

City of Santa Ana



FY 2013-2015 ADOPTED BUDGET





City of Santa Ana Annual Budget

Santa Ana City Council



Mayor Miguel Pulido

E-mail: mpulido@santa-ana.org



**Mayor Pro Tem Sal Tinajero
Ward 6**

E-mail: stinajero@santa-ana.org



**Councilmember Angelica Amezcua
Ward 3**

E-mail: aamezcua@santa-ana.org



**Councilmember Vince Sarmiento
Ward 1**

E-mail: vsarmiento@santa-ana.org



**Councilmember David Benavides
Ward 4**

E-mail: dbenavides@santa-ana.org



**Councilmember Michele Martinez
Ward 2**

E-mail: mmartinez@santa-ana.org



**Councilmember Roman A. Reyna
Ward 5**

E-mail: rreyna@santa-ana.org

City of Santa Ana
Annual Budget
FY 2013 - 2015

KEVIN O'ROURKE
INTERIM CITY MANAGER

MARIA D. HUIZAR
CLERK OF THE COUNCIL

SONIA R. CARVALHO
CITY ATTORNEY

CITY MANAGER'S OFFICE
DEBRA KURITA
INTERIM DEPUTY CITY MANAGER

COMMUNITY DEVELOPMENT AGENCY
SANDRA D. GOTTLIEB
ACTING EXECUTIVE DIRECTOR

FINANCE & MANAGEMENT SERVICES
FRANCISCO GUTIERREZ
EXECUTIVE DIRECTOR

FIRE DEPARTMENT
SCOTT BROWN
OCFA DIVISION CHIEF

PERSONNEL SERVICES
EDWARD S. RAYA
EXECUTIVE DIRECTOR

PLANNING & BUILDING AGENCY
JAY M. TREVINO
EXECUTIVE DIRECTOR

POLICE DEPARTMENT
CARLOS ROJAS
ACTING POLICE CHIEF

PARKS, RECREATION & COMMUNITY SERVICES
GERARDO R. MOUET
EXECUTIVE DIRECTOR

PUBLIC WORKS AGENCY
RAUL GODINEZ II
EXECUTIVE DIRECTOR

TABLE OF CONTENTS

Section	Fund	Page
1	General Fund Summaries	1-1 to 1-7
2	General Fund	2-1 to 2-147
3	Internal Service Fund	3-1 to 3-53
4	Community Development	4-1 to 4-77
5	Special Revenue Fund	5-1 to 5-54
6	Enterprise Fund	6-1 to 6-43
7	Capital Funds	7-1 to 7-19
8	Capital Improvement Projects and 7-yr CIP	8-1 to 8-3



This Page Intentionally Left Blank

<i>(NUMBERS IN THOUSANDS)</i>	ACTUAL FY 11/12	PROJECTED FY 12/13	ADOPTED FY 13/14	ADOPTED FY 14/15	% Change 12/13 to 13/14	% Change 13/14 to 14/15
Taxes						
Business Tax	10,317	10,750	11,000	11,300	2.3%	2.7%
Documentary Stamp Tax	639	647	660	680	2.0%	3.0%
Half-cent Sales Tax (Safety Prop 172)	1,699	1,800	1,900	1,941	5.6%	2.2%
Homeowner Property Tax Subvention	230	230	230	230	0.0%	0.0%
Hotel Visitors Tax	7,024	7,485	7,850	8,200	4.9%	4.5%
Property Tax	27,140	27,950	28,509	29,364	2.0%	3.0%
Property Tax In Lieu VLF	25,135	25,510	26,020	26,801	2.0%	3.0%
Santa Ana Property Tax Residual (CDA)	2,803	3,580	5,000	5,150	39.7%	3.0%
Sales Tax	37,045	38,593	40,746	41,634	5.6%	2.2%
Utility Users Tax	24,367	24,375	24,136	24,001	-1.0%	-0.6%
Return of Prop. Tax/Admin. Reimbursement (One Time Tax Revenue)	0	0	3,100	0	N/A	-100.0%
Total Taxes	136,399	140,920	149,151	149,301	5.8%	0.1%
Intergovernmental						
Motor Vehicle License	177	183	0	0	-100.0%	N/A
OCTA Gas Tax	1,740	1,717	0	0	-100.0%	N/A
Overhead Charge - Refuse	300	0	0	0	N/A	N/A
Overhead Charge - Sanitation	100	0	0	0	N/A	N/A
Overhead Charge - Water	8,867	8,667	7,467	6,267	-13.8%	-16.1%
P.O.S.T. Reimbursements	50	97	97	98	0.0%	1.0%
Property Tax - Pass-through AB1290	1,327	563	630	649	11.9%	3.0%
Rancho Santiago Reimbursement-FD	87	0	0	0	N/A	N/A
Rancho Santiago Reimbursement-PRCSA	23	24	24	24	0.0%	0.0%
S.T.C. Reimbursement	52	52	52	53	0.0%	1.9%
SB90 State Mandates Reimbursement	187	300	205	211	-31.7%	2.9%
Total Intergovernmental	12,910	11,603	8,475	7,302	-27.0%	-13.8%
Use of Money						
Earnings on Investments	200	200	205	210	2.5%	2.4%
Loss(Gain) MV on Investments	5	0	0	0	N/A	N/A
Police Department Jail Facility Rental	14,004	14,500	14,500	14,500	0.0%	0.0%
PRCSA - Godinez High School	7	24	24	24	0.0%	0.0%
Recreation Facility Rental	40	42	42	42	0.0%	0.0%
Rental of Property	112	130	130	130	0.0%	0.0%
Rental of Stadium	150	216	216	218	0.0%	0.9%
Total Use of Money	14,518	15,112	15,117	15,124	0.0%	0.0%
Miscellaneous						
Attorney Reimbursement	1,151	979	979	979	0.0%	0.0%
Expense Reimbursement	507	37	37	37	0.0%	0.0%
Expense Reimbursement - SAUSD	126	170	0	0	-100.0%	N/A
Extension Request Fee	2	5	1	2	-80.0%	100.0%
Fire Expense Reimbursement	387	20	20	20	0.0%	0.0%
Fire OT Reimbursement	12	0	0	0	N/A	N/A
Gifts & Donations PD	40	20	0	0	-100.0%	N/A
Graffiti Enforcement Reimbursement	150	230	230	0	0.0%	-100.0%
Indirect Cost Recovery	1,965	2,172	2,072	2,093	-4.6%	1.0%
Issuer Fees	0	451	0	0	-100.0%	N/A

(NUMBERS IN THOUSANDS)	ACTUAL FY 11/12	PROJECTED FY 12/13	ADOPTED FY 13/14	ADOPTED FY 14/15	% Change 12/13 to 13/14	% Change 13/14 to 14/15
Jail Kitchen Rental	10	66	66	67	0.0%	1.5%
Miscellaneous Fire Service Charge	12	0	0	0	N/A	N/A
Miscellaneous Recoveries	617	123	127	131	3.3%	3.1%
Miscellaneous Refunds	2	0	0	0	N/A	N/A
Monitoring/PILOT fees	42	59	61	61	3.4%	0.0%
Other Library Recoveries	4	5	5	5	0.0%	0.0%
Park Maint. Expense Reimbursement	49	61	61	62	0.0%	1.6%
Plan Check Reimbursement	385	158	162	166	2.5%	2.5%
Planning Reimbursement	120	124	0	0	-100.0%	N/A
Police Miscellaneous Reimbursements	101	20	20	20	0.0%	0.0%
Police Salary Reimbursement	43	0	0	0	N/A	N/A
Property & Evidence Recovery	74	50	50	50	0.0%	0.0%
Recreation Expense Reimbursement	4	3	3	3	0.0%	0.0%
Refuse Contract Program Surcharge	4,672	4,972	4,972	4,972	0.0%	0.0%
Refuse Program Savings Recovery	1,239	1,352	1,352	1,352	0.0%	0.0%
Sale of Junk and Waste	20	0	0	0	N/A	N/A
Sale of Land	9	0	0	0	N/A	N/A
Sale of Maps and Documents	7	5	5	5	0.0%	0.0%
Sale of Unclaimed Property/Equipment	26	0	0	0	N/A	N/A
SCE Incentives	18	0	0	0	N/A	N/A
Stale Dated Checks	20	0	0	0	N/A	N/A
Storage of Weapon Fee	2	6	6	6	0.0%	0.0%
Vending Machines Concession	3	0	0	0	N/A	N/A
Write-Off of Collections	(9)	0	0	0	N/A	N/A
Other Misc. Revenues	2	8	8	8	0.0%	0.0%
Total Miscellaneous	11,812	11,096	10,237	10,039	-7.7%	-1.9%

Franchise Fees

CATV Franchise Fees	1,089	1,254	1,254	1,241	0.0%	-1.0%
Electrical Utility	1,165	1,170	1,193	1,217	2.0%	2.0%
Gas Utility	499	410	414	418	1.0%	1.0%
Total Franchise Fees	2,753	2,834	2,861	2,876	1.0%	0.5%

Charges for Services

Abandoned Vehicle Reimbursement/PBA	213	20	22	24	10.0%	9.1%
Abandoned Vehicle Reimbursement/PD	2	32	32	32	0.0%	0.0%
Animal Quarantines	27	30	30	30	0.0%	0.0%
Building Plan Check	1,165	692	1,018	894	47.1%	-12.2%
Building Standards Revolving fund	0	5	5	5	0.0%	0.0%
Center Programs	58	60	60	60	0.0%	0.0%
Code Enforcement Reimbursement	80	80	80	0	0.0%	-100.0%
Concession Vending Machines	0	2	2	2	0.0%	0.0%
Credit Card Processing Fee	78	0	0	0	N/A	N/A
EIR Review Fees	69	56	56	61	0.0%	8.9%
Electrical Plan Check	147	119	121	123	1.7%	1.7%
Emergency Response Reimbursement-PD	54	50	50	50	0.0%	0.0%
Engineering Service Charge	10	0	0	0	N/A	N/A
False Alarm Charge-Fire	3	0	0	0	N/A	N/A
False Alarm Charge-Police	78	100	100	100	0.0%	0.0%
Fire Code Permit Fee	4	0	0	0	N/A	N/A
Fire Inspection Fee	13	0	0	0	N/A	N/A
Fire Range User Fees	13	20	20	20	0.0%	0.0%
Firearm License Fee	1	2	2	2	0.0%	0.0%
Food Sale Concession	31	34	34	34	0.0%	0.0%

(NUMBERS IN THOUSANDS)	ACTUAL FY 11/12	PROJECTED FY 12/13	ADOPTED FY 13/14	ADOPTED FY 14/15	% Change 12/13 to 13/14	% Change 13/14 to 14/15
Friends of Zoo	39	30	30	30	0.0%	0.0%
Friends of Zoo Education Contribution	0	0	40	40	N/A	0.0%
Friends of Zoo Vet Contribution	20	20	20	20	0.0%	0.0%
Hazardous Material Discloser Fees	268	2	2	2	0.0%	0.0%
Hazardous Materials JPA Reimbursement	2	3	3	3	0.0%	0.0%
Hearing Officer Recovery/Parking	11	0	0	0	N/A	N/A
Impound/Owner Release Animals	5	5	5	5	0.0%	0.0%
Land Use Certificate Processing Fee	241	286	289	292	1.0%	1.0%
Landscape Plan Review	12	5	9	9	80.0%	0.0%
Leisure Classes	400	413	413	417	0.0%	1.0%
Library Fines	70	66	66	66	0.0%	0.0%
Library Meeting Room Rental	2	2	2	2	0.0%	0.0%
Library Video Rentals	16	13	13	13	0.0%	0.0%
Mechanical Plan Check	68	55	56	57	1.8%	1.8%
Miscellaneous Service Charge	8	70	70	70	0.0%	0.0%
Non-Resident Library Card Fee	2	2	2	2	0.0%	0.0%
Paramedic Service Charge	3,406	2,700	3,300	3,333	22.2%	1.0%
Paramedic Subscription Fee	190	200	210	215	5.0%	2.4%
Park Reservations	303	270	270	270	0.0%	0.0%
Passport Fee	5	6	6	6	0.0%	0.0%
Photo Services	1	1	1	1	0.0%	0.0%
Plumbing Plan Check	54	38	39	39	2.6%	0.0%
Police Report Fee	155	150	150	150	0.0%	0.0%
Pool Charges	32	35	35	35	0.0%	0.0%
Recreation Staff Reimbursement	82	70	70	70	0.0%	0.0%
Repo Release	6	8	8	8	0.0%	0.0%
Residential Inspection Surcharge	521	538	538	538	0.0%	0.0%
Sale of Printed Materials	1	1	1	1	0.0%	0.0%
Shopping Cart Containment Program	37	41	41	41	0.0%	0.0%
Site Plan Review Charge	475	404	394	402	-2.5%	2.0%
Stop pay/Reissue fees	1	0	0	0	N/A	N/A
Street and Alley Repair	3	3	3	3	0.0%	0.0%
Tennis Reservations	48	45	45	45	0.0%	0.0%
Variance Fees	172	168	170	172	1.2%	1.2%
Vehicle Equipment Citation Sign-Off	12	15	12	12	-20.0%	0.0%
Vehicle Release Charge	233	250	250	250	0.0%	0.0%
Youth Field Usage Fee	48	45	45	45	0.0%	0.0%
Youth Sports	12	12	12	12	0.0%	0.0%
Zoo Admissions	978	1,017	1,017	1,017	0.0%	0.0%
Zoo Education	75	75	75	75	0.0%	0.0%
Total Charges for Services	10,060	8,366	9,344	9,205	11.7%	-1.5%

Licenses and Permits

Alarm Permit Fees	106	116	116	117	0.0%	0.9%
Building Permits	1,026	1,340	1,061	1,072	-20.8%	1.0%
Bus Shelter Fees	504	504	205	207	-59.3%	1.0%
Dog Licenses	573	640	659	679	3.0%	3.0%
Dog Licenses - CCI	93	100	103	106	3.0%	2.9%
Electrical Permits	382	339	330	337	-2.7%	2.1%
Filming Permit	9	5	5	5	0.0%	0.0%
General Plan Update Surcharge	103	109	111	113	1.8%	1.8%
Grading Permits	34	22	23	24	4.5%	4.3%
Heating Permits	223	195	165	169	-15.4%	2.4%
Newsbox Permit Fees	25	27	27	27	0.0%	0.0%

<i>(NUMBERS IN THOUSANDS)</i>	ACTUAL FY 11/12	PROJECTED FY 12/13	ADOPTED FY 13/14	ADOPTED FY 14/15	% Change 12/13 to 13/14	% Change 13/14 to 14/15
Occupancy Permits	394	404	404	408	0.0%	1.0%
Outdoor Dining Permits	4	3	3	3	0.0%	0.0%
Plumbing Permits	178	150	150	154	0.0%	2.7%
Street Closure Permit	7	5	5	5	0.0%	0.0%
Street Vendor Permit	16	22	22	22	0.0%	0.0%
Tobacco Permits	170	175	175	177	0.0%	1.1%
Underground Tank Fees	11	0	0	0	N/A	N/A
Underground Tank Permits	80	0	0	0	N/A	N/A
Total Licenses & Permits	3,938	4,156	3,564	3,625	-14.2%	1.7%
Fines						
Administrative Citations/Comm Pres	217	232	242	252	4.3%	4.1%
Bad Check Recoveries	19	21	21	21	0.0%	0.0%
Court Fines - Non-Traffic	210	110	110	110	0.0%	0.0%
Court Fines - Traffic	382	557	560	560	0.5%	0.0%
Lost /Damaged Library Materials	9	8	8	8	0.0%	0.0%
Parking Fines	4,405	3,900	4,200	4,242	7.7%	1.0%
Redlight Camera Program	1,636	1,850	1,850	1,850	0.0%	0.0%
Tobacco Fine	1	1	1	1	0.0%	0.0%
Total Fines	6,879	6,679	6,992	7,044	4.7%	0.7%
Transfers-In						
Transfer from Risk Management	8,200	0	0	0	N/A	N/A
Transfer from Capital Outlay Fund	344	344	0	0	-100.0%	N/A
Transfer from RDA (Pass Through's)	1,833	0	0	0	N/A	N/A
Transfer from PWA Administration Fund	100	0	0	0	N/A	N/A
Transfer from PWA Engineering	205	0	0	0	N/A	N/A
Transfer from Building Maintenance	196	0	0	0	N/A	N/A
Adjustments	(500)	0	0	0	N/A	N/A
Total Transfers-In	10,378	344	0	0	-100.0%	N/A
TOTAL GENERAL FUND 11	209,647	201,110	205,741	204,516	2.3%	-0.6%

ACTIVITY	DEPARTMENT & DIVISION	ACTUAL FY 11-12	ADOPTED FY 12-13	ADOPTED FY 13-14	ADOPTED FY 14-15	as % of FY 13-14 Total GF 11	Increase (Decrease) 12-13 to 13-14 in \$	in %
POLICE DEPARTMENT								
01114400	Office of the Chief of Police	326,770	851,220	778,340	802,610	0.4%	(72,880)	-8.6%
01114401	Fiscal & Budget	493,166	565,260	573,635	593,170	0.3%	8,375	1.5%
01114402	Human Resources	1,161,147	1,432,930	997,015	1,177,660	0.5%	(435,915)	-30.4%
01114403	Building & Facility	3,130,744	3,206,450	3,257,170	3,195,190	1.6%	50,720	1.6%
01114405	Traffic	7,991,870	7,867,820	7,490,015	7,702,155	3.7%	(377,805)	-4.8%
01114410	Training Services	1,605,791	1,533,270	1,599,350	1,380,365	0.8%	66,080	4.3%
01114415	Professional Standards	1,082,370	949,080	1,211,680	1,257,365	0.6%	262,600	27.7%
01114420	Field Operations	35,245,107	35,232,920	40,160,965	41,576,135	19.8%	4,928,045	14.0%
01114425	Information Systems	1,186,958	1,065,175	1,064,955	1,088,670	0.5%	(220)	0.0%
01114430	Animal Services	1,450,565	1,091,610	1,553,225	1,569,050	0.8%	461,615	42.3%
01114435	District Investigations	7,200,737	6,716,730	7,042,500	7,209,865	3.5%	325,770	4.9%
01114440	Crimes Against Persons	6,798,039	6,506,835	8,570,315	8,811,190	4.2%	2,063,480	31.7%
01114445	Special Investigations	5,368,734	5,645,025	0	0	0.0%	(5,645,025)	-100.0%
01114448	Evidence	0	0	642,325	667,340	0.3%	642,325	N/A
01114450	CDC	1,588,968	1,985,525	1,334,560	1,361,245	0.7%	(650,965)	-32.8%
01114455	Forensic Services	2,528,328	2,229,075	2,280,445	2,355,395	1.1%	51,370	2.3%
01114460	Records Services	1,648,746	1,970,900	2,000,900	2,070,695	1.0%	30,000	1.5%
01114465	Communications	3,983,707	4,639,475	4,879,335	5,053,005	2.4%	239,860	5.2%
01114470	Vice	687,985	828,040	941,765	970,010	0.5%	113,725	13.7%
01114475	Jail Operations	15,159,204	15,472,210	15,645,105	16,125,010	7.7%	172,895	1.1%
01114480	Regional Narcotic Supp. Prgm	1,031,189	966,400	1,211,130	1,260,340	0.6%	244,730	25.3%
01114485	Homeland Sec. & Crime Prev.	439,909	425,115	379,250	391,980	0.2%	(45,865)	-10.8%
01114490	Tobacco Retail Lic. Prgm	314	184,420	188,040	192,475	0.1%	3,620	2.0%
	Subtotal	100,110,348	101,365,485	103,802,020	106,810,920	51.2%	2,436,535	2.4%
FIRE DEPARTMENT								
01115300	Office of the Fire Chief	447,692	0	0	0	0.0%	0	N/A
01115310	Fire Prevention	1,146,600	0	0	0	0.0%	0	N/A
01115320	Fire Communications	1,182,816	0	0	0	0.0%	0	N/A
01115330	Fire Suppression & EMS	48,458,622	40,497,605	40,218,470	41,018,818	19.8%	(279,135)	-0.7%
01115340	Fire Information Technology	339,488	0	0	0	0.0%	0	N/A
01115350	Fire Training	35,928	0	0	0	0.0%	0	N/A
01115360	Fire Maintenance	702,557	0	0	0	0.0%	0	N/A
01115370	Fire Fiscal & Budget	138,348	0	0	0	0.0%	0	N/A
	Subtotal	52,452,051	40,497,605	40,218,470	41,018,818	19.8%	(279,135)	-0.7%
PARKS, RECREATION & COMMUNITY SERVICES								
01111150	Library Adult Services	851,377	841,040	986,315	1,025,505	0.5%	145,275	17.3%
01111160	Library Youth Services	620,831	626,050	640,795	662,150	0.3%	14,745	2.4%
01111170	Library Admin. and Support Serv	0	0	0	0	0.0%	0	N/A
01111180	Library Young Adult Services	946	300,980	344,160	355,400	0.2%	43,180	14.3%
01111190	Library Technology and Support :	1,141,494	1,133,070	1,354,681	1,191,115	0.7%	221,611	19.6%
01113200	Administrative Services	1,569,845	1,695,675	1,584,810	1,610,175	0.8%	(110,865)	-6.5%
01113205	Community Affairs	0	0	0	0	0.0%	0	N/A
01113210	Stadium	182,862	123,655	194,845	193,805	0.1%	71,190	57.6%
01113220	S.A. Zoo at Prentice Park	1,508,089	1,702,180	1,886,880	1,935,205	0.9%	184,700	10.9%
01113230	Recreation	3,375,991	3,461,650	4,019,269	3,690,955	2.0%	557,619	16.1%
01113240	Park Ranger Program	782,471	884,990	848,800	833,895	0.4%	(36,190)	-4.1%
01113250	Park Maintenance	4,872,926	5,147,525	5,142,940	5,175,795	2.5%	(4,585)	-0.1%
01113260	Park Building Services	676,169	706,345	706,345	706,345	0.3%	0	0.0%
	Subtotal	15,583,002	16,623,160	17,709,840	17,380,345	8.7%	1,086,680	6.5%
PLANNING & BUILDING AGENCY								
01116500	Administrative Services	1,520,170	1,800,980	1,736,324	1,732,092	0.9%	(64,656)	-3.6%
01116510	Planning Division	1,657,740	1,846,990	1,662,877	1,679,288	0.8%	(184,113)	-10.0%
01116520	New Construction	1,617,730	1,503,110	1,480,386	1,512,608	0.7%	(22,724)	-1.5%
01116530	Permits & Plan Check	1,399,301	1,138,210	1,107,164	1,174,180	0.5%	(31,046)	-2.7%
01116540	Community Preservation	414,819	900,785	844,260	856,280	0.4%	(56,525)	-6.3%
01116550	Proactive Rental Enf. Prgm	558,857	508,315	435,493	474,973	0.2%	(72,822)	-14.3%
	Subtotal	7,168,618	7,698,390	7,266,504	7,429,421	3.6%	(431,886)	-5.6%

ACTIVITY	DEPARTMENT & DIVISION	ACTUAL FY 11-12	ADOPTED FY 12-13	ADOPTED FY 13-14	ADOPTED FY 14-15	as % of FY 13-14 Total GF 11	Increase (Decrease) 12-13 to 13-14 in \$	in %
FINANCE & MANAGEMENT SERVICES								
01110100	Management & Support	354,582	805,000	840,427	894,855	0.4%	35,427	4.4%
01110110	Accounting	581,094	889,225	1,368,860	1,411,815	0.7%	479,635	53.9%
01110115	Payroll	355,699	358,360	333,695	342,105	0.2%	(24,665)	-6.9%
01110120	Purchasing	652,390	708,860	950,285	960,100	0.5%	241,425	34.1%
01110130	Treasury & Customer Svc.	405,465	551,360	818,555	879,765	0.4%	267,195	48.5%
01110140	Information Services	379,650	390,445	0	0	0.0%	(390,445)	-100.0%
	Subtotal	2,728,880	3,703,250	4,311,822	4,488,640	2.1%	608,572	16.4%
ALL OTHERS								
PUBLIC WORKS AGENCY								
01117610	Trans Planning & Project Mgmt	1,739,930	1,717,200	0	0	0.0%	(1,717,200)	-100.0%
01117620	Traffic Signal Maintenance	0	0	2,027,265	2,044,820	1.0%	2,027,265	N/A
01117625	Roadway Markings & Signs	630,070	577,420	555,275	560,050	0.3%	(22,145)	-3.8%
01117630	Street Lighting	2,797,745	2,822,580	2,588,390	2,610,650	1.3%	(234,190)	-8.3%
01117660	Roadway Maintenance	0	0	0	0	0.0%	0	N/A
	Subtotal	5,167,745	5,117,200	5,170,930	5,215,520	2.6%	53,730	1.0%
TRANSFER TO PROJECT FUNDS								
01106019	Building Rehabilitation Fund 73	0	0	0	0	0.0%	0	N/A
01106019	Capital Outlay Fund 51	0	0	0	0	0.0%	0	N/A
01106019	Transfer to Civic Center F74	0	600,000	600,000	600,000	0.3%	0	0.0%
01106019	Police Building Debt Svc.	7,542,183	8,988,105	9,065,000	9,220,000	4.5%	76,895	0.9%
01106019	IS Strategic Plan Charge	2,662,230	2,662,230	0	0	0.0%	(2,662,230)	-100.0%
	Subtotal	10,204,413	12,250,335	9,665,000	9,820,000	4.8%	(2,585,335)	-21.1%
CITY MANAGER'S OFFICE								
01105015	General Non-Departmental	985,753	1,091,280	6,193,890	3,659,890	3.1%	5,102,610	467.6%
01105810	Community Activities - Non Dep	68,321	550,500	550,000	550,000	0.3%	(500)	-0.1%
01103010	City Manager's Office	726,033	1,726,325	1,925,090	1,978,180	0.9%	198,765	11.5%
01104011	Council Services	606,995	0	0	0	0.0%	0	N/A
01104012	Legislative Affairs	273,615	335,805	367,060	367,060	0.2%	31,255	9.3%
	Subtotal	2,660,717	3,703,910	9,036,040	6,555,130	4.5%	5,332,130	144.0%
CITY ATTORNEY'S OFFICE								
01108032	City Attorney's Office	1,822,509	2,173,520	2,127,694	2,180,985	1.0%	(45,826)	-2.1%
	Subtotal	1,822,509	2,173,520	2,127,694	2,180,985	1.0%	(45,826)	-2.1%
PERSONNEL SERVICES								
01109050	Personnel Services	1,294,660	1,275,575	1,223,216	1,256,157	0.6%	(52,359)	-4.1%
	Subtotal	1,294,660	1,275,575	1,223,216	1,256,157	0.6%	(52,359)	-4.1%
BOWERS MUSEUM								
01112030	Bowers Museum	1,513,418	1,482,130	1,474,285	1,474,540	0.7%	(7,845)	-0.5%
	Subtotal	1,513,418	1,482,130	1,474,285	1,474,540	0.7%	(7,845)	-0.5%
CLERK OF THE COUNCIL'S OFFICE								
01107031	Clerk Administration	553,160	607,215	686,770	699,950	0.3%	79,556	13.1%
	Subtotal	553,160	607,215	686,770	699,950	0.3%	79,556	13.1%
	TOTAL ALL OTHERS	23,216,622	26,609,885	29,383,935	27,202,282	14.5%	2,774,051	10.4%

ACTIVITY DEPARTMENT & DIVISION		ACTUAL FY 11-12	ADOPTED FY 12-13	ADOPTED FY 13-14	ADOPTED FY 14-15	as % of FY 13-14 Total GF 11	Increase (Decrease) 12-13 to 13-14 in \$ in %	
GENERAL FUND LESS REDEV. PASS-THROUGHS		201,259,521	196,497,775	202,692,591	204,330,425	100.0%	6,194,816	3.2%
REDEVELOPMENT PASS-THROUGHS								
01106019	Loan to Redevelopment	0	0	0	0	0.0%	0	N/A
01106019	Transfer to Civic Center F74	600,000	0	0	0	0.0%	0	N/A
01106019	Lease Pymts to Parking/Depot	1,600,000	0	0	0	0.0%	0	N/A
01106019	Transfer to F407 DT Dev.	400,000	0	0	0	0.0%	0	N/A
	Total Subtotal	2,600,000	0	0	0	0.0%	0	N/A
TOTAL GENERAL FUND 11		203,859,521	196,497,775	202,692,591	204,330,425	100.0%	6,194,816	3.2%



This Page Intentionally Left Blank

**GENERAL FUND
DEPARTMENT RESOURCE SUMMARY**

CITY MANAGER'S OFFICE

ACTIVITIES	ACTUAL FY 11-12	ADOPTED FY 12-13*	ADOPTED FY 13-14	ADOPTED FY 14-15	
01103010 Administration	726,033	1,726,325	1,925,090	1,978,180	
01104011 Council Services	606,995	0	0	0	
01104012 Legislative	273,615	335,805	367,060	367,060	
TOTAL	<u>1,606,643</u>	<u>2,062,130</u>	<u>2,292,150</u>	<u>2,345,240</u>	
*Effective FY12-13, Council Services funded under City Manager's Administration budget.					
OPERATING EXPENSE	ACTUAL FY 11-12	ADOPTED FY 12-13*	ADOPTED FY 13-14	ADOPTED FY 14-15	
61000 Personnel	1,142,351	1,597,460	1,789,706	1,844,415	
62000 Contractual	259,706	249,650	289,844	288,225	
63000 Commodities	30,756	44,475	46,770	46,770	
65000 Fixed Charges	173,830	170,545	165,830	165,830	
66000 Capital	0	0	0	0	
TOTAL	<u>1,606,643</u>	<u>2,062,130</u>	<u>2,292,150</u>	<u>2,345,240</u>	
Class Code	AUTHORIZED PERSONNEL	ADOPTED FY 12-13		ADOPTED FY 13-14	
		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	1.40 **		1.00	
0400	Executive Director of External Affairs	1.00		0.00	
0670	Executive Assistant To the City Manager	1.00		1.00	
2925	Communications Manager	1.00		1.00	
6360	Senior Management Assistant	0.00		2.00	
1070	Secretary to the City Manager	1.00	0.00	1.00	
0900	Executive Assistant	3.00		3.00	
	TOTAL	<u>9.40</u>	<u>7.00</u>	<u>10.00</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 Administration		ACCOUNTING UNIT 01103010			
Account Code	LINE ITEM RESOURCES	ACTUAL FY 11-12	ADOPTED FY 12-13*	ADOPTED FY 13-14	ADOPTED FY 14-15
61000	Salaries & Wages Regular	390,887	1,244,695	1,333,201	1,337,050
61040	Salaries -Overtime	1,884	0	0	0
61100	Retirement Plan	64,610	153,025	195,280	245,810
61120	Medicare Insurance	4,458	13,310	16,560	16,620
61130	Employees Insurance	31,183	109,030	124,975	124,975
61170	Retiree Medical Insurance	5,851	17,620	26,465	26,610
61180	Compensation Insurance	19,168	29,725	32,390	32,515
	SUBTOTAL PERSONNEL	<u>518,042</u>	<u>1,567,405</u>	<u>1,728,871</u>	<u>1,783,580</u>
62010	Communications	21,513	24,600	20,000	20,000
62120	Travel & Conferences	5,987	6,000	12,000	12,000
62140	Membership & Dues	1,775	3,000	16,319	14,700
62300	Other Contractual Services	85,806	0	25,000	25,000
62700	Auto Expense	0	12,000	12,000	12,000
	SUBTOTAL CONTRACTUAL	<u>115,082</u>	<u>45,600</u>	<u>85,319</u>	<u>83,700</u>
63001	Miscellaneous Operating Expense	24,294	33,675	33,675	33,675
63300	Gas & Diesel	0	0	2,295	2,295
	SUBTOTAL COMMODITIES	<u>24,294</u>	<u>33,675</u>	<u>35,970</u>	<u>35,970</u>
65000	Building Rental	51,910	62,885	62,885	62,885
65010	Equipment Rental, City	14,535	12,240	7,525	7,525
65100	Insurance (Risk Management)	2,170	4,520	4,520	4,520
	SUBTOTAL FIXED CHARGES	<u>68,615</u>	<u>79,645</u>	<u>74,930</u>	<u>74,930</u>
	TOTAL OPERATING	<u><u>726,033</u></u>	<u><u>1,726,325</u></u>	<u><u>1,925,090</u></u>	<u><u>1,978,180</u></u>
*Effective FY12-13, Council Services funded under City Manager's Administration budget.					
Class Code	AUTHORIZED PERSONNEL	ADOPTED FY 12-13		ADOPTED FY 13-14	
		Full Time	Part Time	Full Time	Part Time
1790	City Manager	1.00		1.00	
2491	Deputy City Manager	1.40	**	1.00	
0400	Executive Director of External Affairs	1.00		0.00	
0670	Executive Assistant to the City Manager	1.00		1.00	
2925	Communications Manager	1.00		1.00	
6360	Senior Management Assistant	0.00		2.00	
1070	Secretary to the City Manager	1.00		1.00	
0900	Executive Assistant	3.00		3.00	
	TOTAL	<u>9.40</u>		<u>10.00</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			
Account Code	LINE ITEM RESOURCES	ACTUAL FY 11-12	ACTUAL FY 12-13*	ADOPTED FY 13-14	ADOPTED FY 14-15
61000	Salaries & Wages-Regular	473,964	0	0	0
61020	Salaries & Wages-Temporary	0	0	0	0
61040	Salaries -Overtime	0	0	0	0
61100	Retirement Plan	49,409	0	0	0
61120	Medicare Insurance	3,163	0	0	0
61130	Employees Insurance	38,879	0	0	0
61170	Retiree Medical Insurance	7,247	0	0	0
61180	Compensation Insurance	10,785	0	0	0
	SUBTOTAL PERSONNEL	<u>583,447</u>	<u>0</u>	<u>0</u>	<u>0</u>
62010	Communications	2,885	0	0	0
62120	Training & Transportation	361	0	0	0
62140	Membership, & Dues	0	0	0	0
62300	Other Contractual Services	301	0	0	0
62700	Auto Expense	6,000	0	0	0
	SUBTOTAL CONTRACTUAL	<u>9,547</u>	<u>0</u>	<u>0</u>	<u>0</u>
63001	Operating Materials & Supplies	6	0	0	0
	SUBTOTAL COMMODITIES	<u>6</u>	<u>0</u>	<u>0</u>	<u>0</u>
65000	Building & Site Rental	10,975	0	0	0
65100	Insurance (Risk Management)	3,020	0	0	0
	SUBTOTAL FIXED CHARGES	<u>13,995</u>	<u>0</u>	<u>0</u>	<u>0</u>
66400	Machinery & Equipment	0	0	0	0
	SUBTOTAL CAPITAL	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>
	TOTAL	<u><u>606,995</u></u>	<u><u>0</u></u>	<u><u>0</u></u>	<u><u>0</u></u>
*Effective FY12-13, Council Services funded under City Manager's Administration budget.					
Class Code	AUTHORIZED PERSONNEL	ADOPTED FY 12-13		ADOPTED FY 13-14	
		Full Time	Part Time	Full Time	Part Time
0400	Executive Director of External Affairs	0.00		0.00	
0670	Executive Assistant to the City Manager	0.00		0.00	
1070	Secretary to the City Manager	0.00		0.00	
0900	Executive Assistant	0.00	0.00	0.00	0.00
	TOTAL	<u>0.00</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			
Account Code	LINE ITEM RESOURCES	ACTUAL FY 11-12	ADOPTED FY 12-13	ADOPTED FY 13-14	ADOPTED FY 14-15
61000	Salaries & Wages-Regular	0	0	0	0
61020	Salaries & Wages-Part-Time	11,900	12,400	12,400	12,400
61100	Retirement Plan	161	70	310	310
61110	Part-Time Retirement	139	60	240	240
61120	Medicare Insurance	720	400	1,050	1,050
61130	Employees Insurance	27,693	17,000	46,460	46,460
61180	Compensation Insurance	249	125	375	375
	SUBTOTAL PERSONNEL	<u>40,862</u>	<u>30,055</u>	<u>60,835</u>	<u>60,835</u>
62010	Communications	3,741	4,050	4,525	4,525
62120	Travel & Conferences	14,320	21,000	21,000	21,000
62140	Membership & Dues	206	7,000	7,000	7,000
62300	Other Contractual Services	69,061	68,000	110,000	110,000
62302	Other Personnel Services	0	0	0	0
63030	Community Events	0	14,000	14,000	14,000
62600	Parking Validation	5,750	6,000	6,000	6,000
62700	Auto Expense	42,000	84,000	42,000	42,000
	SUBTOTAL CONTRACTUAL	<u>135,077</u>	<u>204,050</u>	<u>204,525</u>	<u>204,525</u>
63001	Misc. Operating Expense	6,456	10,800	10,800	10,800
	SUBTOTAL COMMODITIES	<u>6,456</u>	<u>10,800</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	2,170	2,170	2,170
	SUBTOTAL FIXED CHARGES	<u>91,220</u>	<u>90,900</u>	<u>90,900</u>	<u>90,900</u>
	TOTAL	<u><u>273,615</u></u>	<u><u>335,805</u></u>	<u><u>367,060</u></u>	<u><u>367,060</u></u>

Class Code	AUTHORIZED PERSONNEL	ADOPTED FY 12-13		ADOPTED FY 13-14	
		Full Time	Part Time	Full Time	Part Time
	Mayor		1.00		1.00
	Councilmembers		6.00		6.00
	TOTAL		<u>7.00</u>		<u>7.00</u>

**GENERAL FUND
DEPARTMENT RESOURCE SUMMARY**

NON-DEPARTMENTAL & INTERFUND TRANSFERS

ACTIVITIES	ACTUAL FY 11-12	ADOPTED FY 12-13	ADOPTED FY 13-14	ADOPTED FY 13-14	
01105015 General Non-Departmental	985,753	1,091,280	6,193,890	3,659,890	
01105810 Community Activities Non-Departmental	68,321	550,500	550,000	550,000	
01106019 Interfund Transfers	12,804,413	12,250,335	9,665,000	9,820,000	
TOTAL	<u>13,858,487</u>	<u>13,892,115</u>	<u>16,408,890</u>	<u>14,029,890</u>	
OPERATING EXPENSE	ACTUAL FY 11-12	ADOPTED FY 12-13	ADOPTED FY 13-14	ADOPTED FY 13-14	
61000 Personnel	67,337	465,000	419,105	419,105	
62000 Contractual	319,598	467,120	2,888,450	354,450	
63000 Commodities	15,318	22,835	63,395	63,395	
65000 Fixed Charges	2,662,995	2,662,230	2,693,115	2,693,115	
66000 Capital	0	7,000	0	0	
67000 Debt Service	651,055	679,825	679,825	679,825	
68000 Interfund Transfers	8,542,183	9,588,105	9,665,000	9,820,000	
68000 Miscellaneous (Loans & Leases)	1,600,000	0	0	0	
TOTAL	<u>13,858,487</u>	<u>13,892,115</u>	<u>16,408,890</u>	<u>14,029,890</u>	
Class Code	AUTHORIZED PERSONNEL	ADOPTED FY 12-13		ADOPTED FY 13-14	
		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 General Non-Departmental		ACCOUNTING UNIT 01105015			
Account Code	LINE ITEM RESOURCES	ACTUAL FY 11-12	ADOPTED FY 12-13	ADOPTED FY 13-14	ADOPTED FY 14-15
61000	Salaries Regular	29	0	0	0
61100	Retirement Contribution	3	0	0	0
61130	Health Insurance	3	0	0	0
	SUBTOTAL PERSONNEL	<u>35</u>	<u>0</u>	<u>0</u>	<u>0</u>
62140	Membership, Subscriptions, Dues	72,783	57,845	145,000	145,000
62300	Contract Services-Professional	246,800	323,775	2,684,000	150,000
	SUBTOTAL CONTRACTUAL	<u>319,583</u>	<u>381,620</u>	<u>2,829,000</u>	<u>295,000</u>
63001	Misc. Operating Expenses	14,314	22,835	22,835	22,835
	SUBTOTAL COMMODITIES	<u>14,314</u>	<u>22,835</u>	<u>22,835</u>	<u>22,835</u>
65050	Automation Plan*	0	0	2,662,230	2,662,230
65205	Internal Depts.-Personnel	765	0	0	0
	SUBTOTAL FIXED CHARGES	<u>765</u>	<u>0</u>	<u>2,662,230</u>	<u>2,662,230</u>
66400	Machinery & Equipment	0	7,000	0	0
	SUBTOTAL CAPITAL	<u>0</u>	<u>7,000</u>	<u>0</u>	<u>0</u>
67100	Principal-Debt Service	651,055	679,825	679,825	679,825
	SUBTOTAL DEBT SERVICE	<u>651,055</u>	<u>679,825</u>	<u>679,825</u>	<u>679,825</u>
	TOTAL OPERATING	<u>985,753</u>	<u>1,091,280</u>	<u>6,193,890</u>	<u>3,659,890</u>
Class Code	AUTHORIZED PERSONNEL	ADOPTED FY 12-13		ADOPTED FY 13-14	
		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. <i>*Prior years cross charges were reflected under Interfund Transfers AU 01106019</i>				

GENERAL FUND

NON-DEPARTMENTAL		ACCOUNTING UNIT			
Community Activities-Non-Departmental		01105810			
Account Code	LINE ITEM RESOURCES	ACTUAL FY 11-12	ADOPTED FY 12-13	ADOPTED FY 13-14	ADOPTED FY 14-15
61000	Salaries Regular	50,664	465,000	307,375	307,375
61100	Retirement Employer Contribution	4,926	0	44,600	44,600
61120	Medicare Insurance	984	0	4,365	4,365
61130	Health Insurance	9,664	0	52,945	52,945
61170	Retiree Health Insurance		0	5,265	5,265
61180	Workers Compensation Insurance	1,064	0	4,555	4,555
	SUBTOTAL PERSONNEL	67,302	465,000	419,105	419,105
62010	Communications	0	0	4,650	4,650
62012	Cellular Phone Charges	15	0	600	600
62120	Training, Transportation, Meetings	0	0	1,600	1,600
62140	Membership, Subscriptions, Dues	0	0	19,800	19,800
62300	Contract Services-Professional	0	85,500	32,800	32,800
	SUBTOTAL CONTRACTUAL	15	85,500	59,450	59,450
63001	Misc. Operating Expenses	1,004	0	40,135	40,135
63300	Gas & Diesel	0	0	425	425
	SUBTOTAL COMMODITIES	1,004	0	40,560	40,560
65000	Building Rental	0	0	14,045	14,045
65010	Rental City Equipment	0	0	1,995	1,995
65040	Computer Service Charge	0	0	145	145
65050	I.S. Strategic Plan	0	0	5,540	5,540
65100	Insurance Charges	0	0	9,160	9,160
	SUBTOTAL FIXED CHARGES	0	0	30,885	30,885
	TOTAL OPERATING	68,321	550,500	550,000	550,000
Class Code	AUTHORIZED PERSONNEL	ADOPTED FY 12-13		ADOPTED FY 13-14	
		Full Time	Part Time	Full Time	Part Time
2870	Exec. Director of Community Development †	0.00		0.05	
	Community Development Manager †	0.00		0.45	
7610	Community Development District Manager *	2.00		1.50	
7580	Housing Program Aide *	1.00		0.00	
7330	Senior Office Assistant *	1.00		0.75	
	TOTAL	4.00	0.00	2.75	0.00
	* Funded by GF 75% and CDA 25%				
	† Funded by various accounts between CDA & GF				

GENERAL FUND

INTERFUND TRANSFERS		ACCOUNTING UNIT			
Interfund Transfers		01106019			
Account Code	LINE ITEM RESOURCES	ACTUAL FY 11-12	ADOPTED FY 12-13	ADOPTED FY 13-14	ADOPTED FY 14-15
PAYMENTS					
65050	Information Services Strategic Plan*	2,662,230	2,662,230	0	0
	SUBTOTAL FIXED CHARGES	<u>2,662,230</u>	<u>2,662,230</u>	<u>0</u>	<u>0</u>
TRANSFER TO FUND					
68000	074 Transfer to Civic Center Maintenance	600,000	600,000	600,000	600,000
68000	400 Transfer to Police Building Debt Service	7,542,183	8,988,105	9,065,000	9,220,000
68000	407 Transfer to Downtown Development	400,000	0	0	0
	SUBTOTAL INTER FUND TRANSFERS	<u>8,542,183</u>	<u>9,588,105</u>	<u>9,665,000</u>	<u>9,820,000</u>
OTHER PAYMENTS					
68010	027 Lease Payments to Parking Fund	1,600,000	0	0	0
	SUBTOTAL OTHER PAYMENTS	<u>1,600,000</u>	<u>0</u>	<u>0</u>	<u>0</u>
	TOTAL	<u><u>12,804,413</u></u>	<u><u>12,250,335</u></u>	<u><u>9,665,000</u></u>	<u><u>9,820,000</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>* I.S. Strategic Plan cross charge is reflected in Non-Departmental, 01105015 for Fiscal Years 13-14 and 14-15</p>					

**GENERAL FUND
DEPARTMENT RESOURCE SUMMARY**

CLERK OF THE COUNCIL OFFICE

ACTIVITIES	ACTUAL FY 11-12	ADOPTED FY 12-13	ADOPTED FY 13-14	ADOPTED FY 14-15
01107031 Clerk Administration and Elections	553,160	607,215	686,770	699,950
TOTAL	<u>553,160</u>	<u>607,215</u>	<u>686,770</u>	<u>699,950</u>
OPERATING EXPENSE	ACTUAL FY 11-12	ADOPTED FY 12-13	ADOPTED FY 13-14	ADOPTED FY 14-15
61000 Personnel	447,023	469,485	530,160	555,340
62000 Contractual	42,981	58,650	93,500	81,500
63000 Commodities	23,771	40,970	25,000	25,000
65000 Fixed Charges	39,385	38,110	38,110	38,110
66000 Capital	0	0	0	0
TOTAL	<u>553,160</u>	<u>607,215</u>	<u>686,770</u>	<u>699,950</u>
Class Code AUTHORIZED PERSONNEL	ADOPTED FY 12-13		ADOPTED FY 13-14	
	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 2012-2013

- * Coordinated the 2012 General Municipal Election including Charter Amendment on mayoral term limits.
- * Assisted in the Fire Department transition as it relates to public records and files.
- * Reviewed and assisted with the update to the City Council Handbook.
- * Comprehensive review and update of the City's Records Retention Schedule and determine if records retention schedules and maintenance guidelines are appropriate; examine alternative storage solutions for departmental records.
- * In conjunction with the City Attorney, reviewed and updated the City's Conflict of Interest Code disclosure categories and employee designations as required on a biennial basis.
- * Processed Voter Initiative regarding Medical Marijuana that qualified for November 2014 ballot.
- * Assisted with implementation of Open Calendars process as required by Sunshine Ordinance.
- * Assisted in the redesign of the City 's website to include open government concept.

Action Plan for FY 2013-2014

- * Update Boards & Commissions Handbook.
- * Streamline agreement and insurance processes; develop database for contracts process involving the City Attorney, Finance, and City Clerk departments; and conduct citywide training.
- * Conduct training to Recording Secretaries on motions, and standardizes agendas and minutes.
- * Explore systems that will web stream City Council Meetings and facilitate in the preparation of Minutes.
- * Investigate storage options for contracts and legislative documents due to lack of storage capacity in office.
- * Continue to assist with City Council Committee on Code of Conduct and Ethics.

GENERAL FUND

CLERK OF THE COUNCIL OFFICE		ACCOUNTING UNIT			
Clerk Administration and Elections		01107031			
Account Code	LINE ITEM RESOURCES	ACTUAL FY 11-12	ADOPTED FY 12-13	ADOPTED FY 13-14	ADOPTED FY 14-15
61000	Salaries-Regular	348,029	365,410	399,290	403,110
61020	Salaries & Wages-Temporary	0	0	0	0
61040	Salaries-Overtime	1,373	4,000	4,000	4,000
61100	Retirement-Employer Contribution	37,283	36,845	58,875	74,620
61120	Medicare Insurance	5,130	5,300	5,760	5,815
61130	Health Insurance	43,856	45,965	49,465	54,845
61170	Retiree Health Benefits	4,500	4,920	5,285	5,350
61180	Workers Compensation Insurance	6,852	7,045	7,485	7,600
	SUBTOTAL PERSONNEL	<u>447,023</u>	<u>469,485</u>	<u>530,160</u>	<u>555,340</u>
62010	Communications	3,108	5,655	2,500	2,500
62120	Training & Transportation	90	5,000	3,000	3,000
62140	Membership, Subscription & Dues	1,151	3,355	2,000	2,000
62200	Advertising	5,870	7,320	6,000	6,000
62300	Contract Services Professional	22,898	28,320	71,000	59,000
62600	Parking Validations	3,864	3,000	3,000	3,000
62700	Auto Expense	6,000	6,000	6,000	6,000
	SUBTOTAL CONTRACTUAL	<u>42,981</u>	<u>58,650</u>	<u>93,500</u>	<u>81,500</u>
63001	Operating Materials & Supplies	23,771	40,970	25,000	25,000
	SUBTOTAL COMMODITIES	<u>23,771</u>	<u>40,970</u>	<u>25,000</u>	<u>25,000</u>
65000	Building Rental	29,485	29,485	29,485	29,485
65100	Insurance Charges	9,900	8,625	8,625	8,625
	SUBTOTAL FIXED CHARGES	<u>39,385</u>	<u>38,110</u>	<u>38,110</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>553,160</u></u>	<u><u>607,215</u></u>	<u><u>686,770</u></u>	<u><u>699,950</u></u>

Class Code	AUTHORIZED PERSONNEL	ADOPTED FY 12-13		ADOPTED FY 13-14	
		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 11-12	ADOPTED FY 12-13	ADOPTED FY 13-14	ADOPTED FY 14-15
01108032	City Attorney's Office	1,822,509	2,173,520	2,127,694	2,180,985
	TOTAL	<u>1,822,509</u>	<u>2,173,520</u>	<u>2,127,694</u>	<u>2,180,985</u>
OPERATING EXPENSE		ACTUAL FY 11-12	ADOPTED FY 12-13	ADOPTED FY 13-14	ADOPTED FY 14-15
61000	Personnel	1,547,624	1,620,775	1,578,150	1,635,635
62000	Contractual	130,027	416,885	413,684	409,490
63000	Commodities	23,691	18,000	18,000	18,000
65000	Fixed Charges	106,150	105,360	105,360	105,360
66000	Capital	15,017	12,500	12,500	12,500
69000	Miscellaneous	0	0	0	0
	TOTAL	<u>1,822,509</u>	<u>2,173,520</u>	<u>2,127,694</u>	<u>2,180,985</u>
Class Code	AUTHORIZED PERSONNEL	ADOPTED FY 12-13		ADOPTED FY 13-14	
		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		4.50	
7120	Senior Legal Secretary	2.00		2.00	
1675	Senior Paralegal	1.00		1.00	
	SUBTOTAL	<u>11.50</u>	<u> </u>	<u>10.50</u>	<u> </u>
1620	Assistant City Attorney (PD)	0.50		0.50	
1675	Senior Paralegal (Liability Fund)	1.00		1.00	
	TOTAL	<u>13.00</u>	<u> </u>	<u>12.00</u>	<u> </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 8 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			
Account Code	LINE ITEM RESOURCES	ACTUAL FY 11-12	ADOPTED FY 12-13	ADOPTED FY 13-14	ADOPTED FY 14-15
61000	Salaries & Wages-Regular*	1,220,776	1,241,270	1,138,620	1,143,665
61020	Salaries & Wages, Part-Time	-	-	-	-
61040	Salaries & Wages-Overtime	-	-	-	-
61100	Retirement Plan	130,803	168,450	190,285	239,690
61110	Retirement Part-Time	-	-	-	-
61120	Medicare Insurance	16,441	19,140	17,590	17,665
61130	Employees Insurance	130,357	151,100	157,160	159,795
61170	Retiree Medical Insurance	17,666	4,095	40,910	41,085
61180	Compensation Insurance	31,581	36,720	33,585	33,735
	SUBTOTAL PERSONNEL	<u>1,547,624</u>	<u>1,620,775</u>	<u>1,578,150</u>	<u>1,635,635</u>
62010	Communications	16,303	26,420	26,420	26,420
62120	Training & Transportation	1,037	10,000	10,000	10,000
62140	Membership, Subscription & Dues	4,482	10,000	10,000	10,000
62300	Other Contractual Services	102,006	349,465	352,264	348,070
62302	Other Personnel Services	-	15,000	15,000	15,000
62600	Parking Validation	200	-	-	-
62700	Auto Expense	6,000	6,000	-	-
	SUBTOTAL CONTRACTUAL	<u>130,027</u>	<u>416,885</u>	<u>413,684</u>	<u>409,490</u>
63001	Operating Materials & Supplies	23,691	18,000	18,000	18,000
	SUBTOTAL COMMODITIES	<u>23,691</u>	<u>18,000</u>	<u>18,000</u>	<u>18,000</u>
65000	Building & Site Rental	100,000	100,000	100,000	100,000
65100	Insurance (Risk Management)	6,150	5,360	5,360	5,360
	SUBTOTAL FIXED CHARGES	<u>106,150</u>	<u>105,360</u>	<u>105,360</u>	<u>105,360</u>
66600	Books, Records & Video	15,017	12,500	12,500	12,500
66510	Computer Software	-	-	-	-
	SUBTOTAL CAPITAL	<u>15,017</u>	<u>12,500</u>	<u>12,500</u>	<u>12,500</u>
	TOTAL	<u><u>1,822,509</u></u>	<u><u>2,173,520</u></u>	<u><u>2,127,694</u></u>	<u><u>2,180,985</u></u>

Class Code	AUTHORIZED PERSONNEL	ADOPTED FY 12-13		ADOPTED FY 13-14	
		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		4.50	
7120	Senior Legal Secretary	2.00		2.00	
1675	Senior Paralegal	1.00		1.00	
	SUBTOTAL	<u>11.50</u>		<u>10.50</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><u>13.00</u></u>		<u><u>12.00</u></u>	

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

**GENERAL FUND
DEPARTMENT RESOURCE SUMMARY**

PERSONNEL SERVICES

ACTIVITIES	ACTUAL FY 11-12	ADOPTED FY 12-13	ADOPTED FY 13-14	ADOPTED FY 14-15
01109050 Personnel Services	1,294,660	1,275,575	1,223,216	1,256,157
TOTAL	<u>1,294,660</u>	<u>1,275,575</u>	<u>1,223,216</u>	<u>1,256,157</u>
OPERATING EXPENSE	ACTUAL FY 11-12	ADOPTED FY 12-13	ADOPTED FY 13-14	ADOPTED FY 14-15
61000 Personnel	1,022,525	957,975	976,060	1,011,210
62000 Contractual	112,554	135,415	113,458	111,249
63000 Commodities	56,431	79,830	79,830	79,830
65000 Fixed Charges	103,150	102,355	53,868	53,868
66000 Capital	0	0	0	0
TOTAL	<u>1,294,660</u>	<u>1,275,575</u>	<u>1,223,216</u>	<u>1,256,157</u>
Class Code AUTHORIZED PERSONNEL	ADOPTED FY 12-13		ADOPTED FY 13-14	
	Full Time	Part Time	Full Time	Part Time
1830 Executive Director, Personnel Services	0.20		0.20	
1540 Senior Personnel Analyst	4.00		3.50	
0770 Senior Personnel Technician	1.00		1.00	
7300 Senior Personnel Services Specialist	1.00		1.00	
7530 Personnel Executive Secretary	0.40		0.40	
7070 Personnel Services Specialist	0.60		0.60	
9060 Clerical Aide		0.00		1.00
1280 Training Coordinator	0.00		1.00	
2680 Data Entry Specialist	1.00		0.00	
TOTAL GENERAL FUND	<u>8.20</u>	<u>0.00</u>	<u>7.70</u>	<u>1.00</u>
SECTION 3: INTERNAL FUNDS				
08009051 Liability & Property	1.85		1.85	
08209054 Workers' Compensation	7.85		7.85	
08109053 Employee Benefits	6.35		6.35	
SECTION 5: SPECIAL REVENUE				
03109050 Air Quality Improvement Trust Fund	1.75		1.75	
TOTAL POSITIONS	<u>17.80</u>	<u>0.00</u>	<u>17.80</u>	<u>0.00</u>
TOTAL POSITIONS	<u>26.00</u>	<u>0.00</u>	<u>25.50</u>	<u>1.00</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 2012-2013				
<ul style="list-style-type: none"> * Successful negotiations with CASA, SAMA, and PMA. * Reopened negotiations with the POA and SEIU. * Negotiated Letter of Agreements with SEIU (PTCS & PT). * Implemented program to comply with AB1028. * Completed Meet & Confer with SEIU for outsourcing Roadway Sweeping & Parking Control. * Initiated recruitment for City Manager. * Reorganization of CDA following elimination of RDA. * Timely completion of State-mandated AB1825 Sexual Harassment Training, citywide. * Successful CHP/BIT audit of Department of Transportation (DOT) random drug and alcohol testing programs. 				
Action Plan for FY 2013-2014				
<ul style="list-style-type: none"> * Continue to coordinate flow of grievances and disciplinary process to ensure a consistent approach. * Continue to function as Equal Opportunity Officer for City and the Workforce Investment Board. * Continue to support and assist departments with personnel issues by recommending appropriate intervention strategies for successful resolution. * Assist 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. * Continued compliance with 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. * 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 10-11	FY 11-12	FY 12-13	FY 13-14
Service Level				
# of recruitments	39	39	30	35
# of exams administered	58	58	40	40
# of general training classes offered	21	21	16	16
# of grievances processed	0	0	2	4
Efficiency				
% of department costs funded by General Fund	1%	1%	1%	10%
Average # of days to establish eligible lists	34	34	30	30
% of classes with current job specification	55%	55%	70%	70%
Effectiveness				
% of minority representation in workforce	68.0%	68.0%	69.0%	69.0%
% of new employees passing probation	68.4%	68.4%	92.0%	92.0%
% of appointments filled by promotion	61.0%	61.0%	70.0%	70.0%
% annual attrition rate	5.9%	5.9%	5.5%	5.5%

GENERAL FUND

PERSONNEL SERVICES		ACCOUNTING UNIT			
Personnel Services		01109050			
Account Code	LINE ITEM RESOURCES	ACTUAL FY 11-12	ADOPTED FY 12-13	ADOPTED FY 13-14	ADOPTED FY 14-15
61000	Salaries & Wages-Regular	766,355	746,775	736,725	737,525
61020	Salaries & Wages-Temporary	56,741	0	14,440	14,440
61040	Salaries & Wages-Overtime	1,050	21,200	15,000	15,000
61100	Retirement Plan	83,812	88,470	109,210	137,180
61110	Part-Time Retirement	1,456	0	540	545
61120	Medicare Insurance	11,539	10,830	10,890	10,905
61130	Employees Insurance	79,632	69,615	67,875	74,215
61170	Retiree Health Insurance	12,285	12,690	12,895	12,905
61180	Compensation Insurance	9,654	8,395	8,485	8,495
	SUBTOTAL PERSONNEL	<u>1,022,525</u>	<u>957,975</u>	<u>976,060</u>	<u>1,011,210</u>
62010	Communications	11,725	15,315	5,000	5,000
62120	Training & Transportation	2,568	40,605	37,663	35,454
62140	Membership, Subscription & Dues	1,759	0	0	0
62300	Other Contractual Services	51,385	40,095	40,095	40,095
62302	Other Personnel Services	41,423	25,000	17,500	17,500
62322	M & R Machine & Equipment	293	10,000	10,000	10,000
62600	Parking Validation	3,002	2,000	2,000	2,000
62700	Auto Expense	400	2,400	1,200	1,200
	SUBTOTAL CONTRACTUAL	<u>112,554</u>	<u>135,415</u>	<u>113,458</u>	<u>111,249</u>
63001	Operating Materials & Supplies	56,431	79,830	79,830	79,830
	SUBTOTAL COMMODITIES	<u>56,431</u>	<u>79,830</u>	<u>79,830</u>	<u>79,830</u>
65000	Building & Site Rental	96,975	96,975	48,488	48,488
65100	Insurance (Risk Management)	6,175	5,380	5,380	5,380
	SUBTOTAL FIXED CHARGES	<u>103,150</u>	<u>102,355</u>	<u>53,868</u>	<u>53,868</u>
66400	Machinery & Equipment	0	0	0	0
66510	Computer Software	0	0	0	0
	SUBTOTAL CAPITAL	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>
	TOTAL	<u>1,294,660</u>	<u>1,275,575</u>	<u>1,223,216</u>	<u>1,256,157</u>

Class Code	AUTHORIZED PERSONNEL	ADOPTED FY 12-13		ADOPTED FY 13-14	
		Full Time	Part Time	Full Time	Part Time
01830	Executive Director, Personnel Services	0.20		0.20	
01540	Senior Personnel Analyst	4.00		3.50	
00770	Senior Personnel Technician	1.00		1.00	
07300	Senior Personnel Services Specialist	1.00		1.00	
07530	Personnel Executive Secretary	0.40		0.40	
07070	Personnel Services Specialist	0.60		0.60	
01280	Training Coordinator	0.00		1.00	
02680	Data Entry Specialist	1.00		0.00	
	TOTAL	<u>8.20</u>	<u>0.00</u>	<u>7.70</u>	<u>0.00</u>

**GENERAL FUND
DEPARTMENT RESOURCE SUMMARY**

FINANCE & MANAGEMENT SERVICES

ACTIVITIES	ACTUAL FY 11-12	ADOPTED FY 12-13	ADOPTED FY 13-14	ADOPTED FY 14-15
01110100 Management & Support	354,582	805,000	840,427	894,855
01110110 Accounting	581,094	889,225	1,368,860	1,411,815
01110115 Payroll	355,699	358,360	333,695	342,105
01110120 Purchasing	652,390	708,860	950,285	960,100
01110130 Treasury & Customer Service	405,465	551,360	818,555	879,765
01110140 Information Services	379,650	390,445	0	0
TOTAL	<u>2,728,881</u>	<u>3,703,250</u>	<u>4,311,822</u>	<u>4,488,640</u>

OPERATING EXPENSE	ACTUAL FY 11-12	ADOPTED FY 12-13	ADOPTED FY 13-14	ADOPTED FY 14-15
61000 Personnel	4,476,213	5,077,160	5,354,145	5,520,720
62000 Contractual	475,721	819,975	740,377	750,610
63000 Commodities	216,310	228,035	230,060	230,070
65000 Fixed Charges	(2,495,078)	(2,421,920)	(2,012,760)	(2,012,760)
66000 Capital	0	0	0	0
67000 Debt Service	55,716	0	0	0
TOTAL	<u>2,728,882</u>	<u>3,703,250</u>	<u>4,311,822</u>	<u>4,488,640</u>

Class Code	AUTHORIZED PERSONNEL	ADOPTED FY 12-13		ADOPTED FY 13-14	
		Full Time	Part Time	Full Time	Part Time
1120	Accounting Manager	0.00		0.50	
1140	Accountant I	3.00		2.50	
1150	Accountant II	4.00		3.00	
7009	Accounts Payable Supervisor	1.00		1.00	
7015	Accounting Assistant/Systems Technician	0.00		0.67	
0190	Administrative Services Manager	0.65		0.00	
2660	Applications/Tech Support Manager	0.50		0.00	
1180	Assistant Director of Finance & Mgmt Svcs	0.55		0.55	
0490	Budget & Research Manager	1.00		0.93	
0496	Budget Analyst	0.90		0.00	
0495	Senior Budget Analyst	0.00		0.93	
1240	Business Tax Collector/Inspector	2.00		2.00	
1350	Buyer	2.00		3.00	
1355	Buyer/Systems Technician	0.00		0.67	
1220	Customer Service Representative	8.00		8.00	
1190	Executive Director, Finance & Management	0.35		0.35	
0620	Finance Executive Secretary	1.00		1.00	
0960	Information Services Manager	0.25		0.00	
1210	Meter Reader Collector	4.00		4.00	
0020	Micro Systems Technician	1.00		0.00	

**GENERAL FUND
DEPARTMENT RESOURCE SUMMARY**

FINANCE & MANAGEMENT SERVICES

Class Code	AUTHORIZED PERSONNEL	ADOPTED FY 12-13		ADOPTED FY 13-14	
		Full Time	Part Time	Full Time	Part Time
7410	Payroll Technician	2.00		2.00	
2630	Principal Programmer Analyst	5.00		0.00	
0547	Purchasing Specialist	1.00		2.00	
1090	Revenue Supervisor	1.00		1.00	
7490	Senior Accountant	2.00		3.00	
7016	Senior Accounting Assistant/Systems Tech.	0.00		0.67	
7280	Senior Accounting Assistant	1.00		1.00	
0480	Senior Financial Analyst	1.00		1.00	
0150	Senior Management Analyst	1.00		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)		3.00		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>49.20</u>	<u>21.00</u>	<u>45.76</u>	<u>21.00</u>
	SECTION 3: INTERNAL FUNDS				
07110100	Central Services	4.40	2.00	2.15	2.00
07310100	Building Maintenance	15.25	7.00	14.25	8.00
07510100	Fleet Maintenance	23.40	3.00	22.95	3.00
07510102	Stores & Property Control	2.03	3.00	2.33	3.00
08510138	Corporate Yard Operations	0.00	3.00	0.20	4.00
10210140	Communication Services	2.17		2.32	
10910-Var	IS Strategic Plan	13.55		15.04	
	TOTAL OTHER FUNDS	<u>60.80</u>	<u>18.00</u>	<u>59.24</u>	<u>20.00</u>
	TOTAL PERSONNEL	<u>110.00</u>	<u>39.00</u>	<u>105.00</u>	<u>41.00</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			
Account Code	LINE ITEM RESOURCES	ACTUAL FY 11-12	ADOPTED FY 12-13	ADOPTED FY 13-14	ADOPTED FY 14-15
61000	Salaries & Wages-Regular	226,174	442,115	486,690	510,385
61020	Salaries & Wages-Temporary	0	0	0	0
61040	Salaries & Wages-Overtime	0	10,000	10,000	10,000
61100	Retirement Plan	23,680	59,540	79,560	100,510
61110	Part-Time Retirement	0	0	0	0
61120	Medicare Insurance	2,819	6,580	7,240	7,290
61130	Employees Insurance	44,318	82,000	101,615	101,615
61170	Retiree Health Insurance	2,540	8,335	10,030	9,455
61180	Compensation Insurance	2,907	6,160	7,000	7,075
	SUBTOTAL PERSONNEL	<u>302,438</u>	<u>614,730</u>	<u>702,135</u>	<u>746,330</u>
62010	Communications	6,149	9,460	7,460	7,460
62120	Training & Transportation	1,344	10,000	10,000	10,000
62140	Other Agency Services	2,029	2,650	2,650	2,650
62300	Other Contractual Services	12,056	91,280	72,962	83,195
62302	Other Personnel Services	0	28,660	0	0
62600	Parking Validation	(12,697)	0	0	0
62700	Auto Expense	900	0	0	0
	SUBTOTAL CONTRACTUAL	<u>9,781</u>	<u>142,050</u>	<u>93,072</u>	<u>103,305</u>
63001	Operating Materials & Supplies	11,524	18,390	15,390	15,390
	SUBTOTAL COMMODITIES	<u>11,524</u>	<u>18,390</u>	<u>15,390</u>	<u>15,390</u>
65000	Building & Site Rental	23,005	23,005	23,005	23,005
65100	Insurance (Risk Management)	7,835	6,825	6,825	6,825
	SUBTOTAL FIXED CHARGES	<u>30,840</u>	<u>29,830</u>	<u>29,830</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><u>354,582</u></u>	<u><u>805,000</u></u>	<u><u>840,427</u></u>	<u><u>894,855</u></u>

Class Code	AUTHORIZED PERSONNEL	ADOPTED FY 12-13		ADOPTED FY 13-14	
		Full Time	Part Time	Full Time	Part Time
1190	Executive Director, Finance & Management	0.20		0.20	
1180	Assistant Director of Finance & Mgmt Svcs	0.10		0.20	
6400	Budget & Research Manager	1.00		0.93	
0480	Senior Financial Analyst	1.00		1.00	
0150	Senior Management Analyst	1.00		1.00	
0495	Senior Budget Analyst	1.00		0.93	
0496	Budget Analyst	0.90		0.00	
0620	Finance Executive Secretary	1.00		1.00	
9790	Budget Intern(PT)		1.00		1.00
	TOTAL	<u>6.20</u>	<u>1.00</u>	<u>5.25</u>	<u>1.00</u>

GENERAL FUND

FINANCE & MANAGEMENT SERVICES

PROGRAM

Accounting

01110110

Statement of Purpose

To provide responsive accounting services within generally accepted accounting principles.

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.

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).

Accomplishments in FY 2012-2013

- * Received awards from the Government Finance Officers Association (GFOA) for outstanding financial reporting.
- * Reviewed policies and procedures to improve the internal control in Accounts Payable (AP).

Action Plan for FY 2013-2014

- * 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
	FY10-11	FY 11-12	FY 12-13	FY 13-14
Service Level				
# of false alarms, hazardous material, and other miscellaneous receivables billed	12,633	10,030	10,000	10,200
# of grant receivables billed	755	865	808	820
\$ value of miscellaneous accounts receivable billed	\$86,145,476	\$82,335,621	\$65,000,000	\$78,000,000
Efficiency				
Accounting Division cost as a percentage (%) of total City expenditures	0.150%	0.170%	0.167%	0.170%
Effectiveness				
% of miscellaneous accounts receivable collected without use of private collection agencies	79.60%	82.28%	82.00%	82.00%

GENERAL FUND

FINANCE & MANAGEMENT SERVICES		ACCOUNTING UNIT			
Accounting Division		01110110			
Account Code	LINE ITEM RESOURCES	ACTUAL FY 11-12	ADOPTED FY 12-13	ADOPTED FY 13-14	ADOPTED FY 14-15
61000	Salaries & Wages-Regular	381,229	472,355	851,860	866,545
61010	Salaries & Wages-Retirement	0	0	0	0
61020	Salaries & Wages-Temporary	30,427	41,980	41,975	41,975
61040	Salaries & Wages-Overtime	2,526	32,360	32,360	32,360
61100	Retirement Plan	32,317	39,315	120,020	152,820
61110	Part-Time Retirement	1,141	1,575	1,575	1,575
61120	Medicare Insurance	2,935	6,420	9,505	9,640
61130	Employees Insurance	60,979	94,715	153,305	150,360
61170	Retiree Health Insurance	3,129	4,305	11,215	9,315
61180	Compensation Insurance	4,239	6,070	9,915	10,095
	SUBTOTAL PERSONNEL	518,921	699,095	1,231,730	1,274,685
62010	Communications	6,041	10,420	7,420	7,420
62120	Training & Transportation	3,178	15,000	15,000	15,000
62140	Membership, Subscriptions & Dues	797	24,465	24,465	24,465
62300	Other Contractual Services	90,292	166,300	126,300	126,300
62302	Other Personnel Services	0	0	0	0
	SUBTOTAL CONTRACTUAL	100,308	216,185	173,185	173,185
63001	Operating Materials & Supplies	39,840	52,930	42,930	42,930
	SUBTOTAL COMMODITIES	39,840	52,930	42,930	42,930
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	6,825	6,825	6,825
65200	Customer Services Charge	(123,000)	(123,000)	(123,000)	(123,000)
	SUBTOTAL FIXED CHARGES	(77,975)	(78,985)	(78,985)	(78,985)
66400	Machinery & Equipment	0	0	0	0
66510	Computer Software	0	0	0	0
	SUBTOTAL CAPITAL	0	0	0	0
	TOTAL	581,094	889,225	1,368,860	1,411,815
Class Code	AUTHORIZED PERSONNEL	ADOPTED FY 12-13		ADOPTED FY 13-14	
		Full Time	Part Time	Full Time	Part Time
1190	Executive Director of Finance & Mgmt Svcs	0.10		0.10	
1180	Assistant Director of Finance & Mgmt Svcs	0.20		0.20	
1120	Accounting Manager	0.00		0.50	
7490	Senior Accountant	2.00		3.00	
1150	Accountant II	3.00		3.00	
1140	Accountant I	2.00		2.50	
7016	Senior Accounting Assitant/Systems Tech	0.00		0.67	
7015	Accounting Assistant/Systems Tech	0.00		0.67	
9041	Account Clerk I		2.00		2.00
	TOTAL	7.30	2.00	10.64	2.00
<i>The following are being charged to I.S. Strategic Plan Fund:</i>					
<i>.50 - Accounting Manager</i>					
<i>.50 - Accountant I</i>					
<i>1.33 - Sr. Accounting Assistant/Systems Tech.</i>					
<i>.33 - Accounting Assistant/Systems Tech.</i>					
<i>1.0 - Sr. Accountant FY12-13</i>					

GENERAL FUND

FINANCE & MANAGEMENT SERVICES		ACCOUNTING UNIT		
Payroll Services		01110115		
Statement of Purpose				
<p><i>To process an accurate payroll that complies with all relevant tax and labor laws, and conforms to negotiated pay and benefits as indentified in employee contracts.</i></p> <p>The payroll group provides accurate preparation, distribution and reporting of payroll, ensuring that employees are paid correctly, that all applicable vendors are paid correctly, and that all reporting requirements are met. Vendors include PERS, deferred compensation program provider, unions, recipients of garnishment payments, charities and government taxing entities.</p>				
Accomplishments in FY 2012-2013				
<ul style="list-style-type: none"> * Launched ACH direct deposit program * Successfully transitioned from Vertex to Symmetry tax software. 				
Action Plan for FY 2013-2014 & 2014-2015				
<ul style="list-style-type: none"> * Upgrade to ePersonality v. 10.4 * Review/Test electronic transfer of support wage orders. * Provide assistance in PD's transition to ICS time entry system 				
PERFORMANCE MEASURES	Actual	Actual	Estimated	Objective
	FY 10-11	FY 11-12	FY 12-13	FY 13-14
Service Level				
* Average # of payroll checks and direct deposits processed per pay period	1,700	1,550	1,500	1,500
* Average # of vendor checks processed per pay period	15	16	16	16
* Number of W-2s processed	1,998	2,024	2,000	2,000

GENERAL FUND

FINANCE & MANAGEMENT SERVICES		ACCOUNTING UNIT			
Payroll		01110115			
Account Code	LINE ITEM RESOURCES	ACTUAL FY 11-12	ADOPTED FY 12-13	ADOPTED FY 13-14	ADOPTED FY 14-15
61000	Salaries & Wages-Regular	245,218	251,835	222,380	222,380
61020	Salaries & Wages-Temporary	24,188	0	0	0
61040	Salaries & Wages-Overtime	0	10,000	10,000	10,000
61100	Retirement Plan	26,304	30,470	32,965	41,365
61110	Part-Time Retirement	907	0	0	0
61120	Medicare Insurance	3,784	3,650	3,225	3,225
61130	Employees Insurance	41,590	39,080	43,670	43,670
61170	Retiree Health Insurance	3,966	3,925	3,890	3,890
61180	Compensation Insurance	3,454	3,150	2,315	2,315
	SUBTOTAL PERSONNEL	349,411	342,110	318,445	326,845
62010	Communications	3,654	4,250	3,250	3,250
62120	Training & Transportation	0	10,000	10,000	10,000
62300	Other Contractual Services	0	0	0	0
62302	Other Personnel Services	0	0	0	0
	SUBTOTAL CONTRACTUAL	3,654	14,250	13,250	13,250
63001	Operating Materials & Supplies	2,634	2,000	2,000	2,010
	SUBTOTAL COMMODITIES	2,634	2,000	2,000	2,010
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	355,699	358,360	333,695	342,105

Class Code	AUTHORIZED PERSONNEL	ADOPTED FY 12-13		ADOPTED FY 13-14	
		Full Time	Part Time	Full Time	Part Time
0190	Administrative Services Manager	0.22		0.00	
7410	Payroll Technician	2.00		2.00	
7415	Senior Payroll Technician	1.00		1.00	
9070	Senior Clerical Aide*		1.00		1.00
	TOTAL	3.22	1.00	3.00	1.00

1 - Payroll Systems Analyst funded in IS Strategic Plan Fund
1 - Part-time Sr. Clerical Aide in AQMD-Personnel

GENERAL FUND

FINANCE & MANAGEMENT SERVICES
Purchasing

PROGRAM
01110120

Statement of Purpose

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

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

Accomplishments in FY 2012-2013

- * Designed, tested and implemented the A/P and Procurement modules of the new software.
- * Conducted training classes for users of the A/P and Procurement modules.
- * Took advantage of new technology to reduce the amount of purchase orders delivered via postal mail.
- * Improved Fleet inventory ordering process.

Action Plan for FY 2013-2014 & 2014-2015

- * Continue to support all users of the Lawson A/P and Procurement modules.
- * Streamline small dollar purchases by expanding the procurement card program.
- * Find efficiencies necessitated by reduced staffing levels.
- * Develop the Buyers Lawson procedures manual.
- * Continue to improve Stores inventory ordering process.

PERFORMANCE MEASURES	Actual	Actual	Estimated	Objective
	FY 10-11	FY 11-12	FY 12-13	FY 13-14
Service Level				
Purchase Orders processed/paid	2,264	1,499	2,000	1,200
Invoices paid	38,043	25,045	34,000	25,000
 Request for Council Action				
# Prepared	73	67	75	55
Dollar Volume	\$11,465,140	\$ 11,290,500	\$ 11,000,000	\$ 11,000,000

GENERAL FUND

FINANCE & MANAGEMENT SERVICES		ACCOUNTING UNIT			
Purchasing		01110120			
Account Code	LINE ITEM RESOURCES	ACTUAL FY 11-12	ADOPTED FY 12-13	ADOPTED FY 13-14	ADOPTED FY 14-15
61000	Salaries & Wages-Regular	328,597	336,455	527,330	519,335
61020	Salaries & Wages-Temporary	130,462	151,755	104,755	104,755
61040	Salaries & Wages-Overtime	0	9,570	9,570	9,570
61100	Retirement Plan	43,371	30,720	78,170	96,585
61110	Part-Time Retirement	1,830	5,505	4,520	4,560
61120	Medicare Insurance	6,521	7,005	7,730	7,545
61130	Employees Insurance	49,481	61,785	95,360	95,360
61170	Retiree Health Insurance	3,179	2,945	5,730	5,335
61180	Compensation Insurance	5,972	6,370	6,870	6,805
	SUBTOTAL PERSONNEL	<u>569,413</u>	<u>612,110</u>	<u>840,035</u>	<u>849,850</u>
62010	Communications	8,756	9,080	7,080	7,080
62120	Training & Transportation	98	12,105	7,105	7,105
62140	Other Agency Services	0	2,830	2,830	2,830
62300	Other Contractual Services	6,063	0	26,000	26,000
62302	Other Personnel Services	0	0	0	0
	SUBTOTAL CONTRACTUAL	<u>14,917</u>	<u>24,015</u>	<u>43,015</u>	<u>43,015</u>
63001	Operating Materials & Supplies	6,815	12,500	7,000	7,000
	SUBTOTAL COMMODITIES	<u>6,815</u>	<u>12,500</u>	<u>7,000</u>	<u>7,000</u>
65000	Building & Site Rental	53,410	53,410	53,410	53,410
65100	Insurance (Risk Management)	7,835	6,825	6,825	6,825
	SUBTOTAL FIXED CHARGES	<u>61,245</u>	<u>60,235</u>	<u>60,235</u>	<u>60,235</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>652,390</u></u>	<u><u>708,860</u></u>	<u><u>950,285</u></u>	<u><u>960,100</u></u>
Class Code	AUTHORIZED PERSONNEL	ADOPTED FY 12-13		ADOPTED FY 13-14	
		Full Time	Part Time	Full Time	Part Time
0190	Administrative Services Manager	0.43		0.00	
1180	Assistant Director of Finance & Mgmt Svcs	0.10		0.10	
1350	Buyer	2.00		3.00	
1355	Buyer/Systems Tech*	0.00		0.67	
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	<u>5.53</u>	<u>5.00</u>	<u>6.77</u>	<u>5.00</u>
* .33 Buyer is charged to the I.S. Strategic Plan fund .					

GENERAL FUND

FINANCE & MANAGEMENT SERVICES		PROGRAM		
Treasury & Municipal Utility Services		01110130		
Statement of Purpose				
<p><i>To provide for the receipt, custody and investment of City funds in a prompt and courteous manner through sound and prudent policies.</i></p> <p>This program is responsible for the receipt, custody and recordation of all revenues, and for managing the City's investment portfolio and the debt service on City bond issues. Treasury staff bills and collects several of the City's major revenues such as business licenses, dog licenses, utility users tax, hotel visitor tax, paramedic subscriptions, and municipal utility user charges. Municipal Utility Services (MUS) staff handles water meter reading and water turn-ons and turn-offs.</p>				
Accomplishments in FY 2012-2013				
<ul style="list-style-type: none"> * Developed and implemented a PayCard program for purposes of providing banking facilities for unbanked customers. * Developed an on-line application and payment program for business license application. * Developed and implemented a Kiosk to allow for payment of City programs 24/7. Payments to include Municipal Utility Services, Business License Taxes, Parking Citations, et al. * Implemented on-line payment of Dog license renewals. 				
Action Plan for FY 2013-2014 & FY 2014-2015				
<ul style="list-style-type: none"> * Implement an on-line application and payment program for business license applications. * Develop and implement an Interactive Voice Response system for access to and payment of Municipal Utility Service accounts by customers. * Develop and implement phase-in of payment stations. 				
PERFORMANCE MEASURES	Actual	Actual	Estimated	Objective
	FY 10-11	FY 11-12	FY 12-13	FY 13-14
Service Level				
# of business tax accounts	27,680	27,952	28,000	28,100
# of hotel visitor's tax reports processed	480	480	480	480
# of dog licenses	13,134	13,880	13,900	14,000
# of MUS bills processed	332,538	324,272	325,000	325,000
# of water meters read	268,674	269,151	269,200	269,200
# of customers served at cashier counters	106,443	99,637	93,000	90,000
# of delinquent MUS accounts turned off	1,651	1,705	1,600	1,600
# of utility user tax remittances	3,096	2,736	2,725	2,725
# of utility user max tax remittances	39	33	33	33
# of paramedic payments processed	42	2,643	2,700	2,750
# of parking citations payments processed	14,403	11,869	11,000	11,000
# of MAR payments processed	8,902	7,581	7,500	7,500
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			
Account Code	LINE ITEM RESOURCES	ACTUAL FY 11-12	ADOPTED FY 12-13	ADOPTED FY 13-14	ADOPTED FY 14-15
61000	Salaries & Wages-Regular	1,336,012	1,323,010	1,481,745	1,488,340
61010	Salaries & Wages-Retirement	0	0	0	0
61020	Salaries & Wages-Temporary	171,122	239,840	199,535	199,535
61040	Salaries & Wages-Overtime	0	17,780	17,780	17,780
61100	Retirement Plan	134,351	116,080	219,655	276,830
61110	Part-Time Retirement	6,388	8,995	7,485	7,485
61120	Medicare Insurance	19,904	20,720	22,160	22,255
61130	Employees Insurance	208,260	221,600	263,075	263,075
61170	Retiree Health Insurance	13,975	11,560	19,225	16,430
61180	Compensation Insurance	27,460	28,525	31,140	31,280
	SUBTOTAL PERSONNEL	<u>1,917,472</u>	<u>1,988,110</u>	<u>2,261,800</u>	<u>2,323,010</u>
62010	Communications	16,492	20,000	15,000	15,000
62120	Training & Transportation	404	4,295	4,295	4,295
62140	Other Agency Services	0	1,450	1,450	1,450
62300	Other Contractual Services	327,748	337,450	337,450	337,450
62302	Other Personnel Services	0	0	0	0
62322	M&R Machinery & Equipment	2,216	4,560	4,560	4,560
62501	Lease Payments	151	55,720	55,100	55,100
	SUBTOTAL CONTRACTUAL	<u>347,011</u>	<u>423,475</u>	<u>417,855</u>	<u>417,855</u>
63001	Operating Materials & Supplies	155,497	142,215	142,215	142,215
63300	Gas & Diesel	0	0	20,525	20,525
	SUBTOTAL COMMODITIES	<u>155,497</u>	<u>142,215</u>	<u>162,740</u>	<u>162,740</u>
65000	Building & Site Rental	75,850	75,850	75,850	75,850
65010	Equipment Rental, City	49,030	50,535	29,135	29,135
65100	Insurance (Risk Management)	7,835	6,825	6,825	6,825
65220	Treasury Services Charges	(2,202,945)	(2,135,650)	(2,135,650)	(2,135,650)
	SUBTOTAL FIXED CHARGES	<u>(2,070,230)</u>	<u>(2,002,440)</u>	<u>(2,023,840)</u>	<u>(2,023,840)</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	55,716	0	0	0
	SUBTOTAL DEBT SERVICE	<u>55,716</u>	<u>0</u>	<u>0</u>	<u>0</u>
	TOTAL	<u>405,465</u>	<u>551,360</u>	<u>818,555</u>	<u>879,765</u>

Class Code	AUTHORIZED PERSONNEL	ADOPTED FY 12-13		ADOPTED FY 13-14	
		Full Time	Part Time	Full Time	Part Time
1170	Treasury Manager	1.00		1.00	
1180	Assistant Director of Finance & Mgmt Svcs	0.10		0.10	
7020	Treasury Services Supervisor	1.00		1.00	
1090	Revenue Supervisor	1.00		1.00	
1240	Business Tax Collector/Inspector	2.00		2.00	
7280	Senior Accounting Assistant	1.00		1.00	
1220	Customer Service Representative	8.00		8.00	
1215	Utilities Billing/Systems Technician	2.00		2.00	
1210	Meter Reader Collector	4.00		4.00	
9780	Customer Service Clerk		6.00		5.00
9775	Municipal Utility Reader-Collector		3.00		3.00
9120	Data Entry Clerk		2.00		1.00
9050	Clerical Assistant		1.00		1.00
	TOTAL	<u>20.10</u>	<u>12.00</u>	<u>20.10</u>	<u>10.00</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 2012-2013				
<ul style="list-style-type: none"> * Continued programming and computer operations support for key City business systems, including the payroll, financial, business license, and property information systems. * Continued to support technology-based Homeland Security initiatives. * Continued efforts to proactively manage enterprise wide area network and local area networks to preclude downtime. * Managed network bandwidth to accommodate increasing computer-based activities as part of City operations. * Increased reliability and speed of wireless data network. * Provided support for the City's strategic initiatives to provide better services for less money. * Migrated Lawson Financial System to Windows Server 2008 Operating System. * Completed upgrade to the Payroll System (Tax Module). * Installed "New Look" to City Website. * Installed additional modules for Payroll System (Training, Safety/Health). 				
Action Plan for FY 2013-2014				
<p>** Consolidated Citywide Information Services & Strategic Plan in the ISF 109, effective FY 2013-2014.</p>				
PERFORMANCE MEASURES	Actual	Actual	Estimated	Objective
	FY 10-11	FY 11-12	FY 12-13	FY 13-14
Service Level				
Total # of software systems maintained	58	58	58	58
# of micro computer service requests	944	1,492	1,568	1,568
Volume of data protected	14.0 TB	11.8 TB	14.0 TB	15.0 TB
# of mobile data access devices supported:	160/243	173/232	173/232	379/215
Mobile email devices/mobile computing devices				
# of networked devices supported: first + second level	2,200	2,212	2,212	2,268
# of domains/network subnets supported	2/138	2/140	2/140	0
Efficiency: Network uptime percentage	99.99%	99.99%	99.99%	99.99%

FINANCE & MANAGEMENT SERVICES
Information Services

ACCOUNTING UNIT
01110140

Account Code	LINE ITEM RESOURCES	ACTUAL FY 11-12	ADOPTED FY 12-13	ADOPTED FY 13-14*	ADOPTED FY 14-15*
61000	Salaries & Wages-Regular	644,423	637,390	0	0
61040	Salaries & Wages-Overtime	0	16,000	0	0
61100	Retirement	67,876	58,290	0	0
61120	Medicare Insurance	9,222	9,240	0	0
61130	Employees Insurance	79,901	85,840	0	0
61170	Retiree Health Insurance	6,994	5,020	0	0
61180	Compensation Insurance	10,142	9,225	0	0
	SUBTOTAL PERSONNEL	818,558	821,005	0	0
62010	Communications	0	0	0	0
62020	Training & Transportation	0	0	0	0
62140	Other Agency Services	0	0	0	0
62300	Other Contractual Services	50	0	0	0
62302	Other Personnel Services	0	0	0	0
	SUBTOTAL CONTRACTUAL	50	0	0	0
63001	Operating Materials & Supplies	0	0	0	0
	SUBTOTAL COMMODITIES	0	0	0	0
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	(438,958)	(430,560)	0	0
	SUBTOTAL FIXED CHARGES	(438,958)	(430,560)	0	0
66400	Machinery & Equipment	0	0	0	0
66510	Computer Software	0	0	0	0
	SUBTOTAL CAPITAL	0	0	0	0
	TOTAL	379,650	390,445	0	0

Class Code	AUTHORIZED PERSONNEL	ADOPTED FY 12-13		ADOPTED FY 13-14*	
		Full Time	Part Time	Full Time	Part Time
0960	Information Services Manager	0.25		0.00	
1180	Assistant Director of Finance & Mgmt Svcs	0.10		0.00	
2660	Applications/Tech Support Manager	0.50		0.00	
2630	Principal Programmer Analyst	5.00		0.00	
0020	Micro Systems Technician	1.00		0.00	
	TOTAL	6.85		0.00	

* Consolidated Citywide Information Services & Strategic Plan in the ISF 109

**GENERAL FUND
DEPARTMENT RESOURCE SUMMARY**

BOWERS MUSEUM CORPORATION

ACTIVITIES	ACTUAL FY 11-12	ADOPTED FY 12-13	ADOPTED FY 13-14	ADOPTED FY 14-15
01112030 Museum Operations	1,513,418	1,482,130	1,474,285	1,474,540
TOTAL	<u>1,513,418</u>	<u>1,482,130</u>	<u>1,474,285</u>	<u>1,474,540</u>
OPERATING EXPENSE	ACTUAL FY 11-12	ADOPTED FY 12-13	ADOPTED FY 13-14	ADOPTED FY 14-15
62251 Other Agency Services	11,493	20,500	12,655	12,910
65100 Fixed Charges - Insurance	45,295	5,000	5,000	5,000
69135 Payments to Sub-agents	1,456,630	1,456,630	1,456,630	1,456,630
TOTAL	<u>1,513,418</u>	<u>1,482,130</u>	<u>1,474,285</u>	<u>1,474,540</u>
Class Code AUTHORIZED PERSONNEL	ADOPTED FY 12-13		ADOPTED FY 13-14	
	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 11-12	ADOPTED FY 12-13	ADOPTED FY 13-14	ADOPTED FY 14-15
01111150 Library Adult Services	851,377	841,040	986,315	1,025,505
01111160 Library Youth Services	620,831	626,050	640,795	662,150
01111170 Library Admin. and Support Services	0	0	0	0
01111180 Library Young Adult Services	946	300,980	344,160	355,400
01111190 Library Technology and Support Services	1,141,494	1,133,070	1,354,681	1,191,115
01113200 Administrative Services	1,569,845	1,695,675	1,584,810	1,610,175
01113210 Stadium	182,862	123,655	194,845	193,805
01113220 Santa Ana Zoo at Prentice Park	1,508,089	1,702,180	1,886,880	1,935,205
01113230 Recreation	3,375,991	3,461,650	4,019,269	3,690,955
01113240 Park Ranger Program	782,471	884,990	848,800	833,895
01113250 Park Maintenance	4,872,926	5,147,525	5,142,940	5,175,795
01113260 Park Building Services	676,169	706,345	706,345	706,345
TOTAL	15,583,002	16,623,160	17,709,840	17,380,345

OPERATING EXPENSE	ACTUAL FY 11-12	ADOPTED FY 12-13	ADOPTED FY 13-14	ADOPTED FY 14-15
61000 Personnel	8,661,430	9,172,615	10,121,752	10,013,635
62000 Contractual	4,476,391	5,018,605	5,078,032	4,878,395
63000 Commodities	649,198	764,895	951,126	929,385
65000 Crossed Charges	1,704,687	1,502,820	1,435,140	1,435,140
66000 Capital Outlay	10,409	83,335	83,335	83,335
67000 Debt Payment	80,886	80,890	40,455	40,455
TOTAL	15,583,002	16,623,160	17,709,840	17,380,345

Class Code	AUTHORIZED PERSONNEL	ADOPTED FY 12-13		ADOPTED FY 13-14	
		Full Time	Part Time	Full Time	Part Time
5400	Executive Director, Parks, Rec & Com Svcs.	1.00		1.00	
0380	Assistant Director	1.00		0.00	
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		0.00	
1500	Graphics Designer I	1.00		1.00	
5430	Zoo Curator	1.00		1.00	
5470	Zoo Animal Registrar	1.00		1.00	
0930	Zoo Education Specialist	0.00		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		0.00	
4105	Park Maintenance Inspector I	1.00		0.00	
4106	Park Maintenance Inspector II	2.00		2.00	
1010	General Maintenance Supervisor	1.00		1.00	
4180	General Maintenance Worker	5.00		4.00	
5115	Principal Librarian	4.00		4.00	

**GENERAL FUND
DEPARTMENT RESOURCE SUMMARY**

PARKS, RECREATION AND COMMUNITY SERVICES

Class Code	AUTHORIZED PERSONNEL	ADOPTED FY 12-13		ADOPTED FY 13-14	
		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		1.00	
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		0.00
9770	Administrative Aide		3.00		5.00
9000	Animal Keeper I		6.00		8.00
9010	Animal Keeper II		0.00		0.00
9040	Cashier		4.00		4.00
9060	Clerical Aide		3.00		3.00
9100	Community Center Aide		15.00		15.00
9690	Computer Technician		1.00		1.00
4190	General Maintenance Leader (PT)		1.00		0.00
9230	Maintenance Aide II		22.00		16.00
4860	Park Maintenance Aide (CS/PT)		1.00		1.00
9300	Park Maintenance Assistant		32.00		27.00
8160	Program Coordinator		19.00		15.00
9350	Program Leader I		9.00		4.00
9360	Program Leader II		41.00		48.00
3615	PT Park Ranger		6.00		4.00
7475	PT Supervising Park Ranger		3.00		3.00
8100	Senior Administrative Intern		1.00		1.00
9070	Senior Clerical Aide		15.00		12.00
9260	Senior Maintenance Worker		3.00		1.00
9400	Senior Program Leader		13.00		9.00
9430	Special Events Leader I		3.00		3.00
9440	Special Events Leader II		1.00		1.00
9210	Library Clerk II		2.00		2.00
9200	Library Clerk I		10.00		10.00
9190	Library Assistant		2.00		2.00
8170	Senior Library Assistant		1.00		1.00
8420	Tutor		1.00		1.00
9290	Library Page		8.00		8.00
	TOTAL GENERAL FUND	<u>66.00</u>	<u>228.00</u>	<u>60.00</u>	<u>205.00</u>
	SECTION 5 SPECIAL REVENUE				
07413250	Civic Center Maintenance	3.00	6.00	3.00	6.00
		<u>3.00</u>	<u>6.00</u>	<u>3.00</u>	<u>6.00</u>
	TOTAL NON GRANT POSITIONS	<u>69.00</u>	<u>234.00</u>	<u>63.00</u>	<u>211.00</u>
	PENDING GRANT FUNDING				
16113265	Habitat Conservation Fund		0.00		0.00
16913202	OCTA Senior Mobility		11.00		11.00
13518783	CDBG - PRCSA		9.00		9.00
13518783	CDBG - Library		35.00		35.00
12318750	WIA - Seeds to Trees Digital Academy**	1.00	11.00	1.00	11.00
5109	**Senior Librarian				
15311156	Laura Bush - Library		39.00		39.00
15411193	LSTA - Library		0.00		0.00
		<u>1.00</u>	<u>105.00</u>	<u>1.00</u>	<u>105.00</u>
	TOTAL ALL FUNDING SOURCES	<u>70.00</u>	<u>339.00</u>	<u>64.00</u>	<u>316.00</u>

* Upon vacancy, position converts to Assistant Librarian.

** Senior Librarian was added after adoption of FY 12-13 budget and is grant funded (WIA - Seeds to Trees Digital Academy).

