

City of Santa Ana

Annual Budget

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EXECUTIVE DIRECTOR

For the Fiscal Year Beginning July 1, 2010

City of Santa Ana
Annual Budget

MIGUEL A. PULIDO

———— *MAYOR* ————

CLAUDIA C. ALVAREZ

———— *MAYOR PRO-TEM* ————

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———— *COUNCILMEMBER* ————

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———— *COUNCILMEMBER* ————

MICHELE MARTINEZ

———— *COUNCILMEMBER* ————

VINCENT F. SARMIENTO

———— *COUNCILMEMBER* ————

SAL TINAJERO

— *COUNCILMEMBER* —

MAYOR

Miguel A. Pulido

MAYOR PRO TEM

Claudia C. Alvarez

COUNCIL MEMBERS

P. David Benavides

Carlos Bustamante

Michele Martínez

Vincent F. Sarmiento

Sal Tinajero



CITY OF SANTA ANA

CITY MANAGER

David N. Ream

CITY ATTORNEY

Joseph W. Fletcher

CLERK OF THE COUNCIL

Maria D. Huizar

May 28, 2010

Honorable Mayor and City Council Members:

We are pleased to present the budget for the City of Santa Ana for the 2010-2011 Fiscal Year. This budget reflects established priorities and maintains core services to the extent possible, while responding to the impacts of the current economic climate on the City's financial position. As you know, our global, national, state and local economies are experiencing challenges that have not been seen since the Great Depression. In times such as these, cities such as Santa Ana are being forced to go back to the basics, and place the highest priority on those programs most effective in achieving our mission: "To provide quality service to enhance the safety, livability and prosperity of our community."

Even during difficult economic times, the City continues to pursue 12 citywide goals that are essential for achieving our mission. They are:

- Ensure a safe community;
- Be a catalyst for the positive development of young people;
- Foster neighborhood pride and community understanding;
- Provide and maintain first-rate infrastructure and community facilities;
- Ensure an attractive and well-maintained city;
- Create an environment that stimulates the growth of arts and cultural opportunities;
- Recruit and retain a highly skilled and diverse workforce;
- Ensure the City's long-term financial ability to deliver quality services;
- Attract and retain a prosperous business community;
- Optimize workforce effectiveness through training, technology, equipment and facilities;
- Develop and continuously improve systems to assure high-quality services to customers; and
- Assume a leadership role in regional issues of primary importance to Santa Ana.

In the fall of 2008, the City Council reaffirmed these goals, and established four focused priorities. They are to:

- Enhance public safety;
- Improve transportation infrastructure;

- Address minor deferred maintenance projects in all parks; and
- Ensure the City's long-term financial stability.

As a result of the global financial crisis and its impact on local and state resources, ensuring the City's long-term financial stability has become even more important. The proposed FY 2010-2011 budget has been developed to move Santa Ana closer to such stability, while maintaining core programs and services to the extent possible.

Economic Outlook

The economic crisis at all levels of our country is being felt in many areas, such as depressed retail sales, declining property values, and increased unemployment—and Santa Ana is feeling these impacts as a community. Median home prices have fallen over 40 percent, their lowest since 2003. It is estimated that the declining property values will now spill over into the commercial sector. A recent report from the State of California Employment Development Department (EDD) puts the preliminary April 2010 unemployment rate in Santa Ana at 14.8%, the second highest in Orange County. These economic indicators mean Santa Ana residents have less disposable income due to job losses and decreased home values.

Consequently, discretionary spending is down, which has a major impact on both the businesses in our community and the revenues we receive as a City. Since revenue high's in 2006-07, the City's sales tax revenue has experienced a 27 percent (over \$12 million) decline and is expected to flatten-out during fiscal year 2010-11. Major declines within auto sales, business-to-business and construction sectors have contributed heavily to the City's overall sales tax declines. Property tax revenues will continue to decline due to a high number of assessment appeals combined with depressed housing prices associated with foreclosures.

The State of California continues to have its own budgetary challenges, which potentially puts the City's revenues at risk. In its May Budget Revisé, the State's deficit was estimated at \$19.1 billion (\$7.7 for the current year, \$10.2 billion for the coming year with a reserve of \$1.2 billion). As part of the current state budget, the State decided to raid \$2.05 billion in local redevelopment funds. Although a challenge of the transfer was made to the Sacramento Superior Court, on May 4 the California Redevelopment Association request for a stay was denied. As a result, the City of Santa Ana was obligated to pay the County Supplemental Educational Revenue Augmentation fund \$17.8 million by May 10 with an additional \$3.4 million scheduled during next fiscal year. In March, the Governor signed the Gas Tax Swap. In effect the legislation eliminated the protection established under Proposition 42 by repealing the sales tax on gasoline and increasing the excise tax instead. The current plan which calls for a deferral of local cities allocations jeopardizes the City's ability to meet its continued debt obligations on the Residential Street Repair Program without impacting other existing capital projects. Staff is currently working with its lobbyist, Townsend Public Affairs, to introduce language that will exempt the City in participating in the deferral program.

While the nation waits for signs that the economy is rebounding, all indications are that the decline in the economy has finally leveled off. However, there are events that are occurring that could derail any speedy recovery or relapse into a lingering recession. Primarily the current European debt crisis has the potential to negatively impact the US financial markets and thrust the US economy into another downward spiral. On the home front, the most critical sector that could have a major impact on the nation's economic recovery is commercial real estate. Many institutions are beginning to feel the effects of commercial real estate loan failures. It is estimated that the largest commercial real estate loan losses will occur in 2011 and could be as high as \$200-\$300 billion. How the financial markets react to these events will be important for a sustained recovery.

Even with these events looming on the horizon, there are some mixed signals that could mark the beginning of a slow recovery. Although commercial real estate poses great concern, residential real estate has shown some indication that the worse is behind us. Unfortunately, the City will continue to feel the effects of lower property values for a few years. In addition, unemployment has eased but is still at unprecedented high levels. The national average remains at 9.6 %, California at 12.6%, while Santa Ana is estimated at 14.8%. Obviously, these rates have a direct impact on consumer spending and on the City's sales tax revenue. Overall, we anticipate a very slow recovery and growth in our revenue. In the meantime, ensuring long-term financial stability for Santa Ana will require the courage to significantly reduce expenditures. In order to provide quality City programs and services so they are financially sustainable in the future, the City must look to reinvent itself through the elimination of redundancies, by consolidating programs, contracting out, and seeking assistance from the various bargaining groups on wages and benefits.

Budget Overview

The total estimated revenue for all city funds for FY 2010-2011 is \$446,053,320. Of this amount \$84.9 million represents the water, sewer, sanitation and refuse funds; \$33.6 million comes from grants and other special revenues for restrictive programs; \$28.7 million from grants for capital projects; \$101.7 million comes from redevelopment and housing assistance; and \$197.1 million represents the General Fund.

Total budgeted appropriations for all city funds for 2010-2011 is \$472,518,919 which is a decrease of 16.7% (or \$94.6M) when compared to the prior year budget. Fiscal year 2010-2011 budget includes a capital improvement budget of \$43.0 million; a water, sewer, sanitation and refuse budget of \$92.3 million; redevelopment and housing budget of \$100.6 million; special revenues and grants of \$39.5 million; and a General Fund budget of \$197.1 million.

The General Fund budget supports the functions most commonly associated with city government: police, fire, recreation, library, planning and building, street maintenance, and general city administration. These services are being provided to an increasing population. According to the State Department of Finance, Santa Ana's population in January 2010 was 357,754 which is over a 50 percent increase over the past 20+ years. The General Fund's four largest revenue sources comprise 56.4% of total General Fund revenues. Those revenue

sources are Sales Tax (16.6%), Property Tax (13.6%), Property Tax in Lieu of Motor Vehicle Fees (13.5%) and Utility Users Tax (12.7%).

Depressed home sales, volatility in energy costs and the decrease in the growth of personal discretionary income continue to affect the General Fund's two largest revenue sources, sales tax and property tax. Sales tax revenue is expected to decline by 10.3% to \$32.7 million and property tax revenues are expected to decline by 7.8% to \$26.8 million. Utility Users Tax revenue is expected to decline 5.5% to \$26.5 million and Property Tax in Lieu of Motor Vehicle Fees is expected to decline 9.5% to \$25.1 million. Revenues received from charges for services are expected to decline by 26.5%, primarily due to a drop in building and construction activity. Revenue transfers into the General Fund will decrease by 39.8% to \$7.3 million. Overall, General Fund revenues for the coming fiscal year are expected to decrease an additional 8.5% from budgeted FY 2009-2010, and most likely establish the new revenue base line as we head into a slow economic recovery.

Throughout the last two budget processes, we have provided information about Santa Ana's financial challenges, and the need for us to grow smaller as an organization to become more financially stable over the long term. The Mayor and City Council agreed that we should begin to make budget reductions over the next two to three years. Our original plan was to preserve high quality core services to the public and minimize the need to layoff City employees by keeping vacancies open, restricting travel, deferring large equipment and materials purchases, and taking advantage of additional vacancies created by the implementation of the 2.7% at 55 enhanced retirement formula.

Unfortunately, the City has continued to experience rapid declines in revenues which accelerated the need for significant budgetary reductions. It became critical to contain and reduce expenditures quickly to prevent the depletion of General Fund reserves. Like most California cities, Santa Ana relies on these fund balance reserves to maintain a positive cash position during the course of the fiscal year, and especially during the first five to six months of each fiscal year, since the majority of the City's revenues are not received until December/January and April/May.

Fortunately, as the revenue declines continued to emerge, we did not wait to take action. Departments developed reduction plans and suspended non-critical expenditures. Overtime was curtailed and/or eliminated. The Mayor and Council showed leadership in approving a series of budgetary adjustments throughout the 2009-2010 fiscal year to ensure fiscal stability by year end.

The rapid decline in the national and local economy has greatly complicated the process of maintaining a balanced budget that is fair to both residents and employees alike. The City relies on employees to provide quality, front-line services to the public as well as to support those direct service efforts. Costs associated with labor represent approximately 72.5% of total operational expenditures. Consequently, reducing labor expenditures by reducing the number of employees remains the City's best strategy for long-term sustainability.

In December of 2008 the City's Executive Management Team deferred salary increases and performance-based merit pay equating to 10% of their compensation. In July 2009, the majority of the bargaining groups (POA, PMA, FBA, FMA, SAMA, UC), with the exception of SEIU, deferred their negotiated 4% salary increase and then deferred a 2.5% increase in January of 2010 for the period of one year. These same bargaining groups made several other salary and benefit related concessions to reduce city costs and help preserve front-line services at their current levels. Over the last six months, several meetings have been held with the City's various bargaining groups to discuss opportunities to permanently and systematically reduce the City's salary and benefit costs on an on-going basis thereby reducing the need for further layoffs and helping the City's cash position. In spite of these efforts, the City has been forced to once again reduce the number of employees, by issuing an additional 40+ layoff notices in May 2010. While the first and second rounds of layoffs did not have a discernable impact on the front-line services provided to the public, the third and fourth rounds necessitated changes in how we provide certain services. Care has been taken to minimize the impacts of these reductions on public safety, which remains the City's most important priority. None of the layoffs have included sworn personnel in our police or fire departments.

For 2010-2011, every department has reduced their ongoing operational budgets. Reductions range from 8% to 12% for public safety departments and 7% to 17% for non-safety departments. Departmental budgets incorporate various assumptions which include bargaining group concessions. The City is optimistic that we will reach consensus over the next following months. As far as the proposed departmental reductions, the majority are being accomplished through the elimination of funded positions that have been vacant for some time, as well as vacancies that have been created due to retirements and layoffs. In order to more accurately reflect actual staffing, the proposed budget also eliminates unfunded positions that have been vacant for more than two years.

The proposed budget decreases full-time employee count by 123 positions for a total workforce allocation of 1512. This workforce figure equates to a ratio of 4.22 employees per 1,000 residents and demonstrates a significant improvement in operational efficiencies over the past several years. For example, in FY 1986-87, the ratio was 7.5 employees per 1,000 residents. Through a combination of reductions in our workforce, keeping a number of positions vacant and generating savings through systems improvements resulting from our continuous improvement efforts, the City continues to maintain its position of being the most efficient at providing services when compared to the 11 largest cities in California and the 100 largest cities in the country.

Fiscal stability strategies incorporated into the proposed General Fund Budget include reorganization of some departments and functions, elimination of service redundancies, shifting of legitimate expenses to non-General Fund sources, and contracting out services when the private sector can provide comparable or better quality service for less cost. For example, the retirement of the City's Library Director in 2009 has provided an opportunity to merge the Library into the Parks, Recreation and Community Services Agency, generating savings through consolidation of administrative functions that can be used to maintain existing programs and services. Several years ago the City contracted out park maintenance services to all but 13 park

sites. During fiscal year 2009-2010, the City along with leadership from the Mayor and City Council agreed to contract out the remaining park sites and Civic Center which resulted in approximately \$800,000 in ongoing cost savings. Based on the experience of parks that have been under private contract for maintenance, the condition of the parks are anticipated to improve, as private contractors have more personnel who can be devoted to providing the level of service our busy park sites require.

The irony is that while the General Fund struggles to match revenues with expenditures, Santa Ana continues to receive significant funding for capital infrastructure improvements. The City's Capital Improvement Program for FY 2010-2011 exceeds \$53 million. In addition, during fiscal year 2009-2010 Santa Ana was the beneficiary of approximately \$9 million in federal American Recovery and Reinvestment Act (ARRA) funds, intended to create jobs and help spur the economy. While this funding will definitely benefit our community, most of it must be spent on infrastructure improvements, job training and workforce development, or neighborhood stabilization programs to address foreclosed homes. None of it will directly benefit the City's General Fund.

Achieving Established Council Priorities

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

Enhance Public Safety

The City will continue to dedicate significant resources to Police, Fire, Public Works, and Planning and Building, which have primary responsibility for enhancing public safety. The City demonstrates its commitment to this goal by providing public safety facilities that accommodate current and future needs of the City; recruiting and retaining quality public safety and code enforcement personnel; effectively and equitably enforcing construction and land use codes; and protecting the health of the community through high quality and reliable water, sewer and refuse collection systems. Programs for FY 2010-2011 that will enhance the City's public safety include the following:

- The City of Santa Ana has applied for federal funding through the COPS hiring program for 18 police officers. Ten officers have completed the police academy and are currently in the field training process. Eight additional officers are currently attending the police academy. This program will enable the City to deal with reduced staffing levels due to vacancies and retirements.

- The Santa Ana Police Department is the proud recipient of a \$400,000 Cal-GRIP Grant which helped fund the expansion of the Santa Ana Police Activities Athletics League and offer mentoring, physical activities and development programs to more of the City's youth. The program served 1,308 youth during this past year in various programs including the "Fitness for SAPAAL" program at Jackson Elementary School. We are working to expand the program for next year.
- In addition, the second three-month Cal-GRIP project has started where ten CHP officers are working on an overtime basis with our gang suppression teams. This effort has been cited as a model partnership by the CHP Commissioner and the Governor's Office.
- Since its inception, the Cities of Santa Ana and Anaheim have been jointly awarded over \$57 million in UASI funds to help coordinate and implement regional emergency preparedness, response, and recovery from natural disasters and acts of terrorism for all Orange County. In the coming year, grant staff from the Anaheim Police and Fire Departments will be co-locating with the Santa Ana Police Department to streamline effectiveness, eliminate duplication of efforts and decrease operating costs. Santa Ana has taken a leadership role and has been cited as a model for other urban areas within the country.
- The \$300,000 Department of Justice, Solving Cold Cases with DNA Grant will continue throughout this next year. This grant provides overtime salary to accelerate the process of submission of DNA evidence on older cases.
- The Computer Forensics Unit will join with the FBI, DA's Office and eight other agencies this year to form the new Orange County Regional Computer Forensics laboratory. The new multi-million dollar facility will not only be a cost savings to Santa Ana, it will substantially increase the computer forensics resources, expertise, and networking valuable to the Santa Ana Police Department.
- The \$25,000 Project Safe Neighborhoods Grant of the Santa Nita Gang Injunction will be continued. This grant provides overtime funding for the Police Department and District Attorney's Office to actively pursue gang members and ensure their prosecution.
- The Fire Department has received \$321,221 in federal funding through the Metropolitan Medical Response System Grant. The grant supports the integration of emergency management, health and medical systems by augmenting existing local operational response systems before the incident occurs by funding limited personnel time, tools and supplies.
- The City of Santa Ana has applied for federal funding through the SAFER Hiring program for additional firefighters. If awarded, the City will receive full funding for salary and benefits for six firefighters for two years. This will allow the City to recognize significant savings on overtime expenses.

Improve Transportation Infrastructure

The improvement of arterial streets has always been a priority for the City, and this continues in FY 2010-2011 with over \$53 million in capital improvement program funding. Great strides are continuing to be made for the residential streets as well. FY 2010-2011 is the final year of the Residential Street Repair Program. Major funding for this program is made available through CDBG revenues at the Federal level, Gas Tax revenues at the State level and through the issuance of \$60 million in Gas Tax Revenue Certificates of Participation (COP) in December 2007. Programs for FY 2010-2011 that will improve the City's transportation infrastructure include the following:

- The Residential Street Repair Program, the City's three-year \$72 million investment in residential streets will utilize \$10 million in COP funding in FY 2010-2011. The total budget for Residential Street Repair this next year is \$10.9 million. The original estimate for the program was to repave 100 miles of residential streets in five years. Thanks in part to the innovative use of the cold in-place recycling and full depth reclamation pavement technologies, the current estimate is that the Project Restore budget will enable 260 miles of streets to be repaved, or 100% of the asphalt residential roads in our community. The project is now expected to be completed in three years, or by the first quarter of 2011, almost two years ahead of schedule.
- Considerable progress has been made on the \$225 million Bristol Street Widening Project from Warner Avenue to 17th Street. Phase I between McFadden and Pine is under construction and will be complete in September 2010. In FY 2010-2011, the City will move forward with construction of the Bristol/17th and Bristol/Warner intersection widening projects, along with design and property acquisitions for Phase II between Third Street and Civic Center Drive. Construction for Phase II is scheduled for FY 2011-2012. Also in FY 2010-2011, the revalidation of the environmental documents for Phase III from Civic Center to 17th and Phase IV from Warner to St. Andrews is underway to position these phases for future federal funding.
- Design of the Alton Avenue Overcrossing at the State Route 55 Freeway is ongoing, with an additional \$300,000 budgeted in FY 2010-2011. Additional arterial improvements identified in the proposed budget include \$6.4 million for the rehabilitation of Broadway from Anahurst to First, Broadway from Civic Center to Santa Clara, Chestnut from Standard to Elk, First from Grand to Interstate 5 Freeway, Hazard from Harbor to Euclid and Raitt from Warner to St. Gertrude. In addition, funding is included to design several minor arterial streets to position the City for a future Jobs Bill requiring "shovel ready" projects.
- The City's "Go Local" Transit Study, which will result in the establishment of a local transit system connecting the Santa Ana Regional Transportation Center with the Civic Center and the Pacific-Electric Right of Way to Garden Grove, has received Phase II funding approval from the Orange County Transportation Authority. Preliminary design and environmental analyses will start for this important transit project in FY 2009-2010.

Complete Minor Deferred Maintenance Projects in all Parks and Enhance Park Programs

Because the City is built out, parks are a critical asset for our residents, providing a place for the community's youth and families to enjoy nature and the outdoors. Santa Ana's parks are extremely well used. With the decline in City revenues, this is one priority that will be difficult to fully address this fiscal year. Instead, our emphasis will be on maintaining green and clean spaces and re-engineering multiple services so that they can still be offered to the public but with less cost to the City. Programs for FY 2010-2011 that will further enhance the utility of Santa Ana's parks and open space include the following:

- The proposed Capital Improvement Program includes park improvements in excess of \$1.8 million, which strongly address deferred maintenance projects such as resurfacing of Adams, Campesino, El Salvador, Rosita and Southwest Senior Center parking lots; re-roofing of two restrooms at Centennial Park; reconstruction of the golden loop bike trail, Madison Park walkway, Sandointe walkway and Memorial sports court and walkway. Additional park improvements will include Edna Park and restroom renovation, Fisher Park bird and butterfly garden, and Stadium synthetic turf replacement.
- In addition, the Parks, Recreation and Community Services Agency is actively pursuing grant funding to extend our bike trail system, provide funding for park improvements, and working with the Santa Ana Unified School District on additional joint use agreements for use of school sites.
- The proposed budget maintains funding for youth summer recreation programs and Project PRIDE. Park Ranger and field attendant services will continue for community youth sports organizations and funding for the senior lunch program and senior transportation has been maintained. City provided after school programs during the academic year; Rookie Ball, Flag Football, and track & field had to be eliminated. Partnerships with non-profits and leisure classes will be provided by instructors instead of City staff to ensure a variety of programming for all ages continues.
- A major emphasis of the last two years has been to enhance Library services to the community. The successful tutoring program for youth is continuing through direct federal funding support. Unfortunately, the Library's periodical section had to be discontinued due to diminishing demand for this type of service.
- The successful "TeenSpace" program at the Library is being expanded as a satellite initiative into the newly renovated Jerome Recreation Center. Summer programming will focus on developing employment-based computer skills training, college preparation and financial assistance, and community service.
- In addition, the Parks, Recreation and Community Services Agency (PRCSA) is continuing its partnership effort with the community to Build A Healthy Central Santa Ana through a 10-year community grant from The California Endowment. Through this effort, PRCSA

will continue to demonstrate its commitment to help neighborhood and school environments support improved health and healthy youth development.

- The Santa Ana Zoo at Prentice Park has improved its ability to attract greater attendance because of the recent opening of a major new exhibit, the Tierra de las Pampas. The public is learning how giant anteaters, rheas, and guanacos live in the grasslands, their natural habitats. In addition, starting in July, the free Santa Ana resident's day will be switching from the first Tuesday of the month to the third Sunday of the month.

Ensure Long Term Financial Stability

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

- Organizational changes have been implemented to improve efficiency and shift emphasis to core functions. As an example, the mobile field booking van, mobile field booking services and transport services by Correctional Officers will provide support for Patrol, Investigations, and Traffic by relieving police officers of booking, transport, and hospital guard duties thus increasing the manpower available for direct enforcement.
- To enhance revenue, the Jail bed capacity was increased from 480 to 532. As a result, Jail housing revenues have been increased to the point that the Jail operation is almost fully funded through contracts.
- Budget reductions to Parks, Recreation and Community Services were done in such a way to prevent having to close down any centers, libraries, or the zoo and to make sure that the ability to maintain the parks green and clean was not compromised. The consolidation of Parks and Recreation with Library Services has been effective in developing a more comprehensive plan that has enabled the use of staff more efficiently.
- The creation of four Park Maintenance Inspector positions will provide improved contract administration and inspection to enhance the effectiveness of park landscape maintenance contracts on all park sites, at the Santa Ana Zoo and along the City's bike trails. These positions also will prevent the layoff of two full-time park maintenance workers and the rehire of two part time park maintenance workers that were previously laid off as we move from being a direct service provider to full contracting of park maintenance. We recently completed contracting out the remaining park sites and Civic Center maintenance. The previously contracted park sites, bike trails, and custodial maintenance will be renewed in FY 2010-2011. Privatizing park maintenance will save the City's General Fund approximately \$800,000 more per year, while providing comparable or better service. We have already seen a vast improvement in the maintenance quality of our parks.

- Fleet Management, through new leadership, will broaden its approach towards technology and renewable and sustainable energy. Fleet will aggressively pursue the transition of the entire fleet towards alternative fuels. It will actively pursue a zero waste operation, which will reduce the City's carbon footprint and greenhouse gas emissions by exploring and expanding the use of alternative fuels such as compressed natural gas, propane, ethanol, biodiesel, electric as well as hybrid vehicles.
- City of Santa Ana has undertaken the California Green Jobs Corps as a pilot program funded by the American Recovery and Reinvestment Act. This program provides green education, paid work experience, and community service opportunities for 28 young adults ages 16-24. The program will give youth an opportunity to receive training in green careers.
- The American Recovery and Reinvestment Act (ARRA) awarded Santa Ana funding for a **Homelessness Prevention and Rapid Re-Housing** (HPRP) program that provides financial assistance and services to either prevent individuals and families from becoming homeless (Homelessness Prevention) or to help those who are experiencing homelessness to be quickly re-housed and stabilized (Rapid Re-housing).
- Through the Neighborhood Stabilization Program (NSP) the Department of Housing and Urban Development (HUD) allocated \$3.92 billion to communities nationwide of which \$5,795,151 was allocated to the City of Santa Ana. As a part of the City's NSP 1 program, five programs will be implemented: Downpayment Assistant; Acquisition & Rehabilitation of Single Family Homes; Acquisition & Rehabilitation of Condominiums and Historic Homes; Acquisition & Rehabilitation of Rental Housing; and Redevelopment. The American Recovery and Reinvestment Act of 2009 provided additional funding for NSP 2 activities to states, local governments, nonprofits, and a consortium of nonprofit entities on a competitive basis. The City was awarded an additional \$10 million to undertake the same activities/programs as NSP 1.

In keeping with our commitment to long-term planning, we will continue to dedicate our time, energy and resources toward providing quality service to enhance the safety, livability and prosperity of our community. In spite of the fiscal challenges the City is facing, the FY 2010-2011 budget confirms our commitment to this purpose and incorporates the important programs and projects you have requested in response to the community and its needs. On behalf of our talented and dedicated workforce, I am proud to present the budget for the 2010-2011 Fiscal Year.



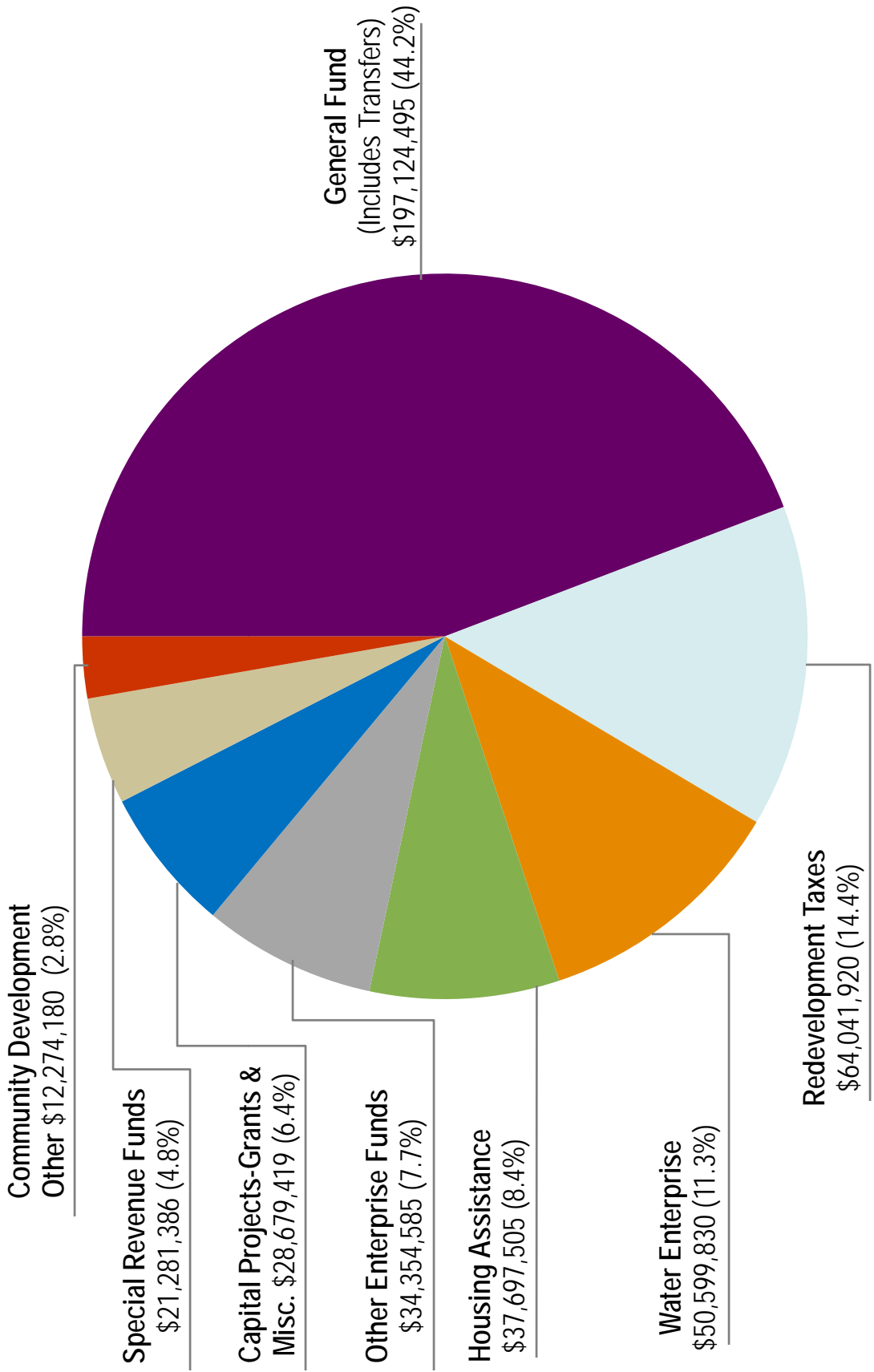
David N. Ream
City Manager

Governmental Funds Revenue Sources

FY 2010-2011 Estimated Revenues: \$ 446,053,320

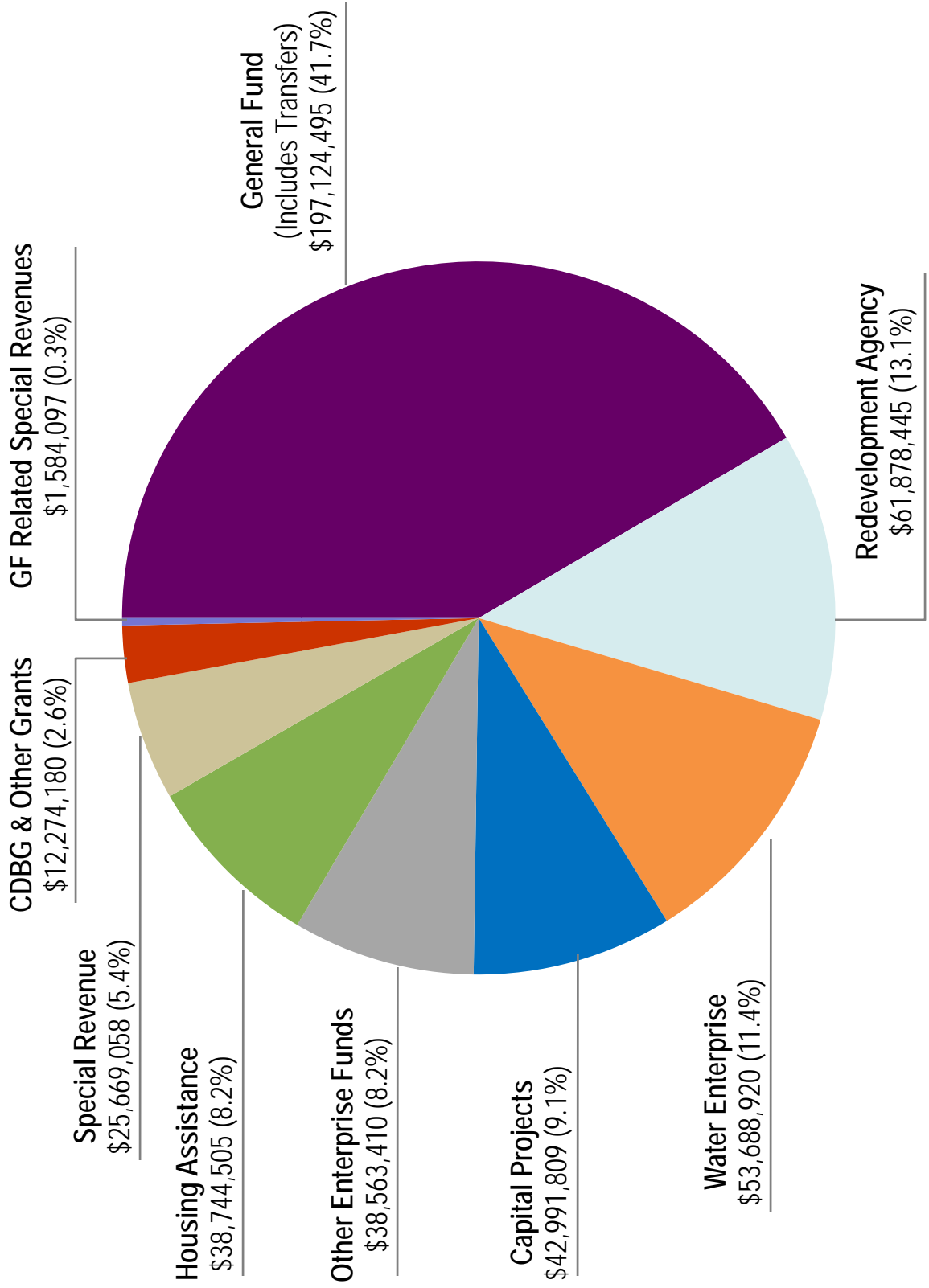
Fund Balance: 26,465,599

Total Revenue Sources: \$ 472,518,919



Governmental Funds Appropriations

FY 2010-2011 \$472,518,919



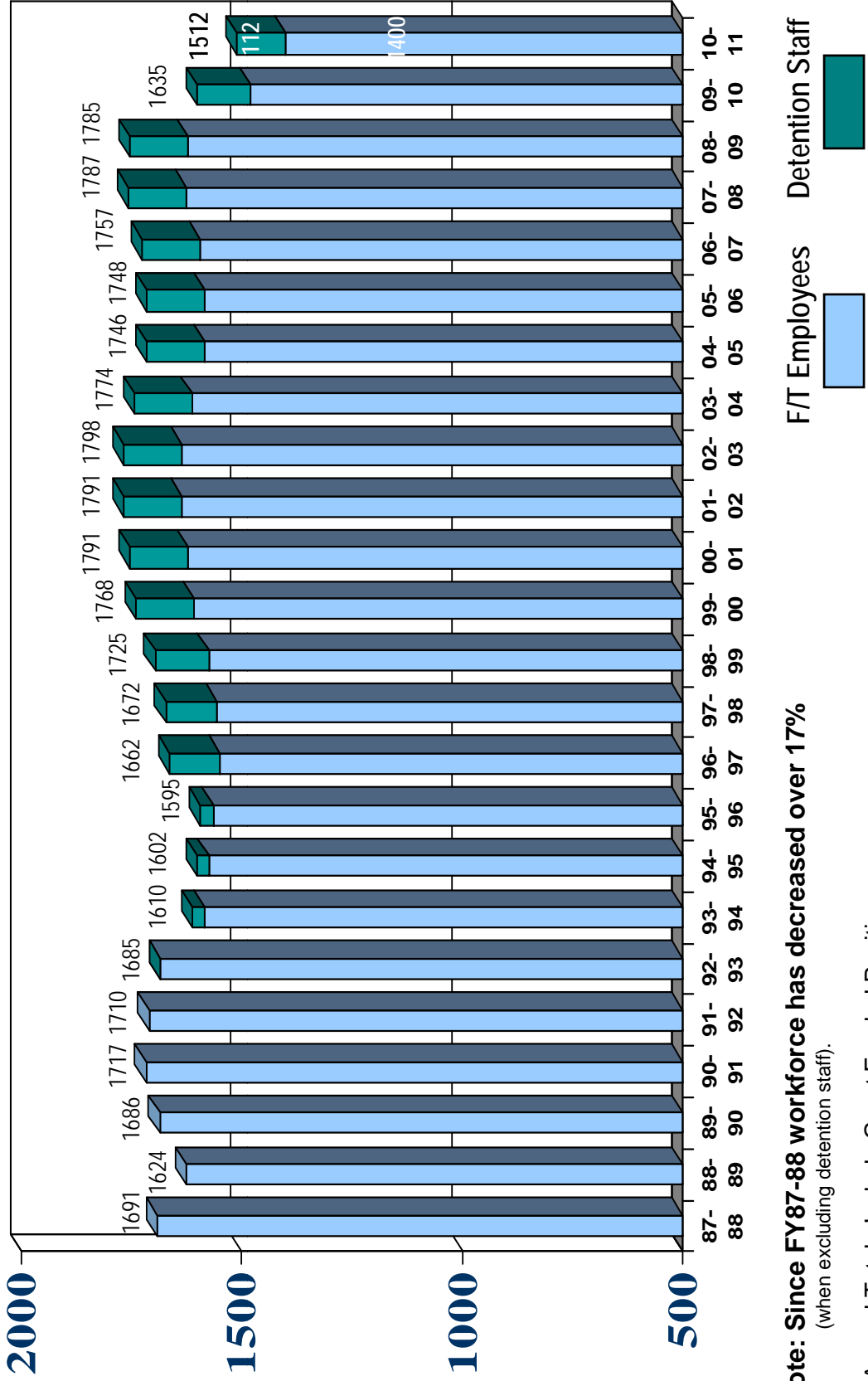
**FY 10-11 TOTAL BUDGET SUMMARY
EXPENDITURES AND INTERFUND TRANSFERS BY DEPARTMENT & FUNDING SOURCE**

DEPARTMENT	General Fund	Community Dev./Redev.	Enterprise Revenues	Fees/Misc. Rev.	Housing Authority	CDBG Fund	Capital Projects	Grant** Funding	Special Revenues	TOTAL	%
Police Department	96,264,010					600,000			15,547,883	112,411,893	23.9%
Community Development Agency		61,878,445	3,592,250		38,744,505	4,083,460		4,519,720		112,818,380	24.0%
Public Works Agency	4,674,000		88,660,080	0		455,000	42,663,369		6,280,345	142,732,794	30.3%
Fire Department	45,105,195								231,930	45,337,125	9.6%
Parks, Recreation & Com. Services	16,216,000	600,000				916,000	328,440		2,276,590	20,337,030	4.3%
Planning & Building Agency	8,323,215					1,600,000			145,725	10,068,940	2.1%
Finance & Management Services	3,972,655								250,000	4,222,655	0.9%
City Attorney's Office	1,960,515					100,000				2,060,515	0.4%
Personnel Services	1,418,680								336,585	1,755,265	0.4%
City Manager's Office	1,625,930								1,625,930	3,251,860	0.3%
Bowers Museum	1,517,510									1,517,510	0.3%
Non-Departmental	1,419,925									1,419,925	0.3%
Clerk of the Council Office	616,645									616,645	0.1%
PD Debt Service	9,109,075									9,109,075	1.9%
Information Svcs. Strategic Plan	2,662,230									2,662,230	0.6%
Interfund Transfers Out	2,238,910									2,238,910	0.5%
Subtotal	197,124,495	62,478,445	92,252,330	0	38,744,505	7,754,460	42,991,809	4,519,720	25,069,058	470,934,822	100.0%
GF related Special Revenue Fund	1,584,097									1,584,097	
TOTAL	198,708,592	62,478,445	92,252,330	0	38,744,505	7,754,460	42,991,809	4,519,720	25,069,058	472,518,919	

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

Number of Full-Time Employees

FY 87-88 through FY10-11



Note: Since FY87-88 workforce has decreased over 17%
(when excluding detention staff).

Annual Totals Include Grant Funded Positions

Additions/Deletions

FULL-TIME WORKFORCE CHANGES

<u>Qty.</u>		<u>Fiscal Impact</u>
City Manager's Office		
<u>(1)</u>	Assistant City Manager (EM)	<u>(249,890)</u>
(1)		(249,890)
Clerk of the Council		
(1)	Assistant Clerk of the Council (MM)	(155,810)
<u>1</u>	Senior Office Specialist	<u>65,657</u>
0		(90,153)
City Attorney's Office		
<u>(1)</u>	Assistant City Attorney (MM)	<u>(203,925)</u>
(1)		(203,925)
Community Development Agency		
(1)	Community Development District Manager *	(131,518)
(1)	Economic Development Aide *	(94,747)
(1)	Secretary *	(86,901)
(1)	Tenant Services Technician *	(75,871)
(2)	Workforce Specialist IV *	(251,965)
(3)	Workforce Specialist I *	(252,786)
(2)	Senior Office Assistant *	(167,634)
<u>(1)</u>	Senior Office Specialist *	<u>(73,980)</u>
(12)		(1,135,402)
Finance & Management Services		
(1)	Accounting Assistant	(70,055)
(2)	Buyer	(202,005)
(1)	Senior Office Assistant	(56,580)
(1)	Revenue and Contract Compliance Auditor	(99,900)
(1)	Revenue Processing Assistant	(76,990)
(5)	Custodian*	(122,819)
1	Building Maint. Technician (Transfer from FD)*	(97,815)
(1)	Web Entry Specialist*	(79,115)
<u>(1)</u>	Systems Technician*	<u>(79,620)</u>
(12)		(884,899)

Additions/Deletions

FULL-TIME WORKFORCE CHANGES

<u>Qty.</u>		<u>Fiscal Impact</u>
Fire Department		
(1)	Executive Secretary	(95,065)
(1)	Receptionist	(67,345)
(1)	Fire Safety Specialist	0
(1)	Fire Education Specialist	0
(1)	Stock Clerk	(82,205)
(1)	Systems Technician	(85,320)
(1)	Fire Training Coordinator	0
(1)	Fire Alarm & Maintenance Leader	0
(1)	Principal Management Analyst (AM)	(139,540)
(1)	Senior Office Assistant	(77,380)
(1)	Fire Alarm & Maint. Technician (Transfer to FMSA)	(97,815)
(11)		(644,670)
Parks, Recreation & Community Services		
(1)	Executive Secretary	(97,163)
(2)	Senior Office Assistant	(154,957)
(1)	Associate Park/Landscape Planner	(141,884)
(1)	Zoo Education Specialist	(75,945)
(2)	Zoo Keeper I	(152,964)
(2)	Zoo Keeper Aide	(125,100)
(1)	Park Superintendent (MM)	(208,837)
(1)	Recreation Superintendent (MM)	(186,655)
(1)	Recreation Coordinator	(98,665)
(1)	Recreation Leader	(72,498)
(1)	General Maintenance Worker	0
(1)	General Maintenance Leader	0
(2)	Park Maintenance Worker	0
(1)	Park Maintenance Leader	0
(1)	Library Aide	(58,997)
(1)	Library Specialist	(61,453)
(1)	Periodicals Technician	(85,983)
1	Community Services Manager (MM)	195,209
(20)		(1,325,891)
Personnel Services		
(1)	Liability Claims Processor*	(83,900)
(1)	Liability Claims Coordinator*	(125,105)
(1)	Personnel Operations Manager (MM)	(210,000)
(1)	Benefits and Compensation Manager (MM)*	(202,200)
(4)		(621,205)

Additions/Deletions**FULL-TIME WORKFORCE CHANGES**

<u>Qty.</u>		<u>Fiscal Impact</u>
Planning & Building Agency		
(3)	Assistant Planner I	(328,575)
(1)	Assistant Planner II	(121,966)
(1)	Associate Plan Check Engineer	(171,075)
(2)	Permit Technicians	(188,750)
(1)	Permit Processor	(88,500)
(1)	Electrical Inspector	(107,485)
(6)	Community Preservation Inspector	(641,121)
(3)	Senior Office Assistant	(244,887)
<u>(18)</u>		<u>(1,892,359)</u>
Police Department		
(10)	Sr. Records Specialist	(640,000)
(6)	Sr. Corrections Records Specialist	(480,000)
(5)	Sr. Office Assistant	(234,000)
(2)	Correctional Officers	(201,000)
(1)	Crime Analyst	0
(1)	Lead Correctional Records Specialist	0
(1)	Management Aide	0
(1)	Rangemaster	(95,100)
(2)	Accounting Assistant	(172,600)
(1)	Sr. Office Specialist	(52,755)
(1)	Tech/Support Administrator (MM)	0
<u>(31)</u>		<u>(1,875,455)</u>
Public Works Agency		
(1)	Senior Civil Engineer*	(174,630)
(1)	Asst. Traffic Operations Engineer*	(136,027)
(1)	Senior Land Surveyor*	(193,588)
(1)	Street Painter*	(88,644)
(1)	Equipment Operator*	(85,470)
(4)	Water Services Worker*	(331,000)
(1)	Construction Inspector II*	(112,398)
(2)	Assistant Engineer II*	(290,765)
(1)	Senior Transportation Analyst*	(183,441)
<u>(13)</u>		<u>(1,595,963)</u>
Net Total Deletions	<u>(123)</u>	<u>(10,519,812)</u>

*Non-General Fund

Note: Approximately 83 of the 123 net deletions are vacant positions

Reallocations

FULL-TIME WORKFORCE CHANGES

	<u>Qty.</u>		<u>Fiscal Impact</u>
City Attorney's Office			
	(1)	Chief Assistant City Attorney	
	1	Assistant City Attorney	(54,660)
Community Development Agency			
	(1)	Economic Development Specialist II*	
	1	Economic Development Specialist III*	5,957
Parks, Recreation & Community Services			
	(5)	Recreation Supervisors	
	5	Community Services Supervisors	30,825
	(1)	Recreation Coordinator	
	1	Community Services Supervisor	17,578
	(1)	Park Maintenance Supervisor	
	1	Sr. Park Maintenance Supervisor	19,665
	(1)	Senior Librarian	
	1	Principal Librarian	0
Personnel Services			
	(1)	Senior Office Specialist*	
	1	Senior Personnel Services Specialist*	5,250
Public Works Agency			
	(1)	Assistant Engineer II*	
	1	Associate Park and Landscape Planner*	7,659
	(1)	Transportation Manager (MM)*	
	1	Transit Program Manager (MM)*	0
	(1)	Street Light Maintenance Worker*	
	1	Projects Manager*	(18,784)
Police Department			
	(1)	Management Aide*	
	1	Management Analyst*	4,300
Total Reallocations	<u>0</u>		<u>17,790</u>

*Non-General Fund

Positions to be Unfunded

FULL-TIME WORKFORCE CHANGES

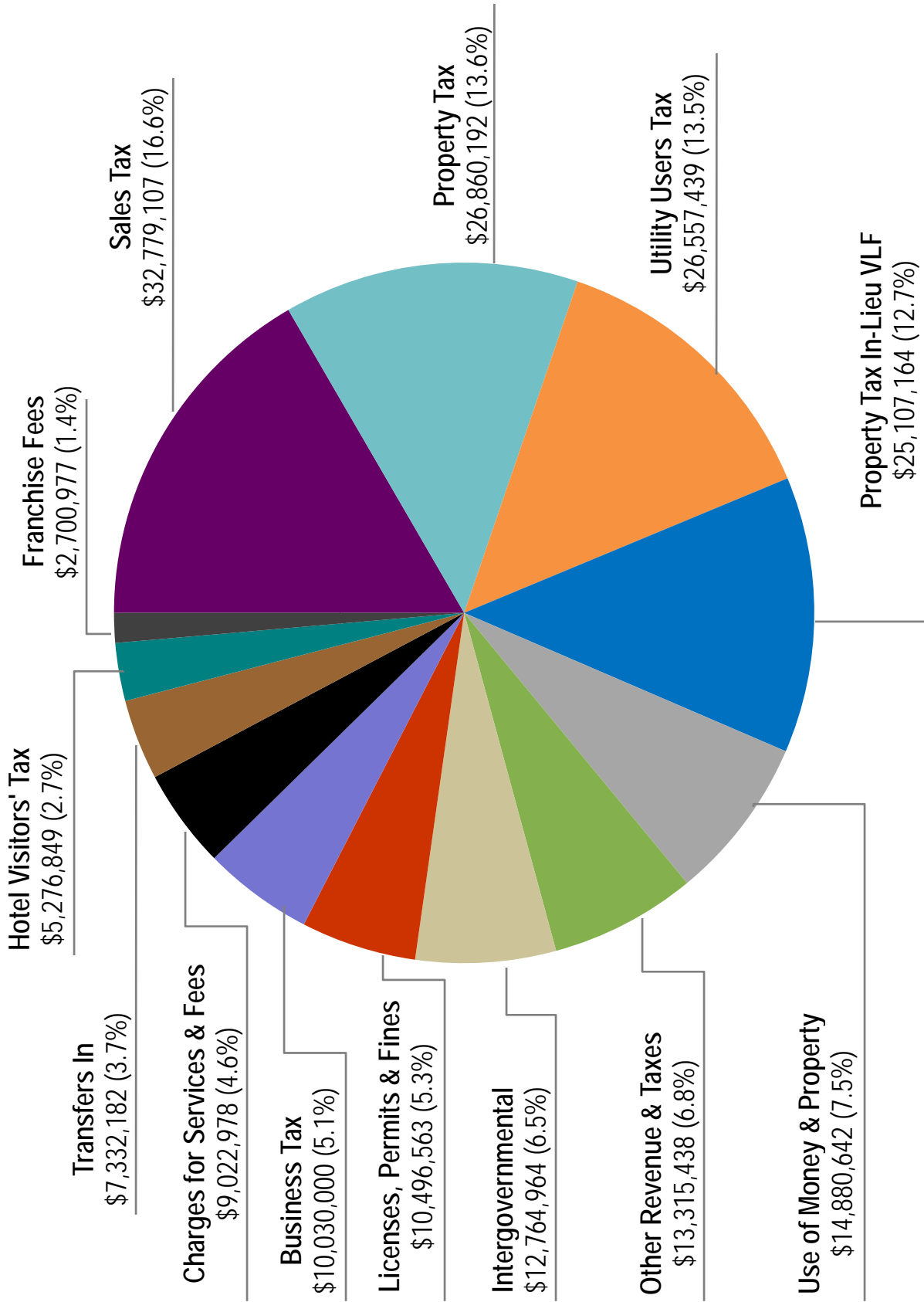
	<u>Qty.</u>		<u>Fiscal Impact</u>
Finance & Management Services			
	1	Accountant I (In-lieu of Senior Accountant)*	(129,820)
Public Works Agency			
	1	Senior Assistant Engineer*	(138,194)
	1	Assistant Engineer II*	(121,184)
	1	Office Supervisor*	(80,637)
Police Department			
	2	Police Lieutenant	(460,000)
	1	Police Records Manager (RM)	(150,000)
	1	Police Property & Facilities Manager (RM)	(150,000)
	2	Parking Control Officer	(155,000)
	1	Communications Supervisor	(123,200)
	1	Dispatcher	(108,565)
Total	<u>12</u>		<u>(1,616,600)</u>

*Non-General Fund

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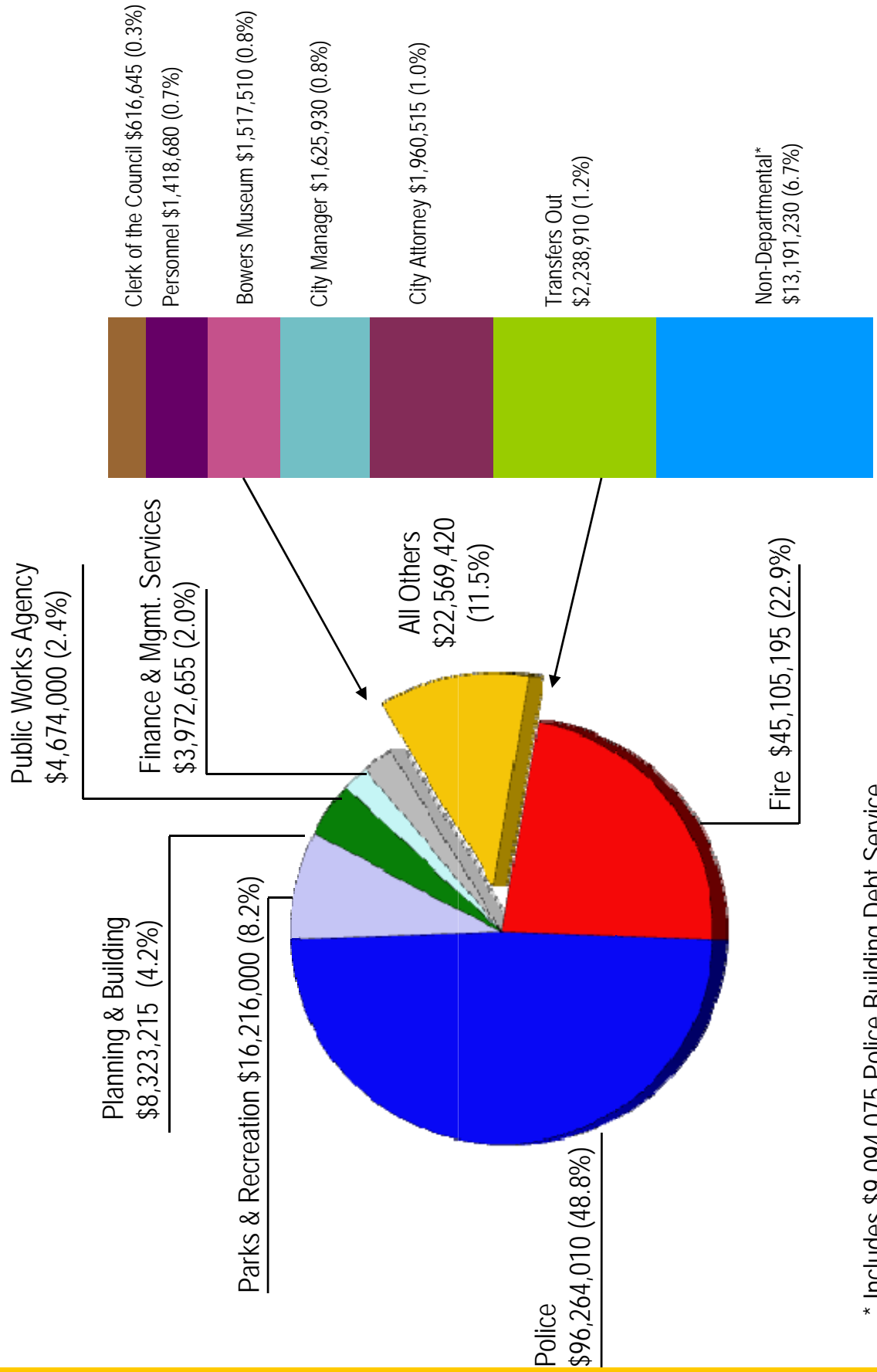
General Fund 11 Revenue Sources

FY 2010-2011 Estimated Revenues: \$197,124,495



General Fund 11 Appropriations

FY 2010-2011 \$ 197,124,495



* Includes \$9,094,075 Police Building Debt Service

	ACTUAL	ACTUAL	ADOPTED	PROPOSED	as % of	Increase (Decrease)	
	FY 07-08	FY 08-09	FY 09-10	FY 10-11	FY10-11	09-10 to 10-11	
					Total GF 11	in \$	in %
TAXES							
Sales Tax	44,556,072	38,030,800	36,549,000	32,779,107	16.6%	(3,769,893)	-10.3%
Property Tax	31,990,820	30,528,608	29,138,573	26,860,192	13.6%	(2,278,381)	-7.8%
Property Tax in Lieu VLF	26,432,454	27,818,307	27,749,514	25,107,164	12.7%	(2,642,350)	-9.5%
Utility Users Tax	28,112,042	27,692,711	28,098,974	26,557,439	13.5%	(1,541,535)	-5.5%
Homeowner Property Tax Subvention	168,703	258,093	154,700	157,788	0.1%	3,088	2.0%
Business Tax	10,444,074	10,026,518	9,304,760	10,030,000	5.1%	725,240	7.8%
Hotel Visitor's Tax	7,713,778	6,148,803	6,035,945	5,276,849	2.7%	(759,096)	-12.6%
Half-cent Sales Tax (Safety)	1,865,603	1,667,945	1,559,715	1,389,540	0.7%	(170,175)	-10.9%
Documentary Stamp Tax	727,179	635,305	575,000	674,684	0.3%	99,684	17.3%
Taxes Subtotal	152,010,725	142,807,089	139,166,182	128,832,763	65.4%	(10,333,419)	-7.4%
FUND TRANSFERS							
Transfer from Liability Fund	0	0	0	3,675,317	1.9%	3,675,317	n/a
Transfer from F84	0	700,000	0	0	0.0%	0	n/a
Transfer from PRCSA Special Rev. Fund	0	0	0	217,203	0.1%	217,203	n/a
From Traffic Safety Fund	0	1,006,555	1,960,000	0	0.0%	(1,960,000)	-100.0%
Transfer from Capital Outlay Fund	0	0	348,315	801,972	0.4%	453,657	130.2%
Transfer from RDA (Loan Repayment)	0	373,000	0	0	0.0%	0	n/a
Transfer from RDA (Pass Through's)	3,829,640	5,838,740	7,624,090	2,537,690	1.3%	(5,086,400)	-66.7%
Transfer from Vehicle Replacement Fund	0	0	2,241,460	0	0.0%	(2,241,460)	-100.0%
From Special Gas Tax Fund	3,550,415	0	0	0	0.0%	0	n/a
Transfer from PWA Administration Fund	0	0	0	100,000	0.1%	100,000	n/a
Fund Transfers Subtotal	7,380,055	7,918,295	12,173,865	7,332,182	3.7%	(4,841,683)	-39.8%
INTERGOVERNMENTAL							
Property Tax - Passthrough AB1290	262,338	436,495	262,350	604,030	0.3%	341,680	130.2%
Motor Vehicle License	1,672,341	1,202,703	1,015,380	1,078,254	0.5%	62,874	6.2%
OCTA Gas Tax	1,200,000	1,274,000	1,274,000	1,274,000	0.6%	0	0.0%
Rancho Santiago Reimbursement-PRCSA	520	26,040	30,000	20,000	0.0%	(10,000)	-33.3%
SB90 State Mandates Reimbursement	321,833	96,512	135,000	100,000	0.1%	(35,000)	-25.9%
S.T.C. Reimbursement	64,213	60,480	55,000	55,000	0.0%	0	0.0%
P.O.S.T. Reimbursements	114,185	105,488	96,500	96,500	0.0%	0	0.0%
Rancho Santiago Reimbursement-FD	82,403	117,336	164,000	60,000	0.0%	(104,000)	-63.4%
Overhead Charge - Water	7,657,180	7,657,180	8,657,180	9,077,180	4.6%	420,000	4.9%
Overhead Charge - Sanitation	100,000	100,000	100,000	100,000	0.1%	0	0.0%
Overhead Charge - Refuse	200,000	200,000	900,000	300,000	0.2%	(600,000)	-66.7%
Intergovernmental Subtotal	11,675,013	11,276,235	12,689,410	12,764,964	6.5%	75,554	0.6%
USE OF MONEY & PROPERTY							
Earnings on Investments	1,790,838	1,065,146	1,050,000	180,516	0.1%	(869,484)	-82.8%
Loss(Gain) MV on Investments	(339,104)	19,800	0	0	0.0%	0	n/a
Rental of Property	89,229	104,463	76,450	103,126	0.1%	26,676	34.9%
PRCSA - Godinez High School	55,365	69,311	60,000	0	0.0%	(60,000)	-100.0%
Recreation Facility Rental	0	12,166	0	92,000	0.0%	92,000	n/a
Rental of Stadium	99,807	130,484	140,000	105,000	0.1%	(35,000)	-25.0%
Police Department Jail Facility Rental	11,824,847	14,233,348	13,875,000	14,400,000	7.3%	525,000	3.8%
Use of Money & Property Subtotal	13,520,982	15,634,718	15,201,450	14,880,642	7.5%	(320,808)	-2.1%

	ACTUAL FY 07-08	ACTUAL FY 08-09	ADOPTED FY 09-10	PROPOSED FY 10-11	as % of	Increase (Decrease)	
					FY10-11 Total GF 11	09-10 to 10-11 in \$	in %
MISCELLANEOUS							
Expense Reimbursement	72,155	165,048	72,150	78,026	0.0%	5,876	8.1%
Indirect Cost Recovery	2,814,836	2,523,555	2,515,000	2,523,555	1.3%	8,555	0.3%
Attorney Reimbursement	1,124,417	1,178,123	1,171,175	1,176,340	0.6%	5,165	0.4%
Bowers Museum Reimbursement	0	1,300,000	0	0	0.0%	0	n/a
Miscellaneous Recoveries	13,783	61,071	13,785	10,240	0.0%	(3,545)	-25.7%
Sale of Junk and Waste	1,345	0	1,300	0	0.0%	(1,300)	-100.0%
Sale of Unclaimed Property	475	22,139	29,518	0	0.0%	(29,518)	-100.0%
Miscellaneous Refunds	6	11,510	6,900	6,900	0.0%	0	0.0%
Stale Dated Checks	12,530	14,833	0	0	0.0%	0	n/a
Library Gifts & Donations	1,006	5	0	0	0.0%	0	n/a
Other Library Recoveries	3,763	5,285	3,760	3,500	0.0%	(260)	-6.9%
Library Sales-General	4,602	2,913	3,430	900	0.0%	(2,530)	-73.8%
Sale of Books	20	31	43	5	0.0%	(38)	-88.4%
Vending Machines Concession	5,403	2,609	3,000	5,000	0.0%	2,000	66.7%
Park Maint. Expense Reimbursement	60,857	62,184	60,850	60,850	0.0%	0	0.0%
Recreation Expense Reimbursement	23,593	14,752	15,000	7,800	0.0%	(7,200)	-48.0%
Storage of Weapon Fee	3,200	3,600	4,000	2,500	0.0%	(1,500)	-37.5%
Tobacco Fine	0	1,207	0	0	0.0%	0	n/a
Expense Reimbursement - SAUSD	0	0	191,000	170,000	0.1%	(21,000)	-11.0%
Gifts & Donations PD	80,000	60,000	60,000	0	0.0%	(60,000)	-100.0%
Police OT Reimbursement	467,065	490,651	474,300	475,000	0.2%	700	0.1%
Police Salary Reimbursement	144,364	0	0	70,000	0.0%	70,000	n/a
Police Miscellaneous Reimbursements	103,570	92,634	105,000	105,000	0.1%	0	0.0%
Property & Evidence Recovery	59,146	38,482	40,000	30,000	0.0%	(10,000)	-25.0%
Jail Kitchen Rental	12,748	10,735	11,000	6,000	0.0%	(5,000)	-45.5%
Fire Arms Exam	0	310	0	0	0.0%	0	n/a
Booking Fee - OC Jail	533	0	0	0	0.0%	0	n/a
Miscellaneous Fire Service Charge	63,040	40,862	55,000	7,500	0.0%	(47,500)	-86.4%
Fire Gifts & Donations	7,030	400	5,000	0	0.0%	(5,000)	-100.0%
Fire Expense Reimbursement	47,561	6,949	50,000	1,000	0.0%	(49,000)	-98.0%
Fire OT Reimbursement	5,136	27,155	5,100	0	0.0%	(5,100)	-100.0%
Fire Care Facility Inspection	2,066	151	2,715	0	0.0%	(2,715)	-100.0%
Extension Request Fee	0	0	0	6,050	0.0%	6,050	n/a
Plan Check Reimbursement	150,425	62,457	80,652	80,650	0.0%	(2)	0.0%
Planning Reimbursement	77,752	120,320	120,320	120,320	0.1%	0	0.0%
Refuse Contract Program Surcharge	2,872,365	2,872,365	5,047,365	4,672,365	2.4%	(375,000)	-7.4%
Refuse Program Savings Recovery	1,239,325	1,239,325	1,239,325	1,239,325	0.6%	0	0.0%
Graffiti Enforcement Reimbursement	300,200	300,800	300,000	230,000	0.1%	(70,000)	-23.3%
Sale of Maps and Documents	5,710	4,984	4,200	4,600	0.0%	400	9.5%
Street Vendor Fines	100	0	0	0	0.0%	0	n/a
SCRRRA Metrolink Reimb.	3,000	0	0	0	0.0%	0	n/a
Miscellaneous Subtotal	9,783,127	10,737,442	11,690,888	11,093,426	5.6%	(597,462)	-5.1%

	ACTUAL FY 07-08	ACTUAL FY 08-09	ADOPTED FY 09-10	PROPOSED FY 10-11	as % of	Increase (Decrease)	
					FY10-11 Total GF 11	09-10 to 10-11 in \$	in %
CHARGES FOR SERVICES							
Sale of Printed Materials	31	163	190	127	0.0%	(63)	-33.2%
Credit Card Processing Fee	35,000	57,252	35,000	65,919	0.0%	30,919	88.3%
Miscellaneous Service Charge	32,831	21,904	29,500	29,835	0.0%	335	1.1%
Fire Code Permit Fee	1,217	2,664	1,500	3,200	0.0%	1,700	113.3%
Fire Inspection Fee	31,227	52,309	20,400	12,500	0.0%	(7,900)	-38.7%
Hazardous Material Discloser Fees	168,703	181,536	200,000	200,000	0.1%	0	0.0%
False Alarm Charge-Fire	3,526	6,085	3,565	3,565	0.0%	0	0.0%
Hazardous Materials Cleanup Charge	6,223	1,087	3,985	0	0.0%	(3,985)	-100.0%
Hazardous Materials JPA Reimbursement	5,793	22,532	6,940	3,750	0.0%	(3,190)	-46.0%
Paramedic Subscription Fee	156,291	146,618	205,000	205,000	0.1%	0	0.0%
Emergency Response Reimb.-Fire Dept.	101,435	0	100,000	0	0.0%	(100,000)	-100.0%
Paramedic Service Charge	3,417,440	3,631,726	3,575,000	3,575,000	1.8%	0	0.0%
Vehicle Accident Response Recovery	0	0	250,000	30,000	0.0%	(220,000)	-88.0%
Passport Fee	9,510	7,425	6,685	2,900	0.0%	(3,785)	-56.6%
Library Video Rentals	6,969	5,502	5,963	15,800	0.0%	9,837	165.0%
Non-Resident Library Card Fee	2,910	2,478	2,524	3,080	0.0%	556	22.0%
Library Microfiche Rentals	1,455	1,325	1,148	1,900	0.0%	752	65.5%
Library Fines	83,187	91,832	94,921	77,370	0.0%	(17,551)	-18.5%
Library Meeting Room Rental	3,041	929	1,170	1,400	0.0%	230	19.7%
Building Standards Revolving fund	0	270	1,121	1,402	0.0%	281	25.1%
Building Plan Check	533,528	279,296	1,848,340	538,729	0.3%	(1,309,611)	-70.9%
Electrical Plan Check	89,785	34,280	67,776	106,240	0.1%	38,464	56.8%
Plumbing Plan Check	44,621	13,360	31,529	18,749	0.0%	(12,780)	-40.5%
Mechanical Plan Check	31,566	10,948	44,075	27,811	0.0%	(16,264)	-36.9%
Landscape Plan Review	13,051	5,191	18,118	12,370	0.0%	(5,748)	-31.7%
Variance Fees	339,745	305,192	386,953	470,780	0.2%	83,827	21.7%
EIR Review Fees	175,250	47,509	100,486	79,864	0.0%	(20,622)	-20.5%
Mitigation Monitoring Fee	170	64	403	0	0.0%	(403)	-100.0%
Land Use Certificate Processing Fee	6,426	9,860	11,730	38,228	0.0%	26,498	225.9%
Shopping Cart Containment Program	11,000	40,950	15,400	94,041	0.0%	78,641	510.7%
Residential Inspection Surcharge	413,932	402,980	745,000	486,178	0.2%	(258,822)	-34.7%
Site Plan Review Charge	61,611	87,064	1,020,174	264,877	0.1%	(755,297)	-74.0%
Project Coordination Charge	87,673	55,016	475,601	0	0.0%	(475,601)	-100.0%
Abandoned Vehicle Reimbursement/PBA	51,822	610	50,291	81,321	0.0%	31,030	61.7%
Hearing Officer Recovery/Com. Pres.	4,235	6,787	5,000	951	0.0%	(4,049)	-81.0%
Illegal Signage Fines	77	0	580	1,316	0.0%	736	126.9%
Code Enforcement Reimbursement	80,000	80,000	80,000	80,000	0.0%	0	0.0%
Security Inspection Fee	0	114	0	0	0.0%	0	n/a
Center Programs	207,096	172,935	150,000	65,065	0.0%	(84,935)	-56.6%
Youth Sports	11,873	16,958	12,000	6,060	0.0%	(5,940)	-49.5%
Pool Charges	138,572	163,630	140,000	45,000	0.0%	(95,000)	-67.9%
Adult Sports	1,620	26,098	1,600	17,000	0.0%	15,400	962.5%
Youth Field Usage Fee	32,705	40,541	36,000	50,000	0.0%	14,000	38.9%
Park Reservations	265,745	225,970	215,000	215,000	0.1%	0	0.0%
Zoo Education	115,105	101,177	68,000	20,000	0.0%	(48,000)	-70.6%
Zoo Admissions	678,166	729,833	840,000	705,000	0.4%	(135,000)	-16.1%
Food Sale Concession	20,987	43,197	29,000	36,000	0.0%	7,000	24.1%

	ACTUAL FY 07-08	ACTUAL FY 08-09	ADOPTED FY 09-10	PROPOSED FY 10-11	as % of FY10-11 Total GF 11	Increase (Decrease) 09-10 to 10-11 in \$ in %	
CHARGES FOR SERVICES - Continued							
Santa Anita Soccer Program	0	0	15,000	0	0.0%	(15,000)	-100.0%
Stadium Special Fees	0	0	1,000	0	0.0%	(1,000)	-100.0%
Leisure Classes	182,504	191,545	170,000	155,000	0.1%	(15,000)	-8.8%
Tennis Reservations	30,684	37,369	48,000	34,000	0.0%	(14,000)	-29.2%
Recreation Staff Reimbursement	24,561	19,994	20,000	16,000	0.0%	(4,000)	-20.0%
SA Stadium Graphics	0	300	300	0	0.0%	(300)	-100.0%
Park Naturalist	0	0	2,000	0	0.0%	(2,000)	-100.0%
Friends of Zoo Vet Contribution	0	20,000	20,000	20,000	0.0%	0	0.0%
Friends of Zoo	0	0	0	24,000	0.0%	24,000	n/a
SA Stadium Advertising Fee	0	1,689	1,600	0	0.0%	(1,600)	-100.0%
After School Reimbursement	0	2,892	0	0	0.0%	0	n/a
Vehicle Release Charge	410,545	440,535	440,000	475,000	0.2%	35,000	8.0%
Repo Release	7,802	8,205	7,000	8,000	0.0%	1,000	14.3%
Fingerprint Card Processing Fees	69	161	0	0	0.0%	0	n/a
Photo Services	1,987	1,447	2,000	2,000	0.0%	0	0.0%
Vehicle Equipment Citation Sign-Off	2,855	948	945	1,000	0.0%	55	5.8%
Fire Range User Fees	14,660	19,060	20,400	20,000	0.0%	(400)	-2.0%
Impound/Owner Release Animals	1,554	1,462	1,720	3,500	0.0%	1,780	103.5%
False Alarm Charge-Police	214,840	125,926	215,000	90,000	0.0%	(125,000)	-58.1%
Abandoned Vehicle Reimbursement/PD	406,805	129,178	80,500	250,000	0.1%	169,500	210.6%
Emergency Response Reimbursement-PD	38,353	90,466	40,000	33,000	0.0%	(7,000)	-17.5%
Animal Quarantines	30,887	19,773	20,000	30,000	0.0%	10,000	50.0%
Police Report Fee	149,466	142,596	145,000	145,000	0.1%	0	0.0%
Hearing Officer Recovery/Parking	11,040	11,040	10,200	4,000	0.0%	(6,200)	-60.8%
Firearm License Fee	1,289	1,680	1,120	1,450	0.0%	330	29.5%
Street and Alley Repair	22,993	69,523	70,100	12,000	0.0%	(58,100)	-82.9%
Abatement Control Charges	0	0	45	0	0.0%	(45)	-100.0%
Engineering Service Charge	0	7,681	0	5,700	0.0%	5,700	n/a
Charges for Services Subtotal	9,036,043	8,476,663	12,269,598	9,022,978	4.6%	(3,246,620)	-26.5%
FRANCHISE FEES							
Gas Utility	624,305	763,465	765,465	436,486	0.2%	(328,979)	-43.0%
Electrical Utility	1,248,263	1,230,245	1,230,245	1,248,699	0.6%	18,454	1.5%
CATV Franchise Fees	873,570	1,000,780	715,500	1,015,792	0.5%	300,292	42.0%
Franchise Fees Subtotal	2,746,138	2,994,490	2,711,210	2,700,977	1.4%	(10,233)	-0.4%
LICENSES & PERMITS							
Bingo Licenses	250	200	130	200	0.0%	70	53.8%
Dog Licenses	488,433	485,224	475,700	597,217	0.3%	121,517	25.5%
Dog Licenses - CCI	72,033	64,752	73,200	73,200	0.0%	0	0.0%
Filming Permit	3,104	2,615	1,000	1,000	0.0%	0	0.0%
Alarm Permit Fees	150,086	157,849	190,000	88,500	0.0%	(101,500)	-53.4%
Street Closure Permit	1,544	2,046	1,530	1,530	0.0%	0	0.0%
Tobacco Permits	188,532	175,260	175,000	175,000	0.1%	0	0.0%
Fireworks Stands Permits	25,533	28,359	14,950	14,950	0.0%	0	0.0%

	ACTUAL FY 07-08	ACTUAL FY 08-09	ADOPTED FY 09-10	PROPOSED FY 10-11	as % of FY10-11 Total GF 11	Increase (Decrease) 09-10 to 10-11 in \$ in %	
LICENSES & PERMITS - Continued							
Underground Tank Permits	86,318	74,454	90,000	90,000	0.0%	0	0.0%
Underground Tank Fees	4,978	1,588	5,000	8,000	0.0%	3,000	60.0%
General Plan Update Surcharge	0	2,432	0	46,949	0.0%	46,949	n/a
Building Permits	991,299	699,232	770,455	812,588	0.4%	42,133	5.5%
Plumbing Permits	118,460	100,730	100,000	131,318	0.1%	31,318	31.3%
Electrical Permits	298,881	240,414	297,355	331,259	0.2%	33,904	11.4%
Heating Permits	129,010	95,078	183,608	141,224	0.1%	(42,384)	-23.1%
Occupancy Permits	129,943	135,233	105,026	432,522	0.2%	327,496	311.8%
Grading Permits	28,296	14,356	16,733	17,073	0.0%	340	2.0%
Street Vendor Permit	23,225	21,492	22,600	44,508	0.0%	21,908	96.9%
Bus Shelter Fees	576,000	1,176,000	504,000	504,000	0.3%	0	0.0%
Newsbox Permit Fees	5,237	4,489	4,325	23,200	0.0%	18,875	436.4%
Outdoor Dining Permits	0	3,513	1,750	1,750	0.0%	0	0.0%
Licenses & Permits Subtotal	3,321,162	3,485,312	3,032,362	3,535,988	1.8%	503,626	16.6%
FINES							
Parking Fines	4,525,990	4,461,814	5,080,000	4,500,000	2.3%	(580,000)	-11.4%
Redlight Camera Program	1,282,516	1,241,015	1,092,100	1,250,000	0.6%	157,900	14.5%
Court Fines - Non-Traffic	275,090	249,349	212,435	215,000	0.1%	2,565	1.2%
Court Fines - Traffic	0	0	0	800,000	0.4%	800,000	n/a
Foreclosed Properties Fines	0	0	0	1,879	0.0%	1,879	n/a
Bad Check Recoveries	25,235	19,796	23,400	26,212	0.0%	2,812	12.0%
Lost /Damaged Library Materials	11,414	12,201	12,552	10,500	0.0%	(2,052)	-16.3%
Lost/Damaged Uncatalogued Materials	9	5	7	5	0.0%	(2)	-28.6%
Administrative Citations/Comm Pres	102,049	119,596	104,378	156,979	0.1%	52,601	50.4%
Fines Subtotal	6,222,303	6,103,776	6,524,872	6,960,575	3.5%	435,703	6.7%
TOTAL GENERAL FUND 11	215,695,548	209,434,020	215,459,837	197,124,495	100.0%	(18,335,342)	-8.5%
ADDITIONAL GENERAL FUND RELATED SPECIAL REVENUES							
CATV PEG Access Support	4,526	0	0	99,000		99,000	n/a
Recreation Special Revenue Fund 22	269,264	0	0	293,732		293,732	n/a
Police Special Revenue Fund 24	14,181	0	0	0		0	n/a
Traffic Safety Fund 25	1,362,923	0	0	0		0	n/a
Capital Outlay Fund 51	2,695,560	0	431,650	1,191,365		759,715	176.0%
Fire Facilities Fund 120	51,206	0	0	0		0	n/a
Special Repair/Demolition Fund 121	11,902	0	0	0		0	n/a
Downtown Maintenance Fund 407	39,000	0	36,000	0		(36,000)	-100.0%
GF Related Special Revenue Subtotal	4,448,563	0	467,650	1,584,097		1,116,447	238.7%
GRAND TOTAL	220,144,111	209,434,020	215,927,487	198,708,592	100.0%	(17,218,895)	-8.0%

ACTIVITY DEPARTMENT & DIVISION	ACTUAL FY 07-08	ACTUAL FY 08-09	ADOPTED FY 09-10	PROPOSED FY 10-11	as % of	Increase (Decrease)		
					FY 10-11 Total GF 11	09-10 to 10-11 in \$	in %	
POLICE DEPARTMENT								
01114400	Office of the Chief of Police	1,608,461	1,291,144	863,645	815,905	0.4%	(47,740)	-5.5%
01114402	Human Resources	2,167,829	1,547,148	1,541,090	1,153,730	0.6%	(387,360)	-25.1%
01114405	Traffic	8,072,832	8,716,851	8,590,000	7,762,390	3.9%	(827,610)	-9.6%
01114410	Training Services	2,236,714	1,943,405	2,284,325	1,643,990	0.8%	(640,335)	-28.0%
01114415	Professional Standards	1,193,254	1,127,237	1,117,190	941,640	0.5%	(175,550)	-15.7%
01114420	Field Operations	38,135,745	41,488,902	37,050,360	33,798,045	17.1%	(3,252,315)	-8.8%
01114425	Information Systems	1,683,623	1,601,595	1,437,465	1,448,440	0.7%	10,975	0.8%
01114430	Animal Services	959,103	934,262	961,735	1,034,140	0.5%	72,405	7.5%
01114435	District Investigations	4,448,637	4,131,070	5,392,415	6,291,785	3.2%	899,370	16.7%
01114440	Crimes Against Persons	8,491,137	9,496,561	7,418,555	6,356,625	3.2%	(1,061,930)	-14.3%
01114445	Special Investigations	5,281,902	4,996,725	4,974,455	4,541,135	2.3%	(433,320)	-8.7%
01114450	Property & Evidence	1,866,447	1,881,042	2,103,845	1,778,625	0.9%	(325,220)	-15.5%
01114455	Forensic Services	1,990,777	2,202,543	2,306,525	2,148,605	1.1%	(157,920)	-6.8%
01114460	Records Services	2,476,093	2,591,944	2,485,645	1,733,430	0.9%	(752,215)	-30.3%
01114465	Communications	4,420,194	4,235,038	4,604,685	4,134,875	2.1%	(469,810)	-10.2%
01114470	Vice	331,914	649,119	984,045	942,600	0.5%	(41,445)	-4.2%
01114401	Fiscal & Budget	445,759	490,437	631,690	458,515	0.2%	(173,175)	-27.4%
01114475	Jail Operations	14,515,378	14,857,357	15,430,225	14,355,380	7.3%	(1,074,845)	-7.0%
01114403	Building & Facility	3,693,017	3,787,989	3,538,305	3,373,305	1.7%	(165,000)	-4.7%
01114480	Regional Narcotic Supp. Prgm	1,064,966	1,158,123	1,057,600	951,630	0.5%	(105,970)	-10.0%
01114485	Homeland Sec. & Crime Prev.	1,008,493	861,404	542,495	423,995	0.2%	(118,500)	-21.8%
01114490	Tobacco Retail Lic. Prgm	0	117,177	191,230	175,225	0.1%	(16,005)	-8.4%
	Subtotal	106,092,274	110,107,072	105,507,525	96,264,010	48.8%	(9,243,515)	-8.8%
FIRE DEPARTMENT								
01115300	Office of the Fire Chief	1,141,982	636,379	763,015	303,810	0.2%	(459,205)	-60.2%
01115310	Fire Prevention	1,806,496	1,758,387	1,715,940	1,495,205	0.8%	(220,735)	-12.9%
01115320	Fire Communications	1,340,260	1,490,508	1,513,230	1,406,895	0.7%	(106,335)	-7.0%
01115330	Fire Suppression & EMS	40,133,801	43,278,347	44,569,310	39,661,965	20.1%	(4,907,345)	-11.0%
01115340	Fire Information Technology	719,933	815,142	573,510	531,390	0.3%	(42,120)	-7.3%
01115350	Fire Training	1,059,291	925,818	634,715	429,535	0.2%	(205,180)	-32.3%
01115360	Fire Maintenance	1,515,082	1,395,698	1,147,595	1,046,860	0.5%	(100,735)	-8.8%
01115370	Fire Fiscal & Budget	307,888	338,957	361,940	229,535	0.1%	(132,405)	-36.6%
	Subtotal	48,024,734	50,639,237	51,279,255	45,105,195	22.9%	(6,174,060)	-12.0%
PARKS, RECREATION & COMMUNITY SERVICES								
01111150	Library Svs-Adult Prgm.	1,353,600	1,467,891	1,202,775	1,161,360	0.6%	(41,415)	-3.4%
01111160	Library Svs-Youth Prgm.	1,062,253	1,133,247	941,190	717,945	0.4%	(223,245)	-23.7%
01111170	Admin. & Support Services	873,523	838,218	0	0	0.0%	0	N/A
01111180	Outreach Library Services	3,096	21	0	0	0.0%	0	N/A
01111190	Tech. & Support Services	1,125,431	957,330	1,073,975	1,001,415	0.5%	(72,560)	-6.8%
01113200	Administrative Services	1,754,691	1,893,862	2,650,870	2,031,895	1.0%	(618,975)	-23.3%
01113205	Community Affairs	1,467,610	1,570,679	0	0	0.0%	0	N/A
01113210	Stadium	304,267	316,450	120,585	132,735	0.1%	12,150	10.1%
01113220	S.A. Zoo at Prentice Park	1,832,881	1,884,118	1,879,025	1,602,325	0.8%	(276,700)	-14.7%
01113230	Recreation	2,944,878	3,055,844	3,688,495	3,394,245	1.7%	(294,250)	-8.0%
01113240	Park Ranger Program	479,528	551,698	739,465	841,280	0.4%	101,815	13.8%
01113250	Park Maintenance	5,378,478	5,585,636	4,760,050	4,626,455	2.3%	(133,595)	-2.8%
01113260	Park Building Services	417,391	306,803	359,165	706,345	0.4%	347,180	96.7%
	Subtotal	18,997,627	19,561,798	17,415,595	16,216,000	8.2%	(1,199,595)	-6.9%

ACTIVITY DEPARTMENT & DIVISION	ACTUAL FY 07-08	ACTUAL FY 08-09	ADOPTED FY 09-10	PROPOSED FY 10-11	as % of	Increase (Decrease)		
					FY 10-11 Total GF 11	09-10 to 10-11 in \$	in %	
PLANNING & BUILDING AGENCY								
01116500	Administrative Services	1,844,770	1,881,679	1,797,821	1,809,585	0.9%	11,764	0.7%
01116510	Planning Division	2,812,090	2,502,599	2,414,420	2,018,230	1.0%	(396,190)	-16.4%
01116520	New Construction	2,200,207	2,300,041	1,874,195	1,819,567	0.9%	(54,628)	-2.9%
01116530	Permits & Plan Check	1,953,295	1,990,542	1,541,790	1,196,490	0.6%	(345,300)	-22.4%
01116540	Community Preservation	1,449,328	1,529,140	1,348,785	804,644	0.4%	(544,141)	-40.3%
01116550	Proactive Rental Enf. Prgm	710,974	744,012	820,525	674,699	0.3%	(145,826)	-17.8%
	Subtotal	10,970,664	10,948,013	9,797,536	8,323,215	4.2%	(1,474,321)	-15.0%
FINANCE & MANAGEMENT SERVICES								
01110100	Management & Support	536,976	506,465	808,075	591,320	0.3%	(216,755)	-26.8%
01110110	Accounting	770,110	781,062	907,805	916,705	0.5%	8,900	1.0%
01110115	Payroll	358,392	420,359	411,265	345,280	0.2%	(65,985)	-16.0%
01110120	Purchasing	914,555	913,302	939,485	860,455	0.4%	(79,030)	-8.4%
01110130	Treasury & Customer Svc.	914,897	916,525	1,192,743	791,430	0.4%	(401,313)	-33.6%
01110140	Information Services	1,102,500	987,251	466,415	467,465	0.2%	1,050	0.2%
	Subtotal	4,597,430	4,524,965	4,725,788	3,972,655	2.0%	(753,133)	-15.9%
ALL OTHERS								
PUBLIC WORKS AGENCY								
01117610	Trans Planning & Project Mgmt	1,200,000	1,274,000	1,274,000	1,274,000	0.6%	0	0.0%
01117620	Traffic Signal Maintenance	945,308	1,450	0	0	0.0%	0	n/a
01117625	Roadway Markings & Signs	650,800	791,327	777,800	623,760	0.3%	(154,040)	-19.8%
01117630	Street Lighting	2,230,695	3,036,290	2,622,200	2,776,240	1.4%	154,040	5.9%
01117635	Roadway Maintenance	1,265,450	0	0	0	0.0%	0	n/a
01117660	Median Landscaping	609,292	(42)	0	0	0.0%	0	n/a
	Subtotal	6,901,545	5,103,025	4,674,000	4,674,000	2.4%	0	0.0%
TRANSFER TO PROJECT FUNDS								
01106019	Building Rehabilitation	0	250,000	250,000	0	0.0%	(250,000)	-100.0%
01106019	Capital Outlay Fund 51	0	500,000	0	0	0.0%	0	N/A
01106019	Capital Outlay Fund 146	23,486	57,860	0	0	0.0%	0	N/A
01106019	Capital Outlay Fund 155	0	0	0	0	0.0%	0	N/A
01106019	Police Building Debt Svc.	9,127,225	9,325,895	9,130,425	9,109,075	4.6%	(21,350)	-0.2%
01106019	IS Strategic Plan Charge	3,662,230	3,662,230	2,662,230	2,662,230	1.4%	0	0.0%
	Subtotal	12,812,941	13,795,985	12,042,655	11,771,305	6.0%	(271,350)	-2.3%
CITY MANAGER'S OFFICE								
01105015	General Non-Departmental	1,337,307	1,042,147	1,339,955	1,419,925	0.7%	79,970	6.0%
01103010	City Manager's Office	908,419	944,594	913,945	710,965	0.4%	(202,980)	-22.2%
01104011	Council Services	653,725	649,011	626,950	634,340	0.3%	7,390	1.2%
01104012	Legislative Affairs	453,311	287,285	210,595	280,625	0.1%	70,030	33.3%
	Subtotal	3,352,762	2,923,037	3,091,445	3,045,855	1.5%	(45,590)	-1.5%
CITY ATTORNEY'S OFFICE								
01108032	City Attorney's Office	2,287,520	2,335,016	2,203,146	1,960,515	1.0%	(242,631)	-11.0%
	Subtotal	2,287,520	2,335,016	2,203,146	1,960,515	1.0%	(242,631)	-11.0%

ACTIVITY	DEPARTMENT & DIVISION	ACTUAL FY 07-08	ACTUAL FY 08-09	ADOPTED FY 09-10	PROPOSED FY 10-11	as % of	Increase (Decrease)	
						Total GF 11	09-10 to 10-11 in \$	in %
PERSONNEL SERVICES								
01109050	Personnel Services	1,760,638	1,901,386	1,593,085	1,418,680	0.7%	(174,405)	-10.9%
	Subtotal	1,760,638	1,901,386	1,593,085	1,418,680	0.7%	(174,405)	-10.9%
BOWERS MUSEUM								
01112030	Bowers Museum	1,969,076	2,021,802	1,825,385	1,517,510	0.8%	(307,875)	-16.9%
	Subtotal	1,969,076	2,021,802	1,825,385	1,517,510	0.8%	(307,875)	-16.9%
CLERK OF THE COUNCIL'S OFFICE								
01107031	Clerk Administration	635,245	691,811	675,840	616,645	0.3%	(59,195)	-8.8%
	Subtotal	635,245	691,811	675,840	616,645	0.3%	(59,195)	-8.8%
	TOTAL ALL OTHERS	29,719,727	28,772,062	26,105,556	25,004,510	12.7%	(1,101,046)	-4.2%
	GENERAL FUND LESS REDEV. PASS-THROUGHS	218,402,455	224,553,146	214,831,255	194,885,585	98.9%	(19,945,670)	-9.28%
REDEVELOPMENT PASS-THROUGHS								
01106019	Loan to Redevelopment	367,115	1,550,000	0	0	0.0%	0	n/a
01106019	Transfer to Civic Center F74	1,599,085	1,599,085	600,000	600,000	0.3%	0	0.0%
01106019	Lease Pymts to Parking/Depot	984,155	1,674,875	1,524,055	1,355,750	0.7%	(168,305)	-11.0%
01106019	Transfer to F407 DT Dev.	514,000	589,000	839,255	283,160	0.1%	(556,095)	-66.3%
	Total Subtotal	3,464,355	5,412,960	2,963,310	2,238,910	1.1%	(724,400)	-24.4%
	TOTAL GENERAL FUND 11	221,866,810	229,966,106	217,794,565	197,124,495	100.0%	(20,670,070)	-9.5%
ADDITIONAL GENERAL FUND RELATED EXPENDITURES								
	Recreation Special Rev. F22	51,354	0	99,000	99,000	0.0%	0	0.0%
	Recreation Special Rev. F22	179,528	722,542	0	293,732	0.1%	293,732	n/a
	Police Special Rev. F24	11,340	284,090	0	0	0.0%	0	n/a
	Capital Outlay Fund 51	3,516,275	827,324	1,926,802	1,191,365	0.6%	(735,437)	-38.2%
	Special Repair/Demolition F121	0	11,720	0	0	0.0%	0	n/a
	Downtown Maint. F407	298,446	0	36,000	0	0.0%	(36,000)	-100.0%
	GF Related Expenditures Subtotal	4,056,943	1,845,677	2,061,802	1,584,097	0.8%	(477,705)	-23.2%
	GRAND TOTAL	225,923,753	231,811,782	219,856,367	198,708,592	100.0%	(21,147,775)	-9.6%

**GENERAL FUND
DEPARTMENT RESOURCE SUMMARY**

CITY MANAGER'S OFFICE

ACTIVITIES	ACTUAL FY 07-08	ACTUAL FY 08-09	PROJECTED FY 09-10	PROPOSED FY 10-11
01110010 City Manager's Office	908,419	944,594	913,945	710,965
01110011 Council Services	653,725	649,011	626,950	634,340
01110012 Legislative Affairs	453,311	287,285	210,595	280,625
TOTAL	<u>2,015,455</u>	<u>1,880,890</u>	<u>1,751,490</u>	<u>1,625,930</u>
OPERATING EXPENSE	ACTUAL FY 07-08	ACTUAL FY 08-09	PROJECTED FY 09-10	PROPOSED FY 10-11
61000 Personnel	1,446,119	1,448,168	1,369,495	1,178,615
62000 Contractual	319,828	191,383	128,125	234,590
63000 Commodities	85,810	67,514	80,045	33,860
65000 Fixed Charges	163,698	173,825	173,825	178,865
66000 Capital	0	0	0	0
TOTAL	<u>2,015,455</u>	<u>1,880,890</u>	<u>1,751,490</u>	<u>1,625,930</u>
Class Code	ADOPTED FY 09-10		PROPOSED FY 10-11	
	Full Time	Part Time	Full Time	Part Time
		1.00		1.00
		6.00		6.00
1790 City Manager	1.00		1.00	
0090 Assistant City Manager	1.00		0.00	
0400 Executive Director of External Affairs	1.00		1.00	
0670 Executive Assistant To the City Manager	1.00		1.00	
7720 Assistant to the City Manager	0.00		0.00	
1070 Secretary to the City Manager	1.00		1.00	
0900 Executive Assistant	3.00	0.00	3.00	0.00
TOTAL	<u>8.00</u>	<u>7.00</u>	<u>7.00</u>	<u>7.00</u>

GENERAL FUND

CITY MANAGER'S OFFICE
City Manager's Office

ACCOUNTING UNIT
01103010

Statement of Purpose

To provide for the effective implementation of the City Council's policy and priorities, advise the Council on reliable methods of responding to community needs, ensure responsible organizational and fiscal management, and promote the philosophy of continuous improvement.

SERVICE PROGRAM

- * Effective development and implementation of the City goals while ensuring responsible organizational fiscal management.
- * Enhancing the development and implementation of a system for continuous organizational improvement.
- * Provide research and advice to Council and effectively implement City Council's policies and priorities.

GENERAL FUND

CITY MANAGER'S OFFICE		ACCOUNTING UNIT			
City Manager's Office		01103010			
Object Code	LINE ITEM RESOURCES	ACTUAL FY 07-08	ACTUAL FY 08-09	PROJECTED FY 09-10	PROPOSED FY 10-11
61000	Salaries & Wages Regular	658,407	699,776	661,590	492,660
61040	Salaries -Overtime	0	0	0	0
61100	Retirement Plan	32,581	38,737	45,570	40,080
61120	Medicare Insurance	5,136	5,098	4,290	1,150
61130	Employees Insurance	42,685	44,563	46,915	36,540
61170	Retiree Medical Insurance	5,879	9,143	11,390	8,350
61180	Compensation Insurance	16,001	17,401	16,375	11,330
62302	Other Personnel Services	0	0	0	0
	SUBTOTAL PERSONNEL	<u>760,690</u>	<u>814,719</u>	<u>786,130</u>	<u>590,110</u>
62010	Communications	21,887	19,655	21,600	21,600
62120	Training & Transportation	21,332	14,984	9,000	9,000
62140	Other Agency Services	8,237	1,280	2,220	2,220
62300	Other Contractual Services	0	0	0	0
	SUBTOTAL CONTRACTUAL	<u>51,456</u>	<u>35,919</u>	<u>32,820</u>	<u>32,820</u>
63000	Office Supplies	36	0	0	0
63001	Office Operations	3,335	1,652	1,940	1,940
63300	Gas & Diesel	242	52	400	400
63001	Operating Materials & Supplies	27,652	23,642	24,045	12,045
	SUBTOTAL COMMODITIES	<u>31,266</u>	<u>25,345</u>	<u>26,385</u>	<u>14,385</u>
65010	Equipment Rental, City	14,323	14,530	14,530	15,940
65100	Insurance (Risk Management)	2,170	2,170	2,170	2,170
65000	Building Rental	48,515	51,910	51,910	55,540
	SUBTOTAL FIXED CHARGES	<u>65,008</u>	<u>68,610</u>	<u>68,610</u>	<u>73,650</u>
66400	Machinery & Equipment	0	0	0	0
66510	Computer Software	0	0	0	0
	SUBTOTAL CAPITAL	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>
	TOTAL OPERATING	<u>908,419</u>	<u>944,594</u>	<u>913,945</u>	<u>710,965</u>

Class Code	AUTHORIZED PERSONNEL	ADOPTED FY 09-10		PROPOSED FY 10-11	
		Full Time	Part Time	Full Time	Part Time
1790	City Manage	1.00		1.00	
0090	Assistant City Manager	1.00		0.00	
7720	Assistant to the City Manager	0.00		0.00	
1070	Secretary to the City Manager	0.75		0.75	
0900	Executive Assistant	1.00		1.00	
	TOTAL	<u>3.75</u>		<u>2.75</u>	

GENERAL FUND

CITY MANAGER'S OFFICE
Council Services

ACCOUNTING UNIT
01104011

Statement of Purpose

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

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

SERVICE PROGRAM

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

GENERAL FUND

CITY MANAGER'S OFFICE		ACCOUNTING UNIT			
Council Services		01104011			
Object Code	LINE ITEM RESOURCES	ACTUAL FY 07-08	ACTUAL FY 08-09	PROJECTED FY 09-10	PROPOSED FY 10-11
61000	Salaries & Wages-Regular	521,429	519,750	469,425	469,585
61020	Salaries & Wages-Temporary	0	0	0	0
61040	Salaries -Overtime	0	0	0	0
61100	Retirement Plan	26,082	27,614	32,860	39,445
61120	Medicare Insurance	4,300	3,908	3,165	3,315
61130	Employees Insurance	45,910	43,010	45,090	45,455
61170	Retiree Medical Insurance	4,851	7,060	8,215	8,220
61180	Compensation Insurance	10,838	11,357	10,325	10,450
	SUBTOTAL PERSONNEL	<u>613,409</u>	<u>612,700</u>	<u>569,080</u>	<u>576,470</u>
62010	Communications	13,558	11,727	25,700	13,000
62120	Training & Transportation	12,174	9,284	8,500	8,500
62140	Other Agency Services	0	0	0	6,700
62322	M&R Machinery & Equipment	0	0	0	0
62300	Other Contractual Services	1,014	235	1,000	1,000
62700	Auto Expense	0	0	0	6,000
	SUBTOTAL CONTRACTUAL	<u>26,745</u>	<u>21,245</u>	<u>35,200</u>	<u>35,200</u>
63001	Operating Materials & Supplies	296	1,071	8,675	8,675
	SUBTOTAL COMMODITIES	<u>296</u>	<u>1,071</u>	<u>8,675</u>	<u>8,675</u>
65100	Insurance (Risk Management)	3,020	3,020	3,020	3,020
65000	Building & Site Rental	10,255	10,975	10,975	10,975
	SUBTOTAL FIXED CHARGES	<u>13,275</u>	<u>13,995</u>	<u>13,995</u>	<u>13,995</u>
66400	Machinery & Equipment	0	0	0	0
	SUBTOTAL CAPITAL	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>
	TOTAL	<u><u>653,725</u></u>	<u><u>649,011</u></u>	<u><u>626,950</u></u>	<u><u>634,340</u></u>

Class Code	AUTHORIZED PERSONNEL	ADOPTED FY 09-10		PROPOSED FY 10-11	
		Full Time	Part Time	Full Time	Part Time
0400	Executive Director of External Affairs	1.00		1.00	
0670	Executive Assistant to the City Manager	1.00		1.00	
1070	Secretary to the City Manager	0.25		0.25	
0900	Executive Assistant	2.00	0.00	2.00	0.00
	TOTAL	<u>4.25</u>	<u>0.00</u>	<u>4.25</u>	<u>0.00</u>

GENERAL FUND

CITY MANAGER'S OFFICE
Legislative Affairs

ACCOUNTING UNIT
01104012

Statement of Purpose

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

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

SERVICE PROGRAM

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

GENERAL FUND

CITY MANAGER'S OFFICE		ACCOUNTING UNIT			
Legislative Affairs		01104012			
Object Code	LINE ITEM RESOURCES	ACTUAL FY 07-08	ACTUAL FY 08-09	PROJECTED FY 09-10	PROPOSED FY 10-11
61000	Salaries & Wages-Regular	0	336	14,000	500
61100	Retirement Plan	0	9	0	0
61110	Part-Time Retirement	0	0	0	0
61120	Medicare Insurance	0	59	0	0
61130	Employees Insurance	0	2,340	0	1,250
61180	Compensation Insurance	18	81	285	285
62302	Other Personnel Services	72,002	17,923	0	10,000
	SUBTOTAL PERSONNEL	<u>72,020</u>	<u>20,749</u>	<u>14,285</u>	<u>12,035</u>
62010	Communications	4,922	3,858	5,460	3,000
62120	Training & Transportation	63,416	41,491	18,500	29,395
62140	Other Agency Services	142,629	27,211	1,145	61,175
62300	Other Contractual Services	30,660	61,508	35,000	48,000
62322	Machinery & Equipment	0	151	0	0
62600	Parking Validation	0	0	0	0
62700	Auto Expense	0	0	0	25,000
	SUBTOTAL CONTRACTUAL	<u>241,627</u>	<u>134,219</u>	<u>60,105</u>	<u>166,570</u>
63001	Office Operations	23,062	10,662	0	0
63001	Non-Consumable Items	0	347	0	0
63001	Operating Materials & Supplies	31,187	30,088	44,985	10,800
	SUBTOTAL COMMODITIES	<u>54,249</u>	<u>41,098</u>	<u>44,985</u>	<u>10,800</u>
65100	Insurance (Risk Management)	2,490	2,490	2,490	2,490
65000	Building & Site Rental	82,925	88,730	88,730	88,730
	SUBTOTAL FIXED CHARGES	<u>85,415</u>	<u>91,220</u>	<u>91,220</u>	<u>91,220</u>
	TOTAL	<u><u>453,311</u></u>	<u><u>287,285</u></u>	<u><u>210,595</u></u>	<u><u>280,625</u></u>

Class Code	AUTHORIZED PERSONNEL	ADOPTED FY 09-10		PROPOSED FY 10-11	
		Full Time	Part Time	Full Time	Part Time
	Mayor		1.00		1.00
	Councilmembers		6.00		6.00
	TOTAL		<u><u>7.00</u></u>		<u><u>7.00</u></u>

**GENERAL FUND
DEPARTMENT RESOURCE SUMMARY**

GENERAL NON-DEPARTMENTAL & INTERFUND TRANSFERS

ACTIVITIES		ACTUAL FY 07-08	ACTUAL FY 08-09	PROJECTED FY 09-10	PROPOSED FY 10-11
01105015	General Non-Departmental	1,337,308	1,042,147	1,339,955	1,434,925
01106019	Inter-Fund Transfers	7,150,071	9,883,050	5,875,540	13,995,215
	TOTAL	<u>8,487,379</u>	<u>10,925,197</u>	<u>7,215,495</u>	<u>15,430,140</u>
OPERATING EXPENSE		ACTUAL FY 07-08	ACTUAL FY 08-09	PROJECTED FY 09-10	PROPOSED FY 10-11
61000	Personnel	13,201	3,914	0	0
62000	Contractual	594,192	398,672	624,620	719,590
63000	Commodities	26,052	20,517	22,835	22,835
65000	Fixed Charges	3,662,230	3,662,230	2,662,230	2,662,230
66000	Capital	24,041	0	11,500	11,500
67000	Debt Service	0	619,043	681,000	681,000
68000	Interfund Transfers	2,136,571	2,995,945	1,300,000	9,977,235
68000	Miscellaneous (Loans & Leases)	1,351,270	3,224,875	1,913,310	1,355,750
	TOTAL	<u>7,807,557</u>	<u>10,925,197</u>	<u>7,215,495</u>	<u>15,430,140</u>
Class Code	AUTHORIZED PERSONNEL	ADOPTED FY 09-10		PROPOSED FY 10-11	
		Full Time	Part Time	Full Time	Part Time
	<p><i>Note:</i> No permanent positions are assigned to this activity. It was created in FY 76-77 to provide for management training, consortium, and other expenses, including labor adjustments that are not budgeted in any specific departmental activity.</p>				

GENERAL FUND

GENERAL NON-DEPARTMENTAL General Non-Departmental		ACCOUNTING UNIT 01105015			
Object Code	LINE ITEM RESOURCES	ACTUAL FY 07-08	ACTUAL FY 08-09	PROJECTED FY 09-10	PROPOSED FY 10-11
61100	Retirement Plan	0	0	0	0
61120	Medicare Insurance	0	0	0	0
61130	Health Insurance	0	0	0	0
61180	Workers Compensation Insurance	0	0	0	0
62302	Contracted Vendor Personnel Services	13,201	3,914	0	0
	SUBTOTAL PERSONNEL	<u>13,201</u>	<u>3,914</u>	<u>0</u>	<u>0</u>
62120	Training, Transportation, Meetings	429	0	0	0
62200	Advertising	6,550	0	0	0
62140	Membership, Subscriptions, Dues	43,555	30,595	57,845	57,845
62300	Contract Services-Professional	543,658	368,078	566,775	661,745
	SUBTOTAL CONTRACTUAL	<u>594,192</u>	<u>398,672</u>	<u>624,620</u>	<u>719,590</u>
63001	Misc. Operating Expenses	26,052	20,517	22,835	22,835
	SUBTOTAL COMMODITIES	<u>26,052</u>	<u>20,517</u>	<u>22,835</u>	<u>22,835</u>
65100	Insurance Charges	0	0	0	0
	SUBTOTAL FIXED CHARGES	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>
66400	Machinery & Equipment	24,041	0	7,000	7,000
66510	Computer Software	0	0	4,500	4,500
	SUBTOTAL CAPITAL	<u>24,041</u>	<u>0</u>	<u>11,500</u>	<u>11,500</u>
67100	Principal-Debt Service	679,822	619,043	681,000	681,000
	SUBTOTAL DEBT SERVICE	<u>679,822</u>	<u>619,043</u>	<u>681,000</u>	<u>681,000</u>
	TOTAL OPERATING	<u><u>1,337,308</u></u>	<u><u>1,042,147</u></u>	<u><u>1,339,955</u></u>	<u><u>1,434,925</u></u>
Class Code	AUTHORIZED PERSONNEL	ADOPTED FY 09-10		PROPOSED FY 10-11	
		Full Time	Part Time	Full Time	Part Time
	<i>Note:</i> No permanent positions are assigned to this activity. It was created in FY 76-77 to provide for management training, consortium, and other expenses, including labor adjustments that are not budgeted in any specific departmental activity.				

GENERAL FUND

GENERAL NON-DEPARTMENTAL & INTERFUND TRANSFERS Interfund Transfers		ACCOUNTING UNIT 01106019			
Object Code	LINE ITEM RESOURCES	ACTUAL FY 07-08	ACTUAL FY 08-09	PROJECTED FY 09-10	PROPOSED FY 10-11
PAYMENTS					
65050	Information Services Strategic Plan	3,662,230	3,662,230	2,662,230	2,662,230
	SUBTOTAL FIXED CHARGES	<u>3,662,230</u>	<u>3,662,230</u>	<u>2,662,230</u>	<u>2,662,230</u>
TRANSFER TO FUND					
68000	51 Capital Fund Outlay, Fund 51	0	500,000	0	0
68000	73 Building Maintenance, Fund 73	0	250,000	250,000	0
68000	74 Civic Center Maintenance, Fund 74	1,599,085	1,599,085	600,000	600,000
68000	146 Metro Medical Response System Grant, Fund 146	23,486	57,860	0	0
68000	155 OES and CSA Grants, Fund 155	0	0	0	0
68000	400 Police Building Debt Service, Fund 400*	0	0	0	9,094,075
68000	407 Downtown Maintenance, Fund 407	514,000	589,000	450,000	283,160
	SUBTOTAL INTER FUND TRANSFERS	<u>2,136,571</u>	<u>2,995,945</u>	<u>1,300,000</u>	<u>9,977,235</u>
LOAN TO FUND					
68010	570 Merged Project Area, Fund 570	367,115	1,550,000	0	0
	SUBTOTAL LOAN TO FUND	<u>367,115</u>	<u>1,550,000</u>	<u>0</u>	<u>0</u>
OTHER PAYMENTS					
68010	27 Lease Payments to Parking Fund	852,080	1,447,425	1,524,055	1,078,750
68010	67 Lease Payments to The Depot	132,075	227,450	389,255	277,000
	SUBTOTAL OTHER PAYMENTS	<u>984,155</u>	<u>1,674,875</u>	<u>1,913,310</u>	<u>1,355,750</u>
	TOTAL	<u><u>7,150,071</u></u>	<u><u>9,883,050</u></u>	<u><u>5,875,540</u></u>	<u><u>13,995,215</u></u>
<p><i>Note:</i> These are transfers from the General Fund to those Funds which have no direct revenue, or to those funds which available revenue must be supplemented from general revenue of the City.</p>					
<p>* Police building's debt service was previously budgeted in the Police Department's budget.</p>					

**GENERAL FUND
DEPARTMENT RESOURCE SUMMARY**

CLERK OF THE COUNCIL OFFICE

ACTIVITIES		ACTUAL FY 07-08	ACTUAL FY 08-09	PROJECTED FY 09-10	PROPOSED FY 10-11
01107031 Clerk Administration and Elections		635,245	691,811	675,840	616,465
TOTAL		<u>635,245</u>	<u>691,811</u>	<u>675,840</u>	<u>616,465</u>
OPERATING EXPENSE		ACTUAL FY 07-08	ACTUAL FY 08-09	PROJECTED FY 09-10	PROPOSED FY 10-11
61000	Personnel	497,991	577,131	535,510	476,645
62000	Contractual	60,304	27,610	56,975	56,465
63000	Commodities	41,109	32,059	43,970	43,970
65000	Fixed Charges	35,840	54,961	39,385	39,385
66000	Capital	0	49	0	0
TOTAL		<u>635,245</u>	<u>691,811</u>	<u>675,840</u>	<u>616,465</u>
Class Code	AUTHORIZED PERSONNEL	ADOPTED 09-10		PROPOSED FY 10-11	
		Full Time	Part Time	Full Time	Part Time
1990	Clerk of the Council	1.00		1.00	
1700	Chief Assistant Clerk of the Council	1.00		0.00	
7290	Senior Deputy Clerk of the Council	2.00		2.00	
7360	Senior Office Specialist	0.00		1.00	
TOTAL		<u>4.00</u>	<u>0.00</u>	<u>4.00</u>	<u>0.00</u>

GENERAL FUND

CLERK OF THE COUNCIL
Clerk Administration and Elections

PROGRAM
01107031

Statement of Purpose

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

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

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

Projected FY 2009-10

- * Updated City Precinct Maps.
- * Prepared 2010 Elections Brochure.
- * Updated Boards & Commissions Brochure.
- * Updated RFCA Process and conducted citywide training.
- * Revised Clerk of the Council's webpage.
- * In coordination with the City Attorney's Office conducted AB1234 Training.
- * In coordination with IT Division conducted Laserfiche training citywide.

Action Plan for FY 2010-11

- * Conduct 2010 General Municipal Election in accordance with State Elections Code requirements, and, carry out responsibilities mandated by the Fair Political Practices Act.
- * In conjunction with the City Attorney, review the City's Conflict of Interest Code disclosure categories and employee designations and conduct appropriate training for completing annual Statements of Economic Interest forms.
- * Review the City's Records Retention Schedule and determine if records retention schedules and maintenance guidelines are appropriate; examine alternative storage solutions for departmental records.
- * In conjunction with the City Attorney's Office conduct training on Public Records Act.
- * Assist all full time Clerk of the Council staff in attaining the Professional Municipal Clerk (CMC) status.
- * Streamline agreement and insurance processes; develop database for contracts process involving the City Attorney, Finance, and City Clerk departments; and conduct citywide training.

GENERAL FUND

CLERK OF THE COUNCIL OFFICE		ACCOUNTING UNIT			
Clerk Administration and Elections		01107031			
Object Code	LINE ITEM RESOURCES	ACTUAL FY 07-08	ACTUAL FY 08-09	PROJECTED FY 09-10	PROPOSED FY 10-11
61000	Salaries-Regular	408,080	478,424	431,786	385,710
61020	Salaries & Wages-Temporary	8,674	398	0	0
61040	Salaries-Overtime	799	423	4,000	4,000
61100	Retirement-Employer Contribution	20,391	26,921	34,543	32,400
61120	Medicare Insurance	6,215	7,096	6,261	5,595
61130	Health Insurance	40,869	46,845	41,507	34,895
61170	Retiree Health Benefits	3,938	6,234	7,556	6,750
61180	Workers Compensation Insurance	9,025	10,790	9,857	7,295
	SUBTOTAL PERSONNEL	<u>497,991</u>	<u>577,131</u>	<u>535,510</u>	<u>476,645</u>
62010	Communications	5,212	5,718	7,160	6,650
62120	Training & Transportation	19,840	10,200	11,000	5,000
62140	Membership, Subscription & Dues	1,627	1,342	3,355	3,355
62200	Advertising	5,619	5,396	7,320	7,320
62300	Contract Services Professional	28,006	4,954	28,140	28,140
62700	Auto Expense	0	0	0	6,000
	SUBTOTAL CONTRACTUAL	<u>60,304</u>	<u>27,610</u>	<u>56,975</u>	<u>56,465</u>
63001	Operating Materials & Supplies	41,109	32,059	43,970	43,970
	SUBTOTAL COMMODITIES	<u>41,109</u>	<u>32,059</u>	<u>43,970</u>	<u>43,970</u>
65000	Building Rental	25,940	45,061	29,485	29,485
65100	Insurance Charges	9,900	9,900	9,900	9,900
	SUBTOTAL FIXED CHARGES	<u>35,840</u>	<u>54,961</u>	<u>39,385</u>	<u>39,385</u>
66600	Books, Records & Video	0	49	0	0
	SUBTOTAL CAPITAL	<u>0</u>	<u>49</u>	<u>0</u>	<u>0</u>
	TOTAL	<u><u>635,245</u></u>	<u><u>691,811</u></u>	<u><u>675,840</u></u>	<u><u>616,465</u></u>

Class Code	AUTHORIZED PERSONNEL	ADOPTED FY 09-10		PROPOSED FY 10-11	
		Full Time	Part Time	Full Time	Part Time
1990	Clerk of the Council	1.00		1.00	
1700	Chief Assistant Clerk of the Council	1.00		0.00	
7290	Senior Deputy Clerk of the Council	2.00		2.00	
7360	Senior Office Specialist	0.00		1.00	
	TOTAL	<u>4.00</u>	<u>0.00</u>	<u>4.00</u>	<u>0.00</u>

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**GENERAL FUND
DEPARTMENT RESOURCE SUMMARY**

CITY ATTORNEY'S OFFICE

ACTIVITIES	ACTUAL FY 07-08	ACTUAL FY 08-09	PROJECTED FY 09-10	PROPOSED FY 10-11
DEPT 08 City Attorney's Office	2,287,520	2,544,545	2,203,146	1,960,515
TOTAL	<u>2,287,520</u>	<u>2,544,545</u>	<u>2,203,146</u>	<u>1,960,515</u>

OPERATING EXPENSE	ACTUAL FY 07-08	ACTUAL FY 08-09	PROJECTED FY 09-10	PROPOSED FY 10-11
ACCOUNT				
61000 Personnel	2,029,977	2,291,890	1,990,951	1,748,320
62000 Contractual	82,486	101,505	75,545	75,545
63000 Commodities	24,511	30,000	18,000	18,000
65000 Fixed Charges	99,607	106,150	106,150	106,150
66000 Capital	50,939	15,000	12,500	12,500
TOTAL	<u>2,287,520</u>	<u>2,544,545</u>	<u>2,203,146</u>	<u>1,960,515</u>

Class Code	AUTHORIZED PERSONNEL	ADOPTED FY 09-10		PROPOSED FY 10-11	
		Full Time	Part Time	Full Time	Part Time
1690	City Attorney	1.00		1.00	
1650	Chief Assistant City Attorney	2.00		1.00	
1620	Senior Assistant City Attorney, Assistant City Attorney, Deputy City Attorney	6.50		6.50	
2790	Senior Legal Management Assistant	1.00		1.00	
7120	Senior Legal Secretary	2.00		2.00	
7150	Senior Legal Office Assistant	0.00		-	
1675	Senior Paralegal	1.00		1.00	
9070	Senior Clerical Aide				
	SUBTOTAL	<u>13.50</u>		<u>12.50</u>	
	Assistant City Attorney (PD)	0.50		0.50	
	Senior Paralegal (Liability Fund)	1.00		1.00	
		<u>1.50</u>		<u>1.50</u>	
	TOTAL	<u>15.00</u>		<u>14.00</u>	

GENERAL FUND

CITY ATTORNEY'S OFFICE
City Attorney's Office

PROGRAM
01108032

Statement of Purpose

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

The City Attorney is appointed by and serves at the pleasure of the City Council. The City Attorney's Office is the City's legal counsel providing such services as appearing in litigation on behalf of the City and its officials, drafting all ordinances, resolutions, contracts, and advising officials and employees on all matters of law pertaining to official duties. This office is also empowered to prosecute violations of municipal and state law on behalf of the People of the State of California. The Santa Ana City Attorney's Office is composed of 9 attorneys, two paralegals, and three support staff members. The Office is divided into three "work groups" built around particular fields of practice or responsibility.

