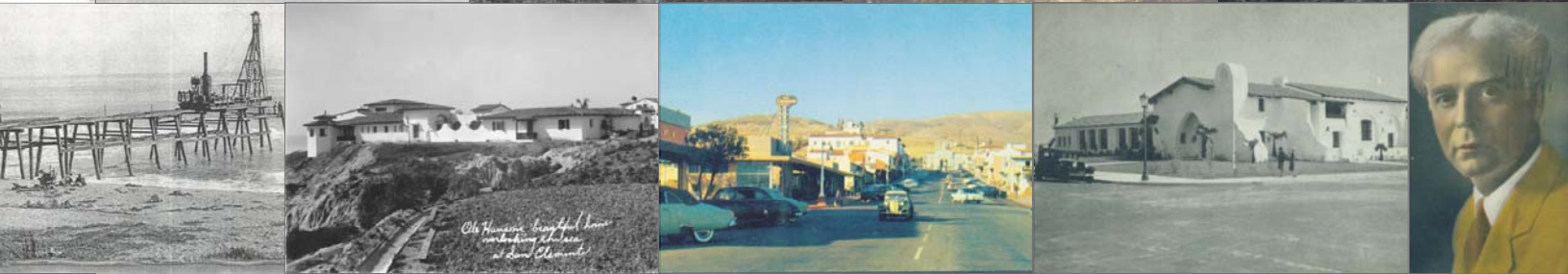
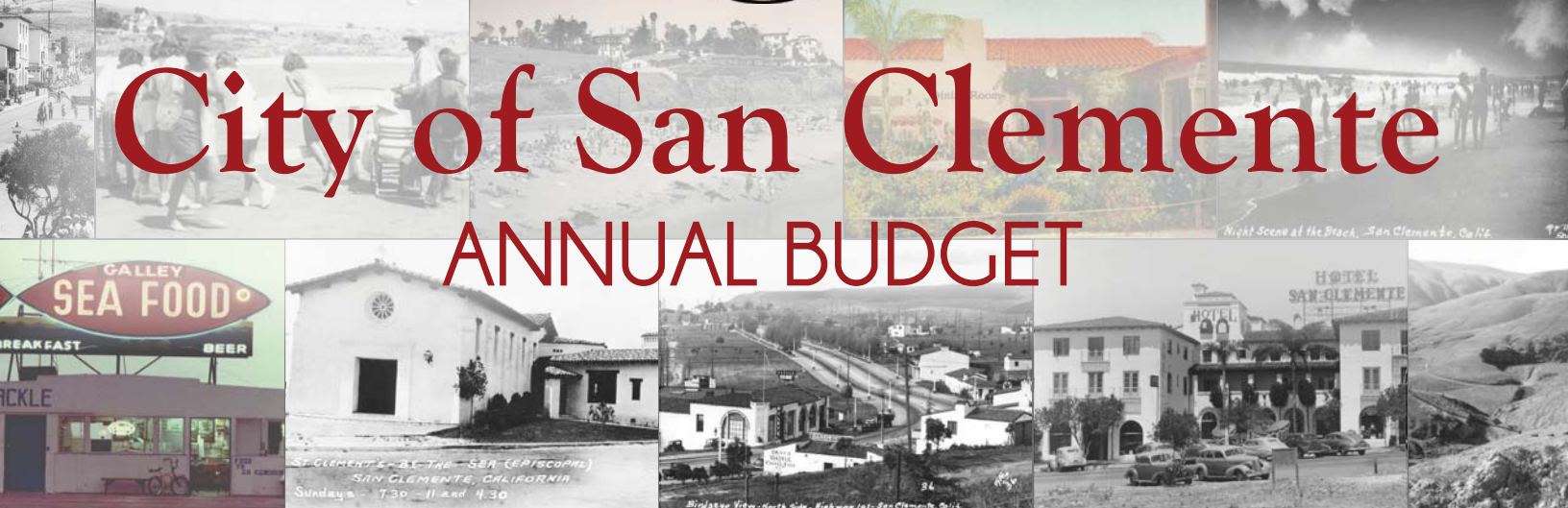


# City of San Clemente

## ANNUAL BUDGET



"Spanish Village by the Sea"

Fiscal Year  
2018-19







**Tim Brown**

Mayor

**Chris Hamm**

Mayor Pro Tem

**Lori Donchak**

Councilmember

**Steven Swartz**

Councilmember

**Kathy Ward**

Councilmember

**James Makshanoff**

City Manager

# Annual Budget

## Fiscal Year 2018-19



## 2018 San Clemente City Council



Top Row: Mayor Tim Brown

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



### *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 "Lori Donchak".



# Table of Contents

## Introductory Section

Annual Budget Title Page .....	1
Council Photo .....	2
Table of Contents .....	3
City Organization Chart .....	7
Financial Accomplishments .....	8
City Manager Transmittal Letter .....	9
Fiscal Year 2017-18 Accomplishments by Department .....	16
San Clemente at a Glance.....	18
Reader’s Guide to the Budget .....	20

## Budget Overview

Budget Summary .....	25
Financial Overview .....	29
Budget Process .....	43
Accounting Systems & Controls.....	45

## All Funds Summary

All Funds Budget Overview.....	49
All Funds Budget Summary .....	51
All Funds Summary – Revenues by Category.....	52
All Funds Summary – Expenditures by Category .....	53
All Funds Summary – Budget Comparisons by Fund - Revenues.....	54
All Funds Summary – Budget Comparisons by Fund - Expenditures .....	55
All Funds Revenue Summary .....	56
All Funds Revenues by Line Item .....	57
All Funds Revenue Assumptions.....	62
All Programs Expenditure Summary.....	65
All Funds Expenditures Summary .....	69
All Funds Expenditures by Line Item .....	70

## General Fund Revenues & Expenditures

General Fund Summary .....	77
General Fund Revenues by Category.....	78
General Fund Expenditures by Department.....	79
General Fund Expenditures by Category .....	80
General Fund - Fund Balance .....	81
General Fund Revenue Overview .....	82
General Fund Revenue Summary .....	83
General Fund Revenues by Line Item .....	84
General Fund Revenue Assumptions.....	88
General Fund Expenditure Overview .....	92
General Fund Expenditure Summary .....	93
General Fund Expenditures by Line Item .....	94
General Fund Expenditures by Department.....	98

## General Government

General Government Overview.....	101
General Government Department Summary .....	102
Legislative Division Summary .....	103
City Manager Department Summary .....	104
City General Department Summary .....	105
City Clerk Department Summary.....	106
Economic Development Department Summary.....	107

# Table of Contents

## Finance & Administrative Services

Finance & Administrative Services Overview .....	109
Finance & Administrative Services Department Summary.....	110
Finance & Administrative Services Administration Summary .....	111
Finance Division Summary .....	112
Human Resources Division Summary .....	113

## Public Safety

Public Safety Overview .....	115
Public Safety Department Summary .....	116
Police Services Summary .....	117
Fire Services Summary .....	118
Marine Safety Division Summary .....	119

## Community Development

Community Development Overview .....	121
Community Development Department Summary.....	122
Administration Division Summary .....	123
Building Division Summary.....	124
Planning Division Summary .....	125
Code Compliance Division Summary .....	126

## Public Works

Public Works Overview.....	127
Public Works Department Summary .....	128
Administration Division Summary .....	129
Engineering Division Summary .....	130
Facilities & Street Maintenance Services Division Summary.....	131
Beaches Parks Maintenance Division Summary .....	132

## Beaches, Parks & Recreation

Beaches, Parks & Recreation Overview.....	133
Beaches, Parks & Recreation Department Summary .....	134
Administration Division Summary .....	135
Recreation Division Summary .....	136

## Special Revenue Funds

Special Revenue Funds Overview .....	137
Street Improvement Fund .....	138
Gas Tax Fund .....	140
Miscellaneous Grants Fund .....	142
Air Quality Improvement Fund.....	143
Local Cable Infrastructure Fund .....	144
Police Grants Fund .....	145

## Capital Project Funds

Capital Project Funds Overview.....	147
Parks Acquisition & Development Fund .....	148
Local Drainage Facilities Fund .....	149
RCFPP Fund .....	150
Public Facilities Construction Fee Fund .....	151
Developers Improvement Fund.....	153
Low/Moderate Income Housing Fund.....	155
Reserve Fund .....	156

# Table of Contents

## Debt Service Funds

Debt Service Funds Overview.....	159
Negocio Debt Service Fund .....	160

## Enterprise Funds

Enterprise Funds Overview .....	161
Enterprise Funds Operating Summary .....	163
Water Operating Division Summary.....	164
Sewer Operating Division Summary.....	165
Storm Drain Operating Division Summary.....	166
Clean Ocean Operating Division Summary.....	167
Solid Waste Operating Division Summary.....	168
Golf Operating Division Summary .....	169
Water Depreciation Reserve Fund .....	170
Water Acreage Fee Reserve Fund .....	172
Water Other Agency Depreciation Reserve Fund.....	173
Sewer Depreciation Reserve Fund .....	174
Sewer Connection Fee Reserve Fund .....	176
Sewer Other Agency Depreciation Reserve Fund.....	177
Storm Drain Utility Depreciation Reserve Fund.....	178
Clean Ocean Improvement Reserve Fund .....	180
Golf Depreciation Reserve Fund.....	181
Golf Capital Improvement Reserve Fund .....	182

## Internal Service Funds

Internal Service Funds Overview .....	183
Central Services Fund .....	184
Information Technology Fund .....	185
Fleet Services Fund.....	186
Fleet Replacement Reserve Fund .....	187
Medical Insurance Fund .....	189
Workers' Compensation Fund.....	190
General Liability Self-Insurance Fund .....	191

## Capital Improvement Program (CIP)

CIP Overview and Summary .....	193
Map of Major CIP Projects.....	196
New CIP Graphs.....	197
New CIP – Summary by Category .....	199
Maintenance & Other Projects – Summary by Category.....	202
New CIP – Summary by Fund .....	203
Maintenance & Other Projects – Summary by Fund .....	206
CIP Revenue Summary .....	208
Maintenance & Other Revenue Summary .....	209
Drainage Master Plan Summary.....	210
Drainage – Project Sheets .....	211
Parks & Median Master Plan Summary.....	213
Parks & Median – Project Sheets .....	214
Wastewater (Sewer) Master Plan Summary .....	220
Sewer – Project Sheets.....	221
Street Master Plan Summary .....	230
Street – Projects Sheets .....	231
Water Master Plan Summary .....	247
Water – Projects Sheets .....	249
City Facilities Master Plan Summary .....	257
Facilities & Other Improvements – Project Sheets.....	258



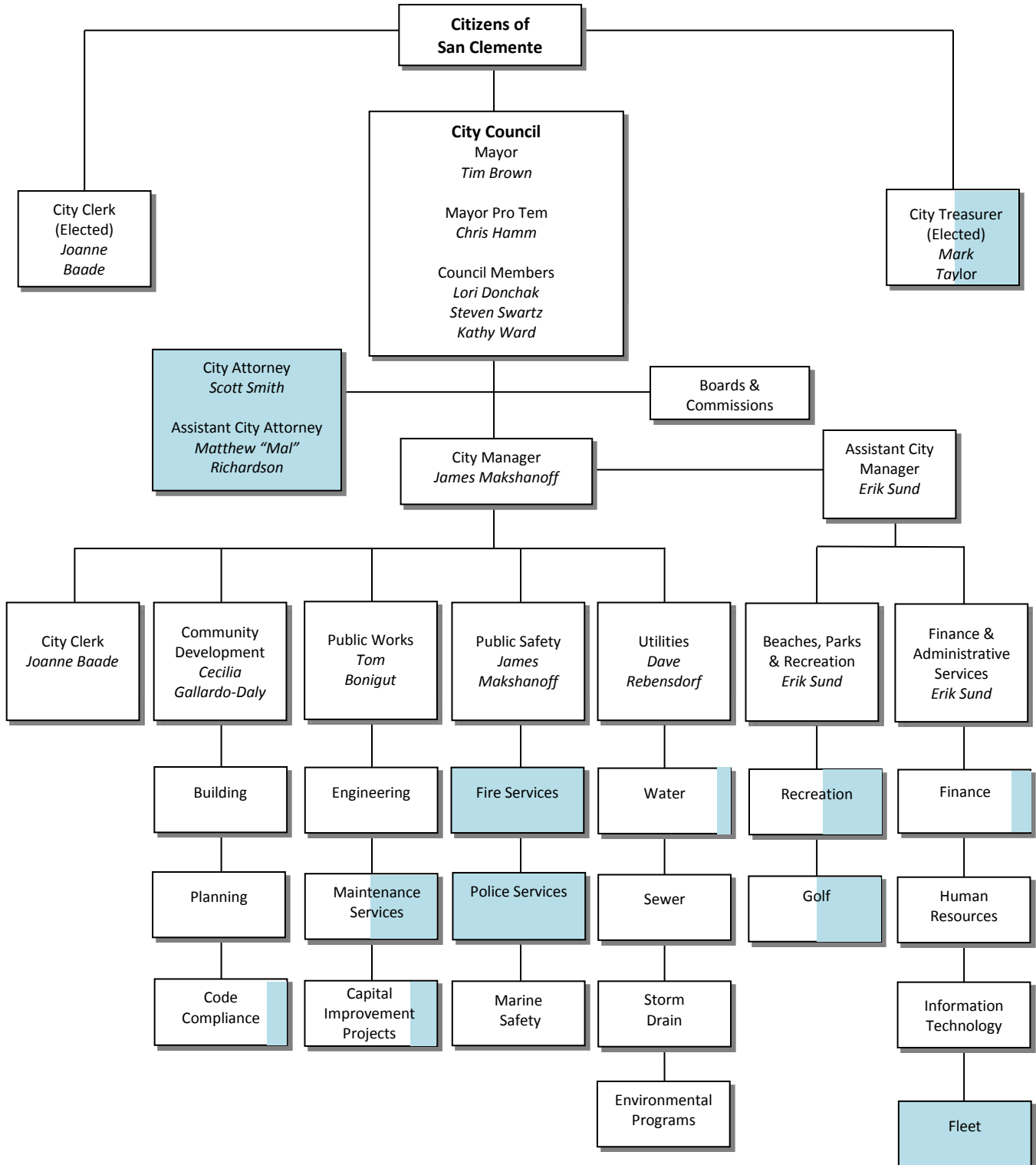
# Table of Contents


CIP Carry Forward Projects.....	267
<b>Fiscal Policy &amp; Debt Summary</b>	
Fiscal Policy Statement.....	271
Appropriations Limit.....	279
Debt Summary.....	281
<b>Performance Measures</b>	
Performance Measures - Summary.....	285
General Government.....	286
Finance & Administrative Services.....	287
Public Safety.....	290
Community Development.....	292
Public Works.....	295
Utilities.....	297
Beaches, Parks & Recreation.....	299
<b>Staffing</b>	
Staffing Changes.....	301
Staffing Chart.....	304
Contract Staffing Chart.....	311
<b>Glossary and Index</b>	
Glossary.....	313
List of Acronyms.....	326
Index.....	328
<b>Appendix A – City of San Clemente Fee Schedule .....</b>	<b>332</b>
<b>Demographic and Statistical Information .....</b>	<b>Inside Back Cover</b>

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

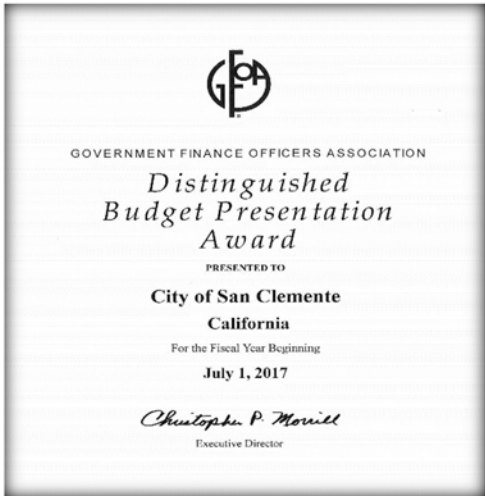
*Photography in this publication has been provided by:  
Will Buddenhagen, Former City Employee*

# 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, 2017. 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.”

**STANDARD  
& POOR'S**

**RATINGS DIRECT**

**AAA---**An obligation rated 'AAA' has the highest rating assigned by Standard & Poor's. The obligor's capacity to meet its financial commitment on the obligation is extremely strong.

Standard and Poor's reaffirmed the City's long-term financial "AAA" rating and stable outlook in August 2015.





## City of San Clemente

James Makshanoff, City Manager  
910 Calle Negocio, San Clemente CA 92673

---

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 2018-19 fiscal year, commencing on July 1, 2018 through June 30, 2019. The total City budget amounts to \$138.2 million, with a total General Fund spending plan of \$71.1 million.

As we close out fiscal year 2017-18, the City celebrates 90 years of cityhood. If we step back and look at the City, there are many things to be proud of. The City has successfully completed the Beaches, Parks & Recreation Master Plan update (relevant for 15 years), implemented a proactive inspection model for Code Enforcement establishing geographic assignment areas, completed a Water cost-of-service study, maintained Standard and Poor's long-term financial "AAA" rating, and completed a successful first year of the summer SC Trolley operation. These are just a few of the many accomplishments City staff has achieved over the past year.

However, as we embark into fiscal year 2018-19 the City is faced with some new challenges, as well as some ongoing issues, that threaten to overshadow the many accomplishments that have been attained. Many of these challenges, such as homelessness, sober living impacts, and vacation rentals within our residential community, potentially impact quality of life in the City. In addition, Orange County cities continue to see cost increases in public safety services, with no associated benefit or service level increases from these cost escalations. As the City deals with these challenges, the community's expectations for increased public safety services grows. However, as the City addresses these challenges, we know it will take a number of ideas to alleviate these issues, which all coastal communities are battling.

A great example of multiple disciplines focusing on a current issue was the implementation of weekend Code Enforcement to tackle the community impacts of sober living operations and vacation rentals. This recommendation came through a study that assessed the City's Community Development Department. Since many, if not most, of the infractions in these areas were not a crime, Public Safety was unable to tackle many of the residential concerns. However, through the collaboration of the City Attorney, the Orange County Fire Authority, the State Department of Health Services, the Orange County Sheriff's Department and the City's Code Enforcement division, the City developed a plan that included a new ordinance to regulate these activities and a reorganization of Code Enforcement staffing to better address these issues. Partnering with a number of agencies/organizations who have a role in regulating or interacting with these activities has allowed us to become better educated, and in turn, better suited to dealing with the impacts. It is this type of approach that will help address these challenges in the community.

As we developed this budget and took into consideration future operating budget deficits, we were faced with shifting the City's allocation of resources and realigning City services to address these new challenges, while minimizing long term financial impacts. As the City Manager, I have a responsibility to maintain a sustainable budget and ensure City services are administered efficiently and effectively.

The City's five-year financial forecast presented at the 2018 Long Term Financial Plan (LTFP) workshop has been updated to reflect the fiscal year 2018-19 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>2018-19</b>	<b>2019-20</b>	<b>2020-21</b>	<b>2021-22</b>	<b>2022-23</b>
Operating receipts	\$ 63.9	\$65.9	\$67.7	\$69.7	\$71.8
Operating disbursements	<u>63.7</u>	<u>66.0</u>	<u>68.5</u>	<u>71.2</u>	<u>74.1</u>
<b>Projected surplus/deficit</b>	\$ 0.2	\$( 0.1)	\$(0.8)	\$(1.5)	\$( 2.3)

The General Fund's forecasted operating position is positive in the first year 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 2018-19 strive to maintain existing staffing and service levels, while incurring minimal increases in costs. We are a City that has accepted the ongoing practice of doing more with less. While it is not optimal, it is not realistic to think there is going to be a change in the immediate future, unless new revenues are realized. The fiscal year 2017-18 budget saw a number of efficiencies realized through restructuring of the Community Development and Beaches, Parks and Recreation Departments, the reorganization of the Public Works and the Utilities Departments, and the review of the City's Public Safety services. With all of these organizational improvements, it is important to note the full time employee count for FY 2017-18 decreased by 0.25 full-time equivalent positions. For fiscal year 2018-19 we see an increase of 0.32 in full-time equivalent positions. The bottom line is that the City continues to live within the confines of its budget while reallocating services to better meet the current needs and priorities of the community. As you will see in the proposed fiscal year 2018-19 budget, all budgets, including Public Safety, mirror this theme of reallocation of services while staying within existing budgets. This is necessary to maintain a strong financial position as we approach projected budget operating deficits in future fiscal years.

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

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 has grown from \$12.1 million in fiscal year 2013-14 to \$15.5 million for the coming fiscal year, with annual increases averaging 5% over that time period. This represents a total increase of \$3.4 million, or 28%, over the five year period, with no service level increases over the last four years. The annual

increases each year are mainly driven by negotiated personnel cost increases, which are not controlled by the City. To address police staffing levels, service levels for FY 2018-19 were increased, adding two Deputy II positions. In order to provide funding for the additions, citywide reductions were implemented in departmental budgets and the overtime budget was reduced in the OCSD contract. An additional mid-year contract increase is anticipated for FY 2018-19 as expiring labor agreements are renegotiated.

The Orange County Fire Authority (OCFA) Fire Services contract provides an annual cap of 4.5% for increases to the base contract; however, any “shortfalls” (increases over 4.5%) are still paid by the City, as they are incorporated into OCFA’s subsequent contract renewals. The current OCFA base contract, including payments for prior shortfalls, increased from \$6.9 million in fiscal year 2013-14 to \$8.6 million for the coming fiscal year, with annual increases averaging 3.4% over that time period. This represents a total increase to the base contract of \$1.7 million, or 25%, over the five year period, also without any significant service level increases. Maximum base contract increases of 4.5% are expected over the next several years. In addition, a 4<sup>th</sup> firefighter position (on a three person rotation) will be phased in over the next several years, adding an additional cost of approximately \$800,000 annually by fiscal year 2024-25.

Funding needs also continue for Capital Improvement and Major Maintenance projects. Projects for the coming year include remodel of the first floor of the 910 Negocio building, improvements to water and sewer infrastructure (including replacements of a gravity belt thickener and a boiler at the Water Reclamation Plant), additional funds for structural repairs and upgrades for the Marine Safety building and for Pier Structural Construction, repairs of the Golf Cart path at the Municipal Golf Course, an array of street improvement and paving projects, annual funding for street repairs, slurry seal, sidewalk maintenance and facility maintenance, as well as several other Capital and Maintenance Projects. In total, the budget for fiscal year 2018-19 is allocating \$13.1 million towards Capital Improvement projects and \$4.9 million for Major Maintenance projects.

### **General Fund Overview**

An operating surplus of approximately \$200,000 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, one-time items, and various legal concerns. The General Fund operating budget amounts to \$63.7 million, while operating revenues amount to \$63.9 million. Total expenditures for the General Fund, including one-time capital project costs, transfers and grants, equals \$71.1 million, as compared to total revenues of \$65.1 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 \$33.3 million, an increase of \$1.4 million, or 4%, as compared to the fiscal year 2017-18 adjusted budget. Property taxes are a principal revenue source for the City, comprising 51% of total General Fund revenues. *Sales taxes* represent the City’s second highest revenue source and are anticipated to increase by \$248,000, or 3%, to \$10.2 million in fiscal year 2018-19.

*Fund balances* are projected to total \$15.8 million at the end of fiscal year 2018-19, which includes \$12.7 million in emergency reserves and an unassigned fund balance of \$3.1 million.



## Balancing the Budget

The General Fund *operating surplus* is projected at about \$200,000. This provides only a very small cushion for increases to operating costs or for a reduction to revenues that may occur over the coming year. The City will closely monitor this operating position over the next fiscal year. Significant cost adjustments included in the FY 2018-19 budget consist of:

- *Orange County Sheriff's Department (OCSD)*: The Police Services program increases by a total of \$1,089,000, or 7%, for the coming year. The largest component of the program, the FY 2018-19 contract with OCSD, equals \$15.4 million for the General Fund, a net increase of \$1,081,672, or 7.5%, from the prior year's contract amount. OCSD contract increases are mainly due to additional personnel costs previously negotiated with the OCSD labor group for sworn officers. Negotiations with other labor groups are ongoing, and additional increases may occur mid-year, once those negotiations are finalized. To address police services staffing levels, two Deputy II positions are added to the contract and the overtime budget is reduced to offset the net cost of one of the additional positions. The total program saw decreases in other miscellaneous line items, resulting in a net \$1.1 million overall increase in the Police Services program.
- *Orange County Fire Authority (OCFA)*: The City's Fire Services program, which includes both contracted Fire and Ambulance services, increases by a total of \$493,000, or 5%, for the coming year, to a total of \$10 million. The FY 2018-19 base contract budget for fire services with OCFA increases by \$372,000, or 4.5%. The total OCFA contract is proposed at \$8.8 million, and includes the base contract (\$8.6 million) as well budget for actual costs for facilities maintenance and vehicle replacement.
- *Care Ambulance Services (CARE)*: The City contracts with CARE for two full time ambulances in the City. The total Fire Services budget includes \$1.2 million for this additional service, an increase of \$94,000, or 8%, over the prior year's total budget for ambulance services.
- *Staffing and Hiring Strategy*: A variety of staffing additions, deletions and reclassifications are included in the FY 2018-19 budget, for a net total increase of 0.32 FTE positions. More information on personnel changes can be found in the Financial Overview and in the Staffing section of the budget document.
- *Compensation*: The City will begin the second year of its three year MOU agreement with the San Clemente City Employees Association (SCCEA), in effect 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. Other compensation changes include step increases for eligible employees and a variety of staffing adjustments, including an increase of 0.32 in full-time equivalent positions.
- *Pension*: Compared to the adjusted budget for FY 2017-18, the FY 2018-19 budget reflects an overall increase of 6% for retirement pension expenses, partially attributed to personnel increases per the current MOU. Additional impacts increasing the City's contribution requirements include CalPERS phasing in a lower discount rate assumption, changes in actuarial assumptions, and lower than anticipated investment returns in the prior year. These

required contribution increases are somewhat offset by increased employee pickup of retirement costs, per the current MOU agreement.

- *Health costs:* There is a slight increase included in the budget for the City paid portion of employee health care costs for FY 2018-19, based on provisions in the three-year SCCEA MOU agreement.
- *Rental of Negocio Building:* The City leases portions of the second 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. A second tenant on the second floor has a three year lease, expiring in November 2020. The remainder of the floor will be used temporarily by City staff during the rehabilitation of the first floor, which is fully occupied by the City. The lease for the tenant on the third floor expired in January, 2018 and was not renewed, as City staff moved from the old City Hall building into the third floor space.
- *Downtown Business Association (DBA):* The DBA funding level included in the budget is \$32,000 for FY 2018-19, a \$2,000 increase from the prior year. This funding covers costs related to the DBA's car show, the Glitz and other related events.

### **Other Funds**

The total fiscal year 2018-19 Budget for All Funds, *including fund balances*, amounts to \$240.7 million. Operating revenues and expenditures total \$127.5 million and \$114.6 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 \$2.1 million is included for capital projects and \$975,000 for maintenance projects, including \$300,000 for as needed pavement repairs.
- *Gas Tax Fund:* A total of \$2.9 million is included for capital projects, including \$1.5 million for Camino De Los Mares – Avenida Vaquero to I-5 project, and \$1.3 million for arterial street pavement maintenance.
- *Water Depreciation Reserve:* Major capital projects include \$800,000 for the Reservoir 10 and 6 Water Line project. An additional \$600,000 is budgeted for various maintenance projects.
- *Sewer Depreciation Reserve:* Funding is provided for replacements of the Gravity Belt Thickener (\$1.4 million) and Boiler (\$850,000) at the Water Reclamation Plant (WRP). Maintenance projects total \$750,000 for Sewer System repairs and rehabilitation.

### **Utility Rate Increases**

Water rates increase on January 1, 2019 by about 9.0% for the majority of single family residences, based on the new five-year rate structure adopted by the City Council on November 7, 2017. Water revenues declined significantly during the last drought, causing negative operating positions in the Water Fund as well as a rapid decline in operating and reserve fund balances. A Water Cost-of-Service Study was performed in 2017 which examined the City's cost to deliver water services. To stabilize revenues and maintain adequate reserve levels by rebuilding operating and depreciation fund balances, a uniform rate structure was recommended with annual increases in the fixed meter and water consumption charges beginning on January 1st, 2018 and continuing each year through 2022.

Sewer rates do not change in the fiscal year 2018-19 budget. Revenue from sewer charges will not fully recover the costs to operate the City’s sewer system and the continued maintenance of the system’s infrastructure. A Sewer Cost-of-Service Study, expected to be performed during fiscal year 2018-19, will examine the current cost structure and make recommendations to address the current funding deficit. A new rate structure to fully recover costs, while proportionally allocating costs of service amongst the City’s various customer classes, is not expected until late in the fiscal year.

**Capital Improvement Program**

The City’s Capital Improvement Program (CIP) includes \$13.1 million in new appropriations for fiscal year 2018-19 for 24 projects. Major projects included in this funding are as follows:

<i>Project</i>	<i>Cost</i>
910 Negocio Remodel	\$2,500,000
Camino De Los Mares – Ave Vaquero to I-5	1,500,000
FY 2019 Street Improvement Projects	1,400,000
WRP Gravity Belt Thickener Replacement	1,400,000
FY 2019 Arterial Street Pavement Maintenance	1,300,000
WRP Boiler Replacement	850,000

The City’s CIP maintenance budget totals \$4.9 million for 26 projects next fiscal year, including Municipal Golf Course Cart Path Repair, pavement and sidewalk repairs, water and sewer system rehabilitation, and funding for annual slurry seal, sidewalk, street, and building maintenance.

**Decision Packages**

Decision packages incorporated into the fiscal year 2018-19 budget total \$604,000, of which \$316,000 is for the General Fund, including \$52,000 for several staffing changes, \$43,000 for equipment at the Aquatics Center, \$6,000 for mobile I.T. equipment for the Building Division, \$140,000 for the General Fund’s share of median landscaping, and \$75,000 for homeless outreach services.

Other Fund decision packages included in the budget, mainly one-time items, total \$288,000, and include \$80,000 for Information Technology Strategic Plan projects, \$25,000 in the Water Fund for replacement of a portable water disinfection unit, \$10,000 for a radar trailer for the RSVP program, \$18,000 for interns and equipment for the Clean Ocean program, \$140,000 for a portion of the cost for median landscaping, and \$15,000 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 fiscal year 2018-19 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 year of the forecast, while operating deficits are projected beginning in fiscal year 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 fiscal year 2017-18 including the move of City Hall operations to the Negocio building, the Coastal Commission approval of the City's Coastal Land Use Plan (LUP), and the launching of the formal "SCRides with Lyft" ridesharing program, including wheelchair accessibility and call center options. A more inclusive list of accomplishments by Department can be found on the following pages.

In fiscal year 2018-19, we will again see a significant list of initiatives and projects that will continue to improve the City of San Clemente.

### **Summary**

In the preparation of the proposed budget for fiscal year 2018-19, the City was deliberate in minimizing any increases or growth, which will contribute to a better financial position to address future budget deficits. However, with that said, the City has provided some collaborative solutions that seek to address community impacts, while attempting to stay within the existing budget parameters. As you have seen, the City's operating position is significantly lower than last fiscal year, which is always a concern and will be closely monitored. I also anticipate reviewing new revenue opportunities in the coming fiscal year to help bolster the City's revenue stream, which can strengthen the City's operating position and allow for more City services.

In closing, I have to take a moment and thank the employees of the City of San Clemente. If it wasn't for their dedication and loyalty to the City of San Clemente, many of these accomplishments would have not been achieved. I look forward to another year of successes and many more accomplishments.



James Makshanoff  
City Manager

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

## **Fiscal Year 2017-18 Accomplishments by Department**

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

- Implemented pool and aquatic operations at the Ole Hanson Beach Club
- Completed the Beaches, Parks & Recreation Master Plan update, relevant for 15 years
- Hosted and celebrated the City's 90<sup>th</sup> Anniversary at San Clemente Day
- Managed 52 City and partnered community event
- Initiated overnight locking of public restrooms
- Renewed 60 recreation and aquatics instructor contracts and added 13 additional new contractors
- Established an additional set of tees at a significantly reduced yardage for beginning players
- Completed transition to new registration software
- Developed and executed North Beach Farmers Market events

### **Community Development**

- Cross-Training of Building Division Staff for increased coverage for the public
- Implemented Proactive Inspection Model for Code Enforcement, and established geographic assignment areas
- Certification of the Housing Element & Mid-Term Housing Element updates
- Coastal Commission approval of Coastal Land Use Plan (LUP)
- Development of a Sea Level Rise Study and Vulnerability Assessment
- Entitled Miramar Theater for redevelopment
- Approval of Supplemental Environmental Impact Report and Sign Exception Permit for Outlets at San Clemente

### **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
- Transitioned all FAS staff to the City's Negocio facility
- Established and initiated an Employee Satisfaction Survey
- Transitioned legacy retirement plan to a new third party administrator
- Implemented IVR system and on-line mobile payment platform for Utility Billing
- Upgraded Data Storage (SAN) and Network Equipment
- Upgraded Citywide Structured Cabling
- Replaced Recreation Management Software

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

- Deployed new, compatible 800 Mhz radios into new communications system
- Implemented Community Policing Model
- Increased Neighborhood Watch participation
- Conducted meetings with the City's Public Safety Task Force to seek Public Safety recommendations.
- Staffed Engine 50 with a fourth firefighter/paramedic in an effort to increase ALS level service throughout the city
- Assisted in completion of the transition of ambulance services to CARE Ambulance Company
- Responded to approximately 5250 emergency calls for help in the city
- Participated in 53 Community Outreach events throughout the city

- Rescued 1,531 swimmers in distress, warned 22,897 visitors of dangerous situations, and performed 1,439 medical aids - with 0 drownings.
- Received the United States Lifesaving's Drowning Prevention Achievement award and Distinguished Safety Service award

### **Public Works**

- Completed construction of the N. ECR Bike/Pedestrian Path, Camino Del Rio roundabouts, and Concordia Safe Routes to Schools projects.
- Completed second phase of LED streetlight replacements.
- Completed successful first year of summer SC Trolley operation.
- Launched the formal "SCRides with Lyft" ridesharing program including Wheelchair Accessible Vehicle and Call Center options.
- Completed construction of Pier Rehabilitation.
- Completed T-Street Pedestrian Overpass Rehabilitation.
- Refurbished all 9 parking pay stations city-wide.
- Started an updated pool maintenance program which reduced chemical use and costs by 83%.

### **Utilities**

- Completed capture of the majority of assets and began development of preventative maintenance programming within Lucity, the City's Computerized Maintenance Management System (CMMS).
- Increased water supply reliability through a 20 year agreement with Trabuco Canyon Water District to purchase treated potable water from Baker Water Treatment Plant.
- Completed Del Presidente and Highland Light Phase II construction.
- Rehabilitated Primary Clarifier No. 4.
- Completed Tesoro Pressure Regulating Station rehabilitation project.
- Completed Reservoir Rehabilitation, Mechanical Mixing, and Chemical Enhancement project to improve water quality management.
- Obtained interim Environmental Laboratory Accreditation Program (ELAP) certification.
- Solids Holding Tank Additional Storage project completed.
- Transferred from potable water to recycled water for all plant processes.
- Processed 1.2 billion gallons of wastewater (a 82 million gallon or 7.3% increase over FY-2017) and 3,960 wet tons of solid waste.
- Hired a second Water Quality Code Compliance Officer.
- Installed Netting and Bird Deterrents from the base of the Municipal Pier to Zero Tower.
- Updated Solid Waste and Recycling Municipal Code to comply with increased diversion requirements for Construction and Demolition (C&D) debris, per the CA Green Building Standards Code.
- City met AB1826 Organics Diversion thresholds



# 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 65,304 enjoys 187.93 acres at 23 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 2018-19 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 2018-19 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 2018-19 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 2016-17 actual expenditures, FY 2017-18 adjusted budget and projected expenditures, and budgeted expenditures for FY 2018-19 for General Fund divisions within the Department.
- **Department Expenditures by Category** - A chart comparing FY 2016-17 actual expenditures, FY 2017-18 adjusted budget and projected expenditures, and budgeted expenditures for FY 2018-19 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 2017-18.
- **Key Initiatives** – A listing of key initiatives for the Department/Program for Fiscal Year 2018-19.

**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 2016-17 actual expenditures, FY 2017-18 adjusted budget and projected expenditures, and budgeted expenditures for FY 2018-19 for General Fund programs within the Division.
- **Category Expenditure Summary** - A chart comparing FY 2016-17 actual expenditures, FY 2017-18 budgeted and projected expenditures, and budgeted expenditures for FY 2018-19 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 2016-17 beginning balance, FY 2017-18 beginning budgeted and projected balance, and budgeted beginning balance for FY 2018-19.
- **Revenue Summary** - A chart comparing FY 2016-17 actual revenues, FY 2017-18 budgeted and projected revenues, and budgeted revenues for FY 2018-19.
- **Expenditures by Program** - A chart comparing FY 2016-17 actual expenditures, FY 2017-18 adjusted budget and projected expenditures and budgeted expenditures for FY 2018-19 by program within the Division.
- **Ending Net Working Capital Balance** - A chart comparing FY 2016-17 ending balance, FY 2017-18 ending budgeted and projected balance, and budgeted ending balance for FY 2018-19.
- **Expenditures by Category** - A chart comparing FY 2016-17 actual expenditures, FY 2017-18 budgeted and projected expenditures, and budgeted expenditures for FY 2018-19.
- **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 2018-19. 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 2018-19 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 2018-19 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 2014-15 to 2018-19. Position changes included in the FY 2018-19 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 2018-19

### 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 Long Term Financial Plan introduction that identifies key issues for City Council consideration. 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, and provides comprehensive quarterly reports to the City Council and public.

### Financial Highlights

A brief overview of the FY 2018-19 budget follows:

- Total City operating budget (excluding fund balances, capital outlay, debt service, and transfers between funds) amounts to \$114.6 million, compared to last year’s operating budget of \$110.9 million.
- General Fund total revenues total \$65.1 million, which is a 3.0% decrease from the FY 2017-18 adjusted budget of \$67.2 million. General Fund total expenditures (including transfers and one-time expenditures) total \$71.1 million, a 6% decrease from the prior year. Based on fiscal policy, one-time costs are paid with the General Fund’s unassigned fund balance.
- The General Fund operating budget (excluding capital outlay and grants of \$3.2 million, one-time transfers of \$3.3 million, and other one-time costs of \$1.0 million) amounts to \$63.7 million, which is an increase of 4.3% from last year. Operating revenues total \$63.9 million when adjusted by \$1.25 million for one-time transfers.



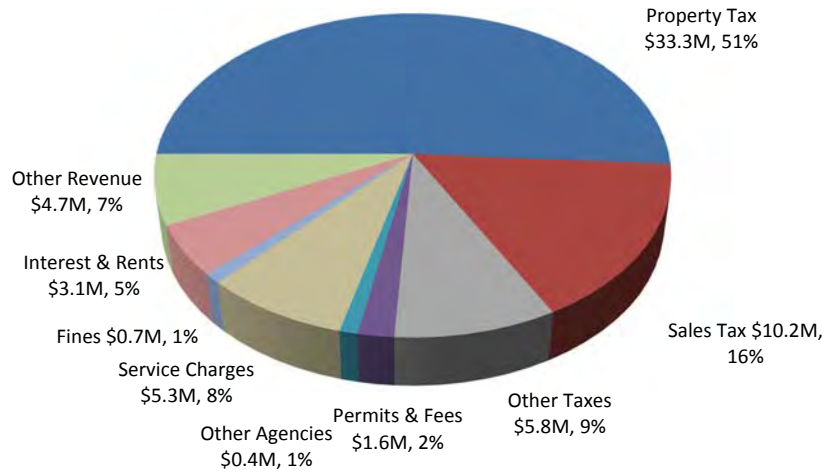
- The Capital Improvement Program totals \$13.1 million and the Maintenance program totals \$4.9 million.
- A net FTE total 0.32 increase in City positions are included in the budget.
- The OCSD Police contract increases to \$15.5 million, with \$15.4 million in the General Fund and \$0.1 million in the Police Grants Fund.
- The Fire contract with OCFA is \$8.8 million, which includes the base fire contract, and maintenance and replacement costs.



# Budget Summary

## Fiscal Year 2018-19

General Fund Revenue: \$65,110,260



### Revenues

General Fund total revenues amount to \$65.1 million. Revenues in the General fund are budgeted to decrease by 3% over the FY 2017-18 adjusted budget. Available fund balance will be reduced to fund one-time capital costs and studies.

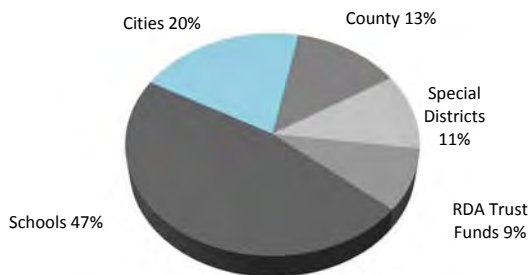
Taxes, service charges, fines, interest and rents, and miscellaneous income increase from FY 2017-18. Taxes represent about 76% of General Fund revenues and are budgeted to increase by 3%, or \$1.4 million, in FY 2018-19. Property, sales, franchise and business license taxes all reflect budget increases as a result of the stronger economy and new development in the City. Service charge revenue increases based on higher recreation fees and ambulance service fees, including a complete year of a second full-time City ambulance. Fines increase 44% or \$223,230 due to increased code compliance administrative citations. Interest and rents increase due to interest rate increases and increased rental revenue from the Ole Hanson Beach Club and other City facilities.

Intergovernmental, permits and fees, 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. Permits and fees decrease due to lower construction related fees than in the prior year.

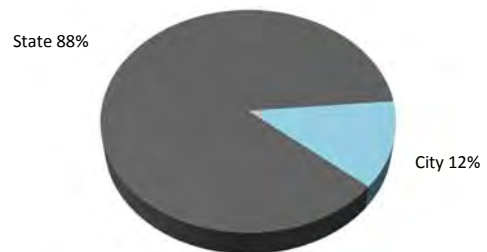
### Where the Typical Orange County

#### Property Tax Dollar Goes

(Locally Assessed 1% Basic Levy)



### Where the Sales Tax Dollar Goes

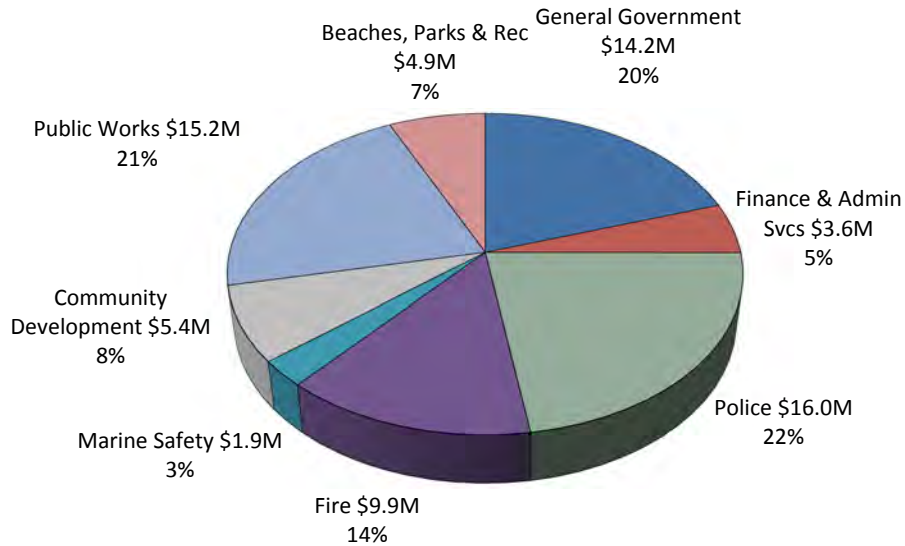




# Budget Summary

## Fiscal Year 2018-19

**General Fund Expenditures: \$71,131,170**  
(Includes one-time expenditures)



### Expenditures

General Fund total expenditures decline by 6% to \$71.1 million from last years adjusted budget of \$75.8 million. Once expenditures are adjusted for one-time items, operating expenditures increase 4% from the FY 2017-18 adjusted operating position, 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 7% as a result of negotiated cost-of-living increases and benefit changes, applicable step increases, changes to staff positions and FTE's, and multiple vacancies in FY 2017-18 which required budget savings to be transferred to contractual services. Debt service, which is the funding of the past service pension costs for safety plans, increased 22%, or \$229,000, due to actuarial assumption changes and a reduction in the discount rate. Interdepartmental charges increased for insurance charges resulting from multiple claims/lawsuits, and increased charges for replacement reserves for equipment, park assets, and other City assets.

Total contractual service costs decreased by 3% from FY 2017-18, however the budget increases for public safety contracts (police, fire, and ambulance), and the cost of water utilities. Contractual services decreases are related to one-time costs (SCRides program, building plan review services, the Local Coastal Plan and other contract assistance in Community Development). FY 2018-19 capital outlay is lower by \$4.7 million as the result of multi-year capital projects budgeted in FY 2017-18, such as the Safe Routes to School projects and pier structural construction. FY 2018-19 one-time expenditures include \$3.2 million for capital projects, studies and grant related activity, \$3.3 million for one-time transfers, and \$0.8 million for one-time costs.

### Financial Forecast:

The City's five-year financial forecast has been updated with the FY 2018-19 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 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

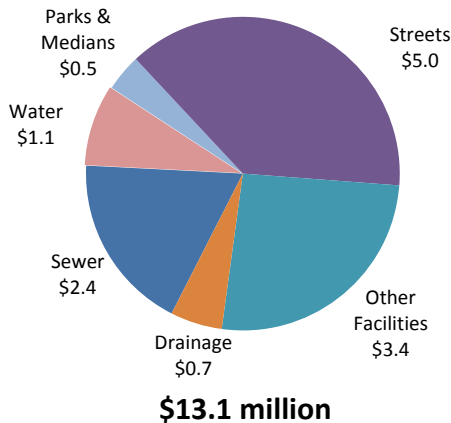
## Fiscal Year 2018-19

### 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 2018-19 is \$13.1 million. There are a total of 24 capital improvement projects included in this budget.

The Capital Improvement Program is divided into six major categories. FY 2018-19 activity is summarized below:



Capital improvement projects are funded through existing revenues in the General Fund, capital project funds, special revenue funds, or depreciation reserve funds.

Street improvement projects include the rehabilitation or reconstruction of pavement of various streets, Alley pavement rehabilitation, Arterial Street Pavement maintenance, Camino De Los Mares – Avenida Vaquero to I-5, Calle Industrias/Avenida Pico intersection signals, and Downtown Audible Pedestrian Signal Heads.

Major improvements to water infrastructure include the Reservoir 10 & 6 Water Line, and Calle Real Pump Station rehabilitation.