GENERAL FUND

PARKS, RECREATION & COMMUNITY SERVICES	PROGRAM			
Library Adult Services	01111150			
Statement of Purpose				
<i>To provide a variety of timely materials, quality information and services that are useful and promote learning and enjoyment for adults in Santa Ana's ethnically diverse population.</i>				
<p>Adult Services serves patrons from high-school age through adulthood. They are assisted in choosing books, audiovisual and electronic materials, and in the use of library resources and services. This section evaluates library materials for purchase and for removal from the adult 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 2012-13				
<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 2013-14 and FY 2014-15				
<p>* Implement an advanced series of bilingual computer classes for adults, while continuing to provide our 2 regular basic series. Continue to 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. Continue to host art and cultural exhibits. Continue to conduct the adult summer reading program.</p>				
PERFORMANCE MEASURES	Actual	Estimated	Objective	Objective
	FY 11-12	FY 12-13	FY 13-14	FY 14-15
Service Levels				
Materials Loaned	89,749	112,821	96,928	96,928
Materials Read in Library	85,735	95,757	92,593	92,593
Materials Added	6,932	10,547	7,486	7,486
Information requests	30,011	32,120	32,411	32,411
Items deleted	5,168	8,296	8,145	8,145
Class/Tours Visits and Attendance	17/336	19/244	20/263	20/263
Passport Applications Processed (new stat)	204	197	220	220
New Library Cards Issued	5,823	6,651	6,288	6,288
Computer Workshops / Attendance	80/642	90/706	112/1507	112/1507
Programs	19/713	23/784	20/750	20/750
Efficiency				
Cost per item loaned in Adult Services	\$9.48	\$7.60	\$9.96	\$9.96
Effectiveness				
Percent of adults holding library cards	61.0%	33.9%	65.0%	65.0%

GENERAL FUND

PARKS, RECREATION & COMMUNITY SERVICES		ACCOUNT UNIT			
Library Adult Services		0111150			
Account Code	LINE ITEM RESOURCES	ACTUAL FY 11-12	ADOPTED FY 12-13	ADOPTED FY 13-14	ADOPTED FY 14-15
61000	Salaries Regular	519,420	526,850	612,170	623,150
61020	Salaries Part-Time	64,110	28,645	28,645	27,975
61040	Salaries Overtime	0	0	0	0
61100	Retirement-Employer Contribution	53,668	43,985	90,750	115,905
61110	Part-Time Retirement	2,404	1,075	1,075	1,050
61120	Medicare Insurance	7,327	7,000	8,075	8,225
61130	Health Insurance	73,223	72,285	77,335	80,580
61170	Retiree Health Benefits	5,596	6,075	11,965	12,185
61180	Worker Compensation Insurance	4,936	6,650	7,825	7,960
	SUBTOTAL PERSONNEL	<u>730,683</u>	<u>692,565</u>	<u>837,840</u>	<u>877,030</u>
62010	Communications	8,287	3,275	3,275	3,275
62120	Training, Transportation, Meeting	105	2,325	2,325	2,325
62140	Membership, Subscription And Dues	6,398	14,195	14,195	14,195
62300	Contractual Services-Professional	65,216	63,000	63,000	63,000
	SUBTOTAL CONTRACTUAL	<u>80,006</u>	<u>82,795</u>	<u>82,795</u>	<u>82,795</u>
63001	Misc. Office Expenses	25,850	20,445	20,445	20,445
	SUBTOTAL COMMODITIES	<u>25,850</u>	<u>20,445</u>	<u>20,445</u>	<u>20,445</u>
65000	Building Rental	3,890	0	0	0
65010	Rental City Equipment	8,875	0	0	0
65100	Insurance Charges	2,072	7,735	7,735	7,735
	SUBTOTAL FIXED CHARGES	<u>14,837</u>	<u>7,735</u>	<u>7,735</u>	<u>7,735</u>
66600	Books Records Video	0	37,500	37,500	37,500
	SUBTOTAL CAPITAL	<u>0</u>	<u>37,500</u>	<u>37,500</u>	<u>37,500</u>
	TOTAL	<u>851,377</u>	<u>841,040</u>	<u>986,315</u>	<u>1,025,505</u>

Class Code	AUTHORIZED PERSONNEL	ADOPTED FY 12-13		ADOPTED FY 13-14	
		Full Time	Part Time	Full Time	Part Time
5195	Library Operations Manager	1.00		1.00	
5115	Principal Librarian	1.00		1.00	
5109	Senior Librarian	4.00		4.00	
5313	Youth Services Technician	1.00		1.00	
9200	Library Clerk I		1.00		1.00
9190	Library Assistant		1.00		1.00
	TOTAL	<u>7.00</u>	<u>2.00</u>	<u>7.00</u>	<u>2.00</u>

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 12-13				
<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 2013-14 and FY 2014-15				
<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	Estimated	Objective	Objective
	FY 11-12	FY 12-13	FY 13-14	FY 14-15
Service Levels				
Youth Materials Loaned	357,719	380,000	365,000	365,000
Information requests	51,627	56,000	53,500	53,500
Preschool age programs/Attendance	85/2,714	92/3,500	85/2,800	85/2,800
School age programs/Attendance	496/17,922	350/15,800	400/18,000	400/18,000
Class Tours/School Visits & Attendance	included above	included above	included above	included above
New library cards issued	5,198	6,000	5,900	5,900
Youth Materials Added	8,303	9,600	9,500	9,500
Computer Users/Sessions	6,373/30,316	6,850/33,000	6,500/32,000	6,500/32,000
Students registered in Learning Center (tutoring)/Sessions	1,536/9,518	1,850/8,350	1,600/9,600	1,600/9,600
Parent Workshops	3/61	N/A	5/100	5/100
Efficiency				
Cost per item loaned in Youth Services	\$1.73	\$1.68	\$1.92	\$1.92
Effectiveness				
Percent of youths holding library cards	41.0%	41.0%	41.0%	41.0%

GENERAL FUND

PARKS, RECREATION & COMMUNITY SERVICES		ACCOUNT UNIT			
Library Youth Services		0111160			
Account Code	LINE ITEM RESOURCES	ACTUAL FY 11-12	ADOPTED FY 12-13	ADOPTED FY 13-14	ADOPTED FY 14-15
61000	Salaries Regular	408,143	378,280	378,830	382,990
61020	Salaries Part-Time	40,023	34,545	34,545	33,740
61040	Salaries Overtime	0	0	0	0
61100	Retirement-Employer Contribution	40,819	31,585	56,160	71,235
61110	Part-Time Retirement	1,496	1,295	1,295	1,265
61120	Medicare Insurance	3,722	3,420	3,870	3,920
61130	Health Insurance	69,125	77,600	64,280	67,050
61170	Retiree Health Benefits	4,336	3,785	6,155	6,255
61180	Worker Compensation Insurance	3,766	3,475	3,595	3,630
	SUBTOTAL PERSONNEL	<u>571,431</u>	<u>533,985</u>	<u>548,730</u>	<u>570,085</u>
62010	Communications	4,565	14,920	14,920	14,920
62120	Training, Transportation, Meeting	50	3,500	3,500	3,500
62140	Membership, Subscription And Dues	1,268	2,000	2,000	2,000
62300	Contractual Services-Professional	9,913	6,800	6,800	6,800
	SUBTOTAL CONTRACTUAL	<u>15,796</u>	<u>27,220</u>	<u>27,220</u>	<u>27,220</u>
63001	Misc Office Expenses	22,680	19,500	19,500	19,500
	SUBTOTAL COMMODITIES	<u>22,680</u>	<u>19,500</u>	<u>19,500</u>	<u>19,500</u>
65000	Building Rental	0	0	0	0
65010	Rental City Equipment	6,400	3,900	3,900	3,900
65100	Insurance Charges	4,525	3,945	3,945	3,945
	SUBTOTAL FIXED CHARGES	<u>10,925</u>	<u>7,845</u>	<u>7,845</u>	<u>7,845</u>
66600	Books Records Video	0	37,500	37,500	37,500
	SUBTOTAL CAPITAL	<u>0</u>	<u>37,500</u>	<u>37,500</u>	<u>37,500</u>
	TOTAL	<u><u>620,831</u></u>	<u><u>626,050</u></u>	<u><u>640,795</u></u>	<u><u>662,150</u></u>
Class Code	AUTHORIZED PERSONNEL	ADOPTED FY 12-13		ADOPTED FY 13-14	
		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		0.00	
8170	Senior Library Assistant		1.00		1.00
9210	Library Clerk II		1.00		1.00
	TOTAL	<u><u>6.00</u></u>	<u><u>2.00</u></u>	<u><u>5.00</u></u>	<u><u>2.00</u></u>

GENERAL FUND

PARKS, RECREATION & COMMUNITY SERVICES

PROGRAM

Library Administration Services

01111170

Statement of Purpose

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

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

ORGANIZATIONAL STRUCTURE

ADMINISTRATION

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

ADULT SERVICES

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

YOUTH SERVICES

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

TECHNOLOGY & SUPPORT SERVICES

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

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

GENERAL FUND

PARKS, RECREATION & COMMUNITY SERVICES		ACCOUNT UNIT			
Library Administration Services		01111170			
Account Code	LINE ITEM RESOURCES	ACTUAL FY 11-12	ADOPTED FY 12-13	ADOPTED FY 13-14	ADOPTED FY 14-15
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	0	0	0	0
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	0	0	0	0
62600	Parking Validation	0	0	0	0
	SUBTOTAL CONTRACTUAL	0	0	0	0
63001	Misc. Office Expenses	0	0	0	0
63020	Postage/Printing	0	0	0	0
	SUBTOTAL COMMODITIES	0	0	0	0
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	0	0	0	0
66400	Machinery & Equipment	0	0	0	0
	SUBTOTAL CAPITAL	0	0	0	0
67200	Principal - Capital Lease	0	0	0	0
	SUBTOTAL DEBT SERVICES	0	0	0	0
	TOTAL	0	0	0	0
Class Code	AUTHORIZED PERSONNEL	ADOPTED FY 12-13		ADOPTED FY 13-14	
		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 12-13				
<p>* Managed and implemented the 3rd year of the Laura Bush 21st Century Librarian grant by cooperating with other sections to train and mentor young adults employed in the library. Continued to implement the annual Summer Volunteer Institute to bring teen volunteers and programs into the library. Applied for and received \$210,000 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 50 plus educational/recreational programs for teens on an ongoing basis at 3 sites.</p>				
Action Plan for FY 2013-14 and FY 2014-15				
<p>* Continue to seek out and apply for grants that promote youth development, civic engagement and workforce skills development. 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. Expand the scope of operations of the Santa Ana History Room through grants and integration of youth into this programming. Continue applying for and running the WIA Seeds to Trees Digital Media Academy program.</p>				
PERFORMANCE MEASURES	Actual	Estimated	Objective	Objective
	FY 11-12	FY 12-13	FY 13-14	FY 14-15
Service Levels				
Materials Loaned	22,011	30,500	25,000	25,000
Materials Read in Library	11,638	14,500	12,000	12,000
Materials Added	307	1,510	1,000	1,000
Items Deleted	412	750	500	500
Information Requests	2,800	5,500	3,200	3,200
New Library Cards Issued	606	1,000	800	800
Teens Programs/Attendance	1036/5152	2,200/11,000	1,500/9,000	1,500/9,000
Field Trips and Events/Attendance (new stat)	30/144	48/950	50/800	50/800
Teen Zone Attendance	10,627	16,200	15,000	15,000
Buddy Programs/Attendance	490/3,388	190/2,500	500/4,000	500/4,000
Volunteer Services system-wide Volunteers/Hours	4415/18,812	1,200/14,000	2,000/15,000	2,000/15,000
Teen Volunteer Returning (new stat)	147	N/A	150	150
Santa Ana History Room Usage (new stat)	2,399	N/A	2,399	2,399
Efficiency				
Cost per item loaned in Young Adult Services	\$9.58	\$10.43	\$13.37	\$13.37
Effectiveness				
Percent of Young Adults holding library cards	36.2%	33.9%	42.0%	42.0%

GENERAL FUND

PARKS, RECREATION & COMMUNITY SERVICES		ACCOUNT UNIT			
Library Young Adult Services		0111180			
Account Code	LINE ITEM RESOURCES	ACTUAL FY 11-12	ADOPTED FY 12-13	ADOPTED FY 13-14	ADOPTED FY 14-15
61000	Salaries Regular		183,155	207,220	209,915
61020	Salaries Part-Time		35,400	35,400	34,575
61040	Salaries Overtime		0	0	0
61100	Retirement-Employer Contribution		15,290	30,720	39,045
61110	Part-Time Retirement		1,330	1,330	1,295
61120	Medicare Insurance		3,170	3,520	3,545
61130	Health Insurance		21,495	23,080	24,075
61170	Retiree Health Benefits		1,830	3,625	3,675
61180	Worker Compensation Insurance		2,075	2,030	2,040
	SUBTOTAL PERSONNEL	<u>0</u>	<u>263,745</u>	<u>306,925</u>	<u>318,165</u>
62010	Communications		3,275	3,275	3,275
62120	Training, Transportation, Meeting		2,175	2,175	2,175
62140	Membership, Subscription And Dues		0	0	0
62300	Contractual Services-Professional		0	0	0
	SUBTOTAL CONTRACTUAL	<u>0</u>	<u>5,450</u>	<u>5,450</u>	<u>5,450</u>
63001	Misc. Office Expenses	946	20,440	20,440	20,440
	SUBTOTAL COMMODITIES	<u>946</u>	<u>20,440</u>	<u>20,440</u>	<u>20,440</u>
65000	Building Rental		0	0	0
65010	Rental City Equipment		3,010	3,010	3,010
65100	Insurance Charges		0	0	0
	SUBTOTAL FIXED CHARGES	<u>0</u>	<u>3,010</u>	<u>3,010</u>	<u>3,010</u>
66600	Books Records Video		8,335	8,335	8,335
	SUBTOTAL CAPITAL	<u>0</u>	<u>8,335</u>	<u>8,335</u>	<u>8,335</u>
	TOTAL	<u><u>946</u></u>	<u><u>300,980</u></u>	<u><u>344,160</u></u>	<u><u>355,400</u></u>

Class Code	AUTHORIZED PERSONNEL	ADOPTED FY 12-13		ADOPTED FY 13-14	
		Full Time	Part Time	Full Time	Part Time
5115	Principal Librarian	1.00		1.00	
5109	Senior Librarian	2.00		2.00	
9200	Library Clerk I		2.00		2.00
	TOTAL	<u><u>3.00</u></u>	<u><u>2.00</u></u>	<u><u>3.00</u></u>	<u><u>2.00</u></u>

Note: This is a new accounting unit effective July 1, 2012.

GENERAL FUND

PARKS, RECREATION & COMMUNITY SERVICES		PROGRAM		
Library Technology and Support Services		01111190		
Statement of Purpose				
<p><i>To provide public access to electronic resources and print materials through efficient use of technological advances, training, processing, and lending procedures.</i></p> <p>Technology and Support Services maintains the electronic and technical resources of the library including the web site, 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 12-13				
<ul style="list-style-type: none"> * Implemented cross training for Technology and Support staff. * Provided 5 series of computer workshops in various subjects such as Social Media, Microsoft Office, & Internet Searching. * Produced 30 videos for Channel 3 and website. * Increased the number of library cardholders by promoting the agency's services to Santa Ana Schools. * Created and distributed electronic newsletters to promote the agency's services, programs, and announcements. Established a Tech Information Desk to help Santa Ana residents with technology related needs. 				
Action Plan for FY 2013-14 and FY 2014-15				
<ul style="list-style-type: none"> * Provide training to patrons on how to download digital content to their computers and mobile devices. * Continue to offer computer workshops on a weekly basis. * Create and produce 30 videos for Channel 3 and website. * Create and distribute electronic newsletters twice a month to promote agency's services, programs, and announcements. * Expand hours for the Tech Information Desk to assist Santa Ana residents with technology related needs. * Continue to increase the number of library cardholders by promoting the agency's services to Santa Ana schools. 				
PERFORMANCE MEASURES	Actual	Estimated	Objective	Objective
	FY 11-12	FY 12-13	FY 13-14	FY 13-14
Service Levels - Systemwide				
Number of items in system	285,700	330,000	335,000	335,000
Number of registered patrons	132,949	139,000	139,000	139,000
Number of library visits by patrons to fixed facilities	653,000	850,000	670,000	670,000
Number of print materials loaned	331,629	490,000	450,000	450,000
Number of audio recordings loaned	8,943	16,000	8,000	8,000
Number of video/DVD recordings loaned	38,965	52,000	40,000	40,000
Online Database Searches	48,696	18,600	20,000	20,000
Public computer usage: users/sessions	17,140/39,721	16,000/48,000	17,000/48,000	17,000/48,000
Online catalog searches	230,489	320,000	300,000	300,000
Number of new items added to collection	15,177	18,400	18,000	18,000
Number of visits to library website	720000	830,000	730,000	730,000
Efficiency				
Overall library cost per loan		\$5.34		
Effectiveness				
Achieve ratio 1:8 new books per capita		.17:8		
Achieve ratio of 2:1 total books per capita		1.01:1		
Library card holders as % of Santa Ana residents (Goal is to reach 60%)		42%		

GENERAL FUND

PARKS, RECREATION & COMMUNITY SERVICES		ACCOUNT UNIT			
Library Technology and Support Services		0111190			
Account Code	LINE ITEM RESOURCES	ACTUAL FY 11-12	ADOPTED FY 12-13	ADOPTED FY 13-14	ADOPTED FY 14-15
61000	Salaries Regular	446,547	493,090	504,015	504,015
61020	Salaries Part-Time	344,857	269,765	424,872	263,465
61040	Salaries Overtime	2,485	0	0	0
61100	Retirement-Employer Contribution	49,704	41,170	74,715	93,745
61110	Part-Time Retirement	12,165	10,115	14,795	9,880
61120	Medicare Insurance	10,568	9,580	13,030	11,130
61130	Health Insurance	101,889	123,845	116,450	121,465
61170	Retiree Health Benefits	4,563	4,930	6,695	6,695
61180	Worker Compensation Insurance	6,746	7,040	10,943	7,185
	SUBTOTAL PERSONNEL	979,523	959,535	1,165,515	1,017,580
62010	Communications	11,763	5,625	5,625	5,625
62120	Training, Transportation, Meeting	2,150	2,150	2,150	2,150
62140	Membership, Subscription And Dues	0	0	0	0
62300	Contractual Services-Professional	125,275	131,665	131,665	131,665
	SUBTOTAL CONTRACTUAL	139,188	139,440	139,440	139,440
63000	Office Supplies	8	0	0	0
63001	Misc. Office Expenses	21,149	33,070	48,701	33,070
	SUBTOTAL COMMODITIES	21,157	33,070	48,701	33,070
65000	Building Rental	0	0	0	0
65100	Insurance Charges	1,175	1,025	1,025	1,025
	SUBTOTAL FIXED CHARGES	1,175	1,025	1,025	1,025
66510	Computer Software	451	0	0	0
	SUBTOTAL CAPITAL	451	0	0	0
	TOTAL	1,141,494	1,133,070	1,354,681	1,191,115
**Previous data in account 0111170					
Class Code	AUTHORIZED PERSONNEL	ADOPTED FY 12-13		ADOPTED FY 13-14	
		Full Time	Part Time	Full Time	Part Time
5115	Principal Librarian	1.00		1.00	
5055	Supervising Library Services Assistant	2.00		1.00	
5100	Senior Library Technician (T) *	1.00		1.00	
5150	Bibliographic Technician	1.00		1.00	
5050	Library Services Assistant	3.00		3.00	
1500	Graphics Designer 1	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		1.00		1.00
8420	Tutor		1.00		1.00
9290	Library Page		8.00		8.00
	TOTAL	9.00	18.00	8.00	18.00
* Upon vacancy, position converts to Assistant Librarian					

GENERAL FUND

PARKS, RECREATION & COMMUNITY SERVICES
Administrative Services

PROGRAM
01113200

Statement of Purpose

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

SERVICE PROGRAM

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

GENERAL FUND

PARKS, RECREATION & COMMUNITY SERVICES		ACCOUNT UNIT			
Administrative Services		01113200			
Account Code	LINE ITEM RESOURCES	ACTUAL FY 11-12	ADOPTED FY 12-13	ADOPTED FY 13-14	ADOPTED FY 14-15
61000	Salaries Regular	865,315	806,430	745,910	745,910
61020	Salaries Part-Time	61,731	61,120	82,120	80,230
61040	Salaries Overtime	3,355	16,300	8,000	8,000
61100	Retirement-Employer Contribution	96,726	87,885	110,575	138,740
61110	Part-Time Retirement	1,477	2,290	3,080	3,010
61120	Medicare Insurance	10,399	8,095	7,185	7,160
61130	Health Insurance	105,792	100,605	86,805	90,400
61170	Retiree Health Benefits	12,092	9,465	14,465	11,535
61180	Worker Compensation Insurance	19,051	25,680	24,610	24,455
	SUBTOTAL PERSONNEL	<u>1,175,937</u>	<u>1,117,870</u>	<u>1,082,750</u>	<u>1,109,440</u>
62000	Utilities	1,651	0	0	0
62010	Communications	17,990	24,620	24,620	24,620
62120	Training, Transportation, Meeting	539	10,710	2,710	2,710
62140	Membership, Subscription And Dues	0	1,450	1,450	1,450
62251	Other Agency Services	6,092	0	0	0
62300	Contractual Services-Professional	205,791	285,605	237,460	237,460
62302	Contracted Vendor Personnel Services	1,133	2,700	2,700	2,700
62600	Parking Validation	5,407	4,590	4,590	4,590
62700	Auto Expense	6,000	6,000	6,000	6,000
	SUBTOTAL CONTRACTUAL	<u>244,603</u>	<u>335,675</u>	<u>279,530</u>	<u>279,530</u>
63000	Office Supplies	0	0	0	0
63001	Misc. Office Expenses	33,257	107,675	136,380	135,055
63300	Fuel	0	0	1,645	1,645
	SUBTOTAL COMMODITIES	<u>33,257</u>	<u>107,675</u>	<u>138,025</u>	<u>136,700</u>
65010	Rental City Equipment	19,740	5,830	11,665	11,665
65100	Insurance Charges	66,500	57,935	57,935	57,935
65205	Interdepartmental Personnel Charges	0	40,880	0	0
	SUBTOTAL FIXED CHARGES	<u>86,240</u>	<u>104,645</u>	<u>69,600</u>	<u>69,600</u>
67200	Principal - Capital Lease	27,600	29,810	14,905	14,905
67210	Interest - Capital Lease	2,207	0	0	0
	SUBTOTAL DEBT SERVICES	<u>29,807</u>	<u>29,810</u>	<u>14,905</u>	<u>14,905</u>
	TOTAL	<u>1,569,845</u>	<u>1,695,675</u>	<u>1,584,810</u>	<u>1,610,175</u>

Class Code	AUTHORIZED PERSONNEL	ADOPTED FY 12-13		ADOPTED FY 13-14	
		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		0.00	
01850w	Contracts Administrator	1.00		0.00	
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		0.00
9200	Library Clerk I		1.00		1.00
9770	Administrative Aide		0.00		2.00
	TOTAL	<u>9.00</u>	<u>3.00</u>	<u>7.00</u>	<u>3.00</u>

GENERAL FUND

PARKS, RECREATION & COMMUNITY SERVICES		PROGRAM		
Stadium		01113210		
Statement of Purpose				
<p><i>To improve the quality of life for those who visit the Stadium by providing quality customer service in an atmosphere of continuous improvement and strong employee development.</i></p> <p><i>This program includes the operation and maintenance of structures, sports turf management, landscaping, and care of ancillary equipment.</i></p>				
Accomplishments in FY 11-12 & 12-13				
<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 2013-14 and FY 2014-15				
<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	Estimated	Objective	Objective
	FY 11-12	FY 12-13	FY 13-14	FY 14-15
Service Level				
# of Stadium reservations	360	360	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			
Account Code	LINE ITEM RESOURCES	ACTUAL FY 11-12	ADOPTED FY 12-13	ADOPTED FY 13-14	ADOPTED FY 14-15
61020	Salaries Part-Time	61,289	16,850	41,850	40,975
61040	Salaries Overtime	994	0	0	0
61110	Part-Time Retirement	2,298	630	1,570	1,535
61120	Medicare Insurance	900	245	605	595
61180	Worker Compensation Insurance	8,509	2,310	5,740	5,620
	SUBTOTAL PERSONNEL	<u>73,990</u>	<u>20,035</u>	<u>49,765</u>	<u>48,725</u>
62000	Utilities	59,789	62,800	62,800	62,800
62010	Communications	1,558	2,700	2,700	2,700
62300	Contractual Services-Professional	968	0	0	0
62320	M & R Bldgs. & Ground	5,852	9,775	48,390	48,390
	SUBTOTAL CONTRACTUAL	<u>68,167</u>	<u>75,275</u>	<u>113,890</u>	<u>113,890</u>
63001	Misc. Office Expenses	611	0	0	0
63200	OP M&S Buildings & Grounds	10,265	7,205	7,205	7,205
63300	Fuel	0	0	900	900
	SUBTOTAL COMMODITIES	<u>10,876</u>	<u>7,205</u>	<u>8,105</u>	<u>8,105</u>
65010	Rental City Equipment	13,000	6,480	8,425	8,425
65100	Insurance Charges	16,830	14,660	14,660	14,660
	SUBTOTAL FIXED CHARGES	<u>29,830</u>	<u>21,140</u>	<u>23,085</u>	<u>23,085</u>
	TOTAL	<u><u>182,862</u></u>	<u><u>123,655</u></u>	<u><u>194,845</u></u>	<u><u>193,805</u></u>

Class Code	AUTHORIZED PERSONNEL	ADOPTED FY 12-13		ADOPTED FY 13-14	
		Full Time	Part Time	Full Time	Part Time
9260	Senior Maintenance Worker		0.00		0.00
9300	Park Maintenance Assistant		3.00		3.00
	TOTAL	<u>0.00</u>	<u>3.00</u>	<u>0.00</u>	<u>3.00</u>

GENERAL FUND

PARKS, RECREATION & COMMUNITY SERVICES			PROGRAM	
Santa Ana Zoo at Prentice Park			01113220	
Statement of Purpose				
<p><i>To instill passion for the natural world through education, recreation and conservation programs.</i></p> <p><i>As an urban oasis and family resource, the Zoo will provide dynamic presentations and responsible animal management.</i></p>				
Accomplishments in FY 11-12 & FY 12-13				
<ul style="list-style-type: none"> * Reaccredited by the Association of Zoos and Aquariums * Completed installation of 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) and Ticket Booth * Replaced all asphalt walkways * Graded the Family Farm to correct drainage problems * Renovated one monkey exhibit and a snake exhibit 				
Action Plan for FY 2013-14 and FY 2014-15				
<ul style="list-style-type: none"> * Replace water pump and filter and Amazon's Edge exhibit * Begin construction of a new small cat exhibit * Install the small animal quarantine facility * Remodel the interior and exterior of the Zoo concession building * Renovate the silver langer exhibit * Begin process of updating Zoo Master Plan 				
PERFORMANCE MEASURES	Actual	Estimated	Objective	Objective
	FY 11-12	FY 12-13	FY 13-14	FY 14-15
Service Level				
# of special events	6	6	6	6
# of outreach programs	114	90	100	100
# of on-site programs	146	160	160	160
Total education programs	260	250	260	260
Effectiveness				
Attendance	284,139	260,000	265,000	265,000
Outreach program participation	4,272	2,400	3,000	3,000
On-site program participation	11,196	16,000	12,000	12,000
City volunteer hours	3,762	4,000	4,000	4,000

GENERAL FUND

PARKS, RECREATION & COMMUNITY SERVICES		ACCOUNT UNIT			
Santa Ana Zoo at Prentice Park		01113220			
Account Code	LINE ITEM RESOURCES	ACTUAL FY 11-12	ADOPTED FY 12-13	ADOPTED FY 13-14	ADOPTED FY 14-15
61000	Salaries Regular	440,698	544,135	668,855	691,805
61020	Salaries Part-Time	282,104	248,205	230,830	225,635
61040	Salaries Overtime	7,284	3,270	3,270	3,270
61100	Retirement-Employer Contribution	49,778	49,535	99,150	128,675
61110	Part-Time Retirement	9,638	9,310	8,655	8,460
61120	Medicare Insurance	9,617	11,490	13,045	13,300
61130	Health Insurance	99,424	139,610	140,065	146,380
61170	Retiree Health Benefits	5,086	4,340	10,035	7,945
61180	Worker Compensation Insurance	65,022	83,965	89,065	90,610
	SUBTOTAL PERSONNEL	<u>968,651</u>	<u>1,093,860</u>	<u>1,262,970</u>	<u>1,316,080</u>
62000	Utilities	95,053	113,675	95,055	95,055
62010	Communications	9,130	11,790	11,790	11,790
62120	Training, Transportation, Meeting	189	1,200	1,200	1,200
62140	Membership, Subscription and Dues	9,912	9,000	9,000	9,000
62251	Other Agency Services	490	0	0	0
62300	Contractual Services-Professional	189,775	255,310	255,310	255,310
	SUBTOTAL CONTRACTUAL	<u>304,550</u>	<u>390,975</u>	<u>372,355</u>	<u>372,355</u>
63001	Misc. Office Expenses	79,601	63,630	97,555	92,770
63300	Fuel	0	0	3,785	3,785
63400	Animal Food & Supplies	65,747	82,770	82,770	82,770
	SUBTOTAL COMMODITIES	<u>145,348</u>	<u>146,400</u>	<u>184,110</u>	<u>179,325</u>
65010	Rental City Equipment	32,725	21,445	17,945	17,945
65100	Insurance Charges	56,815	49,500	49,500	49,500
	SUBTOTAL FIXED CHARGES	<u>89,540</u>	<u>70,945</u>	<u>67,445</u>	<u>67,445</u>
	TOTAL	<u><u>1,508,089</u></u>	<u><u>1,702,180</u></u>	<u><u>1,886,880</u></u>	<u><u>1,935,205</u></u>

Class Code	AUTHORIZED PERSONNEL	ADOPTED FY 12-13		ADOPTED FY 13-14	
		Full Time	Part Time	Full Time	Part Time
5470	Zoo Animal Registrar	1.00		1.00	
5430	Zoo Curator	1.00		1.00	
0930	Zoo Education Specialist	0.00		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		8.00
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		0.00
9070	Senior Clerical Aide		1.00		1.00
9770	Administrative Aide		1.00		1.00
	TOTAL	<u>10.00</u>	<u>25.00</u>	<u>11.00</u>	<u>23.00</u>

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 11-12 & FY 12-13				
<ul style="list-style-type: none"> * Improved the level of responsiveness to the community on complaints and issues regarding parks, recreation facilities, and programs through the Community Services Supervisors organizational structure. * Increased the leisure class offerings in the agency brochure. * Developed a self-sustaining summer aquatics program through the leisure class process. * Managed the delivery of contracted services to produce the Cinco de Mayo and Fiestas Patrias downtown festivals, parade, and film festival. * Assumed a leadership role in the development and implementation of the 4th of July Fireworks Spectacular. * Trained ten teen volunteers in the Teen Leadership and Outdoor Adventure Program to lead interpretive activities at the Santiago Park Nature Center and at the annual summer camp-out at Big Bear. 				
Action Plan for FY 2013-14 and FY 2014-15				
<ul style="list-style-type: none"> * Improve the process for leisure class registration by offering on-line registration and electronic payments. * Develop a strategy for the new community centers at Garfield and Roosevelt Elementary School to provide programs and services with minimal impact to the general fund. * Develop a strategy for a new Recreation Ranger Program to replace the Park Ranger Program while providing security and customer service to parks and recreation facilities. * Develop a strategy to staff the new Willard joint-use athletic field. 				
PERFORMANCE MEASURES	Actual	Estimated	Objective	Objective
	FY 11-12	FY 12-13	FY 13-14	FY 14-15
Service Level				
* Total youth served in summer programs	33,997	35,500	35,500	35,500
* Total family members served in Project PRIDE	916	925	950	950
* Total youth served in Leisure Classes	8,950	10,000	10,000	10,000
New performance measures for FY 2011-12				
* Number of Soccer Field Reservations	4,909	5,400	5,400	5,400
* Number of Ball Diamond Reservations	5,022	4,300	4,300	4,300
* Number of Leisure Class Sessions	1,460	400	400	400
* Number of Leisure Class Participants	17,320	15,000	15,000	15,000

GENERAL FUND

PARKS, RECREATION & COMMUNITY SERVICES		ACCOUNT UNIT			
Recreation		01113230			
Account Code	LINE ITEM RESOURCES	ACTUAL FY 11-12	ADOPTED FY 12-13	ADOPTED FY 13-14	ADOPTED FY 14-15
61000	Salaries Regular	877,982	845,360	945,235	966,400
61020	Salaries Part-Time	1,139,592	1,423,450	1,573,709	1,390,685
61040	Salaries Overtime	9,375	7,405	7,405	7,405
61100	Retirement-Employer Contribution	131,252	75,915	140,120	179,750
61110	Part-Time Retirement	33,615	53,380	58,060	52,150
61120	Medicare Insurance	25,066	30,600	33,410	31,295
61130	Health Insurance	157,758	167,545	179,685	187,475
61170	Retiree Health Benefits	9,293	7,020	12,830	10,655
61180	Worker Compensation Insurance	71,122	67,160	73,808	69,770
	SUBTOTAL PERSONNEL	<u>2,455,055</u>	<u>2,677,835</u>	<u>3,024,262</u>	<u>2,895,585</u>
62000	Utilities	0	0	111,068	0
62010	Communications	92,214	83,005	85,705	83,005
62120	Training, Transportation, Meeting	50	485	485	485
62140	Membership, Subscription and Dues	0	145	145	145
62300	Contractual Services-Professional	399,344	257,790	343,659	257,790
62301	Contracted Services-Construction	0	0	0	0
62302	Contracted Vendor Personnel Services	270	625	625	625
62600	Parking Validation	491	0	0	0
	SUBTOTAL CONTRACTUAL	<u>492,369</u>	<u>342,050</u>	<u>541,687</u>	<u>342,050</u>
63001	Misc. Office Expenses	181,531	253,105	253,105	253,105
63300	Fuel	0	0	22,045	22,045
	SUBTOTAL COMMODITIES	<u>181,531</u>	<u>253,105</u>	<u>275,150</u>	<u>275,150</u>
65010	Rental City Equipment	91,920	53,690	43,200	43,200
65100	Insurance Charges	154,925	134,970	134,970	134,970
	SUBTOTAL FIXED CHARGES	<u>246,845</u>	<u>188,660</u>	<u>178,170</u>	<u>178,170</u>
66510	Computer Software	191	0	0	0
	SUBTOTAL CAPITAL	<u>191</u>	<u>0</u>	<u>0</u>	<u>0</u>
	TOTAL	<u><u>3,375,991</u></u>	<u><u>3,461,650</u></u>	<u><u>4,019,269</u></u>	<u><u>3,690,955</u></u>

Class Code	AUTHORIZED PERSONNEL	ADOPTED FY 12-13		ADOPTED FY 13-14	
		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		14.00
8160	Program Coordinator		14.00		10.00
9350	Program Leader I		2.00		4.00
9360	Program Leader II		40.00		47.00
8100	Senior Administrative Intern		1.00		1.00
9070	Senior Clerical Aide		13.00		11.00
9400	Senior Program Leader		18.00		9.00
9430	Special Events Leader I		3.00		3.00
9440	Special Events Leader II		1.00		1.00
	TOTAL	<u>11.00</u>	<u>127.00</u>	<u>11.00</u>	<u>117.00</u>

GENERAL FUND

PARKS, RECREATION & COMMUNITY SERVICES		PROGRAM		
Park Ranger Program		01113240		
Statement of Purpose				
<i>To continually improve the level of safety at parks by proactively communicating with park customers and continuously enforcing park rules.</i>				
Accomplishments in FY 11-12 & FY 12-13				
<ul style="list-style-type: none"> * Conducted 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 * 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 2013-14 and FY 2014-15				
<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, protect the synthetic turf and 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	Estimated	Objective	Objective
	FY 11-12	FY 12-13	FY 13-14	FY 14-15
Service Level				
# of patrol service hours provided per year	7,680	7,000	7,000	7,000
Efficiency				
# of calls for service responded to	1,984	1,600	1,600	1,600
Effectiveness				
# of warnings issued	2,017	2,000	2,000	2,000
# of citations issued	968	950	950	950
# of arrests	130	130	130	130
# of field interviews conducted	236	200	200	200
# of citizen assists	1,241	1,200	1,200	1,200
# of police and fire assists	130	130	130	130
# of reservation checks	5,117	5,000	5,000	5,000

GENERAL FUND

PARKS, RECREATION & COMMUNITY SERVICES		ACCOUNT UNIT			
Park Ranger Program		01113240			
Account Code	LINE ITEM RESOURCES	ACTUAL FY 11-12	ADOPTED FY 12-13	ADOPTED FY 13-14	ADOPTED FY 14-15
61000	Salaries Regular	31,381	30,770	0	0
61020	Salaries Part-Time	522,167	612,810	636,000	622,685
61040	Salaries Overtime	5,527	4,000	0	0
61100	Retirement-Employer Contribution	6,203	2,570	0	0
61110	Part-Time Retirement	18,977	22,980	23,850	23,350
61120	Medicare Insurance	8,103	9,330	9,220	9,220
61130	Health Insurance	17,705	18,290	0	0
61170	Retiree Health Benefits	0	310	0	0
61180	Worker Compensation Insurance	45,354	54,470	52,150	51,060
	SUBTOTAL PERSONNEL	<u>655,417</u>	<u>755,530</u>	<u>721,220</u>	<u>706,315</u>
62010	Communications	6,418	8,990	8,990	8,990
62120	Training, Transportation, Meeting	488	0	6,000	6,000
62300	Contractual Services-Professional	27,397	99,505	28,060	28,060
	SUBTOTAL CONTRACTUAL	<u>34,303</u>	<u>108,495</u>	<u>43,050</u>	<u>43,050</u>
63001	Misc. Office Expenses	4,021	12,770	16,770	16,770
63300	Fuel	0	0	21,695	21,695
	SUBTOTAL COMMODITIES	<u>4,021</u>	<u>12,770</u>	<u>38,465</u>	<u>38,465</u>
65010	Rental City Equipment	88,730	8,195	46,065	46,065
	SUBTOTAL FIXED CHARGES	<u>88,730</u>	<u>8,195</u>	<u>46,065</u>	<u>46,065</u>
	TOTAL	<u><u>782,471</u></u>	<u><u>884,990</u></u>	<u><u>848,800</u></u>	<u><u>833,895</u></u>
Class Code	AUTHORIZED PERSONNEL	ADOPTED FY 12-13		ADOPTED FY 13-14	
		Full Time	Part Time	Full Time	Part Time
4860	Park Maintenance Aide	1.00		0.00	
9100	Community Center Aide		0.00		2.00
9300	Park Maintenance Assistant		19.00		13.00
9360	Program Leader II		0.00		1.00
7475	PT Supervising Park Ranger		3.00		3.00
3615	PT Park Ranger		7.00		4.00
	TOTAL	<u>1.00</u>	<u>29.00</u>	<u>0.00</u>	<u>23.00</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. Sub-programs include routine, emergency and preventive maintenance.</i></p>				
Accomplishments in FY 11-12 & FY 12-13				
<ul style="list-style-type: none"> * Completed RFP process to select new landscape contractor in District 3 * Completed RFP process to select new landscape contractor in District 4 * Revised our landscape maintenance specification to improve efficiencies and save money 				
Action Plan for FY 2013-14 and FY 2014-15				
<ul style="list-style-type: none"> * Continue to perform a wide variety and volume of deferred maintenance repairs using both in-house and outside maintenance contractors. * Landscape-Grounds Agreement –Continue overseeing landscape-grounds maintenance agreement in Districts 1-4, 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	Estimated	Objective	Objective
	FY 11-12	FY 12-13	FY 13-14	FY 14-15
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			
Account Code	LINE ITEM RESOURCES	ACTUAL FY 11-12	ADOPTED FY 12-13	ADOPTED FY 13-14	ADOPTED FY 14-15
61000	Salaries Regular	521,365	546,755	581,715	590,685
61020	Salaries Part-Time	242,801	225,645	225,645	220,920
61040	Salaries Overtime	39,590	3,675	3,675	3,675
61100	Retirement-Employer Contribution	48,657	45,650	86,235	109,870
61110	Part-Time Retirement	8,768	8,460	8,460	8,285
61120	Medicare Insurance	10,678	9,055	9,225	9,245
61130	Health Insurance	83,351	116,845	111,090	115,545
61170	Retiree Health Benefits	5,480	5,470	5,815	5,905
61180	Worker Compensation Insurance	90,051	96,100	89,915	90,500
	SUBTOTAL PERSONNEL	1,050,743	1,057,655	1,121,775	1,154,630
62000	Utilities	732,276	1,459,730	1,459,730	1,459,730
62010	Communications	28,639	21,790	21,790	21,790
62120	Training, Transportation, Meeting	1,701	1,000	1,000	1,000
62140	Membership, Subscription And Dues	390	0	0	0
62251	Other Agency Services	35,934	0	0	0
62300	Contractual Services-Professional	15,995	0	0	0
62320	M & R Bldgs. & Ground	2,199,790	1,911,065	1,872,450	1,872,450
62600	Parking Validation	804	0	0	0
	SUBTOTAL CONTRACTUAL	3,015,530	3,393,585	3,354,970	3,354,970
63001	Misc. Office Expenses	10,023	0	0	0
63200	OP M&S Buildings & Grounds	192,537	139,135	139,135	139,135
63300	Fuel	0	0	53,900	53,900
	SUBTOTAL COMMODITIES	202,560	139,135	193,035	193,035
65010	Rental City Equipment	224,615	208,080	149,620	149,620
65020	City Yard Rental	92,295	92,295	92,295	92,295
65100	Insurance Charges	236,105	205,695	205,695	205,695
	SUBTOTAL FIXED CHARGES	553,015	506,070	447,610	447,610
66510	Computer Software	0	0	0	0
	SUBTOTAL CAPITAL	0	0	0	0
67200	Principal - Capital Lease	47,297	51,080	25,550	25,550
67210	Interest - Capital Lease	3,782	0	0	0
	SUBTOTAL DEBT SERVICES	51,079	51,080	25,550	25,550
	TOTAL	4,872,926	5,147,525	5,142,940	5,175,795

Class Code	AUTHORIZED PERSONNEL	ADOPTED FY 12-13		ADOPTED FY 13-14	
		Full Time	Part Time	Full Time	Part Time
1010	General Maintenance Supervisor	1.00		1.00	
4180	General Maintenance Worker	5.00		4.00	
6330	Senior Park Maintenance Supervisor	1.00		1.00	
4105	Park Maintenance Inspector I	1.00		0.00	
4106	Park Maintenance Inspector II	2.00		2.00	
4190	General Maintenance Leader (PT)		1.00		0.00
9230	Maintenance Aide II		1.00		0.00
9300	Park Maintenance Assistant		17.00		11.00
9260	Senior Maintenance Worker		4.00		1.00
	TOTAL	10.00	23.00	8.00	12.00

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</i></p>					
Accomplishments in FY 11-12 & FY 12-13					
<p>* Partnered with Finance and Management Services, Building Maintenance Division to maintain quality recreational facilities for the community.</p>					
Action Plan for FY 2013-14 and FY 2014-15					
<p>* Continue to communicate closely with Finance and Management Services, Building Maintenance Division to</p>					
PERFORMANCE MEASURES		Actual	Estimated	Objective	Objective
		FY 11-12	FY 12-13	FY 13-14	FY 14-15
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			
Account Code	LINE ITEM RESOURCES	ACTUAL FY 11-12	ADOPTED FY 12-13	ADOPTED FY 13-14	ADOPTED FY 14-15
62300	Contractual Services-Professional	2,768	0	0	0
62320	M & R Bldgs. & Ground	79,113	117,645	117,645	117,645
	SUBTOTAL CONTRACTUAL	<u>81,881</u>	<u>117,645</u>	<u>117,645</u>	<u>117,645</u>
63001	Misc. Office Expenses	545	0	0	0
63200	OP M&S Buildings & Grounds	427	5,150	5,150	5,150
	SUBTOTAL COMMODITIES	<u>972</u>	<u>5,150</u>	<u>5,150</u>	<u>5,150</u>
65000	Building Rental	583,550	583,550	583,550	583,550
	SUBTOTAL FIXED CHARGES	<u>583,550</u>	<u>583,550</u>	<u>583,550</u>	<u>583,550</u>
66220	Imp. Other than Bldgs.	9,766	0	0	0
	SUBTOTAL CAPITAL	<u>9,766</u>	<u>0</u>	<u>0</u>	<u>0</u>
	TOTAL	<u><u>676,169</u></u>	<u><u>706,345</u></u>	<u><u>706,345</u></u>	<u><u>706,345</u></u>
Class Code	AUTHORIZED PERSONNEL	ADOPTED FY 12-13		ADOPTED FY 13-14	
		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 11-12	ADOPTED FY 12-13	ADOPTED FY 13-14	ADOPTED FY 14-15
1114400	Office of the Chief of Police	326,770	851,220	778,340	802,610
1114401	Fiscal & Budget	493,166	565,260	573,635	593,170
1114402	Human Resources	1,161,147	1,432,930	997,015	1,177,660
1114403	Building & Facility	3,130,744	3,206,450	3,257,170	3,195,190
1114405	Traffic	7,991,870	7,867,820	7,490,015	7,702,155
1114410	Training Services	1,605,791	1,533,270	1,599,350	1,380,365
1114415	Professional Standards	1,082,370	949,080	1,211,680	1,257,365
1114420	Field Operations	35,245,107	35,232,920	40,160,965	41,576,135
1114425	Information Services	1,186,958	1,065,175	1,064,955	1,088,670
1114430	Animal Services	1,450,565	1,091,610	1,553,225	1,569,050
1114435	District Investigations	7,200,737	6,716,730	7,042,500	7,209,865
1114440	Crimes Against Persons	6,798,039	6,506,835	8,570,315	8,811,190
1114445	Special Investigations	5,368,734	5,645,025	0	0
1114448	Evidence	0	0	642,325	667,340
1114450	CDC	1,588,968	1,985,525	1,334,560	1,361,245
1114455	Forensic Services	2,528,328	2,229,075	2,280,445	2,355,395
1114460	Records Services	1,648,746	1,970,900	2,000,900	2,070,695
1114465	Communications	3,983,707	4,639,475	4,879,335	5,053,005
1114470	Vice	687,985	828,040	941,765	970,010
1114475	Jail Operations	15,159,204	15,472,210	15,645,105	16,125,010
1114480	Regional Narcotic Suppression Program	1,031,189	966,400	1,211,130	1,260,340
1114485	Homeland Security & Crime Prevention	439,909	425,115	379,250	391,980
1114490	Tobacco Retail License Program	314	184,420	188,040	192,475
TOTAL		<u>100,110,348</u>	<u>101,365,485</u>	<u>103,802,020</u>	<u>106,810,920</u>
OPERATING EXPENSE		ACTUAL FY 11-12	ADOPTED FY 12-13	ADOPTED FY 13-14	ADOPTED FY 14-15
61000	Personnel	81,904,917	82,797,100	85,403,655	88,474,535
62000	Contractual	9,362,204	9,701,450	9,706,610	9,706,340
63000	Commodities	1,093,542	1,544,875	2,300,895	2,300,895
65000	Fixed Charges	7,682,540	7,209,000	6,323,700	6,323,700
67000	Debt Service	67,144	113,060	67,160	5,450
TOTAL		<u>100,110,348</u>	<u>101,365,485</u>	<u>103,802,020</u>	<u>106,810,920</u>
Class Code	AUTHORIZED PERSONNEL	ADOPTED FY 12-13		ADOPTED FY 13-14	
		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	15.75		11.75	
3300	Police Sergeant	52.00		40.00	
3200	Police Officer	317.50		260.50	
3230	Jail Administrator	1.00		1.00	
0180	Police Administrative Manager	2.90		1.00	
3365	Police Systems & Communications Manager	1.00		0.00	
3370	Police Communications Manager	0.00		1.00	
0151	Principal Management Analyst	0.00		1.00	
1540	Sr. Personnel Analyst	0.00		0.50	
	Emergency Operations Coordinator	0.00		1.00	
6475	Police Systems Support Analyst	1.00		1.00	
6290	Police Fiscal Services Supervisor	1.00		1.00	
780	Police Community Services Specialist	1.00		1.00	
3990	Crime/Research Analyst	4.00		4.00	

**GENERAL FUND
DEPARTMENT RESOURCE SUMMARY**

POLICE DEPARTMENT

Class Code	AUTHORIZED PERSONNEL	ADOPTED FY 12-13		ADOPTED FY 13-14	
		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		5.00	
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	30.00		26.00	
7660	Communications Services Officer	8.00		8.00	
7230	Police Records Supervisor	3.00		3.00	
7110	Lead Police Records Specialist	4.00		3.00	
7370	Senior Police Records Specialist	13.00		13.00	
370	Correctional Supervisor	11.90		11.00	
310	Correctional Officer	84.00		81.00	
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		2.00	
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	
7010	Accounting Assistant	3.00		2.00	
140	Secretary to the Chief	1.00		0.00	
7310	Senior Legal Secretary	1.00		1.00	
7270	Secretary	1.00		1.00	
7210	Police Personnel Services Specialist	1.00		0.00	
7330	Senior Office Assistant	12.50		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	653.05	0.00	564.75	0.00
	SPECIAL REVENUE				
3200	Police Officer - Civic Center	8.00		8.00	
7330	Senior Office Assistant	1.50		1.50	
7629	Correctional Supervisor	1.10		1.00	
0180	Police Administrative Manager	0.10		0.00	
	TOTAL SPECIAL REVENUE FUND	10.70	0.00	10.50	0.00
	TOTAL NON-GRANT POSITIONS	663.75	0.00	575.25	0.00
	GRANT FUNDED POSITIONS				
3350	Police Lieutenant	0.25		0.25	
3400	Police Sergeant UASI	2.00		2.00	
3200	Police Officer - PAAL & UASI	3.50		2.50	
	TOTAL GRANT FUNDED POSITIONS	5.75	0.00	4.75	0.00
	TOTAL ALL FUNDING SOURCES	669.50	0.00	580.00	0.00

GENERAL FUND

POLICE DEPARTMENT
Office of the Chief of Police

PROGRAM
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			
Account Code	LINE ITEM RESOURCES	ACTUAL FY 11-12	ADOPTED FY 12-13	ADOPTED FY 13-14	ADOPTED FY 14-15
61000	Salaries Regular	114,164	474,285	427,045	427,045
61020	Salaries Part-time	8,428	11,000	28,735	28,730
61040	Salaries Overtime	891	0	2,500	2,500
61100	Retirement - Employer Contribution	17,641	102,685	81,675	101,470
61110	Part-Time Retirement	307	400	1,075	1,075
61120	Medicare Insurance	1,681	7,030	5,945	5,945
61130	Health Insurance	19,786	53,495	49,755	54,235
61170	Retiree Health Insurance	1,402	6,465	5,040	5,040
61180	Workers Compensation Insurance	5,171	34,960	30,670	30,670
	SUBTOTAL PERSONNEL	169,471	690,320	632,440	656,710
62120	Training, Transportation, Meeting	11,949	16,470	16,470	16,470
62140	Memberships, Subscriptions, and Dues	3,240	6,500	6,500	6,500
62300	Contract Services - Professional	110,993	85,430	85,430	85,430
62600	Parking Validations	7,962	12,500	12,500	12,500
	SUBTOTAL CONTRACTUAL	134,143	120,900	120,900	120,900
63001	Miscellaneous Office Expenses	23,155	40,000	25,000	25,000
	SUBTOTAL COMMODITIES	23,155	40,000	25,000	25,000
	TOTAL EXPENDITURES	326,770	851,220	778,340	802,610

Class Code	AUTHORIZED PERSONNEL	ADOPTED FY 12-13		ADOPTED FY 13-14	
		Full Time	Part Time	Full Time	Part Time
3390	Police Chief	1.00		1.00	
3300	Police Sergeant	1.00		0.00	
3200	Police Officer	0.00		1.00	
140	Secretary to the Police Chief	1.00		0.00	
1620	Deputy City Attorney II	0.00		0.50	
1007	Police Cadet		1.00		1.00
	TOTAL	3.00	1.00	2.50	1.00

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 11-12	ADOPTED FY 12-13	ADOPTED FY 13-14	ADOPTED FY 14-15
61000	Salaries Regular	337,697	371,700	373,285	373,285
61020	Salaries Part-time	32,356	50,550	50,550	50,550
61040	Salaries Overtime	27,160	20,000	10,000	10,000
61100	Retirement - Employer Contribution	22,254	35,795	52,685	66,105
61110	Part-Time Retirement	94	3,380	3,380	3,680
61120	Medicare Insurance	4,650	6,125	5,155	5,155
61130	Health Insurance	57,795	63,090	63,420	69,235
61170	Retiree Health Insurance	3,014	2,445	3,680	3,680
61180	Workers Compensation Insurance	4,142	4,390	3,695	3,695
	SUBTOTAL PERSONNEL	489,162	557,475	565,850	585,385
62120	Training, Transportation, Meeting	11	665	665	665
62300	Contract Services - Professional	20	0	0	0
	SUBTOTAL CONTRACTUAL	31	665	665	665
63001	Miscellaneous Office Expenses	3,972	7,120	7,120	7,120
	SUBTOTAL COMMODITIES	3,972	7,120	7,120	7,120
	TOTAL EXPENDITURES	493,166	565,260	573,635	593,170
Class Code	AUTHORIZED PERSONNEL	ADOPTED FY 12-13		ADOPTED FY 13-14	
		Full Time	Part Time	Full Time	Part Time
0180	Police Administrative Manager	0.65		0.00	
0151	Principal Management Analyst	0.00		0.75	
6295	Police Fiscal Services Supervisor	1.00		1.00	
7280	Senior Accounting Assistant	1.00		1.00	
7010	Accounting Assistant	3.00		2.00	
1007	Senior Clerical Aide		1.00		1.00
	TOTAL	5.65	1.00	4.75	1.00

GENERAL FUND

POLICE DEPARTMENT		PROGRAM		
Human Resources		01114402		
Statement of Purpose				
<i>To provide effective and responsive human resources management, recruitment, and personnel related functions which support the Police Department's mission and the City's goals and objectives</i>				
Accomplishments in FY 2012-2013				
<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 				
Action Plan for FY 2013-2014				
<ul style="list-style-type: none"> * Continue recruitment for 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 				
PERFORMANCE MEASURES	Actual	Actual	Estimated	Objective
	FY 10-11	FY 11-12	FY 12-13	FY 13-14
Service Level				
# of applicants tests	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 11-12	ADOPTED FY 12-13	ADOPTED FY 13-14	ADOPTED FY 14-15
61000	Salaries Regular	737,834	864,105	560,065	661,330
61020	Salaries Part-time	92,351	64,200	77,310	77,310
61040	Salaries Overtime	1,968	0	10,000	10,000
61100	Retirement - Employer Contribution	121,492	152,465	89,545	143,510
61110	Part-Time Retirement	1,123	5,135	5,490	5,490
61120	Medicare Insurance	8,780	13,440	7,620	9,090
61130	Health Insurance	85,549	132,145	96,940	106,235
61170	Retiree Health Insurance	5,683	9,075	5,495	7,135
61180	Workers Compensation Insurance	45,777	47,745	19,880	32,890
	SUBTOTAL PERSONNEL	1,100,557	1,288,310	872,345	1,052,990
62120	Training, Transportation, Meeting	3,047	15,000	15,000	15,000
62122	Travel for Investigation	0	5,000	5,000	5,000
62140	Membership, Subscription, Dues	4,522	8,500	8,500	8,500
62200	Advertising	0	2,400	2,400	2,400
62300	Contract Services - Professional	19,959	75,000	50,000	50,000
	SUBTOTAL CONTRACTUAL	27,528	105,900	80,900	80,900
63001	Miscellaneous Office Expenses	6,401	20,000	15,000	15,000
63300	Gas & Diesel	0		5,990	5,990
	SUBTOTAL COMMODITIES	6,401	20,000	20,990	20,990
65010	Rental City Equipment	26,660	18,720	22,780	22,780
	SUBTOTAL FIXED CHARGES	26,660	18,720	22,780	22,780
	TOTAL EXPENDITURES	1,161,147	1,432,930	997,015	1,177,660

Class Code	AUTHORIZED PERSONNEL	ADOPTED FY 12-13		ADOPTED FY 13-14	
		Full Time	Part Time	Full Time	Part Time
3360	Police Captain	1.00		1.00	
3350	Police Lieutenant	1.00		0.00	
3400	Police Sergeant	2.00		0.00	
1540	Sr. Personnel Analyst	0.00		0.50	
370	Correctional Supervisor	1.00		1.00	
7210	Police Personnel Service Specialist	1.00		0.00	
3800	Police Service Officer	2.00		2.00	
7330	Senior Office Assistant	1.00		1.00	
1008	Clerk Typist		1.00		2.00
	TOTAL	9.00	1.00	5.50	2.00

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 2012-2013

- * Repainted various location throughout facility
- * Repaired 2 boilers and chillers
- * Updated 6 Variable Flow Devices to improve air flow
- * Replaced Dryer in Jail
- * Purchased new HVAC Unit for computer room
- * Repair hot water electronics shut off valves in the Jail.

Action Plan for FY 2013-2014

- * Replace fire panel system in the Police Facility and Jail.
- * Continue to weather strip windows and repair new leaks in Police facility and Jail.
- * Updated 6 Variable Flow Devices to improve air flow
- * Roof repairs and maintenance.

PERFORMANCE MEASURES	Actual	Actual	Estimated	Objective
	FY 10-11	FY 11-12	FY 12-13	FY 13-14
Service Level				
#of building maintenance orders generated	2,287	2,035	2,000	2,000
# 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 11-12	ADOPTED FY 12-13	ADOPTED FY 13-14	ADOPTED FY 14-15
62000	Utilities	740,889	800,900	800,900	800,900
62010	Communication	687,691	595,000	740,000	740,000
62300	Contract Services - Professional	1,058,200	1,199,475	1,099,745	1,099,475
SUBTOTAL CONTRACTUAL		2,486,781	2,595,375	2,640,645	2,640,375
63001	Miscellaneous Office Expenses	79,919	110,000	110,000	110,000
63202	Operating M&S Equipment	1,110	0	0	0
SUBTOTAL COMMODITIES		81,029	110,000	110,000	110,000
65000	Building Rental	501,220	439,365	439,365	439,365
SUBTOTAL FIXED CHARGES		501,220	439,365	439,365	439,365
67200	Principal - Capital Lease	57,145	61,710	59,915	2,910
67210	Interest - Capital Lease	4,569	0	7,245	2,540
SUBTOTAL DEBT SERVICE		61,714	61,710	67,160	5,450
TOTAL EXPENDITURES		3,130,744	3,206,450	3,257,170	3,195,190

GENERAL FUND

POLICE DEPARTMENT	PROGRAM
Traffic	01114405

Statement of Purpose	<p><i>To ensure the safe and efficient flow of vehicles and pedestrian traffic through an integrated program of education and enforcement</i></p>
-----------------------------	---

Accomplishments in FY 2012-2013	<ul style="list-style-type: none"> * Completed 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. * Successfully investigated and prosecuted several major and fatal traffic collision cases. * Continued the Nighttime Parking Enforcement Program to enhance the quality of life for our residents. * Completed New RFP for Towing Services.
--	--

Action Plan for FY 2013-2014	<ul style="list-style-type: none"> * Continue to focus on aggressive driver enforcement (speed, red lights, seatbelts) to increase 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 Nighttime Parking Enforcement Program. * Participate in OTS "Click it or Ticket" campaign to increase seatbelt usage. * Continue Nighttime Parking Enforcement Program.
-------------------------------------	--

PERFORMANCE MEASURES	Actual	Actual	Estimated	Objective
	FY 10-11	FY 11-12	FY 12-13	FY 13-14
Service Level				
# of reported collisions	4,018	3,966	4,000	4,000
# of reported hit & run collisions	1,242	1,083	1,100	1,000
# of traffic violations	13,341	13,544	14,250	14,350
# of DUI arrests	963	942	1,000	1,000
# of parking violations issued	85,340	71,725	71,000	71,000
Efficiency				
% change in number of reported collisions*	1% increase	1% decrease	1% decrease	1% decrease
# of collisions involving DUI arrests	296	320	310	300
* Percentages are approximate				

General Fund

POLICE DEPARTMENT		ACCOUNTING UNIT			
Traffic		01114405			
Account Code	LINE ITEM RESOURCES	ACTUAL FY 11-12	ADOPTED FY 12-13	ADOPTED FY 13-14	ADOPTED FY 14-15
61000	Salaries Regular	3,645,911	3,836,580	3,619,395	3,619,395
61020	Salaries Part-time	63,807	59,860	59,860	59,860
61040	Salaries Overtime	60,059	10,000	75,000	75,000
61100	Retirement - Employer Contribution	818,308	713,820	702,035	867,840
61110	Part-Time Retirement	215	3,480	3,880	3,880
61120	Medicare Insurance	45,442	56,500	50,425	50,425
61130	Health Insurance	549,756	636,620	536,020	582,355
61170	Retiree Health Insurance	27,014	31,350	28,845	28,845
61180	Workers Compensation Insurance	308,929	273,450	243,930	243,930
	SUBTOTAL PERSONNEL	5,519,441	5,621,660	5,319,390	5,531,530
62120	Training, Transportation, Meeting	3,101	13,000	8,000	8,000
62140	Membership, Subscription, Dues	80	500	500	500
62300	Contract Services - Professional	2,014,609	1,947,200	1,947,200	1,947,200
62322	M&R Machinery & Equipment	725	0	0	0
62600	Parking Validations	1,377	3,000	3,000	3,000
	SUBTOTAL CONTRACTUAL	2,019,891	1,963,700	1,958,700	1,958,700
63001	Miscellaneous Office Expenses	36,304	40,000	35,000	35,000
63300	Gas & Diesel	0		29,020	29,020
	SUBTOTAL COMMODITIES	36,304	40,000	64,020	64,020
65010	Rental City Equipment	416,235	242,460	147,905	147,905
	SUBTOTAL FIXED CHARGES	416,235	242,460	147,905	147,905
	TOTAL EXPENDITURES	7,991,870	7,867,820	7,490,015	7,702,155

Class Code	AUTHORIZED PERSONNEL	ADOPTED FY 12-13		ADOPTED FY 13-14	
		Full Time	Part Time	Full Time	Part Time
3350	Police Lieutenant	1.00		1.00	
3400	Police Sergeant	3.00		2.00	
3200	Police Officer	25.00		21.00	
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		2.00	
3800	Police Service Officer	1.00		0.00	
7330	Senior Office Assistant	4.00		4.00	
	Police Cadet		2.00		2.00
	TOTAL	42.00	2.00	34.00	2.00

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>				
Accomplishments in FY 2012-2013				
<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. * Developed our auxiliary instructor staff to increase training opportunities. 				
Action Plan for FY 2013-2014				
<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. * Implement 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 at Centennial Park. * Identify methodologies to increase training opportunities for department staff under current fiscal limitations. 				
PERFORMANCE MEASURES	Actual	Actual	Estimated	Objective
	FY 10-11	FY 11-12	FY 12-13	FY 13-14
Service Level				
# of onsite POST training hours - SAPD	8,580	10144	9500	9000
# of onsite POST training hours - outside	4,784	4887	4,500	7000
# of SAPD employees attending	596	778	550	500
# of outside agency employees attending	311	300	350	1000
# of onsite STC training hours - Jail	6,401	2931	3000	5000
# of onsite Jail employees attending	530	261	250	350
# of video productions produced	15	15	20	25
# of non-POST training hours - all personnel	6,198	3095	2925	3000
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 11-12	ADOPTED FY 12-13	ADOPTED FY 13-14	ADOPTED FY 14-15
61000	Salaries Regular	938,931	781,580	883,625	702,200
61020	Salaries Part-time	42,924	47,350	53,770	53,770
61040	Salaries Overtime	10	0	5,000	5,000
61100	Retirement - Employer Contribution	188,033	126,635	153,415	145,255
61110	Part-Time Retirement	1,610	1,775	2,015	2,015
61120	Medicare Insurance	14,288	12,020	11,520	9,070
61130	Health Insurance	136,921	101,595	113,805	102,815
61170	Retiree Health Insurance	8,594	6,885	7,005	4,895
61180	Workers Compensation Insurance	67,878	58,840	57,895	44,045
	SUBTOTAL PERSONNEL	1,399,189	1,136,680	1,288,050	1,069,065
62120	Training, Transportation, Meeting	11,901	26,350	26,350	26,350
62130	Tuition Reimbursement	15,271	34,500	25,000	25,000
62140	Membership, Subscription, Dues	2,642	1,200	1,200	1,200
62300	Contract Services - Professional	14,867	50,100	30,000	30,000
62322	M&R Machinery & Equipment	0	0	0	0
62600	Parking Validations	7,486	5,500	3,000	3,000
	SUBTOTAL CONTRACTUAL	52,167	117,650	85,550	85,550
63001	Miscellaneous Office Expenses	111,410	201,610	201,610	201,610
63300	Gas & Diesel	0	0	5,870	5,870
	SUBTOTAL COMMODITIES	111,410	201,610	207,480	207,480
65010	Rental City Equipment	43,025	25,980	18,270	18,270
	SUBTOTAL FIXED CHARGES	43,025	25,980	18,270	18,270
67200	Principal - Capital Lease	0	51,350	0	0
	SUBTOTAL DEBT SERVICE	0	51,350	0	0
	TOTAL EXPENDITURES	1,605,791	1,533,270	1,599,350	1,380,365
Class Code	AUTHORIZED PERSONNEL	ADOPTED FY 12-13		ADOPTED FY 13-14	
		Full Time	Part Time	Full Time	Part Time
3350	Police Lieutenant	1.00		1.00	
3400	Police Sergeant	2.00		1.00	
3200	Police Officer	2.00		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	9.00	0.00	8.00	0.00
	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>				
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. 				
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. 				
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			
Professional Standards		01114415			
Account Code	LINE ITEM RESOURCES	ACTUAL FY 11-12	ADOPTED FY 12-13	ADOPTED FY 13-14	ADOPTED FY 14-15
61000	Salaries Regular	693,088	640,020	793,785	793,785
61020	Salaries Part-time	58,664	11,000	34,565	34,565
61040	Salaries Overtime	22,638	0	30,000	30,000
61100	Retirement - Employer Contribution	141,006	120,860	156,780	193,535
61110	Part-Time Retirement	2,200	1,295	2,765	2,765
61120	Medicare Insurance	9,151	9,735	10,905	10,905
61130	Health Insurance	84,255	89,585	98,605	107,535
61170	Retiree Health Insurance	6,083	5,020	7,055	7,055
61180	Workers Compensation Insurance	53,234	45,745	56,990	56,990
	SUBTOTAL PERSONNEL	1,070,319	923,260	1,191,450	1,237,135
62120	Training, Transportation, Meeting	4,212	6,260	6,260	6,260
62140	Membership, subscription, Dues	0	2,000	2,000	2,000
62300	Contract Services - Professional	856	4,000	4,000	4,000
	SUBTOTAL CONTRACTUAL	5,069	12,260	12,260	12,260
63001	Miscellaneous Office Expenses	617	9,900	4,000	4,000
63300	Gas & Diesel	0	0	895	895
	SUBTOTAL COMMODITIES	617	9,900	4,895	4,895
65010	Rental City Equipment	6,365	3,660	3,075	3,075
	SUBTOTAL FIXED CHARGES	6,365	3,660	3,075	3,075
	TOTAL EXPENDITURES	1,082,370	949,080	1,211,680	1,257,365
Class Code	AUTHORIZED PERSONNEL	ADOPTED FY 12-13		ADOPTED FY 13-14	
		Full Time	Part Time	Full Time	Part Time
3200	Police Lieutenant	0.00		1.00	
3400	Police Sergeant	3.00		3.00	
3200	Police Officer	2.00		1.00	
7310	Sr. Legal Secretary	1.00		1.00	
1620	Deputy City Attorney II	0.50		0.00	
1007	Senior Clerical Aide		2.00		1.00
1008	Clerk Typist		1.00		0.00
	TOTAL	6.50	3.00	6.00	1.00
	(1) Sergeant Unfunded				

General Fund

POLICE DEPARTMENT		ACCOUNTING UNIT			
Field Operations		01114420			
Account Code	LINE ITEM RESOURCES	ACTUAL FY 11-12	ADOPTED FY 12-13	ADOPTED FY 13-14	ADOPTED FY 14-15
61000	Salaries Regular	18,634,379	19,320,025	22,634,635	22,685,890
61010	Salaries Retirement	849,194	650,000	650,000	650,000
61020	Salaries Part-time	223,893	63,010	63,575	63,575
61040	Salaries Overtime	317,312	10,000	245,900	307,610
61100	Retirement - Employer Contribution	4,388,429	3,977,820	4,682,710	5,682,225
61110	Part-Time Retirement	8,016	2,365	2,385	2,385
61120	Medicare Insurance	250,030	281,055	319,600	319,990
61130	Health Insurance	2,534,943	2,945,310	3,230,110	3,519,925
61170	Retiree Health Insurance	147,664	149,945	171,100	171,310
61180	Workers Compensation Insurance	1,581,839	1,565,700	1,781,405	1,793,680
	SUBTOTAL PERSONNEL	28,935,699	28,965,230	33,781,420	35,196,590
62000	Utilities	3,287	4,000	4,000	4,000
62010	Communications	4,411	6,780	6,780	6,780
62120	Training, Transportation, Meeting	17,692	40,050	40,050	40,050
62140	Membership, Subscription, Dues	125	1,200	1,000	1,000
62300	Contract Services - Professional	156,691	287,680	300,000	300,000
62600	Parking Validations	0	1,200	1,200	1,200
	SUBTOTAL CONTRACTUAL	182,207	340,910	353,030	353,030
63001	Miscellaneous Office Expenses	26,451	20,000	20,000	20,000
63300	Gas & Diesel	0	0	655,490	655,490
	SUBTOTAL COMMODITIES	26,451	20,000	675,490	675,490
65010	Rental City Equipment	1,732,950	2,100,600	1,544,845	1,544,845
65100	Insurance Charges	4,360,660	3,799,040	3,799,040	3,799,040
65000	Building Rental	7,140	7,140	7,140	7,140
	SUBTOTAL FIXED CHARGES	6,100,750	5,906,780	5,351,025	5,351,025
	TOTAL EXPENDITURES	35,245,107	35,232,920	40,160,965	41,576,135

Class Code	AUTHORIZED PERSONNEL	ADOPTED FY 12-13		ADOPTED FY 13-14	
		Full Time	Part Time	Full Time	Part Time
3360	Police Captain	1.00		1.00	
3350	Police Lieutenant	6.75		5.75	
3400	Police Sergeant	27.00		24.00	
3200	Police Officer	193.00		164.00	
3990	Crime Analyst	1.00		1.00	
3800	Police Service Officer	2.00		2.00	
7330	Senior Office Assistant	1.00		1.00	
1008	Clerk Typist		1.00		0.00
	TOTAL	231.75	1.00	198.75	0.00

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 11-12	ADOPTED FY 12-13	ADOPTED FY 13-14	ADOPTED FY 14-15
61000	Salaries Regular	561,548	406,880	472,255	472,255
61020	Salaries Part-time	0	0	10,685	10,685
61040	Salaries Overtime	15,402	5,000	10,000	10,000
61100	Retirement - Employer Contribution	93,353	47,980	73,280	91,415
61110	Part-Time Retirement	0	0	400	400
61120	Medicare Insurance	5,203	5,900	6,425	6,425
61130	Health Insurance	75,638	69,810	61,995	67,575
61170	Retiree Health Insurance	5,748	3,570	3,905	3,905
61180	Workers Compensation Insurance	25,964	13,545	14,050	14,050
	SUBTOTAL PERSONNEL	782,855	552,685	652,995	676,710
62120	Training, Transportation, Meeting	60	4,910	1,000	1,000
62140	Membership, subscription, Dues	0	1,000	1,000	1,000
62300	Contract Services - Professional	377,447	478,020	400,000	400,000
	SUBTOTAL CONTRACTUAL	377,507	483,930	402,000	402,000
63001	Miscellaneous Office Expenses	2,681	14,700	5,000	5,000
63300	Gas & Diesel	0	0	2,095	2,095
	SUBTOTAL COMMODITIES	2,681	14,700	7,095	7,095
65010	Rental City Equipment	23,915	13,860	2,865	2,865
	SUBTOTAL FIXED CHARGES	23,915	13,860	2,865	2,865
	TOTAL EXPENDITURES	1,186,958	1,065,175	1,064,955	1,088,670
Class Code	AUTHORIZED PERSONNEL	ADOPTED FY 12-13		ADOPTED FY 13-14	
		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	2.00		1.00	
	Police Systems Support Analyst	1.00		1.00	
	Police Systems & Communications Mgr.	0.50		0.00	
990	Senior Systems Administrator	1.00		1.00	
1060	Systems Technician - WNT	1.00		1.00	
20	Micro Systems Technician	1.00		1.00	
	Police Cadet		1.00		1.00
	TOTAL	9.50	1.00	5.00	1.00

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 2012 - 2013				
<ul style="list-style-type: none"> * Continued to monitor/update Chapter 5 of SAMC. * Separated Pet Amigos Non-Profit from the City * Provided yearly pet store inspections. * Provided cross training, roll call training and search warrant assists. * Provided in-house educational training reference animal hoarding * Provided community outreach thru HOA meetings and other City sponsored events. * Used available resources and programs to facilitate low cost spay/neuter. 				
Action Plan for FY 2013 - 2014				
<ul style="list-style-type: none"> * Identify delinquent dog license compliance through part-time employees and County Animal Services. * Evaluate Cost Saving Strategies through Agreements with County Animal Services. * Offer educational training in-house and to the District Attorney's Office reference animal hoarding. * Continue yearly pet store inspections. * Continue cross training, roll call training and search warrant assists. * Increase 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 10-11	FY 11-12	FY 12-13	FY 13-14
Service Level				
# of service calls handled	9,570	9,125	9,300	9,500
# of enforcement actions taken	504	610	675	700
# of animal impounds	4,639	4,762	4,900	4,800
# of animals adopted/rescued	2,507	2,314	2,800	2,700
# of educational presentations given	5	10	5	12
# of spay/neuter events held	1	5	4	12
# of telephone calls handled	9,967	9,741	9,500	9,500
# of spay and neuter referrals	576	600	600	600

General Fund

POLICE DEPARTMENT		ACCOUNTING UNIT			
Animal Services		01114430			
Account Code	LINE ITEM RESOURCES	ACTUAL FY 11-12	ADOPTED FY 12-13	ADOPTED FY 13-14	ADOPTED FY 14-15
61000	Salaries Regular	272,270	275,480	299,020	299,020
61020	Salaries Part-time	54,487	25,865	58,550	58,550
61040	Salaries Overtime	2,381	10,000	5,000	5,000
61100	Retirement - Employer Contribution	29,078	22,885	41,630	52,235
61110	Part-Time Retirement	2,043	970	2,195	2,195
61120	Medicare Insurance	4,755	4,370	4,075	4,075
61130	Health Insurance	54,784	60,615	56,190	61,410
61170	Retiree Health Insurance	2,039	2,180	2,235	2,235
61180	Workers Compensation Insurance	33,344	32,780	32,065	32,065
	SUBTOTAL PERSONNEL	455,183	435,145	500,960	516,785
62120	Training, Transportation, Meeting	175	600	600	600
62140	Membership, subscription, Dues	150	200	200	200
62300	Contract Services - Professional	940,030	591,670	970,000	970,000
	SUBTOTAL CONTRACTUAL	940,355	592,470	970,800	970,800
63001	Miscellaneous Office Expenses	5,118	9,275	9,275	9,275
63300	Gas & Diesel	0	0	30,905	30,905
	SUBTOTAL COMMODITIES	5,118	9,275	40,180	40,180
65010	Rental City Equipment	49,910	54,720	41,285	41,285
	SUBTOTAL FIXED CHARGES	49,910	54,720	41,285	41,285
	TOTAL EXPENDITURES	1,450,565	1,091,610	1,553,225	1,569,050
Class Code	AUTHORIZED PERSONNEL	ADOPTED FY 12-13		ADOPTED FY 13-14	
		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	
	Sr. Clerical Aide		2.00		2.00
	TOTAL	4.00	0.00	4.00	0.00

GENERAL FUND

POLICE DEPARTMENT	PROGRAM
District Investigations	01114435

Statement of Purpose

To apprehend and prosecute criminals through professional and comprehensive criminal investigation, recover and return property, and the recognition and solution of persistent community problems

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 reports, and crime analysis functions.

Accomplishments in FY 2012-2013

- *Increased the number of auto theft and auto burglary arrests made through DNA hits
- * Obtained new crime analysis technology for analyzing phone toll records
- * Completed 12 Sex Registrant Verification Programs
- * Completed 16 Domestic Violence Arrest Team Operations
- * Implemented electronic case filing system with the DA's office
- * Partnered with CSP to have an advocate assigned at the Department

Action Plan for FY 2013-2014

- * Develop enhanced pawn and second hand dealer licensing protocols and inspection strategies
- * Conduct random quarterly inspections of scrap yards, pawn shops, and cash for shops
- * Conduct a minimum of 5 real estate fraud investigations utilizing OC Real Estate Prosecution grant funding
- * Implement automated subpoena system
- * Improve cross Bureau communication through the use of the WikiPDa electronic activity tracking system
- * Proactively target known criminals through a minimum of 50 parole and probation compliance checks

PERFORMANCE MEASURES	Actual	Actual	Estimated	Objective
	FY 10-11	FY 11-12	FY 12-13	FY 13-14
Service Level				
# of cases presented to DA by Prosecution Unit	7348	7235	6,300	7000
# of business/community meetings	6	1	3	5
# of community awareness presentations	7	19	20	20
Efficiency				
# of cases refused by the DA Office	585	491	500	500
# of Special Enforcement operations	24	28	37	37
Avg. monthly arrest by Detectives	5.04	5.80	6	6.00
Effectiveness				
% rate of criminal charges	92%	94%	92%	94%
# of arrests by Detectives during Special Enforcement Operations	59	49	61	65

General Fund

POLICE DEPARTMENT		ACCOUNTING UNIT			
District Investigations		01114435			
Account Code	LINE ITEM RESOURCES	ACTUAL FY 11-12	ADOPTED FY 12-13	ADOPTED FY 13-14	ADOPTED FY 14-15
61000	Salaries Regular	4,642,033	4,415,695	4,674,530	4,637,310
61020	Salaries Part-time	176,198	175,375	206,770	206,770
61040	Salaries Overtime	72,681	27,350	50,000	50,000
61100	Retirement - Employer Contribution	1,049,973	826,690	890,965	1,101,670
61110	Part-Time Retirement	2,550	8,755	10,685	10,685
61120	Medicare Insurance	62,932	66,575	64,380	64,380
61130	Health Insurance	674,249	721,135	682,845	682,845
61170	Retiree Health Insurance	34,483	35,320	34,715	34,715
61180	Workers Compensation Insurance	347,785	310,935	305,355	299,235
	SUBTOTAL PERSONNEL	7,062,884	6,587,830	6,920,245	7,087,610
62010	Communications	61	0	0	0
62120	Training, Transportation, Meeting	4,142	3,000	3,000	3,000
62122	Travel for Investigation	0	4,000	4,000	4,000
62140	Membership, Subscription, Dues	575	500	500	500
62300	Contract Services - Professional	25,248	23,700	23,700	23,700
	SUBTOTAL CONTRACTUAL	30,026	31,200	31,200	31,200
63001	Miscellaneous Office Expenses	21,552	20,000	20,000	20,000
63300	Gas & Diesel	0	0	17,200	17,200
	SUBTOTAL COMMODITIES	21,552	20,000	37,200	37,200
65010	Rental City Equipment	86,275	77,700	53,855	53,855
	SUBTOTAL FIXED CHARGES	86,275	77,700	53,855	53,855
	TOTAL EXPENDITURES	7,200,737	6,716,730	7,042,500	7,209,865

Class Code	AUTHORIZED PERSONNEL	ADOPTED FY 12-13		ADOPTED FY 13-14	
		Full Time	Part Time	Full Time	Part Time
3350	Police Lieutenant	2.00		1.00	
3300	Police Sergeant	3.00		3.00	
3200	Police Officer	26.00		26.00	
3990	Crime/Research Analyst	2.00		3.00	
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

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 11-12	ADOPTED FY 12-13	ADOPTED FY 13-14	ADOPTED FY 14-15
61000	Salaries Regular	4,320,574	4,208,885	5,580,070	5,491,635
61020	Salaries Part-time	39,214	34,900	21,360	21,360
61040	Salaries Overtime	124,070	36,460	154,975	154,975
61100	Retirement - Employer Contribution	1,015,031	866,275	1,129,155	1,393,110
61110	Part-Time Retirement	1,471	1,310	800	800
61120	Medicare Insurance	53,451	61,535	77,305	77,305
61130	Health Insurance	564,765	627,670	726,165	791,520
61170	Retiree Health Insurance	31,863	33,510	42,080	42,080
61180	Workers Compensation Insurance	385,580	337,130	423,725	423,725
	SUBTOTAL PERSONNEL	6,536,018	6,207,675	8,155,635	8,396,510
62010	Communications	466			
62120	Training, Transportation, Meeting	3,374	3,000	13,000	13,000
62122	Travel for Investigation	14,649	10,000	10,000	10,000
62140	Membership, Subscription, Dues	415	500	500	500
62300	Contract Services - Professional	45,199	104,000	184,000	184,000
62322	Maint & Repair Machinery & Equip	290	0	0	0
62600	Parking Validations	1,198	1,000	1,000	1,000
	SUBTOTAL CONTRACTUAL	65,590	118,500	208,500	208,500
63001	Miscellaneous Office Expenses	12,165	45,420	30,000	30,000
63300	Gas & Diesel	0	0	43,170	43,170
	SUBTOTAL COMMODITIES	12,165	45,420	73,170	73,170
65010	Rental City Equipment	184,265	135,240	133,010	133,010
	SUBTOTAL FIXED CHARGES	184,265	135,240	133,010	133,010
	TOTAL EXPENDITURES	6,798,039	6,506,835	8,570,315	8,811,190

Class Code	AUTHORIZED PERSONNEL	ADOPTED FY 12-13		ADOPTED FY 13-14	
		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		4.00	
3200	Police Officer	31.00		37.00	
790	Police Investigative Specialist	1.00		1.00	
7330	Senior Office Assistant	1.00		2.00	
	TOTAL	38.00	0.00	46.00	0.00

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 11-12	ADOPTED FY 12-13	ADOPTED FY 13-14	ADOPTED FY 14-15
61000	Salaries Regular	3,514,498	3,613,010		
61020	Salaries Part-time	15,976	17,125		
61040	Salaries Overtime	32,818	0		
61100	Retirement - Employer Contribution	723,854	725,805		
61110	Part-time Retirement	32	640		
61120	Medicare Insurance	54,335	52,640		
61130	Health Insurance	462,034	552,265		
61170	Retiree Health Insurance	516	27,220		
61180	Workers Compensation Insurance	314,583	286,485		
	SUBTOTAL PERSONNEL	<u>5,118,646</u>	<u>5,275,190</u>	<u>0</u>	<u>0</u>
62010	Communication	11,741	0		
62120	Training, Transportation, Meeting	4,284	19,275		
62140	Membership, Subscription, Dues	885	500		
62300	Contract Services - Professional	181,616	206,420		
	SUBTOTAL CONTRACTUAL	<u>198,526</u>	<u>226,195</u>	<u>0</u>	<u>0</u>
63202	Operating M&S Equipment	620	0		
63001	Miscellaneous Office Expenses	11,213	28,400		
63300	Gas & Diesel	39,729	7,000		
63301	Alternative Fuel - CNG	0	0		
	SUBTOTAL COMMODITIES	<u>51,562</u>	<u>35,400</u>	<u>0</u>	<u>0</u>
65010	Rental City Equipment	0	108,240		
	SUBTOTAL FIXED CHARGES	<u>0</u>	<u>108,240</u>	<u>0</u>	<u>0</u>
	TOTAL EXPENDITURES	<u><u>5,368,734</u></u>	<u><u>5,645,025</u></u>	<u><u>0</u></u>	<u><u>0</u></u>

Class Code	AUTHORIZED PERSONNEL	ADOPTED FY 12-13		ADOPTED FY 13-14	
		Full Time	Part Time	Full Time	Part Time
3350	Police Lieutenant	1.00		0.00	
3300	Police Sergeant	3.00		0.00	
3200	Police Officer	29.00		0.00	
3990	Crime/Research Analyst	1.00		0.00	
7330	Senior Office Assistant	1.00		0.00	
	TOTAL	<u>35.00</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>

GENERAL FUND

POLICE DEPARTMENT		PROGRAM		
Evidence		01114448		
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 2012-2013				
<ul style="list-style-type: none"> * Destroyed 91 firearms * Completed dispositions for backlogged OIS cases * Consolidated enough evidence for 1-2 years of growth * Cross-trained two additional employees 				
Action Plan for FY 2013-2014				
<ul style="list-style-type: none"> * Update Evidence packaging Training Bulletin * Update Evidence policies and procedures * Perform at least one narcotic burn * Perform at least one gun destruction operation * Cross train Evidence staff in CDC. 				
PERFORMANCE MEASURES	Actual	Actual	Estimated	Objective
	FY 10-11	FY 11-12	FY 12-13	FY 13-14
Service Level # of property & evidence items processed	56,789	45,177	50,000	50,000
Efficiency % of new evidence processed within 18 hours	90%	90%	90%	90%
Effectiveness % of outgoing evidence items compared to incoming items	98%	87%	95%	95%

General Fund

POLICE DEPARTMENT		ACCOUNTING UNIT			
Evidence		01114448			
Account Code	LINE ITEM RESOURCES	ACTUAL FY 11-12	ADOPTED FY 12-13	ADOPTED FY 13-14	ADOPTED FY 14-15
61000	Salaries Regular			431,130	431,130
61100	Retirement - Employer Contribution			63,910	80,190
61120	Medicare Insurance			6,250	6,250
61130	Health Insurance			97,035	105,770
61170	Retiree Health Insurance			3,235	3,235
61180	Workers Compensation Insurance			12,760	12,760
	SUBTOTAL PERSONNEL	<u>0</u>	<u>0</u>	<u>614,320</u>	<u>639,335</u>
62120	Training, Transportation, Meeting			4,000	4,000
62140	Membership, Subscription, Dues			500	500
62300	Contract Services - Professional			10,000	10,000
	SUBTOTAL CONTRACTUAL	<u>0</u>	<u>0</u>	<u>14,500</u>	<u>14,500</u>
63001	Miscellaneous Office Expenses			10,000	10,000
63300	Gas & Diesel			1,000	1,000
	SUBTOTAL COMMODITIES	<u>0</u>	<u>0</u>	<u>11,000</u>	<u>11,000</u>
65010	Rental City Equipment			2,505	2,505
	SUBTOTAL FIXED CHARGES	<u>0</u>	<u>0</u>	<u>2,505</u>	<u>2,505</u>
	TOTAL EXPENDITURES	<u>0</u>	<u>0</u>	<u>642,325</u>	<u>667,340</u>
Class Code	AUTHORIZED PERSONNEL	ADOPTED FY 12-13		ADOPTED FY 13-14	
		Full Time	Part Time	Full Time	Part Time
3200	Police Officer	0.00		1.00	
801	Police Evidence & Supply Supervisor	0.00		1.00	
799	Police Evidence & Supply Specialist	0.00		4.00	
	TOTAL	<u>0.00</u>	<u>0.00</u>	<u>6.00</u>	<u>0.00</u>
	(1) Supply Specialist position filled by Police Officer position				

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 2012-2013				
<ul style="list-style-type: none"> * Facilitated the conversion of 25 new patrol vehicles. * Updated security access control system. * Purchased new ballistic vests * Initiated new Janitorial contract with ABM * Updated uniform specifications 				
Action Plan for FY 2013-2014				
<ul style="list-style-type: none"> * Facilitate the conversion of 25 new patrol vehicles and distribute. * Coordinate painting projects within the police and jail facilities. 				
PERFORMANCE MEASURES	Actual	Actual	Estimated	Objective
	FY 10-11	FY 11-12	FY 12-13	FY 13-14
Service Level				
# of vehicles transported	2,873	2,873	1,500	1,500
# of supply or equipment requests processed	15,900	15,900	10,075	11,000
Efficiency				
% 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%

General Fund

POLICE DEPARTMENT		ACCOUNTING UNIT			
CDC		01114450			
Account Code	LINE ITEM RESOURCES	ACTUAL FY 11-12	ADOPTED FY 12-13	ADOPTED FY 13-14	ADOPTED FY 14-15
61000	Salaries Regular	866,514	860,880	506,950	506,960
61020	Salaries Part-time	6,594	21,360	21,360	21,360
61040	Salaries Overtime	1,729	10,000	0	0
61100	Retirement - Employer Contribution	92,749	71,445	68,565	86,030
61110	Part-time Retirement	247	800	800	800
61120	Medicare Insurance	11,335	12,795	6,705	6,705
61130	Health Insurance	189,965	210,055	102,390	111,600
61170	Retiree Health Insurance	5,907	6,455	3,240	3,240
61180	Workers Compensation Insurance	24,272	21,920	8,910	8,910
	SUBTOTAL PERSONNEL	<u>1,199,311</u>	<u>1,215,710</u>	<u>718,920</u>	<u>745,605</u>
62010	Communication	64,899	121,195	0	0
62120	Training, Transportation, Meeting	1,145	4,000	0	0
62140	Membership, Subscription, Dues	45	600	100	100
62300	Contract Services - Professional	4,421	69,500	59,500	59,500
62322	M&R Machinery & Equipment	350	0	0	0
	SUBTOTAL CONTRACTUAL	<u>70,859</u>	<u>195,295</u>	<u>59,600</u>	<u>59,600</u>
63000	Office Supplies	2,862	0	0	0
63001	Miscellaneous Office Expenses	288,466	547,700	537,700	537,700
63300	Gas & Diesel	0	0	6,340	6,340
	SUBTOTAL COMMODITIES	<u>291,328</u>	<u>547,700</u>	<u>544,040</u>	<u>544,040</u>
65010	Rental City Equipment	27,470	26,820	12,000	12,000
	SUBTOTAL FIXED CHARGES	<u>27,470</u>	<u>26,820</u>	<u>12,000</u>	<u>12,000</u>
	TOTAL EXPENDITURES	<u><u>1,588,968</u></u>	<u><u>1,985,525</u></u>	<u><u>1,334,560</u></u>	<u><u>1,361,245</u></u>

Class Code	AUTHORIZED PERSONNEL	ADOPTED FY 12-13		ADOPTED FY 13-14	
		Full Time	Part Time	Full Time	Part Time
3200	Police Officer	1.00		0.00	
	Police Administrative Manager	0.00		0.25	
801	Police Evidence & Supply Supervisor	2.00		1.00	
799	Police Evidence & Supply Specialist	9.00		5.00	
	TOTAL	<u>12.00</u>	<u>0.00</u>	<u>6.25</u>	<u>0.00</u>

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 2012-2013				
<ul style="list-style-type: none"> * Maintained high level of Firearms Unit work product and remained in top 5% of nation's top units. * Updated field cameras and lenses for Forensic Services Crime Scene Unit staff. * Successfully retrofitted a Major Crime Scene Unit (MCSU) * Forensic Cell Phone Unit processed 72 phones in 62 cases. * Became first county-wide Beta-site for the state's CODIS Hit Outcome Project (CHOP). * DNA Administrator evaluated more than 1,153 cases and more than 4,954 items for biological evidence. * Received 375 "cold" DNA hits for the year. 				
Action Plan for FY 2013-2014				
<ul style="list-style-type: none"> * SOP Approval and Implementation * Laboratory Retrofit (DNA Room Conversion) * Photography Perishable Skills Update (First Quarter) * Increase Forensic Services Meetings to every other month * Achieve paperless workflow in Firearms Unit * Train Forensic Services field personnel on MCSU 				
PERFORMANCE MEASURES	Actual	Actual	Estimated	Objective
	FY 10-11	FY 11-12	FY 12-13	FY 13-14
Service Level				
# of field service calls	3,869	3,907	3,584	3,500
# of photos processed	73,291	74,000	63,555	65,000
# of latent prints evaluated	2,809	2,733	4,184	2,500
# of AFIS Hits (including T/LI)	386	361	283	280
# of IBIS hits	100	75	88	50
# of cases involving DNA collection	1566	2,244	2,843	2,800
Efficiency				
% of photo work completed within 5 days	95%	95%	95%	100%
% of latent work completed within 14 days	10%	15%	10%	20%
% of year's firearms worked annually	Unknown	34%	57%	25%
Effectiveness				
% of AFIS hit ratio (fingerprints)	19%	18%	15%	15%
% of IBIS hits ratio (firearms)	25%	20%	18%	20%
% of CODIS hit ratio	24%	22%	25%	20%

General Fund

POLICE DEPARTMENT		ACCOUNTING UNIT			
Forensic Services		01114455			
Account Code	LINE ITEM RESOURCES	ACTUAL FY 11-12	ADOPTED FY 12-13	ADOPTED FY 13-14	ADOPTED FY 14-15
61000	Salaries Regular	1,701,376	1,468,930	1,477,330	1,477,330
61020	Salaries Part-time	97,445	62,565	73,250	73,250
61040	Salaries Overtime	25,414	50,380	50,000	50,000
61100	Retirement - Employer Contribution	194,065	121,930	207,070	259,815
61110	Part-time Retirement	3,649	2,345	2,745	2,745
61120	Medicare Insurance	20,225	22,205	20,255	20,255
61130	Health Insurance	288,729	284,140	246,785	268,990
61170	Retiree Health Insurance	12,083	11,140	10,615	10,615
61180	Workers Compensation Insurance	38,236	19,115	16,515	16,515
	SUBTOTAL PERSONNEL	2,381,222	2,042,750	2,104,565	2,179,515
62120	Training, Transportation, Meeting	4,677	17,700	15,000	15,000
62140	Membership, Subscription, Dues	245	835	835	835
62300	Contract Services - Professional	64,746	64,600	64,600	64,600
	SUBTOTAL CONTRACTUAL	69,668	83,135	80,435	80,435
63001	Miscellaneous Office Expenses	21,993	33,290	33,290	33,290
63300	Gas & Diesel	0	0	33,330	33,330
	SUBTOTAL COMMODITIES	21,993	33,290	66,620	66,620
65010	Rental City Equipment	55,445	69,900	28,825	28,825
	SUBTOTAL FIXED CHARGES	55,445	69,900	28,825	28,825
	TOTAL EXPENDITURES	2,528,328	2,229,075	2,280,445	2,355,395

Class Code	AUTHORIZED PERSONNEL	ADOPTED FY 12-13		ADOPTED FY 13-14	
		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 Assistant	1.00		1.00	
	TOTAL	16.00	0.00	16.00	0.00

GENERAL FUND

POLICE DEPARTMENT

PROGRAM

Records Services

01114460

Statement of Purpose

To maintain department records, provide document storage, retrieval and report required data to State agencies.

This is accomplished by maintaining accurate automated and manual systems, which are current and meet the needs of the Department.

Accomplishments in FY 2012-2013

- * Reduced redundant/non-essential entry operations
- * Increased cross training in specialty functions
- * Implement SPT strategies for improved working environments
- * Restructured staffing to better respond to Department's needs

Action Plan for FY 2013-2014

- * Maintain or exceed current level of customer service despite staffing loses.
- * Continue cross training of personnel to increase efficiency
- * Continue Record's procedures review to streamline or eliminate processes

PERFORMANCE MEASURES	Actual	Actual	Estimated	Objective
	FY 10-11	FY 11-12	FY 12-13	FY 13-14
Service Level				
# of reports processed	41,100	41,100	40,000	40,000
# of documents scanned or filmed	425,555	425,555	420,000	420,000
# of requests serviced (police, citizen, Agency)			49,000	49,000
# of report pages transcribed	1,000	1,000	-	-
# of CLETS messages sent	45,322	45,322	44,000	45,000
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 11-12	ADOPTED FY 12-13	ADOPTED FY 13-14	ADOPTED FY 14-15
61000	Salaries Regular	1,143,243	1,236,685	1,336,830	1,336,830
61020	Salaries Part-time	70,913	121,280	122,275	122,275
61040	Salaries Overtime	19,484	133,220	10,000	10,000
61100	Retirement - Employer Contribution	116,875	105,485	192,010	240,920
61110	Part-time Retirement	2,589	4,550	4,585	4,585
61120	Medicare Insurance	14,702	19,690	18,780	18,780
61130	Health Insurance	198,394	260,790	232,025	252,910
61170	Retiree Health Insurance	11,906	11,770	12,315	12,315
61180	Workers Compensation Insurance	14,242	17,595	14,695	14,695
	SUBTOTAL PERSONNEL	1,592,349	1,911,065	1,943,515	2,013,310
62120	Training, Transportation, Meeting	91	4,450	2,000	2,000
62140	Membership, Subscription, Dues	150	1,075	1,075	1,075
62300	Contract Services - Professional	8,573	12,000	12,000	12,000
62600	Parking Validations	6,927	0	0	0
	SUBTOTAL CONTRACTUAL	15,741	17,525	15,075	15,075
63001	Miscellaneous Office Expenses	40,656	42,310	42,310	42,310
	SUBTOTAL COMMODITIES	40,656	42,310	42,310	42,310
	TOTAL EXPENDITURES	1,648,746	1,970,900	2,000,900	2,070,695

Class Code	AUTHORIZED PERSONNEL	ADOPTED FY 12-13		ADOPTED FY 13-14	
		Full Time	Part Time	Full Time	Part Time
0180	Police Administrative Manager	0.50		0.50	
7230	Police Records Supervisor	3.00		3.00	
7110	Lead Police Records Specialist	4.00		3.00	
7370	Senior Police Records Specialist	13.00		13.00	
	TOTAL	20.50	0.00	19.50	0.00

GENERAL FUND

POLICE DEPARTMENT	PROGRAM
Communications	01114465

Statement of Purpose

To provide timely, accurate and responsive telecommunication services to the community and Police Department.

