

FY 2012-2013 Adopted ANNUAL BUDGET



City Council Meeting
June 18, 2012

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	ACTUAL	ACTUAL	ADOPTED	PROPOSED	as % of	Increase (Decrease)	
	FY 09-10	FY 10-11	FY 11-12	FY 12-13	FY 12-13	11-12 to 12-13	
					Total GF 11	in \$	in %
TAXES							
Sales Tax	32,986,012	35,840,571	35,957,909	37,640,165	19.2%	1,682,256	4.7%
Property Tax	27,288,432	26,849,861	27,314,956	28,064,495*	14.3%	749,539	2.7%
Property Tax in Lieu VLF	25,785,704	24,992,233	25,201,924	25,091,765	12.8%	(110,159)	-0.4%
Utility Users Tax	26,097,219	25,327,332	25,090,000	24,742,266	12.6%	(347,734)	-1.4%
Homeowner Property Tax Subvention	236,681	232,059	234,611	230,050	0.1%	(4,561)	-1.9%
Business Tax	9,944,049	10,380,184	10,050,000	10,251,000	5.2%	201,000	2.0%
Hotel Visitor's Tax	5,650,400	5,970,305	6,600,000	7,335,044	3.7%	735,044	11.1%
Half-cent Sales Tax (Safety)	1,509,740	1,568,071	1,547,360	1,601,518	0.8%	54,158	3.5%
Documentary Stamp Tax	843,231	595,310	506,220	520,000	0.3%	13,780	2.7%
Taxes Subtotal	130,341,468	131,755,925	132,502,980	135,476,303	68.9%	747,055	0.6%
FUND TRANSFERS							
Transfer from Liability Fund	0	3,675,317	10,629,145	0	0.0%	(10,629,145)	-100.0%
Transfer from Workers Compensation Fund	0	0	3,000,000	0	0.0%	(3,000,000)	-100.0%
Transfer from PRCSA Special Rev. Fund	0	217,203	0	0	0.0%	0	n/a
Transfer from Capital Outlay Fund	348,315	801,972	344,175	344,175	0.2%	0	0.0%
Transfer from RDA (Pass Through's)	7,624,090	2,537,690	3,430,860	0	0.0%	(3,430,860)	-100.0%
Transfer from Vehicle Replacement Fund	2,241,460	0	0	0	0.0%	0	n/a
Transfer from PWA Administration Fund	0	100,000	0	0	0.0%	0	n/a
Fund Transfers Subtotal	10,213,865	7,332,182	17,404,180	344,175	0.2%	(17,060,005)	-98.0%
INTERGOVERNMENTAL							
Property Tax - Passthrough AB1290	604,030	334,115	391,186	804,295	0.4%	413,109	105.6%
Motor Vehicle License	1,044,702	1,632,260	1,290,472	0	0.0%	(1,290,472)	-100.0%
OCTA Gas Tax	1,061,667	1,963,289	1,274,000	1,717,200	0.9%	443,200	34.8%
Rancho Santiago Reimbursement-PRCSA	23,009	24,736	20,000	20,000	0.0%	0	0.0%
SB90 State Mandates Reimbursement	103,616	174,229	200,000	300,000	0.2%	100,000	50.0%
S.T.C. Reimbursement	30,213	70,524	55,000	25,300	0.0%	(29,700)	-54.0%
P.O.S.T. Reimbursements	76,216	56,860	96,500	96,500	0.0%	0	0.0%
Rancho Santiago Reimbursement-FD	60,453	67,024	50,000	0	0.0%	(50,000)	-100.0%
Overhead Charge - Water	8,657,180	9,077,180	8,857,180	8,667,180	4.4%	(190,000)	-2.1%
Overhead Charge - Sanitation	100,000	100,000	100,000	0	0.0%	(100,000)	-100.0%
Overhead Charge - Refuse	900,000	300,000	300,000	0	0.0%	(300,000)	-100.0%
Intergovernmental Subtotal	12,661,086	13,800,217	12,634,338	11,630,475	5.9%	(1,003,863)	-7.9%
USE OF MONEY & PROPERTY							
Earnings on Investments	169,081	187,578	122,744	200,000	0.1%	77,256	62.9%
Loss(Gain) MV on Investments	0	27,424	0	0	0.0%	(27,424)	n/a
Rental of Property	102,385	100,429	103,510	333,910	0.2%	230,400	222.6%
PRCSA - Godinez High School	11,140	11,578	0	12,000	0.0%	12,000	n/a
Recreation Facility Rental	72,945	51,902	50,000	42,000	0.0%	(8,000)	-16.0%
Rental of Stadium	137,574	151,813	105,000	118,000	0.1%	13,000	12.4%
Police Department Jail Facility Rental	15,153,894	14,494,641	14,400,000	14,500,000	7.4%	100,000	0.7%
Use of Money & Property Subtotal	15,647,019	15,025,365	14,781,254	15,205,910	7.7%	424,656	2.9%

* Includes \$1.1 million in new Property Tax revenues tied to the elimination of Redevelopment Agency.

	ACTUAL FY 09-10	ACTUAL FY 10-11	ADOPTED FY 11-12	PROPOSED FY 12-13	as % of	Increase (Decrease)	
					FY 12-13	11-12 to 12-13	
					Total GF 11	in \$	in %
MISCELLANEOUS							
Expense Reimbursement	25,468	14,051	24,506	31,300	0.0%	6,794	27.7%
Sale of Land	2,358,015	0	0	14,040	0.0%	14,040	n/a
Monitoring/PILOT Fees	(11,450)	43,526	40,411	58,699	0.0%	18,288	45.3%
Indirect Cost Recovery	2,082,497	2,363,310	2,382,599	2,094,556	1.1%	(288,043)	-12.1%
Attorney Reimbursement	1,177,581	1,176,116	1,176,339	978,930	0.5%	(197,409)	-16.8%
Miscellaneous Recoveries	8,521	123,007	121,320	123,000	0.1%	1,680	1.4%
Remaining Balances				(607,440)	-0.3%	(607,440)	n/a
Sale of Junk and Waste	0	3,632	0	45,150	0.0%	(3,632)	n/a
Miscellaneous Refunds	554	0	1,000	1,200	0.0%	200	20.0%
Write Off Collections	(21,011)	(7,263)	0	0	0.0%	0	n/a
Stale Dated Checks	13,857	6,491	0	20,000	0.0%	20,000	n/a
Issuer Fees	0	11,833	11,963	0	0.0%	(11,963)	-100.0%
Library Gifts & Donations	0	7	0	10	0.0%	10	n/a
Other Library Recoveries	5,233	5,364	4,480	4,000	0.0%	(480)	-10.7%
Library Sales-General	738	367	440	185	0.0%	(255)	-58.0%
Sale of Books	(30)	0	0	0	0.0%	0	n/a
Vending Machines Concession	4,583	2,911	3,000	3,000	0.0%	0	0.0%
Park Maint. Expense Reimbursement	69,424	50,608	60,850	60,850	0.0%	0	0.0%
Recreation Expense Reimbursement	4,836	20,592	20,000	5,000	0.0%	(15,000)	-75.0%
Storage of Weapon Fee	2,200	3,200	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	1	60,010	2	0	0.0%	(2)	-100.0%
Police OT Reimbursement	525,673	98,551	0	0	0.0%	0	n/a
Police Salary Reimbursement	174,641	169,788	0	43,000	0.0%	43,000	n/a
Police Miscellaneous Reimbursements	109,603	83,006	68,900	100,000	0.1%	31,100	45.1%
Property & Evidence Recovery	25,713	27,984	30,000	70,000	0.0%	40,000	133.3%
Jail Kitchen Rental	12,424	4,746	6,000	66,000	0.0%	60,000	1000.0%
Miscellaneous Fire Service Charge	12,825	11,272	8,000	0	0.0%	(8,000)	-100.0%
Fire Expense Reimbursement	915	1,628	1,000	0	0.0%	(1,000)	-100.0%
Fire OT Reimbursement	20,766	13,714	0	0	0.0%	0	n/a
Extension Request Fee	5,940	4,085	4,752	8,230	0.0%	3,478	73.2%
Plan Check Reimbursement	76,925	177,227	156,036	158,000	0.1%	1,964	1.3%
Planning Reimbursement	127,070	0	127,883	124,076	0.1%	(3,807)	-3.0%
Refuse Contract Program Surcharge	5,049,615	4,672,365	4,672,365	4,972,365	2.5%	300,000	6.4%
Expense Reimbursement - Condemn Deposit	6,447	8,958	7,760	100	0.0%	(7,660)	-98.7%
Refuse Program Savings Recovery	1,239,325	1,239,325	1,239,325	1,351,500	0.7%	112,175	9.1%
Graffiti Enforcement Reimbursement	237,500	150,000	230,000	230,000	0.1%	0	0.0%
Sale of Maps and Documents	6,507	13,171	7,500	7,300	0.0%	(200)	-2.7%
Miscellaneous Receipts	0	693	0	1,000	0.0%	1,000	n/a
Miscellaneous Subtotal	13,352,906	10,554,273	10,578,931	10,136,551	5.2%	(442,380)	-4.2%

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					FY 12-13	11-12 to 12-13	
					Total GF 11	in \$	in %
CHARGES FOR SERVICES							
Sale of Printed Materials	305	597	562	572	0.0%	10	1.8%
Credit Card Processing Fee	67,703	99,805	68,448	0	0.0%	(68,448)	-100.0%
Stop Payment/Reissue Fee	0	433	0	0	0.0%	0	n/a
Miscellaneous Service Charge	1,781	16,635	6,877	8,165	0.0%	1,288	18.7%
Fire Code Permit Fee	4,059	783	2,500	0	0.0%	(2,500)	-100.0%
Fire Inspection Fee	26,750	61,512	38,385	0	0.0%	(38,385)	-100.0%
Hazardous Material Discloser Fees	190,485	249,610	252,750	0	0.0%	(252,750)	-100.0%
False Alarm Charge-Fire	3,273	3,266	3,000	0	0.0%	(3,000)	-100.0%
Hazardous Materials Cleanup Charge	932	1,921	0	600	0.0%	600	n/a
Hazardous Materials JPA Reimbursement	5,431	9,166	5,000	0	0.0%	(5,000)	-100.0%
Paramedic Subscription Fee	154,362	153,619	110,000	260,000	0.1%	150,000	136.4%
Emergency Response Reimb.-Fire Dept.	45	0	0	0	0.0%	0	n/a
Paramedic Service Charge	3,477,707	3,280,923	3,003,300	3,300,000	1.7%	296,700	9.9%
Passport Fee	4,617	5,355	3,350	3,585	0.0%	235	7.0%
Library Video Rentals	23,100	19,072	15,500	17,300	0.0%	1,800	11.6%
Non-Resident Library Card Fee	2,967	2,001	1,890	900	0.0%	(990)	-52.4%
Library Microfiche Rentals	1,257	30	0	0	0.0%	0	n/a
Library Fines	80,518	76,863	69,870	58,500	0.0%	(11,370)	-16.3%
Library Meeting Room Rental	2,337	1,875	1,680	1,900	0.0%	220	13.1%
Building Standards Revolving fund	1,040	1,683	2,160	7,622	0.0%	5,462	252.9%
OCFA Admin. Processing Fee	0	0	0	2,500	0.0%	2,500	n/a
Building Plan Check	519,754	655,062	582,423	858,574	0.4%	276,151	47.4%
Electrical Plan Check	99,872	108,931	96,649	123,219	0.1%	26,570	27.5%
Plumbing Plan Check	25,025	31,517	28,681	46,608	0.0%	17,927	62.5%
Mechanical Plan Check	43,288	45,499	39,582	51,684	0.0%	12,102	30.6%
Landscape Plan Review	10,433	8,338	9,237	17,068	0.0%	7,831	84.8%
Variance Fees	394,359	465,362	385,635	210,000	0.1%	(175,635)	-45.5%
EIR Review Fees	34,163	(131,459)	52,037	63,412	0.0%	11,375	21.9%
Mitigation Monitoring Fee	0	31	0	0	0.0%	0	n/a
Land Use Certificate Processing Fee	28,711	21,299	37,524	219,576	0.1%	182,052	485.2%
Shopping Cart Containment Program	39,326	36,394	45,148	41,200	0.0%	(3,948)	-8.7%
Residential Inspection Surcharge	471,483	507,208	505,606	504,952	0.3%	(654)	-0.1%
Site Plan Review Charge	301,466	358,004	288,510	441,259	0.2%	152,749	52.9%
Project Coordination Charge	(1,343)	18,768	0	0	0.0%	0	n/a
Abandoned Vehicle Reimbursement/PBA	36,911	174,810	98,000	0	0.0%	(98,000)	-100.0%
Hearing Officer Recovery/Com. Pres.	468	0	750	0	0.0%	(750)	-100.0%
Illegal Signage Fines	525	0	0	0	0.0%	0	n/a
Code Enforcement Reimbursement	80,000	79,659	80,000	80,000	0.0%	0	0.0%
Center Programs	93,647	35,484	30,000	40,000	0.0%	10,000	33.3%
Youth Sports	12,941	8,924	6,060	10,000	0.0%	3,940	65.0%
Pool Charges	97,467	30,706	35,000	33,000	0.0%	(2,000)	-5.7%
Adult Sports	10,166	0	0	0	0.0%	0	n/a
Youth Field Usage Fee	48,807	45,528	40,000	40,000	0.0%	0	0.0%
Park Reservations	244,705	258,716	250,000	250,000	0.1%	0	0.0%
Zoo Education	79,005	82,920	35,000	35,000	0.0%	0	0.0%
Zoo Admissions	820,957	884,987	715,000	1,017,000	0.5%	302,000	42.2%
Food Sale Concession	19,103	29,898	33,600	30,000	0.0%	(3,600)	-10.7%

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					FY 12-13	11-12 to 12-13	
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CHARGES FOR SERVICES - Continued							
Leisure Classes	177,788	337,973	255,000	366,000	0.2%	111,000	43.5%
Soccer Field Surcharge	0	252	0	0	0.0%	0	n/a
Tennis Reservations	44,000	61,180	42,000	42,000	0.0%	0	0.0%
Recreation Staff Reimbursement	23,849	69,442	50,000	60,000	0.0%	10,000	20.0%
Sewer Connection Fee	0	5	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	31,525	24,000	30,000	0.0%	6,000	25.0%
Vehicle Release Charge	407,580	438,330	475,000	260,000	0.1%	(215,000)	-45.3%
Repo Release	8,655	147,325	8,000	8,000	0.0%	0	0.0%
Fingerprint Card Processing Fees	322	230	0	0	0.0%	0	n/a
Photo Services	1,887	1,059	1,500	1,500	0.0%	0	0.0%
Vehicle Equipment Citation Sign-Off	800	5,250	4,000	10,000	0.0%	6,000	150.0%
Fire Range User Fees	20,250	16,725	20,000	20,000	0.0%	0	0.0%
Impound/Owner Release Animals	2,838	2,236	3,500	5,000	0.0%	1,500	42.9%
False Alarm Charge-Police	116,537	77,142	90,000	90,000	0.0%	0	0.0%
Abandoned Vehicle Reimbursement/PD	246,350	190,031	225,000	3,000	0.0%	(222,000)	-98.7%
Emergency Response Reimbursement-PD	35,466	34,913	33,000	50,000	0.0%	17,000	51.5%
Animal Quarantines	32,669	31,322	30,000	30,000	0.0%	0	0.0%
Police Report Fee	131,707	119,861	145,000	145,000	0.1%	0	0.0%
Hearing Officer Recovery/Parking	1,840	0	0	15,000	0.0%	15,000	n/a
Firearm License Fee	1,680	1,700	1,450	2,000	0.0%	550	37.9%
Copy of Lost Citation	0	48	0	0	0.0%	0	n/a
Street and Alley Repair	11,602	7,635	12,000	2,500	0.0%	(9,500)	-79.2%
Engineering Service Charge	72,576	87,445	72,000	12,000	0.0%	(60,000)	-83%
Charges for Services Subtotal	8,918,303	9,423,363	8,491,164	8,946,196	4.6%	455,032	5.4%
FRANCHISE FEES							
Gas Utility	430,036	502,384	441,287	523,478	0.3%	82,191	18.6%
Electrical Utility	1,192,587	1,154,461	1,262,435	1,424,027	0.7%	161,592	12.8%
CATV Franchise Fees	1,104,874	1,232,702	1,117,028	1,206,035	0.6%	89,007	8.0%
Franchise Fees Subtotal	2,727,497	2,889,546	2,820,750	3,153,540	1.6%	332,790	11.8%
LICENSES & PERMITS							
Bingo Licenses	200	150	202	200	0.0%	(2)	-1.0%
Dog Licenses	593,854	561,379	600,386	600,000	0.3%	(386)	-0.1%
Dog Licenses - CCI	64,071	67,420	64,775	100,000	0.1%	35,225	54.4%
Filming Permit	2,804	5,168	2,000	5,000	0.0%	3,000	150.0%
Alarm Permit Fees	123,239	110,984	88,500	110,000	0.1%	21,500	24.3%
Street Closure Permit	2,387	4,837	3,500	5,000	0.0%	1,500	42.9%
Tobacco Permits	170,117	146,368	175,000	175,000	0.1%	0	0.0%
Fireworks Stands Permits	28,763	30,606	15,115	0	0.0%	(15,115)	-100.0%
Underground Tank Permits	77,978	91,038	90,990	0	0.0%	(90,990)	-100.0%
Underground Tank Fees	6,464	701	8,800	0	0.0%	(8,800)	-100.0%

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LICENSES & PERMITS - Continued							
General Plan Update Surcharge	57,338	92,481	86,812	109,074	0.1%	22,262	25.6%
Building Permits	698,333	945,780	779,060	1,355,537	0.7%	576,477	74.0%
Plumbing Permits	113,565	161,425	138,654	179,766	0.1%	41,112	29.7%
Electrical Permits	296,386	381,259	339,401	415,176	0.2%	75,775	22.3%
Heating Permits	125,742	183,533	150,508	201,255	0.1%	50,747	33.7%
Occupancy Permits	408,159	432,232	448,696	417,620	0.2%	(31,076)	-6.9%
Grading Permits	28,423	10,782	16,381	17,530	0.0%	1,149	7.0%
Street Vendor Permit	25,698	25,066	23,684	21,530	0.0%	(2,154)	-9.1%
Bus Shelter Fees	0	504,000	504,000	504,000	0.3%	0	0.0%
Newsbox Permit Fees	2,647	25,704	25,700	25,700	0.0%	0	0.0%
Outdoor Dining Permits	0	3,367	0	4,200	0.0%	4,200	n/a
Licenses & Permits Subtotal	2,826,168	3,784,280	3,562,164	4,246,588	2.2%	684,424	19.2%
FINES							
Parking Fines	4,355,859	4,556,225	4,500,000	4,525,000	2.3%	25,000	0.6%
Redlight Camera Program	1,308,608	1,836,005	1,765,500	1,765,500	0.9%	0	0.0%
Court Fines - Non-Traffic	219,808	705,295	215,000	150,000	0.1%	(65,000)	-30.2%
Court Fines - Traffic	304,044	491,663	500,000	700,000	0.4%	200,000	40.0%
Tobacco Fine	445	7,938	325	800	0.0%	475	146.2%
Foreclosed Properties Fines	6,250	8,000	10,000	10,000	0.0%	0	0.0%
Bad Check Recoveries	24,559	22,420	24,829	21,100	0.0%	(3,729)	-15.0%
Lost /Damaged Library Materials	9,354	8,744	7,600	8,177	0.0%	577	7.6%
Lost/Damaged Uncatalogued Materials	5	9	10	10	0.0%	0	0.0%
Administrative Citations/Comm Pres	149,800	211,422	214,180	177,450	0.1%	(36,730)	-17.1%
Fines Subtotal	6,378,733	7,847,720	7,237,444	7,358,037	3.7%	120,593	1.7%
TOTAL GENERAL FUND 11	203,067,044	202,412,872	210,013,205	196,497,775	100.0%	(13,515,430)	-6.4%
ADDITIONAL GENERAL FUND RELATED SPECIAL REVENUES							
CATV PEG Access Support	0	936	0	0		0	n/a
Recreation Special Revenue Fund 22	0	158,266	0	0		0	n/a
Police Special Revenue Fund 24	0	687,682	0	0		0	n/a
Capital Outlay Fund 51	518,454	928,940	559,483	534,335		(25,148)	-4.5%
Fire Facilities Fund 120	0	63,179	0	0		0	n/a
Special Repair/Demolition Fund 121	0	19,954	0	0		0	n/a
Downtown Maintenance Fund 407	0	289,345	0	3,000		3,000	n/a
GF Related Special Revenue Subtotal	518,454	2,148,300	559,483	537,335		(22,148)	-4.0%
GRAND TOTAL	203,585,498	204,561,172	210,572,688	197,035,110	100.0%	(13,537,578)	-6.4%

ACTIVITY DEPARTMENT & DIVISION	ACTUAL FY 09-10	ACTUAL FY 10-11	ADOPTED FY 11-12	PROPOSED FY 12-13	as % of	Increase (Decrease)		
					FY 12-13 Total GF 11	11-12 to 12-13 in \$	in %	
POLICE DEPARTMENT								
01114400	Office of the Chief of Police	777,868	715,343	897,790	851,220	0.4%	(46,570)	-5.2%
01114401	Fiscal & Budget	553,581	493,166	482,645	565,260	0.3%	82,615	17.1%
01114402	Human Resources	1,322,160	1,161,147	1,319,095	1,432,930	0.7%	113,835	8.6%
01114403	Building & Facility	3,170,939	3,218,112	3,373,305	3,206,450	1.6%	(166,855)	-4.9%
01114405	Traffic	8,474,747	7,614,245	8,316,060	7,867,820	4.0%	(448,240)	-5.4%
01114410	Training Services	1,992,637	1,612,788	1,739,775	1,533,270	0.8%	(206,505)	-11.9%
01114415	Professional Standards	1,139,450	987,714	1,038,675	949,080	0.5%	(89,595)	-8.6%
01114420	Field Operations	38,396,198	35,475,016	35,323,300	35,232,920	17.9%	(90,380)	-0.3%
01114425	Information Systems	1,519,867	1,510,377	1,169,935	1,065,175	0.5%	(104,760)	-9.0%
01114430	Animal Services	1,554,276	1,403,421	1,077,965	1,091,610	0.6%	13,645	1.3%
01114435	District Investigations	6,636,442	6,578,513	7,210,630	6,716,730	3.4%	(493,900)	-6.8%
01114440	Crimes Against Persons	6,902,953	6,646,708	7,427,670	6,506,835	3.3%	(920,835)	-12.4%
01114445	Special Investigations	5,012,107	5,368,734	5,351,290	5,645,025	2.9%	293,735	5.5%
01114450	Property & Evidence	1,729,192	1,592,731	1,993,710	1,985,525	1.0%	(8,185)	-0.4%
01114455	Forensic Services	2,225,723	2,319,646	2,362,605	2,229,075	1.1%	(133,530)	-5.7%
01114460	Records Services	2,282,682	1,731,458	1,932,495	1,970,900	1.0%	38,405	2.0%
01114465	Communications	4,232,101	3,983,707	4,715,905	4,639,475	2.4%	(76,430)	-1.6%
01114470	Vice	730,610	596,415	1,037,710	828,040	0.4%	(209,670)	-20.2%
01114475	Jail Operations	15,593,252	14,505,858	16,019,895	15,472,210	7.9%	(547,685)	-3.4%
01114480	Regional Narcotic Supp. Prgm	1,169,470	900,614	1,118,275	966,400	0.5%	(151,875)	-13.6%
01114485	Homeland Sec. & Crime Prev.	702,654	425,101	485,910	425,115	0.2%	(60,795)	-12.5%
01114490	Tobacco Retail Lic. Prgm	110,672	87,887	200,000	184,420	0.1%	(15,580)	-7.8%
	Subtotal	106,229,582	98,928,698	104,594,640	101,365,485	51.6%	(3,229,155)	-3.1%
FIRE DEPARTMENT								
01115300	Office of the Fire Chief	532,910	506,481	527,121	0	0.0%	(527,121)	-100.0%
01115310	Fire Prevention	1,460,949	1,464,523	1,654,590	0	0.0%	(1,654,590)	-100.0%
01115320	Fire Communications	1,485,784	1,463,565	1,740,084	0	0.0%	(1,740,084)	-100.0%
01115330	Fire Suppression & EMS	42,112,788	41,787,896	42,182,026	40,497,605	20.6%	(1,684,421)	-4.0%
01115340	Fire Information Technology	576,820	498,626	511,570	0	0.0%	(511,570)	-100.0%
01115350	Fire Training	463,544	149,733	106,192	0	0.0%	(106,192)	-100.0%
01115360	Fire Maintenance	1,060,244	875,537	1,259,592	0	0.0%	(1,259,592)	-100.0%
01115370	Fire Fiscal & Budget	371,380	154,418	171,965	0	0.0%	(171,965)	-100.0%
	Subtotal	48,064,418	46,900,778	48,153,140	40,497,605	20.6%	(7,655,535)	-15.9%
PARKS, RECREATION & COMMUNITY SERVICES								
01111150	Library Adult Services	1,277,109	821,197	1,179,630	841,040	0.4%	(338,590)	-28.7%
01111160	Library Youth Services	877,747	658,280	647,375	626,050	0.3%	(21,325)	-3.3%
01111170	Library Admin. and Support Serv	(3,181)	0	0	0	0.0%	0	N/A
01111180	Library Young Adult Services	23	0	0	300,980	0.2%	300,980	N/A
01111190	Library Technology and Support	872,822	1,016,492	1,158,485	1,133,070	0.6%	(25,415)	-2.2%
01113200	Administrative Services	2,267,482	1,772,518	1,866,920	1,695,675	0.9%	(171,245)	-9.2%
01113205	Community Affairs	12,251	0	0	0	0.0%	0	N/A
01113210	Stadium	174,662	192,751	130,400	123,655	0.1%	(6,745)	-5.2%
01113220	S.A. Zoo at Prentice Park	1,637,320	1,502,434	1,585,145	1,702,180	0.9%	117,035	7.4%
01113230	Recreation	3,512,216	3,251,306	3,553,090	3,461,650	1.8%	(91,440)	-2.6%
01113240	Park Ranger Program	716,320	752,908	866,105	884,990	0.5%	18,885	2.2%
01113250	Park Maintenance	4,828,234	5,076,279	4,719,225	5,147,525	2.6%	428,300	9.1%
01113260	Park Building Services	298,043	656,665	706,345	706,345	0.4%	0	0.0%
	Subtotal	16,471,048	15,700,831	16,412,720	16,623,160	8.5%	210,440	1.3%
PLANNING & BUILDING AGENCY								
01116500	Administrative Services	1,467,058	1,488,382	1,843,920	1,800,980	0.9%	(42,940)	-2.3%
01116510	Planning Division	2,122,845	1,592,865	1,990,712	1,846,990	0.9%	(143,722)	-7.2%
01116520	New Construction	1,793,395	1,610,869	1,762,783	1,503,110	0.8%	(259,673)	-14.7%
01116530	Permits & Plan Check	1,272,945	1,254,617	1,278,920	1,138,210	0.6%	(140,710)	-11.0%
01116540	Community Preservation	1,113,215	762,099	775,984	900,785	0.5%	124,801	16.1%
01116550	Proactive Rental Enf. Prgm	738,358	506,513	670,896	508,315	0.3%	(162,581)	-24.2%
	Subtotal	8,507,817	7,215,345	8,323,215	7,698,390	3.9%	1,107,870	13.3%

ACTIVITY DEPARTMENT & DIVISION	ACTUAL FY 09-10	ACTUAL FY 10-11	ADOPTED FY 11-12	PROPOSED FY 12-13	as % of	Increase (Decrease)		
					FY 12-13 Total GF 11	11-12 to 12-13 in \$	in %	
FINANCE & MANAGEMENT SERVICES								
01110100	Management & Support	454,095	491,289	595,095	805,000	0.4%	209,905	35.3%
01110110	Accounting	708,006	612,706	823,885	889,225	0.5%	65,340	7.9%
01110115	Payroll	353,955	297,965	386,750	358,360	0.2%	(28,390)	-7.3%
01110120	Purchasing	837,214	587,847	843,555	708,860	0.4%	(134,695)	-16.0%
01110130	Treasury & Customer Svc.	870,010	687,890	808,720	551,360	0.3%	(257,360)	-31.8%
01110140	Information Services	464,412	377,444	495,365	390,445	0.2%	(104,920)	-21.2%
	Subtotal	3,687,692	3,055,142	3,953,370	3,703,250	1.9%	(250,120)	-6.3%
ALL OTHERS								
PUBLIC WORKS AGENCY								
01117610	Trans Planning & Project Mgmt	1,274,000	1,750,955	1,274,000	1,717,200	0.9%	443,200	34.8%
01117620	Traffic Signal Maintenance	155,101	279	0	0	0.0%	0	N/A
01117625	Roadway Markings & Signs	693,729	651,587	581,365	577,420	0.3%	(3,945)	-0.7%
01117630	Street Lighting	2,876,557	2,767,756	2,818,635	2,822,580	1.4%	3,945	0.1%
01117660	Roadway Maintenance	33,825	0	0	0	0.0%	0	N/A
	Subtotal	5,033,212	5,170,577	4,674,000	5,117,200	2.6%	443,200	9.5%
TRANSFER TO PROJECT FUNDS								
01106019	Building Rehabilitation Fund 73	250,000	0	0	0	0.0%	0	N/A
01106019	Capital Outlay Fund 51	0	43,953	0	0	0.0%	0	N/A
01106019	Transfer to Civic Center F74	0	0	0	600,000	0.3%	600,000	N/A
01106019	Capital Outlay Fund 146	0	0	0	0	0.0%	0	N/A
01106019	Police Building Debt Svc.	9,130,425	9,094,075	9,064,575	8,988,105	4.6%	(76,470)	-0.8%
01106019	IS Strategic Plan Charge	2,662,230	2,662,230	2,662,230	2,662,230	1.4%	0	0.0%
	Subtotal	12,042,655	11,800,258	11,726,805	12,250,335	6.2%	523,530	4.5%
CITY MANAGER'S OFFICE								
01105015	General Non-Departmental	1,008,167	1,174,008	1,434,925	1,091,280	0.6%	(343,645)	-23.9%
01105810	Community Activities - Non Dep	0	0	0	550,500	0.3%	550,500	N/A
01103010	City Manager's Office	654,275	940,035	989,695	1,726,325	0.9%	736,630	74.4%
01104011	Council Services	568,535	562,853	654,810	0	0.0%	(654,810)	-100.0%
01104012	Legislative Affairs	232,009	241,087	280,625	335,805	0.2%	55,180	19.7%
	Subtotal	2,462,986	2,917,984	3,360,055	3,703,910	1.9%	343,855	10.2%
CITY ATTORNEY'S OFFICE								
01108032	City Attorney's Office	1,986,234	2,078,733	2,081,395	2,173,520	1.1%	92,125	4.4%
	Subtotal	1,986,234	2,078,733	2,081,395	2,173,520	1.1%	92,125	4.4%
PERSONNEL SERVICES								
01109050	Personnel Services	1,580,612	1,300,984	1,480,135	1,275,575	0.6%	(204,560)	-13.8%
	Subtotal	1,580,612	1,300,984	1,480,135	1,275,575	0.6%	(204,560)	-13.8%
BOWERS MUSEUM								
01112030	Bowers Museum	1,854,884	1,518,764	1,809,505	1,482,130	0.8%	(327,375)	-18.1%
	Subtotal	1,854,884	1,518,764	1,809,505	1,482,130	0.8%	(327,375)	-18.1%
CLERK OF THE COUNCIL'S OFFICE								
01107031	Clerk Administration	604,096	547,097	644,225	607,215	0.3%	(37,011)	-5.7%
	Subtotal	604,096	547,097	644,225	607,215	0.3%	(37,011)	-5.7%
	TOTAL ALL OTHERS	25,564,679	25,334,397	25,776,120	26,609,885	13.5%	833,765	3.2%

ACTIVITY DEPARTMENT & DIVISION	ACTUAL FY 09-10	ACTUAL FY 10-11	ADOPTED FY 11-12	PROPOSED FY 12-13	as % of	Increase (Decrease)	
					FY 12-13 Total GF 11	11-12 to 12-13 in \$	in %
GENERAL FUND LESS REDEV. PASS-THROUGHS	208,525,235	197,135,191	207,213,205	196,497,775	100.0%	(10,715,431)	-5.2%
REDEVELOPMENT PASS-THROUGHS							
01106019 Loan to Redevelopment	0	0	0	0	0.0%	0	N/A
01106019 Transfer to Civic Center F74	522,785	530,000	600,000	0	0.0%	(600,000)	-100.0%
01106019 Lease Pymts to Parking/Depot	1,913,310	1,355,750	1,800,000	0	0.0%	(1,800,000)	-100.0%
01106019 Transfer to F407 DT Dev.	450,000	283,160	400,000	0	0.0%	(400,000)	-100.0%
Total Subtotal	2,886,095	2,168,910	2,800,000	0	0.0%	(2,800,000)	-100.0%
TOTAL GENERAL FUND 11	211,411,330	199,304,101	210,013,205	196,497,775	100.0%	(13,515,431)	-6.4%
ADDITIONAL GENERAL FUND RELATED EXPENDITURES							
Recreation Special Rev. F21	0	6,712	99,000	57,890		(41,110)	-41.5%
Recreation Special Rev. F22	348,645	347,865	284,300	353,400		69,100	24.3%
Police Special Rev. F24	0	0	0	0		0	N/A
Capital Outlay Fund 51	199,212	225,062	1,952,070	1,819,530		(132,540)	-6.8%
Special Repair/Demolition F121	19,707	0	0	0		0	N/A
Downtown Maint. F407	0	0	0	453,000		453,000	N/A
GF Related Expenditures Subtotal	567,564	579,639	2,335,370	2,683,820		348,450	14.9%
GRAND TOTAL	211,978,894	199,883,740	212,348,575	199,181,595	100.0%	(13,166,981)	-6.2%

**GENERAL FUND
DEPARTMENT RESOURCE SUMMARY**

CITY MANAGER'S OFFICE

ACTIVITIES	ACTUAL FY 09-10	ACTUAL FY 10-11	ADOPTED FY 11-12	PROPOSED FY 12-13*	
01110010 City Manager's Office	654,275	940,035	989,695	1,726,325 *	
01110011 Council Services	568,535	562,853	654,810	0 *	
01110012 Legislative	232,009	241,087	280,625	335,805	
TOTAL	<u>1,454,819</u>	<u>1,743,976</u>	<u>1,925,130</u>	<u>2,062,130</u>	
*Effective FY12-13, funding for Council Services merged with City Manager's Administration budget.					
OPERATING EXPENSE	ACTUAL FY 09-10	ACTUAL FY 10-11	ADOPTED FY 11-12	PROPOSED FY 12-13*	
61000 Personnel	1,073,077	1,333,974	1,461,835	1,597,460	
62000 Contractual	166,418	192,213	244,590	249,650	
63000 Commodities	41,500	43,963	44,875	44,475	
65000 Fixed Charges	173,825	173,825	173,830	170,545	
66000 Capital	0	0	0	0	
TOTAL	<u>1,454,819</u>	<u>1,743,976</u>	<u>1,925,130</u>	<u>2,062,130</u>	
Class Code	AUTHORIZED PERSONNEL	ADOPTED FY 11-12		PROPOSED FY 12-13	
		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	
2491	Deputy City Manager*	0.00		1.40	
0400	Executive Director of External Affairs	1.00		1.00	
0670	Executive Assistant To the City Manager	1.00		1.00	
	Strategic Communications Manager	0.00		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>9.40</u>	<u>7.00</u>
*60% of one DCM funded with CDA accounts					

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			
Administration		01103010			
Object Code	LINE ITEM RESOURCES	ACTUAL FY 09-10	ACTUAL FY 10-11	ADOPTED FY 11-12	PROPOSED FY 12-13*
61000	Salaries & Wages Regular	460,741	718,624	700,210	1,244,695
61040	Salaries -Overtime	0	0	0	0
61100	Retirement Plan	30,917	22,308	81,225	153,025
61120	Medicare Insurance	1,661	1,357	4,365	13,310
61130	Employees Insurance	32,438	25,666	47,575	109,030
61170	Retiree Medical Insurance	0	3,909	11,980	17,620
61180	Compensation Insurance	11,033	15,570	17,505	29,725
	SUBTOTAL PERSONNEL	<u>536,789</u>	<u>787,435</u>	<u>862,860</u>	<u>1,567,405</u>
62010	Communications	17,681	19,468	21,600	24,600
62120	Travel & Conferences	2,770	1,035	9,000	6,000
62140	Membership & Dues	1,900	950	2,220	3,000
62300	Other Contractual Services	282	34,860	0	0
62700	Auto Expense	0	0	0	12,000
	SUBTOTAL CONTRACTUAL	<u>22,633</u>	<u>56,313</u>	<u>32,820</u>	<u>45,600</u>
63001	Miscellaneous Operating Expense	26,243	27,677	25,400	33,675
	SUBTOTAL COMMODITIES	<u>26,243</u>	<u>27,677</u>	<u>25,400</u>	<u>33,675</u>
65000	Building Rental	51,910	51,910	51,910	62,885
65010	Equipment Rental, City	14,530	14,530	14,535	12,240
65100	Insurance (Risk Management)	2,170	2,170	2,170	4,520
	SUBTOTAL FIXED CHARGES	<u>68,610</u>	<u>68,610</u>	<u>68,615</u>	<u>79,645</u>
	TOTAL OPERATING	<u><u>654,275</u></u>	<u><u>940,035</u></u>	<u><u>989,695</u></u>	<u><u>1,726,325</u></u>
*Effective FY12-13, funding for Council Services merged with City Manager's Administration budget.					
Class Code	AUTHORIZED PERSONNEL	ADOPTED FY 11-12		PROPOSED FY 12-13	
		Full Time	Part Time	Full Time	Part Time
1790	City Manager	1.00		1.00	
2491	Deputy City Manager*	0.00		1.40	
0400	Executive Director of External Affairs	0.00		1.00	
0670	Executive Assistant to the City Manager	0.00		1.00	
	Strategic Communications Manager	0.00		1.00	
1070	Secretary to the City Manager	0.75		1.00	
0900	Executive Assistant	1.00		3.00	
	TOTAL	<u>2.75</u>		<u>9.40</u>	
*60% of one DCM funded with CDA accounts					

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 09-10	ACTUAL FY 10-11	ADOPTED FY 11-12	PROPOSED FY 12-13*
61000	Salaries & Wages-Regular	448,141	445,024	475,580	0
61020	Salaries & Wages-Temporary	0	0	0	0
61040	Salaries -Overtime	0	0	0	0
61100	Retirement Plan	30,374	27,363	55,605	0
61120	Medicare Insurance	3,054	2,988	3,460	0
61130	Employees Insurance	41,264	41,957	43,370	0
61170	Retiree Medical Insurance	0	4,029	8,325	0
61180	Compensation Insurance	10,261	10,189	10,600	0
	SUBTOTAL PERSONNEL	<u>533,094</u>	<u>531,549</u>	<u>596,940</u>	<u>0</u>
62010	Communications	7,521	4,342	13,000	0
62120	Training & Transportation	4,359	2,757	8,500	0
62140	Membership, & Dues	0	0	6,700	0
62300	Other Contractual Services	0	0	1,000	0
62700	Auto Expense	5,000	6,000	6,000	0
	SUBTOTAL CONTRACTUAL	<u>16,880</u>	<u>13,099</u>	<u>35,200</u>	<u>0</u>
63001	Operating Materials & Supplies	4,565	4,210	8,675	0
	SUBTOTAL COMMODITIES	<u>4,565</u>	<u>4,210</u>	<u>8,675</u>	<u>0</u>
65000	Building & Site Rental	10,975	10,975	10,975	0
65100	Insurance (Risk Management)	3,020	3,020	3,020	0
	SUBTOTAL FIXED CHARGES	<u>13,995</u>	<u>13,995</u>	<u>13,995</u>	<u>0</u>
66400	Machinery & Equipment	0	0	0	0
	SUBTOTAL CAPITAL	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>
	TOTAL	<u><u>568,535</u></u>	<u><u>562,853</u></u>	<u><u>654,810</u></u>	<u><u>0</u></u>
*Effective FY12-13, funding for Council Services merged with City Manager's Administration budget.					
Class Code	AUTHORIZED PERSONNEL	ADOPTED FY 11-12		PROPOSED FY 12-13	
		Full Time	Part Time	Full Time	Part Time
0400	Executive Director of External Affairs	1.00		0.00	
0670	Executive Assistant to the City Manager	1.00		0.00	
1070	Secretary to the City Manager	0.25		0.00	
0900	Executive Assistant	2.00	0.00	0.00	0.00
	TOTAL	<u>4.25</u>	<u>0.00</u>	<u>0.00</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		01104012			
Object Code	LINE ITEM RESOURCES	ACTUAL FY 09-10	ACTUAL FY 10-11	ADOPTED FY 11-12	PROPOSED FY 12-13
61000	Salaries & Wages-Regular	226	0	500	0
61020	Salaries & Wages-Part-Time	1,650	12,363	0	12,400
61100	Retirement Plan	15	8	0	70
61110	Part-Time Retirement	6	15	0	60
61120	Medicare Insurance	46	98	0	400
61130	Employees Insurance	1,225	2,449	1,250	17,000
61180	Compensation Insurance	24	57	285	125
	SUBTOTAL PERSONNEL	<u>3,193</u>	<u>14,989</u>	<u>2,035</u>	<u>30,055</u>
62010	Communications	3,564	3,927	3,000	4,050
62120	Travel & Conferences	19,489	13,693	29,395	21,000
62140	Membership & Dues	500	750	41,175	7,000
62300	Other Contractual Services	46,031	45,745	48,000	68,000
62302	Other Personnel Services	10,702	938	1,000	0
63030	Community Events	0	0	0	14,000
62600	Parking Validation	11,618	15,748	12,000	6,000
62700	Auto Expense	35,000	42,000	42,000	84,000
	SUBTOTAL CONTRACTUAL	<u>126,904</u>	<u>122,801</u>	<u>176,570</u>	<u>204,050</u>
63001	Misc. Operating Expense	10,692	12,077	10,800	10,800
	SUBTOTAL COMMODITIES	<u>10,692</u>	<u>12,077</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	2,170
	SUBTOTAL FIXED CHARGES	<u>91,220</u>	<u>91,220</u>	<u>91,220</u>	<u>90,900</u>
	TOTAL	<u><u>232,009</u></u>	<u><u>241,087</u></u>	<u><u>280,625</u></u>	<u><u>335,805</u></u>
Class Code	AUTHORIZED PERSONNEL	ADOPTED FY 11-12		PROPOSED FY 12-13	
		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**

NON-DEPARTMENTAL & INTERFUND TRANSFERS

ACTIVITIES	ACTUAL FY 09-10	ACTUAL FY 10-11	ADOPTED FY 11-12	PROPOSED FY 12-13	
01105015 General Non-Departmental	1,008,167	1,174,008	1,434,925	1,091,280	
01105810 Community Activities Non-Departmental	0	0	0	550,500	
01106019 Interfund Transfers	5,798,325	13,969,168	14,526,805	12,250,335	
TOTAL	<u>6,806,492</u>	<u>15,143,176</u>	<u>15,961,730</u>	<u>13,892,115</u>	
OPERATING EXPENSE	ACTUAL FY 09-10	ACTUAL FY 10-11	ADOPTED FY 11-12	PROPOSED FY 12-13	
61000 Personnel	6,558	547	0	465,000	
62000 Contractual	306,554	482,462	719,590	467,120	
63000 Commodities	15,233	12,464	22,835	22,835	
65000 Fixed Charges	2,662,230	2,662,230	2,662,230	2,662,230	
66000 Capital	0	0	11,500	7,000	
67000 Debt Service	679,822	678,535	681,000	679,825	
68000 Interfund Transfers	1,222,785	9,951,188	10,064,575	9,588,105	
68000 Miscellaneous (Loans & Leases)	1,913,310	1,355,750	1,800,000	0	
TOTAL	<u>6,806,492</u>	<u>15,143,176</u>	<u>15,961,730</u>	<u>13,892,115</u>	
Class Code	AUTHORIZED PERSONNEL	ADOPTED FY 11-12		PROPOSED FY 12-13	
		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

NON-DEPARTMENTAL		ACCOUNTING UNIT			
General Non-Departmental		01105015			
Object Code	LINE ITEM RESOURCES	ACTUAL FY 09-10	ACTUAL FY 10-11	ADOPTED FY 11-12	PROPOSED FY 12-13
61000	Salaries Regular	5,196	432	0	0
61100	Retirement Contribution	354	28	0	0
61120	Medicare Insurance	0	0	0	0
61130	Health Insurance	951	80	0	0
61180	Workers Compensation Insurance	58	7	0	0
	SUBTOTAL PERSONNEL	<u>6,558</u>	<u>547</u>	<u>0</u>	<u>0</u>
62120	Training, Transportation, Meetings	0	0	0	0
62140	Membership, Subscriptions, Dues	64,408	53,811	57,845	57,845
62200	Advertising	0	0	0	0
62300	Contract Services-Professional	240,402	428,651	661,745	323,775
62302	Contracted Vendor Personnel Services	1,744	0	0	0
	SUBTOTAL CONTRACTUAL	<u>306,554</u>	<u>482,462</u>	<u>719,590</u>	<u>381,620</u>
63001	Misc. Operating Expenses	15,233	12,464	22,835	22,835
	SUBTOTAL COMMODITIES	<u>15,233</u>	<u>12,464</u>	<u>22,835</u>	<u>22,835</u>
65100	Insurance Charges	0	0	0	0
65205	Internal Depts.-Personnel	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	0
	SUBTOTAL CAPITAL	<u>0</u>	<u>0</u>	<u>11,500</u>	<u>7,000</u>
67100	Principal-Debt Service	679,822	678,535	681,000	679,825
	SUBTOTAL DEBT SERVICE	<u>679,822</u>	<u>678,535</u>	<u>681,000</u>	<u>679,825</u>
	TOTAL OPERATING	<u><u>1,008,167</u></u>	<u><u>1,174,008</u></u>	<u><u>1,434,925</u></u>	<u><u>1,091,280</u></u>
Class Code	AUTHORIZED PERSONNEL	ADOPTED FY 11-12		PROPOSED FY 12-13	
		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

NON-DEPARTMENTAL		ACCOUNTING UNIT			
Community Activities-Non-Departmental		01105810			
Object Code	LINE ITEM RESOURCES	ACTUAL FY 09-10	ACTUAL FY 10-11	ADOPTED FY 11-12	PROPOSED FY 12-13
61000	Salaries Regular	0	0	0	465,000
61100	Retirement Contribution	0	0	0	0
61120	Medicare Insurance	0	0	0	0
61130	Health Insurance	0	0	0	0
61180	Workers Compensation Insurance	0	0	0	0
	SUBTOTAL PERSONNEL	<u>0</u>	<u>0</u>	<u>0</u>	<u>465,000</u>
62120	Training, Transportation, Meetings	0	0	0	0
62140	Membership, Subscriptions, Dues	0	0	0	0
62200	Advertising	0	0	0	0
62300	Contract Services-Professional	0	0	0	85,500
62302	Contracted Vendor Personnel Services	0	0	0	0
	SUBTOTAL CONTRACTUAL	<u>0</u>	<u>0</u>	<u>0</u>	<u>85,500</u>
63001	Misc. Operating Expenses	0	0	0	0
	SUBTOTAL COMMODITIES	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>
65100	Insurance Charges	0	0	0	0
65205	Internal Depts.-Personnel	0	0	0	0
	SUBTOTAL FIXED CHARGES	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</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>
67100	Principal-Debt Service	0	0	0	0
	SUBTOTAL DEBT SERVICE	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>
	TOTAL OPERATING	<u><u>0</u></u>	<u><u>0</u></u>	<u><u>0</u></u>	<u><u>550,500</u></u>
Class Code	AUTHORIZED PERSONNEL	ADOPTED FY 11-12		PROPOSED FY 12-13	
		Full Time	Part Time	Full Time	Part Time
07610	District Managers	0.00		2.00	
07580	Housing Programs Aide	0.00		1.00	
07330	Senior Office Assistant	0.00		1.00	
	Community Development Program Manager*	0.00		0.00	
	TOTAL	<u>0.00</u>	<u>0.00</u>	<u>4.00</u>	<u>0.00</u>
	*Funded by various accounts, CDA 65% and GF 35%.				

GENERAL FUND

INTERFUND TRANSFERS		ACCOUNTING UNIT			
Interfund Transfers		01106019			
Object Code	LINE ITEM RESOURCES	ACTUAL FY 09-10	ACTUAL FY 10-11	ADOPTED FY 11-12	PROPOSED FY 12-13
PAYMENTS					
65050	Information Services Strategic Plan	2,662,230	2,662,230	2,662,230	2,662,230
	SUBTOTAL FIXED CHARGES	<u>2,662,230</u>	<u>2,662,230</u>	<u>2,662,230</u>	<u>2,662,230</u>
TRANSFER TO FUND					
68000	051 Capital Fund Outlay	0	43,953	0	0
68000	073 Transfer to Building Maintenance	250,000	0	0	0
68000	074 Transfer to Civic Center Maintenance	522,785	530,000	600,000	600,000
68000	146 Metro Medical Response System Grant	0	0	0	0
68000	400 Transfer to Police Building Debt Service*	0	9,094,075	9,064,575	8,988,105
68000	407 Transfer to Downtown Development	450,000	283,160	400,000	0
	SUBTOTAL INTER FUND TRANSFERS	<u>1,222,785</u>	<u>9,951,188</u>	<u>10,064,575</u>	<u>9,588,105</u>
OTHER PAYMENTS					
68010	027 Lease Payments to Parking Fund	1,524,055	1,078,750	1,600,000	0
68010	067 Lease Payments to Santa Ana Depot	389,255	277,000	200,000	0
	SUBTOTAL OTHER PAYMENTS	<u>1,913,310</u>	<u>1,355,750</u>	<u>1,800,000</u>	<u>0</u>
	TOTAL	<u><u>5,798,325</u></u>	<u><u>13,969,168</u></u>	<u><u>14,526,805</u></u>	<u><u>12,250,335</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 09-10	ACTUAL FY 10-11	ADOPTED FY 11-12	PROPOSED FY 12-13	
01107031 Clerk Administration and Elections	604,096	547,097	644,225	607,215	
TOTAL	<u>604,096</u>	<u>547,097</u>	<u>644,225</u>	<u>607,215</u>	
OPERATING EXPENSE	ACTUAL FY 09-10	ACTUAL FY 10-11	ADOPTED FY 11-12	PROPOSED FY 12-13	
61000 Personnel	496,982	438,863	504,225	469,485	
62000 Contractual	43,270	40,894	56,645	58,650	
63000 Commodities	24,459	27,954	43,970	40,970	
65000 Fixed Charges	39,385	39,385	39,385	38,110	
66000 Capital	0	0	0	0	
TOTAL	<u>604,096</u>	<u>547,097</u>	<u>644,225</u>	<u>607,215</u>	
Class Code	AUTHORIZED PERSONNEL	ADOPTED FY 11-12		PROPOSED FY 12-13	
		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 2011-2012

- * In conjunction with the City Attorney's Office conducted Public Records Act training.
- * Reviewed Census 2010 population statistics and revised Council Ward Boundaries.
- * Developed policy on use of Tablets, and Processing of Public Records.
- * Provided Brown Act training to the Downtown Santa Ana Association.
- * Improved the document imaging system by redefining fields and search ability of permanent records.
- * In conjunction with IT, posted all Council agendas and RFCA's available on the web (2009 to present).
- * In coordination with IT staff, refined web streaming process of City Council meetings for MAC users.
- * Utilize RFCA Workflow to streamline inter-agency communication.
- * Improved agenda format on web for MAC users.
- * Coordinated annual AB1234 training in conjunction with City Attorney's Office.

Action Plan for FY 2012-2013

- * Coordinate the 2012 General Municipal Election.
- * Assist in the Fire Department transition as it relates to public records and files.
- * Assist the City Council Ad Hoc Committee on Ethics.
- * Update Boards & Commissions Brochure.
- * Review and assist with the update of the City Council Handbook.
- * 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.
- * Provide training to Recording Secretaries on motions, and standardizes agendas and minutes.
- * In conjunction with the City Attorney, review and update the City's Conflict of Interest Code disclosure categories and employee designations as required on a biennial basis.

GENERAL FUND

CLERK OF THE COUNCIL OFFICE		ACCOUNTING UNIT			
Clerk Administration and Elections		01107031			
Object Code	LINE ITEM RESOURCES	ACTUAL FY 09-10	ACTUAL FY 10-11	ADOPTED FY 11-12	PROPOSED FY 12-13
61000	Salaries-Regular	414,435	359,702	392,345	365,410
61020	Salaries & Wages-Temporary	0	661	0	0
61040	Salaries-Overtime	0	0	4,000	4,000
61100	Retirement-Employer Contribution	27,492	20,457	45,210	36,845
61120	Medicare Insurance	6,030	5,230	5,690	5,300
61130	Health Insurance	37,106	42,555	44,255	45,965
61170	Retiree Health Benefits	2,527	3,386	5,250	4,920
61180	Workers Compensation Insurance	9,392	6,873	7,475	7,045
	SUBTOTAL PERSONNEL	<u>496,982</u>	<u>438,863</u>	<u>504,225</u>	<u>469,485</u>
62010	Communications	4,337	3,956	6,650	5,655
62120	Training & Transportation	2,592	1,917	5,000	5,000
62140	Membership, Subscription & Dues	941	571	3,355	3,355
62200	Advertising	1,820	3,347	7,320	7,320
62300	Contract Servcies Professional	28,581	25,103	28,320	28,320
62600	Parking Validations	0	0	0	3,000
62700	Auto Expense	5,000	6,000	6,000	6,000
	SUBTOTAL CONTRACTUAL	<u>43,270</u>	<u>40,894</u>	<u>56,645</u>	<u>58,650</u>
63001	Operating Materials & Supplies	24,459	27,954	43,970	40,970
	SUBTOTAL COMMODITIES	<u>24,459</u>	<u>27,954</u>	<u>43,970</u>	<u>40,970</u>
65000	Building Rental	29,485	29,485	29,485	29,485
65100	Insurance Charges	9,900	9,900	9,900	8,625
	SUBTOTAL FIXED CHARGES	<u>39,385</u>	<u>39,385</u>	<u>39,385</u>	<u>38,110</u>
66600	Books, Records & Video	0	0	0	0
	SUBTOTAL CAPITAL	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>
	TOTAL	<u><u>604,096</u></u>	<u><u>547,097</u></u>	<u><u>644,225</u></u>	<u><u>607,215</u></u>

Class Code	AUTHORIZED PERSONNEL	ADOPTED FY 11-12		PROPOSED FY 12-13	
		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 09-10	ACTUAL FY 10-11	ADOPTED FY 11-12	PROPOSED FY 12-13	
DEPT 08 City Attorney's Office	1,986,234	2,078,733	2,081,395	2,173,520	
TOTAL	<u>1,986,234</u>	<u>2,078,733</u>	<u>2,081,395</u>	<u>2,173,520</u>	
OPERATING EXPENSE	ACTUAL FY 09-10	ACTUAL FY 10-11	ADOPTED FY 11-12	PROPOSED FY 12-13	
ACCOUNT					
61000 Personnel	1,742,004	1,878,773	1,848,200	1,620,775	
62000 Contractual	104,603	54,384	96,545	416,885	
63000 Commodities	22,374	26,620	18,000	18,000	
65000 Fixed Charges	106,150	106,150	106,150	105,360	
66000 Capital	11,103	12,807	12,500	12,500	
69000 Miscellaneous	0	0	0	0	
TOTAL	<u>1,986,234</u>	<u>2,078,733</u>	<u>2,081,395</u>	<u>2,173,520</u>	
Class Code	AUTHORIZED PERSONNEL	ADOPTED FY 11-12		PROPOSED FY 12-13	
		Full Time	Part Time	Full Time	Part Time
1690	City Attorney	1.00		1.00	
1650	Chief Assistant City Attorney	2.00		2.00	
1620	Senior Assistant City Attorney, Assistant City Attorney, Deputy City Attorney	5.50		5.50	
2790	Senior Legal Management Assistant	1.00		0.00	
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>11.50</u>	
1620	Assistant City Attorney (PD)	0.50		0.50	
1675	Senior Paralegal (Liability Fund)	1.00		1.00	
		<u>1.50</u>		<u>1.50</u>	
	TOTAL	<u>14.00</u>		<u>13.00</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 two support staff members. The Office is divided into three "work groups" built around particular fields of practice or responsibility.

ORGANIZATIONAL STRUCTURE

ADMINISTRATION

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

DEVELOPMENT SERVICES GROUP

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

GENERAL COUNSEL GROUP

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

GENERAL FUND

CITY ATTORNEY'S OFFICE		ACCOUNTING UNIT			
City Attorney's Office		01108032			
Object Code	LINE ITEM RESOURCES	ACTUAL FY 09-10	ACTUAL FY 10-11	ADOPTED FY 11-12	PROPOSED FY 12-13
61000	Salaries & Wages-Regular*	1,427,598	1,587,699	1,318,600	1,241,270
61020	Salaries & Wages, Part-Time	26,132	4,593	61,375	0
61040	Salaries & Wages-Overtime	0	0	0	0
61100	Retirement Plan	93,886	78,531	194,180	168,450
61110	Retirement Part-Time	0	0	2,300	0
61120	Medicare Insurance	19,865	22,089	23,580	19,140
61130	Employees Insurance	137,521	134,276	175,980	151,100
61170	Retiree Medical Insurance	0	12,546	28,580	4,095
61180	Compensation Insurance	37,002	39,038	43,605	36,720
	SUBTOTAL PERSONNEL	1,742,004	1,878,773	1,848,200	1,620,775
62010	Communications	18,924	18,204	31,080	26,420
62120	Training & Transportation	5,156	2,663	10,000	10,000
62140	Membership, Subscription & Dues	8,024	4,446	10,000	10,000
62300	Other Contractual Services	54,138	22,593	24,465	349,465
62302	Other Personnel Services	12,928	150	15,000	15,000
62600	Parking Validation	434	328	0	0
62700	Auto Expense	5,000	6,000	6,000	6,000
	SUBTOTAL CONTRACTUAL	104,603	54,384	96,545	416,885
63001	Operating Materials & Supplies	22,374	26,620	18,000	18,000
	SUBTOTAL COMMODITIES	22,374	26,620	18,000	18,000
65000	Building & Site Rental	100,000	100,000	100,000	100,000
65100	Insurance (Risk Management)	6,150	6,150	6,150	5,360
	SUBTOTAL FIXED CHARGES	106,150	106,150	106,150	105,360
66600	Books, Records & Video	11,103	12,807	12,500	12,500
66510	Computer Software	0	0	0	0
	SUBTOTAL CAPITAL	11,103	12,807	12,500	12,500
	TOTAL	1,986,234	2,078,733	2,081,395	2,173,520

Class Code	AUTHORIZED PERSONNEL	ADOPTED FY 11-12		PROPOSED FY 12-13	
		Full Time	Part Time	Full Time	Part Time
1690	City Attorney	1.00		1.00	
1650	Chief Assistant City Attorney	2.00		2.00	
1620	Senior Assistant City Attorney, Assistant City Attorney, Deputy City Attorney	5.50		5.50	
2790	Senior Legal Management Assistant	1.00		0.00	
7120	Senior Legal Secretary	2.00		2.00	
1675	Senior Paralegal	1.00		1.00	
	SUBTOTAL	12.50		11.50	
1620	Assistant City Attorney (PD)	0.50		0.50	
1675	Senior Paralegal (Liability Fund)	1.00		1.00	
		1.50		1.50	
	TOTAL	14.00		13.00	

*.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 09-10	ACTUAL FY 10-11	ADOPTED FY 11-12	PROPOSED FY 12-13	
01109050 Personnel Services	1,580,612	1,300,984	1,480,135	1,275,575	
TOTAL	<u>1,580,612</u>	<u>1,300,984</u>	<u>1,480,135</u>	<u>1,275,575</u>	
OPERATING EXPENSE	ACTUAL FY 09-10	ACTUAL FY 10-11	ADOPTED FY 11-12	PROPOSED FY 12-13	
61000 Personnel	1,356,296	1,085,858	1,159,035	957,975	
62000 Contractual	74,059	78,494	138,120	135,415	
63000 Commodities	47,107	33,481	79,830	79,830	
65000 Fixed Charges	103,150	103,150	103,150	102,355	
66000 Capital	0	0	0	0	
TOTAL	<u>1,580,612</u>	<u>1,300,984</u>	<u>1,480,135</u>	<u>1,275,575</u>	
Class Code	AUTHORIZED PERSONNEL	ADOPTED FY 11-12		PROPOSED FY 12-13	
		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	0.00
1540	Senior Personnel Analyst	5.00		4.00	
0770	Senior Personnel Technician	1.00		1.00	
7300	Senior Personnel Services Specialist	2.00	1.00	1.00	0.00
7530	Personnel Executive Secretary	0.40		0.40	
1530	Senior Personnel Receptionist	0.00	1.00	0.00	0.00
7070	Personnel Services Specialist	0.60	2.00	0.60	0.00
2680	Data Entry Specialist	0.00		1.00	
9771	Senior Administrative Aide		1.00		0.00
07330	Senior Office Assistant		1.00		0.00
8100	Senior Administrative Intern		2.00		0.00
	TOTAL GENERAL FUND	<u>9.20</u>	<u>9.00</u>	<u>8.20</u>	<u>0.00</u>
	SECTION 3: INTERNAL FUNDS				
08009051	Liability & Property	1.85		1.85	
08209054	Workers' Compensation	8.85		7.85	
08109053	Employee Benefits	6.30	3.00	6.35	0.00
	SECTION 5: SPECIAL REVENUE				
03109050	Air Quality Improvement Trust Fund	1.80	1.00	1.75	0.00
		<u>18.80</u>	<u>4.00</u>	<u>17.80</u>	<u>0.00</u>
	TOTAL POSITIONS	<u>28.00</u>	<u>13.00</u>	<u>26.00</u>	<u>0.00</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 2011-2012				
<ul style="list-style-type: none"> * Successful negotiations with the two Fire bargaining units for contracting out fire services to OCFA and successfully processed out and transitioned Fire Department employees to OCFA. * Reopened negotiations with the different bargaining units to help with City's economic difficulties; completed negotiations with SEIU, SAMA and POA and PMA. * Negotiated Letter of Agreements with SEIU (PTCS & PT). * Developed a strategy to assist department in implementing changes resulting from AB1028. * Completed Roadway Sweeping Meet & Confer with SEIU. * Completed Park Ranger Meet & Confer with SEIU. * Completed Parking Control Office Meet & Confer with POA. * Successful recruitment for City Attorney. * Reorganization of CDA following elimination of RDA. * Transitioned to NeoGov system for City website and all recruitment and testing processes. * Successful processing out of SEIU employees who took the early retirement incentive. * Successful implementation of State of California Auditor's Office goals regarding the establishment of a Citywide bilingual complaint process. * Timely completion of State-mandated AB1825 Sexual Harassment Training, Citywide. 				
Action Plan for FY 2012-2013				
<ul style="list-style-type: none"> * Continue to coordinate flow of grievances and disciplinary process to ensure a consistent approach. * Continue to function as EEO Officer for City. * Continue to function as Equal Opportunity Officer for Workforce Investment Board. * Continue to support and assist departments with personnel issues by recommending appropriate intervention strategies for successful resolution. * Assisted all departments with organizational analysis/reclassifications, per SEIU MOU mandate. * Continue to implement efforts to maintain a work environment free of discrimination, harassment and retaliation. * Successful CHP/BIT audit of our Department of Transportation (DOT) random drug and alcohol testing program. * Comply with federal and state mandates regarding training such as anti-harassment training for supervisors, DOT Reasonable Suspicion Training for supervisors of safety-sensitive employees, and DOT random drug and alcohol testing training for safety-sensitive employees. * Work collaboratively with all City departments and the City Attorney's Office to effectively manage and resolve employee disciplinary issues. * Continue updating City job classification specifications to ensure none is older than five (5) years. 				
PERFORMANCE MEASURES	Actual	Actual	Estimate	Objective
	FY 09-10	FY 10-11	FY 11-12	FY 12-13
Service Level				
# of recruitments	44	39	22	30
# of exams administered	95	58	24	40
# of general training classes offered	23	21	39	16
# of grievances processed	4	0	4	2
Efficiency				
% of department costs funded by General Fund	1%	1%	1%	1%
Average # of days to establish eligible lists	43	34	30	30
% of classes with current job specification	51%	55%	60%	70%
Effectiveness				
% of minority representation in workforce	64.5%	68.0%	69.0%	69.0%
% of new employees passing probation	81.0%	68.4%	92.0%	92.0%
% of appointments filled by promotion	69.3%	61.0%	60.0%	70.0%
% annual attrition rate	9.9%	5.9%	7.5%	5.5%

GENERAL FUND

PERSONNEL SERVICES		ACCOUNTING UNIT			
Personnel Services		01109050			
Object Code	LINE ITEM RESOURCES	ACTUAL FY 09-10	ACTUAL FY 10-11	ADOPTED FY 11-12	PROPOSED FY 12-13
61000	Salaries & Wages-Regular	1,079,452	847,624	838,060	746,775
61020	Salaries & Wages-Temporary	62,388	58,678	73,970	0
61040	Salaries & Wages-Overtime	4,602	2,555	21,200	21,200
61100	Retirement Plan	69,090	50,915	93,160	88,470
61110	Part-Time Retirement	1,283	1,286	2,775	0
61120	Medicare Insurance	12,506	12,520	12,830	10,830
61130	Employees Insurance	108,876	93,808	92,195	69,615
61170	Retiree Health Insurance	0	7,745	14,665	12,690
61180	Compensation Insurance	18,099	10,727	10,180	8,395
	SUBTOTAL PERSONNEL	<u>1,356,296</u>	<u>1,085,858</u>	<u>1,159,035</u>	<u>957,975</u>
62010	Communications	14,704	14,521	18,020	15,315
62120	Training & Transportation	4,687	5,270	40,605	40,605
62140	Membership, Subscription & Dues	4,050	5,341	0	0
62300	Other Contractual Services	35,033	40,071	40,095	40,095
62302	Other Personnel Services	6,750	4,674	25,000	25,000
62322	M & R Machine & Equipment	1,214	1,722	10,000	10,000
62600	Parking Validation	5,620	4,496	2,000	2,000
62700	Auto Expense	2,000	2,400	2,400	2,400
	SUBTOTAL CONTRACTUAL	<u>74,059</u>	<u>78,494</u>	<u>138,120</u>	<u>135,415</u>
63001	Operating Materials & Supplies	47,107	33,481	79,830	79,830
	SUBTOTAL COMMODITIES	<u>47,107</u>	<u>33,481</u>	<u>79,830</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	5,380
	SUBTOTAL FIXED CHARGES	<u>103,150</u>	<u>103,150</u>	<u>103,150</u>	<u>102,355</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>1,580,612</u></u>	<u><u>1,300,984</u></u>	<u><u>1,480,135</u></u>	<u><u>1,275,575</u></u>

Class Code	AUTHORIZED PERSONNEL	ADOPTED FY 11-12		PROPOSED FY 12-13	
		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	0.00
01540	Senior Personnel Analyst	5.00		4.00	
00770	Senior Personnel Technician	1.00		1.00	
07300	Senior Personnel Services Specialist	2.00	1.00	1.00	0.00
07530	Personnel Executive Secretary	0.40		0.40	
07070	Personnel Services Specialist	0.60		0.60	
02680	Data Entry Specialist	0.00		1.00	
09060	Clerical Aide		1.00		0.00
07330	Senior Office Assistant		0.50		0.00
	TOTAL	<u>9.20</u>	<u>3.00</u>	<u>8.20</u>	<u>0.00</u>

**GENERAL FUND
DEPARTMENT RESOURCE SUMMARY**

FINANCE & MANAGEMENT SERVICES

ACTIVITIES	ACTUAL FY 09-10	ACTUAL FY 10-11	ADOPTED FY 11-12	PROPOSED FY 12-13
01110100 Management & Support	454,095	491,289	595,095	805,000
01110110 Accounting	708,006	612,706	823,885	889,225
01110115 Payroll	353,965	297,965	386,750	358,360
01110120 Purchasing	837,214	587,847	843,555	708,860
01110130 Treasury & Customer Service	870,010	687,890	808,720	551,360
01110140 Information Services	464,412	377,444	495,365	390,445
TOTAL	<u>3,687,703</u>	<u>3,055,142</u>	<u>3,953,370</u>	<u>3,703,250</u>

OPERATING EXPENSE	ACTUAL FY 09-10	ACTUAL FY 10-11	ADOPTED FY 11-12	PROPOSED FY 12-13
61000 Personnel	5,186,012	4,556,602	5,338,880	5,077,160
62000 Contractual	617,084	612,063	809,840	819,975
63000 Commodities	190,087	191,372	224,035	228,035
65000 Fixed Charges	(2,305,490)	(2,304,895)	(2,419,385)	(2,421,920)
66000 Capital	0	0	0	0
67000 Debt Service	0	0	0	0
TOTAL	<u>3,687,693</u>	<u>3,055,142</u>	<u>3,953,370</u>	<u>3,703,250</u>

Class Code	AUTHORIZED PERSONNEL	ADOPTED FY 11-12		PROPOSED FY 12-13	
		Full Time	Part Time	Full Time	Part Time
1140	Accountant I	3.00		2.00	
1150	Accountant II	4.00		3.00	
7009	Accounts Payable Supervisor	1.00		1.00	
0190	Administrative Services Manager	0.65		0.65	
2660	Applications/Tech Support Manager	0.50		0.50	
1180	Assistant Director of Finance & Mgmt Svcs	0.75		0.55	
0490	Budget & Research Manager	1.00		1.00	
0496	Budget Analyst	1.00		0.90	
1240	Business Tax Collector/Inspector	2.00		2.00	
1350	Buyer	2.00		2.00	
1220	Customer Service Representative	9.00		8.00	
1190	Executive Director, Finance & Management	0.15		0.35	
0620	Finance Executive Secretary	1.00		1.00	
0960	Information Services Manager	0.25		0.25	
1210	Meter Reader Collector	5.00		4.00	
0020	Micro Systems Technician	1.00		1.00	

**GENERAL FUND
DEPARTMENT RESOURCE SUMMARY**

FINANCE & MANAGEMENT SERVICES

Class Code	AUTHORIZED PERSONNEL	ADOPTED FY 11-12		PROPOSED FY 12-13	
		Full Time	Part Time	Full Time	Part Time
7410	Payroll Technician	3.00	1.00	2.00	0.00
2630	Principal Programmer Analyst	5.00		5.00	
0547	Purchasing Specialist	2.00		2.00	
1090	Revenue Supervisor	1.00		1.00	
7490	Senior Accountant	2.00		2.00	
7280	Senior Accounting Assistant	1.00		1.00	
0495	Senior Budget Analyst	1.00		1.00	
0150	Senior Management Analyst	0.80		1.00	
	Senior Financial Analyst	0.00		1.00	
7415	Sr. Payroll Technician	1.00		1.00	
1170	Treasury Manager	1.00		1.00	
7020	Treasury Services Supervisor	1.00		1.00	
1215	Utilities Billing/Systems Tech	2.00		2.00	
9041	Account Clerk I (P/T)		2.00		2.00
0270	Assistant Buyer (PTCS)		1.00		1.00
9790	Budget Intern (PT)		1.00		1.00
9050	Clerical Assistant		1.00		1.00
9780	Customer Service Clerks		6.00		6.00
9120	Data Entry Clerk (PT)		3.00		3.00
9775	Municipal Utility Reader-Collector (PT)		2.00		3.00
9710	Purchasing Agent		1.00		1.00
9720	Purchasing Clerk		1.00		1.00
9060	Senior Clerical Aide (P/T)		2.00		2.00
	TOTAL GENERAL FUND	<u>53.10</u>	<u>21.00</u>	<u>49.20</u>	<u>21.00</u>
	SECTION 3: INTERNAL FUNDS				
07110100	Central Services	4.42	2.00	4.40	2.00
07310100	Building Maintenance	18.20	7.00	15.25	7.00
07510100	Fleet Maintenance	27.53	3.00	23.40	3.00
07510102	Stores & Property Control	2.03	3.00	2.03	3.00
08510138	Corporate Yard Operations	0.00	3.00	0.00	3.00
10210140	Communication Services	4.17		2.17	
10910-Var	IS Strategic Plan	14.30		13.55	
	SECTION 5: SPECIAL REVENUE				
03110101	Air Quality Management Trust Fund	0.25		0.00	
		<u>70.90</u>	<u>18.00</u>	<u>60.80</u>	<u>18.00</u>
	TOTAL PERSONNEL	<u>124.00</u>	<u>39.00</u>	<u>110.00</u>	<u>39.00</u>

GENERAL FUND

FINANCE & MANAGEMENT SERVICES
Management & Support

PROGRAM
01110100

Statement of Purpose

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

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

SERVICE PROGRAM

ACCOUNTING

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

PURCHASING/PAYROLL/CENTRAL SERVICES

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

TREASURY/CUSTOMER SERVICE

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

INFORMATION SERVICES

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

BUILDING MAINTENANCE

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

FLEET SERVICES

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

GENERAL FUND

FINANCE & MANAGEMENT SERVICES		ACCOUNTING UNIT			
Management & Support Services		01110100			
Object Code	LINE ITEM RESOURCES	ACTUAL FY 09-10	ACTUAL FY 10-11	ADOPTED FY 11-12	PROPOSED FY 12-13
61000	Salaries & Wages-Regular	305,269	316,166	258,070	442,115
61020	Salaries & Wages-Temporary	0	0	33,765	0
61040	Salaries & Wages-Overtime	0	0	10,000	10,000
61100	Retirement Plan	20,661	18,824	31,440	59,540
61110	Part-Time Retirement	0	0	1,265	0
61120	Medicare Insurance	4,027	4,141	4,205	6,580
61130	Employees Insurance	48,440	51,822	54,780	82,000
61170	Retiree Health Insurance	1,117	2,882	4,450	8,335
61180	Compensation Insurance	6,018	6,373	4,170	6,160
	SUBTOTAL PERSONNEL	<u>385,531</u>	<u>400,208</u>	<u>402,145</u>	<u>614,730</u>
62010	Communications	6,499	7,128	11,130	9,460
62120	Training & Transportation	1,470	872	10,000	10,000
62140	Other Agency Services	1,642	1,874	2,650	2,650
62300	Other Contractual Services	14,468	27,732	91,280	91,280
62302	Other Personnel Services	0	0	28,660	28,660
62600	Parking Validation	0	11,470	0	0
62700	Auto Expense	750	900	0	0
	SUBTOTAL CONTRACTUAL	<u>24,830</u>	<u>49,976</u>	<u>143,720</u>	<u>142,050</u>
63001	Operating Materials & Supplies	12,895	10,265	18,390	18,390
	SUBTOTAL COMMODITIES	<u>12,895</u>	<u>10,265</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	6,825
	SUBTOTAL FIXED CHARGES	<u>30,840</u>	<u>30,840</u>	<u>30,840</u>	<u>29,830</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>454,095</u>	<u>491,289</u>	<u>595,095</u>	<u>805,000</u>
Class Code	AUTHORIZED PERSONNEL	ADOPTED FY 11-12		PROPOSED FY 12-13	
		Full Time	Part Time	Full Time	Part Time
1190	Executive Director, Finance & Management	0.15		0.20	
1180	Assistant Director of Finance & Mgmt Svcs	0.10		0.10	
6400	Budget & Research Manager	1.00		1.00	
	Senior Financial Analyst	0.00		1.00	
0150	Senior Management Analyst	0.80		1.00	
0495	Senior Budget Analyst	1.00		1.00	
0496	Budget Analyst	1.00		0.90	
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>6.20</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 2011-2012				
<ul style="list-style-type: none"> * Received awards from the Government Finance Officers Association (GFOA) for outstanding financial reporting. * Utilizing the MS Add-Ins technique to upload AP invoice to reduce the volume of manual invoice data entries. 				
Action Plan for FY 2012-2013				
<ul style="list-style-type: none"> * Receive awards from the Government Finance Officers Association (GFOA) for outstanding financial reporting. * Continue to improve the AP process to reduce the volume of manual data entries for invoices with project numbers by utilizing the MS Add-Ins technique from Lawson ERP software. * Utilizing Lawson Business Intelligence (LBI) from the Enterprise Resource Planning (ERP) software to improve monthly reporting processes. 				
PERFORMANCE MEASURES	Actual	Actual	Estimated	Objective
	FY 09-10	FY 10-11	FY 11-12	FY 12-13
Service Level				
# of false alarms, hazardous material, and other miscellaneous receivables billed	10,637	12,633	13,000	13,500
# of grant receivables billed	428	755	850	900
\$ value of miscellaneous accounts receivable billed	\$67,123,110	\$86,145,476	\$92,000	\$92,000
Efficiency				
Accounting Division cost as a percentage (%) of total City expenditures	0.125%	0.150%	0.248%	0.302%
Effectiveness				
% of miscellaneous accounts receivable collected without use of private collection agencies	74.00%	79.60%	80.00%	80.00%

GENERAL FUND

FINANCE & MANAGEMENT SERVICES		ACCOUNTING UNIT			
Accounting Division		01110110			
Object Code	LINE ITEM RESOURCES	ACTUAL FY 09-10	ACTUAL FY 10-11	ADOPTED FY 11-12	PROPOSED FY 12-13
61000	Salaries & Wages-Regular	444,982	401,804	432,160	472,355
61010	Salaries & Wages-Retirement	0	0	0	0
61020	Salaries & Wages-Temporary	20,483	33,137	40,090	41,980
61040	Salaries & Wages-Overtime	6,308	4,998	32,360	32,360
61100	Retirement Plan	29,547	19,265	43,310	39,315
61110	Part-Time Retirement	630	1,243	1,505	1,575
61120	Medicare Insurance	5,557	2,871	5,205	6,420
61130	Employees Insurance	63,678	61,020	65,980	94,715
61170	Retiree Health Insurance	6,973	4,357	4,515	4,305
61180	Compensation Insurance	5,093	4,552	5,780	6,070
	SUBTOTAL PERSONNEL	583,249	533,248	630,905	699,095
62010	Communications	8,573	7,973	12,260	10,420
62120	Training & Transportation	1,033	337	15,000	15,000
62140	Membership, Subscriptions & Dues	973	1,053	24,465	24,465
62300	Other Contractual Services	156,616	102,295	166,300	166,300
62302	Other Personnel Services	0	0	0	0
	SUBTOTAL CONTRACTUAL	167,196	111,659	218,025	216,185
63001	Operating Materials & Supplies	35,536	45,775	52,930	52,930
	SUBTOTAL COMMODITIES	35,536	45,775	52,930	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	6,825
65200	Customer Services Charge	(123,000)	(123,000)	(123,000)	(123,000)
	SUBTOTAL FIXED CHARGES	(77,975)	(77,975)	(77,975)	(78,985)
66400	Machinery & Equipment	0	0	0	0
66510	Computer Software	0	0	0	0
	SUBTOTAL CAPITAL	0	0	0	0
	TOTAL	708,006	612,706	823,885	889,225
Class Code	AUTHORIZED PERSONNEL	ADOPTED FY 11-12		PROPOSED FY 12-13	
		Full Time	Part Time	Full Time	Part Time
1190	Executive Director of Finance & Mgmt Svcs	0.00		0.10	
1180	Assistant Director of Finance & Mgmt Svcs	0.35		0.20	
7490	Senior Accountant	2.00		2.00	
1150	Accountant II	4.00		3.00	
1140	Accountant I	3.00		2.00	
9041	Account Clerk I		2.00		2.00
	TOTAL	9.35	2.00	7.30	2.00
<p><i>The following are being charged to I.S. Strategic Plan Fund:</i></p> <p><i>1 - Accounting Manager</i></p> <p><i>1 - Accountant I</i></p> <p><i>2 - Sr. Accounting Assistants /Systems Tech.</i></p> <p><i>1 - Accounting Assistant/Systems Tech.</i></p>					

GENERAL FUND

FINANCE & MANAGEMENT SERVICES
Payroll Services

ACCOUNTING UNIT
01110115

Statement of Purpose

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.

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.

Accomplishments in FY 2011-2012

- * Successfully completed upgrade from Personality2000 to ePersonality.
- * Completed interface transition of city's pension reporting from ACES to MyCalPERS
- * Assisted in successful transition of fire department to OCFA
- * Transitioned reporting all Part time contributions of social security alternative plan from Great West to PARS.

Action Plan for FY 2012-2013

- * Upgrade to ePersonality v. 10.3
- * Transition from Vertex to Symmetry for tax calculations and reporting.
- * Review/Test ACH deposit process.

PERFORMANCE MEASURES	Actual	Actual	Estimated	Objective
	FY 09-10	FY 10-11	FY 11-12	FY 12-13
Service Level				
* Average # of payroll checks and direct deposits processed per pay period	1,900	1,700	1,500	1,300
* Average # of vendor checks processed per pay period	15	15	15	15
* Number of W-2s processed	2,400	1,998	2,000	1,800

GENERAL FUND

FINANCE & MANAGEMENT SERVICES		ACCOUNTING UNIT			
Payroll		01110115			
Object Code	LINE ITEM RESOURCES	ACTUAL FY 09-10	ACTUAL FY 10-11	ADOPTED FY 11-12	PROPOSED FY 12-13
61000	Salaries & Wages-Regular	239,297	209,094	247,930	251,835
61020	Salaries & Wages-Temporary	45,653	25,327	28,805	0
61040	Salaries & Wages-Overtime	0	0	20,000	10,000
61100	Retirement Plan	16,212	11,932	27,800	30,470
61110	Part-Time Retirement	1,424	947	1,080	0
61120	Medicare Insurance	4,032	3,279	4,015	3,650
61130	Employees Insurance	39,320	37,448	42,240	39,080
61170	Retiree Health Insurance	0	1,912	4,340	3,925
61180	Compensation Insurance	3,595	2,493	3,540	3,150
	SUBTOTAL PERSONNEL	349,532	292,432	379,750	342,110
62010	Communications	3,740	4,275	5,000	4,250
62120	Training & Transportation	0	0	1,000	10,000
62300	Other Contractual Services	0	0	0	0
62302	Other Personnel Services	0	0	0	0
	SUBTOTAL CONTRACTUAL	3,740	4,275	6,000	14,250
63001	Operating Materials & Supplies	693	1,257	1,000	2,000
	SUBTOTAL COMMODITIES	693	1,257	1,000	2,000
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	353,965	297,965	386,750	358,360
Class Code	AUTHORIZED PERSONNEL	ADOPTED FY 11-12		PROPOSED FY 12-13	
		Full Time	Part Time	Full Time	Part Time
0190	Administrative Services Manager	0.22		0.22	
7410	Payroll Technician	3.00	1.00	2.00	0.00
7415	Senior Payroll Technician	1.00		1.00	
9070	Senior Clerical Aide*		1.00		1.00
	TOTAL	4.22	2.00	3.22	1.00
<p><i>One (1) Payroll Systems Analyst funded in IS Strategic Plan Fund</i> <i>One (1) Part-time Sr. Clerical Aide in AQMD-Personnel</i></p>					

GENERAL FUND

FINANCE & MANAGEMENT SERVICES		PROGRAM		
Purchasing		01110120		
Statement of Purpose				
<p><i>To effectively provide quality economical products and services to City departments which are promptly priced, purchased, provided, and paid.</i></p> <p>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.</p>				
Accomplishments in FY 2011-2012				
<ul style="list-style-type: none"> * Designed and implemented the new Lawson requisition module RSS. * Collaborated with PBA in automating the online vendor registration and application process * Assisted in coordinating and establishing the new small business local preference program * Assisted Stores in automating and streamlining the inventory of stock items 				
Action Plan for FY 2012-2013				
<ul style="list-style-type: none"> * Continue to support all users of the Lawson A/P and Procurement modules. * Continue to 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 09-10	FY 10-11	FY 11-12	FY 12-13
Service Level				
Purchase Orders processed/paid	2,290	2,264	2,200	2,000
Invoices paid	34,435	38,043	35,000	34,000
Request for Council Action				
# Prepared	50	73	75	75
Dollar Volume	\$11,090,000	\$ 11,465,140	\$ 10,000,000	\$ 11,000,000

GENERAL FUND

FINANCE & MANAGEMENT SERVICES		ACCOUNTING UNIT			
Purchasing		01110120			
Object Code	LINE ITEM RESOURCES	ACTUAL FY 09-10	ACTUAL FY 10-11	ADOPTED FY 11-12	PROPOSED FY 12-13
61000	Salaries & Wages-Regular	540,730	317,095	448,600	336,455
61020	Salaries & Wages-Temporary	90,326	105,525	150,755	151,755
61040	Salaries & Wages-Overtime	1,077	34	14,435	9,570
61100	Retirement Plan	41,500	25,128	47,945	30,720
61110	Part-Time Retirement	1,407	1,379	6,280	5,505
61120	Medicare Insurance	9,119	6,072	8,620	7,005
61130	Employees Insurance	57,655	44,400	64,670	61,785
61170	Retiree Health Insurance	7,436	3,569	5,110	2,945
61180	Compensation Insurance	9,752	5,596	7,775	6,370
	SUBTOTAL PERSONNEL	759,002	508,798	754,190	612,110
62010	Communications	9,846	10,721	10,685	9,080
62120	Training & Transportation	138	172	7,105	12,105
62140	Other Agency Services	580	0	830	2,830
62300	Other Contractual Services	821	1,200	0	0
62302	Other Personnel Services	0	0	0	0
	SUBTOTAL CONTRACTUAL	11,384	12,092	18,620	24,015
63001	Operating Materials & Supplies	5,583	5,712	9,500	12,500
	SUBTOTAL COMMODITIES	5,583	5,712	9,500	12,500
65000	Building & Site Rental	53,410	53,410	53,410	53,410
65100	Insurance (Risk Management)	7,835	7,835	7,835	6,825
	SUBTOTAL FIXED CHARGES	61,245	61,245	61,245	60,235
66400	Machinery & Equipment	0	0	0	0
66510	Computer Software	0	0	0	0
	SUBTOTAL CAPITAL	0	0	0	0
	TOTAL	837,214	587,847	843,555	708,860

Class Code	AUTHORIZED PERSONNEL	ADOPTED FY 11-12		PROPOSED FY 12-13	
		Full Time	Part Time	Full Time	Part Time
0190	Administrative Services Manager	0.43		0.43	
1180	Assistant Director of Finance & Mgmt Svcs	0.10		0.10	
1350	Buyer*	2.00		2.00	
7009	Accounts Payable Supervisor	1.00		1.00	
0547	Purchasing Specialist*	2.00		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	5.53	5.00	5.53	5.00

* 1 Buyer is charged to the I.S. Strategic Plan fund .
1 Purchasing Specialist 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 2011-2012				
<ul style="list-style-type: none"> * Upgraded meter readers handheld radios for field communications with office staff. * Expanded computerized cashiering system to include the Fiscal Section of the Police Department. * Implemented letter writing and tracking system for unlicensed business for purposes of licensing and/or collections. * Implemented new City Safekeeping services contract. 				
Action Plan for FY 2012-2013				
<ul style="list-style-type: none"> * Develop and implement a PayCard program for purposes of providing banking facilities for unbanked customers. * Develop and implement an on-line application and payment program for business license applications. * Develop and implement a Kiosk to allow for payment of City programs 24/7. Payments to include Municipal Utility Services, Business License Taxes, Parking Citations, et al. * Develop and implement an Interactive Voice Response system for access to and payment of Municipal Utility Service accounts by customers. 				
PERFORMANCE MEASURES	Actual	Actual	Estimated	Objective
	FY 09-10	FY 10-11	FY 11-12	FY 12-13
Service Level				
# of business tax accounts	25,289	27,680	27,700	27,700
# of hotel visitor's tax reports processed	444	480	480	480
# of dog licenses	11,883	13,134	13,150	13,150
# of MUS bills processed	337,509	332,538	340,000	134,000
# of water meters read	268,377	268,674	268,675	268,675
# of customers served at cashier counters	108,530	106,443	100,000	100,000
# of delinquent MUS accounts turned off		1,651	1,500	1,500
# of utility user tax remittances	2,460	3,096	3,100	3,100
# of utility user max tax remittances	34	39	40	40
# of paramedic payments processed	1,396	42	40	40
# of parking citations payments processed	15,959	14,403	13,000	13,000
# of MAR payments processed	8,423	8,902	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 09-10	ACTUAL FY 10-11	ADOPTED FY 11-12	PROPOSED FY 12-13
61000	Salaries & Wages-Regular	1,578,920	1,425,591	1,537,050	1,323,010
61010	Salaries & Wages-Retirement	0	0	0	0
61020	Salaries & Wages-Temporary	204,142	213,878	217,315	239,840
61040	Salaries & Wages-Overtime	483	523	17,780	17,780
61100	Retirement Plan	109,216	78,455	162,420	116,080
61110	Part-Time Retirement	5,519	6,971	8,150	8,995
61120	Medicare Insurance	22,666	21,012	22,480	20,720
61130	Employees Insurance	222,669	206,724	232,580	221,600
61170	Retiree Health Insurance	22,104	13,855	16,685	11,560
61180	Compensation Insurance	31,076	29,677	31,505	28,525
	SUBTOTAL PERSONNEL	<u>2,196,797</u>	<u>1,996,686</u>	<u>2,245,965</u>	<u>1,988,110</u>
62010	Communications	19,483	19,871	30,000	20,000
62120	Training & Transportation	1,818	722	4,295	4,295
62140	Other Agency Services	155	670	1,450	1,450
62300	Other Contractual Services	327,990	355,453	325,020	337,450
62302	Other Personnel Services	0	0	2,430	0
62322	M&R Machinery & Equipment	4,649	1,714	4,560	4,560
62501	Lease Payments	55,542	55,632	55,720	55,720
	SUBTOTAL CONTRACTUAL	<u>409,637</u>	<u>434,061</u>	<u>423,475</u>	<u>423,475</u>
63001	Operating Materials & Supplies	135,391	128,364	142,215	142,215
	SUBTOTAL COMMODITIES	<u>135,391</u>	<u>128,364</u>	<u>142,215</u>	<u>142,215</u>
65000	Building & Site Rental	75,850	75,850	75,850	75,850
65010	Equipment Rental, City	47,445	48,040	49,030	50,535
65100	Insurance (Risk Management)	7,835	7,835	7,835	6,825
65220	Treasury Services Charges	(2,002,945)	(2,002,945)	(2,135,650)	(2,135,650)
	SUBTOTAL FIXED CHARGES	<u>(1,871,815)</u>	<u>(1,871,220)</u>	<u>(2,002,935)</u>	<u>(2,002,440)</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>870,010</u>	<u>687,890</u>	<u>808,720</u>	<u>551,360</u>

Class Code	AUTHORIZED PERSONNEL	ADOPTED FY 11-12		PROPOSED FY 12-13	
		Full Time	Part Time	Full Time	Part Time
1170	Treasury Manager	1.00		1.00	
1190	Executive Director of Finance & Mgmt Svcs	0.00		0.05	
1180	Assistant Director of Finance & Mgmt Svcs	0.10		0.05	
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		8.00	
1215	Utilities Billing/Systems Technician	2.00		2.00	
1210	Meter Reader Collector	5.00		4.00	
9780	Customer Service Clerk		6.00		6.00
9775	Municipal Utility Reader-Collector		2.00		3.00
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>20.10</u>	<u>12.00</u>

GENERAL FUND

FINANCE & MANAGEMENT SERVICES			PROGRAM	
Information Services			01110140	
Statement of Purpose				
<p><i>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.</i></p> <p>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.</p>				
Accomplishments in FY 2011-2012				
<ul style="list-style-type: none"> * Took over support of Police Video Surveillance system. * 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 major upgrade to the Payroll system. * Upgraded the Library's TLC system to include enhanced functionality to users in creating their own reports. * Performed a major upgrade to Lawson Financial System applications and environment software. * Upgraded the Risk Management System. * Configured/supported 70 Blackberry handheld devices and administered the City's Blackberry Enterprise Server. 				
Action Plan for FY 2012-2013				
<ul style="list-style-type: none"> * 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. * Work to provide support for the City's strategic initiatives to provide better services for less money. * Migrate Lawson Financial System to Windows Server 2008 Operating System. * Perform a major upgrade to Lawson Financial System application and environment. * Install additional modules for Payroll System (empl/mgr self serve, Safety/Health) 				
PERFORMANCE MEASURES	Actual	Actual	Estimated	Objective
	FY 09-10	FY 10-11	FY 10-11	FY 11-12
Service Level				
Total # of software systems maintained	54	54	54	54
# of micro computer service requests	1,500	944	1,800	900
Volume of data protected	11.2 TB	14.0 TB	11.8 TB	14.0 TB
# of mobile data access devices supported:	160/243	160/243	173/232	173/232
Mobile email devices/mobile computing devices				
# of networked devices supported: first + second level	2,200	2,200	2,212	2,212
# of domains/network subnets supported	2/138	2/138	2/140	2/140
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 09-10	ACTUAL FY 10-11	ADOPTED FY 10-11	PROPOSED FY 11-12
61000	Salaries & Wages-Regular	739,694	680,551	715,785	637,390
61040	Salaries & Wages-Overtime	16,575	0	16,000	16,000
61100	Retirement	49,855	36,828	76,585	58,290
61120	Medicare Insurance	11,055	9,747	10,380	9,240
61130	Employees Insurance	74,319	80,861	88,900	85,840
61170	Retiree Health Insurance	8,981	6,838	8,190	5,020
61180	Compensation Insurance	11,421	10,405	10,085	9,225
	SUBTOTAL PERSONNEL	<u>911,900</u>	<u>825,230</u>	<u>925,925</u>	<u>821,005</u>
62300	Other Contractual Services	297	0	0	0
	SUBTOTAL CONTRACTUAL	<u>297</u>	<u>0</u>	<u>0</u>	<u>0</u>
63001	Operating Materials & Supplies	0	0	0	0
	SUBTOTAL COMMODITIES	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>
65000	Building & Site Rental	0	0	0	0
65010	Equipment Rental, City	0	0	0	0
65100	Insurance (Risk Management)	0	0	0	0
65200	Charges to Other Departments	(447,785)	(447,785)	(430,560)	(430,560)
	SUBTOTAL FIXED CHARGES	<u>(447,785)</u>	<u>(447,785)</u>	<u>(430,560)</u>	<u>(430,560)</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>464,412</u></u>	<u><u>377,444</u></u>	<u><u>495,365</u></u>	<u><u>390,445</u></u>

Class Code	AUTHORIZED PERSONNEL	ADOPTED FY 11-12		PROPOSED FY 12-13	
		Full Time	Part Time	Full Time	Part Time
0960	Information Services Manager	0.25		0.25	
1180	Assistant Director of Finance & Mgmt Svcs	0.10		0.10	
2660	Applications/Tech Support Manager	0.50		0.50	
2630	Principal Programmer Analyst	5.00		5.00	
0020	Micro Systems Technician	1.00		1.00	
	TOTAL	<u>6.85</u>		<u>6.85</u>	

**GENERAL FUND
DEPARTMENT RESOURCE SUMMARY**

BOWERS MUSEUM CORPORATION

ACTIVITIES	ACTUAL FY 09-10	ACTUAL FY 10-11	ADOPTED FY 11-12	PROPOSED FY 12-13		
01112030 Museum Operations	1,854,884	1,518,764	1,809,505	1,482,130		
TOTAL	<u>1,854,884</u>	<u>1,518,764</u>	<u>1,809,505</u>	<u>1,482,130</u>		
OPERATING EXPENSE	ACTUAL FY 09-10	ACTUAL FY 10-11	ADOPTED FY 11-12	PROPOSED FY 12-13		
61000 Personnel *	0	0	0	0		
62251 Other Agency Services	12,604	16,841	19,500	20,500		
65100 Fixed Charges - Insurance	45,295	45,295	45,295	5,000		
66220 Improvements Other than Buildings	31,600	0	288,080	0		
69135 Payments to Sub-agents	1,765,385	1,456,628	1,456,630	1,456,630		
TOTAL	<u>1,854,884</u>	<u>1,518,764</u>	<u>1,809,505</u>	<u>1,482,130</u>		
Class Code	AUTHORIZED PERSONNEL		ADOPTED FY 11-12		ADOPTED FY 12-13	
	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 09-10	ACTUAL FY 10-11	ADOPTED FY 11-12	PROPOSED FY 12-13
01111150 Library Adult Services	1,277,109	821,197	1,179,630	841,040
01111160 Library Youth Services	877,747	658,280	647,375	626,050
01111170 Library Admin. and Support Services	(3,181)	0	0	0
01111180 Library Young Adult Services	0	0	0	300,980
01111190 Library Technology and Support Services	872,822	1,016,492	1,158,485	1,133,070
01113200 Administrative Services	2,267,482	1,772,518	1,866,920	1,695,675
01113205 Community Affairs	12,251	0	0	0
01113210 Stadium	174,662	192,751	130,400	123,655
01113220 Santa Ana Zoo at Prentice Park	1,637,320	1,502,434	1,585,145	1,702,180
01113230 Recreation	3,512,216	3,251,306	3,553,090	3,461,650
01113240 Park Ranger Program	716,320	752,908	866,105	884,990
01113250 Park Maintenance	4,828,234	5,076,279	4,719,225	5,147,525
01113260 Park Building Services	297,997	656,665	706,345	706,345
TOTAL	<u>16,470,979</u>	<u>15,700,831</u>	<u>16,412,720</u>	<u>16,623,160</u>

OPERATING EXPENSE	ACTUAL FY 09-10	ACTUAL FY 10-11	ADOPTED FY 11-12	PROPOSED FY 12-13
61000 Personnel	10,057,831	8,825,365	9,517,745	9,172,615
62000 Contractual	4,042,823	4,349,027	4,321,560	5,018,605
63000 Commodities	582,780	690,803	749,005	764,895
65000 Crossed Charges	1,647,570	1,754,307	1,743,505	1,502,820
66000 Capital Outlay	59,090	444	0	83,335
67000 Debt Payment	80,886	80,886	80,905	80,890
TOTAL	<u>16,470,979</u>	<u>15,700,831</u>	<u>16,412,720</u>	<u>16,623,160</u>

Class Code	AUTHORIZED PERSONNEL	ADOPTED FY 11-12		PROPOSED FY 12-13	
		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		1.00	
4106	Park Maintenance Inspector II	1.00		2.00	
1010	General Maintenance Supervisor	0.00		1.00	
4180	General Maintenance Worker	5.00		5.00	
5115	Principal Librarian	4.00		4.00	

**GENERAL FUND
DEPARTMENT RESOURCE SUMMARY**

PARKS, RECREATION AND COMMUNITY SERVICES

Class Code	AUTHORIZED PERSONNEL	ADOPTED FY 11-12		PROPOSED FY 12-13	
		Full Time	Part Time	Full Time	Part Time
5109	Senior Librarian	8.00		8.00	
5313	Youth Services Technician	3.00		3.00	
5050	Library Services Assistant	3.00		3.00	
5055	Supervising Library Services Assistant	3.00		3.00	
5195	Library Operations Manager	1.00		1.00	
5100	Senior Library Technician (T) *	1.00		1.00	
5150	Bibliographic Technician	1.00		1.00	
9041	Account Clerk I		2.00		2.00
9770	Administrative Aide		3.00		3.00
9000	Animal Keeper I		7.00		6.00
9010	Animal Keeper II		1.00		0.00
9040	Cashier		4.00		4.00
9060	Clerical Aide		3.00		3.00
9100	Community Center Aide		13.00		15.00
9690	Computer Technician		1.00		1.00
4190	General Maintenance Leader (PT)		1.00		1.00
9230	Maintenance Aide II		21.00		22.00
4860	Park Maintenance Aide (CS/PT)		1.00		1.00
9300	Park Maintenance Assistant		39.00		32.00
8160	Program Coordinator		20.00		19.00
9350	Program Leader I		3.00		9.00
9360	Program Leader II		40.00		41.00
3615	PT Park Ranger		7.00		6.00
7475	PT Supervising Park Ranger		3.00		3.00
8100	Senior Administrative Intern		1.00		1.00
9070	Senior Clerical Aide		14.00		15.00
9260	Senior Maintenance Worker		4.00		3.00
9400	Senior Program Leader		18.00		13.00
9430	Special Events Leader I		3.00		3.00
9440	Special Events Leader II		1.00		1.00
9180	Librarian / PT		1.00		0.00
9210	Library Clerk II		2.00		2.00
9200	Library Clerk I		9.00		10.00
9190	Library Assistant		1.00		2.00
8170	Senior Library Assistant		2.00		1.00
8420	Tutor		0.00		1.00
9290	Library Page		8.00		8.00
	TOTAL GENERAL FUND	<u>65.00</u>	<u>233.00</u>	<u>66.00</u>	<u>228.00</u>
	SECTION 5 SPECIAL REVENUE				
07413250	Civic Center Maintenance	4.00	5.00	3.00	6.00
		<u>4.00</u>	<u>5.00</u>	<u>3.00</u>	<u>6.00</u>
	TOTAL NON GRANT POSITIONS	<u>69.00</u>	<u>238.00</u>	<u>69.00</u>	<u>234.00</u>
	PENDING GRANT FUNDING				
16113265	Habitat Conservation Fund		3.00		0.00
16913202	OCTA Senior Mobility		14.00		11.00
13518783	CDBG - PRCSA		16.00		9.00
13518783	CDBG - Library		16.00		35.00
12318750	WIA - Seeds to Trees Digital Academy		0.00		11.00
15311156	Laura Bush - Library		0.00		39.00
15411193	LSTA - Library		2.00		0.00
		<u>0.00</u>	<u>51.00</u>	<u>0.00</u>	<u>105.00</u>
	TOTAL ALL FUNDING SOURCES	<u>69.00</u>	<u>289.00</u>	<u>69.00</u>	<u>339.00</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				
<p><i>To provide a variety of timely materials, quality information and services that are useful and promote learning and enjoyment for adults in Santa Ana's ethnically diverse population.</i></p> <p>Adult Services serves patrons from high-school age through adulthood. They are assisted in choosing books, audiovisual and electronic materials, and in the use of library resources and services. This section evaluates library materials for purchase and for removal from the adult 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.</p>				
Accomplishments in FY 10-11 & FY 11-12				
<p>* Supported by Eureka grant funds, developed & implemented a multiphase program to enhance job skills & provide career and job search opportunities for limited English-speaking adults. Doubled the number of bilingual computer classes available to adult patrons. Provided a series of consumer education workshops for limited English-speaking adults. Provided tours and information literacy sessions to 15 ESL classes. Developed and hosted an art exhibit depicting local immigrants' home towns in Mexico and elsewhere. Assisted in the local celebration of culturally significant holidays by providing a Mexican film festival and display of posters from the Mexican Cine de Oro period. Initiated a bilingual adult summer reading program.</p>				
Action Plan for FY 2012-13				
<p>* Continue to provide two series of bilingual computer classes for adults. Develop and conduct a book club for adult patrons. Together with a local production company, develop and facilitate a culturally significant film festival for the community. Continue to provide library tours information literacy sessions for limited English-speaking adults. Seek partnerships with other community agencies to promote library resources, program sand services, and to enhance information literacy in the community.</p>				
PERFORMANCE MEASURES	Actual FY 09-10	Actual FY 10-11	Estimated FY 11-12	Objective FY 12-13
Service Levels				
Materials Loaned	110,041	102,565	90,121/40,638	112,821
Materials Read in Library	89,888	87,052	93,109/136,674	95,757
Materials Added	6,969	9,589	63,564/953	10,547
Information requests	29,083	29,200	47,932	32,120
Items deleted	7,591	7,542	11,710	8,296
Periodical/Microfilm use (discontinued)	1,520	N/A	N/A	N/A
Class/Tours Visits and Attendance	10	15/233	19/50	19/244
Passport Applications Processed (new stat)	190	188	108	197
New Library Cards Issued	6,492	6,335	8,212/1,439	6,651
Computer Workshops / Attendance	117/1185	87/925	58/898	91/971
Efficiency				
Cost per item loaned in Adult Services	\$8.79	\$8.00	\$9.58	\$7.60
Effectiveness				
Percent of adults holding library cards	34.3%	31.5%	40.0%	33.9%

GENERAL FUND

PARKS, RECREATION & COMMUNITY SERVICES		ACCOUNT UNIT			
Library Adult Services		0111150			
Object Code	LINE ITEM RESOURCES	ACTUAL FY 09-10	ACTUAL FY 10-11	ADOPTED FY 11-12	PROPOSED FY 12-13
61000	Salaries Regular	752,236	526,128	771,195	526,850
61020	Salaries Part-Time	86,819	91,486	64,045	28,645
61040	Salaries Overtime	145	519	0	0
61100	Retirement-Employer Contribution	49,754	27,023	79,995	43,985
61110	Part-Time Retirement	2,489	3,431	2,400	1,075
61120	Medicare Insurance	9,259	7,717	10,940	7,000
61130	Health Insurance	110,776	70,757	88,050	72,285
61170	Retiree Health Benefits	0	5,193	13,500	6,075
61180	Worker Compensation Insurance	5,514	4,888	7,610	6,650
	SUBTOTAL PERSONNEL	1,016,993	737,142	1,037,735	692,565
62010	Communications	4,416	8,881	6,550	3,275
62120	Training, Transportation, Meeting	0	1,433	1,650	2,325
62140	Membership, Subscription And Dues	20,996	7,318	14,195	14,195
62300	Contractual Services-Professional	17	39,488	83,340	63,000
	SUBTOTAL CONTRACTUAL	25,429	57,120	105,735	82,795
63001	Misc Office Expenses	15,329	18,061	23,395	20,445
	SUBTOTAL COMMODITIES	15,329	18,061	23,395	20,445
65000	Building Rental	155,075	0	0	0
65010	Rental City Equipment	0	0	3,890	0
65100	Insurance Charges	8,875	8,875	8,875	7,735
	SUBTOTAL FIXED CHARGES	163,950	8,875	12,765	7,735
66600	Books Records Video	55,408	0	0	37,500
	SUBTOTAL CAPITAL	55,408	0	0	37,500
	TOTAL	1,277,109	821,197	1,179,630	841,040

Class Code	AUTHORIZED PERSONNEL	ADOPTED FY 11-12		PROPOSED FY 12-13	
		Full Time	Part Time	Full Time	Part Time
5195	Library Operations Manager	1.00		1.00	
5115	Principal Librarian	2.00		1.00	
5109	Senior Librarian	6.00		4.00	
5313	Youth Services Technician	1.00		1.00	
8170	Senior Library Assistant		1.00		0.00
9180	Librarian / PT		1.00		0.00
9210	Library Clerk II		1.00		0.00
9200	Library Clerk I		2.00		1.00
9190	Library Assistant		0.00		1.00
	TOTAL	10.00	5.00	7.00	2.00

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 & FY 11-12				
<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 2012-13				
<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. * Offer a Literacy On the Move Program to help enhance literacy skills throughout the community. 				
PERFORMANCE MEASURES	Actual	Actual	Estimated	Objective
	FY 09-10	FY 10-11	FY 11-12	FY 12-13
Service Levels				
Youth Materials Loaned	333,469	378,084	350,500	380,000
Information requests	23,590	55,500	30,800	56,000
Preschool age programs/Attendance	94/3,864	93/3,479	90/3,600	92/3,500
School age programs/Attendance	342/14,018	375/17,589	345/12,000	350/15,800
Class Tours/School Visits & Attendance	included above	included above	included above	included above
New library cards issued	4,232	5,754	5,700	6,000
Youth Materials Added	9,456	9,289	6,200	9,600
Computer Users/Sessions	6,685/31,854	6,726/32,827	7,000/32,500	6,850/33,000
Students registered in Learning Center (tutoring)/Sessions	1,045/6,440	1,755/8,136	1,300/6,500	1,850/8,350
Efficiency				
Cost per item loaned in Youth Services	\$2.63	\$1.74	\$1.85	\$1.68
Effectiveness				
Percent of youths holding library cards	41.3%	43.1%	45.0%	48.3%

GENERAL FUND

PARKS, RECREATION & COMMUNITY SERVICES		ACCOUNT UNIT			
Library Youth Services		01111160			
Object Code	LINE ITEM RESOURCES	ACTUAL FY 09-10	ACTUAL FY 10-11	ADOPTED FY 11-12	PROPOSED FY 12-13
61000	Salaries Regular	530,840	463,234	421,280	378,280
61020	Salaries Part-Time	40,724	33,303	34,545	34,545
61040	Salaries Overtime	242	0	0	0
61100	Retirement-Employer Contribution	36,392	24,275	43,700	31,585
61110	Part-Time Retirement	859	1,243	1,295	1,295
61120	Medicare Insurance	4,757	4,159	3,685	3,420
61130	Health Insurance	79,429	78,006	74,885	77,600
61170	Retiree Health Benefits	21,378	4,369	7,370	3,785
61180	Worker Compensation Insurance	4,956	4,243	2,970	3,475
	SUBTOTAL PERSONNEL	719,576	612,831	589,730	533,985
62010	Communications	4,781	4,833	14,920	14,920
62120	Training, Transportation, Meeting	3,397	669	3,500	3,500
62140	Membership, Subscription And Dues	3,907	1,358	2,000	2,000
62300	Contractual Services-Professional	3,765	5,378	6,800	6,800
	SUBTOTAL CONTRACTUAL	15,850	12,237	27,220	27,220
63001	Misc Office Expenses	21,159	22,287	19,500	19,500
	SUBTOTAL COMMODITIES	21,159	22,287	19,500	19,500
65000	Building Rental	87,450	0	0	0
65010	Rental City Equipment	25,505	6,400	6,400	3,900
65100	Insurance Charges	4,525	4,525	4,525	3,945
	SUBTOTAL FIXED CHARGES	117,480	10,925	10,925	7,845
66600	Books Records Video	3,682	0	0	37,500
	SUBTOTAL CAPITAL	3,682	0	0	37,500
	TOTAL	877,747	658,280	647,375	626,050
Class Code	AUTHORIZED PERSONNEL	ADOPTED FY 11-12		PROPOSED FY 12-13	
		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	2.00		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	6.00	2.00	6.00	2.00

GENERAL FUND

PARKS, RECREATION & COMMUNITY SERVICES
Library Administration Services

PROGRAM
0111170

Statement of Purpose

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

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

ORGANIZATIONAL STRUCTURE

ADMINISTRATION

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

ADULT SERVICES

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

YOUTH SERVICES

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

TECHNOLOGY & SUPPORT SERVICES

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

Note: This activity is now combined with 01113200 PRCSA Admin.

