

For the Fiscal Year Beginning July 1, 2011

City of Santa Ana
Annual Budget

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City of Santa Ana

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CITY OF SANTA ANA

CITY MANAGER
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CLERK OF THE COUNCIL
Maria D. Huizar

May 16, 2011

Honorable Mayor and City Council Members:

We are pleased to present the budget for the City of Santa Ana for the 2011-2012 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 2011-2012 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 low property values and high unemployment levels—and Santa Ana is feeling these impacts as a community. Median home prices have fallen over 40 percent, their lowest since 2003. The decline in property values has spilled over into the commercial sector which is negatively impacting the business community and local redevelopment efforts. According to the County of Orange Assessor's Office, property tax revenues will finally flatten-out during fiscal year 2011-12 as housing prices begin to stabilize. A recent report from the State of California Employment Development Department (EDD) puts the preliminary March 2011 unemployment rate in Santa Ana at 14.3%, the second highest in Orange County. These economic indicators mean Santa Ana residents have less disposable income due to limited job growth and decreased home values.

Discretionary spending has a major impact on both the businesses in our community and the revenues we receive as a City. Although, sales tax revenues are improving, the gains are considered nominal when compared to the losses experienced over the past three years. From fiscal years 2006-07 to 2009-10, the City's sales tax revenue experienced a 27 percent (over \$12 million) drop. Business-to-business and construction sectors contributed heavily to the City's overall sales tax declines.

The State of California continues to have its own budgetary challenges, which potentially puts the City's revenues at risk. As part of the current budget, the State proposes to eliminate the current funding mechanism for all Redevelopment Agencies which would prohibit existing agencies from creating new contracts or obligations. Existing Redevelopment Agencies would be disestablished and successor local agencies would be required to use the tax increment revenues that local Redevelopment Agencies would otherwise have received to retire debts and contractual obligations. Essentially, local Redevelopment Agencies would be eliminated. This all comes on the heels of a \$2.05 billion State raid of local Redevelopment funds of which the City of Santa Ana was obligated to pay the County Supplemental Educational Revenue Augmentation \$21.2M over the past two years.

While the nation is experiencing mixed signals 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 and turmoil in the Middle Eastern countries have 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 feeling 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, the economy appears to be recovering. Although commercial real estate continues to pose 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 8.8%, California at 12.3%, while Santa Ana is estimated at 14.3%. 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 2011-2012 is \$440,323,344. Of this amount \$84.2 million represents the water, sewer, sanitation and refuse funds; \$35 million comes from grants and other special revenues for restrictive programs; \$22.6 million from grants for capital projects; \$88.5 million comes from redevelopment and housing assistance; and \$210 million represents the General Fund.

Total budgeted appropriations for all city funds for 2011-2012 is \$459,361,890 which is a decrease of 2.8% (or \$13.1M) when compared to the prior year budget. Fiscal year 2011-2012 budget includes a capital improvement budget of \$25.4 million; a water, sewer, sanitation and refuse budget of \$92 million; redevelopment and housing budget of \$89.8 million; special revenues and grants of \$42.1 million; and a General Fund budget of \$210 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 2011 was 325,228 which is over a 50 percent increase over the past 20+ years. The General Fund's four largest revenue sources comprise 54% of total General Fund revenues. Those revenue sources are Sales Tax (17.1%), Property Tax (13%), Property Tax in Lieu of Motor Vehicle Fees (12%) and Utility Users Tax (11.9%).

Despite depressed home sales, volatility in energy costs and high unemployment, the City's General Fund largest revenue sources appear to be stabilizing. Sales Tax revenues are expected to increase by 9.7% to just over \$35.9 million as the economy begins to recover. Both Property Tax and Property Tax In-Lieu of Motor Vehicle License revenues are expected to remain flat at \$27.3 and \$25.2 million respectively as the housing markets stabilize. Utility Users Tax revenues are expected to decline 5.5% to \$25 million as a result of telecommunications customer base shifting from land-line phones to wireless services. Revenues received from charges for services are expected to decline by 5.9%, primarily due to a drop in paramedic charges and subscription service activity. Revenue transfers into the General Fund will increase by over \$10 million as a result of internal service borrowing to balance the budget. Overall, General Fund revenues for the coming fiscal year are expected to increase by 6.5% from budgeted FY 2010-2011, primarily as a result of internal service fund borrowing.

Throughout the last three 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 City had experienced rapid declines in revenues which accelerated the need for significant budgetary reductions. The Mayor and City Council agreed that we should continue 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.

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 and 2010-2011 fiscal years to ensure fiscal stability by year end.

In terms of reserves, it becomes 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.

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 74% 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, CASA), 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. In spite of these efforts, the City was 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 was 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. In July 2010, these same bargaining groups once again agreed to defer their negotiated salary increases and made several other salary and benefit related concessions to reduce city costs and help preserve front-line services at their current levels. SEIU also agreed to various salary and benefit related concessions which included furloughing its members. During fiscal year 2010-2011, the Executive Management Team established several committees to evaluate cost saving opportunities to permanently reduce City costs. This resulted in \$1.4 million in cost reduction strategies that will be implemented during 2011-2012. In addition, the City is currently conducting a citywide cost allocation study as a means by which to allocate general fund costs to non-general fund sources and assess the possibility of future cost recovery fees.

For 2011-2012, departmental budgets incorporate various assumptions which include bargaining group concessions and the end of certain deferrals such as negotiated salary increases and accrual cash-outs. For the most part, the City's budget is balanced through the use of anticipated vacancy savings, restructuring of internal service fund cost allocations and the use of one-time funds. As far as the proposed departmental reductions, all are being accomplished through the elimination of vacancies that have been created due to retirements.

The proposed budget decreases the full-time employee count by 3 positions for a total workforce allocation of 1510. This workforce figure equates to a ratio of 4.6 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 one of 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 have improved, as private contractors have more personnel who can be devoted to providing the level of service our busy park sites require.

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 2011-2012 exceeds \$25 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 2011-2012 that will enhance the City's public safety include the following:

- The City of Santa Ana Police Department has applied for federal funding through the COPS hiring program for 18 police officers. Thirteen officers have completed the police academy and the field training process. Five additional officers will be attending the police academy in June.
- 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.

- Since its inception, the Cities of Santa Ana and Anaheim have been jointly awarded over \$68 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.
- Santa Ana Police and the California Endowment / Santa Ana Building Healthy Communities (SABHC) have partnered up to continue community education efforts within the Building Healthy Community areas. Grant funding from the California Endowment will allow the Police Department to lead a team of educators, social service experts and Non-Profit entities to offer 16 courses to area residents. Courses such as JR. COP, the Teen Academy and the Parent Academy will address public safety issues and empower residents to work with their neighborhoods for a safer and healthier community.
- The Police Department will continue to work closely with the Santa Ana Police Foundation to bring businesses and youth together, through business emergency preparedness, youth gang prevention and direct departmental support.
- The Police Department has applied for \$355,000 in additional funding from the Department of Justice, Solving Cold Case with DNA Grant. This grant provides overtime salary to accelerate the process of submission of DNA evidence on older cases. If awarded, the grant will fund in November 2011.
- The Computer Forensics Unit has completed its third year of operation and continues to uncover vital evidence in all case types including discovering additional crimes, identifying victims, suspects, and finding key evidence not found elsewhere including evidence on murder cases. In the past year, the Unit assisted over 80 Santa Ana Police Department and outside agency investigations, examined over 150 computers and devices, obtained or assisted in preparing over a dozen search warrants, and has testified in both Santa Ana Police Department and outside agency murder trials, all with convictions. The Computer Forensics Unit will join with the FBI, DA's office, and eight other agencies later this year to form the new OCRCFL. 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 continue. 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 (MMRS). 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, supplies and training. This year's grant funds are targeted to upgrade Cardiac Monitor/Defibrillators. The upgrade provides External Pacing that allows for advanced heart regulating for cardiac patients.
- The Fire Department is receiving an approximate \$35,000 in federal funding through the Emergency Management Performance Grant (EMPG). The grant supports activities that contribute to our capability to prepare for, militate against, respond to, and recovery from disasters, whether natural or man-made. The focus is on training; Emergency Operation Center facilities, equipment and personnel.
- The Fire Department has received \$20,000 in state funding through the CalEMA Hazardous Materials Emergency Preparedness Planning Grant (HMEP). The grant supports the required maintenance and updates of the City's Hazardous Materials Area Plan. The plan is a preparatory measure to insure safe transport of hazardous materials through the City as well as a response plan to mitigate releases.
- The Fire Department has received \$62,400 in federal funding through the Assistance to Firefighter Grant (AFG). The grant supports the health and safety of the public and firefighting personnel against fire and fire related hazards. The fire department focus this year is the upgrade and purchase of firefighting gloves and boots.
- The Fire Department has applied for \$20,000 of designated state funding (CalEMA) that is being allotted through Assembly Bill 2286. The bill requires all local government agencies and regulated business to report hazardous materials Business Emergency Response plans and chemical inventory to the State electronically by January 1, 2013. The funds will be expended to connect our electronic files to the Orange Health Care Agency electronic portal that in turn will report countywide data to the State.
- The Fire Department continues to work collaboratively with the Orange County Health Care Agency/Emergency Medical Services agency (OCHCA) in their effort to implement a single integrated electronic data system to connect patient data tracking between field paramedics, local hospitals, ambulance companies and OCHCA. OCHCA has received \$375,000 in federal funding through the Urban Areas Security Initiative (UASI) with the intent to provide collaboration funding.

Improve Transportation Infrastructure

Transportation improvements continue to be a priority for the City in FY 2011-2012. Funding highlights include a return of competitive grants from OCTA as part of the renewed Measure

M2 as well as funding from the Federal Transit Agency for the Fixed Guideway project. Programs for FY 2011-2012 that will improve the City's transportation infrastructure include the following:

- The Residential Street Repair Program, the City's \$72 million investment in residential streets continues, with construction completion of the last two phases of the original program anticipated in summer 2011. 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 budget will enable 255 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 3.5 years, 1.5 years ahead of schedule. The total budget for Residential Street Repair in FY 2011-2012 is \$725,000. These improvements will focus on residential concrete streets within CDBG eligible areas.
- Progress continues on the \$225 million Bristol Street Widening Project from Warner Avenue to 17th Street. Phase I between McFadden and Pine was substantially completed in February 2011. Bristol/Warner Intersection Widening Project is under construction with completion anticipated in winter 2011. The Bristol/17th Intersection Widening Project is under construction and will be completed in spring 2012. Design and property acquisitions for Phase II between Third Street and Civic Center Drive are ongoing. The city was awarded \$6.24 million of construction funding for Phase II as part of the Arterial Capacity Enhancement (ACE) program of the renewed Measure M2. Construction of Phase II is scheduled to begin in spring 2012. An additional \$120,000 of ACE funds was awarded by OCTA for design of a portion of Phase III from Washington Avenue to 17th Street.
- Design of the Grand Avenue Widening Project from 1st to 4th is ongoing, with \$3.55 million budgeted in FY 2011-2012 for final design and land acquisition. Additional arterial improvements identified in the proposed budget include \$3 million for the rehabilitation of Lyon from Chestnut to First, McFadden from Euclid to Newhope, McFadden from Harbor to Fairview and a second year allocation to Hazard from Harbor to Euclid.
- The City's "Go Local" Transit Study proposes to build a fixed guideway system to provide high frequency transit service between the Santa Ana Regional Transportation Center (SARTC) and Harbor Boulevard in the City of Garden Grove. The system would provide a last mile connection for rail commuters travelling from SARTC to employment and activity centers in Central Orange County. It would also function as an urban circulator throughout downtown Santa Ana and the Civic Center, serving schools, businesses, and densely populated neighborhoods. To date, the project has received funding approval from the OCTA Go Local Program in the amount of \$11.4 million for environmental analysis, financial planning, project development and preliminary design. The project will be environmentally cleared and a Locally Preferred Alternative adopted by March 2012. Preliminary design for this important transit project will start in the second half of FY 2011-2012.

- The City applied for and received \$1.5 million in funding from OCTA to develop a Master Plan for the Santa Ana Regional Transportation Center (SARTC). In March 2010, the City hired the IBI Group to prepare the plan. IBI has completed the draft conceptual design and is working with staff to solicit feedback from various community and stakeholder groups. The SARTC Master Plan is one of the key components of the Santa Ana-Garden Grove Transit Vision. The goals for the SARTC Master Plan include: a transportation facility that integrates well with the surrounding community, provides new station areas for different transit modes including the fixed guideway, integrates land use and transportation (TOD development), improves bus, pedestrian and bicycle access, and creates an attractive, sustainable transportation facility with low maintenance costs. The study is scheduled to be completed on July 1, 2011.

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 reduced 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, re-engineering multiple services so that they can still be offered to the public but with less cost to the City and enhanced Park programs. Programs for FY 2011-2012 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 \$8 million, which strongly address deferred maintenance including resurfacing Jerome parking lot, El Salvador and Jerome walkway reconstruction, Santiago roadway reconstruction, security lighting improvements at Jerome Park, Monte Vista School Fencing, and Centennial Waterfowl Sanctuary. Additional park improvements include a retaining wall at Dan Young Soccer Complex Field #4, and development of Willard Intermediate Park. Also, Parks and Recreation will take lead in improving the Downtown's Fourth and French Plaza and a new park at McFadden/Orange.
- In addition, the Parks, Recreation and Community Services Agency is actively pursuing grant funding to extend our bike trail system, such as Phase 2 of the Flower Street Bike Trail, and a bike rest stop improvements at Maple/Occidental. We are also providing funding for park improvements, and working with the Santa Ana Unified School District on additional joint use agreements for use of school sites, at Willard, Garfield, Monte Vista and Roosevelt schools.
- 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. Partnerships with non-profits and leisure classes will continue to be provided by instructors instead of City staff to ensure a variety of programming for all ages.

- 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.
- The Library has been able to obtain several grants that will enable it to enhance services to the community without impact on the General Fund. The largest of these is the three-year, \$636,000, Laura Bush 21st Century Librarian grant from the federal Institute for Museum and Library Services. The Library will provide opportunities for bilingual teens and college-age young adults to learn about libraries and the library profession and to pursue successful careers as librarians. In the first year of the grant, the library has provided library employment and training for 20 high school and three college students from the local community. The program will use long-term mentoring and employment to support the students into higher education.
- The California State Library awarded \$28,000 to the Library for a project to train and mentor a core of volunteer Youth Health Ambassadors to create bilingual health-related videos for the community.
- Two smaller grants from the State Library will enable Library staff to: 1) support an ongoing oral history program, Our lives, Our History, in which the library's History Room and teen volunteers interview residents of Santa Ana to record their place in the history and heritage of the City, and; 2) through the "Skills to Work" program, provide the community with an ongoing series of six bilingual classes in résumé creation, online job searching, and e-mail communication, as well as a Job Fair.
- The successful "TeenSpace" program at the Library successfully expanded as a satellite initiative into the newly renovated Jerome Recreation Center. The TeenSpace at Jerome will provide all of the amenities, programs, workshops, and computer access available at the primary site in the Main library.
- In addition, the Parks, Recreation and Community Services Agency 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.
- Santa Ana's Art in the Park program brings art into the community for all to enjoy. Art in the Park encourages residents to collaborate with artists and creatively transform public spaces. Murals and sculptures enhance Santa Ana's natural environments to educate, delight, and motivate. The art reflects the experiences of the community and honors their history, building a legacy that future generations can cherish. Santa Ana is on a quest to produce more art throughout the City. This is made possible by donated funds and the dedicated work of neighborhood volunteers.
- The Santa Ana Zoo at Prentice Park has improved its ability to attract greater attendance because of the recent improvements in the animal collection. The public is learning how

giant anteaters, rheas, and guanacos live in the grasslands, their natural habitats. Knowlwood, the new zoo concessionaire, is getting positive praise from zoo visitors.

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.
- Park Maintenance Inspection provides 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. By providing an efficient system, PRCSA is able to provide the best level of service at lowest cost. We have already seen a vast improvement in the maintenance quality of our parks.
- Facilities, Fleet Management, and Central Stores, (FMCS) through new leadership, will broaden its approach towards technology and renewable and sustainable energy. FMCS will aggressively pursue the transition of the three (3) business units towards renewable, sustainable alternative energy and fuels. FMCS 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 energy such as compressed natural gas, hydrogen, propane, ethanol, biodiesel, electric as well as hybrid vehicles. Furthermore, FMCS will pursue Leadership Environmental Energy Design (LEED) certification for the Corporate Yard, including solar power and Green: Purchasing Policy in the City Central Stores operation.

- The American Recovery and Reinvestment Act (ARRA) awarded Santa Ana \$2.8 million in funding to be allocated over three-years for **Homelessness Prevention and Rapid Re-Housing** (HPRP.) These programs 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).
- The WORK Center received an additional \$68,419 from the State of California to implement the California New Start – Prison-to-Employment program for parolees. The CA New Start – Prison-to-Employment program is a collaborative project that utilizes the resources and service delivery mechanisms of the California Department of Corrections and Rehabilitation (CDCR), Employment Development Department (EDD), and the City of Santa Ana WORK Center. The primary goal of the program is to improve the vocational aptitude of offenders while in custody and increase the likelihood of their secured employment upon release from prison. CA New Start is vital in reducing prisoner recidivism and improving parolee reintegration by providing jobs.
- The City has applied for and received more than \$17 million through the federal Neighborhood Stabilization Program (NSP), which is intended to help states, local governments and consortiums to purchase, rehabilitate and resell foreclosed residential properties. These activities will help reduce the negative social and economic impact of residential foreclosures, by restoring property values and bringing families back into neighborhoods, local schools, and the local economy, both as employees and customers. To date, the City's NSP activities have been among the most successful in the entire country, and Santa Ana has been recognized as a model others should follow for Best Practices in Program Management. The City has exceeded all federal NSP implementation standards, and has helped bring a total of 62 rental and owner occupied units out of foreclosure. In addition, a 37-unit new construction project is being developed on a foreclosed vacant lot.

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 2011-2012 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 2011-2012 Fiscal Year.



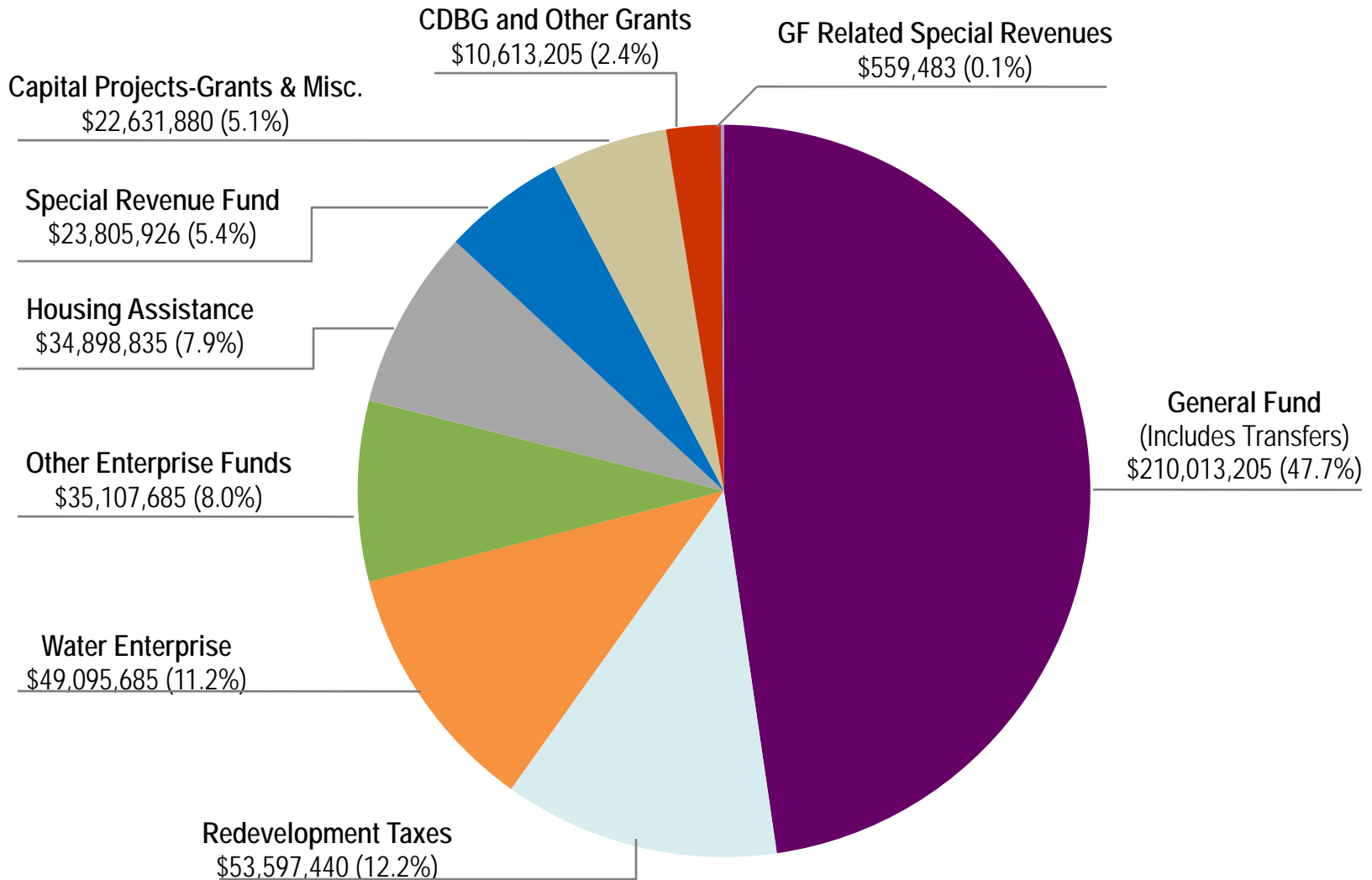
David N. Ream
City Manager

Governmental Funds Revenue Sources

FY 2011-2012 Estimated Revenues: \$ 440,323,344

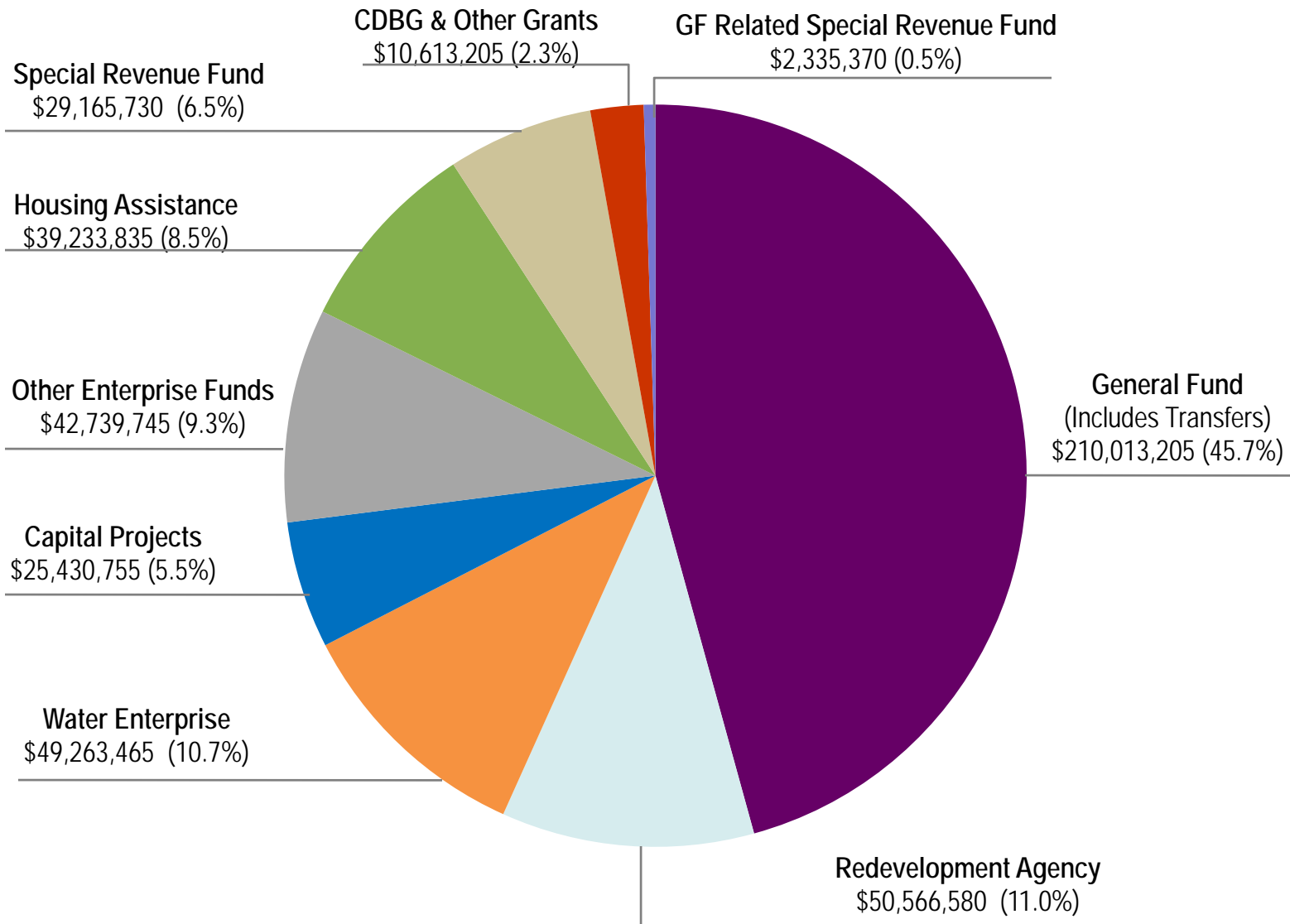
Fund Balance: 19,038,546

Total Revenue Sources: \$ 459,361,890



Governmental Funds Appropriations

FY 2011-2012 \$459,361,890



FY 11-12 TOTAL BUDGET SUMMARY
EXPENDITURES AND INTERFUND TRANSFERS BY DEPARTMENT & FUNDING SOURCE

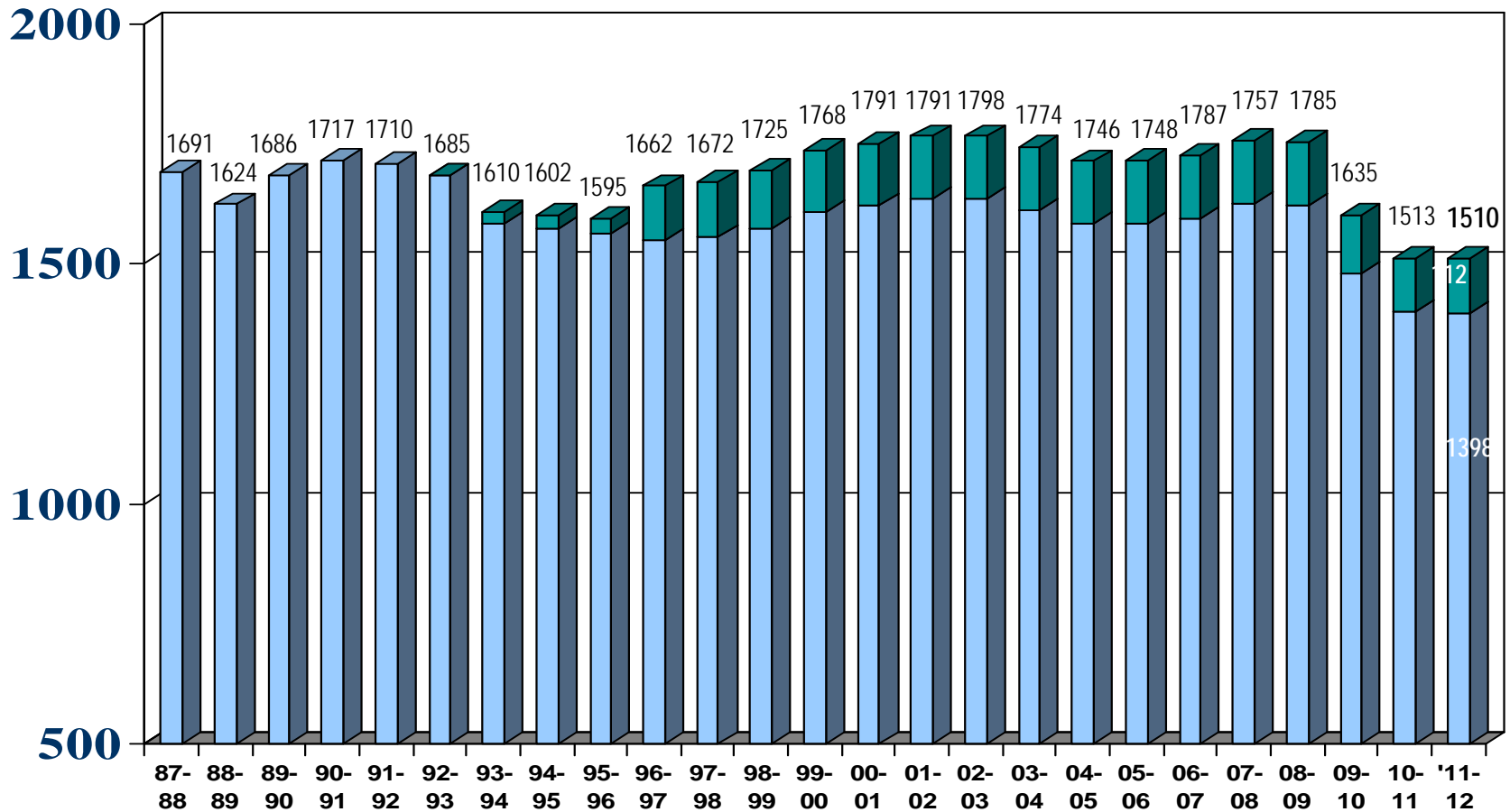
1 - 3

DEPARTMENT	General Fund	Community Dev./Redev.	Enterprise Revenues	Housing Authority	CDBG Fund	Capital Projects	Grant** Funding	Special Revenues	TOTAL	%
Police Department	104,594,640				564,000			17,789,907	122,948,547	26.9%
Community Development Agency		50,566,580	5,371,730	39,233,835	3,550,000		3,513,205		102,235,350	22.4%
Public Works Agency	4,674,000		86,631,480		1,000,000	20,403,255		7,166,440	119,875,175	26.2%
Fire Department	48,153,140							586,440	48,739,580	10.7%
Parks, Recreation & Com. Services	16,412,720	600,000			436,000	5,012,500		2,138,828	24,600,048	5.4%
Planning & Building Agency	8,323,215				1,450,000			355,500	10,128,715	2.2%
Finance & Management Services	3,953,370							200,000	4,153,370	0.9%
City Attorney's Office	2,081,395				100,000				2,181,395	0.5%
Personnel Services	1,480,135							328,615	1,808,750	0.4%
City Manager's Office	1,925,130								1,925,130	0.4%
Bowers Museum	1,809,505								1,809,505	0.4%
Non-Departmental	1,434,925								1,434,925	0.3%
Clerk of the Council Office	644,225								644,225	0.1%
PD Debt Service	9,064,575					15,000			9,079,575	2.0%
Information Svcs. Strategic Plan	2,662,230								2,662,230	0.6%
Interfund Transfers Out	2,800,000								2,800,000	0.6%
Subtotal	210,013,205	51,166,580	92,003,210	39,233,835	7,100,000	25,430,755	3,513,205	28,565,730	457,026,520	100.0%
GF related Special Revenue Fund	2,335,370								2,335,370	
TOTAL	212,348,575	51,166,580	92,003,210	39,233,835	7,100,000	25,430,755	3,513,205	28,565,730	459,361,890	

** Includes Workforce Investment Act

Number of Full-Time Employees

FY 87-88 through FY11-12



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

F/T Employees

Detention Staff



Annual Totals Include Grant Funded Positions

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

<u>Qty.</u>		<u>Fiscal Impact</u>
Finance & Management Services		
(1)	Fleet Equipment Supervisor - Parts*	(134,649)
(1)	Store Keeper*	(100,934)
<hr/>		
(2)		(235,583)
 Public Works Agency		
(1)	Senior Office Assistant*	(76,863)
(1)	Equipment Operator - Motor Sweeper*	(103,094)
(1)	Construction Inspector I*	(110,705)
(1)	Asst. Engineer - Transportation (partial yr.)*	(28,295)
2	Water Service Worker II*	162,368
1	Water Services Meter Repairer II*	89,131
<hr/>		
(1)		(67,458)
 Total		
(3)		(303,041)

*Non-General Fund

Reallocations

FULL-TIME WORKFORCE CHANGES

<u>Qty.</u>		<u>Fiscal Impact</u>
City Attorney's Office		
(1)	Assistant City Attorney (MM)	(195,555)
1	Chief Assistant City Attorney (MM)	209,295
		<u>13,740</u>
Finance & Management Services		
(1)	Fleet Equipment Supervisor*	(134,649)
1	Sr. Fleet Equipment Supervisor*	147,108
(1)	Supervising Accountant*	(153,450)
1	Accounting Manager (MM)*	176,930
(1)	Sr. Accounting Assistant*	(77,480)
1	Sr. Accounting Assistant/System Tech*	77,480
(1)	Computer Operator*	(94,220)
(1)	Micro Systems Programmer*	(132,770)
2	Micro Systems Technician*	176,580
(1)	Executive Secretary	(98,120)
1	Finance Executive Secretary	98,120
(1)	Accounting Assistant	(84,890)
1	Purchasing Specialist	72,180
(1)	Purchasing Supervisor	(114,620)
1	Buyer	94,950
		<u>(46,851)</u>
Parks Recreation and Community Services		
(1)	Senior Librarian	(100,141)
1	Principal Librarian	108,530
		<u>8,389</u>
Public Works Agency		
(1)	Engineering Tech II*	(109,771)
1	Engineering Aide*	101,309
		<u>(8,462)</u>
Total		<u>(33,184)</u>

*Non-General Fund

Positions to be Unfunded **FULL-TIME WORKFORCE CHANGES**

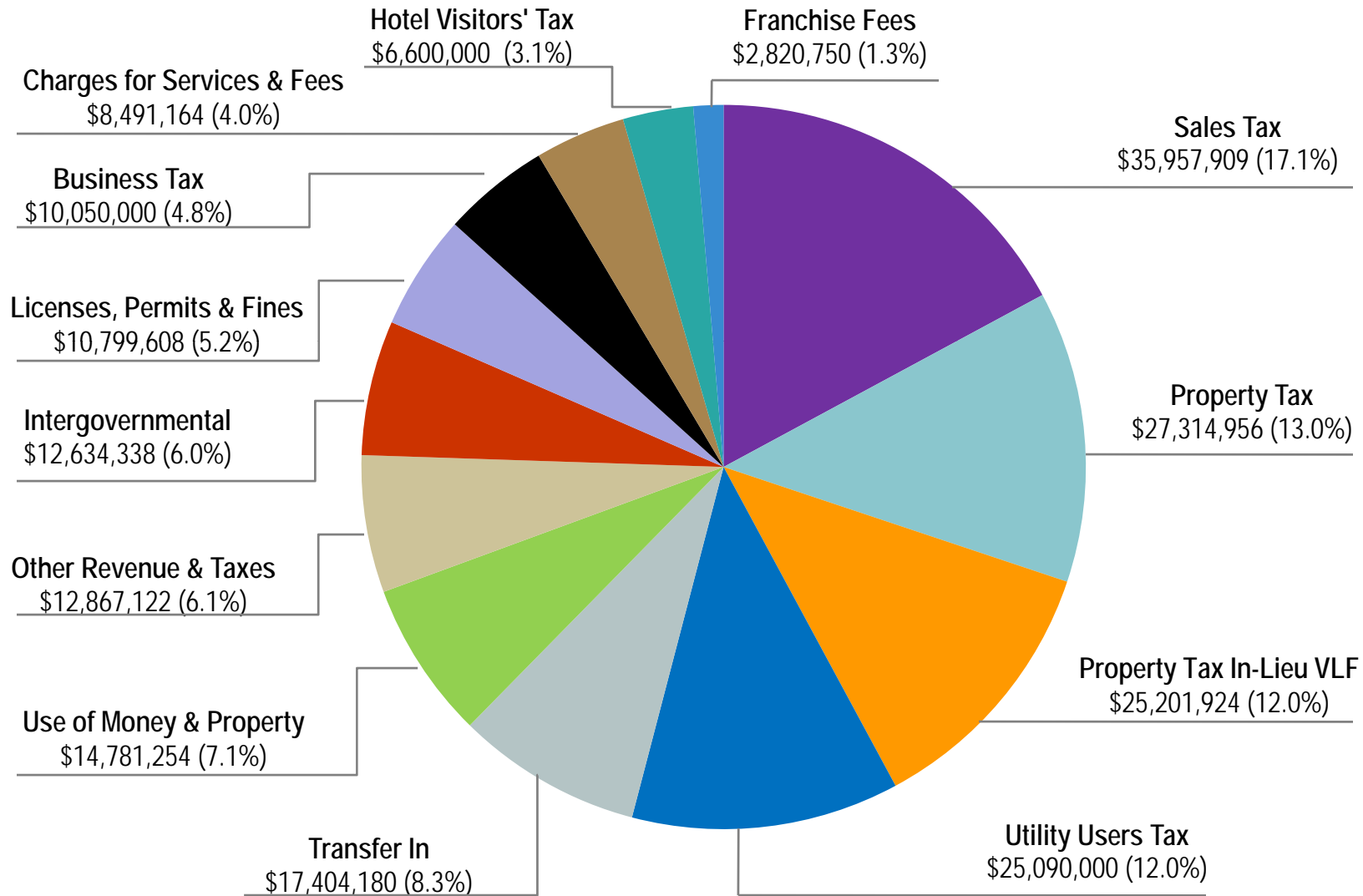
<u>Qty.</u>		<u>Fiscal Impact</u>
Finance & Management Services		
2	Fleet Tech II*	(187,238)
1	Custodian Supervisor*	(106,250)
1	Accountant II	(92,820)
<hr/>		(386,308)
 Planning & Building Agency		
1	Associate Planner	(128,876)
1	Deputy Building Official - New Construction	(180,186)
<hr/>		(309,062)
Total	<u>6</u>	<u>(695,370)</u>

*Non-General Fund

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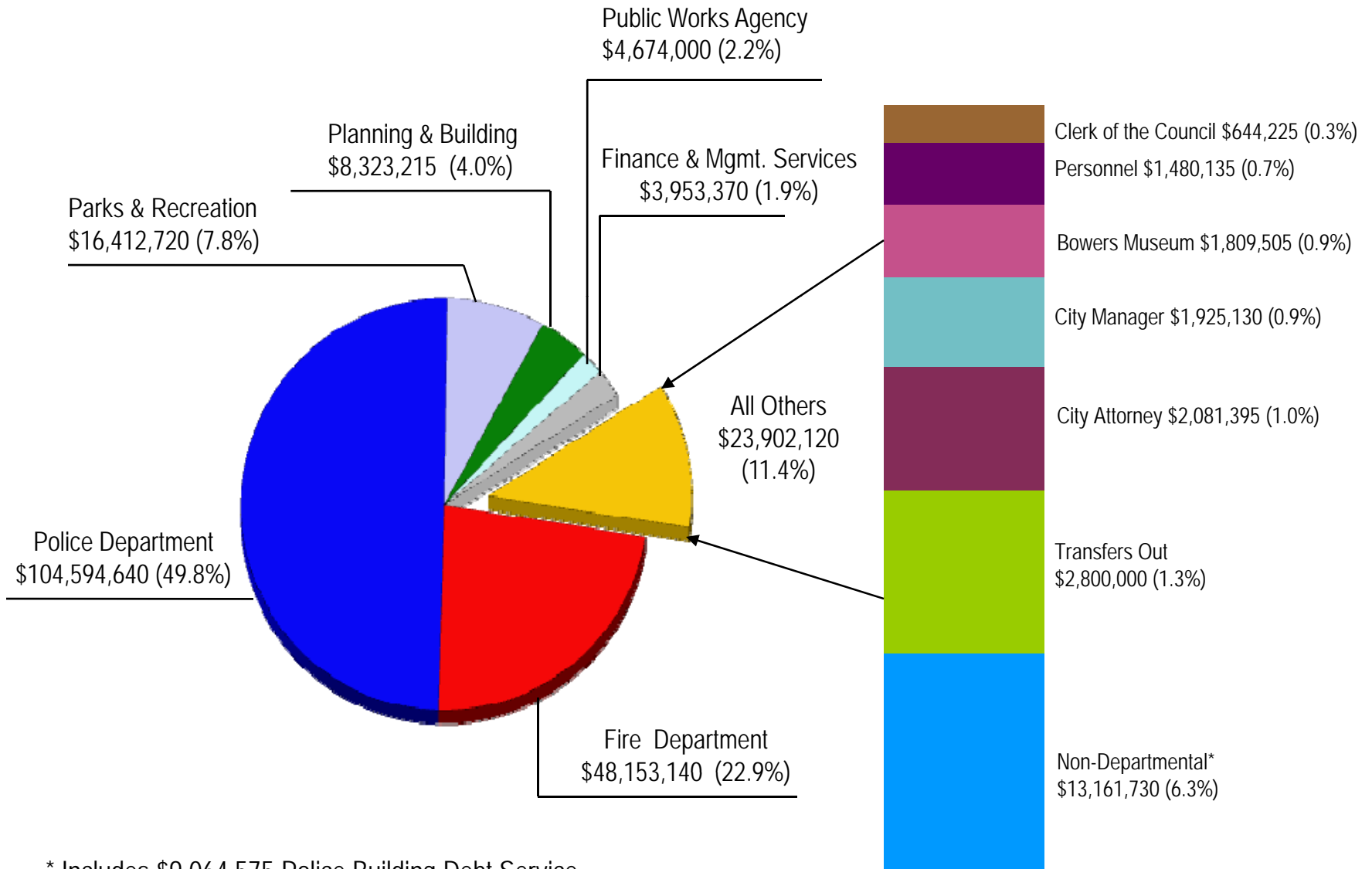
General Fund 11 Revenue Sources

FY 2011-2012 Estimated Revenues: \$210,013,205



General Fund 11 Appropriations

FY 2011-2012 \$ 210,013,205



* Includes \$9,064,575 Police Building Debt Service

	ACTUAL	ADOPTED	ADOPTED	APPROVED	as % of	Increase (Decrease)	
	FY 08-09	FY 09-10	FY 10-11	FY 11-12	FY11-12	10-11 to 11-12	
					Total GF 11	in \$	in %
TAXES							
Sales Tax	38,030,800	32,986,012	32,779,107	35,957,909	17.1%	3,178,802	9.7%
Property Tax	30,528,608	27,288,432	26,860,192	27,314,956	13.0%	454,764	1.7%
Property Tax in Lieu VLF	27,818,307	25,785,704	25,107,164	25,201,924	12.0%	94,760	0.4%
Utility Users Tax	27,692,711	26,097,219	26,557,439	25,090,000	11.9%	(1,467,439)	-5.5%
Homeowner Property Tax Subvention	258,093	236,681	157,788	234,611	0.1%	76,823	48.7%
Business Tax	10,026,518	9,944,049	10,030,000	10,050,000	4.8%	20,000	0.2%
Hotel Visitor's Tax	6,148,803	5,650,400	5,276,849	6,600,000	3.1%	1,323,151	25.1%
Half-cent Sales Tax (Safety)	1,667,945	1,509,740	1,389,540	1,547,360	0.7%	157,820	11.4%
Documentary Stamp Tax	635,305	843,231	674,684	506,220	0.2%	(168,464)	-25.0%
Taxes Subtotal	142,807,089	130,341,468	128,832,763	132,502,980	63.1%	3,670,217	2.8%
FUND TRANSFERS							
Transfer from Liability Fund	0	0	3,675,317	10,629,145	5.1%	6,953,828	189.2%
Transfer from Workers Compensation Fund	0	0	0	3,000,000	1.4%	3,000,000	n/a
Transfer from F84	700,000	0	0	0	0.0%	0	n/a
Transfer from PRCSA Special Rev. Fund	0	0	217,203	0	0.0%	(217,203)	-100.0%
From Traffic Safety Fund	1,006,555	0	0	0	0.0%	0	n/a
Transfer from Capital Outlay Fund	0	348,315	801,972	344,175	0.2%	(457,797)	-57.1%
Transfer from RDA (Loan Repayment)	373,000	0	0	0	0.0%	0	n/a
Transfer from RDA (Pass Through's)	5,838,740	7,624,090	2,537,690	3,430,860	1.6%	893,170	35.2%
Transfer from Vehicle Replacement Fund	0	2,241,460	0	0	0.0%	0	n/a
Transfer from PWA Administration Fund	0	0	100,000	0	0.0%	(100,000)	-100.0%
Fund Transfers Subtotal	7,918,295	10,213,865	7,332,182	17,404,180	8.3%	10,071,998	137.4%
INTERGOVERNMENTAL							
Property Tax - Passthrough AB1290	436,495	604,030	604,030	391,186	0.2%	(212,844)	-35.2%
Motor Vehicle License	1,202,703	1,044,702	1,078,254	1,290,472	0.6%	212,218	19.7%
OCTA Gas Tax	1,274,000	1,061,667	1,274,000	1,274,000	0.6%	0	0.0%
Rancho Santiago Reimbursement-PRCSA	26,040	23,009	20,000	20,000	0.0%	0	0.0%
SB90 State Mandates Reimbursement	96,512	103,616	100,000	200,000	0.1%	100,000	100.0%
S.T.C. Reimbursement	60,480	30,213	55,000	55,000	0.0%	0	0.0%
P.O.S.T. Reimbursements	105,488	76,216	96,500	96,500	0.0%	0	0.0%
Rancho Santiago Reimbursement-FD	117,336	60,453	60,000	50,000	0.0%	(10,000)	-16.7%
Overhead Charge - Water	7,657,180	8,657,180	9,077,180	8,857,180	4.2%	(220,000)	-2.4%
Overhead Charge - Sanitation	100,000	100,000	100,000	100,000	0.0%	0	0.0%
Overhead Charge - Refuse	200,000	900,000	300,000	300,000	0.1%	0	0.0%
Intergovernmental Subtotal	11,276,235	12,661,086	12,764,964	12,634,338	6.0%	(130,626)	-1.0%
USE OF MONEY & PROPERTY							
Earnings on Investments	1,084,946	169,081	180,516	122,744	0.1%	(57,772)	-32.0%
Rental of Property	104,463	102,385	103,126	103,510	0.0%	384	0.4%
PRCSA - Godinez High School	69,311	11,140	0	0	0.0%	0	n/a
Recreation Facility Rental	12,166	72,945	92,000	50,000	0.0%	(42,000)	-45.7%
Rental of Stadium	130,484	137,574	105,000	105,000	0.0%	0	0.0%
Police Department Jail Facility Rental	14,233,348	15,153,894	14,400,000	14,400,000	6.9%	0	0.0%
Use of Money & Property Subtotal	15,634,718	15,647,019	14,880,642	14,781,254	7.0%	(99,388)	-0.7%

	ACTUAL FY 08-09	ADOPTED FY 09-10	ADOPTED FY 10-11	APPROVED FY 11-12	as % of	Increase (Decrease)	
					FY11-12 Total GF 11	10-11 to 11-12 in \$	in %
MISCELLANEOUS							
Expense Reimbursement	165,048	25,468	78,026	24,506	0.0%	(53,520)	-68.6%
Sale of Land	0	2,358,015	0	0	0.0%	0	n/a
Monitoring/PILOT Fees	0	(11,450)	0	40,411	0.0%	40,411	n/a
Indirect Cost Recovery	2,523,555	2,082,497	2,523,555	2,382,599	1.1%	(140,956)	-5.6%
Attorney Reimbursement	1,178,123	1,177,581	1,176,340	1,176,339	0.6%	(1)	0.0%
Bowers Museum Reimbursement	1,300,000	0	0	0	0.0%	0	n/a
Miscellaneous Recoveries	61,071	8,521	10,240	121,320	0.1%	111,080	1084.8%
Sale of Unclaimed Property	22,139	0	0	0	0.0%	0	n/a
Miscellaneous Refunds	11,510	554	6,900	1,000	0.0%	(5,900)	-85.5%
Write Off Collections	0	(21,011)	0	0	0.0%	0	n/a
Stale Dated Checks	14,833	13,857	0	0	0.0%	0	n/a
Issuer Fees	0	0	0	11,963	0.0%	11,963	n/a
Library Gifts & Donations	5	0	0	0	0.0%	0	n/a
Other Library Recoveries	5,285	5,233	3,500	4,480	0.0%	980	28.0%
Library Sales-General	2,913	738	900	440	0.0%	(460)	-51.1%
Sale of Books	31	(30)	5	0	0.0%	(5)	-100.0%
Vending Machines Concession	2,609	4,583	5,000	3,000	0.0%	(2,000)	-40.0%
Park Maint. Expense Reimbursement	62,184	69,424	60,850	60,850	0.0%	0	0.0%
Recreation Expense Reimbursement	14,752	4,836	7,800	20,000	0.0%	12,200	156.4%
Storage of Weapon Fee	3,600	2,200	2,500	2,500	0.0%	0	0.0%
Expense Reimbursement - SAUSD	0	0	170,000	170,000	0.1%	0	0.0%
Gifts & Donations PD	60,000	1	0	2	0.0%	2	n/a
Police OT Reimbursement	490,651	525,673	475,000	0	0.0%	(475,000)	-100.0%
Police Salary Reimbursement	0	174,641	70,000	0	0.0%	(70,000)	-100.0%
Police Miscellaneous Reimbursements	92,634	109,603	105,000	68,900	0.0%	(36,100)	-34.4%
Property & Evidence Recovery	38,482	25,713	30,000	30,000	0.0%	0	0.0%
Jail Kitchen Rental	10,735	12,424	6,000	6,000	0.0%	0	0.0%
Fire Arms Exam	310	0	0	0	0.0%	0	n/a
Miscellaneous Fire Service Charge	40,862	12,825	7,500	8,000	0.0%	500	6.7%
Fire Gifts & Donations	400	0	0	0	0.0%	0	n/a
Fire Expense Reimbursement	6,949	915	1,000	1,000	0.0%	0	0.0%
Fire OT Reimbursement	27,155	20,766	0	0	0.0%	0	n/a
Fire Care Facility Inspection	151	0	0	0	0.0%	0	n/a
Extension Request Fee	0	5,940	6,050	4,752	0.0%	(1,298)	-21.5%
Plan Check Reimbursement	62,457	76,925	80,650	156,036	0.1%	75,386	93.5%
Planning Reimbursement	120,320	127,070	120,320	127,883	0.1%	7,563	6.3%
Refuse Contract Program Surcharge	2,872,365	5,049,615	4,672,365	4,672,365	2.2%	0	0.0%
Expense Reimbursement - Condemn Deposit	0	6,447	0	7,760	0.0%	7,760	n/a
Refuse Program Savings Recovery	1,239,325	1,239,325	1,239,325	1,239,325	0.6%	0	0.0%
Graffiti Enforcement Reimbursement	300,800	237,500	230,000	230,000	0.1%	0	0.0%
Sale of Maps and Documents	4,984	6,507	4,600	7,500	0.0%	2,900	63.0%
Miscellaneous Subtotal	10,736,236	13,352,906	11,093,426	10,578,931	5.0%	(514,495)	-4.6%

	ACTUAL FY 08-09	ADOPTED FY 09-10	ADOPTED FY 10-11	APPROVED FY 11-12	as % of	Increase (Decrease)	
					FY11-12 Total GF 11	10-11 to 11-12 in \$	in %
CHARGES FOR SERVICES							
Sale of Printed Materials	163	305	127	562	0.0%	435	342.5%
Credit Card Processing Fee	57,252	67,703	65,919	68,448	0.0%	2,529	3.8%
Miscellaneous Service Charge	21,904	1,781	29,835	6,877	0.0%	(22,958)	-76.9%
Fire Code Permit Fee	2,664	4,059	3,200	2,500	0.0%	(700)	-21.9%
Fire Inspection Fee	52,309	26,750	12,500	38,385	0.0%	25,885	207.1%
Hazardous Material Discloser Fees	181,536	190,485	200,000	252,750	0.1%	52,750	26.4%
False Alarm Charge-Fire	6,085	3,273	3,565	3,000	0.0%	(565)	-15.8%
Hazardous Materials Cleanup Charge	1,087	932	0	0	0.0%	0	n/a
Hazardous Materials JPA Reimbursement	22,532	5,431	3,750	5,000	0.0%	1,250	33.3%
Paramedic Subscription Fee	146,618	154,362	205,000	110,000	0.1%	(95,000)	-46.3%
Emergency Response Reimb.-Fire Dept.	0	45	0	0	0.0%	0	n/a
Paramedic Service Charge	3,631,726	3,477,707	3,575,000	3,003,300	1.4%	(571,700)	-16.0%
Vehicle Accident Response Recovery	0	0	30,000	0	0.0%	(30,000)	-100.0%
Passport Fee	7,425	4,617	2,900	3,350	0.0%	450	15.5%
Library Video Rentals	5,502	23,100	15,800	15,500	0.0%	(300)	-1.9%
Non-Resident Library Card Fee	2,478	2,967	3,080	1,890	0.0%	(1,190)	-38.6%
Library Microfiche Rentals	1,325	1,257	1,900	0	0.0%	(1,900)	-100.0%
Library Fines	91,832	80,518	77,370	69,870	0.0%	(7,500)	-9.7%
Library Meeting Room Rental	929	2,337	1,400	1,680	0.0%	280	20.0%
Building Standards Revolving fund	270	1,040	1,402	2,160	0.0%	758	54.1%
Building Plan Check	279,296	519,754	538,729	582,423	0.3%	43,694	8.1%
Electrical Plan Check	34,280	99,872	106,240	96,649	0.0%	(9,591)	-9.0%
Plumbing Plan Check	13,360	25,025	18,749	28,681	0.0%	9,932	53.0%
Mechanical Plan Check	10,948	43,288	27,811	39,582	0.0%	11,771	42.3%
Landscape Plan Review	5,191	10,433	12,370	9,237	0.0%	(3,133)	-25.3%
Variance Fees	305,192	394,359	470,780	385,635	0.2%	(85,145)	-18.1%
EIR Review Fees	47,509	34,163	79,864	52,037	0.0%	(27,827)	-34.8%
Mitigation Monitoring Fee	64	0	0	0	0.0%	0	n/a
Land Use Certificate Processing Fee	9,860	28,711	38,228	37,524	0.0%	(704)	-1.8%
Shopping Cart Containment Program	40,950	39,326	94,041	45,148	0.0%	(48,893)	-52.0%
Residential Inspection Surcharge	402,980	471,483	486,178	505,606	0.2%	19,428	4.0%
Site Plan Review Charge	87,064	301,466	264,877	288,510	0.1%	23,633	8.9%
Project Coordination Charge	55,016	(1,343)	0	0	0.0%	0	n/a
Abandoned Vehicle Reimbursement/PBA	610	36,911	81,321	98,000	0.0%	16,679	20.5%
Hearing Officer Recovery/Com. Pres.	6,787	468	951	750	0.0%	(201)	-21.1%
Illegal Signage Fines	0	525	1,316	0	0.0%	(1,316)	-100.0%
Code Enforcement Reimbursement	80,000	80,000	80,000	80,000	0.0%	0	0.0%
Security Inspection Fee	114	0	0	0	0.0%	0	n/a
Center Programs	172,935	93,647	65,065	30,000	0.0%	(35,065)	-53.9%
Youth Sports	16,958	12,941	6,060	6,060	0.0%	0	0.0%
Pool Charges	163,630	97,467	45,000	35,000	0.0%	(10,000)	-22.2%
Adult Sports	26,098	10,166	17,000	0	0.0%	(17,000)	-100.0%
Youth Field Usage Fee	40,541	48,807	50,000	40,000	0.0%	(10,000)	-20.0%
Park Reservations	225,970	244,705	215,000	250,000	0.1%	35,000	16.3%
Zoo Education	101,177	79,005	20,000	35,000	0.0%	15,000	75.0%
Zoo Admissions	729,833	820,957	705,000	715,000	0.3%	10,000	1.4%
Food Sale Concession	43,197	19,103	36,000	33,600	0.0%	(2,400)	-6.7%

	ACTUAL FY 08-09	ADOPTED FY 09-10	ADOPTED FY 10-11	APPROVED FY 11-12	as % of	Increase (Decrease)	
					FY11-12 Total GF 11	10-11 to 11-12 in \$	in %
CHARGES FOR SERVICES - Continued							
Leisure Classes	191,545	177,788	155,000	255,000	0.1%	100,000	64.5%
Tennis Reservations	37,369	44,000	34,000	42,000	0.0%	8,000	23.5%
Recreation Staff Reimbursement	19,994	23,849	16,000	50,000	0.0%	34,000	212.5%
SA Stadium Graphics	300	0	0	0	0.0%	0	n/a
Friends of Zoo Vet Contribution	20,000	20,000	20,000	20,000	0.0%	0	0.0%
Friends of Zoo	0	0	24,000	24,000	0.0%	0	0.0%
SA Stadium Advertising Fee	1,689	0	0	0	0.0%	0	n/a
After School Reimbursement	2,892	0	0	0	0.0%	0	n/a
Vehicle Release Charge	440,535	407,580	475,000	475,000	0.2%	0	0.0%
Repo Release	8,205	8,655	8,000	8,000	0.0%	0	0.0%
Fingerprint Card Processing Fees	161	322	0	0	0.0%	0	n/a
Photo Services	1,447	1,887	2,000	1,500	0.0%	(500)	-25.0%
Vehicle Equipment Citation Sign-Off	948	800	1,000	4,000	0.0%	3,000	300.0%
Fire Range User Fees	19,060	20,250	20,000	20,000	0.0%	0	0.0%
Impound/Owner Release Animals	1,462	2,838	3,500	3,500	0.0%	0	0.0%
False Alarm Charge-Police	125,926	116,537	90,000	90,000	0.0%	0	0.0%
Abandoned Vehicle Reimbursement/PD	129,178	246,350	250,000	225,000	0.1%	(25,000)	-10.0%
Emergency Response Reimbursement-PD	90,466	35,466	33,000	33,000	0.0%	0	0.0%
Animal Quarantines	19,773	32,669	30,000	30,000	0.0%	0	0.0%
Police Report Fee	142,596	131,707	145,000	145,000	0.1%	0	0.0%
Hearing Officer Recovery/Parking	11,040	1,840	4,000	0	0.0%	(4,000)	-100.0%
Firearm License Fee	1,680	1,680	1,450	1,450	0.0%	0	0.0%
Street and Alley Repair	69,523	11,602	12,000	12,000	0.0%	0	0.0%
Engineering Service Charge	7,681	72,576	5,700	72,000	0.0%	66,300	1163%
Charges for Services Subtotal	8,476,663	8,918,303	9,022,978	8,491,164	4.0%	(531,814)	-5.9%
FRANCHISE FEES							
Gas Utility	763,465	430,036	436,486	441,287	0.2%	4,801	1.1%
Electrical Utility	1,230,245	1,192,587	1,248,699	1,262,435	0.6%	13,736	1.1%
CATV Franchise Fees	1,000,780	1,104,874	1,015,792	1,117,028	0.5%	101,236	10.0%
Franchise Fees Subtotal	2,994,490	2,727,497	2,700,977	2,820,750	1.3%	119,773	4.4%
LICENSES & PERMITS							
Bingo Licenses	200	200	200	202	0.0%	2	1.0%
Dog Licenses	485,224	593,854	597,217	600,386	0.3%	3,169	0.5%
Dog Licenses - CCI	64,752	64,071	73,200	64,775	0.0%	(8,425)	-11.5%
Filming Permit	2,615	2,804	1,000	2,000	0.0%	1,000	100.0%
Alarm Permit Fees	157,849	123,239	88,500	88,500	0.0%	0	0.0%
Street Closure Permit	2,046	2,387	1,530	3,500	0.0%	1,970	128.8%
Tobacco Permits	175,260	170,117	175,000	175,000	0.1%	0	0.0%
Fireworks Stands Permits	28,359	28,763	14,950	15,115	0.0%	165	1.1%
Underground Tank Permits	74,454	77,978	90,000	90,990	0.0%	990	1.1%
Underground Tank Fees	1,588	6,464	8,000	8,800	0.0%	800	10.0%

	ACTUAL	ADOPTED	ADOPTED	APPROVED	as % of	Increase (Decrease)	
	FY 08-09	FY 09-10	FY 10-11	FY 11-12	FY11-12	10-11 to 11-12	
					Total GF 11	in \$	in %
LICENSES & PERMITS - Continued							
General Plan Update Surcharge	2,432	57,338	46,949	86,812	0.0%	39,863	84.9%
Building Permits	699,232	698,333	812,588	779,060	0.4%	(33,528)	-4.1%
Plumbing Permits	100,730	113,565	131,318	138,654	0.1%	7,336	5.6%
Electrical Permits	240,414	296,386	331,259	339,401	0.2%	8,142	2.5%
Heating Permits	95,078	125,742	141,224	150,508	0.1%	9,284	6.6%
Occupancy Permits	135,233	408,159	432,522	448,696	0.2%	16,174	3.7%
Grading Permits	14,356	28,423	17,073	16,381	0.0%	(692)	-4.1%
Street Vendor Permit	21,492	25,698	44,508	23,684	0.0%	(20,824)	-46.8%
Bus Shelter Fees	1,176,000	0	504,000	504,000	0.2%	0	0.0%
Newsbox Permit Fees	4,489	2,647	23,200	25,700	0.0%	2,500	10.8%
Outdoor Dining Permits	3,513	0	1,750	0	0.0%	(1,750)	-100.0%
Licenses & Permits Subtotal	3,485,312	2,826,168	3,535,988	3,562,164	1.7%	26,176	0.7%
FINES							
Parking Fines	4,461,814	4,355,859	4,500,000	4,500,000	2.1%	0	0.0%
Redlight Camera Program	1,241,015	1,308,608	1,250,000	1,765,500	0.8%	515,500	41.2%
Court Fines - Non-Traffic	249,349	219,808	215,000	215,000	0.1%	0	0.0%
Court Fines - Traffic	0	304,044	800,000	500,000	0.2%	(300,000)	-37.5%
Tobacco Fine	1,207	445	0	325	0.0%	325	n/a
Foreclosed Properties Fines	0	6,250	1,879	10,000	0.0%	8,121	432.2%
Bad Check Recoveries	19,796	24,559	26,212	24,829	0.0%	(1,383)	-5.3%
Lost /Damaged Library Materials	12,201	9,354	10,500	7,600	0.0%	(2,900)	-27.6%
Lost/Damaged Uncatalogued Materials	5	5	5	10	0.0%	5	100.0%
Administrative Citations/Comm Pres	119,596	149,800	156,979	214,180	0.1%	57,201	36.4%
Fines Subtotal	6,104,982	6,378,733	6,960,575	7,237,444	3.4%	276,869	4.0%
TOTAL GENERAL FUND 11	209,434,020	203,067,044	197,124,495	210,013,205	100.0%	12,888,710	6.5%
ADDITIONAL GENERAL FUND RELATED SPECIAL REVENUES							
CATV PEG Access Support	0	0	99,000	0		(99,000)	-100%
Recreation Special Revenue Fund 22	0	0	293,732	0		(293,732)	-100%
Capital Outlay Fund 51	0	518,454	1,191,365	559,483		(631,882)	-53%
Downtown Maintenance Fund 407	0	0	0	0		0	n/a
GF Related Special Revenue Subtotal	0	518,454	1,584,097	559,483		(1,024,614)	-64.7%
GRAND TOTAL	209,434,020	203,585,498	198,708,592	210,572,688	100.0%	11,864,096	6.0%

ACTIVITY DEPARTMENT & DIVISION	ACTUAL FY 08-09	ACTUAL FY 09-10	ADOPTED FY 10-11	APPROVED FY 11-12	as % of FY 10-11 Total GF 11	Increase (Decrease) 09-10 to 10-11 in \$	in %	
POLICE DEPARTMENT								
01114400 Office of the Chief of Police	1,291,144	777,868	815,905	897,790	0.4%	81,885	10.0%	
01114401 Fiscal & Budget	490,437	553,581	458,515	482,645	0.2%	24,130	5.3%	
01114402 Human Resources	1,547,148	1,322,160	1,153,730	1,319,095	0.6%	165,365	14.3%	
01114403 Building & Facility	3,787,989	3,170,939	3,373,305	3,373,305	1.6%	0	0.0%	
01114405 Traffic	8,716,851	8,474,747	7,762,390	8,316,060	4.0%	553,670	7.1%	
01114410 Training Services	1,943,405	1,992,637	1,643,990	1,739,775	0.8%	95,785	5.8%	
01114415 Professional Standards	1,127,237	1,139,450	941,640	1,038,675	0.5%	97,035	10.3%	
01114420 Field Operations	41,488,902	38,396,198	33,798,045	35,323,300	16.8%	1,525,255	4.5%	
01114425 Information Systems	1,601,595	1,519,867	1,448,440	1,169,935	0.6%	(278,505)	-19.2%	
01114430 Animal Services	934,262	1,554,276	1,034,140	1,077,965	0.5%	43,825	4.2%	
01114435 District Investigations	4,131,070	6,636,442	6,291,785	7,210,630	3.4%	918,845	14.6%	
01114440 Crimes Against Persons	9,496,561	6,902,953	6,356,625	7,427,670	3.5%	1,071,045	16.8%	
01114445 Special Investigations	4,996,725	5,012,107	4,541,135	5,351,290	2.5%	810,155	17.8%	
01114450 Property & Evidence	1,881,042	1,729,192	1,778,625	1,993,710	0.9%	215,085	12.1%	
01114455 Forensic Services	2,202,543	2,225,723	2,148,605	2,362,605	1.1%	214,000	10.0%	
01114460 Records Services	2,591,944	2,282,682	1,733,430	1,932,495	0.9%	199,065	11.5%	
01114465 Communications	4,235,038	4,232,101	4,134,875	4,715,905	2.2%	581,030	14.1%	
01114470 Vice	649,119	730,610	942,600	1,037,710	0.5%	95,110	10.1%	
01114475 Jail Operations	14,857,357	15,593,252	14,355,380	16,019,895	7.6%	1,664,515	11.6%	
01114480 Regional Narcotic Supp. Prgm	1,158,123	1,169,470	951,630	1,118,275	0.5%	166,645	17.5%	
01114485 Homeland Sec. & Crime Prev.	861,404	702,654	423,995	485,910	0.2%	61,915	14.6%	
01114490 Tobacco Retail Lic. Prgm	117,177	110,672	175,225	200,000	0.1%	24,775	14.1%	
Subtotal	110,107,072	106,229,582	96,264,010	104,594,640	49.8%	8,330,630	8.7%	
FIRE DEPARTMENT								
01115300 Office of the Fire Chief	636,379	532,910	303,810	527,121	0.3%	223,311	73.5%	
01115310 Fire Prevention	1,758,387	1,460,949	1,495,205	1,654,590	0.8%	159,385	10.7%	
01115320 Fire Communications	1,490,508	1,485,784	1,406,895	1,740,084	0.8%	333,189	23.7%	
01115330 Fire Suppression & EMS	43,278,347	42,112,788	39,661,965	42,182,026	20.1%	2,520,061	6.4%	
01115340 Fire Information Technology	815,142	576,820	531,390	511,570	0.2%	(19,820)	-3.7%	
01115350 Fire Training	925,818	463,544	429,535	106,192	0.1%	(323,343)	-75.3%	
01115360 Fire Maintenance	1,395,698	1,060,244	1,046,860	1,259,592	0.6%	212,732	20.3%	
01115370 Fire Fiscal & Budget	338,957	371,380	229,535	171,965	0.1%	(57,570)	-25.1%	
Subtotal	50,639,237	48,064,418	45,105,195	48,153,140	22.9%	3,047,945	6.8%	
PARKS, RECREATION & COMMUNITY SERVICES								
01111150 Library Svs-Adult Prgm.	1,467,891	1,277,109	1,161,360	1,179,630	0.6%	18,270	1.6%	
01111160 Library Svs-Youth Prgm.	1,133,247	877,747	717,945	647,375	0.3%	(70,570)	-9.8%	
01111170 Admin. & Support Services	838,218	(3,181)	0	0	0.0%	0	N/A	
01111180 Outreach Library Services	21	23	0	0	0.0%	0	N/A	
01111190 Tech. & Support Services	957,330	872,822	1,001,415	1,158,485	0.6%	157,070	15.7%	
01113200 Administrative Services	1,893,862	2,267,482	2,031,895	1,866,920	0.9%	(164,975)	-8.1%	
01113205 Community Affairs	1,570,679	12,251	0	0	0.0%	0	N/A	
01113210 Stadium	316,450	174,662	132,735	130,400	0.1%	(2,335)	-1.8%	
01113220 S.A. Zoo at Prentice Park	1,884,118	1,637,320	1,602,325	1,585,145	0.8%	(17,180)	-1.1%	
01113230 Recreation	3,055,844	3,512,216	3,394,245	3,553,090	1.7%	158,845	4.7%	
01113240 Park Ranger Program	551,698	716,320	841,280	866,105	0.4%	24,825	3.0%	
01113250 Park Maintenance	5,585,636	4,828,234	4,626,455	4,719,225	2.2%	92,770	2.0%	
01113260 Park Building Services	306,803	298,043	706,345	706,345	0.3%	0	0.0%	
Subtotal	19,561,798	16,471,048	16,216,000	16,412,720	7.8%	196,720	1.2%	
PLANNING & BUILDING AGENCY								
01116500 Administrative Services	1,881,679	1,467,058	1,809,585	1,843,920	0.9%	34,335	1.9%	
01116510 Planning Division	2,502,599	2,122,845	2,018,230	1,990,712	0.9%	(27,518)	-1.4%	
01116520 New Construction	2,300,041	1,793,395	1,819,567	1,762,783	0.8%	(56,784)	-3.1%	
01116530 Permits & Plan Check	1,990,542	1,272,945	1,196,490	1,278,920	0.6%	82,430	6.9%	
01116540 Community Preservation	1,529,140	1,113,215	804,644	775,984	0.4%	(28,660)	-3.6%	
01116550 Proactive Rental Enf. Prgm	744,012	738,358	674,699	670,896	0.3%	(3,803)	-0.6%	
Subtotal	10,948,013	8,507,817	8,323,215	8,323,215	4.0%	0	0.0%	

ACTIVITY DEPARTMENT & DIVISION	ACTUAL FY 08-09	ACTUAL FY 09-10	ADOPTED FY 10-11	APPROVED FY 11-12	as % of FY 10-11 Total GF 11	Increase (Decrease) 09-10 to 10-11		
						in \$	in %	
FINANCE & MANAGEMENT SERVICES								
01110100	Management & Support	506,465	454,095	591,320	595,095	0.3%	3,775	0.6%
01110110	Accounting	781,062	708,006	916,705	823,885	0.4%	(92,820)	-10.1%
01110115	Payroll	420,359	353,955	345,280	386,750	0.2%	41,470	12.0%
01110120	Purchasing	913,302	837,214	860,455	843,555	0.4%	(16,900)	-2.0%
01110130	Treasury & Customer Svc.	916,525	870,010	791,430	808,720	0.4%	17,290	2.2%
01110140	Information Services	987,251	464,412	467,465	495,365	0.2%	27,900	6.0%
	Subtotal	4,524,965	3,687,692	3,972,655	3,953,370	1.9%	(19,285)	-0.5%
ALL OTHERS								
PUBLIC WORKS AGENCY								
01117610	Trans Planning & Project Mgmt	1,274,000	1,274,000	1,274,000	1,274,000	0.6%	0	0.0%
01117620	Traffic Signal Maintenance	1,450	155,101	0	0	0.0%	0	N/A
01117625	Roadway Markings & Signs	791,327	693,729	623,760	581,365	0.3%	(42,395)	-6.8%
01117630	Street Lighting	3,036,290	2,876,557	2,776,240	2,818,635	1.3%	42,395	1.5%
01117660	Roadway Maintenance	(42)	33,825	0	0	0.0%	0	N/A
	Subtotal	5,103,025	5,033,212	4,674,000	4,674,000	2.2%	0	0.0%
TRANSFER TO PROJECT FUNDS								
01106019	Building Rehabilitation Fund 73	250,000	250,000	0	0	0.0%	0	N/A
01106019	Capital Outlay Fund 51	500,000	0	0	0	0.0%	0	N/A
01106019	Capital Outlay Fund 146	57,860	0	0	0	0.0%	0	N/A
01106019	Police Building Debt Svc.	9,325,895	9,130,425	9,109,075	9,064,575	4.3%	(44,500)	-0.5%
01106019	IS Strategic Plan Charge	3,662,230	2,662,230	2,662,230	2,662,230	1.3%	0	0.0%
	Subtotal	13,795,985	12,042,655	11,771,305	11,726,805	5.6%	(44,500)	-0.4%
CITY MANAGER'S OFFICE								
01105015	General Non-Departmental	1,042,147	1,008,167	1,419,925	1,434,925	0.7%	15,000	1.1%
01103010	City Manager's Office	944,594	654,275	710,965	989,695	0.5%	278,730	39.2%
01104011	Council Services	649,011	568,535	634,340	654,810	0.3%	20,470	3.2%
01104012	Legislative Affairs	287,285	232,009	280,625	280,625	0.1%	0	0.0%
	Subtotal	2,923,037	2,462,986	3,045,855	3,360,055	1.6%	314,200	10.3%
CITY ATTORNEY'S OFFICE								
01108032	City Attorney's Office	2,335,016	1,986,234	1,960,515	2,081,395	1.0%	120,880	6.2%
	Subtotal	2,335,016	1,986,234	1,960,515	2,081,395	1.0%	120,880	6.2%
PERSONNEL SERVICES								
01109050	Personnel Services	1,901,386	1,580,612	1,418,680	1,480,135	0.7%	61,455	4.3%
	Subtotal	1,901,386	1,580,612	1,418,680	1,480,135	0.7%	61,455	4.3%
BOWERS MUSEUM								
01112030		2,021,802	1,854,884	1,517,510	1,809,505	0.9%	291,995	19.2%
	Subtotal	2,021,802	1,854,884	1,517,510	1,809,505	0.9%	291,995	19.2%
CLERK OF THE COUNCIL'S OFFICE								
01107031	Clerk Administration	691,811	604,096	616,645	644,225	0.3%	27,580	4.5%
	Subtotal	691,811	604,096	616,645	644,225	0.3%	27,580	4.5%
	TOTAL ALL OTHERS	28,772,062	25,564,679	25,004,510	25,776,120	12.3%	771,610	3.1%

ACTIVITY DEPARTMENT & DIVISION	ACTUAL FY 08-09	ACTUAL FY 09-10	ADOPTED FY 10-11	APPROVED FY 11-12	as % of FY 10-11 Total GF 11	Increase (Decrease) 09-10 to 10-11 in \$ in %	
GENERAL FUND LESS REDEV. PASS-THROUGHS	224,553,146	208,525,235	194,885,585	207,213,205	98.7%	12,327,620	6.33%
REDEVELOPMENT PASS-THROUGHS							
01106019 Loan to Redevelopment	1,550,000	0	0	0	0.0%	0	N/A
01106019 Transfer to Civic Center F74	1,599,085	522,785	600,000	600,000	0.3%	0	0.0%
01106019 Lease Pymts to Parking/Depot	1,674,875	1,913,310	1,355,750	1,800,000	0.9%	444,250	32.8%
01106019 Transfer to F407 DT Dev.	589,000	450,000	283,160	400,000	0.2%	116,840	41.3%
Total Subtotal	5,412,960	2,886,095	2,238,910	2,800,000	1.3%	561,090	25.1%
TOTAL GENERAL FUND 11	229,966,106	211,411,330	197,124,495	210,013,205	100.0%	12,888,710	6.5%
ADDITIONAL GENERAL FUND RELATED EXPENDITURES							
Recreation Special Rev. F21	0	0	99,000	99,000		0	0.0%
Recreation Special Rev. F22	722,542	348,645	293,732	284,300		(9,432)	-3.2%
Police Special Rev. F24	284,090	0	0	0		0	N/A
Capital Outlay Fund 51	827,324	199,212	1,191,365	1,952,070		760,705	63.9%
Special Repair/Demolition F121	11,720	19,707	0	0		0	N/A
Downtown Maint. F407	0	0	0	0		0	N/A
GF Related Expenditures Subtotal	1,845,677	567,564	1,584,097	2,335,370		751,273	47.4%
GRAND TOTAL	231,811,782	211,978,894	198,708,592	212,348,575	100.0%	13,639,983	6.9%

**GENERAL FUND
DEPARTMENT RESOURCE SUMMARY**

CITY MANAGER'S OFFICE

ACTIVITIES		ACTUAL FY 08-09	ACTUAL FY 09-10	ADOPTED FY 10-11	APPROVED FY 11-12
01110010	City Manager's Office	944,594	654,275	710,965	989,695
01110011	Council Services	649,011	568,535	634,340	654,810
01110012	Legislative Affairs	287,285	232,009	280,625	280,625
	TOTAL	<u>1,880,890</u>	<u>1,454,819</u>	<u>1,625,930</u>	<u>1,925,130</u>
OPERATING EXPENSE		ACTUAL FY 08-09	ACTUAL FY 09-10	ADOPTED FY 10-11	APPROVED FY 11-12
61000	Personnel	1,430,244	1,073,077	1,168,615	1,461,835
62000	Contractual	209,307	166,417	244,590	244,590
63000	Commodities	67,514	41,500	33,860	44,875
65000	Fixed Charges	173,825	173,825	178,865	173,830
66000	Capital	0	0	0	0
	TOTAL	<u>1,880,890</u>	<u>1,454,819</u>	<u>1,625,930</u>	<u>1,925,130</u>
Class Code	AUTHORIZED PERSONNEL	ADOPTED FY 10-11		APPROVED FY 11-12	
		Full Time	Part Time	Full Time	Part Time
	Mayor		1.00		1.00
	Councilmembers		6.00		6.00
1790	City Manager	1.00		1.00	
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	1.00		1.00	
0900	Executive Assistant	3.00	0.00	3.00	0.00
	TOTAL	<u>7.00</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 08-09	ACTUAL FY 09-10	ADOPTED FY 10-11	APPROVED FY 11-12
61000	Salaries & Wages Regular	699,776	460,741	492,660	700,210
61040	Salaries -Overtime	0	0	0	0
61100	Retirement Plan	38,737	30,917	40,080	81,225
61120	Medicare Insurance	5,098	1,661	1,150	4,365
61130	Employees Insurance	44,563	32,438	36,540	47,575
61170	Retiree Medical Insurance	9,143	0	8,350	11,980
61180	Compensation Insurance	17,401	11,033	11,330	17,505
	SUBTOTAL PERSONNEL	<u>814,719</u>	<u>536,789</u>	<u>590,110</u>	<u>862,860</u>
62010	Communications	19,655	17,680	21,600	21,600
62120	Training & Transportation	14,984	2,770	9,000	9,000
62140	Membership, Subscription & Dues	1,280	1,900	2,220	2,220
62300	Other Contractual Services	0	282	0	0
	SUBTOTAL CONTRACTUAL	<u>35,919</u>	<u>22,633</u>	<u>32,820</u>	<u>32,820</u>
63001	Miscellaneous Operating Expense	25,294	26,243	13,985	25,000
63300	Gas & Diesel	52	0	400	400
	SUBTOTAL COMMODITIES	<u>25,346</u>	<u>26,243</u>	<u>14,385</u>	<u>25,400</u>
65000	Building Rental	51,910	51,910	55,540	51,910
65010	Equipment Rental, City	14,530	14,530	15,940	14,535
65100	Insurance (Risk Management)	2,170	2,170	2,170	2,170
	SUBTOTAL FIXED CHARGES	<u>68,610</u>	<u>68,610</u>	<u>73,650</u>	<u>68,615</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>944,594</u>	<u>654,275</u>	<u>710,965</u>	<u>989,695</u>
Class Code	AUTHORIZED PERSONNEL	ADOPTED FY 10-11		APPROVED FY 11-12	
		Full Time	Part Time	Full Time	Part Time
1790	City Manager	1.00		1.00	
1070	Secretary to the City Manager	0.75		0.75	
0900	Executive Assistant	1.00		1.00	
	TOTAL	<u>2.75</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 08-09	ACTUAL FY 09-10	ADOPTED FY 10-11	APPROVED FY 11-12
61000	Salaries & Wages-Regular	519,750	448,141	469,585	475,580
61020	Salaries & Wages-Temporary	0	0	0	0
61040	Salaries -Overtime	0	0	0	0
61100	Retirement Plan	27,614	30,374	39,445	55,605
61120	Medicare Insurance	3,908	3,054	3,315	3,460
61130	Employees Insurance	43,010	41,264	45,455	43,370
61170	Retiree Medical Insurance	7,060	0	8,220	8,325
61180	Compensation Insurance	11,357	10,261	10,450	10,600
	SUBTOTAL PERSONNEL	<u>612,700</u>	<u>533,094</u>	<u>576,470</u>	<u>596,940</u>
62010	Communications	11,727	7,521	13,000	13,000
62120	Training & Transportation	9,284	4,359	8,500	8,500
62140	Membership, Subscription & Dues	0	0	6,700	6,700
62300	Other Contractual Services	235	0	1,000	1,000
62322	M&R Machinery & Equipment	0	0	0	0
62700	Auto Expense	0	5,000	6,000	6,000
	SUBTOTAL CONTRACTUAL	<u>21,245</u>	<u>16,880</u>	<u>35,200</u>	<u>35,200</u>
63001	Operating Materials & Supplies	1,071	4,565	8,675	8,675
	SUBTOTAL COMMODITIES	<u>1,071</u>	<u>4,565</u>	<u>8,675</u>	<u>8,675</u>
65000	Building & Site Rental	10,975	10,975	10,975	10,975
65100	Insurance (Risk Management)	3,020	3,020	3,020	3,020
	SUBTOTAL FIXED CHARGES	<u>13,995</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>649,011</u></u>	<u><u>568,535</u></u>	<u><u>634,340</u></u>	<u><u>654,810</u></u>

Class Code	AUTHORIZED PERSONNEL	ADOPTED FY 10-11		APPROVED FY 11-12	
		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 08-09	ACTUAL FY 09-10	ADOPTED FY 10-11	APPROVED FY 11-12
61000	Salaries & Wages-Regular	336	226	500	500
61020	Salaries & Wages-Part-Time	0	1,650	0	0
61100	Retirement Plan	9	15	0	0
61110	Part-Time Retirement	0	6	0	0
61120	Medicare Insurance	59	46	0	0
61130	Employees Insurance	2,340	1,225	1,250	1,250
61180	Compensation Insurance	81	24	285	285
	SUBTOTAL PERSONNEL	<u>2,825</u>	<u>3,193</u>	<u>2,035</u>	<u>2,035</u>
62010	Communications	3,858	3,564	3,000	3,000
62120	Training & Transportation	41,491	19,489	29,395	29,395
62140	Membership, Subscription & Dues	27,211	500	61,175	41,175
62300	Other Contractual Services	61,508	46,031	48,000	48,000
62302	Other Personnel Services	17,923	10,702	10,000	1,000
62322	Machinery & Equipment	151	0	0	0
62600	Parking Validation	0	11,618	0	12,000
62700	Auto Expense	0	35,000	25,000	42,000
	SUBTOTAL CONTRACTUAL	<u>152,142</u>	<u>126,904</u>	<u>176,570</u>	<u>176,570</u>
63000	Office Supplies	347	3,322	0	0
63001	Misc. Operating Expense	40,750	7,369	10,800	10,800
	SUBTOTAL COMMODITIES	<u>41,097</u>	<u>10,692</u>	<u>10,800</u>	<u>10,800</u>
65000	Building & Site Rental	88,730	88,730	88,730	88,730
65100	Insurance (Risk Management)	2,490	2,490	2,490	2,490
	SUBTOTAL FIXED CHARGES	<u>91,220</u>	<u>91,220</u>	<u>91,220</u>	<u>91,220</u>
	TOTAL	<u><u>287,285</u></u>	<u><u>232,009</u></u>	<u><u>280,625</u></u>	<u><u>280,625</u></u>
Class Code	AUTHORIZED PERSONNEL	ADOPTED FY 10-11		APPROVED FY 11-12	
		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 08-09	ACTUAL FY 09-10	ADOPTED FY 10-11	APPROVED FY 11-12
01105015	General Non-Departmental	1,042,147	1,008,167	1,434,925	1,434,925
01106019	Interfund Transfers	19,208,945	14,928,750	13,995,215	14,526,805
	TOTAL	<u>20,251,092</u>	<u>15,936,917</u>	<u>15,430,140</u>	<u>15,961,730</u>
OPERATING EXPENSE		ACTUAL FY 08-09	ACTUAL FY 09-10	ADOPTED FY 10-11	APPROVED FY 11-12
61000	Personnel	0	6,558	0	0
62000	Contractual	402,587	306,554	719,590	719,590
63000	Commodities	20,517	15,233	22,835	22,835
65000	Fixed Charges	3,662,230	2,662,230	2,662,230	2,662,230
66000	Capital	0	0	11,500	11,500
67000	Debt Service	619,043	679,822	681,000	681,000
68000	Interfund Transfers	12,321,840	10,353,210	9,977,235	10,064,575
68000	Miscellaneous (Loans & Leases)	3,224,875	1,913,310	1,355,750	1,800,000
	TOTAL	<u>20,251,092</u>	<u>15,936,917</u>	<u>15,430,140</u>	<u>15,961,730</u>
Class Code	AUTHORIZED PERSONNEL	ADOPTED FY 10-11		APPROVED FY 11-12	
		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		ACCOUNTING UNIT			
General Non-Departmental		01105015			
Object Code	LINE ITEM RESOURCES	ACTUAL FY 08-09	ACTUAL FY 09-10	ADOPTED FY 10-11	APPROVED FY 11-12
61000	Salaries Regular	0	5,196	0	0
61100	Retirement Contribution	0	354	0	0
61120	Medicare Insurance	0	0	0	0
61130	Health Insurance	0	951	0	0
61180	Workers Compensation Insurance	0	58	0	0
	SUBTOTAL PERSONNEL	<u>0</u>	<u>6,558</u>	<u>0</u>	<u>0</u>
62120	Training, Transportation, Meetings	0	0	0	0
62140	Membership, Subscriptions, Dues	30,595	64,408	57,845	57,845
62200	Advertising	0	0	0	0
62300	Contract Services-Professional	368,078	240,402	661,745	661,745
62302	Contracted Vendor Personnel Services	3,914	1,744	0	0
	SUBTOTAL CONTRACTUAL	<u>402,587</u>	<u>306,554</u>	<u>719,590</u>	<u>719,590</u>
63001	Misc. Operating Expenses	20,517	15,233	22,835	22,835
	SUBTOTAL COMMODITIES	<u>20,517</u>	<u>15,233</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	0	0	7,000	7,000
66510	Computer Software	0	0	4,500	4,500
	SUBTOTAL CAPITAL	<u>0</u>	<u>0</u>	<u>11,500</u>	<u>11,500</u>
67100	Principal-Debt Service	619,043	679,822	681,000	681,000
	SUBTOTAL DEBT SERVICE	<u>619,043</u>	<u>679,822</u>	<u>681,000</u>	<u>681,000</u>
	TOTAL OPERATING	<u>1,042,147</u>	<u>1,008,167</u>	<u>1,434,925</u>	<u>1,434,925</u>
Class Code	AUTHORIZED PERSONNEL	ADOPTED FY 10-11		APPROVED FY 11-12	
		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		ACCOUNTING UNIT			
Interfund Transfers		01106019			
Object Code	LINE ITEM RESOURCES	ACTUAL FY 08-09	ACTUAL FY 09-10	ADOPTED FY 10-11	APPROVED FY 11-12
PAYMENTS					
65050	Information Services Strategic Plan	3,662,230	2,662,230	2,662,230	2,662,230
	SUBTOTAL FIXED CHARGES	<u>3,662,230</u>	<u>2,662,230</u>	<u>2,662,230</u>	<u>2,662,230</u>
TRANSFER TO FUND					
68000	051 Capital Fund Outlay	500,000	0	0	0
68000	073 Transfer to Building Maintenance	250,000	250,000	0	0
68000	074 Transfer to Civic Center Maintenance	1,599,085	522,785	600,000	600,000
68000	146 Metro Medical Response System Grant	57,860	0	0	0
68000	400 Transfer to Police Building Debt Service*	9,325,895	9,130,425	9,094,075	9,064,575
68000	407 Transfer to Downtown Development	589,000	450,000	283,160	400,000
	SUBTOTAL INTER FUND TRANSFERS	<u>12,321,840</u>	<u>10,353,210</u>	<u>9,977,235</u>	<u>10,064,575</u>
LOAN TO FUND					
68000	570 Merged Project Area	1,550,000	0	0	0
	SUBTOTAL LOAN TO FUND	<u>1,550,000</u>	<u>0</u>	<u>0</u>	<u>0</u>
OTHER PAYMENTS					
68010	027 Lease Payments to Parking Fund	1,447,425	1,524,055	1,078,750	1,600,000
68010	067 Lease Payments to Santa Ana Depot	227,450	389,255	277,000	200,000
	SUBTOTAL OTHER PAYMENTS	<u>1,674,875</u>	<u>1,913,310</u>	<u>1,355,750</u>	<u>1,800,000</u>
	TOTAL	<u><u>19,208,945</u></u>	<u><u>14,928,750</u></u>	<u><u>13,995,215</u></u>	<u><u>14,526,805</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 debt service previously budgeted in the Police Department budget.</p>					

**GENERAL FUND
DEPARTMENT RESOURCE SUMMARY**

CLERK OF THE COUNCIL OFFICE

ACTIVITIES	ACTUAL FY 08-09	ACTUAL FY 09-10	ADOPTED FY 10-11	APPROVED FY 11-12		
01107031 Clerk Administration and Elections	691,811	604,096	616,645	644,225		
TOTAL	<u>691,811</u>	<u>604,096</u>	<u>616,645</u>	<u>644,225</u>		
OPERATING EXPENSE	ACTUAL FY 08-09	ACTUAL FY 09-10	ADOPTED FY 10-11	APPROVED FY 11-12		
61000 Personnel	577,131	496,982	476,645	504,225		
62000 Contractual	27,610	43,270	56,645	56,645		
63000 Commodities	32,059	24,459	43,970	43,970		
65000 Fixed Charges	54,961	39,385	39,385	39,385		
66000 Capital	49	0	0	0		
TOTAL	<u>691,811</u>	<u>604,096</u>	<u>616,645</u>	<u>644,225</u>		
Class Code	AUTHORIZED PERSONNEL		ADOPTED FY 10-11		APPROVED FY 11-12	
			Full Time	Part Time	Full Time	Part Time
1990 Clerk of the Council		1.00			1.00	
7290 Senior Deputy Clerk of the Council		2.00			2.00	
7360 Senior Office Specialist		1.00			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.

Accomplishments in FY 2010-2011

- * Met targeted budget reduction amount through office re-organization.
- * Improved the document imaging system by redefining fields and search ability of permanent records.
- * Made agendas and RFCA's available on the web (2009 to present)
- * In coordination with IT, made City Council Meeting videos available on the web from January 2011 to the present.
- * Successfully completed the 2010 General Municipal Election.
- * Developed RFCA Workflow process to improve inter-agency communication.
- * Developed, prepared ,and provided RFCA workflow training to employees.
- * Improved agenda format on web for MAC users.
- * In coordination with IT, provided Laserfiche training for employees.
- * Improved Public Records Process and centralized filings.
- * Provided annual AB1234 training in conjunction with City Attorney's Office.
- * In conjunction with the City Attorney, reviewed and updated the City's Conflict of Interest Code disclosure categories and employee designations as required on a biennial basis.

Action Plan for FY 2011-2012

- * 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.
- * 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.
- * Coordinate with Recording Secretaries to standardize board and commission agendas and minutes.
- * Coordinate efforts to review Census 2010 population as it relates to Ward Boundaries.
- * Update Boards & Commissions Brochure.
- * Provide annual recording secretaries training.
- * Review and assist with the update of the City Council Handbook.