Accomplishments in FY 2012-2013

- * Secured State funding to upgrade the 911 telephone system for future technology changes
- * Secured State funding to purchase 100 headsets, 25 ergonomic chairs and replace the logging recorder.
- * Significantly reduced overtime by adjusting schedules, employee trades and training CSO's for Phones.
- * Hired two dispatchers

Action Plan for FY 2013-2014

- * Start new 2-year cycle of mandated POST training to be completed by 12/31/14.
- * Upgrade work stations in Communications using State 911 funds.
- * Replace radio control stations

PERFORMANCE MEASURES	Actual	Actual	Estimated	Objective
	FY 11-12	FY 12-13	FY 13-14	FY 14-15
Service Level				
# of 911 calls processed	145,628	178,469	180,000	180,000
# of calls for service dispatched	140,337	133,916	130,000	130,000
# of telephone call handled by TRU	7,927	12,784	10,000	10,000
# of telephone calls handled by dispatch	456,462	412,469	412,000	412,000

General Fund

POLICE DEPARTMENT		ACCOUNTING UNIT			
Communications		01114465			
Account Code	LINE ITEM RESOURCES	ACTUAL FY 11-12	ADOPTED FY 12-13	ADOPTED FY 13-14	ADOPTED FY 14-15
61000	Salaries Regular	2,916,469	3,137,735	3,240,655	3,240,655
61020	Salaries Part-time	41,121	75,855	75,865	75,860
61040	Salaries Overtime	10,504	199,200	200,000	200,000
61100	Retirement - Employer Contribution	186,602	271,205	464,770	583,135
61110	Part-time Retirement	1,456	2,845	2,845	2,845
61120	Medicare Insurance	35,584	46,600	45,450	45,450
61130	Health Insurance	568,929	665,115	614,555	669,865
61170	Retiree Health Insurance	2,813	24,180	24,095	24,095
61180	Workers Compensation Insurance	31,543	34,880	32,600	32,600
	SUBTOTAL PERSONNEL	<u>3,795,021</u>	<u>4,457,615</u>	<u>4,700,835</u>	<u>4,874,505</u>
62010	Communications	2,844	0	0	0
62120	Training, Transportation, Meeting	101	1,790	1,790	1,790
62140	Membership, Subscription, Dues	120	300	300	300
62300	Contract Services - Professional	176,867	172,640	172,640	172,640
	SUBTOTAL CONTRACTUAL	<u>179,932</u>	<u>174,730</u>	<u>174,730</u>	<u>174,730</u>
63001	Miscellaneous Office Expenses	1,013	3,770	3,770	3,770
	SUBTOTAL COMMODITIES	<u>1,013</u>	<u>3,770</u>	<u>3,770</u>	<u>3,770</u>
65010	Rental City Equipment	7,740	3,360	0	0
	SUBTOTAL FIXED CHARGES	<u>7,740</u>	<u>3,360</u>	<u>0</u>	<u>0</u>
	TOTAL	<u><u>3,983,707</u></u>	<u><u>4,639,475</u></u>	<u><u>4,879,335</u></u>	<u><u>5,053,005</u></u>

Class Code	AUTHORIZED PERSONNEL	ADOPTED FY 12-13		ADOPTED FY 13-14	
		Full Time	Part Time	Full Time	Part Time
3365	Police Systems & Communications Mgr.	0.50		0.00	
3370	Police Communications Manager	0.00		1.00	
6180	Police Communications Supervisor	4.00		4.00	
3680	Police Services Dispatcher	30.00		26.00	
7660	Communication Services Officer	8.00		8.00	
	TOTAL	<u>42.50</u>	<u>0.00</u>	<u>39.00</u>	<u>0.00</u>

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	Actual	Estimated	Objective
	FY 09-10	FY 10-11	FY 11-12	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 11-12	ADOPTED FY 12-13	ADOPTED FY 13-14	ADOPTED FY 14-15
61000	Salaries Regular	463,885	553,575	676,475	676,475
61040	Salaries Overtime	2,349	5,000	0	0
61100	Retirement - Employer Contribution	101,256	103,870	108,260	129,210
61120	Medicare Insurance	6,154	8,025	8,005	8,005
61130	Health Insurance	64,121	87,750	81,065	88,360
61170	Retiree Health Insurance	3,617	4,150	4,140	4,140
61180	Workers Compensation Insurance	36,611	39,585	39,985	39,985
	SUBTOTAL PERSONNEL	<u>677,994</u>	<u>801,955</u>	<u>917,930</u>	<u>946,175</u>
62120	Training, Transportation, Meeting	0	6,305	1,000	1,000
62140	Membership, Subscription, Dues	0	1,860	1,860	1,860
	SUBTOTAL CONTRACTUAL	<u>0</u>	<u>8,165</u>	<u>2,860</u>	<u>2,860</u>
63001	Miscellaneous Office Expenses	131	1,000	1,000	1,000
63300	Gas & Diesel	0	0	1,980	1,980
	SUBTOTAL COMMODITIES	<u>131</u>	<u>1,000</u>	<u>2,980</u>	<u>2,980</u>
65010	Rental City Equipment	9,860	16,920	17,995	17,995
	SUBTOTAL FIXED CHARGES	<u>9,860</u>	<u>16,920</u>	<u>17,995</u>	<u>17,995</u>
	TOTAL	<u><u>687,985</u></u>	<u><u>828,040</u></u>	<u><u>941,765</u></u>	<u><u>970,010</u></u>

Class Code	AUTHORIZED PERSONNEL	ADOPTED FY 12-13		ADOPTED FY 13-14	
		Full Time	Part Time	Full Time	Part Time
3300	Police Sergeant	1.00		1.00	
3200	Police Officer	4.00		3.00	
790	Police Investigative Specialist	1.00		1.00	
	TOTAL	<u>6.00</u>	<u>0.00</u>	<u>5.00</u>	<u>0.00</u>

GENERAL FUND

POLICE DEPARTMENT		PROGRAM		
Jail Operations		01114475		
Statement of Purpose				
<p><i>To fulfill the needs of the Santa Ana Police Department and the community by providing for the safe, secure and humane housing of persons incarcerated.</i></p>				
Accomplishments in FY 2012-2013				
<ul style="list-style-type: none"> * Operated a safe and secure jail facility with no incidents of liability * Implemented a new Jail Management System and completed required staff training * Successfully passed regulatory and contractual audits (CDCR, INS, US MARSHALS) * Successfully responded to booking, registrants and DNA needs for the Department 				
Action Plan for FY 2013-2014				
<ul style="list-style-type: none"> * Operate a safe and secure jail facility with no incidents of liability * Create a new business model for Jail operations to ensure reduced operating costs 				
PERFORMANCE MEASURES	Actual	Actual	Estimated	Objective
	FY 10-11	FY 11-12	FY 12-13	FY 13-14
Service Level				
# of inmates processed	9,677	9,132	9,300	10,000
# of inmates fast-booked to OCJ	3,948	4,609	4,500	4,000
# of visitors processed	34,628	32,963	35,000	35,000
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	7	6	0	0%
# of suicides	0	0	0	0%
% of compliance with regulatory agencies	100%	100%	100%	100%
\$ amount paid due to lawsuits/claims	\$0	\$0	\$0	\$0
# of DNA collected or verified		3,649	3,600	3,600
# of Registrants processed		1,815	1,800	1,800

General Fund

POLICE DEPARTMENT		ACCOUNTING UNIT			
Jail Operations		01114475			
Account Code	LINE ITEM RESOURCES	ACTUAL FY 11-12	ADOPTED FY 12-13	ADOPTED FY 13-14	ADOPTED FY 14-15
61000	Salaries Regular	8,528,852	9,087,265	8,899,655	8,899,655
61020	Salaries Part-time	185,063	154,055	153,495	153,495
61040	Salaries Overtime	469,074	315,000	400,000	400,000
61100	Retirement - Employer Contribution	912,821	768,810	1,295,215	1,625,135
61110	Part-time Retirement	3,268	10,640	10,620	10,620
61120	Medicare Insurance	131,646	134,000	126,690	126,690
61130	Health Insurance	1,657,456	1,878,180	1,666,490	1,816,475
61170	Retiree Health Insurance	64,396	67,395	66,320	66,320
61180	Workers Compensation Insurance	269,646	266,730	252,065	252,065
	SUBTOTAL PERSONNEL	12,222,223	12,682,075	12,870,550	13,350,455
62010	Communication	0	6,150	0	0
62120	Training, Transportation, Meeting	388	11,000	5,000	5,000
62140	Membership, Subscription, Dues	0	25,000	0	0
62300	Contract Services - Professional	2,505,567	2,376,625	2,406,625	2,406,625
	SUBTOTAL CONTRACTUAL	2,505,954	2,418,775	2,411,625	2,411,625
63001	Miscellaneous Office Expenses	334,301	329,600	329,600	329,600
63100	Uniforms & Tools	19,365	0	0	0
63300	Gas & Diesel	0	0	11,935	11,935
	SUBTOTAL COMMODITIES	353,667	329,600	341,535	341,535
65010	Rental City Equipment	77,360	41,760	21,395	21,395
	SUBTOTAL FIXED CHARGES	77,360	41,760	21,395	21,395
	TOTAL	15,159,204	15,472,210	15,645,105	16,125,010

Class Code	AUTHORIZED PERSONNEL	ADOPTED FY 12-13		ADOPTED FY 13-14	
		Full Time	Part Time	Full Time	Part Time
3230	Jail Administrator	1.00		1.00	
0180	Police Administrative Manager	1.75		0.25	
0151	Principal Management Analyst	0.00		0.25	
370	Correctional Supervisor	9.90		9.00	
310	Correctional Officer	84.00		81.00	
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	111.15	0.00	106.00	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 11-12	ADOPTED FY 12-13	ADOPTED FY 13-14	ADOPTED FY 14-15
61000	Salaries Regular	672,741	665,140	853,380	853,380
61040	Salaries Overtime	23,206	0	0	0
61100	Retirement - Employer Contribution	163,659	143,535	171,945	212,030
61120	Medicare Insurance	5,506	9,645	11,640	11,640
61130	Health Insurance	79,415	87,795	101,485	110,610
61170	Retiree Health Insurance	4,686	5,745	6,865	6,865
61180	Workers Compensation Insurance	81,977	54,540	65,815	65,815
	SUBTOTAL PERSONNEL	<u>1,031,189</u>	<u>966,400</u>	<u>1,211,130</u>	<u>1,260,340</u>
	TOTAL	<u><u>1,031,189</u></u>	<u><u>966,400</u></u>	<u><u>1,211,130</u></u>	<u><u>1,260,340</u></u>
Class Code	AUTHORIZED PERSONNEL	ADOPTED FY 12-13		ADOPTED FY 13-14	
		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		3.00	
	TOTAL	<u>5.00</u>	<u>0.00</u>	<u>6.00</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 11-12	ADOPTED FY 12-13	ADOPTED FY 13-14	ADOPTED FY 14-15
61000	Salaries Regular	258,041	271,185	226,440	226,440
61020	Salaries Part-Time	296	0	0	0
61040	Salaries Overtime	8,609	0	10,000	10,000
61100	Retirement - Employer Contribution	34,825	29,210	33,855	42,215
61110	Part-Time Retirement	11	0	0	0
61120	Medicare Insurance	796	3,905	2,940	2,940
61130	Health Insurance	54,740	57,015	48,570	52,940
61170	Retiree Health Insurance	1,993	2,020	1,520	1,520
61180	Workers Compensation Insurance	6,870	6,815	6,245	6,245
	SUBTOTAL PERSONNEL	<u>366,183</u>	<u>370,150</u>	<u>329,570</u>	<u>342,300</u>
62120	Training, Transportation, Meeting	195	1,000	1,000	1,000
62140	Membership, Subscription, and Dues	0	200	200	200
62300	Contract Services - Professional	18	11,535	0	0
62501	Operating Lease Expense	15	5,435	5,435	5,435
	SUBTOTAL CONTRACTUAL	<u>228</u>	<u>18,170</u>	<u>6,635</u>	<u>6,635</u>
63001	Miscellaneous Office Expenses	2,024	13,280	13,280	13,280
63300	Gas & Diesel	0	0	2,220	2,220
	SUBTOTAL COMMODITIES	<u>2,024</u>	<u>13,280</u>	<u>15,500</u>	<u>15,500</u>
65000	Building Rental	5,455	5,455	5,455	5,455
65010	Rental City Equipment	60,590	18,060	22,090	22,090
	SUBTOTAL FIXED CHARGES	<u>66,045</u>	<u>23,515</u>	<u>27,545</u>	<u>27,545</u>
67200	Principal - Capital Lease	2,519	0	0	0
67210	Interest - Capital Lease	2,911	0	0	0
	SUBTOTAL DEBT SERVICE	<u>5,430</u>	<u>0</u>	<u>0</u>	<u>0</u>
	TOTAL	<u><u>439,909</u></u>	<u><u>425,115</u></u>	<u><u>379,250</u></u>	<u><u>391,980</u></u>

Class Code	AUTHORIZED PERSONNEL	ADOPTED FY 12-13		ADOPTED FY 13-14	
		Full Time	Part Time	Full Time	Part Time
3200	Police Officer	0.50		0.50	
780	Police Community Services Specialist	1.00		1.00	
	Emergency Operations Coordinator	0.00		1.00	
3800	Police Services Officer	2.00		1.00	
	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 11-12	ADOPTED FY 12-13	ADOPTED FY 13-14	ADOPTED FY 14-15
61000	Salaries Regular	0	78,820	81,140	81,140
61040	Salaries Overtime	0	2,500	0	0
61100	Retirement - Employer Contribution	0	6,540	11,680	14,655
61120	Medicare Insurance	0	1,145	1,140	1,140
61130	Health Insurance	0	17,505	16,170	17,630
61170	Retiree Health Insurance	0	590	590	590
61180	Workers Compensation Insurance	0	820	820	820
	SUBTOTAL PERSONNEL	<u>0</u>	<u>107,920</u>	<u>111,540</u>	<u>115,975</u>
62120	Training, Transportation, Meeting	0	1,000	1,000	1,000
62300	Contract Svcs - Professional	0	75,000	75,000	75,000
	SUBTOTAL CONTRACTUAL	<u>0</u>	<u>76,000</u>	<u>76,000</u>	<u>76,000</u>
63001	Miscellaneous Office Expenses	314	500	500	500
	SUBTOTAL COMMODITIES	<u>314</u>	<u>500</u>	<u>500</u>	<u>500</u>
	TOTAL	<u><u>314</u></u>	<u><u>184,420</u></u>	<u><u>188,040</u></u>	<u><u>192,475</u></u>

Class Code	AUTHORIZED PERSONNEL	ADOPTED FY 12-13		ADOPTED FY 13-14	
		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>

**GENERAL FUND
DEPARTMENT RESOURCE SUMMARY**

FIRE SERVICES

ACCOUNTING UNITS		ACTUAL* FY 11-12	ADOPTED* FY 12-13	ADOPTED FY 13-14	ADOPTED FY 14-15
01115300	Office of the Fire Chief	447,692	0	0	0
01115310	Fire Prevention	1,146,600	0	0	0
01115320	Fire Communications	1,182,816	0	0	0
01115330	Fire Suppression & EMS	48,458,622	40,497,605	40,218,470	41,018,818
01115340	Fire Information Technology	339,488	0	0	0
01115350	Fire Training	35,928	0	0	0
01115360	Fire Maintenance	702,557	0	0	0
01115370	Fiscal & Budget	138,348	0	0	0
	TOTAL	<u>52,452,051</u>	<u>40,497,605</u>	<u>40,218,470</u>	<u>41,018,818</u>
OPERATING EXPENSE		ACTUAL* FY 11-12	ADOPTED* FY 12-13	ADOPTED FY 13-14	ADOPTED FY 14-15
61000	Personnel	41,660,429	0	0	0
62000	Contractual	8,490,618	40,497,605	40,218,470	41,018,818
63000	Commodities	379,173	0	0	0
65000	Fixed Charges	1,907,862	0	0	0
66000	Capital	0	0	0	0
67000	Debt Service	13,969	0	0	0
	TOTAL	<u>52,452,051</u>	<u>40,497,605</u>	<u>40,218,470</u>	<u>41,018,818</u>
Class Code	AUTHORIZED PERSONNEL	ADOPTED FY 12-13*		ADOPTED FY 13-14	
		Full Time	Part Time	Full Time	Part Time
03190	Fire Chief	0.00		0.00	
03160	Deputy Fire Chief	0.00		0.00	
03185	Administrative Chief/Fire Marshal	0.00		0.00	
03150	Fire Battalion Chief	0.00		0.00	
03080	Fire Captain	0.00		0.00	
03010	Fire Engineer	0.00		0.00	
03000	Firefighter	0.00		0.00	
03550	Paramedic	0.00		0.00	
03500	Fire Safety Analyst	0.00		0.00	
03440	Fire Safety Specialist III	0.00		0.00	
00660	Fire Communications Supervisor	0.00		0.00	
03480	Fire Services Dispatcher	0.00		0.00	
07090	Lead Accounting Assistant	0.00		0.00	
07010	Accounting Assistant	0.00		0.00	
07330	Senior Office Assistant	0.00		0.00	
02680	Data Entry Specialist	0.00		0.00	
	Total Fire Department Positions	<u>0.00</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 11-12	ADOPTED FY 12-13	ADOPTED FY 13-14	ADOPTED FY 14-15
61000	Salaries Regular	277,506	0	0	0
61020	Salaries Part-Time	17,428	0	0	0
61040	Salaries Overtime	16,116	0	0	0
61100	Retirement-Employer Contributions	60,016	0	0	0
61110	Part-time Retirement	654	0	0	0
61120	Medicare Insurance	2,841	0	0	0
61130	Health Insurance	21,587	0	0	0
61170	Retiree Health Benefits	4,909	0	0	0
61180	Worker Compensation Insurance	28,100	0	0	0
	SUBTOTAL PERSONNEL	429,156	0	0	0
62000	Utilities	0			
62010	Communications	1,149	0	0	0
62120	Training, Transportation, Meeting	0	0	0	0
62140	Membership, Subscription & Dues	1,067	0	0	0
62300	Contract Svs-Professional	535	0	0	0
62302	Contracted Vendor Personnel Services	0	0	0	0
62600	Parking Validation	756	0	0	0
	SUBTOTAL CONTRACTUAL	3,507	0	0	0
63000	Office Supplies				
63001	Misc. Office Expenses	6,439	0	0	0
	SUBTOTAL COMMODITIES	6,439	0	0	0
65010	Rental City Equipment	8,590	0	0	0
	SUBTOTAL FIXED CHARGES	8,590	0	0	0
66200	Building Improvements	0	0	0	0
	SUBTOTAL CAPITAL	0	0	0	0
	TOTAL	<u>447,692</u>	<u>0</u>	<u>0</u>	<u>0</u>
Class Code	AUTHORIZED PERSONNEL	ADOPTED FY 12-13		ADOPTED FY 13-14	
		Full Time	Part Time	Full Time	Part Time
03190	Fire Chief	0.00		0.00	
03080	Fire Captain	0.00		0.00	
09090	Clerk Typist II		0.00		0.00
09770	Administrative Aide		0.00		0.00
		<u>0.00</u>	<u>0.00</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 11-12	ADOPTED FY 12-13	ADOPTED FY 13-14	ADOPTED FY 14-15
61000	Salaries Regular	704,634	0	0	0
61020	Salaries Part-Time	0	0	0	0
61040	Salaries Overtime	20,146	0	0	0
61100	Retirement-Employer Contributions	153,041	0	0	0
61120	Medicare Insurance	7,893	0	0	0
61130	Health Insurance	107,490	0	0	0
61170	Retiree Health Benefits	12,954	0	0	0
61180	Worker Compensation Insurance	43,827	0	0	0
	SUBTOTAL PERSONNEL	1,049,984	0	0	0
62000	Utilities	0			
62010	Communications	3,034	0	0	0
62120	Training, Transportation, Meeting	0	0	0	0
62130	Tuition Reimbursement	0	0	0	0
62140	Membership, Subscription & Dues	2,732	0	0	0
62300	Contract Svs-Professional	10,767	0	0	0
62302	Contracted Vendor Personnel Services	0	0	0	0
62501	Operating Lease Expense	15	0	0	0
	SUBTOTAL CONTRACTUAL	16,547	0	0	0
63000	Office Supplies				
63001	Misc. Office Expenses	11,511	0	0	0
63100	Uniforms & Tools				
	SUBTOTAL COMMODITIES	11,511	0	0	0
65000	Building Rental	5,349	0	0	0
65010	Rental City Equipment	57,700	0	0	0
	SUBTOTAL FIXED CHARGES	63,049	0	0	0
66510	Computer Software	0	0	0	0
	SUBTOTAL CAPITAL	0	0	0	0
67200	Principal - Capital Lease	2,555			
67200	Interest - Capital Lease	2,954	0	0	0
	SUBTOTAL DEBT SERVICE	5,509	0	0	0
	TOTAL	1,146,600	0	0	0

Class Code	AUTHORIZED PERSONNEL	ADOPTED FY 12-13		ADOPTED FY 13-14	
		Full Time	Part Time	Full Time	Part Time
03185	Administrative Chief/Fire Marshal	0.00		0.00	
03500	Fire Safety Analyst	0.00		0.00	
03440	Fire Safety Specialist III	0.00		0.00	
07330	Senior Office Assistant	0.00		0.00	
03080	Fire Captain	0.00		0.00	
03000	Firefighter	0.00		0.00	
		<u>0.00</u>		<u>0.00</u>	

GENERAL FUND

FIRE DEPARTMENT		ACCOUNTING UNIT			
Fire Communications		01115320			
Account Code	LINE ITEM RESOURCES	ACTUAL FY 11-12	ADOPTED FY 12-13	ADOPTED FY 13-14	ADOPTED FY 14-15
61000	Salaries Regular	507,118	0	0	0
61020	Salaries Part-Time	6,820	0	0	0
61040	Salaries Overtime	247,065	0	0	0
61100	Retirement-Employer Contributions	59,796	0	0	0
61120	Medicare Insurance	7,493	0	0	0
61130	Health Insurance	65,584	0	0	0
61170	Retiree Health Benefits	9,498	0	0	0
61180	Worker Compensation Insurance	9,843	0	0	0
	SUBTOTAL PERSONNEL	913,217	0	0	0
62000	Utilities				
62010	Communications	183,862	0	0	0
62120	Training, Transportation, Meeting	0	0	0	0
62140	Membership, Subscription & Dues	100	0	0	0
62300	Contract Svs-Professional	75,338	0	0	0
	SUBTOTAL CONTRACTUAL	259,300	0	0	0
63001	Misc. Office Expenses	3,379	0	0	0
	SUBTOTAL COMMODITIES	3,379	0	0	0
65010	Rental City Equipment	6,920	0	0	0
	SUBTOTAL FIXED CHARGES	6,920	0	0	0
66400	Machinery & Equipment	0	0	0	0
	SUBTOTAL CAPITAL	0	0	0	0
	TOTAL	<u>1,182,816</u>	<u>0</u>	<u>0</u>	<u>0</u>
Class Code	AUTHORIZED PERSONNEL	ADOPTED FY 12-13		ADOPTED FY 13-14	
		Full Time	Part Time	Full Time	Part Time
00660	Fire Communications Supervisor	0.00		0.00	
03480	Fire Services Dispatcher	0.00		0.00	
		<u>0.00</u>		<u>0.00</u>	

GENERAL FUND

FIRE DEPARTMENT		ACCOUNTING UNIT			
Fire Suppression & Emergency Medical Services		01115330			
Account Code	LINE ITEM RESOURCES	ACTUAL FY 11-12	ADOPTED FY 12-13	ADOPTED FY 13-14	ADOPTED FY 14-15
61000	Salaries Regular	17,581,373	0	0	0
61010	Salaries Retirement	3,665,960	0	0	0
61040	Salaries Overtime	7,646,721	0	0	0
61100	Retirement-Employer Contribution	4,619,039	0	0	0
61120	Medicare Insurance	231,578	0	0	0
61130	Health Insurance	2,399,519	0	0	0
61170	Retiree Health Benefits	358,577	0	0	0
61180	Worker Compensation Insurance	<u>2,460,967</u>	<u>0</u>	<u>0</u>	<u>0</u>
	SUBTOTAL PERSONNEL	38,963,735	0	0	0
62000	Utilities				
62010	Communications	10,948	0	0	0
62120	Training, Transportation, Meeting	2,580	0	0	0
62130	Tuition Reimbursement	14,195	0	0	0
62140	Membership, Subscription & Dues	3,481	0	0	0
62251	Other Agency Services	10,645	0	0	0
62300	Contract Svs-Professional	7,576,587	37,577,605	37,210,870	37,919,624
62302	Other Personnel Services	<u>51,868</u>	<u>2,920,000</u>	<u>3,007,600</u>	<u>3,099,194</u>
	SUBTOTAL CONTRACTUAL	7,670,305	40,497,605	40,218,470	41,018,818
63001	Misc. Office Expenses	169,105	0	0	0
63100	Uniforms & Tools	<u>1,247</u>	<u>0</u>	<u>0</u>	<u>0</u>
	SUBTOTAL COMMODITIES	170,352	0	0	0
65010	Rental City Equipment	1,421,130	0	0	0
65100	Insurance Charges	233,100	0	0	0
66510	Computer Software	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>
	SUBTOTAL FIXED CHARGES	1,654,230	0	0	0
	TOTAL	<u>48,458,622</u>	<u>40,497,605</u>	<u>40,218,470</u>	<u>41,018,818</u>

Class Code	AUTHORIZED PERSONNEL	ADOPTED FY 12-13		ADOPTED FY 13-14	
		Full Time	Part Time	Full Time	Part Time
03160	Deputy Fire Chief	0.00		0.00	
03150	Fire Battalion Chief	0.00		0.00	
03080	Fire Captain	0.00		0.00	
03010	Fire Engineer	0.00		0.00	
03000	Firefighter	0.00		0.00	
03550	Paramedic	0.00		0.00	
07330	Senior Office Assistant	<u>0.00</u>		<u>0.00</u>	
		<u>0.00</u>		<u>0.00</u>	

GENERAL FUND

FIRE DEPARTMENT		ACCOUNTING UNIT			
Fire Information Technology		01115340			
Account Code	LINE ITEM RESOURCES	ACTUAL FY 11-12	ADOPTED FY 12-13	ADOPTED FY 13-14	ADOPTED FY 14-15
61000	Salaries Regular	42,964	0	0	0
61040	Salaries Overtime	0	0	0	0
61100	Retirement-Employer Contribution	4,430	0	0	0
61120	Medicare Insurance	621	0	0	0
61130	Health Insurance	6,013	0	0	0
61170	Retiree Health Benefits	516	0	0	0
61180	Worker Compensation Insurance	<u>447</u>	<u>0</u>	<u>0</u>	<u>0</u>
	SUBTOTAL PERSONNEL	54,991	0	0	0
62000	Utilities				
62010	Communications	2,940	0	0	0
62120	Training, Transportation, Meeting	0	0	0	0
62300	Contract Svs-Professional	<u>279,999</u>	<u>0</u>	<u>0</u>	<u>0</u>
	SUBTOTAL CONTRACTUAL	282,939	0	0	0
63001	Misc. Office Expenses	<u>1,557</u>	<u>0</u>	<u>0</u>	<u>0</u>
	SUBTOTAL COMMODITIES	1,557	0	0	0
	TOTAL	<u><u>339,488</u></u>	<u><u>0</u></u>	<u><u>0</u></u>	<u><u>0</u></u>

Class Code	AUTHORIZED PERSONNEL	ADOPTED FY 12-13		ADOPTED FY 13-14	
		Full Time	Part Time	Full Time	Part Time
02680	Data Entry Specialist	0.00		0.00	
01060	Systems Technician (1)	0.00		0.00	
		<u><u>0.00</u></u>		<u><u>0.00</u></u>	

GENERAL FUND

FIRE DEPARTMENT		ACCOUNTING UNIT			
Fire Training		01115350			
Object Code	LINE ITEM RESOURCES	ACTUAL FY 11-12	ADOPTED FY 12-13	ADOPTED FY 13-14	ADOPTED FY 14-15
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
61110	Part-Time Retirement	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
	SUBTOTAL PERSONNEL	0	0	0	0
62010	Communications	0	0	0	0
62120	Training, Transportation, Meeting	354	0	0	0
62140	Membership, Subscription & Dues	120	0	0	0
62300	Contract Svs-Professional	0	0	0	0
62501	Operating Lease Expense	1,111	0	0	0
	SUBTOTAL CONTRACTUAL	1,584	0	0	0
63001	Misc. Office Expenses	1,324	0	0	0
	SUBTOTAL COMMODITIES	1,324	0	0	0
65010	Rental City Equipment	24,560	0	0	0
	SUBTOTAL FIXED CHARGES	24,560	0	0	0
66510	Computer Software	0	0	0	0
	SUBTOTAL CAPITAL	0	0	0	0
67200	Principal - Capital Lease	8,323			
67200	Interest - Capital Lease	137	0	0	0
	SUBTOTAL DEBT SERVICE	8,460	0	0	0
	TOTAL	<u>35,928</u>	<u>0</u>	<u>0</u>	<u>0</u>

Class Code	AUTHORIZED PERSONNEL	ADOPTED FY 12-13		ADOPTED FY 13-14	
		Full Time	Part Time	Full Time	Part Time
03160	Deputy Fire Chief (3)	0.00		0.00	
03150	Fire Battalion Chief (1)	0.00		0.00	
03080	Fire Captain (2)	0.00		0.00	
		<u>0.00</u>		<u>0.00</u>	

GENERAL FUND

FIRE DEPARTMENT		ACCOUNTING UNIT			
Fire Maintenance		01115360			
Account Code	LINE ITEM RESOURCES	ACTUAL FY 11-12	ADOPTED FY 12-13	ADOPTED FY 13-14	ADOPTED FY 14-15
61000	Salaries Regular	59,010	0	0	0
61020	Salaries Part-Time	13,419	0	0	0
61040	Salaries Overtime	0	0	0	0
61100	Retirement-Employer Contribution	18,327	0	0	0
61105	Employee PERS Contribution	0	0	0	0
61110	Part-time Retirement	0	0	0	0
61120	Medicare Insurance	1,243	0	0	0
61130	Health Insurance	7,458	0	0	0
61170	Retiree Health Benefits	1,140	0	0	0
61180	Worker Compensation Insurance	10,415	0	0	0
	SUBTOTAL PERSONNEL	111,012	0	0	0
62000	Utilities	130,857	0	0	0
62010	Communications	1,478	0	0	0
62120	Training, Transportation, Meeting	0	0	0	0
62140	Membership, Subscription & Dues	0	0	0	0
62300	Contract Svs-Professional	124,085	0	0	0
62310	Janitorial & Housekeeping	0	0	0	0
62320	Maintenance & Repair Buildings & Ground	0	0	0	0
62322	M & R Machinery & Equipment	0	0	0	0
	SUBTOTAL CONTRACTUAL	256,420	0	0	0
63000	Office Supplies				
63001	Misc. Office Expenses	154,578	0	0	0
63010	Furniture & Office Equipment	0	0	0	0
63100	Uniforms & Tools	30,033	0	0	0
63101	Mechanic Tool Allowances	0	0	0	0
63200	Operating Materials & Supplies B & G	0	0	0	0
63202	Operating Materials & Supplies Equipment	0	0	0	0
	SUBTOTAL COMMODITIES	184,611	0	0	0
65010	Building Rental	96,653	0	0	0
65010	Rental City Equipment	53,860	0	0	0
	SUBTOTAL FIXED CHARGES	150,513	0	0	0
	TOTAL	702,557	0	0	0
Class Code	AUTHORIZED PERSONNEL	ADOPTED FY 12-13		ADOPTED FY 13-14	
		Full Time	Part Time	Full Time	Part Time
03080	Fire Captain	0.00		0.00	
		<u>0.00</u>		<u>0.00</u>	

GENERAL FUND

FIRE DEPARTMENT		ACCOUNTING UNIT			
Fiscal & Budget		01115370			
Account Code	LINE ITEM RESOURCES	ACTUAL FY 11-12	ADOPTED FY 12-13	ADOPTED FY 13-14	ADOPTED FY 14-15
61000	Salaries Regular	101,846	0	0	0
61020	Salaries Part-Time	0	0	0	0
61040	Salaries Overtime	81	0	0	0
61100	Retirement-Employer Contribution	10,520	0	0	0
61120	Medicare Insurance	1,464	0	0	0
61130	Health Insurance	22,204	0	0	0
61170	Retiree Health Benefits	1,156	0	0	0
61180	Worker Compensation Insurance	1,062	0	0	0
	SUBTOTAL PERSONNEL	<u>138,333</u>	0	0	0
62000	Utilities				
62010	Communications	0	0	0	0
62120	Training, Transportation, Meeting	15	0	0	0
62140	Membership, Subscription & Dues	0	0	0	0
62300	Contract Svs-Professional	0	0	0	0
	SUBTOTAL CONTRACTUAL	15	0	0	0
63000	Office Supplies				
63001	Misc. Office Expenses	0	0	0	0
	SUBTOTAL COMMODITIES	0	0	0	0
	TOTAL	<u><u>138,348</u></u>	<u><u>0</u></u>	<u><u>0</u></u>	<u><u>0</u></u>
Class Code	AUTHORIZED PERSONNEL	ADOPTED FY 12-13		ADOPTED FY 13-14	
		Full Time	Part Time	Full Time	Part Time
07090	Lead Accounting Assistant	0.00		0.00	
07010	Accounting Assistant	0.00		0.00	
		<u><u>0.00</u></u>		<u><u>0.00</u></u>	

**GENERAL FUND
DEPARTMENT RESOURCE SUMMARY**

PLANNING & BUILDING AGENCY

ACTIVITIES		ACTUAL FY 11-12	ADOPTED FY 12-13	ADOPTED FY 13-14	ADOPTED FY 14-15
01116500 Administrative Services		1,520,170	1,800,980	1,736,324	1,732,092
01116510 Planning Division		1,657,740	1,846,990	1,662,877	1,679,288
01116520 New Construction		1,617,730	1,503,110	1,480,386	1,512,608
01116530 Permits & Plan Check		1,399,301	1,138,210	1,107,164	1,174,180
01116540 Community Preservation		414,819	900,785	844,260	856,280
01116550 Proactive Rental Enforcement Program		558,857	508,315	435,493	474,973
TOTAL		<u>7,168,618</u>	<u>7,698,390</u>	<u>7,266,504</u>	<u>7,429,421</u>
OPERATING EXPENSE		ACTUAL FY 11-12	ADOPTED FY 12-13	ADOPTED FY 13-14	ADOPTED FY 14-15
61000	Personnel	5,495,512	5,511,780	5,267,219	5,444,601
62000	Contractual	478,666	1,150,910	1,021,944	1,010,479
63000	Commodities	107,094	245,345	213,962	210,962
65000	Fixed Charges	672,076	790,355	763,379	763,379
66000	Capital	0	0	0	0
67000	Debt Service	415,270	0	0	0
TOTAL		<u>7,168,618</u>	<u>7,698,390</u>	<u>7,266,504</u>	<u>7,429,421</u>
Class Code	AUTHORIZED PERSONNEL	ADOPTED FY 12-13		ADOPTED FY 13-14/14-15	
		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	0.85		0.75	
2745	Community Preservation Coordinator	1.00		0.00	
2750	Community Preservation Manager	0.00		1.00	
2440	Assistant Planner II	2.00		1.00	
0150	Senior Management Analyst	1.00		1.00	
1130	Accounting Assistant	1.00		0.00	1.00
1410	Assistant Plan Check Engineer II	1.00		1.00	
2280	Associate Plan Check Engineer	2.00		1.00	
0050	Planning Assistant	1.00		0.00	
2450	Associate Planner	6.35		2.55	
2300	Building Inspector	1.00		1.00	
6430	Combination Building Inspector	3.00		3.00	
2740	Community Preservation Inspector	15.00		7.00	
2780	Community Preservation Technician	2.00		2.00	
2310	Electrical Inspector	1.00		0.00	
7390	Executive Secretary	1.00		1.00	
2590	Permit Supervisor	1.00		1.00	
2580	Permit Technician	2.00	0.00	2.00	1.00
7320	Planning Commission Secretary	1.00		1.00	
SUBTOTAL		<u>45.20</u>	<u>0.00</u>	<u>28.30</u>	<u>2.00</u>

**GENERAL FUND
DEPARTMENT RESOURCE SUMMARY**

PLANNING & BUILDING AGENCY

Class Code	AUTHORIZED PERSONNEL	ADOPTED FY 12-13		ADOPTED FY 13-14/14-15	
		Full Time	Part Time	Full Time	Part Time
2320	Plumbing Inspector	2.00		1.00	
0810	Principal Planner	1.85		1.75	
7270	Secretary	2.00		1.00	
7280	Senior Accounting Assistant	1.00		1.00	
7200	Permit Processor	2.00		1.00	
9135	Planning Technician	0.00		0.00	2.00
0070	Sr. Community Preservation Inspector	4.00		3.00	
6431	Sr. Combination Building Inspector	1.00		1.00	
2340	Senior Electrical Inspector	1.00		0.00	
7330	Senior Office Assistant	4.95		2.95	
0330	Senior Plan Check Engineer	1.00		1.00	
2470	Senior Planner	2.00		1.00	
2180	Sr. Electrical Systems Specialist	1.00		1.00	
2430	Sr. Plumbing/Mechanical Systems Spec.	1.00		0.00	
9910	Structural Plans Examiner I		0.00		1.00
9042	Accountant Clerk II		1.00		0.00
8000	Administrative Intern		2.00		1.00
6430	Combination Building Inspector		0.00		2.00
9780	Customer Service Clerk		1.00		2.00
8600	Student Intern		1.00		0.00
9070	Senior Clerical Aide		1.00		0.00
	TOTAL	<u>70.00</u>	<u>6.00</u>	<u>44.00</u>	<u>10.00</u>
	SECTION 5: SPECIAL REVENUE				
31-505	Air Quality Improvement Trust Fund	1.00	0.00	1.00	0.00
		<u>1.00</u>	<u>0.00</u>	<u>1.00</u>	<u>0.00</u>
	TOTAL	<u>71.00</u>	<u>6.00</u>	<u>45.00</u>	<u>10.00</u>
	<i>Notes:</i>				
	<i>Remaining 1.00 positions are shown in Special Revenue Fund 31-6510.</i>				
	<i>\$870,000 of AU 6540 funded by CDBG Fund 13518783 in FY 13-14</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 11-12	ADOPTED FY 12-13	ADOPTED FY 13-14	ADOPTED FY 14-15
61000	Salaries & Wages-Regular	434,285	422,555	399,053	399,053
61010	Retirement Payouts	0	0	0	0
61020	Salaries & Wages-Temporary	3,432	8,600	35,831	35,832
61040	Salaries & Wages-Overtime	0	0	0	0
61100	Retirement Plan	45,883	44,800	59,156	64,388
61110	Part-Time Retirement	129	325	1,344	1,344
61120	Medicare Insurance	5,625	5,350	5,288	5,288
61130	Employees Insurance	54,709	65,045	51,532	51,532
61170	Retiree Medical Insurance	5,774	6,130	5,944	5,944
61180	Compensation Insurance	8,094	7,860	7,829	7,829
62302	Other Personnel Services	0	0	0	0
	SUBTOTAL PERSONNEL	<u>557,931</u>	<u>560,665</u>	<u>565,977</u>	<u>571,210</u>
62010	Communications	2,879	10,045	10,045	10,045
62120	Training & Transportation	975	26,850	11,000	11,000
62140	Other Agency Services	1,340	1,830	1,830	1,830
62320	M&R Buildings & Grounds	4,280	5,340	5,340	5,340
62322	M&R Machinery & Equipment	627	28,000	13,000	13,000
62300	Other Contractual Services	5,735	101,265	61,265	51,800
62501	Lease Payments	1,124	414,185	415,067	415,067
62600	Parking Validation	1,757	0	0	0
62700	Auto Expense	6,000	6,000	6,000	6,000
	SUBTOTAL CONTRACTUAL	<u>24,717</u>	<u>593,515</u>	<u>523,547</u>	<u>514,082</u>
63000	Office Supplies	0	0	0	0
63001	Non-Consumable Items	0	0	0	0
63001	Operating Materials & Supplies	3,884	9,110	9,110	9,110
63300	Gas & Diesel	0	0	0	0
	SUBTOTAL COMMODITIES	<u>3,884</u>	<u>9,110</u>	<u>9,110</u>	<u>9,110</u>
65010	Rental, City Equipment	0	0	0	0
65100	Insurance (Risk Management)	165,072	203,070	203,070	203,070
65000	Building & Site Rental	353,296	434,620	434,620	434,620
	SUBTOTAL FIXED CHARGES	<u>518,368</u>	<u>637,690</u>	<u>637,690</u>	<u>637,690</u>
66400	Machinery & Equipment	0	0	0	0
66600	Books, Records & Video	0	0	0	0
63001	Computer Software	0	0	0	0
	SUBTOTAL CAPITAL	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>
67200	Capitalized Lease Obligation	192,611	0	0	0
67210	Interest-Capital Lease	222,659	0	0	0
	SUBTOTAL DEBT SERVICE	<u>415,270</u>	<u>0</u>	<u>0</u>	<u>0</u>
	TOTAL	<u><u>1,520,170</u></u>	<u><u>1,800,980</u></u>	<u><u>1,736,324</u></u>	<u><u>1,732,092</u></u>
Class Code	AUTHORIZED PERSONNEL	ADOPTED FY 12-13		ADOPTED FY 13-14/14-15	
		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	
7280	Senior Accounting Assistant	1.00		1.00	
7010	Accounting Assistant	1.00		0.00	1.00
0150	Senior Management Analyst	1.00		1.00	
8600	Student Intern		1.00		0.00
8000	Administrative Intern		0.00		1.00
	TOTAL	<u><u>5.00</u></u>	<u><u>1.00</u></u>	<u><u>4.00</u></u>	<u><u>2.00</u></u>

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"> - Providing meaningful ways for the community to engage in the planning process. - Planning for the City's long-term success by maintaining and updating the City's General Plan and undertaking long-range planning projects. - Providing comprehensive project management for private development project applications, as well as projects initiated by the City. - Assisting customers at the Planning Counter, Planning Information Line and Planning Division website by providing general information, processing applications and issuing minor permits. - Protecting the environment through the administration of the California Environmental Quality Act and other environmental legislation and programs. 					
Accomplishments in FY 2012-2013					
<ul style="list-style-type: none"> * Coordinated the approvals for the following notable projects: Discovery Science Center expansion, Orangewood Academy, The Marke luxury apartments, Vista del Rio housing for the developmentally disabled, and high-quality affordable housing at the Washington Courtyards and Station District projects. * Implemented the new community outreach provisions of the "Sunshine Ordinance." * Completed draft recommendations for the Harbor Boulevard Corridor Study, the General Plan Circulation Element Update and the SB2 Emergency Shelter Ordinance. 					
Action Plan for FY 2013-2014 and FY 2014-2015					
<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. * 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 10-11	FY 11-12	FY 12-13	FY 13-14/14-15
Service Levels					
No. of Planning Applications Reviewed		2,854	3,158	2,895	2,997
No. of Environmental Reviews		88	62	41	50
No. of Site Plan Reviews		45	49	43	36
No. of Historic Applications		20	15	9	11
No. of Certificate of Occupancy's Reviewed		1,101	988	996	1,004
No. of Customers Assisted at the Planning Counter		17,135	14,430	15,006	14,987
Efficiency					
Avg. No. of review days for DRC applications		34.6	38.0	37.3	35
% of DRC applications reviewed within 35-days		83%	67%	74%	100%
% of phone calls returned within 24-hours		92%	83%	100%	100%

GENERAL FUND

PLANNING & BUILDING AGENCY		ACCOUNTING UNIT			
Planning Division		01116510			
Account Code	LINE ITEM RESOURCES	ACTUAL FY 11-12	ADOPTED FY 12-13	ADOPTED FY 13-14	ADOPTED FY 14-15
61000	Salaries & Wages-Regular	1,203,779	1,096,250	965,116	960,291
61020	Salaries & Wages-Temporary	14,617	23,480	49,536	49,536
61040	Salaries & Wages-Overtime	317	0	0	0
61100	Retirement Plan	118,997	106,150	143,069	164,661
61110	Part-Time Retirement	302	880	1,858	1,858
61120	Medicare Insurance	15,918	14,595	13,169	13,132
61130	Employees Insurance	147,218	174,460	157,045	157,045
61170	Retiree Medical Insurance	14,976	7,060	12,484	12,374
61180	Compensation Insurance	20,116	19,130	17,806	17,597
62302	Other Personnel Services	5,650	20,800	0	0
	SUBTOTAL PERSONNEL	1,541,889	1,462,805	1,360,083	1,376,494
62010	Communications	19,149	28,795	23,795	23,795
62120	Training & Transportation	3,883	24,910	24,910	24,910
62200	Advertising	6,491	43,085	18,085	18,085
62140	Membership, Subscription & Dues	3,899	7,405	7,405	7,405
62322	M&R Machinery & Equipment	739	1,050	1,050	1,050
62300	Other Contractual Services	29,189	140,710	140,712	140,712
62600	Parking Validation	641	1,830	1,830	1,830
62700	Auto Expense	3,150	2,400	2,400	2,400
	SUBTOTAL CONTRACTUAL	67,140	250,185	220,187	220,187
63001	Operating Materials & Supplies	35,546	126,525	76,525	76,525
63300	Gas & Diesel	0	0	55	55
	SUBTOTAL COMMODITIES	35,546	126,525	76,580	76,580
65010	Equipment Rental, City	13,164	7,475	6,027	6,027
	SUBTOTAL FIXED CHARGES	13,164	7,475	6,027	6,027
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	1,657,740	1,846,990	1,662,877	1,679,288

Class Code	AUTHORIZED PERSONNEL	ADOPTED FY 12-13		ADOPTED FY 13-14/14-15	
		Full Time	Part Time	Full Time	Part Time
2500	Planning Manager *	0.85		0.75	
0810	Principal Planner*	1.85		1.75	
2470	Senior Planner*	2.00		1.00	
2450	Associate Planner * **	6.35		2.55	
2440	Assistant Planner II	2.00		1.00	
0050	Planning Assistant	1.00		0.00	
7320	Planning Commission Secretary	1.00		1.00	
7330	Senior Office Assistant *	0.95		0.95	
8000	Administrative Intern		2.00		0.00
9135	Planning Technician	0.00			2.00
	TOTAL	16.00	2.00	9.00	2.00

* Remainder charged to Air Quality Fund 31-6510.
 ** 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 2012-2013					
<ul style="list-style-type: none"> * Conducted over 19,600 New Construction and Occupancy inspections * Implemented Online Inspection Scheduling via the Agency's webpage. * Implemented successful outreach to field customers resulting in approximately 25% of inspection request originating online versus via phone. * Continue service of CDA major projects to completion: Memory Lane, Station District, Washington, Lacey, Habitat for Humanity * Provided inspection services for several major projects including: Crevier BMW, HD Supply, Builders Surplus, Mater Dei Aquatic Center, Gold's Gym and the Marke. 					
Action Plan for FY 2013-2014 and FY 2014-2015					
<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 Assignment/Coordination with smart phone application to optimize inspection assignments and reduce vehicle costs. * Create and implement training syllabus for new 2013 California building codes effective January 1, 2014. * Maintain and refine New Construction Policies and Procedures Manual and provide access online. 					
PERFORMANCE MEASURES		Actual	Actual	Estimated	Objective
		FY 10-11	FY 11-12	FY 12-13	FY 13-14/14-15
Service Levels					
Total Inspections		22,579	21,974	20,498	26,550
Certificate of Occupancy Inspections		1,834	1,484	1,365	1,411
Training (employee hours)		850	730	650	750

GENERAL FUND

PLANNING & BUILDING AGENCY		ACCOUNTING UNIT			
New Construction		01116520			
Account Code	LINE ITEM RESOURCES	ACTUAL FY 11-12	ADOPTED FY 12-13	ADOPTED FY 13-14	ADOPTED FY 14-15
61000	Salaries & Wages-Regular	1,072,154	946,230	948,453	951,314
61020	Salaries & Wages-Temporary	52,793	39,465	66,407	31,622
61040	Salaries & Wages-Overtime	38,097	48,045	20,000	20,000
61100	Retirement Plan	102,660	85,340	101,987	170,441
61110	Part-Time Retirement	1,660	1,480	2,490	1,186
61120	Medicare Insurance	16,869	14,295	14,715	14,253
61130	Employees Insurance	149,453	156,175	133,652	133,652
61170	Retiree Health Benefits	11,614	7,770	10,806	10,805
61180	Compensation Insurance	56,770	58,310	69,181	69,640
62302	Other Personnel Services	0	32,790	0	0
	SUBTOTAL PERSONNEL	1,502,070	1,389,900	1,367,691	1,402,913
62010	Communications	15,741	22,540	22,540	22,540
62120	Training & Transportation	2,638	7,370	7,370	7,370
62140	Membership, Subscription & Dues	866	550	550	550
62322	M&R Machinery & Equipment	178	835	835	835
62300	Other Contractual Services	16,134	22,760	22,760	22,760
	SUBTOTAL CONTRACTUAL	35,558	54,055	54,055	54,055
63200	Operating Buildings & Grounds	0	0	0	0
63001	Operating Materials & Supplies	13,875	24,045	23,045	20,045
63300	Gas & Diesel	0	0	8,919	8,919
	SUBTOTAL COMMODITIES	13,875	24,045	31,964	28,964
65010	Equipment Rental, City	66,228	35,110	26,676	26,676
	SUBTOTAL FIXED CHARGES	66,228	35,110	26,676	26,676
66400	Machinery & Equipment	0	0	0	0
66600	Books, Records & Films	0	0	0	0
63001	Computer Software	0	0	0	0
	SUBTOTAL CAPITAL	0	0	0	0
	TOTAL	1,617,730	1,503,110	1,480,386	1,512,608

Class Code	AUTHORIZED PERSONNEL	ADOPTED FY 12-13		ADOPTED FY 13-14/14-15	
		Full Time	Part Time	Full Time	Part Time
0940	Building Safety Manager	1.00		1.00	
2300	Building Inspector	1.00		1.00	
6430	Combination Building Inspector	3.00		3.00	
2320	Plumbing Inspector	2.00		1.00	
2340	Senior Electrical Inspector	1.00		0.00	
6431	Senior Combination Building Inspector	1.00		1.00	
2310	Electrical Inspector	1.00		0.00	
2180	Senior Electrical Systems Specialist	1.00		1.00	
2430	Sr. Plumbing/Mech. Sys. Specialist	1.00		0.00	
7270	Secretary	1.00		1.00	
7330	Senior Office Assistant	0.00		0.00	
9042	Accountant Clerk II		1.00		0.00
9800	Combination Building Inspector		0.00		2.00
	TOTAL	13.00	1.00	9.00	2.00

GENERAL FUND

PLANNING & BUILDING AGENCY		PROGRAM		
Permits & Plan Check		01116530		
Statement of Purpose				
<p><i>To prudently enforce construction and occupancy laws and promote an attractive environment for development by providing efficient delivery of plan check and permit services.</i></p> <p>The Permit and Plan Check Section reviews plans for compliance with the California Building Standards Code for all new construction, tenant improvements, conversions and repairs to buildings and other structures. This section is responsible for the enforcement of regulations for disabled access, energy conservation, flood plain management, fire and life safety, structural systems, electrical, plumbing, and mechanical ventilation systems. The section assists the public in obtaining</p>				
Accomplishments in FY 2012-2013				
<ul style="list-style-type: none"> * The Permits and Plan Check Section processed approximately 6,300 permits, reviewed more than 3,065 projects and assisted more than 50,000 customers in-person and on the phone. * Revamped the Building Safety Divisions web page for easier customer interface/navigation to current information and services. * Implemented a new Safe and Sane Fireworks sales stand program for July 2013. * Successful integration of OCFA into the plan review process. * Annual miscellaneous fee implementation into SAPIN. * Reviewed plans and issued permits for several major projects including: The Marke, Discovery Science Center and The 				
Action Plan for FY 2013-2014 and FY 2014-2015				
<ul style="list-style-type: none"> * Prepare and present code adoption of 2013 California building by the January 1, 2014 implementation date. * Continue work flow and processes refinements to optimize efficiency and enhance customer service given reduced staffing. * Continue to provide adequate staffing of plan check engineers and strive to achieve timely plan check turn-around times. * Assess viability and plan implementation of Combination Permits. * Assess viability and plan implementation of simple Online Permits. * Assess viability, research, and strategize implementation of E-Plan Review for the Agency and as an enterprise solution. 				
PERFORMANCE MEASURES	Actual	Actual	Estimated	Objective
	FY 10-11	FY 11-12	FY 12-13	FY 13-14/14-15
Service Levels				
# of building plans checked	966	1,421	1,693	1,659
# of building permits issued	2,353	2,343	2,508	2,458
# of electrical plans checked	452	795	875	858
# of electrical permits issued	1,869	1,763	1,980	1,940
# of plumbing plans checked	133	489	609	597
# of plumbing permits issued	1,017	1,145	1,427	1,398
# of mechanical-solar plans checked	151	465	611	599
# of mechanical-solar permits issued	917	1,120	1,426	1,397
# of occupancy permits issued	1,092	932	891	873
# of grading permits issued	13	31	17	17
EFFICIENCY				
# of plans checked within 72 hours	738	331	300	294
% of plans checked within 72 hours	27%	10%	8%	12%
EFFECTIVENESS				
% of total building plans completed within 3 weeks	80.0%	84.6%	83.1%	90.0%

GENERAL FUND

PLANNING & BUILDING AGENCY		ACCOUNTING UNIT			
Permits & Plan Check		01116530			
Account Code	LINE ITEM RESOURCES	ACTUAL FY 11-12	ADOPTED FY 12-13	ADOPTED FY 13-14	ADOPTED FY 14-15
61000	Salaries & Wages-Regular	772,390	766,160	667,620	699,691
61020	Salaries & Wages-Temporary	51,812	20,180	88,551	88,550
61040	Salaries & Wages-Overtime	72,894	0	0	0
61100	Retirement Plan	85,241	63,965	98,968	131,259
61110	Part-Time Retirement	100	755	3,321	3,321
61120	Medicare Insurance	12,712	11,400	10,964	11,517
61130	Employees Insurance	75,578	91,285	70,983	74,308
61170	Retiree Medical Insurance	8,371	7,660	6,677	7,057
61180	Compensation Insurance	11,967	8,180	7,863	8,260
62302	Other Personnel Services	0	0	0	0
	SUBTOTAL PERSONNEL	<u>1,091,064</u>	<u>969,585</u>	<u>954,947</u>	<u>1,023,963</u>
62010	Communications	12,073	17,420	17,420	17,420
62120	Training & Transportation	1,900	8,225	8,225	6,225
62140	Membership, Subscription & Dues	1,414	3,775	3,775	3,775
62322	M&R Machinery & Equipment	955	3,480	3,480	3,480
62300	Other Contractual Services	274,045	89,435	79,435	79,435
	SUBTOTAL CONTRACTUAL	<u>290,386</u>	<u>122,335</u>	<u>112,335</u>	<u>110,335</u>
63000	Office Supplies		0	0	0
63001	Non-Consumable Items		0	0	0
63001	Operating Materials & Supplies	17,852	36,200	30,200	30,200
63300	Gas & Diesel	0	0	1,822	1,822
	SUBTOTAL COMMODITIES	<u>17,852</u>	<u>36,200</u>	<u>32,022</u>	<u>32,022</u>
65010	Equipment Rental, City	0	10,090	7,860	7,860
	SUBTOTAL FIXED CHARGES	<u>0</u>	<u>10,090</u>	<u>7,860</u>	<u>7,860</u>
66600	Books, Records & Films	0	0	0	0
66400	Machinery & Equipment	0	0	0	0
66510	Computer Software	0	0	0	0
	SUBTOTAL CAPITAL	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>
	TOTAL	<u><u>1,399,301</u></u>	<u><u>1,138,210</u></u>	<u><u>1,107,164</u></u>	<u><u>1,174,180</u></u>

Class Code	AUTHORIZED PERSONNEL	ADOPTED FY 12-13		ADOPTED FY 13-14/14-15	
		Full Time	Part Time	Full Time	Part Time
0330	Senior Plan Check Engineer	1.00		1.00	
2280	Associate Plan Check Engineer	2.00		1.00	
1410	Assistant Plan Check Engineer II	1.00		1.00	
2590	Permit Supervisor	1.00		1.00	
2580	Permit Technician	2.00		2.00	1.00
7200	Permit Processor	2.00		1.00	
7330	Senior Office Assistant	2.00		0.00	
9910	Structural Plans Examiner		0.00		1.00
9780	Customer Service Clerk		2.00		1.00
	TOTAL	<u>11.00</u>	<u>2.00</u>	<u>7.00</u>	<u>3.00</u>

GENERAL FUND

PLANNING & BUILDING AGENCY
Community Preservation

PROGRAM
01116540

Statement of Purpose

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

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

Accomplishments in FY 2012-2013

- * Expanded communication efforts with the community by adding Community Preservation E-mail address.
- * Updated Community Preservation webpage to increase functionality and communication with the public.
- * In conjunction with the IRS and the Federal Drug Enforcement Agency, proactively enforced illegal medical marijuana dispensaries citywide.
- * Inspected 5,398 violations and issued 1,866 Citations and 348 Notices of Violation.

Action Plan for FY 2013-2014 and FY 2014-2015

- * Focus on reaching a 72-hour response time for complaints.
- * Maintain a collaborative effort with the Public Works Agency and the Police Department to address graffiti abatement and Medical Marijuana dispensaries.
- * Sustain current enforcement efforts to eliminate abandoned shopping carts from the City's neighborhoods and ensure full compliance with the City's shopping cart ordinance.
- * Continue to perform targeted enforcement sweeps to address illegal signage and vendors from the commercial corridors as well as addressing neighborhood visual blight.
- * Conduct systematic inspections of foreclosed properties.
- * Focus enforcement efforts on areas of the city which receive the highest number of calls for service.
- * Increase communication with neighborhoods and residents through online services from the Agency's website.

PERFORMANCE MEASURES	Actual	Actual	Estimated	Objective
	FY 10-11	FY 11-12	FY 12-13	FY 13-14/14-15
Service Levels				
Number of Notices of Violations issued	410	395	379	398
Number of citations issued	4,944	2,955	2,017	2,230
Number of complaints recorded (citizen)	6,875	6,606	4,827	5,645
Number of observed complaints (inspectors)	4,913	2,575	945	1,320
Number of violations recorded	11,788	9,181	5,772	6,965
Number of inspections conducted	20,040	15,608	9,812	11,841

GENERAL FUND

PLANNING & BUILDING AGENCY		ACCOUNTING UNIT			
Community Preservation		01116540			
Account Code	LINE ITEM RESOURCES	ACTUAL FY 11-12	ADOPTED FY 12-13	ADOPTED FY 13-14	ADOPTED FY 14-15
61000	Salaries & Wages-Regular	234,533	555,110	474,552	473,715
61020	Salaries & Wages-Temporary	0	0	0	0
61040	Salaries & Wages-Overtime	0	5,000	5,000	5,000
61100	Retirement Plan	22,333	48,350	70,348	83,256
61120	Medicare Insurance	2,827	7,615	6,881	6,869
61130	Employees Insurance	43,827	68,995	87,656	87,656
61170	Retiree Medical Insurance	2,303	4,055	5,716	5,701
61180	Compensation Insurance	5,127	9,350	9,219	9,195
62302	Other Personnel Services	0	0	0	0
	SUBTOTAL PERSONNEL	310,951	698,475	659,372	671,392
62010	Communications	12,606	36,045	26,045	26,045
62120	Training & Transportation	4,125	11,750	11,750	11,750
62200	Advertising	0	0	0	0
62140	Membership, Subscription & Dues	729	14,350	10,350	10,350
62322	M&R Machinery & Equipment	717	395	395	395
62300	Other Contractual Services	31,658	28,285	28,285	28,285
62302	Other Personnel Services	9,800	30,000	25,000	25,000
	SUBTOTAL CONTRACTUAL	59,636	120,825	101,825	101,825
63000	Office Supplies	0	0	0	0
63200	Operating M & S Bldgs. & Grounds	0	0	0	0
63001	Operating Materials & Supplies	28,590	35,200	30,200	30,200
63300	Gas & Diesel	0	0	15,915	15,915
	SUBTOTAL COMMODITIES	28,590	35,200	46,115	46,115
65010	Equipment Rental, City	15,643	46,285	36,948	36,948
65400	Indirect Cost	0	0	0	0
	SUBTOTAL FIXED CHARGES	15,643	46,285	36,948	36,948
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	414,819	900,785	844,260	856,280

Class Code	AUTHORIZED PERSONNEL	ADOPTED FY 12-13		ADOPTED FY 13-14/14-15	
		Full Time	Part Time	Full Time	Part Time
2745	Community Preservation Coordinator	1.00		0.00	
2750	Community Preservation Manager	0.00		1.00	
0070	Senior Community Pres. Inspector	3.00		2.00	
2740	Community Preservation Inspector	11.00		4.00	
2780	Community Preservation Technician	2.00		2.00	
9780	Customer Service Clerk		0.00		1.00
7270	Secretary	1.00		0.00	
7330	Senior Office Assistant	1.75		1.00	
	TOTAL	19.75	0.00	10.00	1.00

\$870,000 in salary and benefits funded by CDBG Fund 135 in FY 13-14.

GENERAL FUND

PLANNING & BUILDING AGENCY		PROGRAM		
Proactive Rental Enforcement Program		01116550		
Statement of Purpose				
<p><i>To reduce unhealthy conditions and life safety hazards for occupants of residential rental properties in highly impacted areas of Santa Ana by identifying and correcting code violations through a systematic inspection program.</i></p> <p>The Proactive Rental Enforcement Program (PREP) is responsible for the inspection of all residential rental units in designated areas of Santa Ana with the goal of long-term upgrading of rental properties and thus decreasing the demand for City services and restoring stability to the neighborhoods.</p>				
Accomplishments in FY 2012-2013				
<ul style="list-style-type: none"> * The Proactive Rental Enforcement Program completed inspection in the south coast and west end areas of the City. PREP also responded to all complaints received referencing rental properties throughout the city. * Information on Proactive Rental Enforcement was forwarded to several other cities, as well as to the statewide code enforcement association regarding the implementation of program similar to PREP. * PREP continued to forward lists of previously unknown rental properties to the Finance and Management Services Agency for collection of Business License and Rental Inspection Fees. * Redesigned the PREP page on the City's website. 				
Action Plan for FY 2013-2014 and FY 2014-2015				
<ul style="list-style-type: none"> * Strive to achieve a 72-hour response time to all complaints. * Continue to conduct inspections of properties qualifying for the Gold Seal Incentive Program to ensure maintenance at an exemplary level. * Prioritize complaints received regarding rental properties to address the most egregious complaints first. * Continue to conduct inspections of all known rental properties in the south coast and west end areas of the City. 				
PERFORMANCE MEASURES	Actual	Actual	Estimated	Objective
	FY 10-11	FY 11-12	FY 12-13	FY 13-14/14-15
Service Levels				
Inspection areas	2	2	2	2
Total inspections	8,000	5,814	2,745	3,875
Reinspections	3,500	2,775	985	1,268
Gold Seal Inspections	150	613	150	150

GENERAL FUND

PLANNING & BUILDING AGENCY		ACCOUNTING UNIT			
Proactive Rental Enforcement Program		01116550			
Account Code	LINE ITEM RESOURCES	ACTUAL FY 11-12	ADOPTED FY 12-13	ADOPTED FY 13-14	ADOPTED FY 14-15
61000	Salaries & Wages-Regular	388,848	313,705	256,195	276,747
61040	Salaries & Wages-Overtime	4,085	1,000	1,000	1,000
61100	Retirement Plan	32,148	26,190	37,978	51,475
61120	Medicare Insurance	933	1,790	745	1,043
61130	Employees Insurance	56,027	79,550	55,945	60,660
61170	Retiree Medical Insurance	3,512	3,135	2,562	2,767
61180	Compensation Insurance	6,054	4,980	4,724	4,937
62302	Other Personnel Services	0	0	0	0
	SUBTOTAL PERSONNEL	<u>491,607</u>	<u>430,350</u>	<u>359,149</u>	<u>398,629</u>
62010	Communications	930	4,075	4,075	4,075
62120	Training & Transportation	300	1,065	1,065	1,065
62140	Membership, Subscription & Dues	0	405	405	405
62322	M&R Machinery & Equipment	0	110	110	110
62300	Other Contractual Services	0	4,340	4,340	4,340
	SUBTOTAL CONTRACTUAL	<u>1,230</u>	<u>9,995</u>	<u>9,995</u>	<u>9,995</u>
63000	Office Supplies	0	0	0	0
63001	Non-Consumable Items	0	0	0	0
63001	Operating Materials & Supplies	7,347	14,265	14,265	14,265
63300	Gas & Diesel	0	0	3,906	3,906
	SUBTOTAL COMMODITIES	<u>7,347</u>	<u>14,265</u>	<u>18,171</u>	<u>18,171</u>
65010	Equipment Rental, City	25,308	20,340	14,813	14,813
65220	Treasury Service Charge	33,365	33,365	33,365	33,365
	SUBTOTAL FIXED CHARGES	<u>58,673</u>	<u>53,705</u>	<u>48,178</u>	<u>48,178</u>
	TOTAL	<u><u>558,857</u></u>	<u><u>508,315</u></u>	<u><u>435,493</u></u>	<u><u>474,973</u></u>
Class Code	AUTHORIZED PERSONNEL	ADOPTED FY 12-13		ADOPTED FY 13-14/14-15	
		Full Time	Part Time	Full Time	Part Time
0070	Senior Community Pres. Inspector	1.00		1.00	
2360	Community Preservation Inspector	4.00		3.00	
2740	Community Preservation Technician	0.00		0.00	
7330	Senior Office Assistant	0.25		0.00	
	TOTAL	<u>5.25</u>	<u>0.00</u>	<u>4.00</u>	<u>0.00</u>

**GENERAL FUND
DEPARTMENT RESOURCE SUMMARY**

PUBLIC WORKS AGENCY

ACTIVITIES	ACTUAL FY 11-12	PROJECTED FY 12-13	ADOPTED FY 13-14	ADOPTED FY 14-15
01117610 Trans Planning & Project Management	1,739,930	1,717,200	0	0
01117620 Traffic & Transportation Engineering	0	0	2,027,265	2,044,820
01117625 Roadway Markings & Signs	630,070	577,420	555,275	560,050
01117630 Street Lighting	2,797,745	2,822,580	2,588,390	2,610,650
TOTAL	----- 5,167,745 =====	----- 5,117,200 =====	----- 5,170,930 =====	----- 5,215,520 =====
<i>Prior to FY 13/14, Traffic & Transp. Engineering was budgeted in Fund 086.</i>				

OPERATING EXPENSE	ACTUAL FY 11-12	PROJECTED FY 12-13	ADOPTED FY 13-14	ADOPTED FY 14-15
61000 Personnel	820	107,480	1,482,020	1,494,765
62000 Contractual	4,422,200	4,567,395	2,968,790	2,994,325
63000 Commodities	236,235	208,400	201,645	203,490
65000 Cross Charges	285,765	142,325	518,475	522,940
66000 Capital	222,725	91,600	0	0
TOTAL	----- 5,167,745 =====	----- 5,117,200 =====	----- 5,170,930 =====	----- 5,215,520 =====

Class Code	AUTHORIZED PERSONNEL	ADOPTED FY 12-13		ADOPTED FY 13-14	
		Full Time	Part Time	Full Time	Part Time
2100	Assistant Engineer II			3.05	
2155	Assistant Traffic Operations Engineer			0.75	
0320	City Engineer			0.20	
2129	Principal Civil Engineer			0.30	
6140	Projects Manager	0.30		0.15	
2131	Senior Civil Engineer			2.35	
7330	Senior Office Assistant			1.55	
4280	Street Lighting Maintenance Worker	1.00		0.00	
9130	Engineering Intern, P/T				3.15
9505	Permit Parking Aide, P/T				1.90
9240	Senior Maintenance Aide I, P/T				1.00
	TOTAL GENERAL FUND	----- 1.30 =====	----- 0.00 =====	----- 8.35 =====	----- 6.05 =====
	OTHER DEPARTMENT FUNDING				
02917620	Traffic & Transportation	0.00	0.00	2.90	0.95
05617640	Sewer Services	14.70	3.25	14.70	3.25
05717640	Federal Clean Water Enterprise	5.20	1.00	5.10	1.00
06017640	Water Production & Supply	8.00	4.00	10.00	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	5.00	4.00	6.50	4.00
06817640	Environmental Sanitation	10.50	5.50	15.00	3.50
06817641	Roadway Cleaning	7.00	0.00	2.00	0.00
06817642	Graffiti Abatement	1.50	2.00	1.50	2.00
06817643	Street Trees	14.00	3.00	11.00	6.00
06917640	Refuse Collection	3.00	0.25	3.00	0.25

**GENERAL FUND
DEPARTMENT RESOURCE SUMMARY**

PUBLIC WORKS AGENCY

Class Code	AUTHORIZED PERSONNEL	ADOPTED FY 12-13		ADOPTED FY 13-14	
		Full Time	Part Time	Full Time	Part Time
08617611	Construction Engineering	8.15	7.00	8.40	6.00
08617612	Design Engineering	13.95	7.00	11.45	7.00
08617620	Traffic & Transportation	11.30	12.00	0.00	0.00
10117601	Administrative Services	21.00	5.00	16.00	3.00
10117605	Development Engineering	5.10	3.00	5.80	4.00
	TOTAL OTHER FUNDING	----- 149.70 =====	----- 63.00 =====	----- 134.65 =====	----- 50.95 =====
	TOTAL ALL FUNDING SOURCES	151.00	63.00	143.00	57.00

GENERAL FUND

PUBLIC WORKS AGENCY	ACCOUNTING UNIT
Transportation Planning & Project Management	01117610

Account Code	LINE ITEM RESOURCES	ACTUAL FY 11-12	ADOPTED FY 12-13	ADOPTED FY 13-14	ADOPTED FY 14-15
<u>EXPENDITURES</u>					
62251	Other Agency Services	1,739,930	1,717,200	0	0
	SUBTOTAL CONTRACTUAL	1,739,930	1,717,200	0	0
	TOTAL EXPENDITURES	<u>1,739,930</u>	<u>1,717,200</u>	<u>0</u>	<u>0</u>

PURPOSE: In February 1996, the City of Santa Ana and other jurisdictions, including the Orange County Transportation Authority (OCTA), entered into a joint agreement supporting legislation to finance an acceptable plan of adjustment in the County of Orange bankruptcy case. Subsequently, state legislation was adopted which provided 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 had to 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 exchanged a portion of their local general fund revenues with OCTA for gas tax revenues. The gas tax exchange agreement began in July 1997 and terminates in July 2013.

GENERAL FUND

PUBLIC WORKS ENGINEERING SERVICES			PROGRAM	
Traffic and Transportation			01117620	
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 2012-2013				
<ul style="list-style-type: none"> * Completed timing portion of traffic signal synchronization projects on Tustin, Euclid, and Warner Avenues, and Fairview Street. * Received Measure M2 funding for signal synchronization projects on Main Street and Grand Avenue. * Continued working with Planning to complete Circulation Element Update. * Completed construction for traffic signals at 17th & King Street, and Pacific Avenue & Civic Center Drive. * Completed design for traffic signals at Fairview & Edna Streets, McFadden Avenue & Euclid Street, and McFadden Avenue & Lyon Street. * Applied for grant funding to conduct community-involved Complete Streets planning along five arterial/collector roadway segments. * Installed Class 2 Bike Lanes on Bristol Street from McFadden Avenue to First Street. * Received grant funding for Bike Lane projects on Chestnut Avenue, First Street, Euclid Street, and Maple Street Bike trail. * Conducted presentations and administered surveys to students at 12 elementary schools as first phase of three-year Safe Routes to School education program. * Implemented residential permit parking through a petition process covering 15 blocks. * Prepared Annual Priority List of New and Modified Traffic Signals. 				
Action Plan for FY 2013-2014 & FY 2014-2015				
<ul style="list-style-type: none"> * Continue working with elementary students, school staff, and district officials during second of three-year Safe Routes to School education program. * Complete signal synchronization projects on Tustin Avenue, Euclid Avenue, MacArthur Boulevard Warner Avenue, and Fairview Street. * Complete analysis and design for signal synchronization projects on First Street and Edinger Avenue. * Complete design of traffic signals at Raitt & Adams Streets, and Newhope & Camille Streets, and signal modification at Segerstrom Avenue & Bear Street. * Complete design for Bike Lane projects on Chestnut Avenue, First Street, Euclid Street, and Maple Street Bike trail * Coordinate with PBA and PRCSA to complete Circulation Element, Bicycle Master Plan, and Pedestrian Master Plan. * Prepare OCTA, state, and federal grant applications for capital projects including traffic signals, bike lanes, traffic calming, and signal synchronization projects through the Highway Safety Improvement Program, Bicycle Transportation Account, and Safe Routes to School. * Implement permit parking program, block by block, through a petition process in new and existing districts. * Prepare Annual Priority List of New and Modified Traffic Signals. 				
PERFORMANCE MEASURES	Actual	Estimated	Objective	Objective
	FY 11-12	FY 12-13	FY 13-14	FY 14-15
Service Level				
# of citizen, Council, and PD requests processed	425	420	425	425
# of parking permits issued (districts)	2445 (27)	2700 (27)	2800 (27)	2800 (27)
# of traffic signals/stripping/traffic control plan sets reviewed (average days to check)	140 (7)	150 (7)	150 (7)	150 (7)
# of Traffic Impact Analyses Reviewed and Approved	9	8	8	8
# of special placard parking permits issued	300	325	325	325
Efficiency				
Average # of days to process citizen requests	18	18	18	18
Effectiveness				
Traffic Signals Added or Modified	0	2	3	3
Miles of Signal Timed Arterials	75	75	75	75
Maintain Compliance w/Measure M2	Yes	Yes	Yes	Yes

GENERAL FUND

PUBLIC WORKS ENGINEERING SERVICES		ACCOUNTING UNIT			
Traffic and Transportation		01117620			
Account Code	LINE ITEM RESOURCES	ACTUAL FY 11-12	ADOPTED FY 12-13	ADOPTED FY 13-14	ADOPTED FY 14-15
<u>EXPENDITURES</u>					
61000	Salaries Regular	0	0	1,021,420	1,030,205
61020	Salaries Part-Time	0	0	103,915	104,810
61040	Salaries Overtime	0	0	4,000	4,035
61100	Retirement-Employer Contribution	0	0	155,310	156,645
61110	Part-Time Retirement	0	0	0	0
61120	Medicare Insurance	0	0	16,315	16,455
61130	Health Insurance	0	0	115,995	116,995
61170	Retiree Health Benefits	0	0	12,460	12,565
61180	Workers' Compensation Insurance	0	0	13,430	13,545
	SUBTOTAL PERSONNEL	----- 0	----- 0	----- 1,442,845	----- 1,455,255
62010	Communications	0	0	35,000	35,300
62120	Training, Transportation, Meetings	0	0	5,000	5,045
62140	Membership, Subscription, Dues	0	0	15,000	15,130
62300	Contract Services-Professional	0	0	32,540	32,820
62302	Contracted Vendor Personnel Services	0	0	0	0
62322	M & R Machinery & Equipment	0	0	0	0
62501	Operating Lease Expense	0	0	59,755	60,270
62600	Parking Validation	0	0	0	0
	SUBTOTAL CONTRACTUAL	----- 0	----- 0	----- 147,295	----- 148,565
63001	Miscellaneous Operating Expenses	0	0	33,225	33,620
63300	Gas & Diesel	0	0	5,620	5,670
	SUBTOTAL COMMODITIES	----- 0	----- 0	----- 38,845	----- 39,290
65000	Building Rental	0	0	133,445	134,595
65010	Rental City Equipment	0	0	23,415	23,615
65100	Insurance Charges	0	0	69,565	70,165
65240	Public Works Administrative Charges	0	0	171,855	173,335
65400	Indirect Costs	0	0	0	0
	SUBTOTAL CROSS CHARGES	----- 0	----- 0	----- 398,280	----- 401,710
66400	Machinery & Equipment	0	0	0	0
66510	Computer Software	0	0	0	0
	SUBTOTAL CAPITAL	----- 0	----- 0	----- 0	----- 0
<i>Prior to FY13/14, Traffic & Transp. Engineering was budgeted in Fund 086</i>					
	TOTAL	----- 0	----- 0	----- 2,027,265	----- 2,044,820
Class Code	AUTHORIZED PERSONNEL	ADOPTED FY 12-13		ADOPTED FY 13-14	
		Full Time	Part Time	Full Time	Part Time
2100	Assistant Engineer II			3.05	
2155	Assistant Traffic Operations Engineer			0.75	
0320	City Engineer			0.20	
2129	Principal Civil Engineer			0.30	
2131	Senior Civil Engineer			2.35	
7330	Senior Office Assistant			1.55	
9130	Engineering Intern, P/T				3.15
9505	Permit Parking Aide, P/T				1.90
	TOTAL	----- 0.00	----- 0.00	----- 8.20	----- 5.05

GENERAL FUND

PUBLIC WORKS AGENCY
Roadway Markings & Signs

ACCOUNTING UNIT
01117625

Statement of Purpose

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

Accomplishments in FY 2012-2013

- * Monitored striping contractor measurements for accurate billing by verifying field measurements and performing quality control.
- * Developed a method to monitor traffic sign retroreflectivity.
- * Collaborated with Engineering Services post-construction to reduce construction errors with signs and markings.
- * Awarded new contract for roadway markings and sign maintenance, and renewed contract for guardrail/fencing maintenance.

Action Plan for FY 2013-2014 & FY 2014-2015

- * Continue to monitor and inventory traffic sign retroreflectivity.
- * Renew contracts for roadway markings and sign maintenance, and guardrail/fencing maintenance.
- * Continue to collaborate with Engineering Services post-construction to reduce construction errors with signs and markings.

PERFORMANCE MEASURES	Actual	Estimated	Adopted	Adopted
	FY 11-12	FY 12-13	FY 13-14	FY 14-15
Service Level				
Striping (all types - linear feet)	2,010,000	2,000,000	1,600,000	1,600,000
# of painted legends	10,000	15,000	8,200	8,200
# of painted curbs	18,000	50,000	20,000	20,000
# of signs repaired/replaced	3,500	8,000	6,000	6,000
# painted arrows	3,000	3,000	2,400	2,400

GENERAL FUND

PUBLIC WORKS AGENCY		ACCOUNTING UNIT			
Roadway Markings & Signs		01117625			
Account Code	LINE ITEM RESOURCES	ACTUAL FY 11-12	ADOPTED FY 12-13	ADOPTED FY 13-14	ADOPTED FY 14-15
<u>EXPENDITURES</u>					
61000	Salaries Regular	0	0	0	0
61040	Salaries Overtime	820	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	Workers' Compensation Insurance	0	0	0	0
	SUBTOTAL PERSONNEL	<u>820</u>	<u>0</u>	<u>0</u>	<u>0</u>
62300	Contract Services - Professional	496,000	455,275	430,275	433,975
	SUBTOTAL CONTRACTUAL	<u>496,000</u>	<u>455,275</u>	<u>430,275</u>	<u>433,975</u>
63001	Miscellaneous Operating Expenses	107,160	100,000	125,000	126,075
63300	Gas & Diesel	0	0	0	0
	SUBTOTAL COMMODITIES	<u>107,160</u>	<u>100,000</u>	<u>125,000</u>	<u>126,075</u>
65010	Rental City Equipment	0	0	0	0
65240	Public Works Admin Charges	26,090	22,145	0	0
	SUBTOTAL CROSS CHARGES	<u>26,090</u>	<u>22,145</u>	<u>0</u>	<u>0</u>
	TOTAL EXPENDITURES	<u><u>630,070</u></u>	<u><u>577,420</u></u>	<u><u>555,275</u></u>	<u><u>560,050</u></u>

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 2012-2013

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

Action Plan for FY 2013-2014

- * Seek funding for retrofit of historic street lights to energy efficient LED lights.
- * Continue plan review for all new capital improvement projects that include street lighting.
- * Coordinate with developers to include new City-owned street lights in all new developments.
- * Begin audit of SCE-owned LS-1 street lights.

Action Plan for FY 2014-2015

- * Continue retrofit of historic street lights to energy efficient LED lights.
- * Continue plan review for all new capital improvement projects that include street lighting.
- * Coordinate with developers to include new City-owned street lights in all new developments.
- * Continue audit of SCE-owned LS-1 street lights.

PERFORMANCE MEASURES	Actual	Estimated	Objective	Objective
	FY 11-12	FY 12-13	FY 13-14	FY 14-15
Service Level				
# of Edison-owned lights - LS-1	11,430	11,430	11,500	11,400
# of City-owned lights - metered - LS-3	1,307	1,307	1,375	1,450
# of City-owned lights - unmetered - LS-2	1,494	1,494	1,530	1,555
Efficiency				
% of outages evaluated and referred for repair within 48 hours	98	98	100	100
Avg. # of days to repair outages by contractor	3	3	2	2
Annual energy costs for street lighting (\$)	2,124,463	2,124,463	2,300,500	2,462,000

GENERAL FUND

PUBLIC WORKS AGENCY		ACCOUNTING UNIT			
Street Lighting		01117630			
Account Code	LINE ITEM RESOURCES	ACTUAL FY 11-12	ACTUAL FY 12-13	ADOPTED FY 13-14	ADOPTED FY 14-15
<u>EXPENDITURES</u>					
61000	Salaries Regular	0	77,755	16,655	16,800
61020	Salaries Part-Time	0	0	15,860	15,995
61040	Salaries Overtime	0	0	0	0
61100	Retirement-Employer Contribution	0	6,490	4,820	4,860
61110	Part-Time Retirement	0	0	0	0
61120	Medicare Insurance	0	735	230	230
61130	Health Insurance	0	19,940	640	645
61170	Retiree Health Benefits	0	780	325	330
61180	Workers Compensation Insurance	0	1,780	645	650
	SUBTOTAL PERSONNEL	<u>0</u>	<u>107,480</u>	<u>39,175</u>	<u>39,510</u>
62000	Utilities	2,119,565	2,304,920	2,300,500	2,320,285
62300	Contract Services - Professional	0	0	720	725
62321	M&R Improvement	66,705	90,000	90,000	90,775
	SUBTOTAL CONTRACTUAL	<u>2,186,270</u>	<u>2,394,920</u>	<u>2,391,220</u>	<u>2,411,785</u>
63001	Miscellaneous Operating Expenses	129,075	108,400	37,800	38,125
63300	Gas & Diesel	0	0	0	0
	SUBTOTAL COMMODITIES	<u>129,075</u>	<u>108,400</u>	<u>37,800</u>	<u>38,125</u>
65100	Insurance Charges	143,550	77,230	77,230	77,895
65240	Public Works Admin Charges	116,125	42,950	42,965	43,335
	SUBTOTAL CROSS CHARGES	<u>259,675</u>	<u>120,180</u>	<u>120,195</u>	<u>121,230</u>
66220	Improvements Other Than Buildings	222,725	91,600	0	0
	SUBTOTAL CAPITAL	<u>222,725</u>	<u>91,600</u>	<u>0</u>	<u>0</u>
	TOTAL EXPENDITURES	<u><u>2,797,745</u></u>	<u><u>2,822,580</u></u>	<u><u>2,588,390</u></u>	<u><u>2,610,650</u></u>
Class Code	AUTHORIZED PERSONNEL	ADOPTED 12-13		ADOPTED FY 13-14	
		Full Time	Part Time	Full Time	Part Time
6140	Projects Manager	0.30		0.15	
4280	Street Lighting Maintenance Worker	1.00		0.00	
9240	Senior Maintenance Aide I, P/T				1.00
	TOTAL	<u><u>1.30</u></u>	<u><u>0.00</u></u>	<u><u>0.15</u></u>	<u><u>1.00</u></u>

GENERAL FUND SPECIAL REVENUE

PARKS, RECREATION & COMMUNITY SERVICES
Cable TV Fund

PROGRAM
02113200

Statement of Purpose

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

SERVICE PROGRAM

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

GENERAL FUND SPECIAL REVENUE

PARKS, RECREATION & COMMUNITY SERVICES		ACCOUNT UNIT			
Cable TV Fund		02113200			
Account Code	LINE ITEM RESOURCES	ACTUAL FY 11-12	ADOPTED FY 12-13	ADOPTED FY 13-14	ADOPTED FY 14-15
REVENUES:					
50054	CATV PEG Access Support	34,444	0	146,150	146,150
58000	Earnings on Investment	607	0	2,285	2,285
		-----	-----	-----	-----
		35,051	0	148,435	148,435
EXPENDITURES:					
62300	Contract Services - Professional	1,204	0	0	0
	SUBTOTAL CONTRACTUAL	-----	-----	-----	-----
		1,204	0	0	0
63001	Misc. Office Expense	55,929	57,890	764,115	148,435
	SUBTOTAL COMMODITIES	-----	-----	-----	-----
		55,929	57,890	764,115	148,435
	TOTAL	=====	=====	=====	=====
		57,134	57,890	764,115	148,435

GENERAL FUND SPECIAL REVENUE

PARKS, RECREATION & COMMUNITY SERVICES	PROGRAM
Parks and Recreation Special Revenue Fund	02213200
Statement of Purpose	
<i>To provide additional support for park, library, recreation and zoo programs through donations and special revenue sources.</i>	
<u>SERVICE PROGRAM</u>	

GENERAL FUND SPECIAL REVENUE

PARKS, RECREATION & COMMUNITY SERVICES		ACCOUNT UNIT			
Parks and Recreation Special Revenue Fund		02213200			
Account Code	LINE ITEM RESOURCES	ACTUAL FY 11-12	ADOPTED FY 12-13	ADOPTED FY 13-14	ADOPTED FY 14-15
REVENUES					
57010	Miscellaneous Recoveries	35,945	0	0	58,360
57081	Gifts and Donations	91,308	0	0	0
57381	FOSAZ Revenues	75,000	0	0	0
58000	Earnings on Investment	2,486	0	0	0
		<u>204,739</u>	<u>0</u>	<u>0</u>	<u>58,360</u>
EXPENDITURES					
62300	Contract Svcs. - Professional	90,125	176,700	173,720	29,180
63001	Misc. Office Expenses	12,198	176,700	173,725	29,180
63200	Operating M&S Bldgs. and Grounds	5,000	0	0	0
	TOTAL ANTICIPATED EXPENDITURES	<u>107,323</u>	<u>353,400</u>	<u>347,445</u>	<u>58,360</u>

GENERAL FUND CAPITAL PROJECTS

Capital Outlay Fund	PROGRAM	Fund 51			
PURPOSE: The Capital Outlay Fund accounts for the City's capital spending. In recent years, revenue from this fund has primarily been derived through transfers from the General Fund. Prior to passage of Proposition 13 in 1978, the City set a property tax sufficient to support its capital needs and payments on City Hall. With the passage of Proposition 13, the City's flexibility in setting the property tax rate was in effect eliminated.					
		<u>ACTUAL</u> <u>FY 11-12</u>	<u>ADOPTED</u> <u>FY 12-13</u>	<u>ADOPTED</u> <u>FY 13-14</u>	<u>ADOPTED</u> <u>FY 14-15</u>
REVENUES					
05113002 CAPITAL OUTLAY FUND					
57010	Miscellaneous Recoveries	500,342	534,335	0	0
53317	Soccer Field Surcharge	876	0	0	0
57363	Cell Tower Lease Agreements	0	0	553,515	553,515
57960	Rental of Property	0	0	0	0
58004	Interest on Bond Proceed	11,648	0	0	0
58005	Interest Income Trustee	687	0	0	0
59000	Transfer from Fund 11	0	0	0	0
TOTAL CAPITAL OUTLAY FUND REVENUES		<u>513,553</u>	<u>534,335</u>	<u>553,515</u>	<u>553,515</u>
EXPENDITURES					
05105015 <i>Non Departmental</i>					
66220	Improvements Other Than Buildings	12	0	0	0
6710	Interest-Debt Service	0	0	0	0
		<u>12</u>	<u>0</u>	<u>0</u>	<u>0</u>
05113263 <i>Park Improvements</i>					
66220	Improvements Other Than Buildings	0	1,819,530	2,533,515	1,039,730
68000-11	Trans. To Fund 11	344,175	344,175	0	0
68010	Loan Payment to Fund 011	0	0	0	0
		<u>344,175</u>	<u>2,163,705</u>	<u>2,533,515</u>	<u>1,039,730</u>
TOTAL CAPITAL OUTLAY EXPENDITURES		<u>344,187</u>	<u>2,163,705</u>	<u>2,533,515</u>	<u>1,039,730</u>
FY 2013-14 PROJECTS					
Synthetic Soccer Field Improvements				418,215	
Park Improvements (Cell Tower)				998,097	
State Building Improvements				68,000	
Santiago Park Roadway				25,774	
Santiago Gas House Area				736,929	
Portola Pkg. Lot, Tennis Ct., Basketball Ct. Renovations				286,500	
TOTAL PROJECTS				<u>2,533,515</u>	

GENERAL FUND SPECIAL REVENUE

COMMUNITY DEVELOPMENT MAINTENANCE FUND

PROGRAM

Community Development Maintenance

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		ACCOUNTING UNIT			
Community Development Maintenance		40718842			
Account Code	LINE ITEM RESOURCES	ACTUAL FY 11-12	ADOPTED FY 12-13	ADOPTED FY 13-14	ADOPTED FY 14-15
REVENUES					
58000	Earning on Investments	7,074	3,000	5,000	2,000
59000-11	Transfer from Fund 011	400,000	0	0	0
	TOTAL REVENUES	407,074	3,000	5,000	2,000
EXPENDITURES					
61000	Salaries Regular	12,819	126,355	179,870	180,000
61020	Salaries Part-Time	2,588	9,000	4,700	4,700
61040	Salaries Overtime	(269)	0	0	0
61100	Retirement-Employer Contribution	1,401	13,985	26,605	33,480
61110	Part-Time Retirement	84	780	695	875
61120	Medicare Insurance	211	1,965	2,675	2,680
61130	Health Insurance	2,410	21,640	35,425	35,425
61170	Retiree Health Benefits	0	625	3,150	3,150
61180	Worker Compensation Insurance	198	3,075	3,080	3,080
	SUBTOTAL PERSONNEL	19,442	177,425	256,200	263,390
62000	Utilities	10,854	15,000	13,000	6,000
62010	Communications	0	0	2,000	625
62251	Other Agency Services	0	60,000	17,000	17,000
62300	Contract Services-Professional	207,401	171,220	138,500	0
62700	Auto Expense	0	0	6,000	0
	SUBTOTAL CONTRACTUAL	218,255	246,220	176,500	23,625
63001	Miscellaneous Operating Expenses	1,656	3,005	10,800	6,825
63300	Gas & Diesel	0	0	100	75
	SUBTOTAL COMMODITIES	1,656	3,005	10,900	6,900
65000	Building Rental	0	6,150	9,245	9,245
65010	Rental City Equipment	0	1,495	1,170	1,170
65040	Computer Services	0	65	95	95
65050	IS Strategic Plan	0	2,545	3,645	3,645
65100	Insurance	0	4,210	6,030	6,030
65400	Indirect Costs	1,658	11,885	17,885	17,900
	SUBTOTAL FIXED CHARGES	1,658	26,350	38,070	38,085
	TOTAL EXPENDITURES	241,011	453,000	481,670	332,000
Class Code	AUTHORIZED PERSONNEL	ADOPTED FY 12-13		ADOPTED FY 13-14	
		Full Time	Part Time	Full Time	Part Time
2491	Deputy City Manager for Dev. Services	0.05		0.00	
2870	Exec. Director of Community Development	0.00		0.17	
2865	Asst Director of Community Development	0.20		0.00	
0605	Redevelopment Program Manager	0.30		0.00	
	Community Development Manager	0.00		0.20	
0150	Senior Management Analyst	0.05		0.18	
0580	Redevelopment Project Manager I	0.20		0.60	
7280	Senior Accounting Assistant	0.05		0.05	
7321	Community Dev. Commission Secretary	0.00		0.25	
7330	Senior Office Assistant	0.30		0.40	
	TOTAL	1.15	0.00	1.85	0.00



This Page Intentionally Left Blank

INTERNAL SERVICE FUND SUMMARY

DEPARTMENT/ UNIT	Actual FY 11-12	Adopted FY 12-13	Adopted FY 13-14	Adopted FY 14-15	FY 11-12 Positions	FY 12-13 Positions	FY 13-14 Positions	% of FY 13-14 Total	Increase (Decrease) Over Prior Year	
									12-13 to 13-14 in \$	13-14 in %
REVENUES										
071 Central Services	673,819	744,505	954,505	954,505				1.5%	210,000	28.2%
072 Copier Lease Program	101,745	121,220	240,220	240,220				0.4%	119,000	98.2%
073 Building Maintenance	3,795,727	3,715,605	3,762,563	3,776,432				6.0%	46,959	1.3%
075 Fleet Maintenance & Stores	8,782,681	6,827,455	6,810,855	6,810,855				10.9%	(16,600)	-0.2%
076 Stores & Property Control	0	0	533,410	542,405				0.9%	533,410	0.0%
080 Liability & Property	8,771,973	6,521,245	6,310,465	6,321,815				10.1%	(210,780)	-3.2%
081 Employee Group Benefits	21,597,012	19,193,340	18,680,328	20,179,701				29.8%	(513,012)	-2.7%
082 Workers Compensation	9,242,362	6,666,575	6,279,655	6,593,635				10.0%	(386,920)	-5.8%
085 City Yard Operations	987,504	982,905	994,905	994,905				1.6%	12,000	1.2%
086 Engineering Services	6,276,559	6,350,965	5,504,225	5,148,125				8.8%	(846,740)	-13.3%
88-141 Quality & Mgmt. Training								0.0%	0	#DIV/0!
101 Administration Services	4,606,279	4,437,345	4,906,210	4,864,475				7.8%	468,865	10.6%
102 Communications Services	1,610,520	1,586,400	1,586,400	1,193,606				2.5%	0	0.0%
109 I.S Technology Plan	5,370,080	5,627,220	6,067,590	6,067,590				9.7%	440,370	7.8%
Revenue Grand Total	71,816,261	62,774,780	62,631,332	63,688,268				100.0%	(143,449)	-0.2%
EXPENDITURES BY DEPARTMENT										
Personnel Services Agency										
08009051 Liability & Property	12,121,694	9,321,245	7,310,465	6,321,815	2.85	2.85	2.85	10.6%	(2,010,780)	-21.6%
08109052 Section 125 Benefits	609,531	682,000	437,000	437,000	0.00	0.00	0.00	0.6%	(245,000)	-35.9%
08109053 Employee Group Benefits	21,107,174	22,161,130	19,206,093	20,666,916	6.35	6.35	6.35	27.9%	(2,955,037)	-13.3%
08209054 Workers Compensation	16,997,775	8,141,275	6,746,020	6,780,260	8.85	7.85	7.85	9.8%	(1,395,255)	-17.1%
Subtotal	50,836,173	40,305,650	33,699,578	34,205,991	18.05	17.05	17.05	48.9%	(6,606,072)	-16.4%
Finance & Management Services Agency										
07110100 Central Services	757,186	866,995	1,020,930	1,022,000	4.42	4.40	2.15	1.5%	153,935	17.8%
07210101 Copier Lease Program	93,121	121,220	240,220	240,220	0.00	0.00	0.00	0.3%	119,000	98.2%
07310-Var. Building Maintenance	3,310,680	3,715,605	4,069,935	4,122,885	18.20	15.25	14.25	5.9%	354,330	9.5%
07510100 Fleet Maintenance	6,184,211	6,390,000	6,792,355	6,922,240	27.53	23.40	23.40	9.9%	402,355	6.3%
07510101 Equipment Replacement	865,624	2,000,000	2,000,000	2,000,000	0.00	0.00	0.00	2.9%	0	0.0%
07510102 Stores & Property Control	529,839	437,455	0	0	2.03	2.03	0.00	0.0%	(437,455)	-100.0%
07610102 Stores & Property Control	0	0	518,410	527,405	0.00	0.00	2.33	0.8%	518,410	0.0%
08510138 City Yard Operations	990,376	1,063,260	994,905	994,905	0.00	0.00	0.20	1.4%	(68,355)	-6.4%
10210140 Communications Services	1,176,707	1,586,400	2,074,410	2,061,450	4.17	2.17	2.32	3.0%	488,010	30.8%
10910-Var. Technology Plan	5,991,830	8,553,475	7,107,874	7,176,097	14.30	13.55	15.04	10.3%	(1,445,601)	-16.9%
Subtotal	19,899,573	24,734,410	24,819,039	25,067,202	70.65	60.80	59.69	36.0%	84,629	0.3%
Public Works Agency										
08617610 Transport Planning./Proj. Mgmt.	392,102	0	0	0	1.55	0.00	0.00	0.0%	0	0.0%
08617611 Construction Engineering	2,167,420	1,617,875	2,276,230	2,295,810	11.25	8.15	8.40	3.3%	658,355	40.7%
08617612 Design Engineering	1,844,013	2,168,465	2,827,995	2,852,315	11.95	13.95	11.45	4.1%	659,530	30.4%
08617620 Traffic Engineering	2,189,000	2,410,625	0	0	11.10	11.30	0.00	0.0%	(2,410,625)	-100.0%
10117601 Administrative Services	4,027,000	4,411,680	4,079,155	4,114,240	23.00	21.00	16.00	5.9%	(332,525)	-7.5%
10117605 Development Services	955,990	1,029,835	1,162,955	1,166,905	5.45	5.10	5.80	1.7%	133,120	12.9%
Subtotal	11,575,524	11,638,480	10,346,335	10,429,270	64.30	59.50	41.65	15.0%	(1,292,145)	-11.1%
Expenditure Grand Total	82,311,271	76,678,540	68,864,952	69,702,462	153.00	137.35	118.39	100.0%	(7,813,588)	-10.2%

Note: Includes Interfund Transfers

INTERNAL SERVICE FUNDS PERSONNEL

Number of Positions	153.00	137.35	118.39	118.39					(18.96)	-13.8%
as % of Total City Workforce	10.13%	11.42%	11.28%	11.28%						

INTERNAL SERVICE FUNDS

FINANCE & MANAGEMENT SERVICES
Central Services

PROGRAM
07110100

Statement of Purpose

To provide reprographic and messenger services to all City Agencies.