GENERAL FUND

PARKS, RECREATION & COMMUNITY SERVICES		ACCOUNT UNIT			
Library Administration Services		01111170			
Object Code	LINE ITEM RESOURCES	ACTUAL FY 09-10	ACTUAL FY 10-11	ADOPTED FY 11-12	PROPOSED FY 12-13
61000	Salaries Regular	0	0	0	0
61020	Salaries Part-Time	0	0	0	0
61040	Salaries Overtime	0	0	0	0
61100	Retirement-Employer Contribution	0	0	0	0
61120	Medicare Insurance	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
62302	Contracted Vendor Personnel Services	0	0	0	0
	SUBTOTAL PERSONNEL	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>
62000	Utilities	0	0	0	0
62010	Communications	0	0	0	0
62120	Training, Transportation, Meeting	0	0	0	0
62140	Membership, Subscription And Dues	0	0	0	0
62300	Contractual Services-Professional	(3,407)	0	0	0
62600	Parking Validation	226	0	0	0
	SUBTOTAL CONTRACTUAL	<u>(3,181)</u>	<u>0</u>	<u>0</u>	<u>0</u>
63001	Misc Office Expenses	0	0	0	0
63020	Postage/Printing	0	0	0	0
	SUBTOTAL COMMODITIES	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>
65000	Building Rental	0	0	0	0
65010	Rental City Equipment	0	0	0	0
65040	Computer Services Charge	0	0	0	0
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	0	0
	SUBTOTAL CAPITAL	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>
67200	Principal - Capital Lease	0	0	0	0
	SUBTOTAL DEBT SERVICES	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>
	TOTAL	<u><u>(3,181)</u></u>	<u><u>0</u></u>	<u><u>0</u></u>	<u><u>0</u></u>
Class Code	AUTHORIZED PERSONNEL	ADOPTED FY 11-12		PROPOSED FY 12-13	
		Full Time	Part Time	Full Time	Part Time
<p>Note: This activity is now combined with 01113200 PRCSA Admin.</p>					

GENERAL FUND

PARKS, RECREATION & COMMUNITY SERVICES			PROGRAM	
Library Young Adult Services			01111180	
Statement of Purpose				
<p>To provide Santa Ana teens and young adults a safe place to study and gather friends, and with materials, mentoring and training to develop civic engagement and enhance personal development. Young Adult Services serves patrons from high-school age through college age. 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 young adult collections in accord with the collection development plan. Young Adult Services develops and implements programs to assist teens and young adults in furthering their education improving their personal lives and preparing for their future. It manages the Library's volunteer program. It also staffs and maintains the Santa Ana History Room, which collects and makes available to the public materials on Santa Ana history. It staffs the TeenSpace at the Main Library and the Jerome Recreation Center.</p>				
Accomplishments in FY 10-11 & FY 11-12				
<p>* Managed and implemented 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. Created and implemented the annual Summer Volunteer Institute to bring teen volunteers and programs into the library. Created teen interest groups to study history and civics, green and healthy living. Applied for and received \$200,000 in grants for programs for teens. Cooperated with other sections to guide teens in creating video content for the City's CTV-3 channel. Operated 40 plus educational/recreational programs for teens on an ongoing basis at 3 sites. Expanded the Seeds to Trees concept to include digital media, historical research and documentation, and civic engagement training for teens.</p>				
Action Plan for FY 2012-13				
<p>* Manage and implement the 3rd year of the Laura Bush grant by training and mentoring young adults employed in the library. Continue to provide extensive educational and recreational programs for teens at all 3 sites. Seek sources of funding to continue/expand the Seeds to Trees programs to provide training in new professional and occupational areas. Complete the establishment of YA activities and recordkeeping into a separate functional unit. Expand the scope of operations of the Santa Ana History Room through grants and integration of youth into this programming.</p>				
PERFORMANCE MEASURES	Actual FY 09-10	Actual FY 10-11	Estimated FY 11-12	Objective FY 12-13
Service Levels				
Materials Loaned	35,230	32,823	25,780	30,500
Materials Read in Library	15,790	14,452	12,291	14,500
Materials Added	998	2,367	552	1,510
Items Deleted	7,591	1,060	508	750
Information Requests	N/A	3,650	4,200	5,500
New Library Cards Issued	1,119	1,012	921	1,000
Teens Programs/Attendance (new stat)	N/A	924/13,889	2,120/10,410	2,200/11,000
Field Trips and Events/Attendance (new stat)	N/A	N/A	44/823	48/950
Teen Zone Attendance	N/A	14,451	15,510	16,200
Buddy Programs/Attendance	N/A	64/1,450	186/2,480	190/2,500
Volunteer Services system-wide Volunteers/Hours	1,702/15,120	630/14,155	1,042/12,007	1,200/14,000
Teen Volunteer Returning (new stat)	N/A	N/A	139	
Santa Ana History Room usage				
Efficiency				
Cost per item loaned in Young Adult Services	\$8.79	\$8.00	\$9.58	\$10.43
Effectiveness				
Percent of Young Adults holding library cards	34.3%	31.5%	40.0%	33.9%

GENERAL FUND

PARKS, RECREATION & COMMUNITY SERVICES		ACCOUNT UNIT			
Library Young Adult Services		0111180			
Object Code	LINE ITEM RESOURCES	ACTUAL FY 09-10	ACTUAL FY 10-11	ADOPTED FY 11-12	PROPOSED FY 12-13
61000	Salaries Regular				183,155
61020	Salaries Part-Time				35,400
61040	Salaries Overtime				0
61100	Retirement-Employer Contribution				15,290
61110	Part-Time Retirement				1,330
61120	Medicare Insurance				3,170
61130	Health Insurance				21,495
61170	Retiree Health Benefits				1,830
61180	Worker Compensation Insurance				2,075
	SUBTOTAL PERSONNEL	<u>0</u>	<u>0</u>	<u>0</u>	<u>263,745</u>
62010	Communications				3,275
62120	Training, Transportation, Meeting				2,175
62140	Membership, Subscription And Dues				0
62300	Contractual Services-Professional				0
	SUBTOTAL CONTRACTUAL	<u>0</u>	<u>0</u>	<u>0</u>	<u>5,450</u>
63001	Misc Office Expenses				20,440
	SUBTOTAL COMMODITIES	<u>0</u>	<u>0</u>	<u>0</u>	<u>20,440</u>
65000	Building Rental				0
65010	Rental City Equipment				3,010
65100	Insurance Charges				0
	SUBTOTAL FIXED CHARGES	<u>0</u>	<u>0</u>	<u>0</u>	<u>3,010</u>
66600	Books Records Video				8,335
	SUBTOTAL CAPITAL	<u>0</u>	<u>0</u>	<u>0</u>	<u>8,335</u>
	TOTAL	<u><u>0</u></u>	<u><u>0</u></u>	<u><u>0</u></u>	<u><u>300,980</u></u>
Class Code	AUTHORIZED PERSONNEL	ADOPTED FY 11-12		PROPOSED FY 12-13	
		Full Time	Part Time	Full Time	Part Time
5115	Principal Librarian			1.00	
5109	Senior Librarian			2.00	
9200	Library Clerk I				2.00
	TOTAL	<u>0.00</u>	<u>0.00</u>	<u>3.00</u>	<u>2.00</u>
<p>Note: This is a new accounting unit effective July 1, 2012.</p>					

GENERAL FUND

PARKS, RECREATION & COMMUNITY SERVICES		PROGRAM		
Library Technology and Support Services		0111190		
Statement of Purpose				
<p><i>To provide public access to electronic resources and print materials through efficient use of technological advances, training, processing, and lending procedures.</i></p> <p>Technology and Support Services maintains the electronic and technical resources of the library including the web site, 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.</p>				
Accomplishments in FY 10-11 & FY 11-12				
<ul style="list-style-type: none"> * Provided continuous training in the implementation of TLC 4.2 for all Technology and Support staff. * Implemented cross training for Technology and Support staff in Circulation functions. * Produced 5 videos for City Channel 3 website. * Increased the number of cardholders by promoting services to Santa Ana schools. * Implemented the e-mail notification of library services, programs, and special events. 				
Action Plan for FY 2012-13				
<ul style="list-style-type: none"> * Continue to implement cross training for Technology and Support staff. * Provide 3 series of computer workshops in various subjects such as Social Media, Microsoft Office, & Internet Searching. * Produced 30 videos for Channel 3 and website. * Continue to increase the number of library cardholders by promoting the agency's services to Santa Ana Schools. * Create and distribute 4 electronic newsletters to promote the agency's services, programs, and announcements. * Establish a Tech Information Desk to help Santa Ana residents with technology related needs. 				
PERFORMANCE MEASURES	Actual	Actual	Estimated	Objective
	FY 09-10	FY 10-11	FY 11-12	FY 12-13
Service Levels - Systemwide				
Number of items in system	330,473	306,165	325,798	330,000
Number of registered patrons	129,376	132,111	138,676	139,000
Number of library visits by patrons to fixed facilities	687,842	622,743	849,490	850,000
Number of print materials loaned	370,352	446,107	487,310	490,000
Number of audio recordings loaned	19,428	14,629	22,241	16,000
Number of video/DVD recordings loaned	49,473	50,482	40,216	52,000
Online Database Searches	10,740	11,245	18,609	18,600
Public computer usage: users/sessions	13,551/42,397	14,801/40,561	16,074/48,225	16,000/48,000
Online catalog searches	274,212	280,222	328,482	320,000
Number of new items added to collection	17,423	17,803	16,637	18,400
Number of visits to library website	726,209	750,200	823,900	830,000
Efficiency				
Overall library cost per loan	\$6.89	\$4.88	\$5.39	\$5.34
Effectiveness				
Achieve ratio 1:8 new books per capita	.20:8	.19:8	.23:8	.17:8
Achieve ratio of 2:1 total books per capita	.92:1	91:1	.99:1	1.01:1
Library card holders as % of Santa Ana residents (Goal is to reach 60%)	36%	39%	38%	42%

GENERAL FUND

PARKS, RECREATION & COMMUNITY SERVICES		ACCOUNT UNIT			
Library Technology and Support Services		0111190			
Object Code	LINE ITEM RESOURCES	ACTUAL FY 09-10	ACTUAL FY 10-11	ADOPTED FY 11-12	PROPOSED FY 12-13
61000	Salaries Regular	394,604	464,300	551,480	493,090
61020	Salaries Part-Time	238,406	274,810	269,765	269,765
61040	Salaries Overtime	0	0	0	0
61100	Retirement-Employer Contribution	26,956	26,354	57,205	41,170
61110	Part-Time Retirement	7,265	9,602	10,115	10,115
61120	Medicare Insurance	7,356	8,941	9,430	9,580
61130	Health Insurance	78,851	102,129	115,605	123,845
61170	Retiree Health Benefits	6,219	4,452	5,515	4,930
61180	Worker Compensation Insurance	4,130	5,689	7,350	7,040
	SUBTOTAL PERSONNEL	<u>763,788</u>	<u>896,278</u>	<u>1,026,465</u>	<u>959,535</u>
62010	Communications	10,672	12,217	5,625	5,625
62120	Training, Transportation, Meeting	0	582	550	2,150
62140	Membership, Subscription And Dues	0	75	0	0
62300	Contractual Services-Professional	70,349	79,200	90,000	131,665
	SUBTOTAL CONTRACTUAL	<u>81,021</u>	<u>92,075</u>	<u>96,175</u>	<u>139,440</u>
63000	Office Supplies	132	150	0	0
63001	Misc Office Expenses	14,531	26,371	34,670	33,070
	SUBTOTAL COMMODITIES	<u>14,663</u>	<u>26,520</u>	<u>34,670</u>	<u>33,070</u>
65000	Building Rental	12,175	0	0	0
65100	Insurance Charges	1,175	1,175	1,175	1,025
	SUBTOTAL FIXED CHARGES	<u>13,350</u>	<u>1,175</u>	<u>1,175</u>	<u>1,025</u>
66510	Computer Software	0	444	0	0
	SUBTOTAL CAPITAL	<u>0</u>	<u>444</u>	<u>0</u>	<u>0</u>
	TOTAL	<u><u>872,822</u></u>	<u><u>1,016,492</u></u>	<u><u>1,158,485</u></u>	<u><u>1,133,070</u></u>
**Previous data in account 0111170					
Class Code	AUTHORIZED PERSONNEL	ADOPTED FY 11-12		PROPOSED FY 12-13	
		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 I	1.00		1.00	
9770	Administrative Aide		1.00		1.00
9190	Library Assistant		1.00		1.00
9200	Library Clerk I		6.00		6.00
9210	Library Clerk II		0.00		1.00
8420	Tutor		0.00		1.00
9290	Library Page		8.00		8.00
	TOTAL	<u>9.00</u>	<u>16.00</u>	<u>9.00</u>	<u>18.00</u>
* Upon vacancy, position converts to Assistant Librarian					

GENERAL FUND

PARKS, RECREATION & COMMUNITY SERVICES
Administrative Services

PROGRAM
01113200

Statement of Purpose

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

SERVICE PROGRAM

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

GENERAL FUND

PARKS, RECREATION & COMMUNITY SERVICES		ACCOUNT UNIT			
Administrative Services		01113200			
Object Code	LINE ITEM RESOURCES	ACTUAL FY 09-10	ACTUAL FY 10-11	ADOPTED FY 11-12	PROPOSED FY 12-13
61000	Salaries Regular	1,165,871	926,447	834,380	806,430
61020	Salaries Part-Time	99,688	81,570	59,340	61,120
61040	Salaries Overtime	14,051	12,565	16,300	16,300
61100	Retirement-Employer Contribution	80,466	56,488	86,550	87,885
61110	Part-Time Retirement	2,693	2,288	2,225	2,290
61120	Medicare Insurance	15,108	11,569	8,195	8,095
61130	Health Insurance	138,019	111,026	100,975	100,605
61170	Retiree Health Benefits	9,182	8,591	12,495	9,465
61180	Worker Compensation Insurance	21,586	18,771	26,455	25,680
	SUBTOTAL PERSONNEL	<u>1,546,664</u>	<u>1,229,316</u>	<u>1,146,915</u>	<u>1,117,870</u>
62000	Utilities	151,879	835	0	0
62010	Communications	24,617	21,139	24,620	24,620
62120	Training, Transportation, Meeting	1,252	2,011	10,710	10,710
62140	Membership, Subscription And Dues	600	0	1,450	1,450
62251	Other Agency Services	36,701	40,520	0	0
62300	Contractual Services-Professional	274,663	240,577	405,335	285,605
62302	Contracted Vendor Personnel Services	2,823	1,550	2,700	2,700
62600	Parking Validation	11,738	13,451	4,590	4,590
62700	Auto Expense	5,000	6,000	6,000	6,000
	SUBTOTAL CONTRACTUAL	<u>509,273</u>	<u>326,083</u>	<u>455,405</u>	<u>335,675</u>
63000	Office Supplies	11	27	0	0
63001	Misc. Office Expenses	41,300	100,319	107,675	107,675
	SUBTOTAL COMMODITIES	<u>41,311</u>	<u>100,346</u>	<u>107,675</u>	<u>107,675</u>
65000	Building Rental	52,400	0	0	0
65010	Rental City Equipment	16,260	19,735	19,740	5,830
65100	Insurance Charges	66,550	66,500	66,500	57,935
65205	Interdepartmental Personnel Charges	5,217	732	40,880	40,880
	SUBTOTAL FIXED CHARGES	<u>140,427</u>	<u>86,967</u>	<u>127,120</u>	<u>104,645</u>
66220	Imp Other Than Bld	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>
67200	Principal - Capital Lease	29,807	29,807	29,805	29,810
	SUBTOTAL DEBT SERVICES	<u>29,807</u>	<u>29,807</u>	<u>29,805</u>	<u>29,810</u>
	TOTAL	<u>2,267,482</u>	<u>1,772,518</u>	<u>1,866,920</u>	<u>1,695,675</u>

Class Code	AUTHORIZED PERSONNEL	ADOPTED FY 11-12		PROPOSED FY 12-13	
		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	
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
9200	Library Clerk I		1.00		1.00
	TOTAL	<u>9.00</u>	<u>3.00</u>	<u>9.00</u>	<u>3.00</u>

GENERAL FUND

PARKS, RECREATION & COMMUNITY SERVICES		PROGRAM		
Community Affairs		01113205		
Statement of Purpose				
<i>To provide quality programs for all City residents in the areas of senior services, community events, volunteer opportunities, and corporate sponsorships, and to further the objective of joint use with the Santa Ana Unified School District.</i>				
Accomplishments in FY 10-11 & FY 11-12				
* See (01113230) Recreation				
Action Plan for FY 2012-13				
* See (01113230) Recreation				
PERFORMANCE MEASURES	Actual	Actual	Estimated	Objective
	FY 09-10	FY 10-11	FY 11-12	FY 12-13
<p>Service Level # of City sponsored community events</p> <p>Efficiency # of volunteers recruited</p> <p>Effectiveness Revenue from donations</p> <p>* Note: Effective FY 2009-10, this activity has been combined with (01113230) Recreation.</p>				

GENERAL FUND

PARKS, RECREATION & COMMUNITY SERVICES Community Affairs		ACCOUNT UNIT 01113205			
Object Code	LINE ITEM RESOURCES	ACTUAL FY 09-10	ACTUAL FY 10-11	ADOPTED FY 11-12	PROPOSED FY 12-13
61000	Salaries Regular	0	0	0	0
61020	Salaries Part-Time	1,514	0	0	0
61040	Salaries Overtime	261	0	0	0
61100	Retirement-Employer Contribution	0	0	0	0
61120	Medicare Insurance	25	0	0	0
61130	Health Insurance	0	0	0	0
61170	Retiree Health Benefits	0	0	0	0
61180	Worker Compensation Insurance	51	0	0	0
62302	Contracted Vendor Personnel Services	0	0	0	0
	SUBTOTAL PERSONNEL	1,851	0	0	0
62010	Communications	0	0	0	0
62120	Training, Transportation, Meeting	0	0	0	0
62140	Membership, Subscription And Dues	0	0	0	0
62300	Contractual Services-Professional	7,025	0	0	0
	SUBTOTAL CONTRACTUAL	7,025	0	0	0
63001	Misc Office Expenses	3,374	0	0	0
	SUBTOTAL COMMODITIES	3,374	0	0	0
65010	Equipment City Rental	0	0	0	0
	SUBTOTAL FIXED CHARGES	0	0	0	0
66510	Computer Software	0	0	0	0
	SUBTOTAL CAPITAL	0	0	0	0
	TOTAL	12,251	0	0	0
Class Code	AUTHORIZED PERSONNEL	ADOPTED FY 11-12		PROPOSED FY 12-13	
		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				
<p><i>To improve the quality of life for those who visit the Stadium by providing quality customer service in an atmosphere of continuous improvement and strong employee development.</i></p> <p><i>This program includes the operation and maintenance of structures, sports turf management, landscaping, and care of ancillary equipment.</i></p>				
Accomplishments in FY 10-11 & FY 11-12				
<ul style="list-style-type: none"> * Selected new concessionaire to service all events and provide daily lunch service * Revised landscape maintenance specification to save money and still provide a high level of service * Provided restroom and locker room custodial maintenance to all large events and daily reservations 				
Action Plan for FY 2012-13				
<ul style="list-style-type: none"> * 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 09-10	FY 10-11	FY 11-12	FY 12-13
Service Level				
# of Stadium reservations	349	365	360	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 09-10	ACTUAL FY 10-11	ADOPTED FY 11-12	PROPOSED FY 12-13
61000	Salaries Regular	886	0	0	0
61020	Salaries Part-Time	52,139	54,574	16,355	16,850
61040	Salaries Overtime	2,236	1,528	0	0
61100	Retirement-Employer Contribution	0	0	0	0
61110	Part-Time Retirement	1,565	2,047	615	630
61120	Medicare Insurance	758	797	240	245
61130	Health Insurance	0	0	0	0
61180	Worker Compensation Insurance	7,178	7,540	2,240	2,310
	SUBTOTAL PERSONNEL	<u>64,763</u>	<u>66,486</u>	<u>19,450</u>	<u>20,035</u>
62000	Utilities	65,879	57,461	61,430	62,800
62010	Communications	2,629	1,716	2,700	2,700
62300	Contractual Services-Professional	8,626	848	0	0
62320	M & R Bldgs & Ground	0	21,282	9,775	9,775
	SUBTOTAL CONTRACTUAL	<u>77,135</u>	<u>81,307</u>	<u>73,905</u>	<u>75,275</u>
63001	Misc Office Expenses	13,734	2,794	0	0
63200	OP M&S Buildings & Grounds		9,423	7,205	7,205
	SUBTOTAL COMMODITIES	<u>13,734</u>	<u>12,218</u>	<u>7,205</u>	<u>7,205</u>
65010	Rental City Equipment	2,200	15,910	13,010	6,480
65100	Insurance Charges	16,830	16,830	16,830	14,660
	SUBTOTAL FIXED CHARGES	<u>19,030</u>	<u>32,740</u>	<u>29,840</u>	<u>21,140</u>
	TOTAL	<u><u>174,662</u></u>	<u><u>192,751</u></u>	<u><u>130,400</u></u>	<u><u>123,655</u></u>
Class Code	AUTHORIZED PERSONNEL	ADOPTED FY 11-12		PROPOSED FY 11-12	
		Full Time	Part Time	Full Time	Part Time
9260	Senior Maintenance Worker		0.00		1.00
9300	Park Maintenance Assistant		3.00		3.00
	TOTAL	<u>0.00</u>	<u>3.00</u>	<u>0.00</u>	<u>4.00</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 10-11 & FY 11-12				
<ul style="list-style-type: none"> * 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) * Added a new public walkway for easier access along Monkey Row * Designed new small animal quarantine facility * Renovated one monkey exhibit and a snake exhibit 				
Action Plan for FY 2012-13				
<ul style="list-style-type: none"> * Regrade the Family Farm to correct drainage issues * Design a new small cat exhibit * Build the small animal quarantine facility * Remodel the interior and exterior of the Zoo concession building * Complete replacement and renovation of Zoo walkways 				
PERFORMANCE MEASURES	Actual	Actual	Estimated	Objective
	FY 09-10	FY 10-11	FY 11-12	FY 12-13
Service Level				
# of special events	8	6	6	6
# of outreach programs	137	124	80	90
# of on-site programs	436	181	160	160
Total education programs	573	311	240	250
Effectiveness				
Attendance	250,168	254,450	260,000	260,000
Outreach program participation	5,881	4,766	2,400	2,400
On-site program participation	37,285	11,719	18,000	16,000
City volunteer hours	5,587	4,399	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 09-10	ACTUAL FY 10-11	ADOPTED FY 11-12	PROPOSED FY 12-13
61000	Salaries Regular	567,664	481,333	595,225	544,135
61020	Salaries Part-Time	338,037	300,011	240,975	248,205
61040	Salaries Overtime	26,397	7,945	3,270	3,270
61100	Retirement-Employer Contribution	42,842	32,675	61,745	49,535
61110	Part-Time Retirement	8,884	9,331	9,040	9,310
61120	Medicare Insurance	12,439	10,448	11,225	11,490
61130	Health Insurance	85,899	99,959	106,035	139,610
61170	Retiree Health Benefits	7,320	3,786	3,800	4,340
61180	Worker Compensation Insurance	84,538	73,192	87,445	83,965
	SUBTOTAL PERSONNEL	1,174,019	1,018,680	1,118,760	1,093,860
62000	Utilities	110,545	94,815	88,460	113,675
62010	Communications	11,045	10,846	11,790	11,790
62120	Training, Transportation, Meeting	16	14	1,200	1,200
62140	Membership, Subscription and Dues	8,912	8,227	9,000	9,000
62251	Other Agency Services	203	448	0	0
62300	Contractual Services-Professional	127,448	155,334	119,995	255,310
	SUBTOTAL CONTRACTUAL	258,169	269,684	230,445	390,975
63001	Misc Office Expenses	56,524	57,748	63,630	63,630
63100	Uniforms & Tools	721	0	0	0
63400	Animal Food & Supplies	63,657	66,792	82,770	82,770
	SUBTOTAL COMMODITIES	120,902	124,540	146,400	146,400
65010	Rental City Equipment	27,415	32,715	32,725	21,445
65100	Insurance Charges	56,815	56,815	56,815	49,500
	SUBTOTAL FIXED CHARGES	84,230	89,530	89,540	70,945
	TOTAL	1,637,320	1,502,434	1,585,145	1,702,180

Class Code	AUTHORIZED PERSONNEL	ADOPTED FY 11-12		PROPOSED FY 12-13	
		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		7.00		6.00
9010	Animal Keeper II		1.00		0.00
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		6.00		5.00
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	25.00	10.00	22.00

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 10-11 & FY 11-12				
<ul style="list-style-type: none"> * Increased the number of leisure classes advertised in the Leisure Class Brochure and the City's web site by approximately 150 in the areas of visual and performing arts, fitness, and habitat restoration and conservation. * Improved the process for Leisure Class registrations and refunds resulting in clarification of policies and procedures and more user friendly registration. * Decreased the use of satellite facilities offering leisure classes by bringing similar classes to City recreation facilities, resulting in increased leisure class revenue of approximately \$100,000 over the annual projections. * Successfully assumed the responsibility for the production of the Downtown Cinco de Mayo and Fiestas Patrias events, including the street fairs, parade, and film festival. * Teamed up with the Vietnamese American Pharmacy Student Association to conduct a health fair at the center offering free health services to the community surrounding Salgado Center. * Collaborated with Te Kenjutsu-Kan Karate Program to co-sponsor the Adlawan Cup Food Drive Karate Tournament at Salgado Center to help raise money and collect food donations for the WISEplace women's shelter, a non-profit located in Santa Ana. * Expanded the Nature Center teen program to include off-site field labs and naturalist training. * Worked closely with the non-profit organization Back to Natives who developed a native plant nursery at Santiago Park that will result in increased native plant presence at the park. 				
Action Plan for FY 2012-13				
<ul style="list-style-type: none"> * Increase the level of teen participation at recreation facilities. * Continue to increase the number and variety of leisure classes at all recreation facilities. * 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. * Develop a self-sustaining summer aquatics program in order to continue to provide swim lessons, swim teams, and recreation swim through partnership agreements. 				
PERFORMANCE MEASURES	Actual	Actual	Estimated	Objective
	FY 09-10	FY 10-11	FY 11-12	FY 12-13
Service Level				
* Total youth served in summer programs	43,155	50,209		
* Total family members served in Project PRIDE	945	1,010		
* Total youth served in Leisure Classes	9,500	9,900		
New performance measures for FY 2011-12				
* Number of Soccer Field Reservations			6,183	5,436
* Number of Ball Diamond Reservations			3,398	4,344
* Number of Leisure Class Sessions			576	400
* Number of Leisure Class Participants			7,838	15,000

GENERAL FUND

PARKS, RECREATION & COMMUNITY SERVICES		ACCOUNT UNIT			
Recreation		01113230			
Object Code	LINE ITEM RESOURCES	ACTUAL FY 09-10	ACTUAL FY 10-11	ADOPTED FY 11-12	PROPOSED FY 12-13
61000	Salaries Regular	1,024,129	853,444	908,335	845,360
61020	Salaries Part-Time	1,194,184	1,148,591	1,381,990	1,423,450
61040	Salaries Overtime	3,157	2,501	4,905	7,405
61100	Retirement-Employer Contribution	97,470	77,759	94,220	75,915
61110	Part-Time Retirement	22,027	33,649	51,825	53,380
61120	Medicare Insurance	26,161	25,266	30,785	30,600
61130	Health Insurance	179,517	146,850	158,555	167,545
61170	Retiree Health Benefits	14,004	8,751	10,185	7,020
61180	Worker Compensation Insurance	66,791	69,411	67,790	67,160
	SUBTOTAL PERSONNEL	<u>2,627,442</u>	<u>2,366,224</u>	<u>2,708,590</u>	<u>2,677,835</u>
62010	Communications	86,385	94,020	83,005	83,005
62120	Training, Transportation, Meeting	0	436	2,485	485
62140	Membership, Subscription and Dues	64	210	645	145
62300	Contractual Services-Professional	412,886	317,095	257,790	257,790
62301	Contracted Services-Construction	496	50	0	0
62302	Contracted Vendor Personnel Services	370	605	625	625
62322	M&R Machinery & Equipment	32	0	0	0
	SUBTOTAL CONTRACTUAL	<u>500,233</u>	<u>412,416</u>	<u>344,550</u>	<u>342,050</u>
63001	Mics Office Expenses	164,446	196,647	253,105	253,105
	SUBTOTAL COMMODITIES	<u>164,446</u>	<u>196,647</u>	<u>253,105</u>	<u>253,105</u>
65010	Rental City Equipment	65,170	121,095	91,920	53,690
65100	Insurance Charges	154,925	154,925	154,925	134,970
	SUBTOTAL FIXED CHARGES	<u>220,095</u>	<u>276,020</u>	<u>246,845</u>	<u>188,660</u>
	TOTAL	<u><u>3,512,216</u></u>	<u><u>3,251,306</u></u>	<u><u>3,553,090</u></u>	<u><u>3,461,650</u></u>
Class Code	AUTHORIZED PERSONNEL	ADOPTED FY 11-12		PROPOSED FY 12-13	
		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		1.00		1.00
9060	Clerical Aide		2.00		2.00
9100	Community Center Aide		13.00		13.00
9690	Computer Technician		1.00		1.00
9230	Maintenance Aide II		18.00		19.00
8160	Program Coordinator		14.00		14.00
9350	Program Leader I		2.00		8.00
9360	Program Leader II		40.00		41.00
8100	Senior Administrative Intern		1.00		1.00
9070	Senior Clerical Aide		13.00		14.00
9400	Senior Program Leader		18.00		13.00
9430	Special Events Leader I		3.00		3.00
9440	Special Events Leader II		1.00		1.00
	TOTAL	<u><u>11.00</u></u>	<u><u>127.00</u></u>	<u><u>11.00</u></u>	<u><u>131.00</u></u>

GENERAL FUND

PARKS, RECREATION & COMMUNITY SERVICES		PROGRAM		
Park Ranger Program		01113240		
Statement of Purpose				
<i>To continually improve the level of safety at parks by proactively communicating with park customers and continuously enforcing park rules.</i>				
Accomplishments in FY 10-11 & FY 11-12				
<ul style="list-style-type: none"> Conducted a full day of training with Park Rangers, Community Services Supervisors and key part time staff to improve * strategies for response to problems out in the field and to clarify expectations and develop a strong sense of teamwork * Re-inventoried keys to recreation facilities to provide access to all Park Ranger for improved emergency response * Rearranged schedules of Nightman and Park Rangers in order to maintain adequate coverage of night duties in response to staff shortages resulting from furlough program * Developed a Policies and Procedures Training Manual for the Park Rangers and Facility Attendants to formalize and clarify expectations of Park Rangers * Improved and standardized the End of Watch reporting system to ensure proper reporting and follow up resulting in more effective communication and response between staff out in the field and Park Rangers 				
Action Plan for FY 2012-13				
<ul style="list-style-type: none"> Improve the process for enforcement of rules and regulations with the high schools that use the stadium during football * season in order to maintain order, to protect the synthetic turf and to ensure the safety and well being of players and spectators * Continue to provide training for full time and part time staff together with the Park Rangers in order to ensure quality customer service 				
PERFORMANCE MEASURES	Actual	Actual	Estimated	Objective
	FY 09-10	FY 10-11	FY 11-12	FY 12-13
Service Level				
# of patrol service hours provided per year	13,320	11,400	9,600	8,640
Efficiency				
# of calls for service responded to	1,650	1,485	1,320	1,190
Effectiveness				
# of warnings issued	2,130	1,920	1,700	1,530
# of citations issued	950	840	760	690
# of arrests	110	100	85	78
# of field interviews conducted	540	485	430	395
# of citizen assists	1,375	1,220	1,100	1,000
# of police and fire assists	150	135	125	112
# of reservation checks	10,410	9,370	8,328	7,780

GENERAL FUND

PARKS, RECREATION & COMMUNITY SERVICES		ACCOUNT UNIT			
Park Ranger Program		01113240			
Object Code	LINE ITEM RESOURCES	ACTUAL FY 09-10	ACTUAL FY 10-11	ADOPTED FY 11-12	PROPOSED FY 12-13
61000	Salaries Regular	6,389	5,320	32,010	30,770
61020	Salaries Part-Time	537,176	555,531	594,960	612,810
61040	Salaries Overtime	1,929	2,551	0	4,000
61100	Retirement-Employer Contribution	1,896	2,134	3,320	2,570
61110	Part-Time Retirement	16,075	20,207	22,310	22,980
61120	Medicare Insurance	7,597	8,092	9,090	9,330
61130	Health Insurance	0	0	17,455	18,290
61170	Retiree Health Benefits	0	0	320	310
61180	Worker Compensation Insurance	37,859	45,333	53,180	54,470
	SUBTOTAL PERSONNEL	<u>608,921</u>	<u>639,169</u>	<u>732,645</u>	<u>755,530</u>
62010	Communications	11,708	10,338	8,990	8,990
62120	Training, Transportation, Meeting	0	0	1,000	0
62300	Contractual Services-Professional	19,781	15,824	21,970	99,505
	SUBTOTAL CONTRACTUAL	<u>31,489</u>	<u>26,163</u>	<u>31,960</u>	<u>108,495</u>
63001	Misc Office Expenses	5,940	3,187	12,770	12,770
	SUBTOTAL COMMODITIES	<u>5,940</u>	<u>3,187</u>	<u>12,770</u>	<u>12,770</u>
65010	Rental City Equipment	69,970	84,390	88,730	8,195
	SUBTOTAL FIXED CHARGES	<u>69,970</u>	<u>84,390</u>	<u>88,730</u>	<u>8,195</u>
	TOTAL	<u><u>716,320</u></u>	<u><u>752,908</u></u>	<u><u>866,105</u></u>	<u><u>884,990</u></u>
Class Code	AUTHORIZED PERSONNEL	ADOPTED FY 11-12		PROPOSED FY 12-13	
		Full Time	Part Time	Full Time	Part Time
4860	Park Maintenance Aide	1.00		1.00	
9100	Community Center Aide		0.00		2.00
9300	Park Maintenance Assistant		19.00		17.00
7475	PT Supervising Park Ranger		3.00		3.00
3615	PT Park Ranger		7.00		6.00
	TOTAL	<u>1.00</u>	<u>29.00</u>	<u>1.00</u>	<u>28.00</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 section maintains 40 parks and special facilities, landscaped bikeways, an herb garden, and the City's corporate yard landscaping. The section 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 10-11 & FY 11-12				
<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 2012-13				
<ul style="list-style-type: none"> * Continue to perform a wide variety and volume of deferred maintenance repairs using both inhouse and outside maintenance contactors. * Landscape-Grounds Agreement –Continue overseeing landscape-grounds maintenance agreement in Districts 1-4, District A, and 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 09-10	FY 10-11	FY 11-12	FY 12-13
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		01113250			
Object Code	LINE ITEM RESOURCES	ACTUAL FY 09-10	ACTUAL FY 10-11	ADOPTED FY 11-12	PROPOSED FY 12-13
61000	Salaries Regular	782,373	661,960	614,740	546,755
61020	Salaries Part-Time	374,855	263,243	219,070	225,645
61040	Salaries Overtime	31,815	54,678	3,675	3,675
61100	Retirement-Employer Contribution	53,940	32,887	63,770	45,650
61110	Part-Time Retirement	10,818	9,056	8,215	8,460
61120	Medicare Insurance	13,039	12,902	8,100	9,055
61130	Health Insurance	116,341	110,864	110,305	116,845
61170	Retiree Health Benefits	10,355	5,778	6,145	5,470
61180	Worker Compensation Insurance	139,604	107,872	103,435	96,100
	SUBTOTAL PERSONNEL	1,533,141	1,259,241	1,137,455	1,057,655
62000	Utilities	605,048	697,143	769,350	1,459,730
62010	Communications	32,712	30,586	21,790	21,790
62120	Training, Transportation, Meeting	947	955	1,000	1,000
62140	Membership, Subscription And Dues	330	0	0	0
62251	Other Agency Services	37,656	41,350	0	0
62300	Contractual Services-Professional	1,832,280	91,298	0	0
62320	M & R Bldgs & Ground	5,336	2,134,322	2,046,380	1,911,065
62322	M & R Machinery & Equipment	2,152	0	0	0
62600	Parking Validation	646	3,564	0	0
	SUBTOTAL CONTRACTUAL	2,517,105	2,999,218	2,838,520	3,393,585
63001	Mics Office Expenses	173,292	26,580	0	0
63200	OP M&S Buildings & Grounds	7,328	160,026	139,135	139,135
	SUBTOTAL COMMODITIES	180,619	186,606	139,135	139,135
65010	Rental City Equipment	217,890	251,735	224,615	208,080
65020	City Yard Rental	92,295	92,295	92,295	92,295
65100	Insurance Charges	236,105	236,105	236,105	205,695
	SUBTOTAL FIXED CHARGES	546,290	580,135	553,015	506,070
66510	Computer Software	0	0	0	0
	SUBTOTAL CAPITAL	0	0	0	0
67200	Principal - Capital Lease	51,079	51,079	51,100	51,080
	SUBTOTAL DEBT SERVICES	51,079	51,079	51,100	51,080
	TOTAL	4,828,234	5,076,279	4,719,225	5,147,525

Class Code	AUTHORIZED PERSONNEL	ADOPTED FY 11-12		PROPOSED FY 12-13	
		Full Time	Part Time	Full Time	Part Time
1010	General Maintenance Supervisor	0.00		1.00	
4180	General Maintenance Worker	5.00		5.00	
6330	Senior Park Maintenance Supervisor	1.00		1.00	
4105	Park Maintenance Inspector I	2.00		1.00	
4106	Park Maintenance Inspector II	1.00		2.00	
4190	General Maintenance Leader (PT)		1.00		1.00
9230	Maintenance Aide II		1.00		1.00
9300	Park Maintenance Assistant		17.00		12.00
9260	Senior Maintenance Worker		4.00		2.00
	TOTAL	9.00	23.00	10.00	16.00

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 libraries and 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 section 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 10-11 & FY 11-12				
<p>* Partnered with Finance and Management Services, Building Maintenance Division to maintain quality recreational facilities for the community.</p>				
Action Plan for FY 2012-13				
<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 09-10	FY 10-11	FY 11-12	FY 12-13
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 09-10	ACTUAL FY 10-11	ADOPTED FY 11-12	PROPOSED FY 12-13
61040	Salaries Overtime	673	0	0	0
	SUBTOTAL PERSONNEL	<u>673</u>	<u>0</u>	<u>0</u>	<u>0</u>
62300	Contractual Services-Professional	23,275	5,326	0	0
62320	M & R Bldgs & Ground	0	67,397	117,645	117,645
	SUBTOTAL CONTRACTUAL	<u>23,275</u>	<u>72,723</u>	<u>117,645</u>	<u>117,645</u>
63001	Mics Office Expenses	1,302	337	0	0
63200	OP M&S Buildings & Grounds	0	54	5,150	5,150
	SUBTOTAL COMMODITIES	<u>1,302</u>	<u>392</u>	<u>5,150</u>	<u>5,150</u>
65000	Building Rental	272,748	583,550	583,550	583,550
	SUBTOTAL FIXED CHARGES	<u>272,748</u>	<u>583,550</u>	<u>583,550</u>	<u>583,550</u>
	TOTAL	<u><u>297,997</u></u>	<u><u>656,665</u></u>	<u><u>706,345</u></u>	<u><u>706,345</u></u>
Class Code	AUTHORIZED PERSONNEL	ADOPTED FY 11-12		PROPOSED FY 12-13	
		Full Time	Part Time	Full Time	Part Time
	TOTAL	<u><u>0.00</u></u>	<u><u>0.00</u></u>	<u><u>0.00</u></u>	<u><u>0.00</u></u>

**GENERAL FUND
DEPARTMENT RESOURCE SUMMARY**

POLICE DEPARTMENT

ACTIVITIES	ACTUAL FY 09-10	ACTUAL FY 10-11	ADOPTED FY 11-12	PROPOSED FY 12-13	
1114400 Office of the Chief of Police	777,869	715,343	897,790	851,220	
1114401 Fiscal & Budget	553,581	493,166	482,645	565,260	
1114402 Human Resources	1,322,161	1,161,147	1,319,095	1,432,930	
1114403 Building & Facility	3,170,927	3,218,112	3,373,305	3,206,450	
1114405 Traffic	8,474,747	7,614,245	8,316,060	7,867,820	
1114410 Training Services	1,992,598	1,612,788	1,739,775	1,533,270	
1114415 Professional Standards	1,139,450	987,714	1,038,675	949,080	
1114420 Field Operations	38,396,197	35,475,016	35,323,300	35,232,920	
1114425 Information Services	1,519,866	1,510,377	1,169,935	1,065,175	
1114430 Animal Services	1,554,276	1,403,421	1,077,965	1,091,610	
1114435 District Investigations	6,636,443	6,578,513	7,210,630	6,716,730	
1114440 Crimes Against Persons	6,902,952	6,646,708	7,427,670	6,506,835	
1114445 Special Investigations	5,012,108	5,368,734	5,351,290	5,645,025	
1114450 Property & Evidence	1,728,982	1,592,731	1,998,710	1,985,525	
1114455 Forensic Services	2,225,722	2,319,646	2,362,605	2,229,075	
1114460 Records Services	2,282,683	1,731,458	1,932,495	1,970,900	
1114465 Communications	4,232,102	3,983,707	4,715,905	4,639,475	
1114470 Vice	730,612	596,415	1,037,710	828,040	
1114475 Jail Operations	15,593,250	14,505,858	16,019,895	15,472,210	
1114480 Regional Narcotic Suppression Program	1,169,471	900,614	1,118,275	966,400	
1114485 Homeland Security & Crime Prevention	702,656	425,101	485,910	425,115	
1114490 Tobacco Retail License Program	110,672	87,887	200,000	184,420	
TOTAL	<u>106,229,326</u>	<u>98,928,698</u>	<u>104,594,640</u>	<u>101,365,485</u>	
OPERATING EXPENSE	ACTUAL FY 09-10	ACTUAL FY 10-11	ADOPTED FY 11-12	PROPOSED FY 12-13	
61000 Personnel	86,619,454	80,487,116	85,352,365	82,797,100	
62000 Contractual	10,278,699	9,390,443	9,806,450	9,701,450	
63000 Commodities	1,225,970	1,136,540	1,544,875	1,544,875	
65000 Fixed Charges	7,804,543	7,748,140	7,777,890	7,209,000	
66000 Capital	238,945	103,810	0	0	
67000 Debt Service	61,714	61,714	113,060	113,060	
69000 Miscellaneous	0	934	0	0	
TOTAL	<u>106,229,326</u>	<u>98,928,698</u>	<u>104,594,640</u>	<u>101,365,485</u>	
Class Code	AUTHORIZED PERSONNEL	ADOPTED FY 11-12		PROPOSED FY 12-13	
		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		15.75	
3300	Police Sergeant	50.00		52.00	
3200	Police Officer	317.50		317.50	
3230	Jail Administrator	1.00		1.00	
	Police Administrative Manager	0.00		2.90	
	Police Systems & Communications Manager	0.00		1.00	
3370	Police Communications Manager	1.00		0.00	
6190	Police Property & Facilities Manager	1.00		0.00	
3860	Police Records Manager	1.00		0.00	
1970	Correctional Manager	2.00		0.00	
2939	Principal Management Analyst	0.90		0.00	
2930	Police Systems Manager	1.00		0.00	
	Police Systems Support Analyst	0.00		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	

**GENERAL FUND
DEPARTMENT RESOURCE SUMMARY**

POLICE DEPARTMENT

Class Code	AUTHORIZED PERSONNEL	ADOPTED FY 11-12		PROPOSED FY 12-13	
		Full Time	Part Time	Full Time	Part Time
1050	Security Electronics Technician	1.00		1.00	
790	Police Investigative Specialist	9.00		9.00	
3800	Police Services Officer	7.00		7.00	
801	Police Evidence & Supply Supervisor	2.00		2.00	
799	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	
6320	Video Technician	1.00		1.00	
6180	Police Communications Supervisor	4.00		4.00	
3680	Police Services Dispatcher	31.00		30.00	
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	
370	Correctional Supervisor	11.90		11.90	
310	Correctional Officer	84.00		84.00	
7628	Lead Correctional Records Specialist	4.00		4.00	
7650	Senior Correctional Records Specialist	9.00		9.00	
990	Senior Systems Administrator	1.00		1.00	
1060	Systems Technician - WNT	1.00		1.00	
20	Micro Systems Technician	1.00		1.00	
5330	PAAL Assistant Director	1.00		1.00	
860	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 Services Officer II	1.00		1.00	
3920	Animal Services Officer I	2.00		2.00	
7280	Senior Accounting Assistant	1.00		1.00	
	Accounting Assistant	0.00		3.00	
140	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 Services Specialist	1.00		1.00	
7330	Senior Office Assistant	12.00		12.50	
7360	Senior Office Specialist	1.00		1.00	
3820	Rangemaster	1.00		1.00	
1620	Deputy City Attorney II	0.50		0.50	
	TOTAL GENERAL FUND	649.55	0.00	653.05	0.00
	SPECIAL REVENUE				
3200	Police Officer - Civic Center	8.00		8.00	
7330	Senior Office Assistant	2.00		1.50	
7629	Correctional Supervisor	1.10		1.10	
	Police Administrative Manager	0.00		0.10	
151	Principal Management Analyst	0.10		0.00	
	TOTAL SPECIAL REVENUE FUND	11.20	0.00	10.70	0.00
	TOTAL NON-GRANT POSITIONS	660.75	0.00	663.75	0.00
	GRANT FUNDED POSITIONS				
3350	Police Lieutenant	1.25		0.25	
3400	Police Sergeant	4.00		2.00	
3200	Police Officer - PAAL & UASI & CDBG	3.50		3.50	
151	Principal Management Analyst	1.00		0.00	
1200	Management Analyst	1.00		0.00	
	TOTAL GRANT FUNDED POSITIONS	10.75	0.00	5.75	0.00
	TOTAL ALL FUNDING SOURCES	671.50	0.00	669.50	0.00

GENERAL FUND

POLICE DEPARTMENT

PROGRAM

Office of the Chief of Police

01114400

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.

General Fund

POLICE DEPARTMENT		ACCOUNTING UNIT			
Office of the Chief		01114400			
Object Code	LINE ITEM RESOURCES	ACTUAL FY 09-10	ACTUAL FY 10-11	ADOPTED FY 11-12	PROPOSED FY 12-13
61000	Salaries Regular	455,562	408,839	467,630	474,285
61020	Salaries Part-time	25	0	15,605	11,000
61040	Salaries Overtime	5,101	0	51,365	0
61100	Retirement - Employer Contribution	85,132	78,113	108,735	102,685
61110	Part-Time Retirement	0	0	585	400
61120	Medicare Insurance	4,746	4,125	6,640	7,030
61130	Health Insurance	44,838	43,597	47,505	53,495
61170	Retiree Health Insurance	1,896	2,749	6,110	6,465
61180	Workers Compensation Insurance	35,578	32,591	32,715	34,960
	SUBTOTAL PERSONNEL	<u>632,878</u>	<u>570,014</u>	<u>736,890</u>	<u>690,320</u>
62120	Training, Transportation, Meeting	13,021	10,004	16,470	16,470
62140	Memberships, Subscriptions, and Dues	4,184	2,212	6,500	6,500
62300	Contract Services - Professional	90,725	97,844	85,430	85,430
62600	Parking Validations	18,470	14,119	12,500	12,500
	SUBTOTAL CONTRACTUAL	<u>126,400</u>	<u>124,178</u>	<u>120,900</u>	<u>120,900</u>
63001	Miscellaneous Office Expenses	18,591	21,150	40,000	40,000
	SUBTOTAL COMMODITIES	<u>18,591</u>	<u>21,150</u>	<u>40,000</u>	<u>40,000</u>
	TOTAL EXPENDITURES	<u><u>777,869</u></u>	<u><u>715,343</u></u>	<u><u>897,790</u></u>	<u><u>851,220</u></u>

Class Code	AUTHORIZED PERSONNEL	ADOPTED FY 11-12		PROPOSED FY 12-13	
		Full Time	Part Time	Full Time	Part Time
3390	Police Chief	1.00		1.00	
3300	Police Sergeant	1.00		1.00	
140	Secretary to the Police Chief	1.00		1.00	
1007	Police Cadet		1.00		1.00
	TOTAL	<u>3.00</u>	<u>1.00</u>	<u>3.00</u>	<u>1.00</u>

GENERAL FUND

POLICE DEPARTMENT

PROGRAM

Fiscal & Budget Office

01114401

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

- * Coordinate all purchase and service requests from department personnel.
- * Monitor annual purchase orders for renewals and track expenditure limits.

Accounts Payable

- * Process vendor payments weekly using Direct Payment Vouchers.
- * Process Direct Payment Vouchers and Petty Cash Vouchers for reimbursements to employees.
- * Disburse and reconcile petty cash.
- * Research purchases and vendor payments.

Accounts Receivable

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

Travel

- * Process all travel requests, including extraditions, witness interviews, and background investigations.
- * Reconcile all travel requests.

Payroll

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

Grants & Administration

- * Monitor grants for compliance, expirations and available balance.
- * Process Appropriation Adjustments to transfer funds as necessary.

General Fund

POLICE DEPARTMENT		ACCOUNTING UNIT			
Fiscal & Budget		01114401			
Account Code	LINE ITEM RESOURCES	ACTUAL FY 09-10	ACTUAL FY 10-11	ADOPTED FY 11-12	PROPOSED FY 12-13
61000	Salaries Regular	429,756	337,697	362,150	371,700
61020	Salaries Part-time	374	32,356	0	50,550
61040	Salaries Overtime	11,069	27,160	2,000	20,000
61100	Retirement - Employer Contribution	29,021	22,254	40,200	35,795
61110	Part-Time Retirement	0	94	0	3,380
61120	Medicare Insurance	5,284	4,650	6,370	6,125
61130	Health Insurance	65,547	57,795	55,950	63,090
61170	Retiree Health Insurance	5,442	3,014	4,040	2,445
61180	Workers Compensation Insurance	4,602	4,142	4,150	4,390
	SUBTOTAL PERSONNEL	<u>551,095</u>	<u>489,162</u>	<u>474,860</u>	<u>557,475</u>
62120	Training, Transportation, Meeting	10	11	665	665
62300	Contract Services - Professional	641	20	0	0
	SUBTOTAL CONTRACTUAL	<u>651</u>	<u>31</u>	<u>665</u>	<u>665</u>
63001	Miscellaneous Office Expenses	1,835	3,972	7,120	7,120
	SUBTOTAL COMMODITIES	<u>1,835</u>	<u>3,972</u>	<u>7,120</u>	<u>7,120</u>
	TOTAL EXPENDITURES	<u><u>553,581</u></u>	<u><u>493,166</u></u>	<u><u>482,645</u></u>	<u><u>565,260</u></u>

Class Code	AUTHORIZED PERSONNEL	ADOPTED FY 11-12		PROPOSED FY 12-13	
		Full Time	Part Time	Full Time	Part Time
151	Principal Management Analyst	0.65		0.00	
	Police Administrative Manager	0.00		0.65	
6295	Police Fiscal Services Supervisor	1.00		1.00	
3200	Police Officer*	2.00		0.00	
7280	Senior Accounting Assistant	1.00		1.00	
	Accounting Assistant	0.00		3.00	
1007	Senior Clerical Aide		1.00		1.00
	TOTAL	<u>4.65</u>	<u>1.00</u>	<u>5.65</u>	<u>1.00</u>

GENERAL FUND

POLICE DEPARTMENT	PROGRAM
Human Resources	01114402

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>
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Accomplishments in FY 2011-2012	<ul style="list-style-type: none"> * Hired 16 Police Cadets. * Completed Corporal's Testing process. * Initiated Police Commander Testing Process. * Hired 6 part-time clerical employees. * Hired 4 Police Officers.
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Action Plan for FY 2012-2013	<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 Recruit testing process. * Research alternatives for the current promotability component for supervisor and management testing.
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PERFORMANCE MEASURES	Actual	Actual	Estimated	Objective
	FY 09-10	FY 10-11	FY 11-12	FY 12-13
Service Level				
# of applicants tested	350	212	400	300
# of applicants sworn	341	150	300	250
# of applicants civilian	9	62	100	50
# of backgrounds completed	155	48	120	125
# of recruitment events attended	10	15	5	6
Efficiency				
# of hours to complete a background investigation (average of actual time)	40	40	40	40
Effectiveness				
# of sworn positions filled	98%	100%	100%	100%
# of civilian positions filled	100%	100%	100%	100%

General Fund

POLICE DEPARTMENT		ACCOUNTING UNIT			
Human Resources		01114402			
Account Code	LINE ITEM RESOURCES	ACTUAL FY 09-10	ACTUAL FY 10-11	ADOPTED FY 11-12	PROPOSED FY 12-13
61000	Salaries Regular	825,816	737,834	762,530	864,105
61020	Salaries Part-time	71,152	92,351	36,195	64,200
61040	Salaries Overtime	19,802	1,968	45,350	0
61100	Retirement - Employer Contribution	147,132	121,492	156,890	152,465
61110	Part-Time Retirement	630	1,123	2,590	5,135
61120	Medicare Insurance	11,084	8,780	12,190	13,440
61130	Health Insurance	95,837	85,549	97,500	132,145
61170	Retiree Health Insurance	7,854	5,683	7,875	9,075
61180	Workers Compensation Insurance	64,008	45,777	45,415	47,745
	SUBTOTAL PERSONNEL	<u>1,243,315</u>	<u>1,100,557</u>	<u>1,166,535</u>	<u>1,288,310</u>
62120	Training, Transportation, Meeting	4,572	3,047	15,000	15,000
62122	Travel for Investigation	10	0	5,000	5,000
62140	Membership, Subscription, Dues	5,727	4,522	8,500	8,500
62200	Advertising	0	0	2,400	2,400
62300	Contract Services - Professional	38,821	19,959	75,000	75,000
	SUBTOTAL CONTRACTUAL	<u>49,130</u>	<u>27,528</u>	<u>105,900</u>	<u>105,900</u>
63001	Miscellaneous Office Expenses	3,056	6,401	20,000	20,000
	SUBTOTAL COMMODITIES	<u>3,056</u>	<u>6,401</u>	<u>20,000</u>	<u>20,000</u>
65010	Rental City Equipment	26,660	26,660	26,660	18,720
	SUBTOTAL FIXED CHARGES	<u>26,660</u>	<u>26,660</u>	<u>26,660</u>	<u>18,720</u>
	TOTAL EXPENDITURES	<u><u>1,322,161</u></u>	<u><u>1,161,147</u></u>	<u><u>1,319,095</u></u>	<u><u>1,432,930</u></u>

Class Code	AUTHORIZED PERSONNEL	ADOPTED FY 11-12		PROPOSED FY 12-13	
		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	
370	Correctional Supervisor	1.00		1.00	
7210	Police Personnel Service Specialist	1.00		1.00	
3800	Police Service Officer	0.00		2.00	
7330	Senior Office Assistant	1.00		1.00	
1008	Clerk Typist		1.00		0.00
	TOTAL	<u>7.00</u>	<u>1.00</u>	<u>9.00</u>	<u>0.00</u>
	(1) Sergeant Unfunded	<u><u>7.00</u></u>	<u><u>1.00</u></u>	<u><u>9.00</u></u>	<u><u>0.00</u></u>

GENERAL FUND

POLICE DEPARTMENT	PROGRAM
Building & Facility	01114403

Statement of Purpose

To provide necessary services to properly maintain the 500,000 sq. ft. Police Building in a professional manner.

Accomplishments in FY 2011-2012

- * Replace 2 UPS (Uninterruptible Power Supplies) in the Jail.
- * Air handler rebuild.
- * Complete preventative maintenance of HVAC variable speed drives.
- * Carpet on both staircases replaced.
- * Drives for cooling tower fan & range air handler replaced.
- * Complete preventative maintenance of generator control cubicles.
- * Re-haul ovens in Jail kitchen.

Action Plan for FY 2012-2013

- * Paint needed areas with the Jail.
- * Replace fire panel system in the Police Facility and Jail.
- * Continue to weather strip windows and repair new leaks in Police facility and Jail.
- * Boiler rebuilt (2).
- * Roof repairs and maintenance.
- * New Liebert 15 ton HVAC Unit for computer room.
- * UPS batteries replaced in computer room 2.
- * Repair hot water electronics shut off valves in the Jail.
- * Replace dryers in the Jail.
- * 5 year electrical testing.

PERFORMANCE MEASURES	Actual	Actual	Estimated	Objective
	FY 09-10	FY 10-11	FY 11-12	FY 12-13
Service Level				
#of building maintenance orders generated	2,287	2035	2000	2000
# of telecommunications work orders generated	91	139	75	100
Efficiency				
% of building maintenance work orders completed within 72 hours	64%	65%	66%	66%
% of initial work orders electronically filled within 24 hours by Property & Facilities staff	90%	91%	91%	91%
Effectiveness				
% of outsourced work orders	6%	5%	4%	4%

General Fund

POLICE DEPARTMENT		ACCOUNTING UNIT			
Building & Facility		01114403			
Account Code	LINE ITEM RESOURCES	ACTUAL FY 09-10	ACTUAL FY 10-11	ADOPTED FY 11-12	PROPOSED FY 12-13
62000	Utilities	783,897	714,821	800,900	800,900
62010	Communication	713,323	779,702	700,000	595,000
62120	Training, Transportation, Meeting	6	0	0	0
62300	Contract Services - Professional	914,066	995,795	1,199,475	1,199,475
62320	M&R Buildings & Grounds	863	0	0	0
62322	M&R Machinery & Equipment	654	0	0	0
	SUBTOTAL CONTRACTUAL	<u>2,412,809</u>	<u>2,490,318</u>	<u>2,700,375</u>	<u>2,595,375</u>
63001	Miscellaneous Office Expenses	58,359	58,893	110,000	110,000
63200	Operating M&S Bldgs/Grounds	2,376	0	0	0
63202	Operating M&S Equipment	2,484	2,157	0	0
	SUBTOTAL COMMODITIES	<u>63,220</u>	<u>61,049</u>	<u>110,000</u>	<u>110,000</u>
65000	Building Rental	601,220	501,220	501,220	439,365
	SUBTOTAL FIXED CHARGES	<u>601,220</u>	<u>501,220</u>	<u>501,220</u>	<u>439,365</u>
66400	Machinery & Equipment	31,963	103,810	0	0
	SUBTOTAL CAPITAL	<u>31,963</u>	<u>103,810</u>	<u>0</u>	<u>0</u>
67200	Principal - Capital Lease	61,714	61,714	61,710	61,710
	SUBTOTAL DEBT SERVICE	<u>61,714</u>	<u>61,714</u>	<u>61,710</u>	<u>61,710</u>
	TOTAL EXPENDITURES	<u><u>3,170,927</u></u>	<u><u>3,218,112</u></u>	<u><u>3,373,305</u></u>	<u><u>3,206,450</u></u>

GENERAL FUND

POLICE DEPARTMENT	PROGRAM
Traffic	01114405

Statement of Purpose

To ensure the safe and efficient flow of vehicles and pedestrian traffic through an integrated program of education and enforcement

- Accomplishments in FY 2011-2012**
- * Completed the grant objectives for OTS DUI grant.
 - * Worked with Orange County agencies to fulfill the MOU obligations for the OTS AVOID DUI program.
 - * Obtained and completed the OTS Click It or Ticket grant.
 - * Continued working with MADD and CSP to enhance educational programs and opportunities to minimize DUIs.
 - * Continued to utilize the Mobile DUI trailer for education and training at numerous events targeting the City's youth.
 - * Continued the Nighttime Parking Enforcement Program to enhance the quality of life for our residents.
 - * Worked with the community to formulate and implement a new policy related to unlicensed drivers.
 - * Facilitated the training of 10 officers in Standardized FSTs, 3 officers for DRE and 10 officer in ARIDE.
 - * Successfully investigated and prosecuted several major and fatal traffic collision cases.
 - * Reduced the number of fatal traffic collisions throughout the City.

- Action Plan for FY 2012-2013**
- * 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.
 - * Continue aggressive enforcement of DUI offenders through the use of checkpoints and saturation points.
 - * Continue the Bicycle Safety Training Program at 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 DUI trailer to update the aging technology.

PERFORMANCE MEASURES	Actual	Actual	Estimated	Objective
	FY 09-10	FY 10-11	FY 11-12	FY 12-13
Service Level				
# of reported collisions	3,984	4,018	3,966	3,900
# of reported hit & run collisions	1,324	1,242	1,083	1,000
# of traffic violations	26,465	13,341	13,544	15,000
# of DUI arrests	1,089	963	942	1,100
# of parking violations issued	112,865	85,340	71,725	75,000
Efficiency				
% change in number of reported collisions*	9% increase	1% increase	1% decrease	2% decrease
# of collisions involving DUI arrests	295	296	320	300
* Percentages are approximate				

General Fund

POLICE DEPARTMENT		ACCOUNTING UNIT			
Traffic		01114405			
Account Code	LINE ITEM RESOURCES	ACTUAL FY 09-10	ACTUAL FY 10-11	ADOPTED FY 11-12	PROPOSED FY 12-13
61000	Salaries Regular	3,769,996	3,700,337	3,955,580	3,836,580
61020	Salaries Part-time	82,426	71,992	39,530	59,860
61040	Salaries Overtime	190,172	(5,141)	135,100	10,000
61100	Retirement - Employer Contribution	700,167	705,336	871,210	713,820
61110	Part-Time Retirement	316	408	420	3,480
61120	Medicare Insurance	49,858	46,002	54,185	56,500
61130	Health Insurance	538,060	540,583	545,945	636,620
61170	Retiree Health Insurance	29,979	3,670	30,085	31,350
61180	Workers Compensation Insurance	318,392	305,311	264,070	273,450
	SUBTOTAL PERSONNEL	<u>5,679,366</u>	<u>5,368,497</u>	<u>5,896,125</u>	<u>5,621,660</u>
62120	Training, Transportation, Meeting	3,874	4,995	13,000	13,000
62140	Membership, Subscription, Dues	100	0	500	500
62300	Contract Services - Professional	2,231,976	1,761,566	1,947,200	1,947,200
62322	M&R Machinery & Equipment	667	61	0	0
62600	Parking Validations	7,665	3,182	3,000	3,000
	SUBTOTAL CONTRACTUAL	<u>2,244,282</u>	<u>1,769,802</u>	<u>1,963,700</u>	<u>1,963,700</u>
63001	Miscellaneous Office Expenses	37,246	39,805	40,000	40,000
	SUBTOTAL COMMODITIES	<u>37,246</u>	<u>39,805</u>	<u>40,000</u>	<u>40,000</u>
65010	Rental City Equipment	513,853	436,140	416,235	242,460
	SUBTOTAL FIXED CHARGES	<u>513,853</u>	<u>436,140</u>	<u>416,235</u>	<u>242,460</u>
	TOTAL EXPENDITURES	<u><u>8,474,747</u></u>	<u><u>7,614,245</u></u>	<u><u>8,316,060</u></u>	<u><u>7,867,820</u></u>

Class Code	AUTHORIZED PERSONNEL	ADOPTED FY 11-12		PROPOSED FY 12-13	
		Full Time	Part Time	Full Time	Part Time
3350	Police Lieutenant	1.00		1.00	
3400	Police Sergeant	3.00		3.00	
3200	Police Officer	25.00		25.00	
790	Police Investigative Specialist	1.00		1.00	
860	Traffic Services Specialist	1.00		1.00	
1270	Senior Parking Control Officer	2.00		2.00	
3900	Parking Control Officer*	4.00		4.00	
3800	Police Service Officer	0.00		1.00	
7330	Senior Office Assistant	3.50		4.00	
1010	Mail Clerk		1.00		0.00
	TOTAL	<u>40.50</u>	<u>1.00</u>	<u>42.00</u>	<u>0.00</u>
	(2) Parking Control Off. Unfunded				
	(2) Police Officers Unfunded				

GENERAL FUND

POLICE DEPARTMENT	PROGRAM
Training	01114410

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>
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Accomplishments in FY 2011-2012	<ul style="list-style-type: none"> * Hosted the majority of UASI classes for public safety officers throughout Orange County. * Secured UASI funding and upgraded all video and audio equipment to facilitate quality presentations. * Remodeled and upgraded the range to provide quality training and ensure contract agency renewal. * Secured state funding to continue the Santa Ana Police Athletic and Activity League (SAPAAL). * Reformatted our mandatory POST training requirement to help reduce the impact on patrol staffing levels.
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Action Plan for FY 2012-2013	<ul style="list-style-type: none"> * Continue our relationship with UASI to remain the primary provider of county-wide training. * Secure additional grant funding for the SAPAAL. * Further develop our auxiliary instructor staff to meet the training demands of the department. * Create a computer system to more efficiently capture and disseminate training information to employees. * Research, plan and prepare how to utilize the new training center located in Centennial Park.
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PERFORMANCE MEASURES	Actual	Actual	Estimated	Objective
	FY 09-10	FY 10-11	FY 11-12	FY 12-13
Service Level				
# of onsite POST training hrs - SAPD	7,096	8580	9050	9000
# of onsite POST training hrs - Outside	3,458	4784	3,500	7000
# of SAPD employees attending	511	596	550	500
# of outside agency employees attending	262	311	800	1000
# of onsite STC training hrs - Jail	3,291	6401	5500	5000
# of onsite Jail employees attending	189	530	300	350
# of video productions produced	15	15	15	15
# of non-POST training hrs - all personnel	2,990	6198	9000	10000
Effectiveness				
% POST compliance rate	100%	100%	100%	100%
% STC compliance rate	100%	100%	100%	100%

General Fund

POLICE DEPARTMENT		ACCOUNTING UNIT			
Training		01114410			
Account Code	LINE ITEM RESOURCES	ACTUAL FY 09-10	ACTUAL FY 10-11	ADOPTED FY 11-12	PROPOSED FY 12-13
61000	Salaries Regular	1,044,919	918,031	926,205	781,580
61020	Salaries Part-time	15,290	28,050	11,240	47,350
61040	Salaries Overtime	2,216	476	20,800	0
61100	Retirement - Employer Contribution	164,139	144,853	176,355	126,635
61110	Part-Time Retirement	288	1,287	1,605	1,775
61120	Medicare Insurance	12,086	12,542	13,195	12,020
61130	Health Insurance	138,241	131,926	104,130	101,595
61170	Retiree Health Insurance	8,631	2,585	7,460	6,885
61180	Workers Compensation Insurance	81,127	77,006	65,150	58,840
	SUBTOTAL PERSONNEL	1,466,937	1,316,757	1,326,140	1,136,680
62010	Communications	40	0	0	0
62120	Training, Transportation, Meeting	38,952	23,918	26,350	26,350
62130	Tuition Reimbursement	20,436	15,924	34,500	34,500
62140	Membership, Subscription, Dues	2,315	895	1,200	1,200
62300	Contract Services - Professional	170,490	63,706	50,100	50,100
62322	M&R Machinery & Equipment	2,302	0	0	0
62600	Parking Validations	0	5,130	5,500	5,500
	SUBTOTAL CONTRACTUAL	234,495	109,573	117,650	117,650
63001	Miscellaneous Office Expenses	246,291	143,433	201,610	201,610
	SUBTOTAL COMMODITIES	246,291	143,433	201,610	201,610
65010	Rental City Equipment	44,875	43,025	43,025	25,980
	SUBTOTAL FIXED CHARGES	44,875	43,025	43,025	25,980
67200	Principal - Capital Lease	0	0	51,350	51,350
	SUBTOTAL DEBT SERVICE	0	0	51,350	51,350
	TOTAL EXPENDITURES	1,992,598	1,612,788	1,739,775	1,533,270

Class Code	AUTHORIZED PERSONNEL	ADOPTED FY 11-12		PROPOSED FY 12-13	
		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	3.00		2.00	
3820	Rangemaster	1.00		1.00	
370	Correctional Supervisor	1.00		1.00	
5330	PAAL Assistant Director	1.00		1.00	
6320	Video Technician	1.00		1.00	
	TOTAL	10.00	0.00	9.00	0.00
	(1) Sergeant Unfunded PAAL Asst Dir charged to CDBG				

GENERAL FUND

POLICE DEPARTMENT	PROGRAM
Professional Standards	01114415

Statement of Purpose	<p><i>A Professional Standards Division committed to the preservation of organizational integrity, community confidence, individual responsibility and professional development.</i></p>
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Accomplishments in FY 2011-2012	<ul style="list-style-type: none"> * Conducted Narcotics Audit. * Conducted Money Audit. * Trained new Sergeants on conducting IA investigations. * Identified training issues from use of force investigations.
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Action Plan for FY 2012-2013	<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.
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PERFORMANCE MEASURES	Actual	Actual	Estimated	Objective
	FY 09-10	FY 10-11	FY 11-12	FY 12-13
Service Level				
% of IA investigations completed in 90 days	70%	65%	70%	70%
# of audits	5	2	2	3
# of supervisors trained	35	10	7	10
# of Pitchess Motions	60	72	75	80
# of Civil Claims	53	41	35	45

General Fund

POLICE DEPARTMENT		ACCOUNTING UNIT			
Field Support		01114415			
Account Code	LINE ITEM RESOURCES	ACTUAL FY 09-10	ACTUAL FY 10-11	ADOPTED FY 11-12	PROPOSED FY 12-13
61000	Salaries Regular	754,905	685,358	667,340	640,020
61020	Salaries Part-time	33,222	33,216	35,000	11,000
61040	Salaries Overtime	41,640	(1,693)	19,950	0
61100	Retirement - Employer Contribution	131,786	116,052	144,435	120,860
61110	Part-Time Retirement	1,024	1,246	1,295	1,295
61120	Medicare Insurance	10,216	8,679	9,535	9,735
61130	Health Insurance	78,368	81,266	82,890	89,585
61170	Retiree Health Insurance	5,434	1,238	5,350	5,020
61180	Workers Compensation Insurance	59,204	51,724	44,355	45,745
	SUBTOTAL PERSONNEL	<u>1,115,799</u>	<u>977,085</u>	<u>1,010,150</u>	<u>923,260</u>
62120	Training, Transportation, Meeting	1,319	1,851	6,260	6,260
62140	Membership, subscription, Dues	100	0	2,000	2,000
62300	Contract Services - Professional	4,517	802	4,000	4,000
	SUBTOTAL CONTRACTUAL	<u>5,936</u>	<u>2,654</u>	<u>12,260</u>	<u>12,260</u>
63001	Miscellaneous Office Expenses	2,580	1,388	9,900	9,900
63100	Uniforms & Tools	325	221	0	0
	SUBTOTAL COMMODITIES	<u>2,905</u>	<u>1,609</u>	<u>9,900</u>	<u>9,900</u>
65010	Rental City Equipment	14,810	6,365	6,365	3,660
	SUBTOTAL FIXED CHARGES	<u>14,810</u>	<u>6,365</u>	<u>6,365</u>	<u>3,660</u>
	TOTAL EXPENDITURES	<u><u>1,139,450</u></u>	<u><u>987,714</u></u>	<u><u>1,038,675</u></u>	<u><u>949,080</u></u>

Class Code	AUTHORIZED PERSONNEL	ADOPTED FY 11-12		PROPOSED FY 12-13	
		Full Time	Part Time	Full Time	Part Time
3400	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	
1007	Senior Clerical Aide		2.00		1.00
1008	Clerk Typist		1.00		0.00
	TOTAL	<u>6.50</u>	<u>3.00</u>	<u>6.50</u>	<u>1.00</u>
	(1) Sergeant Unfunded				

GENERAL FUND

POLICE DEPARTMENT	PROGRAM			
Field Operations	01114420			
Statement of Purpose				
<i>To provide effective police services to the community using a community-oriented policing approach.</i>				
Accomplishments in FY 2011-2012				
<ul style="list-style-type: none"> * Implemented electronic community complaint tracking system. * Implemented integrated electronic log entry tracking system. * Completed Response Phase of the Bishop Manor POP Project. * Further integrated community outreach efforts through social media. * Provide succession/career development training to commanders through advanced leadership courses. 				
Action Plan for FY 2012-2013				
<ul style="list-style-type: none"> * Implement enhanced technology to encourage community engagement. * Seek grant funding to continue offering community oriented training courses to reduce crime. * Complete Response Phase of the Evergreen/Cedar POP Project. * Complete Roll Call Room Technology Upgrades and enhance Crime Analysis use in the field. * Provide ongoing training on relevant topics to roll calls. 				
PERFORMANCE MEASURES	Actual FY 09-10	Actual FY 10-11	Estimated FY 11-12	Objective FY 12-13
Service Level				
# of calls for services	186,922	121,967	140,000	140,000
# of arrests	13,908	14,262	15,000	18,000
Efficiency				
% of emergency call for service responded to in under 9 minutes	59%	61%	70%	80%
Effectiveness				
# of patrol officer hours saved by use of K-9	3,500	3,500	35,000	35,000
% of felony cases filed	94%	93%	95%	95%

General Fund

POLICE DEPARTMENT Field Operations		ACCOUNTING UNIT 01114420			
Account Code	LINE ITEM RESOURCES	ACTUAL FY 09-10	ACTUAL FY 10-11	ADOPTED FY 11-12	PROPOSED FY 12-13
61000	Salaries Regular	20,724,829	19,585,854	18,754,095	19,320,025
61010	Salaries Retirement	765,594	888,180	650,000	650,000
61020	Salaries Part-time	54,781	29,702	59,040	63,010
61040	Salaries Overtime	1,527,041	41,877	733,975	10,000
61100	Retirement - Employer Contribution	4,144,537	3,985,323	4,445,120	3,977,820
61110	Part-Time Retirement	869	1,114	1,245	2,365
61120	Medicare Insurance	272,300	251,695	251,350	281,055
61130	Health Insurance	2,785,603	2,656,843	2,445,215	2,945,310
61170	Retiree Health Insurance	170,822	(2,928)	134,820	149,945
61180	Workers Compensation Insurance	1,813,863	1,654,872	1,386,780	1,565,700
	SUBTOTAL PERSONNEL	<u>32,260,239</u>	<u>29,092,533</u>	<u>28,861,640</u>	<u>28,965,230</u>
62000	Utilities	3,484	3,182	4,000	4,000
62010	Communications	9,232	9,747	6,780	6,780
62120	Training, Transportation, Meeting	34,073	29,673	40,050	40,050
62140	Membership, Subscription, Dues	1,157	315	1,200	1,200
62300	Contract Services - Professional	250,580	218,464	287,680	287,680
62600	Parking Validations	4,060	0	1,200	1,200
	SUBTOTAL CONTRACTUAL	<u>302,586</u>	<u>261,381</u>	<u>340,910</u>	<u>340,910</u>
63001	Miscellaneous Office Expenses	25,426	20,351	20,000	20,000
	SUBTOTAL COMMODITIES	<u>25,426</u>	<u>20,351</u>	<u>20,000</u>	<u>20,000</u>
65010	Rental City Equipment	1,439,745	1,732,950	1,732,950	2,100,600
65100	Insurance Charges	4,360,660	4,360,660	4,360,660	3,799,040
65000	Building Rental	7,140	7,140	7,140	7,140
	SUBTOTAL FIXED CHARGES	<u>5,807,545</u>	<u>6,100,750</u>	<u>6,100,750</u>	<u>5,906,780</u>
66400	Machinery & Equipment	401	0	0	0
	SUBTOTAL CAPITAL	<u>401</u>	<u>0</u>	<u>0</u>	<u>0</u>
	TOTAL EXPENDITURES	<u><u>38,396,197</u></u>	<u><u>35,475,016</u></u>	<u><u>35,323,300</u></u>	<u><u>35,232,920</u></u>

Class Code	AUTHORIZED PERSONNEL	ADOPTED FY 11-12		PROPOSED FY 12-13	
		Full Time	Part Time	Full Time	Part Time
3360	Police Captain	1.00		1.00	
3350	Police Lieutenant	6.75		6.75	
3400	Police Sergeant	25.00		27.00	
3200	Police Officer	190.00		193.00	
3990	Crime Analyst	1.00		1.00	
3800	Police Service Officer	5.00		2.00	
7330	Senior Office Assistant	1.00		1.00	
1008	Clerk Typist		1.00		0.00
	TOTAL	<u>229.75</u>	<u>1.00</u>	<u>231.75</u>	<u>0.00</u>
	(2) Lt Unfunded				
	(1) Sergeant Unfunded				
	(46) Police Officers Unfunded				
	(3) PSOs moved to Traffic & HR				

GENERAL FUND

POLICE DEPARTMENT	PROGRAM
Information Systems	01114425

Statement of Purpose

To provide information systems support service to department employees.

Accomplishments in FY 2011-2012

- * Continued to enhance department communication using collaborative Wiki technology.
- * Completed Functional Law Library Computer System for the Jail.
- * Complete enhancement of network connectivity between the Police Department and the City.
- * Continue migration to Windows 7 and Office 2010.

Action Plan for FY 2012-2013

- * Upgrade Mobile Data Computers for Patrol Units.
- * Install Integrated Software Solution.
- * Seek Grant Funds for Future Technology Enhancements.
- * Implement a document management solution in Internal Affairs.

PERFORMANCE MEASURES	Actual	Actual	Estimated	Objective
	FY 09-10	FY 10-11	FY 11-12	FY 12-13
Service Level % of 24 hour computer services & support	94%	95%	99%	99%
Efficiency % of time information system was available	99%	97%	99%	99%
% of time technical support provided	100%	100%	100%	100%

General Fund

POLICE DEPARTMENT		ACCOUNTING UNIT			
Information Services		01114425			
Account Code	LINE ITEM RESOURCES	ACTUAL FY 09-10	ACTUAL FY 10-11	ADOPTED FY 11-12	PROPOSED FY 12-13
61000	Salaries Regular	733,494	813,679	470,055	406,880
61020	Salaries Part-time	6,787	0	0	0
61040	Salaries Overtime	571	4,052	30,675	5,000
61100	Retirement - Employer Contribution	80,930	86,829	65,355	47,980
61110	Part-Time Retirement	254	0	0	0
61120	Medicare Insurance	5,005	5,748	6,415	5,900
61130	Health Insurance	90,685	108,990	57,060	69,810
61170	Retiree Health Insurance	7,126	5,637	3,900	3,570
61180	Workers Compensation Insurance	25,514	28,722	13,930	13,545
	SUBTOTAL PERSONNEL	950,366	1,053,656	647,390	552,685
62120	Training, Transportation, Meeting	4,025	214	4,910	4,910
62140	Membership, subscription, Dues	0	0	1,000	1,000
62300	Contract Services - Professional	519,982	428,709	478,020	478,020
62322	M&R Machinery & Equipment	5,673	0	0	0
	SUBTOTAL CONTRACTUAL	529,680	428,923	483,930	483,930
63001	Miscellaneous Office Expenses	8,325	3,883	14,700	14,700
	SUBTOTAL COMMODITIES	8,325	3,883	14,700	14,700
65010	Rental City Equipment	28,500	23,915	23,915	13,860
	SUBTOTAL FIXED CHARGES	28,500	23,915	23,915	13,860
66510	Computer Software	2,995	0	0	0
	SUBTOTAL CAPITAL	2,995	0	0	0
	TOTAL EXPENDITURES	1,519,866	1,510,377	1,169,935	1,065,175

Class Code	AUTHORIZED PERSONNEL	ADOPTED FY 11-12		PROPOSED FY 12-13	
		Full Time	Part Time	Full Time	Part Time
3350	Police Lieutenant	0.00		1.00	
3400	Police Sergeant	2.00		2.00	
3200	Police Officer	2.00		2.00	
2930	Police Systems Manager	1.00		0.00	
	Police Systems Support Analyst	0.00		1.00	
	Police Systems & Communications Manager	0.00		0.50	
990	Senior Systems Administrator	1.00		1.00	
1060	Systems Technician - WNT	1.00		1.00	
20	Micro Systems Technician	1.00		1.00	
	TOTAL	8.00	0.00	9.50	0.00
	(1) Lieutenant Unfunded				
	(2) Sergeant Unfunded				
	(1) Police Officer Unfunded				

GENERAL FUND

POLICE DEPARTMENT		PROGRAM		
Animal Services		01114430		
Statement of Purpose				
<p><i>To ensure the public safety, promote the health and welfare of animals, and provide for a safe and healthy environment for people and their pets through educational outreach and law enforcement.</i></p>				
Accomplishments in FY 2011-2012				
<ul style="list-style-type: none"> * Amended Chapter 5 of SAMC - vicious dogs. * Amended Chapter 5 of SAMC - dogs locked in vehicles. * Amended Chapter 5 of SAMC - maintenance and care of dogs. * Attended 5 HOA educational meetings. * Assisted with 10 search warrants. 				
Action Plan for FY 2012-2013				
<ul style="list-style-type: none"> * Increase delinquent dog license compliance through coordinated effort with County Animal Services. * Continue to monitor/update Chapter 5 of SAMC. * Continue the Pet Amigos Program. * Continue yearly pet store inspections. * Continue cross training, roll call training and search warrant assists. * Continue community outreach thru HOA meetings and other City sponsored events. * Use available resources and programs to facilitate low cost spay/neuter. 				
PERFORMANCE MEASURES	Actual	Actual	Estimated	Objective
	FY 09-10	FY 10-11	FY 11-12	FY 12-13
Service Level				
# of service calls handled	8,100	9,570	9,000	9,500
# of enforcement actions taken	538	504	650	700
# of animal impounds	3,446	4,639	4,800	4,900
# of animals adopted/rescued	1,829	2,507	2,000	2,800
# of educational presentations given	40	5	10	5
# of spay/neuter events held	4	1	5	0
# of telephone calls handled	9,524	9,697	9,600	9,600
# of spay and neuter referrals		576	600	600

General Fund

POLICE DEPARTMENT		ACCOUNTING UNIT			
Animal Services		01114430			
Account Code	LINE ITEM RESOURCES	ACTUAL FY 09-10	ACTUAL FY 10-11	ADOPTED FY 11-12	PROPOSED FY 12-13
61000	Salaries Regular	266,661	268,739	290,925	275,480
61020	Salaries Part-time	107,135	66,998	4,415	25,865
61040	Salaries Overtime	7,589	0	4,055	10,000
61100	Retirement - Employer Contribution	17,963	16,665	32,135	22,885
61110	Part-Time Retirement	2,503	2,204	2,060	970
61120	Medicare Insurance	5,500	4,848	4,760	4,370
61130	Health Insurance	49,371	52,042	53,130	60,615
61170	Retiree Health Insurance	2,299	475	2,175	2,180
61180	Workers Compensation Insurance	34,163	32,671	32,655	32,780
	SUBTOTAL PERSONNEL	<u>493,184</u>	<u>444,642</u>	<u>426,310</u>	<u>435,145</u>
62120	Training, Transportation, Meeting	173	188	600	600
62140	Membership, subscription, Dues	150	150	200	200
62300	Contract Services - Professional	1,006,253	903,115	591,670	591,670
	SUBTOTAL CONTRACTUAL	<u>1,006,576</u>	<u>903,453</u>	<u>592,470</u>	<u>592,470</u>
63001	Miscellaneous Office Expenses	4,606	5,416	9,275	9,275
	SUBTOTAL COMMODITIES	<u>4,606</u>	<u>5,416</u>	<u>9,275</u>	<u>9,275</u>
65010	Rental City Equipment	49,910	49,910	49,910	54,720
	SUBTOTAL FIXED CHARGES	<u>49,910</u>	<u>49,910</u>	<u>49,910</u>	<u>54,720</u>
	TOTAL EXPENDITURES	<u><u>1,554,276</u></u>	<u><u>1,403,421</u></u>	<u><u>1,077,965</u></u>	<u><u>1,091,610</u></u>

Class Code	AUTHORIZED PERSONNEL	ADOPTED FY 11-12		PROPOSED FY 12-13	
		Full Time	Part Time	Full Time	Part Time
3930	Animal Services Officer II	1.00		1.00	
3920	Animal Services Officer I	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

POLICE DEPARTMENT	PROGRAM			
District Investigations	01114435			
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>District Investigations Division is responsible for the investigation of all robberies, burglaries, vehicle thefts, assaults, and thefts. The Division also is responsible for investigating all Family Crimes related investigations which includes rapes, sexual assaults and domestic violence. In additions, the Division coordinates court appearances, prosecution of criminals, reviews crime repors, and crime analysis functions.</p>				
Accomplishments in FY 2011-2012				
<ul style="list-style-type: none"> *The Robbery and Auto Theft Units targeted Parolee and Probationers for searches and compliance checks. *The Robbery Unit quickly addressed emerging crime trends. * Completed 12 Sex Registrant Verification Programs * Completed 17 Domestic Violence Arrest Team Operations * Collaborated with the OCDA's office and developed a Domestic Violence training video for patrol *Maintained a proactive approach to recycling and pawn companies 				
Action Plan for FY 2012-2013				
<ul style="list-style-type: none"> * Addressing auto thefts by implementing use of updated technology * Ensure recycling compliance regulations * Integrate Crime Analysis with Robbery investigators * Provide ID Theft and Mortgage fraud prevention and investigation training * 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 FY 09-10	Actual FY 10-11	Estimated FY 11-12	Objective FY 12-13
Service Level				
# of cases presented to DA by Prosecution Unit	8,884	7348	7,500	7400
# of business/community meetings	6	6	5	10
# of community awareness presentations	6	7	10	10
Efficiency				
# of cases refused by the DA Office	645	585	650	600
# of Special Enforcement operations	20	24	35	30
Avg. monthly arrest by Detectives	6	5.04	6	5.50
Effectiveness				
% rate of criminal charges	93%	92%	97%	97%
# of arrests by Detectives during Special Enforcement Operations	25	59	35	40

General Fund

POLICE DEPARTMENT		ACCOUNTING UNIT			
District Investigations		01114435			
Account Code	LINE ITEM RESOURCES	ACTUAL FY 09-10	ACTUAL FY 10-11	ADOPTED FY 11-12	PROPOSED FY 12-13
61000	Salaries Regular	4,469,072	4,441,194	4,829,260	4,415,695
61020	Salaries Part-time	89,609	108,161	79,240	175,375
61040	Salaries Overtime	105,175	87	90,720	27,350
61100	Retirement - Employer Contribution	796,178	838,587	1,033,770	826,690
61110	Part-Time Retirement	2,271	2,661	3,705	8,755
61120	Medicare Insurance	57,747	57,571	65,880	66,575
61130	Health Insurance	608,079	618,742	627,685	721,135
61170	Retiree Health Insurance	34,915	5,854	35,180	35,320
61180	Workers Compensation Insurance	318,816	327,413	307,715	310,935
	SUBTOTAL PERSONNEL	6,481,862	6,400,270	7,073,155	6,587,830
62010	Communications	0	171	0	0
62120	Training, Transportation, Meeting	924	3,013	3,000	3,000
62122	Travel for Investigation	7,692	8,504	4,000	4,000
62140	Membership, Subscription, Dues	450	580	500	500
62300	Contract Services - Professional	36,177	59,032	23,700	23,700
62322	M&R Machinery & Equipment	120	0	0	0
62600	Parking Validations	2,605	400	0	0
	SUBTOTAL CONTRACTUAL	47,968	71,701	31,200	31,200
63001	Miscellaneous Office Expenses	17,758	20,267	20,000	20,000
	SUBTOTAL COMMODITIES	17,758	20,267	20,000	20,000
65010	Rental City Equipment	88,855	86,275	86,275	77,700
	SUBTOTAL FIXED CHARGES	88,855	86,275	86,275	77,700
	TOTAL EXPENDITURES	6,636,443	6,578,513	7,210,630	6,716,730

Class Code	AUTHORIZED PERSONNEL	ADOPTED FY 11-12		PROPOSED FY 12-13	
		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	2.00		2.00	
790	Police Investigative Specialist	5.00		5.00	
7270	Secretary	1.00		1.00	
7330	Senior Office Assistant	3.00		3.00	
	TOTAL	42.00	0.00	42.00	0.00
	(1) Police Officer Unfunded				

GENERAL FUND

POLICE DEPARTMENT	PROGRAM
Crimes Against Persons	01114440

Statement of Purpose
<p><i>The CAP Division is dedicated to building partnerships and working in collaboration with internal and external resources to protect the community through the effective investigation of crimes, apprehension of criminals, and assistance to crime victims and their families.</i></p> <p>The Crimes Against Persons Division investigates homicides, felonious assaults, gang crimes, officer involved shootings, jail assaults, suicides, gang crimes, kidnapping, human trafficking, hate crimes as well as threats and weapons related violations.</p>

Accomplishments in FY 2011-2012
<ul style="list-style-type: none"> * Conduct follow-up investigations on cold case homicides with DNA hits. * Solved 4 Cold Case gang homicides and arrested 14 suspects. * Work with the Santa Ana Crime Lab/Evidence Section to reduce the backlog of gun cases. * 76 Firearms seized by Suppression Team. * 100 Gang Expertise cases of gang background and testimony. * STOP II Team received the Chief's Award for outstanding performance. * Project Safe Neighborhoods grant in the Santa Nita neighborhood. * PAAL Safety Zone grant. * STOP II supervisor selected as Sergeant of the Year.

Action Plan for FY 2012-2013
<ul style="list-style-type: none"> * Conduct follow up investigations on a least 5 cold case homicides with DNA hits from OCSD. * Review and revamp the TARGET list to more effectively and efficiently track active and violent gang members. * Increase the number of GRS participants by promoting the program to Field Operations Bureau. * Utilize the latest technology to combat graffiti-related crimes. * Conduct a minimum of 15 probation searches each month on individuals for graffiti vandalism. * Continue our partnership with Side-by-Side International Church for the First AME Church.

