



**Kathy Ward**

Mayor

**Tim Brown**

Mayor Pro Tem

**Lori Donchak**

Councilmember

**Chris Hamm**

Councilmember

**Steven Swartz**

Councilmember

**James Makshanoff**

City Manager



# Annual Budget

## Fiscal Year 2017-18

## 2017 San Clemente City Council



Top Row: Mayor Kathy Ward

Bottom Row (left): Mayor Pro Tem Tim Brown, Lori Donchak, Chris Hamm and Steven Swartz



### *Mission Statement*

The City of San Clemente, in partnership with the community we serve, will foster a tradition dedicated to:

- Maintaining a safe, healthy atmosphere in which to live, work and play;
- Guiding development to ensure responsible growth while preserving and enhancing our village character, unique environment and natural amenities;
- Providing for the City's long term stability through promotion of economic vitality and diversity;
- Resulting in a balanced community committed to protection of what is valued today while meeting tomorrow's needs.

A handwritten signature in blue ink, appearing to read "Kathy Ward".

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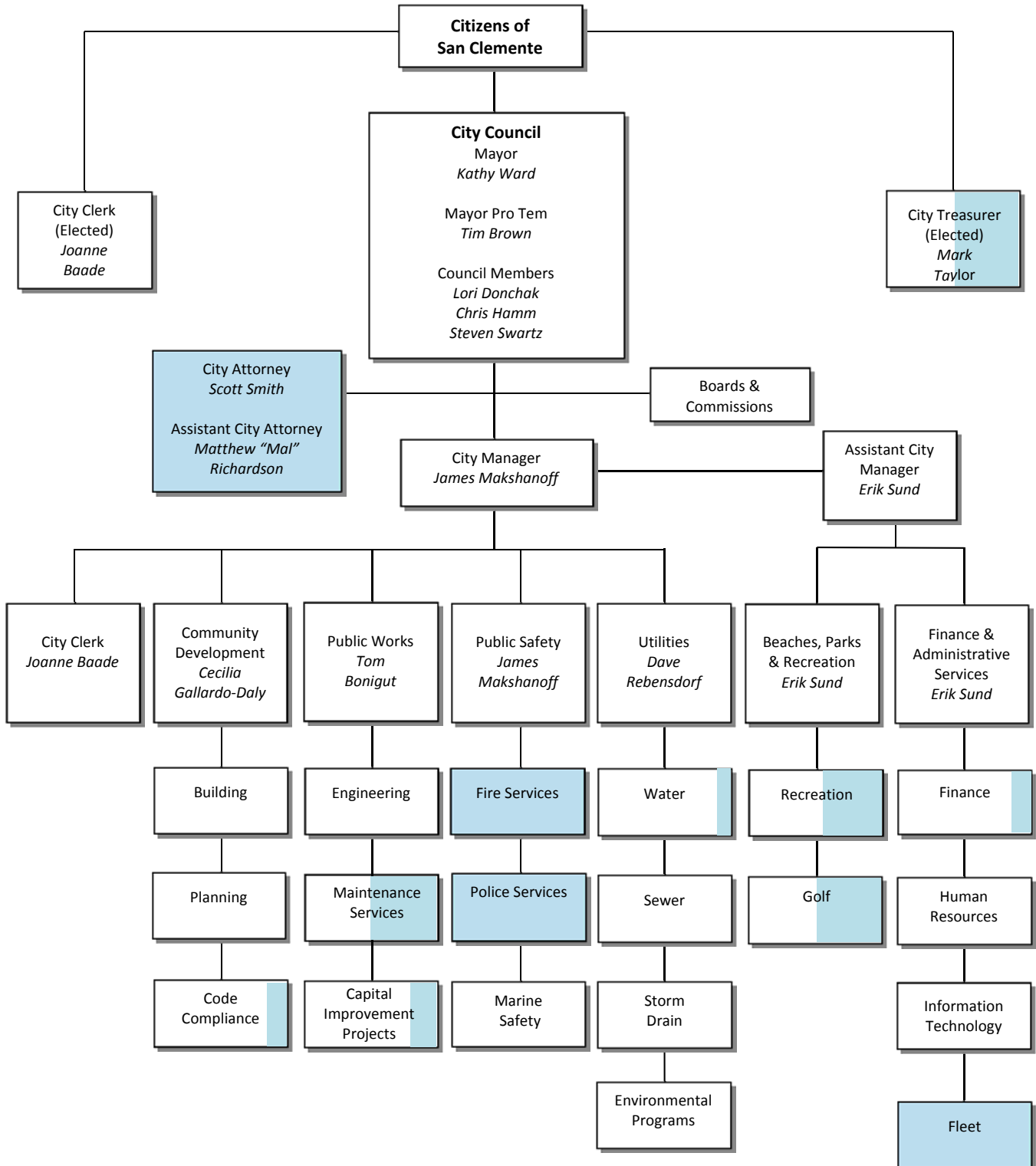
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*This entire document can also be downloaded from the City’s website: <http://san-clemente.org>.*

*Photography in this publication has been provided by:  
Will Buddenhagen, Former City Employee*

# San Clemente Organization Chart



 Shading indicates contracted services

# Financial Accomplishments



The Government Finance Officers Association of the United States and Canada (GFOA) presented a Distinguished Budget Presentation Award to the City of San Clemente, California for its annual budget for the fiscal year beginning July 1, 2016. In order to receive this award, a governmental unit must publish a budget document that meets program criteria as a policy document, as a financial plan, as an operations guide, and as a communications device.

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

**SAN CLEMENTE (AAA)**

“San Clemente is the southernmost city in Orange County, located on the Pacific Ocean. Although a primarily wealthy residential community, the city also has some office and retail areas. In our view, financially, the city has performed very well in recent years and has maintained an unreserved fund balance of more than 40% of expenditures since 2001. We understand that the city does not have any plans to issue debt in the next couple years.”

<p>AAA---An obligation rated 'AAA' has the highest rating assigned by Standard &amp; Poor's. The obligor's capacity to meet its financial commitment on the obligation is extremely strong.</p> <p>Standard and Poor's reaffirmed the City's long-term financial "AAA" rating and stable outlook in August 2015.</p>	





# City of San Clemente

James Makshanoff, City Manager  
100 Avenida Presidio, San Clemente, CA 92672

Honorable Mayor and Councilmembers:

I am pleased to present a balanced Operating Budget and Capital Improvement Program for the City of San Clemente for the 2017-18 fiscal year, commencing on July 1, 2017 through June 30, 2018. The total City budget amounts to \$134.7 million, with a total General Fund spending plan of \$68.2 million.

With fiscal year 2017-18 on the horizon and the completion of the 2017 Long Term Financial Plan (LTFP) in our rear view mirror, City staff are positioning this year’s budget to be a conservative and proactive step to addressing future budget shortfalls that are forecasted. The City of San Clemente has always stressed the importance of financial stability to ensure core City services can be delivered efficiently and effectively. Now, more than ever, it is critical for the City to maintain a strong financial position to be able to be prepared for future projected deficits.

The City’s five-year financial forecast presented at the 2017 LTFP workshop has been updated to reflect the FY 2017-18 budget to determine the impact of current budgetary decisions on the City’s future operating position and fund balances. Results of the updated forecast with respect to operating position are shown below.

<b>Forecasted Operating Position</b> (In millions)	<b>2017-18</b>	<b>2018-19</b>	<b>2019-20</b>	<b>2020-21</b>	<b>2021-22</b>
Operating receipts	\$ 61.5	\$ 63.2	\$ 65.0	\$ 66.7	\$ 68.6
Operating disbursements	<u>60.5</u>	<u>63.0</u>	<u>65.3</u>	<u>67.7</u>	<u>70.2</u>
<b>Projected surplus/deficit</b>	\$ 1.0	\$ 0.2	\$(0.3)	\$(1.0)	\$(1.6)

The General Fund’s forecasted operating position is positive in the first two years of the five-year forecast, and negative beginning in FY 2019-20, mainly due to increasing public safety contractual costs and increasing pension costs outpacing conservative revenue projections.

The annual LTFP and budget process are the two primary tools that the City utilizes to maintain a strong financial position and to steer the City in a positive financial direction. The driving force to these tools is the City staff that participate in the development of the budget and LTFP. They play a significant role in creating a strong financial position. For that, I want to thank all the City staff that make San Clemente a financially stable and strong City. It is important to note, these actions are what directly contribute to the City’s long standing AAA credit rating.

Department budgets for fiscal year 2017-18 are structured to provide appropriate staffing levels to ensure that we effectively deliver of all of the City’s core services to the community. This budget also continues to reflect the on-going dedication to maintaining organizational effectiveness, with a number of departmental reorganizations being proposed: 1) the splitting the Public Works Department into two departments: a new, reorganized Public Works Department and a Utilities Department; 2) incorporating a number of staff modifications in the Community Development Department; 3) the reallocation of staff and staff modifications in the Beaches, Park and Recreation Department; and 4) the budget consolidation of all Public Safety

Services as well as the initiation of a Public Safety Task Force. These reorganizations and modifications will provide a number of benefits to residents that receive their services, as well as to the staff that provide those services. These benefits range from streamlined processes, to operational improvements, to better succession planning and support for employees in growing in their career paths.

The City has always been committed, and will continue to be committed, to being diligent in the reviewing and monitoring of expenditures and revenues through the budget process and quarterly reporting, and to the continued practice of staffing reassessments when vacancies arise.

The staffing assessment process played a critical role in the proposed Public Works reorganization being presented within this budget. When the City's long term Public Works Director retired earlier this year after twenty-seven years, the City strategized how to effectively reorganize the Department to better address growing demand, while also creating a better path for succession and promotional opportunities, which plays a role in retention. The Public Works Department was split into two separate Departments. The new, reorganized, Public Works Department will include Traffic, Streets, Development Engineering, Inspection Services, Maintenance Services and oversight of the City's Capital Improvement Program. The newly formed Utilities Department will encompass the City's Water, Sewer, Storm Drain and Solid Waste functions as well as oversee the City's Environmental programs. The current position of Public Works Director and a newly established Utilities Director will head the two Departments, while the two current Public Works Deputy Director positions will be eliminated. Over the next year, staff will be assessing this reorganization and revisiting it as part of the fiscal year 2018-19 budget to determine if further adjustments need to be made.

The City contracted a consultant in FY 2016-17 to conduct an in-depth study of the Community Development Department, specifically the Planning and Code Compliance divisions. The study evaluated opportunities to improve efficiency by adjustments in staffing levels and organizational structure for these functional areas. The City Council approved the implementation of a number of recommendations with the main goal of providing better services that are more responsive to current demands within the City. These changes include restructuring of the Planning Division into two divisions, Long Range Planning and Current Planning, the implementation of a Code Compliance swing shift covering evening and night hours, converting limited-term Code Compliance positions to permanent full-time, and eliminating Planners from the permit counter and creating a new position that provides the same service at a lesser cost.

With the opening of the Ole Hanson Beach Club and community input the City has received, the Beaches Park and Recreation Department has realigned and adjusted staffing to better serve the community at the City's two premier pool facilities: Vista Hermosa Aquatic Center and the Ole Hanson Beach Club. This realignment in staffing will afford the public better access to these facilities and improve aquatic related programming and other recreational activities at the sites, as well as ensuring better accountability of registration revenue.

For the last two fiscal years, the City had begun consolidating Public Safety Services. This fiscal year the consolidation will be completed, from a budget perspective, with Marine Safety being removed from the Beaches, Parks and Recreation Department and consolidated under Public Safety, with Police Services and Fire Services. From a budget and management perspective this

makes sense and better represents the dollars allocated to these critical services. In an effort to further enhance these critical services, the City contracted with Matrix Consulting to evaluate current law enforcement services in the City. With a priority of soliciting input from the community in an effort to seek opportunities for improvement. The result was a final study that documented current service levels, evaluated the efficiency and effectiveness of law enforcement strategies received from the Orange County Sheriff's Department and provided a number of recommendations to improve the delivery of Police Services. With City Council approval, the City has begun the process to implement a Public Safety Task Force to review the many recommendations generated out of this study, and to advise the City Council over the course of the next fiscal year in order to bring any potential recommendations forward as part of fiscal year 2018-19 budget process.

If you refer to the Staffing section of the budget you will see a number of the above mentioned reorganizational staffing changes. Over the last several years, the City has been diligent in the on-going commitment to operational effectiveness in each department. The City is achieving this through the review and possible restructuring or reclassifying of positions as vacancies arise. In a budget climate where there is limited funding, it is essential for the City to always examine opportunities that incur minimal or no costs and can improve the delivery of City services. I am very pleased to say with all of these great organizational improvements, the full time employee count for FY 2017-18 only decreased by 0.25 full-time equivalent positions.

As with many cities in California, San Clemente continues to be impacted by increases in public safety costs. The Orange County Sheriff's Department (OCSD) police services contract is increasing by \$415,000, or 3%, from \$14 million to \$14.4 million, in total. The FY 2017-18 contract includes staffing consistent with the prior year, except for the elimination of extra help hours designated for part-time investigators. The contract increase is due to increased salaries and benefits from contracts negotiated with OCSD labor groups.

The Orange County Fire Authority (OCFA) Fire services contract provides a cap of 4.5% on the amount that the base contract can be increased on an annual basis. The actual increase to the base contract proposed by OCFA for FY 2017-18 is the maximum allowed under the contract, 4.5%, or \$356,000.

The FY 2017-18 budget also includes continued funding for two full-time ambulances, based on contracts currently in place with OCFA and Care Ambulance Services. In November 2015, the City initiated a pilot program to add a second full-time ambulance in the City. In December 2016, City Council reviewed the pilot program and directed staff to request proposals from ambulance providers to continue to provide the services of two full-time ambulances in the City. A new contract with a private carrier is expected to be in place early in the new fiscal year.

Capital Improvement and Major Maintenance projects for the coming year include improvements to water and sewer infrastructure (including the Blanco Pump Station Rehabilitation and Sewer SCADA Implementation), over \$2 million for an array of Street Improvement projects, structural repairs and upgrades for the Marine Safety building, additional funds for Pier Structural Construction, annual funding for street repairs, slurry seal, sidewalk maintenance and facility maintenance, as well as many other Capital and Maintenance Projects. In total, the budget for fiscal year 2017-18 is allocating \$13.4 million towards Capital Improvement projects and \$5.1 million for Major Maintenance projects.

## General Fund Overview

An operating surplus of approximately \$1 million is projected for the coming year. Fund balance reserves are healthy, but the City's *unassigned fund balance* has remain limited over recent years as resources are committed to capital project initiatives. The General Fund *operating budget* amounts to \$60.5 million, while operating revenues amount to \$61.5 million. Total expenditures for the General Fund, including one-time capital project costs, transfers and grants, equals \$68.2 million, as compared to total revenues of \$63.3 million.

The City's two primary revenue sources consist of property taxes and sales taxes, with continued growth projected in both. *Property taxes* amount to \$30.5 million, an increase of \$1.5 million, or 5%, as compared to the FY 2016-17 adjusted budget. Property taxes are a principal revenue source for the City, comprising 48% of total General Fund revenues. *Sales taxes* represent the City's second highest revenue source and are anticipated to increase by \$54,000, or 1%, to \$9.7 million in FY 2017-18.

*Fund balances* are projected to total \$14.5 million at the end of FY 2017-18, which includes \$12.1 million in emergency reserves and an unassigned fund balance of \$2.4 million projected at the end of FY 2017-18.

## Balancing the Budget

The General Fund *operating surplus* is projected at \$1 million. This provides a reasonable cushion for increases to operating costs or for a reduction to revenues that may occur over the coming year.

Significant cost adjustments included in the FY 2017-18 budget consist of:

- *Orange County Sheriff's Department (OCSD)*: The Police Services program increases by a total of \$368,650 for the coming year. The largest component of the program, the FY 2017-18 contract with OCSD, equals \$14.3 million for the General Fund, which is a net increase of \$415,000, or 3%, from the prior year's adjusted contract amount. OCSD contract increases are mainly due to additional personnel costs from contracts negotiated with OCSD labor groups. Staffing levels remain the same as the prior year, except for the elimination of extra help hours for part-time investigators. The program also saw decreases in other line items, mainly related to reduced fleet charges, resulting in a net \$368,650 overall increase in the Police Services program.
- *Orange County Fire Authority (OCFA)*: The City's Fire Services program increases by a total of \$426,870 for the coming year. The FY 2017-18 base contract budget with OCFA, in total, increases by \$356,000, or 4.5%. The total OCFA contract proposed at \$9.0 million includes the base contract as well as budget for actual costs for facilities maintenance, vehicle replacement, and ambulance services for one full-time OCFA ambulance. The FY 2017-18 budget also includes continued funding for a second full-time ambulance, based on the "pilot program" contract currently in place with Care Ambulance Services. In December 2016, City Council reviewed the pilot program and directed staff to request proposals from ambulance providers to continue to provide the services of two full-time ambulances in the City. A new contract is expected to be in place early in the new fiscal year.

- *Staffing and Hiring Strategy:* A variety of staffing additions, deletions and reclassifications are included in the FY 2017-18 budget, for a net total increase of 0.25 FTE positions. More information on personnel changes can be found in the Financial Overview and in the Staffing section of the budget document.
- *Compensation:* Recent negotiations with the San Clemente City Employees Association (SCCEA) resulted in a new three year MOU agreement with the term from July 1, 2017 through June 30, 2020. The agreement includes salary increases of 3.1% in July of each year, offset by employee pickup of an additional 1.1% in pension costs each year. By the last year of the agreement, employees will be paying the full employee share of pension costs. The changes noted for FY 2017-18 are included in the budget.
- *Pension:* Compared to the adjusted budget for FY 2016-17, the FY 2017-18 budget reflects an overall decrease of 6% for retirement pension expenses, mainly due to employee pickup of an additional 1.1% in pension costs in FY 2017-18, per the new MOU agreement. In addition, the City's actions over the last several years to pay down and restructure pension liabilities has helped contain costs in this area. However, based on CalPERS proposed reduction in the discount rate, significant cost increases are anticipated to be phased in over the next several years.
- *Health costs:* There is a slight increase included in the budget for the city paid portion of employee health care costs for FY 2017-18, based on provisions in the new three-year SCCEA MOU agreement.
- *Rental of Negocio Building:* The City leases portions of the second and third floor of the Negocio building. The largest tenant on the second floor recently executed a five-year extension with the City, which will expire in August, 2022. Two other tenants on the second floor have short-term leases, one expiring in November 2017 and the other in February of 2018. If not renewed by existing tenants, these areas will be offered for lease as they become available. The lease for the tenant on the third floor expires in January, 2018 and will not be renewed. The City will utilize that space temporarily while rehabilitation work is done at City Hall
- *Downtown Business Association (DBA):* The DBA funding level included in the budget is \$30,000 for FY 2017-18, a 10% decrease from the prior year. This funding covers costs related to the DBA's car show, the Glitz and other related events.
- *Line Item reductions:* All departments were required to go through a detailed line item review of expenditures and revenues with the City Manager and Finance staff. This was to ensure budget levels were justified and appropriate, and to find budget savings where possible.

### **Utility Rate Increases**

Water rates increase by 12.0% in the FY 2017-18 budget based on rate increases projected to occur during the fiscal year per a Comprehensive Cost-of-Service study performed during 2017. Water revenues declined significantly during the recent drought, causing negative operating positions in the Water Fund and rapid decline in operating and reserve fund balances. With much of that decline expected to be permanent, a water rate restructure was necessary to fully recover the cost to operate the City's water system and to maintain adequate reserves. The City purchases 93% of its potable water and will see a 3.7% increase in purchased water costs for the coming year. The Cost-of-Service Study projects revenues and expenses for a five-year period, and recommends an average 4.0% annual increase over the next four years to maintain positive balances in the Water Operating and Reserve Funds. This is based on projected increases in both the cost of purchased water and in operating costs to fund and maintain the water system infrastructure. Last year, the City's model projected a 4.0% increase in each of the five years of the model forecast.

Sewer rates do not change in FY 2017-18 budget. Revenue from sewer charges is projected to not fully recover the cost to operate the City's sewer system while also funding the continued maintenance of the system's infrastructure. A Cost-of-Service Study will be performed during FY 2017-18 to examine the current cost structure in order to develop a rate structure to fully recover costs while proportionally allocating costs of service amongst the City's customer classes.

### **Other Funds**

The total FY 2017-18 Budget for All Funds, *including fund balances*, amounts to \$224.2 million. Operating revenues and expenditures total \$119 million and \$111.0 million, respectively. Expenditures include capital expenses from depreciation reserves.

A few notable changes to funds outside of the General Fund are summarized below:

- *Street Improvement Fund:* A total of \$2.3 million is included for capital projects and \$575,000 for maintenance projects, including \$300,000 for as needed pavement repairs.
- *Gas Tax Fund:* A total of \$1.4 million is included for capital projects, including \$532,000 for Avenida Vista Hermosa – Turqueza to Vera Cruz, and \$700,000 for arterial street pavement maintenance.
- *Water Depreciation Reserve:* Major capital projects include the Blanco Pump Station Rehabilitation (\$1.6 million), Reservoir # 8 Interior Coating (\$250,000), and Well Filter Plant Rehabilitation (\$250,000). An additional \$650,000 is budgeted for various maintenance projects.
- *Sewer Depreciation Reserve:* Funding is provided at \$450,000 for Sewer System SCADA Implementation (\$450,000) and \$400,000 for capital projects at the Water Reclamation Plant. Maintenance projects include an additional \$400,000 for Primary Clarifier Covers and Grating replacements and \$400,000 for Sewer System rehabilitation.

## Capital Improvement Program

The City's Capital Improvement Program (CIP) includes \$13.4 million in new appropriations for FY 2017-18 for 35 projects. Major projects included in this funding are as follows:

<u>Project</u>	<u>Cost</u>
FY 2017-18 Street Improvement Projects	\$2,000,000
Blanco Pump Station Rehabilitation	1,600,000
Marine Safety Building Structural Repair and Upgrades	900,000
Shorecliffs Safe Routes to School Project	777,000
Pier Structural Construction	600,000

The City's CIP maintenance budget totals \$5.1 million in FY 2017-18 for 21 projects, including Beach Trail Steel Bridges maintenance, Opportunistic Sand Replenishment, water and sewer system rehabilitation, and funding for annual street, slurry seal, sidewalk and building maintenance.

## Decision Packages

Decision packages incorporated into the FY 2017-18 budget total \$1,325,967, of which \$641,527 is for the General Fund, including \$303,967 for several staffing changes and \$175,000 for an upgrade to TRAKiT, the City's permitting system. Other Fund decision packages included in the budget, mainly one-time items, total \$684,440, and include a total of \$414,000 for Information Technology Strategic Plan projects, \$80,000 in the Sewer Fund for a portable pump replacement, and \$87,388 for various staffing adjustments. A full list of approved Decision Packages can be found at the end of the Financial Overview section.

## Financial Forecast

The financial forecast has been updated to show the fiscal impact of the FY 2017-18 budget on the City's projected operating position and fund balances over the next five years. It should be noted that the financial forecast projections utilize a variety of economic and budget assumptions and do not include any future development or one-time revenues or expenses.

After incorporating the budget for the coming year into the forecast, positive projections are indicated for the first two years of the forecast, while operating deficits are projected beginning in FY 2019-20, mainly due to increasing public safety contractual costs and increasing City pension costs outpacing conservative revenue projections. As always, the City will continue to monitor the long-term forecast by methodically reviewing operational and capital expenditures and ensuring ongoing revenues support ongoing expenditure levels. Projected operating deficits will be eliminated during the budget process.

## Accomplishments

There have been a number of key accomplishments in FY 2016-17 including re-opening of the Ole Hanson Beach Club and Pool, opening of the Avenida La Pata and Camino Del Rio extensions, and the completion of operational assessments in Community Development and Police Services. A more inclusive list of accomplishments by Department can be found on the following pages.

In FY 2017-18, we will again see a significant list of initiatives and projects that will continue to improve the City of San Clemente.

## **Summary**

The FY 2017-18 budget positions the City to be able to weather future budget deficits due to rising pension and public safety costs. This position also affords the City to stay the course with its future Capital project needs. I am also proud to say this budget takes on a number of reorganizations, with a minimal impact to the City's full-time employee count, to better serve the community more effectively and efficiently, while promoting employee growth and retention.

The City of San Clemente is doing more with less, yet still delivering a high level of service on all fronts. With the use of tools that have been put in place over the past two years, whether it is the commitment of fixing the City's aging infrastructure through reserve funding and the implementation of Lucity, or the on-going pledge to assess City services to ensure we are current to the needs of the community, these tools show our dedication to the community and directly contribute to our strong financial resilience.



James Makshanoff  
City Manager

*(Please note that numbers in this document have been rounded)*



## **Fiscal Year 2016-17 Accomplishments by Department**

### **Beaches, Parks and Recreation**

- Re-opened Ole Hanson Beach Club
- Implemented pool and aquatic operations at the Ole Hanson Beach Club
- Initiated a Beaches, Parks & Recreation Master Plan update
- Launched inaugural San Clemente Day
- Managed 52 City and partnered community events, including additional movies and concerts
- Renewed 50 recreation instructor contracts and added 7 additional new contractors
- Celebrated 10 years of Fun on the Run Mobile Recreation services
- Implemented labor restructure to reduce labor costs at the Golf Course

### **Community Development**

- Adopted 2016 California Building Code and Local Amendments
- Streamlined review and approval process for minor building permit applications
- Implemented and enforced regulations on short-term lodging units and boarding houses to maintain the residential character of the City's neighborhoods
- Introduced a new process to review complex cases through the Development Management Team to ensure that all violations are thoroughly identified and addressed
- Completion of Downtown Paseo Master Plan
- Completion of Downtown and North Beach Parking Studies
- Completion of General Plan and Zoning Ordinance Updates

### **Finance and Administrative Services**

- Maintained Standard and Poor's long-term financial "AAA" rating
- Prepared an award winning Comprehensive Annual Financial Report and Annual Budget
- Developed and administered the Beach Parking Impact Fee refund process
- Selected new Interactive Voice Response (IVR) system for Utility Billing
- Completed negotiations with the Employee Association for a three year MOU agreement through June 2020
- Extended the current Worker's Compensation Third Party Administrative (TPA) services contract
- Finalized a more robust training calendar to train and develop all City staff
- Replaced critical servers and upgraded virtual server platform
- Implemented eProcurement solution with online vendor registration and bid management
- Completed design and construction of operational continuity datacenter
- Administered cyber-security awareness training to all staff
- Developed custom GIS applications for Divisions with Community Development and Public Works

### **Public Safety (Police, Fire and Marine Safety)**

- Completed Matrix Consulting group study of Police Services and Staffing
- Formed T.R.I.P. Team to combat criminal and nuisance issues in the city
- Established common radio frequencies with Camp Pendleton for mutual aid situations
- Developed a written warning form for deputies to assist Code Enforcement initiatives
- Replaced existing motor units with new BMW Motorcycles
- Improved effectiveness of EMS resources and enhanced EMS coverage with modified staffing of Fire Engine 50
- Conducted two community smoke alarm installation events
- Collaborated with OCFA on Ambulance Transportation options
- Participated in numerous community education programs and festivals.
- Obtained FAA Certification of Waiver for Marine Safety's drone.
- Expanded prevention education ocean safety program to reach English as a second language (ESL) students.
- Rescued 1,792 swimmers in distress, warned 23,537 visitors of dangerous situations, and performed 816 medical aids.

### **Public Works**

- Started construction of the N. ECR bike/pedestrian path, Camino Del Rio roundabouts, and Concordia Safe Routes to Schools projects
- Opened Avenida La Pata and Camino Del Rio extensions
- Completed San Luis Rey Park playground replacement
- Started operation of "SCRIDES with Lyft" ridesharing and SC Trolley Shuttle programs.
- Completed City-wide public tree inventory
- Completed first phase of LED streetlight replacements
- Reorganized the structure of the Public Works Department into 2 separate Departments (Public Works and Utilities) to better address the City's needs

### **Utilities**

- Continued the recycled water conversion program, approximately 140 sites are utilizing recycled water
- Updated the City's Stormwater Local Implementation Plan/Jurisdictional Runoff Management Plan
- Developed a regional Water Quality Improvement Plan (WQIP) in collaboration with South Orange County cities
- Implemented organics/food waste recycling program
- Improved the format of the City's Water Conservation portion of the website and provided additional conservation incentives
- Completed Highland Light Water Line Replacement
- Completed Calle Toledo Storm Drain Improvements
- Rehabilitated Primary Clarifier No. 5, rehabilitated concrete and replaced covers at the Water Reclamation Plant

# San Clemente At A Glance

## Mission Statement

The City of San Clemente, in partnership with the community we serve, will foster a tradition dedicated to:

- Maintaining a safe, healthy atmosphere in which to live, work and play;
- Guiding development to ensure responsible growth while preserving and enhancing our village character, unique environment and natural amenities;
- Providing for the City's long term stability through the promotion of economic vitality and diversity;
- Resulting in a balanced community committed to protection of what is valued today while meeting tomorrow's needs.

## History

The City of San Clemente, commonly known as the "Spanish Village by the Sea", spans just over eighteen square miles of coastline and scenic foothills. The area, long admired by explorers and passing settlers for its location, remained virtually uninhabited until 1776, when the establishment of the San Juan Capistrano Mission led to nearby settlements by both Indians and Spaniards.

Property rights to land exchanged hands several times, but few ventured to build on the land until 1925, when Ole Hanson, a Seattle developer, purchased a large portion of what is now San Clemente. Hanson believed that the area's pleasant climate, beautiful beaches and fertile soil would serve as a haven for Californians who were tired of "The Big City". He named the City after San Clemente Island, which was originally named by the explorer Vizcaino, in 1602 after Saint Clemente, whose feast is celebrated on November 23, the day of Vizcaino's arrival on the island.

Hanson succeeded in promoting the new area and selling property to interested buyers. He built facilities such as a community center, beach club, pier and Plaza Park, and donated them to the community. The area was incorporated officially as a City in 1928 and enjoyed slow but steady growth in the years thereafter.



In 1969, an event occurred which accelerated the growth and reputation of San Clemente. In that year, then President Richard Nixon purchased a Spanish mansion that Hamilton Cotton had built in the southern part of town in 1927. This "Western White House" became the site of numerous historical meetings and decisions. In earlier years, President Franklin Delano Roosevelt often stopped at Cotton's Point whenever he traveled between Los Angeles and San Diego.

## City Government

The City of San Clemente is a General Law city that operates under the Council/Manager form of city government. The voters elect five of their fellow citizens to the City Council for overlapping four-year terms. The Council, in turn, selects one of its members to serve as Mayor for a one-year term. The City Council holds regular public meetings every first and third Tuesday of each month.

The City's current population of 65,975 enjoys 187.93 acres at 26 parks and beach accesses, 20 acres of sand beaches, 27.5 miles of hiking trails, and a championship municipal golf course.

# San Clemente At A Glance



The City contracts for police services from the Orange County Sheriff's Department and for fire services from the Orange County Fire Authority.

Utilities (water, sewer, storm drain and urban runoff) are provided by the City. Trash collection is contracted to a private company.

Animal control and shelter services are provided by Coastal Animal Services Authority (CASA). CASA is a joint powers authority serving the cities of San Clemente and Dana Point.

## Location

San Clemente is centrally located between Los Angeles and San Diego. The San Onofre Nuclear Generating Station and Marine Corps Base Camp Pendleton are located immediately to its south.

The City limits cover 18.45 square miles at an average elevation of 250 feet.



# Reader's Guide to the Budget

## **Reader's Guide to the Budget**

This guide is intended to help the reader understand what information is available in the budget and how it is organized. The FY 2017-18 budget document consists of 19 chapters including a Budget Glossary and Index. Below is an explanation of the major sections of this budget:

### ***Introduction***

The Introduction consists of the following items:

- **Table of Contents** - Provides page numbers to locate sections within the budget document.
- **City Organization Chart** – Provides a City-wide organization chart.
- **Financial Accomplishments** – The City has been presented the Distinguished Budget Presentation Award from the Government Finance Officers Association (GFOA) for the Fiscal Year beginning July 1, 2016. The City has been presented a Certificate of Achievement Award by International City/County Management Association (ICMA) for its principles of performance management for the fiscal year ending June 30, 2016. Standard & Poor's rates the City of San Clemente's credit at AAA.
- **San Clemente at a Glance** - Presents the Mission Statement, a brief history of the City, description of the form of government, location, and artwork credits.
- **Reader's Guide to the Budget** - Provides a listing and description of chapters included in the annual budget.

### ***Chapter 1 – Budget Overview***

The Budget Overview consists of the following items:

- **City Manager's Transmittal Letter** - The City Manager's Transmittal Letter summarizes many of the critical issues addressed in the budget.
- **Budget Summary** - This section presents a brief overview of the City's Operating and Capital budgets.
- **Financial Overview** – Provides a comprehensive overview of the FY 2017-18 budget with a focus on All Funds and General Fund revenues and expenditures, as well as staffing levels, capital projects, maintenance projects, fund balances and the General Fund operating position.
- **Budget Process** - Provides an overview of the budget development process and timeline.
- **Accounting System & Controls** - Provides an overview of the City's accounting systems and the level at which budgetary control is maintained. The Cost Allocation Plan provides an overview of the process which allocates General Fund overhead costs to other funds.

### ***Chapter 2 - All Funds Summary***

A comprehensive overview of the FY 2017-18 budget, with a focus on all funds (consolidated). Included are tables and graphs for both revenues and expenditures and an overview of revenue assumptions that were utilized in the development of the budget. A listing of all city-wide programs is included in this section.

### ***Chapter 3 - General Fund Revenues and Expenditures***

An analysis of General Fund revenues is provided in this chapter, including General Fund revenues by category, revenue overview, revenue summary and revenue by line item. This section also provides an explanation of General Fund expenditures, including expenditures by category, department, summary of expenditures, expenditure overview, and expenditures by line item.

# Reader's Guide to the Budget

## **Chapters 4 through 9 – Department/Division Budgets**

These sections include the budgets for the City's basic organizational units which provide essential services to the citizens of San Clemente. Each section presents information summarized at the Department level and General Fund Division level. The Department/Division/Program Budgets include:

- General Government
- Public Safety
- Public Works
- Finance and Administrative Services
- Community Development
- Beaches, Parks and Recreation

**Departmental** summary information is presented in the following format:

- **Department Overview** – An overview of the structure and description of the Department.
- **Organization Chart** - An organization chart by function is provided for each department.
- **Expenditures by General Fund Division** - A chart comparing FY 2015-16 actual expenditures, FY 2016-17 adjusted budget and projected expenditures, and budgeted expenditures for FY 2017-18 for General Fund divisions within the Department.
- **Department Expenditures by Category** - A chart comparing FY 2015-16 actual expenditures, FY 2016-17 adjusted budget and projected expenditures, and budgeted expenditures for FY 2017-18 for each expenditure category.
- **Department Personnel Summary** - The total number of staff assigned to each Department by Full-Time Equivalent (FTE). FTE refers to a budgeted, benefited position that normally works at least 2,080 hours per year. A 0.5 FTE would be scheduled to work 1,040 hours per year.
- **Accomplishments** - A list of Department/Program accomplishments for Fiscal Year 2016-17.
- **Key Initiatives** – A listing of key initiatives for the Department/Program for Fiscal Year 2017-18.

**General Fund Division** information is presented in the following format:

- **Purpose Statement** – This provides a general description of the primary purpose of the division.
- **Service Description** - A listing of the key services or functions provided by the division.
- **General Fund Program Summary** - A chart comparing FY 2015-16 actual expenditures, FY 2016-17 adjusted budget and projected expenditures, and budgeted expenditures for FY 2017-18 for General Fund programs within the Division.
- **Category Expenditure Summary** - A chart comparing FY 2016 actual expenditures, FY 2016-17 budgeted and projected expenditures, and budgeted expenditures for FY 2017-18 for each expenditure category.
- **Division Personnel Summary** – The total number of staff assigned to each Division by FTE.
- **Significant Changes** – This section provides an overview of the significant changes included in the budget.

# Reader's Guide to the Budget

## ***Chapter 10 - Special Revenue Funds***

This section includes budgets for the City's Special Revenue Funds. Fund descriptions, along with revenue and expenditure information and beginning and ending fund balances are presented. Special Revenue Funds include the Street Improvement, Gas Tax, Miscellaneous Grants, Air Quality Improvement, Local Cable Infrastructure and Police Grants Funds.

## ***Chapter 11 - Capital Project Funds***

This section provides an overview of the City's Capital Project Funds including a listing of projects where appropriate. Capital Project Funds include the Parks Acquisition and Development, Local Drainage Facilities, Regional Circulation Financing & Phasing Program, Public Facilities Construction Fee, Developers Improvement, Low/Moderate Income Housing and Reserve Funds.

## ***Chapter 12 - Debt Service Funds***

This section contains the Negocio Debt Service Fund, which accounts for the debt service and operating costs for the 910 Calle Negocio building.

## ***Chapter 13 - Enterprise Funds***

The budgets for the Water, Sewer, Storm Drain, Clean Ocean, Solid Waste, and Golf Funds are presented. Operating, Depreciation and Capital Reserve Funds are included in this section. For Operating Divisions within these funds, information is presented in the following format:

- **Purpose Statement** – This provides a general description of the primary purpose of the division.
- **Service Description** - A listing of the key services or functions provided by the division.
- **Beginning Net Working Capital Balance** - A chart comparing FY 2015-16 beginning balance, FY 2016-17 beginning budgeted and projected balance, and budgeted beginning balance for FY 2017-18.
- **Revenue Summary** - A chart comparing FY 2015-16 actual revenues, FY 2016-17 budgeted and projected revenues, and budgeted revenues for FY 2017-18.
- **Expenditures by Program** - A chart comparing FY 2015-16 actual expenditures, FY 2016-17 adjusted budget and projected expenditures and budgeted expenditures for FY 2017-18 by program within the Division.
- **Ending Net Working Capital Balance** - A chart comparing FY 2015-16 ending balance, FY 2016-17 ending budgeted and projected balance, and budgeted ending balance for FY 2017-18.
- **Expenditures by Category** - A chart comparing FY 2015-16 actual expenditures, FY 2016-17 budgeted and projected expenditures, and budgeted expenditures for FY 2017-18.
- **Division Personnel Summary** – The number of staff assigned to each Division is listed in this table by FTE.
- **Significant Changes** – This section provides an overview of the significant changes included in the budget.

## ***Chapter 14 - Internal Service Funds***

This section presents an overview of all Internal Service Funds, including fund descriptions, revenue and expenditure detail, and beginning and ending fund balances. Internal Service Funds include Central Services, Information

# Reader's Guide to the Budget

Technology, Contract Fleet Services, Fleet Replacement Reserve, Medical Insurance, Workers' Compensation and General Liability Self-Insurance Funds.

## **Chapter 15 - Capital Improvement Program**

This chapter presents the City's Capital Improvement Program (CIP) budget for Fiscal Year 2017-18. The first section provides an introduction to the City's six-year Capital Improvement Plan for Capital and Major Maintenance projects. The section includes three graphs, providing an overview of the total CIP Revenues and Expenditures by Category and Fund. An overview of the City's Master Plans, the CIP process, categories, carry forward projects, and project summaries by fund and category for the FY 2017-18 CIP follows. A map of the City, indicating major project locations, is included for the reader's reference. Following this introductory section, the six major categories, *Drainage, Parks and Medians, Sewer, Street, Water, and Facilities and Other Improvements*, are presented in detail. Each section provides an overview of the category and detailed project sheets for the FY 2017-18 CIP budget.

## **Chapter 16 - Fiscal Policy and Debt Summary**

- The City's **Fiscal Policy** describes the City's financial goals along with policies addressing the operating budget, revenues and expenditures, utility rates and fees, capital improvement program, short- and long-term debt, reserves, investments, and accounting, auditing and financial reporting.
- **Appropriations Limit**, which is required by the State constitution, places limits on the amount of proceeds of taxes that the City can allocate each year.
- **Debt Summary**, an overview of the City's general government, former Redevelopment Agency, Golf Operating Fund and assessment district debt.

## **Chapter 17 – Performance Measures**

This section presents quantitative data which measures each division's efficiency and effectiveness in the achievement of performance objectives in meeting the City's mission statement.

## **Chapter 18 - Staffing**

This section includes a staffing schedule, by position and category, for Fiscal Years 2013-14 to 2017-18. Position changes included in the FY 2017-18 budget are described, and the workforce is graphically illustrated by department and by category. A ten-year historical comparison of the changes in full-time and part-time employees is also presented.

## **Chapter 19 – Glossary & Index**

This section provides a complete glossary of terms and acronyms used throughout the budget document. The index provides an alphabetical listing of subjects discussed in the budget document and provides a page number as to where each subject can be found.

## **Appendix A – City Fee Schedule**

As part of the final Adopted Budget, this section provides a listing of fees charged by the City of San Clemente, including the legal basis of each fee, the date last adjusted, and the date last reviewed.

## **Demographic and Statistical Information**

Printed inside the back cover of the final Adopted Budget, this provides a list of demographic and statistical information for the City of San Clemente.

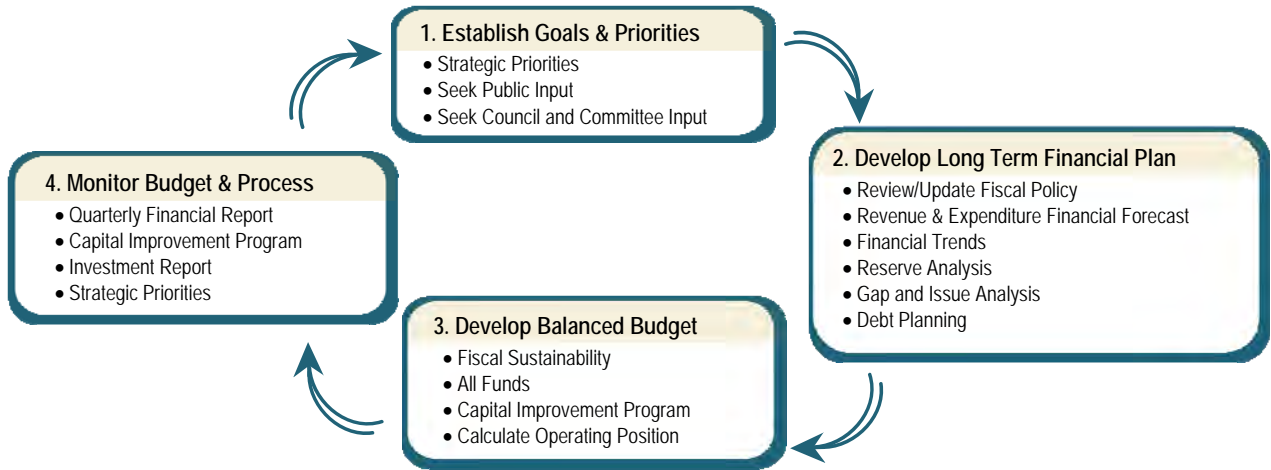




# Budget Summary

## Fiscal Year 2017-18

### Strategic Financial Planning Process



The City of San Clemente has a well established strategic financial planning process. The City’s financial planning process is multifaceted and emphasizes long term strategic planning. The City Council encourages a process that focuses on ensuring fiscal sustainability when making decisions that will impact service delivery and the quality of life in San Clemente. The process begins each year with a public goal setting workshop which results in establishing the City’s Strategic Priorities. A Long Term Financial Plan is developed which projects future expenditures and revenues based on current service levels and addresses any funding gaps. After input from the public, Council appointed commissions and committees, and executive management, the City Council adopts a balanced budget which becomes the fiscal blueprint for the following fiscal year. During the ensuing year, City staff monitors the budget, including the Strategic Priority projects, by providing comprehensive quarterly reports to the City Council and public.

### Financial Highlights

Following is a brief overview of the FY 2017-18 budget:

- Total City operating budget (excluding fund balances, capital outlay and transfers between funds) amounts to \$110.9 million, compared to last year’s operating budget of \$107.7 million.
- General Fund total revenues total \$63.3 million, which is a 0.5% increase from the FY 2016-17 adjusted budget of \$63.0 million. General Fund total expenditures (including transfers and one-time expenditures) total \$68.2 million, a 7% decrease from the prior year. Based on fiscal policy, one-time costs are paid with the General Fund’s fund balance.
- The General Fund operating budget (excluding capital outlay and grants of \$3.4 million, one-time transfers of \$3.1 million, and other one-time costs of \$1.2 million) amounts to \$60.5 million, which is an increase of 2.8% from last year. Operating revenues total \$61.5 million when adjusted by \$0.8 million for one-time grants, \$0.5 million for one-time transfers, and \$0.5 million for one-time fees related to Marblehead Coastal Development.



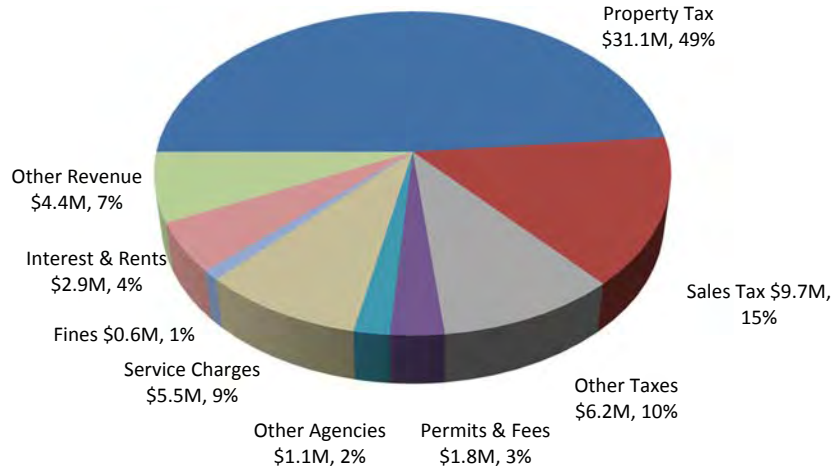
- The Capital Improvement Program totals \$13.4 million and the Maintenance program totals \$5.1 million.
- A net FTE total 0.25 increase in City positions are included in the budget.
- The OCSD Police contract increases to \$14.4 million, with \$14.3 million in the General Fund and \$0.1 million in the Police Grants Fund.
- The Fire contract with OCFA is \$9.0 million, which includes the base fire contract, maintenance and replacement costs and 1 full time ambulance transport.



# Budget Summary

## Fiscal Year 2017-18

General Fund Revenue: \$63,323,610



### Revenues

General Fund total revenues amount to \$63.3 million. Revenues in the General fund are budgeted to increase by 0.5% over the FY 2016-17 adjusted budget. Available fund balance will be reduced to fund one-time capital costs and studies.

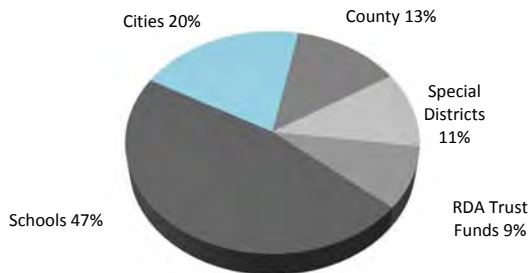
Taxes, permits and fees, service charges, fines, and interest and rents increase from FY 2016-17. Taxes represent almost 75% of General Fund revenues and are budgeted to increase by 4%, or \$1.8 million, in FY 2017-18. Property, sales, franchise and transient occupancy taxes all reflect budget increases as a result of the stronger economy and new development in the City. Service charge budgets increase based on higher recreation fees and higher ambulance service fees, including a second full-time City ambulance. Fines increased slightly, Permits and Fees increase due to construction permits. Interest and rents increase due to the Negocio leases now being recorded in the General Fund and a full year's revenue from the Ole Hanson Beach Club.

Intergovernmental, and interfund revenue budgets decrease from the prior year. Intergovernmental revenues decreased due to one-time grants in prior year. Interfund revenue decrease due to a higher amount of one-time transfers from other funds to the General Fund in the prior year.

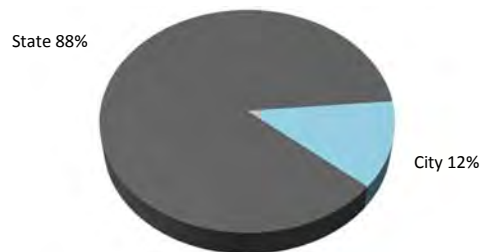
### Where the Typical Orange County

#### Property Tax Dollar Goes

(Locally Assessed 1% Basic Levy)



### Where the Sales Tax Dollar Goes

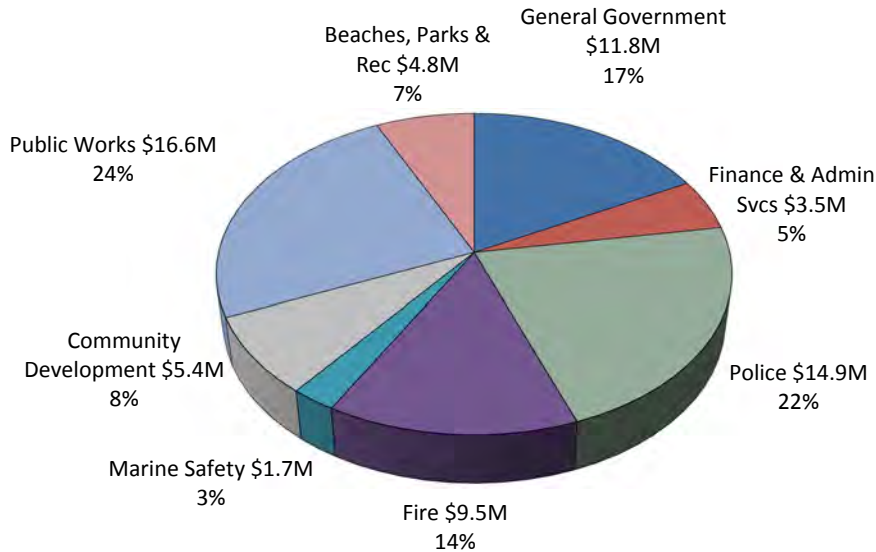




# Budget Summary

## Fiscal Year 2017-18

**General Fund Expenditures: \$68,151,990**  
(Includes one-time expenditures)



### Expenditures

General Fund total expenditures decline by 7% to \$68.2 million from last years adjusted budget of \$73.2 million. Once expenditures are adjusted for one-time items, operating expenditures increase 3% from the FY 2016-17 adopted budget, due primarily to increases in personnel costs, interdepartmental charges, and debt service. Expenditure decreases are budgeted for supplies, contractual services and capital outlay and transfers. Additional detail of changes are listed in the following paragraphs.

Personnel costs increase 3% as a result of negotiated cost-of-living increases and benefit changes, staffing for a full year at the Ole Hanson Beach Club, and changes to staff positions and FTE's. The largest benefit cost decrease is due to the increased employee's "pick-up" of retirement costs. Debt service, which is the funding of the past service pension costs for safety plans increased 75% or \$445,000 due to actuarial assumption changes and shortening of the amortization period. Interdepartmental charges increased for insurance charges resulting from multiple claims/lawsuits, communication charges to prepare for the VOIP implementation and park asset replacement charges based on the park playground equipment replacement program.

Total contractual service costs decreased by 3% from FY 2016-17, however the budget increases for public safety contracts (police, fire, and ambulance), maintenance contracts (due to prevailing wages and transfer of the maintenance costs for the Negocio building), and utilities. Contractual services decreases are related to one-time costs (BPR Master Plan, SCRides program, and contract assistance in Community Development). FY 2017-18 capital outlay is lower by \$4.9 million as the result of multi-year capital projects budgeted in FY 2016-17 and the Ole Hanson Beach Club renovation completed in FY 2016-17. FY 2017-18 one-time expenditures include \$3.4 million for capital, studies and grant related activity, \$3.1 million for one-time transfers, and \$1.2 million for one-time costs.

### Financial Forecast:

The City's five-year financial forecast has been updated with the FY 2017-18 budget to reflect the impact of current budget decisions on the City's future financial position. The update shows a positive operating position for FY 2017-18 and 2018-19, followed by negative operating positions beginning in FY 2019-20. The City will continue to closely monitor the long-term forecast and may need to implement expenditure adjustments or revenue enhancements in order to maintain positive operating positions in the future. Further information on the forecast is in the Financial Overview section of the Budget and is available on the City's website as part of the Long Term Financial Plan.



# Budget Summary

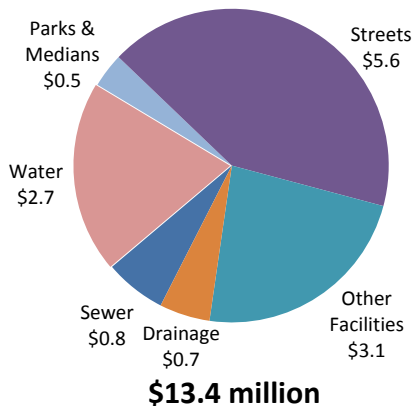
## Fiscal Year 2017-18

### Infrastructure

The infrastructure of the City is the underlying base and foundation of the community. The City has a strong commitment to building and maintaining its infrastructure. As part of that commitment, the City has developed a Capital Improvement Program (CIP) that is a long range planning document for current and future projects.

The total budget for the City's Capital Improvement Program in fiscal year 2017-18 is \$13.4 million. There are a total of 35 capital improvement projects included in this budget.

The Capital Improvement Program is divided into six major categories. FY 2017-18 activity is summarized below:



The Sidewalk Improvements/CDBG project and Shorecliffs Safe Route to School is dependent upon the receipt of grants in FY 2017-18. The Ralph's Skate Park Lighting is dependent on fundraising from a third party. Other projects are funded through existing revenues in the General Fund, capital project, special revenue, or depreciation reserve funds.

Street improvement projects include the rehabilitation or reconstruction of pavement of various streets, Ave Vista Hermosa – Turqueza to Vera Cruz, Arterial Street Pavement maintenance, Shorecliffs Safe Routes to School, Alley Pavement Rehabilitation, and Street Light LED Conversion – Phase II.

Major improvements to water infrastructure include the Blanco Pump Station rehabilitation, Reservoir No. 8

Interior Coating, and Water Filtration Plant rehabilitation.

Sewer improvements include SCADA implementation, WRP Gravity Belt Thickener replacement and WRP Security Gate.

Significant project funding in the FY 2017-18 budget are noted below:

### Spending Around Town

FY 2017-18 Street Improvement Projects	\$ 2,000,000
Blanco Pump Station Rehabilitation	1,600,000
Marine Safety Building Strutral Repair	900,000
Shorecliffs Safe Routes to School	777,000
Arterial Street Pavement Maintenance	700,000
Pier Structural Construction	600,000
Ave Vista Hermosa – Turqueza to Vera Cruz	532,000
910 Negocio Remodel – Temp City Hall Reloc.	500,000
Sewer System SCADA Implementation	450,000
Calle de Industrias/Los Molinos SD Extention	400,000

Each year, the Capital Improvement Program provides funding for many multi-year projects. There are a number of significant CIP projects currently in process that were funded in previous years. At year end, funding for prior year projects that are not yet complete will be carried forward into the 2017-18 fiscal year.



# Financial Overview

## Fiscal Year 2017-18

### All Funds Overview

#### All Funds Spending Plan

The All Funds budget reflects the operating and capital spending for the General Fund, Special Revenue Funds, Capital Project Funds, Debt Service Fund, Enterprise Funds, and Internal Service Funds. The City has 26 budgeted funds. The total All Funds budget for FY 2017-18, including fund balances and reserves, amounts to \$224.2 million, with \$134.7 million of budgeted expenditures. The following table illustrates the \$134.7 million All Funds expenditure budget, by fund type, for FY 2017-18:

**The FY 2017-18 budget reflects the operating and capital spending plans for the City**

**Total spending plan = \$134.7 million**

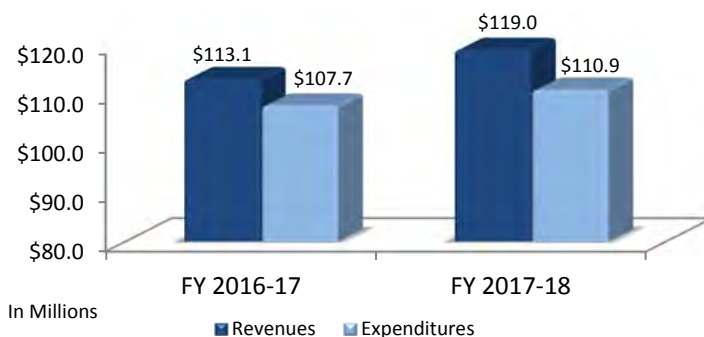
Fund Type	FY 2017-18
General Fund	\$ 68,151,990
Special Revenue Funds	6,040,870
Capital Project Funds	3,749,830
Debt Service Fund	137,680
Enterprise Funds	45,775,570
Internal Service Funds	10,850,550
<b>Total Spending Plan</b>	<b>\$134,706,490</b>

For All Funds, Beginning Fund Balance is projected at \$95.8 million at the start of FY 2017-18 and Ending Fund Balance for FY 2017-18 is projected at \$89.5 million, a decrease of \$6.3 million. The following graph and table present the FY 2017-18 operating budget, as compared to the FY 2016-17 adopted operating budget, for All Funds:

#### All Funds Operating Budget Comparison FY 2016-17 to FY 2017-18

Excluding Fund Balances, Loan Proceeds, Capital Outlay & Transfers  
(\$ in millions)

 The City's All Fund Operating Revenues Exceed Expenditures



**Total operating revenues amount to \$119.0 million**

All Fund Revenues	FY 2016-17	FY 2017-18
All Funds Revenues	\$ 122.6 M	\$ 128.4 M
One-time revenues*	(3.1 M)	(2.8 M)
Transfers to other funds	(6.4 M)	(6.6 M)
<b>Total All Funds Operating Revenues</b>	<b>\$ 113.1 M</b>	<b>\$ 119.0 M</b>

\* One-time revenues include significant one time receipts (including grants).

**Total operating expenditures, excluding capital and transfers, amount to \$110.9 million**

All Fund Expenditures	FY 2016-17	FY 2017-18
All Funds Expenditures	\$ 137.4 M	\$ 134.7 M
Capital outlay/studies	( 22.2 M)	(16.0 M)
Transfers to other funds	(6.4 M)	(6.6 M)
One-time costs*	(1.1 M)	(1.2 M)
<b>Total All Funds Operating Expenditures</b>	<b>\$107.7 M</b>	<b>\$110.9 M</b>

\*Significant one-time costs include one-time studies and other costs

# Financial Overview

## **Financial Overview – All Funds**

Revenues total \$128.4 million, which is a 3% decrease from the FY 2016-17 adjusted budget. Expenditures are budgeted at \$134.7 million, a 31% decrease from the FY 2016-17 adjusted budget. Excluding one-time items, All Funds operating revenues increase \$5.9 million and operating expenditures increase \$3.2 million. Revenues increase in taxes, service charges, fines and interest and rents, while permits and fees, intergovernmental and other revenues and financing sources decline, as compared to the prior year's adjusted budget. Expenditures decrease in contractual services, other charges, capital outlay, interfund transfers, and debt service, while personnel, supplies and interdepartmental charges increase from the FY 2016-17 adjusted budget. Significant revenue and expenditure changes are outlined below.

Significant **revenue** changes for All Funds include the following:

- All Fund tax revenues are up by \$1.8 million, or 4%, with Property Tax up 5% due to growth in assessed valuations and new development. Sales Tax revenue is up 1%.
- Permits and Fees show a \$198,000 decrease, or 7%, mainly due to a higher budget in the prior year for various fees, including in-lieu affordable housing fees related to the Marblehead residential development.
- Intergovernmental revenues decline \$3.7 million, or 44%, mainly the result of one-time grants in the prior year including \$0.9 million for a grant for SCRides, \$1.0 million for a Safe Routes to School grants, a \$0.5 million grant for trolley purchases, \$0.7 million for street projects, and \$0.3 million for a State Sand Replenishment grant.
- Service charges increase by \$2.3 million, or 6%, mainly based on higher water charges, but also increased Recreation Program fees.
- Interest and rents increase by \$227,000, or 6%, from higher investment earnings due to increasing interest rates, increased field and pool rentals, and rent and concession revenue increases from a full year of operations at the Ole Hanson Beach Club.
- Other Revenues and Financing Sources show a decrease of \$4.9 million in total, mainly from decreases to transfers. In FY 2016-17, transfers were budgeted including a \$1.0 reimbursement of OHBC project costs to the General fund, \$0.7 million to fund a portion of the BPIF payment, and other transfers to support capital projects.

Significant **expenditure** changes for All Funds include the following:

- Capital outlay is reduced \$39.5 million as multi-year projects are either in progress or were completed in FY 2016-17, most significantly the Ole Hanson Beach Club renovation, with no additional budget needed in FY 2017-18.
- Salaries and benefits increase by 6% overall, or \$1.5 million, primarily due to salary increases and other provisions from a new three-year employee labor agreement as well as a variety of staffing adjustments.
- Contractual services decrease \$14 million, or 23%, with Public Safety and maintenance contract increases offset by reductions in maintenance of improvements and other facilities projects, as well as in professional and contractual services. Some maintenance reductions are Capital Improvement Program maintenance projects budgeted in the prior year. Professional and contractual service reductions are related to one-time projects including the General Plan implementation, Community Development and Engineering workload assistance, one-time studies and the SCRides pilot program.
- Other charges decrease by \$1.4 million, or 8%, primarily due to a reduction in insurance claims and charges, as compared to the prior year.
- Interfund transfers decrease \$6.1 million based on FY 2016-17 capital project transfers.
- Debt service costs decrease by \$1.4 million due to the full repayment of the Negocio Debt Service amount in FY 2016-17, offset by an increase in FY 2017-18 for the Unfunded Liability payment for past Public Safety employees.

# Financial Overview

**Water rates to increase by 12.0%**

### Water and Sewer Rates

Water rates increase by 12.0% in the FY 2017-18 budget based on rate increases anticipated during the fiscal year per a Comprehensive Cost-of-Service Study performed during 2017. Water revenues declined significantly during the recent drought, causing negative operating positions in the Water Fund and rapid decline in operating and reserve fund balances. With much of that decline expected to be permanent, a water rate restructure was necessary to fully recover the cost to operate the City's water system and to maintain adequate reserves. The City purchases 93% of its potable water and will see a 3.7% increase in purchased water costs for the coming year. The Cost-of-Service Study projects revenues and expenses for a five-year period, and recommends an average 4.0% annual increase over the next four years to maintain positive balances in the Water Operating and Reserve Funds. This is based on projected increases in both the cost of purchased water and in operating costs to fund and maintain the water system infrastructure. Last year, the City's model projected a 4.0% increase in each of the five years of the model forecast.

**No increase to Sewer rates**

Sewer rates do not change in FY 2017-18 budget. Revenue from projected sewer charges will not fully recover the cost to operate the City's sewer system and also fund the continued maintenance of the system's infrastructure. A Cost-of-Service Study performed in FY 2017-18 will examine the current cost structure in order to develop a rate structure to fully recover costs while proportionally allocating costs of service amongst the City's customer classes.

### Capital Improvement Program (CIP)

The following chart depicts the spending pattern of the City's Capital Improvement Program over the past ten years. A total of \$448.5 million has been allocated to capital improvements since FY 1993.

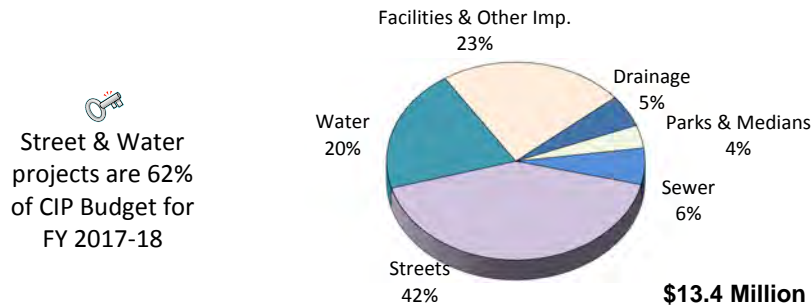
 \$448.5 million in Capital Improvements since 1993



**Capital Projects funded in FY 2017-18 total \$13.4 million**

### Capital Improvement Projects

The City's Capital Improvement budget in FY 2017-18 amounts to \$13.4 million, compared to \$20.1 million the previous year. There are 35 capital improvement projects scheduled in the FY 2017-18 program. Capital project expenditures, by category, are planned as follows:



The largest projects are \$2.0 million for FY 2017-18 Street Improvement Projects, \$1.6 million for the Blanco Pump Station Rehabilitation, \$900,000 for Marine Safety Building Structural Repairs and \$600,000 for the Pier in the FY 2017-18 Capital Improvement Budget.

# Financial Overview

**Maintenance and other projects include street, sewer, and water**

## Maintenance and Other Projects


The City's maintenance and other projects budget in FY 2017-18 is \$5.1 million for 21 projects, including Beach Trail Steel Bridges Maintenance, Sewer Primary Clarifier Covers and Grating Replacements, Opportunistic Sand Replenishment, annual street, slurry seal, sidewalk and building maintenance, and other building and structure repairs. Water, Sewer and Street projects comprise 76% of the total costs.

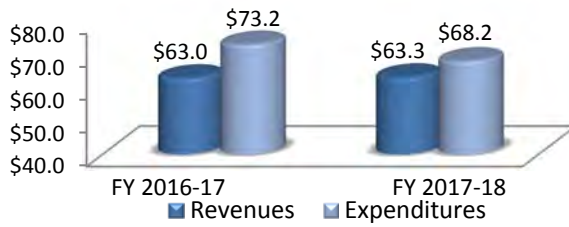
**General Fund total revenues equal \$63.3 million...General Fund total expenditures equal \$68.2 million**

## General Fund Overview

General Fund total revenues amount to \$63.3 million, only 0.5% higher than the FY 2016-17 adjusted budget. General Fund total expenditures equal \$68.2 million, a decrease of 7% from the prior year's adjusted budget. These amounts include one-time costs. The following graph shows the General Fund budget for FY 2017-18 compared to the FY 2016-17 adjusted budget:

**General Fund Revenues & Expenditure Comparison  
FY 2016-17 to FY 2017-18**  
(\$ in millions)

 Includes one-time costs and capital expenditures from reserves



**General Fund operating revenues = \$61.5 million**

## General Fund Operating Budget


Operating revenues and expenditures, which exclude one-time receipts and expenditures, capital outlay and interfund transfers, show a more precise picture of the City's fiscal and operating position. General Fund operating revenues for FY 2017-18 amount to \$61.5 million, which is less than the \$63.3 million total revenue amount due to \$0.8 million in one-time grants, one-time transfers of \$0.5 million, and \$0.5 million in one-time fees related to the Marblehead Coastal development project. General Fund operating revenues increase 4.2% from the FY 2016-17 adopted budget.

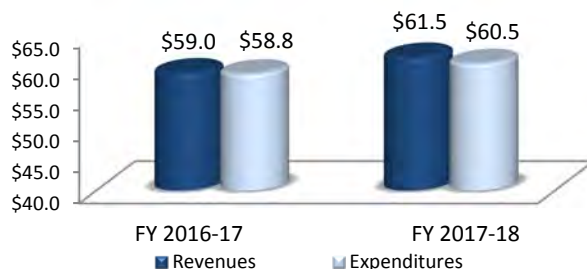
**General Fund operating expenditures = \$60.5 million**

General Fund operating expenditures for FY 2017-18 total \$60.5 million and exclude one-time capital costs, studies, and grant related costs of \$3.4 million, one-time transfers to other funds (including reserves) of \$3.1 million, and other one-time costs of \$1.2 million. Operating expenditures increase by 2.8% from the FY 2016-17 adopted budget.

**General Fund Operating Budget Comparison  
FY 2016-17 to FY 2017-18**

Excluding Fund Balances, Capital Outlay & Reserve Transfers  
(\$ in millions)

 Positive Operating Budget for next Fiscal Year (revenues greater than expenditures).





# Financial Overview

**General Fund has a positive operating position of \$1.0 million for FY 2017-18**

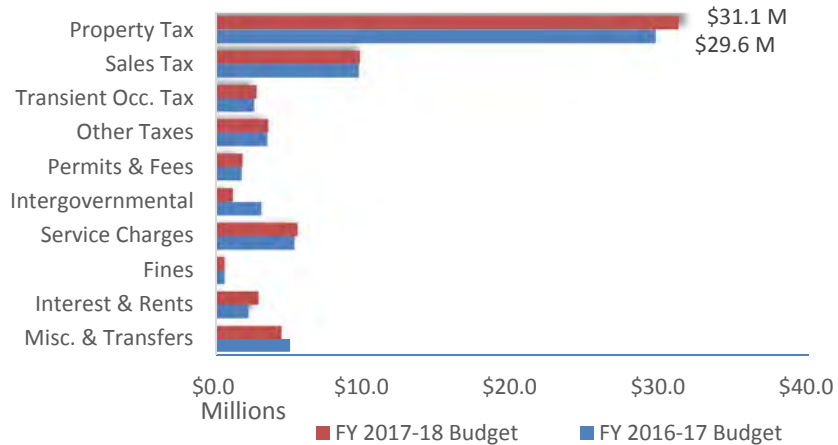
General Fund Revenues	FY 2016-17	FY 2017-18
General Fund Total Revenues	\$63.0 M	\$63.3 M
One-time revenues*	(2.5 M)	(1.3 M)
One-time transfers in	(1.5 M)	(0.5 M)
<b>Total General Fund Operating Revenues</b>	<b>\$59.0 M</b>	<b>\$61.5 M</b>


\*One time revenues for FY 2016-17 include building and planning fees for Marblehead Coastal and one-time grants.

General Fund Expenditures	FY 2016-17	FY 2017-18
General Fund Total Expenditures	\$73.2 M	\$68.2 M
Capital outlay or major projects	(7.3 M)	(3.4 M)
Other one-time costs	(4.0 M)	(1.2 M)
One-time transfers to other funds	(3.1 M)	(3.1 M)
<b>Total General Fund Operating Expenditures</b>	<b>\$58.8 M</b>	<b>\$60.5 M</b>

## General Fund Revenues

General Fund revenues are impacted by changes in the economy. General Fund revenue increases are expected in taxes (property, sales, transient occupancy, and franchise), permits and fees, service charges, fines and interest and rents, while decreases are anticipated in intergovernmental, miscellaneous, and interfund revenues. The following chart provides a comparison of the FY 2016-17 adjusted revenue budget to the FY 2017-18 revenue budget:



 FY 2017-18 Property Taxes represent 49% of total General Fund revenues

**Taxes amount to \$47.1 million, or 74% of total General Fund revenues**

## General Fund Revenues by Category

Revenue Categories	2016-17 Budget	2016-17 Projected	2017-18 Budget	Dollar Change	% Bud 16-17 To Bud 17-18
Taxes	\$45,233,010	\$45,351,450	\$47,058,000	\$1,824,990	4%
Permits & Fees	1,721,130	1,783,900	1,767,770	46,640	3%
Intergovernmental	3,052,980	2,906,210	1,137,410	(1,915,570)	-63%
Service Charges	5,273,040	5,367,800	5,498,370	225,330	4%
Fines	557,000	557,000	562,000	5,000	1%
Interest & Rents	2,178,500	2,308,950	2,873,770	695,270	32%
Miscellaneous	89,750	161,500	71,000	(18,750)	-21%
Interfund Revenue	4,905,570	4,881,270	4,355,290	(550,280)	-11%
<b>General Fund Revenue</b>	<b>\$63,010,980</b>	<b>\$63,318,080</b>	<b>\$63,323,610</b>	<b>\$312,630</b>	<b>0%</b>

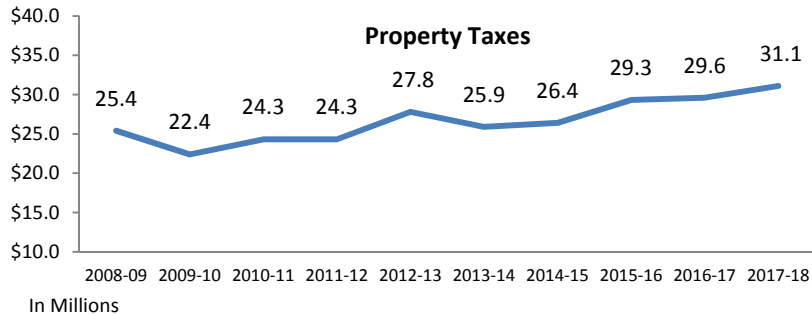
Significant revenues for the General Fund are derived from Property Taxes and Sales Taxes. These are discussed in more detail on the following pages, along with other significant changes in the General Fund from the FY 2016-17 budget to the FY 2017-18 budget.

# Financial Overview

**Property taxes increase by \$1.5 million, or 5%**


*Property Taxes* account for 49% of total General Fund revenues and are budgeted to increase by \$1.5 million, or 5%, for FY 2017-18, as increases in market values and high activity in property resales continue. New development and recapture of temporary assessment reductions from prior years also account for some of the gains. The chart below shows the City's ten year *Property Tax* revenue history, including Transfer Tax:

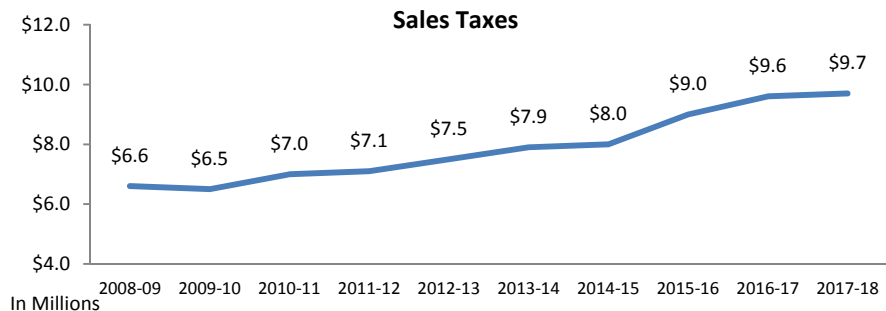
 2010 dip is State borrowing of \$2.2M from City, repaid in 2013



**Sales taxes increase \$54,000, or 1%**

*Sales Taxes* increase by 1%, or \$54,000, to \$9.7 million in FY 2017-18, due to slight growth anticipated in consumer spending. The City's top three sales tax industries are consumer goods, restaurants, and fuel, and only slight growth is anticipated in each of these in the next fiscal year. The San Clemente Outlet Mall and the Estrella shopping center each operated for a full year in FY 2016-17, resulting in significant sales tax increases over the last two fiscal years. While additional stores and restaurants are anticipated at these locations in the future, no additional revenue is included in the budget for FY 2017-18 due to the uncertainty as to type and timing of the additions.

 Sales taxes are anticipated to level out after retail expansion over the last two years



*Transient Occupancy Taxes* increase 7%, or \$174,000, due to increases from Vacation Rental revenues as well as improved collection efforts, *while Franchise Taxes* grow by a small amount of \$11,800.

*Permits and Fees* increase by \$46,640 or 3%, due to increases projected in building permitting. Income from *Interest and Rents* increases by \$695,270, or 32%, due to *Negocio* building leases now being recorded in the General Fund, a full year's revenue from the Ole Hanson Beach Club, increased pool and field rental income, and growth in interest earnings.

*Service Charge* revenues increase by \$225,330, or 4%, driven by increases in ambulance service fees and recreation program fees. Revenue from *Fines* increases slightly, by \$5,000.

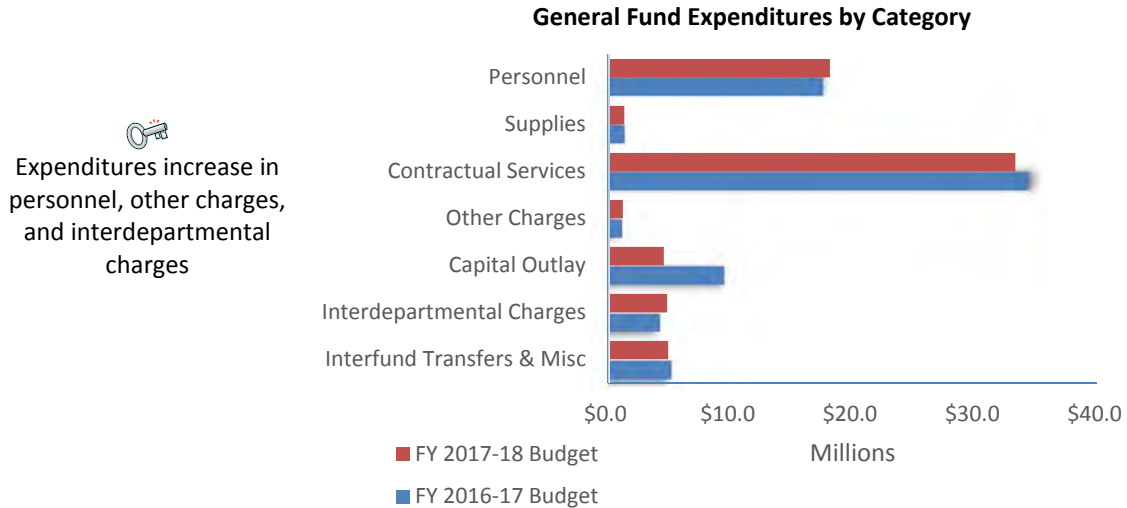
Decreases include *Intergovernmental* revenues, which decline \$1.9 million, generally a result of a variety of one-time grants received in the prior year.


A decrease in *Interfund Revenue*, or transfers, of \$550,280 is primarily due to a higher amount of one-time transfers from other funds to the General Fund in the prior year.

# Financial Overview

## General Fund Expenditures

General Fund expenditures presented on the following chart compare the adjusted expenditure budget for FY 2016-17 and the FY 2017-18 expenditure budget, by category:



 Expenditures increase in personnel, other charges, and interdepartmental charges

**General Fund expenditures decline by \$5 million, or 7%**

The FY 2017-18 budget reflects total General Fund expenditures of \$68.2 million, declining from the prior year's adjusted budget by \$5 million, or 7%. A decrease is seen in supplies, contractual services, capital outlay and interfund transfers, while personnel, other charges, interdepartmental charges and debt service expense categories have budgeted increases.

**Personnel costs increase by \$589,490, or 3%**

*Personnel* costs, at \$18.1 million, increase by \$589,490, or 3%. Personnel increases include a 3.1% salary increase and a City paid health insurance increase, per a new three year MOU agreement with the San Clemente City Employees Association (SCCEA), which will be in place through the end of FY 2019-20. The FY 2017-18 budget also incorporates planned step increases for eligible employees. The FY 2017-18 budget reflects a decrease of about 6% for retirement expenses, mainly due to increased employee pickup of retirement costs, per the new MOU agreement, as well the result of the City's actions over the last several years to pay down and restructure pension liabilities. Funding for several position reclassifications and a variety of position additions and deletions, resulting in a net 0.25 FTE decrease in total positions, are also included in the budget. More detail on these position changes can be found in the Labor Relations section and in the Staffing section of the budget document.

*Supplies* costs decrease \$48,490, or 4%, as compared to the prior year, mostly the result of one-time expenses for Office Furniture and Equipment that were incurred in the prior year.

In total, *Contractual Services* decreases by \$1 million, or 3%, with increases to Police and Fire Services contracts, Utilities and maintenance contracts (as a result of prevailing wages and the move to the General Fund of maintenance costs for the Negocio Building). These increases are offset by reductions in other contractual services, mainly related to one-time contractual items budgeted in the prior year, including the SC Rides pilot program, the BPR Master Plan, and contract assistance in Community Development.

The Orange County Sheriff's Department (OCSA) police services contract increases \$415,000, or 3%, from \$13.9 million to \$14.3 million in the General Fund. OCSA contract increases are mainly due to additional personnel costs from contracts negotiated with OCSA labor groups. Staffing levels remain the same as the prior year, except for the elimination of extra help hours for part-time investigators.

# Financial Overview

The Orange County Fire Authority (OCFA) fire services base contract includes a base budget increase of by \$356,000, or 4.5%. The costs for the remainder of the contract components remain relatively flat. The total OCFA contract amounts to to \$9.0 million, comprised of the base contract (\$8.1 million), facilities maintenance (\$30,000), vehicle replacement (\$172,000) and ambulance services (\$0.6 million). The City also contracts with a private ambulance service for a 2<sup>nd</sup> full time ambulance in the City, and the FY 2017-18 Fire Services budget also includes \$0.5 million for this additional service. The ambulance program is expected to transition early in the fiscal year to a private ambulance service providing the two full-time ambulances and eliminating the OCFA service. Any budgetary changes for this will be addressed at mid-year.

*Other charges* increase \$70,790, or 6%, mainly from an increase in Recreation Contracted Class Instructors, while *Interdepartmental Charges* increase 14%, or \$604,390, mostly due to higher insurance charges as well as multiple legal claims and lawsuits in the prior year.

*Capital outlay* costs are reduced by \$4.9 million as the result of a variety of multi-year capital projects budgeted in prior years, most significantly the Ole Hanson Beach Club renovation, completed in FY 2016-17,

*Miscellaneous* increases 75%, or \$444,690, from higher Debt Service for the Unfunded Liability for past Public Safety employees, based on changes to actuarial assumptions and shortening of the amortization period. *Interfund Transfers* decrease \$746,660 or 16%, primarily due to decreases of \$974,000 to the Accrued Leave Fund, \$450,000 for the General Liability Fund, and \$122,660 to other funds, which were all transfers in the prior year, being somewhat offset by an increase of \$800,000 to the Facilities Maintenance Fund. In FY 2017-18, a total of almost \$3.9 million will be transferred to other funds from the General Fund, as shown below:

**General Fund transfers to other funds are \$3.9 million**

<u>Fund Transferred To</u>	<u>Amount</u>	<u>Purpose</u>
Gas Tax Fund	\$ 14,590	<i>Senior mobility</i>
Street Improvement Fun	756,290	<i>Street program</i>
Facilities Maintenance Fund	2,880,000	<i>Reserve contributions</i>
Park Asset Reserve	200,000	<i>Reserve contributions</i>
<b>Total</b>	<b>\$3,850,880</b>	

The charts on the following page show department changes for General Fund expenditures, as compared to the prior year, and significant changes are described below.

*General Government* increases \$500,900, largely from increased insurance charges. *Finance and Administrative Services* decreases by \$224,000 due to one-time studies and contractual items budgeted in the prior year.

*Police Services* costs increase \$368,650, in total, mainly related to OCSO contract increases. *Fire Services* shows a \$426,870 overall increase, primarily from OCFA contract increases. The slight increase in *Marine Safety* are from scheduled personnel increases.

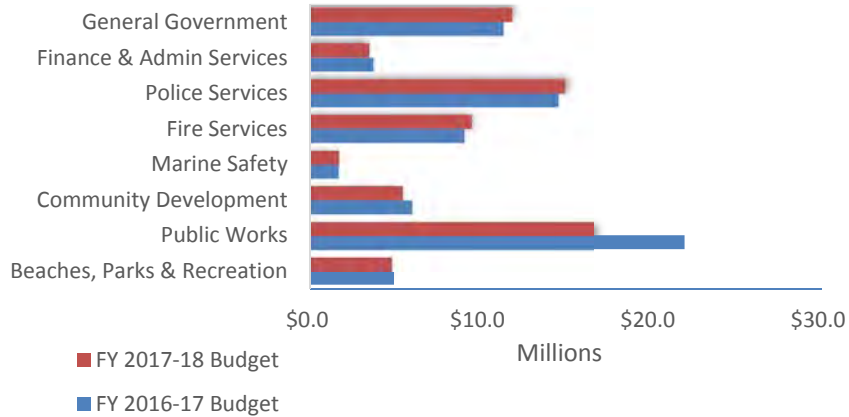
*Community Development* is lower by \$563,020, mostly due to Housing Element and Local Coastal Plan projects completed in the prior year. *Public Works* decreases by \$5,411,620, mainly the result of a net decrease in capital projects and one-time items in FY 2017-18.

*Beaches, Parks and Recreation* declines by \$142,340, due to funding for the Ole Hanson Beach Club renovation project and Class recreation software replacement budgeted in the prior year. These decreases were offset by staffing increases in the new fiscal year for operations at the newly opened Ole Hanson Beach Club.

# Financial Overview

## General Fund Expenditures by Department

Public Safety and General Government budgets increase in FY 2017-18



\* General Government includes City Council, City Manager, City Clerk, Economic Development and City General.

## General Fund Expenditures by Department

Total Public Safety for FY 2017-18 = \$26.1 million, or 43% of GF Operating Expenditures

Departments	2016-17 Budget	2016-17 Projected	2017-18 Budget	Dollar Change	% Bud 16-17 To Bud 17-18
General Government	\$11,314,650	\$10,900,540	\$11,815,550	\$500,900	4%
Finance & Admin Services	3,717,230	3,596,650	3,493,230	(224,000)	-6%
Police Services	14,524,180	14,520,430	14,892,830	368,650	3%
Fire Services	9,031,050	9,017,350	9,457,920	426,870	5%
Marine Safety	1,686,890	1,638,250	1,705,630	18,740	1%
Community Development	5,985,030	5,158,580	5,422,010	(563,020)	-9%
Public Works	21,988,480	21,329,530	16,576,860	(5,411,620)	-25%
Beaches, Parks & Rec.	4,930,300	4,799,350	4,787,960	(142,340)	-3%
<b>General Fund Expenditures</b>	<b>\$73,177,810</b>	<b>\$70,960,680</b>	<b>\$68,151,990</b>	<b>(\$5,025,820)</b>	<b>-7%</b>

In FY 2017-18, \$26.1 million, or 43% of General Fund operating expenditures, are budgeted for public safety: \$14.9 million for Police Services, \$9.5 million for Fire and Ambulance Services, and \$1.7 million for Marine Safety.

Reserve transfers are per recommendations in the 2017 Long-Term Financial Plan

### Reserve Contributions

The 2017 Long Term Financial Plan recommended transfers of \$200,000 to the Park Asset Replacement Reserve and \$380,000 to the Facilities Maintenance Reserve, which are both included in the FY 2017-18 budget. An additional transfer to the Facilities Maintenance Reserve was also recommended at that time in order to set aside funds for large, long-term facility projects, such as repairs and upgrades at City Hall and the Negocio building. An additional \$2.5 million transfer to the Facilities Maintenance Reserve is included for this purpose. The Council Contingency reserve is funded at \$100,000. Reserve contributions for FY 2017-18 are summarized below:

Additional \$2.5 million to the Facilities Maintenance Reserve for future large facility projects


Reserve Description	Contribution
Park Asset Replacement Reserve	\$ 200,000
Facilities Maintenance Reserve	2,880,000
Council Contingency Reserve	100,000
<b>Total</b>	<b>\$ 3,180,000</b>

# Financial Overview

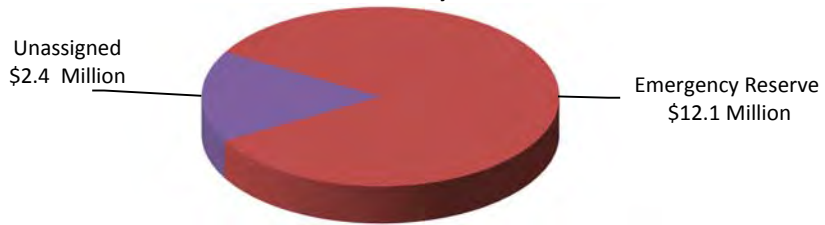
**Emergency reserve is 20% of operating expenditures, or \$12.1 million and is fully funded.**

## **Fund Balance – General Fund**

The FY 2017-18 ending fund balance projected for the General Fund is a total \$14.6 million, including an Emergency Reserve and Unassigned Fund Balance. The General Fund Emergency Reserve increases by \$701,000, to \$12.1 million. This represents 20% of operating expenditures for FY 2017-18, as per the City’s fiscal policy. Reserves are assigned for Emergency cost stabilization. The General Fund’s Unassigned Fund Balance is projected to be \$2.4 million at the end of FY 2017-18.

  
83% of fund balance is assigned


**Fund Balance  
June 30, 2018**



**SCCEA MOU is a three-year agreement, extending through June 30, 2020**

## **Labor Relations**

Recent negotiations with the San Clemente City Employees Association (SCCEA) resulted in a new three year labor agreement, with the term from July 1, 2017 through June 30, 2020. The agreement includes salary increases of 3.1% in July of each year, offset by employee pickup of an additional 1.1% in pension costs each year. By the last year of the agreement, employees will be paying the full employee share of pension costs. Changes noted for FY 2017-18 are included in the budget.

  
Full employee pick-up of employee’s share of pension costs by FY 2019-20

On June 9, 2014, administration of the City’s pension plan for active General employees transitioned from Great-West Retirement Services to CalPERS, who also administers the City’s pension plans for Safety Lifeguard members and prior Police and Fire Safety members. Pension administration for retired or inactive general employees remained with Empower Retirement (formerly Great-West), including related unfunded liability payments. Empower has notified the City they will no longer be providing defined benefit pension administration services, effective September 2017. Staff is currently reviewing alternatives for pension administration for former retired and inactive employees. Compared to the adjusted budget for FY 2016-17, the FY 2017-18 budget reflects a decrease of about 6% for retirement expenses, mainly due to employee pickup of an additional 1.1% in pension costs in FY 2017-18, per the new MOU agreement. In addition, the City’s actions over the last several years to pay down and restructure pension liabilities has helped contain costs in this area.

**A variety of staffing changes net to a decrease of 0.25 FTE for FY 2017-18**

A variety of staffing adjustments and reclassifications are included in the FY 2017-18 budget for a net total decrease of 0.25 FTE positions. A reorganization of the **Public Works Department** resulted in the creation of a new Utilities Department, with the reclassification of one Deputy Public Works Director position to Utilities Director and the elimination of another. In addition a Management Analyst position will be added in the restructured Public Works Department to provide additional technical and analytical support, and a vacant Park Planner position is being reclassified to an Associate Civil Engineer. The new **Utilities Department** also includes a reclassification of a Utilities Operations Supervisor position to Assistant Utilities Manager and upgrades of one Utilities Mechanic I and two Distribution/Collection Systems Operator I positions to level II. A Water Quality Code Compliance Officer in Environmental Services that had been frozen (not funded) in prior years is being reinstated as a limited-term position.

# Financial Overview

**In Community Development**, recommendations from the Matrix assessment study completed in FY 2016-17 results in limited-term Senior Code Compliance Officer and Code Compliance Technician positions being converted to regular, full-time, and an Associate Planner position being reclassified to a Senior Planner. The budget also includes the reclassification of a Community Development Specialist in the Building Division to a Plans Examiner, at the same pay grade.

In the **Beaches Parks, and Recreation Department**, changes include reclassification of the Assistant Beaches, Parks and Recreation Director position to Recreation Manager and the elimination of the Beaches, Parks and Recreation Director and a Management Analyst II, both previously frozen positions. With the Ole Hanson Beach Club and Pool reopening in FY 2016-17, a reorganization of Aquatics staffing to streamline services and staffing efforts includes the addition of one Recreation Coordinator position, the reclassification of one Recreation Supervisor position to an Aquatics Supervisor, increasing the hours of a benefited part-time Recreation Specialist position to full-time, and eliminating a part-time benefitted Recreation Specialist position. Staffing changes in the Recreation division also include the addition of one full-time Customer Service Specialist II at the San Clemente Aquatics Center and one three-quarter benefitted part-time Customer Service Specialist II at the newly reopened Ole Hanson Beach Club to improve customer service at these locations. To better meet Recreation programming needs, three benefitted part-time Recreation Specialist positions are being restructured to fund 2 full-time Recreation Specialists, for a net -0- FTE increase. A vacant, benefitted part-time Office Specialist II position in Golf is also being eliminated.

The **Finance and Administrative Services Department** includes the extension of a limited-term Revenue Analyst through the end of FY 2017-18. Further recap of these position changes can be found in the Staffing section of this budget document.

**Five-Year forecast has been updated to reflect FY 2017-18 budget**

**Five-Year Financial Forecast Summary – Operating Position & Fund Balance**

The City’s five-year financial forecast has been updated to reflect the FY 2017-18 budget to determine the impact of current budgetary decisions on the City’s future operating position and fund balances. This forecast is only an interim update of the overall forecast prepared earlier this year as part of the City’s annual Long Term Financial Plan (LTFP), which is available on the City’s website (<http://san-clemente.org/about-us/city-finances/long-term-financial-plan>). The economic and other assumptions used in the development of LTFP forecast won’t be updated until the new financial plan is prepared in January 2018.

**Forecast shows positive operating position in FY 2017-18 and 2018-19**

Results of the updated forecast with respect to operating position are shown below. The General Fund’s forecasted operating position is positive in the first two years of the five-year forecast, and negative beginning in FY 2019-20, mainly due to increasing public safety contractual costs and City pension costs outpacing conservative revenue projections. Projected operating deficits in future years will be eliminated during the budget process.

<b>Forecast Operating Position</b>	<b>2017-18</b>	<b>2018-19</b>	<b>2019-20</b>	<b>2020-21</b>	<b>2021-22</b>
Operating Revenues	\$61.5M	\$63.2M	\$65.0M	\$66.7M	\$68.6M
Operating Expenditures	60.5M	63.0M	65.3M	67.7M	70.2M
Projected surplus/deficit	\$ 1.0M	\$ 0.2M	\$ (0.3M)	\$ (1.0M)	\$ (1.6M)

Realization of the positive operating positions shown above, or as adjusted in future years, will add to the City’s Unassigned Fund Balance in the General Fund. Unassigned Fund Balance provides resources for capital projects, one-time costs and funding to build up reserve and replacement fund balances.

# Financial Overview

**Forecasted increase for General Fund operating revenues is an average of 3.1% per year**

## **Five Year Financial Forecast – Key Components**

General Fund Operating Revenues, in total, are anticipated to increase an average of 3.1% over the five-year forecast period, based on the updated forecast.

The City's two main revenue sources, Property Tax and Sales Tax, make up 65% of the City's General Fund Operating Revenue. Property taxes continue to rise and are projected to increase an average of 3.8% over the remaining forecast period from increased number of sales, appreciating property values, final recaptures of Proposition 8 reassessments that occurred during the recession, and the additional residential properties at the Sea Summit development. Sales taxes included in the forecast are projected to increase by 2% over the remaining forecast period, based on CPI increases. A full year of sales tax revenue was included in the budget in FY 2016-17 from the San Clemente Outlet Mall and the Estrella shopping center development. Opening of additional stores and restaurants at those locations is still anticipated but is not included in the forecast, as the timing and type of facilities is uncertain at this time.

**Operating expenditure growth projected at 4.0% per year**

General Fund Operating Expenditures are projected to increase at an average rate of 4.0% over the five-year forecast period, excluding the impact of one-time capital and maintenance costs. The projected increases are primarily due to anticipated higher costs for the police and fire services contracts and for pension contributions.

The police services contract with the Orange County Sheriff's Department (OCSD) is projected to increase by an average of 4.3%, or \$663,000, per year over the remaining forecast period, mainly from negotiated increases in personnel wages and benefits. The forecast does not assume any changes to staffing levels, beyond the current year. Actual contract amounts for future years are subject to negotiated changes to OCFA labor contracts as well as to the City's desired staffing levels.

The base contract with the Orange County Fire Authority (OCFA) for Fire services increases by 4.5%, or \$386,000, per year in the forecast, which is the maximum increase allowed annually under the contract. Most recent projections from OCFA indicate the City can expect the maximum increases for base contract over the remainder of the forecast period. Additional contributions to OCFA for capital maintenance and vehicle replacement reserves are also included in the forecast. The addition of a 4th firefighter on full rotation for the City of San Clemente is expected to be in place for the full year of FY 2017-18. The new addition is anticipated to be filled through overtime initially, with the first two years of costs fully paid by OCFA. It is proposed that the City begins to pick up a share of the costs in the third year, FY 2019-20. Full cost pick-up by the City would occur by the eighth year, at an annual cost projected at approximately \$780,000. Based on initial projections by OCFA in 2016, the City's phased-in share of these costs have been included in the last three years of the forecast. No other changes to OCFA staffing or service levels are assumed in the forecast.

Costs and associated revenues for the continued operation of two ambulances, year round, are also included in the forecast, based on escalation of current year costs. Currently one City ambulance is run by OCFA and one is run by a private ambulance provider. Per City Council direction earlier this year, staff will be engaging a private ambulance provider for operation of the both ambulances, beginning in FY 2017-18. Future projections will reflect the new contractual costs.

**Significant pension cost increases are expected in future years**

Pension Costs are anticipated to increase substantially over the forecast period. CalPERS, the pension administrator for most of the City's pension plans, has notified agencies that they will be reducing the discount rate in coming years, from 7.5% to 7.0%, using a phased-in approach over a three year period. Related cost increases begin in FY 2018-19. This will increase required contributions for normal costs as well as unfunded liability payments, for a total



# Financial Overview

increase estimated at \$200,000 to \$300,000 more per year for the City's active plans. Additionally, The City's unfunded liability payment for its pooled Safety plan, for prior Police and Fire Safety employees, is expected to increase \$500,000, or 50%, over the next five years. Projections for these future year increases have been included in the forecast.

## ***Economic Outlook***

The U.S. economic outlook over the next two years is the same as it has been in the recent past: continued expansion, but likely uneven and below trend. The current recovery is in its eighth year and has been very slow and demonstrably lopsided, benefiting some while leaving others behind. On the positive side, 15 million new jobs have been added since the recession, unemployment is below 5%, business investment has grown, corporate profits are at historically high levels and the stock market has risen over 200% since March of 2009, and continues to grow. In addition, housing starts are up, household wealth is up, and home equity wealth has rebounded and is close to an all time peak. However, counteracting those gains is the slow rate of growth and type of growth seen during the recovery. Job growth has been primarily in either low-paying sectors or high-paying sectors, while employment in middle income jobs has been hard to come by. Labor Force participation has dropped and productivity growth has been dismal for several years, and real GDP growth has averaged less than 2% from 2001-2016.

While continued slow and uneven growth is anticipated in the short-term, it continues to be restrained by a number of risks. Global risks have dissipated a bit compared to the start of 2016, though they still remain elevated. Uncertainty over the Federal Monetary policy also adds to financial instability. However, the biggest risk to the outlook relates to qualms arising from the recent U.S. Presidential election. Uncertainty regarding the new administration's policies and priorities persist, and the impact on the economic outlook is difficult to quantify.

Orange County and Southern California continue the trend of steady growth seen in the last several years, and employment has grown faster here than in the rest of the country. Housing prices have recovered nearly all of the losses incurred during the Great Recession and are now almost at their previous peaks. Construction activity continues to ramp up in Orange County surpassing that of the neighboring counties.

***The City's credit rating is the highest rating of "AAA"***

## **Bond Rating**

Based on the City of San Clemente's credit strength, the City received the highest credit rating of "AAA". An obligation rated "AAA" is the highest rating. This means that the City's capacity to meet its financial commitment on a debt obligation is extremely strong. Standard & Poor's published comments stated "In our view, financially, the City has performed very well in recent years and has maintained an unreserved fund balance of more than 40% of expenditures since 2001".

# Financial Overview

**Budgeted decision packages  
total \$1.3 million for All Funds**

***Decision Packages***

Decision packages incorporated into the budget total \$1,325,967 of which \$641,527 is for the General Fund and \$684,440 is for other funds. A summary of budgeted decision packages is as follows:

<b>General Fund Decision Packages - Budgeted</b>	<b>Amount</b>
<b><i>Staffing-Ongoing:</i></b>	
Extension of Limited Term Revenue Analyst (7 months)	\$1,500
Customer Service Specialist II for Ole Hanson & SC Aquatic Center (Add 1.75 FTE)	126,703
1 Rec. Specialist and 1 Rec.n Coordinator – Part-time to Full-time (Add 0.50 FTE)	53,763
Replace 3 Benefitted Part-time Recreation Specialists with 2 Full Time (Net 0 FTE)	7,986
Public Works Management Analyst position	105,182
Reclassify Park Planner position to Assoc. Civil Engineer	8,833
Increase Time Base for Emergency Planning Coord.(offset by associated revenue)	0
 <b><i>Other – Ongoing:</i></b>	
Annual Halloween/Fall Special Event (Beaches, Parks & Recreation)	5,000
Mobile Access to TRAKiT for Field Staff (ITSP)	4,000
 <b><i>Other – One-Time:</i></b>	
Special Event Fencing (Beaches, Parks & Recreation)	6,000
North Beach Farmers Market/Art Fair	1,060
Beach and Pier Concrete Picnic Tables (Public Works)	31,500
TRAKiT System Upgrade (I.T./Community Development) (ITSP)	175,000
Portable Outdoor Stage for Special Events	15,000
Transportation Strategic Plan	100,000
<b><i>General Fund Total</i></b>	<b><i>\$641,527</i></b>
 <b><i>Other Fund Decision Packages - Budgeted</i></b>	
<b><i>Staffing-Ongoing:</i></b>	
Reclassification - Utilities Water Operations Supervisor to Asst. Utilities Manager	7,680
Flex Fill – Utilities Mechanic I to level II	1,345
Flex Fill – Utilities Distribution/Collections System Operator I to level II	6,860
Flex Fill – Utilities Distribution/Collections System Operator I to level II	7,205
Reestablish Water Quality Code Compliance Officer-L/T (previously frozen)	64,298
 <b><i>Information Technology Strategic Plan - Ongoing:</i></b>	
Secondary Internet Service Provider (I.T.)	16,000
Contract and Insurance Management Program (I.T.)	13,000
 <b><i>Information Technology Strategic Plan – One-Time:</i></b>	
Upgrade/Replace Data Storage Equipment (I.T.)	150,000
Replacement and Maintenance of Cameras (I.T.)	20,000
Conference Room Technological Improvements (I.T.)	15,000
Telephone System Replacement/VOIP (I.T.)	200,000
 <b><i>Other – One-Time:</i></b>	
Replacement of Tractor (Golf Course)	39,600
Replacement of Electric Cart for Water Reclamation Plant (Utilities)	9,250
Cold Planer Attachment for CAT Skid-Steer Loader (Utilities)	14,500
Replacement of Electronic Message Board (Utilities)	24,000
Replacement of Portable Pump (Utilities)	80,000
Environmental Program Intern	15,702
<b><i>Other Funds Total</i></b>	<b><i>\$684,440</i></b>
<b><i>Total Decision Packages - Budgeted</i></b>	<b><i>\$1,325,967</i></b>

# The Budget Process

## The Budget Process

The City's budget process begins in November and concludes in June each year. An executive team approach is used to develop the budget. Senior management representatives from each department, along with the City Manager and Assistant City Manager, utilize guidance provided by the City Council through various Strategic Priority processes. Additionally, operational issues that affect the budget are examined in the Long-Term Financial Plan and financial recommendations are incorporated into the budget. The table on the following page illustrates the budget process in detail.

### ***The Capital Improvement Program Process***

The Capital Improvement Program (CIP) Committee, consisting of members from all City departments, annually prepares and updates the six-year CIP program. Projects proposed to be funded are reviewed by the CIP Committee as a part of the budget process to ensure that the City's priorities are addressed and that staffing levels and projected revenues are in place to perform the projects.

The City Manager and Assistant City Manager review the CIP Committee's prioritized list of proposed capital improvement projects and funding sources during the review of the operating budgets. The final Capital Improvement Program is presented by the City Manager during the budget workshops in May in conjunction with the City's Annual Budget. The City Council adopts a resolution approving the fiscal year Capital Improvement Program, along with the operating budgets, in June.

### ***Level of Control and Changes to Adopted Budget***

Budgetary control, the level at which expenditures cannot legally exceed the appropriated amount, is exercised at the *fund level*. Administrative policies provide guidelines on budget transfers and the authorization necessary to implement transfers. Generally, there are two types of budget transfers:

**Budget Adjustment:** This is a transfer which does not change the total appropriated amount within a fund and does not require Council action. Depending upon the budget category affected by the transfer, approval may be granted at the City Manager or Department Head level. Department Heads have discretion to reappropriation funds between certain line items within a program but may not exceed total appropriated amounts for each program. Additional expenditures for capital outlay items must be approved by the City Manager and City Council. Funds appropriated for salaries and benefits may not be expended for any other purpose without approval by the City Manager. The City Manager may transfer funds within and between programs and departments (with the exception of additional capital outlay expenditures, which require Council approval).

**Budget Amendment:** This is an adjustment to the total appropriated amount within a fund which was not included in the original budget. These supplemental appropriations are presented to City Council in an agenda report and require the passage by a simple majority of the City Council for approval. Types of modifications can be categorized as follows:

- Unanticipated revenue which was not projected in the budget may be appropriated by Council for expenditure in the year received.
- Prior year reserves or fund balances may be appropriated to fund items not previously included in the adopted budget. Reserves/fund balances exceeding minimum amounts required by administrative policies may be appropriated if it is determined to be in the best interest of the City. Council may also appropriate reserves in case of emergencies or unusual circumstances.
- Transfers between funds require a motion and agreement by the majority of the City Council.

Unexpended unencumbered appropriations automatically lapse at the end of the fiscal year and are included in the ending fund balance calculations within each fund.

# The Budget Process

## Budget Planning (November - December)

- Budget assumptions and policies are developed
- Budget instructions, training videos, and supporting information is published to budget website
- Human Resources distributes Reclassification Requests
- Capital Improvement Program development kickoff meeting

## Public Input and Priority Setting (January - March)

- City Council and Commissions meet in January to provide recommendations for budget development
- City Council's Strategic Priority Setting public workshop sets direction for the development of Departmental work plans
- City Council adopts the Long Term Financial Plan, which identifies critical areas expected to have a financial impact on the City over the next five years. Recommended alternatives to address these critical areas are identified and adopted by the City Council and incorporated into the budget.

## Staff Budget Development (January - March)

- Budget Kickoff/Staff Training Workshop
- Departments prepare base revenue and expenditure budgets by program, whereby expenditures and revenues are related to the Council and community goals identified during the Long Term Financial Plan and Strategic Priority processes.
- Decision packages are submitted to the City Manager for consideration. These include requests for reclassifications, new positions, new programs, or capital equipment.

## Staff Budget Review (March - April)

- City Manager and Assistant City Manager conduct line item review of base budgets, decision package requests, and the CIP Budget.
- City Manager considers the projected amount of available resources, direction provided by the City Council, the City's fiscal policies and the most cost-effective and efficient method of service delivery to the public.
- Proposed budget is finalized.
- Budget document is prepared, highlighting the major changes in the budget from the previous year.

## Council Budget Review and Adoption (May - June)

- In May, the City Manager presents the proposed budget to the City Council and a comprehensive workshop is held.
- In June, a public hearing is held and the City Council adopts the budget by resolution
- Final Adopted Budget document is published and made available to the public
- A supplemental line-item budget is also published, which provides additional departmental, division and program level detail.
- An executive budget summary document is provided as a public communication tool.

# Accounting Systems & Controls

## **Fund Accounting Structure**

The accounts of the City are organized on the basis of funds, each fund is considered a separate accounting entity. The operations of each fund are accounted for with a separate set of self-balancing accounts that comprise its assets, liabilities, fund equity, revenues, and expenditures or expenses, as appropriate. The funds utilized by the City are grouped into generic fund types (Governmental, Proprietary, and Fiduciary). Governmental funds are largely supported by general taxes. Proprietary funds are operated to recover the costs of operation through charges for services. Fiduciary funds are typically where the City acts in a trustee capacity on behalf of another person or entity. The categories within these fund types are summarized below:

### ***Governmental Funds:***

The **General Fund** is the general operating fund of the City. It is used to account for all financial resources traditionally associated with governments which are not required to be accounted for in another fund.

**Special Revenue Funds** are used to account for the proceeds of specific revenue sources that are restricted by law or administrative action to expenditures for specified purposes.

**Capital Project Funds** are used to account for financial resources to be used for the acquisition or construction of major capital facilities (other than those financed through proprietary funds or fiduciary funds).

**Debt Service Funds** are used to account for the accumulation of resources for, and the payment of, general long-term debt principal, interest, and related costs other than capitalized leases and compensated absences which are paid from the governmental funds.

### ***Proprietary Funds:***

**Enterprise Funds** are used to account for operations that are financed and operated in a manner similar to a private business enterprise. The intent of the City in using this type of fund is to determine that the costs (expenses, including depreciation) of providing goods or services to the general public on a continuing basis be financed or recovered primarily through user charges.

**Internal Service Funds** are used to account for the financing of goods or services provided by one department or agency to other departments or agencies of the City, or to other governments, on a cost reimbursement basis.

### ***Fiduciary Funds:***

**Trust and Agency Funds** are used to account for assets held by the City in a trustee capacity or as an agent for individuals, private organizations, and other governments. Since activities recorded within these funds are outside the control of the City Council, these funds are not included within this budget document.

### ***Fund Changes***

In accordance with generally accepted accounting principles, the City annually reviews all funds to determine the minimum number of funds necessary for financial management and control. The City currently has 27 budgeted funds, including the General Fund. During this Fiscal Year, the Low/Moderate Income Housing Fund is separated from the Developers Improvement Fund.

# Accounting Systems & Controls

The following table provides a summary of the various funds of the City of San Clemente and includes both Major and Non-Major funds as reported in the City's Comprehensive Annual Financial Report (CAFR). Additional information on each fund is available in various sections of this annual budget.

Governmental Funds				Proprietary Funds	
<i>General Fund*</i>	<i>Special Revenue Funds</i>	<i>Capital Projects Funds</i>	<i>Debt Service Funds</i>	<i>Enterprise Funds</i>	<i>Internal Service Funds</i>
	Street Improvement	Parks Aquisition and Development	Negocio Building	Water Fund*	Central Services
	Gas Tax	Local Drainage Facilities		Sewer Fund*	Information Technology
	Miscellaneous Grants	RCFPP		Storm Drain	Fleet
	Air Quality Improvement	Public Facilities Construction Fee*		Clean Ocean	Medical Insurance
	Local Cable Infrastructure	Developers Improvement		Solid Waste	Workers' Compensation
	Police Grants	Reserve		Golf Course*	General Liability
		Low/Moderate Income Housing			

\* Recognized as a major fund in the City's CAFR. Major funds represent the significant activities of the City and basically include any fund whose revenues or expenditures, excluding other financing sources and uses constitute more than 10% of the City's revenues or expenditures. The City can also select a major fund.

Funds not budgeted and excluded from the schedule above include the Employee Benefits Fund and the Pension Trust Fiduciary Fund.

# Accounting Systems & Controls

## Budgetary Basis and Basis of Accounting

The budget constitutes the legal authority for expenditures. The annual budget is adopted with budgetary control at the fund level so expenditures may not legally exceed appropriations at that level of detail. Budgetary controls are maintained to ensure compliance with legal provisions embodied in the annual appropriated budget approved by the City Council. Transfers or revision within funds are allowed, but only the City Council has the legal authority to increase or decrease a given fund's annual budget. The Comprehensive Annual Financial Report (CAFR) shows the status of the City's finances on the basis of "generally accepted accounting principles" (GAAP) and on a budgetary basis. In most cases, this conforms to the way the City prepares its budget.

Governmental fund types (General Fund, Special Revenue Funds, etc.) utilize the modified accrual basis of accounting. Under the modified accrual basis of accounting, revenues are recognized when they become measurable and available. Expenditures are recognized when the liability has been incurred, with the exception that principal and interest payments on general long-term debt are recognized when due. Budgets for governmental fund types are adopted on a basis consistent with GAAP.

Proprietary fund types, including Enterprise (Water, Sewer, etc.) and Internal Service Funds (Information Technology, Fleet Operating, etc.), are operated in a manner similar to private business enterprise. These funds use the accrual basis of accounting where revenues are recognized when earned and expenses are recognized when incurred. These funds are budgeted based on Net Working Capital to provide a more accurate picture of whether there is sufficient funding to cover the cost of current operations. Net Working Capital is essentially current assets minus current liabilities with capital assets excluded from the calculation. Exceptions from GAAP are as follows:

- *Compensated absences liabilities, in Enterprise and Internal Service Funds, that are expected to be liquidated with expendable available financial resources are accrued as earned by employees (GAAP) as opposed to being expended when paid (Budget).*
- *Pension receivable and payables that are not short term in nature are excluded from the new working capital calculation.*
- *Principal payments on long-term debt within Enterprise & Internal Service Funds are applied to the outstanding liability on a GAAP basis, as opposed to being expended on a Budget basis.*
- *Capital outlay within the Enterprise Funds are recorded as assets on a GAAP basis and expended on a Budget basis.*

## Financial Management

The City of San Clemente is committed to the highest standards of responsible financial reporting and management practices. These standards are based on established financial principles and practices, formal fiscal policies and state law. These practices set forth the basic framework related to the core values of the City and to achieve Financial Sustainability addressed as follows:

**Financial stability** by taking a long-term approach to its finances by developing and maintaining long-term plans, carefully weighing the cost and benefits of development opportunities and adhering to sound debt, reserve and investment policies.

**Quality of life and local economic vitality** is maintained to ensure a safe and healthy atmosphere for its residents, businesses and visitors, while preserving and enhancing its unique cultural and environmental attributes.

**Environmental and economic sustainability** by supporting continued investment in physical infrastructure and facilities and by having policies and programs that support a clean and healthy natural environment.

**Transparency and engagement** for the community by producing planning and report mechanisms that make it clear how the City plans to use its resources to achieve the community vision.