GENERAL FUND

CLERK OF THE COUNCIL OFFICE		ACCOUNTING UNIT			
Clerk Administration and Elections		01107031			
Object Code	LINE ITEM RESOURCES	ACTUAL FY 08-09	ACTUAL FY 09-10	ADOPTED FY 10-11	APPROVED FY 11-12
61000	Salaries-Regular	478,424	414,435	385,710	392,345
61020	Salaries & Wages-Temporary	398	0	0	0
61040	Salaries-Overtime	423	0	4,000	4,000
61100	Retirement-Employer Contribution	26,921	27,492	32,400	45,210
61120	Medicare Insurance	7,096	6,030	5,595	5,690
61130	Health Insurance	46,845	37,106	34,895	44,255
61170	Retiree Health Benefits	6,234	2,527	6,750	5,250
61180	Workers Compensation Insurance	10,790	9,392	7,295	7,475
	SUBTOTAL PERSONNEL	<u>577,131</u>	<u>496,982</u>	<u>476,645</u>	<u>504,225</u>
62010	Communications	5,718	4,337	6,650	6,650
62120	Training & Transportation	10,200	2,592	5,000	5,000
62140	Membership, Subscription & Dues	1,342	941	3,355	3,355
62200	Advertising	5,396	1,820	7,320	7,320
62300	Contract Servcies Professional	4,954	28,581	28,320	28,320
62700	Auto Expense	0	5,000	6,000	6,000
	SUBTOTAL CONTRACTUAL	<u>27,610</u>	<u>43,270</u>	<u>56,645</u>	<u>56,645</u>
63001	Operating Materials & Supplies	32,059	24,459	43,970	43,970
	SUBTOTAL COMMODITIES	<u>32,059</u>	<u>24,459</u>	<u>43,970</u>	<u>43,970</u>
65000	Building Rental	45,061	29,485	29,485	29,485
65100	Insurance Charges	9,900	9,900	9,900	9,900
	SUBTOTAL FIXED CHARGES	<u>54,961</u>	<u>39,385</u>	<u>39,385</u>	<u>39,385</u>
66600	Books, Records & Video	49	0	0	0
	SUBTOTAL CAPITAL	<u>49</u>	<u>0</u>	<u>0</u>	<u>0</u>
	TOTAL	<u><u>691,811</u></u>	<u><u>604,096</u></u>	<u><u>616,645</u></u>	<u><u>644,225</u></u>

Class Code	AUTHORIZED PERSONNEL	ADOPTED FY 10-11		APPROVED FY 11-12	
		Full Time	Part Time	Full Time	Part Time
1990	Clerk of the Council	1.00		1.00	
7290	Senior Deputy Clerk of the Council	2.00		2.00	
7360	Senior Office Specialist	1.00		1.00	
	TOTAL	<u>4.00</u>	<u>0.00</u>	<u>4.00</u>	<u>0.00</u>

**GENERAL FUND
DEPARTMENT RESOURCE SUMMARY**

CITY ATTORNEY'S OFFICE

ACTIVITIES	ACTUAL FY 08-09	ACTUAL FY 09-10	ADOPTED FY 10-11	APPROVED FY 11-12	
DEPT 08 City Attorney's Office	2,335,016	1,986,234	1,960,515	2,081,395	
TOTAL	<u>2,335,016</u>	<u>1,986,234</u>	<u>1,960,515</u>	<u>2,081,395</u>	
OPERATING EXPENSE	ACTUAL FY 08-09	ACTUAL FY 09-10	ADOPTED FY 10-11	APPROVED FY 11-12	
ACCOUNT					
61000 Personnel	2,054,179	1,742,004	1,733,320	1,848,200	
62000 Contractual	139,548	104,603	90,545	96,545	
63000 Commodities	32,577	22,374	18,000	18,000	
65000 Fixed Charges	90,574	106,150	106,150	106,150	
66000 Capital	18,138	11,103	12,500	12,500	
69000 Miscellaneous	0	0	0	0	
TOTAL	<u>2,335,016</u>	<u>1,986,234</u>	<u>1,960,515</u>	<u>2,081,395</u>	
Class Code	AUTHORIZED PERSONNEL	ADOPTED FY 10-11		APPROVED FY 11-12	
		Full Time	Part Time	Full Time	Part Time
1690	City Attorney	1.00		1.00	
1650	Chief Assistant City Attorney	1.00		2.00	
1620	Senior Assistant City Attorney, Assistant City Attorney, Deputy City Attorney	6.50		5.50	
2790	Senior Legal Management Assistant	1.00		1.00	
7120	Senior Legal Secretary	2.00		2.00	
1675	Senior Paralegal	1.00		1.00	
9070	Senior Clerical Aide				
	SUBTOTAL	<u>12.50</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>14.00</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
City Attorney's Office

ACCOUNTING UNIT
01108032

Object Code	LINE ITEM RESOURCES	ACTUAL FY 08-09	ACTUAL FY 09-10	ADOPTED FY 10-11	APPROVED FY 11-12
61000	Salaries & Wages-Regular*	1,676,949	1,427,598	1,310,557	1,318,600
61020	Salaries & Wages, Part-Time	10,617	26,132	-	61,375
61040	Salaries & Wages-Overtime	-	-	-	-
61100	Retirement Plan	99,652	93,886	136,011	194,180
61110	Retirement Part-Time	-	-	-	2,300
61120	Medicare Insurance	23,168	19,865	22,517	23,580
61130	Employees Insurance	178,689	137,521	200,945	175,980
61170	Retiree Medical Insurance	21,542	-	20,115	28,580
61180	Compensation Insurance	43,563	37,002	43,175	43,605
	SUBTOTAL PERSONNEL	<u>2,054,179</u>	<u>1,742,004</u>	<u>1,733,320</u>	<u>1,848,200</u>
62010	Communications	27,722	18,924	31,080	31,080
62120	Training & Transportation	9,080	5,156	10,000	10,000
62140	Membership, Subscription & Dues	6,551	8,024	10,000	10,000
62300	Other Contractual Services	52,401	54,138	24,465	24,465
62302	Other Personnel Services	43,794	12,928	15,000	15,000
62600	Parking Validation	-	434	-	-
62700	Auto Expense	-	5,000	-	6,000
	SUBTOTAL CONTRACTUAL	<u>139,548</u>	<u>104,603</u>	<u>90,545</u>	<u>96,545</u>
63001	Operating Materials & Supplies	32,577	22,374	18,000	18,000
	SUBTOTAL COMMODITIES	<u>32,577</u>	<u>22,374</u>	<u>18,000</u>	<u>18,000</u>
65000	Building & Site Rental	84,424	100,000	100,000	100,000
65100	Insurance (Risk Management)	6,150	6,150	6,150	6,150
	SUBTOTAL FIXED CHARGES	<u>90,574</u>	<u>106,150</u>	<u>106,150</u>	<u>106,150</u>
66600	Books, Records & Video	17,651	11,103	12,500	12,500
66510	Computer Software	488	-	-	-
	SUBTOTAL CAPITAL	<u>18,138</u>	<u>11,103</u>	<u>12,500</u>	<u>12,500</u>
	TOTAL	<u><u>2,335,016</u></u>	<u><u>1,986,234</u></u>	<u><u>1,960,515</u></u>	<u><u>2,081,395</u></u>

Class Code	AUTHORIZED PERSONNEL	ADOPTED FY 10-11		APPROVED FY 11-12	
		Full Time	Part Time	Full Time	Part Time
1690	City Attorney	1.00		1.00	
1650	Chief Assistant City Attorney	1.00		2.00	
1620	Senior Assistant City Attorney, Assistant City Attorney, Deputy City Attorney	6.50		5.50	
2790	Senior Legal Management Assistant	1.00		1.00	
7120	Senior Legal Secretary	2.00		2.00	
1675	Senior Paralegal	1.00		1.00	
	SUBTOTAL	<u>12.50</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><u>14.00</u></u>		<u><u>14.00</u></u>	

*.5 of attorney funded by Police Department
 *1 Senior Paralegal funded by Risk Management
 * Salaries subsidized by CDBG (not reflected here)

**GENERAL FUND
DEPARTMENT RESOURCE SUMMARY**

PERSONNEL SERVICES

ACTIVITIES		ACTUAL FY 08-09	ACTUAL FY 09-10	PROJECTED FY 10-11	APPROVED FY 11-12
01109050 Personnel Services		1,901,386	1,580,612	1,418,680	1,480,135
TOTAL		<u>1,901,386</u>	<u>1,580,612</u>	<u>1,418,680</u>	<u>1,480,135</u>
OPERATING EXPENSE		ACTUAL FY 08-09	ACTUAL FY 09-10	PROJECTED FY 10-11	APPROVED FY 11-12
61000	Personnel	1,636,427	1,356,296	1,097,580	1,159,035
62000	Contractual	112,325	74,059	133,820	138,120
63000	Commodities	49,484	47,107	84,130	79,830
65000	Fixed Charges	103,150	103,150	103,150	103,150
66000	Capital	0	0	0	0
TOTAL		<u>1,901,386</u>	<u>1,580,612</u>	<u>1,418,680</u>	<u>1,480,135</u>
Class Code	AUTHORIZED PERSONNEL	ADOPTED FY 10-11		APPROVED FY 11-12	
		Full Time	Part Time	Full Time	Part Time
1830	Executive Director, Personnel Services	0.20		0.20	
1280	Training Coordinator	0.00	1.00	0.00	1.00
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>9.20</u>	<u>9.00</u>	<u>9.20</u>	<u>9.00</u>
SECTION 3: INTERNAL FUNDS					
08009051	Liability & Property	1.85		1.85	
08209054	Workers' Compensation	8.85		8.85	
08109053	Employee Benefits	6.30	3.00	6.35	3.00
SECTION 5: SPECIAL REVENUE					
03109050	Air Quality Improvement Trust Fund	1.80	1.00	1.75	1.00
		<u>18.80</u>	<u>4.00</u>	<u>18.80</u>	<u>4.00</u>
TOTAL POSITIONS		<u>28.00</u>	<u>13.00</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 2010-2011				
<ul style="list-style-type: none"> * 75% of newly hired employees were protected classes and 59% 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. * Continued upgrade of applicant tracking system to enhance recruitment/selection activities. 				
Action Plan for FY 2011-2012				
<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 contractual reopeners with the following bargaining units: POA, PMA, FBA and FMA. 				
PERFORMANCE MEASURES	Actual	Actual	Estimate	Objective
	FY 08-09	FY 09-10	FY 10-11	FY 11-12
Service Level				
# of recruitments	52	44	23	35
# of exams administered	121	95	40	65
# of general training classes offered	12	23	16	30
# of grievances processed	4	4	2	1
Efficiency				
% of department costs funded by General Fund	1%	1%	1%	1%
Average # of days to establish eligible lists	32	43	37	30
% of classes with current job specification	75%	51%	53%	75%
Effectiveness				
% of minority representation in workforce	62.9%	64.5%	64.5%	65.0%
% of new employees passing probation	78.6%	81.0%	85.0%	92.0%
% of appointments filled by promotion	73.0%	69.3%	67.3%	70.0%
% annual attrition rate	10.0%	9.9%	6.3%	5.5%

GENERAL FUND

PERSONNEL SERVICES		ACCOUNTING UNIT			
Personnel Services		01109050			
Object Code	LINE ITEM RESOURCES	ACTUAL FY 08-09	ACTUAL FY 09-10	ADOPTED FY 10-11	APPROVED FY 11-12
61000	Salaries & Wages-Regular	1,303,793	1,079,452	795,015	838,060
61020	Salaries & Wages-Temporary	60,492	62,388	73,600	73,970
61040	Salaries & Wages-Overtime	7,365	4,602	21,200	21,200
61100	Retirement Plan	75,689	69,090	66,780	93,160
61110	Part-Time Retirement	0	1,283	2,760	2,775
61120	Medicare Insurance	16,936	12,506	12,195	12,830
61130	Employees Insurance	133,394	108,876	102,390	92,195
61170	Retiree Health Insurance	16,730	0	13,915	14,665
61180	Compensation Insurance	22,028	18,099	9,725	10,180
	SUBTOTAL PERSONNEL	<u>1,636,427</u>	<u>1,356,296</u>	<u>1,097,580</u>	<u>1,159,035</u>
62010	Communications	18,662	14,704	18,020	18,020
62120	Training & Transportation	13,308	4,687	40,605	40,605
62140	Membership, Subscription & Dues	8,268	4,050	0	0
62300	Other Contractual Services	23,965	35,033	40,095	40,095
62302	Other Personnel Services	47,992	6,750	25,000	25,000
62322	M & R Machine & Equipment	130	1,214	10,000	10,000
62600	Parking Validation	0	5,620	100	2,000
62700	Auto Expense	0	2,000	0	2,400
	SUBTOTAL CONTRACTUAL	<u>112,325</u>	<u>74,059</u>	<u>133,820</u>	<u>138,120</u>
63001	Operating Materials & Supplies	49,484	47,107	84,130	79,830
	SUBTOTAL COMMODITIES	<u>49,484</u>	<u>47,107</u>	<u>84,130</u>	<u>79,830</u>
65000	Building & Site Rental	96,975	96,975	96,975	96,975
65100	Insurance (Risk Management)	6,175	6,175	6,175	6,175
	SUBTOTAL FIXED CHARGES	<u>103,150</u>	<u>103,150</u>	<u>103,150</u>	<u>103,150</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>1,901,386</u>	<u>1,580,612</u>	<u>1,418,680</u>	<u>1,480,135</u>

Class Code	AUTHORIZED PERSONNEL	ADOPTED FY 10-11		APPROVED FY 11-12	
		Full Time	Part Time	Full Time	Part Time
01830	Executive Director, Personnel Services	0.20		0.20	
01280	Training Coordinator	0.00	0.50	0.00	0.50
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	
07070	Personnel Services Specialist	0.60		0.60	
09060	Clerical Aide		1.00		1.00
07330	Senior Office Assistant		0.50		0.50
	TOTAL	<u>9.20</u>	<u>3.00</u>	<u>9.20</u>	<u>3.00</u>

**GENERAL FUND
DEPARTMENT RESOURCE SUMMARY**

FINANCE & MANAGEMENT SERVICES

ACTIVITIES		ACTUAL FY 08-09	ACTUAL FY 09-10	ADOPTED FY 10-11	APPROVED FY 11-12
01110100	Management & Support	506,465	454,095	591,320	595,095
01110110	Accounting	781,062	708,006	916,705	823,885
01110115	Payroll	420,359	353,955	345,280	386,750
01110120	Purchasing	913,302	837,214	860,455	843,555
01110130	Treasury & Customer Service	916,525	870,010	791,430	808,720
01110140	Information Services	987,251	464,412	467,465	495,365
	TOTAL	<u>4,524,965</u>	<u>3,687,693</u>	<u>3,972,655</u>	<u>3,953,370</u>
OPERATING EXPENSE		ACTUAL FY 08-09	ACTUAL FY 09-10	ADOPTED FY 10-11	APPROVED FY 11-12
61000	Personnel	5,654,020	5,186,012	5,402,075	5,338,880
62000	Contractual	823,987	617,084	721,930	809,840
63000	Commodities	270,529	190,087	269,025	224,035
65000	Fixed Charges	(2,227,665)	(2,305,490)	(2,420,375)	(2,419,385)
66000	Capital	4,094	0	0	0
67000	Debt Service	0	0	0	0
	TOTAL	<u>4,524,965</u>	<u>3,687,693</u>	<u>3,972,655</u>	<u>3,953,370</u>
Class Code	AUTHORIZED PERSONNEL	ADOPTED FY 10-11		APPROVED FY 11-12	
		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	3.00		3.00	
7010	Accounting Assistant	1.00		1.00	
1240	Business Tax Collector/Inspector	2.00		2.00	
1340	Purchasing Supervisor	1.00		1.00	
1350	Buyer	1.00		1.00	
1220	Customer Service Representative	9.00		9.00	
7009	Accounts Payable Supervisor	1.00		1.00	
0547	Purchasing Specialist	1.00		1.00	
1215	Utilities Billing/Systems Tech	2.00		2.00	

**GENERAL FUND
DEPARTMENT RESOURCE SUMMARY**

FINANCE & MANAGEMENT SERVICES

Class Code	AUTHORIZED PERSONNEL	ADOPTED FY 10-11		APPROVED FY 11-12	
		Full Time	Part Time	Full Time	Part Time
1210	Meter Reader Collector	5.00		5.00	
0020	Micro Systems Technician	1.00		1.00	
7410	Payroll Technician	3.00		3.00	1.00
7415	Sr. Payroll Technician	1.00		1.00	
2630	Principal Programmer Analyst	5.00		5.00	
1090	Revenue Supervisor	1.00		1.00	
7490	Senior Accountant	2.00		2.00	
7280	Senior Accounting Assistant	1.00		1.00	
0620	Finance Executive Secretary	1.00		1.00	
0496	Budget Analyst	1.00		1.00	
0150	Senior Management Analyst	0.80		0.80	
0495	Senior Budget Analyst	1.00		1.00	
7020	Treasury Services Supervisor	1.00		1.00	
0270	Assistant Buyer (PTCS)		1.00		1.00
9060	Senior Clerical Aide (P/T)		2.00		1.00
9041	Account Clerk I (P/T)		2.00		2.00
9710	Purchasing Agent		1.00		1.00
9720	Purchasing Clerk		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	53.10	20.00	53.10	20.00
	SECTION 3: INTERNAL FUNDS				
07110100	Central Services	4.42	3.00	4.42	3.00
07310100	Building Maintenance	18.20	7.00	18.20	7.00
07510100	Fleet Maintenance	28.53	3.00	27.53	3.00
07510102	Stores & Property Control	3.03	3.00	2.03	3.00
08510138	Corporate Yard Operations	0.00	3.00	0.00	3.00
10210140	Communication Services	4.17		4.17	
10910-Var	IS Strategic Plan	14.30		14.30	
	SECTION 5: SPECIAL REVENUE				
03110101	Air Quality Management Trust Fund	0.25		0.25	
		72.90	19.00	70.90	19.00
	TOTAL PERSONNEL	126.00	39.00	124.00	39.00

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 08-09	ACTUAL FY 09-10	ADOPTED FY 10-11	APPROVED FY 11-12
61000	Salaries & Wages-Regular	302,384	305,269	262,195	258,070
61020	Salaries & Wages-Temporary	346	0	33,765	33,765
61040	Salaries & Wages-Overtime	28	0	10,000	10,000
61100	Retirement Plan	17,330	20,661	22,875	31,440
61110	Part-Time Retirement	0	0	1,265	1,265
61120	Medicare Insurance	3,955	4,027	4,045	4,205
61130	Employees Insurance	44,592	48,440	55,475	54,780
61170	Retiree Health Insurance	4,078	1,117	4,765	4,450
61180	Compensation Insurance	6,046	6,018	3,985	4,170
	SUBTOTAL PERSONNEL	<u>378,759</u>	<u>385,531</u>	<u>398,370</u>	<u>402,145</u>
62010	Communications	8,513	6,499	11,130	11,130
62120	Training & Transportation	4,213	1,470	10,000	10,000
62140	Other Agency Services	856	1,642	2,650	2,650
62300	Other Contractual Services	54,768	14,468	91,280	91,280
62302	Other Personnel Services	0	0	28,660	28,660
62700	Auto Expense	0	750	0	0
	SUBTOTAL CONTRACTUAL	<u>68,350</u>	<u>24,830</u>	<u>143,720</u>	<u>143,720</u>
63001	Operating Materials & Supplies	28,516	12,895	18,390	18,390
	SUBTOTAL COMMODITIES	<u>28,516</u>	<u>12,895</u>	<u>18,390</u>	<u>18,390</u>
65000	Building & Site Rental	23,005	23,005	23,005	23,005
65100	Insurance (Risk Management)	7,835	7,835	7,835	7,835
	SUBTOTAL FIXED CHARGES	<u>30,840</u>	<u>30,840</u>	<u>30,840</u>	<u>30,840</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><u>506,465</u></u>	<u><u>454,095</u></u>	<u><u>591,320</u></u>	<u><u>595,095</u></u>

Class Code	AUTHORIZED PERSONNEL	ADOPTED FY 10-11		APPROVED FY 11-12	
		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	0.80		0.80	
0495	Senior Budget Analyst	1.00		1.00	
0496	Budget Analyst	1.00		1.00	
0620	Finance Executive Secretary	1.00		1.00	
9790	Budget Intern (PT)		1.00		1.00
	TOTAL	<u>5.05</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 agencies.</p> <p>The responsibilities of this division also include ERP Financial module system and sub system administration. The financial module includes General Ledger, Accounts Receivable, Cash Ledger, Project and Activity, Grant Management and Billing, Capital Assets, and Accounts Payable (AP).</p>				
Accomplishments in FY 2010-2011				
<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. * Utilized Report Writer, a built-in tool of the Enterprise Resource Planning (ERP) software, to improve the process of preparing the Comprehensive Annual Financial Statements (CAFR). 				
Action Plan for FY 2011-2012				
<ul style="list-style-type: none"> * Receive awards from the Government Finance Officers Association (GFOA) for outstanding financial reporting. * Improve the AP process by reducing the volume of manual invoice data entries utilizing the MS Add-Ins technique from Lawson ERP software. 				
PERFORMANCE MEASURES	Actual	Actual	Estimated	Objective
	FY 08-09	FY 09-10	FY 10-11	FY 11-12
Service Level				
# of false alarms, hazardous material, and other miscellaneous receivables billed	11,825	10,637	13,000	13,500
# of grant receivables billed	250	428	650	660
\$ value of miscellaneous accounts receivable billed	\$45,030,328	\$67,123,110	\$75,000,000	\$76,000,000
Efficiency				
Accounting Division cost as a percentage (%) of total City expenditures	0.194%	0.125%	0.150%	0.150%
Effectiveness				
% of miscellaneous accounts receivable collected without use of private collection agencies	95.00%	74.00%	75.00%	80.00%

GENERAL FUND

FINANCE & MANAGEMENT SERVICES		ACCOUNTING UNIT			
Accounting Division		01110110			
Object Code	LINE ITEM RESOURCES	ACTUAL FY 08-09	ACTUAL FY 09-10	ADOPTED FY 10-11	APPROVED FY 11-12
61000	Salaries & Wages-Regular	526,177	444,982	515,025	432,160
61010	Salaries & Wages-Retirement	0	0	36,090	0
61020	Salaries & Wages-Temporary	19,636	20,483	39,070	40,090
61040	Salaries & Wages-Overtime	13,440	6,308	32,360	32,360
61100	Retirement Plan	29,323	29,547	41,230	43,310
61110	Part-Time Retirement	0	630	1,465	1,505
61120	Medicare Insurance	6,752	5,557	6,315	5,205
61130	Employees Insurance	80,005	63,678	80,990	65,980
61170	Retiree Health Insurance	7,392	6,973	8,590	4,515
61180	Compensation Insurance	6,667	5,093	6,500	5,780
	SUBTOTAL PERSONNEL	689,393	583,249	767,635	630,905
62010	Communications	9,969	8,573	12,260	12,260
62120	Training & Transportation	1,396	1,033	10,000	15,000
62140	Membership, Subscriptions & Dues	1,268	973	1,865	24,465
62300	Other Contractual Services	112,615	156,616	155,990	166,300
62302	Other Personnel Services	0	0	0	0
	SUBTOTAL CONTRACTUAL	125,248	167,196	180,115	218,025
63001	Operating Materials & Supplies	44,396	35,536	46,930	52,930
	SUBTOTAL COMMODITIES	44,396	35,536	46,930	52,930
65000	Building & Site Rental	37,190	37,190	37,190	37,190
65010	Equipment Rental, City	0	0	0	0
65100	Insurance (Risk Management)	7,835	7,835	7,835	7,835
65200	Customer Services Charge	(123,000)	(123,000)	(123,000)	(123,000)
	SUBTOTAL FIXED CHARGES	(77,975)	(77,975)	(77,975)	(77,975)
66400	Machinery & Equipment	0	0	0	0
66510	Computer Software	0	0	0	0
	SUBTOTAL CAPITAL	0	0	0	0
	TOTAL	781,062	708,006	916,705	823,885
Class Code	AUTHORIZED PERSONNEL	ADOPTED FY 10-11		APPROVED FY 11-12	
		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	3.00		3.00	
9041	Account Clerk I		2.00		2.00
	TOTAL	9.35	2.00	9.35	2.00
<i>1 Supervising Accountant charged to I.S. Strategic Plan Fund.</i> <i>1 Senior Accountant charged to I.S. Strategic Plan Fund</i>					

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 09-10 & FY 10-11				
<ul style="list-style-type: none"> * Developed plan to upgrade to ePersonality. * Implemented city bank change for payroll account. * Completed set-up of furlough plan with payroll system. * Improved sorting and distribution of W2s. 				
Action Plan for FY 2011-12				
<ul style="list-style-type: none"> * Upgrade to ePersonality. * Begin using MyPERS interface for pension reporting. * Review/Test ACH deposit process. 				
PERFORMANCE MEASURES	Actual	Actual	Estimated	Objective
	FY 08-09	FY 09-10	FY 10-11	FY 11-12
Service Level				
* Average # of payroll checks and direct deposits processed per pay period	2,169	1,900	1,900	1,850
* Average # of vendor checks processed per pay period	39	15	15	15
* Number of W-2s processed	2,400	2,400	2,450	2,400

GENERAL FUND

FINANCE & MANAGEMENT SERVICES		ACCOUNTING UNIT			
Payroll		01110115			
Object Code	LINE ITEM RESOURCES	ACTUAL FY 08-09	ACTUAL FY 09-10	ADOPTED FY 10-11	APPROVED FY 11-12
61000	Salaries & Wages-Regular	322,565	239,297	239,510	247,930
61020	Salaries & Wages-Temporary	4,526	45,653	0	28,805
61040	Salaries & Wages-Overtime	10,890	0	20,000	20,000
61100	Retirement Plan	17,621	16,212	20,120	27,800
61110	Part-Time Retirement	0	1,424	0	1,080
61120	Medicare Insurance	3,343	4,032	3,475	4,015
61130	Employees Insurance	47,665	39,320	47,855	42,240
61170	Retiree Health Insurance	4,120	0	4,190	4,340
61180	Compensation Insurance	4,037	3,595	3,130	3,540
	SUBTOTAL PERSONNEL	414,768	349,532	338,280	379,750
62010	Communications	2,297	3,740	5,000	5,000
62120	Training & Transportation	1,223	0	1,000	1,000
62300	Other Contractual Services	0	0	0	0
62302	Other Personnel Services	0	0	0	0
	SUBTOTAL CONTRACTUAL	3,521	3,740	6,000	6,000
63001	Operating Materials & Supplies	2,071	683	1,000	1,000
	SUBTOTAL COMMODITIES	2,071	683	1,000	1,000
65000	Building & Site Rental	0	0	0	0
65100	Insurance (Risk Management)	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	420,359	353,955	345,280	386,750

Class Code	AUTHORIZED PERSONNEL	ADOPTED FY 10-11		APPROVED FY 11-12	
		Full Time	Part Time	Full Time	Part Time
0190	Administrative Services Manager	0.22		0.22	
7410	Payroll Technician	3.00		3.00	1.00
7415	Senior Payroll Technician*	1.00		1.00	
9070	Senior Clerical Aide		1.00		0.00
	TOTAL	4.22	1.00	4.22	1.00

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 09-10 & FY 10-11

- * 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 2011-12

- * 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.
- * Develop the Buyers Lawson procedures manual.
- * Continue to improve the Stores and Fleet inventory ordering process.

PERFORMANCE MEASURES	Actual	Actual	Estimated	Objective
	FY 08-09	FY 09-10	FY 10-11	FY 11-12
Service Level				
Purchase Orders processed/paid	4,107	2,290	2,400	2,200
Invoices paid	43,091	34,435	35,000	35,000
 Request for Council Action				
# Prepared	74	50	75	75
Dollar Volume	\$15,585,356	\$ 11,090,000	\$ 10,000,000	\$ 10,000,000

GENERAL FUND

FINANCE & MANAGEMENT SERVICES		ACCOUNTING UNIT			
Purchasing		01110120			
Object Code	LINE ITEM RESOURCES	ACTUAL FY 08-09	ACTUAL FY 09-10	ADOPTED FY 10-11	APPROVED FY 11-12
61000	Salaries & Wages-Regular	591,024	540,730	473,210	448,600
61020	Salaries & Wages-Temporary	90,257	90,326	150,925	150,755
61040	Salaries & Wages-Overtime	7,720	1,077	14,435	14,435
61100	Retirement Plan	38,305	41,500	39,750	47,945
61110	Part-Time Retirement	0	1,407	6,400	6,280
61120	Medicare Insurance	9,281	9,119	8,975	8,620
61130	Employees Insurance	72,647	57,655	61,150	64,670
61170	Retiree Health Insurance	8,412	7,436	8,280	5,110
61180	Compensation Insurance	10,290	9,752	7,965	7,775
	SUBTOTAL PERSONNEL	<u>827,937</u>	<u>759,002</u>	<u>771,090</u>	<u>754,190</u>
62010	Communications	10,485	9,846	5,785	10,685
62120	Training & Transportation	1,975	138	7,105	7,105
62140	Other Agency Services	301	580	830	830
62300	Other Contractual Services	1,290	821	0	0
62302	Other Personnel Services	0	0	4,900	0
	SUBTOTAL CONTRACTUAL	<u>14,051</u>	<u>11,384</u>	<u>18,620</u>	<u>18,620</u>
63001	Operating Materials & Supplies	10,070	5,583	9,500	9,500
	SUBTOTAL COMMODITIES	<u>10,070</u>	<u>5,583</u>	<u>9,500</u>	<u>9,500</u>
65000	Building & Site Rental	53,410	53,410	53,410	53,410
65100	Insurance (Risk Management)	7,835	7,835	7,835	7,835
	SUBTOTAL FIXED CHARGES	<u>61,245</u>	<u>61,245</u>	<u>61,245</u>	<u>61,245</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><u>913,302</u></u>	<u><u>837,214</u></u>	<u><u>860,455</u></u>	<u><u>843,555</u></u>
Class Code	AUTHORIZED PERSONNEL	ADOPTED FY 10-11		APPROVED FY 11-12	
		Full Time	Part 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		0.00	
1350	Buyer *	1.00		2.00	
7009	Accounts Payable Supervisor	1.00		1.00	
7010	Accounting Assistant	1.00		0.00	
0547	Purchasing Specialist	1.00		2.00	
9710	Purchasing Agent		1.00		1.00
9720	Purchasing Clerk		1.00		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	<u>5.53</u>	<u>5.00</u>	<u>5.53</u>	<u>5.00</u>
* 1 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 2010-2011				
<ul style="list-style-type: none"> * Implemented new City banking services contract. * Implemented amnesty programs for business license tax and dog licensing which generated over \$1mm of revenue to the General Fund. * Upgraded meter reading handheld units for reading of water meters for Municipal Utility Billing Services. * Expanded computerized cashiering system to include Traffic, Records and Jail sections of the Police Department. 				
Action Plan for FY 2011-2012				
<ul style="list-style-type: none"> * Expand computerized cashiering systems to include the Fiscal section of the Police Department and Library Services. * Complete analysis and make recommendations for a new Dog License System. * Complete analysis and make recommendations for implementation of a kiosk for payment of Municipal Utility Services, Business License Taxes, Dog Licenses, et. al. 				
PERFORMANCE MEASURES	Actual	Actual	Estimated	Objective
	FY 08-09	FY 09-10	FY 10-11	FY 11-12
Service Level				
# of business tax accounts	21,579	25,289	25,300	25,300
# of hotel visitor's tax reports processed	468	444	444	444
# of dog licenses	11,876	11,883	12,000	12,000
# of MUS bills processed	271,454	337,509	340,000	340,000
# of water meters read	268,458	268,377	268,400	268,400
# of customers served at cashier counters	101,586	108,530	109,000	109,000
# of delinquent MUS accounts turned off	2,308			
# of utility user tax remittances	1,884	2,460	2,460	2,460
# of utility user max tax remittances	34	34	34	34
# of paramedic payments processed	5,531	1,396	1,400	1,400
# of parking citations payments processed	16,785	15,959	16,000	16,000
# of MAR payments processed	9,593	8,423	8,500	8,500
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 08-09	ACTUAL FY 09-10	ADOPTED FY 10-11	APPROVED FY 11-12
61000	Salaries & Wages-Regular	1,652,354	1,578,920	1,542,625	1,537,050
61010	Salaries & Wages-Retirement	0	0	0	0
61020	Salaries & Wages-Temporary	193,750	204,142	213,215	217,315
61040	Salaries & Wages-Overtime	15,580	483	17,780	17,780
61100	Retirement Plan	94,350	109,216	129,580	162,420
61110	Part-Time Retirement	0	5,519	7,995	8,150
61120	Medicare Insurance	22,617	22,666	22,415	22,480
61130	Employees Insurance	237,827	222,669	236,495	232,580
61170	Retiree Health Insurance	22,150	22,104	26,995	16,685
61180	Compensation Insurance	32,631	31,076	31,575	31,505
	SUBTOTAL PERSONNEL	<u>2,271,261</u>	<u>2,196,797</u>	<u>2,228,675</u>	<u>2,245,965</u>
62010	Communications	28,518	19,483	30,000	30,000
62120	Training & Transportation	4,427	1,818	4,295	4,295
62140	Other Agency Services	256	155	1,450	1,450
62300	Other Contractual Services	331,457	327,990	275,020	325,020
62302	Other Personnel Services	0	0	2,430	2,430
62322	M&R Machinery & Equipment	3,580	4,649	4,560	4,560
62501	Lease Payments	55,553	55,542	55,720	55,720
	SUBTOTAL CONTRACTUAL	<u>423,791</u>	<u>409,637</u>	<u>373,475</u>	<u>423,475</u>
63001	Operating Materials & Supplies	126,824	135,391	193,205	142,215
	SUBTOTAL COMMODITIES	<u>126,824</u>	<u>135,391</u>	<u>193,205</u>	<u>142,215</u>
65000	Building & Site Rental	75,850	75,850	75,850	75,850
65010	Equipment Rental, City	46,615	47,445	48,040	49,030
65100	Insurance (Risk Management)	7,835	7,835	7,835	7,835
65200	Customer Services	(2,035,650)	(2,002,945)	(2,135,650)	(2,135,650)
	SUBTOTAL FIXED CHARGES	<u>(1,905,350)</u>	<u>(1,871,815)</u>	<u>(2,003,925)</u>	<u>(2,002,935)</u>
66400	Machinery & Equipment	0	0	0	0
	SUBTOTAL CAPITAL	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>
67200	Capitalized Lease Obligation	0	0	0	0
	SUBTOTAL DEBT SERVICE	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>
	TOTAL	<u>916,525</u>	<u>870,010</u>	<u>791,430</u>	<u>808,720</u>

Class Code	AUTHORIZED PERSONNEL	ADOPTED FY 10-11		APPROVED FY 11-12	
		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	
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		9.00	
1215	Utilities Billing/Systems Technician	2.00		2.00	
1210	Meter Reader Collector	5.00		5.00	
9780	Customer Service Clerk		6.00		6.00
9775	Municipal Utility Reader-Collector		2.00		2.00
9120	Data Entry Clerk		2.00		2.00
9050	Clerical Assistant		1.00		1.00
	TOTAL	<u>22.10</u>	<u>11.00</u>	<u>22.10</u>	<u>11.00</u>

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 2010-2011

- * 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 2011-2012

- * 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 08-09	FY 09-10	FY 10-11	FY 11-12
Service Level				
Total # of software systems maintained	53	54	54	54
# of micro computer service requests	1,500	1,500	1,800	1,800
Volume of data protected	6.5 TB	8.6 TB	11.2 TB	14.0 TB
# of mobile data access devices supported:	192 / 278	176/235	160/243	160/243
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	2/138	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 08-09	ACTUAL FY 09-10	ADOPTED FY 10-11	APPROVED FY 11-12
61000	Salaries & Wages-Regular	882,913	739,694	705,090	715,785
61040	Salaries & Wages-Overtime	16,693	16,575	16,000	16,000
61100	Retirement	47,907	49,855	59,225	76,585
61120	Medicare Insurance	11,856	11,055	10,225	10,380
61130	Employees Insurance	87,319	74,319	85,395	88,900
61170	Retiree Health Insurance	12,394	8,981	12,340	8,190
61180	Compensation Insurance	12,821	11,421	9,750	10,085
	SUBTOTAL PERSONNEL	<u>1,071,903</u>	<u>911,900</u>	<u>898,025</u>	<u>925,925</u>
62010	Communications	48,856	0	0	0
62020	Training & Transportation	6,728	0	0	0
	SUBTOTAL CONTRACTUAL	<u>189,026</u>	<u>297</u>	<u>0</u>	<u>0</u>
63001	Operating Materials & Supplies	58,652	0	0	0
	SUBTOTAL COMMODITIES	<u>58,652</u>	<u>0</u>	<u>0</u>	<u>0</u>
65000	Building & Site Rental	103,525	0	0	0
65010	Equipment Rental, City	0	0	0	0
65100	Insurance (Risk Management)	7,835	0	0	0
65200	Charges to Other Departments	(447,785)	(447,785)	(430,560)	(430,560)
	SUBTOTAL FIXED CHARGES	<u>(336,425)</u>	<u>(447,785)</u>	<u>(430,560)</u>	<u>(430,560)</u>
66400	Machinery & Equipment	613	0	0	0
66510	Computer Software	3,482	0	0	0
	SUBTOTAL CAPITAL	<u>4,094</u>	<u>0</u>	<u>0</u>	<u>0</u>
	TOTAL	<u><u>987,251</u></u>	<u><u>464,412</u></u>	<u><u>467,465</u></u>	<u><u>495,365</u></u>

Class Code	AUTHORIZED PERSONNEL	ADOPTED FY 10-11		APPROVED FY 11-12	
		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><u>6.85</u></u>		<u><u>6.85</u></u>	

**GENERAL FUND
DEPARTMENT RESOURCE SUMMARY**

BOWERS MUSEUM CORPORATION

ACTIVITIES	ACTUAL FY 08-09	ACTUAL FY 09-10	ADOPTED FY 10-11	APPROVED FY 11-12		
01112030 Museum Operations	2,021,802	1,854,884	1,517,510	1,809,505		
TOTAL	<u>2,021,802</u>	<u>1,854,884</u>	<u>1,517,510</u>	<u>1,809,505</u>		
OPERATING EXPENSE	ACTUAL FY 08-09	ACTUAL FY 09-10	ADOPTED FY 10-11	APPROVED FY 11-12		
61000 Personnel *	0	0	0	0		
62251 Other Agency Services	13,873	12,604	15,587	19,500		
65100 Fixed Charges - Insurance	45,295	45,295	45,295	45,295		
66220 Improvements Other than Buildings	47,248	31,600	0	288,080		
69135 Payments to Sub-agents	1,915,385	1,765,385	1,456,628	1,456,630		
TOTAL	<u>2,021,802</u>	<u>1,854,884</u>	<u>1,517,510</u>	<u>1,809,505</u>		
Class Code	AUTHORIZED PERSONNEL		ADOPTED FY 10-11		APPROVED FY 11-12	
	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 08-09	ACTUAL FY 09-10	ADOPTED FY 10-11	APPROVED FY 11-12
01111150 Library Adult Services	1,467,891	1,277,109	1,161,360	1,179,630
01111160 Library Youth Services	1,133,247	877,747	717,945	647,375
01111170 Library Admin. and Support Services	838,218	(3,181)	0	0
01111180 Library Outreach Services	21	23	0	0
01111190 Library Technology and Support Services	957,330	872,822	1,001,415	1,158,485
01113200 Administrative Services	1,893,862	2,267,482	2,031,895	1,866,920
01113205 Community Affairs	1,570,679	12,251	0	0
01113210 Stadium	316,450	174,662	132,735	130,400
01113220 Santa Ana Zoo at Prentice Park	1,884,118	1,637,320	1,602,325	1,585,145
01113230 Recreation	3,056,004	3,512,216	3,394,245	3,553,090
01113240 Park Ranger Program	551,698	716,320	841,280	866,105
01113250 Park Maintenance	5,585,636	4,828,234	4,626,455	4,719,225
01113260 Park Building Services	306,803	298,043	706,345	706,345
TOTAL	<u>19,561,958</u>	<u>16,471,047</u>	<u>16,216,000</u>	<u>16,412,720</u>

OPERATING EXPENSE	ACTUAL FY 08-09	ACTUAL FY 09-10	ADOPTED FY 10-11	APPROVED FY 11-12
61000 Personnel	12,646,592	10,057,831	9,411,620	9,517,745
62000 Contractual	3,791,334	4,042,823	4,287,470	4,321,555
63000 Commodities	831,582	582,848	640,505	749,005
65000 Crossed Charges	1,868,138	1,647,570	1,795,500	1,743,505
66000 Capital Outlay	343,427	59,090	0	0
67000 Debt Payment	80,886	80,886	80,905	80,910
TOTAL	<u>19,561,958</u>	<u>16,471,047</u>	<u>16,216,000</u>	<u>16,412,720</u>

Class Code	AUTHORIZED PERSONNEL	ADOPTED FY 10-11		APPROVED FY 11-12	
		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	6.00		6.00	
5480	Zoo Manager	1.00		1.00	
1945	Community Services Manager	1.00		1.00	
0150	Senior Management Analyst	1.00		1.00	
7280	Senior Accounting Assistant	2.00		2.00	
7010	Accounting Assistant	1.00		1.00	
1720	Management Analyst	1.00		1.00	
01850w	Contracts Administrator	1.00		1.00	
1500	Graphics Designer I	1.00		1.00	
5430	Zoo Curator	1.00		1.00	
5470	Zoo Animal Registrar	1.00		1.00	
5420	Zoo Keeper I	5.00		5.00	
5410	Zoo Keeper II	2.00		2.00	
5330	Recreation Program Coordinator	1.00		1.00	
5310	Recreation Leader	3.00		3.00	
6330	Senior Park Maintenance Supervisor	1.00		1.00	
4860	Park Maintenance Aide	1.00		1.00	
4105	Park Maintenance Inspector I	2.00		2.00	
4106	Park Maintenance Inspector II	1.00		1.00	
4180	General Maintenance Worker	5.00		5.00	
5115	Principal Librarian	3.00		4.00	
5109	Senior Librarian	9.00		8.00	
5313	Youth Services Technician	3.00		3.00	
5050	Library Services Assistant	3.00		3.00	

**GENERAL FUND
DEPARTMENT RESOURCE SUMMARY**

PARKS, RECREATION AND COMMUNITY SERVICES

Class Code	AUTHORIZED PERSONNEL	ADOPTED FY 10-11		APPROVED FY 11-12	
		Full Time	Part Time	Full Time	Part Time
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		2.00		3.00
9000	Animal Keeper I		12.00		7.00
9010	Animal Keeper II		1.00		1.00
9040	Cashier		4.00		4.00
9060	Clerical Aide		2.00		3.00
9100	Community Center Aide		13.00		13.00
9690	Computer Technician		1.00		1.00
9120	Data Entry Clerk		1.00		0.00
4190	General Maintenance Leader (PT)		1.00		1.00
9230	Maintenance Aide II		13.00		21.00
4860	Park Maintenance Aide (CS/PT)		1.00		1.00
9300	Park Maintenance Assistant		35.00		39.00
8160	Program Coordinator		19.00		20.00
9350	Program Leader I		3.00		3.00
9360	Program Leader II		37.00		40.00
3615	PT Park Ranger		10.00		7.00
7470	PT Supervising Park Ranger		3.00		3.00
8100	Senior Administrative Intern		1.00		1.00
9070	Senior Clerical Aide		9.00		14.00
9260	Senior Maintenance Worker		6.00		4.00
9400	Senior Program Leader		29.00		18.00
9430	Special Events Leader I		3.00		3.00
9440	Special Events Leader II		1.00		1.00
9180	Librarian / PT		1.00		1.00
9210	Library Clerk II		2.00		2.00
9200	Library Clerk I		8.00		9.00
9190	Library Assistant		1.00		1.00
8170	Senior Library Assistant		2.00		2.00
9290	Library Page		8.00		8.00
	TOTAL GENERAL FUND	<u>65.00</u>	<u>231.00</u>	<u>65.00</u>	<u>233.00</u>
	SECTION 5 SPECIAL REVENUE				
07413250	Civic Center Maintenance	<u>4.00</u>	<u>2.00</u>	<u>4.00</u>	<u>5.00</u>
		4.00	2.00	4.00	5.00
	TOTAL NON GRANT POSITIONS	<u>69.00</u>	<u>233.00</u>	<u>69.00</u>	<u>238.00</u>
	PENDING GRANT FUNDING				
16113265	Habitat Conservation Fund		3.00		3.00
16913202	OCTA Senior Mobility		14.00		14.00
13518783	CDBG - PRCSA		16.00		16.00
13518783	CDBG - Library		16.00		16.00
15311154	ICMA - Library		2.00		0.00
15411193	LSTA - Library		0.00		2.00
		<u>0.00</u>	<u>51.00</u>	<u>0.00</u>	<u>51.00</u>
	TOTAL ALL FUNDING SOURCES	<u>69.00</u>	<u>284.00</u>	<u>69.00</u>	<u>289.00</u>

Note: As a result of the merger between PRCSA and the Library, Library Admin Services (1111170) and PRCSA Admin Services (1113200) were combined into 1113200. In addition, Recreation (1113230) and Community Affairs (1113205) were combined in 1113230.

* Upon vacancy, position converts to Assistant Librarian.

** Upon vacancy, position is terminated.

GENERAL FUND

PARKS, RECREATION & COMMUNITY SERVICES	PROGRAM			
Library Adult Services	01111150			
Statement of Purpose				
<i>To provide a variety of timely materials, quality information and services that are useful and promote learning and enjoyment for adults and young adults in Santa Ana's ethnically diverse population.</i>				
<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 develops and implements programs to assist limited English speaking adults on improving their personal and working lives. It also staffs and maintains the Santa Ana History Room, which collects and makes available to the public materials on Santa Ana history. It also staffs the TeenSpace, which offers materials, activities and programs for teens.</p>				
Accomplishments in FY 10-11				
<p>* Doubled the number of computer classes for Spanish speaking adults. Discontinued unpopular teen workshops and added several that have been well received, including a garden club, cooking and nutrition, and video production classes. Designed, staffed and programmed the TeenSpace at the Jerome Center. Provided tours and information literacy sessions to (10) ESL classes. Attended and assisted with (53) historically oriented events in the community. Supported the research for the project representing the first Santa Ana participation in the high school level National History Day completion in ten years. Hired (15) young adults through the Laura Bush grant to experience working in the library profession.</p>				
Action Plan for FY 2011-2012				
<p>* Manage and implement the 2nd year of the Laura Bush 21st Century Librarian grant by cooperating with other sections to train and mentor young adults employed in the library. Utilize Eureka Leadership grant funds to create and implement job skills search workshops and coordinate a job fair for limited English speaking adults. Develop for teens a series of history related workshops, digital presentation programs centered on Santa Ana's immigrant history. Explore means to expand the Seeds to Trees concept beyond the limits of the Laura Bush grant.</p>				
PERFORMANCE MEASURES	Actual	Actual	Estimated	Objective
	FY 08-09	FY 09-10	FY 10-11	FY 11-12
Service Levels				
Adult / YA materials loaned	78,778/35,523	110,041/35,230	86,655/39,075	90,121/40,638
Adult / YA materials read in library	84,645/66,430	89,888/15,790	93,109/36,674	93,109/136,674
Materials added Adult / YA	5,260/789	6,969/998	57,786/867	63,564/953
Information requests	42,305	29,083	46,536	47,932
Items deleted	10,140	7,591	11,153	11,710
Periodical/Microfilm use	1,380/1,818	1,520/1,294	1,518/1,999	0/1,999
Class/Tours Visits and Attendance	12/0	10/69	13/0	19/50
Passport Applications Processed (new stat)	94	190	103	108
New Library cards issued Adult / YA	6,492/1,138	6,492/1,119	7,141/1,252	8,212/1,439
Computer Workshops / Attendance	51/786	117/1185	56/864	58/898
Volunteer Services system-wide Volunteers/Hours	1,508/17,973	1,702/15,120	1,658/19,770	1,708/20,363
Efficiency				
Cost per item loaned in Adult Services	\$12.84	\$8.79	\$9.24	\$9.58
Effectiveness				
Percent of adults holding library cards	35.5%	34.3%	37.1%	40.0%

GENERAL FUND

PARKS, RECREATION & COMMUNITY SERVICES		ACCOUNT UNIT			
Library Adult Services		01111150			
Object Code	LINE ITEM RESOURCES	ACTUAL FY 08-09	ACTUAL FY 09-10	ADOPTED FY 10-11	APPROVED FY 11-12
61000	Salaries Regular	781,062	752,236	738,180	771,195
61020	Salaries Part-Time	75,788	86,819	167,085	64,045
61040	Salaries Overtime	0	145		0
61100	Retirement-Employer Contribution	45,777	49,754	61,120	79,995
61110	Part-Time Retirement	0	2,489	6,265	2,400
61120	Medicare Insurance	9,382	9,259	11,800	10,940
61130	Health Insurance	123,166	110,776	87,305	88,050
61170	Retiree Health Benefits	10,784	0	12,735	13,500
61180	Worker Compensation Insurance	5,621	5,514	18,860	7,610
	SUBTOTAL PERSONNEL	1,051,580	1,016,993	1,103,350	1,037,735
62010	Communications	9,547	4,416	6,550	6,550
62120	Training, Transportation, Meeting	33	0	1,650	1,650
62140	Membership, Subscription And Dues	69,106	20,996	24,195	14,195
62300	Contractual Services-Professional	0	17	300	83,340
	SUBTOTAL CONTRACTUAL	78,686	25,429	32,695	105,735
63001	Misc Office Expenses	14,955	15,329	15,395	23,395
	SUBTOTAL COMMODITIES	14,955	15,329	15,395	23,395
65000	Building Rental	150,455	155,075	0	0
65010	Rental City Equipment	0	0	0	3,890
65100	Insurance Charges	8,875	8,875	9,920	8,875
	SUBTOTAL FIXED CHARGES	159,330	163,950	9,920	12,765
66600	Books Records Video	163,340	55,408	0	0
	SUBTOTAL CAPITAL	163,340	55,408	0	0
	TOTAL	1,467,891	1,277,109	1,161,360	1,179,630

Class Code	AUTHORIZED PERSONNEL	ADOPTED FY 10-11		APPROVED FY 11-12	
		Full Time	Part Time	Full Time	Part Time
5195	Library Operations Manager	1.00		1.00	
5115	Principal Librarian	1.00		2.00	
5109	Senior Librarian	7.00		6.00	
5313	Youth Services Technician	0.00		1.00	
8170	Senior Library Assistant		1.00		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		3.00		0.00
	TOTAL	9.00	8.00	10.00	5.00

GENERAL FUND

PARKS, RECREATION & COMMUNITY SERVICES		PROGRAM		
Library Youth Services		01111160		
Statement of Purpose				
<p><i>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.</i></p> <p>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.</p>				
Accomplishments in FY 10-11				
<ul style="list-style-type: none"> * Provided weekly storytimes at both the Main Library and at the Newhope Library Learning Center. * Offered two seasonal reading incentive programs. * Provided students with computer/Internet access and electronic interactive reading tools. * Provided limited monthly and 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. * Offered Dia de los Niños and end of Summer Reading Program special events. * Offered computer and creative writing workshops for students. * Offered a Math Mania incentive program to help students with math skills. 				
Action Plan for FY 2011-2012				
<ul style="list-style-type: none"> * Continue providing weekly storytimes for children from babies to grade school students and their families. * Continue providing the Summer and Fall Reading program to help students retain and improve their reading skills. * Continue providing students with computer/Internet access and electronic interactive reading tools. * 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 services as requested. * Continue offering library tours to Santa Ana schools and community agencies to promote library services as requested. * Offer Dia de los Niños and end of Summer Reading Program special events. * Offer computer and creative writing workshops for students. * Offer a Math Mania incentive program to help students with math skills. 				
PERFORMANCE MEASURES	Actual	Actual	Estimated	Objective
	FY 08-09	FY 09-10	FY 10-11	FY 11-12
Service Levels				
Youth Materials Loaned	412,275	333,469	348,500	350,500
Information requests	24,925	23,590	27,800	30,800
Preschool age programs/Attendance	127/4,335	94/3,864	90/3,600	90/3,600
School age programs/Attendance	406/17,595	342/14,018	340/11,560	345/12,000
Class Tours/School Visits & Attendance	170/7,818	included above	included above	included above
New library cards issued	5,826	4,232	5,600	5,700
Youth Materials Added	10,959	9,456	5,700	6,200
Computer Users/Sessions	6,765 / 31,643	6,685/31,854	8,457/33,300	7,000/32,500
Students registered in Learning Center (tutoring)/Sessions	878/5,823	1,045/6,440	1,201/6,250	1,300/6,500
Efficiency				
Cost per item loaned in Youth Services	\$3.64	\$2.63	\$2.36	\$1.85
Effectiveness				
Percent of youths holding library cards	22.3%	41.3%	38.0%	45.0%

GENERAL FUND

PARKS, RECREATION & COMMUNITY SERVICES		ACCOUNT UNIT			
Library Youth Services		01111160			
Object Code	LINE ITEM RESOURCES	ACTUAL FY 08-09	ACTUAL FY 09-10	ADOPTED FY 10-11	APPROVED FY 11-12
61000	Salaries Regular	594,036	530,840	484,870	421,280
61020	Salaries Part-Time	114,301	40,724	34,545	34,545
61040	Salaries Overtime	0	242	0	0
61100	Retirement-Employer Contribution	35,858	36,392	40,145	43,700
61110	Part-Time Retirement	0	859	1,235	1,295
61120	Medicare Insurance	6,006	4,757	4,505	3,685
61130	Health Insurance	87,001	79,429	79,315	74,885
61170	Retiree Health Benefits	8,011	21,378	8,365	7,370
61180	Worker Compensation Insurance	6,763	4,956	3,320	2,970
	SUBTOTAL PERSONNEL	<u>851,976</u>	<u>719,576</u>	<u>656,300</u>	<u>589,730</u>
62010	Communications	5,976	4,781	14,920	14,920
62120	Training, Transportation, Meeting	2,045	3,397	3,500	3,500
62140	Membership, Subscription And Dues	5,162	3,907	2,000	2,000
62300	Contractual Services-Professional	3,592	3,765	5,300	6,800
	SUBTOTAL CONTRACTUAL	<u>16,776</u>	<u>15,850</u>	<u>25,720</u>	<u>27,220</u>
63001	Misc Office Expenses	16,479	21,159	25,000	19,500
	SUBTOTAL COMMODITIES	<u>16,479</u>	<u>21,159</u>	<u>25,000</u>	<u>19,500</u>
65000	Building Rental	84,990	87,450	0	0
65010	Rental City Equipment	25,505	25,505	6,400	6,400
65100	Insurance Charges	4,525	4,525	4,525	4,525
	SUBTOTAL FIXED CHARGES	<u>115,020</u>	<u>117,480</u>	<u>10,925</u>	<u>10,925</u>
66200	Building Improvements	16,134	0	0	0
66510	Computer Software	289	0	0	0
66600	Books Records Video	116,574	3,682	0	0
	SUBTOTAL CAPITAL	<u>132,997</u>	<u>3,682</u>	<u>0</u>	<u>0</u>
	TOTAL	<u>1,133,247</u>	<u>877,747</u>	<u>717,945</u>	<u>647,375</u>
Class Code	AUTHORIZED PERSONNEL	ADOPTED FY 10-11		APPROVED FY 11-12	
		Full Time	Part Time	Full Time	Part Time
5115	Principal Librarian	1.00		1.00	
5109	Senior Librarian	2.00		2.00	
5313	Youth Services Technician	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
	TOTAL	<u>7.00</u>	<u>2.00</u>	<u>6.00</u>	<u>2.00</u>

GENERAL FUND

PARKS, RECREATION & COMMUNITY SERVICES
Library Administration Services

PROGRAM
01111170

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		0111170			
Object Code	LINE ITEM RESOURCES	ACTUAL FY 08-09	ACTUAL FY 09-10	ADOPTED FY 10-11	APPROVED FY 11-12
61000	Salaries Regular	346,883	0	0	0
61020	Salaries Part-Time	71,931	0	0	0
61040	Salaries Overtime	41	0	0	0
61100	Retirement-Employer Contribution	17,331	0	0	0
61120	Medicare Insurance	6,296	0	0	0
61130	Health Insurance	34,021	0	0	0
61170	Retiree Health Benefits	4,306	0	0	0
61180	Worker Compensation Insurance	9,152	0	0	0
62302	Contracted Vendor Personnel Services	1,971	0	0	0
	SUBTOTAL PERSONNEL	<u>491,933</u>	<u>0</u>	<u>0</u>	<u>0</u>
62000	Utilities	181,589	0	0	0
62010	Communications	16,508	0	0	0
62120	Training, Transportation, Meeting	7,050	0	0	0
62140	Membership, Subscription And Dues	10,676	0	0	0
62300	Contractual Services-Professional	22,080	(3,407)	0	0
62600	Parking Validation	0	226	0	0
	SUBTOTAL CONTRACTUAL	<u>237,903</u>	<u>(3,181)</u>	<u>0</u>	<u>0</u>
63001	Misc Office Expenses	14,319	0	0	0
63020	Postage/Printing	448	0	0	0
	SUBTOTAL COMMODITIES	<u>14,767</u>	<u>0</u>	<u>0</u>	<u>0</u>
65000	Building Rental	50,850	0	0	0
65010	Rental City Equipment	3,895	0	0	0
65040	Computer Services Charge	6,568	0	0	0
65100	Insurance Charges	2,495	0	0	0
	SUBTOTAL FIXED CHARGES	<u>63,808</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>
67200	Principal - Capital Lease	29,807	0	0	0
	SUBTOTAL DEBT SERVICES	<u>29,807</u>	<u>0</u>	<u>0</u>	<u>0</u>
	TOTAL	<u>838,218</u>	<u>(3,181)</u>	<u>0</u>	<u>0</u>
Class Code	AUTHORIZED PERSONNEL	ADOPTED FY 10-11		APPROVED FY 11-12	
		Full Time	Part Time	Full Time	Part Time
<p>Note: This activity is now combined with 01113200</p>					

GENERAL FUND

PARKS, RECREATION & COMMUNITY SERVICES		PROGRAM		
Library Outreach Services & Community History		01111180		
Statement of Purpose				
<p><i>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.</i></p> <p>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.</p>				
Accomplishments in FY 09-10				
<p>Action Plan for FY 2010-2011</p> <p>**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)</p>				
PERFORMANCE MEASURES	Actual	Actual	Estimated	Objective
	FY 08-09	FY 09-10	FY 10-11	FY 11-12
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 08-09	ACTUAL FY 09-10	ADOPTED FY 10-11	APPROVED FY 11-12
61000	Salaries Regular	0	0	0	0
61100	Retirement-Employer Contributor	0	0	0	0
61130	Health Insurance	0	0	0	0
61180	Worker Compensation Insurance	0	0	0	0
	SUBTOTAL PERSONNEL	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>
62010	Communications	21	0	0	0
62120	Training, Transportation, Meeting	0	0	0	0
	SUBTOTAL CONTRACTUAL	<u>21</u>	<u>0</u>	<u>0</u>	<u>0</u>
63100	Uniform & Tools	0	23	0	0
	SUBTOTAL COMMODITIES	<u>0</u>	<u>23</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>21</u></u>	<u><u>23</u></u>	<u><u>0</u></u>	<u><u>0</u></u>

Class Code	AUTHORIZED PERSONNEL	ADOPTED FY 10-11		APPROVED FY 11-12	
		Full Time	Part Time	Full Time	Part Time

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

****Programs and services will be delivered by Youth Services (0111150) & Adult Services (0111160)**

GENERAL FUND

PARKS, RECREATION & COMMUNITY SERVICES
Library Technology and Support Services

PROGRAM
01111190

Statement of Purpose

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

Technology and Support Services maintains the electronic and technical resources of the library including the web site, online 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. Furthermore, Technology and Support Services is responsible for the content and operation of the City TV channel 3.

Accomplishments in FY 10-11

- * Increased usage of library online databases by promoting to middle school and high school students and their teachers.
- * Improved the content and developed new materials for the Library's website.
- * Conducted staff training sessions on Report Managers.
- * Continued to develop and improve internal communications through the Library's Intranet.

Action Plan for FY 2011-2012

- * Provide continuous training in the implementation of TLC 4.2 for all Technology and Support staff.
- * Implement cross training for Technology and Support staff in Circulation functions.
- * Produce 5 videos to put on City channel 3 and website.
- * Increase number of library cardholders by promoting services to Santa Ana schools.
- * Implement the e-mail notification of library services, programs, and special events.

PERFORMANCE MEASURES	Actual	Actual	Estimated	Objective
	FY 08-09	FY 09-10	FY 10-11	FY 11-12
Service Levels - Systemwide				
Number of items in system	326,160	330,473	316,309	325,798
Number of registered patrons	125,528	129,376	132,072	138,676
Number of library visits by patrons to fixed facilities	685,541	687,842	809,038	849,490
Number of print materials loaned	448,825	370,352	455,430	487,310
Number of audio recordings loaned	44,065	19,428	21,182	22,241
Number of video/DVD recordings loaned	103,676	49,473	38,301	40,216
Online Database Searches	11,886	10,740	17,723	18,609
Public computer usage: users/sessions	14,256	13,551/42,397	15,309/45,929	16,074/48,225
Online catalog searches	284,160	274,212	298,620	328,482
Number of new items added to collection	21,140	17,423	16,152	16,637
Number of visits to library website	682,418	726,209	770,000	823,900
Efficiency				
Overall library cost per loan	\$7.37	\$6.89	\$3.50	\$5.39
Effectiveness				
Achieve ratio 1:8 new books per capita	.17:8	.20:8	.22:8	.23:8
Achieve ratio of 2:1 total books per capita	.92:1	.92:1	.89:1	.99:1
Library card holders as % of Santa Ana residents (Goal is to reach 60%)	36%	36%	37%	38%

GENERAL FUND

PARKS, RECREATION & COMMUNITY SERVICES		ACCOUNT UNIT			
Library Technology and Support Services		01111190			
Object Code	LINE ITEM RESOURCES	ACTUAL FY 08-09	ACTUAL FY 09-10	ADOPTED FY 10-11	APPROVED FY 11-12
61000	Salaries Regular	361,041	394,604	475,750	551,480
61020	Salaries Part-Time	346,910	238,406	217,930	269,765
61100	Retirement-Employer Contribution	21,180	26,956	39,965	57,205
61110	Part-Time Retirement	0	7,265	7,780	10,115
61120	Medicare Insurance	8,090	7,356	7,580	9,430
61130	Health Insurance	75,788	78,851	103,765	115,605
61170	Retiree Health Benefits	4,955	6,219	8,325	5,515
61180	Worker Compensation Insurance	4,459	4,130	4,300	7,350
	SUBTOTAL PERSONNEL	822,422	763,788	865,395	1,026,465
62010	Communications	5,116	10,672	5,625	5,625
62120	Training, Transportation, Meeting	14	0	550	550
62140	Membership, Subscription And Dues	52	0	0	0
62300	Contractual Services-Professional	90,366	70,349	90,000	90,000
	SUBTOTAL CONTRACTUAL	95,548	81,021	96,175	96,175
63000	Office Supplies	0	132	0	0
63001	Misc Office Expenses	31,860	14,531	38,670	34,670
	SUBTOTAL COMMODITIES	31,860	14,663	38,670	34,670
65000	Building Rental	6,325	12,175	0	0
65100	Insurance Charges	1,175	1,175	1,175	1,175
	SUBTOTAL FIXED CHARGES	7,500	13,350	1,175	1,175
	SUBTOTAL CAPITAL	0	0	0	0
	TOTAL	957,330	872,822	1,001,415	1,158,485
**Previous data in account 01111170					
Class Code	AUTHORIZED PERSONNEL	ADOPTED FY 10-11		APPROVED FY 11-12	
		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	
1500	Graphics Designer 1	0.00		1.00	
9770	Administrative Aide		0.00		1.00
9190	Library Assistant		1.00		1.00
9200	Library Clerk 1		6.00		6.00
9290	Library Page		8.00		8.00
	TOTAL	8.00	15.00	9.00	16.00
* 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 08-09	ACTUAL FY 09-10	ADOPTED FY 10-11	APPROVED FY 11-12
61000	Salaries Regular	1,057,008	1,165,871	871,920	834,380
61020	Salaries Part-Time	114,522	99,688	81,175	59,340
61040	Salaries Overtime	8,042	14,051	16,300	16,300
61100	Retirement-Employer Contribution	58,899	80,466	73,240	86,550
61110	Part-Time Retirement	0	2,693	3,045	2,225
61120	Medicare Insurance	13,610	15,108	9,210	8,195
61130	Health Insurance	131,712	138,019	108,535	100,975
61170	Retiree Health Benefits	13,633	9,182	15,260	12,495
61180	Worker Compensation Insurance	20,467	21,586	28,215	26,455
	SUBTOTAL PERSONNEL	1,417,892	1,546,664	1,206,900	1,146,915
62000	Utilities	11	151,879	0	0
62010	Communications	54,530	24,617	57,380	24,620
62120	Training, Transportation, Meeting	9,389	1,252	10,710	10,710
62140	Membership, Subscription And Dues	760	600	1,450	1,450
62251	Other Agency Services	0	36,701	0	0
62300	Contractual Services-Professional	51,979	274,663	505,160	405,330
62302	Contracted Vendor Personnel Services	23,549	2,823	2,700	2,700
62501	Operating Lease Expense	151,292	0	0	0
62600	Parking Validation	0	11,738	0	4,590
62700	Auto Expense	0	5,000	0	6,000
	SUBTOTAL CONTRACTUAL	291,509	509,273	577,400	455,400
63000	Office Supplies	0	11	0	0
63001	Misc. Office Expenses	83,700	41,300	90,675	107,675
	SUBTOTAL COMMODITIES	83,700	41,311	90,675	107,675
65000	Building Rental	0	52,400	0	0
65010	Rental City Equipment	7,355	16,260	19,735	19,740
65100	Insurance Charges	64,055	66,550	66,500	66,500
65205	Interdepartmental Personnel Charges	0	5,217	40,880	40,880
	SUBTOTAL FIXED CHARGES	71,410	140,427	127,115	127,120
66220	Imp Other Than Bld	21,533	0	0	0
66510	Computer Software	7,818	0	0	0
	SUBTOTAL CAPITAL	29,351	0	0	0
67200	Principal - Capital Lease	0	29807.16	29,805	29,810
	SUBTOTAL DEBT SERVICES	0	29807.16	29,805	29,810
	TOTAL	1,893,862	2,267,482	2,031,895	1,866,920

Class Code	AUTHORIZED PERSONNEL	ADOPTED FY 10-11		APPROVED FY 11-12	
		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	
01850w	Contracts Administrator	1.00		1.00	
5400	Executive Director, Parks, Rec & Com. Svcs.	1.00		1.00	
1500	Graphics Designer I	1.00		0.00	
1720	Management Analyst	1.00		1.00	
7280	Senior Accounting Assistant	2.00		2.00	
0150	Senior Management Analyst	1.00		1.00	
9041	Account Clerk I		2.00		2.00
9770	Administrative Aide		1.00		0.00
9200	Library Clerk I		0.00		1.00
	TOTAL	10.00	3.00	9.00	3.00

GENERAL FUND

PARKS, RECREATION & COMMUNITY SERVICES		PROGRAM		
Community Affairs		01113205		
Statement of Purpose				
<p><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></p>				
Accomplishments in FY 09-10 & FY 10-11				
<p>* See (01113230) Recreation</p>				
Action Plan for FY 2011-12				
<p>* See (01113230) Recreation</p>				
PERFORMANCE MEASURES	Actual	Actual	Estimated	Objective
	FY 08-09	FY 09-10	FY 10-11	FY 11-12
Service Level # of City sponsored community events	20	N/A	N/A	N/A
Efficiency # of volunteers recruited	2,000	N/A	N/A	N/A
Effectiveness Revenue from donations	\$85,000	N/A	N/A	N/A
<p>* Note: Effective FY 2009-10, this activity has been combined with (01113230) Recreation.</p>				

GENERAL FUND

PARKS, RECREATION & COMMUNITY SERVICES		ACCOUNT UNIT			
Community Affairs		01113205			
Object Code	LINE ITEM RESOURCES	ACTUAL FY 08-09	ACTUAL FY 09-10	ADOPTED FY 10-11	APPROVED FY 11-12
61000	Salaries Regular	662,642	0	0	0
61020	Salaries Part-Time	233,635	1,514	0	0
61040	Salaries Overtime	2,663	261	0	0
61100	Retirement-Employer Contribution	36,387	0	0	0
61120	Medicare Insurance	8,226	25	0	0
61130	Health Insurance	76,036	0	0	0
61170	Retiree Health Benefits	8,286	0	0	0
61180	Worker Compensation Insurance	28,227	51	0	0
62302	Contracted Vendor Personnel Services	104	0	0	0
SUBTOTAL PERSONNEL		1,056,205	1,851	0	0
62010	Communications	40,456	0	0	0
62120	Training, Transportation, Meeting	170	0	0	0
62140	Membership, Subscription And Dues	19	0	0	0
62300	Contractual Services-Professional	370,575	7,025	0	0
SUBTOTAL CONTRACTUAL		411,220	7,025	0	0
63001	Mics Office Expenses	75,539	3,374	0	0
SUBTOTAL COMMODITIES		75,539	3,374	0	0
65010	Equipment City Rental	27,715	0	0	0
SUBTOTAL FIXED CHARGES		27,715	0	0	0
66510	Computer Software	0	0	0	0
SUBTOTAL CAPITAL		0	0	0	0
TOTAL		1,570,679	12,251	0	0
Class Code	AUTHORIZED PERSONNEL	ADOPTED FY 10-11		APPROVED FY 11-12	
		Full Time	Part Time	Full Time	Part Time
TOTAL		0.00	0.00	0.00	0.00

GENERAL FUND

PARKS, RECREATION & COMMUNITY SERVICES

PROGRAM

Stadium

01113210

Statement of Purpose

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.

This program includes the operation and maintenance of structures, sports turf management, landscaping, and care of ancillary equipment.

Accomplishments in FY 09-10 & FY 10-11

- * 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.
- * Installed new synthetic turf
- * Restroom Custodial Maintenance – Continued overseeing in-house staff to provide 365 day custodial maintenance at the Stadium.

Action Plan for FY 2011-12

- * 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 08-09	FY 09-10	FY 10-11	FY 11-12
Service Level				
# of Stadium reservations	343	349	355	360
# of days providing landscape-grounds maintenance	365	365	365	365
# of days providing custodial maintenance	365	365	365	365

GENERAL FUND

PARKS, RECREATION & COMMUNITY SERVICES		ACCOUNT UNIT			
Stadium		01113210			
Object Code	LINE ITEM RESOURCES	ACTUAL FY 08-09	ACTUAL FY 09-10	ADOPTED FY 10-11	APPROVED FY 11-12
61000	Salaries Regular	91	886	0	0
61020	Salaries Part-Time	152,825	52,139	15,880	16,355
61040	Salaries Overtime	15,346	2,236	0	0
61100	Retirement-Employer Contribution	3	0	0	0
61110	Part-Time Retirement	0	1,565	595	615
61120	Medicare Insurance	2,137	758	230	240
61130	Health Insurance	17	0	0	0
61180	Worker Compensation Insurance	20,209	7,178	2,180	2,240
	SUBTOTAL PERSONNEL	<u>190,628</u>	<u>64,763</u>	<u>18,885</u>	<u>19,450</u>
62000	Utilities	67,281	65,879	61,430	61,430
62010	Communications	3,564	2,629	280	2,700
62300	Contractual Services-Professional	12,489	8,626	0	
62320	M & R Bldgs & Ground	0	0	12,195	9,775
	SUBTOTAL CONTRACTUAL	<u>83,334</u>	<u>77,135</u>	<u>73,905</u>	<u>73,905</u>
63001	Misc Office Expenses	10,509	13,734	0	0
63200	OP M&S Buildings & Grounds	0		7,205	7,205
	SUBTOTAL COMMODITIES	<u>10,509</u>	<u>13,734</u>	<u>7,205</u>	<u>7,205</u>
65010	Equipment City Rental	15,150	2,200	15,910	13,010
65100	Insurance Charges	16,830	16,830	16,830	16,830
	SUBTOTAL FIXED CHARGES	<u>31,980</u>	<u>19,030</u>	<u>32,740</u>	<u>29,840</u>
	TOTAL	<u><u>316,450</u></u>	<u><u>174,662</u></u>	<u><u>132,735</u></u>	<u><u>130,400</u></u>
Class Code	AUTHORIZED PERSONNEL	ADOPTED FY 10-11		APPROVED FY 11-12	
		Full Time	Part Time	Full Time	Part Time
9300	Park Maintenance Assistant		4.00		3.00
	TOTAL	<u>0.00</u>	<u>4.00</u>	<u>0.00</u>	<u>3.00</u>

GENERAL FUND

PARKS, RECREATION & COMMUNITY SERVICES	PROGRAM			
Santa Ana Zoo at Prentice Park	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 09-10 & FY 10-11				
<ul style="list-style-type: none"> * Completed construction of Tierra De La Pampas * Acquired a new Zoo concessionaire - Knowlwood Café at the Zoo * Installed new animal and plant identification signs as part of the Zoo Graphic Master Plan * Worked with Friends of Santa Ana Zoo (FOSAZ) on grants and marketing for the Zoo * Renovated the existing commissary (Zoo Kitchen) * Renovated three monkey exhibits and added an enclosed night house * Added a new public walkway for easier access along Monkey Row * Designed new small animal quarantine facility 				
Action Plan for FY 2011-12				
<ul style="list-style-type: none"> * Apply for and receive accreditation by the Association of Zoo and Aquariums (AZA) * Finish installation new animal, plant and site identification signs throughout the Zoo as part of the Zoo Graphics Master Plan. * Build the small animal quarantine facility * Remodel the interior and exterior of the Zoo concession building * Begin replacement and renovation of Zoo walkways 				
PERFORMANCE MEASURES	Actual FY 08-09	Actual FY 09-10	Estimated FY 10-11	Objective FY 11-12
Service Level				
# of special events	12	8	6	6
# of outreach programs	178	137	12	80
# of on-site programs	475	436	50	160
Total education programs	653	573	62	240
Effectiveness				
Attendance	273,724	250,168	270,000	260,000
Outreach program participation	12,900	5,881	1,500	2,400
On-site program participation	39,299	37,285	5,000	18,000
City volunteer hours	8,190	5,587	4,000	4,000

GENERAL FUND

PARKS, RECREATION & COMMUNITY SERVICES		ACCOUNT UNIT			
Santa Ana Zoo at Prentice Park		01113220			
Object Code	LINE ITEM RESOURCES	ACTUAL FY 08-09	ACTUAL FY 09-10	ADOPTED FY 10-11	APPROVED FY 11-12
61000	Salaries Regular	820,493	567,664	595,570	595,225
61020	Salaries Part-Time	294,291	338,037	233,955	240,975
61040	Salaries Overtime	42,981	26,397	3,270	3,270
61100	Retirement-Employer Contribution	42,941	42,842	50,030	61,745
61110	Part-Time Retirement	0	8,884	8,775	9,040
61120	Medicare Insurance	15,624	12,439	11,130	11,225
61130	Health Insurance	134,947	85,899	135,385	106,035
61170	Retiree Health Benefits	11,697	7,320	10,425	3,800
61180	Worker Compensation Insurance	94,491	84,538	87,410	87,445
	SUBTOTAL PERSONNEL	1,457,465	1,174,019	1,135,950	1,118,760
62000	Utilities	69,084	110,545	88,460	88,460
62010	Communications	19,472	11,045	11,790	11,790
62120	Training, Transportation, Meeting	831	16	1,200	1,200
62140	Membership, Subscription and Dues	9,636	8,912	9,000	9,000
62251	Other Agency Services	0	203	0	0
62300	Contractual Services-Professional	123,997	127,448	111,995	119,995
62320	M & R Bldgs & Ground	(214)	0	0	0
	SUBTOTAL CONTRACTUAL	222,807	258,169	222,445	230,445
63001	Mics Office Expenses	56,895	56,524	71,630	63,630
63100	Uniforms & Tools	0	721	0	0
63400	Animal Food & Supplies	58,816	63,657	82,770	82,770
	SUBTOTAL COMMODITIES	115,711	120,902	154,400	146,400
65010	Equipment City Rental	31,320	27,415	32,715	32,725
65100	Insurance Charges	56,815	56,815	56,815	56,815
	SUBTOTAL FIXED CHARGES	88,135	84,230	89,530	89,540
	TOTAL	1,884,118	1,637,320	1,602,325	1,585,145
Class Code	AUTHORIZED PERSONNEL	ADOPTED FY 10-11		APPROVED FY 11-12	
		Full Time	Part Time	Full Time	Part Time
5470	Zoo Animal Registrar	1.00		1.00	
5430	Zoo Curator	1.00		1.00	
5420	Zoo Keeper I	5.00		5.00	
5410	Zoo Keeper II	2.00		2.00	
5480	Zoo Manager	1.00		1.00	
9000	Animal Keeper I		12.00		7.00
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		6.00
9350	Program Leader I		1.00		1.00
9070	Senior Clerical Aide		1.00		1.00
9770	Administrative Aide		1.00		1.00
	TOTAL	10.00	29.00	10.00	25.00

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 09-10 & FY 10-11				
<ul style="list-style-type: none"> * Reopened the newly renovated Jerome Recreation Center with a variety of programs and services offered with a minimal impact to the general fund through leisure classes that promote health and fitness, TKO Boxing, and a Library Teen Space satellite. * Developed and implemented the Outdoor Adventure Program for teens at the Santiago Park Nature Center, including educational workshops, service learning opportunities, and field lab excursions. * Added 26 new leisure classes advertised in the Leisure Class Brochure and the city's web site in the areas of visual and performing arts, fitness, and habitat restoration and conservation. * Improved the Athletic Facilities Reservations Policies and Procedures by working closely with sports leagues and gaining their cooperation for increased compliance to better serve the community while protecting athletic fields. * Improved the pre-event process by developing policies and procedures posted on the city's web site to inform the public about the process for improved customer service. * Developed a partnership with Back to Natives Restoration non-profit organization to bring a wide variety of leisure classes, restoration projects, and service learning opportunities to the Santiago Park Nature Reserve. 				
Action Plan for FY 2011-12				
<ul style="list-style-type: none"> * Develop a plan to evaluate the effectiveness and efficiency of programs and services offered at all recreation and community centers. * Continue to increase the number and variety of leisure classes that are offered at the City's recreation and community centers. * 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 develop partnerships with non-profit organizations that will result in the addition of quality programs and services offered at recreation and community centers. 				
PERFORMANCE MEASURES	Actual	Actual	Estimated	Objective
	FY 08-09	FY 09-10	FY 10-11	FY 11-12
Service Level				
* Total youth served in summer programs	34,000	43,155	40,000	
* Total family members served in Project PRIDE	945	945	950	
* Total youth served in Leisure Classes	1,000	1,000	1,000	
New performance measures for FY 2011-12				
* Number of Soccer Field Reservations				6,183
* Number of Ball Diamond Reservations				3,398
* Number of Leisure Class Sessions				576
* Number of Leisure Class Participants				7,838

GENERAL FUND

PARKS, RECREATION & COMMUNITY SERVICES		ACCOUNT UNIT			
Recreation		01113230			
Object Code	LINE ITEM RESOURCES	ACTUAL FY 08-09	ACTUAL FY 09-10	ADOPTED FY 10-11	APPROVED FY 11-12
61000	Salaries Regular	1,101,150	1,024,129	890,315	908,335
61020	Salaries Part-Time	1,011,919	1,194,184	1,313,580	1,381,990
61040	Salaries Overtime	6,200	3,157	4,905	4,905
61100	Retirement-Employer Contribution	68,981	97,470	74,790	94,220
61110	Part-Time Retirement	0	22,027	49,260	51,825
61120	Medicare Insurance	27,729	26,161	29,470	30,785
61130	Health Insurance	188,434	179,517	146,975	158,555
61170	Retiree Health Benefits	14,595	14,004	15,580	10,185
61180	Worker Compensation Insurance	67,029	66,791	65,240	67,790
	SUBTOTAL PERSONNEL	<u>2,486,037</u>	<u>2,627,442</u>	<u>2,590,115</u>	<u>2,708,590</u>
62010	Communications	48,938	86,385	66,005	83,005
62120	Training, Transportation, Meeting	0	0	12,485	2,485
62140	Membership, Subscription and Dues	96	64	5,645	645
62300	Contractual Services-Professional	108,793	412,886	157,790	257,790
62301	Contracted Services-Construction	0	496	0	0
62302	Contracted Vendor Personnel Services	1,572	370	2,625	625
62310	Janitorial & Housekeeping	23	0	0	0
62320	M&R Buildings and Grounds	0	0	30,455	0
62322	M&R Machinery & Equipment	0	32	0	0
	SUBTOTAL CONTRACTUAL	<u>159,421</u>	<u>500,233</u>	<u>275,005</u>	<u>344,550</u>
63001	Misc Office Expenses	194,951	164,446	253,105	253,105
	SUBTOTAL COMMODITIES	<u>194,951</u>	<u>164,446</u>	<u>253,105</u>	<u>253,105</u>
65010	Rental City Equipment	60,670	65,170	121,095	91,920
65100	Insurance Charges	154,925	154,925	154,925	154,925
	SUBTOTAL FIXED CHARGES	<u>215,595</u>	<u>220,095</u>	<u>276,020</u>	<u>246,845</u>
	TOTAL	<u><u>3,056,004</u></u>	<u><u>3,512,216</u></u>	<u><u>3,394,245</u></u>	<u><u>3,553,090</u></u>
Class Code	AUTHORIZED PERSONNEL	ADOPTED FY 10-11		APPROVED FY 11-12	
		Full Time	Part Time	Full Time	Part Time
5310	Recreation Leader	3.00		3.00	
5330	Recreation Program Coordinator	1.00		1.00	
1945	Community Services Manager	1.00		1.00	
1940	Community Services Supervisor	6.00		6.00	
9770	Administrative Aide		0.00		1.00
9060	Clerical Aide		1.00		2.00
9100	Community Center Aide		13.00		13.00
9690	Computer Technician		1.00		1.00
9120	Data Entry Clerk		1.00		0.00
9230	Maintenance Aide II		9.00		18.00
8160	Program Coordinator		14.00		14.00
9350	Program Leader I		2.00		2.00
9360	Program Leader II		37.00		40.00
8100	Senior Administrative Intern		1.00		1.00
9070	Senior Clerical Aide		8.00		13.00
9400	Senior Program Leader		29.00		18.00
9430	Special Events Leader I		3.00		3.00
9440	Special Events Leader II		1.00		1.00
	TOTAL	<u>11.00</u>	<u>120.00</u>	<u>11.00</u>	<u>127.00</u>

GENERAL FUND

PARKS, RECREATION & COMMUNITY SERVICES		PROGRAM		
Park Ranger Program		01113240		
Statement of Purpose				
<p><i>To continually improve the level of safety at parks by proactively communicating with park customers and continuously enforcing park rules.</i></p>				
Accomplishments in FY 09-10 & FY 10-11				
<ul style="list-style-type: none"> * Developed and implemented standards for operations for Facility Attendants to improve report writing and enforcement of Policies and Procedures in collaboration with the Reservations Administration. * Conducted training workshops for Library and Recreation staff in 911 calling, dealing with difficult patrons, "Verbal Judo - the Art of Verbal Communications", and other customer service oriented topics. * Worked closely with Community Services Supervisors to improve the process for alarm coding and response at all recreation and community centers. * Initiated an evaluation process to improve the Park Ranger End of Watch Report process in collaboration with the Community Services Supervisors in order to provide more pertinent information to facilitate follow up 				
Action Plan for FY 2011-12				
<ul style="list-style-type: none"> * Complete the evaluation process of the Park Ranger End of Watch Report process in collaboration with the Community Services Supervisors in order to provide more pertinent information to facilitate follow up. * Standardize the End of Watch Report to be used by all Park Rangers in order to improve communication and follow up on issues identified out in the field. * Develop a training manual for Park Rangers and Facility Attendants, including internal policies and procedures to provide directives for the daily operation of Park Rangers and Field Attendants. * Begin implementation of training for Park Rangers and Facility Attendants to improve customer service, report writing, and follow up. 				
PERFORMANCE MEASURES	Actual	Actual	Estimated	Objective
	FY 08-09	FY 09-10	FY 10-11	FY 11-12
Service Level				
# of patrol service hours provided per year	13,760	13,320	13,320	9,600
Efficiency				
# of calls for service responded to	1,625	1,650	1,650	1,320
Effectiveness				
# of warnings issued	2,113	2,130	2,130	1,700
# of citations issued	993	950	950	760
# of arrests	113	110	110	85
# of field interviews conducted	527	540	540	430
# of citizen assists	1,419	1,375	1,375	1,100
# of police and fire assists	177	150	156	125
# of reservation checks	10,243	10,410	10,410	8,328

GENERAL FUND

PARKS, RECREATION & COMMUNITY SERVICES		ACCOUNT UNIT			
Park Ranger Program		01113240			
Object Code	LINE ITEM RESOURCES	ACTUAL FY 08-09	ACTUAL FY 09-10	ADOPTED FY 10-11	APPROVED FY 11-12
61000	Salaries Regular	107,064	6,389	31,955	32,010
61020	Salaries Part-Time	288,286	537,176	577,630	594,960
61040	Salaries Overtime	135	1,929	0	0
61100	Retirement-Employer Contribution	4,414	1,896	2,685	3,320
61110	Part-Time Retirement	0	16,075	21,660	22,310
61120	Medicare Insurance	4,172	7,597	8,840	9,090
61130	Health Insurance	13,532		17,085	17,455
61170	Retiree Health Benefits	1,942		560	320
61180	Worker Compensation Insurance	12,851	37,859	51,745	53,180
	SUBTOTAL PERSONNEL	<u>432,396</u>	<u>608,921</u>	<u>712,160</u>	<u>732,645</u>
62010	Communications	11,104	11,708	2,990	8,990
62120	Training, Transportation, Meeting	0	0	1,000	1,000
62300	Contractual Services-Professional	21,496	19,781	23,970	21,970
62310	Janitorial & Housekeeping	510	0	0	0
	SUBTOTAL CONTRACTUAL	<u>33,109</u>	<u>31,489</u>	<u>27,960</u>	<u>31,960</u>
63001	Misc Office Expenses	16,222	5,940	16,770	12,770
	SUBTOTAL COMMODITIES	<u>16,222</u>	<u>5,940</u>	<u>16,770</u>	<u>12,770</u>
65010	Rental City Equipment	69,970	69,970	84,390	88,730
	SUBTOTAL FIXED CHARGES	<u>69,970</u>	<u>69,970</u>	<u>84,390</u>	<u>88,730</u>
	TOTAL	<u><u>551,698</u></u>	<u><u>716,320</u></u>	<u><u>841,280</u></u>	<u><u>866,105</u></u>

Class Code	AUTHORIZED PERSONNEL	ADOPTED FY 10-11		APPROVED FY 11-12	
		Full Time	Part Time	Full Time	Part Time
4860	Park Maintenance Aide	1.00		1.00	
9300	Park Maintenance Assistant		15.00		19.00
7475	PT Supervising Park Ranger		3.00		3.00
3615	PT Park Ranger		7.00		7.00
	TOTAL	<u>1.00</u>	<u>25.00</u>	<u>1.00</u>	<u>29.00</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 09-10 & FY 10-11				
<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) 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) Installed a Mediterranean drought tolerant garden at the City's Corporation Yard; and, installed a Mediterranean drought tolerant garden at Portola Park. * Park Restroom Custodial Agreement – Continued overseeing maintenance contracts to improve custodial maintenance in our park restrooms. * Issued RFP and selected new landscape maintenance contractors * Revised our landscape maintenance specification to improve efficiencies and save money 				
Action Plan for FY 2011-12				
<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 * Landscape-Grounds Agreement –Continue overseeing landscape-grounds maintenance agreement in Districts 1-4, District A, and also the Santa Ana Zoo at Prentice Park. * Park Restroom Custodial Agreement – Continue overseeing maintenance contracts to improve custodial maintenance in our park restrooms. 				
PERFORMANCE MEASURES	Actual	Actual	Estimated	Objective
	FY 08-09	FY 09-10	FY 10-11	FY 11-12
Service Level				
# landscape acres maintained	364	364	364	364
# of days providing landscape maintenance	365	365	365	365
# of days providing custodial maintenance	365	365	365	365
# of days maintaining the synthetic turf @DYSC	260	260	260	260

GENERAL FUND

PARKS, RECREATION & COMMUNITY SERVICES		ACCOUNT UNIT			
Park Services		0113250			
Object Code	LINE ITEM RESOURCES	ACTUAL FY 08-09	ACTUAL FY 09-10	ADOPTED FY 10-11	APPROVED FY 11-12
61000	Salaries Regular	1,417,765	782,373	620,690	614,740
61020	Salaries Part-Time	371,016	374,855	212,690	219,070
61040	Salaries Overtime	45,567	31,815	3,675	3,675
61100	Retirement-Employer Contributor	69,446	53,940	52,140	63,770
61110	Part-Time Retirement	0	10,818	7,975	8,215
61120	Medicare Insurance	19,256	13,039	7,995	8,100
61130	Health Insurance	239,423	116,341	103,165	110,305
61170	Retiree Health Benefits	17,443	10,355	10,860	6,145
61180	Worker Compensation Insurance	208,142	139,604	103,375	103,435
	SUBTOTAL PERSONNEL	2,388,058	1,533,141	1,122,565	1,137,455
62000	Utilities	472,208	605,048	769,350	769,350
62010	Communications	47,849	32,712	21,790	21,790
62120	Training, Transportation, Meeting	809	947	1,000	1,000
62140	Membership, Subscription And Dues	33,538	330	10,900	0
62251	Other Agency Services	0	37,656	0	0
62300	Contractual Services-Professional	1,545,500	1,832,280	0	0
62320	M & R Bldgs & Ground	600	5,336	2,035,480	2,046,380
62322	M & R Machinery & Equipment	122	2,152	0	0
62600	Parking Validation	0	646	0	0
	SUBTOTAL CONTRACTUAL	2,100,626	2,517,105	2,838,520	2,838,520
63001	Mics Office Expenses	249,569	173,292	0	0
63200	OP M&S Buildings & Grounds	0	7,328	34,135	139,135
	SUBTOTAL COMMODITIES	249,569	180,619	34,135	139,135
65010	Rental City Equipment	465,515	217,890	251,735	224,615
65020	City Yard Rental	94,685	92,295	92,295	92,295
65100	Insurance Charges	236,105	236,105	236,105	236,105
	SUBTOTAL FIXED CHARGES	796,305	546,290	580,135	553,015
66510	Computer Software	0	0	0	0
	SUBTOTAL CAPITAL	0	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	5,585,636	4,828,234	4,626,455	4,719,225

Class Code	AUTHORIZED PERSONNEL	ADOPTED FY 10-11		APPROVED FY 11-12	
		Full Time	Part Time	Full Time	Part Time
4180	General Maintenance Worker	5.00		5.00	
6330	Senior Park Maintenance Supervisor	1.00		1.00	
4105	Park Maintenance Inspector I	2.00		2.00	
4106	Park Maintenance Inspector II	1.00		1.00	
4190	General Maintenance Leader (PT)		1.00		1.00
9230	Maintenance Aide II		2.00		1.00
9300	Park Maintenance Assistant		16.00		17.00
9260	Senior Maintenance Worker		6.00		4.00
	TOTAL	9.00	25.00	9.00	23.00

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 09-10 & FY 10-11				
<p>* Partnered with Finance and Management Services, Building Maintenance Division to maintain quality recreational facilities for the community.</p>				
Action Plan for FY 2011-12				
<p>* Continue to communicate closely with Finance and Management Services, Building Maintenance Division to improve the maintenance of agency facilities.</p>				
PERFORMANCE MEASURES	Actual	Actual	Estimated	Objective
	FY 08-09	FY 09-10	FY 10-11	FY 11-12
Service Level				
# of senior centers maintained	2	2	2	2
# of recreation centers maintained	7	7	7	7
# of libraries maintained	2	2	2	2

GENERAL FUND

PARKS, RECREATION & COMMUNITY SERVICES		ACCOUNT UNIT			
Park Building Services		01113260			
Object Code	LINE ITEM RESOURCES	ACTUAL FY 08-09	ACTUAL FY 09-10	ADOPTED FY 10-11	APPROVED FY 11-12
61000	Salaries Regular	0	0	0	0
61040	Salaries Overtime	0	673	0	0
61100	Retirement-Employer Contribution	0	0	0	0
61130	Health Insurance	0	0	0	0
61170	Retiree Health Benefits	0	0	0	0
61180	Worker Compensation Insurance	0	0	0	0
	SUBTOTAL PERSONNEL	0	673	0	0
62300	Contractual Services-Professional	60,374	23,275	0	0
62320	M & R Bldgs & Ground	0		117,645	117,645
	SUBTOTAL CONTRACTUAL	60,374	23,275	117,645	117,645
63001	Mics Office Expenses	7,321	1,347	0	0
63200	OP M&S Buildings & Grounds	0	0	5,150	5,150
	SUBTOTAL COMMODITIES	7,321	1,347	5,150	5,150
65000	Building Rental	221,370	272,748	583,550	583,550
	SUBTOTAL FIXED CHARGES	221,370	272,748	583,550	583,550
66220	Imp Other Than Bld	17,738	0	0	0
	SUBTOTAL CAPITAL	17,738	0	0	0
	TOTAL	306,803	298,043	706,345	706,345
Class Code	AUTHORIZED PERSONNEL	ADOPTED FY 10-11		APPROVED FY 11-12	
		Full Time	Part Time	Full Time	Part Time
	TOTAL	0.00		0.00	

**GENERAL FUND
DEPARTMENT RESOURCE SUMMARY**

POLICE DEPARTMENT

ACTIVITIES		ACTUAL FY 08-09	ACTUAL FY 09-10	ADOPTED FY 10-11	APPROVED FY 11-12
01114400	Office of the Chief of Police	1,291,144	777,868	815,905	897,790
01114402	Human Resources	1,547,148	1,322,160	1,153,730	1,319,095
01114405	Traffic	8,716,851	8,474,747	7,762,390	8,316,060
01114410	Training Services	1,943,405	1,992,637	1,643,990	1,739,775
01114415	Professional Standards	1,127,237	1,139,450	941,640	1,038,675
01114420	Field Operations	41,488,902	38,396,198	33,798,045	35,323,300
01114425	Information Systems	1,601,595	1,519,867	1,448,440	1,169,935
01114430	Animal Services	934,262	1,554,276	1,034,140	1,077,965
01114435	District Investigations	4,131,070	6,636,442	6,291,785	7,210,630
01114440	Crimes Against Persons	9,496,561	6,902,953	6,356,625	7,427,670
01114445	Special Investigations	4,996,725	5,012,107	4,541,135	5,351,290
01114450	Property & Evidence	1,881,042	1,729,192	1,778,625	1,993,710
01114455	Forensic Services	2,202,543	2,225,723	2,148,605	2,362,605
01114460	Records Services	2,591,944	2,282,682	1,733,430	1,932,495
01114465	Communications	4,235,038	4,232,101	4,134,875	4,715,905
01114470	Vice	649,119	730,610	942,600	1,037,710
01114401	Fiscal & Budget	490,437	553,581	458,515	482,645
01114475	Jail Operations	14,857,357	15,593,252	14,355,380	16,019,895
01114403	Building & Facility	3,787,989	3,170,939	3,373,305	3,373,305
01114480	Regional Narcotic Suppression Program	1,158,123	1,169,470	951,630	1,118,275
01114485	Homeland Security & Crime Preventior	861,404	702,654	423,995	485,910
01114490	Tobacco Retail License Program	117,177	110,672	175,225	200,000
	TOTAL	<u>110,107,072</u>	<u>106,229,582</u>	<u>96,264,010</u>	<u>104,594,640</u>
OPERATING EXPENSE		ACTUAL FY 08-09	ACTUAL FY 09-10	ADOPTED FY 10-11	APPROVED FY 11-12
61000	Personnel	90,274,801	86,619,452	77,021,735	85,352,365
62000	Contractual	10,013,980	10,279,478	9,806,450	9,806,445
63000	Commodities	1,361,595	1,225,450	1,544,875	1,544,875
65000	Fixed Charges	8,294,616	7,804,943	7,777,890	7,777,890
66000	Capital	100,366	238,545	0	0
67000	Debt Service	61,714	61,714	113,060	113,065
	TOTAL	<u>110,107,072</u>	<u>106,229,582</u>	<u>96,264,010</u>	<u>104,594,640</u>
Police Building Debt Service is reflected in the Non-Departmental budget as of FY10-11.					
Class Code	AUTHORIZED PERSONNEL	ADOPTED FY 10-11		APPROVED FY 11-12	
		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	317.50		317.50	
3230	Jail Administrator	1.00		1.00	
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	4.00		4.00	
1050	Security Electronics Technician	1.00		1.00	

**GENERAL FUND
DEPARTMENT RESOURCE SUMMARY**

POLICE DEPARTMENT

Class Code	AUTHORIZED PERSONNEL	ADOPTED FY 10-11		APPROVED FY 11-12	
		Full Time	Part Time	Full Time	Part Time
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	13.00		13.00	
0370	Correctional Supervisor	12.00		11.90	
1060	Systems Technician-WNT	1.00		1.00	
2939	Principal Management Analyst	0.90		0.90	
0310	Correctional Officer	84.00		84.00	
7628	Lead Correctional Records Specialist	4.00		4.00	
7650	Senior Correctional Records Specialist	9.00		9.00	
0990	Senior Systems Administrator	1.00		1.00	
5330	PAAL Assistant Director	0.00		1.00	
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	
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	12.00		12.00	
7360	Senior Office Specialist	1.00		1.00	
6320	Video Technician	1.00		1.00	
3820	Rangemaster	1.00		1.00	
1620	Deputy City Attorney II	0.50		0.50	
	TOTAL GENERAL FUND	<u>648.65</u>	<u>0.00</u>	<u>649.55</u>	<u>0.00</u>
	SPECIAL REVENUE				
07414400	Civic Center Security	8.00		8.00	
02014405	Traffic Offender Program	1.50		1.50	
	TOTAL SPECIAL REVENUE	<u>9.50</u>		<u>9.50</u>	
	TOTAL NON-GRANT POSITIONS	<u>658.15</u>	<u>0.00</u>	<u>659.05</u>	<u>0.00</u>
	GRANT FUNDED POSITIONS				
02314475	Inmate Welfare Fund	1.60		1.70	
02614-Var	Criminal Activity Fund - General	5.00		4.00	
12514-Var	UASI Grant	6.75		6.75	
	TOTAL GRANT FUNDED	<u>13.35</u>	<u>0.00</u>	<u>12.45</u>	<u>0.00</u>
	TOTAL ALL FUNDING SOURCES	<u>671.50</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 08-09	ACTUAL FY 09-10	ADOPTED FY 10-11	APPROVED FY 11-12
61000	Salaries Regular	763,867	455,562	445,795	467,630
61010	Salaries Retirement	986	25	15,605	15,605
61040	Salaries Overtime	21,975	5,101	0	51,365
61100	Retirement-Employer Contrib.	130,510	85,132	100,915	108,735
61110	Part-Time Retirement	0	0	0	585
61120	Medicare Insurance	8,249	4,746	6,465	6,640
61130	Health Insurance	75,264	44,838	48,005	47,505
61170	Retiree Health Benefits	8,180	1,896	6,445	6,110
61180	Worker Compensation Insurance	<u>55,212</u>	<u>35,578</u>	<u>31,775</u>	<u>32,715</u>
	SUBTOTAL PERSONNEL	1,064,244	632,878	655,005	736,890
62120	Training, Transpo, Meeting	12,644	13,021	16,470	16,470
62140	Membership, Subscription, and Dues	2,438	4,184	6,500	6,500
62300	Contract Svcs-Professional	183,001	90,725	97,930	85,430
62600	Parking Validation	<u>0</u>	<u>18,470</u>	<u>0</u>	<u>12,500</u>
	SUBTOTAL CONTRACTUAL	198,084	126,400	120,900	120,900
63001	Misc. Office Expenses	<u>28,816</u>	<u>18,591</u>	<u>40,000</u>	<u>40,000</u>
	SUBTOTAL COMMODITIES	28,816	18,591	40,000	40,000
	TOTAL	<u>1,291,144</u>	<u>777,868</u>	<u>815,905</u>	<u>897,790</u>

Class Code	AUTHORIZED PERSONNEL	ADOPTED FY 10-11		APPROVED FY 11-12	
		Full Time	Part Time	Full Time	Part Time
3390	Police Chief	1.00		1.00	
3300	Police Sergeant	1.00		1.00	
0140	Secretary to the Police Chief	<u>1.00</u>		<u>1.00</u>	
	TOTAL	<u>3.00</u>	<u>0.00</u>	<u>3.00</u>	<u>0.00</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 08-09	ACTUAL FY 09-10	ADOPTED FY 10-11	APPROVED FY 11-12	
61000	Salaries Regular	384,869	429,756	343,330	362,150	
61020	Salaries Part-Time	3,151	374	0	0	
61040	Salaries Overtime	2,282	11,069	0	2,000	
61100	Retirement-Employer Contrib.	22,632	29,021	28,840	40,200	
61120	Medicare Insurance	5,543	5,284	4,980	6,370	
61130	Health Insurance	59,920	65,547	64,000	55,950	
61170	Retiree Health Benefits	5,293	5,442	6,010	4,040	
61180	Worker Compensation Insurance	4,054	4,602	3,570	4,150	
	SUBTOTAL PERSONNEL	<u>487,744</u>	<u>551,095</u>	<u>450,730</u>	<u>474,860</u>	
62010	Communications	0	0	0	0	
62120	Training, Transpo, Meeting	0	10	665	665	
62140	Membership, Subscription, and Dues	0	0	0	0	
62300	Contract Svcs-Professional	1,157	641	0	0	
	SUBTOTAL CONTRACTUAL	<u>1,157</u>	<u>651</u>	<u>665</u>	<u>665</u>	
63001	Misc. Office Expenses	1,536	1,835	7,120	7,120	
	SUBTOTAL COMMODITIES	<u>1,536</u>	<u>1,835</u>	<u>7,120</u>	<u>7,120</u>	
	TOTAL	<u><u>490,437</u></u>	<u><u>553,581</u></u>	<u><u>458,515</u></u>	<u><u>482,645</u></u>	
Class Code	AUTHORIZED PERSONNEL	ADOPTED FY 10-11		APPROVED FY 11-12		
		Full Time	Part Time	Full Time	Part Time	
0151	Principal Management Analyst	0.65		0.65		
6295	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	0.00		0.00		
7360	Senior Office Specialist	0.00		0.00		
	TOTAL	<u><u>4.65</u></u>	<u><u>0.00</u></u>	<u><u>4.65</u></u>	<u><u>0.00</u></u>	

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 2009-10 & FY 2010-11				
<ul style="list-style-type: none"> * Hired (4) Police Reserve Officers * Increased ratio of female officers to 9% * Restructured placement of police employees based on staffing priorities * Hired (2) part time Background Investigators 				
Action Plan for FY 2011-12				
<ul style="list-style-type: none"> * Continue recruitment of Reserve Police Officers * Continue to recruit female police officers in order to maintain an 8% minimum ratio * Initiate a Police Cadet recruitment * Research alternatives for the current promotability component for supervisor and management testing 				
PERFORMANCE MEASURES	Actual	Actual	Estimated	Objective
	FY 08-09	FY 09-10	FY 10-11	FY 11-12
Service Level				
# of applicants tested	1,063	350	575	400
# of applicants sworn	291	341	325	300
# of applicants civilian	772	9	250	100
# of backgrounds completed	155	155	145	120
# of recruitment events attended	35	10	5	5
Efficiency				
# of hours to complete a background investigation (average of actual time)	40	40	40	40
Effectiveness				
# of sworn positions filled	95%	98%	94%	100%
# of civilian positions filled	92%	100%	100%	100%

GENERAL FUND

POLICE DEPARTMENT		FUND 11			
Human Resources		Activity 402			
Object Code	LINE ITEM RESOURCES	ACTUAL FY 08-09	ACTUAL FY 09-10	ADOPTED FY 10-11	APPROVED FY 11-12
61000	Salaries Regular	954,294	825,816	684,380	762,530
61020	Salaries Part-Time	73,920	71,152	36,195	36,195
61040	Salaries Overtime	32,686	19,802	0	45,350
61100	Retirement-Employer Contrib.	193,891	147,132	136,565	156,890
61110	Part-time Retirement	0	630	0	2,590
61120	Medicare Insurance	12,835	11,084	9,925	12,190
61130	Health Insurance	100,868	95,837	85,290	97,500
61170	Retiree Health Benefits	9,380	7,854	6,350	7,875
61180	Worker Compensation Insurance	<u>72,973</u>	<u>64,008</u>	<u>42,465</u>	<u>45,415</u>
	SUBTOTAL PERSONNEL	1,450,847	1,243,314	1,001,170	1,166,535
62120	Training, Transpo, Meeting	7,272	4,572	15,000	15,000
62122	Travel for Investigation	0	10	5,000	5,000
62200	Advertising	0	0	2,400	2,400
62140	Membership, Subscription, and Dues	6,777	5,727	8,500	8,500
62300	Contract Svcs-Professional	<u>44,822</u>	<u>38,821</u>	<u>75,000</u>	<u>75,000</u>
	SUBTOTAL CONTRACTUAL	58,871	49,130	105,900	105,900
63001	Misc. Office Expenses	<u>9,701</u>	<u>3,056</u>	<u>20,000</u>	<u>20,000</u>
	SUBTOTAL COMMODITIES	9,701	3,056	20,000	20,000
65010	Rental City Equipment	<u>27,729</u>	<u>26,660</u>	<u>26,660</u>	<u>26,660</u>
	SUBTOTAL FIXED CHARGES	27,729	26,660	26,660	26,660
	TOTAL	<u>1,547,148</u>	<u>1,322,160</u>	<u>1,153,730</u>	<u>1,319,095</u>

Class Code	AUTHORIZED PERSONNEL	ADOPTED FY 10-11		APPROVED FY 11-12	
		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	1.00		0.00	
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>8.00</u>	<u>0.00</u>	<u>7.00</u>	<u>0.00</u>

GENERAL FUND

POLICE DEPARTMENT Building & Facility	PROGRAM 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 2009-10 & 2010-11				
<ul style="list-style-type: none"> * Replaced 2 natural gas burners in the police facility to meet AQMD requirements * Trained all building maintenance staff on pneumatic door repair for Jail doors * Assisted in creating the new arrest and control room * Assisted in repairing the wall paneling in the Chief's Office * Repaired the cement pavers in front of the police facility * Repaired the cement stairway groves outside the Jail * Sealed the front of the jail regarding vector recommendations * Replaced lighting fixtures in front of the Community Room 				
Action Plan for FY 2011-12				
<ul style="list-style-type: none"> * Replace 2 UPS (Uninterruptible Power Supplies) in the Jail * Complete preventative maintenance of generator control cubicles * Complete preventative maintenance of HVAC variable speed drives * Paint needed areas within the Jail * Re-haul ovens in Jail Kitchen * Repair hot water electronics shut off valves in the Jail * Weather strip windows and repair leaks in both the Police facility and the Jail * Replace dryers in the Jail * Replace fire panel system in the Police Facility and Jail 				
PERFORMANCE MEASURES	Actual	Actual	Estimated	Objective
	FY 08-09	FY 09-10	FY 10-11	FY 11-12
Service Level				
# of building maintenance work orders generated	3,307	2,287	2,000	2,000
# of telecommunication project work orders generated	107	91	77	75
Efficiency				
% of building maintenance work orders completed within 72 hours	60%	64%	65%	66%
% of initial work orders electronically filed within 24 hours by Property & Facilities staff	80%	90%	91%	91%
Effectiveness				
% of outsourced work orders	10%	6%	4%	4%

GENERAL FUND

POLICE DEPARTMENT					FUND	11
Building & Facility					Activity	403
Object Code	LINE ITEM RESOURCES	ACTUAL FY 08-09	ACTUAL FY 09-10	ADOPTED FY 10-11	APPROVED FY 11-12	
62000	Utilities	820,514	783,897	800,900	800,900	
62010	Communication	815,318	713,323	700,000	700,000	
62120	Training Transportation Meeting	0	6	0	0	
62300	Contract Svcs-Professional	1,291,140	914,805	1,199,475	1,199,470	
62320	M&R Bldgs & Grounds	0	863	0	0	
62322	M&R Machinery & Equipment	0	654	0	0	
	SUBTOTAL CONTRACTUAL	2,926,972	2,413,548	2,700,375	2,700,370	
63001	Misc. Office Expenses	107,896	58,372	110,000	110,000	
63200	Operating M&S Bldgs/Grounds	0	4,121	0	0	
	SUBTOTAL COMMODITIES	107,896	62,493	110,000	110,000	
65000	Building Rental	601,220	601,220	501,220	501,220	
	SUBTOTAL FIXED CHARGES	601,220	601,220	501,220	501,220	
66400	Machinery & Equipment	90,187	31,963	0	0	
	SUBTOTAL CAPITAL	90,187	31,963	0	0	
67200	Principal - Capital Lease	61,714	61,714	61,710	61,715	
	SUBTOTAL DEBT SERVICE	61,714	61,714	61,710	61,715	
	TOTAL	<u>3,787,989</u>	<u>3,170,939</u>	<u>3,373,305</u>	<u>3,373,305</u>	

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 2009-10 & FY 2010-11				
<ul style="list-style-type: none"> * Continued working within the guidelines set forth in the OTS DUI grant * Continued to work with Orange County agencies to fulfill the MOU obligations for the OTS AVOID DUI program * Obtained an OTS DUI mini grant to conduct four additional DUI 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 schools * Launched an anti-DUI education and media campaign with CSP 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 collision cases including 2nd degree murder and manslaughter convictions 				
Action Plan for FY 2011-12				
<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 * Solicit bids to refurbish the Department's DUI trailer to update the aging technology 				
PERFORMANCE MEASURES	Actual	Actual	Estimated	Objective
	FY 08-09	FY 09-10	FY 10-11	FY 11-12
<u>Service Level</u>				
# of reported collisions	4,395	3,984	3,926	3,847
# of reported hit & run collisions	1,746	1,324	1,299	1,680
# of traffic violations	26,465	18,955	12,025	15,000
# of DUI arrests	1,089	1,089	1,044	1,100
# of parking violations issued	112,865	90,145	83,000	95,000
<u>Effectiveness</u>				
% change in number of reported collisions *	2% increase	9% decrease	1.5% decrease	2% decrease
# of collisions involving DUI arrests	425	295	293	290
* Percentages are approximate				

GENERAL FUND

POLICE DEPARTMENT		FUND 11			
Traffic		Activity 405			
Object Code	LINE ITEM RESOURCES	ACTUAL FY 08-09	ACTUAL FY 09-10	ADOPTED FY 10-11	APPROVED FY 11-12
61000	Salaries Regular	3,918,614	3,769,996	3,581,840	3,955,580
61020	Salaries Part-Time	56,894	82,426	39,530	39,530
61040	Salaries Overtime	238,748	190,172	0	135,100
61100	Retirement-Employer Contrib.	741,706	700,167	798,440	871,210
61110	Part-time Retirement	0	316	0	420
61120	Medicare Insurance	51,998	49,858	53,385	54,185
61130	Health Insurance	538,363	538,060	574,890	545,945
61170	Retiree Health Benefits	30,487	29,979	30,030	30,085
61180	Worker Compensation Insurance	342,553	318,392	264,340	264,070
	SUBTOTAL PERSONNEL	5,919,361	5,679,366	5,342,455	5,896,125
62120	Training, Transpo, Meeting	16,856	3,874	13,000	13,000
62140	Membership, Subscription, and Dues	0	100	500	500
62300	Contract Svcs-Professional	2,218,290	2,231,976	1,950,200	1,947,200
62322	M&R Machinery & Equipment	0	667	0	0
62600	Parking Validation	0	7,665	0	3,000
	SUBTOTAL CONTRACTUAL	2,235,147	2,244,282	1,963,700	1,963,700
63001	Misc. Office Expenses	44,760	37,246	40,000	40,000
	SUBTOTAL COMMODITIES	44,760	37,246	40,000	40,000
65010	Rental City Equipment	517,582	513,853	416,235	416,235
	SUBTOTAL FIXED CHARGES	517,582	513,853	416,235	416,235
	TOTAL	8,716,851	8,474,747	7,762,390	8,316,060

Class Code	AUTHORIZED PERSONNEL	ADOPTED FY 10-11		APPROVED FY 11-12	
		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	3.50		3.50	
	TOTAL	40.50	0.00	40.50	0.00