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

Significant project funding in the FY 2018-19 budget are noted below:

### Spending Around Town

910 Negocio Remodel – City Hall Relocation	\$ 2,500,000
Camino De Los Mares – Ave Vaquero to I-5	1,500,000
FY 2019 Street Improvement Projects	1,400,000
WRP Gravity Belt Thickener Replacement	1,400,000
FY 2019 Arterial Street Pavement Maint.	1,300,000
WRP Boiler Replacement	850,000
Reservoir 10 & 6 Water Line	800,000
M01/Avenida Vaquero Culvert Rehab.	700,000
Alley Pavement Rehabilitation	690,000
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 2018-19 fiscal year.



# Financial Overview

## Fiscal Year 2018-19

### 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 2018-19, including fund balances and reserves, amounts to \$240.7 million, with \$138 million of budgeted expenditures. The following table illustrates the \$138 million All Funds expenditure budget, by fund type, for FY 2018-19:

Fund Type	FY 2018-19
General Fund	\$71,131,170
Special Revenue Funds	7,645,800
Capital Project Funds	2,814,930
Debt Service Fund	0
Enterprise Funds	45,930,820
Internal Service Funds	10,697,780
<b>Total Spending Plan</b>	<b>\$138,220,500</b>

**The FY 2018-19 budget reflects the operating and capital spending plans for the City**

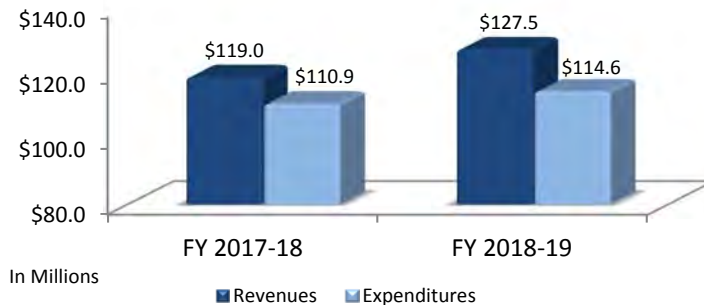
**Total spending plan = \$138.2 million**

For All Funds, Beginning Fund Balance is projected at \$105.6 million at the start of FY 2018-19 and Ending Fund Balance for FY 2018-19 is projected at \$102.5 million, a decrease of \$3.1 million. The following graph and table present the FY 2018-19 operating budget, as compared to the FY 2017-18 adopted operating budget, for All Funds:

### All Funds Operating Budget Comparison FY 2017-18 to FY 2018-19

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

 The City's All Fund Operating Revenues Exceed Expenditures



**Total operating revenues amount to \$127.5 million**

All Fund Revenues	FY 2017-18 <sup>1</sup>	FY 2018-19
All Funds Revenues	\$ 128.4 M	\$ 135.1 M
One-time revenues*	(2.8 M)	(0.2 M)
Transfers to other funds	(6.6 M)	(7.4 M)
<b>Total All Funds Operating Revenues</b>	<b>\$ 119.0 M</b>	<b>\$ 127.5 M</b>

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

**Total operating expenditures, excluding capital and transfers, amount to \$114.6 million**

All Fund Expenditures	FY 2017-18 <sup>1</sup>	FY 2018-19
All Funds Expenditures	\$ 134.7 M	\$ 138.2 M
Capital outlay/studies	(16.0 M)	(15.4 M)
Transfers to other funds	(6.6 M)	(7.4 M)
One-time costs*	(1.2 M)	(0.8 M)
<b>Total All Funds Operating Expenditures</b>	<b>\$110.9 M</b>	<b>\$114.6 M</b>

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

<sup>1</sup> Based on the FY 2017-18 Adopted Budget



# Financial Overview

## **Financial Overview – All Funds**

Revenues total \$135.1 million, a 3.2% decrease from the FY 2017-18 adjusted budget, while expenditures are budgeted at \$138.2 million, a 25.7% decrease from the FY 2017-18 adjusted budget. Excluding one-time items, All Funds operating revenues increase \$8.5 million and operating expenditures increase \$3.7 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, capital outlay, interdepartmental charges, and interfund transfers, Personnel, supplies, other charges, and debt service increase from the FY 2017-18 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 \$1.4 million, or 3%, with Property Tax up 4% due to growth in assessed valuations, new development, and high activity in property resales. Sales Tax revenue is up 3%, or \$248,000, due to higher consumer demand and growth in State and County pool revenue from online purchasing.
- Permits and Fees show a \$295,000 decrease, or 11%, mainly due to a lower budgeted revenues for building related permits. Infill and Sea Summit residential development amounts which is based on past history.
- Intergovernmental revenues decline \$3 million, or 34%, mainly the result of one-time grants in the prior year including \$0.9 million for a grant for SCRides, \$1.8 million for a Safe Routes to School grants, and \$1.0 million for street project grants.
- Service charges increase by \$1.4 million, or 4%, mainly based on higher water and sewer service charges, but also increased Recreation Program fees.
- Interest and rents increase by \$524,000, or 13%, mainly from higher investment earnings and interest rates.
- Other Revenues and Financing Sources show a decrease of \$4.8 million in total, mainly from decreases to transfers. General Fund overhead recovery is budgeted to decrease \$0.4 million. In FY 2017-18, transfers were budgeted including a \$0.7 reimbursement of OHBC project costs to the General fund, \$1.8 million to fund Clean Ocean activities, and other transfers between funds to support capital projects.

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

- Capital outlay is reduced \$35.6 million as multi-year projects are either in progress or were completed in FY 2017-18, with no additional budget required in FY 2018-19, most significantly the Pier Structural Construction project and the Safe Routes to School projects in the General Fund and a variety of Transportation, Water and Sewer projects in other Funds.
- Salaries and benefits increase by 5% overall, or \$1.4 million, primarily due to salary increases and other provisions from the three-year employee labor agreement currently in place, as well as a variety of staffing adjustments, and increased pension contribution requirements.
- Contractual services decrease \$9.7 million, or 17%, overall, although increases are seen in Police, Fire, and Ambulance Services contracts, and in the cost of Water. Increases are offset by other reductions, mainly related to one-time maintenance projects, studies, and other contractual items budgeted in the prior year. These include the SC Rides transportation assistance program, building plan review services, the Local Coastal Plan and other one-time contract staff assistance in Community Development, and several Water and Sewer maintenance projects.
- Other charges increase by \$197,000, or 1%, primarily due to increases in depreciation charges, as compared to the prior year.
- Interfund transfers decrease \$4.1 million based on FY 2017-18 capital project transfers.
- Debt service costs increase by \$229,000, or 11%, mainly due to an increase in FY 2018-19 for the Unfunded Liability payment for past Public Safety employees.

# Financial Overview

**Water rates increase 16.8% on January 1, 2019.**

### Water and Sewer Rates


Water rates increase on January 1, 2019 by about 9.0% for the majority of single family residences, based on the new five-year rate structure adopted by the City Council on November 7, 2017. Water revenues declined significantly during the last drought, causing negative operating positions in the Water Fund as well as a rapid decline in operating and reserve fund balances. A Water Cost-of-Service Study was performed in 2017 which examined the City’s cost to deliver water services. To stabilize revenues and maintain adequate reserve levels by rebuilding operating and depreciation fund balances, a uniform rate structure was recommended with annual increases in the fixed meter and water consumption charges beginning on January 1st, 2018 and continuing each year through 2022.

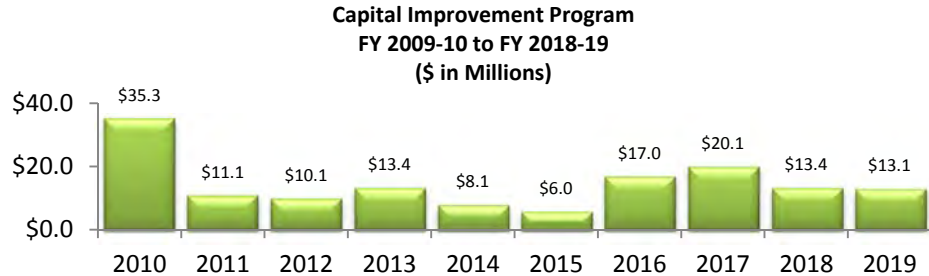
**No change to Sewer rates**

Sewer rates do not change in the FY 2018-19 budget. Revenue from sewer charges will not fully recover the costs to operate the City’s sewer system and the continued maintenance of the system’s infrastructure. A Sewer Cost-of-Service Study, expected to be performed during FY 2018-19, will examine the current cost structure and make recommendations to address the current funding deficit. A new rate structure to fully recover costs, while proportionally allocating costs of service amongst the City’s various customer classes, is not expected until late in the fiscal year.

### 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 \$461.6 million has been allocated to capital improvements since FY 1993.

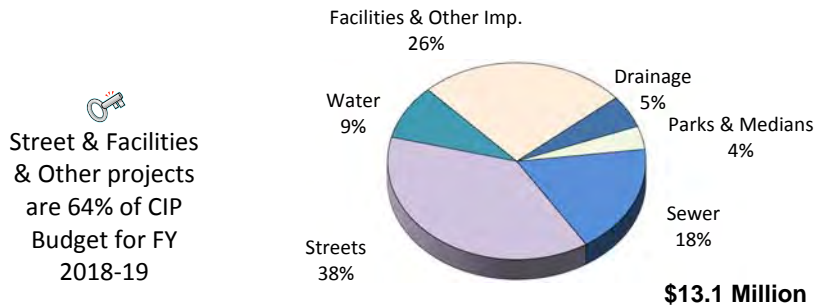
 \$461.6 million in Capital Improvements since 1993



**Capital Projects funded in FY 2018-19 total \$13.1 million**

### Capital Improvement Projects

The City’s Capital Improvement budget in FY 2018-19 amounts to \$13.1 million, compared to \$13.4 million the previous year. There are 24 capital improvement projects scheduled in the FY 2018-19 program. Capital project expenditures, by category, are planned as follows:



 Street & Facilities & Other projects are 64% of CIP Budget for FY 2018-19

The largest projects are \$2.5 million for 910 Calle Negocio Remodel – City Hall Relocation; \$1.5 million for the Camino Los Mares – Ave Vaquero to I-5 Rehabilitation; \$1.4 million for FY 2018-19 Street Improvement projects; and \$1.4 million for the WRP Gravity Belt Thickener Replacement in the FY 2018-19 Capital Improvement Budget.

# Financial Overview

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

## Maintenance and Other Projects

The City's maintenance and other projects budget in FY 2018-19 is \$4.9 million for 26 projects, including Major Street Maintenance Program, Sidewalk and Repair Improvements, as needed Pavement Repairs, slurry seal, sidewalk and building maintenance, and other building and structure repairs. Water, Sewer and Street projects comprise 80% of the total costs.

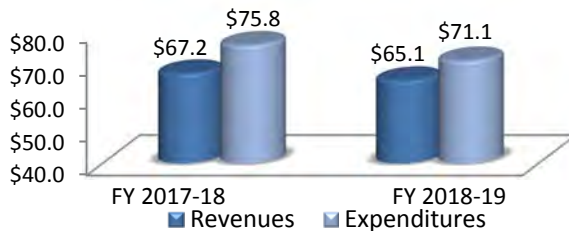
**General Fund total revenues equal \$65.1 million...General Fund total expenditures equal \$70.9 million**

## General Fund Overview

General Fund total revenues amount to \$65.1 million, 3.1% lower than the FY 2017-18 adjusted budget. General Fund total expenditures equal \$71.1 million, a decrease of 6% from the prior year's adjusted budget. These amounts include one-time costs. The following graph shows the General Fund budget for FY 2018-19 compared to the FY 2017-18 adjusted budget:

**General Fund Revenues & Expenditure Comparison  
FY 2017-18 to FY 2018-19**

(\$ in millions)



Includes one-time costs and capital expenditures from reserves

## 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 2018-19 amount to \$63.9 million, which is less than the \$65.1 million total revenue amount due to one-time transfers of \$1.25 million. General Fund operating revenues increase 2.8% from the FY 2017-18 adopted budget.

**General Fund operating revenues = \$63.9 million**

General Fund operating expenditures for FY 2018-19 total \$63.7 million and exclude one-time capital costs, studies, and grant related costs of \$3.2 million, one-time transfers to other funds (including reserves) of \$3.3 million, and other one-time costs of \$1.0 million. Operating expenditures increase by 4.3% from the FY 2017-18 adjusted operating position.

**General Fund operating expenditures = \$63.7 million**

**General Fund Operating Budget Comparison  
FY 2017-18 to FY 2018-19**

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 \$0.2 million for FY 2018-19**

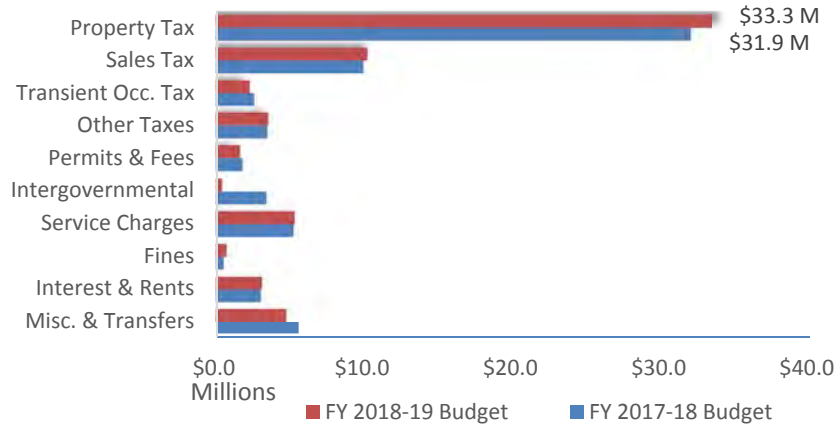
General Fund Revenues	FY 2017-18	FY 2018-19
General Fund Total Revenues	\$67.2 M	\$65.1 M
One-time revenues*	(3.5 M)	(0.0 M)
One-time transfers in	(1.6 M)	(1.2 M)
<b>Total General Fund Operating Revenues</b>	<b>\$62.1 M</b>	<b>\$63.9 M</b>


\*One time revenues for FY 2017-18 include building and planning fees for Marblehead Coastal and one-time grants.

General Fund Expenditures	FY 2017-18	FY 2018-19
General Fund Total Expenditures	\$75.8 M	\$71.1 M
Capital outlay or major projects	(8.3 M)	(3.2 M)
Other one-time costs	(3.1 M)	(1.0 M)
One-time transfers to other funds	(3.4 M)	(3.3 M)
<b>Total General Fund Operating Expenditures</b>	<b>\$61.0 M</b>	<b>\$63.7 M</b>

## General Fund Revenues

General Fund revenues are impacted by changes in the economy. General Fund revenue increases are expected in most taxes (property, sales, and franchise), service charges, fines, interest and rents, and miscellaneous revenues. Decreases are anticipated in transient occupancy taxes, permits and fees, intergovernmental, and interfund revenues. The following chart provides a comparison of the FY 2017-18 adjusted revenue budget to the FY 2018-19 revenue budget:



 FY 2018-19 Property Taxes represent 51% of total General Fund revenues

**Taxes amount to \$49.2 million, or 76% of total General Fund revenues**

Revenue Categories	General Fund Revenues by Category				
	2017-18 Budget	2017-18 Projected	2018-19 Budget	Dollar Change	% Bud 17-18 To Bud 18-19
Taxes	\$47,803,000	\$47,889,430	\$49,226,000	\$1,423,000	3%
Permits & Fees	1,788,540	1,781,840	1,619,790	(168,750)	-9%
Intergovernmental	3,390,580	3,108,910	392,000	(2,998,580)	-88%
Service Charges	5,203,790	5,220,270	5,306,340	102,550	2%
Fines	507,000	693,030	730,230	223,230	44%
Interest & Rents	3,017,710	3,142,140	3,103,660	85,950	3%
Miscellaneous	71,000	24,460	123,100	52,100	73%
Interfund Revenue	5,463,070	5,445,940	4,609,140	(853,930)	-16%
<b>General Fund Revenue</b>	<b>\$67,244,690</b>	<b>\$67,306,020</b>	<b>\$65,110,260</b>	<b>(\$2,134,430)</b>	<b>-3%</b>

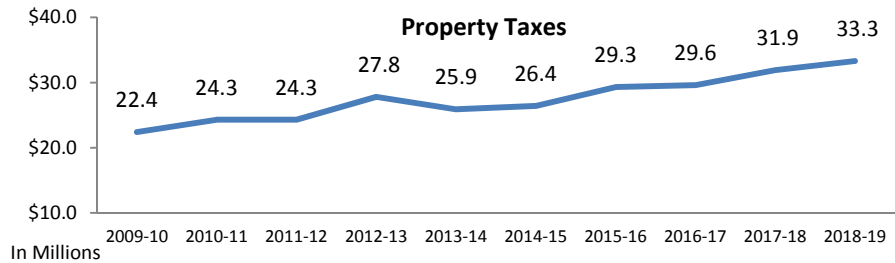
Significant revenues for the General Fund are derived from Property Taxes and Sales Taxes. These are discussed in more detail on the following pages, along with other significant changes in the General Fund from the FY 2017-18 adjusted budget to the FY 2018-19 budget.

# Financial Overview

**Property taxes increase by \$1.4 million, or 4.4%**


*Property Taxes* account for 51% of total General Fund revenues and are budgeted to increase by \$1.4 million, or 4%, for FY 2018-19, from increases in assessed valuations, new development, and high activity in property resales. 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:

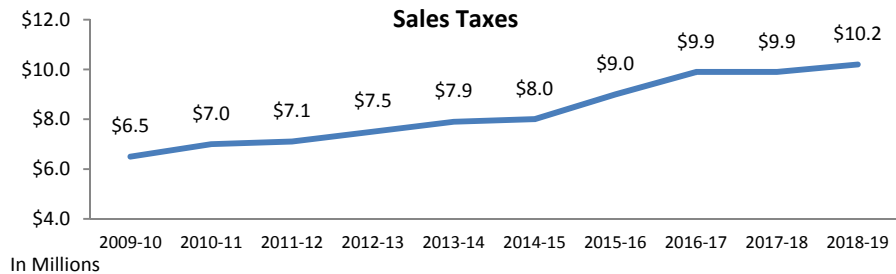
 2010 dip is State borrowing of \$2.2M from City, repaid in 2013



**Sales taxes increase \$248,000, or 3%**

*Sales Taxes* grow by 3%, or \$248,000, to \$10.2 million in FY 2018-19, due to higher consumer demand and growth in State and County pool revenue from online purchasing. The City's top three sales tax industries are consumer goods, restaurants, and fuel, with growth anticipated in each. Development in the City over the last several years, including the San Clemente Outlet Mall and the Estrella shopping center, resulted in significant sales tax revenue increases for the City. Additional stores and restaurants are anticipated at these locations in future years, but no additional revenue is included in the FY 2018-19 budget for these 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 three years



*Franchise Taxes* increase by \$25,000, or 1%, and *Business License* revenues grow by \$42,000, or 4%. *Transient Occupancy Taxes* decrease 11%, or \$295,000, due to anticipated decreases in Short Term Lodging Unit (STLU) rental revenue based on new city-wide STLU ordinances.

*Service Charge* revenues increase by \$103,000, or 2%, driven by increases in ambulance service fees and recreation program fees. Revenue from *Fines* increases by \$223,230, or 44%, due to expected increases in administrative citation revenue.

Income from *Interest and Rents* grows by \$86,000, or 3%, due to rising investment earnings as well as growth in rental revenue from the Ole Hanson Beach Club and other City rentals. These gains are somewhat offset by rental revenue decreases from leases at the Negocio building, as new City offices replaced tenant rentals. *Miscellaneous Revenues* increase by \$52,000, mainly from expected sidewalk repair reimbursements in the next fiscal year.

Decreases include *Permits and Fees*, which decline \$169,000, or 9%, due to decreases projected in construction permits in the coming year. *Intergovernmental* revenues decline \$3.0 million, generally a result of a variety of one-time grants received in the prior year. A decrease in *Interfund Revenue* of \$854,000 is due to a decline in General Fund overhead charges received from other funds, as well as a decrease in one-time transfers from other funds to the General Fund, as compared to the prior year.

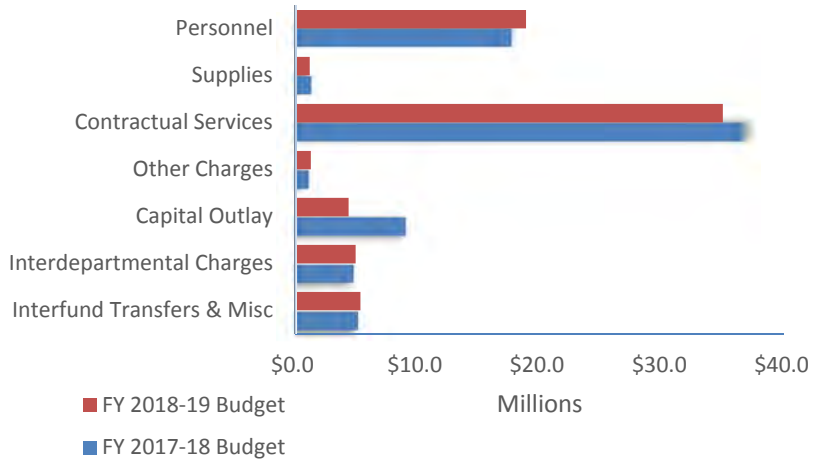
# Financial Overview

## General Fund Expenditures

General Fund expenditures presented on the following chart compare the adjusted expenditure budget for FY 2017-18 and the FY 2018-19 expenditure budget, by category:

Expenditures increase in personnel, other charges, and interdepartmental charges

General Fund Expenditures by Category



**Total General Fund expenditures decrease by \$4.6 million, or 6%**

**Personnel costs increase by \$1.2 million, or 7%**

The FY 2018-19 budget reflects total General Fund expenditures of \$71.1 million, decreasing from the prior year’s adjusted budget by \$4.6 million, or 6%. 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, at \$18.8 million, increase in total by \$1.2 million, or 7%. Personnel increases include a 3.1% salary increase and a City paid health insurance increase, per the current MOU agreement with the San Clemente City Employees Association (SCCEA), which is effective through FY 2019-20. The FY 2018-19 budget also incorporates planned step increases for eligible employees. Growth of about 6% for retirement expenses is also reflected in the FY 2018-19 budget, partially attributed to personnel increases per the current MOU. Additional impacts increasing the City’s pension contribution requirements include CalPERS phasing in a lower discount rate assumption, changes in actuarial assumptions, and lower than anticipated investment returns in the prior year. These required contribution increases are somewhat offset by increased employee pickup of retirement costs, per the current MOU agreement.

Funding for several position reclassifications and a variety of position additions and deletions, resulting in a net 0.32 FTE increase in total positions, are also included in the budget. More detail on these position changes can be found in the Labor Relations write-up in this overview and in the Staffing section of the budget document.

*Supplies* costs decrease \$173,000, or 13%, as compared to the prior year, the result of decreases in Street Materials and Maintenance Supplies, and from one-time expenses for Office Furniture and Equipment that were incurred in the prior year.

In total, *Contractual Services* decreases by \$1.2 million, or 3%, with increases seen in Police and Fire Services contracts and water costs. 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 transportation program, building plan review services, and the Local Coastal Plan and other one-time contract staff assistance in Community Development.



# Financial Overview

The Orange County Sheriff's Department (OCSD) police services contract increases \$1.1 million, or 7.5%, from \$14.3 million to \$15.4 million in the General Fund, mainly due to increased staffing and personnel cost increases previously negotiated with the OCSD labor group for sworn officers. Negotiations with other labor groups are ongoing, and additional increases may occur mid-year, once those are finalized. To address police services staffing levels, two Deputy II positions are being added. The overtime budget in the contract is reduced to offset the net cost of one of the additional positions.

The Orange County Fire Authority (OCFA) fire services base contract includes a base budget increase of \$372,000, or 4.5%. The costs for the remainder of the contract have decreased due to the elimination OCFA provided ambulance services. The total OCFA contract amounts to \$8.8 million, comprised of the base contract (\$8.6 million), facilities maintenance (\$45,000), and vehicle replacement (\$132,000). The City also contracts with CARE Ambulance Services for two full time ambulances in the City and the total Fire Services budget also includes \$1.2 million for this additional service.

*Other charges* increase \$39,000, or 3%, while *Interdepartmental Charges* increase 2%, or \$117,000, mostly attributed to increased charges for replacement reserves for equipment and other City assets.

*Capital outlay* costs are reduced by \$4.7 million as the result of a variety of multi-year capital projects budgeted in prior years, most significantly the Pier Structural Construction project and the Safe Routes to School projects.

*Miscellaneous* increases 22%, or \$229,000, from higher Debt Service for the Unfunded Liability for past Public Safety employees, based on changes to actuarial assumptions and a reduction in the discount rate. *Interfund Transfers* decrease \$100,000 or 2%, primarily due to a decrease of \$300,000 for the General Liability Fund compared to the prior year, being somewhat offset by an increase of \$80,000 to the Park Asset Reserve and \$120,000 to the Accrued Leave Reserve. In FY 2018-19, a total of almost \$4.1 million will be transferred to other funds from the General Fund, as shown below:

**General Fund transfers to other funds are \$4.1 million**

Fund Transferred To	Amount	Purpose
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>
Accrued Leave Reserve	120,000	<i>Reserve Contributions</i>
Park Asset Reserve	280,000	<i>Reserve contributions</i>
<b>Total</b>	<b>\$4,050,880</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.

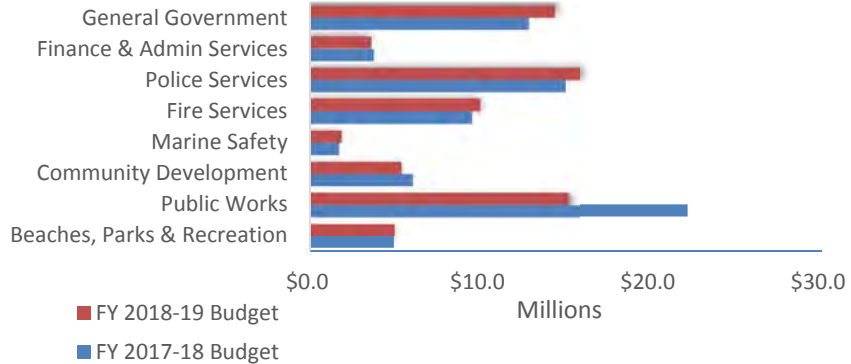
*General Government* increases \$1.4 million, primarily from increased capital outlay required for the remodel of the first floor of the 910 Negocio building. *Finance and Administrative Services* decreases by \$173,000 due to a one-time ADA project budgeted in the prior year and the expiration of a limited-term position in the Finance division. *Police Services* costs increase \$1,089,000, or 7%, in total, mainly related to OCSD contract increases. *Fire Services* shows a \$493,000, or 5.2% overall increase, primarily from OCFA contract increases. The \$169,000 increase in *Marine Safety* is mainly due to personnel and benefit increases and changes.


*Community Development* is lower by \$637,000, or 11%, mostly due to Housing Element and Local Coastal Plan projects and one-time staffing assistance in the prior year. *Public Works* decreases by \$7.0 million, mainly the result of a net decrease in capital projects and other

# Financial Overview

one-time items in FY 2018-19, as compared to the prior year. *Beaches, Parks and Recreation* Department budget grows by only \$14,000.

## General Fund Expenditures by Department



 Public Safety and General Government budgets increase in FY 2018-19

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

## General Fund Expenditures by Department

Departments	2017-18 Budget	2017-18 Projected	2018-19 Budget	Dollar Change	% Bud 17-18 To Bud 18-19
General Government	\$12,786,090	\$12,366,430	\$14,212,030	\$1,425,940	11%
Finance & Admin Services	3,746,630	3,684,270	3,573,620	(173,010)	-5%
Police Services	14,939,270	14,959,020	16,028,160	1,088,890	7%
Fire Services	9,468,150	9,304,650	9,961,470	493,320	5%
Marine Safety	1,710,560	1,715,390	1,878,630	168,070	10%
Community Development	6,022,730	5,577,690	5,385,990	(636,740)	-11%
Public Works	22,171,900	20,824,170	15,186,090	(6,985,810)	-32%
Beaches, Parks & Rec.	4,919,540	4,930,770	4,905,180	(14,360)	0%
<b>General Fund Expenditures</b>	<b>\$75,764,870</b>	<b>\$73,362,390</b>	<b>\$71,131,170</b>	<b>(\$4,633,700)</b>	<b>-6%</b>


**Total Public Safety for FY 2018-19 = \$30.2 million, or 47% of GF Operating Expenditures**

In FY 2018-19, \$30.2 million, or 47%, of General Fund operating expenditures are budgeted for public safety: \$16.0 million for Police Services, \$10.0 million for Fire and Ambulance Services, \$1.9 million for Marine Safety, \$1.0 million for Code Compliance; and \$1.3 million for public safety pension liability payments.

**Reserve transfers are per recommendations in the 2018 Long-Term Financial Plan**

### Reserve Contributions

The 2018 Long Term Financial Plan recommended transfers of \$120,000 to the Accrued Leave Reserve, \$280,000 to the Park Asset Replacement Reserve and \$380,000 to the Facilities Maintenance Reserve, which are all included in the FY 2018-19 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 the old City Hall and other buildings. An additional \$2.5 million transfer to the Facilities Maintenance Reserve is included for this purpose. The Council Contingency reserve is funded at \$52,000. Reserve contributions for FY 2018-19 are summarized below:

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


Reserve Description	Contribution
Accrued Leave Reserve	\$ 120,000
Park Asset Replacement Reserve	280,000
Facilities Maintenance Reserve	2,880,000
Council Contingency Reserve	52,000
<b>Total</b>	<b>\$ 3,332,000</b>

# Financial Overview

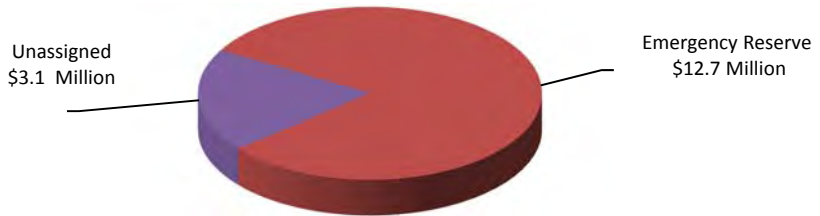
**Emergency reserve is 20% of operating expenditures, or \$12.7 million and is fully funded.**

## **Fund Balance – General Fund**

The FY 2018-19 ending fund balance projected for the General Fund is a total of \$15.8 million, including an Emergency Reserve and Unassigned Fund Balance. The General Fund Emergency Reserve increases by \$631,000, to \$12.7 million. This represents 20% of operating expenditures for FY 2018-19, 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 \$3.1 million at the end of FY 2018-19.

  
80% of fund balance is assigned


**Fund Balance  
June 30, 2019**



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

## **Labor Relations**

In FY 2018-19, the City will be in the second year of its three year MOU agreement with the San Clemente City Employees Association (SCCEA), 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 2018-19 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 notified the City they would no longer be providing defined benefit pension administration services, effective September 2017. As such, the City has now engaged Milliman to provide pension administration services. Compared to the adjusted budget for FY 2017-18, the FY 2018-19 budget reflects an increase of about 6% for retirement expenses, partially attributed to personnel increases per the current MOU as well as additional impacts from changes made by CalPERS which require increased contributions. These increases are somewhat offset by increased employee pickup of retirement costs, per the current MOU agreement.

**A variety of staffing changes net to an increase of 0.32 FTE for FY 2018-19.**

A variety of staffing adjustments and reclassifications are included in the FY 2018-19 budget for a net total increase of 0.32 FTE positions. Further recap of these position changes can be found below and in the Staffing section of this budget document.

The **General Government** Department includes the elimination of the vacant benefitted part-time Public Information Officer position in the City Manager’s division with duties being assigned to other staff. One Management Analyst I position is being added to provide reporting and analytical support to the City Manager division and the Finance and Administrative Services Department.

The **Public Works** Department includes the reclassification of an Electrician II position to a Senior Electrician to reflect higher level duties being performed, and the downgrade of the vacant Maintenance Contract Inspector position to an Electrician I based on current workload needs of the department. A Facilities Maintenance Specialist II position is currently flex-filled

# Financial Overview

with a Facilities Maintenance Specialist I, who will be promoted to the level II position to reflect the more complex work duties of the position.

The **Community Development** Department includes the retitling of the five Associate Planner positions to Associate Planner I/II positions to reflect the various levels of planning work in the department. Four of the five positions will be retitled to Associate Planner I at the same pay grade, while the remaining position will be reclassified as an Associate Planner II at a higher pay grade. The budget also includes a regrade of the Code Compliance Manager position from Grade 62 to Grade 66, which aligns with the 2016 Matrix operational study and a compensation review of comparable positions in other jurisdictions.

The **Finance and Administrative Services** Department includes the reclassification of the Utility Billing Specialist I position to Utility Billing Specialist II to reflect more complex job duties being performed, and a re-grade of the Financial Services Officer from Grade 70 to Grade 74, which aligns with a compensation review of comparable positions in other jurisdictions. The budget also includes the downgrade of both the vacant Information Technology Analyst II and the Senior Information Systems Specialist positions to Information Technology Analyst I, to address current workload needs. The Senior Information Systems Specialist position is currently flex-filled with an Information Technology Technician, who will be promoted to the new Information Technology Analyst I position, based on the work being performed. The Human Resources Analyst II position is currently flex-filled with a Human Resources Analyst I, who will be promoted to the level II position to reflect higher level work and responsibilities. The expiring Limited Term Revenue Analyst position will be extended for a period not to exceed the first quarter of FY 2018-19 to close out current projects and transition any remaining items to staff.

The **Utilities** Department includes the reclassification of the vacant Customer Service Representative position to a Distribution Operator II, the elimination of the vacant Laboratory Technician II position, and the addition of a Wastewater Plant Operator III position, all based on the Department's current workload.

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

The City's five-year financial forecast has been updated to reflect the FY 2018-19 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 will not be updated until the new financial plan is prepared in January 2019.

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 year 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.

<b>Forecast Operating Position</b>	<b>2018-19</b>	<b>2019-20</b>	<b>2020-21</b>	<b>2021-22</b>	<b>2022-23</b>
Operating Revenues	\$63.9M	\$65.9M	\$67.7M	\$69.7M	\$71.8M
Operating Expenditures	63.7M	66.0M	68.5M	71.2M	74.1M
Projected surplus/deficit	\$ 0.2M	\$ (0.1M)	\$ (0.8M)	\$ (1.5M)	\$ (2.3M)

The operating deficits projected in future years will be eliminated during the budget process. Any positive operating positions that are achieved in future years will add to the City's

**Five-Year forecast has been updated to reflect FY 2018-19 budget**

**Forecast shows negative operating positions beginning in FY 2019-20**

# Financial Overview

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.

**Forecasted increase for General Fund operating revenues is an average of 2.8% per year**

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

General Fund Operating Revenues, in total, are anticipated to increase an average of 2.8% 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 over 65% of the City's General Fund Operating Revenue. Property taxes continue to rise and are projected to increase an average of 3.9% 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 some new development. Sales taxes included in the forecast are projected to increase by 2% over the remaining forecast period, based on CPI increases. Opening of additional stores and restaurants at the San Clemente Outlet Mall is anticipated in future years, but is not included in the forecast, as the timing and type of facilities is uncertain at this time.

**Operating expenditure growth projected at 3.9% per year**

General Fund Operating Expenditures are projected to increase at an average rate of 3.9% over the remaining 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 4.0%, or an average of \$640,000, 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 an average of \$390,000, 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 was implemented by OCFA at the beginning of FY 2017-18. The addition is being filled through overtime initially, with the first two years of costs (FY 2017-18 and 2018-19) fully paid by OCFA. The City begins to pick up a share of these costs in the third year, FY 2019-20, with full cost pick-up by the City by the eighth year, FY 2024-25, estimated at an additional \$780,000 per year. The City's phased-in share of these costs has been included in the forecast, based on initial projections by OCFA.

Costs and associated revenues for the continued operation of two ambulances, year round, currently contracted through Care Ambulance Services, are also included in the forecast, based on the terms of the current five year agreement.

**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 over the remaining four years. Additionally, the City's unfunded liability payment for its pooled Safety plan, for prior Police and Fire Safety employees, is expected to increase approximately \$50,000 per year over the remaining four years of the forecast.

More information on the long-term forecast can be found in the City's 2018 Long Term Financial Plan document.

## ***Economic Outlook***

In the near term, the U.S. economic expansion, currently in its ninth year, is set to continue with the economy firing on more cylinders than at any other point since the start of the recovery. It is expected that the expansion should continue over the next couple of years driven by consumer spending, business investments and the improving global economy which continued to build momentum in 2017, surprising most market analysts. However, pockets of weakness persist as productivity growth has been dismal and wage growth remains elusive even though the labor market is approaching full employment. Inflation averages still remain slightly below the Fed's 2% target range.

Overall, the depth and breadth of the continued expansion will depend more acutely on the mix of fiscal and monetary policy that continues to unfold under current federal administration. Decisions about unwinding of the quantitative easing program, adjustments to interest rates, and the impact of tax law changes all have the potential to impact the continued expansion, both positively and negatively.

For Southern California and Orange County, job growth appeared to slow down in 2017, but the unemployment rate remains low and is expected to hover around 3.5% for Orange County for the foreseeable future. Housing prices have continued to grow at a rapid pace, but with the Federal Reserve raising interest rates, it would not be surprising to see housing price growth slow in 2018. Construction permits in Orange County have slowed as well and are expected to decrease in the coming year after staggering growth between 2014 and 2016. However, local business leaders continue to be enthusiastic about local economic conditions.

***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 \$604,116 for All Funds**

***Decision Packages***

Decision packages incorporated into the budget total \$604,116, of which \$315,971 are for the General Fund and \$288,145 are for other funds. A summary of budgeted decision packages is as follows:

<b>General Fund Decision Packages - Budgeted</b>	<b>Amount</b>
<u><i>Staffing-Ongoing:</i></u>	
Eliminate Part-time Public Information Officer position (Reduce 0.68 FTE)	(81,956)
Add General Government Management Analyst I (Add 1.0 FTE)	102,434
Reclassify one Associate Planner to Associate Planner II	5,720
Update Range Classification for Code Enforcement Manager	13,830
Update Range Classification for Financial Services Officer	8,270
Flex-fill –Reclassify Utility Billing Specialist I to Utility Billing Specialist II	3,300
Flex-fill – Human Resources Analyst I to Human Resources Analyst II	2,600
Flex-fill – Facilities Maintenance Specialist I to Facilities Maintenance Specialist II	4,540
Downgrade vacant Maintenance Contractor position to Electrician I	(12,130)
Reclassify Electrician II position to Senior Electrician	5,190
 <u><i>Other – One-Time:</i></u>	
Replacement Pool Covers for Activity Pool (Aquatics Center)	9,508
Two new 16’ Springboards and refinish Diving Boards (Aquatics Center)	15,665
3 sets of Aluminum Frame Bleachers (Aquatics Center)	18,000
Four new tablet devices with cases and data plans (CD-Building Division)	6,000
Homeless Outreach Services – Mercy House	75,000
Camino De Los Mares Median Landscaping (50%-General Fund)	140,000
<b><i>General Fund Total</i></b>	<b><i>\$315,971</i></b>
 <b><i>Other Fund Decision Packages - Budgeted</i></b>	
<u><i>Staffing-Ongoing:</i></u>	
Flex Fill – I.T. Tech to I.T. Analyst I & downgrade two vacant I.T. positions	0
Upgrade vacant Lab Tech II position to Plant Operator III using overtime savings	0
Upgrade vacant Utility Customer Srvcs. Rep. position to Distribution Operator II	15,035
 <u><i>Information Technology Strategic Plan - Ongoing:</i></u>	
Cyber Security Audits-biannual	25,000
 <u><i>Information Technology Strategic Plan – One-Time:</i></u>	
Cameras-new, replacements, and preventative maintenance for City facilities	25,000
Funding for Replacement of 800 Mhz vehicle radio set and handheld portable	15,000
Updated Aerial Imagery for FIS applications	15,000
 <u><i>Other – One-Time:</i></u>	
Smart Radar Trailer with traffic data for RSVP program	10,000
Replacement of portable Water Quality Disinfection Unit (Utilities)	25,450
Two Rugged tablet, covers, and data plans (Clean Ocean)	3,000
Environmental Program Intern program (Clean Ocean)	14,660
Camino De Los Mares Median Landscaping (50%-Utilities)	140,000
<b><i>Other Funds Total</i></b>	<b><i>\$288,145</i></b>
<b><i>Total Decision Packages - Budgeted</i></b>	<b><i>\$ 604,116</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 reappropriate 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 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 review 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 proposed budget is submitted 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.

# 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. No further changes to the fund structure are recommended in FY 2018-19.

# 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's 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.

---

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.

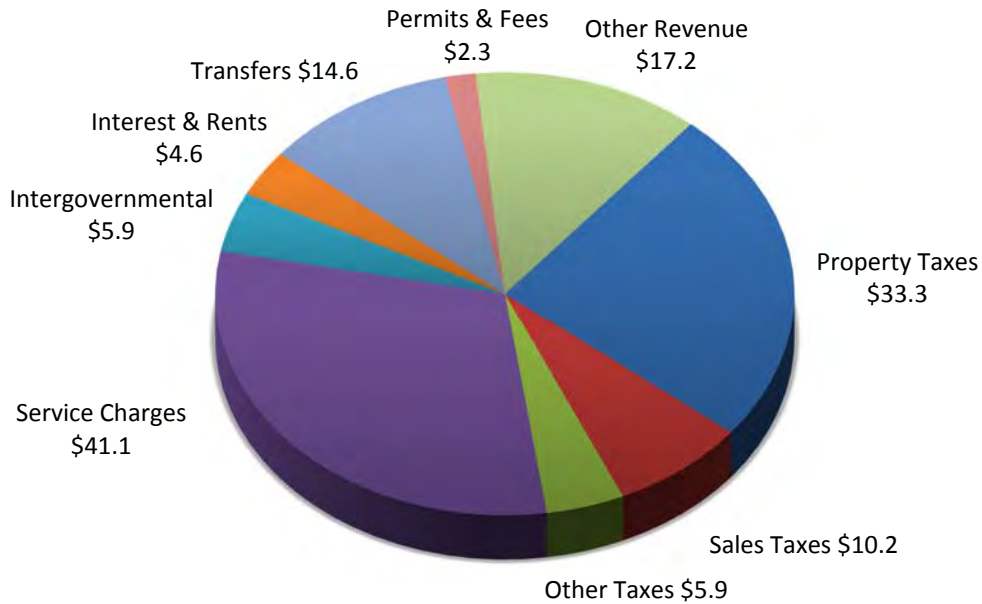
## **Cost Allocation Plan**

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.