# Accounting Systems & Controls

The City, including the City Council, Mayor and staff work together to ensure that all financial matters of the City are addressed with care, integrity and in the best interest of the citizens. The City is committed to engaging the public as a partner in formulating plans and delivering services.

Established policies are presented in the Fiscal Policy section. The Fiscal Policy statements address the following:

- *Operating Budget*
- *Expenditures*
- *Capital Improvement*
- *Fund Balance and Reserves*
- *Accounting, Auditing and Financial Reporting*
- *Revenues*
- *Utility Rates and Fees*
- *Debt - Short term and Long Term*
- *Investments*
- *Long Term Financial Planning*

The Fiscal Policy section also addresses State Proposition 4 (Gann Initiative), which places limits on the amount of revenue that can be spent by government agencies, and the City's Debt Summary, which lists all outstanding debt of the City and related entities.

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In addition to having Fiscal Policies in place, the City financial processes include procedures to maximize the financial resources of the City by focusing on Internal Controls throughout the City, and the proper allocation of costs to responsible departments through Interdepartmental Charges and the City's Cost Allocation Plan. These charges are discussed in more detail in the following paragraphs.

## **Internal Controls**

The City is responsible for establishing and maintaining an internal control structure designed to ensure that the assets of the government are protected from loss, theft, or misuse and to ensure that adequate accounting data are compiled to allow for the preparation of financial statements in conformity with generally accepted accounting principles. The internal control structure is designed to provide reasonable, but not absolute assurance that these objectives are met. The concept of reasonable assurance recognizes that the cost of a control should not exceed the benefits likely to be derived, and that the valuation of costs and benefits requires estimates and judgments by management.

## **Interdepartmental Charges**

Interdepartmental charges are cost allocations for goods and services provided by one City department to another City department on a cost reimbursement basis. A fair and equitable methodology is determined for identifying and distributing direct and indirect cost from a service provider to the service consumer. As an example, Internal Service Funds receive revenues from other City departments for charges such as insurance, postage, duplicating, central services, data processing, communications, fleet rental, etc. These interdepartmental charges are established annually and are based generally upon actual use of the goods or services. Replacement charges to the Fleet Replacement Reserve and the Capital Equipment Replacement Reserve are based upon the anticipated cost of replacement. Replacement charges are allocated annually over the life of the vehicle or equipment.

## **Cost Allocation Plan**

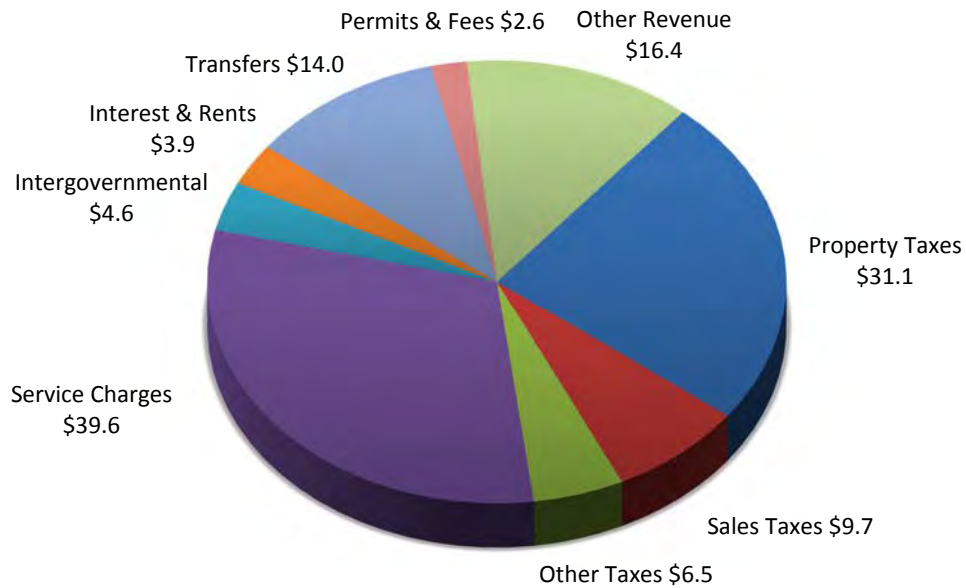
The Finance and Administrative Services Department annually produces a Cost Allocation Plan which is used to distribute General Fund administrative costs to the various City operations. The allocation of these costs is based on a variety of factors. Examples include allocating (1) Human Resource costs based on the number of employees in the payroll system per department, (2) a portion of Finance costs based on the number of cash receipting transactions per fund, and (3) City Clerk costs based on a thirty-six month rolling average of agenda items by department. The cost allocation plan is based on prior fiscal year actual costs.



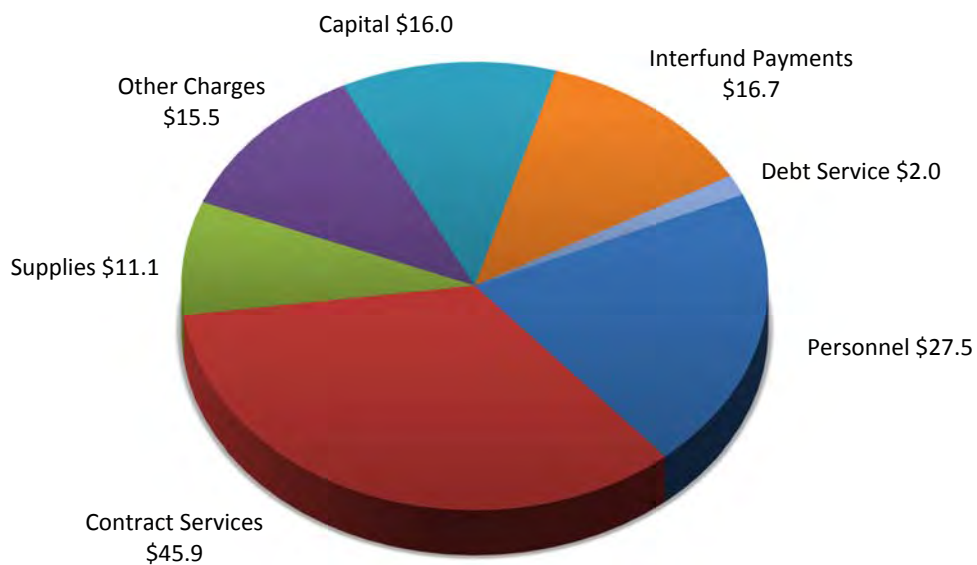
# All Funds Budget Overview

Fiscal Year 2017 - 2018

## Where the Money Comes From\* (Total \$128.4 million)



## Where the Money Goes\* (Total \$134.7 million)<sup>1</sup>



\*All amounts are rounded

<sup>1</sup> Fund Balance Reserves are used for one-time costs.

All numbers show in millions



# All Funds Budget Summary

	Beginning Balance	FY 2017-18 Revenues	FY 2017-18 Expenditures	Ending Balance	Changes in Balances	% Change
<b>General Fund</b>	19,340,179	63,323,610	68,151,990	14,511,799	(4,828,380)	-25%
<b>Special Revenue Funds</b>						
Street Improvement	4,310,800	1,943,590	2,891,160	3,363,230	(947,570)	-22%
Gas Tax	1,642,940	1,540,390	2,026,310	1,157,020	(485,920)	-30%
Miscellaneous Grants	262,330	633,780	563,830	332,280	69,950	27%
Air Quality Improvement	196,540	189,420	234,570	151,390	(45,150)	-23%
Local Cable Infrastructure	184,580	225,000	225,000	184,580	0	-100%
Police Grants	94,520	101,000	100,000	95,520	1,000	1%
<b>Capital Project Funds</b>						
Parks Acquisition & Dev.	1,625,800	81,600	164,080	1,543,320	(82,480)	-5%
Local Drainage Facilities	3,274,510	30,500	415,840	2,889,170	(385,340)	-12%
RCFPP	795,980	143,960	216,120	723,820	(72,160)	-9%
Public Facilities Construction Fee	7,439,340	275,250	1,003,950	6,710,640	(728,700)	-10%
Developers Improvement	12,732,620	836,600	14,840	13,554,380	821,760	6%
Low/ Moderate Income Housing	2,589,630	1,000	0	2,590,630	1,000	0%
Reserve	6,405,640	4,048,370	1,935,000	8,519,010	2,113,370	33%
<b>Debt Service Funds</b>						
Negocio Debt Service	137,680	0	137,680	0	(137,680)	-100%
<b>Enterprise Funds</b>						
Water - Operating	2,543,450	20,052,955	21,023,580	1,572,825	(970,625)	-38%
- Depreciation Reserve	2,501,658	2,856,026	3,127,150	2,230,534	(271,124)	-11%
- Acreage Fee	374,546	6,993	405,200	(23,661)	(398,207)	-106%
- Other Agency	2,705,366	743,286	514,950	2,933,702	228,336	8%
Sewer - Operating	2,106,439	9,070,621	10,146,040	1,031,020	(1,075,419)	-51%
- Depreciation Reserve	2,524,686	2,591,260	2,126,920	2,989,026	464,340	18%
- Connection Fee	5,442,076	82,841	40,350	5,484,567	42,491	1%
- Other Agency	2,526,199	331,278	14,070	2,843,407	317,208	13%
Storm Drain - Operating	505,885	1,539,177	1,725,750	319,312	(186,573)	-37%
- Depreciation Reserve	811,975	902,323	560,700	1,153,598	341,623	42%
Solid Waste Management	331,140	198,700	240,920	288,920	(42,220)	-13%
Golf - Operating	(599,946)	2,132,212	2,193,280	(661,014)	(61,068)	10%
- Depreciation Reserve	2,185,147	222,653	52,060	2,355,740	170,593	8%
- Capital Improvement	1,197,789	151,535	5,780	1,343,544	145,755	12%
Clean Ocean - Operating	1,488,434	2,651,466	3,207,110	932,790	(555,644)	-37%
- Depreciation Reserve	316,606	379,034	391,710	303,930	(12,676)	-4%
<b>Internal Service Funds</b>						
Central Services	157,310	587,280	721,350	23,240	(134,070)	-85%
Information Technology	93,190	2,043,090	2,062,470	73,810	(19,380)	-21%
Contract Fleet Services	347,914	756,496	987,650	116,760	(231,154)	-66%
Fleet Replacement Reserve	4,359,296	577,644	168,160	4,768,780	409,484	9%
Medical Insurance	21,780	3,666,660	3,651,560	36,880	15,100	69%
Workers' Compensation	1,444,380	494,400	574,770	1,364,010	(80,370)	-6%
General Liability Self Insurance	1,373,380	3,008,000	2,684,590	1,696,790	323,410	24%
<b>Total All Funds</b>	<b>95,791,789</b>	<b>128,420,000</b>	<b>134,706,490</b>	<b>89,505,299</b>	<b>(6,286,490)</b>	<b>-7%</b>

# All Funds Summary-Revenues by Category

Fund Description	Beginning Fund Balance	Taxes	Permit & Fees	Receipts from Otr Agencies	Charges for Svcs.	Interest & Rentals	Internal Transfers	Fines & Other Revenues	Total Budget
<b>General</b>	\$19,340,179	\$47,058,000	\$1,767,770	\$1,137,410	\$5,498,370	\$2,873,770	\$4,355,290	\$633,000	\$82,663,789
<b>Special Revenue:</b>									
Street Improvement	4,310,800	0	0	937,300	0	50,000	956,290	0	6,254,390
Gas Tax	1,642,940	0	0	1,465,500	0	60,300	14,590	0	3,183,330
Miscellaneous Grants	262,330	0	0	623,780	0	0	0	10,000	896,110
Air Quality Imprvmnt.	196,540	0	0	186,420	0	3,000	0	0	385,960
Local Cable Infrastructure	184,580	225,000	0	0	0	0	0	0	409,580
Police Grants	94,520	0	0	100,000	0	1,000	0	0	195,520
	6,691,710	225,000	0	3,313,000	0	114,300	970,880	10,000	11,324,890
<b>Capital Projects:</b>									
Parks Acquis. & Dev.	1,625,800	0	23,600	0	0	8,000	0	50,000	1,707,400
Local Drainage Fac.	3,274,510	0	500	0	0	30,000	0	0	3,305,010
RCFPP	795,980	0	117,960	0	0	26,000	0	0	939,940
Pub. Facilities Const.	7,439,340	0	215,250	0	0	60,000	0	0	7,714,590
Developers Imprvmnt.	12,732,620	0	418,250	0	388,350	30,000	0	0	13,569,220
Low/Mod Income Housing Reserve	2,589,630	0	0	0	0	1,000	0	0	2,590,630
	6,405,640	0	0	0	0	30,000	3,995,700	22,670	10,454,010
	34,863,520	0	775,560	0	388,350	185,000	3,995,700	72,670	40,280,800
<b>Debt Svc Fund:</b>									
Negocio Debt Service	137,680	0	0	0	0	0	0	0	137,680
<b>Enterprise:</b>									
Water- Operating	2,543,450	0	0	175,000	18,909,760	40,695	0	927,500	22,596,405
- Depr. Reserve	2,501,658	0	0	0	0	40,026	25,000	2,791,000	5,357,684
- Acreage Fee	374,546	0	1,000	0	0	5,993	0	0	381,539
- Other Agency	2,705,366	0	0	0	0	43,286	0	700,000	3,448,652
Sewer- Operating	2,106,439	0	300	0	9,037,240	26,081	0	7,000	11,177,060
- Depr. Reserve	2,524,686	0	0	0	0	31,260	0	2,560,000	5,115,946
- Conn. Fee	5,442,076	0	15,460	0	0	67,381	0	0	5,524,917
- Other Agency	2,526,199	0	0	0	0	31,278	0	300,000	2,857,477
Storm Drain Utility	505,885	0	0	0	1,150,500	7,677	381,000	0	2,045,062
- Depr. Reserve	811,975	0	0	0	0	12,323	0	890,000	1,714,298
Solid Waste Mgmt	331,140	0	9,000	16,000	171,000	2,000	0	700	529,840
Golf - Operating	(599,946)	0	0	0	1,739,000	393,212	0	0	1,532,266
- Depr. Reserve	2,185,147	0	0	0	0	6,516	20,000	196,137	2,407,800
- Capital Impr.	1,197,789	0	0	0	0	3,572	0	147,963	1,349,324
Clean Ocean	1,488,434	0	0	0	2,300,000	18,966	0	332,500	4,139,900
- Depr. Reserve	316,606	0	0	0	0	4,034	375,000	0	695,640
	26,961,450	0	25,760	191,000	33,307,500	734,300	801,000	8,852,800	70,873,810
<b>Internal Service:</b>									
Central Services	157,310	0	0	0	42,000	2,500	542,780	0	744,590
Information Technology	93,190	0	0	0	0	9,000	2,034,090	0	2,136,280
Fleet- Operating	347,914	0	0	0	0	2,956	743,540	10,000	1,104,410
- Replacement	4,359,296	0	0	0	0	37,044	540,600	0	4,936,940
Medical Insurance	21,780	0	0	0	351,000	100	0	3,315,560	3,688,440
Worker's Comp.	1,444,380	0	0	0	0	10,400	0	484,000	1,938,780
General Liability Self Ins.	1,373,380	0	0	0	0	8,000	0	3,000,000	4,381,380
	7,797,250	0	0	0	393,000	70,000	3,861,010	6,809,560	18,930,820
<b>Total All Funds</b>	<b>\$95,791,789</b>	<b>\$47,283,000</b>	<b>\$2,569,090</b>	<b>\$4,641,410</b>	<b>\$39,587,220</b>	<b>\$3,977,370</b>	<b>\$13,983,880</b>	<b>\$16,378,030</b>	<b>\$224,211,789</b>

# All Funds Summary-Expenditures by Category

Fund Description	Personnel	Supplies	Contractual Services	Other Charges	Capital Outlay	Interfund Payments	Debt Service	Ending Fund Balance	Total Budget
<b>General</b>	\$18,123,080	\$1,312,050	\$33,289,240	\$1,189,830	\$4,534,600	\$8,664,190	\$1,039,000	\$14,511,799	\$82,663,789
<b>Special Revenue:</b>									
Street Improvement	0	0	575,000	0	2,300,000	16,160	0	3,363,230	6,254,390
Gas Tax	0	0	50,000	72,980	1,407,000	496,330	0	1,157,020	3,183,330
Miscellaneous Grants	10,850	0	156,500	44,000	330,000	22,480	0	332,280	896,110
Air Quality Imprvmnt.	0	0	199,570	0	35,000	0	0	151,390	385,960
Local Cable Infrastructure	0	0	0	0	225,000	0	0	184,580	409,580
Police Grants	0	0	100,000	0	0	0	0	95,520	195,520
	10,850	0	1,081,070	116,980	4,297,000	534,970	0	5,284,020	11,324,890
<b>Capital Projects:</b>									
Parks Acquis. & Dev.	0	0	0	0	150,000	14,080	0	1,543,320	1,707,400
Local Drainage Fac.	0	0	0	0	400,000	15,840	0	2,889,170	3,305,010
RCFPP	0	0	0	0	200,000	16,120	0	723,820	939,940
Pub. Facilities Const.	0	0	0	0	150,000	853,950	0	6,710,640	7,714,590
Developers Imprvmnt.	0	0	0	0	0	14,840	0	13,554,380	13,569,220
Low/Mod Income Housing	0	0	0	0	0	0	0	2,590,630	2,590,630
Reserve	260,000	0	0	0	1,675,000	0	0	8,519,010	10,454,010
	260,000	0	0	0	2,575,000	914,830	0	36,530,970	40,280,800
<b>Debt Svc Fund:</b>									
Negocio Debt Service	0	0	0	0	0	137,680	0	0	137,680
<b>Enterprise:</b>									
Water- Operating	3,536,160	8,381,080	2,798,210	3,647,930	47,750	1,711,850	900,600	1,572,825	22,596,405
- Depr. Reserve	0	0	650,000	0	2,250,000	227,150	0	2,230,534	5,357,684
- Acreage Fee	0	0	0	0	400,000	5,200	0	(23,661)	381,539
- Other Agency	0	0	500,000	0	0	14,950	0	2,933,702	3,448,652
Sewer- Operating	2,693,020	726,250	2,162,460	2,918,300	80,000	1,566,010	0	1,031,020	11,177,060
- Depr. Reserve	0	0	1,000,000	0	850,000	276,920	0	2,989,026	5,115,946
- Conn. Fee	0	0	0	0	0	40,350	0	5,484,567	5,524,917
- Other Agency	0	0	0	0	0	14,070	0	2,843,407	2,857,477
Storm Drain Utility	387,010	12,200	184,410	890,000	0	252,130	0	319,312	2,045,062
- Depr. Reserve	0	0	200,000	0	300,000	60,700	0	1,153,598	1,714,298
Solid Waste Mgmt	107,410	14,900	20,500	20,300	0	77,810	0	288,920	529,840
Golf - Operating	869,310	142,200	482,500	347,600	0	316,670	35,000	(661,014)	1,532,266
- Depr. Reserve	0	0	0	0	46,000	6,060	0	2,355,740	2,407,800
- Capital Impr.	0	0	0	0	0	5,780	0	1,343,544	1,349,324
Clean Ocean	486,560	47,880	1,090,180	206,450	0	1,376,040	0	932,790	4,139,900
- Depr. Reserve	0	0	0	0	375,000	16,710	0	303,930	695,640
	8,079,470	9,324,510	9,088,260	8,030,580	4,348,750	5,968,400	935,600	25,098,240	70,873,810
<b>Internal Service:</b>									
Central Services	60,960	52,430	525,270	0	0	44,570	38,120	23,240	744,590
Information Technology	836,010	5,000	964,800	15,600	85,000	156,060	0	73,810	2,136,280
Fleet- Operating	0	362,350	572,840	0	0	52,460	0	116,760	1,104,410
- Replacement	0	0	0	0	164,740	3,420	0	4,768,780	4,936,940
Medical Insurance	0	0	2,400	3,575,900	0	73,260	0	36,880	3,688,440
Worker's Comp.	0	7,100	12,500	515,000	0	40,170	0	1,364,010	1,938,780
General Liability Self Ins.	166,450	700	403,300	2,058,700	0	55,440	0	1,696,790	4,381,380
	1,063,420	427,580	2,481,110	6,165,200	249,740	425,380	38,120	8,080,270	18,930,820
<b>Total All Funds</b>	<b>\$27,536,820</b>	<b>\$11,064,140</b>	<b>\$45,939,680</b>	<b>\$15,502,590</b>	<b>\$16,005,090</b>	<b>\$16,645,450</b>	<b>\$2,012,720</b>	<b>\$89,505,299</b>	<b>\$224,211,789</b>

# Budget Comparisons By Fund - Revenues

Description	FY 2015-16 Actual	FY 2016-17 Adj Budget	FY 2016-17 Projected	FY 2017-18 Budget	Percent Change
<b>General</b>	<b>\$59,828,660</b>	<b>\$63,010,980</b>	<b>\$63,318,080</b>	<b>\$63,323,610</b>	<b>0%</b>
<b>Special Revenue:</b>					
Street Improvement	1,798,626	2,028,590	2,091,960	1,943,590	-4%
Gas Tax	1,961,584	3,660,420	3,478,450	1,540,390	-58%
Miscellaneous Grants	428,532	859,010	370,780	633,780	-26%
Air Quality Improvement	88,094	625,900	625,900	189,420	-70%
Local Cable Infrastructure	183,476	225,000	226,100	225,000	0%
Police Grants	118,716	100,650	100,980	101,000	0%
<b>Total Special Revenue</b>	<b>4,579,028</b>	<b>7,499,570</b>	<b>6,894,170</b>	<b>4,633,180</b>	<b>-38%</b>
<b>Capital Projects:</b>					
Parks Acquisition & Dev.	213,098	29,100	579,550	81,600	180%
Local Drainage Facilities	51,160	24,500	32,000	30,500	24%
R C F P P	223,648	182,280	192,380	143,960	-21%
Public Facilities Construction Fee	410,969	1,165,810	1,090,150	275,250	-76%
Developers Improvement	2,431,750	1,604,560	1,424,340	836,600	-48%
Low/Moderate Income Housing Reserve	109,404	28,960	29,960	1,000	-97%
	793,093	3,601,380	3,610,080	4,048,370	12%
<b>Total Capital Projects</b>	<b>4,233,122</b>	<b>6,636,590</b>	<b>6,958,460</b>	<b>5,417,280</b>	<b>-18%</b>
<b>Negocio Debt Service</b>	<b>1,889,242</b>	<b>531,350</b>	<b>531,140</b>	<b>0</b>	<b>-100%</b>
<b>Enterprise:</b>					
Water - Operating	18,291,206	17,484,670	17,941,970	20,052,955	15%
- Depreciation Reserve	3,024,010	2,847,288	2,847,288	2,856,026	0%
- Acreage Fee Reserve	48,901	115,946	127,156	6,993	-94%
- Other Agency	848,234	824,356	824,356	743,286	-10%
Sewer - Operating	9,562,969	9,058,432	9,198,669	9,070,621	0%
- Depreciation Reserve	3,157,860	3,407,280	3,419,936	2,591,260	-24%
- Connection Fee Reserve	400,929	352,931	508,126	82,841	-77%
- Other Agency	279,622	385,357	388,429	331,278	-14%
Storm Drain Utility - Operating	1,538,855	1,534,728	1,535,565	1,539,177	0%
- Depreciation Reserve	1,729,576	1,081,412	1,308,795	902,323	-17%
Solid Waste Management	229,895	162,500	199,500	198,700	22%
Golf - Operating	2,234,260	2,291,150	2,073,754	2,132,212	-7%
- Depreciation Reserve	272,341	258,774	258,067	222,653	-14%
- Capital Improvement Reserve	154,581	148,216	151,269	151,535	2%
Clean Ocean - Operating	2,643,227	2,608,903	2,591,094	2,651,466	2%
- Improvement Reserve	180,805	1,552,597	1,552,906	379,034	-76%
<b>Total Enterprise</b>	<b>44,597,271</b>	<b>44,114,540</b>	<b>44,926,880</b>	<b>43,912,360</b>	<b>0%</b>
<b>Internal Service:</b>					
Central Services	487,925	423,670	415,970	587,280	39%
Information Technology	1,762,380	2,165,220	2,171,220	2,043,090	-6%
Fleet - Operating	960,906	887,118	873,834	756,496	-15%
- Replacement Reserve	895,655	576,912	588,106	577,644	0%
Medical Insurance	2,946,273	3,610,600	3,608,100	3,666,660	2%
Workers' Compensation	452,183	450,120	490,880	494,400	10%
General Liability Self Insurance	5,881,635	2,950,100	4,941,110	3,008,000	2%
<b>Total Internal Service</b>	<b>13,386,957</b>	<b>11,063,740</b>	<b>13,089,220</b>	<b>11,133,570</b>	<b>1%</b>
<b>Total All Funds *</b>	<b>\$128,514,280</b>	<b>\$132,856,770</b>	<b>\$135,717,950</b>	<b>\$128,420,000</b>	<b>-3%</b>

\*Excludes Fund Balances

# Budget Comparisons By Fund - Expenditures

Description	FY 2015-16 Actual	FY 2016-17 Adj Budget	FY 2016-17 Projected	FY 2017-18 Budget	Percent Change
<b>General</b>	<b>\$60,877,331</b>	<b>\$73,177,810</b>	<b>\$70,960,680</b>	<b>\$68,151,990</b>	<b>-7%</b>
<b>Special Revenue:</b>					
Street Improvement	1,508,181	6,255,660	5,282,360	2,891,160	-54%
Gas Tax	1,833,963	9,142,930	8,559,710	2,026,310	-78%
Miscellaneous Grants	378,541	964,200	544,530	563,830	-42%
Air Quality Improvement	161,992	907,420	870,000	234,570	-74%
Local Cable Infrastructure	83	224,910	224,910	225,000	0%
Police Grants	103,733	125,930	124,320	100,000	-21%
<b>Total Special Revenue</b>	<b>3,986,493</b>	<b>17,621,050</b>	<b>15,605,830</b>	<b>6,040,870</b>	<b>-66%</b>
<b>Capital Projects:</b>					
Parks Acquisition & Dev.	34,955	41,160	41,160	164,080	299%
Local Drainage Facilities	69,480	815,490	665,490	415,840	-49%
R C F P P	194,235	2,883,860	2,883,860	216,120	-93%
Public Facilities Construction Fee	256,395	251,110	1,031,110	1,003,950	300%
Developers Improvement	598,894	2,336,140	2,311,140	14,840	-99%
Low/Moderate Income Housing Reserve	0	0	0	0	0%
	781,642	1,763,420	1,602,140	1,935,000	10%
<b>Total Capital Projects</b>	<b>1,935,601</b>	<b>8,091,180</b>	<b>8,534,900</b>	<b>3,749,830</b>	<b>-54%</b>
<b>Negocio Debt Service</b>	<b>560,533</b>	<b>2,035,720</b>	<b>2,001,470</b>	<b>137,680</b>	<b>-93%</b>
<b>Enterprise:</b>					
Water - Operating	19,181,465	20,862,600	20,130,690	21,023,580	1%
- Depreciation Reserve	1,880,362	13,343,980	12,504,520	3,127,150	-77%
- Acreage Fee Reserve	93,787	2,532,150	2,536,060	405,200	-84%
- Other Agency	865,889	2,655,110	2,655,110	514,950	-81%
Sewer - Operating	9,304,472	9,752,460	9,500,680	10,146,040	4%
- Depreciation Reserve	2,485,697	13,082,580	11,866,310	2,126,920	-84%
- Connection Fee Reserve	908,378	1,958,990	1,562,590	40,350	-98%
- Other Agency	48,960	524,790	524,790	14,070	-97%
Storm Drain Utility - Operating	1,536,843	1,756,910	1,703,760	1,725,750	-2%
- Depreciation Reserve	1,243,244	2,230,250	3,999,230	560,700	-75%
Solid Waste Management	222,153	246,320	224,240	240,920	-2%
Golf - Operating	2,321,290	2,257,710	2,217,710	2,193,280	-3%
- Depreciation Reserve	123,460	128,090	128,080	52,060	-59%
- Capital Improvement Reserve	10,129	33,680	33,680	5,780	-83%
Clean Ocean - Operating	2,316,147	4,419,930	4,089,780	3,207,110	-27%
- Depreciation Reserve	122,607	1,737,290	1,364,560	391,710	-77%
<b>Total Enterprise</b>	<b>42,664,883</b>	<b>77,522,840</b>	<b>75,041,790</b>	<b>45,775,570</b>	<b>-41%</b>
<b>Internal Service:</b>					
Central Services	520,873	595,450	570,380	721,350	21%
Information Technology	1,549,581	2,781,260	2,727,560	2,062,470	-26%
Fleet - Operating	936,601	1,040,070	905,660	987,650	-5%
- Replacement Reserve	30,576	1,580,890	1,502,380	168,160	-89%
Medical Insurance	2,750,841	3,440,580	3,598,630	3,651,560	6%
Workers' Compensation	577,248	603,000	578,580	574,770	-5%
General Liability Self Insurance	4,426,144	5,572,720	5,567,570	2,684,590	-52%
<b>Total Internal Service</b>	<b>10,791,864</b>	<b>15,613,970</b>	<b>15,450,760</b>	<b>10,850,550</b>	<b>-31%</b>
<b>Total All Funds *</b>	<b>\$120,816,705</b>	<b>\$194,062,570</b>	<b>\$187,595,430</b>	<b>\$134,706,490</b>	<b>-31%</b>

\*Excludes Fund Balances

# All Fund Revenues Summary

Description	FY 2015-16 Actual	FY 2016-17 Adj Budget	FY 2016-17 Projected	FY 2017-18 Budget	% Bud 16-17 To Bud 17-18
<b>Beginning Fund Balances</b>	\$139,971,707	\$147,669,269	\$147,669,269	\$95,791,789	-35%
Property Taxes	29,306,450	29,610,150	29,660,180	31,142,000	5%
Transient Occupancy Tax	2,332,712	2,560,660	2,670,000	2,735,000	7%
Sales Tax	8,987,220	9,614,000	9,614,000	9,668,000	1%
Franchise Fees	2,662,771	2,725,200	2,679,000	2,737,000	0%
Business License Tax	1,065,760	948,000	953,300	1,001,000	6%
<b>Total Taxes</b>	<b>44,354,913</b>	<b>45,458,010</b>	<b>45,576,480</b>	<b>47,283,000</b>	<b>4%</b>
Construction Permits	1,773,011	1,588,810	1,630,700	1,630,530	3%
Developer Fees	1,302,484	879,180	959,280	674,060	-23%
Alarm Permits	81,600	92,000	88,000	88,000	-4%
Miscellaneous Permits & Fees	283,699	206,900	242,200	176,500	-15%
<b>Total Permit &amp; Fees</b>	<b>3,440,794</b>	<b>2,766,890</b>	<b>2,920,180</b>	<b>2,569,090</b>	<b>-7%</b>
Grants	2,328,845	5,067,770	4,601,150	1,849,590	-64%
Motor Vehicle Tax	26,387	30,000	30,000	30,000	0%
Gas Tax Allocations	1,430,846	1,340,500	1,284,660	1,392,520	4%
Subventions	284,573	257,000	257,000	257,000	0%
Measure M Apportionment	1,205,450	1,332,300	1,301,070	937,300	-30%
Miscellaneous	67,772	289,800	313,330	175,000	-40%
<b>Total Intergovernmental</b>	<b>5,343,873</b>	<b>8,317,370</b>	<b>7,787,210</b>	<b>4,641,410</b>	<b>-44%</b>
Development Permits & Fees	549,309	668,720	510,150	538,300	-20%
Plan Check Fees	1,022,874	879,880	834,000	861,330	-2%
General Service Charges	236,182	355,500	358,500	357,300	1%
Imaging of Documents	62,994	48,000	40,000	42,000	-13%
Weed Assessments	17,098	11,500	11,000	11,500	0%
Abatement Reimbursements	80	250	0	250	0%
Ambulance Service Charges	1,266,510	1,282,000	1,330,000	1,340,000	5%
Public Safety Service Charges	1,294	2,000	1,600	1,600	-20%
Marine Safety Program Fees	154,666	178,650	180,210	209,500	17%
Parking Meters & Permits	1,084,934	1,060,000	1,065,000	1,065,000	0%
Solid Waste Service Charges	176,688	110,000	150,000	150,000	36%
Storm Drain Service Charges	1,149,590	1,150,500	1,150,500	1,150,500	0%
Sewer Service Charges	8,926,194	9,037,240	9,037,240	9,037,240	0%
Water Service Charges	17,143,032	16,529,760	16,851,560	18,909,760	14%
Inspection Fees	180,921	56,390	79,000	67,500	20%
Recreation Program Fees	1,758,456	1,601,170	1,627,190	1,673,440	5%
Golf Fees	1,906,683	2,003,500	1,840,500	1,872,000	-7%
Urban Runoff Mgmt Fees	2,271,085	2,300,000	2,275,000	2,300,000	0%
<b>Total Service Charges</b>	<b>37,908,590</b>	<b>37,275,060</b>	<b>37,341,450</b>	<b>39,587,220</b>	<b>6%</b>
Parking Violations	697,183	690,000	690,000	700,000	1%
Vehicle Code & Court Fines	167,645	130,000	130,000	130,000	0%
Other Fines	72,750	32,200	32,700	65,200	102%
<b>Total Fines</b>	<b>937,578</b>	<b>852,200</b>	<b>852,700</b>	<b>895,200</b>	<b>5%</b>
Investment Earnings & Interest	1,838,096	775,470	935,300	938,600	21%
Rents & Concessions	2,969,282	2,974,800	3,031,250	3,038,770	2%
<b>Total Interest &amp; Rents</b>	<b>4,807,378</b>	<b>3,750,270</b>	<b>3,966,550</b>	<b>3,977,370</b>	<b>6%</b>
Miscellaneous Income	2,636,918	1,405,620	2,195,480	1,105,170	-21%
Debt Proceeds	0	0	0	0	0%
Depreciation Funding	7,964,803	7,400,000	7,404,100	7,585,100	3%
Sales of Assets	2,583,597	0	1,981,110	0	0%
Transfers from Other Funds	5,753,454	12,627,020	12,619,280	6,571,360	-48%
Internal Service Fund Charges	6,693,376	6,814,330	6,792,270	7,412,520	9%
Premiums & Reimbursements	6,089,006	6,190,000	6,281,140	6,792,560	10%
<b>Total Other Revenues &amp; Financing Sources</b>	<b>31,721,154</b>	<b>34,436,970</b>	<b>37,273,380</b>	<b>29,466,710</b>	<b>-14%</b>
<b>Total Revenues*</b>	<b>\$128,514,280</b>	<b>\$132,856,770</b>	<b>\$135,717,950</b>	<b>\$128,420,000</b>	<b>-3%</b>

\*excluding fund balances



# All Fund Revenues By Line Item

Revenues Description	FY 2015-16 Actual	FY 2016-17 Adj Bud	FY 2016-17 Projected	FY 2017-18 Budget	% Bud 16-17 To Bud 17-18
<b>Taxes</b>					
Current Year Secured Taxes	\$21,399,346	\$21,785,000	\$21,785,000	\$22,826,000	5%
Current Year Unsecured Taxes	706,239	660,000	660,000	700,000	6%
Supp. Roll Property Taxes	552,373	350,000	350,000	350,000	0%
ERAF Property Taxes	5,895,505	6,180,150	6,180,150	6,581,000	6%
Prior Year Secured & Unsecured	165,360	300,000	300,000	300,000	0%
Property Tax Admin. Charge	(196,494)	(250,000)	(250,000)	(250,000)	0%
Transient Occupancy Tax	1,931,978	1,985,660	1,960,000	1,985,000	0%
Transient Occupancy Tax Vacation Rental	400,734	575,000	710,000	750,000	30%
General Sales Tax	8,046,299	9,189,000	9,189,000	9,238,000	1%
P.S. Sales Tax Augmentation	425,409	425,000	425,000	430,000	1%
In-Lieu Sales Tax	515,512	0	0	0	0%
Property Transfer Tax	715,276	525,000	575,000	575,000	10%
Penalty & Interest - Delqnt. Prop. Tax	66,393	60,000	60,000	60,000	0%
Penalty & Interest - Delqnt. Prop. Assmt.	1,526	0	30	0	0%
Assessments Prior Year	926	0	0	0	0%
San Diego Gas & Electric	740,529	693,000	693,000	715,000	3%
Southern California Gas	141,127	175,000	160,000	165,000	-6%
Cox Communications	1,124,333	1,150,000	1,125,000	1,150,000	0%
CR&R	414,564	419,000	419,000	425,000	1%
Other Franchise Fees	222,987	257,000	257,000	257,000	0%
Parimutual Taxes	19,231	31,200	25,000	25,000	-20%
Business License Tax	940,424	850,000	828,000	850,000	0%
Business License - Development	51,021	50,000	50,000	75,000	50%
Home Occupation Permit	74,315	48,000	75,300	76,000	58%
<b>Total Taxes</b>	<b>44,354,913</b>	<b>45,458,010</b>	<b>45,576,480</b>	<b>47,283,000</b>	<b>4%</b>
<b>Permit &amp; Fees</b>					
Building Permits	910,957	850,000	875,000	900,000	6%
Disability Access/Educ Fee	5,004	3,500	3,700	3,780	8%
Electrical Permits	443,828	341,340	350,000	350,000	3%
Mechanical Permits	138,833	137,720	140,000	130,000	-6%
Plumbing Permits	255,583	247,750	250,000	235,000	-5%
Grading Permits	18,806	8,500	12,000	11,750	38%
Sewer Permits	1,840	300	620	300	0%
Bridge Maintenance Contribution	87,300	116,780	118,730	117,890	1%
STLU Permit Fee	27,720	0	25,200	7,880	100%
Street Encroachment Permits	62,787	40,020	40,000	40,230	1%
Trash Bin Permits	9,082	9,000	9,000	9,000	0%
Alarm Permits	81,600	92,000	88,000	88,000	-4%
Park Fees	200,808	23,600	35,000	23,600	0%
In-Lieu Affordable Housing Fees	448,612	422,400	422,400	300,360	-29%
Beach Parking Impact Fees	2,291	0	0	0	0%
Public Safety Construction Fees	167,395	228,580	153,160	164,630	-28%
Civic Center Const Fund Fees	55,802	70,860	50,620	50,620	-29%
Storm Drain Fees - Other Areas	5,097	500	4,000	500	0%
Storm Drain Fees - Segunda Des.	620	0	0	0	0%
Sewer Connection Fees	315,616	15,460	163,160	15,460	0%
RCFPP Impact Fees	182,270	157,280	167,380	117,960	-25%
Water Acreage Fees	18,943	1,000	12,210	1,000	0%
Miscellaneous Permits	0	300	0	1,130	277%
<b>Total Permit &amp; Fees</b>	<b>3,440,794</b>	<b>2,766,890</b>	<b>2,920,180</b>	<b>2,569,090</b>	<b>-7%</b>

# All Fund Revenues By Line Item

Revenues Description	FY 2015-16 Actual	FY 2016-17 Adj Bud	FY 2016-17 Projected	FY 2017-18 Budget	% Bud 16-17 To Bud 17-18
<b>Intergovernmental</b>					
CDBG Home Rehab	44,227	75,000	75,000	75,000	0%
Public Fac/Infrastructure Grant	213,066	633,230	161,000	408,000	-36%
Commercial Rehab Grant	18,766	20,000	4,000	20,000	0%
Public Services Grant	46,710	51,760	51,760	51,760	0%
CDBG Administration Grant	66,280	69,020	69,020	69,020	0%
Other Federal Grants	822,091	935,280	1,024,400	0	-100%
Mandated Cost Reimbursement	55,525	22,000	22,000	22,000	0%
S.O.N.G.S. Grant	194,580	133,600	133,600	161,260	21%
State Sand Replenishment Grant	0	281,000	281,000	0	-100%
Coastal Conservatory Grant	26,011	0	0	0	0%
Other State Grants	710,573	1,238,600	1,175,070	785,150	-37%
Motor Vehicle Tax	26,387	30,000	30,000	30,000	0%
Vehicle Pollution Reduction Fees	83,190	80,000	80,000	80,000	0%
2106 Gas Tax Allocation	242,089	204,000	237,220	237,350	16%
Motor Vehicle Fuel Tax 2103	335,952	154,000	157,990	265,230	72%
2105 Gas Tax Allocation	367,183	408,000	384,840	385,030	-6%
2107 Gas Tax Allocation	478,122	567,000	497,110	497,410	-12%
2107.5 Gas Tax Allocation	7,500	7,500	7,500	7,500	0%
Homeowners Exempt. Subvention	144,851	155,000	155,000	155,000	0%
Special District Augmentation	1,007	0	0	0	0%
State COPS Grant	117,201	100,000	100,000	100,000	0%
Measure M - GMA Grant	299,381	395,000	395,000	0	-100%
OCTA Senior Transportation	69,340	72,980	69,000	72,980	0%
Other County Grants	0	1,457,300	1,457,300	106,420	-93%
Measure M/M2 Turnback App.	906,069	937,300	906,070	937,300	0%
Other Governmental Revenues	0	152,300	153,330	0	-100%
MWD Reclaimed Water Credit	67,772	137,500	160,000	175,000	27%
<b>Total Intergovernmental</b>	<b>5,343,873</b>	<b>8,317,370</b>	<b>7,787,210</b>	<b>4,641,410</b>	<b>-44%</b>
<b>Service Charges</b>					
Const & Demo Admin Fees	21,720	24,000	21,000	21,000	-13%
Business License Processing Fee	78,565	39,000	76,000	75,000	92%
Building Plan Check Fees	648,079	575,880	575,000	585,000	2%
Planning Plan Check Fees	96,197	80,000	80,000	80,000	0%
Transportation Permits	1,549	1,200	1,200	1,200	0%
Improvement Plan Check Fees	69,203	35,000	45,000	45,000	29%
Landscape Plan Check Fees	2,516	2,000	1,000	2,000	0%
SFR Plan Check Fees	52,826	30,000	30,000	33,330	11%
Reproduction of Documents	1,971	3,000	1,800	1,800	-40%
Imaging of Documents	62,994	48,000	40,000	42,000	-13%
Map Sales	261	300	0	300	0%
Bad Check Service Charges	3,150	3,000	4,500	3,000	0%
Community Enhancement Revenues	427,185	582,520	388,350	388,350	-33%
Other Planning Service Fees	15,317	14,000	14,000	14,000	0%
Planning - CC Applications	4,027	12,000	8,000	8,000	-33%
Planning - PC Applications	97,167	100,000	60,000	75,000	-25%
Planning - ZA Applications	24,561	20,000	15,000	15,000	-25%
Planning - Admin Applications	28,298	25,000	20,000	18,000	-28%
Traffic Model Fees	0	700	500	700	0%
Traffic Review Fees	196	500	300	500	0%
General Plan Update Fees	6,196	7,000	5,000	5,000	-29%
Late Payment Charges	266,359	300,000	300,000	300,000	0%

# All Fund Revenues By Line Item

Revenues Description	FY 2015-16 Actual	FY 2016-17 Adj Bud	FY 2016-17 Projected	FY 2017-18 Budget	% Bud 16-17 To Bud 17-18
Retiree Premiums	226,398	348,000	348,000	348,000	0%
Cobra Premiums	2,853	0	3,000	3,000	100%
Excess Water Use Penalty	1,331,898	0	0	0	0%
Weed Assessments - Current Year	11,990	10,000	10,000	10,000	0%
Weed Assessments - Prior Year	5,108	1,500	1,000	1,500	0%
Sign Storage Fee	80	250	0	250	0%
San Diego County Contract	2,200	7,000	5,000	5,000	-29%
Ambulance Service Charges	1,234,037	1,250,000	1,300,000	1,310,000	5%
Ambulance Subscription Fees	22,210	25,000	25,000	25,000	0%
Ambulance GEMT Reimb	8,063	0	0	0	0%
Special Lifeguard Services	11,870	2,000	9,500	4,500	125%
Junior Lifeguard Services	133,198	169,050	164,710	197,400	17%
Special Beach Events Fees	9,598	7,600	6,000	7,600	0%
Fingerprint Services	40	600	300	300	-50%
Visa Letter Service	250	450	300	300	-33%
Police Duplication Fees	454	600	500	500	-17%
Other Police Dept. Service Charges	550	350	500	500	43%
Parking Meters	920,824	905,000	905,000	905,000	0%
Parking Permits	164,110	155,000	160,000	160,000	3%
Const & Demo Recycle Fee - Forfeited	90,500	30,000	70,000	70,000	133%
Commercial Recycling Charges	86,188	80,000	80,000	80,000	0%
Sewer Commodity Fees	3,559,057	3,564,000	3,564,000	3,564,000	0%
Sewer Base Fees	5,367,137	5,473,240	5,473,240	5,473,240	0%
Effluent Water Sales	779,646	1,041,400	1,041,400	1,387,360	33%
Public Works Inspection Fees	0	4,000	1,000	2,500	-38%
Engineering Plan Review	130	1,000	5,000	33,750	3275%
Construction Inspection Fees	173,568	50,000	70,000	60,000	20%
Engr. & Geotech. Reimbursements	3,040	2,000	3,000	2,000	0%
Other Engineering Service Fees	4,313	390	5,000	3,000	669%
OHBC Pool Programs & Admin Fees	0	3,300	3,300	14,570	342%
SCAC Pool Programs & Admin Fees	336,256	345,340	315,000	294,340	-15%
OHBC Contract Class Fees	0	1,200	1,200	6,500	442%
SCAC Contract Pool Class Fees	218,021	155,000	155,000	163,150	5%
OHBC Contract Pool Class Fees	0	17,360	17,360	54,170	212%
Comm. Center Contract Class Fees	221,744	222,000	222,000	222,000	0%
Offsite Contract Class Fees	400,564	318,000	395,000	395,000	24%
Recreation Sports Fees	8,840	5,500	12,500	3,500	-36%
VHSP Contract Land Class Fees	66,031	59,110	59,110	57,000	-4%
Recreation Special Events	13,078	9,290	9,290	9,500	2%
Recreation Day Camp Fees	0	0	20	0	0%
Fun on the Run Program Revenues	0	0	0	5,000	100%
After School Programming	189,569	155,000	145,000	155,000	0%
Gift Certificate Classes	(1,886)	(3,000)	(3,000)	(2,000)	0%
Greens Fees	1,726,474	1,800,000	1,650,000	1,675,000	-7%
VHSP Field/Tournament Rental	219,979	232,000	220,000	220,000	-5%
Registration Card/Ticket Sales	47,650	60,000	50,000	55,000	-8%
Steed Park Field/Tournament Rentals	126,459	137,500	136,500	138,000	0%
Golf Cart Registration	6,100	6,000	4,000	4,000	-33%
Steed Park Adult Softball League Fees	86,260	81,070	75,410	75,710	-7%
Metered Water Sales	10,032,245	10,479,000	10,875,000	11,807,180	13%
Fixed Water Service Charges	4,148,488	4,311,160	4,311,160	5,156,220	20%
Hydrant Meter Water Sales	173,416	80,000	80,000	40,000	-50%

# All Fund Revenues By Line Item

Revenues Description	FY 2015-16 Actual	FY 2016-17 Adj Bud	FY 2016-17 Projected	FY 2017-18 Budget	% Bud 16-17 To Bud 17-18
Water Application Fee	71,760	65,000	65,000	65,000	0%
Backflow Testing Admin Fees	42,987	45,200	42,000	42,000	-7%
Hydrant Meter Rentals	30,385	25,000	25,000	15,000	-40%
Turn On/Reconnection Fees	20,325	15,000	15,000	15,000	0%
Water Posting Fees	63,482	66,000	50,000	50,000	-24%
Meter Installation Fees	176,371	100,000	45,000	30,000	-70%
Exemption Application Fees	5,670	2,000	2,000	2,000	0%
Storm Drain Service Charges	1,149,590	1,150,500	1,150,500	1,150,500	0%
Urban Runoff Mgmt. Fees	2,271,085	2,300,000	2,275,000	2,300,000	0%
<b>Total Service Charges</b>	<b>37,908,590</b>	<b>37,275,060</b>	<b>37,341,450</b>	<b>39,587,220</b>	<b>6%</b>
<b>Fines</b>					
Parking Violations	697,183	690,000	690,000	700,000	1%
Vehicle Code Fines	162,645	120,000	120,000	120,000	0%
Court Fines	5,000	10,000	10,000	10,000	0%
Trash Can Violations	600	200	700	700	250%
Administrative Citations	64,166	20,000	20,000	52,500	163%
Admin Citation Enforcement	7,984	12,000	12,000	12,000	0%
<b>Total Fines</b>	<b>937,578</b>	<b>852,200</b>	<b>852,700</b>	<b>895,200</b>	<b>5%</b>
<b>Interest and Rents</b>					
Investment Earnings	1,118,622	767,350	928,030	933,200	22%
Unrealized Gain/Loss on Investments	464,547	0	0	0	0%
Interest Earnings - Other	254,927	8,120	7,270	5,400	-33%
Communication Site Leases	551,483	529,030	529,000	528,190	0%
Beach Club Rent	2,207	3,000	3,000	3,000	0%
Community Center Rent	73,940	78,370	78,170	78,690	0%
Library Annex Rentals	0	0	0	1,000	100%
SCAC Pool Rental	168,618	125,400	125,400	148,000	18%
OHBC Pool Rentals	0	6,200	3,670	13,850	123%
Senior Center Rentals	4,801	7,500	7,500	7,500	0%
Sports Field Rentals	173,773	110,000	160,000	160,000	45%
VHSP Program /Sport League Fees	201,056	193,760	193,760	203,760	5%
Rental of City Property	8,676	6,600	10,000	21,080	219%
Park Rentals	21,421	17,500	17,500	17,500	0%
Steed Park Concession	18,302	18,500	18,500	18,500	0%
OHBC - Concession	0	150,000	175,000	225,000	50%
Lawn Bowling	0	750	750	750	0%
Negocio Leases	539,723	530,300	530,300	404,300	-24%
Pier Restaurant	656,151	640,000	674,000	675,000	5%
Negocio (1030) Lease	69,096	60,000	60,000	60,000	0%
"T" Street Concession	8,530	8,000	8,000	0	-100%
North Beach Concession	908	1,000	250	2,000	100%
Telescope	0	750	750	750	0%
Pier Concession Bait & Tackle	5,629	3,000	250	3,000	0%
Golf Pro Shop	217,589	205,000	190,000	195,000	-5%
Golf Restaurant	206,189	215,000	176,000	200,000	-7%
Chamber Building Lease	25,200	35,140	35,420	36,900	5%
Fabricante Rental	15,990	30,000	34,030	35,000	17%
<b>Total Interest and Rents</b>	<b>4,807,378</b>	<b>3,750,270</b>	<b>3,966,550</b>	<b>3,977,370</b>	<b>6%</b>
<b>Other Revenues &amp; Financing Sources</b>					
Depreciation Funding	5,493,133	4,870,000	4,874,100	4,874,100	0%
Asset Model Funding	1,421,670	1,400,000	1,400,000	1,621,000	16%

# All Fund Revenues By Line Item

Revenues Description	FY 2015-16 Actual	FY 2016-17 Adj Bud	FY 2016-17 Projected	FY 2017-18 Budget	% Bud 16-17 To Bud 17-18
Joint Agency Reserve Funding	1,050,000	1,130,000	1,130,000	1,090,000	-4%
Sale of General Fixed Assets	2,583,597	0	1,981,110	0	0%
Transfer from 2106 Gas Tax Fund	0	30,000	30,000	0	-100%
Transfer from Misc. Grants Fund	15,610	20,000	17,760	17,760	-11%
Transfer from General Fund	3,444,948	4,597,540	4,597,540	3,850,880	-16%
Transfer from 2107 Gas Tax	481,701	408,930	408,930	490,930	20%
Transfer from Local Drainage	0	30,000	30,000	0	-100%
Transfer from Water Fund	25,000	837,000	837,000	125,000	-85%
Transfer from Sewer Fund	275,000	1,098,000	1,098,000	150,000	-86%
Transfer from Golf Course Fund	25,502	25,500	20,000	20,000	-22%
Transfer from Clean Ocean Fund	734,110	2,106,110	2,106,110	929,110	-56%
Transfer from Storm Drain Fund	0	6,000	6,000	0	-100%
Transfer from Other Funds	751,583	3,467,940	3,467,940	987,680	-72%
Postage Charges	97,650	88,980	88,980	100,200	13%
Duplicating Charges	88,350	72,140	72,140	71,740	-1%
EDMS Charges to Funds	35,000	34,990	34,990	40,000	14%
Fleet Operating Charges	947,650	865,170	865,170	743,540	-14%
Fleet Replacement Charges	750,070	549,860	549,860	540,600	-2%
Data Processing Charges	1,640,020	1,862,880	1,862,880	2,034,090	9%
Communication Charges	198,830	177,560	177,560	330,840	86%
Capital Equipment Replacement	178,130	175,980	175,980	179,730	2%
Park Asset Replacement	60,000	70,000	70,000	102,000	46%
Facilities Maintenance Replacement	133,350	179,450	179,450	183,970	3%
General Fund O/H Charges	2,564,326	2,737,320	2,715,260	3,085,810	13%
Employer Premiums	2,806,270	2,940,000	2,940,000	3,484,000	19%
Employee Premium	2,707,697	3,250,000	3,250,000	3,308,560	2%
Insurance Reimbursements	575,039	0	91,140	0	0%
Contributions from Developers	1,250,000	476,870	1,006,870	22,670	-95%
Other Donations	0	0	16,750	50,000	100%
Work Orders	4,764	7,000	5,000	7,000	0%
Cash Over or Short	842	0	150	0	0%
Home Rehab Program Revenue	39,286	10,000	10,000	10,000	0%
Miscellaneous Income	72,025	6,500	27,800	6,500	0%
Sidewalk Repair Reimbursement	562	30,000	30,000	30,000	0%
Miscellaneous Reimbursement	259,136	69,750	178,410	38,000	-46%
Community Park Maint. Reimb.	25,627	20,500	20,500	20,500	0%
Other Agency Revenue	984,676	785,000	900,000	920,500	17%
<b>Total Other Rev. &amp; Financing Sources</b>	<b>31,721,154</b>	<b>34,436,970</b>	<b>37,273,380</b>	<b>29,466,710</b>	<b>-14%</b>
<b>Total:</b>	<b>\$128,514,280</b>	<b>\$132,856,770</b>	<b>\$135,717,950</b>	<b>\$128,420,000</b>	<b>-3%</b>

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# All Fund Revenue Assumptions

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## **General Fund:**

General Fund revenues are based on a combination of factors including analysis of historical revenue receipts, anticipated changes in the local economic environment, projected City growth through development and anticipated changes in revenue receipts. In total, General Fund revenues amount to \$63.3 million, an increase of \$312,630 from the 2016-17 fiscal year adjusted budget. Taxes, service charges, fines, and interest and rents show growth; while decreases occur in intergovernmental, permits and fees, and other revenues. Property taxes, which account for 50% of General Fund revenues, are anticipated to increase by 5.2% to \$31.1 million from the FY 2016-17 adjusted budget. Sales taxes increase to \$9.7 million based on current economic trends and a full year of the new Marblehead retail outlet. A detailed analysis of the General Fund revenues can be found in the General Fund Revenues section of this book.

## **Special Revenue Funds:**

The major revenues received in Special Revenue Funds include Federal and State grants, shared revenues from the State of California or County of Orange and the City's street improvement assessments. The assumptions used for the FY 2017-18 major revenues are described below:

### **Federal and State Grants:**

*Citizens Options for Public Safety (COPS) Grant* – The City included \$100,000 in the Police Grant Fund in anticipation of California legislative approval of the annual appropriation to counties and cities for public safety. The grants are distributed based on population. The funds are restricted to “front-line” law enforcement efforts and are used to partially fund a deputy position through the Police Grants Fund.

*Community Development Block Grant (CDBG)* – Federal Housing and Urban Development grants are received by the City for projects related to community programs and public improvements. A total of \$330,000 has been included to improve infrastructure within the CDBG benefit area. Funding for home rehabilitation (\$75,000), public services (\$51,760) and commercial rehabilitation (\$20,000) has been included in the FY 2017-18 budget.

### **Shared Revenue:**

*Gas Tax Allocations (2103, 2105, 2106, 2107, 2107.5)* – The State of California Highway Users Tax is a \$0.18 per gallon tax on fuel. Taxes are allocated to the City based on population. For fiscal year 2018, the City anticipates gas tax allocations of \$385,000 (2105), \$237,000 (2106), \$497,000 (2107) and \$7,500 (2107.5) based on the State's estimates. Traffic Congestion Relief revenues were replaced with a Motor Vehicle Fuel Tax (2103) apportionment from the State in fiscal year 2010-11. The City anticipates \$265,000 from the State for (2103) in FY 2017-18 based on current State's estimates.

*Measure M* – A county-wide half-cent sales tax, Measure M2, was approved by the voters for improvements to the transportation system. The “turn-back funds” apportionment is based on local sales tax generated (25%), population (50%) and miles of major regional streets in the City (25%). The City's Measure M2 apportionment for FY 2017-18 is based on current County estimates is budgeted at \$937,300.

*Pollution Subventions* – The South Coast Air Quality Management levies a fee on motor vehicles registered within the District. Forty percent of the fees collected are distributed to cities in the district that have adopted mobile sources air pollution reduction ordinances. The City's share for FY 2017-18 is expected to amount to \$80,000 and is based on historical receipts. The City uses AQMD fees for traffic calming improvement and other pollution reduction activities in the City.

*Local Cable Infrastructure* – The State levies a 1% fee on all local cable companies for a video service. These fees are governed by the State of California “Digital Infrastructure and Video Competition Act” (DIVCA), set forth as Public

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# All Fund Revenue Assumptions

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Utilities Code Section 5800. The amount the City anticipates for FY 2017-18 is \$225,000. These fees are restricted for capital costs for public, educational, or government access facilities.

**Assessments:**

*Street Improvement Assessments* – The City of San Clemente’s Street Improvement Program was funded by property assessments. In FY 2011-12, the assessment district expired and no assessment revenues are budgeted in FY 2017-18. The City Council, as part of the implementation of the original assessment program, initiated an annual General Fund transfer to support streets which still continues.

**Capital Projects Funds:**

The major revenues received in Capital Project Funds are from developer fees. The fees are based upon the impact of new development on the City’s existing infrastructure and are set aside for construction or rehabilitation of facilities or infrastructure.

**Parks Acquisition and Development Fund:**

A total of \$23,600 in park fees is anticipated in FY 2017-18 from infill within the City.

**Regional Circulation Financing & Phasing Program (RCFPP):**

RCFPP fees are collected to mitigate the traffic impact from new development projects on existing arterials. A total of \$117,960 in developer fees is anticipated in FY 2017-18, primarily from development in the Marblehead development.

**Public Facilities Construction Fee Fund:**

Fees are collected for Public Safety facilities construction and Civic Center construction. Public Facilities fees of \$215,250 are anticipated to be received in FY 2017-18. Fees are derived from infill projects and are based on square footage. Fees for the Public Safety Construction fee and Civic Center fee are anticipated to increase as a result of the Marblehead residential area. The Beach Parking Impact Fee is no longer collected based on *Walker v. San Clemente* and unspent funds will be refunded to eligible property owners.

**Developers Improvement Fund:**

This fund collects amounts based on agreements that are entered into with developers. During FY 2017-18, the City will see a decrease to the amount of fees paid as a result of one-time payments from the Marblehead development were received in FY 2016-17. Other smaller fees are being collected based on building permits issued for the Marblehead development agreement and include amounts for North Beach Improvements and Affordable Housing. Bridge Maintenance revenues are also being collected to fund future bridge maintenance and repairs.

**Enterprise Funds:**

The major revenues received in Enterprise Funds are from user fees. For Utilities, the fees are based upon the cost to provide the services and are adjusted based on projections of anticipated future costs. For Golf, fees are based upon comparisons with golf courses within the area and the cost to operate the course.

**Water Fund:**

A total of \$19.1 million is included in the Water Operating Fund for fixed water charges, effluent water, metered water sales and penalties. The water service charge is based on the size of the water meter. Metered water charges are based upon actual consumption of water, which includes three rate tiers with seasonal break points. One unit of water equals 748 gallons of water. The Water Operating Fund is contributing \$2.79 million annually to the Water depreciation reserve and \$700,000 to the depreciation reserve for joint regionally shared infrastructure.

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# All Fund Revenue Assumptions

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**Sewer Fund:**

Sewer service charges are budgeted for \$9.0 million for FY 2017-18. The sewer service charge is a fixed monthly rate based on water consumption during the “wet winter months” of January through April. The fixed rate is based on meter size. The Sewer Operating Fund is contributing \$2.56 million annually to the Sewer depreciation reserve and \$300,000 annually to the depreciation reserve for joint regionally shared infrastructure.

**Storm Drain Fund:**

Storm Drain fees are charged to all property owners for the maintenance, rehabilitation and construction of the City’s drainage system. A flat rate is charged per month to all residential properties based upon the type of the dwelling unit (i.e. single family, multi-family, etc.). The non-residential and vacant properties are charged a flat rate based upon acreage. Storm drain fees are anticipated to amount to \$1.15 million in FY 2017-18.

**Golf Fund:**

The Golf Course charges a tiered rate for resident/non-resident, weekday/weekend and seniors. A total of \$2.1 million is anticipated for FY 2017-18 and is based upon an 80,000 rounds per year assumption.

**Solid Waste Management Fund:**

A total of \$198,700 in revenue is budgeted in the Solid Waste Fund from commercial recycling charges (\$150,000), administrative fees (\$21,000), trash bin permits and fines (\$9,700), and a State recycling grant (\$16,000). Commercial recycling fees are charged to commercial facilities and are used to promote recycling efforts. The fees are based on the size of the waste container. Other revenues are from investment income.

**Clean Ocean Fund:**

The Clean Ocean fee is a local voter approved fee to provide funding to implement the City’s urban runoff management plan. Fees range from \$5.10 to \$6.23 per month for residential properties and \$51.00 to \$62.30 per acre, per month for non-residential properties. The total fee anticipated is \$2.3 million.

**Internal Service Funds:**

Internal Service Funds receive revenues from City departments for goods and services provided by another City department on a cost reimbursement basis. Charges are established annually and are based upon actual use of the goods or services. Replacement charges to the Fleet Replacement Reserve are allocated annually over the life of the vehicle or equipment and based upon the anticipated future cost of replacement.



# All Programs Expenditure Summary

Expenditures By Program	FY 2015-16 Actual	FY 2016-17 Adj Budget	FY 2016-17 Projected	FY 2017-18 Budget	% Bud 16-17 To Bud 17-18
<b>City Council</b>					
Legislative Program	46,962	54,780	52,870	66,110	21%
Cable Programing	15,961	25,920	24,160	20,660	-20%
<b>Total</b>	<b>\$62,923</b>	<b>\$80,700</b>	<b>\$77,030</b>	<b>\$86,770</b>	<b>8%</b>
<b>City Manager</b>	<b>643,186</b>	<b>653,140</b>	<b>640,610</b>	<b>687,190</b>	<b>5%</b>
<b>Economic Development</b>	<b>104,614</b>	<b>116,200</b>	<b>100,000</b>	<b>108,300</b>	<b>-7%</b>
<b>City General</b>					
Social Services	83,300	92,680	92,710	80,810	-13%
City Administration	7,952,160	9,539,990	9,222,090	10,145,110	6%
<b>Total</b>	<b>8,035,460</b>	<b>9,632,670</b>	<b>9,314,800</b>	<b>10,225,920</b>	<b>6%</b>
<b>City Clerk</b>					
Council Related Services	683,835	719,430	666,090	691,650	-4%
Elections	3,125	112,510	102,010	15,720	-86%
<b>Total</b>	<b>686,960</b>	<b>831,940</b>	<b>768,100</b>	<b>707,370</b>	<b>-15%</b>
<b>Finance &amp; Admin. Services</b>					
F&AS - Administration	430,126	563,720	552,450	479,920	-15%
Cash Management/Treasury	70,055	83,630	83,620	84,280	1%
<b>Total</b>	<b>500,181</b>	<b>647,350</b>	<b>636,070</b>	<b>564,200</b>	<b>-13%</b>
<b>Finance</b>					
Finance Administration	241,905	250,050	244,540	258,270	3%
Financial Services	832,058	888,770	875,460	900,740	1%
Utility Billing & Cashing	791,002	859,750	856,380	910,610	6%
Business Licensing	129,302	301,090	277,940	241,740	-20%
Financial Planning/Purchasing	28,583	30,980	30,290	28,420	-8%
<b>Total</b>	<b>2,022,850</b>	<b>2,330,640</b>	<b>2,284,610</b>	<b>2,339,780</b>	<b>0%</b>
<b>Human Resources</b>					
Human Resource Administration	550,602	726,760	663,190	579,520	-20%
Labor Relations	9,608	5,600	5,840	2,800	-50%
Employee Training	5,279	6,880	6,940	6,930	1%
<b>Total</b>	<b>565,489</b>	<b>739,240</b>	<b>675,970</b>	<b>589,250</b>	<b>-20%</b>
<b>Police Services</b>					
Police Contract Services	12,157,276	14,498,130	14,497,630	14,871,030	3%
Local Police Services	21,844	26,050	22,800	21,800	-16%
<b>Total</b>	<b>12,179,120</b>	<b>14,524,180</b>	<b>14,520,430</b>	<b>14,892,830</b>	<b>3%</b>
<b>Fire Services</b>	<b>8,687,558</b>	<b>9,031,050</b>	<b>9,017,350</b>	<b>9,457,920</b>	<b>5%</b>
<b>Community Development</b>					
Administration	498,300	677,020	580,850	799,320	18%
Economic Development	4,835	103,170	79,350	0	-100%
<b>Total</b>	<b>503,135</b>	<b>780,190</b>	<b>660,200</b>	<b>799,320</b>	<b>2%</b>
<b>Building</b>					
Administration	1,230,055	1,413,250	1,291,450	1,329,080	-6%
Inspection	643,299	868,520	723,350	784,880	-10%
<b>Total</b>	<b>1,873,354</b>	<b>2,281,770</b>	<b>2,014,800</b>	<b>2,113,960</b>	<b>-7%</b>
<b>Planning</b>					
Long Range Planning	322,455	799,710	691,500	427,420	-47%
Current Planning	880,928	641,760	683,640	704,690	10%

# All Programs Expenditure Summary

Expenditures By Program	FY 2015-16 Actual	FY 2016-17 Adj Budget	FY 2016-17 Projected	FY 2017-18 Budget	% Bud 16-17 To Bud 17-18
Commissions, Boards & Comm.	41,370	44,170	37,020	47,520	8%
Planning Administration	466,036	367,190	286,110	398,210	8%
<b>Total</b>	<b>1,710,789</b>	<b>1,852,830</b>	<b>1,698,270</b>	<b>1,577,840</b>	<b>-15%</b>
<b>Code Compliance</b>					
Code Compliance	751,231	929,840	644,910	774,890	-17%
Weed Abatement	135,889	140,400	140,400	156,000	11%
<b>Total</b>	<b>887,120</b>	<b>1,070,240</b>	<b>785,310</b>	<b>930,890</b>	<b>-13%</b>
<b>Public Works Admin.</b>					
Public Works Admin.	324,641	295,280	280,850	472,770	60%
Emergency Planning	162,420	151,350	142,100	299,000	98%
<b>Total</b>	<b>487,061</b>	<b>446,630</b>	<b>422,950</b>	<b>771,770</b>	<b>73%</b>
<b>Engineering</b>					
Engineering Administration	(337,748)	233,800	152,870	588,410	152%
Inspection	311,537	306,500	305,910	305,800	0%
Traffic	572,932	1,620,140	1,597,190	576,090	-64%
Design and General Engineering	1,668,800	1,805,670	1,695,260	(54,980)	-103%
Streets Engineering	0	0	0	568,120	-
Major Street Maintenance	165,187	3,521,780	3,434,410	1,864,200	-47%
<b>Total</b>	<b>2,380,708</b>	<b>7,487,890</b>	<b>7,185,640</b>	<b>3,847,640</b>	<b>-49%</b>
<b>Maintenance Services</b>					
Traffic Signals	866,095	835,290	828,260	847,970	2%
Traffic Maintenance	379,115	391,030	389,970	403,420	3%
Maintenance Services Admin.	427,468	554,210	553,390	597,820	8%
Street Maintenance & Repair	537,962	621,430	634,820	731,720	18%
Senior Citizen Facility	49,254	67,910	61,290	68,910	1%
Parking Maintenance	229,768	226,580	194,440	279,320	23%
Facilities Maintenance	813,114	1,414,590	1,615,070	1,690,220	19%
Street Lighting	504,193	576,800	558,050	570,480	-1%
<b>Total</b>	<b>3,806,969</b>	<b>4,687,840</b>	<b>4,835,290</b>	<b>5,189,860</b>	<b>11%</b>
<b>Park/Beach Maintenance</b>					
Trail Maintenance	208,151	239,370	240,370	255,850	7%
VH Sports Park Maintenance	457,215	528,700	528,700	545,600	3%
Street Median & Trees	359,909	441,580	416,200	406,500	-8%
Streetscapes	434,305	492,610	487,610	523,640	6%
Park Maintenance	1,724,132	2,595,310	2,536,370	1,885,260	-27%
Beach Maintenance	1,432,234	3,504,210	3,465,280	1,842,280	-47%
Parks & Beach Maint. Admin.	836,926	1,198,170	844,950	937,550	-22%
Steed Park Maintenance	335,932	366,170	366,170	370,910	1%
<b>Total</b>	<b>5,788,804</b>	<b>9,366,120</b>	<b>8,885,650</b>	<b>6,767,590</b>	<b>-28%</b>
<b>Bch, Prk &amp; Rec Admin.</b>					
Bch, Prk & Rec Admin.	134,885	245,330	235,900	326,860	33%
<b>Total</b>	<b>134,885</b>	<b>245,330</b>	<b>235,900</b>	<b>326,860</b>	<b>33%</b>
<b>Recreation</b>					
Beach Club	3,668,142	534,990	515,340	174,510	-67%
Community Center	474,073	530,530	562,540	527,150	-1%
Community Services	1,332,293	1,304,800	1,340,870	1,052,060	0%
Aquatics	31,333	322,870	196,940	1,240,100	284%
VH Sports Field/Aquatics Facility	1,515,790	1,322,240	1,369,970	711,360	-46%
Steed Park Operations	124,478	136,210	119,730	138,080	1%
Recreation Program/Events	569,518	533,330	458,060	617,840	16%
<b>Total</b>	<b>7,715,627</b>	<b>4,684,970</b>	<b>4,563,450</b>	<b>4,461,100</b>	<b>-5%</b>

# All Programs Expenditure Summary

Expenditures By Program	FY 2015-16 Actual	FY 2016-17 Adj Budget	FY 2016-17 Projected	FY 2017-18 Budget	% Bud 16-17 To Bud 17-18
<b>Marine Safety</b>					
Operations Rescue	1,980,928	1,526,710	1,515,250	1,493,220	-2%
Prevention & Education	119,610	160,180	123,000	212,410	33%
<b>Total</b>	<b>2,100,538</b>	<b>1,686,890</b>	<b>1,638,250</b>	<b>1,705,630</b>	<b>1%</b>
<b>Total General Fund</b>	<b>60,877,331</b>	<b>73,177,810</b>	<b>70,960,680</b>	<b>68,151,990</b>	<b>-7%</b>
<b>Other Funds</b>					
<b>Street Improvement</b>	<b>1,508,181</b>	<b>6,255,660</b>	<b>5,282,360</b>	<b>2,891,160</b>	<b>-54%</b>
<b>Gas Tax</b>					
2106 Gas Tax	1,348,072	8,729,040	8,145,820	1,529,980	-82%
2107 Gas Tax	485,891	413,890	413,890	496,330	20%
<b>Total</b>	<b>1,833,963</b>	<b>9,142,930</b>	<b>8,559,710</b>	<b>2,026,310</b>	<b>-78%</b>
<b>Miscellaneous Grants</b>					
CDBG Administration	61,466	69,020	53,530	77,070	12%
CDBG Housing Rehabilitation	38,534	158,820	95,000	85,000	-46%
Public Fac/Infrastructure Grant	213,065	664,600	339,240	330,000	-50%
CDBG Public Services	46,710	51,760	51,760	51,760	0%
CDBG Commercial Rehab	18,766	20,000	5,000	20,000	0%
<b>Total</b>	<b>378,541</b>	<b>964,200</b>	<b>544,530</b>	<b>563,830</b>	<b>-42%</b>
<b>Air Quality Improvement</b>	<b>161,992</b>	<b>907,420</b>	<b>870,000</b>	<b>234,570</b>	<b>-74%</b>
<b>Local Cable Infrastructure</b>	<b>83</b>	<b>224,910</b>	<b>224,910</b>	<b>225,000</b>	<b>0%</b>
<b>Police Grants</b>	<b>103,733</b>	<b>125,930</b>	<b>124,320</b>	<b>100,000</b>	<b>-21%</b>
<b>Parks Acq. &amp; Development</b>	<b>34,955</b>	<b>41,160</b>	<b>41,160</b>	<b>164,080</b>	<b>299%</b>
<b>Local Drainage Facilities</b>	<b>69,480</b>	<b>815,490</b>	<b>665,490</b>	<b>415,840</b>	<b>-49%</b>
<b>R C F P P</b>	<b>194,235</b>	<b>2,883,860</b>	<b>2,883,860</b>	<b>216,120</b>	<b>-93%</b>
<b>Public Facilities Const. Fee</b>	<b>256,395</b>	<b>251,110</b>	<b>1,031,110</b>	<b>1,003,950</b>	<b>300%</b>
<b>Developers Improvement</b>					
Commercial Improvements	590,494	2,305,060	2,305,060	11,450	-100%
Affordable Housing	8,400	31,080	6,080	3,390	-89%
<b>Developers Improvement</b>	<b>598,894</b>	<b>2,336,140</b>	<b>2,311,140</b>	<b>14,840</b>	<b>-99%</b>
<b>Reserve Fund</b>					
Accrued Leave	292,192	300,000	259,160	260,000	-13%
Capital Equipment	69,258	75,000	75,000	450,000	500%
Facilities Maintenance	116,956	1,213,420	1,092,980	925,000	-24%
Park Asset Replacement	303,236	175,000	175,000	300,000	71%
<b>Total</b>	<b>781,642</b>	<b>1,763,420</b>	<b>1,602,140</b>	<b>1,935,000</b>	<b>10%</b>
<b>Negocio Debt Service</b>	<b>560,533</b>	<b>2,035,720</b>	<b>2,001,470</b>	<b>137,680</b>	<b>-93%</b>
<b>Water</b>					
Water Administration	1,494,563	1,722,050	1,658,100	1,747,780	1%
Water Production	11,601,435	12,209,600	12,102,370	12,974,580	6%
Transmission/Distribution	3,982,801	3,972,740	3,956,140	4,150,860	4%
Water Conservation	825,634	595,990	548,930	241,910	-59%
Reclaimed Water	1,277,032	2,362,220	1,865,150	1,908,450	-19%
<b>Total Operating</b>	<b>19,181,465</b>	<b>20,862,600</b>	<b>20,130,690</b>	<b>21,023,580</b>	<b>1%</b>
Water Depreciation Res.	1,880,362	13,343,980	12,504,520	3,127,150	-77%
Water Acreage Fee Res.	93,787	2,532,150	2,536,060	405,200	-84%
Water Other Agency	865,889	2,655,110	2,655,110	514,950	-81%
<b>Total</b>	<b>22,021,503</b>	<b>39,393,840</b>	<b>37,826,380</b>	<b>25,070,880</b>	<b>-36%</b>

# All Programs Expenditure Summary

Expenditures By Program	FY 2015-16 Actual	FY 2016-17 Adj Budget	FY 2016-17 Projected	FY 2017-18 Budget	% Bud 16-17 To Bud 17-18
<b>Sewer</b>					
Sewer Administration	1,511,313	1,627,000	1,595,430	1,696,980	4%
Treatment	4,306,119	4,327,950	4,201,410	4,606,150	6%
Collection	3,487,040	3,797,510	3,703,840	3,842,910	1%
<b>Total Operating</b>	<b>9,304,472</b>	<b>9,752,460</b>	<b>9,500,680</b>	<b>10,146,040</b>	<b>4%</b>
Sewer Depreciation Res.	2,485,697	13,082,580	11,866,310	2,126,920	-84%
Sewer Connection Fee Res.	908,378	1,958,990	1,562,590	40,350	-98%
Sewer Other Agency	48,960	524,790	524,790	14,070	-97%
<b>Total</b>	<b>12,747,507</b>	<b>25,318,820</b>	<b>23,454,370</b>	<b>12,327,380</b>	<b>-51%</b>
<b>Storm Drain Utility</b>					
Storm Drain Admin.	252,120	269,290	266,710	246,900	-8%
Storm Drain Maintenance	1,284,723	1,487,620	1,437,050	1,478,850	-1%
<b>Total Operating</b>	<b>1,536,843</b>	<b>1,756,910</b>	<b>1,703,760</b>	<b>1,725,750</b>	<b>-2%</b>
Storm Drain Improvements	1,243,244	2,230,250	3,999,230	560,700	-75%
<b>Total</b>	<b>2,780,087</b>	<b>3,987,160</b>	<b>5,702,990</b>	<b>2,286,450</b>	<b>-43%</b>
<b>Clean Ocean</b>					
Storm Water Permit Compliance	1,759,427	3,804,380	3,474,230	2,584,080	-32%
Street Cleaning	556,720	615,550	615,550	623,030	1%
<b>Total Operating</b>	<b>2,316,147</b>	<b>4,419,930</b>	<b>4,089,780</b>	<b>3,207,110</b>	<b>-27%</b>
Clean Ocean Improvements	122,607	1,737,290	1,364,560	391,710	-77%
<b>Total</b>	<b>2,438,754</b>	<b>6,157,220</b>	<b>5,454,340</b>	<b>3,598,820</b>	<b>-42%</b>
<b>Solid Waste Management</b>	<b>222,153</b>	<b>246,320</b>	<b>224,240</b>	<b>240,920</b>	<b>-2%</b>
<b>Golf Course</b>					
Golf Course Maint.	2,321,290	2,257,710	2,217,710	2,193,280	-3%
<b>Total Operating</b>	<b>2,321,290</b>	<b>2,257,710</b>	<b>2,217,710</b>	<b>2,193,280</b>	<b>-3%</b>
Golf Course Depreciation Res.	123,460	128,090	128,080	52,060	-59%
Capital Improvement Res.	10,129	33,680	33,680	5,780	-83%
<b>Total</b>	<b>2,454,879</b>	<b>2,419,480</b>	<b>2,379,470</b>	<b>2,251,120</b>	<b>-7%</b>
<b>Central Services</b>					
Central Services	315,612	268,360	257,390	261,640	-3%
Communication Services	205,261	327,090	312,990	459,710	41%
<b>Total</b>	<b>520,873</b>	<b>595,450</b>	<b>570,380</b>	<b>721,350</b>	<b>21%</b>
<b>Information Technology</b>	<b>1,549,581</b>	<b>2,781,260</b>	<b>2,727,560</b>	<b>2,062,470</b>	<b>-26%</b>
<b>Fleet Services</b>					
Fleet Maintenance	936,601	1,040,070	905,660	987,650	-5%
Fleet Replacement Reserve	30,576	1,580,890	1,502,380	168,160	-89%
<b>Total</b>	<b>967,177</b>	<b>2,620,960</b>	<b>2,408,040</b>	<b>1,155,810</b>	<b>-56%</b>
<b>Medical Insurance</b>	<b>2,750,841</b>	<b>3,440,580</b>	<b>3,598,630</b>	<b>3,651,560</b>	<b>6%</b>
<b>Workers' Compensation</b>	<b>577,248</b>	<b>603,000</b>	<b>578,580</b>	<b>574,770</b>	<b>-5%</b>
<b>General Liab. Self-ins.</b>	<b>4,426,144</b>	<b>5,572,720</b>	<b>5,567,570</b>	<b>2,684,590</b>	<b>-52%</b>
<b>Total All Programs</b>	<b>\$120,816,705</b>	<b>\$194,062,570</b>	<b>\$187,595,430</b>	<b>\$134,706,490</b>	<b>-31%</b>

\*Does Not Include Fund Balances

# All Fund Expenditures Summary

Description	FY 2015-16 Actual	FY 2016-17 Adj Bud	FY 2016-17 Projected	FY 2017-18 Budget	% Bud 16-17 To Bud 17-18
<b>Personnel</b>					
Full-Time Salaries	\$13,217,309	\$14,725,810	\$13,955,770	\$16,256,570	10%
Part-Time Salaries	\$2,055,265	\$2,157,790	\$1,831,040	\$1,941,070	-10%
Overtime	\$432,454	\$396,580	\$407,710	\$384,640	-3%
Benefits	\$8,712,014	\$8,788,330	\$7,945,590	\$8,954,540	2%
<b>Total Personnel</b>	<b>24,417,042</b>	<b>26,068,510</b>	<b>24,140,110</b>	<b>27,536,820</b>	<b>6%</b>
<b>Supplies</b>					
Office Supplies	194,518	222,990	201,870	215,310	-3%
Other Operating Supplies	1,259,708	1,703,700	1,636,880	1,555,730	-9%
Petroleum Supplies	303,940	445,750	322,750	381,750	-14%
Maintenance Supplies	497,723	740,700	717,060	787,220	6%
Purchased Water	6,941,925	7,457,490	7,457,490	8,124,130	9%
<b>Total Supplies</b>	<b>9,197,814</b>	<b>10,570,630</b>	<b>10,336,050</b>	<b>11,064,140</b>	<b>5%</b>
<b>Contractual Services</b>					
Administrative	684,816	613,380	585,300	638,720	4%
Travel and Training	126,123	185,350	159,870	193,910	5%
Utilities	4,221,235	4,527,840	4,451,090	4,560,360	1%
Maintenance	8,639,159	18,366,530	18,812,850	10,161,280	-45%
Internal Services	(1,046,461)	(875,000)	(970,000)	(925,000)	6%
Fire Contract Services	7,729,566	7,894,700	7,882,000	8,307,200	5%
Ambulance Program	924,570	1,090,500	1,090,500	1,117,000	2%
Police Contract Services	11,869,029	14,195,800	14,195,800	14,557,800	3%
Public Safety	106,420	128,410	128,410	133,000	4%
Legal Services	1,790,173	2,703,500	2,621,490	1,382,630	-49%
Rental	147,298	142,620	128,790	130,700	-8%
Animal/Rodent Control	743,217	780,380	790,380	856,760	10%
Other Contractual Services	4,373,757	10,216,030	9,130,740	4,825,320	-53%
<b>Total Contractual Services</b>	<b>40,308,902</b>	<b>59,970,040</b>	<b>59,007,220</b>	<b>45,939,680</b>	<b>-23%</b>
<b>Other Charges</b>					
Miscellaneous Charges	212,397	422,790	322,640	273,240	-35%
Claims and Insurance Charges	7,196,608	7,674,000	8,557,070	6,149,100	-20%
Taxes and Permits	165,973	215,050	220,220	210,060	-2%
Promotional Charges	133,914	128,810	136,590	127,220	-1%
Recreation Charges	685,041	615,580	694,270	737,100	20%
Social Services	200,467	294,250	233,130	205,600	-30%
Depreciation	8,006,291	7,425,770	7,425,770	7,685,270	3%
Contingency Reserve	3,119	87,600	94,800	115,000	31%
<b>Total Other Charges</b>	<b>16,603,810</b>	<b>16,863,850</b>	<b>17,684,490</b>	<b>15,502,590</b>	<b>-8%</b>
<b>Capital Outlay</b>					
Land and Buildings	13,878	0	3,910	0	0%
Improvements Other Than Bldg.	11,776,370	49,604,940	45,828,420	13,114,000	-74%
Equipment	259,977	2,075,430	1,967,560	641,090	-69%
Major Maintenance	1,400,945	3,179,960	3,118,120	1,950,000	-39%
One-time Studies	300,934	684,370	637,530	300,000	-56%
<b>Total Capital Outlay</b>	<b>13,752,104</b>	<b>55,544,700</b>	<b>51,555,540</b>	<b>16,005,090</b>	<b>-71%</b>
<b>Interdepartmental Charges</b>					
Interdepartmental Charges	6,411,220	6,455,750	6,455,750	7,193,720	11%
Charges from Other Funds	140,946	285,360	167,000	285,360	0%
Charges to Other Funds	(140,946)	(274,360)	(274,360)	(274,360)	0%
General Fund Overhead Charge	2,367,210	2,572,000	2,570,000	2,869,370	12%
<b>Total Interdepartmental Charges</b>	<b>8,778,430</b>	<b>9,038,750</b>	<b>8,918,390</b>	<b>10,074,090</b>	<b>11%</b>
<b>Interfund Transfers</b>					
	5,753,454	12,624,790	12,619,280	6,571,360	-48%
<b>Debt Service</b>					
	2,005,149	3,381,300	3,334,350	2,012,720	-40%
<b>Ending Fund Balances</b>					
	147,669,269	86,463,469	95,791,789	89,505,299	4%
<b>Total Expenditures*</b>	<b>\$120,816,705</b>	<b>\$194,062,570</b>	<b>\$187,595,430</b>	<b>\$134,706,490</b>	<b>-31%</b>

\*excluding fund balances

# All Fund Expenditures By Line Item

Description	FY 2015-16 Actual	FY 2016-17 Adj Bud	FY 2016-17 Projected	FY 2017-18 Proposed	% Bud 16-17 To Bud 17-18
<b>Personnel</b>					
Salaries, Regular Full-Time	13,217,309	14,725,810	13,955,770	16,256,570	10%
Salaries, Regular Part-Time	598,935	711,490	485,660	579,410	-19%
Salaries, Hourly Part-Time	1,456,330	1,446,300	1,345,380	1,361,660	-6%
Regular Overtime	6,436	12,760	11,640	11,960	-6%
Premium Overtime, Regular	422,405	378,280	390,880	367,600	-3%
Premium Overtime, Part-Time	3,613	5,540	5,190	5,080	-8%
Holiday Pay	1,980	6,850	18,290	8,320	21%
Accrued Leave Payoff	513,116	500,850	447,540	490,060	-2%
Disability Compensation	5,974	0	0	0	0%
Education Incentive Pay	302	320	320	360	13%
Assignment Pay	163,724	185,330	178,770	180,930	-2%
Tool Replacement Allowance	0	500	250	500	0%
Auto Allowance	18,037	18,010	16,960	18,000	0%
Phone Allowance	22,069	22,270	17,330	21,350	-4%
Employee Benefits	0	640	0	0	-100%
Educational Reimbursement	2,778	31,720	24,980	49,310	55%
Bilingual Pay	0	0	480	480	100%
FICA	878,792	942,540	880,090	982,980	4%
Medicare	237,457	253,280	230,090	261,560	3%
State Disability Insurance	116,860	131,470	122,490	139,890	6%
A. D. & D. Insurance	2,709	3,140	2,840	3,300	5%
Long Term Disability Insurance	49,181	51,980	48,610	53,160	2%
State Unemployment Insurance	27,153	61,690	56,130	63,700	3%
Workers' Compensation Insurance	406,270	481,230	439,040	554,710	15%
Life Insurance	40,436	48,970	43,290	50,600	3%
Medical Insurance	2,493,349	2,791,190	2,526,860	2,956,140	6%
P.E.R.S. Retirement Premium	637,971	133,160	157,630	161,690	21%
San Clemente Retirement Premium	2,063,885	2,006,730	1,553,250	1,757,170	-12%
Retirement Premium (Legacy)	937,000	1,016,920	1,099,020	1,102,220	8%
Deferred Compensation	38,406	38,280	41,450	39,400	3%
Deferred Compensation, Part Time	54,565	61,260	39,880	58,710	-4%
<b>Total Personnel</b>	<b>24,417,042</b>	<b>26,068,510</b>	<b>24,140,110</b>	<b>27,536,820</b>	<b>6%</b>
<b>Supplies</b>					
Office Supplies	69,038	90,530	79,670	84,700	-6%
Postage	115,588	123,460	114,980	121,610	-1%
Data Processing Supplies	9,892	9,000	7,220	9,000	0%
Maps and Blueprints	0	550	300	300	-45%
Horticultural Supplies	72,950	104,250	104,250	94,250	-10%
Leadership Supplies	2,411	3,000	2,430	3,000	0%
Medical Supplies	9,859	12,060	12,900	12,560	4%
Chemical Supplies	382,598	537,670	494,670	532,250	-1%
Laboratory Supplies	9,300	30,280	33,210	34,380	14%
Janitorial Supplies	38,250	53,400	46,150	50,650	-5%
Photographic Supplies	264	1,100	1,100	2,100	91%
Protective Supplies	21,761	23,480	23,440	23,880	2%
Gasoline	251,079	347,500	251,500	303,500	-13%
Propane	9,793	40,000	20,000	25,000	-38%
Diesel Fuel	43,068	58,250	51,250	53,250	-9%

# All Fund Expenditures By Line Item

Description	FY 2015-16 Actual	FY 2016-17 Adj Bud	FY 2016-17 Projected	FY 2017-18 Proposed	% Bud 16-17 To Bud 17-18
Educational Material	29,464	52,300	52,300	45,700	-13%
Books, Codes and Supplement	3,983	20,850	19,580	7,590	-64%
Office Furniture and Equipment	65,778	129,710	124,140	42,500	-67%
Small Tools and Equipment	69,381	109,570	97,680	114,310	4%
Clothing and Uniforms	28,438	32,980	32,300	35,880	9%
Service Awards	15,599	24,930	21,930	28,230	13%
Other Operating Supplies	586,313	679,020	662,770	691,990	2%
Water Meter Purchase	52,751	75,000	75,000	25,000	-67%
Painting Supplies	2,442	3,400	3,400	3,400	0%
Automotive & Equipment Parts	27,166	25,500	25,100	25,100	-2%
Street Signs	37,369	36,640	36,640	40,040	9%
Street Materials	23,054	85,000	85,000	85,000	0%
Other Maintenance Supplies	278,300	403,710	399,650	444,840	10%
Purchased Water	6,941,925	7,457,490	7,457,490	8,124,130	9%
<b>Total Supplies</b>	<b>9,197,814</b>	<b>10,570,630</b>	<b>10,336,050</b>	<b>11,064,140</b>	<b>5%</b>
<b>Contractual Services</b>					
Advertising	30,699	26,350	25,850	26,950	2%
Legal Notices	30,779	21,700	26,150	25,500	18%
Imaging of Documents	71,680	50,000	50,000	50,000	0%
Printing and Binding	37,611	55,390	29,970	37,270	-33%
Travel and Training	114,646	164,010	145,520	178,990	9%
Required Licensing Certification	5,890	10,930	6,920	7,090	-35%
Mileage	5,587	10,410	7,430	7,830	-25%
Code Updating Service	15,847	14,000	14,000	14,500	4%
Property Insurance	498,200	445,940	439,330	484,500	9%
OCFA Cont Facilities Maint	26,526	43,400	43,400	30,000	-31%
Data Lines	120,283	125,580	122,500	136,600	9%
Internet Services	1,030	1,000	1,000	5,000	400%
Telephone	162,546	188,380	190,290	197,800	5%
Natural Gas	86,982	96,390	103,860	111,940	16%
Electricity	2,458,641	2,695,690	2,679,610	2,693,260	0%
Caltrans/Bahia Electricity	5,595	4,790	5,210	7,060	47%
Water	764,388	813,110	760,720	818,700	1%
Effluent Water	247,613	240,000	225,000	240,000	0%
Landfill Fees	347,631	318,500	318,500	319,000	0%
Const & Demo Recycle - Pd Landfill	0	1,000	1,000	1,000	0%
Maintenance of Buildings	200,632	331,420	426,780	338,680	2%
Maintenance of Restrooms	145,283	224,230	224,230	229,850	3%
Maintenance of Improvements	1,815,502	4,541,130	5,605,170	1,979,130	-56%
Maintenance of Beaches	114,176	114,700	114,700	114,700	0%
Maintenance of Landscaping	1,536,026	1,630,210	1,641,610	1,708,530	5%
Maintenance of Trees	342,597	354,380	334,000	376,000	6%
Beach Cleaning	27,850	35,000	35,000	35,000	0%
Maintenance of Office Equipment	46,319	44,700	44,730	44,560	0%
Maintenance of Auto Equipment	19,410	30,220	16,970	26,760	-11%
Maintenance of Operating Equip.	295,872	421,950	404,420	593,760	41%
Maint. of Computer Hardware	64,649	308,200	308,200	297,600	-3%
Maint. of Computer Software	501,082	622,860	616,590	916,580	47%
Maintenance of Radio Equipment	41,218	51,660	49,160	50,000	-3%

# All Fund Expenditures By Line Item

Description	FY 2015-16 Actual	FY 2016-17 Adj Bud	FY 2016-17 Projected	FY 2017-18 Proposed	% Bud 16-17 To Bud 17-18
Maintenance of Other Facilities	2,724,880	8,720,240	8,031,560	2,521,640	-71%
Maintenance of MO2 Diversion Fac.	15,176	72,200	50,000	50,000	-31%
Graffiti Removal	51,544	52,700	52,700	65,200	24%
Graffiti - Administration	24,000	24,000	24,000	32,000	33%
Contracted Custodial Services	124,484	185,060	231,360	181,940	-2%
Center Striping/Markings	125,931	127,750	127,750	127,750	0%
Street Sweeping Services	422,528	473,920	473,920	471,600	0%
Engineering Services	(1,046,461)	(875,000)	(970,000)	(925,000)	6%
SFR Plan Check	39,600	22,400	20,000	22,400	0%
Clerical Services	53,282	164,780	124,000	18,700	-89%
Answering Services	5,322	6,800	6,800	6,150	-10%
Accounting and Auditing	33,497	46,400	43,500	46,300	0%
Bank Merchant Fees	254,711	233,270	239,600	261,600	12%
Management Consulting Services	1,530	0	0	0	0%
Broker Commissions	15,543	10,000	6,890	0	-100%
Fire Contract Services	7,549,855	7,724,200	7,715,000	8,135,200	5%
OCFA Vehicle Replacement	179,711	170,500	167,000	172,000	1%
Ambulance Program	922,695	1,090,500	1,090,500	1,117,000	2%
Back-up Ambulance Transport	1,875	0	0	0	0%
Crossing Guards	106,420	128,410	128,410	133,000	4%
Police Contract Services	11,652,957	13,958,000	13,958,000	14,320,000	3%
Parking Citation Processing	216,072	237,800	237,800	237,800	0%
Legal Services - Retainer	283,912	126,000	126,000	130,000	3%
Legal - Contingency	0	500,000	500,000	535,000	7%
Other Legal Services	1,506,261	2,077,500	1,995,490	717,630	-65%
Medical Examinations	17,565	20,750	20,750	20,900	1%
Investigative Services	6,290	5,000	5,000	5,000	0%
Professional Services	704,562	2,591,860	2,227,430	1,148,830	-56%
Developers Reimbursement	0	400,000	120,000	0	-100%
Professional Studies	0	67,500	44,400	0	-100%
Rental of Land	50,089	62,400	50,200	58,200	-7%
Rental of Equipment	73,650	56,750	54,690	51,140	-10%
Rental of Uniforms	23,559	23,470	23,900	21,360	-9%
Animal Control and Shelter	717,400	742,030	752,030	815,410	10%
Landscape Rodent Control	25,817	38,350	38,350	41,350	8%
Contractual Services	3,234,265	6,624,270	6,254,370	3,277,440	-51%
Sidewalk Pressure Wash	7,590	23,000	18,000	18,000	-22%
<b>Total Contractual Services</b>	<b>40,308,902</b>	<b>59,970,040</b>	<b>59,007,220</b>	<b>45,939,680</b>	<b>-23%</b>
<b>Other Charges</b>					
Court Costs/Citations	0	120	0	120	0%
Claims Paid	2,145,045	2,116,390	2,896,390	338,300	-84%
Premiums Paid - Delta Care	19,896	24,000	24,000	25,200	5%
Claims Paid - Delta Dental	170,313	193,000	193,000	189,780	-2%
Retiree Premiums - Dental	868	1,450	1,450	1,520	5%
Premiums Paid - Medical	2,270,453	2,602,000	2,800,000	2,800,000	8%
Premiums Paid - Vision	52,259	53,000	53,000	55,700	5%
Retiree Claims - Delta Dental	37,641	40,000	40,000	44,500	11%
Retiree Premiums - Medical	242,102	300,000	300,000	340,000	13%
Retiree Premiums - Vision	5,473	5,900	5,900	6,200	5%



# All Fund Expenditures By Line Item

Description	FY 2015-16 Actual	FY 2016-17 Adj Bud	FY 2016-17 Projected	FY 2017-18 Proposed	% Bud 16-17 To Bud 17-18
Claims Administration	66,019	74,000	76,000	76,000	3%
Retiree Health Premium (OPEB)	(132,434)	110,000	75,000	75,000	-32%
Wellness Program	5,075	5,000	50	0	-100%
Workers' Compensation Premiums	153,544	190,000	163,580	177,000	-7%
Excess Insurance Premiums	2,165,429	1,964,260	1,928,750	2,019,900	3%
Dues and Subscriptions	95,742	113,930	109,590	121,350	7%
Property Taxes	2,411	5,050	5,680	60	-99%
Other Taxes	6,577	10,000	14,540	10,000	0%
N P D E S Permits	156,985	200,000	200,000	200,000	0%
Expenditure of Grants	4,603	29,500	16,800	16,800	-43%
Licenses and Permits	61,566	99,150	94,150	96,150	-3%
Boards & Commissions Expense	4,470	6,000	5,500	7,450	24%
Special Meetings and Events	30,127	32,110	39,320	32,820	2%
Fourth of July Celebration	40,987	41,000	42,000	43,900	7%
City General Special Events	14,079	15,000	16,570	15,000	0%
Election Expenses/Special Elections	253	64,400	55,550	0	-100%
Recreation Special Events Expenses	47,482	57,650	57,540	86,650	50%
Contract Class Instructors	637,559	557,930	636,730	650,450	17%
Community Relations Expense	2,272	3,500	3,500	2,500	-29%
Volunteer Program Expense	11,723	6,780	5,880	5,310	-22%
OCTA Senior Center Trans	64,024	95,110	64,000	72,980	-23%
RSVP	10,711	17,430	17,430	14,800	-15%
Crime Prevention Expenditures	802	4,610	2,500	500	-89%
Character Counts Expenditures	1,253	10,680	9,680	500	-95%
Parent Project Expenditures	0	12,350	11,350	500	-96%
Asset Forfeiture - Expenditures	2,480	1,290	1,290	0	-100%
Trauma Intervention Program	8,085	8,090	8,090	8,100	0%
Downtown Business Assoc Subsidy	38,000	34,200	34,200	30,000	-12%
Tourist & Conv. Bureau Subsidy	8,449	3,000	1,000	3,000	0%
Marine Unit Support	10,090	24,910	24,910	15,000	-40%
Affordable Housing	0	25,000	0	0	-100%
Social Services Grants	91,299	88,000	88,000	87,910	0%
Environmental Sustainability Grant	6,350	12,000	12,000	12,000	0%
Turf Removal Incentive Program	105	0	0	0	0%
Depreciation	5,454,621	4,874,100	4,874,100	4,873,600	0%
Depreciation Reserve Contribution	1,130,000	1,130,000	1,130,000	1,190,000	5%
Depreciation - Asset Model	1,421,670	1,421,670	1,421,670	1,621,670	14%
Bad Debt Expense	839	0	0	0	0%
Refund of Prior Year Revenue	898	1,500	1,500	1,500	0%
Home Rehab Program Inc. - Exp.	22,000	83,820	20,000	10,000	-88%
Other Operating Expense	10,496	7,370	7,500	7,870	7%
Contingency Reserve	3,119	87,600	94,800	115,000	31%
<b>Total Other Charges</b>	<b>16,603,810</b>	<b>16,863,850</b>	<b>17,684,490</b>	<b>15,502,590</b>	<b>-8%</b>
<b>Capital Outlay</b>					
Land	13,878	0	3,910	0	0%
Improvements Other Than Bldg.	11,776,370	49,604,940	45,828,420	13,114,000	-74%
Computer Equipment	84,891	85,000	85,000	87,600	3%
General Machinery and Equipment	149,020	449,050	419,690	388,750	-13%
Automotive Equipment	26,066	1,541,380	1,462,870	164,740	-89%

# All Fund Expenditures By Line Item

Description	FY 2015-16 Actual	FY 2016-17 Adj Bud	FY 2016-17 Projected	FY 2017-18 Proposed	% Bud 16-17 To Bud 17-18
Major Maintenance	1,121,791	1,274,540	1,212,140	1,000,000	-22%
Sidewalk Repair & Improvements	97,246	324,410	324,410	150,000	-54%
Sidewalk Improvements	151,137	0	0	0	0%
Major Street Maintenance	8,725	1,091,410	1,091,410	550,000	-50%
Slurry Seal	22,046	489,600	490,160	250,000	-49%
Capital Study	40,589	499,940	476,940	300,000	-40%
One-time Studies/Costs/Training	260,345	184,430	160,590	0	-100%
<b>Total Capital Outlay</b>	<b>13,752,104</b>	<b>55,544,700</b>	<b>51,555,540</b>	<b>16,005,090</b>	<b>-71%</b>
<b>Interdepartmental Charges</b>					
Insurance Charges	2,400,000	2,500,000	2,500,000	3,000,000	20%
Postage Charges	94,160	85,630	85,630	97,370	14%
Duplicating Charges	88,350	72,140	72,140	71,740	-1%
EDMS Charges	35,000	34,990	34,990	40,000	14%
Information Technology Charges	1,587,720	1,809,210	1,809,210	1,965,550	9%
Communications Charges	190,120	171,100	171,100	319,710	87%
Fleet Rental Charges	1,644,390	1,357,250	1,357,250	1,233,650	-9%
Capital Equipment Rep. Charge	178,130	175,980	175,980	179,730	2%
Facilities Maintenance Rep. Charge	133,350	179,450	179,450	183,970	3%
Park Asset Replacement Charge	60,000	70,000	70,000	102,000	46%
Charges from Weed Abatement	0	25,000	0	25,000	0%
Charges from Parks Maintenance	2,360	2,360	0	2,360	0%
Charges from Engineering	131,764	191,000	160,000	191,000	0%
Charges from Maintenance	6,822	22,000	7,000	22,000	0%
Charges from Sewer	0	45,000	0	45,000	0%
General Fund Overhead Charges	2,367,210	2,572,000	2,570,000	2,869,370	12%
Charges to Water Fund	(47,788)	(81,180)	(81,180)	(81,180)	0%
Charges to Sewer Fund	(47,100)	(81,180)	(81,180)	(81,180)	0%
Charges to Storm Drain	(46,058)	(60,000)	(60,000)	(60,000)	0%
Charges To Clean Ocean	0	(52,000)	(52,000)	(52,000)	0%
<b>Total Interdepartmental Charges</b>	<b>8,778,430</b>	<b>9,038,750</b>	<b>8,918,390</b>	<b>10,074,090</b>	<b>11%</b>
<b>Interfund Transfers</b>					
Transfer to General Fund	1,302,946	2,166,010	2,166,010	1,269,480	-41%
Transfer to 2106 Gas Tax Fund	14,000	1,014,590	1,014,590	14,590	-99%
Transfer to Storm Drain Fund	381,000	671,000	471,000	381,000	-43%
Transfer To Negocio Debt Svc.	1,345,000	0	0	0	0%
Transfer to St. Improvement Fund	756,290	1,051,290	1,051,290	956,290	-9%
Transfer to Fleet Maint. Fund	60,000	0	0	0	0%
Transfer to Cap Equip Replacement	110,000	0	0	0	0%
Transfer to Golf Fund	25,502	61,140	55,640	20,000	-67%
Transfer to Water Fund	0	312,000	312,000	25,000	-92%
Transfer to Sewer Depreciation	0	338,000	538,000	0	-100%
Transfer to Sewer Fund	250,000	0	0	0	0%
Transfer to Sewer Connection	0	300,000	300,000	0	-100%
Transfer to Accrued Leave	160,000	974,000	974,000	0	-100%
Transfer to Facilities Maintenance	50,000	450,000	450,000	0	-100%
Transfer to General Liability Fund	900,000	2,080,000	2,080,000	2,880,000	38%
Transfer to Other Funds	398,716	3,206,760	3,206,750	1,025,000	-68%
<b>Total Interfund Transfers</b>	<b>5,753,454</b>	<b>12,624,790</b>	<b>12,619,280</b>	<b>6,571,360</b>	<b>-48%</b>

## All Fund Expenditures By Line Item

Description	FY 2015-16 Actual	FY 2016-17 Adj Bud	FY 2016-17 Projected	FY 2017-18 Proposed	% Bud 16-17 To Bud 17-18
<b><i>Debt Service</i></b>					
Negocio Principal	125,000	1,475,000	1,215,000	0	-100%
Principal Expenditure	823,867	152,940	156,000	0	-100%
Water Loan Principal	0	631,360	595,620	608,720	-4%
Lease/Purchase Principal	0	37,090	37,090	33,060	-11%
Negocio Interest	113,900	126,580	388,030	0	-100%
Water Loan Interest	421,738	316,140	304,990	291,880	-8%
Lease/Purchase Interest	43,200	46,380	43,120	40,060	-14%
P.E.R.S. Unfunded Liability	474,944	594,310	593,000	1,039,000	75%
Negocio Fiscal Agent Charges	2,500	1,500	1,500	0	-100%
<b><i>Total Debt Service</i></b>	<b><i>2,005,149</i></b>	<b><i>3,381,300</i></b>	<b><i>3,334,350</i></b>	<b><i>2,012,720</i></b>	<b><i>-40%</i></b>
<b>Total:</b>	<b>\$120,816,705</b>	<b>\$194,062,570</b>	<b>\$187,595,430</b>	<b>\$134,706,490</b>	<b>-31%</b>



# General Fund Summary

**Description:** The General Fund is the primary operating fund of the City of San Clemente and is used to account for all financial resources except those required to be accounted for in another fund.

**Funding Source:** Revenues are generated from general taxes, including property and sales taxes, service charges, permits and other fees, investment earnings and other intergovernmental revenues.

**Legal Basis:** Fund resources are comprised of unspendable, restricted, committed, assigned and unassigned fund assets.

**Fund Balance:** Fund balance will decrease to \$14.5 million at fiscal year end June 30, 2018, including the General Fund Emergency Reserve.

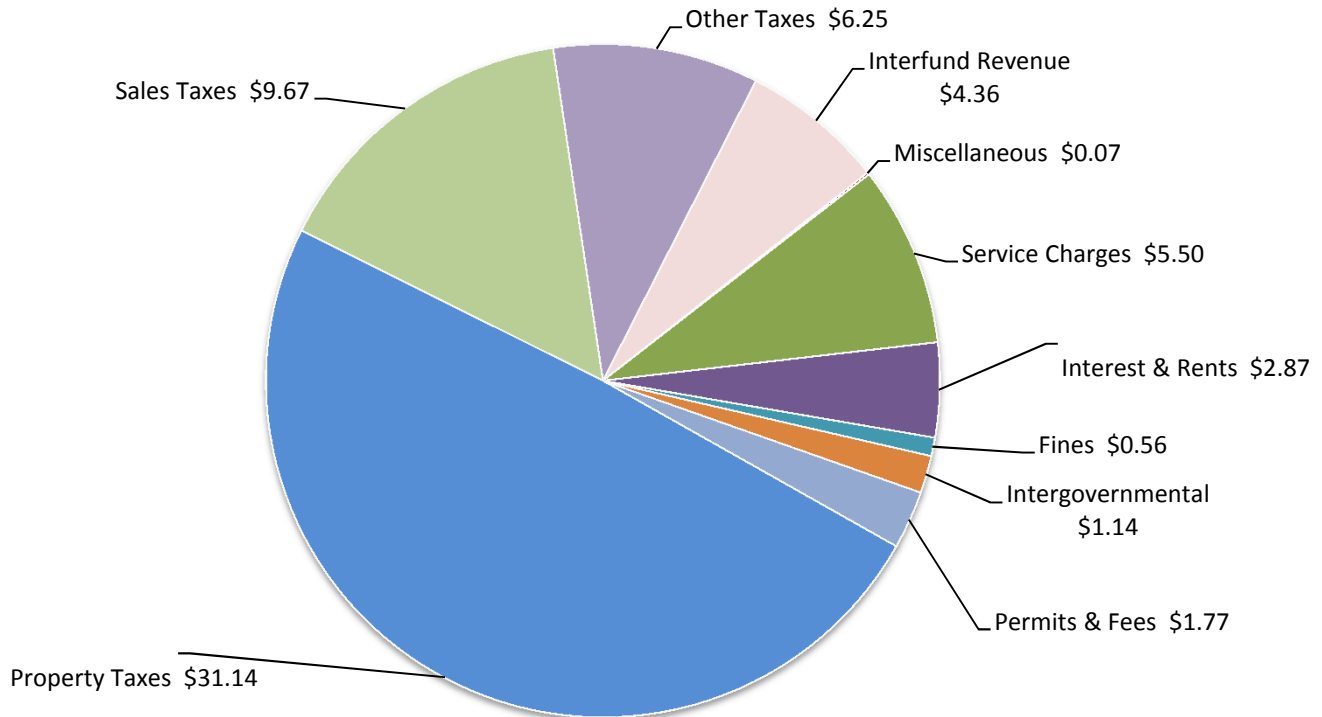
Expenditures By Category	FY 2015-16 Actual	FY 2016-17 Adj Budget	FY 2016-17 Projected	FY 2017-18 Budget	% Bud 16-17 To Bud 17-18
Personnel	\$16,757,366	\$17,533,590	\$16,090,630	\$18,123,080	3%
Supplies	989,388	1,360,540	1,293,190	1,312,050	-4%
Contractual Services	28,441,184	34,293,520	33,979,770	33,289,240	-3%
Other Charges	1,028,033	1,119,040	1,195,720	1,189,830	6%
Capital Outlay	5,561,235	9,470,350	9,001,910	4,534,600	-52%
Interdepartmental Charges	4,114,875	4,208,920	4,208,920	4,813,310	14%
Interfund Transfers	3,510,306	4,597,540	4,597,540	3,850,880	-16%
Debt Service	474,944	594,310	593,000	1,039,000	75%
<b>Total Expenditures</b>	<b>\$60,877,331</b>	<b>\$73,177,810</b>	<b>\$70,960,680</b>	<b>\$68,151,990</b>	<b>-7%</b>

Revenue and Expenditure Summary	FY 2015-16 Actual	FY 2016-17 Adj Budget	FY 2016-17 Projected	FY 2017-18 Budget	% Bud 16-17 To Bud 17-18
<b>Beginning Balance</b>	<b>\$28,031,450</b>	<b>\$26,982,779</b>	<b>\$26,982,779</b>	<b>\$19,340,179</b>	<b>-28%</b>
<b>Revenues:</b>					
Taxes	44,170,414	45,233,010	45,351,450	47,058,000	4%
Permits & Fees	1,945,118	1,721,130	1,783,900	1,767,770	3%
Intergovernmental	1,065,549	3,052,980	2,906,210	1,137,410	-63%
Service Charges	5,716,265	5,273,040	5,367,800	5,498,370	4%
Fines	596,246	557,000	557,000	562,000	1%
Interest & Rents	2,309,099	2,178,500	2,308,950	2,873,770	32%
Miscellaneous Income	158,698	89,750	161,500	71,000	-21%
Interfund Revenue	3,867,271	4,905,570	4,881,270	4,355,290	-11%
<b>Total Revenues</b>	<b>59,828,660</b>	<b>63,010,980</b>	<b>63,318,080</b>	<b>63,323,610</b>	<b>0%</b>
<b>Expenditures:</b>					
General Government	9,533,143	11,314,650	10,900,540	11,815,550	4%
Finance & Administrative Services	3,088,520	3,717,230	3,596,650	3,493,230	-6%
Public Safety	22,967,216	25,242,120	25,176,030	26,056,380	3%
Community Development	4,974,398	5,985,030	5,158,580	5,422,010	-9%
Public Works	12,463,542	21,988,480	21,329,530	16,576,860	-25%
Beaches, Parks & Recreation	7,850,512	4,930,300	4,799,350	4,787,960	-3%
<b>Total Expenditures</b>	<b>60,877,331</b>	<b>73,177,810</b>	<b>70,960,680</b>	<b>68,151,990</b>	<b>-7%</b>
<b>Ending Balance</b>	<b>\$26,982,779</b>	<b>\$16,815,949</b>	<b>\$19,340,179</b>	<b>\$14,511,799</b>	<b>-14%</b>

# General Fund Revenues by Category

## General Fund Revenues

(in millions)

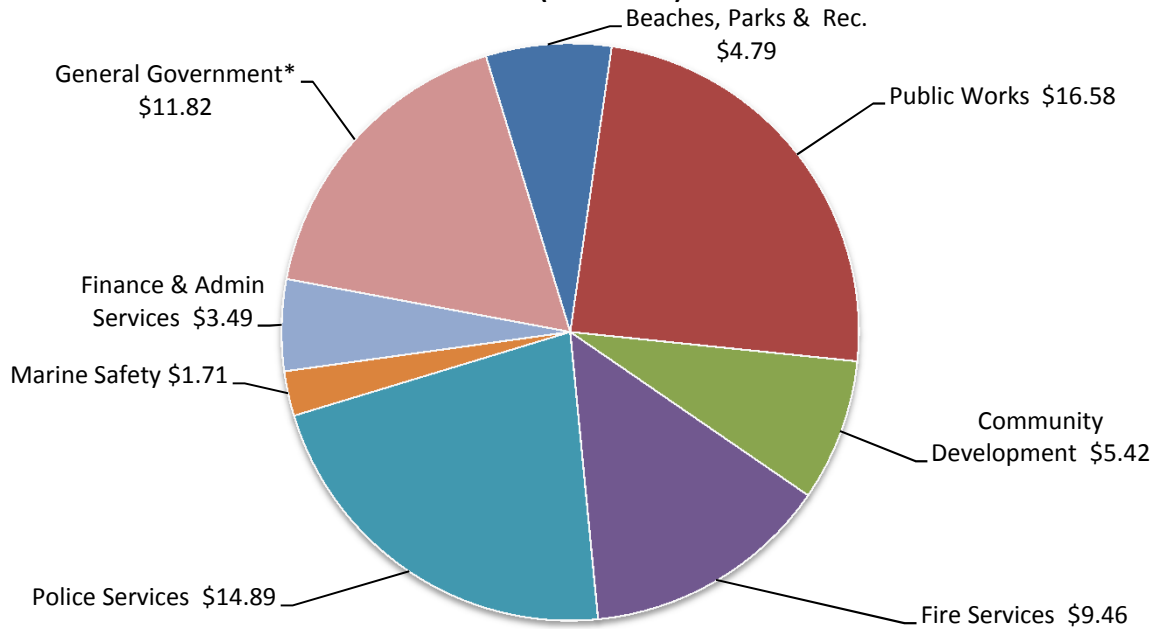


Revenue Categories	FY 2016-17 Adj Budget	FY 2016-17 Projected	FY 2017-18 Budget	Dollar Change	% Bud 16-17 To Bud 17-18
Taxes	\$45,233,010	\$45,351,450	\$47,058,000	\$1,824,990	4%
Permits & Fees	1,721,130	1,783,900	1,767,770	46,640	3%
Intergovernmental	3,052,980	2,906,210	1,137,410	(1,915,570)	-63%
Service Charges	5,273,040	5,367,800	5,498,370	225,330	4%
Fines	557,000	557,000	562,000	5,000	1%
Interest & Rents	2,178,500	2,308,950	2,873,770	695,270	32%
Miscellaneous	89,750	161,500	71,000	(18,750)	-21%
Interfund Revenue	4,905,570	4,881,270	4,355,290	(550,280)	-11%
Revenue Subtotal	63,010,980	63,318,080	63,323,610	312,630	0%
Beginning Fund Balance:					
Sustainability Reserve	10,000,000	10,000,000	0	(10,000,000)	-100%
Emergency Reserve	4,863,000	4,863,000	11,401,000	6,538,000	134%
Unassigned	12,119,779	12,119,779	7,939,179	(4,180,600)	-34%
<b>Total:</b>	<b>\$89,993,759</b>	<b>\$90,300,859</b>	<b>\$82,663,789</b>	<b>(\$7,329,970)</b>	<b>-8%</b>

# General Fund Expenditures by Department

## General Fund Expenditures by Department

(in millions)

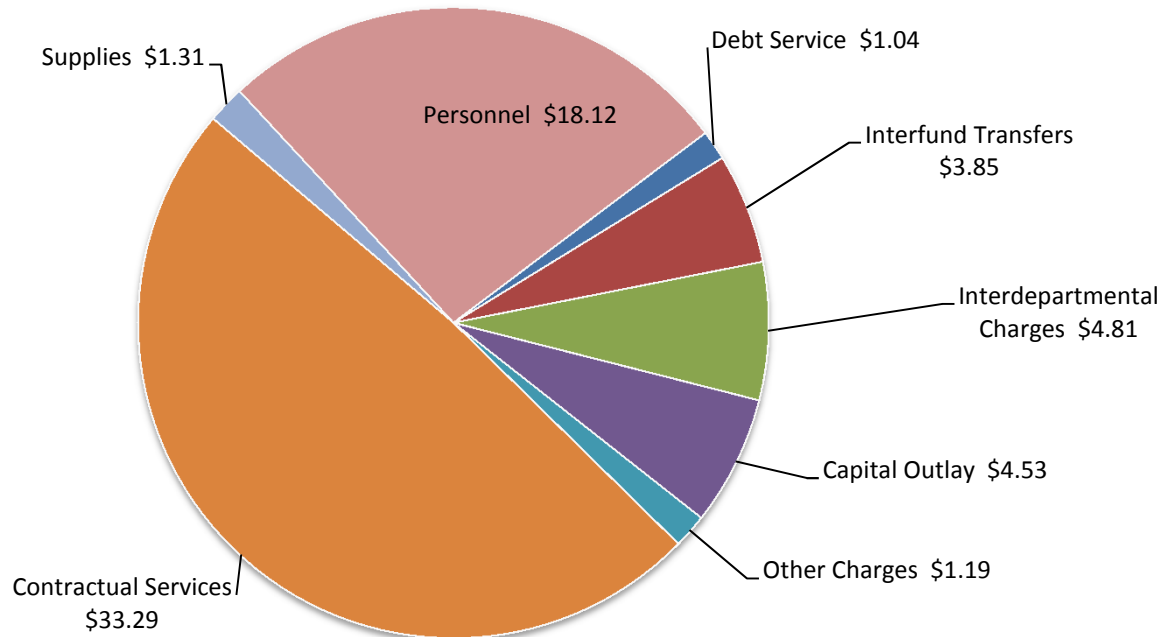


\* General Government includes: City Manager, City Council, City Clerk, Economic Development and City General.