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

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

Accomplishments in FY 2012-2013

- * Increased number of copiers in the lease program.
- * Replaced obsolete mail inserting machine.
- * Acquired responsibility for management of networked printers' maintenance contract and toner replacement.

Action Plan for FY 2013-2014

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

PERFORMANCE MEASURES	Actual	Actual	Estimated	Objective
	FY 10-11	FY 11-12	FY 12-13	FY 13-14
Service Level				
# of in-house impressions made	5,218,494	5,037,053	4,320,782	4,320,782
# of pieces of outgoing mail posted	343,418	269,065	244,945	244,945
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	\$8,130	\$7,609	\$6,373	\$6,373

INTERNAL SERVICE FUNDS

FINANCE & MANAGEMENT SERVICES		ACCOUNTING UNIT			
Central Services		07110100			
Account Code	LINE ITEM RESOURCES	ACTUAL FY 11-12	ADOPTED FY 12-13	ADOPTED FY 13-14	ADOPTED FY 14-15
REVENUES					
56000	Charges to Departments	668,403	740,505	950,505	950,505
57000	Expense Reimbursement	0	0	0	0
57991	Miscellaneous Receipts	0	0	0	0
58000	Earnings on Investments	5,417	4,000	4,000	4,000
	TOTAL REVENUES	673,819	744,505	954,505	954,505
EXPENDITURES					
61000	Salaries & Wages-Regular	172,014	196,400	146,435	147,275
61020	Salaries & Wages-Temporary	15,061	15,340	12,605	12,605
61030	Salaries Participant	0	900	900	900
61040	Salaries & Wages Overtime	0	0	0	0
61100	Retirement Plan	18,104	18,460	21,710	21,830
61110	Part-Time Retirement	565	575	475	475
61120	Medicare Insurance	2,550	2,945	2,180	2,195
61130	Employees Insurance	18,092	22,890	34,070	34,070
61170	Retiree Health Insurance	2,062	2,375	1,660	1,675
61180	Compensation Insurance	2,978	3,260	2,155	2,175
	SUBTOTAL PERSONNEL	231,425	263,145	222,190	223,200
62010	Communications	2,989	3,400	3,400	3,400
62120	Training & Transportation	1,647	13,700	13,700	13,700
62300	Other Contractual Services	10,202	38,245	238,245	238,245
62302	Other Personnel Services	0	0	0	0
62322	M&R Machinery & Equipment	81,491	120,000	120,000	120,000
62501	Lease Payments	0	2,000	2,000	2,000
62600	Parking Validation	2,956	5,300	5,300	5,300
62700	Auto Expense	420	420	420	420
	SUBTOTAL CONTRACTUAL	99,703	183,065	383,065	383,065
63020	Postage	208,000	220,000	220,000	220,000
63001	Operating Materials & Supplies	77,466	76,605	76,605	76,605
63300	Gas & Diesel	0	0	1,895	1,895
	SUBTOTAL COMMODITIES	285,466	296,605	298,500	298,500
65000	Building & Site Rental	86,015	86,015	86,015	86,015
65010	Equipment Rental, City	8,180	5,590	2,495	2,495
65050	Information Services Strategic Plan	10,000	10,000	10,000	10,000
65100	Insurance (Risk Management)	8,605	7,500	7,500	7,500
65205	Internal Depts. Personnel Chrgs.	0	0	0	0
65400	Indirect Operating Expenses	20,023	15,075	11,165	11,225
	SUBTOTAL FIXED CHARGES	132,823	124,180	117,175	117,235
66000	Depreciation Expense	7,768	0	0	0
66400	Machinery & Equipment	0	0	0	0
66510	Computer Software	0	0	0	0
	SUBTOTAL CAPITAL	7,768	0	0	0
	TOTAL	757,186	866,995	1,020,930	1,022,000
Class Code	AUTHORIZED PERSONNEL	ADOPTED FY 12-13		ADOPTED FY 13-14	
		Full Time	Part Time	Full Time	Part Time
1190	Executive Director, Finance & Management	0.05		0.05	
1180	Assistant Director, Finance & Mgmt Svs.	0.10		0.10	
0190	Administrative Services Manager	0.25		0.00	
7030	Central Services Supervisor	1.00		1.00	
7260	Reprographic Equipment Operator	2.00		1.00	
7170	Mail Clerk/Messenger	1.00		0.00	
9060	Clerical Aide		2.00		1.00
	TOTAL	4.40	2.00	2.15	1.00

INTERNAL SERVICE FUNDS

FINANCE & MANAGEMENT SERVICES		ACCOUNTING UNIT			
Copier Lease Program		07210101			
Account Code	LINE ITEM RESOURCES	ACTUAL FY 11-12	ADOPTED FY 12-13	ADOPTED FY 13-14	ADOPTED FY 14-15
<u>REVENUES</u>					
5010-111	Other Revenue-Bank Recon	0	0	0	0
56000	Charges to Departments	101,717	121,000	240,000	240,000
58000	Earning on Investment	28	220	220	220
59000	Transfer from Fund 71	0	0	0	0
	TOTAL REVENUES	<u>101,745</u>	<u>121,220</u>	<u>240,220</u>	<u>240,220</u>
 <u>EXPENDITURES</u>					
62300	Contractual Services - Professional	0	1,000	0	0
62322	Maintenance & Repair Machinery & Equip.	0	0	0	0
62501	Operating Lease Expense	93,121	120,000	240,000	240,000
66400	Machinery & Equipment	0	220	220	220
	SUBTOTAL CAPITAL	<u>93,121</u>	<u>121,220</u>	<u>240,220</u>	<u>240,220</u>
	TOTAL EXPENDITURES	<u>93,121</u>	<u>121,220</u>	<u>240,220</u>	<u>240,220</u>

INTERNAL SERVICE FUNDS

FINANCE & MANAGEMENT SERVICES		FUND 073			
Building Maintenance					
Account Code	LINE ITEM RESOURCES	ACTUAL FY 11-12	ADOPTED FY 12-13	ADOPTED FY 13-14	ADOPTED FY 14-15
<u>REVENUES</u>					
56100	McFadden Learning Center	51,265	51,350	51,350	51,350
56101	Newhope Branch Library	49,264	49,345	49,345	49,345
56102	Rental - City Hall	1,324,304	1,323,645	1,323,645	1,323,645
56103	Rental - New Corporate Yard	614,699	615,715	615,715	615,715
56104	Rental - El Salvador Building	24,664	24,705	24,705	24,705
56105	Rental - Jerome Building	40,683	40,750	40,750	40,750
56106	Rental - Ross Annex	685,996	774,670	774,670	774,670
56107	Rental - Santa Anita Building	8,067	8,080	8,080	8,080
56108	Rental - Senior Citizen Center	51,455	51,540	51,540	51,540
56109	Rental - Police Facility	512,967	439,365	486,323	500,192
56110	Rental - Library Building	234,033	234,420	234,420	234,420
56111	Rental - Corbin Center	47,427	47,505	47,505	47,505
56112	Rental - Police Substation	6,998	7,010	7,010	7,010
56113	Rental - Southwest Senior Center	47,427	47,505	47,505	47,505
	Rental - Fire Department	96,479	0	0	0
	TOTAL REVENUES	<u>3,795,727</u>	<u>3,715,605</u>	<u>3,762,563</u>	<u>3,776,432</u>
<u>EXPENDITURES</u>					
	07310100 Building Maintenance	2,595,631	2,853,465	3,256,225	3,302,595
	07310101 Custodial Services	715,049	862,140	813,710	820,290
	TOTAL EXPENDITURES	<u>3,310,680</u>	<u>3,715,605</u>	<u>4,069,935</u>	<u>4,122,885</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 12-13		ADOPTED FY 13-14	
		Full Time	Part Time	Full Time	Part Time
1190	Executive Director, Finance & Management	0.20		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	7.00		8.00	
4315	Building Maintenance Aide	1.00		1.00	
4020	Custodian (Lead)	1.00		0.00	
4000	Custodian	1.00		1.00	
4005	Custodial Aide/Porter	1.00		0.00	
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>15.25</u>	<u>7.00</u>	<u>14.25</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 contractual) needed to keep city facilities at a high standard of appearance and cleanliness.</p>				
Accomplishments in FY 2012-2013				
<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. * Replaced 6 inefficient HVAC VFD's at the Police Facility. * Replaced failed domestic water sequencing system controller at the Police Facility. * Replaced 2 inefficient HVAC condensers supporting the IS server room at PD 				
Action Plan for FY 2013-2014				
<ul style="list-style-type: none"> * Identify energy related projects and potential funding sources. * Provide the Police Department assistance with facility needs. * Replace obsolete Police Department fire computer fire controls. * Clean city hall windows. * Seek alternate funding to install Photovoltaic and reroof Corporate Yard Buildings. * Replace failed domestic water shut off systems in the Police and Holding Facility. * Replace 12 inefficient HVAC VFD's at the Police and holding Facility. 				
PERFORMANCE MEASURES	Actual	Actual	Estimated	Objective
	FY 10-11	FY 11-12	FY 12-13	FY 13-14
Service Level				
Total square footage maintained	1,229,867	1,229,867	1,229,867	1,164,867
Number of Facility Maintenance Work Orders	N/A	1,443	1,352	1,400
Efficiency				
Square feet maintained per Technician				
City of Santa Ana	123,733	123,733	194,144	194,144
Industry Average	65,000	65,000	65,000	650,000
Effectiveness				
% of Work Orders (Preventive Maintenance) completed within 7 working days	100%	100%	98%	100%

INTERNAL SERVICE FUNDS

FINANCE & MANAGEMENT SERVICES		ACCOUNTING UNIT			
Building Maintenance		07310100			
Account Code	LINE ITEM RESOURCES	ACTUAL FY 11-12	ADOPTED FY 12-13	ADOPTED FY 13-14	ADOPTED FY 14-15
61000	Salaries & Wages-Regular	745,683	529,630	816,705	819,500
61020	Salaries & Wages-Temporary	0	0	0	0
61040	Salaries & Wages-Overtime	11,709	8,000	8,000	8,000
61100	Retirement Plan	75,342	48,140	121,070	152,425
61110	Part-Time Retirement	0	0	0	0
61120	Medicare Insurance	9,125	5,625	8,880	8,920
61130	Employees Insurance	116,732	90,510	144,315	155,890
61170	Retiree Health Insurance	7,656	4,480	10,515	10,545
61180	Compensation Insurance	79,955	60,220	100,470	100,850
	SUBTOTAL PERSONNEL	<u>1,046,202</u>	<u>746,605</u>	<u>1,209,955</u>	<u>1,256,130</u>
62000	Utilities	606,108	848,860	770,860	770,860
62010	Communications	19,034	12,750	12,750	12,750
62120	Training & Transportation	0	3,500	3,500	3,500
62140	Membership, Subscriptions & Dues	252	15,000	15,000	15,000
62251	Other Agency Services	16,854	0	0	0
62300	Contract Services - Professional	413,323	435,003	435,003	435,003
62302	Contract Vendor - Personnel Services	0	0	0	0
62310	Janitorial & Housekeeping	13,517	9,000	0	0
62320	Maintenance & Repair Buildings & Ground	0	0	9,000	9,000
62700	Auto Expense	450	350	350	350
	SUBTOTAL CONTRACTUAL	<u>1,069,538</u>	<u>1,324,463</u>	<u>1,246,463</u>	<u>1,246,463</u>
63001	Misc. Office Expense	112,313	74,820	74,820	74,820
63300	Gas & Diesel	0	0	8,364	8,364
63100	Uniforms and Tools	1,985	630	630	630
63200	Oper. Materials & Supplies-Bldgs. & Grnds.	0	4,200	4,200	4,200
	SUBTOTAL COMMODITIES	<u>114,298</u>	<u>79,650</u>	<u>88,014</u>	<u>88,014</u>
65010	Equipment Rental, City	41,220	39,852	29,063	29,063
65050	Automation Plan	18,430	18,430	18,430	18,430
65100	Insurance (Risk Management)	11,805	10,285	10,285	10,285
65400	Indirect Operating Expenses	81,901	38,060	57,895	58,090
	SUBTOTAL FIXED CHARGES	<u>153,356</u>	<u>106,627</u>	<u>115,673</u>	<u>115,868</u>
66200	Buildings	16,120	400,000	400,000	400,000
	SUBTOTAL CAPITAL	<u>16,120</u>	<u>400,000</u>	<u>400,000</u>	<u>400,000</u>
67200	Capitalized Lease Obligation	196,118	196,120	196,120	196,120
	SUBTOTAL DEBT SERVICE	<u>196,118</u>	<u>196,120</u>	<u>196,120</u>	<u>196,120</u>
	TOTAL	<u><u>2,595,631</u></u>	<u><u>2,853,465</u></u>	<u><u>3,256,225</u></u>	<u><u>3,302,595</u></u>

Class Code	AUTHORIZED PERSONNEL	ADOPTED FY 12-13		ADOPTED FY 13-14	
		Full Time	Part Time	Full Time	Part Time
1190	Executive Director, Finance & Management	0.10		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	7.00		7.80	
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>11.75</u>	<u>2.00</u>	<u>12.55</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 contractual) needed to keep city facilities at a high standard of appearance and cleanliness.</p>				
Accomplishments in FY 2012-2013				
<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 2013-2014				
<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 10-11	FY 11-12	FY 12-13	FY 13-14
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			
Account Code	LINE ITEM RESOURCES	ACTUAL FY 11-12	ADOPTED FY 12-13	ADOPTED FY 13-14	ADOPTED FY 14-15
61000	Salaries & Wages-Regular	128,663	153,410	119,040	119,170
61020	Salaries & Wages-Temporary	94,416	96,160	90,290	90,290
61030	Salaries & Wages-Overtime	0	0	0	0
61100	Retirement Plan	16,803	15,585	17,645	22,165
61110	Part-Time Retirement	2,530	3,605	3,385	3,385
61120	Medicare Insurance	3,024	2,785	2,765	2,765
61130	Employees Insurance	15,038	25,095	21,230	23,145
61170	Retiree Health Insurance	2,031	1,120	1,725	1,725
61180	Compensation Insurance	20,223	26,255	21,060	21,065
	SUBTOTAL PERSONNEL	<u>282,728</u>	<u>324,015</u>	<u>277,140</u>	<u>283,710</u>
62000	Utilities	0	0	0	0
62120	Training & Transportation	0	0	0	0
62310	Janitorial & Housekeeping	396,648	412,000	412,000	412,000
62300	Other Contractual Services	0	89,720	89,720	89,720
62302	Other Personnel Services	0	0	0	0
62700	Auto Expense	450	350	350	350
	SUBTOTAL CONTRACTUAL	<u>397,098</u>	<u>502,070</u>	<u>502,070</u>	<u>502,070</u>
63001	Miscellaneous Operating Expense	374	8,000	8,000	8,000
	SUBTOTAL COMMODITIES	<u>374</u>	<u>8,000</u>	<u>8,000</u>	<u>8,000</u>
65000	Building Rental	0	0	0	0
65010	Equipment Rental, City	0	0	0	0
65050	Automation Plan	0	0	0	0
65100	Insurance (Risk Management)	11,805	10,285	11,805	11,805
65400	Indirect Operating Expenses	23,044	17,770	14,695	14,705
	SUBTOTAL FIXED CHARGES	<u>34,849</u>	<u>28,055</u>	<u>26,500</u>	<u>26,510</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>715,049</u></u>	<u><u>862,140</u></u>	<u><u>813,710</u></u>	<u><u>820,290</u></u>

Class Code	AUTHORIZED PERSONNEL	ADOPTED FY 12-13		ADOPTED FY 13-14	
		Full Time	Part Time	Full Time	Part Time
1190	Executive Director, Finance & Management	0.10		0.10	
4375	Facility Maintenance Superintendent	0.40		0.40	
4090	Custodian Supervisor	0.00		0.00	
4140	Building Maintenance Technician	0.00		0.20	
4020	Custodian (Lead)	1.00		0.00	
4000	Custodian	1.00		1.00	
4005	Custodial Aide/Porter	1.00		0.00	
9170	Janitor		5.00		5.00
	TOTAL	<u>3.50</u>	<u>5.00</u>	<u>1.70</u>	<u>5.00</u>

INTERNAL SERVICE FUNDS

FINANCE & MANAGEMENT SERVICES		ACCOUNTING UNIT			
Fleet Maintenance		07510100			
Account Code	LINE ITEM RESOURCES	ACTUAL FY 11-12	ADOPTED FY 12-13	ADOPTED FY 13-14	ADOPTED FY 14-15
<u>REVENUES</u>					
FUND 75 - EQUIPMENT MAINTENANCE					
53902	Miscellaneous Service Charge	2,034	0	0	0
57010	Miscellaneous Recoveries	294,742	0	0	0
56000	Charges to Departments	8,039,058	6,589,785	5,186,455	5,186,455
	Fuel Dept. Chargebacks	0	0	1,424,400	1,424,400
57006	Expense Reimbursement	402,911	161,900	20,000	20,000
57081	Gift & Donations	0	0	0	0
57903	Sales Tax Recoveries	0	40,000	20,000	20,000
58000	Earnings on Investments	43,936	35,770	25,000	25,000
57972	Sale of Equipment	0	0	135,000	135,000
	TOTAL FUND 75 REVENUES	8,782,681	6,827,455	6,810,855	6,810,855
<u>EXPENDITURES</u>					
07510100	Fleet Maintenance	6,184,211	6,390,000	6,792,355	6,922,240
07510101	Equipment Replacement	865,624	2,000,000	2,000,000	2,000,000
07510102	Stores & Property Control	529,839	437,455	0	0
	TOTAL EXPENDITURES	7,579,674	8,827,455	8,792,355	8,922,240
<p><i>Note:</i> Fleet Services performs equipment maintenance and repair for all City agencies. A rental rate is charged for mobile mechanical and automotive equipment assigned to the various agencies. The agency pays rent for the use of the equipment, preventive maintenance, repair, and the cost of replacing the item when it becomes obsolete or can no longer be repaired economically. Rent charges are the main source of revenue for fleet operations. Rental rates are reviewed quarterly and aligned to actual costs.</p>					

INTERNAL SERVICE FUNDS

FINANCE & MANAGEMENT SERVICES Fleet Management	PROGRAM 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 repairs and replacement schedules, and economical procurement of quality equipment.</i></p> <p>This program provides for the acquisition, maintenance, repair, and replacement of City vehicles and equipment used for public safety, construction, and maintenance. Fleet services include Police car conversions, fleet parts inventory, custom fabrication, and fuel management (gasoline, diesel, Compressed Natural Gas [CNG], electricity, propane, and hydrogen).</p>				
Accomplishments in FY 12-13				
<ul style="list-style-type: none"> * Earned City's first-ever Automotive Service Excellence (ASE) Blue Seal Certification for Fleet Services operations. * Ranked # 10 on Bobit Publications 2012 list of the "100 Best Fleets in North America." * Ranked # 11 on Green Fleet Magazine 2012 list of the "100 Green Fleets in North America." * Launched Santa Ana College (SAC)-City Fleet Services internship project for SAC Automotive Program students. * Hired new Senior Office Assistant for Fleet Parts & Dispatch operations. * Procured new Police vehicles: 25 Patrol cars and 3 Traffic motorcycles. * Installed two grant-funded Electric Vehicle (EV) charging stations at the Santa Ana Regional Transportation Center. * Received \$384,000 AQMD-MSRC grant to acquire AFV trucks, expand CNG stations, and install EV charging stations. * Adopted Depreciation Charges policy for Fleet equipment and vehicles with In-Service Dates on or after July 1, 2012. * Replaced obsolete units with Alternative Fuel Vehicles (AFV): 5 propane-fueled utility trucks and 2 EV Fireflies. * Passed all State-mandated inspections for aerials (buckets and cranes), diesel smoke, and smog. 				
Action Plan for FY 13-14				
<ul style="list-style-type: none"> * Activate use of following RTA Fleet Management System modules: Paperless Shop and Warranty Management. * Standardize procedures for Fleet Telematics-Global Positioning System (GPS) program. * Formulate charge-back protocol for accident-related cost of repair or replacement. * Execute AQMD-MSRC grant contract to procure 14 AFVs and construct propane fueling station. * Pass all State-mandated inspections for aerials (buckets and cranes), diesel smoke, and smog. * Continue to provide Total Quality Service (TQS)-driven fleet programs to all City departments. 				
PERFORMANCE MEASURES	Actual FY 10-11	Actual FY 11-12	Estimated FY 12-13	Objective FY 13-14
Service Level				
# of Fleet Equipment units maintained powered by:				
Conventional Fuel	672	672	655	628
Alternative Fuel	33	33	47	55
Fixed Stock (no fuel required, e.g., trailers)	54	54	54	54
Total # of Fleet Equipment	759	759	756	737
# of Work Order Line Items completed	11,106	13,690	14,000	13,500
# of Emission Inspections conducted	232	232	240	235
Efficiency				
Fleet Technician Productivity Rate (Goal is 85%.)				
Direct Labor Billable Hours (DLBH)	16,432	16,462	17,000	17,000
Total Available Labor Hours (TALH)	19,930	19,621	20,000	20,000
Productivity Rate in % = DLBH ÷ TALH	82.5%	83.9%	85.0%	85.0%
Effectiveness				
% of Action Plan completed	75%	85%	100%	100%
Preventive v. Corrective Repairs Ratio (Goal is 50:50.)	11:89	12:88	15:85	20:80

INTERNAL SERVICE FUNDS

FINANCE & MANAGEMENT SERVICES		ACCOUNTING UNIT			
Fleet Maintenance		07510100			
Account Code	LINE ITEM RESOURCES	ACTUAL FY 11-12	ADOPTED FY 12-13	ADOPTED FY 13-14	ADOPTED FY 14-15
61000	Salaries & Wages-Regular	1,654,465	1,735,600	1,881,970	1,899,540
61020	Salaries & Wages-Temporary	121,096	62,900	64,980	64,980
61040	Salaries & Wages-Overtime	9,840	10,000	10,000	10,000
61100	Retirement Plan	178,648	155,870	278,985	353,315
61110	PT- Retirement	1,732	3,280	3,365	3,365
61120	Medicare Insurance	18,391	23,205	24,980	25,235
61130	Employees Insurance	284,585	367,875	384,915	419,265
61170	Retiree Health Insurance	17,220	19,550	23,075	23,380
61180	Compensation Insurance	200,328	206,780	229,330	231,175
62302	Other Personnel Services	25,084	20,000	20,000	20,000
	SUBTOTAL PERSONNEL	2,511,387	2,605,060	2,921,600	3,050,255
62010	Communications	25,470	20,935	20,935	20,935
62120	Training & Transportation	7,121	21,765	21,765	21,765
62140	Other Agency Services	1,142	4,765	4,765	4,765
62300	Other Contractual Services	45,685	70,000	70,000	70,000
62320	M&R Building & Grounds	45	0	0	0
62322	M&R Machinery & Equipment	716,506	711,340	711,340	711,340
62700	Auto Expense	2,580	2,000	2,000	2,000
	SUBTOTAL CONTRACTUAL	798,548	830,805	830,805	830,805
63001	Operating Materials & Supplies	266,748	607,450	607,450	607,450
63101	Mechanic Tool Allocation	11,613	15,000	15,000	15,000
63200	Operating Materials Buildings & Grounds	638	0	0	0
63202	M&S Equipment	496,492	250,000	250,000	250,000
63300	Gas & Diesel	1,366,812	1,370,055	1,441,510	1,441,510
63301	Alternative Fuel	25,977	32,000	32,000	32,000
	SUBTOTAL COMMODITIES	2,168,280	2,274,505	2,345,960	2,345,960
65010	Equipment Rental, City	33,970	43,500	38,205	38,205
65020	City Yard Rent	391,740	380,700	391,740	391,740
65050	Automation Plan	30,565	67,680	67,680	67,680
65100	Insurance (Risk Management)	39,010	33,985	33,985	33,985
65400	Indirect Operating Expenses	192,035	128,765	137,380	138,610
66000	Depreciation	0	0	0	0
	SUBTOTAL FIXED CHARGES	687,320	654,630	668,990	670,220
66400	Machinery & Equipment	18,676	25,000	25,000	25,000
	SUBTOTAL FIXED CHARGES	18,676	25,000	25,000	25,000
	TOTAL	6,184,211	6,390,000	6,792,355	6,922,240

Class Code	AUTHORIZED PERSONNEL	ADOPTED FY 12-13		ADOPTED FY 13-14	
		Part Time	Full Time	Part Time	Part Time
1190	Executive Director of Finance & Mgmt. Svcs.	0.20		0.20	
1180	Assistant Director of Finance & Mgmt. Svcs.	0.10		0.10	
4780	Corporate Yard /Fleet Services Mgr.	1.00		0.75	
0840	Senior Fleet Equipment Supervisor	1.00		1.00	
4770	Fleet Equipment Supervisor	1.00		1.00	
4500	Fleet Equipment Technician III	4.00		4.00	
4730	Fleet Equipment Technician II	11.00		11.00	
5300	Assistant Fleet Equipment Technician	0.00		0.00	
5000	Fleet Parts Specialist	2.00		2.00	
0150	Senior Management Analyst	0.00		0.00	
1720	Management Analyst	1.00		1.00	
0496	Budget Analyst	0.10		0.10	
7010	Accounting Assistant	1.00		0.75	
7360	Senior Office Specialist	1.00		1.00	
9140	Equipment Service Attendant (PT)		3.00		3.00
	TOTAL	23.40	3.00	22.90	3.00

INTERNAL SERVICE FUNDS

FINANCE & MANAGEMENT SERVICES		ACCOUNTING UNIT			
Equipment Replacement		07510101			
Account Code	LINE ITEM RESOURCES	ACTUAL FY 11-12	ADOPTED FY 12-13	ADOPTED FY 13-14	ADOPTED FY 14-15
63001	Miscellaneous Operating Expense	0	0	0	0
65050	I.S. Strategic Plan	37,115	0	0	0
66400	Machinery & Equipment	828,509	2,000,000	2,000,000	2,000,000
	SUBTOTAL TRANSFERS	<u>865,624</u>	<u>2,000,000</u>	<u>2,000,000</u>	<u>2,000,000</u>
	TOTAL	<u><u>865,624</u></u>	<u><u>2,000,000</u></u>	<u><u>2,000,000</u></u>	<u><u>2,000,000</u></u>

INTERNAL SERVICE FUNDS

FINANCE & MANAGEMENT SERVICES		ACCOUNTING UNIT			
Stores & Property Control		07510102			
Account Code	LINE ITEM RESOURCES	ACTUAL FY 11-12	ADOPTED FY 12-13	ADOPTED FY 13-14	ADOPTED FY 14-15
REVENUES*					
56000	Charges to Departments	529,839	437,455	0	0
57972	Sale of Equipment	0	0	0	0
	TOTAL FUND 75 REVENUES	<u>529,839</u>	<u>437,455</u>	<u>0</u>	<u>0</u>
<i>*Beginning FY 13-14, revenues & expenditures are reflected in Fund 76</i>					
EXPENDITURES*					
61000	Salaries & Wages-Regular	175,865	114,130	0	0
61020	Salaries & Wages-Temporary	49,157	62,960	0	0
61040	Salaries & Wages-Overtime	3,547	2,000	0	0
61100	Retirement Plan	17,071	12,105	0	0
61110	Part-Time Retirement	1,545	915	0	0
61120	Medicare Insurance	2,167	2,485	0	0
61130	Employees Insurance	37,862	26,010	0	0
61170	Retiree Health Insurance	1,914	1,185	0	0
61180	Compensation Insurance	3,271	1,950	0	0
	SUBTOTAL PERSONNEL	<u>292,400</u>	<u>223,740</u>	<u>0</u>	<u>0</u>
62010	Communications	0	500	0	0
62120	Training & Transportation	35	1,000	0	0
62300	Other Contractual Services	4,066	3,500	0	0
62700	Auto Expense	180	0	0	0
	SUBTOTAL CONTRACTUAL	<u>4,281</u>	<u>5,000</u>	<u>0</u>	<u>0</u>
63001	Operating Materials & Supplies	9,165	8,000	0	0
	SUBTOTAL COMMODITIES	<u>9,165</u>	<u>8,000</u>	<u>0</u>	<u>0</u>
65010	Equipment Rental, City	13,270	8,425	0	0
65100	Insurance (Risk Management)	2,560	2,230	0	0
65020	Corporate Yard Rental	183,751	177,310	0	0
65400	Indirect Operating Expenses	24,411	12,750	0	0
	SUBTOTAL FIXED CHARGES	<u>223,992</u>	<u>200,715</u>	<u>0</u>	<u>0</u>
	TOTAL	<u>529,839</u>	<u>437,455</u>	<u>0</u>	<u>0</u>
Class Code	AUTHORIZED PERSONNEL	ADOPTED FY 12-13		ADOPTED FY 13-14	
		Full Time	Part Time	Full Time	Part Time
1190	Executive Director, Finance & Management	0.03		0.00	
4780	Corporate Yard/Fleet Services Manager	0.00		0.00	
7010	Accounting Assistant	0.00		0.00	
7250	Property Control Specialist	1.00		0.00	
1310	Stock Clerk	1.00		0.00	
9470	Stores Aide (PT)		3.00		0.00
	TOTAL	<u>2.03</u>	<u>3.00</u>	<u>0.00</u>	<u>0.00</u>

INTERNAL SERVICE FUNDS

FINANCE & MANAGEMENT SERVICES Stores & Property Control	PROGRAM 07610102			
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, Motor Pool operations, Yard hazardous waste/e-waste disposal, and disposition of surplus City assets including unclaimed property.</p>				
Accomplishments in FY 12-13				
<ul style="list-style-type: none"> * Created a new Central Stores Fund 76 account to separate stores operations from Fleet Fund 75. * Selected Request for Proposal (RFP) winning vendor to implement Central Stores consignment business model. * Modernized surplus procedures by moving from traditional live auctions to online global auctions. * Implemented new web-based Motor Pool Car Reservation Program and trained Pool Car end-users. * Developed revenue reporting protocol for surplus sales proceeds from all sources. * Resolved long-running issues regarding appropriate OSHA-approved material for Yard staff uniforms. * Continued implementation of Stores Business Plan and 5-Year Alternative Energy Plan. * Performed physical count of Central Stores inventory (100% count) and Capital Assets (10% sample count). 				
Action Plan for FY 13-14				
<ul style="list-style-type: none"> * Develop mark-up rates for Central Stores inventory under new consignment business model. * Add Bio-Diesel 20, Propane, and Ethanol-85 fuel to FMCS Alternative Energy Procurement Program. * Improve procedures for tracking vehicles and other equipment awaiting surplus. * Adopt a consignment business model to replace current practice of purchasing fuel and Stores items. * 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. * Conduct annual and periodic physical inventory of Capital Assets, Store items, and Fleet parts. * Continue using online global auctions to dispose of surplus assets. 				
PERFORMANCE MEASURES	Actual FY 10-11	Actual FY 11-12	Estimated FY 12-13	Objective FY 13-14
Service Level				
\$ Value of Stores inventory	\$760,000	\$770,000	\$650,000	\$600,000
# of Product Lines carried	2,200	2,200	1,700	1,700
# of Store items issued	155,000	165,00	150,000	150,000
# of Surplus items processed:				
Vehicles	70	85	90	110
Others (electronics, furniture, etc.)	950	1,000	1,450	1,500
Total	1,020	1,085	1,540	1,610
Efficiency				
Per Full-Time Equivalent Stock Clerk:				
Average # of items issued	155,000	155,000	150,000	150,000
Average # of items received	50,000	50,000	75,000	75,000
Effectiveness				
% of requests processed within 24 hours	99%	99%	100%	100%
% of Surplus items auctioned:				
Vehicles	90%	90%	100%	100%
Others (electronics, furniture, etc.)	100%	100%	90%	100%

INTERNAL SERVICE FUNDS

FINANCE & MANAGEMENT SERVICES		ACCOUNTING UNIT			
Stores & Property Control		07610102			
Account Code	LINE ITEM RESOURCES	ACTUAL FY 11-12	ADOPTED FY 12-13	ADOPTED FY 13-14	ADOPTED FY 14-15
<u>REVENUES*</u>					
56000	Charges to Departments	0	0	518,410	527,405
57972	Sale of Equipment	0	0	15,000	15,000
	TOTAL FUND 75 REVENUES	<u>0</u>	<u>0</u>	<u>533,410</u>	<u>542,405</u>
<i>*Prior to FY 13-14, revenues & expenditures are reflected in Fund 75</i>					
<u>EXPENDITURES*</u>					
61000	Salaries & Wages-Regular	0	0	158,725	158,750
61020	Salaries & Wages-Temporary	0	0	67,780	67,780
61040	Salaries & Wages-Overtime	0	0	2,000	2,000
61100	Retirement Plan	0	0	26,070	32,070
61110	Part-Time Retirement	0	0	985	985
61120	Medicare Insurance	0	0	3,205	3,205
61130	Employees Insurance	0	0	36,390	39,720
61170	Retiree Health Insurance	0	0	2,155	1,790
61180	Compensation Insurance	0	0	2,865	2,870
	SUBTOTAL PERSONNEL	<u>0</u>	<u>0</u>	<u>300,175</u>	<u>309,170</u>
62010	Communications	0	0	500	500
62120	Training & Transportation	0	0	1,000	1,000
62300	Other Contractual Services	0	0	3,500	3,500
62700	Auto Expense	0	0	0	0
	SUBTOTAL CONTRACTUAL	<u>0</u>	<u>0</u>	<u>5,000</u>	<u>5,000</u>
63001	Operating Materials & Supplies	0	0	9,000	9,000
	SUBTOTAL COMMODITIES	<u>0</u>	<u>0</u>	<u>9,000</u>	<u>9,000</u>
65010	Equipment Rental, City	0	0	8,655	8,655
65100	Insurance (Risk Management)	0	0	2,230	2,230
65020	Corporate Yard Rental	0	0	177,310	177,310
65400	Indirect Operating Expenses	0	0	16,040	16,040
	SUBTOTAL FIXED CHARGES	<u>0</u>	<u>0</u>	<u>204,235</u>	<u>204,235</u>
	TOTAL	<u>0</u>	<u>0</u>	<u>518,410</u>	<u>527,405</u>
Class Code	AUTHORIZED PERSONNEL	ADOPTED FY 12-13		ADOPTED FY 13-14	
		Full Time	Part Time	Full Time	Part Time
1190	Executive Director, Finance & Management	0.00		0.03	
4780	Corporate Yard/Fleet Services Manager	0.00		0.15	
7010	Accounting Assistant	0.00		0.15	
7250	Property Control Specialist	0.00		1.00	
1310	Stock Clerk	0.00		1.00	
9470	Stores Aide (PT)		0.00		3.00
	TOTAL	<u>0.00</u>	<u>0.00</u>	<u>2.33</u>	<u>3.00</u>

INTERNAL SERVICE FUNDS

FINANCE & MANAGEMENT SERVICES
Corporate Yard Operations

PROGRAM
08510138

Statement of Purpose

To provide a safe, clean, secure, energy-efficient, and well-maintained facility to Corporate Yard tenants and users.

This program accounts for all revenues and expenditures associated with the 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, Biodiesel (B20), natural gas, electricity, ethanol (E85), 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 CDA, PWA and PRCSA as Yard tenants.

Accomplishments in FY 12-13

- * Completed and issued Request for Proposal for installation of a Corporate Yard public access Propane Fueling Station.
- * Constructed a State-certified transfer station to process waste collected by outsourced street sweeping operations.
- * Installed Electric Vehicle (EV) charging stations at several Corporate Yard locations.
- * Designed and built swales to better manage Corporate Yard water runoff.
- * Passed all AQMD-mandated inspections for Underground Storage Tanks and fuel vapor monitoring.
- * Started new protocol to inspect all incoming loads from City agencies for unauthorized dumps (e.g., fluorescent tubes).
- * Performed inspections for County Hazardous Waste and quarterly NPDES reports and corrected issues found.
- * Completed Yard enhancement projects: painting, weed abatement, signage, striping (directional and parking stalls).

Action Plan for FY 13-14

- * Continue implementation of Corporate Yard Business Plan and 5-Year Alternative Energy Plan.
- * Modify alternative energy fuel storage to include Bio-Diesel (B20), Ethanol (E85), and Compressed Natural Gas (CNG).
- * Construct new Corporate Yard propane fueling station to serve City Fleet vehicle operators and the general public.
- * Install a solar-powered automated Corporate Yard Car Wash facility.
- * Upgrade Corporate Yard security cameras to provide enhanced coverage of entire facility.
- * Replace 17-year old exercise equipment in Corporate 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 10-11	Actual FY 11-12	Estimated FY 12-13	Objective FY 13-14
Service Level				
Total acreage ^ square feet maintained	12 ^ 140,000	12/140,000	12/140,000	12/140,000
Total Volume of Fuel purchased by fuel type:				
Diesel (in Gallons)	42,388	41,000	22,828	22,000
Unleaded Gasoline (in Gallons)	292,229	288,554	86,012	86,000
Volume of Waste Products Disposed (in gallons)				
Used Oil Tank (oil and oil-based products)	n/a	4,000	4,000	4,000
Clarifier (shop floor and wash bay run-off)	n/a	10,000	10,000	10,000
Total	n/a	14,000	14,000	14,000
Efficiency				
Annual Maintenance & Operating Cost per sq. ft.	\$6.89	\$6.89	\$7.40	\$7.40
Annual Kwh of electricity consumed per sq. ft.	7.60	\$7.60	7.90	7.97
Annual Gas Therms consumed per sq. ft.	0.09	0.09	0.09	0.08
Effectiveness				
% of Action Plan completed	75%	75%	75%	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 11-12	ADOPTED FY 12-13	ADOPTED FY 13-14	ADOPTED FY 14-15
<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	86,260	86,260
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	177,310	177,310
56207	Water Maintenance	111,600	111,600	111,600	111,600
56208	Parking Meter & Facilities	4,599	0	11,040	11,040
57010	Miscellaneous Recoveries	25,000	25,000	25,000	25,000
58000	Earnings on Investments	1,000	1,000	1,000	1,000
	TOTAL REVENUES	987,504	982,905	994,905	994,905
<u>EXPENDITURES</u>					
61000	Salaries-Regular	0	0	19,885	19,900
61020	Salaries Part-Time	45,216	45,075	58,965	58,965
61100	Employee Retirement	0	0	2,945	3,700
61110	Part-Time Retirement	1,696	1,690	2,210	2,210
61120	Medicare Insurance	656	655	1,145	1,145
61130	Health Insurance	0	0	3,935	3,935
61170	Retiree Health Insurance	0	0	550	305
61180	Compensation Insurance	6,199	6,180	8,560	8,560
	SUBTOTAL PERSONNEL	53,767	53,600	98,195	98,720
62010	Communications	11,415	14,300	14,300	14,300
62251	Other Agency Services	24,850	17,000	17,000	17,000
62320	M&R Buildings & Grounds	88,368	63,000	63,000	63,000
62321	M&R Improvements	0	1,320	1,320	1,320
62322	M&R Machinery & Equipment	2,028	5,000	5,000	5,000
62300	Other Contractual Services	146,265	260,470	145,215	144,690
	SUBTOTAL CONTRACTUAL	272,925	361,090	245,835	245,310
63001	Operating Materials & Supplies	18,334	14,400	14,400	14,400
63202	Operating Materials & Supplies-Equipment	6,309	2,500	2,500	2,500
	SUBTOTAL COMMODITIES	24,643	16,900	16,900	16,900
65000	Building Rental	615,710	615,710	615,710	615,710
65010	Equipment Rental, City	8,585	2,620	2,600	2,600
65050	Information Services Strategic Plan	10,130	10,130	10,130	10,130
65400	Indirect Operating Expenses	4,617	3,210	5,535	5,535
	SUBTOTAL FIXED CHARGES	639,042	631,670	633,975	633,975
	TOTAL EXPENDITURES	990,376	1,063,260	994,905	994,905
Class Code	AUTHORIZED PERSONNEL	ADOPTED FY 12-13		ADOPTED FY 13-14	
		Full Time	Part Time	Full Time	Part Time
4780	Corporate Yard/Fleet Services Manager	0.00		0.10	
7010	Accounting Assistant	0.00		0.10	
9520	Senior Maintenance Aide II (PT)		3.00		4.00
	TOTAL	0.00	3.00	0.20	4.00

INTERNAL SERVICE FUNDS

FINANCE & MANAGEMENT SERVICES		ACCOUNTING UNIT		
Communication Services		10210140		
Statement of Purpose				
<p><i>To provide timely and reliable communications services (voice & data) to improve operational efficiency and effectiveness of all City agencies and departments</i></p> <p>Primary responsibilities of this unit are the design, installation, maintenance, and user support of all voice services (phone and voice mail), data connectivity services, and land circuits supporting radio operations and wireless data services. These services are provided to all of the City's operating locations. Additional responsibilities include the effective management and effective generation and distribution of monthly equipment and usage reports for each City department. These reports support City efforts to manage costs and maximize benefits from the City's private telephone system.</p>				
Accomplishments in FY 2012-2013				
<ul style="list-style-type: none"> * Upgraded the telephone system at the Zoo with a unit previously installed at the former SAFD Dispatch Office * Provided seven iPads and seven iPhones and services to the City Attorney's Office * Provided telecommunications services to 46 City Operating locations with 1,750 telephones and 2,040 extensions * Installed Voice Over Internet Protocol telephones at the Westend Police Substation * Assisted Building Maintenance in planning the data connection for the Municipal Utility Services kiosk in City Hall * Provided new iPads and wireless data services for several Councilmembers and Finance Administration staff * Completed 434 requests for "moves, additions and changes" within service level * Installed a parallel CENTIGRAM voicemail system in the SAPD switch room as a back up to the main City Hall unit * Assisted PWA and PRCSA in planning the communications infrastructure for the new Garfield Community Center * Worked proactively with all City Agencies/Departments to identify and reduce telecommunications costs * Installed data connections in the CAO and CMO ceilings in support of planned WIFI services 				
Action Plan FY 2013-2014				
<ul style="list-style-type: none"> * Assist Network Support Team in implementing the proposed Mobility Solutions Center * Upgrade the aging telephone systems at Newhope Library and Santa Anita Center with VoIP telephones * Work closely with all City Agencies/Department in identifying their telecommunications needs in order to manage telephone services and equipment used throughout the City * Explore the possibility of establishing an online City Directory with functional listings for internal staff use * Continue to work with the Treasury and Customer Service Division in planning the interface of the proposed IVR system with the City voicemail system * Continue to assist PWA and PRCSA in planning the communications infrastructure for Garfield Community Center * Monitor charges from telephone and data service providers for accuracy and cost control * Explore the feasibility of installing Monitoring and Event Alerting equipment in switchrooms located at Memorial Center, Jerome Center, El Salvador Center, Zoo, Centennial Park, Jail, SA Senior Center, Corbin/SW Senior Center * Continue to assist all City Agencies/Departments in expanding and improving wireless data applications 				
PERFORMANCE MEASURES	Actual	Actual	Estimated	Objective
	FY 10-11	FY 11-12	FY 12-13	FY 13-14
Service Level				
# of phone systems (pbx,key) operated and maintained	29	16	15	13
# of lines for telephones, faxes, and modems supported (combined # of extensions from all telephone systems in City)	2,200	2,027	2,040	2,050
# of voice, data and radio circuits supported (T-1's, 1MB's, ISDN, Trunks, DID Stations, 56K, and DSL leased circuits)	2,360	2,180	2,184	2,190
# of level 1 and level 2 requests for repair	105	129	79	100
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 11-12	ADOPTED FY 12-13	ADOPTED FY 13-14	ADOPTED FY 14-15
<u>REVENUES</u>					
56000	Telephone System Svcs Charges	1,565,857	1,551,000	1,551,000	1,173,606
58000	Earning on Investment	44,664	35,400	35,400	20,000
	TOTAL REVENUES	<u>1,610,520</u>	<u>1,586,400</u>	<u>1,586,400</u>	<u>1,193,606</u>
<u>EXPENDITURES</u>					
61000	Salaries & Wages-Regular	220,159	223,450	271,025	254,035
61040	Salaries & Wages-Overtime	0	0	0	0
61100	Retirement Plan	23,219	22,330	40,175	47,250
61120	Medicare Insurance	3,114	3,045	3,615	3,360
61130	Employees Insurance	27,377	28,590	35,320	36,520
61170	Retiree Health Insurance	2,739	1,490	5,665	3,370
61180	Compensation Insurance	4,070	4,205	5,265	4,760
	SUBTOTAL PERSONNEL	<u>280,678</u>	<u>283,110</u>	<u>361,065</u>	<u>349,295</u>
62010	Communications	678,655	860,100	748,000	748,000
62120	Training & Transportation	0	0	0	0
62140	Other Agency Services	0	0	0	0
62300	Other Contractual Services	153,313	300,640	218,700	218,700
62600	Parking Validation	920	2,800	2,800	2,800
62700	Auto Expense	420	380	420	420
	SUBTOTAL CONTRACTUAL	<u>833,307</u>	<u>1,163,920</u>	<u>969,920</u>	<u>969,920</u>
63001	Operating Materials & Supplies	2,640	5,065	3,300	3,300
63300	Gas & Diesel	0	0	325	325
	SUBTOTAL COMMODITIES	<u>2,640</u>	<u>5,065</u>	<u>3,625</u>	<u>3,625</u>
65010	Rental of City Equipment	5,360	2,820	2,650	2,650
65100	Insurance (Risk Management)	9,240	8,050	8,050	8,050
65050	Information Systems Strategic Plan	16,695	16,695	16,695	16,695
65000	Building Rental	5,240	5,240	5,240	5,240
65400	Indirect Operating Expenses	23,548	17,430	19,025	17,835
66000	Depreciation	0	0	0	0
	SUBTOTAL FIXED CHARGES	<u>60,083</u>	<u>50,235</u>	<u>51,660</u>	<u>50,470</u>
66400	Machinery & Equipment	0	64,070	468,140	468,140
66510	Computer Software	0	20,000	220,000	220,000
	SUBTOTAL CAPITAL	<u>0</u>	<u>84,070</u>	<u>688,140</u>	<u>688,140</u>
	TOTAL	<u><u>1,176,707</u></u>	<u><u>1,586,400</u></u>	<u><u>2,074,410</u></u>	<u><u>2,061,450</u></u>
Class Code	AUTHORIZED PERSONNEL	ADOPTED FY 12-13		ADOPTED FY 13-14	
		Full Time	Part Time	Full Time	Part Time
1190	Executive Director, Finance & Management	0.07		0.07	
0960	Information Services Manager	0.50		0.60	
0710	Assistant Director of Finance	0.00		0.05	
0710	Telecommunications Coordinator	1.00		1.00	
2670	Information Services Representative	0.60		0.60	
	TOTAL	<u>2.17</u>		<u>2.32</u>	

INTERNAL SERVICE FUNDS

FINANCE & MANAGEMENT SERVICES		ACCOUNTING UNIT			
Citywide Information Services Strategic Plan		10910-VARIOUS			
Account Code	LINE ITEM RESOURCES	ACTUAL FY 11-12	ADOPTED FY 12-13	ADOPTED FY 13-14	ADOPTED FY 14-15
<u>REVENUES</u>					
56000	Strategic Plan Charges	5,302,543	5,560,220	5,973,750	5,973,750
57010	Miscellaneous Recoveries	29,064	35,690	55,340	55,340
58000	Earning on Investment	38,473	31,310	38,500	38,500
	TOTAL REVENUES	5,370,080	5,627,220	6,067,590	6,067,590
<u>EXPENDITURES</u>					
10910141	Lawson Finance Utilities Software	1,439,953	1,482,750	398,899	398,899
10910142	Payroll Systems	718,707	955,685	595,628	699,288
10910143	SAPIN/MUS	423,764	413,540	425,700	425,700
10910144	Customer Service Systems	319,869	407,900	213,100	213,100
10910145	Miscellaneous Strategic Plan	867,705	1,225,610	2,306,557	2,271,120
10910146	Miscellaneous Citywide Projects	0	500,000	0	0
10910147	Maintenance & Support	2,203,073	2,917,990	2,917,990	2,917,990
10910148	Computer PC/Hardware Replacement	18,758	650,000	250,000	250,000
	TOTAL EXPENDITURES	5,991,830	8,553,475	7,107,874	7,176,097
OPERATING EXPENSE		ACTUAL FY 11-12	ADOPTED FY 12-13	ADOPTED FY 13-14	ADOPTED FY 14-15
61000	Personnel	1,229,096	1,410,085	2,040,890	2,112,225
62000	Contractual	3,155,801	3,890,075	3,968,248	4,021,038
63000	Commodities	57,252	195,825	39,760	39,760
65000	Fixed Charges	282,219	257,840	303,602	304,707
66000	Capital	169,321	1,701,500	755,374	698,367
67000	Debt Service	1,098,141	1,098,150	0	0
		5,991,830	8,553,475	7,107,874	7,176,097
Class Class	AUTHORIZED PERSONNEL	ADOPTED FY 12-13		ADOPTED FY 13-14	
		Full Time	Part Time	Full Time	Part Time
6470	Systems Support Analyst	1.00		1.00	
2660	Applications Systems Manager	0.50		1.00	
2630	Principal Programmer Analyst	0.00		5.00	
0020	Micro Systems Technician	2.00		2.00	
1006	Web Systems Technician	1.00		1.00	
1120	Accounting Manager	1.00		0.50	
7490	Senior Accountant	1.00		0.00	
1140	Accountant I	1.00		0.50	
7016	Senior Accounting Assistant/Systems Tech	2.00		1.33	
1355	Buyer/Systems Technician	1.00		0.33	
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		0.15	
0960	Information Services Manager	0.25		0.40	
0190	Administrative Services Manager	0.10		0.00	
7015	Accounting Assistant/Systems Tech	1.00		0.33	
2670	Information Services Representative	0.40		0.40	
	TOTAL	13.55		15.04	

INTERNAL SERVICE FUNDS

FINANCE & MANAGEMENT SERVICES	PROGRAM			
Technology Plan	109			
Statement of Purpose				
<p><i>To implement the recommendations of the City Information Systems Strategic Plan. The Plan is intended to help the City achieve its objectives by implementing modern information systems throughout the City at the least cost to the community.</i></p> <p>This program provides a road map for information technology consisting of projects on computing and connectivity infrastructure, citywide support systems, applications, data management, and data sharing. The benefits from this investment will include improved information access to support operations and make service delivery more cost-effective.</p>				
Accomplishments in FY FY 2012-2013				
<ul style="list-style-type: none"> * Upgraded Council live streaming to support iPad devices * Continued and finished the upgrade to the Microsoft Exchange email system to the latest version * VMWare cloud upgraded/converted * Deployed wireless access to SASC, Council Chambers, and CAO. Deployed Mobility solutions to CAO. * Upgraded the existing video surveillance system (VSS) at PD and assisting on expansion of VSS in the Civic Center. * Added disk to disk backup capabilities to the current system to deal with the large growth of data within the backup window. * Implemented SAPIN Online Scheduling program * Installed Treasury's systems enhancement (KIOSK) 				
Action Plan for FY 2013-2014				
<ul style="list-style-type: none"> * Deploy Wireless Infrastructure in City Facilities * Improve performance at remote locations by integrating multiple network links while controlling cost * Implement enhanced live streaming video capability for City Council Meetings * Implement archival and search capabilities for email and file data * Complete the architecture and deployment of data connectivity for external web apps to access internal information. * Upgrade PC's to Windows 7 Operating System * Upgrade Laserfiche to RIO (with Forms, Digital Signatures, Work Flow, LF Mobile) * Implement SAPIN Online Permit program * Install Treasury's system enhancements (IVR, E2G2) * Continue to support technology-based Homeland Security initiatives. * Continue efforts to proactively manage enterprise wide area network and local area networks to preclude downtime. * Work to provide support for the City's strategic initiatives to provide better services for less money. * Perform regular refresh of data center and network systems to ensure maximum performance and uptime * Implement and support guest wireless access for patrons in all City facilities * Perform a major upgrade to the Lawson Financial System application and environment * Install additional modules for the Payroll System (Empl/mgr self serve) 				
PERFORMANCE MEASURES	Actual	Actual	Estimated	Objective
	FY 10-11	FY 11-12	FY 12-13	FY 13-14
Service Level				
Number of City email users supported	2,032	2,061	2,061	1,634
Number of PCs (desktops and laptops) upgraded/maintained at standard level	1,923	2,000	2,000	1,968
Number of City staff with Internet connections	1,850	1,835	1,835	1,231
* This number increased due to the Police Department needing all officers to access certain web sites				

INTERNAL SERVICE FUNDS

FINANCE & MANAGEMENT SERVICES ERP System		ACCOUNTING UNIT 10910141			
Account Code	LINE ITEM RESOURCES	ACTUAL FY 11-12	ADOPTED FY 12-13	ADOPTED FY 13-14	ADOPTED FY 14-15
61040	Salaries Overtime	846	0	0	0
	SUBTOTAL PERSONNEL	<u>846</u>	<u>0</u>	<u>0</u>	<u>0</u>
62010	Communications	652	0	0	0
62300	Contract Services - Professional	340,314	234,600	398,899	398,899
62302	Contract Vendor - Personnel Services	0	50,000	0	0
	SUBTOTAL CONTRACTUAL	<u>340,966</u>	<u>284,600</u>	<u>398,899</u>	<u>398,899</u>
66400	Machinery & Equipment	0	50,000	0	0
66510	Computer Software	0	50,000	0	0
	SUBTOTAL CAPITAL	<u>0</u>	<u>100,000</u>	<u>0</u>	<u>0</u>
67200	Principal-Capital Lease	1,043,130	1,012,930	0	0
67210	Interest-Capital Lease	55,012	85,220	0	0
	SUBTOTAL DEBT SERVICE	<u>1,098,141</u>	<u>1,098,150</u>	<u>0</u>	<u>0</u>
	TOTAL	<u><u>1,439,953</u></u>	<u><u>1,482,750</u></u>	<u><u>398,899</u></u>	<u><u>398,899</u></u>

INTERNAL SERVICE FUNDS

FINANCE & MANAGEMENT SERVICES		ACCOUNTING UNIT			
Payroll Systems		10910142			
Account Code	LINE ITEM RESOURCES	ACTUAL FY 11-12	ACTUAL FY 12-13	ADOPTED FY 13-14	ADOPTED FY 14-15
61000	Salaries Regular	335,113	327,140	226,395	230,220
61040	Salaries Overtime	1,940	40,800	5,000	5,000
61100	Retirement-Employer Contribution	34,622	36,870	33,560	42,820
61120	Medicare Insurance	1,850	1,580	1,565	1,565
61130	Health Insurance	47,208	55,325	42,910	42,910
61170	Retiree Health Benefits	3,808	2,630	4,985	3,715
61180	Workers Compensation Insurance	4,483	3,400	2,355	2,395
	SUBTOTAL PERSONNEL	<u>429,023</u>	<u>467,745</u>	<u>316,770</u>	<u>328,625</u>
62300	Contract Services - Professional	180,983	313,525	129,646	221,186
	SUBTOTAL CONTRACTUAL	<u>180,983</u>	<u>313,525</u>	<u>129,646</u>	<u>221,186</u>
63001	Misc. Operating Expenses	4,923	5,000	4,000	4,000
	SUBTOTAL COMMODITIES	<u>4,923</u>	<u>5,000</u>	<u>4,000</u>	<u>4,000</u>
65000	Building Rental	68,120	68,120	85,822	85,822
65400	Indirect Costs	35,659	26,195	16,245	16,510
	SUBTOTAL FIXED CHARGES	<u>103,779</u>	<u>94,315</u>	<u>102,067</u>	<u>102,332</u>
66510	Computer Software	0	75,100	43,145	43,145
	SUBTOTAL CAPITAL	<u>0</u>	<u>75,100</u>	<u>43,145</u>	<u>43,145</u>
	TOTAL	<u><u>718,707</u></u>	<u><u>955,685</u></u>	<u><u>595,628</u></u>	<u><u>699,288</u></u>
Class Code	AUTHORIZED PERSONNEL	ADOPTED FY 12-13		ADOPTED FY 13-14	
		Full Time	Part Time	Full Time	Part Time
1120	Accounting Manager	1.00		0.50	
7490	Senior Accountant	1.00		0.00	
7400	Payroll Systems Analyst	1.00		1.00	
1140	Accountant I	1.00		0.50	
	TOTAL	<u>4.00</u>		<u>2.00</u>	

INTERNAL SERVICE FUNDS

FINANCE & MANAGEMENT SERVICES		ACCOUNTING UNIT			
SAPIN/MUS		10910143			
Account Code	LINE ITEM RESOURCES	ACTUAL FY 11-12	ADOPTED FY 12-13	ADOPTED FY 13-14	ADOPTED FY 14-15
62300	Contract Services - Professional	423,764	413,540	425,700	425,700
	SUBTOTAL CONTRACTUAL	<u>423,764</u>	<u>413,540</u>	<u>425,700</u>	<u>425,700</u>
	TOTAL	<u><u>423,764</u></u>	<u><u>413,540</u></u>	<u><u>425,700</u></u>	<u><u>425,700</u></u>

FINANCE & MANAGEMENT SERVICES		ACCOUNTING UNIT			
Customer Service Systems		10910144			
Account Code	LINE ITEM RESOURCES	ACTUAL FY 11-12	ADOPTED FY 12-13	ADOPTED FY 13-14	ADOPTED FY 14-15
62010	Communications	11,452	11,900	9,500	9,500
62120	Training & Transportation	9,980	25,000	25,000	25,000
62300	Contract Services - Professional	295,137	366,000	173,600	173,600
	SUBTOTAL CONTRACTUAL	<u>316,568</u>	<u>402,900</u>	<u>208,100</u>	<u>208,100</u>
63001	Misc. Operating Expenses	3,301	5,000	5,000	5,000
	SUBTOTAL COMMODITIES	<u>3,301</u>	<u>5,000</u>	<u>5,000</u>	<u>5,000</u>
	TOTAL	<u><u>319,869</u></u>	<u><u>407,900</u></u>	<u><u>213,100</u></u>	<u><u>213,100</u></u>

INTERNAL SERVICE FUNDS

FINANCE & MANAGEMENT SERVICES		ACCOUNTING UNIT			
Miscellaneous Strategic Plan		10910145			
Account Code	LINE ITEM RESOURCES	ACTUAL FY 11-12	ADOPTED FY 12-13	ADOPTED FY 13-14	ADOPTED FY 14-15
61000	Salaries Regular	579,007	724,855	1,298,840	1,310,840
61020	Salaries Part-Time	49,090	21,350	0	0
61040	Salaries Overtime	312	0	0	0
61100	Retirement-Employer Contribution	65,623	67,330	192,540	243,815
61110	Retirement Part-Time	780	800	0	0
61120	Medicare Insurance	7,673	9,430	18,585	18,755
61130	Health Insurance	80,683	103,010	179,370	179,370
61170	Retiree Health Benefits	7,141	5,760	19,180	15,065
61180	Workers Compensation Insurance	8,919	9,805	15,605	15,755
	SUBTOTAL PERSONNEL	<u>799,227</u>	<u>942,340</u>	<u>1,724,120</u>	<u>1,783,600</u>
62300	Contract Services - Professional	798	154,600	343,750	305,000
62700	Auto Expense	600	500	500	500
	SUBTOTAL CONTRACTUAL	<u>1,398</u>	<u>155,100</u>	<u>344,250</u>	<u>305,500</u>
65400	Indirect Costs	67,080	53,170	91,180	92,020
	SUBTOTAL FIXED CHARGES	<u>67,080</u>	<u>53,170</u>	<u>91,180</u>	<u>92,020</u>
66510	Computer Software	0	75,000	147,007	90,000
	SUBTOTAL CAPITAL	<u>0</u>	<u>75,000</u>	<u>147,007</u>	<u>90,000</u>
	TOTAL	<u><u>867,705</u></u>	<u><u>1,225,610</u></u>	<u><u>2,306,557</u></u>	<u><u>2,271,120</u></u>

Class Code	AUTHORIZED PERSONNEL	ADOPTED FY 12-13		ADOPTED FY 13-14	
		Full Time	Part Time	Full Time	Part Time
6470	Systems Support Analyst	1.00		1.00	
2660	Applications/Tech Support Manager	0.50		1.00	
0020	Micro Systems Technician	2.00		2.00	
1006	Web Systems Technician	1.00		1.00	
1190	Executive Director, Finance & Management	0.10		0.10	
1180	Assistant Director of Finance & Mgmt. Svcs.	0.20		0.15	
0960	Information Services Manager	0.25		0.40	
0190	Administrative Services Manager	0.10		0.00	
2630	Principal Programmer Analyst	0.00		5.00	
7016	Senior Accounting Assistant/Systems Tech	2.00		1.33	
7015	Accounting Assistant/Systems Tech	1.00		0.33	
1355	Buyer/Systems Technician	1.00		0.33	
2670	Information Services Representative	0.40		0.40	
	TOTAL	<u>9.55</u>		<u>13.04</u>	

In prior years, the IS Strategic plan was accounted for in Fund 79. The IS Strategic Plan is now accounted for in Fund 109.

INTERNAL SERVICE FUNDS

FINANCE & MANAGEMENT SERVICES		ACCOUNTING UNIT			
Miscellaneous Citywide Projects		10910146			
Account Code	LINE ITEM RESOURCES	ACTUAL FY 11-12	ADOPTED FY 12-13	ADOPTED FY 13-14	ADOPTED FY 14-15
66400	Machinery & Equipment	0	500,000	0	0
	SUBTOTAL CAPITAL	<u>0</u>	<u>500,000</u>	<u>0</u>	<u>0</u>
	TOTAL	<u><u>0</u></u>	<u><u>500,000</u></u>	<u><u>0</u></u>	<u><u>0</u></u>
FINANCE & MANAGEMENT SERVICES		ACCOUNTING UNIT			
Maintenance & Support		10910147			
Account Code	LINE ITEM RESOURCES	ACTUAL FY 11-12	ADOPTED FY 12-13	ADOPTED FY 13-14	ADOPTED FY 14-15
62010	Communications	23,007	28,695	24,000	24,000
62120	Training & Transportation	291	600	600	600
62300	Contract Services - Professional	1,868,825	2,291,115	2,437,053	2,437,053
	SUBTOTAL CONTRACTUAL	<u>1,892,122</u>	<u>2,320,410</u>	<u>2,461,653</u>	<u>2,461,653</u>
63001	Misc. Operating Expenses	30,270	35,825	30,760	30,760
	SUBTOTAL COMMODITIES	<u>30,270</u>	<u>35,825</u>	<u>30,760</u>	<u>30,760</u>
65000	Building Rental	103,525	103,525	103,525	103,525
65100	Insurance Charges	7,835	6,830	6,830	6,830
	SUBTOTAL FIXED CHARGES	<u>111,360</u>	<u>110,355</u>	<u>110,355</u>	<u>110,355</u>
66400	Machinery & Equipment	169,321	418,600	282,422	282,422
66510	Computer Software	0	32,800	32,800	32,800
	SUBTOTAL CAPITAL	<u>169,321</u>	<u>451,400</u>	<u>315,222</u>	<u>315,222</u>
	TOTAL	<u><u>2,203,073</u></u>	<u><u>2,917,990</u></u>	<u><u>2,917,990</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 11-12	ADOPTED FY 12-13	ADOPTED FY 13-14	ADOPTED FY 14-15
63001	Misc. Operating Expenses	18,758	150,000	0	0
	SUBTOTAL COMMODITIES	<u>18,758</u>	<u>150,000</u>	<u>0</u>	<u>0</u>
66400	Machinery & Equipment	0	500,000	250,000	250,000
	SUBTOTAL CAPITAL	<u>0</u>	<u>500,000</u>	<u>250,000</u>	<u>250,000</u>
	TOTAL	<u><u>18,758</u></u>	<u><u>650,000</u></u>	<u><u>250,000</u></u>	<u><u>250,000</u></u>
<p><i>Note: Prior to FY09-10 the PC replacement budget was funded through transfers into fund 110.</i></p>					

INTERNAL SERVICE FUNDS

PERSONNEL SERVICES Liability & Property	PROGRAM 08009051			
Statement of Purpose				
<p><i>To protect the City's assets from financial and operational impairment.</i></p> <p>This program protects the City's assets by providing insurance, risk sharing, risk transferring and risk assumption. Liability claims are handled in-house and are settled or denied impartially based upon the City's negligence. Adequate property insurance is maintained with an annual property values update. A self-inspection program of City properties is regularly conducted to minimize exposures and losses.</p>				
Accomplishments in FY 2012-2013				
<ul style="list-style-type: none"> * Completed audit of DMV Employee Pull program. * Successfully passed the BICEP Liability Claims Audit. * Upgraded Risk Management intranet website resources. * Recovered \$28,000 in property insurance claims. * Installed Automated External Defibrillators throughout City facilities. * Conducted Citywide chemical inventory and initiated training. * Created MSDA online database. * Trained employees in CPR/First Aid. 				
Action Plan for FY 2013-2014				
<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. * Implement a Hazardous Communications Program. * Implement departmental cost allocation program. * Comply with the Federal Medicare Reporting requirements. 				
PERFORMANCE MEASURES	Actual FY 10-11	Actual FY 11-12	Estimate FY 12-13	Objective FY 13-14
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	53	41	40	35
# of Special coverages placed for leisure class programs	46	40	35	35
Insurance Cost in \$	\$1,158,455	\$1,371,997	\$1,474,679	\$1,500,000
Efficiency				
# of Liability Claims Filed Annually	171	137	128	170
Closure Ratio	80%	130%	80%	85%

INTERNAL SERVICE FUNDS

PERSONNEL SERVICES		ACCOUNTING UNIT			
Liability & Property		08009051			
Account Code	LINE ITEM RESOURCES	ACTUAL FY 11-12	ADOPTED FY 12-13	ADOPTED FY 13-14	ADOPTED FY 14-15
<u>REVENUES</u>					
56000	Charges to Departments	8,616,969	6,383,710	6,224,424	6,230,000
57006	Expense Reimbursement	0	0	0	0
58000	Earnings on Investments	155,004	137,535	86,041	91,815
	TOTAL REVENUES	<u>8,771,973</u>	<u>6,521,245</u>	<u>6,310,465</u>	<u>6,321,815</u>
<u>EXPENDITURES</u>					
61000	Salaries & Wages-Regular	315,491	296,500	298,490	298,855
61020	Salaries & Wages-Temporary	4,557	0	0	0
61040	Salaries & Wages Overtime	762	10,000	10,000	10,000
61100	Retirement Plan	41,652	26,170	32,195	40,100
61110	Part-Time Retirement	171	0	0	0
61120	Medicare Insurance	3,783	4,300	4,330	4,335
61130	Employees Insurance	34,625	41,020	44,800	47,840
61170	Retiree Health Insurance	5,506	3,750	5,225	5,230
61180	Compensation Insurance	13,611	5,315	5,430	5,435
	SUBTOTAL PERSONNEL	<u>420,159</u>	<u>387,055</u>	<u>400,470</u>	<u>411,795</u>
62010	Communications	2,017	4,675	4,675	4,675
62120	Training & Transportation	589	4,000	4,000	4,000
62140	Other Agency Services	75	9,450	9,450	9,450
62300	Other Contractual Services	284,390	40,000	40,000	40,000
62302	Other Personnel Services	936,365	1,239,790	1,000,000	1,000,000
62322	M&R Machinery & Equipment	0	1,000	1,000	1,000
62600	Parking Validations	19	250	250	250
62700	Auto Expense	2,400	900	1,200	1,200
	SUBTOTAL CONTRACTUAL	<u>1,225,855</u>	<u>1,300,065</u>	<u>1,060,575</u>	<u>1,060,575</u>
63001	Operating Materials & Supplies	15,098	17,000	17,000	17,000
63300	Gas & Diesel	0	0	238	238
	SUBTOTAL COMMODITIES	<u>15,098</u>	<u>17,000</u>	<u>17,238</u>	<u>17,238</u>
64010	Insurance (Risk Management)	1,424,232	1,600,000	1,600,000	1,600,000
64050	Losses Paid	1,780,212	1,750,000	3,036,057	2,036,057
64060	Insurance Pass Through	0	2,800,000	0	0
64070	Unemployment Claims Paid	282,012	475,000	150,000	150,000
65000	Building & Site Rental	19,090	19,090	19,090	19,090
65010	Equipment Rental, City	6,780	2,700	2,700	2,700
65050	Information Services Strategic Plan	391,580	391,580	391,580	391,580
65205	Internal Depts. Personnel Charges	484,760	538,930	593,100	593,100
65400	Indirect Operating Expenses	32,755	21,825	21,655	21,680
	SUBTOTAL FIXED CHARGES	<u>4,421,422</u>	<u>7,599,125</u>	<u>5,814,182</u>	<u>4,814,207</u>
66200	Buildings	0	0	0	0
66400	Machinery & Equipment	0	10,000	10,000	10,000
66510	Computer Software	0	2,500	2,500	2,500
66600	Books, Records & Videos	0	5,500	5,500	5,500
	SUBTOTAL CAPITAL	<u>0</u>	<u>18,000</u>	<u>18,000</u>	<u>18,000</u>
68000	11 Transfer to General Fund	6,039,160	0	0	0
	SUBTOTAL MISCELLANEOUS	<u>6,039,160</u>	<u>0</u>	<u>0</u>	<u>0</u>
	TOTAL EXPENDITURES	<u>12,121,694</u>	<u>9,321,245</u>	<u>7,310,465</u>	<u>6,321,815</u>

INTERNAL SERVICE FUNDS

PERSONNEL SERVICES		ACCOUNTING UNIT			
Liability & Property		08009051			
Class Code	AUTHORIZED PERSONNEL	ADOPTED FY 12-13		ADOPTED FY 13-14	
		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	
01754	Senior Risk Management Technician	0.50		0.50	
07690	Loss Control Analyst	0.50		0.50	
07390	Executive Secretary	0.15		0.15	
01670	Sr. Paralegal (UC)*	1.00		1.00	
	TOTAL	<u>2.85</u>	<u>0.00</u>	<u>2.85</u>	<u>0.00</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 2012-2013				
<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. * Automated POA Premium FSA plan through payroll and eliminated manual processing of enrollments and reimbursements. * Increased enrollment in POA Premium FSA. 				
Action Plan for FY 2013-2014				
<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 10-11	FY 11-12	FY 12-13	FY 13-14
Service Level				
# of Health FSA enrollments	271	251	179	200
# of Dependent Care FSA enrollments	41	38	29	40
# of Premium FSA enrollments	90	102	229	0
Annual \$ amount of Health FSA enrollments	\$340,763	\$309,566	\$215,714	\$300,000
Annual \$ amount of Dependent Care enrollments	\$118,391	\$115,730	\$111,219	\$130,000
Annual \$ amount of Premium FSA enrollments	\$154,160	\$219,285	\$268,507	\$0
# claims processed annually for Health FSA	708	573	650	650
# claims processed annually for Dependent Care FSA	278	230	240	240
# claims processed annually for Premium FSA	153	179	400	0

PERSONNEL SERVICES
Section 125 Benefits

ACCOUNTING UNIT
08109052

Account Code	LINE ITEM RESOURCES	ACTUAL FY 11-12	ADOPTED FY 12-13	ADOPTED FY 13-14	ADOPTED FY 14-15
<u>EXPENDITURES</u>					
64090	Benefit Payments-Medical	307,058	300,000	300,000	300,000
64091	Benefit Payments-Health Care	188,225	250,000	0	0
64093	Benefit Payments-Child Care	109,797	130,000	130,000	130,000
64094	Flex Account Bank Charges	4,451	2,000	7,000	7,000
	SUBTOTAL FIXED CHARGES	<u>609,531</u>	<u>682,000</u>	<u>437,000</u>	<u>437,000</u>
	TOTAL EXPENDITURES	<u><u>609,531</u></u>	<u><u>682,000</u></u>	<u><u>437,000</u></u>	<u><u>437,000</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 2012-2013				
<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 2013-2014				
<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 10-11	FY 11-12	FY 12-13	FY 13-14
Service Level				
# of new employees processed	144	156	125	100
# of separating employees processed	166	397	140	150
# of retirements processed/counseled	333	392	168	200
# of employees utilizing EAP resources	55	51	60	60
# of Family Medical Leave cases processed	57	62	60	60
# of flu vaccines administered	211	122	98	100
# of insurance enrollments/changes processed	2,586	1,315	2,000	1,500
# of employees participating in blood drives	37	40	35	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			
Account Code	LINE ITEM RESOURCES	ACTUAL FY 11-12	ADOPTED FY 12-13	ADOPTED FY 13-14	ADOPTED FY 14-15
<u>REVENUES</u>					
56000	Charges to Departments	19,227,737	16,787,491	16,720,243	18,124,590
56800	Employee Contributions	1,337,740	1,253,370	1,053,064	1,105,718
56801	Medical Contribution	311,066	300,000	300,000	300,000
56802	Child Care Contribution	115,730	250,000	130,000	130,000
56803	Health Premium Contribution	219,285	130,000	0	0
56804	POA Retirement ER Contribution	369,457	458,477	463,021	504,693
57010	Miscellaneous Recoveries	0	0	0	0
58000	Earnings on Investments	15,997	14,000	14,000	14,700
	TOTAL REVENUES	21,597,012	19,193,339	18,680,328	20,179,701
<u>EXPENDITURES</u>					
61000	Salaries & Wages-Regular	449,003	594,420	541,405	546,260
61020	Salaries & Wages-Temporary	15,628	17,350	17,345	17,345
61040	Salaries & Wages-Overtime	0	12,000	12,000	12,000
61100	Retirement Plan	44,947	71,920	80,260	101,605
61110	Part-Time Retirement	586	650	650	650
61120	Medicare Insurance	6,665	8,870	8,100	8,170
61130	Employees Insurance	38,762	52,730	47,585	52,055
61170	Retiree Health Insurance	7,442	10,400	9,475	9,560
61180	Compensation Insurance	5,893	7,695	7,145	7,195
	SUBTOTAL PERSONNEL	568,926	776,035	723,965	754,840
62010	Communications	4,008	5,060	4,301	4,301
62120	Training & Transportation	1,945	15,000	15,000	15,000
62140	Other Agency Services	0	10,000	10,000	10,000
62300	Other Contractual Services	21,637	19,600	19,600	19,600
62302	Other Personnel Services	34,410	45,000	45,000	45,000
62322	M&R Machinery & Equipment	852	3,080	3,080	3,080
62600	Parking Validations	338	475	475	475
62700	Auto Expense	800	1,800	1,800	1,800
	SUBTOTAL CONTRACTUAL	63,990	100,015	99,256	99,256
63000	Office Supplies	0	0	0	0
63001	Operating Materials & Supplies	5,348	20,000	20,000	20,000
	SUBTOTAL COMMODITIES	5,348	20,000	20,000	20,000
64010	Insurance	18,381,759	19,187,490	16,720,242	18,124,589
64060	Insurance Pass Thru (Medicare)	1,767,580	1,747,280	1,312,133	1,377,739
64092	Benefit Payments-Wellness	232	10,000	10,000	10,000
65000	Building & Site Rental	43,955	43,955	48,488	48,488
65050	Information Services Strategic Plan	227,945	227,945	227,945	227,945
65400	Indirect Operating Expenses	47,439	44,410	40,065	58
	SUBTOTAL FIXED CHARGES	20,468,910	21,261,080	18,358,872	19,788,820
66400	Machinery & Equipment	0	3,000	3,000	3,000
66510	Computer Software	0	1,000	1,000	1,000
	SUBTOTAL CAPITAL	0	4,000	4,000	4,000
	TOTAL EXPENDITURES	21,107,174	22,161,130	19,206,093	20,666,916

INTERNAL SERVICE FUNDS

PERSONNEL SERVICES		ACCOUNTING UNIT			
Employee Group Benefits		08109053			
Class Code	AUTHORIZED PERSONNEL	ADOPTED FY 12-13		ADOPTED FY 13-14	
		Full Time	Part Time	Full Time	Part Time
01830	Executive Director, Personnel Services	0.40		0.40	
00151	Principal Management Analyst	1.00		1.00	
00770	Senior Personnel Technician	1.50		1.50	
00471	Benefits Supervisor	0.75		0.75	
07530	Senior Personnel Secretary	0.30		0.30	
07300	Senior Personnel Services Specialist	2.00		2.00	
07070	Personnel Services Specialist	0.40		0.40	
	TOTAL	<u>6.35</u>	<u>0.00</u>	<u>6.35</u>	<u>0.00</u>

INTERNAL SERVICE FUNDS

PERSONNEL SERVICES Workers' Compensation	PROGRAM 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 2012-2013				
<ul style="list-style-type: none"> * Recovered \$197,709 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. * Complied with State annual adjuster training requirements. * Successfully passed the BICEP workers' compensation claim audit scoring 98%. * Developed a Citywide Health and Safety Manual (IIPP). * Upgraded Risk Management Intranet website resources. 				
Action Plan for FY 2013-2014				
<ul style="list-style-type: none"> * Comply with Federal and State electronic claim reporting and payment processing requirements. * Comply with State's mandated claims staff training requirements. * Implement departmental cost allocation program. * Evaluate manual processes for electronic streamlining and cost efficiency. * Comply with City's Records Retention Schedule. * Manage subrogation and excess insurance claims for maximum recovery. * Comply with State of California Workers' Compensation Reform SB 863 requirements. * 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 10-11	FY 11-12	FY 12-13	FY 13-14
Service Level				
# of new claims	318	266	213	211
% of outstanding litigated open claims	12%	19%	17%	15%
# of new litigated claims	28	21	25	20
# of hearing tests administered	0	4	158	200
Excess workers' compensation premium costs	252,871	208,981	208,981	208,981
Efficiency				
Cost of claims in \$	\$5,354,912	\$5,714,947	\$4,629,108	\$4,629,108
Effectiveness				
% of preventable traffic collisions	0%	0%	2%	2%

INTERNAL SERVICE FUNDS

PERSONNEL SERVICES		ACCOUNTING UNIT			
Workers' Compensation		08209054			
Account Code	LINE ITEM RESOURCES	ACTUAL FY 11-12	ADOPTED FY 12-13	ADOPTED FY 13-14	ADOPTED FY 14-15
<u>REVENUES</u>					
56000	Charges to Departments	8,794,795	6,259,505	5,900,635	6,195,665
57006	Expense Reimbursement	231,374	257,070	306,955	322,302
57010	Miscellaneous Recoveries	0	0	0	0
58000	Earnings on Investments	161,189	150,000	72,065	75,667
58001	Staled Dated Checks	55,004	0	0	0
	TOTAL REVENUES	9,242,362	6,666,575	6,279,655	6,593,635
<u>EXPENDITURES</u>					
61000	Salaries Regular	824,888	712,770	686,850	688,535
61020	Salaries Part-Time	4,557	24,025	24,025	24,025
61040	Salaries Overtime	865	10,000	10,000	10,000
61100	Retirement Contribution	91,748	86,240	101,820	128,070
61110	Part-Time Retirement	171	0	0	0
61120	Medicare Insurance	11,022	10,335	9,960	9,985
61130	Employees Insurance	98,190	99,800	89,235	95,340
61170	Retiree Health Insurance	13,078	9,170	12,910	12,945
61180	Compensation Insurance	18,471	9,665	9,490	9,515
	SUBTOTAL PERSONNEL	1,062,991	962,005	944,290	978,415
62010	Communications	5,394	5,865	5,865	5,865
62120	Training & Transportation	3,744	21,800	21,800	21,800
62140	Other Agency Services	650	75,000	75,000	75,000
62300	Contractual Services-Professional	192,840	175,000	175,000	175,000
62302	Other Personnel Services	562,968	650,000	650,000	650,000
62322	M&R Machinery & Equipment	0	1,000	1,000	1,000
62600	Parking Validation	157	1,000	1,000	1,000
62700	Auto Expense	2,400	700	700	700
	SUBTOTAL CONTRACTUAL	768,153	930,365	930,365	930,365
63001	Operating Materials & Supplies	20,807	28,000	28,000	28,000
	SUBTOTAL COMMODITIES	20,807	28,000	28,000	28,000
64010	Insurance (Risk Management)	214,120	475,000	400,000	400,000
64080	Benefits Payments	4,994,849	5,500,000	4,200,000	4,200,000
65000	Building & Site Rental	42,965	42,965	42,965	42,965
65010	Equipment Rental City	0	0	0	0
65050	Information Services Strategic Plan	118,995	118,995	118,995	118,995
65205	Internal Depts. Personnel Charges	14,485	14,485	14,485	14,485
65400	Indirect Operating Expenses	84,462	51,460	48,920	49,035
	SUBTOTAL FIXED CHARGES	5,469,877	6,202,905	4,825,365	4,825,480
66400	Machinery & Equipment	0	10,000	10,000	10,000
66510	Computer Software	0	2,500	2,500	2,500
66600	Books, Records & Video	1,872	5,500	5,500	5,500
	SUBTOTAL CAPITAL	1,872	18,000	18,000	18,000
68000	Transfer to Fund 11	9,674,075	0	0	0
	SUBTOTAL TRANSFERS	9,674,075	0	0	0
	TOTAL EXPENDITURES	16,997,775	8,141,275	6,746,020	6,780,260

INTERNAL SERVICE FUNDS

Workers' Compensation		08209054			
Class Code	AUTHORIZED PERSONNEL	ADOPTED FY 12-13		ADOPTED FY 13-14	
		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	
01754	Senior Risk Management Technician	0.50		0.50	
07551	Workers' Comp. Supervisor	1.00		1.00	
07540	Senior Workers' Comp. Claims Examiner	2.00		2.00	
07575	Senior Workers' Comp. Systems Technician	1.00		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	
	TOTAL	<u>7.85</u>	<u>0.00</u>	<u>7.85</u>	<u>0.00</u>

**INTERNAL SERVICE FUNDS
RESOURCE SUMMARY**

PUBLIC WORKS AGENCY

ACTIVITIES	ACTUAL FY 11-12	ADOPTED FY 12-13	ADOPTED FY 13-14	ADOPTED FY 14-15	
REVENUES					
Engineering Services					
51702	Parking Permit Fees	93,473	100,000	95,000	95,000
51703	Sewer Construction Permits	36,517	13,000	15,000	15,000
51704	Street Construction Permits	259,893	150,000	175,000	175,000
56000	Charges to Depts/Projects	5,601,032	3,514,965	5,039,225	4,683,125
56300	Engineering Cost Allocation	10,000	0	10,000	10,000
56305	Engineering Service Charge	208,346	150,000	150,000	150,000
57006	Expense Reimbursement	62,276	20,000	20,000	20,000
57010	Miscellaneous Recoveries	405	0	0	0
57790	Abandonment Processing	0	0	0	0
58000	Earning on Investment	4,618	3,000	0	0
59000-11	Transfer from Gas Tax Fund 011	0	2,400,000	0	0
59000-29	Transfer from Gas Tax Fund 029	0	0	0	0
	SUBTOTAL REVENUES	6,276,559	6,350,965	5,504,225	5,148,125
Administrative Services					
56000	Charges to Depts/Projects	4,366,910	3,874,545	4,339,790	4,298,055
57006	Expense Reimbursement - SCE Partnership	31,820	60,000	100,000	100,000
	Expense Reimbursement - SCE Partnership			30,000	30,000
57010	Expense Reimbursement - Strategies Grant II	128,927	494,000	233,420	233,420
	Expense Reimbursement - Strategies Grant II			200,000	200,000
57384	SCE Incentives	71,222	0	0	0
58000	Earning on Investment	7,400	8,800	3,000	3,000
	SUBTOTAL REVENUES	4,606,279	4,437,345	4,906,210	4,864,475
	TOTAL REVENUES	10,882,838	10,788,310	10,410,435	10,012,600
EXPENDITURES					
Engineering Services					
08617610	Transportation	392,102	0	0	0
08617611	Construction Engineering	2,167,420	1,617,875	2,276,230	2,295,810
08617612	Design Engineering	1,844,013	2,168,465	2,827,995	2,852,315
08617620	Traffic & Transportation	2,189,000	2,410,625	0	0
	SUBTOTAL	6,592,534	6,196,965	5,104,225	5,148,125
Administrative Services					
10117601	Administration	4,027,000	4,411,680	4,079,155	4,114,240
10117605	Development Engineering	955,990	1,029,835	1,162,955	1,166,905
	SUBTOTAL	4,982,990	5,441,515	5,242,110	5,281,145
	TOTAL	11,575,524	11,638,480	10,346,335	10,429,270
OPERATING EXPENSE	ACTUAL FY 11-12	PROJECTED FY 12-13	ADOPTED FY 13-14	ADOPTED FY 14-15	
61000	Personnel	8,196,732	7,507,920	6,339,780	6,394,300
62000	Contractual	1,292,338	1,776,065	1,652,485	1,666,700
63000	Commodities	105,726	346,055	197,105	198,805
65000	Cross Charges	1,980,727	1,973,440	2,120,965	2,139,205
66000	Capital	0	35,000	36,000	30,260
68000	Transfer Out	0	0	0	0
	TOTAL	11,575,524	11,638,480	10,346,335	10,429,270

INTERNAL SERVICE FUNDS

RESOURCE SUMMARY

PUBLIC WORKS AGENCY

Class Code	AUTHORIZED PERSONNEL	ADOPTED FY 12-13		ADOPTED FY 13-14	
		Full Time	Part Time	Full Time	Part Time
0910	Admin. & Enterprise Services Manager	1.00		0.00	
0910	Administrative Services Manager	0.00		1.00	
2100	Assistant Engineer II	13.25		8.45	
2155	Assistant Traffic Operations Engineer	1.00		0.00	
1040	Associate Park & Landscape Planner	1.00		1.00	
0320	City Engineer	0.80		0.60	
2240	Construction Inspector I	1.40		1.40	
0300	Construction Inspector II	1.40		1.40	
1850	Contracts Administrator	1.00		1.00	
2030	Engineering Aide	2.00		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		0.00	
2129	Principal Civil Engineer	2.25		1.90	
6140	Projects Manager	1.40		1.40	
4519	Public Works Dispatcher	1.00		0.00	
7430	Records Specialist	1.00		1.00	
7270	Secretary	0.00		1.00	
7280	Senior Accounting Assistant	5.00		5.00	
1600	Senior Assistant Engineer	1.00		0.00	
2131	Senior Civil Engineer	7.00		3.75	
2111	Senior Engineer	1.00		1.00	
0150	Senior Management Analyst	1.00		1.00	
7330	Senior Office Assistant	4.00		0.75	
	Senior Transportation Engineer	1.00		0.00	
2070	Survey Party Chief	1.00		1.00	
2060	Survey Party Technician II	1.00		0.00	
1060	Systems Technician	1.00		1.00	
0200	Transit Program Manager	1.00		0.00	
9090	Clerk Typist II, P/T		2.00		1.00
9130	Engineering Intern, P/T		26.00		15.00
9505	Permit Parking Aide, P/T		2.00		0.00
7435	Public Works Records Assistant, P/T		0.00		1.00
9900	Right-of-Way Technician, P/T		1.00		1.00
9240	Senior Maintenance Aide I, P/T		1.00		0.00
7330	Senior Office Assistant, PTCS		2.00		2.00
		<u>59.50</u>	<u>34.00</u>	<u>41.65</u>	<u>20.00</u>

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 2012-2013				
<ul style="list-style-type: none"> * Completed construction of traffic signals at Civic Center & Pacific and 17th & King. * Completed construction of Centennial Park waterfowl sanctuary & Thornton Park wetland restoration. * Completed construction of Hazard Street rehabilitation (Euclid to Harbor). * Continued construction of Broadway rehabilitation (Anahurst to 1st). * Completed construction of McFadden Avenue rehabilitation (Harbor to Fairview). * Completed construction of Lyon Street (Chestnut to 1st). * Completed construction of the First Street Bridge at Santa Ana River. * Completed Residential Street Repair Phase 16. 				
Action Plan for FY 2013-2014 & 2014-2015				
<ul style="list-style-type: none"> * Start construction of Grand Avenue widening (1st to 4th). * Start construction of Bristol Street widening Phase II (3rd to Civic Center). * Start construction of Broadway rehabilitation (Civic Center to Santa Clara). * Start construction of Parton Street sewer. * Start construction of traffic signals at Fairview & Edna and McFadden & Euclid. * Start construction of MacArthur Boulevard rehabilitation (Bristol to Flower). * Start construction of Residential Street Repair Phase 17. * Provide survey support for Design Engineering. 				
PERFORMANCE MEASURES	Actual	Actual	Actual	Objective
	FY 10-11	FY 11-12	FY 12-13	FY 13-14
Service Levels				
# of new construction contracts administered	20	10	20	20
\$ of construction contracts awarded (millions)	26	37	25	25
# of permits inspected	351	420	400	400
# of survey requests	120	150	130	100
Efficiency				
% construction change orders	6.1	4.1	2.5	3
% 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	0
# of construction/permit claims	0	0	0	0

INTERNAL SERVICE FUNDS

PUBLIC WORKS ENGINEERING SERVICES		ACCOUNTING UNIT			
Construction Engineering		08617611			
Account Code	LINE ITEM RESOURCES	ACTUAL FY 11-12	ADOPTED FY 12-13	ADOPTED FY 13-14	ADOPTED FY 14-15
<u>EXPENDITURES</u>					
61000	Salaries Regular	1,210,575	725,060	877,100	884,645
61020	Salaries Part-Time	88,904	116,220	136,990	138,170
61040	Salaries Overtime	10,764	30,000	30,000	30,260
61100	Retirement-Employer Contributor	103,366	70,820	135,160	136,320
61110	Part-Time Retirement	3,334	0	0	0
61120	Medicare Insurance	18,226	11,670	14,055	14,175
61130	Health Insurance	170,098	144,925	116,980	117,985
61170	Retiree Health Benefits	12,932	5,670	14,260	14,385
61180	Workers Compensation Insurance	46,412	37,600	31,475	31,745
	SUBTOTAL PERSONNEL	1,664,612	1,141,965	1,356,020	1,367,685
62010	Communications	17,255	30,000	30,000	30,260
62120	Training, Transportation, Meetings	597	7,000	7,000	7,060
62140	Membership, Subscription, Dues	1,485	2,950	2,950	2,975
62300	Contract Services-Professional	9,392	8,265	11,670	11,770
62302	Contracted Vendor Personnel Services	0	0	0	0
62322	M & R Machinery & Equipment	0	3,000	3,000	3,025
62501	Operating Lease Expense	62,416	62,070	62,020	62,555
62600	Parking Validation	138	0	0	0
	SUBTOTAL CONTRACTUAL	91,283	113,285	116,640	117,645
63000	Office Supplies	0	0	0	0
63001	Miscellaneous Operating Expenses	16,383	23,725	21,925	22,115
63300	Gas & Diesel	0	0	17,345	17,495
	SUBTOTAL COMMODITIES	16,383	23,725	39,270	39,610
65000	Building Rental	61,325	61,325	61,325	61,850
65010	Rental City Equipment	67,235	54,625	35,360	35,665
65100	Insurance Charges	104,360	56,145	104,360	105,255
65205	Internal Departments Personnel Charges	0	0	0	0
65240	Public Works Administrative Charges	106,250	88,390	515,540	519,975
65400	Indirect Costs	55,972	78,415	47,715	48,125
	SUBTOTAL CROSS CHARGES	395,142	338,900	764,300	770,870
66400	Machinery & Equipment	0	0	0	0
	SUBTOTAL CAPITAL	0	0	0	0
	TOTAL EXPENDITURES	2,167,420	1,617,875	2,276,230	2,295,810
Class Code	AUTHORIZED PERSONNEL	ADOPTED FY 12-13		ADOPTED FY 13-14	
		Full Time	Part Time	Full Time	Part Time
2100	Assistant Engineer II	1.00		1.00	
0320	City Engineer	0.20		0.20	
2240	Construction Inspector I	1.40		1.40	
0300	Construction Inspector II	1.40		1.40	
1850	Contracts Administrator	1.00		1.00	
2129	Principal Civil Engineer	0.75		0.75	
6140	Projects Manager	0.40		0.40	
2131	Senior Civil Engineer	0.00		0.50	
7330	Senior Office Assistant	0.00		0.75	
2070	Survey Party Chief	1.00		1.00	
2060	Survey Party Technician II	1.00		0.00	
9130	Engineering Intern, P/T		6.00		6.00
9240	Senior Maintenance Aide I, P/T		1.00		0.00
	TOTAL	8.15	7.00	8.40	6.00

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 2012-2013				
<ul style="list-style-type: none"> * Prepared CIP for FY 13-14 and presented to City Council as part of the budget. * Ensured eligibility for grant funding with OCTA and other outside agencies. * Prepared comprehensive update to City's Drainage Master Plan. * Participated in and assisted 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. * Finalized design and secured right-of-way and construction funding for Bristol Street between Civic Center Drive and 17th Street. * Completed right-of-way acquisition for Grand Avenue project. * Completed construction of the widening of First Street Bridge at Santa Ana River. * Completed the Santa Ana Boulevard grade separation project study report and applied for federal grants. 				
Action Plan for FY 2013-2014 & FY 2014-2015				
<ul style="list-style-type: none"> * Prepare CIP for FY 14-15 and present to City Council as part of the budget. * Ensure eligibility for grant funding with OCTA and other outside agencies. * Complete project development of the SA-GG Fixed Guideway. Prepare and submit an application to FTA with a request to advance into engineering phase. * Begin right-of-way acquisition for the Bristol Street widening between Washington and 17th Streets. * Complete construction of the Bristol Street widening from Third to Tenth Streets (Phase II). * Finalize design and secure right-of-way and construction funding for the Bristol Street widening between Civic Center Drive and Washington Street Phase IIIA, Warner Avenue and St. Andrew Place (Phase IV). * Finalize design and secure right-of-way and construction funding for the Warner Avenue widening between Main Street and Grand Avenue. * Continue preventive maintenance on residential and arterial streets to preserve past investments. * Train staff for maximum efficiency using total quality tools. 				
PERFORMANCE MEASURES	Actual	Actual	Actual	Objective
	FY 10-11	FY 11-12	FY 12-13	FY 13-14
Service Level				
% of projects with design engineering and bid preparation done by City personnel	85%	90%	90%	90%
% of projects with design engineering and bid preparation done by consultant	15%	10%	10%	10%
# of projects prepared for other agencies	16	10	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
Design Engineering

ACCOUNTING UNIT
08617612

Account Code	LINE ITEM RESOURCES	ACTUAL FY 11-12	ADOPTED FY 12-13	ADOPTED FY 13-14	ADOPTED FY 14-15
<u>EXPENDITURES</u>					
61000	Salaries Regular	1,115,378	1,298,945	1,394,835	1,406,830
61020	Salaries Part-Time	88,146	121,770	146,010	147,265
61040	Salaries Overtime	199	0	0	0
61100	Retirement-Employer Contribution	110,468	108,540	216,850	218,715
61110	Part-Time Retirement	3,305	0	0	0
61120	Medicare Insurance	16,897	20,600	22,340	22,530
61130	Health Insurance	119,404	167,065	164,155	165,565
61170	Retiree Health Benefits	11,082	11,400	18,305	18,460
61180	Workers Compensation Insurance	20,108	17,830	19,370	19,535
	SUBTOTAL PERSONNEL	1,484,987	1,746,150	1,981,865	1,998,900
62010	Communications	10,803	15,000	12,000	12,105
62120	Training, Transportation, Meetings	4,632	13,500	14,200	14,320
62140	Membership, Subscription, Dues	1,353	4,175	4,560	4,600
62300	Contract Services-Professional	6,217	11,400	14,360	14,485
62302	Contracted Vendor Personnel Services	0	0	0	0
62322	M & R Machinery & Equipment	0	500	500	505
62501	Operating Lease Expense	59,812	59,455	59,390	59,900
62600	Parking Validation	255	0	0	0
	SUBTOTAL CONTRACTUAL	83,072	104,030	105,010	105,915
63001	Miscellaneous Operating Expenses	15,643	23,575	22,975	23,175
63300	Gas & Diesel	0	0	2,670	2,695
	SUBTOTAL COMMODITIES	15,643	23,575	25,645	25,870
65000	Building Rental	52,690	52,690	52,690	53,145
65010	Rental City Equipment	17,890	8,750	4,970	5,015
65100	Insurance Charges	44,190	23,775	23,775	23,980
65240	Public Works Administrative Charges	93,660	81,630	563,625	568,470
65400	Indirect Costs	51,880	127,865	70,415	71,020
	SUBTOTAL CROSS CHARGES	260,310	294,710	715,475	721,630
66400	Machinery & Equipment	0	0	0	0
	SUBTOTAL CAPITAL	0	0	0	0
	TOTAL EXPENDITURES	1,844,013	2,168,465	2,827,995	2,852,315

Class Code	AUTHORIZED PERSONNEL	ADOPTED FY 12-13		ADOPTED FY 13-14	
		Full Time	Part Time	Full Time	Part Time
2100	Assistant Engineer II	5.50		4.50	
1040	Associate Park & Landscape Planner	1.00		1.00	
0320	City Engineer	0.20		0.20	
2030	Engineering Aide	1.00		1.00	
2129	Principal Civil Engineer	0.75		0.75	
7280	Senior Accounting Assistant	1.00		1.00	
1600	Senior Assistant Engineer	0.50		0.00	
2131	Senior Civil Engineer	4.00		3.00	
9130	Engineering Intern, P/T		7.00		6.00
7330	Senior Office Assistant, PTCS		0.00		1.00
	TOTAL	13.95	7.00	11.45	7.00

INTERNAL SERVICE FUNDS

PUBLIC WORKS ENGINEERING SERVICES
Traffic and Transportation

PROGRAM
08617620

Statement of Purpose

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.