ORGANIZATIONAL STRUCTURE

ADMINISTRATION

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

DEVELOPMENT SERVICES GROUP

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

GENERAL COUNSEL GROUP

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

GENERAL FUND

CITY ATTORNEY'S OFFICE		ACCOUNTING UNIT			
City Attorney's Office		01108032			
Object Code	LINE ITEM RESOURCES	ACTUAL FY 07-08	ACTUAL FY 08-09	PROJECTED FY 09-10	PROPOSED FY 10-11
61000	Salaries & Wages-Regular ³	1,659,765	1,769,360	1,379,466	1,310,557
61020	Salaries & Wages-Temporary	14,810	18,625	142,281	0
61040	Salaries & Wages-Overtime	17	500	0	0
61100	Retirement Plan	84,497	159,920	165,806	136,011
61120	Medicare Insurance	22,909	28,710	26,665	22,517
61130	Employees Insurance	166,845	202,655	180,706	200,945
61170	Retiree Medical Insurance	15,449	28,660	30,942	20,115
61180	Compensation Insurance	43,760	53,460	50,085	43,175
62302	Other Personnel Services	21,926	30,000	15,000	15,000
	SUBTOTAL PERSONNEL	2,029,977	2,291,890	1,990,951	1,748,320
62010	Communications	20,595	31,080	31,080	31,080
62120	Training & Transportation	20,857	30,900	10,000	10,000
62140	Other Agency Services	8,968	15,060	10,000	10,000
62300	Other Contractual Services	32,067	24,465	24,465	24,465
	SUBTOTAL CONTRACTUAL	82,486	101,505	75,545	75,545
63000	Office Supplies	368	0	0	0
63001	Operating Materials & Supplies	24,143	30,000	18,000	18,000
	SUBTOTAL COMMODITIES	24,511	30,000	18,000	18,000
65100	Insurance (Risk Management)	6,150	6,150	6,150	6,150
65000	Building & Site Rental	93,457	100,000	100,000	100,000
	SUBTOTAL FIXED CHARGES	99,607	106,150	106,150	106,150
66200	Building	27,102	0	0	0
66400	Machinery & Equipment	0	0	0	0
66600	Books, Records & Videc	18,058	15,000	12,500	12,500
66510	Computer Software	5,779	0	0	0
	SUBTOTAL CAPITAL	50,939	15,000	12,500	12,500
	TOTAL	2,287,520	2,544,545	2,203,146	1,960,515
Class Code	AUTHORIZED PERSONNEL	ADOPTED FY 09-10		PROPOSED FY 10-11	
		Full Time	Part Time	Full Time	Part Time
1690	City Attorney	1.00		1.00	
1650	Chief Assistant City Attorney	2.00		1.00	
1620	Senior Assistant City Attorney, Assistant City Attorney, Deputy City Attorney	6.50		6.50	
2790	Senior Legal Management Assistant	1.00		1.00	
7120	Senior Legal Secretary	2.00		2.00	
7150	Senior Legal Office Assistant				
1675	Senior Paralegal	1.00		1.00	
9070	Senior Clerical Aide				
	SUBTOTAL	13.50		12.50	
	Assistant City Attorney (PD)	0.50		0.50	
	Senior Paralegal (Liability Fund)	1.00		1.00	
		1.50		1.50	
	TOTAL	15.00		14.00	
*5 of attorney funded by Police Department					
*1 Senior Paralegal funded by Risk Management					
* Salaries subsidized by CDBG (not reflected here)					

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**GENERAL FUND
DEPARTMENT RESOURCE SUMMARY**

PERSONNEL SERVICES

ACTIVITIES	ACTUAL FY 07-08	ACTUAL FY 08-09	PROJECTED FY 09-10	PROPOSED FY 10-11
01109050 Personnel Services	1,760,638	1,901,386	1,593,085	1,418,680
TOTAL	<u>1,760,638</u>	<u>1,901,386</u>	<u>1,593,085</u>	<u>1,418,680</u>

OPERATING EXPENSE	ACTUAL FY 07-08	ACTUAL FY 08-09	PROJECTED FY 09-10	PROPOSED FY 10-11
61000 Personnel	1,530,874	1,684,418	1,257,905	1,122,580
62000 Contractual	60,816	64,334	147,900	108,820
63000 Commodities	72,143	49,484	84,130	84,130
65000 Fixed Charges	96,805	103,150	103,150	103,150
66000 Capital	0	0	0	0
TOTAL	<u>1,760,638</u>	<u>1,901,386</u>	<u>1,593,085</u>	<u>1,418,680</u>

Class Code	AUTHORIZED PERSONNEL	ADOPTED FY 09-10		PROPOSED FY 10-11	
		Full Time	Part Time	Full Time	Part Time
1830	Executive Director, Personnel Services	0.25		0.20	
1550	Personnel Operations Manager	1.00		0.00	
1280	Training Coordinator	0.00	1.00	0.00	1.00
0151	Principal Management Analyst	0.15		0.00	
1540	Senior Personnel Analyst	5.00		5.00	
0770	Senior Personnel Technician	1.00		1.00	
7300	Senior Personnel Services Specialist	2.00	1.00	2.00	1.00
7530	Personnel Executive Secretary	0.40		0.40	
1530	Senior Personnel Receptionist	0.00	1.00	0.00	1.00
7070	Personnel Services Specialist	0.60	2.00	0.60	2.00
9771	Senior Administrative Aide		1.00		1.00
07330	Senior Office Assistant		1.00		1.00
8100	Senior Administrative Intern		2.00		2.00
	TOTAL GENERAL FUND	<u>10.40</u>	<u>9.00</u>	<u>9.20</u>	<u>9.00</u>
	SECTION 3: INTERNAL FUNDS				
10910142	IS Strategic Plan	0.85		0.00	
08009051	Liability & Property	3.85		1.85	
08209054	Workers' Compensation	8.85		8.85	
08109053	Employee Benefits	6.20	2.00	6.30	3.00
	SECTION 5: SPECIAL REVENUE				
03109050	Air Quality Improvement Trust Fund	1.85	1.00	1.80	1.00
		<u>21.60</u>	<u>3.00</u>	<u>18.80</u>	<u>4.00</u>
	TOTAL POSITIONS	<u>32.00</u>	<u>12.00</u>	<u>28.00</u>	<u>13.00</u>

GENERAL FUND

PERSONNEL SERVICES		PROGRAM		
Personnel Services		01109050		
Statement of Purpose				
<p><i>To provide responsive professional personnel management assistance to City departments to achieve a multi-cultural, highly trained and well-compensated workforce.</i></p> <p>The department's recruitment and selection system reflects a strong commitment to outreach principles to achieve a highly competent workforce representative of the community. This program also facilitates interaction with employee associations and maintains a salary structure which is both externally competitive and internally equitable. Personnel Services endorses sound management practices and a continuous improvement philosophy by providing timely, high quality services. The department promotes the development of productive employees through training and promotional opportunities.</p>				
Accomplishments in FY 2009-2010				
<ul style="list-style-type: none"> * 88% of newly hired employees were protected classes and 75% were bilingual. * Maintained rate of allegations or complaints of improper personnel practices below three per thousand employees. * Posted class specifications, salary information, and collective bargaining agreements on City website. * Implemented upgrade of applicant tracking system to enhance recruitment/selection activities. 				
Action Plan for FY 2010-2011				
<ul style="list-style-type: none"> * Maintain trend of hiring a well-qualified, diverse work force. * Comply with federal and state mandates regarding employee training for a variety of topics, such as anti-harassment policy training, preventing workplace harassment training and Department of Transportation [DOT] Random Drug and Alcohol Testing Program training. * Work collaboratively with all City Departments and the City Attorney's Office to effectively manage and resolve employee disciplinary issues. * Negotiate collective bargaining agreements or contract extensions with the following bargaining units: POA, PMA, FBA, FMA, SEIU-FT, SEIU PTCS, and SAMA. 				
PERFORMANCE MEASURES	Actual	Actual	Estimated	Objective
	FY 07-08	FY 08-09	FY 09-10	FY 10-11
Service Level				
# of recruitments	100	52	55	60
# of exams administered	550	121	110	120
# of general training classes offered	41	12	31	32
# of grievances processed	1	4	4	8
Efficiency				
% of department costs funded by General Fund	1%	1%	1%	1%
Average # of days to establish eligible lists	50	32	35	30
% of classes with current job specification	80%	75%	85%	90%
Effectiveness				
% of minority representation in workforce	61.0%	62.9%	63.7%	64.0%
% of new employees passing probation	91.0%	78.6%	91.6%	93.0%
% of appointments filled by promotion	35.0%	73.0%	74.0%	60.0%
% annual attrition rate	5.3%	10.0%	7.5%	5.5%

GENERAL FUND

PERSONNEL SERVICES		ACCOUNTING UNIT			
Personnel Services		01109050			
Object Code	LINE ITEM RESOURCES	ACTUAL FY 07-08	ACTUAL FY 08-09	PROJECTED FY 09-10	PROPOSED FY 10-11
61000	Salaries & Wages-Regular	1,154,574	1,303,793	946,585	795,015
61020	Salaries & Wages-Temporary	101,618	60,492	26,130	73,600
61040	Salaries & Wages-Overtime	18,348	7,365	21,200	21,200
61100	Retirement Plan	59,959	75,689	76,705	66,780
61110	Part-Time Retirement	0	0	0	2,760
61120	Medicare Insurance	15,954	16,936	11,540	12,195
61130	Employees Insurance	126,831	133,394	120,400	102,390
61170	Retiree Health Insurance	11,015	16,730	16,565	13,915
61180	Compensation Insurance	20,203	22,028	13,780	9,725
62302	Other Personnel Services	22,372	47,992	25,000	25,000
	SUBTOTAL PERSONNEL	1,530,874	1,684,418	1,257,905	1,122,580
62010	Communications	18,378	18,662	22,100	18,020
62120	Training & Transportation	19,182	13,308	75,605	40,605
62140	Membership, Subscription & Dues	7,096	8,268	0	0
62322	M & R Machine & Equipment	552	130	10,000	10,000
62600	Parking Validation	0	0	100	100
62700	Auto Expense	0	0	0	0
62300	Other Contractual Services	15,609	23,965	40,095	40,095
	SUBTOTAL CONTRACTUAL	60,816	64,334	147,900	108,820
63001	Operating Materials & Supplies	72,143	49,484	84,130	84,130
	SUBTOTAL COMMODITIES	72,143	49,484	84,130	84,130
65100	Insurance (Risk Management)	6,175	6,175	6,175	6,175
65000	Building & Site Rental	90,630	96,975	96,975	96,975
	SUBTOTAL FIXED CHARGES	96,805	103,150	103,150	103,150
66400	Machinery & Equipment	0	0	0	0
66510	Computer Software	0	0	0	0
	SUBTOTAL CAPITAL	0	0	0	0
	TOTAL	1,760,638	1,901,386	1,593,085	1,418,680
Class Code	AUTHORIZED PERSONNEL	ADOPTED FY 09-10		PROPOSED FY 10-11	
		Full Time	Part Time	Full Time	Part Time
01830	Executive Director, Personnel Services	0.25		0.20	
01550	Personnel Operations Manager	1.00		0.00	
01280	Training Coordinator	0.00	0.50	0.00	0.50
00151	Principal Management Analyst	0.15		0.00	
01540	Senior Personnel Analyst	5.00		5.00	
00770	Senior Personnel Technician	1.00		1.00	
07300	Senior Personnel Services Specialist	2.00	1.00	2.00	1.00
07530	Personnel Executive Secretary	0.40		0.40	
01530	Senior Personnel Receptionist	0.00		0.00	
07070	Personnel Services Specialist	0.60		0.60	
09060	Clerical Aide		1.00		1.00
07330	Senior Office Assistant		0.50		0.50
	TOTAL	10.40	3.00	9.20	3.00

**GENERAL FUND
DEPARTMENT RESOURCE SUMMARY**

FINANCE & MANAGEMENT SERVICES

ACTIVITIES		ACTUAL FY 07-08	ACTUAL FY 08-09	PROJECTED FY 09-10	PROPOSED FY 10-11
01110100	Management & Support	536,976	506,465	808,075	591,320
01110110	Accounting	770,110	781,062	907,805	916,705
01110115	Payroll	358,392	420,359	411,265	345,280
01110120	Purchasing	914,555	913,302	939,485	860,455
01110130	Treasury & Customer Service	914,897	916,525	1,192,743	791,430
01110140	Information Services	1,102,500	987,251	466,415	467,465
	TOTAL	<u>4,597,430</u>	<u>4,524,965</u>	<u>4,725,788</u>	<u>3,972,655</u>
OPERATING EXPENSE		ACTUAL FY 07-08	ACTUAL FY 08-09	PROJECTED FY 09-10	PROPOSED FY 10-11
610000	Personnel	5,396,173	5,654,020	6,061,200	5,438,065
620000	Contractual	965,609	823,987	615,940	685,940
630000	Commodities	240,063	270,529	269,024	269,025
650000	Fixed Charges	(2,015,274)	(2,227,665)	(2,220,376)	(2,420,375)
660000	Capital	10,859	4,094	0	0
670000	Debt Service	0	0	0	0
	TOTAL	<u>4,597,430</u>	<u>4,524,965</u>	<u>4,725,788</u>	<u>3,972,655</u>
Class Code	AUTHORIZED PERSONNEL	ADOPTED FY 09-10		PROPOSED FY 10-11	
		Full Time	Part Time	Full Time	Part Time
1190	Executive Director, Finance & Management	0.15		0.15	
1180	Assistant Director of Finance & Mgmt Svcs	0.75		0.75	
0190	Administrative Services Manager	0.65		0.65	
1170	Treasury Manager	1.00		1.00	
0960	Information Services Manager	0.25		0.25	
0490	Budget & Research Manager	1.00		1.00	
2660	Applications/Tech Support Manager	0.50		0.50	
1150	Accountant II	4.00		4.00	
1140	Accountant I	2.00		3.00	
7010	Accounting Assistant	1.00		1.00	
7015	Accounting Assistant/Systems Technician	1.00		0.00	
1240	Business Tax Collector/Inspector	2.00		2.00	
1340	Purchasing Supervisor	1.00		1.00	
1350	Buyer	3.00		1.00	
1440	Computer Operator	0.00		0.00	
1220	Customer Service Representative	11.00		11.00	
7009	Accounts Payable Supervisor	1.00		1.00	
1720	Management Analyst	1.00		0.00	
0547	Purchasing Specialist	1.00		1.00	

**GENERAL FUND
DEPARTMENT RESOURCE SUMMARY**

FINANCE & MANAGEMENT SERVICES

Class Code	AUTHORIZED PERSONNEL	ADOPTED FY 09-10		PROPOSED FY 10-11	
		Full Time	Part Time	Full Time	Part Time
1210	Meter Reader Collector	5.00		5.00	
0020	Micro Systems Technician	1.00		1.00	
7400	Payroll Systems Analyst	1.00		1.00	
7410	Payroll Technician	3.00	1.00	3.00	0.00
7415	Sr. Payroll Technician	1.00		1.00	
2630	Principal Programmer Analyst	5.00		5.00	
1870	Revenue & Contract Compliance Auditor	1.00		0.00	
7680	Revenue Processing Assistant	1.00		0.00	
1090	Revenue Supervisor	1.00		1.00	
7490	Senior Accountant	2.00		2.00	
7280	Senior Accounting Assistant	1.00		0.00	
7016	Senior Accounting Assistant/Systems Tech.	1.00		0.00	
7390	Executive Secretary	1.00		1.00	
0496	Budget Analyst	0.00		1.00	
0150	Senior Management Analyst	0.90		0.80	
0495	Senior Budget Analyst	1.00		1.00	
7330	Senior Office Assistant	1.00		0.00	
7020	Treasury Services Supervisor	1.00		1.00	
0270	Assistant Buyer (PTCS)		1.00		1.00
9060	Senior Clerical Aide (P/T)		2.00		2.00
9041	Account Clerk I (P/T)		2.00		2.00
9710	Purchasing Agent		1.00		1.00
9790	Budget Intern (PT)		1.00		1.00
9780	Customer Service Clerks		6.00		6.00
9050	Clerical Assistant		1.00		1.00
9120	Data Entry Clerk (PT)		3.00		3.00
9775	Municipal Utility Reader-Collector (PT)		2.00		2.00
	TOTAL GENERAL FUND	<u>60.20</u>	<u>20.00</u>	<u>53.10</u>	<u>19.00</u>
	SECTION 3: INTERNAL FUNDS				
71-176	Central Services	4.42	3.00	4.42	3.00
73-105	Building Maintenance	22.20	12.00	18.20	12.00
75-111	Fleet Maintenance	27.43	3.00	28.53	3.00
75-112	Stores & Property Control	3.03	3.00	3.03	3.00
85-107	Corporate Yard Operations	0.00	3.00	0.00	3.00
102-171	Communication Services	4.17		4.17	
109-179	IS Strategic Plan	15.80		14.30	
	SECTION 5: SPECIAL REVENUE				
31-141	Air Quality Management Trust Fund	0.25		0.25	
125-Var	Urban Areas Security Initiative Grant	0.50		0.00	
		<u>77.80</u>	<u>24.00</u>	<u>72.90</u>	<u>24.00</u>
	TOTAL PERSONNEL	<u><u>138.00</u></u>	<u><u>44.00</u></u>	<u><u>126.00</u></u>	<u><u>43.00</u></u>

GENERAL FUND

FINANCE & MANAGEMENT SERVICES
Management & Support

PROGRAM
01110100

Statement of Purpose

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

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

SERVICE PROGRAM

ACCOUNTING

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

PURCHASING/PAYROLL/CENTRAL SERVICES

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

TREASURY/CUSTOMER SERVICE

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

INFORMATION SERVICES

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

BUILDING MAINTENANCE

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

FLEET SERVICES

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

GENERAL FUND

FINANCE & MANAGEMENT SERVICES		ACCOUNTING UNIT			
Management & Support Services		01110100			
Object Code	LINE ITEM RESOURCES	ACTUAL FY 07-08	ACTUAL FY 08-09	PROJECTED FY 09-10	PROPOSED FY 10-11
61000	Salaries & Wages-Regular	286,947	302,384	445,690	262,195
61020	Salaries & Wages-Temporary	15,042	346	33,360	33,765
61040	Salaries & Wages-Overtime	10,077	28	10,000	10,000
61100	Retirement Plan	15,412	17,330	36,695	22,875
61110	Part-Time Retirement	0	0	0	1,265
61120	Medicare Insurance	4,075	3,955	6,165	4,045
61130	Employees Insurance	43,421	44,592	67,675	55,475
61170	Retiree Health Insurance	2,617	4,078	7,385	4,765
61180	Compensation Insurance	4,400	6,046	8,155	3,985
62302	Other Personnel Services	0	0	28,660	28,660
	SUBTOTAL PERSONNEL	<u>381,992</u>	<u>378,759</u>	<u>643,785</u>	<u>427,030</u>
62010	Communications	11,227	8,513	11,130	11,130
62120	Training & Transportation	11,880	4,213	10,000	10,000
62140	Other Agency Services	2,575	856	2,650	2,650
62300	Other Contractual Services	63,209	54,768	91,280	91,280
	SUBTOTAL CONTRACTUAL	<u>88,891</u>	<u>68,350</u>	<u>115,060</u>	<u>115,060</u>
63001	Operating Materials & Supplies	34,073	28,516	18,390	18,390
	SUBTOTAL COMMODITIES	<u>34,073</u>	<u>28,516</u>	<u>18,390</u>	<u>18,390</u>
65100	Insurance (Risk Management)	7,835	7,835	7,835	7,835
65000	Building & Site Rental	21,500	23,005	23,005	23,005
	SUBTOTAL FIXED CHARGES	<u>29,335</u>	<u>30,840</u>	<u>30,840</u>	<u>30,840</u>
66400	Machinery & Equipment	847	0	0	0
66510	Computer Software	1,838	0	0	0
	SUBTOTAL CAPITAL	<u>2,685</u>	<u>0</u>	<u>0</u>	<u>0</u>
	TOTAL	<u><u>536,976</u></u>	<u><u>506,465</u></u>	<u><u>808,075</u></u>	<u><u>591,320</u></u>

Class Code	AUTHORIZED PERSONNEL	ADOPTED FY 09-10		PROPOSED FY 10-11	
		Full Time	Part Time	Full Time	Part Time
1190	Executive Director, Finance & Management	0.15		0.15	
1180	Assistant Director of Finance & Mgmt Svcs	0.10		0.10	
6400	Budget & Research Manager	1.00		1.00	
0150	Senior Management Analyst	0.90		0.80	
0495	Senior Budget Analyst	1.00		1.00	
0496	Budget Analyst	0.00		1.00	
0620	Finance Executive Secretary	1.00		1.00	
9790	Budget Intern (PT)		1.00		1.00
	TOTAL	<u>4.15</u>	<u>1.00</u>	<u>5.05</u>	<u>1.00</u>

GENERAL FUND

FINANCE & MANAGEMENT SERVICES		PROGRAM		
Accounting		01110110		
Statement of Purpose				
<p><i>To provide responsive accounting services within generally accepted accounting principles.</i></p> <p>The responsibilities of this division include billing/collection of accounts receivables, audit and analyze the status of funds, grant/contract compliance, ledger reconciliation, maintenance of fixed assets and long-term debt records, include offering financial support to operating departments that includes providing financial analyses upon request, accurate and timely preparation of the City's Comprehensive Annual Financial Report (CAFR), the Single Audit Report of Federal and California grants and other compliant reports to State, Federal and local agency.</p> <p>The responsibilities of this division also include ERP Financial module system and sub system administrative. The financial module includes General Ledger, Account Receivable, Cash ledger, Project and Activity, Grant Management and Billing, Capital Assets, and Account Payable Posting Maintenance.</p>				
Accomplishments in FY 09-10				
<ul style="list-style-type: none"> * Received awards from the Government Finance Officers Association (GFOA) for outstanding financial reporting. * Finished conversion of required accounting reports from hard copies to a more sophisticated paperless computerized record retention system. * Complete Enterprise Resource Planning (ERP) software implementation. 				
Action Plan for FY 2010-11				
<ul style="list-style-type: none"> * Receive awards from the Government Finance Officers Association (GFOA) for outstanding financial reporting. * Improve the process of preparing the Comprehensive Annual Financial Statements (CAFR) by utilizing the Enterprise Resource Planning (ERP) software. 				
PERFORMANCE MEASURES	Actual	Actual	Estimated	Objective
	FY 07-08	FY 08-09	FY 09-10	FY 10-11
Service Level				
# of false alarms, hazardous material, and other miscellaneous receivables billed	12,791	11,825	11,825	12,500
# of grant receivables billed	250	250	400	400
\$ value of miscellaneous accounts receivable billed	\$40,100,000	\$45,030,328	\$54,802,922	\$56,000,000
Efficiency				
Accounting Division cost as a percentage (%) of total City expenditures	0.270%	0.194%	0.183%	0.183%
Effectiveness				
% of miscellaneous accounts receivable collected without use of private collection agencies	88.00%	95.00%	100.00%	100.00%

GENERAL FUND

FINANCE & MANAGEMENT SERVICES		ACCOUNTING UNIT			
Accounting Division		01110110			
Object Code	LINE ITEM RESOURCES	ACTUAL FY 07-08	ACTUAL FY 08-09	PROJECTED FY 09-10	PROPOSED FY 10-11
61000	Salaries & Wages-Regular	503,119	526,177	542,610	515,025
61010	Salaries & Wages-Retirement	0	0	69,740	36,090
61020	Salaries & Wages-Temporary	37,266	19,636	39,620	39,070
61040	Salaries & Wages-Overtime	32,648	13,440	32,360	32,360
61100	Retirement Plan	24,924	29,323	45,030	41,230
61110	Part-Time Retirement	0	0	0	1,465
61120	Medicare Insurance	6,456	6,752	6,745	6,315
61130	Employees Insurance	74,636	80,005	76,680	80,990
61170	Retiree Health Insurance	5,078	7,392	9,070	8,590
61180	Compensation Insurance	6,897	6,667	6,880	6,500
62302	Other Personnel Services	51,740	0	0	0
	SUBTOTAL PERSONNEL	742,766	689,393	828,735	767,635
62010	Communications	9,013	9,969	12,260	12,260
62120	Training & Transportation	12,387	1,396	10,000	10,000
62140	Other Agency Services	2,075	1,268	1,865	1,865
62300	Other Contractual Services	33,021	112,615	85,990	155,990
	SUBTOTAL CONTRACTUAL	56,496	125,248	110,115	180,115
63001	Operating Materials & Supplies	41,943	44,396	46,930	46,930
	SUBTOTAL COMMODITIES	41,943	44,396	46,930	46,930
65010	Equipment Rental, City	0	0	0	0
65100	Insurance (Risk Management)	7,835	7,835	7,835	7,835
65200	Customer Services Charge	(114,950)	(123,000)	(123,000)	(123,000)
65000	Building & Site Rental	34,755	37,190	37,190	37,190
	SUBTOTAL FIXED CHARGES	(72,360)	(77,975)	(77,975)	(77,975)
66400	Machinery & Equipment	0	0	0	0
66510	Computer Software	1,265	0	0	0
	SUBTOTAL CAPITAL	1,265	0	0	0
	TOTAL	770,110	781,062	907,805	916,705

Class Code	AUTHORIZED PERSONNEL	ADOPTED FY 09-10		PROPOSED FY 10-11	
		Full Time	Part Time	Full Time	Part Time
1180	Assistant Director of Finance & Mgmt Svcs	0.35		0.35	
7490	Senior Accountant	2.00		2.00	
1150	Accountant II	4.00		4.00	
1140	Accountant I	2.00		3.00	
7280	Senior Accounting Assistant	1.00		0.00	
7016	Senior Accounting Assistant/Systems Technician	1.00		0.00	
7015	Accounting Assistant/Systems Technician	1.00		0.00	
9041	Account Clerk I		2.00		2.00
	TOTAL	11.35	2.00	9.35	2.00

1 Supervising Accountant charged to I.S. Strategic Plan Fund.

1 Senior Accountant charged to I.S. Strategic Plan Fund

1 Senior Accounting Assistant Transfer to Building Maint. In FY10/11

1 Senior Accounting Assistant/Systems Tech charged to I.S. Strategic Plan Fund

1 Accounting Assistant/Systems Tech charged to I.S. Strategic Plan Fund

GENERAL FUND

FINANCE & MANAGEMENT SERVICES		ACCOUNTING UNIT		
Payroll Services		01110115		
Statement of Purpose				
<p><i>To process an accurate payroll that complies with all relevant tax and labor laws, and conforms to negotiated pay and benefits as indentified in employee contracts.</i></p> <p>The payroll group provides accurate preparation, distribution and reporting of payroll, ensuring that employees are paid correctly, that all applicable vendors are paid correctly, and that all reporting requirements are met. Vendors include PERS, deferred compensation program provider, unions, recipients of garnishment payments, charities and government taxing entities.</p>				
Accomplishments in FY 08-09 & FY 09-10				
<ul style="list-style-type: none"> * Reviewed proposals for new 457 (deferred compensation) and 3121 (part time retirement) plans. * Developed plan to upgrade to ePersonality. * Accommodated new GL structure in the payroll software. * Beta site for testing new CalPERS payroll report. * Improvements made to check printing and distribution process. 				
Action Plan for FY 2010-11				
<ul style="list-style-type: none"> * Upgrade to ePersonality * Transition to new contracts for 457 and 3121(part time retirement) plans 				
PERFORMANCE MEASURES	Actual	Actual	Estimated	Objective
	FY 07-08	FY 08-09	FY 09-10	FY 10-11
Service Level				
* Average # of payroll checks and direct deposits processed per pay period	2,224	2,169	2,039	1,917
* Average # of vendor checks processed per pay period	39	39	38	38
* Number of W-2s processed	2,618	2,400	2,200	2,100

GENERAL FUND

FINANCE & MANAGEMENT SERVICES		ACCOUNTING UNIT			
Payroll		01110115			
Object Code	LINE ITEM RESOURCES	ACTUAL FY 07-08	ACTUAL FY 08-09	PROJECTED FY 09-10	PROPOSED FY 10-11
61000	Salaries & Wages-Regular	282,992	322,565	255,155	239,510
61010	Salaries & Wages-Retirement	0	0	0	0
61020	Salaries & Wages-Temporary	0	4,526	46,920	0
61040	Salaries & Wages-Overtime	10,975	10,890	20,000	20,000
61100	Retirement Plan	13,752	17,621	23,190	20,120
61110	Part-Time Retirement	0	0	0	0
61120	Medicare Insurance	3,182	3,343	4,380	3,475
61130	Employees Insurance	33,920	47,665	46,330	47,855
61170	Retiree Health Insurance	2,832	4,120	4,465	4,190
61180	Compensation Insurance	3,763	4,037	3,825	3,130
62302	Other Personnel Services	2,624	0	0	0
	SUBTOTAL PERSONNEL	354,039	414,768	404,265	338,280
62010	Communications	0	2,297	5,000	5,000
62120	Training & Transportation	2,197	1,223	1,000	1,000
62140	Other Agency Services	645	0	0	0
62300	Other Contractual Services	0	0	0	0
	SUBTOTAL CONTRACTUAL	2,842	3,521	6,000	6,000
63001	Operating Materials & Supplies	1,510	2,071	1,000	1,000
	SUBTOTAL COMMODITIES	1,510	2,071	1,000	1,000
65100	Insurance (Risk Management)	0	0	0	0
65000	Building & Site Rental	0	0	0	0
	SUBTOTAL FIXED CHARGES	0	0	0	0
66400	Machinery & Equipment	0	0	0	0
	SUBTOTAL CAPITAL	0	0	0	0
	TOTAL	358,392	420,359	411,265	345,280

Class Code	AUTHORIZED PERSONNEL	ADOPTED FY 09-10		PROPOSED FY 10-11	
		Full Time	Part Time	Full Time	Part Time
0190	Administrative Services Manager	0.22		0.22	
7410	Payroll Technician	3.00		3.00	
7415	Senior Payroll Technician*	1.00		1.00	
9070	Senior Clerical Aide	0.00	1.00	0.00	0.00
	TOTAL	4.22	1.00	4.22	0.00

One (1) Payroll Systems Analyst funded thru the I.S. Strategic Plan Fund

GENERAL FUND

FINANCE & MANAGEMENT SERVICES
Purchasing

PROGRAM
01110120

Statement of Purpose

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

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

Accomplishments in FY 08-09 & FY 09-10

- * Designed, tested and implemented the A/P and Procurement modules of the new software.
- * Conducted training classes for users of the A/P and Procurement modules.
- * Took advantage of new technology to reduce the amount of purchase orders delivered via postal mail.
- * Participated in EOC training on continuity of government and procurement/logistics.

Action Plan for FY 2010-11

- * Continue to support all users of the Lawson A/P and Procurement modules.
- * Streamline small dollar purchases by expanding the procurement card program.
- * Find efficiencies necessitated by reduced staffing levels.

PERFORMANCE MEASURES	Actual	Actual	Estimated	Objective
	FY 07-08	FY 08-09	FY 09-10	FY 10-11
Service Level				
Purchase Orders processed/paid	4,423	4,107	2,400	2,400
Invoices paid	47,761	43,091	36,200	35,000
 Request for Council Action				
# Prepared	100	74	76	75
Dollar Volume	\$18,159,513	\$ 15,585,356	\$11,090,000	\$ 10,000,000

GENERAL FUND

FINANCE & MANAGEMENT SERVICES		ACCOUNTING UNIT			
Purchasing		01110120			
Object Code	LINE ITEM RESOURCES	ACTUAL FY 07-08	ACTUAL FY 08-09	PROJECTED FY 09-10	PROPOSED FY 10-11
61000	Salaries & Wages-Regular	578,519	591,024	594,970	473,210
61020	Salaries & Wages-Temporary	107,642	90,257	83,920	150,925
61040	Salaries & Wages-Overtime	12,409	7,720	14,435	14,435
61100	Retirement Plan	31,809	38,305	52,935	39,750
61110	Part-Time Retirement	0	0	0	6,400
61120	Medicare Insurance	9,469	9,281	8,580	8,975
61130	Employees Insurance	70,844	72,647	76,200	61,150
61170	Retiree Health Insurance	5,863	8,412	10,410	8,280
61180	Compensation Insurance	10,393	10,290	8,670	7,965
62302	Other Personnel Services	280	0	4,900	4,900
	SUBTOTAL PERSONNEL	827,227	827,937	855,020	775,990
62010	Communications	9,185	10,485	5,785	5,785
62120	Training & Transportation	3,374	1,975	7,105	7,105
62140	Other Agency Services	1,924	301	830	830
62300	Other Contractual Services	1,161	1,290	0	0
	SUBTOTAL CONTRACTUAL	15,644	14,051	13,720	13,720
63001	Operating Materials & Supplies	13,307	10,070	9,500	9,500
	SUBTOTAL COMMODITIES	13,307	10,070	9,500	9,500
65100	Insurance (Risk Management)	7,835	7,835	7,835	7,835
65000	Building & Site Rental	49,915	53,410	53,410	53,410
	SUBTOTAL FIXED CHARGES	57,750	61,245	61,245	61,245
66400	Machinery & Equipment	0	0	0	0
66510	Computer Software	627	0	0	0
	SUBTOTAL CAPITAL	627	0	0	0
	TOTAL	914,555	913,302	939,485	860,455

Class Code	AUTHORIZED PERSONNEL	ADOPTED FY 09-10		PROPOSED FY 10-11	
		Full Time	Part Time	Full Time	Part Time
0190	Administrative Services Manager	0.43		0.43	
1180	Assistant Director of Finance & Mgmt Svcs	0.10		0.10	
1340	Purchasing Supervisor	1.00		1.00	
1350	Buyer *	3.00		1.00	
7009	Accounts Payable Supervisor	1.00		1.00	
7010	Accounting Assistant	1.00		1.00	
0547	Purchasing Specialist	1.00		1.00	
7330	Senior Office Assistant	1.00		0.00	
9710	Purchasing Agent		1.00		1.00
9720	Purchasing Clerk		0.00		1.00
9070	Senior Clerical Aide		1.00		1.00
9120	Data Entry Clerk		1.00		1.00
0270	Assistant Buyer (PTCS)		1.00		1.00
	TOTAL	8.53	4.00	5.53	5.00

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

GENERAL FUND

FINANCE & MANAGEMENT SERVICES		PROGRAM		
Treasury & Municipal Utility Services		01110130		
Statement of Purpose				
<p><i>To provide for the receipt, custody and investment of City funds in a prompt and courteous manner through sound and prudent policies.</i></p> <p>This program is responsible for the receipt, custody and recordation of all revenues, and for managing the City's investment portfolio and the debt service on City bond issues. Treasury staff bills and collects several of the City's major revenues such as business licenses, dog licenses, utility users tax, hotel visitor tax, paramedic subscriptions, and municipal utility user charges. Municipal Utility Services (MUS) staff handles water meter reading and water turn-ons and turn-offs.</p>				
Accomplishments in FY 2009-2010				
<ul style="list-style-type: none"> * Implemented new municipality utility services system * Outsourced printing of municipal utility services bills. * Performed Request for Proposal for City banking services with analysis of RFPs submitted. 				
Action Plan for FY 2010-2011				
<ul style="list-style-type: none"> * Implement new City banking services contract. * Outsource printing of dog license bills. * Complete analysis and make recommendations for implementation of on-line or electronic payment of licensing and taxing programs. 				
PERFORMANCE MEASURES	Actual	Actual	Estimated	Objective
	FY 07-08	FY 08-09	FY 09-10	FY 10-11
Service Level				
# of business tax accounts	24,748	21,579	23,000	24,000
# of hotel visitor's tax reports processed	569	468	468	468
# of dog licenses	12,345	11,876	12,500	12,500
# of MUS bills processed	263,997	271,454	270,000	270,000
# of water meters read	267,456	268,458	268,500	268,500
# of customers served at cashier counters	106,471	101,586	102,000	102,000
# of delinquent MUS accounts turned off	3,360	2,308	2,500	2,000
# of utility user tax remittances	1,944	1,884	1,884	1,884
# of utility user max tax remittances	33	34	34	34
# of paramedic payments processed	5,478	5,531	5,100	4,000
# of parking citations payments processed	17,856	16,785	17,000	17,000
# of MAR payments processed	10,170	9,593	10,000	10,000
Efficiency				
Average Meter Reader reads per day	600	600	600	600
Effectiveness				
% of payments received and processed same day	100%	100%	100%	100%
% of available funds invested	100%	100%	100%	100%

GENERAL FUND

FINANCE & MANAGEMENT SERVICES		ACCOUNTING UNIT			
Treasury & Customer Service		01110130			
Object Code	LINE ITEM RESOURCES	ACTUAL FY 07-08	ACTUAL FY 08-09	PROJECTED FY 09-10	PROPOSED FY 10-11
61000	Salaries & Wages-Regular	1,481,028	1,652,354	1,673,705	1,542,625
61010	Salaries & Wages-Retirement	0	0	24,145	0
61020	Salaries & Wages-Temporary	199,376	193,750	221,920	213,215
61040	Salaries & Wages-Overtime	14,759	15,580	17,780	17,780
61100	Retirement Plan	74,456	94,350	148,915	129,580
61110	Part-Time Retirement	0	0	0	7,995
61120	Medicare Insurance	20,769	22,617	24,485	22,415
61130	Employees Insurance	218,413	237,827	256,445	236,495
61170	Retiree Health Insurance	14,700	22,150	29,290	26,995
61180	Compensation Insurance	29,985	32,631	33,305	31,575
62302	Other Personnel Services	9,226	0	2,430	2,430
	SUBTOTAL PERSONNEL	2,062,713	2,271,261	2,432,420	2,231,105
62010	Communications	26,835	28,518	30,000	30,000
62120	Training & Transportation	1,832	4,427	4,295	4,295
62140	Other Agency Services	371	256	1,450	1,450
62322	M&R Machinery & Equipment	3,483	3,580	4,560	4,560
62300	Other Contractual Services	325,180	331,457	275,020	275,020
62501	Lease Payments	55,877	55,553	55,720	55,720
	SUBTOTAL CONTRACTUAL	413,578	423,791	371,045	371,045
63001	Operating Materials & Supplies	125,406	126,824	193,204	193,205
	SUBTOTAL COMMODITIES	125,406	126,824	193,204	193,205
65010	Equipment Rental, City	43,496	46,615	48,039	48,040
65100	Insurance (Risk Management)	7,835	7,835	7,835	7,835
65200	Customer Services	(1,809,020)	(2,035,650)	(1,935,650)	(2,135,650)
65000	Building & Site Rental	70,890	75,850	75,850	75,850
	SUBTOTAL FIXED CHARGES	(1,686,799)	(1,905,350)	(1,803,926)	(2,003,925)
66400	Machinery & Equipment	0	0	0	0
	SUBTOTAL CAPITAL	0	0	0	0
67200	Capitalized Lease Obligation	0	0	0	0
	SUBTOTAL DEBT SERVICE	0	0	0	0
	TOTAL	914,897	916,525	1,192,743	791,430

Class Code	AUTHORIZED PERSONNEL	ADOPTED FY 09-10		PROPOSED FY 10-11	
		Full Time	Part Time	Full Time	Part Time
1170	Treasury Manager	1.00		1.00	
1180	Assistant Director of Finance & Mgmt Svcs	0.10		0.10	
1720	Management Analyst	1.00		0.00	
1870	Revenue & Contract Compliance Auditor	1.00		0.00	
7020	Treasury Services Supervisor	1.00		1.00	
1090	Revenue Supervisor	1.00		1.00	
1240	Business Tax Collector/Inspector	2.00		2.00	
7280	Senior Accounting Assistant	1.00		1.00	
1220	Customer Service Representative	9.00	1.00	9.00	
	Utilities Billing/Systems Technician	2.00		2.00	
1210	Meter Reader Collector	5.00		5.00	
7680	Revenue Processing Assistant	1.00		0.00	
9780	Customer Service Clerk		4.00		6.00
9775	Municipal Utility Reader-Collector		1.00		2.00
9120	Data Entry Clerk		2.00		2.00
9050	Clerical Assistant		0.00		1.00
8600	Student Intern		1.00		0.00
	TOTAL	25.10	9.00	22.10	11.00

GENERAL FUND

FINANCE & MANAGEMENT SERVICES
Information Services

PROGRAM
01110140

Statement of Purpose

To provide timely and accurate management information; storage, retrieval, analysis of data employing microcomputers, servers and mainframe computers connected via local and wide area networks; and telephone facsimile services -- services all designed to improve the productivity and effectiveness of the City's operating departments.

The Information Services division acts as an information center providing technology assistance to City departments in the design, development and implementation of the City's information management systems. Information Services staff support over 2000 plus end-users, 600 mainframe-based application programs, three client/server-based and three web-based Enterprise business systems; the City's wide area network with connection to the Internet; eight department local area networks; 163 servers in two data centers, 267+ managed network switches and routers, first/second line support to over 700/2100 microcomputer systems/devices, and 50 high speed data circuits.

Accomplishments in FY 08-09 & FY 09-10

- * Created a new patron tracking application for the Library computer labs.
- * Major upgrade to the Library's TLC system, includes enhanced functionality to allow users to create their own reports.
- * Supported production go live of the new Financial System and continue to provide critical hardware and patching support.
- * Configured and supported new Microsoft Mobile Data Devices for City Council members & other executives.
- * Configured/installed 50 microcomputers, printers & scanners.
- * 100% on-time system performance for payroll/housing assistance/vendor checks, utility bills, and business licenses.
- * Provided management and administrative support of the Police Department's Data Center and the City's Data Center.
- * Provided infrastructure & support for both SAFD sponsored EOC and the SAPD Departmental Operations Center.
- * Continued to provide effective Anti Virus and SPAM protection, reaching an average of 90% gross SPAM filtering rate.
- * Completed integrated Lawson Financial System.
- * Upgraded the Risk Management System.
- * Configured/supported 70 Blackberry handheld devices and administered the City's Blackberry Enterprise Server.

Action Plan for FY 2010-11

- * Continue programming and computer operations support for key City business systems, including the payroll, financial, business license, and property information systems.
- * Continue to support technology-based Homeland Security initiatives.
- * Continue efforts to proactively manage enterprise wide area network and local area networks to preclude downtime.
- * Manage network bandwidth to accommodate increasing computer-based activities as part of City operations.
- * Increase reliability and speed of wireless data network.
- * Implement Microsoft Distributed File System and disk quotas to provide a more flexible and manageable storage environment.
- * Complete major upgrade to the Payroll system

PERFORMANCE MEASURES

	Actual	Actual	Estimated	Objective
	FY 07-08	FY 08-09	FY 09-10	FY 10-11
Service Level				
Total # of software systems maintained	52	53	54	54
# of micro computer service requests	1,479	1,500	1,500	1,800
Volume of data protected	3.6 TB	6.5 TB	8.6 TB	10.0 TB
# of mobile data access devices supported:	150 / 250	192 / 278	176 / 235	176 / 235
Mobile email devices/mobile computing devices				
# of networked devices supported: first + second level	2,200	2,200	2,200	2,200
# of domains/network subnets supported	2/170	2/138	2/138	2/138
Efficiency: Network uptime percentage	99.99%	99.99%	99.99%	99.99%

GENERAL FUND

FINANCE & MANAGEMENT SERVICES		ACCOUNTING UNIT			
Information Services		01110140			
Object Code	LINE ITEM RESOURCES	ACTUAL FY 07-08	ACTUAL FY 08-09	PROJECTED FY 09-10	PROPOSED FY 10-11
61000	Salaries & Wages-Regular	860,856	882,913	709,075	705,090
61040	Salaries & Wages-Overtime	6,693	16,693	16,000	16,000
61100	Retirement	43,146	47,907	59,560	59,225
61120	Medicare Insurance	11,442	11,856	10,280	10,225
61130	Employees Insurance	84,501	87,319	79,630	85,395
61170	Retiree Health Insurance	8,452	12,394	12,410	12,340
61180	Compensation Insurance	12,345	12,821	10,020	9,750
62302	Other Personnel Services	0	0	0	0
	SUBTOTAL PERSONNEL	<u>1,027,436</u>	<u>1,071,903</u>	<u>896,975</u>	<u>898,025</u>
62010	Communications	46,551	48,856	0	0
62020	Training & Transportation	14,351	6,728	0	0
62140	Other Agency Services	476	550	0	0
62300	Other Contractual Services	326,781	132,893	0	0
	SUBTOTAL CONTRACTUAL	<u>388,159</u>	<u>189,026</u>	<u>0</u>	<u>0</u>
63001	Operating Materials & Supplies	23,824	58,652	0	0
	SUBTOTAL COMMODITIES	<u>23,824</u>	<u>58,652</u>	<u>0</u>	<u>0</u>
65010	Equipment Rental, City	0	0	0	0
65100	Insurance (Risk Management)	7,835	7,835	0	0
65200	Charges to Other Departments	(447,785)	(447,785)	(430,560)	(430,560)
65000	Building & Site Rental	96,750	103,525	0	0
	SUBTOTAL FIXED CHARGES	<u>(343,200)</u>	<u>(336,425)</u>	<u>(430,560)</u>	<u>(430,560)</u>
66400	Machinery & Equipment	5,326	613	0	0
66510	Computer Software	956	3,482	0	0
	SUBTOTAL CAPITAL	<u>6,282</u>	<u>4,094</u>	<u>0</u>	<u>0</u>
	TOTAL	<u><u>1,102,500</u></u>	<u><u>987,251</u></u>	<u><u>466,415</u></u>	<u><u>467,465</u></u>

Class Code	AUTHORIZED PERSONNEL	ADOPTED FY 09-10		PROPOSED FY 10-11	
		Full Time	Part Time	Full Time	Part Time
0960	Information Services Manager	0.25		0.25	
1180	Assistant Director of Finance & Mgmt Svcs	0.10		0.10	
2660	Applications/Tech Support Manager	0.50		0.50	
2630	Principal Programmer Analyst	5.00		5.00	
0020	Micro Systems Technician	1.00		1.00	
	TOTAL	<u>6.85</u>		<u>6.85</u>	

**GENERAL FUND
DEPARTMENT RESOURCE SUMMARY**

BOWERS MUSEUM CORPORATION

ACTIVITIES	ACTUAL FY 07-08	ACTUAL FY 08-09	PROJECTED FY 09-10	PROPOSED FY 10-11		
01112030 Museum Operations	1,969,076	2,021,802	1,825,385	1,517,510		
TOTAL	<u>1,969,076</u>	<u>2,021,802</u>	<u>1,825,385</u>	<u>1,517,510</u>		
OPERATING EXPENSE	ACTUAL FY 07-08	ACTUAL FY 08-09	PROJECTED FY 09-10	PROPOSED FY 10-11		
61000 Personnel *	0	0	0	0		
62251 Other Agency Services	12,677	13,873	14,705	15,587		
65100 Fixed Charges - Insurance	45,295	45,295	45,295	45,295		
66220 Improvements Other than Buildings	43,005	47,248	0	0		
69135 Payments to Sub-agents	1,868,100	1,915,385	1,765,385	1,456,628		
TOTAL	<u>1,969,076</u>	<u>2,021,802</u>	<u>1,825,385</u>	<u>1,517,510</u>		
Class Code	AUTHORIZED PERSONNEL		ADOPTED FY 09-10		PROPOSED FY 10-11	
	Full Time	Part Time	Full Time	Part Time	Full Time	Part Time
<p><i>* In accordance with the agreement between the City of Santa Ana and the Bowers Museum Corporation, authorized City staff who were assigned to the Museum, were transitioned to employment with the Museum in FY 87-88.</i></p>						

**GENERAL FUND
DEPARTMENT RESOURCE SUMMARY**

PARKS, RECREATION AND COMMUNITY SERVICES

ACTIVITIES	ACTUAL FY 07-08	ACTUAL FY 08-09	PROJECTED FY 09-10	PROPOSED FY 10-11
01111150 Library Adult Services	1,353,600	1,467,891	1,202,775	1,161,360
01111160 Library Youth Services	1,062,253	1,133,247	941,190	717,945
01111170 Library Admin. and Support Services	873,523	838,218	0	0
01111180 Library Outreach Services	3,096	21	0	0
01111190 Library Technology and Support Services	1,125,431	957,330	1,073,975	1,001,415
01113200 Administrative Services	1,754,691	1,893,862	2,650,870	2,031,895
01113205 Community Affairs	1,467,610	1,570,679	0	0
01113210 Stadium	304,267	316,450	120,585	132,735
01113220 Santa Ana Zoo at Prentice Park	1,832,881	1,884,118	1,879,025	1,602,325
01113230 Recreation	2,944,878	3,056,004	3,688,495	3,394,245
01113240 Park Ranger Program	479,528	551,698	739,465	841,280
01113250 Park Maintenance	5,378,478	5,585,636	4,760,050	4,626,455
01113260 Park Building Services	417,391	306,803	359,165	706,345
TOTAL	<u>18,997,627</u>	<u>19,561,958</u>	<u>17,415,595</u>	<u>16,216,000</u>

OPERATING EXPENSE	ACTUAL FY 07-08	ACTUAL FY 08-09	PROJECTED FY 09-10	PROPOSED FY 10-11
61000 Personnel	11,783,302	12,646,592	10,542,539	9,411,620
62000 Contractual	3,923,614	3,791,334	4,400,925	4,287,470
63000 Commodities	1,000,981	831,582	616,505	640,505
65000 Crossed Charges	1,849,586	1,868,138	1,774,721	1,795,500
66000 Capital Outlay	359,259	343,427	0	0
67000 Debt Payment	80,886	80,886	80,905	80,905
TOTAL	<u>18,997,627</u>	<u>19,561,958</u>	<u>17,415,595</u>	<u>16,216,000</u>

Class Code	AUTHORIZED PERSONNEL	ADOPTED FY 09-10		PROPOSED FY 10-11	
		Full Time	Part Time	Full Time	Part Time
5400	Executive Director, Parks, Rec & Com Svcs.	1.00		1.00	
0380	Assistant Director	1.00		1.00	
0190	Administrative Services Manager	1.00		1.00	
1940	Community Services Supervisor	0.00		6.00	
4350	Park Superintendent	1.00		0.00	
5380	Recreation Superintendent	1.00		0.00	
5480	Zoo Manager	1.00		1.00	
TBD	Community Services Manager	0.00		1.00	
0150	Senior Management Analyst	1.00		1.00	
7400	Executive Secretary	1.00		0.00	
7330	Senior Office Assistant	2.00		0.00	
7280	Senior Accounting Assistant	2.00		2.00	
7010	Accounting Assistant	1.00		1.00	
1720	Management Analyst	1.00		1.00	
01850	Contracts Administrator	1.00		1.00	
1040	Associate Parks and Landscape Planner	1.00		0.00	
1500	Graphics Designer I	1.00		1.00	
5430	Zoo Curator	1.00		1.00	
5470	Zoo Animal Registrar	1.00		1.00	
0930	Zoo Education Specialist	1.00		0.00	
5420	Zoo Keeper I	7.00		5.00	
5410	Zoo Keeper II	2.00		2.00	

**GENERAL FUND
DEPARTMENT RESOURCE SUMMARY**

PARKS, RECREATION AND COMMUNITY SERVICES

Class Code	AUTHORIZED PERSONNEL	ADOPTED FY 09-10		PROPOSED FY 10-11	
		Full Time	Part Time	Full Time	Part Time
5460	Zoo Keeper Aide	2.00		0.00	
5360	Recreation Supervisor	5.00		0.00	
5330	Recreation Program Coordinator	3.00		1.00	
5310	Recreation Leader	4.00		3.00	
6330	Senior Park Maintenance Supervisor	0.00		1.00	
4110	Park Maintenance Leader	2.00		0.00	
4100	Park Maintenance Worker	4.00		0.00	
4860	Park Maintenance Aide	1.00		1.00	
TBD	Park Landscape Inspector I	0.00		2.00	
TBD	Park Landscape Inspector II	0.00		1.00	
1010	General Maintenance Supervisor	1.00		0.00	
4190	General Maintenance Leader	1.00		0.00	
4180	General Maintenance Worker	6.00		5.00	
5115	Principal Librarian	2.00		3.00	
5109	Senior Librarian	10.00		9.00	
5170	Periodical Technician	1.00		0.00	
5313	Youth Services Technician	3.00		3.00	
5050	Library Services Assistant	3.00		3.00	
5140	Library Specialist	1.00		0.00	
7440	Library Aide (T)**	1.00		0.00	
5055	Supervising Library Services Assistant	3.00		3.00	
5195	Library Operations Manager	1.00		1.00	
5100	Senior Library Technician (T) *	1.00		1.00	
5150	Bibliographic Technician	1.00		1.00	
9041	Account Clerk I		2.00		2.00
9770	Administrative Aide		1.00		2.00
9000	Animal Keeper I		6.00		12.00
9010	Animal Keeper II		1.00		1.00
9040	Cashier		4.00		4.00
9090	Clerk Typist II		2.00		0.00
9060	Clerical Aide		3.00		2.00
9050	Clerical Assistant		1.00		0.00
9100	Community Center Aide		5.00		13.00
9690	Computer Technician		1.00		1.00
9120	Data Entry Clerk		1.00		1.00
4190	General Maintenance Leader (PT)		0.00		1.00
9160	Graphics Aide		1.00		0.00
9230	Maintenance Aide II		18.00		13.00
4860	Park Maintenance Aide (CS/PT)		1.00		1.00
9300	Park Maintenance Assistant		25.00		35.00
8160	Program Coordinator		16.00		19.00
9350	Program Leader I		7.00		3.00
9360	Program Leader II		36.00		37.00
3615	PT Park Ranger		6.00		10.00
7470	PT Supervising Park Ranger		3.00		3.00
8100	Senior Administrative Intern		1.00		1.00
9070	Senior Clerical Aide		10.00		9.00
9260	Senior Maintenance Worker		1.00		6.00
9400	Senior Program Leader		11.00		29.00
9430	Special Events Leader I		4.00		3.00
9440	Special Events Leader II		1.00		1.00

**GENERAL FUND
DEPARTMENT RESOURCE SUMMARY**

PARKS, RECREATION AND COMMUNITY SERVICES

Class Code	AUTHORIZED PERSONNEL	ADOPTED FY 09-10		PROPOSED FY 10-11	
		Full Time	Part Time	Full Time	Part Time
5080	Library Technician (PTCS)		1.00		0.00
9180	Librarian / PT		1.00		1.00
9210	Library Clerk II		2.00		2.00
9200	Library Clerk I		8.00		8.00
9190	Library Assistant		1.00		1.00
8170	Senior Library Assistant		1.00		2.00
8410	Senior Tutor		11.00		0.00
8420	Tutor		7.00		0.00
9290	Library Page		8.00		8.00
	TOTAL GENERAL FUND	<u>85.00</u>	<u>208.00</u>	<u>65.00</u>	<u>231.00</u>
	SECTION 5 SPECIAL REVENUE				
07413250	Civic Center Maintenance	<u>3.00</u>	<u>0.00</u>	<u>3.00</u>	<u>2.00</u>
		3.00	0.00	3.00	2.00
	TOTAL NON GRANT POSITIONS	<u><u>88.00</u></u>	<u><u>208.00</u></u>	<u><u>68.00</u></u>	<u><u>233.00</u></u>
	PENDING GRANT FUNDING				
16113265	Habitat Conservation Fund		0.00		3.00
16913202	OCTA Senior Mobility		17.00		14.00
13518783	CDBG - PRCSA		0.00		16.00
13518783	CDBG - Library		0.00		16.00
15311154	ICMA - Library		0.00		2.00
		<u>0.00</u>	<u>17.00</u>	<u>0.00</u>	<u>51.00</u>
	TOTAL ALL FUNDING SOURCES	88.00	225.00	68.00	284.00

Note: As a result of the merger between PRCSA and the Library, Library Admin Services (11-11-170) and PRCSA Admin Services (11-13-200) were combined into 11-13-200. In addition, Recreation (11-13-230) and Community Affairs (11-13-205) were combined in 11-13-230.

* Upon vacancy, position converts to Assistant Librarian.

** Upon vacancy, position is terminated.

GENERAL FUND

PARKS, RECREATION & COMMUNITY SERVICES		PROGRAM		
Library Adult Services		0111150		
Statement of Purpose				
<p><i>To provide a variety of timely materials, quality information and services that are useful and promote learning and enjoyment for adults in Santa Ana's ethnically diverse population.</i></p> <p>Adult Services serves patrons from high-school age through adulthood. They are assisted in choosing books, audiovisual and electronic materials, and in the use of library resources and services. This section evaluates library materials for purchase and for removal from the adult and young adult collections in accord with the collection development plan. Adult Services staffs and maintains the Santa Ana History Room, which collects and makes available to the public materials and information on Santa Ana history. This section also staffs and maintains the TeenSpace, which offers teen-specific materials, activities and programs for Santa Ana teens.</p>				
Accomplishments in FY 09-10				
<ul style="list-style-type: none"> * Continued to reorganize, inventory and evaluate the holdings of the Santa Ana History Room. * Implemented an extensive educational program for teens based in the new TeenSpace. * Achieved cost saving by retiring the small Service to Shut-Ins program. * Improved collection by initiating an inventory and evaluation of the nonfiction, fiction and reference collections. 				
Action Plan for FY 2010-2011				
<ul style="list-style-type: none"> * Continue to expand and improve the curriculum for computer workshops for Spanish-speaking adults. * Improve services to teens by evaluating existing activities and programs and initiating new ones as appropriate. * Implement the successful model developed for library literacy by providing tours and library information sessions for adult ESL students. * Increase public awareness of the Santa Ana History Room by participating in local and regional historical events and colloquia. 				
PERFORMANCE MEASURES	Actual	Actual	Estimated	Objective
	FY 07-08	FY 08-09	FY 09-10	FY 10-11
Service Levels				
Adult / YA materials loaned	69,734/47,569	78,778/35,523	101,225/55,900	86,655/39,075
Adult / YA materials read in library	47,287/21,931	84,645/66,430	50,299/22,775	93,109/36,674
Materials added Adult / YA	10,735/2,089	5,260/789	2,220/595	57,786/867
Information requests	31,858	42,305	43,000	46,536
Items deleted	10,548	10,140	16,415	11,153
Periodical/Microfilm use	14,113/1,537	1,380/1,818	9,878/1,328	1,518/1,999
Class/Tours Visits and Attendance	8/150	12/0	60/500	13/0
Passport Applications Processed (new stat)	N/A	94	275	103
New Library cards issued Adult / YA	8,214	6,492/1,138	8275	7,141/1,252
Computer Workshops / Attendance	42/298	51/786	45/459	56/864
Shut Ins Volunteers/Hours	94/1,601	NA	NA	NA
Volunteer Services system-wide Volunteers/ Hours	390/5,063	1,508/17,973	300/9552	1,658/19,770
Efficiency				
Cost per item loaned in Adult Services	\$11.53	\$12.84	\$7.65	\$9.24
Effectiveness				
Percent of adults holding library cards	24.0%	35.5%	34.0%	37.1%

GENERAL FUND

PARKS, RECREATION & COMMUNITY SERVICES		ACCOUNT UNIT			
Library Adult Services		0111150			
Object Code	LINE ITEM RESOURCES	ACTUAL FY 07-08	ACTUAL FY 08-09	PROJECTED FY 09-10	PROPOSED FY 10-11
61000	Salaries Regular	688,171	781,062	701,310	738,180
61020	Salaries Part-Time	79,044	75,788	90,265	167,085
61100	Retirement-Employer Contribution	36,217	45,777	61,410	61,120
61110	Part-Time Retirement	0	0	0	6,265
61120	Medicare Insurance	8,285	9,382	8,650	11,800
61130	Health Insurance	104,740	123,166	111,125	87,305
61170	Retiree Health Benefits	7,014	10,784	12,090	12,735
61180	Worker Compensation Insurance	5,067	5,621	4,840	18,860
	SUBTOTAL PERSONNEL	928,537	1,051,580	989,690	1,103,350
62010	Communications	6,868	9,547	6,550	6,550
62120	Training, Transportation, Meeting	1,497	33	1,650	1,650
62140	Membership, Subscription And Dues	74,504	69,106	24,195	24,195
62300	Contractual Services-Professional	111	0	300	300
	SUBTOTAL CONTRACTUAL	82,980	78,686	32,695	32,695
63001	Misc Office Expenses	19,414	14,955	15,395	15,395
	SUBTOTAL COMMODITIES	19,414	14,955	15,395	15,395
65000	Building Rental	137,955	150,455	155,075	0
65100	Insurance Charges	9,920	8,875	9,920	9,920
	SUBTOTAL FIXED CHARGES	147,875	159,330	164,995	9,920
66600	Books Records Video	174,794	163,340	0	0
	SUBTOTAL CAPITAL	174,794	163,340	0	0
	TOTAL	1,353,600	1,467,891	1,202,775	1,161,360

Class Code	AUTHORIZED PERSONNEL	ADOPTED FY 09-10		PROPOSED FY 10-11	
		Full Time	Part Time	Full Time	Part Time
5195	Library Operations Manager	0.00		1.00	
5115	Principal Librarian	0.00		1.00	
5109	Senior Librarian	7.00		7.00	
5170	Periodical Technician	1.00		0.00	
5140	Library Specialist	1.00		0.00	
7440	Library Aide (T)*	1.00		0.00	
5080	Library Technician (PTCS)		1.00		0.00
8170	Senior Library Assistant		0.00		1.00
9180	Librarian / PT		1.00		1.00
9210	Library Clerk II		1.00		1.00
9200	Library Clerk I		2.00		2.00
3615	PT Park Ranger		0.00		3.00
	TOTAL	10.00	5.00	9.00	8.00

* Upon vacancy, position is terminated

GENERAL FUND

PARKS, RECREATION & COMMUNITY SERVICES

PROGRAM

Library Youth Services

0111160

Statement of Purpose

To provide timely materials and quality programs to meet the educational, recreational, and cultural needs of youth, from infancy through high school, to promote early literacy, enhance academic success and expand personal growth.

This program provides advisory, information and reference services for children, youth, parents, teachers and adults, technology & workshops for students & parents; story time and educational / cultural programming for families; school visits and library tours. These services are provided in coordination with Adult Services, the Santa Ana Unified School District, and other educational institutions & community agencies.

Accomplishments in FY 09-10

- * Provided weekly storytimes at both the Main Library and at the Newhope Library Learning Center.
- * Provided two seasonal reading incentive programs.
- * Offered an after-school homework help and tutoring program to assist students with academic needs.
- * Provided computer/Internet access, electronic interactive reading tools, & weekly computer workshops for PreS-8th gr. students.
- * Provided limited monthly & weekly cultural/educational programming for Santa Ana children and families.
- * Extended outreach to Santa Ana schools and community agencies to promote library resources, programs, and services as requested.
- * Collaborated with the Santa Ana Unified School District to provide library materials to students at Valley, Saddleback, and Century Schools.

Action Plan for FY 2010-2011

- * Continue providing weekly storytimes for children from babies to grade school students and their families.
- * Continue providing the summer reading program to help students retain and improve their reading skills.
- * Continue providing computer/Internet access, electronic interactive reading tools, and computer workshops for PreS-8th grade students.
- * Continue providing limited monthly and weekly cultural/educational programming for Santa Ana children and families.
- * Continue offering after-school homework help and tutoring to assist students with academic needs.
- * Continue providing outreach to Santa Ana schools and community agencies to promote library resources, programs, and services as requested.
- * Continue offering library tours to Santa Ana schools and community agencies to promote library services as requested.

PERFORMANCE MEASURES	Actual	Actual	Estimated	Objective
	FY 07-08	FY 08-09	FY 09-10	FY 10-11
Service Levels				
Youth Materials Loaned	287,425	412,275	364,672	348,500
Information requests	23,352	24,925	29,256	27,800
Preschool age programs/Attendance	141/4890	127/4,335	96/2,880	90/3,600
School age programs/Attendance	582/23,997	406/17,595	60/4,200	340/11,560
Class Tours/School Visits & Attendance	196/6,055	170/7,818	195/8,695	180/8,500
New library cards issued	6,214	5,826	9,500	5,600
Youth Materials Added	18,714	10,959	10,000	5,700
Students registered in Learning Center (computer users)/ Sessions	13,993/28,664	6,765 / 31,643	15,200/28,961	8,457/33,300
Students registered in Learning Center (tutoring)/ Sessions	2,217/7,098	878/5,823	3,564/8,400	1,201/6,250
Efficiency				
Cost per item loaned in Youth Services	\$3.69	\$3.64	\$2.58	\$2.36
Effectiveness				
Percent of youths holding library cards	30.0%	22.3%	38.0%	38.0%

GENERAL FUND

PARKS, RECREATION & COMMUNITY SERVICES		ACCOUNT UNIT			
Library Youth Services		01111160			
Object Code	LINE ITEM RESOURCES	ACTUAL FY 07-08	ACTUAL FY 08-09	PROJECTED FY 09-10	PROPOSED FY 10-11
61000	Salaries Regular	483,349	594,036	572,735	484,870
61020	Salaries Part-Time	148,784	114,301	36,335	34,545
61100	Retirement-Employer Contribution	26,296	35,858	48,820	40,145
61110	Part-Time Retirement	0	0	0	1,235
61120	Medicare Insurance	5,108	6,006	5,555	4,505
61130	Health Insurance	78,652	87,001	95,425	79,315
61170	Retiree Health Benefits	4,688	8,011	9,900	8,365
61180	Worker Compensation Insurance	6,281	6,763	4,220	3,320
	SUBTOTAL PERSONNEL	753,158	851,976	772,990	656,300
62010	Communications	8,932	5,976	14,920	14,920
62120	Training, Transportation, Meeting	3,622	2,045	3,500	3,500
62140	Membership, Subscription And Dues	4,140	5,162	2,000	2,000
62300	Contractual Services-Professional	6,048	3,592	5,300	5,300
	SUBTOTAL CONTRACTUAL	22,742	16,776	25,720	25,720
63001	Misc Office Expenses	39,212	16,479	25,000	25,000
	SUBTOTAL COMMODITIES	39,212	16,479	25,000	25,000
65000	Building Rental	77,790	84,990	87,450	0
65010	Rental City Equipment	25,207	25,505	25,505	6,400
65100	Insurance Charges	3,480	4,525	4,525	4,525
	SUBTOTAL FIXED CHARGES	106,477	115,020	117,480	10,925
66200	Building Improvements	0	16,134	0	0
66510	Computer Software	56	289	0	0
66600	Books Records Video	140,608	116,574	0	0
	SUBTOTAL CAPITAL	140,664	132,997	0	0
	TOTAL	1,062,253	1,133,247	941,190	717,945

Class Code	AUTHORIZED PERSONNEL	ADOPTED FY 09-10		PROPOSED FY 10-11	
		Full Time	Part Time	Full Time	Part Time
5115	Principal Librarian	1.00		1.00	
5313	Youth Services Technician	3.00		3.00	
5109	Senior Librarian	3.00		2.00	
5055	Supervising Library Services Assistant	1.00		1.00	
8170	Senior Library Assistant		1.00		1.00
9210	Library Clerk II		1.00		1.00
8410	Senior Tutor		11.00		0.00
8420	Tutor		1.00		0.00
	TOTAL	8.00	14.00	7.00	2.00

GENERAL FUND

PARKS, RECREATION & COMMUNITY SERVICES

Library Administration Services

PROGRAM

0111170

Statement of Purpose

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

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

ORGANIZATIONAL STRUCTURE

ADMINISTRATION

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

ADULT SERVICES

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

YOUTH SERVICES

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

TECHNOLOGY & SUPPORT SERVICES

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

Note: This activity is now combined with 11-231.

GENERAL FUND

PARKS, RECREATION & COMMUNITY SERVICES		ACCOUNT UNIT			
Library Administration Services		01111170			
Object Code	LINE ITEM RESOURCES	ACTUAL FY 07-08	ACTUAL FY 08-09	PROJECTED FY 09-10	PROPOSED FY 10-11
61000	Salaries Regular	314,540	346,883	0	0
61020	Salaries Part-Time	36,799	71,931	0	0
61040	Salaries Overtime	0	41	0	0
61100	Retirement-Employer Contribution	17,125	17,331	0	0
61120	Medicare Insurance	5,139	6,296	0	0
61130	Health Insurance	31,638	34,021	0	0
61170	Retiree Health Benefits	2,670	4,306	0	0
61180	Worker Compensation Insurance	7,884	9,152	0	0
62302	Contracted Vendor Personnel Services	2,853	1,971	0	0
	SUBTOTAL PERSONNEL	418,649	491,933	0	0
62000	Utilities	164,983	181,589	0	0
62010	Communications	13,453	16,508	0	0
62120	Training, Transportation, Meeting	7,807	7,050	0	0
62140	Membership, Subscription And Dues	4,057	10,676	0	0
62300	Contractual Services-Professional	147,792	22,080	0	0
	SUBTOTAL CONTRACTUAL	338,093	237,903	0	0
63001	Misc Office Expenses	11,458	14,319	0	0
63020	Postage/Printing	317	448	0	0
	SUBTOTAL COMMODITIES	11,775	14,767	0	0
65000	Building Rental	46,620	50,850	0	0
65010	Rental City Equipment	3,782	3,895	0	0
65040	Computer Services Charge	21,373	6,568	0	0
65100	Insurance Charges	2,495	2,495	0	0
	SUBTOTAL FIXED CHARGES	74,270	63,808	0	0
66400	Machinery & Equipment	929	0	0	0
	SUBTOTAL CAPITAL	929	0	0	0
67200	Principal - Capital Lease	29,807	29,807	0	0
	SUBTOTAL DEBT SERVICES	29,807	29,807	0	0
	TOTAL	873,523	838,218	0	0

Class Code	AUTHORIZED PERSONNEL	ADOPTED FY 09-10		PROPOSED FY 10-11	
		Full Time	Part Time	Full Time	Part Time

Note: This activity is now combined with 11-231.

GENERAL FUND

PARKS, RECREATION & COMMUNITY SERVICES
Library Outreach Services & Community History

PROGRAM
0111180

Statement of Purpose

To provide library services and programs within our highly diverse and multi-cultural neighborhoods and develop book collections, resources and services to attract and retain new library users.

Bookmobiles provide mobile library services to children, adolescents and adults; Service to Shut-Ins serves the homebound, elderly, physically challenged and institutionalized; Volunteer Services recruits and coordinates library volunteer activities; Santa Ana History Room maintains a specialized collection of local history and provides opportunities for residents to explore history through workshops, presentations, and guided research.

Accomplishments in FY 09-10

N/A

Action Plan for FY 2010-2011

****Due to organizational changes this account will be retired as of June 31, 2005**

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

PERFORMANCE MEASURES	Actual	Actual	Estimated	Objective
	FY 07-08	FY 08-09	FY 09-10	FY 10-11
Service Levels				
Outreach materials added	N/A	N/A	N/A	N/A
Bookmobile tours/Attendance	N/A	N/A	N/A	N/A
Bookmobile materials loaned	N/A	N/A	N/A	N/A
Bookmobile new library card issued	N/A	N/A	N/A	N/A
Bookmobile patron visits	N/A	N/A	N/A	N/A
Bookmobile services hours	N/A	N/A	N/A	N/A
Bookmobile services stops	N/A	N/A	N/A	N/A
Bookmobile story times + program/Attendance	N/A	N/A	N/A	N/A
Shut-Ins Services stops/materials loaned	N/A	N/A	N/A	N/A
Shut-Ins volunteer/hours	N/A	N/A	N/A	N/A
Volunteer Services system wide-volunteers/ hours	N/A	N/A	N/A	N/A
Efficiency				
Cost per item loaned in Outreach Services	N/A	N/A	N/A	N/A

GENERAL FUND

PARKS, RECREATION & COMMUNITY SERVICES		ACCOUNT UNIT			
Library Outreach Services & Community History		0111180			
Object Code	LINE ITEM RESOURCES	ACTUAL* FY 07-08	ACTUAL FY 08-09	PROJECTED FY 09-10	PROPOSED FY 10-11
61000	Salaries Regular	2,411	0	0	0
61100	Retirement-Employer Contribution	9	0	0	0
61130	Health Insurance	25	0	0	0
61180	Worker Compensation Insurance	5	0	0	0
	SUBTOTAL PERSONNEL	<u>2,450</u>	<u>0</u>	<u>0</u>	<u>0</u>
62010	Communications	565	21	0	0
62120	Training, Transportation, Meeting	82	0	0	0
	SUBTOTAL CONTRACTUAL	<u>646</u>	<u>21</u>	<u>0</u>	<u>0</u>
	SUBTOTAL COMMODITIES	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>
	SUBTOTAL FIXED CHARGES	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>
	SUBTOTAL CAPITAL	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>
	TOTAL	<u><u>3,096</u></u>	<u><u>21</u></u>	<u><u>0</u></u>	<u><u>0</u></u>
Class Code	AUTHORIZED PERSONNEL	ADOPTED FY 09-10		PROPOSED FY 10-11	
		Full Time	Part Time	Full Time	Part Time
	*Programs and services will be delivered by Youth Services (0111160) & Adult Services (0111150)				

GENERAL FUND

PARKS, RECREATION & COMMUNITY SERVICES		PROGRAM		
Library Technology and Support Services		01111190		
Statement of Purpose				
<p><i>To provide public access to electronic resources and print materials through efficient use of technological advances, training, processing, and lending procedures.</i></p> <p>Technology and Support Services maintains the electronic and technical resources of the library including the web site, periodical databases, online catalog, and adult computer laboratory. It offers public and staff training to enhance computer skills. This program also orders, catalogs and processes materials requested by Adult Services and Youth Services. In addition, it is responsible for maintaining records of materials loaned, issuing library cards, and maintaining the availability of books on the shelves for patron use.</p>				
Accomplishments in FY 09-10				
<ul style="list-style-type: none"> * Improved effective use of personnel by initiating cross training of library staff in Circulation functions. * Provided better information to public by improving the attractiveness and usability of the Library's web site. * Improved Library efficiency by participating in restructuring staff schedules to maximize effective use of * Improved service to public by participating in an inventory of books and audiovisual materials. * Increased number of library cardholders by promoting services through participation in Citywide events. * Improved service to public by promoting online renewal and remote usage of library databases. 				
Action Plan for FY 2010-2011				
<ul style="list-style-type: none"> * Increase usage of library online databases by promoting to middle school and high school students and their t * Continue to improve the content and develop new materials for the Library's website. * Conduct staff training sessions on Report Managers. * Continue to develop and improve internal communications through the Library's Intranet. 				
PERFORMANCE MEASURES	Actual	Actual	Estimated	Objective
	FY 07-08	FY 08-09	FY 09-10	FY 10-11
Service Levels				
# of items in system	340,157	326,160	335,899	316,309
# of registered patrons	120,462	125,528	128,925	132,072
# of library visits by patrons to fixed facilities	576,185	685,541	695,205	809,038
# of print materials loaned	404,280	448,825	525,684	455,430
# of audio recordings loaned	32,617	44,065	45,225	21,182
# of video/DVD recordings loaned	66,977	103,676	90,025	38,301
Online Database Searches	13,397	11,886	15,000	17,723
Public computer usage: users/sessions	14,182	14,256	16,000	15,309/45,929
Online catalog searches	278,482	284,160	340,400	298,620
# of new items added to collection	31,538	21,140	12,200	16,152
# of visits to library website	231,897	682,418	700,000	770,000
Efficiency				
Overall library cost per loan	\$8.76	\$7.37	\$5.85	\$3.50
Effectiveness				
Achieve ratio 1:8 new books per capita	.13:8	.17:8	.14:8	.22:8
Achieve ratio of 2:1 total books per capita	.73:1	.92:1	.71:1	.89:1
Library card holders as % of Santa Ana residents (Goal is to reach 60%)	33%	36%	35%	37%

GENERAL FUND

PARKS, RECREATION & COMMUNITY SERVICES	ACCOUNT UNIT
Library Technology and Support Services	01111190

Object Code	LINE ITEM RESOURCES	ACTUAL FY 07-08	ACTUAL FY 08-09	PROJECTED FY 09-10	PROPOSED FY 10-11
61000	Salaries Regular	434,489	361,041	474,390	475,750
61020	Salaries Part-Time	375,377	346,910	288,235	217,930
61100	Retirement-Employer Contribution	22,905	21,180	50,140	39,965
61110	Part-Time Retirement	0	0	0	7,780
61120	Medicare Insurance	9,601	8,090	8,530	7,580
61130	Health Insurance	87,081	75,788	91,205	103,765
61170	Retiree Health Benefits	4,804	4,955	8,300	8,325
61180	Worker Compensation Insurance	5,126	4,459	4,980	4,300
	SUBTOTAL PERSONNEL	<u>939,383</u>	<u>822,422</u>	<u>925,780</u>	<u>865,395</u>
62010	Communications	4,505	5,116	5,625	5,625
62120	Training, Transportation, Meeting	0	14	550	550
62140	Membership, Subscription And Dues	336	52	0	0
62300	Contractual Services-Professional	122,993	90,366	90,000	90,000
	SUBTOTAL CONTRACTUAL	<u>127,834</u>	<u>95,548</u>	<u>96,175</u>	<u>96,175</u>
63001	Misc Office Expenses	45,928	31,860	38,670	38,670
	SUBTOTAL COMMODITIES	<u>45,928</u>	<u>31,860</u>	<u>38,670</u>	<u>38,670</u>
65000	Building Rental	11,110	6,325	12,175	0
65100	Insurance Charges	1,175	1,175	1,175	1,175
	SUBTOTAL FIXED CHARGES	<u>12,285</u>	<u>7,500</u>	<u>13,350</u>	<u>1,175</u>
	SUBTOTAL CAPITAL	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>
	TOTAL	<u><u>1,125,431</u></u>	<u><u>957,330</u></u>	<u><u>1,073,975</u></u>	<u><u>1,001,415</u></u>
**Previous data in account 11-214					

Class Code	AUTHORIZED PERSONNEL	ADOPTED FY 09-10		PROPOSED FY 10-11	
		Full Time	Part Time	Full Time	Part Time
5115	Principal Librarian	1.00		1.00	
5055	Supervising Library Services Assistant	2.00		2.00	
5100	Senior Library Technician (T) *	1.00		1.00	
5150	Bibliographic Technician	1.00		1.00	
5050	Library Services Assistant	3.00		3.00	
9190	Library Assistant		1.00		1.00
9200	Library Clerk I		6.00		6.00
8420	Tutor		6.00		0.00
9290	Library Page		8.00		8.00
	TOTAL	<u><u>8.00</u></u>	<u><u>21.00</u></u>	<u><u>8.00</u></u>	<u><u>15.00</u></u>
* Upon vacancy, position converts to Assistant Librarian					

GENERAL FUND

PARKS, RECREATION & COMMUNITY SERVICES
Administrative Services

PROGRAM
01113200

Statement of Purpose

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

SERVICE PROGRAM

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

GENERAL FUND

PARKS, RECREATION & COMMUNITY SERVICES		ACCOUNT UNIT			
Administrative Services		01113200			
Object Code	LINE ITEM RESOURCES	ACTUAL FY 07-08	ACTUAL FY 08-09	PROJECTED FY 09-10	PROPOSED FY 10-11
61000	Salaries Regular	969,954	1,057,008	1,174,745	871,920
61020	Salaries Part-Time	118,777	114,522	145,495	81,175
61040	Salaries Overtime	11,181	8,042	16,300	16,300
61100	Retirement-Employer Contributor	48,700	58,899	103,460	73,240
61110	Part-Time Retirement	0	0	0	3,045
61120	Medicare Insurance	12,859	13,610	13,655	9,210
61130	Health Insurance	123,586	131,712	134,480	108,535
61170	Retiree Health Benefits	9,275	13,633	16,665	15,260
61180	Worker Compensation Insurance	18,463	20,467	45,405	28,215
	SUBTOTAL PERSONNEL	1,312,796	1,417,892	1,650,205	1,206,900
62000	Utilities	0	11	164,985	0
62010	Communications	46,322	54,530	58,400	57,380
62120	Training, Transportation, Meeting	12,036	9,389	10,710	10,710
62140	Membership, Subscription And Dues	2,099	760	42,330	1,450
62300	Contractual Services-Professional	30,222	51,979	414,290	505,160
62302	Contracted Vendor Personnel Services	8,271	23,549	2,700	2,700
62501	Operating Lease Expense	197,508	151,292	0	0
	SUBTOTAL CONTRACTUAL	296,459	291,509	693,415	577,400
63000	Office Supplies	1,812	0	0	0
63001	Misc Office Expenses	57,585	83,700	90,675	90,675
	SUBTOTAL COMMODITIES	59,397	83,700	90,675	90,675
65000	Building Rental	0	0	52,400	0
65010	Rental City Equipment	9,541	7,355	16,260	19,735
65040	Computer Services Charge	0	0	51,560	0
65100	Insurance Charges	64,055	64,055	66,550	66,500
65205	Interdepartmental Personnel Charges	0	0	0	40,880
	SUBTOTAL FIXED CHARGES	73,596	71,410	186,770	127,115
66220	Imp Other Than Bld	0	21,533	0	0
66400	Machinery & Equipment	11,951	0	0	0
66510	Computer Software	493	7818.28	0	0
	SUBTOTAL CAPITAL	12,444	29,351	0	0
67200	Principal - Capital Lease	0	0	29,805	29,805
	SUBTOTAL DEBT SERVICES	0	0	29,805	29,805
	TOTAL	1,754,691	1,893,862	2,650,870	2,031,895
Class Code	AUTHORIZED PERSONNEL	ADOPTED FY 09-10		PROPOSED FY 10-11	
		Full Time	Part Time	Full Time	Part Time
7010	Accounting Assistant	1.00		1.00	
0190	Administrative Services Manager	1.00		1.00	
0380	Assistant Director	1.00		1.00	
1040	Associate Park/Landscape Planner	1.00		0.00	
01850	Contracts Administrator	1.00		1.00	
5400	Exec. Director, Parks, Rec & Com. Svcs.	1.00		1.00	
7400	Executive Secretary	1.00		0.00	
1500	Graphics Designer I	1.00		1.00	
1720	Management Analyst	1.00		1.00	
5195	Library Operations Manager	1.00		0.00	
7280	Senior Accounting Assistant	2.00		2.00	
0150	Senior Management Analyst	1.00		1.00	
7330	Senior Office Assistant	1.00		0.00	
9041	Account Clerk I		2.00		2.00
9770	Administrative Aide		1.00		1.00
9160	Graphics Aide		1.00		0.00
8100	Senior Administrative Intern		1.00		0.00
9070	Senior Clerical Aide		3.00		0.00
	TOTAL	14.00	8.00	10.00	3.00

GENERAL FUND

PARKS, RECREATION & COMMUNITY SERVICES		PROGRAM		
Community Affairs		01113205		
Statement of Purpose				
<i>To provide quality programs for all City residents in the areas of senior services, community events, volunteer opportunities, and corporate sponsorships, and to further the objective of joint use with the Santa Ana Unified School District.</i>				
Accomplishments in FY 008-09 & FY 09-10				
* See (11-13-230) Recreation				
Action Plan for FY 2010-11				
* See (11-13-230) Recreation				
PERFORMANCE MEASURES	Actual FY 07-08	Actual FY 08-09	Estimated FY 09-10	Objective FY 10-11
Service Level # of City sponsored community events	20	20		
Efficiency # of volunteers recruited	1,800	2,000		
Effectiveness Revenue from donations	\$80,000	\$85,000		
* Note: Effective FY 2009-10, this activity has been combined with (01113230) Recreation.				

GENERAL FUND

PARKS, RECREATION & COMMUNITY SERVICES		ACCOUNT UNIT			
Community Affairs		01113205			
Object Code	LINE ITEM RESOURCES	ACTUAL FY 07-08	ACTUAL FY 08-09	PROJECTED FY 09-10	PROPOSED FY 10-11
61000	Salaries Regular	572,501	662,642	0	0
61020	Salaries Part-Time	211,312	233,635	0	0
61040	Salaries Overtime	6,457	2,663	0	0
61100	Retirement-Employer Contribution	29,485	36,387	0	0
61120	Medicare Insurance	7,489	8,226	0	0
61130	Health Insurance	73,158	76,036	0	0
61170	Retiree Health Benefits	5,569	8,286	0	0
61180	Worker Compensation Insurance	25,706	28,227	0	0
62302	Contracted Vendor Personnel Services	0	104	0	0
	SUBTOTAL PERSONNEL	<u>931,677</u>	<u>1,056,205</u>	<u>0</u>	<u>0</u>
62010	Communications	40,394	40,456	0	0
62120	Training, Transportation, Meeting	2,771	170	0	0
62140	Membership, Subscription And Dues	337	19	0	0
62300	Contractual Services-Professional	345,711	370,575	0	0
	SUBTOTAL CONTRACTUAL	<u>389,214</u>	<u>411,220</u>	<u>0</u>	<u>0</u>
63001	Misc Office Expenses	<u>121,584</u>	<u>75,539</u>	<u>0</u>	<u>0</u>
	SUBTOTAL COMMODITIES	<u>121,584</u>	<u>75,539</u>	<u>0</u>	<u>0</u>
65010	Equipment City Rental	<u>25,019</u>	<u>27,715</u>	<u>0</u>	<u>0</u>
	SUBTOTAL FIXED CHARGES	<u>25,019</u>	<u>27,715</u>	<u>0</u>	<u>0</u>
66510	Computer Software	<u>116</u>	<u>0</u>	<u>0</u>	<u>0</u>
	SUBTOTAL CAPITAL	<u>116</u>	<u>0</u>	<u>0</u>	<u>0</u>
	TOTAL	<u><u>1,467,610</u></u>	<u><u>1,570,679</u></u>	<u><u>0</u></u>	<u><u>0</u></u>
Class Code	AUTHORIZED PERSONNEL	ADOPTED FY 09-10		PROPOSED FY 10-11	
		Full Time	Part Time	Full Time	Part Time
1825	Community Affairs Manager				
1500	Graphics Designer I				
5330	Recreation Program Coordinator				
5310	Recreation Leader				
5360	Recreation Supervisor				
7330	Senior Office Assistant				
9050	Clerical Assistant				
9060	Clerical Aide				
9100	Community Center Aide				
9230	Maintenance Aide II				
9360	Program Leader II				
5310	Recreation Leader (CS/PT)				
9400	Senior Program Leader				
9430	Special Events Leader I				
9440	Special Events Leader II				
	TOTAL	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>

GENERAL FUND

PARKS, RECREATION & COMMUNITY SERVICES		PROGRAM		
Stadium		01113210		
Statement of Purpose				
<p><i>To improve the quality of life for those who visit the Stadium by providing quality customer service in an atmosphere of continuous improvement and strong employee development.</i></p> <p><i>This program includes the operation and maintenance of structures, sports turf management, landscaping, and care of ancillary equipment.</i></p>				
Accomplishments in FY 08-09 & FY 09-10				
<ul style="list-style-type: none"> * Sustainable Site Initiative-Continued to promote sustainable site improvements, that reduce maintenance, enhance aesthetics, reduce hydro carbon-emissions and conserve resources, such as water. a) Converted the north slope from a water loving turf to a very water conserving turf in an effort to save a significant amount of water. This project also included modifying the irrigation system to make it more efficient; b) Began preparing the south slope areas to convert the existing plant material to the water conserving turf recently installed on the north slope. * Calsense Centralized Irrigation Conservation System – With the assistance of PWA Water Department, amending agreement with an irrigation design consultant to prepare construction documents to retrofit the Stadiums irrigation management system to the Calsense central control system. * Annual Urban Forest Management – Safety pruned approximately \$2,000 worth of trees to protect people and the Stadium property from potentially hazardous conditions. * Landscape-Grounds Agreement – Initiated new landscape-grounds maintenance agreement at the Stadium. * Restroom Custodial Maintenance – Continued overseeing in-house staff to provide 365 day custodial maintenance at the Stadium. 				
Action Plan for FY 2010-11				
<ul style="list-style-type: none"> * Sustainable Site Initiative-Continued to promote sustainable site improvements, that reduce maintenance, enhance aesthetics, reduce hydro carbon-emissions and conserve resources, such as water. a) Convert the south slope from water loving plant material to water conserving turf in an effort to save a significant amount of water. This project also included modifying the irrigation system to make it more efficient. * Calsense Centralized Irrigation Conservation System – With the assistance of PWA Water Department, retrofit the existing irrigation management system over to the Calsense central control system. * Annual Urban Forest Management – Safety prune approximately \$2,000 worth of trees to protect people and the Stadium property from potentially hazardous conditions. * Landscape-Grounds Agreement – Continue overseeing the landscape-grounds maintenance agreement at the Stadium. * Restroom Custodial Maintenance – Continue overseeing in-house staff to provide 365 day custodial maintenance at the Stadium. 				
PERFORMANCE MEASURES	Actual	Actual	Estimated	Objective
	FY 07-08	FY 08-09	FY 09-10	FY 10-11
Service Level				
# of events held at Stadium annually	55	343	345	
FY 10-11 New Stats Below				
# of days providing landscape-grounds maintenance				365
# of days providing custodial maintenance				365
# of days maintaining the synthetic sport turf				260

GENERAL FUND

PARKS, RECREATION & COMMUNITY SERVICES		ACCOUNT UNIT			
Stadium		01113210			
Object Code	LINE ITEM RESOURCES	ACTUAL FY 07-08	ACTUAL FY 08-09	PROJECTED FY 09-10	PROPOSED FY 10-11
61000	Salaries Regular	0	91	0	0
61020	Salaries Part-Time	118,597	152,825	15,880	15,880
61040	Salaries Overtime	9,316	15,346	0	0
61100	Retirement-Employer Contribution	217	3	595	0
61110	Part-Time Retirement	0	0	0	595
61120	Medicare Insurance	1,660	2,137	230	230
61130	Health Insurance	0	17	0	0
61180	Worker Compensation Insurance	15,691	20,209	2,180	2,180
	SUBTOTAL PERSONNEL	<u>145,482</u>	<u>190,628</u>	<u>18,885</u>	<u>18,885</u>
62000	Utilities	70,118	67,281	61,430	61,430
62010	Communications	2,989	3,564	1,840	280
62320	M & R Bldgs & Ground	0	0	0	12,195
62300	Contractual Services-Professional	40,945	12,489	12,195	0
	SUBTOTAL CONTRACTUAL	<u>114,052</u>	<u>83,334</u>	<u>75,465</u>	<u>73,905</u>
63001	Misc Office Expenses	14,104	10,509	7,205	0
63200	OP M&S Buildings & Grounds	0	0	0	7,205
	SUBTOTAL COMMODITIES	<u>14,104</u>	<u>10,509</u>	<u>7,205</u>	<u>7,205</u>
65010	Equipment City Rental	13,800	15,150	2,200	15,910
65100	Insurance Charges	16,830	16,830	16,830	16,830
	SUBTOTAL FIXED CHARGES	<u>30,630</u>	<u>31,980</u>	<u>19,030</u>	<u>32,740</u>
	TOTAL	<u><u>304,267</u></u>	<u><u>316,450</u></u>	<u><u>120,585</u></u>	<u><u>132,735</u></u>

Class Code	AUTHORIZED PERSONNEL	ADOPTED FY 09-10		PROPOSED FY 10-11	
		Full Time	Part Time	Full Time	Part Time
9300	Park Maintenance Assistant		10.00		4.00
	TOTAL	<u>0.00</u>	<u>10.00</u>	<u>0.00</u>	<u>4.00</u>

GENERAL FUND

PARKS, RECREATION & COMMUNITY SERVICES Santa Ana Zoo at Prentice Park	PROGRAM 01113220			
Statement of Purpose				
<p><i>To instill passion for the natural world through education, recreation and conservation programs.</i></p> <p><i>As an urban oasis and family resource, the Zoo will provide dynamic presentations and responsible animal management.</i></p>				
Accomplishments in FY 08-09 & FY 09-10				
<ul style="list-style-type: none"> * Completed construction of Tierra De La Pampas * Began installation of the new animal and plant identification signs as part of the Zoo Graphics Master Plan * Began design of the animal commissary (zoo kitchen) * Worked with Friends of Santa Ana Zoo (FOSAZ) to continue fundraising and marketing for the Zoo * Refurbished the bald eagle exhibit * Renovated two monkey exhibits and added an enclosed night house * Added a new public walkway for easier access along Monkey Row * Developed new education program for school groups 				
Action Plan for FY 2010-11				
<ul style="list-style-type: none"> * Finish design of and install new animal, plant and site identification signs throughout the Zoo as part of the Zoo Graphics Master Plan. * Begin concept design of the small animal quarantine facility * Update the Education Master Plan * Begin application process for accreditation by the Association of Zoos and Aquariums (AZA) 				
PERFORMANCE MEASURES	Actual	Actual	Estimated	Objective
	FY 07-08	FY 08-09	FY 09-10	FY 10-11
Service Level				
# of special events	13	12	12	6
# of outreach programs	195	178	150	12
# of on-site programs	432	475	350	50
Total education programs	627	653	500	62
Effectiveness				
Attendance	260,610	273,724	275,000	270,000
Outreach program participation	10,082	12,900	8,000	1,500
On-site program participation	31,093	39,299	25,000	5,000
FOSAZ membership support	\$275,032	\$228,211	\$220,000	\$220,000
City volunteer hours	11,498	8,190	10,000	4,000
FOSAZ fundraising support	\$239,830	\$203,321	\$200,000	\$200,000

GENERAL FUND

PARKS, RECREATION & COMMUNITY SERVICES		ACCOUNT UNIT			
Santa Ana Zoo at Prentice Park		01113220			
Object Code	LINE ITEM RESOURCES	ACTUAL FY 07-08	ACTUAL FY 08-09	PROJECTED FY 09-10	PROPOSED FY 10-11
61000	Salaries Regular	803,934	820,493	825,425	595,570
61020	Salaries Part-Time	249,078	294,291	233,955	233,955
61040	Salaries Overtime	28,059	42,981	3,270	3,270
61100	Retirement-Employer Contribution	42,447	42,941	78,110	50,030
61110	Part-Time Retirement	0	0	0	8,775
61120	Medicare Insurance	14,844	15,624	13,470	11,130
61130	Health Insurance	148,430	134,947	166,620	135,385
61170	Retiree Health Benefits	8,720	11,697	11,555	10,425
61180	Worker Compensation Insurance	83,361	94,491	108,855	87,410
	SUBTOTAL PERSONNEL	1,378,873	1,457,465	1,441,260	1,135,950
62000	Utilities	82,972	69,084	88,460	88,460
62010	Communications	12,420	19,472	12,480	11,790
62120	Training, Transportation, Meeting	127	831	1,200	1,200
62140	Membership, Subscription and Dues	9,417	9,636	9,000	9,000
62300	Contractual Services-Professional	127,484	123,997	111,995	111,995
62320	M & R Bldgs & Ground	214	(214)	0	0
	SUBTOTAL CONTRACTUAL	232,633	222,807	223,135	222,445
63001	Misc Office Expenses	71,270	56,895	47,630	71,630
63400	Animal Food & Supplies	62,458	58,816	82,770	82,770
	SUBTOTAL COMMODITIES	133,729	115,711	130,400	154,400
65010	Equipment City Rental	30,831	31,320	27,415	32,715
65100	Insurance Charges	56,815	56,815	56,815	56,815
	SUBTOTAL FIXED CHARGES	87,646	88,135	84,230	89,530
	TOTAL	1,832,881	1,884,118	1,879,025	1,602,325

Class Code	AUTHORIZED PERSONNEL	ADOPTED FY 09-10		PROPOSED FY 10-11	
		Full Time	Part Time	Full Time	Part Time
5470	Zoo Animal Registrar	1.00		1.00	
5430	Zoo Curator	1.00		1.00	
0930	Zoo Education Specialist	1.00		0.00	
5420	Zoo Keeper I	7.00		5.00	
5410	Zoo Keeper II	2.00		2.00	
5460	Zoo Keeper Aide	2.00		0.00	
5480	Zoo Manager	1.00		1.00	
9000	Animal Keeper I		6.00		12.00
9010	Animal Keeper II		1.00		1.00
9040	Cashier		4.00		4.00
9060	Clerical Aide		1.00		1.00
9230	Maintenance Aide II		2.00		2.00
4860	Park Maintenance Aide (CS/PT)		1.00		1.00
8160	Program Coordinator		5.00		5.00
9350	Program Leader I		4.00		1.00
9070	Senior Clerical Aide		1.00		1.00
9770	Administrative Aide		0.00		1.00
	TOTAL	15.00	25.00	10.00	29.00

GENERAL FUND

PARKS, RECREATION & COMMUNITY SERVICES		PROGRAM		
Recreation		01113230		
Statement of Purpose				
<i>To provide a variety of recreational and educational programs that stimulate mental, social, and physical development in a safe and protective environment.</i>				
Accomplishments in FY 08-09 & FY 09-10				
<ul style="list-style-type: none"> * Conducted a major reorganization by merging the Community Affairs Division and the Park Ranger Program with the Recreation Division resulting in increased communication and response to issues that arise in parks and recreation facilities. * Implemented a new Recreation Supervisor strategy whereby supervisors are assigned to oversee all parks and recreation activities within their assigned ward for improved and timely response to neighborhood issues and concerns and for improved relationships with residents, community based organizations, and community leaders. * Expanded the level of service at recreation facilities while reducing general fund expenditures by increasing partnerships with non-profits and others to provide programming at recreation centers and by increasing the number and type of leisure classes offered at each center. * Completed program goals and objectives for the Habitat Conservation Fund grant to provide Wilderness Education Programming at the Santiago Creek Wildlife and Watershed Center. * Revised the Facility Reservations Policies and Procedures, including the development and implementation of enforcement resulting in increased compliance. * Coordinated with carnival promoters to provide fund raising opportunities for non-profits, neighborhood associations, and Family PRIDE Clubs at carnivals. 				
Action Plan for FY 2010-11				
<ul style="list-style-type: none"> * Develop and implement a strategy to program the newly renovated Jerome Recreation Center with leisure classes and other activities that have minimal impact on the general fund and that promote health and fitness. * Develop and implement increased programming for teens that focuses on health and fitness as well as educational opportunities for positive development. * Continue to increase the leisure class offerings in the agency brochure and increase the amount of revenue generated by registration fees while providing increased opportunities for health and fitness for residents. * Continue to improve the Athletic Facilities Reservations Policies and Procedures to improve the scheduling of facilities and to ensure compliance in a way that best serves the community while protecting the facilities. * Improve the pre-event process to provide a user-friendly system, and conduct quality special events with minimal impact to the general fund. 				
PERFORMANCE MEASURES	Actual	Actual	Estimated	Objective
	FY 07-08	FY 08-09	FY 09-10	FY 10-11
Service Level				
* Total youth served in summer programs	28,000	34,000	40,000	40,000
* Total family members served in Project PRIDE	934	945	950	950
* Total youth served in Leisure Classes	1,000	1,000	1,000	1,000

GENERAL FUND

PARKS, RECREATION & COMMUNITY SERVICES		ACCOUNT UNIT			
Recreation		01113230			
Object Code	LINE ITEM RESOURCES	ACTUAL FY 07-08	ACTUAL FY 08-09	PROJECTED FY 09-10	PROPOSED FY 10-11
61000	Salaries Regular	939,685	1,101,150	967,185	890,315
61020	Salaries Part-Time	1,077,624	1,011,919	1,395,050	1,313,580
61040	Salaries Overtime	2,345	6,200	4,905	4,905
61100	Retirement-Employer Contribution	54,771	68,981	133,560	74,790
61110	Part-Time Retirement	0	0	0	49,260
61120	Medicare Insurance	25,999	27,729	29,735	29,470
61130	Health Insurance	168,699	188,434	161,760	146,975
61170	Retiree Health Benefits	9,492	14,595	13,540	15,580
61180	Worker Compensation Insurance	65,035	67,029	68,890	65,240
	SUBTOTAL PERSONNEL	<u>2,343,649</u>	<u>2,486,037</u>	<u>2,774,625</u>	<u>2,590,115</u>
62010	Communications	63,516	48,938	76,595	66,005
62120	Training, Transportation, Meeting	5,373	0	12,485	12,485
62140	Membership, Subscription and Dues	940	96	5,645	5,645
62300	Contractual Services-Professional	70,283	108,793	343,320	157,790
62302	Contracted Vendor Personnel Services	1,328	1,572	2,625	2,625
62310	Janitorial & Housekeeping	0	23	0	0
62320	M&R Buildings and Grounds	0	0	0	30,455
	SUBTOTAL CONTRACTUAL	<u>141,440</u>	<u>159,421</u>	<u>440,670</u>	<u>275,005</u>
63001	Misc Office Expenses	245,223	194,951	253,105	253,105
	SUBTOTAL COMMODITIES	<u>245,223</u>	<u>194,951</u>	<u>253,105</u>	<u>253,105</u>
65010	Rental City Equipment	59,640	60,670	65,170	121,095
65100	Insurance Charges	154,925	154,925	154,925	154,925
	SUBTOTAL FIXED CHARGES	<u>214,565</u>	<u>215,595</u>	<u>220,095</u>	<u>276,020</u>
	TOTAL	<u><u>2,944,878</u></u>	<u><u>3,056,004</u></u>	<u><u>3,688,495</u></u>	<u><u>3,394,245</u></u>
Class Code	AUTHORIZED PERSONNEL	ADOPTED FY 09-10		PROPOSED FY 10-11	
		Full Time	Part Time	Full Time	Part Time
5310	Recreation Leader	4.00		3.00	
5330	Recreation Program Coordinator	3.00		1.00	
5380	Recreation Superintendent	1.00		0.00	
5360	Recreation Supervisor	5.00		0.00	
7330	Senior Office Assistant	1.00		0.00	
TBD	Community Services Manager	0.00		1.00	
1940	Community Services Supervisor	0.00		6.00	
9100	Community Center Aide		5.00		13.00
9690	Computer Technician		1.00		1.00
9120	Data Entry Clerk		1.00		1.00
9230	Maintenance Aide II		9.00		9.00
9300	Park Maintenance Assistant		2.00		0.00
8160	Program Coordinator		11.00		14.00
9350	Program Leader I		3.00		2.00
9360	Program Leader II		36.00		37.00
8100	Senior Administrative Intern		0.00		1.00
9070	Senior Clerical Aide		4.00		8.00
9400	Senior Program Leader		10.00		29.00
9430	Special Events Leader I		4.00		3.00
9440	Special Events Leader II		1.00		1.00
9060	Clerical Aide		2.00		1.00
	TOTAL	<u>14.00</u>	<u>89.00</u>	<u>11.00</u>	<u>120.00</u>

GENERAL FUND

PARKS, RECREATION & COMMUNITY SERVICES		PROGRAM		
Park Ranger Program		01113240		
Statement of Purpose				
<i>To continually improve the level of safety at parks by proactively communicating with park customers and continuously enforcing park rules.</i>				
Accomplishments in FY 08-09 & FY 09-10				
<ul style="list-style-type: none"> * Merged the Park Ranger Program with the Recreation Division resulting in increased communication and response to issues that arise in parks & recreation facilities. * Continued Park Ranger Peace Officers Standards/Training (POST) training. * Increased the number of Facility Attendants and improved training for Facility Attendants to improve customer relations, enforcement of policies and procedures, and reporting of issues and violations. * Merged the Park Ranger program with the Recreation Division resulting in increased capacity to enforce the Facilities Policies and Procedures. 				
Action Plan for FY 2010-11				
<ul style="list-style-type: none"> * Continue to provide increased training opportunities for Park Rangers and Facility Attendants to maintain positive customer services and timely response to problems in the community. * Develop and implement an improved strategy to recruit and hire Park Rangers in order to be fully staffed. * Attendant activities to improve writing and enforcement of Policies and Procedures in collaboration with the Reservations Administration. 				
PERFORMANCE MEASURES	Actual FY 07-08	Actual FY 08-09	Estimated FY 09-10	Objective FY 10-11
Service Level				
# of patrol service hours provided per year	13,125	13,760	13,320	13,320
Efficiency				
# of calls for service responded to	1,510	1,625	1,650	1,650
Effectiveness				
# of warnings issued	2,025	2,113	2,130	2,130
# of citations issued	976	993	950	950
# of arrests	118	113	110	110
# of field interviews conducted	541	527	540	540
# of citizen assists	1,347	1,419	1,375	1,375
# of police and fire assists	160	177	156	156
# of reservation checks	10,022	10,243	10,410	10,410

GENERAL FUND

PARKS, RECREATION & COMMUNITY SERVICES		ACCOUNT UNIT			
Park Ranger Program		01113240			
Object Code	LINE ITEM RESOURCES	ACTUAL FY 07-08	ACTUAL FY 08-09	PROJECTED FY 09-10	PROPOSED FY 10-11
61000	Salaries Regular	73,263	107,064	0	31,955
61020	Salaries Part-Time	255,062	288,286	577,630	577,630
61040	Salaries Overtime	4,410	135	0	0
61100	Retirement-Employer Contribution	3,586	4,414	21,660	2,685
61110	Part-Time Retirement	0	0	0	21,660
61120	Medicare Insurance	3,694	4,172	8,375	8,840
61130	Health Insurance	11,747	13,532	0	17,085
61170	Retiree Health Benefits	661	1,942	0	560
61180	Worker Compensation Insurance	10,639	12,851	17,100	51,745
	SUBTOTAL PERSONNEL	<u>363,061</u>	<u>432,396</u>	<u>624,765</u>	<u>712,160</u>
62010	Communications	8,473	11,104	2,990	2,990
62120	Training, Transportation, Meeting	0	0	1,000	1,000
62300	Contractual Services-Professional	20,400	21,496	23,970	23,970
62310	Janitorial & Housekeeping	599	510	0	0
	SUBTOTAL CONTRACTUAL	<u>29,472</u>	<u>33,109</u>	<u>27,960</u>	<u>27,960</u>
63001	Misc Office Expenses	21,565	16,222	16,770	16,770
	SUBTOTAL COMMODITIES	<u>21,565</u>	<u>16,222</u>	<u>16,770</u>	<u>16,770</u>
65010	Rental City Equipment	65,430	69,970	69,970	84,390
	SUBTOTAL FIXED CHARGES	<u>65,430</u>	<u>69,970</u>	<u>69,970</u>	<u>84,390</u>
	TOTAL	<u><u>479,528</u></u>	<u><u>551,698</u></u>	<u><u>739,465</u></u>	<u><u>841,280</u></u>

Class Code	AUTHORIZED PERSONNEL	ADOPTED FY 09-10		PROPOSED FY 10-11	
		Full Time	Part Time	Full Time	Part Time
4860	Park Maintenance Aide	0.00		1.00	
9300	Park Maintenance Assistant		2.00		15.00
7475	PT Supervising Park Ranger		3.00		3.00
3615	PT Park Ranger		6.00		7.00
	TOTAL	<u>0.00</u>	<u>11.00</u>	<u>1.00</u>	<u>25.00</u>

GENERAL FUND

PARKS, RECREATION & COMMUNITY SERVICES		PROGRAM		
Park Services		01113250		
Statement of Purpose				
<p><i>To improve the quality of life of those who visit parks, bikeways, or public recreational facilities by providing quality customer service in an atmosphere of continuous improvement and strong employee development.</i></p> <p><i>The Parks Services division maintains 40 parks and special facilities, landscaped bikeways, an herb garden, and the City's corporate yard landscaping. The division also maintains two City libraries and the Regional Transportation Center (train station). Sub-programs include routine, emergency and preventive maintenance operations performed by contract and City forces.</i></p>				
Accomplishments in FY 08-09 & FY 09-10				
<ul style="list-style-type: none"> * Sustainable Site Initiative-Continued to promote sustainable site improvements, that reduce maintenance, enhance aesthetics, reduce hydro carbon-emissions and conserve resources, such as water. a) Installed a native/Mediterranean drought tolerant demonstration garden at Morrison Park. This project also included modifying the irrigation system to make it more efficient; b) Began installing a Mediterranean drought tolerant garden at Madison Park; c) Began installing a Mediterranean drought tolerant garden at the City's Corporation Yard; and, Began installing a Mediterranean drought tolerant garden at Portola Park. * Calsense Centralized Irrigation Conservation System – With the assistance of PWA Water Department, amending agreement with an irrigation design consultant to prepare construction documents to retrofit the park systems irrigation management system to the Calsense central control system. * Annual Urban Forest Management – Safety pruned approximately \$55,000 worth of trees. * Landscape-Grounds Agreement – Initiated new landscape-grounds maintenance agreement in Districts 1 & 3. * Park Restroom Custodial Agreement – Continued overseeing maintenance contracts to improve custodial maintenance in our park restrooms. * Siemens Phase II Energy Efficient Project – With the assistance of PWA Administration, initiated a plan to retrofit \$1.8 million worth of energy efficient lighting systems through the park system. 				
Action Plan for FY 2010-11				
<ul style="list-style-type: none"> * Sustainable Site Initiative-Continue to promote sustainable site improvements, that reduce maintenance, enhance aesthetics, reduce hydro carbon-emissions and conserve resources, such as water. * Calsense Centralized Irrigation Conservation System – Work with PWA Water Department to put out to bid and complete Phase I installation of the park systems irrigation management system to the Calsense central control * Annual Urban Forest Management – Safety prune approximately \$55,000 worth of trees. * Landscape-Grounds Agreement –Continue overseeing landscape-grounds maintenance agreement in Districts 1-4, and also the Santa Ana Zoo, the Public Recreational Facilities Agreement areas and the downtown Civic Center. * Park Restroom Custodial Agreement – Continue overseeing maintenance contracts to improve custodial maintenance in our park restrooms. * Siemens Phase II Energy Efficient Project – With the assistance of PWA Administration, complete plan to retrofit \$1.8 million worth of energy efficient lighting systems through the park system. 				
PERFORMANCE MEASURES	Actual	Actual	Estimated	Objective
	FY 07-08	FY 08-09	FY 09-10	FY 10-11
Service Level				
# of park acres maintained	259	259	259	
FY 10-11 New Stats below				
# of days providing landscape-grounds maintenance				365
# of days providing custodial maintenance				365
# of days maintaining the synthetic sport turf @DYSC				260

GENERAL FUND

PARKS, RECREATION & COMMUNITY SERVICES		ACCOUNT UNIT			
Park Services		01113250			
Object Code	LINE ITEM RESOURCES	ACTUAL FY 07-08	ACTUAL FY 08-09	PROJECTED FY 09-10	PROPOSED FY 10-11
61000	Salaries Regular	1,276,416	1,417,765	905,940	620,690
61020	Salaries Part-Time	367,564	371,016	212,692	212,690
61040	Salaries Overtime	86,876	45,567	3,675	3,675
61100	Retirement-Employer Contribution	64,368	69,446	46,167	52,140
61110	Part-Time Retirement	0	0	0	7,975
61120	Medicare Insurance	17,884	19,256	6,223	7,995
61130	Health Insurance	236,445	239,423	88,730	103,165
61170	Retiree Health Benefits	12,292	17,443	6,365	10,860
61180	Worker Compensation Insurance	197,099	208,142	74,547	103,375
	SUBTOTAL PERSONNEL	2,258,943	2,388,058	1,344,339	1,122,565
62000	Utilities	566,183	472,208	604,365	769,350
62010	Communications	41,684	47,849	23,500	21,790
62120	Training, Transportation, Meeting	1,689	809	1,000	1,000
62140	Membership, Subscription And Dues	31,453	33,538	10,900	10,900
62300	Contractual Services-Professional	1,381,474	1,545,500	2,028,280	
62320	M & R Bldgs & Ground	0	600	0	2,035,480
62322	M & R Machinery & Equipment	3,081	122	0	0
	SUBTOTAL CONTRACTUAL	2,025,564	2,100,626	2,668,045	2,838,520
63001	Misc Office Expenses	283,057	249,569	34,135	0
63200	OP M&S Buildings & Grounds	1,844	0	0	34,135
	SUBTOTAL COMMODITIES	284,901	249,569	34,135	34,135
65010	Rental City Equipment	433,158	465,515	334,031	251,735
65020	City Yard Rental	87,650	94,685	92,295	92,295
65100	Insurance Charges	236,105	236,105	236,105	236,105
	SUBTOTAL FIXED CHARGES	756,913	796,305	662,431	580,135
66510	Computer Software	1,079	0	0	0
	SUBTOTAL CAPITAL	1,079	0	0	0
67200	Principal - Capital Lease	51,079	51,079	51,100	51,100
	SUBTOTAL DEBT SERVICES	51,079	51,079	51,100	51,100
	TOTAL	5,378,478	5,585,636	4,760,050	4,626,455

Class Code	AUTHORIZED PERSONNEL	ADOPTED FY 09-10		PROPOSED FY 10-11	
		Full Time	Part Time	Full Time	Part Time
1010	General Maintenance Supervisor	1.00		0.00	
4190	General Maintenance Leader	1.00		0.00	
4180	General Maintenance Worker	6.00		5.00	
4350	Park Superintendent	1.00		0.00	
6330	Senior Park Maintenance Supervisor	0.00		1.00	
TBD	Park Landscape Inspector I	0.00		2.00	
TBD	Park Landscape Inspector II	0.00		1.00	
4110	Park Maintenance Leader	2.00		0.00	
4100	Park Maintenance Worker	4.00		0.00	
4860	Park Maintenance Aide	1.00		0.00	
4190	General Maintenance Leader (PT)		1.00		1.00
9070	Senior Clerical Aide		2.00		0.00
9090	Clerk Typist II		2.00		0.00
9230	Maintenance Aide II		7.00		2.00
9300	Park Maintenance Assistant		11.00		16.00
9260	Senior Maintenance Worker		1.00		6.00
9400	Senior Program Leader		1.00		0.00
	TOTAL	16.00	25.00	9.00	25.00

GENERAL FUND

PARKS, RECREATION & COMMUNITY SERVICES		PROGRAM		
Park Building Services		01113260		
Statement of Purpose				
<p><i>To improve the quality of life for those who visit and utilize the City's parks, bikeways, libraries or public recreational facilities by providing quality customer service in an atmosphere of continuous improvement and strong employee development.</i></p> <p><i>The Parks Services Division is responsible for the maintenance of 82 buildings throughout the park system which includes seven recreation centers, two senior centers, the Lawn Bowling Clubhouse and two libraries. Park services activities include routine custodial maintenance of all facilities.</i></p>				
Accomplishments in FY 08-09 & FY 09-10				
<p>* Partnered with Finance and Management Services, Building Maintenance Division to maintain quality recreational facilities for the community.</p>				
Action Plan for FY 2010-11				
<p>* Work with Finance and Management Services, Building Maintenance Division to provide and enhance a comprehensive building maintenance strategy for the Santiago Wildlife and Watershed Interpretive Center and the Cabrillo Tennis Center/Twiss Bassler House.</p>				
PERFORMANCE MEASURES	Actual	Actual	Estimated	Objective
	FY 07-08	FY 08-09	FY 09-10	FY 10-11
Service Level				
# of senior centers maintained weekly	2	2	2	2
# of recreation centers maintained weekly	10	10	10	10
# of park restroom facilities maintained once a week	28	28	28	28
# of other park buildings maintained	42	42	42	44

GENERAL FUND

PARKS, RECREATION & COMMUNITY SERVICES		ACCOUNT UNIT			
Park Building Services		01113260			
Object Code	LINE ITEM RESOURCES	ACTUAL FY 07-08	ACTUAL FY 08-09	PROJECTED FY 09-10	PROPOSED FY 10-11
61000	Salaries Regular	4,740	0	0	0
61100	Retirement-Employer Contribution	239	0	0	0
61130	Health Insurance	1,001	0	0	0
61170	Retiree Health Benefits	0	0	0	0
61180	Worker Compensation Insurance	663	0	0	0
	SUBTOTAL PERSONNEL	<u>6,643</u>	<u>0</u>	<u>0</u>	<u>0</u>
62300	Contractual Services-Professional	122,485	60,374	117,645	0
62320	M & R Bldgs & Ground	0	0	0	117,645
	SUBTOTAL CONTRACTUAL	<u>122,485</u>	<u>60,374</u>	<u>117,645</u>	<u>117,645</u>
63001	Misc Office Expenses	4,148	7,321	5,150	0
63200	OP M&S Buildings & Grounds	0	0	0	5,150
	SUBTOTAL COMMODITIES	<u>4,148</u>	<u>7,321</u>	<u>5,150</u>	<u>5,150</u>
65000	Building Rental	254,880	221,370	236,370	583,550
	SUBTOTAL FIXED CHARGES	<u>254,880</u>	<u>221,370</u>	<u>236,370</u>	<u>583,550</u>
66220	Imp Other Than Bld	29,234	17,738	0	0
	SUBTOTAL CAPITAL	<u>29,234</u>	<u>17,738</u>	<u>0</u>	<u>0</u>
	TOTAL	<u><u>417,391</u></u>	<u><u>306,803</u></u>	<u><u>359,165</u></u>	<u><u>706,345</u></u>

Class Code	AUTHORIZED PERSONNEL	ADOPTED FY 09-10		PROPOSED FY 10-11	
		Full Time	Part Time	Full Time	Part Time
	TOTAL	<u><u>0.00</u></u>		<u><u>0.00</u></u>	

**GENERAL FUND
DEPARTMENT RESOURCE SUMMARY**

POLICE DEPARTMENT

ACTIVITIES	ACTUAL FY 07-08	ACTUAL FY 08-09	PROJECTED FY 09-10	PROPOSED FY 10-11
01114400 Office of the Chief of Police	1,608,461	1,291,144	863,645	815,905
01114402 Human Resources	2,167,829	1,547,148	1,541,090	1,153,730
01114405 Traffic	8,072,832	8,716,851	8,590,000	7,762,390
01114410 Training Services	2,236,714	1,943,405	2,284,325	1,643,990
01114415 Professional Standards	1,193,254	1,127,237	1,117,190	941,640
01114420 Field Operations	38,135,745	41,488,902	37,050,360	33,798,045
01114425 Information Systems	1,683,623	1,601,595	1,437,465	1,448,440
01114430 Animal Services	959,103	934,262	961,735	1,034,140
01114435 District Investigations	4,448,637	4,131,070	5,392,415	6,291,785
01114440 Crimes Against Persons	8,491,137	9,496,561	7,418,555	6,356,625
01114445 Special Investigations	5,281,902	4,996,725	4,974,455	4,541,135
01114450 Property & Evidence	1,866,447	1,881,042	2,103,845	1,778,625
01114455 Forensic Services	1,990,777	2,202,543	2,306,525	2,148,605
01114460 Records Services	2,476,093	2,591,944	2,485,645	1,733,430
01114465 Communications	4,420,194	4,235,038	4,604,685	4,134,875
01114470 Vice	331,914	649,119	984,045	942,600
01114401 Fiscal & Budget	445,759	490,437	631,690	458,515
01114475 Jail Operations	14,515,378	14,857,357	15,430,225	14,355,380
01114403 Building & Facility	3,693,017	3,787,989	3,538,305	3,373,305
01114480 Regional Narcotic Suppression Program	1,064,966	1,158,123	1,057,600	951,630
01114485 Homeland Security & Crime Preventior	1,008,493	861,404	542,495	423,995
01114490 Tobacco Retail License Program	0	117,177	191,230	175,225
TOTAL	<u>106,092,273</u>	<u>110,107,072</u>	<u>105,507,525</u>	<u>96,264,010</u>

OPERATING EXPENSE	ACTUAL FY 07-08	ACTUAL FY 08-09	PROJECTED FY 09-10	PROPOSED FY 10-11
61000 Personnel	85,991,810	90,274,800	85,784,490	77,021,735
62000 Contractual	10,089,642	10,013,980	10,329,355	9,806,450
63000 Commodities	1,797,357	1,361,595	1,569,875	1,544,875
65000 Fixed Charges	8,042,859	8,294,616	7,710,745	7,777,890
66000 Capital	108,890	100,366	0	0
67000 Debt Service	61,714	61,714	113,060	113,060
68000 Interfund Transfers	0	0	0	0
TOTAL	<u>106,092,273</u>	<u>110,107,072</u>	<u>105,507,525</u>	<u>96,264,010</u>

Police Building Debt Service is reflected in the Non-Departmental budget as of FY10-11.