Departments	FY 2016-17 Adj Budget	FY 2016-17 Projected	FY 2017-18 Budget	Dollar Change	% Bud 16-17 To Bud 17-18
General Government*	\$11,314,650	\$10,900,540	\$11,815,550	\$500,900	4%
Finance & Admin Services	3,717,230	3,596,650	3,493,230	(224,000)	-6%
Police Services	14,524,180	14,520,430	14,892,830	368,650	3%
Fire Services	9,031,050	9,017,350	9,457,920	426,870	5%
Marine Safety	1,686,890	1,638,250	1,705,630	18,740	1%
Community Development	5,985,030	5,158,580	5,422,010	(563,020)	-9%
Public Works	21,988,480	21,329,530	16,576,860	(5,411,620)	-25%
Beaches, Parks & Rec.	4,930,300	4,799,350	4,787,960	(142,340)	-3%
Expenditure Subtotal	73,177,810	70,960,680	68,151,990	(5,025,820)	-7%
Ending Fund Balance:					
Emergency Reserve	11,401,000	11,401,000	12,102,000	701,000	6%
Unassigned	5,414,949	7,939,179	2,409,799	(3,005,150)	-55%
<b>Total:</b>	<b>\$89,993,759</b>	<b>\$90,300,859</b>	<b>\$82,663,789</b>	<b>(\$7,329,970)</b>	<b>-8%</b>

# General Fund Expenditures by Category

**General Fund Expenditures  
By Category**  
(in millions)



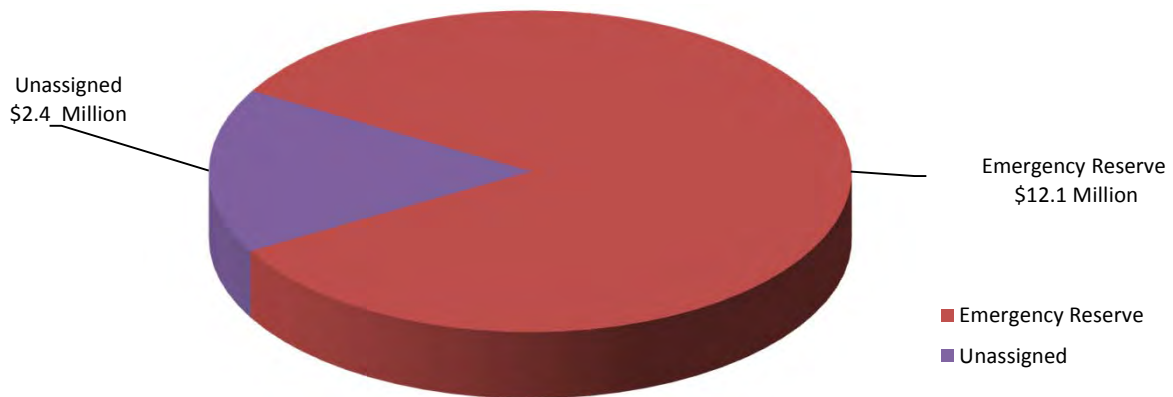
Expenditure Categories	FY 2016-17 Adj Budget	FY 2016-17 Projected	FY 2017-18 Budget	Dollar Change	% Bud 16-17 To Bud 17-18
Personnel	\$17,533,590	\$16,090,630	\$18,123,080	\$589,490	3%
Supplies	1,360,540	1,293,190	1,312,050	(48,490)	-4%
Contractual Services	34,293,520	33,979,770	33,289,240	(1,004,280)	-3%
Other Charges	1,119,040	1,195,720	1,189,830	70,790	6%
Capital Outlay	9,470,350	9,001,910	4,534,600	(4,935,750)	-52%
Interdepartmental Charges	4,208,920	4,208,920	4,813,310	604,390	14%
Interfund Transfers	4,597,540	4,597,540	3,850,880	(746,660)	-16%
Debt Service	594,310	593,000	1,039,000	444,690	75%
Expenditure Subtotals	73,177,810	70,960,680	68,151,990	(5,025,820)	-7%
Ending Fund Balance:					
Emergency Reserve	11,401,000	11,401,000	12,102,000	701,000	6%
Unassigned	5,414,949	7,939,179	2,409,799	(3,005,150)	-55%
<b>Total:</b>	<b>\$89,993,759</b>	<b>\$90,300,859</b>	<b>\$82,663,789</b>	<b>(\$7,329,970)</b>	<b>-8%</b>



# General Fund - Fund Balance

**The General Fund ending balance at June 30, 2018 is \$14.5 million, which includes Emergency Reserves.**

## Fund Balance June 30, 2018



<b>Fund Balance</b>	<b>Beginning</b>	<b>Increase</b>	<b>Decrease</b>	<b>Ending</b>	<b>% Chg</b>
<i>Restricted amounts</i>					
Emergency Reserve	11,401,000	701,000	-	12,102,000	6%
Subtotal	11,401,000	701,000	-	12,102,000	6%
Unassigned	7,939,179	-	(5,529,380)	2,409,799	-70%
<b>Total</b>	<b>\$ 19,340,179</b>	<b>\$ 701,000</b>	<b>\$ (5,529,380)</b>	<b>\$ 14,511,799</b>	<b>-25%</b>

Governmental Accounting Standards Board Statement No. 54 defines five fund balance components. The five components are:

***Nonspendable Fund Balance*** – Fund balance that includes amounts not in a spendable form, such as prepaid items, inventories of supplies, or loans receivable.

***Restricted Fund Balance*** – Fund balance that reflects constraints placed through external sources such as (a) creditors (debt covenants), grantors, contributors, or laws or regulations of other governments; or (b) imposed by law through constitutional provisions or enabling legislation.

***Committed Fund Balance*** – Fund balance that includes amounts for specific purposes pursuant to constraints imposed by formal action of the government’s highest level of decision making authority, and remain binding unless removed in the same manner.

***Assigned Fund Balance*** – Fund balance that includes amounts constrained by the government’s intent to be used for specific purposes, but that are neither restricted nor committed. Such intent needs to be established at either the highest level of decision making, or by an official designated for that purpose.

***Unassigned Fund Balance*** – Fund balance that includes amounts that do not fall into one of the above four categories. The General Fund is the only fund that should report this category of fund balance.

# General Fund Revenue Overview

<b>FY 2016-17 Adjusted Budget</b>	<b>\$63,010,980</b>
<i>Taxes</i>	
Property tax (excludes property transfer tax)	1,481,850
Transient occupancy tax	174,340
Sales tax	54,000
Business License tax	53,000
<i>Permits &amp; fees</i>	
Construction permits	49,600
<i>Intergovernmental revenues</i>	
State grants	-705,490
Federal grants	-143,380
County grants	-914,400
<i>Service Charges</i>	
Ambulance service charges	58,000
Recreation program fees	73,770
<i>Interest &amp; Rents</i>	
OHBC - Concessions	75,000
Recreation rentals	90,570
Other city leases, including Negocio building	411,060
<i>Other Revenues &amp; Transfers</i>	
Transfer from 2107 Gas Tax Fund	82,000
Transfer from Water Fund	-50,000
Transfer from other funds	-928,530
General Fund overhead charges	348,490
<i>Aggregate Change in Other Categories</i>	102,750
<b>FY 2017-18 Budget (0.5% change)</b>	<b>\$63,323,610</b>

# General Fund Revenue Summary

## by Category

Revenues Description	FY 2015-16 Actual	FY 2016-17 Adj Budget	FY 2016-17 Projected	FY 2017-18 Budget	% Bud 16-17 To Bud 17-18
Property Tax	\$28,522,329	\$29,025,150	\$29,025,150	\$30,507,000	5%
Transient Occupancy Tax	2,332,712	2,560,660	2,670,000	2,735,000	7%
Sales Tax	8,987,220	9,614,000	9,614,000	9,668,000	1%
Franchise Tax	2,480,504	2,500,200	2,454,000	2,512,000	0%
Property Transfer Tax	715,276	525,000	575,000	575,000	10%
Assessments & Delinquent Taxes	66,613	60,000	60,000	60,000	0%
Business License Tax	1,065,760	948,000	953,300	1,001,000	6%
<b>Total Taxes</b>	<b>44,170,414</b>	<b>45,233,010</b>	<b>45,351,450</b>	<b>47,058,000</b>	<b>4%</b>
Construction Permits	1,800,731	1,588,810	1,655,900	1,638,410	3%
Alarm Permits	81,600	92,000	88,000	88,000	-4%
Miscellaneous Permits	62,787	40,320	40,000	41,360	3%
<b>Total Permits &amp; Fees</b>	<b>1,945,118</b>	<b>1,721,130</b>	<b>1,783,900</b>	<b>1,767,770</b>	<b>3%</b>
Grants	837,779	2,845,980	2,699,210	930,410	-67%
Motor Vehicle Tax	26,387	30,000	30,000	30,000	0%
Other State Subventions	201,383	177,000	177,000	177,000	0%
<b>Total Intergovernmental</b>	<b>1,065,549</b>	<b>3,052,980</b>	<b>2,906,210</b>	<b>1,137,410</b>	<b>-63%</b>
Planning Development Fees	260,123	219,590	209,200	247,950	13%
Plan Check Fees	868,821	722,880	731,000	745,330	3%
General Government Fees	5,121	6,000	6,300	4,800	-20%
Traffic Fees	196	1,200	800	1,200	0%
Weed & Nuisance Abatement	17,178	11,750	11,000	11,750	0%
Ambulance Service Charges	1,266,510	1,282,000	1,330,000	1,340,000	5%
Marine Safety Fees	154,666	178,650	180,210	209,500	17%
Public Safety Fees	1,294	2,000	1,600	1,600	-20%
Parking Meters & Permits	1,084,934	1,060,000	1,065,000	1,065,000	0%
Inspection Fees	176,608	56,000	74,000	64,500	15%
Recreation Fees	1,880,814	1,732,970	1,758,690	1,806,740	4%
<b>Total Service Charges</b>	<b>5,716,265</b>	<b>5,273,040</b>	<b>5,367,800</b>	<b>5,498,370</b>	<b>4%</b>
Parking Violations	382,551	400,000	400,000	400,000	0%
Vehicle Code & Court Fines	167,645	130,000	130,000	130,000	0%
Other Fines	46,050	27,000	27,000	32,000	19%
<b>Total Fines</b>	<b>596,246</b>	<b>557,000</b>	<b>557,000</b>	<b>562,000</b>	<b>1%</b>
Interest	303,318	154,000	174,000	230,000	49%
Site leases	551,483	529,030	529,000	528,190	0%
Facility Rental	1,454,298	1,495,470	1,605,950	2,115,580	41%
<b>Total Interest and Rents</b>	<b>2,309,099</b>	<b>2,178,500</b>	<b>2,308,950</b>	<b>2,873,770</b>	<b>32%</b>
Miscellaneous Revenue	158,698	89,750	161,500	71,000	-21%
Transfers	1,302,945	2,168,250	2,166,010	1,269,480	-41%
General Fund O/H Charges	2,564,326	2,737,320	2,715,260	3,085,810	13%
<b>Total Other Rev. &amp; Financing Sources</b>	<b>4,025,969</b>	<b>4,995,320</b>	<b>5,042,770</b>	<b>4,426,290</b>	<b>-11%</b>
<b>Total</b>	<b>\$59,828,660</b>	<b>\$63,010,980</b>	<b>\$63,318,080</b>	<b>\$63,323,610</b>	<b>0%</b>

# General Fund Revenues By Line Item

Revenues Description	FY 2015-16 Actual	FY 2016-17 Adj Budget	FY 2016-17 Projected	FY 2017-18 Budget	% Bud 16-17 To Bud 17-18
<b>Taxes</b>					
Current Year Secured Taxes	\$21,399,346	\$21,785,000	\$21,785,000	\$22,826,000	5%
Current Year Unsecured Taxes	706,239	660,000	660,000	700,000	6%
Supp. Roll Property Taxes	552,373	350,000	350,000	350,000	0%
ERAF Property Tax	5,895,505	6,180,150	6,180,150	6,581,000	6%
Prior Year Secured & Unsecured	165,360	300,000	300,000	300,000	0%
Property Tax Admin. Charge	(196,494)	(250,000)	(250,000)	(250,000)	0%
Transient Occupancy Tax	1,931,978	1,985,660	1,960,000	1,985,000	0%
Transient Occupancy Tax Vacation Rental	400,734	575,000	710,000	750,000	30%
General Sales Tax	8,561,811	9,189,000	9,189,000	9,238,000	1%
P.S. Sales Tax Augmentation	425,409	425,000	425,000	430,000	1%
Lighting Assessments Prior Year	7	0	0	0	0%
San Diego Gas & Electric	740,529	693,000	693,000	715,000	3%
Southern California Gas	141,127	175,000	160,000	165,000	-6%
Cox Communications	1,124,333	1,150,000	1,125,000	1,150,000	0%
CR&R	414,564	419,000	419,000	425,000	1%
Other Franchise Fees	40,720	32,000	32,000	32,000	0%
Parimutual Taxes	19,231	31,200	25,000	25,000	-20%
Property Transfer Tax	715,276	525,000	575,000	575,000	10%
Penalty & Interest - Delqnt. Prop. Tax	66,606	60,000	60,000	60,000	0%
Business License Tax	940,424	850,000	828,000	850,000	0%
Business License - Development	51,021	50,000	50,000	75,000	50%
Home Occupation Permits	74,315	48,000	75,300	76,000	58%
<b>Total Taxes</b>	<b>44,170,414</b>	<b>45,233,010</b>	<b>45,351,450</b>	<b>47,058,000</b>	<b>4%</b>
<b>Permits &amp; Fees</b>					
Building Permits	910,957	850,000	875,000	900,000	6%
Disability Access/Educ Fee	5,004	3,500	3,700	3,780	8%
Electrical Permits	443,828	341,340	350,000	350,000	3%
Mechanical Permits	138,833	137,720	140,000	130,000	-6%
Plumbing Permits	255,583	247,750	250,000	235,000	-5%
Grading Permits	18,806	8,500	12,000	11,750	38%
STLU Permit Fee	27,720	0	25,200	7,880	100%
Street Encroachment Permits	62,787	40,020	40,000	40,230	1%
Alarm Permits	81,600	92,000	88,000	88,000	-4%
Miscellaneous Permits	0	300	0	1,130	277%
<b>Total Permits &amp; Fees</b>	<b>1,945,118</b>	<b>1,721,130</b>	<b>1,783,900</b>	<b>1,767,770</b>	<b>3%</b>
<b>Intergovernmental</b>					
Other Federal Grants	0	143,380	143,380	0	-100%
Mandated Cost Reimbursement	55,525	22,000	22,000	22,000	0%
S.O.N.G.S. Grant	194,580	133,600	133,600	161,260	21%
Sand Replenishment Grant	0	281,000	281,000	0	-100%
Coastal Conservatory Grant	26,011	0	0	0	0%
Other State Grant	617,188	1,221,300	1,151,100	769,150	-37%
Motor Vehicle Tax	26,387	30,000	30,000	30,000	0%
Homeowners Exempt. Subvention	144,851	155,000	155,000	155,000	0%
Special District Augmentation	1,007	0	0	0	0%
Other County Grants	0	914,400	914,400	0	-100%
Other Governmental Revenues	0	152,300	75,730	0	-100%
<b>Total Intergovernmental</b>	<b>1,065,549</b>	<b>3,052,980</b>	<b>2,906,210</b>	<b>1,137,410</b>	<b>-63%</b>

# General Fund Revenues By Line Item

Revenues Description	FY 2015-16 Actual	FY 2016-17 Adj Budget	FY 2016-17 Projected	FY 2017-18 Budget	% Bud 16-17 To Bud 17-18
<b>Service Charges</b>					
Business License Processing Fee	78,565	39,000	76,000	75,000	92%
Building Plan Check Fees	648,079	575,880	575,000	585,000	2%
Planning Plan Check Fees	96,197	80,000	80,000	80,000	0%
Transportation Permits	1,549	1,200	1,200	1,200	0%
Improvement Plan Check Fees	69,203	35,000	45,000	45,000	29%
Landscape Plan Check Fees	2,516	2,000	1,000	2,000	0%
SFR Plan Check Fee	52,826	30,000	30,000	33,330	11%
Reproduction of Documents	1,971	3,000	1,800	1,800	-40%
Map Sales	261	300	0	300	0%
Bad Check Service Charges	3,150	3,000	4,500	3,000	0%
Other Planning Service Fees	15,317	14,000	14,000	14,000	0%
Planning - CC Applications	4,027	12,000	8,000	8,000	-33%
Planning - PC Applications	97,167	100,000	60,000	75,000	-25%
Planning - ZA Applications	24,561	20,000	15,000	15,000	-25%
Planning - Admin Applications	28,298	25,000	20,000	18,000	-28%
Traffic Model Fees	0	700	500	700	0%
Traffic Review Fees	196	500	300	500	0%
General Plan Update Fee	6,196	7,000	5,000	5,000	-29%
Weed Assessments - Current Year	11,990	10,000	10,000	10,000	0%
Weed Assessments - Prior Year	5,108	1,500	1,000	1,500	0%
Sign Storage Fee	80	250	0	250	0%
San Diego County Contract	2,200	7,000	5,000	5,000	-29%
Ambulance Service Charges	1,234,037	1,250,000	1,300,000	1,310,000	5%
Ambulance Subscription Fees	22,210	25,000	25,000	25,000	0%
Amulance GEMT Reimb	8,063	0	0	0	0%
Special Lifeguard Services	11,870	2,000	9,500	4,500	125%
Junior Lifeguard Services	133,198	169,050	164,710	197,400	17%
Special Beach Events Fees	9,598	7,600	6,000	7,600	0%
Fingerprint Services	40	600	300	300	-50%
Visa Letter Service	250	450	300	300	-33%
Police Duplication Fees	454	600	500	500	-17%
Other Police Dept. Service Charge	550	350	500	500	43%
Parking Meters	920,824	905,000	905,000	905,000	0%
Parking Permits	164,110	155,000	160,000	160,000	3%
Public Works Inspection Fee	0	4,000	1,000	2,500	-38%
Engineering Plan Review	130	1,000	5,000	33,750	3275%
Construction Inspection Fee	173,568	50,000	70,000	60,000	20%
Engr. & Geotech. Reimbursement	3,040	2,000	3,000	2,000	0%
Other Engineering Service Fees	4,313	390	5,000	3,000	669%
OHBC Pool Programs & admin Fees	0	3,300	3,300	14,570	342%
SCAC Pool Programs & Admin Fees	336,256	345,340	315,000	294,340	-15%
OHBC Contract Land Class Fees	0	1,200	1,200	6,500	442%
SCAC Contract Pool Class Fees	218,021	155,000	155,000	163,150	5%
OHBC Contract Pool Class Fees	0	17,360	17,360	54,170	212%
Comm. Ctr. Contract Class Fees	221,744	222,000	222,000	222,000	0%
Offsite Contract Class Fees	400,564	318,000	395,000	395,000	24%

# General Fund Revenues By Line Item

Revenues Description	FY 2015-16 Actual	FY 2016-17 Adj Budget	FY 2016-17 Projected	FY 2017-18 Budget	% Bud 16-17 To Bud 17-18
Recreation Sports Fees	8,840	5,500	12,500	3,500	-36%
VHSP Contract Land Class Fees	66,031	59,110	59,130	57,000	-4%
Recreation Special Events	13,078	9,290	9,290	9,500	2%
Fun on the Run Program Revenue	0	0	0	5,000	100%
After School Programming	189,569	155,000	145,000	155,000	0%
Gift Certificate Classes	(1,886)	(3,000)	(3,000)	(2,000)	-100%
VHSP Field/Tournament Rental	219,979	232,000	220,000	220,000	-5%
Steed Park Field/Tournament Rentals	122,097	131,500	131,500	133,000	1%
Steed Park Adult Softball League Fees	86,260	81,070	75,410	75,710	-7%
<b>Total Service Charges</b>	<b>5,716,265</b>	<b>5,273,040</b>	<b>5,367,800</b>	<b>5,498,370</b>	<b>4%</b>
<b>Fines</b>					
Parking Violations	382,551	400,000	400,000	400,000	0%
Vehicle Code Fines	162,645	120,000	120,000	120,000	0%
Court Fines	5,000	10,000	10,000	10,000	0%
Administration Citation	38,066	15,000	15,000	20,000	33%
Enforcement Administrative Citation	7,984	12,000	12,000	12,000	0%
<b>Total Fines</b>	<b>596,246</b>	<b>557,000</b>	<b>557,000</b>	<b>562,000</b>	<b>1%</b>
<b>Interest and Rents</b>					
Interest Earnings	199,271	150,000	170,000	225,000	50%
Unrealized Gain/Loss on Invest.	95,744	0	0	0	0%
Interest Earnings - Other	8,303	4,000	4,000	5,000	25%
Communication Site Rental	551,483	529,030	529,000	528,190	0%
Beach Club Rent	2,207	3,000	3,000	3,000	0%
Community Center Rent	73,940	78,370	78,170	78,690	0%
Library Annex Rentals	0	0	0	1,000	100%
Pool Rental	168,618	131,600	129,070	161,850	23%
Senior Center Rentals	4,801	7,500	7,500	7,500	0%
Sports Field Rentals	173,773	110,000	160,000	160,000	45%
VHSP Program/Sport League Fees	201,056	193,760	193,760	203,760	5%
Rental of City Property	8,676	6,600	10,000	21,080	219%
Park Rentals	21,421	17,500	17,500	17,500	0%
Steed Park Concession	18,302	18,500	18,500	18,500	0%
OHBC - Concession	0	150,000	175,000	225,000	50%
Lawn Bowling	0	750	750	750	0%
Negocio Leases	0	0	0	404,300	100%
Pier Restaurant	656,151	640,000	674,000	675,000	5%
Negocio (1030) Lease	69,096	60,000	60,000	60,000	0%
"T" Street Concession	8,530	8,000	8,000	0	-100%
North Beach Concession	0	1,000	250	2,000	100%
Telescope	908	750	750	750	0%
Bait & Tackle Shop	5,629	3,000	250	3,000	0%
Fabricante Rental	15,990	30,000	34,030	35,000	17%
1100 N. El Camino Real Bldg Lease	25,200	35,140	35,420	36,900	5%
<b>Total Interest and Rents</b>	<b>2,309,099</b>	<b>2,178,500</b>	<b>2,308,950</b>	<b>2,873,770</b>	<b>32%</b>

# General Fund Revenues By Line Item

Revenues Description	FY 2015-16 Actual	FY 2016-17 Adj Budget	FY 2016-17 Projected	FY 2017-18 Budget	% Bud 16-17 To Bud 17-18
<b><i>Other Revenue &amp; Financing Sources</i></b>					
Donations from Private Sources	0	0	10,000	0	0%
Cash Over or Short	356	0	0	0	0%
Miscellaneous Income	32,912	500	21,000	500	0%
Sidewalk Repair Reimbursement	562	30,000	30,000	30,000	0%
Miscellaneous Reimbursement	99,241	38,750	80,000	20,000	-48%
Comm Park Maint Reimb	25,627	20,500	20,500	20,500	0%
Transfer from Misc. Grants Fd.	15,610	20,000	17,760	17,760	-11%
Transfer from 2107 Gas Tax	481,701	408,930	408,930	490,930	20%
Transfer from Water Fund	25,000	75,000	75,000	25,000	-67%
Transfer from Sewer Fund	25,000	25,000	25,000	25,000	0%
Transfer from Clean Ocean Fund	173,110	173,110	173,110	173,110	0%
Transfer from Other Funds	582,524	1,466,210	1,466,210	537,680	-63%
General Fund O/H Charges	2,564,326	2,737,320	2,715,260	3,085,810	13%
<b><i>Total Other Rev. &amp; Financing Sources</i></b>	<b><i>4,025,969</i></b>	<b><i>4,995,320</i></b>	<b><i>5,042,770</i></b>	<b><i>4,426,290</i></b>	<b><i>-11%</i></b>
<b>Total:</b>	<b>\$59,828,660</b>	<b>\$63,010,980</b>	<b>\$63,318,080</b>	<b>\$63,323,610</b>	<b>0%</b>

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# Revenue Assumptions

## for Major Revenue Sources

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### General Fund Revenue Assumptions

FY 2017-18 revenues are based on a combination of factors including analysis of historical revenue receipts, anticipated changes in the local economic environment, projected City growth through development and anticipated changes in revenue receipts.

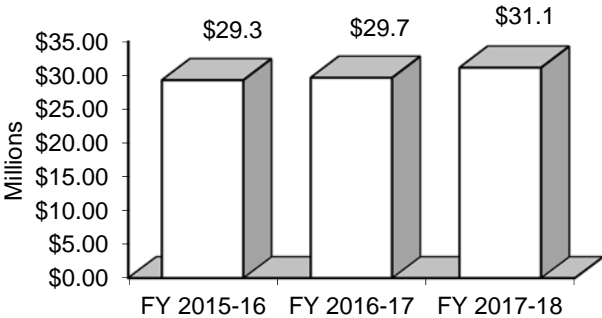
A total of \$63.3 million is budgeted in the General Fund for the 2017-18 fiscal year. For FY 2016-17, revenues are projected to amount to \$63 million. The assumptions used by the City to budget FY 2017-18 revenues are explained within this section.

(Note: Charts in this section utilize FY 2015-16 actual revenues, projected revenues for FY 2016-17, and FY 2017-18 budget.)

### Property Tax

For FY 2017-18, property taxes are anticipated to increase by 5.0% or \$1.5 million. In FY 2017-18, Secured property taxes and ERAF property taxes increase by 5%. Beyond FY 2017-18 property taxes are anticipated to increase. This increase will be supported by a recovery of home values within the City and the addition of the Marblehead retail center and residential area.

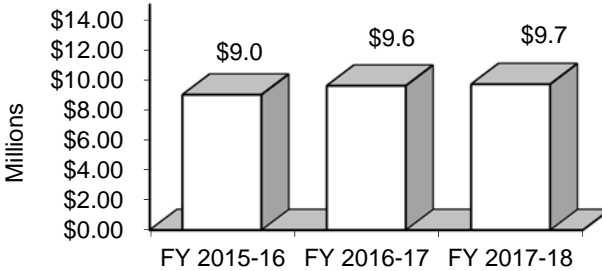
Property taxes in the table total \$31,142,000 and include property taxes, transfer taxes, assessments and delinquent taxes.



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### Sales Tax

Sales taxes, which include general sales taxes and Public Safety Augmentation sales taxes, increase by 1.0% or \$54,000 to \$9.7 million. The top three sales tax categories in the City are fuel, grocery and restaurant industries. The addition of the Marblehead retail center will increase sales taxes significantly. Also, the increase is being supported by current trends and the economic recovery. The allocation of sales tax that is dedicated to public safety based on countywide sales tax receipts is \$430,000.



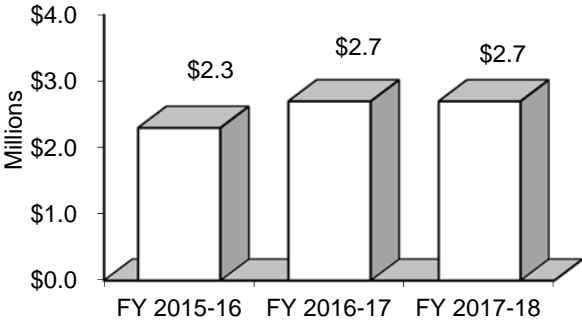


# Revenue Assumptions for Major Revenue Sources

**Transient Occupancy Tax (TOT)**

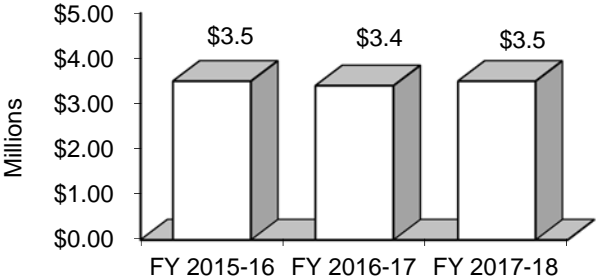
TOT is a 10% "bed" tax that is added to hotel room bills and vacation rentals within City limits. TOT revenue is budgeted at \$2.7 million for FY 2017-18, which is based on historical amounts.

Since the City of San Clemente is a coastal town adjacent to Camp Pendleton, transient occupancy tax revenue is dependent upon the amount of short-term military reserves staying in San Clemente, weather conditions, and tourism conditions. Lodging in excess of 30 continuous days is exempt under the City's transient occupancy tax.



**Other Taxes**

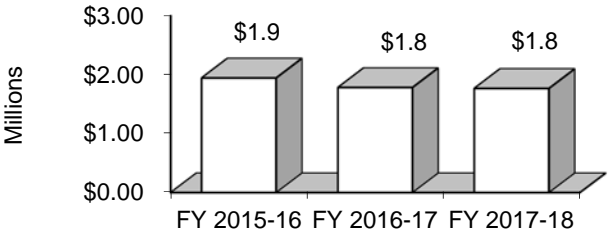
This revenue category includes franchise taxes from the City's utility providers, parimutual taxes, and business license taxes. Franchise taxes are based upon 2% of gross sales from the City's providers of electric, gas, cable and trash, are projected to amount to \$2.5 million. Parimutual taxes are based on off-site betting within the community. In FY 2017-18, business license taxes are anticipated to increase to \$1,001,000.



**Permits & Fees**

Revenue in the permit & fees category is projected to increase by 3.0% or approximately \$46,640 for FY 2017-18 as a result of current construction levels.

Permits revenue includes building related permits. Building permits are anticipated to increase by 6% or \$50,000 in FY 2017-18. STLU permit fees are anticipated to increase by 100% or \$7,880.

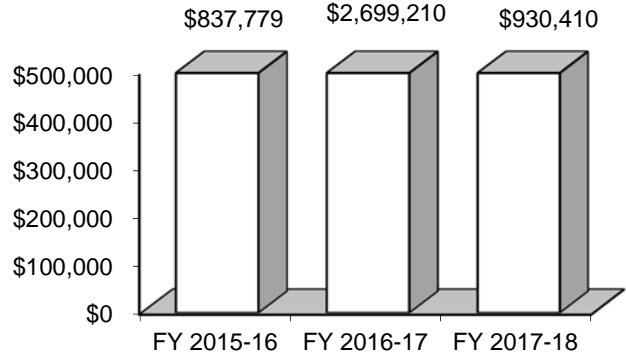


# Revenue Assumptions for Major Revenue Sources

## Intergovernmental – Grants

This category consists of Federal, State and County grants. The City receives grant funding for various purposes, including recurring and one-time grants. One-time FY 2017-18 grants include a state grant for safe routes to schools.

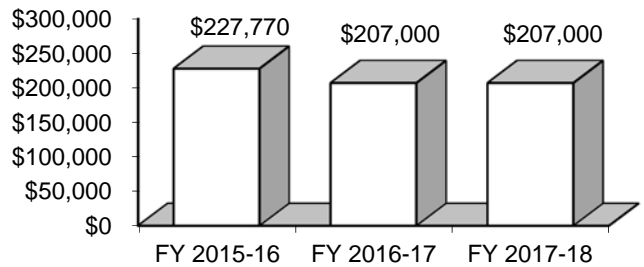
Recurring reimbursement grants include: 1) The San Onofre Nuclear Generating Station (SONGS) grant reimbursement for training and emergency responses in case of a nuclear event. All costs are reimbursed and the City anticipates \$133,600 from State Office of Emergency Services (OES). This revenue will continue to decrease as the closure of SONGS is done. 2) The State mandated cost reimbursement program is partially funded in the State budget.



## Intergovernmental - State Subventions

State Subvention revenue includes motor vehicle tax and homeowners exemption subventions. FY 2017-18 includes \$207,000 for state subventions with motor vehicle fees of \$30,000 and homeowner subvention fees of \$177,000.

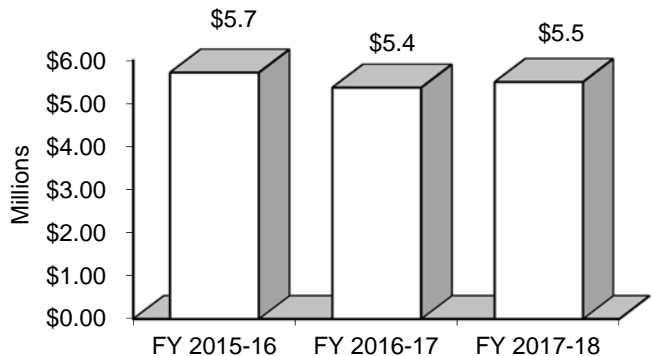
The State of California increased the motor vehicle fee in the prior year, however only the State benefits from the increased amount.



## Service Charges

Service Charges consist of development, public safety and recreation charges for services provided to the community.

The largest increase is in Marine Safety fees as a result of an additional junior guard session. Ambulance rates remain stable and are based on the County Department of Health rates. Development service charges, including planning, plan check and inspection fees, will fluctuate as the Marblehead development occurs.



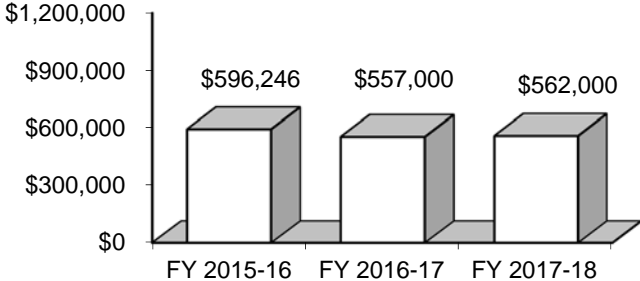
# Revenue Assumptions

## for Major Revenue Sources

**Fines**

The fines revenue category consists of various vehicle, alarm and court fines. The single largest amount is parking violation fines, which represents \$400,000 or 71% of the revenue in this category. Revenue from fines are distributed between the City, County and State.

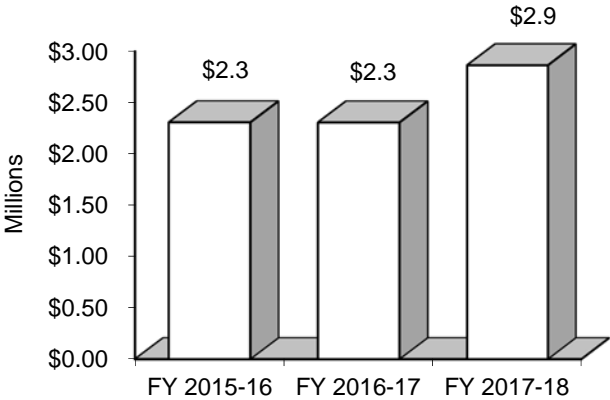
The total fines budget is \$562,000 for FY 2017-18. Overall, this category is anticipated to increase by 1% or \$5,000, with police staffing contributing to the decrease.



**Interest and Rents**

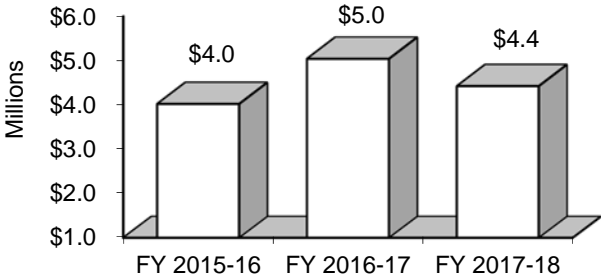
Interest and Rents consist of investment income, ongoing rental income from City-owned properties, communication antenna sites located throughout the City and community recreation facilities. Investment income, which is based upon rate of return of less than 1% and a General Fund average cash balance of \$25 million, will result in \$230,000 for FY 2017-18. Communication site lease rent decrease from projected FY 2016-17 slightly as certain site leases. Facility rentals are budgeted to increase from the prior year based on the opening of the OHBC facility.

In total, \$2,873,770 million is anticipated for FY 2017-18 interest and rents.



**Other Revenues and Financing Sources**

These categories include General Fund overhead charges, interfund transfers and miscellaneous revenue. In total, \$4.4 million is budgeted for FY 2017-18. Overhead charges increased by \$348,490 and are calculated annually based upon the direct and indirect costs associated with services provided to funds outside of the General Fund. Transfers between funds will decrease by \$0.9 million due mainly to the completion of OHBC rehabilitation in FY 2016-17.



# General Fund Expenditure Overview

<b>FY 2016-17 Adjusted Budget</b>	<b>\$73,177,810</b>
<i>Salary and Benefit Changes</i>	
Salaries, including part time and overtime	527,070
Benefits (including medical and retirement costs)	62,420
<i>Operational Increases</i>	
Police contract services	362,000
Fire contract and ambulance program	439,000
Maintenance	521,340
Utilities (natural gas, electricity, water)	256,300
Animal control	76,380
<i>Operational Decreases</i>	
Other contractual services	-2,580,450
Professional services/studies	-310,140
Other legal services	-128,860
Office furniture and equipment	-78,130
Election expenses	-64,400
Books, codes, and supplements	-13,260
<i>Capital Outlay/Studies</i>	
Concordia Elementary Safe Routes to School	-997,000
Major Street Maintenance	-541,410
Ole Hanson Beach Club Rehabilitation	-409,750
Bonita Canyon Park Restroom Rehabilitation	-400,000
Boca Del Canon & T Street Restroom rehabilitation	-848,640
Sidewalk Repair and Improvements	-174,410
Machinery and equipment	-68,540
<i>Transfers and Debt Service Changes</i>	
Accrued Leave Reserve transfer	-974,000
Facilities Maintenance Reserve transfer	800,000
General Liability Fund transfer	-450,000
Transfer to other funds	-122,660
Unfunded PERS liability ( <i>past unfunded public safety cost</i> )	444,690
<i>Interdepartmental Charges</i>	
Insurance charges	470,610
Central service charges (postage, communications, EDMS, and duplicating)	146,060
Fleet charges	-144,830
Information technology charges	76,890
<b>Aggregate Change in Other Categories</b>	<b>-902,100</b>
<b>FY 2017-18 Budget (-7% decrease)</b>	<b>\$68,151,990</b>

# General Fund Expenditure Summary

Expenditures	FY 2015-16	FY 2016-17	FY 2016-17	FY 2017-18	% Bud 16-17
Description	Actual	Adj Budget	Projected	Budget	To Bud 17-18
Full-Time Salaries	\$8,997,162	\$9,808,650	\$9,251,790	\$10,529,950	7%
Part-Time Salaries	1,981,121	2,095,080	1,797,900	1,896,790	-9%
Overtime	100,700	99,710	123,840	103,770	4%
Benefits	5,678,383	5,530,150	4,917,100	5,592,570	1%
<b>Total Personnel</b>	<b>16,757,366</b>	<b>17,533,590</b>	<b>16,090,630</b>	<b>18,123,080</b>	<b>3%</b>
Office Supplies	135,312	164,290	146,200	157,080	-4%
Other Operating Supplies	579,125	791,680	762,620	685,900	-13%
Maintenance Supplies	274,951	404,570	384,370	469,070	16%
<b>Total Supplies</b>	<b>989,388</b>	<b>1,360,540</b>	<b>1,293,190</b>	<b>1,312,050</b>	<b>-4%</b>
Administrative	277,714	251,750	247,590	314,840	25%
Travel and Training	76,454	121,250	101,780	131,250	8%
Utilities	1,716,456	1,826,320	1,948,540	2,067,760	13%
Maintenance	3,089,672	3,560,030	3,660,710	4,081,370	15%
Internal Services	(1,089,668)	(950,000)	(1,000,000)	(1,000,000)	5%
Fire Contract Services	7,729,566	7,894,700	7,882,000	8,307,200	5%
Ambulance Program	924,570	1,090,500	1,090,500	1,117,000	2%
Police Contract Services	11,552,957	13,858,000	13,858,000	14,220,000	3%
Public Safety	234,835	277,210	277,210	281,800	2%
Legal Services	1,319,515	1,056,000	991,730	966,140	-9%
Rental	58,277	71,470	59,700	69,660	-3%
Animal Control	743,217	780,380	790,380	856,760	10%
Other Contractual Services	1,807,619	4,455,910	4,071,630	1,875,460	-58%
<b>Total Contractual Services</b>	<b>28,441,184</b>	<b>34,293,520</b>	<b>33,979,770</b>	<b>33,289,240</b>	<b>-3%</b>
Miscellaneous Charges	106,345	181,040	174,650	127,290	-30%
Promotional Charges	133,837	128,410	136,190	126,820	-1%
Recreation Charges	685,041	615,580	694,270	737,100	20%
Social Service Charges	101,610	114,210	110,810	98,620	-14%
Contingency Reserve	1,200	79,800	79,800	100,000	25%
<b>Total Other Charges</b>	<b>1,028,033</b>	<b>1,119,040</b>	<b>1,195,720</b>	<b>1,189,830</b>	<b>6%</b>
Improvements Other Than Bldg.	4,095,703	5,701,970	5,319,210	2,282,000	-60%
Machinery and Equipment	52,867	71,140	71,140	2,600	-96%
Major Maintenance	1,121,791	1,274,540	1,212,140	1,000,000	-22%
Sidewalk Repair & Improvements	97,246	324,410	324,410	150,000	-54%
Major Street Maintenance	8,725	1,091,410	1,091,410	550,000	-50%
Slurry Seal	22,047	489,600	490,160	250,000	-49%
Capital Study	23,589	476,940	476,940	300,000	-37%
One- time Studies/Costs	139,267	40,340	16,500	0	-100%
<b>Total Capital Outlay</b>	<b>5,561,235</b>	<b>9,470,350</b>	<b>9,001,910</b>	<b>4,534,600</b>	<b>-52%</b>
Interdepartmental Charges	4,255,820	4,438,280	4,438,280	5,042,670	14%
Charges to Other Funds	(140,945)	(229,360)	(229,360)	(229,360)	0%
<b>Total Interdepartmental Charges</b>	<b>4,114,875</b>	<b>4,208,920</b>	<b>4,208,920</b>	<b>4,813,310</b>	<b>14%</b>
Total Interfund Transfers	3,510,306	4,597,540	4,597,540	3,850,880	-16%
Total Debt Service	474,944	594,310	593,000	1,039,000	75%
<b>Total:</b>	<b>\$60,877,331</b>	<b>\$73,177,810</b>	<b>\$70,960,680</b>	<b>\$68,151,990</b>	<b>-7%</b>

# General Fund Expenditures By Line Item

Expenditures Description	FY 2015-16 Actual	FY 2016-17 Adj Budget	FY 2016-17 Projected	FY 2017-18 Budget	% Bud 16-17 To Bud 17-18
<b>Personnel</b>					
Salaries, Regular Full Time	\$8,997,162	\$9,808,650	\$9,251,790	\$10,529,950	7%
Salaries, Regular Part Time	574,495	688,350	484,910	579,410	-16%
Salaries, Hourly Part Time	1,406,626	1,406,730	1,312,990	1,317,380	-6%
Regular Overtime	2,549	5,290	4,170	4,490	-15%
Premium Overtime, Regular	94,537	88,880	114,480	94,200	6%
Premium Overtime, Part-Time	3,614	5,540	5,190	5,080	-8%
Holiday Pay	682	6,850	7,770	8,320	21%
Accrued Leave Payoff	129,986	144,130	127,210	155,440	8%
Assignment Pay	30,835	41,700	35,140	37,300	-11%
Auto Allowance	18,037	18,010	16,960	18,000	0%
Phone Allowance	15,591	15,950	12,170	13,340	-16%
Employee Benefits	0	640	0	0	-100%
Educational Reimbursement	2,522	28,910	22,170	35,400	22%
Bilingual Pay	0	0	480	480	100%
FICA	562,760	623,130	563,100	637,280	2%
Medicare	162,045	177,980	152,610	179,570	1%
State Disability Insurance	75,048	84,890	76,570	89,200	5%
A. D. & D. Insurance	1,877	2,120	1,910	2,170	2%
Long Term Disability Insurance	32,912	34,960	31,270	33,400	-4%
State Unemployment Insurance	18,984	43,220	37,750	43,600	1%
Workers' Compensation Insurance	217,711	257,890	224,450	303,990	18%
Life Insurance	27,797	32,860	28,540	33,490	2%
Medical Insurance	1,631,419	1,778,030	1,586,960	1,882,210	6%
P.E.R.S. Retirement Premium	637,971	133,160	157,630	161,690	21%
San Clemente Retirement Premium	1,394,074	1,328,690	1,019,950	1,125,880	-15%
Retirement Premium (Legacy)	626,853	678,910	733,730	735,790	8%
Deferred Compensation	38,406	38,280	41,450	39,400	3%
Deferred Compensation, Part Time	52,873	59,840	39,280	56,620	-5%
<b>Total Personnel</b>	<b>16,757,366</b>	<b>17,533,590</b>	<b>16,090,630</b>	<b>18,123,080</b>	<b>3%</b>
<b>Supplies</b>					
Office Supplies	57,899	77,180	66,920	71,550	-7%
Postage	75,913	85,110	77,060	83,530	-2%
Data Processing Supplies	1,500	2,000	2,220	2,000	0%
Maps and Blueprints	0	50	50	50	0%
Horticultural Supplies	17,392	35,750	35,750	25,750	-28%
Leadership Supplies	2,411	3,000	2,430	3,000	0%
Medical Supplies	7,329	10,660	11,060	10,960	3%
Chemical Supplies	61,596	89,000	76,000	78,000	-12%
Janitorial Supplies	35,802	50,650	43,400	47,900	-5%
Photographic Supplies	264	1,100	1,100	2,100	91%
Protective Supplies	1,404	1,280	1,280	1,280	0%
Books, Codes and Supplement	3,983	20,450	19,380	7,190	-65%
Office Furniture and Equipment	57,485	108,630	105,940	30,500	-72%
Small Tools and Equipment	43,380	76,070	63,180	80,810	6%
Clothing and Uniforms	18,299	21,580	21,100	24,480	13%
Service Awards	15,598	24,930	21,930	28,230	13%
Operating Supplies	394,768	476,530	467,880	475,640	0%

# General Fund Expenditures By Line Item

Expenditures Description	FY 2015-16 Actual	FY 2016-17 Adj Budget	FY 2016-17 Projected	FY 2017-18 Budget	% Bud 16-17 To Bud 17-18
Street Signs	37,369	36,640	36,640	40,040	9%
Street Materials	23,054	85,000	85,000	85,000	0%
Maintenance Supplies	133,942	154,930	154,870	214,040	38%
<b>Total Supplies</b>	<b>989,388</b>	<b>1,360,540</b>	<b>1,293,190</b>	<b>1,312,050</b>	<b>-4%</b>
<b>Contractual Services</b>					
Advertising	15,631	15,350	16,850	17,950	17%
Legal Notices	30,779	21,700	26,150	25,500	18%
Printing and Binding	17,109	22,400	18,290	22,190	-1%
Travel and Training	67,431	102,860	89,830	118,690	15%
Required Licensing Certification	3,805	8,930	4,920	5,090	-43%
Mileage	5,218	9,460	7,030	7,470	-21%
Code Updating Service	15,847	14,000	14,000	14,500	4%
Property Insurance	198,348	178,300	172,300	234,700	32%
OCFA Contractual Facilities Maint	26,526	43,400	43,400	30,000	-31%
Data Lines	3,590	6,080	4,500	4,620	-24%
Telephone	5,129	3,850	5,760	5,760	50%
Natural Gas	59,833	75,090	82,560	92,540	23%
Electricity	1,060,312	1,080,450	1,191,120	1,225,630	13%
Caltrans Electricity	5,137	4,790	4,790	6,640	39%
404 Bahia Electricity	458	0	420	420	100%
Water	554,817	611,160	614,490	700,650	15%
Landfill Fees	654	1,500	1,500	1,500	0%
Maintenance of Buildings	158,478	220,750	313,430	328,180	49%
Maintenance of Restrooms	145,283	224,230	224,230	229,850	3%
Maintenance of Improvements	27,655	24,000	24,000	24,000	0%
Maintenance of Beaches	114,176	114,700	114,700	114,700	0%
Maintenance of Landscaping	1,492,632	1,573,310	1,579,710	1,652,030	5%
Maintenance of Trees	315,047	339,380	314,000	361,000	6%
Beach Cleaning	27,851	35,000	35,000	35,000	0%
Maintenance of Office Equipment	2,857	3,550	3,580	3,970	12%
Maintenance of Auto Equipment	0	220	220	760	245%
Maintenance of Operating Equipment	38,919	56,000	55,750	54,960	-2%
Maintenance of Computer Hardware	0	8,000	8,000	8,000	0%
Maintenance of Computer Software	27,097	93,740	91,440	299,690	220%
Maintenance of Radio Equipment	13,243	20,000	20,000	45,000	125%
Maintenance of Other Facilities	445,175	516,240	499,440	529,640	3%
Graffiti Removal	51,544	52,700	52,700	65,200	24%
Graffiti Administration	24,000	24,000	24,000	32,000	33%
Contracted Custodial Service	79,784	126,460	172,760	169,640	34%
Center Striping/Markings	125,931	127,750	127,750	127,750	0%
Engineering Services	(1,089,668)	(950,000)	(1,000,000)	(1,000,000)	5%
SFR Plan Check	39,600	22,400	20,000	22,400	0%
Clerical Services	46,632	146,430	105,650	18,700	-87%
Accounting and Auditing	33,497	46,400	43,500	46,300	0%
Bank Merchant Fees	206,011	188,270	192,600	214,600	14%
Brokers Commissions	8,856	0	0	0	0%
Fire Contract Services	7,549,855	7,724,200	7,715,000	8,135,200	5%
OCFA Vehicle Replacement	179,711	170,500	167,000	172,000	1%

# General Fund Expenditures By Line Item

Expenditures Description	FY 2015-16 Actual	FY 2016-17 Adj Budget	FY 2016-17 Projected	FY 2017-18 Budget	% Bud 16-17 To Bud 17-18
Ambulance Program	922,695	1,090,500	1,090,500	1,117,000	2%
Back-up Ambulance Program	1,875	0	0	0	0%
Crossing Guards	106,420	128,410	128,410	133,000	4%
Police Contract Services	11,552,957	13,858,000	13,858,000	14,220,000	3%
Parking Citation Processing	128,415	148,800	148,800	148,800	0%
Legal Services - Retainer	283,912	126,000	126,000	130,000	3%
Legal - Contingency	0	500,000	500,000	535,000	7%
Other Legal Services	1,035,603	430,000	365,730	301,140	-30%
Medical Examinations	17,565	20,750	20,750	20,900	1%
Investigative Services	6,290	5,000	5,000	5,000	0%
Professional Services	418,004	761,860	653,410	519,220	-32%
Professional Studies	0	67,500	44,400	0	-100%
Rental of Land	50,089	62,400	50,200	58,200	-7%
Rental of Equipment	3,198	3,700	3,700	7,200	95%
Rental of Uniforms	4,990	5,370	5,800	4,260	-21%
Animal Control and Shelter	717,400	742,030	752,030	815,410	10%
Landscape Rodent Control	25,817	38,350	38,350	41,350	8%
Contractual Services	1,023,574	3,174,300	2,968,320	1,010,340	-68%
Sidewalk Pressure Wash	7,590	23,000	18,000	18,000	-22%
<b>Total Contractual Services</b>	<b>28,441,184</b>	<b>34,293,520</b>	<b>33,979,770</b>	<b>33,289,240</b>	<b>-3%</b>
<b>Other Charges</b>					
Court Costs	0	120	0	120	0%
Dues and Subscriptions	80,718	90,500	88,910	99,200	10%
Other Taxes	6,577	10,000	14,540	10,000	0%
Licenses and Permits	2,093	2,150	2,150	2,150	0%
Boards & Commissions Expense	4,470	6,000	5,500	7,450	24%
Special Meetings and Events	30,048	31,710	38,920	32,420	2%
Fourth of July Celebration	40,987	41,000	42,000	43,900	7%
City General Special Events	14,079	15,000	16,570	15,000	0%
Election Expenses	253	64,400	55,550	0	-100%
Recreation Special Event Expenses	47,482	57,650	57,540	86,650	50%
Recreation Contract Class Instructors	637,559	557,930	636,730	650,450	17%
Community Relations Expense	2,273	3,500	3,500	2,500	-29%
Volunteer Program Expenses	11,723	6,780	5,880	5,310	-22%
RSVP	10,711	17,430	17,430	14,800	-15%
Crime Prevention	802	1,000	500	500	-50%
Character Counts	0	1,000	0	500	-50%
Parent Project	0	1,000	0	500	-50%
Trauma Intervention Program	8,085	8,090	8,090	8,100	0%
Concordia School	0	3,000	3,000	0	-100%
Downtown Business Assoc Subsidy	38,000	34,200	34,200	30,000	-12%
Tourist & Conv. Bureau Subsidy	8,450	3,000	1,000	3,000	0%
Assistance League	1,000	1,000	1,000	0	-100%
Family Assistance Ministries	22,000	22,000	22,000	0	-100%
San Clemente H.S. Grad Night	1,000	1,000	1,000	0	-100%
Marine Unit Support	10,090	24,910	24,910	15,000	-40%
South O.C. Comm. Serv. Bus Ride	5,758	0	0	0	0%
Camino Health Center	3,281	0	0	0	0%



# General Fund Expenditures By Line Item

Expenditures Description	FY 2015-16 Actual	FY 2016-17 Adj Budget	FY 2016-17 Projected	FY 2017-18 Budget	% Bud 16-17 To Bud 17-18
Social Services Grants	0	0	0	53,910	100%
Safe Rides - Rio	4,000	4,000	4,000	0	-100%
SC Village	4,000	1,000	1,000	0	-100%
Wellness and Prevention Center	3,000	3,000	3,000	0	-100%
Shorecliffs Middle School Program	9,015	8,000	8,000	0	-100%
Sounth County Com. Outreach Alliance	0	2,000	2,000	0	-100%
Illumination Foundation	0	1,000	1,000	0	-100%
Bernice Ayers After School Program	7,145	8,000	8,000	0	-100%
Bad Debt Expense	839	0	0	0	0%
Refund of Prior Year Revenues	898	500	500	500	0%
Other Operating Expense	10,497	7,370	7,500	7,870	7%
Contingency Reserve	1,200	79,800	79,800	100,000	25%
<b>Total Other Charges</b>	<b>1,028,033</b>	<b>1,119,040</b>	<b>1,195,720</b>	<b>1,189,830</b>	<b>6%</b>
<b>Capital Outlay</b>					
Improvements Other Than Bldg.	4,095,703	5,701,970	5,319,210	2,282,000	-60%
Office Furniture and Equipment	0	0	0	0	0%
Computer Equipment	0	0	0	2,600	100%
General Machinery and Equipment	52,867	71,140	71,140	0	-100%
Major Maintenance/Repairs	1,121,791	1,274,540	1,212,140	1,000,000	-22%
Sidewalk Repairs	97,246	324,410	324,410	150,000	-54%
Major Street Maintenance	8,725	1,091,410	1,091,410	550,000	-50%
Slurry Seal	22,047	489,600	490,160	250,000	-49%
Capital Study	23,589	476,940	476,940	300,000	-37%
One-time Studies/Costs	139,267	40,340	16,500	0	-100%
<b>Total Capital Outlay</b>	<b>5,561,235</b>	<b>9,470,350</b>	<b>9,001,910</b>	<b>4,534,600</b>	<b>-52%</b>
<b>Interdepartmental Charges</b>					
Insurance Charges	1,489,950	1,571,150	1,571,150	2,041,760	30%
Postage Charges	90,600	82,170	82,170	91,380	11%
Duplicating Charges	77,030	64,260	64,260	64,230	0%
EDMS Charges	32,680	26,470	26,470	37,990	44%
Information Technology Charges	1,196,120	1,390,600	1,390,600	1,467,490	6%
Communications Charges	122,320	115,740	115,740	241,100	108%
Fleet Rental Charges	891,030	777,850	777,850	633,020	-19%
Capital Equipment Replacement	178,130	175,980	175,980	179,730	2%
Park Asset Replacement Charge	60,000	70,000	70,000	102,000	46%
Facilities Maintenance Replacement	117,960	164,060	164,060	183,970	12%
Charges to Water Fund	(47,787)	(81,180)	(81,180)	(81,180)	0%
Charges to Sewer Fund	(47,100)	(81,180)	(81,180)	(81,180)	0%
Charges to Storm Drain	(46,058)	(60,000)	(60,000)	(60,000)	0%
Charges to Clean Ocean	0	(7,000)	(7,000)	(7,000)	0%
<b>Total Interdepartmental Charges</b>	<b>4,114,875</b>	<b>4,208,920</b>	<b>4,208,920</b>	<b>4,813,310</b>	<b>14%</b>
<b>Interfund Transfers</b>					
Transfer to 2106 Gas Tax Fund	14,000	14,590	14,590	14,590	0%
Transfer To Negocio Debt Svc.	1,345,000	0	0	0	0%
Transfer to St. Improvement Fund	756,290	756,290	756,290	756,290	0%
Transfer to Capital Equipment	110,000	0	0	0	0%

## General Fund Expenditures By Line Item

Expenditures Description	FY 2015-16 Actual	FY 2016-17 Adj Budget	FY 2016-17 Projected	FY 2017-18 Budget	% Bud 16-17 To Bud 17-18
Transfer to Accrued Leave	160,000	974,000	974,000	0	-100%
Transfer to Facilities Maintenance	50,000	2,080,000	2,080,000	2,880,000	38%
Transfer to General Liability	900,000	450,000	450,000	0	-100%
Transfer to Other Funds	175,016	322,660	322,660	200,000	-38%
<b>Total Interfund Transfers</b>	<b>3,510,306</b>	<b>4,597,540</b>	<b>4,597,540</b>	<b>3,850,880</b>	<b>-16%</b>
<b>Debt Service</b>					
Unfunded PERS Liability	474,944	594,310	593,000	1,039,000	75%
<b>Total Debt Service</b>	<b>474,944</b>	<b>594,310</b>	<b>593,000</b>	<b>1,039,000</b>	<b>75%</b>
<b>Total:</b>	<b>\$60,877,331</b>	<b>\$73,177,810</b>	<b>\$70,960,680</b>	<b>\$68,151,990</b>	<b>-7%</b>

# General Fund Summary by Department

Description	FY 2015-16 Actual	FY 2016-17 Adj Budget	FY 2016-17 Projected	FY 2017-18 Budget	% Bud 16-17 To Bud 17-18
<b>City Council/City Manager /Economic Dev</b>					
City Council	46,962	54,780	52,870	66,110	21%
Cable Programming	15,961	25,920	24,160	20,660	-20%
City Manager	643,186	653,140	640,610	687,190	5%
Economic Development	104,614	116,200	100,000	108,300	-7%
<b>Total City Council/City Manager/Economic Dev</b>	<b>\$810,723</b>	<b>\$850,040</b>	<b>\$817,640</b>	<b>\$882,260</b>	<b>4%</b>
<b>City General</b>					
Social Services	83,300	92,680	92,710	80,810	-13%
City General	7,952,160	9,539,990	9,222,090	10,145,110	6%
<b>Total City General</b>	<b>\$8,035,460</b>	<b>\$9,632,670</b>	<b>\$9,314,800</b>	<b>\$10,225,920</b>	<b>6%</b>
<b>City Clerk</b>					
Council Related Services	683,835	719,430	666,090	691,650	-4%
Elections	3,125	112,510	102,010	15,720	-86%
<b>Total City Clerk</b>	<b>\$686,960</b>	<b>\$831,940</b>	<b>\$768,100</b>	<b>\$707,370</b>	<b>-15%</b>
<b>Finance &amp; Administrative Services (F&amp;AS)</b>					
Finance Administration	241,905	250,050	244,540	258,270	3%
Financial Services	832,058	888,770	875,460	900,740	1%
Utility Billing & Cashiering	791,002	859,750	856,380	910,610	6%
Business Licensing	129,302	301,090	277,940	241,740	-20%
Purchasing	28,583	30,980	30,290	28,420	-8%
Human Resources Administration	550,602	726,760	663,190	579,520	-20%
Labor Relations	9,608	5,600	5,840	2,800	-50%
Employee Training	5,279	6,880	6,940	6,930	1%
Finance & Admin. Services Administration	430,126	563,720	552,450	479,920	-15%
Cash Management/Treasury	70,055	83,630	83,620	84,280	1%
<b>Total Finance &amp; Administrative Services</b>	<b>\$3,088,520</b>	<b>\$3,717,230</b>	<b>\$3,596,650</b>	<b>\$3,493,230</b>	<b>-6%</b>
<b>Police Services</b>					
Police Contract Services	12,157,276	14,498,130	14,497,630	14,871,030	3%
Local Police Services	21,844	26,050	22,800	21,800	-16%
<b>Total Police Services</b>	<b>\$12,179,120</b>	<b>\$14,524,180</b>	<b>\$14,520,430</b>	<b>\$14,892,830</b>	<b>3%</b>
<b>Fire Services</b>					
Fire Contract Services	8,687,558	9,031,050	9,017,350	9,457,920	5%
<b>Total Fire Services</b>	<b>\$8,687,558</b>	<b>\$9,031,050</b>	<b>\$9,017,350</b>	<b>\$9,457,920</b>	<b>5%</b>
<b>Community Development</b>					
Building Administration	1,230,055	1,413,250	1,291,450	1,329,080	-6%
Building Inspection	643,299	868,520	723,350	784,880	-10%
Long Range Planning	322,455	799,710	691,500	427,420	-47%
Current Planning	880,928	641,760	683,640	704,690	10%
Commission, Boards & Committee Support	41,370	44,170	37,020	47,520	8%
Planning Administration	466,036	367,190	286,110	398,210	8%
Community Development Administration	498,300	677,020	580,850	799,320	18%
Economic Development/Comm. Dev.	4,835	103,170	79,350	0	-100%
Code Compliance	751,231	929,840	644,910	774,890	-17%
Weed Abatement	135,889	140,400	140,400	156,000	11%
<b>Total Community Development</b>	<b>\$4,974,398</b>	<b>\$5,985,030</b>	<b>\$5,158,580</b>	<b>\$5,422,010</b>	<b>-9%</b>

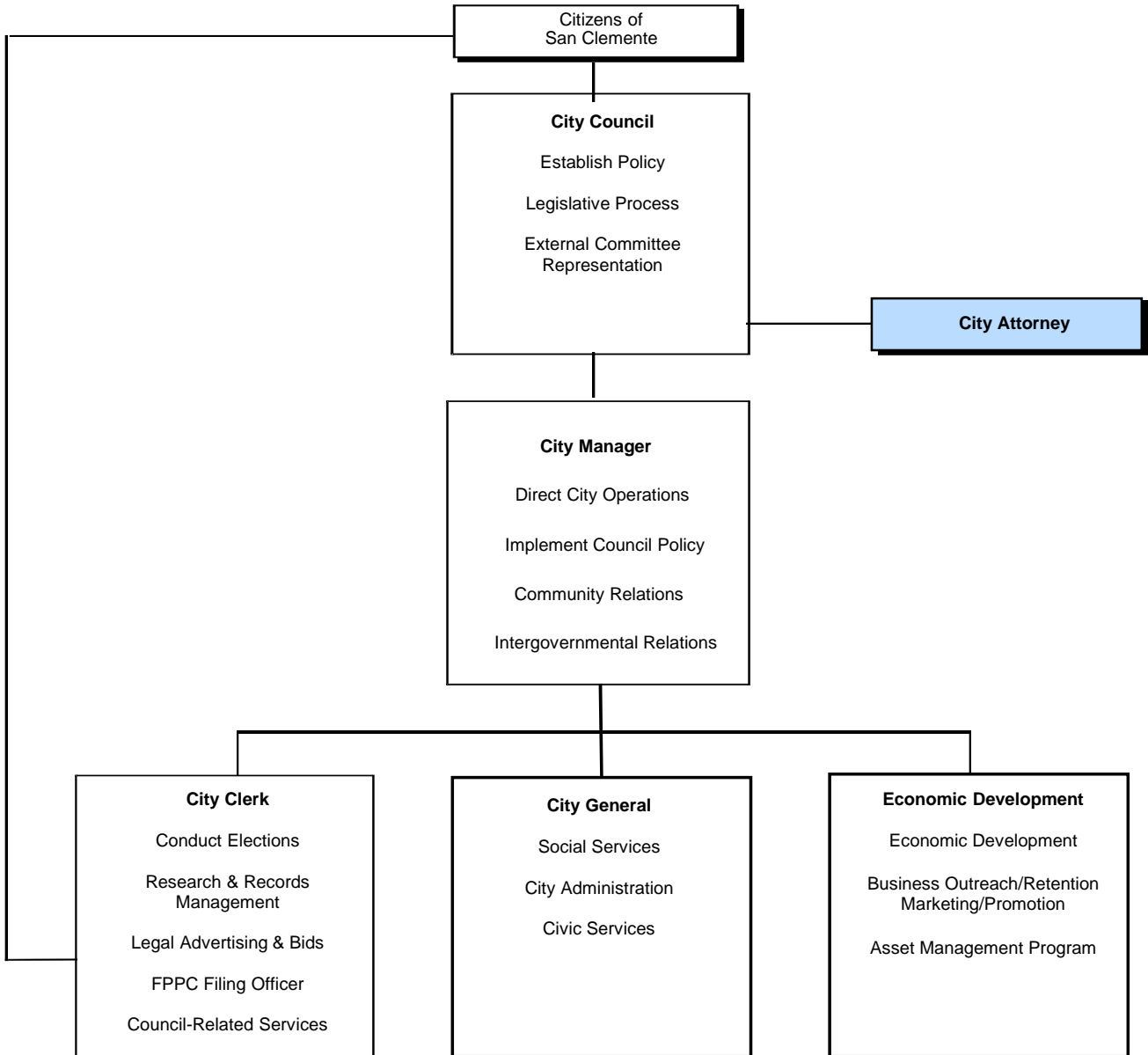
# General Fund Summary by Department


Description	FY 2015-16 Actual	FY 2016-17 Adj Budget	FY 2016-17 Projected	FY 2017-18 Budget	% Bud 16-17 To Bud 17-18
Public Works					
Development Engineering	(337,748)	233,800	152,870	588,410	152%
Engineering Inspection	311,537	306,500	305,910	305,800	0%
Traffic	572,932	1,620,140	1,597,190	576,090	-64%
Design & General Engineering	1,668,800	1,805,670	1,695,260	(54,980)	-103%
Streets Engineering	0	0	0	568,120	100%
Major Street Maintenance	165,187	3,521,780	3,434,410	1,864,200	-47%
Public Works Administration	324,641	295,280	280,850	472,770	60%
Emergency Planning	162,420	151,350	142,100	299,000	98%
Traffic Signals	866,095	835,290	828,260	847,970	2%
Traffic Maintenance	379,115	391,030	389,970	403,420	3%
Maintenance Services Administration	427,468	554,210	553,390	597,820	8%
Street Maintenance and Repair	537,962	621,430	634,820	731,720	18%
Senior Citizen Facility	49,254	67,910	61,290	68,910	1%
Parking Maintenance	229,768	226,580	194,440	279,320	23%
Facilities Maintenance	813,114	1,414,590	1,615,070	1,690,220	19%
Street Lighting	504,193	576,800	558,050	570,480	-1%
Trail Maintenance	208,151	239,370	240,370	255,850	7%
VH Sports Park Maintenance	457,215	528,700	528,700	545,600	3%
Street Median & Trees	359,909	441,580	416,200	406,500	-8%
Streetscapes	434,305	492,610	487,610	523,640	6%
Park Maintenance	1,724,132	2,595,310	2,536,370	1,885,260	-27%
Beach Maintenance	1,432,234	3,504,210	3,465,280	1,842,280	-47%
Parks & Beach Maint. Admin.	836,926	1,198,170	844,950	937,550	-22%
Steed Park Maintenance	335,932	366,170	366,170	370,910	1%
<b>Total Public Works</b>	<b>\$12,463,542</b>	<b>\$21,988,480</b>	<b>\$21,329,530</b>	<b>\$16,576,860</b>	<b>-25%</b>
Marine Safety					
Operations & Rescue	1,980,928	1,526,710	1,515,250	1,493,220	-2%
Prevention & Education	119,610	160,180	123,000	212,410	33%
<b>Total Marine Safety</b>	<b>\$2,100,538</b>	<b>\$1,686,890</b>	<b>\$1,638,250</b>	<b>\$1,705,630</b>	<b>1%</b>
Beaches, Parks & Recreation (BP&R)					
Ole Hanson Beach Club (OHBC)	3,668,142	534,990	515,340	174,510	-67%
Community Center	474,073	530,530	562,540	527,150	-1%
Community Services	1,332,293	1,304,800	1,340,870	1,052,060	-19%
Aquatics	31,333	322,870	196,940	1,240,100	284%
VH Sports Field/SC Aquatics Facility	1,515,790	1,322,240	1,369,970	711,360	-46%
Steed Park Operations	124,478	136,210	119,730	138,080	1%
Recreation Program/Events	569,518	533,330	458,060	617,840	16%
Beaches, Parks & Recreation Administration	134,885	245,330	235,900	326,860	33%
<b>Total Beaches, Parks &amp; Recreation</b>	<b>\$7,850,512</b>	<b>\$4,930,300</b>	<b>\$4,799,350</b>	<b>\$4,787,960</b>	<b>-3%</b>
<b>Total:</b>	<b>\$60,877,331</b>	<b>\$73,177,810</b>	<b>\$70,960,680</b>	<b>\$68,151,990</b>	<b>-7%</b>

# General Government

## Department Overview:

General Government consists of City Council, City Manager, City Clerk, and Economic Development. Responsibilities include development of strategic goals and policies, management of City operations, management of City records, administration of City elections and legal compliance with all municipal and State regulations, and development and expansion of the City's tax base. Also included are programs not directly assigned to a specific division, such as City administration, animal control and civic services.



 Shading indicates contracted services

# General Government

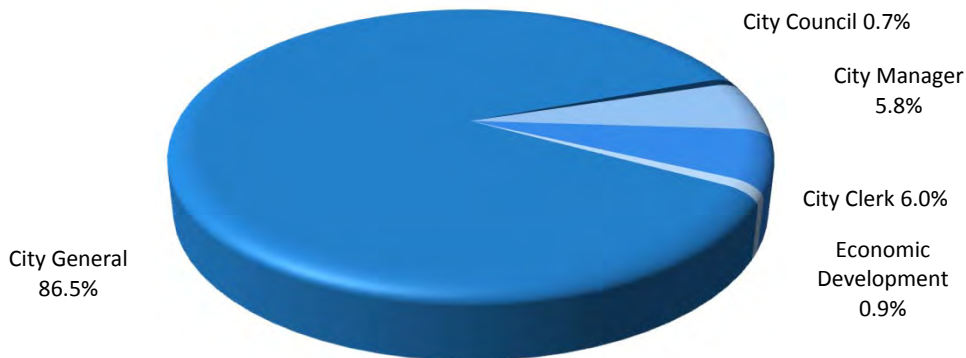
## Department Summary

Department Summary	FY 2015-16 Actual	FY 2016-17 Adj Budget	FY 2016-17 Projected	FY 2017-18 Budget	% Bud 16-17 To Bud 17-18
City Council	62,923	80,700	77,030	86,770	8%
City Manager	643,186	653,140	640,610	687,190	5%
City General	8,035,460	9,632,670	9,314,800	10,225,920	6%
City Clerk	686,960	831,940	768,100	707,370	-15%
Economic Development	104,614	116,200	100,000	108,300	-7%
<b>Total General Government Budget</b>	<b>\$9,533,143</b>	<b>\$11,314,650</b>	<b>\$10,900,540</b>	<b>\$11,815,550</b>	<b>4%</b>

Category Expenditure Summary	FY 2015-16 Actual	FY 2016-17 Adj Budget	FY 2016-17 Projected	FY 2017-18 Budget	% Bud 16-17 To Bud 17-18
Personnel	1,143,530	1,146,700	1,131,720	1,202,650	5%
Supplies	13,790	32,960	28,610	31,930	-3%
Contractual Services	2,159,924	2,222,170	2,099,750	2,150,800	-3%
Other Charges	218,414	366,200	372,150	321,900	-12%
Interdepartmental Charges	1,592,150	1,673,570	1,673,570	2,168,390	30%
<b>Total Program Budget</b>	<b>5,127,808</b>	<b>5,441,600</b>	<b>5,305,800</b>	<b>5,875,670</b>	<b>8%</b>
Transfers and Debt	3,985,250	5,191,850	5,190,540	4,889,880	-6%
Capital/One-time Studies	420,085	681,200	404,200	1,050,000	54%
<b>Total General Government Budget</b>	<b>\$9,533,143</b>	<b>\$11,314,650</b>	<b>\$10,900,540</b>	<b>\$11,815,550</b>	<b>4%</b>

Personnel Summary	7.18	6.93	6.93	6.93
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### General Government Summary



# General Government

## Legislative Division Summary

### Purpose Statement

To establish civic leadership and provide direction in overseeing the business of the City, while being mindful of the needs, interests, and concerns of the citizens in an open and responsive manner.

### Legislative Services

- Develop strategic goals and objectives for the City.
- Establish priorities and direction for the City through policy development and the legislative process.
- Adopt and monitor the annual operating and capital improvement budgets.
- Provide input on regional, state and federal matters affecting San Clemente.

<b>Program Summary</b>	<b>FY 2015-16 Actual</b>	<b>FY 2016-17 Adj Budget</b>	<b>FY 2016-17 Projected</b>	<b>FY 2017-18 Budget</b>	<b>% Bud 16-17 To Bud 17-18</b>
City Council	46,962	54,780	52,870	66,110	21%
Cable Programming	15,961	25,920	24,160	20,660	-20%
<b>Total City Council Budget</b>	<b>\$62,923</b>	<b>\$80,700</b>	<b>\$77,030</b>	<b>\$86,770</b>	<b>8%</b>

<b>Category Expenditure Summary</b>	<b>FY 2015-16 Actual</b>	<b>FY 2016-17 Adj Budget</b>	<b>FY 2016-17 Projected</b>	<b>FY 2017-18 Budget</b>	<b>% Bud 16-17 To Bud 17-18</b>
Personnel	43,392	46,630	46,400	46,630	0%
Supplies	1,029	9,210	7,350	7,250	-21%
Contractual Services	6,881	7,280	5,800	7,590	4%
Other Charges	4,171	10,740	10,640	9,690	-10%
Interdepartmental Charges	7,450	6,840	6,840	15,610	128%
<b>Total Program Budget</b>	<b>62,923</b>	<b>80,700</b>	<b>77,030</b>	<b>86,770</b>	<b>8%</b>
Capital/One-Time Studies	0	0	0	0	0%
<b>Total City Council Budget</b>	<b>\$62,923</b>	<b>\$80,700</b>	<b>\$77,030</b>	<b>\$86,770</b>	<b>8%</b>

<b>Personnel Summary</b>	0	0	0	0
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(Five Council Members are elected positions)

# General Government

## City Manager Department Summary

### Purpose Statement

To provide professional leadership in the administration and execution of policies and objectives formulated by City Council. As well as to develop and recommend alternative solutions to community problems for council consideration. To plan and develop new programs to meet future needs of the city and prepare the annual budget. Finally, to foster community pride in city government through excellent customer service.

### City Manager Department Services

- Operational excellence
- Fulfill the City of San Clemente's Mission Statement.
- Prudent fiscal policies and practices.
- Preservation of the community's high quality of life.
- A balanced, inclusive, and open approach to policy-making and city leadership.
- Economic vitality with an emphasis on small and local serving businesses.

Program Summary	FY 2015-16 Actual	FY 2016-17 Adj Budget	FY 2016-17 Projected	FY 2017-18 Budget	% Bud 16-17 To Bud 17-18
City Manager	643,186	653,140	640,610	687,190	5%
<b>Total City Manager Budget</b>	<b>\$643,186</b>	<b>\$653,140</b>	<b>\$640,610</b>	<b>\$687,190</b>	<b>5%</b>

Category Expenditure Summary	FY 2015-16 Actual	FY 2016-17 Adj Budget	FY 2016-17 Projected	FY 2017-18 Budget	% Bud 16-17 To Bud 17-18
Personnel	598,180	586,600	596,580	634,940	8%
Supplies	2,793	1,500	1,550	2,050	37%
Contractual Services	6,689	29,010	6,540	5,040	-83%
Other Charges	7,844	7,660	7,570	8,310	8%
Interdepartmental Charges	27,680	28,370	28,370	36,850	30%
<b>Total Program Budget</b>	<b>643,186</b>	<b>653,140</b>	<b>640,610</b>	<b>687,190</b>	<b>5%</b>
Capital/One-Time Studies	0	0	0	0	0%
<b>Total City Manager Budget</b>	<b>\$643,186</b>	<b>\$653,140</b>	<b>\$640,610</b>	<b>\$687,190</b>	<b>5%</b>

<b>Personnel Summary</b>	2.68	2.68	2.68	2.68
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### Significant Change:

\$25,000 decrease in legal services in FY 2017-18 is included in the contractual services category.



# General Government

## City General Department Summary

### Purpose Statement

To provide a cost center to account for programs and costs not directly assigned to a specific division. These include social programs and administrative costs.

### City General Services

- Serve as a cost center for programs not directly assigned to a specific division.
- Provide annual grants to social service programs.
- Provide as needed grants to civic programs.
- Provide a mechanism to transfer General Fund monies to programs or projects outside of the General Fund.

<b>Program Summary</b>	<b>FY 2015-16 Actual</b>	<b>FY 2016-17 Adj Budget</b>	<b>FY 2016-17 Projected</b>	<b>FY 2017-18 Budget</b>	<b>% Bud 16-17 To Bud 17-18</b>
Social Services	83,300	92,680	92,710	80,810	-13%
City Administration	7,952,160	9,539,990	9,222,090	10,145,110	6%
<b>Total City General Budget</b>	<b>\$8,035,460</b>	<b>\$9,632,670</b>	<b>\$9,314,800</b>	<b>\$10,225,920</b>	<b>6%</b>

<b>Category Expenditure Summary</b>	<b>FY 2015-16 Actual</b>	<b>FY 2016-17 Adj Budget</b>	<b>FY 2016-17 Projected</b>	<b>FY 2017-18 Budget</b>	<b>% Bud 16-17 To Bud 17-18</b>
Supplies	762	6,000	6,500	6,000	0%
Contractual Services	1,986,328	1,938,950	1,884,900	1,970,110	2%
Other Charges	153,085	242,700	256,690	265,650	9%
Interdepartmental Charges	1,489,950	1,571,970	1,571,970	2,044,280	30%
<b>Total Program Budget</b>	<b>3,630,125</b>	<b>3,759,620</b>	<b>3,720,060</b>	<b>4,286,040</b>	<b>14%</b>
Transfers and Debt	3,985,250	5,191,850	5,190,540	4,889,880	-6%
Capital/One-Time Studies	420,085	681,200	404,200	1,050,000	54%
<b>Total City General Budget</b>	<b>\$8,035,460</b>	<b>\$9,632,670</b>	<b>\$9,314,800</b>	<b>\$10,225,920</b>	<b>6%</b>

<b>Personnel Summary</b>	0	0	0	0
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### Significant Changes:

\$470,610 increase in insurance charges under interdepartmental charges.

Transfers decrease by \$1,424,000 based on the General Liability Fund transfer (\$424,000) and the Accrued Leave funding not included for FY 2017-18.

# General Government

## City Clerk Department Summary

### Purpose Statement

To accurately record and carefully preserve and safeguard the legislative history of the City of San Clemente. To maximize timely access to City records and information. To facilitate the democratic electoral process in an impartial manner that conforms with State law.

### City Clerk Department Services

- Produce City Council agendas and packets as well as meeting minutes.
- Ensure legal compliance with electoral and governmental regulations.
- Process City contracts.
- Conduct regular and special municipal elections and process initiative and referendum petitions.
- Preserve and maintain all City records and respond to public records requests.
- Implement the Leadership San Clemente program.
- Serve as filing officer for Fair Political Practices Commission statements.

Program Summary	FY 2015-16 Actual	FY 2016-17 Adj Budget	FY 2016-17 Projected	FY 2017-18 Budget	% Bud 16-17 To Bud 17-18
Council Related Services	683,835	719,430	666,090	691,650	-4%
Elections	3,125	112,510	102,010	15,720	-86%
<b>Total City Clerk Budget</b>	<b>\$686,960</b>	<b>\$831,940</b>	<b>\$768,100</b>	<b>\$707,370</b>	<b>-15%</b>

Category Expenditure Summary	FY 2015-16 Actual	FY 2016-17 Adj Budget	FY 2016-17 Projected	FY 2017-18 Budget	% Bud 16-17 To Bud 17-18
Personnel	501,958	513,470	488,740	521,080	1%
Supplies	9,206	16,050	13,010	16,430	2%
Contractual Services	102,460	168,430	138,210	93,260	-45%
Other Charges	6,266	67,600	61,750	4,950	-93%
Interdepartmental Charges	67,070	66,390	66,390	71,650	8%
<b>Total Program Budget</b>	<b>686,960</b>	<b>831,940</b>	<b>768,100</b>	<b>707,370</b>	<b>-15%</b>
Capital/One-Time Studies	0	0	0	0	0%
<b>Total City Clerk Budget</b>	<b>\$686,960</b>	<b>\$831,940</b>	<b>\$768,100</b>	<b>\$707,370</b>	<b>-15%</b>

<b>Personnel Summary</b>	4.50	4.25	4.25	4.25
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### Significant Changes:

Decrease of \$64,400 for election expenses in other charges.  
 \$25,000 decrease in contractual services related to legal services.

# General Government

## Economic Development Department Summary

**Purpose Statement**

Develop and implement policies, programs, and activities that will stimulate business startup, facilitate the expansion of existing businesses, and encourage the location of new businesses in order to create new jobs, expand the City of San Clemente's economic base, and enhance the quality of life for the citizens of San Clemente.

**Economic Development Division Services**

- Local business support and retention.
- Encourage employment
- Maintain and improve tax related revenue.
- Economic Diversification

Program Summary	FY 2015-16 Actual	FY 2016-17 Adj Budget	FY 2016-17 Projected	FY 2017-18 Budget	% Bud 16-17 To Bud 17-18
Economic Development	104,614	116,200	100,000	108,300	-7%
<b>Total Economic Development Budget</b>	<b>\$104,614</b>	<b>\$116,200</b>	<b>\$100,000</b>	<b>\$108,300</b>	<b>-7%</b>

Category Expenditure Summary	FY 2015-16 Actual	FY 2016-17 Adj Budget	FY 2016-17 Projected	FY 2017-18 Budget	% Bud 16-17 To Bud 17-18
Supplies	0	200	200	200	0%
Contractual Services	57,566	78,500	64,300	74,800	-5%
Other Charges	47,048	37,500	35,500	33,300	-11%
<b>Total Program Budget</b>	<b>104,614</b>	<b>116,200</b>	<b>100,000</b>	<b>108,300</b>	<b>-7%</b>
Capital/One-Time Studies	0	0	0	0	0%
<b>Total Economic Development Budget</b>	<b>\$104,614</b>	<b>\$116,200</b>	<b>\$100,000</b>	<b>\$108,300</b>	<b>-7%</b>

<b>Personnel Summary</b>	0	0	0	0
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**Significant Change:**

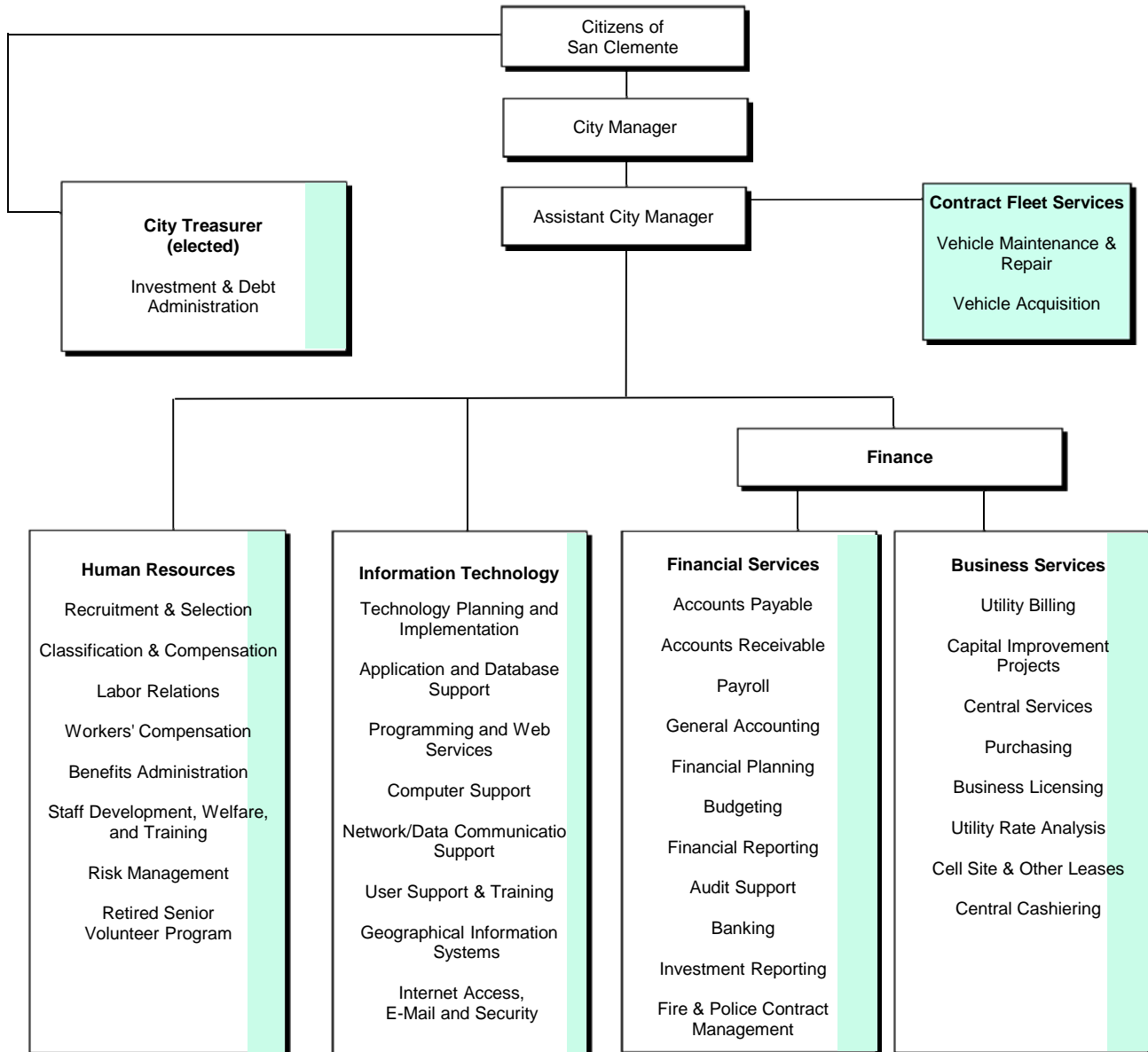
\$4,200 reduction in rental of land as part of the contractual service decrease.  
 \$4,200 reduction for the Downtown Business Association (DBA) assistance as part of other charges decrease.




# Finance & Administrative Services

## Department Overview:

The Finance & Administrative Services Department consists of the Finance, Information Technology, Human Resources, Risk Management, Purchasing, Budget and City Treasurer functions. The department provides customer service to internal and external clientele, financial accountability to the public, management of City debt and investments, development and monitoring of the budget, labor relations and negotiations, recruitments, administration of risk management and safety programs, administration of the City's IT Strategic Plan, and development of the Long Term Financial Plan.



 Shading indicates contracted services

# Finance & Administrative Services

## Department Summary

	FY 2015-16 Actual	FY 2016-17 Adj Budget	FY 2016-17 Projected	FY 2017-18 Budget	% Bud 16-17 To Bud 17-18
<b>Department Summary</b>					
F&AS - Administration	500,181	647,350	636,070	564,200	-13%
Finance	2,022,850	2,330,640	2,284,610	2,339,780	0%
Human Resources	565,489	739,240	675,970	589,250	-20%
<b>Total F&amp;AS Budget</b>	<b>\$3,088,520</b>	<b>\$3,717,230</b>	<b>\$3,596,650</b>	<b>\$3,493,230</b>	<b>-6%</b>

F&AS Expenditure by Category	FY 2015-16 Actual	FY 2016-17 Adj Budget	FY 2016-17 Projected	FY 2017-18 Budget	Budget % Change
Personnel	2,143,630	2,513,440	2,394,930	2,499,420	-1%
Supplies	104,133	115,620	107,490	113,610	-2%
Contractual Services	532,594	574,130	578,660	544,080	-5%
Other Charges	47,297	51,840	53,370	49,570	-4%
Interdepartmental Charges	243,050	241,650	241,650	286,550	19%
<b>Total Program Budget</b>	<b>3,070,704</b>	<b>3,496,680</b>	<b>3,376,100</b>	<b>3,493,230</b>	<b>0%</b>
Capital/One-Time Studies	17,816	220,550	220,550	0	-100%
<b>Total F&amp;AS Budget</b>	<b>\$3,088,520</b>	<b>\$3,717,230</b>	<b>\$3,596,650</b>	<b>\$3,493,230</b>	<b>-6%</b>

<b>Personnel Summary</b>	17.36	19.36	19.36	19.36
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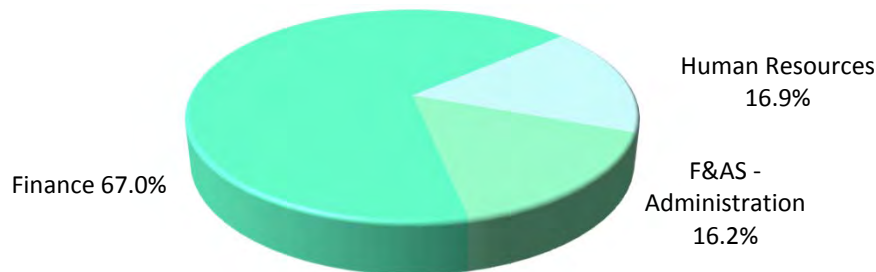
### Accomplishments for FY 2016-17

- Maintained Standard and Poor's long-term financial "AAA" rating
- Prepared an award winning Comprehensive Annual Financial Report and Annual Budget
- Developed and administered the Beach Parking Impact Fee refund process
- Completed negotiations with the Employee Association for a three year MOU agreement through June 2020
- Implemented eProcurement solution with online vendor registration and bid management
- Completed design and construction of operational continuity datacenter
- Administered cyber-security awareness training to all staff

### Key Initiatives for FY 2017-18

- Implement IVR system and On-line Mobile payment platform for Utility Billing
- Expand on-line Business License renewal process
- Update Personnel Rules and HR Policies & Procedures to align with the new MOU and current practice
- Establish and initiate a job satisfaction survey of all City employees
- Transition legacy retirement system participants to a new Third party administrator
- Assist with the implementation of recreation software, TRAKiT upgrade, and Agenda and Legislative Management System

## Finance & Administrative Services Summary



# Finance & Administrative Services

## Finance & Administrative Services Administration Summary

### Purpose Statement

To provide services and to act as a consultant to our departments (internal customers) as well as to the citizens of our City (external customers). Additionally, oversight of all financial functions is provided to assure our stakeholders that public funds are expended in accordance with legally established appropriations and fiscal policies.

### Finance & Administrative Services Administration Services:

- Direct the Finance, Human Resources, and Information Technology divisions.
- Oversee development of the annual operating and capital improvement budgets.
- Manage the City's investment portfolio in accordance with State and City ordinances and policies.
- Develop and implement the annual Long Term Financial Plan and Information Technology Strategic Plan.

Program Summary	FY 2015-16 Actual	FY 2016-17 Adj Budget	FY 2016-17 Projected	FY 2017-18 Budget	% Bud 16-17 To Bud 17-18
F&AS - Administration	430,126	563,720	552,450	479,920	-15%
Treasurer	70,055	83,630	83,620	84,280	1%
<b>Total F&amp;AS - Administration Budget</b>	<b>\$500,181</b>	<b>\$647,350</b>	<b>\$636,070</b>	<b>\$564,200</b>	<b>-13%</b>

Expenditure by Category	FY 2015-16 Actual	FY 2016-17 Adj Budget	FY 2016-17 Projected	FY 2017-18 Budget	% Bud 16-17 To Bud 17-18
Personnel	373,134	420,760	407,910	425,380	1%
Supplies	3,591	4,730	4,540	5,080	7%
Contractual Services	77,938	79,610	79,800	81,300	2%
Other Charges	21,028	20,070	21,640	20,070	0%
Interdepartmental Charges	24,490	22,180	22,180	32,370	46%
<b>Total Program Budget</b>	<b>500,181</b>	<b>547,350</b>	<b>536,070</b>	<b>564,200</b>	<b>3%</b>
Capital/One-Time Studies	0	100,000	100,000	0	-100%
<b>Total F&amp;AS - Administration Budget</b>	<b>\$500,181</b>	<b>\$647,350</b>	<b>\$636,070</b>	<b>\$564,200</b>	<b>-13%</b>

<b>Personnel Summary</b>	2.00	2.25	2.25	2.25
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### Significant Changes:

\$100,000 decrease in other professional services due to one time studies in FY 2016-17.

# Finance & Administrative Services

## Finance Division Summary

### Purpose Statement

To provide financial oversight, reporting, and general accounting services for all City programs, including financial reporting, financial forecasting, budgeting, cashiering, purchasing, contract administration, utility billing, and business license activities.

### Finance Services

- Maintain financial oversight and administration of all City funds and accounts.
- Manage the general accounting functions.
- Oversee and process Business Licensing.
- Manage the billing and collection of the City's utility accounts.
- Prepare and monitor operating and capital budgets.
- Direct the purchasing and contract administration activities.

<b>Program Summary</b>	<b>FY 2015-16 Actual</b>	<b>FY 2016-17 Adj Budget</b>	<b>FY 2016-17 Projected</b>	<b>FY 2017-18 Budget</b>	<b>% Bud 16-17 To Bud 17-18</b>
Finance Administration	241,905	250,050	244,540	258,270	3%
Financial Services	832,058	888,770	875,460	900,740	1%
Utility Billing & Cashiering	791,002	859,750	856,380	910,610	6%
Business Licensing	129,302	301,090	277,940	241,740	-20%
Purchasing	28,583	30,980	30,290	28,420	-8%
<b>Total Finance Budget</b>	<b>\$2,022,850</b>	<b>\$2,330,640</b>	<b>\$2,284,610</b>	<b>\$2,339,780</b>	<b>0%</b>

<b>Expenditure by Category</b>	<b>FY 2015-16 Actual</b>	<b>FY 2016-17 Adj Budget</b>	<b>FY 2016-17 Projected</b>	<b>FY 2017-18 Budget</b>	<b>% Bud 16-17 To Bud 17-18</b>
Personnel	1,441,781	1,640,480	1,600,410	1,633,340	0%
Supplies	83,425	91,580	85,280	88,970	-3%
Contractual Services	309,332	411,170	411,830	402,680	-2%
Other Charges	4,842	6,200	5,880	6,560	6%
Interdepartmental Charges	183,470	181,210	181,210	208,230	15%
<b>Total Program Budget</b>	<b>2,022,850</b>	<b>2,330,640</b>	<b>2,284,610</b>	<b>2,339,780</b>	<b>0%</b>
Capital/One-Time Studies	0	0	0	0	0%
<b>Total Finance Budget</b>	<b>\$2,022,850</b>	<b>\$2,330,640</b>	<b>\$2,284,610</b>	<b>\$2,339,780</b>	<b>0%</b>

<b>Personnel Summary</b>	12.36	13.61	13.61	13.61
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# Finance & Administrative Services

## Human Resources Division Summary

### Purpose Statement

To provide Human Resource services to the City departments, employees and the public. This includes administering the functions of recruitment and selection, classification and compensation, employee benefits, labor relations, employee training, workers' compensation, and risk management.

### Human Resources Services

- Recruit and retain a qualified work force.
- Management of a City-wide training program using in-house staff and outside subject matter experts.
- Administration of the City's employee benefits programs, including medical, dental, life, disability insurance, and other City retirement and health & welfare programs.
- Administer the risk management programs, including liability, workers' compensation, insurance and safety.

Program Summary	FY 2015-16 Actual	FY 2016-17 Adj Budget	FY 2016-17 Projected	FY 2017-18 Budget	% Bud 16-17 To Bud 17-18
Human Resources Admin.	550,602	726,760	663,190	579,520	-20%
Labor Relations	9,608	5,600	5,840	2,800	-50%
Employee Training	5,279	6,880	6,940	6,930	1%
<b>Total Human Resources Budget</b>	<b>\$565,489</b>	<b>\$739,240</b>	<b>\$675,970</b>	<b>\$589,250</b>	<b>-20%</b>

Category Expenditure Summary	FY 2015-16 Actual	FY 2016-17 Adj Budget	FY 2016-17 Projected	FY 2017-18 Budget	% Bud 16-17 To Bud 17-18
Personnel	328,715	452,200	386,610	440,700	-3%
Supplies	17,117	19,310	17,670	19,560	1%
Contractual Services	145,324	83,350	87,030	60,100	-28%
Other Charges	21,427	25,570	25,850	22,940	-10%
Interdepartmental Charges	35,090	38,260	38,260	45,950	20%
<b>Total Program Budget</b>	<b>547,673</b>	<b>618,690</b>	<b>555,420</b>	<b>589,250</b>	<b>-5%</b>
Capital/One-Time Studies	17,816	120,550	120,550	0	-100%
<b>Total Human Resources Budget</b>	<b>\$565,489</b>	<b>\$739,240</b>	<b>\$675,970</b>	<b>\$589,250</b>	<b>-20%</b>

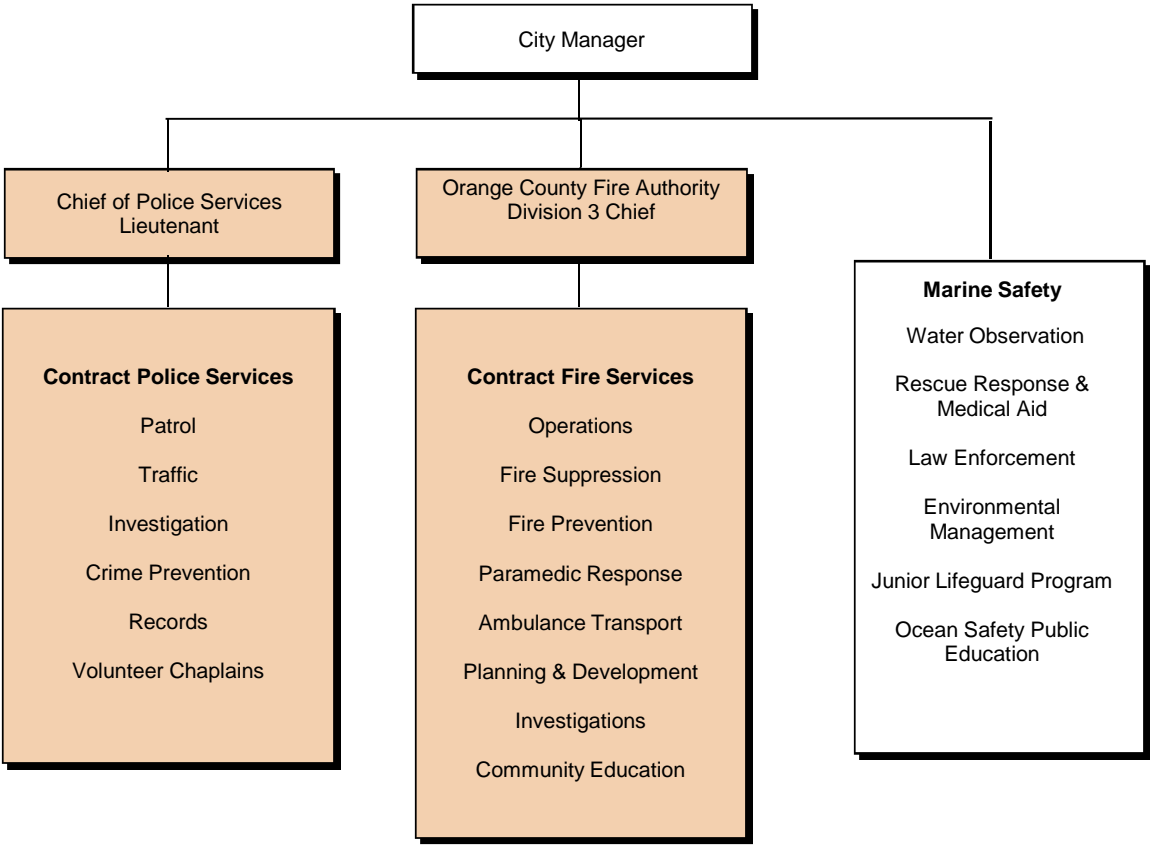
<b>Personnel Summary</b>	3.00	3.50	3.50	3.50
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# Public Safety

**Department Overview:**

Public Safety consists of the Police, Fire Services and Marine Safety. Police Services are contracted through the Orange County Sheriff’s Department. Police Services is responsible for providing law enforcement, police investigation, traffic enforcement, crime prevention, forensic services, public information and education services. Fire Services are contracted through the Orange County Fire Authority with an additional ambulance contracted through Care Ambulance Services. Fire Services is responsible for providing fire rescue and protection, fire investigation, hazardous materials response, paramedic and ambulance services, public information and education services. Marine Safety is responsible for providing for the safety of citizens through rescue response and medical aid, preventative enforcement, and public awareness.



*Shading indicates contracted services*

# Public Safety

## Department Summary

Department Summary	FY 2015-16 Actual	FY 2016-17 Adj Budget	FY 2016-17 Projected	FY 2017-18 Budget	% Bud 16-17 To Bud 17-18
Police	12,179,120	14,524,180	14,520,430	14,892,830	3%
Fire	8,687,558	9,031,050	9,017,350	9,457,920	5%
Marine Safety	2,100,538	1,686,890	1,638,250	1,705,630	1%
<b>Total Public Safety</b>	<b>\$22,967,216</b>	<b>\$25,242,120</b>	<b>\$25,176,030</b>	<b>\$26,056,380</b>	<b>3%</b>

Category Expenditure Summary	FY 2015-16 Actual	FY 2016-17 Adj Budget	FY 2016-17 Projected	FY 2017-18 Budget	% Bud 16-17 To Bud 17-18
Personnel	1,883,380	1,462,350	1,424,320	1,496,230	2%
Supplies	60,734	80,630	70,720	81,200	1%
Contractual Services	20,521,141	23,278,300	23,262,650	24,098,470	4%
Other Charges	6,590	7,850	5,350	5,850	-25%
Interdepartmental Charges	455,810	412,990	412,990	374,630	-9%
<b>Total Program Budget</b>	<b>22,927,655</b>	<b>25,242,120</b>	<b>25,176,030</b>	<b>26,056,380</b>	<b>3%</b>
Capital/One-Time Studies	39,561	0	0	0	0%
<b>Total Public Safety Budget</b>	<b>\$22,967,216</b>	<b>\$25,242,120</b>	<b>\$25,176,030</b>	<b>\$26,056,380</b>	<b>3%</b>

Personnel Summary	107.25	99.25	99.25	101.75
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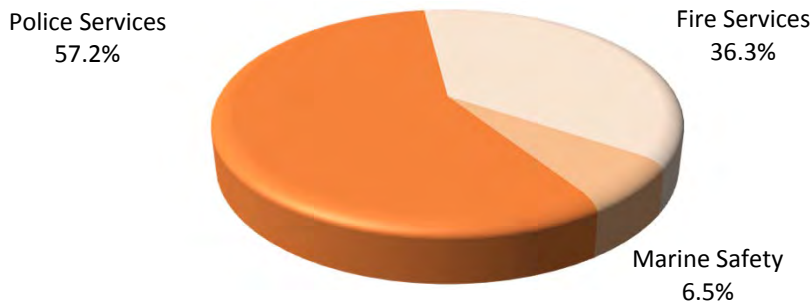
### Accomplishments for FY 2016-17

- Completed Matrix Consulting group study of Police Services and Staffing
- Formed T.R.I.P. Team to combat criminal and nuisance issues in the City
- Developed a written warning form for deputies to assist Code Enforcement Initiatives
- Improved effectiveness of EMS resources and enhanced EMS coverage with modified staffing of Fire Engine 50
- Participated in numerous community education programs and special events.
- Rescued 1,792 distressed swimmers, warned 23,537 visitors of dangerous situations, and performed 816 medical aids

### Key Initiatives for FY 2017-18

- Support the new OCSO Police Chief's transition to the City of San Clemente
- Facilitate a newly formed "Public Safety Task Force" to encourage and improve communication with the community
- Maintain and improve response times
- Enhance public safety infrastructure to ensure optimum response capability
- Work in partnership with OCFA on revised ambulance agreement
- Review proposals and negotiate new contract for Ambulance Transport Services
- Continue to expand prevention education ocean safety program to reach underserved community members

### Public Safety Summary



# Public Safety

## Police Services Summary

### Purpose Statement

To provide responsive, professional law enforcement service to all people in San Clemente. These services are contracted through the Orange County Sheriff's Department.

### Police Services

- Provide law enforcement services to the public.
- Protect lives and property.
- Initiate and maintain crime prevention programs.
- Investigate and solve crimes.
- Provide educational programs to the public.

Program Summary	FY 2015-16 Actual	FY 2016-17 Adj Budget	FY 2016-17 Projected	FY 2017-18 Budget	% Bud 16-17 To Bud 17-18
Police Contract Services	12,157,276	14,498,130	14,497,630	14,871,030	3%
Local Police Services	21,844	26,050	22,800	21,800	-16%
<b>Total Police Services Budget</b>	<b>\$12,179,120</b>	<b>\$14,524,180</b>	<b>\$14,520,430</b>	<b>\$14,892,830</b>	<b>3%</b>

Category Expenditure Summary	FY 2015-16 Actual	FY 2016-17 Adj Budget	FY 2016-17 Projected	FY 2017-18 Budget	% Bud 16-17 To Bud 17-18
Supplies	11,240	18,000	17,000	15,750	-13%
Contractual Services	11,822,840	14,227,460	14,227,210	14,622,050	3%
Other Charges	6,240	7,500	5,000	5,500	-27%
Interdepartmental Charges	338,800	271,220	271,220	249,530	-8%
<b>Total Program Budget</b>	<b>12,179,120</b>	<b>14,524,180</b>	<b>14,520,430</b>	<b>14,892,830</b>	<b>3%</b>
Capital/One-Time Studies	0	0	0	0	0%
<b>Total Police Services Budget</b>	<b>\$12,179,120</b>	<b>\$14,524,180</b>	<b>\$14,520,430</b>	<b>\$14,892,830</b>	<b>3%</b>

<b>Personnel Summary</b>	50	50	50	49.5
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### Significant Change:

OCSD Police Services contract increases by \$415,000 to \$14.3 million in the General Fund.  
OCSD contract includes a reduction for a part-time (0.5) Investigator.

# Public Safety

## Fire Services Summary

**Purpose Statement**

To provide quality safety and emergency service in a timely and efficient manner. These services are contracted through the Orange County Fire Authority and Care Ambulance Services.

**Fire Services**

- Provide safety and emergency services to the public.
- Provide paramedic and ambulance transport services.
- Provide fire investigation services.
- Respond to hazardous materials incidents.
- Provide fire prevention, public information and educational programs.