Accomplishments in FY 2012-2013

- * Completed the SA-GG Fixed Guideway DEIR/EA, and the development and selection of a Locally Preferred Alternative.
- * Completed Pre-PE analysis, prepared and submitted a Project Development (PD) Application to FTA with a request to advance into PD.
- * Completed implementation of traffic signal synchronization projects on Tustin Ave, Euclid Ave, MacArthur Blvd, Warner Ave and Fairview St.
- * Completed Circulation Element Update & TSIA Fee Study
- * Updated signal synchronization plan for M2 compliance.
- * Prepared grant applications for traffic engineering projects and implemented grant- and City-funded projects.
- * Completed channelization and signal design (PS&E), and Capital Improvement Program.
- * Worked with neighborhood traffic committees, evaluated neighborhood traffic plans, and implemented plans after approval.
- * Implemented permit parking program, block by block, through a petition process in new and existing districts.

Action Plan for FY 2013-2014 & FY 2014-2015

Starting FY13/14, Traffic & Transp. Engineering will be budgeted in Fund 011.

PERFORMANCE MEASURES	Actual	Actual	Estimated	Objective
	FY 10-11	FY 11-12	FY 12-13	FY 13-14
Service Level				
# of citizen, Council, and PD requests processed	438	425	420	
# of parking permits issued (districts)	2045 (27)	2445 (27)	2600 (27)	
# of traffic signals/stripping/traffic control plan sets reviewed (average days to check)	135 (8)	140 (7)	150 (7)	
# of Traffic Impact Analyses Reviewed and Approved	7	9	10	N/A
# of special placard parking permits issued	185	300	250	
Efficiency				
Average # of days to process citizen requests	20	18	18	
Effectiveness				
Traffic Signals Added or Modified	7	0	2	
Miles of Signal Timed Arterials	75	75	75	
Maintain Compliance w/Measure M2	Yes	Yes	Yes	

INTERNAL SERVICE FUNDS

PUBLIC WORKS ENGINEERING SERVICES		ACCOUNTING UNIT			
Traffic and Transportation		08617620			
Account Code	LINE ITEM RESOURCES	ACTUAL FY 11-12	ADOPTED FY 12-13	ADOPTED FY 13-14	ADOPTED FY 14-15
<u>EXPENDITURES</u>					
61000	Salaries Regular	1,172,611	1,192,710	0	0
61020	Salaries Part-Time	168,039	216,430	0	0
61040	Salaries Overtime	1,258	6,000	0	0
61100	Retirement-Employer Contribution	114,900	111,200	0	0
61110	Part-Time Retirement	6,301	0	0	0
61120	Medicare Insurance	18,628	20,435	0	0
61130	Health Insurance	140,549	166,580	0	0
61170	Retiree Health Benefits	11,761	10,990	0	0
61180	Workers Compensation Insurance	20,722	16,450	0	0
	SUBTOTAL PERSONNEL	1,654,769	1,740,795	0	0
62010	Communications	34,643	37,000	0	0
62120	Training, Transportation, Meetings	1,239	5,000	0	0
62140	Membership, Subscription, Dues	10,627	15,000	0	0
62300	Contract Services-Professional	25,307	22,030	0	0
62302	Contracted Vendor Personnel Services	0	0	0	0
62322	M & R Machinery & Equipment	0	0	0	0
62501	Operating Lease Expense	60,206	82,890	0	0
62600	Parking Validation	1,117	0	0	0
	SUBTOTAL CONTRACTUAL	133,139	161,920	0	0
63001	Miscellaneous Operating Expenses	16,700	32,720	0	0
63300	Gas & Diesel Costs	0	0	0	0
	SUBTOTAL COMMODITIES	16,700	32,720	0	0
65000	Building Rental	88,555	133,445	0	0
65010	Rental City Equipment	43,020	28,035	0	0
65100	Insurance Charges	86,370	69,565	0	0
65240	Public Works Administrative Charges	108,625	116,780	0	0
65400	Indirect Costs	57,821	127,365	0	0
	SUBTOTAL CROSS CHARGES	384,391	475,190	0	0
66400	Machinery & Equipment	0	0	0	0
66510	Computer Software	0	0	0	0
	SUBTOTAL CAPITAL	0	0	0	0
<i>Starting FY13/14, Traffic & Transp. Engineering will be budgeted in Fund 011</i>					
	TOTAL	2,189,000	2,410,625	0	0
Class Code	AUTHORIZED PERSONNEL	ADOPTED FY 12-13		ADOPTED FY 13-14	
		Full Time	Part Time	Full Time	Part Time
2100	Assistant Engineer II	5.00		0.00	
2155	Assistant Traffic Operations Engineer	1.00		0.00	
0320	City Engineer	0.20		0.00	
2129	Principal Civil Engineer	0.35		0.00	
2131	Senior Civil Engineer	2.75		0.00	
7330	Senior Office Assistant			0.00	
0200	Transit Program Manager	1.00		0.00	
	Senior Transportation Engineer	1.00		0.00	
9130	Engineering Intern, P/T		10.00		0.00
9505	Permit Parking Aide, P/T		2.00		0.00
	TOTAL	11.30	12.00	0.00	0.00

INTERNAL SERVICE FUNDS

PUBLIC WORKS ADMINISTRATIVE SERVICES

PROGRAM

Administration

10117601

Statement of Purpose

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

This program provides overall management, fiscal, and personnel services support to the Engineering Services, Water Resources, and Maintenance Services Divisions of the Public Works Agency. Public Works Administration includes the office of the Executive Director and the Administrative Services Division.

Service Program

PUBLIC WORKS AGENCY CORE MISSION

The City of Santa Ana Public Works Agency provides public infrastructure and core municipal services to enhance the quality of life for residents, businesses, and visitors, making Santa Ana a more desirable place to live, work, invest in, and visit.

Core Service Areas

- **Transportation**
 - * Highest levels of mobility provided through the Traffic Management Center
 - * Resolving speeding, parking, and traffic problems
 - * Major arterial widening projects
 - * Traffic corridor synchronization projects
 - * Fixed Guideway project
 - * Grade Separation project

- **Water Resources**
 - * Safe, reliable, high-quality potable water
 - * Reliable sanitary sewer system

- **Infrastructure Maintenance**
 - * Median and right-of-way maintenance
 - * Street lights and traffic signals
 - * Sidewalk hazard mitigation and repair
 - * Street maintenance and pothole repair

- **Project Delivery**
 - * Planning and development
 - * Design engineering
 - * Bid and award
 - * Construction management

- **Environmental & Sustainability**
 - * Solid waste and recycling
 - * Street sweeping
 - * Graffiti abatement
 - * Illegal dumping and weed abatement
 - * Urban forest maintenance
 - * Energy efficiency retrofits
 - * Climate Action Plan
 - * Environmental Education (*Santa Ana Green* Newsletter)

- **Development Services**
 - * Site plan review
 - * Encroachment permits
 - * Grading/surface drainage plan check
 - * Subdivision Map Act review
 - * Transportation permits (wide load)

INTERNAL SERVICE FUNDS

PUBLIC WORKS ADMINISTRATIVE SERVICES		ACCOUNTING UNIT			
Administration		10117601			
Account Code	LINE ITEM RESOURCES	ACTUAL FY 11-12	ADOPTED FY 12-13	ADOPTED FY 13-14	ADOPTED FY 14-15
<u>EXPENSES</u>					
61000	Salaries Regular	1,678,424	1,520,300	1,434,045	1,446,380
61020	Salaries Part-Time	231,676	137,035	59,030	59,540
61040	Salaries Overtime	3,547	5,500	3,000	3,025
61100	Retirement-Employer Contribution	178,333	157,245	214,795	216,640
61110	Part-Time Retirement	5,003	0	0	0
61120	Medicare Insurance	25,751	23,195	20,680	20,860
61130	Health Insurance	275,396	283,610	245,205	247,315
61170	Retiree Health Benefits	17,758	16,925	20,390	20,565
61180	Workers Compensation Insurance	33,130	26,110	25,055	25,270
	SUBTOTAL PERSONNEL	2,449,018	2,169,920	2,022,200	2,039,595
62010	Communications	25,729	26,300	26,000	26,225
62120	Training, Transportation, Meetings	35,250	14,900	14,200	14,320
62140	Membership, Subscription, Dues	33,422	26,095	26,095	26,320
62300	Contract Services-Professional	705,165	1,100,885	1,145,400	1,155,250
62302	Contracted Vendor Personnel Services	208	15,000	15,000	15,130
62322	M & R Machinery & Equipment	9,978	16,200	6,200	6,255
62501	Operating Lease Expense	75,909	76,755	76,690	77,350
62600	Parking Validation	2,223	0	200	200
62700	Auto Expense	6,000	6,000	6,000	6,050
	SUBTOTAL CONTRACTUAL	893,883	1,282,135	1,315,785	1,327,100
63001	Miscellaneous Operating Expenses	45,692	254,065	116,340	117,340
63300	Gas and Diesel	0	0	3,725	3,755
	SUBTOTAL COMMODITIES	45,692	254,065	120,065	121,095
65000	Building Rental	106,480	106,480	106,480	107,395
65010	Rental City Equipment	44,905	8,740	5,170	5,215
65100	Insurance Charges	6,540	3,520	3,520	3,550
65205	Internal Department Personnel Charges	399,731	402,165	407,565	411,070
65400	Indirect Costs	80,751	149,655	68,370	68,960
	SUBTOTAL CROSS CHARGES	638,406	670,560	591,105	596,190
66400	Machinery & Equipment	0	35,000	30,000	30,260
66510	Computer Software	0	0	0	0
	SUBTOTAL CAPITAL	0	35,000	30,000	30,260
68000	Transfer to Fund 11	0	0	0	0
	SUBTOTAL TRANSFER OUT	0	0	0	0
	TOTAL EXPENDITURES	4,027,000	4,411,680	4,079,155	4,114,240

INTERNAL SERVICE FUNDS

PUBLIC WORKS ADMINISTRATIVE SERVICES		ACCOUNTING UNIT			
Administration		10117601			
Class Code	AUTHORIZED PERSONNEL	ADOPTED FY 12-13		ADOPTED FY 13-14	
		Full Time	Part Time	Full Time	Part Time
1765	Admin. & Enterprise Services Manager	1.00		0.00	
0910	Administrative Services Manager	0.00		1.00	
2170	Executive Director of Public Works	1.00		1.00	
7390	Executive Secretary	1.00		1.00	
2190	GIS Administrator	1.00		1.00	
7090	Lead Accounting Assistant	1.00		1.00	
1200	Management Aide	1.00		1.00	
0020	Micro Systems Technician	1.00		1.00	
0390	Office Supervisor	1.00		0.00	
6140	Projects Manager	1.00		1.00	
4519	Public Works Dispatcher	1.00		0.00	
7430	Records Specialist	1.00		1.00	
7270	Secretary	0.00		1.00	
7280	Senior Accounting Assistant	4.00		4.00	
0150	Senior Management Analyst	1.00		1.00	
7330	Senior Office Assistant	4.00		0.00	
1060	Systems Technician	1.00		1.00	
9090	Clerk Typist II, P/T		2.00		1.00
7435	Public Works Records Assistant, P/T		0.00		1.00
9900	Right-of-Way Technician, P/T		1.00		1.00
7330	Senior Office Assistant, PTCS		2.00		0.00
	TOTAL	<u>21.00</u>	<u>5.00</u>	<u>16.00</u>	<u>3.00</u>

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 2012-2013				
<ul style="list-style-type: none"> * Reviewed and processed improvement plans, maps, and permits for major developments such as The Marke by Lyon Communities, Orangewood Charter High School, City Ventures Row Homes, Related Courtyard Housing project, Habitat for Humanity projects, Crevier Showroom Expansion, and Santa Ana College Expansion * Provided accurate, timely, and responsive review of development projects, which included fees, conditions, and right-of-way requirements. Projects include the 301 Residential Project, Discovery Science Center Expansion, Mater Dei Parking Structure, Magnolia Charter School and Tava Residential Development. * Provided accurate and timely review of utility permit applications. 				
Action Plan for FY 2013-2014 & FY 2014-2015				
<ul style="list-style-type: none"> * Review and process improvement plans, maps, and permits for development projects such as Discovery Science , Center Expansion, The 301 Project, Orangewood Charter High School, and Tava Residential Development. * Provide accurate, timely, and responsive review of development projects, which includes conditions, right-of-way requirements, traffic analysis, and fee determination. * Provide accurate and timely review of utility permit applications. 				
PERFORMANCE MEASURES	Actual	Actual	Estimated	Objective
	FY 10-11	FY 11-12	FY 12-13	FY 13-14
Service Levels				
# of final subdivisions and right-of-way plan checks	71	148	64	60
# of street work and miscellaneous permits issued	410	409	545	500
# of building permit applications processed	545	629	965	800
# of site plan reviews/variances/CUPs processed	52	48	52	55
# of utility plan checks	212	251	415	400
# of grading and improvements plan checks	291	467	505	500
# of wide load permits	500	367	485	450
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 11-12	ADOPTED FY 12-13	ADOPTED FY 13-14	ADOPTED FY 14-15
<u>EXPENDITURES</u>					
61000	Salaries Regular	537,758	502,680	657,030	662,680
61020	Salaries Part-Time	40,037	55,190	89,445	90,215
61040	Salaries Overtime	0	2,000	2,000	2,015
61100	Retirement-Employer Contribution	46,483	47,840	104,785	105,685
61110	Part-Time Retirement	1,501	0	0	0
61120	Medicare Insurance	7,843	8,090	10,825	10,920
61130	Health Insurance	59,996	81,525	96,435	97,265
61170	Retiree Health Benefits	5,990	4,015	9,310	9,390
61180	Workers Compensation Insurance	9,820	7,750	9,865	9,950
	SUBTOTAL PERSONNEL	709,429	709,090	979,695	988,120
62010	Communications	5,011	7,500	7,500	7,565
62120	Training, Transportation, Meetings	207	2,000	3,000	3,025
62140	Membership, Subscription, Dues	125	1,000	1,000	1,010
62300	Contract Services-Professional	32,558	80,030	79,425	80,110
62322	M & R Machinery & Equipment		0	0	0
62501	Operating Lease Expense	24,303	24,165	24,125	24,330
	SUBTOTAL CONTRACTUAL	62,205	114,695	115,050	116,040
63001	Miscellaneous Operating Expenses	9,269	11,970	11,970	12,075
63300	Gas and Diesel	0	0	155	155
	SUBTOTAL COMMODITIES	9,269	11,970	12,125	12,230
65010	Rental City Equipment	5,245	3,070	2,330	2,350
65100	Insurance Charges	25,190	13,550	13,550	13,665
65205	Internal Department Personnel Charges	120,320	127,070	0	0
65400	Indirect Costs	24,333	50,390	34,205	34,500
	SUBTOTAL CROSS CHARGES	175,088	194,080	50,085	50,515
66400	Machinery & Equipment	0	0	6,000	0
66600	Books, Records, Video	0	0	0	0
	SUBTOTAL CAPITAL	0	0	6,000	0
	TOTAL EXPENDITURES	955,990	1,029,835	1,162,955	1,166,905

INTERNAL SERVICES FUND

PUBLIC WORKS ADMINISTRATIVE SERVICES
Development Engineering

ACCOUNTING UNIT
10117605

Class Code	AUTHORIZED PERSONNEL	ADOPTED FY 12-13		ADOPTED FY 13-14	
		Full Time	Part Time	Full Time	Part Time
2100	Assistant Engineer II	1.75		2.95	
0320	City Engineer	0.20		0.20	
2030	Engineering Aide	1.00		1.00	
2129	Principal Civil Engineer	0.40		0.40	
1600	Senior Assistant Engineer	0.50		0.00	
2131	Senior Civil Engineer	0.25		0.25	
2111	Senior Engineer	1.00		1.00	
9130	Engineering Intern, P/T		3.00		3.00
2842	Senior Office Assistant, PTCS		0.00		1.00
	TOTAL	<u>5.10</u>	<u>3.00</u>	<u>5.80</u>	<u>4.00</u>



This Page Intentionally Left Blank

**COMMUNITY DEVELOPMENT AGENCY
DEPARTMENT RESOURCE SUMMARY**

COMMUNITY DEVELOPMENT AGENCY

REVENUES	ACTUAL FY 11-12	ADOPTED FY 12-13	ADOPTED FY 13-14	ADOPTED FY 14-15
50001-Prior Year Carry Forward				
Fund 123 Workforce Investment Act	0	32,800	423,815	442,115
Fund 124 Orange County Grants	0	194,580	0	0
Fund 132 Department of Labor	0	161,635	147,830	151,515
Fund 140 Housing Authority-Administration	0	409,040	370,200	58,635
Fund 142 Neighborhood Stabilization Program	0	418,670	2,091,155	670,000
SUBTOTAL	0	1,216,725	3,033,000	1,322,265
50011-Property Tax				
South Main	12,705,232	0	0	0
Central City	6,067,387	0	0	0
South Harbor	6,734,701	0	0	0
Intercity	1,820,028	0	0	0
North Harbor	1,623,906	0	0	0
Bristol Corridor	1,970,162	0	0	0
Property Tax per AB 1X 26	(541)	17,724,565	18,077,680	17,378,265
SUBTOTAL	30,920,875	17,724,565	18,077,680	17,378,265
5200x-Federal Grants				
Fund 123 Workforce Investment Act	4,067,200	3,915,035	3,441,605	3,441,605
Fund 124 Orange County Grants	134,651	0	800,000	800,000
Fund 130 HOME	5,258,452	1,228,215	1,166,805	1,166,805
Fund 131 SAWC Miscellaneous Grants	10,587	0	0	0
Fund 132 Department of Labor	193,953	0	0	0
Fund 135 CDBG/ESG *	6,691,694	6,392,910	6,380,500	6,380,500
Fund 136 Housing Authority-HAP	27,668,296	27,959,830	27,541,015	27,541,015
Fund 137 Housing Authority-Mainstream	267,954	0	0	0
Fund 140 Housing Authority-Administration	2,633,086	2,245,265	2,350,000	2,704,000
Fund 142 Neighborhood Stabilization Program	1,671,999	0	0	0
Fund 405 HOPWA	1,411,290	1,548,620	1,548,620	1,548,620
SUBTOTAL	50,009,162	43,289,875	43,228,545	43,582,545
5202x-State Grants				
Fund 143 CalHome	136,619	0	0	0
5330x-Program Income				
Fund 135 CDBG/ESG	13,350	0	0	0
5690x-Principal and Interest Repayment				
Fund 130 HOME	199,675	115,000	145,000	145,000
Fund 135 CDBG/ESG	29,487	0	0	0
Fund 142 Neighborhood Stabilization Program	908,723	1,705,000	870,000	355,000
Fund 145 Rental Rehabilitation Grant	5,830	0	0	0
Fund 507 Merged Housing	176,021	0	0	0
Fund 607 Successor Housing Agency	274,885	350,000	330,000	330,000
SUBTOTAL	1,594,621	2,170,000	1,345,000	830,000
570xx-Misc Income				
Fund 25 CDA Special Revenue	0	75,260	15,000	15,000
Fund 507 Merged Housing	139,000	0	0	0
Fund 570 Merged Project Area	141,961	0	0	0
SUBTOTAL	280,961	75,260	15,000	15,000
578xx-Fees				
Fund 133 Housing Authority-Issuer Fee	491,028	120,000	120,000	120,000
Fund 136 Housing Authority-HAP	30,419	24,000	40,000	40,000
Fund 140 Housing Authority-Administration	16,645	79,000	15,000	15,000
Fund 143 CalHome	250	0	0	0
Fund 607 Successor Housing Agency	0	1,634,045	2,000,000	2,000,000
Fund 653 South Main Commercial Corridor	302,827	500,000	1,000,000	1,000,000
SUBTOTAL	841,169	2,357,045	3,175,000	3,175,000

**COMMUNITY DEVELOPMENT AGENCY
DEPARTMENT RESOURCE SUMMARY**

COMMUNITY DEVELOPMENT AGENCY

REVENUE	ACTUAL FY 11-12	ADOPTED FY 12-13	ADOPTED FY 13-14	ADOPTED FY 14-15
579xx-Income				
Fund 25 CDA Special Revenue	0	392,500	392,500	392,500
Fund 417 Inclusionary Housing	115,360	0	0	0
Fund 507 Merged Housing	10,000	0	0	0
Fund 570 Merged Project Area	297,909	0	0	0
Fund 670 Successor Agency	112,229	227,960	215,325	215,325
SUBTOTAL	535,498	620,460	607,825	607,825
5800x-Investments				
Fund 25 CDA Special Revenue	0	0	1,000	1,000
Fund 133 Housing Authority-Issuer Fee	13,399	10,000	12,000	12,000
Fund 134 UDAG	144	0	0	0
Fund 136 Housing Authority-HAP	12,770	10,000	10,000	10,000
Fund 137 Housing Authority-Mainstream	3,805	0	0	0
Fund 140 Housing Authority-Administration	6,567	5,000	6,000	6,000
Fund 142 Neighborhood Stabilization Program	1,926	2,000	2,000	2,000
Fund 143 CalHome	904	0	0	0
Fund 145 Rental Rehabilitation Grant	2,098	0	0	0
Fund 417 Inclusionary Housing	7,013	0	0	0
Fund 507 Merged Housing	185,027	0	0	0
Fund 552 2003 Tax Allocation Bond Series A	7,446	0	0	0
Fund 553 South Main Commercial Corridor	35,362	0	0	0
Fund 554 2011 Tax Allocation Bond Series A	25,468	0	0	0
Fund 570 Merged Project Area	53,252	0	0	0
Fund 571 Tax Increment	27,115	0	0	0
Fund 607 Successor Housing Agency	(50,196)	0	10,000	10,000
Fund 652 2003 Tax Allocation Bond Series A	7,297	0	0	0
Fund 653 South Main Commercial Corridor	31,834	0	0	0
Fund 654 2011 Tax Allocation Bond Series A	10,593	0	0	0
Fund 658 2003 Tax Allocation Bond Series B	1	0	0	0
Fund 670 Successor Agency	3,662	0	0	0
Fund 671 RDA Obligation Retirement Fund	(4,997)	0	0	0
SUBTOTAL	380,490	27,000	41,000	41,000
58500-Gain/Loss-Sale of Land				
Fund 507 Merged Housing	272,860	0	0	0
59000-xxx Interfund Transfers				
Fund 25 CDA Special Revenue	0	110,500		0
Fund 507 Merged Housing	8,210,036	0		0
Fund 552 2003 Tax Allocation Bond Series A	917,886	0		0
Fund 553 South Main Commercial Corridor	1,518,037	0		0
Fund 554 2011 Tax Allocation Bond Series A	2,420,664	0		0
Fund 558 2003 Tax Allocation Bond Series B	2,417,675	0		0
Fund 570 Merged Project Area	4,514,761	0		0
Fund 652 2003 Tax Allocation Bond Series A	360,355	1,276,760	1,278,035	1,281,995
Fund 654 2011 Tax Allocation Bond Series A	2,104,297	4,219,850	4,227,850	4,227,850
Fund 658 2003 Tax Allocation Bond Series B	476,750	2,897,750	2,893,250	2,901,125
Fund 670 Successor Agency	0	700,000	538,645	538,645
SUBTOTAL	22,940,461	9,204,860	8,937,780	8,949,615
TOTAL	107,926,066	76,685,790	78,460,830	75,901,515
LESS INTERFUND TRANSFERS	(23,243,288)	(11,338,905)	(11,937,780)	(11,949,615)
TOTAL ALL SOURCES	84,682,778	65,346,885	66,523,050	63,951,900
<i>* Amount includes funds provided to other departments for various projects and programs.</i>				

**COMMUNITY DEVELOPMENT AGENCY
DEPARTMENT RESOURCE SUMMARY**

COMMUNITY DEVELOPMENT AGENCY

ACTIVITIES	ACTUAL FY 11-12	ADOPTED FY 12-13	ADOPTED FY 13-14	ADOPTED FY 14-15
Tax Increment				
50718810 Housing Development & Rehabilitation	516,295	0	0	0
50718820 Neighborhood Improvement	234,111	0	0	0
50718830 Housing Development & Rehabilitation	2,875,861	0	0	0
55218020 2003 Tax Allocation Bond Series A	917,695	0	0	0
55218830 South Main	105,973	0	0	0
55318830 South Main Commercial Corridor	16,338	0	0	0
55318850 South Main Commercial Corridor	6,064	0	0	0
55418020 2011 Tax Allocation Bond Series A	2,420,935	0	0	0
55418830 Merged Projects	91,866	0	0	0
55818020 2003 Tax Allocation Bond Series B	2,417,484	0	0	0
57018830 Merged Project Area	1,181,129	0	0	0
57018841 Business Outreach and Retention	499,777	0	0	0
57018842 Redevelopment	582,152	0	0	0
57018843 Administrative Services	890,649	0	0	0
57018850 Merged Obligations	194,062	0	0	0
57118020 Merged Project Area Debt Service	13,622,311	0	0	0
57118021 Merged Project Area Obligations	8,210,036	0	0	0
SUBTOTAL	34,782,738	0	0	0
Federal/State Grants				
123187xx Workforce Investment Act	4,002,582	3,947,835	3,865,420	3,883,720
124187xx Orange County Grants	121,541	194,580	800,000	800,000
13018780 HOME	5,541,009	1,343,215	1,311,805	1,311,805
13018781 American Dream Downpayment Initiative	47,854	0	0	0
13118740 Department of Labor NEG Grant	10,587	0	0	0
132187xx Department of Labor	215,783	161,635	147,830	151,515
13318780 Housing Authority - Issuer Fee	58,236	130,000	132,000	132,000
13518780 Community Development Block Grant	396,882	936,095	1,000,000	995,000
13518781 CDBG-Neighborhood Improvement	304,752	200,000	190,000	195,000
13518782 CDBG-Housing Development and Rehab.	15,858	415,000	835,000	835,000
13518783 CDBG Projects*	5,380,872	4,129,385	3,925,000	3,925,000
13518785 Emergency Solutions Grant	285,975	712,430	430,500	430,500
13518786 Homelessness Prevention & Rapid Re-Hsg	1,083,692	0	0	0
13618760 Housing Authority - HAP	27,471,575	27,993,830	27,591,015	27,591,015
13718760 Housing Authority - Mainstream	983,158	0	0	0
14018760 Housing Authority - Administration	2,685,684	2,738,305	2,741,200	2,783,635
14218760 Neighborhood Stabilization Program I	615,952	366,000	326,255	185,000
14218761 Neighborhood Stabilization Program II	2,455,155	969,670	2,181,900	842,000
14218762 Neighborhood Stabilization Program III	21,035	790,000	455,000	0
14318760 CalHome Housing Loan FY 03-04	76,162	0	0	0
40518760 HOPWA Tenant Based Assistance	530,484	600,000	600,000	600,000
40518761 HOPWA	932,950	948,620	948,620	948,620
SUBTOTAL	53,237,778	46,576,600	47,481,545	45,609,810
Special Revenue Programs				
02518810 IDB Monitoring	0	75,260	15,000	15,000
02518820 Enterprize Zone	0	503,000	393,500	393,500
41718810 Enterprize Zone (for FY 11-12 only)	235,790	0	0	0
SUBTOTAL	235,790	578,260	408,500	408,500

**COMMUNITY DEVELOPMENT AGENCY
DEPARTMENT RESOURCE SUMMARY**

COMMUNITY DEVELOPMENT AGENCY

ACTIVITIES	ACTUAL FY 11-12	ADOPTED FY 12-13	ADOPTED FY 13-14	ADOPTED FY 14-15
Successor Agency				
65218020 2003 Tax Allocation Bond Series A	360,730	1,276,760	1,278,035	1,281,995
65218830 2003 Tax Allocation Bond Series A Projects	5,535	0	0	0
65318830 South Main Commercial Corridor	20,102	500,000	1,000,000	1,000,000
65418020 2011 Tax Allocation Bond Series A	2,106,975	4,219,850	4,227,850	4,227,850
65418830 2011 Tax Allocation Bond Series A Projects	5,535	0	0	0
65818020 2003 Tax Allocation Bond Series B	477,125	2,897,750	2,893,250	2,901,125
67018843 Successor Agency Administration	404,922	719,835	545,845	545,845
67018830 Merged Projects	781,757	0	0	0
67018850 Merged Obligations	161,719	208,125	208,125	208,125
67118021 Redev. Obligations Retirement Fund	11,324,671	17,724,565	18,077,680	17,378,265
SUBTOTAL	<u>15,649,071</u>	<u>27,546,885</u>	<u>28,230,785</u>	<u>27,543,205</u>
Successor Housing Agency				
60718810 Successor Housing Agency	170,011	474,955	340,000	340,000
60718830 Successor Housing Agency Capital Projects	8,992,462	1,509,090	0	0
SUBTOTAL	<u>9,162,473</u>	<u>1,984,045</u>	<u>340,000</u>	<u>340,000</u>
TOTAL	<u>113,067,850</u>	<u>76,685,790</u>	<u>76,460,830</u>	<u>73,901,515</u>
LESS INTERFUND TRANSFERS	(25,076,576)	(12,893,820)	(13,760,980)	(13,961,565)
TOTAL ALL SOURCES	<u>87,991,274</u>	<u>63,791,970</u>	<u>62,699,850</u>	<u>59,939,950</u>
* Amount includes funds provided to other departments for various projects and programs.				
† Includes amounts transferred to Fund 27 for 2003 COP Lease Payment Obligation.				

**COMMUNITY DEVELOPMENT AGENCY
DEPARTMENT RESOURCE SUMMARY**

COMMUNITY DEVELOPMENT AGENCY

Class Code	AUTHORIZED PERSONNEL	ADOPTED FY 12-13		ADOPTED FY 13-14	
		Full Time	Part Time	Full Time	Part Time
Administrative Services Division					
2491	Deputy City Manager for Dev. Services	0.17		0.00	
2870	Executive Director of Community Development	0.00		0.35	
2865	Asst. Director of Community Development	0.25		0.00	
0605	Redevelopment Program Manager	0.45		0.00	
	Community Development Manager	0.00		0.35	
2460	Housing Division Manager	0.10		0.15	
2690	Economic Development Manager	0.00		0.25	
0350	Economic Development Specialist III	0.10		0.47	
0560	Economic Development Specialist I	0.75		0.00	
0150	Senior Management Analyst	0.74		0.35	
7584	Senior Community Development Analyst	1.00		0.00	
1840	Housing Programs Analyst	0.35		0.20	
0580	Redevelopment Project Manager I	0.50		0.00	
2700	Senior Residential Construction Specialist	0.20		0.30	
2710	Residential Construction Specialist	0.30		0.20	
1720	Management Analyst	1.92		0.93	
7000	Loan Specialist	0.20		0.25	
7280	Senior Accounting Assistant	0.72		0.32	
7321	Community Dev. Commission Secretary	0.40		0.25	
7390	Executive Secretary	1.00		0.00	
7270	Secretary	1.00		0.00	
7330	Senior Office Assistant	0.70		0.75	
	SUBTOTAL	10.85		5.12	
Economic Development Division					
2491	Deputy City Manager for Dev. Services	0.08		0.00	
2870	Executive Director of Community Development	0.00		0.12	
2865	Asst. Director of Community Development	0.05		0.00	
2690	Economic Development Manager	1.00		0.75	
0350	Economic Development Specialist III	2.90		2.53	
0560	Economic Development Specialist I	1.25		1.00	
0580	Redevelopment Project Manager I	0.05		0.00	
8374	Workforce Specialist IV	1.00		1.00	
8373	Workforce Specialist III	3.00		3.00	
8372	Workforce Specialist II	14.00		12.00	
0150	Senior Management Analyst	0.16		0.32	
1720	Management Analyst	0.50		0.07	
7280	Senior Accounting Assistant	0.48		0.68	
7321	Community Dev. Commission Secretary	0.25		0.20	
7330	Senior Office Assistant	2.00		2.05	
0060	Receptionist	1.00		0.00	
	SUBTOTAL	27.72		23.72	
Housing Development Division					
2491	Deputy City Manager for Dev. Services	0.30		0.00	
2870	Executive Director of Community Development	0.00		0.21	
2865	Asst. Director of Community Development	0.15		0.00	
2460	Housing Division Manager	0.90		0.85	
0605	Redevelopment Program Manager	0.25		0.00	
0520	Housing Programs Coordinator	1.00		0.00	
7640	Housing Authority Coordinator	1.00		0.00	
7610	Community Development Dist. Mgr.	0.55		0.50	
1840	Housing Programs Analyst	1.65		1.80	
1885	Housing Authority Analyst	1.00		1.00	
1720	Management Analyst	0.58		0.00	
1860	Senior Housing Specialist	2.00		2.00	
1900	Housing Specialist II	7.00		6.00	

**COMMUNITY DEVELOPMENT AGENCY
DEPARTMENT RESOURCE SUMMARY**

COMMUNITY DEVELOPMENT AGENCY

Class Code	AUTHORIZED PERSONNEL	ADOPTED FY 12-13		ADOPTED FY 13-14	
		Full Time	Part Time	Full Time	Part Time
2700	Senior Residential Construction Specialist	0.80		0.70	
2710	Residential Construction Specialist	1.70		0.80	
7000	Loan Specialist	0.80		0.75	
7280	Senior Accounting Assistant	1.70		0.78	
7010	Accounting Assistant	1.00		1.00	
7321	Community Dev. Commission Secretary	0.35		0.15	
7270	Secretary	1.00		0.00	
7580	Housing Programs Aide	0.25		0.00	
7330	Senior Office Assistant	5.05		3.00	
1640	Senior Receptionist	1.00		1.00	
	SUBTOTAL	30.03		20.54	
Parking Fund					
2870	Executive Director of Community Development	0.00		0.10	
2865	Asst. Director of Community Development	0.35		0.00	
0150	Senior Management Analyst	0.05		0.15	
0580	Redevelopment Project Manager I	0.25		0.40	
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	0.05		0.17	
7321	Community Dev. Commission Secretary	0.00		0.15	
7330	Senior Office Assistant	0.20		0.05	
	SUBTOTAL	7.90		8.02	
Downtown Maintenance Fund					
2491	Deputy City Manager for Dev. Services	0.05		0.00	
2870	Executive Director of Community Development	0.00		0.17	
2865	Asst. Director of Community Development	0.20		0.00	
0605	Redevelopment Program Manager	0.30		0.00	
	Community Development Manager	0.00		0.20	
0150	Senior Management Analyst	0.05		0.18	
0580	Redevelopment Project Manager I	0.20		0.60	
7280	Senior Accounting Assistant	0.05		0.05	
7321	Community Dev. Commission Secretary	0.00		0.25	
7330	Senior Office Assistant	0.30		0.40	
	SUBTOTAL	1.15		1.85	
General Fund					
2870	Executive Director of Community Development	0.00		0.05	
	Community Development Manager	0.00		0.45	
7610	Community Development Dist. Mgr.	1.45		1.50	
7580	Housing Program Aide	0.75		0.00	
7330	Senior Office Assistant	0.75		0.75	
	SUBTOTAL	2.95		2.75	
TOTAL ALL FUNDING SOURCES		80.60		62.00	
* These positions are part of the Police Department.					

**COMMUNITY DEVELOPMENT AGENCY
DIVISION RESOURCE SUMMARY**

ADMINISTRATIVE SERVICES

ACTIVITIES	ACTUAL FY 11-12	ADOPTED FY 12-13	ADOPTED FY 13-14	ADOPTED FY 14-15
Tax Increment				
57018843 Administrative Services	890,649	0	0	0
55218020 2003 Tax Allocation Bond Series A	917,695	0	0	0
55318850 South Main Commercial Corridor	6,064	0	0	0
55418020 2011 Tax Allocation Bond Series A	2,420,935	0	0	0
55818020 2003 Tax Allocation Bond Series B	2,417,484	0	0	0
57018850 Merged Obligations	194,062	0	0	0
57118020 Merged Project Area Debt Service	13,622,311	0	0	0
57118021 Merged Project Area Obligations	8,210,036	0	0	0
SUBTOTAL	<u>28,679,236</u>	<u>0</u>	<u>0</u>	<u>0</u>
Successor Agency				
67018843 Successor Agency Administration	404,922	719,835	545,845	545,845
65218020 2003 Tax Allocation Bond Series A	360,730	1,276,760	1,278,035	1,281,995
65218830 2003 Tax Allocation Bond Series A Projects	5,535	0	0	0
65318830 South Main Commercial Corridor	20,102	500,000	1,000,000	1,000,000
65418020 2011 Tax Allocation Bond Series A	2,106,975	4,219,850	4,227,850	4,227,850
65418830 2011 Tax Allocation Bond Series A Projects	5,535	0	0	0
65818020 2003 Tax Allocation Bond Series B	477,125	2,897,750	2,893,250	2,901,125
67018830 Merged Projects	781,757	0	0	0
67018850 Merged Obligations	161,719	208,125	208,125	208,125
67118021 Redev. Obligations Retirement Fund	11,324,671	17,724,565	18,077,680	17,378,265
SUBTOTAL	<u>15,649,071</u>	<u>27,546,885</u>	<u>28,230,785</u>	<u>27,543,205</u>
Federal/State Grants				
13518780 Community Development Block Grant	396,882	936,095	1,000,000	995,000
13518783 CDBG Projects*	5,380,872	4,129,385	3,925,000	3,925,000
13518785 Emergency Solutions Grant	285,975	712,430	430,500	430,500
13518786 Homelessness Prevention & Rapid Re-Hsg	1,083,692	0	0	0
SUBTOTAL	<u>7,147,421</u>	<u>5,777,910</u>	<u>5,355,500</u>	<u>5,350,500</u>
TOTAL	<u>51,475,728</u>	<u>33,324,795</u>	<u>33,586,285</u>	<u>32,893,705</u>
LESS INTERFUND TRANSFERS	(\$25,076,576)	(\$12,893,820)	(\$13,760,980)	(\$13,961,565)
TOTAL ACTIVITIES	<u>26,399,152</u>	<u>20,430,975</u>	<u>19,825,305</u>	<u>18,932,140</u>

**COMMUNITY DEVELOPMENT AGENCY
DIVISION RESOURCE SUMMARY**

ADMINISTRATIVE SERVICES

OPERATING EXPENSE		ACTUAL FY 11-12	ADOPTED FY 12-13	ADOPTED FY 13-14	ADOPTED FY 14-15
61000	Personnel	2,912,964	3,005,810	3,369,140	2,996,440
62000	Contractual	956,968	2,327,160	2,846,485	2,315,255
63000	Commodities	12,275	43,055	48,290	47,195
65000	Fixed Charges	745,230	149,505	241,705	241,730
66000	Capital	3,036,440	2,227,310	2,157,000	2,157,000
67000	Debt Service	10,135,282	10,874,860	10,368,385	10,380,220
68000	Interfund Transfers	24,773,749	10,759,775	10,760,980	10,961,565
69000	Miscellaneous	9,102,853	3,937,320	3,794,300	3,794,300
	TOTAL	<u>51,675,761</u>	<u>33,324,795</u>	<u>33,586,285</u>	<u>32,893,705</u>
	LESS INTERFUND TRANSFERS	(24,773,749)	(10,759,775)	(10,760,980)	(10,961,565)
	TOTAL OPERATING	<u>26,902,012</u>	<u>22,565,020</u>	<u>22,825,305</u>	<u>21,932,140</u>

Class Code	AUTHORIZED PERSONNEL	ADOPTED FY 12-13		ADOPTED FY 13-14	
		Full Time	Part Time	Full Time	Part Time
2491	Deputy City Manager for Dev Services	0.17		0.00	
2870	Executive Director of Community Development	0.00		0.35	
2865	Asst. Director of Community Development	0.25		0.00	
0605	Redevelopment Program Manager	0.45		0.00	
	Community Development Manager	0.00		0.35	
2460	Housing Division Manager	0.10		0.15	
2690	Economic Development Manager	0.00		0.25	
1840	Housing Programs Analyst	0.35		0.20	
0350	Economic Development Specialist III	0.10		0.47	
0560	Economic Development Specialist I	0.75		0.00	
0150	Senior Management Analyst	0.74		0.35	
7584	Senior Community Development Analyst	1.00		0.00	
0580	Redevelopment Project Manager I	0.50		0.00	
1720	Management Analyst	1.92		0.93	
7280	Senior Accounting Assistant	0.72		0.32	
7321	Community Dev. Commission Secretary	0.40		0.25	
2700	Senior Residential Construction Specialist	0.20		0.30	
2710	Residential Construction Specialist	0.30		0.20	
7000	Loan Specialist	0.20		0.25	
7390	Executive Secretary	1.00		0.00	
7270	Secretary	1.00		0.00	
7330	Senior Office Assistant	0.70		0.75	
		<u>10.85</u>	<u>0.00</u>	<u>5.12</u>	<u>0.00</u>

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 11-12 & FY 12-13				
<p>* Continued to manage Agency financial resources effectively to address continuing budget challenges.</p> <p>* Analyzed the legislation to determine and implement actions and activities that need to occur as part of the dissolution of Redevelopment.</p>				
Action Plan for FY 13-14 & 14-15				
PERFORMANCE MEASURES	Actual	Estimated	Objective	Objective
	FY 11-12	FY 12-13	FY 13-14	FY 14-15
<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	N/A	N/A
	5.0	5.0	N/A	N/A
	5.0	5.0	N/A	N/A
	5.0	5.0	N/A	N/A
<p>Effectiveness % of payments processed within 10 days</p>	100%	100%	N/A	N/A
<p>Efficiency # of objectives completed on schedule</p>	4	4	N/A	N/A
<p># of processes improved through TQS</p>	1	1	N/A	N/A

COMMUNITY DEVELOPMENT AGENCY

ADMINISTRATIVE SERVICES		ACCOUNTING UNIT			
Merged		57018843			
Account Code	LINE ITEM RESOURCES	ACTUAL FY 11-12	ADOPTED FY 12-13	ADOPTED FY 13-14	ADOPTED FY 14-15
61000	Salaries Regular	262,933	0	0	0
61020	Salaries Part-Time	132,598	0	0	0
61040	Salaries Overtime	169	0	0	0
61100	Retirement-Employer Contribution	34,044	0	0	0
61110	Part-Time Retirement	2,278	0	0	0
61120	Medicare Insurance	5,067	0	0	0
61130	Health Insurance	71,150	0	0	0
61170	Retiree Health Benefits	5,325	0	0	0
61180	Worker Compensation Insurance	5,287	0	0	0
	SUBTOTAL PERSONNEL	<u>518,851</u>	<u>0</u>	<u>0</u>	<u>0</u>
62010	Communications	12,180	0	0	0
62012	Cellular Phone Charges	206	0	0	0
62120	Training, Transportation, Meeting	1,100	0	0	0
62140	Membership, Subscription & Dues	12,057	0	0	0
62200	Advertising	4,000	0	0	0
62300	Contract Services-Professional	99,018	0	0	0
62302	Contracted Vendor Personnel Services	915	0	0	0
62322	M&R Machinery & Equipment	116	0	0	0
62400	Auditor Fee	1,627	0	0	0
62600	Parking Validation	832	0	0	0
62700	Auto Expense	3,830	0	0	0
	SUBTOTAL CONTRACTUAL	<u>135,881</u>	<u>0</u>	<u>0</u>	<u>0</u>
63001	Miscellaneous Operating Expenses	5,549	0	0	0
	SUBTOTAL COMMODITIES	<u>5,549</u>	<u>0</u>	<u>0</u>	<u>0</u>
65000	Building Rental	20,787	0	0	0
65010	Rental City Equipment	2,260	0	0	0
65040	Computer Service Charge	2,450	0	0	0
65050	IS Strategic Plan	68,784	0	0	0
65100	Insurance Charges	34,714	0	0	0
65205	Internal Departments Personnel Charges	57,455	0	0	0
65400	Indirect Costs	43,918	0	0	0
	SUBTOTAL FIXED CHARGES	<u>230,368</u>	<u>0</u>	<u>0</u>	<u>0</u>
	TOTAL EXPENDITURES	<u><u>890,649</u></u>	<u><u>0</u></u>	<u><u>0</u></u>	<u><u>0</u></u>

COMMUNITY DEVELOPMENT AGENCY

ADMINISTRATIVE SERVICE		ACCOUNTING UNIT			
South Main (Debt Service)		55218020			
Account Code	LINE ITEM RESOURCES	ACTUAL FY 11-12	ADOPTED FY 12-13	ADOPTED FY 13-14	ADOPTED FY 14-15
62300	Contract Services-Professional	1,375	0	0	0
62401	Trustee Fees	2,109	0	0	0
	SUBTOTAL CONTRACTUAL	<u>3,484</u>	<u>0</u>	<u>0</u>	<u>0</u>
67300	Bond Principal	545,000	0	0	0
67310	Bond Interest	369,211	0	0	0
	SUBTOTAL DEBT SERVICE	<u>914,211</u>	<u>0</u>	<u>0</u>	<u>0</u>
	TOTAL EXPENDITURES	<u><u>917,695</u></u>	<u><u>0</u></u>	<u><u>0</u></u>	<u><u>0</u></u>

ADMINISTRATIVE SERVICES		ACCOUNTING UNIT			
Merged (Debt Service)		55418020			
Account Code	LINE ITEM RESOURCES	ACTUAL FY 11-12	ADOPTED FY 12-13	ADOPTED FY 13-14	ADOPTED FY 14-15
62401	Trustee Fees	271	0	0	0
	SUBTOTAL CONTRACTUAL	<u>271</u>	<u>0</u>	<u>0</u>	<u>0</u>
67310	Bond Interest	2,420,664	0	0	0
	SUBTOTAL DEBT SERVICE	<u>2,420,664</u>	<u>0</u>	<u>0</u>	<u>0</u>
	TOTAL EXPENDITURES	<u><u>2,420,935</u></u>	<u><u>0</u></u>	<u><u>0</u></u>	<u><u>0</u></u>

ADMINISTRATIVE SERVICES		ACCOUNTING UNIT			
South Main (Debt Service)		55818020			
Account Code	LINE ITEM RESOURCES	ACTUAL FY 11-12	ADOPTED FY 12-13	ADOPTED FY 13-14	ADOPTED FY 14-15
62300	Contract Services-Professional	1,375	0	0	0
62401	Trustee Fees	2,109	0	0	0
	SUBTOTAL CONTRACTUAL	<u>3,484</u>	<u>0</u>	<u>0</u>	<u>0</u>
67300	Bond Principal	1,890,000	0	0	0
67310	Bond Interest	524,000	0	0	0
	SUBTOTAL DEBT SERVICE	<u>2,414,000</u>	<u>0</u>	<u>0</u>	<u>0</u>
	TOTAL EXPENDITURES	<u><u>2,417,484</u></u>	<u><u>0</u></u>	<u><u>0</u></u>	<u><u>0</u></u>

COMMUNITY DEVELOPMENT AGENCY

ADMINISTRATIVE SERVICES		ACCOUNTING UNIT			
Commercial Corridor (Obligations)		55318850			
Account Code	LINE ITEM RESOURCES	ACTUAL FY 11-12	ADOPTED FY 12-13	ADOPTED FY 13-14	ADOPTED FY 14-15
62300	Contract Services-Professional	6,064	0	0	0
	SUBTOTAL CONTRACTUAL	<u>6,064</u>	<u>0</u>	<u>0</u>	<u>0</u>
	TOTAL EXPENDITURES	<u><u>6,064</u></u>	<u><u>0</u></u>	<u><u>0</u></u>	<u><u>0</u></u>
ADMINISTRATIVE SERVICES		ACCOUNTING UNIT			
Merged (Obligations)		57018850			
Account Code	LINE ITEM RESOURCES	ACTUAL FY 11-12	ADOPTED FY 12-13	ADOPTED FY 13-14	ADOPTED FY 14-15
62500	Rent Payments	194,062	0	0	0
	SUBTOTAL CONTRACTUAL	<u>194,062</u>	<u>0</u>	<u>0</u>	<u>0</u>
	TOTAL EXPENDITURES	<u><u>194,062</u></u>	<u><u>0</u></u>	<u><u>0</u></u>	<u><u>0</u></u>
ADMINISTRATIVE SERVICES		ACCOUNTING UNIT			
Merged (Debt Service)		57118020			
Account Code	LINE ITEM RESOURCES	ACTUAL FY 11-12	ADOPTED FY 12-13	ADOPTED FY 13-14	ADOPTED FY 14-15
68000-552	Transfer to Fund 552	917,886	0	0	0
68000-553	Transfer to Fund 553	1,518,037	0	0	0
68000-554	Transfer to Fund 554	2,420,664	0	0	0
68000-558	Transfer to Fund 558	2,417,675	0	0	0
68000-570	Transfer to Fund 570	4,514,761	0	0	0
68010-011	Loan Payment to Fund 011	1,833,288	0	0	0
	SUBTOTAL INTERFUND TRANSFERS	<u>13,622,311</u>	<u>0</u>	<u>0</u>	<u>0</u>
	TOTAL EXPENDITURES	<u><u>13,622,311</u></u>	<u><u>0</u></u>	<u><u>0</u></u>	<u><u>0</u></u>
ADMINISTRATIVE SERVICES		ACCOUNTING UNIT			
Merged (Obligations)		57118021			
Account Code	LINE ITEM RESOURCES	ACTUAL FY 11-12	ADOPTED FY 12-13	ADOPTED FY 13-14	ADOPTED FY 14-15
68000-552	Transfer to Fund 507	8,210,036	0	0	0
	SUBTOTAL INTERFUND TRANSFERS	<u>8,210,036</u>	<u>0</u>	<u>0</u>	<u>0</u>
69140	Payments to Districts	46,157	0	0	0
69142	Payment to Other Agencies	(46,157)	0	0	0
	SUBTOTAL MISCELLANEOUS	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>
	TOTAL EXPENDITURES	<u><u>8,210,036</u></u>	<u><u>0</u></u>	<u><u>0</u></u>	<u><u>0</u></u>

COMMUNITY DEVELOPMENT AGENCY

SUCCESSOR AGENCY	PROGRAM			
Operations	Various			
Statement of Purpose				
<i>To wind down the affairs of the former Redevelopment Agency pursuant to AB 1X 26.</i>				
Accomplishments in FY 11-12 & FY 12-13				
<ul style="list-style-type: none"> * Analyzed and implemented Redevelopment Dissolution law and Amendment legislation AB 1484. * Established and staffed Oversight Board, Successor Agency & Successor Housing Agency, * Prepared & filed two Enforceable Obligation Payment Schedules & four Recognized Obligation Payment Schedules (6-month budgets) by required deadlines. * Coordinated two Due Diligence Reviews & Prepared Housing Asset Transfer Form by required deadlines. * Conducted inventory review of real property and obtained Oversight Board approval, prior to enactment of AB 1484. * Managed 4 Meet & Confer meetings with State Department of Finance & on-going dispute resolution. * Strategic planning and documentation for litigation related to enforceable obligations * Tracking and analysis of Dissolution-related legislation * Continued to manage project obligations for agreements entered into prior to the RDA dissolution, such as Main Place expansion, Discovery Science Center, Auto Mall expansion, etc. 				
Action Plan for FY 13-14 & 14-15				
<ul style="list-style-type: none"> * Manage and implement Enforceable Obligations (projects/financial obligations.) * Prepare (2) six-month ROP's & Manage Meet & Confers as necessary. * Pursue Finding of Completion to facilitate use of bond funds, etc. * Pursue Findings of Determinations for selected EOs * Assist as necessary with State Controller's Review * Strategic planning and documentation for litigation related to enforceable obligations * Develop strategy for and disposition of Agency Marketable Properties, after SCO Review * 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 as applicable * Facilitate BMW and other Auto Mall projects as appropriate * Continued on-going efforts to assist Main Place with expansion * Continued to assist Discovery Science Center expansion * Property Management of Agency properties 				
PERFORMANCE MEASURES	Actual FY 11-12	Estimated FY 12-13	Objective FY 13-14	Objective FY 14-15
Service Level				
# of RFQs/RFPs issued	N/A	N/A	N/A	1
# of agreements approved	N/A	N/A	1	1
Effectiveness				
Percentage of objectives completed on schedule	N/A	N/A	100	100
Efficiency				
# of projects/key documents/actions administered	N/A	N/A	35	35

COMMUNITY DEVELOPMENT AGENCY

SUCCESSOR AGENCY		ACCOUNTING UNIT			
Administration		67018843			
Account Code	LINE ITEM RESOURCES	ACTUAL FY 11-12	ADOPTED FY 12-13	ADOPTED FY 13-14	ADOPTED FY 14-15
61000	Salaries Regular	196,571	245,995	143,850	144,115
61020	Salaries Part-Time	91,498	0	0	0
61040	Salaries Overtime	1,125	0	0	0
61100	Retirement-Employer Contribution	24,662	26,075	21,240	26,805
61110	Part-Time Retirement	1,280	0	0	
61120	Medicare Insurance	2,500	3,565	2,085	2,090
61130	Health Insurance	35,725	48,985	24,580	24,580
61170	Retiree Health Benefits	0	2,365	2,515	2,520
61180	Worker Compensation Insurance	3,998	4,385	3,220	3,220
	SUBTOTAL PERSONNEL	357,359	331,370	197,490	203,330
62010	Communications	3,580	12,000	12,000	12,000
62012	Cellular Phone Charges	150	0	360	360
62120	Training, Transportation, Meeting	1,657	0	1,000	1,000
62140	Membership, Subscription & Dues	0	0	2,000	2,000
62300	Contract Services-Professional	8,788	241,315	248,855	242,990
62302	Contracted Vendor Personnel Services	0	53,400	33,800	33,800
62322	M&R Machinery & Equipment	44	500	500	500
62600	Parking Validation	100	0	500	500
62700	Auto Expense	2,500	0	0	0
	SUBTOTAL CONTRACTUAL	16,819	307,215	299,015	293,150
63001	Miscellaneous Operating Expenses	4,229	30,490	22,200	22,200
	SUBTOTAL COMMODITIES	4,229	30,490	22,200	22,200
65000	Building Rental	0	13,090	7,045	7,045
65010	Rental City Equipment	237	1,555	0	0
65040	Computer Service Charge	0	140	65	65
65050	IS Strategic Plan	0	5,415	2,785	2,785
65100	Insurance Charges	0	8,960	4,615	4,615
65400	Indirect Costs	26,278	21,600	12,630	12,655
	SUBTOTAL FIXED CHARGES	26,515	50,760	27,140	27,165
	TOTAL EXPENDITURES	404,922	719,835	545,845	545,845
Class Code	AUTHORIZED PERSONNEL	ADOPTED FY 12-13		ADOPTED FY 13-14	
		Full Time	Part Time	Full Time	Part Time
2491	Deputy City Manager for Dev Services	0.12		0.00	
2870	Exec. Director of Community Development	0.00		0.25	
2865	Asst. Director of Community Development	0.20		0.00	
0605	Redevelopment Program Manager	0.25		0.00	
	Community Development Manager	0.00		0.30	
0350	Economic Development Specialist III	0.10		0.02	
0150	Senior Management Analyst	0.54		0.25	
0580	Redevelopment Project Manager I	0.15		0.00	
7280	Senior Accounting Assistant	0.42		0.10	
7321	Community Development Commission Secretary	0.25		0.20	
7330	Senior Office Assistant	0.30		0.10	
	TOTAL	2.33	0.00	1.22	0.00

COMMUNITY DEVELOPMENT AGENCY

SUCCESSOR AGENCY		ACCOUNTING UNIT			
South Main 2003 Series A Bonds (Debt Service)		65218020			
Account Code	LINE ITEM RESOURCES	ACTUAL FY 11-12	ADOPTED FY 12-13	ADOPTED FY 13-14	ADOPTED FY 14-15
62300	Contract Services-Professional	0	1,500	3,375	3,375
62401	Trustee Fees	375	4,000	3,000	3,000
	SUBTOTAL CONTRACTUAL	<u>375</u>	<u>5,500</u>	<u>6,375</u>	<u>6,375</u>
67300	Bond Principal	0	560,000	580,000	605,000
67310	Bond Interest	360,355	711,260	691,660	670,620
	SUBTOTAL DEBT SERVICE	<u>360,355</u>	<u>1,271,260</u>	<u>1,271,660</u>	<u>1,275,620</u>
	TOTAL EXPENDITURES	<u><u>360,730</u></u>	<u><u>1,276,760</u></u>	<u><u>1,278,035</u></u>	<u><u>1,281,995</u></u>

SUCCESSOR AGENCY		ACCOUNTING UNIT			
Merged 2011 Series A Bonds (Debt Service)		65418020			
Account Code	LINE ITEM RESOURCES	ACTUAL FY 11-12	ADOPTED FY 12-13	ADOPTED FY 13-14	ADOPTED FY 14-15
62300	Contract Services-Professional	0	3,000	15,000	15,000
62401	Trustee Fees	2,050	7,000	3,000	3,000
	SUBTOTAL CONTRACTUAL	<u>2,050</u>	<u>10,000</u>	<u>18,000</u>	<u>18,000</u>
67310	Bond Interest	2,104,925	4,209,850	4,209,850	4,209,850
	SUBTOTAL DEBT SERVICE	<u>2,104,925</u>	<u>4,209,850</u>	<u>4,209,850</u>	<u>4,209,850</u>
	TOTAL EXPENDITURES	<u><u>2,106,975</u></u>	<u><u>4,219,850</u></u>	<u><u>4,227,850</u></u>	<u><u>4,227,850</u></u>

SUCCESSOR AGENCY		ACCOUNTING UNIT			
South Main 2003 Series B Bonds (Debt Service)		65818020			
Account Code	LINE ITEM RESOURCES	ACTUAL FY 11-12	ADOPTED FY 12-13	ADOPTED FY 13-14	ADOPTED FY 14-15
62300	Contract Services-Professional	0	1,500	3,375	3,375
62401	Trustee Fees	375	2,500	3,000	3,000
	SUBTOTAL CONTRACTUAL	<u>375</u>	<u>4,000</u>	<u>6,375</u>	<u>6,375</u>
67300	Bond Principal	0	1,990,000	2,085,000	2,200,000
67310	Bond Interest	476,750	903,750	801,875	694,750
	SUBTOTAL DEBT SERVICE	<u>476,750</u>	<u>2,893,750</u>	<u>2,886,875</u>	<u>2,894,750</u>
	TOTAL EXPENDITURES	<u><u>477,125</u></u>	<u><u>2,897,750</u></u>	<u><u>2,893,250</u></u>	<u><u>2,901,125</u></u>

COMMUNITY DEVELOPMENT AGENCY

SUCCESSOR AGENCY		ACCOUNTING UNIT			
Merged (Obligations)		67018850			
Account Code	LINE ITEM RESOURCES	ACTUAL FY 11-12	ADOPTED FY 12-13	ADOPTED FY 13-14	ADOPTED FY 14-15
62500	Rent Payments	161,719	208,125	208,125	208,125
	SUBTOTAL CONTRACTUAL	<u>161,719</u>	<u>208,125</u>	<u>208,125</u>	<u>208,125</u>
	TOTAL EXPENDITURES	<u><u>161,719</u></u>	<u><u>208,125</u></u>	<u><u>208,125</u></u>	<u><u>208,125</u></u>
SUCCESSOR AGENCY		ACCOUNTING UNIT			
Redevelopment Obligation Retirement Fund		67118021			
Account Code	LINE ITEM RESOURCES	ACTUAL FY 11-12	ADOPTED FY 12-13	ADOPTED FY 13-14	ADOPTED FY 14-15
61000	Salaries Regular	126,739	56,670	507,900	107,900
61100	Retirement-Employer Contribution	0	5,785	121,070	121,340
61120	Medicare Insurance	1,253	820	105	105
61130	Health Insurance	0	9,080	100,975	100,975
61170	Retiree Health Benefits	0	285	10,125	10,125
61180	Worker Compensation Insurance	931	1,130	215	215
	SUBTOTAL PERSONNEL	<u>128,923</u>	<u>73,770</u>	<u>740,390</u>	<u>340,660</u>
62000	Utilities	116	0	0	0
62251	Other Agency Services	0	65,000	0	0
62300	Contract Services-Professional	6,379	950,000	1,365,610	865,340
62400	Auditor Fee	0	57,000	30,000	30,000
62500	Rent Payments	0	180,000	180,000	180,000
	SUBTOTAL CONTRACTUAL	<u>6,495</u>	<u>1,252,000</u>	<u>1,575,610</u>	<u>1,075,340</u>
65400	Indirect Costs	10,393	4,975	700	700
	SUBTOTAL FIXED CHARGES	<u>10,393</u>	<u>4,975</u>	<u>700</u>	<u>700</u>
67002	Interest-Santa Ana Venture	1,444,377	2,500,000	2,000,000	2,000,000
	SUBTOTAL DEBT SERVICE	<u>1,444,377</u>	<u>2,500,000</u>	<u>2,000,000</u>	<u>2,000,000</u>
68000-027	Transfer to Fund 027	0	1,665,415	1,823,200	2,011,950
68000-652	Transfer to Fund 652	360,355	1,276,760	1,278,035	1,281,995
68000-654	Transfer to Fund 654	2,104,297	4,219,850	4,227,850	4,227,850
68000-658	Transfer to Fund 658	476,750	2,897,750	2,893,250	2,901,125
68000-670	Transfer to Fund 670	0	700,000	538,645	538,645
	SUBTOTAL INTERFUND TRANSFERS	<u>2,941,402</u>	<u>10,759,775</u>	<u>10,760,980</u>	<u>10,961,565</u>
69140	Payment to Other Districts	1,160,097	1,000,000	0	0
69142	Payment to Other Agencies	5,330,157	0	0	0
69166	ERAF Payment	302,827	2,134,045	3,000,000	3,000,000
	SUBTOTAL MISCELLANEOUS	<u>6,793,081</u>	<u>3,134,045</u>	<u>3,000,000</u>	<u>3,000,000</u>
	TOTAL EXPENDITURES	<u><u>11,324,671</u></u>	<u><u>17,724,565</u></u>	<u><u>18,077,680</u></u>	<u><u>17,378,265</u></u>

COMMUNITY DEVELOPMENT AGENCY

SUCCESSOR AGENCY		ACCOUNTING UNIT			
South Main 2003 Series A Tax Allocation Bonds - Capital Projects		65218830			
Account Code	LINE ITEM RESOURCES	ACTUAL FY 11-12	ADOPTED FY 12-13	ADOPTED FY 13-14	ADOPTED FY 14-15
66220	Improvements Other Than Building	5,535	0	0	0
	SUBTOTAL CAPITAL	<u>5,535</u>	<u>0</u>	<u>0</u>	<u>0</u>
	TOTAL EXPENDITURES	<u><u>5,535</u></u>	<u><u>0</u></u>	<u><u>0</u></u>	<u><u>0</u></u>
SUCCESSOR AGENCY		ACCOUNTING UNIT			
Merged 2011 Series A Tax Allocation Bonds - Capital Projects		65418830			
Account Code	LINE ITEM RESOURCES	ACTUAL FY 11-12	ADOPTED FY 12-13	ADOPTED FY 13-14	ADOPTED FY 14-15
66200	Building Improvement	185,192	0	0	0
66220	Improvements Other Than Building	20,376	0	0	0
	SUBTOTAL CAPITAL	<u>205,568</u>	<u>0</u>	<u>0</u>	<u>0</u>
	TOTAL EXPENDITURES	<u><u>205,568</u></u>	<u><u>0</u></u>	<u><u>0</u></u>	<u><u>0</u></u>
SUCCESSOR AGENCY		ACCOUNTING UNIT			
Merged - Capital Projects		67018830			
Account Code	LINE ITEM RESOURCES	ACTUAL FY 11-12	ADOPTED FY 12-13	ADOPTED FY 13-14	ADOPTED FY 14-15
66220	Improvements Other Than Building	16,757	0	0	0
	SUBTOTAL CAPITAL	<u>16,757</u>	<u>0</u>	<u>0</u>	<u>0</u>
69108	Commercial Rehab Rebate	765,000	0	0	0
	SUBTOTAL MISCELLANEOUS	<u>765,000</u>	<u>0</u>	<u>0</u>	<u>0</u>
	TOTAL EXPENDITURES	<u><u>781,757</u></u>	<u><u>0</u></u>	<u><u>0</u></u>	<u><u>0</u></u>

COMMUNITY DEVELOPMENT AGENCY

SUCCESSOR AGENCY

PROGRAM

South Main Commercial Corridor

65318830

Statement of Purpose

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.

SERVICE PROGRAM

SOUTH MAIN BUILDING RENOVATION PROGRAM

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, resolution of existing litigation, and Department of Finance review.

COMMUNITY DEVELOPMENT AGENCY

SUCCESSOR AGENCY		ACCOUNTING UNIT			
South Main Commercial Corridor (Capital Projects)		65318830			
Account Code	LINE ITEM RESOURCES	ACTUAL FY 11-12	ADOPTED FY 12-13	ADOPTED FY 13-14	ADOPTED FY 14-15
62300	Contract Services-Professional	17,533	250,000	500,000	500,000
	SUBTOTAL CONTRACTUAL	<u>17,533</u>	<u>250,000</u>	<u>500,000</u>	<u>500,000</u>
66220	Improvements Other Than Buildings	2,569	250,000	500,000	500,000
	SUBTOTAL CAPITAL	<u>2,569</u>	<u>250,000</u>	<u>500,000</u>	<u>500,000</u>
	TOTAL EXPENDITURES	<u><u>20,102</u></u>	<u><u>500,000</u></u>	<u><u>1,000,000</u></u>	<u><u>1,000,000</u></u>

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 CDBG and 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 11-12 & FY 12-13				
<ul style="list-style-type: none"> * Continued to improve processes to ensure program compliance and efficient administration for the CDBG/ESG programs. * Submitted final close out documentation for the Homelessness Prevention and Rapid Re-Housing Grant. * Implemented new Emergency Solutions Grant requirements. 				
Action Plan for FY 13-14 & 14-15				
<ul style="list-style-type: none"> * Develop a revised funding process for the CDBG program. * Continue to implement additional requirements of the Emergency Solutions Grant. * Continue to provide oversight of CDBG/ESG projects for compliance. 				
PERFORMANCE MEASURES	Actual	Estimated	Objective	Objective
	FY 11-12	FY 12-13	FY 13-14	FY 14-15
Service Level # of federal grants administered	4	3	2	2
Efficiency Projects/Programs funded with CDBG	11	17	17	17
Effectiveness Amount of CDBG funds disbursed	\$6,098,364	\$5,680,840	\$5,950,000	\$5,950,000
Amount of ESG funds disbursed	\$285,975	\$712,430	\$340,500	\$340,500

COMMUNITY DEVELOPMENT AGENCY

ADMINISTRATIVE SERVICES		ACCOUNTING UNIT			
Community Development Block Grant - Administration		13518780			
Account Code	LINE ITEM RESOURCES	ACTUAL FY 11-12	ADOPTED FY 12-13	ADOPTED FY 13-14	ADOPTED FY 14-15
61000	Salaries Regular	228,960	332,460	376,900	376,900
61020	Salaries Part-Time	13,212	70,320	87,015	87,015
61040	Salaries Overtime	1,853	10,000	10,000	10,000
61100	Retirement-Employer Contribution	25,189	32,510	55,840	70,105
61110	Part-Time Retirement	157	5,945	12,115	15,135
61120	Medicare Insurance	3,220	5,840	6,725	6,725
61130	Health Insurance	34,753	60,705	60,375	60,375
61170	Retiree Health Benefits	3,787	3,930	7,210	7,210
61180	Worker Compensation Insurance	3,646	4,990	5,860	5,860
	SUBTOTAL PERSONNEL	314,777	526,700	622,040	639,325
62120	Training, Transportation, Meeting	218	2,000	2,000	2,000
62140	Membership, Subscription & Dues	2,970	500	2,525	2,525
62200	Advertising	15,666	14,000	14,000	14,000
62300	Contract Services-Professional	22,435	210,040	131,865	109,580
62302	Contracted Vendor Personnel Services	18,502	40,000	40,000	40,000
62322	M&R Machinery & Equipment	0	325	325	325
62400	Auditor Fee	0	10,000	10,000	10,000
62700	Auto Expense	80	0	0	0
	SUBTOTAL CONTRACTUAL	59,871	276,865	200,715	178,430
63001	Miscellaneous Operating Expenses	2,174	10,520	13,065	13,065
63300	Gas & Diesel	0	0	50	50
	SUBTOTAL COMMODITIES	2,174	10,520	13,115	13,115
65000	Building Rental	10,385	18,525	28,270	28,270
65010	Rental City Equipment	2,845	1,555	580	580
65040	Computer Service Charge	0	200	295	295
65050	IS Strategic Plan	0	7,665	11,150	11,150
65100	Insurance Charges	0	12,675	18,440	18,440
65400	Indirect Costs	6,830	9,870	36,095	36,095
	SUBTOTAL FIXED CHARGES	20,060	50,490	94,830	94,830
69135	Payment to Subagent	0	71,520	69,300	69,300
	SUBTOTAL MISCELLANEOUS	0	71,520	69,300	69,300
	TOTAL EXPENDITURES	396,882	936,095	1,000,000	995,000

Class Code	AUTHORIZED PERSONNEL	ADOPTED FY 12-13		ADOPTED FY 13-14	
		Full Time	Part Time	Full Time	Part Time
2491	Deputy City Manager for Dev Services	0.08		0.00	
2870	Exec. Director of Community Development	0.00		0.10	
2865	Asst Director of Community Development	0.05		0.00	
2460	Housing Division Manager	0.10		0.15	
2690	Economic Development Manager	0.00		0.05	
0350	Economic Development Specialist III	0.00		0.05	
0150	Senior Management Analyst	0.20		0.10	
1840	Housing Programs Analyst	0.35		0.20	
1720	Management Analyst	0.72		0.83	
7280	Senior Accounting Assistant	0.30		0.22	
7321	Community Development Commission Secretary	0.15		0.05	
2700	Senior Residential Construction Specialist	0.20		0.30	
2710	Residential Construction Specialist	0.30		0.20	
7000	Loan Specialist	0.20		0.25	
7330	Senior Office Assistant	0.40		0.55	
	TOTAL	3.05	0.00	3.05	0.00

COMMUNITY DEVELOPMENT AGENCY

ADMINISTRATIVE SERVICES		ACCOUNTING UNIT			
Community Development Block Grant - Projects		13518783			
Account Code	LINE ITEM RESOURCES	ACTUAL FY 11-12	ADOPTED FY 12-13	ADOPTED FY 13-14	ADOPTED FY 14-15
61000	Salaries Regular	880,512	1,152,570	939,440	939,440
61020	Salaries Part-Time	333,079	419,055	432,690	432,690
61040	Salaries Overtime	16,818	22,970	87,915	87,915
61100	Retirement-Employer Contribution	105,825	140,575	75,725	78,880
61110	Part-Time Retirement	12,490	14,555	15,475	15,475
61120	Medicare Insurance	14,424	18,185	17,505	17,505
61130	Health Insurance	157,077	217,945	157,505	157,505
61170	Retiree Health Benefits	10,540	11,395	10,685	10,685
61180	Worker Compensation Insurance	26,463	35,755	24,980	24,980
	SUBTOTAL PERSONNEL	1,557,228	2,033,005	1,761,920	1,765,075
62300	Contract Services-Professional	347,249	0	17,270	15,210
	SUBTOTAL CONTRACTUAL	347,249	0	17,270	15,210
63001	Miscellaneous Operating Expenses	6	0	11,220	10,125
	SUBTOTAL COMMODITIES	6	0	11,220	10,125
65000	Building Rental	81,324	0	0	0
65010	Rental City Equipment	56,681	0	0	0
65100	Insurance Charges	37,998	0	0	0
65205	Internal Departments Personnel Charges	248,512	0	0	0
65400	Indirect Costs	32,087	39,070	113,590	113,590
	SUBTOTAL FIXED CHARGES	456,602	39,070	113,590	113,590
66220	Improvements Other Than Building	2,806,011	1,977,310	1,657,000	1,657,000
	SUBTOTAL CAPITAL	2,806,011	1,977,310	1,657,000	1,657,000
69135	Payment to Subagent	213,776	80,000	80,000	80,000
69152	Loans & Grants	0	0	284,000	284,000
	SUBTOTAL MISCELLANEOUS	213,776	80,000	364,000	364,000
	TOTAL EXPENDITURES	5,380,872 *	4,129,385 *	3,925,000 *	3,925,000 *
	<i>* Amount includes funds provided to other departments for various projects & programs.</i>				
Class Code	AUTHORIZED PERSONNEL	ADOPTED FY 12-13		ADOPTED FY 13-14	
		Full Time	Part Time	Full Time	Part Time
2690	Economic Development Manager	0.00		0.20	
0350	Economic Development Specialist III	0.00		0.40	
	TOTAL	0.00	0.00	0.60	0.00
	<i>* Balance of the positions are shown in various department budgets.</i>				

COMMUNITY DEVELOPMENT AGENCY

ADMINISTRATIVE SERVICES		ACCOUNTING UNIT			
Emergency Solutions Grant		13518785			
Account Code	LINE ITEM RESOURCES	ACTUAL FY 11-12	ADOPTED FY 12-13	ADOPTED FY 13-14	ADOPTED FY 14-15
61000	Salaries Regular	11,355	24,280	15,800	15,800
61020	Salaries Part-Time	0	9,000	4,700	4,700
61040	Salaries Overtime	0	500	20,500	20,500
61100	Retirement-Employer Contribution	1,225	2,710	2,235	2,805
61110	Part-Time Retirement	0	780	695	875
61120	Medicare Insurance	171	485	285	285
61130	Health Insurance	536	2,485	2,615	2,615
61170	Retiree Health Benefits	34	380	265	265
61180	Worker Compensation Insurance	125	345	205	205
	SUBTOTAL PERSONNEL	13,446	40,965	47,300	48,050
62120	Training, Transportation, Meeting	0	500	500	500
62200	Advertising	920	1,000	1,000	1,000
62300	Contract Services-Professional	0	8,955	12,000	11,250
62302	Contracted Vendor Personnel Services	256	3,000	1,500	1,500
62700	Auto Expense	60	0	0	0
	SUBTOTAL CONTRACTUAL	1,236	13,455	15,000	14,250
63001	Miscellaneous Operating Expenses	317	2,045	1,755	1,755
	SUBTOTAL COMMODITIES	317	2,045	1,755	1,755
65000	Building Rental	0	1,610	925	925
65040	Computer Service Charge	0	20	10	10
65050	IS Strategic Plan	0	665	365	365
65100	Insurance Charges	0	1,100	605	605
65400	Indirect Costs	278	815	3,540	3,540
	SUBTOTAL FIXED CHARGES	278	4,210	5,445	5,445
69135	Payment to Subagent	270,698	651,755	361,000	361,000
	SUBTOTAL MISCELLANEOUS	270,698	651,755	361,000	361,000
	TOTAL EXPENDITURES	285,975	712,430	430,500	430,500
Class Code	AUTHORIZED PERSONNEL	ADOPTED FY 12-13		ADOPTED FY 13-14	
		Full Time	Part Time	Full Time	Part Time
1720	Management Analyst	0.20		0.10	
7330	Senior Office Assistant	0.00		0.10	
	TOTAL	0.20	0.00	0.20	0.00

COMMUNITY DEVELOPMENT AGENCY

ADMINISTRATIVE SERVICES		ACCOUNTING UNIT			
Homelessness Prevention and Rapid Re-Housing		13518786			
Account Code	LINE ITEM RESOURCES	ACTUAL FY 11-12	ADOPTED FY 12-13	ADOPTED FY 13-14	ADOPTED FY 14-15
61000	Salaries Regular	13,120	0	0	0
61020	Salaries Part-Time	5,451	0	0	0
61040	Salaries Overtime	339	0	0	0
61100	Retirement-Employer Contribution	2,056	0	0	0
61120	Medicare Insurance	276	0	0	0
61130	Health Insurance	768	0	0	0
61170	Retiree Health Benefits	154	0	0	0
61180	Worker Compensation Insurance	216	0	0	0
	SUBTOTAL PERSONNEL	<u>22,380</u>	<u>0</u>	<u>0</u>	<u>0</u>
65400	Indirect Costs	1,014	0	0	0
	SUBTOTAL FIXED CHARGES	<u>1,014</u>	<u>0</u>	<u>0</u>	<u>0</u>
69135	Payment to Subagent	1,060,298	0	0	0
	SUBTOTAL MISCELLANEOUS	<u>1,060,298</u>	<u>0</u>	<u>0</u>	<u>0</u>
	TOTAL EXPENDITURES	<u><u>1,083,692</u></u>	<u><u>0</u></u>	<u><u>0</u></u>	<u><u>0</u></u>

**COMMUNITY DEVELOPMENT AGENCY
DIVISION RESOURCE SUMMARY**

REDEVELOPMENT

ACTIVITIES		ACTUAL FY 11-12	ADOPTED FY 12-13	ADOPTED FY 13-14	ADOPTED FY 14-15
Administration					
57018842	Redevelopment	582,152	0	0	0
		582,152	0	0	0
Capital Projects					
55218830	South Main	105,973	0	0	0
55318830	South Main Commercial Corridor	16,338	0	0	0
55418830	Merged Projects	91,866	0	0	0
57018830	Merged Project Area	1,181,129	0	0	0
		1,395,306	0	0	0
	TOTAL	<u>1,977,458</u>	<u>0</u>	<u>0</u>	<u>0</u>
OPERATING EXPENSE		ACTUAL FY 11-12	ADOPTED FY 12-13	ADOPTED FY 13-14	ADOPTED FY 14-15
61000	Personnel	223,934	0	0	0
62000	Contractual	42,937	0	0	0
63000	Commodities	1,992	0	0	0
65000	Fixed Charges	315,733	0	0	0
66000	Capital	1,392,862	0	0	0
	TOTAL	<u>1,977,458</u>	<u>0</u>	<u>0</u>	<u>0</u>
Class Code	AUTHORIZED PERSONNEL	ADOPTED FY 12-13		ADOPTED FY 13-14	
		Full Time	Part Time	Full Time	Part Time
		<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>

COMMUNITY DEVELOPMENT AGENCY

REDEVELOPMENT		ACCOUNTING UNIT			
Merged		57018842			
Account Code	LINE ITEM RESOURCES	ACTUAL FY 11-12	ADOPTED FY 12-13	ADOPTED FY 13-14	ADOPTED FY 14-15
61000	Salaries Regular	109,516	0	0	0
61020	Salaries Part-Time	69,139	0	0	0
61040	Salaries Overtime	21	0	0	0
61100	Retirement-Employer Contribution	18,695	0	0	0
61110	Part-Time Retirement	754	0	0	0
61120	Medicare Insurance	942	0	0	0
61130	Health Insurance	20,396	0	0	0
61170	Retiree Health Benefits	2,029	0	0	0
61180	Worker Compensation Insurance	2,341	0	0	0
	SUBTOTAL PERSONNEL	223,833	0	0	0
62010	Communications	4,517	0	0	0
62120	Training, Transportation, Meeting	119	0	0	0
62140	Membership, Subscription & Dues	11,480	0	0	0
62300	Contract Services-Professional	24,470	0	0	0
62600	Parking Validation	13	0	0	0
	SUBTOTAL CONTRACTUAL	40,599	0	0	0
63001	Miscellaneous Operating Expenses	1,992	0	0	0
	SUBTOTAL COMMODITIES	1,992	0	0	0
65000	Building Rental	13,988	0	0	0
65010	Rental City Equipment	1,422	0	0	0
65040	Computer Service Charge	1,826	0	0	0
65050	IS Strategic Plan	97,950	0	0	0
65100	Insurance Charges	94,631	0	0	0
65205	Internal Departments Personnel Charges	86,375	0	0	0
65400	Indirect Costs	19,536	0	0	0
	SUBTOTAL FIXED CHARGES	315,728	0	0	0
	TOTAL EXPENDITURES	582,152	0	0	0

COMMUNITY DEVELOPMENT AGENCY

REDEVELOPMENT		ACCOUNTING UNIT			
South Main (Projects)		55218830			
Account Code	LINE ITEM RESOURCES	ACTUAL FY 11-12	ADOPTED FY 12-13	ADOPTED FY 13-14	ADOPTED FY 14-15
66220	Improvements Other Than Building	105,973	0	0	0
	SUBTOTAL CAPITAL	<u>105,973</u>	<u>0</u>	<u>0</u>	<u>0</u>
	TOTAL EXPENDITURES	<u><u>105,973</u></u>	<u><u>0</u></u>	<u><u>0</u></u>	<u><u>0</u></u>
REDEVELOPMENT		ACCOUNTING UNIT			
South Main Commercial Corridor (Projects)		55318830			
Account Code	LINE ITEM RESOURCES	ACTUAL FY 11-12	ADOPTED FY 12-13	ADOPTED FY 13-14	ADOPTED FY 14-15
66200	Building Improvement	11,913	0	0	0
66220	Improvements Other Than Building	4,425	0	0	0
	SUBTOTAL CAPITAL	<u>16,338</u>	<u>0</u>	<u>0</u>	<u>0</u>
	TOTAL EXPENDITURES	<u><u>16,338</u></u>	<u><u>0</u></u>	<u><u>0</u></u>	<u><u>0</u></u>
REDEVELOPMENT		ACCOUNTING UNIT			
Merged (Projects)		55418830			
Account Code	LINE ITEM RESOURCES	ACTUAL FY 11-12	ADOPTED FY 12-13	ADOPTED FY 13-14	ADOPTED FY 14-15
62300	Contract Services-Professional	29	0	0	0
	SUBTOTAL CONTRACTUAL	<u>29</u>	<u>0</u>	<u>0</u>	<u>0</u>
66200	Building Improvement	68,065	0	0	0
66220	Improvements Other Than Building	23,772	0	0	0
	SUBTOTAL CAPITAL	<u>91,837</u>	<u>0</u>	<u>0</u>	<u>0</u>
	TOTAL EXPENDITURES	<u><u>91,866</u></u>	<u><u>0</u></u>	<u><u>0</u></u>	<u><u>0</u></u>

COMMUNITY DEVELOPMENT AGENCY

REDEVELOPMENT		ACCOUNTING UNIT			
Merged (Projects)		57018830			
Account Code	LINE ITEM RESOURCES	ACTUAL FY 11-12	ADOPTED FY 12-13	ADOPTED FY 13-14	ADOPTED FY 14-15
61040	Salaries Overtime	101	0	0	0
	SUBTOTAL PERSONNEL	<u>101</u>	<u>0</u>	<u>0</u>	<u>0</u>
62300	Contract Services-Professional	2,309	0	0	0
	SUBTOTAL CONTRACTUAL	<u>2,309</u>	<u>0</u>	<u>0</u>	<u>0</u>
65400	Indirect Costs	5	0	0	0
	SUBTOTAL FIXED CHARGES	<u>5</u>	<u>0</u>	<u>0</u>	<u>0</u>
66220	Improvements Other Than Building	1,178,714	0	0	0
	SUBTOTAL CAPITAL	<u>1,178,714</u>	<u>0</u>	<u>0</u>	<u>0</u>
	TOTAL EXPENDITURES	<u><u>1,181,129</u></u>	<u><u>0</u></u>	<u><u>0</u></u>	<u><u>0</u></u>

**COMMUNITY DEVELOPMENT AGENCY
DIVISION RESOURCE SUMMARY**

ECONOMIC DEVELOPMENT

ACTIVITIES		ACTUAL FY 11-12	ADOPTED FY 12-13	ADOPTED FY 13-14	ADOPTED FY 14-15
Tax Increment					
57018841	Business Outreach and Retention	499,777	0	0	0
	SUBTOTAL	499,777	0	0	0
Special Revenue Programs					
02518810	IDB Monitoring	0	75,260	15,000	15,000
02518820	Enterprise Zone	0	503,000	393,500	393,500
41718810	Enterprise Zone (for FY 11-12 only)	235,790	0	0	0
	SUBTOTAL	235,790	578,260	408,500	408,500
Federal Programs/Grants					
123187xx	Workforce Investment Act	4,002,582	3,947,835	3,865,420	3,883,720
124187xx	Orange County Grants	121,541	194,580	800,000	800,000
13118740	Department of Labor NEG Grant	10,587	0	0	0
132187xx	Department of Labor	215,783	161,635	147,830	151,515
	SUBTOTAL	4,350,493	4,304,050	4,813,250	4,835,235
	TOTAL	<u>5,086,060</u>	<u>4,882,310</u>	<u>5,221,750</u>	<u>5,243,735</u>
OPERATING EXPENSE		ACTUAL FY 11-12	ADOPTED FY 12-13	ADOPTED FY 13-14	ADOPTED FY 14-15
61000	Personnel	3,117,039	2,640,075	3,062,455	3,134,730
62000	Contractual	350,095	488,375	530,225	499,935
63000	Commodities	88,115	67,260	66,115	59,710
65000	Fixed Charges	323,120	202,355	245,740	245,955
69000	Miscellaneous	1,207,691	1,484,245	1,317,215	1,303,405
	TOTAL	<u>5,086,060</u>	<u>4,882,310</u>	<u>5,221,750</u>	<u>5,243,735</u>
Class Code	AUTHORIZED PERSONNEL	ADOPTED FY 12-13		ADOPTED FY 13-14	
		Full Time	Part Time	Full Time	Part Time
2491	Deputy City Manger for Dev. Services	0.08		0.00	
2870	Executive Director of Community Development	0.00		0.12	
2865	Asst. Director of Community Development	0.03		0.00	
2690	Economic Development Manager	1.00		0.75	
0350	Economic Development Specialist III	2.90		2.53	
0560	Economic Development Specialist I	1.25		1.00	
0580	Redevelopment Project Manager I	0.05		0.00	
8374	Workforce Specialist IV	1.00		1.00	
8373	Workforce Specialist III	3.00		3.00	
8372	Workforce Specialist II	14.00		12.00	
0150	Senior Management Analyst	0.16		0.32	
1720	Management Analyst	0.50		0.07	
7280	Senior Accounting Assistant	0.48		0.68	
7321	Community Dev. Commission Secretary	0.25		0.20	
7330	Senior Office Assistant	2.00		2.05	
0060	Receptionist	1.00		0.00	
	TOTAL	<u>27.70</u>	<u>0.00</u>	<u>23.72</u>	<u>0.00</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.

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.

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.

COMMUNITY DEVELOPMENT AGENCY

ECONOMIC DEVELOPMENT

PROGRAM

Business Outreach and Retention

57018841

Statement of Purpose

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.

Accomplishments in FY 11-12 & FY 12-13

- * Hosted a July 2011 Business Forum and released a new Business Resource Guide.
- * 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.
- * Continued to target top sales tax producers for retention visits to monitor any potential changes that could lead them to relocate out of the City.
- * Conducted 2 economic development forums and 2 business seminars to educate local businesses on how to be successful in Santa Ana.
- * Attended and participated in 15 meetings with local business associations and Chambers of Commerce.
- * Continued to market the benefits of the Foreign Trade Zone.

Action Plan for FY 13-14 & FY 14-15

PERFORMANCE MEASURES	Actual	Estimated	Objective	Objective
	FY 11-12	FY 12-13	FY 13-14	FY 14-15
Service Level				
# of businesses interviewed	450	0	0	0
# of businesses visited	275	0	0	0

COMMUNITY DEVELOPMENT AGENCY

ECONOMIC DEVELOPMENT		ACCOUNTING UNIT			
Business Outreach		57018841			
Account Code	LINE ITEM RESOURCES	ACTUAL FY 11-12	ADOPTED FY 12-13	ADOPTED FY 13-14	ADOPTED FY 14-15
61000	Salaries Regular	262,926	0	0	0
61020	Salaries Part-Time	155	0	0	0
61040	Salaries Overtime	183	0	0	0
61100	Retirement-Employer Contribution	28,138	0	0	0
61110	Part-Time Retirement	298	0	0	0
61120	Medicare Insurance	3,752	0	0	0
61130	Health Insurance	41,434	0	0	0
61170	Retiree Health Benefits	5,755	0	0	0
61180	Worker Compensation Insurance	4,103	0	0	0
	SUBTOTAL PERSONNEL	346,744	0	0	0
62010	Communications	4,424	0	0	0
62012	Cellular Phone Charges	270	0	0	0
62120	Training, Transportation, Meeting	272	0	0	0
62140	Membership, Subscription & Dues	6,327	0	0	0
62200	Advertising	11,600	0	0	0
62201	Business Promotion	4,857	0	0	0
62300	Contract Services-Professional	(26,884)	0	0	0
62322	M&R Machinery & Equipment	23	0	0	0
62600	Parking Validation	931	0	0	0
	SUBTOTAL CONTRACTUAL	1,820	0	0	0
63001	Miscellaneous Office Expenses	9,002	0	0	0
	SUBTOTAL COMMODITIES	9,002	0	0	0
65000	Building Rental	12,107	0	0	0
65010	Rental City Equipment	2,260	0	0	0
65040	Computer Service Charge	2,450	0	0	0
65050	IS Strategic Plan	22,117	0	0	0
65100	Insurance Charges	19,521	0	0	0
65205	Internal Departments Personnel Charges	53,280	0	0	0
65400	Indirect Costs	30,476	0	0	0
	SUBTOTAL FIXED CHARGES	142,211	0	0	0
	TOTAL EXPENDITURES	499,777	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 bonds.</i></p>				
Accomplishments in FY 11-12 & FY 12-13				
<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. 				
Action Plan for FY 13-14 & FY 14-15				
<ul style="list-style-type: none"> * Continue to monitor IDBs for job creation activities. * Review files to ensure compliance. * Issue letters requesting required reports and certifications. * Collect, review, and file the reports. * Collect corresponding monitoring fees. 				
PERFORMANCE MEASURES	Actual	Estimated	Objective	Objective
	FY 11-12	FY 12-13	FY 13-14	FY 14-15
Service Level # of IDBs Monitored	3	3	3	3
Effectiveness Amount of IDB Monitoring Fees collected	\$ -	\$ 15,000	\$ 15,000	\$ 15,370

COMMUNITY DEVELOPMENT AGENCY

SPECIAL REVENUE		ACCOUNTING UNIT			
IDB Monitoring		02518810			
Account Code	LINE ITEM RESOURCES	ACTUAL FY 11-12	ADOPTED FY 12-13	ADOPTED FY 13-14	ADOPTED FY 14-15
61000	Salaries Regular	0	50,945	9,545	9,175
61100	Retirement-Employer Contribution	0	4,235	1,460	1,830
61120	Medicare Insurance	0	745	145	145
61130	Health Insurance	0	9,215	1,670	1,670
61170	Retiree Health Benefits	0	500	170	170
61180	Worker Compensation Insurance	0	560	100	100
	SUBTOTAL PERSONNEL	0	66,200	13,090	13,090
63001	Miscellaneous Office Expenses	0	4,575	10	10
	SUBTOTAL COMMODITIES	0	4,575	10	10
65000	Building Rental	0	0	460	460
65040	Computer Service Charge	0	0	5	5
65050	IS Strategic Plan	0	0	180	180
65100	Insurance Charges	0	0	300	300
65400	Indirect Costs	0	4,485	955	955
	SUBTOTAL FIXED CHARGES	0	4,485	1,900	1,900
	TOTAL EXPENDITURES	0	75,260	15,000	15,000
		<hr/>	<hr/>	<hr/>	<hr/>
Class Code	AUTHORIZED PERSONNEL	ADOPTED FY 12-13		ADOPTED FY 13-14	
		Full Time	Part Time	Full Time	Part Time
0350	Economic Development Specialist III	0.00		0.08	
0560	Economic Development Specialist I	0.25		0.00	
0580	Redevelopment Project Manager I	0.05		0.00	
	TOTAL	0.30	0.00	0.08	0.00
		<hr/>	<hr/>	<hr/>	<hr/>

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 11-12 & FY 12-13				
<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 e-mail blast list of over 400 businesses. * Continued to work with local business organizations, SBA, and Chamber of Commerce to promote the program. 				
Action Plan for FY 13-14 & FY 14-15				
<ul style="list-style-type: none"> * Continue to administer Enterprise Zone vouchering program. * Continue to market and promote the Santa Ana Enterprise Zone to potential new and existing businesses in the City. * Monitor legislation that could affect the City's Enterprise Zone. * Continue to work with local business organizations, SBA, and Chamber of Commerce to promote the program. * Host the annual Enterprise Zone workshop. * Work with brokers to host Broker Forums on benefits of relocating to an Enterprise Zone. * Continue to assist businesses in evaluating the monetary benefits of utilizing the Enterprise Zone by providing detailed financial analyses of the hiring credit impacts. 				
PERFORMANCE MEASURES	Actual	Estimated	Objective	Objective
	FY 11-12	FY 12-13	FY 13-14	FY 14-15
Service Level				
# of businesses outreached to for EZ	233	200	250	250
# of workshops/presentations on EZ	15	15	20	20
Effectiveness				
% of EZ applications processed in 30 business days	90%	90%	90%	90%
Efficiency				
# of Enterprise Zone inquiries handled	564	500	500	500
# of Enterprise Zone vouchers issued	3,488	3,000	3,000	3,000

COMMUNITY DEVELOPMENT AGENCY

SPECIAL REVENUE		ACCOUNTING UNIT			
Enterprise Zone Vouchers Program		02518820			
Account Code	LINE ITEM RESOURCES	ACTUAL FY 11-12	ADOPTED FY 12-13	ADOPTED FY 13-14	ADOPTED FY 14-15
61000	Salaries Regular	0	185,440	137,235	137,315
61020	Salaries Part-Time	0	16,260	13,510	13,510
61100	Retirement-Employer Contribution	0	17,325	20,340	25,540
61110	Part-Time Retirement	0	610	505	505
61120	Medicare Insurance	0	2,925	2,185	2,185
61130	Health Insurance	0	31,025	14,975	14,975
61170	Retiree Health Benefits	0	1,495	2,550	2,555
61180	Worker Compensation Insurance	0	3,025	1,910	1,910
	SUBTOTAL PERSONNEL	0	258,105	193,210	198,495
62010	Communications	0	5,000	5,000	5,000
62120	Training, Transportation, Meeting	0	1,500	1,500	1,500
62140	Membership, Subscription & Dues	0	350	3,000	3,000
62200	Advertising	0	20,000	20,000	20,000
62201	Business Promotion	0	31,000	31,000	31,000
62300	Contract Services-Professional	0	90,610	101,290	96,550
62302	Contracted Vendor Personnel Services	0	3,840	3,840	3,840
62322	M&R Machinery & Equipment	0	125	125	125
	SUBTOTAL CONTRACTUAL	0	152,425	165,755	161,015
63001	Miscellaneous Office Expenses	0	5,500	5,450	4,895
	SUBTOTAL COMMODITIES	0	5,500	5,450	4,895
65000	Building Rental	0	8,660	7,040	7,040
65010	Rental City Equipment	0	1,495	0	0
65040	Computer Service Charge	0	95	75	75
65050	IS Strategic Plan	0	3,585	2,775	2,775
65100	Insurance Charges	0	5,925	4,590	4,590
65400	Indirect Costs	0	17,710	14,605	14,615
	SUBTOTAL FIXED CHARGES	0	37,470	29,085	29,095
69135	Payment to Subagent	0	49,500	0	0
	SUBTOTAL MISCELLANEOUS	0	49,500	0	0
	TOTAL EXPENDITURES	0	503,000	393,500	393,500
<p><i>Note: The accounting unit for this program was changed to 02518820 in FY 12-13.</i></p>					
Class Code	AUTHORIZED PERSONNEL	ADOPTED FY 12-13		ADOPTED FY 13-14	
		Full Time	Part Time	Full Time	Part Time
2491	Deputy City Manger for Dev. Services	0.03		0.00	
2870	Exec. Director of Community Development	0.00		0.05	
2690	Economic Development Manager	0.25		0.05	
0350	Economic Development Specialist III	0.65		0.20	
0560	Economic Development Specialist I	1.00		1.00	
0150	Senior Management Analyst	0.01		0.01	
7280	Senior Accounting Assistant	0.03		0.03	
	TOTAL	1.97	0.00	1.34	0.00

COMMUNITY DEVELOPMENT AGENCY

ECONOMIC DEVELOPMENT		ACCOUNTING UNIT			
Enterprise Zone Vouchers Program		41718810			
Account Code	LINE ITEM RESOURCES	ACTUAL FY 11-12	ADOPTED FY 12-13	ADOPTED FY 13-14	ADOPTED FY 14-15
61000	Salaries Regular	127,741	0	0	0
61020	Salaries Part-Time	34,076	0	0	0
61100	Retirement-Employer Contribution	16,759	0	0	0
61110	Part-Time Retirement	474	0	0	0
61120	Medicare Insurance	2,318	0	0	0
61130	Health Insurance	20,687	0	0	0
61170	Retiree Health Benefits	984	0	0	0
61180	Worker Compensation Insurance	1,871	0	0	0
	SUBTOTAL PERSONNEL	204,910	0	0	0
62010	Communications	1,576	0	0	0
62120	Training, Transportation, Meeting	622	0	0	0
62300	Contract Services-Professional	8,307	0	0	0
62600	Parking Validation	33	0	0	0
	SUBTOTAL CONTRACTUAL	10,538	0	0	0
63001	Miscellaneous Office Expenses	3,371	0	0	0
	SUBTOTAL COMMODITIES	3,371	0	0	0
65400	Indirect Costs	16,971	0	0	0
	SUBTOTAL FIXED CHARGES	16,971	0	0	0
	TOTAL EXPENDITURES	235,790	0	0	0
<p><i>Note: The accounting unit for this program was changed to 02518820 in FY 12-13.</i></p>					

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 11-12 & FY 12-13 | <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. * Pursued alternative training options with area businesses and their existing workforce to maximize limited training dollars. * Developed a policy to use Individual Training Accounts for older youth (age 18-21) in approved vocational training programs to better serve the youth community. * Maintained strong relationships with mandated partners, program operators, reporting agencies as well as oversee contracts, monitoring and participant data reporting. * Completed conversion from the State JTA data system to full implementation to the new California Workforce Service Network (CWSN.) |
|---|---|

- | | |
|--|---|
| Action Plan for FY 13-14 & FY 14-15 | <ul style="list-style-type: none"> * Under the direction of the State, submit a five year local Workforce Development Plan for approval. * Seek certification as a high performance board by the State. * Implement first year goals from the State approved local plan. * Continue to meet and or exceed State imposed program performance outcomes. |
|--|---|

PERFORMANCE MEASURES	Actual	Estimated	Objective	Objective
	FY 11-12	FY 12-13	FY 13-14	FY 14-15
Service Level				
% of funds obligated by end of fiscal year	83%	83%	85%	85%
% of funds spent from previous year	100%	100%	100%	100%
Efficiency				
# of performance measures met	6	6	6	6

COMMUNITY DEVELOPMENT AGENCY

ECONOMIC DEVELOPMENT		ACCOUNTING UNIT			
Workforce Investment Board (WIB)-Administration		12318748			
Account Code	LINE ITEM RESOURCES	ACTUAL FY 11-12	ADOPTED FY 12-13	ADOPTED FY 13-14	ADOPTED FY 14-15
61000	Salaries Regular	112,591	115,465	146,735	146,735
61040	Salaries Overtime	449	0	0	0
61100	Retirement-Employer Contribution	11,724	11,045	21,750	27,295
61120	Medicare Insurance	1,508	1,675	2,130	2,130
61130	Health Insurance	17,508	17,210	21,085	21,085
61170	Retiree Health Benefits	1,116	780	3,320	3,320
61180	Worker Compensation Insurance	1,727	1,920	2,600	2,600
	SUBTOTAL PERSONNEL	146,623	148,095	197,620	203,165
62010	Communications	947	1,200	1,200	1,200
62012	Cellular Phone Charges	0	360	360	360
62120	Training, Transportation, Meeting	2,365	5,750	5,750	3,250
62140	Membership, Subscription & Dues	3,069	4,320	4,320	4,320
62200	Advertising	46	100	100	100
62300	Contract Services-Professional	19,305	1,665	1,615	1,615
62302	Contracted Vendor Personnel Services	767	905	905	905
62322	M&R Machinery & Equipment	0	285	85	85
62400	Auditor Fee	5,689	5,000	7,000	7,000
62402	User Fee	8,615	6,600	10,510	10,510
	SUBTOTAL CONTRACTUAL	40,803	26,185	31,845	29,345
63001	Miscellaneous Office Expenses	2,226	2,745	2,785	2,285
63300	Gas & Diesel	0	0	85	85
	SUBTOTAL COMMODITIES	2,226	2,745	2,870	2,370
65010	Rental City Equipment	1,320	1,050	775	775
65040	Computer Service Charge	0	55	70	70
65050	IS Strategic Plan	1,070	2,180	2,700	2,700
65100	Insurance Charges	1,250	3,605	4,470	4,470
65400	Indirect Costs	6,554	3,935	8,890	8,890
	SUBTOTAL FIXED CHARGES	10,194	10,825	16,905	16,905
	TOTAL EXPENDITURES	199,846	187,850	249,240	251,785

Class Code	AUTHORIZED PERSONNEL	ADOPTED FY 12-13		ADOPTED FY 13-14	
		Full Time	Part Time	Full Time	Part Time
2870	Exec. Director of Community Development	0.00		0.07	
2865	Asst. Dir. of Community Development	0.03		0.00	
2690	Economic Development Manager	0.20		0.25	
0350	Economic Development Specialist III	0.50		0.50	
7321	Community Dev. Commission Secretary	0.25		0.20	
7330	Senior Office Assistant	0.15		0.25	
	TOTAL	1.13	0.00	1.27	0.00

COMMUNITY DEVELOPMENT AGENCY

ECONOMIC DEVELOPMENT		ACCOUNTING UNIT			
Workforce Investment Board (WIB)-Programs		12318757			
Account Code	LINE ITEM RESOURCES	ACTUAL FY 11-12	ADOPTED FY 12-13	ADOPTED FY 13-14	ADOPTED FY 14-15
61000	Salaries Regular	47,628	27,310	57,685	58,035
61100	Retirement-Employer Contribution	4,894	2,280	8,550	10,795
61120	Medicare Insurance	698	395	835	840
61130	Health Insurance	5,277	4,890	11,100	11,100
61170	Retiree Health Benefits	726	275	1,010	1,015
61180	Worker Compensation Insurance	512	285	600	605
	SUBTOTAL PERSONNEL	59,735	35,435	79,780	82,390
62010	Communications	903	850	850	850
62120	Training, Transportation, Meeting	314	350	350	350
62140	Membership, Subscription & Dues	233	240	245	245
62300	Contract Services-Professional	0	105	105	105
62402	User Fee	5,049	2,000	4,785	4,785
	SUBTOTAL CONTRACTUAL	6,499	3,545	6,335	6,335
63001	Miscellaneous Office Expenses	2,759	2,300	2,335	2,335
63300	Gas & Diesel	0	0	85	85
	SUBTOTAL COMMODITIES	2,759	2,300	2,420	2,420
65010	Rental City Equipment	1,280	1,050	775	775
65040	Computer Service Charge	0	15	30	30
65050	IS Strategic Plan	1,030	515	1,060	1,060
65100	Insurance Charges	1,195	850	1,755	1,755
65400	Indirect Costs	2,787	930	3,495	3,515
	SUBTOTAL FIXED CHARGES	6,292	3,360	7,115	7,135
	TOTAL EXPENDITURES	75,285	44,640	95,650	98,280
Class Code	AUTHORIZED PERSONNEL	ADOPTED FY 12-13		ADOPTED FY 13-14	
		Full Time	Part Time	Full Time	Part Time
0350	Economic Development Specialist III	0.25		0.25	
8373	Workforce Specialist III	0.00		0.20	
7330	Senior Office Assistant	0.00		0.20	
	TOTAL	0.25	0.00	0.65	0.00

COMMUNITY DEVELOPMENT AGENCY

ECONOMIC DEVELOPMENT		ACCOUNTING UNIT			
Workforce Investment Board (WIB)-Youth Council		12318750			
Account Code	LINE ITEM RESOURCES	ACTUAL FY 11-12	ADOPTED FY 12-13	ADOPTED FY 13-14	ADOPTED FY 14-15
61000	Salaries Regular	72,476	90,180	109,130	110,520
61020	Salaries Part-Time	0	0	26,325	26,325
61040	Salaries Overtime	994	0	0	0
61100	Retirement-Employer Contribution	7,466	7,530	16,180	20,555
61110	Part-Time Retirement	0	0	985	985
61120	Medicare Insurance	990	1,310	1,965	1,985
61130	Health Insurance	17,822	24,450	24,055	24,055
61170	Retiree Health Benefits	964	900	1,910	1,935
61180	Worker Compensation Insurance	825	940	1,410	1,425
	SUBTOTAL PERSONNEL	101,537	125,310	181,960	187,785
62010	Communications	912	1,000	1,000	1,000
62120	Training, Transportation, Meeting	650	3,300	3,300	3,300
62200	Advertising	1,057	1,500	1,500	1,500
62300	Contract Services-Professional	87	105	105	105
62302	Contracted Vendor Personnel Services	3,170	11,770	11,770	11,770
62322	M&R Machinery & Equipment	0	100	0	0
62402	User Fee	6,360	9,490	10,875	10,875
	SUBTOTAL CONTRACTUAL	12,236	27,265	28,550	28,550
63001	Miscellaneous Office Expenses	2,258	3,000	3,735	3,735
63300	Gas & Diesel	0	0	90	90
	SUBTOTAL COMMODITIES	2,258	3,000	3,825	3,825
65010	Rental City Equipment	1,280	1,050	780	780
65040	Computer Service Charge	0	45	65	65
65050	IS Strategic Plan	1,020	1,700	2,495	2,495
65100	Insurance Charges	1,190	2,815	4,125	4,125
65400	Indirect Costs	4,209	3,075	8,210	8,295
	SUBTOTAL FIXED CHARGES	7,699	8,685	15,675	15,760
69135	Payment to Subagent	667,871	788,870	529,530	515,720
	SUBTOTAL MISCELLANEOUS	667,871	788,870	529,530	515,720
	TOTAL EXPENDITURES	791,601	953,130	759,540	751,640
Class Code	AUTHORIZED PERSONNEL	ADOPTED FY 12-13		ADOPTED FY 13-14	
		Full Time	Part Time	Full Time	Part Time
0350	Economic Development Specialist III	0.25		0.25	
8373	Workforce Specialist III	1.00		0.80	
8372	Workforce Specialist II	0.00		0.25	
	TOTAL	1.25	0.00	1.30	0.00

COMMUNITY DEVELOPMENT AGENCY

ECONOMIC DEVELOPMENT	PROGRAM
Santa Ana W.O.R.K. Center One-Stop Program	Various

Statement of Purpose

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.