Class Code	AUTHORIZED PERSONNEL	ADOPTED FY 09-10		PROPOSED FY 10-11	
		Full Time	Part Time	Full Time	Part Time
3390 Police Chief		1.00		1.00	
3360 Police Captain		3.00		3.00	
3350 Police Lieutenant		14.75		14.75	
3300 Police Sergeant		50.00		50.00	
3200 Police Officer		319.00		317.50	
3230 Jail Administrator		1.00		1.00	
3380 Technical Support Administrator		1.00		0.00	
3370 Police Communications Manager		1.00		1.00	
6190 Police Property & Facility Manager		1.00		1.00	
3860 Police Records Manager		1.00		1.00	
1970 Correctional Manager		2.00		2.00	
2930 Police Systems Manager		1.00		1.00	
6290 Police Fiscal Services Supervisor		1.00		1.00	
780 Police Community Services Specialist		1.00		1.00	
3990 Crime/Research Analyst		5.00		4.00	
1050 Security Electronics Technician		1.00		1.00	

**GENERAL FUND
DEPARTMENT RESOURCE SUMMARY**

POLICE DEPARTMENT

Class Code	AUTHORIZED PERSONNEL	ADOPTED FY 09-10		PROPOSED FY 10-11	
		Full Time	Part Time	Full Time	Part Time
1200	Management Aide	1.00		0.00	
0790	Police Investigative Specialist	9.00		9.00	
3800	Police Services Officer	7.00		7.00	
0801	Police Evidence & Supply Supervisor	2.00		2.00	
0799	Police Evidence & Supply Specialist	9.00		9.00	
1360	Forensic Supervisor	1.00		1.00	
7600	Firearms Examiner	1.00		1.00	
3980	Forensic Specialist II	2.00		2.00	
3970	Forensic Specialist I	10.00		10.00	
1100	Police Photo/Video Specialist	1.00		1.00	
6180	Police Communications Supervisor	4.00		4.00	
3680	Police Service Dispatcher	31.00		31.00	
7660	Communications Services Officer	8.00		8.00	
7230	Police Records Supervisor	3.00		3.00	
7110	Lead Police Records Specialist	4.00		4.00	
7370	Senior Police Records Specialist	23.00		13.00	
0370	Correctional Supervisor	12.00		12.00	
1060	Systems Technician-WNT	1.00		1.00	
2939	Principal Management Analyst	0.90		0.90	
0310	Correctional Officer	86.00		84.00	
7628	Lead Correctional Records Specialist	5.00		4.00	
7650	Senior Correctional Records Specialist	15.00		9.00	
0990	Senior Systems Administrator	1.00		1.00	
5330	PAAL Assistant Director	1.00		0.00	
0020	Micro Systems Technician	1.00		1.00	
0860	Traffic Services Specialist	1.00		1.00	
1270	Senior Parking Control Officer	2.00		2.00	
3900	Parking Control Officer	4.00		4.00	
3930	Animal Service Officer II	1.00		1.00	
3920	Animal Service Officer I	2.00		2.00	
7280	Senior Accounting Assistant	1.00		1.00	
7010	Accounting Assistant	2.00		0.00	
0140	Secretary to the Chief	1.00		1.00	
7310	Senior Legal Secretary	1.00		1.00	
7270	Secretary	1.00		1.00	
7210	Police Personnel Service Specialist	1.00		1.00	
7330	Senior Office Assistant	18.00		12.00	
7360	Senior Office Specialist	2.00		1.00	
6320	Video Technician	1.00		1.00	
3820	Rangemaster	2.00		1.00	
1620	Deputy City Attorney II	0.50		0.50	
	TOTAL GENERAL FUND	<u>683.15</u>	<u>0.00</u>	<u>648.65</u>	<u>0.00</u>
	SPECIAL REVENUE				
24-333	Police Athletic/Activities League	0.00		0.00	
74-244	Civic Center Security	8.00		8.00	
20-336	Traffic Offender Program	1.00		1.50	
	TOTAL SPECIAL REVENUE	<u>9.00</u>		<u>9.50</u>	
	TOTAL NON-GRANT POSITIONS	<u>692.15</u>	<u>0.00</u>	<u>658.15</u>	<u>0.00</u>
	GRANT FUNDED POSITIONS				
23-349	Inmate Welfare Fund	1.10		1.60	
26-340	Criminal Activity Fund - General	3.00		5.00	
125-337	UASI Grant	6.25		6.75	
	TOTAL GRANT FUNDED	<u>10.35</u>	<u>0.00</u>	<u>13.35</u>	<u>0.00</u>
	TOTAL ALL FUNDING SOURCES	<u>702.50</u>	<u>0.00</u>	<u>671.50</u>	<u>0.00</u>

GENERAL FUND

POLICE DEPARTMENT
Office of the Chief of Police

PROGRAM
011-400

Statement of Purpose

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

SERVICE PROGRAM

Police Services

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

Police and Community Partnership

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

GENERAL FUND

POLICE DEPARTMENT		FUND 11			
Office of the Chief of Police		Activity 400			
Object Code	LINE ITEM RESOURCES	ACTUAL FY 07-08	ACTUAL FY 08-09	PROJECTED FY 09-10	PROPOSED FY 10-11
61000	Salaries Regular	972,439	763,867	440,595	445,795
61010	Salaries Part-Time	10,168	986	15,605	15,605
61040	Salaries Overtime	57,829	21,975	51,365	0
61100	Retirement-Employer Contrib.	151,989	130,510	99,615	100,915
61120	Medicare Insurance	10,422	8,249	6,615	6,465
61130	Health Insurance	105,069	75,264	46,420	48,005
61170	Retiree Health Benefits	6,765	8,180	6,405	6,445
61180	Worker Compensation Insurance	70,530	55,212	18,755	31,775
	SUBTOTAL PERSONNEL	1,385,210	1,064,244	685,375	655,005
62010	Communications	1,658	0	0	0
62120	Training, Transpo, Meeting	23,867	12,644	16,470	16,470
62140	Membership, Subscription, and Dues	4,440	2,438	6,500	6,500
62300	Contract Svcs-Professional	147,441	183,001	115,300	97,930
	SUBTOTAL CONTRACTUAL	177,406	198,084	138,270	120,900
63001	Misc. Office Expenses	44,612	28,816	40,000	40,000
	SUBTOTAL COMMODITIES	44,612	28,816	40,000	40,000
66510	Computer Software	1,233	0	0	0
	SUBTOTAL CAPITAL	1,233	0	0	0
	TOTAL	1,608,461	1,291,144	863,645	815,905

Class Code	AUTHORIZED PERSONNEL	ADOPTED FY 09-10		PROPOSED FY 10-11	
		Full Time	Part Time	Full Time	Part Time
3390	Police Chief	1.00		1.00	
3300	Police Sergeant	1.00		1.00	
1200	Management Aide	1.00		0.00	
0140	Secretary to the Police Chief	1.00		1.00	
	TOTAL	4.00	0.00	3.00	0.00

GENERAL FUND

POLICE DEPARTMENT		PROGRAM		
Human Resources		011-402		
Statement of Purpose				
<p><i>To provide effective and responsive human resource management, recruitment, and personnel related functions which support the Police Department's mission and the City's goals and objectives.</i></p>				
Accomplishments in FY 2008-09 & FY 2009-10				
<ul style="list-style-type: none"> * Focused on the appreciation of cultural diversity, the police department met recruitment goals thus retaining a diverse workforce. * Through recruitment and hiring, the police department maintained an eight percent ratio of female officers. * Completed an analysis of the contract background investigation service retained by the police department and determined that their work product was cost effective and met the requirements of our department. * Successfully initiated non-bilingual and correctional officer recruitments. 				
Action Plan for FY 2010-11				
<ul style="list-style-type: none"> * Initiate recruitment of Police Reserve Officers. * Continue to recruit female police officers to maintain *8% ratio of female officers. * Restructure placement of police employees based on organizational staffing priorities. * Research alternatives for the current promotability component for supervisor and management testing processes. 				
PERFORMANCE MEASURES	Actual	Actual	Estimated	Objective
	FY 07-08	FY 08-09	FY 09-10	FY 10-11
Service Level				
# of applicants tested	1,161	1,063	560	600
# of applicants sworn	407	291	550	675
# of applicants civilian	754	772	5	125
# of backgrounds completed	117	155	75	200
# of recruitment events attended	26	35	30	25
Efficiency				
# of hours to complete a background investigation (average of actual time)	40	40	40	40
Effectiveness				
# of sworn positions filled	98%	95%	95%	100%
# of civilian positions filled	95%	92%	92%	100%

GENERAL FUND

POLICE DEPARTMENT		FUND 11			
Human Resources		Activity 402			
Object Code	LINE ITEM RESOURCES	ACTUAL FY 07-08	ACTUAL FY 08-09	PROJECTED FY 09-10	PROPOSED FY 10-11
61000	Salaries Regular	1,218,775	954,294	890,745	684,380
61020	Salaries Part-Time	43,254	73,920	73,195	36,195
61040	Salaries Overtime	260,746	32,686	45,350	0
61100	Retirement-Employer Contrib.	196,484	193,891	190,090	136,565
61120	Medicare Insurance	14,733	12,835	13,975	9,925
61130	Health Insurance	124,839	100,868	105,235	85,290
61170	Retiree Health Benefits	5,294	9,380	7,865	6,350
61180	Worker Compensation Insurance	102,197	72,973	61,075	42,465
62302	Contracted Vendor Personnel Services	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>
	SUBTOTAL PERSONNEL	1,966,322	1,450,847	1,387,530	1,001,170
62010	Communications	4,742	0	0	0
62120	Training, Transpo, Meeting	27,282	7,272	15,000	15,000
62122	Travel for Investigation	0	0	5,000	5,000
62200	Advertising	4,175	0	2,400	2,400
62140	Membership, Subscription, and Dues	12,483	6,777	8,500	8,500
62300	Contract Svcs-Professional	<u>103,951</u>	<u>44,822</u>	<u>75,000</u>	<u>75,000</u>
	SUBTOTAL CONTRACTUAL	152,633	58,871	105,900	105,900
63001	Misc. Office Expenses	<u>20,962</u>	<u>9,701</u>	<u>20,000</u>	<u>20,000</u>
	SUBTOTAL COMMODITIES	20,962	9,701	20,000	20,000
65010	Rental City Equipment	<u>27,913</u>	<u>27,729</u>	<u>27,660</u>	<u>26,660</u>
	SUBTOTAL FIXED CHARGES	27,913	27,729	27,660	26,660
	TOTAL	<u>2,167,829</u>	<u>1,547,148</u>	<u>1,541,090</u>	<u>1,153,730</u>

Class Code	AUTHORIZED PERSONNEL	ADOPTED FY 09-10		PROPOSED FY 10-11	
		Full Time	Part Time	Full Time	Part Time
3360	Police Captain	1.00		1.00	
3350	Police Lieutenant	1.00		1.00	
3400	Police Sergeant	2.00		2.00	
3200	Police Officer	2.00		1.00	
0370	Correctional Supervisor	1.00		1.00	
7210	Police Personnel Service Specialist	1.00		1.00	
7330	Senior Office Assistant	<u>1.00</u>		<u>1.00</u>	
	TOTAL	<u>9.00</u>	<u>0.00</u>	<u>8.00</u>	<u>0.00</u>
	(1 Officer Unfunded)				
	(1 Sgt Unfunded)				
	(1 Officer transferred to Patrol)				

GENERAL FUND

POLICE DEPARTMENT Traffic	PROGRAM 011-405			
Statement of Purpose				
<p><i>To ensure the safe and efficient flow of vehicular and pedestrian traffic through an integrated program of education and enforcement.</i></p> <p>The Traffic Division provides education and enforcement programs designed to reduce collisions and improve traffic safety for those that live, work, and visit the City of Santa Ana. Traffic safety is an integral component of the Department's mission and</p>				
Accomplishments in FY 2008-09 & FY 2009-10				
<ul style="list-style-type: none"> * Continued working within the guidelines set forth in the OTS DUI grant * Signed an MOU with Anaheim regarding the OTS AVOID DUI program * Obtained an OTS DUI mini grant to conduct four additional checkpoints * Participated in the California OTS Seatbelt Mini-Grant Enforcement Campaign * Continued the aggressive enforcement for DUI's, accounting for 70% of all DUI arrests within the Department. * Continued to utilize the Mobile DUI trailer for education and training at numerous events, youth fair and at schools * Signed an MOU with CSP to begin an education and media campaign to reduce the number of DUI drivers * Continued the Traffic Offender Program, focusing on Unlicensed and Suspended/Revoked Drivers * Continued the Nighttime Parking Enforcement Program * Successfully prosecuted several major traffic collision cases including one DUI driver for 2nd degree murder 				
Action Plan for FY 2010-11				
<ul style="list-style-type: none"> * Continue to focus on aggressive driver enforcement (speed, red lights, seatbelts) to increase our "Enforcement Index" * Continue to deploy motor officers to provide coverage during peak commuting times (mornings & evenings) * Continue the aggressive enforcement of DUI offenders through the use of checkpoints and saturation patrols * Continue the Bicycle Safety Training Program at Santa Ana Elementary Schools * Continue operating the Automated Red Light Enforcement Program * Continue anti-DUI Education using the multi-media trailer at high schools and youth events * Participate in OTS "Click it or Ticket" campaign to increase seatbelt usage * Continue Nighttime Parking Enforcement Program * Launch a collaborative education and media campaign with CSP to reduce incidents of DUI drivers 				
PERFORMANCE MEASURES	Actual	Actual	Estimated	Objective
	FY 07-08	FY 08-09	FY 09-10	FY 10-11
<u>Service Level</u>				
# of reported collisions	4,210	4,395	4,001	3,855
# of reported hit & run collisions	1,759	1,746	1,688	1,680
# of traffic violations	20,100	26,465	27,250	28,000
# of DUI arrests	1,100	1,089	1,325	1,350
# of parking violations issued	108,000	112,865	113,000	113,500
<u>Effectiveness</u>				
% change in number of reported collisions *	1.6% increase	2% increase	7.3% decrease	5% decrease
# of collisions involving DUI arrests	353	425	325	318
* Percentages are approximate				

GENERAL FUND

POLICE DEPARTMENT		FUND 11			
Traffic		Activity 405			
Object Code	LINE ITEM RESOURCES	ACTUAL FY 07-08	ACTUAL FY 08-09	PROJECTED FY 09-10	PROPOSED FY 10-11
61000	Salaries Regular	3,597,434	3,918,614	3,703,255	3,581,840
61020	Salaries Part-Time	50,783	56,894	39,530	39,530
61040	Salaries Overtime	282,859	238,748	135,100	0
61100	Retirement-Employer Contrib.	626,276	741,706	858,250	798,440
61120	Medicare Insurance	45,562	51,998	57,140	53,385
61130	Health Insurance	496,381	538,363	618,750	574,890
61170	Retiree Health Benefits	19,487	30,487	31,430	30,030
61180	Worker Compensation Insurance	<u>306,529</u>	<u>342,553</u>	<u>279,285</u>	<u>264,340</u>
	SUBTOTAL PERSONNEL	5,425,312	5,919,361	5,722,740	5,342,455
62010	Communications	2,583	0	0	0
62120	Training, Transpo, Meeting	12,467	16,856	13,000	13,000
62140	Membership, Subscription, and Dues	420	0	500	500
62300	Contract Svcs-Professional	<u>2,091,626</u>	<u>2,218,290</u>	<u>2,300,200</u>	<u>1,950,200</u>
	SUBTOTAL CONTRACTUAL	2,107,096	2,235,147	2,313,700	1,963,700
63001	Misc. Office Expenses	<u>61,078</u>	<u>44,760</u>	<u>40,000</u>	<u>40,000</u>
	SUBTOTAL COMMODITIES	61,078	44,760	40,000	40,000
65010	Rental City Equipment	<u>479,346</u>	<u>517,582</u>	<u>513,560</u>	<u>416,235</u>
	SUBTOTAL FIXED CHARGES	479,346	517,582	513,560	416,235
	TOTAL	<u><u>8,072,832</u></u>	<u><u>8,716,851</u></u>	<u><u>8,590,000</u></u>	<u><u>7,762,390</u></u>

Class Code	AUTHORIZED PERSONNEL	ADOPTED FY 09-10		PROPOSED FY 10-11	
		Full Time	Part Time	Full Time	Part Time
3350	Police Lieutenant	1.00		1.00	
3300	Police Sergeant	3.00		3.00	
3200	Police Officer	25.00		25.00	
0790	Police Investigative Specialist	1.00		1.00	
0860	Traffic Services Specialist	1.00		1.00	
1270	Senior Parking Control Officer	2.00		2.00	
3900	Parking Control Officer	4.00		4.00	
7330	Senior Office Assistant	4.00		3.50	
	TOTAL	<u><u>41.00</u></u>	<u><u>0.00</u></u>	<u><u>40.50</u></u>	<u><u>0.00</u></u>
	(1 Officer Unfunded) (2 PCOs Unfunded)				

GENERAL FUND

POLICE DEPARTMENT	PROGRAM			
Training	011-410			
Statement of Purpose				
<p><i>To develop and provide high quality training programs designed to facilitate the delivery of effective, efficient and responsive police services to the community. To assess the department's training needs, ensure compliance with state and federal requirements and maintain training records.</i></p>				
Accomplishments in FY 2008-09 and FY 2009-10				
<ul style="list-style-type: none"> * Develop seven new training programs in the areas of driving use of force, supervision and communications. * Changed the Corporal job description requiring corporals to become Field Training Officers. * Increased the number of certified Functional Fitness Instructors by 20% * Furnished the department's Functional Fitness room with the required exercise equipment. * Recertified department personnel in the mandated Sexual harassment and Pursuit Driving training requirements. * Upgrade rifles in the Patrol Rifle Program and increased outside agency range rental by 17%. * Increased the number of children served by the SAPAAL program by 27% 				
Action Plan for FY 2010-11				
<ul style="list-style-type: none"> * Maintain the quality of training provided by the Department's Training Center with a staff reduction of 20% * Implement a free program to increase revenue through classroom rental to outside presenters. * Update the audio visual equipment in the classroom. * Remodel and update the range facilities to increase rental revenue from outside contractors. * Apply for additional grant funding to support the SAPAAL. 				
PERFORMANCE MEASURES	Actual FY 07-08	Actual FY 08-09	Estimated FY 09-10	Objective FY 10-11
Service Level				
# of onsite POST training hrs - SAPD Personnel	8,135	9,709	7,896	8,580
# of onsite POST training hrs - Outside Personnel	3,113	6,511	4,728	4,784
# of S.A.P.D. employees attending	658	538	592	596
# of outside agency employees attending	271	409	252	311
# of onsite STC training hrs - SAPD Jail Personnel	7,612	6,341	5,250	6,401
# of onsite Jail employees attending	447	692	450	530
# of video productions produced	15	15	15	15
# of non-POST training hrs - all personnel	4,969	6,806	6,820	6,198
Effectiveness				
% POST compliance rate	100%	100%	100%	100%
% STC compliance rate	100%	100%	100%	100%

GENERAL FUND

POLICE DEPARTMENT		FUND 11			
Training Services		Activity 410			
Object Code	LINE ITEM RESOURCES	ACTUAL FY 07-08	ACTUAL FY 08-09	PROJECTED FY 09-10	PROPOSED FY 10-11
61000	Salaries Regular	1,267,402	1,072,458	1,140,335	858,740
61020	Salaries Part-Time	8,003	20,130	11,240	11,240
61040	Salaries Overtime	15,213	4,974	20,800	0
61100	Retirement-Employer Contrib.	219,632	189,351	217,975	175,315
61120	Medicare Insurance	13,175	12,241	16,700	12,450
61130	Health Insurance	153,715	129,367	167,165	122,890
61170	Retiree Health Benefits	6,283	9,362	9,775	7,255
61180	Worker Compensation Insurance	104,320	87,250	85,755	42,465
	SUBTOTAL PERSONNEL	1,787,743	1,525,134	1,669,745	1,230,355
62010	Communications	2,265	0	0	0
62120	Training, Transpo, Meeting	59,784	13,484	76,950	26,350
62130	Tuition Reimbursement	26,481	21,180	40,000	40,000
62140	Membership, Subscription, and Dues	2,520	230	1,200	1,200
62300	Contract Svcs-Professional	146,536	153,409	216,100	50,100
	SUBTOTAL CONTRACTUAL	237,586	188,303	334,250	117,650
63001	Misc. Office Expenses	167,005	133,460	201,610	201,610
	SUBTOTAL COMMODITIES	167,005	133,460	201,610	201,610
65010	Rental City Equipment	44,379	44,875	27,370	43,025
65400	Building Rental	0	51,350	0	0
	SUBTOTAL FIXED CHARGES	44,379	96,225	27,370	43,025
66400	Machinery & Equipment	0	0	0	0
66510	Computer Software	0	283	0	0
	SUBTOTAL CAPITAL	0	283	0	0
67200	Principal - Capital Lease	0	0	51,350	51,350
	SUBTOTAL DEBT SERVICE	0	0	51,350	51,350
	TOTAL	2,236,714	1,943,405	2,284,325	1,643,990

Class Code	AUTHORIZED PERSONNEL	ADOPTED FY 09-10		PROPOSED FY 10-11	
		Full Time	Part Time	Full Time	Part Time
3350	Police Lieutenant	1.00		1.00	
3300	Police Sergeant	2.00		2.00	
3200	Police Officer	4.00		3.00	
3820	Rangemaster	2.00		1.00	
0370	Correctional Supervisor	1.00		1.00	
5330	PAAL Assistant Director	1.00		0.00	
6320	Video Technician	1.00		1.00	
7330	Senior Office Assistant	1.00		0.00	
	TOTAL	13.00	0.00	9.00	0.00
	(1 Sergeant Unfunded)				
	(PAAL Asst Dir in 26 Fund)				
	(1 Officer to Fund 26 for PAAL)				

GENERAL FUND

POLICE DEPARTMENT		PROGRAM		
Professional Standards		011-415		
Statement of Purpose				
<p><i>A Professional Standards Division committed to the preservation of organizational integrity, community confidence, individual responsibility and professional development.</i></p>				
Accomplishments in FY 2008-09 & FY 2009-10				
<ul style="list-style-type: none"> * Completed all scheduled organizational audits. * Completed projected training of Patrol and Jail Division Supervisors * Completed updates of department policies and protocols. * A review of use of force incidents was completed to identify any potential liability and/or training issues. 				
Action Plan for FY 2010-11				
<ul style="list-style-type: none"> * Conduct Organizational audits as required. * Train new Sergeants on conducting administrative investigations. * Update department policies and protocols. * Review use of force incidents to identify potential liability and/or training issues. 				
PERFORMANCE MEASURES	Actual	Actual	Estimated	Objective
	FY 07-08	FY 08-09	FY 09-10	FY 10-11
Service Level				
# of IA investigations completed in 90 days	70%	70%	70%	70%
# of audits	6	7	7	6
# of supervisors trained	24	185	100	100
# of Pitchess Motions	50	55	93	95
# of Civil Claims	51	60	94	90

GENERAL FUND

POLICE DEPARTMENT					FUND	11
Professional Standards					Activity	415
Object Code	LINE ITEM RESOURCES	ACTUAL FY 07-08	ACTUAL FY 08-09	PROJECTED FY 09-10	PROPOSED FY 10-11	
61000	Salaries Regular	759,704	743,912	704,605	608,985	
61020	Salaries Part-time	31,298	33,245	35,000	35,000	
61040	Salaries Overtime	64,079	23,801	19,950	0	
61100	Retirement-Employer Contrib.	142,870	147,158	166,825	131,110	
61120	Medicare Insurance	10,391	10,099	10,715	8,830	
61130	Health Insurance	69,177	70,188	81,955	83,690	
61170	Retiree Health Benefits	4,453	6,162	5,920	5,220	
61180	Worker Compensation Insurance	<u>65,826</u>	<u>67,365</u>	<u>54,250</u>	<u>40,280</u>	
	SUBTOTAL PERSONNEL	1,147,800	1,101,929	1,079,220	913,115	
62010	Communications	3,186	0	0	0	
62120	Training, Transpo, Meeting	17,689	4,118	6,260	6,260	
62140	Membership, Subscription and Dues	867	123	2,000	2,000	
62300	Contract Svcs-Professional	<u>6,072</u>	<u>5,869</u>	<u>4,000</u>	<u>4,000</u>	
	SUBTOTAL CONTRACTUAL	27,814	10,110	12,260	12,260	
63001	Misc. Office Expenses	<u>4,752</u>	<u>2,218</u>	<u>9,900</u>	<u>9,900</u>	
	SUBTOTAL COMMODITIES	4,752	2,218	9,900	9,900	
65010	Rental City Equipment	<u>12,888</u>	<u>12,980</u>	<u>15,810</u>	<u>6,365</u>	
	SUBTOTAL FIXED CHARGES	12,888	12,980	15,810	6,365	
	TOTAL	<u><u>1,193,254</u></u>	<u><u>1,127,237</u></u>	<u><u>1,117,190</u></u>	<u><u>941,640</u></u>	
Class Code	AUTHORIZED PERSONNEL	ADOPTED FY 09-10		PROPOSED FY 10-11		
		Full Time	Part Time	Full Time	Part Time	
3350	Police Lieutenant	1.00		0.00		
3300	Police Sergeant	3.00		3.00		
3200	Police Officer	3.00		2.00		
7310	Sr Legal Secretary	1.00		1.00		
1620	Deputy City Attorney II	<u>0.50</u>		<u>0.50</u>		
	TOTAL	<u><u>8.50</u></u>	<u><u>0.00</u></u>	<u><u>6.50</u></u>	<u><u>0.00</u></u>	
	(1 Sergeant Unfunded)					
	(1 Officer transferred to Patrol)					
	(1 Lt transferred to Patrol)					

GENERAL FUND

POLICE DEPARTMENT Field Operations	PROGRAM 011-420			
Statement of Purpose				
<i>To provide effective police services to the community using a community-oriented policing approach.</i>				
Accomplishments in FY 2008-09 & FY 2009-10				
<ul style="list-style-type: none"> * Initiated the Bishop Manor Problem Oriented Policing Task Force * Initiated the Townsend Street Problem Oriented Policing Task Force * Successfully managed weekend and holiday cruising activities along the Bristol Street corridor * Facilitated increased communications among neighborhood associations * Implemented a comprehensive 4th of July illegal fireworks program * Managed large scale protest activities associated with May Day celebrations * Continued support of Traffic Bureau S.T.E.P. Grant through the Office of Traffic Safety * Successfully expanded "Kidsworks" Community Outreach Center to Southwest Community Center 				
Action Plan for FY 2010-11				
<ul style="list-style-type: none"> * Implement electronic disseminate of roll call information * Complete Assessment Phase of Bishop Manor Problem Oriented Policing Project * Complete Assessment Phase of Townsend Street Problem Oriented Policing Project * Expand "Kidsworks" Community Outreach Center to the Townsend Street POP Project * Ensure active participation in the Traffic Enforcement Grants; DUI enforcement * Provide succession/career development training to commanders through advanced management/leadership courses * Increase staffing levels to reduce dependence on overtime to meet minimum staffing needs 				
PERFORMANCE MEASURES	Actual	Actual	Estimated	Objective
	FY 07-08	FY 08-09	FY 09-10	FY 10-11
Service Level				
# of calls for services	189,367	186,922	195,000	190,000
# of arrests	13,059	13,908	13,000	13,800
# of K-9 high risk searches	500	150	175	190
Efficiency				
% of emergency calls for service responded to in under 9 minutes	79%	58.58	60%	80%
Effectiveness				
# of patrol officer hours saved by use of K-9	5,000	3,500	5,000	5,000
% of felony cases filed	93%	94%	95%	96%

GENERAL FUND

POLICE DEPARTMENT					FUND	11
Field Operations					Activity	420
Object Code	LINE ITEM RESOURCES	ACTUAL FY 07-08	ACTUAL FY 08-09	PROJECTED FY 09-10	PROPOSED FY 10-11	
61000	Salaries Regular	20,770,695	21,843,783	19,541,895	17,198,135	
61010	Salaries Retirement	459,045	916,690	650,000	650,000	
61020	Salaries Part-time	64,392	64,501	59,040	59,040	
61040	Salaries Overtime	1,022,477	1,902,327	733,975	0	
61100	Retirement-Employer Contrib.	4,011,481	4,581,661	4,902,095	4,721,230	
61120	Medicare Insurance	275,186	277,882	285,665	274,345	
61130	Health Insurance	2,564,318	2,763,158	3,032,805	2,767,825	
61170	Retiree Health Benefits	115,263	160,341	147,315	141,905	
61180	Worker Compensation Insurance	1,959,398	1,963,033	1,592,615	1,523,905	
	SUBTOTAL PERSONNEL	<u>31,242,254</u>	<u>34,473,376</u>	<u>30,945,405</u>	<u>27,336,385</u>	
62000	Utilities	3,886	3,328	4,000	4,000	
62010	Communications	34,569	9,378	6,780	6,780	
62120	Training, Transpo, Meeting	93,994	43,672	40,050	40,050	
62140	Membership, Subscription, and Dues	1,831	3,233	1,200	1,200	
62300	Contract Svcs-Professional	382,429	513,374	223,880	288,880	
	SUBTOTAL CONTRACTUAL	<u>516,709</u>	<u>572,985</u>	<u>275,910</u>	<u>340,910</u>	
63001	Misc. Office Expenses	69,272	35,936	20,000	20,000	
	SUBTOTAL COMMODITIES	<u>69,272</u>	<u>35,936</u>	<u>20,000</u>	<u>20,000</u>	
65010	Rental City Equipment	1,940,175	2,038,805	1,441,245	1,732,950	
65100	Insurance Charges	4,360,660	4,360,660	4,360,660	4,360,660	
65000	Building Rental	6,675	7,140	7,140	7,140	
	SUBTOTAL FIXED CHARGES	<u>6,307,510</u>	<u>6,406,605</u>	<u>5,809,045</u>	<u>6,100,750</u>	
	TOTAL	<u><u>38,135,745</u></u>	<u><u>41,488,902</u></u>	<u><u>37,050,360</u></u>	<u><u>33,798,045</u></u>	
Class Code	AUTHORIZED PERSONNEL	ADOPTED FY 09-10		PROPOSED FY 10-11		
		Full Time	Part Time	Full Time	Part Time	
3360	Police Captain	1.00		1.00		
3350	Police Lieutenant	6.00		6.00		
3300	Police Sergeant	25.00		24.00		
3200	Police Officer	186.00		188.00		
3800	Police Service Officer	5.00		5.00		
7330	Senior Office Assistant	1.00		1.00		
	TOTAL	<u>224.00</u>	<u>0.00</u>	<u>225.00</u>	<u>0.00</u>	
	(36 Unfunded Officers)					
	(2 Unfunded Lt's.)					
	(20 Unfunded Officers charged to grants)					
	(1 Officer charged to CDBG for Helicopter)					

GENERAL FUND

POLICE DEPARTMENT		PROGRAM		
Information Systems		011-425		
Statement of Purpose				
<i>To provide crime analysis and information systems support service to department employees.</i>				
Accomplishments in FY 2009-10 & FY 2010-11				
<ul style="list-style-type: none"> * Continue to upgrade or replace computer related equipment that has reached its end-of-life cycle. * Complete deployment of Report Writing Module - IR2 * Complete CMS (Case Management System) integration and deployment. * Complete RMS (Records Management System) integration and deployment. * Complete implementation and integration of automated booking system (Visiphor) 				
Action Plan for FY 2011-12				
<ul style="list-style-type: none"> * Maintain information systems support for all Jail and Police Department users. * Upgrade Department intranet to Wiki technology. * Upgrade Report Writing Module to meet enhanced user needs. * Enhance connectivity between the Police Department and the City. 				
PERFORMANCE MEASURES	Actual	Actual	Estimated	Objective
	FY 07-08	FY 08-09	FY 09-10	FY 10-11
Service Level % of 24-hour computer services & support	90%	92%	94%	99%
Efficiency % of time information system was available	99%	99%	99%	99%
% of time technical support provided	100%	100%	100%	100%

GENERAL FUND

POLICE DEPARTMENT		FUND 11			
Information Systems		Activity 425			
Object Code	LINE ITEM RESOURCES	ACTUAL FY 07-08	ACTUAL FY 08-09	PROJECTED FY 09-10	PROPOSED FY 10-11
61000	Salaries Regular	893,066	887,351	595,445	716,900
61020	Salaries Part-Time	0	0	0	0
61040	Salaries Overtime	15,269	11,562	30,675	0
61100	Retirement-Employer Contrib.	65,154	66,323	68,150	96,725
61120	Medicare Insurance	7,846	7,174	8,635	10,395
61130	Health Insurance	96,682	92,452	79,930	69,760
61170	Retiree Health Benefits	5,973	11,877	6,645	7,705
61180	Worker Compensation Insurance	23,535	23,835	23,355	24,410
	SUBTOTAL PERSONNEL	1,107,525	1,100,573	812,835	925,895
62010	Communications	3,746	0	0	0
62120	Training, Transpo, Meeting	4,427	990	4,910	4,910
62140	Membership, Subscription, and Dues	0	0	1,000	1,000
62300	Contract Svcs-Professional	403,440	466,404	550,020	478,020
	SUBTOTAL CONTRACTUAL	411,613	467,394	555,930	483,930
63001	Misc. Office Expenses	95,684	9,317	39,700	14,700
	SUBTOTAL COMMODITIES	95,684	9,317	39,700	14,700
65010	Rental City Equipment	13,982	17,440	29,000	23,915
	SUBTOTAL FIXED CHARGES	13,982	17,440	29,000	23,915
66400	Machinery & Equipment	24,327	0	0	0
66510	Computer Software	30,491	6,872	0	0
	SUBTOTAL CAPITAL	54,819	6,872	0	0
	TOTAL	1,683,623	1,601,595	1,437,465	1,448,440

Class Code	AUTHORIZED PERSONNEL	ADOPTED FY 09-10		PROPOSED FY 10-11	
		Full Time	Part Time	Full Time	Part Time
3380	Technology Support Administrator	1.00		0.00	
3350	Police Lieutenant	0.75		0.75	
3300	Police Sergeant	2.00		2.00	
3200	Police Officer	2.00		2.00	
2930	Police Systems Manager	1.00		1.00	
0990	Senior Systems Administrator	1.00		1.00	
3990	Crime/Research Analyst	4.00		3.00	
1060	Systems Technician-WNT	1.00		1.00	
0020	Micro Systems Technician	1.00		1.00	
		13.75	0.00	11.75	0.00
	(2 Sgts. Unfunded) (1 Officer Unfunded) (1 Police Systems Mgr unfunded)				

GENERAL FUND

POLICE DEPARTMENT		PROGRAM		
Animal Services		011-430		
Statement of Purpose				
<p><i>To ensure the public safety, promote the health and welfare of animals, and provide for a safe and healthy environment for people and their pets through educational outreach and law enforcement.</i></p>				
Accomplishments in FY 2008-09 & FY 2009-10				
<ul style="list-style-type: none"> * Underfilled vacant ASO I position with a part-time ASO I (Feb 26, 2009) * Pet Amigos education was presented at 13 schools in 08-09 and 5 schools in 09-10 thus far as well as various special events such as National Night Out, Townsend Celebration, ASPCA and others * Worked with City Attorney's Office to further amend Chapter 5 of the SAMC -still in progress * Continued pet store inspection program to ensure compliance with state and local laws * SAFA in cooperation with Animal Services began providing low cost spay/neuter clinics in front of PD in conjunction with a mobile veterinary staff that provides its services. 				
Action Plan for FY 2010-11				
<ul style="list-style-type: none"> * Continue mobile spay/neuter program to cut down on animals entering shelter thereby reducing sheltering costs * Continue low cost spay/neuter efforts via SAFA * Continue with changes to Chapter 5 of SAMC * Continue roll call training on various topics 				
PERFORMANCE MEASURES	Actual	Actual	Estimated	Objective
	FY 07-08	FY 08-09	FY 09-10	FY 10-11
Service Level				
# of service calls handled	8,914	8,535	8,100	8,000
# of enforcement actions taken	671	370	538	600
# of animal impounds	4,109	4,437	3,446	3,400
# of animals adopted/rescued	886	2,050	1,829	1,850
# of educational presentations given	106	82	40	10
# of spay/neuter events held	0	0	4	8
# of telephone calls handled	11,508	9,740	9,524	9,400

GENERAL FUND

POLICE DEPARTMENT		FUND 11			
Animal Services		Activity 430			
Object Code	LINE ITEM RESOURCES	ACTUAL FY 07-08	ACTUAL FY 08-09	PROJECTED FY 09-10	PROPOSED FY 10-11
61000	Salaries Regular	234,861	254,202	255,905	265,335
61020	Salaries Part-Time	77,621	87,156	102,815	4,415
61040	Salaries Overtime	41,614	55,917	4,055	0
61100	Retirement-Employer Contrib.	11,731	14,749	25,350	22,455
61120	Medicare Insurance	5,078	5,640	5,205	3,845
61130	Health Insurance	43,142	46,268	53,545	53,995
61170	Retiree Health Benefits	1,391	2,146	2,585	2,500
61180	Worker Compensation Insurance	<u>34,257</u>	<u>38,307</u>	<u>10,620</u>	<u>29,940</u>
	SUBTOTAL PERSONNEL	449,694	504,386	460,080	382,485
62010	Communications	285	0	0	0
62120	Training, Transpo, Meeting	225	258	600	600
62140	Membership, Subscription, and Dues	269	269	200	200
62300	Contract Svcs-Professional	453,384	368,494	441,670	591,670
62501	Operating Lease Expense	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>
	SUBTOTAL CONTRACTUAL	454,163	369,021	442,470	592,470
63001	Misc. Office Expenses	<u>5,316</u>	<u>7,530</u>	<u>9,275</u>	<u>9,275</u>
	SUBTOTAL COMMODITIES	5,316	7,530	9,275	9,275
65010	Rental City Equipment	<u>49,930</u>	<u>53,325</u>	<u>49,910</u>	<u>49,910</u>
	SUBTOTAL FIXED CHARGES	49,930	53,325	49,910	49,910
	TOTAL	<u>959,103</u>	<u>934,262</u>	<u>961,735</u>	<u>1,034,140</u>

Class Code	AUTHORIZED PERSONNEL	ADOPTED FY 09-10		PROPOSED FY 10-11	
		Full Time	Part Time	Full Time	Part Time
3930	Animal Service Officer II	1.00		1.00	
3920	Animal Service Officer I	2.00		2.00	
7360	Senior Office Specialist	<u>1.00</u>		<u>1.00</u>	
		<u>4.00</u>	<u>0.00</u>	<u>4.00</u>	<u>0.00</u>

GENERAL FUND

POLICE DEPARTMENT District Investigations	PROGRAM 011-435			
Statement of Purpose				
<p><i>To apprehend and prosecute criminals through professional and comprehensive criminal investigation, recover and return property, and the recognition and solution of persistent community problems.</i></p> <p>The District Investigations Division is responsible for the investigation of all robberies, burglaries, vehicle thefts, selected assaults and all thefts. In addition, the division investigates major fraud, credit card crimes, identity thefts and forgeries. The division coordinates court appearances and prosecution of criminals, reviews crime reports and tracks criminal cases.</p>				
Accomplishments in FY 2008-09 & FY 2009-10				
<ul style="list-style-type: none"> * Conducted special operations targeting recycling centers * Integrated the use of the electronic subpoena processing system (ILJ) * Continued with building relationships with business enterprises * Worked collaboratively with DA's office to reduce DNA property backlog * Implemented cost-cutting measures to reduce court overtime expense 				
Action Plan for FY 2010-11				
<ul style="list-style-type: none"> * Implement monthly Sex Registrant Verification Program * Evaluate current ECU reports and make necessary recommendations to improve report writing * Work with City Attorney on pawn shop mandates and implementing new fee rates * Implement course of action to combat metal thefts * Research GPS and phone toll intelligence technology to assist with robbery investigations 				
PERFORMANCE MEASURES	Actual	Actual	Estimated	Objective
	FY 07-08	FY 08-09	FY 09-10	FY 10-11
Service Level				
# of cases presented to D.A. by Prosecution Unit	8,978	8,884	8,950	8200
# of business/community meetings	N/A	N/A	10	10
# of education/community awareness presentations	N/A	4	6	10
Efficiency				
# of cases refused by the District Atty's Office	620	686	719	550
# of Special Enforcement operations	N/A	6	10	5
Avg. monthly Arrest by Detectives	3	6	6	7
Avg. # of cases cleared per month, per Detective	12	14	20	22
Effectiveness				
% rate of criminal filings	93%	92%	95%	95
# of victims notified by mail	N/A	N/A	800	900
% of assigned cases-victims called within 48 hrs	N/A	N/A	90%	97%
# of arrest by Detectives during Special Enforcement Operations	N/A	N/A	25	15
# of officers participating in IDSP	N/A	NA	9	0

GENERAL FUND

POLICE DEPARTMENT					FUND	11
District Investigations					Activity	435
Object Code	LINE ITEM RESOURCES	ACTUAL FY 07-08	ACTUAL FY 08-09	PROJECTED FY 09-10	PROPOSED FY 10-11	
61000	Salaries Regular	2,869,320	2,734,317	3,476,315	4,126,665	
61020	Salaries Part-time	47,196	76,239	94,475	79,240	
61040	Salaries Overtime	234,550	66,187	90,720	0	
61100	Retirement-employer Contrib	495,160	504,959	746,390	945,495	
61120	Medicare Insurance	41,002	36,867	51,775	61,285	
61130	Health Insurance	370,209	356,712	520,370	610,105	
61170	Retiree Health Benefits	16,142	22,183	29,170	34,015	
61180	Worker Compensation Insurance	218,003	197,764	242,145	297,505	
	SUBTOTAL PERSONNEL	4,291,581	3,995,229	5,251,360	6,154,310	
62010	Communications	2,962	0	0	0	
62120	Training, Transpo, Meeting	18,239	14,409	3,000	3,000	
62122	Travel for Investigation	0	58	4,000	4,000	
62140	Membership, Subscription, and Dues	717	339	500	500	
62300	Contract Svcs-Professional	21,285	18,853	23,700	23,700	
	SUBTOTAL CONTRACTUAL	43,203	33,659	31,200	31,200	
63001	Misc. Office Expenses	30,658	23,517	20,000	20,000	
	SUBTOTAL COMMODITIES	30,658	23,517	20,000	20,000	
65010	Rental City Equipment	83,194	78,665	89,855	86,275	
	SUBTOTAL FIXED CHARGES	83,194	78,665	89,855	86,275	
	TOTAL	4,448,637	4,131,070	5,392,415	6,291,785	
Class Code	AUTHORIZED PERSONNEL	ADOPTED FY 09-10		PROPOSED FY 10-11		
		Full Time	Part Time	Full Time	Part Time	
3350	Police Lieutenant	2.00		2.00		
3300	Police Sergeant	2.00		3.00		
3200	Police Officer	22.00		26.00		
3990	Crime/Research Analyst	0.00		0.00		
0790	Police Investigative Specialist	5.00		6.00		
7270	Secretary	1.00		1.00		
7330	Senior Office Assistant	7.00		3.00		
	TOTAL	39.00	0.00	41.00	0.00	
	(1 PIS Unfunded)					

GENERAL FUND

POLICE DEPARTMENT		PROGRAM		
Crimes Against Persons Division		011-440		
Statement of Purpose				
<p><i>The Crimes Against Persons Division is dedicated to building partnerships and working in collaboration with internal and external resources to protect the community through the effective investigation of crimes, apprehension of criminals, and assistance to crime victims and their families.</i></p> <p>The Crimes Against Persons Division investigates homicides, felonious assaults, gang crimes, officer involved shootings, jail assaults, suicides, gang crimes (investigation and suppression), kidnapping, human trafficking, hate crimes as well as threats and weapons related violations.</p>				
Accomplishments in FY 2008-09 & FY 2009-10				
<ul style="list-style-type: none"> * Investigated 24 new homicide cases, resulting in 32 arrests for murder and 16 cases cleared by arrest. * Cold Case Gang and Non-Gang homicide detectives arrested 6 murder suspects and cleared 10 murder cases. * Maintained a minimum of 20 Gang Recognition Specialist's (GRS) in training * Utilized non-traditional enforcement strategies to target illegal street gang members * Graffiti Task Force Detectives arrested 105 graffiti/vandalism suspects and conducted 362 probation searches. * Met quarterly with ICE officials to share information and strategies for addressing gang crime. * Staffed over 325 overtime man-hours in the Safety Zone and enforced all laws pertaining to the Gang Injunction. * Focused gang suppression resources toward the prosecution of T.A.R.G.E.T. offenders to reduce community fear and enhance public safety. 				
Action Plan for FY 2010-11				
<ul style="list-style-type: none"> * Identify 20 cold case homicides with DNA evidentiary potential and submit this evidence to the OC Crime Lab. * Provide cross training to a minimum of two Investigations Bureau Detectives to supplement the CAP Homicide Detail on callouts. * Maintain an annual 62% clearance rate on gang homicides. * Conduct a minimum of 25 proactive probation searches per month on individuals who are on probation for graffiti vandalism. * Conduct four gang overview training classes for Side-by-Side International Church staff and one for First AME Church staff. * Provide STOP II investigative cross-training to five Gang Recognition Specialists from the Patrol Division. * Train all department and school police personnel in the use and application of the City's new graffiti ordinance (SAMC 10-222) * Pursue available opportunities to supplement our gang suppression workforce through partnerships with the CHP. 				
PERFORMANCE MEASURES	Actual	Actual	Estimated	Objective
	FY 07-08	FY 08-09	FY 09-10	FY 10-11
Service Level				
# of cases assigned	2,893	2,850	3,000	3,050
# of arrests	1,149	1,100	675	680
Efficiency				
% of investigations begun within 5 days	90%	90%	93%	94%
% of victims contacted within 10 days of case assignments	91%	92%	93%	94%
Effectiveness				
% of arrest to complaints	91%	91%	92%	92%

GENERAL FUND

POLICE DEPARTMENT		FUND 11			
Crimes Against Persons		Activity 440			
Object Code	LINE ITEM RESOURCES	ACTUAL FY 07-08	ACTUAL FY 08-09	PROJECTED FY 09-10	PROPOSED FY 10-11
61000	Salaries Regular	5,146,376	5,932,202	4,481,070	3,969,435
61020	Salaries Part-Time	129,019	135,424	123,425	33,290
61040	Salaries Overtime	553,255	562,511	171,245	0
61100	Retirement-Employer Contrib.	983,497	1,192,164	1,140,810	1,009,005
61120	Medicare Insurance	68,576	71,645	68,215	59,005
61130	Health Insurance	601,622	701,885	622,740	576,905
61170	Retiree Health Benefits	26,331	43,069	34,880	31,075
61180	Worker Compensation Insurance	<u>490,567</u>	<u>507,142</u>	<u>375,580</u>	<u>329,725</u>
	SUBTOTAL PERSONNEL	7,999,243	9,146,042	7,017,965	6,008,440
62010	Communications	7,587	0	0	0
62120	Trainig, Transpo, Meeting	36,098	11,029	8,000	3,000
62122	Travel for Investigation	26,383	17,557	15,000	10,000
62140	Membership, Subscription, and Dues	413	547	500	500
62322	M&R Mach & Equip	4,048	0	0	0
62300	Contract Svcs-Professional	<u>120,192</u>	<u>76,325</u>	<u>80,000</u>	<u>105,000</u>
	SUBTOTAL CONTRACTUAL	194,721	105,457	103,500	118,500
63001	Misc. Office Expenses	<u>76,423</u>	<u>24,356</u>	<u>45,420</u>	<u>45,420</u>
	SUBTOTAL COMMODITIES	76,423	24,356	45,420	45,420
65010	Rental City Equipment	<u>220,511</u>	<u>220,705</u>	<u>251,670</u>	<u>184,265</u>
	SUBTOTAL FIXED CHARGES	220,511	220,705	251,670	184,265
66400	Machinery & Equipment	0	0	0	0
66510	Computer Software	<u>240</u>	<u>0</u>	<u>0</u>	<u>0</u>
	SUBTOTAL CAPITAL	240	0	0	0
	TOTAL	<u>8,491,137</u>	<u>9,496,561</u>	<u>7,418,555</u>	<u>6,356,625</u>

Class Code	AUTHORIZED PERSONNEL	ADOPTED FY 09-10		PROPOSED FY 10-11	
		Full Time	Part Time	Full Time	Part Time
3360	Police Captain	1.00		1.00	
3350	Police Lieutenant	1.00		1.00	
3300	Police Sergeant	4.00		3.00	
3200	Police Officer	35.00		31.00	
0790	Police Investigative Specialist	1.00		0.00	
7330	Senior Office Assistant	<u>1.00</u>		<u>1.00</u>	
	TOTAL	<u>43.00</u>	<u>0.00</u>	<u>37.00</u>	<u>0.00</u>
	(4 Officers to District Inv.)				

GENERAL FUND

POLICE DEPARTMENT Special Investigations	PROGRAM 011-445			
Statement of Purpose				
<p><i>To respond to community concerns of drug trafficking and related criminal activities.</i></p> <p>This is accomplished through enforcement strategies, seizure of illegally gained assets and promotion of community awareness in drug enforcement and by investigating and arresting career criminals.</p>				
Accomplishments in FY 2008-09 & FY 2009-10				
<ul style="list-style-type: none"> * Identified and prosecuted mid-level drug dealers and major narcotic violators * Seized assets from mid-level drug dealers and major narcotic violators * Implemented a multi-agency task force with the FBI, ATF, State Parole, U.S. Attorney's Office & U.S. Marshals to identify and prosecute career criminal enterprises * Seized \$11,893,191 in U.S. currency * Reduced crime perpetrated by career criminals/parolees by sending 315 criminals back to jail * Strike Force Team handled over 200 deployments and helped to remove over 513 felons from the streets * Special Investigations detectives made 406 misdemeanor arrests and 691 felony arrests 				
Action Plan for FY 2010-11				
<ul style="list-style-type: none"> * Continue working with Federal, State & local law enforcement agencies in identifying & prosecuting mid-level & major narcotic violations and money laundering operations * Continue using new technology as a means to impact narcotic trafficking and money laundering * Continue working with Field Operations in identifying street-level narcotic dealers * Continue investigating crimes committed by career criminals * Continue complex investigations surrounding criminal enterprises * Increase violent crime enforcement with arrests by 7% * Increase use of electronic surveillance equipment * Improve the working relationship with Crime Analysis Unit to identify sources of criminal activity 				
PERFORMANCE MEASURES	Actual FY 07-08	Actual FY 08-09	Estimated FY 09-10	Objective FY 10-11
Service Level				
# of complaints processed	251	225	175	175
# of narcotic arrests	523	576	525	525
# of career criminal arrests	104	315	150	150
# of Strike Force arrests	997	832	900	900
Efficiency				
# of asset seizures	77	65	50	50
# of search warrants issued	25	57	25	25
% of assigned/referred drug complaints in 3 days	90%	90%	90%	90%
Effectiveness				
# of asset forfeiture filings	71	63	50	50

GENERAL FUND

POLICE DEPARTMENT		FUND 11			
Special Investigations		Activity 445			
Object Code	LINE ITEM RESOURCES	ACTUAL FY 07-08	ACTUAL FY 08-09	PROJECTED FY 09-10	PROPOSED FY 10-11
61000	Salaries Regular	3,263,882	3,185,145	2,910,160	2,780,560
61020	Salaries Part-Time	20,244	21,139	20,580	20,580
61040	Salaries Overtime	312,225	156,486	209,230	0
61100	Retirement-Employer Contrib.	652,809	674,088	705,390	684,930
61120	Medicare Insurance	41,698	41,272	42,495	41,045
61130	Health Insurance	377,068	376,408	425,885	413,195
61170	Retiree Health Benefits	15,908	25,045	22,345	21,785
61180	Worker Compensation Insurance	306,841	298,930	230,700	222,095
	SUBTOTAL PERSONNEL	4,990,674	4,778,513	4,566,785	4,184,190
62010	Communication	7,995	2,089	0	0
62120	Training, Transpo, Meeting	45,026	4,720	19,275	19,275
62140	Membership, Subscription, and Dues	1,001	376	500	500
62300	Contract Svcs-Professional	180,286	147,623	206,420	206,420
	SUBTOTAL CONTRACTUAL	234,308	154,807	226,195	226,195
63300	Gas & Diesel	19,876	11,690	7,000	7,000
63001	Misc. Office Expenses	17,357	11,960	28,400	28,400
	SUBTOTAL COMMODITIES	37,234	23,650	35,400	35,400
65010	Rental City Equipment	19,687	39,755	146,075	95,350
	SUBTOTAL FIXED CHARGES	19,687	39,755	146,075	95,350
	TOTAL	5,281,902	4,996,725	4,974,455	4,541,135

Class Code	AUTHORIZED PERSONNEL	ADOPTED FY 09-10		PROPOSED FY 10-11	
		Full Time	Part Time	Full Time	Part Time
3350	Police Lieutenant	1.00		1.00	
3300	Police Sergeant	3.00		4.00	
3200	Police Officer	29.00		29.00	
3990	Crime/Research Analyst	1.00		1.00	
7330	Senior Office Assistant	1.00		1.00	
	TOTAL	35.00	0.00	36.00	0.00
	(1 Unfunded Lt)				
	(8 Unfunded Officers)				

GENERAL FUND

POLICE DEPARTMENT Property & Evidence	PROGRAM 011-450			
Statement of Purpose				
<i>To provide centralized issuance, tracking, and support services for department equipment, vehicles, supplies and evidence handling requirements.</i>				
Accomplishments in FY 2008-09 & FY 2009-10				
<ul style="list-style-type: none"> * Collected and issued 650+ keycards for new parking card system for PD employees * Inventoried evidence returned to owners including recovered guns * Developed a computer database to facilitate a quicker turnaround for Evidence drug fire follow ups by staff members * Consolidated the narcotics room evidence for years 1999, 2000, 2001 and 2002 evidence * Assumed towel duties for the PD fitness Center * Reduced the cost for Blackberry devices resulting the \$13,740 savings annually * Completed landscaping project in front of the Community Room * Worked closely with Patrol to assign 25 vehicles in the Patrol vehicle assignment project * Coordinated with a vendor to install GPS Systems within 142 vehicles. 				
Action Plan for FY 2010-11				
<ul style="list-style-type: none"> * Update all written Evidence procedures on the Intranet * Cross train all Evidence staff on all aspects of evidence management * Incorporate the remaining unassigned vehicles into the Patrol vehicle assignment project * Coordinate the repainting of 39 patrol vehicles * Complete an updated revision of body armor and uniform specifications * Continue to generate "The Evidence Locker" publication to educate and assist employees * Work closely with the Lab and detectives to streamline the time spent testing, swabbing, photographing recovered guns in order to return weapons to their rightful owners 				
PERFORMANCE MEASURES	Actual	Actual	Estimated	Objective
	FY 07-08	FY 08-09	FY 09-10	FY 10-11
Service Level				
# of property & evidence items processed/relocated	63,502	51,114	49,517	50,000
# of vehicles transported	1,891	2,410	2,684	2,785
# of supply or equipment requests processed	27,994	19,895	21,714	22,000
Efficiency				
% of new evidence processed within 18 hours (M-F)	87%	87%	90%	90%
% of supply & equip. requests processed w/in 24 hrs	81%	83%	85%	85%
% of vehicles transported for repair within 24 hours	86%	88%	90%	90%
Effectiveness				
% of outgoing evidence items compared to incoming items	98%	98%	91%	90%

GENERAL FUND

POLICE DEPARTMENT Property & Evidence				FUND	11
				Activity	450
Object Code	LINE ITEM RESOURCES	ACTUAL FY 07-08	ACTUAL FY 08-09	PROJECTED FY 09-10	PROPOSED FY 10-11
61000	Salaries Regular	865,837	997,275	931,855	745,485
61020	Salaries Part-time	61,437	76,167	77,185	9,185
61040	Salaries Overtime	15,254	6,686	2,820	0
61100	Retirement-Employer Contrib.	44,084	58,102	81,170	62,965
61120	Medicare Insurance	11,349	13,349	14,630	10,810
61130	Health Insurance	153,214	181,933	192,945	155,995
61170	Retiree Health Benefits	3,985	7,358	6,990	5,590
61180	Worker Compensation Insurance	25,152	29,784	29,870	18,130
	SUBTOTAL PERSONNEL	1,180,312	1,370,653	1,337,465	1,008,160
62010	Communications	376	85,506	121,195	121,195
62120	Training, Transpo, Meeting	6,691	435	4,000	4,000
62140	Membership, Subscription, and Dues	665	100	600	600
62300	Contract Svcs-Professional	22,465	19,010	69,500	69,500
	SUBTOTAL CONTRACTUAL	30,196	105,051	195,295	195,295
63000	Office Supplies	0	0	0	0
63001	Misc. Office Expenses	629,690	375,538	547,700	547,700
	SUBTOTAL COMMODITIES	629,690	375,538	547,700	547,700
65010	Rental City Equipment	26,249	29,800	23,385	27,470
	SUBTOTAL FIXED CHARGES	26,249	29,800	23,385	27,470
66220	Imp Other Than Building	0	0	0	0
66510	Computer Software	0	0	0	0
	SUBTOTAL CAPITAL	0	0	0	0
	TOTAL	1,866,447	1,881,042	2,103,845	1,778,625

Class Code	AUTHORIZED PERSONNEL	ADOPTED FY 09-10		PROPOSED FY 10-11	
		Full Time	Part Time	Full Time	Part Time
6190	Police Property & Facility Manager	1.00		1.00	
3200	Police Officer	1.00		1.00	
0801	Police Evidence & Supply Supervisor	2.00		2.00	
0799	Police Evidence & Supply Specialist	9.00		9.00	
	TOTAL	13.00	0.00	13.00	0.00
	(1 Facilities Mgr Unfunded)				

GENERAL FUND

POLICE DEPARTMENT
Forensic Services

PROGRAM
11-455

Statement of Purpose

To provide comprehensive forensic services supporting the department goals, while meeting judicial system requirements.

Accomplishments in FY 2008-09 & FY 2009-10

Created procedures and assigned responsibilities to SOA to track DNA requests to ensure appropriate follow-up investigation & accountability. Implemented procedures will formalize work productivity and effectiveness of DNA collection and analysis. Forensic personnel have evaluated collection methods and improved individual techniques to optimize their efficiency.

Implemented a department-wide DIMS upgrade to allow for audio evidence upgrade. Due to an exponential increase in digital audio evidence possibilities, a means to securely store said items is necessary. The implementation of a DIMS upgrade will allow for this increase in evidence collection, while utilizing the newest technology to enhance retrieval and archive efficiency

Action Plan for FY 2010-11

Develop a policy and procedures manual specifically for Forensic Services. By standardizing policies and procedures, Forensic Services can ensure quality service to the citizens of Santa Ana.

Restructure the Latent Print Unit to improve efficiency and minimize liability.

Initiate an in-house training program to update personnel in the latest forensic investigation trends.

Finalize and publish Forensic Services policies and procedures.

Reduce the Weapons Backlog by 20% by implementing procedures with other sections.

PERFORMANCE MEASURES	Actual	Actual	Estimated	Objective
	FY 07-08	FY 08-09	FY 09-10	FY 10-11
Service Level				
# of field service calls	4,872	5,000	4,200	3,723
# of photos processed	72,000	80,000	75,000	79,299
# of latent print cases worked	936	700	2,500	2,706
# of latent print case matches	448	350	325	300
# of IBIS hits	215	225	125	104
Efficiency				
% of photo work completed within 5 days	100%	100%	90	100
% of latent work completed within 14 days	75%	75%	80	80%
% of firearms work completed within 14 days	85%	90%	80	90%
Effectiveness				
% of CAL-ID latent hit ratio	48%	49%	50%	50%

GENERAL FUND

POLICE DEPARTMENT					FUND	11
Forensic Services					Activity	455
Object Code	LINE ITEM RESOURCES	ACTUAL FY 07-08	ACTUAL FY 08-09	PROJECTED FY 09-10	PROPOSED FY 10-11	
61000	Salaries Regular	1,365,075	1,530,157	1,454,440	1,451,825	
61020	Salaries Part-Time	93,079	121,936	129,410	129,410	
61040	Salaries Overtime	95,276	45,657	50,380	0	
61100	Retirement -Employer Contrib.	62,551	86,471	127,025	126,805	
61120	Medicare Insurance	15,974	17,911	22,965	21,050	
61130	Health Insurance	203,110	242,497	279,120	219,235	
61170	Retiree Health Benefits	7,367	11,890	11,430	11,445	
61180	Worker Compensation Insurance	23,708	28,711	45,885	16,965	
	SUBTOTAL PERSONNEL	1,866,140	2,085,230	2,120,655	1,976,735	
62010	Communications	150	0	0	0	
62120	Training, Transpo, Meeting	15,201	2,965	31,700	17,700	
62140	Membership, Subscription, and Dues	2,125	220	835	835	
62300	Contract Svcs-Professional	24,755	25,759	64,600	64,600	
	SUBTOTAL CONTRACTUAL	42,231	28,944	97,135	83,135	
63001	Misc. Office Expenses	27,601	32,924	33,290	33,290	
	SUBTOTAL COMMODITIES	27,601	32,924	33,290	33,290	
65010	Rental City Equipment	54,804	55,445	55,445	55,445	
	SUBTOTAL FIXED CHARGES	54,804	55,445	55,445	55,445	
	TOTAL	1,990,777	2,202,543	2,306,525	2,148,605	

Class Code	AUTHORIZED PERSONNEL	ADOPTED FY 09-10		PROPOSED FY 10-11	
		Full Time	Part Time	Full Time	Part Time
1360	Forensic Services Supervisor	1.00		1.00	
7600	Firearms Examiner	1.00		1.00	
3200	Police Officer	1.00		1.00	
3980	Forensic Specialist II	2.00		2.00	
3970	Forensic Specialist I	10.00		10.00	
1100	Police Photo/Video Specialist	1.00		1.00	
7330	Senior Office Assistant	1.00		1.00	
	TOTAL	17.00	0.00	17.00	0.00

GENERAL FUND

POLICE DEPARTMENT Records Services	PROGRAM 011-460			
Statement of Purpose				
<p><i>To maintain department records, provide document storage, retrieval and report required data to State agencies as mandated.</i></p> <p>This is accomplished by maintaining accurate automated and manual systems, which are current and meet the needs of the Department.</p>				
Accomplishments in FY 2008-09 & FY 2009-10				
<ul style="list-style-type: none"> * Developed and implemented the OC District Attorney's PC 488 Diversion Program * Developed new TSA Teletype worksheet and instruction sheet for CA Dept of Justice mandated Teletype entry. * Processed all in-custody arrest reports on time * Worked in conjunction with Family Crimes Unit to update Amber Alert instructions * Trained extensively throughout Department on Criminal History, AFS, and CLETS * Implemented streamlined computerized Distribution Log 				
Action Plan for FY 2010-11				
<ul style="list-style-type: none"> * Research conversion of microfilm to system compatible with Laser Fiche * Implement and install CLETS E-Cars System for FBI Part-I crimes and arrest data reporting * Research possibility to have 80% of Traffic Collisions purchased online via outside vendor * Provide two Roll Call training periods in regards to topics related to Records 				
PERFORMANCE MEASURES	Actual	Actual	Estimated	Objective
	FY 07-08	FY 08-09	FY 09-10	FY 10-11
Service Level				
# of reports processed	51,200	48,637	42,000	41,000
# of documents scanned or filmed	545,769	543,872	450,000	400,00
# of report pages transcribed	3,841	4,455	2,400	2,000
# of CLETS messages sent	54,546	49,736	42,000	42,000
Efficiency				
% of priority reports processed within 5 days	98%	98%	99%	99%
% of other reports processed within 8 days	97%	98%	99%	99%
% of supplemental reports processed within 15 days	97%	98%	99%	99%
% of CLETS messages processed by end of shift	97%	98%	99%	99%

GENERAL FUND

POLICE DEPARTMENT		FUND 11			
Records Services		Activity 460			
Object Code	LINE ITEM RESOURCES	ACTUAL FY 07-08	ACTUAL FY 08-09	PROJECTED FY 09-10	PROPOSED FY 10-11
61000	Salaries Regular	1,711,396	1,958,747	1,710,160	1,308,285
61020	Salaries Part-Time	55,181	23,040	20,990	0
61040	Salaries Overtime	234,378	59,670	133,220	0
61100	Retirement-Employer Contrib.	87,820	112,210	144,440	109,895
61120	Medicare Insurance	21,335	22,378	25,100	18,970
61130	Health Insurance	246,098	296,975	298,475	199,945
61170	Retiree Health Benefits	16,459	27,543	28,685	22,895
61180	Worker Compensation Insurance	23,115	23,846	51,240	13,605
	SUBTOTAL PERSONNEL	2,395,781	2,524,411	2,412,310	1,673,595
62010	Communications	395	0	0	0
62120	Training, Transpo, Meeting	8,116	1,716	4,450	4,450
62140	Membership, Subscription, and Dues	347	280	1,075	1,075
62300	Contract Svcs-Professional	18,729	15,422	25,000	12,000
	SUBTOTAL CONTRACTUAL	27,588	17,418	30,525	17,525
63001	Misc. Office Expenses	52,725	50,115	42,310	42,310
	SUBTOTAL COMMODITIES	52,725	50,115	42,310	42,310
65010	Rental City Equipment	0	0	500	0
	SUBTOTAL FIXED CHARGES	0	0	500	0
	TOTAL	2,476,093	2,591,944	2,485,645	1,733,430

Class Code	AUTHORIZED PERSONNEL	ADOPTED FY 09-10		PROPOSED FY 10-11	
		Full Time	Part Time	Full Time	Part Time
3860	Police Records Manager	1.00		1.00	
7230	Police Records Supervisor	3.00		3.00	
7110	Lead Police Records Specialist	4.00		4.00	
7370	Senior Police Records Specialist	23.00		13.00	
	TOTAL	31.00	0.00	21.00	0.00
	(1 Records Mgr Unfunded)				

GENERAL FUND

POLICE DEPARTMENT		PROGRAM		
Communications		011-465		
Statement of Purpose				
<p><i>To provide timely, accurate and responsive telecommunication services to the community and Police Department.</i></p>				
Accomplishments in FY 2008-09 & FY 2009-10				
<ul style="list-style-type: none"> * Completed Positron CAD implementation and training * Completed install of mapping system and trained employees * Installed new Stancil recording system that allows multiple computers to host components for easily accessible data * Trained personnel in on line police reporting procedures 				
Action plan for FY 2010-11				
<ul style="list-style-type: none"> * Continue to improve CAD functions and mapping updates * Ensure all Communications personnel are POST compliant by 12/31/10 * Continue training of Cadets to benefit the Telephone Reporting Unit. * Review and update Communications Policy and training manual * Increase the amount of on-line police reports accepted by TRU 				
PERFORMANCE MEASURES	Actual	Actual	Estimated	Objective
	FY 07-08	FY 09-10	FY 09-10	FY 10-11
Service Level				
# of 911 calls processed	167,285	148,339	135,000	135,000
# of calls for service dispatched	189,367	186,922	132,865	132,000
# of telephone calls handled by TRU	38,244	50,730	39,000	35,000
# of telephone calls handled by dispatch	582,500	574,000	583,000	583,000

GENERAL FUND

POLICE DEPARTMENT		FUND 11			
Communications		Activity 465			
Object Code	LINE ITEM RESOURCES	ACTUAL FY 07-08	ACTUAL FY 08-09	PROJECTED FY 09-10	PROPOSED FY 10-11
61000	Salaries Regular	2,819,695	2,901,220	3,138,975	2,961,175
61020	Salaries Part-Time	85,554	54,621	55,205	55,205
61040	Salaries Overtime	618,953	307,657	199,200	0
61100	Retirement-Employer Contrib.	140,405	170,265	265,745	255,010
61120	Medicare Insurance	37,916	37,873	46,315	43,660
61130	Health Insurance	476,294	499,504	589,480	579,685
61170	Retiree Health Benefits	14,167	21,005	23,540	22,584
61180	Worker Compensation Insurance	33,745	33,701	94,550	31,316
	SUBTOTAL PERSONNEL	4,226,729	4,025,846	4,413,010	3,948,635
62010	Communications	335	0	0	0
62120	Training, Transpo, Meeting	3,542	1,403	1,790	1,790
62140	Membership, Subscription, and Dues	150	155	300	300
62300	Contract Svcs-Professional	168,761	195,633	177,575	172,640
	SUBTOTAL CONTRACTUAL	172,788	197,191	179,665	174,730
63001	Misc. Office Expenses	5,728	4,261	3,770	3,770
	SUBTOTAL COMMODITIES	5,728	4,261	3,770	3,770
65010	Rental City Equipment	7,645	7,740	8,240	7,740
	SUBTOTAL FIXED CHARGES	7,645	7,740	8,240	7,740
66400	Machinery & Equipment	7,305	0	0	0
	SUBTOTAL CAPITAL	7,305	0	0	0
	TOTAL	4,420,194	4,235,038	4,604,685	4,134,875

Class Code	AUTHORIZED PERSONNEL	ADOPTED FY 09-10		PROPOSED FY 10-11	
		Full Time	Part Time	Full Time	Part Time
3370	Police Communications Manager	1.00		1.00	
6180	Police Communications Supervisor	4.00		4.00	
3680	Police Services Dispatcher	31.00		31.00	
7660	Communication Services Officer	8.00		8.00	
	TOTAL	44.00	0.00	44.00	0.00
	(1 Comm. Supervisor Unfunded) (4 Dispatchers Unfunded) (Eliminated CSOs hired as PSOs)				

GENERAL FUND

POLICE DEPARTMENT	PROGRAM			
Vice	011-470			
Statement of Purpose				
<p><i>To review and enforce ordinances on gaming, public decency and morals, as defined by the community, as well as to serve as a tactical and strategic planning and investigative resource for the Police Department.</i></p>				
Accomplishments in FY 2008-09 & FY 2009-10				
<ul style="list-style-type: none"> * Established a Computer Forensics Unit to assist in the investigation and prosecution of state and federal crimes and assist outside agencies with their investigations * Continued enforcing state laws & local ordinances related to prostitution, indecent exposure & crimes of moral turpitude and arrested over 500 subjects for violations * Continued working with the Planning & Building Agency on improving the development review process * Continued providing education in the enforcement of laws that apply to ABC licensed businesses * Revised the Massage Ordinance 				
Action Plan for FY 2010-11				
<ul style="list-style-type: none"> * Continue working with the Planning & Building Agency on improving the development review process * Continue providing education in the enforcement of laws that apply to ABC licensed businesses * Continue working with the Computer Forensics Unit to assist in the investigation and prosecution of state and federal crimes and assist outside agencies with their investigations * Set up a computer tracking system for juveniles * Establish entertainment regulations for Downtown Area 				
PERFORMANCE MEASURES	Actual	Actual	Estimated	Objective
	FY 07-08	FY 08-09	FY 09-10	FY 10-11
Service Level				
# of ABC license inspections performed	0	40	0	0
# of license applications processed	120	109	120	120
# of ABC related offenses	20	9	20	20
# of crime prevention programs taught	N/A	283	285	285
Efficiency				
# of complaints of a public moral nature	20	13	15	15
% of increase in plan checks completed	10%	N/A	N/A	N/A
Effectiveness				
# of arrests related to public morals & gambling	650	604	450	400
# of public meetings on ABC grant	0	0	0	0
% of reduction in the victimization of new commercial construction	0%	0%	0%	0%

GENERAL FUND

POLICE DEPARTMENT		FUND 11			
Vice		Activity 470			
Object Code	LINE ITEM RESOURCES	ACTUAL FY 07-08	ACTUAL FY 08-09	PROJECTED FY 09-10	PROPOSED FY 09-10
61000	Salaries Regular	230,982	438,332	644,760	626,195
61040	Salaries Overtime	1,953	8,157	7,905	0
61100	Retirement-Employer Contrib.	27,981	83,959	148,495	143,840
61120	Medicare Insurance	1,448	4,040	9,350	9,080
61130	Health Insurance	32,342	53,860	93,060	93,875
61170	Retiree Health Benefits	1,801	3,948	4,835	4,695
61180	Worker Compensation Insurance	<u>10,307</u>	<u>32,804</u>	<u>48,880</u>	<u>45,890</u>
	SUBTOTAL PERSONNEL	306,813	625,100	957,285	923,575
62010	Communications	526	0	0	0
62120	Training, Transpo, Meeting	746	12	6,305	6,305
62140	Membership, Subscription, and Dues	154	302	1,860	1,860
62300	Contract Svcs-Professional	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>
	SUBTOTAL CONTRACTUAL	1,425	314	8,165	8,165
63001	Misc. Office Expenses	<u>468</u>	<u>215</u>	<u>1,000</u>	<u>1,000</u>
	SUBTOTAL COMMODITIES	468	215	1,000	1,000
65010	Rental City Equipment	23,208	23,490	17,595	9,860
65000	Building Rental	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>
	SUBTOTAL FIXED CHARGES	23,208	23,490	17,595	9,860
	TOTAL	<u><u>331,914</u></u>	<u><u>649,119</u></u>	<u><u>984,045</u></u>	<u><u>942,600</u></u>
Class Code	AUTHORIZED PERSONNEL	ADOPTED FY 09-10		PROPOSED FY 10-11	
		Full Time	Part Time	Full Time	Part Time
3300	Police Sergeant	1.00		1.00	
3200	Police Officer	4.00		4.00	
0790	Police Investigative Specialist	<u>1.00</u>		<u>1.00</u>	
	TOTAL	<u><u>6.00</u></u>	<u><u>0.00</u></u>	<u><u>6.00</u></u>	<u><u>0.00</u></u>

GENERAL FUND

POLICE DEPARTMENT
Fiscal & Budget Office

PROGRAM
011-401

Statement of Purpose

To provide the highest quality of customer service in all budgetary and fiscal related matters.

SERVICE PROGRAM

Budget

- * Prepare and monitor the annual budget
- * Provide financial forecasts, including expenditures and revenues
- * Provide budgetary and fiscal expertise to Police Management

Purchasing

- * Process all purchase and service requests from department personnel
- * Maintain all contracts for services and equipment for the department
- * Monitor annual purchase orders for renewals, and track expenditure limits
- * Maintain historical data of purchases for reference purposes

Accounts Payable

- * Process vendor payments weekly using Direct Payment Vouchers
- * Verify receipt of goods/services and process Purchase Orders and Material Releases for vendor payments
- * Process Direct Payment Vouchers and Petty Cash Vouchers for reimbursements to employees
- * Disburse and reconcile Petty Cash
- * Research purchases and vendor payments
- * Assign account codes

Accounts Receivable

- * Prepare Treasury deposits
- * Enter requests into Misc. Accounts Receivable (MAR) system to generate invoices to outside agencies

Travel

- * Process all travel requests from department personnel, including extraditions, interview of suspects/witnesses, and background investigations
- * Reconcile all travel requests

Administration

- * Monitor agreements and contracts for compliance, expiration, insurance and available balance
- * Monitor grants for compliance, expiration, and available balance
- * Verify availability of funds
- * Process Appropriation Adjustments transferring funds as necessary, and to appropriate and recognize funds such as grants, donations and asset forfeiture funds
- * Advise Treasury of revenue account to deposit asset forfeiture and other misc. funds received

Payroll

- * Post all non-regular time reports (chits) and other payroll documents to the City payroll system
- * Research and resolve paycheck or accrual questions
- * Assist City Payroll in reconciling payroll issues

GENERAL FUND

POLICE DEPARTMENT		FUND 11			
Fiscal & Budget Office		Activity 401			
Object Code	LINE ITEM RESOURCES	ACTUAL FY 07-08	ACTUAL FY 08-09	PROJECTED FY 09-10	PROPOSED FY 10-11
61000	Salaries Regular	291,842	384,869	468,500	343,330
61020	Salaries Part-Time	21,885	3,151	0	0
61040	Salaries Overtime	18,560	2,282	2,000	0
61100	Retirement-Employer Contrib.	14,898	22,632	39,355	28,840
61120	Medicare Insurance	4,669	5,543	6,795	4,980
61130	Health Insurance	46,967	59,920	85,185	64,000
61170	Retiree Health Benefits	2,758	5,293	8,200	6,010
61180	Worker Compensation Insurance	3,503	4,054	13,870	3,570
	SUBTOTAL PERSONNEL	405,083	487,744	623,905	450,730
62010	Communications	0	0	0	0
62120	Training, Transpo, Meeting	1,313	0	665	665
62140	Membership, Subscription, and Dues	0	0	0	0
62300	Contract Svcs-Professional	36,048	1,157	0	0
	SUBTOTAL CONTRACTUAL	37,361	1,157	665	665
63001	Misc. Office Expenses	3,315	1,536	7,120	7,120
	SUBTOTAL COMMODITIES	3,315	1,536	7,120	7,120
	TOTAL	445,759	490,437	631,690	458,515

Class Code	AUTHORIZED PERSONNEL	ADOPTED FY 09-10		PROPOSED FY 10-11	
		Full Time	Part Time	Full Time	Part Time
0151	Principal Management Analyst	0.65		0.65	
	Police Fiscal Services Supervisor	1.00		1.00	
3200	Police Officer	2.00		2.00	
7280	Senior Accounting Assistant	1.00		1.00	
7010	Accounting Assistant	2.00		0.00	
7360	Senior Office Specialist	1.00		0.00	
	TOTAL	7.65	0.00	4.65	0.00

GENERAL FUND

POLICE DEPARTMENT Jail Operations	PROGRAM 011-475			
Statement of Purpose				
<p><i>To fulfill the needs of the Santa Ana Police Department and the community by providing for the safe, secure and humane housing of persons incarcerated.</i></p>				
Accomplishments in FY 2008-09 & FY 2009-10				
<ul style="list-style-type: none"> * Operated a safe and secure Jail Facility * Completed implementation of Mobile Booking Van * Exceeded inmate housing revenue projections for the FY * Completed the Jail Housing Expansion * Significantly reduced overtime for staff shortage 				
Action Plan for FY 2010-11				
<ul style="list-style-type: none"> * Operated a safe and secure Jail facility * Meet or exceed the budget revenue target * Reduce overtime for staff shortage to budgeted levels * Maintain current level of customer service while coping with reduced levels of staffing and resources 				
PERFORMANCE MEASURES	Actual	Actual	Estimated	Objective
	FY 07-08	FY 08-09	FY 09-10	FY 10-11
Service Level				
# of inmates processed	12,348	13,058	12,000	12,500
# of inmates fast-booked to OCJ	5,214	5,250	4,300	4,500
# of visitors processed	37,381	40,512	37,000	40,000
# of ICE interviews and reviews	N/A	N/A	1,480	1,500
Efficiency				
% of bookings where Police Officers are released within 30 minutes	95%	95%	95%	95%
% of inmates housed within 8 hours	80%	80%	85%	85%
% of LA court transports completed within 3.5 hours	85%	85%	70%	90%
Effectiveness				
# of assaults on officers	0	0	0	0
# of inmate on inmate assaults	7	6	6	0
# of suicides	0	0	0	0
# of months meeting revenue targets	12	12	12	12
\$ amount of lawsuits/claims	\$0	\$0	\$0	\$0
% of compliance with regulatory agencies	100%	100%	100%	100%

GENERAL FUND

POLICE DEPARTMENT					FUND	11
Jail Operations					Activity	475
Object Code	LINE ITEM RESOURCES	ACTUAL FY 07-08	ACTUAL FY 08-09	PROJECTED FY 09-10	PROPOSED FY 10-11	
61000	Salaries Regular	8,230,198	8,808,333	9,070,905	8,583,095	
61020	Salaries Part-time	72,518	65,195	92,625	92,625	
61040	Salaries Overtime	1,329,451	731,515	550,000	0	
61100	Retirement-Employer Contrib.	410,522	507,276	765,430	735,765	
61120	Medicare Insurance	134,684	133,945	132,875	126,405	
61130	Health Insurance	1,370,074	1,476,300	1,738,250	1,661,865	
61170	Retiree Health Benefits	47,289	73,732	83,710	78,875	
61180	Worker Compensation Insurance	273,791	276,884	270,195	251,015	
	SUBTOTAL PERSONNEL	11,868,526	12,073,179	12,703,990	11,529,645	
62010	Communications	21,605	2,981	6,150	6,150	
62120	Training, Transpo, Meeting	31,397	822	11,000	11,000	
62140	Membership, Subscription, and Dues	29,219	360	25,000	25,000	
62300	Contracts Svcs-Professional	2,191,523	2,294,623	2,276,625	2,376,625	
	SUBTOTAL CONTRACTUAL	2,273,744	2,298,785	2,318,775	2,418,775	
63001	Misc. Office Expenses	306,616	444,778	329,600	329,600	
	SUBTOTAL COMMODITIES	306,616	444,778	329,600	329,600	
65010	Rental City Equipment	37,257	37,590	77,860	77,360	
	SUBTOTAL FIXED CHARGES	37,257	37,590	77,860	77,360	
66400	Machinery & Equipment	23,713	2,995	0	0	
66510	Computer Software	5,522	29	0	0	
	SUBTOTAL CAPITAL	29,235	3,025	0	0	
	TOTAL	14,515,378	14,857,357	15,430,225	14,355,380	

Class Code	AUTHORIZED PERSONNEL	ADOPTED FY 09-10		PROPOSED FY 10-11	
		Full Time	Part Time	Full Time	Part Time
3230	Jail Administrator	1.00		1.00	
1970	Correctional Manager	2.00		2.00	
0151	Principal Management Analyst	0.25		0.25	
0370	Correctional Supervisor	10.00		10.00	
0310	Correctional Officer	86.00		84.00	
1050	Security Electronics Technician	1.00		1.00	
0733	Senior Office Assistant	1.00		0.50	
7628	Lead Correctional Records Specialist	5.00		4.00	
7650	Senior Correctional Records Specialist	15.00		9.00	
	TOTAL	121.25	0.00	111.75	0.00

GENERAL FUND

POLICE DEPARTMENT	PROGRAM			
Building & Facility	011-403			
Statement of Purpose				
<i>To provide necessary services to properly maintain 500,000 sq. ft. of police facilities in a professional manner.</i>				
Accomplishments in FY 2008-09 & 2009-10				
<ul style="list-style-type: none"> * Repaired the cement pavers in front of the Community Room * Patched and painted the Roll Call Room * Repaired equipment in the Jail Laundry Room * Assisted Homeland Security project installing bollards in front of the PD employee entrance * Inspected and repaired the electrical main switch gears and the transfer switches 				
Action Plan for FY 2010-11				
<ul style="list-style-type: none"> * Train all building maintenance staff on pneumatic glass door repairs in the Jail * Complete preventative maintenance projects including 2 industrial combustion NTH burners and fire panels * Paint interior of Police Building, hallways, report room, training classrooms, and Code-7 Café. * Paint various areas within the Jail including the lobby * Seal front of Jail building and complete vector recommendations * Repair hot water electronics shut off valves in the Jail * Weather strip windows and repair atrium leaks with the PD * Replace two UPS (Uninterruptible Power Supplies) 				
PERFORMANCE MEASURES	Actual FY 07-08	Actual FY 08-09	Estimated FY 09-10	Objective FY 10-11
Service Level				
# of building maintenance work orders generated	3,545	3,357	3,300	3,400
# of telecommunication project work orders generated	107	91	87	84
Efficiency				
% of building maintenance work orders completed within 72 hours	60%	64%	73%	80%
% of initial work orders electronically filed within 24 hours by Property & Facilities staff	80%	90%	91%	92%
Effectiveness				
% of outsourced work orders	10%	6%	4%	6%

GENERAL FUND

POLICE DEPARTMENT		FUND			11
Building & Facility		Activity			403
Object Code	LINE ITEM RESOURCES	ACTUAL FY 07-08	ACTUAL FY 08-09	PROJECTED FY 09-10	PROPOSED FY 10-11
62000	Utilities	687,570	820,514	900,900	800,900
62010	Communication	882,965	815,318	700,000	700,000
62300	Contract Svcs-Professional	<u>1,343,361</u>	<u>1,291,140</u>	<u>1,264,475</u>	<u>1,199,475</u>
	SUBTOTAL CONTRACTUAL	2,913,896	2,926,972	2,865,375	2,700,375
63001	Misc. Office Expenses	<u>139,463</u>	<u>107,896</u>	<u>110,000</u>	<u>110,000</u>
	SUBTOTAL COMMODITIES	139,463	107,896	110,000	110,000
65400	Building Rental	<u>561,885</u>	<u>601,220</u>	<u>501,220</u>	<u>501,220</u>
	SUBTOTAL FIXED CHARGES	561,885	601,220	501,220	501,220
66400	Machinery & Equipment	<u>16,059</u>	<u>90,187</u>	<u> </u>	<u> 0</u>
	SUBTOTAL CAPITAL	16,059	90,187	0	0
67200	Principal - Capital Lease	<u>61,714</u>	<u>61,714</u>	<u>61,710</u>	<u>61,710</u>
	SUBTOTAL DEBT SERVICE	61,714	61,714	61,710	61,710
	TOTAL	<u><u>3,693,017</u></u>	<u><u>3,787,989</u></u>	<u><u>3,538,305</u></u>	<u><u>3,373,305</u></u>

GENERAL FUND

POLICE DEPARTMENT Police Debt Service	PROGRAM 011-020			
Statement of Purpose				
<p><i>To account for principal and interest payments required to meet the annual debt service of Police purchases.</i></p> <p>This program provides General Fund support towards debt service on the Police Administration & Holding Facility revenue bonds by transferring General Fund monies to Fund 400 which is in the CIP and Capital Fund section.</p>				
ACCOUNT	FISCAL YEAR	PRINCIPAL REPAYMENT	INTEREST PAYMENTS	TOTAL DEBT SERVICE
General Fund Transfer to Fund 400 Police Administration & Holding Facility Debt Service Support	2009-10	n/a	n/a	9,115,425
	2010-11	n/a	n/a	9,094,075
	2011-12	n/a	n/a	9,064,575
	2012-13	n/a	n/a	9,126,625
	2013-14	n/a	n/a	9,066,150
	2014-15	n/a	n/a	9,223,750
	2015-16	n/a	n/a	9,224,375
	2016-17	n/a	n/a	9,225,313
	2017-18	n/a	n/a	9,225,313
	2018-19	n/a	n/a	9,223,125
	2019-20	n/a	n/a	9,227,500
	2020-21	n/a	n/a	9,226,563
	2021-22	n/a	n/a	9,224,063
	2022-23	n/a	n/a	9,223,438
	2023-24	n/a	n/a	9,227,813
TOTAL		n/a	n/a	137,718,103

GENERAL FUND

POLICE DEPARTMENT					FUND	11
Police Debt Service					Activity	020
Object Code	LINE ITEM RESOURCES	ACTUAL FY 07-08	ACTUAL FY 08-09	PROJECTED FY 09-10	PROPOSED FY 10-11	
6800	Transfer to Police Building Debt Service	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>	
	SUBTOTAL INTERFUND TRANSFER	0	0	0	0	
	TOTAL	<u><u>0</u></u>	<u><u>0</u></u>	<u><u>0</u></u>	<u><u>0</u></u>	
<p>As of fiscal year 2010-2011 the transfer is budgeted in 01106019 (interfund transfers).</p>						

GENERAL FUND

POLICE DEPARTMENT
Regional Narcotic Suppression Program

PROGRAM
011-480

Statement of Purpose

To participate in a multi-agency task force, designed to respond to major drug trafficking.

This is accomplished through enforcement strategies, seizure of illegally gained assets and promotion of community awareness in drug enforcement throughout Orange County and Southern California.

SERVICE PROGRAM

Police Services

This program provides skilled officers and management to a multi-agency task force, which concentrates on major drug traffickers and related criminal activities. Santa Ana Police Officers work in concert with law enforcement officers from other agencies and jurisdictions assigned to this task force work.

GENERAL FUND

POLICE DEPARTMENT		FUND 11			
Regional Narcotics Suppression Program		Activity 480			
Object Code	LINE ITEM RESOURCES	ACTUAL FY 07-08	ACTUAL FY 08-09	PROJECTED FY 09-10	PROPOSED FY 10-11
61000	Salaries Regular	637,871	672,324	642,190	642,475
61040	Salaries Overtime	158,628	190,030	106,695	0
61100	Retirement-Employer Contrib.	133,172	146,025	160,485	160,555
61120	Medicare Insurance	2,050	2,987	9,310	9,315
61130	Health Insurance	65,627	70,995	81,445	81,780
61170	Retiree Health Benefits	3,031	4,980	4,815	4,820
61180	Worker Compensation Insurance	<u>64,587</u>	<u>70,781</u>	<u>52,660</u>	<u>52,685</u>
	SUBTOTAL PERSONNEL	1,064,966	1,158,123	1,057,600	951,630
	TOTAL	<u>1,064,966</u>	<u>1,158,123</u>	<u>1,057,600</u>	<u>951,630</u>
Class Code	AUTHORIZED PERSONNEL	ADOPTED FY 09-10		PROPOSED FY 10-11	
		Full Time	Part Time	Full Time	Part Time
3350	Police Lieutenant	1.00		1.00	
3300	Police Sergeant	2.00		2.00	
3200	Police Officer	<u>2.00</u>		<u>2.00</u>	
	TOTAL	<u>5.00</u>	<u>0.00</u>	<u>5.00</u>	<u>0.00</u>

GENERAL FUND

POLICE DEPARTMENT
Homeland Security

PROGRAM
11-485

Statement of Purpose

To ensure that both the Community and city employees are prepared to prevent, respond, and recover from an act of terrorism or a natural catastrophic event.

SERVICE PROGRAM

Police Services

- * Enhance community awareness on the issue of terrorism by using, developing, and implementing public education campaigns by leveraging local, state and federal funds
- * Manage and sustain federally acquired resources in order to provide a systematic response to an act of terrorism or a natural disaster
- * Collaborate with regional and federal partners by implementing and using interoperable technologies that will benefit the region
- * Ensure the implementation and routine of the National Incident Management System as mandated by the U.S. Department of Homeland Security
- * Continue to enhance building inspection procedures and approval of event permits taking into account homeland security concerns and best practices

GENERAL FUND

POLICE DEPARTMENT					FUND	11
Homeland Security and Crime Prevention					Activity	485
Object Code	LINE ITEM RESOURCES	ACTUAL FY 07-08	ACTUAL FY 08-09	PROJECTED FY 09-10	PROPOSED FY 10-11	
61000	Salaries Regular	463,742	447,758	300,065	250,300	
61020	Salaries Part-Time	1,149	0	0	0	
61040	Salaries Overtime	248,524	169,456	20,000	0	
61100	Retirement-Employer Contrib.	66,893	64,070	41,825	29,375	
61120	Medicare Insurance	3,332	3,097	4,350	3,630	
61130	Health Insurance	67,046	67,032	61,880	35,115	
61170	Retiree Health Benefits	6,045	3,234	2,250	1,875	
61180	Worker Compensation Insurance	<u>27,372</u>	<u>23,004</u>	<u>14,130</u>	<u>6,205</u>	
	SUBTOTAL PERSONNEL	884,103	777,651	444,500	326,500	
62010	Communications	0	0	0	0	
62120	Training, Transpo, Meeting	6,166	1,529	1,000	1,000	
62140	Membership, Subscription, and Dues	107	0	200	200	
62300	Contract Svcs-Professional	21,442	7,927	11,535	11,535	
62501	Operating Lease Expense	<u>5,446</u>	<u>5,414</u>	<u>5,435</u>	<u>5,435</u>	
	SUBTOTAL CONTRACTUAL	33,161	14,870	18,170	18,170	
63001	Misc. Office Expenses	<u>18,754</u>	<u>562</u>	<u>13,280</u>	<u>13,280</u>	
	SUBTOTAL COMMODITIES	18,754	562	13,280	13,280	
65010	Rental City Equipment	67,374	62,865	61,090	60,590	
65400	Building Rental	<u>5,100</u>	<u>5,455</u>	<u>5,455</u>	<u>5,455</u>	
	SUBTOTAL FIXED CHARGES	72,474	68,320	66,545	66,045	
	TOTAL	<u><u>1,008,493</u></u>	<u><u>861,404</u></u>	<u><u>542,495</u></u>	<u><u>423,995</u></u>	
Class Code	AUTHORIZED PERSONNEL	ADOPTED FY 09-10		PROPOSED FY 10-11		
		Full Time	Part Time	Full Time	Part Time	
3200	Police Officer	1.00		0.50		
0780	Police Community Services Specialist	1.00		1.00		
3800	Police Service Officer	<u>2.00</u>		<u>2.00</u>		
	TOTAL	<u><u>4.00</u></u>	<u><u>0.00</u></u>	<u><u>3.50</u></u>	<u><u>0.00</u></u>	
	(.5 Officer to UASI)					

GENERAL FUND

POLICE DEPARTMENT
Tobacco Retail License Program

PROGRAM
011-490

Statement of Purpose

To protect health of Santa Ana youth from the risks associated with smoking by reducing youth access to tobacco products in the city.

SERVICE PROGRAM

Police Services

- * Established a tobacco retail licensing program to encourage responsible tobacco retailing
- * Enforce federal, state and local tobacco laws, especially those laws that forbid the sale and distribution of tobacco products to minors
- * Collaborate with California State Department of Public Health, Food and Drug Branch by implementing an enforcement program to investigate compliance of Tobacco Retailers

GENERAL FUND

POLICE DEPARTMENT Tobacco Retail License Program		FUND 11 Activity 490			
Object Code	LINE ITEM RESOURCES	ACTUAL FY 07-08	ACTUAL FY 08-09	PROJECTED FY 09-10	PROPOSED FY 09-10
61000	Salaries Regular	0	67,698	71,065	74,455
61040	Salaries Overtime	0	0	18,575	0
61100	Retirement Employer Contrib.	0	3,984	5,970	6,255
61120	Medicare Insurance	0	989	1,030	1,080
61130	Health Insurance	0	13,352	15,455	15,600
61170	Retiree Health Benefits	0	495	530	560
61180	Worker Compensation Insurance	0	711	2,105	775
	SUBTOTAL PERSONNEL	0	87,229	114,730	98,725
62120	Training, Transpo, Meeting	0	0	1,000	1,000
62300	Contract Svcs-Professional	0	29,440	75,000	75,000
	SUBTOTAL CONTRACTUAL	0	29,440	76,000	76,000
63001	Misc. Office Expenses	0	508	500	500
	SUBTOTAL COMMODITIES	0	508	500	500
	TOTAL	0	117,177	191,230	175,225

Class Code	AUTHORIZED PERSONNEL	ADOPTED FY 09-10		PROPOSED FY 10-11	
		Full Time	Part Time	Full Time	Part Time
0790	Police Investigative Specialist	1.00		1.00	
	TOTAL	1.00	0.00	1.00	0.00

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**GENERAL FUND
DEPARTMENT RESOURCE SUMMARY**

FIRE DEPARTMENT

ACTIVITIES		ACTUAL FY 07-08	ACTUAL FY 08-09	PROJECTED FY 09-10	PROPOSED FY 10-11
01115300	Office of the Fire Chief	1,141,982	636,379	763,015	303,810
01115310	Fire Prevention	1,806,496	1,758,387	1,715,940	1,495,205
01115320	Fire Communications	1,340,260	1,490,508	1,513,230	1,406,895
01115330	Fire Suppression & EMS	40,133,801	43,278,347	44,569,310	39,661,965
01115340	Fire Information Technology	719,933	815,142	573,510	531,390
01115350	Fire Training	1,059,291	925,818	634,715	429,535
01115360	Fire Maintenance	1,515,082	1,395,698	1,147,595	1,046,860
01115370	Fiscal & Budget	307,888	338,957	361,940	229,535
	TOTAL	<u>48,024,734</u>	<u>50,639,237</u>	<u>51,279,255</u>	<u>45,105,195</u>
OPERATING EXPENSE		ACTUAL FY 07-08	ACTUAL FY 08-09	PROJECTED FY 09-10	PROPOSED FY 10-11
61000	Personnel	43,040,345	45,887,984	46,648,505	40,382,990
62000	Contractual	1,748,821	1,879,123	1,857,785	1,885,800
63000	Commodities	593,435	587,409	640,565	659,455
65000	Fixed Charges	2,049,385	2,197,854	2,130,765	2,175,315
66000	Capital	592,749	86,867	0	0
67000	Debt Service	0	0	1,635	1,635
	TOTAL	<u>48,024,734</u>	<u>50,639,237</u>	<u>51,279,255</u>	<u>45,105,195</u>
Class Code	AUTHORIZED PERSONNEL	ADOPTED FY 09-10		PROPOSED FY 10-11	
		Full Time	Part Time	Full Time	Part Time
03190	Fire Chief	1.00		1.00	
03160	Deputy Fire Chief	2.00		2.00	
03185	Administrative Chief/Fire Marshal	1.00		1.00	
03150	Fire Battalion Chief	4.00		4.00	
03080	Fire Captain	51.00		51.00	
03010	Fire Engineer	45.00		45.00	
03000	Firefighter	148.00		148.00	
00151	Principal Management Analyst	1.00		0.00	
03550	Paramedic	1.00		1.00	
06110	Fire Training Coordinator	1.00		0.00	
03500	Fire Safety Analyst	2.00		2.00	
03440	Fire Safety Specialist III	4.00		3.00	
02950	Fire Education Specialist II	1.00		0.00	
00660	Fire Communications Supervisor	1.00		1.00	
03480	Fire Services Dispatcher	8.00		8.00	
07090	Lead Accounting Assistant	1.00		1.00	
07010	Accounting Assistant	1.00		1.00	
01060	Systems Technician	1.00		0.00	
07390	Executive Secretary	1.00		0.00	
07330	Senior Office Assistant	3.00		2.00	
02680	Data Entry Specialist	1.00		1.00	
00060	Receptionist	1.00		0.00	
03470	Fire Alarm & Maintenance Leader	1.00		0.00	
03460	Fire Alarm & Maintenance Technician	1.00		0.00	
01310	Stock Clerk	1.00		0.00	
	Total Fire Department Positions	<u>283.00</u>		<u>272.00</u>	

GENERAL FUND

FIRE DEPARTMENT
Office of the Fire Chief

PROGRAM
01115300

Statement of Purpose

To mitigate the impact of hazardous situations on life, property, and the environment through effective response, prevention, and preparedness programs while maintaining a high level of employee efficiency, safety and well-being.

The Office of the Fire Chief provides executive supervision, direction, and control over the various programs of the Fire Department. The office is also the liaison between State and County fire agencies and other City departments.

SERVICE PROGRAM

FIELD OPERATIONS

To maintain an aggressive and efficient response force capable of providing effective control of hazards within the community and rescue and advanced life support to our citizens.

SUPPORT SERVICES

To ensure an effective mitigating response to hazardous situations through quality communications and maintenance of skills, equipment and facilities, thereby establishing an appropriate level of preparedness.

FIRE PREVENTION

To reduce the impact of hazardous situations on life and property by providing quality Fire Prevention, Safety Awareness and Code Enforcement programs and to reduce the threat of criminal fires through investigation and aggressive prosecution.

ADMINISTRATION

Provides support functions to the entire Fire Department and liaison services to other City Agencies on fiscal, personnel, and support functions.

GENERAL FUND

FIRE DEPARTMENT		ACCOUNTING UNIT			
Office of the Fire Chief		01115300			
Object Code	LINE ITEM RESOURCES	ACTUAL FY 07-08	ACTUAL FY 08-09	PROJECTED FY 09-10	PROPOSED FY 10-11
61000	Salaries Regular	439,874	429,165	489,845	45,595
61020	Salaries Part-Time	18,370	19,532	36,600	125,600
61040	Salaries Overtime	11,797	3,244	3,275	3,275
61100	Retirement-Employer Contrib.	76,929	73,928	102,030	27,555
61105	Employee PERS Contribution	0	0	0	41,965
61120	Part-time Retirement	0	0	0	1,375
61110	Medicare Insurance	3,757	5,036	5,005	0
61130	Health Insurance	37,612	37,400	43,465	0
61170	Retiree Health Benefits	6,826	2,041	8,085	1,380
61180	Worker Compensation Insurance	39,191	35,491	39,005	9,360
	SUBTOTAL PERSONNEL	634,355	605,837	727,310	256,105
62010	Communications	4,457	4,267	7,360	7,360
62120	Training, Transpo, Meeting	3,550	1,257	6,665	6,665
62140	Membership, Subscription & Dues	1,650	821	1,650	1,650
62300	Contract Svs-Professional	8,467	1,773	800	12,800
62302	Contracted Vendor Personnel Services	6,451	0	0	0
	SUBTOTAL CONTRACTUAL	24,575	8,118	16,475	28,475
63001	Misc Office Expenses	16,057	12,120	8,925	8,925
	SUBTOTAL COMMODITIES	16,057	12,120	8,925	8,925
65010	Rental City Equipment	10,169	10,305	10,305	10,305
	SUBTOTAL FIXED CHARGES	10,169	10,305	10,305	10,305
66200	Building Improvements	456,827	0	0	0
	SUBTOTAL CAPITAL	456,827	0	0	0
	TOTAL	1,141,982	636,379	763,015	303,810
Class Code	AUTHORIZED PERSONNEL	ADOPTED FY 09-10		PROPOSED FY 10-11	
		Full Time	Part Time	Full Time	Part Time
03190	Fire Chief	1.00		1.00	
03080	Fire Captain (1)	1.00		1.00	
07390	Executive Secretary (2)	1.00		0.00	
00060	Receptionist (2)	1.00		0.00	
		<u>4.00</u>		<u>2.00</u>	
(1)	37% of the Fire Captain's salary is paid from UASI & EMPG grants				
(2)	Position deleted in FY 2010/11				

GENERAL FUND

FIRE DEPARTMENT		PROGRAM		
Fire Prevention		01115310		
Statement of Purpose				
<i>To provide quality fire prevention safety awareness and code enforcement programs.</i>				
Accomplishments in FY 2008-09 & FY 2009-10				
<ul style="list-style-type: none"> * Introduced & facilitated the Fire Code Permit program. * Completed the Mobilehomes Park assessment & addressing project. * Created an electronic Plan Review tool in SAPIN to reduce paper & retention costs. * Completed the State mandated Underground Storage Tank Vapor Recovery project. 				
Action Plan for FY 2010-11				
<ul style="list-style-type: none"> * Complete the redesign of the Fire Dept. Public Education website to be more community oriented. * Complete the Planning and Development website with Informational Bulletins and contact information. * Migrate to the Orange County Health Department hazardous materials data portal to enhance tracking and billing. * Complete the Private Hydrant Inspection Program. 				
PERFORMANCE MEASURES	Actual	Actual	Estimated	Objective
	FY 07-08	FY 08-09	FY 09-10	FY 10-11
Service Levels				
Inspections	<i>Hours</i>	<i>Hours</i>	<i>Hours</i>	<i>No. of</i>
High-Rise	500	500	41	41
Detention	250	250	6	6
Institutional - others	400	400	130	130
Schools	n/a	n/a	75	75
New construction	2,000	2,000	2,000	2,000
Business applications - licenses	100	100	100	100
Underground tanks	1,500	1,500	200	200
Haz-Mat disclosures	1,800	1,800	750	750
Occupancy	900	900	4,000	4,000
# of plan checks completed	1,920	1,920	1,500	1,500
# of fire safety programs presented	250	250	25	25
# of training hours provided	n/a	n/a	48	48
Efficiency				
Inspections completed within				
48 hours of request	90%	90%	95%	95%
72 hours of request	97%	97%	97%	97%
Plans submitted, reviewed & returned in 15 days	50%	50%	75%	75%

GENERAL FUND

FIRE DEPARTMENT		ACCOUNTING UNIT			
Fire Prevention		01115310			
Object Code	LINE ITEM RESOURCES	ACTUAL FY 07-08	ACTUAL FY 08-09	PROJECTED FY 09-10	PROPOSED FY 10-11
61000	Salaries Regular	1,122,797	1,123,217	1,082,585	852,215
61020	Salaries Part-Time	20,396	0	0	0
61040	Salaries Overtime	49,437	39,492	51,745	51,745
61100	Retirement-Employer Contrib.	190,838	208,027	180,615	152,570
61105	Employee PERS Contribution	0	0	0	100,090
61120	Medicare Insurance	13,962	13,064	14,440	12,360
61130	Health Insurance	135,529	129,728	130,865	115,800
61170	Retiree Health Benefits	17,808	17,669	16,905	16,905
61180	Worker Compensation Insurance	78,632	79,444	68,340	54,105
	SUBTOTAL PERSONNEL	1,629,398	1,610,641	1,545,495	1,355,790
62010	Communications	6,795	4,957	1,070	1,070
62120	Training, Transpo, Meeting	9,257	2,050	15,000	15,000
62140	Membership, Subscription & Dues	2,692	3,746	2,515	2,515
62300	Contract Svs-Professional	23,000	14,357	26,300	11,500
62302	Contracted Vendor Personnel Services	477	0	0	0
62501	Operating Lease Expense	5,525	5,493	5,445	5,840
	SUBTOTAL CONTRACTUAL	47,745	30,602	50,330	35,925
63001	Misc Office Expenses	28,244	11,060	14,275	16,350
	SUBTOTAL COMMODITIES	28,244	11,060	14,275	16,350
65000	Building Rental	5,455	5,840	5,840	5,840
65010	Rental City Equipment	88,748	98,995	98,365	79,665
	SUBTOTAL FIXED CHARGES	94,203	104,835	104,205	85,505
66510	Computer Software	6,907	1,250	0	0
	SUBTOTAL CAPITAL	6,907	1,250	0	0
67200	Principal - Capital Lease	0	0	1,635	1,635
	SUBTOTAL DEBT SERVICE	0	0	1,635	1,635
	TOTAL	1,806,496	1,758,387	1,715,940	1,495,205

Class Code	AUTHORIZED PERSONNEL	ADOPTED FY 09-10		PROPOSED FY 10-11	
		Full Time	Part Time	Full Time	Part Time
03185	Administrative Chief/Fire Marshal	1.00		1.00	
03500	Fire Safety Analyst	2.00		2.00	
03440	Fire Safety Specialist III (2)	4.00		3.00	
02950	Fire Education Specialist II (2)	1.00		0.00	
07330	Senior Office Assistant	1.00		1.00	
03080	Fire Captain (3)	1.00		1.00	
03000	Firefighter (1)	2.00		1.00	
		<u>12.00</u>		<u>9.00</u>	
(1)	Position moved to account 01115330				
(2)	Position deleted in FY 2010/11				
(3)	85% of salary from non-general funds for FY 2010/11				

GENERAL FUND

FIRE DEPARTMENT		PROGRAM		
Fire Communication		01115320		
Statement of Purpose				
<p><i>To ensure emergency & routine communications are handled in a timely & efficient manner to ensure proper response and mitigation by City personnel & equipment.</i></p>				
Accomplishments in FY 2008-09 & FY 2009-10				
<ul style="list-style-type: none"> * Tritech CAD system upgraded to latest version 4.4.5 * CAD2CAD interface * New FRD maps created and distributed department wide * Go live with Cad2Cad with neighboring Cities * Attach Mapsol plot plans to Premises in CAD allowing field units to view via MDC * Replaced Dictaphone 24/7 audio recorder * Upgrade CAD Map to new Geo version 				
Action Plan for FY 2010-11				
<ul style="list-style-type: none"> * Continue map maintenance * Upgrade 911 Phone system * Replace old plot-plans 				
PERFORMANCE MEASURES	Actual	Actual	Estimated	Objective
	FY 07-08	FY 08-09	FY 09-10	FY 10-11
Service Levels				
# of 9-1-1 calls received	12,000	14,625	15,000	15,000
# of 9-1-1 calls dispatched	18,142	17,825	19,500	20,000
# of non 9-1-1 calls processed	32,938	20,721	30,000	30,000
Efficiency				
# telephone calls handled per dispatcher per day	70	48	100	100
% of time computer system was available	100%	99%	100%	100%
% of time technical support was available	100%	100%	100%	100%

GENERAL FUND

FIRE DEPARTMENT		ACCOUNTING UNIT			
Fire Communications		01115320			
Object Code	LINE ITEM RESOURCES	ACTUAL FY 07-08	ACTUAL FY 08-09	PROJECTED FY 09-10	PROPOSED FY 10-11
61000	Salaries Regular	658,557	726,756	737,875	596,180
61020	Salaries Part-Time	0	142	0	0
61040	Salaries Overtime	164,613	178,793	149,900	149,900
61100	Retirement-Employer Contrib.	33,167	42,688	60,965	60,965
61105	Employee PERS Contribution	0	0	0	62,280
61120	Medicare Insurance	7,462	8,264	8,160	8,160
61130	Health Insurance	88,166	89,188	86,780	86,780
61170	Retiree Health Benefits	11,298	12,066	9,945	9,945
61180	Worker Compensation Insurance	10,065	11,181	19,295	19,295
	SUBTOTAL PERSONNEL	973,327	1,069,077	1,072,920	993,505
62010	Communications	236,855	248,343	257,495	251,885
62120	Training, Transpo, Meeting	2,033	724	2,500	2,500
62140	Membership, Subscription & Dues	518	256	300	300
62300	Contract Svs-Professional	93,624	127,870	134,755	138,445
	SUBTOTAL CONTRACTUAL	333,029	377,193	395,050	393,130
63001	Misc Office Expenses	9,625	777	26,500	1,500
	SUBTOTAL COMMODITIES	9,625	777	26,500	1,500
65010	Rental City Equipment	24,279	27,751	18,760	18,760
	SUBTOTAL FIXED CHARGES	24,279	27,751	18,760	18,760
66400	Machinery & Equipment	0	15,711	0	0
	SUBTOTAL CAPITAL	0	15,711	0	0
	TOTAL	1,340,260	1,490,508	1,513,230	1,406,895

Class Code	AUTHORIZED PERSONNEL	ADOPTED FY 09-10		PROPOSED FY 10-11	
		Full Time	Part Time	Full Time	Part Time
00660	Fire Communications Supervisor	1.00		1.00	
03480	Fire Services Dispatcher	8.00		8.00	
		<u>9.00</u>		<u>9.00</u>	

GENERAL FUND

FIRE DEPARTMENT Fire Suppression & EMS	PROGRAM 01115330			
Statement of Purpose				
<p><i>To maintain an aggressive fire suppression force that can provide effective control of hazards in the community and the most efficient basic & advanced medical services, to ensure the safety of City residents and City employees, maintaining compliance with all State & Federal regulations for infectious control.</i></p> <p>The Suppression Program has the primary duty of saving lives, prevention, suppression and control of fires, as well as protection and salvage of all properties exposed to fire. This program also provides emergency response to calls for emergency basic life support services and other non-fire emergencies that threaten life and property.</p>				
Accomplishments in FY 2008-09 & FY 2009-10				
<ul style="list-style-type: none"> * Provided paramedic training to six additional Firefighters * Provided staffing to Task Force 5, a joint operational emergency response unit for the Nation * Completed "multi-company" evaluations and measured the Departments readiness. * Continued suppression activities using a Total Quality Service (TQS) approach * Completed all state required training for fire, rescue, and EMS 				
Action Plan for FY 2010-11				
<ul style="list-style-type: none"> * Provide training to meet all state and federal standard for fire, rescue and EMS * Continue to look for cost saving measure within fire suppression * Evaluate and improve response times by using AVL - CAD dispatching * Participate in training exercises with neighboring fire agencies. * Continue in County wide committees working on regional fire issues and practices 				
PERFORMANCE MEASURES	Actual	Actual	Estimated	Objective
	FY 07-08	FY 08-09	FY 09-10	FY 10-11
Service Levels				
# of fire & non-medical calls for service	6,456	5,370	6,000	6,000
# of medical aid calls for service	11,651	12,484	13,000	13,000
# of station companies responses	39,000	36,788	41,000	40,000

GENERAL FUND

FIRE DEPARTMENT		ACCOUNTING UNIT			
Fire Suppression & Emergency Medical Services		01115330			
Object Code	LINE ITEM RESOURCES	ACTUAL FY 07-08	ACTUAL FY 08-09	PROJECTED FY 09-10	PROPOSED FY 10-11
61000	Salaries Regular	20,743,051	21,847,170	25,097,520	20,683,945
61010	Salaries Retirement	166,760	415,191	470,250	470,250
61040	Salaries Overtime	6,656,558	7,483,153	4,337,725	2,450,065
61100	Retirement-Employer Contrib.	4,448,762	4,888,265	5,567,000	5,075,945
61105	Employee PERS Contribution	0	0	0	2,319,300
61120	Medicare Insurance	229,521	249,156	359,310	328,335
61130	Health Insurance	2,419,563	2,591,278	3,218,225	3,026,220
61170	Retiree Health Benefits	361,425	375,896	442,070	406,990
61180	Worker Compensation Insurance	<u>2,653,854</u>	<u>2,852,841</u>	<u>2,460,085</u>	<u>2,266,040</u>
	SUBTOTAL PERSONNEL	37,679,494	40,702,951	41,952,185	37,027,090
62010	Communications	29,217	27,695	32,710	32,710
62120	Training, Transpo, Meeting	19,008	7,485	22,500	22,500
62130	Tuition Reimbursement	19,489	31,177	20,000	20,000
62140	Membership, Subscription & Dues	6,785	9,493	3,500	17,065
62300	Contract Svs-Professional	<u>352,029</u>	<u>349,029</u>	<u>384,570</u>	<u>374,570</u>
	SUBTOTAL CONTRACTUAL	426,529	424,880	463,280	466,845
63001	Misc Office Expenses	205,500	198,888	259,685	301,500
63100	Uniforms & Tools	<u>39</u>	<u>0</u>	<u>0</u>	<u>0</u>
	SUBTOTAL COMMODITIES	205,539	198,888	259,685	301,500
65010	Rental City Equipment	1,542,519	1,671,908	1,614,440	1,586,810
65100	Insurance Charges	<u>279,720</u>	<u>279,720</u>	<u>279,720</u>	<u>279,720</u>
	SUBTOTAL FIXED CHARGES	1,822,239	1,951,628	1,894,160	1,866,530
	TOTAL	<u>40,133,801</u>	<u>43,278,347</u>	<u>44,569,310</u>	<u>39,661,965</u>

Class Code	AUTHORIZED PERSONNEL	ADOPTED FY 09-10		PROPOSED FY 10-11	
		Full Time	Part Time	Full Time	Part Time
03160	Deputy Fire Chief	1.00		1.00	
03150	Fire Battalion Chief	3.00		3.00	
03080	Fire Captain	47.00		47.00	
03010	Fire Engineer	45.00		45.00	
03000	Firefighter (1)	146.00		147.00	
03550	Paramedic	1.00		1.00	
07330	Senior Office Assistant	<u>1.00</u>		<u>1.00</u>	
		<u>244.00</u>		<u>245.00</u>	
(1)	1 moved from account 01115310				

GENERAL FUND

FIRE DEPARTMENT		PROGRAM		
Fire Information Technology		01115340		
Statement of Purpose				
<p><i>To provide timely and accurate Information Technology management, maintain the Fire Department's Computer Aided Dispatch (CAD) and computer network systems.</i></p>				
Accomplishments in FY 2008-09 & FY 2009-10				
<ul style="list-style-type: none"> * Upgraded the TriTech Computer Aided Dispatch (CAD) system to version 4.4.5 * Installed and configured the Sierra Wireless PinpointX routers in all SAFD vehicle for improved GPS connectivity * Integrated our CAD AVL data into the county wide AVL project via the FATPOT application * Installed and configured the CAD2CAD advanced interface. The interface connects to the FATPOT middleware 				
Action Plan for FY 2010-11				
<ul style="list-style-type: none"> * Integrate SA GIS dataset into the OC GIS dataset and then convert the integrated map into the CAD system * Retire the data warehouse Stratus server and replace this server with a new Dell PowerEdge 2950 * Upgrade the 24Seven RMS to the new FireRecords 2.9 version * Install and configure the VPI voice recorder system 				
PERFORMANCE MEASURES	Actual	Actual	Estimated	Objective
	FY 07-08	FY 08-09	FY 09-10	FY 10-11
Service Levels				
# of software applications maintained	10	10	11	12
# of desktop computer systems supported	165	165	176	176
# of computer servers supported	10	12	12	13
Gigabytes of data stored & managed	300	475	390	525

GENERAL FUND

FIRE DEPARTMENT		ACCOUNTING UNIT			
Fire Information Technology		01115340			
Object Code	LINE ITEM RESOURCES	ACTUAL FY 07-08	ACTUAL FY 08-09	PROJECTED FY 09-10	PROPOSED FY 10-11
61000	Salaries Regular	166,068	170,763	104,965	38,520
61040	Salaries Overtime	2,856	5,311	1,050	1,050
61100	Retirement-Employer Contrib.	24,215	21,801	8,720	3,755
61105	Employee PERS Contribution	0	0	0	17,815
61120	Medicare Insurance	1,043	1,499	1,540	680
61130	Health Insurance	26,857	31,861	21,245	8,705
61170	Retiree Health Benefits	2,123	3,080	1,425	295
61180	Worker Compensation Insurance	12,117	9,951	2,760	2,240
	SUBTOTAL PERSONNEL	235,278	244,265	141,705	73,060
62010	Communications	8,960	7,431	3,760	3,760
62120	Training, Transpo, Meeting	2,213	(52)	3,500	3,500
62300	Contract Svs-Professional	463,555	561,274	419,545	446,070
	SUBTOTAL CONTRACTUAL	474,729	568,653	426,805	453,330
63001	Misc Office Expenses	9,926	2,224	5,000	5,000
	SUBTOTAL COMMODITIES	9,926	2,224	5,000	5,000
	TOTAL	719,933	815,142	573,510	531,390

Class Code	AUTHORIZED PERSONNEL	ADOPTED FY 09-10		PROPOSED FY 10-11	
		Full Time	Part Time	Full Time	Part Time
02680	Data Entry Specialist	1.00		1.00	
01060	Systems Technician (1)	1.00		0.00	
		<u>2.00</u>		<u>1.00</u>	
(1)	Position deleted in FY 2010/11				

GENERAL FUND

FIRE DEPARTMENT		PROGRAM		
Fire Training		01115350		
Statement of Purpose				
<p><i>To provide current training to all department personnel to assure an appropriate level of preparedness and an effective response to emergency situations.</i></p>				
Accomplishments in FY 2008-09 & FY 2009-10				
<ul style="list-style-type: none"> * Completed EMT re-certification for all members * Completed one Captain's Academy * Completed National Incident Management System (NIMS) 300 training for all Fire personnel * Conducted annual HazMat First Responder training * Completed DMV Class B testing * Conducted "Back to Basics" company training * Completed High Visibility Vest Cal/OSHA required training 				
Action Plan for FY 2010-11				
<ul style="list-style-type: none"> * Test for and hire additional Firefighters (Probationary) * Conduct a Firefighter Probationary academy * Provide Fire Engineer testing * Complete all NIMS 300 & 400 required training * Provide Emergency Medical Training (EMT) continuing education hours to all members * Computerize all records in training * Provide one Reserve Firefighter Academy 				
PERFORMANCE MEASURES	Actual	Actual	Estimated	Objective
	FY 07-08	FY 08-09	FY 09-10	FY 10-11
Service Levels				
Training Hours Per Year	32,961	32,247	38,000	38,000
Hazardous Materials First Responder	3,680	3,680	3,680	3,700
Fire Officers	1,500	1,500	1,600	1,600
Company Readiness Evaluation	168	168	168	200
Emergency Medical Technicians	6,500	6,500	6,500	6,500
Hours of I-NET broadcasts	5,500	5,500	5,500	5,500
Hours of in-service for Fire Reserves	7,200	7,200	7,200	7,200
Efficiency				
Suppression employees trained	210	210	210	210
Officers trained	57	57	58	58
Reserves trained	75	75	100	50

GENERAL FUND

FIRE DEPARTMENT		ACCOUNTING UNIT			
Fire Training		01115350			
Object Code	LINE ITEM RESOURCES	ACTUAL FY 07-08	ACTUAL FY 08-09	PROJECTED FY 09-10	PROPOSED FY 10-11
61000	Salaries Regular	679,018	502,885	323,180	131,655
61020	Salaries Part-Time	15,702	14,610	16,380	0
61040	Salaries Overtime	30,399	25,615	2,855	2,855
61100	Retirement-Employer Contrib.	131,494	102,641	49,790	21,480
61105	Employee PERS Contribution	0	0	0	57,090
61120	Medicare Insurance	3,026	2,918	2,565	2,330
61130	Health Insurance	51,319	40,208	32,625	17,580
61170	Retiree Health Benefits	11,293	7,718	5,655	5,655
61180	Worker Compensation Insurance	76,652	72,910	31,285	18,260
	SUBTOTAL PERSONNEL	998,903	769,505	464,335	256,905
62010	Communications	2,578	1,085	4,800	4,800
62120	Training, Transpo, Meeting	7,073	265	7,000	7,000
62140	Membership, Subscription & Dues	205	180	500	500
62300	Contract Svs-Professional	2,962	48,812	8,000	8,000
62501	Operating Lease Expense	0	64,546	110,760	113,010
	SUBTOTAL CONTRACTUAL	12,818	114,887	131,060	133,310
63001	Misc Office Expenses	13,669	7,106	5,000	5,000
	SUBTOTAL COMMODITIES	13,669	7,106	5,000	5,000
65010	Rental City Equipment	33,716	34,320	34,320	34,320
	SUBTOTAL FIXED CHARGES	33,716	34,320	34,320	34,320
66510	Computer Software	185	0	0	0
	SUBTOTAL CAPITAL	185	0	0	0
	TOTAL	1,059,291	925,818	634,715	429,535

Class Code	AUTHORIZED PERSONNEL	ADOPTED FY 09-10		PROPOSED FY 10-11	
		Full Time	Part Time	Full Time	Part Time
03160	Deputy Fire Chief	1.00		1.00	
03150	Fire Battalion Chief	1.00		1.00	
03080	Fire Captain (2)	1.00		1.00	
06110	Fire Training Coordinator	1.00		0.00	
		<u>4.00</u>		<u>3.00</u>	
(1)	Position deleted in FY 2010/11				
(2)	85% of salary paid from non-general funds for FY 2010/11				

GENERAL FUND

FIRE DEPARTMENT	PROGRAM			
Fire Maintenance	01115360			
Statement of Purpose				
<p><i>To ensure the proper preventative maintenance and repair of all City facilities and equipment to assure an appropriate level of response and preparedness.</i></p> <p>This program maintains the Fire Department facilities, equipment and apparatus.</p>				
Accomplishments in FY 2008-09 & FY 2009-10				
<ul style="list-style-type: none"> * Purchased new rescue equipment for two truck companies * Replaced heating, ventilation & air conditioning system (HVAC) at one station * Repaired the roof at three fire stations * Replaced Firefighter "turn-out" safety equipment * Placed orders to purchase two fire engines * Tested all ground ladders to meet NFPA standards 				
Action Plan for FY 2010-11				
<ul style="list-style-type: none"> * Paint exterior and interior at two fire stations * Replace HVAC units at two fire stations * Replace emergency generator at one fire station * Replace kitchen at one fire station * Purchase new fire engine * Replace carpeting at two fire stations * Place new truck company into service * Test all ground ladders to meet NFPA standards 				
PERFORMANCE MEASURES	Actual	Actual	Estimated	Objective
	FY 07-08	FY 08-09	FY 09-10	FY 10-11
Service Levels				
Maintenance (repairs/man-hours)				
Alarm/Communications Systems	200/400	200/400	200/400	200/400
Structural Repairs	75/2500	75/2500	75/2000	100/2000
Carpentry	30/900	30/900	30/900	30/900
Plumbing	80/300	80/300	80/300	100/300
Electrical	45/1500	45/1500	50/1500	50/1500
Preventive Maintenance	75/800	75/800	90/800	90/800
Station Equipment	40/225	40/225	50/200	50/200
Equipment Maintenance				
Underground Fuel Tank Test	6	6	3	3
Service Test - Aerial Truck	4	4	4	4
Service Test - Pumper Truck	14	14	14	14
Service Test - Crane	1	1	1	1
Feet of Ground Ladders Tested	1,310	1,310	2,400	2,400

GENERAL FUND

FIRE DEPARTMENT		ACCOUNTING UNIT			
Fire Maintenance		01115360			
Object Code	LINE ITEM RESOURCES	ACTUAL FY 07-08	ACTUAL FY 08-09	PROJECTED FY 09-10	PROPOSED FY 10-11
61000	Salaries Regular	366,041	356,421	250,625	87,720
61020	Salaries Part-Time	26,719	17,301	17,530	17,530
61040	Salaries Overtime	22,337	15,748	18,190	18,190
61100	Retirement-Employer Contrib.	60,703	62,102	45,350	25,550
61105	Employee PERS Contribution	0	0	0	34,090
61120	Medicare Insurance	1,022	1,116	925	0
61130	Health Insurance	44,312	41,527	31,045	2,195
61170	Retiree Health Benefits	5,734	6,001	4,150	2,935
61180	Worker Compensation Insurance	56,868	47,624	17,140	5,130
	SUBTOTAL PERSONNEL	583,736	547,840	384,955	193,340
62000	Utilities	196,482	184,058	220,345	220,345
62010	Communications	1,988	1,448	2,000	2,000
62120	Training, Transpo, Meeting	506	(221)	350	350
62140	Membership, Subscription & Dues	767	785	250	0
62300	Contract Svs-Professional	227,615	167,473	150,500	150,500
62310	Janitorial & Housekeep	0	0	0	250
62322	M & R Mach & Equip	640	287	0	0
	SUBTOTAL CONTRACTUAL	427,998	353,829	373,445	373,445
63001	Misc Office Expenses	239,171	223,706	195,180	195,180
63100	Uniforms & Tools	70,566	131,402	125,000	125,000
	SUBTOTAL COMMODITIES	309,737	355,108	320,180	320,180
65010	Building Rental	0	0	0	105,440
65010	Rental City Equipment	64,781	69,015	69,015	54,455
	SUBTOTAL FIXED CHARGES	64,781	69,015	69,015	159,895
66200	Building Improvements	128,831	69,906	0	0
	SUBTOTAL CAPITAL	128,831	69,906	0	0
	TOTAL	1,515,082	1,395,698	1,147,595	1,046,860

Class Code	AUTHORIZED PERSONNEL	ADOPTED FY 09-10		PROPOSED FY 10-11	
		Full Time	Part Time	Full Time	Part Time
03080	Fire Captain (3)	1.00		1.00	
03470	Fire Alarm & Maintenance Leader (1)	1.00		0.00	
03460	Fire Alarm & Maintenance Technician (2)	1.00		0.00	
01310	Stock Clerk (1)	1.00		0.00	
		<u>4.00</u>		<u>1.00</u>	
(1)	Position deleted in FY 2010/11				
(2)	Position moved to 07310101 & new title				
(3)	45% of salary from non-general funds for FY 2010/11				

GENERAL FUND

FIRE DEPARTMENT
Fiscal & Budget

PROGRAM
01115370

Statement of Purpose

To provide budgetary and fiscal accountability to the Fire Department.

SERVICE PROGRAM

Budget

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

Purchasing

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

Account Payables

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

Administration

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

Payroll

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

GENERAL FUND

FIRE DEPARTMENT		ACCOUNTING UNIT			
Fiscal & Budget		01115370			
Object Code	LINE ITEM RESOURCES	ACTUAL FY 07-08	ACTUAL FY 08-09	PROJECTED FY 09-10	PROPOSED FY 10-11
61000	Salaries Regular	244,000	272,919	280,845	148,055
61020	Salaries Part-Time	4,574	0	0	0
61040	Salaries Overtime	2,208	0	0	0
61100	Retirement-Employer Contrib.	12,090	15,754	23,340	14,270
61105	Employee PERS Contribution	0	0	0	24,225
61120	Medicare Insurance	1,975	2,261	2,445	2,535
61130	Health Insurance	36,458	40,522	41,770	31,330
61170	Retiree Health Benefits	1,965	3,576	3,810	2,725
61180	Worker Compensation Insurance	2,584	2,838	7,390	4,055
	SUBTOTAL PERSONNEL	305,854	337,869	359,600	227,195
62010	Communications	867	786	840	840
62120	Training, Transpo, Meeting	430	174	500	500
62140	Membership, Subscription & Dues	64	0	0	0
62300	Contract Svs-Professional	37	0	0	0
	SUBTOTAL CONTRACTUAL	1,398	960	1,340	1,340
63001	Misc Office Expenses	637	127	1,000	1,000
	SUBTOTAL COMMODITIES	637	127	1,000	1,000
	TOTAL	307,888	338,957	361,940	229,535
Class Code	AUTHORIZED PERSONNEL	ADOPTED FY 09-10		PROPOSED FY 10-11	
		Full Time	Part Time	Full Time	Part Time
00151	Principal Management Analyst	1.00		0.00	
07090	Lead Accounting Assistant	1.00		1.00	
07010	Accounting Assistant (1)	1.00		1.00	
07330	Senior Office Assistant (1)	1.00		0.00	
		<u>4.00</u>		<u>2.00</u>	
(1)	Position deleted in FY 2010/11				

**GENERAL FUND
DEPARTMENT RESOURCE SUMMARY**

PLANNING & BUILDING AGENCY

ACTIVITIES		ACTUAL FY 07-08	ACTUAL FY 08-09	PROJECTED FY 09-10	PROPOSED FY 10-11
01116500 Administrative Services		1,844,770	1,881,679	1,797,821	1,809,585
01116510 Planning Division		2,812,090	2,502,599	2,414,420	2,018,230
01116520 New Construction		2,200,207	2,300,041	1,874,195	1,819,567
01116530 Permits & Plan Check		1,953,295	1,990,542	1,541,790	1,196,490
01116540 Community Preservation		1,449,328	1,529,140	1,348,785	804,644
01116550 Proactive Rental Enforcement Program		710,974	744,012	820,525	674,699
TOTAL		<u>10,970,664</u>	<u>10,948,014</u>	<u>9,797,536</u>	<u>8,323,215</u>
OPERATING EXPENSE		ACTUAL FY 07-08	ACTUAL FY 08-09	PROJECTED FY 09-10	PROPOSED FY 10-11
61000 Personnel		8,261,329	8,839,187	7,542,605	6,123,630
62000 Contractual		1,531,436	947,973	1,053,671	1,053,670
63000 Commodities		200,498	172,455	245,345	245,345
65000 Fixed Charges		924,905	966,445	955,915	900,570
66000 Capital		52,495	21,954	0	0
TOTAL		<u>10,970,664</u>	<u>10,948,014</u>	<u>9,797,536</u>	<u>8,323,215</u>
Class Code	AUTHORIZED PERSONNEL	ADOPTED FY 09-10		PROPOSED FY 10-11	
		Full Time	Part Time	Full Time	Part Time
0249	Ex. Director of Planning & Building Safety	1.00		1.00	
0940	Building Safety Manager	1.00		1.00	
2500	Planning Manager	0.95		0.95	
2745	Community Preservation Coordinator	1.00		1.00	
1720	Management Analyst	1.00		1.00	
1200	Management Aide	1.00		1.00	
2250	Deputy Building Official/New Construction	1.00		1.00	
	Deputy Building Official/Plan Check	1.00		1.00	
7010	Accounting Assistant	1.00		1.00	
1410	Assistant Plan Check Engineer II	1.00		1.00	
2440	Assistant Planner II	5.00		1.00	
2280	Associate Plan Check Engineer	2.00		1.00	
2450	Associate Planner	6.60		6.60	
2300	Building Inspector	1.00		1.00	
6430	Combination Building Inspector	3.00		3.00	
2740	Community Preservation Inspector	22.00		16.00	
2310	Electrical Inspector	2.00		1.00	
7390	Executive Secretary	1.00		1.00	
2590	Permit Supervisor	1.00		1.00	
2580	Permit Technician	5.00		2.00	
7320	Planning Commission Secretary	1.00		1.00	
2320	Plumbing Inspector	2.00		2.00	
0810	Principal Planner	1.90		1.90	

**GENERAL FUND
DEPARTMENT RESOURCE SUMMARY**

PLANNING & BUILDING AGENCY

Class Code	AUTHORIZED PERSONNEL	ADOPTED FY 09-10		PROPOSED FY 10-11	
			Part Time	Full Time	Part Time
7270	Secretary	2.00		2.00	
7280	Senior Accounting Assistant	1.00		1.00	
2330	Senior Building Inspector	1.00		1.00	
6431	Senior Combination Building Insp.	2.00		2.00	
0070	Sr. Community Preservation Inspector	4.00		4.00	
2340	Senior Electrical Inspector	1.00		1.00	
7330	Senior Office Assistant	8.65		5.65	
0330	Senior Plan Check Engineer	1.00		1.00	
2470	Senior Planner	2.75		2.75	
2180	Sr. Electrical Systems Specialist	1.00		1.00	
2430	Sr. Plumbing/Mechanical Systems Spec.	1.00		1.00	
9042	Account Clerk II		1.00		1.00
9780	Customer Service Clerk		1.00		1.00
9070	Senior Clerical Aide		1.00		1.00
	TOTAL	<u>88.85</u>	<u>3.00</u>	<u>70.85</u>	<u>3.00</u>
	SECTION 5: SPECIAL REVENUE				
31-505	Air Quality Improvement Trust Fund	1.15	0.00	1.15	0.00
		<u>1.15</u>	<u>0.00</u>	<u>1.15</u>	<u>0.00</u>
	TOTAL	<u><u>90.00</u></u>	<u><u>3.00</u></u>	<u><u>72.00</u></u>	<u><u>3.00</u></u>
	<i>Notes:</i>				
	<i>Remaining 1.25 positions are shown in Special Revenue Fund 31-505.</i>				
	<i>\$1,600,000 in salary and benefits for Community Preservation funded by CDBG Fund in FY10-11</i>				

GENERAL FUND

PLANNING & BUILDING AGENCY
Administrative Services

PROGRAM
01116500

Statement of Purpose

To ensure that Santa Ana is a thoughtfully planned, safely built, and well maintained community.