PERFORMANCE MEASURES	Actual	Actual	Estimated	Objective
	FY 09-10	FY 10-11	FY 11-12	FY 12-13
Service Level				
# of cases assigned	2,100	627	2,800	1,000
# of arrests	300	582	450	550
Efficiency				
% of investigations begun within 5 days	90%	90%	90%	90%
% of victims contacted within 10 days of case assignment	93%	95%	94%	95%
Effectiveness				
% of arrest to complaints	91%	95%	91%	95%

General Fund

POLICE DEPARTMENT		ACCOUNTING UNIT			
Crimes Against Persons		01114440			
Account Code	LINE ITEM RESOURCES	ACTUAL FY 09-10	ACTUAL FY 10-11	ADOPTED FY 11-12	PROPOSED FY 12-13
61000	Salaries Regular	4,321,698	4,422,058	4,752,835	4,208,885
61020	Salaries Part-time	69,520	30,186	33,290	34,900
61040	Salaries Overtime	307,286	29,185	171,245	36,460
61100	Retirement - Employer Contribution	857,003	895,619	1,093,850	866,275
61110	Part-Time Retirement	2,044	1,132	2,350	1,310
61120	Medicare Insurance	51,492	54,087	62,905	61,535
61130	Health Insurance	534,560	563,851	586,535	627,670
61170	Retiree Health Insurance	33,248	4,492	33,965	33,510
61180	Workers Compensation Insurance	387,212	399,067	342,510	337,130
	SUBTOTAL PERSONNEL	6,564,063	6,399,677	7,079,485	6,207,675
62120	Training, Transportation, Meeting	7,031	4,138	3,000	3,000
62122	Travel for Investigation	4,984	6,290	10,000	10,000
62140	Membership, Subscription, Dues	670	2,445	500	500
62300	Contract Services - Professional	58,921	36,762	104,000	104,000
62600	Parking Validations	2,097	467	1,000	1,000
	SUBTOTAL CONTRACTUAL	73,703	50,101	118,500	118,500
63001	Miscellaneous Office Expenses	15,016	12,665	45,420	45,420
	SUBTOTAL COMMODITIES	15,016	12,665	45,420	45,420
65010	Rental City Equipment	250,170	184,265	184,265	135,240
	SUBTOTAL FIXED CHARGES	250,170	184,265	184,265	135,240
	TOTAL EXPENDITURES	6,902,952	6,646,708	7,427,670	6,506,835

Class Code	AUTHORIZED PERSONNEL	ADOPTED FY 11-12		PROPOSED FY 12-13	
		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	
790	Police Investigative Specialist	1.00		1.00	
7330	Senior Office Assistant	1.00		1.00	
	TOTAL	38.00	0.00	38.00	0.00
	(2) Police Officers Unfunded				

GENERAL FUND

POLICE DEPARTMENT		PROGRAM		
Special Investigations		01114445		
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 activities 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 2011-2012				
<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. * Reduced crime perpetrated by career criminals/parolees by sending 1,005 criminals back to jail. * Strike Force Team handled over 94 deployments and helped to remove over 623 felons from the streets. * Special Investigations' detectives made 1,012 misdemeanor arrests and 950 felony arrests. * Implemented multi-agency Task Force to investigate/dismantle money laundering organizations. 				
Action Plan for FY 2012-2013				
<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 8%. * Increase use of electronic surveillance equipment. * Continue working relationship with Crime Analysis Unit to identify sources of criminal activity. 				
PERFORMANCE MEASURES	Actual	Actual	Estimated	Objective
	FY 09-10	FY 10-11	FY 11-12	FY 12-13
Service Level				
# of complaints processed	210	186	175	150
# of narcotic arrests	564	532	525	550
# of career criminal arrests	252	1,005	150	800
# of Strike Force arrests	1,153	1,115	900	800
Efficiency				
# of asset seizures	61	70	50	80
# of search warrants issued	26	40	25	35
% of assigned/referred drug complaints in 3 days	90%	90%	90%	90%
Effectiveness				
# of asset forfeiture filings	61	80	50	80

General Fund

POLICE DEPARTMENT		ACCOUNTING UNIT			
Special Investigations		01114445			
Account Code	LINE ITEM RESOURCES	ACTUAL FY 09-10	ACTUAL FY 10-11	ADOPTED FY 11-12	PROPOSED FY 12-13
61000	Salaries Regular	3,122,766	3,514,498	3,284,045	3,613,010
61020	Salaries Part-time	21,714	15,976	20,580	17,125
61040	Salaries Overtime	159,282	32,818	209,230	0
61100	Retirement - Employer Contribution	630,607	723,854	757,680	725,805
61110	Part-time Retirement	0	32	0	640
61120	Medicare Insurance	46,325	54,335	43,630	52,640
61130	Health Insurance	397,863	462,034	421,635	552,265
61170	Retiree Health Insurance	22,069	516	22,545	27,220
61180	Workers Compensation Insurance	297,513	314,583	235,000	286,485
	SUBTOTAL PERSONNEL	4,698,139	5,118,646	4,994,345	5,275,190
62010	Communication	2,470	11,741	0	0
62120	Training, Transportation, Meeting	266	4,284	19,275	19,275
62140	Membership, Subscription, Dues	595	885	500	500
62300	Contract Services - Professional	145,274	181,616	206,420	206,420
	SUBTOTAL CONTRACTUAL	148,605	198,526	226,195	226,195
63202	Operating M&S Equipment	834	620	0	0
63001	Miscellaneous Office Expenses	22,284	11,213	28,400	28,400
63300	Gas & Diesel	11,097	39,729	7,000	7,000
63301	Alternative Fuel - CNG	74	0	0	0
	SUBTOTAL COMMODITIES	34,289	51,562	35,400	35,400
65010	Rental City Equipment	131,075	0	95,350	108,240
	SUBTOTAL FIXED CHARGES	131,075	0	95,350	108,240
	TOTAL EXPENDITURES	5,012,108	5,368,734	5,351,290	5,645,025

Class Code	AUTHORIZED PERSONNEL	ADOPTED FY 11-12		PROPOSED FY 12-13	
		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	29.00		29.00	
3990	Crime/Research Analyst	1.00		1.00	
7330	Senior Office Assistant	1.00		1.00	
	TOTAL	35.00	0.00	35.00	0.00
	(1) Unfunded Lt.				
	(2) Unfunded Police Officers				

GENERAL FUND

POLICE DEPARTMENT		PROGRAM		
Property & Evidence		01114450		
Statement of Purpose				
<i>To provide centralized issuance, tracking, and support services for department equipment, vehicles supplies and evidence handling requirements.</i>				
Accomplishments in FY 2011-2012				
<ul style="list-style-type: none"> * Processed \$180,000 deposited as Evidence / \$70k returned to owner. * 98% ratio of incoming evidence disposed. * Audited 20% of all items in Evidence. * Crosstrained two new members. * Facilitated the conversion of 25 new patrol vehicles. * Purchased new body armor. * Updated security access control system. 				
Action Plan for FY 2012-2013				
<ul style="list-style-type: none"> * Facilitate the conversion of 25 new patrol vehicles and distribute. * Complete an updated revision of body armor and uniform specifications. * Coordinate purchase of new tasers. * 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 09-10	FY 10-11	FY 11-12	FY 12-13
Service Level				
# of property & evidence items processed	49,517	56,789	50,000	55,000
# of vehicles transported	2,649	2,873	1,136	1,500
# of supply or equipment requests processed	17,422	15,900	10,075	11,000
Efficiency				
% of new evidence processed within 18 hours	90%	90%	90%	90%
% of supply/equip requests processed w/in 24 hrs	85%	85%	85%	85%
% of vehicles transported for repair w/in 24 hours	90%	90%	90%	90%
Effectiveness				
% of outgoing evidence items compared to incoming items	91%	98%	91%	95%

General Fund

POLICE DEPARTMENT		ACCOUNTING UNIT			
Property & Facility		01114450			
Account Code	LINE ITEM RESOURCES	ACTUAL FY 09-10	ACTUAL FY 10-11	ADOPTED FY 11-12	PROPOSED FY 12-13
61000	Salaries Regular	868,393	835,037	886,435	860,880
61020	Salaries Part-time	55,883	21,156	9,185	21,360
61040	Salaries Overtime	17,177	0	2,820	10,000
61100	Retirement - Employer Contribution	59,472	53,750	100,480	71,445
61110	Part-time Retirement	1,639	793	820	800
61120	Medicare Insurance	12,664	11,018	12,385	12,795
61130	Health Insurance	174,695	180,379	183,650	210,055
61170	Retiree Health Insurance	7,155	0	6,240	6,455
61180	Workers Compensation Insurance	26,586	21,573	21,230	21,920
	SUBTOTAL PERSONNEL	<u>1,223,664</u>	<u>1,123,707</u>	<u>1,223,245</u>	<u>1,215,710</u>
62010	Communication	101,919	86,749	121,195	121,195
62120	Training, Transportation, Meeting	539	25	4,000	4,000
62140	Membership, Subscription, Dues	95	50	600	600
62300	Contract Services - Professional	61,193	23,426	69,500	69,500
62322	M&R Machinery & Equipment	250		0	0
	SUBTOTAL CONTRACTUAL	<u>163,996</u>	<u>110,250</u>	<u>195,295</u>	<u>195,295</u>
63000	Office Supplies	0	2,556	0	0
63001	Miscellaneous Office Expenses	318,437	327,815	547,700	547,700
	SUBTOTAL COMMODITIES	<u>318,437</u>	<u>330,370</u>	<u>547,700</u>	<u>547,700</u>
65010	Rental City Equipment	22,885	27,470	27,470	26,820
	SUBTOTAL FIXED CHARGES	<u>22,885</u>	<u>27,470</u>	<u>27,470</u>	<u>26,820</u>
69801	IC Default Issue	0	934	0	0
	SUBTOTAL MISCELLANEOUS	<u>0</u>	<u>934</u>	<u>0</u>	<u>0</u>
	TOTAL EXPENDITURES	<u><u>1,728,982</u></u>	<u><u>1,592,731</u></u>	<u><u>1,993,710</u></u>	<u><u>1,985,525</u></u>

Class Code	AUTHORIZED PERSONNEL	ADOPTED FY 11-12		PROPOSED FY 12-13	
		Full Time	Part Time	Full Time	Part Time
6190	Police Property & Facility Manager	1.00		0.00	
3200	Police Officer	1.00		1.00	
801	Police Evidence & Supply Supervisor	2.00		2.00	
799	Police Evidence & Supply Specialist	9.00		9.00	
	TOTAL	<u>13.00</u>	<u>0.00</u>	<u>12.00</u>	<u>0.00</u>
	(1) Supply Specialist position filled by Police Officer position				
	(1) Prop/Fac Mgr position unfunded				

GENERAL FUND

POLICE DEPARTMENT	PROGRAM			
Forensic Services	01114455			
Statement of Purpose				
<i>To provide comprehensive forensic services supporting the department goals, while meeting judicial system requirements.</i>				
Accomplishments in FY 2011-2012				
<ul style="list-style-type: none"> * Reviewed and consolidated more than 16,672 tenprint arrest cards. * More than 6,300 individual firearm records were researched and verified, allowing for an accurate LIMS (guns). * Maintained status as top 5% of nation's most productive Firearms Units relative to NIBIN hits. * Successfully upgraded and expanded the Linear Systems Digital Information Management System (DIMS). * Acquired Forensic Cell Phone Unit and upgraded CellBrite Technology. 				
Action Plan for FY 2012-2013				
<ul style="list-style-type: none"> * Maintain a 50% process of all 2012 firearms. * Begin camera/lens replacement. * Finalize and enact SOP's for all units. * Cross-train Forensic personnel with Firearms and Photo/Video Unit duties. * Consolidate and appropriately archive past latent and negative evidence. * Finalize and deploy the Major Crime Scene Unit 994. 				
PERFORMANCE MEASURES	Actual FY 09-10	Actual FY 10-11	Estimated FY 11-12	Objective FY 12-13
Service Level				
# of field service calls	4,200	3,869	3,907	3,900.00
# of photos processed	75,000	73,291	74,000	73,000.00
# of latent print cases worked	2,500	2,809	2,733	2,500.00
# of latent print case matches	325	386	361	350.00
# of IBIS hits	125	100	75	50.00
# of cases involving DNA collection	Not Recorded	1566	2,244	2,300.00
Efficiency				
% of photo work completed within 5 days	90%	95%	95%	100%
% of latent work completed within 14 days	8%	10%	15%	20%
% of firearms worked annually	Not Recorded	131%	95%	50%
Effectiveness				
% of AFIS hit ratio (fingerprints)	20%	19%	18%	15%
% of IBIS hits ratio (firearms)	20%	25%	20%	20%
% of CODIS hit ratio	Not Recorded	24%	22%	20%

General Fund

POLICE DEPARTMENT		ACCOUNTING UNIT			
Forensic Services		01114455			
Account Code	LINE ITEM RESOURCES	ACTUAL FY 09-10	ACTUAL FY 10-11	ADOPTED FY 11-12	PROPOSED FY 12-13
61000	Salaries Regular	1,532,279	1,611,298	1,533,675	1,468,930
61020	Salaries Part-time	107,767	101,444	129,410	62,565
61040	Salaries Overtime	24,834	574	50,380	50,380
61100	Retirement - Employer Contribution	104,006	116,520	171,175	121,930
61110	Part-time Retirement	3,199	3,798	4,170	2,345
61120	Medicare Insurance	17,812	19,375	22,280	22,205
61130	Health Insurance	249,478	268,581	248,775	284,140
61170	Retiree Health Insurance	11,090	516	10,830	11,140
61180	Workers Compensation Insurance	29,040	35,833	20,040	19,115
	SUBTOTAL PERSONNEL	2,079,505	2,157,939	2,190,735	2,042,750
62120	Training, Transportation, Meeting	15,187	5,815	17,700	17,700
62140	Membership, Subscription, Dues	200	260	835	835
62300	Contract Services - Professional	56,249	34,682	64,600	64,600
	SUBTOTAL CONTRACTUAL	71,636	40,757	83,135	83,135
63001	Miscellaneous Office Expenses	19,136	19,810	33,290	33,290
	SUBTOTAL COMMODITIES	19,136	19,810	33,290	33,290
65010	Rental City Equipment	55,445	101,140	55,445	69,900
	SUBTOTAL FIXED CHARGES	55,445	101,140	55,445	69,900
	TOTAL EXPENDITURES	2,225,722	2,319,646	2,362,605	2,229,075

Class Code	AUTHORIZED PERSONNEL	ADOPTED FY 11-12		PROPOSED FY 12-13	
		Full Time	Part Time	Full Time	Part Time
1360	Forensic Services 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	
7330	Senior Office Assitant	1.00		1.00	
	TOTAL	16.00	0.00	16.00	0.00
	(1) Forensic Spec I position filled by vacant Dispatcher position				

GENERAL FUND

POLICE DEPARTMENT		PROGRAM		
Records Services		01114460		
Statement of Purpose				
<p><i>To maintain department records, provide document storage, retrieval and report required data to State agencies.</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 2011-2012				
<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. * Purchased new high speed scanner in improve efficiencies. 				
Action Plan for FY 2012-2013				
<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 09-10	FY 10-11	FY 11-12	FY 12-13
Service Level				
# of reports processed	41,320	41,100	40,000	40,000
# of documents scanned or filmed	437,879	425,555	420,000	420,000
# of requests serviced (police, citizen, Agency)			49,000	49,000
# of report pages transcribed	1,800	1,000	-	-
# of CLETS messages sent	46,353	45,322	44,000	44,000
Efficiency				
% of priority reports processed w/in 5 days	98%	98%	99%	99%
% of other reports processed w/in 8 days	72%	72%	99%	99%
% of supplemental reports processed within 15 days	65%	65%	99%	99%
% of CLETS messages processed by end of shift	98%	98%	99%	99%

General Fund

POLICE DEPARTMENT		ACCOUNTING UNIT			
Records Services		01114460			
Account Code	LINE ITEM RESOURCES	ACTUAL FY 09-10	ACTUAL FY 10-11	ADOPTED FY 11-12	PROPOSED FY 12-13
61000	Salaries Regular	1,689,215	1,287,646	1,336,420	1,236,685
61020	Salaries Part-time	20,921	31,378	0	121,280
61040	Salaries Overtime	76,047	43,341	133,220	133,220
61100	Retirement - Employer Contribution	113,058	66,787	136,025	105,485
61110	Part-time Retirement	637	1,177	1,575	4,550
61120	Medicare Insurance	21,641	16,500	19,625	19,690
61130	Health Insurance	258,057	200,053	217,795	260,790
61170	Retiree Health Insurance	26,868	12,248	13,115	11,770
61180	Workers Compensation Insurance	20,962	15,337	14,885	17,595
	SUBTOTAL PERSONNEL	2,227,406	1,674,468	1,872,660	1,911,065
62010	Communications	142	0	0	0
62120	Training, Transportation, Meeting	965	593	4,450	4,450
62140	Membership, Subscription, Dues	250	200	1,075	1,075
62300	Contract Services - Professional	11,095	10,872	12,000	12,000
62600	Parking Validations	0	5,738	0	0
	SUBTOTAL CONTRACTUAL	12,452	17,403	17,525	17,525
63001	Miscellaneous Office Expenses	42,825	39,588	42,310	42,310
	SUBTOTAL COMMODITIES	42,825	39,588	42,310	42,310
	TOTAL EXPENDITURES	2,282,683	1,731,458	1,932,495	1,970,900

Class Code	AUTHORIZED PERSONNEL	ADOPTED FY 11-12		PROPOSED FY 12-13	
		Full Time	Part Time	Full Time	Part Time
3860	Police Records Manager	1.00		0.00	
	Police Administrative Manager	0.00		0.50	
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	21.00	0.00	20.50	0.00
	(1) Records Mgr - Unfunded				

GENERAL FUND

POLICE DEPARTMENT	PROGRAM			
Communications	01114465			
Statement of Purpose				
<i>To provide timely, accurate and responsive telecommunication services to the community and Police Department.</i>				
Accomplishments in FY 2011-2012				
<ul style="list-style-type: none"> * Completed the upgrade to 911 telephone system. * Completed 95% of required POST training to all Communications personnel. * Completed training of 3 outside personnel to assist in Communications. * Significantly reduced overtime by adjusting schedules, employee trades and training CSO's for Phones. 				
Action Plan for FY 2012-2013				
<ul style="list-style-type: none"> * Start new 2-year cycle of mandated POST training to be completed by 12/31/14. * Finish necessary POST training for remaining personnel. * Train new employees that are assigned to Communications from other divisions and departments. 				
PERFORMANCE MEASURES	Actual	Actual	Estimated	Objective
	FY 09-10	FY 10-11	FY 11-12	FY 12-13
Service Level				
# of 911 calls processed	148,339	145,628	135,000	135,000
# of calls for service dispatched	186,922	140,337	132,000	132,000
# of telephone call handled by TRU	50,730	7,927	8,000	8,000
# of telephone calls handled by dispatch	574,000	456,462	583,000	580,000

General Fund

POLICE DEPARTMENT		ACCOUNTING UNIT			
Communications		01114465			
Account Code	LINE ITEM RESOURCES	ACTUAL FY 09-10	ACTUAL FY 10-11	ADOPTED FY 11-12	PROPOSED FY 12-13
61000	Salaries Regular	2,979,051	2,916,469	3,211,770	3,137,735
61020	Salaries Part-time	22,886	41,121	55,205	75,855
61040	Salaries Overtime	189,064	10,504	199,200	199,200
61100	Retirement - Employer Contribution	200,007	186,602	371,715	271,205
61110	Part-time Retirement	540	1,456	4,390	2,845
61120	Medicare Insurance	37,343	35,584	45,370	46,600
61130	Health Insurance	560,499	568,929	583,980	665,115
61170	Retiree Health Insurance	21,486	2,813	23,225	24,180
61180	Workers Compensation Insurance	33,383	31,543	34,810	34,880
	SUBTOTAL PERSONNEL	<u>4,044,259</u>	<u>3,795,021</u>	<u>4,529,665</u>	<u>4,457,615</u>
62010	Communications	4,976	2,844	0	0
62120	Training, Transportation, Meeting	38	101	1,790	1,790
62140	Membership, Subscription, Dues	124	120	300	300
62300	Contract Services - Professional	171,650	176,867	172,640	172,640
	SUBTOTAL CONTRACTUAL	<u>176,788</u>	<u>179,932</u>	<u>174,730</u>	<u>174,730</u>
63001	Miscellaneous Office Expenses	3,315	1,013	3,770	3,770
	SUBTOTAL COMMODITIES	<u>3,315</u>	<u>1,013</u>	<u>3,770</u>	<u>3,770</u>
65010	Rental City Equipment	7,740	7,740	7,740	3,360
	SUBTOTAL FIXED CHARGES	<u>7,740</u>	<u>7,740</u>	<u>7,740</u>	<u>3,360</u>
	TOTAL	<u><u>4,232,102</u></u>	<u><u>3,983,707</u></u>	<u><u>4,715,905</u></u>	<u><u>4,639,475</u></u>

Class Code	AUTHORIZED PERSONNEL	ADOPTED FY 11-12		PROPOSED FY 12-13	
		Full Time	Part Time	Full Time	Part Time
3370	Police Communications Manager	1.00		0.00	
	Police Systems & Communications Manager	0.00		0.50	
6180	Police Communications Supervisor	4.00		4.00	
3680	Police Services Dispatcher	31.00		30.00	
7660	Communication Services Officer	8.00		8.00	
7370	Senior Police Records Specialist				
	TOTAL	<u>44.00</u>	<u>0.00</u>	<u>42.50</u>	<u>0.00</u>
	(1) Comm Supervisor Unfunded				
	(4) Dispatchers Unfunded				
	(1) Dispatcher assigned to Forensics				

GENERAL FUND

POLICE DEPARTMENT	PROGRAM			
Vice	01114470			
Statement of Purpose				
<p><i>To review and enforce ordinances on gaming, public decency and morals, as defined by the community, as well as to serve as a tactical and strategic planning and investigative resource for the Police Department.</i></p>				
Accomplishments in FY 2011-2012				
<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 Planning & Building Agency on improving the development review process. * Revised the Massage Ordinance. * Established entertainment regulations for Downtown area. 				
Action Plan for FY 2012-2013				
<ul style="list-style-type: none"> * Continue working with Planning & Building Agency on improving the development review process. * Continue working with Computer Forensics Unit to assist in the investigation and prosecution of state and federal crimes and assist outside agencies with their investigations. * Set up computer tracking system for juveniles. 				
PERFORMANCE MEASURES	Actual FY 09-10	Actual FY 10-11	Estimated FY 11-12	Objective FY 12-13
Service Level				
# of license applications processed	109	111	120	120
# of ABC related offenses	9	12	20	20
# of crime prevention programs taught	283	280	285	285
Efficiency				
# of complaints of a public moral nature	13	13	15	15
Effectiveness				
# of arrests related to public morals & gambling	604	513	400	400

General Fund

POLICE DEPARTMENT		ACCOUNTING UNIT			
Vice		01114470			
Account Code	LINE ITEM RESOURCES	ACTUAL FY 09-10	ACTUAL FY 10-11	ADOPTED FY 11-12	PROPOSED FY 12-13
61000	Salaries Regular	496,968	417,429	698,535	553,575
61040	Salaries Overtime	3,675	16	7,905	5,000
61100	Retirement - Employer Contribution	92,991	76,036	158,245	103,870
61120	Medicare Insurance	6,337	4,826	9,415	8,025
61130	Health Insurance	67,247	59,336	92,085	87,750
61170	Retiree Health Insurance	4,604	0	4,870	4,150
61180	Workers Compensation Insurance	40,750	28,779	47,630	39,585
	SUBTOTAL PERSONNEL	<u>712,572</u>	<u>586,423</u>	<u>1,018,685</u>	<u>801,955</u>
62120	Training, Transportation, Meeting	0	0	6,305	6,305
62140	Membership, Subscription, Dues	0	0	1,860	1,860
62300	Contract Services - Professional	61	0	0	0
	SUBTOTAL CONTRACTUAL	<u>61</u>	<u>0</u>	<u>8,165</u>	<u>8,165</u>
63001	Miscellaneous Office Expenses	384	132	1,000	1,000
	SUBTOTAL COMMODITIES	<u>384</u>	<u>132</u>	<u>1,000</u>	<u>1,000</u>
65010	Rental City Equipment	17,595	9,860	9,860	16,920
	SUBTOTAL FIXED CHARGES	<u>17,595</u>	<u>9,860</u>	<u>9,860</u>	<u>16,920</u>
	TOTAL	<u><u>730,612</u></u>	<u><u>596,415</u></u>	<u><u>1,037,710</u></u>	<u><u>828,040</u></u>

Class Code	AUTHORIZED PERSONNEL	ADOPTED FY 11-12		PROPOSED FY 12-13	
		Full Time	Part Time	Full Time	Part Time
3300	Police Sergeant	1.00		1.00	
3200	Police Officer	4.00		4.00	
790	Police Investigative Specialist	1.00		1.00	
	TOTAL	<u>6.00</u>	<u>0.00</u>	<u>6.00</u>	<u>0.00</u>

GENERAL FUND

POLICE DEPARTMENT	PROGRAM			
Jail Operations	01114475			
Statement of Purpose				
<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>				
Accomplishments in FY 2011-2012				
<ul style="list-style-type: none"> * Operated a safe and secure jail facility. * Maintained current level of customer service while coping with reduced staffing and resources. * Created additional housing space with the additional of Davis Hall. * Created a housing module special for the transgender population. 				
Action Plan for FY 2012-2013				
<ul style="list-style-type: none"> * Operate a safe and secure Jail facility. * Reduce Overtime for staff shortage to budgeted levels. * Implement new Jail Management System. 				
PERFORMANCE MEASURES	Actual FY 09-10	Actual FY 10-11	Estimated FY 11-12	Objective FY 12-13
Service Level				
# of inmates processed	12,000	9,677	11,800	12,000
# of inmates fast-booked to OCJ	4,300	3,948	4,000	4,000
# of visitors processed	37,000	34,628	39,000	39,000
Efficiency				
% of bookings where Police Officers are released within 30 minutes	95%	95%	95%	95%
Effectiveness				
# of assaults on officers	0	0	0	0%
# of inmate on inmate assaults	6	29	0	0%
# of suicides	0	0	0	0%
% of compliance with regulatory agencies	100%	100%	100%	100%

General Fund

POLICE DEPARTMENT		ACCOUNTING UNIT			
Jail Operations		01114475			
Account Code	LINE ITEM RESOURCES	ACTUAL FY 09-10	ACTUAL FY 10-11	ADOPTED FY 11-12	PROPOSED FY 12-13
61000	Salaries Regular	8,969,751	8,625,013	9,393,330	9,087,265
61020	Salaries Part-time	42,107	108,749	92,625	154,055
61040	Salaries Overtime	634,654	245,584	550,000	315,000
61100	Retirement - Employer Contribution	603,298	549,189	1,058,515	768,810
61110	Part-time Retirement	1,224	809	1,435	10,640
61120	Medicare Insurance	136,270	128,282	130,105	134,000
61130	Health Insurance	1,573,146	1,599,187	1,634,160	1,878,180
61170	Retiree Health Insurance	70,694	11,942	72,765	67,395
61180	Workers Compensation Insurance	279,975	269,144	261,225	266,730
	SUBTOTAL PERSONNEL	12,311,119	11,537,899	13,194,160	12,682,075
62010	Communication	1,310	1,881	6,150	6,150
62120	Training, Transportation, Meeting	694	648	11,000	11,000
62140	Membership, Subscription, Dues	408	0	25,000	25,000
62300	Contract Services - Professional	2,636,629	2,534,658	2,376,625	2,376,625
	SUBTOTAL CONTRACTUAL	2,639,041	2,537,187	2,418,775	2,418,775
63001	Miscellaneous Office Expenses	334,658	306,092	329,600	329,600
63100	Uniforms & Tools	27,486	47,321	0	0
	SUBTOTAL COMMODITIES	362,144	353,413	329,600	329,600
65010	Rental City Equipment	77,360	77,360	77,360	41,760
	SUBTOTAL FIXED CHARGES	77,360	77,360	77,360	41,760
65010	Machinery & Equipment	203,586	0	0	0
	SUBTOTAL CAPITAL	203,586	0	0	0
	TOTAL	15,593,250	14,505,858	16,019,895	15,472,210

Class Code	AUTHORIZED PERSONNEL	ADOPTED FY 11-12		PROPOSED FY 12-13	
		Full Time	Part Time	Full Time	Part Time
3230	Jail Administrator	1.00		1.00	
1970	Correctional Manager	2.00		0.00	
151	Principal Management Analyst	0.25		0.00	
	Police Administrative Manager	0.00		1.75	
370	Correctional Supervisor	9.90		9.90	
310	Correctional Officer	84.00		84.00	
1050	Security Electronics Technician	1.00		1.00	
733	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	111.65	0.00	111.15	0.00

GENERAL FUND

POLICE DEPARTMENT

PROGRAM

Regional Narcotic Suppression Program

01114480

Statement of Purpose

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

This is accomplished thru 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 jurisdiction assigned to this task force work.

General Fund

POLICE DEPARTMENT		ACCOUNTING UNIT			
Regional Narcotics Suppression Program		01114480			
Account Code	LINE ITEM RESOURCES	ACTUAL FY 09-10	ACTUAL FY 10-11	ADOPTED FY 11-12	PROPOSED FY 12-13
61000	Salaries Regular	649,171	608,080	694,550	665,140
61040	Salaries Overtime	227,362	0	106,695	0
61100	Retirement - Employer Contribution	136,145	130,425	169,415	143,535
61120	Medicare Insurance	5,165	5,270	9,425	9,645
61130	Health Insurance	74,970	72,109	79,255	87,795
61170	Retiree Health Insurance	5,257	3,633	5,625	5,745
61180	Workers Compensation Insurance	71,401	81,098	53,310	54,540
	SUBTOTAL PERSONNEL	<u>1,169,471</u>	<u>900,614</u>	<u>1,118,275</u>	<u>966,400</u>
	TOTAL	<u><u>1,169,471</u></u>	<u><u>900,614</u></u>	<u><u>1,118,275</u></u>	<u><u>966,400</u></u>
Class Code	AUTHORIZED PERSONNEL	ADOPTED FY 11-12		PROPOSED FY 12-13	
		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

PROGRAM

Homeland Security

01114485

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		ACCOUNTING UNIT			
Homeland Security & Crime Prevention		01114485			
Account Code	LINE ITEM RESOURCES	ACTUAL FY 09-10	ACTUAL FY 10-11	ADOPTED FY 11-12	PROPOSED FY 12-13
61000	Salaries Regular	309,293	242,804	268,195	271,185
61040	Salaries Overtime	205,612	25	20,000	0
61100	Retirement - Employer Contribution	34,058	29,171	38,360	29,210
61120	Medicare Insurance	1,557	1,131	3,735	3,905
61130	Health Insurance	57,066	56,142	49,805	57,015
61170	Retiree Health Insurance	2,059	0	1,935	2,020
61180	Workers Compensation Insurance	10,966	8,652	6,385	6,815
	SUBTOTAL PERSONNEL	<u>620,611</u>	<u>337,925</u>	<u>388,415</u>	<u>370,150</u>
62120	Training, Transportation, Meeting	2,562	0	1,000	1,000
62140	Membership, Subscription, and Dues	0	0	200	200
62300	Contract Services - Professional	7,343	15,291	11,535	11,535
62501	Operating Lease Expense	5,413	5,422	5,435	5,435
	SUBTOTAL CONTRACTUAL	<u>15,318</u>	<u>20,713</u>	<u>18,170</u>	<u>18,170</u>
63001	Miscellaneous Office Expenses	682	417	13,280	13,280
	SUBTOTAL COMMODITIES	<u>682</u>	<u>417</u>	<u>13,280</u>	<u>13,280</u>
65000	Building Rental	5,455	5,455	5,455	5,455
65010	Rental City Equipment	60,590	60,590	60,590	18,060
	SUBTOTAL FIXED CHARGES	<u>66,045</u>	<u>66,045</u>	<u>66,045</u>	<u>23,515</u>
	TOTAL	<u><u>702,656</u></u>	<u><u>425,101</u></u>	<u><u>485,910</u></u>	<u><u>425,115</u></u>

Class Code	AUTHORIZED PERSONNEL	ADOPTED FY 11-12		PROPOSED FY 12-13	
		Full Time	Part Time	Full Time	Part Time
3200	Police Officer	0.50		0.50	
780	Police Community Services Specialist	1.00		1.00	
3800	Police Services Officer	2.00		2.00	
	TOTAL	<u>3.50</u>	<u>0.00</u>	<u>3.50</u>	<u>0.00</u>

GENERAL FUND

POLICE DEPARTMENT

PROGRAM

Tobacco Retail License Program

01114490

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		ACCOUNTING UNIT			
Tobacco Retail License Program		1114490			
Object Code	LINE ITEM RESOURCES	ACTUAL FY 09-10	ACTUAL FY 10-11	ADOPTED FY 11-12	PROPOSED FY 12-13
61000	Salaries Regular	71,899	32,427	77,960	78,820
61040	Salaries Overtime	284	0	18,575	2,500
61100	Retirement - Employer Contribution	4,873	2,090	9,195	6,540
61120	Medicare Insurance	1,044	469	1,105	1,145
61130	Health Insurance	14,253	6,299	15,305	17,505
61170	Retiree Health Insurance	500	0	570	590
61180	Workers Compensation Insurance	751	337	790	820
	SUBTOTAL PERSONNEL	<u>93,604</u>	<u>41,623</u>	<u>123,500</u>	<u>107,920</u>
62120	Training, Transportation, Meeting	0	0	1,000	1,000
62300	Contract Svcs - Professional	16,586	46,030	75,000	75,000
	SUBTOTAL CONTRACTUAL	<u>16,586</u>	<u>46,030</u>	<u>76,000</u>	<u>76,000</u>
63001	Miscellaneous Office Expenses	482	234	500	500
	SUBTOTAL COMMODITIES	<u>482</u>	<u>234</u>	<u>500</u>	<u>500</u>
	TOTAL	<u><u>110,672</u></u>	<u><u>87,887</u></u>	<u><u>200,000</u></u>	<u><u>184,420</u></u>
Class Code	AUTHORIZED PERSONNEL	ADOPTED FY 11-12		PROPOSED FY 12-13	
		Full Time	Part Time	Full Time	Part Time
790	Police Investigative Specialist	1.00		1.00	
	TOTAL	<u>1.00</u>	<u>0.00</u>	<u>1.00</u>	<u>0.00</u>
		<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 SERVICES

ACCOUNTING UNITS	ACTUAL FY 09-10	ACTUAL FY 10-11	ADOPTED* FY 11-12	PROPOSED* FY 12-13
01115300 Office of the Fire Chief	532,910	506,481	527,121	0
01115310 Fire Prevention	1,460,949	1,464,523	1,654,590	0
01115320 Fire Communications	1,485,784	1,463,565	1,740,084	0
01115330 Fire Suppression & EMS	42,112,788	41,787,896	42,182,026	40,497,605
01115340 Fire Information Technology	576,820	498,626	511,570	0
01115350 Fire Training	463,544	149,733	106,192	0
01115360 Fire Maintenance	1,059,510	875,537	1,259,592	0
01115370 Fiscal & Budget	371,380	154,418	171,965	0
TOTAL	<u>48,063,685</u>	<u>46,900,778</u>	<u>48,153,140</u>	<u>40,497,605</u>
OPERATING EXPENSE	ACTUAL FY 09-10	ACTUAL FY 10-11	ADOPTED FY 11-12	PROPOSED* FY 12-13
61000 Personnel	43,755,431	42,661,143	43,327,843	0
62000 Contractual	1,691,960	1,551,793	1,809,085	40,497,605
63000 Commodities	454,023	512,532	736,170	0
65000 Fixed Charges	2,162,270	2,175,310	2,278,407	0
66000 Capital	0	0	0	0
67000 Debt Service	0	0	1,635	0
TOTAL	<u>48,063,685</u>	<u>46,900,778</u>	<u>48,153,140</u>	<u>40,497,605</u>
Class Code AUTHORIZED PERSONNEL	ADOPTED FY 11-12		PROPOSED FY 12-13	
	Full Time	Part Time	Full Time	Part Time
03190 Fire Chief	1.00		0.00	
03160 Deputy Fire Chief	2.00		0.00	
03185 Administrative Chief/Fire Marshal	1.00		0.00	
03150 Fire Battalion Chief	4.00		0.00	
03080 Fire Captain	51.00		0.00	
03010 Fire Engineer	45.00		0.00	
03000 Firefighter	148.00		0.00	
03550 Paramedic	1.00		0.00	
03500 Fire Safety Analyst	2.00		0.00	
03440 Fire Safety Specialist III	3.00		0.00	
00660 Fire Communications Supervisor	1.00		0.00	
03480 Fire Services Dispatcher	8.00		0.00	
07090 Lead Accounting Assistant	1.00		0.00	
07010 Accounting Assistant	1.00		0.00	
07330 Senior Office Assistant	2.00		0.00	
02680 Data Entry Specialist	1.00		0.00	
Total Fire Department Positions	<u>272.00</u>		<u>0.00</u>	
*Fire Services Outsourced to OCFA effective 4/20/12				

GENERAL FUND

FIRE DEPARTMENT		ACCOUNTING UNIT			
Office of the Fire Chief		01115300			
Account Code	LINE ITEM RESOURCES	ACTUAL FY 09-10	ACTUAL FY 10-11	ADOPTED FY 11-12	PROPOSED FY 12-13
61000	Salaries Regular	275,363	321,531	315,963	0
61020	Salaries Part-Time	106,587	19,426	19,800	0
61040	Salaries Overtime	4,845	11,107	3,275	0
61100	Retirement-Employer Contrib	39,729	64,043	75,884	0
61110	Part-time Retirement	3,893	728	1,000	0
61120	Medicare Insurance	4,025	3,376	0	0
61130	Health Insurance	36,128	27,216	22,307	0
61170	Retiree Health Benefits	2,900	3,415	8,115	0
61180	Worker Compensation Insurance	31,924	31,257	7,644	0
	SUBTOTAL PERSONNEL	505,393	482,099	453,988	0
62000	Utilities	162	0		
62010	Communications	3,552	2,045	7,360	0
62120	Training, Transpo, Meeting	1,412	0	6,665	0
62140	Membership, Subscription & Dues	910	1,342	1,000	0
62300	Contract Svs-Professional	670	131	12,800	0
62302	Contracted Vendor Personnel Services	0	0	0	0
62600	Parking Validation	2,459	2,755	1,000	0
	SUBTOTAL CONTRACTUAL	9,165	6,273	28,825	0
63000	Office Supplies	9	0		
63001	Misc Office Expenses	8,038	7,804	34,000	0
	SUBTOTAL COMMODITIES	8,047	7,804	34,000	0
65010	Rental City Equipment	10,305	10,305	10,308	0
	SUBTOTAL FIXED CHARGES	10,305	10,305	10,308	0
66200	Building Improvements	0	0	0	0
	SUBTOTAL CAPITAL	0	0	0	0
	TOTAL	532,910	506,481	527,121	0
Class Code	AUTHORIZED PERSONNEL	ADOPTED FY 11-12		PROPOSED FY 12-13	
		Full Time	Part Time	Full Time	Part Time
03190	Fire Chief	1.00		0.00	
03080	Fire Captain	1.00		0.00	
09090	Clerk Typist II		1.00		0.00
09770	Administrative Aide		1.00		0.00
		<u>2.00</u>	<u>2.00</u>	<u>0.00</u>	<u>0.00</u>

GENERAL FUND

FIRE DEPARTMENT		ACCOUNTING UNIT			
Fire Prevention		01115310			
Account Code	LINE ITEM RESOURCES	ACTUAL FY 09-10	ACTUAL FY 10-11	ADOPTED FY 11-12	PROPOSED FY 12-13
61000	Salaries Regular	936,161	934,516	1,015,040	0
61020	Salaries Part-Time	0	34,516	0	0
61040	Salaries Overtime	23,484	161,945	51,745	0
61100	Retirement-Employer Contrib	167,572	0	229,800	0
61120	Medicare Insurance	9,660	9,250	12,360	0
61130	Health Insurance	124,194	133,562	138,390	0
61170	Retiree Health Benefits	11,963	16,806	18,805	0
61180	Worker Compensation Insurance	55,877	53,993	54,105	0
	SUBTOTAL PERSONNEL	1,328,912	1,344,587	1,520,245	0
62000	Utilities	413	0		
62010	Communications	5,156	4,589	5,000	0
62120	Training, Transpo, Meeting	407	242	15,000	0
62130	Tuition Reimbursement	0	0	2,000	0
62140	Membership, Subscription & Dues	2,188	1,805	2,500	0
62300	Contract Svs-Professional	6,436	3,502	11,500	0
62302	Contracted Vendor Personnel Services	0	0	0	0
62501	Operating Lease Expense	5,491	5,500	5,575	0
	SUBTOTAL CONTRACTUAL	20,092	15,638	41,575	0
63000	Office Supplies	338	0		
63001	Misc Office Expenses	7,330	17,794	16,060	0
63100	Uniforms & Tools	73	1,005		
	SUBTOTAL COMMODITIES	7,741	18,798	16,060	0
65000	Building Rental	5,840	5,835	5,835	0
65010	Rental City Equipment	98,365	79,665	69,240	0
	SUBTOTAL FIXED CHARGES	104,205	85,500	75,075	0
66510	Computer Software	0	0	0	0
	SUBTOTAL CAPITAL	0	0	0	0
67200	Principal - Capital Lease	0	0	1,635	0
	SUBTOTAL DEBT SERVICE	0	0	1,635	0
	TOTAL	1,460,949	1,464,523	1,654,590	0
Class Code	AUTHORIZED PERSONNEL	ADOPTED FY 11-12		PROPOSED FY 12-13	
		Full Time	Part Time	Full Time	Part Time
03185	Administrative Chief/Fire Marshal	1.00		0.00	
03500	Fire Safety Analyst	2.00		0.00	
03440	Fire Safety Specialist III	3.00		0.00	
07330	Senior Office Assistant	1.00		0.00	
03080	Fire Captain	0.00		0.00	
03000	Firefighter	1.00		0.00	
		<u>8.00</u>		<u>0.00</u>	

GENERAL FUND

FIRE DEPARTMENT		ACCOUNTING UNIT			
Fire Communications		01115320			
Object Code	LINE ITEM RESOURCES	ACTUAL FY 09-10	ACTUAL FY 10-11	ADOPTED FY 11-12	PROPOSED FY 12-13
61000	Salaries Regular	736,892	748,700	806,730	0
61020	Salaries Part-Time	0	0	0	0
61040	Salaries Overtime	199,392	215,793	149,900	0
61100	Retirement-Employer Contrib	49,945	48,019	191,600	0
61120	Medicare Insurance	8,693	8,773	8,395	0
61130	Health Insurance	90,289	97,009	102,105	0
61170	Retiree Health Benefits	11,921	12,035	15,575	0
61180	Worker Compensation Insurance	11,463	12,274	19,295	0
	SUBTOTAL PERSONNEL	1,108,595	1,142,603	1,293,600	0
62000	Utilities	181	0		
62010	Communications	219,482	210,772	250,000	0
62120	Training, Transpo, Meeting	410	90	2,500	0
62140	Membership, Subscription & Dues	319	184	325	0
62300	Contract Svs-Professional	120,654	90,341	180,355	0
	SUBTOTAL CONTRACTUAL	341,046	301,387	433,180	0
63001	Misc Office Expenses	4,629	815	5,000	0
	SUBTOTAL COMMODITIES	4,629	815	5,000	0
65010	Rental City Equipment	18,760	18,760	8,304	0
	SUBTOTAL FIXED CHARGES	31,515	18,760	8,304	0
66400	Machinery & Equipment	0	0	0	0
	SUBTOTAL CAPITAL	0	0	0	0
	TOTAL	1,485,784	1,463,565	1,740,084	0

Class Code	AUTHORIZED PERSONNEL	ADOPTED FY 11-12		PROPOSED FY 12-13	
		Full Time	Part Time	Full Time	Part Time
00660	Fire Communications Supervisor	1.00		0.00	
03480	Fire Services Dispatcher	8.00		0.00	
		<u>9.00</u>		<u>0.00</u>	

GENERAL FUND

FIRE DEPARTMENT		ACCOUNTING UNIT			
Fire Suppression & Emergency Medical Services		01115330			
Object Code	LINE ITEM RESOURCES	ACTUAL FY 09-10	ACTUAL FY 10-11	ADOPTED FY 11-12	PROPOSED FY 12-13
61000	Salaries Regular	21,866,333	21,730,600	24,801,970	0
61010	Salaries Retirement	212,018	310,939	470,250	0
61040	Salaries Overtime	6,842,021	6,396,105	2,450,065	0
61100	Retirement-Employer Contrib	4,637,038	4,637,068	5,388,900	0
61120	Medicare Insurance	252,069	251,899	328,335	0
61130	Health Insurance	2,674,211	2,910,985	2,851,250	0
61170	Retiree Health Benefits	364,478	359,464	485,000	0
61180	Worker Compensation Insurance	<u>2,786,322</u>	<u>2,734,126</u>	<u>2,621,320</u>	<u>0</u>
	SUBTOTAL PERSONNEL	39,634,489	39,331,185	39,397,090	0
62000	Utilities	1,629	0		
62010	Communications	21,182	17,796	25,000	0
62120	Training, Transpo, Meeting	3,548	17,774	22,500	0
62130	Tuition Reimbursement	18,811	19,023	20,000	0
62140	Membership, Subscription & Dues	2,721	4,184	20,000	0
62251	Other Agency Services	8,649	6,624	0	0
62300	Contract Svs-Professional	317,891	311,198	411,250	37,944,720
62302	Other Personnel Services	<u>0</u>	<u>0</u>	<u>0</u>	<u>2,552,885</u>
	SUBTOTAL CONTRACTUAL	374,431	376,598	498,750	40,497,605
63001	Misc Office Expenses	188,042	213,378	301,110	0
63100	Uniforms & Tools	<u>2,916</u>	<u>205</u>	<u>0</u>	<u>0</u>
	SUBTOTAL COMMODITIES	190,958	213,582	301,110	0
65010	Rental City Equipment	1,614,440	1,586,810	1,705,356	0
65100	Insurance Charges	279,720	279,720	279,720	0
66510	Computer Software	<u>18,750</u>	<u>0</u>	<u>0</u>	<u>0</u>
	SUBTOTAL FIXED CHARGES	1,912,910	1,866,530	1,985,076	0
	TOTAL	<u>42,112,788</u>	<u>41,787,896</u>	<u>42,182,026</u>	<u>40,497,605</u>

Class Code	AUTHORIZED PERSONNEL	ADOPTED FY 11-12		PROPOSED FY 12-13	
		Full Time	Part Time	Full Time	Part Time
03160	Deputy Fire Chief	1.00		0.00	
03150	Fire Battalion Chief	3.00		0.00	
03080	Fire Captain	46.00		0.00	
03010	Fire Engineer	45.00		0.00	
03000	Firefighter	147.00		0.00	
03550	Paramedic	1.00		0.00	
07330	Senior Office Assistant	<u>1.00</u>		<u>0.00</u>	
		<u>244.00</u>		<u>0.00</u>	

GENERAL FUND

FIRE DEPARTMENT		ACCOUNTING UNIT			
Fire Information Technology		01115340			
Account Code	LINE ITEM RESOURCES	ACTUAL FY 09-10	ACTUAL FY 10-11	ADOPTED FY 11-12	PROPOSED FY 12-13
61000	Salaries Regular	114,123	54,611	55,450	0
61040	Salaries Overtime	3,167	0	1,050	0
61100	Retirement-Employer Contrib	7,486	2,784	5,250	0
61120	Medicare Insurance	1,696	791	0	0
61130	Health Insurance	16,174	6,712	6,895	0
61170	Retiree Health Benefits	1,760	516	565	0
61180	Worker Compensation Insurance	<u>2,414</u>	<u>568</u>	<u>1,040</u>	<u>0</u>
	SUBTOTAL PERSONNEL	146,819	65,982	70,250	0
62000	Utilities	640	0		
62010	Communications	8,892	3,937	9,000	0
62120	Training, Transpo, Meeting	0	0	3,500	0
62300	Contract Svs-Professional	<u>417,204</u>	<u>423,894</u>	<u>413,820</u>	<u>0</u>
	SUBTOTAL CONTRACTUAL	426,736	427,832	426,320	0
63001	Misc Office Expenses	<u>3,265</u>	<u>4,812</u>	<u>15,000</u>	<u>0</u>
	SUBTOTAL COMMODITIES	3,265	4,812	15,000	0
	TOTAL	<u><u>576,820</u></u>	<u><u>498,626</u></u>	<u><u>511,570</u></u>	<u><u>0</u></u>

Class Code	AUTHORIZED PERSONNEL	ADOPTED FY 11-12		PROPOSED FY 12-13	
		Full Time	Part Time	Full Time	Part Time
02680	Data Entry Specialist	1.00		0.00	
01060	Systems Technician (1)	0.00		0.00	
		<u>1.00</u>		<u>0.00</u>	

GENERAL FUND

FIRE DEPARTMENT		ACCOUNTING UNIT			
Fire Training		01115350			
Account Code	LINE ITEM RESOURCES	ACTUAL FY 09-10	ACTUAL FY 10-11	ADOPTED FY 11-12	PROPOSED FY 12-13
61000	Salaries Regular	189,937	0	35,705	0
61020	Salaries Part-Time	6,420	683	0	0
61040	Salaries Overtime	31,111	0	2,855	0
61100	Retirement-Employer Contrib	40,805	0	0	0
61110	Part-Time Retirement	137	0	0	0
61120	Medicare Insurance	2,682	0	0	0
61130	Health Insurance	20,316	0	0	0
61170	Retiree Health Benefits	(196)	0	5,760	0
61180	Worker Compensation Insurance	<u>18,401</u>	<u>0</u>	<u>0</u>	<u>0</u>
	SUBTOTAL PERSONNEL	309,613	683	44,320	0
62010	Communications	1,516	0	3,000	0
62120	Training, Transpo, Meeting	1,673	335	7,000	0
62140	Membership, Subscription & Dues	150	15	400	0
62300	Contract Svs-Professional	0	0	8,000	0
62501	Operating Lease Expense	<u>112,880</u>	<u>112,827</u>	<u>9,000</u>	<u>0</u>
	SUBTOTAL CONTRACTUAL	116,219	113,177	27,400	0
63001	Misc Office Expenses	<u>3,392</u>	<u>1,552</u>	<u>5,000</u>	<u>0</u>
	SUBTOTAL COMMODITIES	3,392	1,552	5,000	0
65010	Rental City Equipment	<u>34,320</u>	<u>34,320</u>	<u>29,472</u>	<u>0</u>
	SUBTOTAL FIXED CHARGES	34,320	34,320	29,472	0
66510	Computer Software	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>
	SUBTOTAL CAPITAL	0	0	0	0
	TOTAL	<u><u>463,544</u></u>	<u><u>149,733</u></u>	<u><u>106,192</u></u>	<u><u>0</u></u>

Class Code	AUTHORIZED PERSONNEL	ADOPTED FY 11-12		PROPOSED FY 12-13	
		Full Time	Part Time	Full Time	Part Time
03160	Deputy Fire Chief (3)	1.00		0.00	
03150	Fire Battalion Chief (1)	1.00		0.00	
03080	Fire Captain (2)	2.00		0.00	
		<u>4.00</u>		<u>0.00</u>	

GENERAL FUND

FIRE DEPARTMENT		ACCOUNTING UNIT			
Fire Maintenance		01115360			
Account Code	LINE ITEM RESOURCES	ACTUAL FY 09-10	ACTUAL FY 10-11	ADOPTED FY 11-12	PROPOSED FY 12-13
61000	Salaries Regular	222,835	75,868	238,109	0
61020	Salaries Part-Time	17,732	17,661	17,750	0
61040	Salaries Overtime	17,619	4,917	18,190	0
61100	Retirement-Employer Contrib	31,893	16,446	54,621	0
61105	Employee PERS Contribution	0	0	0	0
61110	Part-time Retirement	0	0	720	0
61120	Medicare Insurance	2,898	1,286	1,341	0
61130	Health Insurance	29,667	8,905	17,775	0
61170	Retiree Health Benefits	4,313	2,835	5,650	0
61180	Worker Compensation Insurance	25,021	11,650	24,569	0
	SUBTOTAL PERSONNEL	351,978	139,567	378,725	0
62000	Utilities	181,918	177,438	220,345	0
62010	Communications	1,388	1,524	2,000	0
62120	Training, Transpo, Meeting	0	0	350	0
62140	Membership, Subscription & Dues	0	0	0	0
62300	Contract Svs-Professional	196,659	131,275	126,000	0
62310	Janitori & Hsekeep	2,790	184	3,000	0
62320	Maintenance & Repair Buildings & Ground	1,065	504	0	0
62322	M & R Mach & Equip	19,371	0	0	0
	SUBTOTAL CONTRACTUAL	403,190	310,924	351,695	0
63000	Office Supplies	27	565		
63001	Misc Office Expenses	168,389	209,910	234,000	0
63010	Furniture & Office Equipment	1,201	5,651		0
63100	Uniforms & Tools	64,140	49,024	125,000	0
63101	Mechanic Tool Allowances	194	0		0
63200	Operating Materials & Supplies B & G	1,353	0		0
63202	Operating Materials & Supplies Equipment	24	0		0
	SUBTOTAL COMMODITIES	235,327	265,150	359,000	0
65010	Building Rental	0	105,440	105,540	0
65010	Rental City Equipment	69,015	54,455	64,632	0
	SUBTOTAL FIXED CHARGES	69,015	159,895	170,172	0
66200	Building Improvements	0	0	0	0
	SUBTOTAL CAPITAL	0	0	0	0
69801	IC Default Issue	0	0	0	0
	SUBTOTAL CAPITAL	0	0	0	0
	TOTAL	1,059,510	875,537	1,259,592	0

Class Code	AUTHORIZED PERSONNEL	ADOPTED FY 11-12		PROPOSED FY 12-13	
		Full Time	Part Time	Full Time	Part Time
03080	Fire Captain	2.00		0.00	
		<u>2.00</u>		<u>0.00</u>	

GENERAL FUND

FIRE DEPARTMENT Fiscal & Budget		ACCOUNTING UNIT 01115370			
Account Code	LINE ITEM RESOURCES	ACTUAL FY 09-10	ACTUAL FY 10-11	ADOPTED FY 11-12	PROPOSED FY 12-13
61000	Salaries Regular	304,463	119,694	124,600	0
61020	Salaries Part-Time	0	0	0	0
61040	Salaries Overtime	39	156	0	0
61100	Retirement-Employer Contrib	18,494	6,214	12,000	0
61120	Medicare Insurance	2,461	1,720	2,535	0
61130	Health Insurance	38,191	24,251	25,175	0
61170	Retiree Health Benefits	2,817	1,156	1,260	0
61180	Worker Compensation Insurance	3,167	1,246	4,055	0
	SUBTOTAL PERSONNEL	<u>369,633</u>	<u>154,437</u>	<u>169,625</u>	0
62000	Utilities	65	0		
62010	Communications	838	(36)	840	0
62120	Training, Transpo, Meeting	179	0	500	0
62140	Membership, Subscription & Dues	0	0	0	0
62300	Contract Svs-Professional	0	0	0	0
	SUBTOTAL CONTRACTUAL	<u>1,082</u>	<u>(36)</u>	<u>1,340</u>	0
63000	Office Supplies	23	0		
63001	Misc Office Expenses	642	17	1,000	0
	SUBTOTAL COMMODITIES	<u>665</u>	<u>17</u>	<u>1,000</u>	0
	TOTAL	<u><u>371,380</u></u>	<u><u>154,418</u></u>	<u><u>171,965</u></u>	<u><u>0</u></u>
Class Code	AUTHORIZED PERSONNEL	ADOPTED FY 11-12		PROPOSED FY 12-13	
		Full Time	Part Time	Full Time	Part Time
07090	Lead Accounting Assistant	1.00		0.00	
07010	Accounting Assistant	1.00		0.00	
		<u>2.00</u>		<u>0.00</u>	

**GENERAL FUND
DEPARTMENT RESOURCE SUMMARY**

PLANNING & BUILDING AGENCY

ACTIVITIES	ACTUAL FY 09-10	ACTUAL FY 10-11	ADOPTED FY 11-12	PROPOSED FY 12-13	
01116500 Administrative Services	1,467,058	1,488,382	1,843,922	1,800,980	
01116510 Planning Division	2,122,845	1,592,865	1,990,712	1,846,990	
01116520 New Construction	1,793,395	1,610,869	1,762,783	1,503,110	
01116530 Permits & Plan Check	1,272,945	1,254,617	1,278,920	1,138,210	
01116540 Community Preservation	1,113,215	762,099	775,984	900,785	
01116550 Proactive Rental Enforcement Program	738,345	506,513	670,896	508,315	
TOTAL	<u>8,507,804</u>	<u>7,215,345</u>	<u>8,323,217</u>	<u>7,698,390</u>	
OPERATING EXPENSE	ACTUAL FY 09-10	ACTUAL FY 10-11	ADOPTED FY 11-12	PROPOSED FY 12-13	
61000 Personnel	6,672,871	5,623,984	6,077,559	5,511,780	
62000 Contractual	836,631	731,229	1,152,232	1,150,910	
63000 Commodities	123,992	139,664	245,345	245,345	
65000 Fixed Charges	874,310	720,468	848,079	790,355	
66000 Capital	0	0	0	0	
67000 Debt Service	0	0	2	0	
TOTAL	<u>8,507,804</u>	<u>7,215,345</u>	<u>8,323,217</u>	<u>7,698,390</u>	
Class Code	AUTHORIZED PERSONNEL	ADOPTED FY 11-12		PROPOSED FY 12-13	
		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	0.90		0.85	
2380	Principal Plan Check Engineer	0.00		0.00	
2750	Community Preservation Manager	0.00		0.00	
2745	Community Preservation Coordinator	1.00		1.00	
1720	Management Analyst	1.00		0.00	
1200	Management Aide	1.00		0.00	
0150	Senior Management Analyst	0.00		1.00	
2250	Deputy Building Official/New Construction	1.00		0.00	
2380	Deputy Building Official/Plan Check	1.00		0.00	
7010	Accounting Assistant	1.00		1.00	
1410	Assistant Plan Check Engineer II	1.00		1.00	
2440	Assistant Planner II	1.00		2.00	
2280	Associate Plan Check Engineer	1.00		2.00	
0050	Planning Assistant	0.00		1.00	
2450	Associate Planner	6.55		6.35	
2300	Building Inspector	1.00		1.00	
6430	Combination Building Inspector	3.00		3.00	
2740	Community Preservation Inspector	16.00		15.00	
2780	Community Preservation Technician	0.00		2.00	
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	1.00	2.00	0.00
7320	Planning Commission Secretary	1.00		1.00	
	SUBTOTAL	<u>44.45</u>	<u>1.00</u>	<u>45.20</u>	<u>0.00</u>

**GENERAL FUND
DEPARTMENT RESOURCE SUMMARY**

PLANNING & BUILDING AGENCY

Class Code	AUTHORIZED PERSONNEL	ADOPTED FY 11-12		PROPOSED FY 12-13	
		Full Time	Part Time	Full Time	Part Time
2320	Plumbing Inspector	2.00		2.00	
0810	Principal Planner	1.85		1.85	
0060	Receptionist	0.00		0.00	
7270	Secretary	2.00		2.00	
7280	Senior Accounting Assistant	1.00		1.00	
7200	Permit Processor	0.00		2.00	
2330	Senior Building Inspector	1.00		0.00	
6431	Senior Combination Building Insp.	2.00		1.00	
0070	Sr. Community Preservation Inspector	4.00		4.00	
2340	Senior Electrical Inspector	1.00		1.00	
7330	Senior Office Assistant	5.95		4.95	
0330	Senior Plan Check Engineer	1.00		1.00	
2470	Senior Planner	2.75		2.00	
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
8000	Administrative Intern		0.00		2.00
8600	Student Intern		0.00		1.00
9780	Customer Service Clerk		2.00		1.00
9070	Senior Clerical Aide		1.00		1.00
	TOTAL	<u>71.00</u>	<u>5.00</u>	<u>70.00</u>	<u>6.00</u>
	SECTION 5: SPECIAL REVENUE				
31-505	Air Quality Improvement Trust Fund	<u>1.00</u>	<u>0.00</u>	<u>1.00</u>	<u>0.00</u>
		1.00	0.00	1.00	0.00
	TOTAL	<u>72.00</u>	<u>5.00</u>	<u>71.00</u>	<u>6.00</u>
	<i>Notes:</i>				
	<i>Remaining 1.00 positions are shown in Special Revenue Fund 31-505.</i>				
	<i>\$1,100,000 of AU 6540 funded by CDBG Fund 13518783 in FY 12-13</i>				

GENERAL FUND

PLANNING & BUILDING AGENCY
Administrative Services

PROGRAM
01116500

Statement of Purpose

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

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

SERVICE PROGRAM

PLANNING DIVISION:

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

BUILDING SAFETY DIVISION:

New Construction Section

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

Permits and Plan Check Section

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

COMMUNITY PRESERVATION DIVISION:

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

GENERAL FUND

PLANNING & BUILDING AGENCY		ACCOUNTING UNIT			
Administrative Services		01116500			
Account Code	LINE ITEM RESOURCES	ACTUAL FY 09-10	ACTUAL FY 10-11	ADOPTED FY 11-12	PROPOSED FY 12-13
61000	Salaries & Wages-Regular	369,088	423,568	464,104	422,555
61010	Retirement Payouts	0	0	0	0
61020	Salaries & Wages-Temporary	17,036	1,408	8,189	8,600
61040	Salaries & Wages-Overtime	0	0	0	0
61100	Retirement Plan	27,092	24,246	51,813	44,800
61110	Part-Time Retirement	0	53	0	325
61120	Medicare Insurance	4,624	5,246	5,850	5,350
61130	Employees Insurance	44,295	49,840	57,278	65,045
61170	Retiree Medical Insurance	3,214	4,044	6,599	6,130
61180	Compensation Insurance	7,304	7,752	8,452	7,860
62302	Other Personnel Services	0	0	0	0
	SUBTOTAL PERSONNEL	472,653	516,157	602,285	560,665
62010	Communications	3,957	3,717	10,045	10,045
62120	Training & Transportation	1,673	1,073	26,850	26,850
62140	Other Agency Services	1,963	930	1,830	1,830
62320	M&R Buildings & Grounds	0	0	5,340	5,340
62322	M&R Machinery & Equipment	12	570	28,000	28,000
62300	Other Contractual Services	5,085	3,488	101,265	101,265
62501	Lease Payments	413,975	414,644	415,505	414,185
62700	Auto Expense	4,500	6,000	6,000	6,000
	SUBTOTAL CONTRACTUAL	431,165	430,422	594,835	593,515
63000	Office Supplies	0	0	0	0
63001	Non-Consumable Items	0	0	0	0
63001	Operating Materials & Supplies	1,000	2,264	9,110	9,110
	SUBTOTAL COMMODITIES	1,000	2,264	9,110	9,110
65010	Rental, City Equipment	6,155	0	0	0
65100	Insurance (Risk Management)	203,070	171,814	203,070	203,070
65000	Building & Site Rental	353,015	367,724	434,620	434,620
	SUBTOTAL FIXED CHARGES	562,240	539,538	637,690	637,690
66400	Machinery & Equipment	0	0	0	0
66600	Books, Records & Video	0	0	0	0
63001	Computer Software	0	0	0	0
	SUBTOTAL CAPITAL	0	0	0	0
67200	Capitalized Lease Obligation	0	0	0	0
	SUBTOTAL DEBT SERVICE	0	0	2	0
	TOTAL	1,467,058	1,488,382	1,843,922	1,800,980

Class Code	AUTHORIZED PERSONNEL	ADOPTED FY 11-12		PROPOSED FY 12-13	
		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		0.00	
7280	Senior Accounting Assistant	1.00		1.00	
7010	Accounting Assistant	1.00		1.00	
1200	Management Aide	1.00		0.00	
0150	Senior Management Analyst	0.00		1.00	
8600	Student Intern		1.00		1.00
	TOTAL	6.00	1.00	5.00	1.00

GENERAL FUND

PLANNING & BUILDING AGENCY		PROGRAM		
Planning Division		01116510		
Statement of Purpose				
<p><i>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.</i></p> <p>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:</p> <ul style="list-style-type: none"> - 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 2011-2012				
<ul style="list-style-type: none"> * Adopted the Housing Opportunity Ordinance to provide for new affordable housing and implement the Housing Element. * Completed approvals for the Station District and Washington Courtyards projects to provide new affordable housing and implement the Transit Zoning Code. * Adopted a new Reasonable Accommodation Ordinance enabling people with disabilities to modify development standards to ensure equal opportunity to use and enjoy their home. 				
Action Plan for FY 2012-2013				
<ul style="list-style-type: none"> * Complete several advance planning projects including: Harbor Boulevard Corridor, General Plan Circulation Element update, new ordinance to address emergency shelters for the homeless to comply with SB2 and prepare the Housing Opportunity Ordinance procedures manual. * Improve customer service through the use of an automated queuing system at the Planning and Building counters. * Continue to expand the availability of services via the City's webpage. * Strive for a 35-day turn-around time for development review projects and a 24-hour phone call return time. 				
PERFORMANCE MEASURES	Actual	Actual	Estimated	Objective
	FY 09-10	FY 10-11	FY 11-12	FY 12-13
Service Levels				
No. of Planning Applications Reviewed	2,703	2,854	3,284	3,200
No. of Environmental Reviews	177	88	54	55
No. of Site Plan Reviews	52	45	42	50
No. of Historic Applications	45	20	11	15
No. of Certificate of Occupancy's Reviewed	1,122	1,101	939	1,050
No. of Customers Assisted at the Planning Counter	16,885	17,135	13,931	15,000
Efficiency				
Avg. No. of review days for DRC applications	33.5	34.6	36.5	35
% of DRC applications reviewed within 35-days	96.4%	83%	78%	100%
% of phone calls returned within 24-hours	95%	92%	88%	100%

GENERAL FUND

PLANNING & BUILDING AGENCY		ACCOUNTING UNIT			
Planning Division		01116510			
Account Code	LINE ITEM RESOURCES	ACTUAL FY 09-10	ACTUAL FY 10-11	ADOPTED FY 11-12	PROPOSED FY 12-13
61000	Salaries & Wages-Regular	1,510,896	1,177,467	1,223,983	1,096,250
61020	Salaries & Wages-Temporary	0	5,192	11,741	23,480
61040	Salaries & Wages-Overtime	24	0	0	0
61100	Retirement Plan	100,413	66,457	133,908	106,150
61110	Part-Time Retirement	203	220	440	880
61120	Medicare Insurance	18,350	15,480	16,190	14,595
61130	Employees Insurance	159,251	144,827	157,777	174,460
61170	Retiree Medical Insurance	20,985	10,854	15,303	7,060
61180	Compensation Insurance	22,816	19,429	20,694	19,130
62302	Other Personnel Services	6,436	6,050	20,800	20,800
	SUBTOTAL PERSONNEL	1,839,373	1,445,975	1,600,836	1,462,805
62010	Communications	21,764	22,619	28,795	28,795
62120	Training & Transportation	4,187	2,241	24,910	24,910
62200	Advertising	5,721	2,403	43,085	43,085
62140	Membership, Subscription & Dues	5,859	6,349	7,405	7,405
62322	M&R Machinery & Equipment	900	398	1,050	1,050
62300	Other Contractual Services	171,542	49,208	140,712	140,710
62600	Parking Validation	2,982	3,134	1,830	1,830
62700	Auto Expense	2,650	3,500	2,400	2,400
	SUBTOTAL CONTRACTUAL	215,606	89,851	250,187	250,185
63001	Operating Materials & Supplies	54,434	50,114	126,525	126,525
63100	Uniforms & Tools	553	0	0	0
	SUBTOTAL COMMODITIES	54,987	50,114	126,525	126,525
65010	Equipment Rental, City	12,880	6,925	13,164	7,475
	SUBTOTAL FIXED CHARGES	12,880	6,925	13,164	7,475
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	2,122,845	1,592,865	1,990,712	1,846,990
Class Code	AUTHORIZED PERSONNEL	ADOPTED FY 11-12		PROPOSED FY 12-13	
		Full Time	Part Time	Full Time	Part Time
2500	Planning Manager *	0.90		0.85	
0810	Principal Planner*	1.85		1.85	
2470	Senior Planner*	2.75		2.00	
2450	Associate Planner * **	6.55		6.35	
2440	Assistant Planner II	1.00		2.00	
0050	Planning Assistant	0.00		1.00	
7320	Planning Commission Secretary	1.00		1.00	
7330	Senior Office Assistant *	0.95		0.95	
8000	Administrative Intern		0.00		2.00
9090	Clerk Typist II		0.00		0.00
	TOTAL	15.00	0.00	16.00	2.00

* 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 2011-2012				
<ul style="list-style-type: none"> * Conducted over 22,000 New Construction and Occupancy inspections. * Initiated implementation of the New Construction Policies and Procedure Manual * Partnered with PWA to successfully convert Diamond Park and Catalina water well fed communities to the city infrastructure * Serviced CDA major projects such as Santa Ana Station District Phase I, Habitat for Humanity, C&C Development * Serviced major projects that assisted in providing increased local employment such as Yost Theatre remodel, Ricoh and Medtronic. 				
Action Plan for FY 2012-2013				
<ul style="list-style-type: none"> * Maximize inspection efficiency and outreach to our customers through a balance of residential combination and commercial specialty inspections. * Implement Online Inspection Scheduling web service application. 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. * Successfully integrate the Orange County Fire Authority in the field inspection process; 				
PERFORMANCE MEASURES	Actual	Actual	Estimated	Objective
	FY 09-10	FY 10-11	FY 11-12	FY 12-13
Service Levels				
Total Inspections	22,098	22,579	19,713	21,146
Certificate of Occupancy Inspections	3,085	1,834	1,506	1,670
Training (employee hours)	833	850	900	1,100

GENERAL FUND

PLANNING & BUILDING AGENCY		ACCOUNTING UNIT			
New Construction		01116520			
Account Code	LINE ITEM RESOURCES	ACTUAL FY 09-10	ACTUAL FY 10-11	ADOPTED FY 11-12	PROPOSED FY 12-13
61000	Salaries & Wages-Regular	1,252,596	1,115,452	1,114,635	946,230
61020	Salaries & Wages-Temporary	41,377	49,316	39,465	39,465
61040	Salaries & Wages-Overtime	363	20,149	48,045	48,045
61100	Retirement Plan	83,314	55,123	117,980	85,340
61110	Part-Time Retirement	1,275	1,663	1,480	1,480
61120	Medicare Insurance	17,589	16,753	15,275	14,295
61130	Employees Insurance	140,649	148,434	178,785	156,175
61170	Retiree Health Benefits	18,321	10,336	12,185	7,770
61180	Compensation Insurance	61,238	55,213	57,815	58,310
62302	Other Personnel Services	0	0	32,790	32,790
	SUBTOTAL PERSONNEL	<u>1,616,722</u>	<u>1,472,439</u>	<u>1,618,455</u>	<u>1,389,900</u>
62010	Communications	19,513	18,830	22,540	22,540
62120	Training & Transportation	4,630	795	7,370	7,370
62140	Membership, Subscription & Dues	1,350	770	550	550
62322	M&R Machinery & Equipment	0	222	835	835
62300	Other Contractual Services	30,920	24,931	22,760	22,760
	SUBTOTAL CONTRACTUAL	<u>56,413</u>	<u>45,548</u>	<u>54,055</u>	<u>54,055</u>
63200	Operating Buildings & Grounds	0	0	0	0
63001	Operating Materials & Supplies	11,740	17,885	24,045	24,045
	SUBTOTAL COMMODITIES	<u>11,740</u>	<u>17,885</u>	<u>24,045</u>	<u>24,045</u>
65010	Equipment Rental, City	108,520	74,997	66,228	35,110
	SUBTOTAL FIXED CHARGES	<u>108,520</u>	<u>74,997</u>	<u>66,228</u>	<u>35,110</u>
66400	Machinery & Equipment	0	0	0	0
66600	Books, Records & Films	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>
	TOTAL	<u><u>1,793,395</u></u>	<u><u>1,610,869</u></u>	<u><u>1,762,783</u></u>	<u><u>1,503,110</u></u>

Class Code	AUTHORIZED PERSONNEL	ADOPTED FY 11-12		PROPOSED FY 12-13	
		Full Time	Part Time	Full Time	Part Time
0940	Building Safety Manager	1.00		1.00	
2250	Deputy Bldg. Official/New Construction	1.00		0.00	
2330	Senior Building Inspector	1.00		0.00	
2300	Building Inspector	1.00		1.00	
6431	Senior Combination Bldg. Inspector	2.00		1.00	
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		0.00	
9070	Senior Clerical Aide		1.00		0.00
9042	Account Clerk II		1.00		1.00
	TOTAL	<u>17.00</u>	<u>2.00</u>	<u>13.00</u>	<u>1.00</u>

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 2011-2012				
<ul style="list-style-type: none"> * The Permits and Plan Check Section processed approximately 6,800 permits, reviewed more than 3,300 projects and assisted more than 13,000 customers. * It continued to maintain a highly competent plan check engineering staff by encouraging seminar training based on the newly adopted California Building Code and CalGreen Building Code Standards. * Processed, reviewed and case managed several major projects including: Vista del Rio, Santa Ana Station District, Habitat for Humanity, C&C Development, Yost Theatre remodel, Ricoh, Medtronic and One-Broadway Plaza. 				
Action Plan for FY 2012-13				
<ul style="list-style-type: none"> * Continue to participate in the emergency response plan for the Planning and Building Agency. * Initiate studies in work flow and processes to optimize service and enhance the customer experience. * Continue to provide adequate staffing of plan check engineers to ensure timely turn-around time. * Integrate the Orange County Fire Authority in the permit and plan check process, developing processes and procedures to assure a smooth transition and comprehensive level of permit and plan check services for customers. 				
PERFORMANCE MEASURES	Actual	Actual	Estimated	Objective
	FY 09-10	FY 10-11	FY 11-12	FY 12-13
Service Levels				
# of building plans checked	990	966	1,553	1,495
# of building permits issued	2,035	2,353	2,285	2,319
# of electrical plans checked	390	452	975	714
# of electrical permits issued	1,606	1,869	1,689	1,779
# of plumbing plans checked	89	133	639	386
# of plumbing permits issued	856	1,017	1,172	1,095
# of mechanical-solar plans checked	92	151	644	398
# of mechanical-solar permits issued	723	917	1,097	1,007
# of occupancy permits issued	3,085	1,092	932	1,012
# of grading permits issued	15	13	28	21
EFFICIENCY				
# of plans checked within 72 hours	537	738	675	449
% of plans checked within 72 hours	32%	27%	27%	30%
EFFECTIVENESS				
% of total building plans completed within 3 weeks	74.2%	80.0%	87%	93%

GENERAL FUND

PLANNING & BUILDING AGENCY		ACCOUNTING UNIT			
Permits & Plan Check		01116530			
Object Code	LINE ITEM RESOURCES	ACTUAL FY 09-10	ACTUAL FY 10-11	ADOPTED FY 11-12	PROPOSED FY 12-13
61000	Salaries & Wages-Regular	952,219	874,594	815,250	766,160
61020	Salaries & Wages-Temporary	21,641	28,769	67,670	20,180
61040	Salaries & Wages-Overtime	30,181	64,385	20,000	0
61100	Retirement Plan	65,768	45,849	87,435	63,965
61110	Part-Time Retirement	0	72	2,540	755
61120	Medicare Insurance	13,138	12,153	11,470	11,400
61130	Employees Insurance	82,585	77,628	94,175	91,285
61170	Retiree Medical Insurance	14,217	7,604	9,420	7,660
61180	Compensation Insurance	13,584	13,190	12,425	8,180
62302	Other Personnel Services	0	0	0	0
	SUBTOTAL PERSONNEL	1,193,333	1,124,244	1,120,385	969,585
62010	Communications	14,642	15,491	17,420	17,420
62120	Training & Transportation	4,379	2,200	8,225	8,225
62140	Membership, Subscription & Dues	1,683	2,890	3,775	3,775
62322	M&R Machinery & Equipment	420	154	3,480	3,480
62300	Other Contractual Services	38,182	82,456	89,435	89,435
	SUBTOTAL CONTRACTUAL	59,306	103,191	122,335	122,335
63000	Office Supplies	205	1,416	0	0
63001	Non-Consumable Items	0	0	0	0
63001	Operating Materials & Supplies	20,102	25,766	36,200	36,200
	SUBTOTAL COMMODITIES	20,306	27,182	36,200	36,200
65010	Equipment Rental, City	0	0	0	10,090
	SUBTOTAL FIXED CHARGES	0	0	0	10,090
66600	Books, Records & Films	0	0	0	0
66400	Machinery & Equipment	0	0	0	0
66510	Computer Software	0	0	0	0
	SUBTOTAL CAPITAL	0	0	0	0
	TOTAL	1,272,945	1,254,617	1,278,920	1,138,210

Class Code	AUTHORIZED PERSONNEL	ADOPTED FY 11-12		PROPOSED FY 12-13	
		Full Time	Part Time	Full Time	Part Time
2040	Deputy Building Official/Plan Check	1.00		0.00	
0330	Senior Plan Check Engineer	1.00		1.00	
2280	Associate Plan Check Engineer	1.00		2.00	
1410	Assistant Plan Check Engineer II	1.00		1.00	
2590	Permit Supervisor	1.00		1.00	
2580	Permit Technician	2.00	1.00	2.00	0.00
7200	Permit Processor	0.00		2.00	
7330	Senior Office Assistant	2.00		2.00	
9780	Customer Service Clerk		2.00		2.00
	TOTAL	9.00	3.00	11.00	2.00

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 2011-2012				
<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 and contract graffiti company to eliminate graffiti from public and private properties. * Joined with the Police Department and City Attorneys Office to enforce the City's ban on medical marijuana dispensaries. 				
Action Plan for FY 2012-2013				
<ul style="list-style-type: none"> * Focus on reaching 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. * Expand 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 09-10	FY 10-11	FY 11-12	FY 12-13
Service Levels				
Number of Notices of Violations issued	446	410	371	391
Number of citations issued	5,332	4,944	2,961	3,953
Number of complaints recorded (citizen)	6,492	6,875	6,896	6,886
Number of observed complaints (inspectors)	8,925	4,913	2,498	4,552
Number of violations recorded	15,417	11,788	9,394	11,438
Number of inspections conducted	23,126	20,040	15,970	19,712

GENERAL FUND

PLANNING & BUILDING AGENCY		ACCOUNTING UNIT			
Community Preservation		01116540			
Account Code	LINE ITEM RESOURCES	ACTUAL FY 09-10	ACTUAL FY 10-11	ADOPTED FY 11-12	PROPOSED FY 12-13
61000	Salaries & Wages-Regular	702,792	480,602	432,295	555,110
61020	Salaries & Wages-Temporary	0	0	0	0
61040	Salaries & Wages-Overtime	196	(980)	5,000	5,000
61100	Retirement Plan	38,884	25,088	24,080	48,350
61120	Medicare Insurance	7,849	5,717	3,080	7,615
61130	Employees Insurance	98,019	85,128	75,635	68,995
61170	Retiree Medical Insurance	8,339	5,493	3,025	4,055
61180	Compensation Insurance	11,851	9,888	4,520	9,350
62302	Other Personnel Services	6,308	5,725	0	0
	SUBTOTAL PERSONNEL	874,238	616,660	547,635	698,475
62010	Communications	20,475	19,371	36,045	36,045
62120	Training & Transportation	7,050	3,225	11,750	11,750
62200	Advertising	0	0	0	0
62140	Membership, Subscription & Dues	0	0	14,350	14,350
62322	M&R Machinery & Equipment	439	1,166	395	395
62300	Other Contractual Services	42,742	35,126	28,285	28,285
62302	Other Personnel Services	-	0	30,000	30,000
	SUBTOTAL CONTRACTUAL	70,706	58,888	120,825	120,825
63000	Office Supplies	2,119	0	0	0
63200	Operating M & S Bldgs & Grounds	0	0	0	0
63001	Operating Materials & Supplies	29,817	38,518	35,200	35,200
	SUBTOTAL COMMODITIES	31,936	38,518	35,200	35,200
65010	Equipment Rental, City	136,335	48,033	72,324	46,285
65400	Indirect Cost	0	0	0	0
	SUBTOTAL FIXED CHARGES	136,335	48,033	72,324	46,285
66400	Machinery & Equipment	0	0	0	0
66600	Books, Records & Video	0	0	0	0
63001	Computer Software	0	0	0	0
	SUBTOTAL CAPITAL	0	0	0	0
	TOTAL	1,113,215	762,099	775,984	900,785

Class Code	AUTHORIZED PERSONNEL	ADOPTED FY 11-12		PROPOSED FY 12-13	
		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		11.00	
2780	Community Preservation Technician	0.00		2.00	
9800	Combination Inspector (P/T)		0.00		0.00
7270	Secretary	1.00		1.00	
7330	Senior Office Assistant	2.00		1.75	
	TOTAL	19.00	0.00	19.75	0.00

\$1,250,000 in salary and benefits funded by CDBG Fund 135.

GENERAL FUND

PLANNING & BUILDING AGENCY
Proactive Rental Enforcement Program

PROGRAM
01116550

Statement of Purpose

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

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

Accomplishments in FY 2011-2012

- * 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.
- * Successfully extended PREP program for an additional 4-years.

Action Plan for FY 2012-2013

- * 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 09-10	FY 10-11	FY 11-12	FY 12-13
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			
Account Code	LINE ITEM RESOURCES	ACTUAL FY 09-10	ACTUAL FY 10-11	ADOPTED FY 11-12	PROPOSED FY 12-13
61000	Salaries & Wages-Regular	545,358	366,439	478,768	313,705
61040	Salaries & Wages-Overtime	(13)	1,259	1,000	1,000
61100	Retirement Plan	35,662	18,737	39,435	26,190
61120	Medicare Insurance	5,097	1,375	1,520	1,790
61130	Employees Insurance	75,070	51,491	57,470	79,550
61170	Retiree Medical Insurance	7,949	3,507	3,800	3,135
61180	Compensation Insurance	7,430	5,701	5,970	4,980
62302	Other Personnel Services	0	0	0	0
	SUBTOTAL PERSONNEL	<u>676,553</u>	<u>448,509</u>	<u>587,963</u>	<u>430,350</u>
62010	Communications	1,635	1,452	4,075	4,075
62120	Training & Transportation	0	0	1,065	1,065
62140	Membership, Subscription & Dues	0	0	405	405
62322	M&R Machinery & Equipment	0	78	110	110
62300	Other Contractual Services	1,800	1,800	4,340	4,340
	SUBTOTAL CONTRACTUAL	<u>3,435</u>	<u>3,330</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	4,023	3,700	14,265	14,265
	SUBTOTAL COMMODITIES	<u>4,023</u>	<u>3,700</u>	<u>14,265</u>	<u>14,265</u>
65010	Equipment Rental, City	20,970	17,609	25,308	20,340
65220	Treasury Service Charge	33,365	33,365	33,365	33,365
	SUBTOTAL FIXED CHARGES	<u>54,335</u>	<u>50,974</u>	<u>58,673</u>	<u>53,705</u>
	TOTAL	<u><u>738,345</u></u>	<u><u>506,513</u></u>	<u><u>670,896</u></u>	<u><u>508,315</u></u>
				0	
Class Code	AUTHORIZED PERSONNEL	ADOPTED FY 11-12		PROPOSED FY 12-13	
		Full Time	Part Time	Full Time	Part Time
0070	Senior Community Pres. Inspector	1.00		1.00	
2360	Community Preservation Inspector II	0.00		0.00	
2740	Community Preservation Inspector	4.00		4.00	
2580	Permit Technician	0.00		0.00	
7330	Senior Office Assistant	0.00		0.25	
	TOTAL	<u>5.00</u>	<u>0.00</u>	<u>5.25</u>	<u>0.00</u>

**GENERAL FUND
DEPARTMENT RESOURCE SUMMARY**

PUBLIC WORKS AGENCY					
ACTIVITIES	ACTUAL FY 09-10	ACTUAL FY 10-11	PROJECTED FY 11-12	PROPOSED FY 12-13	
01117610 Trans Planning & Project Management	1,274,001	1,750,955	1,274,000	1,717,200	
01117620 Traffic Signal Maintenance	155,101	279	0	0	
01117625 Roadway Markings & Signs	693,729	651,587	581,365	577,420	
01117630 Street Lighting	2,876,557	2,767,756	2,818,635	2,822,580	
01117660 Roadway Maintenance	33,825	0	0	0	
TOTAL	5,033,212	5,170,577	4,674,000	5,117,200	
OPERATING EXPENSE	ACTUAL FY 09-10	ACTUAL FY 10-11	PROJECTED FY 11-12	PROPOSED FY 12-13	
61000 Personnel	99,995	6,069	0	107,480	
62000 Contractual	4,241,099	4,519,841	4,024,810	4,567,395	
63000 Commodities	79,784	280,878	130,000	208,400	
65000 Cross Charges	174,450	331,065	285,765	142,325	
66000 Capital	437,884	32,724	233,425	91,600	
TOTAL	5,033,212	5,170,577	4,674,000	5,117,200	
Class Code	AUTHORIZED PERSONNEL	ADOPTED FY 11-12		PROPOSED FY 12-13	
		Full Time	Part Time	Full Time	Part Time
6140	Projects Manager	0.00		0.30	
4280	Street Lighting Maintenance Worker	0.00		1.00	
	TOTAL GENERAL FUND	0.00	0.00	1.30	0.00
OTHER DEPARTMENT FUNDING					
05617640	Sewer Services	14.70	3.25	14.70	3.25
05717640	Federal Clean Water Enterprise	4.95	0.25	5.20	1.00
06017640	Water Production & Supply	8.00	4.00	8.00	4.00
06017641	Water Systems Maintenance	13.00	3.00	13.00	3.00
06017644	Water Quality & Measurement	8.30	3.00	8.30	3.00
06017645	Water Admin & Engineering	5.25	4.00	5.00	4.00
08617610	Transportation	1.55	1.00	0.00	0.00
08617611	Construction Engineering	11.25	7.00	8.15	7.00
08617612	Design Engineering	11.95	7.00	13.95	7.00
08617620	Traffic & Transportation	11.10	12.00	11.30	12.00
06917640	Refuse Collection	3.00	0.25	3.00	0.25
06817640	Environmental Sanitation	5.50	5.25	10.50	5.50
06817641	Roadway Cleaning	22.00	0.00	7.00	0.00
06817642	Graffiti Abatement	1.00	7.00	1.50	2.00
06817643	Street Trees	13.00	3.00	14.00	3.00
10117601	Administrative Services	23.00	6.00	21.00	5.00
10117605	Development Engineering	5.45	2.00	5.10	3.00
	TOTAL OTHER FUNDING	163.00	68.00	149.70	63.00
	TOTAL ALL FUNDING SOURCES	163.00	68.00	151.00	63.00

GENERAL FUND

PUBLIC WORKS AGENCY		ACCOUNTING UNIT			
Transportation Planning & Project Management		01117610			
ACCOUNT Code	LINE ITEM RESOURCES	ACTUAL FY 09-10	ACTUAL FY 10-11	ADOPTED FY 11-12	PROPOSED FY 12-13
62251	Other Agency Services	1,274,001	1,750,955	1,274,000	1,717,200
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	SUBTOTAL CONTRACTUAL	1,274,001	1,750,955	1,274,000	1,717,200
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	TOTAL	1,274,001	1,750,955	1,274,000	1,717,200
		=====	=====	=====	=====

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

GENERAL FUND

PUBLIC WORKS AGENCY		FUND NG UNIT			
Traffic Signal Maintenance		01117620			
Account Code	LINE ITEM RESOURCES	ACTUAL FY 09-10	ACTUAL FY 10-11	ADOPTED FY 11-12	PROPOSED FY 12-13
62000	Utilities	0	0	0	0
62010	Communication	0	0	0	0
62300	Contract Services - Professional	0	0	0	0
62321	M&R Improvements	155,091	0	0	0
	SUBTOTAL CONTRACTUAL	----- 155,091	----- 0	----- 0	----- 0
63001	Miscellaneous Operating Expenses	10	279	0	0
	SUBTOTAL COMMODITIES	----- 10	----- 279	----- 0	----- 0
	TOTAL	155,101 =====	279 =====	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
Roadway Markings & Signs

PROGRAM
01117625

Statement of Purpose

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

Accomplishments in FY 10-11 & FY 11-12

FY 10-11

- * 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.

FY 11-12

- * Conducted signage regulation training to assist in research and selection of most efficient traffic and sign management system based on our resources.
- * Researched GIS-based traffic inventory systems used by other communities with traffic engineering and worked on recommendation to management for selection.
- * Inventoried and collected data of traffic signs and replaced signs in 12 neighborhoods, 19% of city.
- * Monitored work given to contractor, ensured striping and markings were not repainted in areas under other City construction projects.
- * Awarded new contract for roadway markings and sign maintenance, and renewed contract for guardrail/fencing
- * Reduced signage installations where determined unnecessary and utilized savings for additional signage programs; e.g., this effort saved the City approximately \$600, or 45 percent, in costs on one Floral Park sign project and will continue to save the costs on signage.

Action Plan for FY 12-13

- * Monitor striping contractor measurements for accurate billing by verifying field measurements and performing quality control.
- * Develop a method to monitor traffic sign retroreflectivity.
- * Collaborate with Engineering Services post-construction to reduce construction errors with signs and markings.

PERFORMANCE MEASURES	Actual	Actual	Estimated	Objective
	FY 09-10	FY 10-11	FY 11-12	FY 12-13
Service Level				
Striping (all types - linear feet)	2,550,000	1,750,000	2,000,000	2,000,000
# of painted legends	19,000	4,500	10,000	15,000
# of painted curbs	56,000	178,000	40,000	50,000
# of signs repaired/replaced	2,679	4,200	7,000	8,000
# painted arrows	3,875	2,460	3,000	3,000

GENERAL FUND

PUBLIC WORKS AGENCY		ACCOUNTING UNIT			
Roadway Markings & Signs		01117625			
Account Code	LINE ITEM RESOURCES	ACTUAL FY 09-10	ACTUAL FY 10-11	ADOPTED FY 11-12	PROPOSED FY 12-13
61000	Salaries Regular	68,591	177	0	0
61040	Salaries Overtime	2,758	5,505	0	0
61100	Retirement-Employer Contribution	4,481	11	0	0
61120	Medicare Insurance	1,016	4	0	0
61130	Health Insurance	12,332	34	0	0
61170	Retiree Health Benefits	1,060	0	0	0
61180	Workers' Compensation Insurance	9,757	36	0	0
	SUBTOTAL PERSONNEL	99,995	5,767	0	0
62300	Contract Services - Professional	505,996	488,462	455,275	455,275
	SUBTOTAL CONTRACTUAL	505,996	488,462	455,275	455,275
63001	Miscellaneous Operating Expenses	56,837	88,873	100,000	100,000
	SUBTOTAL COMMODITIES	56,837	88,873	100,000	100,000
65010	Rental City Equipment	30,900	33,180	0	0
65240	Public Works Admin Charges	0	35,305	26,090	22,145
	SUBTOTAL CROSS CHARGES	30,900	68,485	26,090	22,145
	TOTAL	693,729	651,587	581,365	577,420

GENERAL FUND

PUBLIC WORKS AGENCY
Street Lighting

PROGRAM
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 10-11 & FY 11-12

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.

FY 11-12

- * Continued retrofit of obsolete incandescent street lights.
- * Retrofitted 253 streetlights with energy-efficient LED street lights.
- * Monitored and evaluated LED energy usage on street light pilot projects.
- * Continued investigation of energy-saving devices for implementation on City-owned lighting.
- * Continued plan review of all new projects that include new street lighting.
- * Completed updating inventory of City-owned street lights.
- * Completed repainting of all antique streetlight poles on Main Street.

Action Plan for FY 12-13

- * Research funding sources for replacing safety lights with energy efficient LED technology.
- * Complete retrofit of obsolete incandescent street lights.
- * Continue plan review of all new projects that include new street lighting.
- * Continue investigation of energy-saving devices for implementation on City-owned lighting.

PERFORMANCE MEASURES	Actual	Actual	Estimated	Objective
	FY 09-10	FY 10-11	FY 11-12	FY 12-13
Service Level				
# of Edison-owned lights - LS-1	11,414	11414	11,426	11,430
# of City-owned lights - metered - LS-3	1,630	1630	1,451	1,481
# of City-owned lights - unmetered - LS-2	875	986	994	1,010
Efficiency				
% of outages evaluated and referred for repair within 24 hours	100	100	95	100
Average # of days to repair outages by contractor	3	3	3	2
Annual energy costs for street lighting (\$)	2,147,375	2,145,345	2,164,345	2,205,535

GENERAL FUND

PUBLIC WORKS AGENCY		ACCOUNTING UNIT			
Street Lighting		01117630			
Account Code	LINE ITEM RESOURCES	ACTUAL FY 09-10	ACTUAL FY 10-11	ADOPTED FY 11-12	PROPOSED FY 12-13
61000	Salaries Regular	0	0	0	77,755
61020	Salaries Part-Time	0	0	0	0
61040	Salaries Overtime	0	302	0	0
61100	Retirement-Employer Contribution	0	0	0	6,490
61110	Part-Time Retirement	0	0	0	0
61120	Medicare Insurance	0	0	0	735
61130	Health Insurance	0	0	0	19,940
61170	Retiree Health Benefits	0	0	0	780
61180	Workers Compensation Insurance	0	0	0	1,780
	SUBTOTAL PERSONNEL	0	302	0	107,480
62000	Utilities	2,156,278	2,187,820	2,205,535	2,304,920
62300	Contract Services - Professional	0	0	0	0
62321	M&R Improvement	117,579	92,605	90,000	90,000
	SUBTOTAL CONTRACTUAL	2,273,857	2,280,425	2,295,535	2,394,920
63001	Miscellaneous Operating Expenses	21,267	191,726	30,000	108,400
	SUBTOTAL COMMODITIES	21,267	191,726	30,000	108,400
65100	Insurance Charges	143,550	143,550	143,550	77,230
65240	Public Works Admin Charges	0	119,030	116,125	42,950
	SUBTOTAL CROSS CHARGES	143,550	262,580	259,675	120,180
66220	Improvements Other Than Buildings	437,884	32,724	233,425	91,600
	SUBTOTAL CAPITAL	437,884	32,724	233,425	91,600
	TOTAL	<u>2,876,557</u>	<u>2,767,756</u>	<u>2,818,635</u>	<u>2,822,580</u>
Class Code	AUTHORIZED PERSONNEL	ADOPTED FY 11-12		PROPOSED FY 12-13	
		Full Time	Part Time	Full Time	Part Time
6140	Projects Manager	0.00		0.30	
4280	Street Lighting Maintenance Worker	0.00		1.00	
	TOTAL	<u>0.00</u>	<u>0.00</u>	<u>1.30</u>	<u>0.00</u>

GENERAL FUND

PUBLIC WORKS AGENCY		ACCOUNTING UNIT			
Roadway Maintenance		01117660			
Account Code	LINE ITEM RESOURCES	ACTUAL FY 09-10	ACTUAL FY 10-11	ADOPTED FY 11-12	PROPOSED FY 12-13
62300	Contract Services - Professional	32,155	0	0	0
	SUBTOTAL CONTRACTUAL	----- 32,155	----- 0	----- 0	----- 0
63001	Miscellaneous Operating Expenses	1,670	0	0	0
	SUBTOTAL COMMODITIES	----- 1,670	----- 0	----- 0	----- 0
	TOTAL	----- 33,825 =====	----- 0 =====	----- 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			
Account Code	LINE ITEM RESOURCES	ACTUAL FY 09-10	ACTUAL FY 10-11	PROJECTED FY 11-12	PROPOSED FY 12-13
REVENUES:					
50054	CATV PEG Access Support	0	0		0
58000	Earnings on Investment	0	936	0	0
		-----	-----	-----	-----
		0	936	0	0
EXPENDITURES:					
62300	Contract Services - Professional	0	0	53,900	0
	SUBTOTAL CONTRACTUAL	0	0	53,900	0
63001	Misc Office Expense	0	4,560	45,100	57,890
	SUBTOTAL COMMODITIES	0	4,560	45,100	57,890
66400	Machinery & Equipment	0	2,151	0	0
	SUBTOTAL COMMODITIES	0	2,151	0	0
	TOTAL	=====	6,712	99,000	57,890
		=====	=====	=====	=====
Class Code	AUTHORIZED PERSONNEL	APPROVED FY 11-12		PROPOSED FY 12-13	
		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		ACCOUNT UNIT			
Parks and Recreation Special Revenue Fund		02213200			
Account Code	LINE ITEM RESOURCES	ACTUAL FY 09-10	ACTUAL FY 10-11	PROJECTED FY 11-12	PROPOSED FY 12-13
REVENUES					
57382	Donation-Tierra de las Pampas	0	0	0	0
57381	FOSAZ Revenues	26,396	0	0	0
57081	Gifts and Donations	63,035	102,131	0	0
57010	Miscellaneous Recoveries	70,750	53,145	0	0
58000	Earnings on Investment	5,039	2,990	0	0
		<u>165,220</u>	<u>158,266</u>	<u>0</u>	<u>0</u>
EXPENDITURES					
68000	Transfer to General Fund	0	217,203	0	0
62120	Training and Transportation	301	0	0	0
62300	Contract Svcs. - Professional	102,594	62,115	142,150	176,700
63001	Misc. Office Expenses	80,351	60,801	142,150	176,700
66220	Improvements Other than Buildings	165,399	7,746	0	0
		<u>348,645</u>	<u>347,865</u>	<u>284,300</u>	<u>353,400</u>
TOTAL ANTICIPATED EXPENDITURES					
Class Code	AUTHORIZED PERSONNEL	APPROVED FY 11-12		PROPOSED FY 12-13	
		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.					
		ACTUAL	ACTUAL	ADOPTED	PROPOSED
		FY 09-10	FY 10-11	FY 11-12	FY 12-13
REVENUES					
51 CAPITAL OUTLAY FUND					
57010	Miscellaneous Recoveries	338,694	437,310	521,808	534,335
53317	Soccer Field Surcharge	80,577	9,217	37,675	0
57960	Rental of Property	424,930	423,500	0	0
58004	Interest from Constr Fund	19,936	14,101	0	0
58005	Interest Income Trustee	2,632	859	0	0
59000	Transfer from Fund 11	0	43,953	0	0
TOTAL CAPITAL OUTLAY FUND REVENUES		866,769	928,940	559,483	534,335
EXPENDITURES					
05105015 Non Departmental					
66220	Improvements Other Than Buildings	4,448	68,230	0	0
6710	Interest-Debt Service	(1,228)	0	0	0
		3,220	68,230	0	0
5113263 Park Improvements					
66220	Improvements Other Than Buildings	195,992	157,032	1,952,070	1,819,530
68000-11	Trans. To Fund 11	348,315	0	344,175	344,175
68010	Loan Payment to Fund 011	0	801,972	0	0
		544,307	959,004	2,296,245	2,163,705
TOTAL CAPITAL OUTLAY EXPENDITURES		547,527	1,027,234	2,296,245	2,163,705
PROJECTS					
Synthetic Soccer Field Improvements					418,215
Park Improvements (Cell Tower)					417,280
Deferred Maintenance					896,035
State Building Improvements					88,000
TOTAL PROJECTS					1,819,530

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 09-10	ACTUAL FY 10-11	PROJECTED FY 11-12	PROPOSED FY 12-13
REVENUES					
57960	Rental of Property	15,000	0	0	0
58000	Earning on Investment	0	6,185	0	3,000
59000-11	Transfer from Fund 011	450,000	283,160	400,000	0
	TOTAL	<u>465,000</u>	<u>289,345</u>	<u>400,000</u>	<u>3,000</u>
EXPENDITURES					
61000	Salaries Regular	0	0	0	126,355
61020	Salaries Part-Time	0	0	0	9,000
61040	Salaries Overtime	0	269	0	0
61100	Retirement-Employer Contribution	0	0	0	13,985
61110	Part-Time Retirement	0	0	0	780
61120	Medicare Insurance	0	0	0	1,965
61130	Health Insurance	0	0	0	21,640
61170	Retiree Health Benefits	0	0	0	625
61180	Worker Compensation Insurance	0	0	0	3,075
	SUBTOTAL PERSONNEL	0	269	0	177,425
62000	Utilities	16,520	12,940	30,000	15,000
62251	Other Agency Services	0	0	0	60,000
62300	Contract Services-Professional	310,414	302,942	370,000	171,220
	SUBTOTAL CONTRACTUAL	326,934	315,882	400,000	246,220
63001	Misc. Office Expenses	418	0	0	3,005
	SUBTOTAL COMMODITIES	418	0	0	3,005
65000	Building Rental	0	0	0	6,150
65010	Rental City Equipment	0	0	0	1,495
65040	Computer Services Charge	0	0	0	65
65050	IS Strategic Plan	0	0	0	2,545
65100	Insurance Charges	0	0	0	4,210
65400	Indirect Costs	139	37	0	11,885
	SUBTOTAL FIXED CHARGES	139	37	0	26,350
66220	Improvements Other Than Buildings	3,527	0	0	0
	SUBTOTAL CAPITAL	3,527	0	0	0
	TOTAL	<u>331,018</u>	<u>316,188</u>	<u>400,000</u>	<u>453,000</u>
Class Code	AUTHORIZED PERSONNEL	ADOPTED FY 11-12		PROPOSED FY 12-13	
		Full Time		Full Time	
2491	Deputy City Manager for Dev Services	0.00		0.05	
2865	Asst Director of Community Development	0.00		0.20	
	Community Dev. Program Manager	0.00		0.30	
0150	Senior Management Analyst	0.00		0.05	
0580	Redevelopment Project Manager I	0.00		0.20	
7280	Senior Accounting Assistant	0.00		0.05	
7330	Senior Office Assistant	0.00		0.30	
	TOTAL	<u>0.00</u>		<u>1.15</u>	

INTERNAL SERVICE FUND SUMMARY

DEPARTMENT/ UNIT	Actual FY 10-11	Adopted FY 11-12	Approved FY 12-13	FY 11-12 Positions	FY 12-13 Positions	% of FY 12-13 Total	<i>Increase (Decrease) Over Prior Year</i>	
							11-12 to 12-13 in \$	in %
REVENUES								
071 Central Services	762,291	744,505	744,505			1.2%	0	0.0%
072 Copier Lease Program	75,577	76,220	121,220			0.2%	45,000	59.0%
073 Building Maintenance	3,898,830	3,907,415	3,715,605			5.9%	(191,810)	-4.9%
075 Fleet Maintenance & Stores	10,198,807	8,406,645	6,827,455			10.9%	(1,579,190)	-18.8%
080 Liability & Property	9,022,625	8,088,100	6,521,245			10.4%	(1,566,855)	-19.4%
081 Employee Group Benefits	22,253,395	22,957,055	19,193,340			30.6%	(3,763,715)	-16.4%
082 Workers Compensation	9,573,496	9,408,710	6,666,575			10.6%	(2,742,135)	-29.1%
085 City Yard Operations	958,633	967,150	982,905			1.6%	15,755	1.6%
086 Engineering Services	7,201,502	6,943,120	6,350,965			10.1%	(592,155)	-8.5%
101 Administration Services	4,575,496	4,524,410	4,437,345			7.1%	(87,065)	-1.9%
102 Communications Services	1,855,048	1,607,450	1,586,400			2.5%	(21,050)	-1.3%
109 I.S Technology Plan	5,616,305	5,629,829	5,627,220			9.0%	(2,608)	0.0%
Revenue Grand Total	75,992,004	73,260,608	62,774,780			100.0%	(10,485,828)	-14.3%
EXPENDITURES BY DEPARTMENT								
Personnel Services Agency								
08009051 Liability & Property	10,432,199	17,632,685	9,321,245	2.85	2.85	12.2%	(8,311,440)	-47.1%
08109052 Section 125 Benefits	588,188	776,785	682,000	0.00	0.00	0.9%	(94,785)	-12.2%
08109053 Employee Group Benefits	21,103,683	23,047,739	22,161,130	6.35	6.35	28.9%	(886,609)	-3.8%
08209054 Workers Compensation	7,660,500	10,555,435	8,141,275	8.85	7.85	10.6%	(2,414,160)	-22.9%
Subtotal	39,784,571	52,012,644	40,305,650	18.05	17.05	52.6%	(11,706,994)	-22.5%
Finance & Management Services Agency								
07110100 Central Services	716,997	984,025	866,995	4.42	4.40	1.1%	(117,030)	-11.9%
07210101 Copier Lease Program	76,317	76,220	121,220	0.00	0.00	0.2%	45,000	59.0%
07310-Var. Building Maintenance	3,511,689	4,054,675	3,715,605	18.20	15.25	4.8%	(339,070)	-8.4%
07510100 Fleet Maintenance	6,389,152	7,097,655	6,390,000	27.53	23.40	8.3%	(707,655)	-10.0%
07510101 Equipment Replacement	847,815	2,120,000	2,000,000	0.00	0.00	2.6%	(120,000)	-5.7%
07510102 Stores & Property Control	564,652	457,730	437,455	2.03	2.03	0.6%	(20,275)	-4.4%
08510138 City Yard Operations	964,586	1,064,155	1,063,260	0.00	0.00	1.4%	(895)	-0.1%
10210140 Communications Services	1,308,492	1,607,450	1,586,400	4.17	2.17	2.1%	(21,050)	-1.3%
10910-Var. Technology Plan	6,336,890	8,229,222	8,553,475	14.30	13.55	11.2%	324,253	3.9%
Subtotal	20,716,591	25,691,132	24,734,410	70.65	60.80	32.3%	(956,722)	-3.7%
Public Works Agency								
08617610 Transport Planning./Proj. Mgmt.	386,154	478,550	0	1.55	0.00	0.0%	(478,550)	-100.0%
08617611 Construction Engineering	2,229,015	2,321,780	1,617,875	11.25	8.15	2.1%	(703,905)	-30.3%
08617612 Design Engineering	2,067,734	2,144,205	2,168,465	11.95	13.95	2.8%	24,260	1.1%
08617620 Traffic Engineering	2,236,992	2,589,135	2,410,625	11.10	11.30	3.1%	(178,510)	-6.9%
10117601 Administrative Services	3,836,441	4,463,575	4,411,680	23.00	21.00	5.8%	(51,895)	-1.2%
10117605 Development Services	779,134	1,060,835	1,029,835	5.45	5.10	1.3%	(31,000)	-2.9%
Subtotal	11,535,470	13,058,080	11,638,480	64.30	59.50	15.2%	(1,419,600)	-10.9%
Expenditure Grand Total	72,036,632	90,761,856	76,678,540	153.00	137.35	100.0%	(14,083,317)	-15.5%
INTERNAL SERVICE FUNDS PERSONNEL								
Number of Positions	146.45	153.00	137.35				(15.65)	-10.2%
as % of Total City Workforce	9.69%	10.13%	11.42%					

Note: Includes Interfund Transfers

INTERNAL SERVICE FUNDS

FINANCE & MANAGEMENT SERVICES		PROGRAM		
Central Services		07110100		
Statement of Purpose				
<p><i>To provide reprographic and messenger services to all City Agencies.</i></p> <p>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.</p> <p>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.</p>				
Accomplishments in FY 2011-2012				
<ul style="list-style-type: none"> * Increased number of copiers in the lease program. * Continued to provide printing and distribution preparation for Payroll and A/P checks. 				
Action Plan for FY 2012-2013				
<ul style="list-style-type: none"> * Continue to provide reprographic and mail delivery services. * Continue to replace obsolete copiers and expand copier lease program. * Acquire responsibility for management of networked printers' maintenance contract and toner replacement. * Expand responsibilities to include all aspects of print management (management of networked printers maintenance contract and toner replacement). * Seek opportunities to generate additional revenues through insourcing efforts. 				
PERFORMANCE MEASURES	Actual	Actual	Estimated	Objective
	FY 09-10	FY 10-11	FY 11-12	FY 12-13
Service Level				
# of in-house impressions made	5,717,155	5,218,494	4,992,072	4,992,072
# of pieces of outgoing mail posted	465,123	343,418	277,585	277,585
Efficiency				
Avg. # of days to complete duplicating requests	1	1	1	1
% of copy requests completed w/in 2 work-days	100%	100%	100%	100%
Savings on Metered Mail	\$9,495	\$8,130	\$7,623	\$7,623

INTERNAL SERVICE FUNDS

FINANCE & MANAGEMENT SERVICES		ACCOUNTING UNIT			
Central Services		07110100			
Account Code	LINE ITEM RESOURCES	ACTUAL FY 09-10	ACTUAL FY 10-11	ADOPTED FY 11-12	PROPOSED FY 12-13
REVENUES					
56000	Charges to Departments	796,561	756,006	740,505	740,505
57000	Expense Reimbursement	0	0	0	0
57991	Miscellaneous Receipts	267	0	0	0
58000	Earnings on Investments	7,081	6,285	4,000	4,000
	TOTAL REVENUES	803,908	762,291	744,505	744,505
EXPENDITURES					
61000	Salaries & Wages-Regular	175,037	139,025	219,445	196,400
61020	Salaries & Wages-Temporary	21,898	15,201	29,205	15,340
61030	Salaries Participant	0	0	900	900
61040	Salaries & Wages Overtime	0	0	0	0
61100	Retirement Plan	11,823	7,415	23,720	18,460
61110	Part-Time Retirement	635	570	1,045	575
61120	Medicare Insurance	2,704	2,097	3,395	2,945
61130	Employees Insurance	14,768	13,249	22,720	22,890
61170	Retiree Health Insurance	1,830	7,489	2,660	2,375
61180	Compensation Insurance	3,033	1,932	3,575	3,260
	SUBTOTAL PERSONNEL	231,727	186,979	306,665	263,145
62010	Communications	3,342	3,633	4,000	3,400
62120	Training & Transportation	1,898	1,774	13,700	13,700
62300	Other Contractual Services	23,334	17,866	38,245	38,245
62302	Other Personnel Services	0	0	0	0
62322	M&R Machinery & Equipment	90,260	68,341	120,000	120,000
62501	Lease Payments	0	115	2,000	2,000
62600	Parking Validation	7,412	8,349	5,300	5,300
62700	Auto Expense	350	420	420	420
	SUBTOTAL CONTRACTUAL	126,595	100,498	183,665	183,065
63020	Postage	219,000	219,000	275,000	220,000
63001	Operating Materials & Supplies	72,246	79,677	76,605	76,605
	SUBTOTAL COMMODITIES	291,246	298,677	351,605	296,605
65000	Building & Site Rental	86,015	86,015	86,015	86,015
65010	Equipment Rental, City	8,180	8,180	8,180	5,590
65050	Information Services Strategic Plan	10,000	10,000	10,000	10,000
65100	Insurance (Risk Management)	8,605	8,605	8,605	7,500
65205	Internal Depts. Personnel Chrgs.	0	0	10,000	0
65400	Indirect Operating Expenses	14,993	18,043	19,290	15,075
	SUBTOTAL FIXED CHARGES	127,793	130,843	142,090	124,180
66000	Depreciation Expense	0	0	0	0
66400	Machinery & Equipment	0	0	0	0
66510	Computer Software	0	0	0	0
	SUBTOTAL CAPITAL	0	0	0	0
	TOTAL	777,362	716,997	984,025	866,995
Class Code	AUTHORIZED PERSONNEL	ADOPTED FY 11-12		PROPOSED FY 12-13	
		Full Time	Part Time	Full Time	Part Time
1190	Executive Director, Finance & Management	0.07		0.05	
1180	Assistant Director, Finance & Mgmt Svs.	0.00		0.10	
0190	Administrative Services Manager	0.25		0.25	
0150	Senior Management Analyst	0.10		0.00	
7030	Central Services Supervisor	1.00		1.00	
7260	Reprographic Equipment Operator	2.00		2.00	
7170	Mail Clerk/Messenger	1.00		1.00	
9060	Clerical Aide		2.00		2.00
	TOTAL	4.42	2.00	4.40	2.00

INTERNAL SERVICE FUNDS

FINANCE & MANAGEMENT SERVICES Copier Lease Program		ACCOUNTING UNIT 07210102			
Account Code	LINE ITEM RESOURCES	ACTUAL FY 09-10	ACTUAL FY 10-11	ADOPTED FY 11-12	PROPOSED FY 12-13
<u>REVENUES</u>					
5010-111	Other Revenue-Bank Recon	0	0	0	0
56000	Charges to Departments	61,420	75,582	76,000	121,000
58000	Earning on Investment	37	(6)	220	220
59000	Transfer from Fund 71	0	0	0	0
	TOTAL REVENUES	<u>61,457</u>	<u>75,577</u>	<u>76,220</u>	<u>121,220</u>
 <u>EXPENDITURES</u>					
62300	Contractual Services - Professional	0	0	1,000	1,000
62322	Maintenance & Repair Machinery & Equip.	748	0	0	0
62501	Operating Lease Expense	66,135	76,317	75,000	120,000
66400	Machinery & Equipment	0	0	220	220
	SUBTOTAL CAPITAL	<u>66,883</u>	<u>76,317</u>	<u>76,220</u>	<u>121,220</u>
	TOTAL EXPENDITURES	<u>66,883</u>	<u>76,317</u>	<u>76,220</u>	<u>121,220</u>
	 Capital Outlay	 0	 0	 0	 0

INTERNAL SERVICE FUNDS

FINANCE & MANAGEMENT SERVICES		ACCOUNTING UNIT			
Building Maintenance		07310-Various			
Account Code	LINE ITEM RESOURCES	ACTUAL FY 09-10	ACTUAL FY 10-11	ADOPTED FY 11-12	PROPOSED FY 12-13
<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	1,323,645	1,335,565	1,323,645
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	8,080	8,080	8,080	8,080
56108	Rental - Senior Citizen Center	51,540	51,540	51,540	51,540
56109	Rental - Police Facility	613,815	513,815	513,815	439,365
56110	Rental - Library Building	234,420	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	108,775	105,440	0
57000	Expense Reimbursement	0	0	0	0
58000	Earnings on Investments	(7)	0	0	0
59000	Transfer in from General Fund	250,000	0	0	0
59000	Transfer in from I.S. Fund	0	0	0	0
	TOTAL REVENUES	<u>4,139,683</u>	<u>3,898,830</u>	<u>3,907,415</u>	<u>3,715,605</u>
<u>EXPENDITURES</u>					
07310100	Building Maintenance	2,621,364	2,758,930	3,010,115	2,853,465
07310101	Custodial Services	827,451	752,759	1,044,560	862,140
	TOTAL EXPENDITURES	<u>3,448,815</u>	<u>3,511,689</u>	<u>4,054,675</u>	<u>3,715,605</u>
<p><i>Note:</i> 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.</p>					
Class Code	AUTHORIZED PERSONNEL	ADOPTED FY 11-12		PROPOSED FY 12-13	
		Full Time	Part Time	Full Time	Part Time
1190	Executive Director, Finance & Management	0.15		0.20	
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		7.00	
4315	Building Maintenance Aide	1.00		1.00	
4090	Custodian Supervisor	1.00		0.00	
4020	Custodian (Lead)	1.00		1.00	
4000	Custodian	2.00		1.00	
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>15.25</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 2011-2012				
<ul style="list-style-type: none"> * Replaced three obsolete Uninterruptable Power Supplies (UPS) at the Police Holding Facility. * Monitored and managed energy consumption to meet energy reduction plan. * Replaced obsolete main electrical switch at City Hall. * Reroofed the Corbin Center. * Sealed windows on the 4th and 5th floors of City Hall, south-side. 				
Action Plan for FY 2012-2013				
<ul style="list-style-type: none"> * Identify energy related projects and funding. * Assist Police Facility with facility needs. * Paint Corporate Yard - Fleet Building. * Clean City Hall windows. * Reroof Corporate Yard - Fleet Building. * Replace obsolete Police Department fire computer fire controls. 				
PERFORMANCE MEASURES	Actual	Actual	Estimated	Objective
	FY 09-10	FY 10-11	FY 11-12	FY 12-13
Service Level				
Total square footage maintained	1,229,867	1,229,867	1,229,867	1,164,867
Number of Non-Preventive Maint. Work Orders*	13,500	13,500	3,555	3,390
Number of Preventive Maint. Work Orders	N/A	N/A	14,597	13,597
<i>*Beginning in FY 11-12, work orders appear in two categories.</i>				
Efficiency				
Square feet maintained per Technician City of Santa Ana	123,733	123,733	123,733	194,144
Effectiveness				
% of Work Orders (Preventive Maintenance) completed within 7 working days	100%	100%	100%	100%

INTERNAL SERVICE FUNDS

FINANCE & MANAGEMENT SERVICES		ACCOUNTING UNIT			
Building Maintenance		07310100			
Account Code	LINE ITEM RESOURCES	ACTUAL FY 09-10	ACTUAL FY 10-11	ADOPTED FY 11-12	PROPOSED FY 12-13
61000	Salaries & Wages-Regular	697,271	705,283	846,235	529,630
61020	Salaries & Wages-Temporary	0	0	0	0
61040	Salaries & Wages-Overtime	15,349	12,967	8,000	8,000
61100	Retirement Plan	49,282	43,131	84,685	48,140
61110	Part-Time Retirement	0	0	0	0
61120	Medicare Insurance	8,262	8,373	9,455	5,625
61130	Employees Insurance	110,822	113,350	117,965	90,510
61170	Retiree Health Insurance	36,207	37,164	8,795	4,480
61180	Compensation Insurance	66,044	73,251	97,915	60,220
	SUBTOTAL PERSONNEL	<u>983,237</u>	<u>993,518</u>	<u>1,173,050</u>	<u>746,605</u>
62000	Utilities	711,777	748,832	848,860	848,860
62010	Communications	16,908	21,313	15,000	12,750
62120	Training & Transportation	3,505	3,142	3,500	3,500
62140	Membership, Subscriptions & Dues	904	252	15,000	15,000
62300	Contract Services - Professional	408,570	488,328	431,500	435,003
62310	Janitorial & Housekeeping	168	91,332	9,000	0
62320	Maintenance & Repair Buildings & Ground	16,577	11,061	0	9,000
62700	Auto Expense	375	450	350	350
	SUBTOTAL CONTRACTUAL	<u>1,158,951</u>	<u>1,364,710</u>	<u>1,323,210</u>	<u>1,324,463</u>
63000	Office Supplies	173	0	0	0
63001	Misc. Office Expense	58,221	80,414	74,820	74,820
63100	Uniforms and Tools	618	1,006	630	630
63200	Oper. Materials & Supplies-Bldgs. & Grnds.	6,716	14	4,200	4,200
	SUBTOTAL COMMODITIES	<u>65,727</u>	<u>81,434</u>	<u>79,650</u>	<u>79,650</u>
65010	Equipment Rental, City	25,960	10,105	41,220	39,852
65050	Automation Plan	18,430	18,430	18,430	18,430
65100	Insurance (Risk Management)	11,805	11,805	11,805	10,285
65400	Indirect Operating Expenses	54,296	82,810	66,630	38,060
	SUBTOTAL FIXED CHARGES	<u>110,491</u>	<u>123,150</u>	<u>138,085</u>	<u>106,627</u>
66000	Depreciation Expense	0	0	0	0
66200	Buildings	106,840	0	100,000	400,000
	SUBTOTAL CAPITAL	<u>106,840</u>	<u>0</u>	<u>100,000</u>	<u>400,000</u>
67200	Capitalized Lease Obligation	196,118	196,118	196,120	196,120
	SUBTOTAL DEBT SERVICE	<u>196,118</u>	<u>196,118</u>	<u>196,120</u>	<u>196,120</u>
68000	Transfer to General Fund	0	0	0	0
	SUBTOTAL TRANSFERS	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>
	TOTAL	<u><u>2,621,364</u></u>	<u><u>2,758,930</u></u>	<u><u>3,010,115</u></u>	<u><u>2,853,465</u></u>