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.

Accomplishments in FY 11-12 & FY 12-13

- * Launched Youth pilot STEM Program. Employed 40 Youth and provided guidance in STEM careers.
- * Completed Enhancements to Business Services Model. Resulted in 30% improvement in fulfilling job orders.
- * Successfully launched Federal Bridges to Engineering Program . Program seeks to increase Engineering graduates.
- * Successfully incorporated Statewide Jobs website into local services.
- * Piloted RoadTrip Nation Youth leadership program. Program provides lessons about reaching one's goals.
- * Operated the top performing Welfare to Work Program in the County.
- * Met all Federal Performance Measures for the Workforce Investment Act.

Action Plan for FY 13-14 & FY 14-15

- * Develop a 30 Days to Work workshop curriculum incorporating technology and networking.
- * Pilot a Small Business Assistance program using grant funds.
- * Pilot a Manufacturing Assistance program using federal grants funds
- * Develop an after hours learning lab for job seekers looking to improve their skills
- * Develop a Veterans Services Training Program

PERFORMANCE MEASURES	Actual	Estimated	Objective	Objective
	FY 11-12	FY 12-13	FY 13-14	FY 14-15
Service Level				
# of Customers enrolled	7,000	6,000	6,000	6,000
# of Individuals served by all partners	8,000	8,000	10,000	10,000
# of Rapid Response businesses served	30	30	30	30
# of Rapid Response laid-off workers served	1,000	900	500	500
Effectiveness				
% of Clients Placed in Jobs	70%	70%	70%	70%
Efficiency				
# of individual Training Accounts Issued	200	150	150	150

COMMUNITY DEVELOPMENT AGENCY

ECONOMIC DEVELOPMENT		ACCOUNTING UNIT			
Santa Ana W.O.R.K. Center One-Stop Program		12318751			
Account Code	LINE ITEM RESOURCES	ACTUAL FY 11-12	ADOPTED FY 12-13	ADOPTED FY 13-14	ADOPTED FY 14-15
61000	Salaries Regular	975,137	741,370	793,440	793,440
61020	Salaries Part-Time	52,352	54,635	55,925	55,925
61040	Salaries Overtime	1,618	0	0	0
61100	Retirement-Employer Contribution	103,396	62,520	117,620	147,580
61110	Part-Time Retirement	944	2,050	2,095	2,095
61120	Medicare Insurance	14,802	11,540	12,315	12,315
61130	Health Insurance	160,588	134,490	143,185	143,185
61170	Retiree Health Benefits	9,001	7,245	14,335	14,335
61180	Worker Compensation Insurance	11,192	8,600	9,330	9,330
	SUBTOTAL PERSONNEL	1,329,030	1,022,450	1,148,245	1,178,205
62010	Communications	8,063	20,000	30,000	30,000
62120	Training, Transportation, Meeting	4,624	5,000	5,000	3,500
62140	Membership, Subscription & Dues	3,200	4,975	4,975	3,705
62200	Advertising	411	1,495	1,495	1,495
62300	Contract Services-Professional	62,374	64,000	64,000	46,720
62302	Contracted Vendor Personnel Services	4,923	5,000	5,000	5,000
62322	M&R Machinery & Equipment	499	1,540	500	500
62402	User Fee	111,746	113,880	92,115	92,115
62600	Parking Validation	185	0	0	0
	SUBTOTAL CONTRACTUAL	196,025	215,890	203,085	183,035
63001	Miscellaneous Office Expenses	44,203	40,690	40,690	36,690
63300	Gas & Diesel	0	0	540	540
	SUBTOTAL COMMODITIES	44,203	40,690	41,230	37,230
65010	Rental City Equipment	6,085	3,420	2,330	2,330
65040	Computer Service Charge	0	470	400	400
65050	IS Strategic Plan	11,025	17,645	15,190	15,190
65100	Insurance Charges	17,090	29,175	25,055	25,055
65205	Internal Departments Personnel Charges	0	27,145	0	0
65400	Indirect Costs	59,758	0	51,470	51,470
	SUBTOTAL FIXED CHARGES	93,958	77,855	94,445	94,445
69135	Payment to Subagent	6,368	0	0	0
69143	Transportation Pass for Participants	0	20,000	20,000	20,000
	SUBTOTAL MISCELLANEOUS	6,368	20,000	20,000	20,000
	TOTAL EXPENDITURES	1,669,584	1,376,885	1,507,005	1,512,915
Class Code	AUTHORIZED PERSONNEL	ADOPTED FY 12-13		ADOPTED FY 13-14	
		Full Time	Part Time	Full Time	Part Time
2690	Economic Development Manager	0.10		0.15	
0350	Economic Development Specialist III	0.75		0.70	
8374	Workforce Specialist IV	1.00		1.00	
8373	Workforce Specialist III	0.30		0.35	
8372	Workforce Specialist II	7.25		6.75	
7330	Senior Office Assistant	1.55		1.15	
	TOTAL	10.95	0.00	10.10	0.00

COMMUNITY DEVELOPMENT AGENCY

ECONOMIC DEVELOPMENT		ACCOUNTING UNIT			
Santa Ana W.O.R.K. Center One-Stop Program-Administration		12318752			
Account Code	LINE ITEM RESOURCES	ACTUAL FY 11-12	ADOPTED FY 12-13	ADOPTED FY 13-14	ADOPTED FY 14-15
61000	Salaries Regular	131,809	141,775	139,490	140,940
61020	Salaries Part-Time	894	0	0	0
61100	Retirement-Employer Contribution	9,617	15,125	20,595	26,215
61110	Part-Time Retirement	34	0	0	0
61120	Medicare Insurance	493	2,055	2,025	2,045
61130	Health Insurance	14,899	26,710	25,360	25,360
61170	Retiree Health Benefits	876	1,565	3,045	3,070
61180	Worker Compensation Insurance	1,750	2,245	2,110	2,125
	SUBTOTAL PERSONNEL	160,372	189,475	192,625	199,755
62010	Communications	811	1,000	1,000	1,000
62120	Training, Transportation, Meeting	280	1,750	1,750	1,750
62322	M&R Machinery & Equipment	0	50	50	50
62402	User Fee	8,927	8,045	9,845	9,845
	SUBTOTAL CONTRACTUAL	10,018	10,845	12,645	12,645
63001	Miscellaneous Office Expenses	813	1,580	1,575	1,575
63300	Gas & Diesel	0	0	50	50
	SUBTOTAL COMMODITIES	813	1,580	1,625	1,625
65010	Rental City Equipment	0	0	580	580
65040	Computer Service Charge	0	70	70	70
65050	IS Strategic Plan	1,135	2,685	2,570	2,570
65100	Insurance Charges	1,325	4,445	4,250	4,250
65400	Indirect Costs	7,360	4,835	8,455	8,540
	SUBTOTAL FIXED CHARGES	9,820	12,035	15,925	16,010
	TOTAL EXPENDITURES	181,023	213,935	222,820	230,035
Class Code	AUTHORIZED PERSONNEL	ADOPTED FY 12-13		ADOPTED FY 13-14	
		Full Time	Part Time	Full Time	Part Time
2491	Deputy City Manager for Dev. Services	0.05		0.00	
2865	Asst. Dir. of Community Development	0.03		0.00	
2690	Economic Development Manager	0.15		0.20	
0350	Economic Development Specialist III	0.25		0.25	
0150	Senior Management Analyst	0.15		0.25	
1720	Management Analyst	0.39		0.00	
7280	Senior Accounting Assistant	0.35		0.55	
7330	Senior Office Assistant	0.00		0.20	
	TOTAL	1.37	0.00	1.45	0.00

COMMUNITY DEVELOPMENT AGENCY

ECONOMIC DEVELOPMENT		ACCOUNTING UNIT			
Santa Ana W.O.R.K. Center One-Stop Program-Adult		12318753			
Account Code	LINE ITEM RESOURCES	ACTUAL FY 11-12	ADOPTED FY 12-13	ADOPTED FY 13-14	ADOPTED FY 14-15
69137	On the Job Training	9,490	9,535	0	0
69138	Payment-Training Portion	154,879	274,520	236,910	236,910
69143	Transportation Pass for Participants	6,532	10,000	10,000	10,000
69144	Client Support Services	135	4,000	4,000	4,000
69145	Client Assessment	5,667	20,000	20,000	20,000
	SUBTOTAL MISCELLANEOUS	176,703	318,055	270,910	270,910
	TOTAL EXPENDITURES	176,703	318,055	270,910	270,910

ECONOMIC DEVELOPMENT		ACCOUNTING UNIT			
Santa Ana W.O.R.K. Center One-Stop Program-Dislocated Worker		12318754			
Account Code	LINE ITEM RESOURCES	ACTUAL FY 11-12	ADOPTED FY 12-13	ADOPTED FY 13-14	ADOPTED FY 14-15
69137	On the Job Training	0	92,585	0	0
69138	Payment-Training Portion	240,715	180,235	161,775	161,775
69143	Transportation Pass for Participants	10,710	10,000	10,000	10,000
69144	Client Support Services	494	4,000	4,000	4,000
69145	Client Assessment	15,523	20,000	20,000	20,000
	SUBTOTAL MISCELLANEOUS	267,442	306,820	195,775	195,775
	TOTAL EXPENDITURES	267,442	306,820	195,775	195,775

COMMUNITY DEVELOPMENT AGENCY

ECONOMIC DEVELOPMENT		ACCOUNTING UNIT			
Santa Ana W.O.R.K. Center One-Stop Program-Youth		12318755			
Account Code	LINE ITEM RESOURCES	ACTUAL FY 11-12	ADOPTED FY 12-13	ADOPTED FY 13-14	ADOPTED FY 14-15
61000	Salaries Regular	152,293	201,015	209,250	209,250
61020	Salaries Part-Time	13,241	0	0	0
61040	Salaries Overtime	1,199	0	0	0
61100	Retirement-Employer Contribution	16,060	17,095	31,020	38,920
61110	Part-Time Retirement	435	0	0	0
61120	Medicare Insurance	2,327	2,915	3,035	3,035
61130	Health Insurance	34,631	37,410	48,620	48,620
61170	Retiree Health Benefits	2,158	1,925	3,810	3,810
61180	Worker Compensation Insurance	1,745	2,250	2,340	2,340
	SUBTOTAL PERSONNEL	224,089	262,610	298,075	305,975
62010	Communications	1,946	2,040	2,040	2,040
62120	Training, Transportation, Meeting	1,188	1,160	1,500	1,500
62300	Contract Services-Professional	87	23,855	11,755	11,755
62402	User Fee	14,595	7,775	14,060	14,060
	SUBTOTAL CONTRACTUAL	17,816	34,830	29,355	29,355
63001	Miscellaneous Office Expenses	3,374	3,870	3,910	3,910
63300	Gas & Diesel	0	0	270	270
	SUBTOTAL COMMODITIES	3,374	3,870	4,180	4,180
65010	Rental City Equipment	2,245	2,420	1,350	1,350
65040	Computer Service Charge	0	95	110	110
65050	IS Strategic Plan	1,450	3,645	4,235	4,235
65100	Insurance Charges	1,685	6,030	7,005	7,005
65400	Indirect Costs	9,511	6,855	12,680	12,680
	SUBTOTAL FIXED CHARGES	14,891	19,045	25,380	25,380
69143	Transportation Pass for Participants	0	500	1,000	1,000
69144	Client Support Services	0	500	0	0
	SUBTOTAL MISCELLANEOUS	0	1,000	1,000	1,000
	TOTAL EXPENDITURES	260,170	321,355	357,990	365,890
Class Code	AUTHORIZED PERSONNEL	ADOPTED FY 12-13		ADOPTED FY 13-14	
		Full Time	Part Time	Full Time	Part Time
2690	Economic Development Manager	0.05		0.05	
8373	Workforce Specialist III	1.00		1.00	
8372	Workforce Specialist II	1.75		1.50	
7330	Senior Office Assistant	0.25		0.25	
	TOTAL	3.05	0.00	2.80	0.00

COMMUNITY DEVELOPMENT AGENCY

ECONOMIC DEVELOPMENT		ACCOUNTING UNIT			
Santa Ana W.O.R.K. Center One-Stop Program-Rapid Response		12318756			
Account Code	LINE ITEM RESOURCES	ACTUAL FY 11-12	ADOPTED FY 12-13	ADOPTED FY 13-14	ADOPTED FY 14-15
61000	Salaries Regular	160,805	143,495	115,150	115,150
61100	Retirement-Employer Contribution	16,774	13,355	17,070	21,420
61120	Medicare Insurance	2,314	2,080	1,670	1,670
61130	Health Insurance	32,928	29,730	28,470	28,470
61170	Retiree Health Benefits	1,254	1,070	2,015	2,015
61180	Worker Compensation Insurance	2,073	2,195	1,200	1,200
	SUBTOTAL PERSONNEL	216,148	191,925	165,575	169,925
62010	Communications	515	1,500	1,500	1,000
62120	Training, Transportation, Meeting	295	500	500	0
62140	Membership, Subscription & Dues	17,090	1,065	0	0
62300	Contract Services-Professional	6,023	910	6,000	4,000
62302	Contracted Vendor Personnel Services	281	0	610	610
62402	User Fee	6,969	12,000	15,910	15,910
	SUBTOTAL CONTRACTUAL	31,173	15,975	24,520	21,520
63001	Miscellaneous Office Expenses	17,450	2,690	2,115	765
63300	Gas & Diesel	0	0	270	270
	SUBTOTAL COMMODITIES	17,450	2,690	2,385	1,035
65010	Rental City Equipment	255	2,420	1,350	1,350
65040	Computer Service Charge	0	70	55	55
65050	IS Strategic Plan	1,190	2,710	2,120	2,120
65100	Insurance Charges	1,380	4,480	3,505	3,505
65400	Indirect Costs	9,154	4,895	6,980	6,980
	SUBTOTAL FIXED CHARGES	11,979	14,575	14,010	14,010
	TOTAL EXPENDITURES	276,750	225,165	206,490	206,490
Class Code	AUTHORIZED PERSONNEL	ADOPTED FY 12-13		ADOPTED FY 13-14	
		Full Time	Part Time	Full Time	Part Time
2690	Economic Development Manager	0.22		0.00	
0350	Economic Development Specialist III	0.25		0.25	
8373	Workforce Specialist III	0.20		0.15	
8372	Workforce Specialist II	1.00		1.00	
7330	Senior Office Assistant	0.05		0.00	
	TOTAL	1.72	0.00	1.40	0.00

COMMUNITY DEVELOPMENT AGENCY

ECONOMIC DEVELOPMENT		ACCOUNTING UNIT			
Santa Ana W.O.R.K. Center-California New Start Grant		12318759			
Account Code	LINE ITEM RESOURCES	ACTUAL FY 11-12	ADOPTED FY 12-13	ADOPTED FY 13-14	ADOPTED FY 14-15
61000	Salaries Regular	24,069	0	0	0
61030	Salaries Participant	55,904	0	0	0
61040	Salaries Overtime	569	0	0	0
61100	Retirement-Employer Contribution	2,527	0	0	0
61110	Part-Time Retirement	2,096	0	0	0
61120	Medicare Insurance	1,173	0	0	0
61130	Health Insurance	5,153	0	0	0
61170	Retiree Health Benefits	341	0	0	0
61180	Worker Compensation Insurance	6,702	0	0	0
	SUBTOTAL PERSONNEL	98,534	0	0	0
62402	User Fee	1,252	0	0	0
	SUBTOTAL CONTRACTUAL	1,252	0	0	0
63001	Miscellaneous Office Expenses	30	0	0	0
	SUBTOTAL COMMODITIES	30	0	0	0
65400	Indirect Costs	1,321	0	0	0
	SUBTOTAL FIXED CHARGES	1,321	0	0	0
69143	Transportation Pass for Participants	2,407	0	0	0
69144	Client Support Services	634	0	0	0
	SUBTOTAL MISCELLANEOUS	3,041	0	0	0
	TOTAL EXPENDITURES	104,178	0	0	0

ECONOMIC DEVELOPMENT		ACCOUNTING UNIT			
Special Projects-DOL NEG-South Bay		13118740			
Account Code	LINE ITEM RESOURCES	ACTUAL FY 11-12	ADOPTED FY 12-13	ADOPTED FY 13-14	ADOPTED FY 14-15
61000	Salaries Regular	7,616	0	0	0
61100	Retirement-Employer Contribution	783	0	0	0
61120	Medicare Insurance	110	0	0	0
61130	Health Insurance	880	0	0	0
61170	Retiree Health Benefits	864	0	0	0
61180	Worker Compensation Insurance	79	0	0	0
	SUBTOTAL PERSONNEL	10,332	0	0	0
65400	Indirect Costs	255	0	0	0
	SUBTOTAL FIXED CHARGES	255	0	0	0
	TOTAL EXPENDITURES	10,587	0	0	0

COMMUNITY DEVELOPMENT AGENCY

ECONOMIC DEVELOPMENT		ACCOUNTING UNIT			
Special Projects-SSA WtW		12418737			
Account Code	LINE ITEM RESOURCES	ACTUAL FY 11-12	ADOPTED FY 12-13	ADOPTED FY 13-14	ADOPTED FY 14-15
61000	Salaries Regular	23,163	130,825	158,135	158,265
61030	Salaries Participant	37,616	0	243,225	237,075
61040	Salaries Overtime	4	11,020	0	
61100	Retirement-Employer Contribution	2,481	7,370	15,350	21,355
61110	Part-Time Retirement	1,411	4,745	0	
61120	Medicare Insurance	882	24,345	2,295	2,295
61130	Health Insurance	3,680	1,325	39,890	39,890
61170	Retiree Health Benefits	0	10,325	2,825	2,830
61180	Worker Compensation Insurance	1,359	0	1,710	1,710
	SUBTOTAL PERSONNEL	70,596	189,955	463,430	463,420
62010	Communications	308	0	1,530	1,530
62302	Contracted Vendor Personnel Services	0	0	300	300
62402	User Fee	2,498	0	15,220	15,220
	SUBTOTAL CONTRACTUAL	2,806	0	17,050	17,050
63001	Miscellaneous Office Expenses	302	165	1,950	1,950
	SUBTOTAL COMMODITIES	302	165	1,950	1,950
65040	Computer Service Charge	0	0	80	80
65050	IS Strategic Plan	0	0	2,980	2,980
65100	Insurance Charges	0	0	4,930	4,930
65400	Indirect Costs	1,242	4,460	9,580	9,590
	SUBTOTAL FIXED CHARGES	1,242	4,460	17,570	17,580
69138	Payment-Training Portion	46,595	0	300,000	300,000
	SUBTOTAL MISCELLANEOUS	46,595	0	300,000	300,000
	TOTAL EXPENDITURES	121,541	194,580	800,000	800,000
Class Code	AUTHORIZED PERSONNEL	ADOPTED FY 12-13		ADOPTED FY 13-14	
		Full Time	Part Time	Full Time	Part Time
2690	Economic Development Manager	0.00		0.02	
0350	Economic Development Specialist III	0.00		0.05	
8372	Workforce Specialist II	2.00		2.00	
0150	Senior Management Analyst	0.00		0.03	
1720	Management Analyst	0.03		0.00	
7280	Senior Accounting Assistant	0.05		0.05	
	TOTAL	2.08	0.00	2.15	0.00

COMMUNITY DEVELOPMENT AGENCY

ECONOMIC DEVELOPMENT		ACCOUNTING UNIT			
Special Projects-DOL Technology Grant 10-11		13218743			
Account Code	LINE ITEM RESOURCES	ACTUAL FY 11-12	ADOPTED FY 12-13	ADOPTED FY 13-14	ADOPTED FY 14-15
61000	Salaries Regular	100,335	0	0	0
61100	Retirement-Employer Contribution	10,275	0	0	0
61120	Medicare Insurance	1,388	0	0	0
61130	Health Insurance	18,868	0	0	0
61170	Retiree Health Benefits	841	0	0	0
61180	Worker Compensation Insurance	1,055	0	0	0
	SUBTOTAL PERSONNEL	132,762	0	0	0
62010	Communications	203	0	0	0
62402	User Fee	18,906	0	0	0
	SUBTOTAL CONTRACTUAL	19,109	0	0	0
63001	Miscellaneous Office Expenses	2,213	0	0	0
	SUBTOTAL COMMODITIES	2,213	0	0	0
65400	Indirect Costs	5,662	0	0	0
	SUBTOTAL FIXED CHARGES	5,662	0	0	0
69135	Payment to Subagent	11,326	0	0	0
69137	On the Job Training	26,147	0	0	0
69143	Transportation Pass for Participants	1,668	0	0	0
69144	Client Support Services	530	0	0	0
	SUBTOTAL MISCELLANEOUS	39,671	0	0	0
	TOTAL EXPENDITURES	199,417	0	0	0

COMMUNITY DEVELOPMENT AGENCY

ECONOMIC DEVELOPMENT		ACCOUNTING UNIT			
Special Projects-H1B		13218744			
Account Code	LINE ITEM RESOURCES	ACTUAL FY 11-12	ADOPTED FY 12-13	ADOPTED FY 13-14	ADOPTED FY 14-15
61000	Salaries Regular	11,655	112,855	92,630	92,765
61100	Retirement-Employer Contribution	1,246	9,885	13,720	17,255
61120	Medicare Insurance	165	1,635	1,345	1,345
61130	Health Insurance	2,370	23,735	18,380	18,380
61170	Retiree Health Benefits	0	1,135	1,710	1,715
61180	Worker Compensation Insurance	191	1,270	1,060	1,065
	SUBTOTAL PERSONNEL	<u>15,627</u>	<u>150,515</u>	<u>128,845</u>	<u>132,525</u>
62302	Contracted Vendor Personnel Services	0	1,415	1,415	1,415
62402	User Fee	0	0	9,670	9,670
	SUBTOTAL CONTRACTUAL	<u>0</u>	<u>1,415</u>	<u>11,085</u>	<u>11,085</u>
63001	Miscellaneous Office Expenses	114	145	170	170
	SUBTOTAL COMMODITIES	<u>114</u>	<u>145</u>	<u>170</u>	<u>170</u>
65040	Computer Service Charge	0	55	45	45
65050	IS Strategic Plan	0	2,130	1,705	1,705
65100	Insurance Charges	0	3,525	2,820	2,820
65400	Indirect Costs	625	3,850	3,160	3,165
	SUBTOTAL FIXED CHARGES	<u>625</u>	<u>9,560</u>	<u>7,730</u>	<u>7,735</u>
	TOTAL EXPENDITURES	<u><u>16,366</u></u>	<u><u>161,635</u></u>	<u><u>147,830</u></u>	<u><u>151,515</u></u>
Class Code	AUTHORIZED PERSONNEL	ADOPTED FY 12-13		ADOPTED FY 13-14	
		Full Time	Part Time	Full Time	Part Time
2690	Economic Development Manager	0.03		0.03	
8373	Workforce Specialist III	0.50		0.50	
8372	Workforce Specialist II	1.00		0.50	
0150	Senior Management Analyst	0.00		0.03	
1720	Management Analyst	0.08		0.07	
7280	Senior Accounting Assistant	0.05		0.05	
	TOTAL	<u>1.66</u>	<u>0.00</u>	<u>1.18</u>	<u>0.00</u>

**COMMUNITY DEVELOPMENT AGENCY
DIVISION RESOURCE SUMMARY**

HOUSING AND NEIGHBORHOOD DEVELOPMENT DIVISION

ACTIVITIES	ACTUAL FY 11-12	ADOPTED FY 12-13	ADOPTED FY 13-14	ADOPTED FY 14-15
Tax Increment / Successor Housing Agency				
50718810 Housing Development & Rehabilitation	516,295	0	0	0
50718820 Neighborhood Improvement	234,111	0	0	0
60718810 Successor Housing Agency	170,011	474,955	340,000	340,000
SUBTOTAL	920,417	474,955	340,000	340,000
Federal/State Grants				
13018780 HOME	5,541,009	1,343,215	1,311,805	1,311,805
13018781 American Dream Downpayment Initiative	47,854	0	0	0
13318780 Housing Authority - Issuer Fee	58,236	130,000	132,000	132,000
13518781 CDBG-Neighborhood Improvement	304,752	200,000	190,000	195,000
13518782 CDBG-Housing Development and Rehab.	15,858	415,000	835,000	835,000
13618760 Housing Authority - HAP	27,471,575	27,993,830	27,591,015	27,591,015
13718760 Housing Authority - Mainstream	983,158	0	0	0
14018760 Housing Authority - Administration	2,685,684	2,738,305	2,741,200	2,783,635
14218760 Neighborhood Stabilization Program I	615,952	366,000	326,255	185,000
14218761 Neighborhood Stabilization Program II	2,455,155	969,670	2,181,900	842,000
14218762 Neighborhood Stabilization Program III	21,035	790,000	455,000	0
14318763 CalHome Housing Loan FY 03-04	76,162	0	0	0
40518760 HOPWA Tenant Based Assistance	530,484	600,000	600,000	600,000
40518761 HOPWA	932,950	948,620	948,620	948,620
SUBTOTAL	41,739,864	36,494,640	37,312,795	35,424,075
Capital Projects				
50718830 Housing Development & Rehabilitation	2,875,861	0	0	0
60718830 Successor Housing Agency Capital Projects	8,992,462	1,509,090	0	0
SUBTOTAL	11,868,323	1,509,090	0	0
TOTAL	54,528,604	38,478,685	37,652,795	35,764,075
OPERATING EXPENSE	ACTUAL FY 11-12	ADOPTED FY 12-13	ADOPTED FY 13-14	ADOPTED FY 14-15
61000 Personnel	2,893,316	2,642,695	2,499,520	2,577,710
62000 Contractual	2,857,028	718,915	422,955	413,440
63000 Commodities	130,232	187,915	166,880	148,950
65000 Fixed Charges	766,013	394,350	349,020	350,960
66000 Capital	11,699,300	642,415	0	0
69000 Miscellaneous	36,182,715	33,892,395	34,214,420	32,273,015
TOTAL	54,528,604	38,478,685	37,652,795	35,764,075

**COMMUNITY DEVELOPMENT AGENCY
DIVISION RESOURCE SUMMARY**

HOUSING AND NEIGHBORHOOD DEVELOPMENT DIVISION

Class Code	AUTHORIZED PERSONNEL	ADOPTED FY 12-13		ADOPTED FY 13-14	
		Full Time	Part Time	Full Time	Part Time
2491	Deputy City Manager for Dev. Services	0.33		0.00	
2870	Executive Director of Community Development	0.00		0.21	
2865	Asst. Director of Community Development	0.18		0.00	
2460	Housing Division Manager	0.85		0.85	
0605	Redevelopment Program Manager	0.25		0.00	
0520	Housing Programs Coordinator	1.00		0.00	
7640	Housing Authority Coordinator	1.00		0.00	
1840	Housing Programs Analyst	1.65		1.80	
1720	Management Analyst	0.58		0.00	
1860	Senior Housing Specialist	2.00		2.00	
1900	Housing Specialist II	7.00		6.00	
7280	Senior Accounting Assistant	1.70		0.78	
7010	Accounting Assistant	1.00		1.00	
7321	Community Dev. Commission Secretary	0.35		0.15	
7270	Secretary	1.00		0.00	
7330	Senior Office Assistant	5.05		3.00	
1640	Senior Receptionist	1.00		1.00	
1885	Housing Authority Analyst	1.00		1.00	
2700	Senior Residential Construction Specialist	0.80		0.70	
2710	Residential Construction Specialist	1.70		0.80	
7000	Loan Specialist	0.80		0.75	
7610	Community Development District Manager*	0.55		0.50	
7580	Housing Programs Aide*	0.25		0.00	
		<u>30.03</u>	<u>0.00</u>	<u>20.54</u>	<u>0.00</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

HOUSING AUTHORITY

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 the former redevelopment agency, enforce affordability covenants, and perform related activities of 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 quality technical support for formation and development of neighborhood commitment, investment, and stabilization of neighborhoods. 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	
Housing Authority			Various	
Statement of Purpose				
<p><i>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.</i></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 11-12 & FY 12-13				
<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. * Opened Project Based Waitlist. * Set-up the applicant portal. * Leased 8 Project Based Vouchers (Vista Del Rio.) * Received additional 41 Tenant Protection Vouchers (Flower Terrace). * Updated Administrative Plan. 				
Action Plan for FY 13-14 & FY 14-15				
<ul style="list-style-type: none"> * Continue to maximize Housing Choice Voucher (HCV) funding by maintaining full lease-up. * Implement program changes to reflect new HUD regulations. * Continue to ensure compliance with Section 8 Management Program (SEMAP) requirements. * Continue to maximize funding under the non-Elderly Disabled program by maintaining 100% lease-up. * Automate inspection process with hand-held field hardware. 				
PERFORMANCE MEASURES	Actual	Estimated	Objective	Objective
	FY 11-12	FY 12-13	FY 13-14	FY 14-15
Efficiency				
Pass Rate for Annual Inspections	70%	80%	85%	85%
# of Units Under Lease	2,658	2,699	2,699	2,699
Effectiveness				
Fund Utilization Rate	97%	100%	100%	100%
Lease-Up Rate	100%	100%	100%	100%

COMMUNITY DEVELOPMENT AGENCY

HOUSING AND NEIGHBORHOOD DEVELOPMENT		ACCOUNTING UNIT			
Housing Authority - Voucher Administration		14018760			
Account Code	LINE ITEM RESOURCES	ACTUAL FY 11-12	ADOPTED FY 12-13	ADOPTED FY 13-14	ADOPTED FY 14-15
61000	Salaries Regular	1,024,669	1,101,050	1,065,825	1,065,825
61020	Salaries Part-Time	72,798	25,400	57,935	76,005
61040	Salaries Overtime	59,632	35,000	15,000	10,000
61100	Retirement-Employer Contribution	103,981	95,440	158,000	198,245
61110	Part-Time Retirement	2,084	1,175	2,695	3,550
61120	Medicare Insurance	15,279	16,335	16,295	16,555
61130	Health Insurance	193,667	259,970	245,425	245,425
61170	Retiree Health Benefits	9,962	10,830	19,120	19,120
61180	Worker Compensation Insurance	12,184	12,895	12,375	12,565
	SUBTOTAL PERSONNEL	1,494,256	1,558,095	1,592,670	1,647,290
62010	Communications	14,955	14,600	12,000	12,000
62012	Cellular Phone Charges	50	150	150	150
62120	Training, Transportation, Meeting	12,537	14,150	10,150	10,150
62130	Tuition Reimbursement	0	0	3,000	3,000
62140	Membership, Subscription & Dues	1,669	3,870	3,660	3,660
62200	Advertising	1,855	3,800	3,000	3,000
62300	Contract Services-Professional	100,476	139,700	139,700	133,700
62302	Contracted Vendor Personnel Services	729	25,000	25,000	25,000
62322	M&R Machinery & Equipment	2,743	5,000	4,000	2,000
62400	Auditor Fee	9,987	6,000	10,000	10,000
62600	Parking Validation	311	0	250	250
62700	Auto Expense	240	200	200	200
	SUBTOTAL CONTRACTUAL	145,552	212,470	211,110	203,110
63001	Miscellaneous Operating Expenses	58,520	71,195	51,190	45,060
63300	Gas & Diesel	0	0	2,490	2,490
	SUBTOTAL COMMODITIES	58,520	71,195	53,680	47,550
65000	Building Rental	119,970	47,945	50,180	50,180
65010	Rental City Equipment	16,620	13,440	7,605	7,605
65040	Computer Service Charge	0	520	520	520
65050	IS Strategic Plan	0	19,845	19,790	19,790
65100	Insurance Charges	39,225	32,805	32,730	32,730
65205	Internal Departments Personnel Charges	5,000	0	0	0
65400	Indirect Costs	146,886	129,990	120,915	122,860
	SUBTOTAL FIXED CHARGES	327,701	244,545	231,740	233,685
69133	Ports Out-Administrative Pay	659,655	650,000	650,000	650,000
69134	PortProp In Received HAP/ADM	0	2,000	2,000	2,000
	SUBTOTAL MISCELLANEOUS	659,655	652,000	652,000	652,000
	TOTAL EXPENDITURES	2,685,684	2,738,305	2,741,200	2,783,635

COMMUNITY DEVELOPMENT AGENCY

HOUSING AND NEIGHBORHOOD DEVELOPMENT		ACCOUNTING UNIT			
Housing Authority-Voucher Administration		14018760			
Class Code	AUTHORIZED PERSONNEL	ADOPTED FY 12-13		ADOPTED FY 13-14	
		Full Time	Part Time	Full Time	Part Time
2491	Deputy City Manager for Dev. Services	0.05		0.00	
2870	Exec. Director of Community Development	0.00		0.05	
2865	Asst. Director of Community Development	0.05		0.00	
2460	Housing Division Manager	0.25		0.15	
1840	Housing Programs Analyst	0.30		0.90	
1720	Management Analyst	0.38		0.00	
1860	Senior Housing Specialist	2.00		2.00	
1900	Housing Specialist II	7.00		6.00	
7280	Senior Accounting Assistant	0.05		0.17	
7010	Accounting Assistant	1.00		1.00	
7321	Community Dev. Commission Secretary	0.25		0.05	
7330	Senior Office Assistant	3.50		2.10	
1640	Senior Receptionist	1.00		1.00	
1885	Housing Authority Analyst	0.72		0.80	
	TOTAL	<u>16.55</u>	<u>0.00</u>	<u>14.22</u>	<u>0.00</u>

COMMUNITY DEVELOPMENT AGENCY

HOUSING AND NEIGHBORHOOD DEVELOPMENT		ACCOUNTING UNIT			
Housing Authority - Section 8		13618760			
Account Code	LINE ITEM RESOURCES	ACTUAL FY 11-12	ADOPTED FY 12-13	ADOPTED FY 13-14	ADOPTED FY 14-15
69134	Ports In-Administrative Received	(48,531)	0	0	0
69158	Housing Assistance Payments	18,272,153	17,825,400	17,422,585	17,422,585
69159	HAP-FSS Escrow	82,039	80,770	80,770	80,770
69162	Port Out HAP	9,119,157	9,816,840	9,816,840	9,816,840
69167	Port Prop Disbursement	46,757	270,820	270,820	270,820
	SUBTOTAL MISCELLANEOUS	<u>27,471,575</u>	<u>27,993,830</u>	<u>27,591,015</u>	<u>27,591,015</u>
	TOTAL EXPENDITURES	<u><u>27,471,575</u></u>	<u><u>27,993,830</u></u>	<u><u>27,591,015</u></u>	<u><u>27,591,015</u></u>

HOUSING AND NEIGHBORHOOD DEVELOPMENT		ACCOUNTING UNIT			
Housing Authority - Mainstream		13718760			
Account Code	LINE ITEM RESOURCES	ACTUAL FY 11-12	ADOPTED FY 12-13	ADOPTED FY 13-14	ADOPTED FY 14-15
69158	Housing Assistance Payments	795,305	0	0	0
69162	Port Out HAP	187,853	0	0	0
	SUBTOTAL MISCELLANEOUS	<u>983,158</u>	<u>0</u>	<u>0</u>	<u>0</u>
	TOTAL EXPENDITURES	<u><u>983,158</u></u>	<u><u>0</u></u>	<u><u>0</u></u>	<u><u>0</u></u>

COMMUNITY DEVELOPMENT AGENCY

HOUSING AND NEIGHBORHOOD DEVELOPMENT		ACCOUNTING UNIT			
Housing Authority - HOPWA Tenant Based Assistance		40518760			
Account Code	LINE ITEM RESOURCES	ACTUAL FY 11-12	ADOPTED FY 12-13	ADOPTED FY 13-14	ADOPTED FY 14-15
61000	Salaries Regular	15,129	15,755	17,945	17,945
61100	Retirement-Employer Contribution	1,613	1,315	2,660	3,340
61120	Medicare Insurance	284	230	260	260
61130	Health Insurance	3,607	3,910	4,175	4,175
61170	Retiree Health Benefits	109	160	315	315
61180	Worker Compensation Insurance	204	165	185	185
	SUBTOTAL PERSONNEL	20,946	21,535	25,540	26,220
62120	Training, Transportation, Meeting	0	150	0	0
	SUBTOTAL CONTRACTUAL	0	150	0	0
63001	Miscellaneous Operating Expenses	(114)	6,455	1,340	660
	SUBTOTAL COMMODITIES	(114)	6,455	1,340	660
65000	Building Rental	0	720	840	840
65040	Computer Service Charge	0	10	10	10
65050	IS Strategic Plan	0	295	330	330
65100	Insurance Charges	0	490	545	545
65400	Indirect Costs	371	345	1,395	1,395
	SUBTOTAL FIXED CHARGES	371	1,860	3,120	3,120
69136	Payment-Part Support	7,904	12,000	12,000	12,000
69158	Housing Assistance Payments	501,377	558,000	558,000	558,000
	SUBTOTAL MISCELLANEOUS	509,281	570,000	570,000	570,000
	TOTAL EXPENDITURES	530,484	600,000	600,000	600,000
Class Code	AUTHORIZED PERSONNEL	ADOPTED FY 12-13		ADOPTED FY 13-14	
		Full Time	Part Time	Full Time	Part Time
1885	Housing Authority Analyst	0.20		0.20	
	TOTAL	0.20	0.00	0.20	0.00

COMMUNITY DEVELOPMENT AGENCY

HOUSING AND NEIGHBORHOOD DEVELOPMENT		ACCOUNTING UNIT			
Housing Authority - HOPWA		40518761			
Account Code	LINE ITEM RESOURCES	ACTUAL FY 11-12	ADOPTED FY 12-13	ADOPTED FY 13-14	ADOPTED FY 14-15
61000	Salaries Regular	33,109	28,650	18,415	18,415
61020	Salaries Part-Time	8,893	0	2,830	2,830
61040	Salaries Overtime	473	0	0	0
61100	Retirement-Employer Contribution	3,433	3,230	2,730	3,425
61110	Part-Time Retirement	334	0	105	105
61120	Medicare Insurance	501	415	310	310
61130	Health Insurance	3,357	3,705	2,770	2,770
61170	Retiree Health Benefits	767	160	475	475
61180	Worker Compensation Insurance	641	725	390	390
	SUBTOTAL PERSONNEL	51,508	36,885	28,025	28,720
62140	Membership, Subscription & Dues	730	0	200	200
62300	Contract Services-Professional	3,114	0	6,000	5,585
62302	Contracted Vendor Personnel Services	154	0	0	0
62700	Auto Expense	60	0	0	0
	SUBTOTAL CONTRACTUAL	4,058	0	6,200	5,785
63001	Miscellaneous Operating Expenses	1,003	6,105	8,545	8,265
	SUBTOTAL COMMODITIES	1,003	6,105	8,545	8,265
65000	Building Rental	250	1,305	990	990
65040	Computer Service Charge	0	15	10	10
65050	IS Strategic Plan	0	540	390	390
65100	Insurance Charges	0	895	645	645
65400	Indirect Costs	1,041	715	1,655	1,655
	SUBTOTAL FIXED CHARGES	1,291	3,470	3,690	3,690
69135	Payment to Subagent	875,090	902,160	902,160	902,160
	SUBTOTAL MISCELLANEOUS	875,090	902,160	902,160	902,160
	TOTAL EXPENDITURES	932,950	948,620	948,620	948,620
Class Code	AUTHORIZED PERSONNEL	ADOPTED FY 12-13		ADOPTED FY 13-14	
		Full Time	Part Time	Full Time	Part Time
2491	Deputy City Manager for Dev. Services	0.03		0.00	
2460	Housing Division Manager	0.10		0.05	
1840	Housing Programs Analyst	0.00		0.10	
1885	Housing Authority Analyst	0.08		0.00	
	TOTAL	0.21	0.00	0.15	0.00

COMMUNITY DEVELOPMENT AGENCY

HOUSING AND NEIGHBORHOOD DEVELOPMENT		ACCOUNTING UNIT			
Housing Authority - Issuer Fee		13318780			
Account Code	LINE ITEM RESOURCES	ACTUAL FY 11-12	ADOPTED FY 12-13	ADOPTED FY 13-14	ADOPTED FY 14-15
61000	Salaries Regular	19,866	71,315	46,830	46,830
61020	Salaries Part-Time	146	0	0	0
61040	Salaries Overtime	0	5,000	5,000	5,000
61100	Retirement-Employer Contribution	2,109	7,220	6,940	8,710
61110	Part-Time Retirement	5	0	0	0
61120	Medicare Insurance	261	1,035	680	680
61130	Health Insurance	1,374	14,150	6,605	6,605
61170	Retiree Health Benefits	40	585	1,380	1,380
61180	Worker Compensation Insurance	231	1,225	1,100	1,100
	SUBTOTAL PERSONNEL	24,032	100,530	68,535	70,305
62120	Training, Transportation, Meeting	0	2,000	2,000	2,000
62140	Membership, Subscription & Dues	2,995	0	0	0
62300	Contract Services-Professional	0	0	34,000	34,000
62302	Contracted Vendor Personnel Services	0	0	5,500	5,500
62600	Parking Validation	0	0	500	500
62700	Auto Expense	0	0	500	500
	SUBTOTAL CONTRACTUAL	2,995	2,000	42,500	42,500
63001	Miscellaneous Operating Expenses	109	10,950	11,430	9,660
	SUBTOTAL COMMODITIES	109	10,950	11,430	9,660
65000	Building Rental	0	3,930	2,185	2,185
65040	Computer Service Charge	0	45	25	25
65050	IS Strategic Plan	18,765	1,625	860	860
65100	Insurance Charges	0	2,690	1,425	1,425
65205	Internal Departments Personnel Charges	10,000	0	0	0
65400	Indirect Costs	2,335	8,230	5,040	5,040
	SUBTOTAL FIXED CHARGES	31,100	16,520	9,535	9,535
	TOTAL EXPENDITURES	58,236	130,000	132,000	132,000
		<hr/>	<hr/>	<hr/>	<hr/>
Class Code	AUTHORIZED PERSONNEL	ADOPTED FY 12-13		ADOPTED FY 13-14	
		Full Time	Part Time	Full Time	Part Time
2460	Housing Division Manager	0.15		0.18	
1840	Housing Programs Analyst	0.20		0.05	
1720	Management Analyst	0.10		0.00	
7000	Loan Specialist	0.20		0.12	
7280	Senior Accounting Assistant	0.10		0.00	
	TOTAL	0.75	0.00	0.35	0.00
		<hr/>	<hr/>	<hr/>	<hr/>

COMMUNITY DEVELOPMENT AGENCY

HOUSING AND NEIGHBORHOOD DEVELOPMENT			PROGRAM	
Successor Housing Agency - Housing Authority			Various	
Statement of Purpose				
<p><i>To retain the responsibility for performing housing functions previously performed by the former 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, implements enforceable obligation projects and monitors affordable housing funded with the former low and moderate income housing funds, and ensures compliance with all statutory monitoring requirements.</p>				
Accomplishments in FY 11-12 & FY 12-13				
<ul style="list-style-type: none"> * Completed the development of six affordable single-family homes (Habitat for Humanity). * Completed the development of the Station District R1 (74 units) and R2 (40 units). * Completed the development of Vista del Rio (41 units). * Completed the development of three 5-unit multi-family projects. * Completed the development of the Terraces at Santiago (36 units). * Monitored loan portfolio for compliance - Performed 257 physical inspections; visited four leasing offices and examined 244 tenant and project files for compliance; reverified 6 loans and recertified 192 loans. * Scanned over 600 documents (grant deeds, trust deeds, loan agreements and covenants) to facilitate accessibility. * Completed due diligence review for Low-Mod Income Housing Fund. * Completed Housing Asset Transfer Form. * Successfully negotiated enforceable obligations with Department of Finance. * Assisted in the preparation of ROPS. 				
Action Plan for FY 13-14 & FY 14-15				
<ul style="list-style-type: none"> * Facilitate the development of affordable single family homes (Habitat for Humanity). * Issue RFP for the development of vacant / undeveloped parcels. * Continue to monitor loan portfolio for program compliance. 				
PERFORMANCE MEASURES	Actual	Estimated	Objective	Objective
	FY 11-12	FY 12-13	FY 13-14	FY 14-15
Efficiency				
# of loan portfolios monitored	244	250	250	250
# of physical inspections	257	255	255	255

COMMUNITY DEVELOPMENT AGENCY

HOUSING AND NEIGHBORHOOD DEVELOPMENT		ACCOUNTING UNIT			
Successor Housing Agency (Compliance) - Housing Authority		60718810			
Account Code	LINE ITEM RESOURCES	ACTUAL FY 11-12	ADOPTED FY 12-13	ADOPTED FY 13-14	ADOPTED FY 14-15
61000	Salaries Regular	112,278	155,830	151,210	151,210
61020	Salaries Part-Time	7,339	0	0	0
61040	Salaries Overtime	118	10,000	10,000	10,000
61100	Retirement-Employer Contribution	10,519	14,530	22,415	28,125
61110	Part-Time Retirement	275	0	0	0
61120	Medicare Insurance	855	2,260	2,195	2,195
61130	Health Insurance	17,246	30,610	22,935	22,935
61170	Retiree Health Benefits	0	1,590	3,420	3,420
61180	Worker Compensation Insurance	1,813	2,235	2,675	2,675
	SUBTOTAL PERSONNEL	150,443	217,055	214,850	220,560
62010	Communications	1,883	9,000	8,000	8,000
62012	Cellular Phone Charges	11	420	420	420
62120	Training, Transportation, Meeting	281	2,700	1,000	1,000
62140	Membership, Subscription & Dues	535	10,690	2,375	2,375
62200	Advertising	0	6,930	1,000	1,000
62300	Contract Services-Professional	2,606	110,405	36,500	36,500
62302	Contracted Vendor Personnel Services	205	19,000	19,000	19,000
62322	M&R Machinery & Equipment	0	1,500	1,500	1,500
62400	Auditor Fee	0	25,000	0	0
62600	Parking Validation	0	0	250	250
62700	Auto Expense	40	300	300	300
	SUBTOTAL CONTRACTUAL	5,561	185,945	70,345	70,345
63001	Miscellaneous Operating Expenses	2,784	26,815	23,195	17,485
63300	Gas & Diesel	0	0	520	520
	SUBTOTAL COMMODITIES	2,784	26,815	23,715	18,005
65000	Building Rental	0	11,220	6,680	6,680
65010	Rental City Equipment	0	7,800	2,700	2,700
65040	Computer Service Charge	0	120	70	70
65050	IS Strategic Plan	0	4,640	2,635	2,635
65100	Insurance Charges	0	7,680	4,355	4,355
65400	Indirect Costs	11,223	13,680	14,650	14,650
	SUBTOTAL FIXED CHARGES	11,223	45,140	31,090	31,090
	TOTAL EXPENDITURES	170,011	474,955	340,000	340,000
Class Code	AUTHORIZED PERSONNEL	ADOPTED FY 12-13		ADOPTED FY 13-14	
		Full Time	Part Time	Full Time	Part Time
2491	Deputy City Manager for Dev. Services	0.05		0.00	
2870	Exec. Director of Community Development	0.00		0.07	
2865	Asst. Director of Community Development	0.03		0.00	
2460	Housing Division Manager	0.10		0.25	
1840	Housing Programs Analyst	0.15		0.15	
2700	Senior Residential Construction Specialist	0.20		0.25	
2710	Residential Construction Specialist	0.40		0.15	
7000	Loan Specialist	0.10		0.20	
1720	Management Analyst	0.10		0.00	
7321	Community Dev. Commission Secretary	0.00		0.05	
7280	Senior Accounting Assistant	0.05		0.25	
7330	Senior Office Assistant	0.50		0.10	
	TOTAL	1.68	0.00	1.47	0.00

COMMUNITY DEVELOPMENT AGENCY

HOUSING AND NEIGHBORHOOD DEVELOPMENT		ACCOUNTING UNIT			
Successor Housing Agency (Capital Projects) - Housing Authority		60718830			
Account Code	LINE ITEM RESOURCES	ACTUAL FY 11-12	ADOPTED FY 12-13	ADOPTED FY 13-14	ADOPTED FY 14-15
61000	Salaries Regular	21,353	0	0	0
61020	Salaries Part-Time	91	0	0	0
61100	Retirement-Employer Contribution	2,225	0	0	0
61120	Medicare Insurance	326	0	0	0
61130	Health Insurance	2,796	0	0	0
61180	Worker Compensation Insurance	636	0	0	0
	SUBTOTAL PERSONNEL	<u>27,427</u>	<u>0</u>	<u>0</u>	<u>0</u>
62300	Contract Services-Professional	0	203,440	0	0
	SUBTOTAL CONTRACTUAL	<u>0</u>	<u>203,440</u>	<u>0</u>	<u>0</u>
65400	Indirect Costs	2,209	0	0	0
	SUBTOTAL FIXED CHARGES	<u>2,209</u>	<u>0</u>	<u>0</u>	<u>0</u>
66220	Improvements Other Than Building	8,962,826	642,415	0	0
	SUBTOTAL CAPITAL	<u>8,962,826</u>	<u>642,415</u>	<u>0</u>	<u>0</u>
69151	Residential Rehab Loans	0	663,235	0	0
	SUBTOTAL MISCELLANEOUS	<u>0</u>	<u>663,235</u>	<u>0</u>	<u>0</u>
	TOTAL EXPENDITURES	<u><u>8,992,462</u></u>	<u><u>1,509,090</u></u>	<u><u>0</u></u>	<u><u>0</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 11-12 & FY 12-13	<ul style="list-style-type: none"> * Completed the rehabilitation of a 26-unit apartment building (NSP2 funds). * Completed 26 homebuyer assistance loans, 16 owner-occupied rehabilitation loans and 16 subordinations. * Issued RFP for affordable rental housing development. * Continued to implement federal HOME to meet the goals of the Consolidated Plan and Housing Element. * Continued to implement Neighborhood Stabilization Programs 1, 2 & 3 in accordance with HUD guidelines.
---	--

Action Plan for FY 13-14 & FY 14-15	<ul style="list-style-type: none"> * Facilitate the acquisition and rehabilitation of multi-family units by non-profit housing corporations. * Provide financial and technical assistance for owner-occupied residential rehabilitation and homebuyers. * Implement federal HOME to meet the goals of the Consolidated Plan and Housing Element. * Implement Neighborhood Stabilization Programs 1, 2 & 3 in accordance with HUD guidelines.
--	--

PERFORMANCE MEASURES	Actual	Estimated	Objective	Objective
	FY 11-12	FY 12-13	FY 13-14	FY 14-15
Service Level				
Program applications requested and mailed	200	200	200	200
Infill new construction units completed	0	208	6	11
Non-profit acquisition/rehabilitation loans funded	0	1	1	1
Rehabilitation and homebuyer assistance loans funded	32	10	20	20
HOME compliance inspections completed	207	50	250	75
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	2%	2%	2%	2%

COMMUNITY DEVELOPMENT AGENCY

HOUSING AND NEIGHBORHOOD DEVELOPMENT		ACCOUNTING UNIT			
Housing Development and Rehabilitation		50718810			
Account Code	LINE ITEM RESOURCES	ACTUAL FY 11-12	ADOPTED FY 12-13	ADOPTED FY 13-14	ADOPTED FY 14-15
61000	Salaries Regular	158,519	0	0	0
61020	Salaries Part-Time	15,110	0	0	0
61040	Salaries Overtime	177	0	0	0
61100	Retirement-Employer Contribution	12,726	0	0	0
61110	Part-Time Retirement	599	0	0	0
61120	Medicare Insurance	634	0	0	0
61130	Health Insurance	19,436	0	0	0
61170	Retiree Health Benefits	2,749	0	0	0
61180	Worker Compensation Insurance	1,672	0	0	0
	SUBTOTAL PERSONNEL	211,622	0	0	0
62010	Communications	6,455	0	0	0
62012	Cellular Phone Charges	364	0	0	0
62120	Training, Transportation, Meeting	534	0	0	0
62300	Contract Services-Professional	38,297	0	0	0
62302	Contracted Vendor Personnel Services	915	0	0	0
62322	M&R Machinery & Equipment	0	0	0	0
62400	Auditor Fee	1,627	0	0	0
62600	Parking Validation	1,082	0	0	0
62700	Auto Expense	330	0	0	0
	SUBTOTAL CONTRACTUAL	49,604	0	0	0
63001	Miscellaneous Operating Expenses	6,661	0	0	0
	SUBTOTAL COMMODITIES	6,661	0	0	0
65000	Building Rental	34,805	0	0	0
65010	Rental City Equipment	9,835	0	0	0
65040	Computer Service Charge	5,632	0	0	0
65050	IS Strategic Plan	113,167	0	0	0
65100	Insurance Charges	53,387	0	0	0
65205	Internal Departments Personnel Charges	10,000	0	0	0
65400	Indirect Costs	21,582	0	0	0
	SUBTOTAL FIXED CHARGES	248,408	0	0	0
	TOTAL EXPENDITURES	516,295	0	0	0

COMMUNITY DEVELOPMENT AGENCY

HOUSING AND NEIGHBORHOOD DEVELOPMENT		ACCOUNTING UNIT			
Housing Development and Rehabilitation - Capital Projects		50718830			
Account Code	LINE ITEM RESOURCES	ACTUAL FY 11-12	ADOPTED FY 12-13	ADOPTED FY 13-14	ADOPTED FY 14-15
61000	Salaries Regular	11,806	0	0	0
61100	Retirement-Employer Contribution	1,397	0	0	0
61120	Medicare Insurance	74	0	0	0
61130	Health Insurance	1,504	0	0	0
61170	Retiree Health Benefits	1,753	0	0	0
61180	Worker Compensation Insurance	352	0	0	0
	SUBTOTAL PERSONNEL	<u>16,886</u>	<u>0</u>	<u>0</u>	<u>0</u>
62300	Contract Services-Professional	148,977	0	0	0
	SUBTOTAL CONTRACTUAL	<u>148,977</u>	<u>0</u>	<u>0</u>	<u>0</u>
65400	Indirect Costs	1,293	0	0	0
	SUBTOTAL FIXED CHARGES	<u>1,293</u>	<u>0</u>	<u>0</u>	<u>0</u>
66220	Improvements Other Than Building	2,708,705	0	0	0
	SUBTOTAL CAPITAL	<u>2,708,705</u>	<u>0</u>	<u>0</u>	<u>0</u>
	TOTAL EXPENDITURES	<u><u>2,875,861</u></u>	<u><u>0</u></u>	<u><u>0</u></u>	<u><u>0</u></u>

COMMUNITY DEVELOPMENT AGENCY

HOUSING AND NEIGHBORHOOD DEVELOPMENT		ACCOUNTING UNIT			
Housing Development and Rehabilitation - CDBG		13518782			
Account Code	LINE ITEM RESOURCES	ACTUAL FY 11-12	ADOPTED FY 12-13	ADOPTED FY 13-14	ADOPTED FY 14-15
61000	Salaries Regular	0	22,840	53,590	53,590
61100	Retirement-Employer Contribution	0	1,905	7,945	9,970
61120	Medicare Insurance	0	330	775	775
61130	Health Insurance	0	4,715	8,500	8,500
61170	Retiree Health Benefits	0	260	940	940
61180	Worker Compensation Insurance	0	240	555	555
	SUBTOTAL PERSONNEL	0	30,290	72,305	74,330
62300	Contract Services-Professional	0	0	6,005	3,980
	SUBTOTAL CONTRACTUAL	0	0	6,005	3,980
63001	Miscellaneous Operating Expenses	0	30	1,020	1,020
	SUBTOTAL COMMODITIES	0	30	1,020	1,020
65000	Building Rental	0	1,040	0	0
65040	Computer Service Charge	0	10	0	0
65050	IS Strategic Plan	0	430	0	0
65100	Insurance Charges	0	715	0	0
65400	Indirect Costs	0	560	4,170	4,170
	SUBTOTAL FIXED CHARGES	0	2,755	4,170	4,170
69135	Payment to Subagents	0	90,000	90,000	90,000
69151	Residential Rehab Loans	15,847	291,925	661,500	661,500
69152	Loans & Grants	11	0	0	0
	SUBTOTAL MISCELLANEOUS	15,858	381,925	751,500	751,500
	TOTAL EXPENDITURES	15,858	415,000	835,000	835,000
Class Code	AUTHORIZED PERSONNEL	ADOPTED FY 12-13		ADOPTED FY 13-14	
		Full Time	Part Time	Full Time	Part Time
1840	Housing Programs Analyst	0.05		0.15	
2710	Residential Construction Specialist	0.10		0.25	
7000	Loan Specialist	0.15		0.15	
7330	Senior Office Assistant	0.00		0.08	
	TOTAL	0.30	0.00	0.63	0.00

COMMUNITY DEVELOPMENT AGENCY

HOUSING AND NEIGHBORHOOD DEVELOPMENT		ACCOUNTING UNIT			
Housing Development and Rehabilitation - HOME		13018780			
Account Code	LINE ITEM RESOURCES	ACTUAL FY 11-12	ADOPTED FY 12-13	ADOPTED FY 13-14	ADOPTED FY 14-15
61000	Salaries Regular	171,546	130,080	160,795	160,795
61020	Salaries Part-Time	9,877	8,495	7,080	7,080
61040	Salaries Overtime	837	0	0	0
61100	Retirement-Employer Contribution	18,254	11,700	23,835	29,910
61110	Part-Time Retirement	370	320	265	265
61120	Medicare Insurance	1,945	2,010	2,435	2,435
61130	Health Insurance	29,158	23,450	25,275	25,275
61170	Retiree Health Benefits	1,641	1,330	3,125	3,125
61180	Worker Compensation Insurance	2,667	1,870	2,265	2,265
SUBTOTAL PERSONNEL		236,295	179,255	225,075	231,150
62010	Communications	0	1,000	1,000	1,000
62120	Training, Transportation, Meeting	110	3,135	1,000	1,000
62140	Membership, Subscription & Dues	2,973	3,900	1,305	1,305
62200	Advertising	789	0	0	0
62300	Contract Services-Professional	72,363	15,000	2,340	2,340
62301	Contract Services-Construction	180,000	0	0	0
62302	Contracted Vendor Personnel Services	0	10,000	8,000	8,000
62400	Auditor Fee	0	375	375	375
SUBTOTAL CONTRACTUAL		256,235	33,410	14,020	14,020
63001	Miscellaneous Operating Expenses	5,348	8,645	4,115	3,275
63300	Gas & Diesel	0	0	515	515
SUBTOTAL COMMODITIES		5,348	8,645	4,630	3,790
65000	Building Rental	0	7,000	7,835	7,835
65010	Rental City Equipment	0	0	2,330	2,330
65040	Computer Service Charge	1,050	75	80	80
65050	IS Strategic Plan	0	2,895	3,090	3,090
65100	Insurance Charges	0	4,790	5,110	5,110
65400	Indirect Costs	4,526	3,395	13,060	13,060
SUBTOTAL FIXED CHARGES		5,576	18,155	31,505	31,505
69151	Residential Rehab Loans	5,033,966	1,103,750	1,036,575	1,031,340
69154	Loan Set-Up Cost-Housing	3,589	0	0	0
SUBTOTAL MISCELLANEOUS		5,037,555	1,103,750	1,036,575	1,031,340
TOTAL EXPENDITURES		5,541,009	1,343,215	1,311,805	1,311,805

Class Code	AUTHORIZED PERSONNEL	ADOPTED FY 12-13		ADOPTED FY 13-14	
		Full Time	Part Time	Full Time	Part Time
2491	Deputy City Manager for Dev. Services	0.03		0.00	
2870	Exec. Director of Community Development	0.00		0.05	
2865	Asst. Director of Community Development	0.00		0.00	
2460	Housing Division Manager	0.10		0.10	
1840	Housing Programs Analyst	0.45		0.30	
2700	Senior Residential Construction Specialist	0.20		0.23	
2710	Residential Construction Specialist	0.20		0.30	
7000	Loan Specialist	0.10		0.20	
7280	Senior Accounting Assistant	0.15		0.22	
7321	Community Dev. Commission Secretary	0.10		0.05	
7330	Senior Office Assistant	0.30		0.30	
TOTAL		1.63	0.00	1.75	0.00

COMMUNITY DEVELOPMENT AGENCY

HOUSING AND NEIGHBORHOOD DEVELOPMENT		ACCOUNTING UNIT			
Housing Development and Rehabilitation - ADDI		13018781			
Account Code	LINE ITEM RESOURCES	ACTUAL FY 11-12	ADOPTED FY 12-13	ADOPTED FY 13-14	ADOPTED FY 14-15
69152	Loans & Grants	47,854	0	0	0
	SUBTOTAL MISCELLANEOUS	<u>47,854</u>	<u>0</u>	<u>0</u>	<u>0</u>
	TOTAL EXPENDITURES	<u><u>47,854</u></u>	<u><u>0</u></u>	<u><u>0</u></u>	<u><u>0</u></u>

HOUSING AND NEIGHBORHOOD DEVELOPMENT		ACCOUNTING UNIT			
Housing Development and Rehabilitation - CalHome Owner Occupied		14318763			
Account Code	LINE ITEM RESOURCES	ACTUAL FY 11-12	ADOPTED FY 12-13	ADOPTED FY 13-14	ADOPTED FY 14-15
69152	Loans & Grants	76,162	0	0	0
	SUBTOTAL MISCELLANEOUS	<u>76,162</u>	<u>0</u>	<u>0</u>	<u>0</u>
	TOTAL EXPENDITURES	<u><u>76,162</u></u>	<u><u>0</u></u>	<u><u>0</u></u>	<u><u>0</u></u>

COMMUNITY DEVELOPMENT AGENCY

HOUSING AND NEIGHBORHOOD DEVELOPMENT		ACCOUNTING UNIT			
Housing Development and Rehabilitation - NSP 1		14218760			
Account Code	LINE ITEM RESOURCES	ACTUAL FY 11-12	ADOPTED FY 12-13	ADOPTED FY 13-14	ADOPTED FY 14-15
61000	Salaries Regular	30,005	34,605	11,105	19,610
61020	Salaries Part-Time	14,451	7,265	1,415	2,125
61040	Salaries Overtime	890	2,000	2,000	2,000
61100	Retirement-Employer Contribution	3,208	2,890	1,645	3,650
61110	Part-Time Retirement	542	270	55	80
61120	Medicare Insurance	674	605	180	315
61130	Health Insurance	3,643	6,585	1,890	3,085
61170	Retiree Health Benefits	298	345	195	375
61180	Worker Compensation Insurance	1,102	435	130	295
	SUBTOTAL PERSONNEL	54,813	55,000	18,615	31,535
62010	Communications	0	100	100	100
62120	Training, Transportation, Meeting	0	1,000	1,000	1,000
62200	Advertising	0	500	500	500
62300	Contract Services-Professional	387,432	4,000	4,000	4,000
62301	Contract Services-Construction	93,027	0	0	0
62302	Contracted Vendor Personnel Services	0	3,000	3,000	3,000
62400	Auditor Fee	0	5,000	5,000	5,000
	SUBTOTAL CONTRACTUAL	480,459	13,600	13,600	13,600
63001	Miscellaneous Operating Expenses	360	7,350	6,865	6,090
	SUBTOTAL COMMODITIES	360	7,350	6,865	6,090
65000	Building Rental	0	1,910	585	1,015
65040	Computer Service Charge	0	20	5	10
65050	IS Strategic Plan	0	790	230	400
65100	Insurance Charges	5,085	1,305	380	660
65400	Indirect Costs	1,111	1,025	975	1,690
	SUBTOTAL FIXED CHARGES	6,196	5,050	2,175	3,775
69152	Loans & Grants	74,124	285,000	285,000	130,000
	SUBTOTAL MISCELLANEOUS	74,124	285,000	285,000	130,000
	TOTAL EXPENDITURES	615,952	366,000	326,255	185,000

Class Code	AUTHORIZED PERSONNEL	ADOPTED FY 12-13		ADOPTED FY 13-14	
		Full Time	Part Time	Full Time	Part Time
1840	Housing Programs Analyst	0.05		0.00	
2700	Senior Residential Construction Specialist	0.05		0.05	
2710	Residential Construction Specialist	0.10		0.00	
7000	Loan Specialist	0.05		0.02	
7280	Senior Accounting Assistant	0.10		0.00	
7330	Senior Office Assistant	0.10		0.00	
	TOTAL	0.45	0.00	0.07	0.00

COMMUNITY DEVELOPMENT AGENCY

HOUSING AND NEIGHBORHOOD DEVELOPMENT		ACCOUNTING UNIT			
Housing Development and Rehabilitation - NSP 2		14218761			
Account Code	LINE ITEM RESOURCES	ACTUAL FY 11-12	ADOPTED FY 12-13	ADOPTED FY 13-14	ADOPTED FY 14-15
61000	Salaries Regular	155,776	120,605	70,995	79,500
61020	Salaries Part-Time	29,924	43,965	4,245	4,955
61040	Salaries Overtime	3,484	5,000	5,000	5,000
61100	Retirement-Employer Contribution	16,239	10,955	10,525	14,785
61110	Part-Time Retirement	1,122	1,650	160	185
61120	Medicare Insurance	2,800	2,385	1,090	1,225
61130	Health Insurance	20,725	20,665	10,820	12,015
61170	Retiree Health Benefits	1,623	1,195	1,400	1,580
61180	Worker Compensation Insurance	2,975	2,165	1,025	1,190
	SUBTOTAL PERSONNEL	234,668	208,585	105,260	120,435
62010	Communications	0	200	200	200
62120	Training, Transportation, Meeting	0	2,000	2,000	2,000
62140	Membership, Subscription & Dues	592	100	0	0
62200	Advertising	0	2,000	2,000	2,000
62300	Contract Services-Professional	3,250	21,000	21,000	24,795
62301	Contract Services-Construction	1,744,374	0	0	0
62302	Contracted Vendor Personnel Services	0	3,000	3,000	3,000
62400	Auditor Fee	7,681	10,000	10,000	10,000
	SUBTOTAL CONTRACTUAL	1,755,897	38,300	38,200	41,995
63001	Miscellaneous Operating Expenses	3,347	22,930	20,360	19,890
	SUBTOTAL COMMODITIES	3,347	22,930	20,360	19,890
65000	Building Rental	3,510	7,505	3,515	3,945
65040	Computer Service Charge	0	80	35	40
65050	IS Strategic Plan	6,000	3,105	1,385	1,555
65100	Insurance Charges	5,085	5,135	2,290	2,570
65205	Internal Departments Personnel Charges	3,705	0	0	0
65400	Indirect Costs	10,540	4,030	5,855	6,570
	SUBTOTAL FIXED CHARGES	28,840	19,855	13,080	14,680
69152	Loans & Grants	406,126	675,000	2,000,000	640,000
69153	Downpayment/Mortgage Assistance	25,137	0	0	0
69154	Loan Set-Up Cost-Housing	1,140	5,000	5,000	5,000
	SUBTOTAL MISCELLANEOUS	432,403	680,000	2,005,000	645,000
	TOTAL EXPENDITURES	2,455,155	969,670	2,181,900	842,000

Class Code	AUTHORIZED PERSONNEL	ADOPTED FY 12-13		ADOPTED FY 13-14	
		Full Time	Part Time	Full Time	Part Time
2491	Deputy City Manager for Dev. Services	0.05		0.00	
2870	Exec. Director of Community Development	0.00		0.02	
2865	Asst. Director of Community Development	0.03		0.00	
2460	Housing Division Manager	0.05		0.05	
1840	Housing Programs Analyst	0.15		0.13	
2700	Senior Residential Construction Specialist	0.10		0.15	
2710	Residential Construction Specialist	0.50		0.08	
7000	Loan Specialist	0.10		0.04	
7280	Senior Accounting Assistant	0.20		0.12	
7330	Senior Office Assistant	0.30		0.15	
	TOTAL	1.48	0.00	0.74	0.00

COMMUNITY DEVELOPMENT AGENCY

HOUSING AND NEIGHBORHOOD DEVELOPMENT		ACCOUNTING UNIT			
Housing Development and Rehabilitation - NSP 3		14218762			
Account Code	LINE ITEM RESOURCES	ACTUAL FY 11-12	ADOPTED FY 12-13	ADOPTED FY 13-14	ADOPTED FY 14-15
61000	Salaries Regular	13,285	70,740	17,010	0
61020	Salaries Part-Time	1,285	7,265	1,415	0
61040	Salaries Overtime	555	500	500	0
61100	Retirement-Employer Contribution	1,409	6,790	2,520	0
61110	Part-Time Retirement	48	270	55	0
61120	Medicare Insurance	277	1,130	265	0
61130	Health Insurance	1,689	11,810	2,395	0
61170	Retiree Health Benefits	298	695	360	0
61180	Worker Compensation Insurance	321	1,265	330	0
	SUBTOTAL PERSONNEL	19,167	100,465	24,850	0
62120	Training, Transportation, Meeting	0	500	500	0
62200	Advertising	0	500	500	0
62300	Contract Services-Professional	1,763	3,000	1,500	0
62302	Contracted Vendor Personnel Services	0	3,000	1,000	0
62400	Auditor Fee	0	10,000	1,000	0
	SUBTOTAL CONTRACTUAL	1,763	17,000	4,500	0
63001	Miscellaneous Operating Expenses	105	2,625	1,275	0
	SUBTOTAL COMMODITIES	105	2,625	1,275	0
65000	Building Rental	0	3,560	860	0
65040	Computer Service Charge	0	40	10	0
65050	IS Strategic Plan	0	1,470	340	0
65100	Insurance Charges	0	2,435	560	0
65400	Indirect Costs	0	1,910	1,435	0
	SUBTOTAL FIXED CHARGES	0	9,415	3,205	0
69152	Loans & Grants	0	660,000	420,675	0
69154	Loan Set-Up-Housing	0	495	495	0
	SUBTOTAL MISCELLANEOUS	0	660,495	421,170	0
	TOTAL EXPENDITURES	21,035	790,000	455,000	0

Class Code	AUTHORIZED PERSONNEL	ADOPTED FY 12-13		ADOPTED FY 13-14	
		Full Time	Part Time	Full Time	Part Time
2491	Deputy City Manager for Dev. Services	0.05		0.00	
2870	Exec. Director of Community Development	0.00		0.02	
2865	Asst. Director of Community Development	0.03		0.00	
2460	Housing Division Manager	0.05		0.02	
1840	Housing Programs Analyst	0.10		0.02	
2700	Senior Residential Construction Specialist	0.05		0.02	
2710	Residential Construction Specialist	0.20		0.02	
7000	Loan Specialist	0.10		0.02	
7280	Senior Accounting Assistant	0.05		0.02	
7330	Senior Office Assistant	0.10		0.02	
	TOTAL	0.73	0.00	0.16	0.00

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 Santa Ana Neighborhood Improvement Program functions to promote community solutions, capacity building and civic engagement so residents have the ability to be well informed about items affecting their neighborhood and opportunities to improve their community.</p>				
Accomplishments in FY 11-12 & FY 12-13				
<ul style="list-style-type: none"> * Began placing capacity building/development plans for Santa Ana neighborhoods into operation. * Increased utilization of cost effective methods for communications with residents. * Offered training to resident leaders of Santa Ana's 90 HOA's * Implemented new policies and procedures to assure that residents and their associations are more fully briefed on significant development and infrastructure projects in their area. * Merged internet community calendar for city with content from other city departments. 				
Action Plan for FY 13-14 & FY 14-15				
<ul style="list-style-type: none"> * Continue placing capacity building/development plans for Santa Ana neighborhoods into operation. * Expand utilization of cost effective methods for communications with residents beyond e-mail to include automated text and voice notifications. * Prepare social and demographic analysis for each neighborhood using 2010 Census data released at the block level. * Update Grants for Blocks program policies to provide non-profit status to a greater number of neighborhoods. 				
PERFORMANCE MEASURES	Actual	Estimated	Objective	Objective
	FY 11-12	FY 12-13	FY 13-14	FY 14-15
Service Level				
# of Neighborhood association meetings	312	300	300	300
# of Neighborhood cleanups	79	70	70	70
# of Dumpsters provided	300	300	300	300
Efficiency				
# of Regular meetings supported by staff	200	150	150	150
Effectiveness				
# of internet visits to Community Calendar	24,000	24,000	24,000	30,000
# of Resource Network Agencies utilizing quarterly newsletters of Community Calendar	60	40	60	70
Frequency of Community Calendar updates	100	100	100	100

COMMUNITY DEVELOPMENT AGENCY

HOUSING AND NEIGHBORHOOD DEVELOPMENT		ACCOUNTING UNIT			
Neighborhood Improvement		50718820			
Account Code	LINE ITEM RESOURCES	ACTUAL FY 11-12	ADOPTED FY 12-13	ADOPTED FY 13-14	ADOPTED FY 14-15
61000	Salaries Regular	92,032	0	0	0
61020	Salaries Part-Time	25	0	0	0
61100	Retirement-Employer Contribution	9,331	0	0	0
61110	Part-Time Retirement	1	0	0	0
61120	Medicare Insurance	1,275	0	0	0
61130	Health Insurance	13,820	0	0	0
61170	Retiree Health Benefits	1,657	0	0	0
61180	Worker Compensation Insurance	1,890	0	0	0
	SUBTOTAL PERSONNEL	120,031	0	0	0
62010	Communications	3,511	0	0	0
62012	Cellular Phone Charges	442	0	0	0
62300	Contract Services-Professional	878	0	0	0
62600	Parking Validation	71	0	0	0
	SUBTOTAL CONTRACTUAL	4,902	0	0	0
63001	Miscellaneous Operating Expenses	11,270	0	0	0
	SUBTOTAL COMMODITIES	11,270	0	0	0
65000	Building Rental	39,848	0	0	0
65010	Rental City Equipment	3,424	0	0	0
65100	Insurance Charges	43,105	0	0	0
65400	Indirect Costs	11,531	0	0	0
	SUBTOTAL FIXED CHARGES	97,908	0	0	0
	TOTAL EXPENDITURES	234,111	0	0	0

COMMUNITY DEVELOPMENT AGENCY

HOUSING AND NEIGHBORHOOD DEVELOPMENT		ACCOUNTING UNIT			
Neighborhood Improvement - CDBG		13518781			
Account Code	LINE ITEM RESOURCES	ACTUAL FY 11-12	ADOPTED FY 12-13	ADOPTED FY 13-14	ADOPTED FY 14-15
61000	Salaries Regular	174,626	103,210	89,155	89,155
61020	Salaries Part-Time	580	0	0	0
61040	Salaries Overtime	0	1,000	1,000	1,000
61100	Retirement-Employer Contribution	18,523	9,345	13,215	16,585
61110	Part-Time Retirement	22	0	0	0
61120	Medicare Insurance	2,321	1,495	1,295	1,295
61130	Health Insurance	29,462	17,475	16,315	16,315
61170	Retiree Health Benefits	1,768	1,030	1,715	1,715
61180	Worker Compensation Insurance	3,920	1,445	1,100	1,100
	SUBTOTAL PERSONNEL	231,222	135,000	123,795	127,165
62010	Communications	1,025	2,100	3,000	3,000
62012	Cellular Phone Charges	0	400	400	400
62120	Training, Transportation, Meeting	0	900	900	900
62140	Membership, Subscription & Dues	0	2,300	2,300	2,300
62300	Contract Services-Professional	0	6,900	9,875	11,505
	SUBTOTAL CONTRACTUAL	1,025	12,600	16,475	18,105
63001	Miscellaneous Operating Expenses	40,839	24,815	33,880	33,880
63300	Gas & Diesel	0	0	140	140
	SUBTOTAL COMMODITIES	40,839	24,815	34,020	34,020
65000	Building Rental	0	10,480	3,945	3,945
65010	Rental City Equipment	0	2,955	665	665
65040	Computer Service Charge	0	115	40	40
65050	IS Strategic Plan	0	4,335	1,555	1,555
65100	Insurance Charges	0	7,170	2,570	2,570
65400	Indirect Costs	3,897	2,530	6,935	6,935
	SUBTOTAL FIXED CHARGES	3,897	27,585	15,710	15,710
66220	Improvements Other Than Building	27,769	0	0	0
	SUBTOTAL CAPITAL	27,769	0	0	0
	TOTAL EXPENDITURES	304,752	200,000	190,000	195,000
Class Code	AUTHORIZED PERSONNEL	ADOPTED FY 12-13		ADOPTED FY 13-14	
		Full Time	Part Time	Full Time	Part Time
2491	Deputy City Manager for Dev. Services	0.05		0.00	
2460	Housing Division Manager	0.05		0.05	
7610	Community Development District Manager*	0.55		0.50	
7580	Housing Programs Aide*	0.25		0.00	
7330	Senior Office Assistant*	0.25		0.25	
	TOTAL	1.15	0.00	0.80	0.00
	* Remaining percentage of indicated positions to be included in General Non-Departmental account.				