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 2009-10 and FY 2010-11				
<ul style="list-style-type: none"> * Created a relationship with UASI in order to host multiple classes * Developed a new perishable skills format reducing the time officers are kept out of the field * Instituted Santa Ana College credits for UASI training courses * Created policy and trained all patrol officers on the 40mm less lethal device * Remodeled training rooms to increase class space and created a new arrest and control center * Created a new range schedule to accommodate Range Master staffing shortages * Received grant funding to continue the Santa Ana Police Athletic and Activities League (SAPAAL) 				
Action Plan for FY 2011-12				
<ul style="list-style-type: none"> * Increase UASI training in order to become the source of all regional training * Update all audio and visual equipment in all classrooms * Remodel and update the range facilities to increase rental revenue * Apply for additional grant funding to support the SAPAAL 				
PERFORMANCE MEASURES	Actual	Actual	Estimated	Objective
	FY 08-09	FY 09-10	FY 10-11	FY 11-12
Service Level				
# of onsite POST training hrs - SAPD Personnel	5,429	7,096	8,580	8,580
# of onsite POST training hrs - Outside Personnel	3,230	3,458	4,784	4,784
# of S.A.P.D. employees attending	759	511	596	596
# of outside agency employees attending	283	262	311	311
# of onsite STC training hrs - SAPD Jail Personnel	3,500	3,291	6,401	6,401
# of onsite Jail employees attending	251	189	530	530
# of video productions produced	15	15	15	15
# of non-POST training hrs - all personnel	6,638	2,990	6,198	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 08-09	ACTUAL FY 09-10	ADOPTED FY 10-11	APPROVED FY 11-12
61000	Salaries Regular	1,072,458	1,044,919	858,740	926,205
61020	Salaries Part-Time	20,130	15,290	11,240	11,240
61040	Salaries Overtime	4,974	2,216	0	20,800
61100	Retirement-Employer Contrib.	189,351	164,139	175,315	176,355
61110	Part-time Retirement	0	288	0	1,605
61120	Medicare Insurance	12,241	12,086	12,450	13,195
61130	Health Insurance	129,367	138,241	122,890	104,130
61170	Retiree Health Benefits	9,362	8,631	7,255	7,460
61180	Worker Compensation Insurance	87,250	81,127	42,465	65,150
	SUBTOTAL PERSONNEL	1,525,134	1,466,936	1,230,355	1,326,140
62010	Communications	0	40	0	0
62120	Training, Transpo, Meeting	13,484	38,952	26,350	26,350
62130	Tuition Reimbursement	21,180	20,436	40,000	34,500
62140	Membership, Subscription, and Dues	230	2,315	1,200	1,200
62300	Contract Svcs-Professional	153,409	170,490	50,100	50,100
62322	M&R Machinery & Equip	0	2,302	0	0
62600	Parking Validation	0	0	0	5,500
	SUBTOTAL CONTRACTUAL	188,303	234,535	117,650	117,650
63001	Misc. Office Expenses	133,460	246,291	201,610	201,610
	SUBTOTAL COMMODITIES	133,460	246,291	201,610	201,610
65000	Building Rental	51,350	0	0	0
65010	Rental City Equipment	44,875	44,875	43,025	43,025
	SUBTOTAL FIXED CHARGES	96,225	44,875	43,025	43,025
66510	Computer Software	283	0	0	0
	SUBTOTAL CAPITAL	283	0	0	0
67200	Principal - Capital Lease	0	0	51,350	51,350
	SUBTOTAL DEBT SERVICE	0	0	51,350	51,350
	TOTAL	1,943,405	1,992,637	1,643,990	1,739,775

Class Code	AUTHORIZED PERSONNEL	ADOPTED FY 10-11		APPROVED FY 11-12	
		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	3.00		3.00	
3820	Rangemaster	1.00		1.00	
0370	Correctional Supervisor	1.00		1.00	
5330	PAAL Assistant Director	0.00		1.00	
6320	Video Technician	1.00		1.00	
	TOTAL	9.00	0.00	10.00	0.00

GENERAL FUND

POLICE DEPARTMENT		PROGRAM		
Professional Standards		011-415		
Statement of Purpose				
<i>A Professional Standards Division committed to the preservation of organizational integrity, community confidence, individual responsibility and professional development.</i>				
Accomplishments in FY 2009-10 & FY 2010-11				
<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. * Review of use of force incidents was completed to identify potential liability or training issues 				
Action Plan for FY 2011-12				
<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 08-09	FY 09-10	FY 10-11	FY 11-12
Service Level				
# of IA investigations completed in 90 days	70%	70%	70%	70%
# of audits	7	5	4	4
# of supervisors trained	185	35	28	15
# of Pitchess Motions	55	60	55	60
# of Civil Claims	60	53	30	25

GENERAL FUND

POLICE DEPARTMENT		FUND 11			
Professional Standards		Activity 415			
Object Code	LINE ITEM RESOURCES	ACTUAL FY 08-09	ACTUAL FY 09-10	ADOPTED FY 10-11	APPROVED FY 11-12
61000	Salaries Regular	743,912	754,905	608,985	667,340
61020	Salaries Part-time	33,245	33,222	35,000	35,000
61040	Salaries Overtime	23,801	41,640	0	19,950
61100	Retirement-Employer Contrib.	147,158	131,786	131,110	144,435
61110	Part-Time Retirement	0	1,024	0	1,295
61120	Medicare Insurance	10,099	10,216	8,830	9,535
61130	Health Insurance	70,188	78,368	83,690	82,890
61170	Retiree Health Benefits	6,162	5,434	5,220	5,350
61180	Worker Compensation Insurance	67,365	59,204	40,280	44,355
	SUBTOTAL PERSONNEL	1,101,929	1,115,800	913,115	1,010,150
62120	Training, Transpo, Meeting	4,118	1,319	6,260	6,260
62140	Membership, Subscription and Dues	123	100	2,000	2,000
62300	Contract Svcs-Professional	5,869	4,517	4,000	4,000
	SUBTOTAL CONTRACTUAL	10,110	5,936	12,260	12,260
63001	Misc. Office Expenses	2,218	2,580	9,900	9,900
63100	Uniforms & Tools	0	325	0	0
	SUBTOTAL COMMODITIES	2,218	2,905	9,900	9,900
65010	Rental City Equipment	12,980	14,810	6,365	6,365
	SUBTOTAL FIXED CHARGES	12,980	14,810	6,365	6,365
	TOTAL	1,127,237	1,139,450	941,640	1,038,675
Class Code	AUTHORIZED PERSONNEL	ADOPTED FY 10-11		APPROVED FY 11-12	
		Full Time	Part Time	Full Time	Part Time
3300	Police Sergeant	3.00		3.00	
3200	Police Officer	2.00		2.00	
7310	Sr Legal Secretary	1.00		1.00	
1620	Deputy City Attorney II	0.50		0.50	
	TOTAL	6.50	0.00	6.50	0.00

GENERAL FUND

POLICE DEPARTMENT		PROGRAM		
Field Operations		011-420		
Statement of Purpose				
<i>To provide effective police services to the community using a community-oriented policing approach.</i>				
Accomplishments in FY 2009-10 & FY 2010-11				
<ul style="list-style-type: none"> * Implemented electronic dissemination of roll call information * Completed the assessment phase and began the response phase of Bishop Manor POP Project * Successfully managed weekend and holiday cruising activities along the Bristol Street corridor * Facilitated increased communications among neighborhood associations * Expanded "Kidsworks" Community Outreach Center to the Townsend Street POP Project * Managed first amendment protest activities throughout the City * Continued support of Traffic Bureau S.T.E.P. Grant through the Office of Traffic Safety * Provided succession/career development training to commanders through advanced management courses 				
Action Plan for FY 2011-12				
<ul style="list-style-type: none"> * Implement electronic community complaint tracking system * Implement integrated electronic log entry tracking system * Complete Response Phase of the Bishop Manor POP Project * Further integrate community outreach efforts through social media * Ensure active participation in the Traffic Enforcement Grants; DUI enforcement * Provide succession/career development training to commanders through advanced management/leadership courses * Continue to reduce staffing issues 				
PERFORMANCE MEASURES	Actual FY 08-09	Actual FY 09-10	Estimated FY 10-11	Objective FY 11-12
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 08-09	ACTUAL FY 09-10	ADOPTED FY 10-11	APPROVED FY 11-12
61000	Salaries Regular	21,843,783	20,724,829	17,198,135	18,754,095
61010	Salaries Retirement	916,690	765,594	650,000	650,000
61020	Salaries Part-time	64,501	54,781	59,040	59,040
61040	Salaries Overtime	1,902,327	1,527,041	0	733,975
61100	Retirement-Employer Contrib.	4,581,661	4,144,537	4,721,230	4,445,120
61110	Part-time Retirement	0	869	0	1,245
61120	Medicare Insurance	277,882	272,300	274,345	251,350
61130	Health Insurance	2,763,158	2,785,603	2,767,825	2,445,215
61170	Retiree Health Benefits	160,341	170,822	141,905	134,820
61180	Worker Compensation Insurance	1,963,033	1,813,863	1,523,905	1,386,780
	SUBTOTAL PERSONNEL	34,473,376	32,260,240	27,336,385	28,861,640
62000	Utilities	3,328	3,484	4,000	4,000
62010	Communications	9,378	9,232	6,780	6,780
62120	Training, Transpo, Meeting	43,672	34,073	40,050	40,050
62140	Membership, Subscription, and Dues	3,232	1,157	1,200	1,200
62300	Contract Svcs-Professional	513,374	250,580	288,880	287,680
62600	Parking Validation	0	4,060	0	1,200
	SUBTOTAL CONTRACTUAL	572,984	302,586	340,910	340,910
63001	Misc. Office Expenses	35,936	25,426	20,000	20,000
	SUBTOTAL COMMODITIES	35,936	25,426	20,000	20,000
65010	Rental City Equipment	2,038,805	1,439,745	1,732,950	1,732,950
65100	Insurance Charges	4,360,660	4,360,660	4,360,660	4,360,660
65000	Building Rental	7,140	7,140	7,140	7,140
	SUBTOTAL FIXED CHARGES	6,406,605	5,807,545	6,100,750	6,100,750
66400	Machinery & Equipment	0	401	0	0
		0	401	0	0
	TOTAL	41,488,902	38,396,198	33,798,045	35,323,300

Class Code	AUTHORIZED PERSONNEL	ADOPTED FY 10-11		APPROVED FY 11-12	
		Full Time	Part Time	Full Time	Part Time
3360	Police Captain	1.00		1.00	
3350	Police Lieutenant	6.00		6.75	
3300	Police Sergeant	24.00		25.00	
3200	Police Officer	188.00		190.00	
3990	Crime Analyst	0.00		1.00	
3800	Police Service Officer	5.00		5.00	
7330	Senior Office Assistant	1.00		1.00	
	TOTAL	225.00	0.00	229.75	0.00
	.25 Lieutenant to UASI				

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) * Convert the Mobile Data Computers in Patrol to Verizon Wireless * Install a new law library computer system in the Jail * Finish converting desktop computers to Windows 7 				
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. * Integrate different computer systems to increase efficiencies 				
PERFORMANCE MEASURES	Actual	Actual	Estimated	Objective
	FY 08-09	FY 09-10	FY 10-11	FY 11-12
Service Level % of 24-hour computer services & support	92%	94%	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 08-09	ACTUAL FY 09-10	ADOPTED FY 10-11	APPROVED FY 11-12	
61000	Salaries Regular	887,351	733,494	716,900	470,055	
61020	Salaries Part-Time	0	6,787	0	0	
61040	Salaries Overtime	11,562	571	0	30,675	
61100	Retirement-Employer Contrib.	66,323	80,930	96,725	65,355	
61110	Part-time Retirement	0	254	0	0	
61120	Medicare Insurance	7,174	5,005	10,395	6,415	
61130	Health Insurance	92,452	90,685	69,760	57,060	
61170	Retiree Health Benefits	11,877	7,126	7,705	3,900	
61180	Worker Compensation Insurance	23,835	25,514	24,410	13,930	
	SUBTOTAL PERSONNEL	1,100,573	950,366	925,895	647,390	
62120	Training, Transpo, Meeting	990	4,025	4,910	4,910	
62140	Membership, Subscription, and Dues	0	0	1,000	1,000	
62300	Contract Svcs-Professional	466,404	519,982	478,020	478,020	
62322	M&R Machinery & Equipment	0	5,673	0	0	
	SUBTOTAL CONTRACTUAL	467,394	529,681	483,930	483,930	
63001	Misc. Office Expenses	9,317	8,325	14,700	14,700	
	SUBTOTAL COMMODITIES	9,317	8,325	14,700	14,700	
65010	Rental City Equipment	17,440	28,500	23,915	23,915	
	SUBTOTAL FIXED CHARGES	17,440	28,500	23,915	23,915	
66510	Computer Software	6,872	2,995	0	0	
	SUBTOTAL CAPITAL	6,872	2,995	0	0	
	TOTAL	1,601,595	1,519,867	1,448,440	1,169,935	

Class Code	AUTHORIZED PERSONNEL	ADOPTED FY 10-11		APPROVED FY 11-12	
		Full Time	Part Time	Full Time	Part Time
3350	Police Lieutenant	0.75		0.00	
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	3.00		0.00	
1060	Systems Technician-WNT	1.00		1.00	
0020	Micro Systems Technician	1.00		1.00	
		11.75	0.00	8.00	0.00

GENERAL FUND

POLICE DEPARTMENT	PROGRAM			
Animal Services	011-430			
Statement of Purpose				
<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>				
Accomplishments in FY 2009-10 & FY 2010-11				
<ul style="list-style-type: none"> * Roll call training given, SWAT cross train for Chemical Capture, asst'd search/warrants 6 in 09-10 & 5 in 10-11 * New training bulletin, training and implementation of chemical capture long range rifle * Set up storage facility at PD for "critical incidents" such as animal hoarding. * Pet Amigos presented @ 10 schools in 09-10 and 4 schools so far in 10-11. * Amended Chapter 5 of the SAMC, conducted Pet Store inspections for State & local compliance * SAFA in cooperation with Animal Services provided low cost spay/neuter vouchers for 336 animals of SA residents. License fee collected were \$17,559 in 2009-10 & \$39,991 in 2010-11. * Participated in National Night Out, Townsend Celebration, ASPCA, & Pio Pico, Floral Park and Heninger neighborhood Association meetings. 				
Action Plan for FY 2011-12				
<ul style="list-style-type: none"> * Continue spay/neuter voucher program with SAFA to reduce # of animals entering the shelter and costs. * Continue to monitor/update Chapter 5 of SAMC * Continue the Pet Amigos with John Reed implemented through the after schools program * Continue yearly pet store inspections * Continue cross training, roll call training and search warrants assists. * Continue community outreach thru HOA meetings and other City sponsored events. 				
PERFORMANCE MEASURES	Actual	Actual	Estimated	Objective
	FY 08-09	FY 09-10	FY 10-11	FY 11-12
Service Level				
# of service calls handled	8,535	8,100	8,770	9,000
# of enforcement actions taken	370	538	550	650
# of animal impounds	4,437	3,446	4,450	4,800
# of animals adopted/rescued	2,050	1,829	1,987	2,000
# of educational presentations given	82	40	12	10
# of spay/neuter events held	0	4	1	5
# of telephone calls handled	9,740	9,524	9,510	9,600

GENERAL FUND

POLICE DEPARTMENT		FUND 11			
Animal Services		Activity 430			
Object Code	LINE ITEM RESOURCES	ACTUAL FY 08-09	ACTUAL FY 09-10	ADOPTED FY 10-11	APPROVED FY 11-12
61000	Salaries Regular	254,202	266,661	265,335	290,925
61020	Salaries Part-Time	87,156	107,135	4,415	4,415
61040	Salaries Overtime	55,917	7,589	0	4,055
61100	Retirement-Employer Contrib.	14,749	17,963	22,455	32,135
61110	Part-Time Retirement	0	2,503	0	2,060
61120	Medicare Insurance	5,640	5,500	3,845	4,760
61130	Health Insurance	46,268	49,371	53,995	53,130
61170	Retiree Health Benefits	2,146	2,299	2,500	2,175
61180	Worker Compensation Insurance	38,307	34,163	29,940	32,655
	SUBTOTAL PERSONNEL	504,386	493,184	382,485	426,310
62120	Training, Transpo, Meeting	258	173	600	600
62140	Membership, Subscription, and Dues	269	150	200	200
62300	Contract Svcs-Professional	368,494	1,006,253	591,670	591,670
	SUBTOTAL CONTRACTUAL	369,021	1,006,576	592,470	592,470
63001	Misc. Office Expenses	7,530	4,606	9,275	9,275
	SUBTOTAL COMMODITIES	7,530	4,606	9,275	9,275
65010	Rental City Equipment	53,325	49,910	49,910	49,910
	SUBTOTAL FIXED CHARGES	53,325	49,910	49,910	49,910
	TOTAL	934,262	1,554,276	1,034,140	1,077,965

Class Code	AUTHORIZED PERSONNEL	ADOPTED FY 10-11		APPROVED FY 11-12	
		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	1.00		1.00	
		<u>4.00</u>	<u>0.00</u>	<u>4.00</u>	<u>0.00</u>

GENERAL FUND

POLICE DEPARTMENT	PROGRAM			
District Investigations	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 2009-10 & FY 2010-11				
<ul style="list-style-type: none"> * Conducted special operations targeting recycling centers * Implemented monthly Sex Registrant Verification Program * Continued with building relationships with business enterprises * Evaluated current ECU reports and made necessary recommendations to improve report writing * Implemented cost-cutting measures to reduce court overtime expense, saved over \$625,000 * Implemented Monthly DV-Arrest enforcement program 				
Action Plan for FY 2011-12				
<ul style="list-style-type: none"> * Addressing auto thefts by implementing use of updated technology * Ensure recycling compliance regulations * Integrate Crime Analysis with Robbery investigations * Provide ID Theft and Mortgage fraud prevention and investigation training to the public and law enforcement personnel * Implement electronic filing with the DA's office * Research GPS and phone toll intelligence technology to assist with robbery investigations * Work with CSP and have an advocate assigned to the department full time 				
PERFORMANCE MEASURES	Actual	Actual	Estimated	Objective
	FY 08-09	FY 09-10	FY 10-11	FY 11-12
Service Level				
# of cases presented to D.A. by Prosecution Unit	8,884	8,884	7,120	7500
# of business/community meetings	N/A	7,553	3	5
# of education/community awareness presentations	4	6	6	10
Efficiency				
# of cases refused by the District Atty's Office	686	645	719	650
# of Special Enforcement operations	6	20	30	35
Avg. monthly Arrest by Detectives	6	6	4	5
Effectiveness				
% rate of criminal filings	92%	93%	94%	97%
% of assigned cases-victims called within 48 hrs	N/A	N/A	25%	75%
# of arrest by Detectives during Special Enforcement Operations	N/A	25	30	35
# of officers participating in IDSP	NA	9	0	0

GENERAL FUND

POLICE DEPARTMENT		FUND 11			
District Investigations		Activity 435			
Object Code	LINE ITEM RESOURCES	ACTUAL FY 08-09	ACTUAL FY 09-10	ADOPTED FY 10-11	APPROVED FY 11-12
61000	Salaries Regular	2,734,317	4,469,072	4,126,665	4,829,260
61020	Salaries Part-time	76,239	89,609	79,240	79,240
61040	Salaries Overtime	66,187	105,175	0	90,720
61100	Retirement-employer Contrib.	504,959	796,178	945,495	1,033,770
61110	Part-time Retirement	0	2,271	0	3,705
61120	Medicare Insurance	36,867	57,747	61,285	65,880
61130	Health Insurance	356,712	608,079	610,105	627,685
61170	Retiree Health Benefits	22,183	34,915	34,015	35,180
61180	Worker Compensation Insurance	197,764	318,816	297,505	307,715
	SUBTOTAL PERSONNEL	3,995,229	6,481,862	6,154,310	7,073,155
62120	Training, Transpo, Meeting	14,409	924	3,000	3,000
62122	Travel for Investigation	58	7,692	4,000	4,000
62140	Membership, Subscription, and Dues	339	450	500	500
62300	Contract Svcs-Professional	18,853	36,177	23,700	23,700
62322	M&R Machinery & Equipment	0	120	0	0
62600	Parking Validations	0	2,605	0	0
	SUBTOTAL CONTRACTUAL	33,659	47,967	31,200	31,200
63001	Misc. Office Expenses	23,517	17,758	20,000	20,000
	SUBTOTAL COMMODITIES	23,517	17,758	20,000	20,000
65010	Rental City Equipment	78,665	88,855	86,275	86,275
	SUBTOTAL FIXED CHARGES	78,665	88,855	86,275	86,275
	TOTAL	4,131,070	6,636,442	6,291,785	7,210,630
Class Code	AUTHORIZED PERSONNEL	ADOPTED FY 10-11		APPROVED FY 11-12	
		Full Time	Part Time	Full Time	Part Time
3350	Police Lieutenant	2.00		2.00	
3300	Police Sergeant	3.00		3.00	
3200	Police Officer	26.00		26.00	
3990	Crime/Research Analyst	0.00		2.00	
0790	Police Investigative Specialist	6.00		5.00	
7270	Secretary	1.00		1.00	
7330	Senior Office Assistant	3.00		3.00	
	TOTAL	41.00	0.00	42.00	0.00

GENERAL FUND

POLICE DEPARTMENT Crimes Against Persons Division	PROGRAM 011-440																																																		
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GENERAL FUND

POLICE DEPARTMENT		FUND 11			
Crimes Against Persons		Activity 440			
Object Code	LINE ITEM RESOURCES	ACTUAL FY 08-09	ACTUAL FY 09-10	ADOPTED FY 10-11	APPROVED FY 11-12
61000	Salaries Regular	5,932,202	4,321,698	3,969,435	4,752,835
61020	Salaries Part-Time	135,424	69,520	33,290	33,290
61040	Salaries Overtime	562,511	307,286	0	171,245
61100	Retirement-Employer Contrib.	1,192,164	857,003	1,009,005	1,093,850
61110	Part-time Retirement	0	2,044	0	2,350
61120	Medicare Insurance	71,645	51,492	59,005	62,905
61130	Health Insurance	701,885	534,560	576,905	586,535
61170	Retiree Health Benefits	43,069	33,248	31,075	33,965
61180	Worker Compensation Insurance	507,142	387,212	329,725	342,510
	SUBTOTAL PERSONNEL	9,146,042	6,564,063	6,008,440	7,079,485
62010	Communications	0	0	0	0
62120	Training, Transpo, Meeting	11,029	7,031	3,000	3,000
62122	Travel for Investigation	17,557	4,984	10,000	10,000
62140	Membership, Subscription, and Dues	547	670	500	500
62300	Contract Svcs-Professional	76,325	58,921	105,000	104,000
62600	Parking Validation	0	2,097	0	1,000
	SUBTOTAL CONTRACTUAL	105,457	73,704	118,500	118,500
63001	Misc. Office Expenses	24,356	15,016	45,420	45,420
	SUBTOTAL COMMODITIES	24,356	15,016	45,420	45,420
65010	Rental City Equipment	220,705	250,170	184,265	184,265
	SUBTOTAL FIXED CHARGES	220,705	250,170	184,265	184,265
66400	Machinery & Equipment	0	0	0	0
66510	Computer Software	0	0	0	0
	SUBTOTAL CAPITAL	0	0	0	0
	TOTAL	9,496,561	6,902,953	6,356,625	7,427,670

Class Code	AUTHORIZED PERSONNEL	ADOPTED FY 10-11		APPROVED FY 11-12	
		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	3.00		3.00	
3200	Police Officer	31.00		31.00	
0790	Police Investigative Specialist	0.00		1.00	
7330	Senior Office Assistant	1.00		1.00	
	TOTAL	37.00	0.00	38.00	0.00

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 2009-10 & FY 2010-11				
<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 * 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	Actual	Estimated	Objective
	FY 08-09	FY 09-10	FY 10-11	FY 11-12
Service Level				
# of complaints processed	225	210	175	175
# of narcotic arrests	576	564	525	525
# of career criminal arrests	315	252	150	150
# of Strike Force arrests	832	1,153	900	900
Efficiency				
# of asset seizures	65	61	50	50
# of search warrants issued	57	26	25	25
% of assigned/referred drug complaints in 3 days	90%	90%	90%	90%
Effectiveness				
# of asset forfeiture filings	63	61	50	50

GENERAL FUND

POLICE DEPARTMENT					FUND	11
Special Investigations					Activity	445
Object Code	LINE ITEM RESOURCES	ACTUAL FY 08-09	ACTUAL FY 09-10	ADOPTED FY 10-11	APPROVED FY 11-12	
61000	Salaries Regular	3,185,145	3,122,766	2,780,560	3,284,045	
61020	Salaries Part-Time	21,139	21,714	20,580	20,580	
61040	Salaries Overtime	156,486	159,282	0	209,230	
61100	Retirement-Employer Contrib.	674,088	630,607	684,930	757,680	
61120	Medicare Insurance	41,272	46,325	41,045	43,630	
61130	Health Insurance	376,408	397,863	413,195	421,635	
61170	Retiree Health Benefits	25,045	22,069	21,785	22,545	
61180	Worker Compensation Insurance	298,930	297,513	222,095	235,000	
	SUBTOTAL PERSONNEL	4,778,513	4,698,138	4,184,190	4,994,345	
62010	Communication	2,089	2,470	0	0	
62120	Training, Transpo, Meeting	4,720	266	19,275	19,275	
62140	Membership, Subscription, and Dues	376	595	500	500	
62300	Contract Svcs-Professional	147,622	145,274	206,420	206,420	
	SUBTOTAL CONTRACTUAL	154,807	148,605	226,195	226,195	
63202	Operating M&S Equipment	0	834	0	0	
63001	Misc. Office Expenses	11,690	22,284	28,400	28,400	
63300	Gas & Diesel	11,960	11,097	7,000	7,000	
63301	Alternative Fuel - CNG	0	74	0	0	
	SUBTOTAL COMMODITIES	23,650	34,289	35,400	35,400	
65010	Rental City Equipment	39,755	131,075	95,350	95,350	
	SUBTOTAL FIXED CHARGES	39,755	131,075	95,350	95,350	
	TOTAL	4,996,725	5,012,107	4,541,135	5,351,290	

Class Code	AUTHORIZED PERSONNEL	ADOPTED FY 10-11		APPROVED FY 11-12	
		Full Time	Part Time	Full Time	Part Time
3350	Police Lieutenant	1.00		1.00	
3300	Police Sergeant	4.00		3.00	
3200	Police Officer	29.00		29.00	
3990	Crime/Research Analyst	1.00		1.00	
7330	Senior Office Assistant	1.00		1.00	
	TOTAL	36.00	0.00	35.00	0.00

GENERAL FUND

POLICE DEPARTMENT	PROGRAM			
Property & Evidence	011-450			
Statement of Purpose				
<p><i>To provide centralized issuance, tracking, and support services for department equipment, vehicles, supplies and evidence handling requirements.</i></p>				
Accomplishments in FY 2009-10 & FY 2010-11				
<ul style="list-style-type: none"> * Issued 674 new parking key cards * Relocated the Arrest and Control training room * Replaced outside night lighting by the Community room * Implemented a new police structure parking plan * Reduced the cost for Blackberry devices resulting in \$13,740 in savings * Completed new landscaping outside of the Police Community Room * Participated in the Vehicle Committee and assigned 25 new patrol vehicles * Coordinated the installation of a GPS System in 142 police vehicles 				
Action Plan for FY 2011-12				
<ul style="list-style-type: none"> * Facilitate the conversion of 25 new patrol vehicles and distribute * Incorporate the remaining unassigned patrol vehicles into the vehicle assignment project * Complete an updated revision of body armor and uniform specifications * Coordinate painting projects within the police and jail facilities * Cross train all CDC staff in Evidence * Cross train Evidence staff in CDC * Update and purge the facility security access control card system 				
PERFORMANCE MEASURES	Actual	Actual	Estimated	Objective
	FY 08-09	FY 09-10	FY 10-11	FY 11-12
Service Level				
# of property & evidence items processed/relocated	51,114	49,517	50,000	50,000
# of vehicles transported	2,410	2,649	1,136	1,136
# of supply or equipment requests processed	19,895	17,422	10,075	10,075
Efficiency				
% of new evidence processed within 18 hours (M-F)	87%	90%	90%	90%
% of supply & equip. requests processed w/in 24 hrs	83%	85%	85%	85%
% of vehicles transported for repair within 24 hours	88%	90%	90%	90%
Effectiveness				
% of outgoing evidence items compared to incoming items	98%	91%	91%	91%

GENERAL FUND

POLICE DEPARTMENT		FUND 11			
Property & Evidence		Activity 450			
Object Code	LINE ITEM RESOURCES	ACTUAL FY 08-09	ACTUAL FY 09-10	ADOPTED FY 10-11	APPROVED FY 11-12
61000	Salaries Regular	997,275	868,393	745,485	886,435
61020	Salaries Part-time	76,167	55,883	9,185	9,185
61040	Salaries Overtime	6,686	17,177	0	2,820
61100	Retirement-Employer Contrib.	58,102	59,472	62,965	100,480
61110	Part-time Retirement	0	1,639	0	820
61120	Medicare Insurance	13,349	12,664	10,810	12,385
61130	Health Insurance	181,933	174,695	155,995	183,650
61170	Retiree Health Benefits	7,358	7,155	5,590	6,240
61180	Worker Compensation Insurance	29,784	26,586	18,130	21,230
	SUBTOTAL PERSONNEL	1,370,653	1,223,665	1,008,160	1,223,245
62010	Communications	85,506	101,919	121,195	121,195
62120	Training, Transpo, Meeting	435	539	4,000	4,000
62140	Membership, Subscription, and Dues	100	95	600	600
62300	Contract Svcs-Professional	19,010	61,193	69,500	69,500
62322	M&R Machinery & Equipment	0	250	0	0
	SUBTOTAL CONTRACTUAL	105,051	163,997	195,295	195,295
63000	Office Supplies	0	0	0	0
63001	Misc. Office Expenses	375,538	318,646	547,700	547,700
	SUBTOTAL COMMODITIES	375,538	318,646	547,700	547,700
65010	Rental City Equipment	29,800	22,885	27,470	27,470
	SUBTOTAL FIXED CHARGES	29,800	22,885	27,470	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	1,881,042	1,729,192	1,778,625	1,993,710

Class Code	AUTHORIZED PERSONNEL	ADOPTED FY 10-11		APPROVED FY 11-12	
		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

GENERAL FUND

POLICE DEPARTMENT Forensic Services		PROGRAM 11-455		
Statement of Purpose				
<i>To provide comprehensive forensic services supporting the department goals, while meeting judicial system requirements.</i>				
Accomplishments in FY 2009-10 & FY 2010-11				
<p>Created and began using an automated barcoding system to track all Latent Print, Tenprint, Tes Forensic Requests for Service.</p> <p>Created draft Standard Operating Procedures for the section.</p> <p>Obtained a major scene vehicle.</p>				
Action Plan for FY 2011-12				
<p>Create and implement proficiency testing for all units within the section.</p> <p>Implement camera maintenance schedule for all field and laboratory cameras, lenses and acces</p> <p>Achieve a 60% completion rate for all firearms obtained in the 2011 year.</p> <p>Put Unit 994 (Major Scene Vehicle) into field use.</p> <p>Upgrade and expand the section's Digital Imaging Management System.</p>				
PERFORMANCE MEASURES	Actual FY 08-09	Actual FY 09-10	Estimated FY 10-11	Objective FY 11-12
Service Level				
# of field service calls	5,000	4,200	3,723	3,850
# of photos processed	80,000	75,000	79,299	79,000
# of latent print cases worked	700	2,500	2,706	2,300
# of latent print case matches	350	325	300	275
# of IBIS hits	225	125	104	110
# of DNA cases submitted	n/a	n/a	871	950
Efficiency				
% of photo work completed within 5 days	100%	90%	100%	90%
% of latent work completed within 14 days	75%	8%	80%	75%
% of firearms worked annually	n/a	n/a	51%	60%
Effectiveness				
% of AFIS hit ration (firearms)	49%	50%	50%	50%
% of IBIS hits ratio	13%	20%	19%	20%
% of CODIS hit ratio	n/a	n/a	22%	30%

GENERAL FUND

POLICE DEPARTMENT		FUND 11			
Forensic Services		Activity 455			
Object Code	LINE ITEM RESOURCES	ACTUAL FY 08-09	ACTUAL FY 09-10	ADOPTED FY 10-11	APPROVED FY 11-12
61000	Salaries Regular	1,530,157	1,532,279	1,451,825	1,533,675
61020	Salaries Part-Time	121,936	107,767	129,410	129,410
61040	Salaries Overtime	45,657	24,834	0	50,380
61100	Retirement -Employer Contrib.	86,471	104,006	126,805	171,175
61110	Part-time Retirement	0	3,199	0	4,170
61120	Medicare Insurance	17,911	17,812	21,050	22,280
61130	Health Insurance	242,497	249,478	219,235	248,775
61170	Retiree Health Benefits	11,890	11,090	11,445	10,830
61180	Worker Compensation Insurance	28,711	29,040	16,965	20,040
	SUBTOTAL PERSONNEL	2,085,230	2,079,506	1,976,735	2,190,735
62010	Communications	0	0	0	0
62120	Training, Transpo, Meeting	2,965	15,187	17,700	17,700
62140	Membership, Subscription, and Dues	220	200	835	835
62300	Contract Svcs-Professional	25,759	56,249	64,600	64,600
	SUBTOTAL CONTRACTUAL	28,944	71,636	83,135	83,135
63001	Misc. Office Expenses	32,924	19,136	33,290	33,290
	SUBTOTAL COMMODITIES	32,924	19,136	33,290	33,290
65010	Rental City Equipment	55,445	55,445	55,445	55,445
	SUBTOTAL FIXED CHARGES	55,445	55,445	55,445	55,445
	TOTAL	2,202,543	2,225,723	2,148,605	2,362,605

Class Code	AUTHORIZED PERSONNEL	ADOPTED FY 10-11		APPROVED FY 11-12	
		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		0.00	
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	16.00	0.00

GENERAL FUND

POLICE DEPARTMENT	PROGRAM			
Records Services	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 2009-10 & FY 2010-11				
<ul style="list-style-type: none"> * Implemented US Reports online case report portal and reduced service calls from traffic collisions by 80% * Increased canning processes and proficiency with upgraded scanners * Adapted records operations to effectively meet challenges presented by staff reductions * Created Strategic Planning Team (SPT) to address change and personnel issues within unit 				
Action Plan for FY 2011-12				
<ul style="list-style-type: none"> * Research alternatives to reduce redundant data entry * Implement cross training within section * Maintain or exceed current level of customer service despite upcoming staffing losses. * Continue SPT activities to foster change and ownership with unit 				
PERFORMANCE MEASURES	Actual	Actual	Estimated	Objective
	FY 08-09	FY 09-10	FY 10-11	FY 11-12
Service Level				
# of reports processed	48,637	41,320	39,372	40,000
# of documents scanned or filmed	543,872	437,879	413,798	420,000
# of requests serviced (police,citizen & agency)			48,556	49,000
# of report pages transcribed	4,455	1,800	0	0
# of CLETS messages sent	49,736	46,353	44,833	44,000
Efficiency				
% of priority reports processed within 5 days	98%	98%	99%	99%
% of other reports processed within 8 days	98%	72%	75%	99%
% of supplemental reports processed within 15 days	98%	65%	75%	99%
% of CLETS messages processed by end of shift	98%	98%	99%	99%

GENERAL FUND

POLICE DEPARTMENT					FUND	11
Records Services					Activity	460
Object Code	LINE ITEM RESOURCES	ACTUAL FY 08-09	ACTUAL FY 09-10	ADOPTED FY 10-11	APPROVED FY 11-12	
61000	Salaries Regular	1,958,747	1,689,215	1,308,285	1,336,420	
61020	Salaries Part-Time	23,040	20,921	0	0	
61040	Salaries Overtime	59,670	76,047	0	133,220	
61100	Retirement-Employer Contrib.	112,210	113,058	109,895	136,025	
61110	Part-time Retirement	0	637	0	1,575	
61120	Medicare Insurance	22,378	21,641	18,970	19,625	
61130	Health Insurance	296,975	258,057	199,945	217,795	
61170	Retiree Health Benefits	27,543	26,868	22,895	13,115	
61180	Worker Compensation Insurance	23,846	20,962	13,605	14,885	
	SUBTOTAL PERSONNEL	<u>2,524,411</u>	<u>2,227,406</u>	<u>1,673,595</u>	<u>1,872,660</u>	
62010	Communications	0	142	0	0	
62120	Training, Transpo, Meeting	1,716	965	4,450	4,450	
62140	Membership, Subscription, and Dues	280	250	1,075	1,075	
62300	Contract Svcs-Professional	15,422	11,095	12,000	12,000	
	SUBTOTAL CONTRACTUAL	<u>17,418</u>	<u>12,452</u>	<u>17,525</u>	<u>17,525</u>	
63001	Misc. Office Expenses	50,115	42,825	42,310	42,310	
	SUBTOTAL COMMODITIES	<u>50,115</u>	<u>42,825</u>	<u>42,310</u>	<u>42,310</u>	
65010	Rental City Equipment	0	0	0	0	
	SUBTOTAL FIXED CHARGES	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>	
	TOTAL	<u><u>2,591,944</u></u>	<u><u>2,282,682</u></u>	<u><u>1,733,430</u></u>	<u><u>1,932,495</u></u>	
Class Code	AUTHORIZED PERSONNEL	ADOPTED FY 10-11		APPROVED FY 11-12		
		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	13.00		13.00		
	TOTAL	<u><u>21.00</u></u>	<u><u>0.00</u></u>	<u><u>21.00</u></u>	<u><u>0.00</u></u>	

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 2009-10 & FY 2010-11				
<ul style="list-style-type: none"> * Completed POST training for all personnel by 12/31/10 * Cross trained PSO's to assist in staffing * Cross trained Cadets and PSO's to assist in Telephone Reporting Unit (TRU) staffing * Reviewed and updated polices and training manual 				
Action plan for FY 2011-12				
<ul style="list-style-type: none"> * Upgrade the 911 telephone system to handle technology changes * Complete 24 hours of POST training for all personnel by 12/31/12 * Continue training new Cadets and PSO's in TRU and Communications 				
PERFORMANCE MEASURES	Actual	Actual	Estimated	Objective
	FY 08-09	FY 09-10	FY 10-11	FY 11-12
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 08-09	ACTUAL FY 09-10	ADOPTED FY 10-11	APPROVED FY 11-12
61000	Salaries Regular	2,901,220	2,979,051	2,961,175	3,211,770
61020	Salaries Part-Time	54,621	22,886	55,205	55,205
61040	Salaries Overtime	307,657	189,064	0	199,200
61100	Retirement-Employer Contrib.	170,265	200,007	255,010	371,715
61110	Part-time Retirement	0	540	0	4,390
61120	Medicare Insurance	37,873	37,343	43,660	45,370
61130	Health Insurance	499,504	560,499	579,685	583,980
61170	Retiree Health Benefits	21,005	21,486	22,584	23,225
61180	Worker Compensation Insurance	33,701	33,383	31,316	34,810
	SUBTOTAL PERSONNEL	4,025,846	4,044,259	3,948,635	4,529,665
62010	Communications	0	4,976	0	0
62120	Training, Transpo, Meeting	1,403	38	1,790	1,790
62140	Membership, Subscription, and Dues	155	124	300	300
62300	Contract Svcs-Professional	195,633	171,650	172,640	172,640
	SUBTOTAL CONTRACTUAL	197,191	176,787	174,730	174,730
63001	Misc. Office Expenses	4,261	3,315	3,770	3,770
	SUBTOTAL COMMODITIES	4,261	3,315	3,770	3,770
65010	Rental City Equipment	7,740	7,740	7,740	7,740
	SUBTOTAL FIXED CHARGES	7,740	7,740	7,740	7,740
66400	Machinery & Equipment	0	0	0	0
	SUBTOTAL CAPITAL	0	0	0	0
	TOTAL	4,235,038	4,232,101	4,134,875	4,715,905

Class Code	AUTHORIZED PERSONNEL	ADOPTED FY 10-11		APPROVED FY 11-12	
		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

GENERAL FUND

POLICE DEPARTMENT	PROGRAM			
Vice	011-470			
Statement of Purpose				
<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>				
Accomplishments in FY 2009-10 & FY 2010-11				
<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 * Established entertainment regulations for Downtown Area 				
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 				
PERFORMANCE MEASURES	Actual	Actual	Estimated	Objective
	FY 08-09	FY 09-10	FY 10-11	FY 11-12
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 08-09	ACTUAL FY 09-10	ADOPTED FY 10-11	APPROVED FY 11-12	
61000	Salaries Regular	438,332	496,968	626,195	698,535	
61040	Salaries Overtime	8,157	3,675	0	7,905	
61100	Retirement-Employer Contrib.	83,959	92,991	143,840	158,245	
61120	Medicare Insurance	4,040	6,337	9,080	9,415	
61130	Health Insurance	53,860	67,247	93,875	92,085	
61170	Retiree Health Benefits	3,948	4,604	4,695	4,870	
61180	Worker Compensation Insurance	<u>32,804</u>	<u>40,750</u>	<u>45,890</u>	<u>47,630</u>	
	SUBTOTAL PERSONNEL	625,100	712,571	923,575	1,018,685	
62010	Communications	0	0	0	0	
62120	Training, Transpo, Meeting	12	0	6,305	6,305	
62140	Membership, Subscription, and Dues	302	0	1,860	1,860	
62300	Contract Svcs-Professional	<u>0</u>	<u>61</u>	<u>0</u>	<u>0</u>	
	SUBTOTAL CONTRACTUAL	314	61	8,165	8,165	
63001	Misc. Office Expenses	<u>215</u>	<u>384</u>	<u>1,000</u>	<u>1,000</u>	
	SUBTOTAL COMMODITIES	215	384	1,000	1,000	
65010	Rental City Equipment	23,490	17,595	9,860	9,860	
65000	Building Rental	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>	
	SUBTOTAL FIXED CHARGES	23,490	17,595	9,860	9,860	
	TOTAL	<u>649,119</u>	<u>730,610</u>	<u>942,600</u>	<u>1,037,710</u>	
Class Code	AUTHORIZED PERSONNEL	ADOPTED FY 10-11		APPROVED FY 11-12		
		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>6.00</u>	<u>0.00</u>	<u>6.00</u>	<u>0.00</u>	

GENERAL FUND

POLICE DEPARTMENT	PROGRAM			
Jail Operations	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 2009-10 & FY 2010-11				
<ul style="list-style-type: none"> * Operated a safe and secure Jail Facility * Maintained current level of customer service while coping with reduced levels of staffing and resources * Exceeded inmate housing revenue projections for the FY * Significantly reduced overtime for staff shortage 				
Action Plan for FY 2011-12				
<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 08-09	FY 09-10	FY 10-11	FY 11-12
Service Level				
# of inmates processed	13,058	12,000	11,300	11,800
# of inmates fast-booked to OCJ	5,250	4,300	3,975	4,000
# of visitors processed	40,512	37,000	38,500	39,000
# of ICE interviews and reviews	N/A	1,480	1,500	1,500
Efficiency				
% of bookings where Police Officers are released within 30 minutes	95%	95%	95%	95%
% of inmates housed within 8 hours	80%	85%	85%	85%
% of LA court transports completed within 3.5 hours	85%	70%	90%	90%
Effectiveness				
# of assaults on officers	0	0	0	0
# of inmate on inmate assaults	6	6	0	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 08-09	ACTUAL FY 09-10	ADOPTED FY 10-11	APPROVED FY 11-12
61000	Salaries Regular	8,808,333	8,969,751	8,583,095	9,393,330
61020	Salaries Part-time	65,195	42,107	92,625	92,625
61040	Salaries Overtime	731,515	634,654	0	550,000
61100	Retirement-Employer Contrib.	507,276	603,298	735,765	1,058,515
61110	Part-time Retirement	0	1,224	0	1,435
61120	Medicare Insurance	133,945	136,270	126,405	130,105
61130	Health Insurance	1,476,300	1,573,146	1,661,865	1,634,160
61170	Retiree Health Benefits	73,732	70,694	78,875	72,765
61180	Worker Compensation Insurance	276,884	279,975	251,015	261,225
	SUBTOTAL PERSONNEL	12,073,179	12,311,120	11,529,645	13,194,160
62010	Communications	2,981	1,310	6,150	6,150
62120	Training, Transpo, Meeting	822	694	11,000	11,000
62140	Membership, Subscription, and Dues	360	408	25,000	25,000
62300	Contracts Svcs-Professional	2,294,623	2,636,629	2,376,625	2,376,625
	SUBTOTAL CONTRACTUAL	2,298,785	2,639,042	2,418,775	2,418,775
63001	Misc. Office Expenses	444,778	334,658	329,600	329,600
63100	Uniforms & Tools	0	27,486	0	0
	SUBTOTAL COMMODITIES	444,778	362,144	329,600	329,600
65010	Rental City Equipment	37,590	77,360	77,360	77,360
	SUBTOTAL FIXED CHARGES	37,590	77,360	77,360	77,360
66400	Machinery & Equipment	2,995	203,586	0	0
66510	Computer Software	29	0	0	0
	SUBTOTAL CAPITAL	3,025	203,586	0	0
	TOTAL	14,857,357	15,593,252	14,355,380	16,019,895

Class Code	AUTHORIZED PERSONNEL	ADOPTED FY 10-11		APPROVED FY 11-12	
		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		9.90	
0310	Correctional Officer	84.00		84.00	
1050	Security Electronics Technician	1.00		1.00	
0733	Senior Office Assistant	0.50		0.50	
7628	Lead Correctional Records Specialist	4.00		4.00	
7650	Senior Correctional Records Specialist	9.00		9.00	
	TOTAL	111.75	0.00	111.65	0.00

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 08-09	ACTUAL FY 09-10	ADOPTED FY 10-11	APPROVED FY 11-12
61000	Salaries Regular	672,324	649,171	642,475	694,550
61040	Salaries Overtime	190,030	227,362	0	106,695
61100	Retirement-Employer Contrib.	146,025	136,145	160,555	169,415
61120	Medicare Insurance	2,987	5,165	9,315	9,425
61130	Health Insurance	70,995	74,970	81,780	79,255
61170	Retiree Health Benefits	4,980	5,257	4,820	5,625
61180	Worker Compensation Insurance	70,781	71,401	52,685	53,310
	SUBTOTAL PERSONNEL	1,158,123	1,169,470	951,630	1,118,275
	TOTAL	<u>1,158,123</u>	<u>1,169,470</u>	<u>951,630</u>	<u>1,118,275</u>
Class Code	AUTHORIZED PERSONNEL	ADOPTED FY 10-11		APPROVED FY 11-12	
		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	2.00		2.00	
	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, audit 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

GENERAL FUND

POLICE DEPARTMENT					FUND	11
Homeland Security and Crime Prevention					Activity	485
Object Code	LINE ITEM RESOURCES	ACTUAL FY 08-09	ACTUAL FY 09-10	ADOPTED FY 10-11	APPROVED FY 11-12	
61000	Salaries Regular	447,758	309,293	250,300	268,195	
61020	Salaries Part-Time	0	0	0	0	
61040	Salaries Overtime	169,456	205,612	0	20,000	
61100	Retirement-Employer Contrib.	64,070	34,058	29,375	38,360	
61120	Medicare Insurance	3,097	1,557	3,630	3,735	
61130	Health Insurance	67,032	57,066	35,115	49,805	
61170	Retiree Health Benefits	3,234	2,059	1,875	1,935	
61180	Worker Compensation Insurance	23,004	10,966	6,205	6,385	
	SUBTOTAL PERSONNEL	<u>777,651</u>	<u>620,611</u>	<u>326,500</u>	<u>388,415</u>	
62010	Communications	0	0	0	0	
62120	Training, Transpo, Meeting	1,529	2,562	1,000	1,000	
62140	Membership, Subscription, and Dues	0	0	200	200	
62300	Contract Svcs-Professional	7,927	7,343	11,535	11,535	
62501	Operating Lease Expense	5,414	5,413	5,435	5,435	
	SUBTOTAL CONTRACTUAL	<u>14,870</u>	<u>15,317</u>	<u>18,170</u>	<u>18,170</u>	
63001	Misc. Office Expenses	562	682	13,280	13,280	
	SUBTOTAL COMMODITIES	<u>562</u>	<u>682</u>	<u>13,280</u>	<u>13,280</u>	
65000	Building Rental	5,455	5,455	5,455	5,455	
65010	Rental City Equipment	62,865	60,590	60,590	60,590	
	SUBTOTAL FIXED CHARGES	<u>68,320</u>	<u>66,045</u>	<u>66,045</u>	<u>66,045</u>	
	TOTAL	<u><u>861,404</u></u>	<u><u>702,654</u></u>	<u><u>423,995</u></u>	<u><u>485,910</u></u>	
Class Code	AUTHORIZED PERSONNEL	ADOPTED FY 10-11		APPROVED FY 11-12		
		Full Time	Part Time	Full Time	Part Time	
3200	Police Officer	0.50		0.50		
0780	Police Community Services Specialist	1.00		1.00		
3800	Police Service Officer	2.00		2.00		
	TOTAL	<u>3.50</u>	<u>0.00</u>	<u>3.50</u>	<u>0.00</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 Activity		11 490	
Object Code	LINE ITEM RESOURCES	ACTUAL FY 08-09	ACTUAL FY 09-10	ADOPTED FY 10-11	APPROVED FY 11-12
61000	Salaries Regular	67,698	71,899	74,455	77,960
61040	Salaries Overtime	0	284	0	18,575
61100	Retirement Employer Contrib.	3,984	4,873	6,255	9,195
61120	Medicare Insurance	989	1,044	1,080	1,105
61130	Health Insurance	13,352	14,253	15,600	15,305
61170	Retiree Health Benefits	495	500	560	570
61180	Worker Compensation Insurance	<u>711</u>	<u>751</u>	<u>775</u>	<u>790</u>
	SUBTOTAL PERSONNEL	87,229	93,604	98,725	123,500
62120	Training, Transpo, Meeting	0	0	1,000	1,000
62300	Contract Svcs-Professional	<u>29,440</u>	<u>16,586</u>	<u>75,000</u>	<u>75,000</u>
	SUBTOTAL CONTRACTUAL	29,440	16,586	76,000	76,000
63001	Misc. Office Expenses	<u>508</u>	<u>482</u>	<u>500</u>	<u>500</u>
	SUBTOTAL COMMODITIES	508	482	500	500
	TOTAL	<u><u>117,177</u></u>	<u><u>110,672</u></u>	<u><u>175,225</u></u>	<u><u>200,000</u></u>

Class Code	AUTHORIZED PERSONNEL	ADOPTED FY 10-11		APPROVED FY 11-12	
		Full Time	Part Time	Full Time	Part Time
0790	Police Investigative Specialist	1.00		1.00	
	TOTAL	<u><u>1.00</u></u>	<u><u>0.00</u></u>	<u><u>1.00</u></u>	<u><u>0.00</u></u>

**GENERAL FUND
DEPARTMENT RESOURCE SUMMARY**

FIRE DEPARTMENT

ACCOUNTING UNITS		ACTUAL FY 08-09	ACTUAL FY 09-10	ADOPTED FY 10-11	APPROVED FY 11-12
01115300	Office of the Fire Chief	636,379	532,910	303,810	527,121
01115310	Fire Prevention	1,758,387	1,460,949	1,495,205	1,654,590
01115320	Fire Communications	1,490,508	1,485,784	1,406,895	1,740,084
01115330	Fire Suppression & EMS	43,278,347	42,112,788	39,661,965	42,182,026
01115340	Fire Information Technology	815,142	576,820	531,390	511,570
01115350	Fire Training	925,818	463,544	429,535	106,192
01115360	Fire Maintenance	1,395,698	1,060,244	1,046,860	1,259,592
01115370	Fiscal & Budget	338,957	371,380	229,535	171,965
	TOTAL	<u>50,639,236</u>	<u>48,064,418</u>	<u>45,105,195</u>	<u>48,153,140</u>
OPERATING EXPENSE		ACTUAL FY 08-09	ACTUAL FY 09-10	ADOPTED FY 10-11	APPROVED FY 11-12
61000	Personnel	45,887,984	43,755,431	40,382,990	43,327,843
62000	Contractual	1,879,123	1,691,960	1,885,800	1,809,085
63000	Commodities	587,409	454,023	659,455	736,170
65000	Fixed Charges	2,197,854	2,162,270	2,175,315	2,278,407
66000	Capital	86,867	0	0	0
67000	Debt Service	0	0	1,635	1,635
	TOTAL	<u>50,639,236</u>	<u>48,063,685</u>	<u>45,105,195</u>	<u>48,153,140</u>
Class Code	AUTHORIZED PERSONNEL	ADOPTED FY 10-11		APPROVED FY 11-12	
		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	
03550	Paramedic	1.00		1.00	
03500	Fire Safety Analyst	2.00		2.00	
03440	Fire Safety Specialist III	3.00		3.00	
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	
07330	Senior Office Assistant	2.00		2.00	
02680	Data Entry Specialist	1.00		1.00	
	Total Fire Department Positions	<u>272.00</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 08-09	ACTUAL FY 09-10	ADOPTED FY 10-11	APPROVED FY 11-12
61000	Salaries Regular	429,165	275,363	87,560	315,963
61020	Salaries Part-Time	19,532	106,587	125,600	19,800
61040	Salaries Overtime	3,244	4,845	3,275	3,275
61100	Retirement-Employer Contrib	73,928	39,729	27,555	75,884
61110	Part-time Retirement	0	3,893	1,375	1,000
61120	Medicare Insurance	5,036	4,025	0	0
61130	Health Insurance	37,400	36,128	0	22,307
61170	Retiree Health Benefits	2,041	2,900	1,380	8,115
61180	Worker Compensation Insurance	35,491	31,924	9,360	7,644
	SUBTOTAL PERSONNEL	605,837	505,393	256,105	453,988
62000	Utilities	0	162	0	0
62010	Communications	4,267	3,552	7,360	7,360
62120	Training, Transpo, Meeting	1,257	1,412	6,665	6,665
62140	Membership, Subscription & Dues	821	910	1,650	1,000
62300	Contract Svs-Professional	1,773	670	12,800	12,800
62302	Contracted Vendor Personnel Services	0	0	0	0
62600	Parking Validation	0	2,459	0	1,000
	SUBTOTAL CONTRACTUAL	8,118	9,165	28,475	28,825
63000	Office Supplies	0	9	0	0
63001	Misc Office Expenses	12,120	8,038	8,925	34,000
	SUBTOTAL COMMODITIES	12,120	8,047	8,925	34,000
65010	Rental City Equipment	10,305	10,305	10,305	10,308
	SUBTOTAL FIXED CHARGES	10,305	10,305	10,305	10,308
66200	Building Improvements	0	0	0	0
	SUBTOTAL CAPITAL	0	0	0	0
	TOTAL	636,379	532,910	303,810	527,121

Class Code	AUTHORIZED PERSONNEL	ADOPTED FY 10-11		APPROVED FY 11-12	
		Full Time	Part Time	Full Time	Part Time
03190	Fire Chief	1.00		1.00	0.00
03080	Fire Captain (1, FY 10/11 and FY 11/12)	1.00		1.00	0.00
09090	Clerk Typist II	0.00		0	1.00
09770	Administrative Aide (2)	0.00		0	1.00
		<u>2.00</u>		<u>2.00</u>	<u>2.00</u>
(1)	70% of the Fire Captain's salary is paid from UASI & EMPG grants				
(2)	Position 100% funded by MMRS grant				

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 2009-10 & FY 2010-11				
<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 2011-12				
<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 Informtional 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 08-09	FY 09-10	FY 10-11	FY 11-12
Service Levels				
Inspections	<i>Hours</i>	<i>No. of</i>	<i>Hours</i>	<i>No. of</i>
High-Rise	500	41	41	41
Detention	250	6	6	6
Institutional - others	400	130	130	130
Schools	n/a	75	75	75
New construction	2,000	2,000	2,000	2,000
Business applications - licenses	100	100	100	100
Underground tanks	1,500	200	200	200
Haz-Mat disclosures	1,800	750	750	750
Occupancy	900	4,000	4,000	4,000
# of plan checks completed	1,920	1,500	1,500	1,500
# of fire safety programs presented	250	25	25	25
# of training hours provided	n/a	48	48	48
Efficiency				
Inspections completed within				
48 hours of request	90%	95%	95%	95%
72 hours of request	97%	97%	97%	97%
Plans submitted, reviewed & returned in 15 days	50%	75%	75%	75%

GENERAL FUND

FIRE DEPARTMENT		ACCOUNTING UNIT			
Fire Prevention		01115310			
Object Code	LINE ITEM RESOURCES	ACTUAL FY 08-09	ACTUAL FY 09-10	ADOPTED FY 10-11	APPROVED FY 11-12
61000	Salaries Regular	1,123,217	936,161	952,305	1,015,040
61020	Salaries Part-Time	0	0	0	0
61040	Salaries Overtime	39,492	23,484	51,745	51,745
61100	Retirement-Employer Contrib	208,027	167,572	152,570	229,800
61120	Medicare Insurance	13,064	9,660	12,360	12,360
61130	Health Insurance	129,728	124,194	115,800	138,390
61170	Retiree Health Benefits	17,669	11,963	16,905	18,805
61180	Worker Compensation Insurance	79,444	55,877	54,105	54,105
	SUBTOTAL PERSONNEL	1,610,641	1,328,912	1,355,790	1,520,245
62000	Utilities	0	413	0	0
62010	Communications	4,957	5,156	1,070	5,000
62120	Training, Transpo, Meeting	2,050	407	15,000	15,000
62130	Tuition Reimbursement	0	0	0	2,000
62140	Membership, Subscription & Dues	3,746	2,188	2,515	2,500
62300	Contract Svs-Professional	14,357	6,436	11,500	11,500
62302	Contracted Vendor Personnel Services	0	0	0	0
62501	Operating Lease Expense	5,493	5,491	5,840	5,575
	SUBTOTAL CONTRACTUAL	30,602	20,092	35,925	41,575
63000	Office Supplies	0	338	0	0
63001	Misc Office Expenses	11,060	7,330	16,350	16,060
63100	Uniforms & Tools	0	73	0	0
	SUBTOTAL COMMODITIES	11,060	7,741	16,350	16,060
65000	Building Rental	5,840	5,840	5,840	5,835
65010	Rental City Equipment	98,995	98,365	79,665	69,240
	SUBTOTAL FIXED CHARGES	104,835	104,205	85,505	75,075
66510	Computer Software	1,250	0	0	0
	SUBTOTAL CAPITAL	1,250	0	0	0
67200	Principal - Capital Lease	0	0	1,635	1,635
	SUBTOTAL DEBT SERVICE	0	0	1,635	1,635
	TOTAL	1,758,387	1,460,949	1,495,205	1,654,590

Class Code	AUTHORIZED PERSONNEL	ADOPTED FY 10-11		APPROVED FY 11-12	
		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	3.00		3.00	
07330	Senior Office Assistant	1.00		1.00	
03080	Fire Captain (1)	1.00		0.00	
03000	Firefighter	1.00		1.00	
		<u>9.00</u>		<u>8.00</u>	
(1)	Position moved to account 01115330 3/2011				

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 2009-10 & FY 2010-11				
<ul style="list-style-type: none"> * Trittech CAD system upgraded to latest version 4.5.6 * CAD2CAD interface * New FRD maps created and distributed department wide * Go live with Cad2Cad with neighboring Cities * Attach Mapsol plotplans to Premises in CAD allowing field units to view via MDC * Replaced dictaphone 24/7 audio recoder * Received and programmed GenWatch System 				
Action Plan for FY 2011-12				
<ul style="list-style-type: none"> * Upgrade 911 Radio system * Upgrade 911 Phone system * Go live with CAD2CAD with OCFA and Laguna Beach * Upgrade CAD to Versio 5.0 and new Geo Map 				
PERFORMANCE MEASURES	Actual	Actual	Estimated	Objective
	FY 08-09	FY 09-10	FY 10-11	FY 11-12
Service Levels				
# of 9-1-1 calls received	14,625	15,000	15,000	15,000
# of 9-1-1 calls dispatched	17,825	19,500	20,000	20,000
# of non 9-1-1 calls processed	20,721	30,000	30,000	30,000
Efficiency				
# telephone calls handled per dispatcher per day	48	100	100	100
% of time computer system was available	99%	100%	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 08-09	ACTUAL FY 09-10	ADOPTED FY 10-11	APPROVED FY 11-12
61000	Salaries Regular	726,756	736,892	658,460	806,730
61020	Salaries Part-Time	142	0	0	0
61040	Salaries Overtime	178,793	199,392	149,900	149,900
61100	Retirement-Employer Contrib	42,688	49,945	60,965	191,600
61120	Medicare Insurance	8,264	8,693	8,160	8,395
61130	Health Insurance	89,188	90,289	86,780	102,105
61170	Retiree Health Benefits	12,066	11,921	9,945	15,575
61180	Worker Compensation Insurance	11,181	11,463	19,295	19,295
	SUBTOTAL PERSONNEL	<u>1,069,077</u>	<u>1,108,595</u>	<u>993,505</u>	<u>1,293,600</u>
62000	Utilities	0	181	0	0
62010	Communications	248,343	219,482	251,885	250,000
62120	Training, Transpo, Meeting	724	410	2,500	2,500
62140	Membership, Subscription & Dues	256	319	300	325
62300	Contract Svs-Professional	127,870	120,654	138,445	180,355
	SUBTOTAL CONTRACTUAL	<u>377,193</u>	<u>341,046</u>	<u>393,130</u>	<u>433,180</u>
63001	Misc Office Expenses	777	4,629	1,500	5,000
	SUBTOTAL COMMODITIES	<u>777</u>	<u>4,629</u>	<u>1,500</u>	<u>5,000</u>
65010	Rental City Equipment	27,751	18,760	18,760	8,304
		<u>0</u>	<u>12,755</u>	<u>0</u>	<u>0</u>
	SUBTOTAL FIXED CHARGES	<u>27,751</u>	<u>31,515</u>	<u>18,760</u>	<u>8,304</u>
66400	Machinery & Equipment	15,711	0	0	0
	SUBTOTAL CAPITAL	<u>15,711</u>	<u>0</u>	<u>0</u>	<u>0</u>
	TOTAL	<u><u>1,490,508</u></u>	<u><u>1,485,784</u></u>	<u><u>1,406,895</u></u>	<u><u>1,740,084</u></u>

Class Code	AUTHORIZED PERSONNEL	ADOPTED FY 10-11		APPROVED FY 11-12	
		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	PROGRAM			
Fire Suppression & EMS	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 2009-10 & FY 2010-11				
<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 2011-12				
<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 * Evaluate all mutual and automatic aid agreements 				
PERFORMANCE MEASURES	Actual	Actual	Estimated	Objective
	FY 08-09	FY 09-10	FY 10-11	FY 11-12
Service Levels				
# of fire & non-medical calls for service	5,370	6,000	6,000	6,000
# of medical aid calls for service	12,484	13,000	13,000	13,000
# of station companies responses	36,788	41,000	40,000	40,000

GENERAL FUND

FIRE DEPARTMENT		ACCOUNTING UNIT			
Fire Suppression & Emergency Medical Services		01115330			
Object Code	LINE ITEM RESOURCES	ACTUAL FY 08-09	ACTUAL FY 09-10	ADOPTED FY 10-11	APPROVED FY 11-12
61000	Salaries Regular	21,847,170	21,866,333	23,003,245	24,801,970
61010	Salaries Retirement	415,191	212,018	470,250	470,250
61040	Salaries Overtime	7,483,153	6,842,021	2,450,065	2,450,065
61100	Retirement-Employer Contrib	4,888,265	4,637,038	5,075,945	5,388,900
61120	Medicare Insurance	249,156	252,069	328,335	328,335
61130	Health Insurance	2,591,278	2,674,211	3,026,220	2,851,250
61170	Retiree Health Benefits	375,896	364,478	406,990	485,000
61180	Worker Compensation Insurance	<u>2,852,841</u>	<u>2,786,322</u>	<u>2,266,040</u>	<u>2,621,320</u>
	SUBTOTAL PERSONNEL	40,702,951	39,634,489	37,027,090	39,397,090
62000	Utilities	0	1,629	0	0
62010	Communications	27,695	21,182	32,710	25,000
62120	Training, Transpo, Meeting	7,485	3,548	22,500	22,500
62130	Tuition Reimbursement	31,177	18,811	20,000	20,000
62140	Membership, Subscription & Dues	9,493	2,721	17,065	20,000
62251	Other Agency Services	0	8,649	0	0
62300	Contract Svs-Professional	<u>349,029</u>	<u>317,891</u>	<u>374,570</u>	<u>411,250</u>
	SUBTOTAL CONTRACTUAL	424,880	374,431	466,845	498,750
63001	Misc Office Expenses	198,888	188,042	301,500	301,110
63100	Uniforms & Tools	<u>0</u>	<u>2,916</u>	<u>0</u>	<u>0</u>
	SUBTOTAL COMMODITIES	198,888	190,958	301,500	301,110
65010	Rental City Equipment	1,671,908	1,614,440	1,586,810	1,705,356
65100	Insurance Charges	279,720	279,720	279,720	279,720
66510	Computer Software	<u>0</u>	<u>18,750</u>	<u>0</u>	<u>0</u>
	SUBTOTAL FIXED CHARGES	1,951,628	1,912,910	1,866,530	1,985,076
	TOTAL	<u><u>43,278,347</u></u>	<u><u>42,112,788</u></u>	<u><u>39,661,965</u></u>	<u><u>42,182,026</u></u>
Class Code	AUTHORIZED PERSONNEL	ADOPTED FY 10-11		APPROVED FY 11-12	
		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		46.00	
03010	Fire Engineer	45.00		45.00	
03000	Firefighter	147.00		147.00	
03550	Paramedic	1.00		1.00	
07330	Senior Office Assistant	<u>1.00</u>		<u>1.00</u>	
		<u><u>245.00</u></u>		<u><u>244.00</u></u>	

GENERAL FUND

FIRE DEPARTMENT Fire Information Technology	PROGRAM 01115340																												
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GENERAL FUND

FIRE DEPARTMENT		ACCOUNTING UNIT			
Fire Information Technology		01115340			
Object Code	LINE ITEM RESOURCES	ACTUAL FY 08-09	ACTUAL FY 09-10	ADOPTED FY 10-11	APPROVED FY 11-12
61000	Salaries Regular	170,763	114,123	56,335	55,450
61040	Salaries Overtime	5,311	3,167	1,050	1,050
61100	Retirement-Employer Contrib	21,801	7,486	3,755	5,250
61120	Medicare Insurance	1,499	1,696	680	0
61130	Health Insurance	31,861	16,174	8,705	6,895
61170	Retiree Health Benefits	3,080	1,760	295	565
61180	Worker Compensation Insurance	9,951	2,414	2,240	1,040
	SUBTOTAL PERSONNEL	244,265	146,819	73,060	70,250
62000	Utilities	0	640	0	0
62010	Communications	7,431	8,892	3,760	9,000
62120	Training, Transpo, Meeting	(52)	0	3,500	3,500
62300	Contract Svs-Professional	561,274	417,204	446,070	413,820
	SUBTOTAL CONTRACTUAL	568,653	426,736	453,330	426,320
63001	Misc Office Expenses	2,224	3,265	5,000	15,000
	SUBTOTAL COMMODITIES	2,224	3,265	5,000	15,000
	TOTAL	815,142	576,820	531,390	511,570

Class Code	AUTHORIZED PERSONNEL	ADOPTED FY 10-11		APPROVED FY 11-12	
		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 2009-10 & FY 2010-11				
<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 2011-12				
<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 * Provide Fire Captain testing 				
PERFORMANCE MEASURES	Actual	Actual	Estimated	Objective
	FY 08-09	FY 09-10	FY 10-11	FY 11-12
Service Levels				
Training Hours Per Year	32,247	38,000	38,000	38,000
Hazardous Materials First Responder	3,680	3,680	3,700	3,700
Fire Officers	1,500	1,500	1,600	3,000
Company Readiness Evaluation	168	168	200	3,000
Emergency Medical Technicians	6,500	6,500	6,500	15,000
Hours of I-NET broadcasts	5,500	5,500	5,500	6,500
Hours of in-service for Fire Reserves	7,200	7,200	7,200	3,000
Efficiency				
Suppression employees trained	210	210	210	210
Officers trained	57	58	58	58
Reserves trained	75	100	50	50

GENERAL FUND

FIRE DEPARTMENT		ACCOUNTING UNIT			
Fire Training		01115350			
Object Code	LINE ITEM RESOURCES	ACTUAL FY 08-09	ACTUAL FY 09-10	ADOPTED FY 10-11	APPROVED FY 11-12
61000	Salaries Regular	502,885	189,937	188,745	35,705
61020	Salaries Part-Time	14,610	6,420	0	0
61040	Salaries Overtime	25,615	31,111	2,855	2,855
61100	Retirement-Employer Contrib	102,641	40,805	21,480	0
61110	Part-Time Retirement	0	137	0	0
61120	Medicare Insurance	2,918	2,682	2,330	0
61130	Health Insurance	40,208	20,316	17,580	0
61170	Retiree Health Benefits	7,718	(196)	5,655	5,760
61180	Worker Compensation Insurance	72,910	18,401	18,260	0
	SUBTOTAL PERSONNEL	769,505	309,613	256,905	44,320
62010	Communications	1,085	1,516	4,800	3,000
62120	Training, Transpo, Meeting	265	1,673	7,000	7,000
62140	Membership, Subscription & Dues	180	150	500	400
62300	Contract Svs-Professional	48,812	0	8,000	8,000
62501	Operating Lease Expense	64,546	112,880	113,010	9,000
	SUBTOTAL CONTRACTUAL	114,887	116,219	133,310	27,400
63001	Misc Office Expenses	7,106	3,392	5,000	5,000
	SUBTOTAL COMMODITIES	7,106	3,392	5,000	5,000
65010	Rental City Equipment	34,320	34,320	34,320	29,472
	SUBTOTAL FIXED CHARGES	34,320	34,320	34,320	29,472
66510	Computer Software	0	0	0	0
	SUBTOTAL CAPITAL	0	0	0	0
	TOTAL	925,818	463,544	429,535	106,192

Class Code	AUTHORIZED PERSONNEL	ADOPTED FY 10-11		APPROVED FY 11-12	
		Full Time	Part Time	Full Time	Part Time
03160	Deputy Fire Chief (3)	1.00		1.00	
03150	Fire Battalion Chief (1)	1.00		1.00	
03080	Fire Captain (2)	1.00		2.00	
		<u>3.00</u>		<u>4.00</u>	
(1)	Position unfunded in FY 2010/11				
(2)	85% of salary paid from non-general funds for FY 2011/12				
(3)	Vacant				

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 2009-10 & FY 2010-11				
<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 * Purchased two fire engines * Tested all ground ladders to meet NFPA standards 				
Action Plan for FY 2011-12				
<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 * Clean all ducting in Sation HVAC System * Replace carpeting at two fire stations * Place new truck company into service * Test all ground ladders to meet NFPA standards * Replace Firefighter turnout safety equipment * Replace Firefighter brush gear safety equipment 				
PERFORMANCE MEASURES	Actual	Actual	Estimated	Objective
	FY 08-09	FY 09-10	FY 10-11	FY 11-12
Service Levels				
Maintenance (repairs/man-hours)				
Alarm/Communications Systems	200/400	200/400	200/400	200/400
Structural Repairs	75/2500	75/2000	100/2000	100/2000
Carpentry	30/900	30/900	30/900	30/900
Plumbing	80/300	80/300	100/300	100/300
Electrical	45/1500	50/1500	50/1500	50/1500
Preventive Maintenance	75/800	90/800	90/800	90/800
Station Equipment	40/225	50/200	50/200	0
Equipment Maintenance				
Underground Fuel Tank Test	6	3	3	6
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	2,400	2,400	1,800

GENERAL FUND

FIRE DEPARTMENT		ACCOUNTING UNIT			
Fire Maintenance		01115360			
Object Code	LINE ITEM RESOURCES	ACTUAL FY 08-09	ACTUAL FY 09-10	ADOPTED FY 10-11	APPROVED FY 11-12
61000	Salaries Regular	356,421	222,835	121,810	238,109
61020	Salaries Part-Time	17,301	17,732	17,530	17,750
61040	Salaries Overtime	15,748	17,619	18,190	18,190
61100	Retirement-Employer Contrib	62,102	31,893	25,550	54,621
61105	Employee PERS Contribution	0	0	0	0
61110	Part-time Retirement	0	0	0	720
61120	Medicare Insurance	1,116	2,898	0	1,341
61130	Health Insurance	41,527	29,667	2,195	17,775
61170	Retiree Health Benefits	6,001	4,313	2,935	5,650
61180	Worker Compensation Insurance	47,624	25,021	5,130	24,569
	SUBTOTAL PERSONNEL	547,840	351,978	193,340	378,725
62000	Utilities	184,058	181,918	220,345	220,345
62010	Communications	1,448	1,388	2,000	2,000
62120	Training, Transpo, Meeting	(221)	0	350	350
62140	Membership, Subscription & Dues	785	0	0	0
62300	Contract Svs-Professional	167,473	196,659	150,500	126,000
62310	Janitori & Hsekeep	0	2,790	250	3,000
62320	Maintenance & Repair Buildings & Ground	0	1,065	0	0
62322	M & R Mach & Equip	287	19,371	0	0
	SUBTOTAL CONTRACTUAL	353,829	403,190	373,445	351,695
63000	Office Supplies	0	27	0	0
63001	Misc Office Expenses	223,706	168,389	195,180	234,000
63010	Furniture & Office Equipment	0	1,201	0	0
63100	Uniforms & Tools	131,402	64,140	125,000	125,000
63101	Mechanic Tool Allowances	0	194	0	0
63200	Operating Materials & Supplies B & G	0	1,353	0	0
63202	Operating Materials & Supplies Equipment	0	24	0	0
	SUBTOTAL COMMODITIES	355,108	235,327	320,180	359,000
65000	Building Rental	0	0	105,440	105,540
65010	Rental City Equipment	69,015	69,015	54,455	64,632
	SUBTOTAL FIXED CHARGES	69,015	69,015	159,895	170,172
66200	Building Improvements	69,906	0	0	0
	SUBTOTAL CAPITAL	69,906	0	0	0
69801	IC Default Issue	0	734	0	0
	SUBTOTAL CAPITAL	0	734	0	0
	TOTAL	1,395,698	1,060,244	1,046,860	1,259,592

Class Code	AUTHORIZED PERSONNEL	ADOPTED FY 10-11		APPROVED FY 11-12	
		Full Time	Part Time	Full Time	Part Time
03080	Fire Captain (1)	1.00		2.00	
		<u>1.00</u>		<u>2.00</u>	
(1)	50% of salary from non-general funds for one position FY 2011/12				

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 08-09	ACTUAL FY 09-10	ADOPTED FY 10-11	APPROVED FY 11-12
61000	Salaries Regular	272,919	304,463	172,280	124,600
61020	Salaries Part-Time	0	0	0	0
61040	Salaries Overtime	0	39	0	0
61100	Retirement-Employer Contrib	15,754	18,494	14,270	12,000
61120	Medicare Insurance	2,261	2,461	2,535	2,535
61130	Health Insurance	40,522	38,191	31,330	25,175
61170	Retiree Health Benefits	3,576	2,817	2,725	1,260
61180	Worker Compensation Insurance	2,838	3,167	4,055	4,055
	SUBTOTAL PERSONNEL	<u>337,869</u>	<u>369,633</u>	<u>227,195</u>	<u>169,625</u>
62000	Utilities	0	65	0	0
62010	Communications	786	838	840	840
62120	Training, Transpo, Meeting	174	179	500	500
62140	Membership, Subscription & Dues	0	0	0	0
62300	Contract Svs-Professional	0	0	0	0
	SUBTOTAL CONTRACTUAL	<u>960</u>	<u>1,082</u>	<u>1,340</u>	<u>1,340</u>
63000	Office Supplies	0	23	0	0
63001	Misc Office Expenses	127	642	1,000	1,000
	SUBTOTAL COMMODITIES	<u>127</u>	<u>665</u>	<u>1,000</u>	<u>1,000</u>
	TOTAL	<u><u>338,957</u></u>	<u><u>371,380</u></u>	<u><u>229,535</u></u>	<u><u>171,965</u></u>
Class Code	AUTHORIZED PERSONNEL	ADOPTED FY 10-11		APPROVED FY 11-12	
		Full Time	Part Time	Full Time	Part Time
07090	Lead Accounting Assistant	1.00		1.00	
07010	Accounting Assistant	1.00		1.00	
		<u>2.00</u>		<u>2.00</u>	

**GENERAL FUND
DEPARTMENT RESOURCE SUMMARY**

PLANNING & BUILDING AGENCY

ACTIVITIES	ACTUAL FY 08-09	ACTUAL FY 09-10	ADOPTED FY 10-11	APPROVED FY 11-12
01116500 Administrative Services	1,881,679	1,467,058	1,809,585	1,843,920
01116510 Planning Division	2,502,599	2,122,845	2,018,230	1,990,712
01116520 New Construction	2,300,041	1,793,395	1,819,567	1,762,783
01116530 Permits & Plan Check	1,990,542	1,272,945	1,196,490	1,278,920
01116540 Community Preservation	1,529,140	1,113,215	804,644	775,984
01116550 Proactive Rental Enforcement Program	744,012	738,358	674,699	670,896
TOTAL	<u>10,948,013</u>	<u>8,507,817</u>	<u>8,323,215</u>	<u>8,323,215</u>

OPERATING EXPENSE	ACTUAL FY 08-09	ACTUAL FY 09-10	ADOPTED FY 10-11	APPROVED FY 11-12
61000 Personnel	8,812,271	6,660,140	6,070,040	6,023,969
62000 Contractual	974,889	849,375	1,107,260	1,205,822
63000 Commodities	172,454	123,992	245,345	245,345
65000 Fixed Charges	966,445	874,310	900,570	848,079
66000 Capital	21,954	0	0	0
67000 Debt Service	0	0	0	0
TOTAL	<u>10,948,013</u>	<u>8,507,817</u>	<u>8,323,215</u>	<u>8,323,215</u>

Class Code	AUTHORIZED PERSONNEL	ADOPTED FY 10-11		APPROVED FY 11-12	
		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		0.90	
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	1.00		1.00	
2280	Associate Plan Check Engineer	1.00		1.00	
2450	Associate Planner	6.60		6.55	
2300	Building Inspector	1.00		1.00	
6430	Combination Building Inspector	3.00		3.00	
9800	Combination Inspector (P/T)		0.00		0.00
2740	Community Preservation Inspector	16.00		16.00	
2310	Electrical Inspector	1.00		1.00	
7390	Executive Secretary	1.00		1.00	
2590	Permit Supervisor	1.00		1.00	
2580	Permit Technician	2.00		2.00	1.00
7320	Planning Commission Secretary	1.00		1.00	

**GENERAL FUND
DEPARTMENT RESOURCE SUMMARY**

PLANNING & BUILDING AGENCY

Class Code	AUTHORIZED PERSONNEL	ADOPTED FY 10-11		APPROVED FY 11-12	
		Full Time	Part Time	Full Time	Part Time
2320	Plumbing Inspector	2.00		2.00	
0810	Principal Planner	1.90		1.85	
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	5.65		5.95	
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		2.00
9070	Senior Clerical Aide		1.00		1.00
	TOTAL	<u>70.85</u>	<u>3.00</u>	<u>71.00</u>	<u>5.00</u>
	SECTION 5: SPECIAL REVENUE				
31-505	Air Quality Improvement Trust Fund	<u>1.15</u>	<u>0.00</u>	<u>1.00</u>	<u>0.00</u>
		1.15	0.00	1.00	0.00
	TOTAL	<u>72.00</u>	<u>3.00</u>	<u>72.00</u>	<u>5.00</u>
<p><i>\$1,450,000 in salary and benefits for Community Preservation 11-509 funded 'by CDBG Fund 13518783 in FY 11-12</i></p>					

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 08-09	ACTUAL FY 09-10	ADOPTED FY 10-11	APPROVED FY 11-12
61000	Salaries & Wages-Regular	629,598	369,088	454,515	464,104
61010	Retirement Payouts	0	0	0	0
61020	Salaries & Wages-Temporary	0	17,036	0	8,189
61040	Salaries & Wages-Overtime	110	0	0	0
61100	Retirement Plan	34,528	27,092	36,360	51,813
61120	Medicare Insurance	5,802	4,624	5,610	5,850
61130	Employees Insurance	64,156	44,295	55,345	57,278
61170	Retiree Medical Insurance	7,311	3,214	7,955	6,599
61180	Compensation Insurance	13,747	7,304	9,395	8,452
	SUBTOTAL PERSONNEL	<u>755,253</u>	<u>472,653</u>	<u>569,180</u>	<u>602,285</u>
62010	Communications	5,992	3,957	10,045	10,045
62120	Training & Transportation	8,464	1,673	26,850	26,850
62140	Other Agency Services	1,500	1,963	1,830	1,830
62320	M&R Buildings & Grounds	0	0	5,340	5,340
62322	M&R Machinery & Equipment	132	12	28,000	28,000
62300	Other Contractual Services	49,367	5,085	101,265	101,265
62501	Lease Payments	414,058	413,975	414,120	415,505
62700	Auto Expense	0	4,500	0	6,000
	SUBTOTAL CONTRACTUAL	<u>479,513</u>	<u>431,165</u>	<u>587,450</u>	<u>594,835</u>
63000	Office Supplies	0	0	0	0
63001	Non-Consumable Items	0	0	0	0
63001	Operating Materials & Supplies	3,059	1,000	9,110	9,110
	SUBTOTAL COMMODITIES	<u>3,059</u>	<u>1,000</u>	<u>9,110</u>	<u>9,110</u>
65010	Rental, City Equipment	6,165	6,155	6,155	0
65100	Insurance (Risk Management)	203,070	203,070	203,070	203,070
65000	Building & Site Rental	434,620	353,015	434,620	434,620
	SUBTOTAL FIXED CHARGES	<u>643,855</u>	<u>562,240</u>	<u>643,845</u>	<u>637,690</u>
66400	Machinery & Equipment	0	0	0	0
66600	Books, Records & Video	0	0	0	0
63001	Computer Software	0	0	0	0
	SUBTOTAL CAPITAL	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>
67200	Capitalized Lease Obligation	0	0	0	0
	SUBTOTAL DEBT SERVICE	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>
	TOTAL	<u>1,881,679</u>	<u>1,467,058</u>	<u>1,809,585</u>	<u>1,843,920</u>

Class Code	AUTHORIZED PERSONNEL	ADOPTED FY 10-11		APPROVED FY 11-12	
		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	<u>6.00</u>	<u>0.00</u>	<u>6.00</u>	<u>0.00</u>

GENERAL FUND

PLANNING & BUILDING AGENCY	PROGRAM
Planning Division	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 FY 2010-2011

- * Adopted Transit Zoning Code – contributing to successful transit grant application
- * Awarded SCAG Compass Blueprint grant for Harbor Boulevard Corridor Study
- * Maintained a 24-hour response time for counter phone calls.
- * Maintained a 35-day turna round time for DRC comments.
- * Successfully facilitated design review and approval process for two major development projects – Marriott Hotel and Lyon Properties 300-unit residential development, resulting in continued new development at MacArthur

Action Plan for FY 2011-2012

- * Adopt a new plan for Harbor Boulevard Corridor to implement Housing Element and aid in meeting new greenhouse gas reduction policies
- * Adopt Housing Opportunity Ordinance to implement Housing Element and provide for new affordable housing opportunities
- * Expand services and public outreach opportunities through the use of digital technology
- * Maintain a 35-day turn around time for Development Review applications.
- * Maintain a 24-hour phone call response time.

PERFORMANCE MEASURES	Actual	Actual	Estimated	Objective
	FY 08-09	FY 09-10	FY 10-11	FY 11-12
Service Levels				
No. of Planning Applications Reviewed	5,413	2,703	2,726	2,862
No. of Environmental Reviews	211	177	87	96
No. of Site Plan Reviews	67	52	51	56
No. of Historic Applications	91	45	27	31
No. of Certificate of Occupancy's Reviewed	1,542	1,122	1,149	1,206
No. of Customers Assisted at the Planning Counter	15,934	16,885	16,169	16,977
Efficiency				
Avg. No. of review days for DRC applications	32.8	33.5	33.4	33.2
% of DRC applications reviewed within 35-days	95%	96.4%	94%	96%
% of phone calls returned within 24-hours	100%	95%	98%	100%

GENERAL FUND

PLANNING & BUILDING AGENCY		ACCOUNTING UNIT			
Planning Division		01116510			
Object Code	LINE ITEM RESOURCES	ACTUAL FY 08-09	ACTUAL FY 09-10	ADOPTED FY 10-11	APPROVED FY 11-12
61000	Salaries & Wages-Regular	1,824,531	1,510,896	1,315,765	1,223,983
61020	Salaries & Wages-Temporary	11,573	0	0	11,741
61040	Salaries & Wages-Overtime	0	24	0	0
61100	Retirement Plan	100,975	100,413	105,260	133,908
61110	Part-Time Retirement	0	203	0	440
61120	Medicare Insurance	20,890	18,350	15,850	16,190
61130	Employees Insurance	207,918	159,251	151,085	157,777
61170	Retiree Medical Insurance	25,883	20,985	23,025	15,303
61180	Compensation Insurance	27,932	22,816	18,985	20,694
	SUBTOTAL PERSONNEL	2,219,702	1,832,937	1,629,970	1,580,036
62010	Communications	34,733	21,764	28,795	28,795
62120	Training & Transportation	14,554	4,187	24,910	24,910
62200	Advertising	3,885	5,721	43,085	43,085
62140	Membership, Subscription & Dues	9,370	5,859	7,405	7,405
62302	Other Personnel Services	7,549	6,436	20,800	20,800
62322	M&R Machinery & Equipment	3,186	900	1,050	1,050
62300	Other Contractual Services	131,028	171,542	124,535	140,712
62600	Parking Validation	0	2,982	1,830	1,830
62700	Auto Expense	0	2,650	2,400	2,400
	SUBTOTAL CONTRACTUAL	204,305	222,042	254,810	270,987
63001	Operating Materials & Supplies	65,712	54,434	126,525	126,525
63100	Uniforms & Tools	0	553	0	0
	SUBTOTAL COMMODITIES	65,712	54,987	126,525	126,525
65010	Equipment Rental, City	12,880	12,880	6,925	13,164
	SUBTOTAL FIXED CHARGES	12,880	12,880	6,925	13,164
66400	Machinery & Equipment	0	0	0	0
66600	Books, Records & Videos	0	0	0	0
63001	Computer Software	0	0	0	0
	SUBTOTAL CAPITAL	0	0	0	0
	TOTAL	2,502,599	2,122,845	2,018,230	1,990,712

Class Code	AUTHORIZED PERSONNEL	ADOPTED FY 10-11		APPROVED FY 11-12	
		Full Time	Part Time	Full Time	Part Time
2500	Planning Manager *	0.95		0.90	
0810	Principal Planner*	1.90		1.85	
2470	Senior Planner*	2.75		2.75	
2450	Associate Planner * **	6.60		6.55	
2440	Assistant Planner II	1.00		1.00	
7320	Planning Commission Secretary	1.00		1.00	
7330	Senior Office Assistant *	0.65		0.95	
	Clerk Typist II		0.00		0.00
	TOTAL	14.85	0.00	15.00	0.00

* 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 2010-2011					
<ul style="list-style-type: none"> * Conducted over 1,900 New Construction and Occupancy inspections per month. * 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. 					
Action Plan for FY 2011-2012					
<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. * 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 08-09	FY 09-10	FY 10-11	FY 11-12
Service Levels					
Total Inspections		39,205	22,098	23,820	25,202
Certificate of Occupancy Inspections		2,760	3,085	2,050	2,100
Training (employee hours)		980	833	835	840

GENERAL FUND

PLANNING & BUILDING AGENCY		ACCOUNTING UNIT			
New Construction		01116520			
Object Code	LINE ITEM RESOURCES	ACTUAL FY 08-09	ACTUAL FY 09-10	ADOPTED FY 10-11	APPROVED FY 11-12
61000	Salaries & Wages-Regular	1,639,530	1,252,596	1,227,165	1,114,635
61020	Salaries & Wages-Temporary	42,008	41,377	40,650	39,465
61040	Salaries & Wages-Overtime	6,307	363	48,045	48,045
61100	Retirement Plan	90,214	83,314	98,175	117,980
61110	Part-Time Retirement	0	1,275	1,525	1,480
61120	Medicare Insurance	22,387	17,589	16,900	15,275
61130	Employees Insurance	180,342	140,649	163,665	178,785
61170	Retiree Health Benefits	22,253	18,321	21,475	12,185
61180	Compensation Insurance	93,295	61,238	16,080	57,815
	SUBTOTAL PERSONNEL	2,096,336	1,616,722	1,633,680	1,585,665
62010	Communications	36,202	19,513	22,540	22,540
62120	Training & Transportation	9,475	4,630	7,370	7,370
62140	Membership, Subscription & Dues	1,383	1,350	550	550
62302	Other Personnel Services	0	0	32,790	32,790
62322	M&R Machinery & Equipment	146	0	835	835
62300	Other Contractual Services	30,630	30,920	22,760	22,760
	SUBTOTAL CONTRACTUAL	77,836	56,413	86,845	86,845
63200	Operating Buildings & Grounds	0	0	0	0
63001	Operating Materials & Supplies	17,349	11,740	24,045	24,045
	SUBTOTAL COMMODITIES	17,349	11,740	24,045	24,045
65010	Equipment Rental, City	108,520	108,520	74,997	66,228
	SUBTOTAL FIXED CHARGES	108,520	108,520	74,997	66,228
66400	Machinery & Equipment	0	0	0	0
66600	Books, Records & Films	0	0	0	0
63001	Computer Software	0	0	0	0
	SUBTOTAL CAPITAL	0	0	0	0
	TOTAL	2,300,041	1,793,395	1,819,567	1,762,783
Class Code	AUTHORIZED PERSONNEL	ADOPTED FY 10-11		APPROVED FY 11-12	
		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	1.00		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	17.00	2.00	17.00	2.00

GENERAL FUND

PLANNING & BUILDING AGENCY		PROGRAM		
Permits & Plan Check		01116530		
Statement of Purpose				
<p><i>To prudently enforce construction and occupancy laws and promote an attractive environment for development by providing efficient delivery of plan check and permit services.</i></p> <p>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.</p>				
Accomplishments in FY 2010-2011				
<ul style="list-style-type: none"> * The Permits and Plan Check Section processed approximately 6,600 permits and assisted more than 13,500 customers. * It continued to maintain a highly competent plan check engineering staff by encouraging seminar training based on the newly adopted California Building Code Standards. <p>This section processed the plans for a number of major projects, including Marriott Courtyard Hotel, Audi Remodel and expansion, Olen Properties, Alton Court, Wintersburg Church expansion and others.</p>				
Action Plan for FY 2011-2012				
<ul style="list-style-type: none"> * Continue to participate in eth emergency response plan for the Planning and Building Agency. * Be a key player in major development projects: Lyon Homes, TAVA Development, One Broadway Plaza, Promenade Pointe and others. * Continue to provide adequate staffing of plan check engineers to ensure timely turn-around time. * Continue to successfully implement new Building Codes while attending training seminars to stay up to date with the most curent engineering codes and regulations. 				
PERFORMANCE MEASURES	Actual	Actual	Estimated	Objective
	FY 08-09	FY 09-10	FY 10-11	FY 11-12
Service Levels				
# of building plans checked	1,107	990	1,051	1,100
# of building permits issued	2,219	2,035	2,506	2,575
# of electrical plans checked	413	390	531	550
# of electrical permits issued	1,826	1,606	2,066	2,080
# of plumbing plans checked	106	89	168	175
# of plumbing permits issued	975	856	1,087	1,095
# of mechanical-solar plans checked	101	92	190	200
# of mechanical-solar permits issued	686	723	968	1,016
# of occupancy permits issued	1,800	3,085	1,961	2,100
# of grading permits issued	13	15	17	20
EFFICIENCY				
# of plans checked within 72 hours	718	537	618	650
% of plans checked within 72 hours	36%	32%	35%	37%
EFFECTIVENESS				
% of total building plans completed within 3 weeks	95%	74.2%	85%	95%
* "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 08-09	ACTUAL FY 09-10	ADOPTED FY 10-11	APPROVED FY 11-12
61000	Salaries & Wages-Regular	1,476,279	952,219	876,065	815,250
61020	Salaries & Wages-Temporary	21,162	21,641	21,190	67,670
61040	Salaries & Wages-Overtime	32,262	30,181	20,000	20,000
61100	Retirement Plan	82,347	65,768	70,085	87,435
61110	Part-Time Retirement	0	0	795	2,540
61120	Medicare Insurance	17,122	13,138	11,640	11,470
61130	Employees Insurance	141,656	82,585	82,220	94,175
61170	Retiree Medical Insurance	19,711	14,217	15,330	9,420
61180	Compensation Insurance	18,875	13,584	15,630	12,425
	SUBTOTAL PERSONNEL	1,809,413	1,193,333	1,112,955	1,120,385
62010	Communications	17,358	14,642	17,420	17,420
62120	Training & Transportation	4,663	4,379	8,225	8,225
62140	Membership, Subscription & Dues	2,094	1,683	3,775	3,775
62302	Other Personnel Services	19,367	0	0	0
62322	M&R Machinery & Equipment	607	420	3,480	3,480
62300	Other Contractual Services	82,292	38,182	14,435	89,435
	SUBTOTAL CONTRACTUAL	126,381	59,306	47,335	122,335
63000	Office Supplies	0	205	0	0
63001	Non-Consumable Items	0	0	0	0
63001	Operating Materials & Supplies	33,861	20,102	36,200	36,200
	SUBTOTAL COMMODITIES	33,861	20,306	36,200	36,200
65000	Building Rental	0	0	0	0
	SUBTOTAL FIXED CHARGES	0	0	0	0
66600	Books, Records & Films	0	0	0	0
66400	Machinery & Equipment	19,968	0	0	0
66510	Computer Software	919	0	0	0
	SUBTOTAL CAPITAL	20,887	0	0	0
	TOTAL	1,990,542	1,272,945	1,196,490	1,278,920

Class Code	AUTHORIZED PERSONNEL	ADOPTED FY 10-11		APPROVED FY 11-12	
		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	1.00		1.00	
1410	Assistant Plan Check Engineer II	1.00		1.00	
2590	Permit Supervisor	1.00		1.00	
2580	Permit Technician	2.00		2.00	1.00
7330	Senior Office Assistant	2.00		2.00	
9780	Customer Service Clerk		1.00		2.00
	TOTAL	9.00	1.00	9.00	3.00

GENERAL FUND

PLANNING & BUILDING AGENCY		PROGRAM		
Community Preservation		01116540		
Statement of Purpose				
<p><i>To improve the integrity of our neighborhoods through personalized neighborhood contact, education in code requirements, quality inspections, responsive and dedicated personnel, and innovative processes.</i></p> <p>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.</p>				
Accomplishments in FY 2010-2011				
<ul style="list-style-type: none"> * 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. * 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 2011-2012				
<ul style="list-style-type: none"> * Maintain a 72-hour response time for complaints. * Maintain a collaborative effort with Public Works and the Police Department for addressing graffiti, vendors and Marijuana dispensaries. * 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 08-09	FY 09-10	FY 10-11	FY 11-12
Service Levels				
Number of Notices of Violations issued	443	446	535	530
Number of citations issued	4,263	5,332	5,225	5,330
Number of complaints recorded (citizen)	5,492	6,492	7,076	7,100
Number of observed complaints (inspectors)	8,726	8,925	4,605	4,700
Number of violations recorded	18,134	15,417	11,223	11,500
Number of inspections conducted	28,436	23,126	22,154	23,685

GENERAL FUND

PLANNING & BUILDING AGENCY		ACCOUNTING UNIT			
Community Preservation		01116540			
Object Code	LINE ITEM RESOURCES	ACTUAL FY 08-09	ACTUAL FY 09-10	ADOPTED FY 10-11	APPROVED FY 11-12
61000	Salaries & Wages-Regular	998,995	702,792	400,025	432,295
61020	Salaries & Wages-Temporary	41,958	0	0	0
61040	Salaries & Wages-Overtime	(503)	196	5,000	5,000
61100	Retirement Plan	52,508	38,884	29,610	24,080
61120	Medicare Insurance	10,191	7,849	5,365	3,080
61130	Employees Insurance	122,967	98,019	70,570	75,635
61170	Retiree Medical Insurance	11,367	8,339	6,480	3,025
61180	Compensation Insurance	20,139	11,851	7,740	4,520
	SUBTOTAL PERSONNEL	1,257,621	867,931	524,790	547,635
62010	Communications	27,831	20,475	36,045	36,045
62120	Training & Transportation	4,983	7,050	11,750	11,750
62200	Advertising	(4,978)	0	0	0
62140	Membership, Subscription & Dues	0	0	14,350	14,350
62322	M&R Machinery & Equipment	1,198	439	395	395
62300	Other Contractual Services	47,769	42,742	28,285	28,285
62302	Other Personnel Services	2,211	6,308	30,000	30,000
	SUBTOTAL CONTRACTUAL	79,014	77,014	120,825	120,825
63000	Office Supplies	0	2,119	0	0
63200	Operating M & S Bldgs & Grounds	0	0	0	0
63001	Operating Materials & Supplies	45,312	29,817	35,200	35,200
	SUBTOTAL COMMODITIES	45,312	31,936	35,200	35,200
65010	Equipment Rental, City	146,125	136,335	123,829	72,324
65400	Indirect Cost	0	0	0	0
	SUBTOTAL FIXED CHARGES	146,125	136,335	123,829	72,324
66400	Machinery & Equipment	0	0	0	0
66600	Books, Records & Video	1,067	0	0	0
63001	Computer Software	0	0	0	0
	SUBTOTAL CAPITAL	1,067	0	0	0
	TOTAL	1,529,140	1,113,215	804,644	775,984

Class Code	AUTHORIZED PERSONNEL	ADOPTED FY 10-11		APPROVED FY 11-12	
		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	12.00		12.00	
9800	Combination Inspector (P/T)		0.00		0.00
7270	Secretary	1.00		1.00	
7330	Senior Office Assistant	2.00		2.00	
	TOTAL	19.00	0.00	19.00	0.00

\$1,450,000 in salary and benefits funded by CDBG Fund 135 in FY 11-12.

GENERAL FUND

PLANNING & BUILDING AGENCY		PROGRAM			
Proactive Rental Enforcement Program		01116550			
Statement of Purpose					
<p><i>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.</i></p> <p>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.</p>					
Accomplishments in FY 2010-2011					
<ul style="list-style-type: none"> * The Proactive Rental Enforcement Program completed inspections in the southcoast and westend areas 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 2011-2012					
<ul style="list-style-type: none"> * 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 08-09	FY 09-10	FY 10-11	FY 11-12
Service Levels					
Inspection areas		2	2	2	2
Total inspections		8,000	8,000	8,000	8,000
Reinspections		3,500	3,500	3,500	3,500
Gold Seal Inspections		150	150	150	150

GENERAL FUND

PLANNING & BUILDING AGENCY		ACCOUNTING UNIT			
Proactive Rental Enforcement Program		01116550			
Object Code	LINE ITEM RESOURCES	ACTUAL FY 08-09	ACTUAL FY 09-10	ADOPTED FY 10-11	APPROVED FY 11-12
61000	Salaries & Wages-Regular	540,379	545,358	472,050	478,768
61040	Salaries & Wages-Overtime	6,054	0	1,000	1,000
61100	Retirement Plan	29,819	35,662	37,765	39,435
61120	Medicare Insurance	2,740	5,097	4,170	1,520
61130	Employees Insurance	80,039	75,070	67,540	57,470
61170	Retiree Medical Insurance	7,503	7,949	8,260	3,800
61180	Compensation Insurance	7,412	7,430	8,680	5,970
	SUBTOTAL PERSONNEL	<u>673,946</u>	<u>676,565</u>	<u>599,465</u>	<u>587,963</u>
62010	Communications	2,832	1,635	4,075	4,075
62120	Training & Transportation	302	0	1,065	1,065
62140	Membership, Subscription & Dues	0	0	405	405
62322	M&R Machinery & Equipment	0	0	110	110
62300	Other Contractual Services	4,706	1,800	4,340	4,340
	SUBTOTAL CONTRACTUAL	<u>7,840</u>	<u>3,435</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	7,162	4,023	14,265	14,265
	SUBTOTAL COMMODITIES	<u>7,162</u>	<u>4,023</u>	<u>14,265</u>	<u>14,265</u>
65010	Equipment Rental, City	21,160	20,970	17,609	25,308
65220	Treasury Service Charge	33,905	33,365	33,365	33,365
	SUBTOTAL FIXED CHARGES	<u>55,065</u>	<u>54,335</u>	<u>50,974</u>	<u>58,673</u>
	TOTAL	<u>744,012</u>	<u>738,358</u>	<u>674,699</u>	<u>670,896</u>

Class Code	AUTHORIZED PERSONNEL	ADOPTED FY 10-11		APPROVED FY 11-12	
		Full Time	Part Time	Full Time	Part Time
0070	Senior Community Pres. Inspector	1.00		1.00	
2740	Community Preservation Inspector	4.00		4.00	
	TOTAL	<u>5.00</u>	<u>0.00</u>	<u>5.00</u>	<u>0.00</u>

**GENERAL FUND
DEPARTMENT RESOURCE SUMMARY**

PUBLIC WORKS AGENCY

ACTIVITIES	ACTUAL FY 08-09	ACTUAL FY 09-10	ADOPTED FY 10-11	APPROVED FY 11-12		
01117610 Trans Planning & Project Management	1,274,000	1,274,000	1,274,000	1,274,000		
01117620 Traffic Signal Maintenance	1,448	155,101	0	0		
01117625 Roadway Markings & Signs	791,328	693,729	623,760	581,365		
01117630 Street Lighting	3,036,291	2,876,557	2,776,240	2,818,635		
01117660 Roadway Maintenance	(42)	33,825	0	0		
TOTAL	----- 5,103,025 =====	----- 5,033,212 =====	----- 4,674,000 =====	----- 4,674,000 =====		
OPERATING EXPENSE	ACTUAL FY 08-09	ACTUAL FY 09-10	ADOPTED FY 10-11	APPROVED FY 11-12		
61000 Personnel	125,372	99,995	0	0		
62000 Contractual	3,993,657	4,241,099	4,016,275	4,024,810		
63000 Commodities	80,274	79,784	130,000	130,000		
65000 Cross Charges	174,450	174,450	331,065	285,765		
66000 Capital	729,270	437,884	196,660	233,425		
TOTAL	----- 5,103,023 =====	----- 5,033,212 =====	----- 4,674,000 =====	----- 4,674,000 =====		
Class Code	AUTHORIZED PERSONNEL		ADOPTED FY 10-11		APPROVED FY 11-12	
			Full Time	Part Time	Full Time	Part Time
SECTION 3: INTERNAL SVS. FUNDS						
08617Var	Engineering Services	38.05		27.00	35.85	27.00
10117Var	Administrative Services	29.45		8.00	28.45	8.00
	SUBTOTAL	----- 67.50		----- 35.00	----- 64.30	----- 35.00
SECTION 5: SPECIAL REVENUE FUNDS						
SECTION 6: ENTERPRISE FUNDS						
05617640	Sanitary Sewer Services	14.70		1.00	14.70	3.25
05717640	Federal Clean Water Protection Enterprise	7.75		0.00	4.95	0.25
060170Var	Water Enterprise	31.55		10.00	34.55	14.00
06817Var	Sanitation Enterprise	39.50		13.00	41.50	15.25
06917640	Refuse Collection	3.00		0.00	3.00	0.25
	SUBTOTAL	----- 96.50		----- 24.00	----- 98.70	----- 33.00
	TOTAL PERSONNEL	----- 164.00 =====		----- 59.00 =====	----- 163.00 =====	----- 68.00 =====

GENERAL FUND

PUBLIC WORKS AGENCY
Transportation Planning & Project Management

FUND 011
Department 17
Program 610

ACCOUNT Code	LINE ITEM RESOURCES	ACTUAL FY 08-09	ACTUAL FY 09-10	ADOPTED FY 10-11	APPROVED FY 11-12
62251	Other Agency Services	1,274,000	1,274,001	1,274,000	1,274,000
		-----	-----	-----	-----
	SUBTOTAL CONTRACTUAL	1,274,000	1,274,001	1,274,000	1,274,000
	TOTAL	1,274,000	1,274,001	1,274,000	1,274,000
		=====	=====	=====	=====

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
Traffic Signal Maintenance

FUND 011
Department 17
Program 620

Account Code	LINE ITEM RESOURCES	ACTUAL FY 08-09	ACTUAL FY 09-10	ADOPTED FY 10-11	APPROVED FY 11-12
62000	Utilities	(4,509)	0	0	0
62010	Communication	60	0	0	0
62300	Contract Services - Professional	0	0	0	0
62321	M&R Improvements	5,890	155,091	0	0
	SUBTOTAL CONTRACTUAL	----- 1,441	----- 155,091	----- 0	----- 0
63001	Miscellaneous Operating Expenses	7	10	0	0
	SUBTOTAL COMMODITIES	----- 7	----- 10	----- 0	----- 0
	TOTAL	1,448 =====	155,101 =====	0 =====	0 =====
<p><i>This activity was transferred to Special Revenues Accounting Unit 02917620 in FY 08/09.</i></p>					

GENERAL FUND

PUBLIC WORKS AGENCY		ACCOUNTING UNIT			
Roadway Markings & Signs		01117625			
Statement of Purpose					
Provide safe traffic and pedestrian movement by maintaining and standardizing signs and painting legends.					
Accomplishments in FY 09-10 & FY 10-11					
<p><u>FY 09-10</u></p> <ul style="list-style-type: none"> * Continued installation of new standard street name signs as needed and to meet new California regulations * Continued replacement of painted crosswalks and legends with thermoplastic on all first-time work and City street projects. * Renewed contract for annual roadway markings and signs maintenance operations. * Renewed specifications for annual guardrail/fencing maintenance contract. * Repainted all painted curb north of First Street. * Repainted all painted curb south of First Street. <p><u>FY 10-11</u></p> <ul style="list-style-type: none"> * Continued installation of new standard street name signs throughout various neighborhoods. * Developed strategy to replace traffic signs in neighborhoods throughout the city. * Renewed and administered contract for annual roadway markings and sign maintenance operations. * Developed an electronic database and data collection program for all traffic sign maintenance. * Awarded contract for annual guardrail/fencing maintenance. 					
Action Plan for FY 2011-12					
<ul style="list-style-type: none"> * Conduct signage regulation training to assist in research and selection of most efficient traffic and sign management system based on our resources. * Research GIS-based traffic inventory systems used by other communities and report findings to management for selection. * Inventory and collect data of traffic signs and sign replacements in neighborhoods. * Reduce signage installations where determined unnecessary and utilize savings for additional signage programs. * Monitor work given to contractor, ensuring striping and roadway markings are not repainted in areas under other City construction projects. * Award new contract for roadway markings and sign maintenance, and renew contract for guardrail/fencing maintenance. 					
PERFORMANCE MEASURES		Actual	Actual	Estimated	Objective
		FY 08-09	FY 09-10	FY 10-11	FY 11-12
Service Level					
Striping (all types - linear feet)		2,550,000	2,550,000	2,298,036	2,300,000
# of painted legends		19,000	19,000	1,301	2,000
# of painted curbs		56,000	56,000	200,000	10,000
# of signs repaired/replaced		1,000	2,679	2,214	5,000
# painted arrows			3,875	2,674	3,200

GENERAL FUND

PUBLIC WORKS AGENCY
Roadway Markings & Signs

FUND 011
Department 17
Activity 625

Account Code	LINE ITEM RESOURCES	ACTUAL FY 08-09	ACTUAL FY 09-10	ADOPTED FY 10-11	APPROVED FY 11-12
61000	Salaries Regular	85,663	68,591	0	0
61040	Salaries Overtime	4,125	2,758	0	0
61100	Retirement-Employer Contribution	4,182	4,481	0	0
61120	Medicare Insurance	1,268	1,016	0	0
61130	Health Insurance	16,260	12,332	0	0
61170	Retiree Health Benefits	1,692	1,060	0	0
61180	Workers' Compensation Insurance	12,183	9,757	0	0
	SUBTOTAL PERSONNEL	----- 125,372	----- 99,995	----- 0	----- 0
62300	Contract Services - Professional	579,650	505,996	455,275	455,275
	SUBTOTAL CONTRACTUAL	----- 579,650	----- 505,996	----- 455,275	----- 455,275
63001	Miscellaneous Operating Expenses	55,405	56,837	100,000	100,000
	SUBTOTAL COMMODITIES	----- 55,405	----- 56,837	----- 100,000	----- 100,000
65010	Rental City Equipment	30,900	30,900	33,180	0
65240	Public Works Admin Charges	0	0	35,305	26,090
	SUBTOTAL CROSS CHARGES	----- 30,900	----- 30,900	----- 68,485	----- 26,090
	TOTAL	----- 791,328	----- 693,729	----- 623,760	----- 581,365

GENERAL FUND

PUBLIC WORKS AGENCY
Street Lighting

ACCOUNTING UNIT
01117630

Statement of Purpose

Provide 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 09-10 & 10-11

FY 09-10

- * Continued investigation of the feasibility of installing energy-saving devices on City-owned lighting. Installed 2 pilot LED street light 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 recabling project in Floral Park neighborhood and Broadway circuit.