This program provides direction to the Planning & Building Agency by providing management and fiscal support to the Planning, Inspections, Permit & Plan Check, and Community Preservation Divisions. This program also provides executive support to the Planning Commission and Historic Resources Commission.

SERVICE PROGRAM

PLANNING DIVISION:

The Planning Division provides a framework in which the future social and economic well-being of the City's residents can be ensured through the adoption of a comprehensive General Plan and development standards. This division also coordinates the delivery of services to developers.

BUILDING SAFETY DIVISION:

New Construction Section

This section provides inspections for all new construction, conversions, and maintenance and repairs of buildings to ensure compliance with State codes and City ordinances.

Permits and Plan Check Section

This sections provides review and approval of building construction plans to ensure compliance with building, plumbing, heating, electrical, and handicapped requirements, as well as compliance with all State laws and City ordinances.

COMMUNITY PRESERVATION DIVISION:

This division enforces Santa Ana Municipal Code provisions to ensure safe, orderly, and aesthetically pleasing neighborhoods and commercial areas.

GENERAL FUND

PLANNING & BUILDING AGENCY		ACCOUNTING UNIT			
Administrative Services		01116500			
Object Code	LINE ITEM RESOURCES	ACTUAL FY 07-08	ACTUAL FY 08-09	PROJECTED FY 09-10	PROPOSED FY 10-11
61000	Salaries & Wages-Regular	582,648	629,598	369,095	454,515
61010	Retirement Payouts	0	0	100,000	0
61020	Salaries & Wages-Temporary	2,351	0	0	0
61040	Salaries & Wages-Overtime	2,153	110	0	0
61100	Retirement Plan	28,608	34,528	31,005	36,360
61120	Medicare Insurance	5,664	5,802	5,205	5,610
61130	Employees Insurance	68,579	64,156	39,230	55,345
61170	Retiree Medical Insurance	5,507	7,311	5,705	7,955
61180	Compensation Insurance	11,702	13,747	7,175	9,395
	SUBTOTAL PERSONNEL	707,211	755,253	557,415	569,180
62010	Communications	6,593	5,992	10,046	10,045
62120	Training & Transportation	11,227	8,464	26,850	26,850
62140	Other Agency Services	2,238	1,500	1,830	1,830
62320	M&R Buildings & Grounds	0	0	5,340	5,340
62322	M&R Machinery & Equipment	6,341	132	28,000	28,000
62300	Other Contractual Services	77,877	49,367	101,265	101,265
62501	Lease Payments	416,470	414,058	414,120	414,120
62700	Auto Expense	0	0	0	0
	SUBTOTAL CONTRACTUAL	520,744	479,513	587,451	587,450
63000	Office Supplies	0	0	0	0
63001	Non-Consumable Items	0	0	0	0
63001	Operating Materials & Supplies	3,236	3,059	9,110	9,110
	SUBTOTAL COMMODITIES	3,236	3,059	9,110	9,110
65010	Rental, City Equipment	4,323	6,165	6,155	6,155
65100	Insurance (Risk Management)	203,070	203,070	203,070	203,070
65000	Building & Site Rental	406,185	434,620	434,620	434,620
	SUBTOTAL FIXED CHARGES	613,578	643,855	643,845	643,845
66400	Machinery & Equipment	0	0	0	0
66600	Books, Records & Video	0	0	0	0
63001	Computer Software	0	0	0	0
	SUBTOTAL CAPITAL	0	0	0	0
67200	Capitalized Lease Obligation	0	0	0	0
	SUBTOTAL DEBT SERVICE	0	0	0	0
	TOTAL	1,844,770	1,881,679	1,797,821	1,809,585
Class Code	AUTHORIZED PERSONNEL	ADOPTED FY 09-10		PROPOSED FY 10-11	
		Full Time	Part Time	Full Time	Part Time
0249	Ex. Director of Planning & Building Safety	1.00		1.00	
7390	Executive Secretary	1.00		1.00	
1720	Management Analyst	1.00		1.00	
7280	Senior Accounting Assistant	1.00		1.00	
7010	Accounting Assistant	1.00		1.00	
1200	Management Aide	1.00		1.00	
	TOTAL	6.00	0.00	6.00	0.00

GENERAL FUND

PLANNING & BUILDING AGENCY
Planning Division

PROGRAM
01116510

Statement of Purpose

To provide a publicly-accessible framework and process that guides development, both now and in the future, contributes to the economic vitality, quality of life and daily needs of all the citizens of the City.

The Planning Division works to implement the land use policies established by the City Council. These policies are contained within the General Plan, which in turn is implemented by the City's Zoning Ordinance and Citywide Design Guidelines. The Planning Division provides a full array of development processing and long-range planning services which further the implementation of the City Council's policies. These services include:

- Maintenance of and updates to the City's General Plan
- Provision of comprehensive project management for private development project applications, as well as projects initiated by the City and the Redevelopment Agency.
- Assistance to customers at the Planning Counter, Planning Information Line and Planning Division website for general information, intake of applications and issuance of minor permits
- Protection of the environment through the Administration of the California Environmental Quality Act and other environmental legislation and programs.
- Staffing for the City's development review boards: City Council, Planning Commission, Historic Resources Commission, as well as regional planning boards.

Accomplishments in FY 08-09 & FY 09-10

- * State certification and Adoption of the City's 2006-2014 Housing Element
- * Recognition for outstanding planning by the American Planning Association for the City Place project.
- * Maintained 24-hour turnaround time for counter calls.
- * Maintained 35-day turnaround time for DRC comments.
- * Recognition for outstanding planning by the American Planning Association for the Housing Element.

Action Plan for FY 2010-11

- * Adopt the Transit Zoning Code
- * Revise the North Harbor Specific Plan to be consistent with the 2006-2014 Housing Element
- * Redesign and expand services provided on the Planning Division component of the City website
- * Implement the Digital Sign-In to improve customer service at the Planning Counter
- * Maintain 35-day turn-around time for Development Review applications
- * Maintain 24-hour phone call response time

PERFORMANCE MEASURES	Actual	Actual	Estimated	Objective
	FY 07-08	FY 08-09	FY 09-10	FY 10-11
Service Levels				
No. of Planning Applications Reviewed	5,856	5,413	4,207	5,032
No. of Environmental Reviews	248	211	209	210
No. of Site Plan Reviews	82	67	39	50
No. of Historic Applications	74	91	46	21
No. of Certificate of Occupancy's Reviewed	1,755	1,542	1,059	1,301
No. of Customers Assisted at the Planning Counter	20,609	15,934	16,885	16,410
Efficiency				
Avg. No. of review days for DRC applications	35.6	32.8	33.50	35
% of DRC applications reviewed within 35-days	84%	95%	96.4%	95%
% of phone calls returned within 24-hours	75%	100%	95%	100%

GENERAL FUND

PLANNING & BUILDING AGENCY		ACCOUNTING UNIT			
Planning Division		01116510			
Object Code	LINE ITEM RESOURCES	ACTUAL FY 07-08	ACTUAL FY 08-09	PROJECTED FY 09-10	PROPOSED FY 10-11
61000	Salaries & Wages-Regular	1,665,181	1,824,531	1,597,725	1,315,765
61020	Salaries & Wages-Temporary	40,948	11,573	0	0
61040	Salaries & Wages-Overtime	254	0	0	0
61100	Retirement Plan	83,528	100,975	134,210	105,260
61110	Part-Time Retirement	0	0	0	0
61120	Medicare Insurance	19,940	20,890	23,165	15,850
61130	Employees Insurance	198,397	207,918	194,405	151,085
61170	Retiree Medical Insurance	17,288	25,883	25,330	23,025
61180	Compensation Insurance	22,826	27,932	45,370	18,985
62302	Other Personnel Services	10,937	7,549	20,800	20,800
	SUBTOTAL PERSONNEL	<u>2,059,299</u>	<u>2,227,251</u>	<u>2,041,005</u>	<u>1,650,770</u>
62010	Communications	32,469	34,733	33,025	28,795
62120	Training & Transportation	17,323	14,554	24,910	24,910
62200	Advertising	4,667	3,885	43,085	43,085
62140	Membership, Subscription & Dues	9,031	9,370	7,405	7,405
62322	M&R Machinery & Equipment	2,830	3,186	1,050	1,050
62300	Other Contractual Services	551,790	131,028	124,535	124,535
62600	Parking Validation	0	0	0	1,830
62700	Auto Expense	0	0	0	2,400
	SUBTOTAL CONTRACTUAL	<u>618,110</u>	<u>196,756</u>	<u>234,010</u>	<u>234,010</u>
63001	Operating Materials & Supplies	96,029	65,712	126,525	126,525
63100	Uniforms & Tools	0	0	0	0
	SUBTOTAL COMMODITIES	<u>96,029</u>	<u>65,712</u>	<u>126,525</u>	<u>126,525</u>
65010	Equipment Rental, City	12,710	12,880	12,880	6,925
	SUBTOTAL FIXED CHARGES	<u>12,710</u>	<u>12,880</u>	<u>12,880</u>	<u>6,925</u>
66400	Machinery & Equipment	21,181	0	0	0
66600	Books, Records & Videos	2,478	0	0	0
63001	Computer Software	2,284	0	0	0
	SUBTOTAL CAPITAL	<u>25,943</u>	<u>0</u>	<u>0</u>	<u>0</u>
	TOTAL	<u><u>2,812,090</u></u>	<u><u>2,502,599</u></u>	<u><u>2,414,420</u></u>	<u><u>2,018,230</u></u>

Class Code	AUTHORIZED PERSONNEL	ADOPTED FY 09-10		PROPOSED FY 10-11	
		Full Time	Part Time	Full Time	Part Time
2500	Planning Manager *	0.95		0.95	
0810	Principal Planner	1.90		1.90	
2470	Senior Planner	2.75		2.75	
2450	Associate Planner * **	6.60		6.60	
2440	Assistant Planner II	5.00		1.00	
7320	Planning Commission Secretary	1.00		1.00	
7330	Senior Office Assistant *	0.65		0.65	
	Clerk Typist II		0.00		0.00
	TOTAL	<u>18.85</u>	<u>0.00</u>	<u>14.85</u>	<u>0.00</u>

1 Environmental Coord. reallocated to Assoc. Planner
** Remainder charged to Air Quality Fund 31-505.*
*** 1 Associate Planner reimbursed from Public Works Fund 101-611.*

GENERAL FUND

PLANNING & BUILDING AGENCY		PROGRAM			
New Construction		01116520			
Statement of Purpose					
<p><i>To adopt and prudently enforce construction, occupancy, and housing laws and to promote an attractive environment for development.</i></p> <p>New Construction provides inspections of new construction, conversions, maintenance, and repair of buildings. This section is responsible for the enforcement of building, plumbing heating and electrical codes and handicapped requirements. This section also assists individuals and institutions in the areas of business licenses, energy conservation and housing and zoning compliance with State laws and City ordinances.</p>					
Accomplishments in FY 08-09 & FY 09-10					
<ul style="list-style-type: none"> * Conducted an average of 257 New Construction and Occupancy inspections per inspector, per month. * Continue to develop a complete emergency operation proposal for the New Construction inspection unit. * Continued implementation of Residential Combination Building Inspection training program. * Continued assistance to CDA with special inspections programs to Enterprise and Empowerment Zone programs. * Continued special assistance efforts to city-sponsored projects. * Completed city wide "Continuity of Operations Plan" COOP ensuring the continuous performance of the agency's essential functions/operations during an emergency. 					
Action Plan for FY 2010-2011					
<ul style="list-style-type: none"> * Maximize inspection efficiency and outreach to our customers through a balance of residential combination and commercial specialty inspections. * Continue revised phases of specialty and residential combination building inspection training program to maximize focus on new Building, Energy Codes, and New Construction Policies and Procedures Manual. * Implement COOP Program and continue emergency damage assessment training. * Continue assisting CDA with special emphasis on Enterprise Zone program. * Facilitate cross-training efforts with Planning and Community Preservation staff. 					
PERFORMANCE MEASURES		Actual	Actual	Estimated	Objective
		FY 07-08	FY 08-09	FY 09-10	FY 10-11
Service Levels					
Total Inspections		48,687	39,205	23,714	27,620
Training (employee hours)		1,304	980	833	960
Efficiency					
Reduction in number of trips to site, and enhanced customer service, due to use of Combination Inspectors to conduct multiple residential inspections during each visit. This allows specialty inspectors to focus on commercial, industrial and manufacturing projects throughout the city.		22.0%	23.0%	25.0%	27.0%
Base Year = FY 00-01					

GENERAL FUND

PLANNING & BUILDING AGENCY		ACCOUNTING UNIT			
New Construction		01116520			
Object Code	LINE ITEM RESOURCES	ACTUAL FY 07-08	ACTUAL FY 08-09	PROJECTED FY 09-10	PROPOSED FY 10-11
61000	Salaries & Wages-Regular	1,543,773	1,639,530	1,272,595	1,227,165
61020	Salaries & Wages-Temporary	41,547	42,008	0	40,650
61040	Salaries & Wages-Overtime	17,538	6,307	48,045	48,045
61100	Retirement Plan	76,958	90,214	5,000	98,175
61110	Part-Time Retirement	0	0	0	1,525
61120	Medicare Insurance	21,378	22,387	109,030	16,900
61130	Employees Insurance	175,266	180,342	16,500	163,665
61170	Retiree Health Benefits	15,097	22,253	185,045	21,475
61180	Compensation Insurance	88,107	93,295	18,570	16,080
62302	Other Personnel Services	0	0	32,790	32,790
	SUBTOTAL PERSONNEL	<u>1,979,663</u>	<u>2,096,336</u>	<u>1,687,575</u>	<u>1,666,470</u>
62010	Communications	36,840	36,202	22,540	22,540
62120	Training & Transportation	12,197	9,475	7,370	7,370
62140	Membership, Subscription & Dues	1,007	1,383	550	550
62322	M&R Machinery & Equipment	0	146	835	835
62300	Other Contractual Services	31,078	30,630	22,760	22,760
	SUBTOTAL CONTRACTUAL	<u>81,121</u>	<u>77,836</u>	<u>54,055</u>	<u>54,055</u>
63200	Operating Buildings & Grounds	64	0	0	0
63001	Operating Materials & Supplies	22,645	17,349	24,045	24,045
	SUBTOTAL COMMODITIES	<u>22,708</u>	<u>17,349</u>	<u>24,045</u>	<u>24,045</u>
65010	Equipment Rental, City	104,066	108,520	108,520	74,997
	SUBTOTAL FIXED CHARGES	<u>104,066</u>	<u>108,520</u>	<u>108,520</u>	<u>74,997</u>
66400	Machinery & Equipment	99	0	0	0
66600	Books, Records & Films	12,550	0	0	0
63001	Computer Software	0	0	0	0
	SUBTOTAL CAPITAL	<u>12,649</u>	<u>0</u>	<u>0</u>	<u>0</u>
	TOTAL	<u>2,200,207</u>	<u>2,300,041</u>	<u>1,874,195</u>	<u>1,819,567</u>

Class Code	AUTHORIZED PERSONNEL	ADOPTED FY 09-10		PROPOSED FY 10-11	
		Full Time	Part Time	Full Time	Part Time
0940	Building Safety Manager	1.00		1.00	
2250	Deputy Bldg. Official/New Construction	1.00		1.00	
2330	Senior Building Inspector	1.00		1.00	
2300	Building Inspector	1.00		1.00	
6431	Senior Combination Bldg. Inspector	2.00		2.00	
6430	Combination Building Inspector	3.00		3.00	
2320	Plumbing Inspector	2.00		2.00	
2340	Senior Electrical Inspector	1.00		1.00	
2310	Electrical Inspector	2.00		1.00	
2180	Senior Electrical Systems Specialist	1.00		1.00	
2430	Sr. Plumbing/Mech. Sys. Specialist	1.00		1.00	
7270	Secretary	1.00		1.00	
7330	Senior Office Assistant	1.00		1.00	
9070	Senior Clerical Aide		1.00		1.00
9042	Account Clerk II		1.00		1.00
	TOTAL	<u>18.00</u>	<u>2.00</u>	<u>17.00</u>	<u>2.00</u>
	<i>1 Sr. Office Assistant now in 11-509</i>				

GENERAL FUND

PLANNING & BUILDING AGENCY	PROGRAM
Permits & Plan Check	01116530

Statement of Purpose

To prudently enforce construction and occupancy laws and promote an attractive environment for development by providing efficient delivery of plan check and permit services.

The Permit and Plan Check Section reviews plans for compliance with the California Building Standards Code for all new construction, tenant improvements, conversions and repairs to buildings and other structures. This section is responsible for the enforcement of regulations for disabled access, energy conservation, flood plain management, fire and life safety, structural systems, electrical, plumbing, and mechanical ventilation systems. The section assists the public in obtaining permits for construction. It maintains construction records for all buildings in the City.

Accomplishments in FY 09-10

- * The Plan Check Section processed approximately 5,128 permits and served more than 11,850 public customers.
- * It continued to maintain a highly competent plan check engineering staff by encouraging seminar training based on the newly adopted 2007 California Building Code Standards.
- * This section processed the plans for a number of major projects, including: Marriott Courtyard Hotel, Corinthian College, and the Rite Aide on Harbor Boulevard.

Action Plan for FY 2010-2011

- * Continue to participate in the emergency response plan for the Planning and Building Agency.
- * Be a key player in major development projects: Wal-Mart Renovation, Marriott Courtyard Hotel, Corinthian College, and Rite Aide on Harbor Boulevard.
- * With the number and complexity of projects being planned for Santa Ana, provide adequate staffing of plan check engineers to ensure timely turn-around time.

PERFORMANCE MEASURES	Actual	Actual	Estimated	Objective
	FY 07-08	FY 08-09	FY 09-10	FY 10-11
Service Levels				
# of building plans checked	1,414	2,000	1,272	857
# of building permits issued	3,154	3,800	2,839	2,027
# of electrical plans checked	650	800	585	247
# of electrical permits issued	2,580	3,000	2,322	1,519
# of plumbing plans checked	471	700	424	81
# of plumbing permits issued	1,366	1,600	1,229	844
# of mechanical-solar plans checked	137	150	123	57
# of mechanical-solar permits issued	1,132	1,500	1,018	59
# of occupancy permits issued	1,709	1,800	1,538	1,296
# of grading permits issued	25	40	22	12
EFFICIENCY				
# of plans checked within 72 hours	507	600	456	221
% of plans checked within 72 hours	36%	35%	37%	26%
EFFECTIVENESS				
% of total building plans completed within 3 weeks	95%	95%	86%	72%
* "Small Plan Checks" now included with regular plan check totals.				

GENERAL FUND

PLANNING & BUILDING AGENCY		ACCOUNTING UNIT			
Permits & Plan Check		01116530			
Object Code	LINE ITEM RESOURCES	ACTUAL FY 07-08	ACTUAL FY 08-09	PROJECTED FY 09-10	PROPOSED FY 10-11
61000	Salaries & Wages-Regular	1,359,466	1,476,279	1,138,740	876,065
61020	Salaries & Wages-Temporary	20,372	21,162	21,475	21,190
61040	Salaries & Wages-Overtime	57,444	32,262	20,000	20,000
61100	Retirement Plan	69,284	82,347	95,655	70,085
61110	Part-Time Retirement	0	0	0	795
61120	Medicare Insurance	16,604	17,122	16,825	11,640
61130	Employees Insurance	142,989	141,656	122,810	82,220
61170	Retiree Medical Insurance	13,013	19,711	17,285	15,330
61180	Compensation Insurance	18,041	18,875	25,465	15,630
62302	Other Personnel Services	9,945	19,367	0	0
	SUBTOTAL PERSONNEL	1,707,157	1,828,780	1,458,255	1,112,955
62010	Communications	16,890	17,358	17,420	17,420
62120	Training & Transportation	8,315	4,663	8,225	8,225
62140	Membership, Subscription & Dues	2,552	2,094	3,775	3,775
62322	M&R Machinery & Equipment	0	607	3,480	3,480
62300	Other Contractual Services	172,196	82,292	14,435	14,435
	SUBTOTAL CONTRACTUAL	199,954	107,014	47,335	47,335
63000	Office Supplies	(724)	0	0	0
63001	Non-Consumable Items	0	0	0	0
63001	Operating Materials & Supplies	37,727	33,861	36,200	36,200
	SUBTOTAL COMMODITIES	37,003	33,861	36,200	36,200
65000	Building Rental	0	0	0	0
	SUBTOTAL FIXED CHARGES	0	0	0	0
66600	Books, Records & Films	6,365	0	0	0
66400	Machinery & Equipment	0	19,968	0	0
66510	Computer Software	2,815	919	0	0
	SUBTOTAL CAPITAL	9,180	20,887	0	0
	TOTAL	1,953,295	1,990,542	1,541,790	1,196,490

Class Code	AUTHORIZED PERSONNEL	ADOPTED FY 09-10		PROPOSED FY 10-11	
		Full Time	Part Time	Full Time	Part Time
2040	Deputy Building Official/Plan Check	1.00		1.00	
0330	Senior Plan Check Engineer	1.00		1.00	
2280	Associate Plan Check Engineer	2.00		1.00	
1410	Assistant Plan Check Engineer II	1.00		1.00	
2590	Permit Supervisor	1.00		1.00	
2580	Permit Technician	4.00		2.00	
7330	Senior Office Assistant	2.00		2.00	
9780	Customer Service Clerk		1.00		1.00
	TOTAL	12.00	1.00	9.00	1.00

GENERAL FUND

PLANNING & BUILDING AGENCY
Community Preservation

PROGRAM
01116540

Statement of Purpose

To improve the integrity of our neighborhoods through personalized neighborhood contact, education in code requirements, quality inspections, responsive and dedicated personnel, and innovative processes.

Community Preservation provides professional inspections throughout the City, responds to complaints concerning substandard living conditions, maintenance and use of existing properties, and issues citations for violations of the Santa Ana Municipal Code. This section continues to be an active partner with the Police Department in their fight against crime, Public Works Agency and their graffiti removal efforts, and with the residents of Santa Ana through increasing interaction with the neighborhood associations.

Accomplishments in FY 08-09 & FY 09-10

- * Community Preservation continued to respond to complaints from the citizens, neighborhood associations and City Council. Residential enforcement focused heavily on unpermitted work, property maintenance and neighborhood association interests throughout the City. The Commercial Code Enforcement program continues to be successful in eliminating much of the visual blight in the commercial community.
- * Community Preservation has successfully implemented a Foreclosure Inspection Program and has completed two phases of inspections covering approximately 40% of the city.
- * Community Preservation continues to work closely with the Public Works Agency to eliminate graffiti from public and private properties.
- * Community Preservation enforcement efforts have yielded a decline in shopping cart complaints and an increase in the installation of locking-wheel containment systems by a growing number of merchants.

Action Plan for FY 10-11

- * Maintain a 72-hour response time for complaints.
- * Maintain a collaborative effort with Public Works and the Police Department for addressing graffiti and vendors.
- * Sustain current enforcement efforts to eliminate abandoned shopping carts from the City's neighborhoods and ensure full compliance with the City's shopping cart ordinance.
- * Continue to conduct targeted enforcement sweeps to address shopping carts, illegal signage and vendors from the commercial corridors as well as addressing neighborhood visual blight.
- * Conduct systematic inspections of foreclosed properties.

PERFORMANCE MEASURES	Actual	Actual	Estimated	Objective
	FY 07-08	FY 08-09	FY 09-10	FY 10-11
Service Levels				
Number of Notices of Violations issued	881	836	1,034	825
Number of citations issued	4,689	4,407	5,310	4,250
Number of complaints recorded (citizen)	4,647	5,492	5,349	4,280
Number of observed complaints (inspectors)	8,976	8,726	6,372	5,100
Number of violations recorded	15,843	18,134	15,230	12,185
Number of inspections conducted	27,466	28,436	23,442	18,760

GENERAL FUND

PLANNING & BUILDING AGENCY		ACCOUNTING UNIT			
Community Preservation		01116540			
Object Code	LINE ITEM RESOURCES	ACTUAL FY 07-08	ACTUAL FY 08-09	PROJECTED FY 09-10	PROPOSED FY10-11
61000	Salaries & Wages-Regular	896,173	998,995	827,020	400,025
61020	Salaries & Wages-Temporary	57,525	41,958		0
61040	Salaries & Wages-Overtime	16,068	(503)	5,000	5,000
61100	Retirement Plan	44,308	52,508	69,285	29,610
61120	Medicare Insurance	8,932	10,191	10,710	5,365
61130	Employees Insurance	110,010	122,967	109,400	70,570
61170	Retiree Medical Insurance	9,397	11,367	12,315	6,480
61180	Compensation Insurance	18,321	20,139	22,695	7,740
62302	Other Personnel Services	0	0	0	0
	SUBTOTAL PERSONNEL	<u>1,160,735</u>	<u>1,257,621</u>	<u>1,056,425</u>	<u>524,790</u>
62010	Communications	29,018	27,831	36,045	36,045
62120	Training & Transportation	20,642	4,983	11,750	11,750
62200	Advertising	0	(4,978)	0	0
62140	Membership, Subscription & Dues	1,910	0	14,350	14,350
62322	M&R Machinery & Equipment	2,137	1,198	395	395
62300	Other Contractual Services	46,072	47,769	28,285	28,285
62302	Other Personnel Services	5,800	2,211	30,000	30,000
	SUBTOTAL CONTRACTUAL	<u>105,578</u>	<u>79,014</u>	<u>120,825</u>	<u>120,825</u>
63000	Office Supplies	0	0	0	0
63200	Operating M & S Bldgs & Grounds	133	0	0	0
63001	Operating Materials & Supplies	35,995	45,312	35,200	35,200
	SUBTOTAL COMMODITIES	<u>36,128</u>	<u>45,312</u>	<u>35,200</u>	<u>35,200</u>
65010	Equipment Rental, City	140,410	146,125	136,335	123,829
65400	Indirect Cost	1,753	0	0	0
	SUBTOTAL FIXED CHARGES	<u>142,163</u>	<u>146,125</u>	<u>136,335</u>	<u>123,829</u>
66400	Machinery & Equipment	1,276	0	0	0
66600	Books, Records & Videc	3,056	1,067	0	0
63001	Computer Software	391	0	0	0
	SUBTOTAL CAPITAL	<u>4,723</u>	<u>1,067</u>	<u>0</u>	<u>0</u>
	TOTAL	<u><u>1,449,328</u></u>	<u><u>1,529,140</u></u>	<u><u>1,348,785</u></u>	<u><u>804,644</u></u>
Class Code	AUTHORIZED PERSONNEL	ADOPTED FY 09-10		PROPOSED FY 10-11	
		Full Time	Part Time	Full Time	Part Time
2745	Community Preservation Coordinator	1.00		1.00	
0070	Senior Community Pres. Inspector	3.00		3.00	
2740	Community Preservation Inspector	18.00		12.00	
9800	Combination Inspector (P/T)		0.00		0.00
7270	Secretary	1.00		1.00	
7330	Senior Office Assistant	4.00		2.00	
	TOTAL	<u>27.00</u>	<u>0.00</u>	<u>19.00</u>	<u>0.00</u>
<p><i>\$1,563,435 in salary and benefits funded by CDBG Fund 135 in FY 09-10.</i></p>					

GENERAL FUND

PLANNING & BUILDING AGENCY
Proactive Rental Enforcement Program

PROGRAM
01116550

Statement of Purpose

To reduce unhealthy conditions and life safety hazards for occupants of residential rental properties in highly impacted areas of Santa Ana by identifying and correcting code violations through a systematic inspection program.

The Proactive Rental Enforcement Program (PREP) is responsible for the inspection of all residential rental units in designated areas of Santa Ana with the goal of long-term upgrading of rental properties and thus decreasing the demand for City services and restoring stability to the neighborhoods.

Accomplishments in FY 08-09 & FY 09-10

- * The Proactive Rental Enforcement Program completed inspections in the northeast and southeast quadrants of the City. PREP also responded to all complaints received referencing rental properties throughout the entire City.
- * The Rental Housing Task Force was consulted on rental property issues and received updates on the progress of the program. Information on PREP was forwarded to numerous other cities, as well as to the statewide code enforcement association regarding the implementation of programs similar to PREP.
- * PREP continued to forward lists of previously unknown rental properties to the Finance Agency for collection of Business License and Rental Inspection Fees.

Action Plan for FY 2010-11

- * The current extension of PREP will sunset on 12/31/11. An extension of the program will be presented to the City Council to consider continuation of the PREP Program.
- * PREP will maintain a 72-hour response time to all complaints.
- * Inspectors continue to conduct inspections of properties qualifying for the Gold Seal Incentive Program to ensure maintenance at an exemplary level.
- * PREP will conduct inspections of all known rental properties in the southcoast and westend areas of the City.
- * PREP will continue to conduct surveys of properties in previously inspected areas.

PERFORMANCE MEASURES	Actual	Actual	Estimated	Objective
	FY 07-08	FY 08-09	FY 09-10	FY 10-11
Service Levels				
Inspection areas	2	2	2	2
Total inspections	8,000	8,000	8,000	8,000
Reinspections	3,000	3,500	3,500	3,500
Gold Seal Inspections	200	150	150	150

GENERAL FUND

PLANNING & BUILDING AGENCY		ACCOUNTING UNIT			
Proactive Rental Enforcement Program		01116550			
Object Code	LINE ITEM RESOURCES	ACTUAL FY 07-08	ACTUAL FY 08-09	PROJECTED FY 09-10	PROPOSED FY 10-11
61000	Salaries & Wages-Regular	511,803	540,379	570,740	472,050
61040	Salaries & Wages-Overtime	15,635	6,054	1,000	1,000
61100	Retirement Plan	25,769	29,819	47,940	37,765
61120	Medicare Insurance	2,647	2,740	5,615	4,170
61130	Employees Insurance	79,169	80,039	95,455	67,540
61170	Retiree Medical Insurance	5,061	7,503	8,335	8,260
61180	Compensation Insurance	7,180	7,412	12,845	8,680
62302	Other Personnel Services	0	0	0	0
	SUBTOTAL PERSONNEL	<u>647,263</u>	<u>673,946</u>	<u>741,930</u>	<u>599,465</u>
62010	Communications	3,154	2,832	4,075	4,075
62120	Training & Transportation	2,325	302	1,065	1,065
62140	Membership, Subscription & Dues	450	0	405	405
62322	M&R Machinery & Equipment	0	0	110	110
62300	Other Contractual Services	0	4,706	4,340	4,340
	SUBTOTAL CONTRACTUAL	<u>5,929</u>	<u>7,840</u>	<u>9,995</u>	<u>9,995</u>
63000	Office Supplies	0	0	0	0
63001	Non-Consumable Items	0	0	0	0
63001	Operating Materials & Supplies	5,394	7,162	14,265	14,265
	SUBTOTAL COMMODITIES	<u>5,394</u>	<u>7,162</u>	<u>14,265</u>	<u>14,265</u>
65010	Equipment Rental, City	20,704	21,160	20,970	17,609
65220	Treasury Service Charge	31,685	33,905	33,365	33,365
	SUBTOTAL FIXED CHARGES	<u>52,389</u>	<u>55,065</u>	<u>54,335</u>	<u>50,974</u>
	TOTAL	<u><u>710,974</u></u>	<u><u>744,012</u></u>	<u><u>820,525</u></u>	<u><u>674,699</u></u>
Class Code	AUTHORIZED PERSONNEL	ADOPTED FY 09-10		PROPOSED FY 10-11	
		Full Time	Part Time	Full Time	Part Time
0070	Senior Community Pres. Inspector	1.00		1.00	
2360	Community Preservation Inspector II	0.00		0.00	
2740	Community Preservation Inspector	4.00		4.00	
2580	Permit Technician	1.00		0.00	
7330	Senior Office Assistant	1.00		0.00	
	TOTAL	<u>7.00</u>	<u>0.00</u>	<u>5.00</u>	<u>0.00</u>

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**GENERAL FUND
DEPARTMENT RESOURCE SUMMARY**

PUBLIC WORKS AGENCY

ACTIVITIES	ACTUAL FY 07-08	ACTUAL FY 08-09	PROJECTED FY 09-10	PROPOSED FY 10-11	
01117610 Trans Planning & Project Management	1,200,000	1,274,000	1,274,000	1,274,000	
01117620 Traffic Signal Maintenance	945,308	1,448	0	0	
01117625 Roadway Markings & Signs	650,800	791,327	777,800	623,760	
01117630 Street Lighting	2,230,696	3,036,290	2,622,200	2,776,240	
01117635 Median Landscaping	609,292	0	0	0	
01117660 Roadway Maintenance	1,265,450	(42)	0	0	
TOTAL	<u>6,901,546</u>	<u>5,103,023</u>	<u>4,674,000</u>	<u>4,674,000</u>	
OPERATING EXPENSE	ACTUAL FY 07-08	ACTUAL FY 08-09	PROJECTED FY 09-10	PROPOSED FY 10-11	
61000 Personnel	177,718	125,372	191,125	0	
62000 Contractual	6,469,473	3,993,657	3,853,425	4,016,275	
63000 Commodities	13,264	80,274	80,000	130,000	
65000 Cross Charges	241,090	174,450	174,450	331,065	
66000 Capital	0	729,270	375,000	196,660	
TOTAL	<u>6,901,546</u>	<u>5,103,023</u>	<u>4,674,000</u>	<u>4,674,000</u>	
Class Code	AUTHORIZED PERSONNEL	ADOPTED FY 09-10		PROPOSED FY 10-11	
		Full Time	Part Time	Full Time	Part Time
4160	Street Painter	<u>2.00</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>
	TOTAL GENERAL FUND	<u>2.00</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>
	SECTION 3: INTERNAL SVS. FUNDS				
Fund 086	Engineering Services	44.55	26.00	38.05	27.00
Fund 101	Administrative Services	<u>30.75</u>	<u>5.00</u>	<u>29.45</u>	<u>8.00</u>
	SUBTOTAL	75.30	31.00	67.50	35.00
	SECTION 5: SPECIAL REVENUE FUNDS				
Fund 029	Special Gas Tax	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>
	SUBTOTAL	0.00	0.00	0.00	0.00
	SECTION 6: ENTERPRISE FUNDS				
Fund 056	Sanitary Sewer Services	14.70	0.00	14.70	0.00
Fund 057	Federal Clean Water Protection Enterprise	7.20	0.00	7.75	0.00
Fund 060	Water Enterprise	35.30	6.00	31.55	10.00
Fund 067	The Depot	0.00	0.00	0.00	0.00
Fund 068	Sanitation Enterprise	39.50	13.00	39.50	13.00
Fund 069	Refuse Collection	<u>3.00</u>	<u>0.00</u>	<u>3.00</u>	<u>0.00</u>
	SUBTOTAL	99.70	19.00	96.50	23.00
	TOTAL PERSONNEL	<u>177.00</u>	<u>50.00</u>	<u>164.00</u>	<u>58.00</u>

GENERAL FUND

PUBLIC WORKS AGENCY
Transportation Planning & Project Management

FUND 011
Department 17
Program 610

ACCOUNT Code	LINE ITEM RESOURCES	ACTUAL FY 07-08	ACTUAL FY 08-09	PROJECTED FY 09-10	PROPOSED FY 10-11
62251	Other Agency Services	<u>1,200,000</u>	<u>1,274,000</u>	<u>1,274,000</u>	<u>1,274,000</u>
	SUBTOTAL CONTRACTUAL	1,200,000	1,274,000	1,274,000	1,274,000
	TOTAL	<u><u>1,200,000</u></u>	<u><u>1,274,000</u></u>	<u><u>1,274,000</u></u>	<u><u>1,274,000</u></u>

PURPOSE: In February 1996, the City of Santa Ana and other jurisdictions, including the Orange County Transportation Authority (OCTA), entered into a joint agreement supporting legislation to finance an acceptable plan of adjustment in the County of Orange bankruptcy case. Subsequently, state legislation was adopted which provides for a shift of sales tax revenues from OCTA to the County of Orange in exchange for gas tax revenues. The sales tax funds were earmarked by OCTA to fund public bus service operations. Because gas tax revenues received in the exchange cannot be used for bus operations, OCTA must identify another source of funds to maintain current bus service levels. In recognition of the importance of sustaining public bus service levels in Orange County, the City Managers Bankruptcy Committee proposed an exchange of funds between OCTA and several of the cities in the County. Under this proposal, the City of Santa Ana and other cities will exchange a portion of their local general fund revenues with OCTA for gas tax revenues. The exchange of funds would be for a period beginning in July 1997 and terminating in July 2013. An equal amount of general funds would be exchanged for gas tax revenues. Cities are required to allocate a fixed amount of local funds to transportation projects as a condition of receiving Measure M sales tax funds. For most cities, including the City of Santa Ana, this "Maintenance of Effort" or MOE consists mainly of city general fund revenues. The amount of funds to be exchanged will be determined annually, based on the City's adopted budget. The proposed agreement will allow OCTA to use the City general funds to maintain bus operations, and the City to use OCTA gas tax revenues to meet our MOE requirement. Through this cooperative approach, the participating cities will assist OCTA in avoiding a major reduction in bus services to all cities.

GENERAL FUND

PUBLIC WORKS AGENCY					FUND	011
Traffic Signal Maintenance					Department	17
					Program	620
Account Code	LINE ITEM RESOURCES	ACTUAL FY 07-08	ACTUAL FY 08-09	PROJECTED FY 09-10	PROPOSED FY 10-11	
62000	Utilities	141,044	(4,509)	0	0	
62010	Communication	0	60	0	0	
62300	Contract Services - Professional	32,028	0	0	0	
62321	M&R Improvements	712,543	5,890	0	0	
	SUBTOTAL CONTRACTUAL	885,615	1,441	0	0	
63001	Miscellaneous Office Expenses	0	7	0	0	
	SUBTOTAL COMMODITIES	0	7	0	0	
65010	Rental City Equipment	5,913	0	0	0	
65100	Insurance Charges	47,855	0	0	0	
65020	City Yard Rental	5,925	0	0	0	
	SUBTOTAL CROSS CHARGES	59,693	0	0	0	
	TOTAL	<u>945,308</u>	<u>1,448</u>	<u>0</u>	<u>0</u>	

GENERAL FUND

PUBLIC WORKS AGENCY
Roadway Markings & Signs

ACCOUNTING UNIT
01117625

Statement of Purpose

To provide safe traffic and pedestrian movement by maintaining and standardizing signs and painting legends.

Accomplishments in FY 08-09 & 09-10

FY 08-09

- * Developed new standards for neighborhood street name topper signs.
- * Repainted all painted curb north of First Street.
- * Fielded a City sign maintenance crew to reduce materials and labor costs associated with department traffic order work.

FY 09-10

- * Completed an inventory of all roadway markings from October 2008 to September 2009 by using the contractor's data records and compiling the data onto an electronic database.
- * Renewed contract for annual roadway markings and sign maintenance operations.
- * Renewed contract for annual guardrail/fencing maintenance.

Action Plan for FY 2010-11

- * Continue installation of new standard street name signs throughout various city neighborhoods.
- * Develop strategy to replace traffic signs in neighborhoods throughout the city.
- * Renew and administer contract for annual roadway markings and sign maintenance operations.
- * Develop an electronic database and data collection program for all traffic sign maintenance.
- * Award contract for annual guardrail/fencing maintenance.

PERFORMANCE MEASURES	Actual	Actual	Estimated	Objective
	FY 07-08	FY 08-09	FY 09-10	FY 10-11
Service Level				
Striping (all types - linear feet)	2,355,223	2,550,000	2,550,000	2,175,000
# of painted legends	14,437	19,000	19,000	2,600
# of painted curbs	72,441	56,000	56,000	50,000
# of signs repaired/replaced	977	1,000	2,679	2,500
# painted arrows			4,421	4,200

GENERAL FUND

PUBLIC WORKS AGENCY					
Roadway Markings & Signs					
		FUND		011	
		Department		17	
		Activity		625	
Account Code	LINE ITEM RESOURCES	ACTUAL FY 07-08	ACTUAL FY 08-09	PROJECTED FY 09-10	PROPOSED FY 10-11
61000	Salaries Regular	122,360	85,663	131,090	0
61040	Salaries Overtime	2,109	4,125	5,000	0
61100	Retirement-Employer Contribution	5,977	4,182	10,735	0
61120	Medicare Insurance	1,791	1,268	975	0
61130	Health Insurance	27,200	16,260	23,570	0
61170	Retiree Health Benefits	1,167	1,692	2,235	0
61180	Workers' Compensation Insurance	<u>17,115</u>	<u>12,183</u>	<u>17,520</u>	<u>0</u>
	SUBTOTAL PERSONNEL	177,718	125,372	191,125	0
62300	Contract Services - Professional	<u>440,331</u>	<u>579,650</u>	<u>505,775</u>	<u>455,275</u>
	SUBTOTAL CONTRACTUAL	440,331	579,650	505,775	455,275
63001	Miscellaneous Office Expenses	<u>2,369</u>	<u>55,405</u>	<u>50,000</u>	<u>100,000</u>
	SUBTOTAL COMMODITIES	2,369	55,405	50,000	100,000
65010	Rental City Equipment	30,382	30,900	30,900	33,180
65240	Public Works Admin Charges	<u>0</u>	<u>0</u>	<u>0</u>	<u>35,305</u>
	SUBTOTAL CROSS CHARGES	30,382	30,900	30,900	68,485
	TOTAL	<u><u>650,800</u></u>	<u><u>791,328</u></u>	<u><u>777,800</u></u>	<u><u>623,760</u></u>
Class Code	AUTHORIZED PERSONNEL	ADOPTED FY 09-10		PROPOSED FY 10-11	
		Full Time	Part Time	Full Time	Part Time
4160	Street Painter	<u>2.00</u>		<u>0.00</u>	
	TOTAL	<u><u>2.00</u></u>		<u><u>0.00</u></u>	

GENERAL FUND

PUBLIC WORKS AGENCY
Street Lighting

ACCOUNTING UNIT
01117630

Statement of Purpose

To provide the city of Santa Ana with a modern energy-efficient lighting system.

This program includes the design review, maintenance, and construction of street lighting systems to improve traffic and pedestrian safety, reduce maintenance costs, and discourage criminal activity.

Accomplishments in FY 08-09 & 09-10

FY 08-09

- * Continued plan review of all new projects that include new street lighting.
- * Completed inventory and update safety lights citywide.
- * Completed painting of 300 cast iron street lights.
- * Continued recabing project in Floral Park neighborhood.

FY 09-10

- * Continued investigation of the feasibility of installing energy saving devices on City-owned lighting. Installed 2 pilot LED streetlight circuits.
- * Continued plan review of all new projects that include new street lighting.
- * Completed inventory and update safety lights citywide.
- * Completed painting of 300 cast iron street lights.
- * Completed recabing project in Floral Park neighborhood and Broadway Circuit.

Action Plan for FY 2010-11

- * Continue investigating the feasibility of installing energy saving devices on City-owned lighting. Monitor and evaluate LED streetlight circuits pilots.
- * Continue plan review of all new projects that include new street lighting.
- * Complete inventory and update safety lights citywide.
- * Complete painting of 300 cast-iron street lights.

PERFORMANCE MEASURES	Actual	Actual	Estimated	Objective
	FY 07-08	FY 08-09	FY 09-10	FY10-11
Service Level				
# of Edison-owned lights	11,414	11,414	11,414	11,459
# of City-owned lights - maintained	1,630	1,630	1,630	1,703
# of City-owned lights - maintained	875	875	875	875
# of inspections - City-owned lights	12	12	12	12
Efficiency				
% of outages evaluated and referred for repair within 24 hours	100	100	100	100
Average # of days to repair outages by contractor	3	3	3	3
Annual energy costs for street lighting (\$)	1,942,449	2,080,484	2,147,375	2,197,000

GENERAL FUND

PUBLIC WORKS AGENCY					
Street Lighting				FUND	011
				Department	17
				Program	630
Account Code	LINE ITEM RESOURCES	ACTUAL FY 07-08	ACTUAL FY 08-09	PROJECTED FY 09-10	PROPOSED FY 10-11
62000	Utilities	144,525	2,080,484	2,000,000	2,197,000
62321	M&R Improvement	135,482	58,339	73,650	90,000
62322	M&R Machinery & Equipment	1,797,924	0	0	0
62300	Contract Services - Professional	0	527	0	0
	SUBTOTAL CONTRACTUAL	<u>2,077,931</u>	<u>2,139,349</u>	<u>2,073,650</u>	<u>2,287,000</u>
63001	Miscellaneous Office Expenses	9,215	24,121	30,000	30,000
	SUBTOTAL COMMODITIES	9,215	24,121	30,000	30,000
65100	Insurance Charges	143,550	143,550	143,550	143,550
65240	Public Works Admin Charges	0	0	0	119,030
	SUBTOTAL FIXED CHARGES	143,550	143,550	143,550	262,580
66220	Improvements Other Than Buildings	0	729,270	375,000	196,660
	SUBTOTAL CAPITAL	0	729,270	375,000	196,660
	TOTAL	<u><u>2,230,696</u></u>	<u><u>3,036,291</u></u>	<u><u>2,622,200</u></u>	<u><u>2,776,240</u></u>

GENERAL FUND

PUBLIC WORKS AGENCY					
Median Landscaping				FUND	011
				Department	17
				Activity	635
Account Code	LINE ITEM RESOURCES	ACTUAL FY 07-08	ACTUAL FY 08-09	PROJECTED FY 09-10	PROPOSED FY 10-11
62000	Utilities	27,442	0	0	0
62320	M&R Buildings & Grounds	574,385	0	0	0
	SUBTOTAL CONTRACTUAL	601,827	0	0	0
65040	Computer Services Charge	7,465	0	0	0
	SUBTOTAL FIXED CHARGES	7,465	0	0	0
	TOTAL	<u>609,292</u>	<u>0</u>	<u>0</u>	<u>0</u>

GENERAL FUND

PUBLIC WORKS AGENCY					FUND	011
Roadway Maintenance					Department	17
					Program	660
Account Code	LINE ITEM RESOURCES	ACTUAL FY 07-08	ACTUAL FY 08-09	PROJECTED FY 09-10	PROPOSED FY 10-11	
62300	Contract Services - Professional	<u>1,263,770</u>	<u>(784)</u>	<u>0</u>	<u>0</u>	
	SUBTOTAL CONTRACTUAL	1,263,770	(784)	0	0	
63001	Miscellaneous Office Expenses	<u>1,680</u>	<u>741</u>	<u>0</u>	<u>0</u>	
	SUBTOTAL COMMODITIES	1,680	741	0	0	
	TOTAL	<u><u>1,265,450</u></u>	<u><u>(42)</u></u>	<u><u>0</u></u>	<u><u>0</u></u>	
Class Code	AUTHORIZED PERSONNEL	ADOPTED FY 09-10		PROPOSED FY 10-11		
		Full Time	Part Time	Full Time	Part Time	

GENERAL FUND SPECIAL REVENUE

PARKS, RECREATION & COMMUNITY SERVICES
Cable TV Fund

PROGRAM
02113200

Statement of Purpose

To provide capital equipment and support services for the City's cable TV operations.

SERVICE PROGRAM

The Cable TV Fund provides the capital equipment and support services necessary to operate the City's Channel 3 cable channel. Services include City Channel 3 24/7 playback services, communication service upgrades, HD/widescreen equipment upgrades, and City facility broadcast equipment upgrades and maintenance.

GENERAL FUND SPECIAL REVENUE

PARKS, RECREATION & COMMUNITY SERVICES		ACCOUNT UNIT			
Cable TV Fund		02113200			
Object Code	LINE ITEM RESOURCES	ACTUAL FY 07-08	ACTUAL FY 08-09	PROJECTED FY 09-10	PROPOSED FY 10-11
REVENUES:					
50001	Balance from Prior Year	0	0	99,000	99,000
50054	CATV PEG Access Support	0	0	0	
58000	Earnings on Investment	0	0	0	0
		<u>0</u>	<u>0</u>	<u>99,000</u>	<u>99,000</u>
EXPENDITURES:					
62300	Contract Services - Professional	0	0	53,900	53,900
	SUBTOTAL CONTRACTUAL	0	0	53,900	53,900
63001	Misc Office Expense	2,700	0	45,100	45,100
	SUBTOTAL COMMODITIES	2,700	0	45,100	45,100
66400	Machinery & Equipment	48,654	0	0	0
	SUBTOTAL COMMODITIES	48,654	0	0	0
	TOTAL	<u>51,354</u>	<u>0</u>	<u>99,000</u>	<u>99,000</u>
Class Code	AUTHORIZED PERSONNEL	APPROVED FY 09-10		PROPOSED FY 10-11	
		Full Time	Part Time	Full Time	Part Time
	TOTAL	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>

GENERAL FUND CAPITAL PROJECTS

Parks and Recreation Special Revenue Fund	PROGRAM	Fund 2213200	
<p>PURPOSE: This fund includes donations received for Parks and Recreation related programs and capital projects.</p>			
	ACTUAL	PROJECTED	PROPOSED
	FY 08-09	FY 09-10	FY 10-11
REVENUES			
50001 Balance from Prior Year	651,586	0	510,936
57382 Donation-Tierra de las Pampas	26,625	0	0
57381 FOSAZ Revenues	470,759	0	0
57081 Gifts and Donations	158,835	0	0
57010 Miscellaneous Recoveres	82,181	0	0
58000 Earnings on Investment	19,646	0	0
TOTAL PARKS & RECREATION SPECIAL REVENUES	1,409,632	0	510,936
	ACTUAL	PROJECTED	PROPOSED
	FY 08-09	FY 09-10	FY 10-11
EXPENDITURES			
2213200 Transfer to General Fund	0	0	217,204
2213200 62300 Contract Svcs. - Professional	0	0	146,866
2213200 63001 Misc. Office Expenses	0	0	146,866
2213002 -Various-66220 Improvements Other than Buildings	650,000	0	0
TOTAL ANTICIPATED EXPENDITURES	650,000	0	510,936
<i>Park Facility Improvements</i>			FY 10-11
			0
			0
PRIOR YEAR FUNDING PROJECTS			
			0
			0
			0
TOTAL PARK FACILITIES IMPROVEMENTS			0

GENERAL FUND CAPITAL PROJECTS

Capital Outlay Fund	PROGRAM	Fund 05102002			
PURPOSE: The Capital Outlay Fund accounts for the City's capital spending. In recent years, revenue from this fund has primarily been derived through transfers from the General Fund. Prior to passage of Proposition 13 in 1978, the City set a property tax sufficient to support its capital needs and payments on City Hall. With the passage of Proposition 13, the City's flexibility in setting the property tax rate was in effect eliminated.					
		<u>ACTUAL</u> <u>FY 07-08</u>	<u>ACTUAL</u> <u>FY 08-09</u>	<u>PROJECTED</u> <u>FY 09-10</u>	<u>PROPOSED</u> <u>FY 10-11</u>
REVENUES					
51 CAPITAL OUTLAY FUND					
50001	Balance From Prior Year	0	0	1,495,152	1,565,227
57303	County-Jerome Park Contribution	0	100,000	0	0
58500	Sale of Land	2,175,000	0	0	0
53328	Scoreboard Revenue	61,000	0	0	0
57010	Miscellaneous Recoveries	268,179	272,412	358,350	354,175
53317	Soccer Field Surcharge	70,746	80,061	73,300	73,935
57960	Rental of Property	0	0	0	0
58004	Interest from Constr Fund	55,811	43,763	0	0
58004	Interest Income Trustee	64,825	10,760	0	0
59000	Cell Tower Rev from 301/011	0	500,000	0	0
TOTAL CAPITAL OUTLAY FUND REVENUES		<u>2,695,560</u>	<u>1,006,996</u>	<u>1,926,802</u>	<u>1,993,337</u>
EXPENDITURES					
05105015 Non Departmental					
66100	Land	2,922,391	361,945	0	0
66200	Buildings	540,973	0	0	0
66220	Improvements Other Than Buildings	0	280,236	0	0
		<u>3,463,364</u>	<u>642,181</u>	<u>0</u>	<u>0</u>
05113263 Park Improvements					
66220	Improvements Other Than Buildings	36,131	177,558	1,351,320	1,191,365
68000-11	Transfer to Fund 11	0	0	0	457,797
68000-11	Transfer to Fund 12	0	0	348,315	344,175
		<u>36,131</u>	<u>177,558</u>	<u>1,699,635</u>	<u>1,993,337</u>
05113264 Recreation Improvements					
66220	Improvements Other Than Buildings	0	0	227,167	0
		<u>0</u>	<u>0</u>	<u>227,167</u>	<u>0</u>
<i>City Facility Improvements</i>					
66220	Improvements Other Than Buildings	16,781	7,585	0	0
		<u>16,781</u>	<u>7,585</u>	<u>0</u>	<u>0</u>
TOTAL CAPITAL OUTLAY EXPENDITURES		<u>3,516,275</u>	<u>827,324</u>	<u>1,926,802</u>	<u>1,993,337</u>
PROJECTS					
ADD: Allocation for future projects and project contingencies (Soccer Field Surcharge)					474,511
Stadium Synthetic Turf (CIP 51-250)					150,000
Misc. Deferred Maintenance Projects					566,854
TOTAL PROJECTS					<u>1,191,365</u>

GENERAL FUND SPECIAL REVENUE

COMMUNITY DEVELOPMENT MAINTENANCE FUND
Community Development Maintenance

PROGRAM
40718842

Statement of Purpose

To provide on-going maintenance and improvements of public spaces in the City of Santa Ana

SERVICE PROGRAM

COMMUNITY DEVELOPMENT MAINTENANCE

Mission: To effectively manage the cleanliness and maintenance of the streets, sidewalks, public parking lots and other public spaces in the Downtown and surrounding area. This fund will cover charges including utility costs, signage, landscaping, irrigation, steam cleaning and litter control.

GENERAL FUND SPECIAL REVENUE

COMMUNITY DEVELOPMENT MAINTENANCE FUND		ACCOUNT UNIT			
Community Development Maintenance		40718842			
Account Code	LINE ITEM RESOURCES	ACTUAL FY 07-08	ACTUAL FY 08-09	PROJECTED FY 09-10	PROPOSED FY 10-11
62000	Utilities	10,967	16,499	40,000	40,000
62300	Contract Services-Professional	<u>282,047</u>	<u>294,111</u>	<u>446,000</u>	<u>243,160</u>
	SUBTOTAL CONTRACTUAL	293,014	310,610	486,000	283,160
63001	Misc. Office Expenses	<u>1,043</u>	<u>2,033</u>	<u>0</u>	<u>0</u>
	SUBTOTAL COMMODITIES	1,043	2,033	0	0
65400	Indirect Costs	<u>1,162</u>	<u>403</u>	<u>0</u>	<u>0</u>
	SUBTOTAL FIXED CHARGES	1,162	403	0	0
66220	Improvements Other Than Buildings	<u>3,227</u>	<u>0</u>	<u>0</u>	<u>0</u>
	SUBTOTAL CAPITAL	3,227	0	0	0
	TOTAL	<u><u>298,446</u></u>	<u><u>313,046</u></u>	<u><u>486,000</u></u>	<u><u>283,160</u></u>

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INTERNAL SERVICE FUNDS

FINANCE & MANAGEMENT SERVICES

PROGRAM

Central Services

07110100

Statement of Purpose

To provide reprographic and messenger services to all City Agencies.

This program provides in-house, at-cost services to the City Council and all Agencies. Efficient mass reprographic duplication, special one-time print order photocopying, and direct and confidential delivery messaging services with door-to-door delivery are part of standard customer service operations.

All regular delivery mail received is routed securely to its destination. Special delivery express and overnight mail is delivered by Messenger on arrival to destination. Reprographic orders are also delivered after production. Agencies can utilize online capabilities to forward a digital document for perfect black/white and vivid color copies.

Accomplishments in FY 08-09 & FY 09-10

- * Acquired responsibility for printing and distribution preparation for Payroll, A/P and Housing checks.
- * Increased number of copiers in the lease program.
- * Reduced mail delivery service level to be commensurate with staff reductions.
- * Participated with SAUSD Adult Transition Program by providing mail delivery training to a student.

Action Plan for FY 2010-11

- * Continue to provide reprographic and mail delivery services to all City Agencies.

PERFORMANCE MEASURES	Actual	Actual	Estimated	Objective
	FY 07-08	FY 08-09	FY 09-10	FY 10-11
Service Level				
# of in-house impressions made	6,718,951	6,243,397	5,853,442	5,472,968
# of pieces of outgoing mail posted	477,000	393,583	378,175	363,048
Efficiency				
Aver. # of days to complete duplicating requests	1	1	1	1
% of copy requests completed w/in 2 work-days	99%	99%	100%	100%
Savings on Metered Mail	\$9,200	\$8,664	\$9,344	\$9,344

INTERNAL SERVICE FUNDS

FINANCE & MANAGEMENT SERVICES		ACCOUNTING UNIT			
Central Services		07110100			
Object Code	LINE ITEM RESOURCES	ACTUAL FY 07-08	ACTUAL FY 08-09	PROJECTED FY 09-10	PROPOSED FY 10-11
REVENUES					
50001	Prior Year Carry Forward	21,759	18,475	0	0
56000	Charges to Departments	932,784	933,173	894,000	801,693
57000	Expense Reimbursement	0	0	0	0
57991	Miscellaneous Receipts	6,623	975	1,366	130
58000	Earnings on Investments	21,564	12,906	17,036	7,023
	TOTAL REVENUES	<u>982,730</u>	<u>965,529</u>	<u>912,402</u>	<u>808,847</u>
EXPENDITURES					
61000	Salaries & Wages-Regular	170,443	161,789	214,935	218,800
61020	Salaries & Wages-Temporary	32,465	40,268	29,185	29,205
61030	Salaries & Wages Overtime	995	161	900	900
61100	Retirement Plan	8,528	9,468	19,100	18,380
66110	Part-Time Retirement	0	0	0	1,045
61120	Medicare Insurance	2,763	2,746	3,320	3,370
61130	Employees Insurance	17,399	15,289	25,375	24,210
61170	Retiree Health Insurance	1,440	2,165	3,760	3,830
61180	Compensation Insurance	3,056	3,022	3,565	3,620
62302	Other Personnel Services	0	0	0	0
	SUBTOTAL PERSONNEL	<u>237,087</u>	<u>234,907</u>	<u>300,140</u>	<u>303,360</u>
62010	Communications	3,624	4,369	4,000	4,000
62120	Training & Transportation	7,139	7,896	15,000	15,000
62322	M&R Machinery & Equipment	98,517	97,690	120,000	120,000
62300	Other Contractual Services	35,252	23,513	38,245	38,245
62501	Lease Payments	0	0	0	0
62600	Parking Validation	0	0	0	0
62700	Auto Expense	0	0	0	0
	SUBTOTAL CONTRACTUAL	<u>144,531</u>	<u>133,469</u>	<u>177,245</u>	<u>177,245</u>
63020	Postage	225,973	251,000	275,000	275,000
63001	Operating Materials & Supplies	74,865	72,609	76,605	76,605
	SUBTOTAL COMMODITIES	<u>300,838</u>	<u>323,609</u>	<u>351,605</u>	<u>351,605</u>
65010	Equipment Rental, City	7,634	8,180	8,180	8,180
65100	Insurance (Risk Management)	8,605	8,605	8,605	8,605
65050	Information Services Strategic Plan	10,000	10,000	10,000	10,000
65000	Building & Site Rental	80,390	86,015	86,015	86,015
65205	Internal Depts. Personnel Chrgs.	0	0	10,000	10,000
65400	Indirect Operating Expenses	30,186	19,072	18,570	29,015
66000	Depreciation Expense	0	0	0	0
	SUBTOTAL FIXED CHARGES	<u>136,815</u>	<u>131,872</u>	<u>141,370</u>	<u>151,815</u>
66400	Machinery & Equipment	0	0	0	0
66510	Computer Software	0	0	0	0
	SUBTOTAL CAPITAL	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>
	TOTAL	<u>819,271</u>	<u>823,857</u>	<u>970,360</u>	<u>984,025</u>
Class Code	AUTHORIZED PERSONNEL	ADOPTED FY 09-10		PROPOSED FY 10-11	
		Full Time	Part Time	Full Time	Part Time
1190	Executive Director, Finance & Management	0.07		0.07	
0190	Administrative Services Manager	0.25		0.25	
0150	Senior Management Analyst	0.10		0.10	
7030	Central Services Supervisor	1.00		1.00	
7260	Reprographic Equipment Operator	2.00		2.00	
7170	Mail Clerk/Messenger	1.00		1.00	
7260	Reprographic Equipment Operator (PT)				
	Clerical Aide		2.00		2.00
	TOTAL	<u>4.42</u>	<u>2.00</u>	<u>4.42</u>	<u>2.00</u>

INTERNAL SERVICE FUNDS

FINANCE & MANAGEMENT SERVICES		ACCOUNTING UNIT			
Copier Lease Program		07210101			
Object Code	LINE ITEM RESOURCES	ACTUAL FY 07-08	ACTUAL FY 08-09	PROJECTED FY 09-10	PROPOSED FY 10-11
<u>REVENUES</u>					
56000	Charges to Departments	14,925	29,278	65,000	76,000
58000	Earning on Investment	271	99	220	220
	TOTAL REVENUES	<u>15,196</u>	<u>29,377</u>	<u>65,220</u>	<u>76,220</u>
 <u>EXPENDITURES</u>					
62300	Contractual Services - Professional	550	(1,285)	0	1,000
62501	Operating Lease Expense	16,132	37,772	65,000	75,000
66400	Machinery & Equipment	337	0	220	220
	SUBTOTAL CAPITAL	<u>17,018</u>	<u>36,487</u>	<u>65,220</u>	<u>76,220</u>
	TOTAL EXPENDITURES	<u>17,018</u>	<u>36,487</u>	<u>65,220</u>	<u>76,220</u>
	 Capital Outlay	0	0	0	0

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INTERNAL SERVICE FUNDS

FINANCE & MANAGEMENT SERVICES		FUND 073			
Building Maintenance					
Object Code	LINE ITEM RESOURCES	ACTUAL FY 07-08	ACTUAL FY 08-09	PROJECTED FY 09-10	PROPOSED FY 10-11
<u>REVENUES</u>					
50001	Prior Year Balance	152,287	0	0	154,025
56100	McFadden Learning Center	47,990	51,350	51,350	51,350
56101	Newhope Branch Library	46,116	49,345	49,345	49,345
56102	Rental - City Hall	1,235,099	1,323,280	1,323,645	1,323,645
56103	Rental - New Corporate Yard	575,432	615,715	615,715	615,715
56104	Rental - El Salvador Building	23,090	24,705	24,705	24,705
56105	Rental - Jerome Building	38,084	40,750	40,750	40,750
56106	Rental - Ross Annex	723,991	774,670	774,670	774,670
56107	Rental - Santa Anita Building	7,550	16,108	8,080	8,080
56108	Rental - Senior Citizen Center	48,169	43,512	51,540	51,540
56109	Rental - Police Facility	573,660	650,329	513,815	513,815
56110	Rental - Library Building	219,083	197,906	234,420	234,420
56111	Rental - Corbin Center	44,394	47,505	47,505	47,505
56112	Rental - Police Substation	6,552	7,010	7,010	7,010
56113	Rental - Southwest Senior Center	44,394	47,505	47,505	47,505
	Rental - Fire Department	0	0	0	105,440
57000	Expense Reimburesement	32,678	0	0	0
58000	Earnings on Investments	5,839	114	0	0
59000	Transfer in from General Fund	0	250,000	250,000	0
59000	Transfer in from I.S. Fund	0	0	0	0
	TOTAL REVENUES	<u>3,824,408</u>	<u>4,139,804</u>	<u>4,040,055</u>	<u>4,049,520</u>
<u>EXPENDITURES</u>					
07310100	Building Maintenance	2,622,701	2,743,246	3,329,075	2,994,855
07310101	Custodial Services	890,021	970,794	938,330	1,054,665
	TOTAL EXPENDITURES	<u>3,512,722</u>	<u>3,714,040</u>	<u>4,267,405</u>	<u>4,049,520</u>
<p><i>Note: The Building Maintenance Program makes each City agency a "tenant" at cost. Agencies are charged a rental rate per square foot based on actual maintenance costs. Rental charges for maintenance and repair of the buildings are the primary source of Fund 073 revenue.</i></p>					
Class Code	AUTHORIZED PERSONNEL	ADOPTED FY 09-10		PROPOSED FY 10-11	
		Full Time	Part Time	Full Time	Part Time
1190	Executive Director, Finance & Management	0.15		0.15	
1180	Assistant Director, Finance & Mgmt Svs.	0.05		0.05	
4375	Facility Maintenance Superintendent	1.00		1.00	
4310	Building Maintenance Supervisor	2.00		2.00	
4140	Building Maintenance Technician	7.00		8.00	
4315	Building Maintenance Aide	1.00		1.00	
4090	Custodian Supervisor	1.00		1.00	
4020	Custodian (Lead)	1.00		1.00	
4000	Custodian	7.00		2.00	
4005	Custodial Aide/Porter	1.00		1.00	
7010	Accounting Assistant	1.00		0.00	
7280	Senior Accounting Assistant	0.00		1.00	
9170	Janitor		9.00		9.00
4140	Building Maintenance Technician (P/T)		1.00		1.00
8100	Sr. Administrative Intern		1.00		1.00
9740	Painter (PT)		1.00		1.00
	TOTAL	<u>22.20</u>	<u>12.00</u>	<u>18.20</u>	<u>12.00</u>

INTERNAL SERVICE FUNDS

FINANCE & MANAGEMENT SERVICES	PROGRAM			
Building Maintenance - Facilities	07310100			
Statement of Purpose				
<p><i>To maintain safe, secure, attractive, and energy-efficient City facilities and equipment (assets) through regular preventive maintenance (PM), certifications, energy management, and custodial services.</i></p> <p>This program is responsible for maintaining one million square feet that covers 38 city buildings including City Hall and the Police Holding & Administration Facility. Asset Management is accomplished through an extensive preventive maintenance program which increases the life cycle of the asset while reducing repair and replacement costs. The program also manages janitorial services (both in-house and contract) needed to keep city facilities at a high standard of appearance and cleanliness.</p>				
Accomplishments in FY 09-10				
<ul style="list-style-type: none"> * Monitored and managed energy consumption to meet energy reduction plan. * Engineered and installed a new fire and control system at City Hall. * Engineered and replaced the roof at City Hall and the Council Chamber. * Remodeled 4th floor of City Hall. * Engineered and installed new digital controlled valves to replace obsolete pneumatic valves at City Hall HVAC system. 				
Action Plan for FY 2010-11				
<ul style="list-style-type: none"> * Monitor and manage energy consumption to meet energy reduction plan. * Engineer and replace the roof at City Hall and the Council Chamber * Install energy efficient air conditioning devices at McFadden LCr, Corporate Yard, SW Senior Center, Fire Stations 1,3,4,6. * Engineer and replace the roof at South West Senior Center. * Investigate the use of co-generation for the Police Facility. * Find Funds to complete \$ 500,000 of deferred maintenance to City Facilities. 				
PERFORMANCE MEASURES	Actual	Actual	Estimated	Objective
	FY 07-08	FY 08-09	FY 09-10	FY 10-11
Service Level				
Total square footage maintained	1,229,867	1,229,867	1,229,867	1,229,867
Number of Work Orders	13,500	13,500	13,500	13,500
Efficiency				
Square feet maintained per Supervisor/Technician				
City of Santa Ana	123,733	123,733	123,733	123,733
Industry Average	65,000	65,000	65,000	65,000
Square feet maintained per Custodian				
City of Santa Ana	28,103	28,103	28,103	28,103
Industry Average	21,000	21,000	21,000	21,000
Effectiveness				
% of Building Maintenance emergencies responded to in less than 2 hours	100%	100%	100%	100%
% of Work Orders (Preventive Maintenance) completed within 7 working days	100%	100%	100%	100%
% of Work Orders (Project Type) completed within 7 working days	100%	100%	100%	100%

INTERNAL SERVICE FUNDS

FINANCE & MANAGEMENT SERVICES		ACCOUNTING UNIT			
Building Maintenance		07310100			
Object Code	LINE ITEM RESOURCES	ACTUAL FY 07-08	ACTUAL FY 08-09	PROJECTED FY 09-10	PROPOSED FY 10-11
61000	Salaries & Wages-Regular	610,462	716,909	789,525	867,145
61020	Salaries & Wages-Temporary	12,933	0	0	0
61040	Salaries & Wages-Overtime	10,755	11,484	8,000	8,000
61100	Retirement Plan	29,535	39,279	66,320	68,850
61110	Part-Time Retirement	0	0	0	0
61120	Medicare Insurance	7,726	8,551	10,215	9,705
61130	Employees Insurance	90,639	110,826	132,630	133,370
61170	Retiree Health Insurance	5,362	9,804	13,815	14,345
61180	Compensation Insurance	56,128	66,675	90,240	101,215
	SUBTOTAL PERSONNEL	823,540	963,528	1,110,745	1,202,630
62000	Utilities	783,600	778,372	848,855	848,855
62010	Communications	15,781	16,492	15,000	15,000
62120	Training & Transportation	4,204	1,955	3,500	3,500
62140	Membership, Subscriptions & Dues	17,043	26,587	15,000	15,000
62300	Contract Services - Professional	509,719	524,046	692,900	366,000
62302	Contract Vendor - Personnel Services	322	0	0	0
62310	Janitorial & Housekeeping	11,687	1,988	0	0
62320	Maintenance & Repair Buildings & Ground	3,005	(6)	0	9,000
62700	Auto Expense	0	0	0	350
	SUBTOTAL CONTRACTUAL	1,345,360	1,349,434	1,575,255	1,257,705
63000	Office Supplies	413	3,778	0	0
63001	Misc. Office Expense	105,099	117,162	80,000	74,820
63100	Uniforms and Tools	0	1,264	0	630
63200	Oper. Materials & Supplies-Bldgs. & Grnds.	0	0	0	4,200
	SUBTOTAL COMMODITIES	105,512	122,204	80,000	79,650
6511	Equipment Rental, City	21,503	25,960	25,960	25,960
6521	Insurance (Risk Management)	11,805	11,805	11,805	11,805
6537	Automation Plan	18,430	5,000	18,430	18,430
6571	Building Rental	0	0	0	0
6590	Indirect Operating Expenses	94,409	69,198	60,770	102,565
6591	Depreciation Expense	0	0	0	0
	SUBTOTAL FIXED CHARGES	146,147	111,963	116,965	158,760
6621	Buildings	1,447	0	250,000	100,000
6641	Machinery & Equipment	0	0	0	0
6661	Computer Software	4,577	0	0	0
	SUBTOTAL CAPITAL	6,025	0	250,000	100,000
6771	Capitalized Lease Obligation	196,118	196,118	196,110	196,110
	SUBTOTAL DEBT SERVICE	196,118	196,118	196,110	196,110
6800	Transfer to General Fund	0	0	0	0
	SUBTOTAL TRANSFERS	0	0	0	0
	TOTAL	2,622,701	2,743,246	3,329,075	2,994,855

Class Code	AUTHORIZED PERSONNEL	ADOPTED FY 09-10		PROPOSED FY 10-11	
		Full Time	Part Time	Full Time	Part Time
1190	Executive Director, Finance & Management	0.08		0.08	
1180	Assistant Director of Finance & Mgmt Svs.	0.05		0.05	
4375	Facility Maintenance Superintendent	0.60		0.60	
4310	Building Maintenance Supervisor	2.00		2.00	
4140	Building Maintenance Technician*	7.00		8.00	
4315	Building Maintenance Aide	1.00		1.00	
7010	Accounting Assistant	1.00		0.00	
7280	Senior Accounting Assistant	0.00		1.00	
4140	Building Maintenance Technician (PT)		1.00		1.00
9041	Account Clerk I		0.00		0.00
8100	Sr. Administrative Intern		1.00		1.00
9740	Painter (PT)		1.00		1.00
	TOTAL	11.73	3.00	12.73	3.00

* One Fire Alarm & Maint. Tech reallocated into a Building Maint. Tech.

INTERNAL SERVICE FUNDS

FINANCE & MANAGEMENT SERVICES		PROGRAM		
Custodial Services		07310101		
Statement of Purpose				
<p><i>To maintain safe, secure, attractive, and energy-efficient City facilities and equipment (assets) through regular preventive maintenance (PM), engineering services, energy management, and custodial services.</i></p> <p>This program is responsible for maintaining one million square feet that covers 38 city buildings including City Hall and the Police Holding & Administration Facility. Asset Management is accomplished through an extensive preventive maintenance program which increases the life cycle of the asset while reducing repair and replacement costs. The program also manages janitorial services (both in-house and contract) needed to keep city facilities at a high standard of appearance and cleanliness.</p>				
Accomplishments in FY 08-09 & FY 09-10				
<ul style="list-style-type: none"> * Continued quality custodial service at each of our recreation & senior centers. * Continued quality custodial service at each of our park restrooms. 				
Action Plan for FY 2010-11				
<ul style="list-style-type: none"> * Improve overall quality of building maintenance through improved inspection frequencies and communication to contractors. 				
PERFORMANCE MEASURES	Actual	Actual	Estimated	Objective
	FY 07-08	FY 08-09	FY 09-10	FY 10-11
Service Level				
Custodial maint. to Santa Ana Senior Center.	5 days/wk	5 days/wk	5 days/wk	5 days/wk
Custodial maint. to Southwest Snr. Center.	5 days/wk	5 days/wk	5 days/wk	5 days/wk
Custodial maint. to Memorial Center.	5 days/wk	5 days/wk	5 days/wk	5 days/wk
Custodial maint. to Salgado Center.	7 days/wk	7 days/wk	7 days/wk	7 days/wk
Custodial maint. to Jerome.	5 days/wk	5 days/wk	5 days/wk	5 days/wk
Custodial maint. to Logan Center.	3 days/wk	3 days/wk	3 days/wk	3 days/wk
Custodial maint. to Cypress Center.	3 days/wk	3 days/wk	3 days/wk	3 days/wk
Custodial maint. to Sandpointe Center.	1 days/wk	1 days/wk	1 days/wk	1 days/wk
Custodial maint. to El Salvador Center.	5 days/wk	5 days/wk	5 days/wk	5 days/wk
Custodial maint. to Santa Anita Center.	5 days/wk	5 days/wk	5 days/wk	5 days/wk
Custodial maint. to Cabrillo Tennis Center.	3 days/wk	3 days/wk	3 days/wk	3 days/wk
Custodial maint. to Corbin Center.	5 days/wk	5 days/wk	5 days/wk	5 days/wk

INTERNAL SERVICE FUNDS

FINANCE & MANAGEMENT SERVICES		ACCOUNTING UNIT			
Custodial Maintenance		07310101			
Object Code	LINE ITEM RESOURCES	ACTUAL FY 07-08	ACTUAL FY 08-09	PROJECTED	PROPOSED FY 10-11
61000	Salaries & Wages-Regular	318,471	340,201	431,730	324,690
61020	Salaries & Wages-Temporary	82,001	84,061	89,795	86,160
61030	Salaries & Wages-Overtime	2,450	1,024	0	0
61100	Retirement Plan	18,203	20,774	39,635	27,275
61110	Part-Time Retirement	0	0	0	3,230
61120	Medicare Insurance	3,188	3,371	4,830	4,185
61130	Employees Insurance	58,074	58,411	86,305	64,635
61170	Retiree Health Insurance	3,352	4,294	7,555	5,680
61180	Compensation Insurance	41,431	41,957	63,830	48,400
62302	Other Personnel Services	0	0	0	0
	SUBTOTAL PERSONNEL	<u>527,170</u>	<u>554,091</u>	<u>723,680</u>	<u>564,255</u>
62000	Utilities	0	0	0	0
62120	Training & Transportation	450	450	0	0
62310	Janitorial & Housekeeping	276,871	351,030	145,000	412,000
62300	Other Contractual Services	334	0	0	0
62700	Auto Expense	0	0	0	350
	SUBTOTAL CONTRACTUAL	<u>277,656</u>	<u>351,480</u>	<u>145,000</u>	<u>412,350</u>
63001	Miscellaneous Operating Expense	2,288	3,085	8,000	8,000
	SUBTOTAL COMMODITIES	<u>2,288</u>	<u>3,085</u>	<u>8,000</u>	<u>8,000</u>
65010	Equipment Rental, City	11,375	10,105	10,105	10,105
65100	Insurance (Risk Management)	11,805	11,805	11,805	11,805
65050	Automation Plan	0	0	0	0
65000	Building Rental	0	0	0	0
65400	Indirect Operating Expenses	59,728	40,228	39,740	48,150
	SUBTOTAL FIXED CHARGES	<u>82,907</u>	<u>62,138</u>	<u>61,650</u>	<u>70,060</u>
66400	Machinery & Equipment	0	0	0	0
	SUBTOTAL CAPITAL	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>
	TOTAL	<u><u>890,021</u></u>	<u><u>970,794</u></u>	<u><u>938,330</u></u>	<u><u>1,054,665</u></u>

Class Code	AUTHORIZED PERSONNEL	ADOPTED FY 09-10		PROPOSED FY 10-11	
		Full Time	Part Time	Full Time	Part Time
1190	Executive Director, Finance & Management	0.07		0.07	
4375	Facility Maintenance Superintendent	0.40		0.40	
4090	Custodian Supervisor	1.00		1.00	
4020	Custodian (Lead)	1.00		1.00	
4000	Custodian	7.00		2.00	
4005	Custodial Aide/Porter	1.00		1.00	
9170	Janitor		5.00		5.00
	TOTAL	<u>10.47</u>	<u>5.00</u>	<u>5.47</u>	<u>5.00</u>

INTERNAL SERVICE FUNDS

FINANCE & MANAGEMENT SERVICES		ACCOUNTING UNIT			
Fleet Maintenance		07510100			
Object Code	LINE ITEM RESOURCES	ACTUAL FY 07-08	ACTUAL FY 08-09	PROJECTED FY 09-10	PROPOSED FY 10-11
<u>REVENUES</u>					
FUND 75 - EQUIPMENT MAINTENANCE					
59000	Equipment Rental Charges	8,989,837	9,429,926	8,924,585	8,440,321
56000	Charges to Department	0	0	0	0
57006	Expense Reimbursement	87,988	28,042	30,000	17,084
57903	Sales Tax Recoveries	120,853	143,117	106,605	24,934
58000	Earnings on Investments	0	0	120,000	47,737
5990	Capital Contributions	0	0	0	0
	TOTAL FUND 75 REVENUES	9,198,678	9,601,085	9,181,190	8,530,076
 EXPENDITURES					
07510100	Fleet Maintenance	6,697,878	6,501,800	7,110,295	7,408,195
07510101	Equipment Replacement*	0	0	1,370,000	2,000,000
07510102	Stores & Property Control	467,801	494,384	547,805	566,635
	TOTAL EXPENDITURES	7,165,679	6,996,184	9,028,100	9,974,830
	Interfund Transfer to Fund 11	0	0	2,241,460	0
	Interfund Transfer to Fund 76	2,265,500	3,263,000	0	0
<p>* Prior to FY 09-10, expenditures were accounted for under Fund 76.</p> <p><i>Note:</i> Fleet Services performs equipment maintenance and repair for all City agencies. A rental rate is charged for mobile mechanical and automotive equipment assigned to the various agencies. The agency pays rent for the use of the equipment, preventive maintenance, repair, and the cost of replacing the item when it becomes obsolete or can no longer be repaired economically. Rent charges are the main source of revenue for fleet operations. Rental rates are reviewed quarterly and aligned to actual costs.</p>					

INTERNAL SERVICE FUNDS

FINANCE & MANAGEMENT SERVICES
Fleet Maintenance

PROGRAM
07510100

Statement of Purpose

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

This program is responsible for the efficient maintenance, repair, and replacement of all City vehicles, motorcycles, scooters, fire apparatus, construction and park maintenance equipment. This is done through rigid preventive maintenance programs, timely replacement schedules, and the purchase of good quality equipment.

Accomplishments in FY 2009-10

- * Completed State mandated smog inspections.
- * Completed State mandated aerial inspections.
- * Completed State mandated diesel smoke inspections.
- * Completed installation of computers to shop floor.
- * Completed Phase III CNG Fast Fill and storage expansion.
- * Completed Fleet Management System upgrade.
- * Completed Bar Coding in Fleet Parts.
- * Completed Fuel monitoring system at City Yard and PD fueling sites.
- * Established agreement with Orange County for equipment installation.
- * Continued to provide quality service to all departments.

Action Plan for FY 2010-11

- * Explore additional CNG expansion projects.
- * Continue to gather information from new Fleet Management System.
- * Continue to gather information from new fuel Management System.
- * Continue to offer insourcing services to outside agencies.
- * Continue to provide quality service to all departments.

PERFORMANCE MEASURES	Actual	Actual	Estimated	Objective
	FY 07-08	FY 08-09	FY 09-10	FY 10-11
Service Level				
# of vehicles maintained (rolling stock)	825	815	850	850
# of miscellaneous equipment maintained	50	40	40	40
TOTAL	875	855	890	890
Efficiency				
# of items maintained per mechanic/technician:				
Vehicles	44.4	45.3	65.4	65.4
Miscellaneous equipment	2.8	2.2	3.1	3.1
TOTAL	47.2	47.5	68.5	68.5
<i>Note: Small engine repairs are contracted locally.</i>				
Effectiveness				
Average # of units "out-of-service" per day	38	38	40	40
% of total fleet units "out-of-service" per day	4.6%	4.4%	4.5%	4.5%

INTERNAL SERVICE FUNDS

FINANCE & MANAGEMENT SERVICES		ACCOUNTING UNIT			
Fleet Maintenance		07510100			
Object Code	LINE ITEM RESOURCES	ACTUAL FY 07-08	ACTUAL FY 08-09	PROJECTED FY 09-10	PROPOSED FY 10-11
61000	Salaries & Wages-Regular	1,868,687	1,981,192	2,250,260	2,381,885
61020	Salaries & Wages-Temporary	75,872	103,654	68,370	62,900
61040	Salaries & Wages-Overtime	13,328	23,454	10,000	10,000
61100	Retirement Plan	92,605	106,489	191,585	196,090
61120	Medicare Insurance	11,863	13,393	12,830	2,360
61130	Employees Insurance	260,020	276,176	345,420	22,505
61170	Retiree Health Insurance	18,371	26,154	39,380	371,985
61180	Compensation Insurance	245,985	249,109	285,170	40,850
62302	Other Personnel Services	0	1,715	0	285,080
	SUBTOTAL PERSONNEL	2,586,733	2,781,335	3,203,015	3,373,655
62010	Communications	35,940	24,227	24,630	24,630
62120	Training & Transportation	9,330	7,691	6,765	6,765
62140	Other Agency Services	360	0	4,765	4,765
62300	Other Contractual Services	141,563	99,540	70,000	70,000
62322	M&R Machinery & Equipment	492,246	655,613	610,000	610,000
62700	Auto Expense	0	0	0	2,000
	SUBTOTAL CONTRACTUAL	679,440	787,072	716,160	718,160
63001	Operating Materials & Supplies	996,872	851,160	934,030	684,030
63101	Mechanic Tool Allocation	14,781	16,526	0	15,000
63202	M&S Equipment	1,472	5,587	0	250,000
63300	Gas & Diesel	1,629,732	1,298,381	1,451,020	1,451,020
63301	Alternative Fuel	0	21,468	32,000	32,000
	SUBTOTAL COMMODITIES	2,642,857	2,193,121	2,417,050	2,432,050
65010	Equipment Rental, City	53,559	60,315	60,315	60,315
65050	Automation Plan	30,565	30,565	30,565	30,565
65020	City Yard Rent	372,025	391,740	391,740	391,740
65100	Insurance (Risk Management)	39,010	39,010	39,010	39,010
65400	Indirect Operating Expenses	291,885	199,158	177,440	287,700
66000	Depreciation	0	0	0	0
	SUBTOTAL FIXED CHARGES	787,044	720,788	699,070	809,330
66400	Machinery & Equipment	1,805	19,483	75,000	75,000
	SUBTOTAL FIXED CHARGES	1,805	19,483	75,000	75,000
69600	Loss or Gain on Fixed Assets	0	0	0	0
68000	Transfer to Fund 76	2,265,500	3,263,000	0	0
68000	Transfer to Fund 11	0	0	2,241,460	0
		2,265,500	3,263,000	2,241,460	0
	TOTAL	8,963,378	9,764,800	9,351,755	7,408,195

Class Code	AUTHORIZED PERSONNEL	ADOPTED FY 09-10		PROPOSED FY 10-11	
		Full Time	Part Time	Full Time	Part Time
1190	Executive Director of Finance & Mgmt Svc.	0.43		0.43	
4780	Corporate Yard /Fleet Services Mgr	1.00		1.00	
4770	Fleet Supervisor	4.00		4.00	
4500	Fleet Equipment Technician III	4.00		4.00	
4730	Fleet Equipment Technician II	14.00		14.00	
5300	Assistant Fleet Equipment Technician	1.00		1.00	
5000	Fleet Parts Specialist	2.00		2.00	
0150	Senior Management Analyst	0.00		0.10	
1720	Management Aide	0.00		1.00	
7010	Accounting Assistant	1.00		1.00	
9140	Equipment Service Attendant (PT)		3.00		3.00
	TOTAL	27.43	3.00	28.53	3.00

INTERNAL SERVICE FUNDS

FINANCE & MANAGEMENT SERVICES		ACCOUNTING UNIT			
Equipment Replacement		07510101			
Object Code	LINE ITEM RESOURCES	ACTUAL FY 07-08	ACTUAL FY 08-09	PROJECTED FY 09-10	PROPOSED FY 10-11
63001	Miscellaneous Operating Expense	0	0	82,885	82,885
65050	I.S. Strategic Plan	37,115	0	37,115	37,115
66400	Machinery & Equipment	1,992,652	504,224	1,250,000	2,000,000
	SUBTOTAL TRANSFERS	<u>2,029,767</u>	<u>504,224</u>	<u>1,370,000</u>	<u>2,120,000</u>
	TOTAL	<u><u>2,029,767</u></u>	<u><u>504,224</u></u>	<u><u>1,370,000</u></u>	<u><u>2,120,000</u></u>

INTERNAL SERVICE FUNDS

FINANCE & MANAGEMENT SERVICES		PROGRAM		
Stores & Property Control		07510102		
Statement of Purpose				
<p><i>To order receive, store, issue, and dispose of material and property for all City departments.</i></p> <p>This program is responsible for maintaining a warehouse inventory by ordering, receiving, issuing, and delivering material and supplies for all departments. Requirements are determined in advance with department heads. Inventories are then established or revised to meet current demands. This program also maintains capital property records and disposes of surplus materials, unclaimed property, and hazardous wastes.</p>				
Accomplishments in FY 09-10				
<ul style="list-style-type: none"> * Performed full count physical inventory in Stores and Fleet parts. * Continued to store and monitor emergency supplies for the City's EOC. * Monitor and control pool vehicles. * Conducted a full Capital Asset inventory. * Completed forklift training of Stores and Fleet employees as part of our safety program. * Coordinate Ride-Share program for City Yard. * Completed modifications for Finance back-up EOC. * Implemented new Lawson System. 				
Action Plan for FY 10-11				
<ul style="list-style-type: none"> * Continue training of Central Store's staff on hazardous material handling. * Continue capital asset inventory updates for the entire City. * Continue to coordinate disposal of surplus property. * Continue to provide safe car pool vehicles. * Continue to update City's recycling program. * Coordinate Ride-Share program for City Yard. * Continue to store and monitor emergency supplies for the City's EOC. * Continue to provide forklift training. 				
PERFORMANCE MEASURES	Actual	Actual	Estimated	Objective
	FY 07-08	FY 08-09	FY 09-10	FY 10-11
Service Level				
# of items issued	77,000	76,000	77,000	77,000
# of product-line items issued	51,000	50,000	51,000	51,000
# of product-line items received	48,500	48,000	48,500	48,500
# of property transfers	1,100	1,000	1,000	1,000
# of surplus items disposed	1,200	1,500	1,500	1,500
Efficiency				
Per full-time equivalent Stock Clerk:				
Average # of items issued	76,000	76,000	76,000	76,000
Average # of items received	50,000	50,000	50,000	50,000
Effectiveness				
% of requests processed within 24 hours	99%	99%	99%	99%
% of items disposed on schedule	100%	100%	100%	100%

INTERNAL SERVICE FUNDS

FINANCE & MANAGEMENT SERVICES		ACCOUNTING UNIT			
Stores & Property Control		07510102			
Object Code	LINE ITEM RESOURCES	ACTUAL FY 07-08	ACTUAL FY 08-09	PROJECTED FY 09-10	PROPOSED FY 10-11
61000	Salaries & Wages-Regular	174,883	185,850	209,685	212,625
61020	Salaries & Wages-Temporary	17,762	19,094	38,020	39,070
61040	Salaries & Wages-Overtime	3,745	3,884	2,000	2,000
61100	Retirement Plan	8,811	10,779	19,040	2,000
61110	Part-Time Retirement	0	0	0	19,325
61120	Medicare Insurance	2,742	2,931	3,590	3,560
61130	Employees Insurance	28,194	29,209	34,755	36,850
61170	Retiree Health Insurance	1,783	2,530	3,670	3,720
61180	Compensation Insurance	2,482	2,649	2,690	2,735
62302	Other Contractual Services	0	2,212	0	0
	SUBTOTAL PERSONNEL	<u>240,402</u>	<u>259,138</u>	<u>313,450</u>	<u>321,885</u>
62010	Communications	7	0	500	500
62120	Training & Transportation	180	256	1,000	1,000
62300	Other Contractual Services	658	2,522	3,500	3,500
	SUBTOTAL CONTRACTUAL	<u>845</u>	<u>2,777</u>	<u>5,000</u>	<u>5,000</u>
63202	Operating Materials & Supplies Equipment	0	0	0	0
63001	Operating Materials & Supplies	1,764	7,816	6,000	6,000
	SUBTOTAL COMMODITIES	<u>1,764</u>	<u>7,816</u>	<u>6,000</u>	<u>6,000</u>
65010	Equipment Rental, City	14,213	13,975	13,975	13,975
65100	Insurance (Risk Management)	2,560	2,560	2,560	2,560
65050	Information Systems Strategic Plan	0	0	0	0
65020	Corporate Yard Rental	178,870	188,350	188,350	188,350
65400	Indirect Operating Expenses	29,147	19,768	18,470	28,865
	SUBTOTAL FIXED CHARGES	<u>224,789</u>	<u>224,653</u>	<u>223,355</u>	<u>233,750</u>
	TOTAL	<u><u>467,801</u></u>	<u><u>494,384</u></u>	<u><u>547,805</u></u>	<u><u>566,635</u></u>
Class Code	AUTHORIZED PERSONNEL	ADOPTED FY 09-10		PROPOSED FY 10-11	
		Full Time	Part Time	Full Time	Part Time
1190	Executive Director, Finance & Management	0.03		0.03	
1320	Storekeeper	1.00		1.00	
7250	Property Control Specialist	1.00		1.00	
1310	Stock Clerk	1.00		1.00	
9470	Stores Aide (PT)		3.00		3.00
	TOTAL	<u>3.03</u>	<u>3.00</u>	<u>3.03</u>	<u>3.00</u>

INTERNAL SERVICE FUNDS

FINANCE & MANAGEMENT SERVICES		PROGRAM		
Corporate Yard Operations		08510138		
Statement of Purpose				
<p><i>To maintain a safe, secure, and highly efficient City Yard that provides quality services to tenants and users.</i></p> <p>This program accounts for all revenues and expenditures associated with ongoing maintenance and operations of the corporate yard at Daisy/Center Street. The facility consists of 11.5 acres with about 140,000 square feet of structures.</p>				
Accomplishments in FY 09-10				
<ul style="list-style-type: none"> * Completed NPDES required up-grades and modifications to storm drain systems. * Performed quarterly NPDES inspections and correct issues found. * Completed Orange County Hazardous Waste inspection report. * Completed annual AQMD mandated fuel vapor monitoring testing. * Completed AQMD vapor recovery upgrades to fuel system. * Completed AQMD required modifications to waste oil storage tanks. * Completed annual AQMD mandated fuel vapor monitoring testing. * Completed AQMD mandated monthly UTS inspection reports. * Completed installation of fuel monitoring system at City Yard and PD. * Completed installing additional slow CNG fill stations. * Completed installation of CNG fast fill and storage. * Completed Security System evaluation. * Continued to provide a safe, clean working environment for all tenants. 				
Action Plan for FY 2010-11				
<ul style="list-style-type: none"> * Complete security system modifications. * Upgrade Fleet car wash. * Perform quarterly NPDES inspections and correct issues found. * Complete Orange County Hazardous Waste inspection report. * Complete annual AQMD mandated fuel vapor monitoring testing. * Complete AQMD mandated monthly UTS inspection reports. * Continue to provide a safe, clean working environment for all tenants. 				
PERFORMANCE MEASURES	Actual	Actual	Estimated	Objective
	FY 07-08	FY 08-09	FY 09-10	FY 10-11
Service Level				
Total acreage maintained	12	12	12	12
Total square footage of structures	140,000	140,000	140,000	140,000
Efficiency				
Annual maintenance and operating cost of structures and surfaces per square foot	\$1.95	\$1.95	\$ 2.12	\$ 2.12

INTERNAL SERVICE FUNDS

FINANCE & MANAGEMENT SERVICES		ACCOUNTING UNIT			
Corporate Yard Operations		08510138			
Object Code	LINE ITEM RESOURCES	ACTUAL FY 07-08	ACTUAL FY 08-09	PROJECTED FY 09-10	PROPOSED FY 10-11
REVENUES					
56200	Fleet Maintenance	372,025	391,740	391,740	391,740
56201	Traffic Signal Maintenance	5,925	6,240	6,240	6,240
56202	Street Maintenance	68,255	71,875	71,875	71,875
56203	Roadway Cleaning	70,520	74,260	74,260	74,260
56204	Street Trees	19,510	20,545	20,545	20,545
56205	Park Maintenance	87,650	92,295	92,295	92,295
56206	Stores & Property Control	178,870	188,350	188,350	188,350
56207	Water Maintenance	105,985	111,600	111,600	111,600
58000	Earnings on Investments	13,974	7,323	10,245	10,245
	TOTAL REVENUES	<u>922,714</u>	<u>964,228</u>	<u>967,150</u>	<u>967,150</u>
EXPENDITURES					
61020	Salaries Part-Time	39,458	39,093	45,255	43,005
61110	Part-Time Retirement	0	1,620	1,695	1,615
61120	Medicare Insurance	551	625	655	625
61180	Compensation Insurance	5,214	5,915	6,205	5,895
	SUBTOTAL PERSONNEL	<u>45,223</u>	<u>47,253</u>	<u>53,810</u>	<u>51,140</u>
62010	Communications	13,987	16,825	16,825	16,825
62251	Other Agency Services	20,140	17,000	17,000	17,000
62320	M&R Buildings & Grounds	44,917	49,000	49,000	49,000
62321	M&R Improvements	0	1,320	1,320	1,320
62322	M&R Machinery & Equipment	8,466	11,000	11,000	11,000
62300	Other Contractual Services	206,963	305,470	260,470	260,470
	SUBTOTAL CONTRACTUAL	<u>294,472</u>	<u>400,615</u>	<u>355,615</u>	<u>355,615</u>
63100	Uniforms and Tools	0	0	0	0
63202	Operating Materials & Supplies-Equipment	340	0	0	2,500
63001	Operating Materials & Supplies	10,207	16,900	16,900	14,400
	SUBTOTAL COMMODITIES	<u>10,547</u>	<u>16,900</u>	<u>16,900</u>	<u>16,900</u>
65010	Equipment Rental, City	8,516	8,585	8,585	8,585
65050	Information Services Strategic Plan	10,130	10,130	10,130	10,130
65000	Building Rental	575,432	615,710	615,710	615,710
65400	Indirect Operating Expenses	5,663	4,345	3,450	5,040
	SUBTOTAL FIXED CHARGES	<u>599,741</u>	<u>638,770</u>	<u>637,875</u>	<u>639,465</u>
66220	Imp. Other Than Building	0	0	0	0
66400	Machinery & Equipment	0	0	0	0
	SUBTOTAL CAPITAL	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>
	TOTAL EXPENDITURES	<u>949,983</u>	<u>1,103,538</u>	<u>1,064,200</u>	<u>1,063,120</u>
Class Code	AUTHORIZED PERSONNEL	ADOPTED FY 09-10		PROPOSED FY 10-11	
		Full Time	Part Time	Full Time	Part Time
9520	Senior Maintenance Aide II (PT)		3.00		3.00
	TOTAL		<u>3.00</u>		<u>3.00</u>

INTERNAL SERVICE FUNDS

FINANCE & MANAGEMENT SERVICES		ACCOUNTING UNIT		
Communication Services		10210140		
Statement of Purpose				
<p><i>To provide timely and reliable communications services (voice & data) to improve operational efficiency and effectiveness of all City agencies and departments</i></p> <p>Primary responsibilities of this unit are the design, installation, maintenance, and user support of all voice services (phone and voice mail), data connectivity services, and land circuits supporting radio operations and wireless data services. These services are provided to all of the City's operating locations. Additional responsibilities include the effective management and effective generation and distribution of monthly equipment and usage reports for each City department. These reports support City efforts to manage costs and maximize benefits from the City's private telephone system.</p>				
Accomplishments in FY 08-09 & 09-10				
<ul style="list-style-type: none"> * Provide telecommunications services to 57 City Operating locations with 1839 phones and 2,220 extensions. * Upgraded the data communications connection between Fleet Services and the City Hall Data Center. * Installed fiber optic and copper cable in support of the surveillance cameras at the City Yard. * Upgraded telephone service and provided new telephones at the Salgado Center. * Sealed and waterproofed communications and electrical vaults between the Library and City Hall. * Installed cabling in support of voice/data service at the renovated Jerome Center. Telephone system re-installed. * Issued an RFP and established an agreement to provide cabling services to the City. * Provided cabling in support of the Santa Ana Federal Credit Union ATM installed in the lobby of the Main Library. * Completed 337 request for "moves, additions and changes" within service level and without customer callback. 				
Action Plan for FY 2010-11				
<ul style="list-style-type: none"> * Provide and install cable infrastructure in support of voice and data services for the proposed Teen Library Center at the renovated Jerome Recreation Center. * Pursue the feasibility of establishing the Westend Police Substation and the McFadden Police facility as test sites for Voice over Internet Protocol. * Continue to aggressively manage the City's telephone and telecommunications networks to maximize performance and minimize cost. * Establish an agreement, based on a competitive selection process with a single qualified vendor to provide telephone system maintenance to the City for a multi-year term. * Assist in expanding and improving the wireless data applications used by the Santa Ana Police Department. * Increase and enhance telecommunications services to the City's operating units so they can provide the best quality customer service to the community and businesses in the City. * Continue assessing the various options for replacing/upgrading the City's aging voicemail system. 				
PERFORMANCE MEASURES	Actual	Actual	Estimated	PROPOSED
	FY 07-08	FY 08-09	FY 09-10	FY 10-11
Service Level				
# of phone systems (pbx,key) operated and maintained	32	30	29	28
# of lines for telephones, faxes, and modems supported (combined # of extensions from all telephone systems in City)	3,910	3,938	3,794	3,786
# of voice, data and radio circuits supported (T-1's, 1MB's, ISDN, Trunks, DID Stations, 56K, and DSL leased circuits)	2,370	2,372	2,360	2,365
# of level 1 and level 2 requests for repair	101	89	91	92
Effectiveness				
% of level 1 repairs completed within 24 hours	97%	99%	99%	99%

INTERNAL SERVICE FUNDS

FINANCE & MANAGEMENT SERVICES		ACCOUNTING UNIT			
Communication Services		10210140			
Object Code	LINE ITEM RESOURCES	ACTUAL FY 07-08	ACTUAL FY 08-09	PROJECTED FY 09-10	PROPOSED FY 10-11
REVENUES					
56000	Telephone System Svcs Charges	2,077,722	2,023,553	2,015,400	1,460,920
58000	Earning on Investment	156,257	103,963	145,000	48,075
	TOTAL REVENUES	2,233,979	2,127,516	2,160,400	1,508,995
EXPENDITURES					
61000	Salaries & Wages-Regular	196,776	187,070	242,275	245,485
61040	Salaries & Wages-Overtime	254	149	0	0
61100	Retirement Plan	9,822	10,763	20,350	20,620
61120	Medicare Insurance	2,638	2,522	3,515	3,355
61130	Employees Insurance	22,594	20,106	29,695	27,445
61170	Retiree Health Insurance	2,245	2,450	4,240	4,295
61180	Compensation Insurance	3,674	3,671	4,485	4,535
	SUBTOTAL PERSONNEL	238,003	226,730	304,560	305,735
62010	Communications	772,021	799,004	915,020	908,620
62120	Training & Transportation	424	524	0	0
62140	Other Agency Services	450	150	0	0
62300	Other Contractual Services	257,717	256,847	389,735	358,365
62600	Parking Validation	0	0	0	2,700
62700	Auto Expense	0	0	0	350
	SUBTOTAL CONTRACTUAL	1,030,612	1,056,526	1,304,755	1,270,035
63001	Operating Materials & Supplies	4,466	3,312	3,940	4,065
	SUBTOTAL COMMODITIES	4,466	3,312	3,940	4,065
65010	Rental of City Equipment	5,264	5,350	6,000	6,000
65100	Insurance (Risk Management)	9,240	9,240	9,240	9,240
65050	Information Systems Strategic Plan	16,695	16,695	16,695	16,695
65000	Building Rental	4,895	5,240	5,240	5,240
65400	Indirect Operating Expenses	29,338	17,786	18,460	28,770
66000	Depreciation	0	0	0	0
	SUBTOTAL FIXED CHARGES	65,431	54,311	55,635	65,945
66400	Machinery & Equipment	0	0	229,000	133,500
66510	Computer Software	0	0	20,000	20,000
	SUBTOTAL CAPITAL	0	0	249,000	153,500
67100	Debt Service	0	0	0	0
	SUBTOTAL DEBT SERVICES	0	0	0	0
68000	Transfer to Fund 11	0	0	0	0
	SUBTOTAL TRANSFERS	0	0	0	0
	TOTAL	1,338,512	1,340,878	1,917,890	1,799,280
Class Code	AUTHORIZED PERSONNEL	ADOPTED FY 09-10		PROPOSED FY 10-11	
		Full Time	Part Time	Full Time	Part Time
1190	Executive Director, Finance & Management	0.07		0.07	
0960	Information Services Manager	0.50		0.50	
0710	Telecommunications Coordinator	1.00		1.00	
0120	Systems Administrator	1.00		1.00	
7140	Telecom Customer Services Representative	1.00		1.00	
2670	Information Services Representative	0.60		0.60	
	TOTAL	4.17		4.17	

INTERNAL SERVICE FUNDS

FINANCE & MANAGEMENT SERVICES		PROGRAM		
Technology Plan		109		
Statement of Purpose				
<p><i>To implement the recommendations of the City Information Systems Strategic Plan. The Plan is intended to help the City achieve its objectives by implementing modern information systems throughout the City at the least cost to the community.</i></p> <p>This program provides a road map for information technology consisting of projects on computing and connectivity infrastructure, citywide support systems, applications, data management, and data sharing. The benefits from this investment will include improved information access to support operations and make service delivery more cost-effective.</p>				
Accomplishments in FY 08-09 & FY 09-10				
<ul style="list-style-type: none"> * SAPIN property information displayed to external customers via web applications. * Upgraded the SAPIN system from Visual Basic to Dot Net technology. * Upgraded remittance processor hardware & software to support Check21 requirements. * Completed installation of new package software for the Utility Billing system. * Outsourced the Utility Billing printing and viewing. * Developed LaserFiche integration with Treasury applications. * Selection of new integrated Financial system including payroll, utility billing, human resources & cashiering. * Completed pilot test of server virtualization realizing a 50% savings in hardware costs. * Completed the upgrade for the backup & recovery capabilities for the City and Police Data Centers. * Completed an upgrade of Fire Dispatch data network infrastructure. * Implemented high speed wireless access in each Fire Station to support data access from Fire apparatus. * Implemented pilot VoIP phone system at the new Nature Center. * Completed integrated Financial System Project and support the new on-going production system. 				
Action Plan for FY 2010-11				
<ul style="list-style-type: none"> * Additional SAPIN information displayed to external customers via web applications. * Transition Treasury application support to City staff. * Continue virtualization migration to reduce costs while maintaining 5 year replacement cycle for servers. * Take advantage of Microsoft EA agreement benefits by upgrading servers to the latest operating system. * Pilot test Microsoft Exchange 2008 and integrated messaging. * Begin integration of SAPIN & SAGIS 				
PERFORMANCE MEASURES	Actual	Actual	Estimated	Objective
	FY 07-08	FY 08-09	FY 09-10	FY 10-11
Service Level				
Number of City email users supported	2,068	2,085	2,085	2,032
Number of PCs (desktops and laptops) upgraded/maintained at standard level	2,045	2,050	2,100	2,100
Number of City staff with Internet connections	1,100	1,372	1,372	1,319

INTERNAL SERVICE FUNDS

FINANCE & MANAGEMENT SERVICES		ACCOUNTING UNIT			
Citywide Information Services Strategic Plan		10910-VARIOUS			
Object Code	LINE ITEM RESOURCES	ACTUAL FY 07-08	ACTUAL FY 08-09	PROJECTED FY 09-10	PROPOSED FY 10-11
REVENUES					
50001	Prior Year Balance	0	0	0	2,511,015
56000	Strategic Plan Charges	6,638,935	6,492,645	5,560,220	5,560,220
57010	Miscellaneous Recoveries	193,235	60,218	57,800	49,895
58000	Earning on Investment	310,844	92,327	146,000	60,147
	TOTAL REVENUES	7,143,013	6,645,190	5,764,020	8,181,278
EXPENDITURES					
10910141	Lawson Finance Utilities Software	87,908	4,544,152	5,297,853	1,648,142
10910142	Payroll Systems	770,917	674,366	977,835	970,005
10910143	SAPIN/MUS	644,164	608,886	625,000	446,496
10910144	Customer Service Systems	610,396	725,015	672,105	458,000
10910145	Miscellaneous Strategic Plan	766,576	856,300	1,227,175	1,084,575
10910146	Miscellaneous Citywide Projects	1,380,041	1,247,585	1,393,727	0
10910147	Maintenance & Support	2,769,320	1,740,024	1,888,338	2,924,060
10910148	Computer PC/Hardware Replacement	857,997	557,653	900,000	650,000
	TOTAL EXPENDITURES	7,887,319	10,953,980	12,982,033	8,181,278
OPERATING EXPENSE		ACTUAL FY 07-08	ACTUAL FY 08-09	PROJECTED FY 09-10	PROPOSED FY 10-11
61000	Personnel	1,136,696	1,339,512	1,977,275	1,452,550
62000	Contractual	3,869,450	6,545,903	6,330,545	4,057,556
63000	Commodities	144,508	182,734	216,000	180,140
65000	Fixed Charges	200,386	165,913	284,565	754,890
66000	Capital	2,494,283	1,621,778	3,062,600	638,000
67000	Debt Service	41,996	1,098,141	1,098,141	1,098,142
	TOTAL	7,887,319	10,953,980	12,982,033	8,181,278
Class	AUTHORIZED PERSONNEL	ADOPTED FY 09-10		PROPOSED FY 10-11	
Class		Full Time	Part Time	Full Time	Part Time
6450	Network Engineer	1.00		1.00	
6460	Network Specialist/WAN Systems Admin.	1.00		1.00	
6470	Systems Support Analyst	1.00		1.00	
2660	Applications Systems Manager	0.50		0.50	
0970	Micro Systems Programmer	1.00		1.00	
1006	Web Systems Technician	0.75		0.75	
1060	Systems Technician	1.00		0.00	
0151	Principal Management Analyst	0.85		0.00	
7500	Supervising Accountant	1.00		1.00	
7490	Senior Accountant	1.00		1.00	
1140	Accountant I	1.00		0.00	
7280	Senior Accounting Assitant	1.00		1.00	
7016	Senior Accounting Assitant/Systems Tech	0.00		1.00	
1355	Buyer/Systems Technician	0.50		1.00	
1330	Computer Operations Coordinator	1.00		1.00	
7400	Payroll Systems Analyst	1.00		1.00	
1190	Executive Director, Finance & Management	0.10		0.10	
1180	Assistant Director of Finance & Mgmt Svcs.	0.20		0.20	
0960	Information Services Manager	0.25		0.25	
0190	Administrative Services Manager	0.10		0.10	
7015	Accounting Assistant/Systems Tech	0.00		1.00	
0496	Budget Analyst	1.00		0.00	
2670	Information Services Representative	0.40		0.40	
1005	Web Entry Specialist	1.00		0.00	
	TOTAL	16.65		14.30	

INTERNAL SERVICE FUNDS

FINANCE & MANAGEMENT SERVICES		ACCOUNTING UNIT			
ERP System		10910141			
Object Code	LINE ITEM RESOURCES	ACTUAL FY 07-08	ACTUAL FY 08-09	PROJECTED FY 09-10	PROPOSED FY 10-11
61020	Salaries Part-Time	7,777	44,145	100,000	0
61040	Salaries Overtime	0	26,118	150,000	0
61110	Part-Time Retirement	0	0	725	0
61120	Medicare Insurance	109	611	280	0
61180	Workers Compensation Insurance	78	438	200	0
	SUBTOTAL PERSONNEL	<u>7,963</u>	<u>71,312</u>	<u>251,205</u>	<u>0</u>
62120	Training & Transportation	30	3,414	5,000	0
62300	Contract Services - Professional	16,807	2,107,236	1,150,000	400,000
62302	Contract Vendor - Personnel Services	21,112	377,448	500,000	50,000
	SUBTOTAL CONTRACTUAL	<u>37,949</u>	<u>2,488,098</u>	<u>1,655,000</u>	<u>450,000</u>
63001	Misc. Operating Expenses	0	1,036	0	0
	SUBTOTAL COMMODITIES	<u>0</u>	<u>1,036</u>	<u>0</u>	<u>0</u>
65400	Indirect Cost	0	0	12,907	0
66000	Depreciation	0	0	0	0
	SUBTOTAL FIXED CHARGES	<u>0</u>	<u>0</u>	<u>12,907</u>	<u>0</u>
66400	Machinery & Equipment	0	189,847	250,000	100,000
66510	Computer Software	0	695,717	2,030,600	0
	SUBTOTAL CAPITAL	<u>0</u>	<u>885,564</u>	<u>2,280,600</u>	<u>100,000</u>
67200	Principal-Capital Lease	0	955,115	983,595	1,012,926
67210	Interest-Capital Lease	41,996	143,026	114,546	85,216
	SUBTOTAL DEBT SERVICE	<u>41,996</u>	<u>1,098,141</u>	<u>1,098,141</u>	<u>1,098,142</u>
	TOTAL	<u><u>87,908</u></u>	<u><u>4,544,152</u></u>	<u><u>5,297,853</u></u>	<u><u>1,648,142</u></u>

INTERNAL SERVICE FUNDS

FINANCE & MANAGEMENT SERVICES		ACCOUNTING UNIT			
Payroll Systems		10910142			
Object Code	LINE ITEM RESOURCES	ACTUAL FY 07-08	ACTUAL FY 08-09	PROJECTED FY 09-10	PROPOSED FY 10-11
61000	Salaries Regular	339,280	367,534	421,620	338,215
61040	Salaries Overtime	31,710	21,910	40,800	40,800
61100	Retirement-Employer Contribution	17,001	21,379	34,095	27,090
61120	Medicare Insurance	2,185	2,391	4,230	1,500
61130	Health Insurance	47,432	51,085	56,675	45,860
61170	Retiree Health Benefits	3,377	5,027	7,105	5,645
61180	Workers Compensation Insurance	3,745	4,050	4,220	3,355
	SUBTOTAL PERSONNEL	444,730	473,376	568,745	462,465
62300	Contract Services - Professional	205,560	94,136	298,735	383,000
	SUBTOTAL CONTRACTUAL	205,560	94,136	298,735	383,000
63001	Misc. Operating Expenses	0	1,741	0	5,000
	SUBTOTAL COMMODITIES	0	1,741	0	5,000
65000	Building Rental	63,665	68,120	68,120	68,120
65400	Indirect Costs	54,748	36,993	35,235	44,420
66000	Depreciation	0	0	0	0
	SUBTOTAL FIXED CHARGES	118,413	105,113	103,355	112,540
66400	Machinery & Equipment	0	0	7,000	7,000
66510	Computer Software	2,214	0	0	0
	SUBTOTAL CAPITAL	2,214	0	7,000	7,000
	TOTAL	770,917	674,366	977,835	970,005
Class Code	AUTHORIZED PERSONNEL	ADOPTED FY 09-10		PROPOSED FY 09-10	
		Full Time	Part Time	Full Time	Part Time
0151	Principal Management Analyst	0.85		0.00	
7500	Supervising Accountant	1.00		1.00	
7490	Senior Accountant	1.00		1.00	
7400	Payroll Systems Analyst	1.00		1.00	
	TOTAL	3.85		3.00	

INTERNAL SERVICE FUNDS

FINANCE & MANAGEMENT SERVICES		ACCOUNTING UNIT			
SAPIN/MUS		10910143			
Object Code	LINE ITEM RESOURCES	ACTUAL FY 07-08	ACTUAL FY 08-09	PROJECTED FY 09-10	PROPOSED FY 10-11
62300	Contract Services - Professional	644,164	608,886	625,000	446,496
	SUBTOTAL CONTRACTUAL	<u>644,164</u>	<u>608,886</u>	<u>625,000</u>	<u>446,496</u>
63001	Misc. Operating Expenses	0	0	0	0
	SUBTOTAL COMMODITIES	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>
66400	Machinery & Equipment	0	0	0	0
	SUBTOTAL CAPITAL	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>
	TOTAL	<u><u>644,164</u></u>	<u><u>608,886</u></u>	<u><u>625,000</u></u>	<u><u>446,496</u></u>

FINANCE & MANAGEMENT SERVICES		ACCOUNTING UNIT			
Customer Service Systems		10910144			
Object Code	LINE ITEM RESOURCES	ACTUAL FY 07-08	ACTUAL FY 08-09	PROJECTED FY 09-10	PROPOSED FY 10-11
62120	Training, Transportation, Meetings	0	0	0	25,000
62300	Contract Services - Professional	607,129	721,748	672,105	428,000
	SUBTOTAL CONTRACTUAL	<u>607,129</u>	<u>721,748</u>	<u>672,105</u>	<u>453,000</u>
63001	Misc. Operating Expenses	0	0	0	5,000
	SUBTOTAL COMMODITIES	<u>0</u>	<u>0</u>	<u>0</u>	<u>5,000</u>
66400	Machinery & Equipment	3,267	3,267	0	0
	SUBTOTAL CAPITAL	<u>3,267</u>	<u>3,267</u>	<u>0</u>	<u>0</u>
	TOTAL	<u><u>610,396</u></u>	<u><u>725,015</u></u>	<u><u>672,105</u></u>	<u><u>458,000</u></u>

INTERNAL SERVICE FUNDS

FINANCE & MANAGEMENT SERVICES		ACCOUNTING UNIT			
Miscellaneous Strategic Plan		10910145			
Object Code	LINE ITEM RESOURCES	ACTUAL FY 07-08	ACTUAL FY 08-09	PROJECTED FY 09-10	PROPOSED FY 10-11
61000	Salaries Regular	555,391	638,131	916,060	801,335
61040	Salaries Overtime	3,279	1,870	0	0
61100	Retirement-Employer Contribution	27,786	36,619	76,950	67,310
61120	Medicare Insurance	6,605	7,381	13,285	9,325
61130	Health Insurance	76,289	90,340	123,320	87,595
61170	Retiree Health Benefits	4,296	9,113	16,030	14,025
61180	Workers Compensation Insurance	10,356	11,370	11,680	10,495
	SUBTOTAL PERSONNEL	684,003	794,823	1,157,325	990,085
62120	Training & Transportation	600	600	0	0
62300	Contract Services - Professional	0	0	0	0
62302	Contract Vendor - Personnel Services	0	0	0	0
62700	Auto Expense	0	0	0	500
	SUBTOTAL CONTRACTUAL	600	600	0	500
63001	Misc. Operating Expenses	0	77	0	0
	SUBTOTAL COMMODITIES	0	77	0	0
65000	Building Rental	0	0	0	0
65400	Indirect Costs	81,973	60,800	69,850	93,990
	SUBTOTAL FIXED CHARGES	81,973	60,800	69,850	93,990
	TOTAL	766,576	856,300	1,227,175	1,084,575
Class Code	AUTHORIZED PERSONNEL	ADOPTED FY 09-10		PROPOSED FY 10-11	
		Full Time	Part Time	Full Time	Part Time
6450	Network Engineer	1.00		1.00	
6460	Network Specialist/WAN Systems Admin.	1.00		1.00	
6470	Systems Support Analyst	1.00		1.00	
2660	Applications/Tech Support Manager	0.50		0.50	
0970	Micro Systems Programmer	1.00		1.00	
1440	Computer Operator	1.00		1.00	
1006	Web Systems Technician	0.75		0.75	
1060	Systems Technician	1.00		0.00	
1190	Executive Director, Finance & Management	0.10		0.10	
1180	Assistant Director of Finance & Mgmt. Svcs.	0.20		0.20	
0960	Information Services Manager	0.25		0.25	
0190	Administrative Services Manager	0.10		0.10	
0606	Accountant I	1.00		0.00	
7280	Senior Accounting Assitant	1.00		1.00	
7016	Senior Accounting Assitant/Systems Tech	0.00		1.00	
7015	Accounting Assitant/Systems Tech	0.00		1.00	
0496	Budget Analyst	1.00		0.00	
	Buyer/Systems Technician	0.50		1.00	
2670	Information Services Representative	0.40		0.40	
1005	Web Entry Specialist	1.00		0.00	
	TOTAL	12.80		11.30	
<p><i>In prior years, the IS Strategic plan was accounted for in Fund 79. The IS Strategic Plan is now accounted for in Funds 109 and 110.</i></p>					

INTERNAL SERVICE FUNDS

FINANCE & MANAGEMENT SERVICES		ACCOUNTING UNIT			
Miscellaneous Citywide Projects		10910146			
Object Code	LINE ITEM RESOURCES	ACTUAL FY 07-08	ACTUAL FY 08-09	ADOPTED FY 09-10	PROPOSED FY 10-11
62300	Contract Services - Professional	903,973	1,027,291	1,332,727	0
	SUBTOTAL CONTRACTUAL	<u>903,973</u>	<u>1,027,291</u>	<u>1,332,727</u>	<u>0</u>
63001	Misc. Operating Expenses	1,549	810	61,000	0
	SUBTOTAL COMMODITIES	<u>1,549</u>	<u>810</u>	<u>61,000</u>	<u>0</u>
66000	Depreciation	0	0	0	0
	SUBTOTAL FIXED CHARGES	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>
66400	Machinery & Equipment	328,819	186,702	0	0
66510	Computer Software	145,700	32,781	0	0
	SUBTOTAL CAPITAL	<u>474,519</u>	<u>219,483</u>	<u>0</u>	<u>0</u>
	TOTAL	<u><u>1,380,041</u></u>	<u><u>1,247,585</u></u>	<u><u>1,393,727</u></u>	<u><u>0</u></u>

FINANCE & MANAGEMENT SERVICES		ACCOUNTING UNIT			
Maintenance & Support		10910147			
Object Code	LINE ITEM RESOURCES	ACTUAL FY 07-08	ACTUAL FY 08-09	PROJECTED FY 09-10	PROPOSED FY 10-11
62010	Communications	0	0	50,000	50,000
62120	Training & Transportation	622	0	600	600
62140	Membership, Subscriptions and Dues	0	0	0	0
62300	Contract Services - Professional	1,469,452	1,605,144	1,696,378	2,273,960
	SUBTOTAL CONTRACTUAL	<u>1,470,075</u>	<u>1,605,144</u>	<u>1,746,978</u>	<u>2,324,560</u>
63001	Misc. Operating Expenses	399	2,645	5,000	20,140
	SUBTOTAL COMMODITIES	<u>399</u>	<u>2,645</u>	<u>5,000</u>	<u>20,140</u>
65000	Building Rental	0	0	103,525	103,525
65100	Insurance Charges	0	0	7,835	7,835
66000	Depreciation	0	0	0	437,000
	SUBTOTAL FIXED CHARGES	<u>0</u>	<u>0</u>	<u>111,360</u>	<u>548,360</u>
66400	Machinery & Equipment	113,410	27,479	25,000	31,000
66510	Computer Software	1,185,437	104,756	0	0
	SUBTOTAL CAPITAL	<u>1,298,847</u>	<u>132,235</u>	<u>25,000</u>	<u>31,000</u>
	TOTAL	<u><u>2,769,320</u></u>	<u><u>1,740,024</u></u>	<u><u>1,888,338</u></u>	<u><u>2,924,060</u></u>
<p>Note: Miscellaneous Citywide Projects merged with Maintenance & Support as of FY2010-11.</p>					

INTERNAL SERVICE FUNDS

FINANCE & MANAGEMENT SERVICES		ACCOUNTING UNIT			
COMPUTER PC/HARDWARE REPLACEMENT		10910148			
Object Code	LINE ITEM RESOURCES	ACTUAL FY 07-08	ACTUAL FY 08-09	PROJECTED FY 09-10	PROPOSED FY 10-11
63001	Misc. Operating Expenses	142,561	176,425	150,000	150,000
	SUBTOTAL COMMODITIES	<u>142,561</u>	<u>176,425</u>	<u>150,000</u>	<u>150,000</u>
66400	Machinery & Equipment	715,436	381,229	750,000	500,000
	SUBTOTAL CAPITAL	<u>715,436</u>	<u>381,229</u>	<u>750,000</u>	<u>500,000</u>
	TOTAL	<u><u>857,997</u></u>	<u><u>557,653</u></u>	<u><u>900,000</u></u>	<u><u>650,000</u></u>

Note: Prior to FY09-10 the PC replacement budget was funded through transfers into fund 110.