This Page Intentionally Left Blank

SPECIAL REVENUE FUND SUMMARY

DEPARTMENT/ AGENCY	Actual FY 11-12	Adopted FY 12-13	Adopted FY 13-14	Adopted FY 14-15	FY 11-12 Positions	FY 12-13 Positions	FY 13-14 Positions	% of FY 13-14 Total	Increase (Decrease) Over Prior Year 12-13 to 13-14	
									in \$	in %
REVENUES										
20 Traffic Offender Program	160,045	111,500	77,000	77,000				0.3%	(34,500)	-30.9%
23 Inmate Welfare Fund	478,195	453,500	453,500	453,500				1.8%	0	0.0%
24 Police Special Revenue Fund	891,594	735,300	920,000	937,500				3.7%	184,700	25.1%
26-Var Criminal Activities Fund	1,512,701	0	0	0				0.0%	0	n/a
29 Special Gas Tax Fund	10,018,042	9,298,465	10,350,865	10,335,000				42.1%	1,052,400	11.3%
31-Var Air Quality Improvement Fund	311,563	416,150	416,150	416,150				1.7%	0	0.0%
74-Var Civic Center	2,649,352	3,222,080	3,224,440	3,228,830				13.1%	2,360	0.1%
122-Fire Department Emergency Fund	90,813	0	0	0				0.0%	0	n/a
125-Var Urban Area Security Initiative Grant	10,373,913	10,735,240	8,908,806	0				36.2%	(1,826,434)	-17.0%
146 Metro Medical Response Sys. Grant	93,714	0	0	0				0.0%	0	n/a
152-Public Library Grant	0	0	0	0				0.0%	0	n/a
169 FACT Program	309,118	0	250,444	250,444				1.0%	250,444	n/a
Revenue Grand Total	26,889,050	24,972,235	24,601,205	15,698,424				100.0%	(371,030)	-1.5%
EXPENDITURES BY DEPARTMENT										
Public Works Agency										
29-013 Special Gas Tax Fund	9,829,637	9,298,465	10,174,980	10,335,000	0.00	0.00	2.90	32.6%	876,515	9.4%
Total	9,829,637	9,298,465	10,174,980	10,335,000	0.00	0.00	2.90	32.6%	876,515	9.4%
Fire Department										
12215330 Fire Dept. Emergency Fund	448,635	0	0	0	0.00	0.00	0.00	0.0%	0	n/a
146-Var Metro. Medical Response Sys. Grant	365,870	0	0	0	0.00	0.00	0.00	0.0%	0	n/a
Total	814,505	0	0	0	0.00	0.00	0.00	0.0%	0	n/a
Police Department										
02014405 OTS - Traffic Offender Program	230,239	471,500	372,500	297,000	1.50	1.00	1.00	1.2%	(99,000)	-21.0%
02314475 State Welfare Fund	557,294	813,500	628,500	628,500	1.70	1.70	1.50	2.0%	(185,000)	-22.7%
02414-Var Police Special Revenues	926,917	737,500	922,500	937,500	0.00	0.00	0.00	3.0%	185,000	25.1%
02614-Var Criminal Activities	1,552,186	5,200,000	5,666,905	5,671,775	4.00	1.00	1.00	18.1%	466,905	9.0%
07414400 Civic Center Security	1,117,738	1,176,230	1,199,275	1,228,060	8.00	8.00	8.00	3.8%	23,045	2.0%
12514-Var UASI Grant	10,373,913	10,735,240	8,908,806	0	7.25	4.75	3.75	28.5%	(1,826,434)	-17.0%
Total	14,758,287	19,133,970	17,698,486	8,762,835	22.45	16.45	15.25	56.6%	(1,435,484)	-7.5%
Parks, Recreation & Community Services										
07413-Var Civic Center (Maint./Capital)	1,900,052	2,045,850	2,025,165	2,000,770	4.00	3.00	3.00	6.5%	(20,685)	-1.0%
16913-Var FACT Program	305,718	0	250,444	250,444	0.00	0.00	0.00	0.8%	250,444	n/a
Total	2,205,770	2,045,850	2,275,609	2,251,214	4.00	3.00	3.00	7.3%	229,759	11.2%
Planning & Building Agency										
03116510 Air Quality Improvement Fund	123,383	336,510	382,400	381,310	1.00	1.00	1.00	1.2%	45,890	13.6%
Personnel Services Agency										
03109050 Air Quality Improvement Fund	201,406	309,340	299,860	306,310	2.05	1.75	1.75	1.0%	(9,480)	-3.1%
Library										
15211150 Public Library Grant	316,806	238,660	226,010	0.00	0.00	0.00	0.00	0.7%	(12,650)	-5.3%
Finance & Management Services - Fleet Services										
03110101 Air Quality Improvement Fund	0	200,000	200,000	200,000	0.00	0.00	0.00	0.6%	0	0.0%
Expenditure Grand Total	28,249,794	31,562,795	31,257,345	22,236,669	29.50	22.20	23.90	100.0%	(305,450)	-1.0%

Note: Includes Interfund Transfers

SPECIAL REVENUE FUNDS PERSONNEL

Number of Positions	29.50	22.20	23.90	23.90					1.70	7.7%
as % of Total City Workforce	2.0%	1.8%	2.3%	2.3%						

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			
Account Code	LINE ITEM RESOURCES	ACTUAL FY 11-12	ADOPTED FY 12-13	ADOPTED FY 13-14	ADOPTED FY 14-15
REVENUES					
57490	Traffic Offender - Program Income	157,100	108,000	75,000	75,000
58000	Earnings on Investments	2,945	3,500	2,000	2,000
	TOTAL REVENUES	160,045	111,500	77,000	77,000
EXPENDITURES					
61000	Salaries & Wages-Regular	80,276	75,245	55,445	55,445
61040	Salaries & Wages-Overtime	39,927	150,000	100,000	88,515
61100	Retirement Plan	8,281	6,285	8,220	10,315
61120	Medicare Insurance	1,156	1,090	805	805
61130	Employees Insurance	16,105	11,610	14,765	16,095
61170	Retiree Health Insurance	812	750	555	555
61180	Compensation Insurance	838	785	575	575
	SUBTOTAL PERSONNEL	147,395	245,765	180,365	172,305
62010	Communications	9,180	0	0	0
62120	Training & Transportation	5,297	15,750	15,750	15,750
62300	Other Contractual Services	7,336	53,395	53,395	53,395
	SUBTOTAL CONTRACTUAL	21,814	69,145	69,145	69,145
63001	Misc Office Expenses	14,985	60,000	40,000	20,000
	SUBTOTAL COMMODITIES	14,985	60,000	40,000	20,000
65010	Rental City Equipment	46,045	0	0	0
65400	Indirect Operating Expenses	0	9,255	11,750	11,750
	SUBTOTAL FIXED CHARGES	46,045	9,255	11,750	11,750
66400	Machinery & Equipment	0	77,335	61,240	23,800
66510	Computer Software	0	10,000	10,000	0
	SUBTOTAL CAPITAL	0	87,335	71,240	23,800
	TOTAL EXPENDITURES	230,239	471,500	372,500	297,000
Class Code	AUTHORIZED PERSONNEL	ADOPTED FY 12-13		ADOPTED FY 13-14	
		Full Time	Part Time	Full Time	Part Time
1006	Senior Office Assistant	1.00		1.00	
	TOTAL	1.00	0.00	1.00	0.00

SPECIAL REVENUE FUNDS

POLICE DEPARTMENT Inmate Welfare Fund	PROGRAM 023-475
--	----------------------------------

Statement of Purpose
<i>To account for activity in the Inmate Welfare Fund.</i>

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			
Account Code	LINE ITEM RESOURCES	ACTUAL FY 11-12	ADOPTED FY 12-13	ADOPTED FY 13-14	ADOPTED FY 14-15
<u>REVENUES</u>					
57403	Inmate Recovery	475,916	450,000	450,000	450,000
58000	Earnings on Investments	2,279	3,500	3,500	3,500
	TOTAL REVENUES	<u>478,195</u>	<u>453,500</u>	<u>453,500</u>	<u>453,500</u>
<u>EXPENDITURES</u>					
61000	Salaries & Wages-Regular	153,040	192,645	123,230	123,230
61030	Salaries Part-time	32,260	34,990	34,990	34,990
61040	Salaries & Wages-Overtime	5,446	5,000	5,000	5,000
61100	Retirement Plan	17,982	16,480	18,270	22,920
61110	Part-time Retirement	822	1,750	1,750	1,750
61120	Medicare Insurance	2,552	3,300	2,290	3,300
61130	Employees Insurance	28,051	26,045	25,480	26,045
61170	Retiree Health Insurance	1,261	1,415	995	1,415
61180	Compensation Insurance	4,428	6,000	4,130	6,000
	SUBTOTAL PERSONNEL	<u>245,840</u>	<u>287,625</u>	<u>216,135</u>	<u>224,650</u>
62300	Contract Svcs - Professional	120,409	150,000	150,000	150,000
62600	Parking Validation	18,257	25,000	25,000	25,000
	SUBTOTAL CONTRACTUAL	<u>138,666</u>	<u>175,000</u>	<u>175,000</u>	<u>175,000</u>
63001	Misc Office Expenses	159,823	150,000	170,175	161,660
63200	Operating M&S Bldgs/Grounds	0	0	0	0
	SUBTOTAL COMMODITIES	<u>159,823</u>	<u>150,000</u>	<u>170,175</u>	<u>161,660</u>
65400	Indirect Operating Expenses	12,964	17,190	17,190	17,190
	SUBTOTAL FIXED CHARGES	<u>12,964</u>	<u>17,190</u>	<u>17,190</u>	<u>17,190</u>
66400	Machinery & Equipment	0	183,685	50,000	50,000
	SUBTOTAL CAPITAL	<u>0</u>	<u>183,685</u>	<u>50,000</u>	<u>50,000</u>
	TOTAL EXPENDITURES	<u>557,294</u>	<u>813,500</u>	<u>628,500</u>	<u>628,500</u>
Class Code	AUTHORIZED PERSONNEL	ADOPTED FY 12-13		ADOPTED FY 13-14	
		Full Time	Part Time	Full Time	Part Time
7629	Correctional Supervisor	1.10		1.00	
	Police Administrative Manager	0.10		0.00	
1006	Senior Office Assistant	0.50		0.50	
	TOTAL	<u>1.70</u>	<u>0.00</u>	<u>1.50</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 exhausted 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			
Account Code	LINE ITEM RESOURCES	ACTUAL FY 11-12	ADOPTED FY 12-13	ADOPTED FY 13-14	ADOPTED FY 14-15
<u>REVENUES</u>					
57000	Expense Reimbursement	16,986	0	0	0
57010	Miscellaneous Recoveries	27,754	0	0	0
57081	Gifts & Donations	2,600	35,000	35,000	35,000
57400	Police OT Reimbursement	841,762	700,000	884,700	902,200
57081	Donations - Animal Outreach	2,363	0	0	0
58000	Earnings on Investments	130	300	300	300
TOTAL REVENUES		<u>891,594</u>	<u>735,300</u>	<u>920,000</u>	<u>937,500</u>
<u>EXPENDITURES</u>					
24-400	Police Special Revenue - General	926,917	735,000	920,000	935,000
24 432	K-9 Program	0	2,500	2,500	2,500
		<u>926,917</u>	<u>737,500</u>	<u>922,500</u>	<u>937,500</u>

POLICE DEPARTMENT		ACCOUNTING UNIT			
Police Special Revenue		02414400/410			
Account Code	LINE ITEM RESOURCES	ACTUAL FY 11-12	ADOPTED FY 12-13	ADOPTED FY 13-14	ADOPTED FY 14-15
61040	Salaries Overtime	895,195	700,000	885,000	900,000
SUBTOTAL PERSONNEL		<u>895,195</u>	<u>700,000</u>	<u>885,000</u>	<u>900,000</u>
62300	Contract Svcs - Professional	900	25,000	25,000	25,000
SUBTOTAL CONTRACTUAL		<u>900</u>	<u>25,000</u>	<u>25,000</u>	<u>25,000</u>
63001	Misc Office Expenses	30,822	10,000	10,000	10,000
SUBTOTAL COMMODITIES		<u>30,822</u>	<u>10,000</u>	<u>10,000</u>	<u>10,000</u>
TOTAL EXPENDITURES		<u>926,917</u>	<u>735,000</u>	<u>920,000</u>	<u>935,000</u>

POLICE DEPARTMENT		ACCOUNTING UNIT			
K-9 Program		02414432			
Account Code	LINE ITEM RESOURCES	ACTUAL FY 11-12	ADOPTED FY 12-13	ADOPTED FY 13-14	ADOPTED FY 14-15
62300	Contract Svcs - Professional	0	2,500	2,500	2,500
SUBTOTAL CONTRACTUAL		<u>0</u>	<u>2,500</u>	<u>2,500</u>	<u>2,500</u>
63001	Misc Office Expenses	0	0	0	0
SUBTOTAL COMMODITIES		<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>
TOTAL EXPENDITURES		<u>0</u>	<u>2,500</u>	<u>2,500</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			
Account Code	LINE ITEM RESOURCES	ACTUAL FY 11-12	ADOPTED FY 12-13	ADOPTED FY 13-14	ADOPTED FY 14-15
<u>REVENUES</u>					
57000	Expense Reimbursement	0	0	0	0
57010	Miscellaneous Recoveries	30,002	0	0	0
57405	Evidence Recoveries/DOJ	359,209	0	0	0
57406	Evidence Recoveries/US Treasury	219,114	0	0	0
57407	Evidence Recoveries/State	66,085	0	0	0
57408	Evidence Recoveries/State - 15%	12,199	0	0	0
57410	Evidence Recoveries/RNSP	792,554	0	0	0
58000	Earnings on Investments	33,536	0	0	0
	TOTAL REVENUES	<u>1,512,701</u>	<u>0</u>	<u>0</u>	<u>0</u>
<u>EXPENDITURES</u>					
26-435	Criminal Activities - CA	0	0	83,975	83,975
26-445	Criminal Activities - General	274,172	0	0	0
26-450	Criminal Activities - DOJ	1,208,388	4,350,000	4,762,930	4,767,800
26-455	Criminal Activities - DOT	0	800,000	800,000	800,000
26-460	Criminal Activities - State 15%	69,626	50,000	20,000	20,000
	TOTAL EXPENDITURES	<u>1,552,186</u>	<u>5,200,000</u>	<u>5,666,905</u>	<u>5,671,775</u>
Class Code	AUTHORIZED PERSONNEL	ADOPTED FY 12-13		ADOPTED FY 13-14	
		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>	

SPECIAL REVENUE FUNDS

POLICE DEPARTMENT		ACCOUNTING UNIT			
Criminal Activity - General		02614445			
Account Code	LINE ITEM RESOURCES	ACTUAL FY 11-12	ADOPTED FY 12-13	ADOPTED FY 13-14	ADOPTED FY 14-15
61040	Salaries & Wages-Overtime	48,086	0	0	0
	SUBTOTAL PERSONNEL	<u>48,086</u>	<u>0</u>	<u>0</u>	<u>0</u>
65010	Equipment Rental, City	12,865	0	0	0
65050	Information System Strategic Plan	59,990	0	0	0
65400	Indirect Operating Expenses	3,231	0	0	0
	SUBTOTAL FIXED CHARGES	<u>76,086</u>	<u>0</u>	<u>0</u>	<u>0</u>
69129	Special Enforcement Services	150,000	0	0	0
	SUBTOTAL MISCELLANEOUS	<u>150,000</u>	<u>0</u>	<u>0</u>	<u>0</u>
	TOTAL	<u><u>274,172</u></u>	<u><u>0</u></u>	<u><u>0</u></u>	<u><u>0</u></u>

POLICE DEPARTMENT		ACCOUNTING UNIT			
Criminal Activity - DOT		02614455			
Account Code	LINE ITEM RESOURCES	ACTUAL FY 11-12	ADOPTED FY 12-13	ADOPTED FY 13-14	ADOPTED FY 14-15
61040	Salaries & Wages-Overtime	0	800,000	800,000	800,000
	SUBTOTAL PERSONNEL	<u>0</u>	<u>800,000</u>	<u>800,000</u>	<u>800,000</u>
66400	Machinery & Equipment	0	0	0	0
	SUBTOTAL FIXED CHARGES	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>
	TOTAL	<u><u>0</u></u>	<u><u>800,000</u></u>	<u><u>800,000</u></u>	<u><u>800,000</u></u>

SPECIAL REVENUE FUNDS

POLICE DEPARTMENT		ACCOUNTING UNIT			
Criminal Activity - CA		02614435			
Account Code	LINE ITEM RESOURCES	ACTUAL FY 11-12	ADOPTED FY 12-13	ADOPTED FY 13-14	ADOPTED FY 14-15
61000	Salaries & Wages-Regular	0	0	0	0
61030	Salaries Part-time	0	0	75,000	75,000
61040	Salaries & Wages-Overtime	0	0	0	0
61100	Retirement Plan	0	0	0	0
61120	Medicare Insurance	0	0	1,085	1,085
61130	Employees Insurance	0	0	0	0
61170	Retiree Health Insurance	0	0	0	0
61180	Compensation Insurance	0	0	2,220	2,220
	SUBTOTAL PERSONNEL	<u>0</u>	<u>0</u>	<u>78,305</u>	<u>78,305</u>
62300	Contract Svcs - Professional	0	0	0	0
	SUBTOTAL CONTRACTUAL	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>
63001	Miscellaneous Office Expenses	0	0	0	0
	SUBTOTAL FIXED CHARGES	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>
65400	Indirect Operating Expenses	0	0	5,670	5,670
	SUBTOTAL FIXED CHARGES	<u>0</u>	<u>0</u>	<u>5,670</u>	<u>5,670</u>
	TOTAL	<u><u>0</u></u>	<u><u>0</u></u>	<u><u>83,975</u></u>	<u><u>83,975</u></u>

SPECIAL REVENUE FUNDS

POLICE DEPARTMENT		ACCOUNTING UNIT			
Criminal Activity - DOJ		02614450			
Account Code	LINE ITEM RESOURCES	ACTUAL FY 11-12	ADOPTED FY 12-13	ADOPTED FY 13-14	ADOPTED FY 14-15
61000	Salaries & Wages-Regular	121,377	119,575	115,680	119,575
61030	Salaries Part-time	0	100,000	50,000	50,000
61040	Salaries & Wages-Overtime	77,205	2,050,000	2,050,000	2,050,000
61100	Retirement Plan	29,321	24,585	24,765	24,585
61110	Part-time Retirement	0	3,750	3,750	3,750
61120	Medicare Insurance	0	3,185	3,125	3,185
61130	Employees Insurance	15,883	17,560	17,105	17,560
61170	Retiree Health Insurance	820	895	870	895
61180	Compensation Insurance	9,953	11,755	11,435	11,755
	SUBTOTAL PERSONNEL	<u>254,559</u>	<u>2,331,305</u>	<u>2,276,730</u>	<u>2,281,305</u>
62000	Utilities	0	0	75,000	75,000
62300	Contract Svcs - Professional	166,473	500,000	500,000	500,000
	SUBTOTAL CONTRACTUAL	<u>166,473</u>	<u>500,000</u>	<u>575,000</u>	<u>575,000</u>
63001	Miscellaneous Office Expense	704,220	500,000	500,000	500,000
	SUBTOTAL CONTRACTUAL	<u>704,220</u>	<u>500,000</u>	<u>500,000</u>	<u>500,000</u>
65010	Equipment Rental, City	0	0	500,000	500,000
65050	Information system Strategic Plan	0	59,990	59,990	59,990
65400	Indirect Operating Expenses	9,476	75,000	167,505	167,800
	SUBTOTAL FIXED CHARGES	<u>9,476</u>	<u>134,990</u>	<u>727,495</u>	<u>727,790</u>
66400	Machinery & Equipment	64,498	83,705	83,705	83,705
66510	Software	9,163	800,000	600,000	600,000
	SUBTOTAL FIXED CHARGES	<u>73,661</u>	<u>883,705</u>	<u>683,705</u>	<u>683,705</u>
68000	Transfer to Fund 24	0	0	0	0
	SUBTOTAL MISCELLANEOUS	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>
	TOTAL	<u><u>1,208,388</u></u>	<u><u>4,350,000</u></u>	<u><u>4,762,930</u></u>	<u><u>4,767,800</u></u>

Class Code	AUTHORIZED PERSONNEL	ADOPTED FY 12-13		ADOPTED FY 13-14	
		Full Time	Part Time	Full Time	Part Time
3200	Police Officer - PAAL	1.00		1.00	
	TOTAL	<u>1.00</u>	<u> </u>	<u>1.00</u>	<u> </u>

SPECIAL REVENUE FUNDS

POLICE DEPARTMENT		ACCOUNTING UNIT			
Criminal Activity - CA 15% Set-aside		02614460			
Account Code	LINE ITEM RESOURCES	ACTUAL FY 11-12	ADOPTED FY 12-13	ADOPTED FY 13-14	ADOPTED FY 14-15
61000	Salaries & Wages-Regular	0	0	0	0
61030	Salaries Part-time	58,397	0	0	0
61040	Salaries & Wages-Overtime	0	0	0	0
61110	Part-time Retirement	2,190	0	0	0
61100	Retirement Plan			0	0
61120	Medicare Insurance	847	0	0	0
61130	Employees Insurance	0	0	0	0
61170	Retiree Health Insurance	0	0	0	0
61180	Compensation Insurance	1,729	0	0	0
	SUBTOTAL PERSONNEL	63,162	0	0	0
62300	Contract Services - Professional	21	30,000	0	0
	SUBTOTAL CONTRACTUAL	21	30,000	0	0
63001	Miscellaneous Office Expense	2,519	20,000	20,000	20,000
	SUBTOTAL COMMODITIES	2,519	20,000	20,000	20,000
65400	Indirect Operating Expenses	3,924	0	0	0
	SUBTOTAL FIXED CHARGES	3,924	0	0	0
	TOTAL	69,626	50,000	20,000	20,000

**SPECIAL REVENUE FUND
DEPARTMENT RESOURCE SUMMARY**

PUBLIC WORKS AGENCY

ACTIVITIES	ACTUAL FY 11-12	ADOPTED FY 12-13	ADOPTED FY 13-14	ADOPTED FY 14-15	
REVENUES:					
52300 Highway Users Tax Allocation (2105)	1,627,786	1,729,190	1,671,255	1,670,000	
52301 Highway Users Tax Allocation (2106)	1,132,802	1,161,358	1,112,710	1,110,000	
52302 Highway Users Tax Allocation (2107)	2,336,425	2,481,626	2,498,230	2,490,000	
52303 Highway Users Tax Allocation (2103) - Prop 42	4,810,786	3,883,291	5,063,670	5,060,000	
56201 Traffic Signal Maintenance	0	0	0	0	
56300 Engineering Cost Allocation	0	0	0	0	
57010 Miscellaneous Recoveries	113	0	0	0	
58000 Earnings on Investment	58,904	35,000	35,000	35,000	
58002 Loss (Gain) Market Value on Investments	(30,216)	0	(30,000)	(30,000)	
58004 Interest Earnings Bond Proceeds	81,442	8,000	0	0	
58005 Investment Income - Trustee	0	0	0	0	
59300 Gas Tax Bond Proceeds	0	0	0	0	
TOTAL	10,018,042	9,298,465	10,350,865	10,335,000	
EXPENDITURES:					
02917019 Gas Tax Fund Interfund Transfer	3,787,527	2,047,085	2,697,590	2,833,445	
02917020 2007 COP Bond Payment	4,192,631	4,225,985	4,201,680	4,197,680	
02917620 Traffic Signal Maintenance	300,820	1,071,955	1,354,590	1,366,235	
02917635 Median Landscaping	882,696	1,265,930	1,262,715	1,273,575	
02917660 Roadway Maintenance	665,963	687,510	658,405	664,065	
TOTAL	9,829,637	9,298,465	10,174,980	10,335,000	
OPERATING EXPENSE					
61000 Personnel	0	0	317,135	319,865	
62000 Contractual	1,671,718	2,871,500	2,906,500	2,931,360	
63000 Commodities	486	2,000	2,000	2,015	
65000 Cross Charges	185,525	151,895	65,075	65,635	
66000 Capital	0	0	0	0	
67000 Debt Service	4,184,381	4,225,985	4,186,680	4,182,680	
68000 Transfers Out	3,787,527	2,047,085	2,697,590	2,833,445	
TOTAL	9,829,637	9,298,465	10,174,980	10,335,000	
Class Code	AUTHORIZED PERSONNEL	ADOPTED FY 12-13		ADOPTED FY 13-14	
		Full Time	Part Time	Full Time	Part Time
02100	Assistant Engineer II	0.00		0.75	
02155	Assistant Traffic Operations Engineer	0.00		0.25	
09130	Engineering Intern, P/T		0.00		0.85
09505	Permit Parking Aide, P/T		0.00		0.10
02129	Principal Civil Engineer	0.00		0.05	
02131	Senior Civil Engineer	0.00		0.40	
	Senior Transportation Engineer			1.00	
07330	Senior Office Assistant			0.45	
TOTAL		0.00	0.00	2.90	0.95

SPECIAL REVENUE FUNDS

Special Gas Tax Fund

PROGRAM

Fund 02917019

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

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

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

EXPENDITURES	ACTUAL FY 11-12	PROJECTED FY 12-13	ADOPTED FY 13-14	ADOPTED FY 14-15
02917019 INTERFUND TRANSFER				
68000-58 Transfer to Fund 058	3,787,527	0	0	0
68000-59 Transfer to Fund 059	0	2,047,085	2,687,590	2,823,445
68000-86 Transfer to Fund 086	0	0	10,000	10,000
TOTAL INTERFUND TRANSFERS	3,787,527	2,047,085	2,697,590	2,833,445

SPECIAL REVENUE FUND

PUBLIC WORKS AGENCY		ACCOUNTING UNIT			
Gas Tax Residential Street Improvement Debt Service		02917020			
Account Code	LINE ITEM RESOURCES	ACTUAL FY 11-12	ADOPTED FY 12-13	ADOPTED FY 13-14	ADOPTED FY 14-15
62401	Trustee Fee	8,250	15,000	15,000	15,000
	SUBTOTAL CONTRACTUAL	----- 8,250	----- 15,000	----- 15,000	----- 15,000
67300	Bond Principal	1,170,000	1,220,000	1,275,000	1,325,000
67310	Bond Interest	3,014,381	2,990,985	2,911,680	2,857,680
	SUBTOTAL DEBT SERVICE	----- 4,184,381	----- 4,210,985	----- 4,186,680	----- 4,182,680
	TOTAL	----- 4,192,631 =====	----- 4,225,985 =====	----- 4,201,680 =====	----- 4,197,680 =====

SPECIAL REVENUE FUND

PUBLIC WORKS AGENCY			PROGRAM	
Traffic Signal Maintenance			02917620	
Statement of Purpose				
<p><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></p>				
Accomplishments in FY 2012-2013				
<ul style="list-style-type: none"> * Continued to maintain and operate the City's ATMS. * Continued to maintain the City's twisted-pair and fiberoptic communication networks. * Continued to maintain traffic signal coordination on major and secondary arterials. * Continued to replace and upgrade traffic signal equipment to meet current standards. 				
Action Plan for FY 2013-2014 & FY 2014-2015				
<ul style="list-style-type: none"> * Continue to maintain and operate the City's ATMS. * Continue to maintain the City's twisted-pair and fiberoptic communication networks. * Continue to maintain traffic signal coordination on major and secondary arterials. * Continue to replace and upgrade traffic signal equipment to meet current standards. 				
PERFORMANCE MEASURES	Actual	Actual	Actual	Objective
	FY 10-11	FY 11-12	FY 12-13	FY 13-14
Service Level				
# of traffic signals operated and maintained	292	297	301	303
# of traffic signals in city maintained by others	32	32	32	32
# of CCTV cameras operated and maintained	69	69	77	81
# of emergency vehicle preemptions maintained	135	135	140	140
# of changeable message signs maintained	0	0	0	0
# of activated flashing crosswalks/beacon maintained	7	7	7	7
# of street name signs replaced	4	20	32	50
# of fixed time flashing beacons maintained	5	5	5	5
# of interactive kiosks maintained	0	0	1	1
Efficiency				
Average annual maintenance cost in dollars per traffic signal (including energy cost)	3,200	3,615	3,560	3540

SPECIAL REVENUE FUND

PUBLIC WORKS AGENCY		ACCOUNTING UNIT			
Traffic Signal Maintenance		02917620			
Account Code	LINE ITEM RESOURCES	ACTUAL FY 11-12	ADOPTED FY 12-13	ADOPTED FY 13-14	ADOPTED FY 14-15
<u>EXPENDITURES</u>					
61000	Salaries Regular	0	0	223,630	225,555
61020	Salaries Part-Time	0	0	18,015	18,170
61040	Salaries Overtime	0	0	0	0
61100	Retirement-Employer Contribution	0	0	33,825	34,115
61110	Part-Time Retirement	0	0	0	0
61120	Medicare Insurance	0	0	3,505	3,535
61130	Health Insurance	0	0	33,030	33,315
61170	Retiree Health Benefits	0	0	2,450	2,470
61180	Workers Compensation Insurance	0	0	2,680	2,705
	SUBTOTAL PERSONNEL	0	0	317,135	319,865
62000	Utilities	169,939	195,000	195,000	196,675
62010	Communications	6,492	13,500	13,500	13,615
62300	Contract Services-Professional	1,558	78,000	78,000	78,670
62321	M & R Improvements	20,556	710,000	710,000	716,105
	SUBTOTAL CONTRACTUAL	198,545	996,500	996,500	1,005,065
65010	Rental City Equipment	6,010	5,090	0	0
65020	City Yard Rental	6,240	6,240	6,240	6,295
65100	Insurance Charges	47,855	25,745	25,745	25,965
65240	Public Works Admin Charge	42,170	38,380	8,970	9,045
	SUBTOTAL CROSS CHARGES	102,275	75,455	40,955	41,305
	TOTAL	300,820	1,071,955	1,354,590	1,366,235
		<u>=====</u>	<u>=====</u>	<u>=====</u>	<u>=====</u>
Class Code	AUTHORIZED PERSONNEL	ADOPTED FY 12-13		ADOPTED FY 13-14	
		Full Time	Part Time	Full Time	Part Time
2100	Assistant Engineer II			0.75	
2155	Assistant Traffic Operations Engineer			0.25	
2129	Principal Civil Engineer			0.05	
2131	Senior Civil Engineer			0.40	
	Senior Transportation Engineer			1.00	
7330	Senior Office Assistant			0.45	
9130	Engineering Intern, P/T				0.85
9505	Permit Parking Aide, P/T				0.10
	TOTAL	0.00	0.00	2.90	0.95
		<u>=====</u>	<u>=====</u>	<u>=====</u>	<u>=====</u>

SPECIAL REVENUE FUND

PUBLIC WORKS AGENCY	PROGRAM			
Median Landscaping	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 2012-2013				
<ul style="list-style-type: none"> * Maintained and improved median landscaping. * Continued to identify electricity- and water-saving devices that maximize irrigation efficiency. * Investigated and implemented water- and energy-saving technologies. 				
Action Plan for FY 2013-2014 & FY 2014-2015				
<ul style="list-style-type: none"> * Continue to maintain and improve median landscaping. * Develop a schedule for updated inventory to maximize contractors time in the median. 				
PERFORMANCE MEASURES	Actual	Estimated	Objective	Objective
	FY 11-12	FY 12-13	FY 13-14	FY 14-15
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	10	10	8	8
# of parking structures and lots maintained	1	1	2	2
# of miscellaneous areas maintained	31	31	27	27
# of annual color areas maintained	11	11	6	6
Efficiency				
Annual irrigation cost (\$)	381,645	380,000	380,000	380,000
Annual maintenance cost (\$)	800,000	800,000	840,000	840,000
Square footage of landscaping maintained	3,677,695	3,677,695	3,677,695	3,677,695
Irrigation costs per sq. ft. of landscaping (\$)	0.10	0.10	0.10	0.10
Maintenance costs per sq. ft. of landscaped area (\$)	0.22	0.22	0.23	0.23

SPECIAL REVENUE FUND

PUBLIC WORKS AGENCY		ACCOUNTING UNIT			
Median Landscaping		02917635			
Account Code	LINE ITEM RESOURCES	ACTUAL FY 11-12	ADOPTED FY 12-13	ADOPTED FY 13-14	ADOPTED FY 14-15
<u>EXPENDITURES</u>					
61040	Salaries Overtime	0	0	0	0
	SUBTOTAL PERSONNEL	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>
62000	Utilities	58,363	425,000	345,000	347,965
62320	M & R Building & Grounds	780,098	800,000	900,000	907,740
	SUBTOTAL CONTRACTUAL	<u>838,461</u>	<u>1,225,000</u>	<u>1,245,000</u>	<u>1,255,705</u>
65040	Computer Service Charge	7,465	7,465	7,465	7,530
65240	Public Works Admin Charge	36,770	33,465	10,250	10,340
	SUBTOTAL FIXED CHARGES	<u>44,235</u>	<u>40,930</u>	<u>17,715</u>	<u>17,870</u>
66220	Improvements Other Than Building	0	0	0	0
66400	Machinery & Equipment	0	0	0	0
66510	Computer Software	0	0	0	0
	SUBTOTAL CAPITAL	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>
	TOTAL EXPENDITURES	<u><u>882,696</u></u>	<u><u>1,265,930</u></u>	<u><u>1,262,715</u></u>	<u><u>1,273,575</u></u>

SPECIAL REVENUE FUND

PUBLIC WORKS AGENCY		PROGRAM		
Roadway Maintenance		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 2012-2013				
<ul style="list-style-type: none"> * Worked 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. * Utilized sidewalk grinding services more frequently as opposed to asphalt ramping which deteriorates over time. 				
Action Plan for FY 2013-2014 & FY 2014-2015				
<ul style="list-style-type: none"> * Survey commercial and industrial streets that are in need of re-construction above minor pothole and overlay repair and forward to Engineering Services for evaluation. * Establish a priority service response procedure based on intensity of vehicular and pedestrian travel on arterial, collector, residential and industrial streets. 				
PERFORMANCE MEASURES	Actual	Estimated	Objective	Objective
	FY 11-12	FY 12-13	FY 13-14	FY 14-15
Service Level				
Tons of asphalt concrete (AC) - street patching	130	0	0	0
Tons of asphalt concrete (AC) - potholes	675	650	700	700
Potholes filled (locations)	24,000	24,000	25,000	25,000
Crack sealing used (linear feet)	15,000	30,000	0	0
Sidewalk patching (sq. ft.)	5,900	3,000	6,000	6,000

SPECIAL REVENUE FUND

PUBLIC WORKS AGENCY		ACCOUNTING UNIT			
Roadway Maintenance		02917660			
Account Code	LINE ITEM RESOURCES	ACTUAL FY 11-12	ADOPTED FY 12-13	ADOPTED FY 13-14	ADOPTED FY 14-15
<u>EXPENDITURES</u>					
62010	Communications	0	0	0	0
62120	Training & Transportation	0	0	0	0
62140	Other Agency Services	0	0	0	0
62300	Other Contractual Services	626,462	650,000	650,000	655,590
62302	Other Personnel Services	0	0	0	0
62322	M&R Machinery & Equipment	0	0	0	0
	SUBTOTAL CONTRACTUAL	<u>626,462</u>	<u>650,000</u>	<u>650,000</u>	<u>655,590</u>
63001	Operating Materials & Supplies	486	2,000	2,000	2,015
63300	Gas and Diesel Costs	0	0	0	0
	SUBTOTAL COMMODITIES	<u>486</u>	<u>2,000</u>	<u>2,000</u>	<u>2,015</u>
65010	Rental City Equipment	0	0	0	0
65100	Insurance Charges	0	0	0	0
65240	Public Works Administrative Charges	39,015	35,510	6,405	6,460
	SUBTOTAL FIXED CHARGES	<u>39,015</u>	<u>35,510</u>	<u>6,405</u>	<u>6,460</u>
66220	Improvements Other Than Building	0	0	0	0
66400	Machinery & Equipment	0	0	0	0
	SUBTOTAL CAPITAL	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>
	TOTAL EXPENDITURES	<u><u>665,963</u></u>	<u><u>687,510</u></u>	<u><u>658,405</u></u>	<u><u>664,065</u></u>

**SPECIAL REVENUE FUNDS
RESOURCE SUMMARY**

VARIOUS Air Quality Improvement		ACCOUNTING UNIT 031-VARIOUS			
Rev/AU Code	LINE ITEM RESOURCES	ACTUAL FY 11-12	ADOPTED FY 12-13	ADOPTED FY 13-14	ADOPTED FY 14-15
REVENUES					
52350	AQMD AB 2766	307,280	414,000	414,000	414,000
57010	Miscellaneous Recoveries	1,815	1,850	1,850	1,850
58000	Earnings on Investments	2,467	300	300	300
	TOTAL REVENUES	<u>311,563</u>	<u>416,150</u>	<u>416,150</u>	<u>416,150</u>
EXPENDITURES					
03110101	Fleet Services	0	200,000	200,000	200,000
03109050	Personnel	201,406	309,340	299,860	306,310
03116510	Planning & Building	123,383	336,510	382,400	381,310
	TOTAL EXPENDITURES	<u>324,789</u>	<u>845,850</u>	<u>882,260</u>	<u>887,620</u>
Class Code	AUTHORIZED PERSONNEL	ADOPTED FY 12-13		ADOPTED FY 13-14	
		Full Time	Part Time	Full Time	Part Time
0471	Benefits Supervisor	0.25		0.25	
0770	Sr. Personnel Technician	0.50		0.50	
7070	Personnel Services Specialist	1.00	1.00	1.00	0.00
2500	Planning Manager	0.15		0.25	
0810	Principal Planner	0.15		0.25	
2450	Associate Planner	0.65		0.45	
7330	Senior Office Assistant	0.05		0.05	
	TOTAL	<u>2.75</u>	<u>1.00</u>	<u>2.75</u>	<u>0.00</u>

SPECIAL REVENUE FUNDS

PERSONNEL SERVICES	PROGRAM			
Air Quality Fund	03109050			
Statement of Purpose				
<p><i>To provide responsive, efficient services to City employees to achieve the South Coast Air Quality Management District (SCAQMD) Average Vehicle Ridership (AVR) goal of 1.5 persons per vehicle to attain federal/state air quality standards.</i></p> <p>This program is responsible for the development, implementation, monitoring, and evaluation of the City's Employee Commute Reduction Program. Major components include promoting alternate transportation modes and associated air quality and health benefits; implementing the City's SCAQMD-approved incentive programs; monitoring employee participation; conducting annual AVR (Average Vehicle Ridership) survey; and preparing Employee Commute Reduction Program for annual analysis and submission to SCAQMD.</p>				
Accomplishments in FY 2012-2013				
<ul style="list-style-type: none"> * Prepared City's 2012 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. * Established two Vanpools that City Employees participate in. 				
Action Plan for FY 2013-2014				
<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 2013 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 10-11	FY 11-12	FY 12-13	FY 13-14
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.	99%	99%	92%	90%
# of employees:				
attending TRP informational presentations (NEO)	144	163	150	140
receiving custom transit route planners/matchlists	215	117	100	100
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)	1.45	1.45	1.32	1.5

SPECIAL REVENUE FUNDS

PERSONNEL SERVICES		ACCOUNTING UNIT			
Air Quality Fund		03109050			
Account Code	LINE ITEM RESOURCES	ACTUAL FY 11-12	ADOPTED FY 12-13	ADOPTED FY 13-14	ADOPTED FY 14-15
61000	Salaries & Wages-Regular	102,288	141,445	132,675	133,215
61020	Salaries & Wages-Temporary	0	0	0	0
61030	Salaries & Wages-Overtime	0	1,000	1,000	1,000
61100	Retirement Plan	7,403	16,510	18,925	23,850
61110	Part-Time Retirement	0	765	0	0
61120	Medicare Insurance	973	2,275	1,850	1,860
61130	Employees Insurance	7,689	11,385	12,105	13,030
61170	Retiree Health Insurance	1,683	2,390	2,235	2,245
61180	Compensation Insurance	985	1,630	1,330	1,335
	SUBTOTAL PERSONNEL	<u>121,022</u>	<u>177,400</u>	<u>170,120</u>	<u>176,535</u>
62010	Communications	0	445	445	445
62120	Training & Transportation	0	3,425	3,425	3,425
62140	Other Agency Services	1,535	3,930	3,930	3,930
62200	Advertising	2,432	2,640	2,640	2,640
62300	Other Contract Services	2,657	0	0	0
62302	Other Personnel Services	0	24,575	24,575	24,575
	SUBTOTAL CONTRACTUAL	<u>6,623</u>	<u>35,015</u>	<u>35,015</u>	<u>35,015</u>
63001	Other Material & Supplies	3,547	9,740	9,740	9,740
	SUBTOTAL COMMODITIES	<u>3,547</u>	<u>9,740</u>	<u>9,740</u>	<u>9,740</u>
65400	Indirect Operating Expenses	9,488	11,165	8,965	9,000
	SUBTOTAL FIXED CHARGES	<u>9,488</u>	<u>11,165</u>	<u>8,965</u>	<u>9,000</u>
69101	Bicycle Commute Incentive	3,790	5,000	5,000	5,000
69102	Bus Passes	4,094	12,000	12,000	12,000
69103	Car Pool Incentive	22,925	22,020	22,020	22,020
69104	Train Passes	22,395	30,000	30,000	30,000
69105	Walking Commute Incentive	6,210	5,000	5,000	5,000
69106	Incentive Drawings	1,312	2,000	2,000	2,000
69107	Emergency Return Trip	0	0	0	0
	SUBTOTAL CONTRACTUAL	<u>60,726</u>	<u>76,020</u>	<u>76,020</u>	<u>76,020</u>
	TOTAL	<u><u>201,406</u></u>	<u><u>309,340</u></u>	<u><u>299,860</u></u>	<u><u>306,310</u></u>

Class Code	AUTHORIZED PERSONNEL	ADOPTED FY 12-13		ADOPTED FY 13-14	
		Full Time	Part Time	Full Time	Part Time
0471	Benefits Supervisor	0.25		0.25	
0770	Sr. Personnel Technician	0.50		0.50	
7070	Personnel Services Specialist	1.00		1.00	
	TOTAL	<u>1.75</u>	<u>0.00</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 11-12	ADOPTED FY 12-13	ADOPTED FY 13-14	ADOPTED FY 14-15
66400	Machinery & Equipment	0	200,000	200,000	200,000
	SUBTOTAL FIXED CHARGES	0	200,000	200,000	200,000
	TOTAL	0	200,000	200,000	200,000

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		031166510			
Account Code	LINE ITEM RESOURCES	ACTUAL FY 11-12	ADOPTED FY 12-13	ADOPTED FY 13-14	ADOPTED FY 14-15
61000	Salaries & Wages-Regular	93,060	106,825	130,265	127,735
61100	Retirement Plan	10,145	9,840	19,310	20,885
61120	Medicare Insurance	1,000	1,245	1,375	1,355
61130	Employees Insurance	13,683	12,430	20,730	20,730
61170	Retiree Medical Insurance	0	615	1,890	1,850
61180	Compensation Insurance	1,894	1,985	2,865	2,790
	SUBTOTAL PERSONNEL	----- 119,781	----- 132,940	----- 176,435	----- 175,345
62140	Other Agency Services	0	0		0
62300	Other Contractual Services	0	200,000		200,000
	SUBTOTAL CONTRACTUAL	----- 0	----- 200,000	----- 200,000	----- 200,000
65050	Info. Svcs. Strategic Plan Charges	0	0	0	0
65400	Indirect Operating Expenses	3,601	3,570	5,965	5,965
	SUBTOTAL FIXED CHARGES	----- 3,601	----- 3,570	----- 5,965	----- 5,965
	TOTAL	----- 123,383 =====	----- 336,510 =====	----- 382,400 =====	----- 381,310 =====
Class Code	AUTHORIZED PERSONNEL	ADOPTED FY 12-13		APPROVED FY 13-14/14-15	
		Full Time	Part Time	Full Time	Part Time
250	Planning Manager	0.15		0.25	
810	Principal Planner	0.15		0.25	
040	Assistant Planner I	0.00		0.00	
245	Associate Planner	0.65		0.45	
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			
Account Code	LINE ITEM RESOURCES	ACTUAL FY 11-12	PROJECTED FY 12-13	ADOPTED FY 13-14	ADOPTED FY 14-15
REVENUES					
53322	Civic Center Project Charges	67,671	68,450	40,000	0
53323	Civic Center Maintenance Charges	1,274,167	1,377,400	1,385,165	1,400,770
53324	Civic Center Police Security	707,514	1,176,230	1,199,275	1,228,060
57000	Expense Reimbursement	0	0	0	0
59000	11 Transfer From General Fund	600,000	600,000	600,000	600,000
	TOTAL REVENUES	2,649,352	3,222,080	3,224,440	3,228,830
EXPENDITURES					
07413015	Civic Center Maintenance - Non-Dept	599,035	600,000	600,000	600,000
07413250	Civic Center Maintenance	1,261,426	1,377,400	1,385,165	1,400,770
07413260	Civic Center Capital Projects	39,592	68,450	40,000	0
07413400	Civic Center Security	1,117,738	1,176,230	1,199,275	1,228,060
	TOTAL EXPENDITURES	3,017,791	3,222,080	3,224,440	3,228,830
Class Code	AUTHORIZED PERSONNEL	ADOPTED FY 12-13		ADOPTED FY 13-14	
		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	
3200	Police Officer	8.00		8.00	
9300	Park Maintenance Assistant		5.00		5.00
	TOTAL	11.00	5.00	11.00	5.00

SPECIAL REVENUE FUNDS

PARKS, RECREATION & COMMUNITY SERVICES		ACCOUNT UNIT			
Civic Center Maintenance - Non-Departmental		07413015			
Account Code	LINE ITEM RESOURCES	ACTUAL FY 11-12	ADOPTED FY 12-13	ADOPTED FY 13-14	ADOPTED FY 14-15
69135	Payment to Subagent*	599,035	600,000	600,000	600,000
	SUBTOTAL CAPITAL	----- 599,035	----- 600,000	----- 600,000	----- 600,000
	TOTAL	----- 599,035 =====	----- 600,000 =====	----- 600,000 =====	----- 600,000 =====
	* Payment is the City's contribution to the Civic Center Authority				

SPECIAL REVENUE FUNDS

PARKS, RECREATION & COMMUNITY SERVICES
Civic Center Maintenance

PROGRAM
07413250

Statement of Purpose

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.

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.

Accomplishments in FY 11-12 & FY 12-13

- * 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 (west 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 2013-14 and FY 2014-15

- * 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 (east 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	Estimated	Objective	Objective
	FY 11-12	FY 12-13	FY 13-14	FY 14-15
Number of days providing landscape-grounds maintenance	365	365	365	365
Number of days providing custodial maintenance	365	365	365	365
One-half of Civic Center Trees pruned	512	512	512	512

SPECIAL REVENUE FUNDS

PARKS, RECREATION & COMMUNITY SERVICES		ACCOUNT UNIT			
Civic Center Maintenance		07413250			
Account Code	LINE ITEM RESOURCES	ACTUAL FY 11-12	ADOPTED FY 12-13	ADOPTED FY 13-14	ADOPTED FY 14-15
61000	Salaries Regular	243,679	246,365	255,820	255,820
61020	Salaries Part-Time	92,438	94,020	96,840	99,745
61040	Salaries Overtime	6,158	0	0	0
61100	Retirement-Employer Contribution	24,511	20,570	37,925	47,585
61110	Part-Time Retirement	3,226	3,525	3,630	3,740
61120	Medicare Insurance	3,676	2,640	2,730	2,770
61130	Health Insurance	49,380	51,430	55,355	57,845
61170	Retiree Health Benefits	2,309	2,465	2,560	2,560
61180	Worker Compensation Insurance	36,597	37,715	39,050	39,450
	SUBTOTAL PERSONNEL	461,973	458,730	493,910	509,515
62000	Utilities	297,643	257,000	297,000	297,000
62010	Communications	858	1,155	1,155	1,155
62300	Contractual Services-Professional	782	0	0	0
62320	M & R Bldgs & Ground	322,950	498,755	449,365	449,365
	SUBTOTAL CONTRACTUAL	622,233	756,910	747,520	747,520
63001	Misc. Operating Expenses	17	0	0	0
63200	OP M&S Buildings & Grounds	25,249	55,970	35,970	35,970
63300	Fuel	0	0	8,565	8,565
	SUBTOTAL COMMODITIES	25,266	55,970	44,535	44,535
65010	Rental City Equipment	56,590	29,075	21,965	21,965
65100	Insurance Charges	60,235	52,480	52,480	52,480
65400	Indirect Costs	35,128	24,235	24,755	24,755
	SUBTOTAL FIXED CHARGES	151,953	105,790	99,200	99,200
	TOTAL	1,261,426	1,377,400	1,385,165	1,400,770
Class Code	AUTHORIZED PERSONNEL	ADOPTED FY 12-13		ADOPTED FY 13-14	
		Full Time	Part Time	Full Time	Part Time
4320	Parks Maintenance Supervisor	1.00		1.00	
4190	General Maintenance Leader	1.00		1.00	
0280	Assistant Park Landscape Planner	1.00		1.00	
9300	Park Maintenance Asst.		5.00		5.00
	TOTAL	3.00	5.00	3.00	5.00

SPECIAL REVENUE FUNDS

PARKS, RECREATION & COMMUNITY SERVICES		ACCOUNT UNIT			
Civic Center Capital Projects		07413260			
Account Code	LINE ITEM RESOURCES	ACTUAL FY 11-12	ADOPTED FY 12-13	ADOPTED FY 13-14	ADOPTED FY 14-15
66220	Improvements Other Than Building	39,592	68,450	40,000	0
	SUBTOTAL CAPITAL	39,592	68,450	40,000	0
	TOTAL	39,592	68,450	40,000	0
<u>New Projects for FY 2013-14</u>					
Feeding Area Improvements				40,000	
				<u>40,000</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			
Account Code	LINE ITEM RESOURCES	ACTUAL FY 11-12	ADOPTED FY 12-13	ADOPTED FY 13-14	ADOPTED FY 14-15
61000	Salaries & Wages-Regular	703,255	755,285	766,710	784,005
61040	Salaries & Wages-Overtime	12,744	0	0	0
61100	Retirement Plan	171,964	155,285	166,555	176,045
61120	Medicare Insurance	11,094	10,950	11,235	11,235
61130	Employees Insurance	102,568	131,300	129,380	131,380
61170	Retiree Health Insurance	4,705	5,660	6,050	6,050
61180	Compensation Insurance	63,293	61,935	63,530	63,530
	SUBTOTAL PERSONNEL	<u>1,069,623</u>	<u>1,120,415</u>	<u>1,143,460</u>	<u>1,172,245</u>
65400	Indirect Operating Expenses	48,115	55,815	55,815	55,815
	SUBTOTAL FIXED CHARGES	<u>48,115</u>	<u>55,815</u>	<u>55,815</u>	<u>55,815</u>
	TOTAL EXPENDITURES	<u><u>1,117,738</u></u>	<u><u>1,176,230</u></u>	<u><u>1,199,275</u></u>	<u><u>1,228,060</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 hurricanes, and wildfires nationally and within the State of California.

Note: Fire Services outsourced to Orange County Fire Authority effective 4/20/2012

SPECIAL REVENUE FUND

FIRE DEPARTMENT		ACCOUNTING UNIT			
Emergency Fund		12215330/12215331			
Account Code	LINE ITEM RESOURCES	ACTUAL FY 11-12	ADOPTED FY 12-13	ADOPTED FY 13-14	ADOPTED FY 14-15
REVENUES					
52000	Federal Grant-Direct	8,959	0	0	0
52001	Federal Grant-Indirect	0	0	0	0
52025	State Grant-Direct	81,854	0	0	0
58000	Earning on Investments	0	0	0	0
		<u>90,813</u>	<u>0</u>	<u>0</u>	<u>0</u>
EXPENDITURES					
61000	Salaries Regular	13,811	0	0	0
61040	Salaries Overtime	382,549	0	0	0
61100	Retirement-Employer Contrib	0	0	0	0
61120	Medicare Insurance	0	0	0	0
61180	Worker Compensation Insurance	0	0	0	0
	SUBTOTAL PERSONNEL	396,360	0	0	0
62300	Contract Services - Professional	52,275	0	0	0
	SUBTOTAL CONTRACTUAL	52,275	0	0	0
65400	Indirect Costs	0	0	0	0
	SUBTOTAL FIXED CHARGES	0	0	0	0
69135	Payment to Subagent	0	0	0	0
	SUBTOTAL MISCELLANEOUS	0	0	0	0
	TOTAL	<u>448,635</u>	<u>0</u>	<u>0</u>	<u>0</u>
<p>Note: Fire Services outsourced to Orange County Fire Authority effective 4/20/2012</p>					

SPECIAL REVENUE FUNDS

POLICE DEPARTMENT

PROGRAM

Homeland Security Grants

FUND 125

Statement of Purpose

To administer the Homeland Security Grants Program by providing logistics, project coordination, and financial oversight for the Anaheim/Santa Ana Urban Area.

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 multi-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 2012-2013

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 (OCIAAC) Activities, to include: Analyst Salaries and Terrorism Liaison Officer Training Program

FY10 Urban Areas Security Initiative (UASI) Grant Program

- * Funded Regional Homeland Security Training & Exercise Program
- * Funded ReadyOC Campaign

Action Plan for FY2013-2014

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 (OCIAAC) Activities, to include: Analyst Salaries and Terrorism Liaison Officer Training Program

**SPECIAL REVENUE FUNDS
DEPARTMENT RESOURCE SUMMARY**

POLICE DEPARTMENT		FUND		
Homeland Security Grants		125		
ACTIVITIES	ACTUAL FY 11-12	ADOPTED FY 12-13	ADOPTED FY 13-14	ADOPTED FY 14-15
REVENUES				
12514002 Federal Grants - Indirect	<u>10,373,913</u>	<u>10,735,240</u>	<u>8,908,806</u>	<u>0</u>
TOTAL REVENUES	<u><u>10,373,913</u></u>	<u><u>10,735,240</u></u>	<u><u>8,908,806</u></u>	<u><u>0</u></u>
EXPENDITURES				
12514487 CALEMA PSIC GRANT COSA	63,636	0	0	0
12514485 CALEMA PSIC GRANT SUBR	505,485	0	0	0
12514488 CALEMA IECGP GRANT	1,106,680	869,245	0	0
12514490 ANAHEIM 08UASI GRANT COSA	184	0	0	0
12514407 CALEMA UASI GRANT COSA	4,763,381	3,242,700	7,690,591	0
12514408 CALEMA UASI GRANT SUBR	2,841,037	4,178,440	0	0
12514491 ANAHEIM UASI GRANT COSA	<u>1,093,510</u>	<u>2,444,855</u>	<u>1,218,215</u>	<u>0</u>
TOTAL EXPENDITURES	<u><u>10,373,913</u></u>	<u><u>10,735,240</u></u>	<u><u>8,908,806</u></u>	<u><u>0</u></u>
OPERATING EXPENSE	ACTUAL FY 11-12	ADOPTED FY 12-13	ADOPTED FY 13-14	ADOPTED FY 14-15
61000 Personnel	1,217,316	2,246,760	1,357,280	0
62000 Contractual	3,452,898	3,409,440	2,398,810	0
63000 Commodities	1,199,320	900,600	372,200	0
66000 Capital	1,157,857	0	15,000	0
69000 Miscellaneous	<u>3,346,522</u>	<u>4,178,440</u>	<u>4,765,516</u>	<u>0</u>
TOTAL	<u><u>10,373,913</u></u>	<u><u>10,735,240</u></u>	<u><u>8,908,806</u></u>	<u><u>0</u></u>
Class	ADOPTED FY 12-13		ADOPTED FY 13-14	
Code	Full Time	Part Time	Full Time	Part Time
3350 Police Lieutenant	0.25		0.25	
3400 Police Sergeant	2.00		2.00	
3200 Police Officer	2.50		1.50	
2794 Dare Officer		1.00		0.00
9770 Administrative Aide		0.00		0.00
Cadet				<u>1.00</u>
TOTAL	<u><u>4.75</u></u>	<u><u>1.00</u></u>	<u><u>3.75</u></u>	<u><u>1.00</u></u>

SPECIAL REVENUE FUNDS

POLICE DEPARTMENT		ACCOUNTING UNIT			
PSIC - Public Safety Interoperable Communications Grant		12514487 & 12514485			
Account Code	LINE ITEM RESOURCES	ACTUAL FY 11-12	ADOPTED FY 12-13	ADOPTED FY 13-14	ADOPTED FY 14-15
61000	Salaries & Wages-Regular	24,953	0	0	0
61020	Salaries & Wages-Temporary	0	0	0	0
61040	Salaries & Wages-Overtime	0	0	0	0
61100	Retirement Plan	5,437	0	0	0
61120	Medicare Insurance	400	0	0	0
61130	Employees Insurance	3,055	0	0	0
61170	Retiree Health Insurance	0	0	0	0
61180	Compensation Insurance	1,730	0	0	0
	SUBTOTAL PERSONNEL	<u>35,575</u>	<u>0</u>	<u>0</u>	<u>0</u>
62120	Training & Transportation	0	0	0	0
62300	Contract Services - Professional	87	0	0	0
	SUBTOTAL CONTRACTUAL	<u>87</u>	<u>0</u>	<u>0</u>	<u>0</u>
63001	Operating Materials & Supplies	27,974	0	0	0
	SUBTOTAL COMMODITIES	<u>27,974</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>
69140	Payment to Districts	505,485	0	0	0
	SUBTOTAL MISCELLANEOUS	<u>505,485</u>	<u>0</u>	<u>0</u>	<u>0</u>
	TOTAL EXPENDITURES	<u><u>569,121</u></u>	<u><u>0</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			
Account Code	LINE ITEM RESOURCES	ACTUAL FY 11-12	ADOPTED FY 12-13	ADOPTED FY 13-14	ADOPTED FY 14-15
61000	Salaries & Wages-Regular	25,203	0	0	0
61040	Salaries & Wages-Overtime	262	0	0	0
61100	Retirement Plan	4,463	0	0	0
61120	Medicare Insurance	377	0	0	0
61130	Employees Insurance	2,472	0	0	0
61170	Retiree Health Insurance	367	0	0	0
61180	Compensation Insurance	1,100	0	0	0
	SUBTOTAL PERSONNEL	<u>34,244</u>	<u>0</u>	<u>0</u>	<u>0</u>
62120	Training & Transportation	3,216	0	0	0
62300	Contract Services - Professional	1,066,664	868,645	0	0
62302	Contract Services - Personnel	0	0	0	0
	SUBTOTAL CONTRACTUAL	<u>1,069,880</u>	<u>868,645</u>	<u>0</u>	<u>0</u>
63001	Operating Materials & Supplies	2,556	600	0	0
	SUBTOTAL COMMODITIES	<u>2,556</u>	<u>600</u>	<u>0</u>	<u>0</u>
	TOTAL EXPENDITURES	<u><u>1,106,680</u></u>	<u><u>869,245</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			
Account Code	LINE ITEM RESOURCES	ACTUAL FY 11-12	ADOPTED FY 12-13	ADOPTED FY 13-14	ADOPTED FY 14-15
61000	Salaries & Wages-Regular	0	0	0	0
61020	Salaries & Wages-Temporary	0	0	0	0
61040	Salaries & Wages-Overtime	0	0	0	0
61100	Retirement Plan	0	0	0	0
61110	Part-Time Retirement	0	0	0	0
61120	Medicare Insurance	0	0	0	0
61130	Employees Insurance	0	0	0	0
61170	Retiree Health Insurance	0	0	0	0
61180	Compensation Insurance	0	0	0	0
	SUBTOTAL PERSONNEL	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>
62010	Communications		0		
62120	Training & Transportation	0	0	0	0
62300	Other Contractual Services	184	0	0	0
	SUBTOTAL CONTRACTUAL	<u>184</u>	<u>0</u>	<u>0</u>	<u>0</u>
63000	Office Supplies	0	0	0	0
63001	Operating Materials & Supplies	0	0	0	0
	SUBTOTAL COMMODITIES	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>
66400	Machinery & Equipment	0	0	0	0
	SUBTOTAL CAPITAL	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>
	TOTAL EXPENDITURES	<u>184</u>	<u>0</u>	<u>0</u>	<u>0</u>

SPECIAL REVENUE FUNDS

POLICE DEPARTMENT		ACCOUNTING UNIT			
UASI - Urban Areas Security Initiative Grant 2009 & 2011		12514407 & 12514408			
Account Code	LINE ITEM RESOURCES	ACTUAL FY 11-12	ADOPTED FY 12-13	ADOPTED FY 13-14	ADOPTED FY 14-15
61000	Salaries & Wages-Regular	489,139	500,000	482,820	0
61020	Salaries & Wages-Temporary	6,444	7,000	8,000	0
61040	Salaries & Wages-Overtime	179,644	75,000	153,826	0
61100	Retirement Plan	110,643	120,000	90,640	0
61110	Part-Time Retirement	0	0	300	0
61120	Medicare Insurance	6,783	7,200	63,655	0
61130	Employees Insurance	58,069	60,000	71,295	0
61170	Retiree Health Insurance	4,460	4,500	3,655	0
61180	Compensation Insurance	38,383	37,000	37,629	0
	SUBTOTAL PERSONNEL	893,565	810,700	911,820	0
62010	Communications	1,822	30,000	5,000	0
62120	Training & Transportation	10,253	100,000	55,000	0
62300	Other Contractual Services	1,780,848	2,100,000	1,576,055	0
62600	Parking Validations	0	2,000	0	0
	SUBTOTAL CONTRACTUAL	1,792,923	2,232,000	1,636,055	0
63001	Operating Materials & Supplies	957,284	200,000	362,200	0
	SUBTOTAL COMMODITIES	957,284	200,000	362,200	0
66400	Machinery & Equipment	1,119,609	0	15,000	0
	SUBTOTAL CAPITAL	1,119,609	0	15,000	0
69140	Payments to Districts	2,841,037	4,178,440	4,765,516	0
	SUBTOTAL MISCELLANEOUS	2,841,037	4,178,440	4,765,516	0
	TOTAL EXPENDITURES	7,604,418	7,421,140	7,690,591	0
Class Code	AUTHORIZED PERSONNEL	ADOPTED FY 12-13		ADOPTED FY 13-14	
		Full Time	Part Time	Full Time	Part Time
3350	Police Lieutenant	0.00		0.25	
0151	Principal Management Analyst	0.00		0.00	
3400	Police Sergeant	0.00		2.00	
3200	Police Officer	0.00		1.50	
3080	Fire Captain	0.00		0.00	
1200	Management Analyst	0.00		0.00	
2794	Dare Officer		0.00		0.00
9770	Administrative Aide		0.00		0.00
	Cadet				1.00
	TOTAL	0.00	0.00	3.75	1.00

SPECIAL REVENUE FUNDS

POLICE DEPARTMENT		ACCOUNTING UNIT			
UASI - Urban Areas Security Initiative Grant 2010 & 2012		12514491			
Account Code	LINE ITEM RESOURCES	ACTUAL FY 11-12	ADOPTED FY 12-13	ADOPTED FY 13-14	ADOPTED FY 14-15
61000	Salaries & Wages-Regular	123,492	818,835	237,681	0
61020	Salaries & Wages-Temporary	0	0	2,680	0
61040	Salaries & Wages-Overtime	97,996	231,200	68,884	0
61100	Retirement Plan	15,847	203,865	60,440	0
61110	Part-Time Retirement	0	0	100	0
61120	Medicare Insurance	1,159	11,870	6,700	0
61130	Employees Insurance	9,305	101,130	42,295	0
61170	Retiree Health Insurance	684	7,030	3,655	0
61180	Compensation Insurance	5,449	62,130	23,025	0
	SUBTOTAL PERSONNEL	<u>253,932</u>	<u>1,436,060</u>	<u>445,460</u>	<u>0</u>
62010	Communications	13,031	2,500	0	0
62120	Training & Transportation	7,348	46,095	10,000	0
62300	Other Contractual Services	569,418	259,200	752,755	0
62600	Parking Validations	27	1,000	0	0
	SUBTOTAL CONTRACTUAL	<u>589,824</u>	<u>308,795</u>	<u>762,755</u>	<u>0</u>
63001	Operating Materials & Supplies	211,506	700,000	10,000	0
	SUBTOTAL COMMODITIES	<u>211,506</u>	<u>700,000</u>	<u>10,000</u>	<u>0</u>
66400	Machinery & Equipment	38,248	0	0	0
	SUBTOTAL CAPITAL	<u>38,248</u>	<u>0</u>	<u>0</u>	<u>0</u>
	TOTAL EXPENDITURES	<u><u>1,093,510</u></u>	<u><u>2,444,855</u></u>	<u><u>1,218,215</u></u>	<u><u>0</u></u>
Class Code	AUTHORIZED PERSONNEL	ADOPTED FY 12-13		ADOPTED FY 13-14	
		Full Time	Part Time	Full Time	Part Time
3350	Police Lieutenant	0.25		0.25	
3400	Police Sergeant	2.00		2.00	
3200	Police Officer	2.50		1.50	
2794	Dare Officer		1.00		0.00
	Cadet		0.00		1.00
	TOTAL	<u>4.75</u>	<u>1.00</u>	<u>3.75</u>	<u>1.00</u>

**SPECIAL REVENUE FUNDS
RESOURCE SUMMARY**

VARIOUS		ACCOUNTING UNIT			
Fire Emergency Grants		14615-VAR			
Account Code	LINE ITEM RESOURCES	ACTUAL FY 11-12	ADOPTED FY 12-13	ADOPTED FY 13-14	ADOPTED FY 14-15
REVENUES					
52000	Federal Grant-Direct	49,920	0	0	0
52001	Federal Grant-Indirect	43,794	0	0	0
		-----	-----	-----	-----
	TOTAL REVENUES	93,714	0	0	0
		=====	=====	=====	=====
EXPENDITURES					
14615355	OES Hazmat Emergency Prep (HMEP)	0	0	0	0
14615361	Assist Firefighters Grant (AFG) 2008	49,242	0	0	0
14615362	2008 EMPG Grant	(53)	0	0	0
14615363	2008-09 State 911 Grant	0	0	0	0
14615364	Metropolitan Medical Response Sys. Grant	316,681	0	0	0
14615365	Emergency Management Performance Grant	0	0	0	0
		-----	-----	-----	-----
	TOTAL EXPENDITURES	365,870	0	0	0
		=====	=====	=====	=====
Note: Fire Services outsourced to Orange County Fire Authority effective 4/20/2012					

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		ACCOUNTING UNIT			
OHS EMPG Grant (all years)		14615362			
Account Code	LINE ITEM RESOURCES	ACTUAL FY 11-12	APPROVED FY 12-13	ADOPTED FY 13-14	ADOPTED FY 14-15
61000	Salaries Regular	52	0	0	0
61100	Retirement-Employer Contrib	0	0	0	0
61130	Health Insurance	0	0	0	0
61170	Retiree Health Benefits	(111)			
61180	Worker Compensation Insurance	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>
	SUBTOTAL PERSONNEL	(59)	0	0	0
62300	Contract Svs-Professional	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>
	SUBTOTAL CONTRACTUAL	0	0	0	0
63001	Misc Office Expenses	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>
	SUBTOTAL COMMODITIES	0	0	0	0
65400	Indirect Costs	<u>6</u>	<u>0</u>	<u>0</u>	<u>0</u>
	SUBTOTAL FIXED CHARGES	6	0	0	0
	TOTAL	<u><u>(53)</u></u>	<u><u>0</u></u>	<u><u>0</u></u>	<u><u>0</u></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>					

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			
Account Code	LINE ITEM RESOURCES	ACTUAL FY 11-12	ADOPTED FY 12-13	ADOPTED FY 13-14	ADOPTED FY 14-15
61000	Salaries Regular	0	0	0	0
61020	Salaries Part time	24,833	0	0	0
61040	Salaries Overtime	(4,962)	0	0	0
61100	Retirement-Employer Contrib	0	0	0	0
61110	Part time Retirement	931	0	0	0
61120	Medicare Insurance	360	0	0	0
61130	Health Insurance	0	0	0	0
61170	Retiree Health Benefits	0	0	0	0
61180	Worker Compensation Insurance	119	0	0	0
	SUBTOTAL PERSONNEL	21,282	0	0	0
62120	Training, Transpo, Meeting	(3,014)	0	0	0
62300	Contract Svs-Professional	0	0	0	0
	SUBTOTAL CONTRACTUAL	(3,014)	0	0	0
63001	Misc Office Expenses	51,668	0	0	0
63100	Uniforms & Tools	0	0	0	0
	SUBTOTAL COMMODITIES	51,668	0	0	0
65400	Indirect Costs	603	0	0	0
	SUBTOTAL FIXED CHARGES	603	0	0	0
66400	Machinery & Equipment	246,141	0	0	0
66510	Computer Software	0	0	0	0
	SUBTOTAL CAPITAL	246,141	0	0	0
	TOTAL	316,681	0	0	0
<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>					

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			
Account Code	LINE ITEM RESOURCES	ACTUAL FY 11-12	ADOPTED FY 12-13	ADOPTED FY 13-14	ADOPTED FY 14-15
REVENUES					
52025	State Grant Direct	0	0	0	0
	TOTAL REVENUES	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>
EXPENDITURES					
62120	Training, Transportation, Meeting	0	0	0	0
62140	Membership, Subscription And Dues	39,466	43,544	43,544	0
62300	Contract Services-Professional	16,013	0	0	0
63001	Misc Office Expense	3	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	261,323	195,116	182,466	0
	TOTAL EXPENDITURES	<u>316,806</u>	<u>238,660</u>	<u>226,010</u>	<u>0</u>

SPECIAL REVENUE FUNDS

PARKS, RECREATION & COMMUNITY SERVICES		ACCOUNT UNIT 16913			
Recreation Grants		Activity Various			
Account Code	LINE ITEM RESOURCES	ACTUAL FY 11-12	ADOPTED FY 12-13	ADOPTED FY 13-14	ADOPTED FY 14-15
REVENUES					
50001	Prior Year Carry Forward - State HCF	0	0	0	0
52001	Federal Grant-Indirect	0	0	0	0
52025	State Grant-Direct	49,489	0	0	0
52040	OCTA Sr. Mobility	0	0	170,115	170,115
52040	OCTA-Transport Vietnam Sr	0	0	80,329	80,329
52040	Grant-Other	259,646	0	0	0
58000	Earnings on Investments	<u>(16)</u>	<u>0</u>	<u>0</u>	<u>0</u>
	TOTAL REVENUES	<u><u>309,118</u></u>	<u><u>0</u></u>	<u><u>250,444</u></u>	<u><u>250,444</u></u>
EXPENDITURES					
16913201	OCTA-VNCOG Sr. Mobility Program	71,848	0	80,329	80,329
16913202	OCTA Sr. Mobility Program	167,850	0	170,115	170,115
16913211	FACT Program FY 2010	(25)	0	0	0
16913262	Habitat Conservation Fund	55,662	0	0	0
16913263	California State Park Bond	<u>10,383</u>	<u>0</u>	<u>0</u>	<u>0</u>
	TOTAL EXPENDITURES	<u><u>305,718</u></u>	<u><u>0</u></u>	<u><u>250,444</u></u>	<u><u>250,444</u></u>
Class Code	AUTHORIZED PERSONNEL	ADOPTED FY 12-13		ADOPTED FY 13-14	
		Full Time	Part Time	Full Time	Part Time
	16913202 OCTA Senior Mobility		14.00		11.00
	TOTAL	<u><u>0.00</u></u>	<u><u>14.00</u></u>	<u><u>0.00</u></u>	<u><u>11.00</u></u>

SPECIAL REVENUE FUNDS

PARKS, RECREATION & COMMUNITY SERVICES	PROGRAM
OCTA-VNCOC Senior Mobility Program	16913201

Statement of Purpose
<p><i>To provide transportation to Vietnamese Community of Orange County (VNCOC) seniors to and from the VNCOC where they can engage in educational and health & wellness programs.</i></p>

Account Code	LINE ITEM RESOURCES	ACTUAL FY 11-12	ADOPTED FY 12-13	ADOPTED FY 13-14	ADOPTED FY 14-15
62300	Contract Services-Professional	71,848	0	80,329	80,329
		-----	-----	-----	-----
	SUBTOTAL CONTRACTUAL	71,848	0	80,329	80,329
	TOTAL	<u>71,848</u>	<u>0</u>	<u>80,329</u>	<u>80,329</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 11-12 and FY 12-13					
<ul style="list-style-type: none"> * Partnered with neighboring senior housing complexes to increase participation * Conducted successful promotional campaigns to increase ridership * Replaced existing vehicles with refurbished, lower mileage vehicles 					
Action Plan for FY 2013-14 and FY 2014-15					
<ul style="list-style-type: none"> * Partner with Bowers Museum to initiate new arts program for participants * Conduct quarterly mini excursions to local events and attractions * Explore options for purchasing fuel efficient vehicles 					
PERFORMANCE MEASURES		Actual	Actual	Estimated	Objective
		FY 11-12	FY 12-13	FY 13-14	FY 14-15
Service Level Number of clients served		38,000	38,000	39,000	39,000

SPECIAL REVENUE FUNDS

PARKS, RECREATION & COMMUNITY SERVICES		ACCOUNT UNIT			
OCTA Senior Mobility Program		16913202			
Account Code	LINE ITEM RESOURCES	ACTUAL FY 11-12	ADOPTED FY 12-13	ADOPTED FY 13-14	ADOPTED FY 14-15
61000	Salaries Regular	0	0	0	0
61020	Salaries Part-Time	133,648	0	135,455	135,455
61100	Retirement-Employer Contribution	2,692	0	0	0
61110	Part-Time Retirement	4,460	0	5,080	5,080
61120	Medicare Insurance	1,938	0	1,965	1,965
61180	Worker Compensation Insurance	3,956	0	4,010	4,010
	SUBTOTAL PERSONNEL	146,694	0	146,510	146,510
62300	Contract Services-Professional	9,923	0	11,500	11,500
	SUBTOTAL CONTRACTUAL	9,923	0	11,500	11,500
63001	Misc Office Expenses	623	0	620	620
63300	Fuel	0	0	875	875
	SUBTOTAL COMMODITIES	623	0	1,495	1,495
65010	Rental City Equipment	10,610	0	10,610	10,610
	SUBTOTAL FIXED CHARGES	10,610	0	10,610	10,610
	TOTAL	167,850	0	170,115	170,115
		=====	=====	=====	=====
Class Code	AUTHORIZED PERSONNEL	APPROVED FY 12-13		ADOPTED FY 13-14	
		Full Time	Part Time	Full Time	Part Time
8160	Program Coordinator		2.00		2.00
9400	Senior Program Leader		5.00		6.00
9360	Program Leader II		4.00		4.00
	TOTAL	0.00	11.00	0.00	12.00
		=====	=====	=====	=====



This Page Intentionally Left Blank

ENTERPRISE FUNDS SUMMARY

DEPARTMENT/ UNIT	Actual FY 11-12	Adopted FY 12-13	Adopted FY 13-14	Adopted FY 14-15	FY 12-13 Positions	FY 13-14 Positions	% of	<i>Increase (Decrease) Over Prior Year</i>	
							FY 13-14 Total	12-13 to 13-14 in \$	in %
REVENUES									
27 Parking Meter Fund	4,479,853	4,129,415	4,400,200	4,588,950			5.1%	270,785	6.6%
56 Sanitary Sewer Services	4,881,500	4,727,100	4,893,300	4,893,299			5.6%	166,200	3.5%
57 Federal Clean Water Protection	2,745,637	2,571,460	2,548,000	2,548,000			2.9%	(23,460)	-0.9%
60-66 Water Enterprise	49,453,847	48,388,930	49,682,190	49,682,190			57.0%	1,293,260	2.7%
67 The Depot	973,916	810,905	823,690	830,775			0.9%	12,785	1.6%
68 Sanitation Enterprise	7,978,203	7,991,000	7,930,000	7,930,000			9.1%	(61,000)	-0.8%
69 Refuse Collection Enterprise	16,548,642	16,874,535	16,821,570	16,910,000			19.3%	(52,965)	-0.3%
Revenue Grand Total	87,061,597	85,493,345	87,098,950	87,383,214			100.0%	1,605,605	1.9%
EXPENDITURES BY DEPARTMENT									
Public Works Agency									
<i>Sanitary Sewer Services</i>									
05617640 Sewer Services	4,767,743	8,478,075	8,203,470	8,274,015	14.70	14.70	8.4%	(274,605)	-3.2%
<i>Sub-Total</i>	4,767,743	8,478,075	8,203,470	8,274,015	14.70	14.70	8.4%	(274,605)	-3.2%
<i>Federal Clean Water Protection Enterprise</i>									
05717640 Federal Clean Water Protection	1,655,904	4,270,675	4,348,545	4,385,940	5.20	5.10	4.4%	77,870	1.8%
<i>Sub-Total</i>	1,655,904	4,270,675	4,348,545	4,385,940	5.20	5.10	4.4%	77,870	1.8%
<i>Water Enterprise</i>									
06017020 Water Revenue Bond - Debt Service	1,519,470	1,518,430	1,509,495	1,508,030	0.00	0.00	1.5%	(8,935)	-0.6%
06017020 Utility Loan Repayment	202,870	202,870	202,870	202,870	0.00	0.00	0.2%	0	0.0%
06017640 Water Production & Supply	23,666,110	24,197,420	24,224,605	24,432,930	8.00	10.00	24.7%	27,185	0.1%
06017641 Water Systems Maintenance	3,753,295	3,543,195	4,277,450	4,314,240	13.00	13.00	4.4%	734,255	20.7%
06017642 Water - Miscellaneous Expenses	12,691,150	11,120,150	9,720,150	8,603,745	0.00	0.00	9.9%	(1,400,000)	-12.6%
06417644 Water Quality & Measurement	2,386,460	2,394,825	3,138,350	3,165,355	8.30	8.30	3.2%	743,525	31.0%
06017645 Water Administration & Engineering	3,868,930	3,430,785	3,277,680	3,305,865	5.00	6.50	3.3%	(153,105)	-4.5%
06617647 Water Capital Construction	1,175,180	2,963,775	4,439,110	5,349,155	0.00	0.00	4.5%	1,475,335	49.8%
<i>Sub-Total</i>	49,263,465	49,371,450	50,789,710	50,882,190	34.30	37.80	51.7%	1,418,260	2.9%
<i>The Depot</i>									
06717650 The Depot	928,102	1,052,905	988,915	997,420	0.00	0.00	1.0%	(63,990)	-6.1%
<i>Sub-Total</i>	928,102	1,052,905	988,915	997,420	0.00	0.00	1.0%	(63,990)	-6.1%
<i>Sanitation Enterprise</i>									
06817640 Environmental Sanitation	1,095,568	1,504,565	2,422,285	2,443,115	10.50	15.00	2.5%	917,720	61.0%
06817641 Roadway Cleaning	3,489,989	2,837,170	1,680,815	1,695,270	7.00	2.00	1.7%	(1,156,355)	-40.8%
06817642 Graffiti Abatement	1,454,622	1,711,455	1,488,060	1,268,875	1.50	1.50	1.5%	(223,395)	-13.1%
06817643 Street Trees	2,211,778	3,013,295	2,831,890	2,856,245	14.00	11.00	2.9%	(181,405)	-6.0%
<i>Sub-Total</i>	8,251,957	9,066,485	8,423,050	8,263,505	33.00	29.50	8.6%	(643,435)	-7.1%
<i>Refuse Collection Enterprise</i>									
06917640 Refuse Collection	16,013,983	18,724,535	16,821,570	16,910,000	3.00	3.00	17.1%	(1,902,965)	-10.2%
<i>Sub-Total</i>	16,013,983	18,724,535	16,821,570	16,910,000	3.00	3.00	17.1%	(1,902,965)	-10.2%
Public Works Total	80,881,154	90,964,125	89,575,260	89,713,070	90.20	90.10	91.3%	(1,388,865)	-1.5%
Community Development Agency									
02718860 Parking Meter Fund	912,807	1,402,000	1,727,000	1,377,000	7.55	7.62	1.8%	325,000	23.2%
02718861 Downtown Parking Facilities	1,341,415	1,062,000	5,022,500	1,197,500	0.35	0.40	5.1%	3,960,500	372.9%
02718020 Debt Service	1,509,513	1,665,415	1,825,700	2,014,450	0.00	0.00	1.9%	160,285	9.6%
Community Dev. Agency Total	3,763,735	4,129,415	8,575,200	4,588,950	7.90	8.02	8.7%	4,445,785	107.7%
Expenditure Grand Total	84,644,889	95,093,540	98,150,460	94,302,020	98.10	98.12	100.0%	3,056,920	3.2%

Note: Includes Interfund Transfers

ENTERPRISE FUNDS PERSONNEL

Number of Positions	106.05	98.10	98.12	98.10				(0.02)	0.0%
as % of Total City Workforce	7.0%	8.2%	9.3%	9.3%					

**ENTERPRISE FUNDS
RESOURCE SUMMARY**

PARKING ENTERPRISES - CDA

ACTIVITIES	ACTUAL FY 11-12	ADOPTED FY 12-13	ADOPTED FY 13-14	ADOPTED FY 14-15
REVENUES				
53800 Parking Fees-Garages/Surface Lots	1,467,249	1,062,000	1,200,000	1,200,000
53804 Parking Meter Revenue	995,106	980,000	1,000,000	1,000,000
55000 Parking Violation Revenue	375,184	400,000	350,000	350,000
SUBTOTAL CHARGES FOR SERVICES	2,837,539	2,442,000	2,550,000	2,550,000
57990 Miscellaneous Income	7,811	2,000	2,000	2,000
58000 Earning on Investments	34,503	20,000	25,000	25,000
59000-11 Transfer from Fund 011	1,600,000	0	0	0
59000-671 Transfer from Fund 671	0	1,665,415	1,823,200	2,011,950
SUBTOTAL MISCELLANEOUS	1,642,314	1,687,415	1,850,200	2,038,950
TOTAL	4,479,853	4,129,415	4,400,200	4,588,950
EXPENDITURES				
02718860 Parking Meter Fund	912,807	1,402,000	1,727,000	1,377,000
02718861 Downtown Parking Facilities	1,341,415	1,062,000	5,022,500	1,197,500
02718020 Debt Service	1,509,513	1,665,415	1,825,700	2,014,450
TOTAL	3,763,735	4,129,415	8,575,200	4,588,950
OPERATING EXPENSE	ACTUAL FY 11-12	ADOPTED FY 12-13	ADOPTED FY 13-14	ADOPTED FY 14-15
61000 Personnel	639,839	761,775	853,510	875,345
62000 Contractual	1,360,127	1,232,810	1,350,155	1,350,155
63000 Commodities	13,578	32,030	70,825	69,385
65000 Fixed Charges	162,054	131,745	152,510	152,550
66000 Capital	81,030	308,140	4,325,000	129,565
67000 Debt Service	1,507,107	1,662,915	1,823,200	2,011,950
TOTAL	3,763,735	4,129,415	8,575,200	4,588,950
Class	ADOPTED FY 12-13		ADOPTED FY 13-14	
Code	Full Time	Part Time	Full Time	Part Time
2870 Executive Director of Community Development	0.00		0.10	
2865 Asst. Director of Community Development	0.35		0.00	
0150 Senior Management Analyst	0.05		0.15	
0580 Redevelopment Project Manager I	0.25		0.40	
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	0.05		0.17	
7321 Community Dev. Commission Secretary	0.00		0.15	
7330 Senior Office Assistant	0.20		0.05	
TOTAL	7.90	0.00	8.02	0.00
<i>* These positions are part of the Police Dept.</i>				

ENTERPRISE FUNDS

PARKING ENTERPRISE - CDA		PROGRAM		
Parking Meter & Facilities		02718860		
Statement of Purpose				
<p><i>To effectively control the availability, rates, and duration of use of public on-street parking in the Downtown area and in the Willard Street neighborhood.</i></p> <p>The City of Santa Ana has four parking garages operating in the Downtown area. In order to properly control the inventory and rates for available downtown parking, the Parking Meter Program operates and manages approximately 1,332 metered spaces throughout the area. The cost of the program is funded from meter revenues, parking fees, and parking fines.</p>				
Accomplishments in FY 2011-12 & FY 2012-13				
<ul style="list-style-type: none"> * 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. * Provided support to downtown events. * Responded to downtown incidents regarding maintenance and public safety, as needed. * Implemented a trial program for new IPS Smart Meters to allow for the utilization of credit cards. * Initiated a special audit of 4th Street meters. * Initiated a separate audit of 50 meters as part of the IPS smart parking meter trial program. * Participated in the selection of new electric powered utility vehicles for use in collection and maintenance activity. * Assisted in the installation and attended training on trial smart parking meters. 				
Action Plan for FY 2013-14 & FY 2014-15				
<ul style="list-style-type: none"> * Assist in the evaluation and analysis of the smart parking meters trial program. * Assist in the Request For Proposal process if decision is made to purchase smart meters. * Attend training and become familiar with smart meter technology, if necessary. * Maintain parking meters and collect revenue five days a week. * Provide support to downtown events. * Respond to downtown incidents regarding maintenance and public safety, as needed. 				
PERFORMANCE MEASURES	Actual	Estimated	Objective	Objective
	FY 11-12	FY 12-13	FY 13-14	FY 14-15
Service Level				
# of parking meters maintained	1,332	1,332	1,332	1,332
# of meters maintained per technician	444	444	444	444
Efficiency				
Annual revenue collected per meter	\$747	\$736	\$750.75	\$750.75
Meter revenue collected per technician	\$331,702	\$326,667	\$333,333	\$333,333
Effectiveness				
Annual meter revenue collection	\$995,106	\$980,000	\$1,000,000	\$1,000,000
Annual violation revenue generated	\$375,184	\$400,000	\$350,000	\$350,000

ENTERPRISE FUNDS

PARKING ENTERPRISE - CDA		ACCOUNTING UNIT			
Parking Meter		02718860			
Account Code	LINE ITEM RESOURCES	ACTUAL FY 11-12	ADOPTED FY 12-13	ADOPTED FY 13-14	ADOPTED FY 14-15
61000	Salaries Regular	436,409	505,315	524,345	524,795
61020	Salaries Part-Time	4,990	0	0	0
61040	Salaries Overtime	1,765	10,000	15,000	15,000
61100	Retirement-Employer Contribution	46,478	44,490	77,680	97,610
61110	Part-Time Retirement	1	0	0	0
61120	Medicare Insurance	6,289	7,325	7,605	7,610
61130	Health Insurance	118,428	141,665	154,830	154,830
61170	Retiree Health Benefits	3,873	4,040	7,330	7,340
61180	Worker Compensation Insurance	13,043	14,630	14,765	14,765
	SUBTOTAL PERSONNEL	631,276	727,465	801,555	821,950
62000	Utilities	1,675	1,700	2,500	2,500
62010	Communications	2,588	3,000	3,000	3,000
62011	Telephone Moves / Changes	381	1,000	0	0
62012	Cellular Phone Charges	2,018	2,460	4,000	4,000
62120	Training, Transportation, Meeting	1,000	1,000	1,000	1,000
62140	Membership, Subscription and Dues	0	1,000	1,000	1,000
62200	Advertising	0	1,000	1,000	1,000
62251	Other Agency Services	0	5,500	5,000	5,000
62300	Contract Services-Professional	85,950	188,930	188,930	188,930
62322	M & R Machinery & Equipment	3,885	5,600	6,300	6,300
62500	Rent Payments	21,222	0	0	0
	SUBTOTAL CONTRACTUAL	118,719	211,190	212,730	212,730
63001	Miscellaneous Operating Expenses	13,578	27,000	62,930	62,930
63300	Gas & Diesel	0	0	2,850	2,850
	SUBTOTAL COMMODITIES	13,578	27,000	65,780	65,780
65010	Rental City Equipment	25,560	16,800	27,115	27,115
65020	City Yard Rental	4,599	11,040	11,040	11,040
65040	Computer Services	0	230	250	250
65050	IS Strategic Plan	35,615	8,740	9,475	9,475
65100	Insurance	0	14,455	15,670	15,670
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	50,885	44,365	50,810	50,850
	SUBTOTAL FIXED CHARGES	149,234	128,205	146,935	146,975
66400	Machinery & Equipment	0	308,140	500,000	129,565
	SUBTOTAL CAPITAL	0	308,140	500,000	129,565
	TOTAL EXPENDITURES	912,807	1,402,000	1,727,000	1,377,000
Class Code	AUTHORIZED PERSONNEL	ADOPTED FY 12-13		ADOPTED FY 13-14	
		Full Time	Part Time	Full Time	Part Time
2870	Exec. Director of Community Development	0.00		0.10	
2865	Asst. Director of Community Development	0.35		0.00	
0150	Senior Management Analyst	0.05		0.15	
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	0.05		0.17	
7321	Comm. Dev. Commission Secretary	0.00		0.15	
7330	Senior Office Assistant	0.10		0.05	
	TOTAL	7.55	0.00	7.62	0.00
	<i>* These positions are part of the Police Dept.</i>				

ENTERPRISE FUNDS

PARKING ENTERPRISE - CDA		ACCOUNTING UNIT			
Parking Facilities		02718861			
Account Code	LINE ITEM RESOURCES	ACTUAL FY 11-12	ADOPTED FY 12-13	ADOPTED FY 13-14	ADOPTED FY 14-15
61000	Salaries Regular	6,797	25,635	38,115	38,115
61100	Retirement-Employer Contribution	732	2,140	5,650	7,090
61120	Medicare Insurance	102	370	555	555
61130	Health Insurance	859	5,645	6,575	6,575
61170	Retiree Health Benefits	0	255	665	665
61180	Worker Compensation Insurance	73	265	395	395
	SUBTOTAL PERSONNEL	8,563	34,310	51,955	53,395
62251	Other Agency Services	0	4,700	3,000	3,000
62300	Contract Services - Professional	1,239,002	1,014,420	1,131,925	1,131,925
	SUBTOTAL CONTRACTUAL	1,239,002	1,019,120	1,134,925	1,134,925
63001	Miscellaneous Operating Expenses	0	5,030	5,045	3,605
	SUBTOTAL COMMODITIES	0	5,030	5,045	3,605
65040	Computer Services	0	15	20	20
65050	IS Strategic Plan	0	480	700	700
65100	Insurance	12,820	795	1,160	1,160
65400	Indirect Costs	0	2,250	3,695	3,695
	SUBTOTAL FIXED CHARGES	12,820	3,540	5,575	5,575
66200	Building Improvement	75,606	0	3,825,000	0
66220	Improvements Other Than Building	5,424	0	0	0
	SUBTOTAL CAPITAL	81,030	0	3,825,000	0
	TOTAL EXPENDITURES	1,341,415	1,062,000	5,022,500	1,197,500
Class Code	AUTHORIZED PERSONNEL	ADOPTED FY 12-13		ADOPTED FY 13-14	
		Full Time	Part Time	Full Time	Part Time
0580	Redevelopment Project Manager I	0.25		0.40	
7330	Senior Office Assistant	0.10		0.00	
	TOTAL	0.35	0.00	0.40	0.00

ENTERPRISE FUNDS

PARKING ENTERPRISE - CDA		ACCOUNTING UNIT			
Parking Facilities (Debt Service)		02718020			
Account Code	LINE ITEM RESOURCES	ACTUAL FY 11-12	ADOPTED FY 12-13	ADOPTED FY 13-14	ADOPTED FY 14-15
62401	Trustee Fees	2,406	2,500	2,500	2,500
	SUBTOTAL CONTRACTUAL	<u>2,406</u>	<u>2,500</u>	<u>2,500</u>	<u>2,500</u>
67300	Bond Principal	1,215,000	1,405,000	1,625,000	1,895,000
67310	Bond Interest	292,107	257,915	198,200	116,950
	SUBTOTAL DEBT SERVICE	<u>1,507,107</u>	<u>1,662,915</u>	<u>1,823,200</u>	<u>2,011,950</u>
	TOTAL EXPENDITURES	<u><u>1,509,513</u></u>	<u><u>1,665,415</u></u>	<u><u>1,825,700</u></u>	<u><u>2,014,450</u></u>

**ENTERPRISE FUND
RESOURCE SUMMARY**

SANITARY SEWER SERVICES

ACTIVITIES	ACTUAL FY 11-12	ADOPTED FY 12-13	ADOPTED FY 13-14	ADOPTED FY 14-15	
REVENUES					
53902 Sanitary Sewer Service Charge	4,864,900	4,710,500	4,875,300	4,875,299	
57010 Miscellaneous Recoveries	0	0	500	500	
57993 Write Off Collections	0	0	0	0	
58000 Earning on Investment	16,600	16,600	17,500	17,500	
TOTAL REVENUES	<u>4,881,500</u>	<u>4,727,100</u>	<u>4,893,300</u>	<u>4,893,299</u>	
EXPENDITURES					
05617640 Sewer Services	4,767,743	8,478,075	8,203,470	8,274,015	
TOTAL EXPENDITURES	<u>4,767,743</u>	<u>8,478,075</u>	<u>8,203,470</u>	<u>8,274,015</u>	
OPERATING EXPENSE	ACTUAL FY 11-12	ADOPTED FY 12-13	ADOPTED FY 13-14	ADOPTED FY 14-15	
61000 Personnel	1,445,500	1,538,735	1,884,800	1,901,005	
62000 Contractual	966,407	993,500	1,528,500	1,541,645	
63000 Commodities	220,097	237,500	281,300	283,720	
65000 Cross Charges	536,417	571,515	512,590	517,000	
66000 Capital	1,599,322	5,136,825	3,996,280	4,030,645	
TOTAL	<u>4,767,743</u>	<u>8,478,075</u>	<u>8,203,470</u>	<u>8,274,015</u>	
Class Code	AUTHORIZED PERSONNEL	ADOPTED FY 12-13		ADOPTED FY 13-14	
		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		<u>14.70</u>	<u>3.25</u>	<u>14.70</u>	<u>3.25</u>

ENTERPRISE FUND

SANITARY SEWER SERVICE ENTERPRISE - PWA		ACCOUNTING UNIT		
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 2012-2013				
<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 22 occurrences. * Constructed or rehabilitated 20,825 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 (FOG) Control Program data acquisition on infraMAP platform. * Continued management of the FOG Control Program. * Met State Water Quality Control Board requirements for a sewer system management plan. * Continued to perform preventative maintenance on sewer system. * Continued to respond to all sewer blockages and take corrective measures. 				
Action Plan for FY 2013-2014 & FY 2014-2015				
<ul style="list-style-type: none"> * Continue management of the FOG program per State Water Quality Control Board requirements. * Establish FOG Outreach Program. * Continue management of the preventive maintenance program on the City's sewer collection system * Continue sewer lateral repair program. * Review and update City's Sewer System Management Plan per State Water Quality Control Board requirements. * Update City's Sewer Master Plan and Sewer Model. 				
PERFORMANCE MEASURES	Actual	Adopted	Adopted	Adopted
	FY 11-12	FY 12-13	FY 13-14	FY 14-15
Service Level				
# of miles of sewer mains cleaned	231	300	275	275
# of sewer mains TV-inspected (in linear feet)	375,000	375,000	375,000	375,000
# of sewer main blockages cleared	20	22	20	20
# of sewer main laterals repaired/replaced	148	200	170	170
# of sewer main trouble spots cleaned	1,140	1,200	1,200	1,200
Linear feet of sewer main projects designed by City staff	1,280	720	5,405	5,405
Linear feet of sewer mains replaced/rehabilitated	19,880	21,220	20,825	20,825
% 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 11-12	ADOPTED FY 12-13	ADOPTED FY 13-14	ADOPTED FY 14-15
61000	Salaries Regular	932,218	1,004,780	1,199,310	1,209,625
61020	Salaries Part-Time	25,097	53,025	55,295	55,770
61040	Salaries Overtime	104,180	85,000	95,000	95,815
61100	Retirement-Employer Contribution	93,541	88,990	179,860	181,405
61110	Part-Time Retirement	774	0	0	0
61120	Medicare Insurance	14,895	15,340	18,190	18,345
61130	Health Insurance	153,435	182,700	205,520	207,285
61170	Retiree Health Benefits	10,068	9,220	14,290	14,415
61180	Workers Compensation Insurance	111,293	99,680	117,335	118,345
	SUBTOTAL PERSONNEL	1,445,500	1,538,735	1,884,800	1,901,005
62010	Communications	1,302	2,500	2,500	2,520
62120	Training, Transportation, Meetings	2,528	2,000	6,000	6,050
62140	Membership, Subscription, Dues	10,937	35,500	36,500	36,815
62300	Contract Services-Professional	838,974	953,500	1,483,500	1,496,260
62302	Contracted Vendor Personnel Services	0	0	0	0
62322	M & R Machinery & Equipment	112,666	0	0	0
	SUBTOTAL CONTRACTUAL	966,407	993,500	1,528,500	1,541,645
63001	Miscellaneous Operating Expenses	220,097	237,500	237,500	239,545
63300	Gas & Diesel	0	0	43,800	44,175
	SUBTOTAL COMMODITIES	220,097	237,500	281,300	283,720
65010	Rental City Equipment	245,075	203,900	150,315	151,610
65205	Internal Departments Personnel Charges	7,546	0	0	0
65240	Public Works Administrative Charges	238,085	264,765	300,600	303,185
65400	Indirect Costs	45,710	102,850	61,675	62,205
	SUBTOTAL CROSS CHARGES	536,417	571,515	512,590	517,000
66220	Improvements Other Than Buildings	1,536,857	5,056,825	3,958,280	3,992,320
66400	Machinery & Equipment	62,465	80,000	38,000	38,325
	SUBTOTAL CAPITAL	1,599,322	5,136,825	3,996,280	4,030,645
	TOTAL	4,767,743	8,478,075	8,203,470	8,274,015

Class Code	AUTHORIZED PERSONNEL	ADOPTED FY 12-13		ADOPTED FY 13-14	
		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 - PWA

ACTIVITIES		ACTUAL FY 11-12	ADOPTED FY 12-13	ADOPTED FY 13-14	ADOPTED FY 14-15
REVENUES					
53604	NPDES - Plan Check	47,889	30,000	40,000	40,000
53617	NPDES - Site Plan Review	1,785	1,000	0	0
53621	NPDES - Building Permit	24,101	25,000	8,000	8,000
53622	NPDES - Plumbing Permit	16,203	15,000	9,000	9,000
53623	NPDES - Grading Permit	8,370	4,800	7,000	7,000
53708	NPDES - Sewer Lateral	2,426	1,250	4,000	4,000
53711	NPDES - Street Work Permit	72,443	54,000	75,000	75,000
53721	NPDES - Sewer	254,417	235,525	235,000	235,000
53722	NPDES - Water	1,356,892	1,287,885	1,290,000	1,290,000
53723	NPDES - Refuse Residential	152,787	156,000	145,000	145,000
53724	NPDES - Refuse Non-Residential	729,346	751,000	725,000	725,000
53727	NPDES - Surcharge	0	0	0	0
57000	Expense Reimbursement	66,086	0	0	0
57010	Miscellaneous Recoveries	34	0	0	0
58000	Earnings on Investments	12,858	10,000	10,000	10,000
TOTAL REVENUES		2,745,637	2,571,460	2,548,000	2,548,000
EXPENDITURES					
05717640	Fed Clean Water Protection Enterprise	1,655,904	4,270,675	4,348,545	4,385,940
TOTAL EXPENDITURES		1,655,904	4,270,675	4,348,545	4,385,940
OPERATING EXPENSE		ACTUAL FY 11-12	ADOPTED FY 12-13	ADOPTED FY 13-14	ADOPTED FY 14-15
61000	Personnel	593,774	711,845	777,855	784,545
62000	Contractual	828,341	2,146,250	2,139,000	2,157,395
63000	Commodities	1,537	12,200	31,520	31,790
65000	Cross Charges	232,252	214,655	214,445	216,290
66000	Capital	0	1,185,725	1,185,725	1,195,920
TOTAL		1,655,904	4,270,675	4,348,545	4,385,940
Class Code	AUTHORIZED PERSONNEL	ADOPTED FY 12-13		ADOPTED FY 13-14	
		Full Time	Part Time	Full Time	Part Time
2100	Assistant Engineer II	0.75		0.75	
0320	City Engineer	0.20		0.20	
2240	Construction Inspector I	0.60		0.60	
0300	Construction Inspector II	0.60		0.60	
0110	Environmental Coordinator	1.00		0.00	
2129	Principal Civil Engineer	0.75		0.75	
6140	Projects Manager	0.30		0.45	
2131	Senior Civil Engineer	1.00		0.50	
7330	Senior Office Assistant	0.00		0.25	
0115	Stormwater Coordinator	0.00		1.00	
9130	Engineering Intern, P/T		1.00		1.00
Total		5.20	1.00	5.10	1.00

ENTERPRISE FUND

FEDERAL CLEAN WATER PROTECTION ENTERPRISE - PWA
Federal Clean Water Protection

PROGRAM
05717640

Statement of Purpose

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

Accomplishments in FY 2012-2013

- * Continued training City staff and contracted field operations to ensure compliance with the NPDES permit.
- * Continued preparing a project list for potential Tier Two Measure M2 (M2) funding.
- * 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.
- * Constructed Tier One M2 funding grant project applied for in FY 12/13.
- * Continued researching alternative compliance Best Management Practices (BMP) solutions to Newport Watershed Total Maximum Daily Load (TMDL) and the funding strategies.
- * Continued partnering with Costa Mesa and Newport Beach in finding solutions for Santa Ana Delhi Channel SE TMDL.

Action Plan for FY 2013-2014 & FY 2014-2015

- * Submit catch basin projects for Tier Two M2 funding.
- * Continue City staff and contract staff training to ensure NPDES permit compliance.
- * Submit catch basin projects for Tier Two M2 funding.
- * Inspect all public and private construction projects during the wet season.
- * Inspect all commercial and industrial sites for NPDES permit compliance.
- * Continue researching alternative BMP compliance solutions and funding strategies for Newport Watershed TMDL.
- * Design Santa Ana Delhi channel diversion project with Costa Mesa and Newport Beach.
- * Continue NPDES permit public outreach and education.
- * Continue inspection and maintenance of all storm drain facilities.