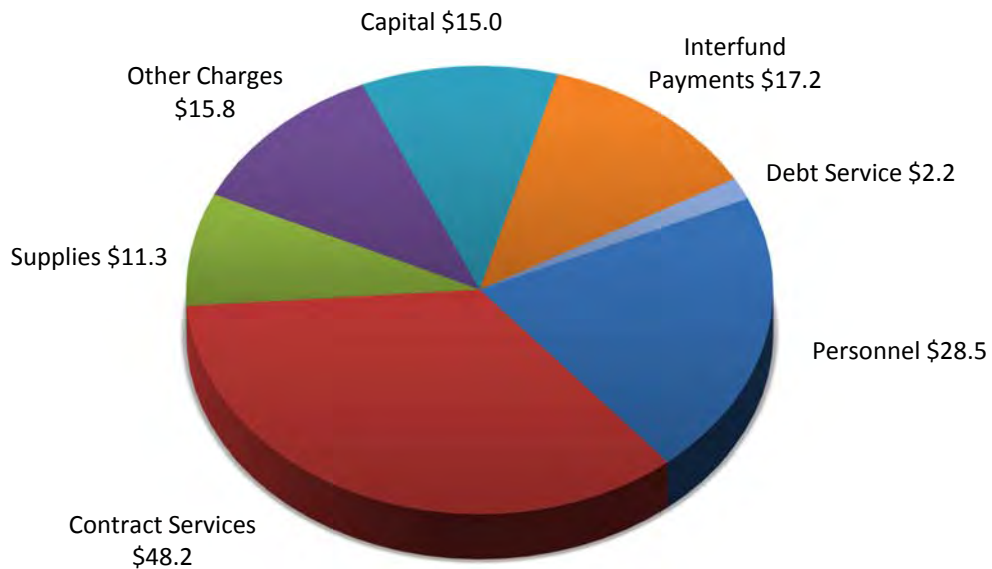
# All Funds Budget Overview

Fiscal Year 2018 - 2019

**Where the Money Comes From\***  
(Total \$135.1 million)



**Where the Money Goes\***  
(Total \$138.2 million)<sup>1</sup>



\*All amounts are rounded

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

All numbers show in millions





# All Funds Budget Summary

	Beginning Balance	FY 2018-19 Revenues	FY 2018-19 Expenditures	Ending Balance	Changes in Balances	% Change
<b>General Fund</b>	21,818,888	65,110,260	71,131,170	15,797,978	(6,020,910)	-28%
<b>Special Revenue Funds</b>						
Street Improvement	3,352,980	2,052,610	3,100,960	2,304,630	(1,048,350)	-31%
Gas Tax	1,080,380	4,008,070	4,004,200	1,084,250	3,870	0%
Miscellaneous Grants	443,120	642,210	238,300	847,030	403,910	91%
Air Quality Improvement	98,330	188,620	199,570	87,380	(10,950)	-11%
Local Cable Infrastructure	189,240	229,500	2,770	415,970	226,730	8085%
Police Grants	212,030	102,800	100,000	214,830	2,800	1%
<b>Capital Project Funds</b>						
Parks Acquisition & Dev.	1,598,540	43,100	107,150	1,534,490	(64,050)	-4%
Local Drainage Facilities	3,218,830	40,500	23,460	3,235,870	17,040	1%
RCFPP	1,157,390	88,980	96,090	1,150,280	(7,110)	-1%
Public Facilities Construction Fee	6,438,160	234,240	1,383,870	5,288,530	(1,149,630)	-18%
Developers Improvement	13,580,130	724,030	15,890	14,288,270	708,140	5%
Low/ Moderate Income Housing	2,631,770	2,000	3,470	2,630,300	(1,470)	0%
Reserve	8,832,890	4,124,320	1,185,000	11,772,210	2,939,320	33%
<b>Debt Service Funds</b>						
Negocio Debt Service	0	0	0	0	0	0%
<b>Enterprise Funds</b>						
Water - Operating	1,743,141	20,996,781	21,245,560	1,494,362	(248,779)	-14%
- Depreciation Reserve	2,770,770	2,981,420	2,044,540	3,707,650	936,880	34%
- Acreage Fee	441,742	10,633	16,870	435,505	(6,237)	-1%
- Other Agency	4,216,007	791,936	16,590	4,991,353	775,346	18%
Sewer - Operating	762,242	10,039,627	10,683,350	118,519	(643,723)	-84%
- Depreciation Reserve	3,550,425	2,968,780	3,490,700	3,028,505	(521,920)	-15%
- Connection Fee	6,164,083	108,830	288,500	5,984,413	(179,670)	-3%
- Other Agency	2,726,700	341,303	223,490	2,844,513	117,813	4%
Storm Drain - Operating	470,689	1,551,913	1,674,940	347,662	(123,027)	-26%
- Depreciation Reserve	1,427,761	921,587	970,500	1,378,848	(48,913)	-3%
Solid Waste Management	292,750	192,900	230,080	255,570	(37,180)	-13%
Golf - Operating	(56,312)	2,207,146	2,199,020	(48,186)	8,126	-14%
- Depreciation Reserve	2,484,036	238,216	13,810	2,708,442	224,406	9%
- Capital Improvement	1,337,116	139,038	328,580	1,147,574	(189,542)	-14%
Clean Ocean - Operating	1,761,437	2,648,177	2,484,470	1,925,144	163,707	9%
- Depreciation Reserve	92,333	1,893	19,820	74,406	(17,927)	-19%
<b>Internal Service Funds</b>						
Central Services	46,840	531,800	578,360	280	(46,560)	-99%
Information Technology	120,140	2,037,590	1,985,280	172,450	52,310	44%
Contract Fleet Services	227,366	872,057	1,053,830	45,593	(181,773)	-80%
Fleet Replacement Reserve	4,821,414	563,683	6,410	5,378,687	557,273	12%
Medical Insurance	28,810	3,854,780	3,843,080	40,510	11,700	41%
Workers' Compensation	1,555,540	522,400	567,720	1,510,220	(45,320)	-3%
General Liability Self Insurance	3,961,410	3,019,000	2,663,100	4,317,310	355,900	9%
<b>Total All Funds</b>	<b>105,599,118</b>	<b>135,132,730</b>	<b>138,220,500</b>	<b>102,511,348</b>	<b>(3,087,770)</b>	<b>-3%</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>	\$21,818,888	\$49,226,000	\$1,619,790	\$392,000	\$5,306,340	\$3,103,660	\$4,609,140	\$853,330	\$86,929,148
<b>Special Revenue:</b>									
Street Improvement	3,352,980	0	0	986,320	0	110,000	956,290	0	5,405,590
Gas Tax	1,080,380	0	0	3,352,980	0	55,500	599,590	0	5,088,450
Miscellaneous Grants	443,120	0	0	632,210	0	0	0	10,000	1,085,330
Air Quality Imprvmnt.	98,330	0	0	186,420	0	2,200	0	0	286,950
Local Cable Infrastructure	189,240	225,000	0	0	0	4,500	0	0	418,740
Police Grants	212,030	0	0	100,000	0	2,800	0	0	314,830
	5,376,080	225,000	0	5,257,930	0	175,000	1,555,880	10,000	12,599,890
<b>Capital Projects:</b>									
Parks Acquis. & Dev.	1,598,540	0	23,600	0	0	19,500	0	0	1,641,640
Local Drainage Fac.	3,218,830	0	500	0	0	40,000	0	0	3,259,330
RCFPP	1,157,390	0	58,980	0	0	30,000	0	0	1,246,370
Pub. Facilities Const.	6,438,160	0	144,240	0	0	90,000	0	0	6,672,400
Developers Imprvmnt.	13,580,130	0	421,310	0	242,720	60,000	0	0	14,304,160
Low/Mod Income Housing	2,631,770	0	0	0	0	2,000	0	0	2,633,770
Reserve	8,832,890	0	0	0	0	95,000	4,006,200	23,120	12,957,210
	37,457,710	0	648,630	0	242,720	336,500	4,006,200	23,120	42,714,880
<b>Debt Svc Fund:</b>									
Negocio Debt Service	0	0	0	0	0	0	0	0	0
<b>Enterprise:</b>									
Water- Operating	1,743,141	0	0	200,000	19,831,270	38,011	0	927,500	22,739,922
- Depr. Reserve	2,770,770	0	0	0	0	60,420	30,000	2,891,000	5,752,190
- Acreage Fee	441,742	0	1,000	0	0	9,633	0	0	452,375
- Other Agency	4,216,007	0	0	0	0	91,936	0	700,000	5,007,943
Sewer- Operating	762,242	0	1,000	0	10,020,080	11,547	0	7,000	10,801,869
- Depr. Reserve	3,550,425	0	0	0	0	53,780	75,000	2,840,000	6,519,205
- Conn. Fee	6,164,083	0	15,460	0	0	93,370	0	0	6,272,913
- Other Agency	2,726,700	0	0	0	0	41,303	0	300,000	3,068,003
Storm Drain Utility	470,689	0	0	0	1,150,500	10,413	381,000	10,000	2,022,602
- Depr. Reserve	1,427,761	0	0	0	0	31,587	0	890,000	2,349,348
Solid Waste Mgmt	292,750	0	9,000	16,800	162,000	4,500	0	600	485,650
Golf - Operating	(56,312)	0	0	0	1,787,400	419,746	0	0	2,150,834
- Depr. Reserve	2,484,036	0	0	0	0	11,216	20,000	207,000	2,722,252
- Capital Impr.	1,337,116	0	0	0	0	6,038	0	133,000	1,476,154
Clean Ocean	1,761,437	70	0	0	2,300,000	36,107	0	312,000	4,409,614
- Depr. Reserve	92,333	0	0	0	0	1,893	0	0	94,226
	30,184,920	70	26,460	216,800	35,251,250	921,500	506,000	9,218,100	76,325,100
<b>Internal Service:</b>									
Central Services	46,840	0	0	0	42,000	3,500	486,300	0	578,640
Information Technology	120,140	0	0	0	0	3,500	2,034,090	0	2,157,730
Fleet- Operating	227,366	0	0	0	0	2,927	859,130	10,000	1,099,423
- Replacement	4,821,414	0	0	0	0	62,073	501,610	0	5,385,097
Medical Insurance	28,810	0	0	0	285,200	100	0	3,569,480	3,883,590
Worker's Comp.	1,555,540	0	0	0	0	17,400	0	505,000	2,077,940
General Liability Self Ins.	3,961,410	0	0	0	0	19,000	0	3,000,000	6,980,410
	10,761,520	0	0	0	327,200	108,500	3,881,130	7,084,480	22,162,830
<b>Total All Funds</b>	<b>\$105,599,118</b>	<b>\$49,451,070</b>	<b>\$2,294,880</b>	<b>\$5,866,730</b>	<b>\$41,127,510</b>	<b>\$4,645,160</b>	<b>\$14,558,350</b>	<b>\$17,189,030</b>	<b>\$240,731,848</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>	\$18,836,450	\$1,164,200	\$35,310,790	\$1,202,290	\$4,364,000	\$8,981,190	\$1,272,250	\$15,797,978	\$86,929,148
<b>Special Revenue:</b>									
Street Improvement	0	0	625,000	0	2,440,000	35,960	0	2,304,630	5,405,590
Gas Tax	0	0	50,000	72,980	2,860,000	1,021,220	0	1,084,250	5,088,450
Miscellaneous Grants	0	0	176,100	40,610	0	21,590	0	847,030	1,085,330
Air Quality Imprvmnt.	0	0	199,570	0	0	0	0	87,380	286,950
Local Cable Infrastructure	0	0	0	0	0	2,770	0	415,970	418,740
Police Grants	0	0	100,000	0	0	0	0	214,830	314,830
	0	0	1,150,670	113,590	5,300,000	1,081,540	0	4,954,090	12,599,890
<b>Capital Projects:</b>									
Parks Acquis. & Dev.	0	0	0	0	100,000	7,150	0	1,534,490	1,641,640
Local Drainage Fac.	0	0	0	0	0	23,460	0	3,235,870	3,259,330
RCFPP	0	0	0	0	0	96,090	0	1,150,280	1,246,370
Pub. Facilities Const.	0	0	0	0	0	1,383,870	0	5,288,530	6,672,400
Developers Imprvmnt.	0	0	0	0	0	15,890	0	14,288,270	14,304,160
Low/Mod Income Housing	0	0	0	0	0	3,470	0	2,630,300	2,633,770
Reserve	260,000	0	30,000	0	895,000	0	0	11,772,210	12,957,210
	260,000	0	30,000	0	995,000	1,529,930	0	39,899,950	42,714,880
<b>Debt Svc Fund:</b>									
Negocio Debt Service	0	0	0	0	0	0	0	0	0
<b>Enterprise:</b>									
Water- Operating	3,597,990	8,470,440	3,044,520	3,675,860	25,450	1,530,690	900,610	1,494,362	22,739,922
- Depr. Reserve	0	0	600,000	0	1,100,000	344,540	0	3,707,650	5,752,190
- Acreage Fee	0	0	0	0	0	16,870	0	435,505	452,375
- Other Agency	0	0	0	0	0	16,590	0	4,991,353	5,007,943
Sewer- Operating	2,875,480	972,500	2,253,450	3,193,300	0	1,388,620	0	118,519	10,801,869
- Depr. Reserve	0	0	750,000	0	2,400,000	340,700	0	3,028,505	6,519,205
- Conn. Fee	0	0	250,000	0	0	38,500	0	5,984,413	6,272,913
- Other Agency	0	0	200,000	0	0	23,490	0	2,844,513	3,068,003
Storm Drain Utility	388,670	12,050	203,130	890,000	0	181,090	0	347,662	2,022,602
- Depr. Reserve	0	0	200,000	0	700,000	70,500	0	1,378,848	2,349,348
Solid Waste Mgmt	111,900	14,900	22,000	19,400	0	61,880	0	255,570	485,650
Golf - Operating	893,550	144,200	491,460	344,000	0	290,810	35,000	(48,186)	2,150,834
- Depr. Reserve	0	0	0	0	10,000	3,810	0	2,708,442	2,722,252
- Capital Impr.	0	0	0	0	325,000	3,580	0	1,147,574	1,476,154
Clean Ocean	384,840	37,430	960,090	216,000	2,000	884,110	0	1,925,144	4,409,614
- Depr. Reserve	0	0	0	0	0	19,820	0	74,406	94,226
	8,252,430	9,651,520	8,974,650	8,338,560	4,562,450	5,215,600	935,610	30,394,280	76,325,100
<b>Internal Service:</b>									
Central Services	59,390	52,330	379,810	0	0	48,720	38,110	280	578,640
Information Technology	873,820	3,000	856,930	15,600	85,000	150,930	0	172,450	2,157,730
Fleet- Operating	0	391,000	590,540	0	0	72,290	0	45,593	1,099,423
- Replacement	0	0	0	0	0	6,410	0	5,378,687	5,385,097
Medical Insurance	0	0	2,400	3,760,160	0	80,520	0	40,510	3,883,590
Worker's Comp.	0	6,100	9,000	511,000	0	41,620	0	1,510,220	2,077,940
General Liability Self Ins.	185,420	700	568,250	1,848,950	0	59,780	0	4,317,310	6,980,410
	1,118,630	453,130	2,406,930	6,135,710	85,000	460,270	38,110	11,465,050	22,162,830
<b>Total All Funds</b>	<b>\$28,467,510</b>	<b>\$11,268,850</b>	<b>\$47,873,040</b>	<b>\$15,790,150</b>	<b>\$15,306,450</b>	<b>\$17,268,530</b>	<b>\$2,245,970</b>	<b>\$102,511,348</b>	<b>\$240,731,848</b>

# Budget Comparisons By Fund - Revenues

Description	FY 2016-17 Actual	FY 2017-18 Adj Budget	FY 2017-18 Projected	FY 2018-19 Budget	Percent Change
<b>General</b>	<b>\$63,764,371</b>	<b>\$67,244,690</b>	<b>\$67,306,020</b>	<b>\$65,110,260</b>	<b>-3%</b>
<b>Special Revenue:</b>					
Street Improvement	1,950,052	1,943,590	1,993,590	2,052,610	6%
Gas Tax	1,415,270	4,476,640	4,147,000	4,008,070	-10%
Miscellaneous Grants	430,779	633,780	626,780	642,210	1%
Air Quality Improvement	578,708	189,420	188,420	188,620	0%
Local Cable Infrastructure	226,149	225,000	229,600	229,500	2%
Police Grants	196,126	101,000	111,440	102,800	2%
<b>Total Special Revenue</b>	<b>4,797,084</b>	<b>7,569,430</b>	<b>7,296,830</b>	<b>7,223,810</b>	<b>-5%</b>
<b>Capital Projects:</b>					
Parks Acquisition & Dev.	578,291	81,600	158,070	43,100	-47%
Local Drainage Facilities	15,757	30,500	46,410	40,500	33%
R C F P P	170,195	143,960	142,310	88,980	-38%
Public Facilities Construction Fee	991,242	275,250	255,210	234,240	-15%
Developers Improvement	1,067,032	1,291,460	1,216,480	724,030	-44%
Low/Moderate Income Housing Reserve	70,102	1,000	2,000	2,000	100%
	3,603,969	4,303,370	4,367,390	4,124,320	-4%
<b>Total Capital Projects</b>	<b>6,496,588</b>	<b>6,127,140</b>	<b>6,187,870</b>	<b>5,257,170</b>	<b>-14%</b>
<b>Negocio Debt Service</b>	<b>532,189</b>	<b>0</b>	<b>650</b>	<b>0</b>	<b>0%</b>
<b>Enterprise:</b>					
Water - Operating	18,219,814	20,048,713	19,974,511	20,996,781	5%
- Depreciation Reserve	2,939,516	3,081,500	3,163,770	2,981,420	-3%
- Acreage Fee Reserve	21,073	417,444	150,592	10,633	-97%
- Other Agency	812,245	732,493	857,487	791,936	8%
Sewer - Operating	8,914,930	9,488,943	9,204,032	10,039,627	6%
- Depreciation Reserve	3,489,457	2,631,806	2,661,265	2,968,780	13%
- Connection Fee Reserve	558,338	63,687	290,493	108,830	71%
- Other Agency	256,802	321,584	330,440	341,303	6%
Storm Drain Utility - Operating	1,545,848	1,536,115	1,540,769	1,551,913	1%
- Depreciation Reserve	1,277,099	995,385	1,010,771	921,587	-7%
Solid Waste Management	202,068	198,700	195,300	192,900	-3%
Golf - Operating	2,161,893	2,682,112	2,803,758	2,207,146	-18%
- Depreciation Reserve	300,235	222,796	235,976	238,216	7%
- Capital Improvement Reserve	152,222	151,492	147,766	139,038	-8%
Clean Ocean - Operating	2,595,504	2,654,669	2,669,197	2,648,177	0%
- Improvement Reserve	39,317	1,875,831	1,876,373	1,893	-100%
<b>Total Enterprise</b>	<b>43,486,361</b>	<b>47,103,270</b>	<b>47,112,500</b>	<b>46,140,180</b>	<b>-2%</b>
<b>Internal Service:</b>					
Central Services	417,987	587,280	588,280	531,800	-9%
Information Technology	2,089,629	2,118,090	2,121,870	2,037,590	-4%
Fleet - Operating	876,660	756,412	758,206	872,057	15%
- Replacement Reserve	566,778	628,498	650,934	563,683	-10%
Medical Insurance	3,106,042	3,666,660	3,696,060	3,854,780	5%
Workers' Compensation	500,566	494,400	517,630	522,400	6%
General Liability Self Insurance	4,930,682	3,308,000	4,988,500	3,019,000	-9%
<b>Total Internal Service</b>	<b>12,488,344</b>	<b>11,559,340</b>	<b>13,321,480</b>	<b>11,401,310</b>	<b>-1%</b>
<b>Total All Funds *</b>	<b>\$131,564,937</b>	<b>\$139,603,870</b>	<b>\$141,225,350</b>	<b>\$135,132,730</b>	<b>-3%</b>

\*Excludes Fund Balances

# Budget Comparisons By Fund - Expenditures

Description	FY 2016-17 Actual	FY 2017-18 Adj Budget	FY 2017-18 Projected	FY 2018-19 Budget	Percent Change
<b>General</b>	<b>\$62,034,690</b>	<b>\$75,764,870</b>	<b>\$73,362,390</b>	<b>\$71,131,170</b>	<b>-6%</b>
<b>Special Revenue:</b>					
Street Improvement	221,973	8,068,520	7,869,890	3,100,960	-62%
Gas Tax	3,498,854	7,829,290	7,707,240	4,004,200	-49%
Miscellaneous Grants	479,671	606,700	570,850	238,300	-61%
Air Quality Improvement	727,146	407,290	382,290	199,570	-51%
Local Cable Infrastructure	6,006	443,900	443,900	2,770	-99%
Police Grants	101,708	111,690	111,690	100,000	-10%
<b>Total Special Revenue</b>	<b>5,035,358</b>	<b>17,467,390</b>	<b>17,085,860</b>	<b>7,645,800</b>	<b>-56%</b>
<b>Capital Projects:</b>					
Parks Acquisition & Dev.	25,800	199,430	199,430	107,150	-46%
Local Drainage Facilities	168,994	882,340	582,340	23,460	-97%
R C F P P	491,462	2,608,520	2,151,120	96,090	-96%
Public Facilities Construction Fee	910,349	1,278,240	1,278,240	1,383,870	8%
Developers Improvement	1,633,171	689,620	689,620	15,890	-98%
Low/Moderate Income Housing Reserve	0	0	0	3,470	100%
	690,936	3,010,670	2,845,240	1,185,000	-61%
<b>Total Capital Projects</b>	<b>3,920,712</b>	<b>8,668,820</b>	<b>7,745,990</b>	<b>2,814,930</b>	<b>-68%</b>
<b>Negocio Debt Service</b>	<b>1,947,779</b>	<b>137,680</b>	<b>193,070</b>	<b>0</b>	<b>-100%</b>
<b>Enterprise:</b>					
Water - Operating	19,564,243	22,147,200	21,619,110	21,245,560	-4%
- Depreciation Reserve	5,329,784	10,174,000	10,161,620	2,044,540	-80%
- Acreage Fee Reserve	135,790	2,377,240	2,377,580	16,870	-99%
- Other Agency	74,901	3,095,160	1,914,950	16,590	-99%
Sewer - Operating	9,476,528	10,436,010	10,288,640	10,683,350	2%
- Depreciation Reserve	5,239,439	9,083,750	8,331,920	3,490,700	-62%
- Connection Fee Reserve	861,713	715,980	319,580	288,500	-60%
- Other Agency	147,569	375,530	375,530	223,490	-40%
Storm Drain Utility - Operating	1,581,519	1,754,750	1,708,490	1,674,940	-5%
- Depreciation Reserve	2,650,992	1,710,190	1,711,520	970,500	-43%
Solid Waste Management	205,849	260,140	254,650	230,080	-12%
Golf - Operating	2,356,666	2,193,280	2,209,310	2,199,020	0%
- Depreciation Reserve	61,162	52,060	46,180	13,810	-73%
- Capital Improvement Reserve	16,751	22,710	26,320	328,580	1347%
Clean Ocean - Operating	2,146,930	4,752,330	4,343,460	2,484,470	-48%
- Depreciation Reserve	38,786	1,992,830	1,912,830	19,820	-99%
<b>Total Enterprise</b>	<b>49,888,622</b>	<b>71,143,160</b>	<b>67,601,690</b>	<b>45,930,820</b>	<b>-35%</b>
<b>Internal Service:</b>					
Central Services	489,250	796,350	781,900	578,360	-27%
Information Technology	2,302,360	2,527,830	2,438,530	1,985,280	-21%
Fleet - Operating	847,145	992,450	940,100	1,053,830	6%
- Replacement Reserve	548,747	1,251,680	1,121,120	6,410	-99%
Medical Insurance	3,100,139	3,651,560	3,685,460	3,843,080	5%
Workers' Compensation	445,657	579,770	549,080	567,720	-2%
General Liability Self Insurance	4,941,851	3,010,290	3,015,760	2,663,100	-12%
<b>Total Internal Service</b>	<b>12,675,149</b>	<b>12,809,930</b>	<b>12,531,950</b>	<b>10,697,780</b>	<b>-16%</b>
<b>Total All Funds *</b>	<b>\$135,502,310</b>	<b>\$185,991,850</b>	<b>\$178,520,950</b>	<b>\$138,220,500</b>	<b>-26%</b>

\*Excludes Fund Balances

# All Fund Revenues Summary

Description	FY 2016-17 Actual	FY 2017-18 Adj Budget	FY 2017-18 Projected	FY 2018-19 Budget	% Bud 17-18 To Bud 18-19
<b>Beginning Fund Balances</b>	\$146,832,077	\$142,894,718	\$142,894,718	\$105,599,118	-26%
Property Taxes	31,098,309	31,881,000	31,881,240	33,284,070	4%
Transient Occupancy Tax	2,798,585	2,570,000	2,618,000	2,275,000	-11%
Sales Tax	9,931,846	9,904,000	9,904,000	10,152,000	3%
Franchise Fees	2,611,749	2,672,000	2,672,000	2,697,000	1%
Business License Tax	1,059,264	1,001,000	1,039,300	1,043,000	4%
<b>Total Taxes</b>	<b>47,499,753</b>	<b>48,028,000</b>	<b>48,114,540</b>	<b>49,451,070</b>	<b>3%</b>
Construction Permits	1,509,919	1,641,330	1,644,600	1,482,550	-10%
Developer Fees	1,003,574	674,060	910,890	606,110	-10%
Alarm Permits	80,280	88,000	88,000	88,000	0%
Miscellaneous Permits & Fees	258,470	186,470	166,530	118,220	-37%
<b>Total Permit &amp; Fees</b>	<b>2,852,243</b>	<b>2,589,860</b>	<b>2,810,020</b>	<b>2,294,880</b>	<b>-11%</b>
Grants	1,979,667	5,194,010	4,703,760	1,193,410	-77%
Motor Vehicle Tax	29,677	30,000	34,000	35,000	17%
Gas Tax Allocations	1,272,414	1,766,520	1,746,800	3,205,000	81%
Subventions	244,217	257,000	247,000	247,000	-4%
Measure M Apportionment	927,806	1,332,300	1,332,300	986,320	-26%
Miscellaneous	152,328	251,000	339,800	200,000	-20%
<b>Total Intergovernmental</b>	<b>4,606,109</b>	<b>8,830,830</b>	<b>8,403,660</b>	<b>5,866,730</b>	<b>-34%</b>
Development Permits & Fees	463,089	514,550	398,260	363,920	-29%
Plan Check Fees	857,974	853,360	844,830	814,000	-5%
General Service Charges	232,033	357,300	277,420	291,400	-18%
Imaging of Documents	43,538	42,000	42,000	42,000	0%
Weed Assessments	14,972	11,500	12,000	12,000	4%
Abatement Reimbursements	0	250	0	250	0%
Ambulance Service Charges	1,467,867	1,235,000	1,235,000	1,275,000	3%
Public Safety Service Charges	1,162	1,600	1,600	1,600	0%
Marine Safety Program Fees	177,976	213,720	198,520	187,330	-12%
Parking Meters & Permits	1,113,989	1,065,000	1,056,260	1,055,000	-1%
Solid Waste Service Charges	152,052	150,000	140,000	140,000	-7%
Storm Drain Service Charges	1,161,929	1,150,500	1,150,500	1,150,500	0%
Sewer Service Charges	8,766,102	9,450,240	9,132,000	10,020,080	6%
Water Service Charges	17,222,988	18,909,760	18,717,590	19,831,270	5%
Inspection Fees	83,693	93,500	91,000	67,500	-28%
Recreation Program Fees	1,917,107	1,618,360	1,682,860	1,788,260	10%
Golf Fees	1,867,285	1,739,000	1,837,400	1,787,400	3%
Urban Runoff Mgmt Fees	2,296,534	2,300,000	2,300,000	2,300,000	0%
<b>Total Service Charges</b>	<b>37,840,290</b>	<b>39,705,640</b>	<b>39,117,240</b>	<b>41,127,510</b>	<b>4%</b>
Parking Violations	646,740	650,000	650,000	650,000	0%
Vehicle Code & Court Fines	159,680	125,000	125,000	125,000	0%
Other Fines	14,329	65,200	251,030	267,830	311%
<b>Total Fines</b>	<b>820,749</b>	<b>840,200</b>	<b>1,026,030</b>	<b>1,042,830</b>	<b>24%</b>
Investment Earnings & Interest	661,531	938,600	1,441,950	1,443,500	54%
Rents & Concessions	3,078,041	3,182,710	3,276,140	3,201,660	1%
<b>Total Interest &amp; Rents</b>	<b>3,739,572</b>	<b>4,121,310</b>	<b>4,718,090</b>	<b>4,645,160</b>	<b>13%</b>
Miscellaneous Income	3,066,009	1,560,030	1,578,120	1,120,820	-28%
Depreciation Funding	8,047,317	7,585,100	7,685,100	7,961,000	5%
Sales of Assets	915,636	582,600	2,602,600	0	-100%
Transfers from Other Funds	9,443,265	11,555,220	10,858,490	7,431,290	-36%
Internal Service Fund Charges	6,821,280	7,412,520	7,412,520	7,127,060	-4%
Premiums & Reimbursements	5,912,714	6,792,560	6,898,940	7,064,380	4%
<b>Total Other Revenues &amp; Financing Sources</b>	<b>34,206,221</b>	<b>35,488,030</b>	<b>37,035,770</b>	<b>30,704,550</b>	<b>-13%</b>
<b>Total Revenues*</b>	<b>\$131,564,937</b>	<b>\$139,603,870</b>	<b>\$141,225,350</b>	<b>\$135,132,730</b>	<b>-3%</b>

\*excluding fund balances



# All Fund Revenues By Line Item

Revenues Description	FY 2016-17 Actual	FY 2017-18 Adj Bud	FY 2017-18 Projected	FY 2018-19 Budget	% Bud 17-18 To Bud 18-19
<b>Taxes</b>					
Current Year Secured Taxes	\$22,738,144	\$23,500,000	\$23,500,000	\$24,611,000	5%
Current Year Unsecured Taxes	697,785	700,000	700,000	700,000	0%
Supp. Roll Property Taxes	642,916	500,000	500,000	500,000	0%
ERAF Property Taxes	6,231,056	6,561,000	6,561,000	6,763,000	3%
Prior Year Secured & Unsecured	158,866	160,000	160,000	200,000	25%
Property Tax Admin. Charge	(127,069)	(250,000)	(250,000)	(250,000)	0%
Transient Occupancy Tax	2,004,790	1,960,000	2,010,000	2,075,000	6%
Transient Occupancy Tax Vacation Rental	793,795	610,000	608,000	200,000	-67%
General Sales Tax	9,558,863	9,474,000	9,474,000	9,702,000	2%
P.S. Sales Tax Augmentation	372,983	430,000	430,000	450,000	5%
Property Transfer Tax	693,444	650,000	650,000	700,000	8%
Penalty & Interest - Delqnt. Prop. Tax	61,845	60,000	60,000	60,000	0%
Penalty & Interest - Delqnt. Prop. Assmt.	714	0	240	70	100%
Assessments Prior Year	608	0	0	0	0%
San Diego Gas & Electric	694,369	715,000	715,000	730,000	2%
Southern California Gas	119,416	125,000	125,000	125,000	0%
Cox Communications	1,084,005	1,110,000	1,110,000	1,110,000	0%
CR&R	436,916	440,000	440,000	450,000	2%
Other Franchise Fees	257,134	257,000	257,000	257,000	0%
Parimutual Taxes	19,909	25,000	25,000	25,000	0%
Business License Tax	870,712	850,000	885,770	890,000	5%
Business License - Development	111,158	75,000	75,000	75,000	0%
Home Occupation Permit	77,394	76,000	78,530	78,000	3%
<b>Total Taxes</b>	<b>47,499,753</b>	<b>48,028,000</b>	<b>48,114,540</b>	<b>49,451,070</b>	<b>3%</b>
<b>Permit &amp; Fees</b>					
Building Permits	799,705	900,000	900,000	788,000	-12%
Disability Access/Educ Fee	4,134	14,580	17,850	19,800	36%
Electrical Permits	313,400	350,000	350,000	331,000	-5%
Mechanical Permits	125,830	130,000	130,000	117,000	-10%
Plumbing Permits	246,696	235,000	235,000	215,000	-9%
Grading Permits	20,154	11,750	11,750	11,750	0%
Sewer Permits	980	300	980	1,000	233%
Bridge Maintenance Contribution	118,725	117,890	119,700	120,310	2%
STLU Permit Fee	24,360	17,850	7,880	7,880	-56%
Street Encroachment Permits	64,252	40,230	40,230	40,230	0%
Trash Bin Permits	9,173	9,000	9,000	9,000	0%
Alarm Permits	80,280	88,000	88,000	88,000	0%
Park Fees	36,915	23,600	70,230	23,600	0%
In-Lieu Affordable Housing Fees	412,839	300,360	300,360	301,000	0%
Public Safety Construction Fees	132,213	164,630	129,720	113,870	-31%
Civic Center Const Fund Fees	43,347	50,620	40,490	30,370	-40%
Storm Drain Fees - Other Areas	4,234	500	6,070	500	0%
Storm Drain Fees - Segunda Des.	0	0	340	0	0%
Sewer Connection Fees	241,742	15,460	222,480	15,460	0%
RCFPP Impact Fees	159,465	117,960	107,310	58,980	-50%
Water Acreage Fees	13,559	1,000	21,500	1,000	0%
Miscellaneous Permits	240	1,130	1,130	1,130	0%
<b>Total Permit &amp; Fees</b>	<b>2,852,243</b>	<b>2,589,860</b>	<b>2,810,020</b>	<b>2,294,880</b>	<b>-11%</b>

# All Fund Revenues By Line Item

Revenues Description	FY 2016-17 Actual	FY 2017-18 Adj Bud	FY 2017-18 Projected	FY 2018-19 Budget	% Bud 17-18 To Bud 18-19
<b>Intergovernmental</b>					
CDBG Home Rehab	0	75,000	75,000	91,960	23%
Public Fac/Infrastructure Grant	309,426	408,000	408,000	408,000	0%
Commercial Rehab Grant	2,000	20,000	20,000	20,000	0%
Public Services Grant	51,762	51,760	51,760	48,110	-7%
CDBG Administration Grant	67,788	69,020	69,020	64,140	-7%
Other Federal Grants	304,017	1,234,630	794,110	0	-100%
Mandated Cost Reimbursement	16,653	22,000	12,000	12,000	-45%
S.O.N.G.S. Grant	162,420	161,260	161,260	190,000	18%
State Sand Replenishment Grant	281,000	0	0	0	0%
Other State Grants	49,881	1,980,540	1,924,050	91,800	-95%
Motor Vehicle Tax	29,677	30,000	34,000	35,000	17%
Vehicle Pollution Reduction Fees	84,595	80,000	80,000	80,000	0%
2031 Gas Tax Allocations	0	374,000	376,000	1,595,000	326%
2106 Gas Tax Allocation	243,957	237,350	247,200	245,700	4%
Motor Vehicle Fuel Tax 2103	176,811	265,230	262,700	505,800	91%
2105 Gas Tax Allocation	372,225	385,030	382,200	379,800	-1%
2107 Gas Tax Allocation	471,921	497,410	471,200	471,200	-5%
2107.5 Gas Tax Allocation	7,500	7,500	7,500	7,500	0%
Homeowners Exempt. Subvention	141,983	155,000	155,000	155,000	0%
Special District Augmentation	986	0	0	0	0%
State COPS Grant	195,441	100,000	108,740	100,000	0%
Measure M - GMA Grant	0	395,000	395,000	0	-100%
OCTA Senior Transportation	71,704	72,980	71,000	72,980	0%
Other County Grants	484,228	1,020,820	1,020,820	106,420	-90%
Measure M/M2 Turnback App.	927,806	937,300	937,300	986,320	5%
Other Governmental Revenues	152,328	76,000	64,800	0	-100%
MWD Reclaimed Water Credit	0	175,000	275,000	200,000	14%
<b>Total Intergovernmental</b>	<b>4,606,109</b>	<b>8,830,830</b>	<b>8,403,660</b>	<b>5,866,730</b>	<b>-34%</b>
<b>Service Charges</b>					
Const & Demo Admin Fees	22,020	21,000	25,000	22,000	5%
Business License Processing Fee	67,583	75,000	60,500	70,000	-7%
Building Plan Check Fees	559,653	585,000	585,000	562,500	-4%
Planning Plan Check Fees	86,718	80,000	80,000	75,000	-6%
Transportation Permits	1,917	1,200	1,200	1,200	0%
Improvement Plan Check Fees	56,435	25,000	25,000	30,000	20%
Landscape Plan Check Fees	749	2,000	1,000	1,500	-25%
SFR Plan Check Fees	41,830	45,360	45,330	40,000	-12%
Reproduction of Documents	1,519	1,800	1,500	1,700	-6%
Imaging of Documents	43,538	42,000	42,000	42,000	0%
Map Sales	189	300	300	300	0%
Bad Check Service Charges	4,016	3,000	3,500	3,000	0%
Community Enhancement Revenues	349,515	388,350	281,560	242,720	-37%
Other Planning Service Fees	13,674	14,000	15,000	14,000	0%
Planning - CC Applications	8,542	8,000	5,000	5,000	-38%
Planning - PC Applications	73,101	75,000	75,000	75,000	0%
Planning - ZA Applications	14,715	15,000	17,500	15,000	0%
Planning - Admin Applications	16,231	18,000	11,000	10,000	-44%
Traffic Model Fees	0	700	700	700	0%
Traffic Review Fees	0	500	500	500	0%
General Plan Update Fees	1,321	5,000	5,000	5,000	0%
Late Payment Charges	282,414	300,000	280,000	280,000	-7%

# All Fund Revenues By Line Item

Revenues Description	FY 2016-17 Actual	FY 2017-18 Adj Bud	FY 2017-18 Projected	FY 2018-19 Budget	% Bud 17-18 To Bud 18-19
Retiree Premiums	223,365	348,000	270,520	283,700	-18%
Cobra Premiums	1,027	3,000	400	1,500	-50%
Excess Water Use Penalty	(3,634)	0	0	0	0%
Weed Assessments - Current Year	12,878	10,000	10,000	10,000	0%
Weed Assessments - Prior Year	2,094	1,500	2,000	2,000	33%
Sign Storage Fee	0	250	0	250	0%
Ambulance Service Charges	1,444,658	1,210,000	1,210,000	1,250,000	3%
Ambulance Subscription Fees	22,010	25,000	25,000	25,000	0%
Ambulance GEMT Reimb	1,199	0	0	0	0%
Special Lifeguard Services	10,364	8,390	8,790	4,500	-46%
Junior Lifeguard Services	161,702	187,000	171,400	164,500	-12%
Special Beach Events Fees	5,910	16,530	16,530	16,530	0%
Film Permit Fees	0	1,800	1,800	1,800	0%
Fingerprint Services	60	300	300	300	0%
Visa Letter Service	225	300	300	300	0%
Police Duplication Fees	347	500	500	500	0%
Other Police Dept. Service Charges	530	500	500	500	0%
Parking Meters	952,424	905,000	905,000	905,000	0%
Parking Permits	161,565	160,000	151,260	150,000	-6%
Const & Demo Recycle Fee - Forfeited	65,000	70,000	60,000	60,000	-14%
Commercial Recycling Charges	87,052	80,000	80,000	80,000	0%
Sewer Commodity Fees	3,255,693	3,977,000	3,588,000	4,337,480	9%
Sewer Base Fees	5,510,409	5,473,240	5,544,000	5,682,600	4%
Effluent Water Sales	1,299,757	1,387,360	1,387,360	1,686,350	22%
Public Works Inspection Fees	692	2,500	0	2,500	0%
Engineering Plan Review	8,976	10,000	10,000	9,000	-10%
Construction Inspection Fees	72,948	85,000	85,000	60,000	-29%
Engr. & Geotech. Reimbursements	3,558	3,000	3,000	2,000	-33%
Other Engineering Service Fees	6,495	3,000	3,000	3,000	0%
OHBC Pool Programs & Admin Fees	12,186	31,920	31,920	31,920	0%
SCAC Pool Programs & Admin Fees	344,874	294,340	294,340	294,340	0%
OHBC Contract Pool Class Fees	25,398	54,170	54,170	54,170	0%
OHBC Contract Class Fees	2,516	800	800	800	0%
SCAC Contract Pool Class Fees	241,125	98,400	163,150	163,150	66%
Comm. Center Contract Class Fees	254,864	222,000	222,000	222,000	0%
Offsite Contract Class Fees	476,922	78,000	78,000	78,000	0%
Recreation Sports Fees	6,524	181,500	181,500	185,000	2%
VHSP Contract Land Class Fees	66,084	100,000	100,000	191,400	91%
Park Class Fees	0	200,000	200,000	200,000	0%
Beach Class Fees	0	175,000	175,000	175,000	0%
Street Banner Fees	0	12,480	12,480	12,480	0%
Recreation Special Events	17,153	11,750	11,500	21,500	83%
Recreation Day Camp Fees	20	0	0	0	0%
Fun on the Run Program Revenues	0	5,000	5,000	5,500	10%
After School Programming	175,555	155,000	155,000	155,000	0%
Gift Certificate Classes	(937)	(2,000)	(2,000)	(2,000)	0%
Greens Fees	1,667,846	1,675,000	1,775,000	1,725,000	3%
VHSP Field/Tournament Rental	223,133	0	0	0	0%
Registration Card/Ticket Sales	61,000	55,000	55,000	55,000	0%
Steed Park Field/Tournament Rentals	134,439	5,000	4,000	4,000	-20%
Golf Cart Registration	4,000	4,000	3,400	3,400	-15%
Steed Park Adult Softball League Fees	71,690	0	0	0	0%

# All Fund Revenues By Line Item

Revenues Description	FY 2016-17 Actual	FY 2017-18 Adj Bud	FY 2017-18 Projected	FY 2018-19 Budget	% Bud 17-18 To Bud 18-19
Metered Water Sales	10,906,877	11,807,180	12,152,620	12,366,700	5%
Fixed Water Service Charges	4,338,056	5,156,220	4,611,550	5,250,220	2%
Hydrant Meter Water Sales	72,148	40,000	40,000	30,000	-25%
Water Application Fee	74,760	65,000	65,000	65,000	0%
Backflow Testing Admin Fees	41,895	42,000	42,000	42,000	0%
Hydrant Meter Rentals	31,129	15,000	20,000	15,000	0%
Turn On/Reconnection Fees	19,489	15,000	15,000	15,000	0%
Water Posting Fees	59,427	50,000	50,000	50,000	0%
Meter Installation Fees	99,935	30,000	53,060	30,000	0%
Exemption Application Fees	735	2,000	1,000	1,000	-50%
Storm Drain Service Charges	1,161,929	1,150,500	1,150,500	1,150,500	0%
Urban Runoff Mgmt. Fees	2,296,534	2,300,000	2,300,000	2,300,000	0%
<b>Total Service Charges</b>	<b>37,840,290</b>	<b>39,705,640</b>	<b>39,117,240</b>	<b>41,127,510</b>	<b>4%</b>
<b>Fines</b>					
Parking Violations	646,740	650,000	650,000	650,000	0%
Vehicle Code Fines	154,647	120,000	120,000	120,000	0%
Court Fines	5,033	5,000	5,000	5,000	0%
Trash Can Violations	800	700	500	600	-14%
Administrative Citations	8,500	52,500	238,530	259,230	394%
Admin Citation Enforcement	5,029	12,000	12,000	8,000	-33%
<b>Total Fines</b>	<b>820,749</b>	<b>840,200</b>	<b>1,026,030</b>	<b>1,042,830</b>	<b>24%</b>
<b>Interest and Rents</b>					
Investment Earnings	1,427,693	933,200	1,435,550	1,436,100	54%
Unrealized Gain/Loss on Investments	(1,027,315)	0	0	0	0%
Interest Earnings - Other	261,153	5,400	6,400	7,400	37%
Communication Site Leases	515,836	516,000	501,850	512,940	-1%
Beach Club Rent	3,188	4,200	3,200	0	-100%
Community Center Rent	92,762	54,880	54,880	52,580	-4%
Library Annex Rentals	0	4,500	4,500	9,000	100%
SCAC Pool Rental	169,786	148,000	148,000	148,000	0%
OHBC Pool Rentals	4,235	13,850	13,850	13,850	0%
Senior Center Rentals	7,630	7,500	3,470	0	-100%
Sports Field Rentals	147,536	538,000	530,000	568,000	6%
VHSP Program /Sport League Fees	224,754	0	0	0	0%
Rental of City Property	12,427	21,080	17,080	8,100	-62%
Park Rentals	26,266	20,500	20,500	20,500	0%
Steed Park Concession	18,845	18,500	18,500	18,500	0%
OHBC - Concession	140,581	225,000	203,000	252,000	12%
Lawn Bowling	0	750	750	750	0%
Negocio Leases	530,303	404,300	405,870	266,230	-34%
Pier Restaurant	608,008	675,000	773,700	750,000	11%
Negocio (1030) Lease	73,252	60,000	75,180	77,040	28%
"T" Street Concession	6,078	0	4,370	4,500	100%
North Beach Concession	0	0	0	0	0%
Telescope	780	750	750	750	0%
Pier Concession Bait & Tackle	300	3,000	5,500	6,000	100%
Golf Pro Shop	217,025	195,000	215,000	215,000	10%
Golf Restaurant	209,150	200,000	205,000	205,000	2%
1100 N. ECR Bldg Lease	35,280	36,900	37,040	34,200	-7%
Fabricante Rental	34,019	35,000	34,150	38,720	11%
<b>Total Interest and Rents</b>	<b>3,739,572</b>	<b>4,121,310</b>	<b>4,718,090</b>	<b>4,645,160</b>	<b>13%</b>

# All Fund Revenues By Line Item

Revenues Description	FY 2016-17 Actual	FY 2017-18 Adj Bud	FY 2017-18 Projected	FY 2018-19 Budget	% Bud 17-18 To Bud 18-19
<b><i>Other Revenues &amp; Financing Sources</i></b>					
Depreciation Funding	5,495,647	4,874,100	4,874,100	5,150,000	6%
Asset Model Funding	1,421,670	1,621,000	1,621,000	1,721,000	6%
Joint Agency Reserve Funding	1,130,000	1,090,000	1,190,000	1,090,000	0%
Sale of General Fixed Assets	915,636	582,600	2,602,600	0	-100%
Transfer from 2106 Gas Tax Fund	0	30,000	30,000	500,000	1567%
Transfer from Misc. Grants Fund	17,760	17,760	17,760	17,500	-1%
Transfer from General Fund	4,597,534	4,150,880	3,850,880	4,050,880	-2%
Transfer from 2107 Gas Tax	474,736	490,930	473,800	473,800	-3%
Transfer from Local Drainage	0	0	0	0	0%
Transfer from Water Fund	275,000	555,000	255,000	200,000	-64%
Transfer from Sewer Fund	691,000	343,830	315,000	155,000	-55%
Transfer from Golf Course Fund	25,292	20,000	20,000	20,000	0%
Transfer from Clean Ocean Fund	592,899	2,429,110	2,429,110	554,110	-77%
Transfer from Other Funds	1,768,167	3,517,710	3,466,940	1,460,000	-58%
Principal from Advance	1,000,877	0	0	0	0%
Postage Charges	88,980	100,200	100,200	94,080	-6%
Duplicating Charges	72,140	71,740	71,740	79,880	11%
EDMS Charges to Funds	34,990	40,000	40,000	50,010	25%
Fleet Operating Charges	865,170	743,540	743,540	859,130	16%
Fleet Replacement Charges	549,860	540,600	540,600	501,610	-7%
Data Processing Charges	1,862,880	2,034,090	2,034,090	2,034,090	0%
Communication Charges	177,560	330,840	330,840	262,330	-21%
Capital Equipment Replacement	175,980	179,730	179,730	219,730	22%
Park Asset Replacement	70,000	102,000	102,000	150,000	47%
Facilities Maintenance Replacement	179,450	183,970	183,970	231,470	26%
General Fund O/H Charges	2,744,270	3,085,810	3,085,810	2,644,730	-14%
Employer Premiums	2,953,937	3,484,000	3,484,000	3,505,000	1%
Employee Premium	2,866,838	3,308,560	3,414,940	3,559,380	8%
Insurance Reimbursements	91,939	0	0	0	0%
Contributions from Developers	552,007	477,530	477,550	23,120	-95%
Other Donations	1,081,354	50,000	68,840	0	-100%
Work Orders	517	7,000	34,750	17,000	143%
Cash Over or Short	(657)	0	(360)	0	0%
Home Rehab Program Revenue	0	10,000	3,000	10,000	0%
Miscellaneous Income	22,148	6,500	11,390	6,250	-4%
Sidewalk Repair Reimbursement	31,684	30,000	1,770	100,000	233%
Miscellaneous Reimbursement	381,865	38,000	40,180	23,450	-38%
Community Park Maint. Reimb.	28,267	20,500	20,500	20,500	0%
Other Agency Revenue	968,824	920,500	920,500	920,500	0%
<b><i>Total Other Rev. &amp; Financing Sources</i></b>	<b>34,206,221</b>	<b>35,488,030</b>	<b>37,035,770</b>	<b>30,704,550</b>	<b>-13%</b>
<b>Total:</b>	<b>\$131,564,937</b>	<b>\$139,603,870</b>	<b>\$141,225,350</b>	<b>\$135,132,730</b>	<b>-3%</b>

---

# All Fund Revenue Assumptions

---

## **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 \$65.1 million, an increase of \$2.1 million from the 2017-18 fiscal year adjusted budget. Taxes, service charges, fines, and interest and rents and other revenue show growth; while decreases occur in intergovernmental, and permits and fees. Property taxes, which account for 51% of General Fund revenues, are anticipated to increase by 1.4% to \$33.3 million from the FY 2017-18 adjusted budget. Sales taxes increase to \$10.2 million based on current economic trends. 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 2018-19 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 \$408,000 has been included to improve infrastructure within the CDBG benefit area. Funding for home rehabilitation (\$91,960), public services (\$48,110) and commercial rehabilitation (\$20,000) has been included in the FY 2018-19 budget.

### **Shared Revenue:**

*Gas Tax Allocations (2105, 2106, 2107, 2107.5, 2031)* – 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. The City anticipates \$265,000 from the State for (2103) in FY 2017-18 based on current State's estimates. The State added a Road Maintenance and Rehabilitation (2031) apportionment in FY 2017-18 of which the City anticipates \$1.6 million from the State for (2031) in FY 2018-19, unless repeal efforts prevail that would halt the tax.

*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 2018-19 is based on current County estimates is budgeted at \$986,320.

*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 2018-19 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

---

# All Fund Revenue Assumptions

---

Utilities Code Section 5800. The amount the City anticipates for FY 2018-19 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 2018-19, however small dollar amounts are still being collected. 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 2018-19 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 \$58,950 in developer fees is anticipated in FY 2018-19, primarily from the Sea Summit development.