Program Summary	FY 2015-16 Actual	FY 2016-17 Adj Budget	FY 2016-17 Projected	FY 2017-18 Budget	% Bud 16-17 To Bud 17-18
Fire Contract Services	8,687,558	9,031,050	9,017,350	9,457,920	5%
<b>Total Fire Services Budget</b>	<b>\$8,687,558</b>	<b>\$9,031,050</b>	<b>\$9,017,350</b>	<b>\$9,457,920</b>	<b>5%</b>

Category Expenditure Summary	FY 2015-16 Actual	FY 2016-17 Adj Budget	FY 2016-17 Projected	FY 2017-18 Budget	% Bud 16-17 To Bud 17-18
Contractual Services	8,681,678	9,029,600	9,015,900	9,455,200	5%
Interdepartmental Charges	5,880	1,450	1,450	2,720	88%
<b>Total Fire Services Budget</b>	<b>\$8,687,558</b>	<b>\$9,031,050</b>	<b>\$9,017,350</b>	<b>\$9,457,920</b>	<b>5%</b>

<b>Personnel Summary</b>	50	42	42	45
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**Significant Change:**

OCFA total contract is \$9.0 million and includes base contract, vehicle maint. & replacement, and 1 full-time ambulance.  
 OCFA base contract increase is 4.5%, or \$356,000  
 CARE Ambulance Services contract is \$484,000 for 1 full-time ambulance.

# Public Safety

## Marine Safety Division Summary

### Purpose Statement

To maximize the safety and well-being of visitors to San Clemente's beach and marine environment through comprehensive public education, preventive measures, and responsive emergency intervention.

### Marine Safety Services

- Provide water observation, rescue response, medical aid and law enforcement services.
- Provide instructional water safety programs through the junior lifeguard, school education, community outreach and media programs.

<b>Program Summary</b>	<b>FY 2015-16 Actual</b>	<b>FY 2016-17 Adj Budget</b>	<b>FY 2016-17 Projected</b>	<b>FY 2017-18 Budget</b>	<b>% Bud 16-17 To Bud 17-18</b>
Operations Rescue	1,980,928	1,526,710	1,515,250	1,493,220	-2%
Prevention and Education	119,610	160,180	123,000	212,410	33%
<b>Total Marine Safety Budget</b>	<b>\$2,100,538</b>	<b>\$1,686,890</b>	<b>\$1,638,250</b>	<b>\$1,705,630</b>	<b>1%</b>

<b>Category Expenditure Summary</b>	<b>FY 2015-16 Actual</b>	<b>FY 2016-17 Adj Budget</b>	<b>FY 2016-17 Projected</b>	<b>FY 2017-18 Budget</b>	<b>% Bud 16-17 To Bud 17-18</b>
Personnel	1,883,380	1,462,350	1,424,320	1,496,230	2%
Supplies	49,494	62,630	53,720	65,450	5%
Contractual Services	16,623	21,240	19,540	21,220	0%
Other Charges	350	350	350	350	0%
Interdepartmental Charges	111,130	140,320	140,320	122,380	-13%
<b>Total Program Budget</b>	<b>\$2,060,977</b>	<b>\$1,686,890</b>	<b>\$1,638,250</b>	<b>1,705,630</b>	<b>1%</b>
Capital/One-Time Studies	39,561	0	0	0	0%
<b>Total Marine Safety Budget</b>	<b>\$2,100,538</b>	<b>\$1,686,890</b>	<b>\$1,638,250</b>	<b>\$1,705,630</b>	<b>1%</b>

<b>Personnel Summary</b>	7.25	7.25	7.25	7.25
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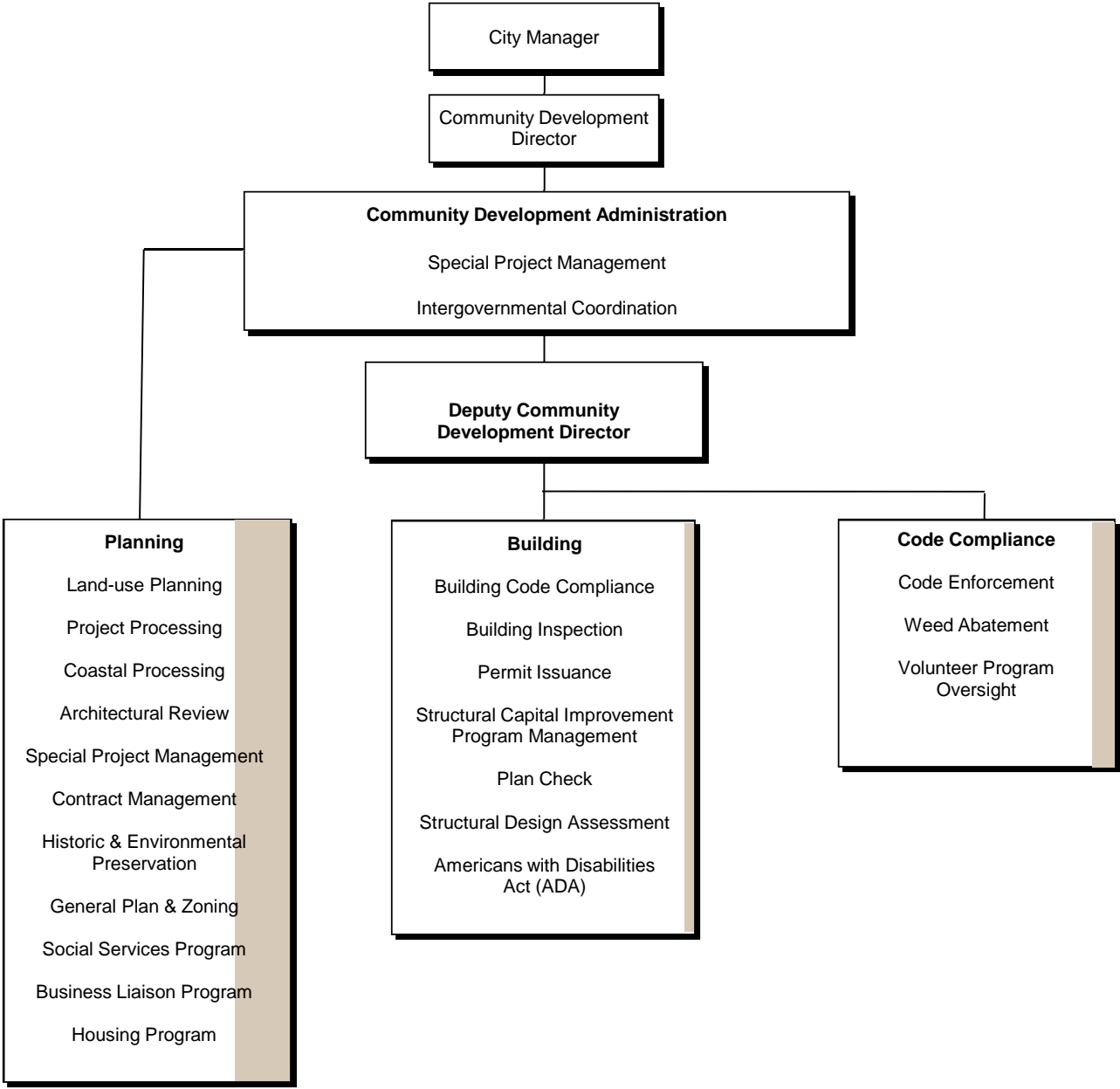




# Community Development

**Department Overview:**

The Community Development Department consists of Community Development Administration, Building, Planning and Code Enforcement divisions. This department is responsible for implementation of San Clemente’s vision and policy as it relates to land development, housing, affordable housing development, construction and code enforcement.



*Shading indicates contracted services*

# Community Development Department Summary

<b>Department Summary</b>	<b>FY 2015-16 Actual</b>	<b>FY 2016-17 Adj Budget</b>	<b>FY 2016-17 Projected</b>	<b>FY 2017-18 Budget</b>	<b>% Bud 16-17 To Bud 17-18</b>
Community Development - Admin	503,135	780,190	660,200	799,320	2%
Building	1,873,354	2,281,770	2,014,800	2,113,960	-7%
Planning	1,710,789	1,852,830	1,698,270	1,577,840	-15%
Code Compliance	887,120	1,070,240	785,310	930,890	-13%
<b>Total Community Development Budget</b>	<b>\$4,974,398</b>	<b>\$5,985,030</b>	<b>\$5,158,580</b>	<b>\$5,422,010</b>	<b>-9%</b>

<b>Category Expenditure Summary</b>	<b>FY 2015-16 Actual</b>	<b>FY 2016-17 Adj Budget</b>	<b>FY 2016-17 Projected</b>	<b>FY 2017-18 Budget</b>	<b>% Bud 16-17 To Bud 17-18</b>
Personnel	3,519,802	3,680,750	3,148,250	4,061,950	10%
Supplies	17,709	41,800	41,840	29,140	-30%
Contractual Services	974,767	1,661,890	1,393,780	808,310	-51%
Other Charges	6,955	8,630	6,590	9,760	13%
Interdepartmental Charges	435,060	522,480	522,480	512,850	-2%
<b>Total Program Budget</b>	<b>4,954,293</b>	<b>5,915,550</b>	<b>5,112,940</b>	<b>5,422,010</b>	<b>-8%</b>
Capital/One-Time Studies	20,105	69,480	45,640	0	-100%
<b>Total Community Development Budget</b>	<b>\$4,974,398</b>	<b>\$5,985,030</b>	<b>\$5,158,580</b>	<b>\$5,422,010</b>	<b>-9%</b>

<b>Personnel Summary</b>	<b>30.90</b>	<b>30.50</b>	<b>30.50</b>	<b>32.75</b>
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### Accomplishments for FY 2016-17

- Adopted 2016 California Building Code and Local Amendments
- Streamlined review and approval process for minor building permit applications
- Implemented and enforced regulations on short-term lodging units and boarding houses
- Introduced a review process through the Development Management Team to identify and address all violations
- Completion of Downtown Paseo Master Plan, Downtown and North Beach Parking Studies, and General Plan and Zoning Ordinance updates

### Key Initiatives for FY 2017-18

- Phase One of Electronic Plan Review and Submission
- Cross-Training of Building Division Staff for increased coverage
- Implement Proactive Inspection Model for Code Enforcement
- Certification of the current Draft Housing Element, and submittal of a new Housing Element by October 2017.
- Hire and train six planners (five vacancies and one new position recommended by the Matrix study)
- Complete updates for the Zoning Ordinance and Zoning Map to be consistent with the General Plan
- Obtain certification of the Coastal Land Use Plan (LUP) and process Coastal Commission recommended changes
- Obtain certification of a Local Coastal Implementation Program (IP), as directed by the City Council, including sea water level rise analysis and mapping efforts

## Community Development Summary



# Community Development Administration Division Summary

**Purpose Statement**

To serve as the custodians of San Clemente community development and implement City Council policy related to land development, building codes, construction regulation, code enforcement and regional issues that affect the form and function of San Clemente.

**Administration Services**

- Direct and supervise operations including land use planning, plan processing, building activities, code enforcement and customer service.
- Administer social services programs and targeted economic outreach.

<b>Program Summary</b>	<b>FY 2015-16 Actual</b>	<b>FY 2016-17 Adj Budget</b>	<b>FY 2016-17 Projected</b>	<b>FY 2017-18 Budget</b>	<b>% Bud 16-17 To Bud 17-18</b>
Community Development Admin	498,300	677,020	580,850	799,320	18%
Economic Development/Comm. Dev.	4,835	103,170	79,350	0	-100%
<b>Total Community Dev Admin Budget</b>	<b>\$503,135</b>	<b>\$780,190</b>	<b>\$660,200</b>	<b>\$799,320</b>	<b>2%</b>

<b>Category Expenditure Summary</b>	<b>FY 2015-16 Actual</b>	<b>FY 2016-17 Adj Budget</b>	<b>FY 2016-17 Projected</b>	<b>FY 2017-18 Budget</b>	<b>% Bud 16-17 To Bud 17-18</b>
Personnel	392,560	491,420	436,090	447,900	-9%
Supplies	4,180	4,600	4,600	4,600	0%
Contractual Services	61,029	185,200	144,380	277,100	50%
Other Charges	746	1,810	1,810	1,810	0%
Interdepartmental Charges	44,620	73,320	73,320	67,910	-7%
<b>Total Program Budget</b>	<b>503,135</b>	<b>756,350</b>	<b>660,200</b>	<b>799,320</b>	<b>6%</b>
Capital/One-Time Studies	0	23,840	0	0	-100%
<b>Total Community Dev Admin Budget</b>	<b>\$503,135</b>	<b>\$780,190</b>	<b>\$660,200</b>	<b>\$799,320</b>	<b>2%</b>

<b>Personnel Summary</b>	2.75	4.00	4.00	4.00
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**Significant Changes:**

\$175,000 increase to maintenance of computer software in contractual services for Trak-IT system upgrade.  
 \$35,000 increase to legal contingency costs in contractual services.  
 Decrease for Economic Development/ Comm. Dev in FY 2017-18 is the result of one-time programs in previous year.

# Community Development

## Building Division Summary

### Purpose Statement

To ensure the quality of life of those who live, work and visit the City of San Clemente by protecting life and property through the regulation of construction, use and occupancy of buildings, and by providing customer oriented permit, plan review and inspection services in a responsive, knowledgeable, professional, fair manner with integrity and consistency.

### Building Division Services

- Review and process building, mechanical, plumbing and electrical permit applications.
- Perform building plan reviews of residential and commercial buildings to verify compliance with State and City requirements.
- Conduct building, mechanical, plumbing and electrical inspections during construction of residential and commercial buildings in order to verify compliance with State and City requirements.
- Maintain permit records and plans document files.
- Provide information to public related to State and City construction codes.

Program Summary	FY 2015-16 Actual	FY 2016-17 Adj Budget	FY 2016-17 Projected	FY 2017-18 Budget	% Bud 16-17 To Bud 17-18
Administration	1,230,055	1,413,250	1,291,450	1,329,080	-6%
Inspection	643,299	868,520	723,350	784,880	-10%
<b>Total Building Budget</b>	<b>\$1,873,354</b>	<b>\$2,281,770</b>	<b>\$2,014,800</b>	<b>\$2,113,960</b>	<b>-7%</b>

Category Expenditure Summary	FY 2015-16 Actual	FY 2016-17 Adj Budget	FY 2016-17 Projected	FY 2017-18 Budget	% Bud 16-17 To Bud 17-18
Personnel	1,381,036	1,569,370	1,366,970	1,612,850	3%
Supplies	9,313	30,010	30,010	10,240	-66%
Contractual Services	307,500	462,950	398,380	296,860	-36%
Other Charges	3,008	2,840	2,840	3,310	17%
Interdepartmental Charges	152,640	187,460	187,460	190,700	2%
<b>Total Program Budget</b>	<b>1,853,497</b>	<b>2,252,630</b>	<b>1,985,660</b>	<b>2,113,960</b>	<b>-6%</b>
Capital/One-Time Studies	19,857	29,140	29,140	0	-100%
<b>Total Building Budget</b>	<b>\$1,873,354</b>	<b>\$2,281,770</b>	<b>\$2,014,800</b>	<b>\$2,113,960</b>	<b>-7%</b>

<b>Personnel Summary</b>	13.00	12.75	12.75	12.75
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# Community Development

## Planning Division Summary

### Purpose Statement

To provide guidance and support to help create a high quality of life in a community that offers opportunities for people to live, work, and play by implementing the City's vision, goals, in the City Centennial General Plan. Provide high quality customer service by treating applicants and the public in a responsive, professional and fair manner. To improve the quality of life for persons of all economic levels through the provision of decent housing, new housing opportunities, social services, and neighborhood revitalization.

### Planning Division Services

- Provide high level of customer service through public counter and telephone assistance, case management, weekly client communications, and business liaisons.
- Develop and maintain the City General Plan, Local Coastal Plan, Zoning Ordinance, Specific Plans and other relevant policy documents.
- Implement the long-range land use, housing, mobility and complete streets, urban design, open space, historic, environmental, coastal and hillside development policies and programs.
- Review and process development applications and City Capital Projects to ensure they meet the City's General Plan, Zoning Ordinance, Design Guidelines, and other adopted policies and standards.
- Present recommendations and information to the City Council and Planning Commission for policy development.
- Review building plan checks for compliance with the Zoning Ordinance and City conditions of approval.
- Review and Process environmental reports and related documents.

	FY 2015-16 Actual	FY 2016-17 Adj Budget	FY 2016-17 Projected	FY 2017-18 Budget	% Bud 16-17 To Bud 17-18
<b>Program Summary</b>					
Long Range Planning	322,455	799,710	691,500	427,420	-47%
Current Planning	880,928	641,760	683,640	704,690	10%
Commissions/Boards/Committees	41,370	44,170	37,020	47,520	8%
Planning Administration	466,036	367,190	286,110	398,210	8%
<b>Total Planning Budget</b>	<b>\$1,710,789</b>	<b>\$1,852,830</b>	<b>\$1,698,270</b>	<b>\$1,577,840</b>	<b>-15%</b>

	FY 2015-16 Actual	FY 2016-17 Adj Budget	FY 2016-17 Projected	FY 2017-18 Budget	% Bud 16-17 To Bud 17-18
<b>Category Expenditure Summary</b>					
Personnel	1,241,706	1,060,950	939,380	1,372,470	29%
Supplies	3,163	3,200	3,150	4,550	42%
Contractual Services	308,438	594,530	563,630	39,950	-93%
Other Charges	2,934	3,430	1,390	3,350	-2%
Interdepartmental Charges	154,300	174,220	174,220	157,520	-10%
<b>Total Program Budget</b>	<b>1,710,541</b>	<b>1,836,330</b>	<b>1,681,770</b>	<b>1,577,840</b>	<b>-14%</b>
Capital/One-Time Studies	248	16,500	16,500	0	-100%
<b>Total Planning Budget</b>	<b>\$1,710,789</b>	<b>\$1,852,830</b>	<b>\$1,698,270</b>	<b>\$1,577,840</b>	<b>-15%</b>

<b>Personnel Summary</b>	10.25	8.75	8.75	10.00
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### Significant Changes:

Decrease of \$498,540 in other contractual services in Long Range Planning due to Housing Element and Local Coastal Plan projects completed in FY 2016-17.

# Community Development

## Code Compliance Division Summary

### Purpose Statement

To preserve and improve the integrity of neighborhood environments and ensure cleaner, healthier and safer quality of life for the community by ensuring compliance with specific City, Housing, Building, and Zoning codes and maintain positive relations by promoting a spirit of cooperation, and encouraging voluntary compliance through reasonable compliance timeframes, education, enforcement and abatement.

### Code Compliance Division Services

- Receive community concerns and complaints regarding violations of the Public Nuisance, IPMC, Zoning, Sign, Noise, and specific City Codes.
- Investigate and resolve complaints to ensure compliance with applicable City Code requirements.
- Maintain statistical data on each case to ensure compliance and reporting capability.
- Inspect tenant housing complaints.
- Manage and implement the Volunteer Code Compliance program.
- Manage and implement weed abatement programs.

Program Summary	FY 2015-16 Actual	FY 2016-17 Adj Budget	FY 2016-17 Projected	FY 2017-18 Budget	% Bud 16-17 To Bud 17-18
Code Compliance	751,231	929,840	644,910	774,890	-17%
Weed Abatement	135,889	140,400	140,400	156,000	11%
<b>Total Code Compliance Budget</b>	<b>\$887,120</b>	<b>\$1,070,240</b>	<b>\$785,310</b>	<b>\$930,890</b>	<b>-13%</b>

Category Expenditure Summary	FY 2015-16 Actual	FY 2016-17 Adj Budget	FY 2016-17 Projected	FY 2017-18 Budget	% Bud 16-17 To Bud 17-18
Personnel	504,500	559,010	405,810	628,730	12%
Supplies	1,053	3,990	4,080	9,750	144%
Contractual Services	297,800	419,210	287,390	194,400	-54%
Other Charges	267	550	550	1,290	135%
Interdepartmental Charges	83,500	87,480	87,480	96,720	11%
<b>Total Program Budget</b>	<b>887,120</b>	<b>1,070,240</b>	<b>785,310</b>	<b>930,890</b>	<b>-13%</b>
Capital/One-Time Studies	0	0	0	0	0%
<b>Total Code Compliance Budget</b>	<b>\$887,120</b>	<b>\$1,070,240</b>	<b>\$785,310</b>	<b>\$930,890</b>	<b>-13%</b>

<b>Personnel Summary</b>	4.90	5.00	5.00	6.00
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### Significant Changes:

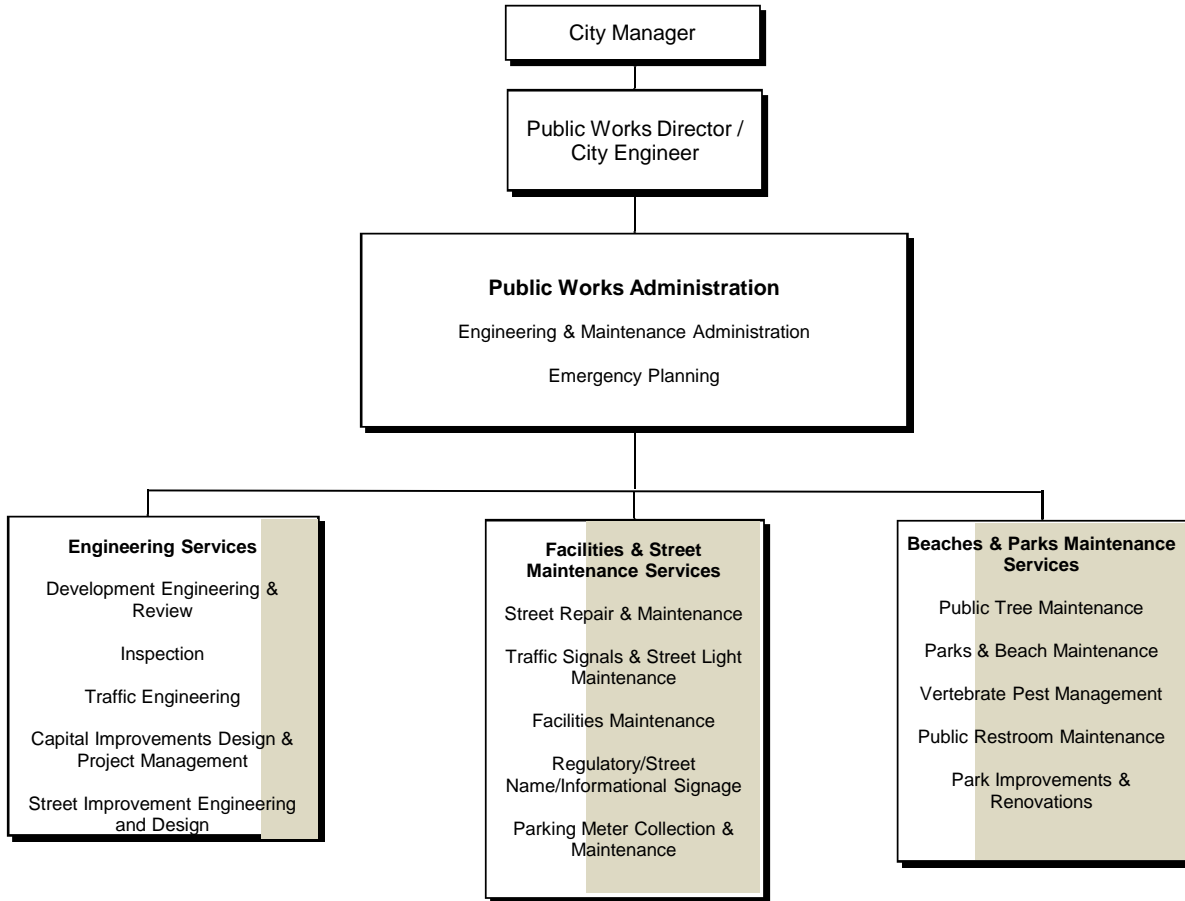
\$5,580 increase to small tools and equipment included in supplies, for the purchase of City Vehicle Safety kits and vehicle-mounted computer stands for fleet vehicles.

\$198,520 decrease in other contractual services due to temporary staffing services in FY 2016-17.

# Public Works

**Department Overview:**

The Public Works Department consists of the Public Works Administration, Engineering, Public Works Maintenance Services, Beaches & Parks Maintenance, Utilities and Environmental divisions. The department is responsible for developing, operating and maintaining City infrastructure, providing safe water supplies, providing proper sanitary disposal of waste, improving local water quality, and emergency planning.



*Shading indicates contracted services*

# Public Works

## Department Summary

Department Summary	FY 2015-16 Actual	FY 2016-17 Adj Budget	FY 2016-17 Projected	FY 2017-18 Budget	% Bud 16-17 To Bud 17-18
Public Works Admin.	487,061	446,630	422,950	771,770	73%
Engineering	2,380,708	7,487,890	7,185,640	3,847,640	-49%
City Maintenance Services	3,806,969	4,687,840	4,835,290	5,189,860	11%
Beaches/Parks Maintenance	5,788,804	9,366,120	8,885,650	6,767,590	-28%
<b>Total Public Works Budget</b>	<b>\$12,463,542</b>	<b>\$21,988,480</b>	<b>\$21,329,530</b>	<b>\$16,576,860</b>	<b>-25%</b>

Category Expenditure Summary	FY 2015-16 Actual	FY 2016-17 Adj Budget	FY 2016-17 Projected	FY 2017-18 Budget	% Bud 16-17 To Bud 17-18
Personnel	5,734,324	6,406,280	5,823,380	6,170,380	-4%
Supplies	565,278	724,380	713,560	786,090	9%
Contractual Services	3,703,677	5,680,590	5,783,630	5,085,990	-10%
Other Charges	15,087	12,450	11,780	13,410	8%
Interdepartmental Charges	1,042,614	975,410	975,410	1,036,390	6%
<b>Total Program Budget</b>	<b>11,060,980</b>	<b>13,799,110</b>	<b>13,307,760</b>	<b>13,092,260</b>	<b>-5%</b>
Capital/One-Time Studies	1,402,562	8,189,370	8,021,770	3,484,600	-57%
<b>Total Public Works Budget</b>	<b>\$12,463,542</b>	<b>\$21,988,480</b>	<b>\$21,329,530</b>	<b>\$16,576,860</b>	<b>-25%</b>

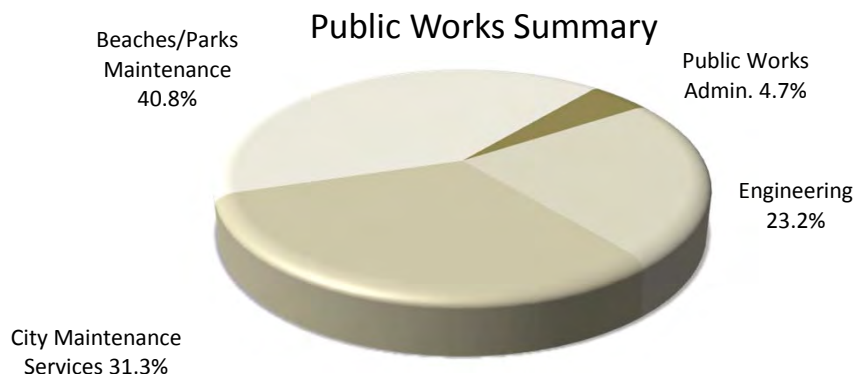
<b>Personnel Summary</b>	49.15	48.40	48.40	47.40
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### Accomplishments for FY 2016-17

- Started construction of the N. ECR Bike/Pedestrian Path, Camino Del Rio roundabouts, and Concordia Safe Routes to Schools projects.
- Opened Avenida La Pata and Camino Del Rio extensions
- Completed San Luis Rey Park playground replacements
- Started operation of "SCRides with Lyft" ridesharing and SC Trolley Shuttle programs
- Completed City-wide public tree inventory
- Completed first phase of LED streetlight replacements

### Key Initiatives for FY 2017-18

- Complete construction of the N. ECR Bike/Pedestrian Path, Camino Del Rio roundabouts, and Concordia Safe Routes to Schools projects.
- Start construction of Shorecliffs Safe Routes to School project
- Complete second phase of LED streetlight replacements
- Complete Rancho San Clemente playground equipment replacements
- Complete Marine Safety Building structural repair
- Complete the design for the Class I Bicycle and Pedestrian Pathway along Ave Pico from Camino Vera Cruz to Presidio
- Develop and implement a comprehensive tree policy and ordinance per the General Plan





# Public Works Administration Summary

## Purpose Statement

To provide leadership and coordination of engineering, design, maintenance and emergency planning functions to ensure timely, cost effective and efficient delivery of services to all City Departments and public in accordance with federal, state, and local regulation.

## Administration Services

- Direct activities of the Transportation Engineering, Facilities and Beaches/Parks Maintenance, Capital Projects Design, Development Engineering and Public Works Inspection, and Emergency Planning Divisions.
- Develop and monitor annual operating and capital improvement project budgets.
- trails, medians, public trees, parking lots, meters, and street sweeping services.
- Develop and implement emergency response operating plans and conduct related readiness training.

Program Summary	FY 2015-16 Actual	FY 2016-17 Adj Budget	FY 2016-17 Projected	FY 2017-18 Budget	% Bud 16-17 To Bud 17-18
Public Works Admin.	324,641	295,280	280,850	472,770	60%
Emergency Planning	162,420	151,350	142,100	299,000	98%
<b>Total Public Works Admin Budget</b>	<b>\$487,061</b>	<b>\$446,630</b>	<b>\$422,950</b>	<b>\$771,770</b>	<b>73%</b>

Category Expenditure Summary	FY 2015-16 Actual	FY 2016-17 Adj Budget	FY 2016-17 Projected	FY 2017-18 Budget	% Bud 16-17 To Bud 17-18
Personnel	386,182	346,100	336,600	654,210	89%
Supplies	17,903	8,200	4,800	8,000	-2%
Contractual Services	4,769	19,790	10,010	9,840	-50%
Other Charges	9,847	4,460	3,460	9,610	115%
Interdepartmental Charges	68,360	68,080	68,080	90,110	32%
<b>Total Program Budget</b>	<b>487,061</b>	<b>446,630</b>	<b>422,950</b>	<b>771,770</b>	<b>73%</b>
Capital/One-Time Studies	0	0	0	0	0%
<b>Total Public Works Admin Budget</b>	<b>\$487,061</b>	<b>\$446,630</b>	<b>\$422,950</b>	<b>\$771,770</b>	<b>73%</b>

<b>Personnel Summary</b>	2.50	2.00	2.00	3.00
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## Significant Changes:

\$290,000 increase in Personnel is the result increases based on staffing changes, including allocation of administrative support staff to the administration program.

\$10,000 decrease in other legal services

\$5,300 increase in Boards and Commissions expenses

# Public Works

## Engineering Services Summary

### Purpose Statement

To provide professional engineering services for the planning, design, construction, inspection and maintenance of City infrastructure to meet existing and future demands for adequate services, that include transportation, park facilities, water supply and distribution, sewage collection and treatment, environmental protection, and drainage collection and conveyance.

### Engineering Division Services

- Provide engineering design, administration and construction of public works projects.
- Issue residential/commercial development grading and construction inspection permits, right-of-way encroachment permits and transportation permits.
- Provide transportation, traffic, and parking services.
- Process development projects and coordinate with Planning and Building divisions for development project reviews.
- Conduct inspections of grading, water, sewer, streets, drainage and City facility projects to ensure conformance with approved plans and specifications.

<b>Program Summary</b>	<b>FY 2015-16 Actual</b>	<b>FY 2016-17 Adj Budget</b>	<b>FY 2016-17 Projected</b>	<b>FY 2017-18 Budget</b>	<b>% Bud 16-17 To Bud 17-18</b>
Development Engineering	-337,748	233,800	152,870	588,410	152%
Inspection	311,537	306,500	305,910	305,800	0%
Traffic	572,932	1,620,140	1,597,190	576,090	-64%
Design & Development	1,668,800	1,805,670	1,695,260	-54,980	-103%
Streets Engineering	0	0	0	568,120	100%
Major Street Maintenance	165,187	3,521,780	3,434,410	1,864,200	-47%
<b>Total Engineering Budget</b>	<b>\$2,380,708</b>	<b>\$7,487,890</b>	<b>\$7,185,640</b>	<b>\$3,847,640</b>	<b>-49%</b>

<b>Category Expenditure Summary</b>	<b>FY 2015-16 Actual</b>	<b>FY 2016-17 Adj Budget</b>	<b>FY 2016-17 Projected</b>	<b>FY 2017-18 Budget</b>	<b>% Bud 16-17 To Bud 17-18</b>
Personnel	3,034,681	3,163,440	3,047,540	2,669,650	-16%
Supplies	14,973	19,180	11,220	15,450	-19%
Contractual Services	-989,593	281,660	189,830	-807,440	-387%
Other Charges	4,475	6,490	6,420	1,900	-71%
Interdepartmental Charges	146,766	92,300	92,300	108,480	18%
<b>Total Program Budget</b>	<b>2,211,302</b>	<b>3,563,070</b>	<b>3,347,310</b>	<b>1,988,040</b>	<b>-44%</b>
Capital/One-Time Studies	169,406	3,924,820	3,838,330	1,859,600	-53%
<b>Total Engineering Budget</b>	<b>\$2,380,708</b>	<b>\$7,487,890</b>	<b>\$7,185,640</b>	<b>\$3,847,640</b>	<b>-49%</b>

<b>Personnel Summary</b>	21.35	21.10	21.10	19.10

### Significant Changes:

\$1,045,900 decrease in other contractual services for Traffic program due to Transit/Circulators Rideshare Beta Test Rider project in FY 2016-17.

Engineering charges were moved from Development Engineering program to Design and Development

\$120,000 temporary services were decreased for Design and Development

Streets Engineering is new program budgeted for FY 2017-18.

# Public Works

## Facilities and Street Maintenance Services

### Purpose Statement

To provide proactive and cost effective maintenance support services for the City's facilities and structures to achieve their maximum expected design life and to ensure a safe environment for the public and City employees.

### City Maintenance Services

- Maintain and repair City-owned streets, sidewalks, traffic signals, traffic signs, street striping, parking meters and pay stations, street lights, and unimproved storm drainage channels.
- Maintain City facilities and buildings.
- Manage contract street sweeping program.
- Support Engineering Division (Traffic Transportation) to manage traffic flow through coordinating traffic signals.
- Support the Street Improvement Program, Major Street Maintenance and Slurry Seal programs.

Program Summary	FY 2015-16	FY 2016-17	FY 2016-17	FY 2017-18	% Bud 16-17
	Actual	Adj Budget	Projected	Budget	To Bud 17-18
Traffic Signals	866,095	835,290	828,260	847,970	2%
Traffic Maintenance	379,115	391,030	389,970	403,420	3%
Maintenance Services Admin.	427,468	554,210	553,390	597,820	8%
Street Maintenance & Repair	537,962	621,430	634,820	731,720	18%
Senior Center Facility	49,254	67,910	61,290	68,910	1%
Parking Maintenance	229,768	226,580	194,440	279,320	23%
Facilities Maintenance	813,114	1,414,590	1,615,070	1,690,220	19%
Street Lighting	504,193	576,800	558,050	570,480	-1%
<b>Total City Maintenance Services Budget</b>	<b>\$3,806,969</b>	<b>\$4,687,840</b>	<b>\$4,835,290</b>	<b>\$5,189,860</b>	<b>11%</b>

Category Expenditure Summary	FY 2015-16	FY 2016-17	FY 2016-17	FY 2017-18	% Bud 16-17
	Actual	Adj Budget	Projected	Budget	To Bud 17-18
Personnel	1,699,860	1,998,640	1,892,670	2,184,850	9%
Supplies	283,303	369,450	369,950	443,090	20%
Contractual Services	1,214,988	1,459,560	1,712,080	1,720,100	18%
Other Charges	531	900	1,300	1,300	44%
Interdepartmental Charges	575,278	567,290	567,290	590,520	4%
<b>Total Program Budget</b>	<b>3,773,960</b>	<b>4,395,840</b>	<b>4,543,290</b>	<b>4,939,860</b>	<b>12%</b>
Capital/One-Time Studies	33,009	292,000	292,000	250,000	-14%
<b>Total City Maintenance Services Budget</b>	<b>\$3,806,969</b>	<b>\$4,687,840</b>	<b>\$4,835,290</b>	<b>\$5,189,860</b>	<b>11%</b>

Personnel Summary	19.30	19.30	19.30	19.30

### Significant Changes:

\$186,210 increase in Personnel costs is primarily the result of staff changes between Beaches/Parks Maintenance and Facilities and Street Maintenance and cost of living increases.

\$245,860 increases to contractual services due to increases in electricity, custodial services and maintenance of buildings.

# Public Works

## Beaches/Parks Maintenance Services Summary

### Purpose Statement

To maintain and preserve beaches, parks, trails, medians, City maintenance landscapes, the City's urban forest and the pier in an efficient, safe and cost-effective manner.

### Beaches/Parks Maintenance Services

- Oversee maintenance for beaches, parks, trails, medians, public trees, and the utilities facilities landscape.
- Manage maintenance contractors to ensure compliance with expected service levels.
- Groom and clean sand on City beaches.
- Maintain park playground equipment to safety standards regulated by the Federal Government.

<b>Program Summary</b>	<b>FY 2015-16 Actual</b>	<b>FY 2016-17 Adj Budget</b>	<b>FY 2016-17 Projected</b>	<b>FY 2017-18 Budget</b>	<b>% Bud 16-17 To Bud 17-18</b>
Trail Maintenance	208,151	239,370	240,370	255,850	7%
VH Sports Park Maintenance	457,215	528,700	528,700	545,600	3%
Street Median & Trees	359,909	441,580	416,200	406,500	-8%
Streetscapes	434,305	492,610	487,610	523,640	6%
Park Maintenance	1,724,132	2,595,310	2,536,370	1,885,260	-27%
Beach Maintenance	1,432,234	3,504,210	3,465,280	1,842,280	-47%
Parks & Beach Maint. Administration	836,926	1,198,170	844,950	937,550	-22%
Steed Park Maintenance	335,932	366,170	366,170	370,910	1%
<b>Total Beaches/Parks Maint. Budget</b>	<b>\$5,788,804</b>	<b>\$9,366,120</b>	<b>\$8,885,650</b>	<b>\$6,767,590</b>	<b>-28%</b>

<b>Category Expenditure Summary</b>	<b>FY 2015-16 Actual</b>	<b>FY 2016-17 Adj Budget</b>	<b>FY 2016-17 Projected</b>	<b>FY 2017-18 Budget</b>	<b>% Bud 16-17 To Bud 17-18</b>
Personnel	613,601	898,100	546,570	661,670	-26%
Supplies	249,099	327,550	327,590	319,550	-2%
Contractual Services	3,473,513	3,919,580	3,871,710	4,163,490	6%
Other Charges	234	600	600	600	0%
Interdepartmental Charges	252,210	247,740	247,740	247,280	0%
<b>Total Program Budget</b>	<b>4,588,657</b>	<b>5,393,570</b>	<b>4,994,210</b>	<b>5,392,590</b>	<b>0%</b>
Capital/One-Time Studies	1,200,147	3,972,550	3,891,440	1,375,000	-65%
<b>Total Beaches/Parks Maint. Budget</b>	<b>\$5,788,804</b>	<b>\$9,366,120</b>	<b>\$8,885,650</b>	<b>\$6,767,590</b>	<b>-28%</b>

<b>Personnel Summary</b>	6.00	6.00	6.00	6.00
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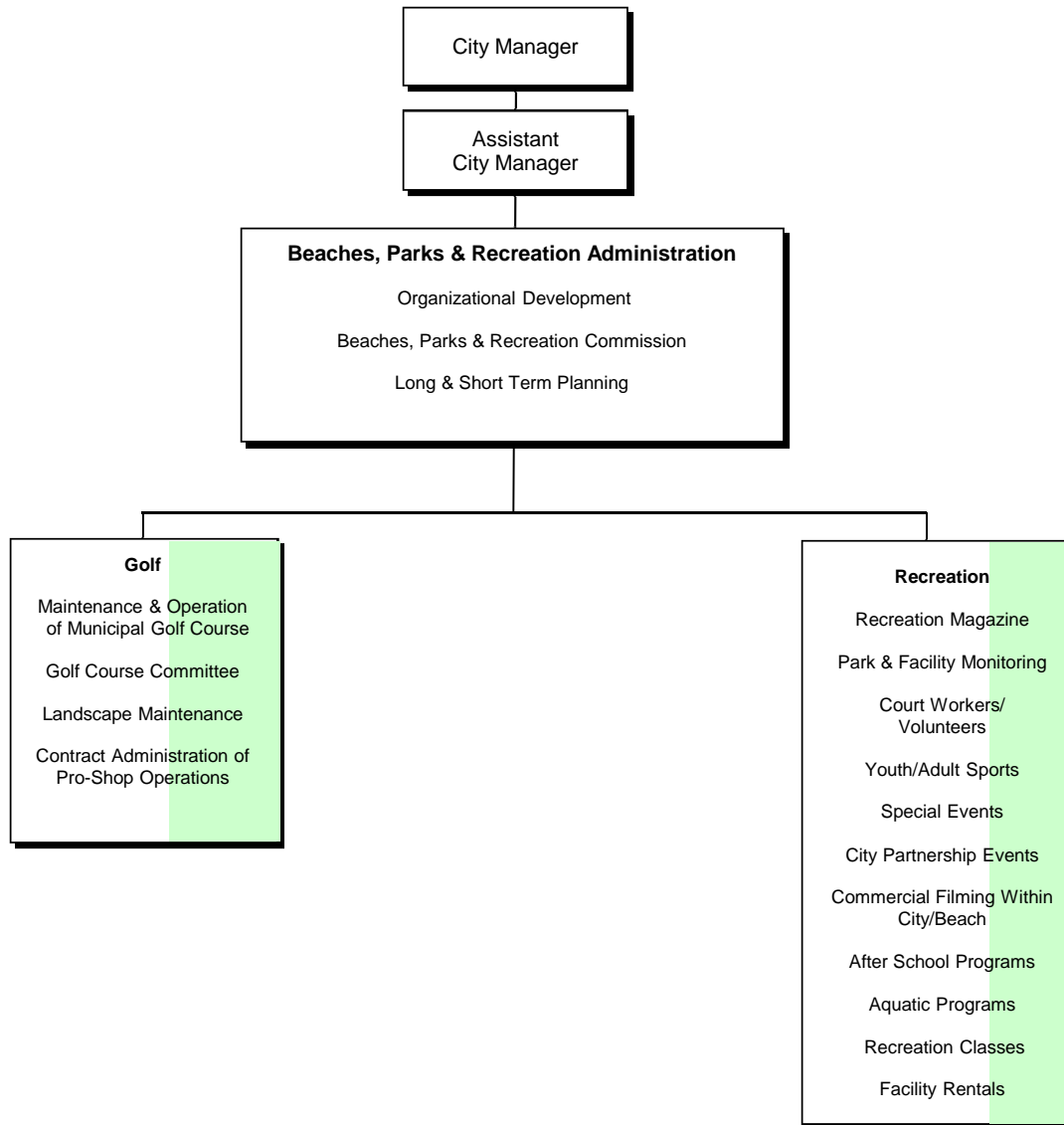
### Significant Changes:

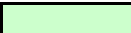
\$2.4 million decrease in improvements other than buildings due to completion of Bonita Canyon Park, Vista Bahia Park and T-Street Concession Restroom Rehabilitation, and Pier Structural Construction budgeted in FY 2016-17.

# Beaches, Parks & Recreation

## Department Overview:

The Beaches, Parks & Recreation Department consists of the Administration, Recreation, and Golf divisions. The department operates several key community resources and historic facilities, and offers a wide range of enriching programs, services, and community special events that contribute to the quality of life in San Clemente. From our famous pier and beaches, to our beautiful inland trails and hillsides, the department strives to serve the community's needs while helping to celebrate and preserve the many truly unique and special qualities that make San Clemente such an outstanding place to live, work, and play.



 Shading indicates contracted services

# Beaches, Parks & Recreation

## Department Summary

	FY 2015-16 Actual	FY 2016-17 Adj Budget	FY 2016-17 Projected	FY 2017-18 Budget	% Bud 16-17 To Bud 17-18
<b>Department Summary</b>					
Beaches, Parks & Rec. Admin.	134,885	245,330	235,900	326,860	33%
Recreation	7,715,627	4,684,970	4,563,450	4,461,100	-5%
<b>Total Beaches, Parks &amp; Rec. Budget</b>	<b>\$7,850,512</b>	<b>\$4,930,300</b>	<b>\$4,799,350</b>	<b>\$4,787,960</b>	<b>-3%</b>

	FY 2015-16 Actual	FY 2016-17 Adj Budget	FY 2016-17 Projected	FY 2017-18 Budget	% Bud 16-17 To Bud 17-18
<b>Category Expenditure Summary</b>					
Personnel	2,332,702	2,324,070	2,168,030	2,692,450	16%
Supplies	227,744	365,150	330,970	270,080	-26%
Contractual Services	549,090	783,640	761,300	601,590	-23%
Other Charges	733,680	664,870	746,480	789,340	19%
Interdepartmental Charges	346,190	382,820	382,820	434,500	13%
<b>Total Program Budget</b>	<b>4,189,406</b>	<b>4,520,550</b>	<b>4,389,600</b>	<b>4,787,960</b>	<b>6%</b>
Capital/One-Time Studies	3,661,106	409,750	409,750	0	-100%
<b>Total Beaches, Parks &amp; Rec. Budget</b>	<b>\$7,850,512</b>	<b>\$4,930,300</b>	<b>\$4,799,350</b>	<b>\$4,787,960</b>	<b>-3%</b>

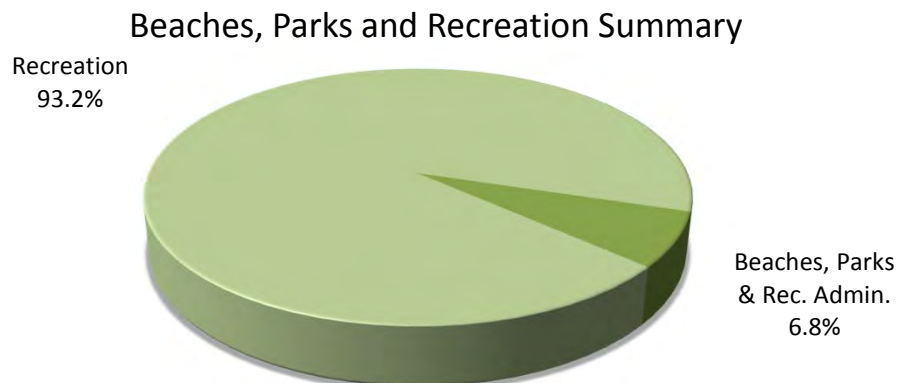
<b>Personnel Summary</b>	18.00	18.25	18.25	18.50
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### Accomplishments for FY 2016-17

- Re-opened Ole Hanson Beach Club
- Implemented pool and aquatic operations the Ole Hanson Beach Club
- Initiated a Beaches, Parks & Recreation Master Plan update
- Launched inaugural San Clemente Day
- Managed 52 City and partnered community events, including additional movies and concerts
- Renewed 50 recreation instructor contracts and added 7 additional new contractors
- Celebrated 10 years of Fun on the Run mobile Recreation services
- Implemented labor restructure of 2 Groundskeeper I positions to reduce labor costs at the Golf Course

### Key Initiatives for FY 2017-18

- Implement new recreation and registration software
- Complete updates to Beaches, Parks & Recreation Master Plan
- Manage Recreation Division organizational structure to better align with expanded operations and services
- Solidify all aquatics programs to address the needs of the community while operating two pool facilities
- Establish an additional set of tees at a significantly reduced yardage for beginning golfers
- Continue implementing labor restructuring as established employees retire from organization



# Beaches, Parks & Recreation

## Administration Division Summary

### Purpose Statement

To provide support, direction and oversight to Recreation Division and programs with an emphasis on community needs, environmental conservation, conserving historic facilities, providing enriching programs and special community events, and service to the public in an enjoyable and safe manner.

### Beaches, Parks & Recreation Administration Services

- Direct the Beaches, Parks and Recreation divisions of the City.
- Provide staff assistance to the Beaches, Parks & Recreation Commission.

	FY 2015-16 Actual	FY 2016-17 Adj Budget	FY 2016-17 Projected	FY 2017-18 Budget	% Bud 16-17 To Bud 17-18
<b>Program Summary</b>					
Beaches, Parks & Rec. Admin.	134,885	245,330	235,900	326,860	33%
<b>Total BP&amp;R Administration Budget</b>	<b>\$134,885</b>	<b>\$245,330</b>	<b>\$235,900</b>	<b>\$326,860</b>	<b>33%</b>

	FY 2015-16 Actual	FY 2016-17 Adj Budget	FY 2016-17 Projected	FY 2017-18 Budget	% Bud 16-17 To Bud 17-18
<b>Category Expenditure Summary</b>					
Personnel	101,607	113,260	112,160	265,970	135%
Supplies	3,685	11,380	9,030	10,480	-8%
Contractual Services	9,335	106,400	100,500	3,900	-96%
Other Charges	1,888	2,280	2,200	2,300	1%
Interdepartmental Charges	18,370	12,010	12,010	44,210	268%
<b>Total Program Budget</b>	<b>134,885</b>	<b>245,330</b>	<b>235,900</b>	<b>326,860</b>	<b>33%</b>
Capital/One-Time Studies	0	0	0	0	0%
<b>Total BP&amp;R Administration Budget</b>	<b>\$134,885</b>	<b>\$245,330</b>	<b>\$235,900</b>	<b>\$326,860</b>	<b>33%</b>

<b>Personnel Summary</b>	3.00	4.00	4.00	1.00
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### Significant Change:

\$100,000 decrease for Class recreation software replacement in FY 2016-17.

\$152,710 increase in personnel costs due to the Recreation Manager's position being added to Administration.

# Beaches, Parks & Recreation

## Recreation Division Summary

### Purpose Statement

To promote health, wellness, and quality of life through services and programs that strengthen a sense of place and community, promote cultural unity, and facilitate neighborhood and community problem solving.

### Recreation Services

- Develop and implement a variety of recreation programs and events for the community.
- Coordinate City services for community partnered events.
- Collaborate with community organizations to acquire funding and resources for programs.
- Provide exceptional customer service to residents.
- Facilitate appropriate use of public facilities and parks through a permit process.

<b>Program Summary</b>	<b>FY 2015-16 Actual</b>	<b>FY 2016-17 Adj Budget</b>	<b>FY 2016-17 Projected</b>	<b>FY 2017-18 Budget</b>	<b>% Bud 16-17 To Bud 17-18</b>
Ole Hanson Beach Club (OHBC)	3,668,142	534,990	515,340	174,510	-67%
Community Center	474,073	530,530	562,540	527,150	-1%
Community Services	1,332,293	1,304,800	1,340,870	1,052,060	-19%
Aquatics	31,333	322,870	196,940	1,240,100	284%
VH Sports Field/SC Aquatics Facility	1,515,790	1,322,240	1,369,970	711,360	-46%
Steed Park Operations	124,478	136,210	119,730	138,080	1%
Recreation Programs/Events	569,518	533,330	458,060	617,840	16%
<b>Total Recreation Budget</b>	<b>\$7,715,627</b>	<b>\$4,684,970</b>	<b>\$4,563,450</b>	<b>\$4,461,100</b>	<b>-5%</b>

<b>Category Expenditure Summary</b>	<b>FY 2015-16 Actual</b>	<b>FY 2016-17 Adj Budget</b>	<b>FY 2016-17 Projected</b>	<b>FY 2017-18 Budget</b>	<b>% Bud 16-17 To Bud 17-18</b>
Personnel	2,231,095	2,210,810	2,055,870	2,426,480	10%
Supplies	224,059	353,770	321,940	259,600	-27%
Contractual Services	539,755	677,240	660,800	597,690	-12%
Other Charges	731,792	662,590	744,280	787,040	19%
Interdepartmental Charges	327,820	370,810	370,810	390,290	5%
<b>Total Program Budget</b>	<b>4,054,521</b>	<b>4,275,220</b>	<b>4,153,700</b>	<b>4,461,100</b>	<b>4%</b>
Capital/One-Time Studies	3,661,106	409,750	409,750	0	-100%
<b>Total Recreation Budget</b>	<b>\$7,715,627</b>	<b>\$4,684,970</b>	<b>\$4,563,450</b>	<b>\$4,461,100</b>	<b>-5%</b>

<b>Personnel Summary</b>	15.00	14.25	14.25	17.50
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### Significant Changes:

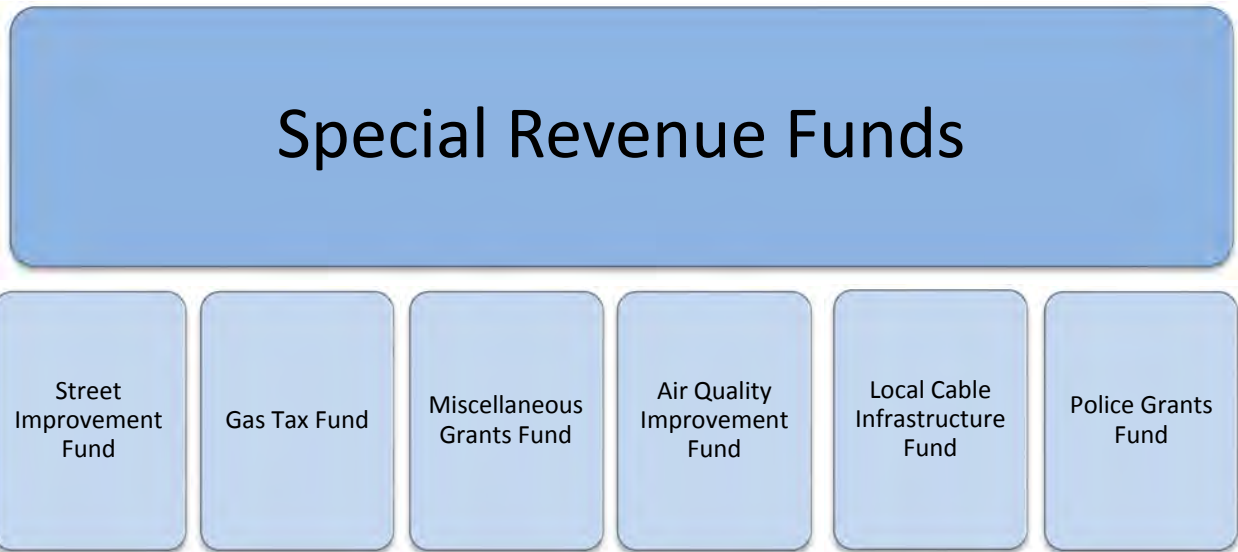
\$215,670 increase in Personnel costs are mostly related to Ole Hanson Beach Club (OHBC) reopening in FY 2016-17.

\$409,750 decrease in capital expenditures is related to OHBC construction completion in FY 2016-17.

\$124,450 in Other charges for contract class instructors related to additional class offerings.



**Special Revenue Funds** are used to account for the proceeds of specific revenue sources that are restricted by law or administrative action to expenditures for specific purposes.



# Street Improvement Fund

042-848

**Description:** The Street Improvement Fund was a benefit assessment district approved by the City Council on July 19, 1995, established to provide a designated fund for the rehabilitation of City streets. This assessment district expired in FY 2011-12, but the fund is utilized for rehabilitation of City streets with other revenue amounts.

**Funding Source:** Revenue sources include Measure M monies, contributions from the City's General Fund and investment earnings. In addition, Water and Sewer projects are coordinated with street improvement projects to minimize surface reconstruction costs. Funds for these projects are transferred in from the applicable Water and Sewer Depreciation

**Legal Basis:** Measure M monies are governed by the County of Orange Transportation Authority and are restricted. The General Fund and Other Fund transfers are not legally restricted.

**Budget Overview:** Revenues for FY 2018 include Measure M2 revenues in the amount of \$937,300, investment earnings of \$50,000 and transfers from other funds of \$956,290. Expenditures include a capital improvement of \$2.0 million for street improvement program project and \$300,000 for Alley Pavement Rehabilitation.

**Fund Balance:** Fund balance will be \$3.4 million at the end of FY 2017-18.

Description	FY 2015-16 Actual	FY 2016-17 Adj Budget	FY 2016-17 Projected	FY 2017-18 Budget	% Budget 16-17 To Budget 17-18
<b>Beginning Balance</b>	<b>\$7,210,751</b>	<b>\$7,501,200</b>	<b>\$7,501,200</b>	<b>\$4,310,800</b>	<b>-43%</b>
<b>Revenues:</b>					
Street Improvement Assessments	919	0	0	0	0%
Penalties on Delinquent Taxes	384	0	0	0	0%
Measure M2 Apportionment	906,069	937,300	906,070	937,300	0%
Investment Earnings	87,164	40,000	57,000	50,000	25%
Miscellaneous Income	47,800	0	77,600	0	0%
Transfer from General Fund	756,290	756,290	756,290	756,290	0%
Transfer from Local Drainage Fund	0	30,000	30,000	0	-100%
Transfer from Sewer Depreciation	0	165,000	165,000	100,000	-39%
Transfer from Water Depreciation	0	100,000	100,000	100,000	0%
<b>Total Revenues</b>	<b>1,798,626</b>	<b>2,028,590</b>	<b>2,091,960</b>	<b>1,943,590</b>	<b>-4%</b>
<b>Expenditures:</b>					
Contractual Services	46,250	525,000	180,000	575,000	10%
Capital Improvements*	1,461,931	5,713,760	5,085,460	2,300,000	-60%
Interdepartmental Charges	0	16,900	16,900	16,160	-4%
<b>Total Expenditures</b>	<b>1,508,181</b>	<b>6,255,660</b>	<b>5,282,360</b>	<b>2,891,160</b>	<b>-54%</b>
<b>Ending Balance</b>	<b>\$7,501,196</b>	<b>\$3,274,130</b>	<b>\$4,310,800</b>	<b>\$3,363,230</b>	<b>3%</b>

# Street Improvement Fund

<b>*Detail of Capital Improvements:</b>	<b>FY 2015-16</b>	<b>FY 2016-17</b>	<b>FY 2016-17</b>	<b>FY 2017-18</b>	<b>% Budget 16-17</b>
	<b>Actual</b>	<b>Adj Budget</b>	<b>Projected</b>	<b>Budget</b>	<b>To Budget 17-18</b>
Pavement Core Drilling	0	9,700	9,700	0	-100%
Calle De Los Molinos	735,216	281,890	281,890	0	-100%
Calle Valle	288,841	292,110	292,110	0	-100%
Avenida Vaquero Rehabilitation	24	19,330	19,330	0	-100%
Via Pico Plaza Rehabilitation	0	114,040	114,040	0	-100%
Ave Presidio Rehabilitation - Phase II	1,292	378,750	378,750	0	-100%
Calle Frontera	5,195	628,300	0	0	-100%
Avenida De La Estrella	430,688	109,310	109,310	0	-100%
Avenida Navarro	0	310,000	310,000	0	-100%
Calle Los Molinos	675	504,330	504,330	0	-100%
Ave Palizada	0	156,000	156,000	0	-100%
Ave Presidio	0	800,000	800,000	0	-100%
Ave Vaquero	0	750,000	750,000	0	-100%
S. La Esperanza	0	460,000	460,000	0	-100%
Via Alegre	0	337,000	337,000	0	-100%
Via Cascadita	0	358,000	358,000	0	-100%
Via Montego	0	205,000	205,000	0	-100%
Alley Pavement Rehabilitation	0	0	0	300,000	100%
Street Improvement Program	0	0	0	2,000,000	100%
<b>Total Capital Improvements</b>	<b>\$1,461,931</b>	<b>\$5,713,760</b>	<b>\$5,085,460</b>	<b>\$2,300,000</b>	<b>-60%</b>

# Gas Tax Fund

## 012-861/013-802

**Description:** The Gas Tax Fund is utilized for new construction and the reconstructing of City streets and the placement of asphalt concrete overlays of one inch or more in thickness. The fund also provides for the improvement and maintenance of county arterial bikeways and pedestrian walkways.

**Funding Source:** The main revenue sources for this fund are Gas Tax apportionments (2103, 2105, 2106, 2107, 2107.5) and Traffic Congestion Relief funds. Measure M revenues in this fund are grant revenues that are related to specific capital projects.

**Legal Basis:** This fund is governed by the California Street & Highways Code. Resources in this fund are restricted.

**Budget Overview:** Revenues for this fund include Gas taxes, grants, transfers, and other State program receipts. Three projects, totaling \$1.4 million including \$700,000 for Arterial Street Pavement Maintenance, \$532,000 for Ave. Vista Hermosa - Turqueza to Vera Cruz, and \$175,000 for Traffic Signal Conversions are scheduled for FY 2017-18. Transfers include \$490,930 to the General Fund.

**Fund Balance:** Fund balance will decrease to \$1.2 million at the end of FY 2017-18.

Description	FY 2015-16 Actual	FY 2016-17 Adj Budget	FY 2016-17 Projected	FY 2017-18 Budget	% Budget 16-17 To Budget 17-18
<b>Beginning Balance</b>	<b>\$6,596,582</b>	<b>\$6,724,200</b>	<b>\$6,724,200</b>	<b>\$1,642,940</b>	<b>-76%</b>
<b>Revenues:</b>					
2103 Motor Vehicle Fuel Tax	335,952	154,000	157,990	265,230	72%
2105 Apportionment (Prop. 111)	367,183	408,000	384,840	385,030	-6%
2106 Apportionment	242,089	204,000	237,220	237,350	16%
2107 Apportionment	478,122	567,000	497,110	497,410	-12%
2107.5 Apportionment	7,500	7,500	7,500	7,500	0%
Measure M Grant	299,381	395,000	395,000	0	-100%
OCTA Senior Transportation	69,340	72,980	69,000	72,980	0%
Investment Earnings	71,930	45,450	50,200	60,300	33%
Other Federal Grants	0	791,900	665,000	0	-100%
Other State Grants	76,087	0	0	0	0%
Transfer from General Fund	14,000	14,590	14,590	14,590	0%
Transfer from Other Funds	0	1,000,000	1,000,000	0	-100%
<b>Total Revenues</b>	<b>1,961,584</b>	<b>3,660,420</b>	<b>3,478,450</b>	<b>1,540,390</b>	<b>-58%</b>
<b>Expenditures:</b>					
Contractual Services	2,300	84,960	34,960	50,000	-41%
Other Charges	64,023	95,110	64,000	72,980	-23%
Capital Improvements*	1,269,049	8,498,910	7,996,800	1,407,000	-83%
Interfund Charges	4,190	25,020	25,020	5,400	-78%
Transfer to General Fund	481,701	408,930	408,930	490,930	20%
Transfer to Storm Drain Fund	0	30,000	30,000	0	-100%
Transfer to Information Technology	12,700	0	0	0	0%
<b>Total Expenditures</b>	<b>1,833,963</b>	<b>9,142,930</b>	<b>8,559,710</b>	<b>2,026,310</b>	<b>-78%</b>
<b>Ending Balance</b>	<b>\$6,724,203</b>	<b>\$1,241,690</b>	<b>\$1,642,940</b>	<b>\$1,157,020</b>	<b>-7%</b>

# Gas Tax Fund

<b>*Detail of Capital Improvements:</b>	<b>FY 2015-16</b>	<b>FY 2016-17</b>	<b>FY 2016-17</b>	<b>FY 2017-18</b>	<b>% Budget 16-17</b>
	<b>Actual</b>	<b>Adj Budget</b>	<b>Projected</b>	<b>Budget</b>	<b>To Budget 17-18</b>
Camino Del Rio & Ave. La Pata Extension	155,012	427,880	404,540	0	-100%
Los Mares/Vaquero Street Reconstruction	28,399	306,090	131,600	0	-100%
Avenida Pico Traffic Signal Synchronziation	11,029	20,350	16,530	0	-100%
Camino De Los Mares Rehabilitation	816	0	0	0	0%
El Camino Real Traffic Signal Synchronization	10,193	1,990	-160	0	-100%
North El Camino Real Bike Lane	69,349	1,243,340	1,156,060	0	-100%
Ave Vista Hermosa Traffic Signal Sync	91,012	44,360	41,910	0	-100%
Camino De Los Mares Traffic Signal Sync	83,356	38,560	36,110	0	-100%
El Camino Real (ECR) Rehabilitation	4,485	713,690	712,350	0	-100%
ECR - Ave Valencia to Ave Mendocino	38,795	1,017,960	1,016,940	0	-100%
Avenida La Pata - Onda to Extremo	651,122	82,180	0	0	-100%
Improvements other than buildings	0	60,000	0	0	-100%
Avenida Pico - Courtyards to Pedriza	15,337	355,660	345,500	0	-100%
Camino Del Rio - Los Mares to end	16,418	1,023,580	1,012,820	0	-100%
Concordia Elementary Safe Routes to School	93,726	32,270	10,270	0	-100%
Ave Pico - Amanacer to Courtyards	0	1,215,000	1,203,510	0	-100%
Ave Pico - Los Molinos to Pico Plaza	0	450,000	450,000	0	-100%
Camino Capistrano ECR to Del Gado Road	0	136,000	134,330	0	-100%
Camino De Estrella - I-5 to City Limit	0	150,000	150,000	0	-100%
Camino Los Mares - Ave Vaquero to 1-5	0	100,000	100,000	0	-100%
Camino Los Mares - Vera Cruz to City Limit	0	210,000	204,490	0	-100%
Camino Mira Costa - Estrella to City Limit	0	170,000	170,000	0	-100%
Intersection Control for Camino Vera Cruz/Costa	0	600,000	600,000	0	-100%
Traffic Signals Protected/Permissive Conversion	0	100,000	100,000	175,000	75%
Arterial Street Pavement Maintenance	0	0	0	700,000	100%
Ave Vista Hermosa - Turqueza to Vera Cruz	0	0	0	532,000	100%
<b>Total Capital Improvements</b>	<b>\$1,269,049</b>	<b>\$8,498,910</b>	<b>\$7,996,800</b>	<b>\$1,407,000</b>	<b>-83%</b>

# Miscellaneous Grants Fund

017-990

**Description:** The Miscellaneous Grants Fund is comprised of Federal Housing and Urban Development Community Development Block Grants (C.D.B.G.) and other grants received by the City for various projects related to community programs and public improvements.

**Funding Source:** The major source of revenue for this fund is C.D.B.G. monies.

**Legal Basis:** Resources in this fund are restricted based on the grant agreement.

**Budget Overview:** Housing rehabilitation for low income households and funding for public infrastructure improvements continue to be the major program initiatives funded for FY 2017-18.

**Fund Balance:** The FY 2017-18 fund balance of \$332,280 is non-spendable and comprised of rehabilitation loans receivable.

Description	FY 2015-16 Actual	FY 2016-17 Adj Budget	FY 2016-17 Projected	FY 2017-18 Budget	% Budget 16-17 To Budget 17-18
<b>Beginning Balance</b>	<b>\$386,089</b>	<b>\$436,080</b>	<b>\$436,080</b>	<b>\$262,330</b>	<b>-40%</b>
<b>Revenues:</b>					
CDBG Home Rehabilitation	44,227	75,000	75,000	75,000	0%
Public Facilities/Infrastructure Grant	213,066	633,230	161,000	408,000	-36%
Commercial Rehabilitation Grant	18,766	20,000	4,000	20,000	0%
Public Services Grant	46,710	51,760	51,760	51,760	0%
CDBG Administration Grant	66,280	69,020	69,020	69,020	0%
Interest Earnings	197	0	0	0	0%
Program Income	39,286	10,000	10,000	10,000	0%
<b>Total Revenues</b>	<b>428,532</b>	<b>859,010</b>	<b>370,780</b>	<b>633,780</b>	<b>-26%</b>
<b>Expenditures:</b>					
Personnel	51,855	5,340	1,350	10,850	103%
Contractual Services	40,661	154,500	128,000	156,500	1%
Other Charges	53,100	117,820	54,000	44,000	-63%
Capital Outlay	213,065	664,600	339,240	330,000	-50%
Interfund Transfers	15,610	17,760	17,760	17,760	0%
Interfund Charges	4,250	4,180	4,180	4,720	13%
<b>Total Expenditures</b>	<b>378,541</b>	<b>964,200</b>	<b>544,530</b>	<b>563,830</b>	<b>-42%</b>
<b>Ending Balance</b>	<b>\$436,080</b>	<b>\$330,890</b>	<b>\$262,330</b>	<b>\$332,280</b>	<b>0%</b>
<b>Programs:</b>					
<b>C.D.B.G. Housing Rehabilitation</b>					
Contractual Services	16,534	75,000	75,000	75,000	0%
Other Charges	22,000	83,820	20,000	10,000	-88%
<b>C.D.B.G. Commercial Rehabilitation</b>					
Contractual Services	18,766	20,000	5,000	20,000	0%
<b>Public Services</b>					
Other Charges	31,100	34,000	34,000	34,000	0%
Transfer to General Fund	15,610	17,760	17,760	17,760	0%
<b>City Administration</b>					
Personnel	51,855	5,340	1,350	10,850	103%
Contractual Services	5,361	59,500	48,000	61,500	3%
Interdepartmental Charges	4,250	4,180	4,180	4,720	13%
<b>Public Facility/Infrastructure</b>					
Calle Puente Sidewalk (700 Block)	0	161,000	161,000	0	-100%
CDBG Sidewalk (Ave Palizada)	0	200,000	0	330,000	65%
CDBG Improvements (San Luis Rey Park)	0	197,400	175,000	0	-100%
Sidewalk Improvements	213,065	106,200	3,240	0	-100%
<b>Total Expenditures</b>	<b>\$378,541</b>	<b>\$964,200</b>	<b>\$544,530</b>	<b>\$563,830</b>	<b>-42%</b>

# Air Quality Improvement Fund

## 019-819

**Description:** The Air Quality Improvement Fund is utilized for programs designed to reduce air pollution from motor vehicles pursuant to either the California Clean Air Act of 1988 and/or the South Coast Air Quality Management District's (AQMD) plan prepared pursuant to Section 40460 of the California Health and Safety Code.

**Funding Source:** This fund receives revenue from the South Coast Air Quality Management District which levies a fee on motor vehicles registered within the District. Forty percent of the fees collected are distributed to cities in the district that have adopted mobile source air pollution reduction ordinances.

**Legal Basis:** The fees collected to support this fund are governed by the provisions of Section 44223 of the California Health and Safety Code. The City adopted Ordinance No. 1047 on April 17, 1991. This ordinance requires that the fees received be deposited into a separate Air Quality Improvement Fund, and be used for programs described above. Resources in this fund are restricted.

**Budget Overview:** Revenues of \$189,420 are budgeted to be received during FY 2018. Expenditures of \$80,000 for traffic calming program, \$35,000 for Radar Speed Signs, and \$119,567 to support trolley operations are budgeted in FY 2017-18.

**Fund Balance:** Fund balance will decrease to \$151,390 by the end of FY 2017-18.

Description	FY 2015-16 Actual	FY 2016-17 Adj Budget	FY 2016-17 Projected	FY 2017-18 Budget	% Budget 16-17 To Budget 17-18
<b>Beginning Balance</b>	<b>\$514,534</b>	<b>\$440,640</b>	<b>\$440,640</b>	<b>\$196,540</b>	<b>-55%</b>
<b>Revenues:</b>					
Other County Grants	0	542,900	542,900	106,420	-80%
Pollution Subventions	83,190	80,000	80,000	80,000	0%
Investment Earnings	4,904	3,000	3,000	3,000	0%
<b>Total Revenues</b>	<b>88,094</b>	<b>625,900</b>	<b>625,900</b>	<b>189,420</b>	<b>-70%</b>
<b>Expenditures:</b>					
Capital Improvements*	161,992	787,420	750,000	35,000	-96%
Contractual Services	0	80,000	80,000	199,570	149%
Transfer to 2106 Gas Tax Fund	0	40,000	40,000	0	-100%
<b>Total Expenditures</b>	<b>161,992</b>	<b>907,420</b>	<b>870,000</b>	<b>234,570</b>	<b>-74%</b>
<b>Ending Balance</b>	<b>\$440,636</b>	<b>\$159,120</b>	<b>\$196,540</b>	<b>\$151,390</b>	<b>-5%</b>
<b>*Detail of Capital Improvements</b>					
North Beach Traffic Calming	144,992	14,420	0	0	-100%
Marblehead/N. ECR Sidewalk Improv.	0	100,000	100,000	0	-100%
Downtown Circulator/Trolley Update	17,000	23,000	0	0	-100%
Downtown Bicycle Racks	0	40,000	40,000	0	-100%
San Clemente Trolley Project	0	610,000	610,000	0	-100%
Radar Speed Signs - La Pata & Del Rio	0	0	0	35,000	100%
<b>Total Capital Improvements</b>	<b>\$161,992</b>	<b>\$787,420</b>	<b>\$750,000</b>	<b>\$35,000</b>	<b>-96%</b>

# Local Cable Infrastructure Fund

018-245

**Description:** The Local Cable Infrastructure Fund is utilized to account for restricted funds received from Local Cable Companies (video service franchises). These funds are restricted to be used for equipment and infrastructure needs for public, educational, and government programming.

**Funding Source:** This fund receives revenue from any State video service franchise operating within the City limits. The fee is equal to 1% of the gross revenue of that franchisee.

**Legal Basis:** The fees collected to support this fund are governed by the State of California "Digital Infrastructure and Video Competition Act" (DIVCA), set forth as Public Utilities Code Section 5800. The City adopted Ordinance No. 1503 on April 6, 2010. The fees collected are restricted to be used for capital costs for public, educational, or government access facilities.

**Budget Overview:** Revenues of \$225,000 are budgeted during FY 2017-18.

**Fund Balance:** Fund balance will be \$184,580 at the end of FY 2017-18.

Description	FY 2015-16 Actual	FY 2016-17 Adj Budget	FY 2016-17 Projected	FY 2017-18 Budget	% Budget 16-17 To Budget 17-18
<b>Beginning Balance</b>	<b>\$0</b>	<b>\$183,390</b>	<b>\$183,390</b>	<b>\$184,580</b>	<b>1%</b>
<b>Revenues:</b>					
Franchise Taxes	182,267	225,000	225,000	225,000	0%
Investment Earnings	1,209	0	1,100	0	0%
<b>Total Revenues</b>	<b>183,476</b>	<b>225,000</b>	<b>226,100</b>	<b>225,000</b>	<b>0%</b>
<b>Expenditures:</b>					
Capital Improvements*	83	224,910	224,910	225,000	0%
<b>Total Expenditures</b>	<b>83</b>	<b>224,910</b>	<b>224,910</b>	<b>225,000</b>	<b>0%</b>
<b>Ending Balance</b>	<b>\$183,393</b>	<b>\$183,480</b>	<b>\$184,580</b>	<b>\$184,580</b>	<b>1%</b>
<b>*Detail of Capital Improvements</b>					
Machinery and Equipment	83	224,910	224,910	225,000	0%
<b>Total Capital Improvements</b>	<b>\$83</b>	<b>\$224,910</b>	<b>\$224,910</b>	<b>\$225,000</b>	<b>0%</b>



# Police Grants Fund

## 002-217

**Description:** The Police Grants Fund was established in 2001 to track various Federal and State grants, donations to the Police Services programs and narcotic forfeiture monies.

**Funding Source:** This fund receives revenue from Federal grants (Local Law Enforcement Block Grant - LLEBG), State grants (Supplemental Law Enforcement and COPS), donations (Chaplains, Neighborhood Watch, Character Counts) and narcotic forfeitures. The grant monies from Local Law Enforcement and Supplemental Law Enforcement must be used for "front-line" enforcement such as additional personnel or field equipment. These are awarded on an annual basis. The COPS grant is allocated to the City from the State for the purpose of ensuring public safety. Donations are received from the community and local businesses for specific programs presented by the Sheriff's Department. Narcotic forfeiture monies are received from the Federal government for the City's participation in activities that recover cash or assets from convicted drug offenders.

**Legal Basis:** The fees collected to support this fund are governed by the provisions of the individual grants and are to be used for programs described above. Resources in this fund are restricted.

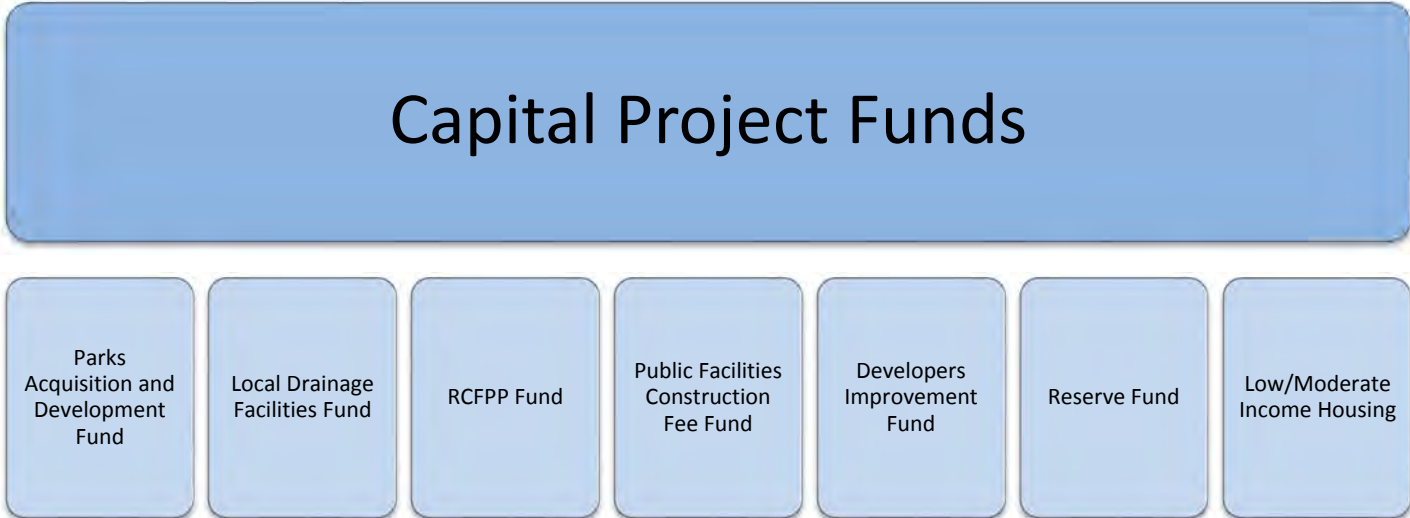
**Budget Overview:** A deputy position is partially funded by a state COPS grant of \$100,000. Donations to this fund are used to fund the Crime Prevention, Character Counts, Parent Project and Chaplain programs. Program expenses vary depending on the amount of donations received.

**Fund Balance:** Fund balance will increase to \$95,520 at the end of FY 2017-18.

Description	FY 2015-16 Actual	FY 2016-17 Adj Budget	FY 2016-17 Projected	FY 2017-18 Budget	% Budget 16-17 To Budget 17-18
<b>Beginning Balance</b>	<b>\$102,881</b>	<b>\$117,860</b>	<b>\$117,860</b>	<b>\$94,520</b>	<b>-20%</b>
<b>Revenues:</b>					
Federal & State Grants	117,201	100,000	100,000	100,000	0%
Investment Earnings	1,515	650	980	1,000	54%
Donations from Private Sources	0	0	0	0	0%
<b>Total Revenues</b>	<b>118,716</b>	<b>100,650</b>	<b>100,980</b>	<b>101,000</b>	<b>0%</b>
<b>Expenditures:</b>					
Contractual Services	100,000	100,000	100,000	100,000	0%
Other Charges	3,733	25,930	24,320	0	-100%
Capital Outlay	0	0	0	0	0%
<b>Total Expenditures</b>	<b>103,733</b>	<b>125,930</b>	<b>124,320</b>	<b>100,000</b>	<b>-21%</b>
<b>Ending Balance</b>	<b>\$117,864</b>	<b>\$92,580</b>	<b>\$94,520</b>	<b>\$95,520</b>	<b>3%</b>



**Capital Project Funds** account for the purchase or construction of major capital facilities.



# Parks Acquisition and Development Fund

031-862

**Description:** The Parks Acquisition and Development Fund was established to account for park development fees from all development sources and to control the distribution of funding for required park projects.

**Funding Source:** The Parks Acquisition and Development Fund is supported by park development fees.

**Legal Basis:** Revenues allocated to this fund are based on fees regulated by the Quimby Act. The Quimby Act, a California State law, requires developers to dedicate fees or land for public parks at a ratio of 5 acres per 1,000 residents in the new development. The fees collected are based upon the value of an acre of land within the development area. Resources in this fund are restricted.

**Budget Overview:** Revenues for this fund are primarily derived from development fees and interest on amounts held. One capital project is budgeted for FY 2017-18.

**Fund Balance:** The fund balance is budgeted to be \$1.5 million at the end of FY 2017-18.

Description	FY 2015-16 Actual	FY 2016-17 Adj Budget	FY 2016-17 Projected	FY 2017-18 Budget	% Budget 16-17 To Budget 17-18
<b>Beginning Balance</b>	<b>\$909,270</b>	<b>\$1,087,410</b>	<b>\$1,087,410</b>	<b>\$1,625,800</b>	<b>50%</b>
<b>Revenues:</b>					
Park Fees	200,808	23,600	35,000	23,600	0%
Investment Earnings	12,290	5,500	7,800	8,000	45%
Donation from Private Sources	0	0	536,750	50,000	100%
<b>Total Revenues</b>	<b>213,098</b>	<b>29,100</b>	<b>579,550</b>	<b>81,600</b>	<b>180%</b>
<b>Expenditures:</b>					
Capital Improvements*	25,635	28,850	28,850	150,000	420%
Interfund Charges	9,320	12,310	12,310	14,080	14%
<b>Total Expenditures</b>	<b>34,955</b>	<b>41,160</b>	<b>41,160</b>	<b>164,080</b>	<b>299%</b>
<b>Ending Balance</b>	<b>\$1,087,413</b>	<b>\$1,075,350</b>	<b>\$1,625,800</b>	<b>\$1,543,320</b>	<b>44%</b>
<b>*Detail of Capital Improvements</b>					
Courtney's Sand Castle	25,635	28,850	28,850	0	-100%
Ralph's Skate Park Lighting	0	0	0	150,000	100%
<b>Total Capital Improvements</b>	<b>\$25,635</b>	<b>\$28,850</b>	<b>\$28,850</b>	<b>\$150,000</b>	<b>420%</b>

# Local Drainage Facilities Fund

033-841

**Description:** The Local Drainage Facilities Fund was established in September 1983 to provide for the construction of drainage facilities within development areas. The four separate drainage basin areas within this fund are: Prima Deshecha, Segunda Deshecha, Marblehead Coastal and All Other Areas.

**Funding Source:** When a final parcel map or final tract map is filed with the City, a drainage fee is collected for deposit into the Local Drainage Facilities Fund. The monies derived from drainage fees are used to offset the cost of designing and constructing planned local drainage facilities designated in the Master Drainage Plan for the City.

**Legal Basis:** This fund was established by City Ordinance No. 874. Resources in this fund are restricted.

**Budget Overview:** Calle de Industrias/Los Molinos Storm Drain Extension project is budgeted for FY 2017-18.

**Fund Balance:** Fund balance will be at \$2.9 million at the end of FY 2017-18.

Description	FY 2015-16 Actual	FY 2016-17 Adj Budget	FY 2016-17 Projected	FY 2017-18 Budget	% Budget 16-17 To Budget 17-18
<b>Beginning Balance:</b>					
Res. For Prima Deshecha	47,825	36,800	36,800	0	-100%
Res. For Segunda Deshecha	2,830,335	2,836,270	2,836,270	2,694,095	-5%
Res. For Marblehead Coastal	109,620	105,400	105,400	81,085	-23%
Res. For Other Areas	938,542	929,530	929,530	499,330	-46%
<b>Total Beginning Balance</b>	<b>\$3,926,322</b>	<b>\$3,908,000</b>	<b>\$3,908,000</b>	<b>\$3,274,510</b>	<b>-16%</b>
<b>Revenues:</b>					
Drainage Fees	5,717	500	4,000	500	0%
Investment Earnings	45,443	24,000	28,000	30,000	25%
<b>Total Revenues</b>	<b>51,160</b>	<b>24,500</b>	<b>32,000</b>	<b>30,500</b>	<b>24%</b>
<b>Expenditures:</b>					
Contractual Services	60,253	234,020	234,020	0	-100%
Capital Improvements*	7,567	542,430	392,430	400,000	-26%
Interfund Charges	1,660	9,040	9,040	15,840	75%
Interfund Transfers	0	30,000	30,000	0	-100%
<b>Total Expenditures</b>	<b>69,480</b>	<b>815,490</b>	<b>665,490</b>	<b>415,840</b>	<b>-49%</b>
<b>Ending Balance:</b>					
Res. For Prima Deshecha	36,798	0	0	0	0%
Res. For Segunda Dechecha	2,836,277	2,541,154	2,694,095	2,311,317	-9%
Res. For Marblehead Coastal	105,402	80,978	81,085	79,788	-1%
Res. For Other Areas	929,525	494,878	499,330	498,065	1%
<b>Total Ending Balance</b>	<b>\$3,908,002</b>	<b>\$3,117,010</b>	<b>\$3,274,510</b>	<b>\$2,889,170</b>	<b>-7%</b>
<b>*Detail of Capital Improvements:</b>					
Calle Los Molinos/Calle Redonel SD	0	150,000	0	0	-100%
M00S05 Montalvo Canyon Outlet	7,567	392,430	392,430	0	-100%
Calle de Industrias/Los Molinos SD Ext.	0	0	0	400,000	100%
<b>Total Capital Improvements</b>	<b>\$7,567</b>	<b>\$542,430</b>	<b>\$392,430</b>	<b>\$400,000</b>	<b>-26%</b>

# RCFPP Fund

## 020-419

**Description:** On March 15, 1989, the City Council of the City of San Clemente adopted the Regional Circulation Financing and Phasing Program (RCFPP). The RCFPP Fund is used to pay for the cost of installing major roadway systems in the City.

**Funding Source:** The RCFPP establishes the traffic impact fee schedule to be assessed on all new development on certain benefit zones within the City as well as the County portion of Talega Valley Rolling Hills.

**Legal Basis:** The RCFPP Fund was established by City Ordinance No. 998. Resources in this fund are restricted for the purpose of the development fees received.

**Budget Overview:** Capital Improvements of \$200,000 in FY 2017-18 is for Pico Widening: I-5 to Frontera project.

**Fund Balance:** A \$723,820 balance is budgeted at the end of FY 2017-18.

Description	FY 2015-16 Actual	FY 2016-17 Adj Budget	FY 2016-17 Projected	FY 2017-18 Budget	% Budget 16-17 To Budget 17-18
<b>Beginning Balance</b>	<b>\$3,458,049</b>	<b>\$3,487,460</b>	<b>\$3,487,460</b>	<b>\$795,980</b>	<b>-77%</b>
<b>Revenues:</b>					
Developer Fees	182,270	157,280	167,380	117,960	-25%
Investment Earnings	41,378	25,000	25,000	26,000	4%
<b>Total Revenues</b>	<b>223,648</b>	<b>182,280</b>	<b>192,380</b>	<b>143,960</b>	<b>-21%</b>
<b>Expenditures:</b>					
Capital Improvements*	184,715	1,915,290	1,915,290	200,000	-90%
Interfund Charges	9,520	8,570	8,570	16,120	88%
Interfund Transfers	0	960,000	960,000	0	-100%
<b>Total Expenditures</b>	<b>194,235</b>	<b>2,883,860</b>	<b>2,883,860</b>	<b>216,120</b>	<b>-93%</b>
<b>Ending Balance</b>	<b>\$3,487,462</b>	<b>\$785,880</b>	<b>\$795,980</b>	<b>\$723,820</b>	<b>-8%</b>
<b>*Detail of Capital Improvements:</b>					
Camino Del Rio Intersection Improv.	184,715	815,290	815,290	0	-100%
AVH and Target Entry Intersect. Improv.	0	425,000	425,000	0	-100%
Ave Pico and Vera Cruz Intersect. Improv.	0	375,000	375,000	0	-100%
Ave Pico Bike/Pedestrian Path Phase I	0	300,000	300,000	0	-100%
Pico Widening: I-5 to Frontera	0	0	0	200,000	100%
<b>Total Capital Improvements</b>	<b>\$184,715</b>	<b>\$1,915,290</b>	<b>\$1,915,290</b>	<b>\$200,000</b>	<b>-90%</b>

# Public Facilities Construction Fee Fund

030-818

**Description:** The Public Facilities Construction Fee Fund was established in May 1996 to combine the Public Safety Construction Fund, Parking (Beach Parking Impact Fee) Fund, and the related fees with a third fee - a Civic Center fee. The ordinance establishing this fund was developed to combine the developer fees collected for each of these funds based upon several studies. The City stopped collecting the Beach Parking Impact Fee as the result of a court order in FY 2015-16.

**Funding Source:** The public facilities construction fee applies to new development, and the charge is collected at the time the building permit is issued. This fee was established to provide for future needs in the area of construction of public facilities and yet only charge new developments their fair share of the impacts resulting from this new development.

**Legal Basis:** This fund was established by City Ordinance No. 1174. Resources in this fund are restricted for the purpose of the development fees received.

**Budget Overview:** Capital projects include \$150,000 for 800 MHz Backbone Equipment for FY 2017-18. Transfers of \$850,000 are budgeted to support the City Hall projects (\$400,000) and the Marine Safety project (\$450,000).

**Fund Balance:** Fund balance will end FY 2017-18 at \$6.7 million.

Description	FY 2015-16 Actual	FY 2016-17 Adj Budget	FY 2016-17 Projected	FY 2017-18 Budget	% Budget 16-17 To Budget 17-18
<b>Beginning Balance:</b>					
Res. For 800MHz	40,082	15,290	15,290	0	-100%
Res. For Beach Parking	94,920	10,800	10,800	0	-100%
Res. For Public Safety Const.	4,889,650	5,074,760	5,074,760	5,074,553	0%
Res. For Civic Center Const.	2,201,064	2,279,450	2,279,450	2,364,787	4%
<b>Total Beginning Balance</b>	<b>\$7,225,716</b>	<b>\$7,380,300</b>	<b>\$7,380,300</b>	<b>\$7,439,340</b>	<b>1%</b>
<b>Revenues:</b>					
Beach Parking Impact Fees	2,291	0	0	0	0%
Public Safety Const. Fees	167,395	228,580	153,160	164,630	-28%
Civic Center Const. Fees	55,802	70,860	50,620	50,620	-29%
Interest Earnings	185,481	70,000	90,000	60,000	-14%
Transfer from Other Funds	0	700,000	700,000	0	-100%
Transfer from General Fund	0	96,370	96,370	0	-100%
<b>Total Revenues</b>	<b>410,969</b>	<b>1,165,810</b>	<b>1,090,150</b>	<b>275,250</b>	<b>-76%</b>
<b>Expenditures:</b>					
Contractual Services	25,208	26,660	26,660	0	-100%
Capital Improvements*	32,451	217,380	217,380	150,000	-31%
Other Charges	195,786	0	780,000	0	0%
Interfund Transfers	0	0	0	850,000	100%
Interfund Charges	2,950	7,070	7,070	3,950	-44%
<b>Total Expenditures</b>	<b>256,395</b>	<b>251,110</b>	<b>1,031,110</b>	<b>1,003,950</b>	<b>300%</b>
<b>Ending Balance:</b>					
Res. For 800MHz	15,285	-2,144	0	0	-100%
Res. For Beach Parking	10,799	779,972	0	0	-100%
Res. For Public Safety Const.	5,074,758	5,138,329	5,074,553	4,677,423	-9%
Res. For Civic Center Const.	2,279,447	2,378,843	2,364,787	2,033,217	-15%
<b>Total Ending Balance</b>	<b>\$7,380,290</b>	<b>\$8,295,000</b>	<b>\$7,439,340</b>	<b>\$6,710,640</b>	<b>-19%</b>

# Public Facilities Construction Fee Fund

<b>*Detail of Capital Improvements:</b>	<b>FY 2015-16 Actual</b>	<b>FY 2016-17 Adj Budget</b>	<b>FY 2016-17 Projected</b>	<b>FY 2017-18 Budget</b>	<b>% Budget 16-17 To Budget 17-18</b>
<i>Public Safety Construction Reserve:</i>					
800 MHz Backbone Equipment	23,931	75,900	75,900	150,000	98%
Station No. 59 Diesel Fuel Tank	8,520	141,480	141,480	0	-100%
<b><i>Total Capital Improvements</i></b>	<b>\$32,451</b>	<b>\$217,380</b>	<b>\$217,380</b>	<b>\$150,000</b>	<b>-31%</b>



# Developers Improvement Fund

037-867

**Description:** The Developers Improvement Fund is used to account for the proceeds of developer settlements and the future costs of maintaining and/or improving the streets or other infrastructure in the related development tracts. The Daon Street Improvement Reserve, established in FY 1987 is to be used for improvements to streets and other infrastructure for tracts 9066 and 9272. The Forster Ranch Improvement Reserve, established in FY 1990, is to be used for improvements to streets and other infrastructure within Forster Ranch. The In-Lieu Affordable Housing Reserve is used to build or rehabilitate affordable housing projects. This fee is collected from developers who opt to pay the fee rather than build affordable housing units required by the City. The Talega Bridge Maintenance Reserve is a fee on each development unit as part of the Talega Master Agreement. This fee is to be used for maintaining, repairing, restoring and replacing the Talega Bridges. Other reserves account for fees received under various developer agreements.

**Funding Source:** Funding for the Developers Improvement Fund is derived from developer agreements and fees.

**Legal Basis:** This fund is governed by court-ordered developer settlements and legal contracts. Resources in this fund are restricted based on developer agreements.

**Budget Overview:** No Capital Projects are budgeted for FY 2017-18.

**Fund Balance:** Fund balance increases to \$13.6 million at the end of FY 2017-18, with \$7.9 million representing loans.

Description	FY 2015-16 Actual	FY 2016-17 Adj Budget	FY 2016-17 Projected	FY 2017-18 Budget	% Budget 16-17 To Budget 17-18
<b>Beginning Balance:</b>					
Restricted for Daon Tract	439,125	445,490	445,490	0	-100%
Res. For Street Lighting	9,875	10,020	10,020	0	-100%
Res. For Forster Ranch Improvement	94,037	95,400	95,400	0	-100%
Res. For Development Improvements	1,569,997	2,679,170	2,679,170	1,790,840	-33%
Res. For Bridge Maintenance	941,731	1,042,680	1,042,680	1,168,710	12%
Res. For Storm Drain (Seg. Deshecha)	856,271	868,680	868,680	874,760	1%
Res. For In-Lieu Afford. Housing	810,762	572,450	572,450	992,780	73%
In-Lieu Loans (Affordable Housing)	7,064,759	7,905,530	7,905,530	7,905,530	0%
<b>Total Beginning Balance</b>	<b>\$11,786,557</b>	<b>\$13,619,420</b>	<b>\$13,619,420</b>	<b>\$12,732,620</b>	<b>-7%</b>
<b>Revenues:</b>					
Bridge Maintenance	87,300	116,780	118,730	117,890	1%
In-Lieu Affordable Housing Fees	448,612	422,400	422,400	300,360	-29%
Investment Earnings	218,653	28,000	40,000	30,000	7%
Community Enhancement Revenues	427,185	582,520	388,350	388,350	-33%
South County Seniors Contribution	0	154,860	154,860	0	-100%
Developer Fees	1,250,000	300,000	300,000	0	-100%
<b>Total Revenues</b>	<b>2,431,750</b>	<b>1,604,560</b>	<b>1,424,340</b>	<b>836,600</b>	<b>-48%</b>
<b>Expenditures:</b>					
Contractual Services	1,440	23,000	23,000	0	-100%
Capital Improvements*	4,380	0	0	0	0%
Other Charges	0	25,000	0	0	-100%
Transfer to General Fund	582,524	1,466,210	1,466,210	0	-100%
Transfer to Other Funds	0	804,580	804,580	0	-100%
Interfund Charges	10,550	17,350	17,350	14,840	-14%
<b>Total Expenditures</b>	<b>598,894</b>	<b>2,336,140</b>	<b>2,311,140</b>	<b>14,840</b>	<b>-99%</b>

# Developers Improvement Fund

Description	FY 2015-16 Actual	FY 2016-17 Adj Budget	FY 2016-17 Projected	FY 2017-18 Budget	% Budget 16-17 To Budget 17-18
<b>Ending Balance:</b>					
Restricted for Daon Tract	445,488	5,754	0	0	-100%
Res. For Street Lighting	10,018	129	0	0	-100%
Res. For Forster Ranch Improvement	95,400	1,227	0	0	-100%
Res. For Development Improvements	2,679,171	1,971,119	1,790,843	2,178,870	11%
Res. For Bridge Maintenance	1,042,678	1,164,569	1,168,709	1,293,863	11%
Res. For Storm Drain (Seg. Deshecha)	868,679	872,937	874,761	880,197	1%
Res. For In-Lieu Afford. Housing	572,447	966,575	992,777	1,295,920	34%
In-Lieu Loans (Affordable Housing)	7,905,531	7,905,530	7,905,530	7,905,530	0%
<b>Total Ending Balance</b>	<b>\$13,619,413</b>	<b>\$12,887,840</b>	<b>\$12,732,620</b>	<b>\$13,554,380</b>	<b>5%</b>
<b>*Detail of Capital Improvements:</b>					
North Beach/ECR Beach Parking Lot	4,380	0	0	0	0%
<b>Total Capital Improvements</b>	<b>\$4,380</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>0%</b>

# Low/Moderate Income Housing

038-809

**Description:** The Low/Moderate Income Housing capital projects fund is used to account for the former Redevelopment Agency low and moderate income assets including loan agreements. These loan agreements are capital assistance loans for low to moderate income development within the City of San Clemente.

**Funding Source:** Funding for the Low/Moderate Income Housing fund is derived from income assets and loan agreements transferred from the former Redevelopment Agency to the City with Oversight Board and State of California approval. Additional funding is provided through transfers from the General Fund based on the repayment of the General Fund loan.

**Legal Basis:** This Fund is governed by agreements and loans made by the former Redevelopment Agency.

**Budget Overview:** Revenues from interest earning are budgeted for FY 2018.

**Fund Balance:** The fund balance is budgeted to be \$2.6 million at the end of FY 2017-18, with \$2.4 million representing long term loan receivables.

Description	FY 2015-16 Actual	FY 2016-17 Adj Budget	FY 2016-17 Projected	FY 2017-18 Budget	% Budget 16-17 To Budget 17-18
<b>Beginning Balance</b>	<b>\$2,450,264</b>	<b>\$2,559,670</b>	<b>\$2,559,670</b>	<b>\$2,589,630</b>	<b>1%</b>
<b>Revenues:</b>					
Investment Earnings	55,688	0	1,000	1,000	100%
Transfers from General Fund	53,716	28,960	28,960	0	
<b>Total Revenues</b>	<b>109,404</b>	<b>28,960</b>	<b>29,960</b>	<b>1,000</b>	<b>-97%</b>
<b>Expenditures:</b>					
Contractual Services	0	0	0	0	0%
<b>Total Expenditures</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0%</b>
<b>Ending Balance</b>	<b>\$2,559,668</b>	<b>\$2,588,630</b>	<b>\$2,589,630</b>	<b>\$2,590,630</b>	<b>0%</b>

# Reserve Fund

## 014-810

**Description:** The Reserve Fund consists of Accrued Leave, Capital Equipment, Park Asset Replacement and Facilities Maintenance Reserves. The Accrued Leave Reserve maintains funds to pay accrued employee benefits for General Fund employees who terminate during the year. The Capital Equipment Replacement Reserve was established to provide for the replacement of existing General Fund fixed assets as equipment or machinery become unserviceable or obsolete. In 2001, the Facilities Maintenance Reserve was established to provide for maintenance of City facilities. In 2010, the Park Asset Replacement Reserve was established to set aside funds for replacement of park assets.

**Funding Source:** Sources of revenue used to establish these reserves include General Fund transfers, insurance, developer contributions, and other revenues. Replacement costs are charged directly to each user program for purchased capital equipment. The replacement costs are established by using the original purchase price compounded annually by an inflation rate and then dividing the number of years before replacement is scheduled.

**Legal Basis:** Resources in this fund are assigned for the specific purpose the revenues were allocated.

**Budget Overview:** Based on the Long Term Financial Plan, General Fund transfers will be made to Facilities Maintenance Reserve (\$2,880,000), and the Park Asset Replacement Reserve (\$200,000). Facilities Maintenance costs include an Marine Safety Building Structural Repair (\$900,000). Park Asset Replacement costs include \$300,000 for playground equipment replacements. Capital Equipment costs include Street Light LED Conversions (\$300,000) and Traffic Signal Battery Backup Systems (\$100,000).

**Fund Balance:** Fund Balance is budgeted to be \$8.5 million by the end of FY 2017-18.

Description	FY 2015-16 Actual	FY 2016-17 Adj Budget	FY 2016-17 Projected	FY 2017-18 Budget	% Budget 16-17 To Budget 17-18
<b>Beginning Balance:</b>					
Accrued Leave	512,663	386,500	386,500	1,104,730	186%
Capital Equipment	1,179,284	1,412,030	1,412,030	1,557,390	10%
Facilities Maintenance	1,290,761	1,372,340	1,372,340	2,550,890	86%
Park Asset Replacement	1,403,549	1,226,830	1,226,830	1,192,630	-3%
<b>Total Beginning Balance</b>	<b>\$4,386,257</b>	<b>\$4,397,700</b>	<b>\$4,397,700</b>	<b>\$6,405,640</b>	<b>46%</b>
<b>Revenues:</b>					
Investment Earnings	51,613	30,000	38,700	30,000	0%
Contributions from developers	0	22,010	22,010	22,670	3%
Interfund Transfers	370,000	3,123,940	3,123,940	3,530,000	13%
Interfund Charges	371,480	425,430	425,430	465,700	9%
<b>Total Revenues</b>	<b>793,093</b>	<b>3,601,380</b>	<b>3,610,080</b>	<b>4,048,370</b>	<b>12%</b>
<b>Expenditures:</b>					
Accrued Leave	292,192	300,000	259,160	260,000	-13%
Capital Equipment	69,258	75,000	75,000	450,000	500%
Facilities Maintenance	116,956	1,213,420	1,092,980	925,000	-24%
Park Asset Replacement	303,236	175,000	175,000	300,000	71%
<b>Total Expenditures</b>	<b>781,642</b>	<b>1,763,420</b>	<b>1,602,140</b>	<b>1,935,000</b>	<b>10%</b>
<b>Ending Balance:</b>					
Accrued Leave	386,503	1,063,140	1,104,730	849,900	-20%
Capital Equipment	1,412,033	1,554,590	1,557,390	1,317,080	-15%
Facilities Maintenance	1,372,343	2,427,730	2,550,890	5,151,810	112%
Park Asset Replacement	1,226,829	1,190,200	1,192,630	1,200,220	1%
<b>Ending Balance</b>	<b>\$4,397,708</b>	<b>\$6,235,660</b>	<b>\$6,405,640</b>	<b>\$8,519,010</b>	<b>37%</b>
<b>Expenditures by Category:</b>					
Personnel	292,192	300,000	259,160	260,000	-13%
Capital Outlay*	489,450	1,463,420	1,342,980	1,675,000	14%
<b>Total</b>	<b>\$781,642</b>	<b>\$1,763,420</b>	<b>\$1,602,140</b>	<b>\$1,935,000</b>	<b>10%</b>

# Reserve Fund

<b>*Detail of Capital Improvements:</b>	<b>FY 2015-16</b>	<b>FY 2016-17</b>	<b>FY 2016-17</b>	<b>FY 2017-18</b>	<b>% Budget 16-17</b>
	<b>Actual</b>	<b>Adj Budget</b>	<b>Projected</b>	<b>Budget</b>	<b>To Budget 17-18</b>
<u>Capital Equipment Reserve:</u>					
Traffic Signal Cabinets Replacement	20,695	0	0	0	0%
Traffic Signal Controller Replacement	48,563	75,000	75,000	0	-100%
Traffic Signal Battery Backup Systems Phase II	0	0	0	100,000	100%
Street Light LED Conversion Phase II	0	0	0	300,000	100%
Traffic Signal Cabinet Replacement	0	0	0	50,000	100%
<u>Facilities Maintenance Reserve:</u>					
Community Center - Art Gallery Entry Improv.	0	9,920	0	0	-100%
City Hall Parking Lot Rehabilitation	0	63,300	0	0	-100%
Community Center Maintenance	90,532	32,220	0	0	-100%
Community Development Parking Lot Rehab	2,385	137,980	137,980	0	-100%
LED Street Light Conversion	0	265,000	250,000	0	-100%
Aquatic Center Swamp Cooler Replace	0	135,000	135,000	0	-100%
City Hall 100 Presidio HVAC Replacement	24,039	0	0	0	0%
Com. Dev. 910 Negocio HVAC Replacement	0	200,000	200,000	0	-100%
Corporation Yard Bldgs./Structures Painting	0	170,000	170,000	0	-100%
Marine Safety Building Repair & Upgrades	0	100,000	100,000	900,000	800%
Aquatic Center Pump Removal Gantry	0	100,000	100,000	0	-100%
Boys & Girls Club Basketball Courts Lights	0	0	0	25,000	100%
<u>Park Asset Reserve:</u>					
Playground Equipment Replacements	303,236	175,000	175,000	300,000	71%
<b>Total Capital Improvements</b>	<b>\$489,450</b>	<b>\$1,463,420</b>	<b>\$1,342,980</b>	<b>\$1,675,000</b>	<b>14%</b>



**Debt Service Funds** account for the payment of general long-term debt principal, interest and related costs other than capitalized leases and compensated absences.

Debt Service Fund

Negocio Debt Service Fund

# Negocio Debt Service Fund

006-803

**Description:** The Negocio Debt Service Fund was established in FY 1993-94 to account for the accumulation of resources for the payment of principal and interest on the Certificates of Participation. Certificates of Participation (COP's) were issued in June 1993 in the amount of \$3.8 million for the acquisition of the 910 Calle Negocio building.

**Funding Source:** The major source of revenue for this fund is lease/rental income.

**Legal Basis:** Resources in this fund are restricted under debt agreements or assigned for Negocio operations.

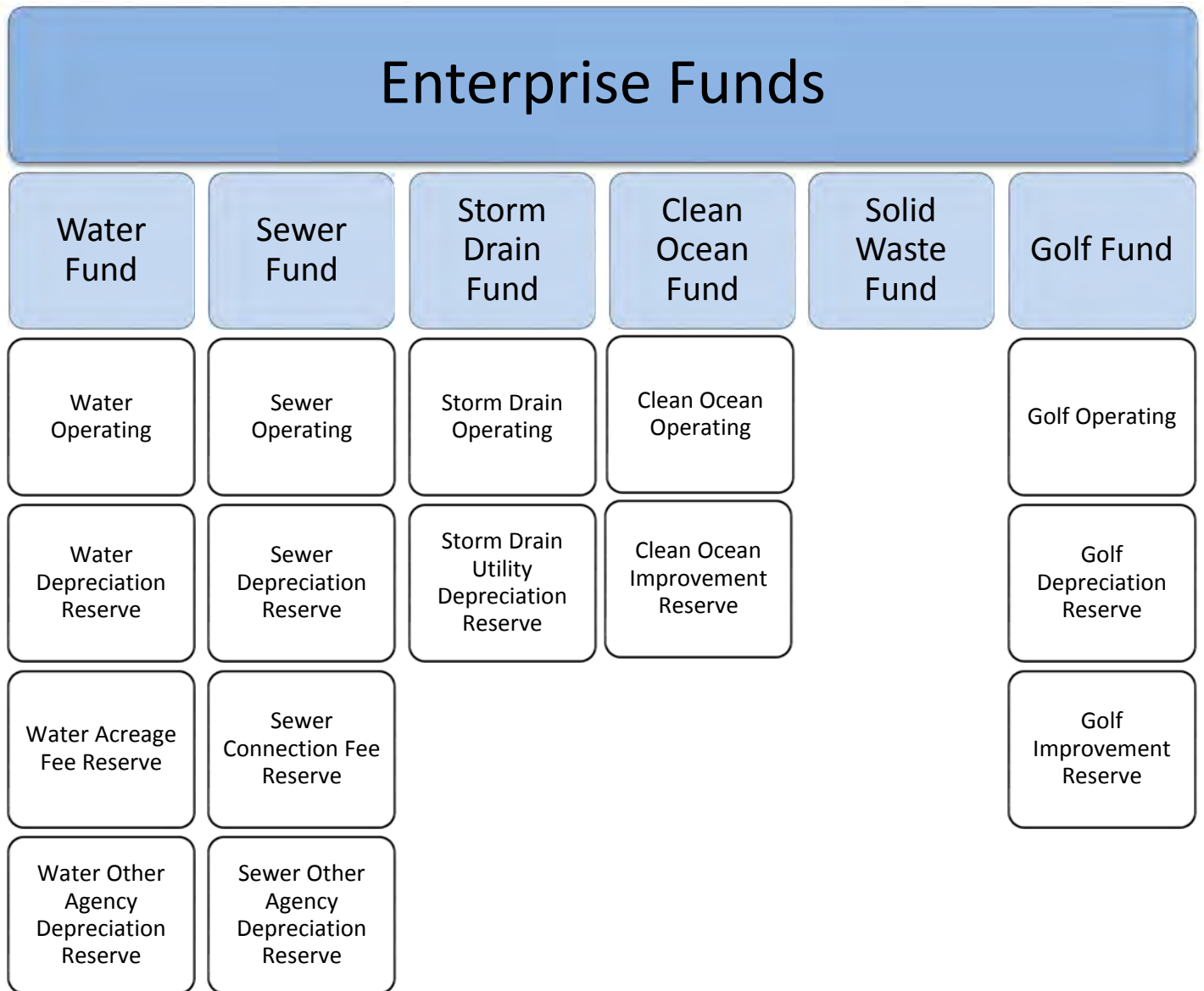
**Budget Overview:** The Negocio facility is occupied by City staff and by third parties. Rental income charged covers the building operational costs and the COP's annual debt service. In FY 2015-16, the City Council authorized the repayment of COP's through funding from the General Fund. Information on the Certificates of Participation is in the Debt Summary Section of the Budget. Operational costs and revenue from the Negocio facility are in the General Fund for FY 2017-18.

**Fund Balance:** This fund will be closed and the residual fund balance will be transferred to the General Fund. Fund balance will be \$0 at the end of FY 2017-18.

Description	FY 2015-16 Actual	FY 2016-17 Adj Budget	FY 2016-17 Projected	FY 2017-18 Budget	% Budget 16-17 To Budget 17-18
<b>Beginning Balance</b>	<b>\$279,304</b>	<b>\$1,608,010</b>	<b>\$1,608,010</b>	<b>\$137,680</b>	<b>-91%</b>
<b>Revenues:</b>					
Investment Earnings	4,519	1,050	840	0	-100%
Rental Income	539,723	530,300	530,300	0	-100%
Transfer from General Fund	1,345,000	0	0	0	0%
<b>Total Revenues</b>	<b>1,889,242</b>	<b>531,350</b>	<b>531,140</b>	<b>0</b>	<b>-100%</b>
<b>Expenditures*:</b>					
Contractual Services	276,802	358,690	354,370	0	-100%
Capital Improvements	0	30,000	0	0	-100%
Debt Service	241,400	1,603,080	1,604,530	0	-100%
Interfund Charges	39,970	38,950	36,950	0	-100%
Interfund Transfers	0	0	0	137,680	100%
Other Charges	2,361	5,000	5,620	0	-100%
<b>Total Expenditures</b>	<b>560,533</b>	<b>2,035,720</b>	<b>2,001,470</b>	<b>137,680</b>	<b>-93%</b>
<b>Ending Balance</b>	<b>\$1,608,013</b>	<b>\$103,640</b>	<b>\$137,680</b>	<b>\$0</b>	<b>-100%</b>
<b>*Detail of Expenditures</b>					
<b>Contractual Services:</b>					
Maintenance of Buildings	34,896	97,350	97,350	0	-100%
Property Insurance	51,959	41,300	41,250	0	-100%
Other Contractual	189,947	220,040	215,770	0	-100%
<b>Total Contractual Services</b>	<b>276,802</b>	<b>358,690</b>	<b>354,370</b>	<b>0</b>	<b>-100%</b>
<b>Capital Outlay:</b>					
Machinery & Equipment	0	30,000	0	0	-100%
<b>Debt Service:</b>					
C.O.P. Principal	125,000	1,475,000	1,215,000	0	-100%
C.O.P. Interest	113,900	126,580	388,030	0	-100%
C.O.P. Fiscal Agent Charges	2,500	1,500	1,500	0	-100%
<b>Total Debt Service</b>	<b>241,400</b>	<b>1,603,080</b>	<b>1,604,530</b>	<b>0</b>	<b>-100%</b>
<b>Interdepartmental Charges</b>	<b>39,970</b>	<b>38,950</b>	<b>36,950</b>	<b>0</b>	<b>-100%</b>
<b>Interfund Transfers</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>137,680</b>	<b>100%</b>
<b>Other Charges</b>	<b>2,361</b>	<b>5,000</b>	<b>5,620</b>	<b>0</b>	<b>-100%</b>
<b>Total Expenditures</b>	<b>\$560,533</b>	<b>\$2,035,720</b>	<b>\$2,001,470</b>	<b>\$137,680</b>	<b>-93%</b>



**Enterprise funds** are used to account for City operations that are financed and operated in a manner similar to private business enterprises. The intent in using this type of fund is to determine that the costs (expenses, including depreciation) of funding these services to the general public are financed or recovered primarily through user charges.