FY 10/11

- * Began retrofit of obsolete incandescent street lights.
- * Began installing energy-efficient street lights.
- * Completed updated inventory and GIS mapping of safety lights citywide.
- * Continued investigation of implementing LED technology on City-owned lighting.
- * Issue RFP for LED street light retrofit.
- * Continued plan review of all new projects that include new street lighting.

Action Plan for FY 2011-12

- * Complete retrofit of obsolete incandescent street lights.
- * Retrofit 253 streetlights with energy-efficient LED street lights.
- * Monitor and evaluate LED energy usage on street light pilot projects.
- * Continue investigation of energy-saving devices for implementation on City-owned lighting.
- * Continue plan review of all new projects that include new street lighting.
- * Research and implement systematic relamping program for safety lights.
- * Complete updating inventory of City-owned street lights.

PERFORMANCE MEASURES	Actual	Actual	Estimated	Objective
	FY 08-09	FY 09-10	FY 10-11	FY 11-12
Service Level				
# of Edison-owned lights - LS-1	11,414	11,414	11,397	11,397
# of City-owned lights - metered - LS-3	1,630	1,630	1,437	1,437
# of City-owned lights - unmetered - LS-2	875	875	1,277	1,289
# 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	2
Annual energy costs for street lighting (\$)	2,080,484	2,147,375	2,165,000	2,205,535

GENERAL FUND

PUBLIC WORKS AGENCY		FUND 011			
Street Lighting		Department 17			
		Program 630			
Account Code	LINE ITEM RESOURCES	ACTUAL FY 08-09	ACTUAL FY 09-10	ADOPTED FY 10-11	APPROVED FY 11-12
62000	Utilities	2,080,484	2,156,278	2,197,000	2,205,535
62300	Contract Services - Professional	527	0	0	0
62321	M&R Improvement	58,339	117,579	90,000	90,000
	SUBTOTAL CONTRACTUAL	2,139,349	2,273,857	2,287,000	2,295,535
63001	Miscellaneous Operating Expenses	24,121	21,267	30,000	30,000
	SUBTOTAL COMMODITIES	24,121	21,267	30,000	30,000
65100	Insurance Charges	143,550	143,550	143,550	143,550
65240	Public Works Admin Charges	0	0	119,030	116,125
	SUBTOTAL CROSS CHARGES	143,550	143,550	262,580	259,675
66220	Improvements Other Than Buildings	729,270	437,884	196,660	233,425
	SUBTOTAL CAPITAL	729,270	437,884	196,660	233,425
	TOTAL	3,036,291	2,876,557	2,776,240	2,818,635

GENERAL FUND

PUBLIC WORKS AGENCY
Roadway Maintenance

FUND 011
Department 17
Program 660

Account Code	LINE ITEM RESOURCES	ACTUAL FY 08-09	ACTUAL FY 09-10	ADOPTED FY 10-11	APPROVED FY 11-12
62300	Contract Services - Professional	(784)	32,155	0	0
	SUBTOTAL CONTRACTUAL	----- (784)	----- 32,155	----- 0	----- 0
63001	Miscellaneous Operating Expenses	741	1,670	0	0
	SUBTOTAL COMMODITIES	----- 741	----- 1,670	----- 0	----- 0
	TOTAL	----- (42)	----- 33,825	----- 0	----- 0
		=====	=====	=====	=====
<p><i>This activity was transferred to Special Revenues Accounting Unit 02917660 in FY 08/09.</i></p>					

GENERAL FUND

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.

SPECIAL REVENUE FUNDS

**PARKS, RECREATION & COMMUNITY SERVICES
Cable TV Fund**

**ACCOUNT UNIT
02113200**

Object Code	LINE ITEM RESOURCES	ACTUAL	ACTUAL	ADOPTED	APPROVED
		FY 08-09	FY 09-10	FY 10-11	FY 11-12
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
		-----	-----	-----	-----
		0	0	99,000	99,000
EXPENDITURES:					
62300	Contract Services - Professional	0	0	53,900	53,900
	SUBTOTAL CONTRACTUAL	-----	-----	-----	-----
		0	0	53,900	53,900
63001	Misc Office Expense	0	0	45,100	45,100
	SUBTOTAL COMMODITIES	-----	-----	-----	-----
		0	0	45,100	45,100
66400	Machinery & Equipment	0	0	0	0
	SUBTOTAL COMMODITIES	-----	-----	-----	-----
		0	0	0	0
	TOTAL	=====	=====	=====	=====
		0	0	99,000	99,000
Class Code	AUTHORIZED PERSONNEL	APPROVED FY 10-11		APPROVED FY 11-12	
		Full Time	Part Time	Full Time	Part Time
	TOTAL	-----	-----	-----	-----
		0.00	0.00	0.00	0.00
		=====	=====	=====	=====

GENERAL FUND

PARKS, RECREATION & COMMUNITY SERVICES
Parks and Recreation Special Revenue Fund

PROGRAM
02213200

Statement of Purpose

To provide additional support for park, library, recreation and zoo programs through donations and special revenue sources.

SERVICE PROGRAM

SPECIAL REVENUE FUNDS

PARKS, RECREATION & COMMUNITY SERVICES Parks and Recreation Special Revenue Fund		ACCOUNT UNIT 02213200			
Object Code	LINE ITEM RESOURCES	ACTUAL FY 08-09	ACTUAL FY 09-10	ADOPTED FY 10-11	APPROVED FY 11-12
REVENUES					
	50001 Balance from Prior Year	651,586	0	510,936	284,300
	57382 Donation-Tierra de las Pampas	26,625	0	0	0
	57381 FOSAZ Revenues	470,759	26,396	0	0
	57081 Gifts and Donations	158,835	63,035	0	0
	57010 Miscellaneous Recoveries	82,181	70,750	0	0
	58000 Earnings on Investment	19,646	5,039	0	0
		<u>1,409,632</u>	<u>165,220</u>	<u>510,936</u>	<u>284,300</u>
EXPENDITURES					
	62120 Training and Transportation	0	301	0	0
	62300 Contract Svcs. - Profesional	0	102,594	146,866	142,150
	63001 Misc. Office Expenses	0	80,351	146,866	142,150
	66220 Improvements Other than Buildings	650,000	165,399	0	0
	68000 Transfer to General Fund	0	0	217,204	0
		<u>650,000</u>	<u>348,645</u>	<u>293,732</u>	<u>284,300</u>
TOTAL ANTICIPATED EXPENDITURES					
Class Code	AUTHORIZED PERSONNEL	APPROVED FY 10-11		APPROVED FY 11-12	
		Full Time	Part Time	Full Time	Part Time
TOTAL		----- 0.00 -----	----- 0.00 -----	----- 0.00 -----	----- 0.00 -----

GENERAL FUND CAPITAL PROJECTS

Capital Outlay Fund	PROGRAM			Fund 51
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>ACTUAL</u>	<u>ADOPTED</u>	<u>APPROVED</u>
	<u>FY 08-09</u>	<u>FY 09-10</u>	<u>FY 10-11</u>	<u>FY 11-12</u>
REVENUES				
51 CAPITAL OUTLAY FUND				
50001	Balance From Prior Year	0	0	1,565,227
57303	County-Jerome Park Contribution	100,000	0	0
57010	Miscellaneous Recoveries	272,412	338,694	354,175
53317	Soccer Field Surcharge	80,061	80,577	73,935
57960	Rental of Property	0	424,930	0
58004	Interest from Constr Fund	43,763	19,936	0
58005	Interest Income Trustee	10,760	2,632	0
59000	Cell Tower Revenue from 301/011	500,000	0	0
TOTAL CAPITAL OUTLAY FUND REVENUES		<u>1,006,996</u>	<u>866,769</u>	<u>1,993,337</u>
EXPENDITURES				
05105015 Non Departmental				
66100	Land	361,945	0	0
66200	Buildings	0	0	0
66220	Improvements Other Than Buildings	280,236	4,448	0
6710	Interest-Debt Service	0	(1,228)	0
		<u>642,181</u>	<u>3,220</u>	<u>0</u>
5113263 Park Improvements				
66220	Improvements Other Than Buildings	177,558	195,992	1,191,365
68000-11	Trans. To Fund 11	0	348,315	457,797
68000-11	Trans. To Fund 11	0	0	344,175
		<u>177,558</u>	<u>544,307</u>	<u>1,993,337</u>
5113264 Recreation Improvements				
66220	Improvements Other Than Buildings	0	0	0
		<u>0</u>	<u>0</u>	<u>0</u>
<i>City Facility Improvements</i>				
66220	Improvements Other Than Buildings	7,585	0	0
		<u>7,585</u>	<u>0</u>	<u>0</u>
TOTAL CAPITAL OUTLAY EXPENDITURES		<u>827,324</u>	<u>547,527</u>	<u>1,993,337</u>
PROJECTS				
Synthetic Soccer Field Improvements				483,472
Park Improvements (Cell Tower)				177,633
Deferred Maintenance				1,051,085
State Building Improvements				88,000
Land				29,000
CIP Projects				
Santiago Park Roadway Reconstruction				60,000
Spurgeon Ballfield Electrical Panel Replacement				62,880
				<u>1,952,070</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 08-09	ACTUAL FY 09-10	ADOPTED FY 10-11	APPROVED FY 11-12
REVENUES					
57960	Rental of Property	36,000	15,000	0	0
59000-11	Transfer from Fund 011	<u>589,000</u>	<u>450,000</u>	<u>283,160</u>	<u>400,000</u>
	TOTAL	<u><u>625,000</u></u>	<u><u>465,000</u></u>	<u><u>283,160</u></u>	<u><u>400,000</u></u>
EXPENDITURES					
62000	Utilities	16,499	16,520	40,000	30,000
62300	Contract Services-Professional	<u>294,111</u>	<u>310,414</u>	<u>243,160</u>	<u>370,000</u>
	SUBTOTAL CONTRACTUAL	310,610	326,934	283,160	400,000
63001	Misc. Office Expenses	<u>2,033</u>	<u>418</u>	<u>0</u>	<u>0</u>
	SUBTOTAL COMMODITIES	2,033	418	0	0
65400	Indirect Costs	<u>403</u>	<u>139</u>	<u>0</u>	<u>0</u>
	SUBTOTAL FIXED CHARGES	403	139	0	0
66220	Improvements Other Than Buildings	<u>0</u>	<u>3,527</u>	<u>0</u>	<u>0</u>
	SUBTOTAL CAPITAL	0	3,527	0	0
	TOTAL	<u><u>313,046</u></u>	<u><u>331,018</u></u>	<u><u>283,160</u></u>	<u><u>400,000</u></u>

INTERNAL SERVICE FUND SUMMARY

DEPARTMENT/ UNIT	Actual FY 09-10	Adopted FY 10-11	Approved FY 11-12	FY 10-11	FY 11-12	% of FY 11-12 Total	<i>Increase (Decrease) Over Prior Year</i>	
							10-11 to 11-12 in \$	in %
REVENUES								
071 Central Services	803,908	808,847	744,505			1.0%	(64,342)	-8.0%
072 Copier Lease Program	61,457	76,220	76,220			0.1%	0	0.0%
073 Building Maintenance	4,139,683	3,895,495	3,907,415			5.3%	11,920	0.3%
075 Fleet Maintenance & Stores	8,510,625	8,530,076	8,406,645			11.5%	(123,431)	-1.4%
080 Liability & Property	9,211,593	9,088,100	8,088,100			11.0%	(1,000,000)	-11.0%
081 Employee Group Benefits	22,145,331	23,071,022	22,957,055			31.3%	(113,967)	-0.5%
082 Workers Compensation	9,812,857	9,372,220	9,408,710			12.8%	36,490	0.4%
085 City Yard Operations	958,581	967,150	967,150			1.3%	0	0.0%
086 Engineering Services	8,537,096	7,966,740	6,943,120			9.5%	(1,023,620)	-12.8%
101 Administration Services	5,088,005	4,775,210	4,524,410			6.2%	(250,800)	-5.3%
102 Communications Services	1,743,853	1,508,995	1,607,450			2.2%	98,455	6.5%
109 I.S Technology Plan	5,626,741	5,670,263	5,629,829			7.7%	(40,434)	-0.7%
Revenue Grand Total	76,639,731	75,730,338	73,260,608			100.0%	(2,469,729)	-3.3%
EXPENDITURES BY DEPARTMENT								
Personnel Services Agency								
08009051 Liability & Property	6,704,561	12,763,417	17,632,685	0.00	0.00	19.4%	4,869,268	38.2%
08109052 Section 125 Benefits	631,785	776,417	776,785	0.00	0.00	0.9%	368	0.0%
08109053 Employee Group Benefits	21,713,898	23,729,911	23,047,739	6.30	6.35	25.4%	(682,172)	-2.9%
08209054 Workers Compensation	7,107,005	9,368,680	10,555,435	0.00	0.00	11.6%	1,186,755	12.7%
Subtotal	36,157,250	46,638,425	52,012,644	6.30	6.35	57.3%	5,374,219	11.5%
Finance & Management Services Agency								
07110100 Central Services	777,362	984,025	984,025	4.42	4.42	1.1%	0	0.0%
07210101 Copier Lease Program	66,883	76,220	76,220	0.00	0.00	0.1%	0	0.0%
07310-Var. Building Maintenance	3,448,647	4,049,520	4,054,675	18.20	18.20	4.5%	5,155	0.1%
07510100 Fleet Maintenance	8,377,967	7,408,195	7,097,655	28.53	27.53	7.8%	(310,540)	-4.2%
07510101 Equipment Replacement	157,478	2,120,000	2,120,000	0.00	0.00	2.3%	0	0.0%
07510102 Stores & Property Control	537,081	566,635	457,730	3.03	2.03	0.5%	(108,905)	-19.2%
08510138 City Yard Operations	951,996	1,063,120	1,064,155	0.00	0.00	1.2%	1,035	0.1%
10210140 Communications Services	1,221,962	1,799,280	1,607,450	4.17	4.17	1.8%	(191,830)	-10.7%
109-110 Var. Technology Plan	6,636,921	8,181,278	8,229,222	14.30	14.30	9.1%	47,944	0.6%
Subtotal	22,176,297	26,248,273	25,691,132	72.65	70.65	28.3%	(557,141)	-2.1%
Public Works Agency								
08617610 Transport Planning./Proj. Mgr	779,854	590,645	478,550	1.55	1.55	0.5%	(112,095)	-19.0%
08617611 Construction Engineering	2,748,611	2,540,145	2,321,780	12.25	11.25	2.6%	(218,365)	-8.6%
08617612 Design Engineering	2,341,043	2,239,100	2,144,205	12.15	11.95	2.4%	(94,895)	-4.2%
08617620 Traffic Engineering	2,837,941	2,596,850	2,589,135	12.10	11.10	2.9%	(7,715)	-0.3%
10117601 Administrative Services	3,574,583	4,683,200	4,463,575	24.00	23.00	4.9%	(219,625)	-4.7%
10117605 Development Services	1,236,828	1,107,450	1,060,835	5.45	5.45	1.2%	(46,615)	-4.2%
Subtotal	13,518,860	13,757,390	13,058,080	67.50	64.30	14.4%	(699,310)	-5.1%
Expenditure Grand Total	71,852,406	86,644,088	90,761,856	146.45	141.30	100.0%	4,117,768	4.8%
INTERNAL SERVICE FUNDS PERSONNEL								
Number of Positions	173.10	146.45	141.30				(5.15)	-3.5%
as % of Total City Workforce	10.59%	9.69%	9.36%					

Note: Includes Interfund Transfers

INTERNAL SERVICE FUNDS

FINANCE & MANAGEMENT SERVICES
Central Services

PROGRAM
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 09-10 & FY 10-11

- * 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 2011-12

- * Continue to provide reprographic and mail delivery services to all City Agencies.
- * Continue to replace obsolete copiers and expand the copier lease program.

PERFORMANCE MEASURES	Actual	Actual	Estimated	Objective
	FY 08-09	FY 09-10	FY 10-11	FY 11-12
Service Level				
# of in-house impressions made	6,243,397	5,717,155	5,472,968	5,059,046
# of pieces of outgoing mail posted	393,583	465,123	363,048	425,000
Efficiency				
Aver. # of days to complete duplicating requests	1	1	1	1
% of copy requests completed w/in 2 work-days	99%	100%	100%	100%
Savings on Metered Mail	\$8,664	\$9,495	\$9,344	\$9,000

INTERNAL SERVICE FUNDS

FINANCE & MANAGEMENT SERVICES		ACCOUNTING UNIT			
Central Services		07110100			
Object Code	LINE ITEM RESOURCES	ACTUAL FY 08-09	ACTUAL FY 09-10	ADOPTED FY 10-11	APPROVED FY 11-12
REVENUES					
50001	Prior Year Carry Forward	0	0	0	0
56000	Charges to Departments	933,173	796,561	801,693	740,505
57000	Expense Reimbursement	0	0	0	0
57991	Miscellaneous Receipts	975	267	130	0
58000	Earnings on Investments	12,906	7,081	7,023	4,000
	TOTAL REVENUES	<u>947,054</u>	<u>803,908</u>	<u>808,847</u>	<u>744,505</u>
EXPENDITURES					
61000	Salaries & Wages-Regular	161,789	175,037	218,800	219,445
61020	Salaries & Wages-Temporary	40,268	21,898	29,205	29,205
61030	Salaries Participant	0	0	900	900
61040	Salaries & Wages Overtime	161	0	0	0
61100	Retirement Plan	9,468	11,823	18,380	23,720
61110	Part-Time Retirement	0	635	1,045	1,045
61120	Medicare Insurance	2,746	2,704	3,370	3,395
61130	Employees Insurance	15,289	14,768	24,210	22,720
61170	Retiree Health Insurance	2,165	1,830	3,830	2,660
61180	Compensation Insurance	3,022	3,033	3,620	3,575
	SUBTOTAL PERSONNEL	<u>234,907</u>	<u>231,727</u>	<u>303,360</u>	<u>306,665</u>
62010	Communications	4,369	3,342	4,000	4,000
62120	Training & Transportation	7,896	1,898	15,000	13,700
62300	Other Contractual Services	23,513	23,334	38,245	38,245
62302	Other Personnel Services	0	0	0	0
62322	M&R Machinery & Equipment	97,690	90,260	120,000	120,000
62501	Lease Payments	0	0	0	2,000
62600	Parking Validation	0	7,412	0	5,300
62700	Auto Expense	0	350	0	420
	SUBTOTAL CONTRACTUAL	<u>133,469</u>	<u>126,595</u>	<u>177,245</u>	<u>183,665</u>
63020	Postage	251,000	219,000	275,000	275,000
63001	Operating Materials & Supplies	72,609	72,246	76,605	76,605
	SUBTOTAL COMMODITIES	<u>323,609</u>	<u>291,246</u>	<u>351,605</u>	<u>351,605</u>
65000	Building & Site Rental	86,015	86,015	86,015	86,015
65010	Equipment Rental, City	8,180	8,180	8,180	8,180
65050	Information Services Strategic Plan	10,000	10,000	10,000	10,000
65100	Insurance (Risk Management)	8,605	8,605	8,605	8,605
65205	Internal Depts. Personnel Chrgs.	0	0	10,000	10,000
65400	Indirect Operating Expenses	19,072	14,993	29,015	19,290
	SUBTOTAL FIXED CHARGES	<u>131,872</u>	<u>127,793</u>	<u>151,815</u>	<u>142,090</u>
66000	Depreciation Expense	0	0	0	0
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>823,857</u>	<u>777,362</u>	<u>984,025</u>	<u>984,025</u>
Class Code	AUTHORIZED PERSONNEL	ADOPTED FY 10-11		APPROVED FY 11-12	
		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 08-09	ACTUAL FY 09-10	ADOPTED FY 10-11	APPROVED FY 11-12
<u>REVENUES</u>					
56000	Charges to Departments	29,278	61,420	76,000	76,000
58000	Earning on Investment	99	37	220	220
59000	Transfer from Fund 71	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>
	TOTAL REVENUES	<u><u>29,377</u></u>	<u><u>61,457</u></u>	<u><u>76,220</u></u>	<u><u>76,220</u></u>
 <u>EXPENDITURES</u>					
62300	Contractual Services - Professional	(1,285)	0	1,000	1,000
62322	Maintenance & Repair Machinery & Equip.	0	748	0	0
62501	Operating Lease Expense	37,772	66,135	75,000	75,000
66400	Machinery & Equipment	<u>0</u>	<u>0</u>	<u>220</u>	<u>220</u>
	SUBTOTAL CAPITAL	<u>36,487</u>	<u>66,883</u>	<u>76,220</u>	<u>76,220</u>
	TOTAL EXPENDITURES	<u><u>36,487</u></u>	<u><u>66,883</u></u>	<u><u>76,220</u></u>	<u><u>76,220</u></u>
	 Capital Outlay	 0	 0	 0	 0

INTERNAL SERVICE FUNDS

FINANCE & MANAGEMENT SERVICES		FUND 073			
Building Maintenance					
Object Code	LINE ITEM RESOURCES	ACTUAL FY 08-09	ACTUAL FY 09-10	ADOPTED FY 10-11	APPROVED FY 11-12
<u>REVENUES</u>					
56100	McFadden Learning Center	51,350	51,350	51,350	51,350
56101	Newhope Branch Library	49,345	49,345	49,345	49,345
56102	Rental - City Hall	1,323,280	1,323,280	1,323,645	1,335,565
56103	Rental - New Corporate Yard	615,715	615,715	615,715	615,715
56104	Rental - El Salvador Building	24,705	24,705	24,705	24,705
56105	Rental - Jerome Building	40,750	40,750	40,750	40,750
56106	Rental - Ross Annex	774,670	774,670	774,670	774,670
56107	Rental - Santa Anita Building	16,108	8,080	8,080	8,080
56108	Rental - Senior Citizen Center	43,512	51,540	51,540	51,540
56109	Rental - Police Facility	650,329	613,815	513,815	513,815
56110	Rental - Library Building	197,906	234,420	234,420	234,420
56111	Rental - Corbin Center	47,505	47,505	47,505	47,505
56112	Rental - Police Substation	7,010	7,010	7,010	7,010
56113	Rental - Southwest Senior Center	47,505	47,505	47,505	47,505
56114	Rental - Fire Department	0	0	105,440	105,440
57000	Expense Reimburement	0	0	0	0
58000	Earnings on Investments	114	(7)	0	0
59000	Transfer in from General Fund	250,000	250,000	0	0
59000	Transfer in from I.S. Fund	0	0	0	0
	TOTAL REVENUES	<u>4,139,804</u>	<u>4,139,683</u>	<u>3,895,495</u>	<u>3,907,415</u>
<u>EXPENDITURES</u>					
07310100	Building Maintenance	2,743,246	2,621,196	2,994,855	3,010,115
07310101	Custodial Services	970,794	827,451	1,054,665	1,044,560
	TOTAL EXPENDITURES	<u>3,714,040</u>	<u>3,448,647</u>	<u>4,049,520</u>	<u>4,054,675</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 10-11		APPROVED FY 11-12	
		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	8.00		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	2.00		2.00	
4005	Custodial Aide/Porter	1.00		1.00	
7280	Senior Accounting Assistant	1.00		1.00	
9170	Janitor		5.00		5.00
4140	Building Maintenance Technician (P/T)		1.00		1.00
9740	Painter (PT)		1.00		1.00
	TOTAL	<u>18.20</u>	<u>7.00</u>	<u>18.20</u>	<u>7.00</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 2010-2011				
<ul style="list-style-type: none"> * Monitored and managed energy consumption to meet energy reduction plan. * Engineered and installed a new fire alarm system for the Regional Transportation Center (RTC). * Replaced 27 HVAC units at the Corporate Yard, Southwest Senior Center, Bowers Museum and Fire Stations 4, 5, 6 and 9. * Replaced obsolete T12 fluorescent lights with T8s and electronic ballasts at Fire Stations 1-10, the RTC and Bowers Museum. * Engineered and installed new digital controls for HVAC systems at the Corporate Yard, RTC and Ross Annex. * Engineered, modified & replaced 2 obsolete gas burners to meet more stringent AQMD CO and NOx Rules at the Police Facility. * Re-roofed the Santa Anita Recreation Center and Fire Stations 5 and 7. * Completed window sealing of City Hall's floors: 6, 7 and 8 south-side. * Installed a transfer switch and hook-up for the adjacent parking structure (south of City Hall) to City Hall's main generator. 				
Action Plan for FY 2011-2012				
<ul style="list-style-type: none"> * Replace two obsolete Uninterruptable Power Supplies (UPS) at the Police Holding Facility. * Monitor and manage energy consumption to meet energy reduction plan. * Replace obsolete main electrical switch at City Hall. * Re-roof the Corbin Center. * Seal windows on the 4th and 5th floors of City Hall, south-side. * Find funds to complete \$500,000 in deferred maintenance for City facilities. * Replace condensing unit on Police Facility's Liebert HVAC unit. * Replace two industrial clothes driers and two washers at the Police Holding Facility. * Perform preventive maintenance painting of Corporate Yard facilities. 				
PERFORMANCE MEASURES	Actual	Actual	Estimated	Objective
	FY 08-09	FY 09-10	FY 10-11	FY 11-12
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 08-09	ACTUAL FY 09-10	ADOPTED FY 10-11	APPROVED FY 11-12
61000	Salaries & Wages-Regular	716,909	697,271	867,145	846,235
61020	Salaries & Wages-Temporary	0	0	0	0
61040	Salaries & Wages-Overtime	11,484	15,349	8,000	8,000
61100	Retirement Plan	39,279	49,282	68,850	84,685
61110	Part-Time Retirement	0	0	0	0
61120	Medicare Insurance	8,551	8,262	9,705	9,455
61130	Employees Insurance	110,826	110,822	133,370	117,965
61170	Retiree Health Insurance	9,804	36,207	14,345	8,795
61180	Compensation Insurance	66,675	66,044	101,215	97,915
	SUBTOTAL PERSONNEL	<u>963,528</u>	<u>983,237</u>	<u>1,202,630</u>	<u>1,173,050</u>
62000	Utilities	778,372	711,777	848,855	848,860
62010	Communications	16,492	16,908	15,000	15,000
62120	Training & Transportation	1,955	3,505	3,500	3,500
62140	Membership, Subscriptions & Dues	26,587	904	15,000	15,000
62300	Contract Services - Professional	524,046	408,570	366,000	431,500
62310	Janitorial & Housekeeping	1,988	168	0	0
62320	Maintenance & Repair Buildings & Ground	(6)	16,577	9,000	9,000
62700	Auto Expense	0	375	350	350
	SUBTOTAL CONTRACTUAL	<u>1,349,434</u>	<u>1,158,783</u>	<u>1,257,705</u>	<u>1,323,210</u>
63000	Office Supplies	3,778	173	0	0
63001	Misc. Office Expense	117,162	58,221	74,820	74,820
63100	Uniforms and Tools	1,264	618	630	630
63200	Oper. Materials & Supplies-Bldgs. & Grnds.	0	6,716	4,200	4,200
	SUBTOTAL COMMODITIES	<u>122,204</u>	<u>65,727</u>	<u>79,650</u>	<u>79,650</u>
65010	Equipment Rental, City	25,960	25,960	25,960	41,220
65050	Automation Plan	5,000	18,430	18,430	18,430
65100	Insurance (Risk Management)	11,805	11,805	11,805	11,805
65400	Indirect Operating Expenses	69,198	54,296	102,565	66,630
	SUBTOTAL FIXED CHARGES	<u>111,963</u>	<u>110,491</u>	<u>158,760</u>	<u>138,085</u>
66000	Depreciation Expense	0	0	0	0
66200	Buildings	0	106,840	100,000	100,000
	SUBTOTAL CAPITAL	<u>0</u>	<u>106,840</u>	<u>100,000</u>	<u>100,000</u>
67200	Capitalized Lease Obligation	196,118	196,118	196,110	196,120
	SUBTOTAL DEBT SERVICE	<u>196,118</u>	<u>196,118</u>	<u>196,110</u>	<u>196,120</u>
	TOTAL	<u><u>2,743,246</u></u>	<u><u>2,621,196</u></u>	<u><u>2,994,855</u></u>	<u><u>3,010,115</u></u>

Class Code	AUTHORIZED PERSONNEL	ADOPTED FY 10-11		APPROVED FY 11-12	
		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*	8.00		8.00	
4315	Building Maintenance Aide	1.00		1.00	
7280	Senior Accounting Assistant	1.00		1.00	
4140	Building Maintenance Technician (PT)		1.00		1.00
9740	Painter (PT)		1.00		1.00
	TOTAL	<u>12.73</u>	<u>2.00</u>	<u>12.73</u>	<u>2.00</u>

* 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 2010-2011					
<ul style="list-style-type: none"> * Improved the overall effectiveness of janitorial services in all facilities listed below. * Improved the quality of floor appearance in all facilities listed below. * Reduced the cost of purchasing and stocking janitorial supplies by 30%. 					
Action Plan for FY 2011-2012					
<ul style="list-style-type: none"> * Continue to monitor the services provided by contractors with frequent inspections and communication from internal customers to assure a high level of quality service. 					
PERFORMANCE MEASURES		Actual	Actual	Estimated	Objective
		FY 08-09	FY 10-11	FY 10-11	FY 11-12
Service Level					
Custodial maint. of Santa Ana Sr. Center		5 days/wk	5 days/wk	5 days/wk	5 days/wk
Custodial maint. of Southwest Sr. Center		5 days/wk	5 days/wk	5 days/wk	5 days/wk
Custodial maint. of Memorial Center		5 days/wk	5 days/wk	5 days/wk	5 days/wk
Custodial maint. of Salgado Center		7 days/wk	7 days/wk	7 days/wk	7 days/wk
Custodial maint. of Jerome Center		5 days/wk	5 days/wk	5 days/wk	5 days/wk
Custodial maint. of Logan Center		3 days/wk	3 days/wk	3 days/wk	3 days/wk
Custodial maint. of Cypress Center		3 days/wk	3 days/wk	3 days/wk	3 days/wk
Custodial maint. of Sandpointe Center		1 days/wk	1 days/wk	1 days/wk	1 days/wk
Custodial maint. of El Salvador Center		5 days/wk	5 days/wk	5 days/wk	5 days/wk
Custodial maint. of Santa Anita Center		5 days/wk	5 days/wk	5 days/wk	5 days/wk
Custodial maint. of Cabrillo Tennis Center		3 days/wk	3 days/wk	3 days/wk	3 days/wk
Custodial maint. of Corbin Center		5 days/wk	5 days/wk	5 days/wk	5 days/wk
Custodial maint. of City Hall		5 days/wk	5 days/wk	5 days/wk	5 days/wk
Custodial maint. of Ross Annex		5 days/wk	5 days/wk	5 days/wk	5 days/wk
Custodial maint. of Corporate Yard		5 days/wk	5 days/wk	5 days/wk	5 days/wk
Custodial maint. of the Regional Transportation Center				7 days/wk	7 days/wk
Efficiency/Effectiveness					
Square feet maintained per Custodial 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

INTERNAL SERVICE FUNDS

FINANCE & MANAGEMENT SERVICES		ACCOUNTING UNIT			
Custodial Maintenance		07310101			
Object Code	LINE ITEM RESOURCES	ACTUAL FY 08-09	ACTUAL FY 09-10	ADOPTED FY 10-11	APPROVED FY 11-12
61000	Salaries & Wages-Regular	340,201	232,663	324,690	253,580
61020	Salaries & Wages-Temporary	84,061	81,417	86,160	113,390
61030	Salaries & Wages-Overtime	1,024	5	0	0
61100	Retirement Plan	20,774	19,822	27,275	27,490
61110	Part-Time Retirement	0	1,558	3,230	4,250
61120	Medicare Insurance	3,371	3,396	4,185	4,565
61130	Employees Insurance	58,411	42,775	64,635	44,930
61170	Retiree Health Insurance	4,294	13,053	5,680	3,060
61180	Compensation Insurance	41,957	27,563	48,400	42,795
	SUBTOTAL PERSONNEL	<u>554,091</u>	<u>422,251</u>	<u>564,255</u>	<u>494,060</u>
62120	Training & Transportation	450	75	0	0
62310	Janitorial & Housekeeping	351,030	358,179	412,000	412,000
62300	Other Contractual Services	0	0	0	89,720
62302	Other Personnel Services	0	0	0	0
62700	Auto Expense	0	375	350	350
	SUBTOTAL CONTRACTUAL	<u>351,480</u>	<u>358,629</u>	<u>412,350</u>	<u>502,070</u>
63001	Miscellaneous Operating Expense	3,085	752	8,000	8,000
	SUBTOTAL COMMODITIES	<u>3,085</u>	<u>752</u>	<u>8,000</u>	<u>8,000</u>
65010	Equipment Rental, City	10,105	10,105	10,105	0
65050	Automation Plan	0	0	0	0
65100	Insurance (Risk Management)	11,805	11,805	11,805	11,805
65400	Indirect Operating Expenses	40,228	23,909	48,150	28,625
	SUBTOTAL FIXED CHARGES	<u>62,138</u>	<u>45,819</u>	<u>70,060</u>	<u>40,430</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>970,794</u></u>	<u><u>827,451</u></u>	<u><u>1,054,665</u></u>	<u><u>1,044,560</u></u>
Class Code	AUTHORIZED PERSONNEL	ADOPTED FY 10-11		APPROVED FY 11-12	
		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	2.00		2.00	
4005	Custodial Aide/Porter	1.00		1.00	
9170	Janitor		5.00		5.00
	TOTAL	<u>5.47</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 08-09	ACTUAL FY 09-10	ADOPTED FY 10-11	APPROVED FY 11-12
<u>REVENUES</u>					
FUND 75 - EQUIPMENT MAINTENANCE					
50001	Prior Year Balance	0	0	0	0
56000	Charges to Departments	9,429,926	8,440,049	8,440,321	8,353,365
57006	Expense Reimbursement	28,042	15,156	17,084	10,860
57903	Sales Tax Recoveries	143,117	18,701	24,934	20,000
58000	Earnings on Investments	0	36,720	47,737	22,420
	TOTAL FUND 75 REVENUES	9,601,085	8,510,625	8,530,076	8,406,645
<u>EXPENDITURES</u>					
07510100	Fleet Maintenance	9,764,800	8,377,967	7,408,195	7,097,655
07510101	Equipment Replacement	504,224	157,478	2,120,000	2,120,000
07510102	Stores & Property Control	494,384	537,081	566,635	457,730
	TOTAL EXPENDITURES	10,763,407	9,072,526	10,094,830	9,675,385
<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	PROGRAM			
Fleet Maintenance	07510100			
Statement of Purpose				
<p><i>To provide safe, attractive, reliable, and efficient fleet equipment to all City departments through a rigorous preventive maintenance program, timely replacement schedule, and economical procurement of quality equipment.</i></p> <p>This program is responsible for the acquisition, maintenance, repair, and replacement of City vehicles, construction equipment, fire apparatus, maintenance equipment, and motorcycles. This program is also responsible for new Police car conversions, parts inventory, custom fabrication, and fueling operations (gasoline, diesel, CNG, electricity, propane, and hydrogen).</p>				
Accomplishments in FY 2010-2011				
<ul style="list-style-type: none"> * Adopted new Fleet Business Plan and 5-Year Alternative Energy Plan * Received award as one of the "100 Best Fleets in North America" from Bobit Publications * Completed procurement and conversion of 25 new Police cars and 2 new Fire engines * Adopted enterprise-wide use of lubricants and other re-refined oil products made from recycled oil * Passed all State-mandated inspections for aerials (fire ladders, buckets, and cranes), diesel smoke, and smog * Installed Lawson-RTA system interface to resolve duplicate data entry issues in Parts Operations unit * Implemented Paperless Office and Electronic File Room initiatives * Reopened and staffed State-certified Smog Testing Station 				
Action Plan for FY 2011-2012				
<ul style="list-style-type: none"> * Implement new Fleet Business Plan and 5-Year Alternative Energy Plan * Upgrade Compressed Natural Gas (CNG) fueling stations * Adopt new City policies on Equipment Replacement and Rental Rates * Retrofit fuel pumps with non-intervention (no card-no key) fueling system * Start fleet certification process through Fleet Counselor program * Complete requirements to comply with ARB Diesel Vehicle Disposition mandates * Implement an Integrated Business Solution (IBS) system in Parts Operations * Continue to provide Total Quality Service to all City departments 				
PERFORMANCE MEASURES	Actual	Actual	Estimated	Objective
	FY 08-09	FY 09-10	FY 10-11	FY 11-12
Service Level				
# of Vehicles maintained (Rolling Stock)	825	825	754	750
# of Specialty Equipment maintained	n/a	79	79	85
# of Preventive Maintenance jobs completed	n/a	3,574	3,600	3,600
# of General Repairs completed	n/a	10,530	10,500	10,500
# of Emission Inspections conducted	n/a	263	300	300
Efficiency				
Fleet Technicians Average Direct Labor:				
Goal	n/a	80.00%	80%	80%
Actual	n/a	81.47%	80%	80%
Variance	n/a	1.47%	0%	0%
# of items maintained per Technician:				
Vehicles	n/a	59	59	65
Specialty Equipment	n/a	6	6	10
Total	n/a	65	65	75
Effectiveness				
% of Action Plan completed	100%	100%	100%	100%
% of Unscheduled v. Scheduled Repairs	n/a	n/a	71% v. 29%	65% v. 35%

INTERNAL SERVICE FUNDS

FINANCE & MANAGEMENT SERVICES		ACCOUNTING UNIT			
Fleet Maintenance		07510100			
Object Code	LINE ITEM RESOURCES	ACTUAL FY 08-09	ACTUAL FY 09-10	ADOPTED FY 10-11	APPROVED FY 11-12
61000	Salaries & Wages-Regular	1,981,192	1,733,196	2,381,885	2,116,230
61020	Salaries & Wages-Temporary	103,654	164,434	62,900	62,900
61040	Salaries & Wages-Overtime	23,454	9,597	10,000	10,000
61100	Retirement Plan	106,489	119,848	196,090	210,775
61110	PT- Retirement	0	3,909	2,360	2,360
61120	Medicare Insurance	13,393	15,688	22,505	20,085
61130	Employees Insurance	276,176	258,318	371,985	345,910
61170	Retiree Health Insurance	26,154	25,243	40,850	21,280
61180	Compensation Insurance	249,109	241,589	285,080	250,525
62302	Other Personnel Services	1,715	152	0	0
	SUBTOTAL PERSONNEL	2,781,335	2,571,971	3,373,655	3,040,065
62010	Communications	24,227	22,958	24,630	24,630
62120	Training & Transportation	7,691	3,569	6,765	21,765
62140	Other Agency Services	0	110	4,765	4,765
62300	Other Contractual Services	99,540	50,885	70,000	70,000
62322	M&R Machinery & Equipment	655,613	607,873	610,000	761,345
62700	Auto Expense	0	2,150	2,000	2,000
	SUBTOTAL CONTRACTUAL	787,072	687,546	718,160	884,505
63001	Operating Materials & Supplies	851,160	583,632	684,030	684,030
63101	Mechanic Tool Allocation	16,526	15,071	15,000	15,000
63202	M&S Equipment	5,587	374,225	250,000	250,000
63300	Gas & Diesel	1,298,381	1,181,637	1,451,020	1,451,020
63301	Alternative Fuel	21,468	35,187	32,000	32,000
	SUBTOTAL COMMODITIES	2,193,121	2,189,752	2,432,050	2,432,050
65010	Equipment Rental, City	60,315	60,315	60,315	33,970
65020	City Yard Rent	391,740	391,740	391,740	391,740
65050	Automation Plan	30,565	30,565	30,565	30,565
65100	Insurance (Risk Management)	39,010	39,010	39,010	39,010
65400	Indirect Operating Expenses	199,158	144,678	287,700	170,750
66000	Depreciation	0	0	0	0
	SUBTOTAL FIXED CHARGES	720,788	666,309	809,330	666,035
66400	Machinery & Equipment	19,483	20,929	75,000	75,000
	SUBTOTAL FIXED CHARGES	19,483	20,929	75,000	75,000
6799	Loss or Gain on Fixed Assets	0	0	0	0
68000	Transfer to Fund 76	3,263,000	0	0	0
68000	Transfer to Fund 11	0	2,241,460	0	0
		3,263,000	2,241,460	0	0
	TOTAL	9,764,800	8,377,967	7,408,195	7,097,655

Class Code	AUTHORIZED PERSONNEL	ADOPTED FY 10-11		APPROVED FY 11-12	
		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	
0840	Senior Fleet Equipment Supervisor	0.00		1.00	
4770	Fleet Supervisor	4.00		2.00	
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	0.10		0.10	
1720	Management Aide	1.00		1.00	
7010	Accounting Assistant	1.00		1.00	
9140	Equipment Service Attendant (PT)		3.00		3.00
	TOTAL	28.53	3.00	27.53	3.00

INTERNAL SERVICE FUNDS

FINANCE & MANAGEMENT SERVICES		ACCOUNTING UNIT			
Equipment Replacement		07510101			
Object Code	LINE ITEM RESOURCES	ACTUAL FY 08-09	ACTUAL FY 09-10	ADOPTED FY 10-11	APPROVED FY 11-12
63001	Miscellaneous Operating Expense	0	9,630	82,885	82,885
65050	I.S. Strategic Plan	0	37,115	37,115	37,115
66400	Machinery & Equipment	504,224	110,733	2,000,000	2,000,000
	SUBTOTAL TRANSFERS	<u>504,224</u>	<u>157,478</u>	<u>2,120,000</u>	<u>2,120,000</u>
	TOTAL	<u><u>504,224</u></u>	<u><u>157,478</u></u>	<u><u>2,120,000</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 provide warehousing, supply chain management, and capital asset disposition services to City departments; and to coordinate with Building Maintenance in providing a safe and clean facility for Corporate Yard tenants.</i></p> <p>This program is responsible for the City's warehouse operation which is based in the Corporate Yard. Stores staff order, receive, carry, issue, deliver, and track City departments' supplies and materials. This program is also responsible for capital asset records administration, Material Safety Data Sheet (MSDS) documentation, Yard ridesharing, City pool car operation, Yard hazardous waste disposal, and the disposition of surplus City assets including unclaimed property.</p>				
Accomplishments in FY 2010-11				
<ul style="list-style-type: none"> * Adopted new Stores Business Plan and 5-Year Alternative Energy Plan * Streamlined operations by introducing a wireless bar-code system * Implemented new web-based MSDS program for Citywide access * Formed a new Corporate Yard Safety Committee with FMCS, PWA and PRCSA representatives * Performed full physical count of Capital Asset, Stores and Fleet Parts inventory * Completed repainting of 15-year old City warehouse * Developed a new E-Waste Recycling program 				
Action Plan for FY 2011-12				
<ul style="list-style-type: none"> * Implement new Stores Business Plan and 5-Year Alternative Energy Plan * Install a web-based automated reservation system for City pool cars * Conduct annual and periodic physical inventory of Capital Assets, Store items, and Fleet parts * Implement a new Safety Program for FMCS staff and Corporate Yard tenants * Complete mandated quarterly NPDES inspections of the Corporate Yard * Dispose of regular and E-waste surplus property through transfers, recycling, and auction * Continue to provide logistical support to the City Emergency Operations Center (EOC) * Coordinate Ride-Share program for City Yard * Continue to train Corporate Yard staff on forklift operation and safety 				
PERFORMANCE MEASURES	Actual	Actual	Estimated	Objective
	FY 08-09	FY 09-10	FY 10-11	FY 11-12
Service Level				
\$ Value of Stores inventory	n/a	n/a	\$1,097,575	\$1,100,000
# of Product Lines carried	n/a	n/a	2,322	2,325
# of Store items issued	n/a	n/a	154,445	155,000
# of Surplus items processed:				
Vehicles	n/a	n/a	75	80
Others (electronics, furniture, etc)	n/a	n/a	1,000	1,000
Total	n/a	n/a	1,075	1,080
Efficiency				
Per Full-Time Equivalent Stock Clerk:				
Average # of items issued	76,000	76,000	77,250	77,250
Average # of items received	50,000	50,000	80,000	80,000
Effectiveness				
% of requests processed within 24 hours	99%	99%	99%	99%
% of Surplus items auctioned:				
Vehicles	n/a	n/a	100%	100%
Others (electronics, furniture, etc)	n/a	n/a	90%	90%

INTERNAL SERVICE FUNDS

FINANCE & MANAGEMENT SERVICES		ACCOUNTING UNIT			
Stores & Property Control		07510102			
Object Code	LINE ITEM RESOURCES	ACTUAL FY 08-09	ACTUAL FY 09-10	ADOPTED FY 10-11	APPROVED FY 11-12
61000	Salaries & Wages-Regular	185,850	208,978	212,625	131,275
61020	Salaries & Wages-Temporary	19,094	37,248	39,070	40,995
61040	Salaries & Wages-Overtime	3,884	671	2,000	2,000
61100	Retirement Plan	10,779	13,348	19,325	15,250
61110	Part-Time Retirement	0	1,146	2,000	595
61120	Medicare Insurance	2,931	3,462	3,560	2,415
61130	Employees Insurance	29,209	31,510	36,850	32,465
61170	Retiree Health Insurance	2,530	3,074	3,720	1,355
61180	Compensation Insurance	2,649	3,403	2,735	1,900
62302	Other Contractual Services	2,212	0	0	0
	SUBTOTAL PERSONNEL	259,138	302,839	321,885	228,250
62010	Communications	0	0	500	500
62120	Training & Transportation	256	30	1,000	1,000
62300	Other Contractual Services	2,522	873	3,500	3,500
62700	Auto Expense	0	150	0	0
	SUBTOTAL CONTRACTUAL	2,777	1,053	5,000	5,000
63202	Operating Materials & Supplies Equipment	0	0	0	0
63001	Operating Materials & Supplies	7,816	9,416	6,000	6,000
	SUBTOTAL COMMODITIES	7,816	9,416	6,000	6,000
65010	Equipment Rental, City	13,975	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	188,350	188,350	188,350	188,350
65400	Indirect Operating Expenses	19,768	18,888	28,865	13,595
	SUBTOTAL FIXED CHARGES	224,653	223,773	233,750	218,480
	TOTAL	494,384	537,081	566,635	457,730

Class Code	AUTHORIZED PERSONNEL	ADOPTED FY 10-11		APPROVED FY 11-12	
		Full Time	Part Time	Full Time	Part Time
1190	Executive Director, Finance & Management	0.03		0.03	
1320	Storekeeper	1.00		0.00	
7250	Property Control Specialist	1.00		1.00	
1310	Stock Clerk	1.00		1.00	
9470	Stores Aide (PT)		3.00		3.00
	TOTAL	3.03	3.00	2.03	3.00

INTERNAL SERVICE FUNDS

FINANCE & MANAGEMENT SERVICES		PROGRAM		
Corporate Yard Operations		08510138		
Statement of Purpose				
<p><i>To provide a safe, clean, secure, energy-efficient, and well-maintained facility to Corporate Yard 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 and 140,000 square feet of structures which includes all City-owned fueling infrastructure for gasoline, diesel, Compressed Natural Gas (CNG), electricity, hydrogen, and propane. The Yard is managed by the Facilities-Fleet Management-Central Stores (FMCS) Division in coordination with the Building Maintenance Division. FMCS acts as the Yard landlord with PWA and PRCSA as Yard tenants.</p>				
Accomplishments in FY 10-11				
<ul style="list-style-type: none"> * Adopted new Corporate Yard Business Plan and 5-Year Alternative Energy Plan * Implemented a new Corporate Yard re-striping program * Completed Corporate Yard Security System evaluation * Passed all AQMD mandated inspections for Underground Storage Tanks and fuel vapor monitoring * Completed Orange County Hazardous Waste inspection report * Performed all quarterly NPDES inspections and corrected issues found * Continued to provide a safe, clean working environment for all Yard tenants and users 				
Action Plan for FY 11-12				
<ul style="list-style-type: none"> * Implement new Corporate Yard Business Plan and 5-Year Alternative Energy Plan * Solicit proposals for electric vehicle chargers and a propane fueling station * Install a solar-powered automated Car Wash facility * Complete Security System modifications * Review Yard compliance with relevant National Fire Protection Association codes and standards * Improve Yard landscaping with fire-resistant plants and shrubbery * Replace 15-year old exercise equipment in Yard Fitness Center * Complete AQMD, NPDES, and Orange County mandated inspections for various Yard operations * Move CNG fueling system to an open air Yard location to enhance safety and reduce maintenance costs * Continue to provide a safe, clean working environment for all Yard tenants and users 				
PERFORMANCE MEASURES	Actual FY 08-09	Actual FY 09-10	Estimated FY 10-11	Objective FY 11-12
Service Level				
Total acreage ^ square feet maintained	12 ^ 140,000	12 ^ 140,000	12 ^ 140,000	12 ^ 140,000
Annual Vehicular Traffic Volume - Ingress	n/a	n/a	475	500
Gallons of Waste Oil Generated/Disposed	n/a	n/a	3,600	3,600
# of Fuel Transactions from 15 Yard fuel nozzles	n/a	n/a	23,440	24,000
Gallons of Diesel/Unleaded Fuel dispensed from:				
Corporate Yard Fuel Nozzles (15)	n/a	n/a	143,885	145,000
Police Headquarters Fuel Nozzles (4)	n/a	n/a	155,315	160,000
Fire Stations Fuel Nozzles (6)	n/a	n/a	33,300	35,000
Total	n/a	n/a	332,500	335,000
Efficiency				
Annual Maintenance & Operating Cost per sq. ft.	\$1.95	\$1.95	\$2.12	\$2.12
Annual kWh of electricity consumed per sq. ft.	8.69	7.66	7.50	7.50
Annual Gas Therms consumed per sq. ft.	0.13	0.09	0.08	0.08
Effectiveness				
% of Action Plan completed	100%	100%	100%	100%
% of Mandated Inspections Passed	100%	100%	100%	100%

INTERNAL SERVICE FUNDS

FINANCE & MANAGEMENT SERVICES		ACCOUNTING UNIT			
Corporate Yard Operations		08510138			
Object Code	LINE ITEM RESOURCES	ACTUAL FY 08-09	ACTUAL FY 09-10	ADOPTED FY 10-11	APPROVED FY 11-12
<u>REVENUES</u>					
50001	Prior Year Balance	0	0	0	0
56200	Fleet Maintenance	391,740	391,740	391,740	391,740
56201	Traffic Signal Maintenance	6,240	6,240	6,240	6,240
56202	Street Maintenance	71,875	71,875	71,875	71,875
56203	Roadway Cleaning	74,260	74,260	74,260	74,260
56204	Street Trees	20,545	20,545	20,545	20,545
56205	Park Maintenance	92,295	92,295	92,295	92,295
56206	Stores & Property Control	188,350	188,350	188,350	188,350
56207	Water Maintenance	111,600	111,600	111,600	111,600
58000	Earnings on Investments	7,323	1,676	10,245	10,245
	TOTAL REVENUES	<u>964,228</u>	<u>958,581</u>	<u>967,150</u>	<u>967,150</u>
<u>EXPENDITURES</u>					
61020	Salaries Part-Time	39,093	43,061	43,005	45,155
61110	Part-Time Retirement	1,620	1,333	1,615	1,695
61120	Medicare Insurance	625	621	625	655
61180	Compensation Insurance	5,915	5,866	5,895	6,190
	SUBTOTAL PERSONNEL	<u>47,253</u>	<u>50,881</u>	<u>51,140</u>	<u>53,695</u>
62010	Communications	16,825	10,802	16,825	16,825
62251	Other Agency Services	17,000	20,568	17,000	17,000
62320	M&R Buildings & Grounds	49,000	61,281	49,000	49,000
62321	M&R Improvements	1,320	212	1,320	1,320
62322	M&R Machinery & Equipment	11,000	7,432	11,000	11,000
62300	Other Contractual Services	305,470	147,520	260,470	260,470
	SUBTOTAL CONTRACTUAL	<u>400,615</u>	<u>247,813</u>	<u>355,615</u>	<u>355,615</u>
63001	Operating Materials & Supplies	16,900	12,792	14,400	14,400
63100	Uniforms and Tools	0	0	0	0
63202	Operating Materials & Supplies-Equipment	0	1,718	2,500	2,500
	SUBTOTAL COMMODITIES	<u>16,900</u>	<u>14,511</u>	<u>16,900</u>	<u>16,900</u>
65000	Building Rental	615,710	615,710	615,710	615,710
65010	Equipment Rental, City	8,585	8,585	8,585	8,585
65050	Information Services Strategic Plan	10,130	10,130	10,130	10,130
65400	Indirect Operating Expenses	4,345	3,261	5,040	3,520
	SUBTOTAL FIXED CHARGES	<u>638,770</u>	<u>637,685</u>	<u>639,465</u>	<u>637,945</u>
66220	Imp. Other Than Building	0	0	0	0
66400	Machinery & Equipment	0	1,105	0	0
	SUBTOTAL CAPITAL	<u>0</u>	<u>1,105</u>	<u>0</u>	<u>0</u>
	TOTAL EXPENDITURES	<u>1,103,538</u>	<u>951,996</u>	<u>1,063,120</u>	<u>1,064,155</u>
Class Code	AUTHORIZED PERSONNEL	ADOPTED FY 10-11		APPROVED FY 11-12	
		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 2010-11				
<ul style="list-style-type: none"> * Installed additional voice and network cabling for the Teen Space Computer Lab at Jerome Center * Assisted in provisioning the Santa Ana Police Department with 220 Verizon Wireless Data Service accounts * Provide telecommunications services to 57 City Operating locations with 1820 telephones and 2,189 extensions * Provided cabling infrastructure in support of voice and data services in the Concession Stand at Santa Ana Stadium * Issued an RFP and established an agreement to provide telephone system maintenance to the City * Completed 394 requests for "moves, additions and changes" within service level without customer callback * Installed network cabling infrastructure in support of the new Fleet Services Key Management System at City Yard * Provided cabling and AT&T 1.5M Managed Router Internet Access Service for Water Resources at City Yard * Provided voice and data cabling for new work stations for PRCSA General Maintenance Office at City Yard 				
Action Plan for FY 2011-12				
<ul style="list-style-type: none"> * Explore options available in current technology that provide Environmental Monitoring/Alerting for the switchrooms located in City Hall, Police Headquarters, Fire Dispatch Center, City Yard and Train Station * Investigate the feasibility of establishing the McFadden Police Youth Facility as a test site for Voice Over Internet Protocol * Continue to assist the Santa Ana Police Department in expanding and improving wireless data applications * Enhance telecommunications services to all City Agencies in order to facilitate the best quality customer service to the community and businesses in the City * Upgrade the City's current voicemail system while continuing to assess the various options available to replace it * Aggressively manage the City's telephone and telecommunications networks to maximize performance and minimize cost * Pursue the possibility of upgrading the aging telephone systems located at Newhope Library Branch, Westend Police Substation and the Santa Ana Zoo 				
PERFORMANCE MEASURES	Actual FY 08-09	Actual FY 09-10	Estimated FY 10-11	Objective FY 11-12
Service Level				
# of phone systems (pbx,key) operated and maintained	30	29	29	29
# of lines for telephones, faxes, and modems supported (combined # of extensions from all telephone systems in City)	3,938	3,759	3,762	3,765
# of voice, data and radio circuits supported (T-1's, 1MB's, ISDN, Trunks, DID Stations, 56K, and DSL leased circuits)	2,372	2,358	2,360	2,362
# of level 1 and level 2 requests for repair	89	101	100	103
Effectiveness				
% of level 1 repairs completed within 24 hours	99%	99%	99%	99%

INTERNAL SERVICE FUNDS

FINANCE & MANAGEMENT SERVICES		ACCOUNTING UNIT			
Communication Services		10210140			
Object Code	LINE ITEM RESOURCES	ACTUAL FY 08-09	ACTUAL FY 09-10	ADOPTED FY 10-11	APPROVED FY 11-12
REVENUES					
50001	Prior Year Balance	0	0	0	0
56000	Telephone System Svcs Charges	2,023,553	1,698,024	1,460,920	1,578,975
58000	Earning on Investment	103,963	45,829	48,075	28,475
	TOTAL REVENUES	<u>2,127,516</u>	<u>1,743,853</u>	<u>1,508,995</u>	<u>1,607,450</u>
EXPENDITURES					
61000	Salaries & Wages-Regular	187,070	231,733	245,485	236,975
61040	Salaries & Wages-Overtime	149	0	0	0
61100	Retirement Plan	10,763	15,648	20,620	26,240
61120	Medicare Insurance	2,522	3,168	3,355	3,245
61130	Employees Insurance	20,106	23,193	27,445	28,020
61170	Retiree Health Insurance	2,450	12,694	4,295	3,100
61180	Compensation Insurance	3,671	4,213	4,535	4,335
	SUBTOTAL PERSONNEL	<u>226,730</u>	<u>290,649</u>	<u>305,735</u>	<u>301,915</u>
62010	Communications	799,004	633,989	908,620	860,100
62120	Training & Transportation	524	70	0	0
62140	Other Agency Services	150	0	0	0
62300	Other Contractual Services	256,847	235,140	358,365	297,460
62600	Parking Validation	0	3,570	2,700	2,800
62700	Auto Expense	0	350	350	380
	SUBTOTAL CONTRACTUAL	<u>1,056,526</u>	<u>873,118</u>	<u>1,270,035</u>	<u>1,160,740</u>
63001	Operating Materials & Supplies	3,312	3,091	4,065	5,065
	SUBTOTAL COMMODITIES	<u>3,312</u>	<u>3,091</u>	<u>4,065</u>	<u>5,065</u>
65010	Rental of City Equipment	5,350	6,000	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	5,240	5,240	5,240	5,240
65400	Indirect Operating Expenses	17,786	17,658	28,770	18,485
66000	Depreciation	0	0	0	0
	SUBTOTAL FIXED CHARGES	<u>54,311</u>	<u>54,833</u>	<u>65,945</u>	<u>55,660</u>
66400	Machinery & Equipment	0	0	133,500	64,070
66510	Computer Software	0	271	20,000	20,000
	SUBTOTAL CAPITAL	<u>0</u>	<u>271</u>	<u>153,500</u>	<u>84,070</u>
67100	Debt Service	0	0	0	0
	SUBTOTAL DEBT SERVICES	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>
68000	Transfer to Fund 11	0	0	0	0
	SUBTOTAL TRANSFERS	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>
	TOTAL	<u><u>1,340,878</u></u>	<u><u>1,221,962</u></u>	<u><u>1,799,280</u></u>	<u><u>1,607,450</u></u>
Class Code	AUTHORIZED PERSONNEL	ADOPTED FY 10-11		APPROVED FY 11-12	
		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	<u>4.17</u>		<u>4.17</u>	

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 FY 2010-2011				
<ul style="list-style-type: none"> * SAPIN property information displayed to external customers via web applications * Major upgrade to Lawson Financial System application software * Implemented application changes required to support new bank * Migrated applications on 5 servers in support of server virtualization migration * Created 18 new reports for the Lawson Financial System, including new dashboards * 235 personal computers repaired/replaced * 1200 help desk tickets completed * Continued server virtualization project realizing a 70% savings in hardware costs * Upgraded public safety wireless system increasing bandwidth capacity and reliability * Double the amount of Internet bandwidth available to patrons at the main Library and City staff * Began the consolidation of the Community Development Agency server infrastructure * Expanded VoIP phone system to three locations 				
Action Plan for FY 2011-2012				
<ul style="list-style-type: none"> * Additional SAPIN information displayed to external customers via web applications. * Major upgrade to the Payroll system * Migrate Lawson Financial System to Windows Server 2008 Operating System * Major upgrade to Lawson Financial System application and environment * Major upgrade to Library TLC system * Continue integration of SAPIN & SAGIS * Upgrade the Microsoft Exchange email system to the latest version 				
PERFORMANCE MEASURES	Actual	Actual	Estimated	Objective
	FY 08-09	FY 09-10	FY 10-11	FY 11-12
Service Level				
Number of City email users supported	2,085	2,085	2,018	2,032
Number of PCs (desktops and laptops) upgraded/maintained at standard level	2,050	2,100	1,923	2,000
Number of City staff with Internet connections	1,372	1,372	*1,811	1,850
* This number increased due to the Police Department needing all officers to access certain web sites				

INTERNAL SERVICE FUNDS

FINANCE & MANAGEMENT SERVICES		ACCOUNTING UNIT			
Citywide Information Services Strategic Plan		10910-VARIOUS			
Object Code	LINE ITEM RESOURCES	ACTUAL FY 08-09	ACTUAL FY 09-10	ADOPTED FY 10-11	APPROVED FY 11-12
REVENUES					
50001	Prior Year Balance	0	0	0	0
56000	Strategic Plan Charges	6,492,645	5,543,190	5,560,220	5,560,220
57010	Miscellaneous Recoveries	60,218	37,421	49,895	38,280
58000	Earning on Investment	92,327	46,130	60,147	31,329
	TOTAL REVENUES	<u>6,645,190</u>	<u>5,626,741</u>	<u>5,670,263</u>	<u>5,629,829</u>
EXPENDITURES					
10910141	Lawson Finance Utilities Software	4,544,151	874,068	1,648,142	1,514,629
10910142	Payroll Systems	674,366	726,238	970,005	999,576
10910143	SAPIN/MUS	608,886	590,181	446,496	446,495
10910144	Customer Service Systems	725,015	925,953	458,000	616,221
10910145	Miscellaneous Strategic Plan	856,300	931,736	1,084,575	1,078,241
10910146	Miscellaneous Citywide Projects	1,247,585	912,348	0	0
10910147	Maintenance & Support	1,740,024	1,645,199	2,924,060	2,924,060
10910148	Computer PC/Hardware Replacement	557,653	31,199	650,000	650,000
	TOTAL EXPENDITURES	<u>10,953,979</u>	<u>6,636,921</u>	<u>8,181,278</u>	<u>8,229,222</u>
OPERATING EXPENSE		ACTUAL FY 08-09	ACTUAL FY 09-10	ADOPTED FY 10-11	APPROVED FY 11-12
61000	Personnel	1,339,511	1,524,788	1,452,550	1,498,171
62000	Contractual	6,545,903	4,329,602	4,057,556	4,056,764
63000	Commodities	182,733	66,258	180,140	195,825
65000	Fixed Charges	165,913	260,811	317,890	271,920
66000	Capital	1,621,778	340,917	1,075,000	1,108,400
67000	Debt Service	1,098,141	114,546	1,098,142	1,098,142
	TOTAL	<u>10,953,979</u>	<u>6,636,921</u>	<u>8,181,278</u>	<u>8,229,222</u>
Class	AUTHORIZED PERSONNEL	ADOPTED FY 10-11		APPROVED FY 11-12	
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		0.00	
0020	Micro Systems Technician	0.00		2.00	
1006	Web Systems Technician	0.75		0.75	
7500	Supervising Accountant	1.00		0.00	
1120	Accounting Manager	0.00		1.00	
7490	Senior Accountant	1.00		1.00	
7280	Senior Accounting Assistant	1.00		0.00	
7016	Senior Accounting Assistant/Systems Tech	1.00		2.00	
1355	Buyer/Systems Technician	1.00		1.00	
1440	Computer Operator	1.00		0.00	
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	1.00		1.00	
2670	Information Services Representative	0.40		0.40	
	TOTAL	<u>14.30</u>		<u>14.30</u>	

INTERNAL SERVICE FUNDS

FINANCE & MANAGEMENT SERVICES		ACCOUNTING UNIT			
ERP System		10910141			
Object Code	LINE ITEM RESOURCES	ACTUAL FY 08-09	ACTUAL FY 09-10	ADOPTED FY 10-11	APPROVED FY 11-12
61020	Salaries Part-Time	44,145	18,545	0	0
61040	Salaries Overtime	26,118	147,016	0	0
61110	Part-Time Retirement	0	576	0	0
61120	Medicare Insurance	611	267	0	0
61180	Workers Compensation Insurance	438	192	0	0
	SUBTOTAL PERSONNEL	71,312	166,596	0	0
62010	Communications	0	595	0	0
62120	Training & Transportation	3,414	9,252	0	0
62300	Contract Services - Professional	2,107,236	266,356	400,000	266,487
62302	Contract Vendor - Personnel Services	377,448	182,444	50,000	50,000
	SUBTOTAL CONTRACTUAL	2,488,098	458,647	450,000	316,487
63001	Misc. Operating Expenses	1,036	7,763	0	0
	SUBTOTAL COMMODITIES	1,036	7,763	0	0
65400	Indirect Cost	0	0	0	0
66000	Depreciation	0	0	0	0
	SUBTOTAL FIXED CHARGES	0	0	0	0
66400	Machinery & Equipment	189,847	4,272	100,000	50,000
66510	Computer Software	695,717	122,244	0	50,000
	SUBTOTAL CAPITAL	885,564	126,516	100,000	100,000
67200	Principal-Capital Lease	955,115	0	1,012,926	1,012,926
67210	Interest-Capital Lease	143,026	114,546	85,216	85,216
	SUBTOTAL DEBT SERVICE	1,098,141	114,546	1,098,142	1,098,142
	TOTAL	4,544,151	874,068	1,648,142	1,514,629

INTERNAL SERVICE FUNDS

FINANCE & MANAGEMENT SERVICES		ACCOUNTING UNIT			
Payroll Systems		10910142			
Object Code	LINE ITEM RESOURCES	ACTUAL FY 08-09	ACTUAL FY 09-10	ADOPTED FY 10-11	APPROVED FY 11-12
61000	Salaries Regular	367,534	392,598	338,215	351,610
61040	Salaries Overtime	21,910	3,864	40,800	40,800
61100	Retirement-Employer Contribution	21,379	26,412	27,090	35,570
61120	Medicare Insurance	2,391	2,491	1,500	1,510
61130	Health Insurance	51,085	54,340	45,860	44,155
61170	Retiree Health Benefits	5,027	21,989	5,645	5,120
61180	Workers Compensation Insurance	4,050	4,280	3,355	3,495
	SUBTOTAL PERSONNEL	473,376	505,974	462,465	482,260
62300	Contract Services - Professional	94,136	116,642	383,000	406,586
	SUBTOTAL CONTRACTUAL	94,136	116,642	383,000	406,586
63001	Misc. Operating Expenses	1,741	5,292	5,000	5,000
	SUBTOTAL COMMODITIES	1,741	5,292	5,000	5,000
65000	Building Rental	68,120	68,120	68,120	68,120
65400	Indirect Costs	36,993	30,210	44,420	30,610
66000	Depreciation	0	0	0	0
	SUBTOTAL FIXED CHARGES	105,113	98,330	112,540	98,730
66400	Machinery & Equipment	0	0	7,000	0
66510	Computer Software	0	0	0	7,000
	SUBTOTAL CAPITAL	0	0	7,000	7,000
	TOTAL	674,366	726,238	970,005	999,576

Class Code	AUTHORIZED PERSONNEL	ADOPTED FY 10-11		APPROVED FY 11-12	
		Full Time	Part Time	Full Time	Part Time
7500	Supervising Accountant	1.00		0.00	
7490	Senior Accountant	1.00		1.00	
1120	Accounting Manager	0.00		1.00	
7400	Payroll Systems Analyst	1.00		1.00	
	TOTAL	3.00		3.00	

INTERNAL SERVICE FUNDS

FINANCE & MANAGEMENT SERVICES		ACCOUNTING UNIT			
SAPIN/MUS		10910143			
Object Code	LINE ITEM RESOURCES	ACTUAL FY 08-09	ACTUAL FY 09-10	ADOPTED FY 10-11	APPROVED FY 11-12
62120	Training & Transportation	0	4,569	0	0
62300	Contract Services - Professional	608,886	585,612	446,496	446,495
	SUBTOTAL CONTRACTUAL	<u>608,886</u>	<u>590,181</u>	<u>446,496</u>	<u>446,495</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>608,886</u></u>	<u><u>590,181</u></u>	<u><u>446,496</u></u>	<u><u>446,495</u></u>

FINANCE & MANAGEMENT SERVICES		ACCOUNTING UNIT			
Customer Service Systems		10910144			
Object Code	LINE ITEM RESOURCES	ACTUAL FY 08-09	ACTUAL FY 09-10	ADOPTED FY 10-11	APPROVED FY 11-12
62010	Communications	0	0	0	14,000
62120	Training & Transportation	0	0	25,000	25,000
62300	Contract Services - Professional	721,748	925,953	428,000	522,221
	SUBTOTAL CONTRACTUAL	<u>721,748</u>	<u>925,953</u>	<u>453,000</u>	<u>561,221</u>
63001	Misc. Operating Expenses	0	0	5,000	5,000
	SUBTOTAL COMMODITIES	<u>0</u>	<u>0</u>	<u>5,000</u>	<u>5,000</u>
66400	Machinery & Equipment	3,267	0	0	50,000
	SUBTOTAL CAPITAL	<u>3,267</u>	<u>0</u>	<u>0</u>	<u>50,000</u>
	TOTAL	<u><u>725,015</u></u>	<u><u>925,953</u></u>	<u><u>458,000</u></u>	<u><u>616,221</u></u>

INTERNAL SERVICE FUNDS

FINANCE & MANAGEMENT SERVICES		ACCOUNTING UNIT			
Miscellaneous Strategic Plan		10910145			
Object Code	LINE ITEM RESOURCES	ACTUAL FY 08-09	ACTUAL FY 09-10	ADOPTED FY 10-11	APPROVED FY 11-12
61000	Salaries Regular	638,131	670,771	801,335	771,670
61020	Salaries Part-Time	0	0	0	20,350
61040	Salaries Overtime	1,870	94	0	0
61100	Retirement-Employer Contribution	36,619	45,053	67,310	83,250
61110	Retirement Part-Time	0	0	0	8,091
61120	Medicare Insurance	7,381	6,681	9,325	8,090
61130	Health Insurance	90,340	82,732	87,595	104,990
61170	Retiree Health Benefits	9,113	36,495	14,025	9,130
61180	Workers Compensation Insurance	11,370	10,393	10,495	10,340
	SUBTOTAL PERSONNEL	<u>794,823</u>	<u>852,218</u>	<u>990,085</u>	<u>1,015,911</u>
62120	Training & Transportation	600	100	0	0
62300	Contract Services - Professional	0	27,797	0	0
62302	Contract Vendor - Personnel Services	0	0	0	0
62700	Auto Expense	0	500	500	500
	SUBTOTAL CONTRACTUAL	<u>600</u>	<u>28,397</u>	<u>500</u>	<u>500</u>
63001	Misc. Operating Expenses	77	0	0	0
	SUBTOTAL COMMODITIES	<u>77</u>	<u>0</u>	<u>0</u>	<u>0</u>
65000	Building Rental	0	0	0	0
65400	Indirect Costs	60,800	51,121	93,990	61,830
	SUBTOTAL FIXED CHARGES	<u>60,800</u>	<u>51,121</u>	<u>93,990</u>	<u>61,830</u>
	TOTAL	<u>856,300</u>	<u>931,736</u>	<u>1,084,575</u>	<u>1,078,241</u>
Class Code	AUTHORIZED PERSONNEL	ADOPTED FY 10-11		APPROVED FY 11-12	
		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		0.00	
1440	Computer Operator	1.00		0.00	
0020	Micro Systems Technician	0.00		2.00	
1006	Web Systems Technician	0.75		0.75	
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	
7280	Senior Accounting Assitant	1.00		0.00	
7016	Senior Accounting Assitant/Systems Tech	1.00		2.00	
7015	Accounting Assistant/Systems Tech	1.00		1.00	
1355	Buyer/Systems Technician	1.00		1.00	
2670	Information Services Representative	0.40		0.40	
	TOTAL	<u>11.30</u>		<u>11.30</u>	
<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 08-09	ACTUAL FY 09-10	ADOPTED FY 10-11	APPROVED FY 11-12
62120	Training & Transportation	0	4,569	0	0
62300	Contract Services - Professional	1,027,291	692,911	0	0
	SUBTOTAL CONTRACTUAL	<u>1,027,291</u>	<u>697,481</u>	<u>0</u>	<u>0</u>
63001	Misc. Operating Expenses	810	13,509	0	0
	SUBTOTAL COMMODITIES	<u>810</u>	<u>13,509</u>	<u>0</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	186,702	201,358	0	0
66510	Computer Software	32,781	0	0	0
	SUBTOTAL CAPITAL	<u>219,483</u>	<u>201,358</u>	<u>0</u>	<u>0</u>
	TOTAL	<u><u>1,247,585</u></u>	<u><u>912,348</u></u>	<u><u>0</u></u>	<u><u>0</u></u>

FINANCE & MANAGEMENT SERVICES		ACCOUNTING UNIT			
Maintenance & Support		10910147			
Object Code	LINE ITEM RESOURCES	ACTUAL FY 08-09	ACTUAL FY 09-10	ADOPTED FY 10-11	APPROVED FY 11-12
62010	Communications	0	38,664	50,000	33,760
62120	Training & Transportation	0	194	600	600
62140	Membership, Subscriptions and Dues	0	0	0	0
62300	Contract Services - Professional	1,605,144	1,473,444	2,273,960	2,291,115
	SUBTOTAL CONTRACTUAL	<u>1,605,144</u>	<u>1,512,301</u>	<u>2,324,560</u>	<u>2,325,475</u>
63001	Misc. Operating Expenses	2,645	12,220	20,140	35,825
	SUBTOTAL COMMODITIES	<u>2,645</u>	<u>12,220</u>	<u>20,140</u>	<u>35,825</u>
65000	Building Rental	0	103,525	103,525	103,525
65100	Insurance Charges	0	7,835	7,835	7,835
66000	Depreciation	0	0	0	0
	SUBTOTAL FIXED CHARGES	<u>0</u>	<u>111,360</u>	<u>111,360</u>	<u>111,360</u>
66400	Machinery & Equipment	27,479	9,318	437,000	418,600
66510	Computer Software	104,756	0	31,000	32,800
	SUBTOTAL CAPITAL	<u>132,235</u>	<u>9,318</u>	<u>468,000</u>	<u>451,400</u>
	TOTAL	<u><u>1,740,024</u></u>	<u><u>1,645,199</u></u>	<u><u>2,924,060</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 08-09	ACTUAL FY 09-10	ADOPTED FY 10-11	APPROVED FY 11-12
63001	Misc. Operating Expenses	176,425	27,474	150,000	150,000
	SUBTOTAL COMMODITIES	<u>176,425</u>	<u>27,474</u>	<u>150,000</u>	<u>150,000</u>
66000	Depreciation	0	0	0	0
66400	Machinery & Equipment	381,229	3,725	500,000	500,000
	SUBTOTAL CAPITAL	<u>381,229</u>	<u>3,725</u>	<u>500,000</u>	<u>500,000</u>
	TOTAL	<u><u>557,653</u></u>	<u><u>31,199</u></u>	<u><u>650,000</u></u>	<u><u>650,000</u></u>
<p><i>Note: Prior to FY09-10 the PC replacement budget was funded through transfers into fund 110.</i></p>					

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 2010-2011				
<ul style="list-style-type: none"> * Implemented online Driver Safety training courses. * Implemented improved claims evaluation process. * Successfully passed the BICEP Liability Claims Audit. * Upgraded Risk Management Intranet Resources. 				
Action Plan for FY 2011-2012				
<ul style="list-style-type: none"> * Continous improvement of Internal claims processes to improve work flow for liability claims. * Develop and implement a Comprehensive Safety Program. * Continue Loss Prevention Fund for mitigating unforeseen hazards. * Develop and Implement departmental cost allocation program. 				
PERFORMANCE MEASURES	Actual	Actual	Estimate	Objective
	FY 08-09	FY 09-10	FY 10-11	FY 11-12
Service Level				
# of Actuarial Studies Conducted	1	1	1	1
# of Liability Claims Audits	1	1	1	1
# of California Highway Patrol Audits	1	1	1	1
# of Department of Motor Vehicle Audits	1	1	1	1
# of Suspended Licenses/high risk drivers identified	14	14	9	8
# of Special Event Coverages placed to protect City	27	27	30	35
# of Special coverages placed for leisure class programs	17	17	20	20
Insurance Cost in \$	\$1,170,681	\$1,170,681	\$1,250,000	\$1,500,000
Efficiency				
# of Liability Claims Filed Annually	247	247	250	250
# of Liability Claims Settled	245	245	225	225
Closure Ratio	100%	100%	90%	90%
Paid Claims Amount in \$	\$849,711	\$849,711	\$2,000,000	\$1,750,000

INTERNAL SERVICE FUNDS

PERSONNEL SERVICES		ACCOUNTING UNIT			
Liability & Property		08009051			
Object Code	LINE ITEM RESOURCES	ACTUAL FY 08-09	ACTUAL FY 09-10	ADOPTED FY 10-11	APPROVED FY 11-12
<u>REVENUES</u>					
50001	Prior Year Balance	0	0	0	9,544,585
56000	Charges to Departments	8,845,895	8,891,995	8,845,895	7,845,895
57006	Expense Reimbursement	0	76,538	0	0
58000	Earnings on Investments	646,315	243,060	242,205	242,205
	TOTAL REVENUES	9,492,210	9,211,593	9,088,100	17,632,685
<u>EXPENDITURES</u>					
61000	Salaries & Wages-Regular	350,111	383,708	475,560	474,990
61020	Salaries & Wages-Temporary	8,798	23,998	29,015	29,225
61040	Salaries & Wages Overtime	714	1,233	10,000	10,000
61100	Retirement Plan	19,803	32,670	23,985	24,285
61110	Part-Time Retirement	0	775	1,090	1,095
61120	Medicare Insurance	3,836	4,014	4,560	4,555
61130	Employees Insurance	36,107	37,033	34,590	35,990
61170	Retiree Health Insurance	4,232	2,762	5,310	4,985
61180	Compensation Insurance	6,409	14,157	5,535	5,505
	SUBTOTAL PERSONNEL	430,009	500,348	589,645	590,630
62010	Communications	4,146	3,713	5,500	5,500
62120	Training & Transportation	1,964	2,736	4,000	4,000
62140	Other Agency Services	1,800	2,628	9,450	9,450
62300	Other Contractual Services	22,777	22,963	40,000	40,000
62302	Other Personnel Services	1,238,424	1,629,322	1,265,240	1,100,000
62322	M&R Machinery & Equipment	758	359	1,000	1,000
62600	Parking Validations	0	353	250	250
62700	Auto Expense	0	750	500	900
	SUBTOTAL CONTRACTUAL	1,269,869	1,662,824	1,325,940	1,161,100
63001	Operating Materials & Supplies	9,925	10,795	17,000	17,000
	SUBTOTAL COMMODITIES	9,925	10,795	17,000	17,000
64010	Insurance (Risk Management)	1,170,681	1,670,468	2,525,000	1,600,000
64050	Losses Paid	849,711	1,948,854	2,000,000	2,000,000
64070	Unemployment Claims Paid	107,602	463,770	1,650,000	674,490
65000	Building & Site Rental	19,090	19,090	19,090	19,090
65010	Equipment Rental, City	6,780	6,775	6,775	6,780
65050	Information Services Strategic Plan	391,580	391,580	391,580	391,580
65205	Internal Depts. Personnel Charges	0	0	484,760	484,760
65400	Indirect Operating Expenses	34,134	29,341	60,310	40,110
	SUBTOTAL FIXED CHARGES	2,579,578	4,529,878	7,137,515	5,216,810
66400	Machinery & Equipment	0	716	10,000	10,000
66510	Computer Software	0	0	2,500	2,500
66600	Books, Records & Videos	924	0	5,500	5,500
	SUBTOTAL CAPITAL	924	716	18,000	18,000
68000	11 Transfer to General Fund	0	0	3,675,317	10,629,145
	SUBTOTAL MISCELLANEOUS	0	0	3,675,317	10,629,145
	TOTAL EXPENDITURES	4,290,305	6,704,561	12,763,417	17,632,685

INTERNAL SERVICE FUNDS

PERSONNEL SERVICES		ACCOUNTING UNIT			
Liability & Property		08009051			
Class Code	AUTHORIZED PERSONNEL	ADOPTED FY 10-11		APPROVED FY 11-12	
		Full Time	Part Time	Full Time	Part Time
1830	Executive Director, Personnel Services	0.20		0.20	
1835	Assistant Director of Personnel Services	0.00		0.50	
1750	Risk Manager	0.50		0.00	
1280	Training Coordinator	0.00	0.25	0.00	0.25
	Risk Management Technician	0.00		0.50	
0700	Personnel Secretary	0.50		0.00	
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
07330	Senior Office Assistant		0.25		0.25
	TOTAL	<u>2.85</u>	<u>1.00</u>	<u>2.85</u>	<u>1.00</u>

*Note: City Attorney's Office Sr. Paralegal position funded thru Liability & Property Fund.

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 2010-2011				
<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 2011-2012				
<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 08-09	FY 09-10	FY 10-11	FY 11-12
Service Level				
# of Health FSA enrollments	335	299	250	250
# of Dependent Care FSA enrollments	54	49	40	40
# of Premium FSA enrollments	80	77	75	75
Annual \$ amount of Health FSA enrollments	\$414,071	\$366,095	\$375,000	\$375,000
Annual \$ amount of Dependent Care enrollments	\$163,954	\$132,492	\$135,000	\$135,000
Annual \$ amount of Premium FSA enrollments	\$123,353	\$121,566	\$125,500	\$125,500
# claims processed annually for Health FSA	704	712	650	650
# claims processed annually for Dependent Care FSA	320	253	240	240
# claims processed annually for Premium FSA	175	151	175	175
Annual \$ amount of Health FSA reimbursements	\$414,071	\$366,095	\$375,000	\$375,000
Annual \$ amount of Dependent Care reimbursements	\$163,954	\$132,492	\$135,000	\$135,000
Annual \$ amount of Premium FSA reimbursements	\$123,353	\$121,566	\$125,500	\$125,500

PERSONNEL SERVICES
Section 125 Benefits

ACCOUNTING UNIT
08109052

Object Code	LINE ITEM RESOURCES	ACTUAL FY 08-09	ACTUAL FY 09-10	ADOPTED FY 10-11	APPROVED FY 11-12
<u>EXPENDITURES</u>					
64090	Benefit Payments-Medical	414,273	378,586	436,887	389,250
64091	Benefit Payments-Health Care	111,945	112,442	137,364	185,000
64093	Benefit Payments-Child Care	163,335	138,778	200,535	200,535
64094	Flex Account Bank Charges	0	1,979	1,631	2,000
	SUBTOTAL FIXED CHARGES	<u>689,553</u>	<u>631,785</u>	<u>776,417</u>	<u>776,785</u>
	TOTAL EXPENDITURES	<u><u>689,553</u></u>	<u><u>631,785</u></u>	<u><u>776,417</u></u>	<u><u>776,785</u></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 2010-2011				
<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 2011-2012				
<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 08-09	FY 09-10	FY 10-11	FY 11-12
Service Level				
# of new employees processed	93	107	100	100
# of separating employees processed	260	225	125	200
# of retirements processed/counseled	313	253	350	350
# of employees utilizing EAP resources	75	76	100	110
# of Family Medical Leave cases processed	70	74	100	100
# of flu vaccines administered	0	211	300	300
# of insurance enrollments/changes processed	1,350	1,539	1,500	1,500
# of employees participating in blood drives	35	25	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 08-09	ACTUAL FY 09-10	ADOPTED FY 10-11	APPROVED FY 11-12
REVENUES					
50001	Prior Year Balance	0	0	0	0
56000	Charges to Departments	20,188,065	19,701,138	20,195,382	20,102,110
56800	Employee Contributions	1,634,353	1,399,323	1,565,223	1,606,050
56801	Medical Contribution	414,071	366,096	436,887	389,250
56802	Child Care Contribution	163,955	132,493	137,364	185,000
56803	Health Premium Contribution	123,354	121,566	200,535	200,535
56804	POA Retirement ER Contribution	390,961	370,543	475,631	460,110
57010	Miscellaneous Recoveries	0	36,491	0	0
58000	Earnings on Investments	41,035	17,681	60,000	14,000
TOTAL REVENUES		<u>22,955,794</u>	<u>22,145,331</u>	<u>23,071,022</u>	<u>22,957,055</u>
EXPENDITURES					
61000	Salaries & Wages-Regular	472,295	438,875	507,965	529,635
61020	Salaries & Wages-Temporary	13,133	14,900	49,390	50,985
61040	Salaries & Wages-Overtime	596	20	12,000	12,000
61100	Retirement Plan	26,749	27,821	42,670	59,370
61110	Part-Time Retirement	0	484	1,850	1,910
61120	Medicare Insurance	7,029	6,500	8,080	8,420
61130	Employees Insurance	49,230	47,374	78,835	72,920
61170	Retiree Health Insurance	5,620	0	8,890	9,270
61180	Compensation Insurance	9,157	8,104	7,000	7,430
SUBTOTAL PERSONNEL		<u>583,808</u>	<u>544,079</u>	<u>716,680</u>	<u>751,940</u>
62010	Communications	6,283	5,368	5,955	5,955
62120	Training & Transportation	9,852	3,578	15,000	15,000
62140	Other Agency Services	18,202	4,621	10,000	10,000
62300	Other Contractual Services	650	873	470,000	19,600
62302	Other Personnel Services	39,387	31,603	45,000	45,000
62322	M&R Machinery & Equipment	688	457	3,080	3,080
62600	Parking Validations	0	855	475	475
62700	Auto Expense	0	1,500	1,400	1,800
SUBTOTAL CONTRACTUAL		<u>75,061</u>	<u>48,856</u>	<u>550,910</u>	<u>100,910</u>
63000	Office Supplies	363	(24)	0	0
63001	Operating Materials & Supplies	8,402	6,644	20,000	20,000
SUBTOTAL COMMODITIES		<u>8,765</u>	<u>6,620</u>	<u>20,000</u>	<u>20,000</u>
64010	Insurance	19,342,930	18,920,913	20,195,381	20,102,109
64060	Insurance Pass Thru (Medicare)	1,967,617	1,886,776	1,894,310	1,740,655
64092	Benefit Payments-Wellness	3,406	180	10,000	10,000
65000	Building & Site Rental	43,955	43,955	43,955	43,955
65050	Information Services Strategic Plan	227,945	227,945	227,945	227,945
65400	Indirect Operating Expenses	46,131	34,574	66,730	46,225
SUBTOTAL FIXED CHARGES		<u>21,631,984</u>	<u>21,114,344</u>	<u>22,438,321</u>	<u>22,170,889</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>22,299,617</u>	<u>21,713,898</u>	<u>23,729,911</u>	<u>23,047,739</u>

INTERNAL SERVICE FUNDS

PERSONNEL SERVICES		ACCOUNTING UNIT			
Employee Group Benefits		08109053			
Class Code	AUTHORIZED PERSONNEL	ADOPTED FY 10-11		APPROVED FY 11-12	
		Full Time	Part Time	Full Time	Part Time
1830	Executive Director, Personnel Services	0.35		0.40	
0151	Principal Management Analyst	1.00		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		2.00		2.00
9090	Clerk Typist II		1.00		1.00
	TOTAL	<u>6.30</u>	<u>3.00</u>	<u>6.35</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 2010-2011				
<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 2011-2012				
<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 FY 08-09	Actual FY 09-10	Estimate FY 10-11	Objective FY 11-12
Service Level				
# of new claims	333	334	325	325
% of outstanding litigated open claims	12%	12%	13%	15%
# of new litigated claims	23	24	30	25
# of environmental studies	3	3	2	5
# of hearing tests administered	0	0	20	200
# of Santa Ana Health & Safety Committee meetings	8	8	7	7
Efficiency				
Cost of claims in \$	\$4,231,565	\$4,231,565	\$4,525,000	\$4,600,000
Effectiveness				
% Reduction in preventable traffic collisions	0%	0%	6%	2%

INTERNAL SERVICE FUNDS

PERSONNEL SERVICES		ACCOUNTING UNIT			
Workers' Compensation		08209054			
Object Code	LINE ITEM RESOURCES	ACTUAL FY 08-09	ACTUAL FY 09-10	ADOPTED FY 10-11	APPROVED FY 11-12
<u>REVENUES</u>					
50001	Prior Year Balance	0	0	0	1,146,725
56000	Charges to Departments	9,953,314	9,340,352	8,909,140	8,949,170
57006	Expense Reimbursement	416,471	270,033	257,070	257,070
57010	Miscellaneous Recoveries	340	2,414	2,414	0
58000	Earnings on Investments	509,911	200,058	203,596	202,470
	TOTAL REVENUES	<u>10,880,036</u>	<u>9,812,857</u>	<u>9,372,220</u>	<u>10,555,435</u>
<u>EXPENDITURES</u>					
61000	Salaries Regular	693,214	774,435	941,625	986,745
61020	Salaries Part-Time	8,798	23,996	29,380	28,870
61040	Salaries Overtime	1,341	1,232	10,000	10,000
61100	Retirement Contribution	39,899	60,393	61,635	88,580
61110	Part-Time Retirement	0	774	1,100	1,085
61120	Medicare Insurance	8,829	9,558	11,065	11,705
61130	Employees Insurance	67,957	87,452	94,645	96,775
61170	Retiree Health Insurance	8,845	34,581	12,840	13,625
61180	Compensation Insurance	10,060	18,246	10,200	10,635
	SUBTOTAL PERSONNEL	<u>838,942</u>	<u>1,010,667</u>	<u>1,172,490</u>	<u>1,248,020</u>
62010	Communications	6,714	5,562	6,900	6,900
62120	Training & Transportation	2,917	4,309	21,800	21,800
62140	Other Agency Services	53,346	2,434	95,000	75,000
62300	Contractual Services-Professional	133,823	160,004	250,000	175,000
62302	Other Personnel Services	422,397	641,377	738,515	650,000
62322	M&R Machinery & Equipment	0	0	1,000	1,000
62600	Parking Validation	0	1,058	1,000	1,000
62700	Auto Expense	0	750	700	700
	SUBTOTAL CONTRACTUAL	<u>619,197</u>	<u>815,495</u>	<u>1,114,915</u>	<u>931,400</u>
63001	Operating Materials & Supplies	23,933	22,941	28,000	28,000
	SUBTOTAL COMMODITIES	<u>23,933</u>	<u>22,941</u>	<u>28,000</u>	<u>28,000</u>
64010	Insurance (Risk Management)	521,455	415,232	850,000	475,000
64080	Benefits Payments	4,231,565	4,612,116	5,890,000	4,600,000
65000	Building & Site Rental	42,965	42,965	42,965	42,965
65010	Equipment Rental City	5,955	5,955	5,955	0
65050	Information Services Strategic Plan	118,995	118,995	118,995	118,995
65205	Internal Depts. Personnel Charges	0	0	14,485	14,485
65400	Indirect Operating Expenses	66,788	59,115	112,875	78,570
	SUBTOTAL FIXED CHARGES	<u>4,987,723</u>	<u>5,254,378</u>	<u>7,035,275</u>	<u>5,330,015</u>
66400	Machinery & Equipment	2,309	0	10,000	10,000
66510	Computer Software	274	0	2,500	2,500
66600	Books, Records & Video	1,479	3,524	5,500	5,500
	SUBTOTAL CAPITAL	<u>4,063</u>	<u>3,524</u>	<u>18,000</u>	<u>18,000</u>
68000	Transfer to Fund 11	0	0	0	3,000,000
	SUBTOTAL TRANSFERS	<u>0</u>	<u>0</u>	<u>0</u>	<u>3,000,000</u>
	TOTAL EXPENDITURES	<u>6,473,858</u>	<u>7,107,005</u>	<u>9,368,680</u>	<u>10,555,435</u>

INTERNAL SERVICE FUNDS

PERSONNEL SERVICES		ACCOUNTING UNIT			
Workers' Compensation		08209054			
Class Code	AUTHORIZED PERSONNEL	ADOPTED FY 10-11		APPROVED FY 11-12	
		Full Time	Part Time	Full Time	Part Time
1830	Executive Director, Personnel Services	0.20		0.20	
1835	Assistant Director of Personnel Services	0.00		0.50	
1750	Risk Manager	0.50		0.00	
2690	Loss Control Analyst	0.50		0.50	
	Risk Management Technician	0.00		0.50	
0700	Personnel Secretary	0.50		0.00	
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	
7300	Senior Personnel Services Specialist	1.00		1.00	
1280	Training Coordinator		0.25		0.25
7330	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 08-09	ACTUAL FY 09-10	ADOPTED FY 10-11	APPROVED FY 11-12	
REVENUES					
Engineering Services					
50001	Prior Year Carry Forward	1,111,550	410,468	0	590,550
51702	Parking Permit Fees	68,168	73,213	90,000	70,000
51703	Sewer Construction Permits	14,922	12,811	12,875	13,100
51704	Street Construction Permits	448,230	53,781	130,000	136,700
56000	Charges to Depts/Projects	7,339,838	8,245,647	7,587,865	6,690,320
56300	Engineering Cost Allocation	10,000	0	10,000	10,000
56305	Engineering Service Charge	83,346	9,360	115,000	5,000
57006	Expense Reimbursement	7,794	55,682	15,000	15,000
57010	Miscellaneous Recoveries	250	1,920	0	0
57790	Abandonment Processing	0	72,925	3,000	0
58000	Earning on Investment	15,408	1,757	3,000	3,000
59000	Transfer from Gas Tax Fund 029	0	10,000	0	0
	SUBTOTAL REVENUES	9,099,506	8,947,564	7,966,740	7,533,670
Administrative Services					
50001	Balance from Prior Year	1,456,464	824,355	1,015,440	1,000,000
56000	Charges to Depts/Projects	4,457,320	5,070,320	4,462,210	4,366,910
57006	Expense Reimbursement	86,522	7,746	300,000	150,000
58000	Earning on Investment	26,686	9,939	13,000	7,500
	SUBTOTAL REVENUES	6,026,992	5,912,360	5,790,650	5,524,410
	TOTAL REVENUES	15,126,498	14,859,925	13,757,390	13,058,080
EXPENDITURES					
Engineering Services					
08617610	Transportation	740,802	779,854	590,645	478,550
08617611	Construction Engineering	2,936,927	2,748,611	2,540,145	2,321,780
08617612	Design Engineering	2,334,206	2,341,043	2,239,100	2,144,205
08617620	Traffic Engineering	2,677,887	2,837,941	2,596,850	2,589,135
	SUBTOTAL	8,689,822	8,707,450	7,966,740	7,533,670
Administrative Services					
10117601	Administration	3,776,634	3,574,583	4,683,200	4,463,575
10117605	Development Engineering	1,360,441	1,236,828	1,107,450	1,060,835
	SUBTOTAL	5,137,075	4,811,411	5,790,650	5,524,410
	TOTAL	13,826,898	13,518,861	13,757,390	13,058,080
OPERATING EXPENSE					
61000	Personnel	9,633,444	9,621,035	9,379,540	9,139,730
62000	Contractual	1,210,833	949,259	1,597,175	1,471,195
63000	Commodities	126,558	98,465	150,830	367,750
65000	Cross Charges	2,747,458	2,835,794	2,231,745	2,002,305
66000	Capital	108,605	14,308	298,100	77,100
68000	Transfer Out	0	0	100,000	0
	TOTAL	13,826,898	13,518,861	13,757,390	13,058,080

**INTERNAL SERVICE FUNDS
RESOURCE SUMMARY**

PUBLIC WORKS AGENCY

Class Code	AUTHORIZED PERSONNEL	ADOPTED FY 10-11		APPROVED FY11-12	
		Full Time	Part Time	Full Time	Part Time
0910	Admin. & Enterprise Services Manager	1.00		1.00	
2080	Assistant Engineer - Transportation (T)	1.00		0.00	
2100	Assistant Engineer II	14.95		14.95	
2155	Assistant Traffic Operations Engineer	1.00		1.00	
1040	Associate Park & Landscape Planner	0.75		0.55	
0320	City Engineer	1.00		1.00	
2240	Construction Inspector I	3.50		2.50	
0300	Construction Inspector II	2.00		2.00	
1850	Contracts Administrator	1.00		1.00	
0315	Deputy City Engineer	0.75		0.75	
	Engineering Aide	0.00		1.00	
2020	Engineering Drafting Technician II	1.00		0.00	
2170	Executive Director of Public Works	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 Systems Technician	1.00		1.00	
0390	Office Supervisor	1.00		1.00	
2129	Principal Civil Engineer	1.75		1.75	
6140	Projects Manager	2.00		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	1.00		1.00	
2131	Senior Civil Engineer	9.30		9.30	
2111	Senior Engineer	1.00		1.00	
0150	Senior Management Analyst	1.00		1.00	
7330	Senior Office Assistant	5.00		4.00	
1290	Senior Transportation Analyst	1.00		1.00	
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	1.00		1.00	
9090	Clerk Typist II, P/T		1.00		1.00
9130	Engineering Intern , P/T		27.00		27.00
9505	Permit Parking Aide, P/T		2.00		2.00
	Public Works Records Assistant, P/T		1.00		1.00
9900	Right-of-Way Technician, P/T		1.00		1.00
7330	Senior Office Assistant, PTCS		2.00		2.00
	Street Light Maintenance Technician, P/T		1.00		1.00
		-----	-----	-----	-----
		67.50	35.00	64.30	35.00
		=====	=====	=====	=====

INTERNAL SERVICE FUNDS

PUBLIC WORKS ENGINEERING SERVICES

ACCOUNTING UNIT

Transportation

08617610

Statement of Purpose

Be responsive to regional, State and federal transportation issues, including identifying and securing outside funding sources.
 Transportation identifies and responds to transportation issues of primary concern to the City and pursues grant funding for capital projects.
 Transportation manages the OCTA Go Local Fixed Guideway Project and the SARTC Master Plan.

Accomplishments in FY 09-10 & 10-11

FY 09-10

- * Participated and represented the City's interest in: OCTA Board/Committee meetings, transportation corridor agencies, OCTA Go Local Program, PEROW/West Santa Ana Branch Study, GMA meetings, Central County Corridor Major Investment Study, California High-Speed Rail, Los Angeles/San Diego Amtrack (LOSSAN) corridor, Metrolink Second Main Track and OCTA at-grade quiet zones and other related rail issues.
- * Secured and awarded a \$6 million consultant contract for Go Local Program Step 2 technical studies for fixed guideway project.
- * Managed the preparation of Project T application for the SARTC Master Plan.
- * Continued to coordinate with CDA, Planning & Building Agency, County of Orange, and the private sector to bring to fruition the SARTC Master and Station District Plans.
- * Provided administrative and technical support for the Santa Ana/Orange and Santa Ana/Tustin JPAs.