INTERNAL SERVICE FUNDS

PERSONNEL SERVICES Liability & Property	PROGRAM 08009051			
Statement of Purpose				
<p><i>To protect the City's assets from financial and operational impairment.</i></p> <p>This program protects the City's assets by providing insurance, risk sharing, risk transferring and risk assumption. Liability claims are handled in-house and are settled or denied impartially based upon the City's negligence. Adequate property insurance is maintained with an annual property values update. A self-inspection program of City properties is regularly conducted to minimize exposures and losses.</p>				
Accomplishments in FY 08-09 & FY 09-10				
<ul style="list-style-type: none"> * Implemented online Driver Safety training courses. * Implemented Safety Apparel guidelines to comply with state mandated requirements. * Successfully passed the BICEP Liability Claims Audit. * Upgraded Risk Management Intranet Resources. 				
Action Plan for FY 2010-11				
<ul style="list-style-type: none"> * Evaluate Internal claims processes to improve work flow for liability claims. * Comply with Federal Medicare Quarterly Reporting Requirements. * Develop and implement a Confined Space Program. * Complete Cal/OSHA response to new Heat Illness Regulations. * Continue Loss Prevention Fund for mitigating unforeseen hazards. * Implement departmental cost allocation program. * Convert Safety Training Video Library from VHS to DVD. 				
PERFORMANCE MEASURES	Actual	Actual	Estimate	Objective
	FY 07-08	FY 08-09	FY 09-10	FY 10-11
Service Level				
# of Actuarial Studies Conducted	2	1	2	2
# of Liability Claims Audits	1	1	1	1
# of California Highway Patrol Audits	1	1	1	1
# of Department of Motor Vehicle Audits	0	1	1	1
# of Suspended Licenses/high risk drivers identified	26	14	9	8
# of Special Event Coverages placed to protect City	38	27	30	35
# of Special coverages placed for leisure class programs	15	17	20	20
Insurance Cost in \$	\$1,194,946	\$1,170,681	\$1,250,000	\$1,500,000
Efficiency				
# of Liability Claims Filed Annually	208	247	250	250
# of Liability Claims Settled	196	245	225	225
Closure Ratio	94%	100%	90%	90%
Paid Claims Amount in \$	\$312,720	\$849,711	\$2,000,000	\$2,000,000

INTERNAL SERVICE FUNDS

PERSONNEL SERVICES		ACCOUNTING UNIT			
Liability & Property		08009051			
Object Code	LINE ITEM RESOURCES	ACTUAL FY 07-08	ACTUAL FY 08-09	PROJECTED FY 09-10	PROPOSED FY 10-11
<u>REVENUES</u>					
50001	Prior Year Carry Forward	0	0	0	3,675,317
56000	Charges to Departments	8,845,895	8,845,895	8,845,895	8,845,895
57006	Expense Reimbursement	2,777	0	0	0
58000	Earnings on Investments	789,983	539,693	655,495	242,205
58002	Loss/Gain on Investments	(144,721)	106,622	0	0
	TOTAL REVENUES	<u>9,493,934</u>	<u>9,492,210</u>	<u>9,501,390</u>	<u>12,763,417</u>
<u>EXPENDITURES</u>					
61000	Salaries & Wages-Regular	372,469	350,111	482,385	475,560
61020	Salaries & Wages-Temporary	7,082	8,798	10,570	29,015
61040	Salaries & Wages Overtime	399	714	10,000	10,000
61100	Retirement Plan	18,404	19,803	40,915	23,985
61110	Part-Time Retirement	0	0	0	1,090
61120	Medicare Insurance	4,459	3,836	5,825	4,560
61130	Employees Insurance	47,942	36,107	51,330	34,590
61170	Retiree Health Insurance	3,057	4,232	8,440	5,310
61180	Compensation Insurance	5,823	6,409	8,115	5,535
62302	Other Personnel Services	897,872	1,238,424	1,750,000	1,750,000
	SUBTOTAL PERSONNEL	<u>1,357,506</u>	<u>1,668,433</u>	<u>2,367,580</u>	<u>2,339,645</u>
62010	Communications	4,198	4,146	5,500	5,500
62020	Training & Transportation	2,704	1,964	4,200	4,000
62140	Other Agency Services	4,196	1,800	10,000	9,450
62322	M&R Machinery & Equipment	82	758	1,000	1,000
62300	Other Contractual Services	44,710	22,777	40,000	40,000
62600	Parking Validations	0	0	0	250
62700	Auto Expense	0	0	0	500
	SUBTOTAL CONTRACTUAL	<u>55,890</u>	<u>31,446</u>	<u>60,700</u>	<u>60,700</u>
63001	Operating Materials & Supplies	12,939	9,925	17,000	17,000
	SUBTOTAL COMMODITIES	<u>12,939</u>	<u>9,925</u>	<u>17,000</u>	<u>17,000</u>
65010	Equipment Rental, City	6,666	6,780	6,775	6,775
64010	Insurance (Risk Management)	1,194,946	1,170,681	2,525,000	2,525,000
64050	Losses Paid	312,720	849,711	2,000,000	2,000,000
64070	Unemployment Claims Paid	79,518	107,602	1,500,000	1,650,000
65050	Information Services Strategic Plan	391,580	391,580	391,580	391,580
65000	Building & Site Rental	17,840	19,090	19,090	19,090
65400	Indirect Operating Expenses	49,092	34,134	38,325	60,310
	SUBTOTAL FIXED CHARGES	<u>2,052,362</u>	<u>2,579,578</u>	<u>6,480,770</u>	<u>6,652,755</u>
66200	Buildings	(534)	0	0	0
66400	Machinery & Equipment	6,430	0	10,000	10,000
66600	Books, Records & Videos	0	924	5,500	5,500
66510	Computer Software	305	0	2,500	2,500
	SUBTOTAL CAPITAL	<u>6,200</u>	<u>924</u>	<u>18,000</u>	<u>18,000</u>
68000	11 Transfer to General Fund	0	0	0	3,675,317
	SUBTOTAL TRANSFERS	<u>0</u>	<u>0</u>	<u>0</u>	<u>3,675,317</u>
69013	Reserve for Claims	0	0	0	0
	SUBTOTAL MISCELLANEOUS	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>
	TOTAL EXPENDITURES	<u>3,484,898</u>	<u>4,290,306</u>	<u>8,944,050</u>	<u>12,763,417</u>

INTERNAL SERVICE FUNDS

PERSONNEL SERVICES		ACCOUNTING UNIT			
Liability & Property		08009051			
Class Code	AUTHORIZED PERSONNEL	ADOPTED FY 09-10		PROPOSED FY 10-11	
		Full Time	Part Time	Full Time	Part Time
1830	Executive Director, Personnel Services	0.20		0.20	
1750	Risk Manager	0.50		0.50	
0650	Liability Claims Coordinator	1.00		0.00	
0130	Liability Claims Processor	1.00		0.00	
0700	Personnel Secretary	0.50		0.50	
2690	Loss Control Analyst	0.50		0.50	
7390	Executive Secretary	0.15		0.15	
1670	Sr. Paralegal (UC)*	1.00		1.00	
	Loss Control Office Assistant		0.50		0.50
	TOTAL	<u>4.85</u>	<u>0.50</u>	<u>2.85</u>	<u>0.50</u>
<p>*Note: City Attorney's Office Sr. Paralegal position funded thru Liability & Property Fund.</p>					

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INTERNAL SERVICE FUNDS

PERSONNEL SERVICES		PROGRAM		
Section 125 Benefits		08109052		
Statement of Purpose				
<p><i>To market and administer the City's Flexible Spending Account plans for the benefit of the City employees.</i></p> <p>This program provides an opportunity for City employees to direct part of their salaries, on a pre-tax basis, into a Medical Premium Flexible Spending Account, a Health Care Flexible Spending Account and a Dependent Care Flexible Spending Account. An employee may enroll in one or more accounts. Money that goes into a spending account is deducted from pay before federal and state income taxes are withheld, thus reducing the employees taxable income. Additionally, monies withheld for these accounts are exempt from employer FICA payroll-related taxes.</p>				
Accomplishments in FY 2009-10				
<ul style="list-style-type: none"> * Processed enrollments for administration of POA plan timely and accurately. * Processed reimbursements for administration of POA plan timely and accurately. 				
Action Plan for FY 2010-11				
<ul style="list-style-type: none"> * Negotiate contract renewal for administration of Section 125 health and dependent care FSA accounts. * Promote advantages of program through informational pamphlets. * Review and update plan documents as needed. 				
PERFORMANCE MEASURES	Actual	Actual	Estimate	Objective
	FY 07-08	FY 08-09	FY 09-10	FY 10-11
Service Level				
# of Health FSA enrollments	302	335	250	250
# of Dependent Care FSA enrollments	60	54	40	40
# of Premium FSA enrollments	500	80	75	75
Annual \$ amount of Health FSA enrollments	\$414,000	\$414,071	\$375,000	\$375,000
Annual \$ amount of Dependent Care enrollments	\$166,000	\$163,954	\$135,000	\$135,000
Annual \$ amount of Premium FSA enrollments	\$286,000	\$123,353	\$125,500	\$125,500
# claims processed annually for Health FSA	727	704	500	500
# claims processed annually for Dependent Care FSA	150	320	240	240
# claims processed annually for Premium FSA	572	175	175	175
Annual \$ amount of Health FSA reimbursements	\$414,000	\$414,071	\$375,000	\$375,000
Annual \$ amount of Dependent Care reimbursements	\$166,000	\$163,954	\$135,000	\$135,000
Annual \$ amount of Premium FSA reimbursements	\$284,818	\$123,353	\$125,500	\$125,500

INTERNAL SERVICE FUNDS

PERSONNEL SERVICES		ACCOUNTING UNIT			
Section 125 Benefits		08109052			
Object Code	LINE ITEM RESOURCES	ACTUAL FY 07-08	ACTUAL FY 08-09	PROJECTED FY 09-10	PROPOSED FY 10-11
<u>EXPENDITURES</u>					
64090	Benefit Payments-Medical	422,926	414,273	436,887	436,887
64091	Benefit Payments-Health Care	404,555	111,945	137,364	137,364
64093	Benefit Payments-Child Care	185,349	163,335	200,535	200,535
64094	Flex Account Bank Charges	0	0	0	1,631
	TOTAL EXPENDITURES	<u>1,012,829</u>	<u>689,553</u>	<u>774,786</u>	<u>776,417</u>

INTERNAL SERVICE FUNDS

PERSONNEL SERVICES		PROGRAM		
Employee Group Benefits		08109053		
Statement of Purpose				
<p><i>To provide a responsive, competitive, and cost-effective employee benefits and compensation program; and manage the compensation plan, retirement plan, air quality programs, wellness programs.</i></p> <p>This program contracts and administers employee benefits and implements employee compensation plans. The major functions include negotiating life, long-term disability, medical, dental and vision insurance plans; promoting employee assistance and fitness programs; documenting and implementing employee contract pay provisions; processing new employees, separating employees, and retirements; and administering employee's leave provisions.</p>				
Accomplishments in FY 2009-10				
<ul style="list-style-type: none"> * Implemented employee benefits as contracted in MOUs and implemented electronic transfer of data to vendors. * Maintained records and processed enrollments for CalPERS Health Program. * Counseled employees on retirement process and retiree insurance programs. * Hosted Annual Health and Rideshare Faire. * Processed Flexible Spending premium accounts for POA members. * Hosted Annual Blood Drive for employees. * Complied with AQMD Rule 2202 Regulations. 				
Action Plan for FY 2010-11				
<ul style="list-style-type: none"> * Improve Personnel policy monitoring and employee benefits administration utilizing the payroll system. * Negotiate employee insurance benefit contracts to provide quality plans at minimum cost. * Administer insurance and retiree benefit programs with a quality customer focus. * Ensure City compliance with laws and regulations related to employee benefits and compensation, and AQMD. * Administer CalPERS retirement contract and facilitate communications to employees. 				
PERFORMANCE MEASURES	Actual	Actual	Estimate	Objective
	FY 07-08	FY 08-09	FY 09-10	FY 10-11
Service Level				
# of new employees processed	258	93	100	100
# of separating employees processed	211	260	160	250
# of retirements processed/counseled	285	313	350	350
# of employees utilizing EAP resources	86	75	100	110
# of Family Medical Leave cases processed	95	70	100	100
# of flu vaccines administered	262	0	300	300
# of insurance enrollments/changes processed	1,677	1,350	1,500	1,500
# of employees participating in blood drives	42	35	50	50
Efficiency				
# of internal audits conducted annually	48	48	48	48
Effectiveness				
% of employees' problems resolved within 1 day	95	95	95	95
% of premium payments processed on time	100%	100%	100%	100%

INTERNAL SERVICE FUNDS

PERSONNEL SERVICES		ACCOUNTING UNIT			
Employee Group Benefits		08109053			
Object Code	LINE ITEM RESOURCES	ACTUAL FY 07-08	ACTUAL FY 08-09	PROJECTED FY 09-10	PROPOSED FY 10-11
<u>REVENUES</u>					
50001	Prior Year Balance	654	0	0	1,435,306
56000	Charges to Departments	18,974,493	20,188,065	23,353,095	20,195,382
56800	Employee Contributions	1,664,148	1,634,353	1,668,795	1,565,223
56801	Medical Contribution	435,990	414,071	436,887	436,887
56802	Child Care Contribution	179,801	163,955	137,364	137,364
56803	Health Premium Contribution	256,906	123,354	200,535	200,535
56804	POA Retirement ER Contribution	248,825	390,961	567,344	475,631
57010	Miscellaneous Recoveries	9,002	0	0	0
58000	Earnings on Investments	68,117	41,035	60,000	60,000
	TOTAL REVENUES	<u>21,837,937</u>	<u>22,955,794</u>	<u>26,424,020</u>	<u>24,506,328</u>
<u>EXPENDITURES</u>					
61000	Salaries & Wages-Regular	455,866	472,295	562,900	507,965
61020	Salaries & Wages-Temporary	12,780	13,133	32,945	49,390
61040	Salaries & Wages-Overtime	1,771	596	12,000	12,000
61100	Retirement Plan	23,105	26,749	48,520	42,670
61110	Part-Time Retirement	0	0	0	1,850
61120	Medicare Insurance	6,713	7,029	8,640	8,080
61130	Employees Insurance	57,903	49,230	72,975	78,835
61170	Retiree Health Insurance	4,212	5,620	9,850	8,890
61180	Compensation Insurance	7,948	9,157	10,380	7,000
62302	Other Personnel Services	39,817	39,387	45,000	45,000
	SUBTOTAL PERSONNEL	<u>610,116</u>	<u>623,194</u>	<u>803,210</u>	<u>761,680</u>
62010	Communications	5,543	6,283	5,955	5,955
62120	Training & Transportation	9,775	9,852	15,000	15,000
62140	Other Agency Services	11,288	18,202	10,000	10,000
62322	M&R Machinery & Equipment	704	688	3,080	3,080
62300	Other Contractual Services	5,134	650	470,000	470,000
62600	Parking Validations	0	0	0	475
62700	Auto Expense	0	0	0	1,400
	SUBTOTAL CONTRACTUAL	<u>32,444</u>	<u>35,674</u>	<u>504,035</u>	<u>505,910</u>
63000	Office Supplies	0	363	0	0
63001	Operating Materials & Supplies	7,381	8,402	20,000	20,000
	SUBTOTAL COMMODITIES	<u>7,381</u>	<u>8,765</u>	<u>20,000</u>	<u>20,000</u>
64010	Insurance	16,830,076	19,342,930	24,113,123	20,195,382
64060	Insurance Pass Thru (Medicare)	1,790,367	1,967,617	1,686,520	1,894,310
64092	Benefit Payments-Wellness	3,965	3,406	10,000	10,000
65050	Information Services Strategic Plan	227,945	227,945	227,945	227,945
65000	Building & Site Rental	41,080	43,955	43,955	43,955
65400	Indirect Operating Expenses	69,666	46,131	46,320	66,730
	SUBTOTAL FIXED CHARGES	<u>18,963,098</u>	<u>21,631,984</u>	<u>26,127,863</u>	<u>22,438,321</u>
66400	Machinery & Equipment	0	0	3,000	3,000
66510	Computer Software	0	0	1,000	1,000
	SUBTOTAL CAPITAL	<u>0</u>	<u>0</u>	<u>4,000</u>	<u>4,000</u>
	TOTAL EXPENDITURES	<u>19,613,039</u>	<u>22,299,617</u>	<u>27,459,108</u>	<u>23,729,911</u>

INTERNAL SERVICE FUNDS

PERSONNEL SERVICES		ACCOUNTING UNIT			
Employee Group Benefits		08109053			
Class Code	AUTHORIZED PERSONNEL	ADOPTED FY 09-10		PROPOSED FY 10-11	
		Full Time	Part Time	Full Time	Part Time
1830	Executive Director, Personnel Services	0.35		0.35	
0470	Benefits and Compensation Manager	0.90		0.00	
0151	Principal Management Analyst	0.00		1.00	
1540	Senior Personnel Analyst	0.75		0.75	
0770	Senior Personnel Technician	1.50		1.50	
7530	Senior Personnel Secretary	0.30		0.30	
7300	Senior Personnel Services Specialist	2.00		2.00	
7070	Personnel Services Specialist	0.40		0.40	
9070	Senior Clerical Aide		1.00		2.00
9090	Clerk Typist II		1.00		1.00
	TOTAL	<u>6.20</u>	<u>2.00</u>	<u>6.30</u>	<u>3.00</u>

INTERNAL SERVICE FUNDS

PERSONNEL SERVICES		PROGRAM		
Workers' Compensation		08209054		
Statement of Purpose				
<p><i>To minimize the number, cost, and effect of work-related injuries and illness.</i></p> <p>This program prevents and investigates employee injuries and illnesses; provides safety and health-related training to all employees; ensure a safe and healthful work environment while providing the best possible medical care for injured employees; promptly handles and settles claims; and administers a stable Workers' Compensation program.</p>				
Accomplishments in FY 08-09 & FY 09-10				
<ul style="list-style-type: none"> * Recovered \$350,000 in subrogation and excess insurance claims. * Implemented electronic pharmacy program for workers' compensation claims. * Upgraded City's software program for claims administration. * Developed a paperless database for tracking loss Control data and test results. * Implemented in-house training program for Cal/OSHA compliance. * Complied with State annual adjuster training requirements. * Upgraded Risk Management Intranet resources. 				
Action Plan for FY 2010-11				
<ul style="list-style-type: none"> * Evaluate all facets of Risk Management programs and staffing needs. * Comply with State's electronic claim reporting requirements. * Comply with State's electronic claim payment processing requirements. * Comply with State's mandated claims staff training requirements. * Provide comprehensive ergonomic training program to reduce number of repetitive stress injuries and resulting costs. * Comply with Federal Medicare Quarterly Reporting Requirements. * Implement departmental cost allocation program. * Initiate Hearing Conservation Program. * Comply with all OSHA regulatory reporting and training recommendations. 				
PERFORMANCE MEASURES	Actual	Actual	Estimate	Objective
	FY 07-08	FY 08-09	FY 09-10	FY 10-11
Service Level				
# of new claims	341	333	350	350
% of outstanding litigated open claims	14%	12%	15%	15%
# of new litigated claims	15	23	30	30
# of environmental studies	7	3	2	5
# of hearing tests administered	0	0	20	200
# of Santa Ana Health & Safety Committee meetings	9	8	7	7
Efficiency				
Cost of claims in \$	\$4,010,400	\$4,231,565	\$4,525,000	\$4,525,000
Effectiveness				
% Reduction in preventable traffic collisions	6%	0%	6%	2%

INTERNAL SERVICE FUNDS

PERSONNEL SERVICES		ACCOUNTING UNIT			
Workers' Compensation		8209054			
Object Code	LINE ITEM RESOURCES	ACTUAL FY 07-08	ACTUAL FY 08-09	PROJECTED FY 09-10	PROPOSED FY 10-11
<u>REVENUES</u>					
56000	Charges to Departments	9,534,519	9,953,314	9,247,565	8,909,140
57006	Expense Reimbursement	893,161	416,471	400,000	257,070
58001	Staled Dated Checks	6,058	340	0	0
57010	Miscellaneous Recoveries	0	0	0	0
58000	Earnings on Investments	620,338	424,562	545,300	202,470
58002	Loss/Gain on Investments(MV)	(114,403)	85,349	0	0
	TOTAL REVENUES	<u>10,939,673</u>	<u>10,880,036</u>	<u>10,192,865</u>	<u>9,368,680</u>
<u>EXPENDITURES</u>					
61000	Salaries & Wages-Regular	613,615	693,214	821,350	941,625
61020	Salaries & Wages-Temporary	8,347	8,798	11,490	29,380
61040	Salaries & Wages-Overtime	2,764	1,341	10,000	10,000
61100	Retirement Plan	30,923	39,899	69,425	61,635
61110	Part-Time Retirement	0	0	0	1,100
61120	Medicare Insurance	8,024	8,829	10,750	11,065
61130	Employees Insurance	64,327	67,957	91,275	94,645
61170	Retiree Health Insurance	5,985	8,845	14,375	12,840
61180	Compensation Insurance	8,439	10,060	11,650	10,200
62302	Other Personnel Services	453,194	422,397	553,500	753,000
	SUBTOTAL PERSONNEL	<u>1,195,618</u>	<u>1,261,339</u>	<u>1,593,815</u>	<u>1,925,490</u>
62010	Communications	6,137	6,714	6,900	6,900
62120	Training & Transportation	9,299	2,917	23,500	21,800
62140	Other Agency Services	115,631	53,346	100,000	95,000
62322	M&R Machinery & Equipment	585	0	1,000	1,000
62300	Contractual Services-Professional	130,626	133,823	142,500	250,000
62600	Parking Validation	0	0	0	1,000
62700	Auto Expense	0	0	0	700
	SUBTOTAL CONTRACTUAL	<u>262,279</u>	<u>196,800</u>	<u>273,900</u>	<u>376,400</u>
63001	Operating Materials & Supplies	27,010	23,933	28,000	28,000
	SUBTOTAL COMMODITIES	<u>27,010</u>	<u>23,933</u>	<u>28,000</u>	<u>28,000</u>
65010	Equipment Rental City	5,952	5,955	5,955	5,955
64010	Insurance (Risk Management)	522,146	521,455	750,000	850,000
64080	Benefits Payments	4,010,399	4,231,565	4,525,000	5,890,000
65050	Information Services Strategic Plan	118,995	118,995	118,995	118,995
65000	Building & Site Rental	40,155	42,965	42,965	42,965
65400	Indirect Operating Expenses	92,977	66,788	64,225	112,875
	SUBTOTAL FIXED CHARGES	<u>4,790,624</u>	<u>4,987,723</u>	<u>5,507,140</u>	<u>7,020,790</u>
66400	Machinery & Equipment	6,166	2,309	10,000	10,000
66600	Books, Records & Video	949	1,479	5,500	5,500
66510	Computer Software	0	274	2,500	2,500
	SUBTOTAL CAPITAL	<u>7,115</u>	<u>4,063</u>	<u>18,000</u>	<u>18,000</u>
	TOTAL EXPENDITURES	<u>6,282,646</u>	<u>6,473,858</u>	<u>7,420,855</u>	<u>9,368,680</u>

INTERNAL SERVICE FUNDS

PERSONNEL SERVICES		ACCOUNTING UNIT			
Workers' Compensation		8209054			
Class Code	AUTHORIZED PERSONNEL	ADOPTED FY 09-10		PROPOSED FY 10-11	
		Full Time	Part Time	Full Time	Part Time
1830	Executive Director, Personnel Services	0.20		0.20	
1750	Risk Manager	0.50		0.50	
2690	Loss Control Analyst	0.50		0.50	
0700	Personnel Secretary	0.50		0.50	
7550	Workers' Comp. Administrator	1.00		1.00	
7540	Senior Workers' Comp. Claims Examiner	3.00		3.00	
7510	Senior Workers' Comp. Claims Assistant	1.00		1.00	
7390	Executive Secretary	0.15		0.15	
7070	Personnel Services Specialist	1.00		1.00	
7360	Senior Office Specialist	1.00		0.00	
7300	Senior Personnel Services Specialist	0.00		1.00	
	Training Coordinator		0.25		0.25
	Senior Office Assistant		0.25		0.25
	Loss Control Office Assistant		0.50		0.50
	TOTAL	<u>8.85</u>	<u>1.00</u>	<u>8.85</u>	<u>1.00</u>

**INTERNAL SERVICE FUNDS
RESOURCE SUMMARY**

PUBLIC WORKS AGENCY

ACTIVITIES	ACTUAL FY 07-08	ACTUAL FY 08-09	PROJECTED FY 09-10	PROPOSED FY 10-11
REVENUES				
Engineering Services				
50001 Balance from Prior Year	79,906	1,111,550	-130,000	0
51702 Parking Permit	75,728	68,168	30,000	90,000
51703 Sewer Construction Permits	16,400	14,922	17,000	12,875
51704 Street Construction Permits	197,104	448,230	0	130,000
56000 Charges to Depts/Projects	8,308,199	7,339,838	9,780,160	7,587,865
56300 Engineering Cost Allocation	10,000	10,000	100,000	10,000
56305 Engineering Service Charge	104,124	83,346	10,000	115,000
57006 Expense Reimbursement	21,612	7,794	14,000	15,000
57010 Miscellaneous Recoveries	0	250	0	0
57790 Abandonment Processing	72	0	3,000	3,000
58000 Earning on Investment	26,478	15,408	30,000	3,000
SUBTOTAL REVENUES	8,839,623	9,099,506	9,854,160	7,966,740
Administrative Services				
50001 Balance from Prior Year	1,504,334	1,456,464	708,165	1,015,440
56000 Charges to Depts/Projects	4,412,760	4,457,320	5,070,320	4,462,210
57006 Expense Reimbursement	70,434	86,522	300,000	300,000
58000 Earning on Investment	-----	26,686	45,000	13,000
SUBTOTAL REVENUES	5,987,528	6,026,992	6,123,485	5,790,650
TOTAL REVENUES	14,827,152	15,126,498	15,977,645	13,757,390
EXPENDITURES				
Engineering Services				
08617610 Transportation	752,664	740,802	809,570	590,645
08617611 Construction Engineering	2,722,118	2,936,927	2,983,515	2,540,145
08617612 Design Engineering	1,978,844	2,334,206	2,965,185	2,239,100
08617620 Traffic Engineering	2,273,913	2,677,887	3,095,890	2,596,850
SUBTOTAL	7,727,538	8,689,822	9,854,160	7,966,740
Administrative Services				
10117601 Administration	3,346,451	3,776,634	4,617,645	4,683,200
10117605 Development Engineering	1,184,614	1,360,441	1,505,840	1,107,450
SUBTOTAL	4,531,064	5,137,075	6,123,485	5,790,650
TOTAL	12,258,603	13,826,898	15,977,645	13,757,390
OPERATING EXPENSE				
61000 Personnel	8,682,289	9,633,444	11,465,245	9,379,540
62000 Contractual	971,331	1,210,833	1,638,840	1,597,175
63000 Commodities	139,198	126,558	172,725	150,830
65000 Cross Charges	2,392,977	2,747,458	2,365,270	2,231,745
66000 Capital	72,809	108,605	282,400	298,100
68000 Transfer Out	0	0	0	100,000
69000 Miscellaneous Expenditures	0	0	53,165	0
TOTAL	12,258,603	13,826,898	15,977,645	13,757,390

**INTERNAL SERVICE FUNDS
RESOURCE SUMMARY**

PUBLIC WORKS AGENCY

Class Code	AUTHORIZED PERSONNEL	ADOPTED FY 09-10		PROPOSED FY10-11	
		Full Time	Part Time	Full Time	Part Time
0910	Admin. & Enterprise Services Manager	1.00		1.00	
2080	Assistant Engineer - Transportation (T)	1.00		1.00	
2100	Assistant Engineer II	18.75		14.95	
2155	Assistant Traffic Operations Engineer	2.00		1.00	
1040	Associate Parks & Landscape Planner	0.00		0.75	
0320	City Engineer	1.00		1.00	
2240	Construction Inspector I	3.50		3.50	
0300	Construction Inspector II	3.00		2.00	
1850	Contracts Administrator	1.00		1.00	
0315	Deputy City Engineer	1.00		0.75	
2020	Engineering Drafting Technician II	1.00		1.00	
2170	Executive Director, Public Works Agency	1.00		1.00	
7390	Executive Secretary	1.00		1.00	
2190	GIS Administrator	1.00		1.00	
7090	Lead Accounting Assistant	1.00		1.00	
1200	Management Aide	1.00		1.00	
0020	Micro System Technician	1.00		1.00	
0390	Office Supervisor	1.00		1.00	
2129	Principal Civil Engineer	1.75		1.75	
6140	Projects Manager	1.00		2.00	
4519	Public Works Dispatcher	1.00		1.00	
7430	Records Specialist	1.00		1.00	
7270	Secretary	1.00		1.00	
7280	Senior Accounting Assistant	3.00		3.00	
1600	Senior Assistant Engineer	0.50		1.00	
2131	Senior Civil Engineer	10.30		9.30	
2110	Senior Engineer	1.00		1.00	
2040	Senior Land Surveyor	1.00		0.00	
0150	Senior Management Analyst	1.00		1.00	
7330	Senior Office Assistant	5.00		5.00	
1290	Senior Transportation Analyst	2.00		1.00	
0428	Street Lighting Maintenance Worker	1.00		0.00	
4360	Street Maintenance Supervisor	0.50		0.50	
2070	Survey Party Chief	1.00		1.00	
2060	Survey Party Technician II	1.00		1.00	
1060	Systems Technician	1.00		1.00	
	Transit Program Manager	0.00		1.00	
1080	Transportation Manager	1.00		0.00	
9090	Clerk Typist II, P/T		0.00		1.00
9130	Engineering Intern , P/T		26.00		27.00
9505	Permit Parking Aide, P/T		2.00		2.00
9900	Right-of-Way Technician, P/T		1.00		1.00
7330	Senior Office Assistant, PTCS		2.00		2.00
	Public Works Records Assistant, P/T		0.00		1.00
	Street Lighting Maintenance Worker, P/T		0.00		1.00
		-----	-----	-----	-----
		75.30	31.00	67.50	35.00
		=====	=====	=====	=====

INTERNAL SERVICE FUNDS

PUBLIC WORKS ENGINEERING SERVICES	ACCOUNTING UNIT			
Transportation	08617610			
Statement of Purpose				
<p><i>To be responsive to regional, state & federal transportation issues, including identifying and securing outside funding sources.</i></p> <p>Transportation identifies and responds to transportation issues of primary concern to the City and pursues grant funding for capital projects. Transportation manages the Orange County Transportation Authority (OCTA) Go Local Program and General Plan (GP) Circulation Element, and administers the City's Transportation Demand Modeling (TDM) & Growth Management Area (GMA) Programs. Transportation also protects the City's interest by reviewing traffic impacts associated with development projects in Santa Ana and adjacent jurisdictions.</p>				
Accomplishments in FY 08-09 & 09-10				
<p><u>FY 08-09 and FY 09-10 Projects:</u></p> <ul style="list-style-type: none"> * Completed review and provided comments for all Traffic Impact Analyses (TIAs) within Santa Ana; and completed citywide database report. * Completed review of all TIAs associated with environmental documents in adjacent jurisdictions, OCTA & Southern California Association of Governments (SCAG). * Managed the development of OCTA Congestion Management Program (CMP) and Growth Management Program (GMP); monitored the City's interest. * Completed citywide safety report for all segments and intersections throughout the city. * Participated and represented the City's interest in: OCTA Board & Committee meetings, Transportation and OCTA Board & Committee meetings, transportation corridor agencies, Transportation Planning Organization (TPO) and GMA meetings, Metrolink Second Main Track & OCTA at-grade railroad crossing projects, California high-speed rail, Los Angeles/San Diego Amtrack (LOSSAN) corridor, quiet zones, other related rail issues, and central county corridor major investment study. <p><u>FY 08-09 Special Projects</u></p> <ul style="list-style-type: none"> * Managed the Go Local Program Step 1 Study/Final Report, prepared the Step 2 Request for Qualifications (RFQ) & Request for Proposals (RFP) and awarded a consultant contract. * Managed the preparation of Project T application for the Santa Ana Regional Transportation Center (SARTC) Master Plan. * Successfully secured \$6 million in Go Local Program Step 2 funding for technical studies for the modern streetcar project. <p><u>FY 09-10 Special Projects</u></p> <ul style="list-style-type: none"> * Managed the preparation of RFP and award of contract for the SARTC Master Plan. * Managed the Santa Ana Fixed Guideway Project (Step 2) Alternatives Analysis & EIR/EIS studies. * Successfully secured \$3 million in RSTP & M1 Transit funds for SARTC Master Plan & Santa Ana Blvd. grade separation projects. 				
Action Plan for FY 2010-11				
<ul style="list-style-type: none"> * Assist in the development and completion of the SARTC Master Plan Study by June 2011. * Continue to attend OCTA Board and Committee meetings and monitor items of interest to the City. * Represent the City's interest in Central County Corridor Major Investment Study (CCCMIS), LOSSAN corridor, quiet zones, high-speed rail * Continue to function as the liaison for traffic impact review for development in Santa Ana and adjacent jurisdictions. * Provide administrative and technical support for the Santa Ana/Orange and Santa Ana/Tustin TSIA's. * Continue to work cooperatively with the Planning and Building Agency to facilitate development/traffic-related projects. * Oversee the City's Master Plan of Arterial Highways (MPAH), CMP, GMP, and TDM programs, and the General Plan Circulation Element. * Continue the pursuit of external funding sources for major capital improvement projects. * Continue to function as the lead agency for GMA 7 and in securing GMA 2, 3, 7 & 8 funding. * Provide traffic and transportation impact assessment for major development projects. <p style="padding-left: 20px;">Prepare/update the circulation element, citywide safety study, & traffic database.</p>				
PERFORMANCE MEASURES	Actual	Actual	Estimated	Objective
	FY 07-08	FY 08-09	FY 09-10	FY 10-11
Service Levels				
# of environmental documents	12	10	10	10
# of traffic studies prepared	12	10	5	5
# of traffic studies reviewed	20	15	15	10
# of development projects reviewed	55	45	30	25
Effectiveness				
% grant applications prepared	100	100	100	100
% environmental documents reviewed	80	100	100	100
% traffic studies prepared	120	200	100	100
% traffic studies reviewed	100	90	100	100
% development projects reviewed	135	100	100	100

INTERNAL SERVICE FUNDS

PUBLIC WORKS ENGINEERING SERVICES		FUND 086			
Transportation		Department 17			
		Program 610			
Account Code	LINE ITEM RESOURCES	ACTUAL FY 07-08	ACTUAL FY 08-09	PROJECTED FY 09-10	PROPOSED FY 09-10
61000	Salaries Regular	358,558	372,045	393,905	327,450
61020	Salaries Part-Time	13,954	16,677	17,730	18,205
61040	Salaries Overtime	2,989	2,245	2,000	2,000
61100	Retirement-Employer Contribution	17,978	21,051	33,050	22,440
61120	Medicare Insurance	3,850	4,205	4,465	4,520
61130	Health Insurance	26,351	26,240	25,995	23,990
61170	Retiree Health Benefits	3,181	4,789	6,745	5,410
61180	Workers Compensation Insurance	6,200	5,815	6,025	4,055
	SUBTOTAL PERSONNEL	433,060	453,068	489,915	408,070
62010	Communications	1,696	1,866	3,000	3,000
62120	Training, Transportation, Meetings	1,302	255	3,000	3,000
62140	Membership, Subscription, Dues	1,437	1,542	2,500	2,500
62300	Contract Services-Professional	965	529	1,815	2,380
62322	M & R Machinery & Equipment	0	70	35	0
62501	Operating Lease Expense	23,203	23,069	23,055	23,055
	SUBTOTAL CONTRACTUAL	28,602	27,330	33,405	33,935
63001	Miscellaneous Office Expenses	4,341	3,405	4,790	4,660
	SUBTOTAL COMMODITIES	4,341	3,405	4,790	4,660
65000	Building Rental	41,950	44,890	44,885	44,890
65010	Rental City Equipment	6,516	0	6,655	6,155
65100	Insurance Charges	42,935	42,935	42,935	42,935
65240	Public Works Administrative Charges	172,385	149,435	169,155	29,070
65400	Indirect Costs	22,875	19,740	17,830	20,930
	SUBTOTAL CROSS CHARGES	286,661	257,000	281,460	143,980
	TOTAL OPERATING	752,664	740,802	809,570	590,645
Class Code	AUTHORIZED PERSONNEL	ADOPTED FY 09-10		PROPOSED FY 10-11	
		Full Time	Part Time	Full Time	Part Time
0320	City Engineer	0.15		0.15	
1290	Senior Transportation Analyst	2.00		1.00	
	Transit Program Manager	0.00		0.40	
1080	Transportation Manager	0.40		0.00	
9130	Engineering Intern , P/T		1.00		1.00
	TOTAL	2.55	1.00	1.55	1.00

INTERNAL SERVICE FUNDS

PUBLIC WORKS ENGINEERING SERVICES
Construction Engineering

ACCOUNTING UNIT
08617611

Statement of Purpose

To provide competent, state-of-the-art contract administration, construction inspection, and surveying services in order to assure timely delivery of high quality infrastructure projects.

This section monitors public works and related construction contracts for the Capital Improvement Program and provide field inspection and surveying services. Field inspection includes all work done in the public right-of-way, whether done by permit or City contract. Surveying includes maintenance of the City benchmark/monument system and construction staking

Accomplishments in FY 08-09 & 09-10

FY 08-09 administered 26 projects totaling \$22 million

- * Completed Fourth Street water main improvements
- * Completed First Street, Segerstrom Avenue, and Warner Avenue rehabilitation projects
- * Completed Santa Clara Avenue, 17th Street, and Bristol Street rehabilitation projects
- * Completed local street pavement rehabilitation thin-overlay, Phases I, II and III
- * Completed construction of the MacArthur widening project at SR-55.
- * Completed construction of Bristol Street from Third to Pine Streets

FY 09-10 administered 26 projects totaling \$37 million

- * Completed Grand Central Building renovation.
- * Completed Bristol Street rehab from Third to Pine Streets.
- * Completed Santiago Creek bike trail Improvements
- * Completed Project Restore Phases IV & V Local Street Pavement Rehabilitation
- * Completed construction for Fifth Street rehabilitation from Fairview to Jackson Streets
- * Completed construction of Washington Street sewer rehabilitation
- * Completed construction of Bristol Street from McFadden Avenue to Pine Streets

Action Plan for FY 2010-11

- * Complete construction for Bristol Street widening from McFadden Avenue to Pine Street.
- * Complete Residential Street Repair Phases X, XI, XII and XIII
- * Complete Mid-City neighborhood improvements.
- * Start construction for Grand Avenue widening from First to Fourth Streets
- * Start construction for Bristol Street/17th Street intersection improvements

PERFORMANCE MEASURES	Actual	Actual	Estimated	Objective
	FY 07-08	FY 08-09	FY 09-10	FY 10-11
Service Levels				
# of permits inspected and approved	306	556	459	450
# of new construction contracts administered	24	29	30	28
\$ value of construction contracts awarded (in millions)	18	30	37	34
Efficiency				
Costs of construction change orders as a percentage of project costs	3.6	2.6	2.2	5
% of staking requests handled within 2-days notice	100	100	100	100
% of inspection requests handled within 1-day notice	100	100	100	100
Effectiveness				
% of error-free staking surveys based on total number of staking surveys	100	100	100	100
# of liability claims alleging construction and/or safety defects	16	9	8	12

INTERNAL SERVICE FUNDS

PUBLIC WORKS ENGINEERING SERVICES		FUND 086			
Construction Engineering		Department 17			
		Program 611			
Account Code	LINE ITEM RESOURCES	ACTUAL FY 07-08	ACTUAL FY 08-09	PROJECTED FY 09-10	PROPOSED FY 10-11
61000	Salaries Regular	1,458,658	1,661,654	1,605,670	1,386,050
61020	Salaries Part-Time	58,313	76,180	106,545	119,275
61040	Salaries Overtime	44,206	19,826	40,000	35,000
61100	Retirement-Employer Contribution	73,265	96,232	136,465	96,745
61120	Medicare Insurance	19,312	21,793	22,465	19,500
61130	Health Insurance	182,287	210,366	187,680	200,915
61170	Retiree Health Benefits	13,988	21,712	27,595	22,200
61180	Workers Compensation Insurance	83,625	91,530	72,720	50,790
	SUBTOTAL PERSONNEL	1,933,655	2,199,294	2,199,140	1,930,475
62010	Communications	23,062	23,503	38,000	38,000
62120	Training, Transportation, Meetings	549	1,476	1,420	1,100
62140	Membership, Subscription, Dues	5,716	964	3,900	3,550
62300	Contract Services-Professional	12,507	11,663	16,820	11,250
62302	Contracted Vendor Personnel Services	192	986	2,500	2,500
62310	Janitorial & Housekeeping	0	0	200	0
62322	M & R Machinery & Equipment	538	209	95	2,500
62501	Operating Lease Expense	62,427	62,066	62,070	62,070
	SUBTOTAL CONTRACTUAL	104,990	100,867	125,005	120,970
63000	Office Supplies	67	39	0	0
63001	Miscellaneous Office Expenses	18,717	16,766	54,810	30,935
	SUBTOTAL COMMODITIES	18,785	16,806	54,810	30,935
65000	Building Rental	57,315	61,325	61,325	61,325
65010	Rental City Equipment	77,116	76,415	81,435	68,720
65100	Insurance Charges	104,360	104,360	104,360	104,360
65240	Public Works Administrative Charges	287,310	249,055	281,920	122,630
65400	Indirect Costs	98,065	89,046	75,520	92,730
	SUBTOTAL CROSS CHARGES	624,166	580,201	604,560	449,765
66400	Machinery & Equipment	38,156	39,759	0	8,000
66510	Computer Software	2,367	0	0	0
	SUBTOTAL CAPITAL	40,523	39,759	0	8,000
	TOTAL	2,722,118	2,936,927	2,983,515	2,540,145

Class Code	AUTHORIZED PERSONNEL	ADOPTED FY 09-10		PROPOSED FY 10-11	
		Full Time	Part Time	Full Time	Part Time
2100	Assistant Engineer II	2.00		2.00	
0320	City Engineer	0.25		0.25	
2240	Construction Inspector I	3.00		3.00	
0300	Construction Inspector II	3.00		2.00	
2129	Principal Civil Engineer	1.00		1.00	
2131	Senior Civil Engineer	2.00		2.00	
2040	Senior Land Surveyor	1.00		0.00	
2070	Survey Party Chief	1.00		1.00	
2060	Survey Party Technician II	1.00		1.00	
9130	Engineering Intern, P/T		6.00		7.00
	TOTAL	14.25	6.00	12.25	7.00

INTERNAL SERVICE FUNDS

PUBLIC WORKS ENGINEERING SERVICES		ACCOUNTING UNIT		
Design Engineering		08617612		
Statement of Purpose				
<p><i>To provide quality professional civil engineering and architectural design services for the timely delivery of quality design plans to optimize stewardship of the taxpayers' investment, health, and safety.</i></p> <p><i>In addition to design engineering services, this section is also responsible for providing quality right-of-way engineering services for city properties and projects.</i></p>				
Accomplishments in FY 08-09 & 09-10				
<p><u>FY 08-09</u></p> <ul style="list-style-type: none"> * Completed bid documents for Bristol Street between McFadden Avenue and Pine Street and advertised for bids. * Completed 125 miles of thin overlay and recycling for residential streets. * Awarded a consultant contract for design of Alton Avenue overcrossing SR55. * Completed design of all 08-09 CIP projects and advertised for bids. * Completed several projects parks projects and advertised for bids. * Commenced R/W acquisition for Bristol Phase II between Third St. and Civic Center Drive. * Completed updating pavement management systems for arterial and local streets. * Prepared and presented the 09/10 CIP as part of the budget. * Maximized reimbursement for all grant-funded projects by automating the invoicing with OCTA & Caltrans. <p><u>FY 09-10</u></p> <ul style="list-style-type: none"> * Completed 50 miles of recycling and FDR for the residential street program. * Completed design of 3 stimulus projects and advertised for bids. Allocated savings to Lyon St. to maximize the grant. * Applied and received several awards from local and national organizations for innovative/unique approach to residential street program. * Completed design of 09-10 CIP projects and advertised for bids. * Prepared and presented the 09/10 CIP as part of the budget. * Prepared project lists for Prop 42 and Prop 1B to be submitted to the County. * Prepared a design standard for medians to conform to the new City ordinance for water conservation. 				
Action Plan for FY 2010-11				
<ul style="list-style-type: none"> * Complete R/W acquisition for Bristol Street between Third Street and Civic Center Drive & secure funding for construction. * Prepare a strategic plan to fund Phases 3 & 4 of Bristol Street project. * Prepare a marketing plan for the Bristol Street surplus properties to generate additional revenue for the project. * Complete the last phase of residential street rehab program. * Prepare CIP for FY 11-12 and present to City Council as part of the budget. * Complete construction of federal stimulus projects and obtain full reimbursement * Prepare a seven-year plan for pavement presrvation for arterial and residential streets * Ensure eligibility for grant funding with OCTA and other outside agencies. * Complete revalidation of Bristol Street environmental documents and pursue federal funding. * Complete construction of MacArthur Boulevard ramps at SR-55. 				
PERFORMANCE MEASURES	Actual	Actual	Estimated	Objective
	FY 07-08	FY 08-09	FY 09-10	FY 10-11
Diversion goal: lbs/person				
% of projects with design engineering and bid preparation done by City personnel	60	70	75	80
% of projects with design engineering and bid preparation done by consultant	45	30	45	20
# of projects prepared for other agencies	25	30	30	30
Efficiency				
% of project designs using CAD	100	100	100	100
Effectiveness				
Average % of projects completed within schedule	90	95	95	95
Measure M certification maintained	Yes	Yes	Yes	Yes
Congestion management plan certification maintained	Yes	Yes	Yes	Yes

INTERNAL SERVICE FUNDS

PUBLIC WORKS ENGINEERING SERVICES		FUND 086			
Design Engineering		Department 17			
		Program 612			
Account Code	LINE ITEM RESOURCES	ACTUAL FY 07-08	ACTUAL FY 08-09	PROJECTED FY 09-10	PROPOSED FY 10-11
61000	Salaries Regular	993,452	1,346,694	1,727,465	1,335,630
61020	Salaries Part-Time	85,747	87,610	122,350	121,860
61040	Salaries Overtime	1,803	0	0	0
61100	Retirement-Employer Contribution	49,475	78,231	148,405	94,265
61120	Medicare Insurance	13,450	17,907	25,000	19,335
61130	Health Insurance	86,273	116,561	150,460	137,135
61170	Retiree Health Benefits	8,459	16,961	29,960	21,990
61180	Workers Compensation Insurance	17,982	23,604	34,290	33,960
	SUBTOTAL PERSONNEL	1,256,641	1,687,568	2,237,930	1,764,175
62010	Communications	15,173	15,992	15,000	15,000
62120	Training, Transportation, Meetings	8,667	6,067	13,500	13,500
62140	Membership, Subscription, Dues	2,986	1,826	3,590	3,790
62300	Contract Services-Professional	7,245	8,523	12,270	14,510
62302	Contracted Vendor Personnel Services	0	979	0	0
62322	M & R Machinery & Equipment	5,258	4,415	595	500
62501	Operating Lease Expense	59,823	59,476	59,455	59,455
	SUBTOTAL CONTRACTUAL	99,152	97,279	104,410	106,755
63001	Miscellaneous Office Expenses	23,244	21,526	25,210	23,985
	SUBTOTAL COMMODITIES	23,244	21,526	25,210	23,985
65000	Building Rental	49,245	52,690	52,690	52,690
65010	Rental City Equipment	17,524	10,525	23,840	17,885
65100	Insurance Charges	44,190	44,190	44,190	44,190
65240	Public Works Administrative Charges	402,235	348,675	394,690	116,680
65400	Indirect Costs	67,538	71,753	79,725	87,740
	SUBTOTAL CROSS CHARGES	580,731	527,833	595,135	319,185
66400	Machinery & Equipment	18,692	0	0	25,000
66510	Computer Software	383	0	2,500	0
	SUBTOTAL CAPITAL	19,075	0	2,500	25,000
	TOTAL	1,978,844	2,334,206	2,570,495	2,239,100

Class Code	AUTHORIZED PERSONNEL	ADOPTED FY 09-10		PROPOSED FY 10-11	
		Full Time	Part Time	Full Time	Part Time
2100	Assistant Engineer II	7.00		5.20	
1040	Associate Park & Landscape Planner	0.00		0.75	
0320	City Engineer	0.15		0.15	
2240	Construction Inspector I	0.50		0.50	
0315	Deputy City Engineer	1.00		0.75	
2020	Engineering Drafting Technician II	1.00		1.00	
1200	Management Aide	1.00		0.00	
1600	Senior Assistant Engineer	0.50		0.50	
2131	Senior Civil Engineer	4.00		3.30	
9130	Engineering Intern, P/T		7.00		7.00
	TOTAL	15.15	7.00	12.15	7.00

INTERNAL SERVICE FUNDS

PUBLIC WORKS ENGINEERING SERVICES
Traffic Engineering

ACCOUNTING UNIT
08617620

Statement of Purpose

To facilitate the safe and efficient movement of vehicular and pedestrian traffic on City streets and arterials.

This program provides for the design of street channelization plans, new signal and signal modification plans, enhance operation of the citywide traffic signal network and the Advanced Traffic Management System (ATMS). This section also investigates and responds to citizen requests and complaints, develops and implements neighborhood traffic, parking, and speed issues; prepares and submits federal and state grants for traffic engineering projects, including ATMS elements and priority control systems for emergency vehicles; reviews environmental impact reports as they relate to traffic impacts on site access for major developments; manages the Integrated Traveler Information Sharing System (ITIS); claims management assistance. Go Local & at-grade separation technical support. Develop signal synchronization master plan for M2 conformance

Accomplishments in FY 08-09 & 09-10

FY 08-09

- * Completed construction of Bristol traffic mgmt. Phase I & II projects, designed & awarded Fairview/Harbor interconnect, Fountain Valley intertie, system detection & transportation information system (TIS) projects.
- * Completed designs for 5 new or modified traffic signal projects.
- * Investigated & responded to 476 Council & citizen requests regarding traffic safety.
- * Implemented or renewed 27 permit parking in districts & provided program support.
- * Completed 139 channelization design, traffic control plans & supported residential street repair program.
- * Processed 72 special license applications.
- * Issued 2,064 permit parking stickers & 5,294 guest pads per year (25 passes/pad).
- * Issued 175 permit parking special placards.
- * Implemented 4 speed humps on residential street(s).

FY 09-10

- * Completed construction of Bristol traffic mgmt. Phase II, Fairview/Harbor interconnect, Fountain Valley intertie, Warner interconnect & field elements of system detection projects. Awarded contract for development of TIS software. Designed & awarded traffic signal upgrade Phases V-VII projects & signal maintenance contract.
- * Completed designs for 6 new or modified traffic signal projects.
- * Investigated & responded to 500 Council & citizen requests regarding traffic safety.
- * Implemented or renewed 27 permit parking in districts & provided program support.
- * Completed 121 channelization design, traffic control plans & supported residential street repair program.
- * Processed 36 special license applications.
- * Issued 2,614 permit parking stickers & 6,029 guest pads per year (25 passes/pad).
- * Issued 180 permit parking special placards.
- * Implemented 4 speed humps on residential street(s).

Action Plan for FY 2010-11

- * Continue to provide technical support for Bus Rapid Transit and OCTA at-grade railroad projects.
- * Develop signal synchronization plan for M2 compliance
- * Prepare grant applications for traffic engineering projects and implement grant- and City-funded projects
- * Implement traffic signals and school signs to enhance pedestrian safety for elementary school
- * Complete channelization and signal design (PS&E) and Capital Improvement Program
- * Implement permit parking program, block by block, through a petition process in new and existing districts
- * Work with neighborhood traffic committees.
- * Complete the following projects: Traffic Signal System Upgrade Phases I - VIII, Transportation Information System Project
- * Complete plan and cost estimate to relocate TMC from City Hall to Ross Annex
- * Prepare 5-year speed study.

PERFORMANCE MEASURES	Actual	Actual	Estimated	Objective
	FY 07-08	FY 08-09	FY 09-10	FY 10-11
Service Level				
# of citizen, Council, and PD requests processed	487	546	430	450
# of parking permits issued (# of districts)	2442 (27)	2064 (27)	2350 (27)	2500 (27)
# of traffic signals/stripping/traffic control plan sets reviewed (average days to check)	143 (9)	144 (8)	127 (8)	140 (7)
Efficiency				
Average # of days to process citizen requests	18	20	20	20

INTERNAL SERVICE FUNDS

PUBLIC WORKS ENGINEERING SERVICES					FUND	086
Traffic Engineering					Department	17
					Program	620
Account Code	LINE ITEM RESOURCES	ACTUAL FY 07-08	ACTUAL FY 08-09	PROJECTED FY 09-10	PROPOSED FY 10-11	
61000	Salaries Regular	1,125,414	1,414,922	1,641,590	1,395,350	
61020	Salaries Part-Time	157,616	192,622	237,795	232,440	
61040	Salaries Overtime	2,613	413	21,000	15,000	
61100	Retirement-Employer Contribution	56,012	82,091	145,155	102,105	
61120	Medicare Insurance	16,434	20,775	23,400	22,680	
61130	Health Insurance	112,801	141,302	149,850	150,190	
61170	Retiree Health Benefits	10,778	19,450	28,385	23,765	
61180	Workers Compensation Insurance	17,159	26,083	40,015	23,240	
	SUBTOTAL PERSONNEL	1,498,828	1,897,659	2,287,190	1,964,770	
62010	Communications	47,751	45,657	45,000	45,000	
62120	Training, Transportation, Meetings	6,873	6,924	8,000	5,000	
62140	Membership, Subscription, Dues	2,801	3,177	12,000	12,000	
62300	Contract Services-Professional	16,279	59,833	46,655	26,140	
62302	Contracted Vendor Personnel Services	9,966	0	0	0	
62322	M & R Machinery & Equipment	0	1,281	1,895	0	
62501	Operating Lease Expense	60,217	59,869	59,835	59,835	
	SUBTOTAL CONTRACTUAL	143,887	176,740	173,385	147,975	
63001	Miscellaneous Office Expenses	39,801	43,773	40,635	39,530	
	SUBTOTAL COMMODITIES	39,801	43,773	40,635	39,530	
65000	Building Rental	82,760	88,555	88,555	88,555	
65010	Rental City Equipment	49,516	49,930	49,930	43,020	
65100	Insurance Charges	86,370	86,370	86,370	86,370	
65240	Public Works Administrative Charges	287,310	249,055	281,920	127,735	
65400	Indirect Costs	80,095	81,268	81,905	98,895	
	SUBTOTAL CROSS CHARGES	586,050	555,178	588,680	444,575	
66400	Machinery & Equipment	2,256	0	5,000	0	
66510	Computer Software	3,090	4,019	0	0	
66600	Books, Records, Video	0	519	1,000	0	
	SUBTOTAL CAPITAL	5,346	4,538	6,000	0	
	TOTAL	2,273,913	2,677,887	2,813,970	2,596,850	
Class Code	AUTHORIZED PERSONNEL	ADOPTED FY 09-10		PROPOSED FY 10-11		
		Full Time	Part Time	Full Time	Part Time	
2080	Assistant Engineer - Transportation (T)	1.00		1.00		
2100	Assistant Engineer II	5.00		5.00		
2155	Assistant Traffic Operations Engineer	2.00		1.00		
0320	City Engineer	0.25		0.25		
2131	Senior Civil Engineer	3.75		3.75		
4360	Street Maintenance Supervisor	0.50		0.50		
	Transit Program Manager	0.00		0.60		
1080	Transportation Manager	0.60		0.00		
9130	Engineering Intern, P/T		10.00		10.00	
9505	Permit Parking Aide, P/T		2.00		2.00	
	TOTAL	13.10	12.00	12.10	12.00	

INTERNAL SERVICE FUNDS

PUBLIC WORKS ADMINISTRATIVE SERVICES

ACCOUNTING UNIT

Administration

10117601

Statement of Purpose

To provide Public Works staff with the support, resources, and environment needed to operate effectively, efficiently, and proactively in the delivery of services to internal/external customers.

This program provides overall management and logistical support to the Public Works Agency. Included are the Office of the Executive Director and the Administrative Services Division.

Accomplishments in 08-09 & 09-10

FY 08-09

- * Submitted an application for funding of the Go Local Program. Hired consultants for planning, design financial planning and environmental work for the Fixed Guideway Project (modern street car).
- * Submitted a request for funding to develop a concept Master Site Plan for the SARTC and grade separation of Santa Ana Blvd.
- * Moved forward with the \$100 million Project Restore to improve residential streets using bond proceeds and other funding sources.
- * Continued the \$225 million Bristol Street widening from Warner Avenue to 17th Street. Started construction on segment from Pine to 3rd.
- * Continued implementation of GIS. Completed phase 1 of the document imaging project.
- * Investigated the feasibility of graffiti program enhancements to include upper level and pen tag removals, and color matching.

FY 09-10

- * Started conceptual and engineering studies for downtown street car circulation, SARTC expansion, and PE right-of-way development projects.
- * Continued to move forward with \$100 million Project Restore to improve residential streets using bond proceeds and other funding.
- * Continued the \$225 million Bristol Street widening from Warner Avenue to 17th Street.
 - Completed construction of the widening between Pine and Third.
 - Completed 60% right-of-way acquisition between 3rd and Civic Center.
 - Completed 90% of the Bristol Street widening between Pine and McFadden.
- * Continued implementation of GIS:
 - Completed GIS linkage to MicroPaver Database for improved map visualization and data analysis.
 - Assumed responsibility for support of Planning and Building Agency computer network. Improved server infrastructure.
- * Added all of the City's parks into the graffiti removal program.
- * Assumed responsibility for the management and operation of the Santa Ana Regional Transportation Center.
- * Completed a partial sanitation fee audit to ensure maximum revenue collected for all Sanitation programs.

Action Plan for FY 2010-11

Engineering

- * For the Santa Ana Fixed Guideway Project:
 - a) Complete the alternative analysis by spring 2011.
 - b) Adopt a locally preferred alternative by summer 2011.
 - c) Complete the Environmental Impact Report by December 2011.
- * Complete the SARTC Master Plan Study and 90% of the Santa Ana Boulevard Grade Separation Study by June 2011.
- * Complete construction of 260 miles of residential street repair project by January 2011.
- * Complete construction of Bristol Street widening Phase I by September 2010 and R/W acquisition for Phase II by June 2011. Establish a funding strategy in coordination with OCTA for the \$225 million Bristol Street widening project.

Maintenance

- * Complete a reforestation project on South Flower from First St. to Edinger Ave. by infilling and replacing sycamore trees by June 2010.
- * Develop a process to monitor properties with 5 or more occurrences of graffiti within 1 year for referral to code Enforcement for property modification by September 2010.
- * Develop an action plan of maintaining sweeping services throughout the city as employees retire, by December 2010.
- * Establish a method of adding all newly developed properties to the sanitation fee invoicing process by January 2011.

Water

- * Complete the environmental process for the San Lorenzo Sewer Lift Station project and complete the purchase of required right-of-way.
- * Finalize the design and advertise for bids by July 2011.
- * Complete construction of the West Pump Station upgrades project, including a new pump station building by June 2011.
- * Continue working in coordination with the California Department of Public Health to construct public water system improvements to serve the Diamond Park Mutual Water Company and Catalina Pump Owners Association customers by June 2011.

Administrative Services

- * Continue implementation of GIS:
 - a) Complete development of new version of the SAGIS viewer application by December 2010.
 - b) Explore feasibility and system requirements to interface with SAPIN by June 2011.
- * Implement the first (2010) year of a 3-year energy leader partnership program with Southern California Edison.
- * Implement the energy retrofits to city buildings and parks funded by the Stimulus Energy Efficiency and Conservation Block Grant by February 2011.
- * Work toward making The Depot a self-sustaining operation and determine possible sources for funding capital improvements.

INTERNAL SERVICE FUNDS

PUBLIC WORKS ADMINISTRATIVE SERVICES		FUND 101			
Administration		Department 17			
		Program 601			
Account Code	LINE ITEM RESOURCES	ACTUAL FY 07-08	ACTUAL FY 08-09	PROJECTED FY 09-10	PROPOSED FY 10-11
61000	Salaries Regular	1,629,745	1,765,941	1,853,080	1,816,525
61020	Salaries Part-Time	78,242	87,552	94,665	156,245
61040	Salaries Overtime	4,985	121	1,000	1,500
61100	Retirement-Employer Contribution	85,326	104,981	160,500	131,075
61120	Medicare Insurance	19,764	21,242	23,255	27,425
61130	Health Insurance	222,822	241,348	234,225	261,715
61170	Retiree Health Benefits	15,420	23,308	31,960	30,265
61180	Workers Compensation Insurance	35,607	37,192	39,295	34,905
	SUBTOTAL PERSONNEL	2,091,910	2,281,685	2,437,980	2,459,655
62010	Communications	26,793	27,862	29,000	30,000
62120	Training, Transportation, Meetings	22,203	43,007	55,060	42,560
62140	Membership, Subscription, Dues	491	3,011	500	12,100
62300	Contract Services-Professional	432,069	611,003	985,890	926,005
62302	Contracted Vendor Personnel Services	0	0	0	30,000
62322	M & R Machinery & Equipment	5,029	7,799	13,910	18,550
62501	Operating Lease Expense	75,923	75,483	75,480	75,480
62600	Parking Validation	0	0	0	2,100
62700	Auto Expense	0	0	0	6,000
	SUBTOTAL CONTRACTUAL	562,508	768,166	1,159,840	1,142,795
63001	Miscellaneous Office Expenses	44,407	33,376	41,440	40,900
	SUBTOTAL COMMODITIES	44,407	33,376	41,440	40,900
65000	Building Rental	88,100	94,265	94,265	106,485
65010	Rental City Equipment	31,638	35,215	35,800	40,810
65100	Insurance Charges	6,540	6,540	6,540	6,540
65205	Internal Department Personnel Charges	406,067	400,357	432,165	402,165
65400	Indirect Costs	107,415	92,764	86,450	118,850
	SUBTOTAL CROSS CHARGES	639,760	629,141	655,220	674,850
66400	Machinery & Equipment	8,900	57,050	270,000	264,000
66510	Computer Software	(1,035)	7,216	0	1,000
	SUBTOTAL CAPITAL	7,865	64,265	270,000	265,000
68000	Transfer to Fund 11	0	0	0	100,000
	SUBTOTAL TRANSFER OUT	0	0	0	100,000
	TOTAL	3,346,451	3,776,634	4,564,480	4,683,200

INTERNAL SERVICE FUNDS

PUBLIC WORKS ADMINISTRATIVE SERVICES				FUND	101
Administration				Department	17
				Program	601
Class Code	AUTHORIZED PERSONNEL	ADOPTED FY 09-10		PROPOSED FY 10-11	
		Full Time	Part Time	Full Time	Part Time
0910	Admin. & Enterprise Services Manager	1.00		1.00	
1850	Contracts Administrator	1.00		1.00	
2170	Executive Director, Public Works Agency	1.00		1.00	
7390	Executive Secretary	1.00		1.00	
2190	GIS Administrator	1.00		1.00	
7090	Lead Accounting Assistant	1.00		1.00	
1200	Management Aide	0.00		1.00	
0020	Micro System Technician	1.00		1.00	
0390	Office Supervisor	1.00		1.00	
6140	Projects Manager	1.00		2.00	
4519	Public Works Dispatcher	1.00		1.00	
7430	Records Specialist	1.00		1.00	
7270	Secretary	1.00		1.00	
7280	Senior Accounting Assistant	3.00		3.00	
0150	Senior Management Analyst	1.00		1.00	
7330	Senior Office Assistant	5.00		5.00	
0428	Street Lighting Maintenance Worker	1.00		0.00	
1060	Systems Technician	1.00		1.00	
9090	Clerk Typist II, P/T		0.00		1.00
9900	Right-of-Way Technician, P/T		1.00		1.00
7330	Senior Office Assistant, PTCS		2.00		2.00
	Public Works Records Assistant, P/T		0.00		1.00
	Street Light Maintenance Technician, P/T		0.00		1.00
	TOTAL	----- 23.00 =====	----- 3.00 =====	----- 24.00 =====	----- 6.00 =====

INTERNAL SERVICE FUNDS

PUBLIC WORKS ENGINEERING SERVICES
Development Engineering

ACCOUNTING UNIT
10117605

Statement of Purpose

To provide quality service to the city's residents and development community by ensuring that all public and private development projects comply with applicable City standards.

Development Services coordinates the review of all development projects submitted to the Public Works Agency for impacts to the City's infrastructure system and is responsible for the collection of Public Works-related fees associated with development projects.

Accomplishments in FY 08-09 & 09-10

FY 08-09

- * Sonic Drive-In, Rite Aid, Walgreens, Global Empire mixed-use development, indoor sports facilities, Azure Plaza Village Wintersburg Church, and Calvary Lutheran Church.
- * Provided plan check services for development projects and processed street improvements and building permit applications, including tract and parcel maps, street vacations, grading plans, utility and miscellaneous permits

FY 09-10

- * Reviewed medium and major development projects to assess impacts to the city's infrastructure and identified requirements for project implementation such as: Courtyard by Marriott, McDonalds Restaurant, Santa Ana Express Car Wash, Francis Xavier House, and Whitworth School.
- * Provided plan check services for development projects and processed street improvements and building permit applications, including tract and parcel maps, street vacations, grading plans, utility and miscellaneous permits.

Action Plan for FY 2010-11

- * Review and process site plans, improvement plans, and maps for major developments such the Station District properties, Alton Court residential development, Integral Properties, Courtyard by Marriott, Rite Aid, and Town & Country Manor Assisted Living.
- * Provide accurate, timely, and responsive review of development projects, which includes fees, conditions, right of way requirements, grading, street improvement plans, etc
- * Work with the City of Tustin to prepare a report analyzing Transportation System Improvement Area impact fee rates

PERFORMANCE MEASURES	Actual	Actual	Estimated	Objective
	FY 07-08	FY 08-09	FY 09-10	FY 10-11
Service Levels				
# of final subdivisions and right-of-way plan checks	84	73	60	60
# of street work and miscellaneous permits issued	245	255	508	450
# of building permit applications processed	1158	616	445	450
# of site plan reviews, variances, and CUPs processed	75	72	43	50
# of utility plan checks	463	184	364	350
# of grading and improvements plan checks	115	92	59	60
# of wide load permits	586	518	500	500
Efficiency				
Average # of work days to process tract and parcel map plan checks	12	12	12	12
Average # of work days to process site plans	15	15	15	15
Effectiveness				
% of maps checked within 10 work days	85	85	85	85
% of site plans reviewed within 18 work days	90	90	90	90

INTERNAL SERVICE FUNDS

PUBLIC WORKS ADMINISTRATIVE SERVICES		FUND 101			
Development Engineering		Department 17			
		Program 605			
Account Code	LINE ITEM RESOURCES	ACTUAL FY 07-08	ACTUAL FY 08-09	PROJECTED FY 09-10	PROPOSED FY 10-11
61000	Salaries Regular	787,324	897,119	985,725	662,290
61020	Salaries Part-Time	29,661	34,249	37,875	33,405
61040	Salaries Overtime	0	35	0	0
61100	Retirement-Employer Contribution	39,416	51,680	82,905	45,550
61120	Medicare Insurance	9,076	10,697	11,665	9,430
61130	Health Insurance	88,830	95,507	96,495	81,320
61170	Retiree Health Benefits	7,487	12,399	16,975	10,265
61180	Workers Compensation Insurance	10,969	12,484	19,715	10,135
	SUBTOTAL PERSONNEL	972,763	1,114,170	1,251,355	852,395
62010	Communications	5,950	6,229	7,500	7,500
62120	Training, Transportation, Meetings	2,870	1,412	2,000	2,000
62140	Membership, Subscription, Dues	0	387	1,000	1,000
62300	Contract Services-Professional	9,220	8,187	10,595	10,080
62322	M & R Machinery & Equipment	0	70	35	0
62501	Operating Lease Expense	24,308	24,167	24,165	24,165
	SUBTOTAL CONTRACTUAL	42,349	40,451	45,295	44,745
63001	Miscellaneous Office Expenses	8,620	7,672	9,640	10,820
	SUBTOTAL COMMODITIES	8,620	7,672	9,640	10,820
65010	Rental City Equipment	5,164	5,250	5,250	5,250
65100	Insurance Charges	25,190	25,190	25,190	25,190
65205	Internal Department Personnel Charges	79,207	120,320	127,070	127,070
65400	Indirect Costs	51,321	47,345	41,940	41,880
	SUBTOTAL CROSS CHARGES	160,882	198,105	199,450	199,390
66600	Books, Records, Video	0	43	100	100
	SUBTOTAL CAPITAL	0	43	100	100
	TOTAL	1,184,614	1,360,441	1,505,840	1,107,450

Class Code	AUTHORIZED PERSONNEL	ADOPTED FY 09-10		PROPOSED FY 10-11	
		Full Time	Part Time	Full Time	Part Time
2100	Assistant Engineer II	4.75		2.75	
0320	City Engineer	0.20		0.20	
2129	Principal Civil Engineer	0.75		0.75	
1600	Senior Assistant Engineer	0.50		0.50	
2131	Senior Civil Engineer	0.55		0.25	
2110	Senior Engineer	1.00		1.00	
9130	Engineering Intern, P/T		2.00		2.00
	TOTAL	7.75	2.00	5.45	2.00

**COMMUNITY DEVELOPMENT AGENCY
DEPARTMENT RESOURCE SUMMARY**

COMMUNITY DEVELOPMENT AGENCY

REVENUE	ADOPTED FY 07-08	ADOPTED FY 08-09	PROJECTED FY 09-10	PROPOSED FY 10-11
Tax Increment				
South Main	20,673,670	23,108,240	23,108,240	20,966,115
Central City	10,638,560	11,910,760	11,910,760	10,361,780
South Harbor	10,954,995	12,397,925	12,397,925	11,107,835
Intercity	2,835,775	3,221,060	3,221,060	3,148,980
North Harbor	2,823,870	2,925,425	2,925,425	2,740,960
Bristol Corridor	3,738,490	3,985,825	3,985,825	3,160,815
TOTAL TAX INCREMENT	51,665,360	57,549,235	57,549,235	51,486,485
HUD-Section 8 Vouchers	25,006,840	27,740,300	28,208,205	29,972,375
Balance Forward				
Tax Increment	0	4,883,420	3,452,000	0
Agency Operations	0	1,150,000	0	0
Community Development Block Grant	0	0	240,000	0
Inclusionary Housing Fee	0	0	0	1,047,000
HOPWA Grant	13,000	26,000	115,060	0
HUD Section 8 Vouchers	1,648,110	1,735,715	151,655	0
Issuer Fee	10,000	12,000	0	0
Department of Labor Youth Grant	24,960	0	0	0
Parking Meter Fund	435,000	400,000	500,000	0
Federal Empowerment Zone Program	1,362,000	1,367,910	665,000	0
Orange County Grants (Special Projects)	42,640	0	0	0
HOME Program	30,000	0	0	0
Workforce Investment Act	682,930	738,945	0	0
TOTAL BALANCE FORWARD	4,248,640	10,313,990	5,123,715	1,047,000
Workforce Investment Act/Workforce Investment Board	3,551,545	3,542,930	3,577,200	3,805,720
Hsng Opportunities for Persons with Aids (HOPWA)	1,371,940	1,402,000	1,402,000	1,568,180
HOME Program	2,606,670	2,490,135	2,380,135	2,613,050
Parking Meter/Downtown Parking Facilities	2,437,000	2,582,000	2,500,500	2,453,500
Orange County Grants (Special Projects)	631,970	662,970	536,470	0
Neighborhood Stabilization - Program Income (NSP)	0	0	0	3,000,000
Community Development Block Grant (CDBG)				
CDBG Administration	670,000	575,000	592,800	700,000
Neighborhood Improvement	250,000	250,000	140,000	175,000
Development Services	200,000	200,000	125,000	125,000
TOTAL CDBG	1,120,000	1,025,000	857,800	1,000,000
Fees & Interest Earnings				
Interest, Loan Repayments, IDB Fees, Loan Fees, Proposal Fees, Seminar Fees, Developer Fees, & Investment Income	1,244,000	2,115,990	1,346,000	1,728,400
Miscellaneous				
Sale of Land	1,570,000	0	0	0
Lease Revenues	1,351,270	3,224,875	1,913,310	1,078,750
Housing & Urban Development (ESG)	306,505	304,970	303,600	302,830
Property Leases/Issuer Fees	86,400	79,200	115,200	7,200
Transfer from Fund 402	1,182,740	1,181,800	1,282,125	1,206,620
The Depot (Regional Transportation Center)	779,845	816,180	750,765	0
Downtown Maintenance Fund	550,000	625,000	450,000	283,160
Department of Labor Grant	0	0	728,055	714,000
Enterprise Zone Voucher Fee	100,000	100,000	240,000	180,000
Federal Empowerment Zone Issuer Fee	0	0	40,000	0
Mortgage Assistance Revenue	80,000	47,385	21,000	0
Other	0	0	200,000	295,000
TOTAL MISCELLANEOUS	6,006,760	6,379,410	6,044,055	4,067,560
TOTAL REVENUE	99,890,725	115,803,960	109,525,315	102,742,270

**COMMUNITY DEVELOPMENT AGENCY
DEPARTMENT RESOURCE SUMMARY**

COMMUNITY DEVELOPMENT AGENCY

ACTIVITIES	ADOPTED FY 07-08	ADOPTED FY 08-09	PROJECTED FY 09-10	PROPOSED FY 10-11
Administration				
ADMINISTRATIVE SERVICES				
Administrative Services	2,318,010	2,509,700	2,010,220	1,809,200
CDBG & Technical Services Section	685,325	582,245	836,400	715,000
Parking Meter Operations	1,400,235	1,373,040	1,270,600	1,140,495
Parking Facilities Management	986,280	1,020,320	1,037,490	987,490
The Depot (Regional Transportation Ctr.)*	919,920	1,017,630	1,140,020	0
Community Development Maintenance	<u>550,000</u>	<u>625,000</u>	<u>486,000</u>	<u>283,160</u>
SUBTOTAL	6,859,770	7,127,935	6,780,730	4,935,345
REDEVELOPMENT				
Redevelopment Administration	<u>1,317,850</u>	<u>1,789,840</u>	<u>1,670,000</u>	<u>1,503,000</u>
SUBTOTAL	1,317,850	1,789,840	1,670,000	1,503,000
ECONOMIC DEVELOPMENT				
Economic Development / Graphics	2,873,010	2,866,990	1,800,000	1,620,000
Employment Services	2,898,665	3,059,345	3,568,180	3,238,295
Empowerment Zone	<u>1,076,070</u>	<u>1,162,310</u>	<u>705,000</u>	<u>0</u>
SUBTOTAL	6,847,745	7,088,645	6,073,180	4,858,295
HOUSING DIVISION				
Development Rehabilitation	2,714,710	2,793,710	2,833,465	3,168,425
Assisted Housing	2,727,635	2,929,940	2,324,545	2,300,045
Neighborhood Improvement	<u>1,175,000</u>	<u>1,225,000</u>	<u>1,034,405</u>	<u>816,830</u>
SUBTOTAL	6,617,345	6,948,650	6,192,415	6,285,300
Total Administration	21,642,710	22,955,070	20,716,325	17,581,940
Capital Projects				
Parking Meter Fund	71,000	835,000	930,000	25,000
Depot *	0	30,000	0	0
CDBG - NIP	50,000	50,000	50,000	0
Issuer Fee	0	0	0	150,000
South Main Commercial Corridor	3,594,735	6,081,650	2,172,225	1,927,500
Merged Redevelopment Project Area	1,557,905	400,000	1,465,000	1,629,615
Residential Rehabilitation	<u>6,865,000</u>	<u>7,850,000</u>	<u>11,283,465</u>	<u>11,498,940</u>
Total Capital Projects	12,138,640	15,246,650	15,900,690	15,231,055
<i>* The Depot transferred to Public Works in FY 09-10</i>				

**COMMUNITY DEVELOPMENT AGENCY
DEPARTMENT RESOURCE SUMMARY**

COMMUNITY DEVELOPMENT AGENCY

ACTIVITIES	ADOPTED FY 07-08	ADOPTED FY 08-09	PROJECTED FY 09-10	PROPOSED FY 10-11
Debt Service/Obligations				
CENTRAL CITY				
Fund 517-1989 TAB Series B **	5,770,550	5,768,000	5,766,985	5,769,415
Fund 518-1989 TAB Series E**	1,761,315	1,763,945	1,767,350	1,770,945
JMB/Santa Ana Venture	775,000	1,307,965	950,000	900,000
Phillips Hutton Building	<u>367,115</u>	<u>1,550,000</u>	<u>0</u>	<u>0</u>
SUBTOTAL	8,673,980	10,389,910	8,484,335	8,440,360
INTER-CITY				
Fund 527-1989 TAB Series A**	<u>741,165</u>	<u>738,690</u>	<u>739,580</u>	<u>738,665</u>
SUBTOTAL	741,165	738,690	739,580	738,665
SOUTH HARBOR				
Fund 547-1989 TAB Series C**	<u>1,261,005</u>	<u>1,262,220</u>	<u>1,260,530</u>	<u>1,260,765</u>
SUBTOTAL	1,261,005	1,262,220	1,260,530	1,260,765
SOUTH MAIN				
Fund 552-2003 TAB Series A**	1,278,850	1,278,325	1,275,685	1,277,300
Fund 558-2003 TAB Series B**	2,889,975	2,890,700	2,888,665	2,899,400
Parking Lot Leases	<u>40,000</u>	<u>40,000</u>	<u>46,295</u>	<u>46,500</u>
SUBTOTAL	4,208,825	4,209,025	4,210,645	4,223,200
MERGED REDEVELOPMENT PROJ AREA				
California State University Fullerton Lease	60,000	0	0	0
Discovery Science Lease	135,000	45,000	0	0
Sycamore Garage	180,000	180,000	180,000	180,000
Doubletree Hotel	700,000	1,000,000	1,281,360	500,000
Payments to Other Agencies	7,401,615	12,404,085	11,481,770	10,476,455
Erickson Lease	0	0	0	200,000
Others	<u>10,700</u>	<u>10,700</u>	<u>10,700</u>	<u>10,700</u>
SUBTOTAL	8,487,315	13,639,785	12,953,830	11,367,155
PARKING FACILITIES - COP *	1,321,565	1,266,065	1,351,465	1,439,265
Total Debt Service/Obligations	24,693,855	31,505,695	29,000,385	27,469,410
* Certificates of Participation (COP)				
** Tax Allocation Bond (TAB)				

**COMMUNITY DEVELOPMENT AGENCY
DEPARTMENT RESOURCE SUMMARY**

COMMUNITY DEVELOPMENT AGENCY

ACTIVITIES	ADOPTED FY 07-08	ADOPTED FY 08-09	PROJECTED FY 09-10	PROPOSED FY 10-11
Loan Repayments to the General Fund	3,829,640	5,838,740	7,624,090	2,537,690
Loan Programs				
COMMERCIAL LOANS & REBATES				
Commercial Rebates	1,000,000	600,000	1,000,000	1,250,000
RESIDENTIAL LOANS & GRANTS				
Rehabilitation Loans & Grants	8,651,135	9,282,905	5,357,905	5,539,410
Emergency Shelter Grants	291,180	297,725	300,000	287,830
Hsng Opportunities for Persons with AIDS	1,291,730	1,342,190	1,451,940	1,491,135
SUBTOTAL	10,234,045	10,922,820	7,109,845	7,318,375
Total Loan Programs and Rebates	11,234,045	11,522,820	8,109,845	8,568,375
Section 8 Vouchers & Certificates	23,930,525	26,543,885	25,482,135	27,072,375
Payments to Subagents & Contractors	2,421,310	2,191,100	2,691,845	4,281,425
TOTAL ALL ACTIVITIES	<u>99,890,725</u>	<u>115,803,960</u>	<u>109,525,315</u>	<u>102,742,270</u>

**COMMUNITY DEVELOPMENT AGENCY
DEPARTMENT RESOURCE SUMMARY**

COMMUNITY DEVELOPMENT AGENCY

Class Code	AUTHORIZED PERSONNEL	ADOPTED FY 09-10		PROPOSED FY 10-11	
		Full Time		Full Time	
Administrative Services Division					
2491	Deputy City Manager for Dev Services	0.25		0.15	
2865	Asst Director of Community Development	0.95		0.90	
2460	Housing Division Manager	0.10		0.10	
0910	Housing Development Analyst	0.15		0.00	
0150	Senior Management Analyst	1.00		1.00	
1840	Housing Programs Analyst	0.10		0.25	
0520	Housing Programs Coordinator	0.10		0.10	
2700	Senior Residential Construction Specialist	0.00		0.10	
7000	Loan Specialist	0.20		0.10	
2860	Tenant Services Technician	1.00		0.00	
3900	Parking Control Officer	3.00		3.00	
2890	Parking Meter Operations Supervisor	1.00		1.00	
0080	Parking Meter Technician II	3.00		3.00	
1720	Management Analyst	1.85		1.95	
2399	Graphics Supervisor	0.50		0.00	
7280	Senior Accounting Assistant	1.95		1.80	
7584	Senior Community Development Analyst	1.00		1.00	
7390	Executive Secretary	1.00		0.70	
4270	Employment Services Fiscal Specialist	0.02		0.00	
7270	Secretary	1.50		0.80	
7330	Senior Office Assistant	1.00		0.60	
7360	Senior Office Specialist	1.00		0.00	
	TOTAL	20.67		16.55	
Redevelopment Division					
2491	Deputy City Manager for Dev Services	0.30		0.35	
2865	Asst. Director of Community Development	0.00		0.10	
0605	Redevelopment Program Manager	0.50		0.50	
0600	Redevelopment Project Manager III	1.50		1.50	
7390	Executive Secretary	0.00		0.20	
7270	Secretary	0.50		0.20	
7330	Senior Office Assistant	0.00		0.40	
	TOTAL	2.80		3.25	
Economic Development Division					
2491	Deputy City Manager for Dev Services	0.20		0.15	
2690	Economic Development Manager	1.00		1.00	
0350	Economic Development Specialist III	2.00		3.00	
0550	Economic Development Specialist II	3.00		2.00	
0560	Economic Development Specialist I	1.00		1.00	
0570	Economic Development Aide	1.00		0.00	
8374	Workforce Specialist IV	3.00		1.00	
8373	Workforce Specialist III	3.00		3.00	
8372	Workforce Specialist II	14.00		14.00	
8371	Workforce Specialist I	3.00		0.00	
1720	Management Analyst	0.15		0.05	
2399	Graphics Supervisor	0.50		1.00	
4270	Employment Services Fiscal Specialist	0.98		1.00	
7280	Senior Accounting Assistant	0.05		0.20	
7270	Secretary	1.00		1.00	
7330	Senior Office Assistant	3.00		2.00	
0060	Receptionist	2.00		2.00	
	SUBTOTAL	38.88		32.40	

**COMMUNITY DEVELOPMENT AGENCY
DEPARTMENT RESOURCE SUMMARY**

COMMUNITY DEVELOPMENT AGENCY

Class Code	AUTHORIZED PERSONNEL	ADOPTED FY 09-10		PROPOSED FY 10-11	
		Full Time		Full Time	
Housing Division					
2491	Deputy City Manager for Dev Services	0.25		0.35	
2865	Asst Director of Community Development	0.05		0.00	
2460	Housing Division Manager	0.90		0.90	
0520	Housing Programs Coordinator	0.90		0.90	
7640	Housing Authority Coordinator	1.00		1.00	
0600	Redevelopment Project Manager III	0.50		0.50	
7610	Community Development District Manager	3.00		2.00	
1720	Management Analyst	1.00		1.00	
0910	Housing Development Analyst	0.85		0.00	
1840	Housing Programs Analyst	0.90		1.75	
2700	Senior Residential Construction Specialist	1.00		0.90	
1860	Senior Housing Specialist	2.00		2.00	
2710	Residential Construction Specialist	2.00		2.00	
1900	Housing Specialist II	6.00		6.00	
7000	Loan Specialist	0.80		0.90	
2760	Property Rehabilitation Assistant	1.00		1.00	
7390	Executive Secretary	0.00		0.10	
7580	Housing Programs Aide	1.00		1.00	
7280	Senior Accounting Assistant	1.00		1.00	
7010	Accounting Assistant	1.00		1.00	
7270	Secretary	1.00		1.00	
7330	Senior Office Assistant	7.00		6.00	
1640	Senior Receptionist	1.00		1.00	
1885	Housing Authority Analyst	1.00		1.00	
0605	Redevelopment Program Manager	0.50		0.50	
	TOTAL	<u>35.65</u>		<u>33.80</u>	
	TOTAL PERSONNEL	<u>98.00</u>		<u>86.00</u>	

**COMMUNITY DEVELOPMENT AGENCY
DIVISION RESOURCE SUMMARY**

Administrative Services Division

ACTIVITIES	ACTUAL FY 07-08	ACTUAL FY 08-09	PROJECTED FY 09-10	PROPOSED FY 10-11
Administration				
57018843 Administrative Services	<u>1,650,008</u>	<u>1,745,125</u>	<u>2,010,220</u>	<u>1,809,200</u>
SUBTOTAL	1,650,008	1,745,125	2,010,220	1,809,200
Operating - Account Unit xxx18020/xxx18021/xxx18850				
62xxx Contractual	1,107,207	783,613	2,629,355	1,489,015
67xxx Debt Service	14,958,062	16,047,422	14,642,795	14,605,290
68000 Interfund Transfers-Less Hsng Set-Aside	28,376,991	22,886,670	23,506,035	23,205,805
68000-50x Interfund Trans-To Hsng Set-Aside	14,184,916	14,987,675	15,100,105	13,573,155
68010-011 Misc-Loan Payment to General Fund	3,829,640	6,211,740	7,624,090	2,537,690
69135 Misc-Payments to Other Agencies	9,862,578	11,339,908	11,176,770	0
69xxx Misc Other	<u>54,531</u>	<u>2,011,117</u>	<u>1,540,000</u>	<u>11,435,840</u>
SUBTOTAL	72,373,925	74,268,145	76,219,150	66,846,795
Community Dev Block Grant/Emergency Shelter Grant				
13518780 CDBG Administration	383,325	389,954	832,800	700,000
13518783 CDBG Projects	6,627,987	6,696,537	6,037,200	6,451,630
13518785 ESG Administration & Projects	<u>263,042</u>	<u>357,896</u>	<u>303,600</u>	<u>302,830</u>
SUBTOTAL OPERATING	7,274,354	7,444,387	7,173,600	7,454,460
Parking Meter & Downtown Parking Facilities				
02718860 Operations	1,146,689	1,077,772	1,350,600	1,165,495
02718861 Facilities Management	942,106	902,501	1,887,490	987,490
02718020 COP Debt Service	<u>1,301,969</u>	<u>1,247,606</u>	<u>1,351,465</u>	<u>1,439,265</u>
SUBTOTAL	3,390,764	3,227,879	4,589,555	3,592,250
The Depot (Regional Transportation Center) *				
06718870 Operations	<u>1,302,952</u>	<u>870,953</u>	<u>1,047,630</u>	<u>1,140,020</u>
SUBTOTAL	1,302,952	870,953	1,047,630	1,140,020
Community Development Maintenance				
40718842 Community Development Maint.	<u>298,446</u>	<u>313,046</u>	<u>486,000</u>	<u>283,160</u>
SUBTOTAL	298,446	313,046	486,000	283,160
TOTAL	<u><u>86,290,449</u></u>	<u><u>87,869,535</u></u>	<u><u>91,526,155</u></u>	<u><u>81,125,885</u></u>
<p>* The Depot transferred to Public Works during FY 09-10</p>				

**COMMUNITY DEVELOPMENT AGENCY
DIVISION RESOURCE SUMMARY**

Administrative Services Division

Class Code	AUTHORIZED PERSONNEL	ADOPTED FY 09-10		PROPOSED FY 10-11	
		Full Time		Full Time	
2491	Deputy City Manager for Dev Services	0.25		0.15	
2865	Asst Director of Community Development	0.95		0.90	
2460	Housing Division Manager	0.10		0.10	
0910	Housing Development Analyst	0.15		0.00	
0150	Senior Management Analyst	1.00		1.00	
1840	Housing Programs Analyst	0.10		0.25	
0520	Housing Programs Coordinator	0.10		0.10	
2700	Senior Residential Construction Specialist	0.00		0.10	
7000	Loan Specialist	0.20		0.10	
2860	Tenant Services Technician	1.00		0.00	
3900	Parking Control Officer	3.00		3.00	
2890	Parking Meter Operations Supervisor	1.00		1.00	
0080	Parking Meter Technician II	3.00		3.00	
1720	Management Analyst	1.85		1.95	
2399	Graphics Supervisor	0.50		0.00	
7280	Senior Accounting Assistant	1.95		1.80	
7584	Senior Community Development Analyst	1.00		1.00	
7390	Executive Secretary	1.00		0.70	
4270	Employment Services Fiscal Specialist	0.02		0.00	
7270	Secretary	1.50		0.80	
7330	Senior Office Assistant	1.00		0.60	
7360	Senior Office Specialist	1.00		0.00	
	TOTAL	<u>20.67</u>		<u>16.55</u>	

COMMUNITY DEVELOPMENT AGENCY

ADMINISTRATIVE SERVICES Various	PROGRAM
<p data-bbox="115 264 695 306">Statement of Purpose</p> <p data-bbox="115 338 1502 401"><i>To provide professional, reliable services and products in a courteous, resourceful and responsive manner which meet or exceed customer expectations.</i></p> <p data-bbox="115 432 1502 558">To provide these services, the operations of the Administrative Services Division is divided into four sections: Administrative Services, CDBG and ESG Administration, Downtown Parking Facilities, and Parking Meter. Additionally, these activities provide for the expenditure of funds to repay debt, to make payments to the other taxing agencies, and to transfer funds to the housing set-aside fund.</p>	
<p data-bbox="695 653 927 684" style="text-align: center;"><u>SERVICE PROGRAM</u></p> <p data-bbox="115 716 529 747">ADMINISTRATIVE SERVICES</p> <p data-bbox="115 747 1502 894">The Administrative Services Division manages and directs the Agency's efforts in providing responsive financial, budgetary, administrative, and clerical services. This activity includes the managing and directing of all the Agency's financial activities as well as the support services operations. Additionally, this division processes debt service payments to investors, pass-throughs to taxing agencies and the housing funds, and transfers of funds to repay Agency debt to the City.</p> <p data-bbox="115 926 1162 957">COMMUNITY DEVELOPMENT BLOCK GRANT/EMERGENCY SHELTER GRANT</p> <p data-bbox="115 957 1502 1209">The Housing and Community Development Act of 1974 provides funds to cities and counties to develop urban communities, decent housing, suitable living environments, and expanded economic opportunities, primarily for the benefit of low and moderate-income people. This federal program gives priority to activities which benefit low and moderate-income individuals with an emphasis on residential areas. Community Development Block Grant projects are carried out by several operating departments within the City and by sub recipients. Public Hearings are held each winter to plan projects for the next fiscal year. The projects chosen are recommended by citizens, commissioners, and staff. They are submitted to the City Council in March and to the U.S. Department of Housing & Urban Development (HUD) for final approval by May of each year.</p> <p data-bbox="115 1241 1502 1388">The City receives Emergency Shelter Grant (ESG) funds under the 1987 Steward B. McKinney Homeless Assistance Act. Staff requests and reviews applications for funding from qualified, nonprofit homeless service providers serving Santa Ana's homeless population, for renovations, rehabilitation, or conversion of buildings to be used as emergency shelters, essential services, homeless prevention, and/or payment of maintenance and operating cost of homeless shelters.</p> <p data-bbox="115 1419 383 1451">PARKING METER</p> <p data-bbox="115 1451 1502 1514">Mission: To effectively control the availability, rates, and duration of use of public on-street parking in the downtown area and the Willard Street neighborhood district.</p> <p data-bbox="115 1545 610 1577">DOWNTOWN PARKING FACILITIES</p> <p data-bbox="115 1577 1502 1671">Mission: To provide secure, affordable, and available off-street parking to visitors and employees in the downtown area. The parking garages are a joint project between CDA, the City, and the downtown business community.</p>	

COMMUNITY DEVELOPMENT AGENCY

ADMINISTRATIVE SERVICES			PROGRAM	
Operations				
Statement of Purpose				
<p><i>To provide professional, reliable services and products in a courteous, resourceful, and responsive manner which meet or exceed customer expectations.</i></p> <p>The Administrative Services Division manages and directs the Agency's efforts, providing responsive financial, budgetary, administrative, and clerical services. This activity includes the managing and directing of all the Agency's financial activities as well as the support services operations. Additionally, this division processes debt service payments to investors, pass-throughs to taxing agencies and the housing fund, and transfers of funds to repay Agency debt to the City.</p>				
Accomplishments in FY 08-09 & FY 09-10				
<ul style="list-style-type: none"> * Prepared and submitted all reports as required by the California Redevelopment Law & the Housing and Urban Development regulations. * Prepared and submitted the Five-Year Implementation Plan. * Prepared and submitted the Five-Year Consolidated Plan. 				
Action Plan for FY 2010-11				
<ul style="list-style-type: none"> * Develop and provide training to staff on administrative procedures following new accounting software upgrade. * Implement new numbering system for all agency contracts. * Implement a database to track and maintain Agency information that is critical or date sensitive. * Implement Phase II of the organization of Commercial Loan portfolio. * Implement Phase II of the Laserfiche project- upload Agency documents from prior years and make database current. 				
PERFORMANCE MEASURES	Actual	Actual	Estimated	Objective
	FY 07-08	FY 08-09	FY 09-10	FY 10-11
Service Level Achieve a service level objective, measured on a scale of 1-5, for the following:				
Accuracy of responses to finance/budget related inquiries	5.0	5.0	5.0	5.0
Providing responsive agenda preparation	5.0	5.0	5.0	5.0
Assistance with budget preparation and required reporting	5.0	5.0	5.0	5.0
Assistance in Agency policy matters	5.0	5.0	5.0	5.0
Effectiveness % of payments processed within 10 days	99%	100%	99%	100%
Efficiency # of objectives completed on schedule	6	4	4	5
# of processes improved through TQS	1	1	1	1

COMMUNITY DEVELOPMENT AGENCY

ADMINISTRATIVE SERVICES		ACCOUNT UNIT			
Merged		57018843			
Account Code	LINE ITEM RESOURCES	ACTUAL FY 07-08	ACTUAL FY 08-09	PROJECTED FY 09-10	PROPOSED FY 10-11
61000	Salaries Regular	675,662	705,908	655,385	585,605
61020	Salaries Part-Time	105,255	94,951	147,725	169,180
61040	Salaries Overtime	13,304	8,242	15,000	10,000
61100	Retirement-Employer Contribution	31,884	35,178	55,050	49,190
61110	Part-Time Retirement	0	0	0	12,030
61120	Medicare Insurance	6,435	5,787	11,645	10,945
61130	Health Insurance	79,700	86,591	91,470	79,915
61170	Retiree Health Benefits	5,466	9,294	11,470	9,425
61180	Worker Compensation Insurance	8,605	8,460	11,115	10,425
	SUBTOTAL PERSONNEL	926,311	954,411	998,860	936,715
62010	Communications	22,587	24,531	21,500	25,000
62012	Cellular Phone Charges	2,227	1,816	2,000	2,000
62120	Training, Transportation, Meeting	15,775	12,852	19,235	9,575
62121	Conferences & Conventions	0	0	4,000	0
62140	Membership, Subscription and Dues	24,915	20,956	19,880	16,300
62200	Advertising	4,343	4,084	5,500	7,320
62300	Contract Services-Professional	149,172	215,688	256,500	278,375
62302	Contracted Vendor Personnel Services	0	0	0	125,500
62322	M & R Machinery & Equipment	116	787	1,000	500
62400	Auditor Fee	0	0	20,000	20,000
62600	Parking Validation	0	0	0	1,800
62700	Auto Expense	0	0	0	600
	SUBTOTAL CONTRACTUAL	219,135	280,714	349,615	486,970
63001	Miscellaneous Office Expenses	29,810	24,245	37,240	33,790
	SUBTOTAL COMMODITIES	29,810	24,245	37,240	33,790
65000	Building Rental	33,310	35,635	35,635	35,635
65010	Rental City Equipment	9,245	9,570	2,845	3,875
65040	Computer Services Charge	6,330	6,330	6,330	4,200
65050	IS Strategic Plan	107,915	107,915	107,915	107,915
65100	Insurance Charges	156,350	156,295	156,295	59,510
65205	Internal Departments Personnel Charges	52,305	51,174	178,155	52,655
65400	Indirect Costs	100,582	118,350	110,830	87,935
	SUBTOTAL FIXED CHARGES	466,037	485,269	598,005	351,725
66061	Computer Software	3,897	486	1,500	0
66400	Machinery & Equipment	4,673	0	25,000	0
66600	Books, Records & Video	145	0	0	0
	SUBTOTAL CAPITAL	8,715	486	26,500	0
	TOTAL	1,650,008	1,745,125	2,010,220	1,809,200

COMMUNITY DEVELOPMENT AGENCY

ADMINISTRATIVE SERVICES		ACCOUNT UNIT			
Merged		57018843			
Class Code	AUTHORIZED PERSONNEL	ADOPTED FY 09-10		PROPOSED FY 10-11	
		Full Time		Full Time	
2491	Deputy City Manager for Dev Services	0.15		0.10	
2865	Asst. Director of Community Development	0.60		0.60	
0150	Senior Management Analyst	0.80		0.95	
1720	Management Analyst	0.70		0.90	
7280	Senior Accounting Assistant	1.62		1.70	
2399	Graphics Supervisor	0.50		0.00	
7390	Executive Secretary	1.00		0.70	
4270	Employment Services Fiscal Specialist	0.02		0.00	
7584	Sr. Community Development Analyst	0.20		0.25	
7270	Secretary	0.70		0.70	
7330	Senior Office Assistant	1.00		0.30	
7360	Senior Office Specialist	0.34		0.00	
	TOTAL	<u>7.63</u>		<u>6.20</u>	

COMMUNITY DEVELOPMENT AGENCY

ADMINISTRATIVE SERVICES		ACCOUNT UNIT			
Central City (Debt Service)		51718020			
Account Code	LINE ITEM RESOURCES	ACTUAL FY 07-08	ACTUAL FY 08-09	PROJECTED FY 09-10	PROPOSED FY 10-11
67300	Bond Principal	2,320,000	2,495,000	2,685,000	2,895,000
67310	Bond Interest	<u>3,450,550</u>	<u>3,272,997</u>	<u>3,081,985</u>	<u>2,874,415</u>
	SUBTOTAL DEBT SERVICE	5,770,550	5,767,997	5,766,985	5,769,415
68000-570	Transfer to Fund 570	<u>682,190</u>	<u>679,020</u>	<u>779,000</u>	<u>698,220</u>
	SUBTOTAL INTERFUND TRANSFERS	682,190	679,020	779,000	698,220
	TOTAL	<u><u>6,452,740</u></u>	<u><u>6,447,017</u></u>	<u><u>6,545,985</u></u>	<u><u>6,467,635</u></u>

ADMINISTRATIVE SERVICES		ACCOUNT UNIT			
Central City (Debt Service)		51818020			
Account Code	LINE ITEM RESOURCES	ACTUAL FY 07-08	ACTUAL FY 08-09	PROJECTED FY 09-10	PROPOSED FY 10-11
67300	Bond Principal	685,000	740,000	800,000	865,000
67310	Bond Interest	<u>1,076,314</u>	<u>1,023,945</u>	<u>967,350</u>	<u>905,945</u>
	SUBTOTAL DEBT SERVICE	1,761,314	1,763,945	1,767,350	1,770,945
68000-570	Transfer to Fund 570	<u>195,585</u>	<u>193,900</u>	<u>196,125</u>	<u>194,400</u>
	SUBTOTAL INTERFUND TRANSFERS	195,585	193,900	196,125	194,400
	TOTAL	<u><u>1,956,899</u></u>	<u><u>1,957,845</u></u>	<u><u>1,963,475</u></u>	<u><u>1,965,345</u></u>

ADMINISTRATIVE SERVICES		ACCOUNT UNIT			
Inter City (Debt Service)		52718020			
Account Code	LINE ITEM RESOURCES	ACTUAL FY 07-08	ACTUAL FY 08-09	PROJECTED FY 09-10	PROPOSED FY 10-11
67300	Bond Principal	300,000	320,000	345,000	370,000
67310	Bond Interest	<u>441,163</u>	<u>418,688</u>	<u>394,580</u>	<u>368,665</u>
	SUBTOTAL DEBT SERVICE	741,163	738,688	739,580	738,665
68000-570	Transfer to Fund 570	<u>65,325</u>	<u>65,400</u>	<u>65,095</u>	<u>65,535</u>
	SUBTOTAL INTERFUND TRANSFERS	65,325	65,400	65,095	65,535
	TOTAL	<u><u>806,488</u></u>	<u><u>804,088</u></u>	<u><u>804,675</u></u>	<u><u>804,200</u></u>

COMMUNITY DEVELOPMENT AGENCY

ADMINISTRATIVE SERVICES		ACCOUNT UNIT			
South Harbor (Debt Service)		54718020			
Account Code	LINE ITEM RESOURCES	ACTUAL FY 07-08	ACTUAL FY 08-09	PROJECTED FY 09-10	PROPOSED FY 10-11
67300	Bond Principal	515,000	555,000	595,000	640,000
67310	Bond Interest	<u>746,006</u>	<u>707,219</u>	<u>665,530</u>	<u>620,765</u>
	SUBTOTAL DEBT SERVICE	1,261,006	1,262,219	1,260,530	1,260,765
68000-570	Transfer to Fund 570	<u>239,640</u>	<u>243,480</u>	<u>241,905</u>	<u>248,465</u>
	SUBTOTAL INTERFUND TRANSFERS	239,640	243,480	241,905	248,465
	TOTAL	<u><u>1,500,646</u></u>	<u><u>1,505,699</u></u>	<u><u>1,502,435</u></u>	<u><u>1,509,230</u></u>

ADMINISTRATIVE SERVICES		ACCOUNT UNIT			
South Main (Debt Service)		55218020			
Account Code	LINE ITEM RESOURCES	ACTUAL FY 07-08	ACTUAL FY 08-09	PROJECTED FY 09-10	PROPOSED FY 10-11
62300	Contract Services-Professional	1,600	2,300	0	0
62401	Trustee Fees	<u>2,300</u>	<u>2,109</u>	<u>4,500</u>	<u>6,000</u>
	SUBTOTAL CONTRACTUAL	3,900	4,409	4,500	6,000
67300	Bond Principal	490,000	500,000	510,000	525,000
67310	Bond Interest	<u>784,348</u>	<u>773,823</u>	<u>761,185</u>	<u>746,300</u>
	SUBTOTAL DEBT SERVICE	1,274,348	1,273,823	1,271,185	1,271,300
	TOTAL	<u><u>1,278,248</u></u>	<u><u>1,278,232</u></u>	<u><u>1,275,685</u></u>	<u><u>1,277,300</u></u>

ADMINISTRATIVE SERVICES		ACCOUNT UNIT			
South Main (Debt Service)		55818020			
Account Code	LINE ITEM RESOURCES	ACTUAL FY 07-08	ACTUAL FY 08-09	PROJECTED FY 09-10	PROPOSED FY 10-11
62300	Contract Services-Professional	1,200	0	0	0
62401	Trustee Fees	<u>2,300</u>	<u>2,109</u>	<u>1,500</u>	<u>5,200</u>
	SUBTOTAL CONTRACTUAL	3,500	2,109	1,500	5,200
67300	Bond Principal	1,600,000	1,660,000	1,730,000	1,810,000
67310	Bond Interest	<u>1,288,475</u>	<u>1,229,200</u>	<u>1,157,165</u>	<u>1,084,200</u>
	SUBTOTAL DEBT SERVICE	2,888,475	2,889,200	2,887,165	2,894,200
	TOTAL	<u><u>2,891,975</u></u>	<u><u>2,891,309</u></u>	<u><u>2,888,665</u></u>	<u><u>2,899,400</u></u>

COMMUNITY DEVELOPMENT AGENCY

ADMINISTRATIVE SERVICES		ACCOUNT UNIT			
Merged (Debt Service)		57118020			
Account Code	LINE ITEM RESOURCES	ACTUAL FY 07-08	ACTUAL FY 08-09	PROJECTED FY 09-10	PROPOSED FY 10-11
67002	Interest-Santa Ana Venture	<u>894,092</u>	<u>820,122</u>	<u>950,000</u>	<u>900,000</u>
	SUBTOTAL DEBT SERVICE	894,092	820,122	950,000	900,000
68000-517	Transfer to Fund 517	5,620,550	5,643,000	5,766,985	5,769,415
68000-518	Transfer to Fund 518	1,711,315	1,733,945	1,767,350	1,770,945
68000-527	Transfer to Fund 527	740,165	718,690	739,580	738,665
68000-547	Transfer to Fund 547	1,261,005	1,262,220	1,260,530	1,260,765
68000-552	Transfer to Fund 552	1,278,850	1,278,325	1,275,685	1,277,300
68000-553	Transfer to Fund 553	4,347,056	714,766	2,718,520	2,474,000
68000-558	Transfer to Fund 558	2,889,975	2,890,700	2,888,665	2,899,400
68000-570	Transfer to Fund 570	9,345,335	7,533,230	5,806,595	5,808,695
68010-011	Loan Payment to Fund 011	<u>3,829,640</u>	<u>5,838,740</u>	<u>7,624,090</u>	<u>2,537,690</u>
	SUBTOTAL INTERFUND TRANSFERS	31,023,891	27,613,616	29,848,000	24,536,875
	TOTAL	<u><u>31,917,983</u></u>	<u><u>28,433,738</u></u>	<u><u>30,798,000</u></u>	<u><u>25,436,875</u></u>

COMMUNITY DEVELOPMENT AGENCY

ADMINISTRATIVE SERVICES		ACCOUNT UNIT			
Merged (Obligations)		57018850			
Account Code	LINE ITEM RESOURCES	ACTUAL FY 07-08	ACTUAL FY 08-09	PROJECTED FY 09-10	PROPOSED FY 10-11
62300	Contract Services-Professional	655,345	482,121	0	0
62500	Rent Payments	<u>398,704</u>	<u>234,997</u>	<u>190,700</u>	<u>390,700</u>
	SUBTOTAL CONTRACTUAL	1,054,049	717,118	190,700	390,700
67300	Bond Principal	295,000	1,497,684	0	0
67310	Bond Interest	<u>72,114</u>	<u>33,744</u>	<u>0</u>	<u>0</u>
	SUBTOTAL DEBT SERVICE	367,114	1,531,428	0	0
68010-011	Loan Payment to Fund 011	<u>0</u>	<u>373,000</u>	<u>0</u>	<u>0</u>
	SUBTOTAL MISCELLANEOUS	0	373,000	0	0
69135	Payment to Subagent	0	945,226	0	0
69166	ERAF Payment	<u>0</u>	<u>500,000</u>	<u>0</u>	<u>0</u>
	SUBTOTAL MISCELLANEOUS	0	1,445,226	0	0
	TOTAL	<u>1,421,163</u>	<u>4,066,772</u>	<u>190,700</u>	<u>390,700</u>

ADMINISTRATIVE SERVICES		ACCOUNT UNIT			
Merged (Obligations)		57118021			
Account Code	LINE ITEM RESOURCES	ACTUAL FY 07-08	ACTUAL FY 08-09	PROJECTED FY 09-10	PROPOSED FY 10-11
62300	Contract Services-Professional	<u>0</u>	<u>0</u>	<u>2,386,360</u>	<u>1,040,615</u>
	SUBTOTAL CONTRACTUAL	0	0	2,386,360	1,040,615
68000-553	Transfer to Fund 553	0	(70,006)	0	0
68000-507	Transfer to Fund 507	<u>14,184,916</u>	<u>15,057,681</u>	<u>15,100,105</u>	<u>13,573,155</u>
	SUBTOTAL INTERFUND TRANSFERS	14,184,916	14,987,675	15,100,105	13,573,155
69135	Payment to Subagent	9,862,578	10,394,682	11,176,770	0
69142	Payment to Other Agencies	0	0	0	9,935,840
69166	ERAF Payment	<u>0</u>	<u>1,500,000</u>	<u>1,540,000</u>	<u>1,500,000</u>
	SUBTOTAL MISCELLANEOUS	9,862,578	11,894,682	12,716,770	11,435,840
	TOTAL	<u>24,047,494</u>	<u>26,882,357</u>	<u>30,203,235</u>	<u>26,049,610</u>

COMMUNITY DEVELOPMENT AGENCY

ADMINISTRATIVE SERVICES		ACCOUNT UNIT			
Commercial Corridor		55318850			
Account Code	LINE ITEM RESOURCES	ACTUAL FY 07-08	ACTUAL FY 08-09	PROJECTED FY 09-10	PROPOSED FY 10-11
62300	Contract Services-Professional	39,513	59,977	46,295	46,500
62500	Rent Payments	<u>6,245</u>	<u>0</u>	<u>0</u>	<u>0</u>
	SUBTOTAL CONTRACTUAL	45,758	59,977	46,295	46,500
69108	Commercial Rehab Rebate	<u>54,531</u>	<u>11,117</u>	<u>0</u>	<u>0</u>
	SUBTOTAL MISCELLANEOUS	54,531	11,117	0	0
	TOTAL	<u><u>100,289</u></u>	<u><u>71,094</u></u>	<u><u>46,295</u></u>	<u><u>46,500</u></u>

COMMUNITY DEVELOPMENT AGENCY

ADMINISTRATIVE SERVICES		PROGRAM		
Community Development Block Grant (CDBG)/Emergency Shelter Grant (ESG)		Various		
Statement of Purpose				
<p><i>To maintain Housing and Urban Development's (HUD's) Community Development Block Grant (CDBG) and Emergency Shelter Grant (ESG) program integrity by ensuring that all federal regulations pertaining to sub-recipient oversight, labor standards, equal employment opportunity, financial recordkeeping, environmental review, citizen participation, and project eligibility are observed within all CDBG/ESG projects.</i></p> <p>This sub-division is responsible for coordination and centralized assistance in administering CDBG and ESG funding for the City. It provides liaison with HUD representatives, and prepares the annual funding applications and performance reports. It provides assistance to city departments in the identification and preparation of other grants, which enables the City to carry out projects not supported by the General Fund. The coordination with Redevelopment Agency activities maximizes the use of these grant funds.</p>				
Accomplishments in FY 08-09 & FY 09-10				
<ul style="list-style-type: none"> * Provided administrative oversight for 58 CDBG social service programs and 13 ESG programs in 08-09. * Facilitated the FY 09-10 application and funding process for 72 CDBG social service and 15 ESG proposals. * Held a "Program Requirements for Subrecipients" workshop to provide information on HUD regulations and to facilitate the agreement process. * Implemented an expanded subrecipient monitoring plan. * Prepared all HUD reports and responded to all HUD monitoring letters in a timely manner. 				
Action Plan for FY 2010-11				
<ul style="list-style-type: none"> * Continue to improve processes to ensure program compliance and efficient administration for the CDBG and ESG programs. * Be proactive in federal regulation changes to the CDBG/ESG programs. * Continue to implement Federal stimulus programs such as CDBG-R and Homeless Prevention and Rapid Re-Housing according to HUD guidelines 				
PERFORMANCE MEASURES	Actual	Actual	Estimated	Objective
	FY 07-08	FY 08-09	FY 09-10	FY 10-11
Service Level Implement a Quality project to use TQS principles to improve one aspect of the CDBG and ESG programs	1	1	1	1
Effectiveness Amount of CDBG funds disbursed Amount of ESG funds disbursed	\$7,345,195 \$214,953	\$7,307,572 \$301,840	\$6,900,000 \$303,600	\$7,451,630 \$302,830
Efficiency Projects/programs funded with CDBG	66	64	60	14

COMMUNITY DEVELOPMENT AGENCY

ADMINISTRATIVE SERVICES		ACCOUNT UNIT			
Community Development Block Grant-Admin		13518780			
Account Code	LINE ITEM RESOURCES	ACTUAL FY 07-08	ACTUAL FY 08-09	PROJECTED FY 09-10	PROPOSED FY 10-11
61000	Salaries Regular	215,936	213,298	486,550	387,180
61020	Salaries Part-Time	0	891	5,265	25,585
61040	Salaries Overtime	5,553	3,794	10,000	5,000
61100	Retirement-Employer Contribution	9,980	10,681	40,870	32,525
61110	Part-Time Retirement	0	0	0	2,855
61120	Medicare Insurance	1,730	1,787	7,130	5,985
61130	Health Insurance	20,607	20,506	50,815	48,915
61170	Retiree Health Benefits	2,124	2,504	8,515	6,230
61180	Worker Compensation Insurance	3,321	3,117	7,130	5,930
	SUBTOTAL PERSONNEL	259,251	256,578	616,275	520,205
62010	Communications	0	0	500	0
62120	Training, Transportation, Meeting	487	136	500	500
62140	Membership, Subscription and Dues	24,688	1,852	10,000	2,000
62200	Advertising	1,664	16,913	2,000	10,000
62300	Contract Services-Professional	38,848	32,304	82,900	48,870
62302	Contracted Vendor Personnel Services	36,033	59,460	85,000	85,000
	SUBTOTAL CONTRACTUAL	101,720	110,665	180,900	146,370
63001	Miscellaneous Office Expenses	5,193	5,262	11,615	10,000
	SUBTOTAL COMMODITIES	5,193	5,262	11,615	10,000
65000	Building Rental	9,705	10,385	10,385	10,385
65010	Rental City Equipment	0	0	0	2,845
65400	Indirect Costs	7,456	7,064	13,625	10,195
	SUBTOTAL FIXED CHARGES	17,161	17,449	24,010	23,425
	TOTAL	383,325	389,954	832,800	700,000

Class Code	AUTHORIZED PERSONNEL	ADOPTED FY 09-10		PROPOSED FY 10-11	
		Full Time		Full Time	
2491	Deputy City Manager for Dev Services	0.10		0.05	
2865	Asst Director of Community Development	0.35		0.30	
2460	Housing Division Manager	0.10		0.10	
0150	Senior Management Analyst	0.20		0.05	
1840	Housing Programs Analyst	0.25		0.25	
7584	Senior Community Development Analyst	0.60		0.50	
1720	Management Analyst	1.15		0.90	
7280	Senior Accounting Assistant	0.33		0.10	
7270	Secretary	0.30		0.10	
0520	Housing Programs Coordinator	0.10		0.10	
2700	Senior Residential Construction Specialist	0.00		0.10	
7000	Loan Specialist	0.20		0.10	
7330	Senior Office Assistant	0.00		0.30	
	TOTAL	3.68		2.95	

COMMUNITY DEVELOPMENT AGENCY

ADMINISTRATIVE SERVICES		ACCOUNT UNIT			
Community Development Block Grant-Projects		13518783			
Account Code	LINE ITEM RESOURCES	ACTUAL FY 07-08	ACTUAL FY 08-09	PROJECTED FY 09-10	PROPOSED FY 10-11
61000	Salaries Regular	1,348,697	1,363,975	1,615,675	1,417,385
61020	Salaries Part-Time	137,260	136,045	0	381,255
61040	Salaries Overtime	61,567	19,326	0	52,650
61100	Retirement-Employer Contribution	66,526	71,283	137,485	139,735
61110	Part-Time Retirement	0	0	0	9,055
61120	Medicare Insurance	13,391	11,694	24,005	16,065
61130	Health Insurance	180,281	188,394	170,885	222,425
61170	Retiree Health Benefits	11,817	21,346	28,640	23,765
61180	Worker Compensation Insurance	20,997	19,226	24,450	29,015
	SUBTOTAL PERSONNEL	1,840,536	1,831,289	2,001,140	2,291,350
62140	Membership, Subscription and Dues	32	0	0	0
62300	Contract Services-Professional	237,753	43,766	600,000	420,000
	SUBTOTAL CONTRACTUAL	237,785	43,766	600,000	420,000
65205	Internal Departments Personnel Charges	142,176	309,613	0	0
65400	Indirect Costs	53,070	50,405	45,860	44,650
	SUBTOTAL FIXED CHARGES	195,246	360,018	45,860	44,650
66220	Improvements Other Than Building	3,056,571	3,470,151	3,150,000	3,491,630
66400	Machinery & Equipment	365,734	0	0	0
	SUBTOTAL CAPITAL	3,422,305	3,470,151	3,150,000	3,491,630
69011	Reserve for Appropriation	(12,990)	(11,397)	0	0
69135	Payment to Subagent	945,105	1,002,710	240,200	204,000
	SUBTOTAL MISCELLANEOUS	932,115	991,313	240,200	204,000
	TOTAL	6,627,987	6,696,537	6,037,200	6,451,630

COMMUNITY DEVELOPMENT AGENCY

ADMINISTRATIVE SERVICES		ACCOUNT UNIT			
Emergency Shelter Grant		13518785			
Account Code	LINE ITEM RESOURCES	ACTUAL FY 07-08	ACTUAL FY 08-09	PROJECTED FY 09-10	PROPOSED FY 10-11
61000	Salaries Regular	5,716	5,981	3,600	12,410
61040	Salaries Overtime	88	0	0	0
61100	Retirement-Employer Contribution	291	422	0	1,090
61120	Medicare Insurance	90	92	0	190
61130	Health Insurance	359	352	0	630
61170	Retiree Health Benefits	124	0	0	225
61180	Worker Compensation Insurance	78	67	0	135
	SUBTOTAL PERSONNEL	<u>6,746</u>	<u>6,914</u>	<u>3,600</u>	<u>14,680</u>
62200	Advertising	0	5,344	0	0
	SUBTOTAL CONTRACTUAL	<u>0</u>	<u>5,344</u>	<u>0</u>	<u>0</u>
65400	Indirect Costs	200	200	0	320
	SUBTOTAL FIXED CHARGES	<u>200</u>	<u>200</u>	<u>0</u>	<u>320</u>
69135	Payment to Subagent	256,096	345,438	300,000	287,830
	SUBTOTAL MISCELLANEOUS	<u>256,096</u>	<u>345,438</u>	<u>300,000</u>	<u>287,830</u>
	TOTAL	<u><u>263,042</u></u>	<u><u>357,896</u></u>	<u><u>303,600</u></u>	<u><u>302,830</u></u>
Class Code	AUTHORIZED PERSONNEL	ADOPTED FY 09-10		PROPOSED FY 10-11	
		Full Time		Full Time	
1720	Management Analyst	<u>0.00</u>		<u>0.15</u>	
	TOTAL	<u><u>0.00</u></u>		<u><u>0.15</u></u>	

**COMMUNITY DEVELOPMENT AGENCY
DIVISION RESOURCE SUMMARY**

Redevelopment

ACTIVITIES		ACTUAL FY 07-08	ACTUAL FY 08-09	PROJECTED FY 09-10	PROPOSED FY 10-11
Redevelopment		961,082	1,020,233	1,670,000	1,503,000
57018842 (Merged)		745,798	2,501,888	4,637,225	4,807,115
5xx18830 Capital Projects		<u> </u>	<u> </u>	<u> </u>	<u> </u>
TOTAL		<u><u>1,706,880</u></u>	<u><u>3,522,121</u></u>	<u><u>6,307,225</u></u>	<u><u>6,310,115</u></u>
Class Code	AUTHORIZED PERSONNEL	ADOPTED FY 09-10		APPROVED FY 10-11	
		Full Time		Full Time	
2491	Deputy City Manager for Dev Services	0.30		0.35	
2865	Asst. Director of Community Development	0.00		0.10	
0605	Redevelopment Program Manager	0.50		0.50	
0600	Redevelopment Project Manager III	1.50		1.50	
7390	Executive Secretary	0.00		0.20	
7270	Secretary	0.50		0.20	
7330	Senior Office Assistant	0.00		0.40	
	TOTAL	<u><u>2.80</u></u>		<u><u>3.25</u></u>	

COMMUNITY DEVELOPMENT AGENCY

REDEVELOPMENT

**PROGRAM
Various**

Statement of Purpose

To strengthen the City's economic base and enhance its image by creatively facilitating redevelopment opportunities and providing comprehensive and quality real estate services.

The Redevelopment unit has optimized communication and efficiency in interagency and community relations.

SERVICE PROGRAM

REDEVELOPMENT

Mission: To initiate, facilitate, and implement redevelopment efforts in order to strengthen the economic base and enhance the image of the city through the active promotion of development opportunities and the creative utilization of resources.