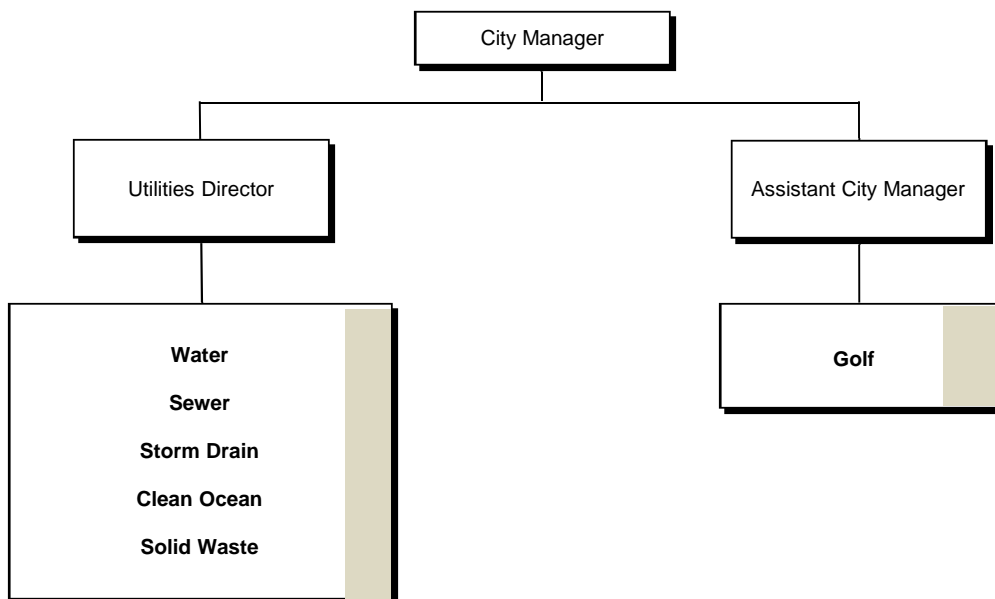



# Enterprise Funds

## Department Overview:

The Utilities Department consists of the Water, Sewer, Storm Drain, Clean Ocean and Solid Waste Funds. The department is overseen by the Utilities Director who is responsible for operation and maintenance of water, recycled water, sewer and storm drain infrastructure, water conservation, providing safe water supplies, providing proper sanitary disposal of waste and improving local water quality.

The Golf Fund is considered a part of Beaches, Parks, and Recreation reporting to the Assistant City Manager. The Golf Fund accounts for the operation and maintenance of the San Clemente Municipal Golf Course for recreation purposes.



 *Shading indicates contracted services*

# Enterprise Funds

## Operating Summary

Summary	FY 2015-16 Actual	FY 2016-17 Adj Budget	FY 2016-17 Projected	FY 2017-18 Budget	% Bud 16-17 To Bud 17-18
Water Operating	19,181,465	20,862,600	20,130,690	21,023,580	1%
Sewer Operating	9,304,472	9,752,460	9,500,680	10,146,040	4%
Storm Drain Operating	1,536,843	1,756,910	1,703,760	1,725,750	-2%
Clean Ocean Operating	2,316,147	4,419,930	4,089,780	3,207,110	-27%
Solid Waste	222,153	246,320	224,240	240,920	-2%
<b>Total Utilities Operating Budget</b>	<b>\$32,561,080</b>	<b>\$37,038,220</b>	<b>\$35,649,150</b>	<b>\$36,343,400</b>	<b>-2%</b>

Summary	FY 2015-16 Actual	FY 2016-17 Adj Budget	FY 2016-17 Projected	FY 2017-18 Budget	% Bud 16-17 To Bud 17-18
Golf Operating	2,321,290	2,257,710	2,217,710	2,193,280	-3%
<b>Total Golf Operating Budget</b>	<b>\$2,321,290</b>	<b>\$2,257,710</b>	<b>\$2,217,710</b>	<b>\$2,193,280</b>	<b>-3%</b>

### Accomplishments for FY 2016-17

- Continued the recycled water conversion program, approximately 140 sites are utilizing recycled water.
- Implemented organics/food waste recycling program
- Updated the City's Stormwater Local Implementation Plan/Jurisdictional Runoff Management Plan.
- Developed a regional Water Quality Improvement Plan (WQIP) in collaboration with South Orange County cities.
- Improved the format of the City's Water Conservation portion of the website and provided additional conservation incentives.
- Completed Highland Light Water Line Replacement.
- Completed Calle Toledo Storm Drain Improvements.
- Rehabilitated Primary Clarifier No. 5, rehabilitated concrete and replaced covers at the Water Reclamation Plant.

### Key Initiatives for FY 2017-18

- Continue implementation of Computerized Maintenance Management System (CMMS) and begin optimization process.
- Complete conversion of all remaining potential recycled water sites and perform inspections for previously converted sites.
- Complete an evaluation for recycled water expansion and analysis for possible treatment of sewer from Talega.
- Evaluate regional projects and potential interconnections with neighboring agencies to improve service and reliability.
- Implement strategies identified in the City's Local Implementation Plan/Jurisdictional Runoff Management Plan.
- Complete reservoir water quality improvement projects.
- Complete the design for Water Reclamation Plant Odor Control Improvements.

# Water Fund

## Water Operating Division Summary

### Purpose Statement

To provide adequate supplies of potable and recycled water while meeting health and quality standards of the State Water Resources Control Board - Drinking Water Division and Federal Safe Water Drinking Act.

### Water Operating Division Services

- Operate, maintain and repair approximately 230 miles of water lines, 15 reservoirs, 16 pump stations and 56 pressure reducing stations and 17,600 services.
- Operate and maintain 2 groundwater wells and a treatment facility that produces approximately 400 acre feet per year.
- Produce and sell approximately 1,200 acre feet per year of recycled water.
- Promote and develop short and long term water conservation programs to meet regulatory requirements and to reduce water usage in drought years.
- Evaluate regional water projects to improve reliability and emergency storage.

	FY 2015-16 Actual	FY 2016-17 Adj Budget	FY 2016-17 Projected	FY 2017-18 Budget	Budget % Change
<b>Beginning Balance:</b>	<b>\$5,622,432</b>	<b>\$4,732,170</b>	<b>\$4,732,170</b>	<b>\$2,543,450</b>	<b>-46%</b>
<b>Revenue Summary</b>					
Services Charges	14,562,763	15,071,360	15,448,160	17,175,400	14%
Other Water Charges	2,336,992	2,387,900	2,468,400	2,836,860	19%
Excess Use Fees	1,331,898	0	0	0	0%
Investment Earnings	59,553	25,410	25,410	40,695	60%
Interfund Transfers	0	0	0	0	0%
<b>Total</b>	<b>\$18,291,206</b>	<b>\$17,484,670</b>	<b>\$17,941,970</b>	<b>\$20,052,955</b>	<b>15%</b>
<b>Program Summary</b>					
Water Administration	1,494,563	1,722,050	1,658,100	1,747,780	1%
Water Production	11,601,435	12,209,600	12,102,370	12,974,580	6%
Transmission/Distribution	3,982,801	3,972,740	3,956,140	4,150,860	4%
Water Conservation	194,276	595,990	548,930	241,910	-59%
Water Reclamation	1,908,390	2,362,220	1,865,150	1,908,450	-19%
<b>Total Water</b>	<b>\$19,181,465</b>	<b>\$20,862,600</b>	<b>\$20,130,690</b>	<b>\$21,023,580</b>	<b>1%</b>
<b>Ending Balance:</b>	<b>\$4,732,173</b>	<b>\$1,354,240</b>	<b>\$2,543,450</b>	<b>\$1,572,825</b>	<b>16%</b>
<b>Category Expenditure Summary</b>					
Personnel	2,976,211	3,231,220	3,041,840	3,536,160	9%
Supplies	7,244,799	7,768,190	7,737,460	8,381,080	8%
Contractual Services	2,540,960	3,780,970	3,341,230	2,798,210	-26%
Other Charges	3,738,889	3,445,920	3,446,290	3,647,930	6%
Interdepartmental Charges	1,597,510	1,505,300	1,479,120	1,711,850	14%
Debt Service	1,053,096	947,500	900,610	900,600	-5%
<b>Total Program Budget</b>	<b>19,151,465</b>	<b>20,679,100</b>	<b>19,946,550</b>	<b>20,975,830</b>	<b>1%</b>
Capital/One-Time Studies	0	33,500	34,140	47,750	43%
Interfund Transfers	30,000	150,000	150,000	0	-100%
<b>Total Water Budget</b>	<b>\$19,181,465</b>	<b>\$20,862,600</b>	<b>\$20,130,690</b>	<b>\$21,023,580</b>	<b>1%</b>
<b>Personnel Summary</b>	<b>25.82</b>	<b>26.32</b>	<b>26.32</b>	<b>26.82</b>	

### Significant Changes:

\$304,940 increase in Personnel costs related to the Cost of Living Adjustment and other staffing changes.  
 \$660,640 increase in purchased water.  
 \$649,560 decrease in Developers Reimbursements and other contractual services.  
 \$44,600 increase in information technology service charges.  
 \$140,470 increase in general fund overhead charges.

# Sewer Fund

## Sewer Operating Division Summary

### Purpose Statement

To provide maintenance and operation of the City's sanitary sewer collection and treatment system infrastructure in order to ensure wastewater service to protect health and safety, in compliance with all Local, State and Federal regulatory requirements.

### Sewer Operating Division Services

- Operate, maintain and repair approximately 180 miles of sewer lines, 12 sewer lift stations and Water Reclamation Plant.
- Treat wastewater through a series of physical, biological and chemical treatment processes to meet regulatory requirements.
- Manage discharge of treated water through the regional Land/Ocean Outfall with South Orange County Wastewater Authority (SOCWA).
- Administer Pre-Treatment and Fat, Roots, Oil and Grease Program.
- Provide required regulatory reporting for the Water Reclamation Plant processes and operation of plant equipment.

	FY 2015-16 Actual	FY 2016-17 Adj Budget	FY 2016-17 Projected	FY 2017-18 Budget	Budget % Change
<b>Beginning Balance:</b>	<b>\$2,149,955</b>	<b>\$2,408,450</b>	<b>\$2,408,450</b>	<b>\$2,106,439</b>	<b>-13%</b>
<b>Revenue Summary</b>					
Services Charges	8,926,195	9,037,240	9,037,240	9,037,240	0%
Sewer Permits	1,840	300	620	300	0%
Other Sewer Charges	608,746	7,000	144,140	7,000	0%
Investment Earnings	26,188	13,892	16,669	26,081	88%
Interfund Transfers	0	0	0	0	0%
<b>Total</b>	<b>\$9,562,969</b>	<b>\$9,058,432</b>	<b>\$9,198,669</b>	<b>\$9,070,621</b>	<b>0%</b>
<b>Program Summary</b>					
Sewer Administration	1,511,313	1,627,000	1,595,430	1,696,980	4%
Treatment	4,306,119	4,327,950	4,201,410	4,606,150	6%
Collection	3,487,040	3,797,510	3,703,840	3,842,910	1%
<b>Total Sewer</b>	<b>\$9,304,472</b>	<b>\$9,752,460</b>	<b>\$9,500,680</b>	<b>\$10,146,040</b>	<b>4%</b>
<b>Ending Balance:</b>	<b>\$2,408,452</b>	<b>\$1,714,422</b>	<b>\$2,106,439</b>	<b>\$1,031,020</b>	<b>-40%</b>
<b>Category Expenditure Summary</b>					
Personnel	1,923,723	2,363,300	2,185,180	2,693,020	14%
Supplies	443,305	715,390	716,130	726,250	2%
Contractual Services	2,163,113	2,382,200	2,316,480	2,162,460	-9%
Other Charges	3,071,781	2,874,800	2,867,300	2,918,300	2%
Interdepartmental Charges	1,422,550	1,368,270	1,367,090	1,566,010	14%
<b>Total Program Budget</b>	<b>9,024,472</b>	<b>9,703,960</b>	<b>9,452,180</b>	<b>10,066,040</b>	<b>4%</b>
Capital/One-Time Studies	0	48,500	48,500	80,000	65%
Interfund Transfers	280,000	0	0	0	0%
<b>Total Sewer Budget</b>	<b>\$9,304,472</b>	<b>\$9,752,460</b>	<b>\$9,500,680</b>	<b>\$10,146,040</b>	<b>4%</b>
<b>Personnel Summary</b>	<b>18.89</b>	<b>20.39</b>	<b>20.39</b>	<b>20.89</b>	

### Significant Changes:

\$329,720 increase in Personnel costs related to the Cost of Living Adjustment and lab services staffing.  
 \$203,700 decrease in other professional and contractual services.  
 \$136,000 increase in General fund overhead charges.

# Storm Drain Fund

## Storm Drain Operating Division Summary

### Purpose Statement

To provide uninterrupted storm drainage service that is operated and maintained in compliance with all regulatory requirements mandated by the State Water Resources Control Board under the Clean Water Act through a National Pollution Discharge Elimination System (NPDES) program - MS4 Storm Water Permit.

### Storm Drain Operating Division Services

- Operate, maintain, clean and inspect approximately 60 miles of storm drain lines and 1,500 catch basins.
- Operate, maintain and clean water quality projects including Segunda Deshecha Canada facility and various vortex units throughout the City.
- Administer storm drain related capital improvement projects.

	FY 2015-16 Actual	FY 2016-17 Adj Budget	FY 2016-17 Projected	FY 2017-18 Budget	Budget % Change
<b>Beginning Balance:</b>	<b>\$672,067</b>	<b>\$674,080</b>	<b>\$674,080</b>	<b>\$505,885</b>	<b>-25%</b>
<b>Revenue Summary</b>					
Services Charges	1,149,590	1,150,500	1,150,500	1,150,500	0%
Other Revenue	399	0	30	0	0%
Investment Earnings	7,866	3,228	4,035	7,677	138%
Interfund Transfers	381,000	381,000	381,000	381,000	0%
<b>Total</b>	<b>\$1,538,855</b>	<b>\$1,534,728</b>	<b>\$1,535,565</b>	<b>\$1,539,177</b>	<b>0%</b>
<b>Program Summary</b>					
Storm Drain Administration	252,120	269,290	266,710	246,900	-8%
Storm Drain Maintenance	1,284,723	1,487,620	1,437,050	1,478,850	-1%
<b>Total Storm Drain</b>	<b>\$1,536,843</b>	<b>\$1,756,910</b>	<b>\$1,703,760</b>	<b>\$1,725,750</b>	<b>-2%</b>
<b>Ending Balance:</b>	<b>\$674,079</b>	<b>\$451,898</b>	<b>\$505,885</b>	<b>\$319,312</b>	<b>-29%</b>
<b>Category Expenditure Summary</b>					
Personnel	357,132	407,830	398,630	387,010	-5%
Supplies	10,155	17,450	12,200	12,200	-30%
Contractual Services	56,192	195,270	171,570	184,410	-6%
Other Charges	872,182	880,000	880,000	890,000	1%
Interdepartmental Charges	241,182	256,360	241,360	252,130	-2%
<b>Total Program Budget</b>	<b>1,536,843</b>	<b>1,756,910</b>	<b>1,703,760</b>	<b>1,725,750</b>	<b>-2%</b>
Capital/One-Time Studies	0	0	0	0	0%
Interfund Transfers	0	0	0	0	0%
<b>Total Storm Drain Budget</b>	<b>\$1,536,843</b>	<b>\$1,756,910</b>	<b>\$1,703,760</b>	<b>\$1,725,750</b>	<b>-2%</b>
<b>Personnel Summary</b>	<b>2.99</b>	<b>2.99</b>	<b>2.99</b>	<b>2.99</b>	

### Significant Changes:

\$20,820 decrease in Personnel related to department restructuring and staffing changes.  
 \$22,000 decrease in contractual services for maintenance of M02 diversion facility.

# Clean Ocean Fund

## Clean Ocean Operating Division Summary

### Purpose Statement

To protect and improve local surface water quality by addressing storm water and urban runoff discharges and managing the City's storm water drainage system in compliance with applicable State and Federal regulations.

### Clean Ocean Operating Division Services

- Conduct inspections of municipal sites/facilities, commercial businesses and industrial facilities and provide feedback on best management practices.
- Respond to storm water municipal code violations and complaints, educate violators and issue citations if warranted.
- Investigate surface water quality conditions and implement solutions to minimize and mitigate or eliminate pollutants entering or discharging from the storm drain system.
- Conduct inspections of post-development treatment control devices/structures

	FY 2015-16 Actual	FY 2016-17 Adj Budget	FY 2016-17 Projected	FY 2017-18 Budget	Budget % Change
<b>Beginning Balance:</b>	<b>\$2,660,041</b>	<b>\$2,987,120</b>	<b>\$2,987,120</b>	<b>\$1,488,434</b>	<b>-50%</b>

### Revenue Summary

Urban Runoff Fee	2,271,085	2,300,000	2,275,000	2,300,000	0%
Violations/Citations	340,732	295,000	295,000	332,500	13%
Other Revenue	847	0	0	0	0%
Investment Earnings	30,563	13,903	21,094	18,966	36%
<b>Total</b>	<b>\$2,643,227</b>	<b>\$2,608,903</b>	<b>\$2,591,094</b>	<b>\$2,651,466</b>	<b>2%</b>

### Program Summary

Storm Water Permit Compliance	1,759,427	3,804,380	3,474,230	2,584,080	-32%
Street Cleaning	556,720	615,550	615,550	623,030	1%
<b>Total Clean Ocean</b>	<b>\$2,316,147</b>	<b>\$4,419,930</b>	<b>\$4,089,780</b>	<b>\$3,207,110</b>	<b>-27%</b>

<b>Ending Balance:</b>	<b>\$2,987,121</b>	<b>\$1,176,093</b>	<b>\$1,488,434</b>	<b>\$932,790</b>	<b>-21%</b>
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### Category Expenditure Summary

Personnel	314,699	312,910	268,550	486,560	55%
Supplies	29,832	54,230	54,240	47,880	-12%
Contractual Services	731,416	1,347,400	1,106,730	1,090,180	-19%
Other Charges	161,430	206,280	206,150	206,450	0%
Interdepartmental Charges	344,660	393,000	348,000	446,930	14%
<b>Total Program Budget</b>	<b>1,582,037</b>	<b>2,313,820</b>	<b>1,983,670</b>	<b>2,278,000</b>	<b>-2%</b>
Capital/One-Time Studies	0	0	0	0	0%
Interfund Transfers	734,110	2,106,110	2,106,110	929,110	-56%
<b>Total Clean Ocean Budget</b>	<b>\$2,316,147</b>	<b>\$4,419,930</b>	<b>\$4,089,780</b>	<b>3,207,110</b>	<b>-27%</b>

<b>Personnel Summary</b>	<b>3.40</b>	<b>3.40</b>	<b>3.40</b>	<b>3.40</b>	
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### Significant Changes:

\$173,600 increase in Personnel costs related to staffing changes and the Cost of Living Adjustment.

\$1,177,000 decrease in transfers to other funds due to a decrease in the transfer from Clean Ocean Improvements.

# Solid Waste Fund

## Solid Waste Operating Division Summary

### Purpose Statement

To protect and improve the City's local environment by maximizing recycling, and minimizing waste, through effective public education, extensive waste reduction and recycling programs, and compliance with State diversion mandates (AB939).

### Solid Waste Operating Division Services

- Implement recycling and other waste reduction programs to comply with State waste diversion (AB939) mandate.
- Provide public education and assistance to residents, businesses and schools to increase recycling and reduce waste.
- Participate in regional solid waste and recycling planning.
- Administer the solid waste and recycling collection service contract.
- Ensure compliance with City solid waste codes and requirements.

	FY 2015-16 Actual	FY 2016-17 Adjusted	FY 2016-17 Projected	FY 2017-18 Budget	Budget % Change
<b>Beginning Balance:</b>	<b>\$348,136</b>	<b>\$355,880</b>	<b>\$355,880</b>	<b>\$331,140</b>	<b>-7%</b>
<b>Revenue Summary</b>					
Solid Waste Revenues	229,895	162,500	199,500	198,700	22%
<b>Total</b>	<b>\$229,895</b>	<b>\$162,500</b>	<b>\$199,500</b>	<b>\$198,700</b>	<b>22%</b>
<b>Program Summary</b>					
Solid Waste Management	222,153	246,320	224,240	240,920	-2%
<b>Total Solid Waste</b>	<b>\$222,153</b>	<b>\$246,320</b>	<b>\$224,240</b>	<b>\$240,920</b>	<b>-2%</b>
<b>Ending Balance:</b>	<b>\$355,878</b>	<b>\$272,060</b>	<b>\$331,140</b>	<b>\$288,920</b>	<b>6%</b>
<b>Category Expenditure Summary</b>					
Personnel	102,284	105,390	104,510	107,410	2%
Supplies	7,788	14,900	14,900	14,900	0%
Contractual Services	37,090	32,600	24,100	20,500	-37%
Other Charges	7,125	32,950	20,250	20,300	-38%
Interdepartmental Charges	58,620	60,480	60,480	77,810	29%
<b>Total Program Budget</b>	<b>212,907</b>	<b>246,320</b>	<b>224,240</b>	<b>240,920</b>	<b>-2%</b>
Capital/One-Time Studies	9,246	0	0	0	0%
Interfund Transfers	0	0	0	0	0%
<b>Total Solid Waste Budget</b>	<b>\$222,153</b>	<b>\$246,320</b>	<b>\$224,240</b>	<b>240,920</b>	<b>-2%</b>
<b>Personnel Summary</b>	<b>1.00</b>	<b>1.00</b>	<b>1.00</b>	<b>1.00</b>	



# Golf Fund

## Golf Operating Division Summary

### Purpose Statement

Provide residents and visitors of San Clemente with a well maintained, sustainable, and financially self sufficient golf course for public recreation.

### Golf Operating Division Services

- Provide recreational golf opportunities.
- Maintain the golf course at level B during peak season.
- Administer the pro-shop and food and beverage concessions.

	FY 2015-16 Actual	FY 2016-17 Adj Budget	FY 2016-17 Projected	FY 2017-18 Budget	Budget % Change
<b>Beginning Balance:</b>	<b>-\$368,955</b>	<b>-\$455,990</b>	<b>-\$455,990</b>	<b>-\$599,946</b>	<b>32%</b>

### Revenue Summary

Golf Fees	1,726,474	1,800,000	1,650,000	1,675,000	-7%
Registration Fees	58,112	72,000	59,000	64,000	-11%
Concessions	423,777	420,000	366,000	395,000	-6%
Other Revenue	27,655	0	150	0	0%
Investment Earnings	-1,758	-850	-1,396	-1,788	110%
<b>Total</b>	<b>\$2,234,260</b>	<b>\$2,291,150</b>	<b>\$2,073,754</b>	<b>\$2,132,212</b>	<b>-7%</b>

### Program Summary

Golf Course Maintenance	2,321,290	2,257,710	2,217,710	2,193,280	-3%
<b>Total Golf</b>	<b>\$2,321,290</b>	<b>\$2,257,710</b>	<b>\$2,217,710</b>	<b>\$2,193,280</b>	<b>-3%</b>

<b>Ending Balance:</b>	<b>-\$455,986</b>	<b>-\$422,550</b>	<b>-\$599,946</b>	<b>-\$661,014</b>	<b>56%</b>
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### Category Expenditure Summary

Personnel	812,387	817,320	814,020	869,310	6%
Supplies	130,313	147,200	142,000	142,200	-3%
Contractual Services	543,256	479,920	454,420	482,500	1%
Other Charges	355,983	348,100	347,600	347,600	0%
Interdepartmental Charges	259,730	245,550	245,550	296,670	21%
Debt Service	194,119	194,120	194,120	35,000	-82%
<b>Total Program Budget</b>	<b>2,295,788</b>	<b>2,232,210</b>	<b>2,197,710</b>	<b>2,173,280</b>	<b>-3%</b>
Capital/One-Time Studies	0	0	0	0	0%
Interfund Transfers	25,502	25,500	20,000	20,000	-22%
<b>Total Golf Budget</b>	<b>\$2,321,290</b>	<b>\$2,257,710</b>	<b>\$2,217,710</b>	<b>2,193,280</b>	<b>-3%</b>

<b>Personnel Summary</b>	<b>8.50</b>	<b>9.50</b>	<b>9.50</b>	<b>9.00</b>
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### Significant Changes:

\$51,990 increase in Personnel costs related to the Cost of Living Adjustment.

\$159,120 decrease in debt service costs due to no loan payments for FY 2017-18 to improve Golf Operating.

# Water Depreciation Reserve

052-466

**Description:** The Water Depreciation Reserve is set up to account for funds set aside for replacement of Water Fund equipment that has reached the end of its useful life and for major repairs to the water system infrastructure. Depreciation is considered a normal operating expense, and funds are received from the general operating account. Depreciation charges are computed by dividing the initial cost of the item by the projected useful life of the item. A Water Asset Model determines depreciation contributions for major repairs to system infrastructure. These processes assure that funds will be available to purchase replacement equipment and rebuild water system infrastructure when equipment or infrastructure is no longer serviceable.

**Funding Source:** Depreciation on capital assets is the major source of funding for this program.

**Legal Basis:** This fund was established by City Ordinance No. 874. Resources in this program are assigned.

**Budget Overview:** Four capital improvement projects are budgeted for FY 2018. Capital improvement projects include \$1.6 million for the Blanco Pump Station Rehabilitation project, \$250,000 for Well Filter Plant Rehabilitation, and \$250,000 for the Reservoir No. 8 Interior Coasting. Contractual Services of \$650,000 includes \$300,000 for Water System Rehabilitation, \$300,000 for Meter Replacements, and \$50,000 for Dead-End Water System Improvements.

**Net Working Capital Balance:** The ending net working capital will decrease to \$2.2 million at the end of FY 2017-18.

Description	FY 2015-16 Actual	FY 2016-17 Adj Budget	FY 2016-17 Projected	FY 2017-18 Budget	% Budget 16-17 To Budget 17-18
<b>Beginning Balance</b>	<b>\$11,015,240</b>	<b>\$12,158,890</b>	<b>\$12,158,890</b>	<b>\$2,501,658</b>	<b>-79%</b>
<b>Additions:</b>					
Depreciation Funded	1,485,665	1,170,000	1,170,000	1,170,000	0%
Depreciation Asset Model	1,421,670	1,400,000	1,400,000	1,621,000	16%
Investment Earnings	116,675	65,288	65,288	40,026	-39%
Transfer from Sewer Fund	0	212,000	212,000	25,000	-88%
<b>Total Additions</b>	<b>3,024,010</b>	<b>2,847,288</b>	<b>2,847,288</b>	<b>2,856,026</b>	<b>0%</b>
<b>Deductions:</b>					
Contractual Services	1,060,718	1,730,110	1,606,430	650,000	-62%
Capital Improvements*	732,537	10,763,420	10,047,650	2,250,000	-79%
Interdepartmental Charges	46,607	120,190	120,190	102,150	-15%
Transfer to General Fund	25,000	25,000	25,000	25,000	0%
Transfer to Sewer Depreciation	0	332,000	532,000	0	-100%
Transfer to Street Improvement	0	100,000	100,000	100,000	0%
Transfer to Storm Drain	0	230,000	30,000	0	-100%
Transfer to Information Technology	15,500	43,260	43,250	0	-100%
<b>Total Deductions</b>	<b>1,880,362</b>	<b>13,343,980</b>	<b>12,504,520</b>	<b>3,127,150</b>	<b>-77%</b>
<b>Ending Balance</b>	<b>\$12,158,888</b>	<b>\$1,662,198</b>	<b>\$2,501,658</b>	<b>\$2,230,534</b>	<b>34%</b>

# Water Depreciation Reserve

<b>*Detail of Capital Improvements:</b>	<b>FY 2015-16</b>	<b>FY 2016-17</b>	<b>FY 2016-17</b>	<b>FY 2017-18</b>	<b>% Budget 16-17</b>
	<b>Actual</b>	<b>Adj Budget</b>	<b>Projected</b>	<b>Budget</b>	<b>To Budget 17-18</b>
Water System SCADA Implementation	40,176	89,920	0	0	-100%
El Levante Pump Station Rehab.	-7,650	0	0	0	0%
Reservoir 8 Cathodic Protection	68,806	87,640	0	0	-100%
Reservoir No. 1 Extension	0	179,350	0	0	-100%
Calafia Pump Station Surge Tank Rehabilitation	156,573	0	0	0	0%
Well Outlet Piping & Chemical Treatment	0	69,160	0	0	-100%
Highland Light Ductile Iron Pipeline Replacement	130,333	3,528,020	3,528,020	0	-100%
Reservoir No. 12 Rehabilitation	46,131	447,100	447,100	0	-100%
Reservoir No. 9 & 10 Chemical Improvements	29,933	264,970	264,970	0	-100%
Well Water Acquirer Monitoring Improvements	3,420	296,580	296,580	0	-100%
E. Avenida Magdalena Water Line Upsize	157,822	74,400	0	0	-100%
Interstate 5/Pico Interchange Wtr Improv.	1,956	147,450	147,450	150,000	2%
La Esperanza PRS Rehabilitation	49,921	287,610	272,310	0	-100%
Reata Pump Stations Rehab	8,157	1,961,300	1,961,300	0	-100%
Reservoir Level Monitors	736	0	0	0	0%
Reservoir No. 8 Interior Coating	7,462	492,300	492,300	250,000	-49%
Ave Del Presidente Waterline Replacement	27,129	872,870	872,870	0	-100%
Blanco Pump Station Rehabilitation	11,520	238,480	238,480	1,600,000	571%
Tesoro PRS Rehabilitation	112	324,890	324,890	0	-100%
Well Filter Plant Rehabilitation	0	250,000	250,000	250,000	0%
Reservoirs 5A, 10, 12, &14 Improvements	0	951,380	951,380	0	-100%
Recycled Water Line Replacements	0	200,000	0	0	-100%
<b>Total Capital Improvements</b>	<b>\$732,537</b>	<b>\$10,763,420</b>	<b>\$10,047,650</b>	<b>\$2,250,000</b>	<b>-79%</b>

# Water Acreage Fee Reserve

## 052-467

**Description:** The Water Acreage Fee Reserve Fund is used to plan, design, inspect and construct telemetry systems, distribution lines, service lines, water takeouts, filtration plants, well fields, impounding reservoirs and chlorination systems.

**Funding Source:** The Water Acreage Fee Reserve Fund is supported by fees which are assessed for all parcels of land that are developed and are connected to the water system.

**Legal Basis:** This program was established by City Ordinance No. 874. Resources in this program are restricted.

**Budget Overview:** FY 2018 capital projects include \$200,000 for the design of the Recycled Water Expansion Phase II and \$200,000 for Reeves Pump Station construction.

**Net Working Capital Balance:** The ending net working capital will be negative (\$23,661) at the end of FY 2017-18. Amounts collected or transferred in future years will reimburse this fund.

Description	FY 2015-16 Actual	FY 2016-17 Adj Budget	FY 2016-17 Projected	FY 2017-18 Budget	% Budget 16-17 To Budget 17-18
<b>Beginning Balance</b>	<b>\$2,828,337</b>	<b>\$2,783,450</b>	<b>\$2,783,450</b>	<b>\$374,546</b>	<b>-87%</b>
<b>Additions:</b>					
Water Acreage Fees	18,943	1,000	12,210	1,000	0%
Investment Earnings	29,958	14,946	14,946	5,993	-60%
Transfer from Water Operating	0	100,000	100,000	0	-100%
<b>Total Additions</b>	<b>48,901</b>	<b>115,946</b>	<b>127,156</b>	<b>6,993</b>	<b>-94%</b>
<b>Deductions:</b>					
Contractual Services	0	68,010	68,010	0	-100%
Capital Improvements*	80,537	2,451,240	2,455,150	400,000	-84%
Interdepartmental Charges	13,250	12,900	12,900	5,200	-60%
<b>Total Deductions</b>	<b>93,787</b>	<b>2,532,150</b>	<b>2,536,060</b>	<b>405,200</b>	<b>-84%</b>
<b>Ending Balance</b>	<b>\$2,783,451</b>	<b>\$367,246</b>	<b>\$374,546</b>	<b>-\$23,661</b>	<b>-106%</b>
<b>*Detail of Capital Improvements:</b>					
Reservoir 10 & 6 Water Line Land	13,878	0	3,910	0	0%
Reservoir 10 & 6 Water Line	46,721	270,860	270,860	0	-100%
Reeves Pump Station	19,938	1,751,050	1,751,050	200,000	-89%
IRWD Interconnections	0	329,330	329,330	0	-100%
Recycled Water Expansion Phase II	0	100,000	100,000	200,000	100%
<b>Total Capital Improvements</b>	<b>\$80,537</b>	<b>\$2,451,240</b>	<b>\$2,455,150</b>	<b>\$400,000</b>	<b>-84%</b>

# Water Other Agency Depreciation Reserves

## 052-468

**Description:** The Water Other Agency Depreciation Reserves is set up to account for funds set aside for major repairs to the water system infrastructure that is owned, operated, and maintained by Joint Regional Water Supply System (JRWSS) which is a Joint Powers Authority. Depreciation is considered a normal operating expense, and funds are received from the general operating account. This process assures that funds will be available to replace equipment and rebuild water system infrastructure when equipment or infrastructure is no longer serviceable.

**Funding Source:** Depreciation on capital assets is the major source of funding for this program.

**Legal Basis:** Resources in this program are assigned.

**Budget Overview:** JRWSS Agency Projects totaling \$500,000 are scheduled for 2018.

**Net Working Capital Balance:** The ending net working capital will be \$2.9 million at the end of FY 2018.

Description	FY 2015-16 Actual	FY 2016-17 Adj Budget	FY 2016-17 Projected	FY 2017-18 Budget	% Budget 16-17 To Budget 17-18
<b>Beginning Balance</b>	<b>\$4,553,779</b>	<b>\$4,536,120</b>	<b>\$4,536,120</b>	<b>\$2,705,366</b>	<b>-40%</b>
<b>Additions:</b>					
Other Agency Depreciation Funded	800,000	800,000	800,000	700,000	-13%
Investment Earnings	48,234	24,356	24,356	43,286	78%
<b>Total Additions</b>	<b>848,234</b>	<b>824,356</b>	<b>824,356</b>	<b>743,286</b>	<b>-10%</b>
<b>Deductions:</b>					
Contractual Services	856,169	2,636,890	2,636,890	500,000	-81%
Interdepartmental Charges	9,720	18,220	18,220	14,950	-18%
<b>Total Deductions</b>	<b>865,889</b>	<b>2,655,110</b>	<b>2,655,110</b>	<b>514,950</b>	<b>-81%</b>
<b>Ending Balance</b>	<b>\$4,536,124</b>	<b>\$2,705,366</b>	<b>\$2,705,366</b>	<b>\$2,933,702</b>	<b>8%</b>

# Sewer Depreciation Reserve

054-476

**Description:** The Sewer Depreciation Reserve Fund is an account for funds to be set aside for the replacement of equipment that has reached the end of its useful life and for major repairs to the sewer system infrastructure. Depreciation is considered a normal operating expense, and funds are received from the general operating account. Depreciation charges are computed by dividing the initial cost of the item by the projected useful life of the item. A Sewer Asset Model determines depreciation contributions for major repairs to the system infrastructure. These processes assure that funds will be available to purchase replacement equipment and rebuild sewer system infrastructure when equipment or infrastructure is no longer serviceable.

**Funding Source:** Depreciation on capital assets and interest income are the major sources of funding for this program.

**Legal Basis:** This fund was established by City Ordinance No. 874. Resources in this program are assigned.

**Budget Overview:** Contractual Services projects total \$1.0 million. Capital Projects total \$850,000. Major projects include \$450,000 for SCADA System Implementation and \$200,000 for WRP Gravity Belt Thickener Replacement. Major maintenance projects include \$0.4 million for Primary Clarifier Covers and Grating Replacements and \$400,000 for Sewer System Replacements.

**Net Working Capital Balance:** The net working capital will be \$3.0 million at the end of FY 2017-18.

Description	FY 2015-16 Actual	FY 2016-17 Adj Budget	FY 2016-17 Projected	FY 2017-18 Budget	% Budget 16-17 To Budget 17-18
<b>Beginning Balance</b>	<b>\$10,298,900</b>	<b>\$10,971,060</b>	<b>\$10,971,060</b>	<b>\$2,524,686</b>	<b>-77%</b>
<b>Additions:</b>					
Depreciation Funded	2,782,412	2,560,000	2,560,000	2,560,000	0%
Investment Earnings	125,448	63,280	75,936	31,260	-51%
Transfer from Sewer Connection Fee	0	366,000	366,000	0	-100%
Transfer from Sewer Operating Fund	250,000	0	0	0	0%
Transfer from Storm Drain Fund	0	6,000	6,000	0	-100%
Transfer from Water Depreciation	0	412,000	412,000	0	-100%
<b>Total Additions</b>	<b>3,157,860</b>	<b>3,407,280</b>	<b>3,419,936</b>	<b>2,591,260</b>	<b>-24%</b>
<b>Deductions:</b>					
Contractual Services	1,034,681	5,609,770	4,623,690	1,000,000	-82%
Capital Improvements*	1,352,836	6,569,820	6,339,630	850,000	-87%
Interdepartmental Charges	57,680	127,730	127,730	126,920	-1%
Transfer to General Fund	25,000	25,000	25,000	25,000	0%
Transfer to Street Improvement	0	165,000	165,000	100,000	-39%
Transfer to Water Fund	0	212,000	212,000	25,000	-88%
Transfer to Storm Drain Fund	0	30,000	30,000	0	-100%
Transfer to Sewer Connection	0	300,000	300,000	0	-100%
Transfer to Other Funds	15,500	43,260	43,260	0	-100%
<b>Total Deductions</b>	<b>2,485,697</b>	<b>13,082,580</b>	<b>11,866,310</b>	<b>2,126,920</b>	<b>-84%</b>
<b>Ending Balance</b>	<b>\$10,971,063</b>	<b>\$1,295,760</b>	<b>\$2,524,686</b>	<b>\$2,989,026</b>	<b>131%</b>

# Sewer Depreciation Reserve

<b>*Detail of Capital Improvements:</b>	<b>FY 2015-16 Actual</b>	<b>FY 2016-17 Adj Budget</b>	<b>FY 2016-17 Projected</b>	<b>FY 2017-18 Budget</b>	<b>% Budget 16-17 To Budget 17-18</b>
Sewer System SCADA Implementation	119,724	1,074,950	1,074,950	450,000	-58%
Main Pump Station Rehabilitation	211,383	33,050	33,050	0	-100%
WRP Solids Handling	0	83,410	0	0	-100%
Main Pump Station Force Cathodic Protection	-19,672	0	0	0	0%
Land Outfall Rectifier	0	150,000	150,000	0	-100%
Digester #1 Structural & Mechanical Rehab	907,371	185,390	185,390	0	-100%
Calafia State Beach Sewer Realignment	6,797	143,200	0	0	-100%
Portable Generator Replacements	0	400,000	396,420	0	-100%
Primary Clarifier No 4 and 5 Rehab	13,117	841,940	841,940	0	-100%
WRP Electrical Systems Replacement	0	1,000,000	1,000,000	0	-100%
WRP Laboratory Rehabilitaion	0	100,000	100,000	0	-100%
Linda Lane Lift Station Stabilization	114,116	47,880	47,880	0	-100%
WRP Gravity Belt Thickener Replacement	0	150,000	150,000	200,000	33%
Los Molinos Lift Station Generator Replacement	0	260,000	260,000	0	-100%
Odor Control Systems Replacement	0	1,500,000	1,500,000	0	-100%
WRP Gas Flare Rehabilitation	0	600,000	600,000	0	-100%
WRP Security Gate	0	0	0	200,000	100%
<b>Total Capital Improvements</b>	<b>\$1,352,836</b>	<b>\$6,569,820</b>	<b>\$6,339,630</b>	<b>\$850,000</b>	<b>-87%</b>

# Sewer Connection Fee Reserve

054-477

**Description:** The Sewer Connection Fee Reserve account is used to construct new facilities required to collect, transport and treat the additional sewage generated by new development activity.

**Funding Source:** This program is funded by charging fees to developers and builders for connecting new facilities to the sewage system. The fee schedule is adjusted on a calendar year basis to allow for projected inflationary trends in new construction of capital projects.

**Legal Basis:** This program was established by City Ordinance No. 874. Resources in this program are restricted.

**Budget Overview:** There are no projects budgeted in FY 2017-18.

**Net Working Capital Balance:** The net working capital will be \$5.5 million at the end of FY 2017-18.

Description	FY 2015-16 Actual	FY 2016-17 Adj Budget	FY 2016-17 Projected	FY 2017-18 Budget	% Budget 16-17 To Budget 17-18
<b>Beginning Balance</b>	<b>\$7,003,991</b>	<b>\$6,496,540</b>	<b>\$6,496,540</b>	<b>\$5,442,076</b>	<b>-16%</b>
<b>Additions:</b>					
Sewer Connection Fees	315,616	15,460	163,160	15,460	0%
Investment Earnings	85,313	37,471	44,966	67,381	80%
Transfer from Sewer Depreciation	0	300,000	300,000	0	-100%
<b>Total Additions</b>	<b>400,929</b>	<b>352,931</b>	<b>508,126</b>	<b>82,841</b>	<b>-77%</b>
<b>Deductions:</b>					
Contractual Services	273,168	372,180	372,180	0	-100%
Capital Improvements*	609,580	1,183,130	786,730	0	-100%
Interdepartmental Charges	25,630	37,680	37,680	40,350	7%
Transfer to Sewer Depreciation	0	366,000	366,000	0	-100%
<b>Total Deductions</b>	<b>908,378</b>	<b>1,958,990</b>	<b>1,562,590</b>	<b>40,350</b>	<b>-98%</b>
<b>Ending Balance</b>	<b>\$6,496,542</b>	<b>\$4,890,481</b>	<b>\$5,442,076</b>	<b>\$5,484,567</b>	<b>12%</b>
<b>*Detail of Capital Improvements:</b>					
Marblehead Coastal Recycled Wtr Line	0	350,000	350,000	0	-100%
Recycled Water Expansion	144,884	245,000	245,000	0	-100%
Solids Handling Sludge Storage Tank	461,096	191,730	191,730	0	-100%
Tertiary Filter Backwash Improvements	3,600	396,400	0	0	-100%
<b>Total Capital Improvements</b>	<b>\$609,580</b>	<b>\$1,183,130</b>	<b>\$786,730</b>	<b>\$0</b>	<b>-100%</b>



# Sewer Other Agency Depreciation Reserves

054-478

**Description:** The Sewer Other Agency Depreciation Reserve Fund is used to account for funds to be set aside for major repairs to the sewer system infrastructure that is owned, operated and maintained by South Orange County Wastewater Authority (SOCWA). Depreciation is considered a normal operating expense, and funds are received from the general operating account. This process assures that funds will be available to rebuild sewer system infrastructure when infrastructure is no longer serviceable.

**Funding Source:** Depreciation on capital assets and interest income are the major sources of funding for this program.

**Legal Basis:** Resources in this program are assigned.

**Budget Overview:** There are no projects budgeted for FY 2017-18.

**Net Working Capital Balance:** The ending net working capital will be \$2.8 million at the end of FY 2017-18.

Description	FY 2015-16 Actual	FY 2016-17 Adj Budget	FY 2016-17 Projected	FY 2017-18 Budget	% Budget 16-17 To Budget 17-18
<b>Beginning Balance</b>	<b>\$2,431,895</b>	<b>\$2,662,560</b>	<b>\$2,662,560</b>	<b>\$2,526,199</b>	<b>-5%</b>
<b>Additions:</b>					
Other Agency Depreciation Funded	250,000	250,000	250,000	300,000	20%
Investment Earnings	29,622	15,357	18,429	31,278	104%
Transfer from Water Depreciation	0	120,000	120,000	0	-100%
<b>Total Additions</b>	<b>279,622</b>	<b>385,357</b>	<b>388,429</b>	<b>331,278</b>	<b>-14%</b>
<b>Deductions:</b>					
Contractual Services	33,240	508,440	508,440	0	-100%
Interdepartmental Charges	15,720	16,350	16,350	14,070	-14%
<b>Total Deductions</b>	<b>48,960</b>	<b>524,790</b>	<b>524,790</b>	<b>14,070</b>	<b>-97%</b>
<b>Ending Balance</b>	<b>\$2,662,557</b>	<b>\$2,523,127</b>	<b>\$2,526,199</b>	<b>\$2,843,407</b>	<b>13%</b>

# Storm Drain Utility Depreciation Reserve

## 059-553

**Description:** The Storm Drain Utility Depreciation Reserve was set up in FY 2002 to account for funds set aside for replacement of Storm Drain Fund equipment that has reached the end of its useful life and for major repairs to the Storm Drain Utility System infrastructure. Depreciation is considered a normal operating expense, and funds are received from the general operating account. Depreciation charges are computed by dividing the initial cost of the item by the projected useful life of the item and then budgeting the required amount. This process assures that funds will be available to purchase replacement equipment and rebuild Storm Drain Utility System infrastructure when equipment or infrastructure is no longer serviceable.

**Funding Source:** Depreciation on capital assets is a major source of funding for this program. Transfers from the Clean Ocean Operating Fund and the Storm Drain Operating Fund are made to support capital projects relating to water quality improvements.

**Legal Basis:** Resources in this program are assigned.

**Budget Overview:** One Capital Projects are included in the FY 2018 Budget for Calle Los Molinos/Calle Redondel Storm Drain Improvements. Contractual Services includes \$300,000 for continuing Storm Drain Rehabilitation activities.

**Net Working Capital Balance:** Ending net working capital will be \$1.2 million at the end of 2017-18.

Description	FY 2015-16 Actual	FY 2016-17 Adj Budget	FY 2016-17 Projected	FY 2017-18 Budget	% Budget 16-17 To Budget 17-18
<b>Beginning Balance</b>	<b>\$3,016,076</b>	<b>\$3,502,410</b>	<b>\$3,502,410</b>	<b>\$811,975</b>	<b>-77%</b>
<b>Additions:</b>					
Depreciation Funded	872,182	880,000	880,000	890,000	1%
Investment Earnings	35,303	16,772	20,965	12,323	-27%
Other Federal Grant	822,091	0	216,020	0	0%
Other State Grant	0	0	7,170	0	0%
Transfer from Gas Tax Fund	0	30,000	30,000	0	-100%
Transfer from Water Fund	0	30,000	30,000	0	-100%
Transfer from Sewer Fund	0	30,000	30,000	0	-100%
Transfer from Developers Impr Fund	0	94,640	94,640	0	-100%
<b>Total Additions</b>	<b>1,729,576</b>	<b>1,081,412</b>	<b>1,308,795</b>	<b>902,323</b>	<b>-17%</b>
<b>Deductions:</b>					
Contractual Services	139,262	530,050	2,451,290	200,000	-62%
Capital Improvements*	1,039,195	1,618,690	1,497,430	300,000	-81%
Interdepartmental Charges	64,787	75,510	44,510	60,700	-20%
Transfer to Sewer Depreciation	0	6,000	6,000	0	-100%
<b>Total Deductions</b>	<b>1,243,244</b>	<b>2,230,250</b>	<b>3,999,230</b>	<b>560,700</b>	<b>-75%</b>
<b>Ending Balance</b>	<b>\$3,502,408</b>	<b>\$2,353,572</b>	<b>\$811,975</b>	<b>\$1,153,598</b>	<b>-51%</b>

## Storm Drain Utility Depreciation Reserve

<b>*Detail of Capital Improvements:</b>	<b>FY 2015-16 Actual</b>	<b>FY 2016-17 Adj Budget</b>	<b>FY 2016-17 Projected</b>	<b>FY 2017-18 Budget</b>	<b>% Budget 16-17 To Budget 17-18</b>
Columbo Storm Drain Extension	782	0	0	0	0%
Via Ballena Storm Drain Relocation	993,630	171,260	50,000	0	-100%
Via Montega/Cascadita Storm Drain to M01	2,650	747,350	747,350	0	-100%
Calle De Los Molinos/Calle Redondel SD Rehab	42,133	150,080	150,080	300,000	100%
MO1/Avenida Vaquero Culvert Structural Rehab	0	100,000	100,000	0	-100%
Calle Toledo Storm Drain	0	450,000	450,000	0	-100%
<b>Total Capital Improvements</b>	<b>\$1,039,195</b>	<b>\$1,618,690</b>	<b>\$1,497,430</b>	<b>\$300,000</b>	<b>-81%</b>

# Clean Ocean Improvement Reserve

057-543

**Description:** Property owners in San Clemente approved the Clean Water Initiative in 2002, to help the City clean up urban runoff that flows from the City's storm drain system into the ocean. The Clean Water Initiative was renewed in 2007 and 2013 and is currently approved through June 2020.

**Funding Source:** The Clean Ocean Improvement Reserve is supported by transfers from the Clean Ocean Operating Fund, which derives its main revenue from fees assessed on improved parcels within the City of San Clemente.

**Legal Basis:** Resources in this program are restricted.

**Budget Overview:** The Capital Projects total \$375,000 for the Pier Understory Bird Deterrent project.

**Net Working Capital Balance:** Net working capital will be \$303,930 at the end of FY 2017-18.

Description	FY 2015-16 Actual	FY 2016-17 Adj Budget	FY 2016-17 Projected	FY 2017-18 Budget	% Budget 16-17 To Budget 17-18
<b>Beginning Balance</b>	<b>\$70,061</b>	<b>\$128,260</b>	<b>\$128,260</b>	<b>\$316,606</b>	<b>147%</b>
<b>Additions:</b>					
Investment Earnings	805	597	906	4,034	576%
Transfer from Operating Fund	180,000	1,552,000	1,552,000	375,000	-76%
<b>Total Additions</b>	<b>180,805</b>	<b>1,552,597</b>	<b>1,552,906</b>	<b>379,034</b>	<b>-76%</b>
<b>Deductions:</b>					
Contractual Services	18,410	883,230	700,000	0	-100%
Capital Improvements*	98,307	837,720	648,220	375,000	-55%
Interdepartmental Charges	5,890	16,340	16,340	16,710	2%
<b>Total Deductions</b>	<b>122,607</b>	<b>1,737,290</b>	<b>1,364,560</b>	<b>391,710</b>	<b>-77%</b>
<b>Ending Balance</b>	<b>\$128,259</b>	<b>-\$56,433</b>	<b>\$316,606</b>	<b>\$303,930</b>	<b>-639%</b>
<b>*Detail of Capital Improvements:</b>					
MO2 Water Quality Treatment	3,420	67,570	0	0	-100%
Trafalgar Canyon Outlet Water Quality Improv.	16,672	248,360	70,000	0	-100%
WRP Sewer Line Upsize for MO2 Treatment	78,215	21,790	78,220	0	-100%
Maintenance Yard Covers	0	500,000	500,000	0	-100%
Pier Understory Bird Deterrent	0	0	0	375,000	100%
<b>Total Capital Improvements</b>	<b>\$98,307</b>	<b>\$837,720</b>	<b>\$648,220</b>	<b>\$375,000</b>	<b>-55%</b>

# Golf Depreciation Reserve

056-666

**Description:** The Golf Depreciation Reserve provides for the replacement of equipment, machinery, and buildings that have reached the end of their useful lives. Depreciation is considered a normal operating expense, and funds are received from the general operating accounts. Depreciation charges are computed by dividing the initial cost of the item by its projected useful life. This account assures that funds will be available to purchase replacement equipment and to replace building infrastructure when they are no longer serviceable.

**Funding Source:** Depreciation on capital assets is the major source of funding for this program which is transferred from the Golf Operating Fund at the end of the fiscal year.

**Legal Basis:** Resources in this program are assigned.

**Budget Overview:** Capital Improvement Projects planned include \$10,000 for concrete repairs.

**Net Working Capital Balance:** The net working capital balance will be \$2.4 million at the end of FY 2017-18. Net working capital includes an interfund loan receivable of \$1.25 million from the Golf Operating Fund.

Description	FY 2015-16 Actual	FY 2016-17 Adj Budget	FY 2016-17 Projected	FY 2017-18 Budget	% Budget 16-17 To Budget 17-18
<b>Beginning Balance</b>	<b>\$1,906,283</b>	<b>\$2,055,160</b>	<b>\$2,055,160</b>	<b>\$2,185,147</b>	<b>6%</b>
<b>Additions:</b>					
Depreciation Funded	212,753	193,800	196,137	196,137	1%
Transfer from Golf Operating	25,502	25,500	20,000	20,000	-22%
Transfer from Fleet Maintenance	0	35,640	35,640	0	-100%
Investment Earnings	9,086	3,834	6,290	6,516	70%
Interest on internal loan	25,000	0	0	0	0%
<b>Total Additions</b>	<b>272,341</b>	<b>258,774</b>	<b>258,067</b>	<b>222,653</b>	<b>-14%</b>
<b>Deductions:</b>					
Contractual Services	19,330	65,670	65,670	0	-100%
Capital Improvements*	99,360	57,710	57,700	46,000	-20%
Interfund Charges	4,770	4,710	4,710	6,060	29%
<b>Total Deductions</b>	<b>123,460</b>	<b>128,090</b>	<b>128,080</b>	<b>52,060</b>	<b>-59%</b>
<b>Ending Balance</b>	<b>\$2,055,164</b>	<b>\$2,185,844</b>	<b>\$2,185,147</b>	<b>\$2,355,740</b>	<b>8%</b>
<b>*Detail of Capital Improvements:</b>					
Improvements other than Buildings	3,289	16,710	16,700	10,000	-40%
Machinery & Equipment	96,071	41,000	41,000	36,000	-12%
<b>Total Capital Improvements</b>	<b>\$99,360</b>	<b>\$57,710</b>	<b>\$57,700</b>	<b>\$46,000</b>	<b>-20%</b>

# Golf Capital Improvement Reserve

056-667

**Description:** The Golf Capital Improvement Reserve provides for the replacement of golf course improvements, such as irrigation systems, tee box, green renovations, and other improvements on the golf course. Equipment, machinery, and buildings are covered under the Golf Depreciation Reserve and are not a part of this reserve.

**Funding Source:** Depreciation on capital improvements is the major source of funding for this program which is transferred from the Golf Operating fund at the end of the fiscal year.

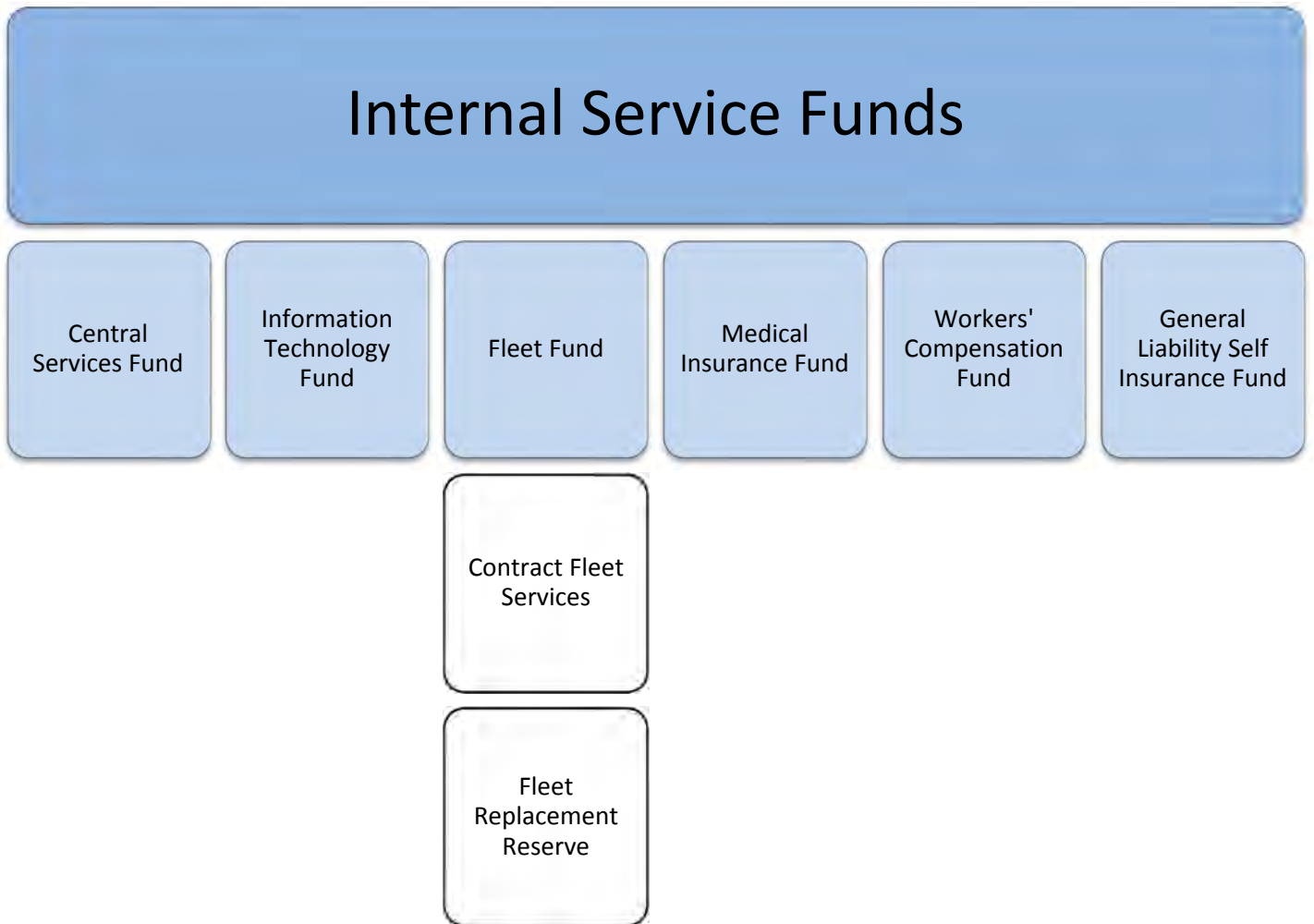
**Legal Basis:** This program was created by City Resolution No. 30-85 and 02-86. Resources in this program are assigned.

**Budget Overview:** No capital projects are budgeted in FY 2017-18.

**Net Working Capital Balance:** The net working capital balance will be \$1.3 million at the end of FY 2017-18. \$500,000 of net working capital represents an interfund loan receivable from the Golf Operating Fund.

Description	FY 2015-16 Actual	FY 2016-17 Adj Budget	FY 2016-17 Projected	FY 2017-18 Budget	% Budget 16-17 To Budget 17-18
<b>Beginning Balance</b>	<b>\$935,748</b>	<b>\$1,080,200</b>	<b>\$1,080,200</b>	<b>\$1,197,789</b>	<b>11%</b>
<b>Additions:</b>					
Depreciation Funded	140,121	146,200	147,963	147,963	1%
Investment Earnings	4,460	2,016	3,306	3,572	77%
Interest on internal loan	10,000	0	0	0	0%
<b>Total Additions</b>	<b>154,581</b>	<b>148,216</b>	<b>151,269</b>	<b>151,535</b>	<b>2%</b>
<b>Deductions:</b>					
Capital Improvements*	6,449	28,970	28,970	0	-100%
Interdepartmental Charges	3,680	4,710	4,710	5,780	23%
<b>Total Deductions</b>	<b>10,129</b>	<b>33,680</b>	<b>33,680</b>	<b>5,780</b>	<b>-83%</b>
<b>Ending Balance</b>	<b>\$1,080,200</b>	<b>\$1,194,736</b>	<b>\$1,197,789</b>	<b>\$1,343,544</b>	<b>12%</b>
<b>*Detail of Capital Improvements:</b>					
Concrete Sidewalk Repair	6,449	28,970	28,970	0	-100%
<b>Total Capital Improvements</b>	<b>\$6,449</b>	<b>\$28,970</b>	<b>\$28,970</b>	<b>\$0</b>	<b>-100%</b>

**Internal Service Funds** are established to finance and account for goods and services provided by one City department to other City departments on a cost reimbursement basis.



# Central Services Fund

062-242/812

**Description:** The Central Services Fund provides duplicating, postage, and communications services for all programs.

**Funding Source:** Other City programs within funds are charged on a cost reimbursement basis. The cost of an individual copy in duplicating services is based on the total costs accumulated during the prior year. Machine rental, toner, paper, and miscellaneous costs are divided by the number of copies made during the prior year. The charges to each program for postage are compiled daily based upon actual usage with additional amounts charged for the maintenance costs of the postage meter. Communication charges are allocated to the using divisions based on the number of phone lines, cellular phones, and lease phone lines. Imaging Fees offset Electronic Data Management System expenditures.

**Legal Basis:** Resources in this fund are assigned.

**Budget Overview:** Charges to other departments amount are \$542,780, which reflect an increase to communication charges. This is due to costs related to the replacement of the telephone system replacement.

**Net Working Capital Balance:** The ending net working capital balance is \$23,240 at the end of FY 2017-18.

Expenditures By Category	FY 2015-16 Actual	FY 2016-17 Adj Budget	FY 2016-17 Projected	FY 2017-18 Budget	% Budget 16-17 To Budget 17-18
Personnel	55,686	59,390	53,000	60,960	3%
Supplies	48,779	52,600	46,500	52,430	0%
Contractual Services	332,928	321,530	309,150	525,270	63%
Interdepartmental Charges	41,890	44,640	44,640	44,570	0%
Debt Service	41,590	42,290	42,090	38,120	-10%
Interfund Transfer	0	75,000	75,000	0	-100%
<b>Total</b>	<b>\$520,873</b>	<b>\$595,450</b>	<b>\$570,380</b>	<b>\$721,350</b>	<b>21%</b>

Description	FY 2015-16 Actual	FY 2016-17 Adj Budget	FY 2016-17 Projected	FY 2017-18 Budget	% Budget 16-17 To Budget 17-18
<b>Beginning Balance</b>	<b>\$344,668</b>	<b>\$311,720</b>	<b>\$311,720</b>	<b>\$157,310</b>	<b>-50%</b>
<b>Additions:</b>					
Imaging Fees	62,994	48,000	40,000	42,000	-13%
Investment Earnings	3,894	2,000	2,300	2,500	25%
Charges to Other Departments	419,830	373,670	373,670	542,780	45%
Other Revenues	1,207	0	0	0	0%
<b>Total Additions</b>	<b>487,925</b>	<b>423,670</b>	<b>415,970</b>	<b>587,280</b>	<b>39%</b>
<b>Deductions:</b>					
Central Services	315,612	268,360	257,390	261,640	-3%
Communications	205,261	327,090	312,990	459,710	41%
<b>Total Deductions</b>	<b>520,873</b>	<b>595,450</b>	<b>570,380</b>	<b>721,350</b>	<b>21%</b>
<b>Ending Balance</b>	<b>\$311,720</b>	<b>\$139,940</b>	<b>\$157,310</b>	<b>\$23,240</b>	<b>-83%</b>



# Information Technology

063-241

**Description:** The Information Technology (IT) Fund is used to account for the costs associated with the City's centralized computer system and to distribute these costs to the departments using the system. Included are costs for hardware, software, network services, computer training and staff support.

**Funding Source:** Other City programs within funds are charged on a cost reimbursement basis. The cost is determined based on the number of computer units within a department.

**Legal Basis:** Resources in this fund are assigned.

**Budget Overview:** Expenses in this fund include the costs to design, install, maintain and support the City's enterprise computer network, including servers, computers, and related networking equipment. Staff in this fund support the network, provide training and support to other City staff, and maintain the City website. Decreases in capital outlay and increases to the contractual services are a result of the implementation of the the IT strategic plan.

**Net Working Capital Balance:** Net working capital is budgeted to be \$73,810 at the end of FY 2017-18.

Expenditures By Category	FY 2015-16 Actual	FY 2016-17 Adj Budget	FY 2016-17 Projected	FY 2017-18 Budget	% Budget 16-17 To Budget 17-18
Personnel	610,319	803,650	764,250	836,010	4%
Supplies	4,762	5,000	2,700	5,000	0%
Contractual Services	635,822	1,107,780	1,095,760	964,800	-13%
Other Charges	43,408	15,600	15,620	15,600	0%
Capital Outlay	105,060	709,210	709,210	85,000	-88%
Interdepartmental Charges	150,210	140,020	140,020	156,060	11%
<b>Total</b>	<b>\$1,549,581</b>	<b>\$2,781,260</b>	<b>\$2,727,560</b>	<b>\$2,062,470</b>	<b>-26%</b>

Description	FY 2015-16 Actual	FY 2016-17 Adj Budget	FY 2016-17 Projected	FY 2017-18 Budget	% Budget 16-17 To Budget 17-18
<b>Beginning Balance</b>	<b>\$436,735</b>	<b>\$649,530</b>	<b>\$649,530</b>	<b>\$93,190</b>	<b>-86%</b>
<b>Additions:</b>					
Charges to Other Departments	1,640,020	1,862,880	1,862,880	2,034,090	9%
Investment Earnings	7,260	3,500	8,700	9,000	157%
Other Revenue	100	0	800	0	0%
Interfund Transfers	115,000	298,840	298,840	0	-100%
<b>Total Additions</b>	<b>1,762,380</b>	<b>2,165,220</b>	<b>2,171,220</b>	<b>2,043,090</b>	<b>-6%</b>
<b>Deductions:</b>					
<b>Total Deductions</b>	<b>1,549,581</b>	<b>2,781,260</b>	<b>2,727,560</b>	<b>2,062,470</b>	<b>-26%</b>
<b>Ending Balance</b>	<b>\$649,534</b>	<b>\$33,490</b>	<b>\$93,190</b>	<b>\$73,810</b>	<b>120%</b>

# Fleet Services Fund

## 065-619

**Description:** First Vehicle Services (FVS) is responsible for the preventative maintenance and repair for the City's vehicles and equipment. First Vehicle Services is a contracted service provider operating from the City's maintenance facility. First Vehicle Services guarantees vehicle availability, timeliness of performance and emergency road response.

**Funding Source:** Actual operations and maintenance costs from the prior year are charged to each vehicle through interdepartmental charges.

**Legal Basis:** Resources in this fund are assigned.

**Budget Overview:** Fuel costs have increased from the previous year. Contractual services remain constant and are primarily for the vehicle service contract. There are no capital projects scheduled for FY 2017-18.

**Net Working Capital Balance:** Net working capital is anticipated to decrease to \$116,760 at the end of FY 2017-18.

Description	FY 2015-16 Actual	FY 2016-17 Adj Budget	FY 2016-17 Projected	FY 2017-18 Budget	% Budget 16-17 To Budget 17-18
<b>Beginning Balance</b>	<b>\$355,435</b>	<b>\$379,740</b>	<b>\$379,740</b>	<b>\$347,914</b>	<b>-8%</b>
<b>Additions:</b>					
Charges to Other Departments	947,650	865,170	865,170	743,540	-14%
Investment Earnings	4,905	1,948	2,754	2,956	52%
Miscellaneous Income	8,351	20,000	5,910	10,000	-50%
<b>Total Additions</b>	<b>960,906</b>	<b>887,118</b>	<b>873,834</b>	<b>756,496</b>	<b>-15%</b>
<b>Deductions:</b>					
Supplies	284,132	421,750	303,350	362,350	-14%
Contractual Services*	537,193	564,360	548,350	572,840	2%
Capital Outlay	60,306	0	0	0	0%
Interdepartmental Charges	54,970	53,960	53,960	52,460	-3%
<b>Total Deductions</b>	<b>936,601</b>	<b>1,040,070</b>	<b>905,660</b>	<b>987,650</b>	<b>-5%</b>
<b>Ending Balance</b>	<b>\$379,740</b>	<b>\$226,788</b>	<b>\$347,914</b>	<b>\$116,760</b>	<b>-49%</b>

# Fleet Replacement Reserve Fund

065-824

**Description:** The Fleet Replacement Reserve includes funding set aside for the replacement of vehicles and other rolling stock as they become unserviceable, obsolete, or reach a predetermined service life. When new equipment is purchased, a replacement schedule is established so that funds will be available at the end of the useful life of the equipment. This provides for an orderly funding mechanism for purchasing replacement pieces of equipment.

**Funding Source:** Replacement costs, along with vehicle operating costs, are charged directly to each user program in all funds. The estimated replacement cost is established by factoring the original purchase price by an annual compounded inflation rate. The annual replacement charge is then calculated by dividing the replacement cost by the number of years before replacement is scheduled.

**Legal Basis:** Resources in this program are assigned.

**Budget Overview:** Capital Outlay scheduled in FY 2017-18 is for replacement of vehicles and equipment.

**Net Working Capital Balance:** Net working capital will remain at \$4.8 million at the end of FY 2017-18.

Description	FY 2015-16 Actual	FY 2016-17 Adj Budget	FY 2016-17 Projected	FY 2017-18 Budget	% Budget 16-17 To Budget 17-18
<b>Beginning Balance</b>	<b>\$4,408,488</b>	<b>\$5,273,570</b>	<b>\$5,273,570</b>	<b>\$4,359,296</b>	<b>-17%</b>
<b>Additions:</b>					
Replacement Charges to Depts.	750,070	549,860	549,860	540,600	-2%
Investment Earnings	60,835	27,052	38,246	37,044	37%
Gain/Loss on Disposal of Fixed Assets	24,750	0	0	0	0%
Transfer from Other Funds	60,000	0	0	0	0%
<b>Total Additions</b>	<b>895,655</b>	<b>576,912</b>	<b>588,106</b>	<b>577,644</b>	<b>0%</b>
<b>Deductions:</b>					
Capital Outlay*	26,066	1,541,380	1,462,870	164,740	-89%
Interfund Charges	4,510	3,870	3,870	3,420	-12%
Transfer to Golf Fund	0	35,640	35,640	0	-100%
<b>Total Expenditures</b>	<b>30,576</b>	<b>1,580,890</b>	<b>1,502,380</b>	<b>168,160</b>	<b>-89%</b>
<b>Ending Balance</b>	<b>\$5,273,567</b>	<b>\$4,269,592</b>	<b>\$4,359,296</b>	<b>\$4,768,780</b>	<b>12%</b>

# Fleet Replacement Reserve

*Detail of Capital Outlay (Replacements):	FY 2015-16 Actual	FY 2016-17 Adj Budget	FY 2016-17 Projected	FY 2017-18 Budget	% Budget 16-17 To Budget 17-18
Unit #0988 2001 Ford Windstar Pool Van	26,066	5,940	0	0	-100%
Unit #1004 2002 Toyota Prius	0	24,150	21,370	0	-100%
Unit #1138 2009 Honda Motorcycle	0	30,200	28,200	0	-100%
Unit #1144 2011 Honda Motorcycle	0	31,320	28,200	0	-100%
Unit #0986 2001 Ford Ranger	0	26,820	26,820	0	-100%
Unit #1039 Chevy 3/4 ton Cargo Van	0	20,760	20,760	0	-100%
Unit #1003 2002 Ford F250 Utility Body	0	38,880	38,880	0	-100%
Unit #1051 2006 Ford Windstar Van	0	23,240	23,240	0	-100%
Unit #1052 2006 Ford F350 Truck	0	53,370	53,370	0	-100%
Unit #1055 2006 Chevrolet 1/2 ton Truck	0	29,920	29,920	0	-100%
Unit #1073 2007 Yamaha Rhino	0	8,310	8,310	0	-100%
Unit #1089 2008 Ford F350 Utility Body	0	32,690	32,690	0	-100%
Unit #1092 2008 Ford F350 Utility Body	0	32,690	32,690	0	-100%
Unit #1095 2008 Ford Ranger Super Cab	0	25,000	25,000	0	-100%
Unit #0996 2001 Freightliner Dump Truck	0	85,800	85,800	0	-100%
Unit #1072 2007 Ford F350 Utility Body	0	34,720	34,720	0	-100%
Unit #1094 2008 Ford Ranger Super Cab	0	25,000	25,000	0	-100%
Unit #0983 2001 Ford Ranger	0	25,000	25,000	0	-100%
Unit #0989 2002 Ford Explorer	0	38,250	22,210	0	-100%
Unit #1091 2008 Ford Utility Body	0	32,760	32,760	0	-100%
Unit #1027 2004 Ford 3/4 ton Utility Body	0	27,600	27,600	0	-100%
Unit #1001 2002 Ford F550	0	150,000	148,800	0	-100%
Unit #1002 Ford F550 Utility w/Equip.	0	150,000	142,550	0	-100%
Unit #1902 2008 Ford Crown Victoria	0	29,000	0	0	-100%
Unit #1904 2008 Ford Crown Victoria	0	29,000	29,000	0	-100%
Unit #1026 2004 Ford Ranger	0	22,000	21,370	0	-100%
Unit #1022 2004 Ford Taurus LX	0	20,000	21,370	0	-100%
Unit #1054 2006 Ford F350 w/Generator	0	50,000	50,000	0	-100%
Unit #1019 2004 Ford F250	0	39,000	39,000	0	-100%
Unit #1066 2007 Ford F150 Supercab	0	21,700	21,700	0	-100%
Unit #1067 2007 Ford F150 Supercab	0	21,700	21,700	0	-100%
Unit #0990 Layton D550 Paver	0	40,200	40,200	0	-100%
Unit #1040 Chevy Silverado 1500	0	35,000	35,000	0	-100%
Unit #1023 2004 Ford Taurus SE	0	21,600	24,480	0	-100%
Unit #1070 2008 Ford F250	0	27,900	27,900	0	-100%
Unit #0979 2001 Ford F350 Dump Truck	0	42,000	42,000	0	-100%
Unit #1014 2003 Ford Ranger	0	28,900	28,900	0	-100%
Unit #1941 2009 Ford Crown Victoria	0	31,000	31,000	0	-100%
Unit #1054 Ford F350	0	50,640	50,640	0	-100%
Unit #1131 Ford F350	0	37,170	37,170	0	-100%
Unit #1046 Ford Taurus City Hall	0	42,150	27,550	0	-100%
Unit #1060 2007 Ford F150	0	0	0	21,080	100%
Unit #1061 2007 Ford F150 4X4	0	0	0	24,480	100%
Unit #1093 2008 Ford Ranger	0	0	0	20,090	100%
Unit #1143 2011 Honda TRX420FE8	0	0	0	7,640	100%
Unit #1160 2013 Honda TRXFE	0	0	0	7,310	100%
Unit #1161 2013 Honda TRXFE	0	0	0	7,310	100%
Unit #1020 2004 Ford Ranger	0	0	0	28,890	100%
Unit #0987 2001 Ford Ranger 4X2	0	0	0	26,860	100%
Unit #1059 2007 Ford F150	0	0	0	21,080	100%
<b>Total Capital Outlay</b>	<b>\$26,066</b>	<b>\$1,541,380</b>	<b>\$1,462,870</b>	<b>\$164,740</b>	<b>-89%</b>

# Medical Insurance Fund

066-814

**Description:** The Medical Insurance program is offered to all regular full-time employees and benefited part-time employees. The benefits covered include medical, vision and dental insurance. Health insurance is coordinated through the CalPERS health plans. The fund also includes retiree insurance and COBRA insurance.

**Funding Source:** Premiums are based on the specific medical insurance program which the employee has selected. The costs of the medical program are accounted for in this fund and charged back to the appropriate program. Other postemployment medical benefits are pre-funded through the California Employers Retiree Benefit Trust (CERBT) which is a Section 115 trust based on charges allocated to the programs by this fund.

**Legal Basis:** Resources in this fund are assigned.

**Budget Overview:** Expenses include premium payments for medical, dental and vision plans. The City continues to experience premium increases and costs. Costs are recovered through charges to other funds and employee paid premiums.

**Net Working Capital Balance:** Net working capital will be \$36,880 at the end of FY 2017-18.

Description	FY 2015-16 Actual	FY 2016-17 Adj Budget	FY 2016-17 Projected	FY 2017-18 Budget	% Budget 16-17 To Budget 17-18
<b>Beginning Balance</b>	-\$183,123	\$12,310	\$12,310	\$21,780	77%
<b>Additions:</b>					
Premiums Charged	2,707,697	3,250,000	3,250,000	3,308,560	2%
COBRA Premiums	2,853	0	3,000	3,000	100%
Retiree Premiums	226,398	348,000	348,000	348,000	0%
Investment Earnings	1,345	2,600	100	100	-96%
Miscellaneous Income	7,980	10,000	7,000	7,000	-30%
<b>Total Additions</b>	<b>2,946,273</b>	<b>3,610,600</b>	<b>3,608,100</b>	<b>3,666,660</b>	<b>2%</b>
<b>Deductions:</b>					
Claims Paid	207,954	233,000	233,000	234,280	1%
Premiums Paid	2,458,617	3,096,350	3,259,350	3,303,620	7%
Claims Administration	27,748	38,000	38,000	38,000	0%
Other Charges	5,075	5,000	50	0	-100%
Contractual Services	2,307	2,400	2,400	2,400	0%
Interfund Charges	49,140	65,830	65,830	73,260	11%
<b>Total Deductions</b>	<b>2,750,841</b>	<b>3,440,580</b>	<b>3,598,630</b>	<b>3,651,560</b>	<b>6%</b>
<b>Ending Balance</b>	<b>\$12,309</b>	<b>\$182,330</b>	<b>\$21,780</b>	<b>\$36,880</b>	<b>-80%</b>

# Workers' Compensation Fund

067-815

**Description:** The City is self-insured for Workers' Compensation; however, the City receives an excess insurance supplement from CSAC Excess Insurance Authority. The City continues to use the manual rates approved by the California Department of Insurance to charge the various departments. Through the City's payroll system, premiums for this coverage are charged back to the various departments and operating funds are included in the employees' compensation package. Costs linked to running the program, such as providing a third-party claims administrator, are also shared using the same methodology.

**Funding Source:** The major source of funding for this program is the premiums charged to other funds.

**Legal Basis:** Resources in this fund are assigned.

**Budget Overview:** Revenue is anticipated to go down due to lower insurance recoveries.

**Net Working Capital Balance:** The ending working capital for FY 2017-18 will be \$1.4 million. This \$1.4 million includes \$900,000 or three times the Self-insurance retention of \$300,000 based on the City's fiscal policy. The remaining balance provides for claims prior to 1995 when the City was self-insured.

Description	FY 2015-16 Actual	FY 2016-17 Adj Budget	FY 2016-17 Projected	FY 2017-18 Budget	% Budget 16-17 To Budget 17-18
<b>Beginning Balance</b>	<b>\$1,657,144</b>	<b>\$1,532,080</b>	<b>\$1,532,080</b>	<b>\$1,444,380</b>	<b>-6%</b>
<b>Additions:</b>					
Prem. Charged to Other Funds	425,569	440,000	440,000	484,000	10%
Investment Earnings	20,883	10,120	12,380	10,400	3%
Other Revenue	5,731	0	38,500	0	0%
<b>Total Additions</b>	<b>452,183</b>	<b>450,120</b>	<b>490,880</b>	<b>494,400</b>	<b>10%</b>
<b>Deductions:</b>					
Supplies	3,211	12,680	12,680	7,100	-44%
Contractual Services	5,914	14,500	14,500	12,500	-14%
Other Charges	522,723	526,000	501,580	515,000	-2%
Interfund Charges	45,400	49,820	49,820	40,170	-19%
<b>Total Deductions</b>	<b>577,248</b>	<b>603,000</b>	<b>578,580</b>	<b>574,770</b>	<b>-5%</b>
<b>Ending Balance</b>	<b>\$1,532,079</b>	<b>\$1,379,200</b>	<b>\$1,444,380</b>	<b>\$1,364,010</b>	<b>-1%</b>

# General Liability Self Insurance Fund

068-816

**Description:** In order to control the costs of subsidence claims and continue to purchase liability and property insurance, the City in fiscal year 2005 entered into a joint powers agreement through the California Joint Powers Insurance Authority, (CJPIA), with other agencies to purchase excess layers of protection. Under this program, the City is covered for expenses related to subsidence claims, as this coverage will be provided through CJPIA. The City will continue to control costs lower its risk through a combination of self-insurance and purchased insurance, while maintaining comprehensive coverage.

**Funding Source:** Premium charges, claims adjustments, legal services and other administration costs are necessary to maintain this program. Each of the operating funds of the City are charged an amount in relation to the frequency and severity of claims incurred. These amounts are received in the General Liability Self-Insurance Fund to pay for insurance coverage.

**Legal Basis:** This fund is governed by Resolution No. 67-78 and 18-80. Resources in this fund are assigned.

**Budget Overview:** Employer premiums charged to other funds are \$3 million. In FY 2014-15 the City started to receive proceeds from the Bellota land subsidence under a settlement agreement. Land proceeds are not budgeted. Expenses include administrative costs, claims and payments to CJPIA to provide coverage.

**Net Working Capital Balance:** Ending net working capital is \$1.7 million at the end of FY 2017-18.

Description	FY 2015-16 Actual	FY 2016-17 Adj Budget	FY 2016-17 Projected	FY 2017-18 Budget	% Budget 16-17 To Budget 17-18
<b>Beginning Balance</b>	<b>\$544,348</b>	<b>\$1,999,840</b>	<b>\$1,999,840</b>	<b>\$1,373,380</b>	<b>-31%</b>
<b>Additions:</b>					
Employer Premiums	2,400,000	2,500,000	2,500,000	3,000,000	20%
Investment Earnings	7,351	100	10,000	8,000	7900%
Transfer from the General Fund	900,000	450,000	450,000	0	-100%
Gain/Loss on Disposal of Assets	2,558,847	0	1,981,110	0	0%
Miscellaneous Revenues	15,437	0	0	0	0%
<b>Total Additions</b>	<b>5,881,635</b>	<b>2,950,100</b>	<b>4,941,110</b>	<b>3,008,000</b>	<b>2%</b>
<b>Deductions:</b>					
Personnel	163,188	128,570	158,990	166,450	29%
Supplies	1,350	700	700	700	0%
Contractual Services	414,707	1,593,300	1,593,240	403,300	-75%
Other Charges	3,783,859	3,781,150	3,745,640	2,058,700	-46%
Interfund Charges	63,040	69,000	69,000	55,440	-20%
<b>Total Deductions</b>	<b>4,426,144</b>	<b>5,572,720</b>	<b>5,567,570</b>	<b>2,684,590</b>	<b>-52%</b>
<b>Ending Balance</b>	<b>\$1,999,839</b>	<b>-\$622,780</b>	<b>\$1,373,380</b>	<b>\$1,696,790</b>	<b>-372%</b>





# Capital Improvement Program

## Introduction

The Capital Improvement Program (CIP) section of the Annual Budget document is intended to provide the reader with a summary of the major capital projects for FY 2017-18. The City's Capital Improvement Program is divided into six major categories:

- Drainage
- Parks and Medians
- Sewer
- Street
- Water
- Facilities and Other Improvements

This section provides a summary of the CIP process, master plans, six year project plans presented by the six major categories for easy reference, and an overview of *Carry Forward Projects* (projects appropriated by Council in previous fiscal years which are reappropriated into FY 2017-18). In addition, an easy-reference map allows the reader to identify the location of major new projects in FY 2017-18.

Individual project sheets outlining the project description, project location (including maps), projected cost, operation and maintenance costs and funding sources are included in this section and are organized based on the major categories listed previously.

## Master Plans

The City utilizes "master plans" to guide the development and maintenance of existing infrastructure, as well as future capital improvements. The plans provide a foundation for the development of goals and priorities for capital improvement projects. The list of master plans includes:

- City General Plan
- Master Plan for City Facilities
- Park & Recreation Master Plan
- Regional Circulation Financing and Phasing Program (RCFPP)
- Street Improvement Program
- Water Master Plan
- Drainage Master Plan
- Wastewater (Sewer) Master Plan
- Water and Sewer Asset Management Plan
- Recycled Water Master Plan
- Urban Runoff Management Plan
- Other Specific Plans (e.g. Pier Bowl Specific Plan)

These master plans demonstrate the City's commitment to long-range capital improvement programming by focusing attention on the current and future needs of the community, while balancing the community's needs with its available fiscal resources.

## CIP Process

The long-term Capital Improvement Program includes projects that have a value of \$25,000 or more with a minimum useful life of 5 years at a fixed location. Equipment, operating and maintenance costs are identified and will be included in future operating budgets.

# Capital Improvement Program

The Capital Improvement Program Committee, consisting of members from all City departments, annually prepares and updates a six-year capital improvement plan. Projects are reviewed by the CIP Committee to ensure that the City’s priorities are addressed and that staffing levels and funds are adequate to complete the projects. Capital Improvement Program projects are addressed based on the following four categories:

- **Replacement**  
Existing improvements that are deteriorated and need to be replaced and/or upgraded to continue to provide service and to meet current codes and regulations.
- **Expansion**  
New improvements that are growth-related and funded through development fees. These improvements are identified in master plans and/or agreements, and funding sources are in place.
- **Growth**  
New improvements based on projected development. These projects are “development dependent”, and the funding source is through future development fees and/or financing by developers.
- **Economic Vitality and Diversity**  
This includes construction of improvements for promotion of economic vitality and diversity and to eliminate and prevent the spread of blight and deterioration in the City.

## FY 2018 Capital Improvement Projects

The total budget for the City’s Capital Improvements in FY 2017-18 is \$13.4 million. There are 35 Capital Improvement Projects included in the program for FY 2017-18. The chart below summarizes the FY 2017-18 new CIP program by project amount (in millions), number, and type:

Category	Dollars (in millions)	Number of projects
Drainage	\$ 0.7	2
Parks & Medians	0.5	3
Sewer	0.8	3
Streets	5.6	13
Water	2.7	6
Facilities and Other Improvements	3.1	8
<b>FY 2017-18 Capital Improvement Projects</b>	<b>\$ 13.4</b>	<b>35</b>

The individual projects by category and fund are listed on the New Capital Improvements Projects – Summary by Category and the New Capital Improvements Projects – Summary by Fund schedules. A six year capital plan is presented. However, only the first year of projects are funded and approved with the additional years presented for planning purposes only. The Street projects (\$5.6 million) are primarily based on the Street Master Plan and the Street Improvement Program. Water (\$2.7 million), Sewer (\$0.8 million) and Drainage (\$0.7 million) projects are based on their respective master plans or to meet regulatory requirements. In addition, the Parks and Medians (\$0.5 million), and Facilities and Other Improvements (\$3.1 million) are based on the City Facilities Master Plan or additional Council identified needs.

Funding for the projects is outlined in the New Capital Improvement Projects – Revenue Summary. The Sidewalk Improvements/CDBG project is dependent upon the receipt of a Federal grant in FY 2017-18. Other projects are funded through existing revenues in the General Fund, capital project, special revenue or depreciation reserve funds.

# Capital Improvement Program

## Maintenance and Other Projects

These projects include normal maintenance, studies or small contractual projects. The details of these projects are listed in the schedules of Maintenance and Other Projects – Summary by Category and the Maintenance and Other Projects – Summary by Fund. The City will spend \$5.1 million on 21 maintenance and other contractual projects which consist of \$0.2 million in Drainage, \$0.2 million in Parks & Medians, \$1.1 million in Sewer, \$1.5 million in Street, \$1.3 million in Water and \$0.8 million in Facilities and Other Improvements.

<b>Category</b>	Dollars (in millions)	Number of projects
Drainage	\$ 0.2	1
Parks & Medians	0.2	1
Sewer	1.1	4
Streets	1.5	7
Water	1.3	6
Facilities and Other Improvements	0.8	2
<b>FY 2017-18 Maintenance and Other Projects</b>	<b>\$ 5.1</b>	<b>21</b>

Funding sources for these projects are outlined on the Maintenance and Other Projects – Revenue Summary.

## Significant Capital Projects and Operating Impacts

Two significant projects completed during the year that were non-routine in nature were:

- Ole Hanson Beach Club Renovation
- Opportunistic Sand Replenishment at North Beach

The completion of the Ole Hanson Beach Club will increase facility operating costs by \$76,000 annually. Opportunistic sand replenishment does not impact on-going beach maintenance costs.

Other significant projects that are carried forward and new projects that will require significant future annual maintenance costs include:

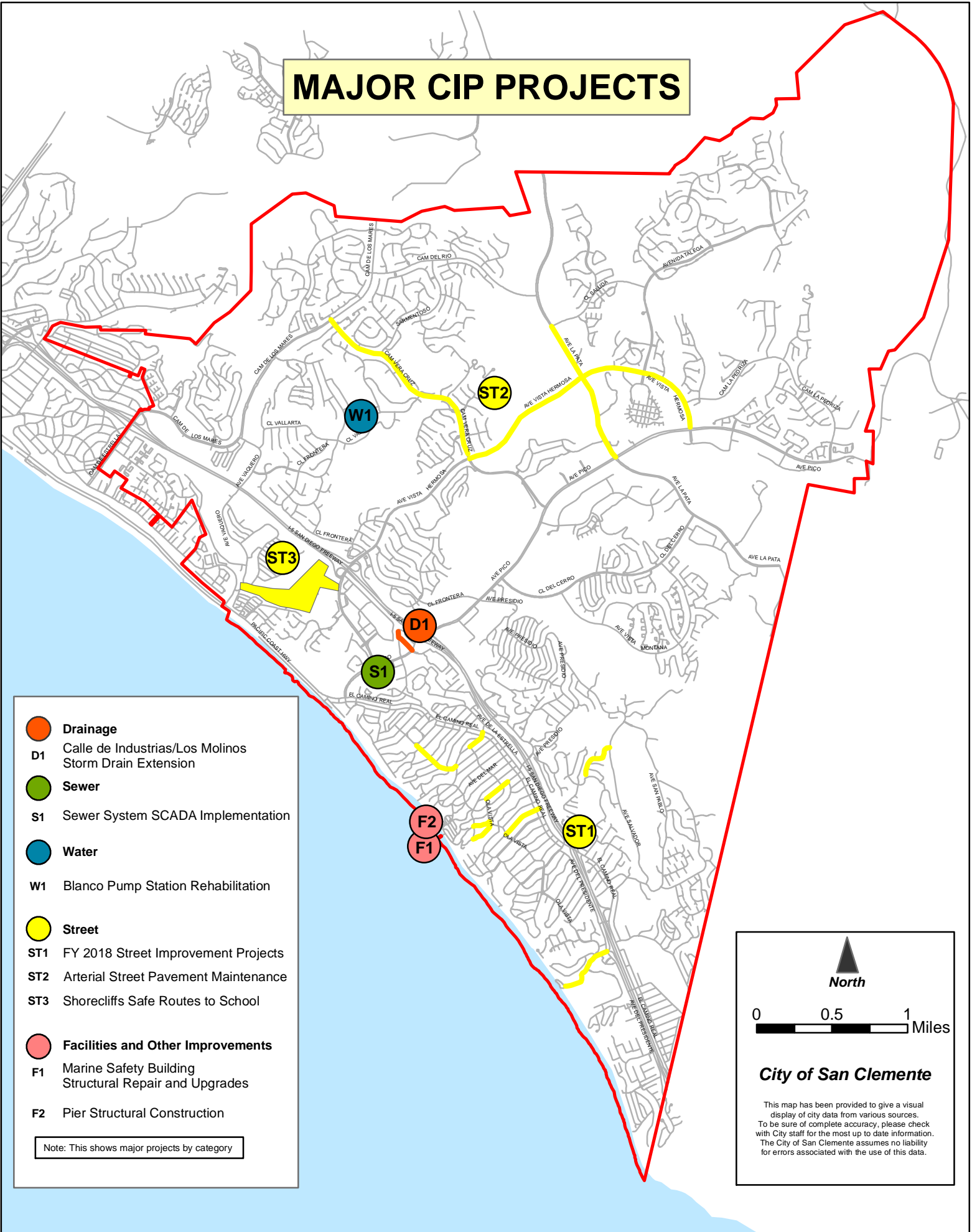
- WRP Odor Control Systems Replacement (chemical use will decrease as a result of this project)
- Pier Structural Construction (maintenance is typically performed on a five-year cycle)






The project detail sheets show projected future operating costs by year and the related funding source.


## Carry Forward Projects

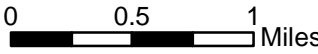
Carry Forward Projects are CIP projects approved in prior fiscal years which are brought forward into the new fiscal year budget. There are 104 projects totaling \$40.8 million being carried forward into FY 2017-18. The project name, approved project budget, project costs to date and the FY 2017-18 Carry Forward amounts are listed in the Carry Forward Projects schedule.

# MAJOR CIP PROJECTS



-  **Drainage**
  - D1 Calle de Industrias/Los Molinos Storm Drain Extension
  -  **Sewer**
  - S1 Sewer System SCADA Implementation
  -  **Water**
  - W1 Blanco Pump Station Rehabilitation
  -  **Street**
  - ST1 FY 2018 Street Improvement Projects
  - ST2 Arterial Street Pavement Maintenance
  - ST3 Shorecliffs Safe Routes to School
  -  **Facilities and Other Improvements**
  - F1 Marine Safety Building Structural Repair and Upgrades
  - F2 Pier Structural Construction
- Note: This shows major projects by category

  
**North**

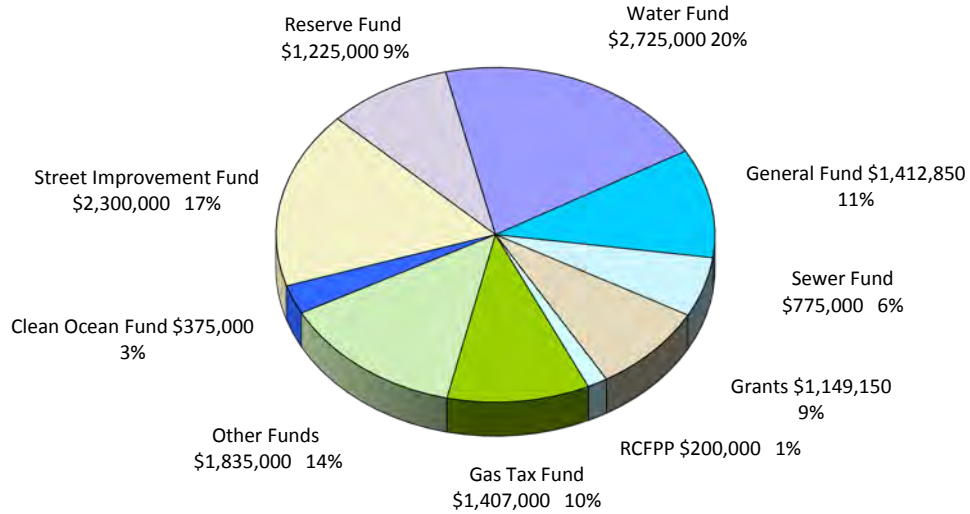
  
 0 0.5 1 Miles

**City of San Clemente**

This map has been provided to give a visual display of city data from various sources. To be sure of complete accuracy, please check with City staff for the most up to date information. The City of San Clemente assumes no liability for errors associated with the use of this data.

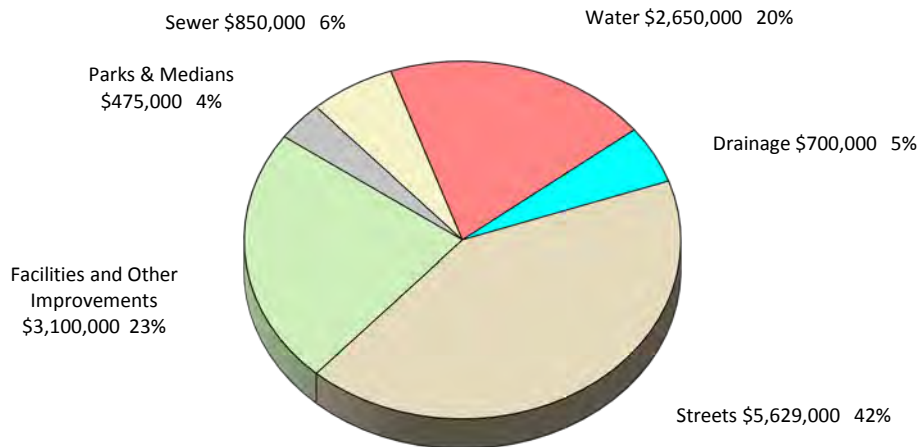
# New Capital Improvement Projects - Graphs

## Capital Improvement Projects Revenue Summary FY 2017-18



**Total Capital Improvement Revenue Summary - \$13,404,000**

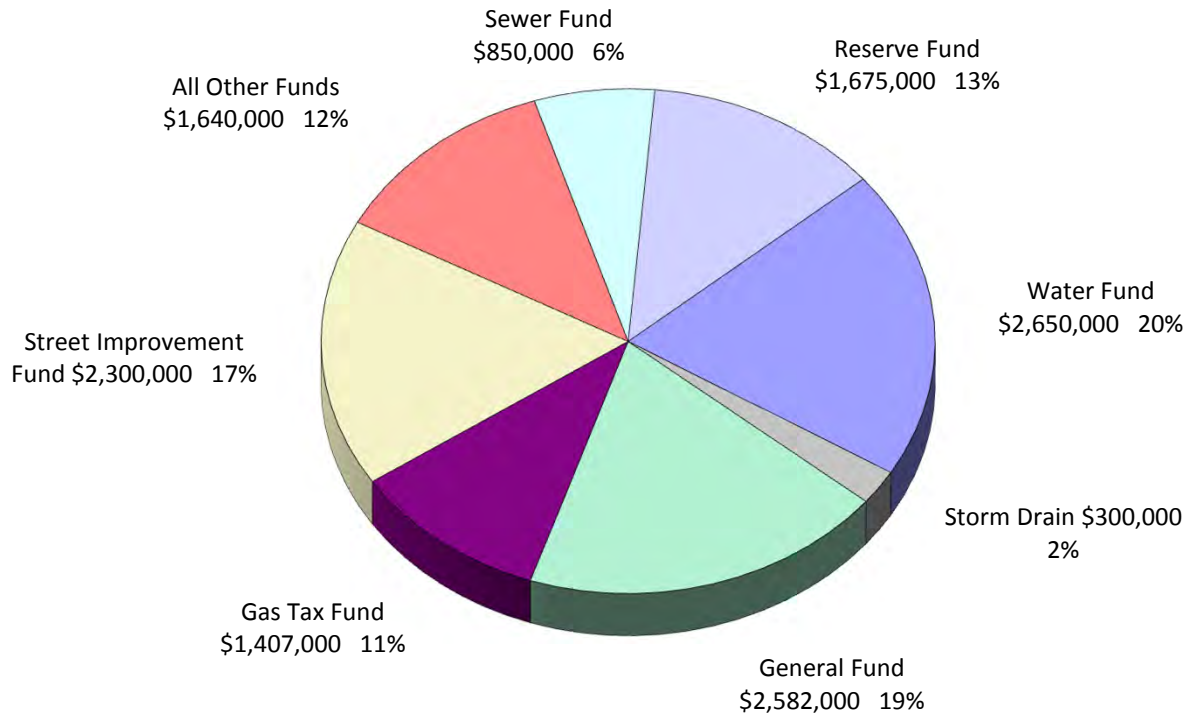
## Capital Improvement Projects Expenditure by Category Summary FY 2017-18



**Total Capital Improvement Expenditure Summary - \$13,404,000**

# New Capital Improvement Projects - Graphs

## Capital Improvement Projects Expenditure by Fund Summary FY 2017-18



**Total Capital Improvement Expenditure Summary - \$13,404,000**

# New Capital Improvement Projects

## Summary by Category

Description	6 Yr. Total	FY 2017-18	FY 2018-19	FY 2019-20	FY 2020-21	FY 2021-22	FY 2022-23
<b>Drainage</b>							
Caballeros Storm Drain Extension	350,000	0	0	100,000	250,000	0	0
Calle de Industrias/Los Molinos Storm Drain Extension	400,000	400,000	0	0	0	0	0
Calle Los Molinos / Calle Redondel Storm Drain	300,000	300,000	0	0	0	0	0
Del Cerro	175,000	0	0	0	0	175,000	0
M00P02 Extension	839,800	0	0	839,800	0	0	0
M00P10 Replacement	1,044,900	0	0	200,000	200,000	644,900	0
M00S05 Extension	666,900	0	666,900	0	0	0	0
M01/Avenida Vaquero Culvert Assessment	700,000	0	700,000	0	0	0	0
M02 Reach "E" Natural Channel Slope Protection	500,000	0	500,000	0	0	0	0
M0203 San Clemente High School Storm Drain Improvements	800,000	0	0	800,000	0	0	0
M0208 Amanecer	350,000	0	0	0	350,000	0	0
Marblehead Coastal Storm Drain Improvement	350,000	0	350,000	0	0	0	0
Pier Bowl Area Storm Drain Improvements	300,000	0	300,000	0	0	0	0
Plaza La Playa - Storm Dain Rehabilitation	200,000	0	0	200,000	0	0	0
Riviera Culvert Rehabilitation	1,500,000	0	0	0	0	0	1,500,000
West Escalones Storm Drain System	1,500,000	0	0	0	150,000	600,000	750,000
	9,976,600	700,000	2,516,900	2,139,800	950,000	1,419,900	2,250,000
<b>Beaches, Parks &amp; Medians</b>							
Beaches & Parks Restroom Gates	500,000	0	100,000	200,000	200,000	0	0
Camino Del Rio Trailhead Signs & Fencing	25,000	25,000	0	0	0	0	0
Park Master Plan Priority Projects	1,000,000	0	0	500,000	500,000	0	0
Playground Equipment Replacements	1,660,000	300,000	300,000	375,000	325,000	180,000	180,000
Ralph's Skate Park Lighting	150,000	150,000	0	0	0	0	0
Vista Hermosa Park Dry Storage Roof	100,000	0	100,000	0	0	0	0
Vista Hermosa Pool Shades	130,000	0	130,000	0	0	0	0
	3,565,000	475,000	630,000	1,075,000	1,025,000	180,000	180,000
<b>Sewer</b>							
Aeration Basin #1 Rehabilitation	650,000	0	0	150,000	500,000	0	0
Aeration Basin #2 Rehabilitation	650,000	0	0	0	0	150,000	500,000
Aeration Basin #3 Rehabilitation	500,000	0	0	0	500,000	0	0
Blower No. 3 Replacement	250,000	0	0	0	0	250,000	0
Cypress Shores Pressure Station Force Main Rehabilitation	600,000	0	0	200,000	400,000	0	0
Digester #2 Structural & Mechanical Rehabilitation	1,200,000	0	0	0	0	200,000	1,000,000
Headworks Grit Cyclone Replacement	1,000,000	0	0	0	200,000	800,000	0
Primary Clarifier 1,2 & 3 Rehabilitation	500,000	0	0	0	0	500,000	0
Recycled Water Storage Bay Rehabilitation	600,000	0	0	0	100,000	500,000	0
Secondary Clarifier 1,2 & 3 Rehabilitation	800,000	0	0	0	0	200,000	600,000
Secondary Clarifier 4 & 5 Rehabilitation	600,000	0	0	0	0	0	600,000
Sewer System SCADA Implementation	450,000	450,000	0	0	0	0	0
Sludge Dehydration System	2,220,000	0	0	220,000	2,000,000	0	0
WRP Co-Generation	6,410,000	0	1,000,000	5,410,000	0	0	0
WRP Electrical System Replacements	1,000,000	0	0	1,000,000	0	0	0
WRP Gravity Belt Thickener Replacement	1,600,000	200,000	1,400,000	0	0	0	0
WRP Odor Control Systems Replacement	3,750,000	0	3,750,000	0	0	0	0
WRP Security Gate	200,000	200,000	0	0	0	0	0
	22,980,000	850,000	6,150,000	6,980,000	3,700,000	2,600,000	2,700,000
<b>Streets</b>							
Alley Pavement Rehabilitation	700,000	300,000	200,000	200,000	0	0	0
Arterial Street Pavement Maintenance	700,000	700,000	0	0	0	0	0
Ave Vista Hermosa - Turqueza to Vera Cruz	532,000	532,000	0	0	0	0	0
Avenida Pico Class I Bike/Ped Path Phase I	1,575,000	0	1,575,000	0	0	0	0
Avenida Pico Widening - Interstate 5 to Frontera	950,000	200,000	750,000	0	0	0	0
Calle Oso/West El Portal Sidewalk	550,000	0	550,000	0	0	0	0
El Camino Real - Valencia to E. San Juan	664,000	0	664,000	0	0	0	0
FY 2018 Street Improvement Projects	2,000,000	2,000,000	0	0	0	0	0
FY 2019 Street Improvement Projects	1,460,000	0	1,460,000	0	0	0	0
FY 2020 Street Improvement Projects	1,500,000	0	0	1,500,000	0	0	0
FY 2021 Street Improvement Projects	1,750,000	0	0	0	1,750,000	0	0
FY 2022 Street Improvement Projects	1,800,000	0	0	0	0	1,800,000	0
FY 2023 Street Improvement Projects	1,850,000	0	0	0	0	0	1,850,000
Intersection Improvements at AVH & La Pata	700,000	0	150,000	550,000	0	0	0
Intersection Improvements at AVH & Vera Cruz	1,000,000	0	0	200,000	800,000	0	0
Intersection Improvements at PCH & Camino Capistrano	875,000	0	175,000	700,000	0	0	0

# New Capital Improvement Projects

## Summary by Category

Description	6 Yr. Total	FY 2017-18	FY 2018-19	FY 2019-20	FY 2020-21	FY 2021-22	FY 2022-23
Intersection Improvements at Pico & Amanecer	875,000	0	0	175,000	700,000	0	0
Intersection Improvements at Pico & Avenida La Pata	500,000	0	100,000	400,000	0	0	0
Intersection Improvements at Pico & Calle Del Cerro	750,000	0	0	150,000	600,000	0	0
New Sidewalks	600,000	0	150,000	150,000	150,000	150,000	0
Overlay Arterials - FY 19	1,336,000	0	1,336,000	0	0	0	0
Overlay Arterials - FY 20	750,000	0	0	750,000	0	0	0
Overlay Arterials - FY 21	772,500	0	0	0	772,500	0	0
Overlay Arterials - FY 22	800,000	0	0	0	0	800,000	0
Overlay Arterials - FY 23	800,000	0	0	0	0	0	800,000
Radar Speed Signs-La Pata & Del Rio	35,000	35,000	0	0	0	0	0
Shorecliffs Safe Routes to School	777,000	777,000	0	0	0	0	0
Sidewalk Improvements/CDBG	650,000	0	130,000	130,000	130,000	130,000	130,000
Slurry Seal Various Arterials - FY 19	700,000	0	700,000	0	0	0	0
Slurry Seal Various Arterials - FY 20	700,000	0	0	700,000	0	0	0
Slurry Seal Various Arterials - FY 21	700,000	0	0	0	700,000	0	0
Slurry Seal Various Arterials - FY 22	700,000	0	0	0	0	700,000	0
Slurry Seal Various Arterials - FY 23	700,000	0	0	0	0	0	700,000
South El Camino Real Parkway Renovation/Upgrade	600,000	0	0	100,000	500,000	0	0
Street Light LED Conversion - Phase II	300,000	300,000	0	0	0	0	0
Traffic Signal Battery Backup Systems - Phase II	200,000	100,000	100,000	0	0	0	0
Traffic Signal Cabinet Replacement	50,000	50,000	0	0	0	0	0
Traffic Signal Head Protected/Permissive Conversions	175,000	175,000	0	0	0	0	0
T-Street Access and Pedestrian Improvements	330,000	0	0	330,000	0	0	0
West Avenida Palizada Sidewalk Part A (100 Block)	330,000	330,000	0	0	0	0	0
West Avenida Palizada Sidewalk Part B (100 Block)	130,000	130,000	0	0	0	0	0
	32,866,500	5,629,000	8,040,000	6,035,000	6,102,500	3,580,000	3,480,000
<b>Water</b>							
Acapulco Pump Station Rehabilitation	2,000,000	0	0	250,000	1,750,000	0	0
Blanco Pump Station Rehabilitation	1,600,000	1,600,000	0	0	0	0	0
Calle Lobina Connection	200,000	0	0	0	0	200,000	0
Calle Vallarta PRS	325,000	0	0	0	0	0	325,000
City-wide Copper Main Replacement	1,050,000	0	50,000	500,000	500,000	0	0
Del Cerro Pressure Reduction Station Rehabilitation	350,000	0	0	0	0	350,000	0
El Camino Real Pipe Connection	220,000	0	0	40,000	180,000	0	0
El Levante PRS Rehabilitation	325,000	0	325,000	0	0	0	0
Golf Course Reclaimed Water Pond Relining	350,000	0	350,000	0	0	0	0
Interstate 5/Pico Interchange Water Improvements	150,000	150,000	0	0	0	0	0
La Pata Recycled Waterline Rehabilitation	750,000	0	0	0	750,000	0	0
La Pata, Esmarca, Patricia Check Valves	300,000	0	0	300,000	0	0	0
La Quinta Pressure Reduction Station Rehabilitation	325,000	0	0	325,000	0	0	0
Potable Water Reservoir Improvement Projects	3,500,000	0	0	0	0	500,000	3,000,000
Pump Station Bypass Pump Connections	100,000	0	0	0	100,000	0	0
Recycled Water Expansion Phase II	200,000	200,000	0	0	0	0	0
Recycled Water Line Replacement - Calafia to Golf Course	1,200,000	0	200,000	1,000,000	0	0	0
Reeves Pump Station	200,000	200,000	0	0	0	0	0
Reservoir 10 & 6 Water Line	650,000	0	650,000	0	0	0	0
Reservoir No. 1 Expansion	2,500,000	0	0	0	0	2,500,000	0
Reservoir No. 6 Removal	100,000	0	100,000	0	0	0	0
Reservoir No. 8 Interior Coating	250,000	250,000	0	0	0	0	0
Well Filter Plant Backwash Sump PS Rehabilitation	1,000,000	0	0	0	200,000	800,000	0
Well Filter Plant Rehabilitation	1,050,000	250,000	800,000	0	0	0	0
Well Outlet Piping	750,000	0	0	150,000	600,000	0	0
	19,445,000	2,650,000	2,475,000	2,565,000	4,080,000	4,350,000	3,325,000
<b>Facilities and Other Improvements</b>							
800 MHz Backbone Equipment	150,000	150,000	0	0	0	0	0
800 MHz Next Generation Radio Equipment	250,000	250,000	0	0	0	0	0
910 Negocio Remodel - Temporary City Hall Relocation	1,000,000	500,000	500,000	0	0	0	0
Animal Shelter Structural Repair and Upgrades	70,000	0	70,000	0	0	0	0
Boys & Girls Club Basketball Courts Light Replacements	25,000	25,000	0	0	0	0	0
City Hall Feasibility & Geotechnical Study	5,300,000	300,000	0	5,000,000	0	0	0
Community Center Structural Repair and Upgrades	80,000	0	0	0	80,000	0	0
Corp of Engineers Sand Replenishment - Construction	4,000,000	0	4,000,000	0	0	0	0
Corporation Yard Bldg "J" Structural Repair and Upgrades	250,000	0	0	250,000	0	0	0
Corporation Yard Bldg "K" Structural Repair and Upgrades	85,000	0	0	85,000	0	0	0



# New Capital Improvement Projects

## Summary by Category

Description	6 Yr. Total	FY 2017-18	FY 2018-19	FY 2019-20	FY 2020-21	FY 2021-22	FY 2022-23
Corporation Yard Bldg "N" Structural Repair and Upgrades	85,000	0	0	85,000	0	0	0
Corto Lane Beach Access Rehabilitation	1,850,000	0	0	0	250,000	1,600,000	0
Corto Lane Beach Restrooms Replacement	500,000	0	100,000	400,000	0	0	0
Del Mar Electrical Improvements	750,000	0	750,000	0	0	0	0
End of Pier Restrooms Replacement	500,000	0	0	0	100,000	400,000	0
Marine Safety Building Structural Repair and Upgrades	900,000	900,000	0	0	0	0	0
New Linda Lane Park Restrooms	500,000	0	0	0	100,000	400,000	0
North Beach Concessions Structural Repair and Upgrades	85,000	0	0	0	85,000	0	0
North Beach Restroom Replacement	500,000	0	0	100,000	400,000	0	0
Pier Structural Construction	925,000	600,000	0	25,000	0	0	300,000
Pier Understory Bird Deterrent	375,000	375,000	0	0	0	0	0
Riviera Stair Rehabilitation	100,000	0	0	0	0	100,000	0
Steed Park Concession Building Structural Repair and Upgrades	120,000	0	120,000	0	0	0	0
Steed Park Skate Court Concessions Structural Repair and Upgrades	50,000	0	50,000	0	0	0	0
Trafalgar Canyon Bridge Rehabilitation	350,000	0	0	100,000	250,000	0	0
	18,800,000	3,100,000	5,590,000	6,045,000	1,265,000	2,500,000	300,000
<b>Total CIP</b>	<b>107,633,100</b>	<b>13,404,000</b>	<b>25,401,900</b>	<b>24,839,800</b>	<b>17,122,500</b>	<b>14,629,900</b>	<b>12,235,000</b>

\* Shading indicates presented projects.