FY 10-11

- * Participated and represented the City's interest in: OCTA Board/Committee meetings, transportation corridor agencies, OCTA Go Local Program, PEROW/West Santa Ana Branch Study, GMA meetings, Central County Corridor Major Investment Study, California High-Speed Rail, Los Angeles/San Diego Amtrack (LOSSAN) corridor, Metrolink Second Main Track and OCTA at-grade quiet zones and other related rail issues.
- * Successfully secured \$3 million in RSTP and M1 Transit funds for SARTC Master Plan and Santa Ana Boulevard grade separation projects.
- * 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 and EIR/EIS studies.
- * Managed the SARTC Master Plan Study.
- * Successfully secured \$5.54 million in Go Local Program Step 3 funding for preliminary engineering for the modern streetcar project.
- * Continued to coordinate with CDA, Planning & Building Agency, County of Orange, and the private sector to bring to fruition the SARTC Master and Station District Plans.
- * Provided administrative and technical support for the Santa Ana/Tustin JPA.

Action Plan for FY 2011-12

- * Continue to manage the Santa Ana Fixed Guideway Project Step 2 and 3 Alternative Analysis, EIR/EIS studies, and preliminary engineering.
- * Continue to manage the public outreach campaign for the Santa Ana Transit Vision (i.e., fixed guideway and SARTC Master Plan).
- * Manage the preparation of RFP and award of contract for the Go Local Step 3 Preliminary Engineering for the fixed guideway project.
- * Continue to attend OCTA Board and Committee meetings and monitor items of interest to the City.
- * Represent the City's interest in PEROW/West Santa Ana Branch Study, OCTA Go Local Program, transportation corridor agencies, LOSSAN corridor and California High-Speed Rail.
- * Manage the preparation of RFP and award of contract for the Go Local Step 3 preliminary engineering for the fixed guideway
- * Continue to coordinate with CDA, PBA, County of Orange, and private sector to bring to fruition the SARTC Master Plan and Station District Plan
- * Continue the pursuit of external funding sources for major capital improvement projects including, but not limited to, the fixed guideway project, SARTC Master Plan and Santa Ana Boulevard Grade Separation Project.
- * Aggressively seek new funding sources for operation and maintenance of the fixed guideway project.

PERFORMANCE MEASURES	Actual	Actual	Estimated	Objective
	FY 08-09	FY 09-10	FY 10-11	FY 11-12
Service Levels				
# of regional transportation studies participated in	3	3	2	2
# of regional transportation studies reviewed	7	7	6	6
# of environmental documents	10	10	5	5
Effectiveness				
% of regional transportation studies participated in	100	100	100	100
% of regional transportation studies reviewed	100	100	100	100
% grant applications prepared	100	100	100	100
% environmental documents reviewed	100	100	100	100

INTERNAL SERVICE FUNDS

PUBLIC WORKS ENGINEERING SERVICES					FUND	086
Transportation					Department	17
					Program	610
Account Code	LINE ITEM RESOURCES	ACTUAL FY 08-09	ACTUAL FY 09-10	ADOPTED FY 10-11	APPROVED FY 11-12	
61000	Salaries Regular	372,045	383,925	327,450	231,150	
61020	Salaries Part-Time	16,677	17,359	18,205	18,855	
61040	Salaries Overtime	2,245	0	2,000	2,000	
61100	Retirement-Employer Contribution	21,051	23,008	22,440	26,280	
61110	Part-Time Retirement	0	541	0	0	
61120	Medicare Insurance	4,205	4,810	4,520	3,235	
61130	Health Insurance	26,240	21,479	23,990	24,730	
61170	Retiree Health Benefits	4,789	12,821	5,410	3,015	
61180	Workers Compensation Insurance	5,815	5,462	4,055	4,400	
	SUBTOTAL PERSONNEL	453,068	469,406	408,070	313,665	
62010	Communications	1,866	1,588	3,000	3,000	
62120	Training, Transportation, Meetings	255	631	3,000	2,000	
62140	Membership, Subscription, Dues	1,542	463	2,500	2,000	
62300	Contract Services-Professional	529	238	2,380	1,430	
62322	M & R Machinery & Equipment	70	0	0	0	
62501	Operating Lease Expense	23,069	23,064	23,055	23,055	
	SUBTOTAL CONTRACTUAL	27,330	25,984	33,935	31,485	
63001	Miscellaneous Operating Expenses	3,405	3,541	4,660	4,510	
	SUBTOTAL COMMODITIES	3,405	3,541	4,660	4,510	
65000	Building Rental	44,890	44,887	44,890	44,890	
65010	Rental City Equipment	0	6,655	6,155	6,155	
65100	Insurance Charges	42,935	42,935	42,935	42,935	
65240	Public Works Administrative Charges	149,435	169,155	29,070	24,705	
65400	Indirect Costs	19,740	17,291	20,930	10,205	
	SUBTOTAL CROSS CHARGES	257,000	280,923	143,980	128,890	
	TOTAL OPERATING	740,802	779,854	590,645	478,550	
Class Code	AUTHORIZED PERSONNEL	ADOPTED FY 10-11		APPROVED FY 11-12		
		Full Time	Part Time	Full Time	Part Time	
0320	City Engineer	0.15		0.15		
1290	Senior Transportation Analyst	1.00		1.00		
	Transit Program Manager	0.40		0.40		
9130	Engineering Intern , P/T		1.00		1.00	
	TOTAL	1.55	1.00	1.55	1.00	

INTERNAL SERVICE FUNDS

PUBLIC WORKS ENGINEERING SERVICES
Construction Engineering

ACCOUNTING UNIT
08617611

Statement of Purpose

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 provides 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's benchmark/monument system and construction staking.

Accomplishments in FY 09-10 & 10-11

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

- * Completed Grand Central Building renovation.
- * Completed Bristol Street widening 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 Avenue sewer rehabilitation.
- * Completed construction of Bristol Street from McFadden Avenue to Pine Street.

FY 10-11 administered 23 projects totaling \$27 million

- * Completed construction for Bristol Street widening from McFadden Avenue to Pine Street.
- * Completed Residential Street Repair Phases X, XI, XII & XIII.
- * Completed Mid-City neighborhood improvements.
- * Completed West Pump Station upgrades project.

Action Plan for FY 2011-12

- * Start construction for First Street Bridge at Santa Ana River.
- * Start construction for Bristol/Seventeenth Street intersection.
- * Start construction for Bristol/ Warner intersection.
- * Complete Residential Street Repair Phases XIV and XV.
- * Complete Riverview Neighborhood water main replacement.
- * Complete construction for Lacy Neighborhood water and sewer mains.

PERFORMANCE MEASURES	Actual	Actual	Estimated	Objective
	FY 08-09	FY 09-10	FY 10-11	FY 11-12
Service Levels				
# of permits inspected and approved	556	462	450	430
# of new construction contracts administered	29	31	23	25
\$ value of construction contracts awarded (in millions)	30	34	27	31
Efficiency				
Costs of construction change orders as a percentage of project costs	2.6	2.5	3.6	4
% of staking requests handled within 2 days' notice	100	100	100	100
% of inspection requests handled within 1 day's 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	9	10	12	12

INTERNAL SERVICE FUNDS

PUBLIC WORKS ENGINEERING SERVICES		FUND 086			
Construction Engineering		Department 17			
		Program 611			
Account Code	LINE ITEM RESOURCES	ACTUAL FY 08-09	ACTUAL FY 09-10	ADOPTED FY 10-11	APPROVED FY 11-12
61000	Salaries Regular	1,661,654	1,463,386	1,386,050	1,222,590
61020	Salaries Part-Time	76,180	85,753	119,275	117,740
61040	Salaries Overtime	19,826	31,811	35,000	35,000
61100	Retirement-Employer Contribution	96,232	95,725	96,745	134,840
61110	Part-Time Retirement	0	2,604	0	0
61120	Medicare Insurance	21,793	20,238	19,500	18,785
61130	Health Insurance	210,366	193,774	200,915	187,905
61170	Retiree Health Benefits	21,712	79,720	22,200	13,815
61180	Workers Compensation Insurance	91,530	66,216	50,790	46,350
	SUBTOTAL PERSONNEL	2,199,294	2,039,230	1,930,475	1,777,025
62010	Communications	23,503	21,420	38,000	38,000
62120	Training, Transportation, Meetings	1,476	796	1,100	950
62140	Membership, Subscription, Dues	964	2,015	3,550	3,800
62300	Contract Services-Professional	11,663	11,164	11,250	10,600
62302	Contracted Vendor Personnel Services	986	0	2,500	2,500
62322	M & R Machinery & Equipment	209	0	2,500	3,000
62501	Operating Lease Expense	62,066	62,053	62,070	62,070
	SUBTOTAL CONTRACTUAL	100,867	97,448	120,970	120,920
63000	Office Supplies	39	46	0	0
63001	Miscellaneous Operating Expenses	16,766	15,613	30,935	28,965
	SUBTOTAL COMMODITIES	16,806	15,659	30,935	28,965
65000	Building Rental	61,325	61,325	61,325	61,325
65010	Rental City Equipment	76,415	81,435	68,720	67,235
65100	Insurance Charges	104,360	104,360	104,360	104,360
65205	Internal Departments Personnel Charges	0	142	0	0
65240	Public Works Administrative Charges	249,055	281,920	122,630	106,250
65400	Indirect Costs	89,046	67,093	92,730	55,700
	SUBTOTAL CROSS CHARGES	580,201	596,275	449,765	394,870
66400	Machinery & Equipment	39,759	0	8,000	0
	SUBTOTAL CAPITAL	39,759	0	8,000	0
	TOTAL	2,936,927	2,748,611	2,540,145	2,321,780

Class Code	AUTHORIZED PERSONNEL	ADOPTED FY 10-11		APPROVED FY 11-12	
		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		2.00	
0300	Construction Inspector II	2.00		2.00	
2129	Principal Civil Engineer	1.00		1.00	
2131	Senior Civil Engineer	2.00		2.00	
2070	Survey Party Chief	1.00		1.00	
2060	Survey Party Technician II	1.00		1.00	
9130	Engineering Intern, P/T		7.00		7.00
	TOTAL	12.25	7.00	11.25	7.00

INTERNAL SERVICE FUNDS

PUBLIC WORKS ENGINEERING SERVICES		ACCOUNTING UNIT		
Design Engineering		08617612		
Statement of Purpose				
<p><i>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>This section is also responsible for providing quality right-of-way engineering services for City properties and projects.</p>				
Accomplishments in FY 09-10 & 10-11				
<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 Street to maximize the grant. * Applied for/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. <p><u>FY 10-11</u></p> <ul style="list-style-type: none"> * Completed revalidation of Bristol Street environmental documents and pursued federal funding. * Ensured eligibility for grant funding with OCTA and other outside agencies. * Completed R/W acquisition for Bristol Street between Third Street and Civic Center Drive and secured funding for construction. * Prepared a strategic plan to fund Phases 3 & 4 of Bristol Street project. * Initiated a marketing plan for the Bristol Street surplus properties to generate additional revenue for the project. * Completed the last phase of the residential street rehab program. * Prepared CIP for FY 11-12 and presented to City Council as part of the budget. * Completed construction of federal stimulus projects and obtained full reimbursement. * Prepared a seven-year plan for pavement preservation for arterial and residential streets. * Applied for \$25 million M2 grants for several street widening projects. 				
Action Plan for FY 2011-12				
<ul style="list-style-type: none"> * Prepare CIP for FY 12-13 and present to City Council as part of the budget. * Finalize the residential street program and close out the bond funds. * Prepare a strategic pavement preservation plan to maintain the newly paved residential streets. * Maintain the PCI level in order to be eligible for the 25 percent match rate for M2 grants. * Prepare a funding strategy for the remaining Bristol Street Corridor. * Complete the Santa Ana Boulevard grade separation PSR and apply for federal grants. * Review fixed guideway alignments and coordinate with Santa Ana Boulevard grade separation. * Participate in and assist OCTA with grade separation studies for Grand Avenue, 17th Street, and PSR for SR-55. * Complete right-of-way acquisition for Grand Avenue project and advertise for bids. * Train staff for maximum efficiency using total quality tools. 				
PERFORMANCE MEASURES	Actual	Actual	Estimated	Objective
	FY 08-09	FY 09-10	FY 10-11	FY 11-12
Diversion goal: lbs/person				
% of projects with design engineering and bid preparation done by City personnel	70	75	80	75
% of projects with design engineering and bid preparation done by consultant	30	45	20	25
# of projects prepared for other agencies	30	30	30	35
Efficiency				
% of project designs using CAD	100	100	100	100
Effectiveness				
Average % of projects completed within schedule	95	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 08-09	ACTUAL FY 09-10	ADOPTED FY 10-11	APPROVED FY 11-12
61000	Salaries Regular	1,346,694	1,252,958	1,335,630	1,265,565
61020	Salaries Part-Time	87,610	89,564	121,860	122,300
61040	Salaries Overtime	0	142	0	0
61100	Retirement-Employer Contribution	78,231	84,655	94,265	138,455
61110	Part-Time Retirement	0	3,049	0	0
61120	Medicare Insurance	17,907	17,065	19,335	20,125
61130	Health Insurance	116,561	118,885	137,135	140,505
61170	Retiree Health Benefits	16,961	70,362	21,990	13,800
61180	Workers Compensation Insurance	23,604	22,596	33,960	22,555
	SUBTOTAL PERSONNEL	1,687,568	1,659,276	1,764,175	1,723,305
62010	Communications	15,992	12,327	15,000	15,000
62120	Training, Transportation, Meetings	6,067	3,894	13,500	13,500
62140	Membership, Subscription, Dues	1,826	1,511	3,790	3,790
62300	Contract Services-Professional	8,523	6,599	14,510	11,400
62302	Contracted Vendor Personnel Services	979	0	0	0
62322	M & R Machinery & Equipment	4,415	3,658	500	500
62501	Operating Lease Expense	59,476	59,464	59,455	59,455
	SUBTOTAL CONTRACTUAL	97,279	87,454	106,755	103,645
63001	Miscellaneous Operating Expenses	21,526	21,008	23,985	27,615
	SUBTOTAL COMMODITIES	21,526	21,008	23,985	27,615
65000	Building Rental	52,690	52,690	52,690	52,690
65010	Rental City Equipment	10,525	23,840	17,885	17,890
65100	Insurance Charges	44,190	44,190	44,190	44,190
65240	Public Works Administrative Charges	348,675	394,690	116,680	93,660
65400	Indirect Costs	71,753	57,896	87,740	56,210
	SUBTOTAL CROSS CHARGES	527,833	573,306	319,185	264,640
66400	Machinery & Equipment	0	0	25,000	25,000
	SUBTOTAL CAPITAL	0	0	25,000	25,000
	TOTAL	2,334,206	2,341,043	2,239,100	2,144,205
Class Code	AUTHORIZED PERSONNEL	ADOPTED FY 10-11		APPROVED FY 11-12	
		Full Time	Part Time	Full Time	Part Time
2100	Assistant Engineer II	5.20		6.20	
1040	Associate Park & Landscape Planner	0.75		0.55	
0320	City Engineer	0.15		0.15	
2240	Construction Inspector I	0.50		0.50	
0315	Deputy City Engineer	0.75		0.75	
2020	Engineering Drafting Technician II	1.00		0.00	
1600	Senior Assistant Engineer	0.50		0.50	
2131	Senior Civil Engineer	3.30		3.30	
9130	Engineering Intern, P/T		7.00		7.00
	TOTAL	12.15	7.00	11.95	7.00

INTERNAL SERVICE FUNDS

PUBLIC WORKS ENGINEERING SERVICES Traffic Engineering	ACCOUNTING UNIT 08617620																																								
Statement of Purpose																																									
<p><i>Facilitate the safe and efficient movement of vehicular and pedestrian traffic on city streets and arterials.</i></p> <p>This program provides for the design of street channelization plans, new signal and signal modification plans, enhanced 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 and site access for major developments within and adjacent to the city; provides claims management assistance; provides Go Local and at-grade separation technical support; develops signal synchronization master plan for M2 conformance; manages the circulation element; and administers the City's Transportation Demand Modeling (TDM) and Growth Management Area (GMA) Programs.</p>																																									
Accomplishments in FY 09-10 & 10-11																																									
<p><u>FY 09-10</u></p> <ul style="list-style-type: none"> * Completed construction of Bristol Street traffic management Phases I & III, Fairview/Harbor interconnect, Fountain Valley intertie, Warner interconnect, and field elements of system detection projects. Designed and awarded traffic signal upgrade Phases V-VII projects and signal maintenance contract. * Completed designs for 6 new or modified traffic signal projects. * Investigated and responded to over 400 Council and citizen requests regarding traffic safety. * Implemented or renewed 27 permit parking in districts and provided program support. * Completed over 100 channelization designs and traffic control plans, and supported residential street repair program. * Processed 36 special license applications. * Issued 2,000 permit parking stickers and 130,000 daily guest passes. * Issued 180 permit parking special placards. * Implemented 4 speed humps on residential streets. Awarded contract for development of TIS software. * Completed review and provided comments for all traffic impact analyses in or affecting Santa Ana. <p><u>FY 10-11</u></p> <ul style="list-style-type: none"> * Completed construction of Bristol Street traffic management Phase II, and system detection and transportation information system projects. * Completed local signal synchronization plan for Measure M2 compliance. * Completed traffic signal system upgrade Phases V-VIII. * Completed construction for 7 new or modified traffic signal projects. * Investigated and responded to 400 Council and citizen requests regarding traffic safety. * Implemented or renewed 27 permit parking in districts and provided program support. * Completed design or review of 100 channelization designs and traffic control plans, and supported residential street repair program. * Processed 63 special license applications. * Issued 2,000 permit parking stickers and 160,000 daily guest passes. * Issued 185 permit parking special placards. * Implemented 17 speed humps on residential streets. * Completed review and provided comments for all traffic impact analyses in or affecting Santa Ana. 																																									
Action Plan for FY 2011-12																																									
<ul style="list-style-type: none"> * 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 to enhance pedestrian safety for elementary schools. * 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, evaluate neighborhood traffic plans, and implement plans after approval. * Complete traffic signal system upgrade Phases I - IV. * Complete plan and cost estimate to relocate traffic management center from City Hall to Ross Annex. * Complete 5-year speed study. * Evaluate speed hump requests and implement speed hump projects once approved. 																																									
PERFORMANCE MEASURES	<table border="1" style="width: 100%; border-collapse: collapse;"> <thead> <tr> <th style="width: 25%;"></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 08-09</th> <th style="text-align: center;">FY 09-10</th> <th style="text-align: center;">FY 10-11</th> <th style="text-align: center;">FY 11-12</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;"># of citizen, Council, and PD requests processed</td> <td style="text-align: center;">546</td> <td style="text-align: center;">418</td> <td style="text-align: center;">450</td> <td style="text-align: center;">475</td> </tr> <tr> <td style="padding: 5px;"># of parking permits issued (# of districts)</td> <td style="text-align: center;">2,064 (27)</td> <td style="text-align: center;">2,152 (27)</td> <td style="text-align: center;">2,500 (27)</td> <td style="text-align: center;">3,000 (27)</td> </tr> <tr> <td style="padding: 5px;"># of traffic signals/stripping/traffic control plan sets reviewed (average days to check)</td> <td style="text-align: center;">139 (8)</td> <td style="text-align: center;">121 (8)</td> <td style="text-align: center;">167 (7)</td> <td style="text-align: center;">150 (8)</td> </tr> <tr> <td style="padding: 5px;">Efficiency</td> <td></td> <td></td> <td></td> <td></td> </tr> <tr> <td style="padding: 5px;">Average # of days to process citizen requests</td> <td style="text-align: center;">20</td> <td style="text-align: center;">20</td> <td style="text-align: center;">20</td> <td style="text-align: center;">20</td> </tr> </tbody> </table>		Actual	Actual	Estimated	Objective		FY 08-09	FY 09-10	FY 10-11	FY 11-12	Service Level					# of citizen, Council, and PD requests processed	546	418	450	475	# of parking permits issued (# of districts)	2,064 (27)	2,152 (27)	2,500 (27)	3,000 (27)	# of traffic signals/stripping/traffic control plan sets reviewed (average days to check)	139 (8)	121 (8)	167 (7)	150 (8)	Efficiency					Average # of days to process citizen requests	20	20	20	20
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INTERNAL SERVICE FUNDS

PUBLIC WORKS ENGINEERING SERVICES					FUND	086
Traffic Engineering					Department	17
					Program	620
Account Code	LINE ITEM RESOURCES	ACTUAL FY 08-09	ACTUAL FY 09-10	ADOPTED FY 10-11	APPROVED FY 11-12	
61000	Salaries Regular	1,414,922	1,547,270	1,395,350	1,388,600	
61020	Salaries Part-Time	192,622	183,536	232,440	222,685	
61040	Salaries Overtime	413	955	15,000	15,000	
61100	Retirement-Employer Contribution	82,091	99,919	102,105	154,860	
61110	Part-Time Retirement	0	5,757	0	0	
61120	Medicare Insurance	20,775	23,421	22,680	22,710	
61130	Health Insurance	141,302	145,454	150,190	169,185	
61170	Retiree Health Benefits	19,450	82,631	23,765	14,975	
61180	Workers Compensation Insurance	26,083	25,487	23,240	24,860	
	SUBTOTAL PERSONNEL	1,897,659	2,114,431	1,964,770	2,012,875	
62010	Communications	45,657	37,197	45,000	45,000	
62120	Training, Transportation, Meetings	6,924	6,889	5,000	5,000	
62140	Membership, Subscription, Dues	3,177	1,937	12,000	12,000	
62300	Contract Services-Professional	59,833	9,672	26,140	23,000	
62322	M & R Machinery & Equipment	1,281	410	0	0	
62501	Operating Lease Expense	59,869	59,857	59,835	59,835	
62600	Parking Validation	0	5,118	0	0	
	SUBTOTAL CONTRACTUAL	176,740	121,079	147,975	144,835	
63001	Miscellaneous Operating Expenses	43,773	20,898	39,530	38,990	
	SUBTOTAL COMMODITIES	43,773	20,898	39,530	38,990	
65000	Building Rental	88,555	88,555	88,555	88,555	
65010	Rental City Equipment	49,930	49,930	43,020	43,020	
65100	Insurance Charges	86,370	86,370	86,370	86,370	
65240	Public Works Administrative Charges	249,055	281,920	127,735	108,625	
65400	Indirect Costs	81,268	74,459	98,895	65,865	
	SUBTOTAL CROSS CHARGES	555,178	581,234	444,575	392,435	
66510	Computer Software	4,019	271	0	0	
66600	Books, Records, Video	519	27	0	0	
	SUBTOTAL CAPITAL	4,538	298	0	0	
	TOTAL	2,677,887	2,837,941	2,596,850	2,589,135	
Class Code	AUTHORIZED PERSONNEL	ADOPTED FY 10-11		APPROVED FY 11-12		
		Full Time	Part Time	Full Time	Part Time	
2080	Assistant Engineer - Transportation (T)	1.00		0.00		
2100	Assistant Engineer II	5.00		5.00		
2155	Assistant Traffic Operations Engineer	1.00		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	0.60		0.60		
9130	Engineering Intern, P/T		10.00		10.00	
9505	Permit Parking Aide, P/T		2.00		2.00	
	TOTAL	12.10	12.00	11.10	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 FY 09-10 & 10-11

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.
- * Continued implementation of GIS; assumed responsibility for support of Planning and Building Agency computer network.
- * Added all of the City's parks to 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.

FY 10-11

- * Santa Ana Fixed Guideway Project: adopted locally preferred alternative; completed EIR and preliminary engineering.
- * Completed SARTC Master Plan Study and 90 percent of the Santa Ana Boulevard Grade Separation Study.
- * Completed construction of 260 miles of residential street repair project by January 2011.
- * Completed construction of Bristol Street widening Phase I.
- * Completed a reforestation project on South Flower from First Street to Edinger Avenue by infilling and replacing sycamore trees.
- * Developed a process to monitor properties with 5 or more occurrences of graffiti within 1 year for referral to Code Enforcement.
- * Implemented graffiti contract with Graffiti Protective Coatings.
- * Maintained sweeping service levels by combining City staff and contract services to fill void left by staff retirements.
- * Implemented the second year of the 3-year Energy Leader Partnership Program and Strategic Plan Strategies Program with SCE.
- * Worked toward making The Depot a self-sustaining operation and determine possible sources for funding capital improvements.
- * Completed preliminary work for retrofits of City-owned street lights on Main Street and Edinger Avenue with energy-efficient LED lamps.

Action Plan for FY 2011-12

- * Santa Ana Fixed Guideway Project: adopt locally preferred alternative by summer 2011; complete EIR by December 2011 and preliminary engineering by January 2012.
- * Complete SARTC Master Plan Study by July 2011 and Santa Ana Boulevard Grade Separation Study by September 2012.
- * Complete construction of 235 miles of residential street repair project by July 2011.
- * Complete ROW acquisition for Phase II Bristol Street widening by December 2011. Establish a funding strategy in coordination with OCTA for \$225 million street widening project.
- * Retrofit City-owned street lights on Main Street and Edinger Avenue with energy-efficient LED lamps.
- * Implement the third year of the 3-year Energy Leader Partnership Program and Strategic Plan Strategies Program with SCE. Begin baseline study on gas emission inventory and climate action plan.
- * Continue work on defining system requirements to interface GIS with SAPIN by January 2012.
- * Research opportunities to include adding chemical spraying to the weed and rubbish abatement contract to reduce the frequency of abating lots, and potentially utilize savings to focus on additional work efforts.
- * Implement graffiti contract with Graffiti Protective Coatings.
- * Maintain sweeping service levels by combining City staff and contract services to fill void left by staff retirements.
- * Implement the Mayor's 800 Trees Planting Program by December 2011.
- * 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 2012.
- * Design the Walnut Reservoir Pump Station Upgrades Project, including a new pump station building, and advertise for bids.
- * Continue to work 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 July 2012.
- * Restore the fire hydrant maintenance program and maintain all hydrants by July 2012.
- * Perform a financial study of the water and sewer enterprises with a primary focus on long-term capital improvement program funding requirements.

INTERNAL SERVICE FUNDS

PUBLIC WORKS ADMINISTRATIVE SERVICES					FUND	101
Administration					Department	17
					Program	601
Account Code	LINE ITEM RESOURCES	ACTUAL FY 08-09	ACTUAL FY 09-10	ADOPTED FY 10-11	APPROVED FY 11-12	
61000	Salaries Regular	1,765,941	1,705,970	1,816,525	1,758,770	
61020	Salaries Part-Time	87,552	125,023	156,245	170,000	
61040	Salaries Overtime	121	1,106	1,500	1,500	
61100	Retirement-Employer Contribution	104,981	124,224	131,075	201,385	
61110	Part-Time Retirement	0	537	0	0	
61120	Medicare Insurance	21,242	23,364	27,425	25,715	
61130	Health Insurance	241,348	226,926	261,715	285,880	
61170	Retiree Health Benefits	23,308	94,492	30,265	21,640	
61180	Workers Compensation Insurance	37,192	39,403	34,905	34,055	
	SUBTOTAL PERSONNEL	2,281,685	2,341,046	2,459,655	2,498,945	
62010	Communications	27,862	26,686	30,000	38,000	
62120	Training, Transportation, Meetings	43,007	35,118	42,560	41,760	
62140	Membership, Subscription, Dues	3,011	2,835	12,100	25,145	
62300	Contract Services-Professional	611,003	399,920	926,005	776,855	
62302	Contracted Vendor Personnel Services	0	22,451	30,000	30,000	
62322	M & R Machinery & Equipment	7,799	9,032	18,550	20,750	
62501	Operating Lease Expense	75,483	75,468	75,480	76,755	
62600	Parking Validation	0	3,334	2,100	2,100	
62700	Auto Expense	0	4,500	6,000	6,000	
	SUBTOTAL CONTRACTUAL	768,166	579,345	1,142,795	1,017,365	
63001	Miscellaneous Operating Expenses	33,376	28,628	40,900	257,000	
	SUBTOTAL COMMODITIES	33,376	28,628	40,900	257,000	
65000	Building Rental	94,265	94,265	106,485	106,480	
65010	Rental City Equipment	35,215	35,800	40,810	44,905	
65100	Insurance Charges	6,540	6,540	6,540	6,540	
65205	Internal Department Personnel Charges	400,357	396,765	402,165	402,165	
65400	Indirect Costs	92,764	78,184	118,850	78,175	
	SUBTOTAL CROSS CHARGES	629,141	611,554	674,850	638,265	
66400	Machinery & Equipment	57,050	14,010	264,000	52,000	
66510	Computer Software	7,216	0	1,000	0	
	SUBTOTAL CAPITAL	64,265	14,010	265,000	52,000	
68000	Transfer to Fund 11	0	0	100,000	0	
	SUBTOTAL TRANSFER OUT	0	0	100,000	0	
	TOTAL	3,776,634	3,574,583	4,683,200	4,463,575	

INTERNAL SERVICE FUNDS

PUBLIC WORKS ADMINISTRATIVE SERVICES		FUND 101			
Administration		Department 17			
		Program 601			
Class Code	AUTHORIZED PERSONNEL	ADOPTED FY 10-11		APPROVED FY 11-12	
		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 of Public Works	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 Systems Technician	1.00		1.00	
0390	Office Supervisor	1.00		1.00	
6140	Projects Manager	2.00		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		4.00	
1060	Systems Technician	1.00		1.00	
9090	Clerk Typist II, P/T		1.00		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		1.00		1.00
	Street Light Maintenance Technician, P/T		1.00		1.00
	TOTAL	----- 24.00 =====	----- 6.00 =====	----- 23.00 =====	----- 6.00 =====

INTERNAL SERVICE FUNDS

PUBLIC WORKS ENGINEERING SERVICES
Development Engineering

ACCOUNTING UNIT
10117605

Statement of Purpose

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 09-10 & 10-11

FY 09-10

- * Reviewed site plans for Courtyard by Marriott, McDonalds Restaurant, Bender Ready Mix, Santa Ana Express Car Wash, Calvary Church Master Plan, Shell Gas Station, Corinthian College, 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.

FY 10-11

- * Reviewed medium and major development projects to assess impacts to the city's infrastructure, and identified requirements for project implementation such as: Griffin/Related and City Ventures Residential Projects, Bush and Birch Street Courtyards, Washington Square Flats, Lyon Apartment Communities, Dr. Bui Medical/Retail Building, and Tava Residential Development.
- * 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 2011-12

- * Review and process site plans, improvement plans, and maps for major developments such the Griffin/Related and City Ventures Residential Projects, Lyon Apartment Communities, Tava Residential Development, McDonalds Restaurant, and Washington Street Courtyards.
- * Provide accurate, timely, and responsive review of development projects, which includes fees, conditions, right-of-way requirements, grading, street improvement plans, etc.
- * Provide accurate and timely review of utility permit applications.

PERFORMANCE MEASURES	Actual	Actual	Estimated	Objective
	FY 08-09	FY 09-10	FY 10-11	FY 11-12
Service Levels				
# of final subdivisions and right-of-way plan checks	73	55	50	50
# of street work and miscellaneous permits issued	255	483	375	400
# of building permit applications processed	616	441	480	500
# of site plan reviews, variances, and CUPs processed	72	55	50	50
# of utility plan checks	184	306	188	175
# of grading and improvements plan checks	92	50	93	90
# of wide load permits	518	397	432	400
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
Development Engineering

FUND 101
Department 17
Program 605

Account Code	LINE ITEM RESOURCES	ACTUAL FY 08-09	ACTUAL FY 09-10	ADOPTED FY 10-11	APPROVED FY 11-12
61000	Salaries Regular	897,119	797,629	662,290	598,910
61020	Salaries Part-Time	34,249	14,314	33,405	33,705
61040	Salaries Overtime	35	0	0	2,000
61100	Retirement-Employer Contribution	51,680	51,252	45,550	66,130
61110	Part-Time Retirement	0	475	0	0
61120	Medicare Insurance	10,697	9,655	9,430	8,650
61130	Health Insurance	95,507	78,168	81,320	87,645
61170	Retiree Health Benefits	12,399	34,877	10,265	7,200
61180	Workers Compensation Insurance	12,484	11,276	10,135	9,675
	SUBTOTAL PERSONNEL	1,114,170	997,646	852,395	813,915
62010	Communications	6,229	5,633	7,500	7,500
62120	Training, Transportation, Meetings	1,412	124	2,000	2,000
62140	Membership, Subscription, Dues	387	0	1,000	1,000
62300	Contract Services-Professional	8,187	8,030	10,080	18,280
62322	M & R Machinery & Equipment	70	0	0	0
62501	Operating Lease Expense	24,167	24,162	24,165	24,165
	SUBTOTAL CONTRACTUAL	40,451	37,949	44,745	52,945
63001	Miscellaneous Operating Expenses	7,672	8,731	10,820	10,670
	SUBTOTAL COMMODITIES	7,672	8,731	10,820	10,670
65010	Rental City Equipment	5,250	5,250	5,250	5,245
65100	Insurance Charges	25,190	25,190	25,190	25,190
65205	Internal Department Personnel Charges	120,320	127,070	127,070	127,070
65400	Indirect Costs	47,345	34,992	41,880	25,700
	SUBTOTAL CROSS CHARGES	198,105	192,502	199,390	183,205
66600	Books, Records, Video	43	0	100	100
	SUBTOTAL CAPITAL	43	0	100	100
	TOTAL	1,360,441	1,236,828	1,107,450	1,060,835

Class Code	AUTHORIZED PERSONNEL	ADOPTED FY 10-11		APPROVED FY 11-12	
		Full Time	Part Time	Full Time	Part Time
2100	Assistant Engineer II	2.75		1.75	
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	0.25		0.25	
2111	Senior Engineer	1.00		1.00	
	Engineering Aide	0.00		1.00	
9130	Engineering Intern, P/T		2.00		2.00
	TOTAL	5.45	2.00	5.45	2.00

**COMMUNITY DEVELOPMENT AGENCY
DEPARTMENTAL RESOURCE SUMMARY**

COMMUNITY DEVELOPMENT AGENCY

REVENUE	ACTUAL FY 08-09	ACTUAL FY 09-10	ADOPTED FY 10-11	APPROVED FY 11-12
50001-Prior Year Carry Forward				
Fund 130 HOME	(24,951)	0	0	0
Fund 133 Housing Authority-Issuer Fee	1,539,490	0	0	0
Fund 134 UDAG	250,858	0	0	0
Fund 135 CDBG/ESG	(1,912,936)	0	0	0
Fund 136 Housing Authority-HAP	3,281,973	0	0	0
Fund 139 Housing Authority-New Construction	(687,028)	0	0	0
Fund 140 Housing Authority-Administration	781,056	0	0	320,000
Fund 143 CalHome	(106,122)	0	0	0
Fund 145 Rental Rehabilitation Grant	245,171	0	0	0
Fund 405 HOPWA	(240,874)	0	0	0
Fund 417 Inclusionary Housing	0	0	1,047,000	0
Fund 507 Merged Housing	25,876,733	0	0	0
Fund 552 2003 Tax Allocation Bond Series A	3,064,686	0	0	0
Fund 553 South Main Commercial Corridor	13,851,558	0	0	0
Fund 570 Merged Project Area	13,566,662	0	0	0
Fund 571 Tax Increment	7,592,775	0	0	0
SUBTOTAL	67,079,051	0	1,047,000	320,000
50011-Property Tax				
South Main	24,875,056	20,943,625	20,966,115	20,018,855
Central City	11,706,056	11,498,761	10,361,780	9,833,080
South Harbor	11,706,345	11,481,678	11,107,835	10,996,000
Intercity	3,432,116	3,500,534	3,148,980	3,244,400
North Harbor	3,098,666	3,023,347	2,740,960	2,978,050
Bristol Corridor	3,665,451	3,388,785	3,160,815	3,432,665
SUBTOTAL	58,483,690	53,836,730	51,486,485	50,503,050
5200x-Federal Grants				
Fund 123 Workforce Investment Act	3,724,736	6,241,734	3,805,720	3,513,205
Fund 124 Orange County Grants	656,541	140,414	0	0
Fund 129 Federal Empowerment Zone	1,421,207	2,744,670	0	0
Fund 130 HOME	446,410	2,238,186	2,613,050	2,613,050
Fund 132 Department of Labor	0	599,907	714,000	0
Fund 135 CDBG/ESG *	8,284,202	6,160,693	7,754,460	7,100,000
Fund 136 Housing Authority-HAP	24,551,286	27,043,355	27,049,375	27,839,760
Fund 139 Housing Authority-New Construction	1,209,780	0	0	0
Fund 140 Housing Authority-Administration	2,870,097	2,817,072	2,840,000	2,464,845
Fund 141 EDI-Special Projects	249,450	0	0	0
Fund 142 Neighborhood Stabilization Program	217,712	4,939,456	0	0
Fund 405 HOPWA	1,271,844	1,713,573	1,568,180	1,568,180
SUBTOTAL	44,903,265	54,639,060	46,344,785	45,099,040
5202x-State Grants				
Fund 143 CalHome	264,311	187,357	0	0
5330x-Program Income				
Fund 135 CDBG/ESG	0	14,285	0	0
5690x-Principal and Interest Repayment				
Fund 129 Federal Empowerment Zone	18,857	0	0	0
Fund 130 HOME	337,995	356,205	340,000	240,000
Fund 135 CDBG/ESG	0	68,510	0	0
Fund 142 Neighborhood Stabilization Program	0	562,461	3,000,000	3,800,000
Fund 143 CalHome	186	4,682	0	0
Fund 145 Rental Rehabilitation Grant	1,634	1,513	0	0
Fund 507 Merged Housing	398,963	773,105	633,000	633,000
SUBTOTAL	757,635	1,766,476	3,973,000	4,673,000
570xx-Misc Income				
Fund 130 HOME	100	507	0	0
Fund 139 Housing Authority-New Construction	0	3,525	0	0
Fund 140 Housing Authority-Administration	0	15	0	0
Fund 143 CalHome	61,910	0	0	0
Fund 507 Merged Housing	227	0	0	0
Fund 570 Merged Project Area	15	1,884,133	200,000	208,125
SUBTOTAL	62,252	1,888,180	200,000	208,125

**COMMUNITY DEVELOPMENT AGENCY
DEPARTMENTAL RESOURCE SUMMARY**

COMMUNITY DEVELOPMENT AGENCY

REVENUE	ACTUAL FY 08-09	ACTUAL FY 09-10	ADOPTED FY 10-11	APPROVED FY 11-12
578xx-Fees				
Fund-133 Housing Authority-Issuer Fee	91,426	36,370	95,000	95,000
Fund 136 Housing Authority-HAP	133,326	85,071	10,000	14,000
Fund 140 Housing Authority-Administration	26,046	12,717	73,000	79,000
Fund 143 CalHome	250	64	0	0
Fund 417 Inclusionary Housing	0	1,047,000	0	0
Fund 507 Merged Housing	2,013,838	17,869	1,500,000	1,634,045
Fund 570 Merged Project Area	0	13,393	0	0
SUBTOTAL	2,264,886	1,212,484	1,678,000	1,822,045
579xx-Income				
Fund 142 Neighborhood Stabilization Program	0	4	0	0
Fund 507 Merged Housing	84,150	96,094	0	0
Fund 570 Merged Project Area	1,733,520	227,772	187,200	192,720
SUBTOTAL	1,817,670	323,870	187,200	192,720
5800x-Investments				
Fund 124 Orange County SSA Grants	4,442	0	0	0
Fund-133 Housing Authority-Issuer Fee	34,773	15,329	85,900	120,000
Fund 134 UDAG	1,706	216	0	0
Fund 136 Housing Authority-HAP	57,790	8,817	13,000	70,000
Fund 138 Housing Authority-Rehab	1	0	0	0
Fund 139 Housing Authority-New Construction	7,022	3,504	0	0
Fund 140 Housing Authority-Administration	24,336	8,439	10,000	10,000
Fund 143 CalHome	0	44	0	0
Fund 145 Rental Rehabilitation Grant	5,378	2,303	0	0
Fund 417 Inclusionary Housing	0	4,166	0	0
Fund 507 Merged Housing	831,928	377,891	286,500	286,500
Fund 517 1989 Tax Allocation Bond Series B	24,405	0	0	0
Fund 518 1989 Tax Allocation Bond Series E	6,834	0	0	0
Fund 527 1989 Tax Allocation Bond Series A	3,776	0	0	0
Fund 552 2003 Tax Allocation Bond Series A	59,349	23,323	0	0
Fund 553 South Main Commercial Corridor	366,290	74,962	0	0
Fund 570 Merged Project Area	375,411	126,168	300,000	140,000
Fund 571 Tax Increment	242,948	16,726	0	0
SUBTOTAL	2,046,389	661,888	695,400	626,500
58500-Gain/Loss-Sale of Land				
Fund 507 Merged Housing	300,920	0	0	0
Fund 570 Merged Project Area	1	2	0	0
SUBTOTAL	300,921	2	0	0
59907-Discount Earnings				
Fund 140 Housing Authority-Administration	0	4	0	0
59000-xxx Interfund Transfers				
Fund 507 Merged Housing	15,057,681	17,828,346	13,573,155	13,497,905
Fund 517 1989 Tax Allocation Bond Series B	6,322,020	6,545,985	6,467,635	0
Fund 518 1989 Tax Allocation Bond Series E	1,927,845	1,963,475	1,965,345	0
Fund 527 1989 Tax Allocation Bond Series A	784,090	804,675	804,200	0
Fund 547 1989 Tax Allocation Bond Series C	1,505,700	1,502,435	1,509,230	0
Fund 552 2003 Tax Allocation Bond Series A	1,278,325	1,275,685	1,277,300	1,280,070
Fund 553 South Main Commercial Corridor	644,759	30,814	2,474,000	2,362,225
Fund 554 2011 Tax Allocation Bond Series A	0	0	0	4,535,605
Fund 558 2003 Tax Allocation Bond Series B	2,890,700	2,888,665	2,899,400	2,896,250
Fund 570 Merged Project Area	12,394,575	17,084,999	7,015,315	8,042,590
SUBTOTAL	42,805,695	49,925,079	37,985,580	32,614,645
TOTAL	220,785,765	164,455,415	143,597,450	136,059,125
LESS INTERFUND TRANFERS	43,623,895	48,642,954	38,278,960	34,248,690
TOTAL ALL SOURCES	177,161,870	115,812,461	105,318,490	101,810,435
<small>* Amount includes funds provided to other departments for various projects and programs</small>				

**COMMUNITY DEVELOPMENT AGENCY
DEPARTMENT RESOURCE SUMMARY**

COMMUNITY DEVELOPMENT AGENCY

ACTIVITIES	ACTUAL FY 08-09	ACTUAL FY 09-10	ADOPTED FY 10-11	APPROVED FY 11-12
Administration				
50718810 Housing Development & Rehabilitation	5,348,570	1,961,190	1,851,885	2,069,760
50718820 Neighborhood Improvement	972,172	718,506	641,830	601,455
57018841 Economic Development	1,780,697	1,185,486	1,620,000	1,589,220
57018842 Redevelopment	1,020,233	747,758	1,503,000	1,486,365
57018843 Administrative Services	1,745,125	19,453,552	1,809,200	1,774,825
SUBTOTAL	10,866,797	24,066,492	7,425,915	7,521,625
Federal / State Grants				
123187xx Workforce Investment Act	3,811,952	6,446,827	3,805,720	3,513,205
124187xx Orange County Grants	560,035	162,582	0	0
129187xx Federal Empowerment Zone	1,429,900	2,780,614	0	0
130187xx HOME / American Dream Downpayment	860,581	2,594,899	2,953,050	2,853,050
13118770 CAPOC SAY 2010	0	3,272	0	0
132187xx Department of Labor	0	599,909	714,000	0
13318780 Housing Authority - Issuer Fee	3,433	0	180,900	215,000
13418740 Urban Development Action Grant	237,319	0	0	0
135187xx CDBG/ESG/HPRP Grants *	7,464,737	6,243,492	7,754,460	7,100,000
13618760 Housing Authority - HAP	25,869,395	28,131,242	27,072,375	27,923,760
13918760 Housing Authority - New Construction	0	533,373	0	0
14018760 Housing Authority - Administration	2,862,654	2,778,204	2,923,000	2,873,845
14118761 EDI Idea High-Tech Education Center	249,927	(477)	0	0
142187xx Neighborhood Stabilization Program	218,131	5,421,410	3,000,000	3,800,000
143187xx CalHome	272,794	82,046	0	0
405187xx HOPWA	1,256,159	1,635,719	1,568,180	1,568,180
41718820 Inclusionary Housing	0	0	1,047,000	0
SUBTOTAL	45,097,017	57,413,112	51,018,685	49,847,040
Capital Projects				
50718830 Housing Development & Rehabilitation	4,119,918	6,737,432	13,498,940	13,380,235
55218830 South Main	236,976	149,364	0	0
55318830 South Main Commercial Corridor	1,500	82,177	2,427,500	2,347,925
57018830 Merged Project Area	2,263,412	191,798	2,379,615	3,041,900
SUBTOTAL	6,621,806	7,160,771	18,306,055	18,770,060
Debt Service/Obligations				
50718850 Merged Housing Obligations	0	3,679,545	0	0
51718020 1989 Tax Allocation Bond Series B	6,447,017	6,545,980	6,467,635	0
51818020 1989 Tax Allocation Bond Series E	1,957,845	1,963,474	1,965,345	0
52718020 1989 Tax Allocation Bond Series A	804,088	804,676	804,200	0
54718020 1989 Tax Allocation Bond Series C	1,505,699	1,502,436	1,509,230	0
55218020 2003 Tax Allocation Bond Series A	1,278,232	1,276,285	1,277,300	1,280,070
55318850 South Main Commercial Corridor	71,094	51,177	46,500	14,300
55418020 2011 Tax Allocation Bond Series A	0	0	0	4,535,605
55818020 2003 Tax Allocation Bond Series B	2,891,309	2,889,463	2,899,400	2,896,250
57018850 Merged Obligations	4,066,772	4,879,756	390,700	388,125
57118020 Merged Project Area Debt Service	28,433,738	28,178,519	25,436,875	24,044,600
57118021 Merged Project Area Obligations	26,882,357	31,425,138	26,049,610	26,458,450
SUBTOTAL	74,338,151	83,196,449	66,846,795	59,617,400
TOTAL	136,923,771	171,836,824	143,597,450	135,756,125
LESS INTERFUND TRANSFERS	43,123,896	48,642,954	38,278,960	33,945,690
TOTAL ALL ACTIVITIES	93,799,875	123,193,870	105,318,490	101,810,435
* Amount includes funds provided to other departments for various projects and programs				

**COMMUNITY DEVELOPMENT AGENCY
DEPARTMENT RESOURCE SUMMARY**

COMMUNITY DEVELOPMENT AGENCY

Class Code	AUTHORIZED PERSONNEL	ADOPTED FY 10-11		APPROVED FY 11-12	
		Full Time		Full Time	
Administrative Services Division					
2491	Deputy City Manager for Dev Services	0.15		0.15	
2865	Asst Director of Community Development	0.90		0.90	
2460	Housing Division Manager	0.10		0.10	
0150	Senior Management Analyst	1.00		1.00	
1840	Housing Programs Analyst	0.25		0.20	
0520	Housing Programs Coordinator	0.10		0.05	
2700	Senior Residential Construction Specialist	0.10		0.10	
7000	Loan Specialist	0.10		0.10	
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	1.95		1.95	
7280	Senior Accounting Assistant	1.80		1.75	
7584	Senior Community Development Analyst	1.00		1.00	
7390	Executive Secretary	0.70		0.70	
7270	Secretary	0.80		0.80	
7330	Senior Office Assistant	0.60		0.60	
	SUBTOTAL	<u>16.55</u>		<u>16.40</u>	
Redevelopment Division					
2491	Deputy City Manager for Dev Services	0.35		0.35	
2865	Asst. Director of Community Development	0.10		0.10	
0605	Redevelopment Program Manager	0.50		0.50	
0600	Redevelopment Project Manager III	1.50		1.50	
7390	Executive Secretary	0.20		0.20	
7270	Secretary	0.20		0.20	
7330	Senior Office Assistant	0.40		0.40	
	SUBTOTAL	<u>3.25</u>		<u>3.25</u>	
Economic Development Division					
2491	Deputy City Manager for Dev Services	0.15		0.15	
2690	Economic Development Manager	1.00		1.00	
0350	Economic Development Specialist III	3.00		3.00	
0550	Economic Development Specialist II	2.00		2.00	
0560	Economic Development Specialist I	1.00		1.00	
8374	Workforce Specialist IV	1.00		1.00	
8373	Workforce Specialist III	3.00		3.00	
8372	Workforce Specialist II	14.00		14.00	
1720	Management Analyst	0.05		0.05	
2399	Graphics Supervisor	1.00		1.00	
4270	Employment Services Fiscal Specialist	1.00		1.00	
7280	Senior Accounting Assistant	0.20		0.25	
7270	Secretary	1.00		1.00	
7330	Senior Office Assistant	2.00		2.00	
0060	Receptionist	2.00		2.00	
	SUBTOTAL	<u>32.40</u>		<u>32.45</u>	

**COMMUNITY DEVELOPMENT AGENCY
DEPARTMENT RESOURCE SUMMARY**

COMMUNITY DEVELOPMENT AGENCY

Class Code	AUTHORIZED PERSONNEL	ADOPTED FY 10-11		APPROVED FY 11-12	
		Full Time		Full Time	
Housing Division					
2491	Deputy City Manager for Dev Services	0.35		0.35	
2460	Housing Division Manager	0.90		0.90	
0520	Housing Programs Coordinator	0.90		0.95	
7640	Housing Authority Coordinator	1.00		1.00	
0600	Redevelopment Project Manager II	0.50		0.50	
7610	Community Development District Manager	2.00		2.00	
1720	Management Analyst	1.00		1.00	
1840	Housing Programs Analyst	1.75		1.80	
2700	Senior Residential Construction Specialist	0.90		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	0.90		0.90	
2760	Property Rehabilitation Assistant	1.00		1.00	
7390	Executive Secretary	0.10		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	6.00		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	
	SUBTOTAL	33.80		33.90	
	TOTAL PERSONNEL	<u>86.00</u>		<u>86.00</u>	

**COMMUNITY DEVELOPMENT AGENCY
DIVISION RESOURCE SUMMARY**

Administrative Services Division

ACTIVITIES	ACTUAL FY 08-09	ACTUAL FY 09-10	ADOPTED FY 10-11	APPROVED FY 11-12
Administration				
57018843 Administrative Services	<u>1,745,125</u>	<u>19,453,552</u>	<u>1,809,200</u>	<u>1,774,825</u>
SUBTOTAL	1,745,125	19,453,552	1,809,200	1,774,825
Federal/State Grants				
13418740 Urban Development Action Grant	237,319	0	0	0
13518780 Community Development Block Grant	389,954	652,971	700,000	700,000
13518783 CDBG Projects *	6,696,537	3,125,626	6,451,630	5,775,000
13518785 Emergency Shelter Grant	357,896	312,737	302,830	300,000
13518786 Homelessness Prevention & Rapid Re-Housing	0	518,314	0	0
13518787 CDBG-Recovery	<u>0</u>	<u>1,293,783</u>	<u>0</u>	<u>0</u>
SUBTOTAL	7,681,706	5,903,431	7,454,460	6,775,000
Debt Service/Obligations				
51718020 1989 Tax Allocation Bond Series B	6,447,017	6,545,980	6,467,635	0
51818020 1989 Tax Allocation Bond Series E	1,957,845	1,963,474	1,965,345	0
52718020 1989 Tax Allocation Bond Series A	804,088	804,676	804,200	0
54718020 1989 Tax Allocation Bond Series C	1,505,699	1,502,436	1,509,230	0
55218020 2003 Tax Allocation Bond Series A	1,278,232	1,276,285	1,277,300	1,280,070
55318850 South Main Commercial Corridor	71,094	51,177	46,500	14,300
55418020 2011 Tax Allocation Bond Series A	0	0	0	4,535,605
55818020 2003 Tax Allocation Bond Series B	2,891,309	2,889,463	2,899,400	2,896,250
57018850 Merged Obligations	4,066,772	4,879,756	390,700	388,125
57118020 Merged Project Area Debt Service	28,433,738	28,178,519	25,436,875	24,044,600
57118021 Merged Project Area Obligations	<u>26,882,357</u>	<u>31,425,138</u>	<u>26,049,610</u>	<u>26,458,450</u>
SUBTOTAL	74,338,151	79,516,904	66,846,795	59,617,400
TOTAL *	<u>83,764,982</u>	<u>104,873,887</u>	<u>76,110,455</u>	<u>68,167,225</u>
LESS INTERFUND TRANSFERS	39,444,351	44,963,409	38,278,960	33,945,690
TOTAL ACTIVITIES *	<u>44,320,631</u>	<u>59,910,478</u>	<u>37,831,495</u>	<u>34,221,535</u>
* Amount includes funds provided to other departments for various projects and programs				
OPERATING EXPENSE	ACTUAL FY 08-09	ACTUAL FY 09-10	ADOPTED FY 10-11	APPROVED FY 11-12
61000 Personnel	3,049,266	3,350,836	3,762,950	3,537,545
62000 Contractual	1,224,102	1,862,541	2,542,355	2,380,825
63000 Commodities	29,507	23,169	43,790	35,500
65000 Fixed Charges	870,675	982,265	420,120	432,380
66000 Capital	3,700,143	1,306,012	3,491,630	3,063,170
67000 Debt Service	16,047,422	14,711,014	14,605,290	10,490,925
68000 Interfund Transfers	44,156,091	52,587,499	39,316,650	35,742,505
69000 Miscellaneous	<u>14,687,776</u>	<u>30,050,551</u>	<u>11,927,670</u>	<u>12,484,375</u>
TOTAL *	<u>83,764,982</u>	<u>104,873,887</u>	<u>76,110,455</u>	<u>68,167,225</u>
LESS INTERFUND TRANSFERS	39,444,351	44,963,409	38,278,960	33,945,690
TOTAL OPERATING *	<u>44,320,631</u>	<u>59,910,478</u>	<u>37,831,495</u>	<u>34,221,535</u>
* Amount includes funds provided to other departments for various projects and programs				

**COMMUNITY DEVELOPMENT AGENCY
DIVISION RESOURCE SUMMARY**

Administrative Services Division

Class Code	AUTHORIZED PERSONNEL	ADOPTED FY 09-10		APPROVED FY 11-12	
		Full Time		Full Time	
2491	Deputy City Manager for Dev Services	0.15		0.15	
2865	Asst Director of Community Development	0.90		0.90	
2460	Housing Division Manager	0.10		0.10	
0150	Senior Management Analyst	1.00		1.00	
1840	Housing Programs Analyst	0.25		0.20	
0520	Housing Programs Coordinator	0.10		0.05	
2700	Senior Residential Construction Specialist	0.10		0.10	
7000	Loan Specialist	0.10		0.10	
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	1.95		1.95	
7280	Senior Accounting Assistant	1.80		1.75	
7584	Senior Community Development Analyst	1.00		1.00	
7390	Executive Secretary	0.70		0.70	
7270	Secretary	0.80		0.80	
7330	Senior Office Assistant	0.60		0.60	
	TOTAL	<u>16.55</u>		<u>16.40</u>	

COMMUNITY DEVELOPMENT AGENCY

ADMINISTRATIVE SERVICES Various	PROGRAM
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>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 style="text-align: center;"><u>SERVICE PROGRAM</u></p> <p>ADMINISTRATIVE SERVICES 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>COMMUNITY DEVELOPMENT BLOCK GRANT/EMERGENCY SHELTER GRANT 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>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>PARKING METER 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>DOWNTOWN PARKING FACILITIES 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 09-10 & FY 10-11				
<ul style="list-style-type: none"> * Prepared and submitted all reports as required by the California Redevelopment Law & the Housing and Urban Development regulations. * 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. 				
Action Plan for FY 2011-12				
<ul style="list-style-type: none"> * Continue to manage Agency financial resources effectively to address continuing budget challenges. * Continue to 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 08-09	FY 09-10	FY 10-11	FY 11-12
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	100%	100%	100%	100%
Efficiency # of objectives completed on schedule	4	4	5	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 08-09	ACTUAL FY 09-10	ADOPTED FY 10-11	APPROVED FY 11-12
61000	Salaries Regular	705,908	551,796	585,605	548,230
61020	Salaries Part-Time	94,951	86,053	169,180	180,005
61040	Salaries Overtime	8,242	1,985	10,000	10,000
61100	Retirement-Employer Contribution	35,178	40,460	49,190	56,955
61110	Part-Time Retirement	0	1,016	12,030	9,720
61120	Medicare Insurance	5,787	6,305	10,945	10,560
61130	Health Insurance	86,591	114,492	79,915	109,370
61170	Retiree Health Benefits	9,294	3,235	9,425	7,665
61180	Worker Compensation Insurance	8,460	8,394	10,425	9,975
	SUBTOTAL PERSONNEL	954,411	813,736	936,715	942,480
62010	Communications	24,531	15,792	25,000	20,000
62012	Cellular Phone Charges	1,816	1,216	2,000	1,000
62120	Training, Transportation, Meeting	12,852	4,163	9,575	7,310
62140	Membership, Subscription and Dues	20,956	15,517	16,300	15,240
62200	Advertising	4,084	3,170	7,320	8,500
62300	Contract Services-Professional	215,688	206,392	278,375	241,735
62302	Contracted Vendor Personnel Services	0	37,298	125,500	120,000
62322	M & R Machinery & Equipment	787	250	500	500
62400	Auditor Fee	0	0	20,000	20,000
62600	Parking Validation	0	3,199	1,800	1,500
62700	Auto Expense	0	490	600	600
	SUBTOTAL CONTRACTUAL	280,714	287,487	486,970	436,385
63001	Miscellaneous Office Expenses	24,245	16,721	33,790	25,000
	SUBTOTAL COMMODITIES	24,245	16,721	33,790	25,000
65000	Building Rental	35,635	35,635	35,635	35,635
65010	Rental City Equipment	9,570	2,845	3,875	3,875
65040	Computer Services Charge	6,330	6,330	4,200	4,200
65050	IS Strategic Plan	107,915	107,915	107,915	117,915
65100	Insurance Charges	156,295	156,295	59,510	59,510
65205	Internal Departments Personnel Charges	51,174	50,119	52,655	61,455
65400	Indirect Costs	118,350	84,972	87,935	86,370
	SUBTOTAL FIXED CHARGES	485,269	444,111	351,725	368,960
66400	Machinery & Equipment	0	924	0	0
66510	Computer Software	486	1,317	0	2,000
	SUBTOTAL CAPITAL	486	2,241	0	2,000
69166	ERAF Payment	0	17,889,256	0	0
	SUBTOTAL MISCELLANEOUS	0	17,889,256	0	0
	TOTAL	1,745,125	19,453,552	1,809,200	1,774,825

COMMUNITY DEVELOPMENT AGENCY

ADMINISTRATIVE SERVICES		ACCOUNT UNIT			
Merged		57018843			
Class Code	AUTHORIZED PERSONNEL	ADOPTED FY 10-11		APPROVED FY 11-12	
		Full Time		Full Time	
2491	Deputy City Manager for Dev Services	0.10		0.10	
2865	Asst. Director of Community Development	0.60		0.60	
0150	Senior Management Analyst	0.95		0.95	
1720	Management Analyst	0.90		0.90	
7280	Senior Accounting Assistant	1.70		1.65	
7390	Executive Secretary	0.70		0.70	
7584	Sr. Community Development Analyst	0.25		0.25	
7270	Secretary	0.70		0.70	
7330	Senior Office Assistant	0.30		0.30	
	TOTAL	<u>6.20</u>		<u>6.15</u>	

COMMUNITY DEVELOPMENT AGENCY

ADMINISTRATIVE SERVICES		ACCOUNT UNIT			
Central City (Debt Service)		51718020			
Account Code	LINE ITEM RESOURCES	ACTUAL FY 08-09	ACTUAL FY 09-10	ADOPTED FY 10-11	APPROVED FY 11-12
67300	Bond Principal	2,495,000	2,685,000	2,895,000	0
67310	Bond Interest	<u>3,272,997</u>	<u>3,081,980</u>	<u>2,874,415</u>	<u>0</u>
	SUBTOTAL DEBT SERVICE	5,767,997	5,766,980	5,769,415	0
68000-570	Transfer to Fund 570	<u>679,020</u>	<u>779,000</u>	<u>698,220</u>	<u>0</u>
	SUBTOTAL INTERFUND TRANSFERS	679,020	779,000	698,220	0
	TOTAL	<u><u>6,447,017</u></u>	<u><u>6,545,980</u></u>	<u><u>6,467,635</u></u>	<u><u>0</u></u>

ADMINISTRATIVE SERVICES		ACCOUNT UNIT			
Central City (Debt Service)		51818020			
Account Code	LINE ITEM RESOURCES	ACTUAL FY 08-09	ACTUAL FY 09-10	ADOPTED FY 10-11	APPROVED FY 11-12
67300	Bond Principal	740,000	800,000	865,000	0
67310	Bond Interest	<u>1,023,945</u>	<u>967,349</u>	<u>905,945</u>	<u>0</u>
	SUBTOTAL DEBT SERVICE	1,763,945	1,767,349	1,770,945	0
68000-570	Transfer to Fund 570	<u>193,900</u>	<u>196,125</u>	<u>194,400</u>	<u>0</u>
	SUBTOTAL INTERFUND TRANSFERS	193,900	196,125	194,400	0
	TOTAL	<u><u>1,957,845</u></u>	<u><u>1,963,474</u></u>	<u><u>1,965,345</u></u>	<u><u>0</u></u>

ADMINISTRATIVE SERVICES		ACCOUNT UNIT			
Inter City (Debt Service)		52718020			
Account Code	LINE ITEM RESOURCES	ACTUAL FY 08-09	ACTUAL FY 09-10	ADOPTED FY 10-11	APPROVED FY 11-12
67300	Bond Principal	320,000	345,000	370,000	0
67310	Bond Interest	<u>418,688</u>	<u>394,581</u>	<u>368,665</u>	<u>0</u>
	SUBTOTAL DEBT SERVICE	738,688	739,581	738,665	0
68000-570	Transfer to Fund 570	<u>65,400</u>	<u>65,095</u>	<u>65,535</u>	<u>0</u>
	SUBTOTAL INTERFUND TRANSFERS	65,400	65,095	65,535	0
	TOTAL	<u><u>804,088</u></u>	<u><u>804,676</u></u>	<u><u>804,200</u></u>	<u><u>0</u></u>

COMMUNITY DEVELOPMENT AGENCY

ADMINISTRATIVE SERVICES		ACCOUNT UNIT			
South Harbor (Debt Service)		54718020			
Account Code	LINE ITEM RESOURCES	ACTUAL FY 08-09	ACTUAL FY 09-10	ADOPTED FY 10-11	APPROVED FY 11-12
67300	Bond Principal	555,000	595,000	640,000	0
67310	Bond Interest	<u>707,219</u>	<u>665,531</u>	<u>620,765</u>	<u>0</u>
	SUBTOTAL DEBT SERVICE	1,262,219	1,260,531	1,260,765	0
68000-570	Transfer to Fund 570	<u>243,480</u>	<u>241,905</u>	<u>248,465</u>	<u>0</u>
	SUBTOTAL INTERFUND TRANSFERS	243,480	241,905	248,465	0
	TOTAL	<u><u>1,505,699</u></u>	<u><u>1,502,436</u></u>	<u><u>1,509,230</u></u>	<u><u>0</u></u>

ADMINISTRATIVE SERVICES		ACCOUNT UNIT			
South Main (Debt Service)		55218020			
Account Code	LINE ITEM RESOURCES	ACTUAL FY 08-09	ACTUAL FY 09-10	ADOPTED FY 10-11	APPROVED FY 11-12
62300	Contract Services-Professional	2,300	(2,300)	0	1,500
62302	Contracted Vendor Personnel Services	0	2,800	0	0
62401	Trustee Fees	<u>2,109</u>	<u>4,600</u>	<u>6,000</u>	<u>4,000</u>
	SUBTOTAL CONTRACTUAL	4,409	5,100	6,000	5,500
67300	Bond Principal	500,000	510,000	525,000	545,000
67310	Bond Interest	<u>773,823</u>	<u>761,185</u>	<u>746,300</u>	<u>729,570</u>
	SUBTOTAL DEBT SERVICE	1,273,823	1,271,185	1,271,300	1,274,570
	TOTAL	<u><u>1,278,232</u></u>	<u><u>1,276,285</u></u>	<u><u>1,277,300</u></u>	<u><u>1,280,070</u></u>

ADMINISTRATIVE SERVICES		ACCOUNT UNIT			
South Main (Debt Service)		55818020			
Account Code	LINE ITEM RESOURCES	ACTUAL FY 08-09	ACTUAL FY 09-10	ADOPTED FY 10-11	APPROVED FY 11-12
62300	Contract Services-Professional	0	2,300	0	1,500
62401	Trustee Fees	<u>2,109</u>	<u>0</u>	<u>5,200</u>	<u>4,000</u>
	SUBTOTAL CONTRACTUAL	2,109	2,300	5,200	5,500
67300	Bond Principal	1,660,000	1,730,000	1,810,000	1,890,000
67310	Bond Interest	<u>1,229,200</u>	<u>1,157,163</u>	<u>1,084,200</u>	<u>1,000,750</u>
	SUBTOTAL DEBT SERVICE	2,889,200	2,887,163	2,894,200	2,890,750
	TOTAL	<u><u>2,891,309</u></u>	<u><u>2,889,463</u></u>	<u><u>2,899,400</u></u>	<u><u>2,896,250</u></u>

COMMUNITY DEVELOPMENT AGENCY

ADMINISTRATIVE SERVICES		ACCOUNT UNIT			
Merged (Debt Service)		55418020			
Account Code	LINE ITEM RESOURCES	ACTUAL FY 08-09	ACTUAL FY 09-10	ADOPTED FY 10-11	APPROVED FY 11-12
62300	Contract Services-Professional	0	0	0	3,000
62401	Trustee Fees	<u>0</u>	<u>0</u>	<u>0</u>	<u>7,000</u>
	SUBTOTAL CONTRACTUAL	0	0	0	10,000
67310	Bond Interest	<u>0</u>	<u>0</u>	<u>0</u>	<u>4,525,605</u>
	SUBTOTAL DEBT SERVICE	0	0	0	4,525,605
	TOTAL	<u><u>0</u></u>	<u><u>0</u></u>	<u><u>0</u></u>	<u><u>4,535,605</u></u>

ADMINISTRATIVE SERVICES		ACCOUNT UNIT			
Merged (Debt Service)		57118020			
Account Code	LINE ITEM RESOURCES	ACTUAL FY 08-09	ACTUAL FY 09-10	ADOPTED FY 10-11	APPROVED FY 11-12
67002	Interest-Santa Ana Venture	<u>820,122</u>	<u>1,018,225</u>	<u>900,000</u>	<u>1,800,000</u>
	SUBTOTAL DEBT SERVICE	820,122	1,018,225	900,000	1,800,000
68000-517	Transfer to Fund 517	5,643,000	5,766,985	5,769,415	0
68000-518	Transfer to Fund 518	1,733,945	1,767,350	1,770,945	0
68000-527	Transfer to Fund 527	718,690	739,580	738,665	0
68000-547	Transfer to Fund 547	1,262,220	1,260,530	1,260,765	0
68000-552	Transfer to Fund 552	1,278,325	1,275,685	1,277,300	1,280,070
68000-553	Transfer to Fund 553	714,766	30,814	2,474,000	2,362,225
68000-554	Transfer to Fund 554	0	0	0	4,535,605
68000-558	Transfer to Fund 558	2,890,700	2,888,665	2,899,400	2,896,250
68000-570	Transfer to Fund 570	7,533,230	5,806,595	5,808,695	7,739,590
68010-011	Loan Payment to Fund 011	<u>5,838,740</u>	<u>7,624,090</u>	<u>2,537,690</u>	<u>3,430,860</u>
	SUBTOTAL INTERFUND TRANSFERS	27,613,616	27,160,294	24,536,875	22,244,600
	TOTAL	<u><u>28,433,738</u></u>	<u><u>28,178,519</u></u>	<u><u>25,436,875</u></u>	<u><u>24,044,600</u></u>

COMMUNITY DEVELOPMENT AGENCY

ADMINISTRATIVE SERVICES		ACCOUNT UNIT			
Merged (Obligations)		57018850			
Account Code	LINE ITEM RESOURCES	ACTUAL FY 08-09	ACTUAL FY 09-10	ADOPTED FY 10-11	APPROVED FY 11-12
62300	Contract Services-Professional	482,121	7,721	0	0
62500	Rent Payments	<u>234,997</u>	<u>253,774</u>	<u>390,700</u>	<u>388,125</u>
	SUBTOTAL CONTRACTUAL	717,118	261,495	390,700	388,125
67300	Bond Principal	1,497,684	0	0	0
67310	Bond Interest	<u>33,744</u>	<u>0</u>	<u>0</u>	<u>0</u>
	SUBTOTAL DEBT SERVICE	1,531,428	0	0	0
68000-507	Transfer to Fund 507	0	3,679,545	0	0
68010-011	Loan Payment to Fund 011	<u>373,000</u>	<u>0</u>	<u>0</u>	<u>0</u>
	SUBTOTAL INTERFUND TRANSFERS	373,000	3,679,545	0	0
69135	Payment to Subagent	945,226	0	0	0
69142	Payment to Other Agencies	0	938,716	0	0
69166	ERAF Payment	<u>500,000</u>	<u>0</u>	<u>0</u>	<u>0</u>
	SUBTOTAL MISCELLANEOUS	1,445,226	938,716	0	0
	TOTAL	<u><u>4,066,772</u></u>	<u><u>4,879,756</u></u>	<u><u>390,700</u></u>	<u><u>388,125</u></u>

ADMINISTRATIVE SERVICES		ACCOUNT UNIT			
Merged (Obligations)		57118021			
Account Code	LINE ITEM RESOURCES	ACTUAL FY 08-09	ACTUAL FY 09-10	ADOPTED FY 10-11	APPROVED FY 11-12
62300	Contract Services-Professional	<u>0</u>	<u>755,798</u>	<u>1,040,615</u>	<u>985,000</u>
	SUBTOTAL CONTRACTUAL	0	755,798	1,040,615	985,000
68000-553	Transfer to Fund 553	(70,006)	0	0	0
68000-507	Transfer to Fund 507	15,057,681	14,148,801	13,573,155	13,497,905
68000-570	Transfer to Fund 570	<u>0</u>	<u>6,316,734</u>	<u>0</u>	<u>0</u>
	SUBTOTAL INTERFUND TRANSFERS	14,987,675	20,465,535	13,573,155	13,497,905
69135	Payment to Subagent	10,394,682	4,190,514	0	0
69142	Payment to Other Agencies	0	6,013,291	9,935,840	10,341,500
69166	ERAF Payment	<u>1,500,000</u>	<u>0</u>	<u>1,500,000</u>	<u>1,634,045</u>
	SUBTOTAL MISCELLANEOUS	11,894,682	10,203,805	11,435,840	11,975,545
	TOTAL	<u><u>26,882,357</u></u>	<u><u>31,425,138</u></u>	<u><u>26,049,610</u></u>	<u><u>26,458,450</u></u>

COMMUNITY DEVELOPMENT AGENCY

ADMINISTRATIVE SERVICES		ACCOUNT UNIT			
Commercial Corridor		55318850			
Account Code	LINE ITEM RESOURCES	ACTUAL FY 08-09	ACTUAL FY 09-10	ADOPTED FY 10-11	APPROVED FY 11-12
61000	Salaries Regular	0	1,381	0	0
61020	Salaries Part-Time	0	1,184	0	0
61100	Retirement-Employer Contribution	0	94	0	0
61110	Part-Time Retirement	0	35	0	0
61120	Medicare Insurance	0	20	0	0
61130	Health Insurance	0	102	0	0
61170	Retiree Health Benefits	0	15	0	0
61180	Worker Compensation Insurance	0	27	0	0
	SUBTOTAL PERSONNEL	<u>0</u>	<u>2,858</u>	<u>0</u>	<u>0</u>
62000	Utilities	0	557	0	0
62300	Contract Services-Professional	59,977	16,538	46,500	14,300
62500	Rent Payments	0	31,224	0	0
	SUBTOTAL CONTRACTUAL	<u>59,977</u>	<u>48,319</u>	<u>46,500</u>	<u>14,300</u>
69108	Commercial Rehab Rebate	11,117	0	0	0
	SUBTOTAL MISCELLANEOUS	<u>11,117</u>	<u>0</u>	<u>0</u>	<u>0</u>
	TOTAL	<u><u>71,094</u></u>	<u><u>51,177</u></u>	<u><u>46,500</u></u>	<u><u>14,300</u></u>

COMMUNITY DEVELOPMENT AGENCY

ADMINISTRATIVE SERVICES		ACCOUNT UNIT			
Urban Development Action Grant		13418740			
Account Code	LINE ITEM RESOURCES	ACTUAL FY 08-09	ACTUAL FY 09-10	ADOPTED FY 10-11	APPROVED FY 11-12
61000	Salaries Regular	62	0	0	0
61100	Retirement-Employer Contribution	2	0	0	0
61120	Medicare Insurance	1	0	0	0
61130	Health Insurance	8	0	0	0
61180	Worker Compensation Insurance	1	0	0	0
	SUBTOTAL PERSONNEL	<u>74</u>	0	0	0
65205	Internal Departments Personnel Charges	<u>7,739</u>	0	0	0
	SUBTOTAL FIXED CHARGES	<u>7,739</u>	0	0	0
66220	Improvements Other Than Building	<u>229,506</u>	0	0	0
	SUBTOTAL CAPITAL	<u>229,506</u>	0	0	0
	TOTAL	<u><u>237,319</u></u>	<u><u>0</u></u>	<u><u>0</u></u>	<u><u>0</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 09-10 & FY 10-11				
<ul style="list-style-type: none"> * Provided administrative oversight for 14 CDBG programs/projects and 14 ESG programs in 09-10. * Facilitated the FY 10-11 application and funding process 13 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. * Completed the CDBG-R program, expended all funds and submitted final reports to appropriate agencies. 				
Action Plan for FY 2011-12				
<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 Homeless Prevention and Rapid Re-Housing according to HUD guidelines 				
PERFORMANCE MEASURES	Actual	Actual	Estimated	Objective
	FY 08-09	FY 09-10	FY 10-11	FY 11-12
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	\$7,106,841 \$357,896	\$4,118,658 \$312,737	\$7,451,630 \$302,830	\$6,800,000 \$300,000
Efficiency Projects/programs funded with CDBG	64	14	14	11

COMMUNITY DEVELOPMENT AGENCY

ADMINISTRATIVE SERVICES		ACCOUNT UNIT			
Community Development Block Grant-Admin		13518780			
Account Code	LINE ITEM RESOURCES	ACTUAL FY 08-09	ACTUAL FY 09-10	ADOPTED FY 10-11	APPROVED FY 11-12
61000	Salaries Regular	213,298	358,327	387,180	357,380
61020	Salaries Part-Time	891	10,080	25,585	25,455
61040	Salaries Overtime	3,794	1,390	5,000	5,000
61100	Retirement-Employer Contribution	10,681	23,351	32,525	36,040
61110	Part-Time Retirement	0	0	2,855	1,945
61120	Medicare Insurance	1,787	3,988	5,985	5,550
61130	Health Insurance	20,506	40,429	48,915	53,015
61170	Retiree Health Benefits	2,504	2,370	6,230	4,870
61180	Worker Compensation Insurance	3,117	5,803	5,930	5,510
	SUBTOTAL PERSONNEL	256,578	445,738	520,205	494,765
62120	Training, Transportation, Meeting	136	441	500	500
62140	Membership, Subscription and Dues	1,852	95	2,000	500
62200	Advertising	16,913	22,772	10,000	10,000
62300	Contract Services-Professional	32,304	144,796	48,870	76,625
62302	Contracted Vendor Personnel Services	59,460	0	85,000	85,000
	SUBTOTAL CONTRACTUAL	110,665	168,104	146,370	172,625
63001	Miscellaneous Office Expenses	5,262	6,155	10,000	10,000
	SUBTOTAL COMMODITIES	5,262	6,155	10,000	10,000
65000	Building Rental	10,385	10,385	10,385	10,385
65010	Rental City Equipment	0	0	2,845	2,845
65205	Internal Departments Personnel Charges	0	12,488	0	0
65400	Indirect Costs	7,064	10,101	10,195	9,380
	SUBTOTAL FIXED CHARGES	17,449	32,974	23,425	22,610
	TOTAL	389,954	652,971	700,000	700,000

Class Code	AUTHORIZED PERSONNEL	ADOPTED FY 10-11		APPROVED FY 11-12	
		Full Time		Full Time	
2491	Deputy City Manager for Dev Services	0.05		0.05	
2865	Asst Director of Community Development	0.30		0.30	
2460	Housing Division Manager	0.10		0.10	
0150	Senior Management Analyst	0.05		0.05	
1840	Housing Programs Analyst	0.25		0.20	
7584	Senior Community Development Analyst	0.50		0.50	
1720	Management Analyst	0.90		0.85	
7280	Senior Accounting Assistant	0.10		0.10	
7270	Secretary	0.10		0.10	
0520	Housing Programs Coordinator	0.10		0.05	
2700	Senior Residential Construction Specialist	0.10		0.10	
7000	Loan Specialist	0.10		0.10	
7330	Senior Office Assistant	0.30		0.30	
	TOTAL	2.95		2.80	

COMMUNITY DEVELOPMENT AGENCY

ADMINISTRATIVE SERVICES		ACCOUNT UNIT			
Community Development Block Grant-Projects		13518783			
Account Code	LINE ITEM RESOURCES	ACTUAL FY 08-09	ACTUAL FY 09-10	ADOPTED FY 10-11	APPROVED FY 11-12
61000	Salaries Regular	1,363,975	1,398,177	1,417,385	1,394,415
61020	Salaries Part-Time	136,045	244,402	381,255	302,760
61040	Salaries Overtime	19,326	40,521	52,650	30,430
61100	Retirement-Employer Contribution	71,283	103,527	139,735	88,620
61110	Part-Time Retirement	0	7,774	9,055	11,160
61120	Medicare Insurance	11,694	12,068	16,065	15,715
61130	Health Insurance	188,394	176,567	222,425	205,695
61170	Retiree Health Benefits	21,346	22,778	23,765	8,235
61180	Worker Compensation Insurance	19,226	29,894	29,015	32,375
	SUBTOTAL PERSONNEL	1,831,289	2,035,708	2,291,350	2,089,405
62120	Training, Transportation, Meeting	0	11,233	0	0
62300	Contract Services-Professional	43,766	322,427	420,000	360,000
	SUBTOTAL CONTRACTUAL	43,766	333,660	420,000	360,000
65000	Building Rental	0	81,605	0	0
65205	Internal Departments Personnel Charges	309,613	260,893	0	0
65400	Indirect Costs	50,405	46,337	44,650	40,595
	SUBTOTAL FIXED CHARGES	360,018	388,835	44,650	40,595
66220	Improvements Other Than Building	3,470,151	128,616	3,491,630	2,061,170
66400	Machinery & Equipment	0	0	0	1,000,000
	SUBTOTAL CAPITAL	3,470,151	128,616	3,491,630	3,061,170
69011	Reserve for Appropriation	(11,397)	0	0	0
69135	Payment to Subagent	1,002,710	238,807	204,000	223,830
	SUBTOTAL MISCELLANEOUS	991,313	238,807	204,000	223,830
	TOTAL	6,696,537 *	3,125,626 *	6,451,630 *	5,775,000 *

* Amount includes funds provided to other departments for various projects and programs

COMMUNITY DEVELOPMENT AGENCY

ADMINISTRATIVE SERVICES		ACCOUNT UNIT			
Emergency Shelter Grant		13518785			
Account Code	LINE ITEM RESOURCES	ACTUAL FY 08-09	ACTUAL FY 09-10	ADOPTED FY 10-11	APPROVED FY 11-12
61000	Salaries Regular	5,981	12,419	12,410	8,690
61040	Salaries Overtime	0	0	0	500
61100	Retirement-Employer Contribution	422	849	1,090	960
61120	Medicare Insurance	92	187	190	125
61130	Health Insurance	352	673	630	380
61170	Retiree Health Benefits	0	0	225	150
61180	Worker Compensation Insurance	67	135	135	90
	SUBTOTAL PERSONNEL	<u>6,914</u>	<u>14,263</u>	<u>14,680</u>	<u>10,895</u>
62200	Advertising	5,344	0	0	500
62300	Contract Services-Professional	0	0	0	2,890
	SUBTOTAL CONTRACTUAL	<u>5,344</u>	<u>0</u>	<u>0</u>	<u>3,390</u>
63001	Miscellaneous Office Expenses	0	0	0	500
	SUBTOTAL COMMODITIES	<u>0</u>	<u>0</u>	<u>0</u>	<u>500</u>
65400	Indirect Costs	200	344	320	215
	SUBTOTAL FIXED CHARGES	<u>200</u>	<u>344</u>	<u>320</u>	<u>215</u>
69135	Payment to Subagent	345,438	298,130	287,830	285,000
	SUBTOTAL MISCELLANEOUS	<u>345,438</u>	<u>298,130</u>	<u>287,830</u>	<u>285,000</u>
	TOTAL	<u><u>357,896</u></u>	<u><u>312,737</u></u>	<u><u>302,830</u></u>	<u><u>300,000</u></u>
Class Code	AUTHORIZED PERSONNEL	ADOPTED FY 10-11		APPROVED FY 11-12	
		Full Time		Full Time	
1720	Management Analyst	<u>0.15</u>		<u>0.10</u>	
	TOTAL	<u><u>0.15</u></u>		<u><u>0.10</u></u>	

COMMUNITY DEVELOPMENT AGENCY

ADMINISTRATIVE SERVICES		ACCOUNT UNIT			
Homelessness Prevention and Rapid Re-Housing		13518786			
Account Code	LINE ITEM RESOURCES	ACTUAL FY 08-09	ACTUAL FY 09-10	ADOPTED FY 10-11	APPROVED FY 11-12
61000	Salaries Regular	0	18,069	0	0
61020	Salaries Part-Time	0	11,614	0	0
61040	Salaries Overtime	0	97	0	0
61100	Retirement-Employer Contribution	0	2,811	0	0
61120	Medicare Insurance	0	365	0	0
61130	Health Insurance	0	1,658	0	0
61180	Worker Compensation Insurance	0	472	0	0
	SUBTOTAL PERSONNEL	<u>0</u>	<u>35,086</u>	0	0
62300	Contract Services-Professional	0	278	0	0
	SUBTOTAL CONTRACTUAL	0	278	0	0
63001	Miscellaneous Office Expenses	0	293	0	0
	SUBTOTAL COMMODITIES	0	293	0	0
65400	Indirect Costs	0	820	0	0
	SUBTOTAL FIXED CHARGES	0	820	0	0
69135	Payment to Subagent	0	481,759	0	0
69138	Payment-Training Portion	0	78	0	0
	SUBTOTAL MISCELLANEOUS	0	481,837	0	0
	TOTAL	<u>0</u>	<u>518,314</u>	<u>0</u>	<u>0</u>

Class Code	AUTHORIZED PERSONNEL	ADOPTED FY 10-11		APPROVED FY 11-12	
		Full Time		Full Time	
1720	Management Analyst	<u>0.15</u>		<u>0.00</u>	
	TOTAL	<u>0.15</u>		<u>0.00</u>	

COMMUNITY DEVELOPMENT AGENCY

ADMINISTRATIVE SERVICES		ACCOUNT UNIT			
Community Development Block Grant-Recovery		13518787			
Account Code	LINE ITEM RESOURCES	ACTUAL FY 08-09	ACTUAL FY 09-10	ADOPTED FY 10-11	APPROVED FY 11-12
61000	Salaries Regular	0	2,607	0	0
61020	Salaries Part-Time	0	216	0	0
61040	Salaries Overtime	0	0	0	0
61100	Retirement-Employer Contribution	0	296	0	0
61120	Medicare Insurance	0	17	0	0
61130	Health Insurance	0	283	0	0
61180	Worker Compensation Insurance	0	28	0	0
	SUBTOTAL PERSONNEL	<u>0</u>	<u>3,447</u>	0	0
65205	Internal Departments-Personnel Charges	0	115,103	0	0
65400	Indirect Costs	0	78	0	0
	SUBTOTAL FIXED CHARGES	0	115,181	0	0
66220	Improvements Other Than Building	0	1,175,155	0	0
	SUBTOTAL CAPITAL	0	1,175,155	0	0
	TOTAL	<u>0</u>	<u>1,293,783</u>	0	0
Class Code	AUTHORIZED PERSONNEL	ADOPTED FY 10-11		APPROVED FY 11-12	
		Full Time		Full Time	
1720	Management Analyst	<u>0.15</u>		<u>0.00</u>	
	TOTAL	<u>0.15</u>		<u>0.00</u>	

**COMMUNITY DEVELOPMENT AGENCY
DIVISION RESOURCE SUMMARY**

Redevelopment

ACTIVITIES	ACTUAL FY 08-09	ACTUAL FY 09-10	ADOPTED FY 10-11	APPROVED FY 11-12
Administration				
57018842 Redevelopment	<u>1,020,233</u>	<u>747,758</u>	<u>1,503,000</u>	<u>1,486,365</u>
SUBTOTAL	1,020,233	747,758	1,503,000	1,486,365
Capital Projects				
55218830 South Main	236,976	149,364	0	0
55318830 South Main Commercial Corridor	1,500	82,177	2,427,500	2,347,925
57018830 Merged Project Area	<u>2,263,412</u>	<u>191,798</u>	<u>2,379,615</u>	<u>3,041,900</u>
SUBTOTAL	2,501,888	423,339	4,807,115	5,389,825
TOTAL	<u>3,522,121</u>	<u>1,171,097</u>	<u>6,310,115</u>	<u>6,876,190</u>
OPERATING EXPENSE				
	ACTUAL FY 08-09	ACTUAL FY 09-10	ADOPTED FY 10-11	APPROVED FY 11-12
61000 Personnel	535,775	360,935	561,840	540,745
62000 Contractual	378,593	217,025	507,290	425,995
63000 Commodities	8,458	6,846	19,865	10,515
65000 Fixed Charges	353,724	328,558	439,005	509,110
66000 Capital	2,245,571	189,911	3,532,115	4,639,825
69000 Miscellaneous	<u>0</u>	<u>67,822</u>	<u>1,250,000</u>	<u>750,000</u>
TOTAL	<u>3,522,121</u>	<u>1,171,097</u>	<u>6,310,115</u>	<u>6,876,190</u>
Class Code	AUTHORIZED PERSONNEL	ADOPTED FY 10-11		APPROVED FY 11-12
		Full Time		Full Time
2491 Deputy City Manager for Dev Services		0.35		0.35
2865 Asst. Director of Community Development		0.10		0.10
0605 Redevelopment Program Manager		0.50		0.50
0600 Redevelopment Project Manager III		1.50		1.50
7390 Executive Secretary		0.20		0.20
7270 Secretary		0.20		0.20
7330 Senior Office Assistant		<u>0.40</u>		<u>0.40</u>
TOTAL		<u>3.25</u>		<u>3.25</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 09-10 & FY 10-11				
<ul style="list-style-type: none"> * Continued on-going efforts to assist DSC with expansion. * Continued facilitating Audi and Honda expansions. * Amended Latino Health Access park lease. * 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. * Continued on-going efforts to assist MainPlace with expansion. * Completed improvements in the Artists Village. * Implemented Downtown Façade Rebate Program with review of 7 rebates. * Funded three rebates for South Main. * Facilitated deferred maintenance and completed building improvements at Grand Central. * Facilitate Phase III of the Olson Live/Work lofts (Sycamore Street Lofts) * Continued facilitating Station District efforts, including Community Center design and construction, entitlement lawsuit resolution and Couty-SARTC discussions. 				
Action Plan for FY 2011-12				
<ul style="list-style-type: none"> * Continue master planning efforts for remaining portion of Station District, assist with development of Phase I, including SARTC-County joint use, & Community Center tot lot and play. * Facilitate potential rehabilitation of old YMCA bldg. * 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 with new program. * 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. * Continue to facilitate capital improvements 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 08-09	FY 09-10	FY 10-11	FY 11-12
Service Level				
New sites marketed (Agency-Initiated)	5	4	1	1
RFQs/RFPs issued	2	3	3	2
Agreements approved	5	8	4	3
Effectiveness				
Percentage of objectives completed on schedule	90%	90%	90%	90%
Efficiency				
No. of projects administered	57	50	50	50

COMMUNITY DEVELOPMENT AGENCY

REDEVELOPMENT		ACCOUNT UNIT			
Merged		57018842			
Account Code	LINE ITEM RESOURCES	ACTUAL FY 08-09	ACTUAL FY 09-10	ADOPTED FY 10-11	APPROVED FY 11-12
61000	Salaries Regular	370,327	242,038	371,500	346,070
61020	Salaries Part-Time	92,181	66,496	79,430	81,600
61040	Salaries Overtime	3,797	379	4,000	4,000
61100	Retirement-Employer Contribution	20,741	18,710	31,205	33,410
61110	Part-Time Retirement	0	1,329	7,450	5,435
61120	Medicare Insurance	5,077	3,161	6,540	6,200
61130	Health Insurance	29,040	21,628	47,250	52,310
61170	Retiree Health Benefits	6,281	1,772	6,365	4,175
61180	Worker Compensation Insurance	8,331	5,422	8,100	7,545
	SUBTOTAL PERSONNEL	535,775	360,935	561,840	540,745
62010	Communications	11,110	8,104	6,000	7,500
62012	Cellular Phone Charges	0	0	0	500
62120	Training, Transportation, Meeting	13,560	7,361	13,575	7,575
62140	Membership, Subscription and Dues	14,835	12,730	15,000	12,920
62200	Advertising	0	0	5,000	2,500
62300	Contract Services-Professional	82,771	17,300	431,215	388,500
62322	M & R Machinery & Equipment	0	0	500	500
62700	Auto Expense	0	5,000	6,000	6,000
	SUBTOTAL CONTRACTUAL	122,276	50,495	477,290	425,995
63001	Miscellaneous Office Expenses	8,458	6,846	19,865	10,515
	SUBTOTAL COMMODITIES	8,458	6,846	19,865	10,515
65000	Building Rental	23,980	23,980	23,980	35,900
65010	Rental City Equipment	0	3,875	2,845	2,845
65040	Computer Services Charge	0	0	3,130	3,130
65050	IS Strategic Plan	107,915	107,915	107,915	167,915
65100	Insurance Charges	65,440	65,440	162,225	162,225
65205	Internal Departments Personnel Charges	86,375	86,375	86,375	86,375
65400	Indirect Costs	70,014	40,973	52,535	50,720
	SUBTOTAL FIXED CHARGES	353,724	328,558	439,005	509,110
66400	Machinery & Equipment	0	924	5,000	0
	SUBTOTAL CAPITAL	0	924	5,000	0
	TOTAL	1,020,233	747,758	1,503,000	1,486,365

Class Code	AUTHORIZED PERSONNEL	ADOPTED FY 10-11		APPROVED FY 11-12	
		Full Time		Full Time	
2491	Deputy City Manager for Dev Services	0.35		0.35	
2865	Asst. Director of Community Development	0.10		0.10	
0605	Redevelopment Program Manager	0.50		0.50	
0600	Redevelopment Project Manager III	1.50		1.50	
7390	Executive Secretary	0.20		0.20	
7270	Secretary	0.20		0.20	
7330	Senior Office Assistant	0.40		0.40	
	TOTAL	3.25		3.25	

COMMUNITY DEVELOPMENT AGENCY

REDEVELOPMENT South Main (Projects)		ACCOUNT UNIT 55218830			
Account Code	LINE ITEM RESOURCES	ACTUAL FY 08-09	ACTUAL FY 09-10	ADOPTED FY 10-11	APPROVED FY 11-12
62300	Contract Services-Professional	<u>191,853</u>	<u>148,528</u>	<u>0</u>	<u>0</u>
	SUBTOTAL CONTRACTUAL	191,853	148,528	0	0
66220	Improvements Other Than Building	<u>45,123</u>	<u>836</u>	<u>0</u>	<u>0</u>
	SUBTOTAL CAPITAL	45,123	836	0	0
	TOTAL	<u><u>236,976</u></u>	<u><u>149,364</u></u>	<u><u>0</u></u>	<u><u>0</u></u>

REDEVELOPMENT South Main (Projects)		ACCOUNT UNIT 55318830			
Account Code	LINE ITEM RESOURCES	ACTUAL FY 08-09	ACTUAL FY 09-10	ADOPTED FY 10-11	APPROVED FY 11-12
62300	Contract Services-Professional	<u>0</u>	<u>2,761</u>	<u>30,000</u>	<u>0</u>
	SUBTOTAL CONTRACTUAL	0	2,761	30,000	0
66100	Land	0	0	1,322,500	0
66200	Building Improvement	0	0	0	2,347,925
66220	Improvements Other Than Building	<u>1,500</u>	<u>75,409</u>	<u>575,000</u>	<u>0</u>
	SUBTOTAL CAPITAL	1,500	75,409	1,897,500	2,347,925
69108	Commercial Rehab Rebate	<u>0</u>	<u>4,007</u>	<u>500,000</u>	<u>0</u>
	SUBTOTAL MISCELLANEOUS	0	4,007	500,000	0
	TOTAL	<u><u>1,500</u></u>	<u><u>82,177</u></u>	<u><u>2,427,500</u></u>	<u><u>2,347,925</u></u>

COMMUNITY DEVELOPMENT AGENCY

REDEVELOPMENT Merged (Projects)		ACCOUNT UNIT 57018830			
Account Code	LINE ITEM RESOURCES	ACTUAL FY 08-09	ACTUAL FY 09-10	ADOPTED FY 10-11	APPROVED FY 11-12
62120	Training, Transportation, Meeting	9,356	0	0	0
62300	Contract Services-Professional	55,108	14,509	0	0
62302	Contracted Vendor Personnel Services	<u>0</u>	<u>732</u>	<u>0</u>	<u>0</u>
	SUBTOTAL CONTRACTUAL	64,464	15,241	0	0
66100	Land	1,296,180	0	0	0
66200	Building Improvement	273,699	36,531	100,000	0
66220	Improvements Other Than Building	<u>629,069</u>	<u>76,211</u>	<u>1,529,615</u>	<u>2,291,900</u>
	SUBTOTAL CAPITAL	2,198,948	112,742	1,629,615	2,291,900
69108	Commercial Rehab Rebate	<u>0</u>	<u>63,815</u>	<u>750,000</u>	<u>750,000</u>
	SUBTOTAL MISCELLANEOUS	0	63,815	750,000	750,000
	TOTAL	<u><u>2,263,412</u></u>	<u><u>191,798</u></u>	<u><u>2,379,615</u></u>	<u><u>3,041,900</u></u>

**COMMUNITY DEVELOPMENT AGENCY
DIVISION RESOURCE SUMMARY**

Economic Development Division

ACTIVITIES		ACTUAL FY 08-09	ACTUAL FY 09-10	ADOPTED FY 10-11	APPROVED FY 11-12
Administration					
57018841	Economic Development	<u>1,780,697</u>	<u>1,185,486</u>	<u>1,620,000</u>	<u>1,589,220</u>
	SUBTOTAL	1,780,697	1,185,486	1,620,000	1,589,220
Federal Programs/Grants					
123187xx	Workforce Investment Act	3,811,952	6,446,827	3,805,720	3,513,205
124187xx	Orange County Grants	560,035	162,582	0	0
129187xx	Federal Empowerment Zone	1,429,900	2,780,614	0	0
13118770	CAPOC SAY 2010	0	3,272	0	0
132187xx	Department of Labor	0	599,909	714,000	0
14118761	EDI Idea High-Tech Education Grant	<u>249,927</u>	<u>(477)</u>	<u>0</u>	<u>0</u>
	SUBTOTAL	6,051,814	9,992,727	4,519,720	3,513,205
	TOTAL	<u><u>7,832,511</u></u>	<u><u>11,178,213</u></u>	<u><u>6,139,720</u></u>	<u><u>5,102,425</u></u>
OPERATING EXPENSE		ACTUAL FY 08-09	ACTUAL FY 09-10	ADOPTED FY 10-11	APPROVED FY 11-12
61000	Personnel	3,866,782	5,685,510	3,572,300	3,253,170
62000	Contractual	1,060,612	843,767	756,680	747,575
63000	Commodities	219,510	191,354	91,730	80,155
65000	Fixed Charges	515,433	493,781	511,600	387,985
66000	Capital	173,377	1,719	70,335	0
69000	Miscellaneous	<u>1,996,797</u>	<u>3,962,082</u>	<u>1,137,075</u>	<u>633,540</u>
	TOTAL	<u><u>7,832,511</u></u>	<u><u>11,178,213</u></u>	<u><u>6,139,720</u></u>	<u><u>5,102,425</u></u>
Class Code	AUTHORIZED PERSONNEL	ADOPTED FY 10-11		APPROVED FY 11-12	
		Full Time			
2491	Deputy City Manager for Dev Services	0.15		0.15	
2690	Economic Development Manager	1.00		1.00	
0350	Economic Development Specialist III	3.00		3.00	
0550	Economic Development Specialist II	2.00		2.00	
0560	Economic Development Specialist I	1.00		1.00	
8374	Workforce Specialist IV	1.00		1.00	
8373	Workforce Specialist III	3.00		3.00	
8372	Workforce Specialist II	14.00		14.00	
1720	Management Analyst	0.05		0.05	
2399	Graphics Supervisor	1.00		1.00	
4270	Employment Services Fiscal Specialist	1.00		1.00	
7280	Senior Accounting Assistant	0.20		0.25	
7270	Secretary	1.00		1.00	
7330	Senior Office Assistant	2.00		2.00	
0060	Receptionist	<u>2.00</u>		<u>2.00</u>	
	TOTAL	<u><u>32.40</u></u>		<u><u>32.45</u></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 09-10 & FY 10-11				
<ul style="list-style-type: none"> * Worked with over 175 companies in the past year to find a site in Santa Ana. 23 of those companies found a location and are currently doing business here. Outreached to over 155 Santa Ana companies and provided information on available business services and incentives. * Hosted a Foreign Trade Zone (FTZ) Workshop. Over 50 businesses attended this workshop to hear about valuable information on the FTZ. * Hosted Enterprise Zone (EZ) Workshop to inform local businesses about California State Tax incentives available through the EZ program. The event targeted businesses that are now in the EZ due to the program's expanded boundaries. Over 50 local businesses attended. * Created a demonstration program with the Port of Long Beach to market higher utilization of the Santa Ana Foreign Trade Zone and to create an expedited process with the Port and Federal regulatory agencies * Successfully coordinated 2 business entrepreneurship events. The forum, entitled "Helping 100 businesses for 100 days" helped local companies gain insight on current business trends and how to begin implementing strategies to overcome financial challenges. Over 200 local businesses attended this event. In April 2010, over 150 businesses attended the City's second entrepreneurship forum entitled "Money Where to find it. How to Get it." This event helped local business owners become eligible for thousands in unsecured loans and other incentives such as the City's Enterprise Zone program * Developed and released RFP for Wayfinding Services in the downtown area. Selected consultant and have been working to develop comprehensive wayfinding system for the downtown area * Completed application for the expansion of the EZ. The expanded area was 1,346.47 acres and increased the total size of the EZ to 11,791 acres * Assisted in the development of the City's Good News Portal, a website dedicated solely to good news in Santa Ana * Staff continued to target top sales tax producers for retention visits and monthly monitors the largest businesses in the city for any change that would cause them to relocate out of the City. A retention visit with Corinthian Colleges spurred the college into evaluating a potential new campus in Santa Ana. Staff worked directly with Corinthian to find a viable location and in 2010, Everest College, a subsidiary of Corinthian opened in downtown Santa Ana. 				
Action Plan for FY 2011-12				
<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; updating inventory of available properties; and continued development of the citywide business retention team * Continue to market and promote the Santa Ana Enterprise Zone to potential new and existing businesses in the City * Conduct 4 economic development forums and 4 business seminars to educate local businesses on how to be successful in Santa Ana * Conduct citywide marketing efforts and branding campaign to evaluate subcontracting for Public Information Officer/Communications consultant * 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 * Fabricate and install downtown wayfinding signage * Marketing and Communications - Ensure that all branding and messages for all departments are consistent in theme and design. * Ensure that citywide departmental website pages are consistent and up-to-date with current city information. Design and disseminate monthly citywide business activity newsletter and other city news via a citywide email blast system 				
PERFORMANCE MEASURES	Actual	Actual	Estimated	Objective
	FY 08-09	FY 09-10	FY 10-11	FY 11-12
Service Levels				
# of businesses interviewed	500	600	500	500
# of businesses visited (new measure)	350	350	400	400
# of workshops/presentations on EZ and other business programs	100	120	75	100
Effectiveness				
% of EZ applications processed in 10 business days	90%	95%	90%	90%
Efficiency				
# of Enterprise Zone inquiries handled	500	500	600	500
# of EZ vouchers issued	4,500	3,500	4,500	3,500

COMMUNITY DEVELOPMENT AGENCY

ECONOMIC DEVELOPMENT		ACCOUNT UNIT			
Various		57018841			
Account Code	LINE ITEM RESOURCES	ACTUAL FY 08-09	ACTUAL FY 09-10	ADOPTED FY 10-11	APPROVED FY 11-12
61000	Salaries Regular	617,888	512,873	728,755	699,125
61020	Salaries Part-Time	88,208	50,352	52,490	36,465
61040	Salaries Overtime	906	90	2,000	2,000
61100	Retirement-Employer Contribution	38,358	37,361	61,215	71,090
61110	Part-Time Retirement	0	877	1,970	1,365
61120	Medicare Insurance	9,152	7,120	11,330	10,665
61130	Health Insurance	83,655	63,567	90,445	99,940
61170	Retiree Health Benefits	7,964	6,464	12,040	8,210
61180	Worker Compensation Insurance	9,620	7,363	10,665	10,775
	SUBTOTAL PERSONNEL	855,751	686,067	970,910	939,635
62010	Communications	5,059	6,348	4,500	4,500
62012	Cellular Phone Charges	1,208	728	1,000	500
62120	Training, Transportation, Meeting	4,972	5,563	5,335	5,340
62140	Membership, Subscription and Dues	13,403	15,047	18,315	13,665
62200	Advertising	29,597	11,325	2,320	17,325
62201	Business Promotion	13,508	8,322	138,450	139,080
62300	Contract Services-Professional	414,643	121,140	95,735	169,000
62322	M & R Machinery & Equipment	0	1,183	500	500
62500	Rent Payments	50,057	2,933	35,835	36,550
62600	Parking Validation	0	2,823	1,200	2,000
	SUBTOTAL CONTRACTUAL	532,447	175,412	303,190	388,460
63001	Miscellaneous Office Expenses	34,041	23,056	22,595	20,395
	SUBTOTAL COMMODITIES	34,041	23,056	22,595	20,395
65000	Building Rental	20,755	20,755	20,755	20,755
65010	Rental City Equipment	3,875	3,875	3,875	3,875
65040	Computer Services Charge	5,200	5,200	4,200	4,200
65050	IS Strategic Plan	102,520	102,520	107,915	37,915
65100	Insurance Charges	27,240	27,240	33,465	33,465
65205	Internal Departments Personnel Charges	62,080	62,080	62,080	53,280
65400	Indirect Costs	111,863	77,562	91,015	87,240
	SUBTOTAL FIXED CHARGES	333,533	299,232	323,305	240,730
66400	Machinery & Equipment	24,925	952	0	0
66510	Computer Software	0	767	0	0
	SUBTOTAL CAPITAL	24,925	1,719	0	0
	TOTAL	1,780,697	1,185,486	1,620,000	1,589,220