Class Code	AUTHORIZED PERSONNEL	ADOPTED FY 11-12		PROPOSED FY 12-13	
		Full Time	Part Time	Full Time	Part Time
1190	Executive Director, Finance & Management	0.08		0.10	
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		7.00	
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>11.75</u>	<u>2.00</u>

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 2011-2012					
<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. * Increased service provided by contractor at City Hall (4th, 5th and 6th floors). 					
Action Plan for FY 2012-2013					
<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, based on contract specifications and agreement. 					
PERFORMANCE MEASURES		Actual	Actual	Estimated	Objective
		FY 09-10	FY 10-11	FY 11-12	FY 12-13
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	4 days/wk	4 days/wk
Custodial maint. of Ross Annex		5 days/wk	5 days/wk	4 days/wk	4 days/wk
Custodial maint. of Corporate Yard		5 days/wk	5 days/wk	4 days/wk	4 days/wk
Custodial maint. of the Regional Transportation Center		N/A	N/A	7 days/wk	7 days/wk

INTERNAL SERVICE FUNDS

FINANCE & MANAGEMENT SERVICES		ACCOUNTING UNIT			
Custodial Maintenance		07310101			
Object Code	LINE ITEM RESOURCES	ACTUAL FY 09-10	ACTUAL FY 10-11	ADOPTED FY 11-12	PROPOSED FY 12-13
61000	Salaries & Wages-Regular	232,663	225,201	253,580	153,410
61020	Salaries & Wages-Temporary	81,417	97,454	113,390	96,160
61030	Salaries & Wages-Overtime	5	0	0	0
61100	Retirement Plan	19,822	15,396	27,490	15,585
61110	Part-Time Retirement	1,558	2,392	4,250	3,605
61120	Medicare Insurance	3,396	3,593	4,565	2,785
61130	Employees Insurance	42,775	35,091	44,930	25,095
61170	Retiree Health Insurance	13,053	11,253	3,060	1,120
61180	Compensation Insurance	27,563	28,051	42,795	26,255
	SUBTOTAL PERSONNEL	<u>422,251</u>	<u>418,430</u>	<u>494,060</u>	<u>324,015</u>
62120	Training & Transportation	75	0	0	0
62310	Janitorial & Housekeeping	358,179	257,547	412,000	412,000
62300	Other Contractual Services	0	0	89,720	89,720
62302	Other Personnel Services	0	0	0	0
62700	Auto Expense	375	450	350	350
	SUBTOTAL CONTRACTUAL	<u>358,629</u>	<u>257,997</u>	<u>502,070</u>	<u>502,070</u>
63001	Miscellaneous Operating Expense	752	930	8,000	8,000
	SUBTOTAL COMMODITIES	<u>752</u>	<u>930</u>	<u>8,000</u>	<u>8,000</u>
65010	Equipment Rental, City	10,105	25,960	0	0
65050	Automation Plan	0	0	0	0
65100	Insurance (Risk Management)	11,805	11,805	11,805	10,285
65400	Indirect Operating Expenses	23,909	37,637	28,625	17,770
	SUBTOTAL FIXED CHARGES	<u>45,819</u>	<u>75,402</u>	<u>40,430</u>	<u>28,055</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>827,451</u></u>	<u><u>752,759</u></u>	<u><u>1,044,560</u></u>	<u><u>862,140</u></u>
Class Code	AUTHORIZED PERSONNEL	ADOPTED FY 11-12		PROPOSED FY 12-13	
		Full Time	Part Time	Full Time	Part Time
1190	Executive Director, Finance & Management	0.07		0.10	
4375	Facility Maintenance Superintendent	0.40		0.40	
4090	Custodian Supervisor	1.00		0.00	
4020	Custodian (Lead)	1.00		1.00	
4000	Custodian	2.00		1.00	
4005	Custodial Aide/Porter	1.00		1.00	
9170	Janitor		5.00		5.00
	TOTAL	<u>5.47</u>	<u>5.00</u>	<u>3.50</u>	<u>5.00</u>

INTERNAL SERVICE FUNDS

FINANCE & MANAGEMENT SERVICES		ACCOUNTING UNIT			
Fleet Maintenance		07510100			
Account Code	LINE ITEM RESOURCES	ACTUAL FY 09-10	ACTUAL FY 10-11	ADOPTED FY 11-12	PROPOSED FY 12-13
<u>REVENUES</u>					
FUND 75 - EQUIPMENT MAINTENANCE					
53902	Miscellaneous Service Charge	0	18,386	0	0
59000	Equipment Rental Charges	8,440,049	10,104,373	8,353,365	6,152,330
56000	Charges to Department	0	0	0	437,455
57006	Expense Reimbursement	15,156	16,553	10,860	161,900
57081	Gift & Donations	0	4,135	0	0
57903	Sales Tax Recoveries	18,701	16,034	20,000	40,000
	TOTAL FUND 75 REVENUES	<u>8,510,625</u>	<u>10,198,807</u>	<u>8,406,645</u>	<u>6,827,455</u>
<u>EXPENDITURES</u>					
07510100	Fleet Maintenance	8,377,967	6,389,152	7,097,655	6,390,000
07510101	Equipment Replacement	157,478	847,815	2,120,000	2,000,000
07510102	Stores & Property Control	537,081	564,652	457,730	437,455
	TOTAL EXPENDITURES	<u>9,072,526</u>	<u>7,801,620</u>	<u>9,675,385</u>	<u>8,827,455</u>
<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 Management		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 11-12				
<ul style="list-style-type: none"> * Continued implementation of Fleet Business Plan and 5-Year Alternative Energy Plan. * Received 2011 award as one of the "100 Best Fleets in North America" from Bobit Publications. * Launched cost-cutting NAPA Integrated Business Solution (IBS) Program in Fleet Parts section. * Completed procurement of 12 new Police Patrol cars and a Public Works pipe-bursting truck. * Installed two grant-funded electric vehicle charging stations at the Regional Transportation Center. * Met AQMD requirement and deadline to retrofit six Fleet trucks with Diesel Particulate Filters (DPFs). * Developed new financial model to calculate Fleet Equipment Rental Rates for user departments. * Passed all State-mandated inspections for aerials (fire ladders, buckets, and cranes), diesel smoke, and smog. 				
Action Plan for FY 12-13				
<ul style="list-style-type: none"> * Continue implementation of Fleet Business Plan and 5-Year Alternative Energy Plan. * Complete procurement and conversion of 25 new Police Patrol cars. * Execute AQMD grant-funded contract to procure 14 alternative fuel vehicles and construct Propane station. * Formulate charge-back procedure for accident-related cost of repair or replacement. * Adopt formal policy on depreciation and scheduled replacement of Fleet equipment. * Standardize procedures for Fleet Global Positioning System (GPS) program. * Pass all State-mandated inspections for aerials (buckets and cranes), diesel smoke, and smog. * Secure ASE Blue Seal Certification for Fleet Services operations. * Continue to provide Total Quality Services to all City departments. 				
PERFORMANCE MEASURES	Actual FY 09-10	Actual FY 10-11	Estimated FY 11-12	Objective FY 12-13
Service Level				
# of Fleet Equipment units maintained powered by:				
Conventional Fuel	n/a	672	672	594
Alternative Fuel	n/a	33	33	47
Fixed Stock (no fuel required, e.g., trailers)	n/a	54	54	54
Total # of Fleet Equipment	n/a	759	759	695
# of Work Order Line Items completed	12,196	11,106	14,000	13,000
# of Emission Inspections conducted	263	232	219	240
Efficiency				
Preventive Maintenance Completed (new metric)				
Scheduled Hours	n/a	n/a	n/a	11,124
Actual Hours	n/a	3,028	3,500	5,000
Percent Completed	n/a	n/a	n/a	44.9%
Effectiveness				
% of Action Plan completed	100%	75%	100%	100%
% of Unscheduled v. Preventive Repairs	n/a	83% v. 17%	81% v. 19%	70% v. 30%

INTERNAL SERVICE FUNDS

FINANCE & MANAGEMENT SERVICES		ACCOUNTING UNIT			
Fleet Maintenance		07510100			
Account Code	LINE ITEM RESOURCES	ACTUAL FY 09-10	ACTUAL FY 10-11	ADOPTED FY 11-12	PROPOSED FY 12-13
61000	Salaries & Wages-Regular	1,733,196	1,736,866	2,116,230	1,735,600
61020	Salaries & Wages-Temporary	164,434	99,161	62,900	62,900
61040	Salaries & Wages-Overtime	9,597	27,141	10,000	10,000
61100	Retirement Plan	119,848	100,719	210,775	155,870
61110	PT- Retirement	3,909	2,169	2,360	3,280
61120	Medicare Insurance	15,688	18,328	20,085	23,205
61130	Employees Insurance	258,318	280,687	345,910	367,875
61170	Retiree Health Insurance	25,243	92,504	21,280	19,550
61180	Compensation Insurance	241,589	220,540	250,525	206,780
62302	Other Personnel Services	152	32,250	0	20,000
	SUBTOTAL PERSONNEL	2,571,971	2,610,364	3,040,065	2,605,060
62010	Communications	22,958	27,700	24,630	20,935
62120	Training & Transportation	3,569	6,490	21,765	21,765
62140	Other Agency Services	110	1,765	4,765	4,765
62300	Other Contractual Services	50,885	68,061	70,000	70,000
62322	M&R Machinery & Equipment	607,873	729,709	761,345	711,340
62700	Auto Expense	2,150	2,580	2,000	2,000
	SUBTOTAL CONTRACTUAL	687,546	836,305	884,505	830,805
63001	Operating Materials & Supplies	583,632	362,306	684,030	607,450
63101	Mechanic Tool Allocation	15,071	6,868	15,000	15,000
63200	Operating Materials Buildings & Grounds	0	1,262	0	0
63202	M&S Equipment	374,225	430,016	250,000	250,000
63300	Gas & Diesel	1,181,637	1,367,290	1,451,020	1,370,055
63301	Alternative Fuel	35,187	30,609	32,000	32,000
	SUBTOTAL COMMODITIES	2,189,752	2,198,350	2,432,050	2,274,505
65010	Equipment Rental, City	60,315	61,486	33,970	43,500
65020	City Yard Rent	391,740	391,740	391,740	380,700
65050	Automation Plan	30,565	30,565	30,565	67,680
65100	Insurance (Risk Management)	39,010	39,010	39,010	33,985
65400	Indirect Operating Expenses	144,678	219,185	170,750	128,765
	SUBTOTAL FIXED CHARGES	666,309	741,986	666,035	654,630
66400	Machinery & Equipment	20,929	2,147	75,000	25,000
	SUBTOTAL FIXED CHARGES	20,929	2,147	75,000	25,000
68000	Transfer to Fund 11	2,241,460	0	0	0
		2,241,460	0	0	0
	TOTAL	8,377,967	6,389,152	7,097,655	6,390,000

Class Code	AUTHORIZED PERSONNEL	ADOPTED FY 11-12		PROPOSED FY 12-13	
		Full Time	Part Time	Full Time	Part Time
1190	Executive Director of Finance & Mgmt. Svcs.	0.43		0.20	
1180	Assistant Director of Finance & Mgmt. Svcs.	0.00		0.10	
4780	Corporate Yard /Fleet Services Mgr.	1.00		1.00	
0840	Senior Fleet Equipment Supervisor	1.00		1.00	
4770	Fleet Equipment Supervisor	2.00		1.00	
4500	Fleet Equipment Technician III	4.00		4.00	
4730	Fleet Equipment Technician II	14.00		11.00	
5300	Assistant Fleet Equipment Technician	1.00		0.00	
5000	Fleet Parts Specialist	2.00		2.00	
0150	Senior Management Analyst	0.10		0.00	
1720	Management Analyst	1.00		1.00	
0496	Budget Analyst	0.00		0.10	
7010	Accounting Assistant	1.00		1.00	
7360	Senior Office Specialist	0.00		1.00	
9140	Equipment Service Attendant (PT)		3.00		3.00
	TOTAL	27.53	3.00	23.40	3.00

INTERNAL SERVICE FUNDS

FINANCE & MANAGEMENT SERVICES		ACCOUNTING UNIT			
Equipment Replacement		07510101			
Account Code	LINE ITEM RESOURCES	ACTUAL FY 09-10	ACTUAL FY 10-11	ADOPTED FY 11-12	PROPOSED FY 12-13
63001	Miscellaneous Operating Expense	9,630	4,932	82,885	0
65050	I.S. Strategic Plan	37,115	37,115	37,115	0
66400	Machinery & Equipment	110,733	805,769	2,000,000	2,000,000
	SUBTOTAL TRANSFERS	<u>157,478</u>	<u>847,815</u>	<u>2,120,000</u>	<u>2,000,000</u>
	TOTAL	<u><u>157,478</u></u>	<u><u>847,815</u></u>	<u><u>2,120,000</u></u>	<u><u>2,000,000</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 11-12				
<ul style="list-style-type: none"> * Continued implementation of Stores Business Plan and 5-Year Alternative Energy Plan. * Modernized surplus procedures by moving from traditional live auctions to online global auctions. * Installed web-based automated reservation system for Fleet pool vehicles. * Issued a Request for Proposal (RFP) to restructure Central Stores operations. * Developed and implemented an e-Waste disposal and recycling program. * Relocated CDA Parking Meter staff and operations to Central Stores offices. * Implemented a new Safety Program for FMCS staff and Corporate Yard tenants. * Performed full physical count of Capital Asset, Stores and Fleet Parts inventory. 				
Action Plan for FY 12-13				
<ul style="list-style-type: none"> * Continue implementation of Stores Business Plan and 5-Year Alternative Energy Plan. * Add Bio-Diesel 20, Propane, and Ethanol-85 fuel to FMCS Alternative Energy Procurement Program. * Conduct annual and periodic physical inventory of Capital Assets, Store items, and Fleet parts. * Implement new web-based Pool Car Reservation Program and train Pool Car end-users. * Dispose of regular and E-waste surplus property through transfers, recycling, and auction. * Continue staff training on handling Hazardous Material based on new automated MSDS program. * Award contract to winning vendor on the Request for Proposal-Central Stores bidders list. * Continue using online global auctions to dispose of surplus assets. 				
PERFORMANCE MEASURES	Actual FY 09-10	Actual FY 10-11	Estimated FY 11-12	Objective FY 12-13
Service Level				
\$ Value of Stores inventory	n/a	\$760,000	\$707,000	\$500,000
# of Product Lines carried	n/a	2,200	2,200	1,500
# of Store items issued	n/a	155,000	155,000	140,000
# of Surplus items processed:				
Vehicles	n/a	70	80	100
Others (electronics, furniture, etc)	n/a	950	1,000	1,500
Total	n/a	1,020	1,080	1,600
Efficiency				
Per Full-Time Equivalent Stock Clerk:				
Average # of items issued	76,000	155,000	155,000	140,000
Average # of items received	50,000	50,000	80,000	40,000
Effectiveness				
% of requests processed within 24 hours	99%	99%	99%	99%
% of Surplus items auctioned:				
Vehicles	n/a	90%	100%	100%
Others (electronics, furniture, etc)	n/a	100%	90%	100%

INTERNAL SERVICE FUNDS

FINANCE & MANAGEMENT SERVICES		ACCOUNTING UNIT			
Stores & Property Control		07510102			
Account Code	LINE ITEM RESOURCES	ACTUAL FY 09-10	ACTUAL FY 10-11	ADOPTED FY 11-12	PROPOSED FY 12-13
61000	Salaries & Wages-Regular	208,978	193,304	131,275	114,130
61020	Salaries & Wages-Temporary	37,248	39,707	40,995	62,960
61040	Salaries & Wages-Overtime	671	4,082	2,000	2,000
61100	Retirement Plan	13,348	10,091	15,250	12,105
61110	Part-Time Retirement	1,146	1,489	595	915
61120	Medicare Insurance	3,462	2,486	2,415	2,485
61130	Employees Insurance	31,510	42,995	32,465	26,010
61170	Retiree Health Insurance	3,074	11,029	1,355	1,185
61180	Compensation Insurance	3,403	3,331	1,900	1,950
62302	Other Contractual Services	0	0	0	0
	SUBTOTAL PERSONNEL	302,839	308,514	228,250	223,740
62010	Communications	0	0	500	500
62120	Training & Transportation	30	0	1,000	1,000
62300	Other Contractual Services	873	14,114	3,500	3,500
62700	Auto Expense	150	180	0	0
	SUBTOTAL CONTRACTUAL	1,053	14,294	5,000	5,000
63202	Operating Materials & Supplies Equipment	0	0	0	0
63001	Operating Materials & Supplies	9,416	8,956	6,000	8,000
	SUBTOTAL COMMODITIES	9,416	8,956	6,000	8,000
65010	Equipment Rental, City	13,975	13,975	13,975	8,425
65100	Insurance (Risk Management)	2,560	2,560	2,560	2,230
65050	Information Systems Strategic Plan	0	0	0	0
65020	Corporate Yard Rental	188,350	188,350	188,350	177,310
65400	Indirect Operating Expenses	18,888	28,004	13,595	12,750
	SUBTOTAL FIXED CHARGES	223,773	232,889	218,480	200,715
	TOTAL	537,081	564,652	457,730	437,455

Class Code	AUTHORIZED PERSONNEL	ADOPTED FY 11-12		PROPOSED FY 12-13	
		Full Time	Part Time	Full Time	Part Time
1190	Executive Director, Finance & Management	0.03		0.03	
7250	Property Control Specialist	1.00		1.00	
1310	Stock Clerk	1.00		1.00	
9470	Stores Aide (PT)		3.00		3.00
	TOTAL	2.03	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 11-12				
<ul style="list-style-type: none"> * Implemented new Corporate Yard Business Plan and 5-Year Alternative Energy Plan. * Completed structural repairs related to the June 2010 street sweeper fire. * Issued new security access cards to Corporate Yard-based City employees. * Passed all AQMD-mandated inspections for Underground Storage Tanks and fuel vapor monitoring. * Performed inspections for County Hazardous Waste and quarterly NPDES reports and corrected issues found. * Transitioned security guard assignments from night-time to day-time shifts to enhance Yard security coverage. * Completed Yard enhancement projects: weed abatement, fuel island wraps, striping (directional and parking stalls). 				
Action Plan for FY 12-13				
<ul style="list-style-type: none"> * Continue implementation of Corporate Yard Business Plan and 5-Year Alternative Energy Plan. * Modify alternative energy fuel storage to include Bio-Diesel 20, Ethanol-85, and electric car charging stations. * Develop new Yard Circulation Element to allow public access to alternative energy fueling stations. * Construct new Propane fueling station. * Install a solar-powered automated Car Wash facility * Identify and designate parking area for eight City Pool Cars. * Replace 16-year old exercise equipment in Yard Fitness Center * Complete AQMD, NPDES, and Orange County mandated inspections for various Yard operations. * Initiate process for Corporate Yard Leadership in Energy and Environmental Design (LEED) certification. 				
PERFORMANCE MEASURES	Actual FY 09-10	Actual FY 10-11	Estimated FY 11-12	Objective FY 12-13
Total acreage ^ square feet maintained	12 ^ 140,000	12 ^ 140,000	12 ^ 140,000	12 ^ 140,000
Total Gallons of Fuel used by fuel type:				
Diesel	47,912	42,388	41,040	40,000
Unleaded Gasoline	321,614	292,229	288,554	285,000
Alternative Fuel (CNG)	76	n/a	343	500
Total	<u>369,602</u>	<u>334,617</u>	<u>329,937</u>	<u>325,500</u>
Volume of Waste Products Disposed (in gallons)				
Used Oil Tank (oil and oil-based products)	n/a	n/a	4,000	3,800
Clarifier (shop floor and wash bay run-off)	n/a	n/a	12,000	12,000
Total	<u>n/a</u>	<u>n/a</u>	<u>16,000</u>	<u>15,800</u>
Efficiency				
Annual Maintenance & Operating Cost per sq. ft.	\$6.80	\$6.89	\$7.60	\$7.40
Annual KwH of electricity consumed per sq. ft.	7.66	7.60	8.08	7.90
Annual Gas Therms consumed per sq. ft.	0.09	0.09	0.10	0.09
Effectiveness				
% of Action Plan completed	100%	75%	100%	100%
% of Mandated Inspections Passed	100%	100%	100%	100%

INTERNAL SERVICE FUNDS

FINANCE & MANAGEMENT SERVICES		ACCOUNTING UNIT			
Corporate Yard Operations		08510138			
Account Code	LINE ITEM RESOURCES	ACTUAL FY 09-10	ACTUAL FY 10-11	ADOPTED FY 11-12	PROPOSED FY 12-13
<u>REVENUES</u>					
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
56207	Water Maintenance	0	0	0	25,000
58000	Earnings on Investments	1,676	1,728	10,245	1,000
	TOTAL REVENUES	<u>958,581</u>	<u>958,633</u>	<u>967,150</u>	<u>982,905</u>
<u>EXPENDITURES</u>					
61020	Salaries Part-Time	43,061	43,560	45,155	45,075
61110	Part-Time Retirement	1,333	632	1,695	1,690
61120	Medicare Insurance	621	33	655	655
61180	Compensation Insurance	5,866	5,972	6,190	6,180
	SUBTOTAL PERSONNEL	<u>50,881</u>	<u>51,831</u>	<u>53,695</u>	<u>53,600</u>
62010	Communications	10,802	11,624	16,825	14,300
62251	Other Agency Services	20,568	23,351	17,000	17,000
62320	M&R Buildings & Grounds	61,281	56,205	49,000	63,000
62321	M&R Improvements	212	0	1,320	1,320
62322	M&R Machinery & Equipment	7,432	2,969	11,000	5,000
62300	Other Contractual Services	147,520	155,087	260,470	260,470
	SUBTOTAL CONTRACTUAL	<u>247,813</u>	<u>249,237</u>	<u>355,615</u>	<u>361,090</u>
63001	Operating Materials & Supplies	12,792	17,401	14,400	14,400
63100	Uniforms and Tools	0	0	0	0
63202	Operating Materials & Supplies-Equipment	1,718	6,678	2,500	2,500
	SUBTOTAL COMMODITIES	<u>14,511</u>	<u>24,079</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	2,620
65050	Information Services Strategic Plan	10,130	10,130	10,130	10,130
65400	Indirect Operating Expenses	3,261	5,014	3,520	3,210
	SUBTOTAL FIXED CHARGES	<u>637,685</u>	<u>639,439</u>	<u>637,945</u>	<u>631,670</u>
66220	Imp. Other Than Building	0	0	0	0
66400	Machinery & Equipment	1,105	0	0	0
	SUBTOTAL CAPITAL	<u>1,105</u>	<u>0</u>	<u>0</u>	<u>0</u>
	TOTAL EXPENDITURES	<u>951,996</u>	<u>964,586</u>	<u>1,064,155</u>	<u>1,063,260</u>
Class Code	AUTHORIZED PERSONNEL	ADOPTED FY 11-12		PROPOSED FY 12-13	
		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		PROGRAM		
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 2011-2012				
<ul style="list-style-type: none"> * Worked proactively with all City Agencies/Departments to identify and reduce telecommunications costs * Deferred replacement of City voicemail system by arranging for the donation of a like system from Hoag Hospital * Provided telecommunications services to 56 City Operating locations with 1,862 telephones and 2,150 extensions * Installed Voice Over Internet Protocol telephones at Logan, Lawnbowling and McFadden Police Youth Centers * Provided 9 Verizon wireless IPAD data services for City Council, Clerk of the Council and Assistant City Manager * Provided and installed fiber optic cable in support of new wireless data link between City Hall and Train Station * Completed 406 requests for "moves, additions and changes" within service level and without customer callback * Assisted in provisioning the Santa Ana Fire Department with 38 Verizon Wireless Data Service accounts * Installed an Environmental Monitoring and Event Alerting system in the City Hall switchroom * Installed cabling in new work stations for Parking Meter Services staff relocating from Downtown to City Yard * Actively participated in the transition of fire suppression services from SAFD to Orange County Fire Authority 				
Action Plan for FY 2012-2013				
<ul style="list-style-type: none"> * Upgrade the aging telephone systems at Newhope Library Branch, Westend Police Substation and the Santa Ana Zoo with systems formerly installed at SAFD locations * Aggressively monitor charges from telephone service providers for accuracy and cost control * Proactively manage the telephone services and equipment used throughout the City by working closely with all City Agencies/Departments in identifying their telecommunications needs * Enhance and refine telecommunications services to the City's operating units so they can improve customer service to the public and business community in the City * Continue to work with the City Treasury and Municipal Utility Services Department in planning the interface of the proposed IVR system with the City voicemail system * Explore the feasibility of installing Environmental Monitoring and Event Alerting equipment in the switchrooms located in Police Headquarters, City Yard and Train Station * Continue to assist all City Agencies/Departments in expanding and improving wireless data applications 				
PERFORMANCE MEASURES	Actual	Actual	Estimated	Objective
	FY 09-10	FY 10-11	FY 11-12	FY 12-13
Service Level				
# of phone systems (pbx,key) operated and maintained	29	29	28	17
# of lines for telephones, faxes, and modems supported (combined # of extensions from all telephone systems in City)	3,759	2,200	2,150	2,011
# of voice, data and radio circuits supported (T-1's, 1MB's, ISDN, Trunks, DID Stations, 56K, and DSL leased circuits)	2,358	2,360	2,341	2,234
# of level 1 and level 2 requests for repair	101	105	127	127
Effectiveness				
% of level 1 repairs completed within 24 hours	99%	99%	99%	99%

INTERNAL SERVICE FUNDS

FINANCE & MANAGEMENT SERVICES		ACCOUNTING UNIT			
Communication Services		10210140			
Account Code	LINE ITEM RESOURCES	ACTUAL FY 09-10	ACTUAL FY 10-11	ADOPTED FY 11-12	PROPOSED FY 12-13
<u>REVENUES</u>					
56000	Telephone System Svcs Charges	1,698,024	1,809,697	1,578,975	1,551,000
58000	Earning on Investment	45,829	45,351	28,475	35,400
	TOTAL REVENUES	<u>1,743,853</u>	<u>1,855,048</u>	<u>1,607,450</u>	<u>1,586,400</u>
<u>EXPENDITURES</u>					
61000	Salaries & Wages-Regular	231,733	221,985	236,975	223,450
61040	Salaries & Wages-Overtime	0	0	0	0
61100	Retirement Plan	15,648	12,562	26,240	22,330
61120	Medicare Insurance	3,168	3,012	3,245	3,045
61130	Employees Insurance	23,193	25,625	28,020	28,590
61170	Retiree Health Insurance	12,694	13,610	3,100	1,490
61180	Compensation Insurance	4,213	3,993	4,335	4,205
	SUBTOTAL PERSONNEL	<u>290,649</u>	<u>280,787</u>	<u>301,915</u>	<u>283,110</u>
62010	Communications	633,989	745,597	860,100	860,100
62120	Training & Transportation	70	0	0	0
62140	Other Agency Services	0	0	0	0
62300	Other Contractual Services	235,140	213,533	297,460	300,640
62600	Parking Validation	3,570	3,575	2,800	2,800
62700	Auto Expense	350	420	380	380
	SUBTOTAL CONTRACTUAL	<u>873,118</u>	<u>963,125</u>	<u>1,160,740</u>	<u>1,163,920</u>
63001	Operating Materials & Supplies	3,091	1,989	5,065	5,065
	SUBTOTAL COMMODITIES	<u>3,091</u>	<u>1,989</u>	<u>5,065</u>	<u>5,065</u>
65010	Rental of City Equipment	6,000	5,240	6,000	2,820
65100	Insurance (Risk Management)	9,240	5,350	9,240	8,050
65050	Information Systems Strategic Plan	16,695	16,695	16,695	16,695
65000	Building Rental	5,240	9,240	5,240	5,240
65400	Indirect Operating Expenses	17,658	26,066	18,485	17,430
66000	Depreciation	0	0	0	0
	SUBTOTAL FIXED CHARGES	<u>54,833</u>	<u>62,591</u>	<u>55,660</u>	<u>50,235</u>
66400	Machinery & Equipment	0	0	64,070	64,070
66510	Computer Software	271	0	20,000	20,000
	SUBTOTAL CAPITAL	<u>271</u>	<u>0</u>	<u>84,070</u>	<u>84,070</u>
	TOTAL	<u>1,221,962</u>	<u>1,308,492</u>	<u>1,607,450</u>	<u>1,586,400</u>
Class Code	AUTHORIZED PERSONNEL	ADOPTED FY 11-12		PROPOSED FY 12-13	
		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		0.00	
7140	Telecom Customer Services Representative	1.00		0.00	
2670	Information Services Representative	0.60		0.60	
	TOTAL	<u>4.17</u>		<u>2.17</u>	

INTERNAL SERVICE FUNDS

FINANCE & MANAGEMENT SERVICES Technology Plan	PROGRAM 10910-VARIOUS			
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 2011-2012				
<ul style="list-style-type: none"> * Increased capacity of the Virtual Server infrastructure to support upcoming initiatives * Continued server virtualization project realizing a 70% savings in hardware costs * Upgraded the datacenter environmental monitoring system in both Police and City Hall data centers * Increased bandwidth to the Train Station to support City staff and video surveillance * Continued the consolidation of the Community Development Agency server infrastructure * Expanded VoIP phone system to six locations * SAPIN property information displayed to external customers via web applications * 900 help desk tickets completed * Implemented application changes required to support new bank * Configured and supported Apple Mobile Data Devices (iPads) for City Council members & other executives. 				
Action Plan for FY 2012-2013				
<ul style="list-style-type: none"> * Upgrade Council live streaming to support iPad devices * Continue and finish the upgrade the Microsoft Exchange email system to the latest version * Implement SAPIN Online Permit program * Install Treasury's systems enhancements (IVR, KIOSK, E2G2) 				
PERFORMANCE MEASURES	Actual	Actual	Estimated	Objective
	FY 09-10	FY 10-11	FY 11-12	FY 12-13
Service Level				
Number of City email users supported	2,018	2,032	2,061	2,061
Number of PCs (desktops and laptops) upgraded/maintained at standard level	2,050	1,923	1,808	1,808
Number of City staff with Internet connections	*1811	1,850	1,835	1,835
* 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			
Account Code	LINE ITEM RESOURCES	ACTUAL FY 09-10	ACTUAL FY 10-11	ADOPTED FY 11-12	PROPOSED FY 12-13
<u>REVENUES</u>					
56000	Strategic Plan Charges	5,543,190	5,543,190	5,560,220	5,560,220
57010	Miscellaneous Recoveries	37,421	25,520	38,280	35,690
58000	Earning on Investment	46,130	47,595	31,329	31,310
	TOTAL REVENUES	<u>5,626,741</u>	<u>5,616,305</u>	<u>5,629,829</u>	<u>5,627,220</u>
<u>EXPENDITURES</u>					
10910141	Lawson Finance Utilities Software	874,068	1,493,494	1,514,629	1,482,750
10910142	Payroll Systems	726,238	818,292	999,576	955,685
10910143	SAPIN/MUS	590,181	435,373	446,495	413,540
10910144	Customer Service Systems	925,953	422,489	616,221	407,900
10910145	Miscellaneous Strategic Plan	931,736	885,609	1,078,241	1,225,610
10910146	Miscellaneous Citywide Projects	912,348	276,876	0	500,000
10910147	Maintenance & Support	1,645,199	1,994,242	2,924,060	2,917,990
10910148	Computer PC/Hardware Replacement	31,199	10,516	650,000	650,000
	TOTAL EXPENDITURES	<u>6,636,921</u>	<u>6,336,890</u>	<u>8,229,222</u>	<u>8,553,475</u>
OPERATING EXPENSE		ACTUAL FY 09-10	ACTUAL FY 10-11	ADOPTED FY 11-12	PROPOSED FY 12-13
61000	Personnel	1,524,788	1,436,083	1,498,171	1,410,085
62000	Contractual	4,329,602	3,133,890	4,056,764	3,890,075
63000	Commodities	66,258	112,846	195,825	195,825
65000	Fixed Charges	260,811	299,602	271,920	257,840
66000	Capital	340,917	256,328	1,108,400	1,701,500
67000	Debt Service	114,546	1,098,142	1,098,142	1,098,150
	TOTAL	<u>6,636,921</u>	<u>6,336,890</u>	<u>8,229,222</u>	<u>8,553,475</u>
Class Class	AUTHORIZED PERSONNEL	ADOPTED FY 11-12		PROPOSED FY 12-13	
		Full Time	Part Time	Full Time	Part Time
6450	Network Engineer	1.00		0.00	
6460	Network Specialist/WAN Systems Admin.	1.00		0.00	
6470	Systems Support Analyst	1.00		1.00	
2660	Applications Systems Manager	0.50		0.50	
0020	Micro Systems Technician	2.00		2.00	
1006	Web Systems Technician	0.75		1.00	
1120	Accounting Manager	1.00		1.00	
7490	Senior Accountant	1.00		1.00	
1140	Accountant I	0.00		1.00	
7016	Senior Accounting Assistant/Systems Tech	2.00		2.00	
1355	Buyer/Systems Technician	1.00		1.00	
7400	Payroll Systems Analyst	1.00		1.00	
1190	Executive Director, Finance & Management	0.10		0.10	
1180	Assistant Director of Finance & Mgmt Svcs.	0.20		0.20	
0960	Information Services Manager	0.25		0.25	
0190	Administrative Services Manager	0.10		0.10	
7015	Accounting Assistant/Systems Tech	1.00		1.00	
2670	Information Services Representative	0.40		0.40	
	TOTAL	<u>14.30</u>		<u>13.55</u>	

INTERNAL SERVICE FUNDS

FINANCE & MANAGEMENT SERVICES ERP System		ACCOUNTING UNIT 10910141			
Object Code	LINE ITEM RESOURCES	ACTUAL FY 09-10	ACTUAL FY 10-11	ADOPTED FY 11-12	PROPOSED FY 12-13
61000	Salaries-Regular	0	78,545	0	0
61020	Salaries Part-Time	18,545	19,743	0	0
61040	Salaries Overtime	147,016	1,499	0	0
61100	Retirement-Employer Contribution	0	4,033	0	0
61110	Part-Time Retirement	576	740	0	0
61120	Medicare Insurance	267	286	0	0
61130	Health Insurance	0	9,742	0	0
61170	Retiree Health Insurance	0	4,745	0	0
61180	Workers Compensation Insurance	192	1,029	0	0
	SUBTOTAL PERSONNEL	166,596	120,363	0	0
62010	Communications	595	1,020	0	0
62120	Training & Transportation	9,252	485	0	0
62300	Contract Services - Professional	266,356	259,984	266,487	234,600
62302	Contract Vendor - Personnel Services	182,444	12,864	50,000	50,000
	SUBTOTAL CONTRACTUAL	458,647	274,353	316,487	284,600
63001	Misc. Operating Expenses	7,763	0	0	0
	SUBTOTAL COMMODITIES	7,763	0	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	4,272	0	50,000	50,000
66510	Computer Software	122,244	636	50,000	50,000
	SUBTOTAL CAPITAL	126,516	636	100,000	100,000
67200	Principal-Capital Lease	0	1,012,926	1,012,926	1,012,930
67210	Interest-Capital Lease	114,546	85,216	85,216	85,220
	SUBTOTAL DEBT SERVICE	114,546	1,098,142	1,098,142	1,098,150
	TOTAL	874,068	1,493,494	1,514,629	1,482,750

INTERNAL SERVICE FUNDS

FINANCE & MANAGEMENT SERVICES		ACCOUNTING UNIT			
Payroll Systems		10910142			
Object Code	LINE ITEM RESOURCES	ACTUAL FY 09-10	ACTUAL FY 10-11	ADOPTED FY 11-12	PROPOSED FY 12-13
61000	Salaries Regular	392,598	392,987	351,610	327,140
61040	Salaries Overtime	3,864	10,044	40,800	40,800
61100	Retirement-Employer Contribution	26,412	21,186	35,570	36,870
61120	Medicare Insurance	2,491	2,563	1,510	1,580
61130	Health Insurance	54,340	45,276	44,155	55,325
61170	Retiree Health Benefits	21,989	27,380	5,120	2,630
61180	Workers Compensation Insurance	4,280	4,211	3,495	3,400
	SUBTOTAL PERSONNEL	<u>505,974</u>	<u>503,647</u>	<u>482,260</u>	<u>467,745</u>
62300	Contract Services - Professional	116,642	193,554	406,586	313,525
	SUBTOTAL CONTRACTUAL	<u>116,642</u>	<u>193,554</u>	<u>406,586</u>	<u>313,525</u>
63001	Misc. Operating Expenses	5,292	5,784	5,000	5,000
	SUBTOTAL COMMODITIES	<u>5,292</u>	<u>5,784</u>	<u>5,000</u>	<u>5,000</u>
65000	Building Rental	68,120	68,120	68,120	68,120
65400	Indirect Costs	30,210	47,187	30,610	26,195
66000	Depreciation	0	0	0	0
	SUBTOTAL FIXED CHARGES	<u>98,330</u>	<u>115,307</u>	<u>98,730</u>	<u>94,315</u>
66400	Machinery & Equipment	0	0	7,000	0
66510	Computer Software	0	0	0	75,100
	SUBTOTAL CAPITAL	<u>0</u>	<u>0</u>	<u>7,000</u>	<u>75,100</u>
	TOTAL	<u><u>726,238</u></u>	<u><u>818,292</u></u>	<u><u>999,576</u></u>	<u><u>955,685</u></u>
Class Code	AUTHORIZED PERSONNEL	ADOPTED FY 11-12		PROPOSED FY 12-13	
		Full Time	Part Time	Full Time	Part Time
1120	Accounting Manager	1.00		1.00	
7490	Senior Accountant	1.00		1.00	
7400	Payroll Systems Analyst	1.00		1.00	
1140	Accountant I	0.00		1.00	
	TOTAL	<u>3.00</u>		<u>4.00</u>	

INTERNAL SERVICE FUNDS

FINANCE & MANAGEMENT SERVICES		ACCOUNTING UNIT			
SAPIN/MUS		10910143			
Account Code	LINE ITEM RESOURCES	ACTUAL FY 09-10	ACTUAL FY 10-11	ADOPTED FY 11-12	PROPOSED FY 12-13
62120	Training & Transportation	4,569	243	0	0
62300	Contract Services - Professional	585,612	435,130	446,495	413,540
	SUBTOTAL CONTRACTUAL	<u>590,181</u>	<u>435,373</u>	<u>446,495</u>	<u>413,540</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>590,181</u></u>	<u><u>435,373</u></u>	<u><u>446,495</u></u>	<u><u>413,540</u></u>

FINANCE & MANAGEMENT SERVICES		ACCOUNTING UNIT			
Customer Service Systems		10910144			
Account Code	LINE ITEM RESOURCES	ACTUAL FY 09-10	ACTUAL FY 10-11	ADOPTED FY 11-12	PROPOSED FY 12-13
62010	Communications	0	14,160	14,000	11,900
62120	Training & Transportation	0	6,646	25,000	25,000
62300	Contract Services - Professional	925,953	399,237	522,221	366,000
	SUBTOTAL CONTRACTUAL	<u>925,953</u>	<u>420,042</u>	<u>561,221</u>	<u>402,900</u>
63001	Misc. Operating Expenses	0	2,447	5,000	5,000
	SUBTOTAL COMMODITIES	<u>0</u>	<u>2,447</u>	<u>5,000</u>	<u>5,000</u>
66400	Machinery & Equipment	0	0	50,000	0
66510	Computer Software	0	0	0	0
	SUBTOTAL CAPITAL	<u>0</u>	<u>0</u>	<u>50,000</u>	<u>0</u>
	TOTAL	<u><u>925,953</u></u>	<u><u>422,489</u></u>	<u><u>616,221</u></u>	<u><u>407,900</u></u>

INTERNAL SERVICE FUNDS

FINANCE & MANAGEMENT SERVICES		ACCOUNTING UNIT			
Miscellaneous Strategic Plan		10910145			
Account Code	LINE ITEM RESOURCES	ACTUAL FY 09-10	ACTUAL FY 10-11	ADOPTED FY 11-12	PROPOSED FY 12-13
61000	Salaries Regular	670,771	604,349	771,670	724,855
61020	Salaries Part-Time	0	43,641	20,350	21,350
61040	Salaries Overtime	94	644	0	0
61100	Retirement-Employer Contribution	45,053	28,778	83,250	67,330
61110	Retirement Part-Time	0	1,303	8,091	800
61120	Medicare Insurance	6,681	8,029	8,090	9,430
61130	Health Insurance	82,732	83,991	104,990	103,010
61170	Retiree Health Benefits	36,495	32,520	9,130	5,760
61180	Workers Compensation Insurance	10,393	8,819	10,340	9,805
	SUBTOTAL PERSONNEL	<u>852,218</u>	<u>812,074</u>	<u>1,015,911</u>	<u>942,340</u>
62120	Training & Transportation	100	0	0	0
62300	Contract Services - Professional	27,797	0	0	154,600
62302	Contract Vendor - Personnel Services	0	0	0	0
62700	Auto Expense	500	600	500	500
	SUBTOTAL CONTRACTUAL	<u>28,397</u>	<u>600</u>	<u>500</u>	<u>155,100</u>
63001	Misc. Operating Expenses	0	0	0	0
	SUBTOTAL COMMODITIES	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>
65000	Building Rental	0	0	0	0
65400	Indirect Costs	51,121	72,935	61,830	53,170
	SUBTOTAL FIXED CHARGES	<u>51,121</u>	<u>72,935</u>	<u>61,830</u>	<u>53,170</u>
66510	Computer Software	0	0	0	75,000
	SUBTOTAL CAPITAL	<u>0</u>	<u>0</u>	<u>0</u>	<u>75,000</u>
	TOTAL	<u><u>931,736</u></u>	<u><u>885,609</u></u>	<u><u>1,078,241</u></u>	<u><u>1,225,610</u></u>
Class Code	AUTHORIZED PERSONNEL	ADOPTED FY 11-12		PROPOSED FY 12-13	
		Full Time	Part Time	Full Time	Part Time
6450	Network Engineer	1.00		0.00	
6460	Network Specialist/WAN Systems Admin.	1.00		0.00	
6470	Systems Support Analyst	1.00		1.00	
2660	Applications/Tech Support Manager	0.50		0.50	
0020	Micro Systems Technician	2.00		2.00	
1006	Web Systems Technician	0.75		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	
7016	Senior Accounting Assistant/Systems Tech	2.00		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><u>11.30</u></u>		<u><u>9.55</u></u>	
	<i>In prior years, the IS Strategic plan was accounted for in Fund 79. The IS Strategic Plan is now accounted for in Fund 109.</i>				

INTERNAL SERVICE FUNDS

FINANCE & MANAGEMENT SERVICES		ACCOUNTING UNIT			
Miscellaneous Citywide Projects		10910146			
Account Code	LINE ITEM RESOURCES	ACTUAL FY 09-10	ACTUAL FY 10-11	ADOPTED FY 11-12	PROPOSED FY 12-13
62120	Training & Transportation	4,569	243	0	0
62300	Contract Services - Professional	692,911	16,633	0	0
	SUBTOTAL CONTRACTUAL	<u>697,481</u>	<u>16,876</u>	<u>0</u>	<u>0</u>
63001	Misc. Operating Expenses	13,509	90,912	0	0
	SUBTOTAL COMMODITIES	<u>13,509</u>	<u>90,912</u>	<u>0</u>	<u>0</u>
66400	Machinery & Equipment	201,358	169,088	0	500,000
66510	Computer Software	0	0	0	0
	SUBTOTAL CAPITAL	<u>201,358</u>	<u>169,088</u>	<u>0</u>	<u>500,000</u>
	TOTAL	<u><u>912,348</u></u>	<u><u>276,876</u></u>	<u><u>0</u></u>	<u><u>500,000</u></u>

FINANCE & MANAGEMENT SERVICES		ACCOUNTING UNIT			
Maintenance & Support		10910147			
Account Code	LINE ITEM RESOURCES	ACTUAL FY 09-10	ACTUAL FY 10-11	ADOPTED FY 11-12	PROPOSED FY 12-13
62010	Communications	38,664	26,911	33,760	28,695
62120	Training & Transportation	194	245	600	600
62140	Membership, Subscriptions and Dues	0	0	0	0
62300	Contract Services - Professional	1,473,444	1,765,936	2,291,115	2,291,115
	SUBTOTAL CONTRACTUAL	<u>1,512,301</u>	<u>1,793,092</u>	<u>2,325,475</u>	<u>2,320,410</u>
63001	Misc. Operating Expenses	12,220	5,005	35,825	35,825
	SUBTOTAL COMMODITIES	<u>12,220</u>	<u>5,005</u>	<u>35,825</u>	<u>35,825</u>
65000	Building Rental	103,525	103,525	103,525	103,525
65100	Insurance Charges	7,835	7,835	7,835	6,830
66000	Depreciation	0	0	0	0
	SUBTOTAL FIXED CHARGES	<u>111,360</u>	<u>111,360</u>	<u>111,360</u>	<u>110,355</u>
66400	Machinery & Equipment	9,318	62,524	418,600	418,600
66510	Computer Software	0	22,261	32,800	32,800
	SUBTOTAL CAPITAL	<u>9,318</u>	<u>84,786</u>	<u>451,400</u>	<u>451,400</u>
	TOTAL	<u><u>1,645,199</u></u>	<u><u>1,994,242</u></u>	<u><u>2,924,060</u></u>	<u><u>2,917,990</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			
Account Code	LINE ITEM RESOURCES	ACTUAL FY 09-10	ACTUAL FY 10-11	ADOPTED FY 11-12	PROPOSED FY 12-13
63001	Misc. Operating Expenses	27,474	8,697	150,000	150,000
	SUBTOTAL COMMODITIES	<u>27,474</u>	<u>8,697</u>	<u>150,000</u>	<u>150,000</u>
66000	Depreciation	0	0	0	0
66400	Machinery & Equipment	3,725	1,818	500,000	500,000
	SUBTOTAL CAPITAL	<u>3,725</u>	<u>1,818</u>	<u>500,000</u>	<u>500,000</u>
	TOTAL	<u><u>31,199</u></u>	<u><u>10,516</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	PROGRAM			
Liability & Property	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 2011-2012				
<ul style="list-style-type: none"> * Implemented improved claims evaluation process. * Successfully passed the BICEP Liability Claims Audit. * Upgraded Risk Management Intranet Resources. * Recovered \$343,000 in property insurance claims. * Completed records destruction project purging 28 years of records * Installed 20 Automated External Defibrillators throughout City facilities. 				
Action Plan for FY 2012-2013				
<ul style="list-style-type: none"> * Continuous 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. * Implement departmental cost allocation program. * Complete 10 consulting site inspections. * Comply with the Federal Medicare Report requirements. 				
PERFORMANCE MEASURES	Actual FY 09-10	Actual FY 10-11	Estimate FY 11-12	Objective FY 12-13
Service Level				
# of Actuarial Studies Conducted	1	1	1	1
# of Liability Claims Audits	1	1	1	1
# of Special Event Coverages placed to protect City	32	53	40	35
# of Special coverages placed for leisure class programs	25	46	35	35
Insurance Cost in \$	\$1,320,204	\$1,158,455	\$1,371,997	\$1,500,000
Efficiency				
# of Liability Claims Filed Annually	163	171	200	200
# of Liability Claims Closed	244	137	170	170
Closure Ratio	149%	80%	85%	85%
Paid Indemnity Claims Amount in \$	\$1,315,245	\$1,957,722	\$1,750,000	\$1,750,000

INTERNAL SERVICE FUNDS

PERSONNEL SERVICES		ACCOUNTING UNIT			
Liability & Property		08009051			
Object Code	LINE ITEM RESOURCES	ACTUAL FY 09-10	ACTUAL FY 10-11	ADOPTED FY 11-12	PROPOSED FY 12-13
<u>REVENUES</u>					
56000	Charges to Departments	8,891,995	8,845,845	7,845,895	6,383,710
57006	Expense Reimbursement	76,538	0	0	0
58000	Earnings on Investments	243,060	176,780	242,205	137,535
	TOTAL REVENUES	<u>9,211,593</u>	<u>9,022,625</u>	<u>8,088,100</u>	<u>6,521,245</u>
<u>EXPENDITURES</u>					
61000	Salaries & Wages-Regular	383,708	306,671	474,990	296,500
61020	Salaries & Wages-Temporary	23,998	18,965	29,225	0
61040	Salaries & Wages Overtime	1,233	0	10,000	10,000
61100	Retirement Plan	32,670	29,801	24,285	26,170
61110	Part-Time Retirement	775	711	1,095	0
61120	Medicare Insurance	4,014	3,634	4,555	4,300
61130	Employees Insurance	37,033	36,027	35,990	41,020
61170	Retiree Health Insurance	2,762	12,574	4,985	3,750
61180	Compensation Insurance	14,157	14,923	5,505	5,315
	SUBTOTAL PERSONNEL	<u>500,348</u>	<u>423,305</u>	<u>590,630</u>	<u>387,055</u>
62010	Communications	3,713	2,634	5,500	4,675
62020	Training & Transportation	2,736	4,006	4,000	4,000
62140	Other Agency Services	2,628	385	9,450	9,450
62300	Other Contractual Services	22,963	46,215	40,000	40,000
62302	Other Personnel Services	1,629,322	1,168,266	1,100,000	1,239,790
62322	M&R Machinery & Equipment	359	0	1,000	1,000
62600	Parking Validations	353	173	250	250
62700	Auto Expense	750	900	900	900
	SUBTOTAL CONTRACTUAL	<u>1,662,824</u>	<u>1,222,580</u>	<u>1,161,100</u>	<u>1,300,065</u>
63001	Operating Materials & Supplies	10,795	10,709	17,000	17,000
	SUBTOTAL COMMODITIES	<u>10,795</u>	<u>10,709</u>	<u>17,000</u>	<u>17,000</u>
64010	Insurance (Risk Management)	1,670,468	1,231,263	1,600,000	1,600,000
64050	Losses Paid	1,948,854	2,391,559	2,000,000	1,750,000
64060	Insurance Pass Through	0	0	0	2,800,000
64070	Unemployment Claims Paid	463,770	541,297	674,490	475,000
65000	Building & Site Rental	19,090	19,090	19,090	19,090
65010	Equipment Rental, City	6,775	3,389	6,780	2,700
65050	Information Services Strategic Plan	391,580	391,580	391,580	391,580
65205	Internal Depts. Personnel Charges	0	484,760	484,760	538,930
65400	Indirect Operating Expenses	29,341	37,329	40,110	21,825
	SUBTOTAL FIXED CHARGES	<u>4,529,878</u>	<u>5,100,266</u>	<u>5,216,810</u>	<u>7,599,125</u>
66200	Buildings	0	0	0	0
66400	Machinery & Equipment	716	0	10,000	10,000
66510	Computer Software	0	0	2,500	2,500
66600	Books, Records & Videos	0	22	5,500	5,500
	SUBTOTAL CAPITAL	<u>716</u>	<u>22</u>	<u>18,000</u>	<u>18,000</u>
68000	11 Transfer to General Fund	0	3,675,317	10,629,145	0
	SUBTOTAL MISCELLANEOUS	<u>0</u>	<u>3,675,317</u>	<u>10,629,145</u>	<u>0</u>
	TOTAL EXPENDITURES	<u>6,704,561</u>	<u>10,432,199</u>	<u>17,632,685</u>	<u>9,321,245</u>

INTERNAL SERVICE FUNDS

PERSONNEL SERVICES		ACCOUNTING UNIT			
Liability & Property		08009051			
Class Code	AUTHORIZED PERSONNEL	ADOPTED FY 11-12		PROPOSED FY 12-13	
		Full Time	Part Time	Full Time	Part Time
01830	Executive Director, Personnel Services	0.20		0.20	
01835	Assistant Director of Personnel Services	0.50		0.50	
01750	Risk Manager	0.00		0.00	
	Training Coordinator	0.00	0.25	0.00	0.00
01755	Risk Management Technician	0.50		0.00	
	Senior Risk Management Technician	0.00		0.50	
00700	Personnel Secretary	0.00		0.00	
07690	Loss Control Analyst	0.50		0.50	
07390	Executive Secretary	0.15		0.15	
01670	Sr. Paralegal (UC)*	1.00		1.00	
	Loss Control Office Assistant		0.50		0.00
07330	Senior Office Assistant		0.25		0.00
	TOTAL	<u>2.85</u>	<u>1.00</u>	<u>2.85</u>	<u>0.00</u>
		<u><u>2.85</u></u>	<u><u>1.00</u></u>	<u><u>2.85</u></u>	<u><u>0.00</u></u>
<p>*Note: City Attorney's Office Sr. Paralegal position funded thru Liability & Property Fund.</p>					

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 2011-2012				
<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 2012-2013				
<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 09-10	FY 10-11	FY 11-12	FY 12-13
Service Level				
# of Health FSA enrollments	299	271	179	200
# of Dependent Care FSA enrollments	49	41	29	40
# of Premium FSA enrollments	77	90	91	100
Annual \$ amount of Health FSA enrollments	\$366,095	\$340,763	\$215,714	\$300,000
Annual \$ amount of Dependent Care enrollments	\$132,492	\$118,391	\$111,219	\$130,000
Annual \$ amount of Premium FSA enrollments	\$121,566	\$154,160	\$261,510	\$250,000
# claims processed annually for Health FSA	712	708	650	650
# claims processed annually for Dependent Care FSA	253	278	240	240
# claims processed annually for Premium FSA	151	153	175	175

INTERNAL SERVICE FUNDS

PERSONNEL SERVICES		ACCOUNTING UNIT			
Section 125 Benefits		08109052			
Object Code	LINE ITEM RESOURCES	ACTUAL FY 09-10	ACTUAL FY 10-11	ADOPTED FY 11-12	PROPOSED FY 12-13
<u>EXPENDITURES</u>					
64090	Benefit Payments-Medical	378,586	335,927	389,250	300,000
64091	Benefit Payments-Health Care	112,442	133,199	185,000	250,000
64093	Benefit Payments-Child Care	138,778	117,058	200,535	130,000
64094	Flex Account Bank Charges	1,979	2,004	2,000	2,000
	SUBTOTAL FIXED CHARGES	<u>631,785</u>	<u>588,188</u>	<u>776,785</u>	<u>682,000</u>
	TOTAL EXPENDITURES	<u><u>631,785</u></u>	<u><u>588,188</u></u>	<u><u>776,785</u></u>	<u><u>682,000</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 2011-2012				
<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 2012-2013				
<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 09-10	FY 10-11	FY 11-12	FY 12-13
Service Level				
# of new employees processed	107	144	125	100
# of separating employees processed	225	166	350	200
# of retirements processed/counseled	253	333	350	300
# of employees utilizing EAP resources	76	55	60	60
# of Family Medical Leave cases processed	74	57	60	60
# of flu vaccines administered	0	211	122	100
# of insurance enrollments/changes processed	1,539	2,586	2,000	2,000
# of employees participating in blood drives	25	37	34	35
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 09-10	ACTUAL FY 10-11	ADOPTED FY 11-12	PROPOSED FY 12-13
<u>REVENUES</u>					
56000	Charges to Departments	19,701,138	19,752,708	20,102,110	16,787,490
56800	Employee Contributions	1,399,323	1,463,108	1,606,050	1,253,370
56801	Medical Contribution	366,096	340,764	389,250	300,000
56802	Child Care Contribution	132,493	118,392	185,000	250,000
56803	Health Premium Contribution	121,566	154,161	200,535	130,000
56804	POA Retirement ER Contribution	370,543	380,172	460,110	458,480
57010	Miscellaneous Recoveries	36,491	25,652	0	0
58000	Earnings on Investments	17,681	18,438	14,000	14,000
	TOTAL REVENUES	<u>22,145,331</u>	<u>22,253,395</u>	<u>22,957,055</u>	<u>19,193,340</u>
<u>EXPENDITURES</u>					
61000	Salaries & Wages-Regular	438,875	322,722	529,635	594,420
61020	Salaries & Wages-Temporary	14,900	16,495	50,985	17,350
61040	Salaries & Wages-Overtime	20	0	12,000	12,000
61100	Retirement Plan	27,821	18,106	59,370	71,920
61110	Part-Time Retirement	484	619	1,910	650
61120	Medicare Insurance	6,500	4,879	8,420	8,870
61130	Employees Insurance	47,374	39,046	72,920	52,730
61170	Retiree Health Insurance	0	23,746	9,270	10,400
61180	Compensation Insurance	8,104	4,586	7,430	7,695
	SUBTOTAL PERSONNEL	<u>544,079</u>	<u>430,199</u>	<u>751,940</u>	<u>776,035</u>
62010	Communications	5,368	5,268	5,955	5,060
62120	Training & Transportation	3,578	2,516	15,000	15,000
62140	Other Agency Services	4,621	0	10,000	10,000
62300	Other Contractual Services	873	600	19,600	19,600
62302	Other Personnel Services	31,603	34,410	45,000	45,000
62322	M&R Machinery & Equipment	457	1,561	3,080	3,080
62600	Parking Validations	855	490	475	475
62700	Auto Expense	1,500	1,800	1,800	1,800
	SUBTOTAL CONTRACTUAL	<u>48,856</u>	<u>46,645</u>	<u>100,910</u>	<u>100,015</u>
63000	Office Supplies	(24)	0	0	0
63001	Operating Materials & Supplies	6,644	7,841	20,000	20,000
	SUBTOTAL COMMODITIES	<u>6,620</u>	<u>7,841</u>	<u>20,000</u>	<u>20,000</u>
64010	Insurance	18,920,913	18,421,313	20,102,109	19,187,490
64060	Insurance Pass Thru (Medicare)	1,886,776	1,886,616	1,740,655	1,747,280
64092	Benefit Payments-Wellness	180	200	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	34,574	38,969	46,225	44,410
	SUBTOTAL FIXED CHARGES	<u>21,114,344</u>	<u>20,618,998</u>	<u>22,170,889</u>	<u>21,261,080</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>21,713,898</u>	<u>21,103,683</u>	<u>23,047,739</u>	<u>22,161,130</u>

INTERNAL SERVICE FUNDS

PERSONNEL SERVICES		ACCOUNTING UNIT			
Employee Group Benefits		08109053			
Class Code	AUTHORIZED PERSONNEL	ADOPTED FY 11-12		PROPOSED FY 12-13	
		Full Time	Part Time	Full Time	Part Time
1830	Executive Director, Personnel Services	0.40		0.40	
	Benefits Supervisor	0.00		0.75	
0151	Principal Management Analyst	1.00		1.00	
1540	Senior Personnel Analyst	0.75		0.00	
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		0.00
9090	Clerk Typist II		1.00		0.00
	TOTAL	<u>6.35</u>	<u>3.00</u>	<u>6.35</u>	<u>0.00</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 2011-2012				
<ul style="list-style-type: none"> * Recovered \$611,095,000 in subrogation and excess insurance claims. * Upgraded City's software program for claims administration. * Complied with the Federal Medicare Reporting requirements. * Implemented Physical Therapy Network cost reduction program. * Successfully passed the BICEP workers' compensation claim audit scoring 98% * Complied with State annual adjuster training requirements. * Implemented on-line and telephonic hazard reporting hotline. * Developed a Citywide Health and Safety Manual (IIPP). * Upgraded Risk Management Intranet website resources. 				
Action Plan for FY 2012-2013				
<ul style="list-style-type: none"> * Evaluate all facets of Risk Management programs and staffing needs. * Comply with State's electronic claim reporting and payment processing requirements. * Comply with State's mandated claims staff training requirements. * Implement departmental cost allocation program. * Implement a Hearing Conservation Program and Data Storage process. * Implement a data base for tracking City wide loss control activities. * Implement an on-line training program for CalOSHA regulatory compliance. 				
PERFORMANCE MEASURES	Actual	Actual	Estimate	Objective
	FY 09-10	FY 10-11	FY 11-12	FY 12-13
Service Level				
# of new claims	334	318	315	300
% of outstanding litigated open claims	14%	12%	15%	15%
# of new litigated claims	38	28	36	30
# of hearing tests administered	0	0	200	200
# of Santa Ana Health & Safety Committee meetings	8	1	6	6
Excess workers' compensation premium costs	339,776	252,871	266,039	291,500
Efficiency				
Cost of claims in \$	\$4,231,565	\$5,354,912	\$5,080,260	\$5,000,000
Effectiveness				
% of preventable traffic collisions	0%	0%	2%	2%

INTERNAL SERVICE FUNDS

PERSONNEL SERVICES		ACCOUNTING UNIT			
Workers' Compensation		08209054			
Object Code	LINE ITEM RESOURCES	ACTUAL FY 09-10	ACTUAL FY 10-11	ADOPTED FY 11-12	PROPOSED FY 12-13
<u>REVENUES</u>					
56000	Charges to Departments	9,340,352	8,932,850	8,949,170	6,259,505
57006	Expense Reimbursement	270,033	467,733	257,070	257,070
57010	Miscellaneous Recoveries	2,414	0	0	0
58000	Earnings on Investments	200,058	172,914	202,470	150,000
	TOTAL REVENUES	9,812,857	9,573,496	9,408,710	6,666,575
<u>EXPENDITURES</u>					
61000	Salaries Regular	774,435	755,424	986,745	712,770
61020	Salaries Part-Time	23,996	18,963	28,870	24,025
61040	Salaries Overtime	1,232	0	10,000	10,000
61100	Retirement Contribution	60,393	55,965	88,580	86,240
61110	Part-Time Retirement	774	710	1,085	0
61120	Medicare Insurance	9,558	9,975	11,705	10,335
61130	Employees Insurance	87,452	90,277	96,775	99,800
61170	Retiree Health Insurance	34,581	44,305	13,625	9,170
61180	Compensation Insurance	18,246	19,614	10,635	9,665
	SUBTOTAL PERSONNEL	1,010,667	995,235	1,248,020	962,005
62010	Communications	5,562	5,961	6,900	5,865
62120	Training & Transportation	4,309	3,362	21,800	21,800
62140	Other Agency Services	2,434	4,247	75,000	75,000
62300	Contractual Services-Professional	160,004	159,352	175,000	175,000
62302	Other Personnel Services	641,377	551,699	650,000	650,000
62322	M&R Machinery & Equipment	0	164	1,000	1,000
62600	Parking Validation	1,058	520	1,000	1,000
62700	Auto Expense	750	900	700	700
	SUBTOTAL CONTRACTUAL	815,495	726,205	931,400	930,365
63001	Operating Materials & Supplies	22,941	30,210	28,000	28,000
	SUBTOTAL COMMODITIES	22,941	30,210	28,000	28,000
64010	Insurance (Risk Management)	415,232	283,213	475,000	475,000
64080	Benefits Payments	4,612,116	5,354,912	4,600,000	5,500,000
65000	Building & Site Rental	42,965	42,965	42,965	42,965
65010	Equipment Rental City	5,955	3,388	0	0
65050	Information Services Strategic Plan	118,995	118,995	118,995	118,995
65205	Internal Depts. Personnel Charges	0	14,485	14,485	14,485
65400	Indirect Operating Expenses	59,115	88,326	78,570	51,460
	SUBTOTAL FIXED CHARGES	5,254,378	5,906,284	5,330,015	6,202,905
66400	Machinery & Equipment	0	731	10,000	10,000
66510	Computer Software	0	0	2,500	2,500
66600	Books, Records & Video	3,524	1,836	5,500	5,500
	SUBTOTAL CAPITAL	3,524	2,567	18,000	18,000
68000	Transfer to Fund 11	0	0	3,000,000	0
	SUBTOTAL TRANSFERS	0	0	3,000,000	0
	TOTAL EXPENDITURES	7,107,005	7,660,500	10,555,435	8,141,275

INTERNAL SERVICE FUNDS

PERSONNEL SERVICES		ACCOUNTING UNIT			
Workers' Compensation		08209054			
Class Code	AUTHORIZED PERSONNEL	ADOPTED FY 11-12		PROPOSED FY 12-13	
		Full Time	Part Time	Full Time	Part Time
01830	Executive Director, Personnel Services	0.20		0.20	
01835	Assistant Director of Personnel Services	0.50		0.50	
02690	Loss Control Analyst	0.50		0.50	
01755	Risk Management Technician	0.50		0.00	
	Senior Risk Management Technician	0.00		0.50	
07550	Workers' Comp. Administrator	1.00		0.00	
	Workers' Comp. Supervisor	0.00		1.00	
07540	Senior Workers' Comp. Claims Examiner	3.00		2.00	
07510	Senior Workers' Comp. Claims Assistant	1.00		0.00	
	Senior Workers' Comp. Systems Technician	0.00		1.00	
07390	Executive Secretary	0.15		0.15	
07070	Personnel Services Specialist	1.00		1.00	
07300	Senior Personnel Services Specialist	1.00		1.00	
01280	Training Coordinator		0.25		0.00
07330	Senior Office Assistant		0.25		0.00
	Loss Control Office Assistant		0.50		0.00
	TOTAL	<u>8.85</u>	<u>1.00</u>	<u>7.85</u>	<u>0.00</u>

**INTERNAL SERVICE FUNDS
RESOURCE SUMMARY**

PUBLIC WORKS AGENCY

ACTIVITIES		ACTUAL FY 09-10	ACTUAL FY 10-11	PROJECTED FY 11-12	PROPOSED FY 12-13
REVENUES					
Engineering Services					
51702	Parking Permit Fees	73,213	88,010	70,000	100,000
51703	Sewer Construction Permits	12,811	14,740	13,100	13,000
51704	Street Construction Permits	53,781	162,607	136,700	150,000
56000	Charges to Depts/Projects	8,245,647	6,818,896	6,690,320	3,514,965
56300	Engineering Cost Allocation	0	0	10,000	0
56305	Engineering Service Charge	9,360	10,485	5,000	150,000
57006	Expense Reimbursement	55,682	26,456	15,000	20,000
57010	Miscellaneous Recoveries	1,920	2,325	0	0
57790	Abandonment Processing	72,925	50,897	0	0
58000	Earning on Investment	1,757	7,088	3,000	3,000
59000-11	Transfer from Gas Tax Fund 011	0	0	0	2,400,000
59000-29	Transfer from Gas Tax Fund 029	10,000	20,000	0	0
	SUBTOTAL REVENUES	8,537,096	7,201,502	6,943,120	6,350,965
Administrative Services					
56000	Charges to Depts/Projects	5,070,320	4,462,210	4,366,910	3,874,545
57006	Expense Reimbursement - Partnership	7,746	56,380	150,000	60,000
57010	Expense Reimbursement - Strategies Grant				494,000
57384	SCE Incentives	0	45,928	0	0
58000	Earning on Investment	9,939	10,978	7,500	8,800
	SUBTOTAL REVENUES	5,088,005	4,575,496	4,524,410	4,437,345
	TOTAL REVENUES	13,625,101	11,776,998	11,467,530	10,788,310
EXPENDITURES					
Engineering Services					
08617610	Transportation	779,854	386,154	478,550	0
08617611	Construction Engineering	2,748,611	2,229,015	2,321,780	1,617,875
08617612	Design Engineering	2,341,043	2,067,734	2,144,205	2,168,465
08617620	Traffic & Transportation	2,837,914	2,236,992	2,589,135	2,410,625
	SUBTOTAL	8,707,422	6,919,895	7,533,670	6,196,965
Administrative Services					
10117601	Administration	3,574,583	3,836,441	4,463,575	4,411,680
10117605	Development Engineering	1,236,828	779,134	1,060,835	1,029,835
	SUBTOTAL	4,811,411	4,615,575	5,524,410	5,441,515
	TOTAL	13,518,833	11,535,470	13,058,080	11,638,480
OPERATING EXPENSE					
61000	Personnel	9,621,035	8,309,014	9,139,730	7,507,920
62000	Contractual	949,259	978,566	1,471,195	1,776,065
63000	Commodities	98,465	103,612	367,750	346,055
65000	Cross Charges	2,835,794	2,036,874	2,002,305	1,973,440
66000	Capital	14,281	7,405	77,100	35,000
68000	Transfer Out	0	100,000	0	0
	TOTAL	13,518,833	11,535,470	13,058,080	11,638,480

**INTERNAL SERVICE FUNDS
RESOURCE SUMMARY**

PUBLIC WORKS AGENCY

Class Code	AUTHORIZED PERSONNEL	ADOPTED FY 11-12		PROPOSED FY 12-13	
		Full Time	Part Time	Full Time	Part Time
0910	Admin. & Enterprise Services Manager	1.00		1.00	
2100	Assistant Engineer II	14.95		13.25	
2155	Assistant Traffic Operations Engineer	1.00		1.00	
1040	Associate Park & Landscape Planner	0.55		1.00	
0320	City Engineer	1.00		0.80	
2240	Construction Inspector I	2.50		1.40	
0300	Construction Inspector II	2.00		1.40	
1850	Contracts Administrator	1.00		1.00	
0315	Deputy City Engineer	0.75		0.00	
2030	Engineering Aide	1.00		2.00	
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		2.25	
6140	Projects Manager	2.00		1.40	
4519	Public Works Dispatcher	1.00		1.00	
7430	Records Specialist	1.00		1.00	
7270	Secretary	1.00		0.00	
7280	Senior Accounting Assistant	3.00		5.00	
1600	Senior Assistant Engineer	1.00		1.00	
2131	Senior Civil Engineer	9.30		7.00	
2111	Senior Engineer	1.00		1.00	
0150	Senior Management Analyst	1.00		1.00	
7330	Senior Office Assistant	4.00		4.00	
1290	Senior Transportation Analyst	1.00		0.00	
	Senior Transportation Engineer	0.00		1.00	
4360	Street Maintenance Supervisor	0.50		0.00	
2070	Survey Party Chief	1.00		1.00	
2060	Survey Party Technician II	1.00		1.00	
1060	Systems Technician	1.00		1.00	
0200	Transit Program Manager	1.00		1.00	
9090	Clerk Typist II, P/T		1.00		2.00
9130	Engineering Intern, P/T		27.00		26.00
9505	Permit Parking Aide, P/T		2.00		2.00
	Public Works Records Assistant, P/T		1.00		0.00
9900	Right-of-Way Technician, P/T		1.00		1.00
9240	Senior Maintenance Aide I, P/T		0.00		1.00
7330	Senior Office Assistant, PTCS		2.00		2.00
	Street Light Maintenance Technician, P/T		1.00		0.00
		-----	-----	-----	-----
		64.30	35.00	59.50	34.00
		=====	=====	=====	=====

INTERNAL SERVICE FUNDS

PUBLIC WORKS ENGINEERING SERVICES		ACCOUNTING UNIT			
Transportation		08617610			
Account Code	LINE ITEM RESOURCES	ACTUAL FY 09-10	ACTUAL FY 10-11	PROJECTED FY 11-12	PROPOSED FY 12-13
61000	Salaries Regular	383,925	167,063	231,150	0
61020	Salaries Part-Time	17,359	17,777	18,855	0
61040	Salaries Overtime	0	0	2,000	0
61100	Retirement-Employer Contribution	23,008	8,817	26,280	0
61110	Part-Time Retirement	541	667	0	0
61120	Medicare Insurance	4,810	2,298	3,235	0
61130	Health Insurance	21,479	14,448	24,730	0
61170	Retiree Health Benefits	12,821	9,810	3,015	0
61180	Workers Compensation Insurance	5,462	2,428	4,400	0
	SUBTOTAL PERSONNEL	469,406	223,308	313,665	0
62010	Communications	1,588	1,745	3,000	0
62120	Training, Transportation, Meetings	631	474	2,000	0
62140	Membership, Subscription, Dues	463	249	2,000	0
62300	Contract Services-Professional	238	0	1,430	0
62322	M & R Machinery & Equipment	0	0	0	0
62501	Operating Lease Expense	23,064	23,101	23,055	0
	SUBTOTAL CONTRACTUAL	25,984	25,569	31,485	0
63001	Miscellaneous Operating Expenses	3,541	3,135	4,510	0
	SUBTOTAL COMMODITIES	3,541	3,135	4,510	0
65000	Building Rental	44,887	44,890	44,890	0
65010	Rental City Equipment	6,655	6,155	6,155	0
65100	Insurance Charges	42,935	42,935	42,935	0
65240	Public Works Administrative Charges	169,155	29,070	24,705	0
65400	Indirect Costs	17,291	11,093	10,205	0
	SUBTOTAL CROSS CHARGES	280,923	134,143	128,890	0
	TOTAL OPERATING	779,854	386,154	478,550	0
<i>This activity was merged with Traffic Engineering Accounting Unit 08617620 in FY 12/13 to form the Traffic & Transportation activity.</i>					
Class Code	AUTHORIZED PERSONNEL	ADOPTED FY 11-12		PROPOSED FY 12-13	
		Full Time	Part Time	Full Time	Part Time
0320	City Engineer	0.15		0.00	
1290	Senior Transportation Analyst	1.00		0.00	
0200	Transit Program Manager	0.40		0.00	
9130	Engineering Intern , P/T		1.00		0.00
	TOTAL	1.55	1.00	0.00	0.00

INTERNAL SERVICE FUNDS

PUBLIC WORKS ENGINEERING SERVICES		PROGRAM		
Construction Engineering		08617611		
Statement of Purpose				
<p><i>Provide competent, state-of-the-art contract administration, construction inspection, and surveying services in order to assure timely delivery of high-quality infrastructure projects.</i></p> <p>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, by permit or City contract. Surveying includes maintenance of the City's benchmark/monument system and construction staking.</p>				
Accomplishments in FY 10-11 & FY 11-12				
<p><u>FY 10-11 administered 23 projects totaling \$27 million</u></p> <ul style="list-style-type: none"> * 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. <p><u>FY 11-12 administered 20 projects totaling \$25.5 million</u></p> <ul style="list-style-type: none"> * Started Residential Street Repair Phase 16. * Continued construction the First Street Bridge at Santa Ana River. * Completed construction for Bristol/Seventeenth Street intersection. * Completed construction for Bristol/Warner intersection. * Completed Residential Street Repair Phases 14 and 15. * Completed Riverview Neighborhood water main replacement. * Completed construction for Lacy Neighborhood water and sewer mains. 				
Action Plan for FY 12-13				
<ul style="list-style-type: none"> * Start construction for Grand Avenue widening (1st to 4th). * Start construction for Bristol Street widening Phase II (3rd to Civic Center). * Start construction for Hazard Street rehabilitation (Euclid to Harbor). * Start construction for Broadway rehabilitation (Anahurst to 1st). * Start construction for Broadway rehabilitation (Civic Center to Santa Clara). * Start construction for Lyon Street (Chestnut to 1st). * Complete construction the First Street Bridge at Santa Ana River. * Complete Residential Street Repair Phase 16. 				
PERFORMANCE MEASURES	Actual	Actual	Estimated	Objective
	FY 09-10	FY 10-11	FY 11-12	FY 12-13
Service Levels				
# of new construction contracts administered	31	20	30	20
\$ of construction contracts awarded (millions)	34	26	37	25
# of permits inspected	462	351	325	400
# of survey requests	-	120	170	130
Efficiency				
% construction change orders	2.5	6.1	2.5	2.5
% of staking requests w/in 2 days' notice	100	100	100	100
% of inspection requests handled w/in 1 day's notice	100	100	100	100
Effectiveness				
# construction claims	-	0	0	0
# of construction/permit claims	10	15	12	0

INTERNAL SERVICE FUNDS

PUBLIC WORKS ENGINEERING SERVICES		ACCOUNTING UNIT			
Construction Engineering		08617611			
Account Code	LINE ITEM RESOURCES	ACTUAL FY 09-10	ACTUAL FY 10-11	ADOPTED FY 11-12	PROPOSED FY 12-13
61000	Salaries Regular	1,463,386	1,212,675	1,222,590	725,060
61020	Salaries Part-Time	85,753	58,086	117,740	116,220
61040	Salaries Overtime	31,811	28,204	35,000	30,000
61100	Retirement-Employer Contribution	95,725	65,682	134,840	70,820
61110	Part-Time Retirement	2,604	2,178	0	0
61120	Medicare Insurance	20,238	17,957	18,785	11,670
61130	Health Insurance	193,774	179,625	187,905	144,925
61170	Retiree Health Benefits	79,720	73,032	13,815	5,670
61180	Workers Compensation Insurance	66,216	46,348	46,350	37,600
	SUBTOTAL PERSONNEL	2,039,230	1,683,787	1,777,025	1,141,965
62010	Communications	21,420	21,053	38,000	30,000
62120	Training, Transportation, Meetings	796	508	950	7,000
62140	Membership, Subscription, Dues	2,015	1,598	3,800	2,950
62300	Contract Services-Professional	11,164	10,358	10,600	8,265
62302	Contracted Vendor Personnel Services	0	35	2,500	0
62322	M & R Machinery & Equipment	0	0	3,000	3,000
62501	Operating Lease Expense	62,053	62,153	62,070	62,070
	SUBTOTAL CONTRACTUAL	97,448	95,705	120,920	113,285
63000	Office Supplies	46	0	0	0
63001	Miscellaneous Operating Expenses	15,613	14,090	28,965	23,725
	SUBTOTAL COMMODITIES	15,659	14,090	28,965	23,725
65000	Building Rental	61,325	61,325	61,325	61,325
65010	Rental City Equipment	81,435	68,720	67,235	54,625
65100	Insurance Charges	104,360	104,360	104,360	56,145
65205	Internal Departments Personnel Charges	142	0	0	0
65240	Public Works Administrative Charges	281,920	122,630	106,250	88,390
65400	Indirect Costs	67,093	78,398	55,700	78,415
	SUBTOTAL CROSS CHARGES	596,275	435,433	394,870	338,900
66400	Machinery & Equipment	0	0	0	0
	SUBTOTAL CAPITAL	0	0	0	0
	TOTAL	2,748,611	2,229,015	2,321,780	1,617,875
Class Code	AUTHORIZED PERSONNEL	ADOPTED FY 11-12		PROPOSED FY 12-13	
		Full Time	Part Time	Full Time	Part Time
2100	Assistant Engineer II	2.00		1.00	
0320	City Engineer	0.25		0.20	
2240	Construction Inspector I	2.00		1.40	
0300	Construction Inspector II	2.00		1.40	
1850	Contracts Administrator	0.00		1.00	
2129	Principal Civil Engineer	1.00		0.75	
6140	Projects Manager	0.00		0.40	
2131	Senior Civil Engineer	2.00		0.00	
2070	Survey Party Chief	1.00		1.00	
2060	Survey Party Technician II	1.00		1.00	
9130	Engineering Intern, P/T		7.00		6.00
9240	Senior Maintenance Aide I, P/T		0.00		1.00
	TOTAL	11.25	7.00	8.15	7.00

INTERNAL SERVICE FUNDS

PUBLIC WORKS ENGINEERING SERVICES			PROGRAM		
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 10-11 & FY 11-12					
<u>FY 10-11</u>					
<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 * 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. 					
<u>FY 11-12</u>					
<ul style="list-style-type: none"> * Prepared CIP for FY 12-13 and present to City Council as part of the budget. * Finalized the residential street program and close out the bond funds. * Prepared a strategic pavement preservation plan to maintain the newly paved residential streets. * Maintained the PCI level in order to be eligible for the 25 percent match rate for M2 grants. * Prepared a funding strategy for the remaining Bristol Street Corridor. * Reviewed fixed guideway alignments and coordinate with Santa Ana Boulevard grade separation. * Participated in and assisted OCTA with grade separation studies for Grand Avenue, 17th Street, and PSR for SR-55. * Applied for \$14.5 million M2 grants for several street widening projects. * Trained staff for maximum efficiency using total quality tools. 					
Action Plan for FY 12-13					
<ul style="list-style-type: none"> * Prepare CIP for FY 13-14 and present to City Council as part of the budget. * Ensure eligibility for grant funding with OCTA and other outside agencies. * Prepare comprehensive update to City's Drainage Master Plan. * Participate in and assist OCTA in preparing the environmental document and preliminary engineering for grade separations on 17th Street and Grand Avenue and freeway widening on I-5 and SR-55. * Finalize design and secure right of way and construction funding for Bristol St. between Civic Center Drive and 17th St. * Complete right of way acquisition for Grand Avenue project. * Complete construction of the widening of First Street Bridge at Santa Ana River. * Complete the Santa Ana Boulevard grade separation PSR and apply for federal grants. 					
PERFORMANCE MEASURES		Actual	Actual	Estimated	Objective
		FY 09-10	FY 10-11	FY 11-12	FY 12-13
Service Level					
% of projects with design engineering and bid preparation done by City personnel		75	85	90	90
% of projects with design engineering and bid preparation done by consultant		25	15	10	10
# of projects prepared for other agencies		10	16	10	10
Efficiency					
% of project designs using CAD		100	100	100	100
Effectiveness					
Average % of projects completed within schedule		95	95	95	95
Measure M Eligibility maintained		Yes	Yes	Yes	Yes
Congestion Management Plan certification maintained		Yes	Yes	Yes	Yes

INTERNAL SERVICE FUNDS

PUBLIC WORKS ENGINEERING SERVICES		ACCOUNTING UNIT			
Design Engineering		08617612			
Account Code	LINE ITEM RESOURCES	ACTUAL FY 09-10	ACTUAL FY 10-11	ADOPTED FY 11-12	PROPOSED FY 12-13
61000	Salaries Regular	1,252,958	1,256,873	1,265,565	1,298,945
61020	Salaries Part-Time	89,564	96,936	122,300	121,770
61040	Salaries Overtime	142	312	0	0
61100	Retirement-Employer Contribution	84,655	65,025	138,455	108,540
61110	Part-Time Retirement	3,049	3,635	0	0
61120	Medicare Insurance	17,065	17,872	20,125	20,600
61130	Health Insurance	118,885	127,627	140,505	167,065
61170	Retiree Health Benefits	70,362	63,693	13,800	11,400
61180	Workers Compensation Insurance	22,596	21,969	22,555	17,830
	SUBTOTAL PERSONNEL	1,659,276	1,653,942	1,723,305	1,746,150
62010	Communications	12,327	12,921	15,000	15,000
62120	Training, Transportation, Meetings	3,894	3,429	13,500	13,500
62140	Membership, Subscription, Dues	1,511	1,753	3,790	4,175
62300	Contract Services-Professional	6,599	5,582	11,400	11,400
62302	Contracted Vendor Personnel Services	0	0	0	0
62322	M & R Machinery & Equipment	3,658	0	500	500
62501	Operating Lease Expense	59,464	59,560	59,455	59,455
	SUBTOTAL CONTRACTUAL	87,454	83,245	103,645	104,030
63001	Miscellaneous Operating Expenses	21,008	17,931	27,615	23,575
	SUBTOTAL COMMODITIES	21,008	17,931	27,615	23,575
65000	Building Rental	52,690	52,690	52,690	52,690
65010	Rental City Equipment	23,840	17,885	17,890	8,750
65100	Insurance Charges	44,190	44,190	44,190	23,775
65240	Public Works Administrative Charges	394,690	116,680	93,660	81,630
65400	Indirect Costs	57,896	81,171	56,210	127,865
	SUBTOTAL CROSS CHARGES	573,306	312,616	264,640	294,710
66400	Machinery & Equipment	0	0	25,000	0
	SUBTOTAL CAPITAL	0	0	25,000	0
	TOTAL	2,341,043	2,067,734	2,144,205	2,168,465
Class Code	AUTHORIZED PERSONNEL	ADOPTED FY 11-12		PROPOSED FY 12-13	
		Full Time	Part Time	Full Time	Part Time
2100	Assistant Engineer II	6.20		5.50	
1040	Associate Park & Landscape Planner	0.55		1.00	
0320	City Engineer	0.15		0.20	
2240	Construction Inspector I	0.50		0.00	
0315	Deputy City Engineer	0.75		0.00	
2030	Engineering Aide	0.00		1.00	
2020	Engineering Drafting Technician II	0.00		0.00	
2129	Principal Civil Engineer	0.00		0.75	
7280	Senior Accounting Assistant	0.00		1.00	
1600	Senior Assistant Engineer	0.50		0.50	
2131	Senior Civil Engineer	3.30		4.00	
9130	Engineering Intern, P/T		7.00		7.00
	TOTAL	11.95	7.00	13.95	7.00

INTERNAL SERVICE FUNDS

PUBLIC WORKS ENGINEERING SERVICES		PROGRAM		
Traffic and Transportation Engineering		08617620		
Statement of Purpose				
<i>Facilitate the safe and efficient movement of vehicular and pedestrian traffic on city streets and arterials, and be responsive to regional, State and federal transportation issues, including identifying and securing outside funding sources.</i>				
Accomplishments in FY 10-11 & FY 11-12				
<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. * Successfully secured \$3 million in RSTP and M1 Transit funds for SARTC Master Plan and Santa Ana Boulevard grade separation projects. * Managed the SA-GG Fixed Guideway Project (Step 2) Alternatives Analysis and preparation of Draft EIR/EA technical studies. * Completed implementation of signal system upgrade Phases V-VIII * Completed local signal synchronization plan for Measure M2 compliance. * Successfully secured \$5.54 million in Go Local Program Step 3 funding for preliminary engineering for the modern streetcar project. * Implemented 17 speed humps on residential streets. <p><u>FY 11-12</u></p> <ul style="list-style-type: none"> * Managed the SA-GG Fixed Guideway Step 2 Alternative Analysis and prep of Draft EIR/EA for submittal to FTA and public review. * Provided technical support to OCTA to provide safety enhancements at 10 railroad crossings. * Worked with OCTA, Federal Railroad Administration and the CPUC to Establish Quiet Zones at Three Railroad Crossings * Completed the SARTC Master Plan Study. * Completed traffic signal system upgrade Phases I - IV. * Completed 5-year speed study and adjusted speed limits where necessary * Prepared Safe Route to School grant application and received funding for three-year pedestrian safety program * Completed implementation of OCTA BRT signal timing and improvements on Harbor Blvd, Westminster Ave/17th St and Bristol St. 				
Action Plan for FY 12-13				
<ul style="list-style-type: none"> * Complete the SA-GG Fixed Guideway DEIR/EA, and the development and selection of a Locally Preferred Alternative. * Complete Pre-PE analysis, prepare and submit a Project Development (PD) Application to FTA with a request to advance into PD. * Complete implementation of traffic signal synchronization projects on Tustin Ave, Euclid Ave, MacArthur Blvd, Warner Ave and Fairview St. * Complete Circulation Element Update & TSIA Fee Study * Update signal synchronization plan for M2 compliance. * Prepare grant applications for traffic engineering projects and implement grant- and City-funded projects. * Complete channelization and signal design (PS&E), and Capital Improvement Program. * Work with neighborhood traffic committees, evaluate neighborhood traffic plans, and implement plans after approval. * Implement permit parking program, block by block, through a petition process in new and existing districts. 				
PERFORMANCE MEASURES	Actual	Actual	Estimated	Objective
	FY 09-10	FY 10-11	FY 11-12	FY 12-13
Service Level				
# of citizen, Council, and PD requests processed	418	438	425	420
# of parking permits issued (districts)	2152 (27)	2045 (27)	2445 (27)	2600 (27)
# of traffic signals/stripping/traffic control plan sets reviewed (average days to check)	121 (8)	135 (8)	140 (7)	150 (7)
# of Traffic Impact Analyses Reviewed and Approved	6	7	9	10
# of special placard parking permits issued	180	185	300	250
Efficiency				
Average # of days to process citizen requests	20	20	18	18
Effectiveness				
Traffic Signals Added or Modified	2	7	0	2
Miles of Signal Timed Arterials	75	75	75	75
Maintain Compliance w/Measure M2	Yes	Yes	Yes	Yes

INTERNAL SERVICE FUNDS

PUBLIC WORKS ENGINEERING SERVICES		ACCOUNTING UNIT			
Traffic and Transportation Engineering		08617620			
Account Code	LINE ITEM RESOURCES	ACTUAL FY 09-10	ACTUAL FY 10-11	PROJECTED FY 11-12	PROPOSED FY 12-13
61000	Salaries Regular	1,547,270	1,193,858	1,388,600	1,192,710
61020	Salaries Part-Time	183,536	157,515	222,685	216,430
61040	Salaries Overtime	955	798	15,000	6,000
61100	Retirement-Employer Contribution	99,919	62,194	154,860	111,200
61110	Part-Time Retirement	5,757	5,907	0	0
61120	Medicare Insurance	23,421	18,744	22,710	20,435
61130	Health Insurance	145,454	131,874	169,185	166,580
61170	Retiree Health Benefits	82,631	69,518	14,975	10,990
61180	Workers Compensation Insurance	25,487	20,456	24,860	16,450
	SUBTOTAL PERSONNEL	2,114,431	1,660,864	2,012,875	1,740,795
62010	Communications	37,197	39,024	45,000	37,000
62120	Training, Transportation, Meetings	6,889	3,671	5,000	5,000
62140	Membership, Subscription, Dues	1,937	3,898	12,000	15,000
62300	Contract Services-Professional	9,672	12,722	23,000	22,030
62322	M & R Machinery & Equipment	410	0	0	0
62501	Operating Lease Expense	59,857	59,953	59,835	82,890
62600	Parking Validation	5,118	6,546	0	0
	SUBTOTAL CONTRACTUAL	121,079	125,814	144,835	161,920
63001	Miscellaneous Operating Expenses	20,898	23,039	38,990	32,720
	SUBTOTAL COMMODITIES	20,898	23,039	38,990	32,720
65000	Building Rental	88,555	88,555	88,555	133,445
65010	Rental City Equipment	49,930	43,020	43,020	28,035
65100	Insurance Charges	86,370	86,370	86,370	69,565
65240	Public Works Administrative Charges	281,920	127,735	108,625	116,780
65400	Indirect Costs	74,459	81,595	65,865	127,365
	SUBTOTAL CROSS CHARGES	581,234	427,275	392,435	475,190
66510	Computer Software	271	0	0	0
	SUBTOTAL CAPITAL	271	0	0	0
	TOTAL	2,837,914	2,236,992	2,589,135	2,410,625
Class Code	AUTHORIZED PERSONNEL	ADOPTED FY 11-12		PROPOSED FY 12-13	
		Full Time	Part Time	Full Time	Part Time
2100	Assistant Engineer II	5.00		5.00	
2155	Assistant Traffic Operations Engineer	1.00		1.00	
0320	City Engineer	0.25		0.20	
2129	Principal Civil Engineer	0.00		0.35	
2131	Senior Civil Engineer	3.75		2.75	
4360	Street Maintenance Supervisor	0.50		0.00	
0200	Transit Program Manager	0.60		1.00	
	Senior Transportation Engineer	0.00		1.00	
9130	Engineering Intern, P/T		10.00		10.00
9505	Permit Parking Aide, P/T		2.00		2.00
	TOTAL	11.10	12.00	11.30	12.00

INTERNAL SERVICE FUNDS

<p>PUBLIC WORKS ADMINISTRATIVE SERVICES Administration</p>	<p align="right">PROGRAM 10117601</p>
<p>Statement of Purpose</p>	
<p><i>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.</i></p> <p>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.</p>	
<p>Accomplishments in FY 11-12</p>	
<p><u>FY 11-12</u></p> <ul style="list-style-type: none"> * Completed SARTC Master Plan Study. * Completed construction of 235 miles of residential street repair project. * Completed ROW acquisition for Phase II Bristol Street widening. * Retrofitted City-owned street lights on Main Street and Edinger Avenue with energy-efficient LED lamps. * Implemented the third year of the 3-year Energy Leader Partnership Program and Strategic Plan Strategies Program with SCE. Began baseline study on gas emission inventory and climate action plan. * Continued work on defining system requirements to interface GIS with SAPIN. * Researched 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. * Implemented graffiti contract with Graffiti Protective Coatings. * Issued Request for Proposals for various levels of service, evaluated proposals, and negotiated contract for street sweeping services. * Implemented the Mayor's 800 Trees Planting Program. * Completed the environmental process for the San Lorenzo Sewer Lift Station project. * Designed the Walnut Reservoir Pump Station Upgrades Project, including a new pump station building, and advertise for bids. * Completed public water system improvements to serve the Diamond Park Mutual Water Company and Catalina Pump Owners Association customers. * Restored the fire hydrant maintenance program. * Performed a financial study of the water and sewer enterprises with a primary focus on long-term capital improvement program funding requirements. 	
<p>Action Plan for FY 12-13</p>	
<ul style="list-style-type: none"> * Investigate methods for graffiti removal/protection on City trees and on windows. * Implement and monitor a contract for citywide street sweeping services including residential, commercial, industrial, and median areas. * Implement the Energy Leader Partnership Program and Strategic Plan with Edison. Complete development of a climate action plan and related EIR. * Implement a commercial/multifamily recycling program as required by AB341. * Begin data clean-up for interfacing GIS w/SAPIN. Coordinate with Planning to apply for grant funds for programming/consulting implementation costs. * Complete the environmental process for the San Lorenzo Sewer Lift Station Project and complete the purchase of required right of way. Finalize design, advertise for bids, and begin construction by June 2013. * Complete the study and begin implementing recommendations of the financial study of the water and sewer enterprises with a primary focus on long-term Capital Improvement Program funding requirements. * Achieve the following milestones for the Fixed Guideway Project: adopt locally preferred alternative by July 2012; complete EIR by September 2012; complete preliminary engineering by September 2012. * Complete the Santa Ana Boulevard Grade Separation Study by September 2012. * Continue investment in residential street repair by establishing a funding strategy to complete rehab of residential concrete and industrial streets. Protect investment in the project by establishing a funding strategy to maintain rehabilitated streets. * Achieve major milestone for the following major arterial streets: complete construction of Bristol Street widening Phase II Third to Civic Center, and Phase IIIA Washington to 17th by June 2013; award construction contract for Grand Avenue between 1st and 4th Streets by June 2013. * Work with OCTA, Orange County, and neighboring cities to complete primary implementation of Traffic Signal Synchronization Program including signal improvements by January 2014 for Tustin Avenue, MacArthur Boulevard, Euclid and Warner Avenues, and Fairview Street. * Evaluate all operational processes working toward paperless systems including coordinating with the Police to produce paperless reports of traffic accidents, construction progress pay, and RFIs. * Continue coordination with OCTA to ensure Santa Ana's interests are protected as part of the update to the countywide master plan of arterial highways. * Prepare standard operating procedures for Engineering Division including project development, project delivery (design, bid, build & design, build) construction process (bidding, award, progress pay, billing, change orders, final payment, final report). 	