## **Public Facilities Construction Fee Fund:**

Fees are collected for Public Safety facilities construction and Civic Center construction. Public Facilities fees of \$144,240 are anticipated to be received in FY 2018-19. Fees are derived from infill projects and are based on square footage. Fees for the Public Safety Construction fee and Civic Center fee are being received as a result of the Sea Summit residential development area.

## **Developers Improvement Fund:**

This fund collects amounts based on agreements that are entered into with developers. During FY 2018-19, the City will continue to receive amounts as a result of the Sea Summit residential development. These fees are based on development and started to be received in FY 2016-17. These fees are being collected based on building permits issued and include amounts for North Beach Improvements and Affordable Housing. Bridge Maintenance revenues are also being collected to fund future bridge maintenance and repairs in the Marblehead and Talega development areas.

## **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 \$19.8 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 \$2.89 million annually to the Water depreciation reserve and \$700,000 to the depreciation reserve for joint regionally shared infrastructure.



---

# All Fund Revenue Assumptions

---

**Sewer Fund:**

Sewer service charges are budgeted for \$10.0 million for FY 2018-19. 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 \$2.84 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 2018-19.

**Golf Fund:**

The Golf Course charges a tiered rate for resident/non-resident, weekday/weekend and seniors. A total of \$2.2 million is anticipated for FY 2018-19 and is based upon an 80,000 rounds per year assumption and revenue from the concession operator.

**Solid Waste Management Fund:**

A total of \$192,900 in revenue is budgeted in the Solid Waste Fund from commercial recycling charges (\$140,000), administrative fees (\$22,000), trash bin permits and fines (\$9,600), and a State recycling grant (\$16,800). 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 2016-17 Actual	FY 2017-18 Adj Budget	FY 2017-18 Projected	FY 2018-19 Budget	% Bud 17-18 To Bud 18-19
<b>City Council</b>					
Legislative Program	43,564	66,110	64,020	57,200	-13%
Cable Programing	11,790	20,660	12,200	20,960	1%
<b>Total</b>	<b>\$55,354</b>	<b>\$86,770</b>	<b>\$76,220</b>	<b>\$78,160</b>	<b>-10%</b>
<b>City Manager</b>	<b>642,889</b>	<b>649,090</b>	<b>662,880</b>	<b>724,390</b>	<b>12%</b>
<b>Economic Development</b>	<b>100,343</b>	<b>119,780</b>	<b>107,750</b>	<b>108,600</b>	<b>-9%</b>
<b>City General</b>					
Social Services	90,050	81,310	81,310	79,500	-2%
City Administration	8,966,907	11,102,270	10,759,020	12,405,400	12%
<b>Total</b>	<b>9,056,957</b>	<b>11,183,580</b>	<b>10,840,330</b>	<b>12,484,900</b>	<b>12%</b>
<b>City Clerk</b>					
Council Related Services	611,321	731,150	668,390	731,670	0%
Elections	96,372	15,720	10,860	84,310	436%
<b>Total</b>	<b>707,693</b>	<b>746,870</b>	<b>679,250</b>	<b>815,980</b>	<b>9%</b>
<b>Finance &amp; Admin. Services</b>					
F&AS - Administration	457,034	514,920	520,610	534,220	4%
Cash Management/Treasury	71,708	84,280	73,810	75,380	-11%
<b>Total</b>	<b>528,742</b>	<b>599,200</b>	<b>594,420</b>	<b>609,600</b>	<b>2%</b>
<b>Finance</b>					
Finance Administration	243,098	258,270	255,690	265,100	3%
Financial Services	872,417	916,490	916,630	974,540	6%
Utility Billing & Cashing	793,677	962,910	889,180	915,830	-5%
Business Licensing	193,022	250,240	248,350	163,550	-35%
Financial Planning/Purchasing	30,024	28,420	28,590	29,600	4%
<b>Total</b>	<b>2,132,238</b>	<b>2,416,330</b>	<b>2,338,440</b>	<b>2,348,620</b>	<b>-3%</b>
<b>Human Resources</b>					
Human Resource Administration	523,594	701,870	705,880	592,650	-16%
Labor Relations	9,247	20,800	38,800	15,800	-24%
Employee Training	4,782	8,430	6,730	6,950	-18%
<b>Total</b>	<b>537,623</b>	<b>731,100</b>	<b>751,410</b>	<b>615,400</b>	<b>-16%</b>
<b>Police Services</b>					
Police Contract Services	13,848,560	14,917,470	14,937,470	16,007,110	7%
Local Police Services	18,905	21,800	21,550	21,050	-3%
<b>Total</b>	<b>13,867,465</b>	<b>14,939,270</b>	<b>14,959,020</b>	<b>16,028,160</b>	<b>7%</b>
<b>Fire Services</b>	<b>8,974,200</b>	<b>9,468,150</b>	<b>9,304,650</b>	<b>9,961,470</b>	<b>5%</b>
<b>Community Development</b>					
Administration	608,747	799,320	798,640	717,700	-10%
Economic Development	4,350	75,000	75,000	0	-100%
<b>Total</b>	<b>613,097</b>	<b>874,320</b>	<b>873,640</b>	<b>717,700</b>	<b>-18%</b>
<b>Building</b>					
Administration	1,144,875	1,397,080	1,199,040	1,273,310	-9%
Inspection	665,970	825,880	667,140	743,710	-10%
<b>Total</b>	<b>1,810,845</b>	<b>2,222,960</b>	<b>1,866,180</b>	<b>2,017,020</b>	<b>-9%</b>
<b>Planning</b>					
Long Range Planning	457,385	814,420	775,040	458,720	-44%
Current Planning	667,509	707,690	719,940	691,210	-2%
Commissions, Boards & Comm.	28,204	47,520	36,940	46,450	-2%

# All Programs Expenditure Summary

Expenditures By Program	FY 2016-17 Actual	FY 2017-18 Adj Budget	FY 2017-18 Projected	FY 2018-19 Budget	% Bud 17-18 To Bud 18-19
Planning Administration	294,674	407,940	370,620	435,000	7%
<b>Total</b>	<b>1,447,772</b>	<b>1,977,570</b>	<b>1,902,540</b>	<b>1,631,380</b>	<b>-18%</b>
<b>Code Compliance</b>					
Code Compliance	695,986	791,880	779,330	863,890	9%
Weed Abatement	137,039	156,000	156,000	156,000	0%
<b>Total</b>	<b>833,025</b>	<b>947,880</b>	<b>935,330</b>	<b>1,019,890</b>	<b>8%</b>
<b>Public Works Admin.</b>					
Public Works Admin.	218,795	497,770	530,550	666,580	34%
Emergency Planning	137,696	301,800	201,580	208,070	-31%
<b>Total</b>	<b>356,491</b>	<b>799,570</b>	<b>732,130</b>	<b>874,650</b>	<b>9%</b>
<b>Engineering</b>					
Development Engineering	318,111	562,410	513,850	552,490	-2%
Inspection	307,396	305,800	265,520	310,180	1%
Traffic	553,392	1,597,090	1,421,470	499,860	-69%
Design and General Engineering	1,489,635	(34,980)	48,510	15,230	-144%
Streets Engineering	0	568,120	563,950	568,700	0%
Major Street Maintenance	1,553,745	3,905,270	3,434,120	1,096,830	-72%
<b>Total</b>	<b>4,222,279</b>	<b>6,903,710</b>	<b>6,247,420</b>	<b>3,043,290</b>	<b>-56%</b>
<b>Maintenance Services</b>					
Traffic Signals	798,690	847,970	849,180	927,510	9%
Traffic Maintenance	377,590	403,420	403,990	418,690	4%
Maintenance Services Admin.	491,065	597,820	558,840	575,210	-4%
Street Maintenance & Repair	589,983	731,720	575,330	671,460	-8%
Senior Citizen Facility	71,520	78,150	74,410	75,220	-4%
Parking Maintenance	217,374	279,320	211,690	296,600	6%
Facilities Maintenance	1,238,515	1,730,250	1,634,930	1,758,300	2%
Street Lighting	520,318	599,830	550,780	530,310	-12%
<b>Total</b>	<b>4,305,055</b>	<b>5,268,480</b>	<b>4,859,150</b>	<b>5,253,300</b>	<b>0%</b>
<b>Park/Beach Maintenance</b>					
Trail Maintenance	213,944	255,850	255,860	264,920	4%
Street Median & Trees	392,022	491,480	439,480	424,500	-14%
Streetscapes	404,385	528,640	528,440	627,950	26%
Park Maintenance	2,431,039	3,612,580	3,647,610	3,065,130	-15%
Beach Maintenance	1,165,677	3,352,470	3,275,850	799,500	-76%
Parks & Beach Maint. Admin.	748,746	959,120	838,230	792,850	-17%
<b>Total</b>	<b>5,355,813</b>	<b>9,200,140</b>	<b>8,985,470</b>	<b>6,014,850</b>	<b>-35%</b>
<b>Bch, Prk &amp; Rec Admin.</b>					
Bch, Prk & Rec Admin.	132,540	366,860	367,110	347,380	-5%
<b>Total</b>	<b>132,540</b>	<b>366,860</b>	<b>367,110</b>	<b>347,380</b>	<b>-5%</b>
<b>Recreation</b>					
Beach Club	437,921	197,460	165,640	116,060	-41%
Community Center	568,689	514,440	518,490	543,950	6%
Community Services	1,412,480	1,132,400	1,236,770	1,301,520	0%
Aquatics	199,845	1,149,270	1,148,530	1,164,470	1%
VH Sports Field/Aquatics Facility	1,480,024	770,760	775,500	673,870	-13%
Steed Park Operations	110,403	163,080	162,940	226,490	39%
Recreation Program/Events	486,144	625,270	555,790	531,440	-15%
<b>Total</b>	<b>4,695,506</b>	<b>4,552,680</b>	<b>4,563,660</b>	<b>4,557,800</b>	<b>0%</b>
<b>Marine Safety</b>					
Operations Rescue	1,543,446	1,498,150	1,566,530	1,732,690	16%
Prevention & Education	115,317	212,410	148,860	145,940	-31%
<b>Total</b>	<b>1,658,763</b>	<b>1,710,560</b>	<b>1,715,390</b>	<b>1,878,630</b>	<b>10%</b>

# All Programs Expenditure Summary

Expenditures By Program	FY 2016-17 Actual	FY 2017-18 Adj Budget	FY 2017-18 Projected	FY 2018-19 Budget	% Bud 17-18 To Bud 18-19
<b>Total General Fund</b>	<b>62,034,690</b>	<b>75,764,870</b>	<b>73,362,390</b>	<b>71,131,170</b>	<b>-6%</b>
<b>Other Funds</b>					
<b>Street Improvement</b>	<b>221,973</b>	<b>8,068,520</b>	<b>7,869,890</b>	<b>3,100,960</b>	<b>-62%</b>
<b>Gas Tax</b>					
2106 Gas Tax	3,019,158	6,958,960	6,854,040	2,025,000	-71%
2107 Gas Tax	479,696	496,330	479,200	479,200	-3%
Road Maintenance Rehabilitation	0	374,000	374,000	1,500,000	301%
<b>Total</b>	<b>3,498,854</b>	<b>7,829,290</b>	<b>7,707,240</b>	<b>4,004,200</b>	<b>-49%</b>
<b>Miscellaneous Grants</b>					
CDBG Administration	67,788	77,070	66,220	68,230	-11%
CDBG Housing Rehabilitation	41,996	101,980	96,980	101,960	0%
Public Fac/Infrastructure Grant	316,127	355,890	355,890	0	-100%
CDBG Public Services	51,760	51,760	51,760	48,110	-7%
CDBG Commercial Rehab	2,000	20,000	0	20,000	0%
<b>Total</b>	<b>479,671</b>	<b>606,700</b>	<b>570,850</b>	<b>238,300</b>	<b>-61%</b>
<b>Air Quality Improvement</b>	<b>727,146</b>	<b>407,290</b>	<b>382,290</b>	<b>199,570</b>	<b>-51%</b>
<b>Local Cable Infrastructure</b>	<b>6,006</b>	<b>443,900</b>	<b>443,900</b>	<b>2,770</b>	<b>-99%</b>
<b>Police Grants</b>	<b>101,708</b>	<b>111,690</b>	<b>111,690</b>	<b>100,000</b>	<b>-10%</b>
<b>Parks Acq. &amp; Development</b>	<b>25,800</b>	<b>199,430</b>	<b>199,430</b>	<b>107,150</b>	<b>-46%</b>
<b>Local Drainage Facilities</b>	<b>168,994</b>	<b>882,340</b>	<b>582,340</b>	<b>23,460</b>	<b>-97%</b>
<b>R C F P P</b>	<b>491,462</b>	<b>2,608,520</b>	<b>2,151,120</b>	<b>96,090</b>	<b>-96%</b>
<b>Public Facilities Const. Fee</b>	<b>910,349</b>	<b>1,278,240</b>	<b>1,278,240</b>	<b>1,383,870</b>	<b>8%</b>
<b>Developers Improvement</b>					
Commercial Improvements	1,627,091	686,230	686,230	12,390	-98%
Affordable Housing	6,080	3,390	3,390	3,500	3%
<b>Developers Improvement</b>	<b>1,633,171</b>	<b>689,620</b>	<b>689,620</b>	<b>15,890</b>	<b>-98%</b>
<b>Low Mod Income Housing</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>3,470</b>	<b>100%</b>
<b>Reserve Fund</b>					
Accrued Leave	292,826	260,000	246,500	260,000	0%
Capital Equipment	72,236	450,000	420,000	10,000	-98%
Facilities Maintenance	307,297	1,980,670	1,876,820	665,000	-66%
Park Asset Replacement	18,577	320,000	301,920	250,000	-22%
<b>Total</b>	<b>690,936</b>	<b>3,010,670</b>	<b>2,845,240</b>	<b>1,185,000</b>	<b>-61%</b>
<b>Negocio Debt Service</b>	<b>1,947,779</b>	<b>137,680</b>	<b>193,070</b>	<b>0</b>	<b>-100%</b>
<b>Water</b>					
Water Administration	1,649,793	1,857,020	1,840,110	1,731,280	-7%
Water Production	11,814,520	13,130,130	13,014,190	12,984,400	-1%
Transmission/Distribution	3,959,399	4,209,580	4,167,650	4,169,260	-1%
Water Conservation	204,938	899,110	595,790	396,510	-56%
Reclaimed Water	1,935,593	2,051,360	2,001,370	1,964,110	-4%
<b>Total Operating</b>	<b>19,564,243</b>	<b>22,147,200</b>	<b>21,619,110</b>	<b>21,245,560</b>	<b>-4%</b>
Water Depreciation Res.	5,329,784	10,174,000	10,161,620	2,044,540	-80%
Water Acreage Fee Res.	135,790	2,377,240	2,377,580	16,870	-99%
Water Other Agency	74,901	3,095,160	1,914,950	16,590	-99%
<b>Total</b>	<b>25,104,718</b>	<b>37,793,600</b>	<b>36,073,260</b>	<b>23,323,560</b>	<b>-38%</b>

# All Programs Expenditure Summary

Expenditures By Program	FY 2016-17 Actual	FY 2017-18 Adj Budget	FY 2017-18 Projected	FY 2018-19 Budget	% Bud 17-18 To Bud 18-19
<b>Sewer</b>					
Sewer Administration	1,351,668	1,752,030	1,743,840	1,612,660	-8%
Treatment	4,610,208	4,821,700	4,771,580	5,357,050	11%
Collection	3,514,652	3,862,280	3,773,220	3,713,640	-4%
<b>Total Operating</b>	<b>9,476,528</b>	<b>10,436,010</b>	<b>10,288,640</b>	<b>10,683,350</b>	<b>2%</b>
Sewer Depreciation Res.	5,239,439	9,083,750	8,331,920	3,490,700	-62%
Sewer Connection Fee Res.	861,713	715,980	319,580	288,500	-60%
Sewer Other Agency	147,569	375,530	375,530	223,490	-40%
<b>Total</b>	<b>15,725,249</b>	<b>20,611,270</b>	<b>19,315,670</b>	<b>14,686,040</b>	<b>-29%</b>
<b>Storm Drain Utility</b>					
Storm Drain Admin.	263,044	250,900	254,850	192,360	-23%
Storm Drain Maintenance	1,318,475	1,503,850	1,453,640	1,482,580	-1%
<b>Total Operating</b>	<b>1,581,519</b>	<b>1,754,750</b>	<b>1,708,490</b>	<b>1,674,940</b>	<b>-5%</b>
Storm Drain Improvements	2,650,992	1,710,190	1,711,520	970,500	-43%
<b>Total</b>	<b>4,232,511</b>	<b>3,464,940</b>	<b>3,420,010</b>	<b>2,645,440</b>	<b>-24%</b>
<b>Clean Ocean</b>					
Storm Water Permit Compliance	1,581,457	4,118,240	3,709,370	1,823,900	-56%
Street Cleaning	565,473	634,090	634,090	660,570	4%
<b>Total Operating</b>	<b>2,146,930</b>	<b>4,752,330</b>	<b>4,343,460</b>	<b>2,484,470</b>	<b>-48%</b>
Clean Ocean Improvements	38,786	1,992,830	1,912,830	19,820	-99%
<b>Total</b>	<b>2,185,716</b>	<b>6,745,160</b>	<b>6,256,290</b>	<b>2,504,290</b>	<b>-63%</b>
<b>Solid Waste Management</b>	<b>205,849</b>	<b>260,140</b>	<b>254,650</b>	<b>230,080</b>	<b>-12%</b>
<b>Golf Course</b>					
Golf Course Maint.	2,356,666	2,193,280	2,209,310	2,199,020	0%
<b>Total Operating</b>	<b>2,356,666</b>	<b>2,193,280</b>	<b>2,209,310</b>	<b>2,199,020</b>	<b>0%</b>
Golf Course Depreciation Res.	61,162	52,060	46,180	13,810	-73%
Capital Improvement Res.	16,751	22,710	26,320	328,580	1347%
<b>Total</b>	<b>2,434,579</b>	<b>2,268,050</b>	<b>2,281,810</b>	<b>2,541,410</b>	<b>12%</b>
<b>Central Services</b>					
Central Services	257,274	261,640	252,690	259,370	-1%
Communication Services	231,976	534,710	529,210	318,990	-40%
<b>Total</b>	<b>489,250</b>	<b>796,350</b>	<b>781,900</b>	<b>578,360</b>	<b>-27%</b>
<b>Information Technology</b>	<b>2,302,360</b>	<b>2,527,830</b>	<b>2,438,530</b>	<b>1,985,280</b>	<b>-21%</b>
<b>Fleet Services</b>					
Fleet Maintenance	847,145	992,450	940,100	1,053,830	6%
Fleet Replacement Reserve	548,747	1,251,680	1,121,120	6,410	-99%
<b>Total</b>	<b>1,395,892</b>	<b>2,244,130</b>	<b>2,061,220</b>	<b>1,060,240</b>	<b>-53%</b>
<b>Medical Insurance</b>	<b>3,100,139</b>	<b>3,651,560</b>	<b>3,685,460</b>	<b>3,843,080</b>	<b>5%</b>
<b>Workers' Compensation</b>	<b>445,657</b>	<b>579,770</b>	<b>549,080</b>	<b>567,720</b>	<b>-2%</b>
<b>General Liab. Self-ins.</b>	<b>4,941,851</b>	<b>3,010,290</b>	<b>3,015,760</b>	<b>2,663,100</b>	<b>-12%</b>
<b>Total All Programs</b>	<b>\$135,502,310</b>	<b>\$185,991,850</b>	<b>\$178,520,950</b>	<b>\$138,220,500</b>	<b>-26%</b>

\*Does Not Include Fund Balances

# All Fund Expenditures Summary

Description	FY 2016-17 Actual	FY 2017-18 Adj Bud	FY 2017-18 Projected	FY 2018-19 Budget	% Bud 17-18 To Bud 18-19
<b>Personnel</b>					
Full-Time Salaries	\$14,007,569	\$15,843,410	\$15,266,810	\$16,820,260	6%
Part-Time Salaries	\$1,917,221	\$1,877,400	\$1,788,790	\$1,868,430	0%
Overtime	\$432,637	\$384,640	\$434,980	\$433,940	13%
Benefits	\$8,069,701	\$8,971,700	\$8,395,600	\$9,344,880	4%
<b>Total Personnel</b>	<b>24,427,128</b>	<b>27,077,150</b>	<b>25,886,180</b>	<b>28,467,510</b>	<b>5%</b>
Office Supplies	182,061	213,800	191,370	200,790	-6%
Other Operating Supplies	1,375,420	1,682,030	1,646,840	1,794,830	7%
Petroleum Supplies	284,845	381,750	334,740	411,000	8%
Maintenance Supplies	656,833	791,840	706,620	703,980	-11%
Purchased Water	7,331,654	8,156,130	8,124,130	8,158,250	0%
<b>Total Supplies</b>	<b>9,830,813</b>	<b>11,225,550</b>	<b>11,003,700</b>	<b>11,268,850</b>	<b>0%</b>
<b>Contractual Services</b>					
Administrative	588,309	634,330	575,680	625,080	-1%
Travel and Training	128,221	202,000	174,430	203,790	1%
Utilities	4,118,934	4,663,090	4,709,990	4,771,270	2%
Maintenance	12,042,934	16,775,910	14,352,640	9,511,420	-43%
Internal Services	(991,378)	(925,000)	(825,170)	(925,000)	0%
Fire Contract Services	7,881,340	8,135,200	8,135,200	8,703,000	7%
Ambulance Program	1,048,547	1,117,000	1,117,000	1,211,000	8%
Police Contract Services	13,562,790	14,611,800	14,611,800	15,724,970	8%
Public Safety	112,401	123,440	143,440	126,310	2%
Legal Services	2,488,379	2,296,550	2,278,780	2,112,630	-8%
Rental	100,094	130,700	130,980	134,270	3%
Animal/Rodent Control	769,128	856,760	856,760	840,790	-2%
Other Contractual Services	4,725,498	9,299,390	8,521,970	5,183,510	-44%
<b>Total Contractual Services</b>	<b>46,575,197</b>	<b>57,921,170</b>	<b>54,783,500</b>	<b>48,223,040</b>	<b>-17%</b>
<b>Other Charges</b>					
Miscellaneous Charges	383,268	325,430	308,780	348,470	7%
Claims and Insurance Charges	7,339,040	6,174,800	6,187,650	6,119,610	-1%
Taxes and Permits	178,586	215,300	213,560	216,560	1%
Promotional Charges	136,017	129,220	133,080	142,430	10%
Recreation Charges	789,089	777,920	755,150	730,520	-6%
Social Services	211,941	250,400	218,610	203,890	-19%
Depreciation	8,081,232	7,685,270	7,685,270	7,961,670	4%
Contingency Reserve	0	34,500	34,500	67,000	94%
<b>Total Other Charges</b>	<b>17,119,173</b>	<b>15,592,840</b>	<b>15,536,600</b>	<b>15,790,150</b>	<b>1%</b>
<b>Capital Outlay</b>					
Land and Buildings	22	0	0	0	0%
Improvements Other Than Bldg.	13,508,153	45,330,420	43,480,110	13,320,000	-71%
Equipment	700,760	1,982,510	1,785,400	136,450	-93%
Major Maintenance	2,089,915	2,760,490	2,711,030	1,400,000	-49%
One-time Studies	456,950	455,440	355,440	100,000	-78%
<b>Total Capital Outlay</b>	<b>16,755,800</b>	<b>50,528,860</b>	<b>48,331,980</b>	<b>14,956,450</b>	<b>-70%</b>
<b>Interdepartmental Charges</b>					
Interdepartmental Charges	6,455,750	7,193,720	7,165,170	7,384,110	3%
Charges from Other Funds	199,628	285,360	285,360	285,360	0%
Charges to Other Funds	(199,628)	(274,360)	(275,760)	(274,360)	0%
General Fund Overhead Charge	2,572,000	2,869,370	2,869,370	2,442,110	-15%
<b>Total Interdepartmental Charges</b>	<b>9,027,750</b>	<b>10,074,090</b>	<b>10,044,140</b>	<b>9,837,220</b>	<b>-2%</b>
<b>Interfund Transfers</b>	<b>8,442,389</b>	<b>11,555,220</b>	<b>10,913,880</b>	<b>7,431,310</b>	<b>-36%</b>
<b>Debt Service</b>	<b>3,324,060</b>	<b>2,016,970</b>	<b>2,020,970</b>	<b>2,245,970</b>	<b>11%</b>
<b>Ending Fund Balances</b>	<b>142,894,718</b>	<b>96,506,742</b>	<b>105,599,118</b>	<b>102,511,348</b>	<b>6%</b>
<b>Total Expenditures*</b>	<b>\$135,502,310</b>	<b>\$185,991,850</b>	<b>\$178,520,950</b>	<b>\$138,220,500</b>	<b>-26%</b>

\*excluding fund balances

# All Fund Expenditures By Line Item

Description	FY 2016-17 Actual	FY 2017-18 Adj Bud	FY 2017-18 Projected	FY 2018-19 Budget	% Bud 17-18 To Bud 18-19
<b>Personnel</b>					
Salaries, Regular Full-Time	14,007,569	15,843,410	15,266,810	16,820,260	6%
Salaries, Regular Part-Time	490,822	371,630	340,870	324,210	-13%
Salaries, Hourly Part-Time	1,426,399	1,505,770	1,447,920	1,544,220	3%
Regular Overtime	7,952	11,960	11,140	12,070	1%
Premium Overtime, Regular	418,364	367,600	421,080	416,750	13%
Premium Overtime, Part-Time	6,321	5,080	2,760	5,120	1%
Holiday Pay	14,419	8,320	0	8,520	2%
Accrued Leave Payoff	489,101	506,510	465,940	553,170	9%
Disability Compensation	74	0	0	0	0%
Education Incentive Pay	3,676	360	190	360	0%
Assignment Pay	191,340	180,930	183,430	181,930	1%
Tool Replacement Allowance	0	500	0	500	0%
Auto Allowance	16,960	18,000	22,200	22,200	23%
Phone Allowance	17,041	21,350	7,180	7,780	-64%
Educational Reimbursement	14,198	50,020	41,240	38,630	-23%
Bilingual Pay	520	480	480	1,000	108%
FICA	874,481	982,980	960,340	1,016,270	3%
Medicare	240,013	261,560	255,020	268,330	3%
State Disability Insurance	121,358	139,890	139,430	159,070	14%
A. D. & D. Insurance	2,788	3,300	2,980	3,350	2%
Long Term Disability Insurance	48,607	53,160	51,780	54,690	3%
State Unemployment Insurance	5,717	63,700	59,320	50,080	-21%
Workers' Compensation Insurance	453,937	554,710	515,380	568,400	2%
Life Insurance	40,320	50,600	44,270	48,760	-4%
Medical Insurance	2,581,884	2,956,140	2,851,650	3,067,210	4%
P.E.R.S. Retirement Premium	163,319	161,690	158,280	166,640	3%
San Clemente Retirement Premium	1,526,436	1,757,170	1,434,790	1,654,820	-6%
Retirement Premium (Legacy)	1,099,000	1,102,220	1,101,080	1,360,000	23%
Retirement Expense	68,583	0	0	0	0%
Deferred Compensation	40,039	39,400	44,320	52,220	33%
Deferred Compensation, Part Time	55,890	58,710	56,300	60,950	4%
<b>Total Personnel</b>	<b>24,427,128</b>	<b>27,077,150</b>	<b>25,886,180</b>	<b>28,467,510</b>	<b>5%</b>
<b>Supplies</b>					
Office Supplies	74,598	83,190	79,430	78,370	-6%
Postage	101,812	121,610	105,440	115,420	-5%
Data Processing Supplies	5,651	9,000	6,500	7,000	-22%
Maps and Blueprints	0	300	210	100	-67%
Horticultural Supplies	100,066	94,250	94,250	91,750	-3%
Leadership Supplies	2,794	3,000	2,880	3,000	0%
Medical Supplies	13,445	12,560	12,690	12,760	2%
Chemical Supplies	391,321	589,030	580,030	792,740	35%
Laboratory Supplies	37,824	34,380	34,380	34,380	0%
Janitorial Supplies	37,468	50,650	49,560	49,500	-2%
Photographic Supplies	80	3,100	3,100	500	-84%
Protective Supplies	22,004	25,880	25,880	24,780	-4%
Gasoline	223,648	303,500	257,000	320,000	5%
Propane	14,909	25,000	22,000	25,000	0%
Diesel Fuel	46,288	53,250	55,740	66,000	24%

# All Fund Expenditures By Line Item

Description	FY 2016-17 Actual	FY 2017-18 Adj Bud	FY 2017-18 Projected	FY 2018-19 Budget	% Bud 17-18 To Bud 18-19
Educational Material	38,075	45,700	33,200	35,200	-23%
Books, Codes and Supplement	17,846	7,590	6,890	7,590	0%
Office Furniture and Equipment	82,095	82,400	76,050	38,500	-53%
Small Tools and Equipment	105,198	114,310	115,240	108,430	-5%
Clothing and Uniforms	31,139	35,880	34,430	36,830	3%
Service Awards	19,744	28,230	28,230	13,730	-51%
Other Operating Supplies	610,741	700,840	695,730	702,750	0%
Water Meter Purchase	30,250	44,770	44,770	25,000	-44%
Painting Supplies	2,790	3,400	3,400	3,400	0%
Automotive & Equipment Parts	25,135	25,100	27,050	27,000	8%
Street Signs	36,090	40,040	40,040	40,040	0%
Street Materials	54,359	85,000	85,000	40,000	-53%
Other Maintenance Supplies	373,789	447,460	360,450	410,830	-8%
Purchased Water	7,331,654	8,156,130	8,124,130	8,158,250	0%
<b>Total Supplies</b>	<b>9,830,813</b>	<b>11,225,550</b>	<b>11,003,700</b>	<b>11,268,850</b>	<b>0%</b>
<b>Contractual Services</b>					
Advertising	23,363	28,350	24,850	22,780	-20%
Legal Notices	24,385	32,150	28,450	31,250	-3%
Imaging of Documents	68,270	50,000	50,000	50,000	0%
Printing and Binding	22,875	51,770	39,510	40,850	-21%
Travel and Training	115,429	183,080	160,340	189,120	3%
Required Licensing Certification	6,274	11,090	6,940	6,980	-37%
Mileage	6,518	7,830	7,150	7,690	-2%
Code Updating Service	9,757	14,500	10,000	14,500	0%
Property Insurance	439,659	457,560	422,870	465,700	2%
OCFA Cont Facilities Maint	42,863	43,730	43,730	45,000	3%
Data Lines	128,743	136,600	152,160	137,330	1%
Internet Services	80	5,000	5,000	5,000	0%
Telephone	184,218	197,800	197,800	237,840	20%
Natural Gas	121,300	101,940	91,920	101,410	-1%
Electricity	2,397,249	2,755,760	2,778,820	2,786,630	1%
Caltrans/Bahia Electricity	6,439	7,060	7,060	7,120	1%
Water	706,963	806,700	825,000	873,790	8%
Effluent Water	194,540	240,000	240,000	240,000	0%
Landfill Fees	336,539	367,500	367,500	336,150	-9%
Const & Demo Recycle - Pd Landfill	0	1,000	1,000	1,000	0%
Maintenance of Buildings	251,833	505,680	341,680	356,680	-29%
Maintenance of Restrooms	207,633	229,850	229,850	238,840	4%
Maintenance of Improvements	4,139,675	3,685,620	3,502,810	2,478,080	-33%
Maintenance of Beaches	104,358	114,700	114,700	114,700	0%
Maintenance of Landscaping	1,501,775	1,735,530	1,735,530	1,754,020	1%
Maintenance of Trees	345,910	428,000	383,000	399,000	-7%
Beach Cleaning	18,260	35,000	20,000	20,000	-43%
Maintenance of Office Equipment	29,883	44,560	43,340	46,800	5%
Maintenance of Auto Equipment	11,389	32,020	36,850	30,860	-4%
Maintenance of Operating Equip.	351,496	626,470	626,170	486,410	-22%
Maint. of Computer Hardware	129,033	447,600	447,600	135,600	-70%
Maint. of Computer Software	541,445	956,680	941,610	714,870	-25%
Maintenance of Radio Equipment	44,095	51,500	49,000	53,000	3%



# All Fund Expenditures By Line Item

Description	FY 2016-17 Actual	FY 2017-18 Adj Bud	FY 2017-18 Projected	FY 2018-19 Budget	% Bud 17-18 To Bud 18-19
Maintenance of Other Facilities	3,563,902	6,960,820	4,988,820	1,725,690	-75%
Maintenance of MO2 Diversion Fac.	15,178	50,000	25,000	50,000	0%
Graffiti Removal	30,278	65,200	65,000	65,200	0%
Graffiti - Administration	24,000	32,000	27,000	30,000	-6%
Contracted Custodial Services	172,826	164,270	164,270	170,730	4%
Center Striping/Markings	125,095	127,750	127,750	134,150	5%
Street Sweeping Services	434,870	482,660	482,660	506,790	5%
Engineering Services	(991,378)	(925,000)	(825,170)	(925,000)	0%
SFR Plan Check	30,220	42,400	35,000	25,000	-41%
Clerical Services	119,574	116,700	99,100	19,000	-84%
Answering Services	4,772	6,150	6,150	6,150	0%
Accounting and Auditing	41,172	51,300	51,000	48,800	-5%
Bank Merchant Fees	293,253	261,600	240,900	305,780	17%
Broker Commissions	32,178	46,700	0	0	-100%
Fire Contract Services	7,714,761	8,003,200	8,003,200	8,571,000	7%
OCFA Vehicle Replacement	166,579	132,000	132,000	132,000	0%
Ambulance Program	1,048,547	1,117,000	1,117,000	1,211,000	8%
Crossing Guards	112,401	123,440	143,440	126,310	2%
Police Contract Services	13,358,871	14,374,000	14,374,000	15,484,500	8%
Parking Citation Processing	203,919	237,800	237,800	240,470	1%
Legal Services - Retainer	162,143	130,000	130,000	400,000	208%
Legal - Contingency	276,122	1,085,280	1,085,000	785,000	-28%
Other Legal Services	2,050,114	1,081,270	1,063,780	927,630	-14%
Medical Examinations	18,757	20,900	20,830	20,900	0%
Investigative Services	5,828	5,000	5,000	5,000	0%
Professional Services	875,430	2,496,930	2,302,350	894,680	-64%
Developers Reimbursement	0	100,000	75,000	0	-100%
Professional Studies	44,400	3,500	0	250,000	7043%
Rental of Land	50,412	58,200	58,200	58,200	0%
Rental of Equipment	22,862	51,140	51,350	54,640	7%
Rental of Uniforms	26,820	21,360	21,430	21,430	0%
Animal Control and Shelter	742,030	815,410	815,410	799,440	-2%
Landscape Rodent Control	27,098	41,350	41,350	41,350	0%
Contractual Services	3,256,914	6,105,210	5,668,640	3,607,300	-41%
Temporary Services	0	25,000	0	0	-100%
Sidewalk Pressure Wash	3,000	18,000	18,000	900	-95%
<b>Total Contractual Services</b>	<b>46,575,197</b>	<b>57,921,170</b>	<b>54,783,500</b>	<b>48,223,040</b>	<b>-17%</b>
<b>Other Charges</b>					
Court Costs/Citations	0	120	0	80	-33%
Claims Paid	2,175,737	364,000	364,000	338,300	-7%
Premiums Paid - Delta Care	21,335	25,200	27,700	27,700	10%
Claims Paid - Delta Dental	167,551	189,780	123,000	180,000	-5%
Retiree Premiums - Dental	16,668	1,520	840	1,200	-21%
Premiums Paid - Medical	2,434,543	2,800,000	2,978,700	3,068,060	10%
Premiums Paid - Vision	53,746	55,700	55,700	55,700	0%
Retiree Claims - Delta Dental	30,087	44,500	45,000	40,000	-10%
Retiree Premiums - Medical	238,104	340,000	263,080	275,000	-19%
Retiree Premiums - Vision	6,620	6,200	6,600	7,500	21%
Claims Administration	53,987	76,000	66,180	66,000	-13%

# All Fund Expenditures By Line Item

Description	FY 2016-17 Actual	FY 2017-18 Adj Bud	FY 2017-18 Projected	FY 2018-19 Budget	% Bud 17-18 To Bud 18-19
Retiree Health Premium (OPEB)	48,331	75,000	75,000	75,000	0%
Wellness Program	50	0	0	0	0%
Workers' Compensation Premiums	163,584	177,000	161,950	175,000	-1%
Excess Insurance Premiums	1,928,747	2,019,900	2,019,900	1,810,150	-10%
Dues and Subscriptions	103,155	122,590	114,900	102,690	-16%
Property Taxes	25,543	5,300	5,560	5,560	5%
Other Taxes	19,636	10,000	8,000	10,000	0%
N P D E S Permits	133,407	200,000	200,000	201,000	0%
Expenditure of Grants	15,280	31,020	31,020	16,800	-46%
Licenses and Permits	93,027	122,880	117,870	119,000	-3%
Boards & Commissions Expense	4,358	7,450	7,450	10,150	36%
Special Meetings and Events	33,477	34,820	34,460	34,370	-1%
Fourth of July Celebration	42,960	43,900	43,900	41,560	-5%
City General Special Events	16,669	15,000	19,220	29,000	93%
Election Expenses/Special Elections	55,553	0	0	69,000	100%
Recreation Special Events Expenses	59,486	109,520	86,750	82,620	-25%
Contract Class Instructors	729,603	668,400	668,400	647,900	-3%
Community Relations Expense	3,867	2,500	2,500	2,500	0%
Volunteer Program Expense	2,109	7,360	7,310	4,500	-39%
OCTA Senior Center Trans	66,347	101,740	70,000	72,980	-28%
RSVP	15,604	16,600	16,600	14,800	-11%
Crime Prevention Expenditures	2,543	6,130	6,130	500	-92%
Character Counts Expenditures	0	1,960	1,960	500	-74%
Parent Project Expenditures	0	5,100	5,100	500	-90%
Trauma Intervention Program	8,085	8,100	8,100	8,100	0%
Downtown Business Assoc Subsidy	34,200	30,000	30,000	32,000	7%
Tourist & Conv. Bureau Subsidy	4,844	3,000	3,000	3,000	0%
Marine Unit Support	26,355	15,500	15,500	17,500	13%
Social Services Grants	90,898	87,910	87,910	84,510	-4%
Environmental Sustainability Grant	12,000	12,000	11,500	12,000	0%
Depreciation	5,529,562	4,873,600	4,873,600	5,150,000	6%
Depreciation Reserve Contribution	1,130,000	1,190,000	1,190,000	1,090,000	-8%
Depreciation - Asset Model	1,421,670	1,621,670	1,621,670	1,721,670	6%
Bad Debt Expense	86	0	0	0	0%
Refund of Prior Year Revenue	90	1,500	2,940	500	-67%
Home Rehab Program Inc. - Exp.	91,701	20,000	15,000	10,000	-50%
Commercial Rehab Prgm Rev-Exp	2,000	0	0	0	0%
Other Operating Expense	5,968	7,870	8,100	8,250	5%
Contingency Reserve	0	34,500	34,500	67,000	94%
<b>Total Other Charges</b>	<b>17,119,173</b>	<b>15,592,840</b>	<b>15,536,600</b>	<b>15,790,150</b>	<b>1%</b>
<b>Capital Outlay</b>					
Land	22	0	0	0	0%
Improvements Other Than Bldg.	13,508,153	45,330,420	43,480,110	13,320,000	-71%
Office Furniture and Equipment	0	0	3,130	0	0%
Computer Equipment	54,787	87,600	62,610	88,000	0%
General Machinery and Equipment	114,473	646,650	601,960	35,450	-95%
Automotive Equipment	531,500	1,248,260	1,117,700	13,000	-99%
Major Maintenance	811,768	1,384,920	1,484,920	450,000	-68%
Sidewalk Repair & Improvements	41,898	416,360	266,900	150,000	-64%

# All Fund Expenditures By Line Item

Description	FY 2016-17 Actual	FY 2017-18 Adj Bud	FY 2017-18 Projected	FY 2018-19 Budget	% Bud 17-18 To Bud 18-19
Sidewalk Improvements	2,776	0	0	0	0%
Major Street Maintenance	768,267	673,210	673,210	550,000	-18%
Slurry Seal	465,206	286,000	286,000	250,000	-13%
Capital Study	432,344	444,600	344,600	100,000	-78%
One-time Studies/Costs/Training	24,606	10,840	10,840	0	-100%
<b>Total Capital Outlay</b>	<b>16,755,800</b>	<b>50,528,860</b>	<b>48,331,980</b>	<b>14,956,450</b>	<b>-70%</b>
<b>Interdepartmental Charges</b>					
Insurance Charges	2,500,000	3,000,000	3,000,000	3,000,000	0%
Postage Charges	85,630	97,370	97,370	91,350	-6%
Duplicating Charges	72,140	71,740	71,740	79,880	11%
EDMS Charges	34,990	40,000	40,000	50,010	25%
Information Technology Charges	1,809,210	1,965,550	1,937,000	1,988,920	1%
Communications Charges	171,100	319,710	319,710	257,040	-20%
Fleet Rental Charges	1,357,250	1,233,650	1,233,650	1,315,710	7%
Capital Equipment Rep. Charge	175,980	179,730	179,730	219,730	22%
Park Asset Replacement Charge	70,000	102,000	102,000	150,000	47%
Facilities Maintenance Rep. Charge	179,450	183,970	183,970	231,470	26%
Charges from Weed Abatement	0	25,000	25,000	25,000	0%
Charges from Parks Maintenance	0	2,360	2,360	2,360	0%
Charges from Engineering	185,194	191,000	191,000	191,000	0%
Charges from Maintenance	14,434	22,000	22,000	22,000	0%
Charges from Sewer	0	45,000	45,000	45,000	0%
General Fund Overhead Charges	2,572,000	2,869,370	2,869,370	2,442,110	-15%
Charges to Water Fund	(75,073)	(81,180)	(81,880)	(81,180)	0%
Charges to Sewer Fund	(75,738)	(81,180)	(81,880)	(81,180)	0%
Charges to Storm Drain	(48,817)	(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>9,027,750</b>	<b>10,074,090</b>	<b>10,044,140</b>	<b>9,837,220</b>	<b>-2%</b>
<b>Interfund Transfers</b>					
Transfer to General Fund	1,557,040	2,377,260	2,415,520	1,964,430	-17%
Transfer to 2106 Gas Tax Fund	14,590	1,014,590	1,014,590	99,590	-90%
Transfer to Storm Drain Fund	381,001	471,000	471,000	381,000	-19%
Transfer to St. Improvement Fund	756,290	956,290	956,290	956,290	0%
Transfer to Fleet Maint. Fund	0	50,770	0	0	-100%
Transfer to Golf Fund	60,932	20,000	20,000	20,000	0%
Transfer to Water Fund	0	630,310	301,480	30,000	-95%
Transfer to Sewer Depreciation	250,000	0	0	75,000	100%
Transfer to Sewer Connection	300,000	0	0	0	0%
Transfer to Accrued Leave	974,000	0	0	0	0%
Transfer to Facilities Maintenance	2,080,000	2,880,000	2,880,000	2,880,000	0%
Transfer to General Liability Fund	450,000	300,000	0	0	-100%
Transfer to Other Funds	1,618,536	2,855,000	2,855,000	1,025,000	-64%
<b>Total Interfund Transfers</b>	<b>8,442,389</b>	<b>11,555,220</b>	<b>10,913,880</b>	<b>7,431,310</b>	<b>-36%</b>
<b>Debt Service</b>					
Negocio Principal	1,215,000	0	0	0	0%
Principal Expenditure	155,999	0	0	0	0%
Water Loan Principal	595,616	608,720	608,720	622,110	2%
Lease/Purchase Principal	35,015	33,060	33,060	34,340	4%

## All Fund Expenditures By Line Item

Description	FY 2016-17 Actual	FY 2017-18 Adj Bud	FY 2017-18 Projected	FY 2018-19 Budget	% Bud 17-18 To Bud 18-19
Negocio Interest	388,028	0	0	0	0%
Water Loan Interest	298,435	291,880	291,880	278,500	-5%
Lease/Purchase Interest	42,377	40,060	40,060	38,770	-3%
P.E.R.S. Unfunded Liability	593,590	1,042,000	1,046,000	1,271,000	22%
Fiscal Agent Charges	0	1,250	1,250	1,250	0%
<b>Total Debt Service</b>	<b>3,324,060</b>	<b>2,016,970</b>	<b>2,020,970</b>	<b>2,245,970</b>	<b>11%</b>
<b>Total:</b>	<b>\$135,502,310</b>	<b>\$185,991,850</b>	<b>\$178,520,950</b>	<b>\$138,220,500</b>	<b>-26%</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 \$16.0 million at fiscal year end June 30, 2019, including the General Fund Emergency Reserve.