Class Code	AUTHORIZED PERSONNEL	ADOPTED FY 10-11		APPROVED FY 11-12	
		Full Time		Full Time	
2491	Deputy City Manager for Dev Services	0.15		0.15	
2690	Economic Development Manager	0.54		0.80	
0350	Economic Development Specialist III	0.90		1.00	
0550	Economic Development Specialist II	2.00		1.60	
0560	Economic Development Specialist I	0.90		1.00	
7270	Secretary	1.00		1.00	
2399	Graphics Supervisor	1.00		1.00	
	TOTAL	6.49		6.55	

COMMUNITY DEVELOPMENT AGENCY

ECONOMIC DEVELOPMENT		ACCOUNT UNIT			
Empowerment Zone Program		12918758 / 12918759 / 12918760			
Account Code	LINE ITEM RESOURCES	ACTUAL FY 08-09	ACTUAL FY 09-10	ADOPTED FY 10-11	APPROVED FY 11-12
61000	Salaries Regular	416,778	389,533	0	0
61020	Salaries Part-Time	24,838	7,541	0	0
61040	Salaries Overtime	3,111	1,059	0	0
61100	Retirement-Employer Contribution	24,505	24,504	0	0
61110	Part-Time Retirement	0	129	0	0
61120	Medicare Insurance	6,191	5,241	0	0
61130	Health Insurance	61,111	56,432	0	0
61170	Retiree Health Benefits	5,409	5,061	0	0
61180	Worker Compensation Insurance	5,538	4,897	0	0
	SUBTOTAL PERSONNEL	547,481	494,397	0	0
62010	Communications	5,290	3,978	0	0
62120	Training, Transportation, Meeting	2,665	2,605	0	0
62140	Membership, Subscription and Dues	0	89	0	0
62200	Advertising	3,558	0	0	0
62201	Business Promotion	370	0	0	0
62300	Contract Services-Professional	33,177	68,589	0	0
62302	Contracted Vendor Personnel Services	45,279	12,034	0	0
62322	M & R Machinery & Equipment	70	52	0	0
62600	Parking Validation	0	538	0	0
	SUBTOTAL CONTRACTUAL	90,409	87,885	0	0
63001	Miscellaneous Office Expenses	13,666	9,670	0	0
	SUBTOTAL COMMODITIES	13,666	9,670	0	0
65000	Building Rental	12,215	12,215	0	0
65010	Rental City Equipment	0	2,845	0	0
65050	IS Strategic Plan	5,395	5,395	0	0
65100	Insurance Charges	2,995	6,225	0	0
65400	Indirect Costs	15,210	10,241	0	0
	SUBTOTAL FIXED CHARGES	35,815	36,921	0	0
66510	Computer Software	188	0	0	0
	SUBTOTAL CAPITAL	188	0	0	0
69135	Payment to Subagent	26,892	420,281	0	0
69152	Loans & Grants	0	1,730,939	0	0
	SUBTOTAL MISCELLANEOUS	26,892	2,151,220	0	0
	TOTAL	714,451	2,780,093	0	0

COMMUNITY DEVELOPMENT AGENCY

ECONOMIC DEVELOPMENT		ACCOUNT UNIT			
EDI-Idea High-Tech Education Center		14118761			
Account Code	LINE ITEM RESOURCES	ACTUAL FY 08-09	ACTUAL FY 09-10	ADOPTED FY 10-11	APPROVED FY 11-12
62300	Contract Services-Professional	<u>4,454</u>	<u>(477)</u>	<u>0</u>	<u>0</u>
	SUBTOTAL CONTRACTUAL	4,454	(477)	0	0
63001	Miscellaneous Office Expenses	<u>101,770</u>	<u>0</u>	<u>0</u>	<u>0</u>
	SUBTOTAL COMMODITIES	101,770	0	0	0
66200	Building Improvement	113,341	0	0	0
66400	Machinery & Equipment	2,975	0	0	0
66510	Computer Software	<u>27,387</u>	<u>0</u>	<u>0</u>	<u>0</u>
	SUBTOTAL CAPITAL	143,703	0	0	0
	TOTAL	<u>249,927</u>	<u>(477)</u>	<u>0</u>	<u>0</u>

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 09-10 & FY 10-11				
<ul style="list-style-type: none"> * Ensured all WIA funds (adult, dislocated worker and youth) from federal stimulus package were spent by the required timelines. * 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. * Modified Memorandums of Understanding to include Integration Plan for the WORK Center and EDD. 				
Action Plan for FY 2011-12				
<ul style="list-style-type: none"> * Pursue alternative training programs & procedures in anticipation of reduced Federal training 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 08-09	FY 09-10	FY 10-11	FY 11-12
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 08-09	ACTUAL FY 09-10	ADOPTED FY 10-11	APPROVED FY 11-12
61000	Salaries Regular	96,150	89,265	99,695	75,070
61040	Salaries Overtime	545	327	0	0
61100	Retirement-Employer Contribution	5,600	5,621	6,685	7,760
61120	Medicare Insurance	98	408	1,155	1,090
61130	Health Insurance	11,484	7,433	7,445	10,480
61170	Retiree Health Benefits	1,186	1,474	1,195	810
61180	Worker Compensation Insurance	1,089	1,187	1,335	935
	SUBTOTAL PERSONNEL	116,152	105,715	117,510	96,145
62010	Communications	5,894	4,988	3,000	2,800
62120	Training, Transportation, Meeting	6,942	13,573	22,785	11,825
62140	Membership, Subscription and Dues	4,053	5,040	6,635	5,370
62200	Advertising	814	0	0	0
62300	Contract Services-Professional	17,430	2,780	20,775	105
62302	Contracted Vendor Personnel Services	1,652	0	905	905
62322	M & R Machinery & Equipment	1,104	370	650	285
62400	Auditor Fee	0	0	5,000	3,000
62402	User Fee	9,159	9,844	9,640	8,065
	SUBTOTAL CONTRACTUAL	47,048	36,595	69,390	32,355
63001	Miscellaneous Office Expenses	4,725	6,294	3,000	3,665
	SUBTOTAL COMMODITIES	4,725	6,294	3,000	3,665
65010	Rental City Equipment	1,290	1,290	1,290	1,320
65050	IS Strategic Plan	830	1,070	1,070	1,070
65100	Insurance Charges	1,300	1,380	1,250	1,250
65400	Indirect Costs	4,616	4,143	5,200	4,425
	SUBTOTAL FIXED CHARGES	8,036	7,883	8,810	8,065
	TOTAL	175,961	156,487	198,710	140,230
Class Code	AUTHORIZED PERSONNEL	ADOPTED FY 10-11		APPROVED FY 11-12	
		Full Time		Full Time	
2690	Economic Development Manager	0.15		0.05	
0350	Economic Development Specialist III	0.35		0.50	
7330	Senior Office Assistant	0.15		0.15	
	TOTAL	0.65		0.70	

COMMUNITY DEVELOPMENT AGENCY

ECONOMIC DEVELOPMENT		ACCOUNT UNIT			
Workforce Investment Board (WIB)-Programs		12318725 / 12318721 / 12318757			
Account Code	LINE ITEM RESOURCES	ACTUAL FY 08-09	ACTUAL FY 09-10	ADOPTED FY 10-11	APPROVED FY 11-12
61000	Salaries Regular	123,953	112,004	53,320	67,685
61040	Salaries Overtime	0	456	0	0
61100	Retirement-Employer Contribution	7,166	7,104	4,480	6,265
61120	Medicare Insurance	1,798	1,532	775	980
61130	Health Insurance	14,433	12,644	4,580	7,540
61170	Retiree Health Benefits	1,784	1,669	935	675
61180	Worker Compensation Insurance	1,322	1,188	555	705
	SUBTOTAL PERSONNEL	<u>150,456</u>	<u>136,597</u>	<u>64,645</u>	<u>83,850</u>
62010	Communications	2,543	2,238	1,265	1,700
62120	Training, Transportation, Meeting	225	630	810	810
62140	Membership, Subscription and Dues	0	103	895	190
62200	Advertising	0	0	0	0
62300	Contract Services-Professional	970	70	710	105
62322	M & R Machinery & Equipment	152	0	0	0
62402	User Fee	6,537	8,322	9,615	4,800
	SUBTOTAL CONTRACTUAL	<u>10,427</u>	<u>11,363</u>	<u>13,295</u>	<u>7,605</u>
63001	Miscellaneous Office Expenses	2,290	2,327	4,330	4,995
	SUBTOTAL COMMODITIES	<u>2,290</u>	<u>2,327</u>	<u>4,330</u>	<u>4,995</u>
65010	Rental City Equipment	1,290	1,290	1,290	1,280
65050	IS Strategic Plan	910	1,030	1,030	1,030
65100	Insurance Charges	1,425	1,195	1,195	1,195
65400	Indirect Costs	5,987	5,441	3,480	3,600
	SUBTOTAL FIXED CHARGES	<u>9,612</u>	<u>8,956</u>	<u>6,995</u>	<u>7,105</u>
	TOTAL	<u><u>172,785</u></u>	<u><u>159,243</u></u>	<u><u>89,265</u></u>	<u><u>103,555</u></u>
Class Code	AUTHORIZED PERSONNEL	ADOPTED FY 10-11		APPROVED FY 11-12	
		Full Time		Full Time	
0350	Economic Development Specialist III	0.10		0.25	
7330	Senior Office Assistant	0.70		0.70	
	TOTAL	<u>0.80</u>		<u>0.95</u>	

COMMUNITY DEVELOPMENT AGENCY

ECONOMIC DEVELOPMENT		ACCOUNT UNIT			
Workforce Investment Board (WIB)-Youth Council		12318727 / 12318722 / 12318750			
Account Code	LINE ITEM RESOURCES	ACTUAL FY 08-09	ACTUAL FY 09-10	ADOPTED FY 10-11	APPROVED FY 11-12
61000	Salaries Regular	65,009	54,861	85,070	101,920
61040	Salaries Overtime	492	491	0	0
61100	Retirement-Employer Contribution	3,332	3,066	7,145	10,410
61120	Medicare Insurance	859	609	1,235	1,480
61130	Health Insurance	9,600	6,799	18,680	22,935
61170	Retiree Health Benefits	886	18	1,490	1,020
61180	Worker Compensation Insurance	673	614	885	1,060
	SUBTOTAL PERSONNEL	80,851	66,458	114,505	138,825
62010	Communications	1,481	1,528	1,075	1,200
62120	Training, Transportation, Meeting	280	711	925	925
62200	Advertising	513	1,484	2,000	2,000
62300	Contract Services-Professional	935	0	710	105
62302	Contracted Vendor Personnel Services	3,786	0	16,535	16,535
62322	M & R Machinery & Equipment	0	0	100	100
62402	User Fee	6,377	7,038	7,820	6,770
	SUBTOTAL CONTRACTUAL	13,372	10,761	29,165	27,635
63001	Miscellaneous Office Expenses	2,232	5,397	2,920	4,930
	SUBTOTAL COMMODITIES	2,232	5,397	2,920	4,930
65010	Rental City Equipment	1,295	1,290	1,290	1,280
65050	IS Strategic Plan	1,130	1,020	1,020	1,020
65100	Insurance Charges	1,770	1,190	1,190	1,190
65400	Indirect Costs	3,302	3,181	5,555	5,420
	SUBTOTAL FIXED CHARGES	7,497	6,681	9,055	8,910
69135	Payment to Subagent	843,619	770,145	754,780	609,240
	SUBTOTAL MISCELLANEOUS	843,619	770,145	754,780	609,240
	TOTAL	947,571	859,442	910,425	789,540
Class Code	AUTHORIZED PERSONNEL	ADOPTED FY 10-11		APPROVED FY 11-12	
		Full Time		Full Time	
0350	Economic Development Specialist III	0.10		0.25	
8373	Workforce Specialist III	1.00		1.00	
7330	Senior Office Assistant	0.15		0.15	
	TOTAL	1.25		1.40	

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 09-10 & FY 10-11				
<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 2011-12				
<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 08-09	Actual FY 09-10	Estimated FY 10-11	Objective FY 11-12
Service Level				
# of Customers enrolled	6,000	6,000	7,000	7,000
# of Individuals served by all partners	6,000	8,000	8,000	8,000
# of Rapid Response businesses served	25	30	30	30
# of Rapid Response laid-off workers served	1,900	1,500	1,000	1,000
Effectiveness				
% of Clients Placed in Jobs	72%	70%	70%	70%
Efficiency				
# of Individual Training Accounts Issued	161	225	200	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 08-09	ACTUAL FY 09-10	ADOPTED FY 10-11	APPROVED FY 11-12
61000	Salaries Regular	623,132	714,835	1,078,110	1,018,325
61020	Salaries Part-Time	18,100	23,970	64,580	0
61040	Salaries Overtime	1,297	1,381	0	0
61100	Retirement-Employer Contribution	36,344	49,794	90,560	94,615
61110	Part-Time Retirement	0	451	2,420	0
61120	Medicare Insurance	8,835	10,551	16,570	13,800
61130	Health Insurance	87,742	101,053	142,870	179,610
61170	Retiree Health Benefits	9,191	11,495	18,670	10,245
61180	Worker Compensation Insurance	7,312	11,241	12,390	10,745
	SUBTOTAL PERSONNEL	791,953	924,771	1,426,170	1,327,340
62010	Communications	32,173	38,640	33,770	38,000
62120	Training, Transportation, Meeting	2,550	6,744	5,355	7,000
62140	Membership, Subscription and Dues	2,791	1,654	3,115	2,630
62200	Advertising	882	473	480	1,485
62300	Contract Services-Professional	54,719	70,457	53,550	50,855
62302	Contracted Vendor Personnel Services	0	427	1,650	1,650
62322	M & R Machinery & Equipment	2,311	1,262	1,300	1,540
62402	User Fee	51,319	88,487	90,145	124,690
	SUBTOTAL CONTRACTUAL	146,745	208,144	189,365	227,850
63001	Miscellaneous Office Expenses	28,561	41,687	46,890	38,745
	SUBTOTAL COMMODITIES	28,561	41,687	46,890	38,745
65010	Rental City Equipment	8,045	9,097	4,970	6,085
65050	IS Strategic Plan	6,960	8,624	9,095	11,025
65100	Insurance Charges	11,000	11,647	13,325	17,090
65400	Indirect Costs	30,993	34,617	74,620	56,425
	SUBTOTAL FIXED CHARGES	56,998	63,985	102,010	90,625
66400	Machinery & Equipment	1,561	0	0	0
66510	Computer Software	3,000	0	0	0
	SUBTOTAL CAPITAL	4,561	0	0	0
	TOTAL	1,028,818	1,238,587	1,764,435	1,684,560

Class Code	AUTHORIZED PERSONNEL	ADOPTED FY 10-11		APPROVED FY 11-12	
		Full Time		Full Time	
2690	Economic Development Manager	0.15		0.05	
0350	Economic Development Specialist III	1.00		0.50	
8374	Workforce Specialist IV	1.00		1.00	
8373	Workforce Specialist III	1.00		0.80	
8372	Workforce Specialist II	9.00		11.00	
7330	Senior Office Assistant	0.70		0.75	
0060	Receptionist	1.90		2.00	
	TOTAL	14.75		16.10	

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 08-09	ACTUAL FY 09-10	ADOPTED FY 10-11	APPROVED FY 11-12
61000	Salaries Regular	114,239	92,820	110,620	122,540
61020	Salaries Part-Time	22,508	6,231	0	0
61040	Salaries Overtime	1,310	401	0	0
61100	Retirement-Employer Contribution	5,922	6,323	7,605	12,740
61110	Part-Time Retirement	0	73	0	0
61120	Medicare Insurance	1,206	488	1,315	1,775
61130	Health Insurance	15,910	15,849	15,305	21,155
61170	Retiree Health Benefits	2,288	1,188	1,585	1,255
61180	Worker Compensation Insurance	2,315	1,239	940	1,275
	SUBTOTAL PERSONNEL	165,698	124,612	137,370	160,740
62010	Communications	2,582	3,073	1,475	1,800
62120	Training, Transportation, Meeting	1,119	302	2,730	2,530
62140	Membership, Subscription and Dues	584	1,125	0	0
62300	Contract Services-Professional	3,132	0	0	0
62322	M & R Machinery & Equipment	129	0	0	0
62402	User Fee	17,832	10,104	11,230	9,525
	SUBTOTAL CONTRACTUAL	25,378	14,604	15,435	13,855
63001	Miscellaneous Office Expenses	426	549	450	500
	SUBTOTAL COMMODITIES	426	549	450	500
65050	IS Strategic Plan	1,035	1,135	1,135	1,135
65100	Insurance Charges	1,630	1,325	1,325	1,325
65400	Indirect Costs	6,873	4,614	5,910	6,520
	SUBTOTAL FIXED CHARGES	9,538	7,074	8,370	8,980
	TOTAL	201,040	146,839	161,625	184,075
Class Code	AUTHORIZED PERSONNEL	ADOPTED FY 10-11		APPROVED FY 11-12	
		Full Time		Full Time	
0350	Economic Development Specialist III	0.00		0.25	
4270	Employment Services Fiscal Specialist	0.90		1.00	
1720	Management Analyst	0.05		0.05	
7280	Senior Accounting Assistant	0.20		0.25	
	TOTAL	1.15		1.55	

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 08-09	ACTUAL FY 09-10	ADOPTED FY 10-11	APPROVED FY 11-12
61000	Salaries Regular	2,434	0	0	0
61030	Salaries Participant	0	18,641	0	0
61100	Retirement-Employer Contribution	67	0	0	0
61110	Part-Time Retirement	0	700	0	0
61120	Medicare Insurance	34	271	0	0
61130	Health Insurance	366	0	0	0
61180	Worker Compensation Insurance	25	266	0	0
	SUBTOTAL PERSONNEL	<u>2,926</u>	<u>19,878</u>	0	0
62010	Communications	734	0	0	0
	SUBTOTAL CONTRACTUAL	<u>734</u>	0	0	0
63001	Miscellaneous Office Expenses	46	0	0	0
	SUBTOTAL COMMODITIES	<u>46</u>	0	0	0
65400	Indirect Costs	128	0	0	0
	SUBTOTAL FIXED CHARGES	<u>128</u>	0	0	0
69135	Payment to Subagent	331,499	(3,142)	0	0
69138	Payment-Training Portion	0	365,090	25,625	0
69143	Transportation Pass for Participants	0	205	5,000	0
69144	Client Support Services	497	1,286	2,000	0
69145	Client Assessment	27,240	15,576	12,000	11,765
	SUBTOTAL MISCELLANEOUS	<u>359,236</u>	<u>379,015</u>	44,625	11,765
	TOTAL	<u><u>363,070</u></u>	<u><u>398,893</u></u>	<u><u>44,625</u></u>	<u><u>11,765</u></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 08-09	ACTUAL FY 09-10	ADOPTED FY 10-11	APPROVED FY 11-12
61000	Salaries Regular	1,950	0	0	0
61100	Retirement-Employer Contribution	54	0	0	0
61120	Medicare Insurance	28	0	0	0
61130	Health Insurance	333	0	0	0
61180	Worker Compensation Insurance	20	0	0	0
	SUBTOTAL PERSONNEL	<u>2,385</u>	<u>0</u>	<u>0</u>	<u>0</u>
62010	Communications	539	0	0	0
	SUBTOTAL CONTRACTUAL	<u>539</u>	<u>0</u>	<u>0</u>	<u>0</u>
65400	Indirect Costs	102	0	0	0
	SUBTOTAL FIXED CHARGES	<u>102</u>	<u>0</u>	<u>0</u>	<u>0</u>
69135	Payment to Subagent	194,639	3,500	0	0
69138	Payment-Training Portion	0	336,026	75,270	0
69143	Transportation Pass for Participants	2,088	3,080	11,000	0
69144	Client Support Services	89	1,354	1,500	0
69145	Client Assessment	11,300	22,138	18,000	11,535
	SUBTOTAL MISCELLANEOUS	<u>208,116</u>	<u>366,098</u>	<u>105,770</u>	<u>11,535</u>
	TOTAL	<u><u>211,142</u></u>	<u><u>366,098</u></u>	<u><u>105,770</u></u>	<u><u>11,535</u></u>

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 08-09	ACTUAL FY 09-10	ADOPTED FY 10-11	APPROVED FY 11-12
61000	Salaries Regular	111,807	145,678	222,285	208,575
61020	Salaries Part-Time	4,907	0	0	0
61040	Salaries Overtime	229	2,337	0	0
61100	Retirement-Employer Contribution	6,111	9,866	18,670	20,190
61120	Medicare Insurance	1,609	2,058	3,225	3,025
61130	Health Insurance	26,307	32,206	31,905	40,355
61170	Retiree Health Benefits	1,693	2,476	3,865	2,085
61180	Worker Compensation Insurance	1,250	1,646	2,380	2,170
	SUBTOTAL PERSONNEL	153,913	196,267	282,330	276,400
62010	Communications	3,034	3,478	2,670	3,400
62120	Training, Transportation, Meeting	705	1,662	2,310	2,310
62300	Contract Services-Professional	1,870	0	710	105
62322	M & R Machinery & Equipment	70	0	0	0
62402	User Fee	14,826	13,648	18,205	16,015
	SUBTOTAL CONTRACTUAL	20,505	18,788	23,895	21,830
63001	Miscellaneous Office Expenses	1,552	986	1,375	2,040
	SUBTOTAL COMMODITIES	1,552	986	1,375	2,040
65010	Rental City Equipment	2,245	2,245	2,245	2,245
65050	IS Strategic Plan	1,950	1,450	1,450	1,450
65100	Insurance Charges	3,050	1,685	1,685	1,685
65400	Indirect Costs	6,554	7,622	14,515	11,095
	SUBTOTAL FIXED CHARGES	13,799	13,002	19,895	16,475
69143	Transportation Pass for Participants	0	0	800	800
69144	Client Support Services	0	0	200	200
	SUBTOTAL MISCELLANEOUS	0	0	1,000	1,000
	TOTAL	189,769	229,043	328,495	317,745
Class Code	AUTHORIZED PERSONNEL	ADOPTED FY 10-11		APPROVED FY 11-12	
		Full Time		Full Time	
2690	Economic Development Manager	0.02		0.00	
8373	Workforce Specialist III	1.00		1.00	
8372	Workforce Specialist II	2.00		2.00	
7330	Senior Office Assistant	0.15		0.15	
	TOTAL	3.17		3.15	

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 08-09	ACTUAL FY 09-10	ADOPTED FY 10-11	APPROVED FY 11-12
61000	Salaries Regular	115,570	103,662	111,615	172,215
61020	Salaries Part-Time	0	(15)	26,865	0
61100	Retirement-Employer Contribution	8,420	7,089	9,375	16,825
61110	Part-Time Retirement	0	0	1,010	0
61120	Medicare Insurance	1,676	1,506	2,010	2,495
61130	Health Insurance	16,112	15,857	19,765	34,755
61170	Retiree Health Benefits	1,297	2,031	1,835	1,845
61180	Worker Compensation Insurance	1,751	1,610	1,745	2,100
	SUBTOTAL PERSONNEL	144,826	131,740	174,220	230,235
62010	Communications	3,883	3,455	1,700	1,500
62120	Training, Transportation, Meeting	3,404	899	1,540	1,540
62140	Membership, Subscription and Dues	450	0	570	480
62200	Advertising	517	0	0	0
62300	Contract Services-Professional	25,885	90,552	0	21,490
62302	Contracted Vendor Personnel Services	3,293	122	910	910
62322	M & R Machinery & Equipment	182	0	0	0
62402	User Fee	1,988	1,871	2,080	2,065
	SUBTOTAL CONTRACTUAL	39,602	96,899	6,800	27,985
63001	Miscellaneous Office Expenses	4,237	11,418	8,615	4,885
	SUBTOTAL COMMODITIES	4,237	11,418	8,615	4,885
65010	Rental City Equipment	3,080	3,075	1,120	255
65050	IS Strategic Plan	775	1,190	1,190	1,190
65100	Insurance Charges	1,285	1,250	1,380	1,380
65400	Indirect Costs	5,018	4,240	9,045	4,270
	SUBTOTAL FIXED CHARGES	10,158	9,755	12,735	7,095
	TOTAL	198,823	249,812	202,370	270,200
Class Code	AUTHORIZED PERSONNEL	ADOPTED FY 10-11		APPROVED FY 11-12	
		Full Time		Full Time	
2690	Economic Development Manager	0.09		0.10	
0350	Economic Development Specialist III	0.10		0.25	
0550	Economic Development Specialist II	0.00		0.40	
0560	Economic Development Specialist I	0.10		0.00	
8373	Workforce Specialist III	0.00		0.20	
8372	Workforce Specialist II	1.00		1.00	
7330	Senior Office Assistant	0.05		0.10	
	TOTAL	1.34		2.05	

COMMUNITY DEVELOPMENT AGENCY

ECONOMIC DEVELOPMENT		ACCOUNT UNIT			
Santa Ana W.O.R.K. Center-ARRA Youth		12318736			
Account Code	LINE ITEM RESOURCES	ACTUAL FY 08-09	ACTUAL FY 09-10	ADOPTED FY 10-11	APPROVED FY 11-12
61000	Salaries Regular	32,971	72,118	0	0
61020	Salaries Part-Time	15,594	144,963	0	0
61030	Salaries Participant	0	1,396,125	0	0
61040	Salaries Overtime	16,316	8,403	0	0
61100	Retirement-Employer Contribution	3,241	6,691	0	0
61110	Part-Time Retirement	0	21,377		
61120	Medicare Insurance	760	22,356	0	0
61130	Health Insurance	6,431	13,340	0	0
61170	Retiree Health Benefits	0	2,438		
61180	Worker Compensation Insurance	900	36,094	0	0
	SUBTOTAL PERSONNEL	76,213	1,723,905	0	0
62010	Communications	0	258		
62120	Training, Transportation, Meeting	0	4,236		
62300	Contract Services-Professional	7,574	15,278	0	0
62302	Contracted Vendor Personnel Services	0	971		
62322	M & R Machinery & Equipment	0	324		
62402	User Fee	24,863	58,013	0	0
	SUBTOTAL CONTRACTUAL	32,437	79,080	0	0
63001	Miscellaneous Office Expenses	20,158	6,931	0	0
	SUBTOTAL COMMODITIES	20,158	6,931	0	0
65400	Indirect Costs	398	6,234	0	0
	SUBTOTAL FIXED CHARGES	398	6,234	0	0
69135	Payment to Subagent	0	26,652		
69143	Transportation Pass for Participants	25,438	31,336	0	0
69144	Client Support Services	945	22,036	0	0
	SUBTOTAL MISCELLANEOUS	26,383	80,024	0	0
	TOTAL	155,589	1,896,174	0	0

COMMUNITY DEVELOPMENT AGENCY

ECONOMIC DEVELOPMENT		ACCOUNT UNIT			
Santa Ana W.O.R.K. Center-ARRA Adult		12318737			
Account Code	LINE ITEM RESOURCES	ACTUAL FY 08-09	ACTUAL FY 09-10	ADOPTED FY 10-11	APPROVED FY 11-12
61000	Salaries Regular	0	67,352	0	0
61030	Salaries Participant	0	133,738	0	0
61100	Retirement-Employer Contribution	0	3,133	0	0
61110	Part-Time Retirement	0	4,936		
61120	Medicare Insurance	0	2,590	0	0
61130	Health Insurance	0	6,826	0	0
61180	Worker Compensation Insurance	0	4,140	0	0
	SUBTOTAL PERSONNEL	0	222,715	0	0
62300	Contract Services-Professional	0	1,846	0	0
	SUBTOTAL CONTRACTUAL	0	1,846	0	0
63001	Miscellaneous Office Expenses	0	225	0	0
	SUBTOTAL COMMODITIES	0	225	0	0
65400	Indirect Costs	0	3,736	0	0
	SUBTOTAL FIXED CHARGES	0	3,736	0	0
69135	Payment to Subagent	0	62,631	0	0
69138	Payment-Training Portion	0	16,928	0	0
69143	Transportation Pass for Participants	0	10,569	0	0
69144	Client Support Services	0	164	0	0
69145	Client Assessment	150	2,580	0	0
	SUBTOTAL MISCELLANEOUS	150	92,872	0	0
	TOTAL	<u>150</u>	<u>321,394</u>	<u>0</u>	<u>0</u>

COMMUNITY DEVELOPMENT AGENCY

ECONOMIC DEVELOPMENT		ACCOUNT UNIT			
Santa Ana W.O.R.K. Center-ARRA Dislocated Worker		12318738			
Account Code	LINE ITEM RESOURCES	ACTUAL FY 08-09	ACTUAL FY 09-10	ADOPTED FY 10-11	APPROVED FY 11-12
61000	Salaries Regular	0	81,354	0	0
61030	Salaries Participant	0	42,271	0	0
61100	Retirement-Employer Contribution	0	4,493	0	0
61110	Part-Time Retirement	0	1,538		
61120	Medicare Insurance	0	1,556	0	0
61130	Health Insurance	0	9,160	0	0
61170	Retiree Health Benefits	0	994		
61180	Worker Compensation Insurance	0	1,811	0	0
	SUBTOTAL PERSONNEL	0	143,177	0	0
62300	Contract Services-Professional	0	1,803	0	0
	SUBTOTAL CONTRACTUAL	0	1,803	0	0
63001	Miscellaneous Office Expenses	0	229	0	0
	SUBTOTAL COMMODITIES	0	229	0	0
65400	Indirect Costs	0	4,642	0	0
	SUBTOTAL FIXED CHARGES	0	4,642	0	0
69137	On the Job Training	0	2,272		
69138	Payment-Training Portion	0	64,142		
69143	Transportation Pass for Participants	0	3,580	0	0
69144	Client Support Services	0	171		
69145	Client Assessment	560	8,426	0	0
	SUBTOTAL MISCELLANEOUS	560	78,591	0	0
	TOTAL	560	228,442	0	0

COMMUNITY DEVELOPMENT AGENCY

ECONOMIC DEVELOPMENT		ACCOUNT UNIT			
Santa Ana W.O.R.K. Center-ARRA Rapid Response		12318739			
Account Code	LINE ITEM RESOURCES	ACTUAL FY 08-09	ACTUAL FY 09-10	ADOPTED FY 10-11	APPROVED FY 11-12
61000	Salaries Regular	0	10,081	0	0
61020	Salaries Part-Time	0	22,494	0	0
61100	Retirement-Employer Contribution	0	1,075	0	0
61110	Part-Time Retirement	0	736		
61120	Medicare Insurance	0	475	0	0
61130	Health Insurance	0	1,006	0	0
61180	Worker Compensation Insurance	0	424	0	0
	SUBTOTAL PERSONNEL	0	36,291	0	0
62200	Advertising	0	238		
62300	Contract Services-Professional	0	28,534	0	0
62402	User Fee	0	6,540	0	0
	SUBTOTAL CONTRACTUAL	0	35,312	0	0
63001	Miscellaneous Office Expenses	0	64	0	0
	SUBTOTAL COMMODITIES	0	64	0	0
65400	Indirect Costs	0	1,782	0	0
	SUBTOTAL FIXED CHARGES	0	1,782	0	0
	TOTAL	0	73,449	0	0

ECONOMIC DEVELOPMENT		ACCOUNT UNIT			
Santa Ana W.O.R.K. Center-ARRA Administration		12318758			
Account Code	LINE ITEM RESOURCES	ACTUAL FY 08-09	ACTUAL FY 09-10	ADOPTED FY 10-11	APPROVED FY 11-12
61000	Salaries Regular	0	6,699	0	0
61100	Retirement-Employer Contribution	0	241	0	0
61120	Medicare Insurance	0	8	0	0
61130	Health Insurance	0	647	0	0
61170	Retiree Health Benefits	0	95	0	0
61180	Worker Compensation Insurance	0	43	0	0
	SUBTOTAL PERSONNEL	0	7,733	0	0
62120	Training, Transportation, Meeting	0	41	0	0
62140	Membership, Subscription and Dues	0	4,500	0	0
62200	Advertising	0	482	0	0
62300	Contract Services-Professional	0	201	0	0
	SUBTOTAL CONTRACTUAL	0	5,224	0	0
65400	Indirect Costs	0	357	0	0
	SUBTOTAL FIXED CHARGES	0	357	0	0
	TOTAL	0	13,314	0	0

COMMUNITY DEVELOPMENT AGENCY

ECONOMIC DEVELOPMENT		ACCOUNT UNIT			
Santa Ana W.O.R.K. Center-Capacity Building		12318719			
Account Code	LINE ITEM RESOURCES	ACTUAL FY 08-09	ACTUAL FY 09-10	ADOPTED FY 10-11	APPROVED FY 11-12
62120	Training, Transportation, Meeting	2,000	0	0	0
62300	Contract Services-Professional	<u>0</u>	<u>39,000</u>	<u>0</u>	<u>0</u>
	SUBTOTAL CONTRACTUAL	2,000	39,000	0	0
	TOTAL	<u>2,000</u>	<u>39,000</u>	<u>0</u>	<u>0</u>

ECONOMIC DEVELOPMENT		ACCOUNT UNIT			
Santa Ana W.O.R.K. Center-Department of Labor		12318740			
Account Code	LINE ITEM RESOURCES	ACTUAL FY 08-09	ACTUAL FY 09-10	ADOPTED FY 10-11	APPROVED FY 11-12
61000	Salaries Regular	17,604	6,808	0	0
61100	Retirement-Employer Contribution	1,190	297	0	0
61120	Medicare Insurance	251	98	0	0
61130	Health Insurance	3,102	1,236	0	0
61170	Retiree Health Benefits	191	0	0	0
61180	Worker Compensation Insurance	<u>185</u>	<u>71</u>	<u>0</u>	<u>0</u>
	SUBTOTAL PERSONNEL	22,523	8,510	0	0
63001	Miscellaneous Office Expenses	<u>9</u>	<u>0</u>	<u>0</u>	<u>0</u>
	SUBTOTAL COMMODITIES	9	0	0	0
65400	Indirect Costs	<u>898</u>	<u>403</u>	<u>0</u>	<u>0</u>
	SUBTOTAL FIXED CHARGES	898	403	0	0
69135	Payment to Subagent	25,995	0	0	0
69143	Transportation Pass for Participants	(51)	0	0	0
69144	Client Support Services	100	0	0	0
69145	Client Assessment	<u>2,380</u>	<u>0</u>	<u>0</u>	<u>0</u>
	SUBTOTAL MISCELLANEOUS	28,424	0	0	0
	TOTAL	<u>51,854</u>	<u>8,913</u>	<u>0</u>	<u>0</u>

ECONOMIC DEVELOPMENT		ACCOUNT UNIT			
Santa Ana W.O.R.K. Center-15% Governor Dislocated Worker		12318741			
Account Code	LINE ITEM RESOURCES	ACTUAL FY 08-09	ACTUAL FY 09-10	ADOPTED FY 10-11	APPROVED FY 11-12
69135	Payment to Subagent	102,941	0	0	0
69143	Transportation Pass for Participants	4,500	0	0	0
69144	Client Support Services	1,261	0	0	0
69145	Client Assessment	<u>2,189</u>	<u>0</u>	<u>0</u>	<u>0</u>
	SUBTOTAL MISCELLANEOUS	110,891	0	0	0
	TOTAL	<u>110,891</u>	<u>0</u>	<u>0</u>	<u>0</u>

COMMUNITY DEVELOPMENT AGENCY

ECONOMIC DEVELOPMENT		ACCOUNT UNIT			
Santa Ana W.O.R.K. Center-Incentive Award '07		12318747			
Account Code	LINE ITEM RESOURCES	ACTUAL FY 08-09	ACTUAL FY 09-10	ADOPTED FY 10-11	APPROVED FY 11-12
62300	Contract Services-Professional	<u>1,929</u>	<u>0</u>	<u>0</u>	<u>0</u>
	SUBTOTAL CONTRACTUAL	1,929	0	0	0
	TOTAL	<u><u>1,929</u></u>	<u><u>0</u></u>	<u><u>0</u></u>	<u><u>0</u></u>

ECONOMIC DEVELOPMENT		ACCOUNT UNIT			
Santa Ana W.O.R.K. Center-California New Start Grant		12318759			
Account Code	LINE ITEM RESOURCES	ACTUAL FY 08-09	ACTUAL FY 09-10	ADOPTED FY 10-11	APPROVED FY 11-12
61000	Salaries Regular	0	26,318	0	0
61020	Salaries Part-Time	0	1,758	0	0
61030	Salaries Participant	0	11,904	0	0
61040	Salaries Overtime	0	269	0	0
61100	Retirement-Employer Contribution	0	1,792	0	0
61110	Part-Time Retirement	0	512		
61120	Medicare Insurance	0	585	0	0
61130	Health Insurance	0	6,067	0	0
61180	Worker Compensation Insurance	<u>0</u>	<u>1,386</u>	<u>0</u>	<u>0</u>
	SUBTOTAL PERSONNEL	0	50,591	0	0
62402	User Fee	<u>0</u>	<u>638</u>	<u>0</u>	<u>0</u>
	SUBTOTAL CONTRACTUAL	0	638	0	0
63001	Miscellaneous Office Expenses	<u>0</u>	<u>151</u>	<u>0</u>	<u>0</u>
	SUBTOTAL COMMODITIES	0	151	0	0
65400	Indirect Costs	<u>0</u>	<u>1,678</u>	<u>0</u>	<u>0</u>
	SUBTOTAL FIXED CHARGES	0	1,678	0	0
69143	Transportation Pass for Participants	0	4,408	0	0
69144	Client Support Services	0	1,566		
69145	Client Assessment	<u>0</u>	<u>2,665</u>	<u>0</u>	<u>0</u>
	SUBTOTAL MISCELLANEOUS	0	8,639	0	0
	TOTAL	<u><u>0</u></u>	<u><u>61,697</u></u>	<u><u>0</u></u>	<u><u>0</u></u>

COMMUNITY DEVELOPMENT AGENCY

ECONOMIC DEVELOPMENT		ACCOUNT UNIT			
Special Projects-SSA WtW		12418732 / 12418731 / 12418737			
Account Code	LINE ITEM RESOURCES	ACTUAL FY 08-09	ACTUAL FY 09-10	ADOPTED FY 10-11	APPROVED FY 11-12
61000	Salaries Regular	139,820	39,306	0	0
61020	Salaries Part-Time	3,549	0	0	0
61030	Salaries Participant	219,830	35,785	0	0
61040	Salaries Overtime	361	0	0	0
61100	Retirement-Employer Contribution	7,883	3,257	0	0
61110	Part-Time Retirement	0	888	0	0
61120	Medicare Insurance	5,081	1,187	0	0
61130	Health Insurance	17,535	6,006	0	0
61170	Retiree Health Benefits	2,136	0	0	0
61180	Worker Compensation Insurance	10,217	2,060	0	0
	SUBTOTAL PERSONNEL	406,412	88,489	0	0
62010	Communications	3,510	330	0	0
62120	Training, Transportation, Meeting	569	80	0	0
62140	Membership, Subscription and Dues	106	0	0	0
62300	Contract Services-Professional	970	35	0	0
62402	User Fee	11,567	5,312	0	0
	SUBTOTAL CONTRACTUAL	16,722	5,757	0	0
63001	Miscellaneous Office Expenses	996	64	0	0
	SUBTOTAL COMMODITIES	996	64	0	0
65010	Rental City Equipment	860	62	0	0
65050	IS Strategic Plan	2,300	601	0	0
65100	Insurance Charges	3,655	943	0	0
65400	Indirect Costs	6,424	2,327	0	0
	SUBTOTAL FIXED CHARGES	13,239	3,933	0	0
69138	Payment-Training Portion	78,289	18,997	0	0
69144	Client Support Services	409	71	0	0
	SUBTOTAL MISCELLANEOUS	78,698	19,068	0	0
	TOTAL	516,067	117,311	0	0

COMMUNITY DEVELOPMENT AGENCY

ECONOMIC DEVELOPMENT		ACCOUNT UNIT			
Special Projects-Orange County Green Jobs Grant		12418738			
Account Code	LINE ITEM RESOURCES	ACTUAL FY 08-09	ACTUAL FY 09-10	ADOPTED FY 10-11	APPROVED FY 11-12
61030	Salaries Participant	0	27,895	0	0
61110	Part-Time Retirement	0	1,046	0	0
61120	Medicare Insurance	0	405	0	0
61180	Worker Compensation Insurance	0	1,918	0	0
	SUBTOTAL PERSONNEL	<u>0</u>	<u>31,264</u>	<u>0</u>	<u>0</u>
62010	Communications	0	632	0	0
62300	Contract Services-Professional	0	3,825	0	0
62402	User Fee	0	1,093	0	0
	SUBTOTAL CONTRACTUAL	<u>0</u>	<u>5,550</u>	<u>0</u>	<u>0</u>
63001	Miscellaneous Office Expenses	0	287	0	0
	SUBTOTAL COMMODITIES	<u>0</u>	<u>287</u>	<u>0</u>	<u>0</u>
69143	Transportation Pass for Participants	0	4,436	0	0
69144	Client Support Services	0	3,734	0	0
	SUBTOTAL MISCELLANEOUS	<u>0</u>	<u>8,170</u>	<u>0</u>	<u>0</u>
	TOTAL	<u><u>0</u></u>	<u><u>45,271</u></u>	<u><u>0</u></u>	<u><u>0</u></u>

COMMUNITY DEVELOPMENT AGENCY

ECONOMIC DEVELOPMENT		ACCOUNT UNIT			
OC-Dislocated Worker Mortgage Grant		12418749			
Account Code	LINE ITEM RESOURCES	ACTUAL FY 08-09	ACTUAL FY 09-10	ADOPTED FY 10-11	APPROVED FY 11-12
61000	Salaries Regular	11,028	0	0	0
61100	Retirement-Employer Contribution	617	0	0	0
61120	Medicare Insurance	126	0	0	0
61130	Health Insurance	1,341	0	0	0
61180	Worker Compensation Insurance	348	0	0	0
	SUBTOTAL PERSONNEL	<u>13,460</u>	0	0	0
62010	Communications	140	0	0	0
62300	Contract Services-Professional	935	0	0	0
62402	User Fee	500	0	0	0
	SUBTOTAL CONTRACTUAL	<u>1,575</u>	0	0	0
63001	Miscellaneous Office Expenses	109	0	0	0
	SUBTOTAL COMMODITIES	<u>109</u>	0	0	0
65400	Indirect Costs	578	0	0	0
	SUBTOTAL FIXED CHARGES	<u>578</u>	0	0	0
69135	Payment to Subagent	25,000	0	0	0
69143	Transportation Pass for Participants	3,006	0	0	0
69145	Client Assessment	240	0	0	0
	SUBTOTAL MISCELLANEOUS	<u>28,246</u>	0	0	0
	TOTAL	<u><u>43,968</u></u>	<u><u>0</u></u>	<u><u>0</u></u>	<u><u>0</u></u>

COMMUNITY DEVELOPMENT AGENCY

ECONOMIC DEVELOPMENT		ACCOUNT UNIT			
Special Projects-FEZ Service Navigator		12918751			
Account Code	LINE ITEM RESOURCES	ACTUAL FY 08-09	ACTUAL FY 09-10	ADOPTED FY 10-11	APPROVED FY 11-12
61000	Salaries Regular	233,466	0	0	0
61020	Salaries Part-Time	43,068	361	0	0
61040	Salaries Overtime	393	0	0	0
61100	Retirement-Employer Contribution	14,131	0	0	0
61120	Medicare Insurance	3,618	5	0	0
61130	Health Insurance	35,184	0	0	0
61170	Retiree Health Benefits	3,053	0	0	0
61180	Worker Compensation Insurance	2,869	4	0	0
	SUBTOTAL PERSONNEL	335,782	370	0	0
62010	Communications	14,326	0	0	0
62120	Training, Transportation, Meeting	666	0	0	0
62140	Membership, Subscription and Dues	327	0	0	0
62300	Contract Services-Professional	15,265	0	0	0
62302	Contracted Vendor Personnel Services	1,033	0	0	0
62322	M & R Machinery & Equipment	560	0	0	0
62402	User Fee	37,228			
62500	Rent Payments	4,884	0	0	0
	SUBTOTAL CONTRACTUAL	74,289	0	0	0
63001	Miscellaneous Office Expenses	4,692	0	0	0
	SUBTOTAL COMMODITIES	4,692	0	0	0
65050	IS Strategic Plan	2,030	0	0	0
65100	Insurance Charges	3,230	0	0	0
65400	Indirect Costs	9,844	1	0	0
	SUBTOTAL FIXED CHARGES	15,104	1	0	0
69138	Payment-Training Portion	276,995	0	0	0
69143	Transportation Pass for Participants	5,176	0	0	0
69144	Client Support Services	3,411	150	0	0
	SUBTOTAL MISCELLANEOUS	285,582	150	0	0
	TOTAL	715,449	521	0	0

COMMUNITY DEVELOPMENT AGENCY

ECONOMIC DEVELOPMENT		ACCOUNT UNIT			
Special Projects-CAPOC SAY 2010		13118770			
Account Code	LINE ITEM RESOURCES	ACTUAL FY 08-09	ACTUAL FY 09-10	ADOPTED FY 10-11	APPROVED FY 11-12
61020	Salaries Part-Time	0	1,992	0	0
61100	Retirement-Employer Contribution	0	113	0	0
61110	Part-Time Retirement	0	42	0	0
61120	Medicare Insurance	0	29	0	0
61180	Worker Compensation Insurance	0	59	0	0
	SUBTOTAL PERSONNEL	<u>0</u>	<u>2,235</u>	<u>0</u>	<u>0</u>
62300	Contract Services-Professional	0	20	0	0
	SUBTOTAL CONTRACTUAL	<u>0</u>	<u>20</u>	<u>0</u>	<u>0</u>
69143	Transportation Pass for Participants	0	1,017	0	0
	SUBTOTAL MISCELLANEOUS	<u>0</u>	<u>1,017</u>	<u>0</u>	<u>0</u>
	TOTAL	<u><u>0</u></u>	<u><u>3,272</u></u>	<u><u>0</u></u>	<u><u>0</u></u>

COMMUNITY DEVELOPMENT AGENCY

ECONOMIC DEVELOPMENT		ACCOUNT UNIT			
Special Projects-DOL FEZ Grant 09-10		13218742			
Account Code	LINE ITEM RESOURCES	ACTUAL FY 08-09	ACTUAL FY 09-10	ADOPTED FY 10-11	APPROVED FY 11-12
61000	Salaries Regular	0	185,503	0	0
61020	Salaries Part-Time	0	7,063	0	0
61030	Salaries Participant	0	225,086	0	0
61100	Retirement-Employer Contribution	0	12,080	0	0
61110	Part-Time Retirement	0	8,415	0	0
61120	Medicare Insurance	0	5,926	0	0
61130	Health Insurance	0	18,036	0	0
61170	Retiree Health Benefits	0	3,795	0	0
61180	Worker Compensation Insurance	0	17,824	0	0
	SUBTOTAL PERSONNEL	0	483,728	0	0
62010	Communications	0	1,711	0	0
62120	Training, Transportation, Meeting	0	945	0	0
62300	Contract Services-Professional	0	3,931	0	0
62402	User Fee	0	2,976	0	0
	SUBTOTAL CONTRACTUAL	0	9,563	0	0
63001	Miscellaneous Office Expenses	0	82,019	0	0
	SUBTOTAL COMMODITIES	0	82,019	0	0
65010	Rental City Equipment	0	250	0	0
65050	IS Strategic Plan	0	1,800	0	0
65100	Insurance Charges	0	4,500	0	0
65400	Indirect Costs	0	10,976	0	0
	SUBTOTAL FIXED CHARGES	0	17,526	0	0
69143	Transportation Pass for Participants	0	5,928	0	0
69144	Client Support Services	0	1,145	0	0
	SUBTOTAL MISCELLANEOUS	0	7,073	0	0
	TOTAL	0	599,909	0	0

COMMUNITY DEVELOPMENT AGENCY

ECONOMIC DEVELOPMENT		ACCOUNT UNIT			
Special Projects-DOL Technology Grant 10-11		13218743			
Account Code	LINE ITEM RESOURCES	ACTUAL FY 08-09	ACTUAL FY 09-10	ADOPTED FY 10-11	APPROVED FY 11-12
61000	Salaries Regular	0	0	222,790	0
61100	Retirement-Employer Contribution	0	0	18,625	0
61120	Medicare Insurance	0	0	3,215	0
61130	Health Insurance	0	0	33,720	0
61170	Retiree Health Benefits	0	0	3,815	0
61180	Worker Compensation Insurance	0	0	2,475	0
	SUBTOTAL PERSONNEL	0	0	284,640	0
62010	Communications	0	0	3,405	0
62120	Training, Transportation, Meeting	0	0	3,890	0
62140	Membership, Subscription and Dues	0	0	70	0
62300	Contract Services-Professional	0	0	47,895	0
62402	User Fee	0	0	50,885	0
	SUBTOTAL CONTRACTUAL	0	0	106,145	0
63001	Miscellaneous Office Expenses	0	0	1,555	0
	SUBTOTAL COMMODITIES	0	0	1,555	0
65010	Rental City Equipment	0	0	250	0
65050	IS Strategic Plan	0	0	1,930	0
65100	Insurance Charges	0	0	3,765	0
65400	Indirect Costs	0	0	14,480	0
	SUBTOTAL FIXED CHARGES	0	0	20,425	0
66400	Machinery & Equipment	0	0	37,835	0
66510	Computer Software	0	0	32,500	0
	SUBTOTAL CAPITAL	0	0	70,335	0
69135	Payment to Subagent	0	0	201,650	0
69143	Transportation Pass for Participants	0	0	21,000	0
69144	Client Support Services	0	0	8,250	0
	SUBTOTAL MISCELLANEOUS	0	0	230,900	0
	TOTAL	0	0	714,000	0

Class Code	AUTHORIZED PERSONNEL	ADOPTED FY 10-11		APPROVED FY 11-12	
		Full Time		Full Time	
2690	Economic Development Manager	0.05		0.00	
0350	Economic Development Specialist III	0.45		0.00	
8372	Workforce Specialist II	2.00		0.00	
4270	Employment Services Fiscal Specialist	0.10		0.00	
7330	Senior Office Assistant	0.10		0.00	
0060	Receptionist	0.10		0.00	
	TOTAL	2.80		0.00	

**COMMUNITY DEVELOPMENT AGENCY
DIVISION RESOURCE SUMMARY**

Housing Division

ACTIVITIES	ACTUAL FY 08-09	ACTUAL FY 09-10	ADOPTED FY 10-11	APPROVED FY 11-12
Administration				
50718810 Housing Development & Rehabilitation	5,348,570	1,961,190	1,851,885	2,069,760
50718820 Neighborhood Improvement	972,172	718,506	641,830	601,455
41718820 Inclusionary Housing	0	0	1,047,000	0
SUBTOTAL	<u>6,320,742</u>	<u>2,679,696</u>	<u>3,540,715</u>	<u>2,671,215</u>
Federal/State Grants				
13018780 HOME	858,988	2,564,199	2,953,050	2,853,050
13018781 American Dream Downpayment Initiative	1,593	30,700	0	0
13318780 Housing Authority - Issuer Fee	3,433	0	180,900	215,000
13518781 CDBG-Neighborhood Improvement	71,113	228,214	175,000	200,000
13518782 CDBG	(50,763)	111,847	125,000	125,000
13618760 Housing Authority - HAP	25,869,395	28,131,242	27,072,375	27,923,760
13918760 Housing Authority - New Construction	0	533,373	0	0
14018760 Housing Authority - Administration	2,862,654	2,778,204	2,923,000	2,873,845
14218760 Neighborhood Stabilization Program I	218,131	5,220,793	1,500,000	500,000
14218761 Neighborhood Stabilization Program II	0	200,617	1,500,000	3,000,000
14218762 Neighborhood Stabilization Program III	0	0	0	300,000
1431876x CalHome	272,794	82,046	0	0
40518760 HOPWA Tenant Based Assistance	506,321	570,084	600,000	600,000
40518761 HOPWA	749,838	1,065,635	968,180	968,180
SUBTOTAL	<u>31,363,497</u>	<u>41,516,954</u>	<u>37,997,505</u>	<u>39,558,835</u>
Capital Projects				
50718830 Housing Development & Rehabilitation	4,119,918	6,737,432	13,498,940	13,380,235
SUBTOTAL	<u>4,119,918</u>	<u>6,737,432</u>	<u>13,498,940</u>	<u>13,380,235</u>
Obligations				
50718850 Housing Development Obligations	0	3,679,545	0	0
SUBTOTAL	<u>0</u>	<u>3,679,545</u>	<u>0</u>	<u>0</u>
TOTAL	<u>41,804,157</u>	<u>54,613,627</u>	<u>55,037,160</u>	<u>55,610,285</u>
LESS INTERFUND TRANSFERS	3,679,545	3,679,545	0	0
TOTAL ACTIVITIES	<u>38,124,612</u>	<u>50,934,082</u>	<u>55,037,160</u>	<u>55,610,285</u>
OPERATING EXPENSE	ACTUAL FY 08-09	ACTUAL FY 09-10	ADOPTED FY 10-11	APPROVED FY 11-12
61000 Personnel	3,794,133	3,633,213	4,009,335	3,887,755
62000 Contractual	1,339,238	3,617,647	3,146,245	4,388,330
63000 Commodities	220,931	187,689	330,745	298,715
65000 Fixed Charges	1,224,340	1,105,928	1,076,975	1,128,115
66000 Capital	701,238	3,394,552	11,670,940	27,000
67000 Debt Service	0	500,000	0	0
68000 Interfund Transfers	3,679,545	5,042,145	0	0
69000 Miscellaneous	30,844,732	37,132,453	34,802,920	45,880,370
TOTAL	<u>41,804,157</u>	<u>54,613,627</u>	<u>55,037,160</u>	<u>55,610,285</u>
LESS INTERFUND TRANSFERS	3,679,545	3,679,545	0	0
TOTAL OPERATING	<u>38,124,612</u>	<u>50,934,082</u>	<u>55,037,160</u>	<u>55,610,285</u>

**COMMUNITY DEVELOPMENT AGENCY
DIVISION RESOURCE SUMMARY**

Housing Division

Class Code	AUTHORIZED PERSONNEL	ADOPTED FY 09-10		APPROVED FY 11-12	
		Full Time		Full Time	
2491	Deputy City Manager for Dev Services	0.35		0.35	
2460	Housing Division Manager	0.90		0.90	
0520	Housing Programs Coordinator	0.90		0.95	
7640	Housing Authority Coordinator	1.00		1.00	
0600	Redevelopment Project Manager II	0.50		0.50	
7610	Community Development District Manager	2.00		2.00	
1720	Management Analyst	1.00		1.00	
1840	Housing Programs Analyst	1.75		1.80	
2700	Senior Residential Construction Specialist	0.90		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	0.90		0.90	
2760	Property Rehabilitation Assistant	1.00		1.00	
7390	Executive Secretary	0.10		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	6.00		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>33.80</u>		<u>33.90</u>	

COMMUNITY DEVELOPMENT AGENCY

HOUSING AND NEIGHBORHOOD DEVELOPMENT

PROGRAM

Housing Services

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 09-10 & FY 10-11				
<ul style="list-style-type: none"> * Maximized Housing Choice Voucher (HCV) funding by maintaining 100% lease-up. * Designated as Section 8 Management Assessment Program (SEMAP) High Performer. * Received \$63,000 grant to fund Family Self-Sufficiency program. * Received 100 vouchers under the Non-Eldery Disabled Program * Implemented and inspected general components of Yardi System * Implemented direct deposit for landlord payments. * Conducted purge of Wait List. * Implemented Power Point briefing to insure consistency. 				
Action Plan for FY 2011-12				
<ul style="list-style-type: none"> * Continue to maximize Housing Choice Voucher (HCV) funding by maintaining full lease-up. * Implement program changes to reflect new HUD regulation. * Continue to ensure compliance with Section 8 Management Program (SEMAP) requirements. * Maximize funding under the Non-Eldery Disabled Program by reaching 100% lease up * Finalize procedure manual 				
PERFORMANCE MEASURES	Actual	Actual	Estimated	Objective
	FY 08-09	FY 09-10	FY 10-11	FY 11-12
Efficiency				
Pass Rate for Annual Inspections	67%	67%	70%	72%
Number of Units Under Lease	2,558	2,558	2,658	2,658
Effectiveness				
Fund Utilization Rate	100%	102%	102%	100%
Lease-Up Rate	100%	100%	100%	100%
Life Skills Classes	4	2	0	0

COMMUNITY DEVELOPMENT AGENCY

HOUSING AND NEIGHBORHOOD DEVELOPMENT		ACCOUNT UNIT			
Assisted Housing-Housing Authority-Vouchers		14018760			
Account Code	LINE ITEM RESOURCES	ACTUAL FY 08-09	ACTUAL FY 09-10	ADPTED FY 10-11	APPROVED FY 11-12
61000	Salaries Regular	1,403,665	1,261,987	1,240,565	1,145,730
61020	Salaries Part-Time	24,753	28,312	0	18,070
61040	Salaries Overtime	72,916	15,316	20,000	35,000
61100	Retirement-Employer Contribution	74,094	80,532	104,210	103,225
61110	Part-Time Retirement	0	840	0	680
61120	Medicare Insurance	20,264	17,750	17,990	16,875
61130	Health Insurance	237,443	179,152	187,775	201,045
61170	Retiree Health Benefits	18,953	20,245	21,575	13,005
61180	Worker Compensation Insurance	14,788	13,181	13,490	12,645
	SUBTOTAL PERSONNEL	1,866,876	1,617,315	1,605,605	1,546,275
62010	Communications	24,105	16,982	15,000	14,600
62012	Cellular Phone Charges	0	0	255	255
62120	Training, Transportation, Meeting	6,220	10,700	21,015	25,015
62121	Conferences & Conventions	99	0	0	0
62140	Membership, Subscription and Dues	2,698	4,834	3,670	3,870
62200	Advertising	2,813	499	2,300	2,800
62300	Contract Services-Professional	194,554	56,708	109,585	102,500
62302	Contracted Vendor Personnel Services	108,396	54,776	16,000	16,000
62322	M & R Machinery & Equipment	4,793	4,353	8,500	9,500
62400	Auditor Fee	6,566	14,271	7,000	7,000
62600	Parking Validation	0	1,053	800	800
	SUBTOTAL CONTRACTUAL	350,244	164,176	184,125	182,340
63001	Miscellaneous Office Expenses	92,225	62,623	87,300	53,310
	SUBTOTAL COMMODITIES	92,225	62,623	87,300	53,310
65000	Building Rental	119,970	119,970	119,970	119,970
65010	Rental City Equipment	33,168	25,490	21,050	16,620
65100	Insurance Charges	39,225	39,225	39,225	39,225
65205	Internal Departments Personnel Charges	0	0	53,455	5,000
65400	Indirect Costs	164,827	130,469	112,270	147,105
	SUBTOTAL FIXED CHARGES	357,190	315,154	345,970	327,920
66400	Machinery & Equipment	(579)	19,408	0	12,000
66510	Computer Software	319	260	0	0
66600	Books, Records & Video	58	0	0	0
	SUBTOTAL CAPITAL	(202)	19,668	0	12,000
69131	Mobility-Inspection Fee Paid	177,125	825	0	0
69132	Mobility-Inspection Fee Received	(53,900)	(600)	0	0
69133	Ports Out-Admin Paid	73,527	619,000	700,000	750,000
69134	Portprop In Received HAP/ADM	(431)	(19,957)	0	2,000
	SUBTOTAL MISCELLANEOUS	196,321	599,268	700,000	752,000
	TOTAL	2,862,654	2,778,204	2,923,000	2,873,845

COMMUNITY DEVELOPMENT AGENCY

HOUSING AND NEIGHBORHOOD DEVELOPMENT		ACCOUNT UNIT			
Assisted Housing-Housing Authority-Vouchers		14018760			
Class Code	AUTHORIZED PERSONNEL	ADOPTED FY 10-11		APPROVED FY 11-12	
		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	0.05		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>15.76</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 08-09	ACTUAL FY 09-10	ADOPTED FY 10-11	APPROVED FY 11-12
69134	Ports In-Administrative Received	18,437	(476,364)	0	0
69158	Housing Assistance Payments	24,790,660	20,021,806	27,072,375	27,923,760
69159	HAP-FSS Escrow	219,422	155,056	0	0
69162	Port Out HAP	0	7,958,263	0	0
69162	Damage Claims	843,090	0	0	0
69167	Port Prop Disbursement	<u>(2,214)</u>	<u>472,481</u>	<u>0</u>	<u>0</u>
	SUBTOTAL MISCELLANEOUS	25,869,395	28,131,242	27,072,375	27,923,760
	TOTAL	<u>25,869,395</u>	<u>28,131,242</u>	<u>27,072,375</u>	<u>27,923,760</u>

HOUSING AND NEIGHBORHOOD DEVELOPMENT		ACCOUNT UNIT			
Assisted Housing-New Construction		13918760			
Account Code	LINE ITEM RESOURCES	ACTUAL FY 08-09	ACTUAL FY 09-10	ADOPTED FY 10-11	APPROVED FY 11-12
69204	Payment-HUD	<u>0</u>	<u>533,373</u>	<u>0</u>	<u>0</u>
	SUBTOTAL MISCELLANEOUS	0	533,373	0	0
	TOTAL	<u>0</u>	<u>533,373</u>	<u>0</u>	<u>0</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 08-09	ACTUAL FY 09-10	ADOPTED FY 10-11	APPROVED FY 11-12
61000	Salaries Regular	9,914	4,662	13,270	12,490
61100	Retirement-Employer Contribution	692	318	1,115	1,050
61120	Medicare Insurance	173	82	190	180
61130	Health Insurance	1,915	837	2,460	2,675
61170	Retiree Health Benefits	105	230	230	125
61180	Worker Compensation Insurance	124	59	140	130
	SUBTOTAL PERSONNEL	<u>12,923</u>	<u>6,188</u>	<u>17,405</u>	<u>16,650</u>
62120	Training, Transportation, Meeting	0	0	150	150
62302	Contracted Vendor Personnel Services	6,017	0	0	0
	SUBTOTAL CONTRACTUAL	<u>6,017</u>	<u>0</u>	<u>150</u>	<u>150</u>
63001	Miscellaneous Office Expenses	0	0	12,115	12,895
	SUBTOTAL COMMODITIES	<u>0</u>	<u>0</u>	<u>12,115</u>	<u>12,895</u>
65400	Indirect Costs	1,584	643	330	305
	SUBTOTAL FIXED CHARGES	<u>1,584</u>	<u>643</u>	<u>330</u>	<u>305</u>
69136	Payment-Part Support	6,739	8,206	12,000	12,000
69158	Housing Assistance Payments	479,058	555,047	558,000	558,000
	SUBTOTAL MISCELLANEOUS	<u>485,797</u>	<u>563,253</u>	<u>570,000</u>	<u>570,000</u>
	TOTAL	<u><u>506,321</u></u>	<u><u>570,084</u></u>	<u><u>600,000</u></u>	<u><u>600,000</u></u>
Class Code	AUTHORIZED PERSONNEL	ADOPTED FY 10-11		APPROVED FY 11-12	
		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 08-09	ACTUAL FY 09-10	ADOPTED FY 10-11	APPROVED FY 11-12
61000	Salaries Regular	23,159	33,012	31,880	29,865
61020	Salaries Part-Time	323	1,016	0	0
61040	Salaries Overtime	2,090	1,335	0	0
61100	Retirement-Employer Contribution	1,066	2,142	2,680	2,970
61110	Part-Time Retirement	0	38	0	0
61120	Medicare Insurance	237	369	460	435
61130	Health Insurance	1,549	4,047	3,820	4,005
61170	Retiree Health Benefits	395	212	560	430
61180	Worker Compensation Insurance	230	365	330	310
	SUBTOTAL PERSONNEL	29,049	42,536	39,730	38,015
62010	Communications	2,582	1,428	0	0
62140	Membership, Subscription and Dues	425	408	0	0
62300	Contract Services-Professional	2,622	86	0	0
62322	M & R Machinery & Equipment	98	0	0	0
62600	Parking Validation	0	105	0	0
	SUBTOTAL CONTRACTUAL	5,727	2,027	0	0
63001	Miscellaneous Office Expenses	1,008	349	6,030	8,050
	SUBTOTAL COMMODITIES	1,008	349	6,030	8,050
65000	Building Rental	250	250	250	250
65010	Rental City Equipment	0	0	0	0
65100	Insurance Charges	0	0	0	0
65205	Internal Departments Personnel Charges	250	250	250	0
65400	Indirect Costs	3,929	4,826	785	730
	SUBTOTAL FIXED CHARGES	4,429	5,326	1,285	980
69135	Payment to Subagent	709,625	1,015,397	921,135	921,135
	SUBTOTAL MISCELLANEOUS	709,625	1,015,397	921,135	921,135
	TOTAL	749,838	1,065,635	968,180	968,180

Class Code	AUTHORIZED PERSONNEL	ADOPTED FY 10-11		APPROVED FY 11-12	
		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	0.29		0.29	

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 09-10 & FY 10-11				
<ul style="list-style-type: none"> * Implemented Neighborhood Stabilization Program I and II. * Applied for and received \$10 million in Neighborhood Stabilization Program II funds, for single family and multi-family acquisition and rehabilitation, and homebuyers assistance. * Applied for \$1.4 million in Neighborhood Stabilization Program III funds for single family. * Entered into DDA with Santa Ana Station District, LLC for Station District Development. * Entered into DDA with Orange Housing and C&C for development of three Agency lots and one NSP lot. * Entered into DDA with Habitat for Humanity OC for the development of For Sale Single-Family Homes on scattered Agency owned lots. * Amended Vista Del Rio DDA. 				
Action Plan for FY 2011-12				
<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 II & III in accordance with HUD guidelines. * Facilitate the development of Station District, scattered infill sites and NSP sites. * Continue master planning efforts for remaining portion of Station District. * Facilitate development of Vista del Rio. 				
PERFORMANCE MEASURES	Actual	Actual	Estimated	Objective
	FY 08-09	FY 09-10	FY 10-11	FY 11-12
Service Level				
Program inquiries received	250	185	190	200
Infill new construction units completed	0	5	0	15
Non-profit acquisition/rehabilitation loans funded	4	1	0	1
Single-family rehabilitation loans funded	23	7	7	10
HOME compliance inspections completed	-	70	36	70
Efficiency				
% of rehab loan funds expended on work that exceeds City of Santa Ana code requirements	100%	100%	100%	100%
Effectiveness				
% of units inspected for HQS compliance by deadline	100%	100%	100%	100%
% of HOME funds committed	90%	95%	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 08-09	ACTUAL FY 09-10	ADOPTED FY 10-11	APPROVED FY 11-12
61000	Salaries Regular	639,042	541,398	520,070	685,480
61020	Salaries Part-Time	58,535	30,154	133,840	124,150
61040	Salaries Overtime	8,798	2,057	10,000	10,000
61100	Retirement-Employer Contribution	32,590	35,463	43,685	69,450
61110	Part-Time Retirement	0	884	9,495	7,030
61120	Medicare Insurance	6,588	5,653	9,480	11,740
61130	Health Insurance	77,320	74,169	67,085	104,505
61170	Retiree Health Benefits	8,436	5,782	8,830	8,015
61180	Worker Compensation Insurance	9,547	8,786	9,615	11,485
	SUBTOTAL PERSONNEL	840,856	704,346	812,100	1,031,855
62010	Communications	17,031	11,563	10,500	10,500
62012	Cellular Phone Charges	0	0	200	200
62120	Training, Transportation, Meeting	7,820	5,115	11,520	13,515
62140	Membership, Subscription and Dues	3,495	5,648	10,965	11,465
62200	Advertising	728	3,170	8,430	8,430
62300	Contract Services-Professional	125,772	169,947	313,505	319,445
62302	Contracted Vendor Personnel Services	73,975	9,155	98,625	72,625
62322	M & R Machinery & Equipment	1,099	2,123	7,500	7,500
62400	Auditor Fee	0	0	32,350	32,350
62600	Parking Validation	0	5,679	2,000	2,000
62700	Auto Expense	0	250	300	300
	SUBTOTAL CONTRACTUAL	229,920	212,650	495,895	478,330
63001	Miscellaneous Office Expenses	30,105	19,467	81,595	65,850
	SUBTOTAL COMMODITIES	30,105	19,467	81,595	65,850
65000	Building Rental	84,700	70,195	56,155	59,665
65010	Rental City Equipment	16,850	16,850	13,480	16,860
65040	Computer Services Charge	10,205	10,205	8,015	9,655
65050	IS Strategic Plan	241,285	241,285	194,945	194,000
65100	Insurance Charges	101,690	101,690	91,520	91,520
65205	Internal Departments Personnel Charges	0	0	0	10,000
65400	Indirect Costs	110,685	83,864	76,180	96,025
	SUBTOTAL FIXED CHARGES	565,415	524,089	440,295	477,725
66220	Improvements Other Than Building	0	91	0	0
66510	Computer Software	2,641	440	22,000	15,000
66600	Books, Records & Video	88	47	0	0
	SUBTOTAL CAPITAL	2,729	578	22,000	15,000
67300	Bond Principal	0	373,086	0	0
67310	Bond Interest	0	126,914	0	0
	SUBTOTAL DEBT SERVICE	0	500,000	0	0
68000-570	Transfer to Fund 570	3,679,545	0	0	0
	SUBTOTAL INTERFUND TRANSFERS	3,679,545	0	0	0
69154	Loan Set-Up Cost-Housing	0	60	0	1,000
	SUBTOTAL MISCELLANEOUS	0	60	0	1,000
	TOTAL	5,348,570	1,961,190	1,851,885	2,069,760

COMMUNITY DEVELOPMENT AGENCY

HOUSING AND NEIGHBORHOOD DEVELOPMENT		ACCOUNT UNIT			
Housing Development and Rehabilitation		50718810			
Class Code	AUTHORIZED PERSONNEL	ADOPTED FY 10-11		APPROVED FY 11-12	
		Full Time		Full Time	
2491	Deputy City Manager for Dev Services	0.15		0.15	
2460	Housing Division Manager	0.20		0.35	
0520	Housing Programs Coordinator	0.25		0.50	
0605	Redevelopment Program Manager	0.50		0.50	
0600	Redevelopment Project Manager III	0.50		0.50	
1840	Housing Programs Analyst	0.35		0.35	
2700	Senior Residential Construction Specialist	0.20		0.55	
2710	Residential Construction Specialist	0.30		1.20	
7000	Loan Specialist	0.05		0.30	
7390	Executive Secretary	0.10		0.10	
2760	Property Rehabilitation Assistant	0.50		0.65	
7280	Senior Accounting Assistant	0.50		0.50	
7270	Secretary	0.60		0.65	
7330	Senior Office Assistant	0.80		1.05	
	TOTAL	<u>5.00</u>		<u>7.35</u>	

COMMUNITY DEVELOPMENT AGENCY

HOUSING AND NEIGHBORHOOD DEVELOPMENT		ACCOUNT UNIT			
Housing Development and Rehabilitation-Capital Improvements		50718830			
Account Code	LINE ITEM RESOURCES	ACTUAL FY 08-09	ACTUAL FY 09-10	ADOPTED FY 10-11	APPROVED FY 11-12
61000	Salaries Regular	3,542	36,751	0	0
61020	Salaries Part-Time	23,557	25,535	0	0
61040	Salaries Overtime	5,132	3,399	0	0
61100	Retirement-Employer Contribution	1,612	5,318	0	0
61110	Part-Time Retirement	0	108	0	0
61120	Medicare Insurance	42	445	0	0
61130	Health Insurance	774	4,356	0	0
61170	Retiree Health Benefits	0	3,343	0	0
61180	Worker Compensation Insurance	325	752	0	0
	SUBTOTAL PERSONNEL	34,984	80,007	0	0
62300	Contract Services-Professional	653,538	187,661	0	150,000
	SUBTOTAL CONTRACTUAL	653,538	187,661	0	150,000
63001	Miscellaneous Office Expenses	45	53	0	0
	SUBTOTAL COMMODITIES	45	53	0	0
65400	Indirect Costs	5,104	8,697	0	0
	SUBTOTAL FIXED CHARGES	5,104	8,697	0	0
66100	Land	643,842	0	0	0
66220	Improvements Other Than Building	0	3,365,406	11,498,940	0
66700	Relocation Expense	54,492	0	0	0
	SUBTOTAL CAPITAL	698,334	3,365,406	11,498,940	0
68000-011	Transfer to Fund 011	0	1,362,600	0	0
	SUBTOTAL INTERFUND TRANSFERS	0	1,362,600	0	0
69151	Residential Rehab Loans	2,727,913	1,733,008	2,000,000	5,030,235
69152	Loans & Grants	0	0	0	8,200,000
	SUBTOTAL MISCELLANEOUS	2,727,913	1,733,008	2,000,000	13,230,235
	TOTAL	4,119,918	6,737,432	13,498,940	13,380,235

COMMUNITY DEVELOPMENT AGENCY

HOUSING AND NEIGHBORHOOD DEVELOPMENT		ACCOUNT UNIT			
Housing Development and Rehabilitation-Obligations		50718850			
Account Code	LINE ITEM RESOURCES	ACTUAL FY 08-09	ACTUAL FY 09-10	ADOPTED FY 10-11	APPROVED FY 11-12
68000-570	Transfer to Fund 570	<u>0</u>	<u>3,679,545</u>	<u>0</u>	<u>0</u>
	SUBTOTAL INTERFUND TRANSFERS	0	3,679,545	0	0
	TOTAL	<u><u>0</u></u>	<u><u>3,679,545</u></u>	<u><u>0</u></u>	<u><u>0</u></u>

COMMUNITY DEVELOPMENT AGENCY

HOUSING AND NEIGHBORHOOD DEVELOPMENT		ACCOUNT UNIT			
Housing Development and Rehabilitation-CDBG		13518782			
Account Code	LINE ITEM RESOURCES	ACTUAL FY 08-09	ACTUAL FY 09-10	ADOPTED FY 10-11	APPROVED FY 11-12
61000	Salaries Regular	0	3,228	0	0
61020	Salaries Part-Time	0	106	0	0
61100	Retirement-Employer Contribution	0	221	0	0
61110	Part-Time Retirement	0	4	0	0
61120	Medicare Insurance	0	45	0	0
61130	Health Insurance	0	544	0	0
61180	Worker Compensation Insurance	0	35	0	0
	SUBTOTAL PERSONNEL	<u>0</u>	<u>4,183</u>	<u>0</u>	<u>0</u>
62300	Contract Services-Professional	<u>(707)</u>	<u>(298)</u>	<u>0</u>	<u>0</u>
	SUBTOTAL CONTRACTUAL	<u>(707)</u>	<u>(298)</u>	<u>0</u>	<u>0</u>
69011	Reserve for Appropriation	<u>(106,461)</u>	0	0	0
69151	Residential Rehab Loans	0	0	0	125,000
69152	Loans & Grants	<u>56,405</u>	<u>107,962</u>	<u>125,000</u>	<u>0</u>
	SUBTOTAL MISCELLANEOUS	<u>(50,056)</u>	<u>107,962</u>	<u>125,000</u>	<u>125,000</u>
	TOTAL	<u><u>(50,763)</u></u>	<u><u>111,847</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 08-09	ACTUAL FY 09-10	ADOPTED FY 10-11	APPROVED FY 11-12
61000	Salaries Regular	225,300	257,292	344,630	245,325
61020	Salaries Part-Time	62	2,226	0	6,790
61040	Salaries Overtime	1,837	499	5,000	5,000
61100	Retirement-Employer Contribution	13,141	17,594	28,950	25,950
61110	Part-Time Retirement	0	81	0	255
61120	Medicare Insurance	2,304	2,661	4,995	3,655
61130	Health Insurance	25,186	31,374	44,610	36,485
61170	Retiree Health Benefits	2,530	3,675	5,690	2,945
61180	Worker Compensation Insurance	3,093	3,665	4,695	3,495
	SUBTOTAL PERSONNEL	273,453	319,067	438,570	329,900
62010	Communications	0	0	2,035	2,035
62012	Cellular Phone Charges	0	0	100	100
62120	Training, Transportation, Meeting	106	0	4,650	4,650
62140	Membership, Subscription and Dues	1,785	2,084	3,900	3,900
62200	Advertising	0	1,158	7,000	4,000
62300	Contract Services-Professional	5,635	26,301	48,000	33,000
62302	Contracted Vendor Personnel Services	785	0	0	25,000
62400	Auditor Fee	0	0	7,000	7,000
62600	Parking Validation	0	0	200	200
62700	Auto Expense	0	0	150	150
	SUBTOTAL CONTRACTUAL	8,311	29,543	73,035	80,035
63001	Miscellaneous Office Expenses	3,109	6,624	26,585	20,205
	SUBTOTAL COMMODITIES	3,109	6,624	26,585	20,205
65000	Building Rental	0	0	7,020	7,020
65040	Computer Services Charge	500	500	550	1,050
65050	IS Strategic Plan	2,400	2,400	24,370	24,920
65100	Insurance Charges	7,000	7,000	7,000	7,000
65205	Internal Departments Personnel Charges	0	0	0	25,000
65400	Indirect Costs	35,615	35,791	8,510	6,175
	SUBTOTAL FIXED CHARGES	45,515	45,691	47,450	71,165
69011	Reserve for Appropriation	(24,526)	0	0	0
69151	Residential Rehab Loans	553,126	2,159,399	2,367,410	851,745
69152	Loans & Grants	0	295	0	1,500,000
69154	Loan Set-Up Cost-Housing	0	3,580	0	0
	SUBTOTAL MISCELLANEOUS	528,600	2,163,274	2,367,410	2,351,745
	TOTAL	858,988	2,564,199	2,953,050	2,853,050

COMMUNITY DEVELOPMENT AGENCY

HOUSING AND NEIGHBORHOOD DEVELOPMENT		ACCOUNT UNIT			
Housing Development and Rehabilitation-HOME		13018780			
Class Code	AUTHORIZED PERSONNEL	ADOPTED FY 10-11		APPROVED FY 11-12	
		Full Time		Full Time	
2491	Deputy City Manager for Dev Services	0.05		0.05	
2460	Housing Division Manager	0.25		0.20	
0520	Housing Programs Coordinator	0.20		0.10	
1840	Housing Programs Analyst	0.65		0.40	
2700	Senior Residential Construction Specialist	0.20		0.20	
2710	Residential Construction Specialist	0.50		0.40	
7000	Loan Specialist	0.25		0.25	
2760	Property Rehabilitation Assistant	0.50		0.30	
7280	Senior Accounting Assistant	0.35		0.25	
7270	Secretary	0.40		0.30	
7330	Senior Office Assistant	0.25		0.20	
	TOTAL	<u>3.60</u>		<u>2.65</u>	

COMMUNITY DEVELOPMENT AGENCY

HOUSING AND NEIGHBORHOOD DEVELOPMENT		ACCOUNT UNIT			
Housing Development and Rehabilitation-American Dream Downpayment Initiative		13018781			
Account Code	LINE ITEM RESOURCES	ACTUAL FY 08-09	ACTUAL FY 09-10	ADOPTED FY 10-11	APPROVED FY 11-12
61000	Salaries Regular	1,177	0	0	0
61100	Retirement-Employer Contribution	48	0	0	0
61120	Medicare Insurance	17	0	0	0
61130	Health Insurance	142	0	0	0
61180	Worker Compensation Insurance	12	0	0	0
	SUBTOTAL PERSONNEL	<u>1,396</u>	0	0	0
62300	Contract Services-Professional	9	0	0	0
	SUBTOTAL CONTRACTUAL	<u>9</u>	0	0	0
65400	Indirect Costs	188	0	0	0
	SUBTOTAL FIXED CHARGES	<u>188</u>	0	0	0
69152	Loans and Grants	0	30,700	0	0
	SUBTOTAL MISCELLANEOUS	<u>0</u>	30,700	0	0
	TOTAL	<u><u>1,593</u></u>	<u><u>30,700</u></u>	<u><u>0</u></u>	<u><u>0</u></u>

COMMUNITY DEVELOPMENT AGENCY

HOUSING AND NEIGHBORHOOD DEVELOPMENT		ACCOUNT UNIT			
Housing Development and Rehabilitation-Issuer Fee		13318780			
Account Code	LINE ITEM RESOURCES	ACTUAL FY 08-09	ACTUAL FY 09-10	ADOPTED FY 10-11	APPROVED FY 11-12
61000	Salaries Regular	1,845	0	15,000	112,625
61020	Salaries Part-Time	0	0	0	1,415
61040	Salaries Overtime	0	0	0	5,000
61100	Retirement-Employer Contribution	35	0	1,200	11,680
61110	Part-Time Retirement	0	0	0	55
61120	Medicare Insurance	6	0	750	2,185
61130	Health Insurance	18	0	2,025	10,490
61170	Retiree Health Benefits	0	0	3,000	4,375
61180	Worker Compensation Insurance	4	0	4,500	5,695
	SUBTOTAL PERSONNEL	<u>1,908</u>	<u>0</u>	<u>26,475</u>	<u>153,520</u>
62120	Training, Transportation, Meeting	1,000	0	0	2,000
62140	Membership, Subscription and Dues	242	0	0	0
62400	Auditor Fee	0	0	0	2,000
	SUBTOTAL CONTRACTUAL	<u>1,242</u>	<u>0</u>	<u>0</u>	<u>4,000</u>
63001	Miscellaneous Office Expenses	0	0	4,425	16,195
	SUBTOTAL COMMODITIES	<u>0</u>	<u>0</u>	<u>4,425</u>	<u>16,195</u>
65010	Rental City Equipment	100	0	0	0
65050	IS Strategic Plan	0	0	0	18,765
65205	Internal Departments Personnel Charges	0	0	0	10,000
65400	Indirect Costs	183	0	0	12,520
	SUBTOTAL FIXED CHARGES	<u>283</u>	<u>0</u>	<u>0</u>	<u>41,285</u>
66220	Improvements Other Than Building	0	0	150,000	0
	SUBTOTAL CAPITAL	<u>0</u>	<u>0</u>	<u>150,000</u>	<u>0</u>
	TOTAL	<u><u>3,433</u></u>	<u><u>0</u></u>	<u><u>180,900</u></u>	<u><u>215,000</u></u>

Class Code	AUTHORIZED PERSONNEL	ADOPTED FY 10-11		APPROVED FY 11-12	
		Full Time		Full Time	
2460	Housing Division Manager	0.00		0.05	
0520	Housing Programs Coordinator	0.00		0.15	
1840	Housing Programs Analyst	0.00		0.65	
7000	Loan Specialist	0.00		0.05	
7280	Senior Accounting Assistant	0.00		0.10	
	TOTAL	<u><u>0.00</u></u>		<u><u>1.00</u></u>	

COMMUNITY DEVELOPMENT AGENCY

HOUSING AND NEIGHBORHOOD DEVELOPMENT		ACCOUNT UNIT			
Housing Development and Rehabilitation-Inclusionary Housing Fee		41718820			
Account Code	LINE ITEM RESOURCES	ACTUAL FY 08-09	ACTUAL FY 09-10	ADOPTED FY 10-11	APPROVED FY 11-12
69151	Residential Rehab Loans	<u>0</u>	<u>0</u>	<u>1,047,000</u>	<u>0</u>
	SUBTOTAL MISCELLANEOUS	<u>0</u>	<u>0</u>	<u>1,047,000</u>	<u>0</u>
	TOTAL	<u><u>0</u></u>	<u><u>0</u></u>	<u><u>1,047,000</u></u>	<u><u>0</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 08-09	ACTUAL FY 09-10	ADOPTED FY 10-11	APPROVED FY 11-12
61000	Salaries Regular	53,515	151,243	166,375	24,050
61010	Salaries Retirement	0	61	0	0
61020	Salaries Part-Time	0	1,536	2,650	0
61040	Salaries Overtime	3,763	2,238	10,000	2,000
61100	Retirement-Employer Contribution	3,677	10,286	13,975	2,720
61110	Part-Time Retirement	0	58	100	0
61120	Medicare Insurance	693	2,095	2,450	350
61130	Health Insurance	5,087	17,733	18,735	2,225
61170	Retiree Health Benefits	0	945	2,775	360
61180	Worker Compensation Insurance	904	1,865	2,345	465
	SUBTOTAL PERSONNEL	67,639	188,060	219,405	32,170
62010	Communications	0	0	0	100
62120	Training, Transportation, Meeting	134	0	2,100	1,000
62140	Membership, Subscription and Dues	0	95	50	0
62200	Advertising	0	0	700	500
62300	Contract Services-Professional	36,395	2,849,535	1,229,500	454,000
62302	Contracted Vendor Personnel Services	0	0	5,000	0
62600	Parking Validation	0	0	300	0
62700	Auto Expense	0	0	75	0
	SUBTOTAL CONTRACTUAL	36,529	2,849,630	1,237,725	455,600
63001	Miscellaneous Office Expenses	978	13,521	15,160	6,555
	SUBTOTAL COMMODITIES	978	13,521	15,160	6,555
65000	Building Rental	0	0	3,510	0
65010	Rental City Equipment	0	0	1,685	0
65040	Computer Services Charge	0	0	1,070	0
65050	IS Strategic Plan	0	0	12,185	0
65100	Insurance Charges	0	0	5,085	5,085
65400	Indirect Costs	10,194	0	4,175	590
	SUBTOTAL FIXED CHARGES	10,194	0	27,710	5,675
69152	Loans & Grants	102,791	2,084,322	0	0
69153	Downpayment/Mortgage Assistance	0	83,681	0	0
69154	Loan Set-Up-Housing	0	1,579	0	0
	SUBTOTAL MISCELLANEOUS	102,791	2,169,582	0	0
	TOTAL	218,131	5,220,793	1,500,000	500,000

Class Code	AUTHORIZED PERSONNEL	ADOPTED FY 10-11		APPROVED FY 11-12	
		Full Time		Full Time	
2491	Deputy City Manager for Dev Services	0.05		0.05	
2460	Housing Division Manager	0.10		0.00	
0520	Housing Programs Coordinator	0.20		0.00	
1840	Housing Programs Analyst	0.30		0.05	
2700	Senior Residential Construction Specialist	0.15		0.00	
2710	Residential Construction Specialist	0.45		0.05	
7000	Loan Specialist	0.20		0.05	
7280	Senior Accounting Assistant	0.05		0.00	
7330	Senior Office Assistant	0.20		0.00	
	TOTAL	1.70		0.20	

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 08-09	ACTUAL FY 09-10	ADOPTED FY 10-11	APPROVED FY 11-12
61000	Salaries Regular	0	39,017	265,725	152,960
61020	Salaries Part-Time	0	164	2,650	6,790
61040	Salaries Overtime	0	100	10,000	5,000
61100	Retirement-Employer Contribution	0	2,210	22,320	16,555
61110	Part-Time Retirement	0	0	100	255
61120	Medicare Insurance	0	39	3,890	2,315
61130	Health Insurance	0	380	29,630	18,830
61170	Retiree Health Benefits	0	0	4,445	2,080
61180	Worker Compensation Insurance	0	50	3,555	2,205
	SUBTOTAL PERSONNEL	0	41,960	342,315	206,990
62010	Communications	0	0	0	200
62120	Training, Transportation, Meeting	0	1,942	2,100	2,000
62140	Membership, Subscription and Dues	0	0	50	100
62200	Advertising	0	155	700	2,000
62300	Contract Services-Professional	0	154,471	1,111,500	2,721,000
62302	Contracted Vendor Personnel Services	0	0	5,000	10,000
62400	Auditor Fee	0	0	0	2,000
62600	Parking Validation	0	0	300	300
62700	Auto Expense	0	0	75	75
	SUBTOTAL CONTRACTUAL	0	156,568	1,119,725	2,737,675
63001	Miscellaneous Office Expenses	0	2,086	7,795	28,120
	SUBTOTAL COMMODITIES	0	2,086	7,795	28,120
65000	Building Rental	0	0	3,510	3,510
65010	Rental City Equipment	0	0	1,685	0
65040	Computer Services Charge	0	0	1,070	0
65050	IS Strategic Plan	0	0	12,185	6,000
65100	Insurance Charges	0	0	5,085	5,085
65205	Internal Departments Personnel Charges	0	0	0	3,705
65400	Indirect Costs	0	3	6,630	3,915
	SUBTOTAL FIXED CHARGES	0	3	30,165	22,215
69154	Loan Set-Up Cost-Housing	0	0	0	5,000
	SUBTOTAL MISCELLANEOUS	0	0	0	5,000
	TOTAL	0	200,617	1,500,000	3,000,000

Class Code	AUTHORIZED PERSONNEL	ADOPTED FY 10-11		APPROVED FY 11-12	
		Full Time		Full Time	
2491	Deputy City Manager for Dev Services	0.05		0.05	
2460	Housing Division Manager	0.15		0.10	
0520	Housing Programs Coordinator	0.25		0.15	
1840	Housing Programs Analyst	0.45		0.30	
2700	Senior Residential Construction Specialist	0.35		0.15	
2710	Residential Construction Specialist	0.75		0.30	
7000	Loan Specialist	0.40		0.20	
2760	Property Rehabilitation Assistant	0.00		0.05	
7280	Senior Accounting Assistant	0.05		0.10	
7270	Secretary	0.00		0.05	
7330	Senior Office Assistant	0.35		0.25	
	TOTAL	2.80		1.70	

COMMUNITY DEVELOPMENT AGENCY

HOUSING AND NEIGHBORHOOD DEVELOPMENT		ACCOUNT UNIT			
Housing Development and Rehabilitation-Neighborhood Stabilization Program III		14218762			
Account Code	LINE ITEM RESOURCES	ACTUAL FY 08-09	ACTUAL FY 09-10	ADOPTED FY 10-11	APPROVED FY 11-12
61000	Salaries Regular	0	0	0	18,075
61040	Salaries Overtime	0	0	0	500
61100	Retirement-Employer Contribution	0	0	0	1,910
61120	Medicare Insurance	0	0	0	260
61130	Health Insurance	0	0	0	2,315
61170	Retiree Health Benefits	0	0	0	255
61180	Worker Compensation Insurance	0	0	0	190
	SUBTOTAL PERSONNEL	<u>0</u>	<u>0</u>	<u>0</u>	<u>23,505</u>
62120	Training, Transportation, Meeting	0	0	0	500
62200	Advertising	0	0	0	500
62300	Contract Services-Professional	0	0	0	273,000
62302	Contracted Vendor Personnel Services	0	0	0	1,000
	SUBTOTAL CONTRACTUAL	<u>0</u>	<u>0</u>	<u>0</u>	<u>275,000</u>
63001	Miscellaneous Office Expenses	0	0	0	1,000
	SUBTOTAL COMMODITIES	<u>0</u>	<u>0</u>	<u>0</u>	<u>1,000</u>
69154	Loan Set-Up Cost-Housing	0	0	0	495
	SUBTOTAL MISCELLANEOUS	<u>0</u>	<u>0</u>	<u>0</u>	<u>495</u>
	TOTAL	<u><u>0</u></u>	<u><u>0</u></u>	<u><u>0</u></u>	<u><u>300,000</u></u>

Class Code	AUTHORIZED PERSONNEL	ADOPTED FY 10-11		APPROVED FY 11-12	
		Full Time		Full Time	
0520	Housing Programs Coordinator	0.00		0.05	
1840	Housing Programs Analyst	0.00		0.05	
2710	Residential Construction Specialist	0.00		0.05	
7000	Loan Specialist	0.00		0.05	
	TOTAL	<u><u>0.00</u></u>		<u><u>0.20</u></u>	

COMMUNITY DEVELOPMENT AGENCY

HOUSING		ACCOUNT UNIT			
Housing Development and Rehabilitation-CalHome MFC D Housing Loan FY 03-04		14318760			
Object Code	LINE ITEM RESOURCES	ACTUAL FY 08-09	ACTUAL FY 09-10	ADOPTED FY 10-11	APPROVED FY 11-12
62300	Contract Services-Professional	<u>(2,331)</u>	<u>0</u>	<u>0</u>	<u>0</u>
	SUBTOTAL CONTRACTUAL	<u>(2,331)</u>	<u>0</u>	<u>0</u>	<u>0</u>
69151	Residential Rehab Loans	<u>(492)</u>	<u>0</u>	<u>0</u>	<u>0</u>
	SUBTOTAL MISCELLANEOUS	<u>(492)</u>	<u>0</u>	<u>0</u>	<u>0</u>
	TOTAL	<u><u>(2,823)</u></u>	<u><u>0</u></u>	<u><u>0</u></u>	<u><u>0</u></u>

HOUSING		ACCOUNT UNIT			
Housing Development and Rehabilitation-CalHome MFC D Housing Loan FY 04-05		14318761			
Object Code	LINE ITEM RESOURCES	ACTUAL FY 08-09	ACTUAL FY 09-10	ADOPTED FY 10-11	APPROVED FY 11-12
62300	Contract Services-Professional	<u>747</u>	<u>0</u>	<u>0</u>	<u>0</u>
	SUBTOTAL CONTRACTUAL	<u>747</u>	<u>0</u>	<u>0</u>	<u>0</u>
69151	Residential Rehab Loans	<u>10,609</u>	<u>0</u>	<u>0</u>	<u>0</u>
	SUBTOTAL MISCELLANEOUS	<u>10,609</u>	<u>0</u>	<u>0</u>	<u>0</u>
	TOTAL	<u><u>11,356</u></u>	<u><u>0</u></u>	<u><u>0</u></u>	<u><u>0</u></u>

HOUSING		ACCOUNT UNIT			
Housing Development and Rehabilitation-CalHome MFC D Loans & Grants		14318762			
Object Code	LINE ITEM RESOURCES	ACTUAL FY 08-09	ACTUAL FY 09-10	ADOPTED FY 10-11	APPROVED FY 11-12
69152	Loans & Grants	<u>(9,774)</u>	<u>0</u>	<u>0</u>	<u>0</u>
	SUBTOTAL MISCELLANEOUS	<u>(9,774)</u>	<u>0</u>	<u>0</u>	<u>0</u>
	TOTAL	<u><u>(9,774)</u></u>	<u><u>0</u></u>	<u><u>0</u></u>	<u><u>0</u></u>

HOUSING		ACCOUNT UNIT			
Housing Development and Rehabilitation-CalHome Owner Occupied Loans		14318763			
Object Code	LINE ITEM RESOURCES	ACTUAL FY 08-09	ACTUAL FY 09-10	ADOPTED FY 10-11	APPROVED FY 11-12
62300	Contract Services-Professional	<u>32</u>	<u>(3,288)</u>	<u>0</u>	<u>0</u>
	SUBTOTAL CONTRACTUAL	<u>32</u>	<u>(3,288)</u>	<u>0</u>	<u>0</u>
69152	Loans & Grants	<u>274,003</u>	<u>85,129</u>	<u>0</u>	<u>0</u>
69154	Loan Set-Up Cost-Housing	<u>0</u>	<u>205</u>	<u>0</u>	<u>0</u>
	SUBTOTAL MISCELLANEOUS	<u>274,003</u>	<u>85,334</u>	<u>0</u>	<u>0</u>
	TOTAL	<u><u>274,035</u></u>	<u><u>82,046</u></u>	<u><u>0</u></u>	<u><u>0</u></u>

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 09-10 & FY 10-11				
<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. * Sponsored 13th Annual Celebrate Santa Ana & Community Builders Awards. 				
Action Plan for FY 2011-12				
<ul style="list-style-type: none"> * Place into operation capacity building/development plans for Santa Ana neighborhoods * Increase utilization of cost effective methods for communications with residents * Merge Internet Community Calendar for City with other City departments. 				
PERFORMANCE MEASURES	Actual	Actual	Estimated	Objective
	FY 08-09	FY 09-10	FY 10-11	FY 11-12
Service Level				
Residents receiving Apartment Manager training	50	N/A	N/A	N/A
Neighborhood association meetings	325	325	325	325
Neighborhood cleanups	50	50	50	50
Dumpsters provided	300	300	300	300
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 08-09	ACTUAL FY 09-10	ADOPTED FY 10-11	APPROVED FY 11-12
61000	Salaries Regular	408,734	348,880	282,220	248,970
61020	Salaries Part-Time	65,877	99	0	0
61040	Salaries Overtime	18,982	0	0	2,000
61100	Retirement-Employer Contribution	27,563	22,537	23,705	24,515
61110	Part-Time Retirement	0	4	0	0
61120	Medicare Insurance	7,125	4,902	4,090	3,610
61130	Health Insurance	55,258	40,744	42,815	50,090
61170	Retiree Health Benefits	5,933	4,549	4,800	2,620
61180	Worker Compensation Insurance	10,560	8,049	3,285	2,920
	SUBTOTAL PERSONNEL	600,032	429,764	360,915	334,725
62010	Communications	11,553	7,033	8,600	2,500
62012	Cellular Phone Charges	0	0	1,100	1,100
62120	Training, Transportation, Meeting	3,741	2,891	8,845	6,650
62140	Membership, Subscription and Dues	6,026	3,888	8,745	7,750
62200	Advertising	0	0	450	0
62300	Contract Services-Professional	27,848	4,142	6,200	5,200
62322	M & R Machinery & Equipment	792	313	650	1,000
62600	Parking Validation	0	711	1,000	1,000
	SUBTOTAL CONTRACTUAL	49,960	18,978	35,590	25,200
63001	Miscellaneous Office Expenses	89,155	67,792	64,375	63,925
	SUBTOTAL COMMODITIES	89,155	67,792	64,375	63,925
65000	Building Rental	68,310	68,310	68,310	68,310
65010	Rental City Equipment	11,610	11,610	5,865	5,870
65100	Insurance Charges	73,895	73,895	73,895	73,895
65400	Indirect Costs	78,833	48,157	32,880	29,530
	SUBTOTAL FIXED CHARGES	232,648	201,972	180,950	177,605
66510	Computer Software	319	0	0	0
66600	Books, Records & Video	58	0	0	0
	SUBTOTAL CAPITAL	377	0	0	0
	TOTAL	972,172	718,506	641,830	601,455

Class Code	AUTHORIZED PERSONNEL	ADOPTED FY 10-11		APPROVED FY 11-12	
		Full Time		Full Time	
2460	Housing Division Manager	0.10		0.10	
7610	Community Development District Manager	1.30		1.15	
7620	Housing Programs Aide	0.50		0.45	
7330	Senior Office Assistant	1.40		1.40	
	TOTAL	3.30		3.10	

COMMUNITY DEVELOPMENT AGENCY

HOUSING AND NEIGHBORHOOD DEVELOPMENT		ACCOUNT UNIT			
Neighborhood Improvement - CDBG		13518781			
Account Code	LINE ITEM RESOURCES	ACTUAL FY 08-09	ACTUAL FY 09-10	ADOPTED FY 10-11	APPROVED FY 11-12
61000	Salaries Regular	45,749	156,087	114,085	132,260
61020	Salaries Part-Time	1,353	99	0	0
61040	Salaries Overtime	6,338	972	0	0
61100	Retirement-Employer Contribution	4,237	10,664	9,585	13,035
61110	Part-Time Retirement	0	4	0	0
61120	Medicare Insurance	691	2,287	1,655	1,920
61130	Health Insurance	5,294	22,536	18,310	24,235
61170	Retiree Health Benefits	60	3,269	1,995	1,325
61180	Worker Compensation Insurance	1,295	3,869	1,185	1,375
	SUBTOTAL PERSONNEL	65,017	199,787	146,815	174,150
63001	Miscellaneous Office Expenses	4,306	15,174	25,365	22,610
	SUBTOTAL COMMODITIES	4,306	15,174	25,365	22,610
65400	Indirect Costs	1,790	4,353	2,820	3,240
	SUBTOTAL FIXED CHARGES	1,790	4,353	2,820	3,240
66220	Improvements Other Than Building	0	8,900	0	0
	SUBTOTAL CAPITAL	0	8,900	0	0
	TOTAL	71,113	228,214	175,000	200,000
Class Code	AUTHORIZED PERSONNEL	ADOPTED FY 10-11		APPROVED FY 11-12	
		Full Time		Full Time	
7610	Community Development District Manager	0.70		0.85	
7580	Housing Programs Aide	0.50		0.55	
7330	Senior Office Assistant	0.00		0.10	
	TOTAL	1.20		1.50	

COMMUNITY DEVELOPMENT AGENCY

SOUTH MAIN

PROJECT AREA

PROJECT: SOUTH MAIN COMMERCIAL CORRIDOR BUILDING RENOVATION PROGRAM 55318830

This project was established to enhance the visual appearance of the South Main Commercial Corridor through the Agency's direct funding of the design and construction of exterior building improvements of properties located within the Corridor. Building improvements may include new facades, lighting, paint, signage, and landscaping.

	<u>ADOPTED THRU 6/11</u>	<u>APPROVED THRU 7/11-6/12</u>
REVENUES		
PROJECT: SOUTH MAIN BUILDING RENOVATION PROGRAM		
Tax Increment	<u>0</u>	<u>2,347,925</u>
TOTAL	<u><u>0</u></u>	<u><u>2,347,925</u></u>
 EXPENDITURES		
PROJECT: SOUTH MAIN BUILDING RENOVATION PROGRAM		
Building Improvement	<u>0</u>	<u>2,347,925</u>
TOTAL	<u><u>0</u></u>	<u><u>2,347,925</u></u>

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>ADOPTED THRU 6/11</u>	<u>APPROVED THRU 7/11-6/12</u>
REVENUES		
PROJECT: COMMERCIAL REBATE PROGRAM		
Tax Increment	750,000	750,000
TOTAL	750,000	750,000
 EXPENDITURES		
PROJECT: COMMERCIAL REBATE PROGRAM		
Commercial Rehab Rebates	750,000	750,000
TOTAL	750,000	750,000

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>ADOPTED THRU 6/11</u>	<u>APPROVED THRU 7/11-6/12</u>
REVENUES		
PROJECT: DOWNTOWN CAPITAL PROJECTS		
Tax Increment	200,000	1,691,900
TOTAL	200,000	1,691,900
 EXPENDITURES		
PROJECT: DOWNTOWN CAPITAL PROJECTS		
Improvements Other Than Buildings	200,000	1,691,900
TOTAL	200,000	1,691,900

COMMUNITY DEVELOPMENT AGENCY

MERGED

PROJECT AREA

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>ADOPTED THRU 6/11</u>	<u>APPROVED THRU 7/11-6/12</u>
REVENUES		
PROJECT: DOWNTOWN WAYFINDING SYSTEM		
Tax Increment	<u>150,000</u>	<u>600,000</u>
TOTAL	<u><u>150,000</u></u>	<u><u>600,000</u></u>
 EXPENDITURES		
PROJECT: DOWNTOWN WAYFINDING SYSTEM		
Improvements Other Than Buildings	<u>150,000</u>	<u>600,000</u>
TOTAL	<u><u>150,000</u></u>	<u><u>600,000</u></u>

COMMUNITY DEVELOPMENT AGENCY

RESIDENTIAL PROGRAM

PROJECT: LACY NEIGHBORHOOD 50718830

This targeted program will enhance the appearance of the Lacy Neighborhood by offering below market rehabilitation loans to owner occupied and rental properties. Funds can also be used for the payment of fees for properties eligible for nomination of their homes for listing on the state or local /historic register or Mills Act Property Tax Abatement Program. These will be grants to property owners.