INTERNAL SERVICE FUNDS

PUBLIC WORKS ADMINISTRATIVE SERVICES Administration		ACCOUNTING UNIT 10117601			
Account Code	LINE ITEM RESOURCES	ACTUAL FY 09-10	ACTUAL FY 10-11	ADOPTED FY 11-12	PROPOSED FY 12-13
61000	Salaries Regular	1,705,970	1,719,856	1,758,770	1,520,300
61020	Salaries Part-Time	125,023	157,024	170,000	137,035
61040	Salaries Overtime	1,106	3,963	1,500	5,500
61100	Retirement-Employer Contribution	124,224	105,960	201,385	157,245
61110	Part-Time Retirement	537	2,124	0	0
61120	Medicare Insurance	23,364	24,843	25,715	23,195
61130	Health Insurance	226,926	273,357	285,880	283,610
61170	Retiree Health Benefits	94,492	95,807	21,640	16,925
61180	Workers Compensation Insurance	39,403	31,686	34,055	26,110
	SUBTOTAL PERSONNEL	2,341,046	2,414,621	2,498,945	2,169,920
62010	Communications	26,686	30,893	38,000	26,300
62120	Training, Transportation, Meetings	35,118	40,984	41,760	14,900
62140	Membership, Subscription, Dues	2,835	35,065	25,145	26,095
62300	Contract Services-Professional	399,920	383,948	776,855	1,100,885
62302	Contracted Vendor Personnel Services	22,451	23,133	30,000	15,000
62322	M & R Machinery & Equipment	9,032	10,390	20,750	16,200
62501	Operating Lease Expense	75,468	75,590	76,755	76,755
62600	Parking Validation	3,334	4,897	2,100	0
62700	Auto Expense	4,500	6,000	6,000	6,000
	SUBTOTAL CONTRACTUAL	579,345	610,900	1,017,365	1,282,135
63001	Miscellaneous Operating Expenses	28,628	38,406	257,000	254,065
	SUBTOTAL COMMODITIES	28,628	38,406	257,000	254,065
65000	Building Rental	94,265	106,480	106,480	106,480
65010	Rental City Equipment	35,800	40,810	44,905	8,740
65100	Insurance Charges	6,540	6,540	6,540	3,520
65205	Internal Department Personnel Charges	396,765	399,464	402,165	402,165
65400	Indirect Costs	78,184	111,816	78,175	149,655
	SUBTOTAL CROSS CHARGES	611,554	665,109	638,265	670,560
66400	Machinery & Equipment	14,010	7,405	52,000	35,000
66510	Computer Software	0	0	0	0
	SUBTOTAL CAPITAL	14,010	7,405	52,000	35,000
68000	Transfer to Fund 11	0	100,000	0	0
	SUBTOTAL TRANSFER OUT	0	100,000	0	0
	TOTAL	3,574,583	3,836,441	4,463,575	4,411,680

INTERNAL SERVICE FUNDS

PUBLIC WORKS ADMINISTRATIVE SERVICES		ACCOUNTING UNIT			
Administration		10117601			
Class Code	AUTHORIZED PERSONNEL	ADOPTED FY 11-12		PROPOSED FY 12-13	
		Full Time	Part Time	Full Time	Part Time
0910	Admin. & Enterprise Services Manager	1.00		1.00	
1850	Contracts Administrator	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	
6140	Projects Manager	2.00		1.00	
4519	Public Works Dispatcher	1.00		1.00	
7430	Records Specialist	1.00		1.00	
7270	Secretary	1.00		0.00	
7280	Senior Accounting Assistant	3.00		4.00	
0150	Senior Management Analyst	1.00		1.00	
7330	Senior Office Assistant	4.00		4.00	
1060	Systems Technician	1.00		1.00	
9090	Clerk Typist II, P/T		1.00		2.00
9900	Right-of-Way Technician, P/T		1.00		1.00
7330	Senior Office Assistant, PTCS		2.00		2.00
	Public Works Records Assistant, P/T		1.00		0.00
	Street Light Maintenance Technician, P/T		1.00		0.00
	TOTAL	----- 23.00 =====	----- 6.00 =====	----- 21.00 =====	----- 5.00 =====

INTERNAL SERVICE FUNDS

PUBLIC WORKS ENGINEERING SERVICES		PROGRAM		
Development Engineering		10117605		
Statement of Purpose				
<p><i>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.</i></p> <p>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.</p>				
Accomplishments in FY 10-11 & FY 11-12				
<u>FY 10-11</u>				
<ul style="list-style-type: none"> * 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. 				
<u>FY 11-12</u>				
<ul style="list-style-type: none"> * Reviewed and processed site and improvement plans, and maps for major developments such as the Orangewood Academy Charter High School, Vista Del Rio Apartments, Griffin/Related and City Ventures Residential Projects, Lyon Apartment Communities, The Met Residential Project, Tava Residential Development, McDonald's Restaurant, and Washington Street Courtyards. * 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. * Created ordinance to regulate wireless facilities in the public right of way. 				
Action Plan for FY 12-13				
<ul style="list-style-type: none"> * Review and process site plans, improvement plans, and maps for major developments such as the Mater Dei Parking Structure, Orangewood Charter High School City Ventures Row Homes, Lyon Apartment Communities, Tava Residential Development, The Met Residential Project. * 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 09-10	FY 10-11	FY 11-12	FY 12-13
Service Levels				
# of final subdivisions and right-of-way plan checks	55	71	105	90
# of street work and miscellaneous permits issued	483	410	415	425
# of building permit applications processed	441	545	590	600
# of site plan reviews/variances/CUPs processed	55	52	48	50
# of utility plan checks	306	212	200	200
# of grading and improvements plan checks	259	291	380	380
# of wide load permits	397	500	400	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		ACCOUNTING UNIT			
Development Engineering		10117605			
Account Code	LINE ITEM RESOURCES	ACTUAL FY 09-10	ACTUAL FY 10-11	PROJECTED FY 11-12	PROPOSED FY 12-13
61000	Salaries Regular	797,629	514,387	598,910	502,680
61020	Salaries Part-Time	14,314	15,504	33,705	55,190
61040	Salaries Overtime	0	0	2,000	2,000
61100	Retirement-Employer Contribution	51,252	28,664	66,130	47,840
61110	Part-Time Retirement	475	581	0	0
61120	Medicare Insurance	9,655	7,142	8,650	8,090
61130	Health Insurance	78,168	65,364	87,645	81,525
61170	Retiree Health Benefits	34,877	32,473	7,200	4,015
61180	Workers Compensation Insurance	11,276	8,379	9,675	7,750
	SUBTOTAL PERSONNEL	997,646	672,492	813,915	709,090
62010	Communications	5,633	6,384	7,500	7,500
62120	Training, Transportation, Meetings	124	5	2,000	2,000
62140	Membership, Subscription, Dues	0	83	1,000	1,000
62300	Contract Services-Professional	8,030	6,659	18,280	80,030
62322	M & R Machinery & Equipment	0	0	0	0
62501	Operating Lease Expense	24,162	24,201	24,165	24,165
	SUBTOTAL CONTRACTUAL	37,949	37,333	52,945	114,695
63001	Miscellaneous Operating Expenses	8,731	7,011	10,670	11,970
	SUBTOTAL COMMODITIES	8,731	7,011	10,670	11,970
65010	Rental City Equipment	5,250	5,250	5,245	3,070
65100	Insurance Charges	25,190	25,190	25,190	13,550
65205	Internal Department Personnel Charges	127,070	0	127,070	127,070
65400	Indirect Costs	34,992	31,858	25,700	50,390
	SUBTOTAL CROSS CHARGES	192,502	62,298	183,205	194,080
66600	Books, Records, Video	0	0	100	0
	SUBTOTAL CAPITAL	0	0	100	0
	TOTAL	1,236,828	779,134	1,060,835	1,029,835

Class Code	AUTHORIZED PERSONNEL	ADOPTED FY 11-12		PROPOSED FY 12-13	
		Full Time	Part Time	Full Time	Part Time
2100	Assistant Engineer II	1.75		1.75	
0320	City Engineer	0.20		0.20	
2030	Engineering Aide	1.00		1.00	
2129	Principal Civil Engineer	0.75		0.40	
1600	Senior Assistant Engineer	0.50		0.50	
2131	Senior Civil Engineer	0.25		0.25	
2111	Senior Engineer	1.00		1.00	
9130	Engineering Intern, P/T		2.00		3.00
	TOTAL	5.45	2.00	5.10	3.00

INTERNAL SERVICE FUNDS

PUBLIC WORKS ADMINISTRATIVE SERVICES		ACCOUNTING UNIT			
Administration		10117601			
Class Code	AUTHORIZED PERSONNEL	ADOPTED FY 11-12		PROPOSED FY 12-13	
		Full Time	Part Time	Full Time	Part Time
0910	Admin. & Enterprise Services Manager	1.00		1.00	
1850	Contracts Administrator	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	
6140	Projects Manager	2.00		1.00	
4519	Public Works Dispatcher	1.00		1.00	
7430	Records Specialist	1.00		1.00	
7270	Secretary	1.00		0.00	
7280	Senior Accounting Assistant	3.00		4.00	
0150	Senior Management Analyst	1.00		1.00	
7330	Senior Office Assistant	4.00		4.00	
1060	Systems Technician	1.00		1.00	
9090	Clerk Typist II, P/T		1.00		2.00
9900	Right-of-Way Technician, P/T		1.00		1.00
7330	Senior Office Assistant, PTCS		2.00		2.00
	Public Works Records Assistant, P/T		1.00		0.00
	Street Light Maintenance Technician, P/T		1.00		0.00
	TOTAL	----- 23.00 =====	----- 6.00 =====	----- 21.00 =====	----- 5.00 =====

INTERNAL SERVICE FUNDS

PUBLIC WORKS ENGINEERING SERVICES		PROGRAM		
Development Engineering		10117605		
Statement of Purpose				
<p><i>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.</i></p> <p>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.</p>				
Accomplishments in FY 10-11 & FY 11-12				
<u>FY 10-11</u>				
<ul style="list-style-type: none"> * 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. 				
<u>FY 11-12</u>				
<ul style="list-style-type: none"> * Reviewed and processed site and improvement plans, and maps for major developments such as the Orangewood Academy Charter High School, Vista Del Rio Apartments, Griffin/Related and City Ventures Residential Projects, Lyon Apartment Communities, The Met Residential Project, Tava Residential Development, McDonald's Restaurant, and Washington Street Courtyards. * 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. * Created ordinance to regulate wireless facilities in the public right of way. 				
Action Plan for FY 12-13				
<ul style="list-style-type: none"> * Review and process site plans, improvement plans, and maps for major developments such as the Mater Dei Parking Structure, Orangewood Charter High School City Ventures Row Homes, Lyon Apartment Communities, Tava Residential Development, The Met Residential Project. * 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 09-10	FY 10-11	FY 11-12	FY 12-13
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# of final subdivisions and right-of-way plan checks	55	71	105	90
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# of building permit applications processed	441	545	590	600
# of site plan reviews/variances/CUPs processed	55	52	48	50
# of utility plan checks	306	212	200	200
# of grading and improvements plan checks	259	291	380	380
# of wide load permits	397	500	400	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		ACCOUNTING UNIT			
Development Engineering		10117605			
Account Code	LINE ITEM RESOURCES	ACTUAL FY 09-10	ACTUAL FY 10-11	PROJECTED FY 11-12	PROPOSED FY 12-13
61000	Salaries Regular	797,629	514,387	598,910	502,680
61020	Salaries Part-Time	14,314	15,504	33,705	55,190
61040	Salaries Overtime	0	0	2,000	2,000
61100	Retirement-Employer Contribution	51,252	28,664	66,130	47,840
61110	Part-Time Retirement	475	581	0	0
61120	Medicare Insurance	9,655	7,142	8,650	8,090
61130	Health Insurance	78,168	65,364	87,645	81,525
61170	Retiree Health Benefits	34,877	32,473	7,200	4,015
61180	Workers Compensation Insurance	11,276	8,379	9,675	7,750
	SUBTOTAL PERSONNEL	997,646	672,492	813,915	709,090
62010	Communications	5,633	6,384	7,500	7,500
62120	Training, Transportation, Meetings	124	5	2,000	2,000
62140	Membership, Subscription, Dues	0	83	1,000	1,000
62300	Contract Services-Professional	8,030	6,659	18,280	80,030
62322	M & R Machinery & Equipment	0	0	0	0
62501	Operating Lease Expense	24,162	24,201	24,165	24,165
	SUBTOTAL CONTRACTUAL	37,949	37,333	52,945	114,695
63001	Miscellaneous Operating Expenses	8,731	7,011	10,670	11,970
	SUBTOTAL COMMODITIES	8,731	7,011	10,670	11,970
65010	Rental City Equipment	5,250	5,250	5,245	3,070
65100	Insurance Charges	25,190	25,190	25,190	13,550
65205	Internal Department Personnel Charges	127,070	0	127,070	127,070
65400	Indirect Costs	34,992	31,858	25,700	50,390
	SUBTOTAL CROSS CHARGES	192,502	62,298	183,205	194,080
66600	Books, Records, Video	0	0	100	0
	SUBTOTAL CAPITAL	0	0	100	0
	TOTAL	1,236,828	779,134	1,060,835	1,029,835
Class Code	AUTHORIZED PERSONNEL	ADOPTED FY 11-12		PROPOSED FY 12-13	
		Full Time	Part Time	Full Time	Part Time
2100	Assistant Engineer II	1.75		1.75	
0320	City Engineer	0.20		0.20	
2030	Engineering Aide	1.00		1.00	
2129	Principal Civil Engineer	0.75		0.40	
1600	Senior Assistant Engineer	0.50		0.50	
2131	Senior Civil Engineer	0.25		0.25	
2111	Senior Engineer	1.00		1.00	
9130	Engineering Intern, P/T		2.00		3.00
	TOTAL	5.45	2.00	5.10	3.00

**COMMUNITY DEVELOPMENT AGENCY
DEPARTMENT RESOURCE SUMMARY**

COMMUNITY DEVELOPMENT AGENCY

REVENUE	ACTUAL FY 09-10	ACTUAL FY 10-11	ADOPTED FY 11-12	PROPOSED FY 12-13
50001-Prior Year Carry Forward				
Fund 123 Workforce Investment Act	0	168,395	0	32,800
Fund 124 Orange County Grants	0	0	0	194,580
Fund 132 Department of Labor	0	0	0	161,635
Fund 140 Housing Authority-Administration	0	0	320,000	409,040
Fund 142 Neighborhood Stabilization Program	0	0	0	418,670
SUBTOTAL	0	168,395	320,000	1,216,725
50011-Property Tax				
South Main	20,943,625	20,061,555	20,018,855	0
Central City	11,498,761	10,304,893	9,833,080	0
South Harbor	11,481,678	11,310,960	10,996,000	0
Intercity	3,500,534	3,344,130	3,244,400	0
North Harbor	3,023,347	2,995,626	2,978,050	0
Bristol Corridor	3,388,785	3,416,526	3,432,665	0
Property Tax per AB 1X 26	0	0	0	17,724,565
SUBTOTAL	53,836,730	51,433,690	50,503,050	17,724,565
5200x-Federal Grants				
Fund 123 Workforce Investment Act	6,241,734	5,705,356	3,513,205	3,915,035
Fund 124 Orange County Grants	140,414	195,973	0	0
Fund 129 Federal Empowerment Zone	2,744,670	54,820	0	0
Fund 130 HOME	2,238,186	1,026,727	2,613,050	1,228,215
Fund 131 SAWC Miscellaneous Grants	0	186,380	0	0
Fund 132 Department of Labor	599,907	552,377	0	0
Fund 135 CDBG/ESG *	6,160,693	10,361,864	7,100,000	6,392,910
Fund 136 Housing Authority-HAP	27,043,355	27,545,535	27,839,760	27,959,830
Fund 137 Housing Authority-Mainstream	0	803,862	0	0
Fund 140 Housing Authority-Administration	2,817,072	2,902,549	2,464,845	2,245,265
Fund 142 Neighborhood Stabilization Program	4,939,456	6,099,413	0	0
Fund 405 HOPWA	1,713,573	1,339,318	1,568,180	1,548,620
SUBTOTAL	54,639,060	56,774,174	45,099,040	43,289,875
5202x-State Grants				
Fund 143 CalHome	187,357	160,169	0	0
5330x-Program Income				
Fund 135 CDBG/ESG	14,285	12,162	0	0
5690x-Principal and Interest Repayment				
Fund 130 HOME	356,205	272,909	240,000	115,000
Fund 135 CDBG/ESG	68,510	32,043	0	0
Fund 142 Neighborhood Stabilization Program	562,461	1,430,225	3,800,000	1,705,000
Fund 143 CalHome	4,682	11,707	0	0
Fund 145 Rental Rehabilitation Grant	1,513	47,129	0	0
Fund 507 Merged Housing	773,105	360,849	633,000	0
Fund 607 Successor Housing Agency	0	0	0	350,000
SUBTOTAL	1,766,476	2,154,862	4,673,000	2,170,000
570xx-Misc Income				
Fund 25 CDA Special Revenue	0	0	0	75,260
Fund 123 Workforce Investment Act	0	5,000	0	0
Fund 130 HOME	507	(76,093)	0	0
Fund 139 Housing Authority-New Construction	3,525	0	0	0
Fund 140 Housing Authority-Administration	15	0	0	0
Fund 507 Merged Housing	0	1,865	0	0
Fund 554 2011 Tax Allocation Bond Series A	0	2,083	0	0
Fund 570 Merged Project Area	1,884,133	22	208,125	0
Fund 571 Tax Increment	0	880,831	0	0
SUBTOTAL	1,888,180	813,708	208,125	75,260
578xx-Fees				
Fund 133 Housing Authority-Issuer Fee	36,370	115,297	95,000	120,000
Fund 136 Housing Authority-HAP	85,071	105,321	14,000	24,000
Fund 140 Housing Authority-Administration	12,717	20,374	79,000	79,000
Fund 143 CalHome	64	0	0	0
Fund 417 Inclusionary Housing	1,047,000	0	0	0
Fund 507 Merged Housing	17,869	250	1,634,045	0
Fund 570 Merged Project Area	13,393	0	0	0
Fund 607 Successor Housing Agency	0	0	0	1,634,045

**COMMUNITY DEVELOPMENT AGENCY
DEPARTMENT RESOURCE SUMMARY**

COMMUNITY DEVELOPMENT AGENCY

REVENUE	ACTUAL FY 09-10	ACTUAL FY 10-11	ADOPTED FY 11-12	PROPOSED FY 12-13
Fund 653 South Main Commercial Corridor	0	0	0	500,000
SUBTOTAL	1,212,484	# 241,242	1,822,045	2,357,045
579xx-Income				
Fund 25 CDA Special Revenue	0	0	0	392,500
Fund 142 Neighborhood Stabilization Program	4	0	0	0
Fund 507 Merged Housing	96,094	19,614	0	0
Fund 553 South Main	0	1,269	0	0
Fund 570 Merged Project Area	227,772	470,266	192,720	0
Fund 670 Successor Agency	0	0	0	227,960
SUBTOTAL	323,870	491,149	192,720	620,460
5800x-Investments				
Fund 133 Housing Authority-Issuer Fee	15,329	14,057	120,000	10,000
Fund 134 UDAG	216	165	0	0
Fund 136 Housing Authority-HAP	8,817	10,765	70,000	10,000
Fund 137 Housing Authority-Mainstream	0	3,439	0	0
Fund 139 Housing Authority-New Construction	3,504	0	0	0
Fund 140 Housing Authority-Administration	8,439	8,290	10,000	5,000
Fund 142 Neighborhood Stabilization Program	0	1,984	0	2,000
Fund 143 CalHome	44	241	0	0
Fund 145 Rental Rehabilitation Grant	2,303	0	0	0
Fund 417 Inclusionary Housing	4,166	8,240	0	0
Fund 507 Merged Housing	377,891	313,583	286,500	0
Fund 552 2003 Tax Allocation Bond Series A	23,323	17,716	0	0
Fund 553 South Main Commercial Corridor	74,962	29,957	0	0
Fund 554 2011 Tax Allocation Bond Series A	0	28,832	0	0
Fund 570 Merged Project Area	126,168	70,295	140,000	0
Fund 571 Tax Increment	16,726	161,751	0	0
SUBTOTAL	661,888	669,315	626,500	27,000
58500-Gain/Loss-Sale of Land				
Fund 570 Merged Project Area	2	(547,000)	0	0
SUBTOTAL	2	(547,000)	0	0
59907-Discourt Earnings				
Fund 140 Housing Authority-Administration	4	0	0	0
59000-xxx Interfund Transfers				
Fund 25 CDA Special Revenue	0	0	0	110,500
Fund 130 HOME	0	76,093	0	0
Fund 507 Merged Housing	17,828,346	13,675,382	13,497,905	0
Fund 517 1989 Tax Allocation Bond Series B	6,545,985	4,188,420	0	0
Fund 518 1989 Tax Allocation Bond Series E	1,963,475	1,266,296	0	0
Fund 527 1989 Tax Allocation Bond Series A	804,675	540,448	0	0
Fund 547 1989 Tax Allocation Bond Series C	1,502,435	832,287	0	0
Fund 552 2003 Tax Allocation Bond Series A	1,275,685	1,277,300	1,280,070	0
Fund 553 South Main Commercial Corridor	30,814	1,594,070	2,362,225	0
Fund 554 2011 Tax Allocation Bond Series A	0	6,679,000	4,535,605	0
Fund 558 2003 Tax Allocation Bond Series B	2,888,665	2,899,400	2,896,250	0
Fund 570 Merged Project Area	17,084,999	5,893,972	8,042,590	0
Fund 652 2003 Tax Allocation Bond Series A	0	0	0	1,276,760
Fund 654 2011 Tax Allocation Bond Series A	0	0	0	4,219,850
Fund 658 2003 Tax Allocation Bond Series B	0	0	0	2,897,750
Fund 670 Successor Agency	0	0	0	700,000
SUBTOTAL	49,925,079	38,846,575	32,614,645	9,204,860
59300-Revenue Bond Proceeds				
Fund 554 2011 Tax Allocation Bond Series A	0	66,790,000	0	0
TOTAL	<u>164,455,415</u>	<u>218,008,441</u>	<u>136,059,125</u>	<u>76,685,790</u>
LESS INTERFUND TRASFERS	(48,642,954)	(38,846,575)	(34,248,690)	(11,338,905)
TOTAL ALL SOURCES	<u>115,812,461</u>	<u>179,161,866</u>	<u>101,810,435</u>	<u>65,346,885</u>
* Amount includes funds provided to other departments for various projects and programs				

**COMMUNITY DEVELOPMENT AGENCY
DEPARTMENT RESOURCE SUMMARY**

COMMUNITY DEVELOPMENT AGENCY

ACTIVITIES	ACTUAL FY 09-10	ACTUAL FY 10-11	ADOPTED FY 11-12	PROPOSED FY 12-13
Administration				
50718810 Housing Development & Rehabilitation	1,961,190	1,468,373	2,069,760	0
50718820 Neighborhood Improvement	718,506	447,944	601,455	0
57018841 Economic Development	1,185,486	1,263,110	1,589,220	0
57018842 Redevelopment	747,758	923,030	1,486,365	0
57018843 Administrative Services	19,453,552	5,123,095	1,774,825	0
60718810 Successor Housing Agency	0	0	0	474,955
67018843 Successor Agency	0	0	0	719,835
SUBTOTAL	24,066,492	9,225,552	7,521,625	1,194,790
Federal / State Grants				
123187xx Workforce Investment Act	6,446,827	5,646,902	3,513,205	3,947,835
124187xx Orange County Grants	162,582	39,141	0	194,580
129187xx Federal Empowerment Zone	2,780,614	54,822	0	0
130187xx HOME / American Dream Downpayment	2,594,899	1,299,635	2,853,050	1,343,215
13118770 CAPOC SAY 2010	3,272	183,109	0	0
132187xx Department of Labor	599,909	552,375	0	161,635
13318780 Housing Authority - Issuer Fee	0	20,876	215,000	130,000
135187xx CDBG/ESG/HPRP Grants *	6,243,492	10,406,070	7,100,000	6,392,910
13618760 Housing Authority - HAP	28,131,242	27,184,811	27,923,760	27,993,830
13718760 Housing Authority - Mainstream	0	22,606	0	0
13918760 Housing Authority - New Construction	533,373	0	0	0
14018760 Housing Authority - Administration	2,778,204	2,767,639	2,873,845	2,738,305
14118761 EDI Idea High-Tech Education Center	(477)	0	0	0
142187xx Neighborhood Stabilization Program	5,421,410	7,059,708	3,800,000	2,125,670
14318760 CalHome Housing Loan FY 03-04	82,046	108,164	0	0
405187xx HOPWA	1,635,719	1,399,817	1,568,180	1,548,620
SUBTOTAL	57,413,112	56,745,675	49,847,040	46,576,600
Special Revenue Programs				
02518810 IDB Monitoring	0	0	0	75,260
02518820 Enterprise Zone	0	0	0	503,000
SUBTOTAL	0	0	0	578,260
Capital Projects				
50718830 Housing Development & Rehabilitation	6,737,432	2,634,445	13,380,235	0
55218830 South Main	149,364	12,033	0	0
55318830 South Main Commercial Corridor	82,177	742,743	2,347,925	0
57018830 Merged Project Area	191,798	157,716	3,041,900	0
60718830 Successor Housing Agency Capital Projects	0	0	0	1,509,090
65318830 South Main Commercial Corridor	0	0	0	500,000
SUBTOTAL	7,160,771	3,546,937	18,770,060	2,009,090

**COMMUNITY DEVELOPMENT AGENCY
DEPARTMENT RESOURCE SUMMARY**

COMMUNITY DEVELOPMENT AGENCY

ACTIVITIES	ACTUAL FY 09-10	ACTUAL FY 10-11	ADOPTED FY 11-12	PROPOSED FY 12-13
Debt Service/Obligations				
50718850 Merged Housing Obligations	3,679,545	0	0	0
51718020 1989 Tax Allocation Bond Series B	6,545,980	48,898,716	0	0
51818020 1989 Tax Allocation Bond Series E	1,963,474	14,808,136	0	0
52718020 1989 Tax Allocation Bond Series A	804,676	6,116,128	0	0
54718020 1989 Tax Allocation Bond Series C	1,502,436	9,237,288	0	0
55218020 2003 Tax Allocation Bond Series A	1,276,285	1,275,164	1,280,070	0
55318850 South Main Commercial Corridor	51,177	34,624	14,300	0
55418020 2011 Tax Allocation Bond Series A	0	0	4,535,605	0
55818020 2003 Tax Allocation Bond Series B	2,889,463	2,898,067	2,896,250	0
57018850 Merged Obligations	4,879,756	478,907	388,125	0
57118020 Merged Project Area Debt Service	28,178,519	22,132,079	24,044,600	0
57118021 Merged Project Area Obligations	31,425,138	23,551,544	26,458,450	0
65218020 2003 Tax Allocation Bond Series A	0	0	0	1,276,760
65418020 2011 Tax Allocation Bond Series A	0	0	0	4,219,850
65818020 2003 Tax Allocation Bond Series B	0	0	0	2,897,750
67018850 Successor Agency Merged Obligations	0	0	0	208,125
67118021 SA-Redev. Obligation Retirement Fund	0	0	0	17,724,565
SUBTOTAL	83,196,449	129,430,653	59,617,400	26,327,050
TOTAL	171,836,824	198,948,816	135,756,125	76,685,790
LESS INTERFUND TRANSFERS	(48,642,954)	(40,831,209)	(33,945,690)	(11,338,905)
TOTAL ALL ACTIVITIES	123,193,870	158,117,608	101,810,435	65,346,885
<i>* Amount includes funds provided to other departments for various projects and programs</i>				

**COMMUNITY DEVELOPMENT AGENCY
DEPARTMENT RESOURCE SUMMARY**

COMMUNITY DEVELOPMENT AGENCY

Class Code	AUTHORIZED PERSONNEL	ADOPTED FY 11-12		PROPOSED FY 12-13	
		Full Time		Full Time	
Administrative Services Division					
2491	Deputy City Manager for Dev Services	0.15		0.30	
2865	Asst Director of Community Development	0.90		0.80	
2460	Housing Division Manager	0.10		0.10	
0605	Redevelopment Program Manager	0.00		1.00	
0150	Senior Management Analyst	1.00		0.80	
1840	Housing Programs Analyst	0.20		0.35	
0520	Housing Programs Coordinator	0.05		0.00	
2700	Senior Residential Construction Specialist	0.10		0.20	
2710	Residential Construction Specialist	0.00		0.30	
7000	Loan Specialist	0.10		0.20	
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		1.50	
7280	Senior Accounting Assistant	1.75		1.50	
7584	Senior Community Development Analyst	1.00		1.00	
0350	Economic Development Specialist III	0.00		0.10	
0560	Economic Development Specialist I *	0.00		0.75	
0580	Redevelopment Project Manager I	0.00		1.00	
7390	Executive Secretary †	0.70		1.00	
	Community Development Commission Secretary	0.00		0.40	
7270	Secretary †	0.80		1.00	
7330	Senior Office Assistant	0.60		1.00	
	SUBTOTAL	16.40		20.30	
Redevelopment Division					
2491	Deputy City Manager for Dev Services	0.35		0.00	
2865	Asst. Director of Community Development	0.10		0.00	
0605	Redevelopment Program Manager	0.50		0.00	
0600	Redevelopment Project Manager III	1.50		0.00	
7390	Executive Secretary †	0.20		0.00	
7270	Secretary	0.20		0.00	
7330	Senior Office Assistant	0.40		0.00	
	SUBTOTAL	3.25		0.00	
Economic Development Division					
2491	Deputy City Manager for Dev Services	0.15		0.00	
2865	Asst. Director of Community Development	0.00		0.05	
2690	Economic Development Manager	1.00		1.00	
0350	Economic Development Specialist III	3.00		2.90	
0550	Economic Development Specialist II	2.00		0.00	
0560	Economic Development Specialist I *	1.00		1.25	
8374	Workforce Specialist IV	1.00		1.00	
8373	Workforce Specialist III	3.00		3.00	
8372	Workforce Specialist II	14.00		14.00	
0150	Senior Management Analyst	0.00		0.20	
1720	Management Analyst	0.05		0.50	
2399	Graphics Supervisor	1.00		0.00	
4270	Employment Services Fiscal Specialist	1.00		0.00	
7280	Senior Accounting Assistant	0.25		0.50	
	Community Development Commission Secretary	0.00		0.25	
7270	Secretary	1.00		0.00	
7330	Senior Office Assistant	2.00		2.00	
0060	Receptionist	2.00		1.00	
	SUBTOTAL	32.45		27.65	

**COMMUNITY DEVELOPMENT AGENCY
DEPARTMENT RESOURCE SUMMARY**

COMMUNITY DEVELOPMENT AGENCY

Class Code	AUTHORIZED PERSONNEL	ADOPTED FY 11-12		PROPOSED FY 12-13	
		Full Time		Full Time	
Housing Division					
2491	Deputy City Manager for Dev Services	0.35		0.30	
2865	Asst Director of Community Development	0.00		0.15	
2460	Housing Division Manager	0.90		0.90	
0520	Housing Programs Coordinator †	0.95		1.00	
7640	Housing Authority Coordinator ‡	1.00		1.00	
0600	Redevelopment Project Manager III	0.50		0.00	
7610	Community Development District Manager	2.00		2.00	
1720	Management Analyst †	1.00		1.00	
1840	Housing Programs Analyst †	1.80		1.65	
2700	Senior Residential Construction Specialist	0.90		0.80	
1860	Senior Housing Specialist	2.00		2.00	
2710	Residential Construction Specialist †	2.00		1.70	
1900	Housing Specialist II	6.00		7.00	
7000	Loan Specialist	0.90		0.80	
2760	Property Rehabilitation Assistant	1.00		0.00	
7390	Executive Secretary †	0.10		0.00	
7580	Housing Programs Aide	1.00		1.00	
7280	Senior Accounting Assistant †	1.00		1.00	
7010	Accounting Assistant	1.00		1.00	
	Community Development Commission Secretary	0.00		0.35	
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		0.00	
	SUBTOTAL	<u>33.90</u>		<u>32.65</u>	
	TOTAL PERSONNEL	<u><u>86.00</u></u>		<u><u>80.60</u></u>	
<p>* Position contingent upon Oversight Board and Department of Finance approval of South Main Commercial Corridor Settlement agreement and the repayment of SERAF loan as an enforceable obligation.</p> <p>† Unfunded positions; potential funding contingent upon Oversight Board and Department of Finance approval of LMHF Settlement agreement and the repayment of SERAF loan as an enforceable obligation.</p> <p>‡ Unfunded position for FY 12/13.</p>					

**COMMUNITY DEVELOPMENT AGENCY
DIVISION RESOURCE SUMMARY**

Administrative Services Division

ACTIVITIES	ACTUAL FY 09-10	ACTUAL FY 10-11	ADOPTED FY 11-12	PROPOSED FY 12-13
Administration				
57018843 Administrative Services	19,453,552	5,123,095	1,774,825	0
SUBTOTAL	19,453,552	5,123,095	1,774,825	0
Successor Agency				
67018843 Successor Agency	0	0	0	719,835
65318830 South Main Commercial Corridor	0	0	0	500,000
SUBTOTAL	0	0	0	1,219,835
Federal/State Grants				
13518780 Community Development Block Grant	652,971	396,259	700,000	936,095
13518783 CDBG Projects *	3,125,626	7,544,440	5,775,000	4,129,385
13518785 Emergency Solutions Grant	312,737	303,568	300,000	712,430
13518786 Homelessness Prevention & Rapid Re-Housing	518,314	1,214,442	0	0
13518787 CDBG-Recovery	1,293,783	558,462	0	0
SUBTOTAL	5,903,431	10,017,171	6,775,000	5,777,910
Debt Service/Obligations				
51718020 1989 Tax Allocation Bond Series B	6,545,980	48,898,716	0	0
51818020 1989 Tax Allocation Bond Series E	1,963,474	14,808,136	0	0
52718020 1989 Tax Allocation Bond Series A	804,676	6,116,128	0	0
54718020 1989 Tax Allocation Bond Series C	1,502,436	9,237,288	0	0
55218020 2003 Tax Allocation Bond Series A	1,276,285	1,275,164	1,280,070	0
55318850 South Main Commercial Corridor	51,177	34,624	14,300	0
55418020 2011 Tax Allocation Bond Series A	0	0	4,535,605	0
55818020 2003 Tax Allocation Bond Series B	2,889,463	2,898,067	2,896,250	0
57018850 Merged Obligations	4,879,756	478,907	388,125	0
57118020 Merged Project Area Debt Service	28,178,519	22,132,079	24,044,600	0
57118021 Merged Project Area Obligations	31,425,138	23,551,544	26,458,450	0
65218020 2003 Tax Allocation Bond Series A	0	0	0	1,276,760
65418020 2011 Tax Allocation Bond Series A	0	0	0	4,219,850
65818020 2003 Tax Allocation Bond Series B	0	0	0	2,897,750
67018850 Successor Agency Merged Obligations	0	0	0	208,125
67118021 SA-Redev. Obligation Retirement Fund	0	0	0	17,724,565
SUBTOTAL	79,516,904	129,430,653	59,617,400	26,327,050
TOTAL *	<u>104,873,887</u>	<u>144,570,918</u>	<u>68,167,225</u>	<u>33,324,795</u>
LESS INTERFUND TRANSFERS	(52,587,499)	(43,292,806)	(35,742,505)	(10,759,775)
TOTAL ACTIVITIES *	<u>52,286,388</u>	<u>101,278,113</u>	<u>32,424,720</u>	<u>22,565,020</u>
* Amount includes funds provided to other departments for various projects and programs				

**COMMUNITY DEVELOPMENT AGENCY
DIVISION RESOURCE SUMMARY**

Administrative Services Division

OPERATING EXPENSE		ACTUAL FY 09-10	ACTUAL FY 10-11	ADOPTED FY 11-12	PROPOSED FY 12-13
61000	Personnel	3,350,836	2,737,270	3,537,545	3,005,810
62000	Contractual	1,862,541	1,955,003	2,380,825	2,327,160
63000	Commodities	23,169	23,873	35,500	43,055
65000	Fixed Charges	982,265	917,228	432,380	149,505
66000	Capital	1,306,012	5,460,094	3,063,170	2,227,310
67000	Debt Service	14,711,014	75,789,638	10,490,925	10,874,860
68000	Interfund Transfers	52,587,499	43,292,806	35,742,505	10,759,775
69000	Miscellaneous	30,050,551	14,395,007	12,484,375	3,937,320
	TOTAL *	<u>104,873,887</u>	<u>144,570,918</u>	<u>68,167,225</u>	<u>33,324,795</u>
	LESS INTERFUND TRANSFERS	(52,587,499)	(43,292,806)	(35,742,505)	(10,759,775)
	TOTAL OPERATING *	<u>52,286,388</u>	<u>101,278,113</u>	<u>32,424,720</u>	<u>22,565,020</u>
	* Amount includes funds provided to other departments for various projects and programs				

Class Code	AUTHORIZED PERSONNEL	ADOPTED FY 11-12		PROPOSED FY 12-13	
		Full Time		Full Time	
2491	Deputy City Manager for Dev Services	0.15		0.30	
2865	Asst Director of Community Development *	0.90		0.80	
2460	Housing Division Manager	0.10		0.10	
0605	Redevelopment Program Manager	0.00		1.00	
0150	Senior Management Analyst *	1.00		0.80	
1840	Housing Programs Analyst	0.20		0.35	
0520	Housing Programs Coordinator	0.05		0.00	
2700	Senior Residential Construction Specialist	0.10		0.20	
2710	Residential Construction Specialist	0.00		0.30	
7000	Loan Specialist	0.10		0.20	
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		1.50	
7280	Senior Accounting Assistant *	1.75		1.50	
7584	Senior Community Development Analyst	1.00		1.00	
0350	Economic Development Specialist III	0.00		0.10	
0560	Economic Development Specialist I †	0.00		0.75	
0580	Redevelopment Project Manager I	0.00		1.00	
7390	Executive Secretary	0.70		1.00	
	Community Development Commission Secretary	0.00		0.40	
7270	Secretary	0.80		1.00	
7330	Senior Office Assistant *	0.60		1.00	
	TOTAL	<u>16.40</u>		<u>20.30</u>	
	* Portions of these positions are also included as part of either the Parking Enterprise Fund and/or the CDA Downtown Maintenance Fund.				
	† Position contingent upon Oversight Board and Department of Finance approval of South Main Commercial Corridor Settlement agreement and the repayment of SERAF loan as an enforceable obligation.				

COMMUNITY DEVELOPMENT AGENCY

ADMINISTRATIVE SERVICES

PROGRAM
Various

Statement of Purpose

To provide professional, reliable services and products in a courteous, resourceful and responsive manner which meet or exceed customer expectations.

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, and to make payments for enforceable obligations.

SERVICE PROGRAM

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 all payments required to satisfy enforceable obligations of the former Redevelopment Agency.

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.

The Homeless Emergency Assistance and Rapid Transition to Housing Act of 2009 (HEARTH Act) revised the Emergency Shelter Grant Program and changed the name to the Emergency Solutions Grant (ESG) As part of the HEARTH Act, eligible ESG activities are Street Outreach, Shelter, Homelessness Prevention, Rapid Re-Housing and Administration.

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.

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.

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 10-11 & FY 11-12				
<ul style="list-style-type: none"> * Continued to manage Agency financial resources effectively to address continuing budget challenges. * Analyzed the legislation to determine and implement actions and activities that need to occur as part of the dissolution of Redevelopment. * Prepared and submitted all required Housing and Urban Development reports. 				
Action Plan for FY 2012-13				
PERFORMANCE MEASURES	Actual	Actual	Estimated	Objective
	FY 09-10	FY 10-11	FY 11-12	FY 12-13
<p>Service Level Achieve a service level objective, measured on a scale of 1-5, for the following:</p> <ul style="list-style-type: none"> Accuracy of responses to finance/budget related inquiries Providing responsive agenda preparation Assistance with budget preparation and required reporting Assistance in Agency policy matters 	5.0	5.0	5.0	5.0
	5.0	5.0	5.0	5.0
	5.0	5.0	5.0	5.0
	5.0	5.0	5.0	5.0
<p>Effectiveness % of payments processed within 10 days</p>	100%	100%	100%	100%
<p>Efficiency # of objectives completed on schedule</p>	4	5	5	5
<p># of processes improved through TQS</p>	1	1	1	1

COMMUNITY DEVELOPMENT AGENCY

ADMINISTRATIVE SERVICES		ACCOUNT UNIT			
Merged		57018843			
Account Code	LINE ITEM RESOURCES	ACTUAL FY 09-10	ACTUAL FY 10-11	ADOPTED FY 11-12	PROPOSED FY 12-13
61000	Salaries Regular	551,796	505,390	548,230	0
61020	Salaries Part-Time	86,053	198,940	180,005	0
61040	Salaries Overtime	1,985	373	10,000	0
61100	Retirement-Employer Contribution	40,460	37,141	56,955	0
61110	Part-Time Retirement	1,016	3,365	9,720	0
61120	Medicare Insurance	6,305	9,171	10,560	0
61130	Health Insurance	114,492	128,372	109,370	0
61170	Retiree Health Benefits	3,235	4,546	7,665	0
61180	Worker Compensation Insurance	8,394	10,421	9,975	0
	SUBTOTAL PERSONNEL	813,736	897,719	942,480	0
62010	Communications	15,792	18,510	20,000	0
62012	Cellular Phone Charges	1,216	813	1,000	0
62120	Training, Transportation, Meeting	4,163	4,371	7,310	0
62140	Membership, Subscription and Dues	15,517	16,275	15,240	0
62200	Advertising	3,170	5,933	8,500	0
62300	Contract Services-Professional	206,392	119,932	241,735	0
62302	Contracted Vendor Personnel Services	37,298	7,037	120,000	0
62322	M & R Machinery & Equipment	250	154	500	0
62400	Auditor Fee	0	0	20,000	0
62600	Parking Validation	3,199	2,446	1,500	0
62700	Auto Expense	490	2,470	600	0
	SUBTOTAL CONTRACTUAL	287,487	177,941	436,385	0
63001	Miscellaneous Operating Expenses	16,721	21,629	25,000	0
	SUBTOTAL COMMODITIES	16,721	21,629	25,000	0
65000	Building Rental	35,635	35,635	35,635	0
65010	Rental City Equipment	2,845	3,875	3,875	0
65040	Computer Services Charge	6,330	4,200	4,200	0
65050	IS Strategic Plan	107,915	107,915	117,915	0
65100	Insurance Charges	156,295	59,510	59,510	0
65205	Internal Departments Personnel Charges	50,119	48,655	61,455	0
65400	Indirect Costs	84,972	82,934	86,370	0
	SUBTOTAL FIXED CHARGES	444,111	342,724	368,960	0
66400	Machinery & Equipment	924	0	0	0
66510	Computer Software	1,317	0	2,000	0
	SUBTOTAL CAPITAL	2,241	0	2,000	0
69166	ERAF Payment	17,889,256	3,683,082	0	0
	SUBTOTAL MISCELLANEOUS	17,889,256	3,683,082	0	0
	TOTAL	19,453,552	5,123,095	1,774,825	0

COMMUNITY DEVELOPMENT AGENCY

ADMINISTRATIVE SERVICES		ACCOUNT UNIT			
Merged		57018843			
Class Code	AUTHORIZED PERSONNEL	ADOPTED FY 11-12		PROPOSED FY 12-13	
		Full Time		Full Time	
2491	Deputy City Manager for Dev Services	0.10		0.00	
2865	Asst. Director of Community Development	0.60		0.00	
0150	Senior Management Analyst	0.95		0.00	
1720	Management Analyst	0.90		0.00	
7280	Senior Accounting Assistant	1.65		0.00	
7390	Executive Secretary	0.70		0.00	
7584	Senior Community Development Analyst	0.25		0.00	
7270	Secretary	0.70		0.00	
7330	Senior Office Assistant	0.30		0.00	
	TOTAL	<u>6.15</u>		<u>0.00</u>	

COMMUNITY DEVELOPMENT AGENCY

ADMINISTRATIVE SERVICES			ACCOUNT UNIT		
Central City (Debt Service)			51718020		
Account Code	LINE ITEM RESOURCES	ACTUAL FY 09-10	ACTUAL FY 10-11	ADOPTED FY 11-12	PROPOSED FY 12-13
67300	Bond Principal	2,685,000	41,340,000	0	0
67310	Bond Interest	<u>3,081,980</u>	<u>1,293,420</u>	<u>0</u>	<u>0</u>
	SUBTOTAL DEBT SERVICE	5,766,980	42,633,420	0	0
68000-402	Transfer to Fund 402	0	1,908,539	0	0
68000-554	Transfer to Fund 554	0	4,271,480	0	0
68000-570	Transfer to Fund 570	<u>779,000</u>	<u>85,277</u>	<u>0</u>	<u>0</u>
	SUBTOTAL INTERFUND TRANSFERS	779,000	6,265,296	0	0
	TOTAL	<u>6,545,980</u>	<u>48,898,716</u>	<u>0</u>	<u>0</u>

ADMINISTRATIVE SERVICES			ACCOUNT UNIT		
Central City (Debt Service)			51818020		
Account Code	LINE ITEM RESOURCES	ACTUAL FY 09-10	ACTUAL FY 10-11	ADOPTED FY 11-12	PROPOSED FY 12-13
67300	Bond Principal	800,000	12,675,000	0	0
67310	Bond Interest	<u>967,349</u>	<u>401,296</u>	<u>0</u>	<u>0</u>
	SUBTOTAL DEBT SERVICE	1,767,349	13,076,296	0	0
68000-554	Transfer to Fund 554	0	1,731,840	0	0
68000-570	Transfer to Fund 570	<u>196,125</u>	<u>0</u>	<u>0</u>	<u>0</u>
	SUBTOTAL INTERFUND TRANSFERS	196,125	1,731,840	0	0
	TOTAL	<u>1,963,474</u>	<u>14,808,136</u>	<u>0</u>	<u>0</u>

ADMINISTRATIVE SERVICES			ACCOUNT UNIT		
Inter City (Debt Service)			52718020		
Account Code	LINE ITEM RESOURCES	ACTUAL FY 09-10	ACTUAL FY 10-11	ADOPTED FY 11-12	PROPOSED FY 12-13
67300	Bond Principal	345,000	5,270,000	0	0
67310	Bond Interest	<u>394,581</u>	<u>170,448</u>	<u>0</u>	<u>0</u>
	SUBTOTAL DEBT SERVICE	739,581	5,440,448	0	0
68000-554	Transfer to Fund 554	0	675,680	0	0
68000-570	Transfer to Fund 570	<u>65,095</u>	<u>0</u>	<u>0</u>	<u>0</u>
	SUBTOTAL INTERFUND TRANSFERS	65,095	675,680	0	0
	TOTAL	<u>804,676</u>	<u>6,116,128</u>	<u>0</u>	<u>0</u>

COMMUNITY DEVELOPMENT AGENCY

ADMINISTRATIVE SERVICES		ACCOUNT UNIT			
South Harbor (Debt Service)		54718020			
Account Code	LINE ITEM RESOURCES	ACTUAL FY 09-10	ACTUAL FY 10-11	ADOPTED FY 11-12	PROPOSED FY 12-13
67300	Bond Principal	595,000	9,045,000	0	0
67310	Bond Interest	<u>665,531</u>	<u>192,287</u>	<u>0</u>	<u>0</u>
	SUBTOTAL DEBT SERVICE	1,260,531	9,237,287	0	0
68000-554	Transfer to Fund 554	0	1	0	0
68000-570	Transfer to Fund 570	<u>241,905</u>	<u>0</u>	<u>0</u>	<u>0</u>
	SUBTOTAL INTERFUND TRANSFERS	241,905	1	0	0
	TOTAL	<u><u>1,502,436</u></u>	<u><u>9,237,288</u></u>	<u><u>0</u></u>	<u><u>0</u></u>

ADMINISTRATIVE SERVICES		ACCOUNT UNIT			
South Main (Debt Service)		55218020			
Account Code	LINE ITEM RESOURCES	ACTUAL FY 09-10	ACTUAL FY 10-11	ADOPTED FY 11-12	PROPOSED FY 12-13
62300	Contract Services-Professional	(2,300)	1,375	1,500	0
62302	Contracted Vendor Personnel Services	2,800	0	0	0
62401	Trustee Fees	<u>4,600</u>	<u>2,492</u>	<u>4,000</u>	<u>0</u>
	SUBTOTAL CONTRACTUAL	5,100	3,867	5,500	0
67300	Bond Principal	510,000	525,000	545,000	0
67310	Bond Interest	<u>761,185</u>	<u>746,297</u>	<u>729,570</u>	<u>0</u>
	SUBTOTAL DEBT SERVICE	1,271,185	1,271,297	1,274,570	0
	TOTAL	<u><u>1,276,285</u></u>	<u><u>1,275,164</u></u>	<u><u>1,280,070</u></u>	<u><u>0</u></u>

ADMINISTRATIVE SERVICES		ACCOUNT UNIT			
South Main (Debt Service)		55818020			
Account Code	LINE ITEM RESOURCES	ACTUAL FY 09-10	ACTUAL FY 10-11	ADOPTED FY 11-12	PROPOSED FY 12-13
62300	Contract Services-Professional	2,300	1,375	1,500	0
62401	Trustee Fees	<u>0</u>	<u>2,492</u>	<u>4,000</u>	<u>0</u>
	SUBTOTAL CONTRACTUAL	2,300	3,867	5,500	0
67300	Bond Principal	1,730,000	1,810,000	1,890,000	0
67310	Bond Interest	<u>1,157,163</u>	<u>1,084,200</u>	<u>1,000,750</u>	<u>0</u>
	SUBTOTAL DEBT SERVICE	2,887,163	2,894,200	2,890,750	0
	TOTAL	<u><u>2,889,463</u></u>	<u><u>2,898,067</u></u>	<u><u>2,896,250</u></u>	<u><u>0</u></u>

COMMUNITY DEVELOPMENT AGENCY

ADMINISTRATIVE SERVICES		ACCOUNT UNIT			
Merged (Debt Service)		55418020			
Account Code	LINE ITEM RESOURCES	ACTUAL FY 09-10	ACTUAL FY 10-11	ADOPTED FY 11-12	PROPOSED FY 12-13
62300	Contract Services-Professional	0	0	3,000	0
62401	Trustee Fees	<u>0</u>	<u>0</u>	<u>7,000</u>	<u>0</u>
	SUBTOTAL CONTRACTUAL	0	0	10,000	0
67310	Bond Interest	<u>0</u>	<u>0</u>	<u>4,525,605</u>	<u>0</u>
	SUBTOTAL DEBT SERVICE	0	0	4,525,605	0
	TOTAL	<u><u>0</u></u>	<u><u>0</u></u>	<u><u>4,535,605</u></u>	<u><u>0</u></u>

ADMINISTRATIVE SERVICES		ACCOUNT UNIT			
Merged (Debt Service)		57118020			
Account Code	LINE ITEM RESOURCES	ACTUAL FY 09-10	ACTUAL FY 10-11	ADOPTED FY 11-12	PROPOSED FY 12-13
67002	Interest-Santa Ana Venture	<u>1,018,225</u>	<u>1,236,690</u>	<u>1,800,000</u>	<u>0</u>
	SUBTOTAL DEBT SERVICE	1,018,225	1,236,690	1,800,000	0
68000-517	Transfer to Fund 517	5,766,985	4,188,420	0	0
68000-518	Transfer to Fund 518	1,767,350	1,266,296	0	0
68000-527	Transfer to Fund 527	739,580	540,449	0	0
68000-547	Transfer to Fund 547	1,260,530	832,287	0	0
68000-552	Transfer to Fund 552	1,275,685	1,277,300	1,280,070	0
68000-553	Transfer to Fund 553	30,814	1,544,852	2,362,225	0
68000-554	Transfer to Fund 554	0	0	4,535,605	0
68000-558	Transfer to Fund 558	2,888,665	2,899,400	2,896,250	0
68000-570	Transfer to Fund 570	5,806,595	5,808,695	7,739,590	0
68010-011	Loan Payment to Fund 011	<u>7,624,090</u>	<u>2,537,690</u>	<u>3,430,860</u>	<u>0</u>
	SUBTOTAL INTERFUND TRANSFERS	27,160,294	20,895,389	22,244,600	0
	TOTAL	<u><u>28,178,519</u></u>	<u><u>22,132,079</u></u>	<u><u>24,044,600</u></u>	<u><u>0</u></u>

COMMUNITY DEVELOPMENT AGENCY

ADMINISTRATIVE SERVICES		ACCOUNT UNIT			
Merged (Obligations)		57018850			
Account Code	LINE ITEM RESOURCES	ACTUAL FY 09-10	ACTUAL FY 10-11	ADOPTED FY 11-12	PROPOSED FY 12-13
62300	Contract Services-Professional	7,721	8,525	0	0
62500	Rent Payments	<u>253,774</u>	<u>470,382</u>	<u>388,125</u>	<u>0</u>
	SUBTOTAL CONTRACTUAL	261,495	478,907	388,125	0
68000-507	Transfer to Fund 507	<u>3,679,545</u>	<u>0</u>	<u>0</u>	<u>0</u>
	SUBTOTAL INTERFUND TRANSFERS	3,679,545	0	0	0
69142	Payment to Other Agencies	<u>938,716</u>	<u>0</u>	<u>0</u>	<u>0</u>
	SUBTOTAL MISCELLANEOUS	938,716	0	0	0
	TOTAL	<u><u>4,879,756</u></u>	<u><u>478,907</u></u>	<u><u>388,125</u></u>	<u><u>0</u></u>

ADMINISTRATIVE SERVICES		ACCOUNT UNIT			
Merged (Obligations)		57118021			
Account Code	LINE ITEM RESOURCES	ACTUAL FY 09-10	ACTUAL FY 10-11	ADOPTED FY 11-12	PROPOSED FY 12-13
62300	Contract Services-Professional	<u>755,798</u>	<u>823,155</u>	<u>985,000</u>	<u>0</u>
	SUBTOTAL CONTRACTUAL	755,798	823,155	985,000	0
68000-553	Transfer to Fund 553	0	49,218	0	0
68000-507	Transfer to Fund 507	14,148,801	13,675,382	13,497,905	0
68000-570	Transfer to Fund 570	<u>6,316,734</u>	<u>0</u>	<u>0</u>	<u>0</u>
	SUBTOTAL INTERFUND TRANSFERS	20,465,535	13,724,600	13,497,905	0
69135	Payment to Subagent	4,190,514	0	0	0
69142	Payment to Other Agencies	6,013,291	9,003,789	10,341,500	0
69166	ERAF Payment	<u>0</u>	<u>0</u>	<u>1,634,045</u>	<u>0</u>
	SUBTOTAL MISCELLANEOUS	10,203,805	9,003,789	11,975,545	0
	TOTAL	<u><u>31,425,138</u></u>	<u><u>23,551,544</u></u>	<u><u>26,458,450</u></u>	<u><u>0</u></u>

COMMUNITY DEVELOPMENT AGENCY

ADMINISTRATIVE SERVICES		ACCOUNT UNIT			
Commercial Corridor		55318850			
Account Code	LINE ITEM RESOURCES	ACTUAL FY 09-10	ACTUAL FY 10-11	ADOPTED FY 11-12	PROPOSED FY 12-13
61000	Salaries Regular	1,381	0	0	0
61020	Salaries Part-Time	1,184	0	0	0
61040	Salaries Overtime	0	89	0	0
61100	Retirement-Employer Contribution	94	0	0	0
61110	Part-Time Retirement	35	0	0	0
61120	Medicare Insurance	20	(24)	0	0
61130	Health Insurance	102	0	0	0
61170	Retiree Health Benefits	15	0	0	0
61180	Worker Compensation Insurance	27	0	0	0
	SUBTOTAL PERSONNEL	<u>2,858</u>	<u>65</u>	0	0
62000	Utilities	557	0	0	0
62300	Contract Services-Professional	16,538	34,559	14,300	0
62500	Rent Payments	31,224	0	0	0
	SUBTOTAL CONTRACTUAL	48,319	34,559	14,300	0
	TOTAL	<u><u>51,177</u></u>	<u><u>34,624</u></u>	<u><u>14,300</u></u>	<u><u>0</u></u>

COMMUNITY DEVELOPMENT AGENCY

SUCCESSOR AGENCY		PROGRAM		
Operations		Various		
Statement of Purpose				
<p><i>To wind down the affairs of the former Redevelopment Agency pursuant to AB 1X 26.</i></p>				
Accomplishments in FY 10-11 & FY 11-12				
<ul style="list-style-type: none"> * Managed Enforceable Obligations. * Continued facilitating Audi and Honda expansions. * Facilitated Crevier BMW and Mini Phase II improvements, as applicable. * Initiated implementation of AB X1 26 including: EOPS & ROPS, Successor Agency & Successor Housing Agency establishment and staffing and Oversight Board establishment and staffing. * Facilitated Latino Health Access park project. * Coordination with DOF and other required entities. * Continued on-going efforts to assist MainPlace with expansion. * Continued to monitor Discovery Science Center expansion. 				
Action Plan for FY 2012-13				
<ul style="list-style-type: none"> * Manage and implement Enforceable Obligations (projects/financial obligations.) * Develop strategy for and disposition of Agency property assets. * Prepare (2) six-month ROP's. * Staff Successor Agency and Oversight Board. * Review and consolidate all Agency files/office systems. * Develop Enforceable Obligations strategy/time-line. * Create a new Successor Agency financial process. 				
PERFORMANCE MEASURES	Actual	Actual	Estimated	Objective
	FY 09-10	FY 10-11	FY 11-12	FY 12-13
Service Level				
RFQs/RFPs issued	N/A	N/A	N/A	1
Agreements approved	N/A	N/A	N/A	5
Effectiveness				
Percentage of objectives completed on schedule	N/A	N/A	N/A	1
Efficiency				
No. of projects administered	N/A	N/A	N/A	20

COMMUNITY DEVELOPMENT AGENCY

SUCCESSOR AGENCY		ACCOUNT UNIT			
Administration		67018843			
Account Code	LINE ITEM RESOURCES	ACTUAL FY 09-10	ACTUAL FY 10-11	ADOPTED FY 11-12	PROPOSED FY 12-13
61000	Salaries Regular	0	0	0	245,995
61100	Retirement-Employer Contribution	0	0	0	26,075
61120	Medicare Insurance	0	0	0	3,565
61130	Health Insurance	0	0	0	48,985
61170	Retiree Health Benefits	0	0	0	2,365
61180	Worker Compensation Insurance	0	0	0	4,385
	SUBTOTAL PERSONNEL	0	0	0	331,370
62010	Communications	0	0	0	12,000
62300	Contract Services-Professional	0	0	0	241,315
62302	Contracted Vendor Personnel Services	0	0	0	53,400
	M & R Machinery & Equipment	0	0	0	500
	SUBTOTAL CONTRACTUAL	0	0	0	307,215
63001	Miscellaneous Operating Expenses	0	0	0	30,490
	SUBTOTAL COMMODITIES	0	0	0	30,490
65000	Building Rental	0	0	0	13,090
65010	Rental City Equipment	0	0	0	1,555
65040	Computer Services Charge	0	0	0	140
65050	IS Strategic Plan	0	0	0	5,415
65100	Insurance Charges	0	0	0	8,960
65400	Indirect Costs	0	0	0	21,600
	SUBTOTAL FIXED CHARGES	0	0	0	50,760
	TOTAL	0	0	0	719,835

Class Code	AUTHORIZED PERSONNEL	ADOPTED FY 11-12		PROPOSED FY 12-13	
		Full Time		Full Time	
2491	Deputy City Manager for Dev Services	0.00		0.12	
1190	Executive Director, Community Development	0.00		0.20	
	Community Development Program Manager	0.00		0.25	
0350	Economic Development Specialist III	0.00		0.10	
0150	Senior Management Analyst	0.00		0.54	
0580	Redevelopment Project Manager I	0.00		0.15	
7280	Senior Accounting Assistant	0.00		0.42	
	Community Development Commission Secretary	0.00		0.25	
7330	Senior Office Assistant	0.00		0.30	
	TOTAL	0.00		2.33	

COMMUNITY DEVELOPMENT AGENCY

SUCCESSOR AGENCY		ACCOUNT UNIT			
Merged (Debt Service)		65418020			
Account Code	LINE ITEM RESOURCES	ACTUAL FY 09-10	ACTUAL FY 10-11	ADOPTED FY 11-12	PROPOSED FY 12-13
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>4,209,850</u>
	SUBTOTAL DEBT SERVICE	0	0	0	4,209,850
	TOTAL	<u><u>0</u></u>	<u><u>0</u></u>	<u><u>0</u></u>	<u><u>4,219,850</u></u>

SUCCESSOR AGENCY		ACCOUNT UNIT			
South Main (Debt Service)		65218020			
Account Code	LINE ITEM RESOURCES	ACTUAL FY 09-10	ACTUAL FY 10-11	ADOPTED FY 11-12	PROPOSED FY 12-13
62300	Contract Services-Professional	0	0	0	1,500
62401	Trustee Fees	<u>0</u>	<u>0</u>	<u>0</u>	<u>4,000</u>
	SUBTOTAL CONTRACTUAL	0	0	0	5,500
67300	Bond Principal	0	0	0	560,000
67310	Bond Interest	<u>0</u>	<u>0</u>	<u>0</u>	<u>711,260</u>
	SUBTOTAL DEBT SERVICE	0	0	0	1,271,260
	TOTAL	<u><u>0</u></u>	<u><u>0</u></u>	<u><u>0</u></u>	<u><u>1,276,760</u></u>

SUCCESSOR AGENCY		ACCOUNT UNIT			
South Main (Debt Service)		65818020			
Account Code	LINE ITEM RESOURCES	ACTUAL FY 09-10	ACTUAL FY 10-11	ADOPTED FY 11-12	PROPOSED FY 12-13
62300	Contract Services-Professional	0	0	0	1,500
62401	Trustee Fees	<u>0</u>	<u>0</u>	<u>0</u>	<u>2,500</u>
	SUBTOTAL CONTRACTUAL	0	0	0	4,000
67300	Bond Principal	0	0	0	1,990,000
67310	Bond Interest	<u>0</u>	<u>0</u>	<u>0</u>	<u>903,750</u>
	SUBTOTAL DEBT SERVICE	0	0	0	2,893,750
	TOTAL	<u><u>0</u></u>	<u><u>0</u></u>	<u><u>0</u></u>	<u><u>2,897,750</u></u>

COMMUNITY DEVELOPMENT AGENCY

SUCCESSOR AGENCY		ACCOUNT UNIT			
Merged (Obligations)		67018850			
Account Code	LINE ITEM RESOURCES	ACTUAL FY 09-10	ACTUAL FY 10-11	ADOPTED FY 11-12	PROPOSED FY 12-13
62500	Rent Payments	0	0	0	208,125
	SUBTOTAL CONTRACTUAL	0	0	0	208,125
	TOTAL	<u>0</u>	<u>0</u>	<u>0</u>	<u>208,125</u>
SUCCESSOR AGENCY		ACCOUNT UNIT			
Redevelopment Obligation Retirement Fund		67118021			
Account Code	LINE ITEM RESOURCES	ACTUAL FY 09-10	ACTUAL FY 10-11	ADOPTED FY 11-12	PROPOSED FY 12-13
61000	Salaries Regular	0	0	0	56,670
61100	Retirement-Employer Contribution	0	0	0	5,785
61120	Medicare Insurance	0	0	0	820
61130	Health Insurance	0	0	0	9,080
61170	Retiree Health Benefits	0	0	0	285
61180	Worker Compensation Insurance	0	0	0	1,130
	SUBTOTAL PERSONNEL	0	0	0	73,770
62251	Other Agency Services	0	0	0	65,000
62300	Contract Services-Professional	0	0	0	950,000
62400	Auditor Fees	0	0	0	57,000
62500	Rent Payments	0	0	0	180,000
	SUBTOTAL CONTRACTUAL	0	0	0	1,252,000
65400	Indirect Costs	0	0	0	4,975
	SUBTOTAL FIXED CHARGES	0	0	0	4,975
67002	Interest-Santa Ana Venture	0	0	0	2,500,000
	SUBTOTAL DEBT SERVICE	0	0	0	2,500,000
68000-027	Transfer to Fund 027	0	0	0	1,665,415
68000-652	Transfer to Fund 652	0	0	0	1,276,760
68000-654	Transfer to Fund 654	0	0	0	4,219,850
68000-658	Transfer to Fund 658	0	0	0	2,897,750
68000-670	Transfer to Fund 670	0	0	0	700,000
	SUBTOTAL INTERFUND TRANSFERS	0	0	0	10,759,775
69140	Payment to Other Districts	0	0	0	1,000,000
69166	ERAF Payment	0	0	0	2,134,045
	SUBTOTAL MISCELLANEOUS	0	0	0	3,134,045
	TOTAL	<u>0</u>	<u>0</u>	<u>0</u>	<u>17,724,565</u>

COMMUNITY DEVELOPMENT AGENCY

SUCCESSOR AGENCY South Main Commercial Corridor	PROGRAM 65318830
Statement of Purpose <i>To strengthen the City's economic base and enhance its image by providing public improvements, including commercial improvements, to the South Main Corridor, consistent with the South Main Settlement Agreement.</i>	
<p style="text-align: center;"><u>SERVICE PROGRAM</u></p> <p>SOUTH MAIN BUILDING RENOVATION PROGRAM</p> <p>To enhance the visual appearance of the South Main Corridor with a cohesive and comprehensive architectural design that reflects the history of this commercial district. The Successor Agency proposes to fund the necessary exterior building improvements, including design, construction and oversight. The Successor Agency will enter into an agreement with property owners for work to be done on their property. The property owner will be required to maintain the new improvements. Program contract is subject to Oversight Board approval.</p>	

COMMUNITY DEVELOPMENT AGENCY

SUCCESSOR AGENCY		ACCOUNT UNIT			
South Main (Projects)		65318830			
Account Code	LINE ITEM RESOURCES	ACTUAL FY 09-10	ACTUAL FY 10-11	ADOPTED FY 11-12	PROPOSED FY 12-13
62300	Contract Services-Professional	<u>0</u>	<u>0</u>	<u>0</u>	<u>250,000</u>
	SUBTOTAL CONTRACTUAL	0	0	0	250,000
66220	Improvements Other Than Building	<u>0</u>	<u>0</u>	<u>0</u>	<u>250,000</u>
	SUBTOTAL CAPITAL	0	0	0	250,000
	TOTAL	<u><u>0</u></u>	<u><u>0</u></u>	<u><u>0</u></u>	<u><u>500,000</u></u>
Class Code	AUTHORIZED PERSONNEL	ADOPTED FY 11-12		PROPOSED FY 12-13	
		Full Time		Full Time	
0560	Economic Development Specialist I *	<u>0.00</u>		<u>0.75</u>	
	TOTAL	<u><u>0.00</u></u>		<u><u>0.75</u></u>	
	* Position contingent upon Oversight Board and Department of Finance approval of South Main Commercial Corridor Settlement agreement and the repayment of SERAF loan as an enforceable obligation.				

COMMUNITY DEVELOPMENT AGENCY

ADMINISTRATIVE SERVICES			PROGRAM	
Community Development Block Grant (CDBG)/Emergency Solutions Grant (ESG)			Various	
Statement of Purpose				
<p><i>To maintain Housing and Urban Development's (HUD's) Community Development Block Grant (CDBG) and Emergency Solutions 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.</p>				
Accomplishments in FY 10-11 & FY 11-12				
<ul style="list-style-type: none"> * Provided administrative oversight for 12 CDBG programs/projects and 13 ESG programs in 10-11. Facilitated the FY 11-12 application and funding process 14 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. * Continued to implement Homeless Prevention and Rapid Re-Housing according to HUD guidelines * Prepared a substantial amendment to the 2011-2012 action plan to receive the second allocation of ESG funds 				
Action Plan for FY 2012-13				
<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. * Closeout and Homeless Prevention and Rapid Re-Housing according to HUD guidelines * Implement new Emergency Solutions Grant program requirements (Formerly Emergency Shelter Grant) 				
PERFORMANCE MEASURES	Actual	Actual	Estimated	Objective
	FY 09-10	FY 10-11	FY 11-12	FY 12-13
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	\$4,118,658 \$312,737	\$8,329,598 \$303,568	\$6,800,000 \$300,000	\$5,680,480 \$712,430
Efficiency Projects/programs funded with CDBG	14	12	11	17

COMMUNITY DEVELOPMENT AGENCY

ADMINISTRATIVE SERVICES		ACCOUNT UNIT			
Community Development Block Grant-Admin		13518780			
Account Code	LINE ITEM RESOURCES	ACTUAL FY 09-10	ACTUAL FY 10-11	ADOPTED FY 11-12	PROPOSED FY 12-13
61000	Salaries Regular	358,327	236,103	357,380	332,460
61020	Salaries Part-Time	10,080	3,442	25,455	70,320
61040	Salaries Overtime	1,390	1,087	5,000	10,000
61100	Retirement-Employer Contribution	23,351	13,580	36,040	32,510
61110	Part-Time Retirement	0	0	1,945	5,945
61120	Medicare Insurance	3,988	3,155	5,550	5,840
61130	Health Insurance	40,429	32,325	53,015	60,705
61170	Retiree Health Benefits	2,370	2,921	4,870	3,930
61180	Worker Compensation Insurance	5,803	3,417	5,510	4,990
	SUBTOTAL PERSONNEL	445,738	296,030	494,765	526,700
62120	Training, Transportation, Meeting	441	1,013	500	2,000
62140	Membership, Subscription and Dues	95	0	500	500
62200	Advertising	22,772	7,081	10,000	14,000
62300	Contract Services-Professional	144,796	18,216	76,625	210,040
62302	Contracted Vendor Personnel Services	0	42,758	85,000	40,000
62322	M & R Machinery & Equipment	0	0	0	325
62400	Auditor Fee	0	0	0	10,000
	SUBTOTAL CONTRACTUAL	168,104	69,068	172,625	276,865
63001	Miscellaneous Operating Expenses	6,155	2,120	10,000	10,520
	SUBTOTAL COMMODITIES	6,155	2,120	10,000	10,520
65000	Building Rental	10,385	10,385	10,385	18,525
65010	Rental City Equipment	0	2,845	2,845	1,555
65040	Computer Services Charge	0	0	0	200
65050	IS Strategic Plan	0	0	0	7,665
65100	Insurance Charges	0	0	0	12,675
65205	Internal Departments Personnel Charges	12,488	9,780	0	0
65400	Indirect Costs	10,101	6,031	9,380	9,870
	SUBTOTAL FIXED CHARGES	32,974	29,041	22,610	50,490
69135	Payment to Subagent	0	0	0	71,520
	SUBTOTAL MISCELLANEOUS	0	0	0	71,520
	TOTAL	652,971	396,259	700,000	936,095

Class Code	AUTHORIZED PERSONNEL	ADOPTED FY 11-12		PROPOSED FY 12-13	
		Full Time		Full Time	
2491	Deputy City Manager for Dev Services	0.05		0.08	
2865	Asst Director of Community Development	0.30		0.05	
2460	Housing Division Manager	0.10		0.10	
0150	Senior Management Analyst	0.05		0.20	
1840	Housing Programs Analyst	0.20		0.35	
7584	Senior Community Development Analyst	0.50		0.00	
1720	Management Analyst	0.85		0.72	
7280	Senior Accounting Assistant	0.10		0.30	
	Community Development Commission Secretary	0.00		0.15	
7270	Secretary	0.10		0.00	
0520	Housing Programs Coordinator	0.05		0.00	
2700	Senior Residential Construction Specialist	0.10		0.20	
2710	Residential Construction Specialist	0.00		0.30	
7000	Loan Specialist	0.10		0.20	
7330	Senior Office Assistant	0.30		0.40	
	TOTAL	2.80		3.05	

COMMUNITY DEVELOPMENT AGENCY

ADMINISTRATIVE SERVICES		ACCOUNT UNIT			
Community Development Block Grant-Projects		13518783			
Account Code	LINE ITEM RESOURCES	ACTUAL FY 09-10	ACTUAL FY 10-11	ADOPTED FY 11-12	PROPOSED FY 12-13
61000	Salaries Regular	1,398,177	906,360	1,394,415	1,152,570
61020	Salaries Part-Time	244,402	312,277	302,760	419,055
61040	Salaries Overtime	40,521	35,344	30,430	22,970
61100	Retirement-Employer Contribution	103,527	65,544	88,620	140,575
61110	Part-Time Retirement	7,774	11,521	11,160	14,555
61120	Medicare Insurance	12,068	13,299	15,715	18,185
61130	Health Insurance	176,567	140,364	205,695	217,945
61170	Retiree Health Benefits	22,778	7,138	8,235	11,395
61180	Worker Compensation Insurance	29,894	27,287	32,375	35,755
	SUBTOTAL PERSONNEL	2,035,708	1,519,134	2,089,405	2,033,005
62120	Training, Transportation, Meeting	11,233	0	0	0
62300	Contract Services-Professional	322,427	363,639	360,000	0
	SUBTOTAL CONTRACTUAL	333,660	363,639	360,000	0
65000	Building Rental	81,605	66,896	0	0
65010	Rental City Equipment	0	75,796	0	0
65100	Insurance Charges	0	31,256	0	0
65205	Internal Departments Personnel Charges	260,893	294,273	0	0
65400	Indirect Costs	46,337	31,977	40,595	39,070
	SUBTOTAL FIXED CHARGES	388,835	500,198	40,595	39,070
66100	Land	0	248,538	0	0
66220	Improvements Other Than Building	128,616	3,798,504	2,061,170	1,977,310
66400	Machinery & Equipment	0	900,000	1,000,000	0
	SUBTOTAL CAPITAL	128,616	4,947,042	3,061,170	1,977,310
69135	Payment to Subagent	238,807	214,427	223,830	80,000
	SUBTOTAL MISCELLANEOUS	238,807	214,427	223,830	80,000
	TOTAL	<u>3,125,626</u> *	<u>7,544,440</u> *	<u>5,775,000</u> *	<u>4,129,385</u> *

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

COMMUNITY DEVELOPMENT AGENCY

ADMINISTRATIVE SERVICES		ACCOUNT UNIT			
Emergency Solutions Grant		13518785			
Account Code	LINE ITEM RESOURCES	ACTUAL FY 09-10	ACTUAL FY 10-11	ADOPTED FY 11-12	PROPOSED FY 12-13
61000	Salaries Regular	12,419	8,877	8,690	24,280
61020	Salaries Part-Time	0	0	0	9,000
61040	Salaries Overtime	0	221	500	500
61100	Retirement-Employer Contribution	849	509	960	2,710
61110	Part-Time Retirement	0	0	0	780
61120	Medicare Insurance	187	134	125	485
61130	Health Insurance	673	429	380	2,485
61170	Retiree Health Benefits	0	124	150	380
61180	Worker Compensation Insurance	135	97	90	345
	SUBTOTAL PERSONNEL	<u>14,263</u>	<u>10,391</u>	<u>10,895</u>	<u>40,965</u>
62120	Training, Transportation, Meeting	0	0	0	500
62200	Advertising	0	0	500	1,000
62300	Contract Services-Professional	0	0	2,890	8,955
62302	Contracted Vendor Personnel Services	0	0	0	3,000
	SUBTOTAL CONTRACTUAL	<u>0</u>	<u>0</u>	<u>3,390</u>	<u>13,455</u>
63001	Miscellaneous Operating Expenses	0	124	500	2,045
	SUBTOTAL COMMODITIES	<u>0</u>	<u>124</u>	<u>500</u>	<u>2,045</u>
65000	Building Rental	0	0	0	1,610
65040	Computer Services Charge	0	0	0	20
65050	IS Strategic Plan	0	0	0	665
65100	Insurance Charges	0	0	0	1,100
65400	Indirect Costs	344	226	215	815
	SUBTOTAL FIXED CHARGES	<u>344</u>	<u>226</u>	<u>215</u>	<u>4,210</u>
69135	Payment to Subagent	298,130	292,827	285,000	651,755
	SUBTOTAL MISCELLANEOUS	<u>298,130</u>	<u>292,827</u>	<u>285,000</u>	<u>651,755</u>
	TOTAL	<u><u>312,737</u></u>	<u><u>303,568</u></u>	<u><u>300,000</u></u>	<u><u>712,430</u></u>
Class Code	AUTHORIZED PERSONNEL	ADOPTED FY 11-12		PROPOSED FY 12-13	
		Full Time		Full Time	
1720	Management Analyst	<u>0.10</u>		<u>0.20</u>	
	TOTAL	<u><u>0.10</u></u>		<u><u>0.20</u></u>	

COMMUNITY DEVELOPMENT AGENCY

ADMINISTRATIVE SERVICES		ACCOUNT UNIT			
Homelessness Prevention and Rapid Re-Housing		13518786			
Account Code	LINE ITEM RESOURCES	ACTUAL FY 09-10	ACTUAL FY 10-11	ADOPTED FY 11-12	PROPOSED FY 12-13
61000	Salaries Regular	18,069	9,176	0	0
61020	Salaries Part-Time	11,614	2,509	0	0
61040	Salaries Overtime	97	110	0	0
61100	Retirement-Employer Contribution	2,811	795	0	0
61120	Medicare Insurance	365	156	0	0
61130	Health Insurance	1,658	401	0	0
61180	Worker Compensation Insurance	472	113	0	0
	SUBTOTAL PERSONNEL	35,086	13,260	0	0
62300	Contract Services-Professional	278	0	0	0
	SUBTOTAL CONTRACTUAL	278	0	0	0
63001	Miscellaneous Operating Expenses	293	0	0	0
	SUBTOTAL COMMODITIES	293	0	0	0
65400	Indirect Costs	820	300	0	0
	SUBTOTAL FIXED CHARGES	820	300	0	0
69135	Payment to Subagent	481,759	1,200,882	0	0
69138	Payment-Training Portion	78	0	0	0
	SUBTOTAL MISCELLANEOUS	481,837	1,200,882	0	0
	TOTAL	518,314	1,214,442	0	0

ADMINISTRATIVE SERVICES		ACCOUNT UNIT			
Community Development Block Grant-Recovery		13518787			
Account Code	LINE ITEM RESOURCES	ACTUAL FY 09-10	ACTUAL FY 10-11	ADOPTED FY 11-12	PROPOSED FY 12-13
61000	Salaries Regular	2,607	587	0	0
61020	Salaries Part-Time	216	0	0	0
61100	Retirement-Employer Contribution	296	38	0	0
61120	Medicare Insurance	17	9	0	0
61130	Health Insurance	283	31	0	0
61180	Worker Compensation Insurance	28	6	0	0
	SUBTOTAL PERSONNEL	3,447	671	0	0
65205	Internal Departments-Personnel Charges	115,103	44,737	0	0
65400	Indirect Costs	78	2	0	0
	SUBTOTAL FIXED CHARGES	115,181	44,739	0	0
66220	Improvements Other Than Building	1,175,155	513,052	0	0
	SUBTOTAL CAPITAL	1,175,155	513,052	0	0
	TOTAL	1,293,783	558,462	0	0

COMMUNITY DEVELOPMENT AGENCY

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**COMMUNITY DEVELOPMENT AGENCY
DIVISION RESOURCE SUMMARY**

Redevelopment

ACTIVITIES		ACTUAL FY 09-10	ACTUAL FY 10-11	ADOPTED FY 11-12	PROPOSED FY 12-13
Administration					
57018842	Redevelopment	<u>747,758</u>	<u>923,030</u>	<u>1,486,365</u>	<u>0</u>
	SUBTOTAL	747,758	923,030	1,486,365	0
Capital Projects					
55218830	South Main	149,364	12,033	0	0
55318830	South Main Commercial Corridor	82,177	742,743	2,347,925	0
57018830	Merged Project Area	<u>191,798</u>	<u>157,716</u>	<u>3,041,900</u>	<u>0</u>
	SUBTOTAL	423,339	912,492	5,389,825	0
	TOTAL	<u><u>1,171,097</u></u>	<u><u>1,835,522</u></u>	<u><u>6,876,190</u></u>	<u><u>0</u></u>
OPERATING EXPENSE		ACTUAL FY 09-10	ACTUAL FY 10-11	ADOPTED FY 11-12	PROPOSED FY 12-13
61000	Personnel	360,935	412,010	540,745	0
62000	Contractual	217,025	77,857	425,995	0
63000	Commodities	6,846	7,609	10,515	0
65000	Fixed Charges	328,558	427,266	509,110	0
66000	Capital	189,911	775,185	4,639,825	0
69000	Miscellaneous	<u>67,822</u>	<u>135,595</u>	<u>750,000</u>	<u>0</u>
	TOTAL	<u><u>1,171,097</u></u>	<u><u>1,835,522</u></u>	<u><u>6,876,190</u></u>	<u><u>0</u></u>
Class Code	AUTHORIZED PERSONNEL	ADOPTED FY 11-12		PROPOSED FY 12-13	
		Full Time		Full Time	
2491	Deputy City Manager for Dev Services	0.35		0.00	
2865	Asst. Director of Community Development	0.10		0.00	
0605	Redevelopment Program Manager	0.50		0.00	
0600	Redevelopment Project Manager III	1.50		0.00	
7390	Executive Secretary	0.20		0.00	
7270	Secretary	0.20		0.00	
7330	Senior Office Assistant	<u>0.40</u>		<u>0.00</u>	
	TOTAL	<u><u>3.25</u></u>		<u><u>0.00</u></u>	

COMMUNITY DEVELOPMENT AGENCY

REDEVELOPMENT

PROGRAM
Various

Statement of Purpose

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

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

SERVICE PROGRAM

REDEVELOPMENT *

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

* Effective February 1, 2012, the Redevelopment Agency of the City of Santa Ana was dissolved pursuant to AB 1X 26.

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 10-11 & FY 11-12				
<ul style="list-style-type: none"> * Facilitated use of Redevelopment Database as project management and analytical tool. * Continued facilitating Audi and Honda expansions. * Facilitated Crevier Phase II improvements, as applicable. * Began implementation of AB 1 X26 and and AB 1X27. * Continued to facilitate capital improvements at train station. * Facilitated Latino Health Access park project and reuse of El Faison, Mussleman and other properties. * Continued to facilitate deferred maintenance at Bowers Museum. * Continued on-going efforts to assist MainPlace with expansion. * Facilitated Phase II construction of Discovery Science Center. * Facilitated potential expansion at MainPlace. * Continued to facilitate deferred maintenance at Grand Central Arts Center. * Continued to implement the Rebate Program for South Main Street with new program. * Facilitated Fiesta Marketplace Enhancement Development. * Continued master planning efforts for remaining portion of Station District, assisted with development of Phase I, including SARTC-County joint use, & Community Center tot lot and play. * Facilitated potential rehabilitation of old YMCA bldg. 				
Action Plan for FY 2012-13				
<ul style="list-style-type: none"> * Effective February 1, 2012, the Redevelopment Agency of the City of Santa Ana was dissolved pursuant to AB 1X 26. 				
PERFORMANCE MEASURES	Actual	Actual	Estimated	Objective
	FY 09-10	FY 10-11	FY 11-12	FY 12-13
Service Level				
New sites marketed (Agency-Initiated)	4	1	1	N/A
RFQs/RFPs issued	3	3	2	N/A
Agreements approved	8	4	3	N/A
Effectiveness				
Percentage of objectives completed on schedule	90%	90%	90%	N/A
Efficiency				
No. of projects administered	50	50	50	N/A

COMMUNITY DEVELOPMENT AGENCY

REDEVELOPMENT		ACCOUNT UNIT			
Merged		57018842			
Account Code	LINE ITEM RESOURCES	ACTUAL FY 09-10	ACTUAL FY 10-11	ADOPTED FY 11-12	PROPOSED FY 12-13
61000	Salaries Regular	242,038	267,288	346,070	0
61020	Salaries Part-Time	66,496	79,231	81,600	0
61040	Salaries Overtime	379	638	4,000	0
61100	Retirement-Employer Contribution	18,710	17,571	33,410	0
61110	Part-Time Retirement	1,329	1,317	5,435	0
61120	Medicare Insurance	3,161	3,424	6,200	0
61130	Health Insurance	21,628	34,902	52,310	0
61170	Retiree Health Benefits	1,772	1,662	4,175	0
61180	Worker Compensation Insurance	5,422	5,163	7,545	0
	SUBTOTAL PERSONNEL	360,935	411,196	540,745	0
62010	Communications	8,104	7,477	7,500	0
62012	Cellular Phone Charges	0	0	500	0
62120	Training, Transportation, Meeting	7,361	7,607	7,575	0
62140	Membership, Subscription and Dues	12,730	13,988	12,920	0
62200	Advertising	0	0	2,500	0
62300	Contract Services-Professional	17,300	44,387	388,500	0
62322	M & R Machinery & Equipment	0	0	500	0
62700	Auto Expense	5,000	3,500	6,000	0
	SUBTOTAL CONTRACTUAL	50,495	76,959	425,995	0
63001	Miscellaneous Operating Expenses	6,846	7,609	10,515	0
	SUBTOTAL COMMODITIES	6,846	7,609	10,515	0
65000	Building Rental	23,980	23,980	35,900	0
65010	Rental City Equipment	3,875	2,845	2,845	0
65040	Computer Services Charge	0	3,130	3,130	0
65050	IS Strategic Plan	107,915	107,915	167,915	0
65100	Insurance Charges	65,440	162,225	162,225	0
65205	Internal Departments Personnel Charges	86,375	86,375	86,375	0
65400	Indirect Costs	40,973	40,796	50,720	0
	SUBTOTAL FIXED CHARGES	328,558	427,266	509,110	0
66400	Machinery & Equipment	924	0	0	0
	SUBTOTAL CAPITAL	924	0	0	0
	TOTAL	747,758	923,030	1,486,365	0

Class Code	AUTHORIZED PERSONNEL	ADOPTED FY 11-12		PROPOSED FY 12-13	
		Full Time		Full Time	
2491	Deputy City Manager for Dev Services	0.35		0.00	
2865	Asst. Director of Community Development	0.10		0.00	
0605	Redevelopment Program Manager	0.50		0.00	
0600	Redevelopment Project Manager III	1.50		0.00	
7390	Executive Secretary	0.20		0.00	
7270	Secretary	0.20		0.00	
7330	Senior Office Assistant	0.40		0.00	
	TOTAL	3.25		0.00	

COMMUNITY DEVELOPMENT AGENCY

REDEVELOPMENT		ACCOUNT UNIT			
South Main (Projects)		55218830			
Account Code	LINE ITEM RESOURCES	ACTUAL FY 09-10	ACTUAL FY 10-11	ADOPTED FY 11-12	PROPOSED FY 12-13
62300	Contract Services-Professional	<u>148,528</u>	<u>0</u>	<u>0</u>	<u>0</u>
	SUBTOTAL CONTRACTUAL	148,528	0	0	0
66220	Improvements Other Than Building	<u>836</u>	<u>12,033</u>	<u>0</u>	<u>0</u>
	SUBTOTAL CAPITAL	836	12,033	0	0
	TOTAL	<u><u>149,364</u></u>	<u><u>12,033</u></u>	<u><u>0</u></u>	<u><u>0</u></u>

REDEVELOPMENT		ACCOUNT UNIT			
South Main (Projects)		55318830			
Account Code	LINE ITEM RESOURCES	ACTUAL FY 09-10	ACTUAL FY 10-11	ADOPTED FY 11-12	PROPOSED FY 12-13
61020	Salaries Part-Time	0	766	0	0
61110	Part-Time Retirement	0	29	0	0
61120	Medicare Insurance	0	11	0	0
61180	Worker Compensation Insurance	<u>0</u>	<u>8</u>	<u>0</u>	<u>0</u>
	SUBTOTAL PERSONNEL	0	814	0	0
62300	Contract Services-Professional	<u>2,761</u>	<u>188</u>	<u>0</u>	<u>0</u>
	SUBTOTAL CONTRACTUAL	2,761	188	0	0
66100	Land	0	685,382	0	0
66200	Building Improvement	0	0	2,347,925	0
66220	Improvements Other Than Building	<u>75,409</u>	<u>30,955</u>	<u>0</u>	<u>0</u>
	SUBTOTAL CAPITAL	75,409	716,337	2,347,925	0
69108	Commercial Rehab Rebate	<u>4,007</u>	<u>25,404</u>	<u>0</u>	<u>0</u>
	SUBTOTAL MISCELLANEOUS	4,007	25,404	0	0
	TOTAL	<u><u>82,177</u></u>	<u><u>742,743</u></u>	<u><u>2,347,925</u></u>	<u><u>0</u></u>

COMMUNITY DEVELOPMENT AGENCY

REDEVELOPMENT		ACCOUNT UNIT			
Merged (Projects)		57018830			
Account Code	LINE ITEM RESOURCES	ACTUAL FY 09-10	ACTUAL FY 10-11	ADOPTED FY 11-12	PROPOSED FY 12-13
62300	Contract Services-Professional	14,509	710	0	0
62302	Contracted Vendor Personnel Services	<u>732</u>	<u>0</u>	<u>0</u>	<u>0</u>
	SUBTOTAL CONTRACTUAL	15,241	710	0	0
66200	Building Improvement	36,531	0	0	0
66220	Improvements Other Than Building	<u>76,211</u>	<u>46,815</u>	<u>2,291,900</u>	<u>0</u>
	SUBTOTAL CAPITAL	112,742	46,815	2,291,900	0
69108	Commercial Rehab Rebate	<u>63,815</u>	<u>110,191</u>	<u>750,000</u>	<u>0</u>
	SUBTOTAL MISCELLANEOUS	63,815	110,191	750,000	0
	TOTAL	<u><u>191,798</u></u>	<u><u>157,716</u></u>	<u><u>3,041,900</u></u>	<u><u>0</u></u>

**COMMUNITY DEVELOPMENT AGENCY
DIVISION RESOURCE SUMMARY**

Economic Development Division

ACTIVITIES		ACTUAL FY 09-10	ACTUAL FY 10-11	ADOPTED FY 11-12	PROPOSED FY 12-13
Administration					
57018841	Business Outreach and Retention	1,185,486	1,263,110	1,589,220	0
	SUBTOTAL	1,185,486	1,263,110	1,589,220	0
Federal Programs/Grants					
123187xx	Workforce Investment Act	6,446,827	5,646,902	3,513,205	3,947,835
124187xx	Orange County Grants	162,582	39,141	0	194,580
129187xx	Federal Empowerment Zone	2,780,614	54,822	0	0
13118770	CAPOC SAY 2010	3,272	183,109	0	0
132187xx	Department of Labor	599,909	552,375	0	161,635
14118761	EDI Idea High-Tech Education Grant	(477)	0	0	0
	SUBTOTAL	9,992,727	6,476,349	3,513,205	4,304,050
Special Revenue Programs					
02518810	IDB Monitoring	0	0	0	75,260
02518820	Enterprise Zone	0	0	0	503,000
	SUBTOTAL	0	0	0	578,260
	TOTAL	<u>11,178,213</u>	<u>7,739,459</u>	<u>5,102,425</u>	<u>4,882,310</u>
OPERATING EXPENSE		ACTUAL FY 09-10	ACTUAL FY 10-11	ADOPTED FY 11-12	PROPOSED FY 12-13
61000	Personnel	5,685,510	3,657,774	3,253,170	2,640,075
62000	Contractual	843,767	852,678	747,575	488,375
63000	Commodities	191,354	110,316	80,155	67,260
65000	Fixed Charges	493,781	486,668	387,985	202,355
66000	Capital	1,719	30,657	0	0
69000	Miscellaneous	3,962,082	2,601,366	633,540	1,484,245
	TOTAL	<u>11,178,213</u>	<u>7,739,459</u>	<u>5,102,425</u>	<u>4,882,310</u>
Class Code	AUTHORIZED PERSONNEL	ADOPTED FY 11-12		PROPOSED FY 12-13	
		Full Time		Full Time	
2491	Deputy City Manager for Dev Services	0.15		0.00	
2865	Asst Director of Community Development	0.00		0.05	
2690	Economic Development Manager	1.00		1.00	
0350	Economic Development Specialist III	3.00		2.90	
0550	Economic Development Specialist II	2.00		0.00	
0560	Economic Development Specialist I	1.00		1.25	
8374	Workforce Specialist IV	1.00		1.00	
8373	Workforce Specialist III	3.00		3.00	
8372	Workforce Specialist II	14.00		14.00	
0150	Senior Management Analyst	0.00		0.20	
1720	Management Analyst	0.05		0.50	
2399	Graphics Supervisor	1.00		0.00	
4270	Employment Services Fiscal Specialist	1.00		0.00	
7280	Senior Accounting Assistant	0.25		0.50	
	Community Development Commission Secretary	0.00		0.25	
7270	Secretary	1.00		0.00	
7330	Senior Office Assistant	2.00		2.00	
0060	Receptionist	2.00		1.00	
	TOTAL	<u>32.45</u>		<u>27.65</u>	

COMMUNITY DEVELOPMENT AGENCY

ECONOMIC DEVELOPMENT

PROGRAM

Various

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 several sections, each performing one facet of this program. The mission statements for these sections are:

SERVICE PROGRAM

BUSINESS OUTREACH AND RETENTION

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. All future activities will be funded by Enterprise Zone and Workforce Development resources as applicable within the Zone area, and eligible under federal and state funding guidelines.

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.

IDB MONITORING

To monitor Empowerment Zone Industrial Development Bonds (IDB) issued by the City's Industrial Development Authority, for compliance and reporting requirements throughout the life of the loan.

ENTERPRISE ZONE

To promote job growth by encouraging business attraction and economic investment in designated areas of the City of Santa Ana.

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

COMMUNITY DEVELOPMENT AGENCY

ECONOMIC DEVELOPMENT	PROGRAM			
Business Outreach and Retention	Various			
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 10-11 & FY 11-12				
<ul style="list-style-type: none"> * Enhanced and monitored 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. * Conducted 2 economic development forums and 2 business seminars to educate local businesses on how to be successful in Santa Ana. * Conducted citywide marketing efforts and branding campaign to evaluate subcontracting for Public Information Officer/Communications consultant. * Continued to facilitate the development of the old OCTA site to a new retail destination for downtown. * Utilized funding from State to promote green initiatives and the attraction of "green" businesses to the City. * Completed downtown wayfinding signage analysis. * Ensured that all branding and messages for all departments were consistent in theme and design. * Hosted a July 2011 Business Forum and released a new Business Resource Guide. * Visited over 250 businesses in the past year. * Worked with over 175 companies to find a site in the City of Santa Ana, of which 44 of those companies found a location and are currently doing business in the City. * Attended and participated in 15 meetings with local business associations and Chambers of Commerce. 				
Action Plan for FY 2012-13				
PERFORMANCE MEASURES	Actual	Actual	Estimated	Objective
	FY 09-10	FY 10-11	FY 11-12	FY 12-13
Service Levels				
# of businesses interviewed	600	500	500	N/A
# of businesses visited (new measure)	350	400	400	N/A
# of workshops/presentations on EZ and other business programs	120	75	100	N/A

COMMUNITY DEVELOPMENT AGENCY

ECONOMIC DEVELOPMENT		ACCOUNT UNIT			
Business Outreach		57018841			
Account Code	LINE ITEM RESOURCES	ACTUAL FY 09-10	ACTUAL FY 10-11	ADOPTED FY 11-12	PROPOSED FY 12-13
61000	Salaries Regular	512,873	601,681	699,125	0
61020	Salaries Part-Time	50,352	35,620	36,465	0
61040	Salaries Overtime	90	141	2,000	0
61100	Retirement-Employer Contribution	37,361	34,515	71,090	0
61110	Part-Time Retirement	877	564	1,365	0
61120	Medicare Insurance	7,120	8,757	10,665	0
61130	Health Insurance	63,567	90,635	99,940	0
61170	Retiree Health Benefits	6,464	5,276	8,210	0
61180	Worker Compensation Insurance	7,363	8,575	10,775	0
	SUBTOTAL PERSONNEL	686,067	785,764	939,635	0
62010	Communications	6,348	6,744	4,500	0
62012	Cellular Phone Charges	728	328	500	0
62120	Training, Transportation, Meeting	5,563	3,150	5,340	0
62140	Membership, Subscription and Dues	15,047	15,326	13,665	0
62200	Advertising	11,325	15,929	17,325	0
62201	Business Promotion	8,322	6,619	139,080	0
62300	Contract Services-Professional	121,140	59,397	169,000	0
62322	M & R Machinery & Equipment	1,183	46	500	0
62500	Rent Payments	2,933	35,892	36,550	0
62600	Parking Validation	2,823	3,963	2,000	0
	SUBTOTAL CONTRACTUAL	175,412	147,394	388,460	0
63001	Miscellaneous Operating Expenses	23,056	20,997	20,395	0
	SUBTOTAL COMMODITIES	23,056	20,997	20,395	0
65000	Building Rental	20,755	20,755	20,755	0
65010	Rental City Equipment	3,875	3,875	3,875	0
65040	Computer Services Charge	5,200	4,200	4,200	0
65050	IS Strategic Plan	102,520	107,915	37,915	0
65100	Insurance Charges	27,240	33,465	33,465	0
65205	Internal Departments Personnel Charges	62,080	62,080	53,280	0
65400	Indirect Costs	77,562	76,665	87,240	0
	SUBTOTAL FIXED CHARGES	299,232	308,955	240,730	0
66400	Machinery & Equipment	952	0	0	0
66510	Computer Software	767	0	0	0
	SUBTOTAL CAPITAL	1,719	0	0	0
	TOTAL	1,185,486	1,263,110	1,589,220	0

Class Code	AUTHORIZED PERSONNEL	ADOPTED FY 11-12		PROPOSED FY 12-13	
		Full Time		Full Time	
2491	Deputy City Manager for Dev Services	0.15		0.00	
2690	Economic Development Manager	0.80		0.00	
0350	Economic Development Specialist III	1.00		0.00	
0550	Economic Development Specialist II	1.60		0.00	
0560	Economic Development Specialist I	1.00		0.00	
7270	Secretary	1.00		0.00	
2399	Graphics Supervisor	1.00		0.00	
	TOTAL	6.55		0.00	

COMMUNITY DEVELOPMENT AGENCY

ECONOMIC DEVELOPMENT		ACCOUNT UNIT			
Empowerment Zone Program		12918760			
Account Code	LINE ITEM RESOURCES	ACTUAL FY 09-10	ACTUAL FY 10-11	ADOPTED FY 11-12	PROPOSED FY 12-13
61000	Salaries Regular	389,533	29,256	0	0
61020	Salaries Part-Time	7,541	0	0	0
61040	Salaries Overtime	1,059	0	0	0
61100	Retirement-Employer Contribution	24,504	1,338	0	0
61110	Part-Time Retirement	129	0	0	0
61120	Medicare Insurance	5,241	352	0	0
61130	Health Insurance	56,432	3,489	0	0
61170	Retiree Health Benefits	5,061	0	0	0
61180	Worker Compensation Insurance	4,897	355	0	0
	SUBTOTAL PERSONNEL	494,397	34,790	0	0
62010	Communications	3,978	0	0	0
62120	Training, Transportation, Meeting	2,605	0	0	0
62140	Membership, Subscription and Dues	89	0	0	0
62300	Contract Services-Professional	68,589	15,045	0	0
62302	Contracted Vendor Personnel Services	12,034	4,412	0	0
62322	M & R Machinery & Equipment	52	0	0	0
62600	Parking Validation	538	113	0	0
	SUBTOTAL CONTRACTUAL	87,885	19,570	0	0
63001	Miscellaneous Operating Expenses	9,670	21	0	0
	SUBTOTAL COMMODITIES	9,670	21	0	0
65000	Building Rental	12,215	0	0	0
65010	Rental City Equipment	2,845	0	0	0
65050	IS Strategic Plan	5,395	0	0	0
65100	Insurance Charges	6,225	0	0	0
65400	Indirect Costs	10,241	441	0	0
	SUBTOTAL FIXED CHARGES	36,921	441	0	0
69135	Payment to Subagent	420,281	0	0	0
69152	Loans & Grants	1,730,939	0	0	0
	SUBTOTAL MISCELLANEOUS	2,151,220	0	0	0
	TOTAL	2,780,093	54,822	0	0

ECONOMIC DEVELOPMENT		ACCOUNT UNIT			
EDI-Idea High-Tech Education Center		14118761			
Account Code	LINE ITEM RESOURCES	ACTUAL FY 09-10	ACTUAL FY 10-11	ADOPTED FY 11-12	PROPOSED FY 12-13
62300	Contract Services-Professional	(477)	0	0	0
	SUBTOTAL CONTRACTUAL	(477)	0	0	0
	TOTAL	(477)	0	0	0

COMMUNITY DEVELOPMENT AGENCY

SPECIAL REVENUE		PROGRAM		
IDB Monitoring		02518810		
Statement of Purpose				
<p><i>To monitor Empowerment Zone Industrial Development Bonds (IDB) issued by the City's Industrial Development Authority, for compliance and reporting requirements throughout the life of the loan.</i></p>				
Accomplishments in FY 10-11 & FY 11-12				
<ul style="list-style-type: none"> * Monitored compliance requirements for 3 IDB's borrowers: Cramer –Decker Industries, Memory Expert International and Ingardia Bros. Produce Inc. * Obtained the annual reports and certifications required from each borrower. * Obtained the monitoring fees for each borrower. 				
Action Plan for FY 2012-13				
<ul style="list-style-type: none"> * Continue to monitor IDB's for job creation activities . * Review files to ensure compliance. * Issue letters requesting required reports an certifications. * Collect, review and file the reports. * Collect corresponding monitoring fees. 				
PERFORMANCE MEASURES	Actual	Actual	Estimated	Objective
	FY 09-10	FY 10-11	FY 11-12	FY 12-13
Service Levels # of IDBs Monitored	3	3	3	3
Effectiveness Amount of IDB Monitoring Fees collected	\$ 25,000	\$ 10,000	\$ 15,000	\$ 15,000

COMMUNITY DEVELOPMENT AGENCY

SPECIAL REVENUE		ACCOUNT UNIT			
IDB Monitoring		02518810			
Account Code	LINE ITEM RESOURCES	ACTUAL FY 09-10	ACTUAL FY 10-11	ADOPTED FY 11-12	PROPOSED FY 12-13
61000	Salaries Regular	0	0	0	50,945
61100	Retirement-Employer Contribution	0	0	0	4,235
61120	Medicare Insurance	0	0	0	745
61130	Health Insurance	0	0	0	9,215
61170	Retiree Health Benefits	0	0	0	500
61180	Worker Compensation Insurance	0	0	0	560
	SUBTOTAL PERSONNEL	<u>0</u>	<u>0</u>	<u>0</u>	<u>66,200</u>
63001	Miscellaneous Operating Expenses	0	0	0	4,575
	SUBTOTAL COMMODITIES	<u>0</u>	<u>0</u>	<u>0</u>	<u>4,575</u>
65400	Indirect Costs	0	0	0	4,485
	SUBTOTAL FIXED CHARGES	<u>0</u>	<u>0</u>	<u>0</u>	<u>4,485</u>
	TOTAL	<u><u>0</u></u>	<u><u>0</u></u>	<u><u>0</u></u>	<u><u>75,260</u></u>
Class Code	AUTHORIZED PERSONNEL	ADOPTED FY 11-12		PROPOSED FY 12-13	
		Full Time		Full Time	
0560	Economic Development Specialist I *	0.00		0.25	
0580	Redevelopment Project Manager I	0.00		0.05	
	TOTAL	<u><u>0.00</u></u>		<u><u>0.30</u></u>	

COMMUNITY DEVELOPMENT AGENCY

SPECIAL REVENUE		PROGRAM		
Enterprise Zone		02518820		
Statement of Purpose				
<p><i>To promote job growth by encouraging business attraction and economic investment in designated areas of the City of Santa Ana.</i></p> <p>The Enterprise Zone is a geographic area with designated boundaries within the City of Santa Ana which has been approved by the State of California. Local businesses operating within this designated area are eligible for special state tax incentives. The purpose of the Enterprise Zone is to stimulate investment, business, and job growth in local economic development.</p>				
Accomplishments in FY 10-11 & FY 11-12				
<ul style="list-style-type: none"> * Continued to market and promote the Santa Ana Enterprise Zone to potential new and existing businesses in the City. * Ensured that Enterprise Zone website pages are consistent and up-to-date with current information and updates on legislation. * Disseminated important Enterprise Zone information to email blast list of over 400 businesses. * During Fiscal Year 2010/2011, 3,369 Enterprise Zone Hiring Credit Vouchers were issued among 340 Santa Ana companies. Each voucher represents a job for an economically disadvantaged individual in the City and a \$37,000 credit per employee for the business. 				
Action Plan for FY 2012-13				
<ul style="list-style-type: none"> * Continue to promote the Enterprise Zone program and administer its vouchering program. * Continue to market and promote the Enterprise Zone through site visits, the City's website, e-mail blasts, and business events. * Continue to work with local business organizations, SBA, and Chamber of Commerce to promote the program. 				
PERFORMANCE MEASURES	Actual	Actual	Estimated	Objective
	FY 09-10	FY 10-11	FY 11-12	FY 12-13
Service Levels				
# of businesses outreached to for EZ	N/A	N/A	150	200
# of workshops/presentations on EZ	N/A	N/A	50	75
Effectiveness				
% of EZ applications processed in 10 business days	95%	90%	90%	90%
Efficiency				
# of Enterprise Zone inquiries handled	500	600	500	500
# of EZ vouchers issued	3,000	3,100	3,000	3,000

COMMUNITY DEVELOPMENT AGENCY

SPECIAL REVENUE		ACCOUNT UNIT			
Enterprise Zone		02518820			
Account Code	LINE ITEM RESOURCES	ACTUAL FY 09-10	ACTUAL FY 10-11	ADOPTED FY 11-12	PROPOSED FY 12-13
61000	Salaries Regular	0	0	0	185,440
61020	Salaries Part-Time	0	0	0	16,260
61100	Retirement-Employer Contribution	0	0	0	17,325
61110	Part-Time Retirement	0	0	0	610
61120	Medicare Insurance	0	0	0	2,925
61130	Health Insurance	0	0	0	31,025
61170	Retiree Health Benefits	0	0	0	1,495
61180	Worker Compensation Insurance	0	0	0	3,025
	SUBTOTAL PERSONNEL	0	0	0	258,105
62010	Communications	0	0	0	5,000
62120	Training, Transportation, Meeting	0	0	0	1,500
62140	Membership, Subscription and Dues	0	0	0	350
62200	Advertising	0	0	0	20,000
62201	Business Promotion	0	0	0	31,000
62300	Contract Services-Professional	0	0	0	90,610
62302	Contracted Vendor Personnel Services	0	0	0	3,840
62322	M & R Machinery & Equipment	0	0	0	125
	SUBTOTAL CONTRACTUAL	0	0	0	152,425
63001	Miscellaneous Operating Expenses	0	0	0	5,500
	SUBTOTAL COMMODITIES	0	0	0	5,500
65000	Building Rental	0	0	0	8,660
65010	Rental City Equipment	0	0	0	1,495
65040	Computer Services Charge	0	0	0	95
65050	IS Strategic Plan	0	0	0	3,585
65100	Insurance Charges	0	0	0	5,925
65400	Indirect Costs	0	0	0	17,710
	SUBTOTAL FIXED CHARGES	0	0	0	37,470
69135	Payments to Subagents	0	0	0	49,500
	SUBTOTAL MISCELLANEOUS	0	0	0	49,500
	TOTAL	0	0	0	503,000

Class Code	AUTHORIZED PERSONNEL	ADOPTED FY 11-12		PROPOSED FY 12-13	
		Full Time		Full Time	
2491	Deputy City Manager for Dev Services	0.00		0.03	
2690	Economic Development Manager	0.00		0.25	
0350	Economic Development Specialist III	0.00		0.65	
0560	Economic Development Specialist I	0.00		1.00	
0150	Senior Management Analyst	0.00		0.01	
7280	Senior Accounting Assistant	0.00		0.03	
	TOTAL	0.00		1.97	

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 10-11 & FY 11-12				
<ul style="list-style-type: none"> * Adopted a community college training policy to address the reduction in Federal funding and pursued other alternative training programs with local businesses. * Obligated WIA formula funds (Adult, Dislocated Worker, and Youth funds). * Ensured oversight and monitoring was accomplished by the required timelines, * Published an Annual Report for PY 2010-11 highlighting programs, services and outcomes for the period 				
Action Plan for FY 2012-13				
<ul style="list-style-type: none"> * Pursue alternative training options with area businesses and their existing workforce to maximize limited training dollars. * Develop a policy to use Individual Training Accounts for older youth (age 18-21) in approved vocational training programs to better serve the youth community. * Staff to the WIB and maintain functions and tasks to its committees. * Maintain strong relationships with mandated partners, program operators, reporting agencies as well as oversee contracts, monitoring and participant data reporting. * Complete conversion from the State JTA data system to full implementation to the new California Workforce Service Network (CWSN). 				
PERFORMANCE MEASURES	Actual	Actual	Estimated	Objective
	FY 09-10	FY 10-11	FY 11-12	FY 12-13
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	5	6	6

COMMUNITY DEVELOPMENT AGENCY

ECONOMIC DEVELOPMENT		ACCOUNT UNIT			
Workforce Investment Board (WIB)-Administration		12318720 / 12318748			
Account Code	LINE ITEM RESOURCES	ACTUAL FY 09-10	ACTUAL FY 10-11	ADOPTED FY 11-12	PROPOSED FY 12-13
61000	Salaries Regular	89,265	116,620	75,070	115,465
61040	Salaries Overtime	327	0	0	0
61100	Retirement-Employer Contribution	5,621	6,530	7,760	11,045
61120	Medicare Insurance	408	1,579	1,090	1,675
61130	Health Insurance	7,433	16,241	10,480	17,210
61170	Retiree Health Benefits	1,474	791	810	780
61180	Worker Compensation Insurance	1,187	1,769	935	1,920
	SUBTOTAL PERSONNEL	105,715	143,530	96,145	148,095
62010	Communications	4,988	2,586	2,800	1,200
62012	Cellular Phone Charges	0	0	0	360
62120	Training, Transportation, Meeting	13,573	3,650	11,825	5,750
62140	Membership, Subscription and Dues	5,040	5,477	5,370	4,320
62200	Advertising	0	0	0	100
62300	Contract Services-Professional	2,780	3,496	105	1,665
62302	Contracted Vendor Personnel Services	0	0	905	905
62322	M & R Machinery & Equipment	370	82	285	285
62400	Auditor Fee	0	0	3,000	5,000
62402	User Fee	9,844	7,311	8,065	6,600
	SUBTOTAL CONTRACTUAL	36,595	22,602	32,355	26,185
63001	Miscellaneous Operating Expenses	6,294	2,281	3,665	2,745
	SUBTOTAL COMMODITIES	6,294	2,281	3,665	2,745
65010	Rental City Equipment	1,290	1,290	1,320	1,050
65040	Computer Services Charge	0	0	0	55
65050	IS Strategic Plan	1,070	1,070	1,070	2,180
65100	Insurance Charges	1,380	1,250	1,250	3,605
65400	Indirect Costs	4,143	7,774	4,425	3,935
	SUBTOTAL FIXED CHARGES	7,883	11,384	8,065	10,825
	TOTAL	156,487	179,797	140,230	187,850
Class Code	AUTHORIZED PERSONNEL	ADOPTED FY 11-12		PROPOSED FY 12-13	
		Full Time		Full Time	
2865	Asst Director of Community Development	0.00		0.03	
2690	Economic Development Manager	0.05		0.20	
0350	Economic Development Specialist III	0.50		0.50	
	Community Development Commission Secretary	0.00		0.25	
7330	Senior Office Assistant	0.15		0.15	
	TOTAL	0.70		1.13	

COMMUNITY DEVELOPMENT AGENCY

ECONOMIC DEVELOPMENT		ACCOUNT UNIT			
Workforce Investment Board (WIB)-Programs		12318721 / 12318757			
Account Code	LINE ITEM RESOURCES	ACTUAL FY 09-10	ACTUAL FY 10-11	ADOPTED FY 11-12	PROPOSED FY 12-13
61000	Salaries Regular	112,004	59,622	67,685	27,310
61040	Salaries Overtime	456	0	0	0
61100	Retirement-Employer Contribution	7,104	3,253	6,265	2,280
61120	Medicare Insurance	1,532	856	980	395
61130	Health Insurance	12,644	8,742	7,540	4,890
61170	Retiree Health Benefits	1,669	1,111	675	275
61180	Worker Compensation Insurance	1,188	641	705	285
	SUBTOTAL PERSONNEL	136,597	74,225	83,850	35,435
62010	Communications	2,238	1,561	1,700	850
62120	Training, Transportation, Meeting	630	255	810	350
62140	Membership, Subscription and Dues	103	173	190	240
62300	Contract Services-Professional	70	78	105	105
62402	User Fee	8,322	4,349	4,800	2,000
	SUBTOTAL CONTRACTUAL	11,363	6,416	7,605	3,545
63001	Miscellaneous Operating Expenses	2,327	2,669	4,995	2,300
	SUBTOTAL COMMODITIES	2,327	2,669	4,995	2,300
65010	Rental City Equipment	1,290	1,290	1,280	1,050
65040	Computer Services Charge	0	0	0	15
65050	IS Strategic Plan	1,030	1,030	1,030	515
65100	Insurance Charges	1,195	1,195	1,195	850
65400	Indirect Costs	5,441	3,994	3,600	930
	SUBTOTAL FIXED CHARGES	8,956	7,509	7,105	3,360
	TOTAL	159,243	90,819	103,555	44,640
Class Code	AUTHORIZED PERSONNEL	ADOPTED FY 11-12		PROPOSED FY 12-13	
		Full Time		Full Time	
0350	Economic Development Specialist III	0.25		0.25	
7330	Senior Office Assistant	0.70		0.00	
	TOTAL	0.95		0.25	

COMMUNITY DEVELOPMENT AGENCY

ECONOMIC DEVELOPMENT		ACCOUNT UNIT			
Workforce Investment Board (WIB)-Youth Council		12318722 / 12318750			
Account Code	LINE ITEM RESOURCES	ACTUAL FY 09-10	ACTUAL FY 10-11	ADOPTED FY 11-12	PROPOSED FY 12-13
61000	Salaries Regular	54,861	59,452	101,920	90,180
61040	Salaries Overtime	491	1,534	0	0
61100	Retirement-Employer Contribution	3,066	2,846	10,410	7,530
61120	Medicare Insurance	609	787	1,480	1,310
61130	Health Insurance	6,799	13,725	22,935	24,450
61170	Retiree Health Benefits	18	446	1,020	900
61180	Worker Compensation Insurance	614	612	1,060	940
	SUBTOTAL PERSONNEL	66,458	79,402	138,825	125,310
62010	Communications	1,528	1,085	1,200	1,000
62120	Training, Transportation, Meeting	711	673	925	3,300
62200	Advertising	1,484	609	2,000	1,500
62300	Contract Services-Professional	0	161	105	105
62302	Contracted Vendor Personnel Services	0	1,099	16,535	11,770
62322	M & R Machinery & Equipment	0	0	100	100
62402	User Fee	7,038	6,135	6,770	9,490
	SUBTOTAL CONTRACTUAL	10,761	9,762	27,635	27,265
63001	Miscellaneous Operating Expenses	5,397	1,791	4,930	3,000
	SUBTOTAL COMMODITIES	5,397	1,791	4,930	3,000
65010	Rental City Equipment	1,290	1,290	1,280	1,050
65040	Computer Services Charge	0	0	0	45
65050	IS Strategic Plan	1,020	1,020	1,020	1,700
65100	Insurance Charges	1,190	1,190	1,190	2,815
65400	Indirect Costs	3,181	4,086	5,420	3,075
	SUBTOTAL FIXED CHARGES	6,681	7,586	8,910	8,685
69135	Payment to Subagent	770,145	1,399,523	609,240	788,870
	SUBTOTAL MISCELLANEOUS	770,145	1,399,523	609,240	788,870
	TOTAL	859,442	1,498,064	789,540	953,130
Class Code	AUTHORIZED PERSONNEL	ADOPTED FY 11-12		PROPOSED FY 12-13	
		Full Time		Full Time	
0350	Economic Development Specialist III	0.25		0.25	
8373	Workforce Specialist III	1.00		1.00	
7330	Senior Office Assistant	0.15		0.00	
	TOTAL	1.40		1.25	

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 10-11 & FY 11-12				
<ul style="list-style-type: none"> * Completed Enhancement to Client Service Model. * Completed Enhancements to Business Services Model. * Awarded \$4.9 Million Dollar H1B Visa Grant. * Delivered streamlined, skill-based and demand-driven services to job seekers and employers. * Partnered with Santa Ana College to deliver Green Technology Training to Santa Ana residents . 				
Action Plan for FY 2012-13				
<ul style="list-style-type: none"> * Successfully launch H1B Visa Grant. * Pilot Youth STEM Program. * Successfully implement new Statewide Workforce Network program. * Review and revise Rapid Response Program. * Develop a Veterans Services Training Program. 				
PERFORMANCE MEASURES	Actual	Actual	Estimated	Objective
	FY 09-10	FY 10-11	FY 11-12	FY 12-13
Service Level				
# of Customers enrolled	6,000	7,000	7,000	6,000
# of Individuals served by all partners	8,000	8,000	8,000	8,000
# of Rapid Response businesses served	30	30	30	30
# of Rapid Response laid-off workers served	1,500	1,000	1,000	900
Effectiveness				
% of Clients Placed in Jobs	70%	70%	70%	70%
Efficiency				
# of Individual Training Accounts Issued	225	200	200	150

COMMUNITY DEVELOPMENT AGENCY

ECONOMIC DEVELOPMENT		ACCOUNT UNIT			
Santa Ana W.O.R.K. Center One-Stop Program		12318701 / 12318751			
Account Code	LINE ITEM RESOURCES	ACTUAL FY 09-10	ACTUAL FY 10-11	ADOPTED FY 11-12	PROPOSED FY 12-13
61000	Salaries Regular	714,835	685,080	1,018,325	741,370
61020	Salaries Part-Time	23,970	50,182	0	54,635
61040	Salaries Overtime	1,381	211	0	0
61100	Retirement-Employer Contribution	49,794	38,551	94,615	62,520
61110	Part-Time Retirement	451	899	0	2,050
61120	Medicare Insurance	10,551	10,585	13,800	11,540
61130	Health Insurance	101,053	100,163	179,610	134,490
61170	Retiree Health Benefits	11,495	4,105	10,245	7,245
61180	Worker Compensation Insurance	11,241	8,156	10,745	8,600
	SUBTOTAL PERSONNEL	924,771	897,932	1,327,340	1,022,450
62010	Communications	38,640	43,939	38,000	20,000
62120	Training, Transportation, Meeting	6,744	3,947	7,000	5,000
62140	Membership, Subscription and Dues	1,654	3,435	2,630	4,975
62200	Advertising	473	2,690	1,485	1,495
62300	Contract Services-Professional	70,457	91,537	50,855	64,000
62302	Contracted Vendor Personnel Services	427	16,658	1,650	5,000
62322	M & R Machinery & Equipment	1,262	328	1,540	1,540
62402	User Fee	88,487	87,885	124,690	113,880
	SUBTOTAL CONTRACTUAL	208,144	250,419	227,850	215,890
63001	Miscellaneous Operating Expenses	41,687	40,995	38,745	40,690
	SUBTOTAL COMMODITIES	41,687	40,995	38,745	40,690
65010	Rental City Equipment	9,097	4,497	6,085	3,420
65040	Computer Services Charge	0	0	0	470
65050	IS Strategic Plan	8,624	8,229	11,025	17,645
65100	Insurance Charges	11,647	12,056	17,090	29,175
65400	Indirect Costs	34,617	49,612	56,425	27,145
	SUBTOTAL FIXED CHARGES	63,985	74,394	90,625	77,855
69143	Transportation Pass for Participants	0	0	0	20,000
	SUBTOTAL MISCELLANEOUS	0	0	0	20,000
	TOTAL	1,238,587	1,263,740	1,684,560	1,376,885