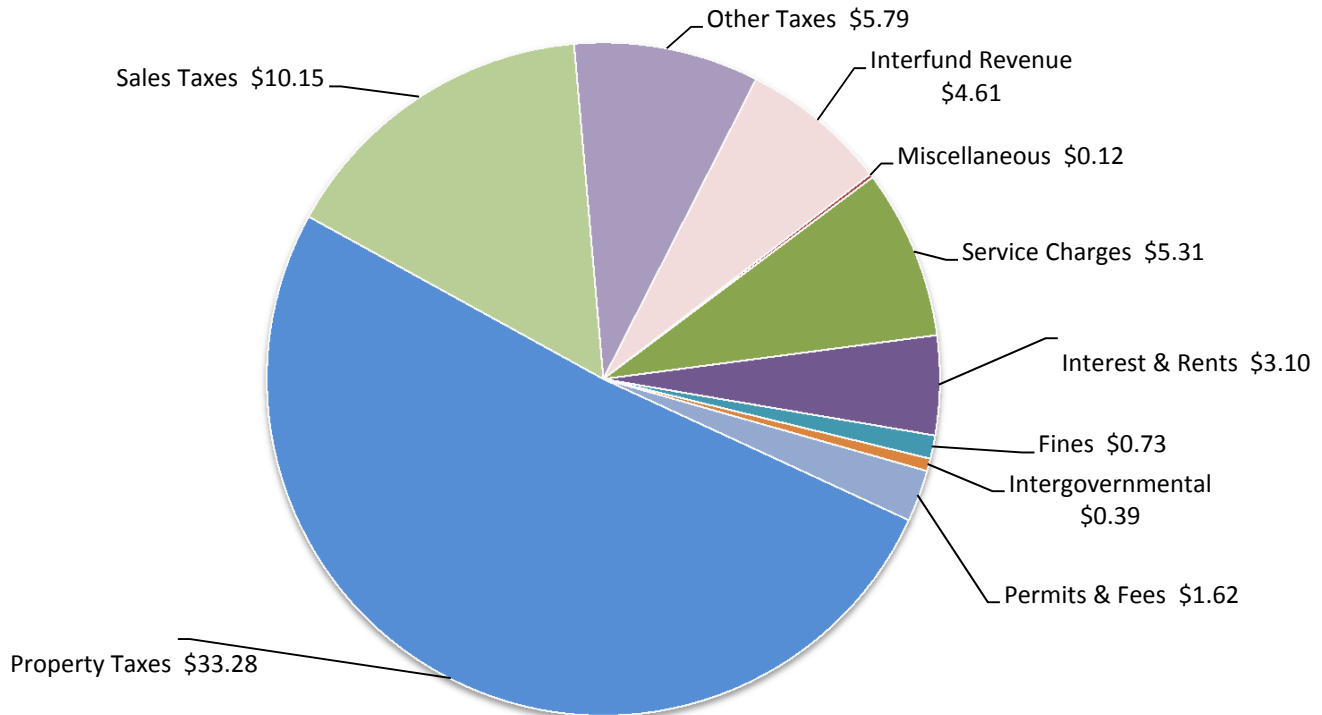
Expenditures By Category	FY 2016-17 Actual	FY 2017-18 Adj Budget	FY 2017-18 Projected	FY 2018-19 Budget	% Bud 17-18 To Bud 18-19
Personnel	\$15,997,310	\$17,663,410	\$16,971,500	\$18,836,450	7%
Supplies	1,104,946	1,337,290	1,219,980	1,164,200	-13%
Contractual Services	30,596,353	36,520,440	35,804,120	35,310,790	-3%
Other Charges	1,227,470	1,162,980	1,137,820	1,202,290	3%
Capital Outlay	3,678,835	9,073,310	8,518,930	4,364,000	-52%
Interdepartmental Charges	4,238,652	4,813,310	4,811,910	4,930,310	2%
Interfund Transfers	4,597,534	4,150,880	3,850,880	4,050,880	-2%
Debt Service	593,590	1,043,250	1,047,250	1,272,250	22%
<b>Total Expenditures</b>	<b>\$62,034,690</b>	<b>\$75,764,870</b>	<b>\$73,362,390</b>	<b>\$71,131,170</b>	<b>-6%</b>

Revenue and Expenditure Summary	FY 2016-17 Actual	FY 2017-18 Adj Budget	FY 2017-18 Projected	FY 2018-19 Budget	% Bud 17-18 To Bud 18-19
<b>Beginning Balance</b>	<b>\$26,145,577</b>	<b>\$27,875,258</b>	<b>\$27,875,258</b>	<b>\$21,818,888</b>	<b>-22%</b>
<b>Revenues:</b>					
Taxes	47,274,175	47,803,000	47,889,430	49,226,000	3%
Permits & Fees	1,679,051	1,788,540	1,781,840	1,619,790	-9%
Intergovernmental	734,358	3,390,580	3,108,910	392,000	-88%
Service Charges	5,864,933	5,203,790	5,220,270	5,306,340	2%
Fines	533,412	507,000	693,030	730,230	44%
Interest & Rents	2,187,897	3,017,710	3,142,140	3,103,660	3%
Miscellaneous Income	188,357	71,000	24,460	123,100	73%
Interfund Revenue	5,302,188	5,463,070	5,445,940	4,609,140	-16%
<b>Total Revenues</b>	<b>63,764,371</b>	<b>67,244,690</b>	<b>67,306,020</b>	<b>65,110,260</b>	<b>-3%</b>
<b>Expenditures:</b>					
General Government	10,563,236	12,786,090	12,366,430	14,212,030	11%
Finance & Administrative Services	3,198,603	3,746,630	3,684,270	3,573,620	-5%
Public Safety	24,500,428	26,117,980	25,979,060	27,868,260	7%
Community Development	4,704,739	6,022,730	5,577,690	5,385,990	-11%
Public Works	14,239,638	22,171,900	20,824,170	15,186,090	-32%
Beaches, Parks & Recreation	4,828,046	4,919,540	4,930,770	4,905,180	0%
<b>Total Expenditures</b>	<b>62,034,690</b>	<b>75,764,870</b>	<b>73,362,390</b>	<b>71,131,170</b>	<b>-6%</b>
<b>Ending Balance</b>	<b>\$27,875,258</b>	<b>\$19,355,078</b>	<b>\$21,818,888</b>	<b>\$15,797,978</b>	<b>-18%</b>

# General Fund Revenues by Category

## General Fund Revenues

(in millions)

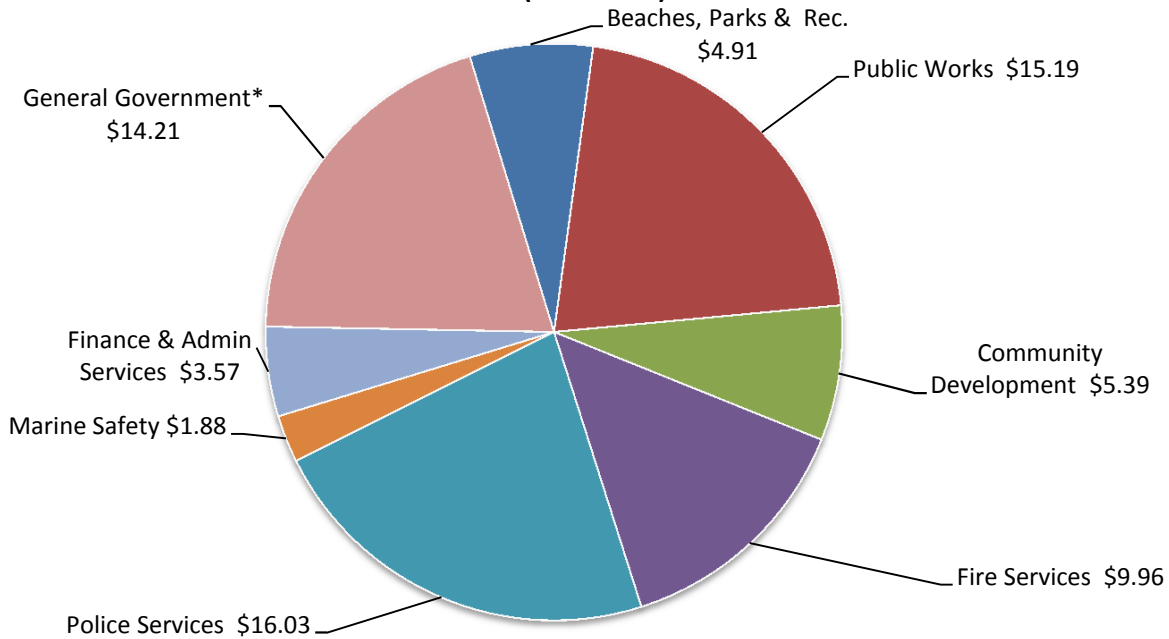


Revenue Categories	FY 2017-18 Adj Budget	FY 2017-18 Projected	FY 2018-19 Budget	Dollar Change	% Bud 17-18 To Bud 18-19
Taxes	\$47,803,000	\$47,889,430	\$49,226,000	\$1,423,000	3%
Permits & Fees	1,788,540	1,781,840	1,619,790	(168,750)	-9%
Intergovernmental	3,390,580	3,108,910	392,000	(2,998,580)	-88%
Service Charges	5,203,790	5,220,270	5,306,340	102,550	2%
Fines	507,000	693,030	730,230	223,230	44%
Interest & Rents	3,017,710	3,142,140	3,103,660	85,950	3%
Miscellaneous	71,000	24,460	123,100	52,100	73%
Interfund Revenue	5,463,070	5,445,940	4,609,140	(853,930)	-16%
Revenue Subtotal	67,244,690	67,306,020	65,110,260	(2,134,430)	-3%
Beginning Fund Balance:					
Emergency Reserve	11,401,000	11,401,000	12,102,000	701,000	6%
Unassigned	16,474,258	16,474,258	9,716,888	(6,757,370)	-41%
<b>Total:</b>	<b>\$95,119,948</b>	<b>\$95,181,278</b>	<b>\$86,929,148</b>	<b>(\$8,190,800)</b>	<b>-9%</b>

# General Fund Expenditures by Department

## General Fund Expenditures by Department

(in millions)



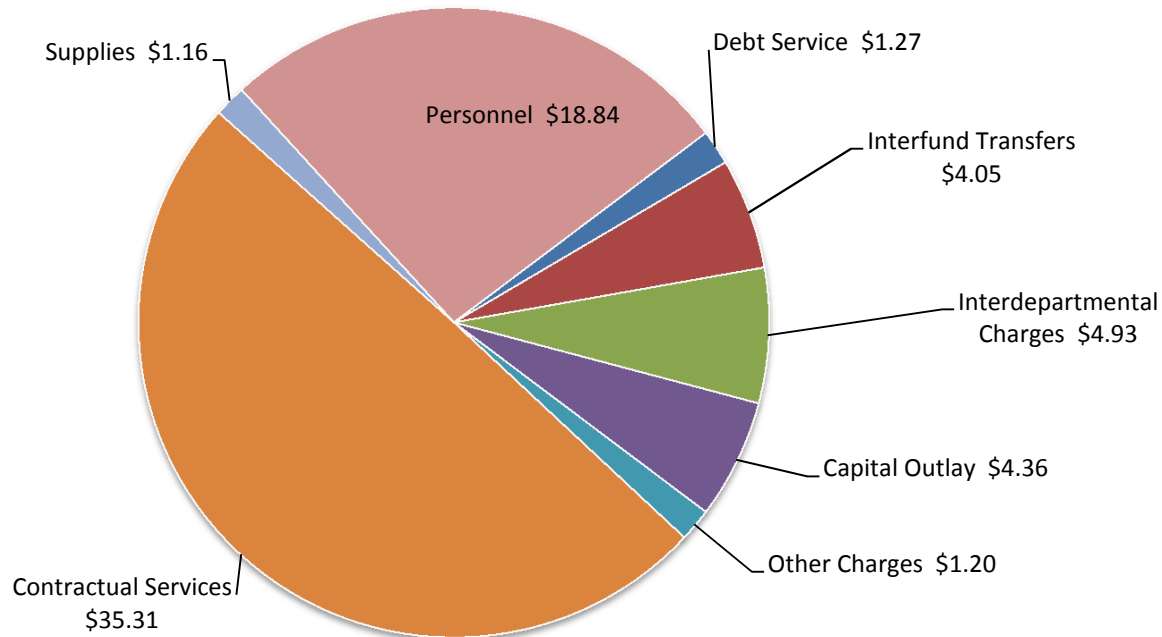
\* General Government includes: City Manager, City Council, City Clerk, Economic Development and City General.

Departments	FY 2017-18 Adj Budget	FY 2017-18 Projected	FY 2018-19 Budget	Dollar Change	% Bud 17-18 To Bud 18-19
General Government*	\$12,786,090	\$12,366,430	\$14,212,030	\$1,425,940	11%
Finance & Admin Services	3,746,630	3,684,270	3,573,620	(173,010)	-5%
Police Services	14,939,270	14,959,020	16,028,160	1,088,890	7%
Fire Services	9,468,150	9,304,650	9,961,470	493,320	5%
Marine Safety	1,710,560	1,715,390	1,878,630	168,070	10%
Community Development	6,022,730	5,577,690	5,385,990	(636,740)	-11%
Public Works	22,171,900	20,824,170	15,186,090	(6,985,810)	-32%
Beaches, Parks & Rec.	4,919,540	4,930,770	4,905,180	(14,360)	0%
Expenditure Subtotal	75,764,870	73,362,390	71,131,170	(4,633,700)	-6%
Ending Fund Balance:					
Emergency Reserve	12,102,000	12,102,000	12,733,000	631,000	5%
Unassigned	7,253,078	9,716,888	3,064,978	(4,188,100)	-58%
<b>Total:</b>	<b>\$95,119,948</b>	<b>\$95,181,278</b>	<b>\$86,929,148</b>	<b>(\$8,190,800)</b>	<b>-9%</b>



# General Fund Expenditures by Category

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

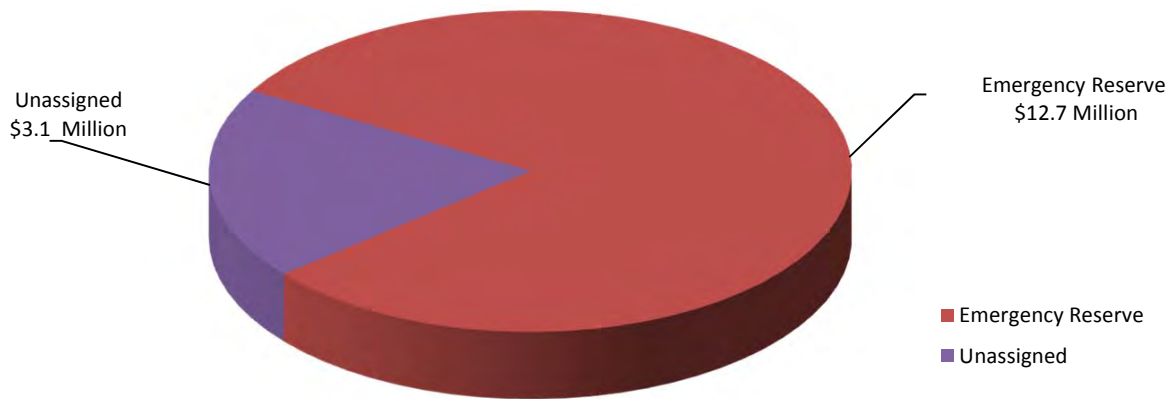


Expenditure Categories	FY 2017-18 Adj Budget	FY 2017-18 Projected	FY 2018-19 Budget	Dollar Change	% Bud 17-18 To Bud 18-19
Personnel	\$17,663,410	\$16,971,500	\$18,836,450	\$1,173,040	7%
Supplies	1,337,290	1,219,980	1,164,200	(173,090)	-13%
Contractual Services	36,520,440	35,804,120	35,310,790	(1,209,650)	-3%
Other Charges	1,162,980	1,137,820	1,202,290	39,310	3%
Capital Outlay	9,073,310	8,518,930	4,364,000	(4,709,310)	-52%
Interdepartmental Charges	4,813,310	4,811,910	4,930,310	117,000	2%
Interfund Transfers	4,150,880	3,850,880	4,050,880	(100,000)	-2%
Debt Service	1,043,250	1,047,250	1,272,250	229,000	22%
Expenditure Subtotals	75,764,870	73,362,390	71,131,170	(4,633,700)	-6%
Ending Fund Balance:					
Emergency Reserve	12,102,000	12,102,000	12,733,000	631,000	5%
Unassigned	7,253,078	9,716,888	3,064,978	(4,188,100)	-58%
<b>Total:</b>	<b>\$95,119,948</b>	<b>\$95,181,278</b>	<b>\$86,929,148</b>	<b>(\$8,190,800)</b>	<b>-9%</b>

# General Fund - Fund Balance

**The General Fund ending balance at June 30, 2019 is \$15.8 million, which includes Emergency Reserves.**

## Fund Balance June 30, 2019



<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	12,102,000	631,000	-	12,733,000	5%
Subtotal	12,102,000	631,000	-	12,733,000	5%
Unassigned	9,716,888	-	(6,651,910)	3,064,978	-68%
<b>Total</b>	<b>\$ 21,818,888</b>	<b>\$ 631,000</b>	<b>\$ (6,651,910)</b>	<b>\$ 15,797,978</b>	<b>-28%</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 2017-18 Adjusted Budget</b>	<b>\$67,244,690</b>
<i>Taxes</i>	
Property tax (excludes property transfer tax)	1,353,000
Transient occupancy tax	-295,000
Sales tax	248,000
Business License tax	42,000
<i>Permits &amp; fees</i>	
Construction permits	-168,750
<i>Intergovernmental revenues</i>	
State grants	-1,935,800
Federal grants	-143,380
County grants	-914,400
<i>Service Charges</i>	
Ambulance service charges	40,000
Recreation program fees	169,900
Marine Safety Fees	-26,390
Inspection Fees	-26,000
Plan Check Fees	-28,360
<i>Interest &amp; Rents</i>	
Interest Earnings	92,000
OHBC - Concessions	27,000
Recreation rentals	23,500
Other city leases, including Negocio building	-120,010
<i>Fines</i>	
Other Fines	223,230
<i>Other Revenues &amp; Transfers</i>	
Transfer from 2107 Gas Tax Fund	-17,130
Transfer from other funds	-395,460
General Fund overhead charges	-441,080
Sidewalk Repair Reimbursement	70,000
<i>Aggregate Change in Other Categories</i>	88,700
<b>FY 2018-19 Budget (-3% change)</b>	<b>\$65,110,260</b>

# General Fund Revenue Summary

## by Category

Revenues Description	FY 2016-17 Actual	FY 2017-18 Adj Budget	FY 2017-18 Projected	FY 2018-19 Budget	% Bud 17-18 To Bud 18-19
Property Tax	\$30,341,698	\$31,171,000	\$31,171,000	\$32,524,000	4%
Transient Occupancy Tax	2,798,585	2,570,000	2,618,000	2,275,000	-11%
Sales Tax	9,931,846	9,904,000	9,904,000	10,152,000	3%
Franchise Tax	2,387,266	2,447,000	2,447,000	2,472,000	1%
Property Transfer Tax	693,444	650,000	650,000	700,000	8%
Assessments & Delinquent Taxes	62,072	60,000	60,130	60,000	0%
Business License Tax	1,059,264	1,001,000	1,039,300	1,043,000	4%
<b>Total Taxes</b>	<b>47,274,175</b>	<b>47,803,000</b>	<b>47,889,430</b>	<b>49,226,000</b>	<b>3%</b>
Construction Permits	1,534,279	1,659,180	1,652,480	1,490,430	-10%
Alarm Permits	80,280	88,000	88,000	88,000	0%
Miscellaneous Permits	64,492	41,360	41,360	41,360	0%
<b>Total Permits &amp; Fees</b>	<b>1,679,051</b>	<b>1,788,540</b>	<b>1,781,840</b>	<b>1,619,790</b>	<b>-9%</b>
Grants	545,059	3,183,580	2,907,910	190,000	-94%
Motor Vehicle Tax	29,677	30,000	34,000	35,000	17%
Other State Subventions	159,622	177,000	167,000	167,000	-6%
<b>Total Intergovernmental</b>	<b>734,358</b>	<b>3,390,580</b>	<b>3,108,910</b>	<b>392,000</b>	<b>-88%</b>
Planning Development Fees	212,556	224,200	203,200	207,200	-8%
Plan Check Fees	745,385	737,360	736,330	709,000	-4%
General Government Fees	5,535	4,800	5,000	4,700	-2%
Traffic Fees	-	1,200	1,200	1,200	0%
Weed & Nuisance Abatement	14,972	11,750	12,000	12,250	4%
Ambulance Service Charges	1,467,867	1,235,000	1,235,000	1,275,000	3%
Marine Safety Fees	177,976	213,720	198,520	187,330	-12%
Public Safety Fees	1,162	1,600	1,600	1,600	0%
Parking Meters & Permits	1,113,990	1,065,000	1,056,260	1,055,000	-1%
Inspection Fees	77,198	90,500	88,000	64,500	-29%
Recreation Fees	2,048,292	1,618,660	1,683,160	1,788,560	10%
<b>Total Service Charges</b>	<b>5,864,933</b>	<b>5,203,790</b>	<b>5,220,270</b>	<b>5,306,340</b>	<b>2%</b>
Parking Violations	355,203	350,000	350,000	350,000	0%
Vehicle Code & Court Fines	159,680	125,000	125,000	125,000	0%
Other Fines	18,529	32,000	218,030	255,230	698%
<b>Total Fines</b>	<b>533,412</b>	<b>507,000</b>	<b>693,030</b>	<b>730,230</b>	<b>44%</b>
Interest	66,335	230,000	286,000	322,000	40%
Site leases	515,836	516,000	501,850	512,940	-1%
Facility Rental	1,605,726	2,271,710	2,354,290	2,268,720	0%
<b>Total Interest and Rents</b>	<b>2,187,897</b>	<b>3,017,710</b>	<b>3,142,140</b>	<b>3,103,660</b>	<b>3%</b>
Miscellaneous Revenue	188,357	71,000	24,460	123,100	73%
Transfers	2,557,918	2,377,260	2,360,130	1,964,410	-17%
General Fund O/H Charges	2,744,270	3,085,810	3,085,810	2,644,730	-14%
<b>Total Other Rev. &amp; Financing Sources</b>	<b>5,490,545</b>	<b>5,534,070</b>	<b>5,470,400</b>	<b>4,732,240</b>	<b>-14%</b>
<b>Total</b>	<b>\$63,764,371</b>	<b>\$67,244,690</b>	<b>\$67,306,020</b>	<b>\$65,110,260</b>	<b>-3%</b>

# General Fund Revenues By Line Item

Revenues Description	FY 2016-17 Actual	FY 2017-18 Adj Budget	FY 2017-18 Projected	FY 2018-19 Budget	% Bud 17-18 To Bud 18-19
<b>Taxes</b>					
Current Year Secured Taxes	\$22,738,144	\$23,500,000	\$23,500,000	\$24,611,000	5%
Current Year Unsecured Taxes	697,785	700,000	700,000	700,000	0%
Supp. Roll Property Taxes	642,916	500,000	500,000	500,000	0%
ERAF Property Tax	6,231,056	6,561,000	6,561,000	6,763,000	3%
Prior Year Secured & Unsecured	158,866	160,000	160,000	200,000	25%
Property Tax Admin. Charge	(127,069)	(250,000)	(250,000)	(250,000)	0%
Transient Occupancy Tax	2,004,790	1,960,000	2,010,000	2,075,000	6%
Transient Occupancy Tax Vacation Rental	793,795	610,000	608,000	200,000	-67%
General Sales Tax	9,558,863	9,474,000	9,474,000	9,702,000	2%
P.S. Sales Tax Augmentation	372,983	430,000	430,000	450,000	5%
Lighting Assessments Prior Year	13	0	0	0	0%
San Diego Gas & Electric	694,369	715,000	715,000	730,000	2%
Southern California Gas	119,416	125,000	125,000	125,000	0%
Cox Communications	1,084,005	1,110,000	1,110,000	1,110,000	0%
CR&R	436,916	440,000	440,000	450,000	2%
Other Franchise Fees	32,651	32,000	32,000	32,000	0%
Parimutual Taxes	19,909	25,000	25,000	25,000	0%
Property Transfer Tax	693,444	650,000	650,000	700,000	8%
Penalty & Interest - Delqnt. Prop. Tax	62,059	60,000	60,130	60,000	0%
Business License Tax	870,712	850,000	885,770	890,000	5%
Business License - Development	111,158	75,000	75,000	75,000	0%
Home Occupation Permits	77,394	76,000	78,530	78,000	3%
<b>Total Taxes</b>	<b>47,274,175</b>	<b>47,803,000</b>	<b>47,889,430</b>	<b>49,226,000</b>	<b>3%</b>
<b>Permits &amp; Fees</b>					
Building Permits	799,705	900,000	900,000	788,000	-12%
Disability Access/Educ Fee	4,134	14,580	17,850	19,800	36%
Electrical Permits	313,400	350,000	350,000	331,000	-5%
Mechanical Permits	125,830	130,000	130,000	117,000	-10%
Plumbing Permits	246,696	235,000	235,000	215,000	-9%
Grading Permits	20,154	11,750	11,750	11,750	0%
STLU Permit Fee	24,360	17,850	7,880	7,880	-56%
Street Encroachment Permits	64,252	40,230	40,230	40,230	0%
Alarm Permits	80,280	88,000	88,000	88,000	0%
Miscellaneous Permits	240	1,130	1,130	1,130	0%
<b>Total Permits &amp; Fees</b>	<b>1,679,051</b>	<b>1,788,540</b>	<b>1,781,840</b>	<b>1,619,790</b>	<b>-9%</b>
<b>Intergovernmental</b>					
Other Federal Grants	0	143,380	0	0	-100%
Mandated Cost Reimbursement	16,653	22,000	12,000	12,000	-45%
S.O.N.G.S. Grant	162,420	161,260	161,260	190,000	18%
Sand Replenishment Grant	281,000	0	0	0	0%
Other State Grant	25,911	1,964,540	1,832,250	0	-100%
Motor Vehicle Tax	29,677	30,000	34,000	35,000	17%
Homeowners Exempt. Subvention	141,983	155,000	155,000	155,000	0%
Special District Augmentation	986	0	0	0	0%
Other County Grants	0	914,400	914,400	0	-100%
Other Governmental Revenues	75,728	0	0	0	0%
<b>Total Intergovernmental</b>	<b>734,358</b>	<b>3,390,580</b>	<b>3,108,910</b>	<b>392,000</b>	<b>-88%</b>

# General Fund Revenues By Line Item

Revenues Description	FY 2016-17 Actual	FY 2017-18 Adj Budget	FY 2017-18 Projected	FY 2018-19 Budget	% Bud 17-18 To Bud 18-19
<b>Service Charges</b>					
Business License Processing Fee	67,583	75,000	60,500	70,000	-7%
Building Plan Check Fees	559,653	585,000	585,000	562,500	-4%
Planning Plan Check Fees	86,718	80,000	80,000	75,000	-6%
Transportation Permits	1,917	1,200	1,200	1,200	0%
Improvement Plan Check Fees	56,435	25,000	25,000	30,000	20%
Landscape Plan Check Fees	749	2,000	1,000	1,500	-25%
SFR Plan Check Fee	41,830	45,360	45,330	40,000	-12%
Reproduction of Documents	1,519	1,800	1,500	1,700	-6%
Map Sales	189	300	300	300	0%
Bad Check Service Charges	4,016	3,000	3,500	3,000	0%
Other Planning Service Fees	13,674	14,000	15,000	14,000	0%
Planning - CC Applications	8,542	8,000	5,000	5,000	-38%
Planning - PC Applications	73,101	75,000	75,000	75,000	0%
Planning - ZA Applications	14,715	15,000	17,500	15,000	0%
Planning - Admin Applications	16,231	18,000	11,000	10,000	-44%
Traffic Model Fees	0	700	700	700	0%
Traffic Review Fees	0	500	500	500	0%
General Plan Update Fee	1,322	5,000	5,000	5,000	0%
Weed Assessments - Current Year	12,878	10,000	10,000	10,000	0%
Weed Assessments - Prior Year	2,094	1,500	2,000	2,000	33%
Sign Storage Fee	0	250	0	250	0%
San Diego County Contract	2,750	0	0	0	0%
Ambulance Service Charges	1,441,908	1,210,000	1,210,000	1,250,000	3%
Ambulance Subscription Fees	22,010	25,000	25,000	25,000	0%
Amulance GEMT Reimb	1,199	0	0	0	0%
Special Lifeguard Services	10,364	8,390	8,790	4,500	-46%
Junior Lifeguard Services	161,702	187,000	171,400	164,500	-12%
Special Beach Events Fees	5,910	16,530	16,530	16,530	0%
Film Permit Fees	0	1,800	1,800	1,800	0%
Fingerprint Services	60	300	300	300	0%
Visa Letter Service	225	300	300	300	0%
Police Duplication Fees	347	500	500	500	0%
Other Police Dept. Service Charge	530	500	500	500	0%
Parking Meters	952,425	905,000	905,000	905,000	0%
Parking Permits	161,565	160,000	151,260	150,000	-6%
Public Works Inspection Fee	692	2,500	0	2,500	0%
Engineering Plan Review	8,976	10,000	10,000	9,000	-10%
Construction Inspection Fee	72,948	85,000	85,000	60,000	-29%
Engr. & Geotech. Reimbursement	3,558	3,000	3,000	2,000	-33%
Other Engineering Service Fees	6,495	3,000	3,000	3,000	0%
OHBC Pool Programs & admin Fees	12,186	31,920	31,920	31,920	0%
SCAC Pool Programs & Admin Fees	344,874	294,340	294,340	294,340	0%
Swimming Pool Fees	25,399	54,170	54,170	54,170	0%
OHBC Contract Building Class Fees	2,516	800	800	800	0%
SCAC Contract Pool Class Fees	241,125	98,400	163,150	163,150	66%
Comm. Ctr. Contract Class Fees	254,864	222,000	222,000	222,000	0%
Offsite Contract Class Fees	476,922	78,000	78,000	78,000	0%

# General Fund Revenues By Line Item

Revenues Description	FY 2016-17 Actual	FY 2017-18 Adj Budget	FY 2017-18 Projected	FY 2018-19 Budget	% Bud 17-18 To Bud 18-19
Recreation Sports Fees	6,524	181,500	181,500	185,000	2%
SCAC Building Class Fees	66,084	100,000	100,000	191,400	91%
Park Class Fees	0	200,000	200,000	200,000	0%
Beach Class Fees	0	175,000	175,000	175,000	0%
Street Banner Fees	0	12,480	12,480	12,480	0%
Recreation Special Events	17,153	11,750	11,500	21,500	83%
Recreation Day Camp Fees	20	0	0	0	0%
Fun on the Run Program Revenue	0	5,000	5,000	5,500	10%
After School Programming	175,555	155,000	155,000	155,000	0%
Gift Certificate Classes	(937)	(2,000)	(2,000)	(2,000)	-100%
VHSP Field/Tournament Rental	223,133	0	0	0	0%
Steed Park Field/Tournament Rentals	130,995	0	0	0	0%
Steed Park Adult Softball League Fees	71,690	0	0	0	0%
<b>Total Service Charges</b>	<b>5,864,933</b>	<b>5,203,790</b>	<b>5,220,270</b>	<b>5,306,340</b>	<b>2%</b>
<b>Fines</b>					
Parking Violations	355,203	350,000	350,000	350,000	0%
Vehicle Code Fines	154,647	120,000	120,000	120,000	0%
Court Fines	5,033	5,000	5,000	5,000	0%
Administration Citation	13,500	20,000	206,030	247,230	1136%
Enforcement Administrative Citation	5,029	12,000	12,000	8,000	-33%
<b>Total Fines</b>	<b>533,412</b>	<b>507,000</b>	<b>693,030</b>	<b>730,230</b>	<b>44%</b>
<b>Interest and Rents</b>					
Interest Earnings	273,495	225,000	280,000	315,000	40%
Unrealized Gain/Loss on Invest.	(220,160)	0	0	0	0%
Interest Earnings - Other	13,000	5,000	6,000	7,000	40%
Communication Site Rental	515,836	516,000	501,850	512,940	-1%
Beach Club Rent	3,188	4,200	3,200	0	-100%
Community Center Rent	92,762	54,880	54,880	52,580	-4%
Library Annex Rentals	0	4,500	4,500	9,000	100%
Pool Rental	174,020	161,850	161,850	161,850	0%
Senior Center Rentals	7,630	7,500	3,470	0	-100%
Sports Field Rentals	147,536	538,000	530,000	568,000	6%
VHSP Program/Sport League Fees	224,754	0	0	0	0%
Rental of City Property	12,427	21,080	17,080	8,100	-62%
Park Rentals	26,266	20,500	20,500	20,500	0%
Steed Park Concession	18,845	18,500	18,500	18,500	0%
OHBC - Concession	140,581	225,000	203,000	252,000	12%
Lawn Bowling	0	750	750	750	0%
Negocio Leases	0	404,300	405,870	266,230	-34%
Pier Restaurant	608,008	675,000	773,700	750,000	11%
Negocio (1030) Lease	73,252	60,000	75,180	77,040	28%
"T" Street Concession	6,078	0	4,370	4,500	100%
Telescope	780	750	750	750	0%
Bait & Tackle Shop	300	3,000	5,500	6,000	100%
Fabricante Rental	34,019	35,000	34,150	34,200	-2%
1100 N. El Camino Real Bldg Lease	35,280	36,900	37,040	38,720	5%
<b>Total Interest and Rents</b>	<b>2,187,897</b>	<b>3,017,710</b>	<b>3,142,140</b>	<b>3,103,660</b>	<b>3%</b>

# General Fund Revenues By Line Item

Revenues Description	FY 2016-17 Actual	FY 2017-18 Adj Budget	FY 2017-18 Projected	FY 2018-19 Budget	% Bud 17-18 To Bud 18-19
<b><i>Other Revenue &amp; Financing Sources</i></b>					
Donations from Private Sources	10,000	0	0	0	0%
Cash Over or Short	(948)	0	(360)	0	0%
Miscellaneous Income	12,903	500	200	250	-50%
Sidewalk Repair Reimbursement	31,684	30,000	1,770	100,000	233%
Miscellaneous Reimbursement	106,451	20,000	2,350	2,350	-88%
Comm Park Maint Reimb	28,267	20,500	20,500	20,500	0%
Transfer from Misc. Grants Fd.	17,760	17,760	17,760	17,500	-1%
Transfer from 2107 Gas Tax	474,736	490,930	473,800	473,800	-3%
Transfer from Water Fund	25,000	25,000	25,000	25,000	0%
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	841,435	1,645,460	1,645,460	1,250,000	-24%
Principal from Advance	1,000,877	0	0	0	0%
General Fund O/H Charges	2,744,270	3,085,810	3,085,810	2,644,730	-14%
<b><i>Total Other Rev. &amp; Financing Sources</i></b>	<b><i>5,490,545</i></b>	<b><i>5,534,070</i></b>	<b><i>5,470,400</i></b>	<b><i>4,732,240</i></b>	<b><i>-14%</i></b>
<b>Total:</b>	<b>\$63,764,371</b>	<b>\$67,244,690</b>	<b>\$67,306,020</b>	<b>\$65,110,260</b>	<b>-3%</b>



# Revenue Assumptions

## for Major Revenue Sources

**General Fund Revenue Assumptions**

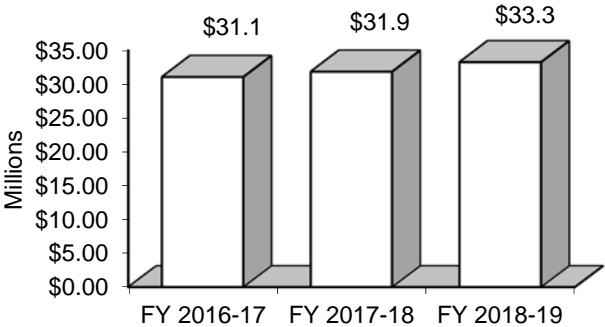
FY 2018-19 revenues are based on a combination of factors including analysis of historical revenue receipts, anticipated changes in the local economic environment, projected City growth through development and anticipated changes in revenue receipts.

A total of \$65.1 million is budgeted in the General Fund for the 2018-19 fiscal year. For FY 2017-18, revenues are projected to amount to \$67.3 million. The assumptions used by the City to budget FY 2018-19 revenues are explained within this section.

(Note: Charts in this section utilize FY 2016-17 actual revenues, projected revenues for FY 2017-18, and FY 2018-19 budget.)

**Property Tax**

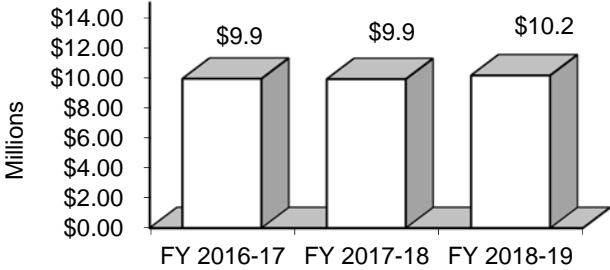
For FY 2018-19, property taxes are anticipated to increase by 4.4% or \$1.4 million. In FY 2018-19, Secured property taxes and ERAF property taxes increase by 5% and 3% respectively. Beyond FY 2018-19 property taxes are anticipated to increase. This increase will be supported by home values within the City and the additional development of the Outlets at San Clemente and the Sea Summit residential development.



Property taxes in the table total \$33,284,000 and include property taxes, transfer taxes, assessments and delinquent taxes.

**Sales Tax**

Sales taxes, which include general sales taxes and Public Safety Augmentation sales taxes, increase by 3.0% or \$248,000 to \$10.2 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 \$450,000.



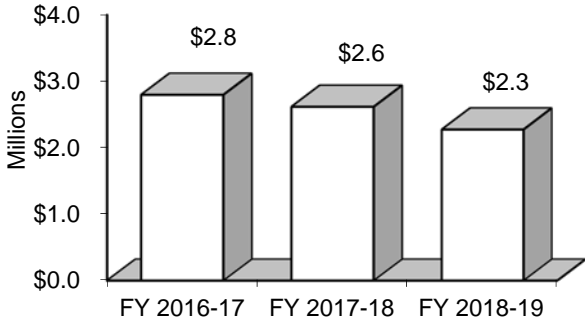
# Revenue Assumptions

## for Major Revenue Sources

**Transient Occupancy Tax (TOT)**

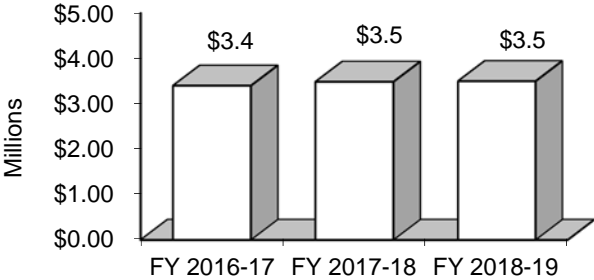
TOT is a 10% "bed" tax that is added to hotel room bills and vacation rentals within City limits. TOT revenue is budgeted at \$2.3 million for FY 2018-19, which is based on historical amounts.

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



**Other Taxes**

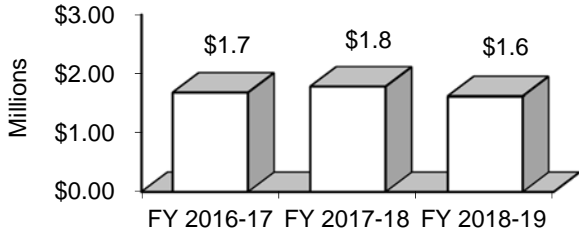
This revenue category includes franchise taxes from the City's utility providers, parimutual taxes, and business license taxes. Franchise taxes are based upon 2% of gross sales from the City's providers of electric, gas, cable and trash, are projected to amount to \$2.5 million. Parimutual taxes are based on off-site betting within the community. In FY 2018-19, business license taxes are anticipated to increase to \$1.0 million.



**Permits & Fees**

Revenue in the permit & fees category is projected to decrease by 9.0% or approximately (\$168,750) for FY 2018-19 as a result of current construction levels.

Permits revenue includes building related permits. Building permits are anticipated to decrease by 12% or (\$112,000) in FY 2018-19. STLU permit fees are anticipated to decrease by 56% or (\$9,970).

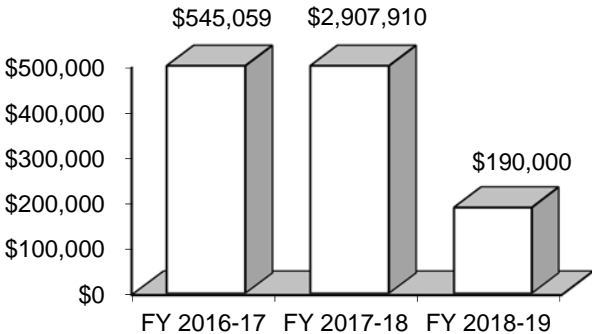


# Revenue Assumptions for Major Revenue Sources

**Intergovernmental – Grants**

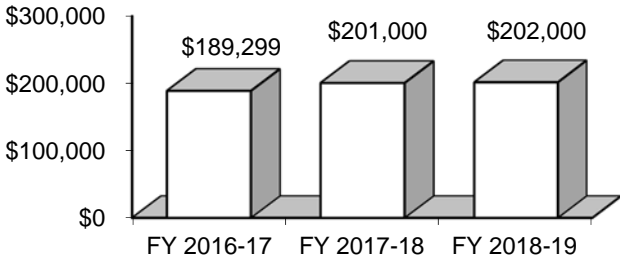
This category consists of Federal, State and County grants. The City receives grant funding for various purposes, including recurring and one-time grants.

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 \$190,000 from State Office of Emergency Services (OES). Grants received in the prior years include capital and transportation related grants.



**Intergovernmental - State Subventions**

State Subvention revenue includes motor vehicle tax, homeowners exemption subventions and state mandated reimbursement program. FY 2018-19 includes \$190,000 for state subventions with motor vehicle fees of \$35,000 and homeowner subvention fees of \$155,000. The State mandated cost reimbursement program of \$12,000 is funded through the State budget.

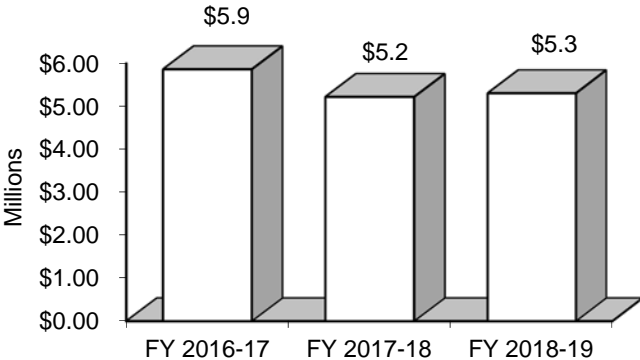


The State of California increased the motor vehicle fee in the prior year, however only the State benefits from the increased amount.

**Service Charges**

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

The largest increase is in Recreation fees as a result of the completion of the Beach Club in FY 2016-17. Ambulance rates remain stable and are based on the County Department of Health rates. Development service charges, including planning, plan check and inspection fees, are budgeted lower but will fluctuate as the development occurs.



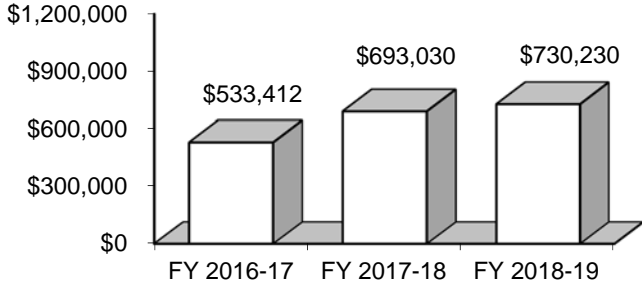
# Revenue Assumptions

## for Major Revenue Sources

**Fines**

The fines revenue category is consists of various vehicle, alarm and court fines. The single largest amount is parking violation fines, which represents \$350,000 or 48% of the revenue in this category. Revenue from fines are distributed between the City, County and State.

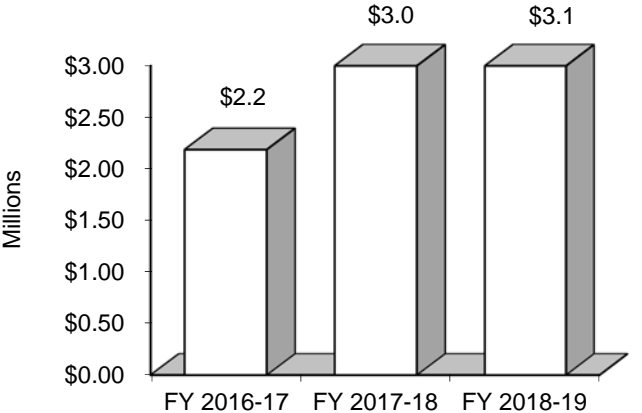
The total fines budget is \$730,230 for FY 2018-19. Overall, this category is anticipated to increase by 44% or \$223,230.



**Interest and Rents**

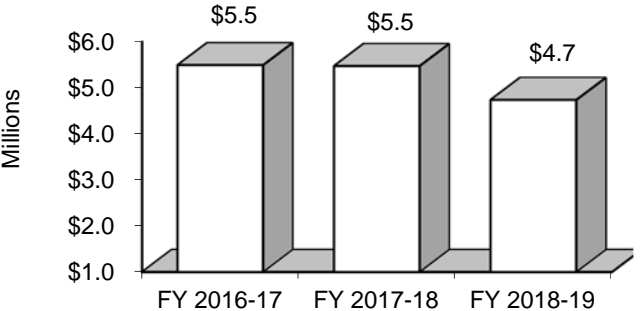
Interest and Rents consist of investment income, ongoing rental income from City-owned properties, communication antenna sites located throughout the City and community recreation facilities. Investment income, which is based upon an average rate of return of 1.7% and a General Fund average cash balance of \$25 million, will result in \$322,000 for FY 2018-19. Facility rentals are budgeted to increase from the prior year based on the opening of the OHBC facility.

In total, \$3,103,660 million is anticipated for FY 2018-19 interest and rents.



**Other Revenues and Financing Sources**

These categories include General Fund overhead charges, interfund transfers and miscellaneous revenue. In total, \$4.7 million is budgeted for FY 2018-19. Overhead charges decreased by (\$441,080) 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 \$0.4 million due mainly to the completion of OHBC rehabilitation in FY 2016-17.