	<u>ADOPTED THRU 6/11</u>	<u>APPROVED THRU 7/11-6/12</u>
REVENUES		
PROJECT: LACY NEIGHBORHOOD		
Housing Set Aside Tax Increment	<u>0</u>	<u>200,000</u>
TOTAL	<u><u>0</u></u>	<u><u>200,000</u></u>
 EXPENDITURES		
PROJECT: LACY NEIGHBORHOOD		
Loans & Grants	<u>0</u>	<u>200,000</u>
TOTAL	<u><u>0</u></u>	<u><u>200,000</u></u>

COMMUNITY DEVELOPMENT AGENCY

RESIDENTIAL PROGRAM

PROJECT: AFFORDABLE HOUSING NEW CONSTRUCTION LOANS 50718830

To increase the availability of affordable housing choices by providing financial assistance to developers and non-profit organizations for the development of quality, sustainable and green affordable housing.

	<u>ADOPTED</u> <u>THRU 6/11</u>	<u>APPROVED</u> <u>THRU 7/11-6/12</u>
REVENUES		
PROJECT: AFFORDABLE HOUSING NEW CONSTRUCTION LOANS		
Housing Set Aside Tax Increment	<u>0</u>	<u>6,000,000</u>
TOTAL	<u><u>0</u></u>	<u><u>6,000,000</u></u>
EXPENDITURES		
PROJECT: AFFORDABLE HOUSING NEW CONSTRUCTION LOANS		
Loans & Grants	<u>0</u>	<u>6,000,000</u>
TOTAL	<u><u>0</u></u>	<u><u>6,000,000</u></u>

COMMUNITY DEVELOPMENT AGENCY

RESIDENTIAL PROGRAM

PROJECT: STATION DISTRICT DEVELOPMENT 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 11-12.

	ADOPTED <u>THRU 6/11</u>	APPROVED <u>THRU 7/11-6/12</u>
REVENUES		
PROJECT: SANTA ANA BLVD. ACQUISITIONS		
Housing Set Aside Tax Increment	7,348,940	2,000,000
TOTAL	7,348,940	2,000,000
 EXPENDITURES		
PROJECT: SANTA ANA BLVD. ACQUISITIONS		
Improvements Other Than Buildings	7,348,940	0
Loans & Grants	0	2,000,000
TOTAL	7,348,940	2,000,000

COMMUNITY DEVELOPMENT AGENCY

RESIDENTIAL PROGRAM

PROJECT: MULTI-FAMILY ACQUISITION/REHABILITATION PROGRAM 50718830

This program serves to improve the long-term availability of quality affordable rental units throughout the City by providing below market acquisition/rehabilitation loans to developers or non-profits.

	<u>ADOPTED THRU 6/11</u>	<u>APPROVED THRU 7/11-6/12</u>
REVENUES		
PROJECT: MULTI-FAMILY ACQUISITION/REHABILITATION PROGRAM		
Housing Set Aside Tax Increment	0	3,000,000
TOTAL	0	3,000,000
 EXPENDITURES		
PROJECT: MULTI-FAMILY ACQUISITION/REHABILITATION PROGRAM		
Residential Rehabilitation Loans	0	3,000,000
TOTAL	0	3,000,000

COMMUNITY DEVELOPMENT AGENCY

RESIDENTIAL PROGRAM

PROJECT: SINGLE FAMILY RESIDENTIAL REHABILITATION LOANS 50718830

This program serves to improve the housing stock throughout the City by providing below market rehabilitation loans to owner occupied qualified homeowners.

	<u>ADOPTED THRU 6/11</u>	<u>APPROVED THRU 7/11-6/12</u>
REVENUES		
PROJECT: SINGLE FAMILY RESIDENTIAL REHABILITATION LOANS		
Housing Set Aside Tax Increment	<u>0</u>	<u>2,030,235</u>
TOTAL	<u><u>0</u></u>	<u><u>2,030,235</u></u>
EXPENDITURES		
PROJECT: SINGLE FAMILY RESIDENTIAL REHABILITATION LOANS		
Residential Rehabilitation Loans	<u>0</u>	<u>2,030,235</u>
TOTAL	<u><u>0</u></u>	<u><u>2,030,235</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>ADOPTED THRU 6/11</u>	<u>APPROVED THRU 7/11-6/12</u>
REVENUES			
552	2003 TAX ALLOCATION BOND SERIES A Transfer from Fund 571	<u>1,277,300</u>	<u>1,280,070</u>
	TOTAL	<u><u>1,277,300</u></u>	<u><u>1,280,070</u></u>
 EXPENDITURES			
55218020	2003 TAX ALLOCATION BOND SERIES A Contractual Services	0	1,500
	Trustee Fees	6,000	4,000
	Bond Principal	525,000	545,000
	Bond Interest	<u>746,300</u>	<u>729,570</u>
	TOTAL	<u><u>1,277,300</u></u>	<u><u>1,280,070</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>ADOPTED THRU 6/11</u>	<u>APPROVED THRU 7/11-6/12</u>
REVENUES			
558	2003 TAX ALLOCATION REFUNDING BOND SERIES B Transfer from Fund 571	<u>2,899,400</u>	<u>2,896,250</u>
	TOTAL	<u><u>2,899,400</u></u>	<u><u>2,896,250</u></u>
 EXPENDITURES			
55818020	2003 TAX ALLOCATION REFUNDING BOND SERIES B Contractual Services	0	1,500
	Trustee Fees	5,200	4,000
	Bond Principal	1,810,000	1,890,000
	Bond Interest	<u>1,084,200</u>	<u>1,000,750</u>
	TOTAL	<u><u>2,899,400</u></u>	<u><u>2,896,250</u></u>

COMMUNITY DEVELOPMENT AGENCY

MERGED

OBLIGATION

2011 TAX ALLOCATION BOND SERIES A - DEBT SERVICE FUND 554

In February 2011, the Agency issued \$66,790,000 in Tax Allocation Bonds to provide for the defeasance and refinancing of all outstanding principal amounts of the Santa Ana Financing Authority Refunding Revenue Bonds, 1998 Series A, 1998 Series B, 1998 Series C, 1998 Series D and to finance public parking and infrastructure improvements within the City's Downtown portion of the Merged Project Area.

		<u>ADOPTED THRU 6/11</u>	<u>APPROVED THRU 7/11-6/12</u>
REVENUES			
554	2011 TAX ALLOCATION BOND SERIES A Transfer from Fund 571	<u>0</u>	<u>4,535,605</u>
	TOTAL	<u><u>0</u></u>	<u><u>4,535,605</u></u>
 EXPENDITURES			
55418020	2011 TAX ALLOCATION BOND SERIES A Contractual Services	0	3,000
	Trustee Fees	0	7,000
	Bond Interest	<u>0</u>	<u>4,525,605</u>
	TOTAL	<u><u>0</u></u>	<u><u>4,535,605</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>ADOPTED THRU 6/11</u>	<u>APPROVED THRU 7/11-6/12</u>
REVENUES		
PROJECT: COMMERCIAL OFF-STREET PARKING		
Tax Increment	<u>40,000</u>	<u>14,300</u>
TOTAL	<u><u>40,000</u></u>	<u><u>14,300</u></u>
 EXPENDITURES		
PROJECT: COMMERCIAL OFF-STREET PARKING		
Other Contractual Services	<u>40,000</u>	<u>14,300</u>
TOTAL	<u><u>40,000</u></u>	<u><u>14,300</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>ADOPTED THRU 6/11</u>	<u>APPROVED THRU 7/11-6/12</u>
REVENUES		
PROJECT: DOUBLETREE HOTEL OPA PAYMENTS		
Tax Increment	500,000	450,000
TOTAL	500,000	450,000
 EXPENDITURES		
PROJECT: DOUBLETREE HOTEL OPA PAYMENTS		
Other Contractual Services	500,000	450,000
TOTAL	500,000	450,000

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>ADOPTED THRU 6/11</u>	<u>APPROVED THRU 7/11-6/12</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 - 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>ADOPTED THRU 6/11</u>	<u>APPROVED THRU 7/11-6/12</u>
REVENUES		
PROJECT: JMB/SANTA ANA VENTURE		
Tax Increment	900,000	1,800,000
TOTAL	900,000	1,800,000
 EXPENDITURES		
PROJECT: JMB/SANTA ANA VENTURE		
Interest-Santa Ana Venture	900,000	1,800,000
TOTAL	900,000	1,800,000

COMMUNITY DEVELOPMENT AGENCY

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SPECIAL REVENUE FUND SUMMARY

DEPARTMENT/ AGENCY	Actual FY 09-10	Adopted FY 10-11	Approved FY 11-12	FY 10-11 Positions	FY 11-12 Positions	% of FY 11-12 Total	Increase (Decrease) Over Prior Year 10-11 to 11-12	
							in \$	in %
REVENUES								
20 Traffic Offender Program	365,614	363,800	403,800			1.7%	40,000	11.0%
23 Inmate Welfare Fund	452,324	410,000	460,000			1.9%	50,000	12.2%
24 Police Special Revenue Fund	253,597	273,725	273,725			1.1%	0	0.0%
26-Var Criminal Activities Fund	1,306,578	0	0			0.0%	0	n/a
29 Special Gas Tax Fund	6,213,460	5,634,345	9,665,315			39.6%	4,030,970	71.5%
31-Var Air Quality Improvement Fund	428,200	304,560	416,150			1.7%	111,590	36.6%
74-Var Civic Center	4,504,725	3,373,020	3,338,580			13.7%	(34,440)	-1.0%
122-Fire Department Emergency Fund	113,872	231,930	231,930			1.0%	0	0.0%
125-Var Urban Area Security Initiative Grant	13,321,888	16,799,332	9,257,092			37.9%	(7,542,240)	-44.9%
146 Metro Medical Response Sys. Grant	490,919	0	0			0.0%	0	n/a
152-Public Library Grant	126,607	125,972	119,636			0.5%	(6,336)	-5.0%
169 FACT Program	2,123,007	235,285	239,698			1.0%	4,413	1.9%
Revenue Grand Total	29,700,791	27,751,969	24,405,926			100.0%	(3,346,043)	-12.1%
EXPENDITURES BY DEPARTMENT								
Public Works Agency								
29-013 Special Gas Tax Fund	22,975,163	19,799,908	9,665,315	0.00	0.00	30.5%	(10,134,593)	-51.2%
Total	22,975,163	19,799,908	9,665,315	0.00	0.00	30.5%	(10,134,593)	-51.2%
Fire Department								
12215330 Fire Dept. Emergency Fund	102,065	231,930	231,930	0.00	0.00	0.7%	0	0.0%
146-Var Metro. Medical Response Sys. Grant	156,466	0	354,510	0.00	0.00	1.1%	354,510	#DIV/0!
Total	258,531	231,930	586,440	0.00	0.00	1.9%	354,510	152.9%
Police Department								
02014405 OTS - Traffic Offender Program	421,492	653,800	803,800	1.50	1.50	2.5%	150,000	22.9%
02314475 Sate Welfare Fund	499,011	640,000	760,000	1.70	1.70	2.4%	120,000	18.8%
02414-Var Police Special Revenues	10,737	276,285	740,060	0.00	0.00	2.3%	463,775	167.9%
02614-Var Criminal Activities	401,765	2,075,205	5,076,845	5.00	4.00	16.0%	3,001,640	144.6%
07414400 Civic Center Security	1,025,910	1,044,375	1,152,110	8.00	8.00	3.6%	107,735	10.3%
12514-Var UASI Grant	16,162,523	15,405,585	9,257,092	7.00	7.25	29.2%	(6,148,493)	-39.9%
Total	18,521,437	20,095,250	17,789,907	23.20	22.45	56.2%	(2,305,343)	-11.5%
Parks, Recreation & Community Services								
07413-Var Civic Center (Maint./Capital)	3,563,166	2,328,645	2,186,470	4.00	4.00	6.9%	(142,175)	-6.1%
16913-Var FACT Program	2,050,233	235,285	239,698	0.00	0.00	0.8%	4,413	1.9%
Total	5,613,399	2,563,930	2,426,168	4.00	4.00	7.7%	(137,762)	-5.4%
Planning & Building Agency								
03116510 Air Quality Improvement Fund	111,800	145,725	355,500	1.15	1.00	1.1%	209,775	144.0%
Personnel Services Agency								
03109050 Air Quality Improvement Fund	241,396	336,585	328,615	2.05	2.00	1.0%	(7,970)	-2.4%
Library								
15211150 Public Library Grant	217,965	312,660	312,660	0.00	0.00	1.0%	0	n/a
Finance & Management Services - Fleet Services								
03110101 Air Quality Improvement Fund	72,131	250,000	200,000	0.00	0.00	0.6%	(50,000)	-20.0%
Expenditure Grand Total	48,011,823	43,735,988	31,664,605	30.40	29.45	100.0%	(12,071,383)	-27.6%
SPECIAL REVENUE FUNDS PERSONNEL								
Number of Positions	26.10	30.40	29.45				(0.95)	-3.1%
as % of Total City Workforce	1.6%	2.0%	2.0%					

Note: Includes Interfund Transfers

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.

SPECIAL REVENUE FUNDS

POLICE DEPARTMENT		FUND 20			
OTS - Traffic Offender Program		Activity 405			
Object Code	LINE ITEM RESOURCES	ACTUAL FY 08-09	ACTUAL FY 09-10	ADOPTED FY 10-11	APPROVED FY 11-12
REVENUES:					
50001	Balance From Prior Year			290,000	400,000
57490	Traffic Offender-Program Income	419,400	362,700	360,000	400,000
58000	Earnings on Investments	<u>0</u>	<u>2,914</u>	<u>3,800</u>	<u>3,800</u>
	TOTAL REVENUES	419,400	365,614	653,800	803,800
EXPENDITURES:					
61000	Salaries Regular	54,618	57,917	84,565	84,565
61040	Salaries Overtime	239,594	221,968	233,000	260,000
61100	Retirement-Employer Contrib.	3,155	3,902	11,935	8,770
61120	Medicare Insurance	850	830	1,225	1,225
61130	Health Insurance	5,910	6,309	15,585	11,160
61170	Retiree Health Benefits	741	925	1,190	845
61180	Worker Compensation Insurance	<u>617</u>	<u>602</u>	<u>880</u>	<u>880</u>
	SUBTOTAL PERSONNEL	305,485	292,453	348,380	367,445
62010	Communications	1,946	4,669	0	0
62120	Training, Transportation, Meeting	7,216	7,106	15,750	15,750
62300	Contract Svcs-Professional	<u>11,091</u>	<u>4,198</u>	<u>53,395</u>	<u>53,395</u>
	SUBTOTAL CONTRACTUAL	20,253	15,974	69,145	69,145
63001	Misc. Office Expenses	57,953	46,559	60,000	60,000
	Operating M&S Equipment	<u>0</u>	<u>3,069</u>	<u>0</u>	<u>0</u>
	SUBTOTAL COMMODITIES	57,953	49,628	60,000	60,000
65010	Rental City Equipment	29,400	34,585	46,045	46,045
65400	Indirect Costs	<u>22,389</u>	<u>17,307</u>	<u>20,230</u>	<u>23,085</u>
	SUBTOTAL FIXED CHARGES	51,789	51,892	66,275	69,130
66400	Machinery & Equipment	77,623	792	100,000	228,080
66510	Computer Software	<u>0</u>	<u>10,753</u>	<u>10,000</u>	<u>10,000</u>
	SUBTOTAL CAPITAL	77,623	11,545	110,000	238,080
	TOTAL EXPENDITURES	<u>513,103</u>	<u>421,492</u>	<u>653,800</u>	<u>803,800</u>
Class Code	AUTHORIZED PERSONNEL	ADOPTED FY 10-11		APPROVED FY 11-12	
		Full Time	Part Time	Full Time	Part Time
7330	Senior Office Assistant	<u>1.50</u>		<u>1.50</u>	
	TOTAL	<u>1.50</u>		<u>1.50</u>	

SPECIAL REVENUE FUNDS

POLICE DEPARTMENT Inmate Welfare Fund	PROGRAM 023-475
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Statement of Purpose
<i>To account for activity in the Inmate Welfare Fund.</i>

SERVICE PROGRAM

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.

SPECIAL REVENUE FUNDS

POLICE DEPARTMENT		FUND 23			
Inmate Welfare Fund		Activity 475			
Object Code	LINE ITEM RESOURCES	ACTUAL FY 08-09	ACTUAL FY 09-10	ADOPTED FY 10-11	APPROVED FY 11-12
REVENUES					
50001	Balance from Prior Year	0	0	230,000	300,000
57403	Inmate Recovery	494,794	449,420	400,000	450,000
58000	Earnings on Investment	6,054	2,904	10,000	10,000
	TOTAL REVENUES	500,848	452,324	640,000	760,000
61000	Salaries Regular	110,162	119,898	147,670	151,905
61030	Salaries Part-Time	25,122	31,438	33,815	33,815
61040	Salaries Overtime	5,002	11,286	3,000	3,000
61100	Retirement-Employer Contrib.	6,280	8,127	11,250	18,675
61110	Part-Time Retirement	0	970	0	880
61120	Medicare Insurance	1,870	2,183	2,215	2,695
61130	Health Insurance	16,268	17,352	20,045	22,850
61170	Retiree Health Benefits	928	762	1,000	1,325
61180	Worker Compensation Insurance	3,666	4,195	4,305	4,725
	SUBTOTAL PERSONNEL	169,297	196,210	223,300	239,870
62300	Contract Svcs-Professional	86,001	84,478	211,270	211,270
62600	Parking Validation	0	13,469	0	20,000
	SUBTOTAL CONTRACTUAL	86,001	97,947	211,270	231,270
63001	Misc. Office Expenses	130,910	129,692	150,000	150,000
63200	Operating M&S Bldgs/Grounds	0	5,000	0	5,000
	SUBTOTAL COMMODITIES	130,910	134,692	150,000	155,000
65400	Indirect Costs	10,607	10,054	11,750	12,645
	SUBTOTAL FIXED CHARGES	10,607	10,054	11,750	12,645
66400	Machinery & Equipment	56,958	60,108	43,680	121,215
	SUBTOTAL CAPITAL	56,958	60,108	43,680	121,215
	TOTAL	453,773	499,011	640,000	760,000
Class Code	AUTHORIZED PERSONNEL	ADOPTED FY 10-11		APPROVED FY 11-12	
		Full Time	Part Time	Full Time	Part Time
7629	Correctional Supervisor	1.10		1.10	
7330	Senior Office Assistant	0.50		0.50	
151	Principal Management Analyst	0.10		0.10	
	TOTAL	1.70		1.70	

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)

This program supports the various General operating programs in which the expenditures are reimbursed back to the Department

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 08-09	ACTUAL FY 09-10	ADOPTED FY 10-11	APPROVED FY 11-12
REVENUES					
50001	Balance From Prior Year	0	0	2,560	466,335
57081	Gifts & Donations	150	7,000	0	0
57000	Expense Reimbursement	0	63,882	271,225	271,225
57081	Donations - Animal Outreach	1,000	2,559	2,500	2,500
58000	Earnings on Investment	315	315	0	0
59000	Transfer from Criminal Activities	0	179,841	0	0
	TOTAL REVENUE	<u>1,465</u>	<u>253,597</u>	<u>276,285</u>	<u>740,060</u>
EXPENDITURES					
24-400	Police Special Revenue - General	5,516	1,742	271,225	735,000
24-405	Police Athletic/Activities League	229,984	8,995	0	0
24-432	K-9 Program	0	0	5,060	5,060
	TOTAL EXPENDITURES	<u>235,500</u>	<u>10,737</u>	<u>276,285</u>	<u>740,060</u>
POLICE DEPARTMENT		FUND 24			
Police Special Revenues - General		Activity 400			
Object Code	LINE ITEM RESOURCES	ACTUAL FY 08-09	ACTUAL FY 09-10	ADOPTED FY 10-11	APPROVED FY 11-12
61040	Salaries Overtime	0	0	271,225	700,000
	SUBTOTAL PERSONNEL	0	0	271,225	700,000
62010	Communications	0	0	0	0
62320	M & R Bldgs & Grounds	0	0	0	0
62300	Contract Svcs-Professional	2,319	0	0	25,000
	SUBTOTAL CONTRACTUAL	2,319	0	0	25,000
63001	Misc Office Expenses	1,036	1,742	0	10,000
	SUBTOTAL COMMODITIES	5,358	1,742	0	10,000
	TOTAL	<u>5,516</u>	<u>1,742</u>	<u>271,225</u>	<u>735,000</u>
POLICE DEPARTMENT		FUND 24			
K-9 Program		Activity 432			
Object Code	LINE ITEM RESOURCES	ACTUAL FY 08-09	ACTUAL FY 09-10	ADOPTED FY 10-11	APPROVED FY 11-12
62010	Communications	0	0	0	0
62120	Training, Transportation, Meeting	0	0	0	0
62300	Contract Svcs-Professional	0	0	2,500	2,500
	SUBTOTAL CONTRACTUAL	0	0	2,500	2,500
63001	Other Material & Supplies	0	0	2,560	2,560
	SUBTOTAL COMMODITIES	0	0	2,560	2,560
66400	Machinery & Equipment	0	0	0	0
	SUBTOTAL CAPITAL	0	0	0	0
	TOTAL	<u>0</u>	<u>0</u>	<u>5,060</u>	<u>5,060</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 08-09	ACTUAL FY 09-10	ADOPTED FY 10-11	APPROVED FY 11-12	
61000	Salaries Regular	161,408	0	0	0	0
61100	Retirement-Employer Contrib.	28,191	(67)	0	0	0
61120	Medicare Insurance	668	0	0	0	0
61130	Health Insurance	24,457	0	0	0	0
61170	Retiree Health Benefits	1,229	0	0	0	0
61180	Worker Compensation Insurance	<u>10,567</u>	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>
	SUBTOTAL PERSONNEL	226,521	(67)	0	0	0
62100	Utilities	20,044	92	0	0	0
62120	Training, Transportation, Meeting	0	0	0	0	0
62140	Membership, Subscription, Dues	0	0	0	0	0
62300	Contract Svcs-Professional	<u>10,116</u>	<u>8,877</u>	<u>0</u>	<u>0</u>	<u>0</u>
	SUBTOTAL CONTRACTUAL	10,116	8,969	0	0	0
63001	Misc Office Expenses	<u>3,463</u>	<u>92</u>	<u>0</u>	<u>0</u>	<u>0</u>
	SUBTOTAL COMMODITIES	3,463	92	0	0	0
65400	Indirect Costs	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>
	SUBTOTAL FIXED CHARGES	0	0	0	0	0
	TOTAL	<u><u>250,122</u></u>	<u><u>8,995</u></u>	<u><u>0</u></u>	<u><u>0</u></u>	<u><u>0</u></u>
Class Code	AUTHORIZED PERSONNEL	ADOPTED FY 10-11		APPROVED FY 11-12		
		Full Time	Part Time	Full Time	Part Time	
3200	Police Officer	0.00		0.00		
5330	Police Athletic/Activities League Assistant Director	<u>0.00</u>		<u>0.00</u>		
	TOTAL	<u><u>0.00</u></u>		<u><u>0.00</u></u>		

**SPECIAL REVENUE FUNDS
RESOURCE SUMMARY**

POLICE DEPARTMENT		FUND 26			
Criminal Activity - All Activities		Activity Various			
Object Code	LINE ITEM RESOURCES	ACTUAL FY 08-09	ACTUAL FY 09-10	ADOPTED FY 10-11	APPROVED FY 11-12
REVENUES					
50001	Balance from Prior Year	246,471	246,471	2,000,000	5,076,845
57000	Expense Reimbursement	53,102	53,102	0	0
57409	Evidence Recoveries	0	0	0	0
57405	Evidence Recov/DOJ	974,733	974,733	0	0
57406	Evidence Recoveries/US Treasury	81,789	81,789	0	0
57407	Evidence Recoveries/ State	140,852	140,852	0	0
57408	Evidence Recoveries/ State - 15%	24,856	24,856	0	0
57010	Miscellaneous Recoveries	29,018	29,018	0	0
58000	Earnings on Investment	2,228	2,228	0	0
	TOTAL REVENUES	1,553,049	1,553,049	2,000,000	5,076,845
EXPENDITURES					
26-435	Criminal Activity - CA	231,936	231,936	556,930	395,675
26-445	Criminal Activity - General	137,232	137,232	72,855	0
26-450	Criminal Activity - DOJ	31,670	31,670	1,186,725	3,852,740
26-455	Criminal Activity - DOT	0	0	0	818,430
26-460	Criminal Activity - State 15%	927	927	258,695	10,000
	TOTAL EXPENDITURES	401,765	401,765	2,075,205	5,076,845
Class Code	AUTHORIZED PERSONNEL	ADOPTED FY 10-11		APPROVED FY 11-12	
		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	1.00		1.00	
5330	PAAL Assistant Director	1.00		0.00	
	TOTAL	5.00		4.00	

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					
Criminal Activity - CA				FUND	26
				Activity	435
Object Code	LINE ITEM RESOURCES	ACTUAL FY 08-09	ACTUAL FY 09-10	ADOPTED FY 10-11	APPROVED FY 11-12
61000	Salaries & Wages-Regular	81,791	0	368,015	267,445
61020	Part-Time Salaries	0	0	0	0
61040	Salaries Overtime	101,766	176,683	0	0
61100	Retirement-Employer Contribution	17,211	0	100,240	69,700
61120	Medicare Insurance	855	0	5,815	3,880
61130	Health Insurance	8,833	0	46,965	30,715
61170	Retiree Health Benefits	18	0	3,005	2,005
61180	Worker Compensation Insurance	<u>7,494</u>	<u>0</u>	<u>32,890</u>	<u>21,930</u>
	SUBTOTAL PERSONNEL	217,968	176,683	556,930	395,675
62300	Contract Services - Professional	<u>0</u>	<u>3,829</u>	<u>0</u>	<u>0</u>
	SUBTOTAL CONTRACTUAL	0	3,829	0	0
63001	Miscellaneous Office Expense	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>
	SUBTOTAL COMMODITIES	0	0	0	0
65050	Information System Strategic Plan	0	0	0	0
65400	Indirect Costs	<u>13,969</u>	<u>10,937</u>	<u>0</u>	<u>0</u>
	SUBTOTAL FIXED CHARGES	13,969	10,937	0	0
	TOTAL	<u><u>231,936</u></u>	<u><u>191,449</u></u>	<u><u>556,930</u></u>	<u><u>395,675</u></u>
Class Code	AUTHORIZED PERSONNEL	ADOPTED FY 10-11		APPROVED FY 11-12	
		Full Time	Part Time	Full Time	Part Time
3350	Police Lieutenant	1.00		1.00	
3400	Police Sergeant	<u>2.00</u>		<u>2.00</u>	
	TOTAL	<u><u>3.00</u></u>		<u><u>3.00</u></u>	

SPECIAL REVENUE FUNDS

POLICE DEPARTMENT					FUND	26
Criminal Activity - General					Activity	445
Object Code	LINE ITEM RESOURCES	ACTUAL FY 08-09	ACTUAL FY 09-10	ADOPTED FY 10-11	APPROVED FY 11-12	
61000	Salaries & Wages-Regular	0	0	0	0	
61040	Salaries & Wages-Overtime	38,573	74,548	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	<u>38,573</u>	<u>74,548</u>	<u>41,145</u>	0	
62300	Other Contractual Services	<u>17,824</u>	<u>858</u>	<u>0</u>	<u>0</u>	
	SUBTOTAL CONTRACTUAL	17,824	858	0	0	
63001	Other Material & Supplies	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>	
	SUBTOTAL COMMODITIES	0	0	0	0	
65010	Equipment Rental, City	17,910	0	12,865	0	
65050	Information System Strategic Plan	59,990	59,990	59,990	0	
65400	Indirect Costs	<u>2,935</u>	<u>4,615</u>	<u>0</u>	<u>0</u>	
	SUBTOTAL FIXED CHARGES	80,835	64,605	72,855	0	
66400	Machinery & Equipment	<u>0</u>	<u>10,000</u>	<u>0</u>	<u>0</u>	
	SUBTOTAL CAPITAL	0	10,000	0	0	
	TOTAL	<u><u>137,232</u></u>	<u><u>150,011</u></u>	<u><u>114,000</u></u>	<u><u>0</u></u>	

SPECIAL REVENUE FUNDS

POLICE DEPARTMENT						FUND	26
Criminal Activity - DOJ						Activity	450
Object Code	LINE ITEM RESOURCES	ACTUAL FY 08-09	ACTUAL FY 09-10	ADOPTED FY 10-11	APPROVED FY 11-12		
61000	Salaries Regular	0	0	112,460	115,700		
61030	Salaries Part-Time				55,545		
61040	Salaries Overtime	0	0	950,230	1,681,570		
61100	Retirement-Employer Contribution	0	0	28,105	30,150		
61110	Part-time Retirement				2,085		
61120	Medicare Insurance	0	0	1,630	2,480		
61130	Health Insurance	0	0	9,235	15,355		
61170	Retiree Health Benefits	0	0	845	870		
61180	Workers Compensation Benefits	0	0	9,220	11,130		
	SUBTOTAL PERSONNEL	0	0	1,111,725	1,914,885		
62300	Contract Services - Professional	0	0	0	150,000		
	SUBTOTAL CONTRACTUAL	0	0	0	150,000		
63001	Miscellaneous Office Expense	10,863	0	0	340,000		
	SUBTOTAL COMMODITIES	10,863	0	0	340,000		
65010	Equipment Rental, City				12,865		
65050	Information System Strategic Plan				59,990		
65400	Indirect Costs	0	0	75,000	75,000		
	SUBTOTAL FIXED CHARGES	0	0	75,000	147,855		
66400	Machinery & Equipment	20,807	0	0	500,000		
66510	Software	0	0	0	800,000		
	SUBTOTAL CAPITAL	20,807	0	0	1,300,000		
68000	Transfer to Fund 24	0	179,841	0	0		
		0	179,841	0	0		
	TOTAL	<u>31,670</u>	<u>179,841</u>	<u>1,186,725</u>	<u>3,852,740</u>		

POLICE DEPARTMENT						FUND	26
Criminal Activity - DOT						Activity	455
Object Code	LINE ITEM RESOURCES	ACTUAL FY 08-09	ACTUAL FY 09-10	ADOPTED FY 10-11	APPROVED FY 11-12		
61040	Salaries & Wages-Overtime	0	0	0	818,430		
	SUBTOTAL PERSONNEL	0	0	0	818,430		
63001	Other Materials & Supplies	0	0	0	0		
	SUBTOTAL COMMODITIES	0	0	0	0		
66400	Machinery & Equipment	0	4,719	0	0		
	SUBTOTAL CAPITAL	0	4,719	0	0		
	TOTAL	<u>0</u>	<u>4,719</u>	<u>0</u>	<u>818,430</u>		

SPECIAL REVENUE FUNDS

POLICE DEPARTMENT		FUND 26			
Criminal Activity - CA 15% Set-aside		Activity 460			
Object Code	LINE ITEM RESOURCES	ACTUAL FY 08-09	ACTUAL FY 09-10	ADOPTED FY 10-11	APPROVED FY 11-12
61000	Salaries Regular	0	59,118	73,335	0
61030	Salaries Part-Time	0	45,632	55,545	0
61100	Retirement - Employer Contrib.	0	3,357	7,515	0
61110	Part-time Retirement	0	1,348	1,870	0
61120	Medicare Insurance	0	1,513	1,870	0
61130	Health Insurance	0	14,253	15,600	0
61170	Retiree Health Benefits	0	401	550	0
61180	Worker Compensation Insurance	0	1,908	2,410	0
	SUBTOTAL PERSONNEL	0	127,529	158,695	0
63001	Miscellaneous Office Expense	2,680	-512	100,000	10,000
	SUBTOTAL COMMODITIES	2,680	-512	100,000	10,000
64000	Retirement Plan Payout (PERS)	0	650	0	0
65400	Indirect Costs	0	6,714	0	0
	TOTAL	2,680	130,699	258,695	10,000

**SPECIAL REVENUE FUND
DEPARTMENT RESOURCE SUMMARY**

PUBLIC WORKS AGENCY

ACTIVITIES	ACTUAL FY 08-09	ACTUAL FY 09-10	ADOPTED FY 10-11	APPROVED FY 11-12
REVENUES:				
50001 Prior Year Carry Forward	2,724,837	31,731,094	14,165,563	0
52300 Highway Users Tax Allocation (2105)	2,431,813	1,995,840	1,813,900	1,886,249
52301 Highway Users Tax Allocation (2106)	1,512,822	1,249,929	1,132,400	1,189,899
52302 Highway Users Tax Allocation (2107)	3,250,282	2,657,435	2,453,045	2,510,203
52303 Highway Users Tax Allocation (2103) - Prop 42	0	0	0	3,963,964
56300 Engineering Cost Allocation	0	10,000	0	0
58000 Earnings on Investment	249,268	35,781	35,000	35,000
58002 Loss (Gain) Market Value on Investments	0	(83,226)	0	0
58004 Interest Earnings Bond Proceeds	1,079,235	346,958	200,000	80,000
58003 Investment Income - Trustee	(8,249)	742	0	0
59300 Gas Tax Bond Proceeds	0	0	0	0
TOTAL	11,240,008	37,944,553	19,799,908	9,665,315
EXPENDITURES:				
02917019 Gas Tax Fund Interfund Transfer	15,735,962	18,019,480	13,519,563	2,498,875
02917020 2007 COP Bond Payment	3,088,241	3,082,781	4,200,280	4,238,000
02917620 Traffic Signal Maintenance	744,162	627,640	468,260	1,073,775
02917635 Median Landscaping	614,262	521,902	879,025	960,650
02917660 Roadway Maintenance	1,371,621	723,360	732,780	894,015
TOTAL	21,554,248	22,975,163	19,799,908	9,665,315
OPERATING EXPENSE				
62000 Contractual	2,667,930	1,804,731	1,866,470	2,714,915
63000 Commodities	0	596	5,000	5,000
65000 Cross Charges	67,575	67,575	223,595	185,525
66000 Capital	0	0	0	23,000
67000 Debt Service	3,082,781	3,082,781	4,185,280	4,223,000
68000 Transfers Out	15,735,962	18,019,480	13,519,563	2,513,875
TOTAL	21,554,248	22,975,163	19,799,908	9,665,315

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.

	ACTUAL FY 08-09	ACTUAL FY 09-10	ADOPTED FY 10-11	APPROVED FY 11-12
EXPENDITURES				
02917019 INTERFUND TRANSFER				
68000-58 Transfer to Fund 058	15,735,962	17,690,877	10,000,000	0
68000-59 Transfer to Fund 059	0	318,603	3,519,563	2,498,875
68000-86 Transfer to Fund 086	0	10,000	0	0
TOTAL INTERFUND TRANSFERS	15,735,962	18,019,480	13,519,563	2,498,875

SPECIAL REVENUE FUND

PUBLIC WORKS AGENCY	FUND 029
Gas Tax Residential Street Improvement Debt Service	Department 17
	Activity 020

Object Code	LINE ITEM RESOURCES	ACTUAL FY 08-09	ACTUAL FY 09-10	ADOPTED FY 10-11	APPROVED FY 11-12
62401	Trustee Fee	5,460	0	15,000	15,000
	SUBTOTAL CONTRACTUAL	----- 5,460	----- 0	----- 15,000	----- 15,000
67300	Bond Principal	0	0	0	0
67310	Bond Interest	3,082,781	3,082,781	4,185,281	4,223,000
	SUBTOTAL DEBT SERVICE	----- 3,082,781	----- 3,082,781	----- 4,185,281	----- 4,223,000
	TOTAL	=====	=====	=====	=====

SPECIAL REVENUE FUND

PUBLIC WORKS AGENCY	ACCOUNTING UNIT			
Traffic Signal Maintenance	02917620			
Statement of Purpose				
<i>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 09-10 & 10-11				
<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), 284 traffic signals, 5 fixed-time flashing beacons, 7 activated flashing crosswalk and flashing beacons, 55 closed-circuit television cameras, and integrated traveler information system. * Maintained twisted-pair and fiberoptic 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 10-11</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, 62 closed-circuit television cameras, and integrated traveler information system. * Maintained twisted-pair and fiberoptic 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 2011-12				
<ul style="list-style-type: none"> * Continue to maintain and operate the City's ATMS. * Continue to maintain the City's twisted-pair and fiberoptic 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 08-09	FY 09-10	FY 10-11	FY 11-12
Service Level				
# of traffic signals operated and maintained	284	285	292	297
# of traffic signals in city maintained by others	32	32	32	32
# of CCTV cameras operated and maintained	51	58	62	65
# of emergency vehicle preemptions maintained	129	130	135	140
# of changeable message signs maintained	10	10	0	0
# of activated flashing crosswalks/beacon maintained	7	7	7	7
# of street name signs replaced	20	10	4	10
# of fixed time flashing beacons maintained	5	5	5	5
# of interactive kiosks maintained	3	3	0	0
Efficiency				
Average annual maintenance cost in dollars per traffic signal (including energy cost)	3,600	2,100	2,500	2,500

SPECIAL REVENUE FUND

PUBLIC WORKS AGENCY					FUND	029
Traffic Signal Maintenance					Department	17
					Program	620
Account Code	LINE ITEM RESOURCES	ACTUAL FY 08-09	ACTUAL FY 09-10	ADOPTED FY 10-11	APPROVED FY 11-12	
62000	Utilities	146,282	171,090	170,000	170,000	
62010	Communications	0	0	13,500	13,500	
62300	Contract Services-Professional	0	31,416	68,000	78,000	
62321	M & R Improvements	537,770	365,024	650,000	710,000	
	SUBTOTAL CONTRACTUAL	684,052	567,530	901,500	971,500	
65010	Rental City Equipment	6,015	6,015	6,015	6,010	
65020	City Yard Rental	6,240	6,240	6,240	6,240	
65100	Insurance Charges	47,855	47,855	47,855	47,855	
65240	Public Works Admin Charge	0	0	46,495	42,170	
	SUBTOTAL CROSS CHARGES	60,110	60,110	106,605	102,275	
	TOTAL	744,162	627,640	1,008,105	1,073,775	

SPECIAL REVENUE FUND

PUBLIC WORKS AGENCY
Median Landscaping

ACCOUNTING UNIT
02917635

Statement of Purpose

Provide Santa Ana with quality landscaped medians.

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 09-10 & 10-11

FY 09-10

- * Maintained 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

FY 10-11

- * Assumed maintenance responsibilities for medians and landscaped areas on La Veta Avenue/SR 22 interchange.
- * Assumed maintenance responsibilities for medians and landscaped areas on Bristol Street from Pine Street to McFadden Avenue.
- * Installed solar-powered irrigation controllers.

Action Plan for FY 2011-12

- * Maintain and improve median landscaping.
- * Continue to identify electricity- and water-saving devices that maximize irrigation efficiency.
- * Investigate and implement water- and energy-saving technologies.

PERFORMANCE MEASURES	Actual	Actual	Estimated	Objective
	FY 08-09	FY 09-10	FY 10-11	FY 11-12
Service Level				
# of neighborhood monuments maintained	47	47	47	47
# of street medians maintained	28	28	34	34
# of arterial sidewalks maintained	13	13	13	13
# of water reservoir areas maintained	6	6	10	10
# of parking structures and lots maintained	1	1	1	1
# of miscellaneous areas maintained	27	27	31	31
# of annual color areas maintained	11	11	11	11
Efficiency				
Annual irrigation cost (\$)	250,424	400,248	411,250	422,339
Annual maintenance cost (\$)	576,125	661,583	827,210	850,340
Square footage of landscaping maintained	3,099,854	3,191,232	3,677,695	3,677,695
Irrigation costs per sq. ft. of landscaping (\$)	0.08	0.08	0.11	0.11
Maintenance costs per sq. ft. of landscaped area (\$)	0.17	0.21	0.22	0.23

SPECIAL REVENUE FUND

PUBLIC WORKS AGENCY		FUND 029			
Median Landscaping		Department 17			
		Program 635			
Account Code	LINE ITEM RESOURCES	ACTUAL FY 08-09	ACTUAL FY 09-10	ADOPTED FY 10-11	APPROVED FY 11-12
62000	Utilities	30,672	33,209	36,260	43,075
62320	M & R Buildings & Grounds	576,125	481,227	803,555	850,340
	SUBTOTAL CONTRACTUAL	----- 606,797	----- 514,437	----- 839,815	----- 893,415
65040	Computer Services Charge	7,465	7,465	7,465	7,465
65240	Public Works Admin Charge	0	0	31,745	36,770
	SUBTOTAL CROSS CHARGES	----- 7,465	----- 7,465	----- 39,210	----- 44,235
66220	Improvements Other Than Buildings	0	0	0	23,000
	SUBTOTAL CAPITAL	----- 0	----- 0	----- 0	----- 23,000
	TOTAL	=====	=====	=====	=====

SPECIAL REVENUE FUND

PUBLIC WORKS AGENCY
Roadway Maintenance

ACCOUNTING UNIT
02917660

Statement of Purpose

Provide safe and well-maintained roadways and sidewalks through the use of state-of-the-art equipment and the latest maintenance techniques.

Accomplishments in FY 09-10 & FY 10-11

FY 09-10

- * Awarded new contracts for annual asphalt roadway maintenance and pothole repair/sidewalk ramping, and sidewalk offset grinding.
- * Continued to increase sidewalk grinding versus asphalt ramping and maintained the current two-year grinding cycle.
- * Maintained current level of response to pothole complaints through increased vigilance and knowledge of potential pavement failure areas.
- * Worked with contractors to improve response time to roadway maintenance requests in expectation of reducing liability claims against the City.

FY 10-11

- * Extended contracts for annual asphalt roadway maintenance and pothole repair/sidewalk ramping, and sidewalk offset grinding.
- * Continued developing a preventive maintenance schedule with Design which includes slurry-sealing and crack-sealing of arterials and secondary streets that have been resurfaced within the last five to ten years.
- * Continued to increase sidewalk grinding versus asphalt ramping and maintain the current two-year grinding cycle.
- * Continued to keep water/sewer-cut repair response time to under 30 days.
- * Maintained current level of response to pothole complaints through increased vigilance and knowledge of potential pavement failure areas.

Action Plan for FY 2011-12

- * Ensure that the four new maintenance contractors follow the required contract specifications and work closely with them to improve service inefficiencies.
- * Employ record tracking to identify areas prone for maintenance service and find more proactive/efficient repair solutions.
- * Continue preventive maintenance measures of crack-sealing major arterials, including 1st Street, Edinger Avenue, Fairview Street, Grand Avenue, Harbor Boulevard, MacArthur Boulevard, Warner Avenue, Main Street, 17th Street and McFadden Avenue.

PERFORMANCE MEASURES	Actual	Actual	Estimated	Objective
	FY 08-09	FY 09-10	FY 10-11	FY 11-12
Service Level				
Tons of asphalt concrete (AC) - street patching	3,300	0	0	0
Tons of asphalt concrete (AC) - potholes	900	750	650	780
Potholes filled (locations)	32,000	25,000	22,500	26,000
Crack sealing used (linear feet)	72,000	0	0	50,000
Sidewalk patching (sq. ft.)	4,100	2,350	1,200	1,200

SPECIAL REVENUE FUND

PUBLIC WORKS AGENCY					
Roadway Maintenance					
		FUND		029	
		Department		17	
		Activity		660	
Account Code	LINE ITEM RESOURCES	ACTUAL FY 08-09	ACTUAL FY 09-10	ADOPTED FY 10-11	APPROVED FY 11-12
62300	Contract Services - Professional	1,371,621	722,765	650,000	850,000
	SUBTOTAL CONTRACTUAL	----- 1,371,621	----- 722,765	----- 650,000	----- 850,000
63001	Miscellaneous Operating Expenses	0	596	5,000	5,000
	SUBTOTAL COMMODITIES	----- 0	----- 596	----- 5,000	----- 5,000
65240	Public Works Admin Charges	0	0	77,780	39,015
	SUBTOTAL CROSS CHARGES	----- 0	----- 0	----- 77,780	----- 39,015
	TOTAL	----- 1,371,621	----- 723,360	----- 732,780	----- 894,015

**SPECIAL REVENUE FUNDS
RESOURCE SUMMARY**

VARIOUS Air Quality Improvement		ACCOUNTING UNIT 031-VARIOUS			
Object Code	LINE ITEM RESOURCES	ACTUAL FY 08-09	ACTUAL FY 09-10	ADOPTED FY 10-11	APPROVED FY 11-12
REVENUES					
50001	Prior Year Carry Forward	338,130	432,183	427,750	467,965
52350	AQMD AB 2766	303,941	415,500	298,060	414,000
	AB 2766 Match	(1,306)	0	0	0
57010	Miscellaneous Recoveries	3,225	3,200	2,705	1,850
58000	Earnings on Investments	8,361	9,500	3,795	300
	TOTAL REVENUES	<u>652,350</u>	<u>860,383</u>	<u>732,310</u>	<u>884,115</u>
EXPENDITURES					
EXPENDITURES					
03110101	Fleet Services	0	72,131	250,000	200,000
03109050	Personnel	247,313	241,396	336,585	328,615
03116510	Planning & Building	83,441	111,800	145,725	355,500
	TOTAL EXPENDITURES	<u>330,755</u>	<u>425,328</u>	<u>732,310</u>	<u>884,115</u>
Class Code	AUTHORIZED PERSONNEL	ADOPTED FY 10-11		APPROVED FY 11-12	
		Full Time	Part Time	Full Time	Part Time
1380	Executive Director, Personnel Services	0.05		0.00	
1540	Senior Personnel Analyst	0.25		0.25	
0770	Sr. Personnel Technician	0.50		0.50	
1006	Web Systems Technician	0.25	1.00	0.25	1.00
7070	Personnel Services Specialist	1.00		1.00	
8100	Senior Administrative Intern	0.00		0.00	
2500	Planning Manager	0.05		0.10	
0810	Principal Planner	0.10		0.15	
2470	Senior Planner	0.25		0.25	
2450	Associate Planner	0.40		0.45	
7330	Senior Office Assistant	0.35		0.05	
	TOTAL	<u>3.20</u>	<u>1.00</u>	<u>3.00</u>	<u>1.00</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 10-11				
<ul style="list-style-type: none"> * Prepared City's 2010 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 2011-2012				
<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 2011 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 08-09	Actual FY 09-10	Estimate FY 10-11	Objective FY 11-12
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.	97%	98%	100%	100%
# of employees:				
attending TRP informational presentations (NEO)	126	113	120	125
receiving custom transit route planners/matchlists	249	215	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)	1.42	1.58	1.5	1.5

SPECIAL REVENUE FUNDS

PERSONNEL SERVICES		ACCOUNTING UNIT			
Air Quality Fund		03109050			
Object Code	LINE ITEM RESOURCES	ACTUAL FY 08-09	ACTUAL FY 09-10	ADOPTED FY 10-11	APPROVED FY 11-12
61000	Salaries & Wages-Regular	84,531	86,587	140,865	139,185
61020	Salaries & Wages-Temporary	32,180	35,997	18,035	20,360
61030	Salaries & Wages-Overtime	49	0	1,000	1,000
61100	Retirement Plan	8,006	9,595	12,090	14,750
61110	Part-Time Retirement	0	178	260	765
61120	Medicare Insurance	1,685	1,756	2,230	2,240
61130	Employees Insurance	9,130	9,432	18,770	13,270
61170	Retiree Health Insurance	1,114	239	2,380	2,235
61180	Compensation Insurance	1,773	1,915	2,065	1,900
	SUBTOTAL PERSONNEL	138,468	145,699	197,695	195,705
62010	Communications	0	0	525	525
62120	Training & Transportation	415	303	3,425	3,425
62140	Other Agency Services	1,502	1,502	3,930	3,930
62200	Advertising	1,854	974	2,640	2,640
62300	Other Contract Services	3,283	6,856	0	0
62302	Other Personnel Services	93,267	-2,750	24,575	24,575
	SUBTOTAL CONTRACTUAL	100,321	6,884	35,095	35,095
63001	Other Material & Supplies	2,409	807	9,740	9,740
	SUBTOTAL COMMODITIES	2,409	807	9,740	9,740
65400	Indirect Operating Expenses	6,116	9,267	18,035	12,055
	SUBTOTAL FIXED CHARGES	6,116	9,267	18,035	12,055
69101	Bicycle Commute Incentive	0	5,285	5,000	5,000
69102	Bus Passes	0	12,055	12,000	12,000
69103	Car Pool Incentive	0	24,374	22,020	22,020
69104	Train Passes	0	30,740	30,000	30,000
69105	Walking Commute Incentive	0	4,660	5,000	5,000
69106	Incentive Drawings	0	1,624	2,000	2,000
69107	Emergency Return Trip	0	0	0	0
	SUBTOTAL CONTRACTUAL	0	78,738	76,020	76,020
	TOTAL	247,313	241,396	336,585	328,615

Class Code	AUTHORIZED PERSONNEL	ADOPTED FY 10-11		APPROVED FY 11-12	
		Full Time	Part Time	Full Time	Part Time
1380	Executive Director, Personnel Services	0.05		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	1.00	1.00
	TOTAL	2.05	1.00	2.00	1.00
	<i>75% of Web Systems Technician is funded In IS Strategic Plan</i>				

SPECIAL REVENUE FUNDS

FLEET SERVICES		ACCOUNTING UNIT			
Air Quality Fund		03110101			
Object Code	LINE ITEM RESOURCES	ACTUAL FY 08-09	ACTUAL FY 09-10	ADOPTED FY 10-11	APPROVED FY 11-12
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	0	0	0	0
66400	Machinery & Equipment	0	72,131	250,000	200,000
	SUBTOTAL FIXED CHARGES	<u>0</u>	<u>72,131</u>	<u>250,000</u>	<u>200,000</u>
	TOTAL	<u><u>0</u></u>	<u><u>72,131</u></u>	<u><u>250,000</u></u>	<u><u>200,000</u></u>

SPECIAL REVENUE FUNDS

PLANNING AND BUILDING AGENCY
Air Quality Improvement Trust Fund

PROGRAM
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 08-09	ACTUAL FY09-10	ADOPTED FY 10-11	APPROVED FY 11-12
61000	Salaries & Wages-Regular	65,144	96,843	115,900	116,600
61100	Retirement Plan	4,004	2,750	9,735	12,375
61120	Medicare Insurance	771	507	1,475	1,385
61130	Employees Insurance	7,963	4,342	10,320	17,110
61170	Retiree Medical Insurance	0	0	2,030	1,445
61180	Compensation Insurance	1,390	733	1,640	1,935
	SUBTOTAL PERSONNEL	79,272	105,175	141,100	150,850
62140	Other Agency Services	0	0	0	0
62300	Other Contractual Services	0	0	0	200,000
	SUBTOTAL CONTRACTUAL	0	0	0	200,000
65050	Info. Svcs. Strategic Plan Charges	0	0	0	0
65400	Indirect Operating Expenses	4,169	6,625	4,625	4,650
	SUBTOTAL FIXED CHARGES	4,169	6,625	4,625	4,650
	TOTAL	83,441	111,800	145,725	355,500
Class Code	AUTHORIZED PERSONNEL	ADOPTED FY 10-11		APPROVED FY 11-12	
		Full Time	Part Time	Full Time	Part Time
250	Planning Manager	0.05		0.10	
810	Principal Planner	0.10		0.15	
247	Senior Planner	0.25		0.25	
245	Associate Planner	0.40		0.45	
245	Senior Office Assistant	0.35		0.05	
		1.15	0.00	1.00	0.00
<p><i>Note: the balance of these positions are funded in Planning Division 11-6510</i></p>					

**SPECIAL REVENUE FUNDS
RESOURCE SUMMARY**

VARIOUS Civic Center		ACCOUNT UNIT 07413 Activity Various			
Object Code	LINE ITEM RESOURCES	ACTUAL FY 08-09	ACTUAL FY 09-10	ADOPTED FY 10-11	APPROVED FY 11-12
REVENUES					
50001	Balance from Prior Year	(526,252)	0	0	0
53322	Civic Center Project Charges	584,162	451,216	256,590	68,450
53323	Civic Center Maintenance Charges	1,493,822	1,361,691	1,472,055	1,518,020
53324	Civic Center Police Security	1,087,908	963,912	1,044,375	1,152,110
57000	Expense Reimbursement	0	1,205,122	0	0
59000-11	Transfer From General Func	1,599,085	522,785	600,000	600,000
	TOTAL REVENUES	4,238,725	4,504,725	3,373,020	3,338,580
EXPENDITURES					
07413015	Civic Center Maintenance - Non-Dept	1,293,497	522,785	600,000	600,000
07413250	Civic Center Maintenance	1,537,543	1,433,508	1,472,055	1,518,020
07413260	Civic Center Capital Projects	434,186	1,606,873	256,590	68,450
07413400	Civic Center Security	1,273,191	1,025,910	1,044,375	1,152,110
	TOTAL EXPENDITURES	4,538,417	4,589,076	3,373,020	3,338,580
Class Code	AUTHORIZED PERSONNEL	ADOPTED FY 10-11		APPROVED FY 11-12	
		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	
4106	Park Landscape Inspector II	1.00		1.00	
3200	Police Officer	8.00		8.00	
9300	Park Maintenance Assistant		5.00		5.00
	TOTAL	12.00	5.00	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 08-09	ACTUAL FY 09-10	ADOPTED FY 10-11	APPROVED FY 11-12
69135	Payment to Subagent*	1,293,497	522,785	600,000	600,000
	SUBTOTAL CAPITAL	----- 1,293,497	----- 522,785	----- 600,000	----- 600,000
	TOTAL	=====	=====	=====	=====
	* 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 09-10 & FY 10-11				
<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) 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 2011-12				
<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. * Annual Urban Forest Management – Prune one-half of the Civic Center Trees (west of Ross Street). * 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 08-09	Actual FY 09-10	Estimated FY 10-11	Objective FY 11-12
Service Level				
# of acres maintained	97	97	n/a	n/a
FY 10-11 & FY 11-12 Stats Below				
# of days providing landscape-grounds maintenance			365	365
# of days providing custodial maintenance			365	365
One-half of Civic Center Trees pruned			512	512

SPECIAL REVENUE FUNDS

PARKS, RECREATION & COMMUNITY SERVICES		ACCOUNT UNIT			
Civic Center Maintenance		07413250			
Object Code	LINE ITEM RESOURCES	ACTUAL FY 08-09	ACTUAL FY 09-10	ADOPTED FY 10-11	APPROVED FY 11-12
61000	Salaries Regular	558,960	250,441	315,550	315,550
61020	Salaries Part-Time	69,945	44,663	91,280	91,280
61040	Salaries Overtime	9,191	6,787	0	0
61100	Retirement-Employer Contribution	29,639	17,096	26,505	32,730
61110	Part-Time Retirement	0	896	3,425	3,425
61120	Medicare Insurance	2,727	3,167	2,600	2,600
61130	Health Insurance	82,255	44,520	61,515	66,415
61170	Retiree Health Benefits	7,248	5,103	5,520	3,155
61180	Worker Compensation Insurance	79,356	32,246	46,825	46,825
	SUBTOTAL PERSONNEL	839,319	404,918	553,220	561,980
62000	Utilities	231,880	322,538	257,000	257,000
62010	Communications	2,405	939	1,155	1,155
62120	Training, Transportation, Meeting	140	0	0	0
62300	Contractual Services-Professional	262,264	597,032	0	0
62320	M & R Bldgs & Ground	0	0	480,455	518,755
62322	M & R Mach & Equipment	271	0	0	0
	SUBTOTAL CONTRACTUAL	496,961	920,509	738,610	776,910
63001	Misc. Operating Expenses	46,752	16,793	0	0
63200	OP M&S Buildings & Grounds	0	16	35,970	35,970
	SUBTOTAL COMMODITIES	46,752	16,809	35,970	35,970
65010	Rental City Equipment	33,840	8,280	36,340	56,590
65100	Insurance Charges	60,235	60,235	60,235	60,235
65400	Indirect Costs	60,435	22,756	47,680	26,335
	SUBTOTAL FIXED CHARGES	154,510	91,271	144,255	143,160
	TOTAL	1,537,543	1,433,508	1,472,055	1,518,020
Class Code	AUTHORIZED PERSONNEL	ADOPTED FY 10-11		APPROVED FY 11-12	
		Full Time	Part Time	Full Time	Part Time
4320	Parks Maintenance Supervisor	1.00		1.00	
4190	General Maintenance Leader	1.00		1.00	
4106	Park Landscape Inspector II	1.00		1.00	
0280	Assistant Park Landscape Planner	1.00		1.00	
9300	Park Maintenance Asst.		5.00		5.00
	TOTAL	4.00	5.00	4.00	5.00

SPECIAL REVENUE FUNDS

PARKS, RECREATION & COMMUNITY SERVICES		ACCOUNT UNIT			
Civic Center Capital Projects		07413260			
Object Code	LINE ITEM RESOURCES	ACTUAL FY 08-09	ACTUAL FY 09-10	ADOPTED FY 10-11	APPROVED FY 11-12
63001	Misc. Operating Expenses	0	36	0	0
66220	Improvements Other Than Building	434,186	1,606,838	256,590	68,450
		-----	-----	-----	-----
	SUBTOTAL CAPITAL	434,186	1,606,873	256,590	68,450
	TOTAL	434,186	1,606,873	256,590	68,450
		=====	=====	=====	=====
	 <u>New Projects for FY 2011-12</u> Feeding Area Improvements				68,450
					----- 68,450

SPECIAL REVENUE FUNDS

POLICE DEPARTMENT Civic Center Security	PROGRAM 074-400
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Statement of Purpose

To patrol and provide security in the Civic Center Plaza area.

SERVICE PROGRAM

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.

SPECIAL REVENUE FUNDS

POLICE DEPARTMENT		FUND 74			
Civic Center Security		Activity 400			
Object Code	LINE ITEM RESOURCES	ACTUAL FY 08-09	ACTUAL FY 09-10	ADOPTED FY 10-11	APPROVED FY 11-12
61000	Salaries Regular	629,664	666,802	663,050	730,580
61040	Salaries Overtime	0	14,249	0	0
61100	Retirement Employer Contrib.	153,545	137,826	168,460	190,510
61120	Medicare Insurance	6,845	9,517	9,615	10,600
61130	Health Insurance	78,630	90,405	100,505	106,040
61170	Retiree Health Benefits	0	4,849	6,140	5,480
61180	Worker Compensation Insurance	<u>49,125</u>	<u>61,447</u>	<u>54,370</u>	<u>59,950</u>
	SUBTOTAL PERSONNEL	917,809	985,095	1,002,140	1,103,160
65400	Indirect Costs	<u>68,915</u>	<u>40,815</u>	<u>42,235</u>	<u>48,950</u>
	SUBTOTAL FIXED CHARGES	68,915	40,815	42,235	48,950
	TOTAL	<u><u>986,724</u></u>	<u><u>1,025,910</u></u>	<u><u>1,044,375</u></u>	<u><u>1,152,110</u></u>
Class Code	AUTHORIZED PERSONNEL	ADOPTED FY 10-11		APPROVED 11-12	
		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		Accounting Unit 12215330			
Object Code	LINE ITEM RESOURCES	ACTUAL FY 08-09	ACTUAL FY 09-10	ADOPTED FY 10-11	APPROVED FY 11-12
REVENUES					
52025	OCSD Emergency Mgmt/State OES	707,262	113,872	231,930	231,930
		<u>707,262</u>	<u>113,872</u>	<u>231,930</u>	<u>231,930</u>
EXPENDITURES					
61000	Salaries Regular	150,315	36,756	75,000	75,000
61040	Salaries Overtime	305,643	59,041	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	455,958	95,797	226,215	226,215
65400	Indirect Costs	0	6,267	5,715	5,715
	SUBTOTAL FIXED CHARGES	0	6,267	5,715	5,715
	TOTAL	<u>455,958</u>	<u>102,065</u>	<u>231,930</u>	<u>231,930</u>
Class Code	AUTHORIZED PERSONNEL	ADOPTED FY 10-11		APPROVED FY 11-12	
		Full Time	Part Time	Full Time	Part Time

SPECIAL REVENUE FUNDS

POLICE DEPARTMENT	PROGRAM
Homeland Security Grants	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 10/11	
<p><u>FY07 Public Safety Interoperable Communications (PSIC) Grant Program:</u></p> <ul style="list-style-type: none"> • Purchase of 700MHz Portable Radios for: Huntington Beach, Laguna Beach, Newport Beach, Mission Viejo, and UC Irvine. Other Orange County agencies purchased under FY08/09 and FY09/10. • Complete Equipment Purchase and Installation for San Luis Obispo and Santa Barbara County Networked CAD System. • Complete Equipment Purchase and Installation for San Bernardino County Dispatch Console System. • Complete Equipment Purchase and Installation for Orange County SmartX Core Migration Project, to include ASTRO25 7.9 Master Site, SmartX Site Converters/Routers, and Network Manager Terminal to build upon 700MHz investments. <p><u>FY08 Urban Areas Security Initiative (UASI) Grant Program:</u></p> <ul style="list-style-type: none"> • Execute Westbound Communications Contract for continuation of ReadyOC “Promise to Prepare” Pledge Campaign, ReadyOC.org website updates, and ReadyOC events/ promotions. <p><u>FY09 Urban Areas Security Initiative (UASI) Grant Program:</u></p> <ul style="list-style-type: none"> • Begin Orange County Civic Center Critical Infrastructure Project. • Complete Continuity of Operation Plans (COOP) for 25 Orange County Cities. • Complete Homeland Security Exercises to include: CSU Fullerton Active Shooter Drill, OC Health Care Agency 2010 Statewide Medical and Health Exercise, and Joint Hazard Assessment Team (JHAT) Drill. • Fund Orange County Intelligence Assessment Center (OCIAC) Analyst Division Sergeant and Analyst Police Officer positions, and Terrorism Liaison Officer (TLO) training program. 	
Planned Accomplishments for FY 11/12	
<p><u>FY09 Urban Areas Security Initiative (UASI) Grant Program:</u></p> <ul style="list-style-type: none"> • Purchase and Install Orange County Mutual Aid Repeaters and UHF Medical Base Stations. • Purchase and Install Southcoast Plaza Bi-Directional Amplifiers. • Purchase and Install Orange County Civic Center Critical Infrastructure Project Equipment. • Purchase and Install Anaheim Convention Center Critical Infrastructure Project Equipment. • Complete Continuity of Operation Plans (COOP) Training, Exercises, and Finalization. • Complete OC-MEDS Patient Tracking System Project. <p><u>FY10 Urban Areas Security Initiative (UASI) Grant Program:</u></p> <ul style="list-style-type: none"> • Fund Orange County Intelligence Assessment Center (OCIAC) Analyst Division Sergeant and Analyst Police Officer positions, and Terrorism Liaison Officer (TLO) training program. • Continue Orange County Civic Center Critical Infrastructure Project. • Execute Westbound Communications Contract to continue ReadyOC campaigns. • Continue Regional Orange County Homeland Security Training & Exercise Program. 	

**SPECIAL REVENUE FUNDS
RESOURCE SUMMARY**

POLICE DEPARTMENT Homeland Security Grants		FUND 125 Activity various			
Object Code	LINE ITEM RESOURCES	ACTUAL FY 08-09	ACTUAL FY 09-10	ADOPTED FY 10-11	APPROVED FY 11-12
REVENUES					
125-14-002	FEDERAL GRANTS	<u>11,343,730</u>	<u>13,321,888</u>	<u>16,799,332</u>	<u>9,257,092</u>
	TOTAL REVENUES	<u>11,343,730</u>	<u>13,321,888</u>	<u>16,799,332</u>	<u>9,257,092</u>
EXPENDITURES					
125-14-405	OES UASI POLICE 2005	1,467	0	0	0
125-14-404	ANAHEIM 06UASI GRANT COSA	932,551	(5,858)	0	0
125-14-486	CALEMA 07UASI GRANT COSA	2,382,596	3,645,164	0	0
125-14-400	CALEMA 07UASI GRANT SUBR	682,176	3,914,528	0	0
125-14-487	CALEMA PSIC GRANT COSA	439,110	34,803	96,998	0
125-14-485	CALEMA PSIC GRANT SUBR	1,352,151	6,297,715	4,718,264	0
125-14-488	CALEMA IECGP GRANT COSA	1,564	1,400,450	3,008,079	0
125-14-489	CALEMA 08 HSGP COPLINK COSA	4,105,043	67,568	7,389	0
125-14-490	ANAHEIM 08UASI GRANT COSA	184	656,966	3,342,850	0
125-14-407	CALEMA 09UASI GRANT COSA	0	92,676	2,232,005	3,506,848
125-14-408	CALEMA 09UASI GRANT SUBR	0	58,511	2,000,000	2,328,400
125-14-491	ANAHEIM 10UASI GRANT COSA	0	0	0	3,421,844
	TOTAL EXPENDITURES	<u>9,896,842</u>	<u>16,162,523</u>	<u>15,405,585</u>	<u>9,257,092</u>
Class Code	AUTHORIZED PERSONNEL	ADOPTED FY 10-11		APPROVED FY 11-12	
		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	2.50		2.50	
	3080 Fire Captain	0.25		0.50	
	1200 Management Analyst	1.00		1.00	
	2794 Dare Officer		0.00		1.00
	9770 Administrative Aide		1.00		0.00
	TOTAL	<u>7.00</u>	<u>1.00</u>	<u>7.25</u>	<u>1.00</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 08-09	ACTUAL FY 09-10	ADOPTED FY 10-11	APPROVED FY 11-12	
61040	Salaries Overtime	<u>1,467</u>	<u>0</u>	<u>0</u>	<u>0</u>	
	SUBTOTAL PERSONNEL	1,467	0	0	0	

SPECIAL REVENUE FUNDS

POLICE DEPARTMENT					FUND	125
UASI - Urban Areas Security Initiative Grant 2006					Activity	14-404
Object Code	LINE ITEM RESOURCES	ACTUAL FY 08-09	ACTUAL FY 09-10	ADOPTED FY 10-11	APPROVED FY 11-12	
61040	Salaries Overtime	<u>510</u>	<u>0</u>	<u>0</u>	<u>0</u>	
	SUBTOTAL PERSONNEL	510	0	0	0	
62300	Contract Svcs-Professional	<u>40,630</u>	<u>0</u>	<u>0</u>	<u>0</u>	
	SUBTOTAL CONTRACTUAL	40,630	0	0	0	
63001	Miscellaneous Operating Expenses	<u>0</u>	<u>(31)</u>	<u>0</u>	<u>0</u>	
	SUBTOTAL COMMODITIES		(31)	0	0	
66400	Machinery & Equipment	797,661	(5,827)	0	0	
66510	Computer Software	<u>93,750</u>	<u>0</u>	<u>0</u>	<u>0</u>	
	SUBTOTAL CAPITAL	891,411	(5,827)	0	0	
	TOTAL	<u><u>932,551</u></u>	<u><u>(5,858)</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 08-09	ACTUAL FY 09-10	ADOPTED FY 10-11	APPROVED FY 11-12
61000	Salaries Regular	548,349	168,541	0	0
61020	Salaries Part-Time	12,840	3,088	0	0
61040	Salaries Overtime	35,396	77,038	0	0
61100	Retirement-Employer Contrib.	115,370	37,106	0	0
61120	Medicare Insurance	8,644	2,584	0	0
61130	Health Insurance	61,303	20,022	0	0
61170	Retiree Health Benefits	6,042	885	0	0
61180	Worker Compensation Insurance	50,217	20,879	0	0
62302	Contracted Vendor Personnel Services	<u>(336)</u>	<u>0</u>	<u>0</u>	<u>0</u>
	SUBTOTAL PERSONNEL	837,825	330,143	0	0
62010	Communications	9,072	0	0	0
62120	Training, Transpo, Meeting	38,264	69,261	0	0
62300	Contract Svcs-Professional	<u>1,157,012</u>	<u>499,202</u>	<u>0</u>	<u>0</u>
	SUBTOTAL CONTRACTUAL	1,204,348	568,463	0	0
63001	Miscellaneous Operating Expenses	<u>1,709</u>	<u>65,198</u>	<u>0</u>	<u>0</u>
	SUBTOTAL COMMODITIES	1,709	65,198	0	0
66400	Machinery & Equipment	<u>338,715</u>	<u>2,681,360</u>	<u>0</u>	<u>0</u>
	SUBTOTAL CAPITAL	338,715	2,681,360	0	0
69140	Payments to Districts	<u>682,176</u>	<u>3,914,528</u>	<u>0</u>	<u>0</u>
	SUBTOTAL MISCELLANEOUS	682,176	3,914,528	0	0
	TOTAL	<u><u>3,064,772</u></u>	<u><u>7,559,692</u></u>	<u><u>0</u></u>	<u><u>0</u></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 08-09	ACTUAL FY 09-10	ADOPTED FY 10-11	APPROVED FY 11-12	
61000	Salaries Regular	40,770	25,273	42,756	0	0
61020	Salaries Part-Time	354	94	0	0	0
61040	Salaries Overtime	3,564	738	4,991	0	0
61100	Retirement-Employer Contrib.	6,717	3,424	7,523	0	0
61120	Medicare Insurance	630	403	700	0	0
61130	Health Insurance	4,115	2,665	4,712	0	0
61170	Retiree Health Benefits	372	233	260	0	0
61180	Worker Compensation Insurance	<u>2,548</u>	<u>1,263</u>	<u>3,139</u>	<u>0</u>	<u>0</u>
	SUBTOTAL PERSONNEL	59,070	34,093	64,082	0	0
63001	Miscellaneous Operating Expenses	<u>0</u>	<u>710</u>	<u>32,916</u>	<u>0</u>	<u>0</u>
	SUBTOTAL COMMODITIES	0	710	32,916	0	0
66400	Machinery & Equipment	<u>380,040</u>	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>
	SUBTOTAL CAPITAL	380,040	0	0	0	0
69140	Payment to Districts	<u>1,352,151</u>	<u>6,297,715</u>	<u>4,718,264</u>	<u>0</u>	<u>0</u>
	SUBTOTAL MISCELLANEOUS	1,352,151	6,297,715	4,718,264	0	0
	TOTAL	<u><u>1,791,261</u></u>	<u><u>6,332,518</u></u>	<u><u>4,815,262</u></u>	<u><u>0</u></u>	<u><u>0</u></u>
Class Code	AUTHORIZED PERSONNEL	ADOPTED FY 10-11		APPROVED FY 11-12		
		Full Time	Part Time	Full Time	Part Time	
3200	Police Officer	<u>0.50</u>	<u> </u>	<u>0.00</u>	<u> </u>	
	TOTAL	<u><u>0.50</u></u>	<u><u>0.00</u></u>	<u><u>0.00</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 08-09	ACTUAL FY 09-10	ADOPTED FY 10-11	APPROVED FY 11-12	
61000	Salaries Regular	1,076	10,483	27,043	0	
61040	Salaries Overtime	0	2,836	8,066	0	
61100	Retirement-Employer Contrib.	245	1,528	3,022	0	
61120	Medicare Insurance	19	169	373	0	
61130	Health Insurance	114	1,115	2,990	0	
61170	Retiree Health Benefits	0	0	720	0	
61180	Worker Compensation Insurance	110	597	1,048	0	
	SUBTOTAL PERSONNEL	<u>1,564</u>	<u>16,728</u>	<u>43,262</u>	0	
63001	Miscellaneous Operating Expenses	0	1,105	15,000	0	
	SUBTOTAL COMMODITIES	0	1,105	15,000	0	
62120	Training, Transportation, Meeting	0	0	10,000		
62300	Contract Svcs-Professional	0	1,382,617	2,939,817	0	
	SUBTOTAL CONTRACTUAL	0	1,382,617	2,949,817	0	
	TOTAL	<u><u>1,564</u></u>	<u><u>1,400,450</u></u>	<u><u>3,008,079</u></u>	<u><u>0</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 08-09	ACTUAL FY 09-10	ADOPTED FY 10-11	APPROVED FY 11-12	
61000	Salaries Regular	6,900	53,057	5,847	0	
61020	Salaries Part-Time	0	32	0	0	
61100	Retirement-Employer Contrib.	1,934	6,002	736	0	
61110	Part-Time Retirement	0	1	0	0	
61120	Medicare Insurance	114	244	43	0	
61130	Health Insurance	820	4,670	490	0	
61170	Retiree Health Benefits	0	1,774	0	0	
61180	Worker Compensation Insurance	<u>775</u>	<u>1,787</u>	<u>273</u>	<u>0</u>	
	SUBTOTAL PERSONNEL	10,543	67,568	7,389	0	
62300	Contract Svcs-Professional	<u>4,094,500</u>	<u>0</u>	<u>0</u>	<u>0</u>	
	SUBTOTAL CONTRACTUAL	4,094,500	0	0	0	
	TOTAL	<u><u>4,105,043</u></u>	<u><u>67,568</u></u>	<u><u>7,389</u></u>	<u><u>0</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 08-09	ACTUAL FY 09-10	ADOPTED FY 10-11	APPROVED FY 11-12	
61000	Salaries Regular	0	344,558	330,339	0	
61020	Salaries Part-Time	0	7,443	0	0	
61040	Salaries Overtime	0	67,949	139,882	0	
61100	Retirement-Employer Contrib.	0	59,600	61,648	0	
61110	Part-Time Retirement	0	10	0	0	
61120	Medicare Insurance	0	4,904	4,561	0	
61130	Health Insurance	0	38,078	37,686	0	
61170	Retiree Health Benefits	0	2,862	1,384	0	
61180	Worker Compensation Insurance	0	24,204	26,182	0	
	SUBTOTAL PERSONNEL	0	549,608	601,682	0	
62010	Communications	184	2,038	0	0	
62120	Training, Transpo, Meeting	0	67,272	200,000	0	
62300	Contract Svcs-Professional	0	37,594	500,000	0	
	SUBTOTAL CONTRACTUAL	184	106,904	700,000	0	
63000	Office Supplies	0	24	0	0	
63001	Miscellaneous Operating Expenses	0	430	500,000	0	
	SUBTOTAL COMMODITIES	0	454	500,000	0	
66400	Machinery & Equipment	0	0	1,541,168	0	
	SUBTOTAL CAPITAL	0	0	1,541,168	0	
	TOTAL	<u>184</u>	<u>656,966</u>	<u>3,342,850</u>	<u>0</u>	

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 08-09	ACTUAL FY 09-10	ADOPTED FY 10-11	APPROVED FY 11-12	
61000	Salaries Regular	0	56,613	348,090	705,497	
61020	Salaries Part-Time	0	0	10,000	10,000	
61040	Salaries Overtime	0	2,537	15,000	30,000	
61100	Retirement-Employer Contrib.	0	10,002	73,777	169,876	
61120	Medicare Insurance	0	822	4,890	9,304	
61130	Health Insurance	0	5,928	38,645	81,659	
61170	Retiree Health Benefits	0	0	249	6,837	
61180	Worker Compensation Insurance	0	4,121	25,354	53,675	
	SUBTOTAL PERSONNEL	0	80,023	516,005	1,066,848	
62010	Communications	0	1,246	10,000	5,000	
62120	Training, Transpo, Meeting	0	114	100,000	50,000	
62300	Contract Svcs-Professional	0	0	1,000,000	1,000,000	
	SUBTOTAL CONTRACTUAL	0	1,360	1,110,000	1,055,000	
63001	Miscellaneous Operating Expenses	0	11,293	6,000	125,000	
	SUBTOTAL COMMODITIES	0	11,293	6,000	125,000	
66400	Machinery & Equipment	0	0	600,000	1,260,000	
	SUBTOTAL CAPITAL	0	0	600,000	1,260,000	
69140	Payments to Districts	0	58,511	2,000,000	2,328,400	
	SUBTOTAL MISCELLANEOUS	0	58,511	2,000,000	2,328,400	
	TOTAL	0	151,187	4,232,005	5,835,248	
Class Code	AUTHORIZED PERSONNEL	ADOPTED FY 10-11		APPROVED FY 11-12		
		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	0.25		0.50		
1200	Management Analyst	1.00		1.00		
2794	Dare Officer		0.00		1.00	
9770	Administrative Aide		1.00		0.00	
	TOTAL	6.50	1.00	7.25	1.00	

SPECIAL REVENUE FUNDS

POLICE DEPARTMENT					FUND	125
UASI - Urban Area Security Initiative Grant 2010					Activity	14-491
Object Code	LINE ITEM RESOURCES	ACTUAL FY 08-09	ACTUAL FY 09-10	ADOPTED FY 10-11	APPROVED FY 11-12	
61000	Salaries Regular	0	0	0	818,833	
61040	Salaries Overtime	0	0	0	231,201	
61100	Retirement-Employer Contrib.	0	0	0	203,865	
61120	Medicare Insurance	0	0	0	11,872	
61130	Health Insurance	0	0	0	101,130	
61170	Retiree Health Benefits	0	0	0	7,031	
61180	Worker Compensation Insurance	0	0	0	62,127	
	SUBTOTAL PERSONNEL	0	0	0	1,436,059	
62010	Communications	0	0	0	2,500	
62120	Training, Transpo, Meeting	0	0	0	46,094	
62300	Contract Svcs-Professional	0	0	0	920,000	
	SUBTOTAL CONTRACTUAL	0	0	0	968,594	
63001	Miscellaneous Operating Expenses	0	0	0	17,191	
	SUBTOTAL COMMODITIES	0	0	0	17,191	
66400	Machinery & Equipment	0	0	0	1,000,000	
	SUBTOTAL CAPITAL	0	0	0	1,000,000	
	TOTAL	0	0	0	3,421,844	

**SPECIAL REVENUE FUNDS
RESOURCE SUMMARY**

VARIOUS		ACCOUNT UNIT 14615			
Fire Department Emergency Grants		Activity Various			
Object Code	LINE ITEM RESOURCES	ACTUAL FY 08-09	ACTUAL FY 09-10	ADOPTED FY 10-11	APPROVED FY 11-12
REVENUES					
50001	Balance from Prior Year	(145,091)	0	0	354,510
52000	Federal Grant-Direct	282,212	458,303	0	0
52001	Federal Grant-Indirect	127,860	32,616	0	0
	TOTAL REVENUES	----- 264,981 =====	----- 490,919 =====	----- 0 =====	----- 354,510 =====
EXPENDITURES					
14615362	Emergency Management Performance Grant	25,134	25,140	0	38,108
07413250	Metropolitan Medical Response Systems Grant	245,952	131,326	0	316,402
	TOTAL EXPENDITURES	----- 271,085 =====	----- 156,466 =====	----- 0 =====	----- 354,510 =====
Class Code	AUTHORIZED PERSONNEL	ADOPTED FY 10-11		APPROVED FY 11-12	
		Full Time	Part Time	Full Time	Part Time
	TOTAL	----- 0.00 =====	----- 0.00 =====	----- 0.00 =====	----- 0.00 =====

SPECIAL REVENUE FUND

FIRE DEPARTMENT Emergency Management Performance Grants - EMPG	PROGRAM 14615362
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Statement of Purpose

To assist local governments in enhancing and sustaining their all-hazards emergency management capabilities

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 OHS EMPG Grant (all years)		Accounting Unit 14615362			
Object Code	LINE ITEM RESOURCES	ACTUAL FY 08-09	ACTUAL FY 09-10	ADOPTED FY 10-11	APPROVED FY 11-12
61000	Salaries Regular	9,926	0	0	25,643
61100	Retirement-Employer Contrib	2,194	0	0	7,031
61130	Health Insurance	1,040	0	0	2,271
61180	Worker Compensation Insurance	<u>1,374</u>	<u>0</u>	<u>0</u>	<u>3,163</u>
	SUBTOTAL PERSONNEL	14,534	0	0	38,108
62300	Contract Svs-Professional	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>
	SUBTOTAL CONTRACTUAL	0	0	0	0
63001	Mics Office Expenses	<u>10,134</u>	<u>25,140</u>	<u>0</u>	<u>0</u>
	SUBTOTAL COMMODITIES	10,134	25,140	0	0
65400	Indirect Costs	<u>467</u>	<u>0</u>	<u>0</u>	<u>0</u>
	SUBTOTAL FIXED CHARGES	467	0	0	0
	TOTAL	<u><u>25,134</u></u>	<u><u>25,140</u></u>	<u><u>0</u></u>	<u><u>38,108</u></u>
Class Code	AUTHORIZED PERSONNEL	ADOPTED FY 10-11		APPROVED FY 11-12	
		Full Time	Part Time	Full Time	Part Time

SPECIAL REVENUE FUND

FIRE DEPARTMENT Metropolitan Medical Response System Grants	PROGRAM 14615364
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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 08-09	ACTUAL FY 09-10	ADOPTED FY 10-11	APPROVED FY 11-12
61000	Salaries Regular	30,916	0	0	0
61020	Salaries Part-time	0	0	0	15,107
61040	Salaries Overtime	22,533	9,291	0	0
61100	Retirement-Employer Contrib	5,927	0	0	0
61110	Part time Retirement	0	0	0	567
61120	Medicare Insurance	351	0	0	219
61130	Health Insurance	2,868	0	0	0
61170	Retiree Health Benefits	526	0	0	0
61180	Worker Compensation Insurance	3,242	899	0	157
	SUBTOTAL PERSONNEL	66,363	10,190	0	16,050
62120	Training, Transpo, Meeting	4,465	12,005	0	0
62300	Contract Svs-Professional	0	0	0	0
	SUBTOTAL CONTRACTUAL	4,465	12,005	0	0
63001	Mics Office Expenses	174,065	109,131	0	300,352
63100	Uniforms & Tools	0	0	0	0
	SUBTOTAL COMMODITIES	174,065	109,131	0	300,352
65400	Indirect Costs	137	0	0	0
	SUBTOTAL FIXED CHARGES	137	0	0	0
66400	Machinery & Equipment	0	0	0	0
66510	Computer Software	921	0	0	0
	SUBTOTAL CAPITAL	921	0	0	0
	TOTAL	<u>245,952</u>	<u>131,326</u>	<u>0</u>	<u>316,402</u>
Class Code	AUTHORIZED PERSONNEL	ADOPTED FY 10-11		APPROVED FY 11-12	
		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		ACCOUNT FUND			
Public Library Fund Grant		15211150			
Object Code	LINE ITEM RESOURCES	ACTUAL FY 08-09	ACTUAL FY 09-10	ADOPTED FY 10-11	APPROVED FY 11-12
REVENUES					
50001	Prior Year Balance	0	0	0	193,024
52025	State Grant Direct	120,254	126,607	125,972	119,636
	TOTAL REVENUES	<u>120,254</u>	<u>126,607</u>	<u>125,972</u>	<u>312,660</u>
EXPENDITURES					
62140	Membership, Subscription And Dues	0	29,213	43,544	43,544
62300	Contract Services-Professional	(47,144)	0	0	0
63001	Misc Office Expense	2,713	49	0	0
66200	Building Improvements	144,639	0	0	0
66220	IMP Other Than Bld	5,511	0	0	0
66600	Books Records Video	36,262	188,703	269,116	269,116
	TOTAL EXPENDITURES	<u>141,981</u>	<u>217,965</u>	<u>312,660</u>	<u>312,660</u>
Class Code	AUTHORIZED PERSONNEL	ADOPTED FY 10-11		APPROVED FY 11-12	
		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 08-09	ACTUAL FY 09-10	ADOPTED FY 10-11	APPROVED FY 11-12
REVENUES					
50001	Prior Year Balance	0	0	0	0
52001	Federal Grant-Indirect	0	28,857	0	0
52025	State Grant-Direct	0	1,873,220	0	0
52040	OCTA Sr. Mobility	0	0	0	167,850
52040	OCTA-Transport Vietnam Sr	59,405		67,435	71,848
52040	Grant-Other	147,860	219,820	167,850	0
58000	Earnings on Investments	0	1,110	0	0
	TOTAL REVENUES	<u>207,265</u>	<u>2,123,007</u>	<u>235,285</u>	<u>239,698</u>
EXPENDITURES					
16913201	OCTA-VNCOC Sr. Mobility Program	59,404	63,003	67,435	71,848
16913202	OCTA Sr. Mobility Program	147,860	155,890	167,850	167,850
16913203	The Wildlands Conservancy	25,682	20,259	0	0
16913207	FACT Program FY 2008	410	0	0	0
16913208	FACT Program FY 2009	27,172	178	0	0
16913211	FACT Program FY 2010	0	29,213	0	0
16913262	Habitat Conservation Fund	144,822	(10,389)	0	0
16913263	California State Park Bond	695,093	1,792,079	0	0
	TOTAL EXPENDITURES	<u>1,100,443</u>	<u>2,050,233</u>	<u>235,285</u>	<u>239,698</u>
Class Code	AUTHORIZED PERSONNEL	ADOPTED FY 10-11		APPROVED FY 11-12	
		Full Time	Part Time	Full Time	Part Time
16913202	OCTA Senior Mobility		14.00		14.00
	TOTAL	<u>0.00</u>	<u>14.00</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

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.

Object Code	LINE ITEM RESOURCES	ACTUAL FY 08-09	ACTUAL FY 09-10	ADOPTED FY 10-11	APPROVED FY 11-12
62300	Contract Services-Professional	59,404	63,003	67,435	71,848
	SUBTOTAL CONTRACTUAL	59,404	63,003	67,435	71,848
	TOTAL	<u>59,404</u>	<u>63,003</u>	<u>67,435</u>	<u>71,848</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 09-10 and FY 2010-11				
<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 2011-12				
<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 08-09	FY 09-10	FY 10-11	FY 11-12
Service Level Number of clients served	32,000	35,000	36,000	36,000

SPECIAL REVENUE FUNDS

PARKS, RECREATION & COMMUNITY SERVICES		ACCOUNT UNIT			
OCTA Senior Mobility Program		16913202			
Object Code	LINE ITEM RESOURCES	ACTUAL FY 08-09	ACTUAL FY 09-10	ADOPTED FY 10-11	APPROVED FY 11-12
61000	Salaries Regular	0	0	0	0
61020	Salaries Part-Time	118,909	120,452	144,600	142,605
61100	Retirement-Employer Contribution	133	0	0	0
61110	Part-Time Retirement	0	3,722	5,425	5,345
61120	Medicare Insurance	1,670	1,735	2,095	2,065
61180	Worker Compensation Insurance	3,409	3,543	4,280	4,225
	SUBTOTAL PERSONNEL	----- 124,122	----- 129,452	----- 156,400	----- 154,240
62300	Contract Services-Professional	7,698	14,271	340	2,000
	SUBTOTAL CONTRACTUAL	----- 7,698	----- 14,271	----- 340	----- 2,000
63001	Misc Office Expenses	126	1,557	500	1,000
	SUBTOTAL COMMODITIES	----- 126	----- 1,557	----- 500	----- 1,000
65010	Rental City Equipment	15,915	10,610	10,610	10,610
	SUBTOTAL FIXED CHARGES	----- 15,915	----- 10,610	----- 10,610	----- 10,610
	TOTAL	=====	=====	=====	=====
Class Code	AUTHORIZED PERSONNEL	APPROVED FY 10-11		APPROVED FY 11-12	
		Full Time	Part Time	Full Time	Part Time
8160	Program Coordinator		2.00		2.00
9400	Senior Program Leader		8.00		8.00
9360	Program Leader II		4.00		4.00
	TOTAL	----- 0.00	----- 14.00	----- 0.00	----- 14.00
		=====	=====	=====	=====

ENTERPRISE FUNDS SUMMARY

DEPARTMENT/ UNIT	Aactual FY 09-10	Adopted FY 10-11	Approved FY 11-12	FY 10-11 Positions	FY 11-12 Positions	% of Total	<i>Increase (Decrease) Over Prior Year</i>	
							10-11 to 11-12 in \$	in %
REVENUES								
27 Parking Meter Fund	4,319,744	3,592,250	3,982,000			4.6%	389,750	10.8%
56 Sanitary Sewer Services	4,847,697	5,024,500	4,881,500			5.7%	(143,000)	-2.8%
57 Federal Clean Water Protection	2,481,783	2,595,570	2,607,700			3.0%	12,130	0.5%
60-66 Water Enterprise	48,865,963	50,599,830	49,095,685			57.1%	(1,504,145)	-3.0%
67 The Depot	1,188,554	1,088,695	992,860			1.2%	(95,835)	-8.8%
68 Sanitation Enterprise	7,965,979	7,995,000	7,950,000			9.2%	(45,000)	-0.6%
69 Refuse Collection Enterprise	15,000,428	15,414,320	16,493,625			19.2%	1,079,305	7.0%
Revenue Grand Total	84,670,149	86,310,165	86,003,370			100.0%	(306,795)	-0.4%
EXPENDITURES BY DEPARTMENT								
Public Works Agency								
<i>Sanitary Sewer Services</i>								
05617640 Sewer Services	3,781,193	5,024,500	6,954,800	14.70	14.70	7.6%	1,930,300	38.4%
<i>Sub-Total</i>	3,781,193	5,024,500	6,954,800	14.70	14.70	7.6%	1,930,300	38.4%
<i>Federal Clean Water Protection Enterprise</i>								
05717640 Federal Clean Water Protection	2,183,859	3,356,080	3,183,500	7.75	4.95	3.5%	(172,580)	-5.1%
<i>Sub-Total</i>	2,183,859	3,356,080	3,183,500	7.75	4.95	3.5%	(172,580)	-5.1%
<i>Water Enterprise</i>								
06017020 Water Revenue Bond - Debt Service	1,518,169	1,517,655	1,519,470	0.00	0.00	1.7%	1,815	0.1%
06017020 Utility Loan Repayment	199,870	199,870	202,870	0.00	0.00	0.2%	3,000	1.5%
06017640 Water Production & Supply	21,652,111	24,304,060	23,666,110	8.00	8.00	25.7%	(637,950)	-2.6%
06017641 Water Systems Maintenance	3,445,315	3,879,800	3,753,295	11.00	13.00	4.1%	(126,505)	-3.3%
06017642 Water - Miscellaneous Expenses	12,090,965	12,820,150	12,691,150	0.00	0.00	13.8%	(129,000)	-1.0%
06417644 Water Quality & Measurement	1,418,333	2,142,405	2,386,460	7.30	8.30	2.6%	244,055	11.4%
06017645 Water Administration & Engineering	3,938,143	4,034,295	3,868,930	5.25	5.25	4.2%	(165,365)	-4.1%
06617647 Water Capital Construction	2,005,228	4,790,685	1,175,180	0.00	0.00	1.3%	(3,615,505)	-75.5%
<i>Sub-Total</i>	46,268,134	53,688,920	49,263,465	31.55	34.55	53.5%	(4,425,455)	-8.2%
<i>The Depot</i>								
06717650 The Depot	991,417	1,240,420	1,389,730	0.00	0.00	1.5%	149,310	12.0%
<i>Sub-Total</i>	991,417	1,240,420	1,389,730	0.00	0.00	1.5%	149,310	12.0%
<i>Sanitation Enterprise</i>								
06817640 Environmental Sanitation	313,782	373,030	1,110,035	1.50	5.50	1.2%	737,005	197.6%
06817641 Roadway Cleaning	3,146,098	4,310,005	4,314,920	20.00	22.00	4.7%	4,915	0.1%
06817642 Graffiti Abatement	2,381,710	2,581,640	1,539,085	7.00	1.00	1.7%	(1,042,555)	-40.4%
06817643 Street Trees	2,215,182	2,631,955	2,797,050	11.00	13.00	3.0%	165,095	6.3%
<i>Sub-Total</i>	8,056,772	9,896,630	9,761,090	39.50	41.50	10.6%	(135,540)	-1.4%
<i>Refuse Collection Enterprise</i>								
06917640 Refuse Collection	16,715,842	15,453,530	17,468,625	3.00	3.00	19.0%	2,015,095	13.0%
<i>Sub-Total</i>	16,715,842	15,453,530	17,468,625	3.00	3.00	19.0%	2,015,095	13.0%
Public Works Total	77,997,217	88,660,080	88,021,210	96.50	98.70	95.7%	(638,870)	-0.7%
Community Development Agency								
02718860 Parking Meter Fund	1,020,391	1,165,495	1,383,600	7.25	7.25	1.5%	218,105	18.7%
02718861 Downtown Parking Facilities	1,026,198	987,490	1,047,885	0.00	0.10	1.1%	60,395	6.1%
02718020 Debt Service	450,909	1,439,265	1,550,515	0.00	0.00	1.7%	111,250	7.7%
Community Dev. Agency Total	2,497,498	3,592,250	3,982,000	7.25	7.35	4.3%	389,750	10.8%
Expenditure Grand Total	80,494,715	92,252,330	92,003,210	103.75	106.05	100.0%	(249,120)	-0.3%
ENTERPRISE FUNDS PERSONNEL								
Number of Positions	109.06	103.75	106.05				2.30	2.2%
as % of Total City Workforce	6.7%	6.9%	7.0%					

Note: Includes Interfund Transfers

**ENTERPRISE FUNDS
RESOURCE SUMMARY**

Parking Enterprise - CDA

ACTIVITIES		ACTUAL FY 08-09	ACTUAL FY 09-10	ADOPTED FY 10-11	APPROVED FY 11-12
REVENUES					
55000	Parking Violation Revenue	584,069	579,736	400,000	400,000
	SUBTOTAL RENTAL INCOME	584,069	579,736	400,000	400,000
53804	Parking Meter Revenue	1,084,063	1,033,411	1,000,000	950,000
	SUBTOTAL RENTAL GOV. ENTITIES	1,084,063	1,033,411	1,000,000	950,000
53800	Parking Fees-Surface Lots	1,140,719	1,138,587	1,050,000	1,000,000
57000	Expense Reimbursement	7,458	10,499	3,500	1,000
57990	Miscellaneous Income	1,243	1,123	0	1,000
58000	Earnings on Investments	60,776	32,333	60,000	30,000
58003	Investment Income - Debt Serv	35	0	0	0
59000-011	Lease Income from Fund 11	1,447,425	1,524,055	1,078,750	1,600,000
	SUBTOTAL MISCELLANEOUS	2,657,656	2,706,597	2,192,250	2,632,000
	TOTAL REVENUES	4,325,788	4,319,744	3,592,250	3,982,000
EXPENDITURES					
02718860	Parking Meter Fund	1,077,772	1,020,391	1,165,495	1,383,600
02718861	Downtown Parking Facilities	902,501	1,026,198	987,490	1,047,885
02718020	Debt Service	1,247,606	450,909	1,439,265	1,550,515
	TOTAL EXPENDITURES	3,227,879	2,497,498	3,592,250	3,982,000
OPERATING EXPENSE					
61000	Personnel	617,295	642,467	676,205	678,015
62000	Contractual	1,140,958	1,101,541	1,266,310	1,264,735
63000	Commodities	16,855	25,536	28,000	47,495
65000	Fixed Charges	188,200	177,691	162,470	161,240
66000	Capital	20,058	101,760	25,000	284,000
67000	Debt Service-Interest	439,513	448,503	379,265	326,515
	TOTAL	2,422,879	2,497,498	2,537,250	2,762,000
67300	Bond Principal (Principal Paid)	805,000	0	1,055,000	1,220,000
Class Code	AUTHORIZED PERSONNEL	ADOPTED FY 10-11		APPROVED FY 11-12	
		Full Time	Part Time	Full Time	Part Time
0150	Senior Community Dev. Analyst	0.25		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	
1720	Management Analyst	0.00		0.10	
	TOTAL	7.25		7.35	

ENTERPRISE FUNDS

PARKING ENTERPRISE - CDA	PROGRAM			
Parking Meter & Facilities				
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 services.</p>				
Accomplishments in FY 09-10 & FY 10-11				
<ul style="list-style-type: none"> * Replace substandard meter housings. * Replace damaged/missing parking meter housings. * 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. 				
Action Plan for FY 2011-12				
<ul style="list-style-type: none"> * Implement a trial program for new IPS Smart Meters to allow for the utilization of credit cards. * Replace collection vehicles. * Replace damaged parking meter housings. 				
PERFORMANCE MEASURES	Actual	Actual	Estimated	Objective
	FY 08-09	FY 09-10	FY 10-11	FY 11-12
Service Level				
No. of parking meters maintained	1,400	1,428	1,428	1,280
No. of meters maintained per technician	476	476	476	427
Efficiency				
Annual revenue collected per meter	\$756	\$700	\$700	\$760
Meter revenue collected per technician	\$360,000	\$333,333	\$333,333	\$325,166
Effectiveness				
Annual meter revenue collection	\$1,080,000	\$1,000,000	\$1,000,000	\$975,500
Annual violation revenue generated	\$584,069	\$400,000	\$400,000	\$350,000

ENTERPRISE FUNDS

PARKING ENTERPRISE - CDA		ACCOUNT UNIT			
Parking Meter		02718860			
Account Code	LINE ITEM RESOURCES	ACTUAL FY 08-09	ACTUAL FY 09-10	ADOPTED FY 10-11	APPROVED FY 11-12
61000	Salaries Regular	453,433	460,047	479,820	460,960
61040	Salaries Overtime	7,531	5,017	8,000	8,000
61100	Retirement-Employer Contribution	26,788	30,777	40,305	45,405
61120	Medicare Insurance	6,170	6,430	6,955	6,685
61130	Health Insurance	104,277	109,530	118,975	129,195
61170	Retiree Health Benefits	5,169	17,096	8,395	4,155
61180	Worker Compensation Insurance	13,927	13,570	13,755	13,220
	SUBTOTAL PERSONNEL	617,295	642,467	676,205	667,620
62000	Utilities	347	1,816	1,000	1,800
62010	Communications	4,183	4,469	3,000	4,200
62012	Cellular Phone Charges	2,129	2,337	2,500	2,500
62120	Training, Transportation, Meeting	0	0	2,500	2,000
62140	Membership, Subscription and Dues	0	0	1,000	0
62200	Advertising	0	0	0	1,000
62300	Contract Services-Professional	172,759	91,767	193,305	183,315
62301	Contract Services-Construction	0	(53)	0	0
62320	M & R Buildings & Ground	0	0	5,000	0
62322	M & R Machinery & Equipment	1,181	726	42,500	4,700
62500	Rent Payments	67,585	76,834	35,835	36,550
	SUBTOTAL CONTRACTUAL	248,184	177,896	286,640	236,065
63001	Misc. Office Expenses	16,855	25,536	28,000	47,495
	SUBTOTAL COMMODITIES	16,855	25,536	28,000	47,495
65010	Rental City Equipment	33,140	33,135	25,560	25,560
65050	IS Strategic Plan	35,615	35,615	35,615	35,615
65205	Internal Departments Personnel Charges	13,845	13,850	13,850	13,850
65220	Treasury Services Charges	12,890	12,685	12,685	12,685
65230	Hearing Officer Charges	6,040	6,040	6,040	6,040
65400	Indirect Costs	73,850	63,546	55,900	54,670
	SUBTOTAL FIXED CHARGES	175,380	164,871	149,650	148,420
66400	Machinery & Equipment	20,058	9,621	25,000	284,000
	SUBTOTAL CAPITAL	20,058	9,621	25,000	284,000
	TOTAL	1,077,772	1,020,391	1,165,495	1,383,600

Class Code	AUTHORIZED PERSONNEL	ADOPTED FY 10-11		APPROVED FY 11-12	
		Full Time		Full Time	
7584	Senior Community Development Analyst	0.25		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	
	TOTAL	7.25		7.25	

ENTERPRISE FUNDS

PARKING ENTERPRISE - CDA		ACCOUNT UNIT			
Parking Facilities		02718861			
Account Code	LINE ITEM RESOURCES	ACTUAL FY 08-09	ACTUAL FY 09-10	ADOPTED FY 10-11	APPROVED FY 11-12
61000	Salaries Regular	0	0	0	8,690
61040	Salaries Overtime	0	0	0	0
61100	Retirement-Employer Contribution	0	0	0	960
61120	Medicare Insurance	0	0	0	125
61130	Health Insurance	0	0	0	380
61170	Retiree Health Benefits	0	0	0	150
61180	Worker Compensation Insurance	0	0	0	90
	SUBTOTAL PERSONNEL	<u>0</u>	<u>0</u>	<u>0</u>	<u>10,395</u>
62300	Contract Services-Professional	<u>889,681</u>	<u>921,239</u>	<u>974,670</u>	<u>1,024,670</u>
	SUBTOTAL CONTRACTUAL	<u>889,681</u>	<u>921,239</u>	<u>974,670</u>	<u>1,024,670</u>
65100	Insurance Charges	<u>12,820</u>	<u>12,820</u>	<u>12,820</u>	<u>12,820</u>
	SUBTOTAL FIXED CHARGES	<u>12,820</u>	<u>12,820</u>	<u>12,820</u>	<u>12,820</u>
66200	Building Improvement	0	9,651	0	0
66220	Improvements Other Than Building	0	45,659	0	0
66400	Machinery & Equipment	0	36,829	0	0
	SUBTOTAL CAPITAL	<u>0</u>	<u>92,139</u>	<u>0</u>	<u>0</u>
	TOTAL	<u><u>902,501</u></u>	<u><u>1,026,198</u></u>	<u><u>987,490</u></u>	<u><u>1,047,885</u></u>
Class Code	AUTHORIZED PERSONNEL	ADOPTED FY 10-11		APPROVED FY 11-12	
		Full Time		Full Time	
1720	Management Analyst	<u>0.00</u>		<u>0.10</u>	
	TOTAL	<u><u>0.00</u></u>		<u><u>0.10</u></u>	

ENTERPRISE FUNDS

PARKING ENTERPRISE - CDA		ACCOUNT UNIT			
Parking Facilities (Debt Service)		02718020			
Account Code	LINE ITEM RESOURCES	ACTUAL FY 08-09	ACTUAL FY 09-10	ADOPTED FY 10-11	APPROVED FY 11-12
62401	Trustee Fees	<u>3,093</u>	<u>2,406</u>	<u>5,000</u>	<u>4,000</u>
	SUBTOTAL CONTRACTUAL	3,093	2,406	5,000	4,000
67300	Bond Principal	805,000	0	1,055,000	1,220,000
67310	Bond Interest	<u>439,513</u>	<u>448,503</u>	<u>379,265</u>	<u>326,515</u>
	SUBTOTAL DEBT SERVICE	1,244,513	448,503	1,434,265	1,546,515
	TOTAL	<u><u>1,247,606</u></u>	<u><u>450,909</u></u>	<u><u>1,439,265</u></u>	<u><u>1,550,515</u></u>

**ENTERPRISE FUND
RESOURCE SUMMARY**

SANITARY SEWER SERVICES

ACTIVITIES	ACTUAL FY 08-09	ACTUAL FY 09-10	ADOPTED FY 10-11	APPROVED FY 11-12	
REVENUES					
50001 Prior Year Carry Forward	791,780	2,063,366	0	2,073,300	
53902 Sanitary Sewer Service Charge	4,519,209	4,848,510	4,984,500	4,864,900	
57010 Miscellaneous Recoveries	2,786	998	0	0	
57993 Write Off Collections		(33,062)		0	
58000 Earning on Investment	37,907	31,252	40,000	16,600	
TOTAL REVENUES	<u>5,351,681</u>	<u>6,911,063</u>	<u>5,024,500</u>	<u>6,954,800</u>	
EXPENDITURES					
56-575 Sewer Services	2,736,759	3,781,193	5,024,500	6,954,800	
TOTAL EXPENDITURES	<u>2,736,759</u>	<u>3,781,193</u>	<u>5,024,500</u>	<u>6,954,800</u>	
OPERATING EXPENSE	ACTUAL FY 08-09	ACTUAL FY 09-10	ADOPTED FY 10-11	APPROVED FY 11-12	
61000 Personnel	1,400,762	1,405,218	1,570,580	1,592,425	
62000 Contractual	731,914	825,112	1,132,100	1,022,100	
63000 Commodities	90,206	109,097	166,000	221,000	
65000 Cross Charges	446,211	480,872	519,885	530,410	
66000 Capital	67,666	960,894	1,635,935	3,588,865	
TOTAL	<u>2,736,759</u>	<u>3,781,193</u>	<u>5,024,500</u>	<u>6,954,800</u>	
Class Code	AUTHORIZED PERSONNEL	ADOPTED FY 10-11		APPROVED FY 11-12	
		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, P/T		1.00		0.00
9240	Senior Maintenance Aide I, P/T		0.00		0.25
9260	Senior Maintenance Worker, P/T		0.00		3.00
	TOTAL	<u>14.70</u>	<u>1.00</u>	<u>14.70</u>	<u>3.25</u>

ENTERPRISE FUND

SANITATION ENTERPRISE - PWA
Sewer Services

ACCOUNTING UNIT
05617640

Statement of Purpose

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 09-10 & 10-11

FY 09-10

- * Cleaned 389 miles of sewer lines.
- * Inspected 456,000 linear feet (86 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 24,560 linear feet of sewer main.
- * Complied with all Regional Water Quality Control Board Waste Discharge Permit requirements.