Class Code	AUTHORIZED PERSONNEL	ADOPTED FY 11-12		PROPOSED FY 12-13	
		Full Time		Full Time	
2690	Economic Development Manager	0.05		0.10	
0350	Economic Development Specialist III	0.50		0.75	
8374	Workforce Specialist IV	1.00		1.00	
8373	Workforce Specialist III	0.80		0.30	
8372	Workforce Specialist II	11.00		7.25	
7330	Senior Office Assistant	0.75		1.55	
0060	Receptionist	2.00		0.00	
	TOTAL	16.10		10.95	

COMMUNITY DEVELOPMENT AGENCY

ECONOMIC DEVELOPMENT		ACCOUNT UNIT			
Santa Ana W.O.R.K. Center One-Stop Program-Administration		12318700 / 12318752			
Account Code	LINE ITEM RESOURCES	ACTUAL FY 09-10	ACTUAL FY 10-11	ADOPTED FY 11-12	PROPOSED FY 12-13
61000	Salaries Regular	92,820	85,249	122,540	141,775
61020	Salaries Part-Time	6,231	1,330	0	0
61040	Salaries Overtime	401	0	0	0
61100	Retirement-Employer Contribution	6,323	4,431	12,740	15,125
61110	Part-Time Retirement	73	50	0	0
61120	Medicare Insurance	488	245	1,775	2,055
61130	Health Insurance	15,849	15,432	21,155	26,710
61170	Retiree Health Benefits	1,188	836	1,255	1,565
61180	Worker Compensation Insurance	1,239	969	1,275	2,245
	SUBTOTAL PERSONNEL	124,612	108,542	160,740	189,475
62010	Communications	3,073	1,597	1,800	1,000
62120	Training, Transportation, Meeting	302	925	2,530	1,750
62140	Membership, Subscription and Dues	1,125	447	0	0
62300	Contract Services-Professional	0	8	0	0
62322	M & R Machinery & Equipment	0	0	0	50
62402	User Fee	10,104	8,635	9,525	8,045
	SUBTOTAL CONTRACTUAL	14,604	11,612	13,855	10,845
63001	Miscellaneous Operating Expenses	549	634	500	1,580
	SUBTOTAL COMMODITIES	549	634	500	1,580
65040	Computer Services Charge	0	0	0	70
65050	IS Strategic Plan	1,135	1,135	1,135	2,685
65100	Insurance Charges	1,325	1,325	1,325	4,445
65400	Indirect Costs	4,614	5,763	6,520	4,835
	SUBTOTAL FIXED CHARGES	7,074	8,223	8,980	12,035
	TOTAL	146,839	129,011	184,075	213,935

Class Code	AUTHORIZED PERSONNEL	ADOPTED FY 11-12		PROPOSED FY 12-13	
		Full Time		Full Time	
2491	Deputy City Manager for Dev Services	0.00		0.05	
2865	Asst Director of Community Development	0.00		0.03	
2690	Economic Development Manager	0.00		0.15	
0350	Economic Development Specialist III	0.25		0.25	
0150	Senior Management Analyst	0.00		0.15	
4270	Employment Services Fiscal Specialist	1.00		0.00	
1720	Management Analyst	0.05		0.39	
7280	Senior Accounting Assistant	0.25		0.35	
	TOTAL	1.55		1.37	

COMMUNITY DEVELOPMENT AGENCY

ECONOMIC DEVELOPMENT		ACCOUNT UNIT			
Santa Ana W.O.R.K. Center One-Stop Program-Adult		12318702 / 12318753			
Account Code	LINE ITEM RESOURCES	ACTUAL FY 09-10	ACTUAL FY 10-11	ADOPTED FY 11-12	PROPOSED FY 12-13
61030	Salaries Participant	18,641	1,309	0	0
61110	Part-Time Retirement	700	49	0	0
61120	Medicare Insurance	271	19	0	0
61180	Worker Compensation Insurance	266	1,165	0	0
	SUBTOTAL PERSONNEL	19,878	2,542	0	0
69135	Payment to Subagent	(3,142)	15,884	0	0
69137	On the Job Training	0	13,772	0	9,535
69138	Payment-Training Portion	365,090	160,879	0	274,520
69143	Transportation Pass for Participants	205	9,369	0	10,000
69144	Client Support Services	1,286	244	0	4,000
69145	Client Assessment	15,576	4,860	11,765	20,000
	SUBTOTAL MISCELLANEOUS	379,015	205,008	11,765	318,055
	TOTAL	398,893	207,550	11,765	318,055

ECONOMIC DEVELOPMENT		ACCOUNT UNIT			
Santa Ana W.O.R.K. Center One-Stop Program-Dislocated Worker		12318703 / 12318754			
Account Code	LINE ITEM RESOURCES	ACTUAL FY 09-10	ACTUAL FY 10-11	ADOPTED FY 11-12	PROPOSED FY 12-13
69135	Payment to Subagent	3,500	0	0	0
69137	On the Job Training	0	5,337	0	92,585
69138	Payment-Training Portion	336,026	192,409	0	180,235
69143	Transportation Pass for Participants	3,080	10,946	0	10,000
69144	Client Support Services	1,354	1,436	0	4,000
69145	Client Assessment	22,138	11,910	11,535	20,000
	SUBTOTAL MISCELLANEOUS	366,098	222,038	11,535	306,820
	TOTAL	366,098	222,038	11,535	306,820

COMMUNITY DEVELOPMENT AGENCY

ECONOMIC DEVELOPMENT		ACCOUNT UNIT			
Santa Ana W.O.R.K. Center One-Stop Program-Youth		12318704 / 12318755			
Account Code	LINE ITEM RESOURCES	ACTUAL FY 09-10	ACTUAL FY 10-11	ADOPTED FY 11-12	PROPOSED FY 12-13
61000	Salaries Regular	145,678	141,133	208,575	201,015
61020	Salaries Part-Time	0	11,746	0	0
61040	Salaries Overtime	2,337	1,859	0	0
61100	Retirement-Employer Contribution	9,866	7,207	20,190	17,095
61110	Part-Time Retirement	0	436	0	0
61120	Medicare Insurance	2,058	2,200	3,025	2,915
61130	Health Insurance	32,206	26,307	40,355	37,410
61170	Retiree Health Benefits	2,476	1,684	2,085	1,925
61180	Worker Compensation Insurance	1,646	1,781	2,170	2,250
	SUBTOTAL PERSONNEL	196,267	194,353	276,400	262,610
62010	Communications	3,478	3,497	3,400	2,040
62120	Training, Transportation, Meeting	1,662	1,182	2,310	1,160
62300	Contract Services-Professional	0	180	105	23,855
62402	User Fee	13,648	15,737	16,015	7,775
	SUBTOTAL CONTRACTUAL	18,788	20,596	21,830	34,830
63001	Miscellaneous Operating Expenses	986	6,287	2,040	3,870
	SUBTOTAL COMMODITIES	986	6,287	2,040	3,870
65010	Rental City Equipment	2,245	2,245	2,245	2,420
65040	Computer Services Charge	0	0	0	95
65050	IS Strategic Plan	1,450	1,450	1,450	3,645
65100	Insurance Charges	1,685	1,685	1,685	6,030
65400	Indirect Costs	7,622	10,262	11,095	6,855
	SUBTOTAL FIXED CHARGES	13,002	15,642	16,475	19,045
69143	Transportation Pass for Participants	0	0	800	500
69144	Client Support Services	0	0	200	500
	SUBTOTAL MISCELLANEOUS	0	0	1,000	1,000
	TOTAL	229,043	236,878	317,745	321,355

Class Code	AUTHORIZED PERSONNEL	ADOPTED FY 11-12		PROPOSED FY 12-13	
		Full Time		Full Time	
2690	Economic Development Manager	0.00		0.05	
8373	Workforce Specialist III	1.00		1.00	
8372	Workforce Specialist II	2.00		1.75	
7330	Senior Office Assistant	0.15		0.25	
	TOTAL	3.15		3.05	

COMMUNITY DEVELOPMENT AGENCY

ECONOMIC DEVELOPMENT		ACCOUNT UNIT			
Santa Ana W.O.R.K. Center One-Stop Program-Rapid Response		12318705 / 12318756			
Account Code	LINE ITEM RESOURCES	ACTUAL FY 09-10	ACTUAL FY 10-11	ADOPTED FY 11-12	PROPOSED FY 12-13
61000	Salaries Regular	103,662	84,309	172,215	143,495
61020	Salaries Part-Time	(15)	0	0	0
61100	Retirement-Employer Contribution	7,089	4,422	16,825	13,355
61120	Medicare Insurance	1,506	1,265	2,495	2,080
61130	Health Insurance	15,857	16,507	34,755	29,730
61170	Retiree Health Benefits	2,031	861	1,845	1,070
61180	Worker Compensation Insurance	1,610	1,204	2,100	2,195
	SUBTOTAL PERSONNEL	131,740	108,568	230,235	191,925
62010	Communications	3,455	1,102	1,500	1,500
62120	Training, Transportation, Meeting	899	295	1,540	500
62140	Membership, Subscription and Dues	0	1,500	480	1,065
62300	Contract Services-Professional	90,552	78,070	21,490	910
62302	Contracted Vendor Personnel Services	122	0	910	0
62402	User Fee	1,871	1,870	2,065	12,000
	SUBTOTAL CONTRACTUAL	96,899	82,837	27,985	15,975
63001	Miscellaneous Operating Expenses	11,418	2,446	4,885	2,690
	SUBTOTAL COMMODITIES	11,418	2,446	4,885	2,690
65010	Rental City Equipment	3,075	1,120	255	2,420
65040	Computer Services Charge	0	0	0	70
65050	IS Strategic Plan	1,190	1,190	1,190	2,710
65100	Insurance Charges	1,250	1,380	1,380	4,480
65400	Indirect Costs	4,240	5,650	4,270	4,895
	SUBTOTAL FIXED CHARGES	9,755	9,340	7,095	14,575
69135	Payment to Subagent	0	47,639	0	0
	SUBTOTAL MISCELLANEOUS	0	47,639	0	0
	TOTAL	249,812	250,830	270,200	225,165

Class Code	AUTHORIZED PERSONNEL	ADOPTED FY 11-12		PROPOSED FY 12-13	
		Full Time		Full Time	
2690	Economic Development Manager	0.10		0.22	
0350	Economic Development Specialist III	0.25		0.25	
0550	Economic Development Specialist II	0.40		0.00	
8373	Workforce Specialist III	0.20		0.20	
8372	Workforce Specialist II	1.00		1.00	
7330	Senior Office Assistant	0.10		0.05	
	TOTAL	2.05		1.72	

COMMUNITY DEVELOPMENT AGENCY

ECONOMIC DEVELOPMENT		ACCOUNT UNIT			
Santa Ana W.O.R.K. Center-ARRA Youth		12318736			
Account Code	LINE ITEM RESOURCES	ACTUAL FY 09-10	ACTUAL FY 10-11	ADOPTED FY 11-12	PROPOSED FY 12-13
61000	Salaries Regular	72,118	0	0	0
61020	Salaries Part-Time	144,963	1,185	0	0
61030	Salaries Participant	1,396,125	7,306	0	0
61040	Salaries Overtime	8,403	64	0	0
61100	Retirement-Employer Contribution	6,691	0	0	0
61110	Part-Time Retirement	21,377	303	0	0
61120	Medicare Insurance	22,356	148	0	0
61130	Health Insurance	13,340	285	0	0
61170	Retiree Health Benefits	2,438	0	0	0
61180	Worker Compensation Insurance	36,094	153	0	0
	SUBTOTAL PERSONNEL	1,723,905	9,444	0	0
62010	Communications	258	0	0	0
62120	Training, Transportation, Meeting	4,236	0	0	0
62300	Contract Services-Professional	15,278	0	0	0
62302	Contracted Vendor Personnel Services	971	0	0	0
62322	M & R Machinery & Equipment	324	0	0	0
62402	User Fee	58,013	0	0	0
	SUBTOTAL CONTRACTUAL	79,080	0	0	0
63001	Miscellaneous Operating Expenses	6,931	96	0	0
	SUBTOTAL COMMODITIES	6,931	96	0	0
65400	Indirect Costs	6,234	1,675	0	0
	SUBTOTAL FIXED CHARGES	6,234	1,675	0	0
69135	Payment to Subagent	26,652	0	0	0
69143	Transportation Pass for Participants	31,336	1,540	0	0
69144	Client Support Services	22,036	35	0	0
	SUBTOTAL MISCELLANEOUS	80,024	1,575	0	0
	TOTAL	1,896,174	12,790	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 09-10	ACTUAL FY 10-11	ADOPTED FY 11-12	PROPOSED FY 12-13
61000	Salaries Regular	67,352	92,039	0	0
61030	Salaries Participant	133,738	146,757	0	0
61040	Salaries Overtime	0	9	0	0
61100	Retirement-Employer Contribution	3,133	4,740	0	0
61110	Part-Time Retirement	4,936	5,503	0	0
61120	Medicare Insurance	2,590	3,445	0	0
61130	Health Insurance	6,826	14,953	0	0
61170	Retiree Health Benefits	0	317	0	0
61180	Worker Compensation Insurance	4,140	5,610	0	0
	SUBTOTAL PERSONNEL	222,715	273,373	0	0
62010	Communications	0	1,638	0	0
62120	Training, Transportation, Meeting	0	183	0	0
62140	Membership, Subscription & Dues	0	238	0	0
62300	Contract Services-Professional	1,846	437	0	0
62302	Contracted Vendor Personnel Services	0	827	0	0
62402	User Fee	0	4,183	0	0
	SUBTOTAL CONTRACTUAL	1,846	7,506	0	0
63001	Miscellaneous Operating Expenses	225	1,932	0	0
	SUBTOTAL COMMODITIES	225	1,932	0	0
65010	Rental City Equipment	0	225	0	0
65050	IS Strategic Plan	0	412	0	0
65100	Insurance Charges	0	604	0	0
65400	Indirect Costs	3,736	4,978	0	0
	SUBTOTAL FIXED CHARGES	3,736	6,219	0	0
69135	Payment to Subagent	62,631	223,346	0	0
69138	Payment-Training Portion	16,928	47,050	0	0
69143	Transportation Pass for Participants	10,569	3,285	0	0
69144	Client Support Services	164	185	0	0
69145	Client Assessment	2,580	485	0	0
	SUBTOTAL MISCELLANEOUS	92,872	274,351	0	0
	TOTAL	321,394	563,381	0	0

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 09-10	ACTUAL FY 10-11	ADOPTED FY 11-12	PROPOSED FY 12-13
61000	Salaries Regular	81,354	188,108	0	0
61030	Salaries Participant	42,271	117,987	0	0
61100	Retirement-Employer Contribution	4,493	10,566	0	0
61110	Part-Time Retirement	1,538	4,427	0	0
61120	Medicare Insurance	1,556	4,419	0	0
61130	Health Insurance	9,160	27,342	0	0
61170	Retiree Health Benefits	994	4,101	0	0
61180	Worker Compensation Insurance	1,811	5,698	0	0
	SUBTOTAL PERSONNEL	143,177	362,648	0	0
62010	Communications	0	1,374	0	0
62120	Training, Transportation, Meeting	0	154	0	0
62140	Membership, Subscription & Dues	0	200	0	0
62300	Contract Services-Professional	1,803	477	0	0
62302	Contracted Vendor Personnel Services	0	694	0	0
62402	User Fee	0	4,161	0	0
	SUBTOTAL CONTRACTUAL	1,803	7,060	0	0
63001	Miscellaneous Operating Expenses	229	1,547	0	0
	SUBTOTAL COMMODITIES	229	1,547	0	0
65010	Rental City Equipment	0	189	0	0
65050	IS Strategic Plan	0	346	0	0
65100	Insurance Charges	0	507	0	0
65400	Indirect Costs	4,642	12,393	0	0
	SUBTOTAL FIXED CHARGES	4,642	13,435	0	0
69137	On the Job Training	2,272	33,446	0	0
69138	Payment-Training Portion	64,142	190,103	0	0
69143	Transportation Pass for Participants	3,580	12,051	0	0
69144	Client Support Services	171	200	0	0
69145	Client Assessment	8,426	3,010	0	0
	SUBTOTAL MISCELLANEOUS	78,591	238,810	0	0
	TOTAL	228,442	623,500	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 09-10	ACTUAL FY 10-11	ADOPTED FY 11-12	PROPOSED FY 12-13
61000	Salaries Regular	10,081	85,352	0	0
61020	Salaries Part-Time	22,494	311	0	0
61100	Retirement-Employer Contribution	1,075	4,314	0	0
61110	Part-Time Retirement	736	0	0	0
61120	Medicare Insurance	475	1,210	0	0
61130	Health Insurance	1,006	17,492	0	0
61170	Retiree Health Benefits	0	786	0	0
61180	Worker Compensation Insurance	424	888	0	0
	SUBTOTAL PERSONNEL	36,291	110,353	0	0
62140	Membership, Subscription & Dues	0	1,403	0	0
62200	Advertising	238	0	0	0
62300	Contract Services-Professional	28,534	198,826	0	0
62402	User Fee	6,540	0	0	0
	SUBTOTAL CONTRACTUAL	35,312	200,229	0	0
63001	Miscellaneous Operating Expenses	64	16,205	0	0
	SUBTOTAL COMMODITIES	64	16,205	0	0
65400	Indirect Costs	1,782	5,575	0	0
	SUBTOTAL FIXED CHARGES	1,782	5,575	0	0
	TOTAL	73,449	332,362	0	0

ECONOMIC DEVELOPMENT		ACCOUNT UNIT			
Santa Ana W.O.R.K. Center-ARRA Administration		12318758			
Account Code	LINE ITEM RESOURCES	ACTUAL FY 09-10	ACTUAL FY 10-11	ADOPTED FY 11-12	PROPOSED FY 12-13
61000	Salaries Regular	6,699	11,914	0	0
61020	Salaries Part-Time	0	133	0	0
61040	Salaries Overtime	0	517	0	0
61100	Retirement-Employer Contribution	241	600	0	0
61110	Part-Time Retirement	0	5	0	0
61120	Medicare Insurance	8	114	0	0
61130	Health Insurance	647	1,828	0	0
61170	Retiree Health Benefits	95	42	0	0
61180	Worker Compensation Insurance	43	162	0	0
	SUBTOTAL PERSONNEL	7,733	15,315	0	0
62120	Training, Transportation, Meeting	41	10,245	0	0
62140	Membership, Subscription and Dues	4,500	0	0	0
62200	Advertising	482	0	0	0
62300	Contract Services-Professional	201	0	0	0
	SUBTOTAL CONTRACTUAL	5,224	10,245	0	0
65400	Indirect Costs	357	817	0	0
	SUBTOTAL FIXED CHARGES	357	817	0	0
	TOTAL	13,314	26,377	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 09-10	ACTUAL FY 10-11	ADOPTED FY 11-12	PROPOSED FY 12-13
62300	Contract Services-Professional	<u>39,000</u>	<u>0</u>	<u>0</u>	<u>0</u>
	SUBTOTAL CONTRACTUAL	39,000	0	0	0
	TOTAL	<u>39,000</u>	<u>0</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 09-10	ACTUAL FY 10-11	ADOPTED FY 11-12	PROPOSED FY 12-13
61000	Salaries Regular	6,808	0	0	0
61100	Retirement-Employer Contribution	297	0	0	0
61120	Medicare Insurance	98	0	0	0
61130	Health Insurance	1,236	0	0	0
61180	Worker Compensation Insurance	<u>71</u>	<u>0</u>	<u>0</u>	<u>0</u>
	SUBTOTAL PERSONNEL	8,510	0	0	0
65400	Indirect Costs	<u>403</u>	<u>0</u>	<u>0</u>	<u>0</u>
	SUBTOTAL FIXED CHARGES	403	0	0	0
	TOTAL	<u>8,913</u>	<u>0</u>	<u>0</u>	<u>0</u>

COMMUNITY DEVELOPMENT AGENCY

ECONOMIC DEVELOPMENT		ACCOUNT UNIT			
Santa Ana W.O.R.K. Center-California New Start Grant		12318759			
Account Code	LINE ITEM RESOURCES	ACTUAL FY 09-10	ACTUAL FY 10-11	ADOPTED FY 11-12	PROPOSED FY 12-13
61000	Salaries Regular	26,318	6,058	0	0
61020	Salaries Part-Time	1,758	0	0	0
61030	Salaries Participant	11,904	912	0	0
61040	Salaries Overtime	269	0	0	0
61100	Retirement-Employer Contribution	1,792	288	0	0
61110	Part-Time Retirement	512	34		
61120	Medicare Insurance	585	101	0	0
61130	Health Insurance	6,067	1,467	0	0
61180	Worker Compensation Insurance	<u>1,386</u>	<u>147</u>	<u>0</u>	<u>0</u>
	SUBTOTAL PERSONNEL	50,591	9,007	0	0
62402	User Fee	<u>638</u>	<u>0</u>	<u>0</u>	<u>0</u>
	SUBTOTAL CONTRACTUAL	638	0	0	0
63001	Miscellaneous Operating Expenses	<u>151</u>	<u>0</u>	<u>0</u>	<u>0</u>
	SUBTOTAL COMMODITIES	151	0	0	0
65400	Indirect Costs	<u>1,678</u>	<u>388</u>	<u>0</u>	<u>0</u>
	SUBTOTAL FIXED CHARGES	1,678	388	0	0
69143	Transportation Pass for Participants	4,408	0	0	0
69144	Client Support Services	1,566	370		
69145	Client Assessment	<u>2,665</u>	<u>0</u>	<u>0</u>	<u>0</u>
	SUBTOTAL MISCELLANEOUS	8,639	370	0	0
	TOTAL	<u>61,697</u>	<u>9,765</u>	<u>0</u>	<u>0</u>

COMMUNITY DEVELOPMENT AGENCY

ECONOMIC DEVELOPMENT		ACCOUNT UNIT			
Special Projects-SSA WtW		12418731 / 12418737			
Account Code	LINE ITEM RESOURCES	ACTUAL FY 09-10	ACTUAL FY 10-11	ADOPTED FY 11-12	PROPOSED FY 12-13
61000	Salaries Regular	39,306	0	0	130,825
61030	Salaries Participant	35,785	0	0	0
61100	Retirement-Employer Contribution	3,257	0	0	11,020
61110	Part-Time Retirement	888	0	0	7,370
61120	Medicare Insurance	1,187	0	0	4,745
61130	Health Insurance	6,006	0	0	24,345
61170	Retiree Health Benefits	0	0	0	1,325
61180	Worker Compensation Insurance	2,060	0	0	10,325
	SUBTOTAL PERSONNEL	88,489	0	0	189,955
62010	Communications	330	0	0	0
62120	Training, Transportation, Meeting	80	0	0	0
62300	Contract Services-Professional	35	0	0	0
62402	User Fee	5,312	0	0	0
	SUBTOTAL CONTRACTUAL	5,757	0	0	0
63001	Miscellaneous Operating Expenses	64	0	0	165
	SUBTOTAL COMMODITIES	64	0	0	165
65010	Rental City Equipment	62	0	0	0
65050	IS Strategic Plan	601	0	0	0
65100	Insurance Charges	943	0	0	0
65400	Indirect Costs	2,327	0	0	4,460
	SUBTOTAL FIXED CHARGES	3,933	0	0	4,460
69138	Payment-Training Portion	18,997	0	0	0
69144	Client Support Services	71	0	0	0
	SUBTOTAL MISCELLANEOUS	19,068	0	0	0
	TOTAL	117,311	0	0	194,580
Class Code	AUTHORIZED PERSONNEL	ADOPTED FY 11-12		PROPOSED FY 12-13	
		Full Time		Full Time	
8372	Workforce Specialist II	0.00		2.00	
1720	Management Analyst	0.00		0.03	
7280	Senior Accounting Assistant	0.00		0.05	
	TOTAL	0.00		2.08	

COMMUNITY DEVELOPMENT AGENCY

ECONOMIC DEVELOPMENT		ACCOUNT UNIT			
Special Projects-Orange County Green Jobs Grant		12418738			
Account Code	LINE ITEM RESOURCES	ACTUAL FY 09-10	ACTUAL FY 10-11	ADOPTED FY 11-12	PROPOSED FY 12-13
61030	Salaries Participant	27,895	31,919	0	0
61110	Part-Time Retirement	1,046	1,197	0	0
61120	Medicare Insurance	405	463	0	0
61180	Worker Compensation Insurance	1,918	2,316	0	0
	SUBTOTAL PERSONNEL	31,264	35,895	0	0
62010	Communications	632	455	0	0
62300	Contract Services-Professional	3,825	1,375	0	0
62402	User Fee	1,093	893	0	0
	SUBTOTAL CONTRACTUAL	5,550	2,723	0	0
63001	Miscellaneous Operating Expenses	287	0	0	0
	SUBTOTAL COMMODITIES	287	0	0	0
69143	Transportation Pass for Participants	4,436	523	0	0
69144	Client Support Services	3,734	0	0	0
	SUBTOTAL MISCELLANEOUS	8,170	523	0	0
	TOTAL	45,271	39,141	0	0

COMMUNITY DEVELOPMENT AGENCY

ECONOMIC DEVELOPMENT		ACCOUNT UNIT			
Special Projects-FEZ Service Navigator		12918751			
Account Code	LINE ITEM RESOURCES	ACTUAL FY 09-10	ACTUAL FY 10-11	ADOPTED FY 11-12	PROPOSED FY 12-13
61020	Salaries Part-Time	361	0	0	0
61120	Medicare Insurance	5	0	0	0
61180	Worker Compensation Insurance	<u>4</u>	<u>0</u>	<u>0</u>	<u>0</u>
	SUBTOTAL PERSONNEL	370	0	0	0
65400	Indirect Costs	<u>1</u>	<u>0</u>	<u>0</u>	<u>0</u>
	SUBTOTAL FIXED CHARGES	1	0	0	0
69144	Client Support Services	<u>150</u>	<u>0</u>	<u>0</u>	<u>0</u>
	SUBTOTAL MISCELLANEOUS	150	0	0	0
	TOTAL	<u><u>521</u></u>	<u><u>0</u></u>	<u><u>0</u></u>	<u><u>0</u></u>

ECONOMIC DEVELOPMENT		ACCOUNT UNIT			
Special Projects-CAPOC SAY 2010		13118770			
Account Code	LINE ITEM RESOURCES	ACTUAL FY 09-10	ACTUAL FY 10-11	ADOPTED FY 11-12	PROPOSED FY 12-13
61000	Salaries Regular	0	17,508	0	0
61020	Salaries Part-Time	1,992	18,007	0	0
61030	Salaries Participant	0	119,790	0	0
61040	Salaries Overtime	0	2,766	0	0
61100	Retirement-Employer Contribution	113	2,032	0	0
61110	Part-Time Retirement	42	4,904	0	0
61120	Medicare Insurance	29	2,273	0	0
61130	Health Insurance	0	3,466	0	0
61180	Worker Compensation Insurance	<u>59</u>	<u>3,433</u>	<u>0</u>	<u>0</u>
	SUBTOTAL PERSONNEL	2,235	174,179	0	0
62300	Contract Services-Professional	20	192	0	0
62402	User Fee	<u>0</u>	<u>1,295</u>	<u>0</u>	<u>0</u>
	SUBTOTAL CONTRACTUAL	20	1,487	0	0
63001	Miscellaneous Operating Expenses	<u>0</u>	<u>350</u>	<u>0</u>	<u>0</u>
	SUBTOTAL COMMODITIES	0	350	0	0
69143	Transportation Pass for Participants	1,017	5,771	0	0
69144	Client Support Services	<u>0</u>	<u>1,322</u>	<u>0</u>	<u>0</u>
	SUBTOTAL MISCELLANEOUS	1,017	7,093	0	0
	TOTAL	<u><u>3,272</u></u>	<u><u>183,109</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 09-10	ACTUAL FY 10-11	ADOPTED FY 11-12	PROPOSED FY 12-13
61000	Salaries Regular	185,503	43,708	0	0
61020	Salaries Part-Time	7,063	0	0	0
61030	Salaries Participant	225,086	52,894	0	0
61100	Retirement-Employer Contribution	12,080	2,369	0	0
61110	Part-Time Retirement	8,415	1,982	0	0
61120	Medicare Insurance	5,926	1,398	0	0
61130	Health Insurance	18,036	8,569	0	0
61170	Retiree Health Benefits	3,795	831	0	0
61180	Worker Compensation Insurance	<u>17,824</u>	<u>5,794</u>	<u>0</u>	<u>0</u>
	SUBTOTAL PERSONNEL	483,728	117,545	0	0
62010	Communications	1,711	501	0	0
62120	Training, Transportation, Meeting	945	0	0	0
62300	Contract Services-Professional	3,931	35	0	0
62322	M & R Machinery & Equipment	0	12	0	0
62402	User Fee	<u>2,976</u>	<u>4,538</u>	<u>0</u>	<u>0</u>
	SUBTOTAL CONTRACTUAL	9,563	5,086	0	0
63001	Miscellaneous Operating Expenses	<u>82,019</u>	<u>74</u>	<u>0</u>	<u>0</u>
	SUBTOTAL COMMODITIES	82,019	74	0	0
65010	Rental City Equipment	250	0	0	0
65050	IS Strategic Plan	1,800	0	0	0
65100	Insurance Charges	4,500	0	0	0
65400	Indirect Costs	<u>10,976</u>	<u>2,862</u>	<u>0</u>	<u>0</u>
	SUBTOTAL FIXED CHARGES	17,526	2,862	0	0
69143	Transportation Pass for Participants	5,928	2,579	0	0
69144	Client Support Services	<u>1,145</u>	<u>0</u>	<u>0</u>	<u>0</u>
	SUBTOTAL MISCELLANEOUS	7,073	2,579	0	0
	TOTAL	<u>599,909</u>	<u>128,146</u>	<u>0</u>	<u>0</u>

COMMUNITY DEVELOPMENT AGENCY

ECONOMIC DEVELOPMENT		ACCOUNT UNIT			
Special Projects-DOL Technology Grant 10-11		13218743			
Account Code	LINE ITEM RESOURCES	ACTUAL FY 09-10	ACTUAL FY 10-11	ADOPTED FY 11-12	PROPOSED FY 12-13
61000	Salaries Regular	0	98,318	0	0
61100	Retirement-Employer Contribution	0	5,092	0	0
61120	Medicare Insurance	0	1,405	0	0
61130	Health Insurance	0	13,847	0	0
61170	Retiree Health Benefits	0	539	0	0
61180	Worker Compensation Insurance	0	1,166	0	0
	SUBTOTAL PERSONNEL	0	120,367	0	0
62010	Communications	0	1,205	0	0
62120	Training, Transportation, Meeting	0	640	0	0
62140	Membership, Subscription and Dues	0	70	0	0
62300	Contract Services-Professional	0	11,434	0	0
62402	User Fee	0	33,785	0	0
	SUBTOTAL CONTRACTUAL	0	47,134	0	0
63001	Miscellaneous Operating Expenses	0	11,991	0	0
	SUBTOTAL COMMODITIES	0	11,991	0	0
65010	Rental City Equipment	0	250	0	0
65050	IS Strategic Plan	0	1,930	0	0
65100	Insurance Charges	0	3,765	0	0
65400	Indirect Costs	0	6,278	0	0
	SUBTOTAL FIXED CHARGES	0	12,223	0	0
66400	Machinery & Equipment	0	27,938	0	0
66510	Computer Software	0	2,719	0	0
	SUBTOTAL CAPITAL	0	30,657	0	0
69135	Payment to Subagent	0	190,322	0	0
69143	Transportation Pass for Participants	0	9,020	0	0
69144	Client Support Services	0	2,515	0	0
	SUBTOTAL MISCELLANEOUS	0	201,857	0	0
	TOTAL	0	424,229	0	0

COMMUNITY DEVELOPMENT AGENCY

ECONOMIC DEVELOPMENT		ACCOUNT UNIT			
Special Projects-H1B		13218744			
Account Code	LINE ITEM RESOURCES	ACTUAL FY 09-10	ACTUAL FY 10-11	ADOPTED FY 11-12	PROPOSED FY 12-13
61000	Salaries Regular	0	0	0	112,855
61100	Retirement-Employer Contribution	0	0	0	9,885
61120	Medicare Insurance	0	0	0	1,635
61130	Health Insurance	0	0	0	23,735
61170	Retiree Health Benefits	0	0	0	1,135
61180	Worker Compensation Insurance	0	0	0	1,270
	SUBTOTAL PERSONNEL	<u>0</u>	<u>0</u>	<u>0</u>	<u>150,515</u>
62302	Contracted Vendor Personnel Services	0	0	0	1,415
	SUBTOTAL CONTRACTUAL	<u>0</u>	<u>0</u>	<u>0</u>	<u>1,415</u>
63001	Miscellaneous Operating Expenses	0	0	0	145
	SUBTOTAL COMMODITIES	<u>0</u>	<u>0</u>	<u>0</u>	<u>145</u>
65040	Computer Services Charge	0	0	0	55
65050	IS Strategic Plan	0	0	0	2,130
65100	Insurance Charges	0	0	0	3,525
65400	Indirect Costs	0	0	0	3,850
	SUBTOTAL FIXED CHARGES	<u>0</u>	<u>0</u>	<u>0</u>	<u>9,560</u>
	TOTAL	<u><u>0</u></u>	<u><u>0</u></u>	<u><u>0</u></u>	<u><u>161,635</u></u>
Class Code	AUTHORIZED PERSONNEL	ADOPTED FY 11-12		PROPOSED FY 12-13	
		Full Time		Full Time	
2690	Economic Development Manager	0.00		0.03	
8373	Workforce Specialist III	0.00		0.50	
8372	Workforce Specialist II	0.00		1.00	
1720	Management Analyst	0.00		0.08	
7280	Senior Accounting Assistant	0.00		0.05	
	TOTAL	<u><u>0.00</u></u>		<u><u>1.66</u></u>	

**COMMUNITY DEVELOPMENT AGENCY
DIVISION RESOURCE SUMMARY**

Housing Division

ACTIVITIES	ACTUAL FY 09-10	ACTUAL FY 10-11	ADOPTED FY 11-12	PROPOSED FY 12-13
Tax Increment / Successor Housing Agency				
50718810 Housing Development & Rehabilitation	1,961,190	1,468,373	2,069,760	0
50718820 Neighborhood Improvement	718,506	447,944	601,455	0
60718810 Successor Housing Agency	0	0	0	474,955
SUBTOTAL	<u>2,679,696</u>	<u>1,916,317</u>	<u>2,671,215</u>	<u>474,955</u>
Federal/State Grants				
13018780 HOME	2,564,199	1,247,675	2,853,050	1,343,215
13018781 American Dream Downpayment Initiative	30,700	51,960	0	0
13318780 Housing Authority - Issuer Fee	0	20,876	215,000	130,000
13518781 CDBG-Neighborhood Improvement	228,214	269,209	200,000	200,000
13518782 CDBG-Housing Development and Rehab.	111,847	119,690	125,000	415,000
13618760 Housing Authority - HAP	28,131,242	27,184,811	27,923,760	27,993,830
13718760 Housing Authority - Mainstream	0	22,606	0	0
13918760 Housing Authority - New Construction	533,373	0	0	0
14018760 Housing Authority - Administration	2,778,204	2,767,639	2,873,845	2,738,305
14218760 Neighborhood Stabilization Program I	5,220,793	857,203	500,000	366,000
14218761 Neighborhood Stabilization Program II	200,617	6,175,451	3,000,000	969,670
14218762 Neighborhood Stabilization Program III	0	27,054	300,000	790,000
14318760 CalHome Housing Loan FY 03-04	82,046	108,164	0	0
40518760 HOPWA Tenant Based Assistance	570,084	533,382	600,000	600,000
40518761 HOPWA	1,065,635	866,435	968,180	948,620
SUBTOTAL	<u>41,516,954</u>	<u>40,252,155</u>	<u>39,558,835</u>	<u>36,494,640</u>
Capital Projects				
50718830 Housing Development & Rehabilitation	6,737,432	2,634,445	13,380,235	0
60718830 Successor Housing Agency Capital Projects	0	0	0	1,509,090
SUBTOTAL	<u>6,737,432</u>	<u>2,634,445</u>	<u>13,380,235</u>	<u>1,509,090</u>
Obligations				
50718850 Housing Development Obligations	3,679,545	0	0	0
SUBTOTAL	<u>3,679,545</u>	<u>0</u>	<u>0</u>	<u>0</u>
TOTAL	<u>54,613,627</u>	<u>44,802,917</u>	<u>55,610,285</u>	<u>38,478,685</u>
LESS INTERFUND TRANSFERS	<u>-5042145</u>	<u>-76093</u>	<u>0</u>	<u>0</u>
TOTAL ACTIVITIES	<u>49,571,482</u>	<u>44,726,824</u>	<u>55,610,285</u>	<u>38,478,685</u>
OPERATING EXPENSE	ACTUAL FY 09-10	ACTUAL FY 10-11	ADOPTED FY 11-12	PROPOSED FY 12-13
61000 Personnel	3,633,213	3,184,116	3,887,755	2,642,695
62000 Contractual	3,617,647	3,812,222	4,388,330	718,915
63000 Commodities	187,689	167,911	298,715	187,915
65000 Fixed Charges	1,105,928	1,047,515	1,128,115	394,350
66000 Capital	3,394,552	2,544,722	27,000	642,415
67000 Debt Service	500,000	351,944	0	0
68000 Interfund Transfers	5,042,145	76,093	0	0
69000 Miscellaneous	37,132,453	33,618,394	45,880,370	33,892,395
TOTAL	<u>54,613,627</u>	<u>44,802,917</u>	<u>55,610,285</u>	<u>38,478,685</u>
LESS INTERFUND TRANSFERS	<u>(5,042,145)</u>	<u>(76,093)</u>	<u>0</u>	<u>0</u>
TOTAL OPERATING	<u>49,571,482</u>	<u>44,726,824</u>	<u>55,610,285</u>	<u>38,478,685</u>

**COMMUNITY DEVELOPMENT AGENCY
DIVISION RESOURCE SUMMARY**

Housing Division

Class Code	AUTHORIZED PERSONNEL	ADOPTED FY 11-12		PROPOSED FY 12-13	
		Full Time		Full Time	
2491	Deputy City Manager for Dev Services	0.35		0.30	
2865	Asst Director of Community Development	0.00		0.15	
2460	Housing Division Manager	0.90		0.90	
0520	Housing Programs Coordinator	0.95		1.00	
7640	Housing Authority Coordinator	1.00		1.00	
0600	Redevelopment Project Manager III	0.50		0.00	
7610	Community Development District Manager	2.00		2.00	
1720	Management Analyst	1.00		1.00	
1840	Housing Programs Analyst	1.80		1.65	
2700	Senior Residential Construction Specialist	0.90		0.80	
1860	Senior Housing Specialist	2.00		2.00	
2710	Residential Construction Specialist	2.00		1.70	
1900	Housing Specialist II	6.00		7.00	
7000	Loan Specialist	0.90		0.80	
2760	Property Rehabilitation Assistant	1.00		0.00	
7390	Executive Secretary	0.10		0.00	
7580	Housing Programs Aide	1.00		1.00	
7280	Senior Accounting Assistant	1.00		1.00	
7010	Accounting Assistant	1.00		1.00	
	Community Development Commission Secretary	0.00		0.35	
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		0.00	
	TOTAL	<u>33.90</u>		<u>32.65</u>	

COMMUNITY DEVELOPMENT AGENCY

HOUSING AND NEIGHBORHOOD DEVELOPMENT

PROGRAM
Various

Statement of Purpose

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

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

SERVICE PROGRAM

ASSISTED HOUSING

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

SUCCESSOR HOUSING AGENCY - HOUSING AUTHORITY

To retain the responsibility for performing housing functions previously performed by a redevelopment agency, enforce affordability covenants, and perform related activities pursuant to applicable provisions of the Community Redevelopment Law pursuant to the California Health and Safety Code, Part 1.85 of Division 24, Section 34176.

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 10-11 & FY 11-12				
<ul style="list-style-type: none"> * Continued to maximize Housing Choice Voucher (HCV) funding by maintaining full lease-up. * Implemented program changes to reflect new HUD regulation. * Continued to ensure compliance with Section 8 Management Program (SEMAP) requirements. * Maximized funding under the Non-Elderly Disabled Program by reaching 100% lease up * Implemented direct deposit for owner payments with 98% participation. * Completed set-up of the owner portal. 				
Action Plan for FY 2012-13				
<ul style="list-style-type: none"> * Automate the inspection process. * Set-up the wait list portal. * Open the wait list. 				
PERFORMANCE MEASURES	Actual	Actual	Estimated	Objective
	FY 09-10	FY 10-11	FY 11-12	FY 12-13
Efficiency				
Pass Rate for Annual Inspections	67%	70%	72%	72%
Number of Units Under Lease	2,558	2,658	2,658	2,658
Effectiveness				
Fund Utilization Rate	102%	102%	100%	100%
Lease-Up Rate	100%	100%	100%	100%

COMMUNITY DEVELOPMENT AGENCY

HOUSING AND NEIGHBORHOOD DEVELOPMENT		ACCOUNT UNIT			
Assisted Housing-Housing Authority-Vouchers		14018760			
Account Code	LINE ITEM RESOURCES	ACTUAL FY 09-10	ACTUAL FY 10-11	ADOPTED FY 11-12	PROPOSED FY 12-13
61000	Salaries Regular	1,261,987	1,141,147	1,145,730	1,101,050
61020	Salaries Part-Time	28,312	43,821	18,070	25,400
61040	Salaries Overtime	15,316	45,006	35,000	35,000
61090	Accrual Compensated Absences	0	(1,394)	0	0
61100	Retirement-Employer Contribution	80,532	59,296	103,225	95,440
61110	Part-Time Retirement	840	972	680	1,175
61120	Medicare Insurance	17,750	16,737	16,875	16,335
61130	Health Insurance	179,152	181,334	201,045	259,970
61170	Retiree Health Benefits	20,245	10,890	13,005	10,830
61180	Worker Compensation Insurance	13,181	12,810	12,645	12,895
	SUBTOTAL PERSONNEL	1,617,315	1,510,619	1,546,275	1,558,095
62010	Communications	16,982	15,376	14,600	14,600
62012	Cellular Phone Charges	0	49	255	150
62120	Training, Transportation, Meeting	10,700	12,724	25,015	14,150
62140	Membership, Subscription and Dues	4,834	1,567	3,870	3,870
62200	Advertising	499	2,364	2,800	3,800
62300	Contract Services-Professional	56,708	86,316	102,500	139,700
62302	Contracted Vendor Personnel Services	54,776	0	16,000	25,000
62322	M & R Machinery & Equipment	4,353	3,312	9,500	5,000
62400	Auditor Fee	14,271	5,127	7,000	6,000
62600	Parking Validation	1,053	1,187	800	0
62600	Auto Expense	0	0	0	200
	SUBTOTAL CONTRACTUAL	164,176	128,022	182,340	212,470
63001	Miscellaneous Operating Expenses	62,623	69,977	53,310	71,195
	SUBTOTAL COMMODITIES	62,623	69,977	53,310	71,195
65000	Building Rental	119,970	119,970	119,970	47,945
65010	Rental City Equipment	25,490	21,050	16,620	13,440
65040	Computer Services Charge	0	0	0	520
65050	IS Strategic Plan	0	0	0	19,845
65100	Insurance Charges	39,225	39,225	39,225	32,805
65205	Internal Departments Personnel Charges	0	53,455	5,000	0
65400	Indirect Costs	130,469	115,429	147,105	129,990
	SUBTOTAL FIXED CHARGES	315,154	349,129	327,920	244,545
66400	Machinery & Equipment	19,408	0	12,000	0
66510	Computer Software	260	0	0	0
	SUBTOTAL CAPITAL	19,668	0	12,000	0
69131	Mobility-Inspection Fee Paid	825	0	0	0
69132	Mobility-Inspection Fee Received	(600)	0	0	0
69133	Ports Out-Administrative Pay	619,000	709,892	750,000	650,000
69134	Portprop In Received HAP/ADM	(19,957)	0	2,000	2,000
	SUBTOTAL MISCELLANEOUS	599,268	709,892	752,000	652,000
	TOTAL	2,778,204	2,767,639	2,873,845	2,738,305

COMMUNITY DEVELOPMENT AGENCY

HOUSING AND NEIGHBORHOOD DEVELOPMENT		ACCOUNT UNIT			
Assisted Housing-Housing Authority-Vouchers		14018760			
Class Code	AUTHORIZED PERSONNEL	ADOPTED FY 11-12		PROPOSED FY 12-13	
		Full Time		Full Time	
2491	Deputy City Manager for Dev Services	0.05		0.05	
2865	Asst Director of Community Development	0.00		0.05	
2460	Housing Division Manager	0.10		0.25	
7640	Housing Authority Coordinator	0.95		0.00	
1840	Housing Programs Analyst	0.00		0.30	
1720	Management Analyst	0.86		0.38	
1860	Senior Housing Specialist	2.00		2.00	
1900	Housing Specialist II	6.00		7.00	
7280	Senior Accounting Assistant	0.05		0.05	
7010	Accounting Assistant	1.00		1.00	
	Community Development Commission Secretary	0.00		0.25	
7330	Senior Office Assistant	3.00		3.50	
1640	Senior Receptionist	1.00		1.00	
1885	Housing Authority Analyst	0.75		0.72	
	TOTAL	<u>15.76</u>		<u>16.55</u>	

COMMUNITY DEVELOPMENT AGENCY

HOUSING AND NEIGHBORHOOD DEVELOPMENT				ACCOUNT UNIT	
Assisted Housing-Housing Authority-Section 8				13618760	
Account Code	LINE ITEM RESOURCES	ACTUAL FY 09-10	ACTUAL FY 10-11	ADOPTED FY 11-12	PROPOSED FY 12-13
69134	Ports In-Administrative Received	(476,364)	(264,974)	0	0
69158	Housing Assistance Payments	20,021,806	18,205,822	27,923,760	17,825,400
69159	HAP-FSS Escrow	155,056	73,421	0	80,770
69162	Port Out HAP	7,958,263	8,924,378	0	9,816,840
69167	Port Prop Disbursement	472,481	246,164	0	270,820
	SUBTOTAL MISCELLANEOUS	28,131,242	27,184,811	27,923,760	27,993,830
	TOTAL	<u>28,131,242</u>	<u>27,184,811</u>	<u>27,923,760</u>	<u>27,993,830</u>

HOUSING AND NEIGHBORHOOD DEVELOPMENT				ACCOUNT UNIT	
Assisted Housing-Housing Authority-Mainstream				13718760	
Account Code	LINE ITEM RESOURCES	ACTUAL FY 09-10	ACTUAL FY 10-11	ADOPTED FY 11-12	PROPOSED FY 12-13
69158	Housing Assistance Payments	0	22,606	0	0
	SUBTOTAL MISCELLANEOUS	0	22,606	0	0
	TOTAL	<u>0</u>	<u>22,606</u>	<u>0</u>	<u>0</u>

HOUSING AND NEIGHBORHOOD DEVELOPMENT				ACCOUNT UNIT	
Assisted Housing-New Construction				13918760	
Account Code	LINE ITEM RESOURCES	ACTUAL FY 09-10	ACTUAL FY 10-11	ADOPTED FY 11-12	PROPOSED FY 12-13
69204	Payment-HUD	533,373	0	0	0
	SUBTOTAL MISCELLANEOUS	533,373	0	0	0
	TOTAL	<u>533,373</u>	<u>0</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 09-10	ACTUAL FY 10-11	ADOPTED FY 11-12	PROPOSED FY 12-13
61000	Salaries Regular	4,662	0	12,490	15,755
61100	Retirement-Employer Contribution	318	0	1,050	1,315
61120	Medicare Insurance	82	0	180	230
61130	Health Insurance	837	0	2,675	3,910
61170	Retiree Health Benefits	230	0	125	160
61180	Worker Compensation Insurance	59	0	130	165
	SUBTOTAL PERSONNEL	<u>6,188</u>	<u>0</u>	<u>16,650</u>	<u>21,535</u>
62120	Training, Transportation, Meeting	0	0	150	150
	SUBTOTAL CONTRACTUAL	<u>0</u>	<u>0</u>	<u>150</u>	<u>150</u>
63001	Miscellaneous Operating Expenses	0	(498)	12,895	6,455
	SUBTOTAL COMMODITIES	<u>0</u>	<u>(498)</u>	<u>12,895</u>	<u>6,455</u>
65000	Building Rental	0	0	0	720
65040	Computer Services Charge	0	0	0	10
65050	IS Strategic Plan	0	0	0	295
65100	Insurance Charges	0	0	0	490
65400	Indirect Costs	643	0	305	345
	SUBTOTAL FIXED CHARGES	<u>643</u>	<u>0</u>	<u>305</u>	<u>1,860</u>
69136	Payment-Part Support	8,206	6,722	12,000	12,000
69158	Housing Assistance Payments	555,047	527,158	558,000	558,000
	SUBTOTAL MISCELLANEOUS	<u>563,253</u>	<u>533,880</u>	<u>570,000</u>	<u>570,000</u>
	TOTAL	<u><u>570,084</u></u>	<u><u>533,382</u></u>	<u><u>600,000</u></u>	<u><u>600,000</u></u>
Class Code	AUTHORIZED PERSONNEL	ADOPTED FY 11-12		PROPOSED FY 12-13	
		Full Time		Full Time	
1885	Housing Authority Analyst	<u>0.15</u>		<u>0.20</u>	
	TOTAL	<u><u>0.15</u></u>		<u><u>0.20</u></u>	

COMMUNITY DEVELOPMENT AGENCY

HOUSING AND NEIGHBORHOOD DEVELOPMENT		ACCOUNT UNIT			
Assisted Housing-Housing Authority-HOPWA		40518761			
Account Code	LINE ITEM RESOURCES	ACTUAL FY 09-10	ACTUAL FY 10-11	ADOPTED FY 11-12	PROPOSED FY 12-13
61000	Salaries Regular	33,012	30,241	29,865	28,650
61020	Salaries Part-Time	1,016	3,156	0	0
61040	Salaries Overtime	1,335	653	0	0
61100	Retirement-Employer Contribution	2,142	1,679	2,970	3,230
61110	Part-Time Retirement	38	86	0	0
61120	Medicare Insurance	369	437	435	415
61130	Health Insurance	4,047	4,198	4,005	3,705
61170	Retiree Health Benefits	212	564	430	160
61180	Worker Compensation Insurance	365	418	310	725
	SUBTOTAL PERSONNEL	42,536	41,432	38,015	36,885
62010	Communications	1,428	1,549	0	0
62140	Membership, Subscription and Dues	408	180	0	0
62300	Contract Services-Professional	86	0	0	0
62600	Parking Validation	105	0	0	0
	SUBTOTAL CONTRACTUAL	2,027	1,729	0	0
63001	Miscellaneous Operating Expenses	349	703	8,050	6,105
	SUBTOTAL COMMODITIES	349	703	8,050	6,105
65000	Building Rental	250	250	250	1,305
65040	Computer Services Charge	0	0	0	15
65050	IS Strategic Plan	0	0	0	540
65100	Insurance Charges	0	0	0	895
65205	Internal Departments Personnel Charges	250	250	0	0
65400	Indirect Costs	4,826	938	730	715
	SUBTOTAL FIXED CHARGES	5,326	1,438	980	3,470
69135	Payment to Subagent	1,015,397	821,133	921,135	902,160
	SUBTOTAL MISCELLANEOUS	1,015,397	821,133	921,135	902,160
	TOTAL	1,065,635	866,435	968,180	948,620

Class Code	AUTHORIZED PERSONNEL	ADOPTED FY 11-12		PROPOSED FY 12-13	
		Full Time		Full Time	
2491	Deputy City Manager for Dev Services	0.00		0.03	
2460	Housing Division Manager	0.00		0.10	
7640	Housing Authority Coordinator	0.05		0.00	
1720	Management Analyst	0.14		0.00	
1885	Housing Authority Analyst	0.10		0.08	
	TOTAL	0.29		0.21	

COMMUNITY DEVELOPMENT AGENCY

SUCCESSOR HOUSING AGENCY-HOUSING AUTHORITY			PROGRAM	
Administration / Compliance / Development & Rehabilitation			Various	
Statement of Purpose				
<p><i>To retain the responsibility for performing housing functions previously performed by a redevelopment agency, enforce affordability covenants, and perform related activities pursuant to applicable provisions of the Community Redevelopment Law pursuant to the California Health and Safety Code, Part 1.85 of Division 24, Section 34176.</i></p> <p>The Housing Authority, acting as the Successor Housing Agency, will implement projects and monitor affordable housing funded with CRAL/LMIHF, encourage owners to upgrade properties that need major building system replacement or structural repair, assist in the development of new residential units through a variety of loan programs, and will comply with all statutory monitoring requirements.</p>				
Accomplishments in FY 10-11 & FY 11-12				
<p>Action Plan for FY 2012-13</p> <ul style="list-style-type: none"> * Begin multi-family developments of scattered infill sites. * Monitor construction of Station District Phase 1 & 2. * Monitor construction of Vista del Rio. * Assist in the implementation of the Recognized Obligation Schedule. * Monitor construction of Habitat for Humanity single family homes. 				
PERFORMANCE MEASURES	Actual	Actual	Estimated	Objective
	FY 09-10	FY 10-11	FY 11-12	FY 12-13
Service Level				
Program inquiries received	N/A	N/A	N/A	200
Infill new construction units completed	N/A	N/A	N/A	208
Non-profit acquisition/rehabilitation loans funded	N/A	N/A	N/A	1
Single-family rehabilitation loans funded	N/A	N/A	N/A	10
Efficiency				
% of rehab loan funds expended on work that exceeds City of Santa Ana code requirements	N/A	N/A	N/A	100%
Effectiveness				
% of units inspected for HQS compliance by deadline	N/A	N/A	N/A	100%
% of delinquent and defaulted loans	N/A	N/A	N/A	2%

COMMUNITY DEVELOPMENT AGENCY

SUCCESSOR HOUSING AGENCY-HOUSING AUTHORITY				ACCOUNT UNIT	
Administration / Compliance				60718810	
Account Code	LINE ITEM RESOURCES	ACTUAL FY 09-10	ACTUAL FY 10-11	ADOPTED FY 11-12	PROPOSED FY 12-13
61000	Salaries Regular	0	0	0	155,830
61040	Salaries Overtime	0	0	0	10,000
61100	Retirement-Employer Contribution	0	0	0	14,530
61120	Medicare Insurance	0	0	0	2,260
61130	Health Insurance	0	0	0	30,610
61170	Retiree Health Benefits	0	0	0	1,590
61180	Worker Compensation Insurance	0	0	0	2,235
	SUBTOTAL PERSONNEL	0	0	0	217,055
62010	Communications	0	0	0	9,000
62012	Cellular Phone Charges	0	0	0	420
62120	Training, Transportation, Meeting	0	0	0	2,700
62140	Membership, Subscription and Dues	0	0	0	10,690
62200	Advertising	0	0	0	6,930
62300	Contract Services-Professional	0	0	0	110,405
62302	Contracted Vendor Personnel Services	0	0	0	19,000
62322	M & R Machinery & Equipment	0	0	0	1,500
62400	Auditor Fee	0	0	0	25,000
62700	Auto Expense	0	0	0	300
	SUBTOTAL CONTRACTUAL	0	0	0	185,945
63001	Miscellaneous Operating Expenses	0	0	0	26,815
	SUBTOTAL COMMODITIES	0	0	0	26,815
65000	Building Rental	0	0	0	11,220
65010	Rental City Equipment	0	0	0	7,800
65040	Computer Services Charge	0	0	0	120
65050	IS Strategic Plan	0	0	0	4,640
65100	Insurance Charges	0	0	0	7,680
65400	Indirect Costs	0	0	0	13,680
	SUBTOTAL FIXED CHARGES	0	0	0	45,140
	TOTAL	0	0	0	474,955

Class Code	AUTHORIZED PERSONNEL	ADOPTED FY 11-12		PROPOSED FY 12-13	
		Full Time		Full Time	
2491	Deputy City Manager for Dev Services	0.00		0.05	
2865	Asst Director of Community Development	0.00		0.03	
2460	Housing Division Manager	0.00		0.10	
0520	Housing Programs Coordinator	0.00		0.00	
1840	Housing Programs Analyst	0.00		0.15	
2700	Senior Residential Construction Specialist	0.00		0.20	
2710	Residential Construction Specialist	0.00		0.40	
7000	Loan Specialist	0.00		0.10	
1720	Management Analyst	0.00		0.10	
7280	Senior Accounting Assistant	0.00		0.05	
7270	Secretary	0.00		0.00	
7330	Senior Office Assistant	0.00		0.50	
	TOTAL	0.00		1.68	

COMMUNITY DEVELOPMENT AGENCY

SUCCESSOR HOUSING AGENCY-HOUSING AUTHORITY		ACCOUNT UNIT			
Development and Rehabilitation-Capital Projects		60718830			
Account Code	LINE ITEM RESOURCES	ACTUAL FY 09-10	ACTUAL FY 10-11	ADOPTED FY 11-12	PROPOSED FY 12-13
62300	Contract Services-Professional	<u>0</u>	<u>0</u>	<u>0</u>	<u>203,440</u>
	SUBTOTAL CONTRACTUAL	0	0	0	203,440
66220	Improvements Other Than Building	<u>0</u>	<u>0</u>	<u>0</u>	<u>642,415</u>
	SUBTOTAL CAPITAL	0	0	0	642,415
69151	Residential Rehab Loans	<u>0</u>	<u>0</u>	<u>0</u>	<u>663,235</u>
	SUBTOTAL MISCELLANEOUS	0	0	0	663,235
	TOTAL	<u><u>0</u></u>	<u><u>0</u></u>	<u><u>0</u></u>	<u><u>1,509,090</u></u>

COMMUNITY DEVELOPMENT AGENCY

HOUSING AND NEIGHBORHOOD DEVELOPMENT	PROGRAM			
Housing Development and Rehabilitation	Various			
Statement of Purpose				
<p><i>To provide quality technical and financial assistance to residents, developers, investors and non-profit organizations within the residential community. To ensure the enhancement of existing housing stock and construction of new quality housing and to promote homeownership opportunities.</i></p> <p>The Development Services Program provides funds for the development and rehabilitation of residential units, encourages owners to upgrade properties that need major building system replacement or structural repair, and assists in the development of new residential units through a variety of loan programs.</p>				
Accomplishments in FY 10-11 & FY 11-12				
<ul style="list-style-type: none"> * Continued to facilitate the acquisition and rehabilitation of multi-family units by non-profit housing corporations. * Continued to provide financial and technical assistance for owner-occupied residential rehabilitation. * Continued to implement federal HOME to meet the goals of the Consolidated Plan and Housing Element. * Continued to implement Cal-Home Program. * Continued to implement Neighborhood Stabilization Programs 1, 2 & 3 in accordance with HUD guidelines. * Facilitated the completion of the financing for the development of Station District. * Continued master planning efforts for remaining portion of Station District. * Facilitated the completion of financing for the development of Vista del Rio. 				
Action Plan for FY 2012-13				
<ul style="list-style-type: none"> * Begin multi-family developments of scattered infill sites. * Monitor construction of Vista del Rio. * Monitor construction of three 5 unit multi-family projects. * Monitor construction of 36 unit multi-family project. * Continue to implement Neighborhood Stabilization Programs 1, 2 & 3 in accordance with HUD guidelines. * Continue to perform compliance monitoring of HOME projects. 				
PERFORMANCE MEASURES	Actual	Actual	Estimated	Objective
	FY 09-10	FY 10-11	FY 11-12	FY 12-13
Service Level				
Program inquiries received	190	200	200	200
Infill new construction units completed	0	15	208	208
Non-profit acquisition/rehabilitation loans funded	0	1	1	1
Single-family rehabilitation loans funded	7	10	10	10
HOME compliance inspections completed	36	70	50	50
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%	90%	90%	90%
% of delinquent and defaulted loans	3%	3%	2%	2%

COMMUNITY DEVELOPMENT AGENCY

HOUSING AND NEIGHBORHOOD DEVELOPMENT		ACCOUNT UNIT			
Housing Development and Rehabilitation		50718810			
Account Code	LINE ITEM RESOURCES	ACTUAL FY 09-10	ACTUAL FY 10-11	ADOPTED FY 11-12	PROPOSED FY 12-13
61000	Salaries Regular	541,398	397,093	685,480	0
61020	Salaries Part-Time	30,154	33,406	124,150	0
61040	Salaries Overtime	2,057	1,650	10,000	0
61100	Retirement-Employer Contribution	35,463	21,424	69,450	0
61110	Part-Time Retirement	884	1,319	7,030	0
61120	Medicare Insurance	5,653	3,239	11,740	0
61130	Health Insurance	74,169	55,612	104,505	0
61170	Retiree Health Benefits	5,782	2,467	8,015	0
61180	Worker Compensation Insurance	8,786	4,999	11,485	0
	SUBTOTAL PERSONNEL	704,346	521,209	1,031,855	0
62010	Communications	11,563	10,827	10,500	0
62012	Cellular Phone Charges	0	335	200	0
62120	Training, Transportation, Meeting	5,115	4,227	13,515	0
62140	Membership, Subscription and Dues	5,648	4,353	11,465	0
62200	Advertising	3,170	227	8,430	0
62300	Contract Services-Professional	169,947	130,814	319,445	0
62302	Contracted Vendor Personnel Services	9,155	2,617	72,625	0
62322	M & R Machinery & Equipment	2,123	666	7,500	0
62400	Auditor Fee	0	0	32,350	0
62600	Parking Validation	5,679	4,707	2,000	0
62700	Auto Expense	250	470	300	0
	SUBTOTAL CONTRACTUAL	212,650	159,243	478,330	0
63001	Miscellaneous Operating Expenses	19,467	18,114	65,850	0
	SUBTOTAL COMMODITIES	19,467	18,114	65,850	0
65000	Building Rental	70,195	56,155	59,665	0
65010	Rental City Equipment	16,850	13,480	16,860	0
65040	Computer Services Charge	10,205	8,015	9,655	0
65050	IS Strategic Plan	241,285	194,945	194,000	0
65100	Insurance Charges	101,690	91,520	91,520	0
65205	Internal Departments Personnel Charges	0	0	10,000	0
65400	Indirect Costs	83,864	53,835	96,025	0
	SUBTOTAL FIXED CHARGES	524,089	417,950	477,725	0
66220	Improvements Other Than Building	91	(87)	0	0
66510	Computer Software	440	0	15,000	0
66600	Books, Records & Video	47	0	0	0
	SUBTOTAL CAPITAL	578	(87)	15,000	0
67300	Bond Principal	373,086	347,386	0	0
67310	Bond Interest	126,914	4,558	0	0
	SUBTOTAL DEBT SERVICE	500,000	351,944	0	0
69154	Loan Set-Up Cost-Housing	60	0	1,000	0
	SUBTOTAL MISCELLANEOUS	60	0	1,000	0
	TOTAL	1,961,190	1,468,373	2,069,760	0

COMMUNITY DEVELOPMENT AGENCY

HOUSING AND NEIGHBORHOOD DEVELOPMENT		ACCOUNT UNIT			
Housing Development and Rehabilitation		50718810			
Class Code	AUTHORIZED PERSONNEL	ADOPTED FY 11-12		PROPOSED FY 12-13	
		Full Time		Full Time	
2491	Deputy City Manager for Dev Services	0.15		0.00	
2460	Housing Division Manager	0.35		0.00	
0520	Housing Programs Coordinator	0.50		0.00	
0605	Redevelopment Program Manager	0.50		0.00	
0600	Redevelopment Project Manager III	0.50		0.00	
1840	Housing Programs Analyst	0.35		0.00	
2700	Senior Residential Construction Specialist	0.55		0.00	
2710	Residential Construction Specialist	1.20		0.00	
7000	Loan Specialist	0.30		0.00	
7390	Executive Secretary	0.10		0.00	
2760	Property Rehabilitation Assistant	0.65		0.00	
7280	Senior Accounting Assistant	0.50		0.00	
7270	Secretary	0.65		0.00	
7330	Senior Office Assistant	1.05		0.00	
	TOTAL	<u>7.35</u>		<u>0.00</u>	

COMMUNITY DEVELOPMENT AGENCY

HOUSING AND NEIGHBORHOOD DEVELOPMENT		ACCOUNT UNIT			
Housing Development and Rehabilitation-Capital Improvements		50718830			
Account Code	LINE ITEM RESOURCES	ACTUAL FY 09-10	ACTUAL FY 10-11	ADOPTED FY 11-12	PROPOSED FY 12-13
61000	Salaries Regular	36,751	8,176	0	0
61020	Salaries Part-Time	25,535	0	0	0
61040	Salaries Overtime	3,399	530	0	0
61100	Retirement-Employer Contribution	5,318	549	0	0
61110	Part-Time Retirement	108	0	0	0
61120	Medicare Insurance	445	116	0	0
61130	Health Insurance	4,356	1,083	0	0
61170	Retiree Health Benefits	3,343	1,094	0	0
61180	Worker Compensation Insurance	<u>752</u>	<u>256</u>	<u>0</u>	<u>0</u>
	SUBTOTAL PERSONNEL	80,007	11,804	0	0
62300	Contract Services-Professional	<u>187,661</u>	<u>4,960</u>	<u>150,000</u>	<u>0</u>
	SUBTOTAL CONTRACTUAL	187,661	4,960	150,000	0
63001	Miscellaneous Operating Expenses	<u>53</u>	<u>0</u>	<u>0</u>	<u>0</u>
	SUBTOTAL COMMODITIES	53	0	0	0
65400	Indirect Costs	<u>8,697</u>	<u>1,014</u>	<u>0</u>	<u>0</u>
	SUBTOTAL FIXED CHARGES	8,697	1,014	0	0
66100	Land	0	2,376	0	0
66220	Improvements Other Than Building	<u>3,365,406</u>	<u>2,538,198</u>	<u>0</u>	<u>0</u>
	SUBTOTAL CAPITAL	3,365,406	2,540,574	0	0
68000-011	Transfer to Fund 011	1,362,600	0	0	0
68000-130	Transfer to Fund 130	<u>0</u>	<u>76,093</u>	<u>0</u>	<u>0</u>
	SUBTOTAL INTERFUND TRANSFERS	1,362,600	76,093	0	0
69151	Residential Rehab Loans	1,733,008	0	5,030,235	0
69152	Loans & Grants	<u>0</u>	<u>0</u>	<u>8,200,000</u>	<u>0</u>
	SUBTOTAL MISCELLANEOUS	1,733,008	0	13,230,235	0
	TOTAL	<u>6,737,432</u>	<u>2,634,445</u>	<u>13,380,235</u>	<u>0</u>

COMMUNITY DEVELOPMENT AGENCY

HOUSING AND NEIGHBORHOOD DEVELOPMENT		ACCOUNT UNIT			
Housing Development and Rehabilitation-Obligations		50718850			
Account Code	LINE ITEM RESOURCES	ACTUAL FY 09-10	ACTUAL FY 10-11	ADOPTED FY 11-12	PROPOSED FY 12-13
68000-570	Transfer to Fund 570	<u>3,679,545</u>	<u>0</u>	<u>0</u>	<u>0</u>
	SUBTOTAL INTERFUND TRANSFERS	3,679,545	0	0	0
	TOTAL	<u><u>3,679,545</u></u>	<u><u>0</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 09-10	ACTUAL FY 10-11	ADOPTED FY 11-12	PROPOSED FY 12-13
61000	Salaries Regular	3,228	0	0	22,840
61020	Salaries Part-Time	106	0	0	0
61100	Retirement-Employer Contribution	221	0	0	1,905
61110	Part-Time Retirement	4	0	0	0
61120	Medicare Insurance	45	0	0	330
61130	Health Insurance	544	0	0	4,715
61170	Retiree Health Benefits	0	0	0	260
61180	Worker Compensation Insurance	35	0	0	240
	SUBTOTAL PERSONNEL	<u>4,183</u>	0	0	30,290
62300	Contract Services-Professional	(298)	0	0	0
	SUBTOTAL CONTRACTUAL	<u>(298)</u>	0	0	0
63001	Miscellaneous Operating Expenses	0	0	0	30
	SUBTOTAL COMMODITIES	<u>0</u>	0	0	30
65000	Building Rental	0	0	0	1,040
65040	Computer Services Charge	0	0	0	10
65050	IS Strategic Plan	0	0	0	430
65100	Insurance Charges	0	0	0	715
65400	Indirect Costs	0	0	0	560
	SUBTOTAL FIXED CHARGES	<u>0</u>	0	0	2,755
69135	Payment to Subagents	0	0	0	90,000
69151	Residential Rehab Loans	0	0	125,000	291,925
69152	Loans & Grants	107,962	119,690	0	0
	SUBTOTAL MISCELLANEOUS	<u>107,962</u>	119,690	125,000	381,925
	TOTAL	<u><u>111,847</u></u>	<u><u>119,690</u></u>	<u><u>125,000</u></u>	<u><u>415,000</u></u>

COMMUNITY DEVELOPMENT AGENCY

HOUSING AND NEIGHBORHOOD DEVELOPMENT		ACCOUNT UNIT			
Housing Development and Rehabilitation-HOME		13018780			
Account Code	LINE ITEM RESOURCES	ACTUAL FY 09-10	ACTUAL FY 10-11	ADOPTED FY 11-12	PROPOSED FY 12-13
61000	Salaries Regular	257,292	261,014	245,325	130,080
61020	Salaries Part-Time	2,226	7,922	6,790	8,495
61040	Salaries Overtime	499	757	5,000	0
61100	Retirement-Employer Contribution	17,594	14,582	25,950	11,700
61110	Part-Time Retirement	81	297	255	320
61120	Medicare Insurance	2,661	2,823	3,655	2,010
61130	Health Insurance	31,374	34,591	36,485	23,450
61170	Retiree Health Benefits	3,675	3,666	2,945	1,330
61180	Worker Compensation Insurance	3,665	4,151	3,495	1,870
	SUBTOTAL PERSONNEL	319,067	329,803	329,900	179,255
62010	Communications	0	270	2,035	1,000
62012	Cellular Phone Charges	0	0	100	0
62120	Training, Transportation, Meeting	0	55	4,650	3,135
62140	Membership, Subscription and Dues	2,084	2,094	3,900	3,900
62200	Advertising	1,158	4,072	4,000	0
62300	Contract Services-Professional	26,301	12,432	33,000	15,000
62302	Contracted Vendor Personnel Services	0	0	25,000	10,000
62400	Auditor Fee	0	0	7,000	375
62600	Parking Validation	0	0	200	0
62700	Auto Expense	0	0	150	0
	SUBTOTAL CONTRACTUAL	29,543	18,923	80,035	33,410
63001	Miscellaneous Operating Expenses	6,624	4,686	20,205	8,645
	SUBTOTAL COMMODITIES	6,624	4,686	20,205	8,645
65000	Building Rental	0	7,020	7,020	7,000
65040	Computer Services Charge	500	550	1,050	75
65050	IS Strategic Plan	2,400	24,370	24,920	2,895
65100	Insurance Charges	7,000	7,000	7,000	4,790
65205	Internal Departments Personnel Charges	0	0	25,000	0
65400	Indirect Costs	35,791	8,009	6,175	3,395
	SUBTOTAL FIXED CHARGES	45,691	46,949	71,165	18,155
69151	Residential Rehab Loans	2,159,399	845,792	851,745	1,103,750
69152	Loans & Grants	295	0	1,500,000	0
69154	Loan Set-Up Cost-Housing	3,580	1,522	0	0
	SUBTOTAL MISCELLANEOUS	2,163,274	847,314	2,351,745	1,103,750
	TOTAL	2,564,199	1,247,675	2,853,050	1,343,215

COMMUNITY DEVELOPMENT AGENCY

HOUSING AND NEIGHBORHOOD DEVELOPMENT		ACCOUNT UNIT			
Housing Development and Rehabilitation-HOME		13018780			
Class Code	AUTHORIZED PERSONNEL	ADOPTED FY 11-12		PROPOSED FY 12-13	
		Full Time		Full Time	
2491	Deputy City Manager for Dev Services	0.05		0.03	
2460	Housing Division Manager	0.20		0.10	
0520	Housing Programs Coordinator	0.10		0.00	
1840	Housing Programs Analyst	0.40		0.45	
2700	Senior Residential Construction Specialist	0.20		0.20	
2710	Residential Construction Specialist	0.40		0.20	
7000	Loan Specialist	0.25		0.10	
2760	Property Rehabilitation Assistant	0.30		0.00	
7280	Senior Accounting Assistant	0.25		0.15	
	Community Development Commission Secretary	0.00		0.10	
7270	Secretary	0.30		0.00	
7330	Senior Office Assistant	0.20		0.30	
	TOTAL	<u>2.65</u>		<u>1.63</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 09-10	ACTUAL FY 10-11	ADOPTED FY 11-12	PROPOSED FY 12-13
69152	Loans and Grants	<u>30,700</u>	<u>51,960</u>	<u>0</u>	<u>0</u>
	SUBTOTAL MISCELLANEOUS	30,700	51,960	0	0
	TOTAL	<u><u>30,700</u></u>	<u><u>51,960</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 09-10	ACTUAL FY 10-11	ADOPTED FY 11-12	PROPOSED FY 12-13
61000	Salaries Regular	0	16,599	112,625	71,315
61020	Salaries Part-Time	0	226	1,415	0
61040	Salaries Overtime	0	0	5,000	5,000
61100	Retirement-Employer Contribution	0	793	11,680	7,220
61110	Part-Time Retirement	0	8	55	0
61120	Medicare Insurance	0	190	2,185	1,035
61130	Health Insurance	0	1,099	10,490	14,150
61170	Retiree Health Benefits	0	192	4,375	585
61180	Worker Compensation Insurance	0	173	5,695	1,225
	SUBTOTAL PERSONNEL	0	19,280	153,520	100,530
62120	Training, Transportation, Meeting	0	0	2,000	2,000
62400	Auditor Fee	0	0	2,000	0
	SUBTOTAL CONTRACTUAL	0	0	4,000	2,000
63001	Miscellaneous Operating Expenses	0	0	16,195	10,950
	SUBTOTAL COMMODITIES	0	0	16,195	10,950
65000	Building Rental	0	0	0	3,930
65040	Computer Services Charge	0	0	0	45
65050	IS Strategic Plan	0	0	18,765	1,625
65100	Insurance Charges	0	0	0	2,690
65205	Internal Departments Personnel Charges	0	0	10,000	0
65400	Indirect Costs	0	1,596	12,520	8,230
	SUBTOTAL FIXED CHARGES	0	1,596	41,285	16,520
	TOTAL	0	20,876	215,000	130,000

Class Code	AUTHORIZED PERSONNEL	ADOPTED FY 11-12		PROPOSED FY 12-13	
		Full Time		Full Time	
2460	Housing Division Manager	0.05		0.15	
0520	Housing Programs Coordinator	0.15		0.00	
1840	Housing Programs Analyst	0.65		0.20	
7000	Loan Specialist	0.05		0.20	
1720	Management Analyst	0.00		0.10	
7280	Senior Accounting Assistant	0.10		0.10	
	TOTAL	1.00		0.75	

COMMUNITY DEVELOPMENT AGENCY

HOUSING AND NEIGHBORHOOD DEVELOPMENT		ACCOUNT UNIT			
Housing Development and Rehabilitation-Neighborhood Stabilization Program 1		14218760			
Account Code	LINE ITEM RESOURCES	ACTUAL FY 09-10	ACTUAL FY 10-11	ADOPTED FY 11-12	PROPOSED FY 12-13
61000	Salaries Regular	151,243	100,301	24,050	34,605
61010	Salaries Retirement	61	0	0	0
61020	Salaries Part-Time	1,536	4,840	0	7,265
61040	Salaries Overtime	2,238	2,373	2,000	2,000
61100	Retirement-Employer Contribution	10,286	5,940	2,720	2,890
61110	Part-Time Retirement	58	182	0	270
61120	Medicare Insurance	2,095	1,632	350	605
61130	Health Insurance	17,733	11,288	2,225	6,585
61170	Retiree Health Benefits	945	1,628	360	345
61180	Worker Compensation Insurance	1,865	1,774	465	435
	SUBTOTAL PERSONNEL	188,060	129,958	32,170	55,000
62010	Communications	0	0	100	100
62120	Training, Transportation, Meeting	0	39	1,000	1,000
62140	Membership, Subscription and Dues	95	179	0	0
62200	Advertising	0	690	500	500
62300	Contract Services-Professional	2,849,535	1,843	454,000	4,000
62301	Contract Services-Construction	0	421,528	0	0
62302	Contracted Vendor Personnel Services	0	0	0	3,000
62400	Auditor Fee	0	2,990	0	5,000
	SUBTOTAL CONTRACTUAL	2,849,630	427,269	455,600	13,600
63001	Miscellaneous Operating Expenses	13,521	693	6,555	7,350
	SUBTOTAL COMMODITIES	13,521	693	6,555	7,350
65000	Building Rental	0	3,510	0	1,910
65010	Rental City Equipment	0	1,685	0	0
65040	Computer Services Charge	0	1,070	0	20
65050	IS Strategic Plan	0	12,185	0	790
65100	Insurance Charges	0	5,085	5,085	1,305
65400	Indirect Costs	0	2,733	590	1,025
	SUBTOTAL FIXED CHARGES	0	26,268	5,675	5,050
69152	Loans & Grants	2,084,322	251,937	0	285,000
69153	Downpayment/Mortgage Assistance	83,681	20,562	0	0
69154	Loan Set-Up-Housing	1,579	516	0	0
	SUBTOTAL MISCELLANEOUS	2,169,582	273,015	0	285,000
	TOTAL	5,220,793	857,203	500,000	366,000

Class Code	AUTHORIZED PERSONNEL	ADOPTED FY 11-12		PROPOSED FY 12-13	
		Full Time		Full Time	
2491	Deputy City Manager for Dev Services	0.05		0.00	
1840	Housing Programs Analyst	0.05		0.05	
2700	Senior Residential Construction Specialist	0.00		0.05	
2710	Residential Construction Specialist	0.05		0.10	
7000	Loan Specialist	0.05		0.05	
7280	Senior Accounting Assistant	0.00		0.10	
7330	Senior Office Assistant	0.00		0.10	
	TOTAL	0.20		0.45	

COMMUNITY DEVELOPMENT AGENCY

HOUSING AND NEIGHBORHOOD DEVELOPMENT		ACCOUNT UNIT			
Housing Development and Rehabilitation-Neighborhood Stabilization Program 2		14218761			
Account Code	LINE ITEM RESOURCES	ACTUAL FY 09-10	ACTUAL FY 10-11	ADOPTED FY 11-12	PROPOSED FY 12-13
61000	Salaries Regular	39,017	118,314	152,960	120,605
61020	Salaries Part-Time	164	4,589	6,790	43,965
61040	Salaries Overtime	100	3,167	5,000	5,000
61100	Retirement-Employer Contribution	2,210	6,106	16,555	10,955
61110	Part-Time Retirement	0	172	255	1,650
61120	Medicare Insurance	39	2,234	2,315	2,385
61130	Health Insurance	380	13,862	18,830	20,665
61170	Retiree Health Benefits	0	896	2,080	1,195
61180	Worker Compensation Insurance	50	1,968	2,205	2,165
	SUBTOTAL PERSONNEL	41,960	151,308	206,990	208,585
62010	Communications	0	0	200	200
62120	Training, Transportation, Meeting	1,942	69	2,000	2,000
62140	Membership, Subscription and Dues	0	259	100	100
62200	Advertising	155	399	2,000	2,000
62300	Contract Services-Professional	154,471	(99,454)	2,721,000	21,000
62301	Contract Services-Construction	0	3,145,730	0	0
62302	Contracted Vendor Personnel Services	0	0	10,000	3,000
62400	Auditor Fee	0	1,282	2,000	10,000
62600	Parking Validation	0	0	300	0
62700	Auto Expense	0	0	75	0
	SUBTOTAL CONTRACTUAL	156,568	3,048,285	2,737,675	38,300
63001	Miscellaneous Operating Expenses	2,086	3,182	28,120	22,930
	SUBTOTAL COMMODITIES	2,086	3,182	28,120	22,930
65000	Building Rental	0	3,510	3,510	7,505
65010	Rental City Equipment	0	1,685	0	0
65040	Computer Services Charge	0	1,070	0	80
65050	IS Strategic Plan	0	12,185	6,000	3,105
65100	Insurance Charges	0	5,085	5,085	5,135
65205	Internal Departments Personnel Charges	0	0	3,705	0
65400	Indirect Costs	3	3,212	3,915	4,030
	SUBTOTAL FIXED CHARGES	3	26,747	22,215	19,855
69152	Loans & Grants	0	2,909,151	0	675,000
69153	Downpayment/Mortgage Assistance	0	35,640	0	0
69154	Loan Set-Up Cost-Housing	0	1,138	5,000	5,000
	SUBTOTAL MISCELLANEOUS	0	2,945,929	5,000	680,000
	TOTAL	200,617	6,175,451	3,000,000	969,670

COMMUNITY DEVELOPMENT AGENCY

HOUSING AND NEIGHBORHOOD DEVELOPMENT		ACCOUNT UNIT			
Housing Development and Rehabilitation-Neighborhood Stabilization Program 2		14218761			
Class Code	AUTHORIZED PERSONNEL	ADOPTED FY 11-12		PROPOSED FY 12-13	
		Full Time		Full Time	
2491	Deputy City Manager for Dev Services	0.05		0.05	
2865	Asst Director of Community Development	0.00		0.03	
2460	Housing Division Manager	0.10		0.05	
0520	Housing Programs Coordinator	0.15		0.00	
1840	Housing Programs Analyst	0.30		0.15	
2700	Senior Residential Construction Specialist	0.15		0.10	
2710	Residential Construction Specialist	0.30		0.50	
7000	Loan Specialist	0.20		0.10	
2760	Property Rehabilitation Assistant	0.05		0.00	
7280	Senior Accounting Assistant	0.10		0.20	
7270	Secretary	0.05		0.00	
7330	Senior Office Assistant	0.25		0.30	
	TOTAL	<u>1.70</u>		<u>1.48</u>	

COMMUNITY DEVELOPMENT AGENCY

HOUSING AND NEIGHBORHOOD DEVELOPMENT		ACCOUNT UNIT			
Housing Development and Rehabilitation-Neighborhood Stabilization Program 3		14218762			
Account Code	LINE ITEM RESOURCES	ACTUAL FY 09-10	ACTUAL FY 10-11	ADOPTED FY 11-12	PROPOSED FY 12-13
61000	Salaries Regular	0	18,844	18,075	70,740
61020	Salaries Part-Time	0	321	0	7,265
61040	Salaries Overtime	0	799	500	500
61100	Retirement-Employer Contribution	0	1,019	1,910	6,790
61110	Part-Time Retirement	0	12	0	270
61120	Medicare Insurance	0	364	260	1,130
61130	Health Insurance	0	1,213	2,315	11,810
61170	Retiree Health Benefits	0	0	255	695
61180	Worker Compensation Insurance	0	357	190	1,265
	SUBTOTAL PERSONNEL	0	22,929	23,505	100,465
62120	Training, Transportation, Meeting	0	146	500	500
62200	Advertising	0	1,452	500	500
62300	Contract Services-Professional	0	306	273,000	3,000
62302	Contracted Vendor Personnel Services	0	0	1,000	3,000
62400	Auditor Fee	0	0	0	10,000
	SUBTOTAL CONTRACTUAL	0	1,904	275,000	17,000
63001	Miscellaneous Operating Expenses	0	274	1,000	2,625
	SUBTOTAL COMMODITIES	0	274	1,000	2,625
65000	Building Rental	0	0	0	3,560
65040	Computer Services Charge	0	0	0	40
65050	IS Strategic Plan	0	0	0	1,470
65100	Insurance Charges	0	0	0	2,435
65400	Indirect Costs	0	1,947	0	1,910
	SUBTOTAL FIXED CHARGES	0	1,947	0	9,415
69152	Loans & Grants	0	0	0	660,000
69154	Loan Set-Up Cost-Housing	0	0	495	495
	SUBTOTAL MISCELLANEOUS	0	0	495	660,495
	TOTAL	0	27,054	300,000	790,000

Class Code	AUTHORIZED PERSONNEL	ADOPTED FY 11-12		PROPOSED FY 12-13	
		Full Time		Full Time	
2491	Deputy City Manager for Dev Services	0.00		0.05	
2865	Asst Director of Community Development	0.00		0.03	
2460	Housing Division Manager	0.00		0.05	
0520	Housing Programs Coordinator	0.05		0.00	
1840	Housing Programs Analyst	0.05		0.10	
2700	Senior Residential Construction Specialist	0.00		0.05	
2710	Residential Construction Specialist	0.05		0.20	
7000	Loan Specialist	0.05		0.10	
7280	Senior Accounting Assistant	0.00		0.05	
7330	Senior Office Assistant	0.00		0.10	
	TOTAL	0.20		0.73	

COMMUNITY DEVELOPMENT AGENCY

HOUSING AND NEIGHBORHOOD DEVELOPMENT		ACCOUNT UNIT			
Housing Development and Rehabilitation-CalHome Housing Loan FY 03-04		14318760			
Account Code	LINE ITEM RESOURCES	ACTUAL FY 09-10	ACTUAL FY 10-11	ADOPTED FY 11-12	PROPOSED FY 12-13
62300	Contract Services-Professional	<u>(3,288)</u>	<u>0</u>	<u>0</u>	<u>0</u>
	SUBTOTAL CONTRACTUAL	(3,288)	0	0	0
69152	Loans & Grants	85,129	108,164	0	0
69154	Loan Set-Up Cost-Housing	<u>205</u>	<u>0</u>	<u>0</u>	<u>0</u>
	SUBTOTAL MISCELLANEOUS	85,334	108,164	0	0
	TOTAL	<u>82,046</u>	<u>108,164</u>	<u>0</u>	<u>0</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 10-11 & FY 11-12				
<ul style="list-style-type: none"> * Placed capacity building/development plans for Santa Ana neighborhoods into operation. * Increased utilization of cost effective methods for communications with residents including e-mail broadcasts. * Offered training to resident leaders of Santa Ana's 90 HOA's 				
Action Plan for FY 2012-13				
<ul style="list-style-type: none"> * Implement new policies and procedures to assure that residents and their associations are more fully briefed on significant development and infrastructure projects in their area. * Merge internet community calendar for city with content from other city departments. * Prepare statistical analysis for each neighborhood using 2010 Census data. * Update Grants for Blocks program policies to provide non-profit status to a greater number of neighborhoods. 				
PERFORMANCE MEASURES	Actual	Actual	Estimated	Objective
	FY 09-10	FY 10-11	FY 11-12	FY 12-13
Service Level				
Neighborhood association meetings	325	325	325	290
Neighborhood cleanups	50	50	50	50
Dumpsters provided	300	300	300	300
Efficiency				
Regular meetings supported by staff	275	250	200	150
Effectiveness				
Number of internet visits to Community Calendar	3,500	30,000	32,000	32,000
Number of Resource Network Agencies utilizing quarterly newsletters of Community Calendar	80	80	80	80
Frequency of Community Calendar updates	100	110	110	100

COMMUNITY DEVELOPMENT AGENCY

HOUSING AND NEIGHBORHOOD DEVELOPMENT		ACCOUNT UNIT			
Neighborhood Improvement		50718820			
Account Code	LINE ITEM RESOURCES	ACTUAL FY 09-10	ACTUAL FY 10-11	ADOPTED FY 11-12	PROPOSED FY 12-13
61000	Salaries Regular	348,880	174,335	248,970	0
61020	Salaries Part-Time	99	148	0	0
61040	Salaries Overtime	0	554	2,000	0
61100	Retirement-Employer Contribution	22,537	9,001	24,515	0
61110	Part-Time Retirement	4	6	0	0
61120	Medicare Insurance	4,902	2,387	3,610	0
61130	Health Insurance	40,744	27,434	50,090	0
61170	Retiree Health Benefits	4,549	2,114	2,620	0
61180	Worker Compensation Insurance	8,049	3,794	2,920	0
	SUBTOTAL PERSONNEL	429,764	219,773	334,725	0
62010	Communications	7,033	5,334	2,500	0
62012	Cellular Phone Charges	0	790	1,100	0
62120	Training, Transportation, Meeting	2,891	2,495	6,650	0
62140	Membership, Subscription and Dues	3,888	6,657	7,750	0
62300	Contract Services-Professional	4,142	5,809	5,200	0
62322	M & R Machinery & Equipment	313	802	1,000	0
62600	Parking Validation	711	0	1,000	0
	SUBTOTAL CONTRACTUAL	18,978	21,887	25,200	0
63001	Miscellaneous Operating Expenses	67,792	36,234	63,925	0
	SUBTOTAL COMMODITIES	67,792	36,234	63,925	0
65000	Building Rental	68,310	68,310	68,310	0
65010	Rental City Equipment	11,610	5,865	5,870	0
65100	Insurance Charges	73,895	73,895	73,895	0
65400	Indirect Costs	48,157	21,980	29,530	0
	SUBTOTAL FIXED CHARGES	201,972	170,050	177,605	0
	TOTAL	718,506	447,944	601,455	0

Class Code	AUTHORIZED PERSONNEL	ADOPTED FY 11-12		PROPOSED FY 12-13	
		Full Time		Full Time	
2460	Housing Division Manager	0.10		0.00	
7610	Community Development District Manager	1.15		0.00	
7620	Housing Programs Aide	0.45		0.00	
7330	Senior Office Assistant	1.40		0.00	
	TOTAL	3.10		0.00	

COMMUNITY DEVELOPMENT AGENCY

HOUSING AND NEIGHBORHOOD DEVELOPMENT		ACCOUNT UNIT			
Neighborhood Improvement - CDBG		13518781			
Account Code	LINE ITEM RESOURCES	ACTUAL FY 09-10	ACTUAL FY 10-11	ADOPTED FY 11-12	PROPOSED FY 12-13
61000	Salaries Regular	156,087	177,785	132,260	103,210
61020	Salaries Part-Time	99	667	0	0
61040	Salaries Overtime	972	0	0	1,000
61100	Retirement-Employer Contribution	10,664	9,201	13,035	9,345
61110	Part-Time Retirement	4	25	0	0
61120	Medicare Insurance	2,287	2,618	1,920	1,495
61130	Health Insurance	22,536	29,557	24,235	17,475
61170	Retiree Health Benefits	3,269	1,706	1,325	1,030
61180	Worker Compensation Insurance	3,869	4,442	1,375	1,445
	SUBTOTAL PERSONNEL	199,787	226,001	174,150	135,000
62010	Communications	0	0	0	2,100
62012	Cellular Phone Charges	0	0	0	400
62120	Training, Transportation, Meeting	0	0	0	900
62140	Membership, Subscription and Dues	0	0	0	2,300
62300	Contract Services-Professional	0	0	0	6,900
	SUBTOTAL CONTRACTUAL	0	0	0	12,600
63001	Miscellaneous Operating Expenses	15,174	34,546	22,610	24,815
	SUBTOTAL COMMODITIES	15,174	34,546	22,610	24,815
65000	Building Rental	0	0	0	10,480
65010	Rental City Equipment	0	0	0	2,955
65040	Computer Services Charge	0	0	0	115
65050	IS Strategic Plan	0	0	0	4,335
65100	Insurance Charges	0	0	0	7,170
65400	Indirect Costs	4,353	4,427	3,240	2,530
	SUBTOTAL FIXED CHARGES	4,353	4,427	3,240	27,585
66220	Improvements Other Than Building	8,900	4,235	0	0
	SUBTOTAL CAPITAL	8,900	4,235	0	0
	TOTAL	228,214	269,209	200,000	200,000
Class Code	AUTHORIZED PERSONNEL	ADOPTED FY 11-12		PROPOSED FY 12-13	
		Full Time		Full Time	
2491	Deputy City Manager for Dev Services	0.00		0.05	
2460	Housing Division Manager	0.00		0.05	
7610	Community Development District Manager *	0.85		0.55	
7580	Housing Programs Aide *	0.55		0.25	
7330	Senior Office Assistant *	0.10		0.25	
	TOTAL	1.50		1.15	
* Remaining percentages of indicated positions to be included in General Non-Departmental account.					

COMMUNITY DEVELOPMENT AGENCY

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COMMUNITY DEVELOPMENT AGENCY

SOUTH MAIN

PROJECT AREA

PROJECT: SOUTH MAIN COMMERCIAL CORRIDOR BUILDING RENOVATION PROGRAM 65318830 *

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.

** Former accounting unit 55318830, prior to the dissolution of the RDA in FY 2011-12.*

	PROJECTED THRU 6/12	PROPOSED THRU 7/12-6/13
REVENUES		
PROJECT: SOUTH MAIN BUILDING RENOVATION PROGRAM		
Tax Increment	2,347,925	0
SERAF Loan Repayment	<u>0</u>	<u>500,000</u>
TOTAL	<u><u>2,347,925</u></u>	<u><u>500,000</u></u>
 EXPENDITURES		
PROJECT: SOUTH MAIN BUILDING RENOVATION PROGRAM		
Contractual Services - Professional	0	250,000
Building Improvement	<u>2,347,925</u>	<u>250,000</u>
TOTAL	<u><u>2,347,925</u></u>	<u><u>500,000</u></u>

COMMUNITY DEVELOPMENT AGENCY

RESIDENTIAL PROGRAM

PROJECT: AFFORDABLE HOUSING NEW CONSTRUCTION LOANS 60718830 *

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.

** Former accounting unit 50718830, prior to the dissolution of the RDA in FY 2011-12.*

	PROJECTED THRU 6/12	PROPOSED THRU 7/12-6/13
REVENUES		
PROJECT: AFFORDABLE HOUSING NEW CONSTRUCTION LOANS		
Housing Set Aside Tax Increment	6,000,000	0
ERAF Loan Repayment	0	642,415
TOTAL	6,000,000	642,415
 EXPENDITURES		
PROJECT: AFFORDABLE HOUSING NEW CONSTRUCTION LOANS		
Improvements Other than Buildings	0	642,415
Loans & Grants	6,000,000	0
TOTAL	6,000,000	642,415

COMMUNITY DEVELOPMENT AGENCY

RESIDENTIAL PROGRAM

PROJECT: SINGLE FAMILY RESIDENTIAL REHABILITATION LOANS 60718830 *

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

** Former accounting unit 50718830, prior to the dissolution of the RDA in FY 2011-12.*

	PROJECTED THRU 6/12	PROPOSED THRU 7/12-6/13
REVENUES		
PROJECT: SINGLE FAMILY RESIDENTIAL REHABILITATION LOANS		
Housing Set Aside Tax Increment	2,030,235	0
ERAF Loan Repayment	0	663,235
TOTAL	2,030,235	663,235
 EXPENDITURES		
PROJECT: SINGLE FAMILY RESIDENTIAL REHABILITATION LOANS		
Residential Rehabilitation Loans	2,030,235	663,235
TOTAL	2,030,235	663,235

COMMUNITY DEVELOPMENT AGENCY

SOUTH MAIN	OBLIGATION	
2003 TAX ALLOCATION BOND SERIES A - DEBT SERVICE FUND 652 *		
<p>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.</p>		
<p><i>* Former fund 552, prior to the dissolution of the RDA in FY 2011-12.</i></p>		
	PROJECTED THRU 6/12	PROPOSED THRU 7/12-6/13
REVENUES		
552 2003 TAX ALLOCATION BOND SERIES A Transfer from Fund 571	1,280,070	0
TOTAL	1,280,070	0
652 2003 TAX ALLOCATION BOND SERIES A Transfer from Fund 671	0	1,276,760
TOTAL	0	1,276,760
EXPENDITURES		
55218020 2003 TAX ALLOCATION BOND SERIES A Contractual Services	1,500	0
Trustee Fees	4,000	0
Bond Principal	545,000	0
Bond Interest	729,570	0
TOTAL	1,280,070	0
65218020 2003 TAX ALLOCATION BOND SERIES A Contractual Services	0	1,500
Trustee Fees	0	4,000
Bond Principal	0	560,000
Bond Interest	0	711,260
TOTAL	0	1,276,760

COMMUNITY DEVELOPMENT AGENCY

SOUTH MAIN

OBLIGATION

2003 TAX ALLOCATION REFUNDING BOND SERIES B - DEBT SERVICE FUND 658 *

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 defease 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 defease the 1993 Tax Allocation Refunding Bond Series D.

** Former fund 558, prior to the dissolution of the RDA in FY 2011-12.*

		PROJECTED THRU 6/12	PROPOSED THRU 7/12-6/13
REVENUES			
558	2003 TAX ALLOCATION REFUNDING BOND SERIES B Transfer from Fund 571	<u>2,896,250</u>	<u>0</u>
	TOTAL	<u><u>2,896,250</u></u>	<u><u>0</u></u>
658	2003 TAX ALLOCATION REFUNDING BOND SERIES B Transfer from Fund 671	<u>0</u>	<u>2,897,750</u>
	TOTAL	<u><u>0</u></u>	<u><u>2,897,750</u></u>
EXPENDITURES			
55818020	2003 TAX ALLOCATION REFUNDING BOND SERIES B		
	Contractual Services	1,500	0
	Trustee Fees	4,000	0
	Bond Principal	1,890,000	0
	Bond Interest	<u>1,000,750</u>	<u>0</u>
	TOTAL	<u><u>2,896,250</u></u>	<u><u>0</u></u>
65818020	2003 TAX ALLOCATION REFUNDING BOND SERIES B		
	Contractual Services	0	1,500
	Trustee Fees	0	2,500
	Bond Principal	0	1,990,000
	Bond Interest	<u>0</u>	<u>903,750</u>
	TOTAL	<u><u>0</u></u>	<u><u>2,897,750</u></u>

COMMUNITY DEVELOPMENT AGENCY

MERGED

OBLIGATION

2011 TAX ALLOCATION BOND SERIES A - DEBT SERVICE FUND 654 *

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.

** Former fund 554, prior to the dissolution of the RDA in FY 2011-12.*

		PROJECTED THRU 6/12	PROPOSED THRU 7/12-6/13
REVENUES			
554	2011 TAX ALLOCATION BOND SERIES A Transfer from Fund 571	<u>4,535,605</u>	<u>0</u>
	TOTAL	<u><u>4,535,605</u></u>	<u><u>0</u></u>
654	2011 TAX ALLOCATION BOND SERIES A Transfer from Fund 671	<u>0</u>	<u>4,219,850</u>
	TOTAL	<u><u>0</u></u>	<u><u>4,219,850</u></u>
EXPENDITURES			
55418020	2011 TAX ALLOCATION BOND SERIES A Contractual Services	3,000	0
	Trustee Fees	7,000	0
	Bond Interest	<u>4,525,605</u>	<u>0</u>
	TOTAL	<u><u>4,535,605</u></u>	<u><u>0</u></u>
65418020	2011 TAX ALLOCATION BOND SERIES A Contractual Services	0	3,000
	Trustee Fees	0	7,000
	Bond Interest	<u>0</u>	<u>4,209,850</u>
	TOTAL	<u><u>0</u></u>	<u><u>4,219,850</u></u>

COMMUNITY DEVELOPMENT AGENCY

MERGED

OBLIGATION

PROJECT: DOUBLETREE HOTEL OPA PAYMENTS 67118021 *

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.

** Former accounting unit 57118021, prior to the dissolution of the RDA in FY 2011-12.*

	PROJECTED THRU 6/12	PROPOSED THRU 7/12-6/13
REVENUES		
PROJECT: DOUBLETREE HOTEL OPA PAYMENTS		
Tax Increment	450,000	0
Property Tax (RPTTF)	0	450,000
TOTAL	450,000	450,000
 EXPENDITURES		
PROJECT: DOUBLETREE HOTEL OPA PAYMENTS		
Other Contractual Services	450,000	450,000
TOTAL	450,000	450,000

COMMUNITY DEVELOPMENT AGENCY

MERGED

OBLIGATION

PROJECT: SYCAMORE GARAGE 67018850 *

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.

** Former accounting unit 57018850, prior to the dissolution of the RDA in FY 2011-12.*

	PROJECTED THRU 6/12	PROPOSED THRU 7/12-6/13
REVENUES		
PROJECT: SYCAMORE GARAGE		
Tax Increment	180,000	0
Property Tax (RPTTF)	0	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) 67118021 *

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.

** Former accounting unit 57118021, prior to the dissolution of the RDA in FY 2011-12.*

	PROJECTED THRU 6/12	PROPOSED THRU 7/12-6/13
REVENUES		
PROJECT: JMB/SANTA ANA VENTURE		
Tax Increment	1,800,000	0
Property Tax (RPTTF)	0	2,500,000
TOTAL	1,800,000	2,500,000
 EXPENDITURES		
PROJECT: JMB/SANTA ANA VENTURE		
Interest-Santa Ana Venture	1,800,000	2,500,000
TOTAL	1,800,000	2,500,000

COMMUNITY DEVELOPMENT AGENCY

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SPECIAL REVENUE FUND SUMMARY

DEPARTMENT/ AGENCY	Actual FY 10-11	Adopted FY 11-12	Proposed FY 12-13	FY 11-12 Positions	FY 12-13 Positions	% of FY 12-13 Total	Increase (Decrease) Over Prior Year 11-12 to 12-13	
							in \$	in %
REVENUES								
20 Traffic Offender Program	381,428	403,800	111,500			0.4%	(292,300)	-72.4%
23 Inmate Welfare Fund	488,342	460,000	453,500			1.8%	(6,500)	-1.4%
24 Police Special Revenue Fund	687,682	273,725	735,300			2.9%	461,575	168.6%
26-Var Criminal Activities Fund	2,765,933	0	0			0.0%	0	n/a
29 Special Gas Tax Fund	9,192,690	9,665,315	9,298,465			37.2%	(366,850)	-3.8%
31-Var Air Quality Improvement Fund	505,819	416,150	416,150			1.7%	0	0.0%
74-Var Civic Center	4,156,254	3,338,580	3,222,080			12.9%	(116,500)	-3.5%
122-Fire Department Emergency Fund	18,330	231,930	0			0.0%	(231,930)	-100.0%
125-Var Urban Area Security Initiative Grant	9,454,192	9,257,092	10,735,240			43.0%	1,478,148	16.0%
146 Metro Medical Response Sys. Grant	50,449	0	0			0.0%	0	n/a
152-Public Library Grant	122,370	119,636	0			0.0%	(119,636)	-100.0%
169 FACT Program	767,514	239,698	0			0.0%	(239,698)	-100.0%
Revenue Grand Total	28,591,003	24,405,926	24,972,235			79.1%	566,309	2.3%
EXPENDITURES BY DEPARTMENT								
Public Works Agency								
29-013 Special Gas Tax Fund	21,527,754	9,665,315	9,298,465	0.00	0.00	100.0%	(366,850)	-3.8%
Total	21,527,754	9,665,315	9,298,465	0.00	0.00	29.5%	(366,850)	-3.8%
Fire Department								
12215330 Fire Dept. Emergency Fund	13,021	231,930	0	0.00	0.00	0.0%	(231,930)	-100.0%
146-Var Metro. Medical Response Sys. Grant	212,067	354,510	0	0.00	0.00	0.0%	(354,510)	-100.0%
Total	225,088	586,440	0	0.00	0.00	0.0%	(586,440)	-100.0%
Police Department								
02014405 OTS - Traffic Offender Program	245,570	803,800	471,500	1.50	1.00	2.5%	(332,300)	-41.3%
02314475 State Welfare Fund	430,414	760,000	813,500	1.70	1.70	4.3%	53,500	7.0%
02414-Var Police Special Revenues	815,557	740,060	737,500	0.00	0.00	3.9%	(2,560)	-0.3%
02614-Var Criminal Activities	1,279,335	5,076,845	5,200,000	4.00	1.00	27.2%	123,155	2.4%
07414400 Civic Center Security	1,044,375	1,152,110	1,176,230	8.00	8.00	6.1%	24,120	2.1%
12514-Var UASI Grant	10,618,965	9,257,092	10,735,240	7.25	4.75	56.1%	1,478,148	16.0%
Total	14,434,216	17,789,907	19,133,970	22.45	16.45	60.6%	1,344,063	7.6%
Parks, Recreation & Community Services								
07413-Var Civic Center (Maint./Capital)	2,919,249	2,186,470	2,045,850	4.00	3.00	100.0%	(140,620)	-6.4%
16913-Var FACT Program	321,325	239,698	0	0.00	0.00	0.0%	(239,698)	-100.0%
Total	3,240,574	2,426,168	2,045,850	4.00	3.00	6.5%	(380,318)	-15.7%
Planning & Building Agency								
03116510 Air Quality Improvement Fund	117,579	355,500	336,510	1.00	1.00	1.1%	(18,990)	-5.3%
Personnel Services Agency								
03109050 Air Quality Improvement Fund	275,188	328,615	309,340	2.05	1.75	1.0%	(19,275)	-5.9%
Library								
15211150 Public Library Grant	232,722	312,660	238,660	0.00	0.00	0.8%	(74,000)	-23.7%
Finance & Management Services - Fleet Services								
03110101 Air Quality Improvement Fund	0	200,000	200,000	0.00	0.00	0.6%	0	0.0%
Expenditure Grand Total	40,053,121	31,664,605	31,562,795	29.50	22.20	100.0%	(101,810)	-0.3%
SPECIAL REVENUE FUNDS PERSONNEL								
Number of Positions	30.40	29.50	22.20				(7.30)	-24.7%
as % of Total City Workforce	2.0%	2.0%	1.8%					

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		ACCOUNTING UNIT			
OTS - Traffic Offender Program		02014405			
Object Code	LINE ITEM RESOURCES	ACTUAL FY 09-10	ACTUAL FY 10-11	ADOPTED FY 11-12	PROPOSED FY 12-13
<u>REVENUES</u>					
50001	Balance from Prior Year	0	0	0	0
57490	Traffic Offender - Program Income	362,700	378,200	400,000	108,000
58000	Earnings on Investments	2,914	3,228	3,800	3,500
	TOTAL REVENUES	<u>365,614</u>	<u>381,428</u>	<u>403,800</u>	<u>111,500</u>
<u>EXPENDITURES</u>					
61000	Salaries & Wages-Regular	57,917	85,265	84,565	75,245
61040	Salaries & Wages-Overtime	221,968	50,806	260,000	150,000
61100	Retirement Plan	3,902	4,369	8,770	6,285
61120	Medicare Insurance	830	1,233	1,225	1,090
61130	Employees Insurance	6,309	15,236	11,160	11,610
61170	Retiree Health Insurance	925	812	845	750
61180	Compensation Insurance	602	894	880	785
	SUBTOTAL PERSONNEL	<u>292,453</u>	<u>158,615</u>	<u>367,445</u>	<u>245,765</u>
62010	Communications	4,669	11,187	0	0
62120	Training & Transportation	7,106	10,298	15,750	15,750
62300	Other Contractual Services	4,198	5,905	53,395	53,395
	SUBTOTAL CONTRACTUAL	<u>15,973</u>	<u>27,390</u>	<u>69,145</u>	<u>69,145</u>
63000	Office Supplies	3,069	0	0	0
63001	Misc Office Expenses	46,559	4,935	60,000	60,000
	SUBTOTAL COMMODITIES	<u>49,628</u>	<u>4,935</u>	<u>60,000</u>	<u>60,000</u>
65010	Rental City Equipment	34,585	46,045	46,045	0
65400	Indirect Operating Expenses	17,307	8,585	23,085	9,255
	SUBTOTAL FIXED CHARGES	<u>51,892</u>	<u>54,630</u>	<u>69,130</u>	<u>9,255</u>
66400	Machinery & Equipment	792	0	228,080	77,335
66510	Computer Software	10,753	0	10,000	10,000
	SUBTOTAL CAPITAL	<u>11,545</u>	<u>0</u>	<u>238,080</u>	<u>87,335</u>
	TOTAL EXPENDITURES	<u>421,491</u>	<u>245,570</u>	<u>803,800</u>	<u>471,500</u>
Class Code	AUTHORIZED PERSONNEL	ADOPTED FY 11-12		PROPOSED FY 12-13	
		Full Time	Part Time	Full Time	Part Time
1006	Senior Office Assistant	1.50		1.00	
	TOTAL	<u>1.50</u>	<u>0.00</u>	<u>1.00</u>	<u>0.00</u>

SPECIAL REVENUE FUNDS

POLICE DEPARTMENT Inmate Welfare Fund	PROGRAM 023-475
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Statement of Purpose

To account for activity in the Inmate Welfare Fund.