# General Fund Expenditure Overview

<b>FY 2017-18 Adjusted Budget</b>	<b>\$75,764,870</b>
<i>Salary and Benefit Changes</i>	
Salaries, including part time and overtime	939,610
Benefits, including medical and retirement costs	233,430
<i>Operational Increases</i>	
Police contract services	1,110,500
Fire contract and ambulance program	661,800
Contingency reserve	32,500
Election expenses	69,000
Utilities (natural gas, electricity, water)	64,940
<i>Operational Decreases</i>	
Other contractual services	-2,480,290
Professional services/studies	-491,660
Maintenance	-496,100
Legal services	-33,920
Office furniture and equipment	-37,900
Animal control	-15,970
<i>Capital Outlay/Studies</i>	
Concordia Elementary Safe Routes to School	-1,376,600
Shorecliffs Elementary Safe Routes to School	-854,610
Major Street Maintenance	-123,210
910 Negocio Remodel - City Hall Relocation	1,973,370
City Hall Feasibility & Geotechnical Study	-300,000
Pier Structural Construction	-1,537,340
Beach Trail Bridges Maintenance	-620,680
Sidewalk Repair and Improvements	-266,360
Machinery and equipment	-27,600
Other capital and major maintenance projects	-1,576,280
<i>Transfers and Debt Service Changes</i>	
General Liability Fund transfer	-300,000
Transfer to other funds	200,000
Unfunded PERS liability ( <i>past unfunded public safety cost</i> )	229,000
<i>Interdepartmental Charges</i>	
Insurance charges	26,590
Central service charges (postage, communications, EDMS, and duplicating)	-61,280
Fleet charges	45,270
Information technology charges	-29,080
Facilities Maintenance Replacement Charges	47,500
<b>Aggregate Change in Other Categories</b>	<b>361,670</b>
<b>FY 2018-19 Budget (-6% decrease)</b>	<b>\$71,131,170</b>

# General Fund Expenditure Summary

Expenditures	FY 2016-17	FY 2017-18	FY 2017-18	FY 2018-19	% Bud 17-18
Description	Actual	Adj Budget	Projected	Budget	To Bud 18-19
Full-Time Salaries	\$9,062,463	\$10,116,790	\$9,916,030	\$11,048,200	9%
Part-Time Salaries	1,892,629	1,833,120	1,771,020	1,826,020	0%
Overtime	125,133	103,770	128,620	119,070	15%
Benefits	4,917,085	5,609,730	5,155,830	5,843,160	4%
<b>Total Personnel</b>	<b>15,997,310</b>	<b>17,663,410</b>	<b>16,971,500</b>	<b>18,836,450</b>	<b>7%</b>
Office Supplies	129,754	155,570	135,780	144,760	-7%
Other Operating Supplies	640,693	712,650	705,780	652,910	-8%
Maintenance Supplies	334,499	469,070	378,420	366,530	-22%
<b>Total Supplies</b>	<b>1,104,946</b>	<b>1,337,290</b>	<b>1,219,980</b>	<b>1,164,200</b>	<b>-13%</b>
Administrative	239,357	333,390	283,150	310,200	-7%
Travel and Training	81,165	139,340	116,410	134,830	-3%
Utilities	1,788,451	2,054,490	2,079,730	2,120,080	3%
Maintenance	3,186,959	4,443,880	4,149,700	3,947,780	-11%
Internal Services	(1,017,222)	(1,000,000)	(900,170)	(1,000,000)	0%
Fire Contract Services	7,881,340	8,135,200	8,135,200	8,703,000	7%
Ambulance Program	1,048,547	1,117,000	1,117,000	1,211,000	8%
Police Contract Services	13,258,871	14,274,000	14,274,000	15,384,500	8%
Public Safety	234,062	272,240	292,240	275,110	1%
Legal Services	878,232	1,550,060	1,539,630	1,516,140	-2%
Rental	59,332	69,660	69,730	73,230	5%
Animal Control	769,128	856,760	856,760	840,790	-2%
Other Contractual Services	2,188,131	4,274,420	3,790,740	1,794,130	-58%
<b>Total Contractual Services</b>	<b>30,596,353</b>	<b>36,520,440</b>	<b>35,804,120</b>	<b>35,310,790</b>	<b>-3%</b>
Miscellaneous Charges	192,502	133,770	127,610	177,440	33%
Promotional Charges	135,993	128,820	132,640	142,030	10%
Recreation Charges	789,089	777,920	755,150	730,520	-6%
Social Service Charges	109,886	102,970	102,920	100,300	-3%
Contingency Reserve	0	19,500	19,500	52,000	167%
<b>Total Other Charges</b>	<b>1,227,470</b>	<b>1,162,980</b>	<b>1,137,820</b>	<b>1,202,290</b>	<b>3%</b>
Improvements Other Than Bldg.	1,136,030	5,949,760	5,583,830	2,850,000	-52%
Machinery and Equipment	25,181	41,600	2,610	14,000	-66%
Major Maintenance	809,908	1,261,780	1,361,780	450,000	-64%
Sidewalk Repair & Improvements	41,899	416,360	266,900	150,000	-64%
Major Street Maintenance	768,267	673,210	673,210	550,000	-18%
Slurry Seal	465,206	286,000	286,000	250,000	-13%
Capital Study	432,344	444,600	344,600	100,000	-78%
<b>Total Capital Outlay</b>	<b>3,678,835</b>	<b>9,073,310</b>	<b>8,518,930</b>	<b>4,364,000</b>	<b>-52%</b>
Interdepartmental Charges	4,438,280	5,042,670	5,042,670	5,159,670	2%
Charges to Other Funds	(199,628)	(229,360)	(230,760)	(229,360)	0%
<b>Total Interdepartmental Charges</b>	<b>4,238,652</b>	<b>4,813,310</b>	<b>4,811,910</b>	<b>4,930,310</b>	<b>2%</b>
Total Interfund Transfers	4,597,534	4,150,880	3,850,880	4,050,880	-2%
Total Debt Service	593,590	1,043,250	1,047,250	1,272,250	22%
<b>Total:</b>	<b>\$62,034,690</b>	<b>\$75,764,870</b>	<b>\$73,362,390</b>	<b>\$71,131,170</b>	<b>-6%</b>

# General Fund Expenditures By Line Item

Expenditures Description	FY 2016-17 Actual	FY 2017-18 Adj Budget	FY 2017-18 Projected	FY 2018-19 Budget	% Bud 17-18 To Bud 18-19
<b>Personnel</b>					
Salaries, Regular Full Time	\$9,062,463	\$10,116,790	\$9,916,030	\$11,048,200	9%
Salaries, Regular Part Time	490,070	371,630	340,870	324,210	-13%
Salaries, Hourly Part Time	1,402,559	1,461,490	1,430,150	1,501,810	3%
Regular Overtime	4,251	4,490	3,670	4,600	2%
Premium Overtime, Regular	114,561	94,200	122,190	109,350	16%
Premium Overtime, Part-Time	6,321	5,080	2,760	5,120	1%
Holiday Pay	8,173	8,320	0	8,520	2%
Accrued Leave Payoff	126,526	171,890	163,920	205,850	20%
Education Incentive Pay	3,376	0	0	0	0%
Assignment Pay	32,139	37,300	37,630	38,300	3%
Auto Allowance	16,960	18,000	18,000	18,000	0%
Phone Allowance	10,615	13,340	3,650	4,210	-68%
Educational Reimbursement	13,885	36,110	33,330	24,720	-32%
Bilingual Pay	520	480	480	1,000	108%
FICA	552,436	637,280	589,850	665,480	4%
Medicare	161,794	179,570	167,370	185,630	3%
State Disability Insurance	75,509	89,200	86,290	102,550	15%
A. D. & D. Insurance	1,870	2,170	1,950	2,210	2%
Long Term Disability Insurance	31,126	33,400	32,310	35,040	5%
State Unemployment Insurance	3,884	43,600	39,120	34,820	-20%
Workers' Compensation Insurance	238,622	303,990	271,890	318,210	5%
Life Insurance	26,402	33,490	29,200	32,180	-4%
Medical Insurance	1,626,197	1,882,210	1,771,650	1,917,780	2%
P.E.R.S. Retirement Premium	163,319	161,690	158,280	166,640	3%
San Clemente Retirement Premium	995,040	1,125,880	922,290	1,073,070	-5%
Retirement Premium (Legacy)	733,708	735,790	735,050	904,180	23%
Deferred Compensation	40,039	39,400	37,920	45,720	16%
Deferred Compensation, Part Time	54,945	56,620	55,650	59,050	4%
<b>Total Personnel</b>	<b>15,997,310</b>	<b>17,663,410</b>	<b>16,971,500</b>	<b>18,836,450</b>	<b>7%</b>
<b>Supplies</b>					
Office Supplies	63,141	70,040	66,670	65,320	-7%
Postage	64,392	83,530	67,610	77,440	-7%
Data Processing Supplies	2,221	2,000	1,500	2,000	0%
Maps and Blueprints	0	50	110	0	-100%
Horticultural Supplies	23,254	25,750	25,750	23,250	-10%
Leadership Supplies	2,794	3,000	2,880	3,000	0%
Medical Supplies	10,843	10,960	10,960	11,160	2%
Chemical Supplies	65,571	60,000	60,000	60,000	0%
Janitorial Supplies	35,388	47,900	47,060	47,000	-2%
Photographic Supplies	81	3,100	3,100	500	-84%
Protective Supplies	1,351	1,280	1,280	1,280	0%
Books, Codes and Supplement	17,721	7,190	6,690	7,190	0%
Office Furniture and Equipment	68,025	65,400	61,900	27,500	-58%
Small Tools and Equipment	64,370	80,810	82,010	73,180	-9%
Clothing and Uniforms	20,396	24,480	22,780	25,180	3%
Service Awards	19,744	28,230	28,230	13,730	-51%
Operating Supplies	412,264	484,490	483,380	481,400	-1%

# General Fund Expenditures By Line Item

Expenditures Description	FY 2016-17 Actual	FY 2017-18 Adj Budget	FY 2017-18 Projected	FY 2018-19 Budget	% Bud 17-18 To Bud 18-19
Street Signs	36,090	40,040	40,040	40,040	0%
Street Materials	54,359	85,000	85,000	40,000	-53%
Maintenance Supplies	142,941	214,040	123,030	165,030	-23%
<b>Total Supplies</b>	<b>1,104,946</b>	<b>1,337,290</b>	<b>1,219,980</b>	<b>1,164,200</b>	<b>-13%</b>
<b>Contractual Services</b>					
Advertising	15,245	19,350	19,350	18,780	-3%
Legal Notices	24,385	32,150	28,450	31,250	-3%
Printing and Binding	17,620	32,690	23,180	23,770	-27%
Travel and Training	70,667	122,780	104,630	122,570	0%
Required Licensing Certification	4,215	9,090	4,940	4,980	-45%
Mileage	6,283	7,470	6,840	7,280	-3%
Code Updating Service	9,757	14,500	10,000	14,500	0%
Property Insurance	172,350	234,700	202,170	221,900	-5%
OCFA Contractual Facilities Maint	42,863	43,730	43,730	45,000	3%
Data Lines	4,484	4,620	4,520	4,850	5%
Telephone	5,672	5,760	5,760	5,760	0%
Natural Gas	97,873	82,540	72,520	80,070	-3%
Electricity	1,051,567	1,220,630	1,215,690	1,207,450	-1%
Caltrans Electricity	6,083	6,640	6,640	6,700	1%
404 Bahia Electricity	356	420	420	420	0%
Water	578,791	688,650	728,950	769,180	12%
Landfill Fees	762	1,500	1,500	650	-57%
Maintenance of Buildings	188,234	491,680	328,180	346,180	-30%
Maintenance of Restrooms	207,633	229,850	229,850	238,840	4%
Maintenance of Improvements	23,918	74,000	24,000	24,000	-68%
Maintenance of Beaches	104,358	114,700	114,700	114,700	0%
Maintenance of Landscaping	1,442,139	1,677,030	1,677,030	1,697,520	1%
Maintenance of Trees	326,060	413,000	361,000	379,000	-8%
Beach Cleaning	18,260	35,000	20,000	20,000	-43%
Maintenance of Office Equipment	2,984	3,970	2,750	6,210	56%
Maintenance of Auto Equipment	0	760	720	760	0%
Maintenance of Operating Equipment	43,259	87,670	87,670	93,710	7%
Maintenance of Computer Hardware	0	8,000	8,000	8,000	0%
Maintenance of Computer Software	27,097	337,990	337,940	86,390	-74%
Maintenance of Radio Equipment	15,850	46,500	46,500	48,000	3%
Maintenance of Other Facilities	490,461	546,810	539,640	496,690	-9%
Graffiti Removal	30,278	65,200	65,000	65,200	0%
Graffiti Administration	24,000	32,000	27,000	30,000	-6%
Contracted Custodial Service	117,333	151,970	151,970	158,430	4%
Center Striping/Markings	125,095	127,750	127,750	134,150	5%
Engineering Services	(1,017,222)	(1,000,000)	(900,170)	(1,000,000)	0%
SFR Plan Check	30,220	42,400	35,000	25,000	-41%
Clerical Services	101,224	116,700	99,100	19,000	-84%
Accounting and Auditing	41,172	51,300	51,000	48,800	-5%
Bank Merchant Fees	239,333	214,600	190,900	255,780	19%
Brokers Commissions	0	46,700	0	0	-100%
Fire Contract Services	7,714,761	8,003,200	8,003,200	8,571,000	7%
OCFA Vehicle Replacement	166,579	132,000	132,000	132,000	0%



# General Fund Expenditures By Line Item

Expenditures Description	FY 2016-17 Actual	FY 2017-18 Adj Budget	FY 2017-18 Projected	FY 2018-19 Budget	% Bud 17-18 To Bud 18-19
Ambulance Program	1,048,547	1,117,000	1,117,000	1,211,000	8%
Crossing Guards	112,401	123,440	143,440	126,310	2%
Police Contract Services	13,258,871	14,274,000	14,274,000	15,384,500	8%
Parking Citation Processing	121,661	148,800	148,800	148,800	0%
Legal Services - Retainer	162,143	130,000	130,000	400,000	208%
Legal - Contingency	276,122	1,085,280	1,085,000	785,000	-28%
Other Legal Services	439,967	334,780	324,630	331,140	-1%
Medical Examinations	18,758	20,900	20,830	20,900	0%
Investigative Services	5,828	5,000	5,000	5,000	0%
Professional Services	463,590	779,780	765,590	291,620	-63%
Professional Studies	44,400	3,500	0	0	-100%
Rental of Land	50,412	58,200	58,200	58,200	0%
Rental of Equipment	2,432	7,200	7,200	10,700	49%
Rental of Uniforms	6,488	4,260	4,330	4,330	2%
Animal Control and Shelter	742,030	815,410	815,410	799,440	-2%
Landscape Rodent Control	27,098	41,350	41,350	41,350	0%
Contractual Services	1,240,606	2,950,540	2,605,320	1,127,130	-62%
Temporary Services	0	25,000	0	0	-100%
Sidewalk Pressure Wash	3,000	18,000	18,000	900	-95%
<b>Total Contractual Services</b>	<b>30,596,353</b>	<b>36,520,440</b>	<b>35,804,120</b>	<b>35,310,790</b>	<b>-3%</b>
<b>Other Charges</b>					
Court Costs	0	120	0	80	-33%
Dues and Subscriptions	84,789	100,440	93,470	79,460	-21%
Property Taxes	19,870	5,240	5,500	5,500	5%
Other Taxes	19,636	10,000	8,000	10,000	0%
Licenses and Permits	2,152	2,150	2,150	2,500	16%
Boards & Commissions Expense	4,358	7,450	7,450	2,150	-71%
Special Meetings and Events	33,453	34,420	34,020	33,970	-1%
Fourth of July Celebration	42,960	43,900	43,900	41,560	-5%
City General Special Events	16,669	15,000	19,220	29,000	93%
Election Expenses	55,553	0	0	69,000	100%
Recreation Special Event Expenses	59,486	109,520	86,750	82,620	-25%
Recreation Contract Class Instructors	729,603	668,400	668,400	647,900	-3%
Community Relations Expense	3,867	2,500	2,500	2,500	0%
Volunteer Program Expenses	2,109	7,360	7,310	4,500	-39%
RSVP	15,604	16,600	16,600	14,800	-11%
Crime Prevention	835	500	500	500	0%
Character Counts	0	500	500	500	0%
Parent Project	0	500	500	500	0%
Trauma Intervention Program	8,085	8,100	8,100	8,100	0%
Concordia School	1,528	0	0	0	0%
Downtown Business Assoc Subsidy	34,200	30,000	30,000	32,000	7%
Tourist & Conv. Bureau Subsidy	4,844	3,000	3,000	3,000	0%
Assistance League	1,000	0	0	0	0%
Family Assistance Ministries	22,000	0	0	0	0%
San Clemente H.S. Grad Night	1,000	0	0	0	0%
Marine Unit Support	26,355	15,500	15,500	17,500	13%
Social Services Grants	31,370	53,910	53,910	53,900	0%

# General Fund Expenditures By Line Item

Expenditures Description	FY 2016-17 Actual	FY 2017-18 Adj Budget	FY 2017-18 Projected	FY 2018-19 Budget	% Bud 17-18 To Bud 18-19
Bad Debt Expense	86	0	0	0	0%
Refund of Prior Year Revenues	90	500	2,940	500	0%
Other Operating Expense	5,968	7,870	8,100	8,250	5%
Contingency Reserve	0	19,500	19,500	52,000	167%
<b>Total Other Charges</b>	<b>1,227,470</b>	<b>1,162,980</b>	<b>1,137,820</b>	<b>1,202,290</b>	<b>3%</b>
<b>Capital Outlay</b>					
Improvements Other Than Bldg.	1,136,030	5,949,760	5,583,830	2,850,000	-52%
Computer Equipment	0	2,600	2,610	1,000	-62%
General Machinery and Equipment	2,918	39,000	0	0	-100%
Automotive Equipment	22,263	0	0	13,000	100%
Major Maintenance/Repairs	809,908	1,261,780	1,361,780	450,000	-64%
Sidewalk Repairs	41,899	416,360	266,900	150,000	-64%
Major Street Maintenance	768,267	673,210	673,210	550,000	-18%
Slurry Seal	465,206	286,000	286,000	250,000	-13%
Capital Study	432,344	444,600	344,600	100,000	-78%
<b>Total Capital Outlay</b>	<b>3,678,835</b>	<b>9,073,310</b>	<b>8,518,930</b>	<b>4,364,000</b>	<b>-52%</b>
<b>Interdepartmental Charges</b>					
Insurance Charges	1,571,150	2,041,760	2,041,760	2,068,350	1%
Postage Charges	82,170	91,380	91,380	84,630	-7%
Duplicating Charges	64,260	64,230	64,230	71,990	12%
EDMS Charges	26,470	37,990	37,990	46,760	23%
Information Technology Charges	1,390,600	1,467,490	1,467,490	1,438,410	-2%
Communications Charges	115,740	241,100	241,100	170,040	-29%
Fleet Rental Charges	777,850	633,020	633,020	678,290	7%
Capital Equipment Replacement	175,980	179,730	179,730	219,730	22%
Park Asset Replacement Charge	70,000	102,000	102,000	150,000	47%
Facilities Maintenance Replacement	164,060	183,970	183,970	231,470	26%
Charges to Water Fund	(75,073)	(81,180)	(81,880)	(81,180)	0%
Charges to Sewer Fund	(75,738)	(81,180)	(81,880)	(81,180)	0%
Charges to Storm Drain	(48,817)	(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>4,238,652</b>	<b>4,813,310</b>	<b>4,811,910</b>	<b>4,930,310</b>	<b>2%</b>
<b>Interfund Transfers</b>					
Transfer to 2106 Gas Tax Fund	14,590	14,590	14,590	14,590	0%
Transfer to St. Improvement Fund	756,290	756,290	756,290	756,290	0%
Transfer to Accrued Leave	974,000	0	0	0	0%
Transfer to Facilities Maintenance	2,080,000	2,880,000	2,880,000	2,880,000	0%
Transfer to General Liability	450,000	300,000	0	0	-100%
Transfer to Other Funds	322,654	200,000	200,000	400,000	100%
<b>Total Interfund Transfers</b>	<b>4,597,534</b>	<b>4,150,880</b>	<b>3,850,880</b>	<b>4,050,880</b>	<b>-2%</b>
<b>Debt Service</b>					
Unfunded PERS Liability	593,590	1,043,250	1,047,250	1,272,250	22%
<b>Total Debt Service</b>	<b>593,590</b>	<b>1,043,250</b>	<b>1,047,250</b>	<b>1,272,250</b>	<b>22%</b>
<b>Total:</b>	<b>\$62,034,690</b>	<b>\$75,764,870</b>	<b>\$73,362,390</b>	<b>\$71,131,170</b>	<b>-6%</b>

# General Fund Summary by Department

Description	FY 2016-17 Actual	FY 2017-18 Adj Budget	FY 2017-18 Projected	FY 2018-19 Budget	% Bud 17-18 To Bud 18-19
<b>City Council/City Manager /Economic Dev</b>					
City Council	43,564	66,110	64,020	57,200	-13%
Cable Programming	11,790	20,660	12,200	20,960	1%
City Manager	642,889	649,090	662,880	724,390	12%
Economic Development	100,343	119,780	107,750	108,600	-9%
<b>Total City Council/City Manager/Economic Dev</b>	<b>\$798,586</b>	<b>\$855,640</b>	<b>\$846,850</b>	<b>\$911,150</b>	<b>6%</b>
<b>City General</b>					
Social Services	90,050	81,310	81,310	79,500	-2%
City General	8,966,907	11,102,270	10,759,020	12,405,400	12%
<b>Total City General</b>	<b>\$9,056,957</b>	<b>\$11,183,580</b>	<b>\$10,840,330</b>	<b>\$12,484,900</b>	<b>12%</b>
<b>City Clerk</b>					
Council Related Services	611,321	731,150	668,390	731,670	0%
Elections	96,372	15,720	10,860	84,310	436%
<b>Total City Clerk</b>	<b>\$707,693</b>	<b>\$746,870</b>	<b>\$679,250</b>	<b>\$815,980</b>	<b>9%</b>
<b>Finance &amp; Administrative Services (F&amp;AS)</b>					
Finance Administration	243,098	258,270	255,690	265,100	3%
Financial Services	872,417	916,490	916,630	974,540	6%
Utility Billing & Cashiering	793,677	962,910	889,180	915,830	-5%
Business Licensing	193,022	250,240	248,350	163,550	-35%
Purchasing	30,024	28,420	28,590	29,600	4%
Human Resources Administration	523,594	701,870	705,880	592,650	-16%
Labor Relations	9,247	20,800	38,800	15,800	-24%
Employee Training	4,782	8,430	6,730	6,950	-18%
Finance & Admin. Services Administration	457,034	514,920	520,610	534,220	4%
Cash Management/Treasury	71,708	84,280	73,810	75,380	-11%
<b>Total Finance &amp; Administrative Services</b>	<b>\$3,198,603</b>	<b>\$3,746,630</b>	<b>\$3,684,270</b>	<b>\$3,573,620</b>	<b>-5%</b>
<b>Police Services</b>					
Police Contract Services	13,848,560	14,917,470	14,937,470	16,007,110	7%
Local Police Services	18,905	21,800	21,550	21,050	-3%
<b>Total Police Services</b>	<b>\$13,867,465</b>	<b>\$14,939,270</b>	<b>\$14,959,020</b>	<b>\$16,028,160</b>	<b>7%</b>
<b>Fire Services</b>					
Fire Contract Services	8,974,200	9,468,150	9,304,650	9,961,470	5%
<b>Total Fire Services</b>	<b>\$8,974,200</b>	<b>\$9,468,150</b>	<b>\$9,304,650</b>	<b>\$9,961,470</b>	<b>5%</b>
<b>Community Development</b>					
Building Administration	1,144,875	1,397,080	1,199,040	1,273,310	-9%
Building Inspection	665,970	825,880	667,140	743,710	-10%
Long Range Planning	457,385	814,420	775,040	458,720	-44%
Current Planning	667,509	707,690	719,940	691,210	-2%
Commission, Boards & Committee Support	28,204	47,520	36,940	46,450	-2%
Planning Administration	294,674	407,940	370,620	435,000	7%
Community Development Administration	608,747	799,320	798,640	717,700	-10%
Economic Development/Comm. Dev.	4,350	75,000	75,000	0	-100%
Code Compliance	695,986	791,880	779,330	863,890	9%
Weed Abatement	137,039	156,000	156,000	156,000	0%
<b>Total Community Development</b>	<b>\$4,704,739</b>	<b>\$6,022,730</b>	<b>\$5,577,690</b>	<b>\$5,385,990</b>	<b>-11%</b>

# General Fund Summary by Department

Description	FY 2016-17 Actual	FY 2017-18 Adj Budget	FY 2017-18 Projected	FY 2018-19 Budget	% Bud 17-18 To Bud 18-19
Public Works					
Development Engineering	318,111	562,410	513,850	552,490	-2%
Engineering Inspection	307,396	305,800	265,520	310,180	1%
Traffic	553,392	1,597,090	1,421,470	499,860	-69%
Design & General Engineering	1,489,635	(34,980)	48,510	15,230	-144%
Streets Engineering	0	568,120	563,950	568,700	0%
Major Street Maintenance	1,553,745	3,905,270	3,434,120	1,096,830	-72%
Public Works Administration	218,795	497,770	530,550	666,580	34%
Emergency Planning	137,696	301,800	201,580	208,070	-31%
Traffic Signals	798,690	847,970	849,180	927,510	9%
Traffic Maintenance	377,590	403,420	403,990	418,690	4%
Maintenance Services Administration	491,065	597,820	558,840	575,210	-4%
Street Maintenance and Repair	589,983	731,720	575,330	671,460	-8%
Senior Citizen Facility	71,520	78,150	74,410	75,220	-4%
Parking Maintenance	217,374	279,320	211,690	296,600	6%
Facilities Maintenance	1,238,515	1,730,250	1,634,930	1,758,300	2%
Street Lighting	520,318	599,830	550,780	530,310	-12%
Trail Maintenance	213,944	255,850	255,860	264,920	4%
Street Median & Trees	392,022	491,480	439,480	424,500	-14%
Streetscapes	404,385	528,640	528,440	667,950	26%
Park Maintenance <sup>1</sup>	2,431,039	3,612,580	3,647,610	3,065,130	-15%
Beach Maintenance	1,165,677	3,352,470	3,275,850	799,500	-76%
Parks & Beach Maint. Admin.	748,746	959,120	838,230	792,850	-17%
<b>Total Public Works</b>	<b>\$14,239,638</b>	<b>\$22,171,900</b>	<b>\$20,824,170</b>	<b>\$15,186,090</b>	<b>-32%</b>
Marine Safety					
Operations & Rescue	1,543,446	1,498,150	1,566,530	1,732,690	16%
Prevention & Education	115,317	212,410	148,860	145,940	-31%
<b>Total Marine Safety</b>	<b>\$1,658,763</b>	<b>\$1,710,560</b>	<b>\$1,715,390</b>	<b>\$1,878,630</b>	<b>10%</b>
Beaches, Parks & Recreation (BP&R)					
Ole Hanson Beach Club (OHBC) <sup>1</sup>	437,921	197,460	165,640	116,060	-41%
Community Center	568,689	514,440	518,490	543,950	6%
Community Services	1,412,480	1,132,400	1,236,770	1,301,520	15%
Aquatics <sup>1</sup>	199,845	1,149,270	1,148,530	1,164,470	1%
VH Sports Field/SC Aquatics Facility <sup>1</sup>	1,480,024	770,760	775,500	673,870	-13%
Steed Park Operations	110,403	163,080	162,940	226,490	39%
Recreation Program/Events	486,144	625,270	555,790	531,440	-15%
Beaches, Parks & Recreation Administration	132,540	366,860	367,110	347,380	-5%
<b>Total Beaches, Parks &amp; Recreation</b>	<b>\$4,828,046</b>	<b>\$4,919,540</b>	<b>\$4,930,770</b>	<b>\$4,905,180</b>	<b>0%</b>
<b>Total:</b>	<b>\$62,034,690</b>	<b>\$75,764,870</b>	<b>\$73,362,390</b>	<b>\$71,131,170</b>	<b>-6%</b>

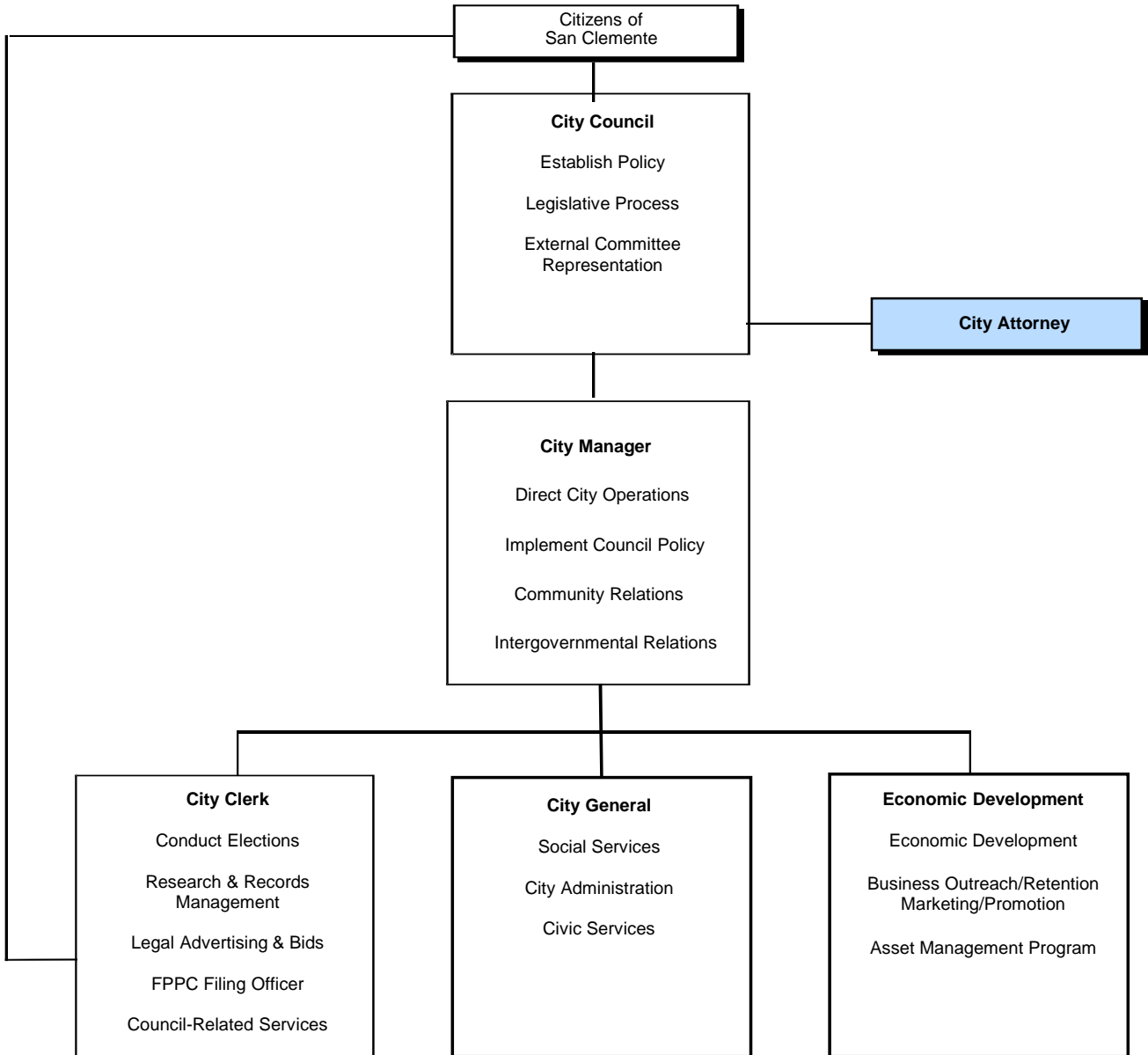
<sup>1</sup> In FY 2017-18, the Vista Hermosa Park operations was allocated between the Aquatics program, the operating of the VH Sports Field and building operations, and the actual costs related to the Park Maintenance.




# 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

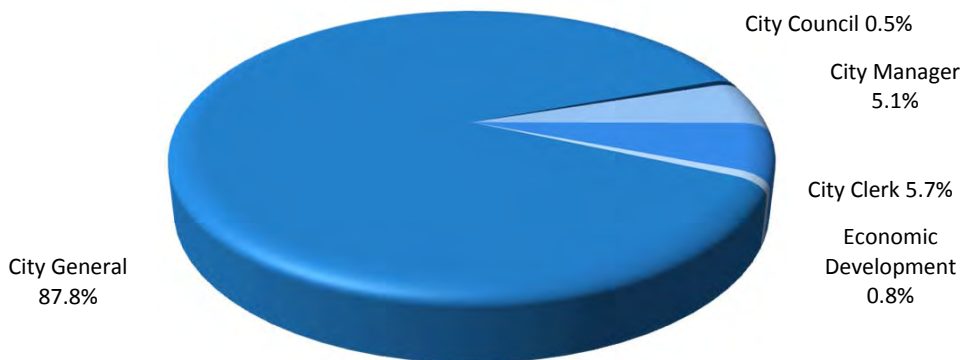
## Department Summary

Department Summary	FY 2016-17 Actual	FY 2017-18 Adj Budget	FY 2017-18 Projected	FY 2018-19 Budget	% Bud 17-18 To Bud 18-19
City Council	55,354	86,770	76,220	78,160	-10%
City Manager	642,889	649,090	662,880	724,390	12%
City General	9,056,957	11,183,580	10,840,330	12,484,900	12%
City Clerk	707,693	746,870	679,250	815,980	9%
Economic Development	100,343	119,780	107,750	108,600	-9%
<b>Total General Government Budget</b>	<b>\$10,563,236</b>	<b>\$12,786,090</b>	<b>\$12,366,430</b>	<b>\$14,212,030</b>	<b>11%</b>

Category Expenditure Summary	FY 2016-17 Actual	FY 2017-18 Adj Budget	FY 2017-18 Projected	FY 2018-19 Budget	% Bud 17-18 To Bud 18-19
Personnel	1,121,634	1,164,550	1,123,190	1,277,440	10%
Supplies	27,309	31,930	27,030	26,330	-18%
Contractual Services	1,939,347	2,900,760	2,862,050	2,568,650	-11%
Other Charges	296,162	245,950	238,890	326,150	33%
Interdepartmental Charges	1,673,570	2,168,390	2,168,390	2,191,580	1%
<b>Total Program Budget</b>	<b>5,058,022</b>	<b>6,511,580</b>	<b>6,419,550</b>	<b>6,390,150</b>	<b>-2%</b>
Transfers and Debt	5,191,124	5,192,880	4,896,880	5,321,880	2%
Capital/One-time Studies	314,090	1,081,630	1,050,000	2,500,000	131%
<b>Total General Government Budget</b>	<b>\$10,563,236</b>	<b>\$12,786,090</b>	<b>\$12,366,430</b>	<b>\$14,212,030</b>	<b>11%</b>

Personnel Summary	6.93	6.93	6.93	7.25
-------------------	------	------	------	------

### 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 2016-17 Actual</b>	<b>FY 2017-18 Adj Budget</b>	<b>FY 2017-18 Projected</b>	<b>FY 2018-19 Budget</b>	<b>% Bud 17-18 To Bud 18-19</b>
City Council	43,564	66,110	64,020	57,200	-13%
Cable Programming	11,790	20,660	12,200	20,960	1%
<b>Total City Council Budget</b>	<b>\$55,354</b>	<b>\$86,770</b>	<b>\$76,220</b>	<b>\$78,160</b>	<b>-10%</b>

<b>Category Expenditure Summary</b>	<b>FY 2016-17 Actual</b>	<b>FY 2017-18 Adj Budget</b>	<b>FY 2017-18 Projected</b>	<b>FY 2018-19 Budget</b>	<b>% Bud 17-18 To Bud 18-19</b>
Personnel	38,443	46,630	35,410	44,030	-6%
Supplies	3,934	7,250	7,920	7,550	4%
Contractual Services	1,844	7,590	7,590	6,590	-13%
Other Charges	4,293	9,690	9,690	9,690	0%
Interdepartmental Charges	6,840	15,610	15,610	10,300	-34%
<b>Total Program Budget</b>	<b>55,354</b>	<b>86,770</b>	<b>76,220</b>	<b>78,160</b>	<b>-10%</b>
Capital/One-Time Studies	0	0	0	0	0%
<b>Total City Council Budget</b>	<b>\$55,354</b>	<b>\$86,770</b>	<b>\$76,220</b>	<b>\$78,160</b>	<b>-10%</b>

<b>Personnel Summary</b>	0	0	0	0
--------------------------	---	---	---	---

(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 2016-17 Actual	FY 2017-18 Adj Budget	FY 2017-18 Projected	FY 2018-19 Budget	% Bud 17-18 To Bud 18-19
City Manager	642,889	649,090	662,880	724,390	12%
<b>Total City Manager Budget</b>	<b>\$642,889</b>	<b>\$649,090</b>	<b>\$662,880</b>	<b>\$724,390</b>	<b>12%</b>

Category Expenditure Summary	FY 2016-17 Actual	FY 2017-18 Adj Budget	FY 2017-18 Projected	FY 2018-19 Budget	% Bud 17-18 To Bud 18-19
Personnel	595,560	596,840	610,780	675,190	13%
Supplies	4,126	2,050	2,050	2,050	0%
Contractual Services	6,910	5,040	5,040	4,790	-5%
Other Charges	7,923	8,310	8,160	8,330	0%
Interdepartmental Charges	28,370	36,850	36,850	34,030	-8%
<b>Total Program Budget</b>	<b>642,889</b>	<b>649,090</b>	<b>662,880</b>	<b>724,390</b>	<b>12%</b>
Capital/One-Time Studies	0	0	0	0	0%
<b>Total City Manager Budget</b>	<b>\$642,889</b>	<b>\$649,090</b>	<b>\$662,880</b>	<b>\$724,390</b>	<b>12%</b>

<b>Personnel Summary</b>	2.68	2.68	2.68	3.00
--------------------------	------	------	------	------

### Significant Change:

\$78,350 increase in Personnel due to salary/benefit changes and staffing changes.  
Added a Management Analyst I position (1.0 FTE) and eliminated Public Information Officer position (0.68 FTE).

# 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 2016-17 Actual</b>	<b>FY 2017-18 Adj Budget</b>	<b>FY 2017-18 Projected</b>	<b>FY 2018-19 Budget</b>	<b>% Bud 17-18 To Bud 18-19</b>
Social Services	90,050	81,310	81,310	79,500	-2%
City Administration	8,966,907	11,102,270	10,759,020	12,405,400	12%
<b>Total City General Budget</b>	<b>\$9,056,957</b>	<b>\$11,183,580</b>	<b>\$10,840,330</b>	<b>\$12,484,900</b>	<b>12%</b>

<b>Category Expenditure Summary</b>	<b>FY 2016-17 Actual</b>	<b>FY 2017-18 Adj Budget</b>	<b>FY 2017-18 Projected</b>	<b>FY 2018-19 Budget</b>	<b>% Bud 17-18 To Bud 18-19</b>
Supplies	7,626	6,000	6,000	3,300	-45%
Contractual Services	1,793,248	2,669,090	2,661,580	2,391,340	-10%
Other Charges	178,899	189,700	181,590	197,880	4%
Interdepartmental Charges	1,571,970	2,044,280	2,044,280	2,070,500	1%
<b>Total Program Budget</b>	<b>3,551,743</b>	<b>4,909,070</b>	<b>4,893,450</b>	<b>4,663,020</b>	<b>-5%</b>
Transfers and Debt	5,191,124	5,192,880	4,896,880	5,321,880	2%
Capital/One-Time Studies	314,090	1,081,630	1,050,000	2,500,000	131%
<b>Total City General Budget</b>	<b>\$9,056,957</b>	<b>\$11,183,580</b>	<b>\$10,840,330</b>	<b>\$12,484,900</b>	<b>12%</b>

<b>Personnel Summary</b>	0	0	0	0	
--------------------------	---	---	---	---	--

### Significant Changes:

\$229,000 increase in Debt related to payment of the unfunded CalPERS liability for past public safety costs.

\$1.4 million increase in Capital costs related to capital projects.

Council Contingency is budgeted at \$52,000

# 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 2016-17 Actual	FY 2017-18 Adj Budget	FY 2017-18 Projected	FY 2018-19 Budget	% Bud 17-18 To Bud 18-19
Council Related Services	611,321	731,150	668,390	731,670	0%
Elections	96,372	15,720	10,860	84,310	436%
<b>Total City Clerk Budget</b>	<b>\$707,693</b>	<b>\$746,870</b>	<b>\$679,250</b>	<b>\$815,980</b>	<b>9%</b>

Category Expenditure Summary	FY 2016-17 Actual	FY 2017-18 Adj Budget	FY 2017-18 Projected	FY 2018-19 Budget	% Bud 17-18 To Bud 18-19
Personnel	487,631	521,080	477,000	558,220	7%
Supplies	11,623	16,430	10,860	13,430	-18%
Contractual Services	81,295	132,760	113,540	92,630	-30%
Other Charges	60,754	4,950	6,200	74,950	1414%
Interdepartmental Charges	66,390	71,650	71,650	76,750	7%
<b>Total Program Budget</b>	<b>707,693</b>	<b>746,870</b>	<b>679,250</b>	<b>815,980</b>	<b>9%</b>
Capital/One-Time Studies	0	0	0	0	0%
<b>Total City Clerk Budget</b>	<b>\$707,693</b>	<b>\$746,870</b>	<b>\$679,250</b>	<b>\$815,980</b>	<b>9%</b>

<b>Personnel Summary</b>	4.25	4.25	4.25	4.25
--------------------------	------	------	------	------

### Significant Changes:

\$69,000 increase in Other Charges is due to election costs

# 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

<b>Program Summary</b>	<b>FY 2016-17 Actual</b>	<b>FY 2017-18 Adj Budget</b>	<b>FY 2017-18 Projected</b>	<b>FY 2018-19 Budget</b>	<b>% Bud 17-18 To Bud 18-19</b>
Economic Development	100,343	119,780	107,750	108,600	-9%
<b>Total Economic Development Budget</b>	<b>\$100,343</b>	<b>\$119,780</b>	<b>\$107,750</b>	<b>\$108,600</b>	<b>-9%</b>

<b>Category Expenditure Summary</b>	<b>FY 2016-17 Actual</b>	<b>FY 2017-18 Adj Budget</b>	<b>FY 2017-18 Projected</b>	<b>FY 2018-19 Budget</b>	<b>% Bud 17-18 To Bud 18-19</b>
Supplies	0	200	200	0	-100%
Contractual Services	56,050	86,280	74,300	73,300	-15%
Other Charges	44,293	33,300	33,250	35,300	6%
<b>Total Program Budget</b>	<b>100,343</b>	<b>119,780</b>	<b>107,750</b>	<b>108,600</b>	<b>-9%</b>
Capital/One-Time Studies	0	0	0	0	0%
<b>Total Economic Development Budget</b>	<b>\$100,343</b>	<b>\$119,780</b>	<b>\$107,750</b>	<b>\$108,600</b>	<b>-9%</b>

<b>Personnel Summary</b>	0	0	0	0
--------------------------	---	---	---	---

**Significant Change:**

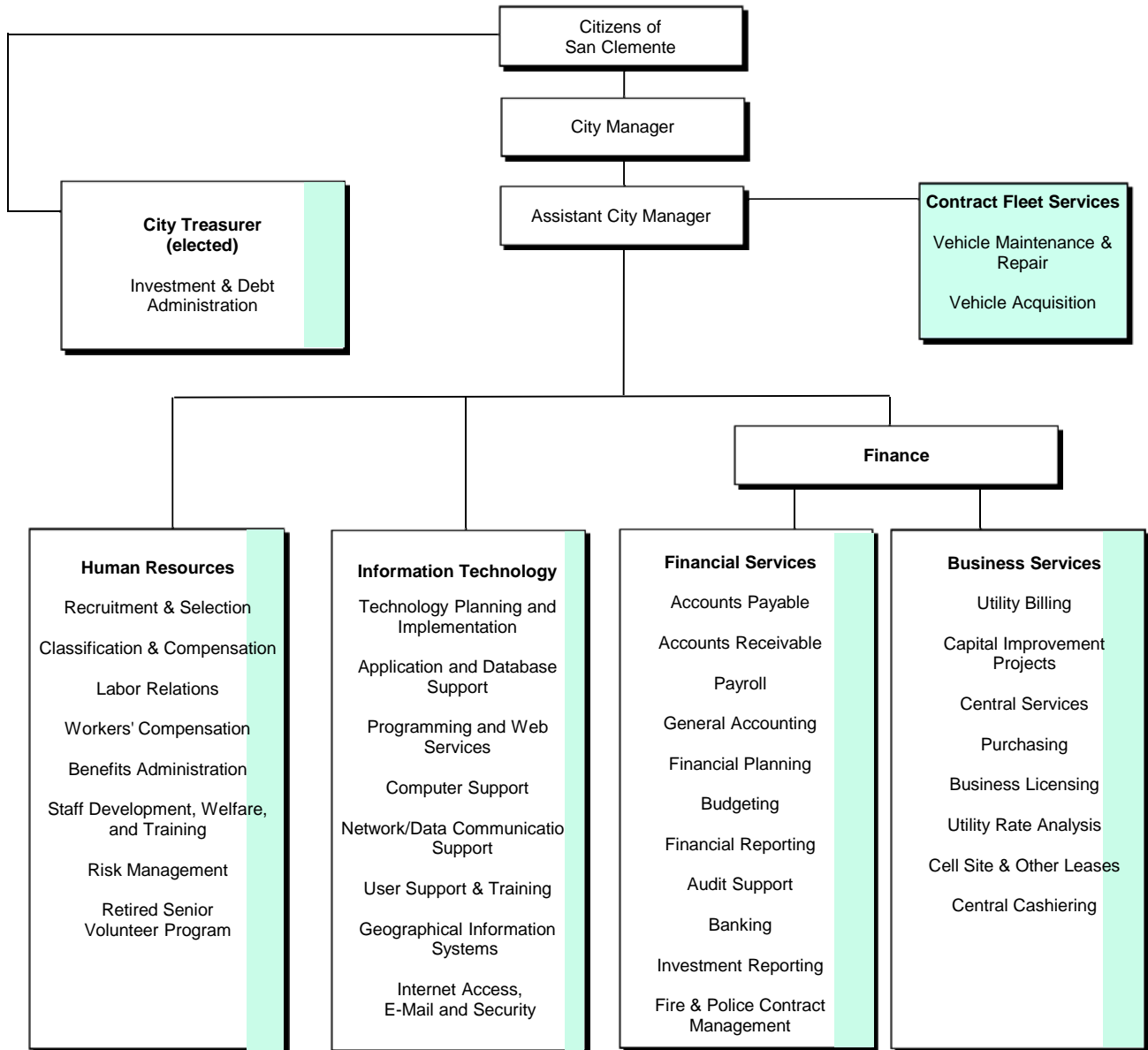
\$12,980 decrease in Contractual Services is due to other professional services




# 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

Department Summary	FY 2016-17 Actual	FY 2017-18 Adj Budget	FY 2017-18 Projected	FY 2018-19 Budget	% Bud 17-18 To Bud 18-19
F&AS - Administration	528,742	599,200	594,420	609,600	2%
Finance	2,132,238	2,416,330	2,338,440	2,348,620	-3%
Human Resources	537,623	731,100	751,410	615,400	-16%
<b>Total F&amp;AS Budget</b>	<b>\$3,198,603</b>	<b>\$3,746,630</b>	<b>\$3,684,270</b>	<b>\$3,573,620</b>	<b>-5%</b>

F&AS Expenditure by Category	FY 2016-17 Actual	FY 2017-18 Adj Budget	FY 2017-18 Projected	FY 2018-19 Budget	Budget % Change
Personnel	2,308,130	2,509,420	2,514,320	2,574,960	3%
Supplies	96,645	113,610	96,860	93,440	-18%
Contractual Services	501,344	663,880	609,340	562,960	-15%
Other Charges	50,834	51,370	55,400	63,850	24%
Interdepartmental Charges	241,650	286,550	286,550	277,160	-3%
<b>Total Program Budget</b>	<b>3,198,603</b>	<b>3,624,830</b>	<b>3,562,470</b>	<b>3,572,370</b>	<b>-1%</b>
Transfers and Debt	0	1,250	1,250	1,250	0%
Capital/One-Time Studies	0	120,550	120,550	0	-100%
<b>Total F&amp;AS Budget</b>	<b>\$3,198,603</b>	<b>\$3,746,630</b>	<b>\$3,684,270</b>	<b>\$3,573,620</b>	<b>-5%</b>