PERFORMANCE MEASURES	Actual	Actual	Estimated	Objective
	FY 10-11	FY 11-12	FY 12-13	FY 13-14
Service Level				
Miles of channels cleaned	5	5	5	5
# of catch basins cleaned	1,508	15	1,508	1,575
# of development sites inspected	15	5	25	160
# of industrial sites inspected	566	381	480	400
# of commercial sites inspected	651	483	479	800
# of meetings attended as co-permittee	25	15	25	52
# of capital improvement projects inspected	13	40	10	60

ENTERPRISE FUND

FEDERAL CLEAN WATER PROTECTION ENTERPRISE
Federal Clean Water Protection

ACCOUNTING UNIT
05717640

Account Code	LINE ITEM RESOURCES	ACTUAL FY 11-12	ADOPTED FY 12-13	ADOPTED FY 13-14	ADOPTED FY 14-15
61000	Salaries Regular	454,981	541,860	600,425	605,590
61020	Salaries Part-Time	2,976	16,165	16,165	16,305
61040	Salaries Overtime	551	0	0	0
61100	Retirement-Employer Contribution	46,144	51,840	89,615	90,385
61110	Part-Time Retirement	112	0	0	0
61120	Medicare Insurance	4,878	7,695	8,210	8,280
61130	Health Insurance	62,658	79,910	41,070	41,425
61170	Retiree Health Benefits	4,414	3,820	10,670	10,760
61180	Workers Compensation Insurance	17,061	10,555	11,700	11,800
	SUBTOTAL PERSONNEL	593,774	711,845	777,855	784,545
62010	Communications	1,281	1,250	4,000	4,035
62120	Training, Transportation, Meetings	32	10,000	10,000	10,085
62300	Contract Services-Professional	827,028	2,135,000	2,125,000	2,143,275
62302	Contracted Vendor Personnel Services	0	0	0	0
	SUBTOTAL CONTRACTUAL	828,341	2,146,250	2,139,000	2,157,395
63001	Miscellaneous Operating Expenses	1,537	12,200	24,000	24,205
63300	Gas & Diesel	0	0	7,520	7,585
	SUBTOTAL COMMODITIES	1,537	12,200	31,520	31,790
65010	Rental City Equipment	20,375	15,300	29,440	29,695
65100	Insurance Charges	51,935	27,940	27,940	28,180
65205	Internal Department Personnel Charges	0	0	0	0
65240	Public Works Administrative Charges	140,380	121,195	128,885	129,995
65400	Indirect Costs	19,562	50,220	28,180	28,420
	SUBTOTAL CROSS CHARGES	232,252	214,655	214,445	216,290
66220	Improvements Other Than Buildings	0	1,185,725	1,185,725	1,195,920
66600	Books Records Video	0	0	0	0
	SUBTOTAL CAPITAL	0	1,185,725	1,185,725	1,195,920
	TOTAL	1,655,904	4,270,675	4,348,545	4,385,940

Class Code	AUTHORIZED PERSONNEL	ADOPTED FY 12-13		ADOPTED FY 13-14	
		Full Time	Part Time	Full Time	Part Time
2100	Assistant Engineer II	0.75		0.75	
0320	City Engineer	0.20		0.20	
2240	Construction Inspector I	0.60		0.60	
0300	Construction Inspector II	0.60		0.60	
0110	Environmental Coordinator	1.00		0.00	
2129	Principal Civil Engineer	0.75		0.75	
6140	Projects Manager	0.30		0.45	
2131	Senior Civil Engineer	1.00		0.50	
7330	Senior Office Assistant	0.00		0.25	
0115	Stormwater Coordinator	0.00		1.00	
9130	Engineering Intern, P/T		1.00		1.00
	Total	5.20	1.00	5.10	1.00

**ENTERPRISE FUND
RESOURCE SUMMARY**

WATER ENTERPRISE - PWA

ACTIVITIES	ACTUAL FY 11-12	ADOPTED FY 12-13	ADOPTED FY 13-14	ADOPTED FY 14-15
REVENUES				
53712 Water Sales - Regular	43,502,060	42,929,510	44,285,770	44,285,770
53713 Fireline Service Charge	243,385	230,000	240,000	240,000
53714 Basic Service Charge	3,656,920	3,650,000	3,700,000	3,700,000
53715 Reconnection Charge	89,464	95,000	75,000	75,000
53716 After Hours Service Charges	2,683	0	0	0
53717 Tag Fee	154,907	180,000	180,000	180,000
53720 Penalties & Service Charges	1,215,746	1,000,000	1,000,000	1,000,000
53725 Water Sales - Miscellaneous	271,501	55,000	50,000	50,000
57006 Expense Reimbursement	6,435	0	0	0
57011 Misc. Refunds/Recoveries	105,260	0	0	0
57960 Rental of Property	259,208	219,420	219,420	219,420
57993 Write Off Collections	(109,134)	0	(100,000)	(100,000)
58000 Earning on Investments	49,499	30,000	32,000	32,000
58001 Stale Dated Checks	4,582	0	0	0
58002 Loss (Gain) Market Value on Investments	1,331	0	0	0
TOTAL WATER FUND REVENUES	49,453,847	48,388,930	49,682,190	49,682,190
EXPENDITURES				
06017020 Water Utility Loan Repayment	202,870	202,870	202,870	202,870
06017020 Water Revenue Bond Debt Service	1,519,470	1,518,430	1,509,495	1,508,030
06017640 Water Production & Supply	23,666,110	24,197,420	24,224,605	24,432,930
06017641 Water Systems Maintenance	3,753,295	3,543,195	4,277,450	4,314,240
06017642 Miscellaneous Operating Expenses	12,691,150	11,120,150	9,720,150	8,603,745
06417644 Water Quality & Measurement	2,386,460	2,394,825	3,138,350	3,165,355
06017645 Water Administration & Engineering	3,868,930	3,430,785	3,277,680	3,305,865
06617647 Water Capital Construction	1,175,180	2,963,775	4,439,110	5,349,155
TOTAL	49,263,465	49,371,450	50,789,710	50,882,190
OPERATING EXPENSE				
61000 Personnel	4,494,005	4,113,505	5,162,265	5,206,665
62000 Contractual	11,845,780	11,988,140	13,430,000	13,545,505
63000 Commodities	12,999,955	12,796,260	11,922,350	12,024,885
65000 Cross Charges	16,740,205	15,408,470	12,976,620	11,888,215
66000 Capital	1,464,180	3,343,775	5,586,110	6,506,020
67000 Debt Service	1,719,340	1,721,300	1,712,365	1,710,900
68000 Transfers Out	0	0	0	0
TOTAL	49,263,465	49,371,450	50,789,710	50,882,190

**ENTERPRISE FUND
RESOURCE SUMMARY**

WATER ENTERPRISE - PWA

Class Code	AUTHORIZED PERSONNEL	ADOPTED FY 12-13		ADOPTED FY 13-14	
		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	0.00		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	
4519	Public Works Dispatcher	0.00		0.50	
2131	Senior Civil Engineer	1.50		1.50	
7330	Senior Office Assistant	0.00		1.00	
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		2.90	
4530	Water Systems Operator III	1.90		2.90	
8000	Administrative Intern, P/T		1.00		0.00
9130	Engineering Intern, P/T		4.00		5.00
9260	Senior Maintenance Worker, P/T		9.00		9.00
	TOTAL	----- 34.30 =====	----- 14.00 =====	----- 37.80 =====	----- 14.00 =====

ENTERPRISE FUND

WATER ENTERPRISE - PWA		ACCOUNTING UNIT			
Water Inter Fund Transfers		06017019			
Account Code	LINE ITEM RESOURCES	ACTUAL FY 11-12	ADOPTED FY 12-13	ADOPTED FY 13-14	ADOPTED FY 14-15
68000	Transfer to Fund 66 Water Capital Construction	1,175,180	2,963,775	2,534,935	2,556,735
	SUBTOTAL TRANSFERS OUT	----- 1,175,180	----- 2,963,775	----- 2,534,935	----- 2,556,735
	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 Utility Loan Repayment		06017020			
Account Code	LINE ITEM RESOURCES	ACTUAL FY 11-12	ADOPTED FY 12-13	ADOPTED FY 13-14	ADOPTED FY 14-15
62401	Trustee Fee	3,000	3,000	3,000	3,000
67000	Loan Payment OCWD	199,870	199,870	199,870	199,870
	SUBTOTAL DEBT SERVICE	----- 202,870	----- 202,870	----- 202,870	----- 202,870
	TOTAL	202,870 =====	202,870 =====	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 fifteenth loan payment of \$199,870 is due during FY 13-14. The loan term is for 20 years.</p>					

ENTERPRISE FUND

WATER ENTERPRISE - PWA
Water Revenue Bond Debt Service

ACCOUNTING UNIT
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 11-12	ADOPTED FY 12-13	ADOPTED FY 13-14	ADOPTED FY 14-15
67300 Bond Principal	855,000	880,000	900,000	930,000
67310 Bond Interest	664,470	638,430	609,495	578,030
TOTAL	<u>1,519,470</u>	<u>1,518,430</u>	<u>1,509,495</u>	<u>1,508,030</u>

ENTERPRISE FUNDS

WATER ENTERPRISE - PWA	PROGRAM			
Water Production & Supply	06017640			
Statement of Purpose				
<p><i>Provide all residents with a reliably produced, stored, and treated drinking water supply that is pure and safe to drink.</i></p> <p>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 70 percent well water and 30 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.</p>				
Accomplishments in FY 2012-2013				
<ul style="list-style-type: none"> * Operated and maintained water production and supply facilities in accordance with industry standards. * Rehabbed Well 31 to improve efficiency. * Replaced variable frequency drive at Well 37 & 35. * Upgraded SA-4 control structure. 				
Action Plan for FY 2013-2014 & FY 2014-2015				
<ul style="list-style-type: none"> * Finalized design and begin construction of Walnut Pump Station. * Design and upgrade SA 2 & SA 5 control and structure. * Upgrade Croke Pump Station controls and add 2 variable speed drives. 				
PERFORMANCE MEASURES	Actual	Adopted	Adopted	Adopted
	FY 11-12	FY 12-13	FY 13-14	FY 14-15
Service Level				
# of gallons produced per day from wells (in millions)	17.29	18.28	18.64	18.64
# of gallons imported per day (in millions)	16.03	16.35	16.68	16.68
# of water system stations monitored (RTU) per year	40	40	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 11-12	ADOPTED FY 12-13	ADOPTED FY 13-14	ADOPTED FY 14-15
61000	Salaries Regular	667,175	625,715	847,290	854,575
61020	Salaries Part-Time	67,800	65,655	71,595	72,210
61040	Salaries Overtime	45,000	55,000	60,000	60,515
61100	Retirement-Employer Contribution	75,210	62,250	96,685	97,515
61110	Part-Time Retirement	0	0	0	0
61120	Medicare Insurance	8,515	8,810	12,005	12,110
61130	Health Insurance	137,325	111,010	173,225	174,715
61170	Retiree Health Benefits	8,200	4,245	13,855	13,975
61180	Workers Compensation Insurance	68,185	63,285	90,565	91,345
	SUBTOTAL PERSONNEL	1,077,410	995,970	1,365,220	1,376,960
62000	Utilities	1,953,990	2,081,500	2,081,500	2,099,400
62010	Communications	18,000	24,000	25,000	25,215
62120	Training, Transportation, Meetings	7,500	10,000	23,000	23,200
62140	Membership, Subscription, Dues	98,430	98,430	100,000	100,860
62300	Contract Services-Professional	7,041,260	7,876,790	8,582,780	8,656,590
62320	M & R Buildings & Grounds	49,000	49,000	49,000	49,420
62321	M & R Improvements	15,000	15,000	15,000	15,130
62322	M & R Machinery & Equipment	10,000	20,000	25,000	25,215
62500	Rent Payments	0	230,400	230,400	232,380
	SUBTOTAL CONTRACTUAL	9,193,180	10,405,120	11,131,680	11,227,410
63001	Miscellaneous Operating Expenses	11,806,885	11,447,700	10,347,700	10,436,690
63300	Gas & Diesel	0	0	18,985	19,150
	SUBTOTAL COMMODITIES	11,806,885	11,447,700	10,366,685	10,455,840
65010	Rental City Equipment	65,570	55,555	40,385	40,730
65050	IS Strategic Plan	517,480	517,480	517,480	521,930
65100	Insurance Charges	721,995	388,420	388,420	391,760
65400	Indirect Costs	31,590	67,175	44,735	45,120
	SUBTOTAL CROSS CHARGES	1,336,635	1,028,630	991,020	999,540
66400	Machinery & Equipment	250,000	320,000	370,000	373,180
66600	Books, Records, Videos	2,000	0	0	0
	SUBTOTAL CAPITAL	252,000	320,000	370,000	373,180
	TOTAL	23,666,110	24,197,420	24,224,605	24,432,930
Class Code	AUTHORIZED PERSONNEL	ADOPTED FY 12-13		ADOPTED FY 13-14	
		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		2.90	
4530	Water Systems Operator III	1.90		2.90	
8000	Administrative Intern, P/T		1.00		0.00
9130	Engineering Intern, P/T		0.00		1.00
9260	Senior Maintenance Worker, P/T		3.00		3.00
	TOTAL	8.00	4.00	10.00	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, 44,675 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 2012-2013				
<p><u>FY 12-13</u></p> <ul style="list-style-type: none"> * Repaired 30 main breaks/leaks with minimum disruption to customers. * Exercised 3,000 gate valves. * Performed maintenance on 200 fire hydrants. * Renewed/replaced 200 water service lines. 				
Action Plan for FY 2013-2014 & FY 2014-2015				
<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	Adopted	Adopted	Adopted
	FY 11-12	FY 12-13	FY 13-14	FY 14-15
Service Level				
# of main breaks repaired	40	35	20	20
# of gate valves operated and checked	1,200	3,000	3,000	3,000
# of fire hydrants operated	550	4,800	4,800	4,800
# of fire hydrants painted	10	4,800	4,800	4,800
# of services repaired/replaced	200	200	200	200
# of fire hydrants repaired	200	200	100	100
# of gate valves repaired or replaced	20	50	50	50
Assist contractor/City forces with main shut-downs (in hours)	400	250	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 11-12	ADOPTED FY 12-13	ADOPTED FY 13-14	ADOPTED FY 14-15
61000	Salaries Regular	823,545	747,585	857,905	865,285
61020	Salaries Part-Time	50,310	51,725	51,845	52,290
61040	Salaries Overtime	95,000	95,000	95,000	95,815
61100	Retirement-Employer Contribution	87,315	64,355	129,120	130,230
61110	Part-Time Retirement	0	0	0	0
61120	Medicare Insurance	11,890	11,590	13,040	13,150
61130	Health Insurance	185,410	192,270	181,470	183,030
61170	Retiree Health Benefits	8,235	7,475	8,580	8,655
61180	Workers Compensation Insurance	119,805	109,585	124,725	125,800
	SUBTOTAL PERSONNEL	1,381,510	1,279,585	1,461,685	1,474,255
62010	Communications	4,500	7,500	7,500	7,565
62120	Training, Transportation, Meetings	2,000	2,000	6,000	6,050
62140	Membership, Subscription, Dues	2,500	2,500	4,500	4,540
62251	Other Agency Services	0	0	0	0
62300	Contract Services-Professional	692,500	692,500	693,000	698,960
62310	Janitorial & Housekeeping	0	0	0	0
62322	M & R Machinery & Equipment	1,020	1,020	1,020	1,030
	SUBTOTAL CONTRACTUAL	702,520	705,520	712,020	718,145
63001	Miscellaneous Operating Expenses	553,500	629,000	636,400	641,875
63300	Gas & Diesel	0	0	65,255	65,815
	SUBTOTAL COMMODITIES	553,500	629,000	701,655	707,690
65010	Rental City Equipment	358,510	331,310	251,885	254,050
65020	City Yard Rental	183,475	183,475	183,475	185,055
65050	Information Systems Strategic Plan	129,200	129,200	129,200	130,310
65100	Insurance Charges	380,340	204,615	204,615	206,375
65400	Indirect Costs	39,240	80,490	45,915	46,310
	SUBTOTAL CROSS CHARGES	1,090,765	929,090	815,090	822,100
66400	Machinery & Equipment	25,000	0	587,000	592,050
	SUBTOTAL CAPITAL	25,000	0	587,000	592,050
	TOTAL	3,753,295	3,543,195	4,277,450	4,314,240

Class Code	AUTHORIZED PERSONNEL	ADOPTED FY 12-13		ADOPTED FY 13-14	
		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 Miscellaneous Operating Expenses		ACCOUNTING UNIT 06017642			
Account Code	LINE ITEM RESOURCES	ACTUAL FY 11-12	ADOPTED FY 12-13	ADOPTED FY 13-14	ADOPTED FY 14-15
62000	Utilities	1,181,000	0	0	0
	SUBTOTAL CONTRACTUAL	----- 1,181,000	----- 0	----- 0	----- 0
65040	Computer Service Charges	298,425	298,425	298,425	300,900
65205	Internal Departments Personnel Charges	390,000	0	0	0
65220	Treasury Service Charges	2,154,545	2,154,545	1,954,545	1,971,355
65500	General Fund Overhead	8,667,180	8,667,180	7,467,180	6,331,400
	SUBTOTAL CROSS CHARGES	----- 11,510,150	----- 11,120,150	----- 9,720,150	----- 8,603,655
	TOTAL	----- 12,691,150 =====	----- 11,120,150 =====	----- 9,720,150 =====	----- 8,603,655 =====
<p>This activity includes charges to the Water Utility for customer service expenses in connection with the billing and collection of its accounts. These services include meter reading, information (computer) services, mailing of bills, receipts and deposits of payments, investigation of complaints, and serving incoming and outgoing water users. This activity also includes payments made by the Water Utility to the City in lieu of property taxes, franchise fees, and a return to investors.</p>					

ENTERPRISE FUNDS

WATER ENTERPRISE - PWA	PROGRAM			
Water Quality & Measurement	06017644			
Statement of Purpose				
<p><i>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.</i></p> <p>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 11,000 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.</p>				
Accomplishments in FY 2012-2013				
<ul style="list-style-type: none"> * 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 2013-2014 & FY 2014-2015				
<ul style="list-style-type: none"> * 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 of implementing an AMI metering system. * Perform a feasibility study on a Turf Removal Program. * Continue to provide water use efficiency materials and educational for our customers. 				
PERFORMANCE MEASURES	Actual	Adopted	Adopted	Adopted
	FY 11-12	FY 12-13	FY 13-14	FY 14-15
Service Level				
# of water samples performed	9,572	9,800	10,000	10,000
# of water quality reports mailed	44,982	45,000	1,000	1,000
# of backflow tests reviewed	4,531	5,100	5,100	5,100
% of difference between production and sales	5	5	5	5
# of 1" and smaller meters replaced	1,532	2,000	2,100	2,100
# of 1-1/2" and 2" meters replaced	409	350	400	400
# of 3" and larger meters replaced	12	20	25	25
# of registers replaced	31	30	25	25
# of students educated	11,000	11,000	11,000	11,000
# of water audits performed	18	25	40	40
# of curb stops (valves) replaced	581	700	700	700
# of lids, covers, boxes replaced	820	1,000	1,000	1,000
# of USA (Dig Alert) tickets completed	6,500	6,600	6,700	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	89	95	95	95

ENTERPRISE FUND

WATER ENTERPRISE - PWA		ACCOUNTING UNIT			
Water Quality & Measurement		06017644			
Account Code	LINE ITEM RESOURCES	ACTUAL FY 11-12	ADOPTED FY 12-13	ADOPTED FY 13-14	ADOPTED FY 14-15
61000	Salaries Regular	648,920	589,680	699,460	705,475
61020	Salaries Part-Time	48,490	49,030	50,395	50,830
61040	Salaries Overtime	120,000	120,000	130,000	131,120
61100	Retirement-Employer Contribution	69,990	52,925	105,575	106,485
61110	Part-Time Retirement	0	0	0	0
61120	Medicare Insurance	6,990	8,205	9,630	9,715
61130	Health Insurance	111,145	101,675	122,085	123,135
61170	Retiree Health Benefits	6,870	5,400	8,365	8,435
61180	Workers Compensation Insurance	90,185	82,250	96,905	97,740
	SUBTOTAL PERSONNEL	1,102,590	1,009,165	1,222,415	1,232,935
62010	Communications	6,000	7,000	7,000	7,060
62120	Training, Transportation, Meetings	3,000	3,000	5,000	5,045
62140	Membership, Subscription, Dues	39,500	39,500	44,500	44,885
62300	Contract Services-Professional	364,490	365,000	765,700	772,285
62322	M & R Machinery & Equipment	2,500	5,000	5,000	5,045
	SUBTOTAL CONTRACTUAL	415,490	419,500	827,200	834,320
63001	Miscellaneous Operating Expenses	623,500	693,500	749,500	755,945
63300	Gas & Diesel	0	0	25,490	25,710
	SUBTOTAL COMMODITIES	623,500	693,500	774,990	781,655
65010	Rental City Equipment	61,930	56,935	36,680	36,995
65050	Information Systems Strategic Plan	45,675	45,675	45,675	46,070
65100	Insurance Charges	95,135	51,180	51,180	51,620
65400	Indirect Costs	31,140	63,870	40,210	40,555
	SUBTOTAL CROSS CHARGES	233,880	217,660	173,745	175,240
66400	Machinery & Equipment	10,000	55,000	140,000	141,205
66510	Computer Software	0	0	0	0
66600	Books, Records, Video	1,000	0	0	0
	SUBTOTAL CAPITAL	11,000	55,000	140,000	141,205
	TOTAL	2,386,460	2,394,825	3,138,350	3,165,355
Class Code	AUTHORIZED PERSONNEL	ADOPTED FY 12-13		ADOPTED FY 13-14	
		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
Water Administration & Engineering

PROGRAM
06017645

Statement of Purpose

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

Administration and Engineering are responsible for developing and effectively managing the City's water resources and sewer programs. This activity is also responsible for developing and designing new capital projects, coordinating the water and sewer system replacement priorities, protecting water quality and supply, managing deferred maintenance 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.

Accomplishments in FY 2012-2013

- * Completed design of over 6,200 linear feet of water main replacements.
- * Completed construction of over 2,300 linear feet of water main improvements.
- * Completed construction of SA-4 upgrades
- * Completed design of over 4,050 linear feet of sewer main.
- * Completed construction of over 700 linear feet of sewer main improvements.
- * Completed rehabilitation and lining of 20,500 linear feet of 6-inch and 8-inch sewer mains.

Action Plan for FY 2013-2014 & FY 2014-2015

- * 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.
- * Create a Water Master Plan and Hydraulic Model.
- * Integrate water and sewer maintenance systems into Computerized Maintenance Management System.
- * Implement a comprehensive safety program for water resources staff.

PERFORMANCE MEASURES	Actual	Adopted	Adopted	Adopted
	FY 11-12	FY 12-13	FY 13-14	FY 14-15
Service Level				
Linear feet of water main designed	15,460	6,420	13,000	13,000
# of projects designed by consultants	2	2	2	2
# of development plan checks completed	181	380	400	400
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		06017645			
Account Code	LINE ITEM RESOURCES	ACTUAL FY 11-12	ADOPTED FY 12-13	ADOPTED FY 13-14	ADOPTED FY 14-15
61000	Salaries Regular	676,690	595,560	789,375	796,165
61020	Salaries Part-Time	70,565	72,360	66,810	67,385
61040	Salaries Overtime	2,500	5,000	15,000	15,130
61100	Retirement-Employer Contribution	75,225	58,695	119,520	120,550
61120	Medicare Insurance	9,595	8,470	11,095	11,190
61130	Health Insurance	80,900	76,365	88,635	89,395
61170	Retiree Health Benefits	7,820	4,285	12,465	12,570
61180	Workers Compensation Insurance	9,200	8,050	10,045	10,130
	SUBTOTAL PERSONNEL	932,495	828,785	1,112,945	1,122,515
62010	Communications	6,500	6,500	6,500	6,555
62120	Training, Transportation, Meetings	3,000	6,000	8,000	8,070
62140	Membership, Subscription, Dues	13,000	15,500	15,500	15,635
62251	Other Agency Services	0	0	0	0
62300	Contract Services-Professional	325,000	425,000	725,000	731,235
62322	M & R Machinery & Equipment	3,090	5,000	4,100	4,135
	SUBTOTAL CONTRACTUAL	350,590	458,000	759,100	765,630
63001	Miscellaneous Operating Expenses	16,070	26,060	75,560	76,210
63300	Gas & Diesel	0	0	3,460	3,490
	SUBTOTAL COMMODITIES	16,070	26,060	79,020	79,700
65010	Rental City Equipment	33,215	19,495	13,605	13,720
65050	Information Systems Strategic Plan	81,780	81,780	81,780	82,485
65100	Insurance Charges	140,630	75,655	75,655	76,305
65240	Public Works Administrative Charges	2,282,785	1,875,445	1,065,760	1,074,925
65400	Indirect Costs	30,365	60,565	39,815	40,155
	SUBTOTAL CROSS CHARGES	2,568,775	2,112,940	1,276,615	1,287,590
66400	Machinery & Equipment	0	5,000	50,000	50,430
66600	Books, Records, Video	1,000	0	0	0
	SUBTOTAL CAPITAL	1,000	5,000	50,000	50,430
	TOTAL	3,868,930	3,430,785	3,277,680	3,305,865
Class Code	AUTHORIZED PERSONNEL	ADOPTED FY 12-13		ADOPTED FY 13-14	
		Full Time	Part Time	Full Time	Part Time
2100	Assistant Engineer II	2.50		2.50	
2129	Principal Civil Engineer	0.50		0.50	
4519	Public Works Dispatcher	0.00		0.50	
2131	Senior Civil Engineer	1.50		1.50	
7330	Senior Office Assistant	0.00		1.00	
4410	Water Resources Manager	0.50		0.50	
9130	Engineering Intern, P/T		4.00		4.00
	TOTAL	5.00	4.00	6.50	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 of 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 2012-2013				
<ul style="list-style-type: none"> * Constructed 2,330 linear feet of water main improvements. * Completed the design of the Walnut Pump Station facilities upgrade. * Completed the design of the SA-5 Interconnection structure with Metropolitan Water District of Southern California. 				
Action Plan for FY 2013-2014 & FY 2014-2015				
<ul style="list-style-type: none"> * Complete the construction of the Walnut Pump Station. * Continue with the water main replacement projects according to the FY 2013-14 CIP. * Construct SA-5 improvements. 				
PERFORMANCE MEASURES	Actual	Adopted	Adopted	Adopted
	FY 11-12	FY 12-13	FY 13-14	FY 14-15
Service Level Water mains installed (linear feet)	15,585	2,330	13,200	13,200

ENTERPRISE FUND

WATER ENTERPRISE - PWA		ACCOUNTING UNIT			
Water Capital Construction		06617647			
Account Code	LINE ITEM RESOURCES	ACTUAL FY 11-12	ADOPTED FY 12-13	ADOPTED FY 13-14	ADOPTED FY 14-15
66301	Water Capital Projects	1,175,180	2,963,775	4,439,110	5,349,155
	SUBTOTAL CAPITAL	1,175,180	2,963,775	4,439,110	5,349,155
	TOTAL	1,175,180	2,963,775	4,439,110	5,349,155
<p>The purpose of this program is to fund the Water Enterprise Capital Improvement Program, that includes improvement of underground ditribution system and production facilities such as wells, reservoirs, and pump stations.</p>					

**ENTERPRISE FUNDS
RESOURCE SUMMARY**

The Depot - PWA

ACTIVITIES	ACTUAL FY 11-12	ADOPTED FY 12-13	ADOPTED FY 13-14	ADOPTED FY 14-15
REVENUES				
53803 Rental - Conference Room	0	0	0	0
53805 Rental - Tres Estrellas De Oro	76,719	85,310	87,530	88,285
53806 Rental - Transportes Inter-California	74,326	91,760	94,145	94,955
53808 Rental - Amtrak	26,800	32,485	33,330	33,615
53809 Rental - Lee Gift Shop	9,490	11,715	12,020	12,125
53810 Rental - Greyhound	55,525	68,530	70,315	70,920
53811 Rental - Express Café	25,961	29,305	29,305	29,555
SUBTOTAL RENTAL INCOME	268,821	319,105	326,645	329,455
53801 CAM COSTS	9,500	11,400	11,400	11,500
53802 SA W.O.R.K. Center Use Fee	165,536	178,160	182,970	184,545
53812 Rental - County of Orange	113,251	113,840	116,800	117,805
53813 Rental - EDD/State of CA	74,460	89,390	91,715	92,505
53819 Rental - OCTA	0	1,730	1,775	1,790
SUBTOTAL RENTAL GOV. ENTITIES	362,747	394,520	404,660	408,145
53815 Concession - Taxi Stand	57,662	83,415	85,585	86,320
53816 Concession - Telephones	1,655	2,425	0	0
53818 Concession - Vending Machines	(129)	3,160	3,600	3,630
SUBTOTAL CONCESSIONS	59,188	89,000	89,185	89,950
53820 P Note - Express Café	0	2,400	2,400	2,420
57990 Miscellaneous Income	1,925	5,880	800	805
58000 Earning on Investments	4,236	0	0	0
59000-011 Transfer from Fund 011	277,000	0	0	0
SUBTOTAL MISCELLANEOUS	283,160	8,280	3,200	3,225
TOTAL	973,916	810,905	823,690	830,775
EXPENDITURES				
06718870 Depot Operations	928,102	1,052,905	988,915	997,420
TOTAL	928,102	1,052,905	988,915	997,420

ENTERPRISE FUND

PUBLIC WORKS AGENCY	ACCOUNTING UNIT			
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 2012-2013				
<ul style="list-style-type: none"> * Evaluated potential revenue generating programs and analyzed cost reduction measures. * Developed a proposed parking management plan. * Revised and updated emergency evacuation procedures. 				
Action Plan for FY 2013-2014 & FY 2014-2015				
<ul style="list-style-type: none"> * Maximize tenant revenue by securing tenant for vacant suite and restructure existing leases. * Implement parking management plan. * Survey and evaluate capital improvement and deferred maintenance projects. * Restructure tenant lease agreements. 				
PERFORMANCE MEASURES	Actual	Actual	Estimated	Objective
	FY 10-11	FY 11-12	FY 12-13	FY 13-14
Efficiency				
Annual cost for facility and landscape maintenance (\$)	334,865	496,260	504,030	387,540
Annual cost for security services (\$)	221,985	234,185	234,185	239,940
Effectiveness				
Annual lease revenue (\$)	622,070	698,445	704,625	672,865
Annual concession revenue (\$)	59,187	79,515	89,000	85,670
Annual CAM revenue (\$)	9,500	11,400	11,400	11,400

ENTERPRISE FUND

PUBLIC WORKS AGENCY		ACCOUNTING UNIT			
Depot Operations		06717650			
Account Code	LINE ITEM RESOURCES	ACTUAL FY 11-12	ADOPTED FY 12-13	ADOPTED FY 13-14	ADOPTED FY 14-15
62000	Utilities	207,388	229,885	218,500	220,380
62010	Communications	7,910	11,400	12,600	12,710
62012	Cellular Phone Charges	0	1,200	0	0
62300	Contract Services-Professional	247,672	247,060	282,475	284,905
62310	Janitorial & Housekeeping	109,306	193,250	142,540	143,765
62320	M & R Buildings & Grounds	242,083	253,645	245,000	247,105
62322	M & R Machinery & Equipment	9,200	10,000	12,160	12,265
	SUBTOTAL CONTRACTUAL	823,559	946,440	913,275	921,130
63001	Miscellaneous Operating Expenses	26,628	28,500	12,150	12,255
	SUBTOTAL COMMODITIES	26,628	28,500	12,150	12,255
65050	Information Systems Strategic Plan	10,080	10,080	10,080	10,165
65100	Insurance Charges	2,100	1,130	1,130	1,140
65205	Internal Departments Personnel Charges	13,850	13,850	13,850	13,970
65240	Public Works Admin Charge	51,885	52,905	38,430	38,760
	SUBTOTAL CROSS CHARGES	77,915	77,965	63,490	64,035
	TOTAL	928,102	1,052,905	988,915	997,420

**ENTERPRISE FUND
RESOURCE SUMMARY**

SANITATION ENTERPRISE

ACTIVITIES	ACTUAL FY 11-12	ADOPTED FY12-13	ADOPTED FY 13-14	ADOPTED FY 14-15	
REVENUES					
53702 Graffiti Restitution-Courts	48,419	35,000	30,000	30,000	
53710 Abatement Control Charges	68,631	70,000	20,000	20,000	
53719 Sanitation Charge	7,860,717	7,875,000	7,875,000	7,875,000	
57000 Expense Reimbursement	2,392	0	0	0	
57005 Expense Reimb-Floral Park Assn	1,376	0	0	0	
57010 Miscellaneous Recoveries	536	1,000	0	0	
57993 Write Off Collections	(14,643)	0	0	0	
58000 Earning on Investment	10,775	10,000	5,000	5,000	
TOTAL REVENUES	<u>7,978,203</u>	<u>7,991,000</u>	<u>7,930,000</u>	<u>7,930,000</u>	
EXPENDITURES					
06817640 Environmental Sanitation	1,095,568	1,504,565	2,422,285	2,443,115	
06817641 Roadway Cleaning	3,489,989	2,837,170	1,680,815	1,695,270	
06817642 Graffiti Abatement	1,454,622	1,711,455	1,488,060	1,268,875	
06817643 Street Trees	2,211,778	3,013,295	2,831,890	2,856,245	
TOTAL EXPENDITURES	<u>8,251,957</u>	<u>9,066,485</u>	<u>8,423,050</u>	<u>8,263,505</u>	
OPERATING EXPENSE					
	ACTUAL FY 11-12	ADOPTED FY 12-13	ADOPTED FY 13-14	ADOPTED FY 14-15	
61000 Personnel	3,823,792	3,316,740	1,963,655	1,980,540	
62000 Contractual	1,275,151	2,710,190	2,276,965	2,296,550	
63000 Commodities	77,202	83,560	121,375	122,420	
65000 Cross Charges	3,075,712	2,050,340	1,638,770	1,420,880	
66000 Capital	0	0	2,422,285	2,443,115	
69000 Miscellaneous Expenditures	100	905,655	0	0	
TOTAL	<u>8,251,957</u>	<u>9,066,485</u>	<u>8,423,050</u>	<u>8,263,505</u>	
Class Code	AUTHORIZED PERSONNEL	ADOPTED FY 12-13		ADOPTED FY 13-14	
		Full Time	Part Time	Full Time	Part Time
2240 Construction Inspector I		0.50		0.50	
4200 Data Entry Office Assistant		0.00		1.00	
0440 Equipment Operator		4.00		6.00	
4250 Equipment Operator - Motor Sweeper		3.00		0.00	
4240 Equipment Operator - Street		1.00		0.00	
4060 Maintenance Worker II		11.00		9.00	
6140 Projects Manager		2.00		2.00	
4040 Public Works Crew Leader		2.00		2.00	
4519 Public Works Dispatcher		0.00		0.50	
4430 Public Works Maintenance Manager		1.00		1.00	
2210 Sanitation Inspector II		1.25		1.25	
4360 Street Maintenance Supervisor		2.25		2.25	
4160 Street Painter		1.00		1.00	
4330 Tree Maintenance Supervisor		1.00		1.00	
4170 Tree Trimmer		3.00		2.00	
9090 Clerk Typist II, P/T			0.00		1.00
9070 Senior Clerical Aide, P/T			3.00		3.00
9240 Senior Maintenance Aide I, P/T			7.50		7.50
TOTAL		<u>33.00</u>	<u>10.50</u>	<u>29.50</u>	<u>11.50</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 2012-2013				
<ul style="list-style-type: none"> * Researched new development and subdivision permit records to ensure collection of City sanitation fees. * Focused efforts on cleaning right-of-way areas where street sweepers have limitations in cleaning debris. * Provided assistance to the roadway cleaning program with sweeper debris disposal clean-up. 				
Action Plan for FY 2013-2014 & FY 2014-2015				
<ul style="list-style-type: none"> * Develop a Public Works response program previously performed by the Santa Ana Fire Department to remove hazardous waste from city rights-of-way and respond to emergency hazardous material spills. * Utilize seasonal herbicide weed spraying on arterials to minimize weed growth on City right-of-way. 				
PERFORMANCE MEASURES				
	Actual	Estimated	Objective	Objective
	FY 11-12	FY 12-13	FY 13-14	FY 14-15
Service Level				
# of parcel abatement postings	600	530	600	600
# of abatement incidents				
Cleaned by property owner	600	524	580	580
Cleaned by City contractor	17	10	10	10
City-owned vacant lots cleaned by contractors	121	60	50	50
# of illegally dumped items removed from alleys, parkways, and public rights of way by Waste Management and City staff	47,000	55,932	55,000	55,000
# of FOG and NPDES inspections	20	15	150	150
# of inspections for residential trash cart inspection program	44	30	25	25
# of inspections for parkway rubbish/obstruction	537	500	600	600
# of illegal signs removed from public right of way	9,249	10,000	10,000	10,000

ENTERPRISE FUND

SANITATION ENTERPRISE		ACCOUNTING UNIT			
Environmental Sanitation		06817640			
Account Code	LINE ITEM RESOURCES	ACTUAL FY 11-12	ACTUAL FY 12-13	ADOPTED FY 13-14	ADOPTED FY 14-15
<u>EXPENDITURES</u>					
61000	Salaries Regular	410,600	679,690	1,068,230	1,077,415
61020	Salaries Part-Time	74,013	73,760	45,860	46,255
61040	Salaries Overtime	6,603	4,000	20,000	20,170
61100	Retirement-Employer Contribution	39,716	59,515	130,175	131,295
61110	Part-Time Retirement	2,234	0	0	0
61120	Medicare Insurance	3,660	6,555	13,060	13,170
61130	Health Insurance	66,853	153,350	220,765	222,665
61170	Retiree Health Benefits	3,856	6,795	10,680	10,770
61180	Workers Compensation Insurance	55,263	88,305	123,130	124,190
	SUBTOTAL PERSONNEL	662,798	1,071,970	1,631,900	1,645,930
62010	Communications	3,064	7,500	10,000	10,085
62120	Training, Transportation, Meetings	1,376	500	5,000	5,045
62140	Membership, Subscription, Dues	154	500	500	505
62300	Contract Services-Professional	99,980	118,570	146,400	147,660
62322	M & R Machinery & Equipment	0	500	500	505
	SUBTOTAL CONTRACTUAL	104,574	127,570	162,400	163,800
63001	Miscellaneous Operating Expenses	11,794	17,560	27,760	28,000
63300	Fuel & Diesel	0	0	50,000	50,430
	SUBTOTAL COMMODITIES	11,794	17,560	77,760	78,430
65010	Rental City Equipment	279,730	177,035	117,595	118,605
65240	Public Works Admin Charges	15,605	42,260	380,800	384,075
65400	Indirect Costs	21,067	68,170	51,830	52,275
	SUBTOTAL CROSS CHARGES	316,402	287,465	550,225	554,955
	TOTAL EXPENDITURES	1,095,568	1,504,565	2,422,285	2,443,115
Class Code		ADOPTED FY 12-13		ADOPTED FY 13-14	
AUTHORIZED PERSONNEL		Full Time	Part Time	Full Time	Part Time
2240	Construction Inspector I	0.50		0.50	
4200	Data Entry Office Asst	0.00		1.00	
0440	Equipment Operator	2.00		4.00	
4250	Equipment Operator - Motor Sweeper	3.00		0.00	
4240	Equipment Operator - Street	1.00		0.00	
4060	Maintenance Worker II	1.00		5.00	
6140	Projects Manager	0.50		0.50	
4040	Public Works Crew Leader	1.00		1.00	
4519	Public Works Dispatcher	0.00		0.50	
2210	Sanitation Inspector II	1.25		1.25	
4360	Street Maintenance Supervisor	0.25		0.25	
4160	Street Painter	0.00		1.00	
9240	Senior Maintenance Aide I, P/T		5.50		3.50
	TOTAL	10.50	5.50	15.00	3.50

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 2012-2013				
<ul style="list-style-type: none"> * Implemented street sweeping contract services to provide citywide sweeping services * Ensured that street sweeping contractor sweeps posted sweeping schedules continuously and effectively. 				
Action Plan for FY 2013-2014 & FY 2014-2015				
<ul style="list-style-type: none"> * Complete implementation of street sweeping contract services for citywide sweeping services. * Ensure that street sweeping contractor sweeps posted sweeping schedules continuously and with a high level of quality. 				
PERFORMANCE MEASURES	Actual	Estimated	Objective	Objective
	FY 11-12	FY 12-13	FY 13-14	FY 14-15
Service Level				
Arterial and residential streets (in curb miles)	50,000	50,000	50,500	50,500
Downtown streets (in curb miles)	4,100	2,900	2,900	2,900
Debris disposal (in cubic yards)	31,000	31,000	32,000	32,000
Frequency of Service				
Downtown area	6 x Week	5 x Week	5 x Week	5 x Week
Commercial-industrial area	1 x Month	1 x Month	1 x Month	1 x Month
Residential streets	Weekly	Weekly	Weekly	Weekly
Arterial streets	Weekly	Weekly	Weekly	Weekly
Median curbs	1 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		06817641			
Account Code	LINE ITEM RESOURCES	ACTUAL FY 11-12	ADOPTED FY 12-13	ADOPTED FY 13-14	ADOPTED FY 14-15
<u>EXPENDITURES</u>					
61000	Salaries & Wages-Regular	1,287,223	484,765	227,505	229,460
61020	Salaries & Wages-Temporary	836	0	0	0
61040	Salaries & Wages-Overtime	21,530	5,000	5,000	5,045
61100	Retirement Plan	124,032	43,465	28,430	28,675
61110	Part-Time Retirement	22	0	0	0
61120	Medicare Insurance	11,658	4,735	860	865
61130	Employees Insurance	258,977	86,355	35,470	35,775
61170	Retiree Health Insurance	12,018	4,050	4,435	4,475
61180	Compensation Insurance	125,512	51,510	14,390	14,515
	SUBTOTAL PERSONNEL	1,841,809	679,880	316,090	318,810
62010	Communications	10,741	5,000	2,500	2,520
62120	Training & Transportation	41	500	500	505
62140	Other Agency Services	154	500	0	0
62300	Other Contractual Services	60,623	1,228,745	883,215	890,810
62322	M&R Machinery & Equipment	0	500	0	0
62600	Parking Validations	13	0	0	0
	SUBTOTAL CONTRACTUAL	71,571	1,235,245	886,215	893,835
63001	Operating Materials & Supplies	13,860	2,500	2,000	2,015
63300	Gas & Diesel	0	0	5,000	5,045
	SUBTOTAL COMMODITIES	13,860	2,500	7,000	7,060
65010	Rental City Equipment	984,614	70,205	0	0
65020	City Yard Rental	74,260	74,260	74,260	74,900
65040	Computer Services Charge	30,995	30,995	30,995	31,260
65050	Information Services Strategic Plan	135,330	135,330	135,330	136,495
65100	Insurance Charges	177,335	95,405	95,405	96,225
65205	Internal Departments Personnel Charges	100,000	0	0	0
65230	Hearing Officer Charges	5,000	5,000	0	0
65240	Public Works Administrative Charges	0	164,270	124,895	125,970
65400	Indirect Operating Expenses	55,215	44,080	10,625	10,715
	SUBTOTAL FIXED CHARGES	1,562,749	619,545	471,510	475,565
69011	Reserve for Appropriation	0	300,000	0	0
	SUBTOTAL MISCELLANEOUS	0	300,000	0	0
	TOTAL EXPENDITURES	3,489,989	2,837,170	1,680,815	1,695,270
Class Code	AUTHORIZED PERSONNEL	ADOPTED FY 12-13		ADOPTED FY 13-14	
		Full Time	Part Time	Full Time	Part Time
4060	Maintenance Worker II	4.00		0.00	
6140	Projects Manager	0.50		0.50	
4430	Public Works Maintenance Manager	0.50		0.50	
4360	Street Maintenance Supervisor	1.00		1.00	
4160	Street Painter	1.00		0.00	
	TOTAL	7.00	0.00	2.00	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 2012-2013				
<ul style="list-style-type: none"> * Evaluated contractors' schedule to ensure maximum time abating graffiti and minimal amount of time driving. * Scheduled one community paint-out day. * Publicly unveiled app-order to the community. * Continued coordination of graffiti abatement efforts with PRCS, Community Preservation, and SAPD via the Graffiti Task Force. * Developed and implemented a process in conjunction with Community Preservation to send warning notices to Billboard companies and maintain records to enforce modification to properties with five or more incidents in one year. 				
Action Plan for FY 2013-2014 & FY 2014-2015				
<ul style="list-style-type: none"> * Develop a process in conjunction with Community Preservation for removal of graffiti from private property signs. * Develop a process to assign nongraffiti locations that need to be brought up to standard to contractor. * Continue coordination of graffiti abatement efforts with PRCS, Community Preservation, and SAPD via the Graffiti Task Force. 				
PERFORMANCE MEASURES	Actual	Estimated	Objective	Objective
	FY 11-12	FY 12-13	FY 13-14	FY 14-15
Service Level				
By City crews	N/A	N/A	N/A	N/A
By Contractor	5,487,658	6,000,000	5,500,000	5,500,000
# of graffiti locations cleaned				
By City crews	N/A	N/A	N/A	N/A
By contractor	152,144	120,000	150,000	150,000
Total painted	4,993,158	5,400,000	5,000,000	5,000,000
Total water-blasted	379,376	500,000	400,000	400,000
Chemical	115,124	100,000	100,000	100,000
# of signs (graffiti removal)	5,117	6,000	6,000	6,000

ENTERPRISE FUND

SANITATION ENTERPRISE		ACCOUNTING UNIT			
Graffiti Abatement		06817642			
Account Code	LINE ITEM RESOURCES	ACTUAL FY 11-12	ADOPTED FY 12-13	ADOPTED FY 13-14	ADOPTED FY 14-15
<u>EXPENDITURES</u>					
61000	Salaries & Wages-Regular	91,364	127,545	154,065	155,390
61020	Salaries & Wages-Temporary	23,919	33,645	33,645	33,935
61040	Salaries & Wages-Overtime	1,959	1,000	2,000	2,015
61100	Retirement Plan	9,382	11,910	24,100	24,305
61110	Part-Time Retirement	897	0	0	0
61120	Medicare Insurance	1,668	2,335	2,720	2,745
61130	Employees Insurance	17,676	27,715	26,700	26,930
61170	Retiree Health Insurance	922	1,275	1,540	1,555
61180	Compensation Insurance	6,326	11,595	13,645	13,760
	SUBTOTAL PERSONNEL	<u>154,114</u>	<u>217,020</u>	<u>258,415</u>	<u>260,635</u>
62010	Communications	6,624	5,000	5,000	5,045
62120	Training & Transportation	384	100	100	100
62140	Other Agency Services	154	200	200	200
62300	Other Contractual Services	621,042	628,430	628,415	633,820
	SUBTOTAL CONTRACTUAL	<u>628,204</u>	<u>633,730</u>	<u>633,715</u>	<u>639,165</u>
63001	Operating Materials & Supplies	4,892	6,000	8,000	8,070
63300	Gas & Diesel	0	0	22,800	22,995
	SUBTOTAL COMMODITIES	<u>4,892</u>	<u>6,000</u>	<u>30,800</u>	<u>31,065</u>
65010	Rental City Equipment	25,345	6,740	4,075	4,110
65040	Computer Services Charge	14,520	14,520	14,520	14,645
65050	Information Services Strategic Plan	57,600	57,600	57,600	58,095
65100	Insurance Charges	148,105	79,675	79,675	80,360
65205	Internal Departments	236,500	245,000	245,000	15,130
65220	Treasury Service Charges	72,330	72,330	72,330	72,950
65240	Public Works Administrative Charges	107,990	58,590	83,260	83,975
65400	Indirect Operating Expenses	5,022	14,595	8,670	8,745
	SUBTOTAL FIXED CHARGES	<u>667,412</u>	<u>549,050</u>	<u>565,130</u>	<u>338,010</u>
69011	Reserve for Appropriation	0	305,655	0	0
	SUBTOTAL MISCELLANEOUS	<u>0</u>	<u>305,655</u>	<u>0</u>	<u>0</u>
	TOTAL EXPENDITURES	<u>1,454,622</u>	<u>1,711,455</u>	<u>1,488,060</u>	<u>1,268,875</u>
Class Code	AUTHORIZED PERSONNEL	ADOPTED FY 12-13		ADOPTED FY 13-14	
		Full Time	Part Time	Full Time	Part Time
6140	Projects Manager	0.50		0.50	
4360	Street Maintenance Supervisor	1.00		1.00	
9070	Senior Clerical Aide, P/T		2.00		2.00
	TOTAL	<u>1.50</u>	<u>2.00</u>	<u>1.50</u>	<u>2.00</u>

ENTERPRISE FUND

SANITATION ENTERPRISE - PWA			PROGRAM	
Street Trees			06817643	
Statement of Purpose				
<i>Maintain and upgrade the City's urban forest of 64,350 trees.</i>				
Accomplishments in FY 2012-2013				
<ul style="list-style-type: none"> * Worked with the Environmental Transportation Advisory Committee to find a location for a landmark tree and raise funds for the cost of installation. * Continued planting replacement trees in wells when trees fail or are destroyed accidentally by vehicles. * Continued obtaining trees from Irvine Ranch Water District and other sources for the Santa Ana Nursery. 				
Action Plan for FY 2013-2014 & FY 2014-2015				
<ul style="list-style-type: none"> * Pursue development of a parkway planting detail for 15-gallon and 24-inch box trees. * Research app-order for integration with West Coast Arborist and tree trimming staff for putting daily work sheets directly into program. * Continue obtaining trees from Irvine Ranch Water District and other sources for the Santa Ana Nursery. 				
PERFORMANCE MEASURES	Actual	Estimated	Objective	Objective
	FY 11-12	FY 12-13	FY 13-14	FY 14-15
# of trees trimmed	13,556	16,935	12,788	12,788
# of trees planted	534	100	250	250
# of trees removed	521	250	175	175
# of trees watered	24,843	25,000	25000	25000
# of trees sprayed	550	2,000	1500	1500
# of structural trims done on young trees*	1,203	1,693	1,400	1,400
# of tree petition requests	20	20	20	20
# of liability claims processed	17	12	15	15
*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 11-12	ACTUAL FY 12-13	ADOPTED FY 13-14	ADOPTED FY 14-15
<u>EXPENDITURES</u>					
61000	Salaries & Wages-Regular	765,906	867,885	849,195	856,500
61020	Salaries & Wages-Temporary	37,807	43,155	87,975	88,730
61040	Salaries & Wages-Overtime	10,581	12,000	14,000	14,120
61100	Retirement Plan	68,931	77,070	116,850	117,855
61110	Part-Time Retirement	1,418	0	0	0
61120	Medicare Insurance	7,317	11,165	12,335	12,440
61130	Employees Insurance	170,902	220,955	191,670	193,320
61170	Retiree Health Insurance	8,091	7,880	10,655	10,745
61180	Compensation Insurance	94,118	107,760	106,470	107,385
	SUBTOTAL PERSONNEL	1,165,071	1,347,870	1,389,150	1,401,095
62010	Communications	13,169	10,000	5,000	5,045
62120	Training & Transportation	1,632	1,000	1,000	1,010
62140	Other Agency Services	335	1,300	1,000	1,010
62300	Other Contractual Services	8,709	699,345	698,035	704,040
62321	Maintenance & Repair Improvement	445,699	0	50,000	50,430
62322	M&R Machinery & Equipment	1,257	2,000	2,000	2,015
	SUBTOTAL CONTRACTUAL	470,802	713,645	757,035	763,550
63001	Operating Materials & Supplies	43,002	57,500	47,500	47,910
63100	Uniforms & Tools	3,654	0	0	0
63300	Gas & Diesel Costs	0	0	36,075	36,385
	SUBTOTAL COMMODITIES	46,655	57,500	83,575	84,295
65010	Rental City Equipment	239,160	286,680	190,830	192,470
65020	City Yard Rental	20,545	20,545	20,545	20,720
65040	Computer Services Charge	10,580	10,580	10,580	10,670
65050	Information Services Strategic Plan	55,510	55,510	55,510	55,985
65100	Insurance Charges	58,375	31,405	31,405	31,675
65240	Public Works Administrative Charges	110,090	106,485	249,790	251,940
65400	Indirect Operating Expenses	34,889	83,075	43,470	43,845
	SUBTOTAL FIXED CHARGES	529,149	594,280	602,130	607,305
69011	Reserve for Appropriation	0	300,000	0	0
69801	IC Default Issue	100	0	0	0
	SUBTOTAL MISCELLANEOUS	100	300,000	0	0
	TOTAL EXPENDITURES	2,211,778	3,013,295	2,831,890	2,856,245
Class Code	AUTHORIZED PERSONNEL	ADOPTED FY 12-13		ADOPTED FY 13-14	
		Full Time	Part Time	Full Time	Part Time
0440	Equipment Operator	2.00		2.00	
4060	Maintenance Worker II	6.00		4.00	
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		2.00	
9090	Clerk Typist II, P/T				1.00
9070	Senior Clerical Aide, P/T		1.00		1.00
9240	Senior Maintenance Aide I, P/T		2.00		4.00
	TOTAL	14.00	3.00	11.00	6.00

**ENTERPRISE FUND
RESOURCE SUMMARY**

REFUSE COLLECTION

ACTIVITIES		ACTUAL FY 11-12	ADOPTED FY 12-13	ADOPTED FY 13-14	ADOPTED FY 14-15
REVENUES					
50052	Refuse Contract Program Surcharge	5,279,906	5,400,000	5,400,000	5,400,000
52025	State Grants - Direct	276,044	180,035	172,000	172,000
53718	Refuse Collection Charge	9,655,738	10,000,000	10,000,000	10,000,000
57010	Miscellaneous Recoveries	1,352,991	1,351,500	1,261,570	1,350,000
57993	Write Off Collections	(27,824)	(65,000)	(20,000)	(20,000)
58000	Earning on Investment	11,786	8,000	8,000	8,000
	TOTAL REVENUES	<u>16,548,642</u>	<u>16,874,535</u>	<u>16,821,570</u>	<u>16,910,000</u>
EXPENDITURES					
06917640	Refuse Collection	16,013,983	18,724,535	16,821,570	16,910,000
	TOTAL EXPENDITURES	<u>16,013,983</u>	<u>18,724,535</u>	<u>16,821,570</u>	<u>16,910,000</u>
OPERATING EXPENSE		ACTUAL FY 11-12	ADOPTED FY 12-13	ADOPTED FY 13-14	ADOPTED FY 14-15
61000	Personnel	247,078	261,420	306,720	309,360
62000	Contractual	7,871,839	8,878,310	9,220,045	9,299,340
63000	Commodities	3,386	3,000	11,580	11,680
65000	Cross Charges	7,891,680	7,657,440	7,283,225	7,289,620
69000	Miscellaneous Expenditures	0	1,924,365	0	0
	TOTAL	<u>16,013,983</u>	<u>18,724,535</u>	<u>16,821,570</u>	<u>16,910,000</u>
Class Code	AUTHORIZED PERSONNEL	ADOPTED FY 12-13		ADOPTED FY 13-14	
		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 Department of Resources Recovery and Recycling (CalRecycle) laws.</p>				
Accomplishments in FY 2012-2013				
<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. * Implemented education and outreach program for mandatory commercial recycling required by AB341. * Continued to promote Recycle Right Challenge to reward proper recycling. 				
Action Plan for FY 2013-2014 & FY 2014-2015				
<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. * Continue outreach 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	Estimated	Objective	Objective
	FY 11-12	FY 12-13	FY 13-14	FY 14-15
Service Level				
# of curbside customers	42,004	42,004	42,004	42,004
# of refuse cans collected weekly on arterials	750	750	750	750
# of multifamily/commercial and industrial customers	4,420	4,420	4,420	4,420
Efficiency	<u>CY 2011</u>	<u>CY 2012</u>		
Tons of trash disposed	300,288	325,000	325,000	325,000
Diversion goal: lbs./person	<7.5	<7.5	<7.5	<7.5
Diversion actual: lbs./person	4.8	5.0	5.0	5.0
Gallons of used motor oil recycled	4,815	3,682	3,682	3,682
Used motor oil filters recycled	2,081	1,507	1,507	1,507

ENTERPRISE FUND

REFUSE COLLECTION ENTERPRISE		ACCOUNTING UNIT			
Refuse Collection		06917640			
Account Code	LINE ITEM RESOURCES	ACTUAL FY 11-12	ADOPTED FY 12-13	ADOPTED FY 13-14	ADOPTED FY 14-15
<u>EXPENDITURES</u>					
61000	Salaries Regular	178,208	184,610	219,360	221,245
61020	Salaries Part-Time	4,152	3,015	3,450	3,480
61040	Salaries Overtime	351	500	0	0
61100	Retirement-Employer Contribution	15,840	15,525	29,460	29,715
61110	Part-Time Retirement	156	0	0	0
61120	Medicare Insurance	1,946	2,720	2,305	2,325
61130	Health Insurance	28,571	37,305	31,170	31,440
61170	Retiree Health Benefits	1,664	1,845	2,195	2,215
61180	Workers Compensation Insurance	16,189	15,900	18,780	18,940
	SUBTOTAL PERSONNEL	247,078	261,420	306,720	309,360
62120	Training, Transportation, Meetings	80	600	5,000	5,045
62300	Contract Services-Professional	7,871,759	8,877,710	9,215,045	9,294,295
	SUBTOTAL CONTRACTUAL	7,871,839	8,878,310	9,220,045	9,299,340
63001	Miscellaneous Operating Expenses	3,386	3,000	5,000	5,045
63300	Fuel & Diesel	0	0	6,580	6,635
	SUBTOTAL COMMODITIES	3,386	3,000	11,580	11,680
65010	Rental City Equipment	15,790	10,115	9,890	9,910
65040	Computer Service Charge	63,565	63,565	63,565	63,675
65050	IS Strategic Plan	305,895	305,895	305,895	306,445
65100	Insurance Charges	407,125	219,025	219,025	219,415
65205	Internal Departments	300,000	0	0	0
65220	Treasury Service Charges	53,020	53,020	53,020	53,115
65240	Public Works Admin Charges	826,680	665,025	597,785	602,925
65300	Contract Program Surcharge	4,672,365	4,972,365	4,672,365	4,672,365
65310	Program Savings Recovery	1,239,325	1,351,500	1,351,500	1,351,500
65400	Indirect Costs	7,915	16,930	10,180	10,270
	SUBTOTAL CROSS CHARGES	7,891,680	7,657,440	7,283,225	7,289,620
69011	Reserve for Appropriation	0	1,924,365	0	0
	SUBTOTAL MISCELLANEOUS	0	1,924,365	0	0
	TOTAL EXPENDITURES	16,013,983	18,724,535	16,821,570	16,910,000
Class Code	AUTHORIZED PERSONNEL	ADOPTED FY 12-13		ADOPTED FY 13-14	
		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



This Page Intentionally Left Blank

CAPITAL FUND SUMMARY

DEPARTMENT/ AGENCY	Actual FY 11-12	Adopted FY 12-13	Adopted FY 13-14	Adopted FY 14-15	% of FY 13-14 Total	Increase (Decrease) Over Prior Year 12-13 to 13-14	
						In \$	In %
REVENUES							
28 Traffic Congestion Relief Fund	(564)	0	0	0	N/A	0	N/A
30 Prop. 1B Infrastructure Bond	38,583	1,600,000	0	0	N/A	(1,600,000)	-100.0%
32 Measure M	10,151,983	6,404,150	20,082,626	7,128,931	58.8%	13,678,476	213.6%
33 - 49 Transportation Area Funds	383,264	16,500	18,055	18,055	0.1%	1,555	9.4%
55 Sewer Connection Project	678,179	5,500,000	240,000	240,000	0.7%	(5,260,000)	-95.6%
58 Residential Street Improvement	3,949,009	0	0	0	N/A	0	N/A
59 Select Street Construction	10,674,750	2,211,335	3,016,475	2,833,445	8.8%	805,140	36.4%
147 Federal Aid Safety Program	86,011	0	486,300	0	1.4%	486,300	N/A
148 Traffic System Management Grant	241,483	0	338,940	0	1.0%	338,940	N/A
161 State Capital Grants Fund	53,028	5,000,000	0	0	N/A	(5,000,000)	-100.0%
169 Habitat Conservation Fund	309,118	0	0	0	N/A	0	N/A
172 State Recreation Trails Program	134,487	0	0	0	N/A	0	N/A
301 Park Acquisition & Dev.	689,467	79,500	887,235	1,295,740	2.6%	807,735	1016.0%
400 Police Building Debt Service	7,434,617	9,000,105	9,078,150	9,235,750	26.6%	78,045	0.9%
Total	34,823,416	29,811,590	34,147,781	20,751,921	100.0%	4,336,191	14.5%
EXPENDITURES BY DEPARTMENT							
Public Works Agency							
28 Traffic Congestion Relief Fund	2,914	0	0	0	N/A	0	N/A
30 Prop. 1B Infrastructure Bond	1,060,759	1,600,000	0	0	N/A	(1,600,000)	-100.0%
32 Measure M	10,694,712	6,404,150	20,257,231	7,128,931	52.6%	13,853,081	216.3%
33 to 49 Transportation Area Funds	995,648	16,500	0	0	N/A	(16,500)	-100.0%
55-532 Sewer Connection Project	115,688	5,500,000	1,000,000	500,000	2.6%	(4,500,000)	-81.8%
58-Var Residential Street Improvement	925,265	0	0	0	N/A	0	N/A
59-551 Select Street Construction	11,536,151	2,211,335	5,255,262	2,833,445	13.6%	3,043,927	137.7%
147 Federal Aid Safety Program	53,118	0	486,300	0	1.3%	486,300	N/A
148 Traffic System Management Grant	35,516	0	338,940	0	0.9%	338,940	N/A
Total	25,419,771	15,731,985	27,337,733	10,462,376	70.9%	11,605,748	73.8%
Non-Departmental							
400 Police Building Debt Service	9,076,209	9,520,625	9,078,150	9,235,750	23.6%	(442,475)	-4.6%
Total	9,076,209	9,520,625	9,078,150	9,235,750	23.6%	(442,475)	-4.6%
Parks, Recreation & Community Services							
161-Var State Capital Grants Fund	313,934	5,000,000	0	0	N/A	(5,000,000)	-100.0%
169 Habitat Conservation Fund	66,045	0	0	0	N/A	0	N/A
172 State Recreation Trails Program	306,732	0	0	0	N/A	0	N/A
301 Park Acquisition & Dev.	409,104	54,750	2,115,635	1,295,740	5.5%	2,060,885	3764.2%
Total	1,095,816	5,054,750	2,115,635	1,295,740	5.5%	(2,939,115)	-58.1%
GRAND TOTAL	35,591,796	30,307,360	38,531,518	20,993,866	100.0%	8,224,158	27.1%

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>This Fund is transferred to HUTA, Fund 59</p>		

	<u>ACTUAL</u> <u>FY 11-12</u>	<u>ADOPTED</u> <u>FY 12-13</u>	<u>ADOPTED</u> <u>FY 13-14</u>	<u>ADOPTED</u> <u>FY 14-15</u>
REVENUES				
02817002 Traffic Congestion Relief Fund				
52320 Traffic Congestion Relief/State	0	0	0	0
52321 Traffic Congestion Relief/County	0	0	0	0
58000 Earnings on Investment	(564)	0	0	0
TOTAL TRAFFIC SYSTEM MANAGEMENT GRANT	<u>(564)</u>	<u>0</u>	<u>0</u>	<u>0</u>
	<u>ACTUAL</u> <u>FY 11-12</u>	<u>ADOPTED</u> <u>FY 12-13</u>	<u>ADOPTED</u> <u>FY 13-14</u>	<u>ADOPTED</u> <u>FY 14-15</u>
EXPENDITURES				
02817660 Traffic Congestion Relief Fund				
65205 Internal Departments Personnel Charges	0	0	0	0
66220 Improvements Other than Buildings	2,914	0	0	0
TOTAL TRAFFIC SYSTEM MANAGEMENT EXPENDITURES	<u>2,914</u>	<u>0</u>	<u>0</u>	<u>0</u>

CAPITAL FUNDS

Highway Safety & Traffic Reduction		PROGRAM			Fund 30
PURPOSE: The Infrastructure Bond Package passed by California voters in November 2006 included Proposition 1B, which contains almost \$20 billion for various transportation projects in California. A specific schedule for disbursement of these funds to the cities will be finalized with approval of the State's FY 2007-2008 budget.					
		ACTUAL	ADOPTED	ADOPTED	ADOPTED
		FY 11-12	FY 12-13	FY 13-14	FY 14-15
REVENUES					
03017002 PROP 1B INFRASTRUCTURE BOND					
52363	State Local Partnership Program (SLPP)	0	1,600,000	0	0
52360	Prop 1B Bond Act of 2006	0	0	0	0
52361	Prop 1B - OC	0	0	0	0
58000	Earnings on Investment	38,583	0	0	0
58002	Net Increase/Decrease in Fair Value	0	0	0	0
TOTAL PROP 1B INFRASTRUCTURE BOND FUND		<u>38,583</u>	<u>1,600,000</u>	<u>0</u>	<u>0</u>
EXPENDITURES					
03017660 PROP 1B INFRASTRUCTURE BOND					
65205	Internal Departments Personnel Charges	113,114	0	0	0
66220	Improvements Other than Buildings	947,645	1,600,000	0	0
TOTAL PROP 1B INFRASTRUCTURE BOND FUND		<u>1,060,759</u>	<u>1,600,000</u>	<u>0</u>	<u>0</u>

CAPITAL FUNDS

Measure M	PROGRAM				Fund 32
PURPOSE: To account for the Measure M sales tax apportionment to the City of Santa Ana, and eligible expenditures for street maintenance and street improvements.					
<p>On November 6, 1990, Orange County voters approved Measure M, the Revised Traffic Improvement and Growth Management Plan. Measure M authorized the imposition of one-half percent retail transaction and use tax for a 20-year period. The sales tax is estimated to raise \$3.1 billion countywide over the 20-year period. The Measure M sales tax ordinance which went into effect on April 1, 1991, states that 14.6% of the total 1/2 percent sales tax revenues, net administrative costs, shall be available to eligible jurisdictions for local street maintenance and improvements.</p>					
		ACTUAL	ADOPTED	ADOPTED	ADOPTED
		FY 11-12	FY 12-13	FY 13-14	FY 14-15
REVENUES					
03217002 MEASURE M					
52026 State Grants-Indirect		50,929	0	0	0
52330 Measure M Competitive		6,056,649	0	0	0
52331 Measure M Turnback		0	0	0	0
52332 Measure M2 Competitive		0	2,428,100	15,898,681	2,616,432
52333 Measure M2 Fairshare		3,930,174	3,976,050	4,183,945	4,512,499
57000 Expense Reimbursement		26,150	0	0	0
57010 Miscellaneous Recoveries		0	0	0	0
58000 Earnings on Investment		65,259	0	0	0
58002 Net Increase/Decrease in Fair Value		22,823	0	0	0
	TOTAL MEASURE M FUND	<u>10,151,983</u>	<u>6,404,150</u>	<u>20,082,626</u>	<u>7,128,931</u>
		ACTUAL	ADOPTED	ADOPTED	ADOPTED
		FY 11-12	FY 12-13	FY 13-14	FY 14-15
EXPENDITURES					
03217660 MEASURE M STREET CONSTRUCTION					
63001 Miscellaneous Operating Expenses		0	0	0	0
65205 Internal Department Personnel Charges		430,240	0	0	0
66100 Land		0	0	0	0
66220 Improvements Other than Buildings		8,035,933	6,404,150	0	0
		<u>8,466,173</u>	<u>6,404,150</u>	<u>0</u>	<u>0</u>
03217661 OCTA TRANSITWAY PROJECT - MOS 3					
66220 Improvements Other than Buildings		1,713,515	0	0	0
		<u>1,713,515</u>	<u>0</u>	<u>0</u>	<u>0</u>
03217662 MEASURE M2 STREET CONSTRUCTION					
66220 Improvements Other than Buildings		515,024	0	4,267,550	4,512,499
		<u>515,024</u>	<u>0</u>	<u>4,267,550</u>	<u>4,512,499</u>
03217663 MEASURE M2 COMPETITIVE STREET CONSTRUCTION					
66220 Improvements Other than Buildings		0	0	15,989,681	2,616,432
		<u>0</u>	<u>0</u>	<u>15,989,681</u>	<u>2,616,432</u>
	TOTAL MEASURE M FUND	<u>10,694,712</u>	<u>6,404,150</u>	<u>20,257,231</u>	<u>7,128,931</u>

CAPITAL FUNDS

Measure M2	FY 13-14 PROJECT DETAIL		Fund 32
PROJECTS	FUNDING SOURCES		APPROVED TOTAL
	Fairshare	Competitive	
NEIGHBORHOOD IMPROVEMENTS			
Curb, Gutter, Sidewalk			
Pedestrian Safety Project Development	50,000	0	50,000
Omnibus Concrete	160,530	0	160,530
Subtotal Curb, Gutter, Sidewalk	210,530	0	210,530
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
Alley Improvements			
Alley Improvement Program	56,230	0	56,230
Subtotal Alley Improvements	56,230	0	56,230
Total Neighborhood Improvements	1,666,760	0	1,666,760
ARTERIAL IMPROVEMENTS			
Arterial Widening			
Bristol Street Widening Phase IIIB - Washington to 17th Project Development	0	11,152,575	11,152,575
Right of Way Management	100,000	0	100,000
Warner Avenue Widening - Main to Oak	100,000	0	100,000
	0	323,775	323,775
Subtotal Arterial Widening	200,000	11,476,350	11,676,350
Street Reconstruction/Resurfacing			
Arterial Street Preventative Maintenance	1,400,000	0	1,400,000
Pavement Management	100,000	0	100,000
Subtotal Street Reconstruction/Resurfacing	1,500,000	0	1,500,000
Total Arterial Improvements	1,700,000	11,476,350	13,176,350
TRAFFIC IMPROVEMENTS			
Grand/Glassell/Kraemer Corridor Traffic Signal	170,000	680,000	850,000
Main Street Corridor Traffic Signal Synchronization	250,000	962,000	1,212,000
Newhope Street at Camille Street -New Traffic Signal	33,100	0	33,100
Segerstrom Avenue at Bear Street - Traffic Signal Modif.	21,200	0	21,200
Traffic Control Devices Inventory	100,000	0	100,000
Traffic Management Plans	30,000	0	30,000
Traffic Safety Project Development	124,115	0	124,115
Traffic Signal Equipment Replacement	100,000	0	100,000
Total Traffic Improvements	828,415	1,642,000	2,470,415
CITY FACILITY IMPROVEMENTS			
Storm Drain/Water Quality			
Santa Ana Delhi Channel Diversion Project	0	2,572,875	2,572,875
Total City Facility Improvements	0	2,572,875	2,572,875
PARK FACILITY IMPROVEMENTS			
Park Improvements/Renovation			
Bike Lane Project Development	45,000	0	45,000
Total Park Improvements	45,000	0	45,000
TOTAL MEASURE M PROJECTS	4,240,175	15,691,225	19,931,400

CAPITAL FUNDS

Measure M2	FY 13-14 PROJECT DETAIL		Fund 32
<u>PRIOR YEAR FUNDING PROJECTS</u>	<u>FUNDING SOURCES</u>		<u>APPROVED</u>
	<u>Fairshare</u>	<u>Competitive</u>	<u>TOTAL</u>
CITY FACILITY IMPROVEMENTS			
Storm Drain/Water Quality			
Downtown Business/Civic Center Stormwater Trash Reduction	0	99,876	99,876
Maple Street Bike Trail Storm Drain CDS	0	100,000	100,000
Wintersburg Channel Stormwater Trash Reduction Project	0	98,580	98,580
Total City Facility Improvements	<u>0</u>	<u>298,456</u>	<u>298,456</u>
PARK FACILITY IMPROVEMENTS			
Park Improvements/Renovation			
Secure Bike Parking Systems	27,375	0	27,375
Total Park Facility Improvements	<u>27,375</u>	<u>0</u>	<u>27,375</u>
SUBTOTAL MEASURE M PRIOR YEAR PROJECTS	<u>27,375</u>	<u>298,456</u>	<u>325,831</u>
TOTAL MEASURE M PROJECTS	<u>4,267,550</u>	<u>15,989,681</u>	<u>20,257,231</u>

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	ADOPTED	ADOPTED	ADOPTED
		FY 11-12	FY 12-13	FY 13-14	FY 14-15
REVENUES					
TRANSPORATION SYSTEM IMPROVEMENT					
03317002	New Transportation System Improvement Area B	3,447	0	2,000	2,000
03417002	New Transportation System Improvement Area E	44,628	0	13,000	13,000
03517002	New Transportation System Improvement Area F	332,564	16,000	1,000	1,000
04117002	Transportation System Improvement Area A-2	11	0	20	20
04217002	Transportation System Improvement Area B	58	0	25	25
04317002	Transportation System Improvement Area C	64	500	10	10
04817002	Transportation System Improvement Area C-2	1,757	0	1,000	1,000
04917002	Transportation System Improvement Area G	734	0	1,000	1,000
TOTAL		<u>383,264</u>	<u>16,500</u>	<u>18,055</u>	<u>18,055</u>
EXPENDITURES					
TRANSPORATION SYSTEM IMPROVEMENT					
03317660	New Transportation System Improvement Area B	45,000	0	0	0
03417660	New Transportation System Improvement Area E	809,545	0	0	0
03517660	New Transportation System Improvement Area F	7,295	16,000	0	0
04117660	Transportation System Improvement Area A-2	0	0	0	0
04217660	Transportation System Improvement Area B	0	0	0	0
04317660	Transportation System Improvement Area C	26,700	500	0	0
04817660	Transportation System Improvement Area C-2	107,109	0	0	0
04917660	Transportation System Improvement Area G	0	0	0	0
TOTAL		<u>995,648</u>	<u>16,500</u>	<u>0</u>	<u>0</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	ADOPTED	ADOPTED
		FY 11-12	FY 12-13	FY 13-14	FY 14-15
REVENUES					
05517002 SEWER CONNECTION FEE FUND					
53701 Sewer Connection Fee	639,137	5,500,000	200,000	200,000	
57000 Expense Reimbursement	0	0	0	0	
58000 Earning on Investments	39,042	0	40,000	40,000	
TOTAL SEWER CONNECTION FEE FUND	678,179	5,500,000	240,000	240,000	
		ACTUAL	ADOPTED	ADOPTED	ADOPTED
		FY 11-12	FY 12-13	FY 13-14	FY 14-15
EXPENDITURES					
05517660 SEWER CONNECTION PROJECTS					
66220 Improvements Other than Buildings	115,688	5,500,000	1,000,000	500,000	
TOTAL SEWER CONNECTION PROJECTS	115,688	5,500,000	1,000,000	500,000	
PROJECTS				ADOPTED	ADOPTED
				FY 13-14	FY 14-15
INFRASTRUCTURE IMPROVEMENTS					
Sewer Main Repairs and Replacements			1,000,000	500,000	
TOTAL			1,000,000	500,000	

CAPITAL FUNDS

Residential Street Improvement		PROGRAM			Fund 58
PURPOSE:		Local Bond funding provided for a 3-year, \$72 million project to repair and rehabilitate neighborhood streets Citywide.			
		ACTUAL	ADOPTED	ADOPTED	ADOPTED
		FY 11-12	FY 12-13	FY 13-14	FY 14-15
REVENUES					
05817002 Residential Street Improvement					
51701	Transportation/Oversize Permits	13,921	0	0	0
53704	Trench Cut Fees/Arterial	5,321	0	0	0
53705	Trench Cut Fees	3,731	0	0	0
53706	Street Construction Fees	110,478	0	0	0
53730	HOST Fees	7,848	0	0	0
57000	Expense Reimbursement	20,182	0	0	0
59000-29	Transfer from Special Gas Tax Fund 29	3,787,527	0	0	0
TOTAL RESIDENTIAL STREET IMPROVEMENT		<u>3,949,009</u>	<u>0</u>	<u>0</u>	<u>0</u>
EXPENDITURES		ACTUAL	ADOPTED	ADOPTED	ADOPTED
		FY 11-12	FY 12-13	FY 13-14	FY 14-15
05817661 Gas Tax Residential Street Improvement					
65205	Internal Departments Personnel Charges	93,728	0	0	0
66220	Improvements Other than Buildings	831,537	0	0	0
		<u>925,265</u>	<u>0</u>	<u>0</u>	<u>0</u>
TOTAL RESIDENTIAL STREET IMPROVEMENT		<u>925,265</u>	<u>0</u>	<u>0</u>	<u>0</u>

CAPITAL FUNDS

Select Street Construction		PROGRAM			Fund 59
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:					
A. State Gas Tax funds (Section 2105,6,7) transferred from Fund 29.					
B. County Gas Tax funds administered by the Orange County Transportation Authority.					
		<u>ACTUAL</u>	<u>ADOPTED</u>	<u>ADOPTED</u>	<u>ADOPTED</u>
		<u>FY 11-12</u>	<u>FY 12-13</u>	<u>FY 13-14</u>	<u>FY 14-15</u>
REVENUES					
05917002 Select Street Construction					
52000	Federal Grants - Direct	0	164,250	143,000	0
52001	Federal Grants - Indirect	4,521,325	0	0	0
52026	State Grants - Indirect	0	0	0	0
52341	OCTA Gas Tax Subvention	5,877,497	0	0	0
57000	Expense Reimbursement	13,322	0	0	0
57006	Expense Reimb - Condemn Deposit	3,116	0	0	0
57010	Miscellaneous Recoveries	111,674	0	0	0
57080	Developer Contribution	6,000	0	0	0
57960	Rental of Property	124,972	0	0	0
58000	Earnings on Investment	22,418	0	0	0
58002	Net Increase/Decrease in Fair Value	(24,315)	0	0	0
58006	Interest Earned on Advanced Received	18,742	0	0	0
59000-29	Transfer from Fund 29	0	2,047,085	2,873,475	2,833,445
TOTAL SELECT STREET CONSTRUCTION		<u>10,674,750</u>	<u>2,211,335</u>	<u>3,016,475</u>	<u>2,833,445</u>
		<u>ACTUAL</u>	<u>ADOPTED</u>	<u>ADOPTED</u>	<u>ADOPTED</u>
		<u>FY 11-12</u>	<u>FY 12-13</u>	<u>FY 13-14</u>	<u>FY 14-15</u>
EXPENDITURES					
05917660 SELECT STREET CONSTRUCTION					
66100	Land	1,598,880	0	0	0
66220	Improvements Other than Buildings	3,500,404	2,211,335	2,557,672	0
		5,099,284	2,211,335	2,557,672	0
05917661 OCTA BRISTOL STREET CORRIDOR IMPROVEMENTS					
66100	Land	2,360,086	0	0	0
66220	Improvements Other than Buildings	3,823,125	0	0	0
		6,183,211	0	0	0
05917662 ARRA RSTP					
66220	Improvements Other than Buildings	(16,184)	0	0	0
		(16,184)	0	0	0
05917663 TRAFFIC CONGESTION RELIEF HUT 2013					
66220	Improvements Other than Buildings	269,840	0	2,697,590	2,833,445
		269,840	0	2,697,590	2,833,445
TOTAL 59 SELECT STREET		<u>11,536,151</u>	<u>2,211,335</u>	<u>5,255,262</u>	<u>2,833,445</u>

CAPITAL FUNDS

Select Street Construction	PROJECT DETAIL			Fund 59
FY 13-14 PROJECTS	FUNDING SOURCES			APPROVED Total
	Gas Tax	OCTA Gas Tax	Others	
NEIGHBORHOOD IMPROVEMENTS				
Omnibus Concrete	189,470	0	0	189,470
Alley Improvement Program	39,620	0	0	39,620
TOTAL NEIGHBORHOOD IMPROVEMENTS	<u>229,090</u>	<u>0</u>	<u>0</u>	<u>229,090</u>
ARTERIAL IMPROVEMENTS				
Street Reconstruction/Resurfacing				
Chestnut Avenue Rehabilitation: Broadway to Main	287,000	0	0	287,000
Civic Center Drive Rehabilitation: Main to Spurgeon	440,000	0	0	440,000
McFadden Avenue Rehabilitation: Newhope to Harbor	646,000	0	0	646,000
Memory Lane Rehabilitation: Main to North City Limit	829,000	0	0	829,000
TOTAL ARTERIAL IMPROVEMENTS	<u>2,202,000</u>	<u>0</u>	<u>0</u>	<u>2,202,000</u>
TRAFFIC IMPROVEMENTS				
Fixed Guideway (FTA)	194,000	0	0	194,000
TOTAL TRAFFIC IMPROVEMENTS	<u>194,000</u>	<u>0</u>	<u>0</u>	<u>194,000</u>
PARK FACILITY IMPROVEMENTS				
Chestnut Avenue Bike Lane	36,500	0	0	36,500
First Street Bike Lane: Newhope to Harbor	0	0	143,000	143,000
Maple Bike Trail Safety Enhancements	36,000	0	0	36,000
TOTAL PARK FACILITY IMPROVEMENTS	<u>72,500</u>	<u>0</u>	<u>143,000</u>	<u>215,500</u>
SUBTOTAL SELECT STREETS PROJECTS	<u>2,697,590</u>	<u>0</u>	<u>143,000</u>	<u>2,840,590</u>
PRIOR YEAR FUNDING PROJECTS				
Arterial Widening				
Bristol Street: Phase IIIA - Civic Center to Washington	0	0	594,000	594,000
Bristol Street: Phase IIIB - Washington to Seventeenth	0	0	330,126	330,126
Bristol Street: Phase IV - Warner to St. Andrew	0	0	737,946	737,946
Park Improvements/Renovation				
Chestnut Avenue Bike Lane	0	0	377,500	377,500
Maple Bike Trail Safety Enhancements	0	0	264,000	264,000
Newhope Street Bike Lane: Fifth to Westminster	0	0	111,100	111,100
SUBTOTAL PRIOR YEAR PROJECTS	<u>0</u>	<u>0</u>	<u>2,414,672</u>	<u>2,414,672</u>
TOTAL SELECT STREETS PROJECTS	<u>2,697,590</u>	<u>0</u>	<u>2,557,672</u>	<u>5,255,262</u>

CAPITAL FUNDS

Federal Aid Safety Program		PROGRAM		Fund 147	
PURPOSE:					
<p>The Moving Ahead for Progress in the 21st Century Act (MAP-21) went into effect on October 1, 2012. It continued the Highway Safety Improvement Program (HSIP) as a core Federal-aid program. The goal of the program is to achieve a significant reduction in traffic fatalities and serious injuries on all public roads. The HSIP requires a data-driven, strategic approach to improving highway safety on all public roads that focuses on performance.</p>					
		<u>ACTUAL</u>	<u>ADOPTED</u>	<u>ADOPTED</u>	<u>ADOPTED</u>
		<u>FY 11-12</u>	<u>FY 12-13</u>	<u>FY 13-14</u>	<u>FY 14-15</u>
REVENUES					
14717002 Street Safety Projects					
52001	Federal Grants - Indirect	86,011	0	486,300	0
TOTAL STREET SAFETY PROJECTS		<u>86,011</u>	<u>0</u>	<u>486,300</u>	<u>0</u>
		<u>ACTUAL</u>	<u>ADOPTED</u>	<u>ADOPTED</u>	<u>ADOPTED</u>
		<u>FY 11-12</u>	<u>FY 12-13</u>	<u>FY 13-14</u>	<u>FY 14-15</u>
EXPENDITURES					
14717611					
65205	Internal Depts. Personnel Charges	7,382	0	0	0
66220	Improvements Other than Buildings	45,735	0	486,300	0
TOTAL 147 STREET SAFETY PROJECTS		<u>53,118</u>	<u>0</u>	<u>486,300</u>	<u>0</u>
PRIOR YEAR FUNDING PROJECTS				<u>ADOPTED</u>	<u>ADOPTED</u>
				<u>FY 13-14</u>	<u>FY 14-15</u>
<i>Traffic Improvements</i>					
Newhope Street at Camile Street - New Traffic Signal				296,900	0
Segerstrom Avenue at Bear Street - Traffic Signal Modification				189,400	0
				<u>486,300</u>	<u>0</u>

CAPITAL FUNDS

Traffic System Management Grant		PROGRAM		Fund 148	
PURPOSE:					
<p>The Federal-aid Safe Routes to School Program (SRTS) was created in 2005 by the <i>Safe, Accountable, Flexible, Efficient Transportation Equity Act: A Legacy for Users Act</i> (SAFETEA-LU). Funding is available for infrastructure and non-infrastructure projects, and to administer State Safe Routes to School programs that benefit elementary and middle school children in grades K-8. The purposes of the program are: (1) to enable and encourage children, including those with disabilities, to walk and bicycle to school; (2) to make bicycling and walking to school a safer and more appealing transportation alternative; and (3) to facilitate the planning, development, and implementation of projects and activities that will improve safety and reduce traffic, fuel consumption, and air pollution in the vicinity of schools. The Federal-aid SRTS Program is administered by the Federal Highway Administration Office of Safety.</p>					
		<u>ACTUAL</u>	<u>ADOPTED</u>	<u>ADOPTED</u>	<u>ADOPTED</u>
		<u>FY 11-12</u>	<u>FY 12-13</u>	<u>FY 13-14</u>	<u>FY 14-15</u>
REVENUES					
14817002 Traffic System Management					
52001	Federal Grants - Indirect	241,483	0	338,940	0
TOTAL TRAFFIC SYSTEM MANAGEMENT		<u>241,483</u>	<u>0</u>	<u>338,940</u>	<u>0</u>
		<u>ACTUAL</u>	<u>ADOPTED</u>	<u>ADOPTED</u>	<u>ADOPTED</u>
		<u>FY 11-12</u>	<u>FY 12-13</u>	<u>FY 13-14</u>	<u>FY 14-15</u>
EXPENDITURES					
14817611					
65205	Internal Depts. Personnel Charges	11,449	0	0	0
66220	Improvements Other than Buildings	24,067	0	338,940	0
TOTAL 148 TRAFFIC SYSTEM MANAGEMENT		<u>35,516</u>	<u>0</u>	<u>338,940</u>	<u>0</u>
PRIOR YEAR FUNDING PROJECTS				<u>ADOPTED</u>	<u>ADOPTED</u>
				<u>FY 13-14</u>	<u>FY 14-15</u>
<i>Traffic Improvements</i>					
Santa Ana Safe Street Crossers (SRTS)				338,940	0
				<u>338,940</u>	<u>0</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.					
REVENUES					
161 STATE CAPITAL GRANTS					
50001	Balance From Prior Year	0	0	0	0
52025	State Grants - Direct	53,028	5,000,000	0	0
TOTAL STATE CAPITAL GRANTS REVENUES		53,028	5,000,000	0	0
EXPENDITURES					
16113260 <i>Roberti Z'Berg-Harris Grant</i>					
66220	Improvements Other Than Buildings	0	0	0	0
		0	0	0	0
16173261 <i>PWA - CALTRANS - BICYCLE (BTA)</i>					
65205	Internal Departments Personnel Charges	0	0	0	0
66220	Improvements Other Than Buildings	0	0	0	0
		0	0	0	0
16113262 <i>State Resources Agency Grant</i>					
66220	Improvements Other Than Buildings	313,004	0	0	0
		313,004	0	0	0
16113265 <i>Habitat Conservation Fund</i>					
61000	Personnel Charges	0	0	0	0
62300	Contract Services - Professional	240	0	0	0
63001	Miscellaneous Operating Expenses	0	0	0	0
66220	Improvements Other Than Buildings	690	0	0	0
		930	0	0	0
16113266					
66220	Improvements Other Than Buildings	0	5,000,000	0	0
		0	5,000,000	0	0
TOTAL STATE CAPITAL GRANTS EXPENDITURES		313,934	5,000,000	0	0

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	ADOPTED	ADOPTED
		FY 11-12	FY 12-13	FY 13-14	FY 14-15
REVENUES					
16913002	RECREATION GRANTS REVENUE				
52001	Federal Grant- Indirect	0	0	0	0
52025	State Grant - Direct	49,489	0	0	0
52040	Grant - Other	259,646	0	0	0
58000	Earnings On Investments	(16)	0	0	0
	TOTAL RECREATION GRANTS REVENUES	<u>309,118</u>	<u>0</u>	<u>0</u>	<u>0</u>
		ACTUAL	ADOPTED	ADOPTED	ADOPTED
		FY 11-12	FY 12-13	FY 13-14	FY 14-15
EXPENDITURES					
16913262	HABITAT CONSERVATION FUND				
66220	Improvements other than Buildings	55,662	0	0	0
		<u>55,662</u>	<u>0</u>	<u>0</u>	<u>0</u>
16913263	CA STATE PARK BOND PER CAPITA				
66220	Improvements other than Buildings	10,383	0	0	0
		<u>10,383</u>	<u>0</u>	<u>0</u>	<u>0</u>
	TOTAL RECREATION GRANTS EXPENDITURES	<u>66,045</u>	<u>0</u>	<u>0</u>	<u>0</u>
PROJECTS				ADOPTED	ADOPTED
				FY 13-14	FY 14-15
<i>Park Facility Improvements</i>				0	0
				<u>0</u>	<u>0</u>
TOTAL PARK FACILITY IMPROVEMENTS				<u>0</u>	<u>0</u>

CAPITAL FUNDS

State Recreation Trails Program		PROGRAM		Fund 172	
PURPOSE:					
This funding source is made available by the Sate of California, Department of Parks and Recreation. This competitive grant program was established under the Transportation Equity Act for the 21st Century and provides funds annually for recreational trails and trail-related projects. Approximately \$2.2 million per year is the available for non-motorized projects.					
		<u>ACTUAL</u>	<u>ADOPTED</u>	<u>ADOPTED</u>	<u>ADOPTED</u>
		<u>FY 11-12</u>	<u>FY 12-13</u>	<u>FY 13-14</u>	<u>FY 14-15</u>
REVENUES					
17213002	NATIONAL RECREATION TRAILS FUND ACT				
	52001 Federal Grant	134,447	0	0	0
	52025 State Aid Program	0	0	0	0
	58000 Earning on Investments	40	0	0	0
	TOTAL ANTICIPATED REVENUES	<u>134,487</u>	<u>0</u>	<u>0</u>	<u>0</u>
		<u>ACTUAL</u>	<u>ADOPTED</u>	<u>ADOPTED</u>	<u>ADOPTED</u>
		<u>FY 11-12</u>	<u>FY 12-13</u>	<u>FY 13-14</u>	<u>FY 14-15</u>
EXPENDITURES					
17213240	NATIONAL RECREATION TRAILS FUND ACT				
	65205 Internal Departments Personnel Charges	20,357	0	0	0
	66220 Improvements other than Buildings	<u>286,376</u>	<u>0</u>	<u>0</u>	<u>0</u>
	TOTAL ANTICIPATED EXPENDITURES	<u>306,732</u>	<u>0</u>	<u>0</u>	<u>0</u>
PROJECTS				<u>ADOPTED</u>	<u>ADOPTED</u>
				<u>FY 13-14</u>	<u>FY 14-15</u>
<i>Park Facility Improvements</i>					
				<u>0</u>	<u>0</u>
TOTAL PARK FACILITY IMPROVEMENTS				<u>0</u>	<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. These fees are the primary source of funding for development, enhancement, and renovation of the City's parklands.					
		ACTUAL	ADOPTED	ADOPTED	ADOPTED
		FY 11-12	FY 12-13	FY 13-14	FY 14-15
REVENUES					
30113002 REC/COM SVCS ACQ & DEV					
57304	Rancho Santiago Reimbursement/PR	69,623	0	0	0
58000	Earnings on Investments	173	28,000	0	0
		<u>69,796</u>	<u>28,000</u>	<u>0</u>	<u>0</u>
31113002 RESIDENTIAL DEVELOPMENT DISTRICT 1					
53300	Park Acquisition & Dev. Fees	0	0	148,960	0
57991	Miscellaneous	119,753	0	5,000	5,000
58000	Earnings on Investments	798	1,000	800	0
		<u>120,551</u>	<u>1,000</u>	<u>154,760</u>	<u>5,000</u>
31213002 RESIDENTIAL DEVELOPMENT DISTRICT 2					
53300	Park Acquisition & Dev. Fees	300,345	0	620,355	497,080
57991	Miscellaneous	174,363	0	5,000	5,000
58000	Earnings on Investments	12,890	10,000	6,000	0
		<u>487,598</u>	<u>10,000</u>	<u>631,355</u>	<u>502,080</u>
31313002 RESIDENTIAL DEVELOPMENT DISTRICT 3					
53300	Park Acquisition & Dev. Fees	0	0	0	778,660
57991	Miscellaneous	0	0	5,000	5,000
58000	Earnings on Investments	6,513	5,000	2,400	0
		<u>6,513</u>	<u>5,000</u>	<u>7,400</u>	<u>783,660</u>
31413002 RESIDENTIAL DEVELOPMENT DISTRICT 4					
53300	Park Acquisition & Dev. Fees	0	0	87,320	0
57991	Miscellaneous	2,754	35,000	5,000	5,000
58000	Earnings on Investments	2,255	500	1,400	0
		<u>5,008</u>	<u>35,500</u>	<u>93,720</u>	<u>5,000</u>
TOTAL PARK ACQUISITION AND DEVELOPMENT		<u><u>689,467</u></u>	<u><u>79,500</u></u>	<u><u>887,235</u></u>	<u><u>1,295,740</u></u>
		ACTUAL	ADOPTED	ADOPTED	ADOPTED
		FY 11-12	FY 12-13	FY 13-14	FY 14-15
EXPENDITURES					
30113260 RESIDENTIAL DEVELOPMENT DISTRICT 1					
62300	Contract Services - Professional	76,621	0	184,710	0
		<u>76,621</u>	<u>0</u>	<u>184,710</u>	<u>0</u>
31113260 RESIDENTIAL DEVELOPMENT DISTRICT 1					
66220	Improvements Other than Buildings	56,273	0	154,760	5,000
		<u>56,273</u>	<u>0</u>	<u>154,760</u>	<u>5,000</u>
31213260 RESIDENTIAL DEVELOPMENT DISTRICT 2					
66220	Improvements Other than Buildings	1,150	54,750	1,337,965	502,080
		<u>1,150</u>	<u>54,750</u>	<u>1,337,965</u>	<u>502,080</u>
31213261 RES. DEV. DISTRICT 2 - IN LIEU					
66220	Improvements Other than Buildings	1,017	0	337,080	0
		<u>1,017</u>	<u>0</u>	<u>337,080</u>	<u>0</u>
31313260 RESIDENTIAL DEVELOPMENT DISTRICT 3					
66220	Improvements Other than Buildings	197,894	0	7,400	783,660
		<u>197,894</u>	<u>0</u>	<u>7,400</u>	<u>783,660</u>
31413260 RESIDENTIAL DEVELOPMENT DISTRICT 4					
66220	Improvements Other than Buildings	76,149	0	93,720	5,000
		<u>76,149</u>	<u>0</u>	<u>93,720</u>	<u>5,000</u>
TOTAL PARK ACQUISITION AND DEVELOPMENT		<u><u>409,104</u></u>	<u><u>54,750</u></u>	<u><u>2,115,635</u></u>	<u><u>1,295,740</u></u>

CAPITAL FUNDS

Police Building Debt Service	PROGRAM	Fund 400								
<p>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.</p>										
<table style="width: 100%; border-collapse: collapse;"> <thead> <tr> <th style="width: 40%;"></th> <th style="text-align: center; border-bottom: 1px solid black;">ACTUAL FY 11-12</th> <th style="text-align: center; border-bottom: 1px solid black;">ADOPTED FY 12-13</th> <th style="text-align: center; border-bottom: 1px solid black;">ADOPTED FY 13-14</th> <th style="text-align: center; border-bottom: 1px solid black;">ADOPTED FY 14-15</th> </tr> </thead> </table>							ACTUAL FY 11-12	ADOPTED FY 12-13	ADOPTED FY 13-14	ADOPTED FY 14-15
	ACTUAL FY 11-12	ADOPTED FY 12-13	ADOPTED FY 13-14	ADOPTED FY 14-15						
REVENUES										
40019002 POLICE BUILDING DEBT SERVICE										
58000 Earnings on Investments	10,786	12,000	13,150	15,750						
58005 Investment Income -Trustee	(118,352)	0	0	0						
59000-11 Transfer From General Fund 11	7,542,183	8,988,105	9,065,000	9,220,000						
TOTAL POLICE BUILDING DEBT SERVICE FUND	7,434,617	9,000,105	9,078,150	9,235,750						
<table style="width: 100%; border-collapse: collapse;"> <thead> <tr> <th style="width: 40%;"></th> <th style="text-align: center; border-bottom: 1px solid black;">ACTUAL FY 11-12</th> <th style="text-align: center; border-bottom: 1px solid black;">ADOPTED FY 12-13</th> <th style="text-align: center; border-bottom: 1px solid black;">ADOPTED FY 13-14</th> <th style="text-align: center; border-bottom: 1px solid black;">ADOPTED FY 14-15</th> </tr> </thead> </table>							ACTUAL FY 11-12	ADOPTED FY 12-13	ADOPTED FY 13-14	ADOPTED FY 14-15
	ACTUAL FY 11-12	ADOPTED FY 12-13	ADOPTED FY 13-14	ADOPTED FY 14-15						
EXPENDITURES										
40019020 POLICE BUILDING DEBT SERVICE										
62300 Other Contractual Services	11,634	394,000	12,000	12,000						
67300 Bond Principal	4,370,000	4,585,000	4,685,000	5,030,000						
67310 Bond Interest	4,694,575	4,541,625	4,381,150	4,193,750						
TOTAL POLICE BUILDING DEBT SERVICE FUND	9,076,209	9,520,625	9,078,150	9,235,750						

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)



This Page Intentionally Left Blank

**CITY OF SANTA ANA
CAPITAL IMPROVEMENT PROGRAM (CIP)
FY 13-14 CIP PROJECTS BY CATEGORY**

<u>PROJECTS</u>	<u>TOTAL</u>
I. NEIGHBORHOOD IMPROVEMENTS	
Curb, Gutter, Sidewalk	
Omnibus Concrete	350,000
Pedestrian Safety Project Development	50,000
Subtotal Curb, Gutter, Sidewalk	400,000
Neighborhood Street Improvements	
Local Street Preventative Maintenance	1,400,000
Residential Street Repair Program	788,692
Subtotal Neighborhood Street Improvements	2,188,692
Alley Improvement Program	
Alleys	95,850
Subtotal Alley Improvements	95,850
TOTAL NEIGHBORHOOD IMPROVEMENTS	2,684,542
II. ARTERIAL IMPROVEMENTS	
Arterial Widening	
Bristol Street Widening: Phase IIIA - Civic Center to Washington	594,000
Bristol Street Widening: Phase IIIB - Washington to Seventeenth	11,482,701
Bristol Street Widening: Phase IV - Warner to St. Andrew	737,946
Grand Avenue Widening: First to Fourth	2,790,262
Project Development	100,000
Right-of-Way Management	100,000
Warner Avenue Widening: Main to Grand	5,411,121
Warner Avenue Widening: Main to Oak	5,831,700
Subtotal Arterial Widening	27,047,730
Street Reconstruction/Resurfacing	
Arterial Street Preventative Maintenance	1,400,000
Chestnut Avenue Rehabilitation: Broadway to Main	287,000
Civic Center Drive Rehabilitation: Main to Spurgeon	440,000
McFadden Avenue Rehabilitation: Newhope to Harbor	646,000
Memory Lane Rehabilitation: Main to North City Limit	829,000
Pavement Management	100,000
Subtotal Street Reconstruction/Resurfacing	3,702,000
TOTAL ARTERIAL IMPROVEMENTS	30,749,730
III. TRAFFIC IMPROVEMENTS	
Traffic Improvements	
Fixed Guideway	194,000
Grand/Glassel/Kraemer Corridor Traffic Signal Synchronization	850,000
Main Street Corridor Traffic Signal Synchronization	1,212,000
Newhope Street at Camille Street - New Traffic Signal	330,000
Santa Ana Safe Street Crossers (SRTS)	338,940
Segerstrom Avenue at Bear Street - Traffic Signal Modification	210,600
Traffic Control Devices Inventory	100,000
Traffic Management Plans	30,000
Traffic Safety Project Development	124,115
Traffic Signal Equipment Replacement	100,000
Subtotal Traffic Improvements	3,489,655
TOTAL TRAFFIC IMPROVEMENTS	3,489,655

**CITY OF SANTA ANA
CAPITAL IMPROVEMENT PROGRAM (CIP)
FY 13-14 CIP PROJECTS BY CATEGORY**

<u>PROJECTS</u>	<u>TOTAL</u>
IV. INFRASTRUCTURE IMPROVEMENTS	
Sewer	
Sewer Main Repairs and Replacements	1,000,000
Subtotal Sewer	1,000,000
Water	
Walnut Pump Station	500,000
Water Main Replacements	3,900,000
Subtotal Water	4,400,000
TOTAL INFRASTRUCTURE IMPROVEMENTS	5,400,000
V. CITY FACILITY IMPROVEMENTS	
Storm Drain/Water Quality	
Downtown Business/Civic Center Stormwater Trash Reduction Project	109,864
Maple Street Bike Trail Storm Drain CDS	140,700
Santa Ana Delhi Channel Diversion Project	4,288,125
Wintersburg Channel Stormwater Trash Reduction Project	108,438
Subtotal City Facility Improvements	4,647,127
Parking Structure Improvements	
Parking Structure Improvements	2,500,000
Subtotal Parking Structure Improvements	2,500,000
TOTAL CITY FACILITY IMPROVEMENTS	7,147,127
V. PARK FACILITY IMPROVEMENTS	
Park Facility Improvements/Renovation	
Ballfield Fence Repair at Various Parks	80,000
Bike Lane Project Development	45,000
Chestnut Avenue Bike Lane	414,000
First Street Bike Lane - Newhope to Harbor	143,000
Maple Bike Trail Safety Enhancements	300,000
Memorial Park Security Lighting Improvements	480,000
Newhope Street Bike Lane - Fifth to Westminster	111,100
Pacific Electric Park	250,000
Portola Parking Lot, Basketball Court, and Tennis Court Renovation	286,500
Santa Anita Park Patio Renovation	119,000
Secure Bike Parking Systems	54,750
Subtotal Park Improvements/Renovation	2,283,350
TOTAL PARK FACILITY IMPROVEMENTS	2,283,350
GRAND TOTAL	51,754,404

**CITY OF SANTA ANA
SEVEN-YEAR CAPITAL IMPROVEMENT PROGRAM
FY 13-14 THROUGH FY 19-20**

PROJECTS	FY 13-14	FY 14-15	FY 15-16	FY 16-17	FY 17-18	FY 18-19	FY 19-20	TOTAL
I. NEIGHBORHOOD IMPROVEMENTS								
Curb, Gutter, Sidewalk Improvements	400,000	509,841	521,073	463,349	466,567	468,837	472,392	3,302,059
Neighborhood Street Improvements	2,188,692	2,788,692	2,788,692	2,788,692	2,788,692	2,788,692	2,788,692	18,920,844
Alleys	95,850	152,103	260,000	260,000	260,000	260,000	260,000	1,547,953
Total Neighborhood Improvements	2,684,542	3,450,636	3,569,765	3,512,041	3,515,259	3,517,529	3,521,084	23,770,856
II. ARTERIAL IMPROVEMENTS								
Arterial Widening	27,047,730	2,816,432	200,000	200,000	200,000	200,000	200,000	30,864,162
Street Reconstruction/Resurfacing	3,702,000	3,990,000	4,342,000	4,648,000	4,853,000	5,054,000	5,267,886	31,856,886
Total Arterial Improvements	30,749,730	6,806,432	4,542,000	4,848,000	5,053,000	5,254,000	5,467,886	62,721,048
III. TRAFFIC IMPROVEMENTS								
Traffic Improvements	3,489,655	444,000	250,000	250,000	250,000	250,000	250,000	5,183,655
Total Traffic Improvements	3,489,655	444,000	250,000	250,000	250,000	250,000	250,000	5,183,655
IV. INFRASTRUCTURE IMPROVEMENTS								
Sewer	1,000,000	500,000	500,000	500,000	500,000	500,000	500,000	4,000,000
Water	4,400,000	3,000,000	4,000,000	4,500,000	4,500,000	5,000,000	5,000,000	30,400,000
Total Infrastructure Improvements	5,400,000	3,500,000	4,500,000	5,000,000	5,000,000	5,500,000	5,500,000	34,400,000
V. CITY FACILITY IMPROVEMENTS								
Storm Drain/Water Quality	4,647,127	100,000	1,250,000	0	0	0	0	5,997,127
Parking Structure Improvements	2,500,000	0	0	0	0	0	0	2,500,000
Total City Facility Improvements	7,147,127	100,000	1,250,000	0	0	0	0	8,497,127
VI. PARK IMPROVEMENTS								
Park Facility Improvements	2,283,350	2,090,000	50,000	50,000	50,000	50,000	50,000	4,623,350
Total Park Improvements	2,283,350	2,090,000	50,000	50,000	50,000	50,000	50,000	4,623,350
GRAND TOTAL	51,754,404	16,391,068	14,161,765	13,660,041	13,868,259	14,571,529	14,788,970	139,196,036