SERVICE PROGRAM

Inmate Welfare Fund (Fund '023-14-475)

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		ACCOUNTING UNIT			
Inmate Welfare Fund		02314475			
Object Code	LINE ITEM RESOURCES	ACTUAL FY 09-10	ACTUAL FY 10-11	ADOPTED FY 11-12	PROPOSED FY 12-13
<u>REVENUES</u>					
50001	Balance from Prior Year	0	0	0	0
57403	Inmate Recovery	449,420	485,779	450,000	450,000
58000	Earnings on Investments	2,904	2,563	10,000	3,500
	TOTAL REVENUES	<u>452,324</u>	<u>488,342</u>	<u>460,000</u>	<u>453,500</u>
<u>EXPENDITURES</u>					
61000	Salaries & Wages-Regular	119,898	147,581	151,905	192,645
61030	Salaries Part-time	31,438	30,766	33,815	34,990
61040	Salaries & Wages-Overtime	11,286	11,035	3,000	5,000
61100	Retirement Plan	8,127	10,446	18,675	16,480
61110	Part-time Retirement	970	767	880	1,750
61120	Medicare Insurance	2,183	2,577	2,695	3,300
61130	Employees Insurance	17,352	26,613	22,850	26,045
61170	Retiree Health Insurance	762	371	1,325	1,415
61180	Compensation Insurance	4,195	4,466	4,725	6,000
	SUBTOTAL PERSONNEL	<u>196,211</u>	<u>234,623</u>	<u>239,870</u>	<u>287,625</u>
62300	Contract Svcs - Professional	84,478	66,836	211,270	150,000
62600	Parking Validation	13,469	19,052	20,000	25,000
	SUBTOTAL CONTRACTUAL	<u>97,947</u>	<u>85,888</u>	<u>231,270</u>	<u>175,000</u>
63001	Misc Office Expenses	129,692	97,129	150,000	150,000
63200	Operating M&S Bldgs/Grounds	5,000	0	5,000	0
	SUBTOTAL COMMODITIES	<u>134,692</u>	<u>97,129</u>	<u>155,000</u>	<u>150,000</u>
65400	Indirect Operating Expenses	10,054	12,143	12,645	17,190
	SUBTOTAL FIXED CHARGES	<u>10,054</u>	<u>12,143</u>	<u>12,645</u>	<u>17,190</u>
66400	Machinery & Equipment	60,108	632	121,215	183,685
	SUBTOTAL CAPITAL	<u>60,108</u>	<u>632</u>	<u>121,215</u>	<u>183,685</u>
	TOTAL EXPENDITURES	<u>499,012</u>	<u>430,414</u>	<u>760,000</u>	<u>813,500</u>
Class Code	AUTHORIZED PERSONNEL	ADOPTED FY 11-12		PROPOSED FY 12-13	
		Full Time	Part Time	Full Time	Part Time
7629	Correctional Supervisor	1.10		1.10	
151	Principal Management Analyst	0.10		0.00	
	Police Administrative Manager	0.00		0.10	
1006	Senior Office Assistant	0.50		0.50	
	TOTAL	<u>1.70</u>	<u>0.00</u>	<u>1.70</u>	<u>0.00</u>

GENERAL FUDN SPECIAL REVENUE

POLICE DEPARTMENT
Police Special Revenue Fund

PROGRAM
024 - Various

Statement of Purpose

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

SERVICE PROGRAM

Police Special Revenue Fund - General (Fund '024-400)

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

K-9 Program (Fund '024-432)

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.

SPECIAL REVENUE FUNDS

POLICE DEPARTMENT		ACCOUNTING UNIT			
Police Special Revenue		024 Various			
Object Code	LINE ITEM RESOURCES	ACTUAL FY 09-10	ACTUAL FY 10-11	ADOPTED FY 11-12	PROPOSED FY 12-13
<u>REVENUES</u>					
57000	Expense Reimbursement	63,882	69,244	271,225	0
57081	Gifts & Donations	7,000	3,000	0	32,500
57400	Police OT Reimbursement	0	612,783	0	700,000
57081	Donations - Animal Outreach	2,559	2,598	2,500	2,500
58000	Earnings on Investments	315	56	0	300
59000	Transfer from Criminal Activities	179,841	0	0	0
TOTAL REVENUES		<u>253,597</u>	<u>687,682</u>	<u>273,725</u>	<u>735,300</u>
<u>EXPENDITURES</u>					
24-400	Police Special Revenue - General	1,742	806,042	735,000	735,000
24 432	K-9 Program	0	9,515	5,060	2,500
		<u>1,742</u>	<u>815,557</u>	<u>740,060</u>	<u>737,500</u>

POLICE DEPARTMENT		ACCOUNTING UNIT			
Police Special Revenue		02414400			
Object Code	LINE ITEM RESOURCES	ACTUAL FY 09-10	ACTUAL FY 10-11	ADOPTED FY 11-12	PROPOSED FY 12-13
61000	Salaries Regular	0	35,712	0	0
61040	Salaries Overtime	0	675,003	700,000	700,000
SUBTOTAL PERSONNEL		<u>0</u>	<u>710,715</u>	<u>700,000</u>	<u>700,000</u>
62300	Contract Svcs - Professional	0	22,638	25,000	25,000
SUBTOTAL CONTRACTUAL		<u>0</u>	<u>22,638</u>	<u>25,000</u>	<u>25,000</u>
63001	Misc Office Expenses	1,742	72,690	10,000	10,000
SUBTOTAL COMMODITIES		<u>1,742</u>	<u>72,690</u>	<u>10,000</u>	<u>10,000</u>
TOTAL EXPENDITURES		<u>1,742</u>	<u>806,042</u>	<u>735,000</u>	<u>735,000</u>

POLICE DEPARTMENT		ACCOUNTING UNIT			
K-9 Program		02414432			
Object Code	LINE ITEM RESOURCES	ACTUAL FY 09-10	ACTUAL FY 10-11	ADOPTED FY 11-12	PROPOSED FY 12-13
62300	Contract Svcs - Professional	0	8,440	2,500	2,500
SUBTOTAL CONTRACTUAL		<u>0</u>	<u>8,440</u>	<u>2,500</u>	<u>2,500</u>
63001	Misc Office Expenses	0	1,075	2,560	0
SUBTOTAL COMMODITIES		<u>0</u>	<u>1,075</u>	<u>2,560</u>	<u>0</u>
TOTAL EXPENDITURES		<u>0</u>	<u>9,515</u>	<u>5,060</u>	<u>2,500</u>

SPECIAL REVENUE FUNDS

POLICE DEPARTMENT
Criminal Activities - All Activities

PROGRAM
026 - Various

Statement of Purpose

To enhance the investigation, detection and prosecution of drug-related criminal activities.

These programs are funded by criminal assets which are seized under existing municipal, state and federal laws.

SERVICE PROGRAM

CRIMINAL ACTIVITIES - STATE (Fund '026-435)

This program is funded through asset seizures processed through the State of California and state laws.

CRIMINAL ACTIVITIES - GENERAL (Fund '026-445)

This program is funded through "pass-thru" asset seizures processed through active participation with other law enforcement agencies.

CRIMINAL ACTIVITIES - DEPT. OF JUSTICE (Fund '026-450)

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 '026-455)

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 '026-460)

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
RESOURCE SUMMARY**

POLICE DEPARTMENT		ACCOUNTING UNIT			
Criminal Activities - All		026 Various			
Object Code	LINE ITEM RESOURCES	ACTUAL FY 09-10	ACTUAL FY 10-11	ADOPTED FY 11-12	PROPOSED FY 12-13
<u>REVENUES</u>					
57000	Expense Reimbursement	163,258	19,625	0	0
57010	Miscellaneous Recoveries	98,691	36,273	0	0
57405	Evidence Recoveries/DOJ	1,520,545	1,833,687	0	0
57406	Evidence Recoveries/US Treasury	685,961	243,903	0	0
57407	Evidence Recoveries/State	157,001	32,970	0	0
57408	Evidence Recoveries/State - 15%	37,236	6,749	0	0
57409	Evidence Recoveries	54,005	5,273	0	0
57410	Evidence Recoveries/RNSP	333,700	547,406	0	0
58000	Earnings on Investments	21,948	40,048	0	0
TOTAL REVENUES		<u>3,072,345</u>	<u>2,765,933</u>	<u>0</u>	<u>0</u>
<u>EXPENDITURES</u>					
26-435	Criminal Activities - CA	191,449	32,269	395,675	0
26-445	Criminal Activities - General	150,011	271,509	0	0
26-450	Criminal Activities - DOJ	179,841	891,685	3,852,740	4,350,000
26-455	Criminal Activities - DOT	4,719	0	818,430	800,000
26-460	Criminal Activities - State 15%	145,271	83,873	10,000	50,000
TOTAL EXPENDITURES		<u>671,291</u>	<u>1,279,335</u>	<u>5,076,845</u>	<u>5,200,000</u>
Class Code	AUTHORIZED PERSONNEL	ADOPTED FY 11-12		ADOPTED FY 12-13	
		Full Time	Part Time	Full Time	Part Time
3350	Police Lieutenant	1.00		0.00	
3400	Police Sergeant	2.00		0.00	
3200	Police Officer - PAAL	1.00		1.00	
TOTAL		<u>4.00</u>		<u>1.00</u>	

SPECIAL REVENUE FUNDS

POLICE DEPARTMENT		ACCOUNTING UNIT			
Criminal Activity - General		02614445			
Object Code	LINE ITEM RESOURCES	ACTUAL FY 09-10	ACTUAL FY 10-11	ADOPTED FY 11-12	PROPOSED FY 12-13
61040	Salaries & Wages-Overtime	74,548	45,737	0	0
	SUBTOTAL PERSONNEL	<u>74,548</u>	<u>45,737</u>	<u>0</u>	<u>0</u>
62300	Contract Svcs - Professional	858	0	0	0
	SUBTOTAL CONTRACTUAL	<u>858</u>	<u>0</u>	<u>0</u>	<u>0</u>
65010	Equipment Rental, City	0	12,865	0	0
65050	Information System Strategic Plan	59,990	59,990	0	0
65400	Indirect Operating Expenses	4,615	2,917	0	0
	SUBTOTAL FIXED CHARGES	<u>64,605</u>	<u>75,772</u>	<u>0</u>	<u>0</u>
66400	Machinery & Equipment	10,000	0	0	0
	SUBTOTAL CAPITAL	<u>10,000</u>	<u>0</u>	<u>0</u>	<u>0</u>
69129	Special Enforcement Services	0	150,000	0	0
	SUBTOTAL MISCELLANEOUS	<u>0</u>	<u>150,000</u>	<u>0</u>	<u>0</u>
	TOTAL	<u><u>150,011</u></u>	<u><u>271,509</u></u>	<u><u>0</u></u>	<u><u>0</u></u>

POLICE DEPARTMENT		ACCOUNTING UNIT			
Criminal Activity - DOT		02614455			
Object Code	LINE ITEM RESOURCES	ACTUAL FY 09-10	ACTUAL FY 10-11	ADOPTED FY 11-12	PROPOSED FY 12-13
61040	Salaries & Wages-Overtime	0	0	818,430	800,000
	SUBTOTAL PERSONNEL	<u>0</u>	<u>0</u>	<u>818,430</u>	<u>800,000</u>
66400	Machinery & Equipment	4,719	0	0	0
	SUBTOTAL FIXED CHARGES	<u>4,719</u>	<u>0</u>	<u>0</u>	<u>0</u>
	TOTAL	<u><u>4,719</u></u>	<u><u>0</u></u>	<u><u>818,430</u></u>	<u><u>800,000</u></u>

SPECIAL REVENUE FUNDS

POLICE DEPARTMENT		ACCOUNTING UNIT			
Criminal Activity - CA		02614435			
Object Code	LINE ITEM RESOURCES	ACTUAL FY 09-10	ACTUAL FY 10-11	ADOPTED FY 11-12	PROPOSED FY 12-13
61000	Salaries & Wages-Regular	0	0	267,445	0
61030	Salaries Part-time	0	0	0	0
61040	Salaries & Wages-Overtime	176,683	32,129	0	0
61100	Retirement Plan	0	0	69,700	0
61120	Medicare Insurance	0	0	3,880	0
61130	Employees Insurance	0	0	30,715	0
61170	Retiree Health Insurance	0	0	2,005	0
61180	Compensation Insurance	0	0	21,930	0
	SUBTOTAL PERSONNEL	<u>176,683</u>	<u>32,129</u>	<u>395,675</u>	<u>0</u>
62300	Contract Svcs - Professional	3,829	0	0	0
	SUBTOTAL CONTRACTUAL	<u>3,829</u>	<u>0</u>	<u>0</u>	<u>0</u>
65400	Indirect Operating Expenses	10,937	140	0	0
	SUBTOTAL FIXED CHARGES	<u>10,937</u>	<u>140</u>	<u>0</u>	<u>0</u>
	TOTAL	<u><u>191,449</u></u>	<u><u>32,269</u></u>	<u><u>395,675</u></u>	<u><u>0</u></u>

Class Code	AUTHORIZED PERSONNEL	ADOPTED FY 11-12		PROPOSED FY 12-13	
		Full Time	Part Time	Full Time	Part Time
3350	Police Lieutenant	1.00		0.00	
3400	Police Sergeant	2.00		0.00	
	TOTAL	<u>3.00</u>		<u>0.00</u>	

SPECIAL REVENUE FUNDS

POLICE DEPARTMENT		ACCOUNTING UNIT			
Criminal Activity - DOJ		02614450			
Object Code	LINE ITEM RESOURCES	ACTUAL FY 09-10	ACTUAL FY 10-11	ADOPTED FY 11-12	PROPOSED FY 12-13
61000	Salaries & Wages-Regular	0	119,199	115,700	119,575
61030	Salaries Part-time	0	0	55,545	100,000
61040	Salaries & Wages-Overtime	0	496,331	1,681,570	2,050,000
61100	Retirement Plan	0	25,385	30,150	24,585
61110	Part-time Retirement	0	0	2,085	3,750
61120	Medicare Insurance	0	0	2,480	3,185
61130	Employees Insurance	0	15,084	15,355	17,560
61170	Retiree Health Insurance	0	0	870	895
61180	Compensation Insurance	0	9,838	11,130	11,755
	SUBTOTAL PERSONNEL	<u>0</u>	<u>665,838</u>	<u>1,914,885</u>	<u>2,331,305</u>
62300	Contract Svcs - Professional	0	51,906	150,000	500,000
	SUBTOTAL CONTRACTUAL	<u>0</u>	<u>51,906</u>	<u>150,000</u>	<u>500,000</u>
63001	Miscellaneous Office Expense	0	11,405	340,000	500,000
	SUBTOTAL CONTRACTUAL	<u>0</u>	<u>11,405</u>	<u>340,000</u>	<u>500,000</u>
65010	Equipment Rental, City	0	95,350	12,865	0
65050	Information system Strategic Plan	0	0	59,990	59,990
65400	Indirect Operating Expenses	0	8,761	75,000	75,000
	SUBTOTAL FIXED CHARGES	<u>0</u>	<u>104,111</u>	<u>147,855</u>	<u>134,990</u>
66400	Machinery & Equipment	0	58,426	500,000	83,705
66510	Software	0	0	800,000	800,000
	SUBTOTAL FIXED CHARGES	<u>0</u>	<u>58,426</u>	<u>1,300,000</u>	<u>883,705</u>
68000	Transfer to Fund 24	179,841	0	0	0
	SUBTOTAL MISCELLANEOUS	<u>179,841</u>	<u>0</u>	<u>0</u>	<u>0</u>
	TOTAL	<u><u>179,841</u></u>	<u><u>891,685</u></u>	<u><u>3,852,740</u></u>	<u><u>4,350,000</u></u>

Class Code	AUTHORIZED PERSONNEL	ADOPTED FY 11-12		PROPOSED FY 12-13	
		Full Time	Part Time	Full Time	Part Time
3200	Police Officer - PAAL	1.00		1.00	
	TOTAL	<u>1.00</u>		<u>1.00</u>	
		<u><u>1.00</u></u>		<u><u>1.00</u></u>	

SPECIAL REVENUE FUNDS

POLICE DEPARTMENT		ACCOUNTING UNIT			
Criminal Activity - CA 15% Set-aside		02614460			
Object Code	LINE ITEM RESOURCES	ACTUAL FY 09-10	ACTUAL FY 10-11	ADOPTED FY 11-12	PROPOSED FY 12-13
61000	Salaries & Wages-Regular	59,118	0	0	0
61030	Salaries Part-time	55,887	57,483	0	0
61040	Salaries & Wages-Overtime	0	0	0	0
61110	Part-time Retirement	1,733	2,156	0	0
61100	Retirement Plan	3,358		0	0
61120	Medicare Insurance	1,662	834	0	0
61130	Employees Insurance	14,253	0	0	0
61170	Retiree Health Insurance	401	0	0	0
61180	Compensation Insurance	2,015	1,701	0	0
	SUBTOTAL PERSONNEL	<u>138,426</u>	<u>62,173</u>	<u>0</u>	<u>0</u>
62300	Contract Services - Professional	(512)	70	10,000	30,000
	SUBTOTAL CONTRACTUAL	<u>(512)</u>	<u>70</u>	<u>10,000</u>	<u>30,000</u>
63001	Miscellaneous Office Expense	650	17,823	0	20,000
	SUBTOTAL COMMODITIES	<u>650</u>	<u>17,823</u>	<u>0</u>	<u>20,000</u>
65400	Indirect Operating Expenses	6,708	3,807	0	0
	SUBTOTAL FIXED CHARGES	<u>6,708</u>	<u>3,807</u>	<u>0</u>	<u>0</u>
	TOTAL	<u><u>145,271</u></u>	<u><u>83,873</u></u>	<u><u>10,000</u></u>	<u><u>50,000</u></u>

**SPECIAL REVENUE FUND
DEPARTMENT RESOURCE SUMMARY**

PUBLIC WORKS AGENCY

ACTIVITIES	ACTUAL FY 09-10	ACTUAL FY 10-11	ADOPTED FY 11-12	PROPOSED FY 12-13
REVENUES:				
52300 Highway Users Tax Allocation (2105)	1,995,840	1,924,851	1,886,249	1,729,190
52301 Highway Users Tax Allocation (2106)	1,249,929	1,205,093	1,189,899	1,161,358
52302 Highway Users Tax Allocation (2107)	2,657,435	2,571,874	2,510,203	2,481,626
52303 Highway Users Tax Allocation (2103) - Prop 42	0	3,387,162	3,963,964	3,883,291
56201 Traffic Signal Maintenance	0	4,760	0	0
56300 Engineering Cost Allocation	10,000	20,000	0	0
58000 Earnings on Investment	35,781	42,011	35,000	35,000
58002 Loss (Gain) Market Value on Investments	(83,226)	(98,397)	0	0
58004 Interest Earnings Bond Proceeds	346,958	136,077	80,000	8,000
58003 Investment Income - Trustee	742	(742)	0	0
59300 Gas Tax Bond Proceeds	0	0	0	0
	-----	-----	-----	-----
TOTAL	6,213,460	9,192,690	9,665,315	9,298,465
EXPENDITURES:				
02917019 Gas Tax Fund Interfund Transfer	18,019,480	15,277,646	2,498,875	2,047,085
02917020 2007 COP Bond Payment	3,082,781	4,190,531	4,238,000	4,225,985
02917620 Traffic Signal Maintenance	627,640	761,915	1,073,775	1,071,955
02917635 Median Landscaping	521,902	845,873	960,650	1,265,930
02917660 Roadway Maintenance	723,360	451,788	894,015	687,510
	-----	-----	-----	-----
TOTAL	22,975,163	21,527,754	9,665,315	9,298,465
	=====	=====	=====	=====
OPERATING EXPENSE	ACTUAL FY 09-10	ACTUAL FY 10-11	ADOPTED FY 11-12	PROPOSED FY 12-13
61000 Personnel	0	1,334	0	0
62000 Contractual	1,804,731	1,836,265	2,714,915	2,886,500
63000 Commodities	596	3,632	5,000	2,000
65000 Cross Charges	67,575	223,595	185,525	151,895
66000 Capital	0	0	23,000	0
67000 Debt Service	3,082,781	4,185,281	4,223,000	4,210,985
68000 Transfers Out	18,019,480	15,277,646	2,513,875	2,047,085
	-----	-----	-----	-----
TOTAL	22,975,163	21,527,754	9,665,315	9,298,465
	=====	=====	=====	=====

SPECIAL REVENUE FUNDS

Special Gas Tax Fund	PROGRAM	Fund 02917019		
<p>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.</p> <p>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.</p> <p>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.</p>				
	ACTUAL	ACTUAL	ADOPTED	PROPOSED
	FY 09-10	FY 10-11	FY 11-12	FY 12-13
EXPENDITURES				
02917019 INTERFUND TRANSFER				
68000-58 Transfer to Fund 058	17,690,877	14,947,621	0	0
68000-59 Transfer to Fund 059	318,603	330,025	2,489,875	2,047,085
68000-86 Transfer to Fund 086	10,000	0	0	0
TOTAL INTERFUND TRANSFERS	18,019,480	15,277,646	2,489,875	2,047,085

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 09-10	ACTUAL FY 10-11	ADOPTED FY 11-12	PROPOSED FY 12-13	
62401	Trustee Fee	0	5,250	15,000	15,000	
	SUBTOTAL CONTRACTUAL	----- 0	----- 5,250	----- 15,000	----- 15,000	
67300	Bond Principal	0	1,125,000	0	1,220,000	
67310	Bond Interest	3,082,781	3,060,281	4,223,000	2,990,985	
	SUBTOTAL DEBT SERVICE	----- 3,082,781	----- 4,185,281	----- 4,223,000	----- 4,210,985	
	TOTAL	----- 3,082,781	----- 4,190,531	----- 4,238,000	----- 4,225,985	

SPECIAL REVENUE FUND

PUBLIC WORKS AGENCY Traffic Signal Maintenance	ACCOUNTING UNIT 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 traffic information system.</i>				
Accomplishments in FY 10-11 & FY 11-12				
<u>FY 10-11</u> * Maintained and operated City's ATMS that includes: 2 traffic management centers (City Hall and Ross Annex), 292 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.				
<u>FY 11-12</u> * Maintained and operated City's ATMS that includes: 2 traffic management centers (City Hall and Ross Annex), 297 traffic signals, 5 fixed-time flashing beacons, 7 activated flashing crosswalk and flashing beacons, 69 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 12-13				
* 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 09-10	FY 10-11	FY 11-12	FY 12-13
Service Level				
# of traffic signals operated and maintained	285	292	297	301
# of traffic signals in city maintained by others	32	32	32	32
# of CCTV cameras operated and maintained	58	62	69	73
# of emergency vehicle preemptions maintained	130	135	135	140
# of changeable message signs maintained	10	0	0	0
# of activated flashing crosswalks/beacon maintained	7	7	7	7
# of street name signs replaced	10	4	20	30
# of fixed time flashing beacons maintained	5	5	5	5
# of interactive kiosks maintained	3	0	0	1
Efficiency				
Average annual maintenance cost in dollars per traffic signal (including energy cost)	3,100	3200	3,200	3,200

SPECIAL REVENUE FUND

PUBLIC WORKS AGENCY					FUND	029
Traffic Signal Maintenance					Department	17
					Program	620
Account Code	LINE ITEM RESOURCES	ACTUAL FY 09-10	ACTUAL FY 10-11	ADOPTED FY 11-12	PROPOSED FY 12-13	
62000	Utilities	171,090	172,016	170,000	195,000	
62010	Communications	0	0	13,500	13,500	
62300	Contract Services-Professional	31,416	25,044	78,000	78,000	
62321	M & R Improvements	365,024	458,250	710,000	710,000	
	SUBTOTAL CONTRACTUAL	567,530	655,310	971,500	996,500	
65010	Rental City Equipment	6,015	6,015	6,010	5,090	
65020	City Yard Rental	6,240	6,240	6,240	6,240	
65100	Insurance Charges	47,855	47,855	47,855	25,745	
65240	Public Works Admin Charge	0	46,495	42,170	38,380	
	SUBTOTAL CROSS CHARGES	60,110	106,605	102,275	75,455	
	TOTAL	627,640	761,915	1,073,775	1,071,955	

SPECIAL REVENUE FUND

PUBLIC WORKS AGENCY Median Landscaping		ACCOUNTING UNIT 02917635		
Statement of Purpose				
<p><i>Provide Santa Ana with quality landscaped medians.</i></p> <p>This program includes the design review, maintenance, and improvement of landscaped medians to improve traffic flow and enhance the City's beautification efforts.</p>				
Accomplishments in FY 10-11 & FY 11-12				
<p><u>FY 10-11</u></p> <ul style="list-style-type: none"> * 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. <p><u>FY 11-12</u></p> <ul style="list-style-type: none"> * Continued to identify electricity-and water-saving devices that maximized irrigation efficiency * Investigated and implemented water-and energy-saving technologies. 				
Action Plan for FY 12-13				
<ul style="list-style-type: none"> * 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 FY 09-10	Actual FY 10-11	Estimated FY 11-12	Objective FY 12-13
Service Level				
# of neighborhood monuments maintained	47	47	47	47
# of street medians maintained	28	28	28	28
# of arterial sidewalks maintained	13	13	13	13
# of water reservoir areas maintained	6	10	10	10
# of parking structures and lots maintained	1	1	1	1
# of miscellaneous areas maintained	27	31	31	31
# of annual color areas maintained	11	11	11	11
Efficiency				
Annual irrigation cost (\$)	399,189	339,226	381,645	380,000
Annual maintenance cost (\$)	661,583	766,383	800,000	800,000
Square footage of landscaping maintained	3,191,232	3,677,695	3,677,695	3,677,695
Irrigation costs per sq. ft. of landscaping (\$)	0.13	0.09	0.10	0.10
Maintenance costs per sq. ft. of landscaped area (\$)	0.21	0.21	0.22	0.22

SPECIAL REVENUE FUND

PUBLIC WORKS AGENCY					
Median Landscaping				FUND	029
				Department	17
				Program	635
Account Code	LINE ITEM RESOURCES	ACTUAL FY 09-10	ACTUAL FY 10-11	ADOPTED FY 11-12	PROPOSED FY 12-13
61040	Salaries Overtime	0	1,334	0	0
		-----	-----	-----	-----
	SUBTOTAL PERSONNEL	0	1,334	0	0
62000	Utilities	33,209	38,945	43,075	425,000
62320	M & R Buildings & Grounds	481,227	766,384	850,340	800,000
		-----	-----	-----	-----
	SUBTOTAL CONTRACTUAL	514,437	805,329	893,415	1,225,000
65040	Computer Services Charge	7,465	7,465	7,465	7,465
65240	Public Works Admin Charge	0	31,745	36,770	33,465
		-----	-----	-----	-----
	SUBTOTAL CROSS CHARGES	7,465	39,210	44,235	40,930
66220	Improvements Other Than Buildings	0	0	23,000	0
		-----	-----	-----	-----
	SUBTOTAL CAPITAL	0	0	23,000	0
	TOTAL	<u>521,902</u>	<u>845,873</u>	<u>960,650</u>	<u>1,265,930</u>

SPECIAL REVENUE FUND

PUBLIC WORKS AGENCY Roadway Maintenance	ACCOUNTING UNIT 02917660																																								
Statement of Purpose																																									
<i>Provide safe and well-maintained roadways and sidewalks through the use of state-of-the-art equipment and the latest maintenance techniques.</i>																																									
Accomplishments in FY 10-11 & FY 11-12																																									
<p><u>FY 10-11</u></p> <ul style="list-style-type: none"> * 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. <p><u>FY 11-12</u></p> <ul style="list-style-type: none"> * Ensured that all job work orders with various locations were completed prior to submitting any invoicing. This improved service by ensuring that all work assignments were completed in a timely manner and not deferred, as * Employed record tracking to identify areas prone for maintenance service and find more proactive/efficient repair solutions. * Continued preventive maintenance measures of crack-sealing major arterials, including Grand Avenue and Seventeenth Street. 																																									
Action Plan for FY 12-13																																									
<ul style="list-style-type: none"> * Work with sidewalk maintenance contractor on improving flow line grinding by researching more efficient equipment that will perform with greater efficiency and result in better work quality. * Utilize sidewalk grinding services more frequently as opposed to asphalt ramping which deteriorates over time. 																																									
PERFORMANCE MEASURES	<table border="1" style="width: 100%; border-collapse: collapse; text-align: center;"> <thead> <tr> <th style="width: 45%;"></th> <th style="width: 12.5%;">Actual</th> <th style="width: 12.5%;">Actual</th> <th style="width: 12.5%;">Estimated</th> <th style="width: 12.5%;">Objective</th> </tr> <tr> <th></th> <th>FY 09-10</th> <th>FY 10-11</th> <th>FY 11-12</th> <th>FY 12-13</th> </tr> </thead> <tbody> <tr> <td style="text-align: left;">Service Level</td> <td></td> <td></td> <td></td> <td></td> </tr> <tr> <td style="text-align: left;">Tons of asphalt concrete (AC) - street patching</td> <td>0</td> <td>0</td> <td>130</td> <td>0</td> </tr> <tr> <td style="text-align: left;">Tons of asphalt concrete (AC) - potholes</td> <td>750</td> <td>650</td> <td>675</td> <td>650</td> </tr> <tr> <td style="text-align: left;">Potholes filled (locations)</td> <td>25,000</td> <td>24,000</td> <td>25,000</td> <td>24,000</td> </tr> <tr> <td style="text-align: left;">Crack sealing used (linear feet)</td> <td>0</td> <td>0</td> <td>15,000</td> <td>30,000</td> </tr> <tr> <td style="text-align: left;">Sidewalk patching (sq. ft.)</td> <td>2,350</td> <td>2,500</td> <td>3,000</td> <td>3,000</td> </tr> </tbody> </table>		Actual	Actual	Estimated	Objective		FY 09-10	FY 10-11	FY 11-12	FY 12-13	Service Level					Tons of asphalt concrete (AC) - street patching	0	0	130	0	Tons of asphalt concrete (AC) - potholes	750	650	675	650	Potholes filled (locations)	25,000	24,000	25,000	24,000	Crack sealing used (linear feet)	0	0	15,000	30,000	Sidewalk patching (sq. ft.)	2,350	2,500	3,000	3,000
	Actual	Actual	Estimated	Objective																																					
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SPECIAL REVENUE FUND

PUBLIC WORKS AGENCY		FUND 029			
Roadway Maintenance		Department 17			
		Activity 660			
Account Code	LINE ITEM RESOURCES	ACTUAL FY 09-10	ACTUAL FY 10-11	ADOPTED FY 11-12	PROPOSED FY 12-13
62300	Contract Services - Professional	722,765	370,376	850,000	650,000
	SUBTOTAL CONTRACTUAL	----- 722,765	----- 370,376	----- 850,000	----- 650,000
63001	Miscellaneous Operating Expenses	596	3,632	5,000	2,000
	SUBTOTAL COMMODITIES	----- 596	----- 3,632	----- 5,000	----- 2,000
65240	Public Works Admin Charges	0	77,780	39,015	35,510
	SUBTOTAL CROSS CHARGES	----- 0	----- 77,780	----- 39,015	----- 35,510
	TOTAL	----- 723,360	----- 451,788	----- 894,015	----- 687,510

**SPECIAL REVENUE FUNDS
RESOURCE SUMMARY**

VARIOUS		ACCOUNTING UNIT			
Air Quality Improvement		031-VARIOUS			
Rev/AU Code	LINE ITEM RESOURCES	ACTUAL FY 09-10	ACTUAL FY 10-11	ADOPTED FY 11-12	PROPOSED FY 12-13
REVENUES					
50001	Prior Year Carry Forward	0	0	0	0
52350	AQMD AB 2766	294,559	501,895	414,000	414,000
57010	Miscellaneous Recoveries	2,585	2,152	1,850	1,850
58000	Earnings on Investments	3,159	1,772	300	300
	TOTAL REVENUES	----- 300,303 =====	----- 505,819 =====	----- 416,150 =====	----- 416,150 =====
EXPENDITURES					
03110101	Fleet Services	72,131	0	200,000	200,000
03109050	Personnel	241,396	275,188	328,615	309,340
03116510	Planning & Building	111,801	117,579	355,500	336,510
	TOTAL EXPENDITURES	----- 425,328 =====	----- 392,767 =====	----- 884,115 =====	----- 845,850 =====
Class Code	AUTHORIZED PERSONNEL	ADOPTED FY 11-12		APPROVED FY 12-13	
		Full Time	Part Time	Full Time	Part Time
1380	Executive Director, Personnel Services	0.05		0.00	
	Benefits Supervisor	0.00		0.25	
1540	Senior Personnel Analyst	0.25		0.00	
0770	Sr. Personnel Technician	0.50		0.50	
1006	Web Systems Technician	0.25		0.00	
7070	Personnel Services Specialist	1.00	1.00	1.00	0.00
2500	Planning Manager	0.10		0.15	
0810	Principal Planner	0.15		0.15	
2470	Senior Planner	0.25		0.00	
2450	Associate Planner	0.45		0.65	
7330	Senior Office Assistant	0.05		0.05	
	TOTAL	----- 3.05 =====	----- 1.00 =====	----- 2.75 =====	----- 0.00 =====

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 2011-2012				
<ul style="list-style-type: none"> * Prepared City's 2011 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 2012-2013				
<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 2012 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	Actual	Estimate	Objective
	FY 09-10	FY 10-11	FY 11-12	FY 12-13
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.	98%	99%	99%	99%
# of employees:				
attending TRP informational presentations (NEO)	113	144	125	100
receiving custom transit route planners/matchlists	215	215	229	170
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)	1.58	1.45	1.35	1.5

SPECIAL REVENUE FUNDS

PERSONNEL SERVICES		ACCOUNTING UNIT			
Air Quality Fund		03109050			
Account Code	LINE ITEM RESOURCES	ACTUAL FY 09-10	ACTUAL FY 10-11	ADOPTED FY 11-12	PROPOSED FY 12-13
61000	Salaries & Wages-Regular	86,587	133,523	139,185	141,445
61020	Salaries & Wages-Temporary	35,997	21,969	20,360	0
61030	Salaries & Wages-Overtime	0	0	1,000	1,000
61100	Retirement Plan	9,595	9,925	14,750	16,510
61110	Part-Time Retirement	178	38	765	765
61120	Medicare Insurance	1,756	2,163	2,240	2,275
61130	Employees Insurance	9,432	13,315	13,270	11,385
61170	Retiree Health Insurance	239	1,183	2,235	2,390
61180	Compensation Insurance	1,915	1,890	1,900	1,630
	SUBTOTAL PERSONNEL	<u>145,699</u>	<u>184,006</u>	<u>195,705</u>	<u>177,400</u>
62010	Communications	0	0	525	445
62120	Training & Transportation	303	0	3,425	3,425
62140	Other Agency Services	1,502	1,521	3,930	3,930
62200	Advertising	974	0	2,640	2,640
62300	Other Contract Services	6,856	4,401	0	0
62302	Other Personnel Services	-2,750	0	24,575	24,575
	SUBTOTAL CONTRACTUAL	<u>6,884</u>	<u>5,922</u>	<u>35,095</u>	<u>35,015</u>
63001	Other Material & Supplies	807	575	9,740	9,740
	SUBTOTAL COMMODITIES	<u>807</u>	<u>575</u>	<u>9,740</u>	<u>9,740</u>
65400	Indirect Operating Expenses	9,267	17,332	12,055	11,165
	SUBTOTAL FIXED CHARGES	<u>9,267</u>	<u>17,332</u>	<u>12,055</u>	<u>11,165</u>
69101	Bicycle Commute Incentive	5,285	4,290	5,000	5,000
69102	Bus Passes	12,055	4,065	12,000	12,000
69103	Car Pool Incentive	24,374	25,485	22,020	22,020
69104	Train Passes	30,740	26,430	30,000	30,000
69105	Walking Commute Incentive	4,660	5,040	5,000	5,000
69106	Incentive Drawings	1,624	2,044	2,000	2,000
69107	Emergency Return Trip	0	0	0	0
	SUBTOTAL MISCELLANEOUS	<u>78,738</u>	<u>67,354</u>	<u>76,020</u>	<u>76,020</u>
	TOTAL	<u>241,396</u>	<u>275,188</u>	<u>328,615</u>	<u>309,340</u>
Class Code	AUTHORIZED PERSONNEL	ADOPTED FY 11-12		PROPOSED FY 12-13	
		Full Time	Part Time	Full Time	Part Time
1380	Executive Director, Personnel Services	0.05		0.00	
	Benefits Supervisor	0.00		0.25	
1540	Senior Personnel Analyst	0.25		0.00	
0770	Sr. Personnel Technician	0.50		0.50	
1006	Web Systems Technician	0.25		0.00	
7070	Personnel Services Specialist	1.00	1.00	1.00	0.00
	TOTAL	<u>2.05</u>	<u>1.00</u>	<u>1.75</u>	<u>0.00</u>

SPECIAL REVENUE FUNDS

FLEET SERVICES		ACCOUNTING UNIT			
Air Quality Fund		03110101			
Account Code	LINE ITEM RESOURCES	ACTUAL FY 09-10	ACTUAL FY 10-11	ADOPTED FY 11-12	PROPOSED FY 12-13
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	72,131	0	200,000	200,000
	SUBTOTAL CAPITAL	<u>72,131</u>	<u>0</u>	<u>200,000</u>	<u>200,000</u>
	TOTAL	<u><u>72,131</u></u>	<u><u>0</u></u>	<u><u>200,000</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			
Account Code	LINE ITEM RESOURCES	ACTUAL FY 09-10	ACTUAL FY10-11	ADOPTED FY 11-12	PROPOSED FY 12-13
61000	Salaries & Wages-Regular	96,844	92,468	116,600	106,825
61100	Retirement Plan	2,750	5,121	12,375	9,840
61120	Medicare Insurance	507	960	1,385	1,245
61130	Employees Insurance	4,342	12,431	17,110	12,430
61170	Retiree Medical Insurance	0	1,149	1,445	615
61180	Compensation Insurance	733	1,690	1,935	1,985
	SUBTOTAL PERSONNEL	105,176	113,819	150,850	132,940
62140	Other Agency Services	0	0	0	0
62300	Other Contractual Services	0	0	200,000	200,000
	SUBTOTAL CONTRACTUAL	0	0	200,000	200,000
65050	Info. Svcs. Strategic Plan Charges	0	0	0	0
65400	Indirect Operating Expenses	6,625	3,760	4,650	3,570
	SUBTOTAL FIXED CHARGES	6,625	3,760	4,650	3,570
	TOTAL	111,801	117,579	355,500	336,510
Class Code	AUTHORIZED PERSONNEL	ADOPTED FY 11-12		PROPOSED FY 12-13	
		Full Time	Part Time	Full Time	Part Time
250	Planning Manager	0.10		0.15	
810	Principal Planner	0.15		0.15	
247	Senior Planner	0.25		0.00	
245	Associate Planner	0.45		0.65	
245	Senior Office Assistant	0.05		0.05	
		-----	-----	-----	-----
		1.00	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 09-10	ACTUAL FY 10-11	ADOPTED FY 11-12	PROPOSED FY 12-13
REVENUES					
53322	Civic Center Project Charges	451,216	951,572	68,450	68,450
53323	Civic Center Maintenance Charges	1,361,691	1,630,307	1,518,020	1,377,400
53324	Civic Center Police Security	963,912	1,044,375	1,152,110	1,176,230
57000	Expense Reimbursement	1,205,122	0	0	0
59000	11 Transfer From General Fund	522,785	530,000	600,000	600,000
	TOTAL REVENUES	4,504,725	4,156,254	3,338,580	3,222,080
EXPENDITURES					
07413015	Civic Center Maintenance - Non-Dept	522,785	530,000	600,000	600,000
07413250	Civic Center Maintenance	1,433,508	1,428,579	1,518,020	1,377,400
07413260	Civic Center Capital Projects	1,606,873	960,670	68,450	68,450
07413400	Civic Center Security	1,025,910	1,044,375	1,152,110	1,176,230
	TOTAL EXPENDITURES	4,589,076	3,963,624	3,338,580	3,222,080
Class Code	AUTHORIZED PERSONNEL	ADOPTED FY 11-12		PROPOSED FY 12-13	
		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		0.00	
3200	Police Officer	8.00		8.00	
9260	Senior Maintenance Worker		0.00		1.00
9300	Park Maintenance Assistant		5.00		5.00
	TOTAL	12.00	5.00	11.00	6.00

SPECIAL REVENUE FUNDS

PARKS, RECREATION & COMMUNITY SERVICES		ACCOUNT UNIT			
Civic Center Maintenance - Non-Departmental		07413015			
Object Code	LINE ITEM RESOURCES	ACTUAL FY 09-10	ACTUAL FY 10-11	ADOPTED FY 11-12	PROPOSED FY 12-13
69135	Payment to Subagent*	522,785	530,000	600,000	600,000
		-----	-----	-----	-----
	SUBTOTAL CAPITAL	522,785	530,000	600,000	600,000
	TOTAL	522,785	530,000	600,000	600,000
		=====	=====	=====	=====
	* Payment is the City's contribution to the Civic Center Authority				

SPECIAL REVENUE FUNDS

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 10-11 & FY 11-12				
<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 used in the Civic Center’s new Cacti-Succulent Demonstration Garden located on the Plaza of the Fountains. * 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 – Completed RFP and new fountain maintenance contractor to maintain fountains in the Civic Center. * Pavement Cleaning Agreement – Renewed the annual agreement to regularly pressure wash pedestrian areas in the Civic Center. 				
Action Plan for FY 2012-13				
<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). * Continue landscape maintenance, pavement cleaning and fountain maintenance services and provide quality inspection services to ensure a well maintained Civic Center. 				
PERFORMANCE MEASURES	Actual	Actual	Estimated	Objective
	FY 09-10	FY 10-11	FY 11-12	FY 12-13
Service Level				
# of acres maintained	97	N/A	N/A	N/A
FY 10-11, FY 11-12 and FY 12-13 Stats Below				
# of days providing landscape-grounds maintenance		365	365	365
# of days providing custodial maintenance		365	365	365
One-half of Civic Center Trees pruned		512	512	512

SPECIAL REVENUE FUNDS

PARKS, RECREATION & COMMUNITY SERVICES		ACCOUNT UNIT			
Civic Center Maintenance		07413250			
Object Code	LINE ITEM RESOURCES	ACTUAL FY 09-10	ACTUAL FY 10-11	ADOPTED FY 11-12	PROPOSED FY 12-13
61000	Salaries Regular	250,441	322,442	315,550	246,365
61020	Salaries Part-Time	44,663	87,675	91,280	94,020
61040	Salaries Overtime	6,787	4,565	0	0
61100	Retirement-Employer Contribution	17,096	15,295	32,730	20,570
61110	Part-Time Retirement	896	3,288	3,425	3,525
61120	Medicare Insurance	3,167	3,757	2,600	2,640
61130	Health Insurance	44,520	58,227	66,415	51,430
61170	Retiree Health Benefits	5,103	2,927	3,155	2,465
61180	Worker Compensation Insurance	32,246	48,339	46,825	37,715
	SUBTOTAL PERSONNEL	404,918	546,515	561,980	458,730
62000	Utilities	322,538	287,677	257,000	257,000
62010	Communications	939	794	1,155	1,155
62300	Contractual Services-Professional	597,032	12,567	0	0
62320	M & R Bldgs & Ground	0	422,334	518,755	498,755
	SUBTOTAL CONTRACTUAL	920,509	723,373	776,910	756,910
63001	Misc. Operating Expenses	16,793	32	0	0
63200	OP M&S Buildings & Grounds	16	21,482	35,970	55,970
	SUBTOTAL COMMODITIES	16,809	21,515	35,970	55,970
65010	Rental City Equipment	8,280	36,340	56,590	29,075
65100	Insurance Charges	60,235	60,235	60,235	52,480
65400	Indirect Costs	22,756	40,601	26,335	24,235
	SUBTOTAL FIXED CHARGES	91,271	137,176	143,160	105,790
	TOTAL	1,433,508	1,428,579	1,518,020	1,377,400
Class Code	AUTHORIZED PERSONNEL	ADOPTED FY 11-12		PROPOSED FY 12-13	
		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		0.00	
0280	Assistant Park Landscape Planner	1.00		1.00	
9260	Senior Maintenance Worker		0.00		1.00
9300	Park Maintenance Asst.		5.00		5.00
	TOTAL	4.00	5.00	3.00	6.00

SPECIAL REVENUE FUNDS

PARKS, RECREATION & COMMUNITY SERVICES		ACCOUNT UNIT			
Civic Center Capital Projects		07413260			
Object Code	LINE ITEM RESOURCES	ACTUAL FY 09-10	ACTUAL FY 10-11	ADOPTED FY 11-12	PROPOSED FY 12-13
63001	Misc. Operating Expenses	36	0	0	0
65205	Internal Depts. Personnel Charge	0	3,129	0	0
66220	Improvements Other Than Building	1,606,838	957,542	68,450	68,450
	SUBTOTAL CAPITAL	<u>1,606,873</u>	<u>960,670</u>	<u>68,450</u>	<u>68,450</u>
	TOTAL	<u><u>1,606,873</u></u>	<u><u>960,670</u></u>	<u><u>68,450</u></u>	<u><u>68,450</u></u>
	<u>New Projects for FY 2012-13</u> Feeding Area Improvements				<u>68,450</u> <u>68,450</u>

SPECIAL REVENUE FUNDS

POLICE DEPARTMENT
Civic Center Security

PROGRAM
074-400

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 FUND

POLICE DEPARTMENT		ACCOUNTING UNIT			
Civic Center Security		07414400			
Object Code	LINE ITEM RESOURCES	ACTUAL FY 09-10	ACTUAL FY 10-11	ADOPTED FY 11-12	PROPOSED FY 12-13
61000	Salaries & Wages-Regular	666,802	686,462	730,580	755,285
61040	Salaries & Wages-Overtime	14,249	3,844	0	0
61100	Retirement Plan	137,826	143,894	190,510	155,285
61120	Medicare Insurance	9,517	9,830	10,600	10,950
61130	Employees Insurance	90,405	92,569	106,040	131,300
61170	Retiree Health Insurance	4,849	0	5,480	5,660
61180	Compensation Insurance	61,447	64,677	59,950	61,935
	SUBTOTAL PERSONNEL	<u>985,095</u>	<u>1,001,276</u>	<u>1,103,160</u>	<u>1,120,415</u>
65400	Indirect Operating Expenses	40,815	43,099	48,950	55,815
	SUBTOTAL FIXED CHARGES	<u>40,815</u>	<u>43,099</u>	<u>48,950</u>	<u>55,815</u>
	TOTAL EXPENDITURES	<u><u>1,025,910</u></u>	<u><u>1,044,375</u></u>	<u><u>1,152,110</u></u>	<u><u>1,176,230</u></u>

SPECIAL REVENUE FUND

FIRE DEPARTMENT
Emergency Fund

PROGRAM
12215330

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		ACCOUNTING UNIT			
Emergency Fund		12215015/12215330			
Object Code	LINE ITEM RESOURCES	ACTUAL FY 09-10	ACTUAL FY 10-11	ADOPTED FY 11-12	PROPOSED FY 12-13
REVENUES					
52000	Federal Grant-Direct	2,473,184	630	0	0
52001	Federal Grant-Indirect	68,120	0	0	0
52025	State Grant-Direct	45,578	17,700	0	0
58000	Earning on Investments	176	0	231,930	0
		<u>2,587,058</u>	<u>18,330</u>	<u>231,930</u>	<u>0</u>
EXPENDITURES					
61000	Salaries Regular	36,756	4,130	75,000	0
61040	Salaries Overtime	59,041	6,383	100,000	0
61100	Retirement-Employer Contrib	763	0	42,870	0
61120	Medicare Insurance	0	0	1,085	0
61180	Worker Compensation Insurance	0	0	7,260	0
	SUBTOTAL PERSONNEL	96,560	10,512	226,215	0
62300	Contract Services - Professional	0	706	0	0
	SUBTOTAL CONTRACTUAL	0	706	0	0
65400	Indirect Costs	9,490	1,803	5,715	0
	SUBTOTAL FIXED CHARGES	9,490	1,803	5,715	0
69135	Payment to Subagent	2,472,197	0	0	0
	SUBTOTAL MISCELLANEOUS	2,472,197	0	0	0
	TOTAL	<u>2,578,248</u>	<u>13,021</u>	<u>231,930</u>	<u>0</u>
Note: Fire Services outsourced to Orange County Fire Authority effective 4/20/2012					
Class Code	AUTHORIZED PERSONNEL	ADOPTED FY 11-12		PROPOSED FY 12-13	
		Full Time	Part Time	Full Time	Part Time

SPECIAL REVENUE FUNDS

POLICE DEPARTMENT	PROGRAM
Homeland Security Grants	FUND 125
Statement of Purpose	
<i>To administer the Homeland Security Grants Program by providing logistics, project coordination, and financial oversight for the Anaheim/Santa Ana Urban Area.</i>	
Service Program	
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 equip, provide regional training, conduct mulit-agency exercises, and pay for management and administrative costs. All funds are disbursed either through reimbursement or through cash advance from Cal-EMA.	
Accomplishments in FY 2011-2012	
FY07 Public Safety Interoperable Communications (PSIC) Grant Program * Closed out \$12,944,944 Award & Finished Monitoring Sub-Recipients FY09 Urban Areas Security Initiative (UASI) Grant Program: * Completed Continuity of Operation Plans (COOP), Training, & Exercises for 22 Orange County Cities * Purchased & Installed Orange County Mutual Aid Repeaters & UHF Medical Base Stations * Purchased & Installed Southcoast Plaza Bi-Directional Amplifier * Purchased & Distributed Fit Test Machines for PPE Masks * Funded Orange County Intelligence Assessment Center (OCIAC) Activities, to include: Analyst Salaries and Terrorism Liasion Officer Training Program FY10 Urban Areas Security Initiative (UASI) Grant Program * Funded Regional Homeland Security Training & Exercise Program * Funded ReadyOC Campaign	
Action Plan for FY2012-2013	
FY11 Urban Areas Security Initiative (UASI) Grant Program * Fund (9) Water Distribution Trailers * Fund "If You See Something, Say Something" & ReadyOC Campaign * Fund OC-MEDS Patient Tracking System Tablets * Fund Orange County Intelligence Assessment Center (OCIAC) Activities, to include: Analyst Salaries and Terrorism Liasion Officer Training Program	

**SPECIAL REVENUE FUNDS
DEPARTMENT RESOURCE SUMMARY**

POLICE DEPARTMENT Homeland Security Grants		FUND 125			
ACTIVITIES	ACTUAL FY 09-10	ACTUAL FY 10-11	ADOPTED FY 11-12	PROPOSED FY 12-13	
REVENUES					
12514002 Federal Grants - Indirect	10,407,026	9,454,192	9,257,092	10,735,240	
TOTAL REVENUES	<u>10,407,026</u>	<u>9,454,192</u>	<u>9,257,092</u>	<u>10,735,240</u>	
EXPENDITURES					
12514404 ANAHEIM 06UASI GRANT COSA	(5,858)	0	0	0	
12514486 CALEMA 07UASI GRANT COSA	1,657,977	0	0	0	
12514400 CALEMA 07UASI GRANT SUBR	3,883,622	0	0	0	
12514487 CALEMA PSIC GRANT COSA	34,803	58,517	0	0	
12514485 CALEMA PSIC GRANT SUBR	6,297,715	4,187,381	0	0	
12514488 CALEMA IECGP GRANT	881,679	3,008,102	0	869,245	
12514489 CALEMA 08 HSGP COPLINK COSA	61,268	7,389	0	0	
12514490 ANAHEIM 08UASI GRANT COSA	614,516	867,534	0	0	
12514407 CALEMA UASI GRANT COSA	82,942	1,649,879	3,506,848	3,242,700	
12514408 CALEMA UASI GRANT SUBR	58,511	840,163	2,328,400	4,178,440	
12514491 ANAHEIM 10UASI GRANT COSA	0	0	3,421,844	2,444,855	
TOTAL EXPENDITURES	<u>13,567,175</u>	<u>10,618,965</u>	<u>9,257,092</u>	<u>10,735,240</u>	
OPERATING EXPENSE	ACTUAL FY 09-10	ACTUAL FY 10-11	ADOPTED FY 11-12	PROPOSED FY 12-13	
61000 Personnel	1,065,645	1,158,549	2,502,907	2,246,760	
62000 Contractual	1,498,123	4,345,128	2,023,594	3,409,440	
63000 Commodities	78,729	42,397	142,191	900,600	
66000 Capital	653,925	45,346	2,260,000	0	
69000 Miscellaneous	10,270,754	5,027,544	2,328,400	4,178,440	
TOTAL	<u>13,567,176</u>	<u>10,618,964</u>	<u>9,257,092</u>	<u>10,735,240</u>	
Class Code	AUTHORIZED PERSONNEL	ADOPTED FY 11-12		PROPOSED FY 12-13	
		Full Time	Part Time	Full Time	Part Time
3350	Police Lieutenant	0.25		0.25	
0151	Principal Management Analyst	1.00		0.00	
3400	Police Sergeant	2.00		2.00	
3200	Police Officer	2.50		2.50	
3080	Fire Captain	0.50		0.00	
1200	Management Analyst	1.00		0.00	
2794	Dare Officer		1.00		1.00
9770	Administrative Aide		1.00		0.00
TOTAL		<u>7.25</u>	<u>2.00</u>	<u>4.75</u>	<u>1.00</u>

SPECIAL REVENUE FUNDS

POLICE DEPARTMENT		ACCOUNTING UNIT			
UASI - Urban Areas Security Initiative Grant 2006		12514404			
Object Code	LINE ITEM RESOURCES	ACTUAL FY 09-10	ACTUAL FY 10-11	ADOPTED FY 11-12	PROPOSED FY 12-13
63000	Office Supplies				
63001	Operating Materials & Supplies	(31)			
	SUBTOTAL COMMODITIES	<u>(31)</u>	<u>0</u>	<u>0</u>	<u>0</u>
66400	Machinery & Equipment	(5,827)			
66510	Computer Software				
	SUBTOTAL CAPITAL	<u>(5,827)</u>	<u>0</u>	<u>0</u>	<u>0</u>
	TOTAL EXPENDITURES	<u><u>(5,858)</u></u>	<u><u>0</u></u>	<u><u>0</u></u>	<u><u>0</u></u>

SPECIAL REVENUE FUNDS

POLICE DEPARTMENT		ACCOUNTING UNIT			
UASI - Urban Areas Security Initiative Grant 2007		12514486 & 12514400			
Object Code	LINE ITEM RESOURCES	ACTUAL FY 09-10	ACTUAL FY 10-11	ADOPTED FY 11-12	PROPOSED FY 12-13
61000	Salaries & Wages-Regular	172,056	0	0	0
61020	Salaries & Wages-Temporary	3,088	0	0	0
61040	Salaries & Wages-Overtime	77,038	0	0	0
61100	Retirement Plan	37,106	0	0	0
61120	Medicare Insurance	2,584	0	0	0
61130	Employees Insurance	20,022	0	0	0
61170	Retiree Health Insurance	885	0	0	0
61180	Compensation Insurance	20,879	0	0	0
	SUBTOTAL PERSONNEL	<u>333,658</u>	<u>0</u>	<u>0</u>	<u>0</u>
62120	Training & Transportation	69,261	0	0	0
62300	Other Contractual Services	499,202	0	0	0
	SUBTOTAL CONTRACTUAL	<u>568,463</u>	<u>0</u>	<u>0</u>	<u>0</u>
63000	Office Supplies	0	0	0	0
63001	Operating Materials & Supplies	65,198	0	0	0
	SUBTOTAL COMMODITIES	<u>65,198</u>	<u>0</u>	<u>0</u>	<u>0</u>
66400	Machinery & Equipment	659,752	0	0	0
	SUBTOTAL CAPITAL	<u>659,752</u>	<u>0</u>	<u>0</u>	<u>0</u>
69140	Payments to Districts	3,914,528	0	0	0
	SUBTOTAL MISCELLANEOUS	<u>3,914,528</u>	<u>0</u>	<u>0</u>	<u>0</u>
	TOTAL EXPENDITURES	<u><u>5,541,599</u></u>	<u><u>0</u></u>	<u><u>0</u></u>	<u><u>0</u></u>

SPECIAL REVENUE FUNDS

POLICE DEPARTMENT		ACCOUNTING UNIT			
PSIC - Public Safety Interoperable Communications Grant		12514487 & 12514485			
Object Code	LINE ITEM RESOURCES	ACTUAL FY 09-10	ACTUAL FY 10-11	ADOPTED FY 11-12	PROPOSED FY 12-13
61000	Salaries & Wages-Regular	25,273	29,749	0	0
61020	Salaries & Wages-Temporary	94	0	0	0
61040	Salaries & Wages-Overtime	738	6,434	0	0
61100	Retirement Plan	3,424	4,819	0	0
61120	Medicare Insurance	403	480	0	0
61130	Employees Insurance	2,665	3,448	0	0
61170	Retiree Health Insurance	233	52	0	0
61180	Compensation Insurance	1,263	1,962	0	0
	SUBTOTAL PERSONNEL	<u>34,093</u>	<u>46,944</u>	<u>0</u>	<u>0</u>
62120	Training & Transportation	0	0	0	0
62300	Contract Services - Professional	0	0	0	0
	SUBTOTAL CONTRACTUAL	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>
63001	Operating Materials & Supplies	710	11,573	0	0
	SUBTOTAL COMMODITIES	<u>710</u>	<u>11,573</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>
69140	Payment to Districts	<u>6,297,715</u>	<u>4,187,381</u>	<u>0</u>	<u>0</u>
	SUBTOTAL MISCELLANEOUS	<u>6,297,715</u>	<u>4,187,381</u>	<u>0</u>	<u>0</u>
	TOTAL EXPENDITURES	<u><u>6,332,518</u></u>	<u><u>4,245,898</u></u>	<u><u>0</u></u>	<u><u>0</u></u>

SPECIAL REVENUE FUNDS

POLICE DEPARTMENT		ACCOUNTING UNIT			
IECGP - Interoperable Emergency Communications Grant Program		12514488			
Object Code	LINE ITEM RESOURCES	ACTUAL FY 09-10	ACTUAL FY 10-11	ADOPTED FY 11-12	PROPOSED FY 12-13
61000	Salaries & Wages-Regular	10,483	31,704	0	0
61040	Salaries & Wages-Overtime	2,836	5,559	0	0
61100	Retirement Plan	1,528	3,952	0	0
61120	Medicare Insurance	169	472	0	0
61130	Employees Insurance	1,115	3,395	0	0
61170	Retiree Health Insurance	0	360	0	0
61180	Compensation Insurance	597	1,432	0	0
	SUBTOTAL PERSONNEL	<u>16,728</u>	<u>46,874</u>	<u>0</u>	<u>0</u>
62120	Training & Transportation	0	1,600	0	0
62300	Contract Services - Professional	863,846	2,952,001	0	868,645
62302	Contract Services - Personnel	0	0	0	0
	SUBTOTAL CONTRACTUAL	<u>863,846</u>	<u>2,953,601</u>	<u>0</u>	<u>868,645</u>
63001	Operating Materials & Supplies	1,105	7,626	0	600
	SUBTOTAL COMMODITIES	<u>1,105</u>	<u>7,626</u>	<u>0</u>	<u>600</u>
	TOTAL EXPENDITURES	<u><u>881,679</u></u>	<u><u>3,008,101</u></u>	<u><u>0</u></u>	<u><u>869,245</u></u>

SPECIAL REVENUE FUNDS

POLICE DEPARTMENT		ACCOUNTING UNIT			
HSGP - Homeland Security Grant Program (Coplink)		12514489			
Object Code	LINE ITEM RESOURCES	ACTUAL FY 09-10	ACTUAL FY 10-11	ADOPTED FY 11-12	PROPOSED FY 12-13
<u>EXPENDITURES</u>					
61000	Salaries & Wages-Regular	48,494	5,847	0	0
61020	Salaries & Wages-Temporary	32	0	0	0
61100	Retirement Plan	5,116	736	0	0
61110	Part-Time Retirement	1	0	0	0
61120	Medicare Insurance	193	43	0	0
61130	Employees Insurance	4,189	490	0	0
61170	Retiree Health Insurance	1,774	0	0	0
61180	Compensation Insurance	1,468	273	0	0
	SUBTOTAL PERSONNEL	<u>61,268</u>	<u>7,389</u>	<u>0</u>	<u>0</u>
	TOTAL EXPENDITURES	<u><u>61,268</u></u>	<u><u>7,389</u></u>	<u><u>0</u></u>	<u><u>0</u></u>

SPECIAL REVENUE FUNDS

POLICE DEPARTMENT		ACCOUNTING UNIT			
UASI - Urban Areas Security Initiative Grant 2008		12514490			
Object Code	LINE ITEM RESOURCES	ACTUAL FY 09-10	ACTUAL FY 10-11	ADOPTED FY 11-12	PROPOSED FY 12-13
61000	Salaries & Wages-Regular	344,558	281,983	0	0
61020	Salaries & Wages-Temporary	7,443	0	0	0
61040	Salaries & Wages-Overtime	67,949	97,364	0	0
61100	Retirement Plan	59,600	50,849	0	0
61110	Part-Time Retirement	10	0	0	0
61120	Medicare Insurance	4,904	3,709	0	0
61130	Employees Insurance	38,078	31,892	0	0
61170	Retiree Health Insurance	2,862	692	0	0
61180	Compensation Insurance	24,204	21,254	0	0
	SUBTOTAL PERSONNEL	549,608	487,742	0	0
62010	Communications	2,038			
62120	Training & Transportation	16,072	104,447	0	0
62300	Other Contractual Services	46,344	247,519	0	0
	SUBTOTAL CONTRACTUAL	64,454	351,966	0	0
63000	Office Supplies	24	0	0	0
63001	Operating Materials & Supplies	430	18,366	0	0
	SUBTOTAL COMMODITIES	454	18,366	0	0
66400	Machinery & Equipment	0	9,459	0	0
	SUBTOTAL CAPITAL	0	9,459	0	0
	TOTAL EXPENDITURES	614,516	867,533	0	0

SPECIAL REVENUE FUNDS

POLICE DEPARTMENT		ACCOUNTING UNIT			
UASI - Urban Areas Security Initiative Grant 2009 & 2011		12514407 & 12514408			
Object Code	LINE ITEM RESOURCES	ACTUAL FY 09-10	ACTUAL FY 10-11	ADOPTED FY 11-12	PROPOSED FY 12-13
61000	Salaries & Wages-Regular	48,750	311,113	705,497	500,000
61020	Salaries & Wages-Temporary	0	8,001	10,000	7,000
61040	Salaries & Wages-Overtime	2,537	139,220	30,000	75,000
61100	Retirement Plan	9,081	53,152	169,876	120,000
61120	Medicare Insurance	759	4,250	9,304	7,200
61130	Employees Insurance	5,402	31,738	81,659	60,000
61170	Retiree Health Insurance	0	249	6,837	4,500
61180	Compensation Insurance	3,761	21,877	53,675	37,000
	SUBTOTAL PERSONNEL	70,290	569,600	1,066,848	810,700
62010	Communications	1,246	2,960	5,000	30,000
62120	Training & Transportation	114	74,744	50,000	100,000
62300	Other Contractual Services	0	961,857	1,000,000	2,100,000
62600	Parking Validations	0	0	0	2,000
	SUBTOTAL CONTRACTUAL	1,360	1,039,561	1,055,000	2,232,000
63001	Operating Materials & Supplies	11,293	4,832	125,000	200,000
	SUBTOTAL COMMODITIES	11,293	4,832	125,000	200,000
66400	Machinery & Equipment	0	35,887	1,260,000	0
	SUBTOTAL CAPITAL	0	35,887	1,260,000	0
69140	Payments to Districts	58,511	840,163	2,328,400	4,178,440
	SUBTOTAL MISCELLANEOUS	58,511	840,163	2,328,400	4,178,440
	TOTAL EXPENDITURES	141,453	2,490,043	5,835,248	7,421,140
Class Code	AUTHORIZED PERSONNEL	ADOPTED FY 11-12		PROPOSED FY 12-13	
		Full Time	Part Time	Full Time	Part Time
3350	Police Lieutenant	0.25		0.00	
0151	Principal Management Analyst	1.00		0.00	
3400	Police Sergeant	2.00		0.00	
3200	Police Officer	2.50		0.00	
3080	Fire Captain	0.50		0.00	
1200	Management Analyst	1.00		0.00	
2794	Dare Officer		1.00		0.00
9770	Administrative Aide		1.00		0.00
	TOTAL	7.25	2.00	0.00	0.00

SPECIAL REVENUE FUNDS

POLICE DEPARTMENT		ACCOUNTING UNIT			
UASI - Urban Areas Security Initiative Grant 2010		12514491			
Object Code	LINE ITEM RESOURCES	ACTUAL FY 09-10	ACTUAL FY 10-11	ADOPTED FY 11-12	PROPOSED FY 12-13
61000	Salaries & Wages-Regular	0	0	818,833	818,835
61040	Salaries & Wages-Overtime	0	0	231,201	231,200
61100	Retirement Plan	0	0	203,865	203,865
61120	Medicare Insurance	0	0	11,872	11,870
61130	Employees Insurance	0	0	101,130	101,130
61170	Retiree Health Insurance	0	0	7,031	7,030
61180	Compensation Insurance	0	0	62,127	62,130
	SUBTOTAL PERSONNEL	<u>0</u>	<u>0</u>	<u>1,436,059</u>	<u>1,436,060</u>
62010	Communications	0	0	2,500	2,500
62120	Training & Transportation	0	0	46,094	46,095
62300	Other Contractual Services	0	0	920,000	259,200
62600	Parking Validations	0	0	0	1,000
	SUBTOTAL CONTRACTUAL	<u>0</u>	<u>0</u>	<u>968,594</u>	<u>308,795</u>
63001	Operating Materials & Supplies	0	0	17,191	700,000
	SUBTOTAL COMMODITIES	<u>0</u>	<u>0</u>	<u>17,191</u>	<u>700,000</u>
66400	Machinery & Equipment	0	0	1,000,000	0
	SUBTOTAL CAPITAL	<u>0</u>	<u>0</u>	<u>1,000,000</u>	<u>0</u>
	TOTAL EXPENDITURES	<u>0</u>	<u>0</u>	<u>3,421,844</u>	<u>2,444,855</u>
Class Code	AUTHORIZED PERSONNEL	ADOPTED FY 11-12		PROPOSED FY 12-13	
		Full Time	Part Time	Full Time	Part Time
3350	Police Lieutenant	0.00		0.25	
3400	Police Sergeant	0.00		2.00	
3200	Police Officer	0.00		2.50	
2794	Dare Officer		0.00		1.00
	TOTAL	<u>0.00</u>	<u>0.00</u>	<u>4.75</u>	<u>1.00</u>

**SPECIAL REVENUE FUNDS
RESOURCE SUMMARY**

VARIOUIS		ACCOUNT UNIT			
Fire Emergency Grants		14615-VAR			
Object Code	LINE ITEM RESOURCES	ACTUAL FY 09-10	ACTUAL FY 10-11	ADOPTED FY 11-12	PROPOSED FY 12-13
REVENUES					
50001	Balance from Prior Year	0	0	0	0
52000	Federal Grant-Direct	211,440	0	0	0
52001	Federal Grant-Indirect	279,479	50,449	0	0
	TOTAL REVENUES	----- 490,919 =====	----- 50,449 =====	----- 0 =====	----- 0 =====
EXPENDITURES					
14615355	OES Hazmat Emergency Prep (HMEP)	0	19,200	0	0
14615356	Fireman's Fund Grant	835	0	0	0
14615360	Metropolitan Medical Response Sys. Grant 2007	16	0	0	0
14615361	Assist Firefighters Grant (AFG) 2008	264,300	0	0	0
14615362	2008 EMPG Grant	379	15,448	38,108	0
14615363	2008-09 State 911 Grant	9,590	0	0	0
14615364	Metropolitan Medical Response Sys. Grant	131,326	177,419	316,402	0
14615365	Emergency Management Performance Grant	0	0	0	0
	TOTAL EXPENDITURES	----- 406,447 =====	----- 212,067 =====	----- 354,510 =====	----- 0 =====
Note: Fire Services outsourced to Orange County Fire Authority effective 4/20/2012					
Class Code	AUTHORIZED PERSONNEL	ADOPTED FY 11-12		PROPOSED FY 12-13	
		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

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 exercise, 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 09-10	ACTUAL FY 10-11	ADOPTED FY 11-12	PROPOSED FY 12-13
61000	Salaries Regular	0	15,131	25,643	0
61100	Retirement-Employer Contrib	0	0	7,031	0
61130	Health Insurance	0	0	2,271	0
61180	Worker Compensation Insurance	0	0	3,163	0
	SUBTOTAL PERSONNEL	0	15,131	38,108	0
62300	Contract Svs-Professional	0	0	0	0
	SUBTOTAL CONTRACTUAL	0	0	0	0
63001	Misc Office Expenses	379	0	0	0
	SUBTOTAL COMMODITIES	379	0	0	0
65400	Indirect Costs	0	317	0	0
	SUBTOTAL FIXED CHARGES	0	317	0	0
	TOTAL	<u>379</u>	<u>15,448</u>	<u>38,108</u>	<u>0</u>
<p>Notes: Fire Services outsourced to OCFA effective 4/20/2012 FY 07-08 expended in FY 08-09 \$142 of FY 08-09 expended in FY 09-10 20% of one Fire Captain FY 11-12</p>					
Class Code	AUTHORIZED PERSONNEL	ADOPTED FY 11-12		PROPOSED FY 12-13	
		Full Time	Part Time	Full Time	Part Time

SPECIAL REVENUE FUND

FIRE DEPARTMENT
Metropolitan Medical Response System Grants

PROGRAM
14615364

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.

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 09-10	ACTUAL FY 10-11	ADOPTED FY 11-12	PROPOSED FY 12-13
61000	Salaries Regular	0	16,366	0	0
61020	Salaries Part time	0	9,245	15,107	0
61040	Salaries Overtime	21,296	16,224	0	0
61100	Retirement-Employer Contrib	0	6,762	0	0
61110	Part time Retirement	0	347	567	0
61120	Medicare Insurance	0	560	219	0
61130	Health Insurance	0	3,711	0	0
61170	Retiree Health Benefits	0	0	0	0
61180	Worker Compensation Insurance	899	3,503	157	0
	SUBTOTAL PERSONNEL	22,195	56,718	16,050	0
62120	Training, Transpo, Meeting	0	7,156	0	0
62300	Contract Svs-Professional	0	0	0	0
	SUBTOTAL CONTRACTUAL	0	7,156	0	0
63001	Mics Office Expenses	109,131	112,866	300,352	0
63100	Uniforms & Tools	0	0	0	0
	SUBTOTAL COMMODITIES	109,131	112,866	300,352	0
65400	Indirect Costs	0	679	0	0
	SUBTOTAL FIXED CHARGES	0	679	0	0
66400	Machinery & Equipment	0	0	0	0
66510	Computer Software	0	0	0	0
	SUBTOTAL CAPITAL	0	0	0	0
	TOTAL	<u>131,326</u>	<u>177,419</u>	<u>316,402</u>	<u>0</u>
<p>Notes: Fire Services outsourced to OCFA effective 4/20/2012</p> <p>MMRS FY 2008 expended FY 09-10 & balance carried forward to FY 10-11</p> <p>MMRS FY 2009 included in FY 10-11 bal to be expended in FY 11-12</p>					
Class Code	AUTHORIZED PERSONNEL	ADOPTED FY 11-12		PROPOSED FY 12-13	
		Full Time	Part Time	Full Time	Part Time

SPECIAL REVENUE FUND

LIBRARY
Public Library Fund Grant

PROGRAM
15211150

Statement of Purpose

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

SERVICE PROGRAM

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

SPECIAL REVENUE FUND

LIBRARY		ACCOUNTING UNIT			
Public Library Fund Grant		15211150			
Object Code	LINE ITEM RESOURCES	ACTUAL FY 09-10	ACTUAL FY 10-11	ADOPTED FY 11-12	PROPOSED FY 12-13
REVENUES					
52025	State Grant Direct	126,607	122,370	119,636	0
	TOTAL REVENUES	<u>126,607</u>	<u>122,370</u>	<u>119,636</u>	<u>0</u>
EXPENDITURES					
62120	Training, Transportaion, Meeting	0	498	0	0
62140	Membership, Subscription And Dues	29,213	33,341	43,544	43,544
62300	Contract Services-Professional	0	0	0	0
63001	Misc Office Expense	49	0	0	0
66200	Building Improvements	0	0	0	0
66220	IMP Other Than Bld	0	0	0	0
66400	Machinery & Equipment	0	0	0	0
66600	Books Records Video	188,703	198,884	269,116	195,116
	TOTAL EXPENDITURES	<u>217,965</u>	<u>232,722</u>	<u>312,660</u>	<u>238,660</u>
Class Code	AUTHORIZED PERSONNEL	ADOPTED FY 11-12		PROPOSED FY 12-13	
		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 09-10	ACTUAL FY 10-11	ADOPTED FY 11-12	PROPOSED FY 12-13
REVENUES					
52001	Federal Grant-Indirect	28,857	331	0	0
52025	State Grant-Direct	1,873,220	559,442	0	0
52040	OCTA Sr. Mobility	0	0	167,850	0
52040	OCTA-Transport Vietnam Sr	0	0	71,848	0
52040	Grant-Other	219,820	206,896	0	0
58000	Earnings on Investments	1,110	845	0	0
	TOTAL REVENUES	<u>2,123,007</u>	<u>767,514</u>	<u>239,698</u>	<u>0</u>
EXPENDITURES					
16913201	OCTA-VNCOC Sr. Mobility Program	63,003	67,435	71,848	0
16913202	OCTA Sr. Mobility Program	155,890	167,850	167,850	0
16913203	The Wildlands Conservancy	20,259	0	0	0
16913207	FACT Program FY 2008	0	0	0	0
16913208	FACT Program FY 2009	178	0	0	0
16913211	FACT Program FY 2010	29,213	0	0	0
16913262	Habitat Conservation Fund	(10,389)	30,334	0	0
16913263	California State Park Bond	1,792,079	55,706	0	0
	TOTAL EXPENDITURES	<u>2,050,233</u>	<u>321,325</u>	<u>239,698</u>	<u>0</u>
Class Code	AUTHORIZED PERSONNEL	ADOPTED FY 11-12		PROPOSED FY 12-13	
		Full Time	Part Time	Full Time	Part Time
16913202	OCTA Senior Mobility		14.00		11.00
	TOTAL	<u>0.00</u>	<u>14.00</u>	<u>0.00</u>	<u>11.00</u>

SPECIAL REVENUE FUNDS

PARKS, RECREATION & COMMUNITY SERVICES OCTA-VNCOC Senior Mobility Program		PROGRAM 16913201			
<div style="background-color: #e0e0e0; padding: 2px;">Statement of Purpose</div> <p style="margin-top: 10px;"><i>To provide transportation to Vietnamese Community of Orange County (VNCOC) seniors to and from the VNCOC where they can engage in educational and health & wellness programs.</i></p>					
Object Code	LINE ITEM RESOURCES	ACTUAL FY 09-10	ACTUAL FY 10-11	ADOPTED FY 11-12	PROPOSED FY 12-13
62300	Contract Services-Professional	63,003	67,435	71,848	0
	SUBTOTAL CONTRACTUAL	63,003	67,435	71,848	0
	TOTAL	<u>63,003</u>	<u>67,435</u>	<u>71,848</u>	<u>0</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, and provide a nutritional lunch.</i></p>				
Accomplishments in FY 10-11 and FY 11-12				
<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 2012-13				
<ul style="list-style-type: none"> * Partner with neighboring senior housing * Increase passenger ridership by enhancing outreach to the community 				
PERFORMANCE MEASURES	Actual	Actual	Estimated	Objective
	FY 09-10	FY 10-11	FY 11-12	FY 12-13
Service Level Number of clients served	35,000	35,000	36,000	38,000

SPECIAL REVENUE FUNDS

PARKS, RECREATION & COMMUNITY SERVICES		ACCOUNT UNIT			
OCTA Senior Mobility Program		16913202			
Object Code	LINE ITEM RESOURCES	ACTUAL FY 09-10	ACTUAL FY 10-11	ADOPTED FY 11-12	PROPOSED FY 12-13
61000	Salaries Regular	0	0	0	0
61020	Salaries Part-Time	120,452	125,081	142,605	0
61100	Retirement-Employer Contribution	0	448	0	0
61110	Part-Time Retirement	3,722	4,559	5,345	0
61120	Medicare Insurance	1,735	1,814	2,065	0
61180	Worker Compensation Insurance	3,543	3,702	4,225	0
	SUBTOTAL PERSONNEL	----- 129,452	----- 135,604	----- 154,240	----- 0
62300	Contract Services-Professional	14,271	18,847	2,000	0
	SUBTOTAL CONTRACTUAL	----- 14,271	----- 18,847	----- 2,000	----- 0
63001	Misc Office Expenses	1,557	2,790	1,000	0
	SUBTOTAL COMMODITIES	----- 1,557	----- 2,790	----- 1,000	----- 0
65010	Rental City Equipment	10,610	10,610	10,610	0
	SUBTOTAL FIXED CHARGES	----- 10,610	----- 10,610	----- 10,610	----- 0
	TOTAL	----- 155,890 =====	----- 167,850 =====	----- 167,850 =====	----- 0 =====
Class Code	AUTHORIZED PERSONNEL	APPROVED FY 11-12		PROPOSED FY 12-13	
		Full Time	Part Time	Full Time	Part Time
8160	Program Coordinator		2.00		2.00
9400	Senior Program Leader		8.00		5.00
9360	Program Leader II		4.00		4.00
	TOTAL	----- 0.00 =====	----- 14.00 =====	----- 0.00 =====	----- 11.00 =====

ENTERPRISE FUNDS SUMMARY

DEPARTMENT/ UNIT	Actual FY 10-11	Adopted FY 11-12	Approved FY 12-13	FY 11-12 Positions	FY 12-13 Positions	% of FY 12-13 Total	Increase (Decrease) Over Prior Year	
							11-12 to 12-13 in \$	in %
REVENUES								
27 Parking Meter Fund	3,767,339	3,982,000	4,129,415			4.8%	147,415	3.7%
56 Sanitary Sewer Services	4,715,634	4,881,500	4,727,100			5.5%	(154,400)	-3.2%
57 Federal Clean Water Protection	2,562,092	2,607,700	2,571,460			3.0%	(36,240)	-1.4%
60-66 Water Enterprise	47,733,113	49,095,685	48,388,930			56.6%	(706,755)	-1.4%
67 The Depot	973,916	1,191,295	810,905			0.9%	(380,390)	-31.9%
68 Sanitation Enterprise	8,018,342	7,950,000	7,991,000			9.3%	41,000	0.5%
69 Refuse Collection Enterprise	16,438,975	16,493,625	16,874,535			19.7%	380,910	2.3%
Revenue Grand Total	84,209,410	86,201,805	85,493,345			100.0%	(708,460)	-0.8%
EXPENDITURES BY DEPARTMENT								
Public Works Agency								
<i>Sanitary Sewer Services</i>								
05617640 Sewer Services	3,151,267	6,954,800	8,478,075	14.70	14.70	8.9%	1,523,275	21.9%
<i>Sub-Total</i>	<i>3,151,267</i>	<i>6,954,800</i>	<i>8,478,075</i>	<i>14.70</i>	<i>14.70</i>	<i>8.9%</i>	<i>1,523,275</i>	<i>21.9%</i>
<i>Federal Clean Water Protection Enterprise</i>								
05717640 Federal Clean Water Protection	2,274,617	3,183,500	4,270,675	4.95	5.20	4.5%	1,087,175	34.2%
<i>Sub-Total</i>	<i>2,274,617</i>	<i>3,183,500</i>	<i>4,270,675</i>	<i>4.95</i>	<i>5.20</i>	<i>4.5%</i>	<i>1,087,175</i>	<i>34.2%</i>
<i>Water Enterprise</i>								
06017020 Water Revenue Bond - Debt Service	1,510,394	1,519,470	1,518,430	0.00	0.00	1.6%	(1,040)	-0.1%
06017020 Utility Loan Repayment	204,685	202,870	202,870	0.00	0.00	0.2%	0	0.0%
06017640 Water Production & Supply	21,979,163	23,666,110	24,197,420	8.00	8.00	25.4%	531,310	2.2%
06017641 Water Systems Maintenance	2,985,396	3,753,295	3,543,195	13.00	13.00	3.7%	(210,100)	-5.6%
06017642 Water - Miscellaneous Expenses	12,583,228	12,691,150	11,120,150	0.00	0.00	11.7%	(1,571,000)	-12.4%
06417644 Water Quality & Measurement	1,521,421	2,386,460	2,394,825	8.30	8.30	2.5%	8,365	0.4%
06017645 Water Administration & Engineering	3,635,043	3,868,930	3,430,785	5.25	5.00	3.6%	(438,145)	-11.3%
06617647 Water Capital Construction	4,700,560	1,175,180	2,963,775	0.00	0.00	3.1%	1,788,595	152.2%
<i>Sub-Total</i>	<i>49,119,890</i>	<i>49,263,465</i>	<i>49,371,450</i>	<i>34.55</i>	<i>34.30</i>	<i>51.9%</i>	<i>107,985</i>	<i>0.2%</i>
<i>The Depot</i>								
06717650 The Depot	900,782	1,389,730	1,052,905	0.00	0.00	1.1%	(336,825)	-24.2%
<i>Sub-Total</i>	<i>900,782</i>	<i>1,389,730</i>	<i>1,052,905</i>	<i>0.00</i>	<i>0.00</i>	<i>1.1%</i>	<i>(336,825)</i>	<i>-24.2%</i>
<i>Sanitation Enterprise</i>								
06817640 Environmental Sanitation	273,975	1,110,035	1,504,565	5.50	10.50	1.6%	394,530	35.5%
06817641 Roadway Cleaning	3,420,995	4,314,920	2,837,170	22.00	7.00	3.0%	(1,477,750)	-34.2%
06817642 Graffiti Abatement	2,240,829	1,539,085	1,711,455	1.00	1.50	1.8%	172,370	11.2%
06817643 Street Trees	2,443,721	2,797,050	3,013,295	13.00	14.00	3.2%	216,245	7.7%
<i>Sub-Total</i>	<i>8,379,520</i>	<i>9,761,090</i>	<i>9,066,485</i>	<i>41.50</i>	<i>33.00</i>	<i>9.5%</i>	<i>(694,605)</i>	<i>-7.1%</i>
<i>Refuse Collection Enterprise</i>								
06917640 Refuse Collection	15,326,698	17,468,625	18,724,535	3.00	3.00	19.7%	1,255,910	7.2%
<i>Sub-Total</i>	<i>15,326,698</i>	<i>17,468,625</i>	<i>18,724,535</i>	<i>3.00</i>	<i>3.00</i>	<i>19.7%</i>	<i>1,255,910</i>	<i>7.2%</i>
Public Works Total	79,152,774	88,021,210	90,964,125	98.70	90.20	95.7%	2,942,915	3.3%
Community Development Agency								
02718860 Parking Meter Fund	896,654	1,383,600	1,402,000	7.25	7.55	1.5%	18,400	1.3%
02718861 Downtown Parking Facilities	990,252	1,047,885	1,062,000	0.10	0.35	1.1%	14,115	1.3%
02718020 Debt Service	359,935	1,550,515	1,665,415	0.00	0.00	1.8%	114,900	7.4%
Community Dev. Agency Total	2,246,841	3,982,000	4,129,415	7.35	7.90	4.3%	147,415	3.7%
Expenditure Grand Total	81,399,615	92,003,210	95,093,540	106.05	98.10	100.0%	3,090,330	3.4%
ENTERPRISE FUNDS PERSONNEL								
Number of Positions	103.75	106.05	98.10				(7.95)	-7.5%
as % of Total City Workforce	6.9%	7.0%	8.2%					

Note: Includes Interfund Transfers

**ENTERPRISE FUNDS
RESOURCE SUMMARY**

Parking Enterprise - CDA

ACTIVITIES		ACTUAL FY 09-10	ACTUAL FY 10-11	ADOPTED FY 11-12	PROPOSED FY 12-13
REVENUES					
55000	Parking Violation Revenue	579,736	497,663	400,000	400,000
	SUBTOTAL RENTAL INCOME	579,736	497,663	400,000	400,000
53804	Parking Meter Revenue	1,033,411	993,999	950,000	980,000
	SUBTOTAL RENTAL GOV. ENTITIES	1,033,411	993,999	950,000	980,000
53800	Parking Fees-Surface Lots	1,138,587	1,143,242	1,000,000	1,062,000
57000	Expense Reimbursement	10,499	2,890	1,000	0
57010	Miscellaneous Recoveries	0	(208)	0	0
57990	Miscellaneous Income	1,123	16,308	1,000	2,000
58000	Earnings on Investments	32,333	34,695	30,000	20,000
59000-011	Lease Income from Fund 11	1,524,055	1,078,750	1,600,000	0
59000-671	Transfer from Fund 671	0	0	0	1,665,415
	SUBTOTAL MISCELLANEOUS	2,706,597	2,275,677	2,632,000	2,749,415
	TOTAL REVENUES	4,319,744	3,767,339	3,982,000	4,129,415
EXPENDITURES					
02718860	Parking Meter Fund	1,020,391	896,654	1,383,600	1,402,000
02718861	Downtown Parking Facilities	1,026,198	990,252	1,047,885	1,062,000
02718020	Debt Service	450,909	359,935	1,550,515	1,665,415
	TOTAL EXPENDITURES	2,497,498	2,246,841	3,982,000	4,129,415
OPERATING EXPENSE		ACTUAL FY 09-10	ACTUAL FY 10-11	ADOPTED FY 11-12	PROPOSED FY 12-13
61000	Personnel	642,467	580,938	678,015	761,775
62000	Contractual	1,101,541	1,110,493	1,264,735	1,232,810
63000	Commodities	25,536	23,573	47,495	32,030
65000	Fixed Charges	177,691	156,237	161,240	131,745
66000	Capital	101,760	18,071	284,000	308,140
67000	Debt Service - Interest	448,503	357,529	326,515	257,915
	TOTAL	2,497,498	2,246,841	2,762,000	2,724,415
67300	Bond Principal (Principal Paid)	0	0	1,220,000	1,405,000
Class Code	AUTHORIZED PERSONNEL	ADOPTED FY 11-12		PROPOSED FY 12-13	
		Full Time	Part Time	Full Time	Part Time
2865	Asst. Director of Comm. Dev.	0.00		0.35	
0150	Senior Community Dev. Analyst	0.25		0.00	
0150	Senior Management Analyst	0.00		0.05	
0580	Redevelopment Project Manager I	0.00		0.25	
1720	Management Analyst	0.10		0.00	
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	
7280	Senior Accounting Assistant	0.00		0.05	
7330	Senior Office Assistant	0.00		0.20	
	TOTAL	7.35		7.90	

ENTERPRISE FUNDS

PARKING ENTERPRISE - CDA
Parking Meter & Facilities

PROGRAM
02718860

Statement of Purpose

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.

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.

Accomplishments in FY 10-11 & 11-12

- * Maintained parking meters and collected revenue five days a week.
- * Relocated the entire parking meter operation to a new facility at the City Yard.
- * Removed single-space parking meters at the Third Street and Bush parking lot.
- * Assisted in the review of parking control equipment at two garages with Public Works Agency and the parking management company.

Action Plan for FY 2012-13

- * Implement a trial program for new IPS Smart Meters to allow for the utilization of credit cards.
- * Replace collection vehicles.

PERFORMANCE MEASURES	Actual	Actual	Estimated	Objective
	FY 09-10	FY 10-11	FY 11-12	FY 12-13
Service Level				
No. of parking meters maintained	1,428	1,428	1,280	1,220
No. of meters maintained per technician	476	476	427	400
Efficiency				
Annual revenue collected per meter	\$700	\$700	\$762	\$803
Meter revenue collected per technician	\$333,333	\$333,333	\$325,167	\$326,667
Effectiveness				
Annual meter revenue collection	\$1,000,000	\$993,999	\$975,500	\$980,000
Annual violation revenue generated	\$400,000	\$497,663	\$400,000	\$400,000

ENTERPRISE FUNDS

PARKING ENTERPRISE - CDA		ACCOUNTING UNIT			
Parking Meter		02718860			
Account Code	LINE ITEM RESOURCES	ACTUAL FY 09-10	ACTUAL FY 10-11	ADOPTED FY 11-12	PROPOSED FY 12-13
61000	Salaries Regular	460,047	411,057	460,960	505,315
61040	Salaries Overtime	5,017	3,094	8,000	10,000
61100	Retirement-Employer Contribution	30,777	23,280	45,405	44,490
61120	Medicare Insurance	6,430	5,783	6,685	7,325
61130	Health Insurance	109,530	109,324	129,195	141,665
61170	Retiree Health Benefits	17,096	16,097	4,155	4,040
61180	Worker Compensation Insurance	13,570	12,303	13,220	14,630
	SUBTOTAL PERSONNEL	642,467	580,938	667,620	727,465
62000	Utilities	1,816	1,672	1,800	1,700
62010	Communications	4,469	4,260	4,200	3,000
62011	Telephone Moves / Changes	0	0	0	1,000
62012	Cellular Phone Charges	2,337	1,860	2,500	2,460
62120	Training, Transportation, Meeting	0	1,000	2,000	1,000
62140	Membership, Subscription and Dues	0	0	0	1,000
62200	Advertising	0	124	1,000	1,000
62251	Other Agency Services	0	0	0	5,500
62300	Contract Services-Professional	91,767	99,165	183,315	188,930
62301	Contract Services-Construction	(53)	0	0	0
62322	M & R Machinery & Equipment	726	4,753	4,700	5,600
62500	Rent Payments	76,834	35,892	36,550	0
	SUBTOTAL CONTRACTUAL	177,896	148,726	236,065	211,190
63001	Misc. Office Expenses	25,536	23,573	47,495	27,000
	SUBTOTAL COMMODITIES	25,536	23,573	47,495	27,000
65010	Rental City Equipment	33,135	25,560	25,560	16,800
65020	City Yard Charges	0	0	0	11,040
65040	Computer Services	0	0	0	230
65050	IS Strategic Plan	35,615	35,615	35,615	8,740
65100	Insurance	0	0	0	14,455
65205	Internal Departments Personnel Charges	13,850	13,850	13,850	13,850
65220	Treasury Services Charges	12,685	12,685	12,685	12,685
65230	Hearing Officer Charges	6,040	6,040	6,040	6,040
65400	Indirect Costs	63,546	49,667	54,670	44,365
	SUBTOTAL FIXED CHARGES	164,871	143,417	148,420	128,205
66400	Machinery & Equipment	9,621	0	284,000	308,140
	SUBTOTAL CAPITAL	9,621	0	284,000	308,140
	TOTAL	1,020,391	896,654	1,383,600	1,402,000
Class Code	AUTHORIZED PERSONNEL	ADOPTED FY 11-12		PROPOSED FY 12-13	
		Full Time		Full Time	
2865	Asst. Director of Community Development	0.00		0.35	
7584	Senior Community Development Analyst	0.25		0.00	
0150	Senior Management Analyst	0.00		0.05	
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	
7280	Senior Accounting Assistant	0.00		0.05	
7330	Senior Office Assistant	0.00		0.10	
	TOTAL	7.25		7.55	

ENTERPRISE FUNDS

PARKING ENTERPRISE - CDA		ACCOUNTING UNIT			
Parking Facilities		02718861			
Account Code	LINE ITEM RESOURCES	ACTUAL FY 09-10	ACTUAL FY 10-11	ADOPTED FY 11-12	PROPOSED FY 12-13
61000	Salaries Regular	0	0	8,690	25,635
61100	Retirement-Employer Contribution	0	0	960	2,140
61120	Medicare Insurance	0	0	125	370
61130	Health Insurance	0	0	380	5,645
61170	Retiree Health Benefits	0	0	150	255
61180	Worker Compensation Insurance	0	0	90	265
	SUBTOTAL PERSONNEL	0	0	10,395	34,310
62251	Other Agency Services	0	0	0	4,700
62300	Contract Services-Professional	921,239	959,361	1,024,670	1,014,420
	SUBTOTAL CONTRACTUAL	921,239	959,361	1,024,670	1,019,120
63001	Misc. Office Expenses	0	0	0	5,030
	SUBTOTAL COMMODITIES	0	0	0	5,030
65040	Computer Services	0	0	0	15
65050	IS Strategic Plan	0	0	0	480
65100	Insurance	12,820	12,820	12,820	795
65400	Indirect Costs	0	0	0	2,250
	SUBTOTAL FIXED CHARGES	12,820	12,820	12,820	3,540
66200	Building Improvement	9,651	18,071	0	0
66220	Improvements Other Than Building	45,659	0	0	0
66400	Machinery & Equipment	36,829	0	0	0
	SUBTOTAL CAPITAL	92,139	18,071	0	0
	TOTAL	<u>1,026,198</u>	<u>990,252</u>	<u>1,047,885</u>	<u>1,062,000</u>

Class Code	AUTHORIZED PERSONNEL	ADOPTED FY 11-12		PROPOSED FY 12-13	
		Full Time		Full Time	
0580	Redevelopment Project Manager I	0.00		0.25	
1720	Management Analyst	0.10		0.00	
7330	Senior Office Assistant	0.00		0.10	
	TOTAL	<u>0.10</u>		<u>0.35</u>	

ENTERPRISE FUNDS

PARKING ENTERPRISE - CDA		ACCOUNTING UNIT			
Parking Facilities (Debt Service)		02718020			
Account Code	LINE ITEM RESOURCES	ACTUAL FY 09-10	ACTUAL FY 10-11	ADOPTED FY 11-12	PROPOSED FY 12-13
62401	Trustee Fees	<u>2,406</u>	<u>2,406</u>	<u>4,000</u>	<u>2,500</u>
	SUBTOTAL CONTRACTUAL	2,406	2,406	4,000	2,500
67300	Bond Principal	0	0	1,220,000	1,405,000
67310	Bond Interest	<u>448,503</u>	<u>357,529</u>	<u>326,515</u>	<u>257,915</u>
	SUBTOTAL DEBT SERVICE	448,503	357,529	1,546,515	1,662,915
	TOTAL	<u><u>450,909</u></u>	<u><u>359,935</u></u>	<u><u>1,550,515</u></u>	<u><u>1,665,415</u></u>

**ENTERPRISE FUND
RESOURCE SUMMARY**

SANITARY SEWER SERVICES

ACTIVITIES	ACTUAL FY 09-10	ACTUAL FY 10-11	ADOPTED FY 11-12	PROPOSED FY 12-13	
REVENUES					
53902 Sanitary Sewer Service Charge	4,848,510	4,683,559	4,864,900	4,710,500	
57010 Miscellaneous Recoveries	998	4,457	0	0	
57993 Write Off Collections	(33,062)	(9,087)	0	0	
58000 Earning on Investment	31,252	36,704	16,600	16,600	
TOTAL REVENUES	----- 4,847,697 =====	----- 4,715,634 =====	----- 4,881,500 =====	----- 4,727,100 =====	
EXPENDITURES					
05617640 Sewer Services	3,781,193	3,151,267	6,954,800	8,478,075	
TOTAL EXPENDITURES	----- 3,781,193 =====	----- 3,151,267 =====	----- 6,954,800 =====	----- 8,478,075 =====	
OPERATING EXPENSE	ACTUAL FY 09-10	ACTUAL FY 10-11	ADOPTED FY 11-12	PROPOSED FY 12-13	
61000 Personnel	1,405,218	1,447,135	1,592,425	1,538,735	
62000 Contractual	825,112	747,060	1,022,100	993,500	
63000 Commodities	109,097	101,124	221,000	237,500	
65000 Cross Charges	480,872	513,197	530,410	571,515	
66000 Capital	960,894	342,750	3,588,865	5,136,825	
TOTAL	----- 3,781,193 =====	----- 3,151,267 =====	----- 6,954,800 =====	----- 8,478,075 =====	
Class Code	AUTHORIZED PERSONNEL	ADOPTED FY 11-12		PROPOSED FY 12-13	
		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	
9240	Senior Maintenance Aide I, P/T		0.25		0.25
9260	Senior Maintenance Worker, P/T		3.00		3.00
TOTAL		----- 14.70 =====	----- 3.25 =====	----- 14.70 =====	----- 3.25 =====

ENTERPRISE FUND

SANITATION ENTERPRISE - PWA		PROGRAM		
Sewer Services		05617640		
Statement of Purpose				
<p><i>Provide cleaning, rehabilitation, and repair of sanitary sewer facilities and remove sewer main blockages.</i></p> <p>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.</p>				
Accomplishments in FY 10-11 & FY 11-12				
<p><u>FY 10-11</u></p> <ul style="list-style-type: none"> * 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. <p><u>FY 11-12</u></p> <ul style="list-style-type: none"> * Cleaned 300 miles of sewer main. * Inspected 375,000 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 20 occurrences. * Constructed or rehabilitated 20,230 linear feet of sewer main. * Complied with all Regional Water Quality Control Board Waste Discharge Permit requirements. * Completed implementation of the Fats, Oils, and Grease Control Program data acquisition on infraMAP platform. 				
Action Plan for FY 12-13				
<ul style="list-style-type: none"> * Continue management of the Fats, Oils, and Grease Control Program. * Meet State Water Quality Control Board requirements related to the Fats, Oils, and Grease Control Program. * Meet State Water Quality Control Board requirements for a sewer system management plan. * Continue sewer lateral repair program. * Continue to perform preventative maintenance on sewer system. * Continue to respond to all sewer blockages and take corrective measures. 				
PERFORMANCE MEASURES	Actual	Actual	Estimated	Objective
	FY 09-10	FY 10-11	FY 11-12	FY 12-13
Service Level				
# of miles of sewer mains cleaned	389	261	300	300
# of sewer mains TV-inspected (in linear feet)	456,000	374,500	375,000	375,000
# of sewer main blockages cleared	22	24	20	20
# of sewer main laterals repaired/replaced	170	174	170	175
# of sewer main trouble spots cleaned	800	1,140	1,140	1,140
Linear feet of sewer main projects designed by City staff	2,225	5,870	1,280	1,500
Linear feet of sewer mains replaced/rehabilitated	24,560	20,100	20,230	20,230
% of sewer laterals repaired/rehabilitated within 10 working days	95	95	95	95
% 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		ACCOUNTING UNIT			
Sewer Services		05617640			
Account Code	LINE ITEM RESOURCES	ACTUAL FY 09-10	ACTUAL FY 10-11	ADOPTED FY 11-12	PROPOSED FY 12-13
61000	Salaries Regular	978,434	974,238	1,049,790	1,004,780
61020	Salaries Part-Time	17,483	29,648	51,900	53,025
61040	Salaries Overtime	36,837	71,678	65,000	85,000
61100	Retirement-Employer Contribution	66,351	52,463	111,770	88,990
61110	Part-Time Retirement	0	104	0	0
61120	Medicare Insurance	12,229	14,243	15,595	15,340
61130	Health Insurance	144,203	144,949	182,485	182,700
61170	Retiree Health Benefits	52,106	52,262	10,910	9,220
61180	Workers Compensation Insurance	97,574	107,549	104,975	99,680
	SUBTOTAL PERSONNEL	1,405,218	1,447,135	1,592,425	1,538,735
62010	Communications	1,211	1,595	2,500	2,500
62120	Training, Transportation, Meetings	739	1,904	2,000	2,000
62140	Membership, Subscription, Dues	13,141	7,203	35,500	35,500
62300	Contract Services-Professional	810,021	625,753	982,100	953,500
62302	Contracted Vendor Personnel Services	0	0	0	0
62322	M & R Machinery & Equipment	0	110,607	0	0
	SUBTOTAL CONTRACTUAL	825,112	747,060	1,022,100	993,500
63001	Miscellaneous Operating Expenses	109,097	101,124	221,000	237,500
	SUBTOTAL COMMODITIES	109,097	101,124	221,000	237,500
65010	Rental City Equipment	225,560	232,515	245,075	203,900
65205	Internal Departments Personnel Charges	8,156	0	0	0
65240	Public Works Administrative Charges	202,730	216,275	238,085	264,765
65400	Indirect Costs	44,427	64,407	47,250	102,850
	SUBTOTAL CROSS CHARGES	480,872	513,197	530,410	571,515
66220	Improvements Other Than Buildings	960,271	318,935	3,533,865	5,056,825
66400	Machinery & Equipment	623	23,815	55,000	80,000
	SUBTOTAL CAPITAL	960,894	342,750	3,588,865	5,136,825
	TOTAL	3,781,193	3,151,267	6,954,800	8,478,075

Class Code	AUTHORIZED PERSONNEL	ADOPTED FY 11-12		PROPOSED FY 12-13	
		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	
9240	Senior Maintenance Aide I, P/T		0.25		0.25
9260	Senior Maintenance Worker, P/T		3.00		3.00
	TOTAL	14.70	3.25	14.70	3.25

**ENTERPRISE FUND
RESOURCE SUMMARY**

FEDERAL CLEAN WATER PROTECTION ENTERPRISE

ACTIVITIES		ACTUAL FY 09-10	ACTUAL FY 10-11	ADOPTED FY 11-12	PROPOSED FY 12-13
REVENUES					
53604	NPDES - Plan Check	9,732	22,629	17,000	30,000
53617	NPDES - Site Plan Review	639	1,213	1,500	1,000
53621	NPDES - Building Permit	5,186	25,653	16,500	25,000
53622	NPDES - Plumbing Permit	5,441	12,484	11,900	15,000
53623	NPDES - Grading Permit	5,478	2,460	2,900	4,800
53708	NPDES - Sewer Lateral	1,632	1,575	3,200	1,250
53711	NPDES - Street Work Permit	38,200	64,595	47,700	54,000
53721	NPDES - Sewer	252,081	247,603	247,200	235,525
53722	NPDES - Water	1,332,702	1,310,467	1,373,800	1,287,885
53723	NPDES - Refuse Residential	136,050	148,600	151,000	156,000
53724	NPDES - Refuse Non-Residential	684,926	714,709	729,000	751,000
53727	NPDES - Surcharge	1,683	0	0	0
57000	Cost Reimbursement	0	0	0	0
57010	Miscellaneous Recoveries	(166)	0	0	0
58000	Earnings on Investments	8,198	10,102	6,000	10,000
TOTAL REVENUES		<u>2,481,783</u>	<u>2,562,092</u>	<u>2,607,700</u>	<u>2,571,460</u>
EXPENDITURES					
05717640	Fed Clean Water Protection Enterprise	2,183,859	2,274,617	3,183,500	4,270,675
TOTAL EXPENDITURES		<u>2,183,859</u>	<u>2,274,617</u>	<u>3,183,500</u>	<u>4,270,675</u>
OPERATING EXPENSE		ACTUAL FY 09-10	ACTUAL FY 10-11	ADOPTED FY 11-12	PROPOSED FY 12-13
61000	Personnel	895,151	843,254	633,410	711,845
62000	Contractual	619,868	729,322	2,078,250	2,146,250
63000	Commodities	1,133	2,272	10,250	12,200
65000	Cross Charges	634,917	699,769	232,595	214,655
66000	Capital	32,790	0	200,200	1,185,725
69000	Miscellaneous Expenditures	0	0	28,795	0
TOTAL		<u>2,183,859</u>	<u>2,274,617</u>	<u>3,183,500</u>	<u>4,270,675</u>
Class Code	AUTHORIZED PERSONNEL	ADOPTED FY 11-12		PROPOSED FY 12-13	
		Full Time	Part Time	Full Time	Part Time
2100	Assistant Engineer II	1.05		0.75	
1040	Associate Park & Landscape Planner	0.20		0.00	
0320	City Engineer	0.00		0.20	
2240	Construction Inspector I	0.00		0.60	
0300	Construction Inspector II	0.00		0.60	
	Stormwater Coordinator	0.00		1.00	
0315	Deputy City Engineer	0.25		0.00	
4250	Equipment Operator - Motor Sweeper	1.00		0.00	
3900	Parking Control Officer	1.00		0.00	
2129	Principal Civil Engineer	0.25		0.75	
6140	Projects Manager	0.00		0.30	
2210	Sanitation Inspector II	0.50		0.00	
2131	Senior Civil Engineer	0.70		1.00	
9130	Engineering Intern, P/T		0.00		1.00
9240	Senior Maintenance Aide I, P/T		0.25		0.00
Total		<u>4.95</u>	<u>0.25</u>	<u>5.20</u>	<u>1.00</u>

ENTERPRISE FUND

FEDERAL CLEAN WATER PROTECTION ENTERPRISE - PWA	PROGRAM
Federal Clean Water Protection	05717640

Statement of Purpose	
	<i>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.</i>

Accomplishments in FY 10-11 & FY 11-12	
	<p><u>FY 10-11</u></p> <ul style="list-style-type: none"> * 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 prioritized 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. <p><u>FY 11-12</u></p> <ul style="list-style-type: none"> * Trained City staff and contract field operations personnel to ensure compliance with the NPDES permit. * Prepared a project list for potential Tier Two M2 funding. * Hired consultants for commercial/industrial inspection as well as construction projects. * 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. * Prepared Tier One M2 funding grant project applied for in FY 10/11. * Researched alternative compliance BMP solutions to Newport Watershed TMDL and the funding strategies. * Partnered with the Cities of Costa Mesa and Newport Beach in finding solutions for Santa Ana Delhi Channel SE TMDL.