Personnel Summary	19.36	19.36	19.36	19.36

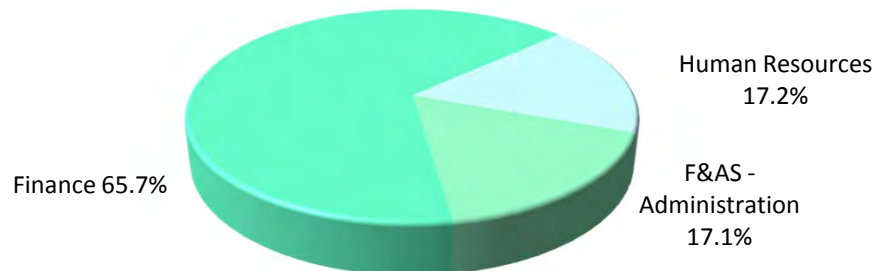
### Accomplishments for FY 2017-18

- Maintained Standard and Poor's long-term financial "AAA" rating
- Prepared an award winning Comprehensive Annual Financial Report and Annual Budget
- Transitioned all of FAS staff to the City's Negocio facility
- Established and initiated an Employee Satisfaction Survey
- Transitioned legacy retirement plan to a new third party administrator
- Implemented IVR system and on-line mobile payment platform for Utility Billing
- Upgraded Data Storage (SAN) and Network Equipment
- Upgraded Citywide Structured Cabling
- Transitioned to Recreation Management Software

### Key Initiatives for FY 2018-19

- Expand on-line Business Licence renewal process
- Complete location transition for cashiering and Utility Billing functions
- Complete the Beach Parking Impact Fee refund process
- Update Personnel Rules and HR Policies and Procedures to align with the current MOU and current practice
- Replace current telephone system with VOIP phone system
- Cable TV production and broadcast equipment upgrades
- Implement electronic 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 2016-17 Actual	FY 2017-18 Adj Budget	FY 2017-18 Projected	FY 2018-19 Budget	% Bud 17-18 To Bud 18-19
F&AS - Administration	457,034	514,920	520,610	534,220	4%
Treasurer	71,708	84,280	73,810	75,380	-11%
<b>Total F&amp;AS - Administration Budget</b>	<b>\$528,742</b>	<b>\$599,200</b>	<b>\$594,420</b>	<b>\$609,600</b>	<b>2%</b>

Expenditure by Category	FY 2016-17 Actual	FY 2017-18 Adj Budget	FY 2017-18 Projected	FY 2018-19 Budget	% Bud 17-18 To Bud 18-19
Personnel	407,919	435,380	437,360	464,120	7%
Supplies	6,122	5,080	4,580	5,080	0%
Contractual Services	70,119	106,300	95,600	77,400	-27%
Other Charges	22,402	20,070	24,510	34,320	71%
Interdepartmental Charges	22,180	32,370	32,370	28,680	-11%
<b>Total Program Budget</b>	<b>528,742</b>	<b>599,200</b>	<b>594,420</b>	<b>609,600</b>	<b>2%</b>
Capital/One-Time Studies	0	0	0	0	0%
<b>Total F&amp;AS - Administration Budget</b>	<b>\$528,742</b>	<b>\$599,200</b>	<b>\$594,420</b>	<b>\$609,600</b>	<b>2%</b>

<b>Personnel Summary</b>	2.25	2.25	2.25	2.25
--------------------------	------	------	------	------



# 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 2016-17 Actual</b>	<b>FY 2017-18 Adj Budget</b>	<b>FY 2017-18 Projected</b>	<b>FY 2018-19 Budget</b>	<b>% Bud 17-18 To Bud 18-19</b>
Finance Administration	243,098	258,270	255,690	265,100	3%
Financial Services	872,417	916,490	916,630	974,540	6%
Utility Billing & Cashiering	793,677	962,910	889,180	915,830	-5%
Business Licensing	193,022	250,240	248,350	163,550	-35%
Purchasing	30,024	28,420	28,590	29,600	4%
<b>Total Finance Budget</b>	<b>\$2,132,238</b>	<b>\$2,416,330</b>	<b>\$2,338,440</b>	<b>\$2,348,620</b>	<b>-3%</b>

<b>Expenditure by Category</b>	<b>FY 2016-17 Actual</b>	<b>FY 2017-18 Adj Budget</b>	<b>FY 2017-18 Projected</b>	<b>FY 2018-19 Budget</b>	<b>% Bud 17-18 To Bud 18-19</b>
Personnel	1,522,635	1,633,340	1,632,750	1,639,050	0%
Supplies	72,151	88,970	72,720	82,800	-7%
Contractual Services	351,492	477,980	417,340	414,130	-13%
Other Charges	4,750	6,560	6,150	6,570	0%
Interdepartmental Charges	181,210	208,230	208,230	204,820	-2%
<b>Total Program Budget</b>	<b>2,132,238</b>	<b>2,415,080</b>	<b>2,337,190</b>	<b>2,347,370</b>	<b>-3%</b>
Transfers and Debt	0	1,250	1,250	1,250	0%
Capital/One-Time Studies	0	0	0	0	0%
<b>Total Finance Budget</b>	<b>\$2,132,238</b>	<b>\$2,416,330</b>	<b>\$2,338,440</b>	<b>\$2,348,620</b>	<b>-3%</b>

<b>Personnel Summary</b>	13.61	13.61	13.61	13.61
--------------------------	-------	-------	-------	-------

# 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 2016-17 Actual	FY 2017-18 Adj Budget	FY 2017-18 Projected	FY 2018-19 Budget	% Bud 17-18 To Bud 18-19
Human Resources Admin.	523,594	701,870	705,880	592,650	-16%
Labor Relations	9,247	20,800	38,800	15,800	-24%
Employee Training	4,782	8,430	6,730	6,950	-18%
<b>Total Human Resources Budget</b>	<b>\$537,623</b>	<b>\$731,100</b>	<b>\$751,410</b>	<b>\$615,400</b>	<b>-16%</b>

Category Expenditure Summary	FY 2016-17 Actual	FY 2017-18 Adj Budget	FY 2017-18 Projected	FY 2018-19 Budget	% Bud 17-18 To Bud 18-19
Personnel	377,576	440,700	444,210	471,790	7%
Supplies	18,372	19,560	19,560	5,560	-72%
Contractual Services	79,733	79,600	96,400	71,430	-10%
Other Charges	23,682	24,740	24,740	22,960	-7%
Interdepartmental Charges	38,260	45,950	45,950	43,660	-5%
<b>Total Program Budget</b>	<b>537,623</b>	<b>610,550</b>	<b>630,860</b>	<b>615,400</b>	<b>1%</b>
Capital/One-Time Studies	0	120,550	120,550	0	-100%
<b>Total Human Resources Budget</b>	<b>\$537,623</b>	<b>\$731,100</b>	<b>\$751,410</b>	<b>\$615,400</b>	<b>-16%</b>

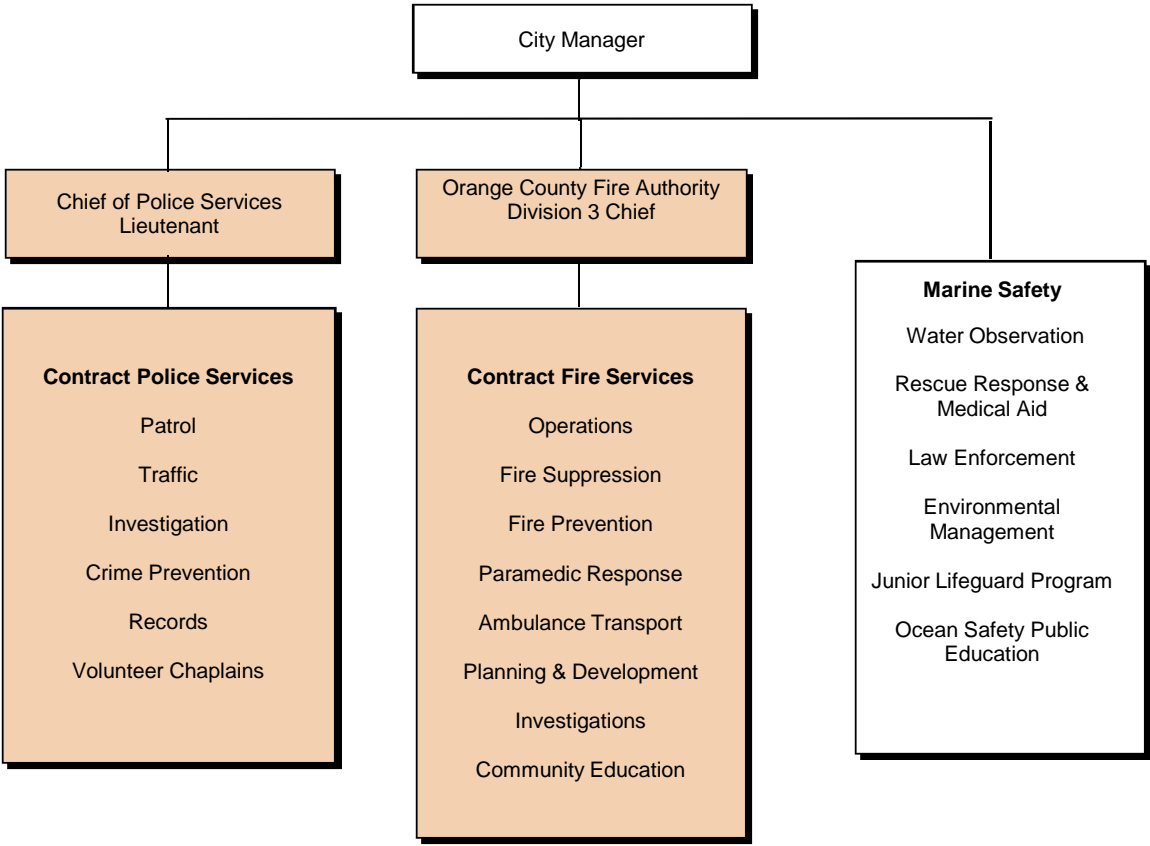
<b>Personnel Summary</b>	3.50	3.50	3.50	3.50
--------------------------	------	------	------	------



# 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 and Emergency Services are contracted through the Orange County Fire Authority. Ambulance transport services are contracted through Care Ambulance Services. Fire Services is responsible for providing fire rescue and protection, fire investigation, hazardous materials response, paramedic and ambulance transport 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 2016-17 Actual	FY 2017-18 Adj Budget	FY 2017-18 Projected	FY 2018-19 Budget	% Bud 17-18 To Bud 18-19
Police	13,867,465	14,939,270	14,959,020	16,028,160	7%
Fire	8,974,200	9,468,150	9,304,650	9,961,470	5%
Marine Safety	1,658,763	1,710,560	1,715,390	1,878,630	10%
<b>Total Public Safety</b>	<b>\$24,500,428</b>	<b>\$26,117,980</b>	<b>\$25,979,060</b>	<b>\$27,868,260</b>	<b>7%</b>

Category Expenditure Summary	FY 2016-17 Actual	FY 2017-18 Adj Budget	FY 2017-18 Projected	FY 2018-19 Budget	% Bud 17-18 To Bud 18-19
Personnel	1,441,212	1,496,230	1,502,720	1,585,810	6%
Supplies	70,639	79,700	78,350	72,550	-9%
Contractual Services	22,570,693	24,161,570	24,017,360	25,725,790	6%
Other Charges	4,894	5,850	6,000	6,000	3%
Interdepartmental Charges	412,990	374,630	374,630	465,110	24%
<b>Total Program Budget</b>	<b>24,500,428</b>	<b>26,117,980</b>	<b>25,979,060</b>	<b>27,855,260</b>	<b>7%</b>
Capital/One-Time Studies	0	0	0	13,000	100%
<b>Total Public Safety Budget</b>	<b>\$24,500,428</b>	<b>\$26,117,980</b>	<b>\$25,979,060</b>	<b>\$27,868,260</b>	<b>7%</b>

Personnel Summary	99.25	101.75	101.75	97.75
-------------------	-------	--------	--------	-------

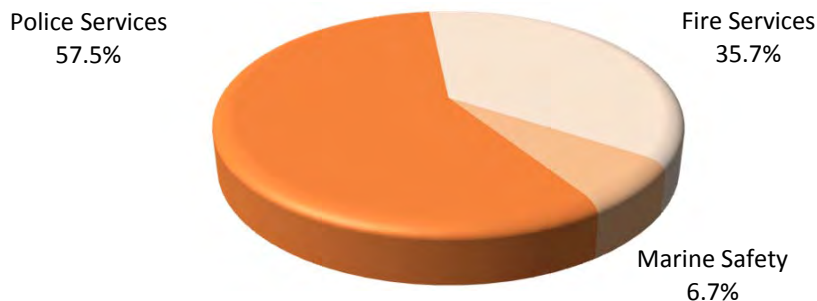
### Accomplishments for FY 2017-18

- Deployed new, compatible 800 Mhz radios into new communications system and implemented new Policing model
- Conducted meetings with the City's Public Safety Task Force to seek Public Safety recommendations
- Staffed Engine 50 with a forth firefighter/paramedic in an effort to increase ALS level service throughout the City
- Assisted in completion of the transition of ambulance services to CARE Ambulance Company
- Responded to approximately 5,250 emergency calls for help within the City and participated in 53 Community outreach events throughout the City.
- Rescued 1,531 swimmers in distress, warned 22,897 visitors of dangerous situations and performed 1,439 medical aids
- Received the United States Lifesaving's Drowning Prevention Achievement and Distinguished Safety Service awards

### Key Initiatives for FY 2018-19

- Seek technology improvements to assist with Police Services
- Implement bike and canyon patrols (not funded)
- Enhance wildfire preparedness in wildland urban interface areas of the community
- Provide Hands-Only CPR and Stop The Bleed education
- Continue to expand prevention education ocean safety programs, including : Junior Lifeguards, Neighborhood Beach Watch, and the elementary school lecture series
- Expand Junior Lifeguard scholarship opportunities for low income and 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 (OCSD).

### 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 2016-17 Actual	FY 2017-18 Adj Budget	FY 2017-18 Projected	FY 2018-19 Budget	% Bud 17-18 To Bud 18-19
Police Contract Services	13,848,560	14,917,470	14,937,470	16,007,110	7%
Local Police Services	18,905	21,800	21,550	21,050	-3%
<b>Total Police Services Budget</b>	<b>\$13,867,465</b>	<b>\$14,939,270</b>	<b>\$14,959,020</b>	<b>\$16,028,160</b>	<b>7%</b>

Category Expenditure Summary	FY 2016-17 Actual	FY 2017-18 Adj Budget	FY 2017-18 Projected	FY 2018-19 Budget	% Bud 17-18 To Bud 18-19
Supplies	13,288	14,250	14,000	14,000	-2%
Contractual Services	13,578,563	14,669,990	14,689,990	15,740,860	7%
Other Charges	4,394	5,500	5,500	5,500	0%
Interdepartmental Charges	271,220	249,530	249,530	267,800	7%
<b>Total Program Budget</b>	<b>13,867,465</b>	<b>14,939,270</b>	<b>14,959,020</b>	<b>16,028,160</b>	<b>7%</b>
Capital/One-Time Studies	0	0	0	0	0%
<b>Total Police Services Budget</b>	<b>\$13,867,465</b>	<b>\$14,939,270</b>	<b>\$14,959,020</b>	<b>\$16,028,160</b>	<b>7%</b>

<b>Personnel Summary</b>	50.00	49.50	49.50	51.50
--------------------------	-------	-------	-------	-------

### Significant Change:

OCSD Police Services contract increases by \$1.1 million to \$15.4 million in the General Fund.  
OCSD contract adds two Deputy II positions and reduces the overtime budget by \$260,000.

# 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 (OCFA) 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 2016-17 Actual	FY 2017-18 Adj Budget	FY 2017-18 Projected	FY 2018-19 Budget	% Bud 17-18 To Bud 18-19
Fire Contract Services	8,974,200	9,468,150	9,304,650	9,961,470	5%
<b>Total Fire Services Budget</b>	<b>\$8,974,200</b>	<b>\$9,468,150</b>	<b>\$9,304,650</b>	<b>\$9,961,470</b>	<b>5%</b>

Category Expenditure Summary	FY 2016-17 Actual	FY 2017-18 Adj Budget	FY 2017-18 Projected	FY 2018-19 Budget	% Bud 17-18 To Bud 18-19
Contractual Services	8,972,750	9,465,430	9,301,930	9,960,000	5%
Interdepartmental Charges	1,450	2,720	2,720	1,470	-46%
<b>Total Fire Services Budget</b>	<b>\$8,974,200</b>	<b>\$9,468,150</b>	<b>\$9,304,650</b>	<b>\$9,961,470</b>	<b>5%</b>

<b>Personnel Summary</b>	42.00	45.00	45.00	39.00
--------------------------	-------	-------	-------	-------

**Significant Change:**

OCFA total contract is \$8.8 million and includes base contract, building, and vehicle maint. & replacement.

OCFA base contract increase is 4.5% , or \$372,000.

OCFA Ambulance Services discontinued, reducing OCFA personnel.

CARE Ambulance Services contract is \$1,211,000 for 2 full-time ambulances.

# 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 2016-17 Actual</b>	<b>FY 2017-18 Adj Budget</b>	<b>FY 2017-18 Projected</b>	<b>FY 2018-19 Budget</b>	<b>% Bud 17-18 To Bud 18-19</b>
Operations Rescue	1,543,446	1,498,150	1,566,530	1,732,690	16%
Prevention and Education	115,317	212,410	148,860	145,940	-31%
<b>Total Marine Safety Budget</b>	<b>\$1,658,763</b>	<b>\$1,710,560</b>	<b>\$1,715,390</b>	<b>\$1,878,630</b>	<b>10%</b>

<b>Category Expenditure Summary</b>	<b>FY 2016-17 Actual</b>	<b>FY 2017-18 Adj Budget</b>	<b>FY 2017-18 Projected</b>	<b>FY 2018-19 Budget</b>	<b>% Bud 17-18 To Bud 18-19</b>
Personnel	1,441,212	1,496,230	1,502,720	1,585,810	6%
Supplies	57,351	65,450	64,350	58,550	-11%
Contractual Services	19,380	26,150	25,440	24,930	-5%
Other Charges	500	350	500	500	43%
Interdepartmental Charges	140,320	122,380	122,380	195,840	60%
<b>Total Program Budget</b>	<b>\$1,658,763</b>	<b>\$1,710,560</b>	<b>\$1,715,390</b>	<b>1,865,630</b>	<b>9%</b>
Capital/One-Time Studies	0	0	0	13,000	100%
<b>Total Marine Safety Budget</b>	<b>\$1,658,763</b>	<b>\$1,710,560</b>	<b>\$1,715,390</b>	<b>\$1,878,630</b>	<b>10%</b>

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

### Significant Change:

Facilities charges and fleet charges contribute to the \$73,460 increase in interdepartmental charges.

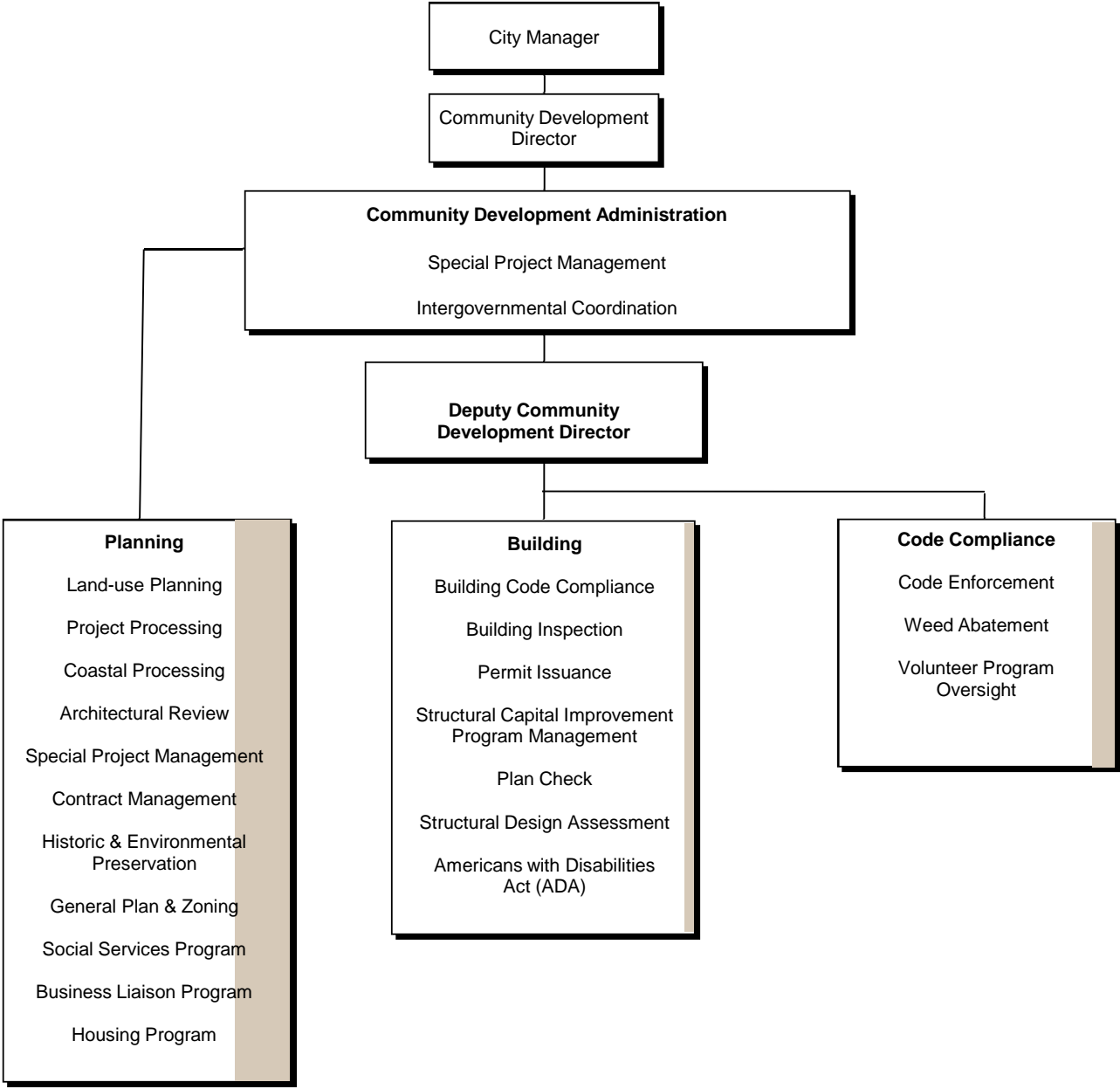




# Community Development

**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 2016-17 Actual</b>	<b>FY 2017-18 Adj Budget</b>	<b>FY 2017-18 Projected</b>	<b>FY 2018-19 Budget</b>	<b>% Bud 17-18 To Bud 18-19</b>
Community Development - Admin	613,097	874,320	873,640	717,700	-18%
Building	1,810,845	2,222,960	1,866,180	2,017,020	-9%
Planning	1,447,772	1,977,570	1,902,540	1,631,380	-18%
Code Compliance	833,025	947,880	935,330	1,019,890	8%
<b>Total Community Development Budget</b>	<b>\$4,704,739</b>	<b>\$6,022,730</b>	<b>\$5,577,690</b>	<b>\$5,385,990</b>	<b>-11%</b>

<b>Category Expenditure Summary</b>	<b>FY 2016-17 Actual</b>	<b>FY 2017-18 Adj Budget</b>	<b>FY 2017-18 Projected</b>	<b>FY 2018-19 Budget</b>	<b>% Bud 17-18 To Bud 18-19</b>
Personnel	3,076,769	3,792,950	3,637,210	4,246,810	12%
Supplies	37,686	30,730	32,700	27,980	-9%
Contractual Services	1,039,755	1,676,440	1,385,810	586,110	-65%
Other Charges	5,786	9,760	9,120	12,020	23%
Interdepartmental Charges	522,480	512,850	512,850	513,070	0%
<b>Total Program Budget</b>	<b>4,682,476</b>	<b>6,022,730</b>	<b>5,577,690</b>	<b>5,385,990</b>	<b>-11%</b>
Capital/One-Time Studies	22,263	0	0	0	0%
<b>Total Community Development Budget</b>	<b>\$4,704,739</b>	<b>\$6,022,730</b>	<b>\$5,577,690</b>	<b>\$5,385,990</b>	<b>-11%</b>

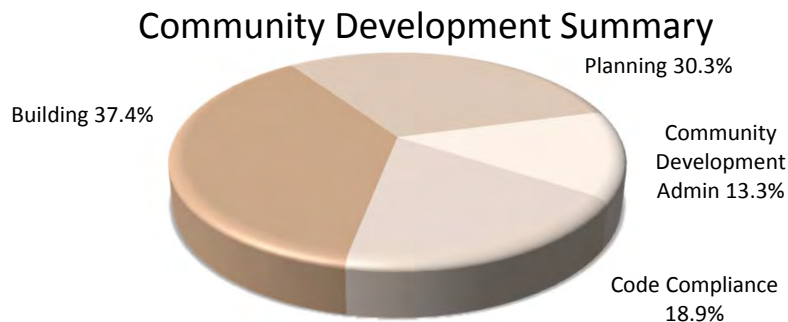
<b>Personnel Summary</b>	30.50	32.75	32.75	32.75
--------------------------	-------	-------	-------	-------

### Accomplishments for FY 2017-18

- Cross-Trained Building Division Staff for increased coverage for the public
- Implemented Proactive Inspection Model for Code Enforcement, and established geographic assignment areas
- Certification of the Housing Element and Mid-Term Housing Element Updates
- Coastal Commission Approval of Coastal Land Use Plan
- Developed Sea Level Rise Study and Vulnerability Assessment
- Entitled Miramar Theater for redevelopment
- Approved Supplemental Environment Impact Report and Sign Exception Permit for Outlets at San Clemente

### Key Initiatives for FY 2018-19

- Phase One of Electronic Plan Review and Submission
- Obtain certification of the updated Coastal Land Use Plan (LUP)
- Completion of Sea Level Rise Study and Vulnerability Assessment
- Adoption of Quality of Life Ordinances - Thrift Store Siting, Leaf Blower, Massage
- Adoption of Accessory Dwelling Unit regulations in compliance with State law
- Compilation of Census and Regional Housing Needs Assessment information
- Development of CDBG Long Term Spending Plan
- Housing Program Monitoring, including affordable housing and homelessness



# 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 2016-17 Actual</b>	<b>FY 2017-18 Adj Budget</b>	<b>FY 2017-18 Projected</b>	<b>FY 2018-19 Budget</b>	<b>% Bud 17-18 To Bud 18-19</b>
Community Development Admin	608,747	799,320	798,640	717,700	-10%
Economic Development/Comm. Dev.	4,350	75,000	75,000	0	-100%
<b>Total Community Dev Admin Budget</b>	<b>\$613,097</b>	<b>\$874,320</b>	<b>\$873,640</b>	<b>\$717,700</b>	<b>-18%</b>

<b>Category Expenditure Summary</b>	<b>FY 2016-17 Actual</b>	<b>FY 2017-18 Adj Budget</b>	<b>FY 2017-18 Projected</b>	<b>FY 2018-19 Budget</b>	<b>% Bud 17-18 To Bud 18-19</b>
Personnel	421,175	447,900	447,220	475,760	6%
Supplies	4,658	3,090	4,600	4,600	49%
Contractual Services	112,021	353,610	352,100	181,500	-49%
Other Charges	1,923	1,810	1,810	1,960	8%
Interdepartmental Charges	73,320	67,910	67,910	53,880	-21%
<b>Total Program Budget</b>	<b>613,097</b>	<b>874,320</b>	<b>873,640</b>	<b>717,700</b>	<b>-18%</b>
Capital/One-Time Studies	0	0	0	0	0%
<b>Total Community Dev Admin Budget</b>	<b>\$613,097</b>	<b>\$874,320</b>	<b>\$873,640</b>	<b>\$717,700</b>	<b>-18%</b>

<b>Personnel Summary</b>	4.00	4.00	4.00	4.00
--------------------------	------	------	------	------

**Significant Changes:**

\$172,110 decrease in Contractual Services is the result of a \$175,000 for a Trak-IT system upgrade and \$75,000 allocated for façade grants budgeted in FY 2017-18. \$75,000 added in FY 2018-19 for Mercy House.

# 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 2016-17 Actual	FY 2017-18 Adj Budget	FY 2017-18 Projected	FY 2018-19 Budget	% Bud 17-18 To Bud 18-19
Administration	1,144,875	1,397,080	1,199,040	1,273,310	-9%
Inspection	665,970	825,880	667,140	743,710	-10%
<b>Total Building Budget</b>	<b>\$1,810,845</b>	<b>\$2,222,960</b>	<b>\$1,866,180</b>	<b>\$2,017,020</b>	<b>-9%</b>

Category Expenditure Summary	FY 2016-17 Actual	FY 2017-18 Adj Budget	FY 2017-18 Projected	FY 2018-19 Budget	% Bud 17-18 To Bud 18-19
Personnel	1,309,145	1,612,850	1,482,170	1,670,580	4%
Supplies	29,986	10,240	10,240	15,040	47%
Contractual Services	282,589	405,860	179,760	149,460	-63%
Other Charges	1,665	3,310	3,310	3,310	0%
Interdepartmental Charges	187,460	190,700	190,700	178,630	-6%
<b>Total Program Budget</b>	<b>1,810,845</b>	<b>2,222,960</b>	<b>1,866,180</b>	<b>2,017,020</b>	<b>-9%</b>
Capital/One-Time Studies	0	0	0	0	0%
<b>Total Building Budget</b>	<b>\$1,810,845</b>	<b>\$2,222,960</b>	<b>\$1,866,180</b>	<b>\$2,017,020</b>	<b>-9%</b>

<b>Personnel Summary</b>	12.75	12.75	12.75	12.75
--------------------------	-------	-------	-------	-------

### Significant Changes:

Decrease of \$256,400 in Contractual Services is due to reductions in plan check contract assistance and outside inspection services.

# 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 2016-17 Actual	FY 2017-18 Adj Budget	FY 2017-18 Projected	FY 2018-19 Budget	% Bud 17-18 To Bud 18-19
<b>Program Summary</b>					
Long Range Planning	457,385	814,420	775,040	458,720	-44%
Current Planning	667,509	707,690	719,940	691,210	-2%
Commissions/Boards/Committees	28,204	47,520	36,940	46,450	-2%
Planning Administration	294,674	407,940	370,620	435,000	7%
<b>Total Planning Budget</b>	<b>\$1,447,772</b>	<b>\$1,977,570</b>	<b>\$1,902,540</b>	<b>\$1,631,380</b>	<b>-18%</b>

	FY 2016-17 Actual	FY 2017-18 Adj Budget	FY 2017-18 Projected	FY 2018-19 Budget	% Bud 17-18 To Bud 18-19
<b>Category Expenditure Summary</b>					
Personnel	916,712	1,103,470	1,092,020	1,404,020	27%
Supplies	2,721	4,550	4,550	4,050	-11%
Contractual Services	352,346	708,680	645,740	45,360	-94%
Other Charges	1,773	3,350	2,710	5,310	59%
Interdepartmental Charges	174,220	157,520	157,520	172,640	10%
<b>Total Program Budget</b>	<b>1,447,772</b>	<b>1,977,570</b>	<b>1,902,540</b>	<b>1,631,380</b>	<b>-18%</b>
Capital/One-Time Studies	0	0	0	0	0%
<b>Total Planning Budget</b>	<b>\$1,447,772</b>	<b>\$1,977,570</b>	<b>\$1,902,540</b>	<b>\$1,631,380</b>	<b>-18%</b>

<b>Personnel Summary</b>	8.75	10.00	10.00	10.00	
--------------------------	------	-------	-------	-------	--

### Significant Changes:

Decrease of \$663,320 in Contractual Services are due to the Housing Element and Local Coastal Plan projects and staffing assistance required in FY 2017-18.

# Community Development

## Code Compliance Division Summary

### Purpose Statement

To maintain a safe, healthy environment for our residents and visitors to live, work and play through assuring compliance with the City's land use, environmental and construction codes. In achieving this mission, the Code Compliance Division contributes to the long term stability of the City by protecting its economic vitality and diversity resulting in a vibrant, balanced community capable of addressing today's needs and planning for tomorrow's challenges. The Division will assure compliance by encouraging voluntary compliance and sanctioning code violators who do not comply willingly.

### Code Compliance Division Services

- Receive community concerns and complaints regarding violations of the City's Municipal Code (SCMC) and other adopted provisions related to public nuisances, zoning and land-use violations, short-term lodging, signs, commercial operations, noise, new construction and maintenance, and other various regulations.
- Investigate and resolve complaints to ensure compliance with applicable SCMC requirements.
- Provide responsive enforcement available to address complaints everyday of the year, except holidays.
- Investigate concerns related to noncompliance with City-issued permits, licenses, or other approvals.
- Review proposed projects routed through the Development Management Team process to ensure potential code enforcement issues are mitigated to the extent possible by providing comments to applicants and applying conditions of approval to discretionary project approvals.
- Proactively patrol areas suffering from repeated nuisance violations to address problems as soon as possible.
- Work as liaisons with the City's various divisions and property owners to provide the education, resources, and contacts available to maintain properties in compliance with the SCMC.
- Maintain statistical data on each case to ensure compliance and reporting capability.
- Inspect tenant housing complaints for substandard conditions and illegal dwelling units.
- Manage and implement the Volunteer Code Compliance program.
- Manage and implement the City's annual Weed Abatement Program.
- Work with the City Attorney's and Prosecutor's offices to assist in City litigation related to municipal code violations.

	FY 2016-17 Actual	FY 2017-18 Adj Budget	FY 2017-18 Projected	FY 2018-19 Budget	% Bud 17-18 To Bud 18-19
<b>Program Summary</b>					
Code Compliance	695,986	791,880	779,330	863,890	9%
Weed Abatement	137,039	156,000	156,000	156,000	0%
<b>Total Code Compliance Budget</b>	<b>\$833,025</b>	<b>\$947,880</b>	<b>\$935,330</b>	<b>\$1,019,890</b>	<b>8%</b>

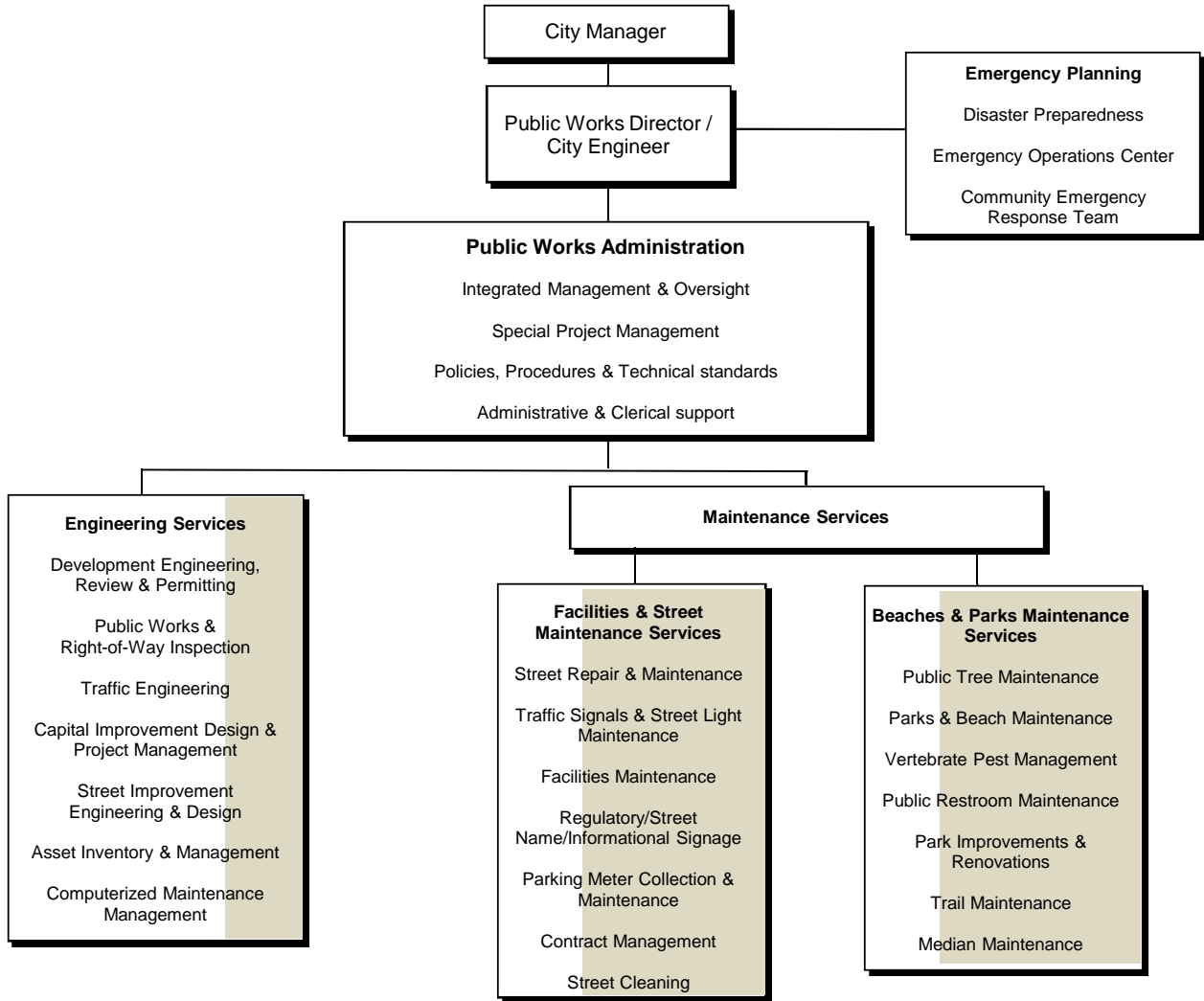
	FY 2016-17 Actual	FY 2017-18 Adj Budget	FY 2017-18 Projected	FY 2018-19 Budget	% Bud 17-18 To Bud 18-19
<b>Category Expenditure Summary</b>					
Personnel	429,737	628,730	615,800	696,450	11%
Supplies	321	12,850	13,310	4,290	-67%
Contractual Services	292,799	208,290	208,210	209,790	1%
Other Charges	425	1,290	1,290	1,440	12%
Interdepartmental Charges	87,480	96,720	96,720	107,920	12%
<b>Total Program Budget</b>	<b>810,762</b>	<b>947,880</b>	<b>935,330</b>	<b>1,019,890</b>	<b>8%</b>
Capital/One-Time Studies	22,263	0	0	0	0%
<b>Total Code Compliance Budget</b>	<b>\$833,025</b>	<b>\$947,880</b>	<b>\$935,330</b>	<b>\$1,019,890</b>	<b>8%</b>

<b>Personnel Summary</b>	5.00	6.00	6.00	6.00	
--------------------------	------	------	------	------	--

# Public Works

## Department Overview:

The Public Works Department consists of the Transportation Engineering, Facilities and Beaches/Parks Maintenance, Capital Projects Design, Development Engineering and Public Works Inspection, and Emergency Planning Divisions. The department is responsible for emergency preparedness, review and inspection of development projects, and operating and maintaining City infrastructure such as City buildings, beaches, parks, sports facilities, streets, traffic signals and street lighting, and trails.



*Shading indicates contracted services*



# Public Works

## Department Summary

Department Summary	FY 2016-17 Actual	FY 2017-18 Adj Budget	FY 2017-18 Projected	FY 2018-19 Budget	% Bud 17-18 To Bud 18-19
Public Works Admin.	356,491	799,570	732,130	874,650	9%
Engineering	4,222,279	6,903,710	6,247,420	3,043,290	-56%
City Maintenance Services	4,305,055	5,268,480	4,859,150	5,253,300	0%
Beaches/Parks Maintenance	5,355,813	9,200,140	8,985,470	6,014,850	-35%
<b>Total Public Works Budget</b>	<b>\$14,239,638</b>	<b>\$22,171,900</b>	<b>\$20,824,170</b>	<b>\$15,186,090</b>	<b>-32%</b>

Category Expenditure Summary	FY 2016-17 Actual	FY 2017-18 Adj Budget	FY 2017-18 Projected	FY 2018-19 Budget	% Bud 17-18 To Bud 18-19
Personnel	5,728,771	6,055,380	5,487,760	6,349,430	5%
Supplies	592,704	799,240	701,560	696,320	-13%
Contractual Services	3,905,241	6,416,110	6,243,430	5,199,950	-19%
Other Charges	28,536	18,650	19,810	13,180	-29%
Interdepartmental Charges	1,005,142	1,036,390	1,034,990	1,076,210	4%
<b>Total Program Budget</b>	<b>11,260,394</b>	<b>14,325,770</b>	<b>13,487,550</b>	<b>13,335,090</b>	<b>-7%</b>
Capital/One-Time Studies	2,979,244	7,846,130	7,336,620	1,851,000	-76%
<b>Total Public Works Budget</b>	<b>\$14,239,638</b>	<b>\$22,171,900</b>	<b>\$20,824,170</b>	<b>\$15,186,090</b>	<b>-32%</b>

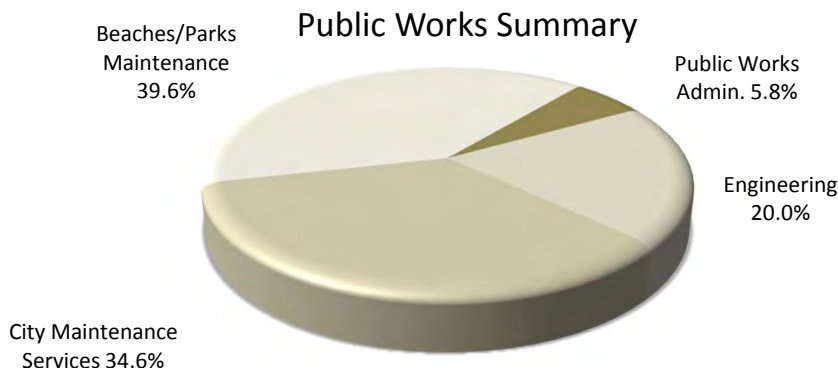
<b>Personnel Summary</b>	48.40	47.40	47.40	47.80
--------------------------	-------	-------	-------	-------

### Accomplishments for FY 2017-18

- Complete the N. ECR Bike/Pedestrian Path, Camino Del Rio roundabouts, and Concordia Safe Routes to Schools projects.
- Completed second phase of LED streetlight replacements
- Completed successful first year of summer SC Trolley operation
- The "SCRides with Lyft" rideshare program launched including Wheelchair Accessible Vehicle and Call Center options.
- Completed construction of Pier Rehabilitation and T-Street Pedestrian Overpass Rehabilitation
- Refurbished all 9 parking pay stations City-wide.
- Started an updated pool maintenance program with reduced chemical use and costs by 83%.

### Key Initiatives for FY 2018-19

- Replace Rancho San Clemente playground equipment
- Complete Marine Safety Building structural repair
- Construct Shorecliffs Safe Routes to School project; new restroom building at Bonito Canyon and Vista Bahia Parks; and Camino Vera Cruz signal synchronization improvements
- Complete the design of Class I Pedestrian Pathway along Ave Pico from Camino Vera Cruz to Presidio and Class II Bicycle lanes on Ave Pico between I-5 and Calle Frontera
- Complete the design and construction of the Camino Vera Cruz and Costa Intersection Control Improvements
- Complete construction of 910 Calle Negocio Building Remodel
- 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 the public in accordance with federal, state, and local regulations.

## 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.
- Provide administrative and records management support.
- Develop and implement emergency response operating plans and conduct related readiness training.

<b>Program Summary</b>	<b>FY 2016-17 Actual</b>	<b>FY 2017-18 Adj Budget</b>	<b>FY 2017-18 Projected</b>	<b>FY 2018-19 Budget</b>	<b>% Bud 17-18 To Bud 18-19</b>
Public Works Admin.	218,795	497,770	530,550	666,580	34%
Emergency Planning	137,696	301,800	201,580	208,070	-31%
<b>Total Public Works Admin Budget</b>	<b>\$356,491</b>	<b>\$799,570</b>	<b>\$732,130</b>	<b>\$874,650</b>	<b>9%</b>

<b>Category Expenditure Summary</b>	<b>FY 2016-17 Actual</b>	<b>FY 2017-18 Adj Budget</b>	<b>FY 2017-18 Projected</b>	<b>FY 2018-19 Budget</b>	<b>% Bud 17-18 To Bud 18-19</b>
Personnel	267,599	654,210	604,880	727,590	11%
Supplies	5,590	10,800	8,400	9,000	-17%
Contractual Services	12,490	34,840	19,680	45,280	30%
Other Charges	2,732	9,610	9,060	5,710	-41%
Interdepartmental Charges	68,080	90,110	90,110	87,070	-3%
<b>Total Program Budget</b>	<b>356,491</b>	<b>799,570</b>	<b>732,130</b>	<b>874,650</b>	<b>9%</b>
Capital/One-Time Studies	0	0	0	0	0%
<b>Total Public Works Admin Budget</b>	<b>\$356,491</b>	<b>\$799,570</b>	<b>\$732,130</b>	<b>\$874,650</b>	<b>9%</b>

<b>Personnel Summary</b>	2.00	3.00	3.00	5.50
--------------------------	------	------	------	------

## Significant Changes:

\$73,380 increase in Personnel includes salary/benefit changes and staffing changes.

Moved 2.1 FTE from Emergency Services and 0.4 FTE from Clean Ocean to Public Works Administration.

# 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 2016-17 Actual</b>	<b>FY 2017-18 Adj Budget</b>	<b>FY 2017-18 Projected</b>	<b>FY 2018-19 Budget</b>	<b>% Bud 17-18 To Bud 18-19</b>
Development Engineering	318,111	562,410	513,850	552,490	-2%
Inspection	307,396	305,800	265,520	310,180	1%
Traffic	553,392	1,597,090	1,421,470	499,860	-69%
Design & Development	1,489,635	-34,980	48,510	15,230	-144%
Streets Engineering	0	568,120	563,950	568,700	0%
Major Street Maintenance	1,553,745	3,905,270	3,434,120	1,096,830	-72%
<b>Total Engineering Budget</b>	<b>\$4,222,279</b>	<b>\$6,903,710</b>	<b>\$6,247,420</b>	<b>\$3,043,290</b>	<b>-56%</b>

<b>Category Expenditure Summary</b>	<b>FY 2016-17 Actual</b>	<b>FY 2017-18 Adj Budget</b>	<b>FY 2017-18 Projected</b>	<b>FY 2018-19 Budget</b>	<b>% Bud 17-18 To Bud 18-19</b>
Personnel	3,015,243	2,554,650	2,383,270	2,785,360	9%
Supplies	8,910	15,450	11,670	8,500	-45%
Contractual Services	-865,301	322,560	298,360	-796,590	-347%
Other Charges	5,272	1,900	3,860	980	-48%
Interdepartmental Charges	112,106	108,480	108,480	94,040	-13%
<b>Total Program Budget</b>	<b>2,276,230</b>	<b>3,003,040</b>	<b>2,805,640</b>	<b>2,092,290</b>	<b>-30%</b>
Capital/One-Time Studies	1,946,049	3,900,670	3,441,780	951,000	-76%
<b>Total Engineering Budget</b>	<b>\$4,222,279</b>	<b>\$6,903,710</b>	<b>\$6,247,420</b>	<b>\$3,043,290</b>	<b>-56%</b>

<b>Personnel Summary</b>	21.10	19.10	19.10	17.00

### Significant Changes:

\$1.2 million decrease in Contractual Services is mostly a result of the SCRides transportation assistant program budgeted in FY 2017-18.