## Maintenance and Other Projects

### Summary by Category

Description	6 Yr. Total	FY 2017-18	FY 2018-19	FY 2019-20	FY 2020-21	FY 2021-22	FY 2022-23
<b>Drainage</b>							
Poche Watershed Activities	125,000	0	0	50,000	25,000	25,000	25,000
Storm Drain Rehabilitation	1,200,000	200,000	200,000	200,000	200,000	200,000	200,000
	1,325,000	200,000	200,000	250,000	225,000	225,000	225,000
<b>Beaches, Parks &amp; Medians</b>							
Beach Trail Fencing	150,000	0	150,000	0	0	0	0
FY 2018 Opportunistic Sand Replenishment	250,000	250,000	0	0	0	0	0
Grande Vista Slope Maintenance and Planting	150,000	0	150,000	0	0	0	0
	550,000	250,000	300,000	0	0	0	0
<b>Sewer</b>							
Alessandro Sewer Bridge Assessment	250,000	0	0	250,000	0	0	0
Chlorine Contact Tank Cover	100,000	0	0	0	100,000	0	0
Digester #2 Cleaning, Residual Disposal & Inspection	225,000	0	225,000	0	0	0	0
Headworks Channel Cover Replacements	200,000	0	0	200,000	0	0	0
La Pata Lift Station Wet Well Rehabilitation	100,000	0	0	0	100,000	0	0
Primary Clarifier Covers & Grating Replacements	400,000	400,000	0	0	0	0	0
Sewer System Lining	400,000	200,000	200,000	0	0	0	0
Sewer System Rehabilitation	1,600,000	400,000	300,000	300,000	300,000	300,000	0
Sewer System Replacement	600,000	100,000	100,000	100,000	100,000	100,000	100,000
	3,875,000	1,100,000	825,000	850,000	600,000	400,000	100,000
<b>Streets</b>							
As Needed Pavement Repairs	1,800,000	300,000	300,000	300,000	300,000	300,000	300,000
Downtown Alley Lighting Replacement	70,000	0	0	0	70,000	0	0
Downtown Paseo Plan	700,000	0	0	200,000	500,000	0	0
Major Street Maintenance Program	3,300,000	550,000	550,000	550,000	550,000	550,000	550,000
Pavement Management System Update	200,000	0	50,000	0	150,000	0	0
San Clemente Trolley Operation	717,408	119,567	119,567	119,567	119,569	119,569	119,569
Sidewalk Repair & Improvements	900,000	150,000	150,000	150,000	150,000	150,000	150,000
Slurry Seal	1,500,000	250,000	250,000	250,000	250,000	250,000	250,000
Street Improvement Design	450,000	75,000	75,000	75,000	75,000	75,000	75,000
Traffic Calming Program	480,000	80,000	80,000	80,000	80,000	80,000	80,000
	10,117,408	1,524,567	1,574,567	1,724,567	2,244,569	1,524,569	1,524,569
<b>Water</b>							
Dead-End Water System Improvements	150,000	50,000	0	50,000	0	50,000	0
JRWSS Agency Projects	1,856,000	500,000	250,000	100,000	506,000	500,000	0
Meter Replacements	1,200,000	100,000	100,000	100,000	300,000	300,000	300,000
Reservoir No. 9 Drainage Improvements	200,000	200,000	0	0	0	0	0
Water Distribution Insert Valve Program	175,000	0	75,000	0	50,000	0	50,000
Water System Air-Vac Replacement Program	75,000	0	25,000	0	25,000	0	25,000
Water System Rehabilitation	1,800,000	300,000	300,000	300,000	300,000	300,000	300,000
Water System Replacement	600,000	100,000	100,000	100,000	100,000	100,000	100,000
Well No. 8 Enclosure	200,000	0	200,000	0	0	0	0
	6,256,000	1,250,000	1,050,000	650,000	1,281,000	1,250,000	775,000
<b>Facilities and Other Improvements</b>							
ADA Improvements	500,000	0	100,000	100,000	100,000	100,000	100,000
Beach Trail Steel Bridges Maintenance	500,000	500,000	0	0	0	0	0
Maintenance Services Rehabilitation	1,650,000	250,000	250,000	250,000	300,000	300,000	300,000
North Beach Opportunistic Sand Replenishment FY 19	100,000	0	100,000	0	0	0	0
T-Street Overpass Maintenance	200,000	0	0	0	200,000	0	0
	2,950,000	750,000	450,000	350,000	600,000	400,000	400,000
<b>Total Maintenance &amp; Other Projects</b>	<b>25,073,408</b>	<b>5,074,567</b>	<b>4,399,567</b>	<b>3,824,567</b>	<b>4,950,569</b>	<b>3,799,569</b>	<b>3,024,569</b>

\* Shading indicates presented projects.

# New Capital Improvement Projects

## Summary by Fund

Description	6 Yr. Total	FY 2017-18	FY 2018-19	FY 2019-20	FY 2020-21	FY 2021-22	FY 2022-23
<b>General Fund</b>							
800 MHz Next Generation Radio Equipment	250,000	250,000	0	0	0	0	0
910 Negocio Remodel - Temporary City Hall Relocation	1,000,000	500,000	500,000	0	0	0	0
Beaches & Parks Restroom Gates	500,000	0	100,000	200,000	200,000	0	0
Calle Oso/West El Portal Sidewalk	550,000	0	550,000	0	0	0	0
Camino Del Rio Trailhead Signs & Fencing	25,000	25,000	0	0	0	0	0
City Hall Feasibility & Geotechnical Study	5,300,000	300,000	0	5,000,000	0	0	0
Corp of Engineers Sand Replenishment - Construction	4,000,000	0	4,000,000	0	0	0	0
Corto Lane Beach Access Rehabilitation	1,850,000	0	0	0	250,000	1,600,000	0
Corto Lane Beach Restrooms Replacement	500,000	0	100,000	400,000	0	0	0
Del Mar Electrical Improvements	750,000	0	750,000	0	0	0	0
End of Pier Restrooms Replacement	500,000	0	0	0	100,000	400,000	0
New Linda Lane Park Restrooms	500,000	0	0	0	100,000	400,000	0
New Sidewalks	600,000	0	150,000	150,000	150,000	150,000	0
North Beach Restroom Replacement	500,000	0	0	100,000	400,000	0	0
Pier Structural Construction	925,000	600,000	0	25,000	0	0	300,000
Riviera Stair Rehabilitation	100,000	0	0	0	0	100,000	0
Shorecliffs Safe Routes to School	777,000	777,000	0	0	0	0	0
South El Camino Real Parkway Renovation/Upgrade	600,000	0	0	100,000	500,000	0	0
Trafalgar Canyon Bridge Rehabilitation	350,000	0	0	100,000	250,000	0	0
T-Street Access and Pedestrian Improvements	330,000	0	0	330,000	0	0	0
Vista Hermosa Park Dry Storage Roof	100,000	0	100,000	0	0	0	0
West Avenida Palizada Sidewalk Part B (100 Block)	130,000	130,000	0	0	0	0	0
	20,137,000	2,582,000	6,250,000	6,405,000	1,950,000	2,650,000	300,000
<b>Gas Tax Fund</b>							
Arterial Street Pavement Maintenance	700,000	700,000	0	0	0	0	0
Ave Vista Hermosa - Turqueza to Vera Cruz	532,000	532,000	0	0	0	0	0
El Camino Real - Valencia to E. San Juan	664,000	0	664,000	0	0	0	0
Overlay Arterials - FY 19	1,336,000	0	1,336,000	0	0	0	0
Overlay Arterials - FY 20	750,000	0	0	750,000	0	0	0
Overlay Arterials - FY 21	772,500	0	0	0	772,500	0	0
Overlay Arterials - FY 22	800,000	0	0	0	0	800,000	0
Overlay Arterials - FY 23	800,000	0	0	0	0	0	800,000
Slurry Seal Various Arterials - FY 19	700,000	0	700,000	0	0	0	0
Slurry Seal Various Arterials - FY 20	700,000	0	0	700,000	0	0	0
Slurry Seal Various Arterials - FY 21	700,000	0	0	0	700,000	0	0
Slurry Seal Various Arterials - FY 22	700,000	0	0	0	0	700,000	0
Slurry Seal Various Arterials - FY 23	700,000	0	0	0	0	0	700,000
Traffic Signal Head Protected/Permissive Conversions	175,000	175,000	0	0	0	0	0
	10,029,500	1,407,000	2,700,000	1,450,000	1,472,500	1,500,000	1,500,000
<b>Reserve Fund</b>							
Animal Shelter Structural Repair and Upgrades	70,000	0	70,000	0	0	0	0
Boys & Girls Club Basketball Courts Light Replacements	25,000	25,000	0	0	0	0	0
Community Center Structural Repair and Upgrades	80,000	0	0	0	80,000	0	0
Corporation Yard Bldg "J" Structural Repair and Upgrades	250,000	0	0	250,000	0	0	0
Corporation Yard Bldg "K" Structural Repair and Upgrades	85,000	0	0	85,000	0	0	0
Corporation Yard Bldg "N" Structural Repair and Upgrades	85,000	0	0	85,000	0	0	0
Marine Safety Building Structural Repair and Upgrades	900,000	900,000	0	0	0	0	0
North Beach Concessions Structural Repair and Upgrades	85,000	0	0	0	85,000	0	0
Playground Equipment Replacements	1,660,000	300,000	300,000	375,000	325,000	180,000	180,000
Steed Park Concession Building Structural Repair and Upgrades	120,000	0	120,000	0	0	0	0
Steed Park Skate Court Concessions Structural Repair and Upgr	50,000	0	50,000	0	0	0	0
Street Light LED Conversion - Phase II	300,000	300,000	0	0	0	0	0
Traffic Signal Battery Backup Systems - Phase II	200,000	100,000	100,000	0	0	0	0
Traffic Signal Cabinet Replacement	50,000	50,000	0	0	0	0	0
Vista Hermosa Pool Shades	130,000	0	130,000	0	0	0	0
	4,090,000	1,675,000	770,000	795,000	490,000	180,000	180,000
<b>Miscellaneous Grants Fund</b>							
West Avenida Palizada Sidewalk Part A (100 Block)	330,000	330,000	0	0	0	0	0
Sidewalk Improvements/CDBG	650,000	0	130,000	130,000	130,000	130,000	130,000
	980,000	330,000	130,000	130,000	130,000	130,000	130,000

# New Capital Improvement Projects

## Summary by Fund

Description	6 Yr. Total	FY 2017-18	FY 2018-19	FY 2019-20	FY 2020-21	FY 2021-22	FY 2022-23
<b>Air Quality Improvement Fund</b>							
Radar Speed Signs-La Pata & Del Rio	35,000	35,000	0	0	0	0	0
	35,000	35,000	0	0	0	0	0
<b>RCFPP Fund</b>							
Avenida Pico Class I Bike/Ped Path Phase I Vera Cruz to Frontera	1,575,000	0	1,575,000	0	0	0	0
Avenida Pico Widening - Interstate 5 to Frontera	950,000	200,000	750,000	0	0	0	0
Intersection Improvements at AVH & La Pata	700,000	0	150,000	550,000	0	0	0
Intersection Improvements at AVH & Vera Cruz	1,000,000	0	0	200,000	800,000	0	0
Intersection Improvements at PCH & Camino Capistrano	875,000	0	175,000	700,000	0	0	0
Intersection Improvements at Pico & Amanecer	875,000	0	0	175,000	700,000	0	0
Intersection Improvements at Pico & Avenida La Pata	500,000	0	100,000	400,000	0	0	0
Intersection Improvements at Pico & Calle Del Cerro	750,000	0	0	150,000	600,000	0	0
	7,225,000	200,000	2,750,000	2,175,000	2,100,000	0	0
<b>Public Facility Const Fund</b>							
800 MHz Backbone Equipment	150,000	150,000	0	0	0	0	0
	150,000	150,000	0	0	0	0	0
<b>Parks Acquisition and Development Fund</b>							
Park Master Plan Priority Projects	1,000,000	0	0	500,000	500,000	0	0
Ralph's Skate Park Lighting	150,000	150,000	0	0	0	0	0
	1,150,000	150,000	0	500,000	500,000	0	0
<b>Local Drainage Facilities</b>							
Calle de Industrias/Los Molinos Storm Drain Extension	400,000	400,000	0	0	0	0	0
Del Cerro	175,000	0	0	0	0	175,000	0
M00P02 Extension	839,800	0	0	839,800	0	0	0
M00P10 Replacement	1,044,900	0	0	200,000	200,000	644,900	0
M00S05 Extension	666,900	0	666,900	0	0	0	0
M02 Reach "E" Natural Channel Slope Protection	500,000	0	500,000	0	0	0	0
M0203 San Clemente High School Storm Drain Improvements	800,000	0	0	800,000	0	0	0
M0208 Amanecer	350,000	0	0	0	350,000	0	0
Marblehead Coastal Storm Drain Improvement	350,000	0	350,000	0	0	0	0
Riviera Culvert Rehabilitation	1,500,000	0	0	0	0	0	1,500,000
	6,626,600	400,000	1,516,900	1,839,800	550,000	819,900	1,500,000
<b>Street Improvement Fund</b>							
Alley Pavement Rehabilitation	700,000	300,000	200,000	200,000	0	0	0
FY 2018 Street Improvement Projects	2,000,000	2,000,000	0	0	0	0	0
FY 2019 Street Improvement Projects	1,460,000	0	1,460,000	0	0	0	0
FY 2020 Street Improvement Projects	1,500,000	0	0	1,500,000	0	0	0
FY 2021 Street Improvement Projects	1,750,000	0	0	0	1,750,000	0	0
FY 2022 Street Improvement Projects	1,800,000	0	0	0	0	1,800,000	0
FY 2023 Street Improvement Projects	1,850,000	0	0	0	0	0	1,850,000
	11,060,000	2,300,000	1,660,000	1,700,000	1,750,000	1,800,000	1,850,000
<b>Water Depreciation Reserve</b>							
Acapulco Pump Station Rehabilitation	2,000,000	0	0	250,000	1,750,000	0	0
Blanco Pump Station Rehabilitation	1,600,000	1,600,000	0	0	0	0	0
Calle Vallarta PRS	325,000	0	0	0	0	0	325,000
City-wide Copper Main Replacement	1,050,000	0	50,000	500,000	500,000	0	0
Del Cerro Pressure Reduction Station Rehabilitation	350,000	0	0	0	0	350,000	0
El Levante PRS Rehabilitation	325,000	0	325,000	0	0	0	0
Interstate 5/Pico Interchange Water Improvements	150,000	150,000	0	0	0	0	0
La Pata Recycled Waterline Rehabilitation	750,000	0	0	0	750,000	0	0
La Pata, Esmarca, Patricia Check Valves	300,000	0	0	300,000	0	0	0
La Quinta Pressure Reduction Station Rehabilitation	325,000	0	0	325,000	0	0	0
Potable Water Reservoir Improvement Projects	3,500,000	0	0	0	0	500,000	3,000,000
Pump Station Bypass Pump Connections	100,000	0	0	0	100,000	0	0
Recycled Water Line Replacement - Calafia to Golf Course	1,200,000	0	200,000	1,000,000	0	0	0
Reservoir No. 1 Expansion	2,500,000	0	0	0	0	2,500,000	0
Reservoir No. 6 Removal	100,000	0	100,000	0	0	0	0
Reservoir No. 8 Interior Coating	250,000	250,000	0	0	0	0	0
Well Filter Plant Backwash Sump PS Rehabilitation	1,000,000	0	0	0	200,000	800,000	0

# New Capital Improvement Projects

## Summary by Fund

Description	6 Yr. Total	FY 2017-18	FY 2018-19	FY 2019-20	FY 2020-21	FY 2021-22	FY 2022-23
Well Filter Plant Rehabilitation	1,050,000	250,000	800,000	0	0	0	0
Well Outlet Piping	750,000	0	0	150,000	600,000	0	0
	17,625,000	2,250,000	1,475,000	2,525,000	3,900,000	4,150,000	3,325,000
<b>Water Acreage Fee Reserve</b>							
Calle Lobina Connection	200,000	0	0	0	0	200,000	0
El Camino Real Pipe Connection	220,000	0	0	40,000	180,000	0	0
Recycled Water Expansion Phase II	200,000	200,000	0	0	0	0	0
Reeves Pump Station	200,000	200,000	0	0	0	0	0
Reservoir 10 & 6 Water Line	650,000	0	650,000	0	0	0	0
	1,470,000	400,000	650,000	40,000	180,000	200,000	0
<b>Sewer Depreciation Reserve</b>							
Aeration Basin #1 Rehabilitation	650,000	0	0	150,000	500,000	0	0
Aeration Basin #2 Rehabilitation	650,000	0	0	0	0	150,000	500,000
Aeration Basin #3 Rehabilitation	500,000	0	0	0	500,000	0	0
Blower No. 3 Replacement	250,000	0	0	0	0	250,000	0
Cypress Shores Pressure Station Force Main Rehabilitation	600,000	0	0	200,000	400,000	0	0
Digester #2 Structural & Mechanical Rehabilitation	1,200,000	0	0	0	0	200,000	1,000,000
Headworks Grit Cyclone Replacement	1,000,000	0	0	0	200,000	800,000	0
Primary Clarifier 1,2 & 3 Rehabilitation	500,000	0	0	0	0	500,000	0
Recycled Water Storage Bay Rehabilitation	600,000	0	0	0	100,000	500,000	0
Secondary Clarifier 1,2 & 3 Rehabilitation	800,000	0	0	0	0	200,000	600,000
Secondary Clarifier 4 & 5 Rehabilitation	600,000	0	0	0	0	0	600,000
Sewer System SCADA Implementation	450,000	450,000	0	0	0	0	0
WRP Electrical System Replacements	1,000,000	0	0	1,000,000	0	0	0
WRP Gravity Belt Thickener Replacement	1,600,000	200,000	1,400,000	0	0	0	0
WRP Odor Control Systems Replacement	3,750,000	0	3,750,000	0	0	0	0
WRP Security Gate	200,000	200,000	0	0	0	0	0
	14,350,000	850,000	5,150,000	1,350,000	1,700,000	2,600,000	2,700,000
<b>Sewer Connection Fee Reserve</b>							
Sludge Dehydration System	2,220,000	0	0	220,000	2,000,000	0	0
WRP Co-Generation	6,410,000	0	1,000,000	5,410,000	0	0	0
	8,630,000	0	1,000,000	5,630,000	2,000,000	0	0
<b>Golf Fund</b>							
Golf Course Reclaimed Water Pond Relining	350,000	0	350,000	0	0	0	0
	350,000	0	350,000	0	0	0	0
<b>Clean Ocean Fund</b>							
Pier Understory Bird Deterrent	375,000	375,000	0	0	0	0	0
	375,000	375,000	0	0	0	0	0
<b>Storm Drain Utility Depreciation Reserve</b>							
Caballeros Storm Drain Extension	350,000	0	0	100,000	250,000	0	0
Calle Los Molinos / Calle Redondel Storm Drain	300,000	300,000	0	0	0	0	0
M01/Avenida Vaquero Culvert Assessment	700,000	0	700,000	0	0	0	0
Pier Bowl Area Storm Drain Improvements	300,000	0	300,000	0	0	0	0
Plaza La Playa - Storm Dain Rehabilitation	200,000	0	0	200,000	0	0	0
West Escalones Storm Drain System	1,500,000	0	0	0	150,000	600,000	750,000
	3,350,000	300,000	1,000,000	300,000	400,000	600,000	750,000
<b>Total CIP</b>	<b>107,633,100</b>	<b>13,404,000</b>	<b>25,401,900</b>	<b>24,839,800</b>	<b>17,122,500</b>	<b>14,629,900</b>	<b>12,235,000</b>

\* Shading indicates presented projects.

# Maintenance and Other Projects

## Summary by Fund

Description	6 Yr. Total	FY 2017-18	FY 2018-19	FY 2019-20	FY 2020-21	FY 2021-22	FY 2022-23
<b>General Fund</b>							
ADA Improvements	500,000	0	100,000	100,000	100,000	100,000	100,000
Beach Trail Fencing	150,000	0	150,000	0	0	0	0
Beach Trail Steel Bridges Maintenance	500,000	500,000	0	0	0	0	0
Downtown Alley Lighting Replacement	70,000	0	0	0	70,000	0	0
Downtown Paseo Plan	700,000	0	0	200,000	500,000	0	0
FY 2018 Opportunistic Sand Replenishment	250,000	250,000	0	0	0	0	0
Grande Vista Slope Maintenance and Planting	150,000	0	150,000	0	0	0	0
Maintenance Services Rehabilitation	1,650,000	250,000	250,000	250,000	300,000	300,000	300,000
Major Street Maintenance Program	3,300,000	550,000	550,000	550,000	550,000	550,000	550,000
North Beach Opportunistic Sand Replenishment FY 19	100,000	0	100,000	0	0	0	0
Sidewalk Repair & Improvements	900,000	150,000	150,000	150,000	150,000	150,000	150,000
Slurry Seal	1,500,000	250,000	250,000	250,000	250,000	250,000	250,000
T-Street Overpass Maintenance	200,000	0	0	0	200,000	0	0
	9,970,000	1,950,000	1,700,000	1,500,000	2,120,000	1,350,000	1,350,000
<b>Air Quality Fund</b>							
San Clemente Trolley Operation	717,408	119,567	119,567	119,567	119,569	119,569	119,569
Traffic Calming Program	480,000	80,000	80,000	80,000	80,000	80,000	80,000
	1,197,408	199,567	199,567	199,567	199,569	199,569	199,569
<b>Street Improvement Fund</b>							
As Needed Pavement Repairs	1,800,000	300,000	300,000	300,000	300,000	300,000	300,000
Pavement Management System Update	200,000	0	50,000	0	150,000	0	0
Sewer System Replacement	600,000	100,000	100,000	100,000	100,000	100,000	100,000
Street Improvement Design	450,000	75,000	75,000	75,000	75,000	75,000	75,000
Water System Replacement	600,000	100,000	100,000	100,000	100,000	100,000	100,000
	3,650,000	575,000	625,000	575,000	725,000	575,000	575,000
<b>Water Depreciation Reserve</b>							
Dead-End Water System Improvements	150,000	50,000	0	50,000	0	50,000	0
Meter Replacements	1,200,000	100,000	100,000	100,000	300,000	300,000	300,000
Reservoir No. 9 Drainage Improvements	200,000	200,000	0	0	0	0	0
Water Distribution Insert Valve Program	175,000	0	75,000	0	50,000	0	50,000
Water System Air-Vac Replacement Program	75,000	0	25,000	0	25,000	0	25,000
Water System Rehabilitation	1,800,000	300,000	300,000	300,000	300,000	300,000	300,000
Well No. 8 Enclosure	200,000	0	200,000	0	0	0	0
	3,800,000	650,000	700,000	450,000	675,000	650,000	675,000
<b>Water Other Agency Reserve Fund</b>							
JRWSS Agency Projects	1,856,000	500,000	250,000	100,000	506,000	500,000	0
	1,856,000	500,000	250,000	100,000	506,000	500,000	0
<b>Sewer Depreciation Reserve</b>							
Alessandro Sewer Bridge Assessment	250,000	0	0	250,000	0	0	0
Chlorine Contact Tank Cover	100,000	0	0	0	100,000	0	0
Digester #2 Cleaning, Residual Disposal & Inspection	225,000	0	225,000	0	0	0	0
Headworks Channel Cover Replacements	200,000	0	0	200,000	0	0	0
La Pata Lift Station Wet Well Rehabilitation	100,000	0	0	0	100,000	0	0
Primary Clarifier Covers & Grating Replacements	400,000	400,000	0	0	0	0	0
Sewer System Lining	400,000	200,000	200,000	0	0	0	0
Sewer System Rehabilitation	1,600,000	400,000	300,000	300,000	300,000	300,000	0
	3,275,000	1,000,000	725,000	750,000	500,000	300,000	0
<b>Clean Ocean Fund</b>							
Poche Watershed Activities	125,000	0	0	50,000	25,000	25,000	25,000
	125,000	0	0	50,000	25,000	25,000	25,000
<b>Storm Drain Utility Fund</b>							
Storm Drain Rehabilitation	1,200,000	200,000	200,000	200,000	200,000	200,000	200,000
	1,200,000	200,000	200,000	200,000	200,000	200,000	200,000
<b>Total Maintenance &amp; Other Projects</b>	<b>25,073,408</b>	<b>5,074,567</b>	<b>4,399,567</b>	<b>3,824,567</b>	<b>4,950,569</b>	<b>3,799,569</b>	<b>3,024,569</b>

\* Shading indicates presented projects.

# New Capital Improvement Projects

## Revenue Summary

Description	6 Yr. Total	FY 2017-18	FY 2018-19	FY 2019-20	FY 2020-21	FY 2021-22	FY 2022-23
<b>General Fund</b>	18,967,850	1,412,850	6,250,000	6,405,000	1,950,000	2,650,000	300,000
<b>Other Funds</b>							
Air Quality Management Fund	35,000	35,000	0	0	0	0	0
Clean Ocean Fund	375,000	375,000	0	0	0	0	0
Reserve Fund	3,640,000	1,225,000	770,000	795,000	490,000	180,000	180,000
Gas Tax Fund	10,029,500	1,407,000	2,700,000	1,450,000	1,472,500	1,500,000	1,500,000
Golf Capital Improvement Reserve	350,000	0	350,000	0	0	0	0
Local Drainage Facilities Fund	6,926,600	700,000	1,516,900	1,839,800	550,000	819,900	1,500,000
Parks Acquisition & Development Fund	1,100,000	100,000	0	500,000	500,000	0	0
Public Facilities Construction Fee Fund	1,000,000	1,000,000	0	0	0	0	0
RCFPP Fund	7,225,000	200,000	2,750,000	2,175,000	2,100,000	0	0
Sewer Connection Reserve	9,030,000	400,000	1,000,000	5,630,000	2,000,000	0	0
Sewer Depreciation Reserve	13,875,000	375,000	5,150,000	1,350,000	1,700,000	2,600,000	2,700,000
Storm Drain Deprec. Reserve Fund	3,050,000	0	1,000,000	300,000	400,000	600,000	750,000
Street Improvement Fund	11,060,000	2,300,000	1,660,000	1,700,000	1,750,000	1,800,000	1,850,000
Water Acreage Fee Reserve	1,270,000	200,000	650,000	40,000	180,000	200,000	0
Water Depreciation Reserve	17,700,000	2,325,000	1,475,000	2,525,000	3,900,000	4,150,000	3,325,000
Water Operating Fund	200,000	200,000	0	0	0	0	0
<b>Total Other Funds</b>	<b>86,866,100</b>	<b>10,842,000</b>	<b>19,021,900</b>	<b>18,304,800</b>	<b>15,042,500</b>	<b>11,849,900</b>	<b>11,805,000</b>
<b>Grants</b>							
CDBG Grant	980,000	330,000	130,000	130,000	130,000	130,000	130,000
Caltrans ATP Grant	769,150	769,150	0	0	0	0	0
Skate Park Coalition Donation	50,000	50,000	0	0	0	0	0
<b>Total Grants</b>	<b>1,799,150</b>	<b>1,149,150</b>	<b>130,000</b>	<b>130,000</b>	<b>130,000</b>	<b>130,000</b>	<b>130,000</b>
<b>Total Funding</b>	<b>107,633,100</b>	<b>13,404,000</b>	<b>25,401,900</b>	<b>24,839,800</b>	<b>17,122,500</b>	<b>14,629,900</b>	<b>12,235,000</b>

# Maintenance and Other Projects

## Revenue Summary

Description	6 Yr. Total FY 2017-18 FY 2018-19 FY 2019-20 FY 2020-21 FY 2021-22 FY 2022-23						
<b>General Fund</b>	9,670,000	1,900,000	1,650,000	1,450,000	2,070,000	1,300,000	1,300,000
<b>Other Funds</b>							
Clean Ocean Fund	125,000	0	0	50,000	25,000	25,000	25,000
Air Quality Management Fund	558,915	93,152	93,152	93,152	93,153	93,153	93,153
Sewer Depreciation Reserve	4,175,000	1,150,000	875,000	900,000	650,000	450,000	150,000
Street Improvement Fund	2,450,000	375,000	425,000	375,000	525,000	375,000	375,000
Storm Drain Deprec. Reserve Fund	1,200,000	200000	200000	200000	200000	200000	200000
Water Depreciation Reserve	4,400,000	750,000	800,000	550,000	775,000	750,000	775,000
Water Other Agency Reserve	1,856,000	500,000	250,000	100,000	506,000	500,000	0
<b>Total Other Funds</b>	14,764,915	3,068,152	2,643,152	2,268,152	2,774,153	2,393,153	1,618,153
<b>Grants</b>							
CDBG Grant	0						
Measure M2 Project P Grant	638,493	106,415	106,415	106,415	106,416	106,416	106,416
Recycled Tire Grant	0	0	0	0	0	0	0
<b>Total Grants</b>	638,493	106,415	106,415	106,415	106,416	106,416	106,416
<b>Total Funding</b>	25,073,408	5,074,567	4,399,567	3,824,567	4,950,569	3,799,569	3,024,569



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# Capital Improvement Program

## Drainage

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### Drainage Master Plan

The Drainage master plan was originally developed in 1982. The master plan was developed to:

- Evaluate existing facilities and conditions
- Identify and integrate future drainage facilities required for development in the City
- Determine the cost of future facilities and improvements to existing facilities
- Determine funding mechanisms for new construction and improvements

The original report identified deficiencies in existing drainage facilities amounting to \$1.2 million (in 1982 dollars) and new construction for the development of undeveloped land amounting to \$23.3 million (in 1982 dollars).

The City's 1993 Long Term Financial Plan identified \$2.5 million in unfunded storm drain repair and replacement projects with no funding source in place to address the needs. Therefore, the Storm Drain fund and fee was established to meet the identified needs. In addition to the Storm Drain fee the Clean Water Initiative was approved in 2002 by property owners which funded the Urban Runoff Management Fee Program. The Clean Water Initiative was renewed in 2007 and again in 2013. This program was established to help the City prevent urban runoff that flows from the City's storm drain system into the ocean.

### Drainage Funds

The following funds account for drainage activities and capital improvements:

- Storm Drain Operating Fund
- Storm Drain Depreciation Reserve
- Clean Ocean Operating Fund
- Clean Ocean Improvement Reserve

### Drainage Projects

The FY 2017-18 budget includes 2 capital improvement projects for \$700,000 and 1 maintenance project in the amount of \$200,000.

Capital improvement projects in FY 2017-18 are:

- Calle de Industrias/Los Molinos Storm Drain Extension
- Calle Los Molinos / Calle Redondel Storm Drain

Maintenance and other projects in FY 2017-18 are:

- Storm Drain Rehabilitation

Individual project sheets for both capital improvement projects and maintenance projects are on the following pages.

### Developer Improvements

All storm drain improvements within the Marblehead Coastal project site will be completed by the developer. Future maintenance in this area will be funded from storm drain and clean ocean fees collected from the new property owners.

### Funding Sources

Drainage capital projects are primarily funded through multiple funding sources, including transfers from the Storm Drain and Clean Ocean Operating funds, annual depreciation transfers to Depreciation Reserves, and capital grants. Individual project sheets identify the primary source of funding for each project and the operating impact.

The City does not anticipate a lack of funding in the near future, but has determined the following alternatives may be used to finance projects:

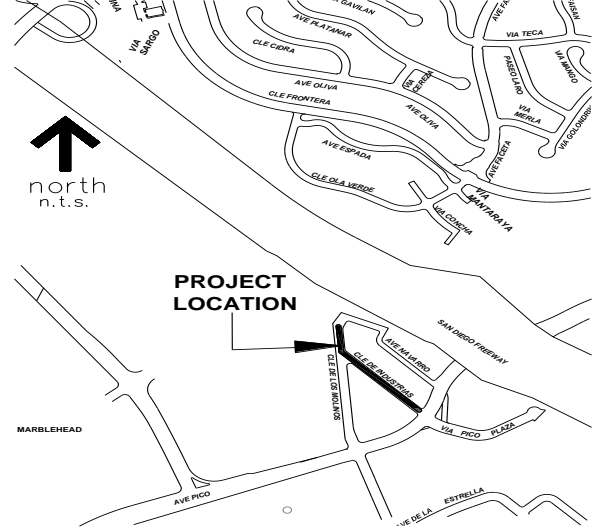
- Issuance of debt (bond, notes, advances from other funds)
- Rate increases or additional fees
- Other grant funding sources
- Funding from an alternative City fund
- Reallocation of funds from existing projects

# Calle de Industrias/Los Molinos Storm Drain Extension Capital Project - Drainage

**Project Description:**

Currently there is no storm drain system within Calle Los Molinos north of Avenida Pico. It is proposed to extend an 18-inch storm drain from Avenida Pico north beyond the intersection of Calle de Industrias/Calle Los Molinos to collect and control storm runoff in this area.

**Project Location:**



**Project Management:** Engineering Division  
**Supporting Division:** Utilities Division  
**Type of Project:** New Construction  
**Impact on Operating Budget:** Will require inspection and maintenance in future operating budgets.

**General Plan Policy #** PSFU-6.01

Project Cost	Six Year						
	Total	FY 2018	FY 2019	FY 2020	FY 2021	FY 2022	FY 2023
<b>Construction Costs</b>							
Land Acquisition							
Preliminary Engineering	60,000	60,000					
Construction Costs	340,000	340,000					
<b>Total Construction</b>	<b>400,000</b>	<b>400,000</b>					

Operation & Maintenance Costs	Six Year						
	Total	FY 2018	FY 2019	FY 2020	FY 2021	FY 2022	FY 2023
Staff							
Operations							
Maintenance & Repair							
<b>Total O &amp; M Cost</b>							
<b>Total Project Cost</b>	<b>400,000</b>	<b>400,000</b>					

Funding Source	Six Year						
	Total	FY 2018	FY 2019	FY 2020	FY 2021	FY 2022	FY 2023
Local Drainage Facilities	400,000	400,000					
<b>Total Funding</b>	<b>400,000</b>	<b>400,000</b>					

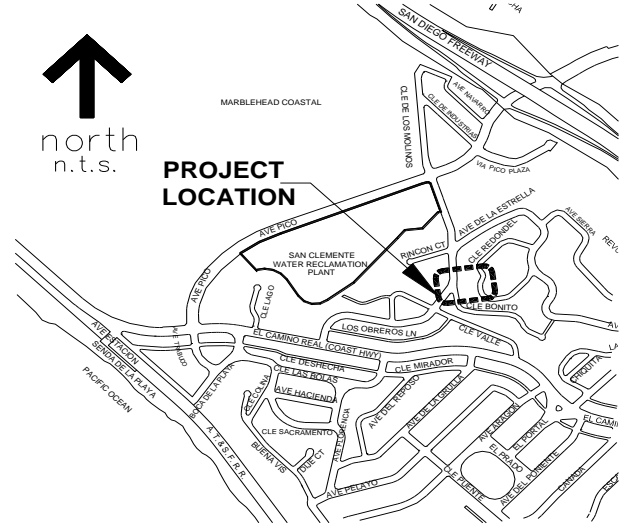
# Calle Los Molinos / Calle Redondel Storm Drain Improvements

## Capital Project - Drainage

**Project Description:**

The storm runoff portion of Calle Redondel is collected within a catch basin and is conveyed into Calle de Los Molinos and Calle Bonito through an 8-inch PVC pipe and a parkway culvert. This storm drain is deficient and needs replacement. Based on the final design and actual bids, additional funding is budgeted.

**Project Location:**



**Project Management:** Engineering Division  
**Supporting Division:** Utilities Division  
**Type of Project:** Replacement and new construction  
**Impact on Operating Budget:** None.

**General Plan Policy #** PSFU-6.01

Project Cost	Six Year						
	Total	FY 2018	FY 2019	FY 2020	FY 2021	FY 2022	FY 2023
<b>Construction Costs</b>							
Land Acquisition							
Preliminary Engineering							
Construction Costs	300,000	300,000					
<b>Total Construction</b>	300,000	300,000					

Operation & Maintenance Costs	Six Year						
	Total	FY 2018	FY 2019	FY 2020	FY 2021	FY 2022	FY 2023
Staff							
Operations							
Maintenance & Repair							
<b>Total O &amp; M Cost</b>							
<b>Total Project Cost</b>	300,000	300,000					

Funding Source	Six Year						
	Total	FY 2018	FY 2019	FY 2020	FY 2021	FY 2022	FY 2023
Local Drainage Facilities	300,000	300,000					
<b>Total Funding</b>	300,000	300,000					

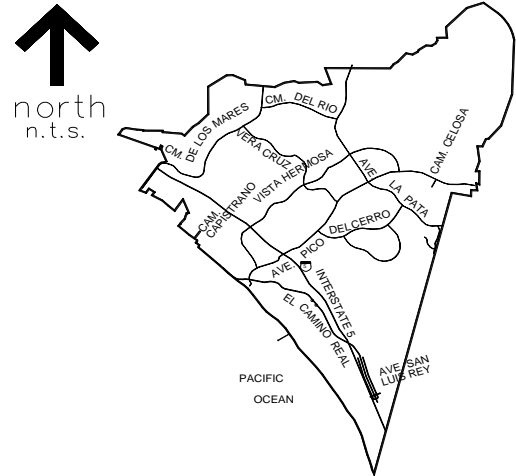
# Storm Drain Rehabilitation

## Maintenance and Other Project - Drainage

**Project Description:**

Storm drain pipelines and catch basins throughout the City will be replaced or repaired to increase service life. The locations and rehabilitation are determined by the City's Utilities staff based on underground videos. Funding is also used for unanticipated storm drain repairs or minor failures that occur due to winter rain events.

**Project Location:**



**Project Management:** Engineering Division  
**Supporting Division:** None  
**Type of Project:** Replacement and rehabilitation of existing utilities  
**Impact on Operating Budget:** None.

**General Plan Policy #** PSFU-6.01

Project Cost	Six Year						
	Total	FY 2018	FY 2019	FY 2020	FY 2021	FY 2022	FY 2023
<b>Construction Costs</b>							
Land Acquisition							
Preliminary Engineering							
Construction Costs	1,200,000	200,000	200,000	200,000	200,000	200,000	200,000
<b>Total Construction</b>	<b>1,200,000</b>	<b>200,000</b>	<b>200,000</b>	<b>200,000</b>	<b>200,000</b>	<b>200,000</b>	<b>200,000</b>

Operation & Maintenance Costs	Six Year						
	Total	FY 2018	FY 2019	FY 2020	FY 2021	FY 2022	FY 2023
Staff							
Operations							
Maintenance & Repair							
<b>Total O &amp; M Cost</b>							
<b>Total Project Cost</b>	<b>1,200,000</b>	<b>200,000</b>	<b>200,000</b>	<b>200,000</b>	<b>200,000</b>	<b>200,000</b>	<b>200,000</b>

Funding Source	Six Year						
	Total	FY 2018	FY 2019	FY 2020	FY 2021	FY 2022	FY 2023
Storm Drain Dep. Reserve	1,200,000	200,000	200,000	200,000	200,000	200,000	200,000
<b>Total Funding</b>	<b>1,200,000</b>	<b>200,000</b>	<b>200,000</b>	<b>200,000</b>	<b>200,000</b>	<b>200,000</b>	<b>200,000</b>

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# Capital Improvement Program

## Parks and Medians

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### **Parks & Recreation Master Plan**

In 1988, the City developed a Parks and Recreation master plan. The plan was designed to address open space requirements and the development of park amenities which are consistent with the elements defined in the City's General Plan. The master plan was updated and approved by the City Council in June 1999. The City began the process of updating the Parks & Recreation Master Plan in February, 2016. This update should be completed some time in 2017.

### **Parks and Median Funds**

The following funds account for park and median activities and capital improvements:

- General Fund
- Gas Tax Fund
- Other Funds
- Parks Acquisition and Development Fund
- Private donations

### **Parks & Recreation Facility Improvements**

The FY 2017-18 budget includes 3 capital improvement projects for \$475,000 and 1 maintenance project in the amount of \$250,000.

Capital improvement projects in FY 2017-18 are:

- Camino Del Rio Trailhead Signs & Fencing
- Playground Equipment Replacements
- Ralph's Skate Park Lighting

Maintenance and other projects in FY 2017-18 are:

- FY 2017-18 Opportunistic Sand Replenishment

Individual project sheets for capital improvement and maintenance projects are on the following pages.

### **Developer Improvements**

The Parks and Recreation master plan designates park sites or open space within the development area of the Sea Summit planned community. Construction of the parks has been addressed within the developer agreement. Upon completion, the City will be responsible for operating and maintenance costs.

There are four new parks, median & trail related developer improvement projects which have been completed or are still under development at the Sea Summit project at this time, with completion anticipated during the summer of 2017. The four improvement projects include:

- Jim Johnson Memorial Sports Park and Pico Park (under construction)
- Canyon View and Vista Del Sol Parks (completed)
- Sea Summit Trails (completed)
- Sea Summit Medians (construction underway)

### **Funding Sources**

Parks and median capital projects are funded through multiple funding sources, including transfers from the General fund and the Parks Acquisition and Development fund, grant funding, and developer contributions and deposits, and private donations.

The City does not anticipate a lack of funding in the near future, but has determined the following alternatives may be used to finance projects:

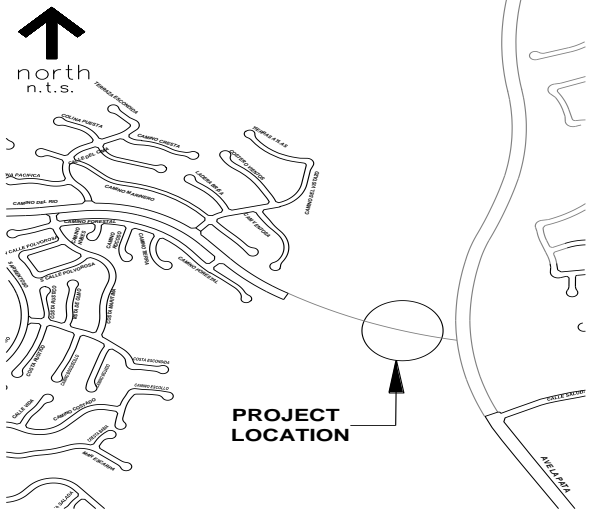
- Issuance of debt (bond, notes, advances from other funds)
- Additional development fees
- Other grant funding sources
- Contributions from other City funds
- Reallocation of funds from existing projects
- Sale of surplus property

# Camino Del Rio Trailhead Signs and Fencing Capital Project - Beaches, Parks & Medians

**Project Description:**

This project will install trail map and rules signage and fencing on both sides of the Camino Del Rio Extension along the Forster Ridgeline Trail to inform trail users and control access.

**Project Location:**



**Project Management:** Engineering Division  
**Supporting Division:** Recreation Division  
**Type of Project:** Replacement and new construction  
**Impact on Operating Budget:** Will require inspection and maintenance in future operating budgets.

**General Plan Policy #** BPR-4.02

Project Cost	Six Year						
	Total	FY 2018	FY 2019	FY 2020	FY 2021	FY 2022	FY 2023
<b>Construction Costs</b>							
Land Acquisition							
Preliminary Engineering							
Construction Costs	25,000	25,000					
<b>Total Construction</b>	25,000	25,000					

Operation & Maintenance Costs	Six Year						
	Total	FY 2018	FY 2019	FY 2020	FY 2021	FY 2022	FY 2023
Staff							
Operations							
Maintenance & Repair							
<b>Total O &amp; M Cost</b>							
<b>Total Project Cost</b>	25,000	25,000					

Funding Source	Six Year						
	Total	FY 2018	FY 2019	FY 2020	FY 2021	FY 2022	FY 2023
General Fund	25,000	25,000					
<b>Total Funding</b>	25,000	25,000					

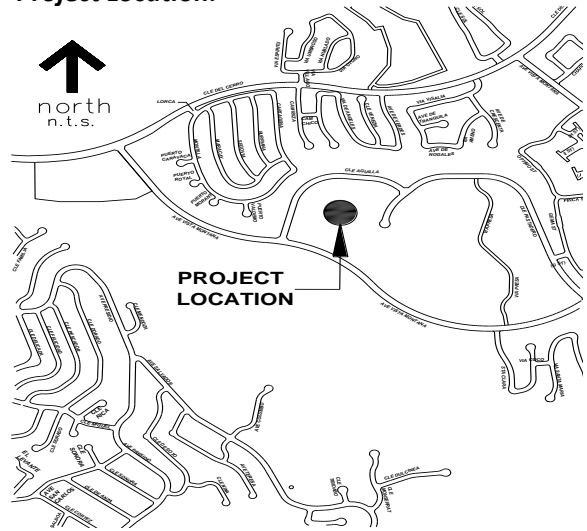
# Playground Equipment Replacements

## Capital Project - Parks & Median

**Project Description:**

This project will provide for an in-kind replacement of equipment and safety surfacing at the Rancho San Clemente Park Playgrounds, consistent with the playground replacement approach and plan approved by the City Council.

**Project Location:**



**Project Management:** Engineering Division  
**Supporting Division:** None  
**Type of Project:** Replacement and new construction  
**Impact on Operating Budget:** None.

**General Plan Policy #** BPR-2.03, BPR-1.05

Project Cost	Six Year						
	Total	FY 2018	FY 2019	FY 2020	FY 2021	FY 2022	FY 2023
<b>Construction Costs</b>							
Land Acquisition							
Preliminary Engineering							
Construction Costs	300,000	300,000					
<b>Total Construction</b>	300,000	300,000					

Operation & Maintenance Costs	Six Year						
	Total	FY 2018	FY 2019	FY 2020	FY 2021	FY 2022	FY 2023
Staff							
Operations							
Maintenance & Repair							
<b>Total O &amp; M Cost</b>							
<b>Total Project Cost</b>	300,000	300,000					

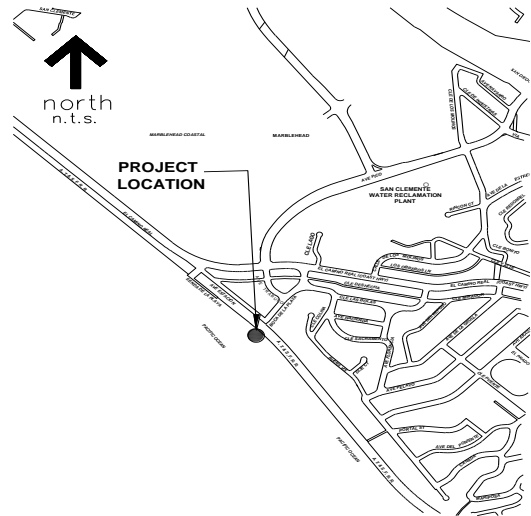
Funding Source	Six Year						
	Total	FY 2018	FY 2019	FY 2020	FY 2021	FY 2022	FY 2023
Park Asset Reserve	300,000	300,000					
<b>Total Funding</b>	300,000	300,000					

# FY 2018 Opportunistic Sand Replenishment Maintenance and Other Project - Beaches, Parks and Medians

**Project Description:**

Beach quality sand may become available from a County project during FY 18, and the County may share in costs to transport sand to the City. This project will reserve funds for any additional permitting work, or City matching funds that may be needed. Sand would be placed at North Beach or possibly Linda Lane Beach, depending on resources agency permit requirements. Potential sand quantity is unknown at this time. When additional details are available, a report will be provided to the City Council for consideration on pursuing another replenishment project.

**Project Location:**



**Project Management:** Engineering Division  
**Supporting Division:** Maintenance Services  
**Type of Project:** Maintenance reconstruction  
**Impact on Operating Budget:** None

**General Plan Policy #** BPR-2.03, BPR-3.01

Project Cost	Six Year						
	Total	FY 2018	FY 2019	FY 2020	FY 2021	FY 2022	FY 2023
<b>Construction Costs</b>							
Land Acquisition							
Preliminary Engineering							
Construction Costs	250,000	250,000					
<b>Total Construction</b>	250,000	250,000					

Operation & Maintenance Costs	Six Year						
	Total	FY 2018	FY 2019	FY 2020	FY 2021	FY 2022	FY 2023
Staff							
Operations							
Maintenance & Repair							
<b>Total O &amp; M Cost</b>							
<b>Total Project Cost</b>	250,000	250,000					

Funding Source	Six Year						
	Total	FY 2018	FY 2019	FY 2020	FY 2021	FY 2022	FY 2023
General Fund	250,000	250,000					
<b>Total Funding</b>	250,000	250,000					



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# Capital Improvement Program

## Sewer

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### Wastewater (Sewer) Master Plan

The City's Wastewater (Sewer) master plan was completed in 1982. The original master plan provided:

- Analysis of the condition and capacity of the existing wastewater system
- Collection and treatment system improvements or system deficiencies
- System improvements necessary to provide service to future development sites such as Forster Ranch, Rancho San Clemente, Marblehead Coastal and Talega Valley

The master plan was updated in September 1995 to include changes in the City of San Clemente General Plan adopted in 1993. Also, in 2006 the City completed a Sewer Asset Management Study that projects capital costs and funding needs over the next 20 years. This study determined the required funding that is needed for long term replacement and rehabilitation of wastewater infrastructure.

The major components of the Wastewater system include:

- Gravity and trunk sewers
- Force mains
- Pump stations
- Water Reclamation Plant (WRP)

### Sewer Fund

The following enterprise funds accounts for sewer activities and capital improvements:

- Sewer Operating Fund
- Sewer Depreciation Reserve Fund
- Sewer Connection Fee Reserve Fund
- Sewer Other Agency Reserve Fund

### Wastewater Improvements

The FY 2017-18 budget includes 3 capital improvement projects for a total of \$850,000 and 4 maintenance projects in the amount of \$1.1 million.

Capital improvement projects are listed below:

- Sewer System SCADA Implementation
- WRP Gravity Belt Thickener Replacement
- WRP Security Gate

Maintenance and other projects in FY 2017-18 are:

- Primary Clarifier Covers & Grating Replacements
- Sewer System Lining
- Sewer System Rehabilitation
- Sewer System Replacement

Individual project sheets for both capital improvement projects and maintenance projects are on the following pages.

### Developer Improvements

Sewer infrastructure within the Marblehead Coastal development was constructed by the developer. Future maintenance and replacement of infrastructure in this area will be funded from sewer service charges collected from new utility users.

### Funding Sources

Funding for wastewater system improvements will be from the Sewer Depreciation, Connection Fee, and Other Agency Reserves. These reserves consist of funds set aside from the Sewer Operating Fund and Connection fees to pay for replacement equipment or to rebuild existing sewer system infrastructure.

The City does not anticipate a lack of funding in the near future, but has determined the following alternatives may be used to finance projects:

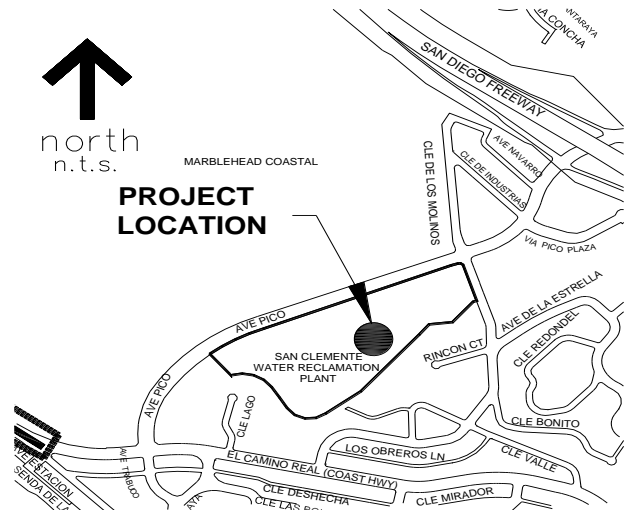
- Issuance of debt (bond, notes, advances from other funds)
- Rate increases
- Additional connection charges
- Other grant funding sources
- Funding from an alternative City fund
- Reallocation of funds from existing projects

# Sewer System SCADA Implementation Capital Project - Sewer

**Project Description:**

The City's Supervisory Control and Data Acquisition (SCADA) System has been completed for the remote Water Distribution and Wastewater Collection Systems. The system provides remote monitoring and control of the sites such as: pump stations, sewer lift stations, reservoirs and turnouts. The Water Reclamation Plant (WRP) is under design to be upgraded to a modern system to provide real time monitoring and control for many of the systems within the plant.

**Project Location:**



**Project Management:** Engineering Division  
**Supporting Division:** Utilities Division  
**Type of Project:** New Equipment  
**Impact on Operating Budget:** None

**General Plan Policy #** PSFU-5.10, PSFU-5.11

Project Cost	Six Year						
	Total	FY 2018	FY 2019	FY 2020	FY 2021	FY 2022	FY 2023
<b>Construction Costs</b>							
Land Acquisition							
Preliminary Engineering							
Construction Costs	450,000	450,000					
<b>Total Construction</b>	450,000	450,000					

Operation & Maintenance Costs	Six Year						
	Total	FY 2018	FY 2019	FY 2020	FY 2021	FY 2022	FY 2023
Staff							
Operations							
Maintenance & Repair							
<b>Total O &amp; M Cost</b>							
<b>Total Project Cost</b>	450,000	450,000					

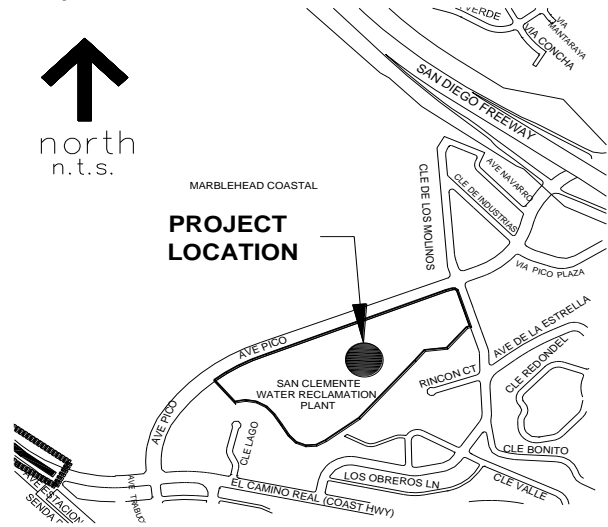
Funding Source	Six Year						
	Total	FY 2018	FY 2019	FY 2020	FY 2021	FY 2022	FY 2023
Sewer Deprec. Reserve	50,000	50,000					
Sewer Connection Reserve	400,000	400,000					
<b>Total Funding</b>	450,000	450,000					

# WRP Gravity Belt Thickener Replacement Capital Project - Sewer

**Project Description:**

The gravity belt thickeners (GBTs) at the Water Reclamation Plant provide for the dewatering of sewage sludge to improve the biological digestion process. The GBTs are over 25 years old and have met their useful life. Based on an actual proposal for design and preparation of bid documents, and a more detailed cost estimate, additional funding is needed for design and construction. Construction is anticipated in FY 2019.

**Project Location:**



**Project Management:** Engineering Division  
**Supporting Division:** Utilities Division  
**Type of Project:** New Equipment  
**Impact on Operating Budget:** None.

**General Plan Policy #** PSFU-5.10

Project Cost	Six Year						
	Total	FY 2018	FY 2019	FY 2020	FY 2021	FY 2022	FY 2023
<b>Construction Costs</b>							
Land Acquisition							
Preliminary Engineering	100,000	100,000					
Construction Costs	1,500,000	100,000	1,400,000				
<b>Total Construction</b>	<b>1,600,000</b>	<b>200,000</b>	<b>1,400,000</b>				

Operation & Maintenance Costs	Six Year						
	Total	FY 2018	FY 2019	FY 2020	FY 2021	FY 2022	FY 2023
Staff							
Operations							
Maintenance & Repair							
<b>Total O &amp; M Cost</b>							
<b>Total Project Cost</b>	<b>1,600,000</b>	<b>200,000</b>	<b>1,400,000</b>				

Funding Source	Six Year						
	Total	FY 2018	FY 2019	FY 2020	FY 2021	FY 2022	FY 2023
Sewer Deprec. Reserve	1,600,000	200,000	1,400,000				
<b>Total Funding</b>	<b>1,600,000</b>	<b>200,000</b>	<b>1,400,000</b>				

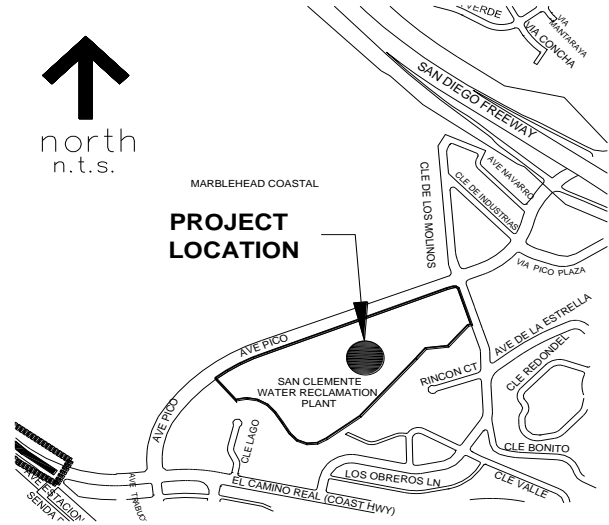
# WRP Security Gate

## Capital Project - Sewer

**Project Description:**

The security gate at Water Reclamation Plant Road is in need of replacement due to its age and difficulty in finding replacement parts. The gate was installed in the early 1990's as part of the Water Reclamation Plant expansion. Staff is recommending replacement and relocation of the gate to improve security at the facility.

**Project Location:**



**Project Management:** Engineering Division  
**Supporting Division:** Utilities Division  
**Type of Project:** New Equipment  
**Impact on Operating Budget:** None.

**General Plan Policy #** UD-4.01, PSFU-5.10

Project Cost	Six Year						
	Total	FY 2018	FY 2019	FY 2020	FY 2021	FY 2022	FY 2023
<b>Construction Costs</b>							
Land Acquisition							
Preliminary Engineering	25,000	25,000					
Construction Costs	175,000	175,000					
<b>Total Construction</b>	<b>200,000</b>	<b>200,000</b>					

Operation & Maintenance Costs	Six Year						
	Total	FY 2018	FY 2019	FY 2020	FY 2021	FY 2022	FY 2023
Staff							
Operations							
Maintenance & Repair							
<b>Total O &amp; M Cost</b>							
<b>Total Project Cost</b>	<b>200,000</b>	<b>200,000</b>					

Funding Source	Six Year						
	Total	FY 2018	FY 2019	FY 2020	FY 2021	FY 2022	FY 2023
Sewer Deprec. Reserve	125,000	125,000					
Water Deprec. Reserve	75,000	75,000					
<b>Total Funding</b>	<b>200,000</b>	<b>200,000</b>					

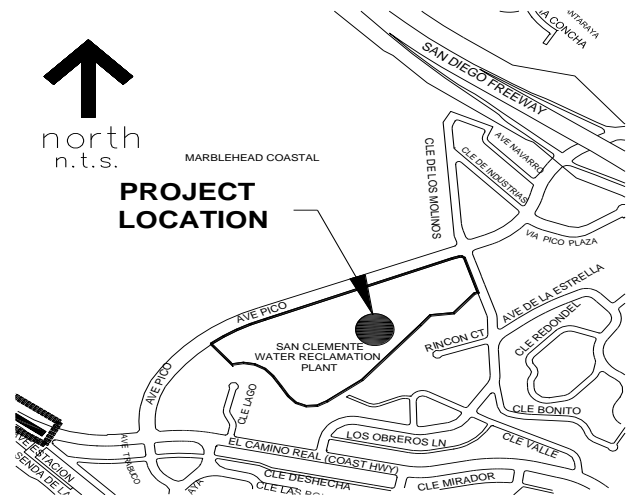
# Primary Clarifier Covers & Grating Replacements

## Maintenance and Other Project - Sewer

**Project Description:**

The covers of the Water Reclamation Plant (WRP) primary clarifiers serve to contain odors in the wastewater treatment process. Numerous sections of the covers need to be replaced to ensure a safe working environment for plant personnel. Based on the final design and a detailed cost estimate, additional funding is needed for construction.

**Project Location:**



**Project Management:** Engineering Division  
**Supporting Division:** Utilities Division  
**Type of Project:** New Equipment  
**Impact on Operating Budget:** None.

**General Plan Policy #** PSFU-5.10

Project Cost	Six Year						
	Total	FY 2018	FY 2019	FY 2020	FY 2021	FY 2022	FY 2023
<b>Construction Costs</b>							
Land Acquisition							
Preliminary Engineering							
Construction Costs	400,000	400,000					
<b>Total Construction</b>	400,000	400,000					

Operation & Maintenance Costs	Six Year						
	Total	FY 2018	FY 2019	FY 2020	FY 2021	FY 2022	FY 2023
Staff							
Operations							
Maintenance & Repair							
<b>Total O &amp; M Cost</b>							
<b>Total Project Cost</b>	400,000	400,000					

Funding Source	Six Year						
	Total	FY 2018	FY 2019	FY 2020	FY 2021	FY 2022	FY 2023
Sewer Deprec. Reserve	400,000	400,000					
<b>Total Funding</b>	400,000	400,000					

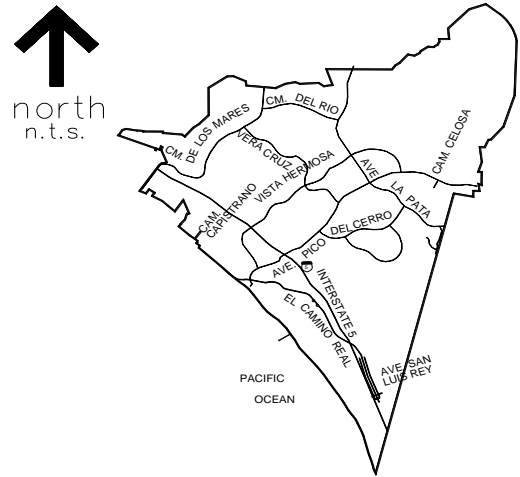
# Sewer System Lining

## Maintenance and Other Project - Sewer

**Project Description:**

Sewer lines and manholes throughout the City will be lined on an as-needed basis to increase service life and to prevent sewer leaks. The locations are determined by the City's Utilities staff underground video of pipelines or inspection of manholes. Funding will provide approximately \$200,000 for scheduled sewer system lining.

**Project Location:**



**Project Management:** Engineering Division  
**Supporting Division:** Utilities Division  
**Type of Project:** Rehabilitation  
**Impact on Operating Budget:** None

**General Plan Policy #** PSFU-5.10

Project Cost	Six Year						
	Total	FY 2018	FY 2019	FY 2020	FY 2021	FY 2022	FY 2023
<b>Construction Costs</b>							
Land Acquisition							
Preliminary Engineering							
Construction Costs	400,000	200,000	200,000				
<b>Total Construction</b>	400,000	200,000	200,000				

Operation & Maintenance Costs	Six Year						
	Total	FY 2018	FY 2019	FY 2020	FY 2021	FY 2022	FY 2023
Staff							
Operations							
Maintenance & Repair							
<b>Total O &amp; M Cost</b>							
<b>Total Project Cost</b>	400,000	200,000	200,000				

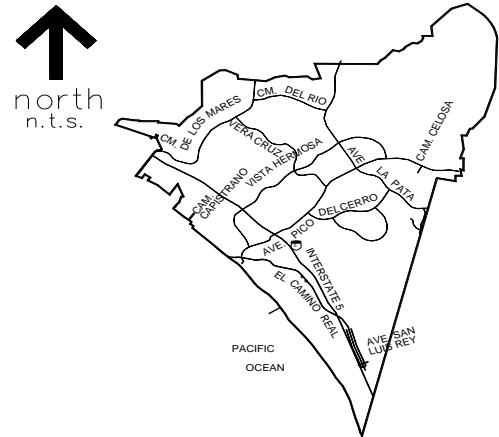
Funding Source	Six Year						
	Total	FY 2018	FY 2019	FY 2020	FY 2021	FY 2022	FY 2023
Sewer Deprec. Reserve	400,000	200,000	200,000				
<b>Total Funding</b>	400,000	200,000	200,000				

# Sewer System Rehabilitation Maintenance and Other Project - Sewer

**Project Description:**

This project provides for corrective maintenance requirements related to the Water Reclamation Plant and Colletions systems assets. Funding will be utilized for maintenance and emergency work related to pump station valves, motors, pumps and pipelines to improve the overall sewer system.

**Project Location:**



**Project Management:** Engineering Division  
**Supporting Division:** Utilities Division  
**Type of Project:** Replacement and rehabilitation of existing utilities  
**Impact on Operating Budget:** None

**General Plan Policy #** PSFU-5.10

Project Cost	Six Year						
	Total	FY 2018	FY 2019	FY 2020	FY 2021	FY 2022	FY 2023
<b>Construction Costs</b>							
Land Acquisition							
Preliminary Engineering							
Construction Costs	2,400,000	400,000	400,000	400,000	400,000	400,000	400,000
<b>Total Construction</b>	<b>2,400,000</b>	<b>400,000</b>	<b>400,000</b>	<b>400,000</b>	<b>400,000</b>	<b>400,000</b>	<b>400,000</b>

Operation & Maintenance Costs	Six Year						
	Total	FY 2018	FY 2019	FY 2020	FY 2021	FY 2022	FY 2023
Staff							
Operations							
Maintenance & Repair							
<b>Total O &amp; M Cost</b>							
<b>Total Project Cost</b>	<b>2,400,000</b>	<b>400,000</b>	<b>400,000</b>	<b>400,000</b>	<b>400,000</b>	<b>400,000</b>	<b>400,000</b>

Funding Source	Six Year						
	Total	FY 2018	FY 2019	FY 2020	FY 2021	FY 2022	FY 2023
Sewer Deprec. Reserve	1,600,000	400,000	400,000	400,000	400,000	400,000	400,000
<b>Total Funding</b>	<b>1,600,000</b>	<b>400,000</b>	<b>400,000</b>	<b>400,000</b>	<b>400,000</b>	<b>400,000</b>	<b>400,000</b>

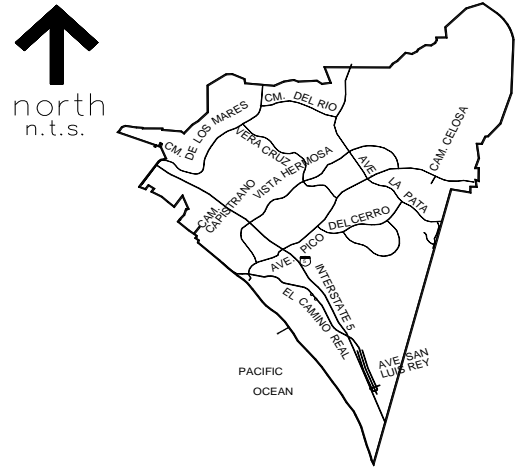
# Sewer System Replacement

## Maintenance and Other Project - Sewer

**Project Description:**

Sewer lines and manholes will be rehabilitated in conjunction with the Street Improvement Program. City Utilities staff will determine the locations through the use of video inspection prior to the design of street replacement overlay. Coordinating sewer replacement prior to street paving will minimize the need for sewer related construction in a recently paved street.

**Project Location:**



**Project Management:** Engineering Division  
**Supporting Division:** Utilities Division  
**Type of Project:** Maintenance renovation  
**Impact on Operating Budget:** None.

**General Plan Policy #** PSFU-5.10

Project Cost	Six Year						
	Total	FY 2018	FY 2019	FY 2020	FY 2021	FY 2022	FY 2023
<b>Construction Costs</b>							
Land Acquisition							
Preliminary Engineering							
Construction Costs	600,000	100,000	100,000	100,000	100,000	100,000	100,000
<b>Total Construction</b>	600,000	100,000	100,000	100,000	100,000	100,000	100,000

Operation & Maintenance Costs	Six Year						
	Total	FY 2018	FY 2019	FY 2020	FY 2021	FY 2022	FY 2023
Staff							
Operations							
Maintenance & Repair							
<b>Total O &amp; M Cost</b>							
<b>Total Project Cost</b>	600,000	100,000	100,000	100,000	100,000	100,000	100,000

Funding Source	Six Year						
	Total	FY 2018	FY 2019	FY 2020	FY 2021	FY 2022	FY 2023
Sewer Deprec. Reserve	600,000	100,000	100,000	100,000	100,000	100,000	100,000
<b>Total Funding</b>	600,000	100,000	100,000	100,000	100,000	100,000	100,000



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# Capital Improvement Program

## Street

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### Street Master Plan

A section of the City's General Plan, the Growth Management Element, established policies and standards for the street circulation system. Specific standards were established to ensure that new development did not degrade or impact the circulation system. The City also established a Regional Circulation Financing and Phasing Program (RCFPP) to ensure that funds would be available to make improvements when necessary to implement the circulation standards.

### Street Funds

The following funds account for street activities and capital improvements:

- General Fund
- Gas Tax Fund
- Regional Circulation Financing and Phasing Program (RCFPP) Fund
- Street Improvement Fund
- Reserve Fund

### Street Improvements

The FY 2017-18 budget includes 13 capital improvement projects for \$5.6 million and 7 maintenance projects in the amount of \$1.5 million.

Capital improvement projects are listed below:

- Alley Pavement Rehabilitation
- Arterial Street Pavement Maintenance
- Ave Vista Hermosa - Turqueza to Vera Cruz
- Avenida Pico Widening - Interstate 5 to Frontera
- FY 2018 Street Improvement Projects
- Radar Speed Signs-La Pata & Del Rio
- Shorecliffs Safe Routes to School
- Street Light LED Conversion - Phase II
- Traffic Signal Battery Backup Systems - Phase II
- Traffic Signal Cabinet Replacement
- Traffic Signal Head Protected/Permissive Conversions
- West Avenida Palizada Sidewalk Part A (100 Block)
- West Avenida Palizada Sidewalk Part B (100 Block)

Maintenance and other projects in FY 2017-18 are:

- As Needed Pavement Repairs
- Major Street Maintenance Program
- San Clemente Trolley Operation
- Sidewalk Repair & Improvements
- Slurry Seal
- Street Improvement Design
- Traffic Calming Program

Individual project sheets for both capital improvement projects and maintenance projects are on the following pages.

### Developer Improvements

The developer agreement for Marblehead Coastal contains provisions for the construction of the major arterial, collector and residential streets included within the project area. The majority of residential streets within the project will be private streets.

### Funding Sources

Street capital projects are primarily funded through multiple funding sources, including transfers from the General Fund, Gas Tax funds, RCFPP Fund, grant funding, and developer contributions.

The City does not anticipate a lack of funding in the near future, but has determined the following alternatives may be used to finance projects:

- Issuance of debt (bond, notes, or special assessment districts)
- Other grant funding sources
- Increased contributions from other City funds

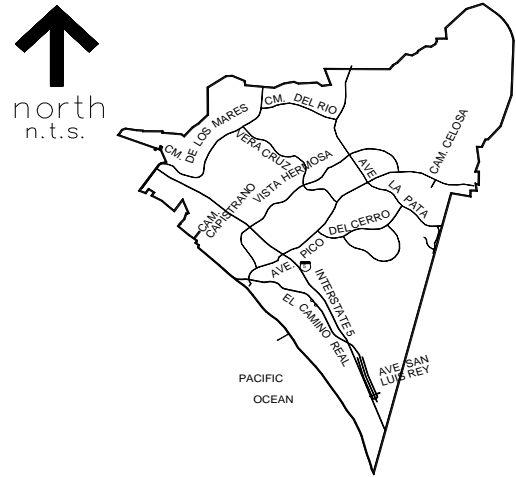
# Alley Pavement Rehabilitation

## Capital Project - Street

**Project Description:**

Work includes grinding, reconstructing deteriorated pavement areas, replacing failed curb and gutter, curb ramps, alley gutters, and overlaying the existing pavement. Alley pavement projects anticipated for FY 18 include the alley to the west of El Camino Real between Avenida Cabrillo and W. Marquita, and from W. Mariposa to W. Escalones, and possibly other segments if funds permit.

**Project Location:**



**Project Management:** Engineering Division  
**Supporting Division:** None  
**Type of Project:** Rehabilitation of street pavement section  
**Impact on Operating Budget:** None.

**General Plan Policy #** M-1.01, M-3.02

Project Cost	Six Year						
	Total	FY 2018	FY 2019	FY 2020	FY 2021	FY 2022	FY 2023
<b>Construction Costs</b>							
Land Acquisition							
Preliminary Engineering	70,000	30,000	20,000	20,000			
Construction Costs	630,000	270,000	180,000	180,000			
<b>Total Construction</b>	<b>700,000</b>	<b>300,000</b>	<b>200,000</b>	<b>200,000</b>			

Operation & Maintenance Costs	Six Year						
	Total	FY 2018	FY 2019	FY 2020	FY 2021	FY 2022	FY 2023
Staff Operations							
Maintenance & Repair							
<b>Total O &amp; M Cost</b>							
<b>Total Project Cost</b>	<b>700,000</b>	<b>300,000</b>	<b>200,000</b>	<b>200,000</b>			

Funding Source	Six Year						
	Total	FY 2018	FY 2019	FY 2020	FY 2021	FY 2022	FY 2023
Street Improv. Fund	700,000	300,000	200,000	200,000			
<b>Total Funding</b>	<b>700,000</b>	<b>300,000</b>	<b>200,000</b>	<b>200,000</b>			

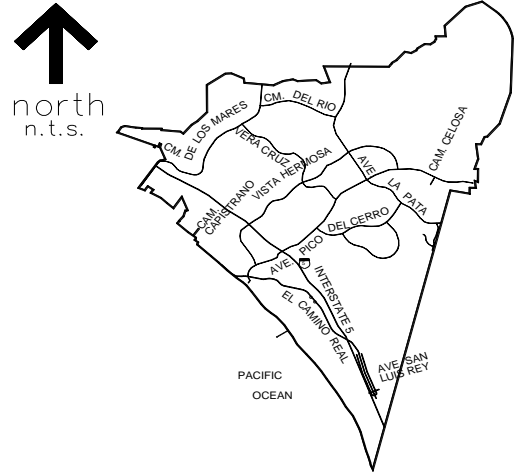
# Arterial Street Pavement Maintenance

## Capital Project - Street

**Project Description:**

This project consists of rehabilitating several arterials as a cost saving measure to extend the life of the existing rubberized pavement areas. The project will reconstruct deteriorated pavement areas, crack seal and slurry seal the existing pavement. As a part of the project, the City will repurpose the travel lane alignments to best serve the users of the roadway. Street projects for FY2018 include: Ave La Pata- Calle Saluda to Via Onda/Ave Pico; Ave Visa Hermosa - Camino Vera Cruz to Ave La Pata; Ave Vista Hermosa - Ave Pico to Ave La Pata; and Camino Vera Cruz - Camino De Los Mares to Ave Vista Hermosa, and others if funds permit.

**Project Location:**



**Project Management:** Engineering Division  
**Supporting Division:** None  
**Type of Project:** Rehabilitation  
**Impact on Operating Budget:** None.

**General Plan Policy #** M-1.01

Project Cost	Six Year						
	Total	FY 2018	FY 2019	FY 2020	FY 2021	FY 2022	FY 2023
<b>Construction Costs</b>							
Land Acquisition							
Preliminary Engineering	70,000	70,000					
Construction Costs	630,000	630,000					
<b>Total Construction</b>	<b>700,000</b>	<b>700,000</b>					

Operation & Maintenance Costs	Six Year						
	Total	FY 2018	FY 2019	FY 2020	FY 2021	FY 2022	FY 2023
Staff							
Operations							
Maintenance & Repair							
<b>Total O &amp; M Cost</b>							
<b>Total Project Cost</b>	<b>700,000</b>	<b>700,000</b>					

Funding Source	Six Year						
	Total	FY 2018	FY 2019	FY 2020	FY 2021	FY 2022	FY 2023
Gas Tax Fund	700,000	700,000					
<b>Total Funding</b>	<b>700,000</b>	<b>700,000</b>					

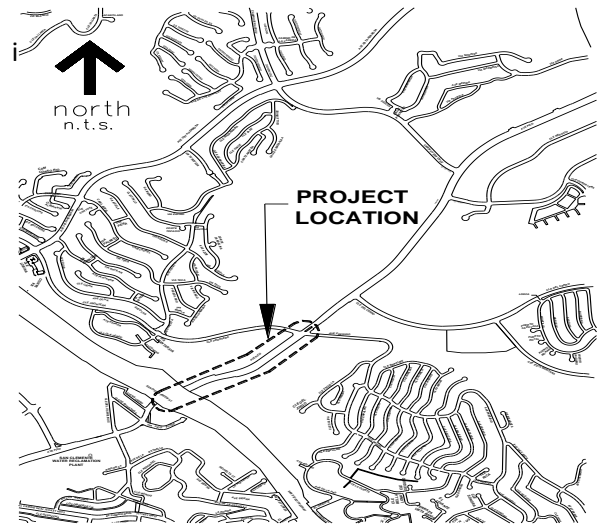
# Avenida Pico Widening Design: I-5 to Calle Frontera

## Capital Project - Street

**Project Description:**

This project will prepare the design for future widening of Avenida Pico from I-5 east to just east of Calle Frontera to accommodate bicycle lanes in both directions. It will address the remaining gap, and once constructed, Avenida Pico will have Class II bike lanes in both directions along its entire length from North Beach to the Talega community. The timing of construction will depend on future availability of City and/or grant funds. Completing the design will help develop more competitive grant funding applications.

**Project Location:**



**Project Management:** Engineering  
**Supporting Division:** None  
**Type of Project:** Design  
**Impact on Operating Budget:** None

**General Plan Policy #** M-1.01, M-1.20, M-2.13, M-2.30

Project Cost	Six Year						
	Total	FY 2018	FY 2019	FY 2020	FY 2021	FY 2022	FY 2023
<b>Construction Costs</b>							
Land Acquisition							
Preliminary Engineering	200,000	200,000					
Construction Costs							
<b>Total Construction</b>	200,000	200,000					

Operation & Maintenance Costs	Six Year						
	Total	FY 2018	FY 2019	FY 2020	FY 2021	FY 2022	FY 2023
Staff							
Operations							
Maintenance & Repair							
<b>Total O &amp; M Cost</b>							
<b>Total Project Cost</b>	200,000	200,000					

Funding Source	Six Year						
	Total	FY 2018	FY 2019	FY 2020	FY 2021	FY 2022	FY 2023
RCFPP	200,000	200,000					
<b>Total Funding</b>	200,000	200,000					

# Ave Vista Hermosa - Via Turqueza to Camino Vera Cruz

## Capital Project - Street

**Project Description:**

This project consists of rehabilitating deteriorated and deficient curb, gutter and access ramps, replacing failed pavement areas, and grinding and overlaying the street with two inches of asphalt.

**Project Location:**



**Project Management:** Engineering Division  
**Supporting Division:** None  
**Type of Project:** Rehabilitation of street pavement section  
**Impact on Operating Budget:** None.  
  
**General Plan Policy #** M-1.01

Project Cost	Six Year						
	Total	FY 2018	FY 2019	FY 2020	FY 2021	FY 2022	FY 2023
<b>Construction Costs</b>							
Land Acquisition							
Preliminary Engineering	53,200	53,200					
Construction Costs	478,800	478,800					
<b>Total Construction</b>	<b>532,000</b>	<b>532,000</b>					

Operation & Maintenance Costs	Six Year						
	Total	FY 2018	FY 2019	FY 2020	FY 2021	FY 2022	FY 2023
Staff							
Operations							
Maintenance & Repair							
<b>Total O &amp; M Cost</b>							
<b>Total Project Cost</b>	<b>532,000</b>	<b>532,000</b>					

Funding Source	Six Year						
	Total	FY 2018	FY 2019	FY 2020	FY 2021	FY 2022	FY 2023
Gas Tax Fund	532,000	532,000					
<b>Total Funding</b>	<b>532,000</b>	<b>532,000</b>					

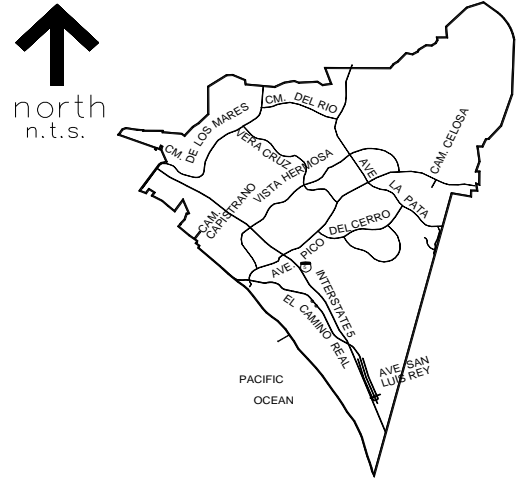
# Sidewalk Improvements / CDBG

## Capital Project - Street

### Project Description:

The CDBG Sidewalk Improvements Program was developed to install missing sidewalk sections within the CDBG target area. The 2018 project will install 4 foot wide sidewalk along West Avenida Palizada within the CDBG target area and coordinated with a \$130,000 General Fund project for portions outside of the target area.

### Project Location:



**Project Management:** Engineering Division  
**Supporting Division:** None  
**Type of Project:** New Construction  
**Impact on Operating Budget:** None.

**General Plan Policy #** M-2.13, M-2.26

Project Cost	Six Year						
	Total	FY 2018	FY 2019	FY 2020	FY 2021	FY 2022	FY 2023
<b>Construction Costs</b>							
Land Acquisition							
Preliminary Engineering							
Construction Costs	980,000	330,000	130,000	130,000	130,000	130,000	130,000
<b>Total Construction</b>	<b>980,000</b>	<b>330,000</b>	<b>130,000</b>	<b>130,000</b>	<b>130,000</b>	<b>130,000</b>	<b>130,000</b>

Operation & Maintenance Costs	Six Year						
	Total	FY 2018	FY 2019	FY 2020	FY 2021	FY 2022	FY 2023
Staff							
Operations							
Maintenance & Repair							
<b>Total O &amp; M Cost</b>							
<b>Total Project Cost</b>	<b>980,000</b>	<b>330,000</b>	<b>130,000</b>	<b>130,000</b>	<b>130,000</b>	<b>130,000</b>	<b>130,000</b>

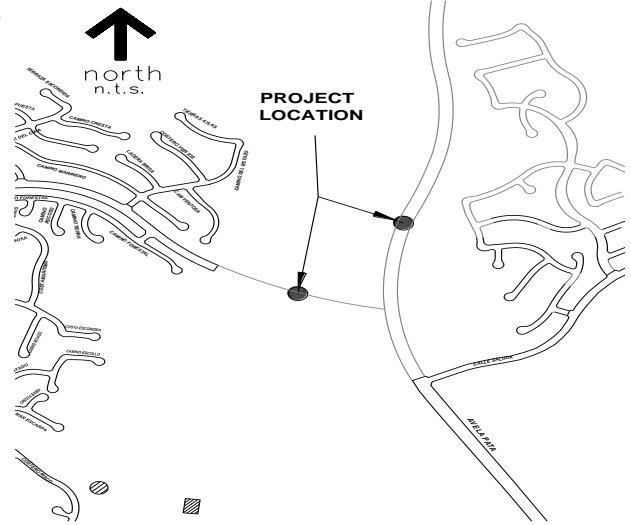
Funding Source	Six Year						
	Total	FY 2018	FY 2019	FY 2020	FY 2021	FY 2022	FY 2023
CDBG Grant	980,000	330,000	130,000	130,000	130,000	130,000	130,000
<b>Total Funding</b>	<b>980,000</b>	<b>330,000</b>	<b>130,000</b>	<b>130,000</b>	<b>130,000</b>	<b>130,000</b>	<b>130,000</b>

# Radar Speed Signs - Del Rio and La Pata Capital Project - Street

**Project Description:**

This project will install two radar speed limit signs, one on the downhill section of the Camino Del Rio Extension, and the other on the downhill section of the La Pata Extension, to inform and warn motorists of their speeds.

**Project Location:**



**Project Management:** Engineering Division  
**Supporting Division:** Maintenance Division  
**Type of Project:** Replacement and new construction  
**Impact on Operating Budget:** Will require inspection and maintenance in future operating budgets.

**General Plan Policy #** M-3.01

Project Cost	Six Year						
	Total	FY 2018	FY 2019	FY 2020	FY 2021	FY 2022	FY 2023
<b>Construction Costs</b>							
Land Acquisition							
Preliminary Engineering							
Construction Costs	35,000	35,000					
<b>Total Construction</b>	35,000	35,000					

Operation & Maintenance Costs	Six Year						
	Total	FY 2018	FY 2019	FY 2020	FY 2021	FY 2022	FY 2023
Staff							
Operations							
Maintenance & Repair							
<b>Total O &amp; M Cost</b>							
<b>Total Project Cost</b>	35,000	35,000					

Funding Source	Six Year						
	Total	FY 2018	FY 2019	FY 2020	FY 2021	FY 2022	FY 2023
Air Quality Mgmt. Fund	35,000	35,000					
<b>Total Funding</b>	35,000	35,000					

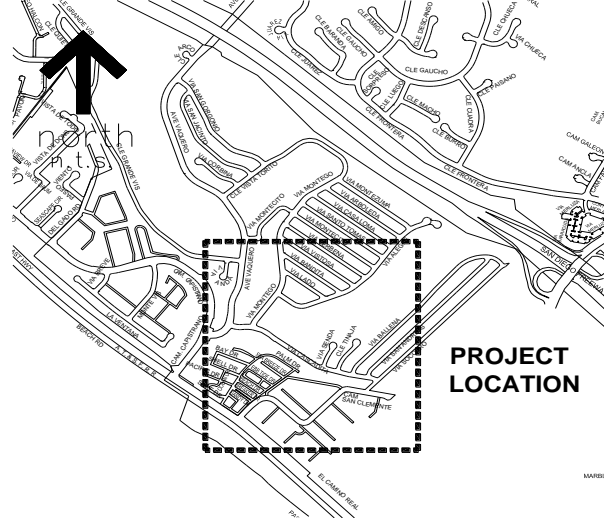
# Shorecliffs Safe Routes to School

## Capital Project - Street

**Project Description:**

The City was awarded a grant to design, permit and construct the safe route to school improvements, including curb extensions and sidewalk serving Shorecliffs Middle School. In FY 2017, project permitting and design was budgeted. Construction is scheduled to start in summer 2018 when school is out.

**Project Location:**



**Project Management:** Engineering Division  
**Supporting Division:** None  
**Type of Project:** New Construction  
**Impact on Operating Budget:** None

**General Plan Policy #** M-2.36, M-3.03

Project Cost	Six Year						
	Total	FY 2018	FY 2019	FY 2020	FY 2021	FY 2022	FY 2023
<b>Construction Costs</b>							
Land Acquisition							
Preliminary Engineering							
Construction Costs	777,000	777,000					
<b>Total Construction</b>	<b>777,000</b>	<b>777,000</b>					

Operation & Maintenance Costs	Six Year						
	Total	FY 2018	FY 2019	FY 2020	FY 2021	FY 2022	FY 2023
Staff							
Operations							
Maintenance & Repair							
<b>Total O &amp; M Cost</b>							
<b>Total Project Cost</b>	<b>777,000</b>	<b>777,000</b>					

Funding Source	Six Year						
	Total	FY 2018	FY 2019	FY 2020	FY 2021	FY 2022	FY 2023
General Fund	7,850	7,850					
Caltrans ATP Grant	769,150	769,150					
<b>Total Funding</b>	<b>777,000</b>	<b>777,000</b>					



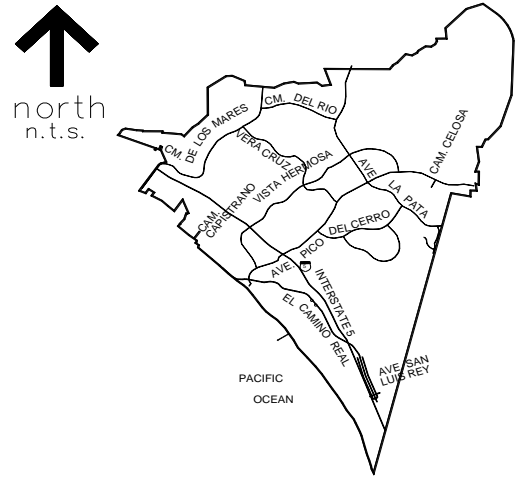
# Street Improvement Program

## Capital Project - Street

**Project Description:**

The project consists of rehabilitating Ave. Palizada from El Camino Real to Ola Vista; Calle Puente from Del Poinente to Ave. Palizada; Ave. Rosa from Ola Vista to Ave. Monterey; Cazador Lane from Ola Vista to Elena Lane; Ave. Madrid from Ola Vista to Ave. Victoria; Ave. Barcelona from El Camino Real to Ola Vista, Ave. Calafia, and Vista Valinda. Deteriorated and deficient curb, gutter, curbs ramps, and failed pavement areas will be reconstructed as needed, and the street will be cold milled and paved with a 2-inch cap or slurry sealed as needed. Additional localized pavement repairs will also be completed on Ave. Cabrillo, Ave. Monterey, Elena Lane, Pasadena Court, Ave. Victoria, and other locations as budget allows.

**Project Location:**



**Project Management:** Engineering Division  
**Supporting Division:** None  
**Type of Project:** Rehabilitation of street pavement section  
**Impact on Operating Budget:** None.

**General Plan Policy #** M-1.01, M-3.02

Project Cost	Six Year						
	Total	FY 2018	FY 2019	FY 2020	FY 2021	FY 2022	FY 2023
<b>Construction Costs</b>							
Land Acquisition							
Preliminary Engineering	200,000	200,000					
Construction Costs	1,800,000	1,800,000					
<b>Total Construction</b>	<b>2,000,000</b>	<b>2,000,000</b>					

Operation & Maintenance Costs	Six Year						
	Total	FY 2018	FY 2019	FY 2020	FY 2021	FY 2022	FY 2023
Staff Operations							
Maintenance & Repair							
<b>Total O &amp; M Cost</b>							
<b>Total Project Cost</b>	<b>2,000,000</b>	<b>2,000,000</b>					

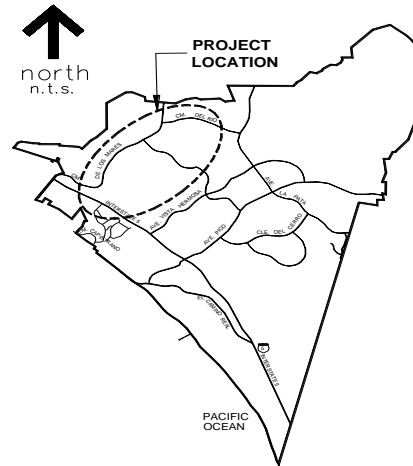
Funding Source	Six Year						
	Total	FY 2018	FY 2019	FY 2020	FY 2021	FY 2022	FY 2023
Street Improv. Fund	2,000,000	2,000,000					
<b>Total Funding</b>	<b>2,000,000</b>	<b>2,000,000</b>					

# Street Light LED Conversion Phase II Capital Project - Street

**Project Description:**

This project will replace existing High Pressure Sodium (HPS) street lights on public streets with Light Emitting Diode (LED) lights. The new LED lights will be "warm white" (3000 Kelvin) lights consistent with those installed under the FY 17 Phase I project. Areas anticipated to be converted under this project include public collector and residential streets in Forster Ranch, The Coast and other areas in the northern part of the City.

**Project Location:**



**Project Management:** Maintenance Division  
**Supporting Division:** Engineering  
**Type of Project:** Rehabilitation  
**Impact on Operating Budget:** Will reduce ongoing General Fund maintenance and electricity costs.

**General Plan Policy #** NR-6.01, NR-7.02

Project Cost	Six Year						
	Total	FY 2018	FY 2019	FY 2020	FY 2021	FY 2022	FY 2023
<b>Construction Costs</b>							
Land Acquisition							
Preliminary Engineering							
Construction Costs	300,000	300,000					
<b>Total Construction</b>	300,000	300,000					

Operation & Maintenance Costs	Six Year						
	Total	FY 2018	FY 2019	FY 2020	FY 2021	FY 2022	FY 2023
Staff							
Operations							
Maintenance & Repair							
<b>Total O &amp; M Cost</b>							
<b>Total Project Cost</b>	300,000	300,000					

Funding Source	Six Year						
	Total	FY 2018	FY 2019	FY 2020	FY 2021	FY 2022	FY 2023
Facilities Maint. Reserve	300,000	300,000					
<b>Total Funding</b>	300,000	300,000					

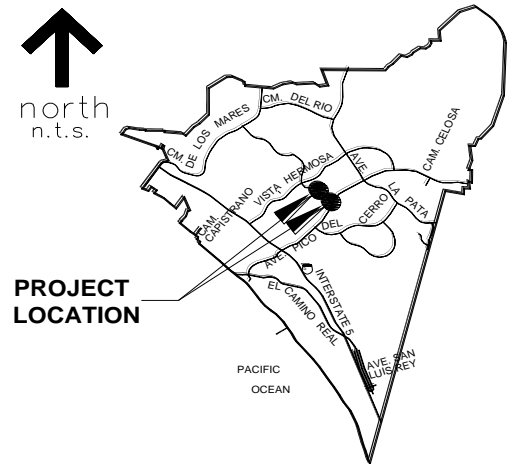
# Traffic Signal Battery Backup Systems Phase II

## Capital Project - Street

**Project Description:**

This project includes replacing two antiquated and unreliable traffic signal battery backup systems. Both intersection locations along Avenida Pico at Plaza Pacifica east and Plaza Pacifica west will be upgraded. These battery backup systems provide temporary power to traffic signals during power outages.

**Project Location:**



**Project Management:** Engineering Division  
**Supporting Division:** Maintenance Division  
**Type of Project:** Rehabilitation  
**Impact on Operating Budget:** None

**General Plan Policy #** M-1.01

Project Cost	Six Year						
	Total	FY 2018	FY 2019	FY 2020	FY 2021	FY 2022	FY 2023
<b>Construction Costs</b>							
Land Acquisition							
Preliminary Engineering							
Construction Costs	100,000	100,000					
<b>Total Construction</b>	100,000	100,000					

Operation & Maintenance Costs	Six Year						
	Total	FY 2018	FY 2019	FY 2020	FY 2021	FY 2022	FY 2023
Staff							
Operations							
Maintenance & Repair							
<b>Total O &amp; M Cost</b>							
<b>Total Project Cost</b>	100,000	100,000					

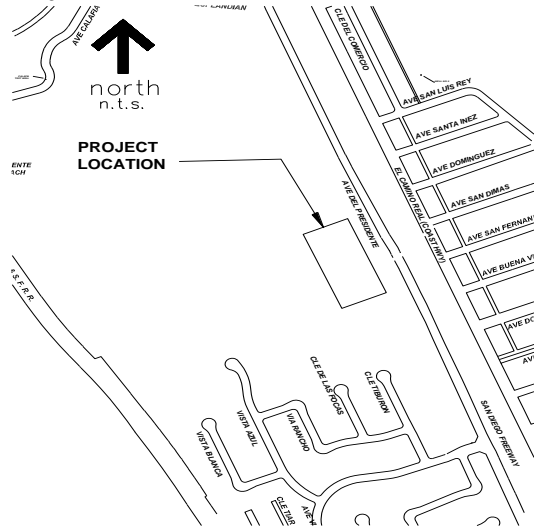
Funding Source	Six Year						
	Total	FY 2018	FY 2019	FY 2020	FY 2021	FY 2022	FY 2023
Facilities Maint. Reserve	100,000	100,000					
<b>Total Funding</b>	100,000	100,000					

# Traffic Signal Cabinet Replacement - Ave. Del Presidente Capital Project - Street

**Project Description:**

This project will replace a rusted traffic signal cabinet with a stainless steel cabinet at the Del Presidente/Concordia school entrance traffic signal. The new cabinet will provide a weatherproof enclosure for the traffic signal computer housed inside.

**Project Location:**



**Project Management:** Maintenance  
**Supporting Division:**  
**Type of Project:** Replacement and new construction  
**Impact on Operating Budget:** None  
  
**General Plan Policy #** M-1.01

Project Cost	Six Year						
	Total	FY 2018	FY 2019	FY 2020	FY 2021	FY 2022	FY 2023
<b>Construction Costs</b>							
Land Acquisition							
Preliminary Engineering							
Construction Costs	50,000	50,000					
<b>Total Construction</b>	50,000	50,000					

Operation & Maintenance Costs	Six Year						
	Total	FY 2018	FY 2019	FY 2020	FY 2021	FY 2022	FY 2023
Staff							
Operations							
Maintenance & Repair							
<b>Total O &amp; M Cost</b>							
<b>Total Project Cost</b>	50,000	50,000					

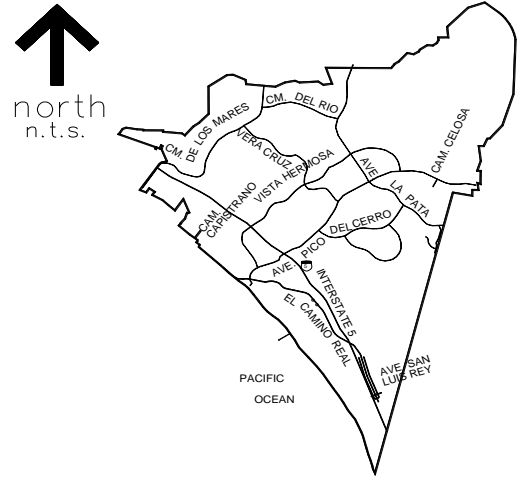
Funding Source	Six Year						
	Total	FY 2018	FY 2019	FY 2020	FY 2021	FY 2022	FY 2023
Facilities Maint. Reserve	50,000	50,000					
<b>Total Funding</b>	50,000	50,000					

# Traffic Signal Head Protected/Permissive Conversions Capital Project - Street

**Project Description:**

This project will consist of converting existing protected left turn signal heads to protected/permissive signal heads at feasible locations throughout the City. The project will install the latest protected/permissive signal heads which include a flashing yellow arrow during the permissive left phase. This type of protected/permissive signal keeps motorists safer during heavy traffic and reduces delays when traffic is lighter. Projects anticipated for FY 2018 include feasible locations along Avenida Talega, Avenida Vista Hermosa, Calle Saluda, and other locations if funds permit.

**Project Location:**



**Project Management:** Engineering Division  
**Supporting Division:** Utilities Division  
**Type of Project:** New Equipment  
**Impact on Operating Budget:** None

**General Plan Policy #** M-1.06

Project Cost	Six Year						
	Total	FY 2018	FY 2019	FY 2020	FY 2021	FY 2022	FY 2023
<b>Construction Costs</b>							
Land Acquisition							
Preliminary Engineering	17,500	17,500					
Construction Costs	157,500	157,500					
<b>Total Construction</b>	<b>175,000</b>	<b>175,000</b>					

Operation & Maintenance Costs	Six Year						
	Total	FY 2018	FY 2019	FY 2020	FY 2021	FY 2022	FY 2023
Staff Operations							
Maintenance & Repair							
<b>Total O &amp; M Cost</b>							
<b>Total Project Cost</b>	<b>175,000</b>	<b>175,000</b>					

Funding Source	Six Year						
	Total	FY 2018	FY 2019	FY 2020	FY 2021	FY 2022	FY 2023
Gas Tax Fund	175,000	175,000					
<b>Total Funding</b>	<b>175,000</b>	<b>175,000</b>					

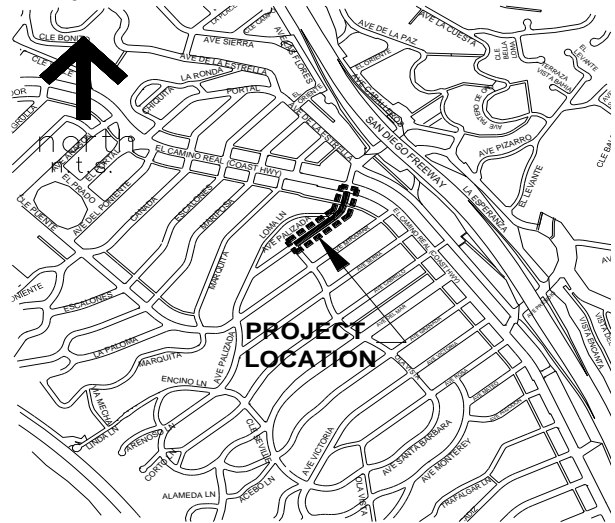
# West Avenida Palizada Sidewalk (100 Block)

## Capital Project - Street

### Project Description:

This project will install a continuous 4 foot wide sidewalk along West Avenida Palizada from El Camino Real to North Ola Vista. Due to the existing topography, installing the sidewalk will require West Avenida Palizada to be narrowed by 4 feet. Through public workshops this area has been identified as having the highest need of a continuous sidewalk. Design and permitting work is nearly complete under prior approved budgets, this is the General Fund portion of the project planned for FY 2018. Supplemental project funding will be is programmed in CDBG Fund.

### Project Location:



**Project Management:** Engineering Division  
**Supporting Division:** None  
**Type of Project:** New Construction  
**Impact on Operating Budget:** None.

**General Plan Policy #** M-1.01, M-2.35

Project Cost	Six Year						
	Total	FY 2018	FY 2019	FY 2020	FY 2021	FY 2022	FY 2023
<b>Construction Costs</b>							
Land Acquisition							
Preliminary Engineering							
Construction Costs	130,000	130,000					
<b>Total Construction</b>	<b>130,000</b>	<b>130,000</b>					

Operation & Maintenance Costs	Six Year						
	Total	FY 2018	FY 2019	FY 2020	FY 2021	FY 2022	FY 2023
Staff							
Operations							
Maintenance & Repair							
<b>Total O &amp; M Cost</b>							
<b>Total Project Cost</b>	<b>130,000</b>	<b>130,000</b>					

Funding Source	Six Year						
	Total	FY 2018	FY 2019	FY 2020	FY 2021	FY 2022	FY 2023
General Fund	130,000	130,000					
<b>Total Funding</b>	<b>130,000</b>	<b>130,000</b>					

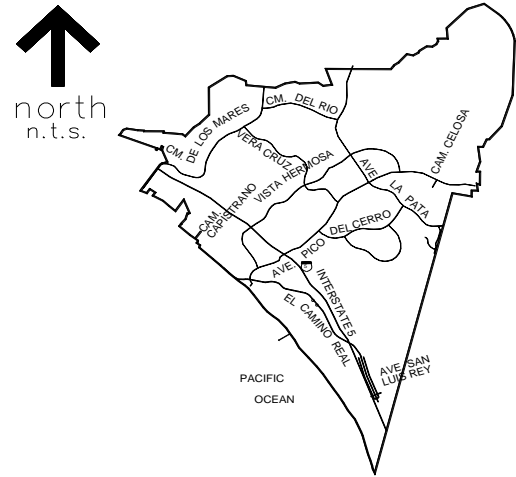
# As-Needed Pavement Repairs and Crack Sealing

## Maintenance and Other Project - Street

**Project Description:**

This project will address needed pavement structural repairs and crack sealing in an expeditious manner. Types of projects may include specific failed pavement sections that need to be removed to subgrade and replaced with deep lift structure pavement section, and needed crack sealing to keep water from accelerating the deterioration of the pavement section. The City will contract with a pavement contractor via the public bidding process, and then provide specific task authorizations that are approved by the Public Works Director.

**Project Location:**



**Project Management:** Engineering Division  
**Supporting Division:** None  
**Type of Project:** Maintenance reconstruction  
**Impact on Operating Budget:** None.

**General Plan Policy #** M-1.01

Project Cost	Six Year						
	Total	FY 2018	FY 2019	FY 2020	FY 2021	FY 2022	FY 2023
<b>Construction Costs</b>							
Land Acquisition							
Preliminary Engineering							
Construction Costs	300,000	300,000					
<b>Total Construction</b>	300,000	300,000					

Operation & Maintenance Costs	Six Year						
	Total	FY 2018	FY 2019	FY 2020	FY 2021	FY 2022	FY 2023
Staff							
Operations							
Maintenance & Repair							
<b>Total O &amp; M Cost</b>							
<b>Total Project Cost</b>	300,000	300,000					

Funding Source	Six Year						
	Total	FY 2018	FY 2019	FY 2020	FY 2021	FY 2022	FY 2023
Street Improv. Fund	300,000	300,000					
<b>Total Funding</b>	300,000	300,000					

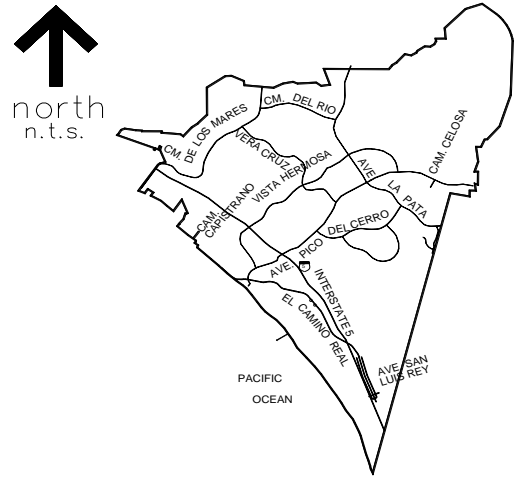
# Major Street Maintenance Program

## Maintenance and Other Project - Street

### Project Description:

With the expiration of the Street Improvement Program Assessment District, this funding is in even greater need to provide major maintenance for streets before they enter a phase of rapid deterioration. Work includes grinding, reconstructing deteriorated pavement areas, crack sealing and slurry seal or overlaying the existing pavement. Timely maintenance prevents more costly reconstruction in the future. Street projects for FY 2018 include: Calle Baranda, Calle Burro, Calle Paisano, Calle Reata, Calle Hidalgo, and parts of Calle Vallarta, Calle Acantilado, Calle Juarez, Via Juarez, and others if funds permit.

### Project Location:



**Project Management:** Engineering Division  
**Supporting Division:** None  
**Type of Project:** Maintenance reconstruction  
**Impact on Operating Budget:** None.

**General Plan Policy #** M-1.01

Project Cost	Six Year						
	Total	FY 2018	FY 2019	FY 2020	FY 2021	FY 2022	FY 2023
<b>Construction Costs</b>							
Land Acquisition							
Preliminary Engineering							
Construction Costs	3,300,000	550,000	550,000	550,000	550,000	550,000	550,000
<b>Total Construction</b>	<b>3,300,000</b>	<b>550,000</b>	<b>550,000</b>	<b>550,000</b>	<b>550,000</b>	<b>550,000</b>	<b>550,000</b>

Operation & Maintenance Costs	Six Year						
	Total	FY 2018	FY 2019	FY 2020	FY 2021	FY 2022	FY 2023
Staff							
Operations							
Maintenance & Repair							
<b>Total O &amp; M Cost</b>							
<b>Total Project Cost</b>	<b>3,300,000</b>	<b>550,000</b>	<b>550,000</b>	<b>550,000</b>	<b>550,000</b>	<b>550,000</b>	<b>550,000</b>

Funding Source	Six Year						
	Total	FY 2018	FY 2019	FY 2020	FY 2021	FY 2022	FY 2023
General Fund	3,000,000	500,000	500,000	500,000	500,000	500,000	500,000
Water Deprec. Reserve	150,000	25,000	25,000	25,000	25,000	25,000	25,000
Sewer Deprec. Reserve	150,000	25,000	25,000	25,000	25,000	25,000	25,000
<b>Total Funding</b>	<b>3,300,000</b>	<b>550,000</b>	<b>550,000</b>	<b>550,000</b>	<b>550,000</b>	<b>550,000</b>	<b>550,000</b>



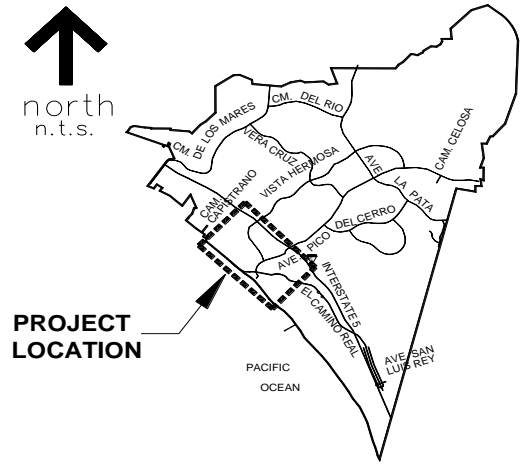
# San Clemente Trolley

## Maintenance and Other Project - Street

**Project Description:**

This project is to establish a Trolley service initially serving the downtown area. On June 13, 2016, the OCTA Board approved the grant for the San Clemente Trolley and the City Council approved the cooperative agreement on September 6, 2016. The San Clemente trolley is targeted to begin service during the summer of 2017.

**Project Location:**



**Project Management:** Engineering Division  
**Supporting Division:** None  
**Type of Project:**  
**Impact on Operating Budget:** None. Grant and AQMD funds will support the operation of the trolley.  
**General Plan Policy #** M-1.09, M-2.08

Project Cost	Six Year						
	Total	FY 2018	FY 2019	FY 2020	FY 2021	FY 2022	FY 2023
<b>Capital Costs</b>							
Purchase Trolleys							
Preliminary Engineering							
Construction Costs							
<b>Total Construction</b>							

Operation & Maintenance Costs	Six Year						
	Total	FY 2018	FY 2019	FY 2020	FY 2021	FY 2022	FY 2023
Staff							
Operations	717,408	119,567	119,567	119,567	119,569	119,569	119,569
Maintenance & Repair							
<b>Total O &amp; M Cost</b>	717,408	119,567	119,567	119,567	119,569	119,569	119,569
<b>Total Project Cost</b>	717,408	119,567	119,567	119,567	119,569	119,569	119,569

Funding Source	Six Year						
	Total	FY 2018	FY 2019	FY 2020	FY 2021	FY 2022	FY 2023
Measure M2 Project P Grant	638,493	106,415	106,415	106,415	106,416	106,416	106,416
Air Quality Mgmt. Fund	78,915	13,152	13,152	13,152	13,153	13,153	13,153
<b>Total Funding</b>	717,408	119,567	119,567	119,567	119,569	119,569	119,569

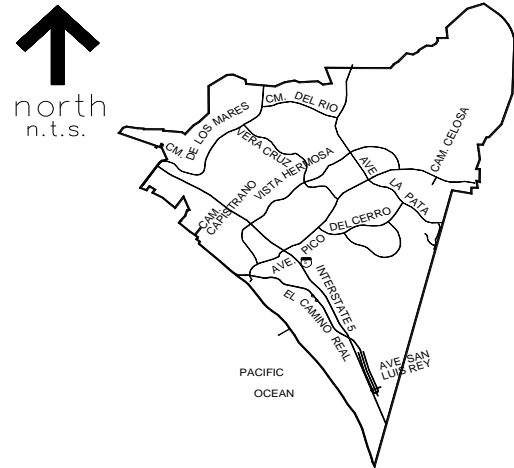
# Sidewalk Repair and Improvements

## Maintenance and Other Project - Street

### Project Description:

The Sidewalk Repair Program was established to repair deficient sidewalks and remove trip hazards throughout the City. The locations of deficient sidewalks to be repaired and or replaced are prioritized according to the extent of the vertical displacements. The program also administers a cost sharing feature with the property owners as described in Resolution 03-04.

### Project Location:



**Project Management:** Engineering Division  
**Supporting Division:** None  
**Type of Project:** Maintenance reconstruction  
**Impact on Operating Budget:** None.

**General Plan Policy #** M-2.13, M-2.26

Project Cost	Six Year						
	Total	FY 2018	FY 2019	FY 2020	FY 2021	FY 2022	FY 2023
<b>Construction Costs</b>							
Land Acquisition							
Preliminary Engineering							
Construction Costs	900,000	150,000	150,000	150,000	150,000	150,000	150,000
<b>Total Construction</b>	900,000	150,000	150,000	150,000	150,000	150,000	150,000

Operation & Maintenance Costs	Six Year						
	Total	FY 2018	FY 2019	FY 2020	FY 2021	FY 2022	FY 2023
Staff							
Operations							
Maintenance & Repair							
<b>Total O &amp; M Cost</b>							
<b>Total Project Cost</b>	900,000	150,000	150,000	150,000	150,000	150,000	150,000

Funding Source	Six Year						
	Total	FY 2018	FY 2019	FY 2020	FY 2021	FY 2022	FY 2023
General Fund	900,000	150,000	150,000	150,000	150,000	150,000	150,000
<b>Total Funding</b>	900,000	150,000	150,000	150,000	150,000	150,000	150,000

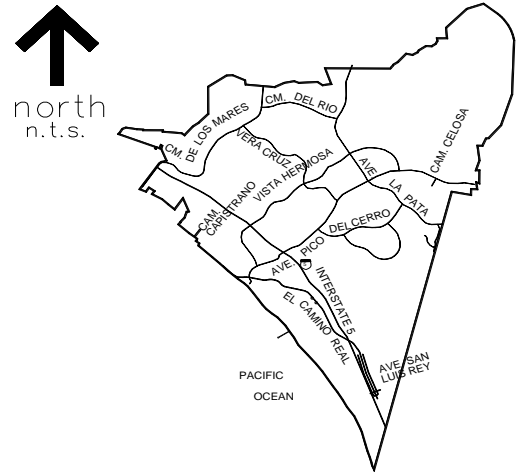
# Slurry Seal

## Maintenance and Other Project - Street

**Project Description:**

The City annually budgets to provide slurry seal to the City streets identified with the highest need, as determined by staff. The annual Slurry Seal Program extends the life of the existing City streets and delays the need for rehabilitation or reconstruction. The goal for slurry sealing public streets is a 7 to 10 year cycle as funding permits.