COMMUNITY DEVELOPMENT AGENCY

REDEVELOPMENT				PROGRAM Various
Statement of Purpose				
<i>To provide economic opportunities to the business and residential communities by fostering physical improvements, generating revenues for community services and actively promoting the image of the City.</i>				
Accomplishments in FY 08-09 & FY 09-10				
<ul style="list-style-type: none"> * Continued on-going efforts to assist DSC with expansion. * Facilitated Honda frontage and interior lot improvements. * Amended Latino Health Access park lease. * Facilitated parking lot improvements on Phase III Olson site. * Completed Auto Mall interior public improvements. * Completed the development of a South Main Corridor banner program. * Completed capital improvements at South Main Public Parking lots. * Facilitated deferred maintenance for Bowers Museum and Kidseum. * Assisted with capital improvement at transportation center. * Negotiated a License Agreement with Apostolic Church for a parking lot. * Negotiated purchase agreement for South Main parking lot. * Completed Phase II of the Downtown Streetscape Project Enhancement. * Completed Phase III of the Santiago Lofts. * Implemented Downtown Façade Rebate Program with review of 7 rebates. * Funded four rebates for South Main. * Facilitated deferred maintenance and completed building improvements at Grand Central. * Facilitated potential rehabilitation of old YMCA building. 				
Action Plan for FY 2010-11				
<ul style="list-style-type: none"> * Continue master planning efforts for remaining portion of Station District, assist with development of Phase I. * Facilitate Phase III of the Olson Live/Work Lofts (Sycamore Street Lofts). * Facilitate use of Redevelopment Database as project management and analytical tool. * Facilitate Phase II construction of Discovery Science Center. * Facilitate potential expansion at MainPlace. * Continue to facilitate deferred maintenance at Grand Central Arts Center. * Continue to implement the Rebate Program for South Main Street and Downtown. * Facilitate Fiesta Marketplace Enhancement Development. * Facilitate Crevier Phase II improvements, as applicable. * Facilitate Honda expansion area improvements & DDA negotiations initiated, if applicable. * Facilitate Audi dealership stand-alone facility, if applicable. * Continue to facilitate capital improvement at train station. * Facilitate Latino Health Access park project and reuse of El Faison, Mussleman and other properties. * Continue to facilitate deferred maintenance at Bowers Museum. 				
PERFORMANCE MEASURES	Actual	Actual	Estimated	Objective
	FY 07-08	FY 08-09	FY 09-10	FY 10-11
Service Level				
New sites marketed (Agency-Initiated)	5		4	
RFQs/RFPs issued	2		3	
Agreements approved	5		8	
Effectiveness				
Percentage of objectives completed on schedule	90%		90%	
Efficiency				
No. of projects administered	57		50	

COMMUNITY DEVELOPMENT AGENCY

REDEVELOPMENT		ACCOUNT UNIT			
Merged		57018842			
Account Code	LINE ITEM RESOURCES	ACTUAL FY 07-08	ACTUAL FY 08-09	PROJECTED FY 09-10	PROPOSED FY 10-11
61000	Salaries Regular	302,233	370,327	355,665	371,500
61020	Salaries Part-Time	114,680	92,181	193,415	79,430
61040	Salaries Overtime	5,244	3,797	10,000	4,000
61100	Retirement-Employer Contribution	18,786	20,741	29,875	31,205
61110	Part-Time Retirement	0	0	0	7,450
61120	Medicare Insurance	4,215	5,077	7,960	6,540
61130	Health Insurance	26,531	29,040	46,605	47,250
61170	Retiree Health Benefits	2,597	6,281	6,225	6,365
61180	Worker Compensation Insurance	7,145	8,331	8,725	8,100
	SUBTOTAL PERSONNEL	481,431	535,775	658,470	561,840
62010	Communications	10,879	11,110	12,000	6,000
62120	Training, Transportation, Meeting	10,469	13,560	28,085	13,575
62140	Membership, Subscription and Dues	475	14,835	20,000	15,000
62200	Advertising	1,877	0	5,000	5,000
62300	Contract Services-Professional	101,515	82,771	533,950	431,215
62322	M & R Machinery & Equipment	0	0	0	500
62700	Auto Expense	0	0	0	6,000
	SUBTOTAL CONTRACTUAL	125,215	122,276	599,035	477,290
63001	Miscellaneous Office Expenses	5,403	8,458	28,635	19,865
	SUBTOTAL COMMODITIES	5,403	8,458	28,635	19,865
65000	Building Rental	22,410	23,980	23,980	23,980
65010	Rental City Equipment	0	0	3,875	2,845
65040	Computer Services Charge	0	0	0	3,130
65050	IS Strategic Plan	107,915	107,915	107,915	107,915
65100	Insurance Charges	65,440	65,440	65,440	162,225
65205	Internal Departments Personnel Charges	82,025	86,375	86,375	86,375
65400	Indirect Costs	56,026	70,014	75,775	52,535
	SUBTOTAL FIXED CHARGES	333,816	353,724	363,360	439,005
66400	Machinery & Equipment	15,217	0	20,500	5,000
	SUBTOTAL CAPITAL	15,217	0	20,500	5,000
	TOTAL	961,082	1,020,233	1,670,000	1,503,000

Class Code	AUTHORIZED PERSONNEL	ADOPTED FY 09-10		PROPOSED FY 10-11	
		Full Time		Full Time	
2491	Deputy City Manager for Dev Services	0.30		0.35	
2865	Asst. Director of Community Development	0.00		0.10	
0605	Redevelopment Program Manager	0.50		0.50	
0600	Redevelopment Project Manager III	1.50		1.50	
7390	Executive Secretary	0.00		0.20	
7270	Secretary	0.50		0.20	
7330	Senior Office Assistant	0.00		0.40	
	TOTAL	2.80		3.25	

COMMUNITY DEVELOPMENT AGENCY

REDEVELOPMENT		ACCOUNT UNIT			
South Main (Projects)		55218830			
Account Code	LINE ITEM RESOURCES	ACTUAL FY 07-08	ACTUAL FY 08-09	PROJECTED FY 09-10	PROPOSED FY 10-11
62300	Contract Services-Professional	<u>190,449</u>	<u>191,853</u>	<u>0</u>	<u>0</u>
	SUBTOTAL CONTRACTUAL	190,449	191,853	0	0
66220	Improvements Other Than Building	<u>268,720</u>	<u>45,123</u>	<u>0</u>	<u>0</u>
	SUBTOTAL CAPITAL	268,720	45,123	0	0
	TOTAL	<u><u>459,169</u></u>	<u><u>236,976</u></u>	<u><u>0</u></u>	<u><u>0</u></u>

REDEVELOPMENT		ACCOUNT UNIT			
South Main (Projects)		55318830			
Account Code	LINE ITEM RESOURCES	ACTUAL FY 07-08	ACTUAL FY 08-09	PROJECTED FY 09-10	PROPOSED FY 10-11
62300	Contract Services-Professional	1,700	0	30,000	30,000
62302	Contracted Vendor Personnel Services	<u>4,866</u>	<u>0</u>	<u>0</u>	<u>0</u>
	SUBTOTAL CONTRACTUAL	6,566	0	30,000	30,000
66100	Land	0	0	1,342,225	1,322,500
66220	Improvements Other Than Building	<u>14,020</u>	<u>1,500</u>	<u>800,000</u>	<u>575,000</u>
	SUBTOTAL CAPITAL	14,020	1,500	2,142,225	1,897,500
69108	Commercial Rehab Rebate	<u>0</u>	<u>0</u>	<u>500,000</u>	<u>500,000</u>
	SUBTOTAL MISCELLANEOUS	0	0	500,000	500,000
	TOTAL	<u><u>20,586</u></u>	<u><u>1,500</u></u>	<u><u>2,672,225</u></u>	<u><u>2,427,500</u></u>

COMMUNITY DEVELOPMENT AGENCY

REDEVELOPMENT Merged (Projects)		ACCOUNT UNIT 57018830			
Account Code	LINE ITEM RESOURCES	ACTUAL FY 07-08	ACTUAL FY 08-09	PROJECTED FY 09-10	PROPOSED FY 10-11
62120	Training, Transportation, Meeting	0	9,356	0	0
62300	Contract Services-Professional	24,367	55,108	0	0
62302	Contracted Vendor Personnel Services	101,620	0	0	0
	SUBTOTAL CONTRACTUAL	<u>125,987</u>	<u>64,464</u>	0	0
66100	Land	0	1,296,180	0	0
66200	Building Improvement	166,196	273,699	265,000	100,000
66220	Improvements Other Than Building	(26,140)	629,069	1,200,000	1,529,615
	SUBTOTAL CAPITAL	<u>140,056</u>	<u>2,198,948</u>	1,465,000	1,629,615
69108	Commercial Rehab Rebate	0	0	500,000	750,000
	SUBTOTAL MISCELLANEOUS	<u>0</u>	<u>0</u>	500,000	750,000
	TOTAL	<u><u>266,043</u></u>	<u><u>2,263,412</u></u>	<u><u>1,965,000</u></u>	<u><u>2,379,615</u></u>

**COMMUNITY DEVELOPMENT AGENCY
DIVISION RESOURCE SUMMARY**

Economic Development Division

ACTIVITIES		ACTUAL FY 07-08	ACTUAL FY 08-09	PROJECTED FY 09-10	PROPOSED FY 10-11
Economic Development Administration		1,898,548	1,780,697	1,800,000	1,620,000
Empowerment Zone Program		632,963	683,325	705,000	0
W/O/R/K Center					
Operations		2,341,259	2,558,500	3,568,180	3,462,395
Payment to Subagent		511,986	843,619	746,645	956,430
Payment-Training Portion		332,581	604,427	526,900	100,895
SUBTOTAL		3,185,826	4,006,546	4,841,725	4,519,720
TOTAL		<u>5,717,337</u>	<u>6,470,568</u>	<u>7,346,725</u>	<u>6,139,720</u>

Class Code	AUTHORIZED PERSONNEL	ADOPTED FY 09-10		PROPOSED FY 10-11	
		Full Time		Full Time	
2491	Deputy City Manager for Dev Services	0.20		0.15	
2690	Economic Development Manager	1.00		1.00	
0350	Economic Development Specialist III	2.00		3.00	
0550	Economic Development Specialist II	3.00		2.00	
0560	Economic Development Specialist I	1.00		1.00	
0570	Economic Development Aide	1.00		0.00	
8374	Workforce Specialist IV	3.00		1.00	
8373	Workforce Specialist III	3.00		3.00	
8372	Workforce Specialist II	14.00		14.00	
8371	Workforce Specialist I	3.00		0.00	
1720	Management Analyst	0.15		0.05	
2399	Graphics Supervisor	0.50		1.00	
4270	Employment Services Fiscal Specialist	0.98		1.00	
7280	Senior Accounting Assistant	0.05		0.20	
7270	Secretary	1.00		1.00	
7330	Senior Office Assistant	3.00		2.00	
0060	Receptionist	2.00		2.00	
	TOTAL	<u>38.88</u>		<u>32.40</u>	

COMMUNITY DEVELOPMENT AGENCY

ECONOMIC DEVELOPMENT

PROGRAM

Statement of Purpose

To provide high-quality programs and services to the business and development communities which will serve to encourage economic growth, employment growth, and real estate investment within Santa Ana.

To accomplish these goals, the Division has three sections, each performing one facet of this program. The mission statements for these sections are:

SERVICE PROGRAM

BUSINESS OUTREACH

To retain and attract businesses, jobs, and investment to Santa Ana by providing timely information and assistance to businesses, through services and programs that foster business development.

WORKFORCE DEVELOPMENT

To provide employment and training programs for adults and youths resulting in the placement of these individuals in unsubsidized employment through effective utilization of available financial resources.

EMPOWERMENT ZONE *

This designation ended on December 31, 2009.

GRAPHICS

To provide high-quality graphics services to the City's agencies with focus on timeliness, conceptual direction, and efficiency.

* *The Empowerment Zone section dissolved in FY 09-10.*

COMMUNITY DEVELOPMENT AGENCY

ECONOMIC DEVELOPMENT	PROGRAM			
Business Outreach				
Statement of Purpose				
<p><i>To retain and attract businesses, jobs, and investment in Santa Ana by providing timely information and assistance to businesses, through various services and programs that foster business development.</i></p> <p>Efforts focus on fostering a positive image of the City among professionals influencing site selection decisions and communicating the availability of incentive programs designed to aid businesses. Extensive competition and the need for a strong and diverse business base make it imperative that the Agency continues to conduct a pro-active business retention & attraction program & offer customized incentive packages.</p>				
Accomplishments in FY 08-09 & FY 09-10				
<ul style="list-style-type: none"> * Issued over 34,000 tax credit vouchers to Enterprise Zone businesses for hiring disadvantaged workers since inception. * Over 50 businesses in the newly expanded EZ boundaries attended the Enterprise Zone Workshops designed to inform local businesses about California State Tax incentives available through the EZ program. * Continued Business Retention Strategy to outreach to over 4,000 businesses with over 550 site visits to resolve various issues and provide pertinent information on the City's business services and programs. * Worked with the Planning Department to resolve parking issues for Medtronics, thereby retaining 100 employees from moving to new location. * Hosted an entrepreneurship forum entitled "Helping 100 businessses for 100 days," to help local companies gain insight on current business trends and ideas on how to better market themselves. * Hosted Foreign Trade Zone workshop to inform local businesses of Foreign Trade Zone benefits. (Over 45 attendees) * Nominated over 60 Santa Ana companies for the annual Inner City 100, a national ranking of the 100 fastest-growing companies located in America's inner cities. Two Santa Ana companies, Select Equipment Sales and Southern California Iron Supply were selected for the list. * Continued to target top sales tax producers for retention visits and monthly monitored the largest businesses in the City for any changes that would cause them to relocate or eliminate local workers from their company. Retention visits included: Tom's Trucks, IMPCO, Ingram Micro, Southern California Iron Supply, Medtronics, Westfield MainPlace, Corinthian Colleges, Guaranty Chevrolet, Tommy Pastrami's. * Developed interactive online map showcasing the City's business corridors, new developments and attractions. 				
Action Plan for FY 2010-11				
<ul style="list-style-type: none"> * Continue business attraction and retention strategy - Enhance and monitor new business attraction and retention strategy that has resulted in: surveying and visiting industrial, commercial and retail businesses in the City; development of an inventory of available properties; and continued development of the citywide business retention team. * Enterprise Zone Rollout Strategy - Kickoff event at local company that takes advantage of Enterprise Zone; organize 2 block parties in targeted business parks to market benefits of EZ; create targeted marketing piece to businesses located in the new expansion area of the Enterprise Zone boundary; development of an Enterprise Zone marketing video; addition of EZ calculator on website; design and mail 1-page newsletter on Enterprise Zone activities. * OCTA Site - Continue to facilitate the development of the old OCTA site to a new retail destination for downtown. * Utilize funding from State to promote green initiatives and the attraction of "green" businesses to the City. * Create new marketing package for the City's Foreign Trade Zone and its benefits. * Marketing - Take over citywide marketing and ensure that all branding and messages for all departments are consistent in theme and design. Redesign look and feel of City website and create "Good News" Portal. 				
PERFORMANCE MEASURES	Actual	Actual	Estimated	Objective
	FY 07-08	FY 08-09	FY 09-10	FY 10-11
Service Levels				
# of businesses interviewed	400	500	500	500
# of businesses visited (new measure)	340	350	400	400
# of workshops/presentations on EZ and other business programs	30	100	75	75
Effectiveness				
% of EZ applications processed in 10 business days	90%	90%	90%	90%
Efficiency				
# of Enterprise Zone inquiries handled	350	500	600	600
# of EZ vouchers issued	4,000	4,500	4,500	4,500

COMMUNITY DEVELOPMENT AGENCY

ECONOMIC DEVELOPMENT		ACCOUNT UNIT			
Various		57018841			
Account Code	LINE ITEM RESOURCES	ACTUAL FY 07-08	ACTUAL FY 08-09	PROJECTED FY 09-10	PROPOSED FY 10-11
61000	Salaries Regular	610,771	617,888	666,000	728,755
61020	Salaries Part-Time	99,761	88,208	72,350	52,490
61040	Salaries Overtime	569	906	2,000	2,000
61100	Retirement-Employer Contribution	36,025	38,358	55,945	61,215
61110	Part-Time Retirement	0	0	0	1,970
61120	Medicare Insurance	9,470	9,152	10,705	11,330
61130	Health Insurance	84,675	83,655	80,880	90,445
61170	Retiree Health Benefits	6,059	7,964	11,655	12,040
61180	Worker Compensation Insurance	10,284	9,620	9,695	10,665
	SUBTOTAL PERSONNEL	857,614	855,751	909,230	970,910
62010	Communications	5,169	5,059	6,000	4,500
62012	Cellular Phone Charges	1,650	1,208	1,500	1,000
62120	Training, Transportation, Meeting	33,418	4,972	6,160	5,335
62140	Membership, Subscription and Dues	20,454	13,403	17,825	18,315
62200	Advertising	93,795	29,597	80,000	2,320
62201	Business Promotion	1,568	13,508	200,000	138,450
62300	Contract Services-Professional	477,259	414,643	214,115	95,735
62322	M & R Machinery & Equipment	198	0	0	500
62500	Rent Payments	44,912	50,057	0	35,835
62600	Parking Validation	0	0	0	1,200
	SUBTOTAL CONTRACTUAL	678,423	532,447	525,600	303,190
63001	Miscellaneous Office Expenses	41,231	34,041	36,780	22,595
	SUBTOTAL COMMODITIES	41,231	34,041	36,780	22,595
65000	Building Rental	19,395	20,755	20,755	20,755
65010	Rental City Equipment	3,735	3,875	3,875	3,875
65040	Computer Services Charge	5,200	5,200	5,200	4,200
65050	IS Strategic Plan	102,520	102,520	102,520	107,915
65100	Insurance Charges	27,230	27,240	27,240	33,465
65205	Internal Departments Personnel Charges	58,960	62,080	62,080	62,080
65400	Indirect Costs	97,932	111,863	101,890	91,015
	SUBTOTAL FIXED CHARGES	314,972	333,533	323,560	323,305
66400	Machinery & Equipment	6,308	24,925	4,830	0
	SUBTOTAL CAPITAL	6,308	24,925	4,830	0
	TOTAL	1,898,548	1,780,697	1,800,000	1,620,000

Class Code	AUTHORIZED PERSONNEL	ADOPTED FY 09-10		PROPOSED FY 10-11	
		Full Time		Full Time	
2491	Deputy City Manager for Dev Services	0.15		0.15	
2690	Economic Development Manager	0.40		0.54	
0350	Economic Development Specialist III	1.00		0.90	
0550	Economic Development Specialist II	1.50		2.00	
0560	Economic Development Specialist I	1.00		0.90	
0570	Economic Development Aide	1.00		0.00	
7270	Secretary	1.00		1.00	
2399	Graphics Supervisor	0.50		1.00	
	TOTAL	6.55		6.49	

COMMUNITY DEVELOPMENT AGENCY

ECONOMIC DEVELOPMENT		PROGRAM																						
Empowerment Zone Program																								
Statement of Purpose																								
<p>The Federal Empowerment Zone grant funds are awarded by the Santa Ana Empowerment Corporation Board of Directors to provide a range of community development activities directed toward economic development, workforce development, improvement to community facilities and services for the benefit of Empowerment Zone residents and businesses.</p>																								
Accomplishments in FY 08-09 & FY 09-10																								
<p>In January of 1999, the City of Santa Ana was the only city in California awarded an Urban Empowerment Zone designation. Since that time, the Santa Ana Empowerment Zone has provided a variety of services and projects that have reinforced the City's commitment to provide comprehensive business and social services to distressed areas of the community. Some of the accomplishments during the eleven years include allocating Empowerment Zone funds in these following targeted areas:</p> <table border="0"> <tr> <td>Health</td> <td>\$1,762,167</td> </tr> <tr> <td>Housing</td> <td>\$423,343</td> </tr> <tr> <td>Workforce Development</td> <td>\$8,691,135</td> </tr> <tr> <td>Economic Development</td> <td>\$289,358</td> </tr> <tr> <td>Human Services</td> <td>\$530,308</td> </tr> <tr> <td>Education</td> <td>\$965,273</td> </tr> <tr> <td>Infrastructure</td> <td>\$5,789,875</td> </tr> <tr> <td>Capacity Building</td> <td>\$1,086,760</td> </tr> <tr> <td>Safety</td> <td>\$296,634</td> </tr> <tr> <td>Community Capacity</td> <td>\$115,000</td> </tr> </table> <p>The Empowerment Zone coordinated its services through the non-profit Santa Ana Empowerment Corporation that had a governance structure of twenty-three Board of Directors, and five Board Task Forces. A total of \$25,614,633 in Federal Empowerment Zone funds has been received since receiving the designation. In addition, the Santa Ana Empowerment Corporation issued \$27.5 million in Private Activity Bonds and issued over 1,837 federal tax credit affidavits to Santa Ana companies.</p>					Health	\$1,762,167	Housing	\$423,343	Workforce Development	\$8,691,135	Economic Development	\$289,358	Human Services	\$530,308	Education	\$965,273	Infrastructure	\$5,789,875	Capacity Building	\$1,086,760	Safety	\$296,634	Community Capacity	\$115,000
Health	\$1,762,167																							
Housing	\$423,343																							
Workforce Development	\$8,691,135																							
Economic Development	\$289,358																							
Human Services	\$530,308																							
Education	\$965,273																							
Infrastructure	\$5,789,875																							
Capacity Building	\$1,086,760																							
Safety	\$296,634																							
Community Capacity	\$115,000																							
Action Plan for FY 2010-11																								
<p>* The Empowerment Zone designation ended on December 31, 2009.</p>																								
PERFORMANCE MEASURES	Actual	Actual	Estimated	Objective																				
	FY 07-08	FY 08-09	FY 09-10	FY 10-11																				
Service Level Provide Staff support to the Santa Ana Empowerment Corp. (SAEC) Board of Directors, and SAEC Task Forces meetings.	40	20	10	N/A																				
Monitor and evaluate the first through the 11th year funded programs.	50	5	3	N/A																				
Effectiveness Process reimbursements to service providers within a three week time period.	95%	95%	95%	N/A																				
Efficiency Provide the SAEC Board with Quarterly Monitoring Reports and the U.S. Dept. of Housing and Urban Development with an annual report.	5	5	5	N/A																				

COMMUNITY DEVELOPMENT AGENCY

ECONOMIC DEVELOPMENT		ACCOUNT UNIT			
Empowerment Zone Program		12918758 / 12918759 / 12918760			
Account Code	LINE ITEM RESOURCES	ACTUAL FY 07-08	ACTUAL FY 08-09	PROJECTED FY 09-10	PROPOSED FY 10-11
61000	Salaries Regular	373,229	416,778	431,625	0
61020	Salaries Part-Time	29,794	24,838	0	0
61040	Salaries Overtime	3,671	3,111	0	0
61100	Retirement-Employer Contribution	18,467	24,505	36,255	0
61120	Medicare Insurance	5,591	6,191	6,260	0
61130	Health Insurance	50,896	61,111	63,585	0
61170	Retiree Health Benefits	3,661	5,409	7,555	0
61180	Worker Compensation Insurance	5,024	5,538	5,215	0
	SUBTOTAL PERSONNEL	490,333	547,481	550,495	0
62010	Communications	5,474	5,290	4,100	0
62011	Telephone Moves/Charges	0	0	500	0
62120	Training, Transportation, Meeting	2,123	2,665	2,355	0
62140	Membership, Subscription and Dues	249	0	75	0
62200	Advertising	1,936	3,558	9,110	0
62201	Business Promotion	0	370	0	0
62300	Contract Services-Professional	19,472	28,943	57,800	0
62302	Contracted Vendor Personnel Services	59,516	45,279	30,000	0
62322	M & R Machinery & Equipment	0	70	500	0
	SUBTOTAL CONTRACTUAL	88,770	86,175	104,440	0
63001	Miscellaneous Office Expenses	17,774	13,666	12,165	0
	SUBTOTAL COMMODITIES	17,774	13,666	12,165	0
65000	Building Rental	11,415	12,215	12,215	0
65010	Rental City Equipment	0	0	2,845	0
65050	IS Strategic Plan	5,395	5,395	5,395	0
65100	Insurance Charges	2,995	2,995	6,225	0
65400	Indirect Costs	9,268	15,210	11,220	0
	SUBTOTAL FIXED CHARGES	29,073	35,815	37,900	0
66400	Machinery & Equipment	7,013	0	0	0
66510	Computer Software	0	188	0	0
	SUBTOTAL CAPITAL	7,013	188	0	0
	TOTAL	632,963	683,325	705,000	0

Class Code	AUTHORIZED PERSONNEL	ADOPTED FY 09-10		PROPOSED FY 10-11	
		Full Time		Full Time	
2491	Deputy City Manager for Dev Services	0.05		0.00	
2690	Economic Development Manager	0.15		0.00	
0350	Economic Development Specialist III	1.00		0.00	
0550	Economic Development Specialist II	1.50		0.00	
1720	Management Analyst	0.10		0.00	
7330	Senior Office Assistant	1.00		0.00	
	TOTAL	3.80		0.00	

COMMUNITY DEVELOPMENT AGENCY

ECONOMIC DEVELOPMENT		PROGRAM		
Workforce Investment Board (WIB)		Various		
Statement of Purpose				
<p><i>To ensure that the Workforce Investment Act programs and activities and the Santa Ana Workforce Investment Board perform in accordance with the governing legislation (Workforce Investment Act), federal and state mandates, as well as operate efficiently and in a cost effective manner.</i></p> <p>Staff to the WIB board and function as liaison between mandated partners, program operators, reporting agencies, as well as oversee contracts, monitoring and data reporting.</p>				
Accomplishments in FY 08-09 & FY 09-10				
<ul style="list-style-type: none"> * Launched the new Santa Ana WIB website and trained staff to maintain it. * Modified Memorandums of Understanding to include Integration Plan for the WORK Center and EDD. * Continued to ensure youth funds are obligated and youth programs are meaningful to Santa Ana's youth. * Collected data on customers under the new integration plan and reported it to the State and WIB quarterly. * Modified the WIB's strategic plan for submittal to the State which allow for the release of WIA funds. * Processed the required application needed to recertify the WIB by the State Workforce Investment Board. * Modified the WIB's by-laws to incorporate language regarding WIB membership including increasing the number labor representatives and added new language regarding attendance and removal of members for non-attendance. 				
Action Plan for FY 2010-11				
<ul style="list-style-type: none"> * Ensure all WIA funds (adult, dislocated worker and youth) from federal stimulus package are encumbered and spent by the required timelines. * Modify strategic plan to include stimulus funds as required by the State and allowing for WIB oversight. * Ensure procurement requirements for programs and services are followed when disbursing WIA stimulus funds. * Ensure all WIA formula funds (adult, dislocated worker and youth) are obligated and programs result in training and/or jobs. * Ensure oversight and monitoring is accomplished by the required timelines and that follow-up is documented. * Develop a marketing plan to ensure public and employers are aware of and utilize Santa Ana's WIA programs. 				
PERFORMANCE MEASURES	Actual	Actual	Estimated	Objective
	FY 07-08	FY 08-09	FY 09-10	FY 10-11
Effectiveness				
% of funds obligated by end of fiscal year	85%	85%	85%	85%
% of funds spent from previous year	100%	100%	100%	100%
Efficiency				
# of performance measures met	6	6	6	6

COMMUNITY DEVELOPMENT AGENCY

ECONOMIC DEVELOPMENT		ACCOUNT UNIT			
Workforce Investment Board (WIB)-Administration		12318723 / 12318720 / 12318748			
Account Code	LINE ITEM RESOURCES	ACTUAL FY 07-08	ACTUAL FY 08-09	PROJECTED FY 09-10	PROPOSED FY 10-11
61000	Salaries Regular	72,436	96,150	109,045	99,695
61040	Salaries Overtime	2,036	545	0	0
61100	Retirement-Employer Contribution	3,425	5,600	9,160	6,685
61120	Medicare Insurance	95	98	1,580	1,155
61130	Health Insurance	8,098	11,484	10,390	7,445
61170	Retiree Health Benefits	932	1,186	1,910	1,195
61180	Worker Compensation Insurance	747	1,089	1,405	1,335
	SUBTOTAL PERSONNEL	87,769	116,152	133,490	117,510
62010	Communications	5,261	5,894	6,550	3,000
62120	Training, Transportation, Meeting	(2,494)	6,942	13,670	22,785
62140	Membership, Subscription and Dues	35	5,553	4,720	6,635
62200	Advertising	0	814	2,000	0
62300	Contract Services-Professional	5,044	17,430	1,685	20,775
62302	Contracted Vendor Personnel Services	0	1,652	905	905
62322	M & R Machinery & Equipment	0	1,104	0	650
62400	Auditor Fee	0	0	0	5,000
62402	User Fee	4,427	9,159	16,585	9,640
	SUBTOTAL CONTRACTUAL	12,273	48,548	46,115	69,390
63001	Miscellaneous Office Expenses	64	4,725	1,750	3,000
	SUBTOTAL COMMODITIES	64	4,725	1,750	3,000
65010	Rental City Equipment	1,240	1,290	1,290	1,290
65050	IS Strategic Plan	885	830	1,070	1,070
65100	Insurance Charges	1,390	1,300	1,250	1,250
65400	Indirect Costs	2,055	4,616	6,455	5,200
	SUBTOTAL FIXED CHARGES	5,570	8,036	10,065	8,810
	TOTAL	105,676	177,461	191,420	198,710
Class Code	AUTHORIZED PERSONNEL	ADOPTED FY 09-10		PROPOSED FY 10-11	
		Full Time		Full Time	
2690	Economic Development Manager	0.08		0.15	
0350	Economic Development Specialist III	0.00		0.35	
8374	Workforce Specialist IV	0.63		0.00	
7330	Senior Office Assistant	0.55		0.15	
	TOTAL	1.26		0.65	

COMMUNITY DEVELOPMENT AGENCY

ECONOMIC DEVELOPMENT		ACCOUNT UNIT			
Workforce Investment Board (WIB)-Programs		12318725 / 12318721 / 12318757			
Account Code	LINE ITEM RESOURCES	ACTUAL FY 07-08	ACTUAL FY 08-09	PROJECTED FY 09-10	PROPOSED FY 10-11
61000	Salaries Regular	116,464	123,953	104,100	53,320
61040	Salaries Overtime	242	0	0	0
61100	Retirement-Employer Contribution	5,878	7,166	8,745	4,480
61120	Medicare Insurance	1,487	1,798	1,510	775
61130	Health Insurance	14,195	14,433	15,415	4,580
61170	Retiree Health Benefits	1,413	1,784	1,820	935
61180	Worker Compensation Insurance	1,230	1,322	1,085	555
	SUBTOTAL PERSONNEL	140,909	150,456	132,675	64,645
62010	Communications	2,477	2,543	1,365	1,265
62120	Training, Transportation, Meeting	1,526	225	810	810
62140	Membership, Subscription and Dues	32	0	0	895
62200	Advertising	0	0	1,000	0
62300	Contract Services-Professional	2,163	970	1,280	710
62322	M & R Machinery & Equipment	0	152	0	0
62402	User Fee	4,427	6,537	10,155	9,615
	SUBTOTAL CONTRACTUAL	10,625	10,427	14,610	13,295
63001	Miscellaneous Office Expenses	(2,170)	2,290	3,255	4,330
	SUBTOTAL COMMODITIES	(2,170)	2,290	3,255	4,330
65010	Rental City Equipment	623	1,290	1,290	1,290
65050	IS Strategic Plan	507	910	1,030	1,030
65100	Insurance Charges	798	1,425	1,195	1,195
65400	Indirect Costs	4,797	5,987	6,165	3,480
	SUBTOTAL FIXED CHARGES	6,725	9,612	9,680	6,995
	TOTAL	156,089	172,785	160,220	89,265

Class Code	AUTHORIZED PERSONNEL	ADOPTED FY 09-10		PROPOSED FY 10-11	
		Full Time		Full Time	
0350	Economic Development Specialist III	0.00		0.10	
8374	Workforce Specialist IV	0.17		0.00	
8372	Workforce Specialist II	1.00		0.00	
7330	Senior Office Assistant	0.30		0.70	
	TOTAL	1.47		0.80	

COMMUNITY DEVELOPMENT AGENCY

ECONOMIC DEVELOPMENT		ACCOUNT UNIT			
Workforce Investment Board (WIB)-Youth Council		12318727 / 12318722 / 12318750			
Account Code	LINE ITEM RESOURCES	ACTUAL FY 07-08	ACTUAL FY 08-09	PROJECTED FY 09-10	PROPOSED FY 10-11
61000	Salaries Regular	72,111	65,009	103,440	85,070
61020	Salaries Part-Time	965	0	0	0
61040	Salaries Overtime	231	492	0	0
61100	Retirement-Employer Contribution	3,640	3,332	8,690	7,145
61120	Medicare Insurance	876	859	1,500	1,235
61130	Health Insurance	11,264	9,600	15,180	18,680
61170	Retiree Health Benefits	588	886	1,810	1,490
61180	Worker Compensation Insurance	763	673	1,075	885
	SUBTOTAL PERSONNEL	<u>90,438</u>	<u>80,851</u>	<u>131,695</u>	<u>114,505</u>
62010	Communications	888	1,481	1,320	1,075
62120	Training, Transportation, Meeting	799	280	325	925
62200	Advertising	1,156	513	500	2,000
62300	Contract Services-Professional	504	935	1,345	710
62302	Contracted Vendor Personnel Services	1,210	3,786	16,535	16,535
62322	M & R Machinery & Equipment	0	0	0	100
62402	User Fee	4,427	6,377	9,760	7,820
	SUBTOTAL CONTRACTUAL	<u>8,984</u>	<u>13,372</u>	<u>29,785</u>	<u>29,165</u>
63001	Miscellaneous Office Expenses	1,157	2,232	2,255	2,920
	SUBTOTAL COMMODITIES	<u>1,157</u>	<u>2,232</u>	<u>2,255</u>	<u>2,920</u>
65010	Rental City Equipment	623	1,295	1,290	1,290
65050	IS Strategic Plan	468	1,130	1,020	1,020
65100	Insurance Charges	732	1,770	1,190	1,190
65400	Indirect Costs	2,938	3,302	6,125	5,555
	SUBTOTAL FIXED CHARGES	<u>4,761</u>	<u>7,497</u>	<u>9,625</u>	<u>9,055</u>
66510	Computer Software	401	0	0	0
	SUBTOTAL CAPITAL	<u>401</u>	<u>0</u>	<u>0</u>	<u>0</u>
69135	Payment to Subagent	511,986	843,619	746,645	754,780
	SUBTOTAL MISCELLANEOUS	<u>511,986</u>	<u>843,619</u>	<u>746,645</u>	<u>754,780</u>
	TOTAL	<u><u>617,727</u></u>	<u><u>947,571</u></u>	<u><u>920,005</u></u>	<u><u>910,425</u></u>

Class Code	AUTHORIZED PERSONNEL	ADOPTED FY 09-10		PROPOSED FY 10-11	
		Full Time		Full Time	
0350	Economic Development Specialist III	0.00		0.10	
8374	Workforce Specialist IV	0.20		0.00	
8373	Workforce Specialist III	1.00		1.00	
7330	Senior Office Assistant	0.15		0.15	
	TOTAL	<u>1.35</u>		<u>1.25</u>	

COMMUNITY DEVELOPMENT AGENCY

ECONOMIC DEVELOPMENT	PROGRAM			
Santa Ana W.O.R.K. Center One-Stop Program	Various			
Statement of Purpose				
<p><i>To offer job search assistance, job placement and basic skills education and employment training to all eligible adults and youth and to assist the local business community with the training and hiring of employees.</i></p> <p>The One-Stop Center is a multi-agency, multi-service shop designed to meet the employment assistance and training needs of the community. The One-Stop provides job search internet access, job search workshops, computer usage, employment listings, career advisement, resume preparation and training/education courses. The One-Stop Employment Resource Center is open to all residents.</p>				
Accomplishments in FY 08-09 & FY 09-10				
<ul style="list-style-type: none"> * Successfully obtained negotiated performance standards for all programs: WIA Adult, Dislocated Worker and Youth. * Coordinated and presented several presentations to Santa Ana employers in danger of downsizing or closing business operations. * Integrated and aligned Workforce Investment Program (WIA) with EDD Wagner Peyser Employment Services, Trade Adjustment Act program and veterans services into one program. * Enrolled job seekers into one common customer pool, utilizing shared customer flow and shared staffing. * Recognized by State of California as a top performing One-Stop Center. 				
Action Plan for FY 2010-11				
<ul style="list-style-type: none"> * Integrate American Recovery and Reinvestment Act of 2009 funds into One-Stop Services. * Target American Recovery and Reinvestment Act of 2009 funded low-income Santa Ana residents. * Enhance established service integration process. * Deliver streamlined, skill based and demand driven services to job seekers and employers. * Partner with local community college to entrance training opportunities . 				
PERFORMANCE MEASURES	Actual FY 07-08	Actual FY 08-09	Estimated FY 09-10	Objective FY 10-11
Service Level				
# of Customers enrolled	348	6,000	6,000	7,000
# of Individuals served by all partners	7,800	6,000	8,000	8,000
# of Rapid Response businesses served	6	25	30	30
# of Rapid Response laid-off workers served	600	1,900	1,500	1,000
Effectiveness				
% of Clients Placed in Jobs	72%	72%	70%	70%
Efficiency				
# of Individual Training Accounts Issued	258	161	225	200

COMMUNITY DEVELOPMENT AGENCY

ECONOMIC DEVELOPMENT		ACCOUNT UNIT			
Santa Ana W.O.R.K. Center One-Stop Program		12318713 / 12318701 / 12318751			
Account Code	LINE ITEM RESOURCES	ACTUAL FY 07-08	ACTUAL FY 08-09	PROJECTED FY 09-10	PROPOSED FY 10-11
61000	Salaries Regular	395,606	623,132	755,710	1,078,110
61020	Salaries Part-Time	24,905	18,100	13,150	64,580
61040	Salaries Overtime	637	1,297	0	0
61100	Retirement-Employer Contribution	20,778	36,344	63,480	90,560
61110	Part-Time Retirement	0	0	0	2,420
61120	Medicare Insurance	5,359	8,835	11,150	16,570
61130	Health Insurance	58,271	87,742	96,660	142,870
61170	Retiree Health Benefits	4,700	9,191	13,225	18,670
61180	Worker Compensation Insurance	5,945	7,312	8,540	12,390
	SUBTOTAL PERSONNEL	516,201	791,953	961,915	1,426,170
62010	Communications	9,713	32,173	22,665	33,770
62120	Training, Transportation, Meeting	806	2,550	6,440	5,355
62140	Membership, Subscription and Dues	3,445	2,791	685	3,115
62200	Advertising	699	882	300	480
62300	Contract Services-Professional	89,582	54,719	40,495	53,550
62302	Contracted Vendor Personnel Services	1,627	0	1,650	1,650
62322	M & R Machinery & Equipment	2,057	2,311	1,300	1,300
62402	User Fee	61,340	51,319	75,570	90,145
	SUBTOTAL CONTRACTUAL	169,269	146,745	149,105	189,365
63001	Miscellaneous Office Expenses	23,667	28,561	27,380	46,890
	SUBTOTAL COMMODITIES	23,667	28,561	27,380	46,890
65010	Rental City Equipment	6,370	8,045	8,910	4,970
65050	IS Strategic Plan	3,045	6,960	6,820	9,095
65100	Insurance Charges	4,695	11,000	8,820	13,325
65400	Indirect Costs	13,851	30,993	45,515	74,620
	SUBTOTAL FIXED CHARGES	27,961	56,998	70,065	102,010
66400	Machinery & Equipment	0	1,561	0	0
66510	Computer Software	3,539	3,000	0	0
	SUBTOTAL CAPITAL	3,539	4,561	0	0
	TOTAL	740,637	1,028,818	1,208,465	1,764,435

Class Code	AUTHORIZED PERSONNEL	ADOPTED FY 09-10		PROPOSED FY 10-11	
		Full Time		Full Time	
2690	Economic Development Manager	0.16		0.15	
0350	Economic Development Specialist III	0.00		1.00	
8374	Workforce Specialist IV	0.90		1.00	
8373	Workforce Specialist III	1.00		1.00	
8372	Workforce Specialist II	8.00		9.00	
8371	Workforce Specialist I	2.00		0.00	
7330	Senior Office Assistant	0.70		0.70	
0060	Receptionist	2.00		1.90	
	TOTAL	14.76		14.75	

COMMUNITY DEVELOPMENT AGENCY

ECONOMIC DEVELOPMENT		ACCOUNT UNIT			
Santa Ana W.O.R.K. Center One-Stop Program-Administration		12318707 / 12318700 / 12318752			
Account Code	LINE ITEM RESOURCES	ACTUAL FY 07-08	ACTUAL FY 08-09	PROJECTED FY 09-10	PROPOSED FY 10-11
61000	Salaries Regular	58,606	114,239	89,060	110,620
61020	Salaries Part-Time	16,463	22,508	0	0
61040	Salaries Overtime	0	1,310	0	0
61100	Retirement-Employer Contribution	2,819	5,922	7,480	7,605
61120	Medicare Insurance	444	1,206	1,290	1,315
61130	Health Insurance	9,870	15,910	12,305	15,305
61170	Retiree Health Benefits	548	2,288	1,560	1,585
61180	Worker Compensation Insurance	951	2,315	1,265	940
	SUBTOTAL PERSONNEL	89,701	165,698	112,960	137,370
62010	Communications	3,097	2,582	2,620	1,475
62120	Training, Transportation, Meeting	1,546	1,119	4,735	2,730
62140	Membership, Subscription and Dues	0	584	1,760	0
62300	Contract Services-Professional	(5,624)	3,132	1,665	0
62322	M & R Machinery & Equipment	0	129	100	0
62402	User Fee	15,767	17,832	11,485	11,230
	SUBTOTAL CONTRACTUAL	14,786	25,378	22,365	15,435
63001	Miscellaneous Office Expenses	758	426	430	450
	SUBTOTAL COMMODITIES	758	426	430	450
65050	IS Strategic Plan	1,115	1,035	1,135	1,135
65100	Insurance Charges	1,745	1,630	1,325	1,325
65400	Indirect Costs	2,768	6,873	5,270	5,910
	SUBTOTAL FIXED CHARGES	5,628	9,538	7,730	8,370
	TOTAL	110,873	201,040	143,485	161,625

Class Code	AUTHORIZED PERSONNEL	ADOPTED FY 09-10		PROPOSED FY 10-11	
		Full Time		Full Time	
2690	Economic Development Manager	0.10		0.00	
4270	Employment Services Fiscal Specialist	0.83		0.90	
1720	Management Analyst	0.05		0.05	
7280	Senior Accounting Assistant	0.05		0.20	
	TOTAL	1.03		1.15	

COMMUNITY DEVELOPMENT AGENCY

ECONOMIC DEVELOPMENT		ACCOUNT UNIT			
Santa Ana W.O.R.K. Center One-Stop Program-Adult		12318709 / 12318702 / 12318753			
Account Code	LINE ITEM RESOURCES	ACTUAL FY 07-08	ACTUAL FY 08-09	PROJECTED FY 09-10	PROPOSED FY 10-11
61000	Salaries Regular	124,930	2,434	0	0
61100	Retirement-Employer Contribution	6,280	67	0	0
61120	Medicare Insurance	1,792	34	0	0
61130	Health Insurance	14,555	366	0	0
61170	Retiree Health Benefits	889	0	0	0
61180	Worker Compensation Insurance	1,293	25	0	0
	SUBTOTAL PERSONNEL	149,739	2,926	0	0
62010	Communications	5,860	734	0	0
	SUBTOTAL CONTRACTUAL	5,860	734	0	0
63001	Miscellaneous Office Expenses	0	46	0	0
	SUBTOTAL COMMODITIES	0	46	0	0
65050	IS Strategic Plan	1,103	0	0	0
65100	Insurance Charges	1,730	0	0	0
65400	Indirect Costs	0	128	0	0
	SUBTOTAL FIXED CHARGES	2,833	128	0	0
69138	Payment-Training Portion	79,531	331,499	52,690	25,625
69143	Transportation Pass for Participants	11,720	0	12,000	5,000
69144	Client Support Services	680	497	2,000	2,000
69145	Client Assessment	5,045	27,240	15,000	12,000
	SUBTOTAL MISCELLANEOUS	96,976	359,236	81,690	44,625
	TOTAL	<u>255,408</u>	<u>363,070</u>	<u>81,690</u>	<u>44,625</u>

COMMUNITY DEVELOPMENT AGENCY

ECONOMIC DEVELOPMENT		ACCOUNT UNIT			
Santa Ana W.O.R.K. Center One-Stop Program-Dislocated Worker		12318711 / 12318703 / 12318754			
Account Code	LINE ITEM RESOURCES	ACTUAL FY 07-08	ACTUAL FY 08-09	PROJECTED FY 09-10	PROPOSED FY 10-11
61000	Salaries Regular	45,062	1,950	0	0
61100	Retirement-Employer Contribution	2,266	54	0	0
61120	Medicare Insurance	639	28	0	0
61130	Health Insurance	8,035	333	0	0
61180	Worker Compensation Insurance	667	20	0	0
	SUBTOTAL PERSONNEL	56,669	2,385	0	0
62010	Communications	4,303	539	0	0
	SUBTOTAL CONTRACTUAL	4,303	539	0	0
65050	IS Strategic Plan	813	0	0	0
65100	Insurance Charges	1,272	0	0	0
65400	Indirect Costs	2,627	102	0	0
	SUBTOTAL FIXED CHARGES	4,712	102	0	0
69138	Payment-Training Portion	110,247	194,639	389,210	75,270
69143	Transportation Pass for Participants	10,211	2,088	11,000	11,000
69144	Client Support Services	1,216	89	1,500	1,500
69145	Client Assessment	6,058	11,300	10,000	18,000
	SUBTOTAL MISCELLANEOUS	127,732	208,116	411,710	105,770
	TOTAL	193,416	211,142	411,710	105,770

COMMUNITY DEVELOPMENT AGENCY

ECONOMIC DEVELOPMENT		ACCOUNT UNIT			
Santa Ana W.O.R.K. Center One-Stop Program-Youth		12318712 / 12318704 / 12318755			
Account Code	LINE ITEM RESOURCES	ACTUAL FY 07-08	ACTUAL FY 08-09	PROJECTED FY 09-10	PROPOSED FY 10-11
61000	Salaries Regular	95,807	111,807	146,680	222,285
61020	Salaries Part-Time	23,813	4,907	0	0
61040	Salaries Overtime	274	229	0	0
61100	Retirement-Employer Contribution	4,835	6,111	12,320	18,670
61120	Medicare Insurance	1,655	1,609	2,125	3,225
61130	Health Insurance	21,592	26,307	32,050	31,905
61170	Retiree Health Benefits	1,027	1,693	2,565	3,865
61180	Worker Compensation Insurance	1,243	1,250	1,595	2,380
	SUBTOTAL PERSONNEL	150,246	153,913	197,335	282,330
62010	Communications	2,915	3,034	2,670	2,670
62120	Training, Transportation, Meeting	2,700	705	1,705	2,310
62200	Advertising	0	0	500	0
62300	Contract Services-Professional	14,746	1,870	1,835	710
62322	M & R Machinery & Equipment	0	70	0	0
62402	User Fee	6,678	14,826	11,600	18,205
	SUBTOTAL CONTRACTUAL	27,039	20,505	18,310	23,895
63001	Miscellaneous Office Expenses	5,851	1,552	1,375	1,375
	SUBTOTAL COMMODITIES	5,851	1,552	1,375	1,375
65010	Rental City Equipment	1,725	2,245	2,245	2,245
65050	IS Strategic Plan	1,210	1,950	1,450	1,450
65100	Insurance Charges	2,139	3,050	1,685	1,685
65400	Indirect Costs	5,364	6,554	8,685	14,515
	SUBTOTAL FIXED CHARGES	10,438	13,799	14,065	19,895
66510	Computer Software	1,089	0	0	0
	SUBTOTAL CAPITAL	1,089	0	0	0
69143	Transportation Pass for Participants	43	0	800	800
69144	Client Support Services	171	0	200	200
	SUBTOTAL MISCELLANEOUS	214	0	1,000	1,000
	TOTAL	194,877	189,769	232,085	328,495

Class Code	AUTHORIZED PERSONNEL	ADOPTED FY 09-10		PROPOSED FY 10-11	
		Full Time		Full Time	
2690	Economic Development Manager	0.02		0.02	
8373	Workforce Specialist III	1.00		1.00	
8372	Workforce Specialist II	0.00		2.00	
8371	Workforce Specialist I	1.00		0.00	
7330	Senior Office Assistant	0.15		0.15	
	TOTAL	2.17		3.17	

COMMUNITY DEVELOPMENT AGENCY

ECONOMIC DEVELOPMENT		ACCOUNT UNIT			
Santa Ana W.O.R.K. Center One-Stop Program-Rapid Response		12318715 / 12318705 / 12318756			
Account Code	LINE ITEM RESOURCES	ACTUAL FY 07-08	ACTUAL FY 08-09	PROJECTED FY 09-10	PROPOSED FY 10-11
61000	Salaries Regular	94,874	115,570	120,335	111,615
61020	Salaries Part-Time	0	0	0	26,865
61100	Retirement-Employer Contribution	4,798	8,420	10,110	9,375
61110	Part-Time Retirement	0	0	0	1,010
61120	Medicare Insurance	1,300	1,676	1,745	2,010
61130	Health Insurance	18,021	16,112	20,305	19,765
61170	Retiree Health Benefits	661	1,297	2,105	1,835
61180	Worker Compensation Insurance	1,406	1,751	1,555	1,745
	SUBTOTAL PERSONNEL	121,060	144,826	156,155	174,220
62010	Communications	4,908	3,883	3,460	1,700
62120	Training, Transportation, Meeting	1,499	3,404	1,540	1,540
62140	Membership, Subscription and Dues	150	450	910	570
62200	Advertising	19,412	517	15,000	0
62300	Contract Services-Professional	4,045	25,885	33,230	0
62302	Contracted Vendor Personnel Services	6,611	3,293	910	910
62322	M & R Machinery & Equipment	218	182	100	0
62402	User Fee	1,938	1,988	2,045	2,080
	SUBTOTAL CONTRACTUAL	38,781	39,602	57,195	6,800
63001	Miscellaneous Office Expenses	5,162	4,237	2,000	8,615
	SUBTOTAL COMMODITIES	5,162	4,237	2,000	8,615
65010	Rental City Equipment	2,195	3,080	3,075	1,120
65050	IS Strategic Plan	1,240	775	1,190	1,190
65100	Insurance Charges	1,945	1,285	1,380	1,380
65400	Indirect Costs	4,125	5,018	7,125	9,045
	SUBTOTAL FIXED CHARGES	9,505	10,158	12,770	12,735
66510	Computer Software	337	0	0	0
	SUBTOTAL CAPITAL	337	0	0	0
	TOTAL	174,845	198,823	228,120	202,370

Class Code	AUTHORIZED PERSONNEL	ADOPTED FY 09-10		PROPOSED FY 10-11	
		Full Time		Full Time	
2690	Economic Development Manager	0.09		0.09	
0350	Economic Development Specialist III	0.00		0.10	
0560	Economic Development Specialist I	0.00		0.10	
8374	Workforce Specialist IV	0.10		0.00	
8372	Workforce Specialist II	1.35		1.00	
7330	Senior Office Assistant	0.05		0.05	
	TOTAL	1.59		1.34	

COMMUNITY DEVELOPMENT AGENCY

ECONOMIC DEVELOPMENT		ACCOUNT UNIT			
Special Projects-SSA WtW		12418732 / 12418731 / 12418737			
Account Code	LINE ITEM RESOURCES	ACTUAL FY 07-08	ACTUAL FY 08-09	PROJECTED FY 09-10	PROPOSED FY 10-11
61000	Salaries Regular	152,493	139,820	195,135	0
61020	Salaries Part-Time	13,129	3,549	0	0
61030	Salaries Participant	251,829	219,830	168,960	0
61040	Salaries Overtime	164	361	0	0
61100	Retirement-Employer Contribution	8,041	7,883	16,390	0
61120	Medicare Insurance	5,545	5,081	2,830	0
61130	Health Insurance	17,617	17,535	19,375	0
61170	Retiree Health Benefits	807	2,136	3,415	0
61180	Worker Compensation Insurance	8,591	10,217	2,030	0
	SUBTOTAL PERSONNEL	458,216	406,412	408,135	0
62010	Communications	3,237	3,510	3,360	0
62120	Training, Transportation, Meeting	3,059	569	740	0
62140	Membership, Subscription and Dues	115	106	0	0
62300	Contract Services-Professional	1,975	970	6,150	0
62322	M & R Machinery & Equipment	70	0	0	0
62402	User Fee	11,016	11,567	10,810	0
	SUBTOTAL CONTRACTUAL	19,472	16,722	21,060	0
63001	Miscellaneous Office Expenses	1,616	996	1,835	0
	SUBTOTAL COMMODITIES	1,616	996	1,835	0
65010	Rental City Equipment	860	860	250	0
65050	IS Strategic Plan	0	2,300	2,405	0
65100	Insurance Charges	3,770	3,655	3,770	0
65400	Indirect Costs	6,930	6,424	11,550	0
	SUBTOTAL FIXED CHARGES	11,560	13,239	17,975	0
66510	Computer Software	544	0	0	0
	SUBTOTAL CAPITAL	544	0	0	0
69138	Payment-Training Portion	142,803	78,289	85,000	0
69144	Client Support Services	2,067	409	2,465	0
	SUBTOTAL MISCELLANEOUS	144,870	78,698	87,465	0
	TOTAL	636,278	516,067	536,470	0

Class Code	AUTHORIZED PERSONNEL	ADOPTED FY 09-10		PROPOSED FY 10-11	
		Full Time		Full Time	
8374	Workforce Specialist IV	0.50		0.00	
8372	Workforce Specialist II	2.00		0.00	
0060	Receptionist	0.00		0.00	
4270	Employment Services Fiscal Specialist	0.15		0.00	
7330	Senior Office Assistant	0.10		0.00	
	TOTAL	2.75		0.00	

COMMUNITY DEVELOPMENT AGENCY

ECONOMIC DEVELOPMENT		ACCOUNT UNIT			
Special Projects-DOL FEZ Grant 09-10		13218742			
Account Code	LINE ITEM RESOURCES	ACTUAL FY 07-08	ACTUAL FY 08-09	PROJECTED FY 09-10	PROPOSED FY 10-11
61000	Salaries Regular	0	0	154,530	0
61030	Salaries Participant	0	0	226,800	0
61100	Retirement-Employer Contribution	0	0	21,485	0
61120	Medicare Insurance	0	0	5,530	0
61130	Health Insurance	0	0	23,215	0
61170	Retiree Health Benefits	0	0	2,705	0
61180	Worker Compensation Insurance	0	0	8,185	0
	SUBTOTAL PERSONNEL	0	0	442,450	0
62010	Communications	0	0	1,385	0
62120	Training, Transportation, Meeting	0	0	3,650	0
62200	Advertising	0	0	6,150	0
62300	Contract Services-Professional	0	0	216,390	0
62402	User Fee	0	0	4,175	0
	SUBTOTAL CONTRACTUAL	0	0	231,750	0
63001	Miscellaneous Office Expenses	0	0	1,895	0
	SUBTOTAL COMMODITIES	0	0	1,895	0
65010	Rental City Equipment	0	0	250	0
65050	IS Strategic Plan	0	0	1,800	0
65100	Insurance Charges	0	0	4,500	0
65400	Indirect Costs	0	0	9,150	0
	SUBTOTAL FIXED CHARGES	0	0	15,700	0
69143	Transportation Pass for Participants	0	0	14,010	0
69144	Client Support Services	0	0	7,850	0
69145	Client Assessment	0	0	14,400	0
	SUBTOTAL MISCELLANEOUS	0	0	36,260	0
	TOTAL	0	0	728,055	0
Class Code	AUTHORIZED PERSONNEL	ADOPTED FY 09-10		PROPOSED FY 10-11	
		Full Time		Full Time	
8374	Workforce Specialist IV	0.50		0.00	
8372	Workforce Specialist II	1.65		0.00	
	TOTAL	2.15		0.00	

COMMUNITY DEVELOPMENT AGENCY

ECONOMIC DEVELOPMENT		ACCOUNT UNIT			
Special Projects-DOL Technology Grant 10-11		13218743			
Account Code	LINE ITEM RESOURCES	ACTUAL FY 07-08	ACTUAL FY 08-09	PROJECTED FY 09-10	PROPOSED FY 10-11
61000	Salaries Regular	0	0	0	222,790
61030	Salaries Participant	0	0	0	
61100	Retirement-Employer Contribution	0	0	0	18,625
61120	Medicare Insurance	0	0	0	3,215
61130	Health Insurance	0	0	0	33,720
61170	Retiree Health Benefits	0	0	0	3,815
61180	Worker Compensation Insurance	0	0	0	2,475
	SUBTOTAL PERSONNEL	0	0	0	284,640
62010	Communications	0	0	0	3,405
62120	Training, Transportation, Meeting	0	0	0	3,890
62140	Membership, Subscription and Dues	0	0	0	70
62300	Contract Services-Professional	0	0	0	47,895
62402	User Fee	0	0	0	50,885
	SUBTOTAL CONTRACTUAL	0	0	0	106,145
63001	Miscellaneous Office Expenses	0	0	0	1,555
	SUBTOTAL COMMODITIES	0	0	0	1,555
65010	Rental City Equipment	0	0	0	250
65050	IS Strategic Plan	0	0	0	1,930
65100	Insurance Charges	0	0	0	3,765
65400	Indirect Costs	0	0	0	14,480
	SUBTOTAL FIXED CHARGES	0	0	0	20,425
66400	Machinery & Equipment	0	0	0	37,835
66510	Computer Software	0	0	0	32,500
	SUBTOTAL CAPITAL	0	0	0	70,335
69135	Payment to Subagent	0	0	0	201,650
69143	Transportation Pass for Participants	0	0	0	21,000
69144	Client Support Services	0	0	0	8,250
	SUBTOTAL MISCELLANEOUS	0	0	0	230,900
	TOTAL	0	0	0	714,000

Class Code	AUTHORIZED PERSONNEL	ADOPTED FY 09-10		PROPOSED FY 10-11	
		Full Time		Full Time	
2690	Economic Development Manager	0.00		0.05	
0350	Economic Development Specialist III	0.00		0.45	
8372	Workforce Specialist II	0.00		2.00	
4270	Employment Services Fiscal Specialist	0.00		0.10	
7330	Senior Office Assistant	0.00		0.10	
0060	Receptionist	0.00		0.10	
	TOTAL	0.00		2.80	

**COMMUNITY DEVELOPMENT AGENCY
DIVISION RESOURCE SUMMARY**

Housing Division

ACTIVITIES		ACTUAL FY 07-08	ACTUAL FY 08-09	PROJECTED FY 09-10	PROPOSED FY 10-11
Various	Assisted Housing-Housing Authority-Admin	2,451,017	2,666,333	2,259,425	2,223,000
Various	Assisted Housing-Housing Authority- Housing Assistance Program	24,670,504	26,065,716	26,100,135	27,772,375
Various	Assisted Housing-Housing Authority- HOPWA Program	1,780,622	1,256,159	1,517,060	1,568,180
Various	Development Services-Administration	1,904,981	5,797,024	2,833,465	5,468,425
Various	Development Services-Residential Rehab Loan Program	7,726,056	3,309,248	5,357,905	5,539,410
Various	Development Services-Capital Improvement Projects	7,492,988	1,392,005	11,283,465	11,648,940
Various	Neighborhood Improvement-Administration	<u>1,058,166</u>	<u>1,043,287</u>	<u>1,084,405</u>	<u>816,830</u>
	TOTAL	<u><u>47,084,334</u></u>	<u><u>41,529,772</u></u>	<u><u>50,435,860</u></u>	<u><u>55,037,160</u></u>

Class Code	AUTHORIZED PERSONNEL	ADOPTED FY 09-10		PROPOSED FY 10-11	
		Full Time		Full Time	
2491	Deputy City Manager for Dev Services	0.25		0.35	
2865	Asst Director of Community Development	0.05		0.00	
2460	Housing Division Manager	0.90		0.90	
0520	Housing Programs Coordinator	0.90		0.90	
7640	Housing Authority Coordinator	1.00		1.00	
0600	Redevelopment Project Manager II	0.50		0.50	
7610	Community Development District Manager	3.00		2.00	
1720	Management Analyst	1.00		1.00	
0910	Housing Development Analyst	0.85		0.00	
1840	Housing Programs Analyst	0.90		1.75	
2700	Senior Residential Construction Specialist	1.00		0.90	
1860	Senior Housing Specialist	2.00		2.00	
2710	Residential Construction Specialist	2.00		2.00	
1900	Housing Specialist II	6.00		6.00	
7000	Loan Specialist	0.80		0.90	
2760	Property Rehabilitation Assistant	1.00		1.00	
7390	Executive Secretary	0.00		0.10	
7580	Housing Programs Aide	1.00		1.00	
7280	Senior Accounting Assistant	1.00		1.00	
7010	Accounting Assistant	1.00		1.00	
7270	Secretary	1.00		1.00	
7330	Senior Office Assistant	7.00		6.00	
1640	Senior Receptionist	1.00		1.00	
1885	Housing Authority Analyst	1.00		1.00	
0605	Redevelopment Program Manager	<u>0.50</u>		<u>0.50</u>	
	TOTAL	<u><u>35.65</u></u>		<u><u>33.80</u></u>	

COMMUNITY DEVELOPMENT AGENCY

HOUSING AND NEIGHBORHOOD DEVELOPMENT
Housing Services

PROGRAM
Various

Statement of Purpose

To promote and deliver a balance of housing related programs and services to City residents, investors and developers.

The Housing and Neighborhood Development Division ensures the effective utilization of City resources to enhance and preserve the intrinsic quality and economic viability of residential neighborhoods and housing stock within the City.

SERVICE PROGRAM

ASSISTED HOUSING

To effectively provide quality customer service and economic assistance to very low- and low-income persons and families and to ensure tenancy in decent, safe and sanitary housing. To provide opportunities for persons to gain training and/or education through the Family Self-Sufficiency Program which will lead to economic independence.

HOUSING DEVELOPMENT AND REHABILITATION

To provide quality technical and financial assistance to residents, developers, investors and non-profit organizations within the residential community to ensure the enhancement of existing housing stock, construction of new quality affordable housing, and the promotion of homeownership opportunities.

NEIGHBORHOOD IMPROVEMENT

To act as a liaison between City staff and residents. To provide technical assistance and incentives which serve as catalysts to residents. To encourage the maintenance and rehabilitation of residential properties which will promote reinvestment and pride in the City. To encourage and facilitate the enhancement of under-utilized and substandard areas within the City. To provide quality technical support for formation and development of neighborhood commitment, investment, and stabilization of neighborhoods.

COMMUNITY DEVELOPMENT AGENCY

HOUSING AND NEIGHBORHOOD DEVELOPMENT		PROGRAM		
Assisted Housing		Various		
Statement of Purpose				
<p>By administering the Section 8 Housing Choice Voucher program, we assist low-income individuals/families with affordable rent and also stimulate the economy with housing assistance payments to private landlords.</p> <p>We implement housing programs to meet the community's housing needs, including those of the special needs populations.</p> <p>We establish partnerships with community organizations that will maximize housing resources for our residents.</p>				
Accomplishments in FY 08-09 & FY 09-10				
<ul style="list-style-type: none"> * Created and distributed quarterly newsletters to landlords and tenants. * Maximized Housing Choice Voucher (HCV) funding by achieving 100% lease-up. * Designated as Section 8 Management Assessment Program (SEMAP) High Performer. * Received \$63,000 grant to fund Family Self-Sufficiency program. * Improved termination and informal hearing process. * Developed procedures manual. 				
Action Plan for FY 2010-11				
<ul style="list-style-type: none"> * Implement automated Housing Quality Standards inspection software. * Continue to maximize Housing Choice Voucher (HCV) funding by maintaining full lease-up. * Implement program changes to reflect new HUD regulation. * Implement direct deposit for landlord payments. * Continue to ensure compliance with Section 8 Management Program (SEMAP) requirements. * Conduct purge of Wait List. * Implement Power Point briefing to insure consistency. 				
PERFORMANCE MEASURES	Actual	Actual	Estimated	Objective
	FY 07-08	FY 08-09	FY 09-10	FY 10-11
Efficiency				
Pass Rate for Annual Inspections	50%	67%	67%	75%
Number of Units Under Lease	2,575	2,558	2,558	2,558
Effectiveness				
Fund Utilization Rate	100%	100%	102%	100%
Lease-Up Rate	100%	100%	100%	100%
Life Skills Classes	12	4	4	2

COMMUNITY DEVELOPMENT AGENCY

HOUSING AND NEIGHBORHOOD DEVELOPMENT		ACCOUNT UNIT			
Assisted Housing-Housing Authority-Vouchers		14018760			
Account Code	LINE ITEM RESOURCES	ACTUAL FY 07-08	ACTUAL FY 08-09	PROJECTED FY 09-10	PROPOSED FY 10-11
61000	Salaries Regular	1,325,994	1,403,665	1,262,765	1,240,565
61020	Salaries Part-Time	23,740	24,753	0	0
61040	Salaries Overtime	76,638	72,916	0	20,000
61100	Retirement-Employer Contribution	64,028	74,094	106,070	104,210
61120	Medicare Insurance	19,648	20,264	18,310	17,990
61130	Health Insurance	229,599	237,443	185,295	187,775
61170	Retiree Health Benefits	13,078	18,953	22,100	21,575
61180	Worker Compensation Insurance	14,485	14,788	13,705	13,490
	SUBTOTAL PERSONNEL	1,767,210	1,866,876	1,608,245	1,605,605
62010	Communications	21,937	24,105	6,610	15,000
62012	Cellular Phone Charges	0	0	0	255
62120	Training, Transportation, Meeting	11,518	6,220	28,715	21,015
62121	Conferences & Conventions	0	99	0	0
62140	Membership, Subscription and Dues	3,680	2,698	8,930	3,670
62200	Advertising	11,457	2,813	3,300	2,300
62300	Contract Services-Professional	105,018	194,554	147,100	109,585
62302	Contracted Vendor Personnel Services	93,852	108,396	69,155	16,000
62322	M & R Machinery & Equipment	2,496	4,793	3,500	8,500
62400	Auditor Fee	7,024	6,566	7,000	7,000
62600	Parking Validation	0	0	0	800
	SUBTOTAL CONTRACTUAL	256,982	350,244	274,310	184,125
63001	Miscellaneous Office Expenses	88,094	92,225	63,715	87,300
	SUBTOTAL COMMODITIES	88,094	92,225	63,715	87,300
65000	Building Rental	101,562	119,970	119,970	119,970
65010	Rental City Equipment	25,060	33,168	25,490	21,050
65100	Insurance Charges	35,514	39,225	39,225	39,225
65205	Internal Departments Personnel Charges	0	0	0	53,455
65400	Indirect Costs	175,696	164,827	128,170	112,270
	SUBTOTAL FIXED CHARGES	337,832	357,190	312,855	345,970
66510	Computer Software	0	319	300	0
66400	Machinery & Equipment	899	(579)	0	0
66600	Books, Records & Video	0	58	0	0
	SUBTOTAL CAPITAL	899	(202)	300	0
69131	Mobility-Inspection Fee Paid	213,300	177,125	18,000	0
69132	Mobility-Inspection Fee Received	(57,675)	(53,900)	0	0
69133	Ports Out-Admin Paid	6,960	73,527	400,000	700,000
69134	Ports In-Admin Received	0	(431)	200,000	0
	SUBTOTAL MISCELLANEOUS	162,585	196,321	618,000	700,000
	TOTAL	2,613,602	2,862,654	2,877,425	2,923,000

COMMUNITY DEVELOPMENT AGENCY

HOUSING AND NEIGHBORHOOD DEVELOPMENT		ACCOUNT UNIT			
Assisted Housing-Housing Authority-Vouchers		14018760			
Class Code	AUTHORIZED PERSONNEL	ADOPTED FY 09-10		PROPOSED FY 10-11	
		Full Time		Full Time	
2491	Deputy City Manager for Dev Services	0.05		0.05	
2460	Housing Division Manager	0.10		0.10	
7640	Housing Authority Coordinator	0.95		0.95	
1720	Management Analyst	0.86		0.86	
1860	Senior Housing Specialist	2.00		2.00	
1900	Housing Specialist II	6.00		6.00	
7280	Senior Accounting Assistant	0.15		0.05	
7010	Accounting Assistant	1.00		1.00	
7330	Senior Office Assistant	3.00		3.00	
1640	Senior Receptionist	1.00		1.00	
1885	Housing Authority Analyst	0.75		0.75	
	TOTAL	<u>15.86</u>		<u>15.76</u>	

COMMUNITY DEVELOPMENT AGENCY

HOUSING AND NEIGHBORHOOD DEVELOPMENT		ACCOUNT UNIT			
Assisted Housing-Housing Authority-Section 8		13618760			
Account Code	LINE ITEM RESOURCES	ACTUAL FY 07-08	ACTUAL FY 08-09	PROJECTED FY 09-10	PROPOSED FY 10-11
69158	Housing Assistance Payments	24,262,535	24,790,660	25,482,135	27,072,375
69159	HAP-FSS Escrow	245,384	219,422	0	0
69134	Ports In-Administrative Received	0	18,437	0	0
69162	Damage Claims	0	843,090	0	0
69167	Port Prop Program Reimbursement	0	(2,214)	0	0
	SUBTOTAL MISCELLANEOUS	24,507,919	25,869,395	25,482,135	27,072,375
	TOTAL	<u>24,507,919</u>	<u>25,869,395</u>	<u>25,482,135</u>	<u>27,072,375</u>

COMMUNITY DEVELOPMENT AGENCY

HOUSING AND NEIGHBORHOOD DEVELOPMENT		ACCOUNT UNIT			
Assisted Housing-Housing Authority-HOPWA Tenant Based Assistance		40518760			
Account Code	LINE ITEM RESOURCES	ACTUAL FY 07-08	ACTUAL FY 08-09	PROJECTED FY 09-10	PROPOSED FY 10-11
61000	Salaries Regular	7,361	9,914	12,715	13,270
61100	Retirement-Employer Contribution	374	692	1,070	1,115
61120	Medicare Insurance	119	173	185	190
61130	Health Insurance	1,360	1,915	2,320	2,460
61170	Retiree Health Benefits	0	105	225	230
61180	Worker Compensation Insurance	86	124	130	140
	SUBTOTAL PERSONNEL	<u>9,300</u>	<u>12,923</u>	<u>16,645</u>	<u>17,405</u>
62120	Training, Transportation, Meeting	0	0	0	150
62302	Contracted Vendor Personnel Services	14,135	6,017	0	0
	SUBTOTAL CONTRACTUAL	<u>14,135</u>	<u>6,017</u>	<u>0</u>	<u>150</u>
63001	Miscellaneous Office Expenses	0	0	4,600	12,115
	SUBTOTAL COMMODITIES	<u>0</u>	<u>0</u>	<u>4,600</u>	<u>12,115</u>
65000	Building Rental	533	0	0	0
65400	Indirect Costs	1,015	1,584	1,755	330
	SUBTOTAL FIXED CHARGES	<u>1,548</u>	<u>1,584</u>	<u>1,755</u>	<u>330</u>
69136	Payment-Part Support	0	6,739	12,000	12,000
69158	Housing Assistance Payments	417,834	479,058	465,000	558,000
	SUBTOTAL MISCELLANEOUS	<u>417,834</u>	<u>485,797</u>	<u>477,000</u>	<u>570,000</u>
	TOTAL	<u><u>442,817</u></u>	<u><u>506,321</u></u>	<u><u>500,000</u></u>	<u><u>600,000</u></u>
Class Code	AUTHORIZED PERSONNEL	ADOPTED FY 09-10		PROPOSED FY 10-11	
		Full Time		Full Time	
1885	Housing Authority Analyst	<u>0.15</u>		<u>0.15</u>	
	TOTAL	<u><u>0.15</u></u>		<u><u>0.15</u></u>	

COMMUNITY DEVELOPMENT AGENCY

HOUSING AND NEIGHBORHOOD DEVELOPMENT		ACCOUNT UNIT			
Assisted Housing-Housing Authority-HOPWA		40518761			
Account Code	LINE ITEM RESOURCES	ACTUAL FY 07-08	ACTUAL FY 08-09	PROJECTED FY 09-10	PROPOSED FY 10-11
61000	Salaries Regular	20,123	23,159	29,860	31,880
61020	Salaries Part-Time	23	323	0	0
61040	Salaries Overtime	1,212	2,090	0	0
61100	Retirement-Employer Contribution	541	1,066	2,510	2,680
61120	Medicare Insurance	149	237	435	460
61130	Health Insurance	830	1,549	3,165	3,820
61170	Retiree Health Benefits	80	395	525	560
61180	Worker Compensation Insurance	129	230	310	330
	SUBTOTAL PERSONNEL	<u>23,087</u>	<u>29,049</u>	<u>36,805</u>	<u>39,730</u>
62010	Communications	2,479	2,582	0	0
62140	Membership, Subscription and Dues	504	425	0	0
62300	Contract Services-Professional	1,709	2,622	0	0
62322	M & R Machinery & Equipment	0	98	0	0
	SUBTOTAL CONTRACTUAL	<u>4,692</u>	<u>5,727</u>	<u>0</u>	<u>0</u>
63001	Miscellaneous Office Expenses	35	1,008	495	6,030
	SUBTOTAL COMMODITIES	<u>35</u>	<u>1,008</u>	<u>495</u>	<u>6,030</u>
65000	Building Rental	4,727	250	250	250
65010	Rental City Equipment	1,305	0	0	0
65100	Insurance Charges	1,840	0	0	0
65205	Internal Departments Personnel Charges	1,230	250	450	250
65400	Indirect Costs	2,789	3,929	4,120	785
	SUBTOTAL FIXED CHARGES	<u>11,891</u>	<u>4,429</u>	<u>4,820</u>	<u>1,285</u>
69135	Payment to Subagent	1,298,100	709,625	974,940	921,135
	SUBTOTAL MISCELLANEOUS	<u>1,298,100</u>	<u>709,625</u>	<u>974,940</u>	<u>921,135</u>
	TOTAL	<u><u>1,337,805</u></u>	<u><u>749,838</u></u>	<u><u>1,017,060</u></u>	<u><u>968,180</u></u>

Class Code	AUTHORIZED PERSONNEL	ADOPTED FY 09-10		PROPOSED FY 10-11	
		Full Time		Full Time	
7640	Housing Authority Coordinator	0.05		0.05	
1720	Management Analyst	0.14		0.14	
1885	Housing Authority Analyst	0.10		0.10	
	TOTAL	<u>0.29</u>		<u>0.29</u>	

COMMUNITY DEVELOPMENT AGENCY

HOUSING AND NEIGHBORHOOD DEVELOPMENT		PROGRAM		
Housing Development and Rehabilitation		Various		
Statement of Purpose				
<p><i>To provide quality technical and financial assistance to residents, developers, investors and non-profit organizations within the residential community. To ensure the enhancement of existing housing stock and construction of new quality housing and to promote homeownership opportunities.</i></p> <p>The Development Services Program provides funds for the development and rehabilitation of residential units, encourages owners to upgrade properties that need major building system replacement or structural repair, and assists in the development of new residential units through a variety of loan programs.</p>				
Accomplishments in FY 08-09 & FY 09-10				
<ul style="list-style-type: none"> * Completed the reconfiguration and rehabilitation of 22 apartment buildings (195 units). * Facilitated the construction and sale of five single family homes to low-income homebuyers . * Entered into an agreement with Lacy & Raitt LLC for the acquisition and rehabilitation of 703 N. Lacy (27 units) and the acquisition, reconfiguration and rehabilitation of 702 S. Raitt Street (8 reconfigured units). * Implemented Neighborhood Stabilization Program I. * Applied for and received \$10 million in Neighborhood Stabilization Program II funds, for single family and multi-family acquisition and rehabilitation, and homebuyers assistance. * Prepared and issued developer RFQ for Station District and selected a Master Developer. * Selected developers for development of scattered sites and facilitated negotiations with developer. * Completed DDA for Vista del Rio housing project. 				
Action Plan for FY 2010-11				
<ul style="list-style-type: none"> * Continue to facilitate the acquisition and rehabilitation of multi-family units by non-profit housing corporations. * Continue to provide financial and technical assistance for owner-occupied residential rehabilitation. * Continue to implement federal HOME and Tax Increment Programs to meet the goals of the Consolidated Plan, Implementation Plan, and Housing Element. * Continue to implement Cal-Home Program. * Continue to implement Neighborhood Stabilization Programs I & II in accordance with HUD guidelines. * Continue to provide technical support for the development and marketing of Agency-owned property. * Continue master planning efforts for remaining portion of Station District, assist with development of Phase I. * Facilitate development of Vista del Rio. * Facilitate development of the various infill sites. 				
PERFORMANCE MEASURES	Actual	Actual	Estimated	Objective
	FY 07-08	FY 08-09	FY 09-10	FY 10-11
Service Level				
Program inquiries received	450	422	440	450
Infill new construction units completed	0	0	5	0
Non-profit acquisition/rehabilitation loans funded	4	2	0	0
Single-family rehabilitation loans funded	23	16	1	2
HOME compliance inspections completed	121	102	128	102
Efficiency				
% of rehab loan funds expended on work that exceeds City of Santa Ana code requirements	80%	80%	80%	80%
Effectiveness				
% of units inspected for HQS compliance by deadline	100%	100%	100%	100%
% of HOME funds committed	90%	90%	90%	90%
% of delinquent and defaulted loans	3%	3%	3%	3%

COMMUNITY DEVELOPMENT AGENCY

HOUSING AND NEIGHBORHOOD DEVELOPMENT		ACCOUNT UNIT			
Housing Development and Rehabilitation		50718810			
Account Code	LINE ITEM RESOURCES	ACTUAL FY 07-08	ACTUAL FY 08-09	PROJECTED FY 09-10	PROPOSED FY 10-11
61000	Salaries Regular	658,183	639,042	1,097,925	520,070
61020	Salaries Part-Time	56,897	58,535	44,810	133,840
61040	Salaries Overtime	14,535	8,798	0	10,000
61100	Retirement-Employer Contribution	32,784	32,590	92,225	43,685
61110	Part-Time Retirement	0	0	0	9,495
61120	Medicare Insurance	6,433	6,588	16,570	9,480
61130	Health Insurance	81,321	77,320	133,330	67,085
61170	Retiree Health Benefits	5,838	8,436	19,215	8,830
61180	Worker Compensation Insurance	10,694	9,547	16,655	9,615
	SUBTOTAL PERSONNEL	866,685	840,856	1,420,730	812,100
62010	Communications	16,827	17,031	15,255	10,500
62012	Cellular Phone Charges	0	0	0	200
62120	Training, Transportation, Meeting	10,723	7,820	11,520	11,520
62140	Membership, Subscription and Dues	3,688	3,495	13,165	10,965
62200	Advertising	788	728	7,000	8,430
62300	Contract Services-Professional	155,011	125,772	229,770	313,505
62302	Contracted Vendor Personnel Services	28,934	73,975	109,225	98,625
62322	M & R Machinery & Equipment	1,714	1,099	7,500	7,500
62400	Auditor Fee	0	0	0	32,350
62600	Parking Validation	0	0	0	2,000
62700	Auto Expense	0	0	0	300
	SUBTOTAL CONTRACTUAL	217,685	229,920	393,435	495,895
63001	Miscellaneous Office Expenses	40,838	30,105	92,145	81,595
	SUBTOTAL COMMODITIES	40,838	30,105	92,145	81,595
65000	Building Rental	77,860	84,700	70,195	56,155
65010	Rental City Equipment	16,285	16,850	16,850	13,480
65040	Computer Services Charge	9,310	10,205	10,205	8,015
65050	IS Strategic Plan	241,565	241,285	241,285	194,945
65100	Insurance Charges	94,730	101,690	101,690	91,520
65400	Indirect Costs	99,602	110,685	157,700	76,180
	SUBTOTAL FIXED CHARGES	539,352	565,415	597,925	440,295
66510	Computer Software	0	2,641	22,000	22,000
66600	Books, Records & Video	303	88	0	0
	SUBTOTAL CAPITAL	303	2,729	22,000	22,000
68000-570	Transfer to Fund 570	0	3,679,545	0	0
	SUBTOTAL INTERFUND TRANSFERS	0	3,679,545	0	0
69151	Residential Rehab Loans	28,814	0	0	0
	SUBTOTAL MISCELLANEOUS	28,814	0	0	0
	TOTAL	1,693,677	5,348,570	2,526,235	1,851,885

COMMUNITY DEVELOPMENT AGENCY

HOUSING AND NEIGHBORHOOD DEVELOPMENT		ACCOUNT UNIT			
Housing Development and Rehabilitation		50718810			
Class Code	AUTHORIZED PERSONNEL	ADOPTED FY 09-10		PROPOSED FY 10-11	
		Full Time		Full Time	
2491	Deputy City Manager for Dev Services	0.15		0.15	
2865	Asst Director of Community Development	0.05		0.00	
2460	Housing Division Manager	0.64		0.20	
0520	Housing Programs Coordinator	0.75		0.25	
0605	Redevelopment Program Manager	0.50		0.50	
0600	Redevelopment Project Manager III	0.50		0.50	
0910	Housing Development Analyst	0.60		0.00	
1840	Housing Programs Analyst	0.70		0.35	
2700	Senior Residential Construction Specialist	0.85		0.20	
2710	Residential Construction Specialist	1.80		0.30	
7000	Loan Specialist	0.70		0.05	
7390	Executive Secretary	0.00		0.10	
2760	Property Rehabilitation Assistant	0.90		0.50	
7280	Senior Accounting Assistant	0.70		0.50	
7270	Secretary	0.90		0.60	
7330	Senior Office Assistant	1.85		0.80	
	TOTAL	<u>11.59</u>		<u>5.00</u>	

COMMUNITY DEVELOPMENT AGENCY

HOUSING AND NEIGHBORHOOD DEVELOPMENT		ACCOUNT UNIT			
Housing Development and Rehabilitation-Capital Improvements		50718830			
Account Code	LINE ITEM RESOURCES	ACTUAL FY 07-08	ACTUAL FY 08-09	PROJECTED FY 09-10	PROPOSED FY 10-11
61000	Salaries Regular	0	3,542	0	0
61020	Salaries Part-Time	0	23,557	0	0
61040	Salaries Overtime	301	5,132	0	0
61100	Retirement-Employer Contribution	0	1,612	0	0
61120	Medicare Insurance	0	42	0	0
61130	Health Insurance	0	774	0	0
61180	Worker Compensation Insurance	0	325	0	0
	SUBTOTAL PERSONNEL	<u>301</u>	<u>34,984</u>	0	0
62300	Contract Services-Professional	<u>629,665</u>	<u>653,538</u>	0	0
	SUBTOTAL CONTRACTUAL	629,665	653,538	0	0
63001	Miscellaneous Office Expenses	<u>673</u>	<u>45</u>	0	0
	SUBTOTAL COMMODITIES	673	45	0	0
65400	Indirect Costs	<u>630</u>	<u>5,104</u>	0	0
	SUBTOTAL FIXED CHARGES	630	5,104	0	0
66100	Land	6,861,719	643,842	0	0
66220	Improvements Other Than Building	0	0	11,283,465	11,498,940
66700	Relocation Expense	<u>0</u>	<u>54,492</u>	0	0
	SUBTOTAL CAPITAL	6,861,719	698,334	11,283,465	11,498,940
69151	Residential Rehab Loans	<u>4,338,553</u>	<u>2,727,913</u>	<u>3,000,000</u>	<u>2,000,000</u>
	SUBTOTAL MISCELLANEOUS	4,338,553	2,727,913	3,000,000	2,000,000
	TOTAL	<u><u>11,831,541</u></u>	<u><u>4,119,918</u></u>	<u><u>14,283,465</u></u>	<u><u>13,498,940</u></u>

COMMUNITY DEVELOPMENT AGENCY

HOUSING AND NEIGHBORHOOD DEVELOPMENT		ACCOUNT UNIT			
Housing Development and Rehabilitation-CDBG		13518782			
Account Code	LINE ITEM RESOURCES	ACTUAL FY 07-08	ACTUAL FY 08-09	PROJECTED FY 09-10	PROPOSED FY 10-11
61000	Salaries Regular	485	0	0	0
61100	Retirement-Employer Contribution	25	0	0	0
61120	Medicare Insurance	7	0	0	0
61130	Health Insurance	69	0	0	0
61180	Worker Compensation Insurance	5	0	0	0
	SUBTOTAL PERSONNEL	<u>591</u>	0	0	0
62200	Advertising	151	0	0	0
62300	Contract Services-Professional	1,233	(707)	0	0
	SUBTOTAL CONTRACTUAL	<u>1,384</u>	(707)	0	0
65400	Indirect Costs	17	0	0	0
	SUBTOTAL FIXED CHARGES	<u>17</u>	0	0	0
69011	Reserve for Appropriation	(60,651)	(106,461)	0	0
69152	Loans & Grants	144,996	56,405	125,000	125,000
	SUBTOTAL MISCELLANEOUS	<u>84,345</u>	(50,056)	125,000	125,000
	TOTAL	<u><u>86,337</u></u>	<u><u>(50,763)</u></u>	<u><u>125,000</u></u>	<u><u>125,000</u></u>

COMMUNITY DEVELOPMENT AGENCY

HOUSING AND NEIGHBORHOOD DEVELOPMENT		ACCOUNT UNIT			
Housing Development and Rehabilitation-HOME		13018780			
Account Code	LINE ITEM RESOURCES	ACTUAL FY 07-08	ACTUAL FY 08-09	PROJECTED FY 09-10	PROPOSED FY 10-11
61000	Salaries Regular	142,015	225,300	169,835	344,630
61020	Salaries Part-Time	0	62	0	0
61040	Salaries Overtime	1,280	1,837	0	5,000
61100	Retirement-Employer Contribution	6,034	13,141	14,265	28,950
61120	Medicare Insurance	1,505	2,304	2,465	4,995
61130	Health Insurance	16,028	25,186	18,025	44,610
61170	Retiree Health Benefits	1,774	2,530	2,970	5,690
61180	Worker Compensation Insurance	1,784	3,093	2,160	4,695
	SUBTOTAL PERSONNEL	170,420	273,453	209,720	438,570
62010	Communications	0	0	2,335	2,035
62012	Cellular Phone Charges	0	0	0	100
62120	Training, Transportation, Meeting	117	106	2,750	4,650
62140	Membership, Subscription and Dues	2,080	1,785	1,900	3,900
62200	Advertising	151	0	5,000	7,000
62300	Contract Services-Professional	18,602	5,635	46,280	48,000
62302	Contracted Vendor Personnel Services	2,427	785	0	0
62400	Auditor Fee	0	0	0	7,000
62600	Parking Validation	0	0	0	200
62700	Auto Expense	0	0	0	150
	SUBTOTAL CONTRACTUAL	23,377	8,311	58,265	73,035
63000	Office Supplies	(787)	0	0	0
63001	Miscellaneous Office Expenses	933	3,109	5,910	26,585
	SUBTOTAL COMMODITIES	146	3,109	5,910	26,585
65000	Building Rental	0	0	0	7,020
65040	Computer Services Charge	1,395	500	500	550
65050	IS Strategic Plan	2,120	2,400	2,400	24,370
65100	Insurance Charges	14,215	7,000	7,000	7,000
65400	Indirect Costs	19,262	35,615	23,435	8,510
	SUBTOTAL FIXED CHARGES	36,992	45,515	33,335	47,450
69011	Reserve for Appropriation	(6,454)	(24,526)	0	0
69151	Residential Rehab Loans	3,280,798	553,126	2,232,905	2,367,410
	SUBTOTAL MISCELLANEOUS	3,274,344	528,600	2,232,905	2,367,410
	TOTAL	3,505,279	858,988	2,540,135	2,953,050

COMMUNITY DEVELOPMENT AGENCY

HOUSING AND NEIGHBORHOOD DEVELOPMENT		ACCOUNT UNIT			
Housing Development and Rehabilitation-HOME		13018780			
Class Code	AUTHORIZED PERSONNEL	ADOPTED FY 09-10		PROPOSED FY 10-11	
		Full Time		Full Time	
2491	Deputy City Manager for Dev Services	0.05		0.05	
2460	Housing Division Manager	0.05		0.25	
0520	Housing Programs Coordinator	0.15		0.20	
0910	Housing Development Analyst	0.25		0.00	
1840	Housing Programs Analyst	0.20		0.65	
2700	Senior Residential Construction Specialist	0.15		0.20	
2710	Residential Construction Specialist	0.20		0.50	
7000	Loan Specialist	0.10		0.25	
2760	Property Rehabilitation Assistant	0.10		0.50	
7280	Senior Accounting Assistant	0.15		0.35	
7270	Secretary	0.10		0.40	
7330	Senior Office Assistant	0.15		0.25	
	TOTAL	<u>1.65</u>		<u>3.60</u>	

COMMUNITY DEVELOPMENT AGENCY

HOUSING AND NEIGHBORHOOD DEVELOPMENT		ACCOUNT UNIT			
Housing Development and Rehabilitation-Issuer Fee		13318780			
Account Code	LINE ITEM RESOURCES	ACTUAL FY 07-08	ACTUAL FY 08-09	PROJECTED FY 09-10	PROPOSED FY 10-11
61000	Salaries Regular	5,520	1,845	0	15,000
61100	Retirement-Employer Contribution	108	35	0	1,200
61120	Medicare Insurance	22	6	0	750
61130	Health Insurance	109	18	0	2,025
61170	Retiree Health Benefits	0	0	0	3,000
61180	Worker Compensation Insurance	31	4	0	4,500
	SUBTOTAL PERSONNEL	<u>5,790</u>	<u>1,908</u>	0	26,475
62120	Training, Transportation, Meeting	0	1,000	0	0
62140	Membership, Subscription and Dues	243	242	0	0
62302	Contracted Vendor Personnel Services	500	0	0	0
	SUBTOTAL CONTRACTUAL	<u>743</u>	<u>1,242</u>	0	0
63001	Miscellaneous Office Expenses	0	0	0	4,425
	SUBTOTAL COMMODITIES	<u>0</u>	<u>0</u>	0	4,425
65010	Rental City Equipment	15	100	0	0
65400	Indirect Costs	643	183	0	0
	SUBTOTAL FIXED CHARGES	<u>658</u>	<u>283</u>	0	0
66220	Improvements Other Than Building	0	0	0	150,000
	SUBTOTAL CAPITAL	<u>0</u>	<u>0</u>	0	150,000
	TOTAL	<u><u>7,191</u></u>	<u><u>3,433</u></u>	<u><u>0</u></u>	<u><u>180,900</u></u>

HOUSING AND NEIGHBORHOOD DEVELOPMENT		ACCOUNT UNIT			
Housing Development and Rehabilitation-Inclusionary Housing Fee		41718820			
Account Code	LINE ITEM RESOURCES	ACTUAL FY 07-08	ACTUAL FY 08-09	PROJECTED FY 09-10	PROPOSED FY 10-11
69151	Residential Rehab Loans	0	0	0	1,047,000
	SUBTOTAL MISCELLANEOUS	<u>0</u>	<u>0</u>	0	1,047,000
	TOTAL	<u><u>0</u></u>	<u><u>0</u></u>	<u><u>0</u></u>	<u><u>1,047,000</u></u>

COMMUNITY DEVELOPMENT AGENCY

HOUSING AND NEIGHBORHOOD DEVELOPMENT		ACCOUNT UNIT			
Housing Development and Rehabilitation-Neighborhood Stabilization Program I		14218760			
Account Code	LINE ITEM RESOURCES	ACTUAL FY 07-08	ACTUAL FY 08-09	PROJECTED FY 09-10	PROPOSED FY 10-11
61000	Salaries Regular	0	53,515	0	166,375
61020	Salaries Part-Time	0	0	0	2,650
61040	Salaries Overtime	0	3,763	0	10,000
61100	Retirement-Employer Contribution	0	3,677	0	13,975
61110	Part-Time Retirement	0	0	0	100
61120	Medicare Insurance	0	693	0	2,450
61130	Health Insurance	0	5,087	0	18,735
61170	Retiree Health Benefits	0	0	0	2,775
61180	Worker Compensation Insurance	0	904	0	2,345
	SUBTOTAL PERSONNEL	0	67,639	0	219,405
62120	Training, Transportation, Meeting	0	134	0	2,100
62140	Membership, Subscription and Dues	0	0	0	50
62200	Advertising	0	0	0	700
62300	Contract Services-Professional	0	36,395	0	1,229,500
62302	Contracted Vendor Personnel Services	0	0	0	5,000
62600	Parking Validation	0	0	0	300
62700	Auto Expense	0	0	0	75
	SUBTOTAL CONTRACTUAL	0	36,529	0	1,237,725
63001	Miscellaneous Office Expenses	0	978	0	15,160
	SUBTOTAL COMMODITIES	0	978	0	15,160
65000	Building Rental	0	0	0	3,510
65010	Rental City Equipment	0	0	0	1,685
65040	Computer Services Charge	0	0	0	1,070
65050	IS Strategic Plan	0	0	0	12,185
65100	Insurance Charges	0	0	0	5,085
65400	Indirect Costs	0	10,194	0	4,175
	SUBTOTAL FIXED CHARGES	0	10,194	0	27,710
69011	Reserve for Appropriation	0	0	0	0
69152	Loans & Grants	0	102,791	0	0
	SUBTOTAL MISCELLANEOUS	0	102,791	0	0
	TOTAL	0	218,131	0	1,500,000

Class Code	AUTHORIZED PERSONNEL	ADOPTED FY 09-10		PROPOSED FY 10-11	
		Full Time		Full Time	
2491	Deputy City Manager for Dev Services	0.00		0.05	
2460	Housing Division Manager	0.00		0.10	
0520	Housing Programs Coordinator	0.00		0.20	
1840	Housing Programs Analyst	0.00		0.30	
2700	Senior Residential Construction Specialist	0.00		0.15	
2710	Residential Construction Specialist	0.00		0.45	
7000	Loan Specialist	0.00		0.20	
7280	Senior Accounting Assistant	0.00		0.05	
7330	Senior Office Assistant	0.00		0.20	
	TOTAL	0.00		1.70	

COMMUNITY DEVELOPMENT AGENCY

HOUSING AND NEIGHBORHOOD DEVELOPMENT		ACCOUNT UNIT			
Housing Development and Rehabilitation-Neighborhood Stabilization Program II		14218761			
Account Code	LINE ITEM RESOURCES	ACTUAL FY 07-08	ACTUAL FY 08-09	PROJECTED FY 09-10	PROPOSED FY 10-11
61000	Salaries Regular	0	0	0	265,725
61020	Salaries Part-Time	0	0	0	2,650
61040	Salaries Overtime	0	0	0	10,000
61100	Retirement-Employer Contribution	0	0	0	22,320
61110	Part-Time Retirement	0	0	0	100
61120	Medicare Insurance	0	0	0	3,890
61130	Health Insurance	0	0	0	29,630
61170	Retiree Health Benefits	0	0	0	4,445
61180	Worker Compensation Insurance	0	0	0	3,555
	SUBTOTAL PERSONNEL	0	0	0	342,315
62120	Training, Transportation, Meeting	0	0	0	2,100
62140	Membership, Subscription and Dues	0	0	0	50
62200	Advertising	0	0	0	700
62300	Contract Services-Professional	0	0	0	1,111,500
62302	Contracted Vendor Personnel Services	0	0	0	5,000
62600	Parking Validation	0	0	0	300
62700	Auto Expense	0	0	0	75
	SUBTOTAL CONTRACTUAL	0	0	0	1,119,725
63001	Miscellaneous Office Expenses	0	0	0	7,795
	SUBTOTAL COMMODITIES	0	0	0	7,795
65000	Building Rental	0	0	0	3,510
65010	Rental City Equipment	0	0	0	1,685
65040	Computer Services Charge	0	0	0	1,070
65050	IS Strategic Plan	0	0	0	12,185
65100	Insurance Charges	0	0	0	5,085
65400	Indirect Costs	0	0	0	6,630
	SUBTOTAL FIXED CHARGES	0	0	0	30,165
	TOTAL	0	0	0	1,500,000

Class Code	AUTHORIZED PERSONNEL	ADOPTED FY 09-10		PROPOSED FY 10-11	
		Full Time		Full Time	
2491	Deputy City Manager for Dev Services	0.00		0.05	
2460	Housing Division Manager	0.00		0.15	
0520	Housing Programs Coordinator	0.00		0.25	
1840	Housing Programs Analyst	0.00		0.45	
2700	Senior Residential Construction Specialist	0.00		0.35	
2710	Residential Construction Specialist	0.00		0.75	
7000	Loan Specialist	0.00		0.40	
7280	Senior Accounting Assistant	0.00		0.05	
7330	Senior Office Assistant	0.00		0.35	
	TOTAL	0.00		2.80	

COMMUNITY DEVELOPMENT AGENCY

HOUSING AND NEIGHBORHOOD DEVELOPMENT		PROGRAM		
Neighborhood Improvement		Various		
Statement of Purpose				
<p><i>To facilitate collaboration between agencies and the communities to ensure efficient implementation of community initiatives. To improve area conditions and overall quality of life.</i></p> <p>The Neighborhood Improvement Program (NIP) provides staff support and acts as a liaison between neighborhoods, communities and the City. NIP provides quality technical assistance and community improvements to facilitate improved communication between residents, the community and the City, and to promote a positive city image.</p>				
Accomplishments in FY 08-09 & FY 09-10				
<ul style="list-style-type: none"> * Continued to support neighborhood associations and the Communication Linkage Forum. * Implemented assessment methodology of neighborhood association capacities. * Supported Resource Network agencies through networking/recognition, strategic planning, information sharing and encouraging collaboration. * Delivered improvements to the Townsend/Raitt and Bishop Manor neighborhoods through use of task forces. * Interagency Team launched in Station District to support new Development and Transit Vision. 				
Action Plan for FY 2010-11				
<ul style="list-style-type: none"> * Prepare individual development plans for 25 neighborhood associations. * Sponsor 14th Annual Celebrate Santa Ana through the Resource Network in May 2011. 				
PERFORMANCE MEASURES	Actual	Actual	Estimated	Objective
	FY 07-08	FY 08-09	FY 09-10	FY 10-11
Service Level				
Residents receiving Apartment Manager training	50	N/A	N/A	50
Neighborhood association meetings	325	325	325	325
Neighborhood cleanups	50	50	50	50
Dumpsters provided	350	350	355	350
Efficiency				
Regular meetings supported by staff	250	275	275	275
Effectiveness				
Number of internet visits to Community Calendar	3,500	3,500	30,000	32,000
Number of Resource Network Agencies utilizing quarterly newsletters of Community Calendar	75	80	80	100
Frequency of Community Calendar updates	100	100	110	110

COMMUNITY DEVELOPMENT AGENCY

HOUSING AND NEIGHBORHOOD DEVELOPMENT		ACCOUNT UNIT			
Neighborhood Improvement		50718820			
Account Code	LINE ITEM RESOURCES	ACTUAL FY 07-08	ACTUAL FY 08-09	PROJECTED FY 09-10	PROPOSED FY 10-11
61000	Salaries Regular	274,784	408,734	444,025	282,220
61020	Salaries Part-Time	76,675	65,877	66,815	0
61040	Salaries Overtime	28,523	18,982	0	0
61100	Retirement-Employer Contribution	17,615	27,563	37,300	23,705
61120	Medicare Insurance	5,248	7,125	7,405	4,090
61130	Health Insurance	37,125	55,258	57,860	42,815
61170	Retiree Health Benefits	1,282	5,933	7,770	4,800
61180	Worker Compensation Insurance	7,488	10,560	5,700	3,285
	SUBTOTAL PERSONNEL	448,740	600,032	626,875	360,915
62010	Communications	11,567	11,553	10,200	8,600
62012	Cellular Phone Charges	0	0	0	1,100
62120	Training, Transportation, Meeting	651	3,741	7,945	8,845
62140	Membership, Subscription and Dues	4,800	6,026	3,275	8,745
62200	Advertising	0	0	450	450
62300	Contract Services-Professional	43,087	27,848	10,700	6,200
62302	Contracted Vendor Personnel Services	21,256	0	0	0
62322	M & R Machinery & Equipment	820	792	200	650
62600	Parking Validation	0	0	0	1,000
	SUBTOTAL CONTRACTUAL	82,181	49,960	32,770	35,590
63001	Miscellaneous Office Expenses	79,076	89,157	60,350	64,375
	SUBTOTAL COMMODITIES	79,076	89,157	60,350	64,375
65000	Building Rental	55,984	68,310	68,310	68,310
65010	Rental City Equipment	11,235	11,610	11,610	5,865
65100	Insurance Charges	73,215	73,895	73,895	73,895
65400	Indirect Costs	50,770	78,833	70,495	32,880
	SUBTOTAL FIXED CHARGES	191,204	232,648	224,310	180,950
66061	Computer Software	0	319	0	0
66600	Books, Records & Video	187	58	100	0
	SUBTOTAL CAPITAL	187	377	100	0
	TOTAL	801,388	972,174	944,405	641,830

Class Code	AUTHORIZED PERSONNEL	ADOPTED FY 09-10		PROPOSED FY 10-11	
		Full Time		Full Time	
2460	Housing Division Manager	0.11		0.10	
7610	Community Development District Manager	2.36		1.30	
7620	Housing Programs Aide	1.00		0.50	
7330	Senior Office Assistant	2.00		1.40	
	TOTAL	5.47		3.30	

COMMUNITY DEVELOPMENT AGENCY

HOUSING AND NEIGHBORHOOD DEVELOPMENT		ACCOUNT UNIT			
Neighborhood Improvement - CDBG		13518781			
Account Code	LINE ITEM RESOURCES	ACTUAL FY 07-08	ACTUAL FY 08-09	PROJECTED FY 09-10	PROPOSED FY 10-11
61000	Salaries Regular	125,704	45,749	71,210	114,085
61020	Salaries Part-Time	33,783	1,353	0	0
61040	Salaries Overtime	12,963	6,338	0	0
61100	Retirement-Employer Contribution	9,128	4,237	5,980	9,585
61120	Medicare Insurance	2,641	691	1,035	1,655
61130	Health Insurance	17,505	5,294	7,140	18,310
61170	Retiree Health Benefits	2,444	60	1,245	1,995
61180	Worker Compensation Insurance	4,122	1,295	740	1,185
	SUBTOTAL PERSONNEL	208,290	65,017	87,350	146,815
63001	Miscellaneous Office Expenses	34,075	4,306	675	25,365
	SUBTOTAL COMMODITIES	34,075	4,306	675	25,365
65000	Building Rental	8,126	0	0	0
65400	Indirect Costs	6,287	1,790	1,975	2,820
	SUBTOTAL FIXED CHARGES	14,413	1,790	1,975	2,820
66220	Improvements Other Than Building	0	0	50,000	0
	SUBTOTAL CAPITAL	0	0	50,000	0
	TOTAL	256,778	71,113	140,000	175,000

Class Code	AUTHORIZED PERSONNEL	ADOPTED FY 09-10		PROPOSED FY 10-11	
		Full Time		Full Time	
7610	Community Development District Manager	0.64		0.70	
7580	Housing Programs Aide	0.00		0.50	
	TOTAL	0.64		1.20	

COMMUNITY DEVELOPMENT AGENCY

SOUTH MAIN

PROJECT AREA

PROJECT: FEASIBILITY STUDY FOR SOUTH MAIN COMMERCIAL CORRIDOR 55318830

Conduct a feasibility study for South Main Corridor to determine the potential market for the area. This study is part of an ongoing effort to improve the marketability of South Main Street.

	<u>PROJECTED THRU 6/10</u>	<u>PROPOSED THRU 7/10-6/11</u>
REVENUES		
PROJECT: FEASIBILITY STUDY FOR SOUTH MAIN		
Tax Increment	30,000	30,000
TOTAL	30,000	30,000
 EXPENDITURES		
PROJECT: FEASIBILITY STUDY FOR SOUTH MAIN		
Other Contractual Services	30,000	30,000
TOTAL	30,000	30,000

COMMUNITY DEVELOPMENT AGENCY

SOUTH MAIN

PROJECT AREA

PROJECT: SOUTH MAIN COMMERCIAL CORRIDOR ACQUISITIONS 55318830

As part of the ongoing effort to enhance the south Main Commercial Corridor, funding is set aside for possible future property acquisitions.

	<u>PROJECTED THRU 6/10</u>	<u>PROPOSED THRU 7/10-6/11</u>
REVENUES		
PROJECT: SOUTH MAIN COMMERCIAL CORRIDOR ACQ		
Tax Increment	<u>1,342,225</u>	<u>1,322,500</u>
TOTAL	<u><u>1,342,225</u></u>	<u><u>1,322,500</u></u>
 EXPENDITURES		
PROJECT: SOUTH MAIN COMMERCIAL CORRIDOR ACQ		
Land	<u>1,342,225</u>	<u>1,322,500</u>
TOTAL	<u><u>1,342,225</u></u>	<u><u>1,322,500</u></u>

COMMUNITY DEVELOPMENT AGENCY

SOUTH MAIN

PROJECT AREA

PROJECT: SOUTH MAIN COMMERCIAL CORRIDOR STREET IMPROVEMENTS 55318830

For the reconstruction, maintenance and repair of the South Main Commercial Corridor from First Street to Warner Street.

	<u>PROJECTED THRU 6/10</u>	<u>PROPOSED THRU 7/10-6/11</u>
REVENUES		
PROJECT: SOUTH MAIN COMM'L CORRIDOR STREET IMPROVE		
Tax Increment	<u>700,000</u>	<u>500,000</u>
TOTAL	<u><u>700,000</u></u>	<u><u>500,000</u></u>
 EXPENDITURES		
PROJECT: SOUTH MAIN COMM'L CORRIDOR STREET IMPROVE		
Improvements Other Than Buildings	<u>700,000</u>	<u>500,000</u>
TOTAL	<u><u>700,000</u></u>	<u><u>500,000</u></u>

COMMUNITY DEVELOPMENT AGENCY

SOUTH MAIN

PROJECT AREA

PROJECT: COMMERCIAL REBATE PROGRAM 55318830

This project was established to provide funding in the form of rebates to storefront businesses in the South Main Commercial Corridor for rehabilitation of building facades.

	<u>PROJECTED THRU 6/10</u>	<u>PROPOSED THRU 7/10-6/11</u>
REVENUES		
PROJECT: COMMERCIAL REBATE PROGRAM		
Tax Increment	500,000	500,000
TOTAL	500,000	500,000
 EXPENDITURES		
PROJECT: COMMERCIAL REBATE PROGRAM		
Commercial Rehab Rebates	500,000	500,000
TOTAL	500,000	500,000

COMMUNITY DEVELOPMENT AGENCY

SOUTH MAIN

PROJECT AREA

PROJECT: PARKING LOT IMPROVEMENTS 55318830

Implement various improvements to the off-street parking lots along Main Street between First and Warner.

	<u>PROJECTED THRU 6/10</u>	<u>PROPOSED THRU 7/10-6/11</u>
REVENUES		
PROJECT: PARKING LOT IMPROVEMENTS		
Tax Increment	<u>100,000</u>	<u>75,000</u>
TOTAL	<u><u>100,000</u></u>	<u><u>75,000</u></u>
 EXPENDITURES		
PROJECT: PARKING LOT IMPROVEMENTS		
Improvements Other Than Buildings	<u>100,000</u>	<u>75,000</u>
TOTAL	<u><u>100,000</u></u>	<u><u>75,000</u></u>

COMMUNITY DEVELOPMENT AGENCY

MERGED	PROJECT AREA
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PROJECT: DEPOT BUILDING IMPROVEMENTS 57018830

This project will upgrade facilities at the Santa Ana Regional Transportation Center (Depot) to the building and grounds. The Depot is a primary gateway to the City of Santa Ana and provides visitors their first impression of the city.

	<u>PROJECTED THRU 6/10</u>	<u>PROPOSED THRU 7/10-6/11</u>
REVENUES		
PROJECT: DEPOT BUILDING IMPROVEMENTS		
Tax Increment	0	100,000
TOTAL	0	100,000
 EXPENDITURES		
PROJECT: DEPOT BUILDING IMPROVEMENTS		
Building Improvements	0	100,000
TOTAL	0	100,000

COMMUNITY DEVELOPMENT AGENCY

MERGED

PROJECT AREA

PROJECT: COMMERCIAL REBATE PROGRAM 57018830

This project was established to provide funding in the form of rebates to storefront businesses in the Central City project area for rehabilitation of building facades.

	<u>PROJECTED THRU 6/10</u>	<u>PROPOSED THRU 7/10-6/11</u>
REVENUES		
PROJECT: COMMERCIAL REBATE PROGRAM		
Tax Increment	500,000	750,000
TOTAL	500,000	750,000
 EXPENDITURES		
PROJECT: COMMERCIAL REBATE PROGRAM		
Commercial Rehab Rebates	500,000	750,000
TOTAL	500,000	750,000

COMMUNITY DEVELOPMENT AGENCY

MERGED	PROJECT AREA
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PROJECT: GRAND CENTRAL BUILDING IMPROVEMENTS 57018830

To provide funds for major capital improvements and repairs to the Grand Central Building, currently leased to the California State University Fullerton Foundation.

	<u>PROJECTED THRU 6/10</u>	<u>PROPOSED THRU 7/10-6/11</u>
REVENUES		
PROJECT: GRAND CENTRAL BUILDING		
Tax Increment	0	100,000
TOTAL	0	100,000
 EXPENDITURES		
PROJECT: GRAND CENTRAL BUILDING		
Building Improvements	0	100,000
TOTAL	0	100,000

COMMUNITY DEVELOPMENT AGENCY

MERGED

PROJECT AREA

PROJECT: DOWNTOWN CAPITAL PROJECTS 57018830

Work with the business community within the Central City project area to evaluate the need for capital project improvements such as fences, retaining walls, trees and landscaping, parking lot paving, and may also include the acquisition and/or construction of buildings, as necessary.

	<u>PROJECTED THRU 6/10</u>	<u>PROPOSED THRU 7/10-6/11</u>
REVENUES		
PROJECT: DOWNTOWN CAPITAL PROJECTS		
Tax Increment	500,000	200,000
TOTAL	500,000	200,000
 EXPENDITURES		
PROJECT: DOWNTOWN CAPITAL PROJECTS		
Improvements Other Than Buildings	500,000	200,000
TOTAL	500,000	200,000

COMMUNITY DEVELOPMENT AGENCY

MERGED	PROJECT AREA
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PROJECT: DOWNTOWN WAYFINDING SYSTEM 57018830

This project will enhance the success and market potential for the arts, entertainment, historical, cultural and economic growth in downtown Santa Ana.

	<u>PROJECTED THRU 6/10</u>	<u>PROPOSED THRU 7/10-6/11</u>
REVENUES		
PROJECT: DOWNTOWN WAYFINDING SYSTEM		
Tax Increment	75,000	150,000
TOTAL	75,000	150,000
 EXPENDITURES		
PROJECT: DOWNTOWN WAYFINDING SYSTEM		
Improvements Other Than Buildings	75,000	150,000
TOTAL	75,000	150,000

COMMUNITY DEVELOPMENT AGENCY

MERGED

PROJECT AREA

PROJECT: MUSEUM DISTRICT IMPROVEMENTS 57018830

This project will provide continued assistance with the development and enhancement of the Museum District.

	<u>PROJECTED THRU 6/10</u>	<u>PROPOSED THRU 7/10-6/11</u>
REVENUES		
PROJECT: MUSEUM DISTRICT IMPROVEMENTS		
Tax Increment	200,000	100,000
TOTAL	200,000	100,000
 EXPENDITURES		
PROJECT: MUSEUM DISTRICT IMPROVEMENTS		
Improvements Other Than Buildings	200,000	100,000
TOTAL	200,000	100,000

COMMUNITY DEVELOPMENT AGENCY

RESIDENTIAL PROGRAM

PROJECT: REPLACEMENT HOUSING/INCLUSIONARY OBLIGATION 50718830

To facilitate projects and to meet federal regulations for replacement housing inclusionary obligation. A comprehensive multi-year program has been designed to acquire property and develop replacement units in partnership with private and non-profit developers.

	<u>PROJECTED THRU 6/10</u>	<u>PROPOSED THRU 7/10-6/11</u>
REVENUES		
PROJECT: REPLACEMENT HOUSING/INCLUSIONARY OBLIGATION		
Housing Set Aside Tax Increment	<u>2,500,000</u>	<u>500,000</u>
TOTAL	<u><u>2,500,000</u></u>	<u><u>500,000</u></u>
 EXPENDITURES		
PROJECT: REPLACEMENT HOUSING/INCLUSIONARY OBLIGATION		
Improvements Other Than Buildings	<u>2,500,000</u>	<u>500,000</u>
TOTAL	<u><u>2,500,000</u></u>	<u><u>500,000</u></u>

COMMUNITY DEVELOPMENT AGENCY

RESIDENTIAL PROGRAM

PROJECT: SANTA ANA BOULEVARD ACQUISITIONS 50718830

This program will enhance the vital appearance of the Station District area. The developer was selected in FY 09-10. The current schedule has construction for both the rental and for-sale units commencing in FY 10-11.

	<u>PROJECTED THRU 6/10</u>	<u>PROPOSED THRU 7/10-6/11</u>
REVENUES		
PROJECT: SANTA ANA BLVD. ACQUISITIONS Housing Set Aside Tax Increment	<u>8,083,465</u>	<u>7,348,940</u>
TOTAL	<u><u>8,083,465</u></u>	<u><u>7,348,940</u></u>
EXPENDITURES		
PROJECT: SANTA ANA BLVD. ACQUISITIONS Improvements Other Than Buildings	<u>8,083,465</u>	<u>7,348,940</u>
TOTAL	<u><u>8,083,465</u></u>	<u><u>7,348,940</u></u>

COMMUNITY DEVELOPMENT AGENCY

RESIDENTIAL PROGRAM

PROJECT: INFILL NEW CONSTRUCTION 50718830

The Agency owns residential lots throughout the City. The parcels were predominately acquired through realignments and the freeway widening. Three developers have been selected to develop a mix of for sale and rental units on the parcels. Construction will commence on these parcels in FY 10-11.

	<u>PROJECTED THRU 6/10</u>	<u>PROPOSED THRU 7/10-6/11</u>
REVENUES		
PROJECT: INFILL NEW CONSTRUCTION		
Housing Set Aside Tax Increment	<u>0</u>	<u>3,000,000</u>
TOTAL	<u><u>0</u></u>	<u><u>3,000,000</u></u>
 EXPENDITURES		
PROJECT: INFILL NEW CONSTRUCTION		
Improvements Other Than Buildings	<u>0</u>	<u>3,000,000</u>
TOTAL	<u><u>0</u></u>	<u><u>3,000,000</u></u>

COMMUNITY DEVELOPMENT AGENCY

RESIDENTIAL PROGRAM

PROJECT: RELOCATION OBLIGATIONS 50718830

These payments are required to meet Federal and State mandated regulations for payment of relocation benefits.

	PROJECTED THRU 6/10	PROPOSED THRU 7/10-6/11
REVENUES		
PROJECT: RELOCATION OBLIGATIONS Housing Set Aside Tax Increment	<u>150,000</u>	<u>150,000</u>
TOTAL	<u>150,000</u>	<u>150,000</u>
EXPENDITURES		
PROJECT: RELOCATION OBLIGATIONS Improvements Other Than Buildings	<u>150,000</u>	<u>150,000</u>
TOTAL	<u>150,000</u>	<u>150,000</u>

COMMUNITY DEVELOPMENT AGENCY

CENTRAL CITY

OBLIGATION

1989 TAX ALLOCATION BOND SERIES B - DEBT SERVICE FUND 517

To finance a major increase in capital projects, the Agency sold a \$63,850,000 Tax Allocation Bond issue in 1985. The structure of the issue required the remarketing of the bonds in 1991. In order to take advantage of attractive market conditions and to secure a lower interest rate for the life of the issue, the Agency issued refunding bonds in November, 1989. The \$70,000,000 issue was a 30 year issue at a net interest rate of 7.31 percent.

		<u>PROJECTED</u> <u>THRU 6/10</u>	<u>PROPOSED</u> <u>THRU 7/10-6/11</u>
REVENUES			
517	1989 TAX ALLOCATION REFUNDING BOND SERIES B		
	Transfer from Fund 402	779,000	698,220
	Transfer from Fund 571	<u>5,766,985</u>	<u>5,769,415</u>
	TOTAL	<u><u>6,545,985</u></u>	<u><u>6,467,635</u></u>
 EXPENDITURES			
51718020	1989 TAX ALLOCATION REFUNDING BOND SERIES B		
	Bond Principal	2,685,000	2,895,000
	Bond Interest	3,081,985	2,874,415
	Transfer to Fund 570	<u>779,000</u>	<u>698,220</u>
	TOTAL	<u><u>6,545,985</u></u>	<u><u>6,467,635</u></u>

COMMUNITY DEVELOPMENT AGENCY

CENTRAL CITY

OBLIGATION

1989 TAX ALLOCATION BOND SERIES E - DEBT SERVICE FUND 518

The finance structuring of the MainPlace project included a \$15,000,000 developer advance from JMB Federated. It is to be repaid by the Agency from tax increment generated by the developer's improvements at the MainPlace site. The note bears interest at 10%. In 1985, the Agency issued \$20 million bonds to refinance this debt at 7 3/8% interest rate. The structure of the issue provided for the bond proceeds to be held in escrow until the tax increment generated by the site was sufficient to support its release or December 1990, whichever occurred first. A \$21 million refunding in 1989 allowed the Agency to secure a lower interest rate and extend the life of the escrow for an additional nine years.

		<u>PROJECTED THRU 6/10</u>	<u>PROPOSED THRU 7/10-6/11</u>
REVENUES			
518	1989 TAX ALLOCATION REFUNDING BOND SERIES E		
	Transfer from Fund 402	196,125	194,400
	Transfer from Fund 571	<u>1,767,350</u>	<u>1,770,945</u>
	TOTAL	<u><u>1,963,475</u></u>	<u><u>1,965,345</u></u>
 EXPENDITURES			
51818020	1989 TAX ALLOCATION REFUNDING BOND SERIES E		
	Bond Principal	800,000	865,000
	Bond Interest	967,350	905,945
	Transfer to Fund 570	<u>196,125</u>	<u>194,400</u>
	TOTAL	<u><u>1,963,475</u></u>	<u><u>1,965,345</u></u>

COMMUNITY DEVELOPMENT AGENCY

INTERCITY

OBLIGATION

1989 TAX ALLOCATION BOND SERIES A - DEBT SERVICE FUND 527

To finance a major increase in capital projects and administration, and to repay City advances in the Intercity project area, the Agency sold an \$8,000,000 Tax Allocation Bond issue in 1985. The structure of the issue required the remarketing of the bonds in 1991. In order to take advantage of attractive market conditions and to secure a lower interest rate for the life of the issue, the Agency issued refunding bonds in November 1989. The \$8,985,000 issue was a 30-year issue at a net interest rate of 7.25 percent.

		<u>PROJECTED</u> <u>THRU 6/10</u>	<u>PROPOSED</u> <u>THRU 7/10-6/11</u>
REVENUES			
527	1989 TAX ALLOCATION REFUNDING BOND SERIES A		
	Transfer from Fund 402	65,095	65,535
	Transfer from fund 571	<u>739,580</u>	<u>738,665</u>
	TOTAL	<u><u>804,675</u></u>	<u><u>804,200</u></u>

EXPENDITURES			
52718020	1989 TAX ALLOCATION REFUNDING BOND SERIES A		
	Bond Principal	345,000	370,000
	Bond Interest	394,580	368,665
	Transfer to Fund 570	<u>65,095</u>	<u>65,535</u>
	TOTAL	<u><u>804,675</u></u>	<u><u>804,200</u></u>

COMMUNITY DEVELOPMENT AGENCY

SOUTH HARBOR

OBLIGATION

1989 TAX ALLOCATION BOND SERIES C - DEBT SERVICE FUND 547

To finance public improvements in the South Harbor project area, the Agency sold a \$13,650,000 Tax Allocation Bond issue in 1985. The structure of the issue required the remarketing of the bonds in 1991. In order to take advantage of attractive market conditions and to secure a lower interest rate for the life of the issue, the Agency issued refunding bonds in November, 1989. The \$15,425,000 issue was a 30-year issue at a net interest rate of 7.28 percent.

		<u>PROJECTED THRU 6/10</u>	<u>PROPOSED THRU 7/10-6/11</u>
REVENUES			
547	1989 TAX ALLOCATION REFUNDING BOND SERIES C		
	Transfer from Fund 402	241,905	248,465
	Transfer from Fund 571	<u>1,260,530</u>	<u>1,260,765</u>
	TOTAL	<u><u>1,502,435</u></u>	<u><u>1,509,230</u></u>
 EXPENDITURES			
54718020	1989 TAX ALLOCATION REFUNDING BOND SERIES C		
	Bond Principal	595,000	640,000
	Bond Interest	665,530	620,765
	Transfer to Fund 570	<u>241,905</u>	<u>248,465</u>
	TOTAL	<u><u>1,502,435</u></u>	<u><u>1,509,230</u></u>

COMMUNITY DEVELOPMENT AGENCY

SOUTH MAIN

OBLIGATION

2003 TAX ALLOCATION BOND SERIES A - DEBT SERVICE FUND 552

In May 2003, the Agency issued \$20,945,000 in Tax Allocation Bonds to fund redevelopment activities in the South Main Project Area, including the expansion of the Auto Mall.

		<u>PROJECTED THRU 6/10</u>	<u>PROPOSED THRU 7/10-6/11</u>
REVENUES			
552	2003 TAX ALLOCATION BOND SERIES A Transfer from Fund 571	<u>1,275,685</u>	<u>1,277,300</u>
	TOTAL	<u><u>1,275,685</u></u>	<u><u>1,277,300</u></u>
 EXPENDITURES			
55218020	2003 TAX ALLOCATION BOND SERIES A		
	Trustee Fees	4,500	6,000
	Bond Principal	510,000	525,000
	Bond Interest	<u>761,185</u>	<u>746,300</u>
	TOTAL	<u><u>1,275,685</u></u>	<u><u>1,277,300</u></u>

COMMUNITY DEVELOPMENT AGENCY

SOUTH MAIN

OBLIGATION

2003 TAX ALLOCATION REFUNDING BOND SERIES B - DEBT SERVICE FUND 558

In May 1986, the Agency issued \$23,375,000 in Tax Allocation Refunding Bonds to refinance the 1984 \$19,000,000 issue in the South Main Project Area. The original issue was structured to make payments on a note that the Santa Fe Land Company carried when the Agency purchased the Auto Mall site. In 1985, the Agency issued \$13,000,000 in Tax Allocation Bonds to finance public improvements. The structure of the issue required the remarketing of these bonds in 1990. In order to take advantage of attractive market conditions, and to secure a lower interest rate for the life of the issue, the Agency issued \$14,735,000 in refunding bonds in November, 1989. In 1993, the Agency issued \$44,650,000 in refunding bonds to deacease both of the above issues and fund \$4,495,000 in new capital projects benefiting the South Main project area. In May 2003, the Agency issued \$34,145,000 in refunding bonds to deacease the 1993 Tax Allocation Refunding Bond Series D.