FY 10-11

- * Cleaned 245 miles of sewer lines.
- * Inspected 375,000 linear feet (71 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 7,660 linear feet of sewer main.
- * Complied with all Regional Water Quality Control Board Waste Discharge Permit requirements.

Action Plan for FY 2011-12

- * Continue management of the fats, oils, and grease control program.
- * 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 program.

PERFORMANCE MEASURES	Actual	Actual	Estimated	Objective
	FY 08-09	FY 09-10	FY 10-11	FY 11-12
Service Level				
# of miles of sewer mains cleaned	450	389	245	425
# of sewer mains TV-inspected (in linear feet)	270,000	456,000	375,000	375,000
# of sewer main blockages cleared	21	22	15	10
# of sewer main laterals repaired/replaced	190	170	179	170
# of sewer main trouble spots cleaned	840	800	732	790
Linear feet of sewer main projects designed by City staff	3,500	2,225	3,345	3,500
Linear feet of sewer mains replaced/rehabilitated	3,000	24,560	7,660	4,000
% of sewer laterals repaired/rehabilitated within 10 working days	90	95	92	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 08-09	ACTUAL FY 09-10	ADOPTED FY 10-11	APPROVED FY 11-12
61000	Salaries Regular	1,020,749	978,434	1,131,025	1,049,790
61020	Salaries Part-Time	6,989	17,483	9,960	51,900
61040	Salaries Overtime	16,736	36,837	40,000	65,000
61100	Retirement-Employer Contribution	56,254	66,351	76,115	111,770
61120	Medicare Insurance	9,836	12,229	13,685	15,595
61130	Health Insurance	172,054	144,203	175,255	182,485
61170	Retiree Health Benefits	14,739	52,106	18,915	10,910
61180	Workers Compensation Insurance	103,405	97,574	105,625	104,975
	SUBTOTAL PERSONNEL	1,400,762	1,405,218	1,570,580	1,592,425
62010	Communications	1,993	1,211	2,500	2,500
62120	Training, Transportation, Meetings	1,020	739	2,000	2,000
62140	Membership, Subscription, Dues	26,593	13,141	35,500	35,500
62300	Contract Services-Professional	695,918	810,021	862,100	982,100
62302	Contracted Vendor Personnel Services	4,282	0	0	0
62322	M & R Machinery & Equipment	2,109	0	230,000	0
	SUBTOTAL CONTRACTUAL	731,914	825,112	1,132,100	1,022,100
63001	Miscellaneous Operating Expenses	90,206	109,097	166,000	221,000
	SUBTOTAL COMMODITIES	90,206	109,097	166,000	221,000
65010	Rental City Equipment	226,795	225,560	232,515	245,075
65205	Internal Departments Personnel Charges	0	8,156	0	0
65240	Public Works Administrative Charges	165,710	202,730	216,275	238,085
65400	Indirect Costs	53,706	44,427	71,095	47,250
	SUBTOTAL CROSS CHARGES	446,211	480,872	519,885	530,410
66220	Improvements Other Than Buildings	45,157	960,271	1,524,935	3,533,865
66400	Machinery & Equipment	22,510	623	111,000	55,000
	SUBTOTAL CAPITAL	67,666	960,894	1,635,935	3,588,865
	TOTAL	2,736,759	3,781,193	5,024,500	6,954,800

Class Code	AUTHORIZED PERSONNEL	ADOPTED FY 10-11		APPROVED FY 11-12	
		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, P/T		1.00		0.00
9240	Senior Maintenance Aide I, P/T		0.00		0.25
9260	Senior Maintenance Worker, P/T		0.00		3.00
	TOTAL	14.70	1.00	14.70	3.25

**ENTERPRISE FUND
RESOURCE SUMMARY**

FEDERAL CLEAN WATER PROTECTION ENTERPRISE

ACTIVITIES		ACTUAL FY 08-09	ACTUAL FY 09-10	ADOPTED FY 10-11	APPROVED FY 11-12
REVENUES					
50001	Prior Year Carry Forward	465,679	632,454	760,510	575,800
53604	NPDES - Plan Check	12,917	9,732	8,340	17,000
53617	NPDES - Site Plan Review	14,430	639	850	1,500
53621	NPDES - Building Permit	11,067	5,186	4,100	16,500
53622	NPDES - Plumbing Permit	5,486	5,441	4,570	11,900
53623	NPDES - Grading Permit	3,784	5,478	720	2,900
53708	NPDES - Sewer Lateral	3,009	1,632	1,080	3,200
53711	NPDES - Street Work Permit	16,819	38,200	38,800	47,700
53721	NPDES - Sewer	230,577	252,081	292,225	247,200
53722	NPDES - Water	1,244,311	1,332,702	1,437,235	1,373,800
53723	NPDES - Refuse Residential	134,289	136,050	139,650	151,000
53724	NPDES - Refuse Non-Residential	645,725	684,926	660,500	729,000
53727	NPDES - Surcharge	627	1,683	0	0
57000	Cost Reimbursement	0	0	0	0
57010	Miscellaneous Recoveries	200	(166)	0	0
58000	Earnings on Investments	11,424	8,198	7,500	6,000
	TOTAL REVENUES	2,800,342	3,114,237	3,356,080	3,183,500
EXPENDITURES					
05717640	Fed Clean Water Protection Enterprise	2,306,969	2,183,859	3,356,080	3,183,500
	TOTAL EXPENDITURES	2,306,969	2,183,859	3,356,080	3,183,500
OPERATING EXPENSE		ACTUAL FY 08-09	ACTUAL FY 09-10	ADOPTED FY 10-11	APPROVED FY 11-12
61000	Personnel	848,886	895,151	897,305	633,410
62000	Contractual	827,978	619,868	1,078,250	2,078,250
63000	Commodities	854	1,133	2,500	10,250
65000	Cross Charges	537,560	634,917	703,440	232,595
66000	Capital	91,691	32,790	200,200	200,200
69000	Miscellaneous Expenditures	0	0	474,385	28,795
	TOTAL	2,306,969	2,183,859	3,356,080	3,183,500
Class Code	AUTHORIZED PERSONNEL	ADOPTED FY 10-11		APPROVED FY 11-12	
		Full Time	Part Time	Full Time	Part Time
2100	Assistant Engineer II	1.05		1.05	
1040	Associate Park & Landscape Planner	0.00		0.20	
0315	Deputy City Engineer	0.25		0.25	
4250	Equipment Operator - Motor Sweeper	4.00		1.00	
3900	Parking Control Officer	1.00		1.00	
2129	Principal Civil Engineer	0.25		0.25	
2210	Sanitation Inspector II	0.50		0.50	
2131	Senior Civil Engineer	0.70		0.70	
9240	Senior Maintenance Aide I, P/T		0.00		0.25
	Total	7.75	0.00	4.95	0.25

ENTERPRISE FUND

FEDERAL CLEAN WATER PROTECTION ENTERPRISE - PWA
Federal Clean Water Protection

ACCOUNTING UNIT
05717640

Statement of Purpose

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

Accomplishments in FY 09-10 & 10-11

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 reports, consultant contracts, operational requirements for new NPDES requirements.

FY 10-11

- * Continued training City staff and contract field operations to ensure compliance with the NPDES permit.
- * Utilized videos produced with the Proposition 13 public education and outreach grants within residential and business communities to reduce storm water pollution.
- * Inspected all construction projects (public and private) at least once during the wet season.
- * Inspected all commercial/industrial sites as required by the NPDES permit.
- * Identified remaining industrial facilities without business permits and prioritize facilities into low, medium or high priority.
- * Explored grant opportunities for possible capital improvement/water quality projects.
- * Updated policy and procedure guidelines for citywide maintenance and operations compliance with NPDES requirements.
- * Applied for Tier One M2 Grant for catch basin filters.
- * Participated in the Newport Bay Watershed Committee for funding strategy for the Cienega treatment center.

Action Plan for FY 2011-12

- * Continue training City staff and contract field operations to ensure compliance with the NPDES permit.
- * Prepare a project list for potential Tier Two M2 funding.
- * Hire consultants for commercial/industrial inspection as well as construction projects.
- * 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.
- * Construct Tier One M2 funding grant project applied for in FY 10/11.
- * Research alternative compliance BMP solutions to Newport Watershed TMDL and the funding strategies.
- * Partner with the Cities of Costa Mesa and Newport Beach in finding solutions for Santa Ana Delhi Channel SE TMDL.

PERFORMANCE MEASURES	Actual	Actual	Estimated	Objective
	FY 08-09	FY 09-10	FY 10-11	FY 11-12
Service Level				
Miles of channels cleaned	4.6	4.6	4.6	4.6
# of catch basins cleaned	1,508	1,508	1,508	1,508
# of development sites inspected	50	40	40	40
# of industrial sites inspected	115	115	115	115
# of commercial sites inspected	300	300	300	300
# of meetings attended as co-permittee	25	25	25	25
# of capital improvement projects inspected	35	45	20	25

ENTERPRISE FUND

FEDERAL CLEAN WATER PROTECTION ENTERPRISE		FUND 057			
Federal Clean Water Protection		Department 17			
		Program 640			
Account Code	LINE ITEM RESOURCES	ACTUAL FY 08-09	ACTUAL FY 09-10	ADOPTED FY 10-11	APPROVED FY 11-12
61000	Salaries Regular	655,705	675,361	698,580	488,595
61020	Salaries Part-Time	0	11,459	0	2,870
61040	Salaries Overtime	3,030	2,965	5,000	0
61100	Retirement-Employer Contribution	37,201	45,423	46,565	53,345
61120	Medicare Insurance	3,366	4,499	4,985	5,190
61130	Health Insurance	96,994	83,970	84,575	60,615
61170	Retiree Health Benefits	7,961	25,024	11,405	5,345
61180	Workers Compensation Insurance	44,629	46,449	46,195	17,450
	SUBTOTAL PERSONNEL	848,886	895,151	897,305	633,410
62010	Communications	1,245	1,461	1,250	1,250
62120	Training, Transportation, Meetings	0	0	2,000	2,000
62300	Contract Services-Professional	792,939	618,408	1,075,000	2,075,000
62302	Contracted Vendor Personnel Services	33,794	0	0	0
	SUBTOTAL CONTRACTUAL	827,978	619,868	1,078,250	2,078,250
63001	Miscellaneous Operating Expenses	854	1,133	2,500	10,250
	SUBTOTAL COMMODITIES	854	1,133	2,500	10,250
65010	Rental City Equipment	452,140	452,140	486,600	20,375
65100	Insurance Charges	51,935	51,935	51,935	51,935
65205	Internal Department Personnel Charges	0	0	0	0
65240	Public Works Administrative Charges	0	101,365	122,550	140,380
65400	Indirect Costs	33,485	29,477	42,355	19,905
	SUBTOTAL CROSS CHARGES	537,560	634,917	703,440	232,595
66220	Improvements Other Than Buildings	91,691	32,790	200,000	200,000
66600	Books Records Video	0	0	200	200
	SUBTOTAL CAPITAL	91,691	32,790	200,200	200,200
69011	Reserve For Appropriation	0	0	474,385	28,795
	SUBTOTAL MISCELLANEOUS	0	0	474,385	28,795
	TOTAL	2,306,969	2,183,859	3,356,080	3,183,500

Class Code	AUTHORIZED PERSONNEL	ADOPTED FY 10-11		APPROVED FY 11-12	
		Full Time	Part Time	Full Time	Part Time
2100	Assistant Engineer II	1.05		1.05	
1040	Associate Park & Landscape Planner	0.00		0.20	
0315	Deputy City Engineer	0.25		0.25	
4250	Equipment Operator - Motor Sweeper	4.00		1.00	
3900	Parking Control Officer	1.00		1.00	
2129	Principal Civil Engineer	0.25		0.25	
2210	Sanitation Inspector II	0.50		0.50	
2131	Senior Civil Engineer	0.70		0.70	
9240	Senior Maintenance Aide I, P/T		0.00		0.25
	Total	7.75	0.00	4.95	0.25

**ENTERPRISE FUND
RESOURCE SUMMARY**

WATER ENTERPRISE - PWA

ACTIVITIES	ACTUAL FY 08-09	ACTUAL FY 09-10	ADOPTED FY 10-11	APPROVED FY 11-12
REVENUES				
50001 Prior Year Carry Forward	3,480,631	3,604,212	3,089,090	167,780
53712 Water Sales - Regular	41,245,775	43,552,265	45,200,830	43,552,265
53713 Fireline Service Charge	236,276	241,360	230,000	230,000
53714 Basic Service Charge	3,685,346	3,690,117	3,650,000	3,650,000
53715 Reconnection Charge	130,214	103,188	109,000	109,000
53716 After Hours Service Charges	1,531	1,148	0	0
53717 Tag Fee	189,532	175,849	180,000	180,000
53720 Penalties & Service Charges	912,265	1,039,136	900,000	1,000,000
53725 Water Sales - Miscellaneous	18,271	48,761	55,000	55,000
57006 Expense Reimbursement	0	3,206	0	0
57011 Misc. Refunds/Recoveries	85,709	(2,772)	0	0
57960 Rental of Property	300,000	170,333	150,000	219,420
57993 Write Off Collections	0	(270,175)	0	0
58000 Earning on Investments	295,541	62,613	125,000	100,000
58001 Stale Dated Checks	0	5,644	0	0
58002 Loss (Gain) Market Value on Investments	0	45,283	0	0
59907 Discount Earnings	295,541	8	0	0
TOTAL WATER FUND REVENUES	50,876,631	52,470,175	53,688,920	49,263,465
EXPENDITURES				
06017020 Water Revenue Bond Debt Service	1,518,650	1,518,169	1,517,655	1,519,470
06017020 Water Utility Loan Repayment	199,870	199,870	199,870	202,870
06017640 Water Production & Supply	22,902,845	21,652,111	24,304,060	23,666,110
06017641 Water Systems Maintenance	3,189,047	3,445,315	3,879,800	3,753,295
06017642 Miscellaneous Operating Expenses	10,995,355	12,090,965	12,820,150	12,691,150
06417644 Water Quality & Measurement	1,558,179	1,418,333	2,142,405	2,386,460
06017645 Water Administration & Engineering	3,781,688	3,938,143	4,034,295	3,868,930
06617647 Water Capital Construction	4,931,632	2,005,228	4,790,685	1,175,180
TOTAL	49,077,266	46,268,134	53,688,920	49,263,465
OPERATING EXPENSE				
61000 Personnel	4,219,904	4,318,989	4,121,485	4,494,005
62000 Contractual	13,211,222	10,711,543	11,850,115	11,845,780
63000 Commodities	9,567,244	10,969,683	13,960,085	12,999,955
65000 Cross Charges	15,232,211	16,395,628	17,005,025	16,740,205
66000 Capital	5,128,166	2,154,252	5,034,685	1,464,180
67000 Debt Service	1,718,520	1,718,039	1,717,525	1,719,340
TOTAL	49,077,266	46,268,134	53,688,920	49,263,465

**ENTERPRISE FUND
RESOURCE SUMMARY**

WATER ENTERPRISE - PWA

Class Code	AUTHORIZED PERSONNEL	ADOPTED FY 10-11		APPROVED FY 11-12	
		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	0.25		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		4.00	
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	4.00		6.00	
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		3.00		0.00
9260	Senior Maintenance Worker, P/T		2.00		9.00
	TOTAL	31.55	10.00	34.55	14.00

ENTERPRISE FUND

WATER ENTERPRISE - PWA
Water Inter Fund Transfers

FUND 060
Department 17
Program 019

Account Code	LINE ITEM RESOURCES	ACTUAL FY 08-09	ACTUAL FY 09-10	ADOPTED FY 10-11	APPROVED FY 11-12
68000	Transfer to Fund 66 Acquisition & Constr.	5,345,370	2,770,460	5,886,440	1,175,180
	SUBTOTAL TRANSFERS OUT	5,345,370	2,770,460	5,886,440	1,175,180
	TOTAL	5,345,370	2,770,460	5,886,440	1,175,180
	<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 08-09	ACTUAL FY 09-10	ADOPTED FY 10-11	APPROVED FY 11-12
62401	Trustee Fee	0	0	0	3,000
67000	Loan Payment OCWD	199,870	199,870	199,870	199,870
		-----	-----	-----	-----
	SUBTOTAL DEBT SERVICE	199,870	199,870	199,870	202,870
		-----	-----	-----	-----
	TOTAL	199,870	199,870	199,870	202,870
		=====	=====	=====	=====
<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 thirteenth loan payment of \$199,870 is due during FY 11-12. 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
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
	15,420,000.00	2,984,018.77	2,645,637.52	5,629,656.29	21,049,656.29

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 09-10	ADOPTED FY 10-11	APPROVED FY 11-12
67300 Bond Principal	810,000	830,000	855,000
67310 Bond Interest	708,169	687,655	664,470
TOTAL	1,518,169	1,517,655	1,519,470
	1,518,169	1,517,655	1,519,470

ENTERPRISE FUNDS

WATER ENTERPRISE - PWA
Water Production & Supply

ACCOUNTING UNIT
06017640

Statement of Purpose

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 percent well water and 38 percent imported water. The program involves the operation and maintenance of 20 wells, 27 pumps, 8 reservoirs, 7 imported water connections, control facilities, and a supervisory control and data acquisition (SCADA) system necessary to accomplish these goals.

Accomplishments in FY 09-10 & 10-11

FY 09-10

- * 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 and placed into service SA-3 new control structure.
- * Completed the upgrade of the fall protection system at the Maxine Sewage Lift Station.
- * Installed two new large production meters.
- * Installed three new motor-operated valves at the Cambridge Pumping Station.

FY 10-11

- * Operated and maintained water production and supply facilities in accordance with industry standards.
- * Completed the installation of three production meters.
- * Optimized the production ratio between groundwater and imported water from MWDSC.
- * Upgraded Maxine Sewage Lift Station's Motor Control Center.
- * Participated in well-in-lieu groundwater storage program in cooperation with the Orange County Water District.
- * Upgraded SA-4 control structure.

Action Plan for FY 2011-12

- * Upgrade Walnut Pumping Station building and compound.
- * Upgrade SA-5 control structure.

PERFORMANCE MEASURES	Actual	Actual	Estimated	Objective
	FY 08-09	FY 09-10	FY 10-11	FY 11-12
Service Level				
# of gallons produced per day from wells (in millions)	31.5	27.1	22.9	22.6
# of gallons imported per day (in millions)	5.2	7.8	10	12.2
# of water system stations monitored (RTU) per year	39	39	39	40
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 08-09	ACTUAL FY 09-10	ADOPTED FY 10-11	APPROVED FY 11-12
61000	Salaries Regular	789,679	773,133	716,685	667,175
61020	Salaries Part-Time	27,722	32,154	47,295	67,800
61040	Salaries Overtime	27,620	44,338	35,000	45,000
61100	Retirement-Employer Contribution	40,153	65,889	49,745	75,210
61110	Part-Time Retirement	0	989	0	0
61120	Medicare Insurance	8,872	10,855	10,010	8,515
61130	Health Insurance	114,631	99,023	114,745	137,325
61170	Retiree Health Benefits	10,851	42,750	10,840	8,200
61180	Workers Compensation Insurance	81,651	90,266	70,740	68,185
	SUBTOTAL PERSONNEL	1,101,179	1,159,398	1,055,060	1,077,410
62000	Utilities	2,312,803	2,091,483	1,953,990	1,953,990
62010	Communications	25,581	25,175	14,000	18,000
62120	Training, Transportation, Meetings	1,538	5,569	7,500	7,500
62140	Membership, Subscription, Dues	74,676	75,753	98,430	98,430
62300	Contract Services-Professional	7,966,469	6,564,711	6,713,095	7,041,260
62320	M & R Buildings & Grounds	24,536	31,563	30,000	49,000
62321	M & R Improvements	0	0	30,000	15,000
62322	M & R Machinery & Equipment	0	204	10,000	10,000
	SUBTOTAL CONTRACTUAL	10,405,603	8,794,457	8,857,015	9,193,180
63001	Miscellaneous Operating Expenses	5,675,390	10,208,851	12,863,620	11,806,885
	SUBTOTAL COMMODITIES	5,675,390	10,208,851	12,863,620	11,806,885
65010	Rental City Equipment	105,368	61,895	63,790	65,570
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	42,961	31,874	48,100	31,590
	SUBTOTAL CROSS CHARGES	1,387,803	1,333,244	1,351,365	1,336,635
66400	Machinery & Equipment	72,359	142,953	125,000	250,000
66510	Computer Software	0	13,207	50,000	0
66600	Books, Records, Videos	0	0	2,000	2,000
	SUBTOTAL CAPITAL	72,359	156,160	177,000	252,000
	TOTAL	18,642,335	21,652,111	24,304,060	23,666,110

Class Code	AUTHORIZED PERSONNEL	APPROVED FY 10-11		APPROVED FY 11-12	
		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		2.00		3.00
	TOTAL	8.00	3.00	8.00	4.00

ENTERPRISE FUNDS

WATER ENTERPRISE - PWA
Water Systems Maintenance

ACCOUNTING UNIT
06017641

Statement of Purpose

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 09-10 & 10-11

FY 09-10

- * Repaired 37 main breaks/leaks with minimum disruption to customers.
- * Exercised 4,800 fire hydrants and 3,000 gate valves.

FY 10-11

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

Action Plan for FY 2011-12

- * Respond to and repair main breaks and 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 08-09	FY 09-10	FY 10-11	FY 11-12
Service Level				
# of main breaks repaired	30	37	20	25
# of gate valves operated and checked	3,000	3,000	3,000	3,000
# of fire hydrants operated	5,000	4,800	0	4,800
# of fire hydrants painted	2,500	4,800	0	4,800
# of services repaired/replaced	250	400	400	400
# of fire hydrants repaired	200	200	200	200
# of gate valves repaired or replaced	50	50	100	100
Assist contractor/City forces with main shut-downs (in hours)	400	450	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 08-09	ACTUAL FY 09-10	ADOPTED FY 10-11	APPROVED FY 11-12
61000	Salaries Regular	858,861	895,833	775,590	823,545
61020	Salaries Part-Time	0	0	0	50,310
61040	Salaries Overtime	69,537	99,543	95,000	95,000
61100	Retirement-Employer Contribution	47,437	54,345	52,865	87,315
61120	Medicare Insurance	12,523	13,413	10,685	11,890
61130	Health Insurance	133,867	138,667	144,710	185,410
61170	Retiree Health Benefits	11,596	44,902	13,355	8,235
61180	Workers Compensation Insurance	127,563	135,960	108,725	119,805
	SUBTOTAL PERSONNEL	1,261,384	1,382,663	1,200,930	1,381,510
62010	Communications	4,427	5,670	4,500	4,500
62120	Training, Transportation, Meetings	294	989	2,000	2,000
62140	Membership, Subscription, Dues	851	502	2,500	2,500
62251	Other Agency Services	0	442	0	0
62300	Contract Services-Professional	354,079	392,606	942,500	692,500
62310	Janitorial & Housekeeping	289	0	0	0
62322	M & R Machinery & Equipment	1,325	588	1,020	1,020
	SUBTOTAL CONTRACTUAL	361,265	400,799	952,520	702,520
63001	Miscellaneous Operating Expenses	384,908	528,129	553,500	553,500
	SUBTOTAL COMMODITIES	384,908	528,129	553,500	553,500
65010	Rental City Equipment	370,893	396,490	397,425	358,510
65020	City Yard Rental	183,475	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	47,071	42,704	52,410	39,240
	SUBTOTAL CROSS CHARGES	1,110,979	1,132,209	1,142,850	1,090,765
66400	Machinery & Equipment	70,512	1,516	30,000	25,000
	SUBTOTAL CAPITAL	70,512	1,516	30,000	25,000
	TOTAL	3,189,047	3,445,315	3,879,800	3,753,295

Class Code	AUTHORIZED PERSONNEL	ADOPTED FY 10-11		APPROVED FY 11-12	
		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	4.00		6.00	
9260	Senior Maintenance Worker, P/T		3.00		3.00
	TOTAL	11.00	3.00	13.00	3.00

ENTERPRISE FUND

WATER ENTERPRISE - PWA		FUND 060			
Miscellaneous Operating Expenses		Department 17			
		Program 642			
Account Code	LINE ITEM RESOURCES	ACTUAL FY 08-09	ACTUAL FY 09-10	ADOPTED FY 10-11	APPROVED FY 11-12
62000	Utilities	1,053,245	1,180,815	1,100,000	1,181,000
	SUBTOTAL CONTRACTUAL	----- 1,053,245	----- 1,180,815	----- 1,100,000	----- 1,181,000
65040	Computer Service Charges	298,425	298,425	298,425	298,425
65205	Internal Departments Personnel Charges	200,000	200,000	390,000	390,000
65220	Treasury Service Charges	1,986,505	1,954,545	2,154,545	2,154,545
65500	General Fund Overhead	7,457,180	8,457,180	8,877,180	8,667,180
	SUBTOTAL CROSS CHARGES	----- 9,942,110	----- 10,910,150	----- 11,720,150	----- 11,510,150
	TOTAL	=====	=====	=====	=====
<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

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 percent 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 in the city.

Accomplishments in FY 09-10 & 10-11

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.
- * Continued to provide conservation materials to customers through delivery to locations or distribution at City-sponsored events.

FY 10-11

- * 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.
- * Purchased and distributed Watermiser Water-brooms to various agencies to promote water conservation and more efficient clean up.

Action Plan for FY 2011-12

- * Acquire and outfit a large meter-testing trailer for the testing, replacement, and repair of large meters.
- * Increase the number of 1 1/2" and larger meter replacements.
- * Continue to enhance our preventive maintenance scheduling, with the assistance of the City's utility billing system.
- * 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 08-09	FY 09-10	FY 10-11	FY 11-12
Service Level				
# of water samples performed	8,937	9,500	9,500	9,500
# of water quality reports mailed	45,214	45,000	45,000	45,000
# of backflow tests performed	4,137	4,389	4,389	4,500
% of difference between production and sales	3.4	4	4	4
# of 1" and smaller meters replaced	1,709	1,709	1,800	2,500
# of 1 1/2" and 2" meters replaced	121	150	150	350
# of 3" and larger meters replaced	9	10	10	20
# of registers replaced	41	50	50	25
# of students educated	7,785	8,000	8,000	15,000
# of water audits performed	22	30	30	40
# of curb stops (valves) replaced	364	350	350	350
# of lids, covers, boxes replaced	1,032	800	800	800
# of USA (Dig Alert) tickets completed	6,150	6,156	6,143	6,200
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	91.1	92	92	95

ENTERPRISE FUND

WATER ENTERPRISE - PWA
Water Quality & Measurement

FUND 060
Department 17
Program 644

Account Code	LINE ITEM RESOURCES	ACTUAL FY 08-09	ACTUAL FY 09-10	ADOPTED FY 10-11	APPROVED FY 11-12
61000	Salaries Regular	615,282	600,079	626,435	648,920
61020	Salaries Part-Time	0	0	0	48,490
61040	Salaries Overtime	72,913	48,536	80,000	120,000
61100	Retirement-Employer Contribution	35,674	33,713	41,775	69,990
61120	Medicare Insurance	4,016	4,271	5,670	6,990
61130	Health Insurance	86,140	74,900	95,095	111,145
61170	Retiree Health Benefits	8,489	31,133	10,400	6,870
61180	Workers Compensation Insurance	89,474	86,743	79,005	90,185
	SUBTOTAL PERSONNEL	911,988	879,376	938,380	1,102,590
62010	Communications	6,383	6,333	6,000	6,000
62120	Training, Transportation, Meetings	2,057	2,471	3,000	3,000
62140	Membership, Subscription, Dues	39,161	17,971	39,500	39,500
62300	Contract Services-Professional	92,921	74,300	344,490	364,490
62322	M & R Machinery & Equipment	35	59	2,500	2,500
	SUBTOTAL CONTRACTUAL	140,557	101,134	395,490	415,490
63001	Miscellaneous Operating Expenses	266,575	219,081	526,500	623,500
	SUBTOTAL COMMODITIES	266,575	219,081	526,500	623,500
65010	Rental City Equipment	49,155	48,880	62,700	61,930
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	35,044	27,947	42,525	31,140
	SUBTOTAL CROSS CHARGES	225,009	217,637	246,035	233,880
66400	Machinery & Equipment	1,057	0	35,000	10,000
66510	Computer Software	12,301	0	0	0
66600	Books, Records, Video	692	1,105	1,000	1,000
	SUBTOTAL CAPITAL	14,050	1,105	36,000	11,000
	TOTAL	1,558,179	1,418,333	2,142,405	2,386,460

Class Code	AUTHORIZED PERSONNEL	APPROVED FY 10-11		APPROVED FY 11-12	
		Full Time	Part Time	Full Time	Part Time
2129	Principal Civil Engineer	0.30		0.30	
7756	Water Services Meter Repairer II	3.00		4.00	
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	
9260	Senior Maintenance Worker, P/T		0.00		3.00
	TOTAL	7.30	0.00	8.30	3.00

ENTERPRISE FUNDS

WATER ENTERPRISE - PWA
Water Administration & Engineering

ACCOUNTING UNIT
06017645

Statement of Purpose

Ensure proper maintenance of the city's water facilities, and 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 09-10 & 10-11

FY 09-10

- * Completed construction of east and west reservoir structural retrofit and painting projects.
- * Designed 25,000 linear feet of water main replacements.

FY 10-11

- * Completed design of over 18,000 linear feet of water main replacements and 6,000 linear feet of sewer main.
- * Completed redesign of West Pump Station Facilities Upgrade Improvements.
- * Completed construction of over 17,000 linear feet of water main improvements.
- * Completed rehabilitation and lining of 21,000 linear feet of 6-inch and 8-inch sewer mains
- * Completed mapping of over 45,000 water services for digital water infrastructure mapping system for field crews.

Action Plan for FY 2011-12

- * Continue coordination of water and sewer replacement projects with street paving projects.
- * Complete all water and sewer development plan checks on schedule.
- * Recirculate EIR for San Lorenzo Sewer Lift Station and complete design modifications.
- * Complete design of water and sewer main replacement projects.
- * Complete design for Well Number 30 Motor Control Center and electrical improvements.
- * Completed redesign of Walnut Pump Station Facilities Upgrade Project.

PERFORMANCE MEASURES	Actual	Actual	Estimated	Objective
	FY 08-09	FY 09-10	FY 10-11	FY 11-12
Service Level				
Linear feet of water main designed	26,100	25,000	18,000	10,000
# of projects designed by consultants	3	4	4	4
# of development plan checks completed	22	30	35	30
Efficiency				
# of water main projects designed in coordination with street resurfacing projects	100	100	100	50
% 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 08-09	ACTUAL FY 09-10	ADOPTED FY 10-11	APPROVED FY 11-12
61000	Salaries Regular	644,276	679,219	702,765	676,690
61020	Salaries Part-Time	41,988	47,852	69,805	70,565
61040	Salaries Overtime	0	0	1,000	2,500
61100	Retirement-Employer Contribution	37,769	44,647	49,500	75,225
61110	Part-Time Retirement	0	1,478	0	0
61120	Medicare Insurance	8,672	9,369	9,810	9,595
61130	Health Insurance	64,577	66,024	72,205	80,900
61170	Retiree Health Benefits	8,387	38,376	10,815	7,820
61180	Workers Compensation Insurance	10,309	10,587	11,215	9,200
	SUBTOTAL PERSONNEL	815,977	897,552	927,115	932,495
62010	Communications	8,432	6,917	4,000	6,500
62120	Training, Transportation, Meetings	4,323	1,861	3,000	3,000
62140	Membership, Subscription, Dues	3,358	9,188	13,000	13,000
62251	Other Agency Services	0	245	0	0
62300	Contract Services-Professional	284,373	216,126	525,000	325,000
62322	M & R Machinery & Equipment	239	0	90	3,090
	SUBTOTAL CONTRACTUAL	300,725	234,338	545,090	350,590
63001	Miscellaneous Operating Expenses	14,661	13,622	16,465	16,070
	SUBTOTAL COMMODITIES	14,661	13,622	16,465	16,070
65010	Rental City Equipment	30,095	30,095	30,095	33,215
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	2,312,995	2,508,780	2,245,550	2,282,785
65400	Indirect Costs	34,853	31,324	46,570	30,365
	SUBTOTAL CROSS CHARGES	2,600,353	2,792,609	2,544,625	2,568,775
66400	Machinery & Equipment	20,365	0	0	0
66510	Computer Software	28,939	0	0	0
66600	Books, Records, Video	667	23	1,000	1,000
	SUBTOTAL CAPITAL	49,972	23	1,000	1,000
	TOTAL	3,781,688	3,938,143	4,034,295	3,868,930
Class Code	AUTHORIZED PERSONNEL	ADOPTED FY 10-11		APPROVED FY 11-12	
		Full Time	Part Time	Full Time	Part Time
2100	Assistant Engineer II	2.50		2.50	
1040	Associate Park & Landscape Planner	0.25		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	5.25	4.00	5.25	4.00

ENTERPRISE FUNDS

WATER ENTERPRISE - PWA
Water Capital Construction

ACCOUNTING UNIT
06617647

Statement of Purpose

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 09-10 & 10-11

FY 09-10

- * Completed west reservoir pump station upgrades.
- * Constructed 25,000 linear feet of water mains.

FY 10-11

- * Constructed 17,000 linear feet of water main improvements.

Action Plan for FY 2011-12

- * Construct water main replacement projects as described in the FY 2011-12 Capital Improvement Program.
- * Construct Walnut Reservoir Pump Station Facilities Upgrade Project.

PERFORMANCE MEASURES	Actual	Actual	Estimated	Objective
	FY 08-09	FY 09-10	FY 10-11	FY 11-12
Service Level Water mains installed (linear feet)	26,400	25,000	17,000	10,000

ENTERPRISE FUND

WATER ENTERPRISE - PWA					FUND	066
Water Capital Construction					Department	17
					Program	647
Account Code	LINE ITEM RESOURCES	ACTUAL FY 08-09	ACTUAL FY 09-10	ADOPTED FY 10-11	APPROVED FY 11-12	
65205	Internal Departments Personnel Charges	0	9,778	0	0	
66220	Improvements Other Than Buildings	(53,098)	193,137	0	0	
66301	Water Capital Projects	4,984,731	1,802,314	5,886,440	1,175,180	
	SUBTOTAL CAPITAL	<u>4,931,632</u>	<u>2,005,228</u>	<u>5,886,440</u>	<u>1,175,180</u>	
	TOTAL	<u><u>4,931,632</u></u>	<u><u>2,005,228</u></u>	<u><u>5,886,440</u></u>	<u><u>1,175,180</u></u>	

**ENTERPRISE FUNDS
RESOURCE SUMMARY**

The Depot - PWA

ACTIVITIES		ACTUAL FY 08-09	ACTUAL FY 09-10	ADOPTED FY 10-11	APPROVED FY 11-12
REVENUES					
53803	Rental - Conference Room	10,140	300	0	0
53805	Rental - Tres Estrellas De Orc	67,258	76,347	82,850	84,030
53806	Rental - Transportes Inter-California	52,607	74,331	89,110	90,380
53807	Rental - Casa Santa Fe	7,000	0	0	0
53808	Rental - Amtrak	31,836	31,836	32,485	32,160
53809	Rental - Lee Gift Shop	8,700	10,444	11,390	11,330
53810	Rental - Greyhound	67,770	68,430	68,990	67,770
53811	Rental - Express Café	20,821	28,799	30,865	28,840
	SUBTOTAL RENTAL INCOME	266,133	290,486	315,690	314,510
53801	CAM COSTS	90,082	32,713	11,400	11,400
53802	SA W.O.R.K. Center Use Fee	172,841	213,886	199,100	174,495
53812	Rental - County of Orange	82,500	96,224	113,250	113,250
53813	Rental - EDD/State of CA	74,000	78,590	90,865	92,085
53819	Rental - OCTA	0	1,650	1,680	1,705
	SUBTOTAL RENTAL GOV. ENTITIES	419,422	423,062	416,295	392,935
53815	Concession - Taxi Stand	69,663	72,155	72,290	74,115
53816	Concession - Telephones	6,055	2,694	3,600	2,400
53818	Concession - Vending Machines	2,949	4,003	3,600	3,000
	SUBTOTAL CONCESSIONS	78,668	78,852	79,490	79,515
50001	Prior Year Carry Forward	33,998	45,172	151,725	396,870
53820	P Note - Express Café	0	200		2,400
57990	Miscellaneous Income	2,467	4,012	220	3,500
58000	Earning on Investments	2,499	2,688	0	0
59000-011	Transfer from Fund 011	227,450	389,255	277,000	200,000
	SUBTOTAL MISCELLANEOUS	266,414	441,327	428,945	602,770
	TOTAL	1,030,636	1,233,727	1,240,420	1,389,730
EXPENDITURES					
06718870	Depot Operations	870,953	991,417	1,240,420	1,389,730
	TOTAL	870,953	991,417	1,240,420	1,389,730

ENTERPRISE FUND

THE DEPOT - PWA
Depot Operations

ACCOUNTING UNIT
06717650

Statement of Purpose

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 09-10 & 10-11

FY 09-10

- * Repaired and resurfaced a portion of the parking lot and bus entrance/parking.
- * Developed comprehensive security procedures and access control protocols.
- * Completed repairs and improvements of lobby lighting, fountain, and suspended ceiling.
- * Implemented recycling program that includes fiber, bottles, and cans.

FY 10-11

- * Repaired courtyard stairwell and viewing deck.
- * Upgraded fire alarm system to include audible and visual alerts.
- * Installed electronic time controls for floor lighting and HVAC units.
- * Completed energy efficiency retrofit project involving conversion of T12 lamps to T8 electronic ballasts.
- * Installed interagency public safety office.

Action Plan for FY 2011-12

- * Complete video surveillance system project.
- * Evaluate site for improvements, prioritize, and begin improvements.

PERFORMANCE MEASURES	Actual	Actual	Estimated	Objective
	FY 08-09	FY 09-10	FY 10-11	FY 11-12
Efficiency				
Annual cost for facility and landscape maintenance (\$)	779,919	558,685	380,920	493,970
Annual cost for security services (\$)	206,075	199,745	220,300	240,000
Effectiveness				
Annual lease revenue (\$)	629,471	703,658	720,580	696,045
Annual concession revenue (\$)	78,668	79,077	79,488	79,515
Annual CAM revenue (\$)	90,081	47,027	11,400	11,400

ENTERPRISE FUND

THE DEPOT - PWA
Depot Operations

FUND 067
Department 17
Program 650

Account Code	LINE ITEM RESOURCES	ACTUAL FY 08-09	ACTUAL FY 09-10	ADOPTED FY 10-11	APPROVED FY 11-12
61000	Salaries Regular	0	80,647	0	0
61040	Salaries Overtime	0	18	0	0
61100	Retirement-Employer Contribution	0	4,819	0	0
61120	Medicare Insurance	0	1,066	0	0
61130	Health Insurance	0	10,589	0	0
61170	Retiree Health Benefits	0	5,104	0	0
61180	Workers Compensation Insurance	0	924	0	0
	SUBTOTAL PERSONNEL	0	103,167	0	0
62000	Utilities	195,268	203,220	245,200	226,165
62010	Communications	14,075	15,147	6,950	15,140
62012	Cellular Phone Charges	1,278	275	1,200	1,200
62120	Training, Transportation, Meetings	0	59	100	100
62200	Advertising	0	0	1,000	1,000
62300	Contract Services-Professional	282,578	254,018	237,170	259,450
62310	Janitorial & Housekeeping	150,451	147,036	176,735	200,900
62320	M & R Buildings & Gounds	238,347	187,531	251,350	258,620
62322	M & R Machinery & Equipment	1,902	280	2,000	15,000
	SUBTOTAL CONTRACTUAL	883,899	807,567	921,705	977,575
63001	Miscellaneous Operating Expenses	82,215	35,941	46,700	29,510
63200	Oper M & S Bldgs/Grounds	120	0	0	0
	SUBTOTAL COMMODITIES	82,335	35,941	46,700	29,510
65010	Rental City Equipment	7,580	7,580	0	0
65050	Information Systems Strategic Plan	10,080	10,080	10,080	10,080
65100	Insurance Charges	2,100	2,100	2,100	2,100
65205	Internal Departments Personnel Charges	13,850	13,850	13,850	13,850
65240	Public Works Admin Charge	0	0	51,750	51,885
65400	Indirect Costs	0	11,132	0	0
	SUBTOTAL CROSS CHARGES	33,610	44,742	77,780	77,915
66220	Improvements Other Than Building	0	0	194,235	304,730
	SUBTOTAL CAPITAL	0	0	194,235	304,730
	TOTAL	999,844	991,417	1,240,420	1,389,730

**ENTERPRISE FUND
RESOURCE SUMMARY**

SANITATION ENTERPRISE					
ACTIVITIES	ACTUAL FY 08-09	ACTUAL FY 09-10	ADOPTED FY 10-11	APPROVED FY 11-12	
REVENUES					
50001 Prior Year Carry Forward	1,787,335	1,789,041	1,901,630	1,811,090	
53702 Graffiti Restitution-Courts	53,529	32,106	45,000	30,000	
53710 Abatement Control Charges	75,788	87,774	75,000	60,000	
53719 Sanitation Charge	7,960,594	7,860,200	7,850,000	7,850,000	
57010 Miscellaneous Recoveries	663	828	0	0	
57993 Write Off Collections	0	(35,145)	0	0	
58000 Earning on Investment	36,354	20,217	25,000	10,000	
TOTAL REVENUES	9,914,262	9,755,020	9,896,630	9,761,090	
EXPENDITURES					
06817640 Environmental Sanitation	274,187	313,782	373,030	1,110,035	
06817641 Roadway Cleaning	3,082,402	3,146,098	4,310,005	4,314,920	
06817642 Graffiti Abatement	2,317,558	2,381,710	2,581,640	1,539,085	
06817643 Street Trees	2,641,554	2,215,182	2,631,955	2,797,050	
TOTAL EXPENDITURES	8,315,701	8,056,772	9,896,630	9,761,090	
OPERATING EXPENSE	ACTUAL FY 08-09	ACTUAL FY 09-10	ADOPTED FY 10-11	APPROVED FY 11-12	
61000 Personnel	3,635,045	3,939,058	4,252,245	4,413,260	
62000 Contractual	1,282,249	1,339,865	1,647,750	2,155,330	
63000 Commodities	198,971	176,106	163,630	111,570	
65000 Cross Charges	2,786,156	2,601,743	2,998,730	3,080,930	
66000 Capital	52,465	0	62,500	0	
69000 Miscellaneous Expenditures	360,815	0	771,775	0	
TOTAL	8,315,701	8,056,772	9,896,630	9,761,090	
Class Code	AUTHORIZED PERSONNEL	APPROVED FY 10-11		APPROVED FY 11-12	
		Full Time	Part Time	Full Time	Part Time
0440	Equipment Operator	3.00		4.00	
4250	Equipment Operator - Motor Sweeper	4.00		5.00	
4240	Equipment Operator - Street	2.00		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	1.00		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		7.25
9400	Senior Program Leader, P/T		4.00		4.00
TOTAL		39.50	13.00	41.50	15.25

ENTERPRISE FUND

SANITATION ENTERPRISE - PWA		ACCOUNTING UNIT		
Environmental Sanitation		06817640		
Statement of Purpose				
<p><i>Ensure that all properties are in compliance with the Weed and Rubbish Code, that all rights-of-way are unobstructed and free of illegal advertising, that all food service facilities are in compliance with FOG and NPDES ordinances; and provide oversight of the City's waste collection and weed abatement contractors.</i></p>				
Accomplishments in FY 09-10 & FY 10-11				
<p><u>FY 09-10</u></p> <ul style="list-style-type: none"> * 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. <p><u>FY 10-11</u></p> <ul style="list-style-type: none"> * Awarded contract for weed and debris removal. * Renewed contracts for fencing City properties. * Continued coordination with neighborhood associations to develop programs that reduce the need to abate properties. * Performed audit of all new residential/commercial/industrial units constructed since 2004 to ensure additional sanitation fee revenue is collected. 				
Action Plan for FY 2011-12				
<ul style="list-style-type: none"> * Research opportunities to include adding chemical spraying to the weed and rubbish abatement contract to reduce the frequency of abating lots and potentially utilize savings to focus on additional work efforts. * Investigate opportunities for alternative fence screening materials on City lots. * Research and implement methods of prosecuting individuals who violate illegal dumping laws on city streets or alleys. * Create a policy to hold multifamily dwelling owners (3 or more units) accountable for any rubbish or debris that has been placed or parkways adjacent to their property (regardless of the dumping source). * Research and implement methods of locating and holding responsible the owners of illegal signs which advertise solely by phone number. * Award a contract for weed spraying. 				
PERFORMANCE MEASURES	Actual	Actual	Estimated	Objective
	FY 08-09	FY 09-10	FY 10-11	FY 11-12
Service Level				
# of parcel abatement postings	1,533	1,300	1,550	1,500
# of abatement incidents				
Cleaned by property owner	1,305	1,050	1,230	1,300
Cleaned by City contractor	98	85	80	60
City-owned vacant lots cleaned by contractors	209	265	240	135
# of illegally dumped items removed from alleys parkways, and public rights-of-way by Waste Management	21,794	19,500	20,000	10,000
# of FOG and NPDES inspections	481	720	700	350
# of inspections for residential trash cart inspection program	180	230	230	40
# of inspections for parkway rubbish/obstruction	268	1,100	1,000	1,400
# of illegal signs removed from public right-of-way	3,471	5,800	5,000	20,000

ENTERPRISE FUND

SANITATION ENTERPRISE					FUND	068
Environmental Sanitation					Department	17
					Program	640
Account Code	LINE ITEM RESOURCES	ACTUAL FY 08-09	ACTUAL FY 09-10	ADOPTED FY 10-11	APPROVED FY 11-12	
61000	Salaries Regular	102,484	123,537	134,240	392,240	
61020	Salaries Part-Time	0	5,536	0	69,805	
61040	Salaries Overtime	2,211	2,914	3,000	3,000	
61100	Retirement-Employer Contribution	5,408	8,678	8,975	43,305	
61120	Medicare Insurance	476	1,413	1,625	3,630	
61130	Health Insurance	13,946	11,030	11,370	67,035	
61170	Retiree Health Benefits	1,492	6,712	1,890	3,920	
61180	Workers Compensation Insurance	4,426	5,243	5,105	50,940	
	SUBTOTAL PERSONNEL	130,443	165,063	166,205	633,875	
62010	Communications	5,765	3,294	7,500	7,500	
62120	Training, Transportation, Meetings	0	0	500	500	
62140	Membership, Subscription, Dues	304	0	500	500	
62251	Other Agency Services	0	221	0	0	
62300	Contract Services-Professional	78,596	102,493	135,040	133,420	
62322	M & R Machinery & Equipment	35	0	1,020	500	
	SUBTOTAL CONTRACTUAL	84,700	106,008	144,560	142,420	
63001	Miscellaneous Operating Expenses	22,660	11,248	14,990	19,570	
63301	Alternative Fuel-CNG	0	59	0	0	
	SUBTOTAL COMMODITIES	22,660	11,307	14,990	19,570	
65010	Rental City Equipment	8,150	25,715	23,435	279,730	
65240	Public Works Admin Charge	0	0	15,760	15,605	
65400	Indirect Costs	5,329	5,689	8,080	18,835	
	SUBTOTAL CROSS CHARGES	13,479	31,404	47,275	314,170	
66400	Machinery & Equipment	22,905	0	0	0	
	SUBTOTAL CAPITAL	22,905	0	0	0	
	TOTAL	274,186	313,782	373,030	1,110,035	
Class Code	AUTHORIZED PERSONNEL	ADOPTED FY 10-11		APPROVED FY 11-12		
		Full Time	Part Time	Full Time	Part Time	
0440	Equipment Operator	0.00		1.00		
4240	Equipment Operator - Street	0.00		1.00		
4060	Maintenance Worker II	0.00		1.00		
6140	Projects Manager	0.50		0.50		
4040	Public Works Crew Leader	0.00		1.00		
2210	Sanitation Inspector II	0.75		0.75		
4360	Street Maintenance Supervisor	0.25		0.25		
9240	Senior Maintenance Aide I, PT		0.00		5.25	
	TOTAL	1.50	0.00	5.50	5.25	

ENTERPRISE FUND

SANITATION ENTERPRISE - PWA
Roadway Cleaning

ACCOUNTING UNIT
06817641

Statement of Purpose

Provide quality street sweeping services to ensure the cleanliness and attractive appearance of the community.

Accomplishments in FY 09-10 & 10-11

FY 09-10

- * Enhanced appearance and cleanliness of parkway tree wells by installing tree chippings and mulch from city trees at 10 locations at no cost.

FY 10-11

- * Researched and developed an action plan to replace employees retiring in 2010-11, using a combination of options such as contracting out arterial or residential sweeping, promoting employees, and/or hiring employees.
- * Continued to coordinate arterial sidewalk operations with the street sweeping schedule and looked to develop improvements.
- * Continued to coordinate street sweeping operations with the street tree maintenance and tree well cleaning work.
- * Continued to coordinate with the Water Resources Division for the cleanup of tree limbs and debris following wind storms.
- * Researched and developed an action plan regarding our sidewalk cleaning program, whether we continue to provide sidewalk cleaning with our employees or contract this program out.

Action Plan for FY 2011-12

- * Research and develop an action plan expanding our sidewalk cleaning program and determine if we should continue to provide sidewalk cleaning by our employees or pursue adding to the median landscape contract.
- * Maintain sweeping service levels by combining City staff and contract services.
- * Research GPS software systems to assist in resolving citizen requests and improving efficiency.
- * Continue Downtown sweeping seven days a week by exploring opportunities for contract sweeping to fill void due to personnel retirements.

PERFORMANCE MEASURES	Actual	Actual	Estimated	Objective
	FY 08-09	FY 09-10	FY 10-11	FY 11-12
Service Level				
Arterial and residential streets (in curb miles)	73,400	61,000	61,000	73,400
Downtown streets (in curb miles)	4,100	4,100	4,100	4,100
Debris disposal (in cubic yards)	39,500	32,825	32,825	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	Weekly	Weekly	Twice a Week
Median curbs	Weekly	Biweekly	Biweekly	Biweekly
Arterial sidewalks	Weekly	Weekly	Weekly	Weekly

ENTERPRISE FUND

SANITATION ENTERPRISE		FUND 068			
Roadway Cleaning		Department 17			
		Program 641			
Account Code	LINE ITEM RESOURCES	ACTUAL FY 08-09	ACTUAL FY 09-10	ADOPTED FY 10-11	APPROVED FY 11-12
61000	Salaries Regular	1,041,537	1,148,162	1,452,420	1,520,235
61020	Salaries Part-Time	52,209	54,301	54,525	0
61040	Salaries Overtime	21,317	28,798	20,000	25,000
61100	Retirement-Employer Contribution	56,327	78,033	98,535	165,975
61110	Part-Time Retirement	0	1,265	0	0
61120	Medicare Insurance	6,286	8,632	10,970	13,725
61130	Health Insurance	178,567	215,560	266,465	306,865
61170	Retiree Health Benefits	13,142	49,380	24,285	14,800
61180	Workers Compensation Insurance	126,774	125,809	146,775	149,360
	SUBTOTAL PERSONNEL	1,496,158	1,709,940	2,073,975	2,195,960
62010	Communications	7,912	8,992	8,500	8,500
62120	Training, Transportation, Meetings	0	0	500	500
62140	Membership, Subscription, Dues	75	38	500	500
62300	Contract Services-Professional	81,727	55,373	276,040	527,110
62322	M & R Machinery & Equipment	4	0	520	500
	SUBTOTAL CONTRACTUAL	89,718	64,402	286,060	537,110
63001	Miscellaneous Operating Expenses	30,839	23,172	35,000	25,500
	SUBTOTAL COMMODITIES	30,839	23,172	35,000	25,500
65010	Rental City Equipment	883,800	772,605	786,940	970,850
65020	City Yard Rental	74,260	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	5,000	5,000
65240	Public Works Admin Charges	0	0	127,010	0
65400	Indirect Costs	56,685	53,058	91,920	62,580
	SUBTOTAL CROSS CHARGES	1,463,405	1,348,583	1,528,790	1,556,350
66400	Machinery & Equipment	2,282	0	0	0
	SUBTOTAL CAPITAL	2,282	0	0	0
69001	Reserve for Appropriation	0	0	386,180	0
	SUBTOTAL MISCELLANEOUS	0	0	386,180	0
	TOTAL	3,082,402	3,146,097	4,310,005	4,314,920

Class Code	AUTHORIZED PERSONNEL	ADOPTED FY 10-11		APPROVED FY 11-12	
		Full Time	Part Time	Full Time	Part Time
0440	Equipment Operator	3.00		3.00	
4250	Equipment Operator - Motor Sweeper	3.00		4.00	
4240	Equipment Operator - Street	2.00		1.00	
4060	Maintenance Worker II	2.00		4.00	
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	1.00		1.00	
9240	Senior Maintenance Aide I, P/T		4.00		0.00
	TOTAL	20.00	4.00	22.00	0.00

ENTERPRISE FUND

**SANITATION ENTERPRISE - PWA
Graffiti Abatement**

**ACCOUNTING UNIT
06817642**

Statement of Purpose

Ensure that all properties in the city are kept free of graffiti.

Accomplishments in FY 09-10 & 10-11

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.

FY 10-11

- * Investigated techniques to abate graffiti from private property windows and signs.
- * Updated information package for commercial property owners to assist them with abating graffiti on their property that is not visible from the right-of-way.
- * Continued coordination of graffiti abatement efforts with PRCS, Community Preservation, and SAPD via the Graffiti Task Force.

Action Plan for FY 2011-12

- * Integrate real-time data tracking into graffiti hotline system.
- * Implement graffiti contract with Graffiti Protective Coatings.
- * Continue coordination of graffiti abatement efforts with PRCS, Community Preservation, and SAPD via the City's Graffiti Task Force.
- * Ensure that all calls to the graffiti hotline are responded to within 48 hours.

PERFORMANCE MEASURES	Actual	Actual	Estimated	Objective
	FY 08-09	FY 09-10	FY 10-11	FY 11-12
Service Level				
By City crews	3,730,995	2,990,890	4,021,750	0
By Contractor	1,032,832	1,520,980	2,376,250	5,500,000
# of graffiti locations cleaned				
By City crews	112,200	100,660	127,502	0
By contractor	74,800	67,100	129,498	275,000
Total painted	4,950,000	4,060,600	4,923,000	495,000
Total water-blasted	250,000	451,270	547,000	550,000
# of signs (graffiti removal)	10,085	10,716	13,500	15,000

ENTERPRISE FUND

SANITATION ENTERPRISE					FUND	068
Graffiti Abatement					Department	17
					Program	642
Account Code	LINE ITEM RESOURCES	ACTUAL FY 08-09	ACTUAL FY 09-10	ADOPTED FY 10-11	APPROVED FY 11-12	
61000	Salaries Regular	692,572	740,542	574,000	96,060	
61020	Salaries Part-Time	74,396	28,270	86,030	86,560	
61040	Salaries Overtime	10,809	9,151	2,500	800	
61100	Retirement-Employer Contribution	36,434	49,299	39,125	11,285	
61110	Part-Time Retirement	0	697		0	
61120	Medicare Insurance	7,945	8,319	7,380	1,905	
61130	Health Insurance	120,497	127,597	100,380	17,860	
61170	Retiree Health Benefits	9,060	43,169	9,160	960	
61180	Workers Compensation Insurance	80,077	82,368	54,100	6,755	
	SUBTOTAL PERSONNEL	1,031,790	1,089,411	872,675	222,185	
62010	Communications	7,142	7,125	6,000	1,000	
62120	Training, Transportation, Meetings	1,179	0	250	100	
62140	Membership, Subscription, Dues	375	72	500	50	
62300	Contract Services-Professional	291,853	379,568	359,620	628,430	
62321	M & R Improvements	18,424	0	0	0	
62322	M & R Machinery & Equipment	246	0	20	0	
	SUBTOTAL CONTRACTUAL	319,219	386,764	366,390	629,580	
63001	Miscellaneous Operating Expenses	98,909	89,370	68,640	9,000	
	SUBTOTAL COMMODITIES	98,909	89,370	68,640	9,000	
65010	Rental City Equipment	189,085	164,010	142,725	25,345	
65040	Computer Services Charge	14,520	14,520	14,520	14,520	
65050	Information Systems Strategic Plan	57,600	57,600	57,600	57,600	
65100	Insurance Charges	148,105	148,105	148,105	148,105	
65205	Internal Departments Personnel Charges	386,000	326,085	245,000	245,000	
65220	Treasury Services Charge	72,330	72,330	72,330	72,330	
65240	Public Works Admin Charges	0	0	168,175	107,990	
65400	Indirect Costs	0	33,515	39,885	7,430	
	SUBTOTAL CROSS CHARGES	867,640	816,165	888,340	678,320	
69001	Reserve for Appropriation	0	0	385,595	0	
	SUBTOTAL MISCELLANEOUS	0	0	385,595	0	
	TOTAL	2,317,558	2,381,710	2,581,640	1,539,085	
Class Code	AUTHORIZED PERSONNEL	ADOPTED FY 10-11		APPROVED FY 11-12		
		Full Time	Part Time	Full Time	Part Time	
4060	Maintenance Worker II	4.00		0.00		
6140	Projects Manager	1.00		0.50		
4040	Public Works Crew Leader	1.00		0.00		
4430	Public Works Maintenance Manager	0.50		0.00		
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	1.00	7.00	

ENTERPRISE FUND

SANITATION ENTERPRISE - PWA
Street Trees

ACCOUNTING UNIT
06817643

Statement of Purpose

Maintain and upgrade the city's urban forest of 64,350 trees.

Accomplishments in FY 09-10 & 10-11

FY 09-10

- * Implemented sidewalk ramping without root shaving standards.
- * Designed a combo tree maintenance service vehicle to assist in the Tree Section's task restructuring.

FY 10-11

- * Reviewed the roadway cleaning GPS tracking system for its use during tree-watering operations.
- * Trimmed 14,500 trees using City and contractor crews.
- * Developed an internal tracking system for all Tree Section expenditures to utilize as a tool for future budgeting and supply/inventory replenishment.
- * Completed a reforestation project on Flower Street from First Street to Edinger Avenue.
- * Developed a strategy to integrate a tree species map for the 63 Santa Ana neighborhood associations.

Action Plan for FY 2011-12

- * Continue planting replacement trees in wells when trees fail or are destroyed accidentally by vehicles.
- * Implement the Mayor's 800 Trees Planting Program by December 2011.
- * Trim 11,650 trees using City and contractor crews.
- * Continue obtaining trees from Irvine Ranch Water District and other sources for the Santa Ana Nursery.
- * Review tree removal policy with ETAC, and update process.
- * Research App-Order for integration with West Coast Arborist and tree trimming staff for putting daily work sheets directly into program.

PERFORMANCE MEASURES	Actual	Actual	Estimated	Objective
	FY 08-09	FY 09-10	FY 10-11	FY 11-12
# of trees trimmed	12,434	12,819	14,500	11,650
# of trees planted	329	277	350	850
# of trees removed	287	459	240	250
# of trees watered	45,891	30,039	45,000	45,000
# of trees sprayed	903	3,198	2,150	1,800
# of structural trims done on young trees*	1,815	1,262	2,000	2,000
# of tree petition requests	17	28	20	20
# of liability claims processed	15	12	17	20
*Trees with trunk diameter of 9 inches or less				

ENTERPRISE FUND

SANITATION ENTERPRISE		FUND 068			
Street Trees		Department 17			
		Program 643			
Account Code	LINE ITEM RESOURCES	ACTUAL FY 08-09	ACTUAL FY 09-10	ADOPTED FY 10-11	APPROVED FY 11-12
61000	Salaries Regular	652,930	622,839	745,280	881,330
61020	Salaries Part-Time	14,869	15,571	27,750	40,765
61040	Salaries Overtime	19,021	16,703	20,000	12,000
61100	Retirement-Employer Contribution	34,912	40,406	50,520	94,335
61110	Part-Time Retirement	0	482	0	0
61120	Medicare Insurance	7,990	7,509	7,825	9,155
61130	Health Insurance	142,501	145,331	173,465	205,515
61170	Retiree Health Benefits	9,052	33,922	12,770	9,425
61180	Workers Compensation Insurance	95,381	91,881	101,780	108,715
	SUBTOTAL PERSONNEL	976,654	974,644	1,139,390	1,361,240
62010	Communications	19,724	12,221	18,000	15,000
62120	Training, Transportation, Meetings	2,218	1,770	500	800
62140	Membership, Subscription, Dues	825	599	1,500	1,300
62300	Contract Services-Professional	29,434	26,922	76,040	74,420
62321	M & R Improvements	736,411	740,281	750,700	750,700
62322	M & R Machinery & Equipment	0	898	4,000	4,000
	SUBTOTAL CONTRACTUAL	788,612	782,691	850,740	846,220
63001	Miscellaneous Operating Expenses	46,563	42,705	45,000	57,500
63100	Uniforms & Tools	0	9,552	0	0
	SUBTOTAL COMMODITIES	46,563	52,257	45,000	57,500
65010	Rental City Equipment	261,690	232,365	232,365	239,160
65020	City Yard Rental	20,545	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	109,210	110,090
65400	Indirect Costs	34,932	28,216	47,740	37,830
	SUBTOTAL CROSS CHARGES	441,632	405,591	534,325	532,090
66400	Machinery & Equipment	27,278	0	62,500	0
	SUBTOTAL CAPITAL	27,278	0	62,500	0
69011	Reserve For Appropriation	360,815	0	0	0
	SUBTOTAL MISCELLANEOUS	360,815	0	0	0
	TOTAL	2,641,554	2,215,182	2,631,955	2,797,050
Class Code	AUTHORIZED PERSONNEL	ADOPTED FY 10-11		APPROVED FY 11-12	
		Full Time	Part Time	Full Time	Part Time
4250	Equipment Operator - Motor Sweeper	1.00		1.00	
4060	Maintenance Worker II	5.00		6.00	
6140	Projects Manager	0.00		0.50	
4040	Public Works Crew Leader	1.00		1.00	
4430	Public Works Maintenance Manager	0.00		0.50	
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		2.00
	TOTAL	11.00	2.00	13.00	3.00

**ENTERPRISE FUND
RESOURCE SUMMARY**

REFUSE COLLECTION

ACTIVITIES		ACTUAL FY 08-09	ACTUAL FY 09-10	ADOPTED FY 10-11	APPROVED FY 11-12
REVENUES					
50001	Prior Year Carry Forward	352,657	1,297,662	39,210	975,000
50052	Refuse Contract Program Surcharge	3,621,376	4,899,200	4,765,400	5,037,000
52025	State Grants - Direct	93,370	99,317	109,820	280,125
52330	County - Universal Waste Grant	40,000	0	0	0
53718	Refuse Collection Charge	8,091,744	8,694,659	9,119,100	9,759,000
57010	Miscellaneous Recoveries	1,400,206	1,388,913	1,400,000	1,476,500
57902	Debt Services Recovery	751,582	0	0	0
57993	Write Off Collections	0	(94,053)	0	(65,000)
58000	Earning on Investment	2,330	12,391	20,000	6,000
58003	Investment Income - Debt Service	104,300	0	0	0
	TOTAL REVENUES	<u>14,457,565</u>	<u>16,298,090</u>	<u>15,453,530</u>	<u>17,468,625</u>
EXPENDITURES					
06917640	Refuse Collection	16,193,696	16,715,842	15,453,530	17,468,625
	TOTAL EXPENDITURES	<u>16,193,696</u>	<u>16,715,842</u>	<u>15,453,530</u>	<u>17,468,625</u>
OPERATING EXPENSE		ACTUAL FY 08-09	ACTUAL FY 09-10	ADOPTED FY 10-11	APPROVED FY 11-12
61000	Personnel	249,398	147,571	291,340	286,840
62000	Contractual	6,806,420	7,401,077	7,388,660	8,594,040
63000	Commodities	2,251	446	3,000	3,000
65000	Cross Charges	6,148,836	9,166,748	7,770,530	7,892,125
67000	Debt Service	2,360,000	0	0	0
69000	Miscellaneous Expenditures	626,790	0	0	692,620
	TOTAL	<u>16,193,696</u>	<u>16,715,842</u>	<u>15,453,530</u>	<u>17,468,625</u>
Class Code	AUTHORIZED PERSONNEL	ADOPTED FY 10-11		APPROVED FY 11-12	
		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	
4360	Senior Maintenance Aide I, P/T		0.00		0.25
	TOTAL	<u>3.00</u>	<u>0.00</u>	<u>3.00</u>	<u>0.25</u>

ENTERPRISE FUND

REFUSE COLLECTION ENTERPRISE - PWA	ACCOUNTING UNIT
Refuse Collection	06917640

Statement of Purpose	
<p><i>Operate a self-supporting City enterprise which provides residents and businesses with efficient and cost-effective refuse collection and recycling.</i></p> <p>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 laws.</p>	

Accomplishments in FY 09-10 & FY 10-11	
<p><u>FY 09-10</u></p> <ul style="list-style-type: none"> * Monitored and modified used oil collection grant 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 a household waste collection event. * Implemented a recycling program at the Santa Ana Regional Transportation Center. <p><u>FY 10-11</u></p> <ul style="list-style-type: none"> * Continued to monitor and promote the used oil collection grant program and the universal waste grant collection program. * Continued promoting sharps program. * Continued to promote recycling programs and provide educational information on the City's green programs. * Expanded the recycling program at the Santa Ana Regional Transportation Center with Big Belly solar units. * Monitored and expanded battery recycling program to include the Santa Ana Zoo. * Continued to implement the Notice of Contamination program to decrease contamination in residential recycling. 	

Action Plan for FY 2011-12	
<ul style="list-style-type: none"> * Continue to promote recycling programs and provide educational information on the City's green programs. * Continue to evaluate food waste composting through service provider. * Continue to implement Notice of Contamination program to decrease contamination in residential recycling. * Plan and coordinate household waste collection event. 	

PERFORMANCE MEASURES	Actual	Actual	Estimated	Objective
	FY 08-09	FY 09-10	FY 10-11	FY 11-12
Service Level				
# of curbside customers	41,775	41,992	42,014	42,014
# of refuse cans collected weekly on arterials	860	860	860	860
# of multifamily/commercial and industrial customers	4,681	4,599	4,821	4,821
Efficiency	<u>CY2008</u>	<u>CY 2009</u>	<u>CY 2010</u>	<u>CY 2011</u>
Tons of trash disposed	334,587	307,628	335,000	335,000
Diversion goal: lbs./person	<7.5	<7.5	<7.5	<7.5
Diversion actual: lbs./person	5.2	4.7	5	5
Gallons of used motor oil recycled	7,125	6,083	5,426	5,425
Used motor oil filters recycled	2,140	2,436	1,951	1,950

REFUSE COLLECTION ENTERPRISE
Refuse Collection

FUND 069
Department 17
Program 640

Account Code	LINE ITEM RESOURCES	ACTUAL FY 08-09	ACTUAL FY 09-10	ADOPTED FY 10-11	APPROVED FY 11-12
61000	Salaries Regular	182,896	111,541	215,855	203,005
61020	Salaries Part-Time	0	0	0	2,870
61040	Salaries Overtime	826	2,103	2,000	500
61100	Retirement-Employer Contributor	10,421	6,801	14,365	21,165
61120	Medicare Insurance	1,172	696	2,490	2,425
61130	Health Insurance	33,151	12,453	35,525	37,665
61170	Retiree Health Benefits	2,573	6,094	3,705	2,030
61180	Workers Compensation Insurance	18,361	7,884	17,400	17,180
	SUBTOTAL PERSONNEL	249,398	147,571	291,340	286,840
62120	Training, Transportation, Meetings	0	0	600	600
62300	Contract Services-Professional	6,806,420	7,401,077	7,388,060	8,593,440
	SUBTOTAL CONTRACTUAL	6,806,420	7,401,077	7,388,660	8,594,040
63001	Miscellaneous Operating Expenses	2,251	446	3,000	3,000
	SUBTOTAL COMMODITIES	2,251	446	3,000	3,000
65010	Rental City Equipment	15,795	15,795	15,795	15,790
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	200,000	900,000	300,000	300,000
65220	Treasury Services Charge	53,020	53,020	53,020	53,020
65240	Public Works Administrative Charges	982,395	1,129,760	699,460	826,680
65300	Contract Program Surcharge	2,872,365	5,047,365	4,672,365	4,672,365
65310	Program Savings Recovery	1,239,325	1,239,325	1,239,325	1,239,325
65400	Indirect Costs	9,351	4,898	13,980	8,360
	SUBTOTAL CROSS CHARGES	6,148,836	9,166,748	7,770,530	7,892,125
67300	Bond Principal	2,360,000	0	0	0
	SUBTOTAL DEBT SERVICE	2,360,000	0	0	0
69011	Reserve for Appropriation	626,790	0	0	692,620
	SUBTOTAL MISCELLANEOUS	626,790	0	0	692,620
	TOTAL OPERATING	16,193,696	16,715,843	15,453,530	17,468,625

Class Code	AUTHORIZED PERSONNEL	ADOPTED FY 10-11		APPROVED FY 11-12	
		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	
9240	Senior Maintenance Aide I, P/T		0.00		0.25
	TOTAL	3.00	0.00	3.00	0.25

CAPITAL FUND SUMMARY

DEPARTMENT/ AGENCY	Actual FY 09-10	Adopted FY 10-11	Approved FY 11-12	% of FY 11-12 Total	Increase (Decrease) Over Prior Year 10-11 to 11-12	
					In \$	In %
REVENUES						
28 Traffic Congestion Relief Fund	3,529,426	0	0	N/A	0	N/A
30 Prop. 1B Infrastructure Bond	5,845,282	3,593,059	400,000	1.2%	(3,193,059)	-88.9%
32 Measure M	5,638,997	6,116,145	4,423,420	12.9%	(1,692,725)	-27.7%
33 - 49 Transportation Area Funds	0	1,000	3,550,000	10.4%	3,549,000	354900.0%
55 Sewer Connection Project	193,200	2,400,000	2,000,000	5.8%	(400,000)	-16.7%
58 Residential Street Improvement	17,778,225	10,000,000	0	N/A	(10,000,000)	-100.0%
59 Select Street Construction	17,834,722	19,319,563	9,207,585	26.9%	(10,111,978)	-52.3%
161 State Capital Grants Fund	0	0	4,400,000	12.9%	4,400,000	N/A
169 Habitat Conservation Fund	0	75,000	62,500	0.2%	(12,500)	-16.7%
172 State Recreation Trails Program	228,743	253,440	550,000	1.6%	296,560	117.0%
201 - 226 Drainage Assessment	13,070	425,775	0	N/A	(425,775)	-100.0%
301 Park Acquisition & Dev.	1,199,010	425,775	522,250	1.5%	96,475	22.7%
400 Police Building Debt Service	9,605,803	9,109,075	9,079,575	26.6%	(29,500)	-0.3%
Total	61,866,477	51,718,832	34,195,330	100.0%	(17,523,502)	-33.9%
EXPENDITURES BY DEPARTMENT						
Public Works Agency						
28 Traffic Congestion Relief Fund	4,388,305	0	0	N/A	0	N/A
30 Prop. 1B Infrastructure Bond	6,954,000	3,593,059	400,000	1.2%	(3,193,059)	-88.9%
32 Measure M	5,502,383	6,426,972	4,423,420	12.8%	(2,003,552)	-31.2%
33 to 49 Transportation Area Funds	0	148,000	3,550,000	10.3%	3,402,000	2298.6%
55-532 Sewer Connection Project	125,588	2,400,000	2,000,000	5.8%	(400,000)	-16.7%
58-Var Residential Street Improvement	21,319,254	10,000,000	0	N/A	(10,000,000)	-100.0%
59-551 Select Street Construction	23,962,112	19,669,563	9,207,585	26.7%	(10,461,978)	-53.2%
Total	62,251,642	42,237,594	19,581,005	56.8%	(22,656,589)	-53.6%
Non-Departmental						
400 Police Building Debt Service	9,129,150	9,109,075	9,079,575	26.3%	(29,500)	-0.3%
Total	9,129,150	9,109,075	9,079,575	26.3%	(29,500)	-0.3%
Parks, Recreation & Community Services						
161-Var State Capital Grants Fund	0	0	4,400,000	12.8%	4,400,000	N/A
169 Habitat Conservation Fund	0	75,000	62,500	0.2%	(12,500)	-16.7%
172 State Recreation Trails Program	120,112	253,440	550,000	1.6%	296,560	117.0%
301 Park Acquisition & Dev.	549,957	425,775	822,250	2.4%	396,475	93.1%
Total	670,069	754,215	5,834,750	16.9%	5,080,535	673.6%
GRAND TOTAL	72,050,861	52,100,884	34,495,330	100.0%	(17,605,554)	-33.8%

Note: Amounts Include Interfund Transfers

CAPITAL FUNDS

Traffic Congestion Relief Program	PROGRAM	Fund 28
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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.

This Fund is transferred to HUTA, Fund 59

	<u>ACTUAL</u> <u>FY 09-10</u>	<u>ADOPTED</u> <u>FY 10-11</u>	<u>APPROVED</u> <u>FY 11-12</u>
REVENUES			
02817002 Traffic Congestion Relief Fund			
52320 Traffic Congestion Relief/State	2,325,598	0	0
52321 Traffic Congestion Relief/County	1,186,006	0	0
58000 Earnings on Investment	<u>17,822</u>	<u>0</u>	<u>0</u>
TOTAL TRAFFIC SYSTEM MANAGEMENT GRANT	<u><u>3,529,426</u></u>	<u><u>0</u></u>	<u><u>0</u></u>
	<u>ACTUAL</u> <u>FY 09-10</u>	<u>ADOPTED</u> <u>FY 10-11</u>	<u>APPROVED</u> <u>FY 11-12</u>
EXPENDITURES			
02817660 Traffic Congestion Relief Fund			
66220 Improvements Other than Buildings	<u>4,388,305</u>	<u>0</u>	<u>0</u>
TOTAL ANTICIPATED EXPENDITURES	<u><u>4,388,305</u></u>	<u><u>0</u></u>	<u><u>0</u></u>

CAPITAL FUNDS

Highway Safety & Traffic Reduction		PROGRAM		Fund 30
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.				
	ACTUAL	ADOPTED	APPROVED	
	FY 09-10	FY 10-11	FY 11-12	
REVENUES				
03017002 PROP 1B INFRASTRUCTURE BOND				
52360 Prop 1B Bond Act of 2006	5,254,182	3,593,059	400,000	
52361 Prop 1B - OC	500,000	0	0	
58000 Earnings on Investment	91,100	0	0	
TOTAL SPROP 1B INFRASTRUCTURE BOND FUND	5,845,282	3,593,059	400,000	
	ACTUAL	ADOPTED	APPROVED	
	FY 09-10	FY 10-11	FY 11-12	
EXPENDITURES				
03017660 PROP 1B INFRASTRUCTURE BOND				
66220 Improvements Other than Buildings	6,954,000	3,593,059	400,000	
TOTAL SPROP 1B INFRASTRUCTURE BOND FUND	6,954,000	3,593,059	400,000	
PROJECTS				
ARTERIAL IMPROVEMENTS			FY 11-12	
Street Reconstruction/Resurfacing				
Hazard Street Rehabilitation - PY			400,000	
TOTAL ARTERIAL IMPROVEMENTS			400,000	
		Total	400,000	

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 FY 09-10	ADOPTED FY 10-11	APPROVED FY 11-12
REVENUES				
03217002 MEASURE M				
50001 Prior Year Balance		0	310,827	0
52330 Measure M Competitive		2,649,129	3,210,800	554,170
52331 Measure M Turnback		2,914,201	2,825,345	3,869,250
57010 Miscellaneous Recoveries		0	0	0
58000 Earnings on Investment		75,667	80,000	0
	TOTAL MEASURE M FUND	<u>5,638,997</u>	<u>6,426,972</u>	<u>4,423,420</u>
		ACTUAL FY 09-10	ADOPTED FY 10-11	APPROVED FY 11-12
EXPENDITURES				
03217660 MEASURE M STREET CONSTRUCTION				
63001 Miscellaneous Operating Expenses		110	0	0
65205 Internal Department Personnel Charges		204,766	0	0
66100 Land		0	0	0
66220 Improvements Other than Buildings		3,777,490	6,426,972	4,423,420
		<u>3,982,366</u>	<u>6,426,972</u>	<u>4,423,420</u>
03217661 OCTA TRANSITWAY PROJECT - MOS 3				
66220 Improvements Other than Buildings		<u>1,520,017</u>	<u>0</u>	<u>0</u>
		1,520,017	0	0
	TOTAL MEASURE M FUND	<u>5,502,383</u>	<u>6,426,972</u>	<u>4,423,420</u>

CAPITAL FUNDS

Measure M	FY 11-12 PROJECT DETAIL		Fund 32
PROJECTS	FUNDING SOURCES		APPROVED TOTAL
	Turnback	Competitive	
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	1,300,000	0	1,300,000
Subtotal Neighborhood Street Improvements	1,300,000	0	1,300,000
TOTAL NEIGHBORHOOD IMPROVEMENTS	1,550,000	0	1,550,000
ARTERIAL IMPROVEMENTS			
Arterial Widening			
Project Development	100,000	0	100,000
Right of Way Management	100,000	0	100,000
Subtotal Arterial Widening	200,000	0	200,000
Street Reconstruction/Resurfacing			
Lyon: Chestnut to First	713,000	0	713,000
McFadden: Harbor to Fairview	174,250	0	174,250
Pavement Management	200,000	0	200,000
Subtotal Street Reconstruction/Resurfacing	1,087,250	0	1,087,250
TOTAL ARTERIAL IMPROVEMENTS	1,287,250	0	1,287,250
TRAFFIC IMPROVEMENTS			
Bike Lane Project Development	45,000	0	45,000
Fixed Guideway	277,000	554,170	831,170
Railroad Grade Crossing Enhancement and Quiet Zone Improvemer	500,000	0	500,000
Traffic Control Devices Inventory	60,000	0	60,000
Traffic Management Plans	50,000	0	50,000
Traffic Signal Equipment Replacement	100,000	0	100,000
Total Traffic Improvements	1,032,000	554,170	1,586,170
TOTAL MEASURE M PROJECTS	3,869,250	554,170	4,423,420

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>			
<p>FY 11-12 TRANSPORTATION SYSTEM IMPROVEMENT AREA</p>	<p>ACTUAL FY 09-10</p>	<p>ADOPTED FY 10-11</p>	<p>APPROVED FY 11-12</p>
REVENUES			
TRANSPORTATION SYSTEM IMPROVEMENT			
03517002-50001 Prior Year Balance	0	147,000	0
04317660-50300 Transportation System Imp. Area C	0	0	3,550,000
03517002-50300 Transportation System Imp. Area F	0	1,000	0
TOTAL	0	148,000	3,550,000
EXPENDITURES			
03517660 - TRANSPORTATION SYSTEM IMPROVEMENT AREA F			
66220 Improvements Other than Buildings	0	148,000	0
TOTAL	0	148,000	0
04317660 - TRANSPORTATION SYSTEM IMPROVEMENT AREA C			
66220 Improvements Other than Buildings	0	0	3,550,000
TOTAL	0	0	3,550,000
GRAND TOTAL	0	148,000	3,550,000
PROJECTS			APPROVED
TRANSPORTATION SYSTEM IMPROVEMENT AREA C			FY 11-12
Grand Avenue Widening: First Street to Fourth Street			3,550,000
TOTAL TRAFFIC IMPROVEMENTS			3,550,000

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>			
REVENUES	ACTUAL FY 09-10	ADOPTED FY 10-11	APPROVED FY 11-12
05517002 SEWER CONNECTION FEE FUND			
50001 Prior Year Balance	0	0	0
53701 Sewer Connection Fees	145,616	2,400,000	2,000,000
58000 Earning on Investment	47,584	0	0
TOTAL SEWER CONNECTION FEE FUND	193,200	2,400,000	2,000,000
EXPENDITURES	ACTUAL FY 09-10	ADOPTED FY 10-11	APPROVED FY 11-12
05517660 SEWER CONNECTION PROJECTS			
66220 Improvements Other than Buildings	125,588	2,400,000	2,000,000
TOTAL SEWER CONNECTION PROJECTS	125,588	2,400,000	2,000,000
PROJECTS			FY11-12
INFRASTRUCTURE IMPROVEMENTS			
Sewer Main Hot Spot Repairs and Main Replacements			1,500,000
Sewer Main Relining/ Rehabilitation			500,000
TOTAL			2,000,000

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	ADOPTED	APPROVED
		FY 09-10	FY 10-11	FY 11-12
REVENUES				
05817002 Residential Street Improvement				
50001	Prior Year Balance	0	0	0
53730	Host Fees	10,412	0	0
51701	Transportation/Oversize Permits	14,071	0	0
53705	Trench Cut Fees	23,088	0	0
53706	Street Construction Fees	39,777	0	0
59000-29	Transfer from Special Gas Tax Fund 29	17,690,877	10,000,000	0
	TOTAL	<u>17,778,225</u>	<u>10,000,000</u>	<u>0</u>
EXPENDITURES				
05817661 Gas Tax Residential Street Improvement				
65205	Internal Departments Personnel Charges	1,306,587	0	0
66220	Improvements Other than Buildings	20,012,667	10,000,000	0
		<u>21,319,254</u>	<u>10,000,000</u>	<u>0</u>
	TOTAL RESIDENTIAL STREET IMPROVEMENT	<u>21,319,254</u>	<u>10,000,000</u>	<u>0</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 style="margin-left: 40px;">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>			
	<u>ACTUAL</u>	<u>ADOPTED</u>	<u>APPROVED</u>
	<u>FY 09-10</u>	<u>FY 10-11</u>	<u>FY 11-12</u>
REVENUES			
05917002 Select Street Construction			
50001	Prior Year Balance	0	350,000
52000	Federal Grants - Direct	174,564	0
52001	Federal Grants - Indirect	2,942,462	0
52026	State Grants - Indirect	118,489	0
52341	OCTA Gas Tax Subvention	13,840,546	15,800,000
57010	Miscellaneous Recoveries	495	0
57080	Developer Contribution	157,604	0
57960	Rental of Property	221,391	0
58000	Earnings on Investment	60,567	0
59000-29	Transfer from Fund 29	318,603	3,519,563
TOTAL SELECT STREET CONSTRUCTION		<u>17,834,722</u>	<u>19,669,563</u>
		<u>ACTUAL</u>	<u>ADOPTED</u>
		<u>FY 09-10</u>	<u>FY 10-11</u>
EXPENDITURES			
05917660 Select Street Construction			
66220	Improvements Other than Buildings	3,498,885	3,519,563
		3,498,885	3,519,563
05917661 OCTA Bristol Street Corridor Improvements			
66100	land	12,330,941	
66220	Improvements Other than Buildings	6,453,895	16,150,000
		18,784,836	16,150,000
05917662 ARRA RSTP			
66220	Improvements Other than Buildings	1,678,391	0
		1,678,391	0
TOTAL 59 SELECT STREET		<u>23,962,112</u>	<u>19,669,563</u>

CAPITAL FUNDS

Select Street Construction	PROJECT DETAIL			Fund 59
FY11-12 PROJECTS	FUNDING SOURCES			APPROVED Total
	Gas Tax	OCTA Gas Tax	Others	
ARTERIAL IMPROVEMENTS				
Street Reconstruction/Resurfacing				
Hazard Avenue: Harbor to Euclid	374,440	0	0	374,440
McFadden Avenue: Euclid to Newhope	698,180	0	0	698,180
McFadden Avenue: Harbor to Fairview	506,255	0	0	506,255
TOTAL ARTERIAL IMPROVEMENTS	1,578,875	0	0	1,578,875
TRAFFIC IMPROVEMENTS				
Circulation Element Update	500,000	0	0	500,000
Euclid Ave. Corridor Traffic Signal Synchronization	30,000	0	0	30,000
Fairview St. Corridor Traffic Signal Synchronization	76,000	0	0	76,000
Fairview Street at Edna Drive -New Traffic Signal (HSIP)	45,000	401,000	0	446,000
Fixed Guideway (FTA)	0	4,433,360	0	4,433,360
MacArthur Blvd/Talbert Ave. Corridor Traffic Signal Synchronization	55,000	0	0	55,000
McFadden Avenue and Euclid Street - Traffic Signal Modification (HSIP)	40,000	343,800	0	383,800
McFadden Avenue and Lyon Street - Traffic Signal Modification (HSIP)	40,000	343,800	0	383,800
Raitt Street and Adams Street - New Traffic Signal (HSIP)	45,000	401,000	0	446,000
Tustin Ave/Rose Dr Corridor Traffic Signal Synchronization	28,000	0	0	28,000
Warner Ave Corridor Traffic Signal Synchronization	61,000	0	0	61,000
TOTAL TRAFFIC IMPROVEMENTS	920,000	5,922,960	0	6,842,960
PARK FACILITY IMPROVEMENTS				
Flower Street Bike Trail (Phase 2)	0	500,000	0	500,000
Maple - Occidental Bike Trail - PY	0	285,750	0	285,750
TOTAL PARK FACILITY IMPROVEMENTS	0	785,750	0	785,750
GRAND TOTAL	2,498,875	6,708,710	0	9,207,585

CAPITAL PROJECTS

State Capital Grants	PROGRAM	Fund 161																																																	
PURPOSE:																																																			
<p>The City funds a variety of capital projects using various state grants. The Safe Drinking Water, Water Quality and Supply, Flood Control, River and Coastal Protection Bond Act of 2006 (Proposition 84) authorizes \$5.388 billion in general obligation bonds to fund various water projects, natural resource improvements, and state and local park improvements.</p>																																																			
REVENUES																																																			
<table style="width: 100%; border-collapse: collapse;"> <thead> <tr> <th style="width: 50%;"></th> <th style="text-align: center; border-bottom: 1px solid black;">ACTUAL FY 09-10</th> <th style="text-align: center; border-bottom: 1px solid black;">ADOPTED FY 10-11</th> <th style="text-align: center; border-bottom: 1px solid black;">APPROVED FY 11-12</th> </tr> </thead> <tbody> <tr> <td colspan="4">161 STATE CAPITAL GRANTS</td> </tr> <tr> <td style="padding-left: 20px;">50001 Balance From Prior Year</td> <td style="text-align: center;">0</td> <td style="text-align: center;">0</td> <td style="text-align: center;">0</td> </tr> <tr> <td style="padding-left: 20px;">52025 State Grants - Direct</td> <td style="text-align: center;">0</td> <td style="text-align: center;">0</td> <td style="text-align: center;">4,400,000</td> </tr> <tr> <td>TOTAL CAPITAL OUTLAY FUND REVENUES</td> <td style="text-align: center; border-top: 1px solid black; border-bottom: 3px double black;">0</td> <td style="text-align: center; border-top: 1px solid black; border-bottom: 3px double black;">0</td> <td style="text-align: center; border-top: 1px solid black; border-bottom: 3px double black;">4,400,000</td> </tr> <tr> <td colspan="4">EXPENDITURES</td> </tr> <tr> <td style="padding-left: 20px;">16113266 <i>Prop. 84 - Williard Project</i></td> <td></td> <td></td> <td></td> </tr> <tr> <td style="padding-left: 40px;">66220 Improvments Other Than Buildings</td> <td style="text-align: center;">0</td> <td style="text-align: center;">0</td> <td style="text-align: center;">4,400,000</td> </tr> <tr> <td>TOTAL CAPITAL OUTLAY EXPENDITURES</td> <td style="text-align: center; border-top: 1px solid black; border-bottom: 3px double black;">0</td> <td style="text-align: center; border-top: 1px solid black; border-bottom: 3px double black;">0</td> <td style="text-align: center; border-top: 1px solid black; border-bottom: 3px double black;">4,400,000</td> </tr> <tr> <td colspan="4">PROJECTS</td> </tr> <tr> <td>Willard Intermediate Park</td> <td></td> <td></td> <td style="text-align: center; border-top: 1px solid black;">4,400,000</td> </tr> <tr> <td>TOTAL PROJECTS</td> <td></td> <td></td> <td style="text-align: center; border-top: 1px solid black; border-bottom: 3px double black;">4,400,000</td> </tr> </tbody> </table>					ACTUAL FY 09-10	ADOPTED FY 10-11	APPROVED FY 11-12	161 STATE CAPITAL GRANTS				50001 Balance From Prior Year	0	0	0	52025 State Grants - Direct	0	0	4,400,000	TOTAL CAPITAL OUTLAY FUND REVENUES	0	0	4,400,000	EXPENDITURES				16113266 <i>Prop. 84 - Williard Project</i>				66220 Improvments Other Than Buildings	0	0	4,400,000	TOTAL CAPITAL OUTLAY EXPENDITURES	0	0	4,400,000	PROJECTS				Willard Intermediate Park			4,400,000	TOTAL PROJECTS			4,400,000
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TOTAL PROJECTS			4,400,000																																																

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 FY 09-10	ADOPTED FY 10-11	APPROVED FY 11-12
REVENUES				
16913002 HABITAT CONSERVATION FUND				
52001 Federal Grant- Indirect	0	0	0	
52025 State Grant - Direct	0	75,000	62,500	
57081 Grant-Other	0	0	0	
58000 Earnings On Investments	0	0	0	
TOTAL ANTICIPATED REVENUES	<u>0</u>	<u>75,000</u>	<u>62,500</u>	
		ACTUAL FY 09-10	ADOPTED FY 10-11	APPROVED FY 11-12
EXPENDITURES				
16913262 HABITAT CONSERVATION FUND				
66220 Improvements other than Buildings	0	75,000	62,500	
TOTAL ANTICIPATED EXPENDITURES	<u>0</u>	<u>75,000</u>	<u>62,500</u>	
PRIOR YEAR FUNDING PROJECTS				FY 11-12
<i>Park Facility Improvements</i>				
Centennial Waterfowl Sanctuary				62,500
TOTAL PARK FACILITY IMPROVEMENTS				<u>62,500</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 FY 09-10	ADOPTED FY 10-11	APPROVED FY 11-12
REVENUES				
17213002	NATIONAL RECREATION TRAILS FUND ACT			
	52025 State Aid Program	228,743	253,440	550,000
	TOTAL ANTICIPATED REVENUES	<u>228,743</u>	<u>253,440</u>	<u>550,000</u>
		ACTUAL FY 09-10	ADOPTED FY 10-11	APPROVED FY 11-12
EXPENDITURES				
17213240	NATIONAL RECREATION TRAILS FUND ACT			
	66220 Improvements other than Buildings	120,112	253,440	550,000
	TOTAL ANTICIPATED EXPENDITURES	<u>120,112</u>	<u>253,440</u>	<u>550,000</u>
PRIOR YEAR FUNDING PROJECTS				
<i>Park Facility Improvements</i>				APPROVED FY 11-12
	Flower Street Bike Trail (Phase 2)			550,000
	TOTAL PARK FACILITY IMPROVEMENTS			<u>550,000</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 FY 09-10	ADOPTED FY 10-11	APPROVED FY 11-12
REVENUES			
30113002 REC/COM SVCS ACQ & DEV			
50001 Balance from Prior Year	0	0	300,000
53300 Park Acquisition & Dev. Fees	0	0	0
57991 Miscellaneous	50	0	0
	50	0	300,000
31113002 RESIDENTIAL DEVELOPMENT DISTRICT 1			
50001 Prior Year Carry Forward	0	0	0
53300 Park Acquisition & Dev. Fees	0	66,615	0
58000 Earnings on Investments	847	0	0
	847	66,615	0
31213002 RESIDENTIAL DEVELOPMENT DISTRICT 2			
53300 Park Acquisition & Dev. Fees	0	75,000	90,000
58000 Earnings on Investments	15,115	0	0
	15,115	75,000	90,000
31313002 RESIDENTIAL DEVELOPMENT DISTRICT 3			
53300 Park Acquisition & Dev. Fees	1,170,839	284,160	432,250
57991 Miscellaneous	2,724	0	0
58000 Earnings on Investments	9,435	0	0
	1,182,998	284,160	432,250
TOTAL PARK ACQUISITION AND DEVELOPMENT	1,199,010	425,775	822,250
	ACTUAL FY 09-10	ADOPTED FY 10-11	APPROVED FY 11-12
EXPENDITURES			
30113260 RESIDENTIAL DEVELOPMENT DISTRICT 1			
66220 Improvements Other than Buildings	0	0	300,000
	0	0	300,000
31113260 RESIDENTIAL DEVELOPMENT DISTRICT 1			
66220 Improvements Other than Buildings	0	66,615	0
	0	66,615	0
31213260 RESIDENTIAL DEVELOPMENT DISTRICT 2			
66220 Improvements Other than Buildings	208,372	75,000	90,000
	208,372	75,000	90,000
31313260 RESIDENTIAL DEVELOPMENT DISTRICT 3			
66220 Improvements Other than Buildings	341,585	284,160	432,250
	341,585	284,160	432,250
TOTAL PARK ACQUISITION AND DEVELOPMENT	549,957	425,775	822,250
PROJECTS			APPROVED FY 11-12
Park Facility Improvements			
Centennial (Santa Ana College) Land Conversion - PY			300,000
Flower Street Bike Trail (Phase 2) (District 3)			337,000
Maple - Occidental Bike Trail (District 3) - PY			95,250
Santiago Park Roadway Reconstruction (District 2) - PY			90,000
TOTAL			822,250

CAPITAL FUNDS

Police Building Debt Service		PROGRAM			Fund 400
PURPOSE:					
<p>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.</p>					
		<u>ACTUAL</u>	<u>ADOPTED</u>	<u>APPROVED</u>	
		<u>FY 09-10</u>	<u>FY 10-11</u>	<u>FY 11-12</u>	
REVENUES					
40019002 POLICE BUILDING DEBT SERVICE					
58000	Earnings on Investments	9,636	15,000	15,000	
58005	Investment Income -Trustee	465,742	0	0	
59000-11	Transfer From General Fund 11	9,130,425	9,094,075	9,064,575	
TOTAL POLICE BUILDING DEBT SERVICE FUND		<u>9,605,803</u>	<u>9,109,075</u>	<u>9,079,575</u>	
		<u>ACTUAL</u>	<u>ADOPTED</u>	<u>APPROVED</u>	
		<u>FY 09-10</u>	<u>FY 10-11</u>	<u>FY 11-12</u>	
EXPENDITURES					
40019020 POLICE BUILDING DEBT SERVICE					
62300	Other Contractual Services	13,725	15,000	15,000	
67300	Bond Principal	4,030,000	4,190,000	4,370,000	
67310	Bond Interest	5,085,425	4,904,075	4,694,575	
TOTAL POLICE BUILDING DEBT SERVICE FUND		<u>9,129,150</u>	<u>9,109,075</u>	<u>9,079,575</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>
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>84,930,000</u>	<u>43,672,678</u>	<u>128,602,678</u>	<u>0</u>	<u>128,602,678</u>

* Fiscal Year begins July 1st and ends June 30th.

** Debt Service Reserve Fund (DSRF)

**CITY OF SANTA ANA
CAPITAL IMPROVEMENT PROGRAM (CIP)
FY 11-12 CIP PROJECTS BY CATEGORY**

<u>PROJECTS</u>	<u>TOTAL</u>
I. NEIGHBORHOOD IMPROVEMENTS	
Neighborhood Street Improvements	
Neighborhood Traffic Management	1,300,000
Residential Street Repair Program	725,000
Subtotal Neighborhood Street Improvements	2,025,000
Curb, Gutter, Sidewalk	
Omnibus Concrete	250,000
Subtotal Curb, Gutter, Sidewalk	250,000
TOTAL NEIGHBORHOOD IMPROVEMENTS	2,275,000
II. ARTERIAL IMPROVEMENTS	
Arterial Widening	
Grand Avenue Widening: First Street to Fourth Street	3,550,000
Project Development	100,000
Right-of-Way Management	100,000
Subtotal Arterial Widening	3,750,000
Street Reconstruction/Resurfacing	
Hazard: Harbor to Euclid	774,440
Lyon: Chestnut to First	713,000
McFadden Avenue: Euclid to Newhope	698,180
McFadden: Harbor to Fairview	680,505
Pavement Management	200,000
Subtotal Street Reconstruction/Resurfacing	3,066,125
TOTAL ARTERIAL IMPROVEMENTS	6,816,125
III. TRAFFIC IMPROVEMENTS	
Traffic Improvements	
Bike Lane Project Development	45,000
Circulation Element Update	500,000
Euclid Ave. Corridor Traffic Signal Synchronization	30,000
Fairview St. Corridor Traffic Signal Synchronization	76,000
Fairview Street at Edna Drive -New Traffic Signal	446,000
Fixed Guideway	5,264,530
MacArthur Blvd/Talbert Ave. Corridor Traffic Signal Synchronization	55,000
McFadden Avenue and Euclid Street - Traffic Signal Modification	383,800
McFadden Avenue and Lyon Street - Traffic Signal Modification	383,800
Railroad Grade Crossing Enhancement and Quiet Zone Improvement	500,000
Raitt Street and Adams Street - New Traffic Signal	446,000
Traffic Control Devices Inventory	60,000
Traffic Management Plans	50,000
Traffic Signal Equipment Replacement	100,000
Tustin Ave/Rose Dr Corridor Traffic Signal Synchronization	28,000
Warner Ave Corridor Traffic Signal Synchronization	61,000
Subtotal Traffic Improvements	8,429,130
TOTAL TRAFFIC IMPROVEMENTS	8,429,130

**CITY OF SANTA ANA
CAPITAL IMPROVEMENT PROGRAM (CIP)
FY 11-12 CIP PROJECTS BY CATEGORY**

<u>PROJECTS</u>	<u>TOTAL</u>
IV. INFRASTRUCTURE IMPROVEMENTS	
Sewer	
Sewer Main Hot Spot Repairs and Main Replacements	1,500,000
Sewer Main Relining/Rehabilitation	500,000
Subtotal Sewer	2,000,000
Water	
Walnut Pump Station	2,500,000
Well No. 30	250,000
Subtotal Water	2,750,000
TOTAL INFRASTRUCTURE IMPROVEMENTS	4,750,000
V. PARK FACILITY IMPROVEMENTS	
Park Facility Improvements/Renovation	
Centennial (Santa Ana College) Land Conversion	300,000
Centennial Retaining Wall (DYSC #4)	122,550
Centennial Waterfowl Sanctuary	160,600
El Salvador Walkway Reconstruction	118,000
Flower Street Bike Trail (Phase 2)	1,387,000
Fourth & French Plaza	200,000
Jerome Park (South) Parking Lot Reconstruction	144,600
Jerome Park Security Lighting	202,250
Jerome Park Walkway Reconstruction	134,400
Jerome Park/Monte Vista School Fencing	232,268
Maple - Occidental Bike Trail	381,000
OC Jail/Stadium Feeding Area	68,450
Santiago Park Roadway Reconstruction	150,000
Spurgeon Ballfield Electrical Panel Replacement	62,880
Willard Intermediate Park	4,400,000
Subtotal Park Improvements/Renovation	8,063,998
TOTAL PARK FACILITY IMPROVEMENTS	8,063,998
GRAND TOTAL	30,334,253

**CITY OF SANTA ANA
SEVEN-YEAR CAPITAL IMPROVEMENT PROGRAM
FY 11-12 THROUGH FY 17-18**

PROJECTS	FY 11-12	FY 12-13	FY 13-14	FY 14-15	FY 15-16	FY 16-17	FY 17-18	TOTAL
I. NEIGHBORHOOD IMPROVEMENTS								
Neighborhood Street Improvements	2,025,000	1,300,000	1,300,000	1,300,000	1,300,000	1,300,000	1,300,000	9,825,000
Curb, Gutter, Sidewalk Improvements	250,000	250,000	250,000	250,000	250,000	250,000	250,000	1,750,000
Total Neighborhood Improvements	2,275,000	1,550,000	1,550,000	1,550,000	1,550,000	1,550,000	1,550,000	11,575,000
II. ARTERIAL IMPROVEMENTS								
Arterial Widening	3,750,000	200,000	200,000	200,000	200,000	200,000	200,000	4,950,000
Street Reconstruction/Resurfacing	3,066,125	4,838,598	5,054,962	5,256,715	5,479,066	5,712,535	5,957,677	35,365,678
Total Arterial Improvements	6,816,125	5,038,598	5,254,962	5,456,715	5,679,066	5,912,535	6,157,677	40,315,678
III. TRAFFIC IMPROVEMENTS								
Traffic Improvements	8,429,130	567,170	290,000	300,000	300,000	310,000	310,000	10,506,300
Total Traffic Improvements	8,429,130	567,170	290,000	300,000	300,000	310,000	310,000	10,506,300
IV. INFRASTRUCTURE IMPROVEMENTS								
Sewer	2,000,000	2,500,000	3,000,000	3,500,000	4,000,000	4,500,000	5,000,000	24,500,000
Water	2,750,000	2,500,000	3,000,000	3,500,000	4,000,000	4,500,000	5,000,000	25,250,000
Total Infrastructure Improvements	4,750,000	5,000,000	6,000,000	7,000,000	8,000,000	9,000,000	10,000,000	49,750,000
V. PARK IMPROVEMENTS								
Park Improvements/Renovation	8,063,998	0	0	0	0	0	0	8,063,998
Total Park Improvements	8,063,998	0	0	0	0	0	0	8,063,998
GRAND TOTAL	30,334,253	12,155,768	13,094,962	14,306,715	15,529,066	16,772,535	18,017,677	120,210,976