**Project Location:**



**Project Management:** Engineering Division  
**Supporting Division:** Utilities Division  
**Type of Project:** Rehabilitation of street pavement section  
**Impact on Operating Budget:** None

**General Plan Policy #** M-1.01

Project Cost	Six Year						
	Total	FY 2018	FY 2019	FY 2020	FY 2021	FY 2022	FY 2023
<b>Construction Costs</b>							
Land Acquisition							
Preliminary Engineering	150,000	25,000	25,000	25,000	25,000	25,000	25,000
Construction Costs	1,350,000	225,000	225,000	225,000	225,000	225,000	225,000
<b>Total Construction</b>	<b>1,500,000</b>	<b>250,000</b>	<b>250,000</b>	<b>250,000</b>	<b>250,000</b>	<b>250,000</b>	<b>250,000</b>

Operation & Maintenance Costs	Six Year						
	Total	FY 2018	FY 2019	FY 2020	FY 2021	FY 2022	FY 2023
Staff							
Operations							
Maintenance & Repair							
<b>Total O &amp; M Cost</b>							
<b>Total Project Cost</b>	<b>1,500,000</b>	<b>250,000</b>	<b>250,000</b>	<b>250,000</b>	<b>250,000</b>	<b>250,000</b>	<b>250,000</b>

Funding Source	Six Year						
	Total	FY 2018	FY 2019	FY 2020	FY 2021	FY 2022	FY 2023
General Fund	1,500,000	250,000	250,000	250,000	250,000	250,000	250,000
<b>Total Funding</b>	<b>1,500,000</b>	<b>250,000</b>	<b>250,000</b>	<b>250,000</b>	<b>250,000</b>	<b>250,000</b>	<b>250,000</b>

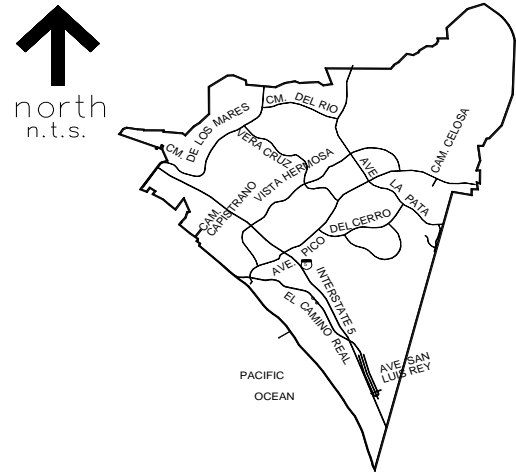
# Street Improvement Design

## Maintenance and Other Project - Street

**Project Description:**

This project is for as-needed funds to design street improvements scheduled for construction in the following fiscal year or to apply for grants for projects not yet budgeted.

**Project Location:**



**Project Management:** Engineering Division  
**Supporting Division:** None  
**Type of Project:** Design  
**Impact on Operating Budget:** None.  
  
**General Plan Policy #** M-1.20

Project Cost	Six Year						
	Total	FY 2018	FY 2019	FY 2020	FY 2021	FY 2022	FY 2023
<b>Construction Costs</b>							
Land Acquisition							
Preliminary Engineering	450,000	75,000	75,000	75,000	75,000	75,000	75,000
Construction Costs							
<b>Total Construction</b>	450,000	75,000	75,000	75,000	75,000	75,000	75,000

Operation & Maintenance Costs	Six Year						
	Total	FY 2018	FY 2019	FY 2020	FY 2021	FY 2022	FY 2023
Staff							
Operations							
Maintenance & Repair							
<b>Total O &amp; M Cost</b>							
<b>Total Project Cost</b>	450,000	75,000	75,000	75,000	75,000	75,000	75,000

Funding Source	Six Year						
	Total	FY 2018	FY 2019	FY 2020	FY 2021	FY 2022	FY 2023
Street Improv. Fund	450,000	75,000	75,000	75,000	75,000	75,000	75,000
<b>Total Funding</b>	450,000	75,000	75,000	75,000	75,000	75,000	75,000

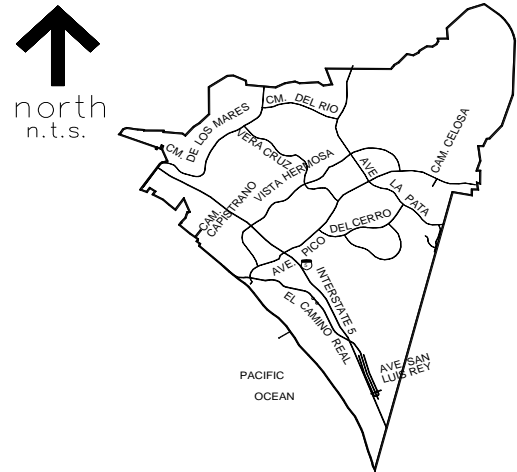
# Traffic Calming Program

## Maintenance and Other Project - Street

**Project Description:**

The Traffic Calming Program enhances safety on the streets and reduces the negative effects of motor vehicles while maintaining acceptable traffic flow. Traffic Calming measures include purchasing new equipment and installation of physical traffic improvements on City streets. Any proposed measures during the fiscal year will be presented to the City Council for approval before implementation.

**Project Location:**



**Project Management:** Engineering Division  
**Supporting Division:** None  
**Type of Project:** New Construction  
**Impact on Operating Budget:** None.

**General Plan Policy #** M-1.19

Project Cost	Six Year						
	Total	FY 2018	FY 2019	FY 2020	FY 2021	FY 2022	FY 2023
<b>Construction Costs</b>							
Land Acquisition							
Preliminary Engineering							
Construction Costs	480,000	80,000	80,000	80,000	80,000	80,000	80,000
<b>Total Construction</b>	480,000	80,000	80,000	80,000	80,000	80,000	80,000

Operation & Maintenance Costs	Six Year						
	Total	FY 2018	FY 2019	FY 2020	FY 2021	FY 2022	FY 2023
Staff							
Operations							
Maintenance & Repair							
<b>Total O &amp; M Cost</b>							
<b>Total Project Cost</b>	480,000	80,000	80,000	80,000	80,000	80,000	80,000

Funding Source	Six Year						
	Total	FY 2018	FY 2019	FY 2020	FY 2021	FY 2022	FY 2023
Air Quality Mgmt. Fund	480,000	80,000	80,000	80,000	80,000	80,000	80,000
<b>Total Funding</b>	480,000	80,000	80,000	80,000	80,000	80,000	80,000

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# Capital Improvement Program

## Water

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### Water Master Plan

The City's Water master plan was originally developed in 1982, and updated in 1994, 1999, 2001 and 2006. The master plan provides the following:

- Review of existing facilities and conditions
- Review of service delivery methods and capacity of the coordinated efforts of the regional water supply system from Municipal Water District of Orange County and Metropolitan Water District
- Determination of the existing and ultimate water systems capacity
- Determination of the cost of future facilities and improvements to existing facilities
- Operational deficiencies in the water distribution system
- Funding sources available for improvements to existing facilities and construction of new facilities

The master plan is essential to the City because most of the City's water supply is purchased from Municipal Water District of Orange County and imported through the Joint Transmission Main and Water Importation Pipeline. The City's water needs are supplemented by ground water pumped from 2 City owned wells.

Additionally, in 2006 the City completed a Water Asset Management Study that projects capital costs and funding needs over the next 20 years. The purpose of the study was to determine required funding for long term replacement and rehabilitation of the water infrastructure.

Major components of the Water system include:

- Reservoirs
- Water Distribution Lines
- Pump Stations
- Pressure Reducing Stations

### Water Fund

The following enterprise funds account for water activities and capital improvements:

- Water Operating Fund
- Water Depreciation Reserve Fund
- Water Acreage Fee Reserve Fund
- Water Other Agency Reserve Fund

### Water Improvements

The FY 2017-18 budget includes 6 capital improvement projects for a total of \$2.7 million and 6 maintenance projects in the amount of \$1.3 million.

Capital improvement projects are listed as follows:

- Blanco Pump Station Rehabilitation
- Interstate 5/Pico Interchange Water Improvements
- Recycled Water Expansion Phase II
- Reeves Pump Station
- Reservoir No. 8 Interior Coating
- Well Filter Plant Rehabilitation

Maintenance and other projects in FY 2017-18 are:

- Dead-End Water System Improvements
- JRWSS Agency Projects
- Meter Replacements
- Reservoir No. 9 Drainage Improvements
- Water System Rehabilitation
- Water System Replacement

Individual project sheets for both capital improvement projects and maintenance projects are on the following pages.

### Developer Improvements

All water related infrastructure within the Marblehead Coastal development has been constructed by the developer. Future maintenance and replacement of infrastructure in these areas will be funded from water service charges collected from new utility users.

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# Capital Improvement Program

## Water

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### **Funding Sources**

Funding for these improvements will be from the Water Fund Depreciation Reserve, the Water Acreage Fee Reserve, and the Water Other Agency Reserve. The Water Depreciation Reserve consists of funds set aside from the Water Operating Fund to pay for replacement equipment, or to rebuild existing water system infrastructure. The Water Other Agency Fund is used to set aside funds for repair and replacement of JRWSS assets. The Water Acreage Fee Reserve is supported by fees assessed on all parcels of land that are developed and connected to the water system. This assures that development driven infrastructure improvements are fully funded by the developers.

The City does not anticipate a lack of funding in the near future, but has determined the following alternatives may be used to finance projects:

- Additional issuance of debt (bond, notes, advances from other funds)
- Rate increases
- Additional acreage development fees
- Other grant funding sources
- Funding from an alternative City fund
- Reallocation of funds from existing projects

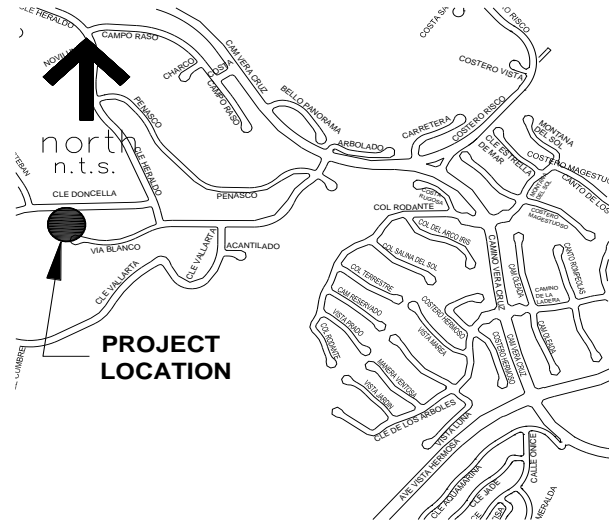
# Blanco Pump Station Rehabilitation

## Capital Project - Water

**Project Description:**

This project will rehabilitate the potable water pump station on Via Blanco that conveys water to Reservoir No. 9. The pump station is at the end of its useful life and is in need of rehabilitation. Based on the recommendations from a recent study, the pump station will be expanded to provide greater pumping capacity. The increased capacity will improve system performance based on the loss of a critical easement line. Design work is being completed with construction planned in FY 2018.

**Project Location:**



**Project Management:** Engineering Division  
**Supporting Division:** Utilities Division  
**Type of Project:** Replacement and rehabilitation of existing utilities  
**Impact on Operating Budget:** None

**General Plan Policy #** PSFU-5.05

Project Cost	Six Year						
	Total	FY 2018	FY 2019	FY 2020	FY 2021	FY 2022	FY 2023
<b>Construction Costs</b>							
Land Acquisition							
Preliminary Engineering							
Construction Costs	1,600,000	1,600,000					
<b>Total Construction</b>	<b>1,600,000</b>	<b>1,600,000</b>					

Operation & Maintenance Costs	Six Year						
	Total	FY 2018	FY 2019	FY 2020	FY 2021	FY 2022	FY 2023
Staff							
Operations							
Maintenance & Repair							
<b>Total O &amp; M Cost</b>							
<b>Total Project Cost</b>	<b>1,600,000</b>	<b>1,600,000</b>					

Funding Source	Six Year						
	Total	FY 2018	FY 2019	FY 2020	FY 2021	FY 2022	FY 2023
Water Deprec. Reserve	1,600,000	1,600,000					
<b>Total Funding</b>	<b>1,600,000</b>	<b>1,600,000</b>					



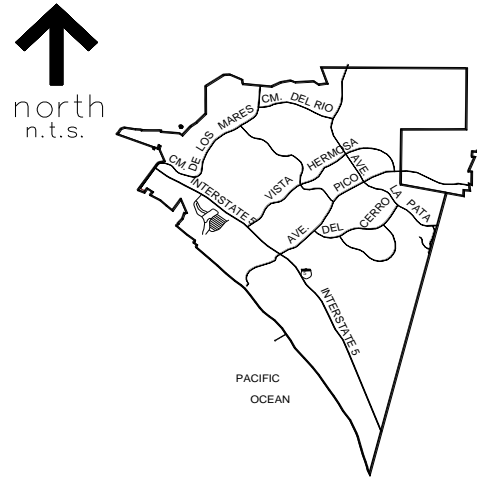
# Interstate 5/Pico Interchange Water Improvements

## Capital Project - Water

**Project Description:**

Caltrans will be constructing a new interchange at the I/5 and Avenida Pico intersection. This project will relocate fire hydrants, water meters, and other services to accommodate the interchange expansion. Project expenses will be reimbursed by Orange County Transportation Authority. Additional funding is being recommended due to the high construction cost of 3-inch water meters.

**Project Location:**



**Project Management:** Engineering Division  
**Supporting Division:** Utilities Division  
**Type of Project:** Replacement and rehabilitation of existing utilities  
**Impact on Operating Budget:** None

**General Plan Policy #** PSFU-5.05

Project Cost	Six Year						
	Total	FY 2018	FY 2019	FY 2020	FY 2021	FY 2022	FY 2023
<b>Construction Costs</b>							
Land Acquisition							
Preliminary Engineering							
Construction Costs	150,000	150,000					
<b>Total Construction</b>	150,000	150,000					

Operation & Maintenance Costs	Six Year						
	Total	FY 2018	FY 2019	FY 2020	FY 2021	FY 2022	FY 2023
Staff							
Operations							
Maintenance & Repair							
<b>Total O &amp; M Cost</b>							
<b>Total Project Cost</b>	150,000	150,000					

Funding Source	Six Year						
	Total	FY 2018	FY 2019	FY 2020	FY 2021	FY 2022	FY 2023
Water Deprec. Reserve	150,000	150,000					
<b>Total Funding</b>	150,000	150,000					

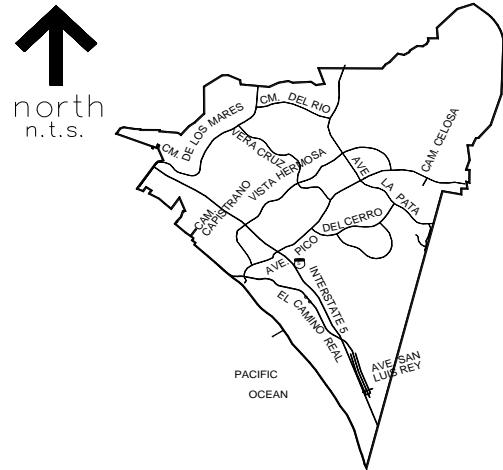
# Recycled Water Expansion Phase II

## Capital Project - Water

**Project Description:**

The City recently completed a \$25.1 million dollar expansion of its recycled water system and the majority of customers have connected to the recycled water system. Recycled water provides a new source of supply and reduces the City's reliability on imported water from Metropolitan Water District. There is potential to expand the existing system, an analysis is being conducted to determine if a Phase II Expansion is viable. Funding for FY 2018 is for design and permitting, with the assumption there is additional capacity within the system.

**Project Location:**



**Project Management:** Engineering Division  
**Supporting Division:** Utilities Division  
**Type of Project:** Replacement and new construction  
**Impact on Operating Budget:** None

**General Plan Policy #** PSFU-5.05, PSFU 5.09

Project Cost	Six Year						FY 2023
	Total	FY 2018	FY 2019	FY 2020	FY 2021	FY 2022	
<b>Construction Costs</b>							
Land Acquisition							
Preliminary Engineering	200,000	200,000					
Construction Costs							
<b>Total Construction</b>	200,000	200,000					

Operation & Maintenance Costs	Six Year						FY 2023
	Total	FY 2018	FY 2019	FY 2020	FY 2021	FY 2022	
Staff							
Operations							
Maintenance & Repair							
<b>Total O &amp; M Cost</b>							
<b>Total Project Cost</b>	200,000	200,000					

Funding Source	Six Year						FY 2023
	Total	FY 2018	FY 2019	FY 2020	FY 2021	FY 2022	
Water Penalty Reserve	200,000	200,000					
<b>Total Funding</b>	200,000	200,000					

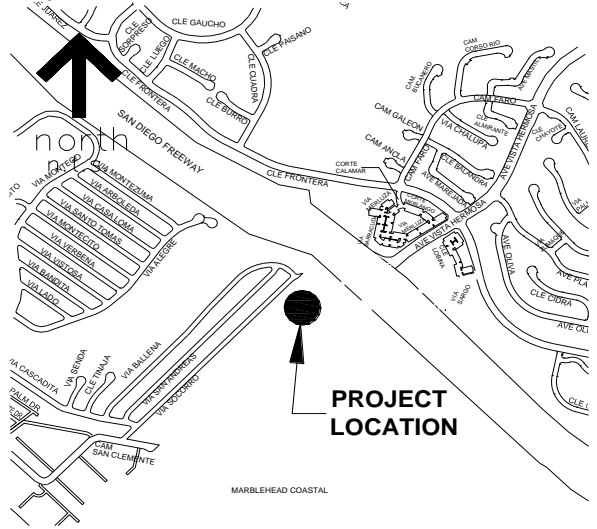
# Reeves Pump Station

## Capital Project - Water

**Project Description:**

Construction of Reeves Pump Station was recommended in the Water Master Plan to supply potable water from the Local Transmission Main to Forster Ranch and Marblehead areas. This project is needed due to hydraulic restrictions within the existing system under peak demands. The proposed pump station will convey water to Reservoir 7 when it cannot be served via the Frontera Turnout. The project construction was budgeted for \$1.7M and placed on hold due to the bankruptcy of Marblehead Coastal. Based on a revised engineering estimate, \$200,000 is needed to fund project construction.

**Project Location:**



**Project Management:** Engineering Division  
**Supporting Division:** Utilities Division  
**Type of Project:** New Equipment  
**Impact on Operating Budget:** None

**General Plan Policy #** PSFU-5.05

Project Cost	Six Year						
	Total	FY 2018	FY 2019	FY 2020	FY 2021	FY 2022	FY 2023
<b>Construction Costs</b>							
Land Acquisition							
Preliminary Engineering							
Construction Costs	200,000	200,000					
<b>Total Construction</b>	200,000	200,000					

Operation & Maintenance Costs	Six Year						
	Total	FY 2018	FY 2019	FY 2020	FY 2021	FY 2022	FY 2023
Staff							
Operations							
Maintenance & Repair							
<b>Total O &amp; M Cost</b>							
<b>Total Project Cost</b>	200,000	200,000					

Funding Source	Six Year						
	Total	FY 2018	FY 2019	FY 2020	FY 2021	FY 2022	FY 2023
Water Acreage Fee Res.	200,000	200,000					
<b>Total Funding</b>	200,000	200,000					



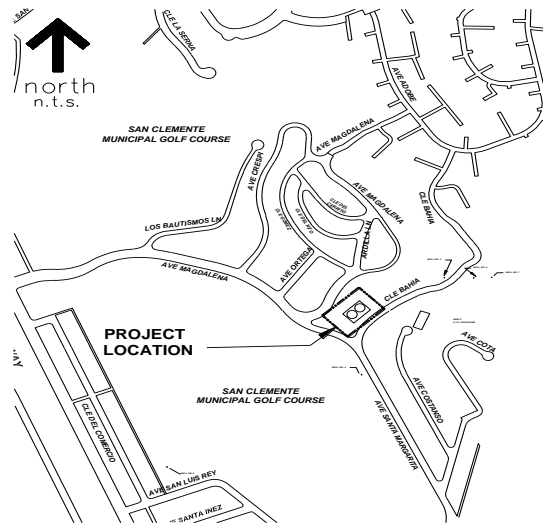
# Well Filter Plant Rehabilitation

## Capital Project - Water

**Project Description:**

The City's Well Filter Plant treats well water from Well Number's 6 and 8 for iron and manganese prior to distribution into the domestic water system. The facilities are approximately 40 years old and are at the end of their useful life. The first phase of the project is to evaluate the potential replacement of the building and capacity of the filters. Additional funding is needed for improvements to the scrubber and chemical system to comply with regulatory requirements.

**Project Location:**



**Project Management:** Engineering Division  
**Supporting Division:** Utilities Division  
**Type of Project:** New Equipment  
**Impact on Operating Budget:** None

**General Plan Policy #** PSFU-5.05

Project Cost	Six Year						
	Total	FY 2018	FY 2019	FY 2020	FY 2021	FY 2022	FY 2023
<b>Construction Costs</b>							
Land Acquisition							
Preliminary Engineering							
Construction Costs	250,000	250,000					
<b>Total Construction</b>	250,000	250,000					

Operation & Maintenance Costs	Six Year						
	Total	FY 2018	FY 2019	FY 2020	FY 2021	FY 2022	FY 2023
Staff							
Operations							
Maintenance & Repair							
<b>Total O &amp; M Cost</b>							
<b>Total Project Cost</b>	250,000	250,000					

Funding Source	Six Year						
	Total	FY 2018	FY 2019	FY 2020	FY 2021	FY 2022	FY 2023
Water Deprec. Reserve	250,000	250,000					
<b>Total Funding</b>	250,000	250,000					

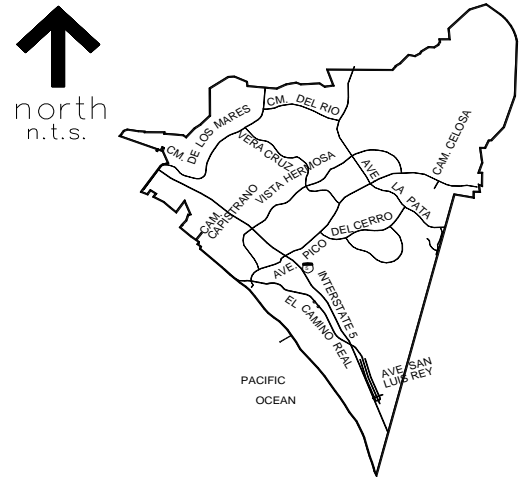
# Dead-End Water System Improvements

## Maintenance and Other Project - Water

### Project Description:

There are several locations throughout the City where potable water mains "dead-end," and subsequently, the water at the end of the pipe does not have the ability to cycle through the potable water distribution system. By installing a fire hydrant or blow-off at the pipe terminus, operators will be able to flush the stagnated water out of the system. This will allow the Utilities Division to more effectively maintain water quality throughout the potable water system.

### Project Location:



**Project Management:** Engineering Division  
**Supporting Division:** Utilities Division  
**Type of Project:** Replacement and new construction  
**Impact on Operating Budget:** None

**General Plan Policy #** PSFU-5.05

Project Cost	Six Year						
	Total	FY 2018	FY 2019	FY 2020	FY 2021	FY 2022	FY 2023
<b>Construction Costs</b>							
Land Acquisition							
Preliminary Engineering							
Construction Costs	150,000	50,000		50,000		50,000	
<b>Total Construction</b>	150,000	50,000		50,000		50,000	

Operation & Maintenance Costs	Six Year						
	Total	FY 2018	FY 2019	FY 2020	FY 2021	FY 2022	FY 2023
Staff							
Operations							
Maintenance & Repair							
<b>Total O &amp; M Cost</b>							
<b>Total Project Cost</b>	150,000	50,000		50,000		50,000	

Funding Source	Six Year						
	Total	FY 2018	FY 2019	FY 2020	FY 2021	FY 2022	FY 2023
Water Deprec. Reserve	150,000	50,000		50,000		50,000	
<b>Total Funding</b>	150,000	50,000		50,000		50,000	

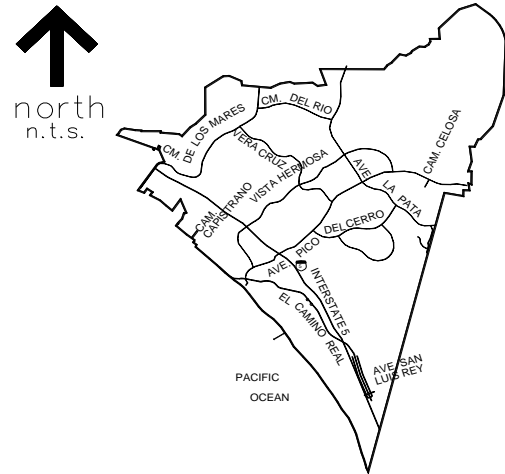
# JRWSS Agency Projects

## Maintenance and Other Project - Water

**Project Description:**

The City, along with other member agencies of the Joint Regional Water Supply System (JRWSS), are funding capital projects for shared assets as required in the operating agreements for the importation pipelines known as the Joint and Local Transmission Mains along with two regional reservoirs.

**Project Location:**



**Project Management:** Engineering Division  
**Supporting Division:** Utilities Division  
**Type of Project:** Replacement and new construction  
**Impact on Operating Budget:** None

**General Plan Policy #** PSFU-5.05

Project Cost	Six Year						
	Total	FY 2018	FY 2019	FY 2020	FY 2021	FY 2022	FY 2023
<b>Construction Costs</b>							
Land Acquisition							
Preliminary Engineering							
Construction Costs	2,056,000	500,000	250,000	100,000	506,000	500,000	200,000
<b>Total Construction</b>	<b>2,056,000</b>	<b>500,000</b>	<b>250,000</b>	<b>100,000</b>	<b>506,000</b>	<b>500,000</b>	<b>200,000</b>

Operation & Maintenance Costs	Six Year						
	Total	FY 2018	FY 2019	FY 2020	FY 2021	FY 2022	FY 2023
Staff							
Operations							
Maintenance & Repair							
<b>Total O &amp; M Cost</b>							
<b>Total Project Cost</b>	<b>2,056,000</b>	<b>500,000</b>	<b>250,000</b>	<b>100,000</b>	<b>506,000</b>	<b>500,000</b>	<b>200,000</b>

Funding Source	Six Year						
	Total	FY 2018	FY 2019	FY 2020	FY 2021	FY 2022	FY 2023
Water Other Agency	2,056,000	500,000	250,000	100,000	506,000	500,000	200,000
<b>Total Funding</b>	<b>2,056,000</b>	<b>500,000</b>	<b>250,000</b>	<b>100,000</b>	<b>506,000</b>	<b>500,000</b>	<b>200,000</b>

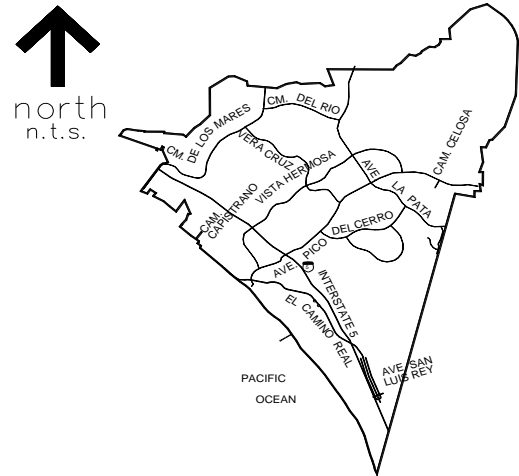
# Meter Replacements

## Maintenance and Other Project - Water

**Project Description:**

The City maintains approximately 17,200 water meters within its service area. To keep the City's accounting of water use accurate, meters are replaced on a periodic basis or at the end of their useful life. The majority of the current funding is to replace meters that have become either stuck, broken or have developed cracked lenses.

**Project Location:**



**Project Management:** Engineering Division  
**Supporting Division:** Utilities Division  
**Type of Project:** Replacement and new construction  
**Impact on Operating Budget:** None

**General Plan Policy #** PSFU-5.05

Project Cost	Six Year						
	Total	FY 2018	FY 2019	FY 2020	FY 2021	FY 2022	FY 2023
<b>Construction Costs</b>							
Land Acquisition							
Preliminary Engineering							
Construction Costs	1,200,000	100,000	100,000	100,000	300,000	300,000	300,000
<b>Total Construction</b>	<b>1,200,000</b>	<b>100,000</b>	<b>100,000</b>	<b>100,000</b>	<b>300,000</b>	<b>300,000</b>	<b>300,000</b>

Operation & Maintenance Costs	Six Year						
	Total	FY 2018	FY 2019	FY 2020	FY 2021	FY 2022	FY 2023
Staff							
Operations							
Maintenance & Repair							
<b>Total O &amp; M Cost</b>							
<b>Total Project Cost</b>	<b>1,200,000</b>	<b>100,000</b>	<b>100,000</b>	<b>100,000</b>	<b>300,000</b>	<b>300,000</b>	<b>300,000</b>

Funding Source	Six Year						
	Total	FY 2018	FY 2019	FY 2020	FY 2021	FY 2022	FY 2023
Water Deprec. Reserve	1,500,000	75,000	75,000	75,000	225,000	225,000	225,000
Sewer Deprec. Reserve	300,000	25,000	25,000	25,000	75,000	75,000	75,000
<b>Total Funding</b>	<b>1,800,000</b>	<b>100,000</b>	<b>100,000</b>	<b>100,000</b>	<b>300,000</b>	<b>300,000</b>	<b>300,000</b>





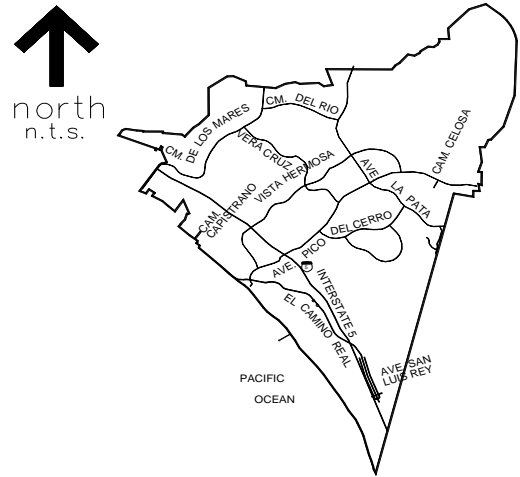
# Water System Rehabilitation

## Maintenance and Other Project - Water

**Project Description:**

Existing water distribution systems valves, services, main lines, pumps and electrical equipment will be replaced as part of annual maintenance or on an as-needed basis. Funding will provide approximately \$200,000 for scheduled preventative maintenance and \$100,000 for unscheduled emergency maintenance.

**Project Location:**



**Project Management:** Engineering Division  
**Supporting Division:** Utilities Division  
**Type of Project:** Replacement and rehabilitation of existing utilities  
**Impact on Operating Budget:** None

**General Plan Policy #** PSFU-5.05

Project Cost	Six Year						
	Total	FY 2018	FY 2019	FY 2020	FY 2021	FY 2022	FY 2023
<b>Construction Costs</b>							
Land Acquisition							
Preliminary Engineering							
Construction Costs	1,800,000	300,000	300,000	300,000	300,000	300,000	300,000
<b>Total Construction</b>	<b>1,800,000</b>	<b>300,000</b>	<b>300,000</b>	<b>300,000</b>	<b>300,000</b>	<b>300,000</b>	<b>300,000</b>

Operation & Maintenance Costs	Six Year						
	Total	FY 2018	FY 2019	FY 2020	FY 2021	FY 2022	FY 2023
Staff							
Operations							
Maintenance & Repair							
<b>Total O &amp; M Cost</b>							
<b>Total Project Cost</b>	<b>1,800,000</b>	<b>300,000</b>	<b>300,000</b>	<b>300,000</b>	<b>300,000</b>	<b>300,000</b>	<b>300,000</b>

Funding Source	Six Year						
	Total	FY 2018	FY 2019	FY 2020	FY 2021	FY 2022	FY 2023
Water Deprec. Reserve	1,800,000	300,000	300,000	300,000	300,000	300,000	300,000
<b>Total Funding</b>	<b>1,800,000</b>	<b>300,000</b>	<b>300,000</b>	<b>300,000</b>	<b>300,000</b>	<b>300,000</b>	<b>300,000</b>

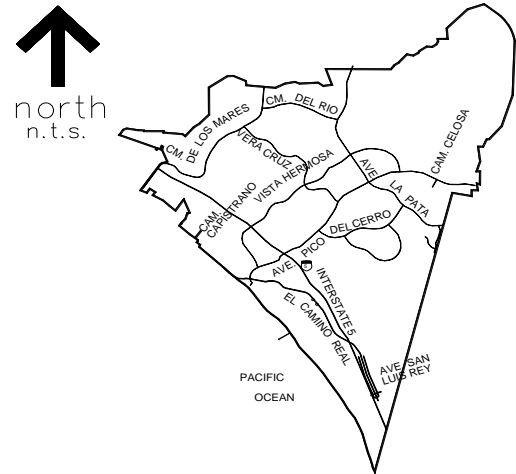
# Water System Replacement

## Maintenance and Other Project - Water

**Project Description:**

Water lines, fire hydrants and water services will be rehabilitated in conjunction with the Street Improvement Program. City Utilities staff will determine the locations through leak detection equipment, visual inspection and potholing prior to the design of street replacement overlay. Coordinating water replacement prior to street paving will minimize the need for water related construction in a recently paved street.

**Project Location:**



**Project Management:** Engineering Division  
**Supporting Division:** Utilities Division  
**Type of Project:** Maintenance reconstruction  
**Impact on Operating Budget:** None

**General Plan Policy #** PSFU-5.05

Project Cost	Six Year						
	Total	FY 2018	FY 2019	FY 2020	FY 2021	FY 2022	FY 2023
<b>Construction Costs</b>							
Land Acquisition							
Preliminary Engineering							
Construction Costs	600,000	100,000	100,000	100,000	100,000	100,000	100,000
<b>Total Construction</b>	600,000	100,000	100,000	100,000	100,000	100,000	100,000

Operation & Maintenance Costs	Six Year						
	Total	FY 2018	FY 2019	FY 2020	FY 2021	FY 2022	FY 2023
Staff							
Operations							
Maintenance & Repair							
<b>Total O &amp; M Cost</b>							
<b>Total Project Cost</b>	600,000	100,000	100,000	100,000	100,000	100,000	100,000

Funding Source	Six Year						
	Total	FY 2018	FY 2019	FY 2020	FY 2021	FY 2022	FY 2023
Water Deprec. Reserve	600,000	100,000	100,000	100,000	100,000	100,000	100,000
<b>Total Funding</b>	600,000	100,000	100,000	100,000	100,000	100,000	100,000

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# Capital Improvement Program

## Facilities and Other Improvements

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### City Facilities Master Plan

In 2000, the City developed a master plan for City Facilities. The plan was designed to address the City's needs for new City Facilities in relationship to the estimated construction costs and available funding sources.

### Facilities and Other Improvement Funds

The following funds account for City facilities and other capital improvements:

- General Fund
- Public Facilities Construction Fee Fund
- Developers Improvement Fund
- Reserve Fund – Capital Equipment, Facilities Maintenance, and Park Asset Replacement
- Fleet Maintenance Reserve Fund

### Other Facility Improvements

The FY 2017-18 budget includes 8 capital improvement projects for a total of \$3.1 million and 2 maintenance projects in the amount of \$750,000.

Capital improvement projects are listed below:

- 800 MHz Backbone Equipment
- 800 MHz Next Generation Radio Equipment
- 910 Negocio Remodel - Temporary City Hall Relocation
- Boys & Girls Club Basketball Courts Light Replacements
- City Hall Feasibility & Geotechnical Study
- Marine Safety Building Structural Repair and Upgrades
- Pier Structural Construction
- Pier Understory Bird Deterrent

Maintenance and other projects in FY 2017-18 are:

- Beach Trail Steel Bridges Maintenance
- Maintenance Services Rehabilitation

Individual project sheets for both capital improvement projects and maintenance projects are on the following pages.

### Funding Sources

Facility and Other Improvement capital projects are primarily funded through multiple funding sources,

including transfers from the General fund, the Reserve funds, and grants.

The City does not anticipate a lack of funding in the near future, but has determined the following alternatives may be used to finance projects:

- Issuance of debt (bond, notes, advances from other funds)
- Charges to departments to fund additional reserves
- Other grant funding sources
- Reallocation of funds from existing projects

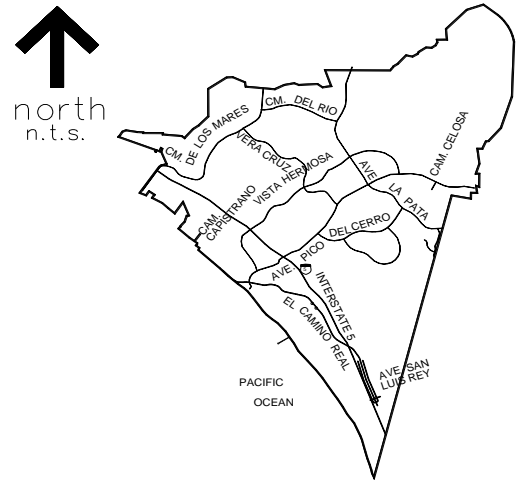
# 800 MHz Backbone Equipment

## Capital Project - Facilities and Other Improvement

**Project Description:**

The Orange County Sheriff's Department (OCSD) operates the 800 MHz Countywide Coordinated Communications System (CCCS), which provides public safety radio communications services throughout Orange County. The System's infrastructure was placed into service in 1996 and is now in need of replacement. The total replacement consists of infrastructure (backbone) costs (\$265,000) and replacement of all City radio equipment (\$750,000). \$25,000 was budgeted for the Backbone project in FY 2015. This project represents the remaining backbone portion of the project per funding schedules provided by OCSD.

**Project Location:**



**Project Management:** Information Technology  
**Supporting Division:** None  
**Type of Project:** New Equipment  
**Impact on Operating Budget:** None

**General Plan Policy #** S-7.01

Project Cost	Six Year						
	Total	FY 2018	FY 2019	FY 2020	FY 2021	FY 2022	FY 2023
<b>Construction Costs</b>							
Land Acquisition							
Preliminary Engineering							
Construction Costs	150,000	150,000					
<b>Total Construction</b>	150,000	150,000					

Operation & Maintenance Costs	Six Year						
	Total	FY 2018	FY 2019	FY 2020	FY 2021	FY 2022	FY 2023
Staff							
Operations							
Maintenance & Repair							
<b>Total O &amp; M Cost</b>							
<b>Total Project Cost</b>	150,000	150,000					

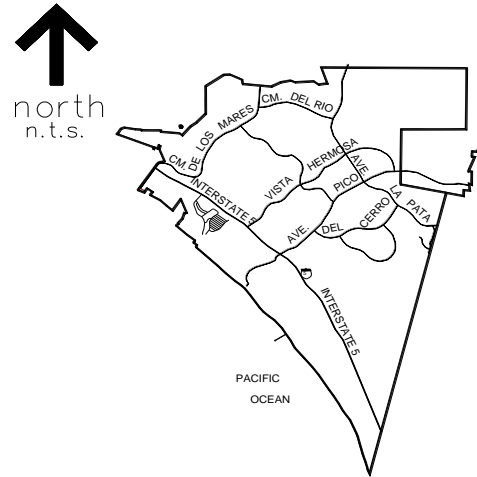
Funding Source	Six Year						
	Total	FY 2018	FY 2019	FY 2020	FY 2021	FY 2022	FY 2023
Public Facility Fund	150,000	150,000					
<b>Total Funding</b>	150,000	150,000					

# 800 MHz Radio Equipment Capital Project - Facilities and Other Improvement

**Project Description:**

The Orange County Sheriff's Department (OCSD) operates the 800 MHz Countywide Coordinated Communications System (CCCS) which provides public safety radio communications services throughout Orange County. The CCCS' infrastructure was placed into service in 1996 and is now in need of replacement. The total replacement consists of infrastructure (backbone) and replacement of all City radio equipment. The radio equipment portion of the project is being funded over two years. In FY 2017, \$250,000 was budgeted for the project.

**Project Location:**



**Project Management:** Information Technology Division  
**Supporting Division:** None  
**Type of Project:** New Equipment  
**Impact on Operating Budget:** None.  
  
**General Plan Policy #** S-7.01

Project Cost	Six Year						
	Total	FY 2018	FY 2019	FY 2020	FY 2021	FY 2022	FY 2023
<b>Construction Costs</b>							
Land Acquisition							
Preliminary Engineering							
Construction Costs	250,000	250,000					
<b>Total Construction</b>	250,000	250,000					

Operation & Maintenance Costs	Six Year						
	Total	FY 2018	FY 2019	FY 2020	FY 2021	FY 2022	FY 2023
Staff							
Operations							
Maintenance & Repair							
<b>Total O &amp; M Cost</b>							
<b>Total Project Cost</b>	250,000	250,000					

Funding Source	Six Year						
	Total	FY 2018	FY 2019	FY 2020	FY 2021	FY 2022	FY 2023
General Fund	250,000	250,000					
<b>Total Funding</b>	250,000	250,000					

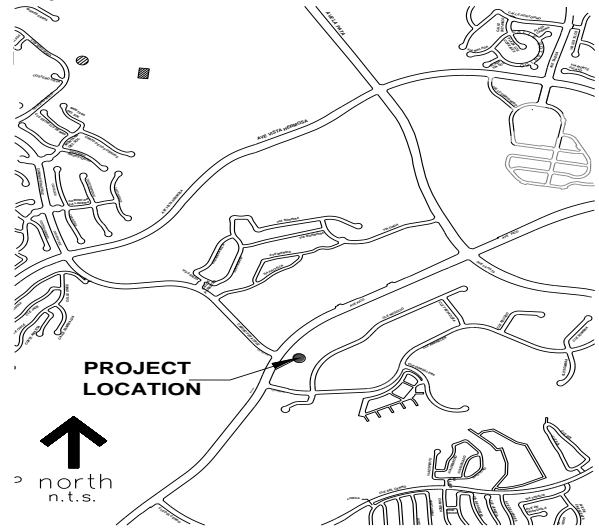
# 910 Negocio Remodel - Temporary City Hall Relocation

## Capital Project - Facilities and Other Improvement

**Project Description:**

The City Hall building requires significant building system improvements to maintain an adequate level of service. The scope of these renovations would require that staff be relocated for the duration of the project. This project is to renovate the City's existing facility at 910 Calle Negocio to support the temporary relocation of City Hall staff. This work would need to be completed prior to any work being initiated at City Hall.

**Project Location:**



**Project Management:** Engineering Division  
**Supporting Division:** None  
**Type of Project:** Rehabilitation  
**Impact on Operating Budget:** None

**General Plan Policy #** UD-4.01, UD-4.02, S-7.01

Project Cost	Six Year						
	Total	FY 2018	FY 2019	FY 2020	FY 2021	FY 2022	FY 2023
<b>Construction Costs</b>							
Land Acquisition							
Preliminary Engineering	200,000	200,000					
Construction Costs	800,000	300,000	500,000				
<b>Total Construction</b>	<b>1,000,000</b>	<b>500,000</b>	<b>500,000</b>				

Operation & Maintenance Costs	Six Year						
	Total	FY 2018	FY 2019	FY 2020	FY 2021	FY 2022	FY 2023
Staff							
Operations							
Maintenance & Repair							
<b>Total O &amp; M Cost</b>							
<b>Total Project Cost</b>	<b>1,000,000</b>	<b>500,000</b>	<b>500,000</b>				

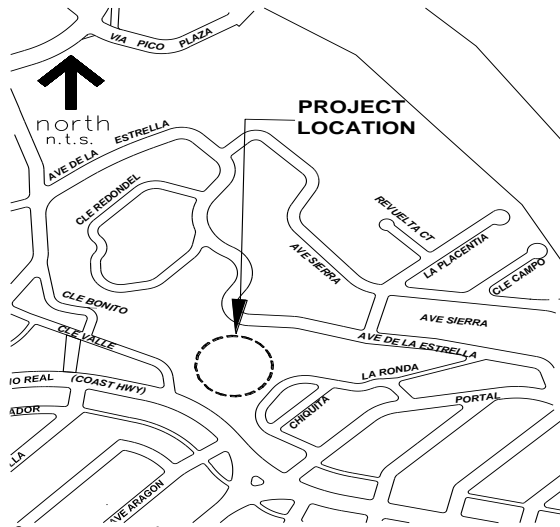
Funding Source	Six Year						
	Total	FY 2018	FY 2019	FY 2020	FY 2021	FY 2022	FY 2023
General Fund	500,000	250,000	250,000				
Civic Center Fund	500,000	250,000	250,000				
<b>Total Funding</b>	<b>1,000,000</b>	<b>500,000</b>	<b>500,000</b>				

# Boys & Girls Club Basketball Court Light Replacement Capital Project - Facilities and Other Improvement

**Project Description:**

This project will replace deteriorated light poles and lights at the Boys and Girls Club basketball courts. New poles and "warm white" LED court lighting will be installed.

**Project Location:**



**Project Management:** Maintenance Division  
**Supporting Division:** None  
**Type of Project:** Replacement and rehabilitation of existing utilities  
**Impact on Operating Budget:** None

**General Plan Policy #** BPR-1.05, BPR-2.03

Project Cost	Six Year						
	Total	FY 2018	FY 2019	FY 2020	FY 2021	FY 2022	FY 2023
<b>Construction Costs</b>							
Land Acquisition							
Preliminary Engineering							
Construction Costs	25,000	25,000					
<b>Total Construction</b>	25,000	25,000					

Operation & Maintenance Costs	Six Year						
	Total	FY 2018	FY 2019	FY 2020	FY 2021	FY 2022	FY 2023
Staff							
Operations							
Maintenance & Repair							
<b>Total O &amp; M Cost</b>							
<b>Total Project Cost</b>	25,000	25,000					

Funding Source	Six Year						
	Total	FY 2018	FY 2019	FY 2020	FY 2021	FY 2022	FY 2023
Facilities Maint. Reserve	25,000	25,000					
<b>Total Funding</b>	25,000	25,000					



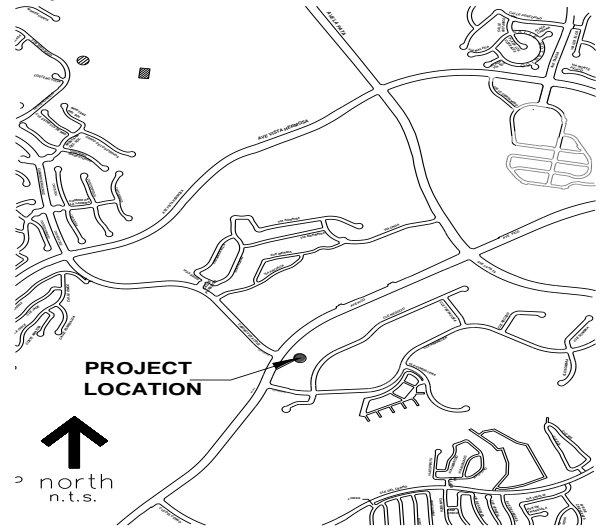
# City Hall Feasibility & Geotechnical Study

## Capital Project - Facilities and Other Improvement

**Project Description:**

The existing City Hall structure was occupied in 1960 and portions of the structure have been remodeled over the years. Based upon recommendations from the most recent study of the building, nearly all systems in the building are in need improvements/replacement. Additionally the study noted that significant structural upgrades are needed based upon the building being occupied by OCSD. This project is to initiate preliminary engineering for the site in FY 2018 with construction anticipated in FY 2020 to address these deficiencies.

**Project Location:**



**Project Management:** Engineering Division  
**Supporting Division:** None  
**Type of Project:** Replacement and new construction  
**Impact on Operating Budget:** None

**General Plan Policy #** UD-4.01, UD-4.02, S-7.01

Project Cost	Six Year						
	Total	FY 2018	FY 2019	FY 2020	FY 2021	FY 2022	FY 2023
<b>Construction Costs</b>							
Land Acquisition							
Preliminary Engineering	300,000	300,000					
Construction Costs	5,000,000			5,000,000			
<b>Total Construction</b>	<b>5,300,000</b>	<b>300,000</b>		<b>5,000,000</b>			

Operation & Maintenance Costs	Six Year						
	Total	FY 2018	FY 2019	FY 2020	FY 2021	FY 2022	FY 2023
Staff							
Operations							
Maintenance & Repair							
<b>Total O &amp; M Cost</b>							
<b>Total Project Cost</b>	<b>5,300,000</b>	<b>300,000</b>		<b>5,000,000</b>			

Funding Source	Six Year						
	Total	FY 2018	FY 2019	FY 2020	FY 2021	FY 2022	FY 2023
General Fund	2,650,000	150,000		2,500,000			
Civic Center Fund	2,650,000	150,000		2,500,000			
<b>Total Funding</b>	<b>5,300,000</b>	<b>300,000</b>		<b>5,000,000</b>			

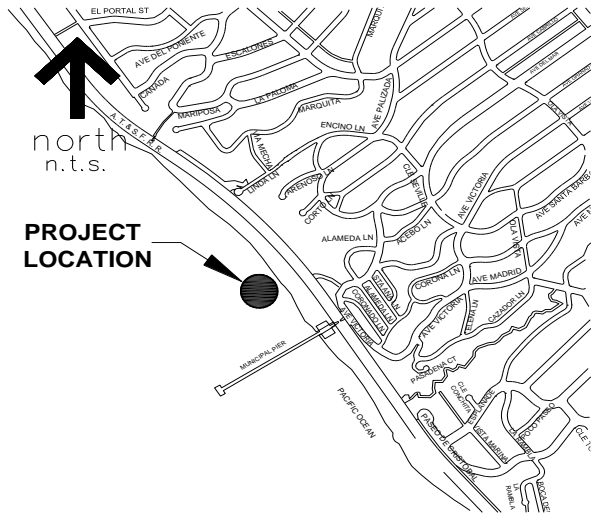
# Marine Safety Building Structural Repair and Upgrades

## Capital Project - Facilities and Other Improvement

**Project Description:**

The Marine Safety Headquarters exterior surfaces have deteriorated and are in need of rehabilitation. The Marine Safety Headquarters serves two million visitors to the City Beaches per year and is vital to the quality of life of both residents and visitors alike. An assessment was completed to determine improvement needed to extend the life of the structure by approximately 10 years. The project involves improving beams, piling, decking, siding and installing a new sheet pile wall to protect the building and foundation from wave activity.

**Project Location:**



**Project Management:** Engineering Division  
**Supporting Division:** Maintenance Division  
**Type of Project:** Rehabilitation  
**Impact on Operating Budget:** None

**General Plan Policy #** UD-4.01, UD-4.02, S-7.01

Project Cost	Six Year						
	Total	FY 2018	FY 2019	FY 2020	FY 2021	FY 2022	FY 2023
<b>Construction Costs</b>							
Land Acquisition							
Preliminary Engineering							
Construction Costs	900,000	900,000					
<b>Total Construction</b>	900,000	900,000					

Operation & Maintenance Costs	Six Year						
	Total	FY 2018	FY 2019	FY 2020	FY 2021	FY 2022	FY 2023
Staff							
Operations							
Maintenance & Repair							
<b>Total O &amp; M Cost</b>							
<b>Total Project Cost</b>	900,000	900,000					

Funding Source	Six Year						
	Total	FY 2018	FY 2019	FY 2020	FY 2021	FY 2022	FY 2023
Facility Maintenance Reserve	450,000	450,000					
Public Safety Fund	450,000	450,000					
<b>Total Funding</b>	900,000	900,000					

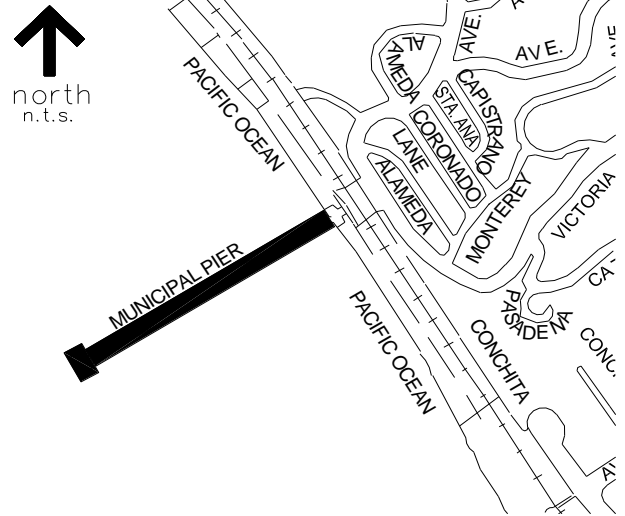
# Pier Structural Construction

## Capital Project - Facilities and Other Improvement

**Project Description:**

Due to the harsh marine environment, the Pier requires continuous assessment, maintenance and rehabilitation. The last major project was completed in 2011. Originally \$1,200,000 was budgeted for this project in previous fiscal years. However, based on a recently completed assessment report and a more detailed cost estimate, it was determined that additional funding is needed to construct the improvements. The work is anticipated to commence in Fall 2017 after the peak summer season.

**Project Location:**



**Project Management:** Engineering Division  
**Supporting Division:** None  
**Type of Project:** Rehabilitation  
**Impact on Operating Budget:** None.

**General Plan Policy #** BPR-3.03

Project Cost	Six Year						
	Total	FY 2018	FY 2019	FY 2020	FY 2021	FY 2022	FY 2023
<b>Construction Costs</b>							
Land Acquisition							
Preliminary Engineering							
Construction Costs	925,000	600,000		25,000			300,000
<b>Total Construction</b>	925,000	600,000		25,000			300,000

Operation & Maintenance Costs	Six Year						
	Total	FY 2018	FY 2019	FY 2020	FY 2021	FY 2022	FY 2023
Staff							
Operations							
Maintenance & Repair							
<b>Total O &amp; M Cost</b>							
<b>Total Project Cost</b>	925,000	600,000		25,000			300,000

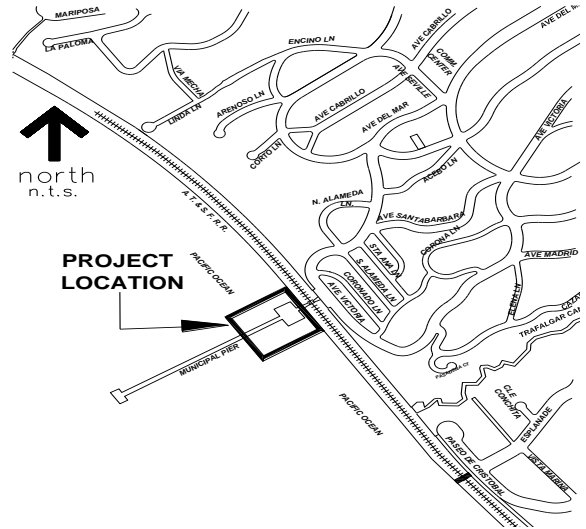
Funding Source	Six Year						
	Total	FY 2018	FY 2019	FY 2020	FY 2021	FY 2022	FY 2023
General Fund	925,000	600,000		25,000			300,000
<b>Total Funding</b>	925,000	600,000		25,000			300,000

# Pier Understory Bird Deterrent Capital Project - Facilities and Other Improvement

**Project Description:**

This project will install a bird deterrent barrier in the understory area of the pier from the base of the pier to the zero tower. The work includes manual removal of birds from the understory on multiple visits prior to barrier installation.

**Project Location:**



**Project Management:** Engineering Division  
**Supporting Division:** Maintenance Division  
**Type of Project:** New Equipment  
**Impact on Operating Budget:** Will require inspection and maintenance in future operating budgets.

**General Plan Policy #** BPR-3.03

Project Cost	Six Year						
	Total	FY 2018	FY 2019	FY 2020	FY 2021	FY 2022	FY 2023
<b>Construction Costs</b>							
Land Acquisition							
Preliminary Engineering	25,000	25,000					
Construction Costs	350,000	350,000					
<b>Total Construction</b>	<b>375,000</b>	<b>375,000</b>					

Operation & Maintenance Costs	Six Year						
	Total	FY 2018	FY 2019	FY 2020	FY 2021	FY 2022	FY 2023
Staff Operations							
Maintenance & Repair	125,000		25,000	25,000	25,000	25,000	25,000
<b>Total O &amp; M Cost</b>	<b>125,000</b>		<b>25,000</b>	<b>25,000</b>	<b>25,000</b>	<b>25,000</b>	<b>25,000</b>
<b>Total Project Cost</b>	<b>500,000</b>	<b>375,000</b>	<b>25,000</b>	<b>25,000</b>	<b>25,000</b>	<b>25,000</b>	<b>25,000</b>

Funding Source	Six Year						
	Total	FY 2018	FY 2019	FY 2020	FY 2021	FY 2022	FY 2023
Clean Ocean Fund	500,000	375,000	25,000	25,000	25,000	25,000	25,000
<b>Total Funding</b>	<b>500,000</b>	<b>375,000</b>	<b>25,000</b>	<b>25,000</b>	<b>25,000</b>	<b>25,000</b>	<b>25,000</b>

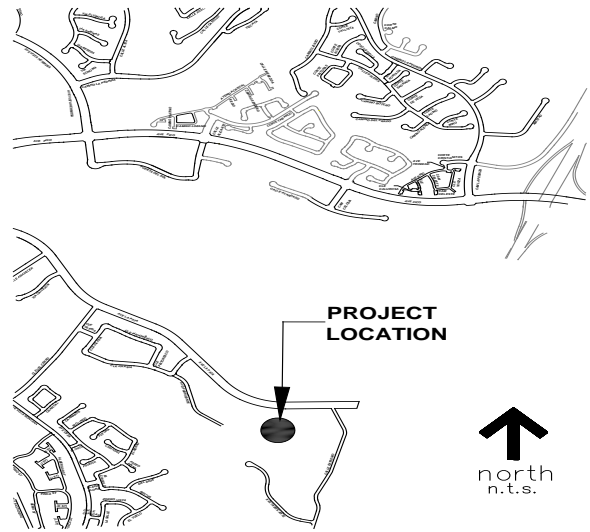
# Ralph's Skate Park Lighting

## Capital Project - Facilities and Other Improvement

**Project Description:**

The Ralph's Skate Park Lighting project will provide walkway light poles and LED light fixtures that will be activated by a timer. A donation from the San Clemente Skate Park Coalition in the amount of \$75,000 will offset impacts to the Parks Acquisition and Development Fund.

**Project Location:**



**Project Management:** Engineering Division  
**Supporting Division:** Recreation Division  
**Type of Project:** New Construction  
**Impact on Operating Budget:** None.

**General Plan Policy #** BPR-1.05, BPR-2.03, NR-7.02

Project Cost	Six Year						
	Total	FY 2018	FY 2019	FY 2020	FY 2021	FY 2022	FY 2023
<b>Construction Costs</b>							
Land Acquisition							
Preliminary Engineering							
Construction Costs	150,000	150,000					
<b>Total Construction</b>	150,000	150,000					

Operation & Maintenance Costs	Six Year						
	Total	FY 2018	FY 2019	FY 2020	FY 2021	FY 2022	FY 2023
Staff							
Operations							
Maintenance & Repair							
<b>Total O &amp; M Cost</b>							
<b>Total Project Cost</b>	150,000	150,000					

Funding Source	Six Year						
	Total	FY 2018	FY 2019	FY 2020	FY 2021	FY 2022	FY 2023
Parks Acquisition Fund	100,000	100,000					
Skate Park Coalition Donation	50,000	50,000					
<b>Total Funding</b>	150,000	150,000					

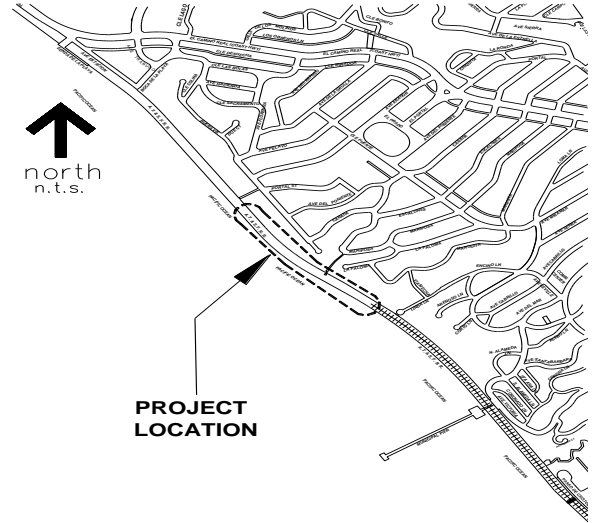
# Beach Trail Steel Bridges Maintenance

## Maintenance and Other Project - Facilities and Other Improvement

**Project Description:**

During FY 2017 the Montalvo and Riviera beach trail bridges were cleaned and re-coated to address rust. Work was also completed to address the top portion of the Mariposa Bridge. This project will address rust on the underside of the bridge, which will require significant effort due to access constraints and railroad coordination.

**Project Location:**



**Project Management:** Engineering Division  
**Supporting Division:** Maintenance Division  
**Type of Project:** Rehabilitation  
**Impact on Operating Budget:** Should reduce near-term maintenance costs and effort.  
  
**General Plan Policy #** BPR-1.05, BPR-4.02

Project Cost	Six Year						
	Total	FY 2018	FY 2019	FY 2020	FY 2021	FY 2022	FY 2023
<b>Construction Costs</b>							
Land Acquisition							
Preliminary Engineering							
Construction Costs	500,000	500,000					
<b>Total Construction</b>	500,000	500,000					

Operation & Maintenance Costs	Six Year						
	Total	FY 2018	FY 2019	FY 2020	FY 2021	FY 2022	FY 2023
Staff							
Operations							
Maintenance & Repair							
<b>Total O &amp; M Cost</b>							
<b>Total Project Cost</b>	500,000	500,000					

Funding Source	Six Year						
	Total	FY 2018	FY 2019	FY 2020	FY 2021	FY 2022	FY 2023
General Fund	500,000	500,000					
<b>Total Funding</b>	500,000	500,000					

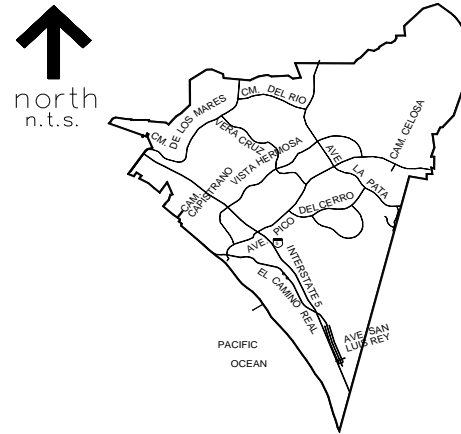
# Maintenance Services Rehabilitation

## Maintenance and Other Project - Facilities and Other Improvement

**Project Description:**

This program will support smaller corrective maintenance projects during each fiscal year. Anticipated projects for Fiscal Year 2018 include: Steed Park & San Luis Rey Phase 2 fence replacements; Beach Trail fence repair Phase 1 of 2; Pier restroom rehabilitation (walls, casework and interior finish); painting of North Beach Train Station walls and wood details; Steed Park plumbing upgrade (urinal clean outs); North Beach & Linda Lane restroom painting; and new beach swing sets (3 total). Other projects may be considered as the funding allows.

**Project Location:**



**Project Management:** Maintenance Division  
**Supporting Division:** None  
**Type of Project:** Rehabilitation  
**Impact on Operating Budget:** Should reduce maintenance effort by repairing various facilities.

**General Plan Policy #** UD-4.01

Project Cost	Six Year						
	Total	FY 2018	FY 2019	FY 2020	FY 2021	FY 2022	FY 2023
<b>Construction Costs</b>							
Land Acquisition							
Preliminary Engineering							
Construction Costs							
<b>Total Construction</b>							

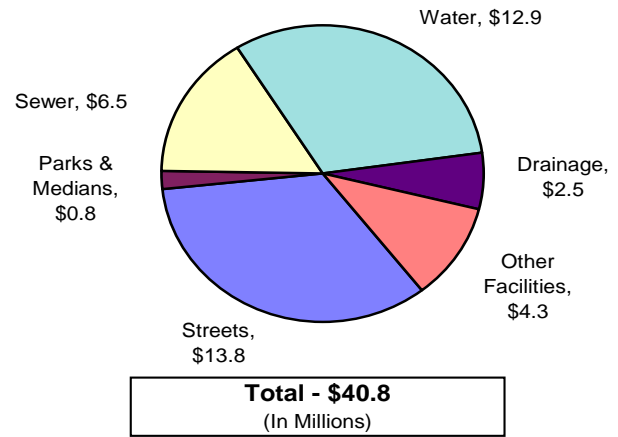
Operation & Maintenance Costs	Six Year						
	Total	FY 2018	FY 2019	FY 2020	FY 2021	FY 2022	FY 2023
Staff Operations							
Maintenance & Repair	1,650,000	250,000	250,000	250,000	300,000	300,000	300,000
<b>Total O &amp; M Cost</b>	1,650,000	250,000	250,000	250,000	300,000	300,000	300,000
<b>Total Project Cost</b>	1,650,000	250,000	250,000	250,000	300,000	300,000	300,000

Funding Source	Six Year						
	Total	FY 2018	FY 2019	FY 2020	FY 2021	FY 2022	FY 2023
General Fund	1,650,000	250,000	250,000	250,000	300,000	300,000	300,000
<b>Total Funding</b>	1,650,000	250,000	250,000	250,000	300,000	300,000	300,000

# Carry Forward Projects

**Carry Forward Projects** are Capital Improvement Program (CIP) projects approved in prior fiscal years which have been brought forward into the new fiscal year budget. There are 104 projects totaling \$40.8 million being carried forward into FY 2017-18. Carry Forward Projects include 8 Drainage projects, 20 Sewer projects, 24 Water projects, 34 Street projects, 2 Parks & Medians projects, and 16 Facilities and Other Improvement projects.

Carry Forward Projects are listed below with the total approved project budget (before any FY 2017-18 funding), the project costs to date, and the amount to be carried forward to FY 2017-18.



Description	In Dollars (\$)		
	Approved Project Budget	Project Costs to Date	FY 2017-18 Carry Forward
<b>Drainage</b>			
Via Montega/Cascadita Storm Drain M01	750,000	16,678	733,322
Trafalgar Canyon Outlet Wtr Quality Improvements	290,000	43,000	247,000
Calle Los Molinos/Calle Redondel Storm Drain Rehabilitation	200,000	116,397	83,603
M01/Ave Vaquero Culvert Structural Rehabilitation	100,000	28,499	71,501
M00S05 Montalvo Canyon Outlet	400,000	63,884	336,116
Los Mares at Vaquero Infrastructure Protection	120,080	3,282	116,798
Montalvo Canyon Drain Study	91,276	28,680	62,596
Poche Watershed Activities	968,860	86,216	882,644
	<b>2,920,216</b>	<b>386,636</b>	<b>2,533,580</b>
<b>Sewer</b>			
Land Outfall Rectifier	150,000	4,750	145,250
Primary Clarifier 4 & 5 Rehabilitation	933,115	342,118	590,997
WRP Electrical System Replacements	1,000,000	15,120	984,880
WRP Laboratory Rehabilitation	100,000	7,861	92,139
Tertiary Filter Bckwsh Improvements	400,000	3,600	396,400
Marblehead Coastal Recycled Wtr Line Reimb.	350,000	-	350,000
Los Molinos Lift Station Generator Replacement	260,000	1,982	258,018
WRP Gas Flare Rehabilitation	600,000	18,900	581,100
WRP Gravity Belt Thickener Replacement	150,000	8,961	141,039
WRP Odor Control Systems Replacement	1,500,000	138,731	1,361,269
Computerized Maint & Mgmt System (CMMS)	638,005	563,133	74,872
Sewer Line Support at Trfalgar Canyon	150,000	15,988	134,012
Progressive Cavity Pump Replacement	700,000	494,031	205,969
WRP Structural Concrete Repair	1,149,996	1,109,126	40,870
La Pata Lift Station Electical Conduit Replacement	30,000	13,887	16,113
WRP Gravity Belt Thickener Piping Replacement	50,000	4,272	45,728
WRP Sluice Gate Replacement	75,000	7,610	67,390
WRP Chlorinator Replacement	520,000	-	520,000



# Carry Forward Projects

Description	Approved Project Budget	Project Costs to Date	FY 2017-18 Carry Forward
WRP Land Outfall Cathodic Protection	350,000	2,220	347,780
Vaquero Lift Station Removal	125,000	-	125,000
	9,231,116	2,752,290	6,478,826
<b>Water</b>			
Reservior No. 1 Expansion	255,000	75,643	179,357
Highland Lght Ductile Iron Pipeline Replacement	3,674,816	2,692,041	982,775
Reservoir No 12 Roof Replacement	500,000	108,990	391,010
Reservoir No 9 & 10 Chemical Improvements	300,000	70,557	229,443
Well Water Aquifier Monitoring Improvement	300,000	40,058	259,942
Reservoir 10 & 6 Water Line	325,000	83,996	241,004
Interstate 5/Pico Interchange Water Improvements	150,000	5,197	144,803
Reata Pump Station Rehabilitation	1,999,998	63,132	1,936,866
Reservoir No 8 Interior Coating	500,000	36,187	463,813
Ave Del Pres Wtr Line Replacement	900,000	78,041	821,959
Blanco Pump Station Rehabilitation	250,000	31,580	218,420
Tesoro PRS Rehabilitation	325,000	170,673	154,327
Well Filter Plant Rehabilitation	250,000	7,320	242,680
Reservoirs 5A, 10, 12, & 14 Improvements	951,380	11,035	940,345
Reeves Pump Station	1,875,000	167,200	1,707,800
Recycled Wtr Expansion Phase II	100,000	4,680	95,320
IRWD Interconnection	1,900,000	1,570,674	329,326
Cascadita Canyon Wtrline Abandonment	75,000	19,928	55,072
Corporated Yard Structural Painting	270,000	-	270,000
Pico Booster Pump Station Pump Replacement	200,000	-	200,000
JRWSS Agency Projects	7,021,042	4,384,149	2,636,893
PRS Vault LID Replacements	100,000	1,743	98,257
Reservior 3 Drainage Improvements	200,000	478	199,522
Schegel Reservior Isolation Valve Replacement	100,000	1,580	98,420
	22,522,236	9,624,882	12,897,354
<b>Street</b>			
North El Camino Real Bike Lane	1,404,110	959,176	444,934
Via Pico Plaza Rehabilitation	120,000	5,957	114,043
ECR - Camino Dap to Ave E Stacio	750,000	44,550	705,450
Sth ECR - Valencia to Mendocino	1,109,000	135,497	973,503
Ave Presidio Rehab - Phase II	402,000	35,682	366,318
Ave Pico - Courtyards to Pedriza	371,000	306,465	64,535
Camino Del Rio - Los Mares to End	1,040,000	266,080	773,920
Camino Del Rio Intersection Improvement	1,000,000	473,410	526,590
Ave Navarro - Pico to Los Molinos	310,000	-	310,000
Calle Los Molinos - Pico to Navaro	505,000	1,081	503,919
Sidewalk Repair & Improvements	150,000	33,098	116,902
Concordia Elementary Safe Routes to School	1,234,000	17,400	1,216,600
Shorecliffs Safe Routes to School	101,400	9,871	91,529

# Carry Forward Projects

Description	Approved Project Budget	Project Costs to Date	FY 2017-18 Carry Forward
Ave Pico - Amancer to Courtyards	1,215,000	38,780	1,176,220
Ave Pico - Los Molinos to Pico Plaza	450,000	-	450,000
Camino Los Mares - Vaqero to I-5	100,000	-	100,000
Camino Los Mares - Vera Cruz to N City Limit	210,000	55,625	154,375
Camino De La Estrella - I-5 to City Limit	150,000	4,100	145,900
Camino Mira Costa - Estrella to City Limit	170,000	4,237	165,763
Camino Capistrano - ECR to Del Gado Rd	136,000	2,194	133,806
Trffc Sgnls Protected /Permissive Conversion	100,000	2,680	97,320
Ave Pico - Class I Bike/Ped Path Phase I	300,000	-	300,000
Ave Pico/Camino Vera Cruz Inter Improv	375,000	-	375,000
Ave Vista Hermosa/Target Inter Improv	425,000	-	425,000
Ave Palizada	156,000	1,570	154,430
Ave Presidio	800,000	3,032	796,968
Ave Vaquero - Under I-5	750,000	11,414	738,586
Sth La Esperanza	460,000	542	459,458
Via Alegre	337,000	-	337,000
Via Cascadita	358,000	135	357,865
Via Montego	205,000	-	205,000
Camino Vera Cruz/Costa Intersection	600,000	32,137	567,863
Camino Del Rio & La Pata Extensions	650,000	275,370	374,630
T-Street Overpass Maintenance	215,178	169,107	46,071
	16,658,688	2,889,190	13,769,498
<b>Parks &amp; Medians</b>			
Bonita Canyon Park Restroom	400,000	7,946	392,054
Vita Bahia Park Restroom Rehabilitation	400,000	3,758	396,242
	800,000	11,704	788,296
<b>Facilities &amp; Other Improvements</b>			
Safety/Quiet Zone Improv - Design & Construction	798,000	568,519	229,481
Operational Continuity Data Center	653,840	473,326	180,514
Community Development Parking Lot Rehabilitation	161,000	35,717	125,283
T-Street Concession/Restroom Rehabilitation	898,200	76,286	821,914
LED Street Light Conversion	265,000	214,563	50,437
Aquatic Center (LPVH) Swamp Cooler Replacement	135,000	346	134,654
Comm Dev 910 Calle Negocio HVAC Replacement	200,000	35,800	164,200
Corporate Yard Bldgs/Structures Painting	170,000	-	170,000
Marine Safety Building SR&U	100,000	19,701	80,299
Pier Structural Construction	1,400,000	179,358	1,220,642
Station No 59 Diesel Fuel Tank	150,000	37,347	112,653
Aquatic Ctr (VH) Pump Removal Gantry	100,000	346	99,654
Pacific Coast Bicycle Rte Sngng & Pkg Prj	164,800	3,506	161,294
Maintenance Yard Covers	500,000	10,570	489,430
Beach Trail Bridges Maintenance	150,000	29,319	120,681
Data Cabling	125,000	1,860	123,140
	5,970,840	1,686,564	4,284,276
<b>Total</b>	<b>58,103,096</b>	<b>17,351,266</b>	<b>40,751,830</b>

# Fiscal Policy

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## Core Values of Financial Sustainability

**Financial stability** – The City will create financial stability to provide the community with a consistent and adequate level of public services. The City will take a long-term approach to its finances by developing and maintaining long-term plans, carefully weighing the cost and benefits of development opportunities and adhering to sound debt, reserve and investment policies.

**Quality of life and local economic vitality** – The City will provide effective and efficient services to ensure a safe and healthy atmosphere for its residents, businesses and visitors, while preserving and enhancing its unique cultural and environmental attributes.

**Accountability and Financial Planning** – The City will institute financial planning that ensures City services are provided at the best value and that the services are in alignment with the needs and wants of the community.

**Environmental and economic sustainability** – The City’s financial strategy will support continued investment in the renovation and maintenance of physical infrastructure/facilities and in policies and programs that support a clean and healthy natural environment.

**Transparency and engagement** – The City will be accountable for producing value for the community by producing planning and report mechanisms that make it clear how the City plans to use its resources to achieve the community vision. The City is committed to engaging the public as a partner in formulating plans and delivering services.

Fiscal Policy Statement	Status	Comments
<b>Operating Budget Policies</b>		
The City will adopt a balanced budget by June 30 of each year. A balanced budget is defined as one in which total expenditures equal total revenue. An entity has a budget surplus if expenditures are less than revenues. It has a budget deficit if expenditures are greater than revenues.	✓	
An annual base operating budget will be developed by verifying or conservatively projecting revenues and expenditures for the current and forthcoming fiscal year.	✓	
Current revenues will be sufficient to support current operating expenditures and a budgeted positive operating position will be maintained.	✓	
The City will annually review the General Fund operating position to determine if funds are available to operate and maintain future capital facilities. If funding is not available for operations and maintenance costs, the City will delay construction of the new facilities.	✓	

# Fiscal Policy

Fiscal Policy Statement	Status	Comments
<b>Revenue Policies</b>		
The City will try to maintain a diversified and stable revenue system to shelter it from short-term fluctuations in any one revenue source.	✓	
The City will estimate its annual revenues by an objective, analytical process utilizing trend, judgmental, and statistical analysis as appropriate.	✓	
All City Council-established General Fund User fees will be reviewed and adjusted annually as part of the budget process by each City department and the analysis with recommended changes will be provided to the City Council. The basis for adjustment will be the cost of providing services, inflationary impacts, or other budgetary factors as appropriate. User fees will be established to recover the full cost of services provided, except when the City Council determines that a subsidy from the General Fund is in the public interest.	✓	Annual review is presented in the fee schedule section of the Operating Budget.
One-time operating, capital, and reserve revenues will be used for one-time expenditures. Exceptions must be formally adopted by Council action and may only offset operating expenditures for a limited time period of less than five fiscal years.	✓	
The City will annually identify developer fees and permit charges received from “non-recurring” services performed in the processing of new development and use those funds to meet peak workload requirements.	✓	
General Fund revenue categories (sales tax revenue by example) may not be committed directly to fund a specific expenditure line item or program.	✓	
<b>Expenditure Policies</b>		
The purchase of new or replacement capital equipment with a value of \$5,000 or more and with a minimum useful life of two years will require budget approval.	✓	
The City will annually project its equipment replacement and maintenance needs for the next five years and will update this projection each year. A maintenance and replacement schedule will be developed and followed.	✓	

# Fiscal Policy

Fiscal Policy Statement	Status	Comments
<b>Utility Rates and Fees Policies</b>		
The City will set fees and user charges for each utility fund at a level that fully supports the total direct and indirect cost of the activity. Indirect costs include the cost of annual depreciation of capital assets and overhead charges.	✓	
Utility rates will be established for each of the next five years and this rate projection will be updated annually.	✓	
<b>Capital Improvement Budget Policies</b>		
The City will make all capital improvements in accordance with an adopted capital improvement program and will include an annual six- year plan for capital improvements (CIP design, development, implementation, and operating and maintenance costs.) The first year of the six-year plan must be fully funded in the adopted budget. Projects that are not fully funded must be removed or delayed until adequate funding exists for design, construction, operating and maintenance.	✓	35 new Capital projects = \$13.4 million are included in the FY 2017-18 CIP Budget.
Capital Improvement projects must project operating and maintenance costs for the five-year forecast period to ensure that future year budgets maintain a positive operating position.	✓	
The Park Acquisition & Development Fund and other special development impact funds may only be used to fund facilities included in the Master Plan for City Facilities.	✓	
<b>Short-Term Debt Policies</b>		
The City may use short-term debt to cover temporary or emergency cash flow shortages. All short-term borrowing will be subject to Council approval by ordinance or resolution.	✓	
The City may issue interfund loans to meet short-term cash flow needs. Short-term is defined as a period of one year or less. Interfund loans will be permitted only if a specific source of repayment is identified within the “borrowing” fund. Excess funds must be available and the use of these funds will not impact the “lending” fund’s current operations. The prevailing interest rate, as established by the City Treasurer, will be paid to the lending fund. Short-term interfund loans require Council approval.	✓	

# Fiscal Policy

Fiscal Policy Statement	Status	Comments
<b>Long-Term Debt Policies</b>		
The City will confine long-term borrowing to capital improvements that cannot be funded from current revenues.	✓	
The City may issue long-term interfund loans to fund capital improvements. Interfund loans will be permitted only if a specific source of repayment is identified within the “borrowing” fund. Excess funds must be available and the use of these funds will not impact the “lending” fund’s long-term operations. Long-term interfund loans will be fully amortized (principal and interest included in payment). The prevailing interest rate and duration of the loan will be established by the City Treasurer. Principal and interest will be paid to the lending fund. Long-term interfund loans require Council approval. Long-term interfund loans will be disclosed in the City’s annual Operating Budget.	✓	The Golf Fund borrowed \$750,000 from the Workers’ Compensation Self-insurance reserve on July 1, 2012. The loan is fully paid at June 30, 2017.
The City will establish and maintain a Debt Policy.	✓	
The City will establish a restricted reserve in the Water Operating Fund equal to one year’s debt service on the State Revolving Loan. The purpose of this reserve will be to provide a debt reserve as required under the State Revolving Fund loan financing agreement.	✓	
<b>Fund Balance and Reserve Policies</b>		
The City will maintain emergency reserves equal to 20% of operating expenditures of the General Fund. The primary purpose of this reserve is to provide stability during a significant economic downturn, or to offset a significant one-time loss of revenue. The reserve exists in order to provide short-term funding to protect the City’s essential service programs and funding requirements or to provide for unanticipated or emergency expenditures that could not be reasonably foreseen during preparation of the budget.	✓	Emergency Reserve is funded at 20% of General Fund operating expenditures for FY 2017-18
The City will maintain an emergency reserve equal to 12% of operating expenses for Enterprise Funds. The primary purpose of these reserves is to protect the Funds during periods of economic downturn, other unanticipated expenses, or emergency expenses that could not be reasonably foreseen during preparation of the budget.	--	FY 2016-17 Emergency Reserve = 12% of operating expenses: Water \$1,111,000 Sewer \$1,100,000 Storm Drain \$197,000 Solid Waste \$25,300 Golf = not funded

# Fiscal Policy

Fiscal Policy Statement	Status	Comments
The City will establish an account to accumulate funds to be used for payment of accrued employee benefits for terminated employees. The level of this reserve will be maintained at a level at least equal to projected costs for employees who are eligible for retirement.	✓	FY 2016-17 Accrued Leave Reserve = \$1.1 million
The City will establish a Capital Equipment Replacement reserve and a Facilities Maintenance Capital Asset reserve for accumulation of funds for the replacement or worn and obsolete equipment other than vehicles and for costs associated with the maintenance of all City facilities. These reserves will be maintained at a level at least equal to the projected five-year capital asset replacement and maintenance costs.	--	FY 2016-17 Capital Equipment Reserve = \$1.5 million; FY 2016-17 Facilities Maintenance Reserve = \$2.5 million
The City will establish Water, Sewer, Storm Drain and Golf depreciation reserves for costs associated with the major maintenance and capital improvement costs included in the Enterprise Funds. The minimum reserve level shall be at a level equal to the projected three-year capital and major maintenance costs.	--	FY 2016-17 Depreciation Reserves (includes Other Agency): Water \$5.2 million Sewer \$5.1 million Storm Drain \$0.8 million Golf \$0.9 million
The City will establish a Golf Course Improvement reserve for costs associated with capital improvements budgeted in the Golf Course Fund. The reserve will be maintained at a level at least equal to the projected three year costs.	✓	FY 2016-17 Golf Course Improvement reserve = \$0.7 million
The City will establish a Park Asset Replacement Reserve with a target balance of \$1.2 million for replacement of park assets in the future. The reserve balance will be reviewed annually and funded through one-time revenues or undesignated General Fund balance transfers, when available.	--	FY 2016-17 Park Asset Replacement Reserve = \$1.2 million
The General Liability self-insurance reserve will be maintained at a level which, together with purchased insurance policies, adequately protects the City. The City will maintain a reserve of one times its annual insurance authority premium. In addition, the City will perform an annual analysis to document those claims which are not covered by the insurance pool to which the City belongs, and reserve an additional appropriate amount to pay for such uncovered claims.	--	FY 2016-17 General Liability Reserve = \$1.4 million
The Workers' Compensation self-insurance reserve will be maintained at a level which, together with purchased insurance policies, adequately protects the City. The City will maintain a reserve of three times its self insurance retention for those claims covered by the insurance pool (of which the City is a member). In addition, the City will perform an annual analysis of past claims not covered by the insurance pool, and reserve an appropriate amount to pay for uncovered claims.	✓	FY 2016-17 Workers Compensation Reserve = \$1.4 million

# Fiscal Policy

Fiscal Policy Statement	Status	Comments
The City will establish a Fleet Replacement Reserve for costs associated with the replacement of vehicles and other rolling stock (such as trailers, compressors or other equipment on wheels) as they become unserviceable, obsolete or reach a predetermined service life. The reserve will be maintained at a level at least equal to the projected five-year fleet replacement costs.	✓	FY 2016-17 Fleet Replacement Reserve = \$4.4 million
<b>Investment Policies</b>		
The City Treasurer will annually submit an investment policy to the City Council for review and adoption.	✓	
<b>Accounting, Auditing &amp; Financial Reporting Policies</b>		
The City's accounting and financial reporting systems will be maintained in conformance with generally accepted accounting principles and standards of the government Accounting Standards Board.	✓	
An annual audit will be performed by an independent public accounting firm with the subsequent issue of an official Comprehensive Annual Financial Report, including an audit opinion.	✓	
A fixed asset system will be maintained to identify all City assets, their condition, historical cost, replacement value, and useful life.	✓	
Quarterly financial, capital improvement program and investment reports will be submitted to the City Council and will be made available to the public.	✓	
An annual revenue manual will be prepared after the close of the fiscal year. The manual will provide information on the revenue source, legal authorization, timing of receipts and historical collection over the last five year period. Fee schedules or calculations will also be provided.	✓	
Full and continuing disclosure will be provided in the general financial statements and bond representations.	✓	
A good credit rating in the financial community will be maintained.	✓	Standard & Poor's = AAA
Establish and maintain a formal compensation plan for all employee salary or wage ranges and maintain a formal salary schedule for every approved position title showing the current pay rate for each identified position. The salary schedule will be approved and adopted by the City Council and will be made publicly available.	✓	
Establish a position control system to ensure that staffing levels are maintained at the levels approved by City Council.	✓	



# Fiscal Policy

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Fiscal Policy Statement	Status	Comments
<b>Long Term Financial Policies</b>		
Annually prepare a five year forecast that maintains the current level of services, including known changes that will occur during the forecast period. If the forecast does not depict a positive operating position in all five-years of the forecast, the City will strive to balance the operating budget for all years included in the five-year financial forecast.	✓	
Annually evaluate trends from a budget-to-actual perspective and from a historical year-to-year perspective to identify areas where resources have been over allocated. This would improve the accuracy of revenue and expenditure forecast by eliminating the impact of recurring historical variances.	✓	
<b>Risk Financing Policies</b>		
The City will maintain adequate insurance coverage, pooled coverage, or self-insurance for general liability, property, errors and omissions, subsidence, automobile liability, workers' compensation, and other identified loss exposures.	✓	
The City will maintain a risk financing strategy, which shall include an annual review of insurance policy limits, types of coverage, reserve requirements, and self-insurance limits, if applicable.	✓	

Legend:

- ✓ Budget complies with Fiscal Policy Standard
- Fiscal Policy Standard is not met in Budget



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# Appropriations Limit

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## ***Appropriations Limit***

State Proposition 4, commonly known as the Gann Initiative, was approved by California Voters in November 1979. Proposition 4 created Article XIII B of the California State Constitution, which places limits on the amount of revenue that can be spent by government agencies. This is referred to as the Gann Appropriation Limit or Gann Limit.

A subsequent related State initiative, Proposition 111, was approved by the State's voters in June 1990. This legislation provided new adjustment formulas to make the Gann Limit more responsive to local growth issues and to address concerns regarding the accountability of local governments in adopting their limits. Prior to each fiscal year, city councils must adopt by resolution the Gann Appropriation Limit for the city for the upcoming year. In addition, cities are required to conduct a review of their limits during annual financial audits.

The appropriations limitation imposed by Propositions 4 and 111 creates a restriction on the amount of revenue that can be appropriated in any fiscal year. The limit is based on actual appropriations during the 1978-79 fiscal year and is increased each year using population and inflation growth factors. Only revenues that are classified as "proceeds of taxes" are subject to the limit. The use of "non-tax proceeds" (user fees, rental income, franchise fees, Gas Tax revenue) is not restricted.

During any fiscal year, a city may not appropriate any proceeds of taxes it receives in excess of its established limit. Excess funds received in any given year may be carried into the subsequent year for use if the city is below its limit for that year. Any excess funds remaining after the second year would be required to be returned to local taxpayers by reducing tax rates or fees. As an alternative, a majority of the voters may approve an "override" to increase the city's appropriation limits.

The Gann Limit had little impact in the early 1980s as a result of the high rate of inflation during that period. Because the appropriations limit for most cities increased faster than actual revenue growth, cities were generally below their limits. This trend changed during the mid-1980s, as exemplified by the State of California's \$1.1 billion refund to taxpayers in 1987 when it collected revenues in excess of its Limit. The Limit also served as the major barrier to increasing taxes on gasoline in the late 1980s. In recent years, the trend has reversed again for most cities. As the rate of revenue growth slows and the growth factors, especially population, increase at a steady rate, most cities, including San Clemente, are experiencing comfortable gaps between their appropriations limits and their actual appropriations.

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# Appropriations Limit

## FY 2018 Appropriations Limit Computation

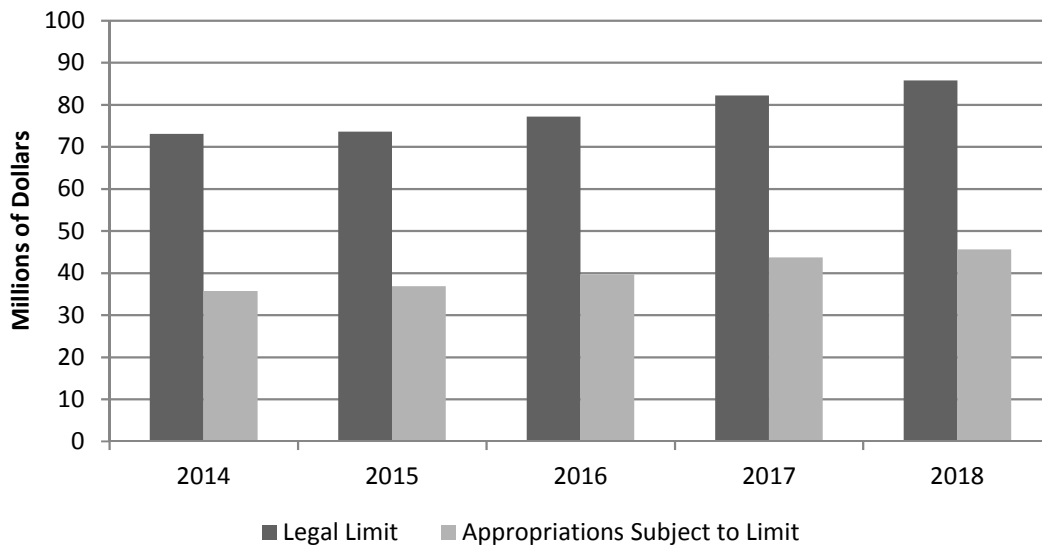
### I. FY 2017 Appropriations Limit:

FY 2017 Limit		\$ 82,164,400
Annual Adjustment Factors:		
Per Capita Personal income change	3.69%	1.0369
Population increase for County	0.69%	1.0069
Total adjustment factor (1.0382 x 1.0108)		1.0441
FY 2018 Limit		85,787,850

### II. Appropriations Subject to Limit and Appropriations Margin

Proceeds of Taxes	\$ 45,605,750	
Less Exclusions:	None	
Appropriations Subject to Limit		45,605,750
Appropriations Margin		\$ 40,182,100

## Appropriations Limit FY 2014 through 2018



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# Debt Summary

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## **Debt Summary**

The debt summary section of the budget is intended to provide an overview of the City's debt capacity and provide a listing of outstanding debt, including bond repayment schedules.

The City of San Clemente does not expect to incur additional indebtedness for general government operations over the next five years. All capital improvements will be paid on a pay-as-you-go basis (utilizing fund balances) and through the use of mitigation and developer fees. The following narratives summarize the City's Fiscal and Debt Policies, Bond Ratings, Debt Capacity, Outstanding Debt, Debt Repayment Schedules, and Other Debt.

## **Fiscal and Debt Policies**

The City Council adopted Fiscal Policy provides guidance pertaining to the issuance of both short-term and long-term debt. As indicated in the policy, the City prefers to use special assessment, revenue, or other self supporting bonds instead of general obligation bonds. Additionally, the City is required to confine long-term borrowing to capital improvements that cannot be funded from current revenues.

The City has also adopted a Debt Policy that established the parameters for issuing and managing debt issued by the City and component units. The policy provides guidance to the City Council so as not to exceed acceptable levels of indebtedness and risk; directs staff on objectives to be achieved, both before bonds are sold and for the ongoing management of the debt program; facilitates the debt issuance process by making important decisions ahead of time; and promotes objectivity in decision making and limits the role of political influence. Council policies have been established to ensure that debt payments are made in a timely manner.

## **Bond Ratings**

The City of San Clemente's current bond rating from Standard & Poor's = AAA.

## **Debt Capacity**

The City has a legal debt limitation not to exceed 3.75% of the total assessed valuation of taxable property within City boundaries. As indicated by the table, the City's legal debt margin is \$542 million.

General Obligation Bonds Outstanding June 30, 2018

None

<b>Computation of Legal Debt Margin</b> for Fiscal Year Ending June 30, 2018	
Total assessed value	\$ 14,761,937,790
Debt Limit (3.75% of total assessed value)	\$ 553,572,667

## **Outstanding City Debt**

The following is a summary of both external and internal City debt:

### Certificates of Participation

Certificates of Participation (COP's) were issued in June 1993 in the amount of \$3.8 million to finance the purchase of a commercial building for use by the City's Public Works and Community Development departments. Of this amount, \$1.24 million was tax-exempt and \$2.56 million was taxable debt. Rents from leasing a portion of the Negocio building to third parties are used to repay debt service principal and interest. The tax-exempt portion of the COP's was fully paid in FY 2012

# Debt Summary

leaving only the taxable portion outstanding. During a previous Long Term Financial Plan, City Council authorized staff to pursue the defeasance (payoff) of the Negocio Certificates of Participation.

In July 2016, an irrevocable trust was created and funded with available cash resources to defease the Negocio Certificates of Participation. The irrevocable trust investments include United States Government and State and Local Government Series Securities (“SLGS”) for the purpose of generating resources to fund all future debt service payments. The defeased certificates based on Governmental Accounting Standards are considered no longer outstanding.

General Government Debt	Date Issued	Amount Issued	Outstanding June 30, 2017	Outstanding June 30, 2018
Negocio Certificates of Participation	6/1993	\$3,795,000	\$ -0-	\$ -0-

## State Revolving Fund (SRF) Loan

In June 2013, the City of San Clemente entered into a loan agreement with the California State Water Resources Control Board under a State Revolving Fund loan program to finance the Recycled Water System Expansion Project construction. The project included a reclamation plant expansion, a pump station, pipelines, and the conversion of a recycled water reservoir. The \$14,370,000 approved loan amount had an interest rate of 2.2% payable with the loan to be paid over a period of 20 years.

Interest during the construction period was added to the principal amount of the loan. Principal and interest payments commenced in June 2015 upon the project completion, with repayment secured by the Water Fund net revenues.

Water Fund Debt	Date Issued	Amount Issued	Outstanding June 30, 2017	Outstanding June 30, 2018
State Revolving Fund (SRF) Loan	6/2015	\$14,494,395	\$13,267,421	\$12,658,702

The amortization schedule for the SRF loan follows:

Fiscal Year	Interest	Principal	Outstanding
			\$14,494,395
2015-16	\$631,358	\$269,244	13,863,036
2016-17	595,616	304,987	13,267,421
2017-18	608,719	291,883	12,658,702
2018-19	622,111	278,491	12,036,591
2019-20	635,797	264,805	11,400,793
2020-21	649,785	250,817	10,751,008
2021-22	664,080	236,522	10,086,928
2022-23	678,690	221,912	9,408,238
2023-24	693,621	206,981	8,714,616
2024-25	708,881	191,722	8,005,736
2025-26	724,476	176,126	7,281,259
2026-27	740,415	160,188	6,540,844
2027-28	756,704	143,899	5,784,141
2028-29	773,351	127,251	5,010,789
2029-30	790,365	110,237	4,220,424
2030-31	807,753	92,849	3,412,671
2031-32	825,524	75,079	2,587,147
2032-33	843,685	56,917	1,743,462
2033-34	862,246	38,356	881,216
2034-35	881,216	19,387	-0-
	\$14,494,395	\$3,517,655	

# Debt Summary

## Golf Operating Fund

In June 2007, the Golf Course Clubhouse project, totaling \$5.3 million, was funded from Golf Course Improvement Reserve fund balances and an interim Interfund Loan Agreement in the amount of \$2,500,000. In June 2012, the interim loan was converted into two long term loans; a five-year, fully amortized \$750,000 Interfund Loan with the Workers' Compensation Fund, and a \$1.75 million interest-only loan, bearing a 2% rate, from the Golf Depreciation and Capital Improvement Reserves. The Workers' Compensation loan will be fully paid in FY 2016-2017.

Principal repayments on the loan will not be made during FY 2017-2018 to improve the Golf Operating Fund net working capital balance. In FY 2018-2019, upon the improvement of the Golf Operating Fund's net working capital, the \$1.75 million loan will be converted to a ten-year amortized loan with principal payments. Interest payments occur on June 30<sup>th</sup>.

Golf Operating Fund Debt	Date Issued	Amount Issued	Outstanding June 30, 2017	Outstanding June 30, 2018
Workers' Compensation Fund Loan	6/2012	\$ 750,000	\$ -0-	\$ -0-
Golf Depreciation/Capital Reserves Loan	6/2012	\$1,750,000	\$1,750,000	\$1,750,000

The repayment schedule of the Golf Course loan will be reflected in future years.

## Former Redevelopment Agency

In July 1998, the RDA refinanced outstanding debt used to purchase the Casa Romantica historical site. Additionally, financing was included for two major capital projects and to fund operating deficits in the RDA. The total financing amounted to \$3,849,000. In July, 2002 the existing interfund loans from the Sewer Depreciation Reserve and the General Liability Self-Insurance Fund were consolidated and repaid with a new interfund loan from the General Fund. The new loan amounted to \$3,420,690, with structured annual payments.

On February 1, 2012 the RDA was dissolved and payments on the outstanding loan balance ceased. In compliance with State Law, the City obtained a Finding of Completion related to the dissolution process which authorized the reinstatement of the loan balance upon the approval of the Successor Agency board.

The Agency filed a Last and Final Recommended Obligation Payment Schedule (ROPS) in September 2016. The City received a letter on November 1, 2016 from the California Department of Finance approving the Agency's Last and Final ROPS, whose only outstanding obligation was the repayment of the loan back to the City of San Clemente's General Fund. The balance outstanding on the loan was adjusted to \$2.6 million. With annual payments (including interest) made from Redevelopment Property Tax Trust Fund (RPTTF) of \$2,528,226 and from Other Funds of \$75,960.

RDA Debt	Date Issued	Amount Issued	Outstanding June 30, 2017	Outstanding June 30, 2018
Loan from General Fund	7/2002	\$3,420,690	\$2,476,479	\$2,214,468

### Repayment Schedule

RPTTF distribution	ROPS (Period A)	ROPS (Period B)	Annual Total
2017-18	\$ 137,419	\$ 156,408	\$ 293,827
2018-19	140,547	159,537	300,084
2019-20	143,738	162,727	306,465
2020-21	146,992	165,982	312,974
2021-22	169,302	169,301	338,603
2022-23	172,688	172,687	345,375
2023-24	176,142	176,141	352,283
2024-25	179,665	98,950	278,615

# Debt Summary

**Other Debt - Assessment Districts and Community Facility District Debt**

The information below provides a general description of the *Assessment Districts* and the related debt and the debt outstanding. These obligations are *not* direct obligations of the City, and the data is provided for informational purposes only.

*Re-Assessment District No. 2016-1*, refinanced issued in July, 2017 in the amount of \$9,615,000 defeased and redeemed the remaining outstanding bonds of the City of San Clemente Public Financing Authority Reassessment Refunding Revenue Bonds. The debt was originally related to the *Assessment District No. 98-1 Limited Obligation Improvement Bonds* which were used to finance public improvements (wastewater) for the Forster Ranch development.

*Underground Utility Assessment District 99-1*, issued in September, 1999 in the amount of \$1,150,000 to finance the construction and acquisition of underground electrical and communication facilities within the district.

*Community Facilities District 99-1 (Plaza Pacifica)*, issued in August 2011 in the amount of \$5,005,000 to refund outstanding debt of the December, 1999 issue that was issued in the amount of \$5,755,000 to finance construction of various public improvements within the district, commonly referred to as Plaza Pacifica.

*Community Facilities District 2006-1 (Marblehead Coastal)*, issued in January 2016 in the amount of \$55,490,000 to finance construction of various public improvements within the district, commonly referred to as Marblehead at Sea Summit.

Assessment District Debt	Date Issued	Amount Issued	Outstanding June 30, 2017	Outstanding June 30, 2018
Re-Assessment District 2016-1 Improvement & Sewer Refinancing	7/2017	\$ 9,615,000	\$ 9,615,000	\$ 8,925,000
Underground Utility District 99-1 (Undergrounding)	9/1999	\$ 1,150,000	\$ 135,000	\$ 90,000
Community Facilities District 99-1 (Plaza Pacifica)	8/2011	\$ 5,005,000	\$ 4,095,000	\$ 3,275,000
Community Facilities District 2006-1 (Marblehead Coastal)	1/2016	\$ 55,490,000	\$ 55,215,000	\$ 55,065,000



# Performance Measures

**Performance measures** are designed to determine accountability, improve service quality, allocate resources and evaluate departmental performance in meeting San Clemente’s Mission Statement. In this section, performance measures are presented by the City’s major departments and reflect operations of all City funds.

A summary by department of the performance measures to the Mission Statement focus is summarized in the table below. Performance measures assess workloads, efficiency and effectiveness in meeting the needs of the citizens of San Clemente.

## DEPARTMENTS

**General Government** encompasses the City Manager, City Clerk, and Economic Development. Performance measures focus on providing information to citizens, citizen interaction and general oversight to ensure ongoing efficiency and effectiveness.

**Finance and Administrative Services** is comprised of Treasury, Finance, Human Resources, Risk Management, Fleet Management and Information Technology functions. Performance measures focus on financial accountability, workforce activity, risk services and technology demands to allow City activities to function.

**Public Safety** includes Police and Fire contracted services and Marine Safety. Performance measures in this area address the timeliness and service levels related to ongoing public safety as well as public preventative and education services.

**Community Development** consists of Building, Planning, and Code Enforcement divisions. Performance measures address the implementation of the City’s vision through land development, housing, construction and code enforcement activities.

**Public Works** includes Administration, Engineering, Maintenance (City Facilities and Streets, and Beaches and Parks and their related infrastructure (operations and maintenance).

**Utilities** includes Water, Sewer, Storm Drain, Clean Ocean and Solid Waste services. Performance measures address the development, operations and maintenance of safe water supplies and sanitary disposal of waste, and improving local water quality.

**Beaches, Parks & Recreation** includes Administration, Recreation, and Golf Course services. Performance measures address the use of City beaches, parks and other recreational facilities, including special community events, and the offering of recreation activities to meet the community needs while maintaining the City’s character.

### Mission Statement Focus

Safe/Healthy Atmosphere	Responsible Growth & Preservation	Long-Term Stability	Balanced Community
✓	✓	✓	✓
		✓	
✓			
✓	✓		✓
✓	✓	✓	
✓	✓		✓

**Detailed performance measures are presented this section by Department.**

# Performance Measures

## General Government

Performance Measures	2015-16 Actual	2016-17 Projected	2017-18 Budget
<b><u>City Clerk</u></b>			
<b>Workload Outputs:</b>			
Number of Regular City Council minutes prepared within 21 days of meeting	22	22	22
Number of Regular City Council Agendas/Packets posted 7 days prior to meeting	22	22	22
Number of formal public records requests	348	360	360
<b>Effectiveness:</b>			
Percent of Regular Council Minutes produced within 21 days	100.0%	100.0%	100.0%
Percentage of Agendas/Packets provided at least 7 days prior to the meeting	100.0%	100.0%	100.0%
Percentage of public records requests responded to within 10 days	100.0%	100.0%	100.0%

# Performance Measures

## Finance & Administrative Services

Performance Measures	2015-16 Actual	2016-17 Projected	2017-18 Budget
<b><u>Finance &amp; Administrative Services Administration</u></b>			
<b>Efficiency:</b>			
Percentage of quarterly reports completed within the end of the month after the financial close of the quarter.	100.0%	100.0%	100.0%
Rate of return on investments	0.70%	1.10%	1.25%
<b>Effectiveness:</b>			
Percent of actual General Fund revenues to projections*	104.5%	98.0%	98.0%
Percentage of City operating funds in balance*	96.0%	98.0%	98.0%
Percentage of adopted fiscal policies in compliance*	85.1%	95.0%	95.0%
* Annual measurement.			
<b><u>Finance Division</u></b>			
<b>Workload Outputs:</b>			
Number of accounting transactions processed	29,223	30,000	29,500
Number of TOT audits performed per year	0	1	10
Number of utility bills generated per year	222,098	223,800	223,000
Number of business licenses issued	5,794	5,750	5,700
<b>Efficiency:</b>			
Average cost to process accounting transactions	\$27.93	\$27.98	\$28.00
Average cost to generate a utility bill	\$3.56	\$3.42	\$3.60
Average cost to generate a business license	\$22.32	\$33.00	\$34.00
<b>Effectiveness:</b>			
Percentage of total annual TOT revenue audited	0.0%	1.0%	30.0%
Percentage accuracy of financial transactions within established accuracy rates	100.0%	100.0%	100.0%
Percentage of receivables written off	0.22%	0.18%	0.30%
Percentage of receivables over 60 days old	36.6%	36.3%	28.0%

# Performance Measures

## Finance & Administrative Services

Performance Measures	2015-16 Actual	2016-17 Projected	2017-18 Budget
<b><u>Human Resources</u></b>			
<b>Workload Outputs:</b>			
Number of recruitments	53	42	35
Number of employees hired	75	90	90
Number of open Workers' Compensation claims	30	30	30
Number of employees completing a HR customer satisfaction survey	0	0	100
<b>Efficiency:</b>			
Percentage of recruitments opened within 2 workdays of being approved	100%	90.0%	90.0%
Percentage of employees scheduled for pre-employment orientation within 2 work days of receipt of PA by Human Resources office	100%	100.0%	90.0%
<b>Effectiveness:</b>			
Percentage of employees on Workers' Compensation whose initial paperwork is processed within 1 work day	90.9%	90.0%	90.0%
Percent of employees rating the overall satisfaction with HR as either "Satisfied" or "Very Satisfied"	0.0%	0.0%	85.0%
<b><u>Information Technology</u></b>			
<b>Workload Outputs:</b>			
Number of workstation computers administered	275	281	290
Number of IT Help Desk service requests closed	1522	2150	2,150
Number of server computers administered (virtual (35), physical (18), and other (14))	67	65	64
<b>Efficiency:</b>			
Percentage of requests for computer services initial response provided within 1 business hour	55.6%	70.0%	85.0%
Percent of requests for computer services resolved within SLA Estimated Resolution Timeframe	85.3%	94.0%	95.0%

# Performance Measures

## Finance & Administrative Services

<b>Performance Measures</b>	<b>2015-16 Actual</b>	<b>2016-17 Projected</b>	<b>2017-18 Budget</b>
<b><u>Contract Fleet Maintenance</u></b>			
<b>Workload Outputs:</b>			
Total number of vehicles maintained	153	154	154
Number of work orders completed	553	600	600
Number of preventative maintenance services completed	204	240	250
Number of repeat work orders needed	1	4	6
<b>Effectiveness:</b>			
Percentage of fleet available per month	99.3%	99.1%	96.0%
Percentage of reworks relative to total work orders	0.2%	0.7%	1.0%
Percentage of preventative maintenance services completed within 1 day	100.0%	99.0%	98.0%

# Performance Measures

## Public Safety

Performance Measures	2015-16 Actual	2016-17 Projected	2017-18 Budget
<b><u>Contract Police Services</u></b>			
<b>Workload Outputs:</b>			
Number of total calls for service	28,089	30,541	35,000
Number of emergency calls received (Priority 1)	138	336	373
Number of traffic collision reports	354	400	425
Number of Part 1 crimes committed per 1,000 population	1.18	1.15	2.50
<b>Efficiency:</b>			
Average response time from dispatch to on-scene emergency calls	4:14	4:25	4:55
# of use of force	35	40	42
# of arrests	710	756	842
# of parking violations	9,544	9,000	9,202
# of moving violations	1,352	1,500	2,000
# of Part 1 Crimes	931	850	945
# of Part 2 Crimes	1,462	1,400	1,700
<b>Effectiveness:</b>			
Percentage of emergency calls responded to in 5 minutes or less	67.1%	62.1%	62.1%
Percentage change in Part I crimes from prior year to current year	30.1%	4.0%	5.0%
<b><u>Contract Fire Services</u></b>			
<b>Workload Outputs:</b>			
Number of emergency calls	5,077	5,200	5,360
Number of new construction fire inspections performed	890	920	920
Number of fire inspections performed	680	700	700
Number of fire plan checks completed	655	675	675
<b>Efficiency:</b>			
Average response time for emergency calls	6:03	7:20	7:20
<b>Effectiveness:</b>			
Percentage of calls with response time within 7 minutes	68.0%	70.0%	72.0%
Percentage of technical on-site inspections scheduled within 72 hours	88.0%	90.0%	93.0%
Percentage of all plan checks completed within adopted turn around time goals based on plan types	78.0%	80.0%	80.0%
Percentage of 5 day turn around plan checks completed within goal	91.0%	93.0%	97.0%
Percentage of 10 day turn around plan checks completed within goal	67.0%	69.0%	71.0%

# Performance Measures

## Public Safety

Performance Measures	2015-16 Actual	2016-17 Projected	2017-18 Budget
<b><u>Marine Safety</u></b>			
<b>Workload Outputs:</b>			
Number of beach visitors (estimate)	2,559,600	2,271,100	2,400,000
Number of swimmer rescues	2,257	1,788	2,275
Number of preventative actions via public education/warnings	40,861	35,000	36,000
Number of people reached through public education programs	51,719	50,070	50,000
Number of drownings with lifeguards on duty	0	0	0
<b>Efficiency:</b>			
Visitors per lifeguard (8 hour shift)	802	795	800
<b>Effectiveness:</b>			
Percentage of swimmer rescues without a drowning	100.0%	100.0%	100.0%
Percent of City elementary schools reached through public education*	100.0%	80.0%	70.0%

\* Annual measurement

# Performance Measures

## Community Development

Performance Measures	2015-16 Actual	2016-17 Projected	2017-18 Budget
<b>Building</b>			
<b>Workload Outputs:</b>			
Number of building permits issued	5,044	4,200	4,200
Number of Plan Reviews performed	5,269	3,400	3,500
Number of building inspections completed	22,316	16,500	17,000
Number of customers served at Building counter	6,700	5,600	6,000
<b>Efficiency:</b>			
Number of Plan Reviews performed per Plan Check staff	1,506	1,268	1,200
Number of inspections conducted per inspector	4,960	3,630	4,000
Number of customers served per Permit Tech	2,500	2,100	2,250
<b>Effectiveness:</b>			
Percentage of new projects: First review completed within 15 work days	97.5%	90.0%	95.0%
Percentage plan review rechecks: Reviewed within 10 work days	95.0%	89.0%	95.0%
Percentage response to the public at the counter in 10 minutes	68.0%	75.0%	80.0%
<b>Planning</b>			
<b>Workload Outputs:</b>			
Number of discretionary applications	250	130	150
Number of new administrative applications	271	315	315
Number of zoning plan check reviews	2,820	2,750	2,750
Number of staff presentations (CC, PC, ZA, DRSC, PC SS)	233	170	175
Number of Special Projects (GP IM's/ZO updates, etc.) initiated	94	78	75
Number of people assisted at counter/over phone	11,729	10,000	10,500
Number of business license applications processed	2,539	1,100	1,100
Number of outreach meetings attended (Business Liaison, Housing/Social Services, etc.)	261	35	50
Number of Historic Preservation-related applications	94	20	20
Number of Quality Assurance staff hours	453	130	200
<b>Efficiency:</b>			
Number of people assisted at counter/phone	165.5	600.0	500.0
Number of Plan checks completed/FTE/Quarter	45.2	175.0	150.0
Number of applications completed/FTE/Quarter	10.2	5.0	8.0
Percentage of FTE's time funded by Developer Deposit and fixed fees	18.1%	5.0%	25.0%



# Performance Measures

## Community Development

Performance Measures	2015-16 Actual	2016-17 Projected	2017-18 Budget
<b><u>Planning (continued)</u></b>			
<b>Effectiveness:</b>			
Percentage of HPPA properties maintained in compliance	95.5%	96.0%	96.0%
Percentage of Council-directed GP IM's implemented	83.2%	83.0%	85.0%
Percentage of plan reviews completed within deadline	94.0%	90.0%	90.0%
Percent of discretionary applications completed within deadline	84.0%	90.0%	92.0%
Percent of calls returned within one business day	94.2%	90.0%	92.0%
Percent of counter served within 10 minutes	64.3%	60.0%	70.0%
Percent of counter served within 20 minutes	88.8%	85.0%	90.0%
<b><u>Code Compliance</u></b>			
<b>Workload Outputs:</b>			
Number of new cases	1,747	1,750	1,750
Number of complaints processed	New	New	2,300
Number of cases closed	New	New	1,750
Number of case actions	11,672	10,539	11,000
Number of weekend inspections conducted	532	46	750
Number of sessions for certification/training	159	250	300
<b>Efficiency:</b>			
Number of cases per officer	473	363	438
Number of cases closed per officer	New	New	438
Number of site visits per day per officer	New	New	10
Number of actions per officer	2,981	2,635	2,750
Number of weekend inspections conducted per officer	266	23	375
<b>Effectiveness:</b>			
Percentage of cases acknowledged within 2 days	52.3%	55.0%	70.0%
Percentage of cases resolved within 10 work days	42.6%	44.0%	70.0%
Percentage of cases resolved within 30 days	New	New	80.0%

# Performance Measures

## Community Development

Performance Measures	2015-16 Actual	2016-17 Projected	2017-18 Budget
<b><u>Economic Development/Housing Administration</u></b>			
<b>Workload Outputs:</b>			
Number of Home Rehab loans provided to property owners	5	7	6
Number of businesses receiving commercial facade grants	10	5	7
Number of non-profits receiving Social Program grants	14	12	15
<b>Effectiveness:</b>			
Percentage of Home Rehab & commercial grants expended	100.0%	100.0%	100.0%
Percentage General Fund social program grants expended	100.0%	50.0%	100.0%

# Performance Measures

## Public Works

Performance Measures	2015-16 Actual	2016-17 Projected	2017-18 Budget
<b>Engineering</b>			
<b>Workload Outputs:</b>			
Number of permits issued	436	420	400
Number of inspection stops conducted	2,230	2,300	2,500
Number of projects submitted for 1st plan check	86	60	60
Number of projects submitted for additional plan checks	147	140	140
Number of research projects conducted	552	720	600
Number of miles of streets designed	3.97	7.30	6.20
Number of miles of streets rehabilitated	3.87	7.30	10.00
Number of citizen traffic complaints received	270	190	250
<b>Efficiency:</b>			
Time spent per first plan review (average hours)	5.92	6.00	6.00
Time spent per additional plan review (average hours)	4.50	5.00	5.00
Time spent per research project	1.08	0.90	1.00
Final project costs within budget	87.0%	90.0%	90.0%
Percent of response to citizen complaints within 45 days	87.2%	80.0%	80.0%
<b>Effectiveness:</b>			
Percent of project reviews completed in 15 days (1st plan check)	86.2%	85.0%	85.0%
Percent of project reviews completed in 10 days (add'l plan check)	91.3%	85.0%	90.0%
Percent of research projects completed in 10 days	85.0%	90.0%	90.0%
Percent of projected street design completed	85.0%	117.0%	85.0%
Percent of projected street miles rehabilitated	82.9%	117.0%	85.0%
Percent of traffic complaints resolved	88.3%	80.0%	80.0%

# Performance Measures

## Public Works

Performance Measures	2015-16 Actual	2016-17 Projected	2017-18 Budget
<b><u>Maintenance</u></b>			
<b>Workload Outputs:</b>			
Number of potholes repaired	34	25	25
Number of signs repaired or replaced	1,875	1,900	1,900
Number of work orders received/completed by Facilities	1,089	1,250	1,250
Number of street light/traffic signal repairs	1,312	1,300	1,200
Number of USA responses (Underground Service Alerts)	823	800	800
Trim 2,500 trees annually to ensure a 8 year cycle	2,867	2,500	2,500
Number of graffiti cases	426	490	450
<b>Efficiency:</b>			
Average sq. ft. of pothole repairs provided per day of service	174.5	150.0	150.0
Average # of signs maintained per hour of service provided	3.6	4.0	4.0
Average # of facilities maintenance work orders completed per day of service	4.9	6.0	6.0
Average # of USA completed per day of service	3.6	3.5	3.5
Average number of streetlight/traffic signal repairs per day	5.8	3.0	3.0
Cost of graffiti removal per case	\$130	\$150	\$150
<b>Effectiveness:</b>			
Percentage of pothole service requests repaired within 3 working days	100.0%	100.0%	100.0%
Percentage of trees trimmed to maintain an average 7-year trimming cycle	111.9%	100.0%	100.0%
Percentage of signage repair requests responded to and completed within 3 working days	100.0%	100.0%	100.0%
Percentage of facilities maintenance work orders responded to in 3 working days	96.4%	100.0%	100.0%
Percentage of street light / traffic signal service Requests completed within 3 working days	84.8%	75.0%	80.0%
Percentage of USA service requests completed within 3 working days	100.0%	100.0%	100.0%
Percent of graffiti cases closed within 6 hours	61.3%	61.5%	68.0%

# Performance Measures

## Utilities

Performance Measures	2015-16 Actual	2016-17 Projected	2017-18 Budget
<b><u>Water/Sewer/Storm Drain</u></b>			
<b>Workload Outputs:</b>			
Acre Feet of Potable water delivered	New	6,730	7,500
Customer Service requests completed	New	5900	5000
Millions of gallons of Wastewater processed	New	3.03	3.00
Acre feet of Recycled water sold	New	1,260	1,200
# of miles of leak detection on potable water pipeline	New	200	180
# of Fire Hydrants serviced per year	New	375	300
# of valves exercised per year	New	1,500	1,500
# of miles of Sewer lines cleaned	New	140	140
# of miles of Storm Drain lines cleaned	New	5.0	5.0
# of Storm Drain catch basins inspected	New	1,800	1,800
# of Storm Drain catch basins cleaned	New	400	400
# of miles of Sewer lines inspected by video	New	55.0	55.0
# of miles of Storm Drain lines inspected by video	New	15.0	15.0
<b>Efficiency:</b>			
Percentage of potable system water loss	New	6.2%	6.2%
Work orders completed	New	3,000	3,000
Percentage of Sewer collection system cleaned annually	New	50.0%	50.0%
Percentage of Storm Drain pipelines cleaned annually	New	10.0%	12.0%
Percentage of catch basins inspected annually	New	80.0%	80.0%
Percentage of catch basins cleaned annually	New	20.0%	20.0%
<b>Effectiveness:</b>			
Water Distribution system integrity - number of water service leaks & main breaks per 100 miles of pipe	37.1	12.5	12.5

# Performance Measures

## Utilities

Performance Measures	2015-16 Actual	2016-17 Projected	2017-18 Budget
<b>Clean Ocean</b>			
<b>Workload Outputs:</b>			
Number of facilities inspected for storm water compliance	579	750	750
Number of water quality enforcement actions issued	84	65	75
Number of local outreach impressions per year	6,328,048	5,000,000	5,000,000
<b>Efficiency:</b>			
Number of facility inspections per FTE	579	750	375
Number of water quality enforcement actions issued per FTE (FY2017-(1); FY18 -(2))	74	65	38
Number of public outreach "impressions" per capita	100	76	76
<i>** "impressions" refers to the estimated number views of educational materials</i>			
<b>Solid Waste</b>			
<b>Workload Outputs:</b>			
Number of residents participating in the Household Hazardous Waste (HHW) Program	2,046	2,275	2,300
Number of Waste Management Plans approved	628	425	450
Number of Public Outreach impressions	228,000	228,000	228,000
Number of trash barrel placement violations	2,330	2,250	2,000
Tons of Solid Waste diverted from landfill	43,794	38,500	39,000
<b>Efficiency:</b>			
Total % of participation for residential HHW pick-ups (19,000 households)	3.0%	6.0%	6.1%
Total number of Waste Management Plans approved per quarter within 24 hours	628	425	450
Total number of trash barrel placement violations resolved within 7 days	2,330	2,250	2,000
<b>Effectiveness:</b>			
Cost of Public Outreach impressions	\$2.45	\$2.50	\$2.50
Solid Waste program cost per ton diverted	\$3.28	\$4.75	\$4.75
<i>* Solid Waste performance measures are based on waste diversion controlled by CR&amp;R</i>			

# Performance Measures

## Beaches, Parks & Recreation

Performance Measures	2015-16 Actual	2016-17 Projected	2017-18 Budget
<b>Recreation</b>			
<b>Workload Outputs:</b>			
Number of recreation registrations	20,679	15,802	17,000
Number of attendees at aquatics centers	67,977	71,152	70,000
Number of classes offered	9,950	4,731	5,000
Number of facility bookings	7,859	7,126	7,150
Number of beach, ballfield, and park bookings	6,286	8,442	8,500
Number of partnered community events	48	54	55
Number of attendees at special events	204,245	245,544	245,000
<b>Efficiency:</b>			
Percent of registrations taken on-line	53.9%	48.2%	51.0%
Percentage of total expenditures recovered by revenues	67.1%	68.0%	67.0%
<b>Effectiveness:</b>			
Average number of facility bookings per day	22.0	19.5	21.0
Average number of beach, ballfield, and park bookings per day	17.3	15.2	16.5
Average attendance per class	6.3	6.5	6.4

# Performance Measures

## Beaches, Parks & Recreation

Performance Measures	2015-16 Actual	2016-17 Projected	2017-18 Budget
<b><u>Golf Operating</u></b>			
<b>Workload Outputs:</b>			
Number of golf rounds played - projected	78,768	75,000	75,000
Number of golf course acres maintained	133	133	133
Total revenue generated by the Golf Course	\$2,195,344	\$2,100,000	\$2,100,000
<b>Efficiency:</b>			
Course utilization (rounds played/available tee times*)	86.4%	86.0%	86.0%
Cost per round	\$24.04	\$29.60	\$30.13
Percentage cost of recovery	103.1%	94.0%	94.0%
<b>Effectiveness:</b>			
Number of complaints per 1,000 rounds	1.1	1.5	1.5
Maintenance quality of golf course retained at a level B May through October	100.0%	80.0%	80.0%
Maintenance quality of golf course retained at a level C November through April	100.0%	100.0%	100.0%



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# Staffing

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## **FY 2017-18 Staffing Changes:**

Requests for position changes, new positions, and reclassifications are normally considered during the budgetary process. The following staffing changes for FY 2017-18 will allow departments to address evolving staffing needs to most effectively and efficiently provide City services. (Note: FTE = Full-Time Equivalent)

### **Building**

- Reclassify the Community Development Specialist (1.0 FTE) position to Plans Examiner (1.0 FTE). Classification already exists at the same paygrade.