		<u>PROJECTED THRU 6/10</u>	<u>PROPOSED THRU 7/10-6/11</u>
REVENUES			
558	2003 TAX ALLOCATION REFUNDING BOND SERIES B Transfer from Fund 571	<u>2,888,665</u>	<u>2,899,400</u>
	TOTAL	<u><u>2,888,665</u></u>	<u><u>2,899,400</u></u>
 EXPENDITURES			
55818020	2003 TAX ALLOCATION REFUNDING BOND SERIES B		
	Trustee Fees	1,500	5,200
	Bond Principal	1,730,000	1,810,000
	Bond Interest	<u>1,157,165</u>	<u>1,084,200</u>
	TOTAL	<u><u>2,888,665</u></u>	<u><u>2,899,400</u></u>

COMMUNITY DEVELOPMENT AGENCY

SOUTH MAIN

OBLIGATION

PROJECT: COMMERCIAL OFF-STREET PARKING 55318850

In the litigation settlement regarding the implementation of the four project areas in 1982, twenty percent of the tax increment generated by the South Main Project Area was dedicated to the improvement and support of the commercial areas within the corridor along Main Street between First and Warner and the south side of First Street between Parton and Standard. This program provides funds for the leases of public parking surface lots along South Main Street.

	<u>PROJECTED THRU 6/10</u>	<u>PROPOSED THRU 7/10-6/11</u>
REVENUES		
PROJECT: COMMERCIAL OFF-STREET PARKING		
Tax Increment	<u>40,000</u>	<u>40,000</u>
TOTAL	<u><u>40,000</u></u>	<u><u>40,000</u></u>
 EXPENDITURES		
PROJECT: COMMERCIAL OFF-STREET PARKING		
Other Contractual Services	<u>40,000</u>	<u>40,000</u>
TOTAL	<u><u>40,000</u></u>	<u><u>40,000</u></u>

COMMUNITY DEVELOPMENT AGENCY

MERGED

OBLIGATION

PROJECT: DOUBLETREE HOTEL OPA PAYMENTS 57118021

In December 2000, the City of Santa Ana Community Redevelopment Agency entered into an Owner Participation Agreement with the Imperial Hotel Group to assist in the development of the proposed Doubletree Hotel by contributing property tax increment received in the South Main Project Area. The contribution will be based on a portion of the transient occupancy tax generated by the hotel. The Agency will pay this amount towards the hotel project over a 14-year term not to exceed \$8,127,437.

	<u>PROJECTED THRU 6/10</u>	<u>PROPOSED THRU 7/10-6/11</u>
REVENUES		
PROJECT: DOUBLETREE HOTEL OPA PAYMENTS		
Tax Increment	1,281,360	500,000
TOTAL	1,281,360	500,000
 EXPENDITURES		
PROJECT: DOUBLETREE HOTEL OPA PAYMENTS		
Other Contractual Services	1,281,360	500,000
TOTAL	1,281,360	500,000

COMMUNITY DEVELOPMENT AGENCY

MERGED

OBLIGATION

PROJECT: SYCAMORE GARAGE 57018850

This is the development of a 500+ space parking structure north of the YMCA building along Sycamore Street. The site included a parcel of Agency-owned land which was exchanged for 150 parking spaces within the garage to be used at the Agency's discretion. Currently, the 150 parking spaces are being utilized for employee parking. The Agency pays \$180,000 annually pursuant to a Disposition and Development agreement dated December 16, 2002.

	<u>PROJECTED THRU 6/10</u>	<u>PROPOSED THRU 7/10-6/11</u>
REVENUES		
PROJECT: SYCAMORE GARAGE		
Tax Increment	180,000	180,000
TOTAL	180,000	180,000
 EXPENDITURES		
PROJECT: SYCAMORE GARAGE		
Lease Payments	180,000	180,000
TOTAL	180,000	180,000

COMMUNITY DEVELOPMENT AGENCY

MERGED	OBLIGATION
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PROJECT: HOWE-WAFFLE HOUSE 57018850

Monthly payments of note to the County of Orange regarding the purchase of a historic real property located at 120 West Civic Center Drive.

	<u>PROJECTED THRU 6/10</u>	<u>PROPOSED THRU 7/10-6/11</u>
REVENUES		
PROJECT: HOWE-WAFFLE HOUSE		
Tax Increment	<u>10,700</u>	<u>10,700</u>
TOTAL	<u><u>10,700</u></u>	<u><u>10,700</u></u>
 EXPENDITURES		
PROJECT: HOWE-WAFFLE HOUSE		
Lease Payments	<u>10,700</u>	<u>10,700</u>
TOTAL	<u><u>10,700</u></u>	<u><u>10,700</u></u>

COMMUNITY DEVELOPMENT AGENCY

MERGED - TAX INCREMENT

OBLIGATION

PROJECT: JMB/SANTA ANA VENTURE (MAINPLACE) 57118020

The agreement between the Santa Ana Venture and the City requires the Agency to dedicate the tax increment generated by the MainPlace project in excess of the debt service payment for Series E to the repayment of the Santa Ana Venture loan. Additionally, the funds released from the Series E bonds must also be used to repay the current loan balance.

	<u>PROJECTED THRU 6/10</u>	<u>PROPOSED THRU 7/10-6/11</u>
REVENUES		
PROJECT: JMB/SANTA ANA VENTURE		
Tax Increment	<u>950,000</u>	<u>900,000</u>
TOTAL	<u><u>950,000</u></u>	<u><u>900,000</u></u>
 EXPENDITURES		
PROJECT: JMB/SANTA ANA VENTURE		
Interest-Santa Ana Venture	<u>950,000</u>	<u>900,000</u>
TOTAL	<u><u>950,000</u></u>	<u><u>900,000</u></u>

COMMUNITY DEVELOPMENT AGENCY

FINANCING AUTHORITY

OBLIGATION

1998 REFUNDING REVENUE BONDS SERIES A - DEBT SERVICE FUND 40219020

Issued in June 1998 in the amount of \$65,330,000 in order to provide debt service savings to the Agency. The proceeds of the bonds were used to purchase on September 1, 1999 the Agency's 1989 Tax Allocation Bonds, Series C and B (partial).

		<u>PROJECTED THRU 6/10</u>	<u>PROPOSED THRU 7/10-6/11</u>
REVENUES			
402	REFUNDING REVENUE BOND SERIES A Bond Repayment	<u>6,029,595</u>	<u>5,960,295</u>
	TOTAL	<u><u>6,029,595</u></u>	<u><u>5,960,295</u></u>
 EXPENDITURES			
40219020	REFUNDING REVENUE BOND SERIES A		
	Trustee Fees	9,540	6,000
	Bond Principal	3,040,000	3,200,000
	Bond Interest	2,114,950	1,947,255
	Transfer to Fund 517	623,200	558,575
	Transfer to Fund 547	<u>241,905</u>	<u>248,465</u>
	TOTAL	<u><u>6,029,595</u></u>	<u><u>5,960,295</u></u>

COMMUNITY DEVELOPMENT AGENCY

FINANCING AUTHORITY

OBLIGATION

1998 REFUNDING REVENUE BONDS SERIES B - DEBT SERVICE FUND 40219021

Issued in July 1999, in the amount of \$11,485,000 in order to provide debt service savings to the Agency. The proceeds of the bonds were used to purchase on September 1, 1999, the Agency's 1989 Tax Allocation Bonds, Series B (partial).

		<u>PROJECTED THRU 6/10</u>	<u>PROPOSED THRU 7/10-6/11</u>
REVENUES			
402	REFUNDING REVENUE BONDS SERIES B Bond Repayment	<u>1,087,920</u>	<u>1,069,885</u>
	TOTAL	<u><u>1,087,920</u></u>	<u><u>1,069,885</u></u>
 EXPENDITURES			
40219021	REFUNDING REVENUE BONDS SERIES B		
	Trustee Fees	9,540	6,100
	Bond Principal	540,000	570,000
	Bond Interest	382,580	354,140
	Transfer to Fund 517	<u>155,800</u>	<u>139,645</u>
	TOTAL	<u><u>1,087,920</u></u>	<u><u>1,069,885</u></u>

COMMUNITY DEVELOPMENT AGENCY

FINANCING AUTHORITY

OBLIGATION

1998 REFUNDING REVENUE BONDS SERIES C - DEBT SERVICE FUND 40219022

Issued in June 1998 in the amount of \$8,100,000 in order to provide debt service savings to the Agency. The proceeds of the bonds were used to purchase on September 1, 1999 the Agency's 1989 Tax Allocation Bonds, Series A.

		<u>PROJECTED THRU 6/10</u>	<u>PROPOSED THRU 7/10-6/11</u>
REVENUES			
402	REFUNDING REVENUE BONDS SERIES C		
	Bond Repayment	<u>739,580</u>	<u>738,665</u>
	TOTAL	<u><u>739,580</u></u>	<u><u>738,665</u></u>
 EXPENDITURES			
40219022	REFUNDING REVENUE BONDS SERIES C		
	Trustee Fees	9,540	8,400
	Bond Principal	375,000	395,000
	Bond Interest	289,945	269,730
	Transfer to Fund 527	<u>65,095</u>	<u>65,535</u>
	TOTAL	<u><u>739,580</u></u>	<u><u>738,665</u></u>

COMMUNITY DEVELOPMENT AGENCY

FINANCING AUTHORITY

OBLIGATION

1998 REFUNDING REVENUE BONDS SERIES D - DEBT SERVICE FUND 40219023

Issued in September 1998, in the amount of \$19,105,000 in order to provide debt service savings to the Agency. The proceeds of the bonds were used to purchase on September 1, 1999 the Agency's 1989 Tax Allocation Bonds, Series E (Main Place Project).

		<u>PROJECTED THRU 6/10</u>	<u>PROPOSED THRU 7/10-6/11</u>
REVENUES			
402	REFUNDING REVENUE BONDS SERIES D Bond Repayment	<u>1,767,350</u>	<u>1,770,945</u>
	TOTAL	<u><u>1,767,350</u></u>	<u><u>1,770,945</u></u>
 EXPENDITURES			
40219023	REFUNDING REVENUE BONDS SERIES D		
	Trustee Fees	6,000	8,500
	Bond Principal	865,000	915,000
	Bond Interest	700,225	653,045
	Transfer to Fund 518	<u>196,125</u>	<u>194,400</u>
	TOTAL	<u><u>1,767,350</u></u>	<u><u>1,770,945</u></u>

SPECIAL REVENUE FUNDS

POLICE DEPARTMENT
OTS - Traffic Offenders Program

PROGRAM
020-405

Statement of Purpose

To account for and monitor "program" funds received for fines imposed on vehicle drivers who are driving without a license or a suspended or revoked license.

SERVICE PROGRAM

This program focuses on targeting suspended/revoked and unlicensed drivers. The program was originally funding police officers through a grant from the Office of Traffic Safety. Fines generated through the grant were set-aside to be used for the continuation of the program after the grant period.

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SPECIAL REVENUE FUNDS

POLICE DEPARTMENT					FUND	20
OTS - Traffic Offender Program					Activity	405
Object Code	LINE ITEM RESOURCES	ACTUAL FY 07-08	ACTUAL FY 08-09	PROJECTED FY 09-10	PROPOSED FY 10-11	
REVENUES:						
50001	Balance From Prior Year	0	0	365,000	290,000	
57490	Traffic Offender-Program Income	0	419,400	410,000	360,000	
58000	Earnings on Investments	0	0	0	3,800	
	Transfer From Fund 165	<u>403,160</u>	<u>0</u>	<u>0</u>	<u>0</u>	
	TOTAL REVENUES	403,160	419,400	410,000	653,800	
EXPENDITURES:						
61000	Salaries Regular	51,660	54,618	54,300	84,565	
61040	Salaries Overtime	88,479	239,594	225,000	233,000	
61100	Retirement-Employer Contrib.	2,577	3,155	4,560	11,935	
61120	Medicare Insurance	831	850	800	1,225	
61130	Health Insurance	5,485	5,910	6,830	15,585	
61170	Retiree Health Benefits	510	741	950	1,190	
61180	Worker Compensation Insurance	<u>550</u>	<u>617</u>	<u>700</u>	<u>880</u>	
	SUBTOTAL PERSONNEL	150,093	305,485	293,140	348,380	
62010	Communications	0	1,946	0	0	
62120	Training, Transportation, Meeting	250	7,216	15,750	15,750	
62300	Contract Svcs-Professional	<u>12,989</u>	<u>11,091</u>	<u>105,270</u>	<u>53,395</u>	
	SUBTOTAL CONTRACTUAL	13,239	20,253	121,020	69,145	
63001	Misc. Office Expenses	<u>40,718</u>	<u>57,953</u>	<u>50,000</u>	<u>60,000</u>	
	SUBTOTAL COMMODITIES	40,718	57,953	50,000	60,000	
65010	Rental City Equipment	28,888	29,400	34,585	46,045	
65400	Indirect Costs	<u>767</u>	<u>22,389</u>	<u>16,255</u>	<u>20,230</u>	
	SUBTOTAL FIXED CHARGES	28,888	51,789	50,840	66,275	
66400	Machinery & Equipment	64,859	77,623	250,000	100,000	
66510	Computer Software	<u>15,321</u>	<u>0</u>	<u>10,000</u>	<u>10,000</u>	
	SUBTOTAL CAPITAL	80,180	77,623	260,000	110,000	
	TOTAL EXPENDITURES	<u><u>313,118</u></u>	<u><u>513,103</u></u>	<u><u>775,000</u></u>	<u><u>653,800</u></u>	
Class Code	AUTHORIZED PERSONNEL	ADOPTED FY 09-10		PROPOSED FY 10-11		
		Full Time	Part Time	Full Time	Part Time	
7330	Senior Office Assistant	<u>1.00</u>		<u>1.50</u>		
	TOTAL	<u><u>1.00</u></u>		<u><u>1.50</u></u>		

SPECIAL REVENUE FUNDS

POLICE DEPARTMENT Inmate Welfare Fund	PROGRAM 023-475
Statement of Purpose <i>To account for activity in the Inmate Welfare Fund.</i>	
<p style="text-align: center;"><u>SERVICE PROGRAM</u></p> <p>Inmate Welfare Fund (Fund 23-14-475) This program is funded through donations, profits on the sale of commissary items and commissions for personal items purchased or services used by the inmates of the Santa Ana Jail. This service is authorized by the State of California Penal Code Section 4025.</p>	

SPECIAL REVENUE FUNDS

POLICE DEPARTMENT		FUND 23			
Inmate Welfare Fund		Activity 475			
Object Code	LINE ITEM RESOURCES	ACTUAL FY 07-08	ACTUAL FY 08-09	PROJECTED FY 09-10	PROPOSED FY 10-11
REVENUES					
50001	Balance from Prior Year	0	0	0	230,000
57403	Inmate Recovery	426,470	494,794	400,000	400,000
57010	Miscellaneous Recoveries	14,385	0	0	0
58000	Earnings on Investment	<u>11,281</u>	<u>6,054</u>	<u>10,000</u>	<u>10,000</u>
	TOTAL REVENUES	452,136	500,848	410,000	640,000
61000	Salaries Regular	79,357	110,162	118,975	147,670
61030	Salaries Part-Time	7,183	25,122	32,230	33,815
61040	Salaries Overtime	7,759	5,002	3,000	3,000
61100	Retirement-Employer Contrib.	3,983	6,280	11,205	11,250
61120	Medicare Insurance	1,250	1,870	2,190	2,215
61130	Health Insurance	10,922	16,268	18,820	20,045
61170	Retiree Health Benefits	95	928	1,005	1,000
61180	Worker Compensation Insurance	<u>2,680</u>	<u>3,666</u>	<u>4,475</u>	<u>4,305</u>
	SUBTOTAL PERSONNEL	113,229	169,297	191,900	223,300
62300	Contract Svcs-Professional	<u>76,212</u>	<u>86,001</u>	<u>241,960</u>	<u>211,270</u>
	SUBTOTAL CONTRACTUAL	76,212	86,001	241,960	211,270
63001	Misc. Office Expenses	<u>144,490</u>	<u>130,910</u>	<u>150,000</u>	<u>150,000</u>
	SUBTOTAL COMMODITIES	144,490	130,910	150,000	150,000
65400	Indirect Costs	<u>7,890</u>	<u>10,607</u>	<u>13,140</u>	<u>11,750</u>
	SUBTOTAL FIXED CHARGES	7,890	10,607	13,140	11,750
66400	Machinery & Equipment	<u>32,956</u>	<u>56,958</u>	<u>50,000</u>	<u>43,680</u>
	SUBTOTAL CAPITAL	32,956	56,958	50,000	43,680
	TOTAL	<u><u>374,777</u></u>	<u><u>453,773</u></u>	<u><u>647,000</u></u>	<u><u>640,000</u></u>
Class Code	AUTHORIZED PERSONNEL	ADOPTED FY 09-10		PROPOSED FY 10-11	
		Full Time	Part Time	Full Time	Part Time
7629	Correctional Supervisor	1.00		1.10	
7330	Senior Office Assistant	0.00		0.50	
151	Principal Management Analyst	<u>0.10</u>		<u>0.10</u>	
	TOTAL	<u><u>1.10</u></u>		<u><u>1.70</u></u>	

GENERAL FUDN SPECIAL REVENUE

POLICE DEPARTMENT
Police Special Revenue Fund

PROGRAM
24 - Various

Statement of Purpose

To account for special revenue sources received by the police department.

SERVICE PROGRAM

Police Special Revenue Fund - General (Fund 24-400)

K-9 Program (Fund 24-432)

This program was originally funded through the "LaVerne M. Wheeler 1990 Revocable Trust" and is for the purpose of providing funds for the "acquisition, training and maintenance of Canines...." of the Santa Ana Police Department.

The Wheeler Fund has been exahusted but nevertheless donations are likely to continue on a yearly basis from Mildred Proctor's Trust and from other donors.

GENERAL FUND SPECIAL REVENUE

POLICE DEPARTMENT		FUND 24			
Police Special Revenues - General		Activity VARIOUS			
Object Code	LINE ITEM RESOURCES	ACTUAL FY 07-08	ACTUAL FY 08-09	PROJECTED FY 09-10	PROPOSED FY 10-11
REVENUES					
50001	Balance From Prior Year	0	0	0	2,560
51403	Tabacco Permits	635	0	0	0
57481	Police Athletic/Activities League	10,000	0	0	0
57081	Gifts & Donations	150	150	0	0
57400	Expense Reimbursement	0	0	0	271,225
57081	Donations - Animal Outreach	2,636	1,000	0	2,500
58000	Earnings on Investment	760	315	0	0
	TOTAL REVENUE	<u>13,546</u>	<u>1,465</u>	<u>0</u>	<u>276,285</u>
EXPENDITURES					
24-400	Police Special Revenue - General	5,566	3,355	0	271,225
24-405	Police Athletic/Activities League	478	260,144	0	0
24-432	K-9 Program	5,296	0	0	5,060
	TOTAL EXPENDITURES	<u>11,340</u>	<u>263,499</u>	<u>0</u>	<u>276,285</u>

POLICE DEPARTMENT		FUND 24			
Police Special Revenues - General		Activity 400			
Object Code	LINE ITEM RESOURCES	ACTUAL FY 07-08	ACTUAL FY 08-09	PROJECTED FY 09-10	PROPOSED FY 10-11
61040	Salaries Overtime	<u>0</u>	<u>0</u>	<u>0</u>	<u>271,225</u>
	SUBTOTAL PERSONNEL	0	0	0	271,225
62010	Communications	46	0	0	0
62320	M & R Bldgs & Grounds	0	0	0	0
62300	Contract Svcs-Professional	<u>5,209</u>	<u>2,319</u>	<u>0</u>	<u>0</u>
	SUBTOTAL CONTRACTUAL	5,255	2,319	0	0
63001	Misc Office Expenses	<u>312</u>	<u>1,036</u>	<u>0</u>	<u>0</u>
	SUBTOTAL COMMODITIES	5,358	1,036	0	0
	TOTAL	<u><u>8,089</u></u>	<u><u>3,355</u></u>	<u><u>0</u></u>	<u><u>271,225</u></u>

POLICE DEPARTMENT		FUND 24			
K-9 Program		Activity 432			
Object Code	LINE ITEM RESOURCES	ACTUAL FY 07-08	ACTUAL FY 08-09	PROJECTED FY 09-10	PROPOSED FY 10-11
62010	Communications	0	0	0	0
62120	Training, Transportation, Meeting	0	0	0	0
62300	Contract Svcs-Professional	<u>0</u>	<u>0</u>	<u>0</u>	<u>2,500</u>
	SUBTOTAL CONTRACTUAL	0	0	0	2,500
63001	Other Material & Supplies	<u>0</u>	<u>0</u>	<u>0</u>	<u>2,560</u>
	SUBTOTAL COMMODITIES	0	0	0	2,560
66400	Machinery & Equipment	<u>5,296</u>	<u>0</u>	<u>0</u>	<u>0</u>
	SUBTOTAL CAPITAL	5,296	0	0	0
	TOTAL	<u><u>5,296</u></u>	<u><u>0</u></u>	<u><u>0</u></u>	<u><u>5,060</u></u>

GENERAL FUND SPECIAL REVENUE

POLICE DEPARTMENT
Police Athletic/Activities League (PAAL)

PROGRAM
024-405

Statement of Purpose

To prevent juvenile crime and violence by providing civic, athletic, recreational and educational opportunities to juveniles and to increase the level of trust and understanding between police officers and young people through communication, mentoring, and role modeling.

SERVICE PROGRAM

Police Services

- * To identify and obtain additional funding sources to contribute to the Santa Ana Police Department's PAAL Program through the establishment of a 501c(3)(a) nonprofit organization
- * Develop a long-term working partnership with the Santa Ana Police Officers Association, The California Police Activities League and The National Police Athletics/Activities Leagues Inc.
- * Enhance community awareness on the importance of young people developing positive attitudes towards law enforcement through civic, athletic, educational, and recreational activities
- * Expose youth to the supervision and positive influences of Santa Ana Police Department members and to expand the public's awareness regarding the police officer's role in the community
- * To use athletic, educational, and recreational activities to teach young people respect, maturity and good citizenship

GENERAL FUND SPECIAL REVENUE

POLICE DEPARTMENT						FUND	24
Police Athletic/Activities League						Activity	405
Object Code	LINE ITEM RESOURCES	ACTUAL FY 07-08	ACTUAL FY 08-09	PROJECTED FY 09-10	PROPOSED FY 10-11		
61000	Salaries Regular	0	161,408	0	0		
61100	Retirement-Employer Contrib.	0	28,191	0	0		
61120	Medicare Insurance	0	668	0	0		
61130	Health Insurance	0	24,457	0	0		
61170	Retiree Health Benefits	0	1,229	0	0		
61180	Worker Compensation Insurance	0	10,567	0	0		
	SUBTOTAL PERSONNEL	0	226,521	0	0		
62100	Utilities	0	20,044	0	0		
62120	Training, Transportation, Meeting	0	0	0	0		
62140	Membership, Subscription, Dues	0	0	0	0		
62300	Contract Svcs-Professional	0	10,116	0	0		
	SUBTOTAL CONTRACTUAL	0	30,160	0	0		
63001	Misc Office Expenses	478	3,463	0	0		
	SUBTOTAL COMMODITIES	478	3,463	0	0		
65400	Indirect Costs	0	0	0	0		
	SUBTOTAL FIXED CHARGES	0	0	0	0		
	TOTAL	<u>478</u>	<u>260,144</u>	<u>0</u>	<u>0</u>		

Class Code	AUTHORIZED PERSONNEL	ADOPTED FY 09-10		PROPOSED FY 10-11	
		Full Time	Part Time	Full Time	Part Time
3200	Police Officer	1.00		0.00	
5330	Police Athletic/Activities League Assistant Director	<u>1.00</u>		<u>0.00</u>	
	TOTAL	<u>2.00</u>		<u>0.00</u>	

SPECIAL REVENUE FUNDS

Traffic Safety Fund	PROGRAM	Fund 25
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PURPOSE: Receipts collected by the courts as traffic fines are deposited into this fund. The money is transferred as needed to the General Fund to be applied toward those purposes permitted by law.

	<u>ACTUAL FY 07-08</u>	<u>ACTUAL FY 08-09</u>	<u>PROJECTED FY 09-10</u>	<u>PROPOSED FY 10-11*</u>
REVENUES				
25 TRAFFIC SAFETY FUND				
Court Fines Traffic	1,362,923	1,155,140	1,960,000	0
TOTAL TRAFFIC SAFETY FUND	<u>1,362,923</u>	<u>1,155,140</u>	<u>1,960,000</u>	<u>0</u>
	<u>ACTUAL FY 07-08</u>	<u>ACTUAL FY 08-09</u>	<u>PROJECTED FY 09-10</u>	<u>PROPOSED FY 10-11*</u>
EXPENDITURES				
25 INTERFUND TRANSFER				
Transfer to Fund 11	1,362,923	1,006,555	1,960,000	0
TOTAL INTERFUND TRANSFER	<u>1,362,923</u>	<u>1,006,555</u>	<u>1,960,000</u>	<u>0</u>

*As of FY 10-11, projected revenues are now reflected in the General Fund (Account: 01114002 55401).

**SPECIAL REVENUE FUNDS
RESOURCE SUMMARY**

POLICE DEPARTMENT		FUND 26			
Criminal Activity - All Activities		Activity Various			
Object Code	LINE ITEM RESOURCES	ACTUAL FY 07-08	ACTUAL FY 08-09	PROJECTED FY 09-10	PROPOSED FY 10-11
REVENUES					
50001	Balance from Prior Year	0	246,471	255,000	2,000,000
57000	Expense Reimbursement	137,722	53,102	84,000	0
57409	Evidence Recoveries	21	0	0	0
57405	Evidence Recov/DOJ	710,545	974,733	0	0
57406	Evidence Recoveries/US Treasury	114,723	81,789	0	0
57407	Evidence Recoveries/ State	453,808	140,852	0	0
57408	Evidence Recoveries/ State - 15%	70,084	24,856	0	0
57010	Miscellaneous Recoveries	21,930	29,018	20,000	0
58000	Earnings on Investment	81,062	2,228	10,000	0
	TOTAL REVENUES	<u>1,589,895</u>	<u>1,553,049</u>	<u>369,000</u>	<u>2,000,000</u>
EXPENDITURES					
26-435	Criminal Activity - CA	580,239	231,936	0	556,930
26-445	Criminal Activity - General	(85,667)	137,232	114,000	72,855
26-450	Criminal Activity - DOJ	1,630,126	31,670	0	1,186,725
26-455	Criminal Activity - DOT	722,779	0	0	0
26-460	Criminal Activity - State 15%	2,680	927	255,000	183,490
	TOTAL EXPENDITURES	<u>2,850,158</u>	<u>401,765</u>	<u>369,000</u>	<u>2,000,000</u>
Class Code	AUTHORIZED PERSONNEL	ADOPTED FY 09-10		APPROVED FY 10-11	
		Full Time	Part Time	Full Time	Part Time
3350	Police Lieutenant	1.00		1.00	
3400	Police Sergeant	2.00		2.00	
3200	Police Officer - PAAL Program	0.00		1.00	
5330	PAAL Assistant Director	0.00		1.00	
	TOTAL	<u>3.00</u>		<u>5.00</u>	

SPECIAL REVENUE FUNDS

POLICE DEPARTMENT Criminal Activities - All Activities	PROGRAM 26 - Various
Statement of Purpose	
<p><i>To enhance the investigation, detection and prosecution of drug-related criminal activities.</i></p> <p>These programs are funded by criminal assets which are seized under existing municipal, state and federal laws.</p>	
<u>SERVICE PROGRAM</u>	
CRIMINAL ACTIVITIES - STATE (Fund 26-435) This program is funded through asset seizures processed through the State of California and state laws.	
CRIMINAL ACTIVITIES - GENERAL (Fund 26-445) This program is funded through "pass-thru" asset seizures processed through active participation with other law enforcement agencies.	
CRIMINAL ACTIVITIES - DEPT. OF JUSTICE (Fund 26-450) This program is funded through "pass-thru" asset seizures processed through U.S. Dept. of Justice agencies which the SAPD participated on.	
CRIMINAL ACTIVITIES - DEPT. OF TREASURY (Fund 26-455) This program is funded through "pass-thru" asset seizures processed through U.S. Dept. of Treasury agencies which the SAPD participated on.	
CRIMINAL ACTIVITIES - STATE 15% SET-ASIDE (Fund 26-460) This program is funded through asset seizures processed through the State of California and state laws. The State of California requires a 15% set-aside from all state seizures proceeds to be used for drug awareness education and training in the local community.	

SPECIAL REVENUE FUNDS

POLICE DEPARTMENT					FUND	26
Criminal Activity - CA					Activity	435
Object Code	LINE ITEM RESOURCES	ACTUAL FY 07-08	ACTUAL FY 08-09	PROJECTED FY 09-10	PROPOSED FY 10-11	
61000	Salaries & Wages-Regular	372,967	81,791	0	368,015	
61020	Part-Time Salaries	0	0	0	0	
61040	Salaries Overtime	13,318	101,766	0	0	
61100	Retirement-Employer Contribution	75,979	17,211	0	100,240	
61120	Medicare Insurance	5,203	855	0	5,815	
61130	Health Insurance	40,451	8,833	0	46,965	
61170	Retiree Health Benefits	1,600	18	0	3,005	
61180	Worker Compensation Insurance	34,521	7,494	0	32,890	
	SUBTOTAL PERSONNEL	544,041	217,968	0	556,930	
63001	Miscellaneous Office Expense	0	0	0	0	
	SUBTOTAL COMMODITIES	0	0	0	0	
65050	Information System Strategic Plan	0	0	0	0	
65400	Indirect Costs	36,199	13,969	0	0	
	SUBTOTAL FIXED CHARGES	36,199	13,969	0	0	
	TOTAL	<u>580,239</u>	<u>231,936</u>	<u>0</u>	<u>556,930</u>	
Class Code	AUTHORIZED PERSONNEL	ADOPTED FY 09-10		APPROVED FY 10-11		
		Full Time	Part Time	Full Time	Part Time	
3350	Police Lieutenant	1.00		1.00		
3400	Police Sergeant	2.00		2.00		
	TOTAL	<u>3.00</u>		<u>3.00</u>		

SPECIAL REVENUE FUNDS

POLICE DEPARTMENT		FUND 26			
Criminal Activity - General		Activity 445			
Object Code	LINE ITEM RESOURCES	ACTUAL FY 07-08	ACTUAL FY 08-09	PROJECTED FY 09-10	PROPOSED FY 10-11
61000	Salaries & Wages-Regular	0	0	0	0
61040	Salaries & Wages-Overtime	(196,785)	38,573	41,145	0
61100	Retirement Plan	0	0	0	0
61120	Medicare Insurance	0	0	0	0
61130	Employees Insurance	0	0	0	0
61180	Compensation Insurance	0	0	0	0
69129	Special Enforcement	0	0	0	0
	SUBTOTAL PERSONNEL	(196,785)	38,573	41,145	0
62300	Other Contractual Services	17,938	17,824	0	0
	SUBTOTAL CONTRACTUAL	17,938	17,824	0	0
63001	Other Material & Supplies	11,739	0	0	0
	SUBTOTAL COMMODITIES	11,739	0	0	0
65010	Equipment Rental, City	17,574	17,910	12,865	12,865
65050	Information System Strategic Plan	59,990	59,990	59,990	59,990
65400	Indirect Costs	3,877	2,935	0	0
	SUBTOTAL FIXED CHARGES	81,441	80,835	72,855	72,855
66400	Machinery & Equipment	0	0	0	0
	SUBTOTAL CAPITAL	0	0	0	0
	TOTAL	<u>(85,667)</u>	<u>137,232</u>	<u>114,000</u>	<u>72,855</u>

SPECIAL REVENUE FUNDS

POLICE DEPARTMENT Criminal Activity - DOJ				FUND 26 Activity 450	
Object Code	LINE ITEM RESOURCES	ACTUAL FY 07-08	ACTUAL FY 08-09	PROJECTED FY 09-10	PROPOSED FY 10-11
61000	Salaries Regular	0	0	0	112,460
61040	Salaries Overtime	1,545,087	0	0	950,230
61100	Retirement-Employer Contribution	0	0	0	28,105
61120	Medicare Insurance	0	0	0	1,630
61130	Health Insurance	0	0	0	9,235
61170	Retiree Health Benefits	0	0	0	845
61180	Workers Compensation Benefits	0	0	0	9,220
	SUBTOTAL PERSONNEL	<u>1,545,087</u>	0	0	1,111,725
63001	Miscellaneous Office Expense	438	10,863	0	0
	SUBTOTAL COMMODITIES	438	10,863	0	0
65400	Indirect Costs	175	0	0	75,000
	SUBTOTAL FIXED CHARGES	175	0	0	75,000
66400	Machinery & Equipment	84,426	20,807	0	0
	SUBTOTAL CAPITAL	84,426	20,807	0	0
	TOTAL	<u>1,630,126</u>	<u>31,670</u>	0	<u>1,186,725</u>

POLICE DEPARTMENT Criminal Activity - DOT				FUND 26 Activity 455	
Object Code	LINE ITEM RESOURCES	ACTUAL FY 07-08	ACTUAL FY 08-09	PROJECTED FY 09-10	PROPOSED FY 10-11
61040	Salaries & Wages-Overtime	<u>722,779</u>	0	0	0
	SUBTOTAL PERSONNEL	722,779	0	0	0
63001	Other Materials & Supplies	0	0	0	0
	SUBTOTAL COMMODITIES	0	0	0	0
66400	Machinery & Equipment	0	0	0	0
	SUBTOTAL CAPITAL	0	0	0	0
	TOTAL	<u>722,779</u>	<u>0</u>	<u>0</u>	<u>0</u>

SPECIAL REVENUE FUNDS

POLICE DEPARTMENT					FUND	26
Criminal Activity - CA 15% Set-aside					Activity	460
Object Code	LINE ITEM RESOURCES	ACTUAL FY 07-08	ACTUAL FY 08-09	PROJECTED FY 09-10	PROPOSED FY 10-11	
61000	Salaries Regular	0	0	0	73,335	
61030	Salaries Part-Time	0	0	55,545	55,545	
61100	Retirement - Employer Contrib.	0	0	2,085	7,515	
61120	Medicare Insurance	0	0	805	1,870	
61130	Health Insurance	0	0	0	15,600	
61170	Retiree Health Benefits	0	0	0	550	
61180	Worker Compensation Insurance	<u>0</u>	<u>0</u>	<u>1,645</u>	<u>2,410</u>	
	SUBTOTAL PERSONNEL	0	0	60,080	83,490	
63001	Miscellaneous Office Expense	<u>2,680</u>	<u>927</u>	<u>194,920</u>	<u>100,000</u>	
	SUBTOTAL COMMODITIES	2,680	927	194,920	100,000	
	TOTAL	<u><u>2,680</u></u>	<u><u>927</u></u>	<u><u>255,000</u></u>	<u><u>183,490</u></u>	

**SPECIAL REVENUE FUND
DEPARTMENT RESOURCE SUMMARY**

PUBLIC WORKS AGENCY

ACTIVITIES	ACTUAL FY 07-08	ACTUAL FY 08-09	PROJECTED FY 09-10	PROPOSED FY 10-11	
REVENUES:					
50001 Prior Year Carry Forward	5,779,300	2,724,837	0	14,165,563	
52300 Gas Tax Apportionment (2105)	1,408,388	2,431,813	1,975,885	1,813,900	
52301 Gas Tax Apportionment (2106)	860,963	1,512,822	1,222,230	1,132,400	
52302 Gas Tax Apportionment (2107)	1,876,859	3,250,282	2,613,210	2,453,045	
58000 Earnings on Investment	432,458	249,268	160,000	35,000	
58004 Interest Earnings Bond Proceeds	1,507,884	1,079,235	0	200,000	
58003 Investment Income - Trustee	53,168	(8,249)	0	0	
59300 Gas Tax Bond Proceeds	68,121,443	0	0	0	
TOTAL	80,040,462	11,240,008	5,971,325	19,799,908	
EXPENDITURES:					
02917019 Gas Tax Fund Interfund Transfer	8,085,268	15,735,962	31,000,000	13,519,563	
02917020 2007 COP Bond Payment	1,584,207	3,088,241	3,082,785	4,200,280	
02917620 Traffic Signal Maintenance	0	744,162	1,024,315	468,260	
02917660 Roadway Maintenance	0	1,371,621	1,713,530	732,780	
02917635 Median Landscaping	0	614,262	699,365	879,025	
TOTAL	9,669,475	21,554,248	37,519,995	19,799,908	
OPERATING EXPENSE	ACTUAL FY 07-08	ACTUAL FY 08-09	PROJECTED FY 09-10	PROPOSED FY 10-11	
62000 Contractual	0	2,667,930	3,364,635	1,866,470	
63000 Operating Materials & Supplies	0	0	5,000	5,000	
65000 Cross Charges	0	67,575	67,575	223,595	
67000 Debt Service	1,584,207	3,082,781	3,082,785	4,185,280	
68000 Transfers Out	8,085,268	15,735,962	31,000,000	13,519,563	
TOTAL	9,669,475	21,554,248	37,519,995	19,799,908	
Class Code	AUTHORIZED PERSONNEL	ADOPTED FY 09-10		PROPOSED FY 10-11	
		Full Time	Part Time	Full Time	Part Time
4240 Equipment Operator-Street		0.00		0.00	
4060 Maintenance Worker II		0.00		0.00	
4040 Public Works Crew Leader		0.00		0.00	
TOTAL		0.00		0.00	

SPECIAL REVENUE FUNDS

Special Gas Tax Fund	PROGRAM	Fund 02917019
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PURPOSE: California Streets & Highway Code Section 2105 provides apportionments to cities and counties of a portion of the revenues derived from a per gallon tax on motor vehicle fuels in accordance with prescribed formulas. A city's or county's entitlement to the apportioned funds is conditional upon its expenditures from its general fund for street and highway purposes for an amount not less than the annual average of its expenditures during the 1987-88, 1988-89, and 1989-90 fiscal years.

California Streets & Highways Code Section 2106 (a) provides that each city in the state shall receive a fixed monthly apportionment of \$400 (\$4,800 per year). In addition to this fixed amount, under Section 2106 (c.) after counties receive their portion of the overall base sum, the balance will be apportioned on a monthly basis to cities for use during the 2002-2003 fiscal year.

California Streets & Highways Code Section 2107 provides for the monthly apportionment of a sum equal to \$0.00725 per gallon of motor vehicle license tax among cities, based on population. In addition, SB215 (Chapter 541, Statutes of 1981) provided for a one-time appropriation of \$59 million to be allocated to cities in fiscal year 1982-83. Beginning in fiscal year 1983-84, cities now receive \$0.01 of the \$0.02 increase in gas taxes pursuant to SB 215.

	<u>ACTUAL FY 07-08</u>	<u>ACTUAL FY 08-09</u>	<u>PROJECTED FY 09-10</u>	<u>PROPOSED FY 10-11</u>
EXPENDITURES				
02917019 INTERFUND TRANSFER				
68000-11 Transfer to Fund 011	3,550,415	0	0	0
68000-58 Transfer to Fund 058	1,358,811	15,735,962	30,000,000	10,000,000
68000-59 Transfer to Fund 059	3,176,042	0	1,000,000	3,519,563
TOTAL INTERFUND TRANSFERS	<u>8,085,268</u>	<u>15,735,962</u>	<u>31,000,000</u>	<u>13,519,563</u>

SPECIAL REVENUE FUND

PUBLIC WORKS AGENCY Gas Tax Residential Street Improvement Debt Service		FUND 029 Department 17 Activity 020			
Object Code	LINE ITEM RESOURCES	ACTUAL FY 07-08	ACTUAL FY 08-09	PROJECTED FY 09-10	PROPOSED FY 10-11
62401	Trustee Fee	0	5,460	0	15,000
	SUBTOTAL CONTRACTUAL	----- 0	----- 5,460	----- 0	----- 15,000
67300	Bond Principal	0	0	0	0
67310	Bond Interest	1,584,207	3,082,781	3,082,785	4,185,280
	SUBTOTAL DEBT SERVICE	----- 1,584,207	----- 3,082,781	----- 3,082,785	----- 4,185,280
	TOTAL	----- 1,584,207	----- 3,088,241	----- 3,082,785	----- 4,200,280

SPECIAL REVENUE FUND

PUBLIC WORKS AGENCY		ACCOUNTING UNIT		
Traffic Signal Maintenance		02917620		
Statement of Purpose				
<i>To facilitate the operation and maintenance of the Advanced Traffic Management System (ATMS) including the citywide traffic signal and communication networks, the Santa Ana Traffic Management Center and the Integrated Traveler Information Sharing System.</i>				
Accomplishments in FY 08-09 & 09-10				
<p><u>FY 08-09</u></p> <ul style="list-style-type: none"> * Maintained and operated City's ATMS that includes: 2 traffic management centers (City Hall and Ross Annex), 287 traffic signals, 5 fixed-time flashing beacons, 7 activated flashing crosswalk and flashing beacons, 54 closed-circuit television cameras, Integrated Traveler Information System. * Maintained twisted pair and fiber optic communication networks. * Maintained traffic signal coordination on all major and secondary arterials. * Replaced/upgraded numerous defective traffic signal loops, pedestrian heads, pedestrian push buttons, street name signs and other signal-related equipment. <p><u>FY 09-10</u></p> <ul style="list-style-type: none"> * Maintained and operated City's ATMS that includes: 2 traffic management centers (City Hall and Ross Annex), 287 traffic signals, 5 fixed-time flashing beacons, 7 activated flashing crosswalk and flashing beacons, 55 closed-circuit television cameras, Integrated Traveler Information System. * Maintained twisted pair and fiber optic communication networks. * Maintained traffic signal coordination on all major and secondary arterials. * Replaced/upgraded numerous defective traffic signal loops, pedestrian heads, pedestrian push buttons, street name signs and other signal-related equipment. 				
Action Plan for FY 2010-11				
<ul style="list-style-type: none"> * Continue to maintain and operate the City's ATMS. * Continue to maintain the City's twisted pair and fiber optic communication networks. * Continue to maintain traffic signal coordination on major and secondary arterials. * Continue to replace and upgrade traffic signal equipment to meet current standards. 				
PERFORMANCE MEASURES	Actual	Actual	Estimated	Objective
	FY 07-08	FY 08-09	FY 09-10	FY 10-11
Service Level				
# of traffic signals operated and maintained	282	284	284	290
# of traffic signals in city maintained by others	32	32	32	32
# of CCTV cameras operated and maintained	47	51	58	65
# of emergency vehicle preemptions maintained	129	129	129	135
# of changeable message signs maintained	10	10	10	10
# of activated flashing crosswalks/beacon maintained	7	7	7	7
# of street name signs replaced	10	20	20	20
# of fixed time flashing beacons maintained	5	5	5	5
# of interactive kiosks maintained	3	3	3	0
Efficiency				
Average annual maintenance cost in dollars per traffic signal (including energy cost)	3,352	3,600	3,400	3,000

SPECIAL REVENUE FUND

PUBLIC WORKS AGENCY	FUND	029
Traffic Signal Maintenance	Department	17
	Program	620

Account Code	LINE ITEM RESOURCES	ACTUAL FY 07-08	ACTUAL FY 08-09	PROJECTED FY 09-10	PROPOSED FY 10-11
62000	Utilities	0	146,282	170,000	170,000
62010	Communications	0	0	0	13,500
62321	M & R Improvements	0	537,770	689,205	110,155
62300	Contract Services-Professional	0	0	105,000	68,000
	SUBTOTAL CONTRACTUAL	----- 0	----- 684,052	----- 964,205	----- 361,655
65010	Rental City Equipment	0	6,015	6,015	6,015
65100	Insurance Charges	0	47,855	47,855	6,240
65020	City Yard Rental	0	6,240	6,240	47,855
65240	Public Works Admin Charge	0	0	0	46,495
	SUBTOTAL CROSS CHARGES	----- 0	----- 60,110	----- 60,110	----- 106,605
	TOTAL	----- 0	----- 744,162	----- 1,024,315	----- 468,260
Prior to FY 08/09, this activity was budgeted in General Fund Program 01117620.					

SPECIAL REVENUE FUND

PUBLIC WORKS AGENCY
Median Landscaping

ACCOUNTING UNIT
02917635

Statement of Purpose

To provide the city of Santa Ana with quality landscape median maintenance.

This program includes the design review, maintenance, and improvement of landscaped medians to improve traffic flow and enhance the City's beautification efforts.

Accomplishments in FY 08-09 & 09-10

FY 08-09

- * Assumed maintenance responsibilities for medians and landscaped areas on First Street at Tustin Avenue and Lyon to Richie Streets.
- * Reset irrigation timers to cut back on watering schedule in order to implement water conservation on medians and landscaped areas.

FY 09-10

- * Maintained existing median landscaping.
- * Identified electricity and water saving devices that maximize irrigation efficiency.
- * Assumed maintenance responsibilities for medians and landscaped areas on Bristol Street from Pine Street to 3rd Street.

Action Plan for FY 2010-11

- * Maintain existing median landscaping.
- * Continue to identify electricity and water saving devices that maximize irrigation efficiency.
- * Assume maintenance responsibilities for medians and landscaped areas on Bristol Street from Pine Street to McFadden Avenue, the LaVeta SR 22 interchange, and the MacArthur Boulevard block walls.

PERFORMANCE MEASURES	Actual	Actual	Estimated	Objective
	FY 07-08	FY 08-09	FY 09-10	FY 10-11
Service Level				
# of neighborhood monuments maintained	47	47	47	47
# of street medians maintained	28	28	28	28
# of arterial sidewalks maintained	13	13	13	13
# of water reservoir areas maintained	6	6	6	10
# of parking structures and lots maintained	1	1	1	1
# of miscellaneous areas maintained	24	27	27	27
# of annual color areas maintained	11	11	11	11
Efficiency				
Annual irrigation cost (\$)	248,955	250,424	367,131	373,005
Annual maintenance cost (\$)	574,385	576,125	663,400	803,551
Square footage of landscaping maintained	3,084,882	3,099,854	3,191,232	3,677,695
Irrigation costs per sq. ft. of landscaping (\$)	0.08	0.08	0.08	0.08
Maintenance costs per sq. ft. of landscaped area (\$)	0.19	0.17	0.21	0.22

SPECIAL REVENUE FUND

PUBLIC WORKS AGENCY	FUND	029
Median Landscaping	Department	17
	Program	635

Account Code	LINE ITEM RESOURCES	ACTUAL FY 07-08	ACTUAL FY 08-09	PROJECTED FY 09-10	PROPOSED FY 10-11
62000	Utilities	0	30,672	28,500	36,260
62320	M & R Buildings & Grounds	0	576,125	663,400	803,555
	SUBTOTAL CONTRACTUAL	----- 0	----- 606,797	----- 691,900	----- 839,815
65040	Computer Services Charge	0	7,465	7,465	7,465
65240	Public Works Admin Charge	0	0	0	31,745
	SUBTOTAL CROSS CHARGES	----- 0	----- 7,465	----- 7,465	----- 39,210
	TOTAL	----- 0	----- 614,262	----- 699,365	----- 879,025
<p>Prior to FY 08/09, this activity was budgeted in General Fund Program 01117635.</p>					

SPECIAL REVENUE FUND

PUBLIC WORKS AGENCY Roadway Maintenance	ACCOUNTING UNIT 02917660																																								
Statement of Purpose																																									
<i>To provide safe and well-maintained roadways and sidewalks through the implementation and use of state-of-the-art equipment and the latest maintenance techniques.</i>																																									
Accomplishments in FY 08-09 & 09-10																																									
<p><u>FY 08-09</u></p> <ul style="list-style-type: none"> * Continue to keep water/sewer-cut repair response time to under 30 days. <p><u>FY 09-10</u></p> <ul style="list-style-type: none"> * Award new contracts for annual asphalt roadway maintenance and pothole repair/sidewalk ramping, and sidewalk offset grinding. * Continue to increase sidewalk grinding versus asphalt ramping and maintain the current two-year grinding cycle. * Maintain current level of response to pothole complaints through increased vigilance and knowledge of potential pavement failure areas. * Work with contractors to improve response time to roadway maintenance requests in expectation of reducing liability claims against the City. 																																									
Action Plan for FY 2010-11																																									
<ul style="list-style-type: none"> * Extend contracts for annual asphalt roadway maintenance and pothole repair/sidewalk ramping, and sidewalk offset grinding. * Continue developing with Design a preventive maintenance schedule which includes slurry-sealing and crack-sealing of arterials and secondary streets that have been resurfaced within the last five to ten years. * Continue to increase sidewalk grinding versus asphalt ramping and maintain the current two-year grinding cycle. * Continue to keep water/sewer-cut repair response time to under 30 days. * Maintain current level of response to pothole complaints through increased vigilance and knowledge of potential pavement failure areas. * Continue preventive maintenance measures of crack-sealing major arterials, including 1st Street, Edinger Avenue, Fairview Street, Grand Avenue, Harbor Boulevard, MacArthur Boulevard, and McFadden Avenue. 																																									
PERFORMANCE MEASURES	<table border="1" style="width: 100%; border-collapse: collapse;"> <thead> <tr> <th style="width: 50%;"></th> <th style="width: 12.5%; text-align: center;">Actual</th> <th style="width: 12.5%; text-align: center;">Actual</th> <th style="width: 12.5%; text-align: center;">Estimated</th> <th style="width: 12.5%; text-align: center;">Objective</th> </tr> <tr> <th></th> <th style="text-align: center;">FY 07-08</th> <th style="text-align: center;">FY 08-09</th> <th style="text-align: center;">FY 09-10</th> <th style="text-align: center;">FY 10-11</th> </tr> </thead> <tbody> <tr> <td style="padding: 5px;">Service Level</td> <td></td> <td></td> <td></td> <td></td> </tr> <tr> <td style="padding: 5px;">Tons of asphalt concrete (AC) - street patching</td> <td style="text-align: center;">780</td> <td style="text-align: center;">3,300</td> <td style="text-align: center;">0</td> <td style="text-align: center;">0</td> </tr> <tr> <td style="padding: 5px;">Tons of asphalt concrete (AC) - potholes</td> <td style="text-align: center;">1,142</td> <td style="text-align: center;">900</td> <td style="text-align: center;">750</td> <td style="text-align: center;">750</td> </tr> <tr> <td style="padding: 5px;">Potholes filled (locations)</td> <td style="text-align: center;">40,590</td> <td style="text-align: center;">32,000</td> <td style="text-align: center;">27,000</td> <td style="text-align: center;">25,000</td> </tr> <tr> <td style="padding: 5px;">Crack sealing used (linear feet)</td> <td style="text-align: center;">24,642</td> <td style="text-align: center;">72,000</td> <td style="text-align: center;">0</td> <td style="text-align: center;">0</td> </tr> <tr> <td style="padding: 5px;">Sidewalk patching (sq. ft.)</td> <td style="text-align: center;">2,299</td> <td style="text-align: center;">4,100</td> <td style="text-align: center;">2,900</td> <td style="text-align: center;">3,000</td> </tr> </tbody> </table>		Actual	Actual	Estimated	Objective		FY 07-08	FY 08-09	FY 09-10	FY 10-11	Service Level					Tons of asphalt concrete (AC) - street patching	780	3,300	0	0	Tons of asphalt concrete (AC) - potholes	1,142	900	750	750	Potholes filled (locations)	40,590	32,000	27,000	25,000	Crack sealing used (linear feet)	24,642	72,000	0	0	Sidewalk patching (sq. ft.)	2,299	4,100	2,900	3,000
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SPECIAL REVENUE FUND

PUBLIC WORKS AGENCY
Roadway Maintenance

FUND 029
Department 17
Activity 660

Account Code	LINE ITEM RESOURCES	ACTUAL FY 07-08	ACTUAL FY 08-09	PROJECTED FY 09-10	PROPOSED FY 10-11
62300	Contract Services - Professional	0	1,371,621	1,708,530	650,000
	SUBTOTAL CONTRACTUAL	----- 0	----- 1,371,621	----- 1,708,530	----- 650,000
63001	Miscellaneous Office Expenses	0	0	5,000	5,000
	SUBTOTAL COMMODITIES	----- 0	----- 0	----- 5,000	----- 5,000
65240	Public Works Admin Charges	0	0	0	77,780
	SUBTOTAL CROSS CHARGES	----- 0	----- 0	----- 0	----- 77,780
	TOTAL	----- 0	----- 1,371,621	----- 1,713,530	----- 732,780
<p>Prior to FY 08/09, this activity was budgeted in General Fund Program 01117660.</p>					

**SPECIAL REVENUE FUNDS
RESOURCE SUMMARY**

VARIOUS Air Quality Improvement		ACCOUNTING UNIT 031-VARIOUS			
Object Code	LINE ITEM RESOURCES	ACTUAL FY 07-08	ACTUAL FY 08-09	PROJECTED FY 09-10	PROPOSED FY 10-11
REVENUES					
50001	Prior Year Carry Forward	535,783	338,130	432,183	427,750
52350	AQMD AB 2766	420,815	302,635	415,500	298,060
57010	Miscellaneous Recoveries	3,330	3,225	3,200	2,705
58000	Earnings on Investments	15,388	8,361	9,500	3,795
	TOTAL REVENUES	<u>975,316</u>	<u>652,351</u>	<u>860,383</u>	<u>732,310</u>
EXPENDITURES					
03110101	Fleet Services	257,418	0	350,000	250,000
03109050	Personnel	237,311	247,313	336,525	336,585
03116510	Planning & Building	138,979	83,442	154,008	145,725
	TOTAL EXPENDITURES	<u>633,708</u>	<u>330,755</u>	<u>840,533</u>	<u>732,310</u>
Class Code	AUTHORIZED PERSONNEL	ADOPTED FY 09-10		PROPOSED FY 10-11	
		Full Time	Part Time	Full Time	Part Time
1380	Executive Director, Personnel Services	0.00		0.05	
0470	Benefits & Compensations Manager	0.10		0.00	
1540	Senior Personnel Analyst	0.25		0.25	
0770	Sr. Personnel Technician	0.50		0.50	
1006	Web Systems Technician	0.25		0.25	
7070	Personnel Services Specialist (PTCS)	1.00		1.00	
8100	Senior Administrative Intern	0.00	1.00	0.00	1.00
2500	Planning Manager	0.05		0.05	
0810	Principal Planner	0.10		0.10	
2470	Senior Planner	0.25		0.25	
2450	Associate Planner	0.40		0.40	
7330	Senior Office Assistant	0.35		0.35	
	TOTAL	<u>3.25</u>	<u>1.00</u>	<u>3.20</u>	<u>1.00</u>

SPECIAL REVENUE FUNDS

FLEET SERVICES		ACCOUNTING UNIT			
Air Quality Fund		03110101			
Object Code	LINE ITEM RESOURCES	ACTUAL FY 07-08	ACTUAL FY 08-09	PROJECTED FY 09-10	PROPOSED FY 10-11
62300	Other Contract Services	0	0	0	0
	SUBTOTAL CONTRACTUAL	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>
63001	Other Material & Supplies	0	0	0	0
	SUBTOTAL COMMODITIES	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>
66220	Improvements Other Than Buildings	257,418	0	0	0
66400	Machinery & Equipment	0	0	350,000	250,000
	SUBTOTAL FIXED CHARGES	<u>257,418</u>	<u>0</u>	<u>350,000</u>	<u>250,000</u>
	TOTAL	<u><u>257,418</u></u>	<u><u>0</u></u>	<u><u>350,000</u></u>	<u><u>250,000</u></u>

SPECIAL REVENUE FUNDS

PERSONNEL SERVICES	PROGRAM			
Air Quality Fund	03109050			
Statement of Purpose				
<p><i>To provide responsive, efficient services to City employees to achieve the South Coast Air Quality Management District (SCAQMD) Average Vehicle Ridership (AVR) goal of 1.5 persons per vehicle to attain federal/state air quality standards.</i></p> <p>This program is responsible for the development, implementation, monitoring, and evaluation of the City's Employee Commute Reduction Program. Major components include promoting alternate transportation modes and associated air quality and health benefits; implementing the City's SCAQMD-approved incentive programs; monitoring employee participation; conducting annual AVR (Average Vehicle Ridership) survey; and preparing Employee Commute Reduction Program for annual analysis and submission to SCAQMD.</p>				
Accomplishments in FY 09-10				
<ul style="list-style-type: none"> * Prepared City's 2009 Annual Analysis of the Employee Commute Reduction Program. * Marketed approved Program through promotional fliers, Blue Skies newsletter, and oral presentations. * Hosted jointly (with Benefits Division) the City's Annual Transportation/Benefits Faire. * Conducted annual AVR and Southern California Rideshare survey. 				
Action Plan for FY 2010-11				
<ul style="list-style-type: none"> * Promote alternate transportation modes through informational meetings, fliers, Kiosk system, and the Annual Transportation/Benefits Faire. * Continue to monitor and evaluate employee participation in incentive programs. * Conduct annual AVR & Commuter survey (utilizing optional on-line survey methods) and prepare the 2010 Annual Analysis of the Employee Commute Reduction Program. * Participate in inter-departmental air quality trip reduction initiatives. * Ensure City compliance with laws and regulations related to AQMD's Rule 2202. 				
PERFORMANCE MEASURES	Actual FY 07-08	Actual FY 08-09	Estimate FY 09-10	Objective FY 10-11
Service Level				
% of new employees receiving Work Trip Reduction Program (TRP) information.	100%	100%	100%	100%
% of employees completing annual Average Vehicle Ridership (AVR) and Commuter surveys.	100%	97%	100%	100%
# of employees:				
attending TRP informational presentations (NEO)	150	126	125	125
receiving custom transit route planners/matchlists	300	249	225	225
Efficiency				
% of employee requests for information answered within 3 working days	100%	100%	100%	100%
% of employee incentives processed within 15 working days of timely submission.	100%	100%	100%	100%
Effectiveness				
City Average Vehicle Ridership (AVR)	1.38	1.42	1.5	1.5

SPECIAL REVENUE FUNDS

PERSONNEL SERVICES		ACCOUNTING UNIT			
Air Quality Fund		03109050			
Object Code	LINE ITEM RESOURCES	ACTUAL FY 07-08	ACTUAL FY 08-09	PROJECTED FY 09-10	PROPOSED FY 10-11
61000	Salaries & Wages-Regular	90,347	84,531	144,860	140,865
61020	Salaries & Wages-Temporary	24,058	32,180	19,690	18,035
61030	Salaries & Wages-Overtime	523	49	1,000	1,000
61100	Retirement Plan	6,196	8,006	12,485	12,090
61110	Part-Time Retirement	0	0	0	260
61120	Medicare Insurance	1,641	1,685	2,315	2,230
61130	Employees Insurance	9,797	9,130	18,480	18,770
61170	Retiree Health Insurance	1,145	1,114	2,450	2,380
61180	Compensation Insurance	1,919	1,773	2,230	2,065
62302	Other Personnel Services	84,369	93,267	100,595	100,595
	SUBTOTAL PERSONNEL	<u>219,997</u>	<u>231,735</u>	<u>304,105</u>	<u>298,290</u>
62010	Communications	0	0	525	525
62120	Training & Transportation	339	415	3,425	3,425
62200	Advertising	1,843	1,854	2,640	2,640
62140	Other Agency Services	1,465	1,502	3,930	3,930
62300	Other Contract Services	4,547	3,283	0	0
	SUBTOTAL CONTRACTUAL	<u>8,195</u>	<u>7,054</u>	<u>10,520</u>	<u>10,520</u>
63000	Office Supplies	420	(67)		
63001	Other Material & Supplies	1,999	2,476	9,740	9,740
	SUBTOTAL COMMODITIES	<u>2,419</u>	<u>2,409</u>	<u>9,740</u>	<u>9,740</u>
65050	Information Services Strategic Plan	0	0	0	0
65400	Indirect Operating Expenses	6,700	6,116	12,160	18,035
	SUBTOTAL FIXED CHARGES	<u>6,700</u>	<u>6,116</u>	<u>12,160</u>	<u>18,035</u>
	TOTAL	<u><u>237,311</u></u>	<u><u>247,313</u></u>	<u><u>336,525</u></u>	<u><u>336,585</u></u>

Class Code	AUTHORIZED PERSONNEL	ADOPTED FY 09-10		PROPOSED FY 10-11	
		Full Time	Part Time	Full Time	Part Time
1380	Executive Director, Personnel Services	0.00		0.05	
0470	Benefits & Compensations Manager	0.10		0.00	
1540	Senior Personnel Analyst	0.25		0.25	
0770	Sr. Personnel Technician	0.50		0.50	
1006	Web Systems Technician	0.25		0.25	
7070	Personnel Services Specialist	1.00		1.00	
8100	Senior Administrative Intern		1.00		1.00
	TOTAL	<u>2.10</u>	<u>1.00</u>	<u>2.05</u>	<u>1.00</u>
	<i>75% of Web Systems Technician is funded In IS Strategic Plan</i>				

SPECIAL REVENUE FUNDS

PLANNING AND BUILDING AGENCY

PROGRAM

Air Quality Improvement Trust Fund

03116510

Statement of Purpose

To formulate and coordinate policies and programs and assist in the improvement of the City's air quality.

The Planning Division of the Planning and Building Agency has been assigned the responsibility of formulating and coordinating the City's air quality improvement policies and programs. This lead role involves participation in a number of regional planning and air quality groups/activities, including the Orange County Council of Government Technical Advisory Committee. The Air Quality Trust Fund covers a majority of the costs to facilitate these efforts, and also funds miscellaneous air quality improvement projects.

SERVICE PROGRAM

AIR QUALITY IMPROVEMENT PLAN

Planning staff assumes the lead role in coordinating the City's air quality improvement activities. This includes identifying goals, policies, programs, and funding source(s) for local implementation of Federal and State ambient air quality goals. The City builds upon the analysis and findings of the ongoing Technical Advisory Committee of the Orange County Council of Governments.

SPECIAL REVENUE FUNDS

PLANNING & BUILDING AGENCY		ACCOUNTING UNIT			
Air Quality Improvement Trust Fund		03116510			
Object Code	LINE ITEM RESOURCES	ACTUAL FY 07-08	ACTUAL FY 08-09	PROJECTED FY 09-10	PROPOSED FY 10-11
61000	Salaries & Wages-Regular	100,554	65,144	115,260	115,900
61100	Retirement Plan	5,103	4,004	9,680	9,735
61120	Medicare Insurance	1,016	771	1,670	1,475
61130	Employees Insurance	14,350	7,963	13,790	10,320
61170	Retiree Medical Insurance	0		1,800	2,030
61180	Compensation Insurance	1,682	1,390	3,025	1,640
	SUBTOTAL PERSONNEL	----- 122,704	----- 79,272	----- 145,225	----- 141,100
62302	Other Contractual Services	10,000	0	0	0
	SUBTOTAL CONTRACTUAL	----- 10,000	----- 0	----- 0	----- 0
65050	Info. Svcs. Strategic Plan Charges	0	0	0	0
65400	Indirect Operating Expenses	6,275	4,169	8,783	4,625
	SUBTOTAL FIXED CHARGES	----- 6,275	----- 4,169	----- 8,783	----- 4,625
	TOTAL	----- 138,979	----- 83,442	----- 154,008	----- 145,725

Class Code	AUTHORIZED PERSONNEL	ADOPTED FY 09-10		PROPOSED FY 10-11	
		Full Time	Part Time	Full Time	Part Time
2500	Planning Manager	0.05		0.05	
2471	Principal Planner	0.10		0.10	
2470	Senior Planner	0.25		0.25	
2450	Associate Planner	0.40		0.40	
7330	Senior Office Assistant	0.35		0.35	
		----- 1.15	----- 0.00	----- 1.15	----- 0.00
		=====	=====	=====	=====

Note: the balance of these positions are funded in Planning Division 01116510

**SPECIAL REVENUE FUNDS
RESOURCE SUMMARY**

VARIOUS Civic Center		ACCOUNT UNIT 07413 Activity Various			
Object Code	LINE ITEM RESOURCES	ACTUAL FY 07-08	ACTUAL FY 08-09	PROJECTED FY 09-10	PROPOSED FY 10-11
REVENUES					
50001	Balance from Prior Year	0	(526,252)	0	0
53322	Civic Center Project Charges	161,335	584,162	2,774,727	256,590
53323	Civic Center Maintenance Charges	1,471,326	1,493,822	1,518,565	1,472,055
53324	Civic Center Police Security	901,254	1,087,908	1,025,910	1,044,375
59000-11	Transfer From General Fund	1,509,745	1,599,085	600,000	600,000
	TOTAL REVENUES	4,043,661	4,238,725	5,919,202	3,373,020
EXPENDITURES					
07413015	Civic Center Maintenance - Non-Dept	1,509,745	1,293,497	600,000	600,000
07413250	Civic Center Maintenance	1,404,596	1,537,543	1,518,565	1,472,055
07413260	Civic Center Capital Projects	639,324	434,186	2,774,728	256,590
07413400	Civic Center Security	984,555	1,273,191	1,025,910	1,044,375
	TOTAL EXPENDITURES	4,538,220	4,538,417	5,919,203	3,373,020
Class Code	AUTHORIZED PERSONNEL	ADOPTED FY 09-10		PROPOSED FY 10-11	
		Full Time	Part Time	Full Time	Part Time
4320	Park Maintenance Supervisor	1.00		1.00	
4190	General Maintenance Leader	1.00		1.00	
0280	Assistant Park Landscape Planner	1.00		1.00	
TBD	Park Landscape Inspector II	0.00		1.00	
3200	Police Officer	8.00		8.00	
9300	Park Maintenance Assistant		0.00	0.00	5.00
	TOTAL	11.00	0.00	12.00	5.00

SPECIAL REVENUE FUNDS

PARKS, RECREATION & COMMUNITY SERVICES		ACCOUNT UNIT			
Civic Center Maintenance - Non-Departmental		07413015			
Object Code	LINE ITEM RESOURCES	ACTUAL FY 07-08	ACTUAL FY 08-09	PROJECTED FY 09-10	PROPOSED FY 10-11
69135	Payment to Subagent*	1,599,082	1,293,497	600,000	600,000
	SUBTOTAL CAPITAL	----- 1,599,082	----- 1,293,497	----- 600,000	----- 600,000
	TOTAL	----- 1,599,082 =====	----- 1,293,497 =====	----- 600,000 =====	----- 600,000 =====
	* Payment is the City's contribution to the Civic Center Authority				

GENERAL FUND

PARKS, RECREATION & COMMUNITY SERVICES		PROGRAM		
Civic Center Maintenance		07413250		
Statement of Purpose				
<p><i>To improve the quality of life of those who visit the Civic Center by providing quality customer service in an atmosphere of continuous improvement and strong employee development.</i></p> <p><i>This program provides for Civic Center grounds/landscape maintenance, refuse collection, maintenance of lighting and irrigation systems, sweeping of parking lots, and maintenance of reflective pools and fountains.</i></p>				
Accomplishments in FY 08-09 & FY 09-10				
<ul style="list-style-type: none"> * Sustainable Site Initiative-Continued to promote sustainable site improvements, that reduce maintenance, enhance aesthetics, reduce hydro carbon-emissions and conserve resources, such as water. a) Installed a cacti-succulent demonstration garden at Building 12. This project also included modifying the irrigation system to make it more efficient; b) successfully rescued \$17,000 worth of cacti-succulents at the Santa Ana Zoo. These specimens were boxed and are set aside to use in the Civic Center’s new Cacti-Succulent Demonstration Garden located on the Plaza of the Fountains. * Calsense Centralized Irrigation Conservation System - Completed construction documents to install the Calsense system in the Civic Center. * Annual Urban Forest Management – Pruned one-half of the Civic Center Trees (east of Ross Street). * Landscape-Grounds Agreement – Initiated new landscape-grounds maintenance agreement. * Fountain Maintenance Agreement – Renewed the annual agreement to maintain fountains in the Civic Center. * Pavement Cleaning Agreement – Renewed the annual agreement to regularly pressure wash pedestrian areas in the Civic Center. * Lift Station Repairs – Initiated significant repairs of the Santa Ana Blvd. list station system. This system is an emergency system to pump water out of the lower parking lot next to City Hall, the State Bldg., and the new Appellate Court House. 				
Action Plan for FY 2010-2011				
<ul style="list-style-type: none"> * Sustainable Site Initiative-Continue to promote sustainable site improvements, that reduce maintenance, enhance aesthetics, reduce hydro carbon-emissions and conserve resources. Several new drought tolerant gardens are proposed to be installed in the Civic Center. * Begin installation of the Calsense Centralized Irrigation System * Annual Urban Forest Management – Prune one-half of the Civic Center Trees (west of Ross Street). * Fountain Maintenance Agreement – Renew the annual agreement to maintain fountains in the Civic Center. * Pavement Cleaning Agreement – Renew the annual agreement to regularly pressure wash pedestrian areas in the Civic Center. * Modernize Lift Station – Begin modernization of the Civic Center lift stations by initiating an engineering study of the Santa Ana Blvd. and Sixth Street lift station systems. 				
PERFORMANCE MEASURES	Actual FY 07-08	Actual FY 08-09	Estimated FY 09-10	Objective FY 10-11
Service Level				
# of acres maintained	97	97	97	
FY 10-11 New Stats Below				
# of days providing landscape-grounds maintenance				365
# of days providing custodial maintenance				365
One-half of Civic Center Trees pruned				512

SPECIAL REVENUE FUNDS

PARKS, RECREATION & COMMUNITY SERVICES		ACCOUNT UNIT			
Civic Center Maintenance		07413250			
Object Code	LINE ITEM RESOURCES	ACTUAL FY 07-08	ACTUAL FY 08-09	PROJECTED FY 09-10	PROPOSED FY 10-11
61000	Salaries Regular	507,695	558,960	250,000	315,550
61020	Salaries Part-Time	39,195	69,945	0	91,280
61040	Salaries Overtime	6,730	9,191	0	0
61100	Retirement-Employer Contribution	26,469	29,639	21,000	26,505
61110	Part-Time Retirement	0	0	0	3,425
61120	Medicare Insurance	2,141	2,727	1,290	2,600
61130	Health Insurance	81,821	82,255	49,445	61,515
61170	Retiree Health Benefits	4,952	7,248	3,500	5,520
61180	Worker Compensation Insurance	65,107	79,356	25,185	46,825
62302	Contracted Vendor Personnel Services	671	0	0	0
	SUBTOTAL PERSONNEL	734,783	839,319	350,420	553,220
62000	Utilities	285,168	231,880	290,000	257,000
62010	Communications	3,160	2,405	1,155	1,155
62120	Training, Transportation, Meeting	799	140	750	0
62300	Contractual Services-Professional	337,149	262,264	752,705	0
62320	M & R Bldgs & Ground	0	0	0	480,455
62322	M & R Mach & Equipment	0	271	0	0
	SUBTOTAL CONTRACTUAL	626,276	496,961	1,044,610	738,610
63001	Misc. Operating Expenses	42,177	46,752	35,970	0
63200	OP M&S Buildings & Grounds	0	0	0	35,970
	SUBTOTAL COMMODITIES	42,177	46,752	35,970	35,970
65010	Rental City Equipment	32,053	33,840	8,280	36,340
65100	Insurance Charges	60,235	60,235	60,235	60,235
65400	Indirect Costs	82,383	60,435	19,050	47,680
	SUBTOTAL FIXED CHARGES	174,671	154,510	87,565	144,255
	TOTAL	1,577,907	1,537,543	1,518,565	1,472,055
Class Code	AUTHORIZED PERSONNEL	ADOPTED FY 09-10		PROPOSED FY 10-11	
		Full Time	Part Time	Full Time	Part Time
4320	Parks Maintenance Supervisor	1.00		1.00	
4190	General Maintenance Leader	1.00		1.00	
TBD	Park Landscape Inspector II	0.00		1.00	
0280	Assistant Park Landscape Planner	1.00		1.00	
9300	Park Maintenance Asst.		0.00		5.00
	TOTAL	3.00	0.00	4.00	5.00

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SPECIAL REVENUE FUNDS

PARKS, RECREATION & COMMUNITY SERVICES		ACCOUNT UNIT			
Civic Center Capital Projects		07413260			
Object Code	LINE ITEM RESOURCES	ACTUAL FY 07-08	ACTUAL FY 08-09	PROJECTED FY 09-10	PROPOSED FY 10-11
66220	Improvements Other Than Building	301,517	434,186	2,774,728	256,590
	SUBTOTAL CAPITAL	301,517	434,186	2,774,728	256,590
	TOTAL	301,517	434,186	2,774,728	256,590
	<u>New Projects for FY 2010-11</u>				
#08-910	Santa Ana/Parton St. Rennovation (Budget Increase)				256,590
					<u>256,590</u>

SPECIAL REVENUE FUNDS

POLICE DEPARTMENT Civic Center Security	PROGRAM 074-400
Statement of Purpose <i>To patrol and provide security in the Civic Center Plaza area.</i>	
<p style="text-align: center;"><u>SERVICE PROGRAM</u></p> <p>This program is funded from the Civic Center Authority (a "joint powers" agency) and provides eight officers to patrol and provide security to the "common areas" in the Civic Center Plaza.</p>	

SPECIAL REVENUE FUNDS

POLICE DEPARTMENT					FUND	74
Civic Center Security					Activity	400
Object Code	LINE ITEM RESOURCES	ACTUAL FY 07-08	ACTUAL FY 08-09	PROJECTED FY 09-10	PROPOSED FY 10-11	
61000	Salaries Regular	645,970	629,664	611,625	663,050	
61040	Salaries Overtime	0	0	0	0	
61100	Retirement Employer Contrib.	153,545	153,545	208,085	168,460	
61120	Medicare Insurance	6,845	6,845	8,870	9,615	
61130	Health Insurance	78,630	78,630	90,120	100,505	
61170	Retiree Health Benefits			5,040	6,140	
61180	Worker Compensation Insurance	<u>49,125</u>	<u>49,125</u>	<u>50,155</u>	<u>54,370</u>	
	SUBTOTAL PERSONNEL	934,115	917,809	973,895	1,002,140	
65400	Indirect Costs	<u>50,440</u>	<u>68,915</u>	<u>52,015</u>	<u>42,235</u>	
	SUBTOTAL FIXED CHARGES	50,440	68,915	52,015	42,235	
	TOTAL	<u><u>984,555</u></u>	<u><u>986,724</u></u>	<u><u>1,025,910</u></u>	<u><u>1,044,375</u></u>	
Class Code	AUTHORIZED PERSONNEL	ADOPTED FY 09-10		PROPOSED 10-11		
		Full Time	Part Time	Full Time	Part Time	
3200	Police Officer	<u>8.00</u>		<u>8.00</u>		
	TOTAL	<u><u>8.00</u></u>		<u><u>8.00</u></u>		

SPECIAL REVENUE FUND

FIRE DEPARTMENT Emergency Fund	PROGRAM 12215330
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Statement of Purpose

To provide assistance in the time of a disaster, while providing for an accurate mechanism to document actual expenses and reimbursements.

SERVICE PROGRAM

The emergency fund is used to track expenditures and reimbursements incurred by the Santa Ana Fire Department for participation in national, state and regional emergencies. By participating with various Federal, State and Local offices of emergency services, the Santa Ana Fire Department provides assistance to natural disasters, such as a hurricanes, and wildfires nationally and within the State of California.

SPECIAL REVENUE FUND

FIRE DEPARTMENT Emergency Fund		Activity 12215330			
Object Code	LINE ITEM RESOURCES	ACTUAL FY 07-08	ACTUAL FY 08-09	ADOPTED FY 09-10	APPROVED FY 10-11
REVENUES					
52025	OCSD Emergency Mgmt/State OES	0	707,262	231,930	231,930
		<u>0</u>	<u>707,262</u>	<u>231,930</u>	<u>231,930</u>
EXPENDITURES					
61000	Salaries Regular	0	150,315	75,000	75,000
61040	Salaries Overtime	0	305,643	100,000	100,000
61100	Retirement-Employer Contrib	0	0	42,870	42,870
61120	Medicare Insurance	0	0	1,085	1,085
61180	Worker Compensation Insurance	0	0	7,260	7,260
	SUBTOTAL PERSONNEL	0	455,958	226,215	226,215
65400	Indirect Costs	0	0	5,715	5,715
	SUBTOTAL FIXED CHARGES	0	0	5,715	5,715
	TOTAL	<u>0</u>	<u>455,958</u>	<u>231,930</u>	<u>231,930</u>
Class Code	AUTHORIZED PERSONNEL	ADOPTED FY 09-10		APPROVED FY 10-11	
		Full Time	Part Time	Full Time	Part Time

SPECIAL REVENUE FUNDS

POLICE DEPARTMENT Homeland Security Grants	PROGRAM 125-various
Statement of Purpose	
<i>To administer the Homeland Security Grants by providing logistics, project coordination, and financial oversight for the Anaheim/Santa Ana Urban Area.</i>	
Service Program	
<p>Funds for all grants are provided by the U.S. Department of Homeland Security (DHS), passed down to the California Emergency Management Agency (Cal-EMA), and then awarded to the City of Santa Ana. Funds are used to purchase equipment, provide regional training, conduct multi-agency exercises, and pay for management and administrative costs. All funds are disbursed either through reimbursement or through cash advance from Cal-EMA. A portion of these grant funds support 100% salary costs for two Police Sergeants, two Police Officers, one Management Aide, one part-time Administrative Aide, and partial salary costs for one Police Commander, one Fire Captain, and one Police Officer.</p>	
Accomplishments for FY 09/10	
<p><u>Urban Area Security Initiative (UASI) Grant Funded:</u></p> <ul style="list-style-type: none"> • Increased POD (Point of Dispensing) sites through Orange County Healthcare Agency. • Conducted On-Going County-Wide Exercise Program, to include Golden Guardian. • Installed Video Camera Systems for the Santa Ana Police Department and Honda Center. • Pu • Purchased and Distributed Amateur Radio Equipment for Various Orange County agencies. • Purchased and Installed Microwave Link connecting Orange County and Los Angeles County. • Developed and Finalized Continuity of Operation Plans (COOP) for the cities of Santa Ana, Anaheim, Fullerton, Huntington Beach, and Irvine. • Purchased Urban Search & Rescue Equipment for Fountain Valley, Huntington Beach, and Newport Beach. • Purchase supplies and Equipment for Anaheim and Santa Ana CERT programs. <p><u>Public Safety Interoperable Communications (PSIC) Grant Funded:</u></p> <ul style="list-style-type: none"> • 700 MHZ Radios for the cities of Anaheim, Laguna Niguel, Laguna Hills, Mission Viejo, Dana Point, Lake Forest, Westminster, Seal Beach, La Habra, and CSU Fullerton. • Upgraded San Bernardino Public Safety Dispatch Console and Improved Network Control for City of Ventura. <p><u>Interoperable Communication Grant Program (IECGP) Funded:</u></p> <ul style="list-style-type: none"> • Complete Southern Planning Area Interoperable Communications Plan. 	
Planned Accomplishments for FY 10/11	
<p><u>Urban Area Security Initiative (UASI) Grant Will Fund:</u></p> <ul style="list-style-type: none"> • Continue ReadyOC campaign. • Purchase Personal Protective Equipment Masks for Fire and Law Enforcement First Responders. Once received, distribute suit and mask ensemble to Orange County agencies and cities. • Continue DHS-Approved Training for Santa Ana First Responders. • Conduct On-Going County-Wide Exercise Program. • Fund Orange County Intelligence and Terrorism Assessment Center (OCIAC) Analyst Salary. • Develop Continuity of Operation Plans (COOP) for various Orange County cities. <p><u>Public Safety Interoperable Communications (PSIC) Grant Will Fund:</u></p> <ul style="list-style-type: none"> • Mutual Aid Radio System for Mono and Inyo County. • Riverside Connectivity through Purchase of Microwave Radio Link and Mobile Radios. • Finish Purchases and Installation for Orange County 700 MHZ Radio project. • San Luis Obispo County and Santa Barbara County Networked CAD System. 	

**SPECIAL REVENUE FUNDS
RESOURCE SUMMARY**

POLICE DEPARTMENT Homeland Security Grants		FUND 125 Activity various			
Object Code	LINE ITEM RESOURCES	ACTUAL FY 07-08	ACTUAL FY 08-09	PROJECTED FY 09-10	PROPOSED FY 10-11
REVENUES					
125-14-002	FEDERAL GRANTS	<u>2,547,152</u>	<u>10,876,037</u>	<u>16,012,239</u>	<u>11,202,474</u>
	TOTAL REVENUES	<u><u>2,547,152</u></u>	<u><u>10,876,037</u></u>	<u><u>16,012,239</u></u>	<u><u>11,202,474</u></u>
EXPENDITURES					
125-14-406	FY04 UASI Grant (Santa Ana Police)	(13,006)	0	0	0
125-14-405	FY05 UASI Grant	1,021,504	1,467	0	0
125-14-402	FY05 UASI Grant (Sub-Recipients)	29,702	0	0	0
125-14-404	FY06 UASI Grant	585,732	932,551	0	0
125-14-486	FY07 UASI Grant	402,894	4,404,204	1,673,801	0
125-14-400	FY07 UASI Grant (Sub-Recipients)	45,283	682,176	3,863,642	0
125-14-487	FY07 PSIC Grant	5,903	439,110	68,950	162,852
125-14-485	FY07 PSIC Grant (Sub-Recipients)	0	1,352,151	7,337,325	3,578,654
125-14-488	FY08 IECGP Grant	0	1,564	2,207,743	0
125-14-489	FY08 HSGP Grant	0	4,105,043	74,957	0
125-14-490	FY08 UASI Grant	0	184	385,314	3,614,502
125-14-407	FY09 UASI Grant	0	0	127,200	1,673,700
125-14-408	FY09 UASI Grant (Sub-Recipients)	0	0	300,000	2,000,000
	TOTAL EXPENDITURES	<u><u>2,078,012</u></u>	<u><u>11,918,450</u></u>	<u><u>15,611,732</u></u>	<u><u>11,029,708</u></u>
Class Code	AUTHORIZED PERSONNEL	ADOPTED FY 09-10		PROPOSED FY 10-11	
		Full Time	Part Time	Full Time	Part Time
	3350 Police Lieutenant	0.25		0.25	
	0151 Principal Management Analyst	1.00		1.00	
	3400 Police Sergeant	2.00		2.00	
	3200 Police Officer	2.00		2.50	
	3080 Fire Captain	0.00		0.25	
	1200 Management Aide	1.00		0.00	
	1720 Management Analyst	0.00		1.00	
	1350k Buyer	0.50		0.00	
	9770 Administrative Aide		0.00		1.00
	9041 Account Clerk I		1.00		0.00
	8130 Police Cadet		1.00		0.00
	TOTAL	<u><u>6.75</u></u>	<u><u>2.00</u></u>	<u><u>7.00</u></u>	<u><u>1.00</u></u>

SPECIAL REVENUE FUNDS

POLICE DEPARTMENT					FUND	125
UASI - Urban Areas Security Initiative Grant 2004					Activity	14-406/403
Object Code	LINE ITEM RESOURCES	ACTUAL FY 07-08	ACTUAL FY 08-09	PROJECTED FY 09-10	PROPOSED FY 10-11	
62010	Communications	(480)	0	0	0	
62120	Training, Transpo, Meeting	<u>(12,526)</u>	<u>0</u>	<u>0</u>	<u>0</u>	
	SUBTOTAL CONTRACTUAL	(13,006)	0	0	0	
	TOTAL	<u><u>(13,006)</u></u>	<u><u>0</u></u>	<u><u>0</u></u>	<u><u>0</u></u>	

SPECIAL REVENUE FUNDS

POLICE DEPARTMENT		FUND 125			
UASI - Urban Areas Security Initiative Grant 2005		Activity 14-405/402			
Object Code	LINE ITEM RESOURCES	ACTUAL FY 07-08	ACTUAL FY 08-09	PROJECTED FY 09-10	PROPOSED FY 10-11
61000	Salaries Regular	166,559	0	0	0
61040	Salaries Overtime	30,640	1,467	0	0
61100	Retirement-Employer Contrib.	32,514	0	0	0
61120	Medicare Insurance	2,528	0	0	0
61130	Health Insurance	19,666	0	0	0
61170	Retiree Health Benefits	(2,828)	0	0	0
61180	Worker Compensation Insurance	<u>12,777</u>	<u>0</u>	<u>0</u>	<u>0</u>
	SUBTOTAL PERSONNEL	261,857	1,467	0	0
62010	Communications	3,191	0	0	0
62120	Training, Transpo, Meeting	12,131	0	0	0
62300	Contract Svcs-Professional	<u>253,284</u>	<u>0</u>	<u>0</u>	<u>0</u>
	SUBTOTAL CONTRACTUAL	268,605	0	0	0
63000	Office Supplies	<u>216,926</u>	<u>0</u>	<u>0</u>	<u>0</u>
	SUBTOTAL COMMODITIES	216,926	0	0	0
66400	Machinery & Equipment	<u>274,116</u>	0	0	0
	SUBTOTAL CAPITAL	274,116	0	0	0
69135	Payment to Subagent	<u>29,702</u>	<u>0</u>	<u>0</u>	<u>0</u>
	SUBTOTAL MISCELLANEOUS	29,702	0	0	0
	TOTAL	<u><u>1,051,206</u></u>	<u><u>1,467</u></u>	<u><u>0</u></u>	<u><u>0</u></u>

SPECIAL REVENUE FUNDS

POLICE DEPARTMENT					
UASI - Urban Areas Security Initiative Grant 2006				FUND	125
				Activity	14-404
Object Code	LINE ITEM RESOURCES	ACTUAL FY 07-08	ACTUAL FY 08-09	PROJECTED FY 09-10	PROPOSED FY 10-11
61000	Salaries Regular	168,515	0	0	0
61040	Salaries Overtime	56,312	510	0	0
61100	Retirement-Employer Contrib.	31,629	0	0	0
61120	Medicare Insurance	2,264	0	0	0
61130	Health Insurance	17,980	0	0	0
61170	Retiree Health Benefits	1,649	0	0	0
61180	Worker Compensation Insurance	<u>14,668</u>	<u>0</u>	<u>0</u>	<u>0</u>
	SUBTOTAL PERSONNEL	293,017	510	0	0
62120	Training, Transpo, Meeting	27,060	0	0	0
62300	Contract Svcs-Professional	<u>235,870</u>	<u>40,630</u>	<u>0</u>	<u>0</u>
	SUBTOTAL CONTRACTUAL	262,930	40,630	0	0
63000	Office Supplies	<u>29,040</u>	<u>0</u>	<u>0</u>	<u>0</u>
	SUBTOTAL COMMODITIES	29,040	0	0	0
66400	Machinery & Equipment	744	797,661	0	0
66510	Computer Software	<u>0</u>	<u>93,750</u>	<u>0</u>	<u>0</u>
	SUBTOTAL CAPITAL	744	891,411	0	0
	TOTAL	<u><u>585,732</u></u>	<u><u>932,551</u></u>	<u><u>0</u></u>	<u><u>0</u></u>

SPECIAL REVENUE FUNDS

POLICE DEPARTMENT					FUND	125
UASI - Urban Areas Security Initiative Grant 2007					Activity	14-486/400
Object Code	LINE ITEM RESOURCES	ACTUAL FY 07-08	ACTUAL FY 08-09	PROJECTED FY 09-10	PROPOSED FY 10-11	
61000	Salaries Regular	223,479	548,349	162,356	0	
61020	Salaries Part-Time	5,157	12,840	3,970	0	
61040	Salaries Overtime	16,831	35,396	33,062	0	
61100	Retirement-Employer Contrib.	45,845	115,370	34,316	0	
61120	Medicare Insurance	3,319	8,644	2,377	0	
61130	Health Insurance	23,718	61,303	18,768	0	
61170	Retiree Health Benefits	0	6,042	106	0	
61180	Worker Compensation Insurance	20,136	50,217	15,308	0	
62302	Contracted Vendor Personnel Services	21,065	(336)	0	0	
	SUBTOTAL PERSONNEL	359,550	837,825	270,263	0	
62010	Communications	1,750	9,072	0	0	
62120	Training, Transpo, Meeting	32,571	38,264	71,314	0	
62300	Contract Svcs-Professional	6,065	1,157,012	499,202	0	
	SUBTOTAL CONTRACTUAL	40,386	1,204,348	570,516	0	
63000	Office Supplies	2,959	1,708	93	0	
63001	Miscellaneous Operating Expenses	0	0	70,000	0	
	SUBTOTAL COMMODITIES	2,959	1,708	70,093	0	
66400	Machinery & Equipment	0	2,360,323	762,929	0	
	SUBTOTAL CAPITAL	0	2,360,323	762,929	0	
69140	Payments to Districts	45,283	682,176	3,863,642	0	
	SUBTOTAL MISCELLANEOUS	45,283	682,176	3,863,642	0	
	TOTAL	<u>448,177</u>	<u>5,086,380</u>	<u>5,537,443</u>	<u>0</u>	
Class Code	AUTHORIZED PERSONNEL	ADOPTED FY 09-10		PROPOSED FY 10-11		
		Full Time	Part Time	Full Time	Part Time	
3350	Police Lieutenant	0.00		0.00		
0151	Principal Management Analyst	0.00		0.00		
3400	Police Sergeant	0.00		0.00		
3200	Police Officer	0.00		0.00		
1200	Management Aide	0.00		0.00		
	TOTAL	<u>0.00</u>		<u>0.00</u>		

SPECIAL REVENUE FUNDS

POLICE DEPARTMENT		FUND 125			
PSIC - Public Safety Interoperable Communications Grant		Activity 14-487/485			
Object Code	LINE ITEM RESOURCES	ACTUAL FY 07-08	ACTUAL FY 08-09	PROJECTED FY 09-10	PROPOSED FY 10-11
61000	Salaries Regular	3,198	40,770	35,800	49,701
61020	Salaries Part-Time	0	354	500	0
61040	Salaries Overtime	1,641	3,564	3,500	4,000
61100	Retirement-Employer Contrib.	489	6,717	6,500	7,500
61120	Medicare Insurance	49	630	700	700
61130	Health Insurance	337	4,115	3,500	5,500
61170	Retiree Health Benefits	0	372	450	450
61180	Worker Compensation Insurance	189	2,548	3,000	3,500
	SUBTOTAL PERSONNEL	<u>5,903</u>	<u>59,070</u>	<u>53,950</u>	<u>71,351</u>
63000	Office Supplies	0	0	300	200
	SUBTOTAL COMMODITIES	<u>0</u>	<u>0</u>	<u>300</u>	<u>200</u>
66500	Comp Hardware	0	0	6,000	0
66400	Machinery & Equipment	0	380,040	0	100,000
	SUBTOTAL CAPITAL	<u>0</u>	<u>380,040</u>	<u>6,000</u>	<u>100,000</u>
69140	Payment to Districts	0	1,352,151	7,337,325	3,578,654
	SUBTOTAL MISCELLANEOUS	<u>0</u>	<u>1,352,151</u>	<u>7,337,325</u>	<u>3,578,654</u>
	TOTAL	<u><u>5,903</u></u>	<u><u>1,791,261</u></u>	<u><u>7,397,575</u></u>	<u><u>3,750,205</u></u>
Class Code	AUTHORIZED PERSONNEL	ADOPTED FY 09-10		PROPOSED FY 10-11	
		Full Time	Part Time	Full Time	Part Time
3200	Police Officer	<u>0.00</u>	<u> </u>	<u>0.50</u>	<u> </u>
	TOTAL	<u><u>0.00</u></u>	<u><u>0.00</u></u>	<u><u>0.50</u></u>	<u><u>0.00</u></u>

SPECIAL REVENUE FUNDS

POLICE DEPARTMENT					FUND	125
IECGP - Interoperable Emergency Communcations Grant Program					Activity	14-488
Object Code	LINE ITEM RESOURCES	ACTUAL FY 07-08	ACTUAL FY 08-09	PROJECTED FY 09-10	PROPOSED FY 10-11	
61000	Salaries Regular	0	1,076	30,700	0	
61020	Salaries Part-Time		0	2,600		
61040	Salaries Overtime	0	0	10,000	0	
61100	Retirement-Employer Contrib.	0	245	5,000	0	
61120	Medicare Insurance	0	19	550	0	
61130	Health Insurance	0	114	3,300	0	
61180	Worker Compensation Insurance	<u>0</u>	<u>110</u>	<u>2,365</u>	<u>0</u>	
	SUBTOTAL PERSONNEL	0	1,564	54,515	0	
63000	Office Supplies	<u>0</u>	<u>0</u>	<u>200</u>	<u>0</u>	
	SUBTOTAL COMMODITIES	0	0	200	0	
62300	Contract Svcs-Professional	<u>0</u>	<u>0</u>	<u>2,143,028</u>	<u>0</u>	
	SUBTOTAL CONTRACTUAL	0	0	2,143,028		
66500	Comp Hardware	<u>0</u>	<u>0</u>	<u>10,000</u>	<u>0</u>	
	SUBTOTAL CAPITAL	0	0	10,000	0	
	TOTAL	<u><u>0</u></u>	<u><u>1,564</u></u>	<u><u>2,207,743</u></u>		

SPECIAL REVENUE FUNDS

POLICE DEPARTMENT					FUND	125
HSGP - Homeland Security Grant Program (Coplink)					Activity	14-489
Object Code	LINE ITEM RESOURCES	ACTUAL FY 07-08	ACTUAL FY 08-09	PROJECTED FY 09-10	PROPOSED FY 10-11	
61000	Salaries Regular	0	6,900	58,000		
61100	Retirement-Employer Contrib.	0	1,934	7,307		
61120	Medicare Insurance	0	114	350		
61130	Health Insurance	0	820	5,200		
61170	Retiree Health Benefits	0	0	1,600		
61180	Worker Compensation Insurance	<u>0</u>	<u>775</u>	<u>2,500</u>		
	SUBTOTAL PERSONNEL	0	10,543	74,957		
62300	Contract Svcs-Professional	<u>0</u>	<u>4,094,500</u>	<u>0</u>		
	SUBTOTAL CONTRACTUAL	0	4,094,500	0		
	TOTAL	<u><u>0</u></u>	<u><u>4,105,043</u></u>	<u><u>74,957</u></u>		
Class Code	AUTHORIZED PERSONNEL	ADOPTED FY 09-10		PROPOSED FY 10-11		
		Full Time	Part Time	Full Time	Part Time	
1350k	Buyer	0.50		0.00		
	TOTAL	<u><u>0.50</u></u>		<u><u>0.00</u></u>		

SPECIAL REVENUE FUNDS

POLICE DEPARTMENT					FUND	125
UASI - Urban Area Security Initiative Grant 2008					Activity	14-490
Object Code	LINE ITEM RESOURCES	ACTUAL FY 07-08	ACTUAL FY 08-09	PROJECTED FY 09-10	PROPOSED FY 10-11	
61000	Salaries Regular	0	0	255,000	320,000	
61020	Salaries Part-Time	0	0	12,000	15,000	
61040	Salaries Overtime	0	0	8,000	25,000	
61100	Retirement-Employer Contrib.	0	0	46,000	55,000	
61110	Part-Time Retirement	0	0	150	200	
61120	Medicare Insurance	0	0	4,000	52,000	
61130	Health Insurance	0	0	30,000	35,000	
61170	Retiree Health Benefits	0	0	4,500	5,000	
61180	Worker Compensation Insurance	0	0	20,000	25,000	
	SUBTOTAL PERSONNEL	0	0	379,650	532,200	
62010	Communications	0	184	2,000	2,000	
62120	Training, Transpo, Meeting	0	0	611	200,000	
62300	Contract Svcs-Professional	0	0	23	679,902	
	SUBTOTAL CONTRACTUAL	0	184	2,634	881,902	
63000	Office Supplies	0	0	24	400	
63001	Miscellaneous Operating Expenses	0	0	6	200,000	
	SUBTOTAL COMMODITIES	0	0	30	200,400	
66400	Machinery & Equipment	0	0	0	2,000,000	
66500	Comp Hardware	0	0	3,000	0	
	SUBTOTAL CAPITAL	0	0	3,000	2,000,000	
	TOTAL	0	184	385,314	3,614,502	
Class Code	AUTHORIZED PERSONNEL	ADOPTED FY 09-10		PROPOSED FY 10-11		
		Full Time	Part Time	Full Time	Part Time	
3350	Police Lieutenant	0.25		0.00		
0151	Principal Management Analyst	1.00		0.00		
3400	Police Sergeant	2.00		0.00		
3200	Police Officer	2.00		0.00		
3150	Fire Battalion Chief	0.00		0.00		
1200	Management Aide	1.00		0.00		
9041	Account Clerk I		1.00		0.00	
8130	Police Cadet		1.00		0.00	
	TOTAL	6.25	2.00	0.00	0.00	

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SPECIAL REVENUE FUNDS

POLICE DEPARTMENT		FUND 125			
UASI - Urban Area Security Initiative Grant 2009		Activity 14-407/408			
Object Code	LINE ITEM RESOURCES	ACTUAL FY 07-08	ACTUAL FY 08-09	PROJECTED FY 09-10	PROPOSED FY 10-11
61000	Salaries Regular	0	0	82,000	230,000
61020	Salaries Part-Time	0	0	0	6,000
61040	Salaries Overtime	0	0	11,000	25,000
61100	Retirement-Employer Contrib.	0	0	17,000	47,000
61120	Medicare Insurance	0	0	1,500	3,500
61130	Health Insurance	0	0	8,900	24,000
61170	Retiree Health Benefits	0	0	0	6,500
61180	Worker Compensation Insurance	0	0	6,800	20,000
	SUBTOTAL PERSONNEL	0	0	127,200	362,000
62010	Communications	0	0	0	1,500
62120	Training, Transpo, Meeting	0	0	0	10,000
62300	Contract Svcs-Professional	0	0	0	300,000
	SUBTOTAL CONTRACTUAL	0	0	0	311,500
63000	Office Supplies	0	0	0	200
	SUBTOTAL COMMODITIES	0	0	0	200
66400	Machinery & Equipment	0	0	0	1,000,000
66510	Computer Software	0	0	0	0
	SUBTOTAL CAPITAL	0	0	0	1,000,000
69140	Payments to Districts	0	0	300,000	2,000,000
	SUBTOTAL MISCELLANEOUS	0	0	300,000	2,000,000
	TOTAL	0	0	427,200	3,673,700
Class Code	AUTHORIZED PERSONNEL	ADOPTED FY 09-10		PROPOSED FY 10-11	
		Full Time	Part Time	Full Time	Part Time
3350	Police Lieutenant	0.00		0.25	
0151	Principal Management Analyst	0.00		1.00	
3400	Police Sergeant	0.00		2.00	
3200	Police Officer	0.00		2.00	
3080	Fire Captain	0.00		0.25	
1200	Management Analyst	0.00		1.00	
9770	Administrative Aide		0.00		1.00
	TOTAL	0.00	0.00	6.50	1.00

SPECIAL REVENUE FUND

FIRE DEPARTMENT Emergency Management Performance Grants - EMPG	PROGRAM 14615-various
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Statement of Purpose
<i>To assist local governments in enhancing and sustaining their all-hazards emergency management capabilities</i>

SERVICE PROGRAM

The emergency Management Performance Grant (EMPG) provides funding to assist State and local government in developing a comprehensive program of planning, training and exercised, that provide for an effective and consistent response to disasters or emergencies, regardless of the cause.

SPECIAL REVENUE FUND

FIRE DEPARTMENT		ACCOUNTING UNIT			
OHS EMPG Grant (all years)		14615362			
Object Code	LINE ITEM RESOURCES	ACTUAL FY 07-08	ACTUAL FY 08-09	PROJECTED FY 09-10	PROPOSED FY 10-11
61000	Salaries Regular	10,852	9,926	0	0
61100	Retirement-Employer Contrib	958	2,194	0	0
61130	Health Insurance	460	1,040	0	0
61180	Worker Compensation Insurance	<u>643</u>	<u>1,374</u>	<u>0</u>	<u>0</u>
	SUBTOTAL PERSONNEL	12,913	14,534	0	0
62300	Contract Svs-Professional	<u>9,316</u>	<u>0</u>	<u>0</u>	<u>0</u>
	SUBTOTAL CONTRACTUAL	9,316	0	0	0
63001	Mics Office Expenses	<u>0</u>	<u>10,134</u>	<u>25,140</u>	<u>0</u>
	SUBTOTAL COMMODITIES	0	10,134	25,140	0
65400	Indirect Costs	<u>138</u>	<u>467</u>	<u>0</u>	<u>0</u>
	SUBTOTAL FIXED CHARGES	138	467	0	0
	TOTAL	<u><u>22,368</u></u>	<u><u>25,134</u></u>	<u><u>25,140</u></u>	<u><u>0</u></u>
note	FY 07-08 expended in FY 08-09				
note	\$142 of FY 08-09 expended in FY 09-10				
note	Personnel cost is salary for 12% of one Fire Captain				
Class Code	AUTHORIZED PERSONNEL	ADOPTED FY 09-10		PROPOSED FY 10-11	
		Full Time	Part Time	Full Time	Part Time

SPECIAL REVENUE FUND

FIRE DEPARTMENT Metropolitan Medical Response System Grants	PROGRAM 14615-various
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Statement of Purpose
<i>To mitigate the impact of hazardous situations on life, property, and the environment through effective response, prevention, and preparedness programs while maintaining a high level of employee efficiency, safety and well-being.</i>

SERVICE PROGRAM

The Metropolitan Medical Response System Grant (MMRS) provides major funding to further enhance and maintain integrated, systematic preparedness for local response to weapons of mass destruction (WMD) high-casualty events until significant external assistance arrives. The funding assists local jurisdictions to focus on being prepared for events of chemical, biological, radiological or nuclear (CBRN) nature; epidemic disease outbreaks, large scale hazardous materials accidents, explosive agents and major natural disasters.

SPECIAL REVENUE FUND

FIRE DEPARTMENT		ACCOUNTING UNIT			
Metropolitan Medical Response System Grant (all years)		14615364			
Object Code	LINE ITEM RESOURCES	ACTUAL FY 07-08	ACTUAL FY 08-09	PROJECTED FY 09-10	PROPOSED FY 10-11
61000	Salaries Regular	25,828	30,916	31,045	0
61040	Salaries Overtime	0	22,533	0	0
61100	Retirement-Employer Contrib	5,940	5,927	7,606	0
61120	Medicare Insurance	0	351	450	0
61130	Health Insurance	2,225	2,868	3,715	0
61170	Retiree Health Benefits	0	526	543	0
61180	Worker Compensation Insurance	2,245	3,242	3,005	0
	SUBTOTAL PERSONNEL	36,238	66,363	46,364	0
62120	Training, Transpo, Meeting	15,172	4,465	47,460	0
62300	Contract Svs-Professional	600	0	0	0
	SUBTOTAL CONTRACTUAL	15,772	4,465	47,460	0
63001	Misc Office Expenses	102,387	174,065	221,482	
63100	Uniforms & Tools	0	0	0	0
	SUBTOTAL COMMODITIES	102,387	174,065	221,482	0
65400	Indirect Costs	0	137	1,097	0
	SUBTOTAL FIXED CHARGES	0	137	1,097	0
66400	Machinery & Equipment	32,703	0	0	0
66510	Computer Software	0	921	0	0
	SUBTOTAL CAPITAL	32,703	921	0	0
	TOTAL	187,100	245,952	316,403	0

Class Code	AUTHORIZED PERSONNEL	ADOPTED FY 09-10		PROPOSED FY 10-11	
		Full Time	Part Time	Full Time	Part Time

SPECIAL REVENUE FUND

LIBRARY
Public Library Fund Grant

PROGRAM
15211150

Statement of Purpose

To enhance our existing book collection by providing educational, recreational, & cultural materials and to provide services which promote literacy, enhance academic success & enhance personal growth in our library patrons.

SERVICE PROGRAM

The Public Library Fund (PLF) provides direct state aid to California public libraries for basic public library service. The funds assure the availability to every resident of the state an adequate level of public library service regardless of the taxable wealth of the local jurisdiction providing the service. Localities may use the funds freely so long as the funds serve the public library purposes stated in the law.

SPECIAL REVENUE FUND

LIBRARY		ACCOUNTING UNIT			
Public Library Fund Grant		15211150			
Object Code	LINE ITEM RESOURCES	ACTUAL FY 07-08	ACTUAL FY 08-09	PROJECTED FY 09-10	PROPOSED FY 10-11
REVENUES					
51000	Prior Year Balance	0	0	0	186,688
52025	State Grant Direct	135,765	120,254	120,254	125,972
	TOTAL REVENUES	<u>135,765</u>	<u>120,254</u>	<u>120,254</u>	<u>312,660</u>
EXPENDITURES					
62140	Membership, Subscription And Dues	0	0	34,975	43,544
62300	Contract Services-Professional	0	(47,144)	0	0
63001	Misc Office Expense	0	2,713	0	0
66200	Building Improvements	0	144,639	0	0
66220	IMP Other Than Bld	0	5,511	0	0
66600	Books Records Video	43,602	36,262	277,685	269,116
	TOTAL EXPENDITURES	<u>43,602</u>	<u>141,981</u>	<u>312,660</u>	<u>312,660</u>
Class Code	AUTHORIZED PERSONNEL	ADOPTED FY 09-10		APPROVED FY 10-11	
		Full Time	Part Time	Full Time	Part Time

SPECIAL REVENUE FUNDS

PARKS, RECREATION & COMMUNITY SERVICES		ACCOUNT UNIT 16913			
Recreation Grants		Activity Various			
Object Code	LINE ITEM RESOURCES	ACTUAL FY 07-08	ACTUAL FY 08-09	PROJECTED FY 09-10	PROPOSED FY 10-11
REVENUES					
52001	Federal Grant-Indirect	5,967	0	0	0
52001	Federal Grant-Indirect	17,899	0	0	0
52040	OCTA-Transport Vietnam Sr	55,969	59,405	63,003	67,435
53617	Site Plan Review Check	4,477	0	0	0
52025	State Grant-Direct	2,232,052	0	0	0
52040	Grant-Other	139,307	147,860	156,817	167,850
52040	Grant-Other	12,909	0	0	0
50504	St. Urban Parks & Health Com.	546,249	0	0	0
	TOTAL REVENUES	<u>3,014,829</u>	<u>207,265</u>	<u>219,820</u>	<u>235,285</u>
EXPENDITURES					
16913201	OCTA-VNCOG Sr. Mobility Program	55,969	59,404	63,003	67,435
16913202	OCTA Sr. Mobility Program FY06	139,307	147,860	156,817	167,850
16913203	The Wildlands Conservancy	0	25,682	0	0
16913262	Habitat Conservation Fund	0	144,822	0	0
16913263	California State Park Bond	0	695,093	0	0
16913207	FACT Program FY 2008	0	410	0	0
16913208	FACT Program FY 2009	0	27,172	0	0
	TOTAL EXPENDITURES	<u>195,276</u>	<u>1,100,443</u>	<u>219,820</u>	<u>235,285</u>
Class Code	AUTHORIZED PERSONNEL	ADOPTED FY 09-10		PROPOSED FY 10-11	
		Full Time	Part Time	Full Time	Part Time
16913202	OCTA Senior Mobility		17.00		14.00
	TOTAL	<u>0.00</u>	<u>17.00</u>	<u>0.00</u>	<u>14.00</u>

SPECIAL REVENUE FUNDS

PARKS, RECREATION & COMMUNITY SERVICES OCTA-VNCOC Senior Mobility Program		PROGRAM 16913201			
Statement of Purpose					
<p><i>To provide transportation to Vietnamese Community of Orange County (VNCOC) seniors to and from the VNCOC where they can engage in educational and health & wellness programs.</i></p>					
Object Code	LINE ITEM RESOURCES	ACTUAL FY 07-08	ACTUAL FY 08-09	PROJECTED FY 09-10	PROPOSED FY 10-11
62300	Contract Services-Professional	55,969	59,404	63,003	67,435
	SUBTOTAL CONTRACTUAL	55,969	59,404	63,003	67,435
	TOTAL	<u>55,969</u>	<u>59,404</u>	<u>63,003</u>	<u>67,435</u>

SPECIAL REVENUE FUNDS

PARKS, RECREATION & COMMUNITY SERVICES		PROGRAM		
OCTA Senior Mobility Program		16913202		
Statement of Purpose				
<p><i>To provide transportation to seniors to and from the senior centers where they can engage in educational and health & wellness programs.</i></p>				
Accomplishments in FY 08-09 and FY 2009-10				
<ul style="list-style-type: none"> * Partnered with Cal Optima to increase senior participation. * Increased passenger ridership by enhancing marketing to the community 				
Action Plan for FY 2010-11				
<ul style="list-style-type: none"> * Continue to partner with cal Optima to increase senior participation. * Increase passenger ridership by enhancing outreach to the community. 				
PERFORMANCE MEASURES	Actual	Actual	Estimated	Objective
	FY 07-08	FY 08-09	FY 09-10	
Service Level Number of clients served	23,000	32,000	35,000	36,000

SPECIAL REVENUE FUNDS

PARKS, RECREATION & COMMUNITY SERVICES		ACCOUNT UNIT			
OCTA Senior Mobility Program		16913202			
Object Code	LINE ITEM RESOURCES	ACTUAL FY 07-08	ACTUAL FY 08-09	PROJECTED FY 09-10	PROPOSED FY 10-11
61000	Salaries Regular	0	0	0	0
61020	Salaries Part-Time	108,502	118,909	134,406	144,600
61100	Retirement-Employer Contribution	71	133	5,040	0
61110	Part-Time Retirement	0	0	0	5,425
61120	Medicare Insurance	1,517	1,670	1,949	2,095
61180	Worker Compensation Insurance	3,122	3,409	3,978	4,280
	SUBTOTAL PERSONNEL	----- 113,212	----- 124,122	----- 145,373	----- 156,400
62300	Contract Services-Professional	8,200	7,698	334	340
	SUBTOTAL CONTRACTUAL	----- 8,200	----- 7,698	----- 334	----- 340
63001	Misc Office Expenses	2,537	126	500	500
	SUBTOTAL COMMODITIES	----- 2,537	----- 126	----- 500	----- 500
65010	Rental City Equipment	15,358	15,915	10,610	10,610
	SUBTOTAL FIXED CHARGES	----- 15,358	----- 15,915	----- 10,610	----- 10,610
	TOTAL	=====	=====	=====	=====
Class Code	AUTHORIZED PERSONNEL	APPROVED FY 09-10		PROPOSED FY 10-11	
		Full Time	Part Time	Full Time	Part Time
8160	Program Coordinator		2.00		2.00
9400	Senior Program Leader		7.00		8.00
9360	Program Leader II		6.00		4.00
	TOTAL	----- 0.00	----- 15.00	----- 0.00	----- 14.00
		=====	=====	=====	=====

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**ENTERPRISE FUNDS
RESOURCE SUMMARY**

Parking Enterprise - CDA

ACTIVITIES		ACTUAL FY 07-08	ACTUAL FY 08-09	PROJECTED FY 09-10	PROPOSED FY 10-11
REVENUES					
55000	Parking Violation Revenue	638,734	584,069	400,000	400,000
	SUBTOTAL RENTAL INCOME	<u>638,734</u>	<u>584,069</u>	<u>400,000</u>	<u>400,000</u>
53804	Parking Meter Revenue	1,104,682	1,084,063	1,000,000	1,000,000
	SUBTOTAL RENTAL GOV. ENTITIES	<u>1,104,682</u>	<u>1,084,063</u>	<u>1,000,000</u>	<u>1,000,000</u>
57000	Expense Reimbursement	129	7,458	500	3,500
57990	Miscellaneous Income	1,296	1,243	0	0
53800	Parking Fees-Surface Lots	1,110,890	1,140,719	1,100,000	1,050,000
59000	Lease Income from Fund 11	852,080	1,447,425	1,524,055	1,078,750
58000	Earnings on Investments	80,675	60,776	65,000	60,000
58003	Investment Income - Debt Serv	192	35	0	0
59000	Transfer from Fund 93	63,000	0	0	0
	SUBTOTAL MISCELLANEOUS	<u>2,108,262</u>	<u>2,657,656</u>	<u>2,689,555</u>	<u>2,192,250</u>
	TOTAL REVENUES	<u><u>3,851,679</u></u>	<u><u>4,325,788</u></u>	<u><u>4,089,555</u></u>	<u><u>3,592,250</u></u>
EXPENDITURES					
02718860	Parking Meter Fund	1,146,689	1,077,772	1,350,600	1,165,495
02718861	Parking Facilities	942,106	902,501	1,887,490	987,490
02718020	Debt Service	1,301,969	1,247,606	1,351,465	1,439,265
	TOTAL EXPENDITURES	<u>3,390,764</u>	<u>3,227,879</u>	<u>4,589,555</u>	<u>3,592,250</u>
OPERATING EXPENSE		ACTUAL FY 07-08	ACTUAL FY 08-09	PROJECTED FY 09-10	PROPOSED FY 10-11
61000	Personnel	575,915	617,295	727,385	676,205
62000	Contractual	1,172,339	1,137,865	1,363,460	1,261,310
63000	Commodities	21,072	16,855	31,000	28,000
65000	Fixed Charges	176,358	188,200	186,245	162,470
66000	Capital	143,111	20,058	930,000	25,000
67000	Debt Service	466,969	442,606	421,465	384,265
	TOTAL	<u>2,555,764</u>	<u>2,422,879</u>	<u>3,659,555</u>	<u>2,537,250</u>
67300	Bond Principal (Principal Paid)	835,000	805,000	930,000	1,055,000
Class Code	AUTHORIZED PERSONNEL	ADOPTED FY 09-10		PROPOSED FY 10-11	
		Full Time	Part Time	Full Time	Part Time
0150	Senior Community Dev. Analyst	0.20		0.25	
2890	Parking Meter Operations Supervisor	1.00		1.00	
0080	Parking Meter Technician II	3.00		3.00	
3900	Parking Control Officer	3.00		3.00	
7270	Secretary	0.50		0.00	
0736	Senior Office Specialist	0.33		0.00	
	TOTAL	<u>8.03</u>		<u>7.25</u>	

ENTERPRISE FUNDS

PARKING ENTERPRISE - CDA Parking Meter & Facilities	PROGRAM Various			
Statement of Purpose				
<p><i>To effectively control the availability, rates, and duration of use of public on-street parking in the Downtown area and in the Willard Street neighborhood.</i></p> <p>The City of Santa Ana has four parking garages operating in the Downtown area. In order to properly control the inventory and rates for available downtown parking, the Parking Meter Program operates and manages approximately 1,400 metered spaces throughout the area. The cost of the program is funded from meter revenues and parking fines. Excess revenue is allocated to parking garage debt service.</p>				
Accomplishments in FY 08-09 & FY 09-10				
<ul style="list-style-type: none"> * Refurbished standard meter housing. * Replaced obsolete meter heads in the Willard area and Mid-Town. * Implemented structural improvements to parking garages. * Awarded contract for modernization of parking control equipment at Third & Broadway and Fifth & Spurgeon garages. * Facilitated facade repair and enhancement at Fifth & Main garage. * Identified renovation improvements for Fiesta Marketplace Garage. 				
Action Plan for FY 2010-11				
<ul style="list-style-type: none"> * Replace substandard meter housings. * Replace damaged/missing parking meter housings. * Implement a trial program on new Smart Meters to allow for the utilization of credit cards. * Replace single-space parking meters with pay-on-foot station at the Third Street and Bush parking lot. * Coordinate installation of parking control equipment at two garages with Public Works Agency and the parking management company. * Facilitate improvements at the Fifth & French garage. * Facilitate exterior renovations of 5th and French parking structure. 				
PERFORMANCE MEASURES	Actual	Actual	Estimated	Objective
	FY 07-08	FY 08-09	FY 09-10	FY 10-11
Service Level				
No. of parking meters maintained	1,400	1,428	1,428	1,428
No. of meters maintained per technician	467	476	476	476
Efficiency				
Annual revenue collected per meter	\$789	\$756	\$700	\$700
Meter revenue collected per technician	\$368,227	\$360,000	\$333,333	\$333,333
Effectiveness				
Annual meter revenue collection	\$1,104,682	\$1,080,000	\$1,000,000	\$1,000,000
Annual violation revenue generated	\$638,734	\$584,069	\$400,000	\$400,000

ENTERPRISE FUNDS

PARKING ENTERPRISE - CDA		ACCOUNT UNIT			
Parking Meter		02718860			
Account Code	LINE ITEM RESOURCES	ACTUAL FY 07-08	ACTUAL FY 08-09	PROJECTED FY 09-10	PROPOSED FY 10-11
61000	Salaries Regular	428,414	453,433	522,465	479,820
61040	Salaries Overtime	6,023	7,531	8,000	8,000
61100	Retirement-Employer Contribution	21,683	26,788	43,885	40,305
61120	Medicare Insurance	5,839	6,170	7,230	6,955
61130	Health Insurance	97,345	104,277	122,465	118,975
61170	Retiree Health Benefits	3,497	5,169	9,145	8,395
61180	Worker Compensation Insurance	13,114	13,927	14,195	13,755
	SUBTOTAL PERSONNEL	575,915	617,295	727,385	676,205
62000	Utilities	234	347	250	1,000
62010	Communications	4,546	4,183	5,000	3,000
62012	Cellular Phone Charges	2,248	2,129	3,000	2,500
62120	Training, Transportation, Meeting	120	0	1,500	2,500
62140	Membership, Subscription and Dues	0	0	1,000	1,000
62200	Advertising	654	0	500	0
62300	Contract Services-Professional	173,368	172,759	185,665	193,305
62320	M & R Buildings & Ground	0	0	10,000	5,000
62322	M & R Machinery & Equipment	2,350	1,181	60,500	42,500
62500	Rent Payments	67,369	67,585	71,375	35,835
	SUBTOTAL CONTRACTUAL	250,889	248,184	338,790	286,640
63001	Misc. Office Expenses	21,072	16,855	31,000	28,000
	SUBTOTAL COMMODITIES	21,072	16,855	31,000	28,000
65010	Rental City Equipment	36,820	33,140	33,135	25,560
65050	IS Strategic Plan	35,615	35,615	35,615	35,615
65205	Internal Departments Personnel Charges	13,150	13,845	13,850	13,850
65220	Treasury Services Charges	12,045	12,890	12,685	12,685
65230	Hearing Officer Charges	6,040	6,040	6,040	6,040
65400	Indirect Costs	59,908	73,850	72,100	55,900
	SUBTOTAL FIXED CHARGES	163,578	175,380	173,425	149,650
66400	Machinery & Equipment	135,235	20,058	80,000	25,000
	SUBTOTAL CAPITAL	135,235	20,058	80,000	25,000
	TOTAL	1,146,689	1,077,772	1,350,600	1,165,495

Class Code	AUTHORIZED PERSONNEL	ADOPTED FY 09-10		PROPOSED FY 10-11	
		Full Time		Full Time	
7584	Senior Community Development Analyst	0.20		0.25	
2890	Parking Meter Operations Supervisor	1.00		1.00	
0080	Parking Meter Technician II	3.00		3.00	
3900	Parking Control Officer *	3.00		3.00	
7270	Secretary	0.50		0.00	
7360	Senior Office Specialist	0.33		0.00	
	TOTAL	8.03		7.25	

* Positions funded by Parking Meter Program, but part of Police Department.

ENTERPRISE FUNDS

PARKING ENTERPRISE - CDA		ACCOUNT UNIT			
Parking Facilities		02718861			
Account Code	LINE ITEM RESOURCES	ACTUAL FY 07-08	ACTUAL FY 08-09	PROJECTED FY 09-10	PROPOSED FY 10-11
62300	Contract Services-Professional	<u>921,450</u>	<u>889,681</u>	<u>1,024,670</u>	<u>974,670</u>
	SUBTOTAL CONTRACTUAL	921,450	889,681	1,024,670	974,670
65100	Insurance Charges	<u>12,780</u>	<u>12,820</u>	<u>12,820</u>	<u>12,820</u>
	SUBTOTAL FIXED CHARGES	12,780	12,820	12,820	12,820
66200	Building Improvement	7,876	0	350,000	0
66220	Improvements Other Than Building	0	0	0	0
66400	Machinery & Equipment	<u>0</u>	<u>0</u>	<u>500,000</u>	<u>0</u>
	SUBTOTAL CAPITAL	7,876	0	850,000	0
	TOTAL	<u>942,106</u>	<u>902,501</u>	<u>1,887,490</u>	<u>987,490</u>

PARKING ENTERPRISE - CDA		ACCOUNT UNIT			
Parking Facilities (Debt Service)		02718020			
Account Code	LINE ITEM RESOURCES	ACTUAL FY 07-08	ACTUAL FY 08-09	PROJECTED FY 09-10	PROPOSED FY 10-11
62401	Trustee Fees	<u>2,406</u>	<u>3,093</u>	<u>5,000</u>	<u>5,000</u>
	SUBTOTAL CONTRACTUAL	2,406	3,093	5,000	5,000
67300	Bond Principal	835,000	805,000	930,000	1,055,000
67310	Bond Interest	<u>464,563</u>	<u>439,513</u>	<u>416,465</u>	<u>379,265</u>
	SUBTOTAL DEBT SERVICE	1,299,563	1,244,513	1,346,465	1,434,265
	TOTAL	<u>1,301,969</u>	<u>1,247,606</u>	<u>1,351,465</u>	<u>1,439,265</u>

**ENTERPRISE FUND
RESOURCE SUMMARY**

SANITARY SEWER SERVICES

ACTIVITIES		ACTUAL FY 07-08	ACTUAL FY 08-09	PROJECTED FY 09-10	PROPOSED FY 10-11
REVENUES					
50001	Balance from Prior Year	915,818	791,780	0	0
53902	Sanitary Sewer Service Charge	3,602,683	4,519,209	4,927,250	4,984,500
57010	Misc. Recoveries	7,196	2,786	0	0
58000	Earnings on Investment	41,598	37,907	40,000	40,000
	TOTAL REVENUES	----- 4,567,295 =====	----- 5,351,681 =====	----- 4,967,250 =====	----- 5,024,500 =====
EXPENDITURES					
05617640	Sewer Services	3,786,702	2,736,759	4,967,250	5,024,500
	TOTAL EXPENDITURES	----- 3,786,702 =====	----- 2,736,759 =====	----- 4,967,250 =====	----- 5,024,500 =====
OPERATING EXPENSE		ACTUAL FY 07-08	ACTUAL FY 08-09	PROJECTED FY 09-10	PROPOSED FY 10-11
61000	Personnel	1,344,201	1,400,762	1,601,975	1,570,580
62000	Contractual	833,736	731,914	883,600	1,132,100
63000	Commodities	76,377	90,206	151,000	166,000
65000	Cross Charges	429,816	446,211	477,705	519,885
66000	Capital	1,102,571	67,666	1,852,970	1,635,935
	TOTAL	----- 3,786,702 =====	----- 2,736,759 =====	----- 4,967,250 =====	----- 5,024,500 =====
Class Code	AUTHORIZED PERSONNEL	ADOPTED FY 09-10		PROPOSED FY 10-11	
		Full Time	Part Time	Full Time	Part Time
2100	Assistant Engineer II	1.50		1.50	
4215	Equip Operator - Water Services	4.00		4.00	
2129	Principal Civil Engineer	0.50		0.50	
2210	Sanitation Inspector II	1.25		1.25	
2131	Senior Civil Engineer	0.50		0.50	
4360	Street Maintenance Supervisor	0.25		0.25	
7750	Water Services Crew Leader	0.75		0.75	
7775	Water Services Supervisor	0.75		0.75	
7790	Water Services Worker II	5.00		5.00	
0920	Water Systems Operator II	0.10		0.10	
4530	Water Systems Operator III	0.10		0.10	
9230	Maintenance Aide II		0.00		1.00
	TOTAL	----- 14.70 =====	----- 0.00 =====	----- 14.70 =====	----- 1.00 =====

ENTERPRISE FUND

SANITATION ENTERPRISE - PWA
Sewer Services

ACCOUNTING UNIT
05617640

Statement of Purpose

To provide cleaning, rehabilitation, and repair of sanitary sewer facilities and remove sewer main blockages.