Action Plan for FY 12-13	
	<ul style="list-style-type: none"> * Continue training City staff and contract field operations to ensure compliance with the NPDES permit. * Continue preparing a project list for potential Tier Two M2 funding. * 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 12/13. * Continue researching alternative compliance BMP solutions to Newport Watershed TMDL and the funding strategies. * Continue partnering 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 09-10	FY 10-11	FY 11-12	FY 12-13
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	40	15	20	25
# of industrial sites inspected	115	566	384	480
# of commercial sites inspected	300	651	506	479
# of meetings attended as co-permittee	25	25	25	25
# of capital improvement projects inspected	45	13	10	10

ENTERPRISE FUND

FEDERAL CLEAN WATER PROTECTION ENTERPRISE		ACCOUNTING UNIT			
Federal Clean Water Protection		05717640			
Account Code	LINE ITEM RESOURCES	ACTUAL FY 09-10	ACTUAL FY 10-11	ADOPTED FY 11-12	PROPOSED FY 12-13
61000	Salaries Regular	675,361	638,257	488,595	541,860
61020	Salaries Part-Time	11,459	3,122	2,870	16,165
61040	Salaries Overtime	2,965	1,124	0	0
61100	Retirement-Employer Contribution	45,423	33,590	53,345	51,840
61110	Part-Time Retirement	0	104	0	0
61120	Medicare Insurance	4,499	4,705	5,190	7,695
61130	Health Insurance	83,970	78,415	60,615	79,910
61170	Retiree Health Benefits	25,024	39,713	5,345	3,820
61180	Workers Compensation Insurance	46,449	44,224	17,450	10,555
	SUBTOTAL PERSONNEL	895,151	843,254	633,410	711,845
62010	Communications	1,461	1,605	1,250	1,250
62120	Training, Transportation, Meetings	0	21	2,000	10,000
62300	Contract Services-Professional	618,408	727,696	2,075,000	2,135,000
62302	Contracted Vendor Personnel Services	0	0	0	0
	SUBTOTAL CONTRACTUAL	619,868	729,322	2,078,250	2,146,250
63001	Miscellaneous Operating Expenses	1,133	2,272	10,250	12,200
	SUBTOTAL COMMODITIES	1,133	2,272	10,250	12,200
65010	Rental City Equipment	452,140	486,600	20,375	15,300
65100	Insurance Charges	51,935	51,935	51,935	27,940
65205	Internal Department Personnel Charges	0	0	0	0
65240	Public Works Administrative Charges	101,365	122,550	140,380	121,195
65400	Indirect Costs	29,477	38,684	19,905	50,220
	SUBTOTAL CROSS CHARGES	634,917	699,769	232,595	214,655
66220	Improvements Other Than Buildings	32,790	0	200,000	1,185,725
66600	Books Records Video	0	0	200	0
	SUBTOTAL CAPITAL	32,790	0	200,200	1,185,725
69011	Reserve For Appropriation	0	0	28,795	0
	SUBTOTAL MISCELLANEOUS	0	0	28,795	0
	TOTAL	2,183,859	2,274,617	3,183,500	4,270,675

Class Code	AUTHORIZED PERSONNEL	ADOPTED FY 11-12		PROPOSED FY 12-13	
		Full Time	Part Time	Full Time	Part Time
2100	Assistant Engineer II	1.05		0.75	
1040	Associate Park & Landscape Planner	0.20		0.00	
0320	City Engineer	0.00		0.20	
2240	Construction Inspector I	0.00		0.60	
0300	Construction Inspector II	0.00		0.60	
	Stormwater Coordinator	0.00		1.00	
0315	Deputy City Engineer	0.25		0.00	
4250	Equipment Operator - Motor Sweeper	1.00		0.00	
3900	Parking Control Officer	1.00		0.00	
2129	Principal Civil Engineer	0.25		0.75	
6140	Projects Manager	0.00		0.30	
2210	Sanitation Inspector II	0.50		0.00	
2131	Senior Civil Engineer	0.70		1.00	
9130	Engineering Intern, P/T		0.00		1.00
9240	Senior Maintenance Aide I, P/T		0.25		0.00
	Total	4.95	0.25	5.20	1.00

**ENTERPRISE FUND
RESOURCE SUMMARY**

WATER ENTERPRISE - PWA

ACTIVITIES	ACTUAL FY 09-10	ACTUAL FY 10-11	ADOPTED FY 11-12	PROPOSED FY 12-13
REVENUES				
53712 Water Sales - Regular	43,552,265	42,196,165	43,552,265	42,929,510
53713 Fireline Service Charge	241,360	242,753	230,000	230,000
53714 Basic Service Charge	3,690,117	3,777,022	3,650,000	3,650,000
53715 Reconnection Charge	103,188	89,533	109,000	95,000
53716 After Hours Service Charges	1,148	2,169	0	0
53717 Tag Fee	175,849	152,495	180,000	180,000
53720 Penalties & Service Charges	1,039,136	1,107,033	1,000,000	1,000,000
53725 Water Sales - Miscellaneous	48,761	43,822	55,000	55,000
57006 Expense Reimbursement	3,206	48	0	0
57011 Misc. Refunds/Recoveries	(2,772)	3,676	0	0
57960 Rental of Property	170,333	205,964	219,420	219,420
57993 Write Off Collections	(270,175)	(139,316)	0	0
58000 Earning on Investments	62,613	66,599	100,000	30,000
58001 Stale Dated Checks	5,644	5,940	0	0
58002 Loss (Gain) Market Value on Investments	45,283	(20,789)	0	0
59907 Discount Earnings	8	0	0	0
TOTAL WATER FUND REVENUES	<u><u>48,865,963</u></u>	<u><u>47,733,113</u></u>	<u><u>49,095,685</u></u>	<u><u>48,388,930</u></u>
EXPENDITURES				
06017020 Water Revenue Bond Debt Service	1,518,169	1,510,394	1,519,470	1,518,430
06017020 Water Utility Loan Repayment	199,870	204,685	202,870	202,870
06017640 Water Production & Supply	21,652,111	21,979,163	23,666,110	24,197,420
06017641 Water Systems Maintenance	3,445,315	2,985,396	3,753,295	3,543,195
06017642 Miscellaneous Operating Expenses	12,090,965	12,583,228	12,691,150	11,120,150
06417644 Water Quality & Measurement	1,418,333	1,521,421	2,386,460	2,394,825
06017645 Water Administration & Engineering	3,938,143	3,635,043	3,868,930	3,430,785
06617647 Water Capital Construction	2,005,228	4,700,560	1,175,180	2,963,775
TOTAL	<u><u>46,268,134</u></u>	<u><u>49,119,890</u></u>	<u><u>49,263,465</u></u>	<u><u>49,371,450</u></u>
OPERATING EXPENSE				
61000 Personnel	4,318,989	5,200,317	4,494,005	4,113,505
62000 Contractual	10,711,543	9,233,147	11,845,780	11,988,140
63000 Commodities	10,969,683	11,533,294	12,999,955	12,796,260
65000 Cross Charges	16,395,628	16,601,658	16,740,205	15,408,470
66000 Capital	2,154,252	4,841,209	1,464,180	3,343,775
67000 Debt Service	1,718,039	1,710,264	1,719,340	1,721,300
68000 Transfers Out	0	0	0	0
TOTAL	<u><u>46,268,134</u></u>	<u><u>49,119,889</u></u>	<u><u>49,263,465</u></u>	<u><u>49,371,450</u></u>

**ENTERPRISE FUND
RESOURCE SUMMARY**

WATER ENTERPRISE - PWA

Class Code	AUTHORIZED PERSONNEL	ADOPTED FY 11-12		PROPOSED FY 12-13	
		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 Park & Landscape Planner	0.25		0.00	
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	4.00		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	6.00		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
9260	Senior Maintenance Worker, P/T		9.00		9.00
	TOTAL	34.55	14.00	34.30	14.00

ENTERPRISE FUND

WATER ENTERPRISE - PWA		ACCOUNTING UNIT			
Water Inter Fund Transfers		06017019			
Object Code	LINE ITEM RESOURCES	ACTUAL FY 09-10	ACTUAL FY 10-11	ADOPTED FY 11-12	PROPOSED FY 12-13
68000	Transfer to Fund 66 Acquisition & Constr.	2,770,460	4,790,685	1,175,180	2,963,775
	SUBTOTAL TRANSFERS OUT	----- 2,770,460	----- 4,790,685	----- 1,175,180	----- 2,963,775
	TOTAL	=====	=====	=====	=====
<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				ACCOUNTING UNIT	
Water Revenue Bond Debt Service				06017020	
FY Ending June 30th	PRINCIPAL Due Sept. 1	INTEREST Due Sept. 1	INTEREST Due March 1	TOTAL INTEREST	TOTAL DEBT SERVICE
2005	0.00	406,197.05	395,218.75	801,415.80	801,415.80
2006	740,000.00	395,218.75	387,818.75	783,037.50	1,523,037.50
2007	750,000.00	387,818.75	379,381.25	767,200.00	1,517,200.00
2008	770,000.00	379,381.25	369,756.25	749,137.50	1,519,137.50
2009	790,000.00	369,756.25	358,893.75	728,650.00	1,518,650.00
2010	810,000.00	358,893.75	349,275.00	708,168.75	1,518,168.75
2011	830,000.00	349,275.00	338,381.25	687,656.25	1,517,656.25
2012	855,000.00	338,381.25	326,090.63	664,471.88	1,519,471.88
2013	880,000.00	326,090.63	312,340.63	638,431.26	1,518,431.26
2014	900,000.00	312,340.63	297,153.13	609,493.76	1,509,493.76
2015	930,000.00	297,153.13	280,878.13	578,031.26	1,508,031.26
2016	965,000.00	280,878.13	263,387.50	544,265.63	1,509,265.63
2017	1,000,000.00	263,387.50	244,387.50	507,775.00	1,507,775.00
2018	1,040,000.00	244,387.50	218,387.50	462,775.00	1,502,775.00
2019	1,095,000.00	218,387.50	191,012.50	409,400.00	1,504,400.00
2020	1,145,000.00	191,012.50	165,250.00	356,262.50	1,501,262.50
2021	1,195,000.00	165,250.00	135,375.00	300,625.00	1,495,625.00
2022	1,255,000.00	135,375.00	104,000.00	239,375.00	1,494,375.00
2023	1,320,000.00	104,000.00	71,000.00	175,000.00	1,495,000.00
2024	1,385,000.00	71,000.00	36,375.00	107,375.00	1,492,375.00
2025	1,455,000.00	36,375.00	0.00	36,375.00	1,491,375.00
	<u>20,110,000.00</u>	<u>5,630,559.57</u>	<u>5,224,362.52</u>	<u>10,854,922.09</u>	<u>30,964,922.09</u>

SANTA ANA FINANCING AUTHORITY
WATER REVENUE BONDS, SERIES 2004

SCHEDULE OF ANNUAL DEBT SERVICE

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

	ACTUAL FY 10-11	ADOPTED FY 11-12	PROPOSED FY 12-13
67300 Bond Principal	830,000	855,000	880,000
67310 Bond Interest	680,394	664,470	638,430
	-----	-----	-----
TOTAL	1,510,394	1,519,470	1,518,430
	=====	=====	=====

ENTERPRISE FUND

WATER ENTERPRISE - PWA
Water Utility Loan Repayment

FUND 060
Department 17
Program 020

Account Code	LINE ITEM RESOURCES	ACTUAL FY 09-10	ACTUAL FY 10-11	ADOPTED FY 11-12	PROPOSED FY 12-13
62401	Trustee Fee	0	4,815	3,000	3,000
67000	Loan Payment OCWD	199,870	199,870	199,870	199,870
		-----	-----	-----	-----
	SUBTOTAL DEBT SERVICE	199,870	204,685	202,870	202,870
	TOTAL	199,870	204,685	202,870	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 fourteenth loan payment of \$199,870 is due during FY 12-13. The loan term is for 20 years.</p>					

ENTERPRISE FUNDS

WATER ENTERPRISE - PWA
Water Production & Supply

PROGRAM
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 10-11 & FY 11-12

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-3 control structure.

FY 11-12

- * Upgraded Walnut Pumping Station building and compound.
- * Upgraded SA-4 control structure.

Action Plan for FY 12-13

- * Upgrade Crooke Pump Station controls and add 2 variable speed drives.
- * Equip the northern zone of the city with stand-by electric power engine.
- * Upgrade SA-5 control structure.

PERFORMANCE MEASURES	Actual	Actual	Estimated	Objective
	FY 09-10	FY 10-11	FY 11-12	FY 12-13
Service Level				
# of gallons produced per day from wells (in millions)	27.1	21.7	22	22
# of gallons imported per day (in millions)	7.8	11.75	12	12
# of water system stations monitored (RTU) per year	39	39	40	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		ACCOUNTING UNIT			
Water Production & Supply		06017640			
Account Code	LINE ITEM RESOURCES	ACTUAL FY 09-10	ACTUAL FY 10-11	ADOPTED FY 11-12	PROPOSED FY 12-13
61000	Salaries Regular	773,133	776,462	667,175	625,715
61020	Salaries Part-Time	32,154	16,514	67,800	65,655
61040	Salaries Overtime	44,338	53,610	45,000	55,000
61100	Retirement-Employer Contribution	65,889	61,805	75,210	62,250
61110	Part-Time Retirement	989	1,745	0	0
61120	Medicare Insurance	10,855	11,290	8,515	8,810
61130	Health Insurance	99,023	101,565	137,325	111,010
61170	Retiree Health Benefits	42,750	40,314	8,200	4,245
61180	Workers Compensation Insurance	90,266	87,384	68,185	63,285
	SUBTOTAL PERSONNEL	1,159,398	1,150,690	1,077,410	995,970
62000	Utilities	2,091,483	1,954,031	1,953,990	2,081,500
62010	Communications	25,175	26,289	18,000	24,000
62120	Training, Transportation, Meetings	5,569	8,240	7,500	10,000
62140	Membership, Subscription, Dues	75,753	53,078	98,430	98,430
62300	Contract Services-Professional	6,564,711	6,581,874	7,041,260	7,876,790
62320	M & R Buildings & Grounds	31,563	49,620	49,000	49,000
62321	M & R Improvements	0	4,695	15,000	15,000
62322	M & R Machinery & Equipment	204	8,276	10,000	20,000
62500	Rent Payments	0	0	0	230,400
	SUBTOTAL CONTRACTUAL	8,794,457	8,686,103	9,193,180	10,405,120
63001	Miscellaneous Operating Expenses	10,208,851	10,666,386	11,806,885	11,447,700
	SUBTOTAL COMMODITIES	10,208,851	10,666,386	11,806,885	11,447,700
65010	Rental City Equipment	61,895	63,790	65,570	55,555
65050	IS Strategic Plan	517,480	517,480	517,480	517,480
65100	Insurance Charges	721,995	721,995	721,995	388,420
65400	Indirect Costs	31,874	50,397	31,590	67,175
	SUBTOTAL CROSS CHARGES	1,333,244	1,353,662	1,336,635	1,028,630
66400	Machinery & Equipment	142,953	121,621	250,000	320,000
66510	Computer Software	13,207	701	0	0
66600	Books, Records, Videos	0	0	2,000	0
	SUBTOTAL CAPITAL	156,160	122,322	252,000	320,000
	TOTAL	21,652,111	21,979,163	23,666,110	24,197,420
Class Code	AUTHORIZED PERSONNEL	APPROVED FY 11-12		PROPOSED FY 12-13	
		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		3.00		3.00
	TOTAL	8.00	4.00	8.00	4.00

ENTERPRISE FUNDS

WATER ENTERPRISE - PWA		PROGRAM		
Water Systems Maintenance		06017641		
Statement of Purpose				
<p><i>Operate and maintain water mains, hydrants, valves, and service laterals to ensure quality distribution of water to the community.</i></p> <p>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.</p>				
Accomplishments in FY 10-11 & FY 11-12				
<p><u>FY 10-11</u></p> <ul style="list-style-type: none"> * Repaired 30 main breaks/leaks with minimum disruption to customers. * Exercised 3,000 gate valves. <p><u>FY 11-12</u></p> <ul style="list-style-type: none"> * Repaired 40 main breaks/leaks with minimum disruption to customers. * Exercised 1,200 gate valves. * Performed maintenance on 550 fire hydrants. * Renewed/replaced 200 water service lines. 				
Action Plan for FY 12-13				
<ul style="list-style-type: none"> * Respond to and repair main breaks and leaks within 8 hours as required. * Continue replacement of two-inch and smaller water services. * Continue gate valve and fire hydrant maintenance programs. * Continue assisting contractors and City forces with water main shutdowns. 				
PERFORMANCE MEASURES	Actual	Actual	Estimated	Objective
	FY 09-10	FY 10-11	FY 11-12	FY 12-13
Service Level				
# of main breaks repaired	37	41	40	35
# of gate valves operated and checked	3,000	971	1,200	3,000
# of fire hydrants operated	4,800	3	550	4,800
# of fire hydrants painted	4,800	501	10	4,800
# of services repaired/replaced	400	236	200	200
# of fire hydrants repaired	200	71	200	200
# of gate valves repaired or replaced	50	38	20	50
Assist contractor/City forces with main shut-downs (in hours)	450	400	400	400
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		ACCOUNTING UNIT			
Water Systems Maintenance		06017641			
Account Code	LINE ITEM RESOURCES	ACTUAL FY 09-10	ACTUAL FY 10-11	ADOPTED FY 11-12	PROPOSED FY 12-13
61000	Salaries Regular	895,833	683,362	823,545	747,585
61020	Salaries Part-Time	0	40,547	50,310	51,725
61040	Salaries Overtime	99,543	81,242	95,000	95,000
61100	Retirement-Employer Contribution	54,345	32,857	87,315	64,355
61110	Part-Time Retirement	0	1,520	0	0
61120	Medicare Insurance	13,413	10,729	11,890	11,590
61130	Health Insurance	138,667	125,607	185,410	192,270
61170	Retiree Health Benefits	44,902	37,460	8,235	7,475
61180	Workers Compensation Insurance	135,960	110,301	119,805	109,585
	SUBTOTAL PERSONNEL	1,382,663	1,123,626	1,381,510	1,279,585
62010	Communications	5,670	6,150	4,500	7,500
62120	Training, Transportation, Meetings	989	1,579	2,000	2,000
62140	Membership, Subscription, Dues	502	290	2,500	2,500
62251	Other Agency Services	442	488	0	0
62300	Contract Services-Professional	392,606	152,379	692,500	692,500
62310	Janitorial & Housekeeping	0	0	0	0
62322	M & R Machinery & Equipment	588	274	1,020	1,020
	SUBTOTAL CONTRACTUAL	400,799	161,160	702,520	705,520
63001	Miscellaneous Operating Expenses	528,129	545,005	553,500	629,000
	SUBTOTAL COMMODITIES	528,129	545,005	553,500	629,000
65010	Rental City Equipment	396,490	397,425	358,510	331,310
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	204,615
65400	Indirect Costs	42,704	48,510	39,240	80,490
	SUBTOTAL CROSS CHARGES	1,132,209	1,138,950	1,090,765	929,090
66400	Machinery & Equipment	1,516	16,656	25,000	0
	SUBTOTAL CAPITAL	1,516	16,656	25,000	0
	TOTAL	3,445,315	2,985,396	3,753,295	3,543,195

Class Code	AUTHORIZED PERSONNEL	ADOPTED FY 11-12		PROPOSED FY 12-13	
		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	6.00		6.00	
9260	Senior Maintenance Worker, P/T		3.00		3.00
	TOTAL	13.00	3.00	13.00	3.00

ENTERPRISE FUND

WATER ENTERPRISE - PWA		ACCOUNTING UNIT			
Miscellaneous Operating Expenses		06017642			
Account Code	LINE ITEM RESOURCES	ACTUAL FY 09-10	ACTUAL FY 10-11	ADOPTED FY 11-12	PROPOSED FY 12-13
62000	Utilities	1,180,815	1,253,078	1,181,000	0
	SUBTOTAL CONTRACTUAL	----- 1,180,815	----- 1,253,078	----- 1,181,000	----- 0
65040	Computer Service Charges	298,425	298,425	298,425	298,425
65205	Internal Departments Personnel Charges	200,000	200,000	390,000	0
65220	Treasury Service Charges	1,954,545	1,954,545	2,154,545	2,154,545
65500	General Fund Overhead	8,457,180	8,877,180	8,667,180	8,667,180
	SUBTOTAL CROSS CHARGES	----- 10,910,150	----- 11,330,150	----- 11,510,150	----- 11,120,150
68000	Transfer to Fund 11	0	0	0	0
	SUBTOTAL TRANSFER OUT	----- 0	----- 0	----- 0	----- 0
	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.</p>					

ENTERPRISE FUNDS

WATER ENTERPRISE - PWA
Water Quality & Measurement

PROGRAM
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 use efficiency and education programs.

The water quality monitoring program includes achieving 100% compliance with the regulations and monitoring schedules established by the California Department of Public Health, 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 15,000 students annually. The water use efficiency 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 10-11 & FY 11-12

FY 10-11

- * Continued coordination with Finance & Management Services 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.

FY 11-12

- * Acquired and outfitted trailer for large meter-testing
- * Increased the number of 1 1/2" and larger meter replacements.
- * Continued to enhance our preventive maintenance scheduling, with the assistance of the City's utility billing system.
- * Continued to provide water conservation materials and education for our customers.
- * Worked with Water Engineering to expand the IWater database to include water meter and backflow assembly information.

Action Plan for FY 12-13

- * Increase the number of meters replaced and tested.
- * Continue training of new personnel in large meter testing and Underground Service Alert.
- * Initiate a study to determine feasibility to of implementing an AMI metering system.
- * Continue to enhance preventive maintenance scheduling with the assistance of the City's utility billing system.
- * Continue to provide water use efficiency materials and educational for our customers.

PERFORMANCE MEASURES	Actual	Actual	Estimated	Objective
	FY 09-10	FY 10-11	FY 11-12	FY 12-13
Service Level				
# of water samples performed	9,500	9,356	9,895	10,000
# of water quality reports mailed	45,000	45,000	45,000	45,000
# of backflow tests performed	4,389	4,193	4,659	5,100
% of difference between production and sales	4	9	5	5
# of 1" and smaller meters replaced	1,709	1,299	1,752	2,000
# of 1 1/2" and 2" meters replaced	150	101	221	250
# of 3" and larger meters replaced	10	7	21	25
# of registers replaced	50	23	59	50
# of students educated	8,000	9,157	21,000	25,000
# of water audits performed	30	23	25	35
# of curb stops (valves) replaced	350	403	584	700
# of lids, covers, boxes replaced	800	757	1,097	1,000
# of USA (Dig Alert) tickets completed	6,156	6,812	6,500	6,700
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	92	92	92	95

ENTERPRISE FUND

WATER ENTERPRISE - PWA		ACCOUNTING UNIT			
Water Quality & Measurement		06017644			
Account Code	LINE ITEM RESOURCES	ACTUAL FY 09-10	ACTUAL FY 10-11	ADOPTED FY 11-12	PROPOSED FY 12-13
61000	Salaries Regular	600,079	535,804	648,920	589,680
61020	Salaries Part-Time	0	11,745	48,490	49,030
61040	Salaries Overtime	48,536	65,671	120,000	120,000
61100	Retirement-Employer Contribution	33,713	28,090	69,990	52,925
61110	Part-Time Retirement	0	440	0	0
61120	Medicare Insurance	4,271	6,194	6,990	8,205
61130	Health Insurance	74,900	91,073	111,145	101,675
61170	Retiree Health Benefits	31,133	31,718	6,870	5,400
61180	Workers Compensation Insurance	86,743	79,100	90,185	82,250
	SUBTOTAL PERSONNEL	879,376	849,836	1,102,590	1,009,165
62010	Communications	6,333	6,034	6,000	7,000
62120	Training, Transportation, Meetings	2,471	2,189	3,000	3,000
62140	Membership, Subscription, Dues	17,971	21,246	39,500	39,500
62300	Contract Services-Professional	74,300	93,811	364,490	365,000
62322	M & R Machinery & Equipment	59	1,920	2,500	5,000
	SUBTOTAL CONTRACTUAL	101,134	125,200	415,490	419,500
63001	Miscellaneous Operating Expenses	219,081	304,250	623,500	693,500
	SUBTOTAL COMMODITIES	219,081	304,250	623,500	693,500
65010	Rental City Equipment	48,880	62,700	61,930	56,935
65050	Information Systems Strategic Plan	45,675	45,675	45,675	45,675
65100	Insurance Charges	95,135	95,135	95,135	51,180
65400	Indirect Costs	27,947	37,100	31,140	63,870
	SUBTOTAL CROSS CHARGES	217,637	240,610	233,880	217,660
66400	Machinery & Equipment	0	235	10,000	55,000
66510	Computer Software	0	0	0	0
66600	Books, Records, Video	1,105	1,289	1,000	0
	SUBTOTAL CAPITAL	1,105	1,524	11,000	55,000
	TOTAL	1,418,333	1,521,421	2,386,460	2,394,825

Class Code	AUTHORIZED PERSONNEL	APPROVED FY 11-12		PROPOSED FY 12-13	
		Full Time	Part Time	Full Time	Part Time
2129	Principal Civil Engineer	0.30		0.30	
7756	Water Services Meter Repairer II	4.00		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		3.00		3.00
	TOTAL	8.30	3.00	8.30	3.00

ENTERPRISE FUNDS

WATER ENTERPRISE - PWA	PROGRAM			
Water Administration & Engineering	06017645			
Statement of Purpose				
<p><i>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.</i></p> <p>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 systems, 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.</p>				
Accomplishments in FY 10-11 & FY 11-12				
<u>FY 10-11</u>				
<ul style="list-style-type: none"> * 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 imprc * 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 system for field crews. 				
<u>FY 11-12</u>				
<ul style="list-style-type: none"> * Completed design of over 24,910 linear feet of water main replacements and 1,280 linear feet of sewer main. * Completed rehabilitation and lining of 13,110 linear feet of 6-inch and 8-inch sewer mains. * Completed construction of over 16,800 linear feet of water main improvements. * Completed construction of over 5,870 linear feet of sewer main improvements. * Completed design of Walnut Pump Station Facilities Upgrade Project. * Completed design of over 12,800 linear feet of sewer main. 				
Action Plan for FY 12-13				
<ul style="list-style-type: none"> * Continue coordination of water and sewer replacement projects with street paving projects. * Complete all water and sewer development plan checks on schedule. * Complete design of water and sewer main replacement projects. * Construct Walnut Pump Station Facilities Upgrade Project. * Construct San Lorenzo Sewer Lift Station Improvement Project. 				
PERFORMANCE MEASURES	Actual	Actual	Estimated	Objective
	FY 09-10	FY 10-11	FY 11-12	FY 12-13
Service Level				
Linear feet of water main designed	25,000	16,400	24,910	15,000
# of projects designed by consultants	4	3	3	2
# of development plan checks completed	30	150	200	100
Efficiency				
# of water main projects designed in coordination with street resurfacing projects	100	100	100	100
% of plan checks completed within 10 days	100	100	100	100
% of development projects with adequate water/ sewer system capacity	100	100	100	100

ENTERPRISE FUND

WATER ENTERPRISE - PWA		ACCOUNTING UNIT			
Water Administration & Engineering		06017644			
Account Code	LINE ITEM RESOURCES	ACTUAL FY 09-10	ACTUAL FY 10-11	ADOPTED FY 11-12	PROPOSED FY 12-13
61000	Salaries Regular	679,219	624,754	676,690	595,560
61020	Salaries Part-Time	47,852	39,430	70,565	72,360
61040	Salaries Overtime	0	2,337	2,500	5,000
61100	Retirement-Employer Contribution	44,647	32,339	75,225	58,695
61110	Part-Time Retirement	1,478	2,117	0	0
61120	Medicare Insurance	9,369	8,351	9,595	8,470
61130	Health Insurance	66,024	66,510	80,900	76,365
61170	Retiree Health Benefits	38,376	38,684	7,820	4,285
61180	Workers Compensation Insurance	10,587	8,565	9,200	8,050
	SUBTOTAL PERSONNEL	897,552	823,088	932,495	828,785
62010	Communications	6,917	7,279	6,500	6,500
62120	Training, Transportation, Meetings	1,861	545	3,000	6,000
62140	Membership, Subscription, Dues	9,188	12,650	13,000	15,500
62251	Other Agency Services	245	245	0	0
62300	Contract Services-Professional	216,126	235,150	325,000	425,000
62322	M & R Machinery & Equipment	0	0	3,090	5,000
	SUBTOTAL CONTRACTUAL	234,338	255,869	350,590	458,000
63001	Miscellaneous Operating Expenses	13,622	17,652	16,070	26,060
	SUBTOTAL COMMODITIES	13,622	17,652	16,070	26,060
65010	Rental City Equipment	30,095	30,095	33,215	19,495
65050	Information Systems Strategic Plan	81,780	81,780	81,780	81,780
65100	Insurance Charges	140,630	140,630	140,630	75,655
65240	Public Works Administrative Charges	2,508,780	2,245,550	2,282,785	1,875,445
65400	Indirect Costs	31,324	40,232	30,365	60,565
	SUBTOTAL CROSS CHARGES	2,792,609	2,538,287	2,568,775	2,112,940
66400	Machinery & Equipment	0	0	0	5,000
66510	Computer Software	0	0	0	0
66600	Books, Records, Video	23	147	1,000	0
	SUBTOTAL CAPITAL	23	147	1,000	5,000
	TOTAL	3,938,143	3,635,043	3,868,930	3,430,785
Class Code	AUTHORIZED PERSONNEL	ADOPTED FY 11-12		PROPOSED FY 12-13	
		Full Time	Part Time	Full Time	Part Time
2100	Assistant Engineer II	2.50		2.50	
1040	Associate Park & Landscape Planner	0.25		0.00	
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	5.00	4.00

ENTERPRISE FUNDS

WATER ENTERPRISE - PWA		PROGRAM		
Water Capital Construction		06617647		
Statement of Purpose				
<p><i>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.</i></p> <p>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 repair or replacement of City water production facilities.</p>				
Accomplishments in FY 10-11 & FY 11-12				
<p><u>FY 10-11</u> * Constructed 23,600 linear feet of water main improvements.</p> <p><u>FY 11-12</u> * Constructed 16,800 linear feet of water main improvements. * Constructed West Station Reservoir Pump Station improvements.</p>				
Action Plan for FY 12-13				
<p>* Construct water main replacement projects as described in the FY 2012-13 Capital Improvement Program. * Construct Walnut Reservoir Pump Station facilities upgrade.</p>				
PERFORMANCE MEASURES	Actual	Actual	Estimated	Objective
	FY 09-10	FY 10-11	FY 11-12	FY 12-13
<p>Service Level Water mains installed (linear feet)</p>	25,000	23,600	16,800	15,000

ENTERPRISE FUND

WATER ENTERPRISE - PWA		ACCOUNTING UNIT			
Water Capital Construction		06617647			
Account Code	LINE ITEM RESOURCES	ACTUAL FY 09-10	ACTUAL FY 10-11	ADOPTED FY 11-12	PROPOSED FY 12-13
65205	Internal Departments Personnel Charges	9,778	125,837	0	0
66220	Improvements Other Than Buildings	193,137	233,261	0	0
66301	Water Capital Projects	1,802,314	4,341,461	1,175,180	2,963,775
	SUBTOTAL CAPITAL	<u>2,005,228</u>	<u>4,700,560</u>	<u>1,175,180</u>	<u>2,963,775</u>
	TOTAL	<u><u>2,005,228</u></u>	<u><u>4,700,560</u></u>	<u><u>1,175,180</u></u>	<u><u>2,963,775</u></u>

**ENTERPRISE FUNDS
RESOURCE SUMMARY**

The Depot - PWA

ACTIVITIES	ACTUAL FY 09-10	ACTUAL FY 10-11	ADOPTED FY 11-12	PROPOSED FY 12-13
REVENUES				
53803 Rental - Conference Room	300	0	0	0
53805 Rental - Tres Estrellas De Oro	76,347	76,719	84,030	85,310
53806 Rental - Transportes Inter-California	74,331	74,326	90,380	91,760
53807 Rental - Casa Santa Fe	0	0	0	0
53808 Rental - Amtrak	31,836	26,800	32,160	32,485
53809 Rental - Lee Gift Shop	10,444	9,490	11,330	11,715
53810 Rental - Greyhound	68,430	55,525	67,770	68,530
53811 Rental - Express Café	28,799	25,961	28,840	29,305
	-----	-----	-----	-----
SUBTOTAL RENTAL INCOME	290,486	268,821	314,510	319,105
53801 CAM COSTS	32,713	9,500	11,400	11,400
53802 SA W.O.R.K. Center Use Fee	213,886	165,536	174,495	178,160
53812 Rental - County of Orange	96,224	113,251	113,250	113,840
53813 Rental - EDD/State of CA	78,590	74,460	92,085	89,390
53819 Rental - OCTA	1,650	0	1,705	1,730
	-----	-----	-----	-----
SUBTOTAL RENTAL GOV. ENTITIES	423,062	362,747	392,935	394,520
53815 Concession - Taxi Stand	72,155	57,662	74,115	83,415
53816 Concession - Telephones	2,694	1,655	2,400	2,425
53818 Concession - Vending Machines	4,003	(129)	3,000	3,160
	-----	-----	-----	-----
SUBTOTAL CONCESSIONS	78,852	59,188	79,515	89,000
53820 P Note - Express Café	200	0	2,400	2,400
57990 Miscellaneous Income	4,012	1,925	3,500	5,880
58000 Earning on Investments	2,688	4,236	0	0
59000-011 Transfer from Fund 011	389,255	277,000	200,000	0
	-----	-----	-----	-----
SUBTOTAL MISCELLANEOUS	396,154	283,160	602,770	8,280
TOTAL	1,188,554	973,916	1,191,295	810,905
	=====	=====	=====	=====
EXPENDITURES				
06718870 Depot Operations	991,417	900,782	1,389,730	1,052,905
	-----	-----	-----	-----
TOTAL	991,417	900,782	1,389,730	1,052,905
	=====	=====	=====	=====

ENTERPRISE FUND

THE DEPOT - PWA		PROGRAM		
Depot Operations		06717650		
Statement of Purpose				
<p><i>Provide Central Orange County with a safe and secure quality facility for rail, bus, and taxi services for commuter and long-distance travelers.</i></p> <p>This program provides and coordinates timely, responsive services to maintain leases with corporate, retail, and public organizations in the facility.</p>				
Accomplishments in FY 10-11 & FY 11-12				
<p><u>FY 10-11</u></p> <ul style="list-style-type: none"> * 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. <p><u>FY 11-12</u></p> <ul style="list-style-type: none"> * Completed video surveillance system project. * Repaired courtyard stairwell and viewing deck. * Developed and implemented emergency preparedness plan. * Developed a proposed parking management plan. 				
Action Plan for FY 12-13				
<ul style="list-style-type: none"> * Maximize tenant revenue by securing tenant for vacant suite and restructuring existing leases. * Implement parking management plan. 				
PERFORMANCE MEASURES	Actual	Actual	Estimated	Objective
	FY 09-10	FY 10-11	FY 11-12	FY 12-13
Efficiency				
Annual cost for facility and landscape maintenance (\$)	558,685	334,865	496,260	504,030
Annual cost for security services (\$)	199,745	221,985	234,185	234,185
Effectiveness				
Annual lease revenue (\$)	703,658	622,070	698,445	704,625
Annual concession revenue (\$)	79,077	59,187	79,515	89,000
Annual CAM revenue (\$)	47,027	9,500	11,400	11,400

ENTERPRISE FUND

THE DEPOT - PWA		ACCOUNTING UNIT			
Depot Operations		06717650			
Account Code	LINE ITEM RESOURCES	ACTUAL FY 09-10	ACTUAL FY 10-11	ADOPTED FY 11-12	PROPOSED FY 12-13
61000	Salaries Regular	80,647	0	0	0
61040	Salaries Overtime	18	0	0	0
61100	Retirement-Employer Contribution	4,819	0	0	0
61120	Medicare Insurance	1,066	0	0	0
61130	Health Insurance	10,589	0	0	0
61170	Retiree Health Benefits	5,104	0	0	0
61180	Workers Compensation Insurance	924	0	0	0
	SUBTOTAL PERSONNEL	103,167	0	0	0
62000	Utilities	203,220	214,402	226,165	229,885
62010	Communications	15,147	17,941	15,140	11,400
62012	Cellular Phone Charges	275	0	1,200	1,200
62120	Training, Transportation, Meetings	59	0	100	0
62200	Advertising	0	0	1,000	0
62300	Contract Services-Professional	254,018	232,767	259,450	247,060
62310	Janitorial & Housekeeping	147,036	165,660	200,900	193,250
62320	M & R Buildings & Grounds	187,531	182,681	258,620	253,645
62322	M & R Machinery & Equipment	280	0	15,000	10,000
	SUBTOTAL CONTRACTUAL	807,567	813,452	977,575	946,440
63001	Miscellaneous Operating Expenses	35,941	9,550	29,510	28,500
63200	Oper M & S Bldgs/Grounds	0	0	0	0
	SUBTOTAL COMMODITIES	35,941	9,550	29,510	28,500
65010	Rental City Equipment	7,580	0	0	0
65050	Information Systems Strategic Plan	10,080	10,080	10,080	10,080
65100	Insurance Charges	2,100	2,100	2,100	1,130
65205	Internal Departments Personnel Charges	13,850	13,850	13,850	13,850
65240	Public Works Admin Charge	0	51,750	51,885	52,905
65400	Indirect Costs	11,132	0	0	0
	SUBTOTAL CROSS CHARGES	44,742	77,780	77,915	77,965
66220	Improvements Other Than Building	0	0	304,730	0
	SUBTOTAL CAPITAL	0	0	304,730	0
	TOTAL	991,417	900,782	1,389,730	1,052,905

**ENTERPRISE FUND
RESOURCE SUMMARY**

SANITATION ENTERPRISE

ACTIVITIES		ACTUAL FY 09-10	ACTUAL FY 10-11	ADOPTED FY 11-12	PROPOSED FY 12-13
REVENUES					
53702	Graffiti Restitution-Courts	32,106	35,304	30,000	35,000
53710	Abatement Control Charges	87,774	81,348	60,000	70,000
53719	Sanitation Charge	7,860,200	7,875,803	7,850,000	7,875,000
57005	Expense Reimb-Floral Park Assn	0	21,689	0	0
57010	Miscellaneous Recoveries	828	3,479	0	1,000
57993	Write Off Collections	(35,145)	(15,890)	0	0
58000	Earning on Investment	20,217	16,609	10,000	10,000
	TOTAL REVENUES	<u>7,965,979</u>	<u>8,018,342</u>	<u>7,950,000</u>	<u>7,991,000</u>
EXPENDITURES					
06817640	Environmental Sanitation	313,782	273,975	1,110,035	1,504,565
06817641	Roadway Cleaning	3,082,402	3,420,995	4,314,920	2,837,170
06817642	Graffiti Abatement	2,381,710	2,240,829	1,539,085	1,711,455
06817643	Street Trees	2,215,182	2,443,721	2,797,050	3,013,295
	TOTAL EXPENDITURES	<u>7,993,076</u>	<u>8,379,520</u>	<u>9,761,090</u>	<u>9,066,485</u>
OPERATING EXPENSE		ACTUAL FY 09-10	ACTUAL FY 10-11	ADOPTED FY 11-12	PROPOSED FY 12-13
61000	Personnel	3,939,058	3,904,509	4,413,260	3,316,740
62000	Contractual	1,339,865	1,358,840	2,155,330	2,710,190
63000	Commodities	176,106	136,322	111,570	83,560
65000	Cross Charges	2,601,743	2,979,849	3,080,930	2,050,340
66000	Capital	0	0	0	0
69000	Miscellaneous Expenditures	0	0	0	905,655
	TOTAL	<u>8,056,772</u>	<u>8,379,520</u>	<u>9,761,090</u>	<u>9,066,485</u>
Class Code	AUTHORIZED PERSONNEL	APPROVED FY 11-12		PROPOSED FY 12-13	
		Full Time	Part Time	Full Time	Part Time
2240	Construction Inspector I	0.00		0.50	
0440	Equipment Operator	5.00		4.00	
4250	Equipment Operator - Motor Sweeper	4.00		3.00	
4240	Equipment Operator - Street	2.00		1.00	
4060	Maintenance Worker II	11.00		11.00	
3900	Parking Control Officer	6.00		0.00	
6140	Projects Manager	2.00		2.00	
4040	Public Works Crew Leader	3.00		2.00	
4430	Public Works Maintenance Manager	1.00		1.00	
2210	Sanitation Inspector II	0.75		1.25	
4360	Street Maintenance Supervisor	1.75		2.25	
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		0.00
9070	Senior Clerical Aide, P/T		3.00		3.00
9240	Senior Maintenance Aide I, P/T		7.25		7.50
9400	Senior Program Leader, P/T		4.00		0.00
	TOTAL	<u>41.50</u>	<u>15.25</u>	<u>33.00</u>	<u>10.50</u>

ENTERPRISE FUND

SANITATION ENTERPRISE - PWA		PROGRAM		
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 10-11 & FY 11-12				
<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. <p><u>FY 11-12</u></p> <ul style="list-style-type: none"> * Awarded weed and rubbish abatement contract and included chemical weed spraying which resulted in reducing the frequency of lots requiring abatement and allowed for fund savings to be focused on additional * Worked with the Orange County District Attorney's Office in assisting with locating and holding responsible the owners of illegal signs which advertise solely by phone number. 				
Action Plan for FY 12-13				
<ul style="list-style-type: none"> * Research new development and subdivision permit records to ensure collection of City sanitation fees. * Focus efforts on cleaning right-of-way areas where street sweepers have limitations in cleaning debris. * Provide assistance to the roadway cleaning program with sweeper debris disposal clean-up. 				
PERFORMANCE MEASURES	Actual	Actual	Estimated	Objective
	FY 09-10	FY 10-11	FY 11-12	FY 12-13
Service Level				
# of parcel abatement postings	1,300	984	750	1,000
# of abatement incidents				
Cleaned by property owner	1,050	944	723	970
Cleaned by City contractor	85	40	27	30
City-owned vacant lots cleaned by contractors	265	196	174	180
# of illegally dumped items removed from alleys, parkways, and public rights of way by Waste Management and City staff	19,500	22,000	45,000	44,000
# of FOG and NPDES inspections	720	84	125	260
# of inspections for residential trash cart inspection program	230	108	63	100
# of inspections for parkway rubbish/obstruction	1,100	1,095	553	800
# of illegal signs removed from public right of way	5,800	19,448	9,800	10,000

ENTERPRISE FUND

SANITATION ENTERPRISE
Environmental Sanitation

ACCOUNTING UNIT
06817640

Account Code	LINE ITEM RESOURCES	ACTUAL	ACTUAL	ADOPTED	PROPOSED
		FY 09-10	FY 10-11	FY 11-12	FY 12-13
61000	Salaries Regular	123,537	117,012	392,240	679,690
61020	Salaries Part-Time	5,536	2,948	69,805	73,760
61040	Salaries Overtime	2,914	1,895	3,000	4,000
61100	Retirement-Employer Contribution	8,678	5,919	43,305	59,515
61110	Part-Time Retirement	0	104	0	0
61120	Medicare Insurance	1,413	1,461	3,630	6,555
61130	Health Insurance	11,030	9,713	67,035	153,350
61170	Retiree Health Benefits	6,712	7,046	3,920	6,795
61180	Workers Compensation Insurance	5,243	5,184	50,940	88,305
	SUBTOTAL PERSONNEL	165,063	151,281	633,875	1,071,970
62010	Communications	3,294	3,251	7,500	7,500
62120	Training, Transportation, Meetings	0	700	500	500
62140	Membership, Subscription, Dues	0	189	500	500
62251	Other Agency Services	221	244	0	0
62300	Contract Services-Professional	102,493	57,158	133,420	118,570
62322	M & R Machinery & Equipment	0	0	500	500
	SUBTOTAL CONTRACTUAL	106,008	61,541	142,420	127,570
63001	Miscellaneous Operating Expenses	11,248	14,563	19,570	17,560
63301	Alternative Fuel-CNG	59	0	0	0
	SUBTOTAL COMMODITIES	11,307	14,563	19,570	17,560
65010	Rental City Equipment	25,715	23,435	279,730	177,035
65240	Public Works Admin Charge	0	15,760	15,605	42,260
65400	Indirect Costs	5,689	7,395	18,835	68,170
	SUBTOTAL CROSS CHARGES	31,404	46,590	314,170	287,465
66400	Machinery & Equipment	0	0	0	0
	SUBTOTAL CAPITAL	0	0	0	0
	TOTAL	313,782	273,975	1,110,035	1,504,565
Class Code	AUTHORIZED PERSONNEL	ADOPTED FY 11-12		PROPOSED FY 12-13	
		Full Time	Part Time	Full Time	Part Time
2240	Construction Inspector I	0.00		0.50	
0440	Equipment Operator	1.00		2.00	
4250	Equipment Operator - Motor Sweeper	0.00		3.00	
4240	Equipment Operator - Street	1.00		1.00	
4060	Maintenance Worker II	1.00		1.00	
6140	Projects Manager	0.50		0.50	
4040	Public Works Crew Leader	1.00		1.00	
2210	Sanitation Inspector II	0.75		1.25	
4360	Street Maintenance Supervisor	0.25		0.25	
9240	Senior Maintenance Aide I, P/T		5.25		5.50
	TOTAL	5.50	5.25	10.50	5.50

ENTERPRISE FUND

SANITATION ENTERPRISE - PWA	PROGRAM			
Roadway Cleaning	06817641			
Statement of Purpose				
<i>Provide quality street sweeping services to ensure the cleanliness and attractive appearance of the community.</i>				
Accomplishments in FY 10-11 & FY 11-12				
<u>FY 10-11</u>				
<ul style="list-style-type: none"> * Researched and developed an action plan to replace employees retiring in 2010-11, using a combination of options such as contracting arterial or residential sweeping, promoting employees, and/or hiring employees. * Continued to coordinate arterial sidewalk operations with street sweeping schedule and looked to develop improvements. * Continued to coordinate street sweeping operations with 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. 				
<u>FY 11-12</u>				
<ul style="list-style-type: none"> * Expanded sidewalk cleaning program and established a right-of-way schedule to ensure weekly cleaning. * Processed Request for Proposals for street sweeping services and contracted to provide citywide services. Will include GPS tracking software to assist with resolving citizen request and improving efficiency. * Continued Downtown sweeping six days a week and determined that reducing the sweeping service level to 5 days a week when sweeping contract becomes effective would be negligible. 				
Action Plan for FY 12-13				
<ul style="list-style-type: none"> * Implement street sweeping contract services to provide citywide sweeping services. * Ensure that street sweeping contractor sweeps posted sweeping schedules continuously and effectively. 				
PERFORMANCE MEASURES	Actual	Actual	Estimated	Objective
	FY 09-10	FY 10-11	FY 11-12	FY 12-13
Service Level				
Arterial and residential streets (in curb miles)	61,000	50,000	50,000	50,000
Downtown streets (in curb miles)	4,100	4,100	4,100	2,900
Debris disposal (in cubic yards)	32,825	31,700	31,000	31,000
Frequency of Service				
Downtown area	Nightly	Nightly	6 x Week	5 x Week
Commercial-industrial area	Weekly	1 x Month	1 x Month	1 x Month
Residential streets	Weekly	Weekly	Weekly	Weekly
Arterial streets	Weekly	Weekly	Weekly	Weekly
Median curbs	2 x Month	1 x Month	1 x Month	1 x Month
Arterial sidewalks	Weekly	Weekly	Weekly	Weekly

ENTERPRISE FUND

SANITATION ENTERPRISE		ACCOUNTING UNIT			
Roadway Cleaning		06817640			
Account Code	LINE ITEM RESOURCES	ACTUAL FY 09-10	ACTUAL FY 10-11	ADOPTED FY 11-12	PROPOSED FY 12-13
61000	Salaries Regular	1,041,537	1,246,541	1,520,235	484,765
61020	Salaries Part-Time	52,209	55,126	0	0
61040	Salaries Overtime	21,317	28,415	25,000	5,000
61100	Retirement-Employer Contribution	56,327	68,743	165,975	43,465
61110	Part-Time Retirement	0	1,523	0	0
61120	Medicare Insurance	6,286	10,339	13,725	4,735
61130	Health Insurance	178,567	246,093	306,865	86,355
61170	Retiree Health Benefits	13,142	49,075	14,800	4,050
61180	Workers Compensation Insurance	126,774	128,330	149,360	51,510
	SUBTOTAL PERSONNEL	1,496,158	1,834,185	2,195,960	679,880
62010	Communications	7,912	10,058	8,500	5,000
62120	Training, Transportation, Meetings	0	19	500	500
62140	Membership, Subscription, Dues	75	114	500	500
62300	Contract Services-Professional	81,727	56,254	527,110	1,228,745
62322	M & R Machinery & Equipment	4	0	500	500
	SUBTOTAL CONTRACTUAL	89,718	66,445	537,110	1,235,245
63001	Miscellaneous Operating Expenses	30,839	12,442	25,500	2,500
	SUBTOTAL COMMODITIES	30,839	12,442	25,500	2,500
65010	Rental City Equipment	883,800	778,805	970,850	70,205
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	95,405
65205	Internal Department Personnel Charges	100,000	100,000	100,000	0
65230	Hearing Officer Charges	5,000	5,000	5,000	5,000
65240	Public Works Admin Charges	0	127,010	0	164,270
65400	Indirect Costs	56,685	79,188	62,580	44,080
	SUBTOTAL CROSS CHARGES	1,463,405	1,507,923	1,556,350	619,545
66400	Machinery & Equipment	2,282	0	0	0
	SUBTOTAL CAPITAL	2,282	0	0	0
69001	Reserve for Appropriation	0	0	0	300,000
	SUBTOTAL MISCELLANEOUS	0	0	0	300,000
	TOTAL	3,082,402	3,420,995	4,314,920	2,837,170

Class Code	AUTHORIZED PERSONNEL	ADOPTED FY 11-12		PROPOSED FY 12-13	
		Full Time	Part Time	Full Time	Part Time
0440	Equipment Operator	3.00		0.00	
4250	Equipment Operator - Motor Sweeper	4.00		0.00	
4240	Equipment Operator - Street	1.00		0.00	
4060	Maintenance Worker II	4.00		4.00	
3900	Parking Control Officer	6.00		0.00	
6140	Projects Manager	0.50		0.50	
4040	Public Works Crew Leader	1.00		0.00	
4430	Public Works Maintenance Manager	0.50		0.50	
4360	Street Maintenance Supervisor	1.00		1.00	
4160	Street Painter	1.00		1.00	
	TOTAL	22.00	0.00	7.00	0.00

ENTERPRISE FUND

SANITATION ENTERPRISE - PWA		PROGRAM		
Graffiti Abatement		06817642		
Statement of Purpose				
<i>Ensure that all properties in the city are kept free of graffiti.</i>				
Accomplishments in FY 10-11 & FY 11-12				
<p><u>FY 10-11</u></p> <ul style="list-style-type: none"> * 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. <p><u>FY 11-12</u></p> <ul style="list-style-type: none"> * Integrated real-time data tracking into graffiti hotline system. * Implemented graffiti contract with Graffiti Protective Coatings. * Continued coordination of graffiti abatement efforts with PRCS, Community Preservation, and SAPD via the City's Graffiti Task Force. * Ensured that all calls to the graffiti hotline are responded to within 48 hours. 				
Action Plan for FY 12-13				
<ul style="list-style-type: none"> * Evaluate contractors' schedule to ensure maximum time abating graffiti and minimal amount of time driving. * Schedule two community paint-out days. * Publicly unveil app-order to the community. * Continue coordination of graffiti abatement efforts with PRCS, Community Preservation, and SAPD via the Graffiti Task Force. 				
PERFORMANCE MEASURES	Actual	Actual	Estimated	Objective
	FY 09-10	FY 10-11	FY 11-12	FY 12-13
Service Level				
By City crews	2,990,890	2,239,982	N/A	N/A
By Contractor	1,520,980	2,952,740	6,100,000	6,000,000
# of graffiti locations cleaned				
By City crews	100,660	88,353	N/A	N/A
By contractor	67,100	54,728	122,153	120,000
Total painted	4,060,600	4,673,344	5,490,000	540,000
Total water-blasted	451,270	519,378	610,000	600,000
# of signs (graffiti removal)	10,716	8,044	5,372	6,000

ENTERPRISE FUND

SANITATION ENTERPRISE		ACCOUNTING UNIT			
Graffiti Abatement		06817642			
Account Code	LINE ITEM RESOURCES	ACTUAL FY 09-10	ACTUAL FY 10-11	ADOPTED FY 11-12	PROPOSED FY 12-13
61000	Salaries Regular	740,542	600,127	96,060	127,545
61020	Salaries Part-Time	28,270	46,369	86,560	33,645
61040	Salaries Overtime	9,151	7,285	800	1,000
61100	Retirement-Employer Contribution	49,299	31,359	11,285	11,910
61110	Part-Time Retirement	697	1,739	0	0
61120	Medicare Insurance	8,319	7,377	1,905	2,335
61130	Health Insurance	127,597	104,295	17,860	27,715
61170	Retiree Health Benefits	43,169	35,204	960	1,275
61180	Workers Compensation Insurance	82,368	62,862	6,755	11,595
	SUBTOTAL PERSONNEL	1,089,411	896,616	222,185	217,020
62010	Communications	7,125	6,218	1,000	5,000
62120	Training, Transportation, Meetings	0	302	100	100
62140	Membership, Subscription, Dues	72	158	50	200
62300	Contract Services-Professional	379,568	380,085	628,430	628,430
62321	M & R Improvements	0	0	0	0
62322	M & R Machinery & Equipment	0	0	0	0
	SUBTOTAL CONTRACTUAL	386,764	386,763	629,580	633,730
63001	Miscellaneous Operating Expenses	89,370	63,980	9,000	6,000
	SUBTOTAL COMMODITIES	89,370	63,980	9,000	6,000
65010	Rental City Equipment	164,010	155,756	25,345	6,740
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	79,675
65205	Internal Departments Personnel Charges	326,085	237,500	245,000	245,000
65220	Treasury Services Charge	72,330	72,330	72,330	72,330
65240	Public Works Admin Charges	0	168,175	107,990	58,590
65400	Indirect Costs	33,515	39,484	7,430	14,595
	SUBTOTAL CROSS CHARGES	816,165	893,470	678,320	549,050
69001	Reserve for Appropriation	0	0	0	305,655
	SUBTOTAL MISCELLANEOUS	0	0	0	305,655
	TOTAL	2,381,710	2,240,829	1,539,085	1,711,455

Class Code	AUTHORIZED PERSONNEL	ADOPTED FY 11-12		PROPOSED FY 12-13	
		Full Time	Part Time	Full Time	Part Time
4060	Maintenance Worker II	0.00		0.00	
6140	Projects Manager	0.50		0.50	
4040	Public Works Crew Leader	0.00		0.00	
4430	Public Works Maintenance Manager	0.00		0.00	
4360	Street Maintenance Supervisor	0.50		1.00	
9060	Clerical Aide, P/T		1.00		0.00
9070	Senior Clerical Aide, P/T		2.00		2.00
9400	Senior Program Leader, P/T		4.00		0.00
	TOTAL	1.00	7.00	1.50	2.00

ENTERPRISE FUND

SANITATION ENTERPRISE - PWA Street Trees	PRGORAM 06817643																																								
Statement of Purpose																																									
<i>Maintain and upgrade the city's urban forest of 64,350 trees.</i>																																									
Accomplishments in FY 10-11 & FY 11-12																																									
<p><u>FY 10-11</u></p> <ul style="list-style-type: none"> * 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. <p><u>FY 11-12</u></p> <ul style="list-style-type: none"> * Completed the Mayor's 800 Trees Planting Program. * Trimmed 11,650 trees using City and contractor crews. * Received 246 trees from Irvine Ranch Water District for the Santa Ana Nursery. * Reviewed tree removal policy with ETAC, and updated the process. 																																									
Action Plan for FY 12-13																																									
<ul style="list-style-type: none"> * Develop and implement a 15-gallon planting standard. * Work with the Environmental Transportation Advisory Committee to find a location for a landmark tree and raise funds for the cost of installation. * Continue planting replacement trees in wells when trees fail or are destroyed accidentally by vehicles. * Continue obtaining trees from Irvine Ranch Water District and other sources for the Santa Ana Nursery. * Research app-order for integration with West Coast Arborist and tree trimming staff for putting daily work sheets directly into the program. 																																									
PERFORMANCE MEASURES	<table border="1" style="width: 100%; border-collapse: collapse;"> <thead> <tr> <th style="text-align: center;">Actual</th> <th style="text-align: center;">Actual</th> <th style="text-align: center;">Estimated</th> <th style="text-align: center;">Objective</th> </tr> <tr> <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> <th style="text-align: center;">FY 12-13</th> </tr> </thead> <tbody> <tr> <td style="text-align: center;">12,819</td> <td style="text-align: center;">19,286</td> <td style="text-align: center;">13,835</td> <td style="text-align: center;">16,935</td> </tr> <tr> <td style="text-align: center;">277</td> <td style="text-align: center;">445</td> <td style="text-align: center;">830</td> <td style="text-align: center;">100</td> </tr> <tr> <td style="text-align: center;">459</td> <td style="text-align: center;">321</td> <td style="text-align: center;">174</td> <td style="text-align: center;">250</td> </tr> <tr> <td style="text-align: center;">30,039</td> <td style="text-align: center;">24,601</td> <td style="text-align: center;">25,000</td> <td style="text-align: center;">25,000</td> </tr> <tr> <td style="text-align: center;">3,198</td> <td style="text-align: center;">1,852</td> <td style="text-align: center;">2,000</td> <td style="text-align: center;">2,000</td> </tr> <tr> <td style="text-align: center;">1,262</td> <td style="text-align: center;">1,928</td> <td style="text-align: center;">1,383</td> <td style="text-align: center;">1,693</td> </tr> <tr> <td style="text-align: center;">28</td> <td style="text-align: center;">26</td> <td style="text-align: center;">22</td> <td style="text-align: center;">20</td> </tr> <tr> <td style="text-align: center;">12</td> <td style="text-align: center;">23</td> <td style="text-align: center;">12</td> <td style="text-align: center;">12</td> </tr> </tbody> </table>	Actual	Actual	Estimated	Objective	FY 09-10	FY 10-11	FY 11-12	FY 12-13	12,819	19,286	13,835	16,935	277	445	830	100	459	321	174	250	30,039	24,601	25,000	25,000	3,198	1,852	2,000	2,000	1,262	1,928	1,383	1,693	28	26	22	20	12	23	12	12
Actual	Actual	Estimated	Objective																																						
FY 09-10	FY 10-11	FY 11-12	FY 12-13																																						
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# of trees trimmed	12,819	19,286	13,835	16,935																																					
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# of trees watered	30,039	24,601	25,000	25,000																																					
# of trees sprayed	3,198	1,852	2,000	2,000																																					
# of structural trims done on young trees*	1,262	1,928	1,383	1,693																																					
# of tree petition requests	28	26	22	20																																					
# of liability claims processed	12	23	12	12																																					
*Trees with trunk diameter of 9 inches or less																																									

ENTERPRISE FUND

SANITATION ENTERPRISE		ACCOUNTING UNIT			
Street Trees		06817643			
Account Code	LINE ITEM RESOURCES	ACTUAL FY 09-10	ACTUAL FY 10-11	ADOPTED FY 11-12	PROPOSED FY 12-13
61000	Salaries Regular	622,839	642,291	881,330	867,885
61020	Salaries Part-Time	15,571	37,689	40,765	43,155
61040	Salaries Overtime	16,703	14,915	12,000	12,000
61100	Retirement-Employer Contribution	40,406	31,998	94,335	77,070
61110	Part-Time Retirement	482	1,413	0	0
61120	Medicare Insurance	7,509	7,043	9,155	11,165
61130	Health Insurance	145,331	155,352	205,515	220,955
61170	Retiree Health Benefits	33,922	36,519	9,425	7,880
61180	Workers Compensation Insurance	91,881	95,207	108,715	107,760
	SUBTOTAL PERSONNEL	974,644	1,022,427	1,361,240	1,347,870
62010	Communications	12,221	13,914	15,000	10,000
62120	Training, Transportation, Meetings	1,770	2,036	800	1,000
62140	Membership, Subscription, Dues	599	690	1,300	1,300
62300	Contract Services-Professional	26,922	11,754	74,420	699,345
62321	M & R Improvements	740,281	813,813	750,700	0
62322	M & R Machinery & Equipment	898	1,882	4,000	2,000
	SUBTOTAL CONTRACTUAL	782,691	844,091	846,220	713,645
63001	Miscellaneous Operating Expenses	42,705	39,111	57,500	57,500
63100	Uniforms & Tools	9,552	6,225	0	0
	SUBTOTAL COMMODITIES	52,257	45,337	57,500	57,500
65010	Rental City Equipment	232,365	235,517	239,160	286,680
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	31,405
65240	Public Works Admin Charges	0	109,210	110,090	106,485
65400	Indirect Costs	28,216	42,129	37,830	83,075
	SUBTOTAL CROSS CHARGES	405,591	531,866	532,090	594,280
66400	Machinery & Equipment	0	0	0	0
	SUBTOTAL CAPITAL	0	0	0	0
69011	Reserve For Appropriation	0	0	0	300,000
	SUBTOTAL MISCELLANEOUS	0	0	0	300,000
	TOTAL	2,215,182	2,443,721	2,797,050	3,013,295

Class Code	AUTHORIZED PERSONNEL	ADOPTED FY 11-12		PROPOSED FY 12-13	
		Full Time	Part Time	Full Time	Part Time
0440	Equipment Operator	1.00		2.00	
4060	Maintenance Worker II	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	
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		2.00		2.00
	TOTAL	13.00	3.00	14.00	3.00

**ENTERPRISE FUND
RESOURCE SUMMARY**

REFUSE COLLECTION

ACTIVITIES	ACTUAL FY 09-10	ACTUAL FY 10-11	ADOPTED FY 11-12	PROPOSED FY 12-13	
REVENUES					
50052 Refuse Contract Program Surcharge	4,899,200	5,306,199	5,037,000	5,400,000	
52025 State Grants - Direct	99,317	209,528	280,125	180,035	
53718 Refuse Collection Charge	8,694,659	9,434,027	9,759,000	10,000,000	
57010 Miscellaneous Recoveries	1,388,913	1,507,703	1,476,500	1,351,500	
57993 Write Off Collections	(94,053)	(29,451)	(65,000)	(65,000)	
58000 Earning on Investment	12,391	10,970	6,000	8,000	
TOTAL REVENUES	<u>15,000,428</u>	<u>16,438,975</u>	<u>16,493,625</u>	<u>16,874,535</u>	
EXPENDITURES					
06917640 Refuse Collection	16,715,843	15,326,698	17,468,625	18,724,535	
TOTAL EXPENDITURES	<u>16,715,843</u>	<u>15,326,698</u>	<u>17,468,625</u>	<u>18,724,535</u>	
OPERATING EXPENSE	ACTUAL FY 09-10	ACTUAL FY 10-11	ADOPTED FY 11-12	PROPOSED FY 12-13	
61000 Personnel	147,572	255,898	286,840	261,420	
62000 Contractual	7,401,077	7,293,682	8,594,040	8,878,310	
63000 Commodities	446	9,106	3,000	3,000	
65000 Cross Charges	9,166,748	7,768,012	7,892,125	7,657,440	
69000 Miscellaneous Expenditures	0	0	692,620	1,924,365	
TOTAL	<u>16,715,843</u>	<u>15,326,698</u>	<u>17,468,625</u>	<u>18,724,535</u>	
Class Code	AUTHORIZED PERSONNEL	ADOPTED FY 11-12		PROPOSED FY 12-13	
		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		0.25		0.25
	TOTAL	<u>3.00</u>	<u>0.25</u>	<u>3.00</u>	<u>0.25</u>

ENTERPRISE FUND

REFUSE COLLECTION ENTERPRISE - PWA		PROGRAM		
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 10-11 & FY 11-12				
<p><u>FY 10-11</u></p> <ul style="list-style-type: none"> * Continued to monitor/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. <p><u>FY 11-12</u></p> <ul style="list-style-type: none"> * Continued to promote recycling programs and provide educational information on the City's green programs. * Continued to monitor and promote the used oil collection grant program and the universal waste collection grant * Continued to implement Notice of Contamination program to decrease contamination in residential recycling. * Planned and coordinated household waste collection event and oil filter exchange month. * Continued promoting the sharps recycling program and implemented "Recycle Right Challenge" to reward proper recycling. 				
Action Plan for FY 12-13				
<ul style="list-style-type: none"> * Continue to promote recycling programs and provide educational information on the City's green programs. * Encourage food waste composting through service provider as new site is operational. * Implement public education program for mandatory commercial recycling required by AB341. * Continue to implement Notice of Contamination program to decrease contamination in residential recycling * Continue to promote Recycle Right Challenge to reward proper recycling. 				
PERFORMANCE MEASURES	Actual	Actual	Estimated	Objective
	FY 09-10	FY 10-11	FY 11-12	FY 12-13
Service Level				
# of curbside customers	41,992	41,989	42,004	42,004
# of refuse cans collected weekly on arterials	860	860	750	750
# of multifamily/commercial and industrial customers	4,599	4821	4,548	4,548
Efficiency	<u>CY 2009</u>	<u>CY 2010</u>	<u>CY 2011</u>	<u>CY 2012</u>
Tons of trash disposed	307,628	300,288	325,000	325,000
Diversion goal: lbs./person	<7.5	<7.5	<7.5	<7.5
Diversion actual: lbs./person	4.7	5.0	5.2	5.2
Gallons of used motor oil recycled	6,083	5,426	4,815	4,815
Used motor oil filters recycled	2,436	1,951	2,081	2,080

ENTERPRISE FUND

REFUSE COLLECTION ENTERPRISE		ACCOUNTING UNIT			
Refuse Collection		06917640			
Account Code	LINE ITEM RESOURCES	ACTUAL FY 09-10	ACTUAL FY 10-11	ADOPTED FY 11-12	PROPOSED FY 12-13
61000	Salaries Regular	111,541	174,309	203,005	184,610
61020	Salaries Part-Time	0	13,860	2,870	3,015
61040	Salaries Overtime	2,103	1,310	500	500
61100	Retirement-Employer Contribution	6,801	9,494	21,165	15,525
61110	Part-Time Retirement	0	104	0	0
61120	Medicare Insurance	696	2,193	2,425	2,720
61130	Health Insurance	12,453	27,656	37,665	37,305
61170	Retiree Health Benefits	6,094	10,027	2,030	1,845
61180	Workers Compensation Insurance	7,884	16,946	17,180	15,900
	SUBTOTAL PERSONNEL	147,572	255,898	286,840	261,420
62120	Training, Transportation, Meetings	0	286	600	600
62300	Contract Services-Professional	7,401,077	7,293,396	8,593,440	8,877,710
	SUBTOTAL CONTRACTUAL	7,401,077	7,293,682	8,594,040	8,878,310
63001	Miscellaneous Operating Expenses	446	9,106	3,000	3,000
	SUBTOTAL COMMODITIES	446	9,106	3,000	3,000
65010	Rental City Equipment	15,795	15,795	15,790	10,115
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	219,025
65205	Internal Departments Personnel Charges	900,000	300,000	300,000	0
65220	Treasury Services Charge	53,020	53,020	53,020	53,020
65240	Public Works Administrative Charges	1,129,760	699,460	826,680	665,025
65300	Contract Program Surcharge	5,047,365	4,672,365	4,672,365	4,972,365
65310	Program Savings Recovery	1,239,325	1,239,325	1,239,325	1,351,500
65400	Indirect Costs	4,898	11,462	8,360	16,930
	SUBTOTAL CROSS CHARGES	9,166,748	7,768,012	7,892,125	7,657,440
67300	Bond Principal	0	0	0	0
	SUBTOTAL DEBT SERVICE	0	0	0	0
69011	Reserve for Appropriation	0	0	692,620	1,924,365
	SUBTOTAL MISCELLANEOUS	0	0	692,620	1,924,365
	TOTAL OPERATING	16,715,843	15,326,698	17,468,625	18,724,535
Class Code	AUTHORIZED PERSONNEL	ADOPTED FY 11-12		PROPOSED FY 12-13	
		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		0.25		0.25
	TOTAL	3.00	0.25	3.00	0.25

CAPITAL FUND SUMMARY

DEPARTMENT/ AGENCY	Actual FY 10-11	Adopted FY 11-12	Proposed FY 12-13	% of FY 12-13 Total	Increase (Decrease) Over Prior Year 11-12 to 12-13	
					In \$	In %
REVENUES						
28 Traffic Congestion Relief Fund	834,292	0	0	N/A	0	N/A
30 Prop. 1B Infrastructure Bond	1,026,907	400,000	1,600,000	5.4%	1,200,000	300.0%
32 Measure M	4,303,979	4,423,420	6,404,150	21.5%	1,980,730	44.8%
33 - 49 Transportation Area Funds	337,534	3,550,000	16,500	0.1%	(3,533,500)	-99.5%
55 Sewer Connection Project	481,151	2,000,000	5,500,000	18.4%	3,500,000	175.0%
58 Residential Street Improvement	15,122,055	0	0	N/A	0	N/A
59 Select Street Construction	21,444,025	9,207,585	2,211,335	7.4%	(6,996,250)	-76.0%
161 State Capital Grants Fund	717,795	4,400,000	5,000,000	16.8%	600,000	13.6%
169 Habitat Conservation Fund	560,619	62,500	0	N/A	(62,500)	-100.0%
172 State Recreation Trails Program	48,000	550,000	0	N/A	(550,000)	-100.0%
201 - 226 Drainage Assessment	85,441	0	0	N/A	0	N/A
301 Park Acquisition & Dev.	257,745	522,250	79,500	0.3%	(442,750)	-84.8%
400 Police Building Debt Service	8,769,623	9,079,575	9,000,105	30.2%	(79,470)	-0.9%
	53,989,167	34,195,330	29,811,590	100.0%	(4,383,740)	-12.8%
EXPENDITURES BY DEPARTMENT						
Public Works Agency						
28 Traffic Congestion Relief Fund	3,982,553	0	0	N/A	0	N/A
30 Prop. 1B Infrastructure Bond	3,535,874	400,000	1,600,000	5.4%	1,200,000	300.0%
32 Measure M	10,679,512	4,423,420	6,404,150	21.5%	1,980,730	44.8%
33 to 49 Transportation Area Funds	320,183	3,550,000	16,500	0.1%	(3,533,500)	-99.5%
55-532 Sewer Connection Project	291,507	2,000,000	5,500,000	18.4%	3,500,000	175.0%
58-Var Residential Street Improvement	14,011,524	0	0	N/A	0	N/A
59-551 Select Street Construction	18,184,390	9,207,585	2,211,335	7.4%	(6,996,250)	-76.0%
Total	51,005,543	19,581,005	15,731,985	100.0%	(3,849,020)	-19.7%
Non-Departmental						
400 Police Building Debt Service	9,105,412	9,079,575	9,520,625	31.9%	441,050	4.9%
Total	9,105,412	9,079,575	9,520,625	100.0%	441,050	4.9%
Parks, Recreation & Community Services						
161-Var State Capital Grants Fund	215,662	4,400,000	5,000,000	16.5%	600,000	13.6%
169 Habitat Conservation Fund	86,040	62,500	0	N/A	(62,500)	-100.0%
172 State Recreation Trails Program	2,680	550,000	0	N/A	(550,000)	-100.0%
301 Park Acquisition & Dev.	355,441	822,250	54,750	0.2%	(767,500)	-93.3%
Total	659,823	5,834,750	5,054,750	100.0%	(780,000)	-13.4%
GRAND TOTAL	60,770,778	34,495,330	30,307,360	100.0%	(4,187,970)	-12.1%

Note: Amounts Include Interfund Transfers

CAPITAL FUNDS

Traffic Congestion Relief Program	PROGRAM	Fund 28																																																								
<p>PURPOSE: In 2002, California voters passed Proposition 42, which dedicated gas tax revenue to transportation projects. Due to financial constraints, the State suspended funding for Prop. 42 in FY 03-04 and FY 04-05. Passage of the Infrastructure Bond Package in November 2006 included Proposition 1A, which places restrictions on when and how often these funds can be borrowed and must be paid back. Because FY 07-08 is a scheduled "gap" year, the City will not be receiving new funding this year. However, allocations will resume in FY 08-09.</p> <p style="text-align: center;">This Fund is transferred to HUTA, Fund 59</p>																																																										
<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 10-11</th> <th style="text-align: center; border-bottom: 1px solid black;">ADOPTED FY 11-12</th> <th style="text-align: center; border-bottom: 1px solid black;">PROPOSED FY 12-13</th> </tr> </thead> <tbody> <tr> <td colspan="4">REVENUES</td> </tr> <tr> <td>02817002 Traffic Congestion Relief Fund</td> <td></td> <td></td> <td></td> </tr> <tr> <td style="padding-left: 20px;">52320 Traffic Congestion Relief/State</td> <td style="text-align: right;">0</td> <td style="text-align: right;">0</td> <td style="text-align: right;">0</td> </tr> <tr> <td style="padding-left: 20px;">52321 Traffic Congestion Relief/County</td> <td style="text-align: right;">824,310</td> <td style="text-align: right;">0</td> <td style="text-align: right;">0</td> </tr> <tr> <td style="padding-left: 20px;">58000 Earnings on Investment</td> <td style="text-align: right; border-bottom: 1px solid black;">18,982</td> <td style="text-align: right; border-bottom: 1px solid black;">0</td> <td style="text-align: right; border-bottom: 1px solid black;">0</td> </tr> <tr> <td>TOTAL TRAFFIC SYSTEM MANAGEMENT GRANT</td> <td style="text-align: right; border-bottom: 3px double black;">843,292</td> <td style="text-align: right; border-bottom: 3px double black;">0</td> <td style="text-align: right; border-bottom: 3px double black;">0</td> </tr> <tr> <td colspan="4"> </td> </tr> <tr> <td></td> <th style="text-align: center; border-bottom: 1px solid black;">ACTUAL FY 10-11</th> <th style="text-align: center; border-bottom: 1px solid black;">ADOPTED FY 11-12</th> <th style="text-align: center; border-bottom: 1px solid black;">PROPOSED FY 12-13</th> </tr> <tr> <td colspan="4">EXPENDITURES</td> </tr> <tr> <td>02817660 Traffic Congestion Relief Fund</td> <td></td> <td></td> <td></td> </tr> <tr> <td style="padding-left: 20px;">65205 Internal Departments Personnel Charges</td> <td style="text-align: right;">82,678</td> <td style="text-align: right;">0</td> <td style="text-align: right;">0</td> </tr> <tr> <td style="padding-left: 20px;">66220 Improvements Other than Buildings</td> <td style="text-align: right; border-bottom: 1px solid black;">3,899,875</td> <td style="text-align: right; border-bottom: 1px solid black;">0</td> <td style="text-align: right; border-bottom: 1px solid black;">0</td> </tr> <tr> <td>TOTAL TRAFFIC SYSTEM MANAGEMENT EXPENDITURES</td> <td style="text-align: right; border-bottom: 3px double black;">3,982,553</td> <td style="text-align: right; border-bottom: 3px double black;">0</td> <td style="text-align: right; border-bottom: 3px double black;">0</td> </tr> </tbody> </table>				ACTUAL FY 10-11	ADOPTED FY 11-12	PROPOSED FY 12-13	REVENUES				02817002 Traffic Congestion Relief Fund				52320 Traffic Congestion Relief/State	0	0	0	52321 Traffic Congestion Relief/County	824,310	0	0	58000 Earnings on Investment	18,982	0	0	TOTAL TRAFFIC SYSTEM MANAGEMENT GRANT	843,292	0	0	 					ACTUAL FY 10-11	ADOPTED FY 11-12	PROPOSED FY 12-13	EXPENDITURES				02817660 Traffic Congestion Relief Fund				65205 Internal Departments Personnel Charges	82,678	0	0	66220 Improvements Other than Buildings	3,899,875	0	0	TOTAL TRAFFIC SYSTEM MANAGEMENT EXPENDITURES	3,982,553	0	0
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CAPITAL FUNDS

Highway Safety & Traffic Reduction	PROGRAM		Fund 30
<p>PURPOSE: The Infrastructure Bond Package passed by California voters in November 2006 included Proposition 1B, which contains almost \$20 billion for various transportation projects in California. A specific schedule for disbursement of these funds to the cities will be finalized with approval of the State's FY 2007-2008 budget.</p>			
	ACTUAL FY 10-11	ADOPTED FY 11-12	PROPOSED FY 12-13
REVENUES			
03017002 PROP 1B INFRASTRUCTURE BOND			
52363 State Local Partnership Program (SLPP)	0	0	1,600,000
52360 Prop 1B Bond Act of 2006	(1,500,000)	400,000	0
52361 Prop 1B - OC	2,503,543	0	0
58000 Earnings on Investment	68,993	0	0
58002 Net Increase/Decrease in Fair Value	(45,628)	0	0
TOTAL SPROP 1B INFRASTRUCTURE BOND FUND	1,026,907	400,000	1,600,000
	ACTUAL FY 10-11	ADOPTED FY 11-12	PROPOSED FY 12-13
EXPENDITURES			
03017660 PROP 1B INFRASTRUCTURE BOND			
65205 Internal Departments Personnel Charges	619,643	0	0
66220 Improvements Other than Buildings	2,916,231	400,000	1,600,000
TOTAL SPROP 1B INFRASTRUCTURE BOND FUND	3,535,874	400,000	1,600,000
PROJECTS			
			FY 12-13
ARTERIAL IMPROVEMENTS			
Street Reconstruction/Resurfacing			
Arterial Improvement Projects			1,600,000
TOTAL ARTERIAL IMPROVEMENTS			1,600,000
Total			1,600,000

CAPITAL FUNDS

Measure M	PROGRAM			Fund 32
<p>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> <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	ADOPTED	PROPOSED	
	FY 10-11	FY 11-12	FY 12-13	
REVENUES				
03217002 MEASURE M				
50001 Prior Year Balance	0	0	0	
52330 Measure M Competitive	1,322,094	554,170		
52331 Measure M Turnback	2,895,307	3,869,250		
52332 Measure M2 Competitive	0	0	2,428,100	
52333 Measure M2 Fairshare	0	0	3,976,050	
57010 Miscellaneous Recoveries	50,500	0	0	
58000 Earnings on Investment	78,979	0	0	
58002 Net Increase/Decrease in Fair Value	(42,901)	0	0	
TOTAL MEASURE M FUND	4,303,979	4,423,420	6,404,150	
	ACTUAL	ADOPTED	PROPOSED	
	FY 10-11	FY 11-12	FY 12-13	
EXPENDITURES				
03217660 MEASURE M STREET CONSTRUCTION				
63001 Miscellaneous Operating Expenses	75	0	0	
65205 Internal Department Personnel Charges	1,085,439	0	0	
66100 Land	3,241,815	0	0	
66220 Improvements Other than Buildings	4,013,117	4,423,420	6,404,150	
	8,340,447	4,423,420	6,404,150	
03217661 OCTA TRANSITWAY PROJECT - MOS 3				
66220 Improvements Other than Buildings	2,339,065	0	0	
	2,339,065	0	0	
TOTAL MEASURE M FUND	10,679,512	4,423,420	6,404,150	

CAPITAL FUNDS

Measure M2	FY 12-13 PROJECT DETAIL		Fund 32
PROJECTS	FUNDING SOURCES		PROPOSED
	Fairshare	Competitive	TOTAL
NEIGHBORHOOD IMPROVEMENTS			
Curb, Gutter, Sidewalk			
Omnibus Concrete	250,000	0	250,000
Subtotal Curb, Gutter, Sidewalk	250,000	0	250,000
Neighborhood Street Improvements			
Local Street Preventative Maintenance	1,400,000	0	1,400,000
Subtotal Neighborhood Street Improvements	1,400,000	0	1,400,000
TOTAL NEIGHBORHOOD IMPROVEMENTS	1,650,000	0	1,650,000
ARTERIAL IMPROVEMENTS			
Arterial Widening			
Grand Avenue Widening: First to Fourth	0	1,000,000	1,000,000
Grand Avenue Widening: Fourth to Seventeenth	0	450,000	450,000
Project Development	100,000	0	100,000
Right of Way Management	100,000	0	100,000
Subtotal Arterial Widening	200,000	1,450,000	1,650,000
Street Reconstruction/Resurfacing			
Arterial Street Preventative Maintenance	1,400,000	0	1,400,000
McFadden: West City Limits to Euclid	294,050	0	294,050
Pavement Management	200,000	0	200,000
Subtotal Street Reconstruction/Resurfacing	1,894,050	0	1,894,050
TOTAL ARTERIAL IMPROVEMENTS	2,094,050	1,450,000	3,544,050
TRAFFIC IMPROVEMENTS			
Edinger Ave Corridor Traffic Signal Synchronization	0	470,600	470,600
	0	0	0
First St/Bolsa Ave Corridor Traffic Signal Synchronization	0	507,500	507,500
Traffic Management Plans	30,000	0	30,000
Traffic Signal Equipment Replacement	100,000	0	100,000
Total Traffic Improvements	130,000	978,100	1,108,100
PARK FACILITY IMPROVEMENTS			
Park Improvements/Renovation			
Lincoln/Fairhaven Access Trail	102,000	0	102,000
	0	0	0
Total Park Improvements	102,000	0	102,000
SUBTOTAL MEASURE M PROJECTS (12-13 Funding)	3,976,050	2,428,100	6,404,150
PRIOR YEAR FUNDING			
Arterial Widening	0		0
TOTAL MEASURE M PROJECTS	3,976,050	2,428,100	6,404,150

CAPITAL FUNDS

Transportation Area Funds	PROGRAM		Fund 33 to 49
PURPOSE:			
<p>In accordance with Section 8-44 of the Santa Ana Municipal Code, the City collects Transportation Area Fees from new developments in excess of \$30,000 in building valuation. Fees vary from \$1.10 to \$5.53 per square foot of floor space, depending on the type of development and the particular area that the development is located. All fees are due upon issuance of the building permit. The fee is used to fund projects to improve roadway capacity and safety. In FY 07-08, funds will be used for <i>Arterial Improvements</i> and <i>Traffic Improvements</i>.</p>			
FY 12-13			
TRANSPORTATION SYSTEM IMPROVEMENT AREA		ACTUAL FY 10-11	ADOPTED FY 11-12
		PROPOSED FY 12-13	
REVENUES			
TRANSPORATION SYSTEM IMPROVEMENT			
03317002	New Transportation System Improvement Area B	3,066	0
03417002	New Transportation System Improvement Area E	313,652	0
03517002	New Transportation System Improvement Area F	17,285	16,000
04117002	Transportation System Improvement Area A-2	15	0
04217002	Transportation System Improvement Area B	67	0
04317002	Transportation System Improvement Area C	119	3,550,000
04817002	Transportation System Improvement Area C-2	2,488	0
04917002	Transportation System Improvement Area G	842	0
TOTAL		<u>337,534</u>	<u>3,550,000</u>
			<u>16,500</u>
EXPENDITURES			
TRANSPORATION SYSTEM IMPROVEMENT			
03317660	New Transportation System Improvement Area B	(22,844)	0
03417660	New Transportation System Improvement Area E	308,925	0
03517002	New Transportation System Improvement Area F	19,014	16,000
04117002	Transportation System Improvement Area A-2	0	0
04217002	Transportation System Improvement Area B	0	0
04317002	Transportation System Improvement Area C	0	3,550,000
04817002	Transportation System Improvement Area C-2	15,089	0
04917002	Transportation System Improvement Area G	0	0
TOTAL		<u>320,183</u>	<u>3,550,000</u>
			<u>16,500</u>
PROJECTS			PROPOSED FY 12-13
TRANSPORATION SYSTEM IMPROVEMENT AREA C			
66220	Improvements Other than Buildings		500
TRANSPORATION SYSTEM IMPROVEMENT AREA F			
66220	Improvements Other than Buildings		<u>16,000</u>
TOTAL TRAFFIC IMPROVEMENTS			<u>16,500</u>

CAPITAL FUNDS

Sewer Connection Projects	PROGRAM	Fund 55	
<p>PURPOSE: The Sewer Connection Fee is collected from various types of development based on the number of fixture units and the cost per lineal foot of construction of a main sewer line. All monies received by the City as a fee for connection to the public sewers are deposited into the Sewer Connection Fee Fund and used for the construction of sewers. Fees paid at the time of application for a sewer connection permit, and no connection permit is issued until such fees are paid.</p>			
	ACTUAL	ADOPTED	PROPOSED
	FY 10-11	FY 11-12	FY 12-13
REVENUES			
05517002 SEWER CONNECTION FEE FUND			
53701 Sewer Connection Fee	414,087	2,000,000	5,500,000
57000 Expense Reimbursement	25,000	0	0
58000 Earning on Investments	42,064	0	0
TOTAL SEWER CONNECTION FEE FUND	481,151	2,000,000	5,500,000
	ACTUAL	ADOPTED	PROPOSED
	FY 10-11	FY 11-12	FY 12-13
EXPENDITURES			
05517660 SEWER CONNECTION PROJECTS			
66220 Improvements Other than Buildings	291,507	2,000,000	5,500,000
TOTAL SEWER CONNECTION PROJECTS	291,507	2,000,000	5,500,000
PROJECTS			FY12-13
INFRASTRUCTURE IMPROVEMENTS			
Sewer Main Relining/ Rehabilitation			500,000
Sewer Main Hot Spot Repairs and Main Replacements			5,000,000
TOTAL			5,500,000

CAPITAL FUNDS

Residential Street Improvement	PROGRAM	Fund 58	
<p>PURPOSE: Local Bond funding provided for a 3-year, \$72 million project to repair and rehabilitate neighborhood streets Citywide.</p>			
	ACTUAL FY 10-11	ADOPTED FY 11-12	PROPOSED FY 12-13
REVENUES			
05817002 Residential Street Improvement			
53704 Trench Cut Fees/Arterial	56,833	0	0
53730 HOST Fees	8,333	0	0
51701 Transportation/Oversize Permits	15,622	0	0
53705 Trench Cut Fees	4,600	0	0
53706 Street Construction Fees	89,046	0	0
59000-29 Transfer from Special Gas Tax Fund 29	14,947,621	0	0
TOTAL RESIDENTIAL STREET IMPROVEMENT	15,122,055	0	0
	ACTUAL FY 10-11	ADOPTED FY 11-12	PROPOSED FY 12-13
EXPENDITURES			
05817661 Gas Tax Residential Street Improvement			
65205 Internal Departments Personnel Charges	1,992,963	0	0
66220 Improvements Other than Buildings	12,018,560	0	0
	14,011,524	0	0
TOTAL RESIDENTIAL STREET IMPROVEMENT	14,011,524	0	0

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.</p> <p style="margin-left: 40px;">B. County Gas Tax funds administered by the Orange County Transportation Authority.</p>				
		ACTUAL	ADOPTED	PROPOSED
		FY 10-11	FY 11-12	FY 12-13
REVENUES				
05917002 Select Street Construction				
50001	Prior Year Balance	0	0	0
52000	Federal Grants - Direct	0	5,922,960	164,250
52001	Federal Grants - Indirect	4,266,521	0	0
52026	State Grants - Indirect	0	785,750	0
52341	OCTA Gas Tax Subvention	16,581,308	0	0
57000	Expense Reimbursement	5,833	0	0
57010	Miscellaneous Recoveries	6,820	0	0
57080	Developer Contribution	0	0	0
57960	Rental of Property	198,972	0	0
58000	Earnings on Investment	17,181	0	0
58002	Net Increase/Decrease in Fair Value	24,315	0	0
58006	Interest Earned on Advanced Received	33,050	0	0
59000-29	Transfer from Fund 29	310,025	2,498,875	2,047,085
TOTAL SELECT STREET CONSTRUCTION		21,444,025	9,207,585	2,211,335
		ACTUAL	ADOPTED	PROPOSED
		FY 10-11	FY 11-12	FY 12-13
EXPENDITURES				
05917660 SELECT STREET CONSTRUCTION				
66220	Improvements Other than Buildings	2,318,247	9,207,585	2,211,335
		2,318,247	9,207,585	2,211,335
05917661 OCTA BRISTOL STREET CORRIDOR IMPROVEMENTS				
66100	Land	6,946,797		
66220	Improvements Other than Buildings	8,124,004	0	0
		15,070,802	0	0
05917662 ARRA RSTP				
66220	Improvements Other than Buildings	792,848	0	0
		792,848	0	0
05917663 TRAFFIC CONGESTION RELIEF HUT 2013				
66220	Improvements Other than Buildings	2,493	0	0
		2,493	0	0
TOTAL 59 SELECT STREET		18,184,390	9,207,585	2,211,335

CAPITAL FUNDS

Select Street Construction	PROJECT DETAIL			Fund 59
FY12-13 PROJECTS	FUNDING SOURCES			PROPOSED
	Gas Tax	OCTA Gas Tax	Others	Total
ARTERIAL IMPROVEMENTS				
Street Reconstruction/Resurfacing				
Grand Avenue Widening: Fourth to Seventeenth	150,000	0	0	150,000
MacArthur Boulevard: Bristol to Flower	926,000	0	0	926,000
McFadden Avenue: West City Limits to Euclid	443,915	0	0	443,915
TOTAL ARTERIAL IMPROVEMENTS	<u>1,519,915</u>	<u>0</u>	<u>0</u>	<u>1,519,915</u>
TRAFFIC IMPROVEMENTS				
Edinger Ave. Traffic Signal Synchronization	120,000	0	0	120,000
First St./Bolsa Corridor Traffic Signal Synchronization	130,000	0	0	130,000
Fixed Guideway (FTA)	277,170	0	0	277,170
	0	0	0	0
	0	0	0	0
	0	0	0	0
	0	0	0	0
	0	0	0	0
	0	0	0	0
	0	0	0	0
TOTAL TRAFFIC IMPROVEMENTS	<u>527,170</u>	<u>0</u>	<u>0</u>	<u>527,170</u>
PARK FACILITY IMPROVEMENTS				
Secure Bike Parking Systems	0	0	164,250	164,250
TOTAL PARK FACILITY IMPROVEMENTS	<u>0</u>	<u>0</u>	<u>164,250</u>	<u>164,250</u>
 GRAND TOTAL	 <u>2,047,085</u>	 <u>0</u>	 <u>164,250</u>	 <u>2,211,335</u>

CAPITAL PROJECTS

State Capital Grants	PROGRAM	Fund 161		
PURPOSE:				
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.				
		ACTUAL	ADOPTED	PROPOSED
		FY 10-11	FY 11-12	FY 12-13
REVENUES				
161 STATE CAPITAL GRANTS				
50001	Balance From Prior Year	0	0	0
52025	State Grants - Direct	717,795	4,400,000	5,000,000
TOTAL CAPITAL OUTLAY FUND REVENUES		717,795	4,400,000	5,000,000
EXPENDITURES				
16113260	<i>Roberti Z'Berg-Harris Grant</i>			
66220	Improvements Other Than Buildings	3,772	0	0
		3,772	0	0
16113261	<i>CALTRANS - BICYCLE (BTA)</i>			
65205	Internal Departments Personnel Charges	42,291	0	0
66220	Improvements Other Than Buildings	165,316	0	0
		207,607	0	0
16113262	<i>State Resources Agency Grant</i>			
66220	Improvements Other Than Buildings	4,033	0	0
		4,033	0	0
16113265	<i>Habitat Conservation Fund</i>			
61000	Personnel Charges	(1,855)	0	0
62300	Contract Services - Professional	301	0	0
63001	Miscellaneous Operating Expenses	655	0	0
66220	Improvements Other Than Buildings	0	0	0
		(900)	0	0
16113266	<i>Prop. 84 - Roosevelt Park Improvements</i>			
66220	Improvements Other Than Buildings	1,150	4,400,000	5,000,000
		1,150	4,400,000	5,000,000
TOTAL CAPITAL OUTLAY FUND EXPENDITURES		215,662	4,400,000	5,000,000
PROJECTS				FY 12-13
Roosevelt Park Improvements				5,000,000
TOTAL PROJECTS				5,000,000

CAPITAL FUNDS

Habitat Conservation Fund	PROGRAM	Fund 169
<p>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.</p>		
	ACTUAL	ADOPTED
	FY 10-11	FY 11-12
		PROPOSED
		FY 12-13
REVENUES		
16913002 HABITAT CONSERVATION FUND		
52001 Federal Grant- Indirect	331	0
52025 State Grant - Direct	559,442	62,500
58000 Earnings On Investments	845	0
TOTAL HABITAT CONSERVATION FUND REVENUES	560,619	62,500
	ACTUAL	ADOPTED
	FY 10-11	FY 11-12
		PROPOSED
		FY 12-13
EXPENDITURES		
16913262 HABITAT CONSERVATION FUND		
66220 Improvements other than Buildings	30,334	62,500
	30,334	62,500
16913263 CA STATE PARK BOND PER CAPITA		
66220 Improvements other than Buildings	55,706	0
	55,706	0
TOTAL HABITAT CONSERVATION FUND REVENUES	86,040	62,500
PRIOR YEAR FUNDING PROJECTS		
		FY 12-13
<i>Park Facility Improvements</i>		0
TOTAL PARK FACILITY IMPROVEMENTS		0

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.				
		<u>ACTUAL</u> FY 10-11	<u>ADOPTED</u> FY 11-12	<u>PROPOSED</u> FY 12-13
REVENUES				
17213002	NATIONAL RECREATION TRAILS FUND ACT			
	52001 Federal Grant	48,000	550,000	0
	52025 State Aid Program	0	0	0
	TOTAL ANTICIPATED REVENUES	<u>48,000</u>	<u>550,000</u>	<u>0</u>
		<u>ACTUAL</u> FY 10-11	<u>ADOPTED</u> FY 11-12	<u>PROPOSED</u> FY 12-13
EXPENDITURES				
17213240	NATIONAL RECREATION TRAILS FUND ACT			
	65205 Internal Departments Personnel Charges	2,200	0	0
	66220 Improvements other than Buildings	480	550,000	0
	TOTAL ANTICIPATED EXPENDITURES	<u>2,680</u>	<u>550,000</u>	<u>0</u>
PRIOR YEAR FUNDING PROJECTS				<u>APPROVED</u> FY 12-13
<i>Park Facility Improvements</i>				
				0
	TOTAL PARK FACILITY IMPROVEMENTS			<u>0</u>

CAPITAL FUNDS

Park Acquisition & Development		PROGRAM		Fund 301-314
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.				
		ACTUAL FY 10-11	ADOPTED FY 11-12	PROPOSED FY 12-13
REVENUES				
30113002 REC/COM SVCS ACQ & DEV				
50001	Balance from Prior Year	0	0	0
53300	Park Acquisition & Dev. Fees	0	0	0
57304	Rancho Santiago Reimbursement/PR	11,500	0	0
57991	Miscellaneous	0	0	0
58000	Earnings on Investments	24	0	28,000
		<u>11,524</u>	<u>0</u>	<u>28,000</u>
31113002 RESIDENTIAL DEVELOPMENT DISTRICT 1				
50001	Prior Year Carry Forward	0	0	0
53300	Park Acquisition & Dev. Fees	0	0	0
58000	Earnings on Investments	739	0	1,000
		<u>739</u>	<u>0</u>	<u>1,000</u>
31213002 RESIDENTIAL DEVELOPMENT DISTRICT 2				
53300	Park Acquisition & Dev. Fees	0	90,000	0
58000	Earnings on Investments	13,086	0	10,000
		<u>13,086</u>	<u>90,000</u>	<u>10,000</u>
31313002 RESIDENTIAL DEVELOPMENT DISTRICT 3				
53300	Park Acquisition & Dev. Fees	0	432,250	0
57991	Miscellaneous	0	0	0
58000	Earnings on Investments	10,860	0	5,000
		<u>10,860</u>	<u>432,250</u>	<u>5,000</u>
31413002 RESIDENTIAL DEVELOPMENT DISTRICT 4				
57991	Miscellaneous	219,850	0	35,000
58000	Earnings on Investments	1,685	0	500
		<u>221,536</u>	<u>0</u>	<u>35,500</u>
TOTAL PARK ACQUISITION AND DEVELOPMENT		<u><u>257,745</u></u>	<u><u>522,250</u></u>	<u><u>79,500</u></u>
		ACTUAL FY 10-11	ADOPTED FY 11-12	PROPOSED FY 12-13
EXPENDITURES				
30113260 RESIDENTIAL DEVELOPMENT DISTRICT 1				
62300	Contract Services - Professional	11,500	0	0
66220	Improvements Other than Buildings	0	300,000	0
		<u>11,500</u>	<u>300,000</u>	<u>0</u>
31113260 RESIDENTIAL DEVELOPMENT DISTRICT 1				
66220	Improvements Other than Buildings	2,805	0	0
		<u>2,805</u>	<u>0</u>	<u>0</u>
31213260 RESIDENTIAL DEVELOPMENT DISTRICT 2				
66220	Improvements Other than Buildings	0	90,000	54,750
		<u>0</u>	<u>90,000</u>	<u>54,750</u>
31313260 RESIDENTIAL DEVELOPMENT DISTRICT 3				
65205	Improvements Other than Buildings	611	0	0
66100	Land	274,755	0	0
66220	Improvements Other than Buildings	57,572	432,250	0
		<u>332,938</u>	<u>432,250</u>	<u>0</u>
31413260 RESIDENTIAL DEVELOPMENT DISTRICT 4				
66220	Improvements Other than Buildings	8,197	0	0
		<u>8,197</u>	<u>0</u>	<u>0</u>
TOTAL PARK ACQUISITION AND DEVELOPMENT		<u><u>355,441</u></u>	<u><u>822,250</u></u>	<u><u>54,750</u></u>
PROJECTS				PROPOSED FY 12-13
Park Facility Improvements				
Secure Bike Parking Systems				54,750
TOTAL				<u><u>54,750</u></u>

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>				
		ACTUAL	ADOPTED	PROPOSED
		FY 10-11	FY 11-12	FY 12-13
REVENUES				
40019002 POLICE BUILDING DEBT SERVICE				
58000	Earnings on Investments	20,917	15,000	12,000
58005	Investment Income -Trustee	(345,370)	0	0
59000-11	Transfer From General Fund 11	9,094,075	9,064,575	8,988,105
TOTAL POLICE BUILDING DEBT SERVICE FUND		<u>8,769,623</u>	<u>9,079,575</u>	<u>9,000,105</u>
		ACTUAL	ADOPTED	PROPOSED
		FY 10-11	FY 11-12	FY 12-13
EXPENDITURES				
40019020 POLICE BUILDING DEBT SERVICE				
62300	Other Contractual Services	11,337	15,000	394,000
67300	Bond Principal	4,190,000	4,370,000	4,585,000
67310	Bond Interest	4,904,075	4,694,575	4,541,625
TOTAL POLICE BUILDING DEBT SERVICE FUND		<u>9,105,412</u>	<u>9,079,575</u>	<u>9,520,625</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.
The annual debt service is due in two installments, 7/1 and 1/1.
July's payment is processed in June of the prior fiscal-year. Therefore,
debt service payments may not match the above debt service scheduled
amounts shown above.

** Debt Service Reserve Fund (DSRF)

**CITY OF SANTA ANA
CAPITAL IMPROVEMENT PROGRAM (CIP)
FY 12-13 CIP PROJECTS BY CATEGORY**

<u>PROJECTS</u>	<u>TOTAL</u>
I. NEIGHBORHOOD IMPROVEMENTS	
Neighborhood Street Improvements	
Local Street Preventative Maintenance	1,400,000
Residential Street Repair Program	748,632
Subtotal Neighborhood Street Improvements	2,148,632
Curb, Gutter, Sidewalk	
Omnibus Concrete	250,000
Subtotal Curb, Gutter, Sidewalk	250,000
TOTAL NEIGHBORHOOD IMPROVEMENTS	2,398,632
II. ARTERIAL IMPROVEMENTS	
Arterial Widening	
Grand Avenue Widening: First Street to Fourth Street	1,000,000
Grand Avenue Widening: Fourth Street to Seventeenth Street	600,000
Project Development	100,000
Right-of-Way Management	100,000
Subtotal Arterial Widening	1,800,000
Street Reconstruction/Resurfacing	
Arterial Improvement Projects	1,600,000
Arterial Street Preventative Maintenance	1,400,000
MacArthur Boulevard: Bristol to Flower	926,000
McFadden Avenue: West City Limits to Euclid	737,965
Pavement Management	200,000
Subtotal Street Reconstruction/Resurfacing	4,863,965
TOTAL ARTERIAL IMPROVEMENTS	6,663,965
III. TRAFFIC IMPROVEMENTS	
Traffic Improvements	
Edinger Ave. Corridor Traffic Signal Synchronization	590,600
First St/Bolsa Ave Corridor Traffic Signal Synchronization	637,500
Fixed Guideway	277,170
Traffic Management Plans	30,000
Traffic Signal Equipment Replacement	100,000
Subtotal Traffic Improvements	1,635,270
TOTAL TRAFFIC IMPROVEMENTS	1,635,270
IV. INFRASTRUCTURE IMPROVEMENTS	
Sewer	
Sewer Main Relining/Rehabilitation	500,000
Sewer Main Hot Spot Repairs and Main Replacements	5,000,000
Subtotal Sewer	5,500,000

**CITY OF SANTA ANA
CAPITAL IMPROVEMENT PROGRAM (CIP)
FY 12-13 CIP PROJECTS BY CATEGORY**

<u>PROJECTS</u>	<u>TOTAL</u>
Water	
Walnut Pump Station	1,000,000
Water Main Replacements	3,500,000
Subtotal Water	4,500,000
TOTAL INFRASTRUCTURE IMPROVEMENTS	10,000,000
 V. PARK FACILITY IMPROVEMENTS	
Park Facility Improvements/Renovation	
Centennial Park Field #4 Rip Rap Slope	112,280
El Salvador Park Walkway Reconstruction	171,000
Lincoln/Fairhaven Access Trail	102,000
Mabury Park Security Lighting	435,000
Madison Park Community Garden	376,000
Roosevelt Park Improvements	5,000,000
Secure Bike Parking Systems	219,000
Windsor Park Walway Reconstruction	134,400
Subtotal Park Improvements/Renovation	6,549,680
TOTAL PARK FACILITY IMPROVEMENTS	6,549,680
GRAND TOTAL	27,247,547

**CITY OF SANTA ANA
SEVEN-YEAR CAPITAL IMPROVEMENT PROGRAM
FY 12-13 THROUGH FY 18-19**

PROJECTS	<u>FY 12-13</u>	<u>FY 13-14</u>	<u>FY 15-16</u>	<u>FY 16-17</u>	<u>FY 17-18</u>	<u>FY 18-19</u>	<u>TOTAL</u>
I. NEIGHBORHOOD IMPROVEMENTS							
Neighborhood Street Improvements	2,148,632	2,150,000	2,150,000	2,150,000	2,150,000	2,150,000	15,048,632
<u>Curb, Gutter, Sidewalk Improvements</u>	<u>250,000</u>	<u>250,000</u>	<u>250,000</u>	<u>250,000</u>	<u>250,000</u>	<u>250,000</u>	<u>1,750,000</u>
Total Neighborhood Improvements	2,398,632	2,400,000	2,400,000	2,400,000	2,400,000	2,400,000	16,798,632
II. ARTERIAL IMPROVEMENTS							
Arterial Widening	1,800,000	11,352,575	200,000	200,000	200,000	200,000	16,784,391
<u>Street Reconstruction/Resurfacing</u>	<u>4,863,965</u>	<u>4,280,737</u>	<u>4,794,863</u>	<u>5,079,730</u>	<u>5,381,689</u>	<u>5,701,765</u>	<u>34,643,276</u>
Total Arterial Improvements	6,663,965	15,633,312	4,994,863	5,279,730	5,581,689	5,901,765	51,427,667
III. TRAFFIC IMPROVEMENTS							
<u>Traffic Improvements</u>	<u>1,635,270</u>	<u>150,000</u>	<u>150,000</u>	<u>150,000</u>	<u>150,000</u>	<u>150,000</u>	<u>2,535,270</u>
Total Traffic Improvements	1,635,270	150,000	150,000	150,000	150,000	150,000	2,535,270
IV. INFRASTRUCTURE IMPROVEMENTS							
Sewer	5,500,000	2,500,000	3,000,000	3,500,000	3,500,000	4,000,000	25,000,000
<u>Water</u>	<u>4,500,000</u>	<u>3,500,000</u>	<u>4,000,000</u>	<u>4,500,000</u>	<u>4,500,000</u>	<u>5,000,000</u>	<u>30,000,000</u>
Total Infrastructure Improvements	10,000,000	6,000,000	7,000,000	8,000,000	8,000,000	9,000,000	55,000,000
V. PARK IMPROVEMENTS							
<u>Park Improvements/Renovation</u>	<u>6,549,680</u>	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>	<u>6,549,680</u>
Total Park Improvements	6,549,680	0	0	0	0	0	6,549,680
GRAND TOTAL	<u>27,247,547</u>	<u>24,183,312</u>	<u>14,544,863</u>	<u>15,829,730</u>	<u>16,131,689</u>	<u>17,451,765</u>	<u>132,311,249</u>