### **Code Compliance**

- Change allocation of one Limited-Term Senior Code Compliance Officer (1.0 FTE) to General (regular) Senior Code Compliance Officer (1.0 FTE)
- Change allocation of one Limited-Term Code Compliance Technician (1.0 FTE) to General (regular) Code Compliance Technician (1.0 FTE)

### **Finance and Administrative Services**

- Extend the Limited-Term Revenue Analyst (1.0 FTE) position through the end of FY 2017-18

### **Golf**

- Eliminate the Office Specialist II (0.50 FTE) position

### **Planning**

- Reclassify one Associate Planner (1.0 FTE) position to Senior Planner (1.0 FTE)

### **Public Works**

- Add one Management Analyst I (1.0 FTE) position
- Eliminate one Deputy Public Works Director (1.0 FTE) position
- Change the status of the Emergency Planning Coordinator (1.0 FTE) position to Limited Term Emergency Planning Coordinator (1.0 FTE)
- Reclassify the Park Planner (1.0 FTE) position to Associate Civil Engineer (1.0 FTE)

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# Staffing

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## Utilities

- Reclassify one Deputy Public Works Director (1.0 FTE) position to Utilities Director (1.0 FTE)
- Reclassify the Utilities Operations Supervisor –Water (1.0 FTE) position to Assistant Utilities Manager (1.0 FTE)
- Reclassify one Flex Fill Utilities Mechanic I (1.0 FTE) position to Utilities Mechanic II (1.0 FTE)
- Reclassify two Flex Fill Distribution/Collection Systems Operator I (2.0 FTE) positions to Distribution Operator II (2.0 FTE)
- Unfreeze the Water Quality Code Compliance Officer (1.0 FTE) and change the allocation to Limited Term Water Quality Code Compliance Officer (1.0 FTE)

## Recreation

- Increase the time base of two Benefited Part-Time Recreation Specialist positions from (2 @ 0.75=1.5 FTE) to (2.0 FTE)
- Increase the time base of one Benefited Part-Time Recreation Specialist position from (0.50 FTE) to (1.0 FTE)
- Eliminate two (2 @ 0.75=1.5 FTE) Benefited Part-Time Recreation Specialist positions
- Add one Recreation Coordinator (1.0 FTE) position
- Add one Customer Service Specialist II (1.0 FTE) position
- Add one Benefited Part-Time Customer Service Specialist II (0.75 FTE) position
- Reclassify the Assistant Beaches, Parks, and Recreation Director (1.0 FTE) position to Recreation Manager (1.0 FTE)
- Eliminate the frozen Beaches, Parks, and Recreation Director (1.0 FTE) position
- Eliminate the frozen Management Analyst II (1.0 FTE) position
- Reclassify one Recreation Supervisor (1.0 FTE) position to Aquatics Supervisor (1.0 FTE)

## “Frozen” Positions

The City currently has no “frozen” positions at this time.

# Staffing

## FY 2016-17 Midyear Staffing Changes

Department	Change
<b>Code Compliance</b>	
Code Compliance Technician	1.00
Code Compliance Manager	1.00
Code Compliance Supervisor	-1.00
<b>Planning</b>	
Community Outreach Coordinator	-0.75
Associate Planner - Housing	1.00
Community Development Technician I	1.00

## FY 2017-18 Staffing Changes

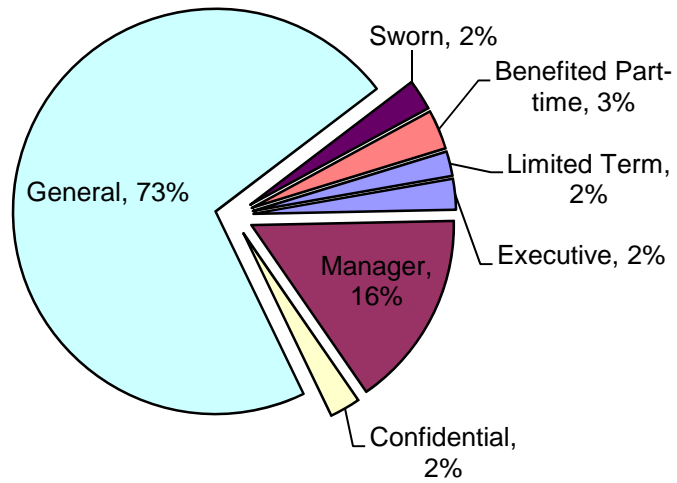
Department	Change
<b>Building</b>	
Community Development Specialist	-1.00
Plans Examiner	1.00
<b>Code Compliance</b>	
Sr. Code Compliance Officer LT	-1.00
Sr. Code Compliance Officer G	1.00
Code Compliance Technician LT	-1.00
Code Compliance Technician G	1.00
<b>Golf</b>	
Office Specialist II	-0.50
<b>Planning</b>	
Associate Planner	-1.00
Senior Planner	1.00
<b>Public Works</b>	
Management Analyst I	1.00
Deputy Public Works Director	-2.00
Emergency Planning Coordinator G	-1.00
Emergency Planning Coordinator LT	1.00
Park Planner	-1.00
Associate Civil Engineer	1.00
<b>Utilities</b>	
Utilities Director	1.00
Assistant Utilities Manager	1.00
Utilities Operations Supervisor - Water	-1.00
Water Quality Code Compliance Officer G	-1.00
Water Quality Code Compliance Officer LT	1.00
<b>Recreation</b>	
Recreation Manager	1.00
Customer Service Specialist II	1.75
Recreation Specialist	1.00
Recreation Specialist	-1.50
Recreation Coordinator	1.00
Assistant Beaches, Parks and Recreation Director	-1.00
Beaches, Parks, and Recreation Director	-1.00
Management Analyst II	-1.00
Recreation Supervisor	-1.00
Aquatics Supervisor	1.00

**Subtotal 2016-17 Changes** **2.25**

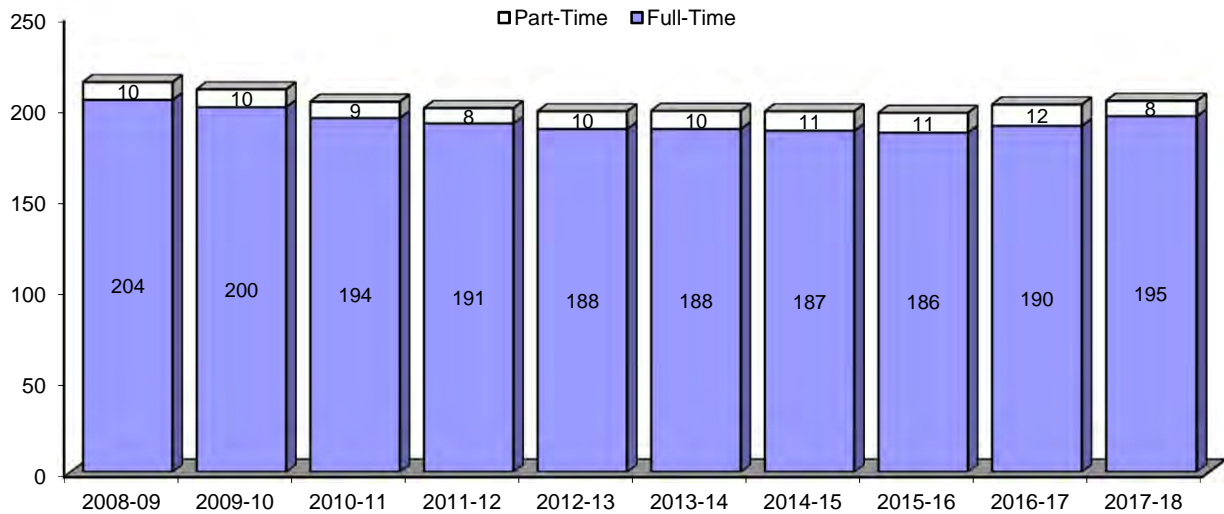
**Subtotal 2017-18 Changes** **-0.25**

# Staffing

## Workforce by Category



## Historical FTE Comparison



# Staffing Chart

	Status	FY 2013-14	FY 2014-15	FY 2015-16	FY 2016-17	FY 2017-18
<b>City Manager</b>						
City Manager	E	1.00	1.00	1.00	1.00	1.00
Executive Assistant	C	1.00	1.00	1.00	1.00	1.00
Public Information Officer (PT)	PT	0.68	0.68	0.68	0.68	0.68
Total Full Time		2.00	2.00	2.00	2.00	2.00
Total Part Time		0.68	0.68	0.68	0.68	0.68
<b>Total City Manager</b>		<b>2.68</b>	<b>2.68</b>	<b>2.68</b>	<b>2.68</b>	<b>2.68</b>
<b>Finance &amp; Admin. Services</b>						
Assistant City Manager/FAS Director	E	1.00	1.00	1.00	1.00	1.00
Senior Administrative Assistant	C	1.00	1.00	1.00	1.00	1.00
Office Specialist (PT)	PT	0.00	0.00	0.00	0.25	0.25
Total Part Time		0.00	0.00	0.00	0.25	0.25
Total Full Time		2.00	2.00	2.00	2.00	2.00
<b>Total Finance &amp; Admin. Services</b>		<b>2.00</b>	<b>2.00</b>	<b>2.00</b>	<b>2.25</b>	<b>2.25</b>
<b>City Clerk</b>						
City Clerk/Executive Analyst	E	1.00	1.00	0.00	0.00	0.00
Legislative Administrator	M	0.00	0.00	1.00	1.00	1.00
Deputy City Clerk	G	1.00	1.00	1.00	1.00	1.00
Records Management Coordinator	G	1.00	1.00	1.00	1.00	1.00
Office Specialist I	G	0.00	0.00	0.00	1.00	1.00
Sr. Office Specialist	G	1.00	1.00	1.00	0.00	0.00
Office Specialist I (PT)	PT	0.50	0.50	0.50	0.25	0.25
Total Full Time		4.00	4.00	4.00	4.00	4.00
Total Part Time		0.50	0.50	0.50	0.25	0.25
<b>Total City Clerk</b>		<b>4.50</b>	<b>4.50</b>	<b>4.50</b>	<b>4.25</b>	<b>4.25</b>
<b>Financial Services</b>						
Deputy Administrative Services Director	M	0.00	0.00	0.00	1.00	1.00
Finance Manager	M	1.00	1.00	1.00	0.00	0.00
Financial Services Officer	M	1.00	1.00	1.00	1.00	1.00
Senior Accountant	G	1.00	1.00	1.00	1.00	1.00
Senior Accounting Specialist	C	1.00	1.00	0.00	0.00	0.00
Payroll Coordinator	C	0.00	0.00	1.00	1.00	1.00
Senior Accounting Specialist	G	0.00	0.00	1.00	1.00	1.00
Accounting Specialist I	G	1.00	1.00	1.00	1.00	1.00
Accounting Specialist II	G	1.00	1.00	0.00	0.00	0.00
Total Full Time		6.00	6.00	6.00	6.00	6.00
<b>Total Financial Services</b>		<b>6.00</b>	<b>6.00</b>	<b>6.00</b>	<b>6.00</b>	<b>6.00</b>
<b>Business Services</b>						
Business Services Officer	M	1.00	1.00	1.00	1.00	1.00
Central Services Assistant	G	0.50	0.50	0.50	0.50	0.50
Business License Specialist	G	0.00	0.00	0.00	1.00	1.00
Revenue Supervisor	G	0.00	0.00	0.00	1.00	1.00
Utility Billing Coordinator	G	1.00	1.00	1.00	0.00	0.00
Utility Billing Specialist II	G	2.11	2.11	2.11	2.11	2.11
Utility Billing Specialist I	G	1.00	1.00	1.00	1.00	1.00
Business Relations Officer	G	1.00	1.00	0.00	0.00	0.00
Revenue Analyst	L	0.00	0.00	0.00	1.00	1.00
Business License Specialist (PT)	PT	0.75	0.75	0.75	0.00	0.00
Total Part Time		0.75	0.75	0.75	0.00	0.00
Total Full Time		6.61	6.61	5.61	7.61	7.61
<b>Total Business Services</b>		<b>7.36</b>	<b>7.36</b>	<b>6.36</b>	<b>7.61</b>	<b>7.61</b>

# Staffing Chart

	Status	FY 2013-14	FY 2014-15	FY 2015-16	FY 2016-17	FY 2017-18
<b>Central Services</b>						
Central Services Assistant	G	0.50	0.50	0.50	0.50	0.50
Total Full Time		0.50	0.50	0.50	0.50	0.50
<b>Total Central Services</b>		<b>0.50</b>	<b>0.50</b>	<b>0.50</b>	<b>0.50</b>	<b>0.50</b>
<b>General Liability</b>						
Human Resources Analyst II	C	1.00	1.00	0.00	0.00	0.00
Risk Management/Human Resources Officer	M	0.00	0.00	0.00	0.75	0.75
Sr. Risk Management Coordinator	C	0.00	0.00	1.00	0.00	0.00
Total Full Time		1.00	1.00	1.00	0.75	0.75
<b>Total General Liability</b>		<b>1.00</b>	<b>1.00</b>	<b>1.00</b>	<b>0.75</b>	<b>0.75</b>
<b>Information Technology</b>						
Information Systems Manager	M	1.00	1.00	0.00	0.00	0.00
Information Technology Manager	M	0.00	0.00	1.00	1.00	1.00
Sr. Information Technology Specialist	M	0.00	0.00	1.00	1.00	1.00
Information Systems Analyst	C	1.00	1.00	0.00	0.00	0.00
Information Systems Specialist	G	2.00	2.00	0.00	0.00	0.00
Information Technology Analyst I/II	G	0.00	0.00	2.00	2.00	2.00
GIS Coordinator	G	1.00	1.00	1.00	1.00	1.00
Systems Applications Analyst	G	0.00	0.00	0.00	1.00	1.00
Total Full Time		5.00	5.00	5.00	6.00	6.00
<b>Total Information Technology</b>		<b>5.00</b>	<b>5.00</b>	<b>5.00</b>	<b>6.00</b>	<b>6.00</b>
<b>Human Resources</b>						
Human Resources Manager	M	1.00	1.00	1.00	1.00	1.00
Risk Management/Human Resources Officer	M	0.00	0.00	0.00	0.25	0.25
Human Resources Analyst II	C	1.00	1.00	1.00	1.00	1.00
Human Resources Technician	C	1.00	1.00	0.00	0.00	0.00
Human Resources Specialist	C	0.00	0.00	1.00	1.00	1.00
Office Specialist I (PT)	PT	0.00	0.00	0.00	0.25	0.25
Total Full Time		3.00	3.00	3.00	3.25	3.25
Total Part Time		0.00	0.00	0.00	0.25	0.25
<b>Total Human Resources</b>		<b>3.00</b>	<b>3.00</b>	<b>3.00</b>	<b>3.50</b>	<b>3.50</b>
<b>Engineering</b>						
Assistant City Engineer	M	2.00	2.00	0.00	0.00	0.00
Deputy Public Works Director	M	0.00	0.00	2.00	2.00	0.00
Transportation Engineering Manager	M	1.00	1.00	1.00	1.00	1.00
Associate Civil Engineer	M	1.00	1.00	1.00	1.00	2.00
Assistant Engineer	G	5.00	5.00	5.00	5.00	5.00
Sr. Construction Inspector	G	1.00	1.00	1.00	1.00	1.00
Sr. Engineering Technician	G	2.00	2.00	2.00	2.00	2.00
Principal Civil Engineer/Asset Manager	M	0.00	0.00	0.00	1.00	1.00
Principal Civil Engineer	M	1.00	1.00	1.00	0.00	0.00
Senior Civil Engineer	M	4.00	4.00	4.00	4.00	4.00
Construction Inspector	G	1.00	1.00	1.00	1.00	1.00
Administrative Assistant	G	1.00	1.00	1.00	1.00	1.00
Office Specialist II	G	0.60	0.60	0.60	0.60	0.60
Park Planner	G	0.00	0.00	1.00	1.00	0.00
Technical Applications Specialist	G	0.25	0.25	0.25	0.00	0.00
Office Specialist II (PT)	PT	0.50	0.50	0.50	0.50	0.50
Total Full Time		19.85	19.85	20.85	20.60	18.60
Total Part Time		0.50	0.50	0.50	0.50	0.50
<b>Total Engineering</b>		<b>20.35</b>	<b>20.35</b>	<b>21.35</b>	<b>21.10</b>	<b>19.10</b>

# Staffing Chart

	Status	FY 2013-14	FY 2014-15	FY 2015-16	FY 2016-17	FY 2017-18
<b>Building</b>						
Deputy Community Development Director	M	0.00	0.00	0.00	1.00	1.00
Building Official	M	1.00	1.00	1.00	0.00	0.00
Senior Building Inspector	G	2.00	2.00	2.00	2.00	2.00
Plans Examiner	G	1.00	1.00	1.00	1.00	2.00
Sr. Plan Check Engineer	M	1.00	1.00	1.00	1.00	1.00
Building Inspector II	G	1.00	1.00	1.00	1.00	1.00
Building Inspector I/II	L	0.00	2.00	2.00	2.00	2.00
Senior Permit Technician	G	1.00	1.00	1.00	1.00	1.00
Permit Technician	G	1.00	1.00	1.00	1.00	1.00
Administrative Assistant	G	1.00	1.00	1.00	1.00	1.00
Technical Applications Specialist	G	0.25	0.25	0.25	0.00	0.00
Community Development Specialist	G	1.00	1.00	1.00	1.00	0.00
Customer Service Specialist II	G	1.00	1.00	0.00	0.00	0.00
Permit Technician (PT)	PT	0.00	0.75	0.75	0.75	0.75
Total Full Time		11.25	13.25	12.25	12.00	12.00
Total Part Time		0.00	0.75	0.75	0.75	0.75
<b>Total Building</b>		<b>11.25</b>	<b>14.00</b>	<b>13.00</b>	<b>12.75</b>	<b>12.75</b>
<b>Code Compliance</b>						
Code Compliance Manager	M	0.00	0.00	0.00	0.00	1.00
Code Compliance Supervisor	G	1.00	1.00	1.00	1.00	0.00
Senior Code Compliance Officer	G	1.00	1.00	0.00	0.00	1.00
Code Compliance Officer	G	2.00	2.00	1.00	1.00	1.00
Code Compliance Officer	L	0.00	0.00	1.00	0.00	0.00
Senior Code Compliance Officer	L	0.00	0.00	0.00	1.00	0.00
Code Compliance Technician	G	0.00	0.00	0.00	0.00	2.00
Code Compliance Technician	L	0.00	0.00	1.00	1.00	0.00
Office Specialist II	G	0.00	0.00	0.00	1.00	1.00
Office Specialist II (PT)	PT	0.75	0.75	0.90	0.00	0.00
Total Full Time		4.00	4.00	4.00	5.00	6.00
Total Part Time		0.75	0.75	0.90	0.00	0.00
<b>Total Code Compliance</b>		<b>4.75</b>	<b>4.75</b>	<b>4.90</b>	<b>5.00</b>	<b>6.00</b>
<b>Planning</b>						
City Planner	M	1.00	1.00	1.00	1.00	1.00
Principal Planner	L	1.00	0.00	0.00	0.00	0.00
Senior Planner	M	0.00	0.00	1.00	1.00	2.00
Associate Planner	G	6.00	6.00	5.00	5.00	5.00
Housing Programs Planner	G	1.00	1.00	0.00	0.00	0.00
Community Outreach Coordinator	G	0.00	0.00	1.00	0.75	0.00
Community Development Technician I	G	0.00	0.00	0.00	0.00	1.00
Administrative Assistant	G	1.00	1.00	1.00	0.00	0.00
Office Specialist I	G	0.00	0.00	0.00	1.00	1.00
Office Specialist II	G	1.00	1.00	1.00	0.00	0.00
Technical Applications Specialist	G	0.25	0.25	0.25	0.00	0.00
Total Full Time		11.25	10.25	10.25	8.75	10.00
<b>Total Planning</b>		<b>11.25</b>	<b>10.25</b>	<b>10.25</b>	<b>8.75</b>	<b>10.00</b>

# Staffing Chart

	Status	FY 2013-14	FY 2014-15	FY 2015-16	FY 2016-17	FY 2017-18
<b>Community Development Admin.</b>						
Community Development Director	E	1.00	1.00	1.00	1.00	1.00
Management Analyst I	G	0.00	0.00	0.00	1.00	1.00
Administrative Assistant	G	0.50	0.50	0.50	1.00	1.00
Technical Applications Specialist	G	0.25	0.25	0.25	0.00	0.00
Customer Service Specialist II	G	0.00	0.00	1.00	1.00	1.00
Total Full Time		1.75	1.75	2.75	4.00	4.00
<b>Total CD Administration</b>		<b>1.75</b>	<b>1.75</b>	<b>2.75</b>	<b>4.00</b>	<b>4.00</b>
<b>Water</b>						
Utilities Director	E	0.00	0.00	0.00	0.00	0.50
Utilities Manager	M	0.45	0.45	0.45	0.45	0.45
Assistant Utilities Manager	M	0.00	0.00	0.00	0.00	0.75
Utilities Operations Supervisor	M	1.45	1.45	1.45	1.45	0.45
Sr. Office Specialist	G	0.50	0.50	0.50	0.50	0.50
Office Specialist I	G	0.50	0.50	0.50	0.50	0.50
Lead Operator	G	3.00	3.00	2.00	2.00	2.00
System Operations/Water Quality Coordinator	G	0.00	0.00	1.00	1.00	1.00
Chief Operator	G	1.20	1.20	1.20	1.20	1.20
Plant Operator III	G	0.25	0.65	0.65	0.65	0.65
Plant Operator II	G	1.40	1.00	1.00	1.00	1.00
Lead Electrical Instrumentation Technician	G	0.40	0.40	0.40	0.40	0.40
Electrical Instrumentation Technician II	G	0.40	0.40	0.40	0.40	0.40
Electrical Instrumentation Technician I	G	0.40	0.40	0.40	0.40	0.40
Utilities Mechanic II	G	0.40	0.40	0.40	0.40	1.25
Utilities Mechanic I	G	0.85	0.85	0.85	0.85	0.00
Utilities Mechanic OIT	G	0.45	0.45	0.00	0.00	0.00
Utilities Mechanic In-Training	G	0.00	0.00	0.45	0.45	0.45
Utilities Chief Mechanic	G	0.40	0.40	0.40	0.40	0.40
Maintenance Leadworker	G	1.00	1.00	1.00	1.00	1.00
Utility Customer Service Representative	G	1.00	1.00	1.00	1.00	1.00
Distribution/Collection Systems Operator I	G	0.00	1.00	1.00	1.00	0.00
Distribution Operator II	G	8.00	7.00	7.00	7.00	8.00
SCADA Technician	G	0.50	0.50	0.00	0.00	0.00
SCADA Specialist	G	0.00	0.00	0.50	0.50	0.50
Senior Management Analyst	G	0.50	0.50	0.00	0.00	0.00
CMMS Coordinator	G	0.00	0.00	0.00	0.32	0.32
Lucity CMMS Administrator	G	0.00	0.00	0.32	0.00	0.00
Management Analyst II	G	0.50	0.50	0.00	0.50	0.50
Utility Support/Budget Coordinator	G	0.00	0.00	0.50	0.50	0.50
Water Conservation Analyst	G	0.85	0.85	0.85	0.85	0.85
Recycled Water Specialist	L	0.00	0.00	1.00	1.00	1.00
Laboratory Coordinator	G	0.00	0.00	0.00	0.30	0.30
Laboratory Supervisor	G	0.30	0.30	0.30	0.00	0.00
Laboratory Technician II	G	0.00	0.30	0.30	0.30	0.30
Laboratory Technician I	G	0.30	0.00	0.00	0.00	0.00
Total Full Time		25.00	25.00	25.82	26.32	26.57
<b>Total Water</b>		<b>25.00</b>	<b>25.00</b>	<b>25.82</b>	<b>26.32</b>	<b>26.57</b>



# Staffing Chart

	Status	FY 2013-14	FY 2014-15	FY 2015-16	FY 2016-17	FY 2017-18
<b>Sewer</b>						
Utilities Director	E	0.00	0.00	0.00	0.00	0.50
Utilities Manager	M	0.45	0.45	0.45	0.45	0.45
Assistant Utilities Manager	M	0.00	0.00	0.00	0.00	0.20
Utility Operations Supervisor	M	1.40	1.40	1.40	1.40	1.40
Sr. Office Specialist	G	0.50	0.50	0.50	0.50	0.50
Office Specialist I	G	0.50	0.50	0.50	0.50	0.50
Lead Operator	G	0.50	0.50	0.50	0.50	0.50
Chief Operator	G	1.50	1.50	1.50	1.50	1.50
Plant Operator III	G	1.65	4.15	4.15	4.15	4.15
Plant Operator II	G	2.50	0.00	0.00	0.00	0.00
Lead Electrical Instrumentation Technician	G	0.60	0.60	0.60	0.60	0.60
Electrical Instrumentation Technician II	G	0.60	0.60	0.60	0.60	0.60
Electrical Instrumentation Technician I	G	0.45	0.45	0.45	0.45	0.45
Utilities Mechanic II	G	0.45	0.45	0.45	0.45	1.60
Utilities Mechanic I	G	1.15	1.15	1.15	1.15	0.00
Utilities Chief Mechanic	G	0.60	0.60	0.60	0.60	0.60
Utilities Mechanic OIT	G	0.55	0.55	0.00	0.00	0.00
Utilities Mechanic In-Training	G	0.00	0.00	0.55	0.55	0.55
Distribution/Collection Systems Operator I	G	2.10	2.10	2.10	3.10	0.00
Collection Systems Operator II	G	0.50	0.50	0.50	0.50	3.60
Laboratory Technician II	G	0.00	0.70	0.70	0.70	0.70
Laboratory Technician I	G	0.70	0.00	0.00	0.00	0.00
SCADA Technician	G	0.50	0.50	0.00	0.00	0.00
SCADA Specialist	G	0.00	0.00	0.50	0.50	0.50
Management Analyst II	G	0.50	0.50	0.00	0.50	0.50
Utility Support/Budget Support	G	0.00	0.00	0.50	0.50	0.50
Senior Management Analyst	G	0.50	0.50	0.00	0.00	0.00
CMMS Coordinator	G	0.00	0.00	0.00	0.34	0.34
Lucity CMMS Administrator	G	0.00	0.00	0.34	0.00	0.00
Water Conservation Analyst	G	0.15	0.15	0.15	0.15	0.15
Laboratory Coordinator	G	0.00	0.00	0.00	0.70	0.70
Laboratory Supervisor	G	0.70	0.70	0.70	0.00	0.00
Total Full Time		19.05	19.05	18.89	20.39	21.09
<b>Total Sewer</b>		<b>19.05</b>	<b>19.05</b>	<b>18.89</b>	<b>20.39</b>	<b>21.09</b>
<b>Environmental Services Operating</b>						
Water Quality Code Compliance Officer	G	2.00	2.00	2.00	2.00	1.00
Water Quality Code Compliance Officer	LT	0.00	0.00	0.00	0.00	1.00
Environmental Programs Supervisor	M	0.00	0.00	0.00	1.00	1.00
Sr. Management Analyst	M	1.00	1.00	1.00	0.00	0.00
Office Specialist II	G	0.40	0.40	0.40	0.40	0.40
Total Full Time		3.40	3.40	3.40	3.40	3.40
<b>Total Environmental Services Operating</b>		<b>3.40</b>	<b>3.40</b>	<b>3.40</b>	<b>3.40</b>	<b>3.40</b>
<b>Storm Drain Utility</b>						
Utilities Manager	M	0.10	0.10	0.10	0.10	0.10
Assistant Utilities Manager	M	0.00	0.00	0.00	0.00	0.05
Utility Operations Supervisor	M	0.15	0.15	0.15	0.15	0.15
Chief Operator	G	0.30	0.30	0.30	0.30	0.30
Lead Operator	G	0.50	0.50	0.50	0.50	0.50
CMMS Coordinator	G	0.00	0.00	0.00	0.04	0.04
Lucity CMMS Administrator	G	0.00	0.00	0.04	0.00	0.00
Plant Operator III	G	0.10	0.20	0.20	0.20	0.20
Plant Operator II	G	0.10	0.00	0.00	0.00	0.00
Electrical Instrumentation Technician I	G	0.15	0.15	0.15	0.15	0.15
Utilities Mechanic II	G	0.15	0.15	0.15	0.15	0.15

# Staffing Chart

	Status	FY 2013-14	FY 2014-15	FY 2015-16	FY 2016-17	FY 2017-18
Distribution/Collection System Operator I	G	0.90	0.90	0.90	0.90	0.00
Collection Systems Operator II	G	0.50	0.50	0.50	0.50	1.40
Total Full Time		2.95	2.95	2.99	2.99	3.04
<b>Total Storm Drain Utility</b>		<b>2.95</b>	<b>2.95</b>	<b>2.99</b>	<b>2.99</b>	<b>3.04</b>
<b>Public Works Administration</b>						
Public Works Director/City Engineer	E	1.00	1.00	1.00	1.00	1.00
Emergency Planning Officer	M	1.00	1.00	0.00	0.00	0.00
Emergency Planning Coordinator	LT	0.00	0.00	1.00	1.00	1.00
Management Analyst I	G	0.00	0.00	0.00	0.00	1.00
Administrative Assistant	G	0.50	0.50	0.50	0.00	0.00
Total Full Time		2.50	2.50	2.50	2.00	3.00
<b>Total Public Works Administration</b>		<b>2.50</b>	<b>2.50</b>	<b>2.50</b>	<b>2.00</b>	<b>3.00</b>
<b>Maintenance Services</b>						
Maintenance Superintendent	M	0.00	1.00	0.00	0.00	0.00
Maintenance Manager	M	0.00	0.00	1.00	1.00	1.00
Maintenance Services Manager	M	1.00	0.00	0.00	0.00	0.00
Beaches & Parks Maintenance Manager	M	1.00	1.00	0.00	0.00	0.00
Beaches & Parks Maintenance Supervisor	M	0.00	0.00	1.00	0.00	0.00
Maintenance Operations Supervisor	M	1.00	1.00	1.00	2.00	2.00
Facilities Maintenance Coordinator	G	1.00	1.00	1.00	1.00	1.00
Sr. Facilities Maintenance Specialist	G	1.00	1.00	1.00	1.00	1.00
Facilities Maintenance Specialist I	G	1.00	0.00	0.00	0.00	0.00
Facilities Maintenance Specialist II	G	1.00	2.00	2.00	2.00	2.00
Maintenance Leadworker	G	1.00	1.00	1.00	1.00	1.00
Master Electrician	G	1.00	1.00	1.00	1.00	1.00
Electrician II	G	2.00	2.00	2.00	2.00	2.00
CMMS Coordinator	G	0.00	0.00	0.00	0.30	0.30
Lucy CMMS Administrator	G	0.00	0.00	0.30	0.00	0.00
Parking Meter Technician	G	1.00	1.00	1.00	1.00	1.00
Maintenance Worker II	G	5.00	5.00	5.00	5.00	5.00
Administrative Assistant	G	1.00	1.00	1.00	1.00	1.00
Sr. Communications Technician	G	1.00	1.00	0.00	0.00	0.00
Contract Maintenance Coordinator	G	1.00	1.00	1.00	1.00	1.00
Maintenance Contract Inspector	G	3.00	3.00	3.00	3.00	3.00
Maintenance Inspection Coordinator	G	0.00	0.00	0.00	1.00	1.00
Beaches and Parks Inspection Coordinator	G	1.00	1.00	1.00	0.00	0.00
Facilities Maintenance Coordinator	G	1.00	1.00	1.00	1.00	1.00
Office Specialist II	G	0.00	0.00	0.00	1.00	1.00
Office Specialist I	G	0.00	1.00	1.00	0.00	0.00
Total Full Time		20.00	26.00	25.30	25.30	25.30
<b>Total Maintenance Services</b>		<b>20.00</b>	<b>26.00</b>	<b>25.30</b>	<b>25.30</b>	<b>25.30</b>
<b>Solid Waste Management</b>						
Environmental Services Coordinator	G	1.00	1.00	1.00	1.00	1.00
Total Full Time		1.00	1.00	1.00	1.00	1.00
<b>Total Solid Waste Management</b>		<b>1.00</b>	<b>1.00</b>	<b>1.00</b>	<b>1.00</b>	<b>1.00</b>
<b>Beaches, Parks &amp; Recreation Administration</b>						
Beaches, Parks & Recreation Director	M	1.00	1.00	1.00	1.00	0.00
Assistant Beaches, Parks & Recreation Director	M	0.00	0.00	0.00	1.00	0.00
Park Planner	M	1.00	1.00	0.00	0.00	0.00
Management Analyst II	G	1.00	1.00	1.00	1.00	0.00
Administrative Assistant	G	1.00	1.00	1.00	1.00	1.00
Total Full Time		4.00	4.00	3.00	4.00	1.00
<b>Total Beaches, Parks &amp; Recreation Administration</b>		<b>4.00</b>	<b>4.00</b>	<b>3.00</b>	<b>4.00</b>	<b>1.00</b>

# Staffing Chart

	Status	FY 2013-14	FY 2014-15	FY 2015-16	FY 2016-17	FY 2017-18
<b>Recreation</b>						
Recreation Manager	M	1.00	1.00	1.00	0.00	1.00
Aquatics Supervisor	G	0.00	0.00	0.00	0.00	1.00
Recreation Supervisor	G	3.00	3.00	3.00	3.00	2.00
Recreation Coordinator	G	4.00	4.00	4.00	4.00	5.00
Recreation Specialist	G	1.00	1.00	1.00	1.00	4.00
Sr. Customer Service Specialist	G	1.00	1.00	1.00	1.00	1.00
Customer Service Specialist II	G	1.00	1.00	1.00	1.00	2.00
Customer Service Specialist II	PT	0.00	0.00	0.00	0.00	0.75
Recreation Specialist (PT)	PT	4.00	4.00	4.00	4.25	0.75
Total Full Time		11.00	11.00	11.00	10.00	16.00
Total Part Time		4.00	4.00	4.00	4.25	1.50
<b>Total Recreation</b>		<b>15.00</b>	<b>15.00</b>	<b>15.00</b>	<b>14.25</b>	<b>17.50</b>
<b>Marine Safety</b>						
Marine Safety Chief	S	1.00	1.00	1.00	1.00	1.00
Marine Safety Lieutenant	S	1.00	1.00	1.00	1.00	1.00
Marine Safety Officer	S	3.00	3.00	3.00	3.00	3.00
Office Specialist II (PT)	PT	0.75	0.75	0.75	0.75	0.75
Ocean Lifeguard Supervisor (PT)	PT	1.50	1.50	1.50	1.50	1.50
Total Full Time		5.00	5.00	5.00	5.00	5.00
Total Part Time		2.25	2.25	2.25	2.25	2.25
<b>Total Marine Safety</b>		<b>7.25</b>	<b>7.25</b>	<b>7.25</b>	<b>7.25</b>	<b>7.25</b>
<b>Golf Course</b>						
Golf Course Manager	M	1.00	1.00	1.00	1.00	1.00
Golf Course Maintenance Leadworker	G	0.00	0.00	0.00	1.00	1.00
Maintenance Leadworker	G	1.00	1.00	1.00	0.00	0.00
Golf Course Mechanic	G	1.00	1.00	1.00	1.00	1.00
Golf Course Maintenance Worker	G	5.00	5.00	5.00	4.00	4.00
Golf Course Groundskeeper I/II	G	0.00	0.00	0.00	2.00	2.00
Office Specialist II (PT)	PT	0.50	0.50	0.50	0.50	0.00
Total Full Time		8.00	8.00	8.00	7.00	7.00
Total Part Time		0.50	0.50	0.50	2.50	2.00
<b>Total Golf Course</b>		<b>8.50</b>	<b>8.50</b>	<b>8.50</b>	<b>9.50</b>	<b>9.00</b>
<b>Grand Total Full Time</b>		<b>188.11</b>	<b>187.11</b>	<b>186.11</b>	<b>189.86</b>	<b>195.11</b>
<b>Grand Total Benefited Part Time (FTE)*</b>		<b>9.93</b>	<b>10.68</b>	<b>10.83</b>	<b>11.68</b>	<b>8.43</b>
<b>Total</b>		<b>198.04</b>	<b>197.79</b>	<b>196.94</b>	<b>201.54</b>	<b>203.54</b>

\*Includes only Benefited Part-time positions. FTE's for hourly, non-benefited Part-time staff are not included in the Staffing Chart.

atus: E = Executive, M = Manager, C = Confidential, G = General, S = Sworn, PT = Benefited Part-Time, L = Limited-Ter

# Contract Staffing Chart

	FY 2013-14	FY 2014-15	FY 2015-16	FY 2016-17	FY 2017-18
<b>Fire Contract (OCFA)</b>					
Battalion Chief	3.00	3.00	3.00	3.00	3.00
Fire Captains	6.00	6.00	6.00	6.00	6.00
Fire Paramedic Captains	3.00	3.00	3.00	3.00	3.00
Fire Engineers	6.00	6.00	6.00	6.00	6.00
Paramedic Engineers	3.00	3.00	3.00	3.00	3.00
Paramedic Firefighters	9.00	9.00	9.00	9.00	12.00
Firefighters	6.00	6.00	6.00	6.00	6.00
Emergency Transport Technicians	6.00	6.00	6.00	6.00	6.00
Ambulance Drivers - (Hourly Part-time/Seasonal)*	0.00	8.00	8.00	0.00	0.00
<b>Total Fire Contract</b>	<b>42.00</b>	<b>50.00</b>	<b>50.00</b>	<b>42.00</b>	<b>45.00</b>
<b>Police Contract (OCSD)</b>					
Lieutenant	1.00	1.00	1.00	1.00	1.00
Patrol Sergeant	4.00	4.00	4.00	4.00	4.00
Administrative Sergeant	1.00	1.00	1.00	1.00	1.00
Investigator	3.00	3.00	3.00	4.00	4.00
Investigator (Non-benefited half-time)	1.00	1.00	1.00	0.50	0.00
Deputy	31.00	30.00	30.00	31.00	31.00
Deputy/Motorcycle	4.00	4.00	3.00	2.00	2.00
Community Services Officer	4.00	4.00	4.00	4.00	4.00
Crime Prevention Specialist (Non-benefited half-time)	1.00	1.00	0.00	0.50	0.50
Staff Assistant	1.00	1.00	1.00	0.00	0.00
Office Specialist	3.00	2.00	2.00	2.00	2.00
<b>Total Police Contract</b>	<b>54.00</b>	<b>52.00</b>	<b>50.00</b>	<b>50.00</b>	<b>49.50</b>
<b>Animal Services Contract</b>					
General Manager	1.00	1.00	1.00	1.00	1.00
Animal Services Officer	2.00	2.00	2.00	2.00	2.00
Kennel Attendant	3.00	3.00	3.00	3.00	3.00
Animal Services Supervisor	1.00	1.00	1.00	1.00	1.00
Customer Service Specialist II	1.00	1.00	1.00	1.00	1.00
<b>Total Animal Services Contract</b>	<b>8.00</b>	<b>8.00</b>	<b>8.00</b>	<b>8.00</b>	<b>8.00</b>
<b>Fleet Contract</b>					
General Manager	1.00	0.80	0.80	0.80	0.80
Technician II	2.00	2.00	2.00	2.00	2.00
Office Clerk	0.75	0.75	0.75	0.75	0.75
<b>Total Fleet Contract</b>	<b>3.75</b>	<b>3.55</b>	<b>3.55</b>	<b>3.55</b>	<b>3.55</b>

**NOTE:** FTE's for hourly, non-benefited Part-time staff are not included in the FY 2017-18 Staffing Chart, with the exception of 1 half-time crime prevention specialist for Police Contract with OCSD.

\*In FY 2016-17, the seasonal ambulance service with OCSD was replaced by a 2nd full-time ambulance provided by contract with a private ambulance carrier.

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# Glossary

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**AB939:**

In 1989, Assembly Bill 939, known as the Integrated Waste Management Act, was passed because of the increase in waste stream and the decrease in landfill capacity. Mandates a reduction of waste being disposed: jurisdictions were required to meet diversion goals of 25% by 1995 and 50% by the year 2000. AB 939 also established an integrated framework for program implementation, solid waste planning, and solid waste facility and landfill compliance.

**AB2928:**

A State of California Assembly Bill entitled "Traffic Congestion Relief Act" that provides funding for the street and highway pavement maintenance, rehabilitation and reconstruction of necessary associated facilities.

**Accounting System:**

The City's financial set of records and procedures that record, classify, and report information on the status and operations of the City.

**Accrual Basis Accounting:**

Under this accounting method, transactions are recognized when they occur, regardless of the timing of related cash receipts and disbursements. All proprietary and fiduciary funds are accounted for using the accrual basis of accounting.

**Air Quality Improvement Fund:**

The Air Quality Improvement Fund is used to account for revenues and expenditures relating to the reduction of vehicle pollution.

**Amortization:**

The process of decreasing, or accounting for, an amount over a period of time.

**Appropriation:**

An authorization made by the City Council which permits officials to incur obligations against and to make expenditures of governmental resources. Appropriations are typically granted for a one-year period.

**Appropriation Ordinance:**

The official legal document approved by the City Council authorizing city officials to obligate and expend resources.

**Assessed Valuation:**

The estimated value of real and personal property used by the Orange County Assessor as the basis for levying property taxes.

**Balanced Budget:**

A balanced budget is one in which total expenditures equal total revenue. An entity has a budget surplus if expenditures are less than revenues. It has a budget deficit if expenditures are greater than revenues.

**Bond (Debt Instrument):**

A written promise to pay a specified sum of money at a specified future date, at a specified interest rate. Bonds are typically used to finance capital facilities.

**Bond Rating:**

The City has an "issuer bond rating" of AAA awarded by the rating firm of Standard & Poor's. An obligation rated "AAA" is the highest rating assigned by Standard & Poor's. This means that the City's capacity to meet its financial commitment on the debt obligation is extremely strong.

**Budget:**

A financial plan, including proposed expenditures and estimated revenues, for a period in the future.

**Budget Document:**

The official financial spending and resource plan submitted by the City Manager and adopted by the City Council explaining the approved budget to the public and City Council.

**California Public Employees Retirement System (CalPERS):**

Public Employees Retirement System provided for Public Safety personnel by the State of California.

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# Glossary

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**Capital Assets:**

Assets of significant value and having a useful life of several years. Capital assets are also called fixed assets.

**Capital Improvements:**

Buildings, structures, or attachments to land such as sidewalks, trees, drives, pipelines, drains and sewers.

**Capital Improvement Program (CIP):**

A plan, over a period of six years, setting forth each capital project; the amount to be expended in each year; and the method of financing capital expenditures.

**Capital Projects Fund:**

In governmental accounting, this is a fund that accounts for financial resources to be used for the acquisition or construction of capital facilities. The total cost of a capital project is accumulated in a single expenditure account which accumulates until the project is completed, at which time the fund ceases to exist.

**Capital Outlay:**

Expenditures which result in the acquisition of or additions to fixed assets. Examples include land, buildings, machinery and equipment, and construction projects.

**Community Development Block Grant (CDBG):**

Federal grant funds distributed from the U.S. Department of Housing and Urban Development (HUD). The City primarily uses these funds for housing rehabilitation, public improvements, and local public service programs.

**Carry Forward Projects:**

Capital improvement projects approved in prior fiscal years which have been brought forward into the new fiscal year budget.

**Central Services Fund:**

The Central Services Fund is used to account for the cost of providing central mail, reprographic services and for the operating costs of routine and emergency communications for all City Departments.

**California Joint Powers Insurance Authority (CJPIA):**

This is a public-entity risk pool comprised of a cooperative group of governmental agencies joined together to finance the exposure of liability and workers' compensation risks. The City is self-insured for both liability and workers' compensation insurance. CJPIA provides excess coverage on liability losses.

**Citizens Options for Public Safety (COPS) Grant:**

The City receives these funds based on California legislative approval of the annual appropriation to counties and cities for public safety. The grants are distributed based on population. The funds are restricted to "front-line" law enforcement efforts and are used to partially fund a deputy position.

**Clean Ocean Fund:**

This fund, created in January of 2003, accounts for activities associated with improving surface water quality and for complying with Federal and State mandated storm water/urban runoff discharge issues.

**Clean Ocean Improvement Reserve:**

The Clean Ocean Improvement Reserve provides for capital improvements necessary to comply with the requirements of the State of California clean ocean water quality program.

**Clean Water Act (CWA):**

The primary federal law in the U.S. governing water pollution. Its objective is to restore and maintain the chemical, physical, and biological integrity of the nation's waters by preventing point and nonpoint pollution sources, providing assistance to publicly owned treatment works for the improvement of wastewater treatment, and maintaining the integrity of wetlands.

**Coastal Advisory Committee (CAC):**

A City Council appointed committee to make recommendations on coastal zone policies and to serve as an advocate on coastal related issues.

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# Glossary

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***Coastal Animal Services Authority (CASA):***

The Joint Powers Agency (JPA) which provides animal control and shelter for the cities of San Clemente and Dana Point.

***Computerized Maintenance Management System (CMMS):***

A computer database of information about the City's maintenance operations.

***Consolidated Omnibus Budget Reconciliation Act (COBRA):***

Congress passed the landmark Consolidated Omnibus Budget Reconciliation Act (COBRA) health benefit provisions in 1986. The law amends the Employee Retirement Income Security Act (ERISA), the Internal Revenue Code and the Public Health Service Act to provide continuation of group health coverage that otherwise would be terminated.

***Cost of Living Allowance (COLA):***

Cost of Living Allowance agreed to between the City and the San Clemente City Employee Association (SCCEA).

***Comprehensive Annual Financial Report (CAFR):***

The official financial report of the City. It includes an audit opinion as well as basic financial statements and supporting schedules necessary to demonstrate compliance with finance-related legal and contractual provisions.

***Constant Dollars:***

A measure of the cost of goods or services with the effects of inflation removed.

***Contingency:***

A budgetary reserve set aside for emergencies or unforeseen expenditures not otherwise budgeted.

***Contingent Liabilities:***

Items which may become liabilities of the City but are undetermined at a given date, such as pending lawsuits, unsettled disputed claims, unfilled purchase orders, and uncompleted contracts.

***Contract Services:***

Services provided to the City from the private sector or other public agencies.

***Contributed Capital:***

Resources which are externally restricted for the acquisition or construction of capital assets. This category includes, but is not limited to, capital grants, residual equity transfers in and contributions from developers.

***Cost Allocation:***

A fair and equitable methodology for identifying and distributing direct and indirect costs, from a service provider to the service consumer. In the City's case, the general fund is the service provider, while the external funds are the service consumer.

***Debt Service:***

Payment of interest and repayment of principal to holders of the City's debt instruments.

***Debt Service Fund:***

A fund established to account for the accumulation of resources for the payment of long-term debt principal and interest.

***Decision Package:***

A standardized format whereby departments may request budgetary consideration for new programs, positions, capital equipment, and reclassification.

***Deficit:***

The excess of liabilities over assets.

***Depreciation:***

Cost recorded based on an assets estimated useful life due to a decrease in value based on wear and tear, decay and general decline in value.

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# Glossary

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**Developer Fees:**

Fees that are charged for specific Community Development services.

**Developers Improvement Fund:**

The Developers Improvement Fund is used to account for the proceeds of settlements from developers and the future costs of maintaining and/or improving the streets or other infrastructure in the related development tracts.

**Electronic Document Management System (EDMS):**

The City implemented a two-year project in 2000 to convert the City's current and future records from paper to electronic storage. The Electronic Document Management System (EDMS) provides a program that allows retrieval of stored documents by staff and the public. Within the Central Services Fund, funding is appropriated for the on-going conversion of documents to the system. Divisions are allocated EDMS charges through interdepartmental charges, one year in arrears, for the scanning of documents.

**Encumbrance:**

An amount of money committed for the payment of goods and services not yet received or paid for.

**Enterprise Fund:**

In governmental accounting, a fund that provides goods or services to the public for a fee that makes the entity self-supporting. It basically follows GAAP as does a commercial enterprise.

**Environmental Protection Agency (EPA) Grant:**

The Environmental Protection Agency (EPA) grant funding is dispersed by the EPA to the City via project-specific grants for the planning and implementation of urban runoff water quality improvement initiatives. Under terms of these grants, the City is required to provide matching funds for 45% of the project cost.

**Expenditures:**

Accounts kept on the accrual or modified accrual basis of accounting to track when expenditures are recognized, such as goods are received or services rendered.

**Facilities Maintenance Reserve:**

The Facilities Maintenance Reserve provides a funding source for maintenance of City facilities. Facilities maintenance expenditures include costs such as flooring replacement, roof replacement, interior and exterior painting, HVAC replacement and parking lot seal coat/stripping for all City facilities, plus the compressor, speed drive and boiler for the City pool.

**Federal Emergency Management Agency (FEMA):**

Federal Emergency Management Agency. A Federal Agency that supports citizens and first responders to ensure that we work as a nation to build, sustain and improve our capability to prepare for, protect against, respond to, and recover from all hazards.

**Federal Safe Water Drinking Act (SDWA):**

The principal federal law in the U.S. intended to ensure safe drinking water for the public. SDWA applies to every public water system in the U.S.; however, it does not regulate bottled water.

**Fiduciary Funds:**

Funds used to report assets held in a trustee or agency capacity for others.

**Fiscal Year:**

A 12-month period to which the annual operating budget applies and at the end of which the City determines its financial position and results of its operations. San Clemente's fiscal year runs from July 1 - June 30.

**Financial Overview:**

This section provides an overview of the changes adopted in the budget. Additionally, the significant impacts of budgetary changes are outlined along with dollar amounts (Increase/Decrease).

**Five-Year Financial Forecast:**

Estimates of future revenues and expenditures to help predict the future financial condition of the community. The Five Year Financial Forecast is included in the City's annual Long Term Financial Plan.



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# Glossary

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**Fixed Assets:**

Assets which are intended to be held or used for a long term, such as land, buildings, improvements other than buildings, machinery and equipment.

**Fleet Maintenance Fund:**

The Fleet Maintenance Fund is used to account for the operation, maintenance and replacement of City owned vehicles and equipment.

**Fleet Replacement Reserve:**

The Fleet Replacement Reserve accounts for funds set aside for replacement of Fleet vehicles and equipment.

**Fair Labor Standards Act:**

The Fair Labor Standards Act sets minimum wage, overtime pay, equal pay and Child Labor Standards for private and public sector employees. Enforcement of the FLSA is assigned to the Department of Labor, Wage and Hour Division.

**Full Time Equivalents:**

The amount of time a position has been budgeted for in terms of the amount of time a regular, full-time employee normally works in a year. For example, a full-time employee (1 FTE) is paid for 2,080 hours per year, while a .5 FTE would work 1,040 hours per year.

**Fund:**

An independent fiscal and accounting entity with a self-balancing set of accounts recording cash and/or other resources together with all related liabilities, obligations, reserves and equities.

**Fund Accounting:**

System used by nonprofit organizations, particularly governments. Since there is no profit motive, accountability is measured instead of profitability. The main purpose is stewardship of financial resources received and expended in compliance with legal requirements.

**Fund Balance:**

The excess of fund assets and resources over fund liabilities is also defined as Fund Equity. A portion of Fund Equity may be unspendable, restricted, committed, assigned and unassigned; the remainder is available for appropriation, and is referred to as the Fund Balance.

**Fund Equity:**

The excess of fund assets and resources over fund liabilities. A portion of the equity of a governmental fund may be unspendable, restricted, committed, assigned and unassigned; the remainder is referred to as fund balance.

**Gas Tax Fund:**

The Gas Tax Fund accounts for revenues and expenditures apportioned under the Streets and Highways Code of the State of California. Expenditures may be made for any street related purpose in the City's system of streets, County bikeways and pedestrian walkways.

**General Employee:**

Administrative and clerical support, maintenance workers, skilled trade and craft workers.

**General Fund:**

In governmental accounting, the fund used to account for all assets and liabilities of a nonprofit entity, except those particularly assigned for other purposes in another more specialized fund. It is the primary operating fund of the City of San Clemente.

**General Government:**

City Manager, City Council, City Clerk, and Economic Development Divisions.

**General Liability Self-Insurance Fund:**

The General Liability Self-Insurance Fund is used to provide the City with liability and property insurance. Coverage is provided through the City's participation in a joint powers agreement through the CJPIA.

**General Obligation Bonds:**

Bonds for which the full faith and credit of the City is pledged for payment.

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# Glossary

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**General Plan:**

Document which incorporates the strategic vision of the community into guiding principals for land use, urban design, housing, mobility, economic development, public health and safety, environmental resources, utilities, recreation and historic and cultural resources.

**Generally Accepted Accounting Principles:**

Uniform minimum standards for financial accounting and reporting that govern the form and content of the basic financial statements..

**Government Finance Officers Association:**

The GFOA develops a body of recommended best practices in the functional areas of public finance to give state and local governments more guidance on sound financial management practices.

**Golf Course Capital Improvement Reserve:**

The Golf Course Capital Improvement Reserve provides for capital improvements to the existing golf course.

**Golf Course Fund:**

The Gold Course Fund accounts for the operation, maintenance and assets associated with the City-owned 18-hole golf course.

**Golf Depreciation Reserve:**

The Golf Depreciation Reserve accounts for funds set aside for replacement or major repairs of Golf Fund equipment or facilities.

**Government Accounting Standards Board:**

An organization created to provide comparability and consistency between different government agencies. GASB issues statements regarding various accounting issues and provides guidelines on how accounting transactions should be recorded.

**Governmental Fund:**

Governmental Funds are a self-balance set of accounts whose primary sources are taxes, intergovernmental revenues, and other nonexchange revenues.

**Homeowners Exempt Subvention:**

Supplemental homeowner's property tax used for public utilities.

**Housing and Urban Development:**

US Department of Housing and Urban Development. Fedearl Agency set up to create strong, sustainable, inclusive communities and quality affordable housing for all.

**Improvements:**

Buildings, structures, or attachments to land such as sidewalks, trees, drives, tunnels, drains and sewers.

**Information Technology Fund:**

The Information Technology Fund accounts for costs associated with the City's centralized computer system and is used to distribute these costs to the benefiting departments on a pro rata basis. Costs for hardware and software maintenance and development, computer training and staff support are included

**Interdepartmental/Interfund Transfers:**

Flows of assets (such as cash or goods) without equivalent flows of assets in return and without a requirement for repayment.

**Interest and Rentals:**

Revenue derived from the use of property or money.

**Interfund Payments:**

Expenditures made to other City funds for services rendered.

**Interfund Transfers:**

Revenues earned for services provided to other City funds.

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# Glossary

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***Intergovernmental Revenue:***

Revenue received from other governmental agencies and municipalities, such as grants from the State or Federal government.

***Intergovernmental Services:***

Purchases from other governments of those specialized services typically performed by local governments.

***Internal Service Fund:***

Funds used to account for the financing of goods or services provided by one department to other departments or agencies of the City.

***Joint Regional Water Supply System:***

A joint powers authority that owns, operates and maintains the water system infrastructure.

***Lease-Purchase Agreements:***

Contractual agreements which are termed "leases", but which in substance amount to purchase contracts.

***Levy:***

(Verb) To impose taxes, special assessments or service charges for the support of governmental activities.

(Noun) The total amount of taxes, special assessments or service charges imposed by Orange County levying property taxes.

***Licenses and Permits:***

Revenues earned by the issuance of licenses or permits levied in accordance with the benefits conferred by the license or permit.

***Local Drainage Facilities Fund:***

The Local Drainage Facilities Fund is used to account for drainage fees collected to defray the cost of designing and constructing local drainage facilities and the expenditures for those purposes.

***Long-Term External Debt:***

Debt borrowed from a source outside the City with a maturity of more than one year after the date of issuance.

***Long-Term Financial Plan:***

A plan which identifies fiscal issues and opportunities, establishes fiscal policies and goals, examines fiscal trends, produces a financial forecast, and provides for feasible solutions.

***Lucity:***

A software for public works, offering solutions and support to provide effective asset and maintenance management. Lucity is used by the public works division in connection with the payroll as a time-management tool.

***Maintenance:***

Expenditures made to keep an asset in proper condition or to keep an asset in working order to operate within its original capacity.

***Major Fund:***

Funds in which revenues, expenditures, assets or liabilities are at least 10% of corresponding totals for all governmental or enterprise funds, and at least 5% of the aggregate amount for all governmental and enterprise funds for the same item.

***Measure M2:***

A local initiative that increased sales taxes by one-half percent approved by Orange County Voters in 1990, which provides funding for transportation improvements. This was extended and is now call Measure M2.

***Medical Insurance Fund:***

The Medical Insurance Fund accounts for expenditures for medical benefits offered to all regular full-time employees.

***Metropolitan Water District (MWD) of Southern California:***

Metropolitan Water District of Southern California is a wholesaler that provides water to cities and water districts. These cities and water districts provide drinking water to people in parts of Los Angeles, Orange, San Diego, Riverside, San Bernadino and Ventura counties.

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# Glossary

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**Miscellaneous Grants Fund:**

The Miscellaneous Grants Fund accounts for federal grants received from the Department of Housing and Urban Development (HUD). The grants are to be used for the development of a viable community by providing decent housing, a suitable living environment and expanding economic opportunities, principally for persons of low and moderate income.

**Modified Accrual Basis:**

Under this accounting method, revenues are recognized when they become both measurable and available to finance expenditures of the current period. Expenditures for the most part are recognized when the related fund liability is incurred except for prepayments, accumulated employee leave and long-term debt. All governmental funds are accounted for using the modified accrual basis of accounting.

**Net Working Capital:**

Net Working Capital is a common accounting formula used for financial analysis. It is defined as current assets minus current liabilities. Usually simply called working capital.

**National Pollution Discharge Elimination System:**

Permit system established by the U. S. Environmental Protection Agency to regulate discharge of treated sewage, storm water and urban runoff.

**Object:**

An expenditure classification which refers to the type of item purchased or the service obtained. Examples include personnel, supplies, and contract services.

**Orange County Transit Authority:**

Orange County Transit Authority serves Orange County residents and travelers by providing countywide bus and paratransit service, Metrolink rail service, the 91 Express Lanes, freeway, street and road improvement projects, individual and company commuting solutions, motorist aid services and by regulating taxi operations.

**Office of Emergency Services:**

Office of Emergency Services of the State of California helps to protect lives and property, build capabilities, and support communities by preparing for, protecting against, responding to, and recovering from the impacts of all hazards and threats.

**Operating Budget:**

The operating budget is the primary means by which most of the financing of acquisition, spending and service delivery activities of a government are controlled. The use of annual operating budgets is required by law.

**Operating Funds:**

Funds which are utilized to account for the day-to-day activities of the fund. Examples of this type of fund would be Water Operating, Sewer Operating, Central Services and the General Fund.

**Operating Transfer:**

Routine or recurring transfer of assets between funds.

**Other Charges:**

Expenditures that do not fit in other categories, such as insurance premiums and claims, and service/social program expenditures.

**Other (than pensions) Post Employment Benefits:**

Other Post Employment Benefits refer to benefits other than pensions paid by the employer for retired employees. This refers to retiree medical, dental, prescription drug, vision, life insurance, group legal and long-term care benefits.

**Other Revenues:**

Revenues from sources other than those specifically identified that are too immaterial in amount to justify the creation of new revenue account line items.

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# Glossary

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**Overhead Charges:**

General Fund Overhead (Cost Allocation Program) charges are the recapturing of the cost of services provided to the other funds from the General Fund. These costs would include Personnel, Finance, Payroll, Accounts Payable, Accounts Receivable, City Clerk, and general administration, utilities, maintenance, etc.

**Parimutuel Taxes:**

“Parimutuel” is a system of betting on races in which the winning bettors share the total amount bet minus a percentage to the operators. The tax is collected by registered racetracks (collectors) and remitted to the City.

**Parks Acquisition and Development Fund:**

The Parks Acquisition and Development Fund is used to account for the revenues received from developer fees and the expenditures for the acquisition, construction, improvement or renovation of City owned parks.

**Park Asset Replacement Reserve:**

The City Council has established a Park Asset Replacement Reserve with a target balance of \$1.2 million for the replacement of park assets.

**Performance Measure:**

Represents the objectives of each City department along with a target date for achieving the objective.

**Performance Results:**

A summary of major accomplishments and objectives that were met during the fiscal year.

**Personnel:**

Salaries paid to City employees. Included are items such as regular full time, regular part time, premium overtime and special duty pay.

**Personnel Benefits:**

Those benefits paid by the City as conditions of employment. Examples include insurance and retirement benefits.

**Police Grants Fund:**

The Police Grants Fund is used to account for revenues and expenditures relating to police grants.

**Professional:**

Technical experts, analysts, professional engineers and planners.

**Program:**

Organizational units directed to attain specific purposes or objectives.

**Projected Surplus/Deficit:**

The projected surplus/deficit is the net of forecasted receipts and forecasted disbursements. A surplus is the result of receipts exceeding disbursements, and a deficit is the result of disbursements exceeding receipts.

**Proposition 13:**

Limits the local property tax rate to a maximum of 1% of a property's assessed market value, rolled back assessments to 1975 values, and unless a property was sold, capped the increase in assessed values at 2%. New taxes, such as a parcel tax, must be approved by two-thirds of local voters.

**Proposition 42:**

Transportation Funding Plan that requires, effective July 1, 2008, existing revenues resulting from state sales and use taxes be used for public transit and mass transportation; city and county street and road repairs and improvements; and state highway improvements. Imposes the requirement for a two-thirds of the Legislature to suspend or modify the percentage allocation of the revenues.

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# Glossary

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**Proposition 50:**

Proposition 50, the Water Security, Clean Drinking Water, Coastal and Beach Protection Act was approved by the voters in 2002. The bill authorizes grants and loans for the purpose of protecting drinking water from intentional contamination.

**Proposition 57:**

Proposition 57, the Governor's Economic Recovery Bond bill, was approved by the voters in March 2004. This bill authorized the State to sell \$15 billion of deficit financing bonds to put the budget back in balance. Proposition 57 includes a proposed "triple flip" which essentially swaps one-quarter percent of the local sales tax for an equal amount of "in-lieu" sales tax.

**Proposition 58:**

Passed in March 2004, this proposition changed the State Constitution and mandates the passage of a balanced budget. If the Legislature and Governor do not pass a balanced budget by July 1, the appropriation level from the previous year's budget will remain in effect. Constitutional changes were enacted upon which set up a special reserve account that would reach \$8 billion or 5% of the General Fund. This legislation also restricts the use of certain types of borrowing to cover state deficits.

**Proposition 218:**

A statewide initiative passed by the voters of California on November 5, 1996. The initiative provided voters with the right to vote on new taxes. The passage of Proposition 218 also eliminated the City's Lighting & Landscape assessment district because assessments considered "general benefits" such as beach maintenance could not be assessed to property owners.

**Proprietary Fund:**

Proprietary Funds are a self-balance set of accounts that focus on determination of operating income and whose primary revenue sources are user charges to achieve cost recovery.

**Public Facilities Construction Fund:**

The Public Facilities Construction Fund is used to account for developer fees collected at the time a building permit is issued to provide for future public facilities necessitated by new development and expenditures for construction of beach parking facilities, public safety buildings or equipment and public facilities.

**Purpose Statement:**

This provides a general description of the primary purpose of a department or division.

**Quimby Act:**

The Quimby Act was first established in 1965 by the California legislature. It provides provisions in the Subdivision Map Act for the dedication of fees and/or parkland. California State law requires developers to dedicate fees or land for public parks at a ratio of 5 acres per 1,000 residents in the new development.

**Regional Circulation Financing and Phasing Program Fund:**

The Regional Circulation Financing and Phasing Program Fund is used to account for the revenues received from developer traffic impact fees and the expenditures for roadway improvements to accommodate new development.

**Reserve:**

An account used to indicate that a portion of fund equity is restricted for a specific purpose.

**Reserve Fund:**

The Reserve Fund is used to account for funds set aside for capital equipment replacement, facilities maintenance, park asset replacement and accrued employee benefits for retired, terminated or former employees funded from the General Fund.

**Resources:**

Total dollars available for appropriations including estimated revenues, fund transfers and beginning fund balances.

**Revenue Bonds:**

Bonds issued pledging future revenues, usually water or sewer charges to cover debt payments.

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# Glossary

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***Safety/Quiet Zone:***

A designated section or railroad including one or more consecutive public grade crossings in which trains are prohibited from sounding their horns.

***Supervisory Control and Data Acquisition System:***

Supervisory Control and Data Acquisition System refers to industrial control systems used to control infrastructure processes, facility based processes, or industrial processes.

***Service Charges:***

Charges for specific services rendered.

***Service Description:***

A description of the services or functions provided by each department or division.

***Sewer Connection Fee Reserve:***

The Sewer Connection Fee Reserve is used to construct new facilities required to collect, transport and treat the additional sewage generated by new development.

***Sewer Depreciation Reserve:***

The Sewer Depreciation Reserve accounts for funds set aside for replacement or major repairs of Sewer Fund equipment or sewer system infrastructure.

***Sewer Fund:***

The Sewer Fund is used to account for the activities associated with the collection and treatment of wastewater by the City.

***Solid Waste Management Fund:***

The Solid Waste Management Fund is used to account for the activities associated with the collection, recycling, and disposal of residential and commercial solid waste within the City.

***San Onofre Nuclear Generating Station:***

San Onofre Nuclear Generating Station.

***South Coast Air Quality Management District:***

AQMD is the air pollution control agency for all of Orange County and the urban portions of Los Angeles, Riverside and San Bernardino counties.

***South Orange County Wastewater Authority:***

Created on July 1, 2001 as a Joint Powers Authority with no taxing authority to plan for, acquire, construct, maintain, repair, manage, operate and control facilities for the collection, transmission, treatment and disposal of wastewater, the reclamation and use of wastewater for beneficial purposes, and the production, transmission, storage and distribution of non-domestic water. Special Assessment Bonds: Bonds payable from the proceeds of special assessments.

***Special Revenue Fund:***

In governmental accounting, fund used to account for the proceeds of special revenue sources (other than special assessments, expendable trusts, or for major capital projects) that are legally restricted to expenditure for specified purposes.

***State Revolving Fund:***

State program provides low-cost financing to public agencies for a wide variety of infrastructure projects.

***State Water Resources Control Board:***

Oversees the allocation of the state's water resources to various entities and for diverse uses, from agriculture irrigation to hydro electrical power generation to municipal water supplies, and for safeguarding the cleanliness and purity of California's water.

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# Glossary

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***Storm Drain Depreciation Reserve:***

The Storm Drain Depreciation Reserve accounts for funds set aside for replacement or major repairs of the Storm Drain Utility Fund equipment or storm drain system infrastructure.

***Storm Drain Utility Fund:***

The Storm Drain Utility Fund is used to account for the activities associated with the operation and maintenance of the City's storm water collection system.

***Street Improvement Fund:***

The Street Improvement Fund is used to account for revenues and expenditures related to the rehabilitation of City streets.

***Successor Agency:***

The entity responsible for winding down the operations of the Redevelopment Agency.

***Subsidence Claims:***

Claims pending against the City's General Liability Self-insurance Fund for land movement.

***Subventions:***

Revenues collected by the State which are allocated to the City on a formula basis. For example, motor vehicle and gasoline taxes.

***Supplemental Appropriation:***

An appropriation approved by the Council after the initial budget is adopted.

***Supplies:***

An expenditure classification for articles and commodities purchased for consumption or resale. Examples include office and operating supplies, fuel, power, water, gas, inventory or resale items and small tools and equipment.

***Sworn:***

Full-time Lifeguard and safety personnel. Fire & Police personnel are included within Police & Fire contracts with the County of Orange.

***Taxes:***

Compulsory charges levied by the City, County & State for the purpose of financing services performed for the common benefit.

***Transient Occupancy Tax:***

Pursuant to the California State Revenue and Taxation Code Section 7280, a tax levied on any person occupying a hotel or motel room or rental property for less than 30 consecutive calendar days. The City's levy is 10% of the rent charged to the occupant.

***Transportation Bond Program:***

Proposition 1B provides that a percentage of proceeds of State bonds be used to fund the mobility, safety, and air quality improvements of Street and highway maintenance, rehabilitation, reconstruction, or storm damage repair conducted by cities.

***Urban Runoff Management Plan:***

A plan to identify and implement programs that will reduce or eliminate polluted discharges and improve local water quality. The plan consists of three main components; structural treatment projects, dry weather monitoring/illegal discharge detection and elimination and public education. The URMP is managed through the Clean Ocean Fund.

***Vehicle License Fees:***

An annual fee on the ownership of a registered vehicle in California paid to the Department of Motor Vehicles (DMV). The state retains authority over both the amount of revenues that are collected and the method of their distribution to local governments and the Legislature holds the authority to alter the level of VLF revenues.



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# Glossary

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***Water Acreage Fee Reserve:***

The Water Acreage Fee Reserve accounts for fees assessed to developers on all parcels of land developed and connected to the City's water system. Expenditures from this fund are made to plan, design, inspect and construct new water system infrastructure and equipment.

***Water Depreciation Reserve:***

The Water Depreciation Reserve accounts for funds set aside for replacement or major repairs of Water Fund equipment or water system infrastructure.

***Water Fund:***

The Water Fund is used to account for the activities associated with the purchase, treatment, distribution and transmission of water by the City and its users.

***Workers' Compensation Fund:***

The Workers' Compensation Fund accounts for the cost to provide Workers' Compensation insurance coverage to all City employees in compliance with State of California requirements.

***Working Capital:***

A financial calculation, which represents operating liquidity to the City. It is calculated as current assets minus current liabilities.



# List of Acronyms

AB	Assembly Bill
AHRP	Arterial Highway Rehabilitation Program
AQMD	Air Quality Management District
CAC	Coastal Advisory Committee
CAFR	Comprehensive Annual Financial Report
CalPERS	California Public Employees Retirement System
CASA	Coastal Animal Services Authority
CDBG	Community Development Block Grant
CIP	Capital Improvement Program
CJPIA	California Joint Powers Insurance Authority
CMMS	Computerized Maintenance Management System
COBRA	Consolidated Omnibus Budget Reconciliation Act
COLA	Cost of Living Allowance
COPS	Citizens Options for Public Safety Grant
CWA	Clean Water Act
DOJ	Department of Justice Grant
EDMS	Electronic Document Management System
EPA	Environmental Protection Agency Grant
FEMA	Federal Emergency Management Agency
FHWA	Federal Highway Administration
FLSA	Fair Labor Standards Act
FTE	Full Time Equivalent
FY	Fiscal Year (June 30 <sup>th</sup> )
GAAP	Generally Accepted Accounting Principles
GASB	Government Accounting Standards Board
GFOA	Government Finance Officers Association
GMA	Growth Management Area
HUD	US Department of Housing and Urban Development
HVAC	Heating, ventilation, and air conditioning
IPMC	International Property Maintenance Code
JRWSS	Joint Regional Water Supply System
LTFP	Long-Term Financial Plan
MWD	Metropolitan Water District of Southern California
NPDES	National Pollution Discharge Elimination System
OCFA	Orange County Fire Authority
OCSD	Orange County Sheriff's Department
OCTA	Orange County Transit Authority
OES	Office of Emergency Services
OHBC	Ole Hanson Beach Club
OPEB	Other (than pensions) Post Employment Benefits
PERS	Public Employee Retirement System
RCFPP	Regional Circulation Financing and Phasing Program
RDA	Redevelopment Agency (Dissolved 2/1/2012)
SCAC	San Clemente Aquatics Center
SCADA	Supervisory Control and Data Acquisition System
SCAQMD	South Coast Air Quality Management District
SCCEA	San Clemente City Employee Association (City union employees)
SDWA	Safe Drinking Water Act
SONGS	San Onofre Nuclear Generating Station
SOCWA	South Orange County Wastewater Authority
SRF	State Revolving Fund

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# List of Acronyms

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STLU	Short Term Lodging Unit
SWRCB	State Water Resources Control Board
TEA	Transportation Enhancement Activities
TOT	Transient Occupancy Tax
URMP	Urban Runoff Management Plan
VHSP	Vista Hermosa Sports Park
VLF	Vehicle License Fees

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## Fee Schedule

User fees are reviewed by each City department as part of the budget process, and adjusted when appropriate. The basis for adjustment will be the cost of providing services, inflationary impacts or other budgetary factors as appropriate. User fees will be established to recover the full cost of services provided, except when the City Council determines that a subsidy from the General Fund is in the public interest. Some fees are set by the State of California and cannot be changed unless amended by the State. Other fees cannot be changed unless a majority of the property owners approved the change by a simple majority.

	Ordinance, Resolution or Municipal Code	Last Adjusted	Last Reviewed	FY2017-18 Fee
<b>Administrative Citation</b>				
1st Violation	1193	1997	fee set by	\$100.00
2nd Violation	1193	1997	Ca.Gov.Code	\$200.00
Additional Violations	1193	1997	Section 25132	\$500.00
<b>Alarm Fees</b>				
System Permit per year	04-104	2004	2010	\$40.00
<b>Ambulance Service Charges</b>				
BLS - Resident	16-031	2016	2016	\$704.61*
BLS - Non-Resident	16-031	2016	2016	\$904.61*
ALS - Resident	16-031	2016	2016	\$1,091.96*
ALS - Non-Resident	16-031	2016	2016	\$1,291.96*
Oxygen	16-031	2016	2016	\$82.74
Expendable Supplies	16-031	2016	2016	\$32.66
Mileage (per mile or fraction thereof)	16-031	2016	2016	\$16.87/mi
Residential subscription - per year	08-082	2008	2010	\$40.00
Business subscription - per year	08-082	2008	2010	\$170.00
*plus supplies and mileage				
<b>Backflow Testing Admin Fee</b>				
per occurrence	12-60	2012	2012	\$35.00
<b>Building Permits</b>				
Fees based on estimated construction valuation.				
Valuation adjusted annually based on changes in the Construction Cost Index from Engineering News Record.	08-080	2016	2016	
<b>Building Plan Check Fees</b>				
65% of the Building Permit Fee	08-080	2016	2016	

	Ordinance, Resolution or Municipal Code	Last Adjusted	Last Reviewed	FY2017-18 Fee
<b>Business License</b>				
Varying application fee and taxes based on a flat rate or percentage of gross receipts depending on business.	1055	1991	2011	
<b>Civic Center Const Fund Fee</b>				
per Residential Dwelling Unit	15.52.010	2017	2017	\$515.38
<b>Commercial Filming Charge</b>				
Processing fee	1144	1994	2011	\$10.00
Processing plus Yearly Fee- Still	1144	1994	2011	\$50-\$95
Processing plus Daily Fee- Motion	1144	1994	2011	\$50.00
Application Fee	1144	1994	2011	\$50.00
Still Photography - Daily Location Fee	1144	1994	2011	\$100.00
Motion Photography - Daily Location	1144	1994	2011	\$200.00
<b>Construction Inspection Fees</b>				
Based on estimated cost of improvements				
First \$25,000	652	1975	2008	3.50%
Next \$75,000	652	1975	2008	3.00%
Any Cost over \$100,000	652	1975	2008	2.50%
<b>Documents, Instruments, Reports</b>				
Parcel Maps - four lots or less	08-081	2017	2017	\$772.00
Small Tract Maps - thirty lost or less	08-081	2017	2017	\$1,652.00
Large Tract Maps - thirty-one lots or more	08-081	2017	2017	\$3,850.00
Residential development	08-081	2017	2017	\$113.00
Commercial, Industrial, Multi-Residential	08-081	2017	2017	\$332.00
Imaging of plans, maps & oversized sheets	08-081	2008	2016	\$2.55/sheet
sheets up to 8.5" X 14"	08-081	2008	2016	\$0.62/sheet
Photo copy fees - additional pages	08-081	2008	2016	\$0.20/page
Oversize Reproduction Fee	08-081	2008	2016	\$4.00 plus \$0.35/page
City Budget				\$30.00
DVD Recordings, each	08-081	2008	2016	\$5.00
Tape Recordings, each	08-081	2008	2016	\$10.00
<b>Electrical Permits</b>				
Electrical Permit Issuance Fee	08-080	2008	2016	\$35.00
•New Single Family Dwelling permits based on square footage				
•Improvement permits charged by unit: meter, sub-panels, 220V outlets, exterior lights, motors				

	Ordinance, Resolution or Municipal Code	Last Adjusted	Last Reviewed	FY2017-18 Fee
<b>Encroachment Permits</b>				
<b>Street Encroachment Permits - Excavations, Fills and Obstructions</b>				
Sidewalk - First 50 sq ft	08-081	2017	2017	\$255.00
Each Additional 50 sq ft on the same lot	08-081	2017	2017	\$28.00
Curb/Gutter - First 60 linear feet	08-081	2017	2017	\$283.00
Each additional 60 linear feet	08-081	2017	2017	\$28.00
Driveway Approach	08-081	2017	2017	\$283.00
Combo - more than 1 sidewalk, curb/gutter driveway	08-081	2017	2017	\$255.00
Each additional 10 lf of construction after the first 10 lf on the same lot	08-081	2017	2017	\$28.00
Curb Core Only	08-081	2017	2017	\$137.00
Sewer/Water lateral excavation - First trench	08-081	2017	2017	\$483.00
Each additional trench	08-081	2017	2017	\$176.00
Other Street Excavation - First 20 sq ft	08-081	2017	2017	\$306.00
Each additional 20 sq ft	08-081	2017	2017	\$28.00
Encroachment Permit for Displaced Sidewalk Inspection when property owner complies with City "Notice to Repair" or voluntary repairs.	08-081	2014	2016	No Fee
*Note: A \$500.00 Minimum cash deposit or other amount determined by the City Engineer for bonding purposes is required. For larger projects, the City Engineer may determine that project performance bonds and labor and material bonds are required in the amount of 100% of the approved construction cost estimate (Resolution No. 01-024)				
<b>Administrative Encroachment Permits</b>				
Private Improvements - walls, steps, awnings	08-081	2017	2017	\$419.00
Appeal to City Council	08-081	2017	2017	\$226.00
Dumpster - Application with dumpster fee	08-081	2017	2017	\$68.00
<b>Environmental Impact Reports</b>				
Initial deposit will be collected depending upon the size of the project - Actual Cost	08-081	2008	2014	
<b>Golf Fees</b>				
<b>Residents with Resident Discount Card:</b>				
M-F	14-08	2014	2014	\$21.00
M-F, Twilight	14-08	2014	2014	\$16.00
Senior, M-F	14-08	2014	2014	\$20.00
Senior, M-F, Twilight	14-08	2014	2014	\$14.00
Sa/Su/Holidays	14-08	2014	2014	\$28.00
Sa/Su/Holidays, Twilight	14-08	2014	2014	\$20.00
<b>Non Residents:</b>				
M-F	14-08	2014	2014	\$36.00
M-F, Twilight	14-08	2014	2014	\$26.00
Senior, M-F	14-08	2014	2014	\$31.00
Senior, M-F, Twilight	14-08	2014	2014	\$22.00
Sa/Su/Holidays	14-08	2014	2014	\$44.00
Sa/Su/Holidays, Twilight	14-08	2014	2014	\$32.00
<b>Juniors with Card</b>				
1/2 Price of accompanying adult	11-032	2008	2011	
Twilight	14-08	2014	2014	\$10.00
Resident Discount Card per year	08-003	2009	2009	\$50.00
Resident Private Cart Registration Fee/yr	15-42	2015	2015	\$200.00
Resident Private Cart Trail Fee/round	15-42	2015	2015	\$8.00

	Ordinance, Resolution or Municipal Code	Last Adjusted	Last Reviewed	FY2017-18 Fee
<b>Grading Permits</b>				
Volume of earth to be moved:				
Less than 50 c.y.	08-081	2017	2017	\$368.00/lot
51-1,000 c.y.	08-081	2017	2017	\$650.00
1,001-10,000 c.y.	08-081	2017	2017	\$650.00 for first 1,000 c.y. \$65.00 for each additional 1,000 c.y.
10,001-100,000 c.y.	08-081	2017	2017	\$1,223.00 first 10,000 c.y. \$511.00 for each additional 10,000 c.y.
More that 100,000 c.y.	08-081	2017	2017	\$5,830.00 first 100,000 c.y. \$511.00 for each additional 10,000 c.y.
<b>Home Occupation Permits</b>				
Business License for business operated from a residential home, not commercial location	1055	1991	2011	\$35.00
<b>Hydrant Meter Fees</b>				
<b>Meter Fees</b>				
Initial Deposit on Meter	1282	2003	2010	\$825.00
Set-up Fee	10-048	2010	2010	\$125.00
Rental Fee per Day	1282	2003	2010	\$3.00
<b>Meter Water Sales</b>				
Actual usage per unit, billed monthly	1583	2014	2014	\$3.71
<b>Improvement Plan Check Fee</b>				
Actual Cost, Initial minimum deposit of \$5,000.00 is required.	08-081	2011	2014	
<b>Junior Lifeguard Sessions</b>				
Residents per Session	16-024	2016	2016	\$235.00
Non-Residents per Session	16-024	2016	2016	\$260.00
<b>Mechanical Permits</b>				
Issuance Fee	08-080	2008	2016	\$35.00
Additional Fees for each individual fixture as outlined in the Building Divisions Mechanical Fee Schedule				

	Ordinance, Resolution or Municipal Code	Last Adjusted	Last Reviewed	FY2017-18 Fee
<b>Miscellaneous Charges for Police Services</b>				
Duplicating Charges - First page	08-081	2008	2013	\$2.00
Duplicating Charges - additional pages	08-081	2008	2013	\$0.20/page
Fingerprint services - 2 duplicate cards	00-53	2000	2010	\$10.00
Visa Letter Service	00-53	2000	2010	\$25.00
<b>Non-Sufficient Funds Check Fee</b>				
per occurrence	10-048	2010	2010	\$20.00
<b>Parks and Recreation Fees</b>				
<b>Facility Rental - Community Center - M-TH &amp; Sunday</b>				
Auditorium (4000 sq ft)	16-023	2012	2016	\$300.00/hr
Ole Hanson Fireside Room & Kitchen (1200 sq ft)	16-023	2012	2016	\$100.00/hr
Kitchen (based on availability)	16-023	2012	2016	\$150.00
Multi-Purpose Room (900 sq ft)	16-023	2012	2016	\$75.00/hr
Lower Multi-Purpose (900 sq ft - Dance)	16-023	2012	2016	\$75.00/hr
Grounds	16-023	2012	2016	\$50.00/hr
Locker (non-profit only)		2012	2016	\$5.00/mo
<b>Facility Rental - Community Center - Friday &amp; Saturday</b>				
Auditorium (4000 sq ft)-2 Hour min	16-023	2012	2016	\$350.00
Kitchen (based on availability)	16-023	2012	2016	\$150.00
Ole Hanson Fireside Room & Kitchen (1200 sq ft)	16-023	2012	2016	\$150.00/hr
Multi-Purpose Room (900 sq ft)	16-023	2012	2016	\$100.00/hr
Lower Multi-Purpose (900 sq ft - Dance)	16-023	2012	2016	\$100.00/hr
Grounds	16-023	2012	2016	\$60.00
<b>Facility Rental - Tierra Grand Park</b>				
Meeting Room	16-023	2012	2016	\$100.00/hr
<b>Facility Rental - Aquatics Center</b>				
Friends Room	16-023	2012	2016	\$150.00/hour
<b>Facility Rental-Pools</b>				
All Pools and Deck	16-023	2012	2016	\$500.00/hr
Tournaments/Meets/Competition	16-023	2012	2016	\$400.00/hr
Per Lane	16-023	2012	2016	\$25.00/hr
50 Meter	16-023	2012	2016	\$250.00/hr
25 Yard	16-023	2012	2016	\$125.00/hr
Play Pool	16-023	2012	2016	\$200.00/hr
Cabana	16-023	2012	2016	\$50.00/hr
Grass Event Space at the Aquatics Center	16-023	2012	2016	\$200.00/hr
<b>Facility Rental-Fields</b>				
Neighborhood	16-023	2012	2016	\$40.00/hr
Community	16-023	2012	2016	\$50.00/hr
Sport	16-023	2012	2016	\$60.00/hr
The Meadows	16-023	2012	2016	\$250.00/hr
<b>Lights</b>				
All lighted fees regardless of use category	16-023	2012	2016	\$15.00/hr

	Ordinance, Resolution or Municipal Code	Last Adjusted	Last Reviewed	FY2017-18 Fee
<b>Parks and Recreation Fees Cont.</b>				
<b>Steed Park Tournament Fees</b>				
Includes all 4 fields	16-023	2016	2016	\$1,000/day
<b>Picnic Area and Open Space Rental Fees</b>				
1-49 People	16-023	2012	2016	\$50.00/hr
50-99 People	16-023	2012	2016	\$75.00/hr
100-199 People	16-023	2012	2016	\$100.00/hr
200-299 People	16-023	2012	2016	\$200.00/hr
Each Additional 100 People	16-023	2012	2016	\$50.00/hr
<b>Permit Fees</b>				
Sound Amplification Permit	16-023	2016	2016	\$60.00
Block Party Permit	16-023	2012	2016	\$100.00
Banner Hanging Permit (El Camino Real)	16-023	2012	2016	\$367.00
Special Event Application Fee- Category I	16-023	2016	2016	\$75.00
Special Event Application Fee- Category II	16-023	2016	2016	\$150.00
Restroom Cleaning Fee	16-023	2016	2016	\$90.00
<b>Pool Fees</b>				
Refund Processing Fee	16-023	2012	2016	\$8.00/class
Pool Use per visit - Youth 0-17 and Senior 60+ - Resident	16-023	2012	2016	\$2.00
Pool Use per visit-Resident - 18-59	16-023	2012	2016	\$4.00
Pool Use per visit - Youth 0-17 and Senior 60+ - Non-Resident	16-023	2012	2016	\$6.00
Pool Use per visit-Non-Resident - 18-59	16-023	2012	2016	\$8.00
Monthly Pass - Youth 0-17 and Senior 60+ - Resident	16-023	2012	2016	\$40.00
Monthly Pass - Resident 18-59	16-023	2012	2016	\$55.00
Monthly Pass - Youth 0-17 and Senior 60+ - Non-Resident	16-023	2012	2016	\$55.00
Monthly Pass - Non-Resident 18-59	16-023	2012	2016	\$70.00
3 Month Pass-Youth 0-17 and Senior 60+ -Resident	16-023	2012	2016	\$75.00
3 Month Pass - Resident 18-59	16-023	2012	2016	\$100.00
3 Month Pass-Youth 0-17 and Senior 60+ -Non-Resident	16-023	2012	2016	\$150.00
3 Month Pass - Non-Resident 18-59	16-023	2012	2016	\$200.00
Annual Pass- Youth 0-17 and Senior 60+ -Resident	16-023	2012	2016	\$150.00
Annual Pass - Resident 18-59	16-023	2012	2016	\$200.00
Annual Pass- Youth 0-17 and Senior 60+ -Non-Resident	16-023	2012	2016	\$300.00
Annual Pass - Non-Resident 18-59	16-023	2012	2016	\$400.00

	Ordinance, Resolution or Municipal Code	Last Adjusted	Last Reviewed	FY2017-18 Fee
<b>Park Fee</b>				
In-fill Development per dwelling unit	16.36.070	1975	2010	\$400.00
New Development - 0-6.5 acres	16.36.070	1975	2010	\$6,823.00
New Development - 6.6-15.5 acres	16.36.070	1975	2010	\$5,180.00
New Development - 15.6-25.5 acres	16.36.070	1975	2010	\$5,927.00
New Development - 25.6 acres and up	16.36.070	1975	2010	\$5,080.00
<b>Parking Fees</b>				
<b>Parking Meters</b>				
per 10 minutes	10-049	2010	2010	\$0.25
per hour	10-049	2010	2010	\$1.50
<b>Parking Permits</b>				
Residents, 12 Consecutive Months	97-21	1997	2010	\$50.00
Non-Residents, 12 Consecutive Months	10-049	2010	2010	\$100.00
Lobeiro & Montalvo resident pass, cal. Yr	97-21	1997	1997	\$10.00
<b>Parking Violations</b>				
Standard	1485	2010	2010	\$48.00-\$63.00
Handicap Violation	1485	2010	fee set by State	\$333.00
<b>Planning Fees</b>				
<b>Plan Check Review Fees</b>				
Commercial	08-081	2008	2014	\$410.00
Residential (1 unit)	08-081	2008	2014	\$100.00
Residential (2-4 units)	08-081	2008	2014	\$100.00 first \$25.00 for each additional
Simple, Over the Counter (pool, spa, deck)	08-081	2008	2014	\$50.00
<b>Covenants, Conditions &amp; Restrictions Review</b>				
	08-081	2010	2014	\$3,000.00 deposit
<b>Field Check - Planning</b>				
per hour-2 hour min.	08-081	2008	2014	\$50.00
<b>In-Lieu Affordable Housing Fee</b>				
Either the annual analysis of costs or 1% of the building permit value, whichever is greater.	1034	2010	2014	
<b>Interpretation of Planning/ Zoning Decision - Written</b>				
	08-081	2017	2017	\$1,267.06
<b>Planning Research Charge</b>				
per hour	08-081	2008	2014	\$50.00

	Ordinance, Resolution or Municipal Code	Last Adjusted	Last Reviewed	FY2017-18 Fee
<b>Plumbing Permits</b>				
Issuance Fee	08-080	2008	2015	\$35.00
Additional fees calculated on a per fixture basis				
<b>Public Safety Const Fee</b>				
Each Residential Unit	15.52.010	2017	2017	\$1,797.16
Per 1,000 sq. feet for each commercial unit	15.52.010	2017	2017	\$373.10
<b>Sewer Service Charges</b>				
<b>Changes in Modification of Connection Fee</b>				
per gallon	1186	2011	2011	\$9.01
<b>Sewer Base Fee</b>				
Monthly Fixed fee by Meter Size				
5/8", 3/4" & 1"	1625	2016	2016	\$23.82
1 1/2"	1625	2016	2016	\$78.60
2"	1625	2016	2016	\$126.24
3"	1625	2016	2016	\$262.02
4"	1625	2016	2016	\$404.92
6"	1625	2016	2016	\$793.18
<b>Sewer Commodity Fee</b>				
Single Family, multi-family, mobile home per unit	1625	2016	2016	\$1.44
Religious Establishment per unit	1625	2016	2016	\$1.97
School per unit	1625	2016	2016	\$1.97
Low Strength Commercial per unit	1625	2016	2016	\$1.97
Medium Strength Commercial per unit	1625	2016	2016	\$2.58
Commercial/Residential	1625	2016	2016	\$2.61
Medium/High Strength Commercial per unit	1625	2016	2016	\$4.57
High Strength Commercial per unit	1625	2016	2016	\$6.38
<b>Sewer Connection Fee</b>				
Fee Area A - per dwelling unit	874	2016	2016	\$24,904.00
Fee Area B - per dwelling unit	874	2016	2016	\$28,776.00
Commercial and Industrial per acre	874	2016	2016	\$99,760.00
Fee Area A :Hotel, Motel, Mobile Homes				
per dwelling unit	874	2017	2017	\$24,904.00
each subsequent unit	874	2017	2017	\$21,160.00
Fee Area B: Hotel, Motel, Mobile Homes				
per dwelling unit	874	2017	2017	\$28,776.00
each subsequent unit	874	2017	2017	\$15,832.00
<b>Sidewalk Waiver Application &amp; Appeal Fee</b>				
Sidewalk Waiver Application	14-018	2017	2017	\$257.00
Sidewalk Waiver Appeal	14-018	2017	2017	\$644.00



	Ordinance, Resolution or Municipal Code	Last Adjusted	Last Reviewed	FY2017-18 Fee
<b>Single Family Residential Grading Plan Check Fee</b>				
Geotechnical Review	08-081	2017	2017	\$1,698.00
Grading Review	08-081	2017	2017	\$1,575.00
Retaining Walls	08-081	2017	2017	\$1,087.00
Shoring	08-081	2017	2017	\$543.00
Each additional plan check beyond three	08-081	2017	2017	\$300.00
<b>Special Beach Events Fee</b>				
Lifeguard Assistance - 1st Day	93-010	1993	2010	\$400.00
2nd Day	93-010	1993	2010	\$250.00
each additional day	93-010	1993	2010	\$150.00
Without Lifeguard Assistance -For Profit				
1st Day	93-010	1993	2010	\$150.00
each additional day	93-010	1993	2010	\$100.00
Without Lifeguard Assistance - Non-Profit				
1st Day	93-010	1993	2010	\$30.00
each additional day	93-010	1993	2010	\$10.00
<b>Storm Drain Service Charges</b>				
Single Family Homes month per unit	1120	1993	1993	\$2.96
Multi-Family Homes month per unit	1120	1993	1993	\$2.37
Non-residential Properties / month per acre or fraction thereof	1120	1993	1993	\$29.60
Vacant lots < 2 acres /month per parcel	1120	1993	1993	\$1.48
	1120	1993	1993	\$1.48 + 0.296 per additional prorated acre
Vacant Lots > 2 acres / month per parcel				
<b>Traffic Model Fee</b>				
Residential (maximum \$4,000.00)	89-34	1989	2003	\$250.00 + \$25.00 per unit
Non-Residential (maximum \$5,250.00)	89-34	1989	2003	\$250.00 + 0.05/sq. ft.
<b>Traffic Review Fee</b>				
Actual cost of the service	08-081	2008	2016	
<b>Transportation Permits</b>				
Single Trip Fee	08-081	2008	2016	\$16.00
Annual Trip Fee	08-081	2017	2017	\$98.00

	Ordinance, Resolution or Municipal Code	Last Adjusted	Last Reviewed	FY2017-18 Fee
<b>Urban Runoff Management Fee</b>				
<b>Public Streets:</b>				
Single Family Homes/ month per unit	1577	2014	2014	\$6.23
Multi-family Homes/ month per unit	1577	2014	2014	\$4.98
Non-residential /month per acre or fraction	1577	2014	2014	\$62.30
Over 2 acre Undeveloped or Graded	1577	2014	2014	\$3.12+0.62 per acre
<b>Private Streets</b>				
Single Family Homes/ month per unit	1577	2014	2014	\$5.10
Multi-family Homes/ month per unit	1577	2014	2014	\$4.08
Non-residential /month per acre or fraction	1577	2014	2014	\$51.00
Over 2 acre Undeveloped or Graded	1577	1014	2014	\$2.55 + 0.51 per acre
<b>Water Service Charges</b>				
<b>Fixed Water Service Charge</b>				
Monthly Fixed Charge by Meter Size:				
5/8", 3/4" and 1"	1626	2016	2016	\$17.48
1 1/2"	1626	2016	2016	\$39.31
2"	1626	2016	2016	\$58.73
3"	1626	2016	2016	\$114.16
4"	1626	2016	2016	\$172.45
6"	1626	2016	2016	\$330.91
<b>Irrigation</b>				
<b>Potable</b>				
Tier 1 - Winter (0-0.0463 units per 100 sq.ft. of irrigated land).	1626	2016	2016	\$2.86
-Summer (0-0.0918 units per 100 sq.ft. of irrigated land).				
Tier 2 - Winter (0.0463-0.1853 units per 100 sq.ft. of irrigated land).	1626	2016	2016	\$4.68
-Summer (0.918-0.3673 units per 100 sq.ft. of irrigated land).				
Tier 3 - Winter (over 0.1853 units per 100 sq.ft. of irrigated land).	1626	2016	2016	\$10.06
-Summer(over 0.3673 units per 100 sq.ft. of irrigated land).				
<b>Non-Potable</b>				
per unit	1626	2016	2016	\$2.38
<b>Large Lot Classification Application Fee</b>				
per application	10-048	2010	2010	\$35.00

	Ordinance, Resolution or Municipal Code	Last Adjusted	Last Reviewed	FY2017-18 Fee
<b>Water Service Charges Cont.</b>				
<b>Metered Water Sales</b>				
Price is per Unit				
<b>Single-Family -0-7,000 Sq. Ft. Lot</b>				
Tier 1 - Winter (0-9 units per month)				
-Summer(0-9 units per month)	1626	2016	2016	\$2.86
Tier 2 - Winter (10-14 units per month)				
-Summer (10-19 units per month)	1626	2016	2016	\$4.68
Tier 3 - Winter (>14 units per months)				
-Summer (>19 units per month)	1626	2016	2016	\$10.06
<b>Single-Family - &gt; 7,000 Sq. Ft. Lot</b>				
Tier 1 - Winter (0-9 units per month)				
-Summer(0-9 units per month)	1626	2016	2016	\$2.86
Tier 2 - Winter (10-19 units per month)				
-Summer (10-28 units per month)	1626	2016	2016	\$4.68
Tier 3 - Winter (>19 units per months)				
-Summer (>28 units per month)	1626	2016	2016	\$10.06
<b>Multi-Family Residential per dwelling</b>				
<b>Master - Metered (Per each dwelling unit)</b>				
Tier 1 - Winter (0-6 units per month)				
-Summer(0-6 units per month)	1626	2016	2016	\$2.86
Tier 2 - Winter (7-9 units per month)				
-Summer (7-10 units per month)	1626	2016	2016	\$4.68
Tier 3 - Winter (>10 units per months)				
-Summer (>11 units per month)	1626	2016	2016	\$10.06
<b>Individual - Metered</b>				
Tier 1 - Winter (0-6 units per month)				
-Summer(0-6 units per month)	1626	2016	2016	\$2.86
Tier 2 - Winter (7-9 units per month)				
-Summer (7-11 units per month)	1626	2016	2016	\$4.68
Tier 3 - Winter (>10 units per months)				
-Summer (>11 units per month)	1626	2016	2016	\$10.06
<b>Commercial</b>				
Per unit	1626	2016	2016	\$4.00
<b>Meter Installation Fee</b>				
1" Meter	10-048	2010	2010	\$185.00*
1.5" Meter	10-048	2010	2010	\$265.00*
2" Meter	10-048	2010	2010	\$265.00*
*plus parts and materials				
<b>Meter Service Installation</b>				
1" Meter	10-048	2010	2010	\$2,400.00
1.5" Meter	10-048	2010	2010	\$2,400.00
2" Meter	10-048	2010	2010	\$2,400.00

	Ordinance, Resolution or Municipal Code	Last Adjusted	Last Reviewed	FY2017-18 Fee
<b>Water Service Charges Cont.</b>				
<b>Water Acreage Fee</b>				
Existing developed areas per acre	87-078	1987	1987	\$2,388.00
Residential, undeveloped, per dwelling unit	87-078	1987	1987	\$3,156.00
Commercial/Industrial, undeveloped, /acre	87-078	1987	1987	\$10,500.00
<b>Water Posting Fee</b>				
Each Posting	1219	1999	2010	\$25.00
<b>Water Service Upgrade</b>				
1" Meter	10-048	2010	2010	\$1,860.00
1.5" Meter	10-048	2010	2010	\$1,860.00
2" Meter	10-048	2010	2010	\$1,860.00
<b>Water Turn-on/Reconnection Fee</b>				
First Occurrence	10-048	2010	2010	\$55.00
Second Occurrence	10-048	2010	2010	\$80.00
Three or more occurrences	10-048	2010	2010	\$110.00 + \$120.00 deposit

# Demographic and Statistical Information

Date of Incorporation ..... February 28, 1928  
Form of Government ..... Council-Manager  
Type of Government ..... General Law  
Location..... On the California Coast, Midway  
Between Los Angeles and San Diego  
Land Area..... 18.45 sq. miles  
Elevation ..... 1008' (Maximum); 250' (Average)  
Sister Cities ..... San Clemente del Tuyu, Argentina  
Isla San Andres, Columbia & Balcarce, Buenos Aires, Argentina  
Employees (full-time.)..... 195.11  
Employees (benefited part-time FTEs) ..... 8.43  
City Bond Rating ..... Standard & Poor's AAA  
Rank in Population as of (California)..... 133  
Total Population (Official 5/17) ..... 65,975  
Number of Registered Voters (as of 6/17)..... 38,999  
Assessed Secure Valuation.(FY 2016-17) ..... \$15,609,026,463  
Total Housing Units ..... 27,790  
Homeowner Occupied..... 88.7%  
Residential Vacancy Rate..... 11.3%  
Median Age ..... 41.9  
Persons/Household ..... 2.65  
Median Family Income..... \$119,739  
Median Home Value ..... \$758,300  
% High School Grad or Higher ..... 95.3%  
% Population Below Poverty Status ..... 8%  
Unemployment Rate - San Clemente (as of 7/17) ..... 3.0%  
Unemployment Rate - Orange County (as of 7/17) ..... 3.3%

## Number of Licenses and Permits Issued:

Building & Engineering Permits (5/16-5/17) ..... 2,620  
City Licensed Business (as of 6/17) ..... 6,033  
Special Events (Annually)..... 46  
Dog Licenses (7/16 – 6/17) ..... 7,194  
Annual Animal License Fees..... \$167,747

Animal License Fee:	Not Altered	Altered
Dog Licenses	\$50	\$20
Senior Discount Fee	\$15	\$10

## Water Utility:

Total Water Customers (as of 7/11/17)..... 17,638  
Basic Service Charge:..... \$17.38  
Miles of Water Main ..... 212.8

## Sewer Utility:

Total Sewer Customers..... 16,343  
Miles of Sewer..... 171.8 mi  
Basic Service Charge..... \$23.82/mo.4  
Total Storm Drains ..... 77 mi

## Streets (Center Line Miles):

Arterial Streets..... 25.0 mi.  
Collector Streets ..... 38 mi.  
Residential/Local Streets ..... 75 mi.  
Alleyways..... 3.0 mi.  
Total Streets ..... 138 mi.  
Signalized Intersections..... 81 locations

## Solid Waste Management Program

Automated Residential Refuse & Recyclable for 2017/2018  
Materials (3@65 gal containers) ..... \$20.84/monthly  
Materials (3@35 gal. containers) ..... \$20.17/monthly  
Commercial Refuse Collection (3 yd bin) ..... \$146.56/monthly  
Commercial Recycle Collection (3 yd bin) ..... \$65.08/monthly

## Fire Protection (Orange County Fire Authority):

Sworn Fire Fighting Personnel ..... 39  
Civilian Personnel..... 6  
Total Fire Personnel..... 45  
Number of Fire Stations ..... 3  
Number of Fire Inspections (FY 2015-16)..... 1,702  
Number of Fire Permits Issued (FY 2015-16) ..... 292

## Incident Statistics FY 2016-17:

Fire Calls ..... 69  
EMS/Rescues Calls ..... 3,846  
Hazardous Condition/Standby ..... 41  
Service Calls..... 420  
False Alarms..... 242  
Good Intent Calls ..... 627  
Over Pressure/Rupture ..... 5  
Natural Disasters ..... 1  
Other/Misc. .... 54  
Total Calls ..... 5,305

## Police Protection (Orange County Sheriff's Department):

Commissioned Police Personnel ..... 43  
Non-Commissioned Personnel ..... 6  
Total Police Personnel ..... 49

## Beaches, Parks and Recreation:

Beach Acreage ..... 20  
Miles of Beach ..... 4.7  
Park Acreage ..... 244.93  
Number of Parks..... 22  
Golf Course Acreage ..... 133  
Number of Golf Courses ..... 1  
Number of Recreation Buildings..... 6  
Square Footage of Buildings ..... 37,260  
Number of Swimming Pools ..... 4

## Services Provided by Other Agencies:

Animal Control & Shelter ... Coastal Animal Services Authority  
Library Services ..... County of Orange  
Public Transportation Orange County Transportation Authority  
Trash Removal ..... CR&R  
School District..... Capistrano Unified School District  
Social Services ..... County of Orange

City Song..... "On the Beach at San Clemente"  
"Sweet San Clemente"

City Flower ..... Bougainvillea  
City Tree ..... Coral Tree  
City Slogan..... "Spanish Village by the Sea"