The Sewer Maintenance Program provides for the proper cleaning, repair, and operation of 450 miles of sanitary sewer system facilities. The program ensures compliance with the Regional Water Quality Control Board Fats, Oils, and Grease Control Program. The program is responsible for maintenance of two sewage lift stations for transporting sewage from the city to the Orange County Sanitation District.

Accomplishments in FY 08-09 & 09-10

FY 08-09

- * Cleaned 420 miles of sewer lines.
- * Inspected 270,000 linear feet (51 miles) of sewer mains using video.
- * Responded to and corrected all blockages of City sewer facilities.
- * Enforced City sewer spill response and reporting procedures for eight occurrences.
- * Constructed or rehabilitated 3,000 lineal feet of sewer main.
- * Complied with all Regional Water Quality Control Board Waste Discharge Permit requirements.
- * Began implementation of a pilot sewer rehabilitation contract for 10,000 feet of sewer pipe per year.

FY 09-10

- * Cleaned 415 miles of sewer lines.
- * Inspected 250,000 linear feet (47 miles) of sewer mains using video.
- * Responded to and corrected all blockages of City sewer facilities.
- * Enforced City sewer spill response and reporting procedures for eight occurrences.
- * Constructed or rehabilitated 10,000 linear feet of sewer main.
- * Complied with all Regional Water Quality Control Board Waste Discharge Permit requirements.

Action Plan for FY 2010-11

- * Continue management of the Fats, Oils, and Grease Control program.
- * Begin construction of the relocation and upgrade of the Segerstrom Sewer Lift Station.
- * Meet State Water Quality Control Board requirements for a sewer system management plan.
- * Meet State Water Quality Control Board requirements related to the Fats, Oils, and Grease Control Program.

PERFORMANCE MEASURES	Actual	Actual	Estimated	Objective
	FY 07-08	FY 08-09	FY 09-10	FY 10-11
Service Level				
# of miles of sewer mains cleaned	450	450	415	420
# of sewer mains TV-inspected (in lineal feet)	243,017	270,000	250,000	325,000
# of sewer main blockages cleared	24	21	22	860
# of sewer main laterals repaired/replaced	179	190	170	179
# of sewer main trouble spots cleaned	558	840	800	732
Linear feet of sewer main projects designed by City staff	2,200	3,500	10,000	3,500
Linear feet of sewer mains replaced/rehabilitated	2,200	3,000	10,000	10,000
% of sewer laterals repaired/rehabilitated within 10 working days	90	90	95	92
% of sewer inquiries responded to customer within 4 hours	100	100	100	100
% of development projects with adequate sewer system capacity	100	100	100	100
% of emergency sewer lateral repairs completed within 48 hours	100	100	100	100

ENTERPRISE FUND

SANITARY SEWER SERVICE ENTERPRISE		FUND			056
Sewer Services		Department			17
		Program			640
Account Code	LINE ITEM RESOURCES	ACTUAL FY 07-08	ACTUAL FY 08-09	PROJECTED FY 09-10	PROPOSED FY 10-11
61000	Salaries Regular	967,986	1,020,749	1,116,500	1,131,025
61020	Salaries Part-Time	14,828	6,989	0	9,960
61040	Salaries Overtime	35,499	16,736	30,000	40,000
61100	Retirement-Employer Contribution	47,399	56,254	92,500	76,115
61120	Medicare Insurance	10,381	9,836	10,490	13,685
61130	Health Insurance	160,165	172,054	173,850	175,255
61170	Retiree Health Benefits	9,522	14,739	19,270	18,915
61180	Workers Compensation Insurance	98,422	103,405	109,365	105,625
	SUBTOTAL PERSONNEL	1,344,201	1,400,762	1,551,975	1,570,580
62010	Communications	2,155	1,993	3,000	2,500
62120	Training, Transportation, Meetings	2,383	1,020	2,000	2,000
62140	Membership, Subscription, Dues	14,650	26,593	35,500	35,500
62300	Contract Services-Professional	770,320	695,918	842,100	862,100
62302	Contracted Vendor Personnel Services	44,165	4,282	50,000	0
62322	M & R Machinery & Equipment	63	2,109	1,000	230,000
	SUBTOTAL CONTRACTUAL	833,736	731,914	883,600	1,132,100
63001	Miscellaneous Office Expenses	76,377	90,206	151,000	166,000
	SUBTOTAL COMMODITIES	76,377	90,206	151,000	166,000
65010	Rental City Equipment	219,145	226,795	225,560	232,515
65240	Public Works Administrative Charges	146,970	165,710	202,730	216,275
65400	Indirect Costs	63,702	53,706	49,415	71,095
	SUBTOTAL CROSS CHARGES	429,816	446,211	527,705	519,885
66220	Improvements Other Than Buildings	1,029,028	45,157	1,852,970	1,524,935
66400	Machinery & Equipment	73,543	22,510	0	111,000
	SUBTOTAL CAPITAL	1,102,571	67,666	1,852,970	1,635,935
	TOTAL	3,786,702	2,736,759	4,967,250	5,024,500
Class Code	AUTHORIZED PERSONNEL	ADOPTED FY 09-10		PROPOSED FY 10-11	
		Full Time	Part Time	Full Time	Part Time
2100	Assistant Engineer II	1.50		1.50	
4215	Equip Operator - Water Services	4.00		4.00	
2129	Principal Civil Engineer	0.50		0.50	
2210	Sanitation Inspector II	1.25		1.25	
2131	Senior Civil Engineer	0.50		0.50	
4360	Street Maintenance Supervisor	0.25		0.25	
7750	Water Services Crew Leader	0.75		0.75	
7775	Water Services Supervisor	0.75		0.75	
7790	Water Services Worker II	5.00		5.00	
0920	Water Systems Operator II	0.10		0.10	
4530	Water Systems Operator III	0.10		0.10	
9230	Maintenance Aide II		0.00		1.00
	TOTAL	14.70	0.00	14.70	1.00

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**ENTERPRISE FUND
RESOURCE SUMMARY**

FEDERAL CLEAN WATER PROTECTION ENTERPRISE

ACTIVITIES		ACTUAL FY 07-08	ACTUAL FY 08-09	PROJECTED FY 09-10	PROPOSED FY 10-11
REVENUES					
50001	Balance From Prior Year	1,225,188	465,679	200,000	760,510
53727	NPDES - Surcharge	2,273,787	627	2,582,080	0
53604	NPDES - Plan Check	0	12,917	0	8,340
53617	NPDES - Site Plan Review	0	14,430	0	850
53621	NPDES - Building Permit	0	11,067	0	4,100
53622	NPDES - Plumbing Permit	0	5,486	0	4,570
53623	NPDES - Grading Permit	0	3,784	0	720
53708	NPDES - Sewer Lateral	0	3,009	0	1,080
53711	NPDES - Street Work Permit	0	16,819	0	38,800
53721	NPDES - Sewer	0	230,577	0	292,225
53722	NPDES - Water	0	1,244,311	0	1,437,235
53723	NPDES - Refuse Residential	0	134,289	0	139,650
53724	NPDES - Refuse Non-Residential	0	645,725	0	660,500
57000	Cost Reimbursement	8,600	0	0	0
57010	Miscellaneous Recoveries	300	200	0	0
58000	Earnings on Investments	40,793	11,424	19,000	7,500
	TOTAL REVENUES	3,548,668	2,800,342	2,801,080	3,356,080
EXPENDITURES					
05717640	Fed Clean Water Protection Enterprise	3,136,115	2,306,969	2,801,080	3,356,080
	TOTAL EXPENDITURES	3,136,115	2,306,969	2,801,080	3,356,080

OPERATING EXPENSE		ACTUAL FY 07-08	ACTUAL FY 08-09	PROJECTED FY 09-10	PROPOSED FY 10-11
61000	Personnel	1,232,911	848,886	799,950	897,305
62000	Contractual	675,523	827,978	1,153,250	1,078,250
63000	Commodities	1,472	854	2,000	2,500
65000	Cross Charges	747,024	537,560	631,995	703,440
66000	Capital	479,186	91,691	200,700	200,200
69000	Miscellaneous Expenditures	0	0	13,185	474,385
	TOTAL	3,136,115	2,306,969	2,801,080	3,356,080

Class Code	AUTHORIZED PERSONNEL	ADOPTED FY 09-10		PROPOSED FY 10-11	
		Full Time	Part Time	Full Time	Part Time
2100	Assistant Engineer II	0.25		1.05	
0315	Deputy City Engineer	0.00		0.25	
4250	Equipment Operator - Motor Sweeper	4.00		4.00	
3900	Parking Control Officer	1.00		1.00	
2129	Principal Civil Engineer	0.25		0.25	
2110	Sanitation Inspector II	0.50		0.50	
1600	Senior Assistant Engineer	0.50		0.00	
2131	Senior Civil Engineer	0.70		0.70	
	Total	7.20		7.75	

ENTERPRISE FUND

FEDERAL CLEAN WATER PROTECTION ENTERPRISE - PWA
Federal Clean Water Protection

ACCOUNTING UNIT
05717640

Statement of Purpose

To provide storm drain systems operation and maintenance, and pollution reduction under the National Pollutant Discharge Elimination System permit issued by the Santa Ana Region Water Quality Control Board in May 2009.

Accomplishments in FY 08-09 & 09-10

FY 08-09

- * Inspected all high- and medium-priority industrial sites to ensure compliance with the permit.
- * Bid and awarded NPDES Capital Project to ensure City Yard compliance with the NPDES permit.
- * Ensured NPDES construction compliance of all Public Works and private development projects.
- * Participated in all countywide committees to ensure the City's interests are protected relative to the NPDES Program.
- * Submitted annual reports as required by the NPDES permit.
- * Began follow-up restaurant inspections for infractions submitted by the County.
- * Inspected all Citywide facilities for compliance with the NPDES permit.
- * Participated in the Orange County Permittee Advisory Group to help form a model water quality management plan

FY 09-10

- * Inspected all high- and medium-priority industrial sites to ensure compliance with new permit requirements.
- * Ensured NPDES construction compliance of all Public Works and private development projects.
- * Participated in countywide committees to ensure the City's interests are protected relative to the NPDES Program. Programs include PAG (Permit Advisory Group), Upper Newport Bay Executive & Management Committee, OCTA ECAC (Environmental Cleanup Allocation Committee), Inspection Subcommittee.
- * Submitted annual reports as required by the NPDES permit.
- * Continued follow-up restaurant inspections for infractions submitted by the County.
- * Inspected all citywide facilities for compliance with the NPDES permit.
- * Prepared staff, consultant contracts, operational requirements for new NPDES requirements.

Action Plan for FY 2010-11

- * Continue training City staff and contract field operations to ensure compliance with the NPDES permit.
- * Utilize videos produced with the Proposition 13 public education and outreach grants within residential and business communities to reduce storm water pollution.
- * Inspect all construction projects (public and private) at least once during the wet season.
- * Inspect all commercial/industrial sites as required by the NPDES permit.
- * Identify remaining industrial facilities that do not have business permits and prioritize facilities into low, medium or high priority
- * Explore grant opportunities for possible capital improvement/water quality projects
- * Update policy and procedure guidelines for citywide maintenance and operations compliance with NPDES requirements.

PERFORMANCE MEASURES	Actual	Actual	Estimated	Objective
	FY 07-08	FY 08-09	FY 09-10	FY 10-11
Service Level				
Miles of channels cleaned	4.6	4.6	4.6	4.6
# of catch basins cleaned	1,010	1,508	1,508	1,508
# of development sites inspected	78	50	40	40
# of industrial sites inspected	116	115	115	115
# of commercial sites inspected	350	300	300	300
# of meetings attended as co-permittee	25	25	25	25
# of capital improvement projects inspected	37	35	45	45

ENTERPRISE FUND

FEDERAL CLEAN WATER PROTECTION ENTERPRISE		FUND 057			
Federal Clean Water Protection		Department 17			
		Program 640			
Account Code	LINE ITEM RESOURCES	ACTUAL FY 07-08	ACTUAL FY 08-09	PROJECTED FY 09-10	PROPOSED FY 10-11
61000	Salaries Regular	902,769	655,705	611,130	698,580
61040	Salaries Overtime	17,933	3,030	5,000	5,000
61100	Retirement-Employer Contribution	44,020	37,201	50,455	46,565
61120	Medicare Insurance	4,543	3,366	3,780	4,985
61130	Health Insurance	132,130	96,994	72,070	84,575
61170	Retiree Health Benefits	8,107	7,961	10,510	11,405
61180	Workers Compensation Insurance	71,112	44,629	47,005	46,195
	SUBTOTAL PERSONNEL	1,180,614	848,886	799,950	897,305
62010	Communications	1,058	1,245	1,250	1,250
62120	Training, Transportation, Meetings	150	0	2,000	2,000
62300	Contract Services-Professional	674,314	792,939	1,150,000	1,075,000
62302	Contracted Vendor Personnel Services	0	33,794	0	0
	SUBTOTAL CONTRACTUAL	675,523	827,978	1,153,250	1,078,250
63001	Miscellaneous Office Expenses	1,472	854	2,500	2,500
	SUBTOTAL COMMODITIES	1,472	854	2,500	2,500
65010	Rental City Equipment	438,267	452,140	452,140	486,600
65100	Insurance Charges	51,935	51,935	51,935	51,935
65205	Internal Department Personnel Charges	52,297	0	0	0
65240	Public Works Administrative Charges	198,910	0	101,365	122,550
65400	Indirect Costs	57,912	33,485	26,555	42,355
	SUBTOTAL CROSS CHARGES	799,321	537,560	631,995	703,440
66220	Improvements Other Than Buildings	478,898	91,691	200,000	200,000
66510	Computer Software	289	0	0	0
66600	Books Records Video	0	0	200	200
	SUBTOTAL CAPITAL	479,186	91,691	200,200	200,200
69011	Reserve For Appropriation	0	0	13,185	474,385
	SUBTOTAL MISCELLANEOUS	0	0	13,185	474,385
	TOTAL	3,136,115	2,306,969	2,801,080	3,356,080
Class Code	AUTHORIZED PERSONNEL	ADOPTED FY 09-10		PROPOSED FY 10-11	
		Full Time	Part Time	Full Time	Part Time
2100	Assistant Engineer II	0.25		1.05	
0315	Deputy City Engineer	0.00		0.25	
4250	Equipment Operator - Motor Sweeper	4.00		4.00	
3900	Parking Control Officer	1.00		1.00	
2129	Principal Civil Engineer	0.25		0.25	
2210	Sanitation Inspector II	0.50		0.50	
1600	Senior Assistant Engineer	0.50		0.00	
2131	Senior Civil Engineer	0.70		0.70	
	Total	7.20		7.75	

**ENTERPRISE FUND
RESOURCE SUMMARY**

WATER ENTERPRISE - PWA

ACTIVITIES	ACTUAL FY 07-08	ACTUAL FY 08-09	PROJECTED FY 09-10	PROPOSED FY 10-11
REVENUES				
50001 Balance from Prior Year	3,268,400	3,480,631	515,120	3,089,090
53712 Water Sales - Regular	37,081,206	41,245,775	46,148,340	45,200,830
53713 Fireline Service Charge	231,932	236,276	230,000	230,000
53714 Basic Service Charge	3,669,789	3,685,346	3,650,000	3,650,000
53715 Reconnection Charge	137,607	130,214	100,000	109,000
53716 After Hours Service Charges	303	1,531	0	0
53717 Tag Fee	198,367	189,532	150,000	180,000
53720 Penalties & Service Charges	847,770	912,265	800,000	900,000
53725 Water Sales - Misc.	79,114	18,271	100,000	55,000
57006 Expense Reimbursement	110,339	0	0	0
57011 Misc. Refunds/Recoveries	0	85,709	0	0
57960 Rental of Property	300,000	300,000	300,000	150,000
58000 Earnings on Investments	602,237	295,541	500,000	125,000
TOTAL WATER FUND REVENUES	<u>46,527,064</u>	<u>50,581,091</u>	<u>52,493,460</u>	<u>53,688,920</u>
EXPENDITURES				
06017020 Water Revenue Bond Debt Service	1,519,138	1,518,650	1,518,170	1,517,655
06017020 Utility Loan Repayment	199,870	199,870	199,870	199,870
06017640 Water Production & Supply	18,993,276	22,902,845	25,885,075	24,304,060
06017641 Water Systems Maintenance	3,298,717	3,189,047	3,848,000	3,879,800
06017642 Miscellaneous Operating Expenses	10,865,596	10,995,355	12,096,580	12,820,150
06417644 Water Quality & Measurement	1,376,129	1,558,179	1,788,930	2,142,405
06017645 Water Administration & Engineering	3,176,256	3,781,688	4,386,375	4,034,295
06617647 Water Capital Construction	7,951,066	4,931,632	2,770,460	4,790,685
TOTAL	<u>47,380,048</u>	<u>49,077,266</u>	<u>52,493,460</u>	<u>53,688,920</u>
OPERATING EXPENSE				
61000 Personnel	3,925,736	4,219,904	4,511,305	4,121,485
62000 Contractual	12,637,498	13,211,222	12,340,090	11,850,115
63000 Commodities	5,935,544	9,567,244	14,667,135	13,960,085
65000 Fixed Charges	14,494,623	15,232,211	16,226,430	17,005,025
66000 Capital	8,667,640	5,128,166	3,030,460	5,034,685
67000 Debt Service	1,719,007	1,718,520	1,718,040	1,717,525
TOTAL	<u>47,380,048</u>	<u>49,077,266</u>	<u>52,493,460</u>	<u>53,688,920</u>

**ENTERPRISE FUND
RESOURCE SUMMARY**

WATER ENTERPRISE - PWA

Class Code	AUTHORIZED PERSONNEL	ADOPTED FY 09-10		PROPOSED FY 10-11	
		Full Time	Part Time	Full Time	Part Time
2100	Assistant Engineer II	2.50		2.50	
4125	Assistant Instrument Technician	1.00		1.00	
1040	Associate Parks & Landscape Planner	0.00		0.25	
2240	Construction Inspector I	0.50		0.50	
4215	Equipment Operator - Water Services	4.00		4.00	
4130	Instrument Technician	1.00		1.00	
2129	Principal Civil Engineer	1.50		1.50	
2131	Senior Civil Engineer	1.50		1.50	
6240	Senior Water Systems Operator	1.00		1.00	
4410	Water Resources Manager	1.00		1.00	
7750	Water Services Crew Leader	1.25		1.25	
7756	Water Services Meter Repairer II	3.00		3.00	
7760	Water Services Quality Coordinator	1.00		1.00	
7765	Water Services Quality Inspector	1.00		1.00	
7770	Water Services Quality Supervisor	1.00		1.00	
7775	Water Services Supervisor	1.25		1.25	
7780	Water Services Utility Inspector	1.00		1.00	
7790	Water Services Worker II	8.00		4.00	
0920	Water Systems Operator II	1.90		1.90	
4530	Water Systems Operator III	1.90		1.90	
8000	Administrative Intern, P/T		1.00		1.00
9130	Engineering Intern, P/T		4.00		4.00
9230	Maintenance Aide II, P/T		0.00		3.00
9260	Senior Maintenance Worker, P/T		1.00		2.00
	TOTAL	----- 35.30 =====	----- 6.00 =====	----- 31.55 =====	----- 10.00 =====

ENTERPRISE FUND

WATER ENTERPRISE - PWA		FUND 060			
Water Inter Fund Transfers		Department 17			
		Program 019			
Account Code	LINE ITEM RESOURCES	ACTUAL FY 07-08	ACTUAL FY 08-09	PROJECTED FY 09-10	PROPOSED FY 10-11
68000	Transfer to Fund 66 Acquisition & Constr.	4,192,840	5,345,370	2,770,460	5,886,440
	SUBTOTAL TRANSFERS OUT	----- 4,192,840	----- 5,345,370	----- 2,770,460	----- 5,886,440
	TOTAL	----- 4,192,840 =====	----- 5,345,370 =====	----- 2,770,460 =====	----- 5,886,440 =====
<p>The purpose of this program is to place the Water Utility on a cost-basis directly comparable, including tax charges and profits, to privately-owned systems. Funds are then applied to water production, maintenance, and servicing accounts, and the remainder is transferred to utility capital accounts for acquisition and construction.</p>					

ENTERPRISE FUND

WATER ENTERPRISE - PWA
Water Utility Loan Repayment

FUND 060
Department 17
Program 020

Account Code	LINE ITEM RESOURCES	ACTUAL FY 07-08	ACTUAL FY 08-09	PROJECTED FY 09-10	PROPOSED FY 10-11
67000	Loan Payment OCWD	199,870	199,870	199,870	199,870
	SUBTOTAL DEBT SERVICE	----- 199,870	----- 199,870	----- 199,870	----- 199,870
	TOTAL	=====	=====	=====	=====
<p>The City of Santa Ana entered into an agreement with the Orange County Water District for a low interest loan to construct three (3) new conjunctive use water production wells. These wells were completed in FY 96-97 and the twelfth loan payment of \$199,870 is due during FY 10-11. The loan term is for 20 years.</p>					

ENTERPRISE FUND

WATER ENTERPRISE - PWA		FUND		060	
Water Revenue Bond Debt Service		Department		17	
		Program		020	
FY Ending June 30th	PRINCIPAL Due Sept. 1	INTEREST Due Sept. 1	INTEREST Due March 1	TOTAL INTEREST	TOTAL DEBT SERVICE
2005	0.00	406,197.05	395,218.75	801,415.80	801,415.80
2006	740,000.00	395,218.75	387,818.75	783,037.50	1,523,037.50
2007	750,000.00	387,818.75	379,381.25	767,200.00	1,517,200.00
2008	770,000.00	379,381.25	369,756.25	749,137.50	1,519,137.50
2009	790,000.00	369,756.25	358,893.75	728,650.00	1,518,650.00
2010	810,000.00	358,893.75	349,275.00	708,168.75	1,518,168.75
2011	830,000.00	349,275.00	338,381.25	687,656.25	1,517,656.25
2012	855,000.00	338,381.25	326,090.63	664,471.88	1,519,471.88
2013	880,000.00	326,090.63	312,340.63	638,431.26	1,518,431.26
2014	900,000.00	312,340.63	297,153.13	609,493.76	1,509,493.76
2015	930,000.00	297,153.13	280,878.13	578,031.26	1,508,031.26
2016	965,000.00	280,878.13	263,387.50	544,265.63	1,509,265.63
2017	1,000,000.00	263,387.50	244,387.50	507,775.00	1,507,775.00
2018	1,040,000.00	244,387.50	218,387.50	462,775.00	1,502,775.00
2019	1,095,000.00	218,387.50	191,012.50	409,400.00	1,504,400.00
2020	1,145,000.00	191,012.50	165,250.00	356,262.50	1,501,262.50
2021	1,195,000.00	165,250.00	135,375.00	300,625.00	1,495,625.00
2022	1,255,000.00	135,375.00	104,000.00	239,375.00	1,494,375.00
2023	1,320,000.00	104,000.00	71,000.00	175,000.00	1,495,000.00
2024	1,385,000.00	71,000.00	36,375.00	107,375.00	1,492,375.00
2025	1,455,000.00	36,375.00	0.00	36,375.00	1,491,375.00
	<u>20,110,000.00</u>	<u>5,630,559.57</u>	<u>5,224,362.52</u>	<u>10,854,922.09</u>	<u>30,964,922.09</u>

SANTA ANA FINANCING AUTHORITY
WATER REVENUE BONDS, SERIES 2004

SCHEDULE OF ANNUAL DEBT SERVICE

This debt service schedule pertains to Water Refunding Revenue Bonds Series 2004 authorized and issued by the Santa Ana Financing Authority (SAFA) in 2004 for \$20,110,000. This activity accounts for all monies needed to meet the debt service requirements each fiscal year, with interest payments due semi-annually on September 1 and March 1. Final payment on this bonded debt is scheduled in FY 2025.

	ACTUAL FY 08-09	PROJECTED FY 09-10	PROPOSED FY 10-11
67300 Bond Principal	790,000	810,000	830,000
67310 Bond Interest	728,650	708,170	687,655
	-----	-----	-----
TOTAL	1,518,650	1,518,170	1,517,655
	=====	=====	=====

ENTERPRISE FUNDS

WATER ENTERPRISE - PWA
Water Production & Supply

ACCOUNTING UNIT
06017640

Statement of Purpose

To provide all residents with a reliably produced, stored, and treated drinking water supply that is pure and safe to drink.

This program supplies water from local water wells and from the Metropolitan Water District of Southern California (MWDSC). This achieves the most cost-effective source of water by maintaining a ratio of 62% well water and 38% imported water. The program involves the operation and maintenance of 20 wells, 27 pumps, eight reservoirs, seven imported water connections, control facilities, and a Supervisory Control and Data Acquisition (SCADA) system necessary to accomplish these goals.

Accomplishments in FY 08-09 & 09-10

FY 08-09

- * Operated and maintained water production and supply facilities in accordance with industry standards.
- * Optimized the production ratio between groundwater and imported water from MWDSC.
- * Completed booster pump rehabilitations for one pump.
- * Completed equipment and casing rehabilitation for Well 24 for enhanced efficiency.
- * Participated in well in-lieu groundwater storage program in cooperation with the Orange County Water District.
- * Completed the variable frequency drive installations at Well 38.

FY 09-10

- * Operated and maintained water production and supply facilities in accordance with industry standards.
- * Began installation of variable frequency drives at South Station.
- * Optimized the production ratio between groundwater and imported water from MWDSC.
- * Completed booster pump rehabilitations for two pumps.
- * Participated in well in-lieu groundwater storage program in cooperation with the Orange County Water District.
- * Completed replatements of chlorination system equipment.
- * Completed the variable frequency drive installations at Well 28.

Action Plan for FY 2010-11

- * Upgrade facilities maintenance system.
- * Install variable frequency drives at East Station.

PERFORMANCE MEASURES	Actual	Actual	Estimated	Objective
	FY 07-08	FY 08-09	FY 09-10	FY 10-11
Service Level				
# of gallons produced per day from wells (in millions)	30.8	31.5	27.6	22.1
# of gallons imported per day (in millions)	7.6	5.2	8.1	13.6
# of water system stations monitored (RTU) per year	37	39	39	39
Effectiveness				
# of in-service reservoir inspections performed per year	8	8	8	8
# of customer water service interruptions due to water production equipment outages	0	0	0	0
% of adherence to the Orange County Basin Equity Plan to provide the maximum water supply from local sources	100	100	100	100

ENTERPRISE FUND

WATER ENTERPRISE - PWA		FUND 060			
Water Production & Supply		Department 17			
		Program 640			
Account Code	LINE ITEM RESOURCES	ACTUAL FY 07-08	ACTUAL FY 08-09	PROJECTED FY 09-10	PROPOSED FY 10-11
61000	Salaries Regular	777,385	803,055	702,260	716,685
61020	Salaries Part-Time	22,973	32,400	30,785	47,295
61040	Salaries Overtime	43,348	40,000	35,000	35,000
61100	Retirement-Employer Contribution	37,427	67,475	59,160	49,745
61120	Medicare Insurance	8,949	8,970	8,430	10,010
61130	Health Insurance	115,767	186,450	98,235	114,745
61170	Retiree Health Benefits	7,158	11,045	12,085	10,840
61180	Workers Compensation Insurance	80,175	81,160	65,465	70,740
	SUBTOTAL PERSONNEL	1,093,181	1,230,555	1,011,420	1,055,060
62000	Utilities	2,131,176	2,443,300	2,051,690	1,953,990
62010	Communications	50,174	30,000	15,000	14,000
62120	Training, Transportation, Meetings	6,483	7,500	7,500	7,500
62140	Membership, Subscription, Dues	56,811	88,430	88,430	98,430
62300	Contract Services-Professional	8,702,232	8,741,200	7,271,900	6,713,095
62320	M & R Buildings & Grounds	22,824	30,000	30,000	30,000
62321	M & R Improvements	0	5,000	50,000	30,000
62322	M & R Machinery & Equipment	244	10,000	10,000	10,000
	SUBTOTAL CONTRACTUAL	10,969,944	11,355,430	9,524,520	8,857,015
63001	Miscellaneous Office Expenses	5,197,991	8,901,100	13,759,160	12,863,620
	SUBTOTAL COMMODITIES	5,197,991	8,901,100	13,759,160	12,863,620
65010	Rental City Equipment	91,630	71,650	61,895	63,790
65050	IS Strategic Plan	517,480	517,480	517,480	517,480
65100	Insurance Charges	721,995	721,995	721,995	721,995
65400	Indirect Costs	53,017	42,635	33,105	48,100
	SUBTOTAL CROSS CHARGES	1,384,122	1,353,760	1,334,475	1,351,365
66400	Machinery & Equipment	345,786	60,000	221,500	125,000
66510	Computer Software	2,156	0	32,000	50,000
66600	Books, Records, Videos	96	2,000	2,000	2,000
	SUBTOTAL CAPITAL	348,038	62,000	255,500	177,000
	TOTAL	18,993,276	22,902,845	25,885,075	24,304,060
Class Code	AUTHORIZED PERSONNEL	APPROVED FY 09-10		PROPOSED FY 10-11	
		Full Time	Part Time	Full Time	Part Time
4125	Assistant Instrument Technician	1.00		1.00	
4130	Instrument Technician	1.00		1.00	
2129	Principal Civil Engineer	0.70		0.70	
6240	Senior Water Systems Operator	1.00		1.00	
4410	Water Resources Manager	0.50		0.50	
0920	Water Systems Operator II	1.90		1.90	
4530	Water Systems Operator III	1.90		1.90	
8000	Administrative Intern, P/T		1.00		1.00
9260	Senior Maintenance Worker, P/T		1.00		2.00
	TOTAL	8.00	2.00	8.00	3.00

ENTERPRISE FUNDS

WATER ENTERPRISE - PWA
Water Systems Maintenance

ACCOUNTING UNIT
06017641

Statement of Purpose

To operate and maintain water mains, hydrants, valves, and service laterals to ensure quality distribution of water to the community.

The Water Systems Maintenance Program provides for the operation and maintenance of the water distribution system that includes approximately 450 miles of water mains, 43,900 metered services, and 5,000 fire hydrants. Program activities include valve replacements, repair of faulty water lines, and replacement of old two inch and smaller water services.

Accomplishments in FY 08-09 & 09-10

FY 08-09

- * Repaired 30 main breaks/leaks with minimum disruption to customers.
- * Exercised 5,000 fire hydrants and 3,000 gate valves.

FY 09-10

- * Repaired 30 main breaks/leaks with minimum disruption to customers.
- * Exercised 5,000 fire hydrants and 3,000 gate valves.

Action Plan for FY 2010-11

- * Respond to/repair main breaks/leaks within eight hours as required.
- * Continue replacement of two-inch and smaller water services.
- * Continue gate valve and fire hydrant maintenance programs.

PERFORMANCE MEASURES	Actual	Actual	Estimated	Objective
	FY 07-08	FY 08-09	FY 09-10	FY 10-11
Service Level				
# of main breaks repaired	21	30	30	25
# of gate valves operated and checked	1,302	3,000	3,000	3,000
# of fire hydrants operated	4,778	5,000	4,800	4,800
# of fire hydrants painted	4,778	2,500	4,800	4,800
# of services repaired/replaced	384	250	400	400
# of fire hydrants repaired	196	200	200	200
# of gate valves repaired or replaced	43	50	50	100
Assist contractor/City forces with main shut-downs (in hours)	423	400	450	450
Efficiency				
% of service leaks repaired within 72 hours	100	100	100	100
% of main breaks repaired within 8 hours	100	100	100	100
% of fire hydrants repaired/placed in service within 72 hours	100	100	100	100

ENTERPRISE FUND

WATER ENTERPRISE - PWA		FUND 060			
Water Systems Maintenance		Department 17			
		Program 641			
Account Code	LINE ITEM RESOURCES	ACTUAL FY 07-08	ACTUAL FY 08-09	PROJECTED FY 09-10	PROPOSED FY 10-11
61000	Salaries Regular	779,852	858,861	986,155	775,590
61040	Salaries Overtime	80,543	69,537	80,000	95,000
61100	Retirement-Employer Contribution	37,865	47,437	81,760	52,865
61120	Medicare Insurance	10,430	12,523	13,790	10,685
61130	Health Insurance	141,164	133,867	148,175	144,710
61170	Retiree Health Benefits	7,268	11,596	17,035	13,355
61180	Workers Compensation Insurance	116,723	127,563	129,110	108,725
	SUBTOTAL PERSONNEL	1,173,843	1,261,384	1,456,025	1,200,930
62010	Communications	4,730	4,427	4,500	4,500
62120	Training, Transportation, Meetings	1,591	294	2,000	2,000
62140	Membership, Subscription, Dues	1,022	851	2,500	2,500
62300	Contract Services-Professional	488,600	354,079	692,500	942,500
62310	Janitorial & Housekeeping	0	289	0	0
62322	M & R Machinery & Equipment	0	1,325	1,020	1,020
	SUBTOTAL CONTRACTUAL	495,943	361,265	702,520	952,520
63001	Miscellaneous Office Expenses	462,782	384,908	554,000	553,500
	SUBTOTAL COMMODITIES	462,782	384,908	554,000	553,500
65010	Rental City Equipment	389,461	370,893	396,490	397,425
65020	City Yard Rental	174,240	183,475	183,475	183,475
65050	Information Systems Strategic Plan	129,200	129,200	129,200	129,200
65100	Insurance Charges	380,340	380,340	380,340	380,340
65400	Indirect Costs	53,906	47,071	45,950	52,410
	SUBTOTAL CROSS CHARGES	1,127,147	1,110,979	1,135,455	1,142,850
66400	Machinery & Equipment	39,002	70,512	0	30,000
	SUBTOTAL CAPITAL	39,002	70,512	0	30,000
	TOTAL	3,298,717	3,189,047	3,848,000	3,879,800
Class Code	AUTHORIZED PERSONNEL	ADOPTED FY 09-10		PROPOSED FY 10-11	
		Full Time	Part Time	Full Time	Part Time
2240	Construction Inspector I	0.50		0.50	
4215	Equipment Operator-Water Services	4.00		4.00	
7750	Water Services Crew Leader	1.25		1.25	
7775	Water Services Supervisor	1.25		1.25	
7790	Water Services Worker II	8.00		4.00	
9230	Maintenance Aide II		0.00		3.00
	TOTAL	15.00	0.00	11.00	3.00

ENTERPRISE FUND

WATER ENTERPRISE - PWA		FUND 060			
Miscellaneous Operating Expenses		Department 17			
		Program 642			
Account Code	LINE ITEM RESOURCES	ACTUAL FY 07-08	ACTUAL FY 08-09	PROJECTED FY 09-10	PROPOSED FY 10-11
62000	Utilities	868,312	1,053,245	1,154,470	1,100,000
	SUBTOTAL CONTRACTUAL	----- 868,312	----- 1,053,245	----- 1,154,470	----- 1,100,000
65040	Computer Service Charges	298,425	298,425	298,425	298,425
65205	Internal Departments Personnel Charges	200,000	200,000	200,000	390,000
65220	Treasury Service Charges	1,763,090	1,986,505	1,954,545	2,154,545
65500	General Fund Overhead	7,457,180	7,457,180	8,457,180	8,877,180
	SUBTOTAL CROSS CHARGES	----- 9,718,695	----- 9,942,110	----- 10,942,110	----- 11,720,150
66510	Computer Software	278,589	0	0	0
	SUBTOTAL CAPITAL	----- 278,589	----- 0	----- 0	----- 0
	TOTAL	----- 10,865,596	----- 10,995,355	----- 12,096,580	----- 12,820,150
<p>This activity includes charges to the Water Utility for customer service expenses in connection with the billing and collection of its accounts. These services include meter reading, information (computer) services, mailing of bills, receipts and deposits of payments, investigation of complaints, and serving incoming and outgoing water users. This activity also includes payments made by the Water Utility to the City in lieu of property taxes, franchise fees, and a return to investors.</p>					

ENTERPRISE FUNDS

WATER ENTERPRISE - PWA
Water Quality & Measurement

ACCOUNTING UNIT
06017644

Statement of Purpose

To provide a safe and reliable water supply, accurate measurement of water meters in the water distribution system, protection of the water and sewer infrastructure, and water conservation and education programs.

The water quality monitoring program includes achieving 100% compliance with the regulations and monitoring schedules established by the Department of Health Services, ensuring a safe and reliable water supply. Customers are notified annually of the various elements found in their drinking water. The metering program includes the selection, installation, testing, and maintenance of all water meters. The Underground Service Alert aspect of the program provides location of the infrastructure within 48 hours of notification by the customer. The education program is provided through a contractual program for students in the City's public and private school systems. The program's target goal is to reach a minimum of 9,000 students on an annual basis. The water conservation program includes residential, commercial, and industrial water audits in response to customer inquiries. The cross-connection program provides protection of the public water supply by ensuring the installation, annual testing, and maintenance of all backflow prevention assemblies located in the city.

Accomplishments in FY 08-09 & 09-10

FY 08-09

- * Continued coordination with the Finance & Management Services Agency to identify all "stuck" meters and ensure minimal loss of revenue.
- * Continued replacing deteriorating meter boxes with lighter, more durable composite material boxes.
- * Continued digital recording of backflow assemblies to coordinate with the cross-connection program files.
- * Acquired and outfitted a large meter testing trailer for the testing, replacement and repair of large meters.
- * Continued to provide conservation materials to customers through delivery to locations or distributed at City-sponsored events.

FY 09-10

- * Continued coordination with the Finance & Management Services Agency to identify all "stuck" meters and ensure minimal loss of revenue.
- * Continued replacing deteriorating meter boxes with lighter, more durable composite material boxes.
- * Continued digital recording of backflow assemblies to coordinate with the cross-connection program files.
- * Acquired and outfitted a large meter testing trailer for the testing, replacement and repair of large meters.
- * Continued to provide conservation materials to customers through delivery to locations or distributed at City-sponsored events.

Action Plan for FY 2010-11

- * Continue the meter chamber replacement program on the 3" and larger meters to ensure a sound revenue stream.
- * Provide residential, commercial, and industrial water audits improving each customer's water use efficiency.
- * Continue to provide water conservation materials and education for our customers.
- * Supplement staff efforts with a contract to replace 4,000 meters to reduce deferred maintenance.
- * Begin a pilot program to determine the feasibility of implementing an AMI metering system in the city.
- * Work with Water Engineering to expand the IWater database to include water meter and backflow assembly information.

PERFORMANCE MEASURES	Actual	Actual	Estimated	Objective
	FY 07-08	FY 08-09	FY 09-10	FY 10-11
Service Level				
# of water samples performed	9,489	8,937	9,500	9,500
# of water quality reports mailed	45,214	45,214	45,000	45,000
# of backflow tests performed	4,274	4,137	4,389	4,500
% of difference between production and sales	2.6	3.4	4	4
# of 1" and smaller meters replaced	1,709	1,709	1,709	1,709
# of 1 1/2" and 2" meters replaced	85	121	150	200
# of 3" and larger meters replaced	7	9	10	30
# of registers replaced	33	41	50	25
# of students educated	6,496	7,785	8,000	9,000
# of water audits performed	31	22	30	40
# of curb stops (valves) replaced	331	364	350	350
# of lids, covers, boxes replaced	952	1,032	800	800
# of USA (Dig Alert) tickets completed	4,764	3,012	2,800	3,000
Efficiency				
% of water quality-related calls responded to in less than 4 hours	100	100	100	100
% of meter related calls responded to in less than 4 hours	100	100	100	100
% of initial passing backflow tests completed per year	88.6	91.1	92	95

ENTERPRISE FUND

WATER ENTERPRISE - PWA		FUND 060			
Water Quality & Measurement		Department 17			
		Program 644			
Account Code	LINE ITEM RESOURCES	ACTUAL FY 07-08	ACTUAL FY 08-09	PROJECTED FY 09-10	PROPOSED FY 10-11
61000	Salaries Regular	504,821	615,282	614,135	626,435
61040	Salaries Overtime	96,850	72,913	90,000	80,000
61100	Retirement-Employer Contribution	24,726	35,674	50,585	41,775
61120	Medicare Insurance	2,791	4,016	4,220	5,670
61130	Health Insurance	77,748	86,140	73,830	95,095
61170	Retiree Health Benefits	5,230	8,489	10,540	10,400
61180	Workers Compensation Insurance	53,875	89,474	77,090	79,005
	SUBTOTAL PERSONNEL	766,041	911,988	920,400	938,380
62010	Communications	6,076	6,383	6,000	6,000
62120	Training, Transportation, Meetings	3,219	2,057	2,000	3,000
62140	Membership, Subscription, Dues	24,062	39,161	33,500	39,500
62300	Contract Services-Professional	75,980	92,921	264,490	344,490
62322	M & R Machinery & Equipment	0	35	2,500	2,500
	SUBTOTAL CONTRACTUAL	109,336	140,557	308,490	395,490
63001	Miscellaneous Office Expenses	258,942	266,575	336,500	526,500
63100	Uniforms & Tools	0	0	0	0
	SUBTOTAL COMMODITIES	258,942	266,575	336,500	526,500
65010	Rental City Equipment	53,158	49,155	48,880	62,700
65050	Information Systems Strategic Plan	45,675	45,675	45,675	45,675
65100	Insurance Charges	95,135	95,135	95,135	95,135
65400	Indirect Costs	37,845	35,044	30,350	42,525
	SUBTOTAL CROSS CHARGES	231,813	225,009	220,040	246,035
66400	Machinery & Equipment	8,495	1,057	0	35,000
66510	Computer Software	0	12,301	2,500	0
66600	Books, Records, Video	1,501	692	1,000	1,000
	SUBTOTAL CAPITAL	9,997	14,050	3,500	36,000
	TOTAL	1,376,129	1,558,179	1,788,930	2,142,405
Class Code	AUTHORIZED PERSONNEL	APPROVED FY 09-10		PROPOSED FY 10-11	
		Full Time	Part Time	Full Time	Part Time
2129	Principal Civil Engineer	0.30		0.30	
7756	Water Services Meter Repairer II	3.00		3.00	
7760	Water Services Quality Coordinator	1.00		1.00	
7765	Water Services Quality Inspector	1.00		1.00	
7770	Water Services Quality Supervisor	1.00		1.00	
7780	Water Services Utility Inspector	1.00		1.00	
	TOTAL	7.30		7.30	

ENTERPRISE FUNDS

WATER ENTERPRISE - PWA
Water Administration & Engineering

ACCOUNTING UNIT
06017645

Statement of Purpose

To ensure proper maintenance of the City's water facilities and to provide for the planned expansion of the water and wastewater systems to keep pace with anticipated growth and redevelopment.

Administration and Engineering are responsible for developing and effectively managing the City's water resources and sewer programs. This activity is also responsible for developing and designing new capital projects, coordinating the water and sewer system replacement priorities, protecting water quality and supply, managing deferred maintenance programs, updating and managing the digital map records of all water and sewer system infrastructure components, and promoting customer awareness of conservation methods and the City's water goals for a first-rate infrastructure.

Accomplishments in FY 08-09 & 09-10

FY 08-09

- * Completed construction of East and West Reservoir structural retrofit and painting projects.
- * Designed 26,100 linear feet of water main replacements.

FY 09-10

- * Completed design of Segerstrom Sewer Lift Station.
- * Completed redesign of West Pump Station Facilities Upgrade project.
- * Completed mapping of over 45,000 water services for digital water infrastructure mapping system for field crews.
- * Designed 25,000 linear feet of water main replacements.

Action Plan for FY 2010-11

- * Continue coordination of water and sewer replacement projects with street paving projects.
- * Complete all water and sewer development plan checks on schedule.
- * Complete design of water and sewer main replacement projects.

PERFORMANCE MEASURES	Actual	Actual	Estimated	Objective
	FY 07-08	FY 08-09	FY 09-10	FY 10-11
Service Level				
Linear feet of water main designed	27,400	26,100	25,000	25,000
# of projects designed by consultants	4	3	4	4
# of development plan checks completed	48	22	30	30
Efficiency				
# of water main projects designed in coordination with street resurfacing projects	100	100	100	100
% of plan checks completed within 10 days	100	100	100	100
% of development projects with adequate water/sewer system capacity	100	100	100	100

ENTERPRISE FUND

WATER ENTERPRISE - PWA		FUND 060			
Water Administration & Engineering		Department 17			
		Program 645			
Account Code	LINE ITEM RESOURCES	ACTUAL FY 07-08	ACTUAL FY 08-09	PROJECTED FY 09-10	PROPOSED FY 10-11
61000	Salaries Regular	556,436	644,276	696,950	702,765
61020	Salaries Part-Time	28,414	41,988	69,225	69,805
61040	Salaries Overtime	1,045	0	1,000	1,000
61100	Retirement-Employer Contribution	27,802	37,769	60,185	49,500
61120	Medicare Insurance	7,313	8,672	9,715	9,810
61130	Health Insurance	57,400	64,577	63,235	72,205
61170	Retiree Health Benefits	5,198	8,387	12,000	10,815
61180	Workers Compensation Insurance	9,063	10,309	11,150	11,215
	SUBTOTAL PERSONNEL	692,671	815,977	923,460	927,115
62010	Communications	8,341	8,432	9,000	4,000
62120	Training, Transportation, Meetings	2,377	4,323	3,000	3,000
62140	Membership, Subscription, Dues	11,155	3,358	13,000	13,000
62300	Contract Services-Professional	168,518	284,373	625,000	525,000
62322	M & R Machinery & Equipment	3,572	239	90	90
	SUBTOTAL CONTRACTUAL	193,963	300,725	650,090	545,090
63000	Office Supplies	0	0	0	0
63001	Miscellaneous Office Expenses	15,829	14,661	17,475	16,465
	SUBTOTAL COMMODITIES	15,829	14,661	17,475	16,465
65010	Rental City Equipment	28,442	30,095	30,095	30,095
65050	Information Systems Strategic Plan	81,780	81,780	81,780	81,780
65100	Insurance Charges	140,630	140,630	140,630	140,630
65240	Public Works Administrative Charges	1,945,205	2,312,995	2,508,780	2,245,550
65400	Indirect Costs	36,788	34,853	33,065	46,570
	SUBTOTAL CROSS CHARGES	2,232,845	2,600,353	2,794,350	2,544,625
66400	Machinery & Equipment	36,449	20,365	0	0
66510	Computer Software	3,613	28,939	0	0
66600	Books, Records, Video	888	667	1,000	1,000
	SUBTOTAL CAPITAL	40,949	49,972	1,000	1,000
	TOTAL	3,176,256	3,781,688	4,386,375	4,034,295
Class Code	AUTHORIZED PERSONNEL	ADOPTED FY 09-10		PROPOSED FY 10-11	
		Full Time	Part Time	Full Time	Part Time
2100	Assistant Engineer II	2.50		2.50	
1040	Associate Park & Landscape Planner	0.00		0.25	
2129	Principal Civil Engineer	0.50		0.50	
2131	Senior Civil Engineer	1.50		1.50	
4410	Water Resources Manager	0.50		0.50	
9130	Engineering Intern, P/T		4.00		4.00
	TOTAL	5.00	4.00	5.25	4.00

ENTERPRISE FUNDS

WATER ENTERPRISE - PWA
Water Capital Construction

ACCOUNTING UNIT
06617647

Statement of Purpose

To replace deteriorated or undersized water lines to minimize disruption of water flow, increase water distribution to meet the demands of the community, and provide fire protection.

Water Construction provides for additions and replacements to the underground water distribution system, which includes construction of new water mains, water service laterals, hydrants, and valves. This activity also includes the construction, repair or replacement of City water production facilities.

Accomplishments in FY 08-09 & 09-10

FY 08-09

- * Completed East and West Reservoir structural retrofit and painting project.
- * Construction of 26,400 linear feet of water mains.

FY 09-10

- * Construction of 31,000 linear feet of water mains.

Action Plan for FY 2010-11

- * Construct water main replacement projects as described in the FY 2010-11 Capital Improvement Program.
- * Construct West Reservoir Pump Station Facilities Upgrade project.

PERFORMANCE MEASURES	Actual	Actual	Estimated	Objective
	FY 07-08	FY 08-09	FY 09-10	FY 10-11
Service Level Water mains installed (linear feet)	25,900	26,400	31,000	25,000

ENTERPRISE FUND

WATER ENTERPRISE - PWA
Water Capital Construction

FUND 066
Department 17
Program 647

Account Code	LINE ITEM RESOURCES	ACTUAL FY 07-08	ACTUAL FY 08-09	PROJECTED FY 09-10	PROPOSED FY 10-11
66220	Improvements Other Than Buildings	860,099	-53,098	0	0
66301	Water Capital Projects	7,090,968	4,984,731	2,770,460	4,790,685
	SUBTOTAL CAPITAL	<u>7,951,066</u>	<u>4,931,632</u>	<u>2,770,460</u>	<u>4,790,685</u>
	TOTAL	<u><u>7,951,066</u></u>	<u><u>4,931,632</u></u>	<u><u>2,770,460</u></u>	<u><u>4,790,685</u></u>

**ENTERPRISE FUNDS
RESOURCE SUMMARY**

The Depot - PWA

ACTIVITIES		ACTUAL FY 07-08	ACTUAL FY 08-09	PROJECTED FY 09-10	PROPOSED FY 10-11
REVENUES					
53803	Rental - Conference Room	420	10,140	0	0
53805	Rental - Tres Estrellas De Oro	24,500	67,258	66,420	82,850
53806	Rental - Transportes Inter-California	47,461	52,607	51,460	89,110
53807	Rental - Casa Santa Fe	38,500	7,000	0	0
53808	Rental - Amtrak	31,824	31,836	31,825	32,485
53809	Rental - Lee Gift Shop	7,100	8,700	0	11,390
53810	Rental - Greyhound	68,428	67,770	69,810	68,990
53811	Rental - Express Café	13,151	20,821	20,505	30,865
	SUBTOTAL RENTAL INCOME	231,384	266,133	240,020	315,690
53801	CAM COSTS	97,206	90,082	106,020	11,400
53802	SA W.O.R.K. Center Use Fee	134,737	172,841	132,530	199,100
53812	Rental - County of Orange	82,915	82,500	94,615	113,250
53813	Rental - EDD/State of CA	61,540	74,000	89,180	90,865
53819	Rental - OCTA	0	0	0	1,680
	SUBTOTAL RENTAL GOV. ENTITIES	376,398	419,422	422,345	416,295
53814	Concession - Phone Cards	65	0	0	0
53815	Concession - Taxi Stand	62,369	69,663	71,400	72,290
53816	Concession - Telephones	4,367	6,055	8,000	3,600
53818	Concession - Vending Machines	2,410	2,949	4,000	3,600
	SUBTOTAL CONCESSIONS	69,211	78,668	83,400	79,490
50001	Balance from Prior Year	62,330	33,998	0	151,725
57990	Misc. Income	5,226	2,467	5,000	220
58000	Earnings on Investments	1,146	2,499	0	0
59000-011	Lease Income from Fund 11	132,075	227,450	389,255	277,000
	SUBTOTAL	200,777	266,414	394,255	428,945
	TOTAL	877,769	1,030,636	1,140,020	1,240,420
EXPENDITURES					
06718870	Depot Operations	870,953	870,953	1,140,020	1,240,420
	TOTAL	870,953	870,953	1,140,020	1,240,420
Class Code	AUTHORIZED PERSONNEL	ADOPTED FY 09-10		PROPOSED FY 10-11	
		Full Time	Part Time	Full Time	Part Time
2860	Tenant Services Technician	1.00		0.00	
7360	Senior Office Specialist	0.33		0.00	
	TOTAL	1.33		0.00	

ENTERPRISE FUND

THE DEPOT - PWA
Depot Operations

ACCOUNTING UNIT
06717650

Statement of Purpose

To provide Central Orange County with a safe and secure quality facility for rail, bus, and taxi services for commuter and long-distance travelers.

This program provides and coordinates timely, responsive services to maintain leases with corporate, retail, and public organizations within the facility.

Accomplishments in FY 08-09 & 09-10

FY 08-09

- * Maintained a quality facility to attract and retain business, commuters, and the public.
- * Facilitated exterior painting of The Depot.
- * Added more ADA-approved components to the property.

FY 09-10

- * Repaired and resurfaced a portion of the parking lot and bus entrance/parking.
- * Installed a new fire alarm system.
- * Repaired leaky fountain.
- * Installed ADA entry doors.
- * Implemented a comprehensive recycling program that includes fiber, bottles and cans.

Action Plan for FY 2010-11

- * Add video surveillance system to property.
- * Evaluate site for improvements, prioritize, and begin improvements.

PERFORMANCE MEASURES	Actual	Actual	Estimated	Objective
	FY 07-08	FY 08-09	FY 09-10	FY 10-11
Efficiency				
Annual cost for facility and landscape maintenance (\$)	529,430	779,919	752,596	827,625
Annual cost for security services (\$)	246,000	206,075	218,526	218,530
Effectiveness				
Annual lease revenue (\$)	551,156	629,471	703,658	720,580
Annual concession revenue (\$)	69,211	78,668	79,077	79,488
Annual CAM revenue (\$)	97,205	90,081	47,027	11,400

ENTERPRISE FUND

THE DEPOT - PWA					FUND	067
Depot Operations					Department	17
					Program	650
Account Code	LINE ITEM RESOURCES	ACTUAL FY 07-08	ACTUAL FY 08-09	PROJECTED FY 09-10	PROPOSED FY 10-11	
61000	Salaries Regular	0	0	77,340	0	
61100	Retirement-Employer Contribution	0	0	6,495	0	
61120	Medicare Insurance	0	0	1,120	0	
61130	Health Insurance	0	0	11,900	0	
61170	Retiree Health Benefits	0	0	1,355	0	
61180	Workers Compensation Insurance	0	0	805	0	
	SUBTOTAL PERSONNEL	----- 0	----- 0	----- 99,015	----- 0	
62000	Utilities	204,664	195,268	232,000	245,200	
62010	Communications	4,351	14,075	4,800	6,950	
62012	Cellular Phone Charges	1,060	1,278	1,500	1,200	
62120	Training, Transportation, Meetings	0	0	0	100	
62200	Advertising	2,000	0	1,000	1,000	
62300	Contract Services-Professional	234,224	282,578	264,500	237,170	
62310	Janitorial & Housekeeping	140,352	150,451	160,000	176,735	
62320	M & R Buildings & Grounds	206,012	238,347	285,000	251,350	
62322	M & R Machinery & Equipment	1,683	1,902	2,000	2,000	
62410	County Administrative Fee	0	0	0	0	
	SUBTOTAL CONTRACTUAL	----- 794,346	----- 883,899	----- 950,800	----- 921,705	
63001	Miscellaneous Office Expenses	47,407	82,215	45,920	46,700	
63200	Oper M & S Bldgs/Grounds	0	120	45,920	0	
	SUBTOTAL COMMODITIES	----- 47,407	----- 82,335	----- 91,840	----- 46,700	
65010	Rental City Equipment	3,875	7,580	7,580	0	
65050	Information Systems Strategic Plan	10,080	10,080	10,080	10,080	
65100	Insurance Charges	2,095	2,100	2,100	2,100	
65205	Internal Departments Personnel Charges	13,150	13,850	13,850	13,850	
65240	Public Works Admin Charge	0	0	0	51,750	
65400	Indirect Costs	0	0	10,675	0	
	SUBTOTAL CROSS CHARGES	----- 29,200	----- 33,610	----- 44,285	----- 77,780	
66220	Improvements Other Than Building	0	0	0	194,235	
66400	Machinery & Equipment	0	0	0	0	
	SUBTOTAL CAPITAL	----- 0	----- 0	----- 0	----- 194,235	
	TOTAL	----- 870,953 =====	----- 999,844 =====	----- 1,185,940 =====	----- 1,240,420 =====	
Class Code	AUTHORIZED PERSONNEL	ADOPTED FY 09-10		PROPOSED FY 10-11		
		Full Time	Part Time	Full Time	Part Time	
2860	Tenant Services Technician	1.00		0.00		
7360	Senior Office Specialist	0.33		0.00		
	TOTAL	----- 1.33 =====	----- 0.00 =====	----- 0.00 =====	----- 0.00 =====	

**ENTERPRISE FUND
RESOURCE SUMMARY**

SANITATION ENTERPRISE

ACTIVITIES		ACTUAL FY 07-08	ACTUAL FY 08-09	PROJECTED FY 09-10	PROPOSED FY 10-11
REVENUES					
50001	Balance from Prior Year	1,473,058	1,787,335	1,293,085	1,901,630
53702	Graffiti Restitution-Courts	42,458	53,529	45,000	45,000
53703	Graffiti Restitution-City	77	0	0	0
53710	Weed Control Charges	61,806	75,788	70,000	75,000
53719	Sanitation Charge	7,721,179	7,960,594	7,800,000	7,850,000
57006	Expense Reimbursement	4,896	0	0	0
57010	Miscellaneous Recoveries	300	663	0	0
58000	Earnings on Investment	68,701	36,354	48,000	25,000
	TOTAL REVENUES	9,372,475	9,914,262	9,256,085	9,896,630
EXPENDITURES					
06817640	Environmental Sanitation	996,568	274,187	347,170	373,030
06817641	Roadway Cleaning	2,863,985	3,082,402	3,704,955	4,310,005
06817642	Graffiti Abatement	1,565,316	2,317,558	2,386,360	2,581,640
06817643	Street Trees	2,229,872	2,641,554	2,817,600	2,631,955
	TOTAL EXPENDITURES	7,655,740	8,315,701	9,256,085	9,896,630
OPERATING EXPENSE		ACTUAL FY 07-08	ACTUAL FY 08-09	PROJECTED FY 09-10	PROPOSED FY 10-11
61000	Personnel	3,796,056	3,635,045	4,662,940	4,252,245
62000	Contractual	1,213,352	1,282,249	1,819,160	1,647,750
63000	Commodities	216,013	198,971	180,115	163,630
65000	Cross Charges	2,272,564	2,786,156	2,182,185	2,998,730
66000	Capital	90,055	52,465	0	62,500
69000	Miscellaneous Expenditures	67,700	360,815	411,685	771,775
	TOTAL	7,655,740	8,315,701	9,256,085	9,896,630
Class Code	AUTHORIZED PERSONNEL	APPROVED FY 09-10		PROPOSED FY 10-11	
		Full Time	Part Time	Full Time	Part Time
0440	Equipment Operator	3.00		3.00	
4250	Equipment Operator - Motor Sweeper	4.00		4.00	
4240	Equipment Operator - Street	3.00		2.00	
4060	Maintenance Worker II	11.00		11.00	
3900	Parking Control Officer	6.00		6.00	
6140	Projects Manager	2.00		2.00	
4040	Public Works Crew Leader	3.00		3.00	
4430	Public Works Maintenance Manager	1.00		1.00	
2210	Sanitation Inspector II	0.75		0.75	
4360	Street Maintenance Supervisor	1.75		1.75	
4160	Street Painter	0.00		1.00	
4330	Tree Maintenance Supervisor	1.00		1.00	
4170	Tree Trimmer	3.00		3.00	
9060	Clerical Aide, P/T		1.00		1.00
9070	Senior Clerical Aide, P/T		3.00		3.00
9240	Senior Maintenance Aide I, P/T		5.00		5.00
9400	Senior Program Leader, P/T		4.00		4.00
	TOTAL	39.50	13.00	39.50	13.00

ENTERPRISE FUND

SANITATION ENTERPRISE - PWA
Environmental Sanitation

ACCOUNTING UNIT
06817640

Statement of Purpose

To ensure that all properties in the city are in compliance with the Weed and Rubbish Code; that all city rights-of-way are unobstructed and free of illegal advertising; that all food service facilities are in compliance with FOG and NPDES; ordinances, and to provide oversight of the City's waste collection and weed abatement contractors.

Accomplishments in FY 08-09 & 09-10

FY 08-09

- * Developed procedures and training to ensure compliance with Santa Ana Municipal Code including FOG & NPDES programs.
- * Filled the vacant Sanitation Inspector position and redistributed workload to improve efficiency.
- * Streamlined the sanitation fee list by removing single-family residences and targeting businesses, new and redeveloped properties, and collecting the appropriate fees.
- * Reviewed and improved the process of removing discarded items from city parkways and rights-of-way.

FY 09-10

- * Audited the illegal sign removal process and established new citation fine procedure.
- * Renewed current contract for weed and debris removal.
- * Renewed current contract for fencing city properties.

Action Plan for FY 2010-11

- * Award for weed and debris removal.
- * Renew contracts for fencing city properties.
- * Continue coordination with neighborhood associations to develop programs that reduce the need to abate properties.
- * Perform audit of all new residential/commercial/industrial units constructed since 2004 to ensure additional sanitation fee revenue is collected.

PERFORMANCE MEASURES	Actual	Actual	Estimated	Objective
	FY 07-08	FY 08-09	FY 09-10	FY 10-11
Service Level				
# of parcel abatement postings	857	1,533	1,320	1,550
# of abatement incidents				
Cleaned by property owner	818	1,305	1,050	1,230
Cleaned by City contractor	88	98	85	80
City-owned vacant lots cleaned by contractors	149	209	265	240
# of illegally dumped items removed from alleys, parkways, and public rights-of-way by Waste Management.	1,650	21,794	19,500	20,000
# of FOG and NPDES inspections	490	481	720	700
# of inspections for residential trash cart inspection program	n/a	180	228	230
# of inspections for parkway rubbish/obstruction	n/a	268	1,068	1,000
# of illegal signs removed from public right-of-way	2,760	3,471	5,772	5,000

ENTERPRISE FUND

SANITATION ENTERPRISE
Environmental Sanitation

FUND 068
Department 17
Program 640

Account Code	LINE ITEM RESOURCES	ACTUAL FY 07-08	ACTUAL FY 08-09	PROJECTED FY 09-10	PROPOSED FY 10-11
61000	Salaries Regular	339,148	102,484	128,270	134,240
61020	Salaries Part-Time	33,537	0	0	0
61040	Salaries Overtime	3,861	2,211	3,000	3,000
61100	Retirement-Employer Contribution	16,070	5,408	10,620	8,975
61120	Medicare Insurance	3,078	476	1,225	1,625
61130	Health Insurance	55,602	13,946	16,695	11,370
61170	Retiree Health Benefits	3,199	1,492	2,215	1,890
61180	Workers Compensation Insurance	19,492	4,426	7,015	5,105
	SUBTOTAL PERSONNEL	473,986	130,443	169,040	166,205
62010	Communications	6,667	5,765	6,500	7,500
62120	Training, Transportation, Meetings	450	0	500	500
62140	Membership, Subscription, Dues	302	304	500	500
62300	Contract Services-Professional	142,070	78,596	133,760	135,040
62322	M & R Machinery & Equipment	0	35	1,020	1,020
	SUBTOTAL CONTRACTUAL	149,489	84,700	142,280	144,560
63000	Office Supplies	23	0	0	0
63001	Miscellaneous Office Expenses	51,732	22,660	4,475	14,990
	SUBTOTAL COMMODITIES	51,756	22,660	4,475	14,990
65010	Rental City Equipment	6,210	8,150	25,715	23,435
65040	Computer Services Charge	14,520	0	0	0
65050	Information Services Strategic Plan	57,600	0	0	0
65100	Insurance Charges	148,105	0	0	0
65220	Treasury Services Charge	67,600	0	0	0
65240	Public Works Admin Charge	0	0	0	15,760
65400	Indirect Costs	25,328	5,329	5,660	8,080
	SUBTOTAL CROSS CHARGES	319,363	13,479	31,375	47,275
66400	Machinery & Equipment	1,973	22,905	0	0
	SUBTOTAL CAPITAL	1,973	22,905	0	0
	TOTAL	996,568	274,186	347,170	373,030

Class Code	AUTHORIZED PERSONNEL	ADOPTED FY 08-09		PROPOSED FY 09-10	
		Full Time	Part Time	Full Time	Part Time
6140	Projects Manager	0.50		0.50	
2210	Sanitation Inspector II	0.75		0.75	
4360	Street Maintenance Supervisor	0.25		0.25	
	TOTAL	1.50		1.50	

ENTERPRISE FUND

SANITATION ENTERPRISE - PWA
Roadway Cleaning

ACCOUNTING UNIT
06817641

Statement of Purpose

To provide quality street sweeping services to ensure the cleanliness and attractive appearance of the community.

Accomplishments in FY 08-09 & 09-10

FY 08-09

- * Installed GPS navigation system on street sweepers to collect and analyze data to enhance operations effectiveness.
- * Utilized ride-along sidewalk sweeper to provide sidewalk cleaning on arterial and non-arterial city streets.
- * Updated Emergency Callout book, briefed all standby employees on new policies & procedures, and implemented new procedures for callouts requiring graffiti removal.

FY 09-10

- * Enhanced appearance and cleanliness of city parkway tree wells by installing tree chippings and mulch from city trees at 10 locations at no cost.

Action Plan for FY 2010-11

- * Research and develop an action plan to replace employees retiring in 2010-11, using a combination of options such as contracting out arterial or residential sweeping, promoting current employees, and/or hiring employees.
- * Continue to coordinate arterial sidewalk operations with the street sweeping schedule and look to develop improvements.
- * Continue to coordinate street sweeping operations with the street tree maintenance and tree well cleaning work.
- * Continue to coordinate with the Water Resources Division for the cleanup of tree limbs and debris following wind storms.
- * Research and develop an action plan regarding our sidewalk cleaning program, should we continue to provide sidewalk cleaning with our employees or contract this program out.

PERFORMANCE MEASURES	Actual	Actual	Estimated	Objective
	FY 07-08	FY 08-09	FY 09-10	FY 10-11
Service Level				
Arterial & residential streets (in curb miles)	73,400	73,400	73,400	73,400
Downtown streets (in curb miles)	4,100	4,100	4,100	4,100
Debris disposal (in cubic yards)	40,000	39,500	39,500	39,500
Frequency of Service				
Downtown area	Nightly	Nightly	Nightly	Nightly
Commercial-industrial area	Weekly	Weekly	Weekly	Weekly
Residential streets	Weekly	Weekly	Weekly	Weekly
Arterial streets	Twice a week	Twice a week	Twice a week	860
Median curbs	Biweekly	Weekly	Biweekly	Biweekly
Arterial sidewalks	Weekly	Weekly	Weekly	Weekly

ENTERPRISE FUND

SANITATION ENTERPRISE
Roadway Cleaning

FUND 068
Department 17
Program 641

Account Code	LINE ITEM RESOURCES	ACTUAL FY 07-08	ACTUAL FY 08-09	PROJECTED FY 09-10	PROPOSED FY 10-11
61000	Salaries Regular	898,635	1,041,537	1,417,720	1,452,420
61020	Salaries Part-Time	47,867	52,209	56,930	54,525
61040	Salaries Overtime	17,987	21,317	20,000	20,000
61100	Retirement-Employer Contribution	44,076	56,327	119,045	98,535
61120	Medicare Insurance	5,872	6,286	10,705	10,970
61130	Health Insurance	156,136	178,567	234,545	266,465
61170	Retiree Health Benefits	8,260	13,142	24,355	24,285
61180	Workers Compensation Insurance	106,407	126,774	143,930	146,775
	SUBTOTAL PERSONNEL	1,285,239	1,496,158	2,027,230	2,073,975
62010	Communications	7,788	7,912	7,500	8,500
62120	Training, Transportation, Meetings	60	0	500	500
62140	Membership, Subscription, Dues	70	75	500	500
62300	Contract Services-Professional	77,008	81,727	278,760	276,040
62322	M & R Machinery & Equipment	0	4	520	520
	SUBTOTAL CONTRACTUAL	84,927	89,718	287,780	286,060
63001	Miscellaneous Office Expenses	19,383	30,839	35,000	35,000
	SUBTOTAL COMMODITIES	19,383	30,839	35,000	35,000
65010	Rental City Equipment	894,670	883,800	772,605	786,940
65020	City Yard Rental	70,520	74,260	74,260	74,260
65040	Computer Services Charge	30,995	30,995	30,995	30,995
65050	Information Systems Strategic Plan	135,330	135,330	135,330	135,330
65100	Insurance Charges	177,335	177,335	177,335	177,335
65205	Internal Department Personnel Charges	100,000	100,000	100,000	100,000
65230	Hearing Officer Charges	5,000	5,000	0	5,000
65240	Public Works Admin Charges	0	0	0	127,010
65400	Indirect Costs	60,586	56,685	64,420	91,920
	SUBTOTAL CROSS CHARGES	1,474,436	1,463,405	1,354,945	1,528,790
66400	Machinery & Equipment	0	2,282	0	0
	SUBTOTAL CAPITAL	0	2,282	0	0
69001	Reserve for Appropriation	0	0	0	386,180
	SUBTOTAL MISCELLANEOUS	0	0	0	386,180
	TOTAL	2,863,985	3,082,402	3,704,955	4,310,005

Class Code	AUTHORIZED PERSONNEL	ADOPTED FY 09-10		PROPOSED FY 10-11	
		Full Time	Part Time	Full Time	Part Time
0440	Equipment Operator	3.00		3.00	
4250	Equipment Operator - Motor Sweeper	3.00		3.00	
4240	Equipment Operator - Street	3.00		2.00	
4060	Maintenance Worker II	2.00		2.00	
3900	Parking Control Officer	6.00		6.00	
6140	Projects Manager	0.50		0.50	
4040	Public Works Crew Leader	1.00		1.00	
4430	Public Works Maintenance Manager	0.50		0.50	
4360	Street Maintenance Supervisor	1.00		1.00	
4160	Street Painter	0.00		1.00	
9240	Senior Maintenance Aide I, P/T		4.00		4.00
	TOTAL	20.00	4.00	20.00	4.00

ENTERPRISE FUND

SANITATION ENTERPRISE - PWA
Graffiti Abatement

ACCOUNTING UNIT
06817642

Statement of Purpose

To ensure that all properties in the city are kept free of graffiti.

Accomplishments in FY 08-09 & 09-10

FY 08-09

- * Developed public education literature and marketing materials for community distribution regarding the Graffiti Abatement Program.
- * Developed a "Pen-Tag" removal plan and incorporated it into the Graffiti Abatement Program.
- * Continued coordination of graffiti abatement efforts with PRCS, Community Preservation, and SAPD via the Graffiti Task Force.

FY 09-10

- * Integrated a court referral program to assist the Graffiti Abatement Team.
- * Developed a standard procedures manual for the Graffiti Abatement Program.
- * Partnered with the County to assist with graffiti abatement along flood control channels.
- * Continued coordination of graffiti abatement efforts with PRCS, Community Preservation, and SAPD via the Graffiti Task Force.

Action Plan for FY 2010-11

- * Implement real-time data tracking into graffiti hotline system.
- * Continue coordination of graffiti abatement efforts with PRCS, Community Preservation, and SAPD via the City's Graffiti Task Force.
- * Investigate techniques to abate graffiti from private property windows and signs.
- * Ensure that all calls to the graffiti hotline are responded to within 48 hours.
- * Update information package for commercial property owners to assist them with abating graffiti on their property that is not visible from the right-of-way.

PERFORMANCE MEASURES	Actual	Actual	Estimated	Objective
	FY 07-08	FY 08-09	FY 09-10	FY 10-11
Service Level				
By City crews	4,084,770	3,730,995	2,990,890	4,125,000
By Contractor	851,500	1,032,832	1,520,980	1,345,000
# of graffiti locations cleaned				
By City crews	122,280	112,200	100,660	170,000
By contractor	20,540	74,800	67,100	87,000
Total painted	4,686,550	4,950,000	4,060,600	4,923,000
Total water-blasted	249,720	250,000	451,270	547,000
# of signs (graffiti removal)	5,840	10,085	18,000	15,000

ENTERPRISE FUND

SANITATION ENTERPRISE		FUND 068			
Graffiti Abatement		Department 17			
		Program 642			
Account Code	LINE ITEM RESOURCES	ACTUAL FY 07-08	ACTUAL FY 08-09	PROJECTED FY 09-10	PROPOSED FY 10-11
61000	Salaries Regular	445,807	692,572	559,710	574,000
61020	Salaries Part-Time	21,741	74,396	87,035	86,030
61040	Salaries Overtime	3,504	10,809	10,000	2,500
61100	Retirement-Employer Contributor	21,692	36,434	47,100	39,125
61120	Medicare Insurance	4,591	7,945	7,200	7,380
61130	Health Insurance	90,866	120,497	86,665	100,380
61170	Retiree Health Benefits	4,826	9,060	9,550	9,160
61180	Workers Compensation Insurance	62,509	80,077	52,950	54,100
	SUBTOTAL PERSONNEL	655,536	1,031,790	860,210	872,675
62010	Communications	5,184	7,142	8,000	6,000
62120	Training, Transportation, Meetings	429	1,179	500	250
62140	Membership, Subscription, Dues	0	375	500	500
62300	Contract Services-Professional	179,699	291,853	529,620	359,620
62321	M & R Improvements	0	18,424	0	0
62322	M & R Machinery & Equipment	0	246	2,020	20
	SUBTOTAL CONTRACTUAL	185,312	319,219	540,640	366,390
63001	Miscellaneous Office Expenses	102,811	98,909	105,640	68,640
	SUBTOTAL COMMODITIES	102,811	98,909	105,640	68,640
65010	Rental City Equipment	165,665	189,085	164,010	142,725
65040	Computer Services Charge	0	14,520	14,520	14,520
65050	Information Systems Strategic Plan	0	57,600	57,600	57,600
65100	Insurance Charges	0	148,105	148,105	148,105
65205	Internal Departments Personnel Charges	391,000	386,000	395,000	245,000
65220	Treasury Services Charge	0	72,330	72,330	72,330
65240	Public Works Admin Charges	0	0	0	168,175
65400	Indirect Costs	0	0	28,305	39,885
	SUBTOTAL CROSS CHARGES	556,665	867,640	879,870	888,340
66400	Machinery & Equipment	64,992	0	0	0
	SUBTOTAL CAPITAL	64,992	0	0	0
69001	Reserve for Appropriation	0	0	0	385,595
	SUBTOTAL MISCELLANEOUS	0	0	0	385,595
	TOTAL	1,565,316	2,317,558	2,386,360	2,581,640

Class Code	AUTHORIZED PERSONNEL	ADOPTED FY 09-10		PROPOSED FY 10-11	
		Full Time	Part Time	Full Time	Part Time
4060	Maintenance Worker II	4.00		4.00	
6140	Projects Manager	1.00		1.00	
4040	Public Works Crew Leader	1.00		1.00	
4430	Public Works Maintenance Manager	0.50		0.50	
4360	Street Maintenance Supervisor	0.50		0.50	
9060	Clerical Aide, P/T		1.00		1.00
9070	Senior Clerical Aide, P/T		2.00		2.00
9400	Senior Program Leader, P/T		4.00		4.00
	TOTAL	7.00	7.00	7.00	7.00

ENTERPRISE FUND

SANITATION ENTERPRISE - PWA
Street Trees

ACCOUNTING UNIT
06817643

Statement of Purpose

To maintain and upgrade the city's urban forest of 64,350 trees.

Accomplishments in FY 08-09 & 09-10

FY 08-09

- * Developed windstorm database program to monitor potential tree hazards during and after windstorms.
- * Completed the secondary arterial tree address markings.

FY 09-10

- * Planted over 110 parkway trees in Santa Ana neighborhoods.
- * Removed 312 trees with Tree Section staff with a cost savings of \$50,000.
- * Designed a combo tree maintenance service vehicle to assist in the tree sections task restructuring.
- * Finalized the tree planting of 29 trees at the Lincoln Avenue Metro Line Railroad Right-of-Way Project.

Action Plan for FY 2010-11

- * Review the roadway cleaning GPS tracking system for its use during tree-watering operations.
- * Continue planting replacement trees in wells when trees fail or are destroyed accidentally by vehicles.
- * Trim 18,500 trees using city and contractor crews.
- * Continue attaining trees from Irvine Ranch Water District and other sources for the Santa Ana Nursery.
- * Plant 350 trees in Santa Ana neighborhoods with a savings of \$61,000 by using trees from the Santa Ana Nursery.
- * Research afghan pine and white alder tree species for inclusion on the City's tree species list.
- * Implement sidewalk ramping without root shaving standards.

PERFORMANCE MEASURES	Actual	Actual	Estimated	Objective
	FY 07-08	FY 08-09	FY 09-10	FY 10-11
# of trees trimmed	18,027	12,434	19,512	18,500
# of trees planted	171	329	350	350
# of trees removed	495	287	250	250
# of trees watered	45,790	45,891	50,000	45,000
# of trees sprayed	3,935	903	1,500	1,500
# of structural trims done on young trees*	3,500	2,000	2,000	2,000
# of tree petition requests	20	17	20	20
# of liability claims processed	26	15	20	860
*Trees with trunk diameter of 9 inches or less				

ENTERPRISE FUND

SANITATION ENTERPRISE
Street Trees

FUND 068
Department 17
Program 643

Account Code	LINE ITEM RESOURCES	ACTUAL FY 07-08	ACTUAL FY 08-09	PROJECTED FY 09-10	PROPOSED FY 10-11
61000	Salaries Regular	598,346	652,930	731,640	745,280
61020	Salaries Part-Time	11,247	14,869	28,370	27,750
61040	Salaries Overtime	18,319	19,021	20,000	20,000
61100	Retirement-Employer Contribution	28,810	34,912	61,260	50,520
61120	Medicare Insurance	7,293	7,990	8,555	7,825
61130	Health Insurance	131,639	142,501	149,035	173,465
61170	Retiree Health Benefits	5,795	9,052	12,540	12,770
61180	Workers Compensation Insurance	88,845	95,381	100,060	101,780
	SUBTOTAL PERSONNEL	890,294	976,654	1,111,460	1,139,390
62010	Communications	25,352	19,724	18,000	18,000
62120	Training, Transportation, Meetings	2,153	2,218	2,500	500
62140	Membership, Subscription, Dues	1,166	825	1,500	1,500
62300	Contract Services-Professional	25,367	29,434	74,760	76,040
62321	M & R Improvements	739,042	736,411	750,700	750,700
62322	M & R Machinery & Equipment	544	0	1,000	4,000
	SUBTOTAL CONTRACTUAL	793,625	788,612	848,460	850,740
63001	Miscellaneous Office Expenses	41,970	46,563	35,000	45,000
63100	Uniforms & Tools	93	0	0	0
	SUBTOTAL COMMODITIES	42,063	46,563	35,000	45,000
65010	Rental City Equipment	229,656	261,690	232,365	232,365
65020	City Yard Rental	19,510	20,545	20,545	20,545
65040	Computer Services Charge	10,580	10,580	10,580	10,580
65050	Information Systems Strategic Plan	55,510	55,510	55,510	55,510
65100	Insurance Charges	58,375	58,375	58,375	58,375
65240	Public Works Admin Charges	0	0	0	109,210
65400	Indirect Costs	39,469	34,932	33,620	47,740
	SUBTOTAL CROSS CHARGES	413,100	441,632	410,995	534,325
66400	Machinery & Equipment	23,090	27,278	0	62,500
	SUBTOTAL CAPITAL	23,090	27,278	0	62,500
69011	Reserve For Appropriation	67,700	360,815	411,685	0
	SUBTOTAL MISCELLANEOUS	67,700	360,815	411,685	0
	TOTAL	2,229,872	2,641,554	2,817,600	2,631,955

Class Code	AUTHORIZED PERSONNEL	ADOPTED FY 09-10		PROPOSED FY 10-11	
		Full Time	Part Time	Full Time	Part Time
4250	Equipment Operator - Motor Sweeper	1.00		1.00	
4060	Maintenance Worker II	5.00		5.00	
4040	Public Works Crew Leader	1.00		1.00	
4330	Tree Maintenance Supervisor	1.00		1.00	
4170	Tree Trimmer	3.00		3.00	
9070	Senior Clerical Aide, P/T		1.00		1.00
9240	Senior Maintenance Aide I, P/T		1.00		1.00
	TOTAL	11.00	2.00	11.00	2.00

**ENTERPRISE FUND
RESOURCE SUMMARY**

REFUSE COLLECTION

ACTIVITIES	ACTUAL FY 07-08	ACTUAL FY 08-09	PROJECTED FY 09-10	PROPOSED FY 10-11	
REVENUES					
50001 Balance from Prior Year	352,657	352,657	1,292,795	39,210	
50052 Contract Program Surcharge	3,621,376	3,621,376	5,100,000	4,765,400	
52025 State Grants - Direct	93,370	93,370	146,100	109,820	
52330 County - Universal Waste Grant	40,000	40,000	0	0	
53718 Refuse Collection Charges	8,091,744	8,091,744	8,600,000	9,119,100	
57101 Miscellaneous Recoveries	1,400,206	1,400,206	1,400,000	1,400,000	
57902 Debt. Services Recovery	751,582	751,582	0	0	
58000 Earnings on Investment	2,330	2,330	0	20,000	
58003 Investment Income - Trustee	104,300	104,300	0	0	
TOTAL REVENUES	14,457,565	14,457,565	16,538,895	15,453,530	
EXPENDITURES					
06917640 Refuse Collection	15,765,043	16,193,696	16,538,895	15,453,530	
TOTAL EXPENDITURES	15,765,043	16,193,696	16,538,895	15,453,530	
OPERATING EXPENSE	ACTUAL FY 07-08	ACTUAL FY 08-09	PROJECTED FY 09-10	PROPOSED FY 10-11	
61000 Personnel	167,457	249,398	304,960	291,340	
62000 Contractual	6,918,120	6,806,420	6,694,650	7,388,660	
63000 Commodities	1,853	2,251	3,000	3,000	
65000 Cross Charges	6,133,631	6,148,836	8,571,505	7,770,530	
67000 Debt Service	2,468,167	2,360,000	0	0	
68000 Transfers Out	0	0	600,000	0	
69000 Miscellaneous Expenditures	75,815	626,790	364,780	0	
TOTAL	15,765,043	16,193,696	16,538,895	15,453,530	
Class Code	AUTHORIZED PERSONNEL	ADOPTED FY 09-10		PROPOSED FY 10-11	
		Full Time	Part Time	Full Time	Part Time
4060	Maintenance Worker II	1.00		1.00	
2210	Sanitation Inspector II	1.50		1.50	
4360	Street Maintenance Supervisor	0.50		0.50	
	TOTAL	3.00		3.00	

ENTERPRISE FUND

REFUSE COLLECTION ENTERPRISE - PWA
Refuse Collection

ACCOUNTING UNIT
06917640

Statement of Purpose

To operate a self-supporting City enterprise which provides residents and businesses with efficient and cost-effective refuse collection and recycling.

This activity includes the administration of the City's refuse collection and recycling contract, field inspections of trash complaints, administration of State-funded used oil and conservation program recycling grants, and compliance with the State of California Integrated Waste Management law:

Accomplishments in FY 08-09 & 09-10

FY 08-09

- * Continued promoting composting program.
- * Monitored and expanded battery recycling program to include all nine fire stations and two senior centers.
- * Applied for and received a recycling grant from the County of Orange for a universal waste collection program.
- * Planned and coordinated an HHW collection event
- * Developed sharps return program for disposal of needles with participation of nine local pharmacies.
- * Launched Santa Ana Green newsletter to provide residents with information on recycling programs and events

FY 09-10

- * Monitored and modified used oil collection grand program based on reduction in funding
- * Monitored residential and business recycling programs; improved programs as needed
- * Continued promoting sharps program.
- * Continued to promote recycling programs and provide educational information on the city's "green" programs.
- * Planned and coordinated an HHW collection event
- * Implemented a recycling program at the Santa Ana Regional Transportation Center (SARTC)

Action Plan for FY 2010-11

- * Continue to promote recycling programs and provide educational information on the City's "green" programs.
- * Evaluate food waste composting through service provider
- * Continue to implement Notice of Contamination (NOC) program to decrease contamination in residential recycling

PERFORMANCE MEASURES	Actual	Actual	Estimated	Objective
	FY 07-08	FY 08-09	FY 09-10	FY 10-11
Service Level				
# of curbside customers	41,973	41,775	41,992	42,019
# of refuse cans collected weekly on arterials	860	860	860	860
# of multifamily/commercial and industrial customers	4,765	4,681	4,599	4,600
Efficiency	<u>CY2007</u>	<u>CY2008</u>	<u>CY 2009</u>	<u>CY 2010</u>
Tons of trash disposed	362,173	334,587	335,000	335,000
Diversion goal: lbs/person	<7.5	<7.5	<7.5	<7.5
Division actual: lbs/person	5.5	5.2	5.2	5.2
Gallons of used motor oil recycled	6,754	7,125	6,083	6,500
Used motor oil filters recycled	2,374	2,140	2,436	2,300

ENTERPRISE FUND

REFUSE COLLECTION ENTERPRISE					FUND	069
Refuse Collection					Department	17
					Program	640
Account Code	LINE ITEM RESOURCES	ACTUAL FY 07-08	ACTUAL FY 08-09	PROJECTED FY 09-10	PROPOSED FY 10-11	
61000	Salaries Regular	124,197	182,896	221,970	215,855	
61040	Salaries Overtime	433	826	2,000	2,000	
61100	Retirement-Employer Contributor	6,199	10,421	18,190	14,365	
61120	Medicare Insurance	1,260	1,172	1,410	2,490	
61130	Health Insurance	22,661	33,151	34,330	35,525	
61170	Retiree Health Benefits	1,250	2,573	3,790	3,705	
61180	Workers Compensation Insurance	11,456	18,361	23,270	17,400	
	SUBTOTAL PERSONNEL	167,457	249,398	304,960	291,340	
62120	Training, Transportation, Meetings	250	0	600	600	
62140	Membership, Subscription, Dues	224	0	0	0	
62300	Contract Services-Professional	6,917,646	6,806,420	6,694,050	7,388,060	
	SUBTOTAL CONTRACTUAL	6,918,120	6,806,420	6,694,650	7,388,660	
63001	Miscellaneous Office Expenses	1,853	2,251	3,000	3,000	
	SUBTOTAL COMMODITIES	1,853	2,251	3,000	3,000	
65010	Rental City Equipment	15,532	15,795	15,795	15,795	
65040	Computer Services Charge	63,565	63,565	63,565	63,565	
65050	Information Systems Strategic Plan	305,895	305,895	305,895	305,895	
65100	Insurance Charges	407,125	407,125	407,125	407,125	
65205	Internal Departments Personnel Charges	0	200,000	300,000	300,000	
65220	Treasury Services Charge	49,550	53,020	53,020	53,020	
65240	Public Works Administrative Charges	972,435	982,395	1,129,760	699,460	
65300	Contract Program Surcharge	2,872,365	2,872,365	5,047,365	4,672,365	
65310	Program Savings Recovery	1,239,325	1,239,325	1,239,325	1,239,325	
65400	Indirect Costs	7,840	9,351	9,655	13,980	
65500	General Fund Overhead	200,000	0	0	0	
	SUBTOTAL CROSS CHARGES	6,133,631	6,148,836	8,571,505	7,770,530	
67300	Bond Principal	2,360,000	2,360,000	0	0	
67310	Bond Interest	108,167	0	0	0	
	SUBTOTAL DEBT SERVICE	2,468,167	2,360,000	0	0	
68000	Transfer to General Fund	0	0	600,000	0	
	SUBTOTAL TRANSFER OUT	0	0	600,000	0	
69011	Reserve for Appropriation	75,815	626,790	364,780	0	
	SUBTOTAL MISCELLANEOUS	75,815	626,790	364,780	0	
	TOTAL OPERATING	15,765,043	16,193,696	16,538,895	15,453,530	
Class Code	AUTHORIZED PERSONNEL	ADOPTED FY 09-10		PROPOSED FY 10-11		
		Full Time	Part Time	Full Time	Part Time	
4060	Maintenance Worker II	1.00		1.00		
2210	Sanitation Inspector II	1.50		1.50		
4360	Street Maintenance Supervisor	0.50		0.50		
	TOTAL	3.00		3.00		

CAPITAL FUNDS

Traffic Congestion Relief Program	PROGRAM	Fund 28
<p>PURPOSE: In 2002, California voters passed Proposition 42, which dedicated gas tax revenue to transportation projects. Due to financial constraints, the State suspended funding for Prop. 42 in FY 03-04 and FY 04-05. Passage of the Infrastructure Bond Package in November 2006 included Proposition 1A, which places restrictions on when and how often these funds can be borrowed and must be paid back. Because FY 07-08 is a scheduled "gap" year, the City will not be receiving new funding this year. However, allocations will resume in FY 08-09.</p> <p>This Fund is transferred to HUTA, Fund 59</p>		

	<u>ACTUAL</u> <u>FY 08-09</u>	<u>PROJECTED</u> <u>FY 09-10</u>	<u>PROPOSED</u> <u>FY 10-11</u>
REVENUES			
02817002 Traffic Congestion Relief Fund			
52320 Traffic Congestion Relief Revenue	2,276,633	4,388,305	0
TOTAL TRAFFIC SYSTEM MANAGEMENT GRANT	<u>2,276,633</u>	<u>4,388,305</u>	<u>0</u>
	<u>ACTUAL</u> <u>FY 08-09</u>	<u>PROJECTED</u> <u>FY 09-10</u>	<u>PROPOSED</u> <u>FY 10-11</u>
EXPENDITURES			
02817660 Traffic Congestion Relief Fund			
66220 Improvements Other than Buildings	531,551	4,388,305	0
TOTAL ANTICIPATED EXPENDITURES	<u>531,551</u>	<u>4,388,305</u>	<u>0</u>

CAPITAL FUNDS

Highway Safety & Traffic Reduction	PROGRAM	Fund 30	
<p>PURPOSE: The Infrastructure Bond Package passed by California voters in November 2006 included Proposition 1B, which contains almost \$20 billion for various transportation projects in California. A specific schedule for disbursement of these funds to the cities will be finalized with approval of the State's FY 2007-2008 budget.</p>			
	ACTUAL FY 08-09	PROJECTED FY 09-10	PROPOSED FY 10-11
REVENUES			
03017002 PROP 1B INFRASTRUCTURE BOND 52360 Prop 1B Bond Act of 2006	1,000,000	6,954,000	3,593,059
TOTAL SPROP 1B INFRASTRUCTURE BOND FUND	1,000,000	6,954,000	3,593,059
	ACTUAL FY 08-09	PROJECTED FY 09-10	PROPOSED FY 10-11
EXPENDITURES			
03017660 PROP 1B INFRASTRUCTURE BOND 66220 Improvements Other than Buildings	2,427,319	6,954,000	3,593,059
TOTAL SPROP 1B INFRASTRUCTURE BOND FUND	2,427,319	6,954,000	3,593,059
PROJECTS			
			FY 10-11
NEIGHBORHOOD IMPROVEMENTS			
Neighborhood Street Improvements			
Golden Circle Street Rehabilitation			526,167
TOTAL NEIGHBORHOOD IMPROVEMENTS			526,167
ARTERIAL IMPROVEMENTS			
Street Reconstruction/Resurfacing			
Broadway: McFadden to First			365,216
Raitt Street: Warner to Saint Gertrude			526,882
Broadway: Civic Center to Santa Clara			1,950,000
Broadway: Anahurst to Edinger			224,794
TOTAL ARTERIAL IMPROVEMENTS			3,066,892
		Total	3,593,059
GRAND TOTAL			
			#REF!

CAPITAL FUNDS

Measure M	PROGRAM	Fund 32		
PURPOSE:				To account for the Measure M sales tax apportionment to the City of Santa Ana, and eligible expenditures for street maintenance and street improvements.
<p>On November 6, 1990, Orange County voters approved Measure M, the Revised Traffic Improvement and Growth Management Plan. Measure M authorized the imposition of one-half percent retail transaction and use tax for a 20-year period. The sales tax is estimated to raise \$3.1 billion countywide over the 20-year period. The Measure M sales tax ordinance which went into effect on April 1, 1991, states that 14.6% of the total 1/2 percent sales tax revenues, net administrative costs, shall be available to eligible jurisdictions for local street maintenance and improvements.</p>				
		ACTUAL	PROJECTED	PROPOSED
		FY 08-09	FY 09-10	FY 10-11
REVENUES				
03217002 MEASURE M				
50001	Prior Year Balance	4,127,492	0	310,827
52030	County Civic Center PED	50,000	0	0
52040	SA Vision & Go Local	200,000	0	0
52040	OCTA Transitway Project - MOS 3	0	0	0
52330	Measure M Competitive - PY	5,080,893	0	0
52330	Measure M Competitive	44,640	7,741,903	3,210,800
52331	Measure M Turnback	2,855,696	3,378,016	2,825,345
57010	Miscellaneous Recoveries	581,958	0	0
58000	Earnings on Investment	200,059	0	80,000
	TOTAL MEASURE M FUND	13,140,738	11,119,919	6,426,972
EXPENDITURES				
03217660 MEASURE M STREET CONSTRUCTION				
62300	Contractual Services	0	0	0
66100	Land	0	4,068,440	0
66220	Improvements Other than Buildings	4,025,802	7,051,479	6,426,972
69000-58	Transfer to Fund 58	200,000	0	0
		4,225,802	11,119,919	6,426,972
03217661 OCTA TRANSITWAY PROJECT - MOS 3				
66220	Improvements Other than Buildings	167,635	0	0
		167,635	0	0
	TOTAL MEASURE M FUND	4,393,437	11,119,919	6,426,972

CAPITAL FUNDS

Measure M	FY 10-11 PROJECT DETAIL		Fund 32
PROJECTS	FUNDING SOURCES		PROPOSED
	Turnback	Competitive	TOTAL
NEIGHBORHOOD IMPROVEMENTS			
Curb, Gutter, Sidewalk			
Omnibus Concrete	250,000	0	250,000
Subtotal Curb, Gutter, Sidewalk	250,000	0	250,000
Neighborhood Street Improvements			
Neighborhood Traffic Mitigation	1,000,000	0	1,000,000
Subtotal Neighborhood Street Improvements	1,000,000	0	1,000,000
TOTAL NEIGHBORHOOD IMPROVEMENTS	1,250,000	0	1,250,000
ARTERIAL IMPROVEMENTS			
Arterial Widening			
Alton Avenue Overcrossing @ SR-55	0	303,827	303,827
Grand Avenue Widening	0	0	0
Grand/Dyer Intersection	0	0	0
Bristol/Warner Intersection	0	675,000	675,000
Bristol/17th Intersection Widening	0	1,583,800	1,583,800
MacArthur Boulevard @ SR-55	0	0	0
Project Development	80,000	7,000	87,000
Right of Way Management	85,000	0	85,000
Seventeenth/Broadway Intersection	0	0	0
Subtotal Arterial Widening	165,000	2,569,627	2,734,627
Street Reconstruction/Resurfacing			
Broadway: Civic Center to Santa Clara	210,500	0	210,500
McFadden Avenue: Standard to Maple	0	0	0
Pavement Management	200,000	0	200,000
Standard Avenue: Warner to First	0	0	0
Subtotal Street Reconstruction/Resurfacing	410,500	0	410,500
TOTAL ARTERIAL IMPROVEMENTS	575,500	2,569,627	3,145,127
TRAFFIC IMPROVEMENTS			
Traffic Signal Equipment Replacement	70,000	0	70,000
Traffic Signal Upgrade Phase I	0	238,000	238,000
Traffic Signal Upgrade Phase II	0	238,000	238,000
Traffic Signal Upgrade Phase III	30,500	238,000	268,500
Traffic Signal Upgrade Phase IV	59,500	238,000	297,500
Traffic Signal Upgrade Phase V	0	0	0
Traffic Signal Upgrade Phase VI	0	0	0
Traffic Signal Upgrade Phase VII	0	0	0
Traffic Signal Upgrade Phase VIII	0	0	0
17th Street At King Street - New Traffic Signal (HSIP)	0	0	0
Civic Center Drive at Pacific Avenue - New Traffic Signal (HSIP)	0	0	0
Railroad Grade Crossing Enhancement and Quiet Zone Improvemen	789,845	0	789,845
System Detection & Transportation Information System	0	0	0
Santa Ana at Flower Traffic Signal Modification (HSIP)	0	0	0
Santa Ana/Garden Grove "Go Local"	0	0	0
Concept Study	0	0	0
SARTC Master Plan	0	0	0
Station Improvements OCTA Funding	0	0	0
Multi-Modal use of PE ROW OCTA	0	0	0
SBC (Pacific Bell) Rental Fee for Signal Interconnect	0	0	0
Citywide Speed Limit Study	100,000	0	100,000
Traffic Management Plans	30,000	0	30,000
Total Traffic Improvements	1,079,845	952,000	2,031,845
SUBTOTAL MEASURE M PROJECTS (08-09 Funding)	2,905,345	3,521,627	6,426,972
PRIOR YEAR FUNDING			
Arterial Widening			
Alton Avenue Overcrossing @ SR-55 (PY)	0	0	0
TOTAL MEASURE M PROJECTS	2,905,345	3,521,627	6,426,972

CAPITAL FUNDS

Transportation Area Funds		PROGRAM		Fund 33 to 49
<p>PURPOSE In accordance with Section 8-44 of the Santa Ana Municipal Code, the City collects Transportation Area Fees from new developments in excess of \$30,000 in building valuation. Fees vary from \$1.10 to \$5.53 per square foot of floor space, depending on the type of development and the particular area that the development is located. All fees are due upon issuance of the building permit. The fee is used to fund projects to improve roadway capacity and safety. In FY 07-08, funds will be used for <i>Arterial Improvements</i> and <i>Traffic Improvements</i>.</p>				
FY 10-11		ACTUAL	PROJECTED	PROPOSED
TRANSPORTATION SYSTEM		FY 08-09	FY 09-10	FY 10-11
IMPROVEMENT AREA				
REVENUES				
03517002- NEW TRANSPORTATION SYSTEM IMPROVEMENT AREA F				
50001	Prior Year Balance	76,714		147,000
50300	New Transportation System Imp. Area F	95,356	105,000	1,000
57960	Rental of Property	3,300		
58000	Earnings on Investment	1,803		
	TOTAL	<u>177,173</u>	<u>105,000</u>	<u>148,000</u>
EXPENDITURES				
03517660 NEW TRANSPORTATION SYSTEM IMPROVEMENT AREA F				
66220	Improvements Other than Buildings	39,942	105,000	148,000
	TOTAL	<u>39,942</u>	<u>105,000</u>	<u>148,000</u>
PROJECTS				PROPOSED
				FY 10-11
NEW TRANSPORTATION SYSTEM IMPROVEMENT AREA F				
	Traffic Signal System Upgrade Phase I			59,500
	Traffic Signal System Upgrade Phase II			59,500
	Traffic Signal System Upgrade Phase III			29,000
	TOTAL TRAFFIC IMPROVEMENTS			<u>148,000</u>

CAPITAL FUNDS

Sewer Connection Projects	PROGRAM	Fund 55	
<p>PURPOSE: The Sewer Connection Fee is collected from various types of development based on the number of fixture units and the cost per lineal foot of construction of a main sewer line. All monies received by the City as a fee for connection to the public sewers are deposited into the Sewer Connection Fee Fund and used for the construction of sewers. Fees paid at the time of application for a sewer connection permit, and no connection permit is issued until such fees are paid.</p>			
	ACTUAL	PROJECTED	PROPOSED
	FY 08-09	FY 09-10	FY 10-11
REVENUES			
05517002 SEWER CONNECTION FEE FUND			
53701 Sewer Connection Fees	246,721	1,850,000	2,400,000
58000 Earning on Investment	109,000	0	
TOTAL SEWER CONNECTION FEE FUND	355,720	1,850,000	2,400,000
	ACTUAL	PROJECTED	PROPOSED
	FY 08-09	FY 09-10	FY 10-11
EXPENDITURES			
05517660 SEWER CONNECTION PROJECTS			
62300 Other Contract Services	0	0	0
66220 Improvements Other than Buildings	56,694	1,850,000	2,400,000
TOTAL SEWER CONNECTION PROJECTS	56,694	1,850,000	2,400,000
PROJECTS			FY10-11
INFRASTRUCTURE IMPROVEMENTS			
Sewer Main Hot Spot Repairs and Main Replacements			1,900,000
Sewer Main Relining/ Rehabilitation			500,000
TOTAL			2,400,000

CAPITAL FUNDS

Residential Street Improvement		PROGRAM		Fund 58
PURPOSE:		Local Bond funding provided for a 3-year, \$72 million project to repair and rehabilitate neighborhood streets Citywide.		
		ACTUAL FY 08-09	PROJECTED FY 09-10	PROPOSED FY 10-11
REVENUES				
05817002 Residential Street Improvement				
53730	Host Fees	15,292	0	0
51701	Transportation/Oversize Permits	22,890	0	0
53705	Trench Cut Fees	112,165	0	0
53706	Street Construction Fees	27,347	0	0
59000-29	Transfer from Special Gas Tax Fund 29	16,389,044	30,000,000	10,000,000
59000-32	Transfer from Measure M Fund 32	200,000	0	0
	TOTAL	<u>16,766,737</u>	<u>30,000,000</u>	<u>10,000,000</u>
		ACTUAL FY 08-09	PROJECTED FY 09-10	PROPOSED FY 10-11
EXPENDITURES				
05817660 Residential Street Improvement				
	66220 Improvements Other than Buildings	1,072	0	0
		<u>1,072</u>		
05817661 Gas Tax Residential Street Improvement				
	66220 Improvements Other than Buildings	17,050,179	30,000,000	10,000,000
		<u>17,050,179</u>	<u>30,000,000</u>	<u>10,000,000</u>
	TOTAL RESIDENTIAL STREET IMPROVEMENT	<u>17,051,251</u>	<u>30,000,000</u>	<u>10,000,000</u>
PROJECTS				FY 10-11
<i>Neighborhood Street Imp:</i>				
	Local Street Pavement Rehabilitation			10,000,000
	GAS TAX RESIDENTIAL STREET IMPROVEMENT SUBTOTAL			<u>10,000,000</u>
	TOTAL			<u>10,000,000</u>

CAPITAL FUNDS

Select Street Construction	PROGRAM	Fund 59		
<p>PURPOSE: This program includes all new work, reconstruction, widening, or traffic improvements done on the "Select Street System" of the City. Funds to support this program primarily come from these sources:</p> <p>A. State Gas Tax funds (Section 2105,6,7) transferred from Fund 29. B. County Gas Tax funds administered by the Orange County Transportation Authority.</p>				
		ACTUAL FY 08-09	PROJECTED FY 09-10	PROPOSED FY 10-11
REVENUES				
05917002 Select Street Construction				
50001	Prior Year	0		350,000
52341	OCTA Gas Tax Subvention	10,700,777	28,765,500	15,800,000
52330	Measure M Competitive		3,811,726	0
52000	Federal Grants - Direct	4,690,820	688,050	0
52025	ARRA RSTP		2,542,704	
52026	SFE TEA Grant	45,825		
57080	Developer Contribution	89,300		
57960	Rental of Property	176,200		
58000	Earnings on Investment	17,358		
59000-29	Transfer from Fund 29		1,000,000	3,519,563
TOTAL SELECT STREET CONSTRUCTION		15,720,280	36,807,980	19,669,563
		ACTUAL FY 08-09	PROJECTED FY 09-10	PROPOSED FY 10-11
EXPENDITURES				
05917660 Select Street Construction				
66220	Improvements Other than Buildings	6,413,674	5,499,776	3,519,563
		6,413,674	5,499,776	3,519,563
05917661 OCTA Bristol Street Corridor Improvements				
66220	Improvements Other than Buildings	9,982,307	28,765,500	16,150,000
		9,982,307	28,765,500	16,150,000
05917662 ARRA RSTP				
66220	Improvements Other than Buildings	0	2,542,704	0
		0	2,542,704	0
TOTAL 59 SELECT STREET		16,395,981	36,807,980	19,669,563

CAPITAL FUNDS

Select Street Construction	PROJECT DETAIL			Fund 59
PROJECTS	FY 10/11	FUNDING SOURCES		
		Gas Tax	OCTA Gas Tax	Others
ARTERIAL IMPROVEMENTS				
Arterial Widening				
Bristol Street Widening: Phase I - McFadden to Pine	0	1,200,000	0	1,200,000
Bristol Street Widening: Phase II - Third to Civic Center	0	7,300,000	0	7,300,000
Bristol Street Widening: Phase III- Civic Center to 17th	0	0	0	175,000
Bristol Street Widening: Phase IV-Warner to St. Andrew	0	0	0	175,000
Bristol/ 17th Intersection Widening	0	5,700,000	0	5,700,000
Bristol/ Warner Intersection Widening	0	1,600,000	0	1,600,000
Grand Avenue Widening: First Street to Fourth Street	0	0	0	0
Street Reconstruction/Resurfacing				
Broadway: Edinger to McFadden	769,000	0	0	769,000
Chestnut: Standard to Elk	895,000	0	0	895,000
First Street: Grand to 1-5 Fwy	1,100,000	0	0	1,100,000
Hazard Avenue: Harbor to Euclid	355,563	0	0	355,563
Minor Arterial Street Design	400,000	0	0	400,000
TOTAL ARTERIAL IMPROVEMENTS	<u>3,519,563</u>	<u>15,800,000</u>	<u>0</u>	<u>19,669,563</u>
TRAFFIC IMPROVEMENTS				
Harbor at Kent - New Traffic Signal (HSIP)	0	0	0	0
Railroad Grade Crossing Enhancement Safety Projects	0	0	0	0
Santa Ana at Flower Traffic Signal Modification (HSIP)	0	0	0	0
17th Street at King Street - New Traffic Signal (HSIP)	0	0	0	0
Civic Center Drive at Pacific Avenue - New Traffic Signal (HSIP)	0	0	0	0
TOTAL TRAFFIC IMPROVEMENTS	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>
 GRAND TOTAL	 <u>3,519,563</u>	 <u>15,800,000</u>	 <u>0</u>	 <u>19,669,563</u>

CAPITAL FUNDS

Habitat Conservation Fund	PROGRAM			Fund 169
PURPOSE: The Habitat Conservation Fund Program was established by the California Wildlife Protection Act of 1990 (The Mountain Lion Initiative). It provides funds for acquisition, enhancement, and restoration of wildlife areas, including programs and trails that bring urban residents into parks and wildlife areas. The grant requires a 50% match from a non-state source.				
	ACTUAL	PROJECTED	PROPOSED	
	FY 08-09	FY 09-10	FY 10-11	
REVENUES				
16913002 HABITAT CONSERVATION FUND				
52025 State Grant - Direct	39,347	0	75,000	
57081 Gifts & Donations	0	0	0	
TOTAL ANTICIPATED REVENUES	<u>39,347</u>	<u>0</u>	<u>75,000</u>	
	ACTUAL	PROJECTED	PROPOSED	
	FY 08-09	FY 09-10	FY 10-11	
EXPENDITURES				
16913262 HABITAT CONSERVATION FUND				
66220 Improvements other than Buildings	144,822	0	75,000	
TOTAL ANTICIPATED EXPENDITURES	<u>144,822</u>	<u>0</u>	<u>75,000</u>	
PRIOR YEAR FUNDING PROJECTS				FY 10-11
<i>Park Facility Improvements</i>				
Fisher Park Parking Lot Reconstruction			75,000	
TOTAL PARK FACILITY IMPROVEMENTS			<u>75,000</u>	

CAPITAL FUNDS

State Recreation Trails Program		PROGRAM		Fund 172
PURPOSE: This funding source is made available by the Sate of California, Department of Parks and Recreation. This competitive grant program was established under the Transportation Equity Act for the 21st Century and provides funds annually for recreational trails and trail-related projects. Approximately \$2.2 million per year is the available for non-motorized projects.				
		ACTUAL	PROJECTED	PROPOSED
		FY 08-09	FY 09-10	FY 10-11
REVENUES				
17213002	NATIONAL RECREATION TRAILS FUND ACT			
	52025 State Aid Program	82,202	0	253,440
	57000 Expense Reimbursement	0	0	0
	TOTAL ANTICIPATED REVENUES	<u>82,202</u>	<u>0</u>	<u>253,440</u>
		ACTUAL	PROJECTED	PROPOSED
		FY 08-09	FY 09-10	FY 10-11
EXPENDITURES				
17213240	NATIONAL RECREATION TRAILS FUND ACT			
	66220 Improvements other than Buildings	110,861	0	253,440
	TOTAL ANTICIPATED EXPENDITURES	<u>110,861</u>	<u>0</u>	<u>253,440</u>
PRIOR YEAR FUNDING PROJECTS				PROPOSED
				FY 10-11
<i>Park Facility Improvements</i>				
	Golden Loop Bike Trail Rehabilitation Project			253,440
	TOTAL PARK FACILITY IMPROVEMENTS			<u>253,440</u>

CAPITAL FUNDS

Park Acquisition & Development	PROGRAM	Fund 301-314	
<p>PURPOSE: Park Acquisition and Development fees are charged to developers for all residential development in order to allow the City to maintain adequate green space and recreational facilities for the City's population as it increases as a result of such residential development. The fees this derived are the primary source of funding for development, enhancement, and renovation of the City's parklands.</p>			
	ACTUAL	PROJECTED	PROPOSED
	FY 08-09	FY 09-10	FY 10-11
REVENUES			
31113002 RESIDENTIAL DEVELOPMENT DISTRICT 1			
50001	Balance from Prior Year	0	13,070
53300	Park Acquisition & Dev. Fees	0	66,615
57991	Miscellaneous	1,994	0
		1,994	13,070
31213002 RESIDENTIAL DEVELOPMENT DISTRICT 2			
53300	Park Acquisition & Dev. Fees	0	75,000
58000	Earnings on Investments	46,918	0
		46,918	75,000
31313002 RESIDENTIAL DEVELOPMENT DISTRICT 3			
53300	Park Acquisition & Dev. Fees	0	284,160
57991	Miscellaneous	7,878	0
58000	Earnings on Investments	12,777	0
		20,655	284,160
TOTAL PARK ACQUISITION AND DEVELOPMENT			
		69,567	13,070
EXPENDITURES			
31113260 RESIDENTIAL DEVELOPMENT DISTRICT 1			
66220	Improvements Other than Buildings	0	66,615
		0	66,615
31213260 RESIDENTIAL DEVELOPMENT DISTRICT 2			
66220	Improvements Other than Buildings	405,654	75,000
		405,654	75,000
31313260 RESIDENTIAL DEVELOPMENT DISTRICT 3			
66220	Improvements Other than Buildings	37,466	284,160
		37,466	284,160
TOTAL PARK ACQUISITION AND DEVELOPMENT			
		443,119	13,070
			PROPOSED
			FY 10-11
PROJECTS			
Park Facility Improvements			
17TH Street triangle Trail Access Site (District I)			42,615
Edna Park Trailside Rest Area (District I)			24,000
Fisher Park Butterfly & Bird Habitat (District 2)			75,000
Golden Loop Bike Trail Rehabilitation Project (District 3)			104,160
Sandpointe Park Concrete Walkway (District 3)			130,000
Santa Ana Zoo - Amazon's Edge Filtration (District 3)			50,000
TOTAL			425,775

CAPITAL FUNDS

Police Building Debt Service		PROGRAM		Fund 400	
PURPOSE:		The Police Administration and Holding Facility Lease Revenue Bonds, Series 1994A were issued in March 1994 for \$107,399,438.50 at a 5.80% yield. This program accounts for the flow of funds in terms of revenues and expenditures based on the debt service schedule.			
		ACTUAL	PROJECTED	PROPOSED	
		FY 08-09	FY 09-10	FY 10-11	
REVENUES					
40019002 POLICE BUILDING DEBT SERVICE					
58000	Earnings on Investments	70,977	0	15,000	
58005	Investment Income -Trustee	535,484	0	0	
59000-11	Transfer From General Fund 11	9,325,895	9,130,425	9,094,075	
TOTAL POLICE BUILDING DEBT SERVICE FUND		<u>9,932,356</u>	<u>9,130,425</u>	<u>9,109,075</u>	
		ACTUAL	PROJECTED	PROPOSED	
		FY 08-09	FY 09-10	FY 10-11	
EXPENDITURES					
40019020 POLICE BUILDING DEBT SERVICE					
62300	Other Contractual Services	50,712	15,000	15,000	
67300	Bond Principal	3,870,000	9,115,425	4,190,000	
67310	Bond Interest	5,259,575	0	4,904,075	
TOTAL POLICE BUILDING DEBT SERVICE FUND		<u>9,180,287</u>	<u>9,130,425</u>	<u>9,109,075</u>	

CAPITAL FUNDS

Police Building Debt Schedule

PROGRAM

Fund 400

PURPOSE: The Police Administration and Holding Facility Lease Revenue Bonds, Series 1994A were issued in March 1994 for \$107,399,438.50 at a 5.80% yield. In February 2004, the City issued a Lease Revenue Refunding Bonds Series 2004A to defease a portion of the \$107,399,438.50 in the aggregate principal amount of \$38,830,000 at an average yield of 3.0455 %. The refunding gave the City a net present value savings of \$ 3,282,010. This program shows the debt service payment schedule to defease the balance of the 1994 Lease Revenue Bonds and the Refunding Lease Revenue Bonds Series 2004A.

**CITY OF SANTA ANA
POLICE BUILDING DEBT SERVICE FUND: REFUNDING LEASE REVENUE BONDS SERIES 2004A
SCHEDULE OF ANNUAL DEBT SERVICE**

<u>Fiscal Year*</u>	<u>Principal Repayment</u>	<u>Interest Payments</u>	<u>Total Annual Interest & Principal Payments</u>	<u>Capitalized Interest DSRF** Earnings</u>	<u>Annual Net Debt Service Year Ending</u>
2010-2011	4,190,000	4,904,075	9,094,075	0	9,094,075
2011-2012	4,370,000	4,694,575	9,064,575	0	9,064,575
2012-2013	4,585,000	4,541,625	9,126,625	0	9,126,625
2013-2014	4,685,000	4,381,150	9,066,150	0	9,066,150
2014-2015	5,030,000	4,193,750	9,223,750	0	9,223,750
2015-2016	5,345,000	3,879,375	9,224,375	0	9,224,375
2016-2017	5,680,000	3,545,313	9,225,313	0	9,225,313
2017-2018	6,035,000	3,190,313	9,225,313	0	9,225,313
2018-2019	6,410,000	2,813,125	9,223,125	0	9,223,125
2019-2020	6,815,000	2,412,500	9,227,500	0	9,227,500
2020-2021	7,240,000	1,986,563	9,226,563	0	9,226,563
2021-2022	7,690,000	1,534,063	9,224,063	0	9,224,063
2022-2023	8,170,000	1,053,438	9,223,438	0	9,223,438
2023-2024	8,685,000	542,813	9,227,813	0	9,227,813
TOTAL	<u><u>84,930,000</u></u>	<u><u>43,672,678</u></u>	<u><u>128,602,678</u></u>	<u><u>0</u></u>	<u><u>128,602,678</u></u>

* Fiscal Year begins July 1st and ends June 30th.

** Debt Service Reserve Fund (DSRF)

**CITY OF SANTA ANA
CAPITAL IMPROVEMENT PROGRAM (CIP)
FY 10-11 CIP PROJECTS BY CATEGORY**

<u>PROJECTS</u>	<u>TOTAL</u>
I. NEIGHBORHOOD IMPROVEMENTS	
Neighborhood Street Improvements	
Neighborhood Traffic Management	1,000,000
Golden Circle Street Rehabilitation	526,167
Residential Street Repair Program	10,455,000
Subtotal Neighborhood Street Improvements	11,981,167
Curb, Gutter, Sidewalk	
Omnibus Concrete	250,000
Subtotal Curb, Gutter, Sidewalk	250,000
TOTAL NEIGHBORHOOD IMPROVEMENTS	12,231,167
II. ARTERIAL IMPROVEMENTS	
Arterial Widening	
Alton Avenue Overcrossing @ SR-55	303,827
Bristol Street Widening: Phase I - McFadden to Pine	1,200,000
Bristol Street Widening: Phase II - Third to Civic Center	7,300,000
Bristol Street Widening: Phase III - Civic Center to 17th	175,000
Bristol Street Widening: Phase IV - Warner to St. Andrew	175,000
Bristol/17th Intersection Widening	7,283,800
Bristol/Warner Intersection Widening	2,275,000
Project Development	87,000
Right-of-Way Management	85,000
Subtotal Arterial Widening	18,884,627
Street Reconstruction/Resurfacing	
Broadway: Anahurst to Edinger	224,794
Broadway: Edinger to McFadden	769,000
Broadway: McFadden to First	365,216
Broadway: Civic Center to Santa Clara	2,160,500
Chestnut: Standard to Elk	895,000
First Street: Grand to I-5 Fwy.	1,100,000
Hazard: Harbor to Euclid	355,563
Minor Arterial Street Design	400,000
Pavement Management	200,000
Raitt Street: Warner to Saint Gertrude	526,882
Subtotal Street Reconstruction/Resurfacing	6,996,955
TOTAL ARTERIAL IMPROVEMENTS	25,881,582
III. TRAFFIC IMPROVEMENTS	
Traffic Improvements	
Citywide Speed Limit Study	100,000
Railroad Grade Crossing Safety Enhancement and Quiet Zone Improvement Projects	789,845
Traffic Management Plans	30,000
Traffic Signal Equipment Replacement	70,000
Traffic Signal System Upgrade, Phase I - IV	1,190,000
Subtotal Traffic Improvements	2,179,845
TOTAL TRAFFIC IMPROVEMENTS	2,179,845

**CITY OF SANTA ANA
CAPITAL IMPROVEMENT PROGRAM (CIP)
FY 10-11 CIP PROJECTS BY CATEGORY**

<u>PROJECTS</u>	<u>TOTAL</u>
IV. INFRASTRUCTURE IMPROVEMENTS	
Sewer	
Sewer Main Hot Spot Repairs and Main Replacements	1,900,000
Sewer Main Relining/Rehabilitation	500,000
Subtotal Sewer	2,400,000
Water	
Water Main Replacements	4,700,000
Subtotal Water	4,700,000
TOTAL INFRASTRUCTURE IMPROVEMENTS	7,100,000
V. CITY FACILITY IMPROVEMENTS	
City Facility Improvements	
Santa Ana Public Facilities Renovation	2,576,630
Santa Ana Regional Transportation Center Improvements	100,000
Subtotal City Facility Improvements	2,676,630
VI. PARK FACILITY IMPROVEMENTS	
Park Facility Improvements/Renovation	
17th Street Triangle Trail Access Site	42,615
Adams Park Parking Lot Reconstruction	75,000
Birch Park Improvements	61,385
Campesino Park Parking Lot Reconstruction	65,000
Centennial Park Restroom Roof Reconstruction	110,000
Edna Park Trailside Rest Area	42,615
El Salvador Park Parking Lot Reconstruction	90,000
Fisher Park Butterfly & Bird Habitat	150,000
Golden Loop Bike Trail Rehabilitation Project	357,600
Madison Park Concrete Walkway Reconstruction	186,000
Memorial Park Sports Court & Walkway Renovation	100,000
Rosita Park Parking Lot Reconstruction	50,000
Sandpointe Park Concrete Walkway Replacement - Phase 1	130,000
Santa Ana Stadium Synthetic Turf Upgrade	150,000
Santa Ana Zoo - Amazon's Edge Filtration System	50,000
Southwest Senior Center & Corbin Center Parking Lot Reconstruction	180,000
Subtotal Park Improvements/Renovation	1,840,215
TOTAL PARK FACILITY IMPROVEMENTS	1,840,215
GRAND TOTAL	51,909,439

**CITY OF SANTA ANA
SEVEN-YEAR CAPITAL IMPROVEMENT PROGRAM
FY 10-11 THROUGH FY 16-17**

PROJECTS	FY 10-11	FY 11-12	FY 12-13	FY 13-14	FY 14-15	FY 15-16	FY 16-17	TOTAL
I. NEIGHBORHOOD IMPROVEMENTS								
Neighborhood Street Improvements	11,981,167	1,294,000	1,408,700	1,408,700	1,408,700	1,524,000	1,524,000	20,549,267
Curb, Gutter, Sidewalk Improvements	250,000	250,000	250,000	250,000	250,000	250,000	250,000	1,750,000
Total Neighborhood Improvements	12,231,167	1,544,000	1,658,700	1,658,700	1,658,700	1,774,000	1,774,000	22,299,267
II. ARTERIAL IMPROVEMENTS								
Arterial Widening	18,884,627	38,365,000	34,365,000	37,665,000	9,465,000	165,000	165,000	139,074,627
Street Reconstruction/Resurfacing	6,996,955	1,869,437	5,063,000	5,268,000	5,553,000	5,636,000	5,848,000	36,234,392
Total Arterial Improvements	25,881,582	40,234,437	39,428,000	42,933,000	15,018,000	5,801,000	6,013,000	175,309,019
III. TRAFFIC IMPROVEMENTS								
Traffic Improvements	2,179,845	580,000	290,000	290,000	300,000	400,000	310,000	4,349,845
Total Traffic Improvements	2,179,845	580,000	290,000	290,000	300,000	400,000	310,000	4,349,845
IV. INFRASTRUCTURE IMPROVEMENTS								
Sewer	2,400,000	2,900,000	3,400,000	3,900,000	4,400,000	4,900,000	4,900,000	26,800,000
Water	4,700,000	3,500,000	4,000,000	4,500,000	5,000,000	5,500,000	6,000,000	33,200,000
Total Infrastructure Improvements	7,100,000	6,400,000	7,400,000	8,400,000	9,400,000	10,400,000	10,900,000	60,000,000
V. CITY FACILITY IMPROVEMENTS								
Facility Improvements	2,676,630	0	0	0	0	0	0	2,676,630
Total City Facility Improvements	2,676,630	0	0	0	0	0	0	2,676,630
VI. PARK IMPROVEMENTS								
Park Improvements/Renovation	1,840,215	0	0	0	0	0	0	1,840,215
Total Park Improvements	1,840,215	0	0	0	0	0	0	1,840,215
GRAND TOTAL	51,909,439	48,758,437	48,776,700	53,281,700	26,376,700	18,375,000	18,997,000	266,474,976

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