\$2.8 million decrease in capital costs related to various one-time projects.

Moved 2.1 FTE to Public Works Administration

# 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 2016-17 Actual	FY 2017-18 Adj Budget	FY 2017-18 Projected	FY 2018-19 Budget	% Bud 17-18 To Bud 18-19
Traffic Signals	798,690	847,970	849,180	927,510	9%
Traffic Maintenance	377,590	403,420	403,990	418,690	4%
Maintenance Services Admin.	491,065	597,820	558,840	575,210	-4%
Street Maintenance & Repair	589,983	731,720	575,330	671,460	-8%
Senior Center Facility	71,520	78,150	74,410	75,220	-4%
Parking Maintenance	217,374	279,320	211,690	296,600	6%
Facilities Maintenance	1,238,515	1,730,250	1,634,930	1,758,300	2%
Street Lighting	520,318	599,830	550,780	530,310	-12%
<b>Total City Maintenance Services Budget</b>	<b>\$4,305,055</b>	<b>\$5,268,480</b>	<b>\$4,859,150</b>	<b>\$5,253,300</b>	<b>0%</b>

Category Expenditure Summary	FY 2016-17 Actual	FY 2017-18 Adj Budget	FY 2017-18 Projected	FY 2018-19 Budget	% Bud 17-18 To Bud 18-19
Personnel	1,893,750	2,184,850	1,935,860	2,292,840	5%
Supplies	315,192	443,090	351,590	356,420	-20%
Contractual Services	1,274,637	1,754,480	1,724,890	1,740,150	-1%
Other Charges	20,342	6,540	6,290	5,890	-10%
Interdepartmental Charges	574,856	590,520	590,520	608,000	3%
<b>Total Program Budget</b>	<b>4,078,777</b>	<b>4,979,480</b>	<b>4,609,150</b>	<b>5,003,300</b>	<b>0%</b>
Capital/One-Time Studies	226,278	289,000	250,000	250,000	-13%
<b>Total City Maintenance Services Budget</b>	<b>\$4,305,055</b>	<b>\$5,268,480</b>	<b>\$4,859,150</b>	<b>\$5,253,300</b>	<b>0%</b>

<b>Personnel Summary</b>	19.30	19.30	19.30	20.30
--------------------------	-------	-------	-------	-------

### Significant Changes:

Personnel increases \$107,990 due to salary/benefit changes and staffing changes.

Supplies costs decrease by \$86,670 due to decreases in street materials and other maintenance supplies.

# 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 2016-17 Actual</b>	<b>FY 2017-18 Adj Budget</b>	<b>FY 2017-18 Projected</b>	<b>FY 2018-19 Budget</b>	<b>% Bud 17-18 To Bud 18-19</b>
Trail Maintenance	213,944	255,850	255,860	264,920	4%
Street Median & Trees	392,022	491,480	439,480	424,500	-14%
Streetscapes	404,385	528,640	528,440	667,950	26%
Park Maintenance	2,431,039	3,612,580	3,647,610	3,065,130	-15%
Beach Maintenance	1,165,677	3,352,470	3,275,850	799,500	-76%
Parks & Beach Maint. Administration	748,746	959,120	838,230	792,850	-17%
<b>Total Beaches/Parks Maint. Budget</b>	<b>\$5,355,813</b>	<b>\$9,200,140</b>	<b>\$8,985,470</b>	<b>\$6,014,850</b>	<b>-35%</b>

<b>Category Expenditure Summary</b>	<b>FY 2016-17 Actual</b>	<b>FY 2017-18 Adj Budget</b>	<b>FY 2017-18 Projected</b>	<b>FY 2018-19 Budget</b>	<b>% Bud 17-18 To Bud 18-19</b>
Personnel	552,179	661,670	563,750	543,640	-18%
Supplies	263,012	329,900	329,900	322,400	-2%
Contractual Services	3,483,415	4,304,230	4,200,500	4,211,110	-2%
Other Charges	190	600	600	600	0%
Interdepartmental Charges	250,100	247,280	245,880	287,100	16%
<b>Total Program Budget</b>	<b>4,548,896</b>	<b>5,543,680</b>	<b>5,340,630</b>	<b>5,364,850</b>	<b>-3%</b>
Capital/One-Time Studies	806,917	3,656,460	3,644,840	650,000	-82%
<b>Total Beaches/Parks Maint. Budget</b>	<b>\$5,355,813</b>	<b>\$9,200,140</b>	<b>\$8,985,470</b>	<b>\$6,014,850</b>	<b>-35%</b>

<b>Personnel Summary</b>	6.00	6.00	6.00	5.00
--------------------------	------	------	------	------

### Significant Changes:

Vista Hermosa and Steed Park maintenance costs were combined with the Park Maintenance program.

Personnel decreases \$118,030 due to salary/benefit changes and staffing changes.

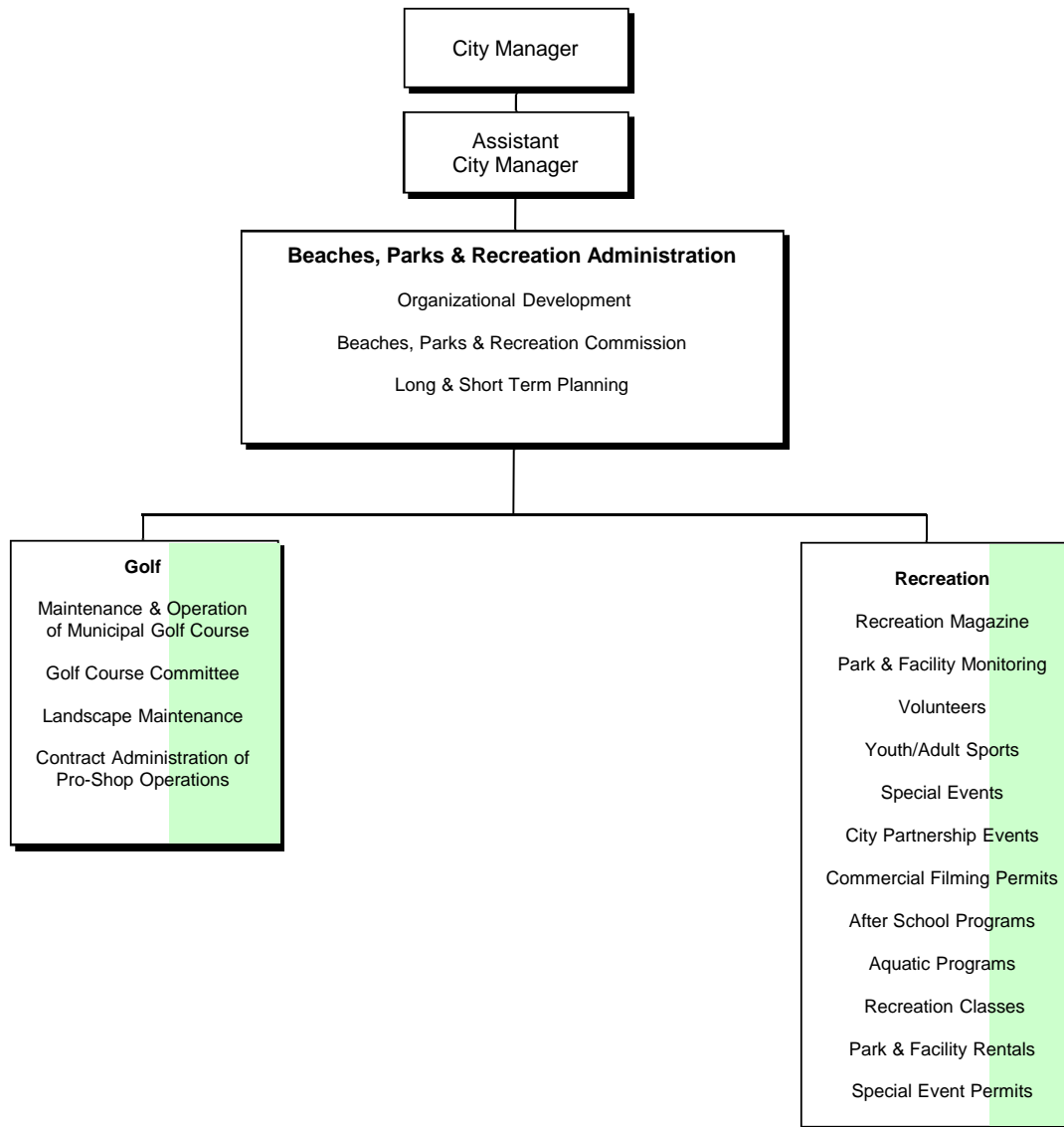
\$3.0 million decrease in capital and one time studies is due to various one-time projects.

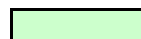
\$39,820 increase in Interdepartmental charges is the result of park asset replacement charges.

# 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

Department Summary	FY 2016-17 Actual	FY 2017-18 Adj Budget	FY 2017-18 Projected	FY 2018-19 Budget	% Bud 17-18 To Bud 18-19
Beaches, Parks & Rec. Admin.	132,540	366,860	367,110	347,380	-5%
Recreation	4,695,506	4,552,680	4,563,660	4,557,800	0%
<b>Total Beaches, Parks &amp; Rec. Budget</b>	<b>\$4,828,046</b>	<b>\$4,919,540</b>	<b>\$4,930,770</b>	<b>\$4,905,180</b>	<b>0%</b>

Category Expenditure Summary	FY 2016-17 Actual	FY 2017-18 Adj Budget	FY 2017-18 Projected	FY 2018-19 Budget	% Bud 17-18 To Bud 18-19
Personnel	2,320,795	2,644,880	2,706,300	2,802,000	6%
Supplies	279,961	282,080	283,480	247,580	-12%
Contractual Services	639,972	701,680	686,130	667,330	-5%
Other Charges	841,259	831,400	808,600	781,090	-6%
Interdepartmental Charges	382,820	434,500	434,500	407,180	-6%
<b>Total Program Budget</b>	<b>4,464,807</b>	<b>4,894,540</b>	<b>4,919,010</b>	<b>4,905,180</b>	<b>0%</b>
Capital/One-Time Studies	363,239	25,000	11,760	0	-100%
<b>Total Beaches, Parks &amp; Rec. Budget</b>	<b>\$4,828,046</b>	<b>\$4,919,540</b>	<b>\$4,930,770</b>	<b>\$4,905,180</b>	<b>0%</b>

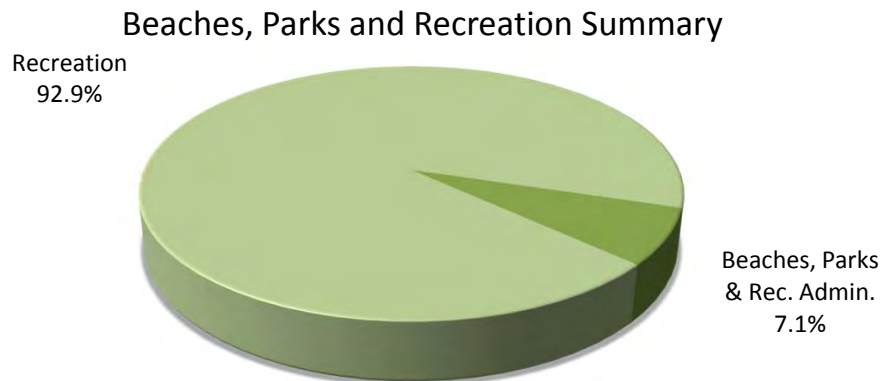
Personnel Summary	18.25	18.50	18.50	18.50

### Accomplishments for FY 2017-18

- Implemented pool and aquatic operations the Ole Hanson Beach Club
- Completed the Beaches, Parks & Recreation Master Plan update, relevant for 15 years
- Hosted and celebrated the City's 90th Anniversary at San Clemente Day
- Managed 52 City and partnered community events, including additional movies and concerts
- Initiated overnight locking of public restrooms
- Renewed 60 recreation and aquatics instructor contracts and added 13 additional new contractors
- Establish an additional set of tees at a significantly reduced yardage for beginning golfers
- Completed transition to new registration software
- Developed and executed North Beach Farmer's Market events

### Key Initiatives for FY 2018-19

- Initiate first phases of the 2018 Beaches, Parks & Recreation Master Plan
- Continue to manage Recreation Division organizational structure to align with expanded operations and services
- Revise and/or updated policies related to fee waivers and partnership agreements, including sport partners, community partners and event partners
- Manage expanded event programming
- Assist with the improvements of the cart paths on the municipal golf course



# 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 2016-17 Actual	FY 2017-18 Adj Budget	FY 2017-18 Projected	FY 2018-19 Budget	% Bud 17-18 To Bud 18-19
<b>Program Summary</b>					
Beaches, Parks & Rec. Admin.	132,540	366,860	367,110	347,380	-5%
<b>Total BP&amp;R Administration Budget</b>	<b>\$132,540</b>	<b>\$366,860</b>	<b>\$367,110</b>	<b>\$347,380</b>	<b>-5%</b>

	FY 2016-17 Actual	FY 2017-18 Adj Budget	FY 2017-18 Projected	FY 2018-19 Budget	% Bud 17-18 To Bud 18-19
<b>Category Expenditure Summary</b>					
Personnel	111,584	265,970	265,570	280,480	5%
Supplies	6,446	10,480	10,480	10,480	0%
Contractual Services	447	43,900	44,550	4,650	-89%
Other Charges	2,053	2,300	2,300	2,400	4%
Interdepartmental Charges	12,010	44,210	44,210	49,370	12%
<b>Total Program Budget</b>	<b>132,540</b>	<b>366,860</b>	<b>367,110</b>	<b>347,380</b>	<b>-5%</b>
Capital/One-Time Studies	0	0	0	0	0%
<b>Total BP&amp;R Administration Budget</b>	<b>\$132,540</b>	<b>\$366,860</b>	<b>\$367,110</b>	<b>\$347,380</b>	<b>-5%</b>

<b>Personnel Summary</b>	4.00	2.00	2.00	2.00
--------------------------	------	------	------	------

### Significant Change:

Decrease of \$39,250 in Contractual Services Is the result of the Recreation One software implementation.



# 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.

Program Summary	FY 2016-17	FY 2017-18	FY 2017-18	FY 2018-19	% Bud 17-18
	Actual	Adj Budget	Projected	Budget	To Bud 18-19
Ole Hanson Beach Club (OHBC)	437,921	197,460	165,640	116,060	-41%
Community Center	568,689	514,440	518,490	543,950	6%
Community Services	1,412,480	1,132,400	1,236,770	1,301,520	15%
Aquatics	199,845	1,149,270	1,148,530	1,164,470	1%
VH Sports Field/SC Aquatics Facility	1,480,024	770,760	775,500	673,870	-13%
Steed Park Operations	110,403	163,080	162,940	226,490	39%
Recreation Programs/Events	486,144	625,270	555,790	531,440	-15%
<b>Total Recreation Budget</b>	<b>\$4,695,506</b>	<b>\$4,552,680</b>	<b>\$4,563,660</b>	<b>\$4,557,800</b>	<b>0%</b>

Category Expenditure Summary	FY 2016-17	FY 2017-18	FY 2017-18	FY 2018-19	% Bud 17-18
	Actual	Adj Budget	Projected	Budget	To Bud 18-19
Personnel	2,209,211	2,378,910	2,440,730	2,521,520	6%
Supplies	273,515	271,600	273,000	237,100	-13%
Contractual Services	639,525	657,780	641,580	662,680	1%
Other Charges	839,206	829,100	806,300	778,690	-6%
Interdepartmental Charges	370,810	390,290	390,290	357,810	-8%
<b>Total Program Budget</b>	<b>4,332,267</b>	<b>4,527,680</b>	<b>4,551,900</b>	<b>4,557,800</b>	<b>1%</b>
Capital/One-Time Studies	363,239	25,000	11,760	0	-100%
<b>Total Recreation Budget</b>	<b>\$4,695,506</b>	<b>\$4,552,680</b>	<b>\$4,563,660</b>	<b>\$4,557,800</b>	<b>0%</b>

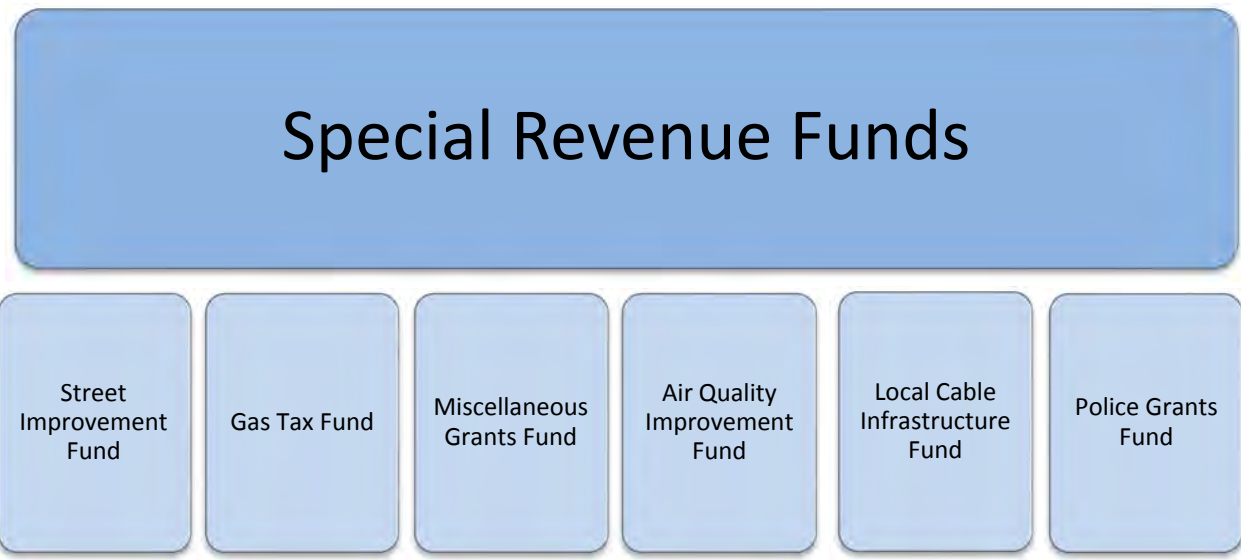
<b>Personnel Summary</b>	14.25	16.50	16.50	16.50
--------------------------	-------	-------	-------	-------

### Significant Changes:

Personnel costs increase by \$142,610 due to salary/benefit changes and staffing changes, including reduced hours at Ole Hanson Beach Club.

Decrease in supplies budget of \$34,500 is due to the opening costs of the OHBC in the prior year.

**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 2019 include Measure M2 revenues in the amount of \$986,320, investment earnings of \$110,000 and transfers from other funds of \$986,320. Expenditures include capital improvements of \$1.4 million for street improvement program project, \$690,000 for Alley Pavement Rehabilitation and \$350,000 for sidewalk repair &

**Fund Balance:** Fund balance will be \$2.3 million at the end of FY 2018-19.

Description	FY 2016-17 Actual	FY 2017-18 Adj Budget	FY 2017-18 Projected	FY 2018-19 Budget	% Budget 17-18 To Budget 18-19
<b>Beginning Balance</b>	<b>\$7,501,196</b>	<b>\$9,229,280</b>	<b>\$9,229,280</b>	<b>\$3,352,980</b>	<b>-64%</b>
<b>Revenues:</b>					
Street Improvement Assessments	596	0	0	0	0%
Penalties on Delinquent Taxes	200	0	0	0	0%
Measure M2 Apportionment	927,806	937,300	937,300	986,320	5%
Investment Earnings	33,143	50,000	100,000	110,000	120%
Miscellaneous Income	232,017	0	0	0	0%
Transfer from General Fund	756,290	756,290	756,290	756,290	0%
Transfer from Sewer Depreciation	0	100,000	100,000	100,000	0%
Transfer from Water Depreciation	0	100,000	100,000	100,000	0%
<b>Total Revenues</b>	<b>1,950,052</b>	<b>1,943,590</b>	<b>1,993,590</b>	<b>2,052,610</b>	<b>6%</b>
<b>Expenditures:</b>					
Contractual Services	148,985	645,680	680,680	625,000	-3%
Capital Improvements*	56,088	6,718,680	6,485,050	2,440,000	-64%
Interdepartmental Charges	16,900	16,160	16,160	35,960	123%
Interfund Transfers	0	688,000	688,000	0	-100%
<b>Total Expenditures</b>	<b>221,973</b>	<b>8,068,520</b>	<b>7,869,890</b>	<b>3,100,960</b>	<b>-62%</b>
<b>Ending Balance</b>	<b>\$9,229,275</b>	<b>\$3,104,350</b>	<b>\$3,352,980</b>	<b>\$2,304,630</b>	<b>-26%</b>

# Street Improvement Fund

<b>*Detail of Capital Improvements:</b>	<b>FY 2016-17 Actual</b>	<b>FY 2017-18 Adj Budget</b>	<b>FY 2017-18 Projected</b>	<b>FY 2018-19 Budget</b>	<b>% Budget 17-18 To Budget 18-19</b>
Pavement Core Drilling	0	9,700	9,700	0	-100%
Calle De Los Molinos	-14,593	0	0	0	0%
Calle Valle	-2,762	0	0	0	0%
Via Pico Plaza Rehabilitation	0	114,040	114,040	0	-100%
Ave Presidio Rehabilitation - Phase II	12,426	366,320	366,320	0	-100%
Avenida De La Estrella	43,680	65,630	0	0	-100%
Avenida Navarro	0	310,000	310,000	0	-100%
Calle Los Molinos	406	503,920	503,920	0	-100%
Ave Palizada	1,570	154,430	154,430	0	-100%
Ave Presidio	3,032	796,970	796,970	0	-100%
Ave Vaquero	11,652	738,350	738,350	0	-100%
S. La Esperanza	542	459,460	459,460	0	-100%
Via Alegre	0	337,000	0	0	-100%
Via Cascadita	135	357,860	357,860	0	-100%
Via Montego	0	205,000	0	0	-100%
Alley Pavement Rehabilitation	0	300,000	674,000	690,000	130%
Sidewalk Repair & Improvements	0	0	0	350,000	100%
Street Improvement Program	0	2,000,000	2,000,000	1,400,000	-30%
<b>Total Capital Improvements</b>	<b>\$56,088</b>	<b>\$6,718,680</b>	<b>\$6,485,050</b>	<b>\$2,440,000</b>	<b>-64%</b>

# Gas Tax Funds

## 011-864/012-861/013-802

**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), Traffic Congestion Relief, and Road Maintenance and Rehabilitation Account (2031) 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. Four projects, totaling \$2.9 million including \$1,300,000 for Arterial Street Pavement Maintenance, \$1,500,000 for Camino De Los Mares Rehabilitation I-5 to Vaquero, \$30,000 for Downtown Audible Traffic Signal Heads, and \$30,000 for Calle Industrias Street Rehabilitation are scheduled for FY 2018-19. Transfers include \$473,820 to the General Fund and \$500,000 between Gas Tax Funds.

**Fund Balance:** Fund balance is budgeted to be \$1.1 million at the end of FY 2018-19.

Description	FY 2016-17 Actual	FY 2017-18 Adj Budget	FY 2017-18 Projected	FY 2018-19 Budget	% Budget 17-18 To Budget 18-19
<b>Beginning Balance</b>	<b>\$6,724,203</b>	<b>\$4,640,620</b>	<b>\$4,640,620</b>	<b>\$1,080,380</b>	<b>-77%</b>
<b>Revenues:</b>					
2103 Motor Vehicle Fuel Tax	176,811	265,230	262,700	505,800	91%
2105 Apportionment (Prop. 111)	372,225	385,030	382,200	379,800	-1%
2106 Apportionment	243,957	237,350	247,200	245,700	4%
2107 Apportionment	471,921	497,410	471,200	471,200	-5%
2107.5 Apportionment	7,500	7,500	7,500	7,500	0%
2031 Apportionment	0	374,000	376,000	1,595,000	326%
Measure M Grant	0	395,000	395,000	0	-100%
OCTA Senior Transportation	71,704	72,980	71,000	72,980	0%
Investment Earnings	21,884	60,300	50,500	55,500	-8%
Other Federal Grants	34,600	1,091,250	794,110	0	-100%
Other State Grants	0	76,000	75,000	75,000	-1%
Miscellaneous Revenues	78	0	0	0	0%
Transfer from General Fund	14,590	14,590	14,590	14,590	0%
Transfer from Other Funds	0	1,000,000	1,000,000	585,000	-42%
<b>Total Revenues</b>	<b>1,415,270</b>	<b>4,476,640</b>	<b>4,147,000</b>	<b>4,008,070</b>	<b>-10%</b>
<b>Expenditures:</b>					
Contractual Services	6,077	50,000	25,000	50,000	0%
Other Charges	66,347	101,740	70,000	72,980	-28%
Capital Improvements*	2,926,674	7,151,220	7,103,040	2,860,000	-60%
Interfund Charges	25,020	5,400	5,400	47,400	778%
Transfer to General Fund	474,736	490,930	473,800	473,820	-3%
Transfer to Gas Tax Fund 011	0	0	0	500,000	100%
Transfer to Storm Drain Fund	0	30,000	30,000	0	-100%
<b>Total Expenditures</b>	<b>3,498,854</b>	<b>7,829,290</b>	<b>7,707,240</b>	<b>4,004,200</b>	<b>-49%</b>
<b>Ending Balance</b>	<b>\$4,640,619</b>	<b>\$1,287,970</b>	<b>\$1,080,380</b>	<b>\$1,084,250</b>	<b>-16%</b>

# Gas Tax Fund

<b>*Detail of Capital Improvements:</b>	<b>FY 2016-17</b>	<b>FY 2017-18</b>	<b>FY 2017-18</b>	<b>FY 2018-19</b>	<b>% Budget 17-18</b>
	<b>Actual</b>	<b>Adj Budget</b>	<b>Projected</b>	<b>Budget</b>	<b>To Budget 18-19</b>
Camino Del Rio & Ave. La Pata Extension	53,253	374,630	374,630	0	-100%
Los Mares/Vaquero Street Reconstruction	176,356	0	0	0	0%
Avenida Pico Traffic Signal Synchronization	4,687	0	0	0	0%
El Camino Real Traffic Signal Synchronization	-14	0	0	0	0%
North El Camino Real Bike Lane	887,454	355,890	355,890	0	-100%
Ave Vista Hermosa Traffic Signal Sync	5,872	0	0	0	0%
Camino De Los Mares Traffic Signal Sync	5,872	0	0	0	0%
El Camino Real (ECR) Rehabilitation	639,224	74,470	74,470	0	-100%
ECR - Ave Valencia to Ave Mendocino	146,152	970,810	970,810	0	-100%
Improvements other than buildings	0	60,000	60,000	0	-100%
Avenida Pico - Courtyards to Pedriza	305,646	50,000	0	0	-100%
Camino Del Rio - Los Mares to end	481,079	542,500	542,500	0	-100%
Concordia Elementary Safe Routes to School	32,014	0	1,820	0	0%
Ave Pico - Amanacer to Courtyards	38,780	1,176,220	1,176,220	0	-100%
Ave Pico - Los Molinos to Pico Plaza	0	450,000	450,000	0	-100%
Camino Capistrano ECR to Del Gado Road	2,194	133,810	133,810	0	-100%
Camino De Estrella - I-5 to City Limit	4,100	145,900	145,900	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	102,754	107,250	107,250	0	-100%
Camino Mira Costa - Estrella to City Limit	4,236	165,760	165,760	0	-100%
Intersection Control for Camino Vera Cruz/Costa	34,335	565,660	565,660	0	-100%
Traffic Signals Protected/Permissive Conversion	2,680	272,320	272,320	0	-100%
Alley Pavement Rehab-RMRA	0	374,000	374,000	0	-100%
Arterial Street Pavement Maintenance	0	700,000	700,000	0	-100%
Ave Vista Hermosa - Turqueza to Vera Cruz	0	532,000	532,000	0	-100%
FY 2019 Arterial Street Pavement Maintenance	0	0	0	1,300,000	100%
Calle Industrias	0	0	0	30,000	100%
Downtown Audible Traffic Signal	0	0	0	30,000	100%
Camino De Los Mares Rehab I-5 to Vaquero-RMRA	0	0	0	1,500,000	100%
<b>Total Capital Improvements</b>	<b>\$2,926,674</b>	<b>\$7,151,220</b>	<b>\$7,103,040</b>	<b>\$2,860,000</b>	<b>-60%</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 continue to be the major program initiative funded for FY 2018-19.

**Fund Balance:** The FY 2018-19 fund balance of \$847,030 which includes rehabilitation loan receivable amounts.

Description	FY 2016-17 Actual	FY 2017-18 Adj Budget	FY 2017-18 Projected	FY 2018-19 Budget	% Budget 17-18 To Budget 18-19
<b>Beginning Balance</b>	<b>\$436,080</b>	<b>\$387,190</b>	<b>\$387,190</b>	<b>\$443,120</b>	<b>14%</b>
<b>Revenues:</b>					
CDBG Home Rehabilitation	0	75,000	75,000	91,960	23%
Public Facilities/Infrastructure Grant	309,426	408,000	408,000	408,000	0%
Commercial Rehabilitation Grant	2,000	20,000	20,000	20,000	0%
Public Services Grant	51,762	51,760	51,760	48,110	-7%
CDBG Administration Grant	67,788	69,020	69,020	64,140	-7%
Interest Earnings	-197	0	0	0	0%
Program Income	0	10,000	3,000	10,000	0%
<b>Total Revenues</b>	<b>430,779</b>	<b>633,780</b>	<b>626,780</b>	<b>642,210</b>	<b>1%</b>
<b>Expenditures:</b>					
Personnel	1,365	10,850	0	0	-100%
Contractual Services	14,539	163,480	143,480	176,100	8%
Other Charges	125,701	54,000	49,000	40,610	-25%
Capital Outlay	316,126	355,890	355,890	0	-100%
Interfund Transfers	17,760	17,760	17,760	17,500	-1%
Interfund Charges	4,180	4,720	4,720	4,090	-13%
<b>Total Expenditures</b>	<b>479,671</b>	<b>606,700</b>	<b>570,850</b>	<b>238,300</b>	<b>-61%</b>
<b>Ending Balance</b>	<b>\$387,188</b>	<b>\$414,270</b>	<b>\$443,120</b>	<b>\$847,030</b>	<b>104%</b>
<b>Programs:</b>					
<b>C.D.B.G. Housing Rehabilitation</b>					
Contractual Services	-49,705	81,980	81,980	91,960	12%
Other Charges	91,701	20,000	15,000	10,000	-50%
<b>C.D.B.G. Commercial Rehabilitation</b>					
Contractual Services	2,000	20,000	0	20,000	0%
<b>Public Services</b>					
Other Charges	34,000	34,000	34,000	30,610	-10%
Transfer to General Fund	17,760	17,760	17,760	17,500	-1%
<b>City Administration</b>					
Personnel	1,365	10,850	0	0	-100%
Contractual Services	62,244	61,500	61,500	64,140	4%
Interdepartmental Charges	4,180	4,720	4,720	4,090	-13%
<b>Public Facility/Infrastructure</b>					
Calle Puente Sidewalk (700 Block)	135,107	25,890	25,890	0	-100%
CDBG Sidewalk Improvements	177,776	330,000	330,000	0	-100%
Public Improvements FY 2016	3,243	0	0	0	0%
<b>Total Expenditures</b>	<b>\$479,671</b>	<b>\$606,700</b>	<b>\$570,850</b>	<b>\$238,300</b>	<b>-61%</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 \$188,620 are budgeted to be received during FY 2018-19. Expenditures of \$80,000 for traffic calming program and \$119,567 to support trolley operations are budgeted in FY 2018-19.

**Fund Balance:** Fund balance will decrease to \$87,380 by the end of FY 2018-19.

Description	FY 2016-17 Actual	FY 2017-18 Adj Budget	FY 2017-18 Projected	FY 2018-19 Budget	% Budget 17-18 To Budget 18-19
<b>Beginning Balance</b>	<b>\$440,636</b>	<b>\$292,200</b>	<b>\$292,200</b>	<b>\$98,330</b>	<b>-66%</b>
<b>Revenues:</b>					
Other County Grants	484,228	106,420	106,420	106,420	0%
Pollution Subventions	84,594	80,000	80,000	80,000	0%
Donations from Private Sources	10,000	0	0	0	0%
Investment Earnings	-114	3,000	2,000	2,200	-27%
<b>Total Revenues</b>	<b>578,708</b>	<b>189,420</b>	<b>188,420</b>	<b>188,620</b>	<b>0%</b>
<b>Expenditures:</b>					
Contractual Services	0	236,570	211,570	199,570	-16%
Capital Improvements*	727,146	130,720	130,720	0	-100%
Transfer to 2106 Gas Tax Fund	0	40,000	40,000	0	-100%
<b>Total Expenditures</b>	<b>727,146</b>	<b>407,290</b>	<b>382,290</b>	<b>199,570</b>	<b>-51%</b>
<b>Ending Balance</b>	<b>\$292,198</b>	<b>\$74,330</b>	<b>\$98,330</b>	<b>\$87,380</b>	<b>18%</b>
<b>*Detail of Capital Improvements</b>					
North Beach Traffic Calming	0	0	0	0	0%
Marblehead/N. ECR Sidewalk Improv.	100,000	0	0	0	0%
Downtown Bicycle Racks	39,865	0	0	0	0%
San Clemente Trolley Project	587,281	95,720	95,720	0	-100%
Radar Speed Signs - La Pata & Del Rio	0	35,000	35,000	0	-100%
<b>Total Capital Improvements</b>	<b>\$727,146</b>	<b>\$130,720</b>	<b>\$130,720</b>	<b>\$0</b>	<b>-100%</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 \$229,500 are budgeted during FY 2018-19.

**Fund Balance:** Fund balance will be \$415,970 at the end of FY 2018-19.

Description	FY 2016-17 Actual	FY 2017-18 Adj Budget	FY 2017-18 Projected	FY 2018-19 Budget	% Budget 17-18 To Budget 18-19
<b>Beginning Balance</b>	<b>\$183,393</b>	<b>\$403,540</b>	<b>\$403,540</b>	<b>\$189,240</b>	<b>-53%</b>
<b>Revenues:</b>					
Franchise Taxes	224,483	225,000	225,000	225,000	0%
Investment Earnings	1,666	0	4,600	4,500	100%
<b>Total Revenues</b>	<b>226,149</b>	<b>225,000</b>	<b>229,600</b>	<b>229,500</b>	<b>2%</b>
<b>Expenditures:</b>					
Capital Improvements*	6,006	443,900	443,900	0	-100%
Interfund Charges	0	0	0	2,770	100%
<b>Total Expenditures</b>	<b>6,006</b>	<b>443,900</b>	<b>443,900</b>	<b>2,770</b>	<b>-99%</b>
<b>Ending Balance</b>	<b>\$403,536</b>	<b>\$184,640</b>	<b>\$189,240</b>	<b>\$415,970</b>	<b>125%</b>
<b>*Detail of Capital Improvements</b>					
Machinery and Equipment	6,006	443,900	443,900	0	-100%
<b>Total Capital Improvements</b>	<b>\$6,006</b>	<b>\$443,900</b>	<b>\$443,900</b>	<b>\$0</b>	<b>-100%</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 Citizens Option for Public Safety grant (State 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.

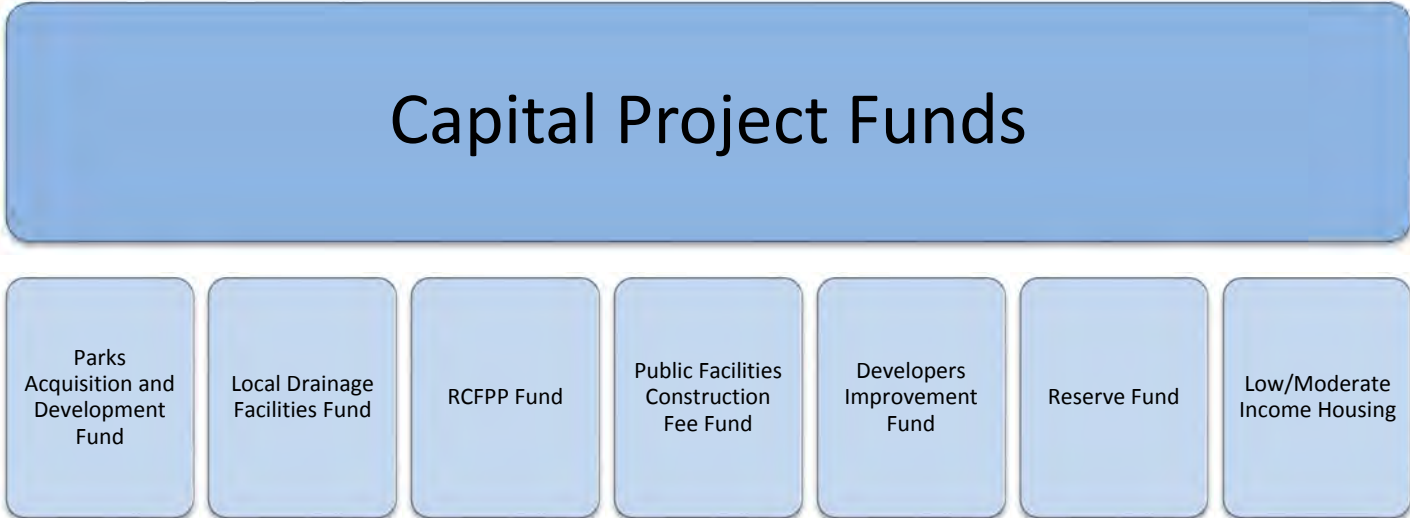
**Budget Overview:** A deputy position is partially funded by a state COPS grant of \$100,000. Donations to this fund are used to fund the Crime Prevention, Character Counts, Parent Project and Chaplain programs. Program expenses vary depending on the amount of donations received.

**Fund Balance:** Fund balance will increase to \$214,830 at the end of FY 2018-19.

Description	FY 2016-17 Actual	FY 2017-18 Adj Budget	FY 2017-18 Projected	FY 2018-19 Budget	% Budget 17-18 To Budget 18-19
<b>Beginning Balance</b>	<b>\$117,864</b>	<b>\$212,280</b>	<b>\$212,280</b>	<b>\$212,030</b>	<b>0%</b>
<b>Revenues:</b>					
Federal & State Grants	195,441	100,000	108,740	100,000	0%
Investment Earnings	685	1,000	2,700	2,800	180%
<b>Total Revenues</b>	<b>196,126</b>	<b>101,000</b>	<b>111,440</b>	<b>102,800</b>	<b>2%</b>
<b>Expenditures:</b>					
Contractual Services	100,000	100,000	100,000	100,000	0%
Other Charges	1,708	11,690	11,690	0	-100%
<b>Total Expenditures</b>	<b>101,708</b>	<b>111,690</b>	<b>111,690</b>	<b>100,000</b>	<b>-10%</b>
<b>Ending Balance</b>	<b>\$212,282</b>	<b>\$201,590</b>	<b>\$212,030</b>	<b>\$214,830</b>	<b>7%</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. Capital projects include the construction of the Vista Hermosa Dry Storage Roof (\$100,000) in FY 2018-19.

**Fund Balance:** The fund balance is budgeted to be \$1.5 million at the end of FY 2018-19.

Description	FY 2016-17 Actual	FY 2017-18 Adj Budget	FY 2017-18 Projected	FY 2018-19 Budget	% Budget 17-18 To Budget 18-19
<b>Beginning Balance</b>	<b>\$1,087,413</b>	<b>\$1,639,900</b>	<b>\$1,639,900</b>	<b>\$1,598,540</b>	<b>-3%</b>
<b>Revenues:</b>					
Park Fees	36,915	23,600	70,230	23,600	0%
Investment Earnings	4,631	8,000	19,000	19,500	144%
Donation from Private Sources	536,745	50,000	68,840	0	-100%
<b>Total Revenues</b>	<b>578,291</b>	<b>81,600</b>	<b>158,070</b>	<b>43,100</b>	<b>-47%</b>
<b>Expenditures:</b>					
Capital Improvements*	13,490	185,350	185,350	100,000	-46%
Interfund Charges	12,310	14,080	14,080	7,150	-49%
<b>Total Expenditures</b>	<b>25,800</b>	<b>199,430</b>	<b>199,430</b>	<b>107,150</b>	<b>-46%</b>
<b>Ending Balance</b>	<b>\$1,639,904</b>	<b>\$1,522,070</b>	<b>\$1,598,540</b>	<b>\$1,534,490</b>	<b>1%</b>
<b>*Detail of Capital Improvements</b>					
Courtney's Sand Castle	13,490	35,350	35,350	0	-100%
Ralph's Skate Park Lighting	0	150,000	150,000	0	-100%
Vista Hermosa Park Dry Storage	0	0	0	100,000	100%
<b>Total Capital Improvements</b>	<b>\$13,490</b>	<b>\$185,350</b>	<b>\$185,350</b>	<b>\$100,000</b>	<b>-46%</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:** No capital projects are budgeted for FY 2018-19.

**Fund Balance:** Fund balance will be at \$3.2 million at the end of FY 2018-19.

Description	FY 2016-17 Actual	FY 2017-18 Adj Budget	FY 2017-18 Projected	FY 2018-19 Budget	% Budget 17-18 To Budget 18-19
<b>Beginning Balance:</b>					
Res. For Prima Deshecha	36,798	19,280	19,280	52	-100%
Res. For Segunda Deshecha	2,836,277	2,796,200	2,796,190	2,634,462	-6%
Res. For Marblehead Coastal	105,402	96,050	96,050	79,613	-17%
Res. For Other Areas	929,525	843,230	843,230	504,693	-40%
<b>Total Beginning Balance</b>	<b>\$3,908,002</b>	<b>\$3,754,760</b>	<b>\$3,754,760</b>	<b>\$3,218,830</b>	<b>-14%</b>
<b>Revenues:</b>					
Drainage Fees	4,234	500	6,410	500	0%
Investment Earnings	11,523	30,000	40,000	40,000	33%
<b>Total Revenues</b>	<b>15,757</b>	<b>30,500</b>	<b>46,410</b>	<b>40,500</b>	<b>33%</b>
<b>Expenditures:</b>					
Contractual Services	96,717	137,310	137,310	0	-100%
Capital Improvements*	63,237	729,190	429,190	0	-100%
Interfund Charges	9,040	15,840	15,840	23,460	48%
Interfund Transfers	0	0	0	0	0%
<b>Total Expenditures</b>	<b>168,994</b>	<b>882,340</b>	<b>582,340</b>	<b>23,460</b>	<b>-97%</b>
<b>Ending Balance:</b>					
Res. For Prima Deshecha	19,284	0	52	3	100%
Res. For Segunda Dechecha	2,796,197	2,327,025	2,634,462	2,658,260	14%
Res. For Marblehead Coastal	96,054	79,358	79,613	76,982	-3%
Res. For Other Areas	843,229	496,537	504,693	500,615	1%
<b>Total Ending Balance</b>	<b>\$3,754,765</b>	<b>\$2,902,920</b>	<b>\$3,218,830</b>	<b>\$3,235,870</b>	<b>11%</b>
<b>*Detail of Capital Improvements:</b>					
Calle Los Molinos/Calle Redonel SD	0	0	0	0	0%
M00S05 Montalvo Canyon Outlet	63,237	329,190	329,190	0	-100%
Calle de Industrias/Los Molinos SD Ext.	0	400,000	100,000	0	-100%
<b>Total Capital Improvements</b>	<b>\$63,237</b>	<b>\$729,190</b>	<b>\$429,190</b>	<b>\$0</b>	<b>-100%</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:** No Capital Improvements are planned in FY 2018-19.

**Fund Balance:** A \$1,150,280 fund balance is budgeted at the end of FY 2018-19.

Description	FY 2016-17 Actual	FY 2017-18 Adj Budget	FY 2017-18 Projected	FY 2018-19 Budget	% Budget 17-18 To Budget 18-19
<b>Beginning Balance</b>	<b>\$3,487,462</b>	<b>\$3,166,200</b>	<b>\$3,166,200</b>	<b>\$1,157,390</b>	<b>-63%</b>
<b>Revenues:</b>					
Developer Fees	159,465	117,960	107,310	58,980	-50%
Investment Earnings	10,730	26,000	35,000	30,000	15%
<b>Total Revenues</b>	<b>170,195</b>	<b>143,960</b>	<b>142,310</b>	<b>88,980</b>	<b>-38%</b>
<b>Expenditures:</b>					
Capital Improvements*	482,892	1,632,400	1,175,000	0	-100%
Interfund Charges	8,570	16,120	16,120	11,090	-31%
Interfund Transfers	0	960,000	960,000	85,000	-91%
<b>Total Expenditures</b>	<b>491,462</b>	<b>2,608,520</b>	<b>2,151,120</b>	<b>96,090</b>	<b>-96%</b>
<b>Ending Balance</b>	<b>\$3,166,195</b>	<b>\$701,640</b>	<b>\$1,157,390</b>	<b>\$1,150,280</b>	<b>64%</b>
<b>*Detail of Capital Improvements:</b>					
Camino Del Rio Intersection Improv.	482,892	332,400	300,000	0	-100%
AVH and Target Entry Intersect. Improv.	0	425,000	0	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	200,000	200,000	0	-100%
<b>Total Capital Improvements</b>	<b>\$482,892</b>	<b>\$1,632,400</b>	<b>\$1,175,000</b>	<b>\$0</b>	<b>-100%</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:** No Capital projects are budgeted for FY 2018-19. Transfers of \$1,375,000 are budgeted to support the City Hall projects (\$1,250,000) and the Marine Safety project (\$125,000).

**Fund Balance:** Fund balance will end FY 2018-19 at \$5.3 million.

Description	FY 2016-17 Actual	FY 2017-18 Adj Budget	FY 2017-18 Projected	FY 2018-19 Budget	% Budget 17-18 To Budget 18-19
<b>Beginning Balance:</b>					
Res. For 800MHz	15,285	0	0	0	0%
Res. For Beach Parking	10,799	0	0	0	0%
Res. For Public Safety Const.	5,074,758	5,134,610	5,134,610	4,445,810	-13%
Res. For Civic Center Const.	2,279,447	2,326,580	2,326,580	1,992,350	-14%
<b>Total Beginning Balance</b>	<b>\$7,380,289</b>	<b>\$7,461,190</b>	<b>\$7,461,190</b>	<b>\$6,438,160</b>	<b>-14%</b>
<b>Revenues:</b>					
Public Safety Const. Fees	132,213	164,630	129,720	113,870	-31%
Civic Center Const. Fees	43,347	50,620	40,490	30,370	-40%
Interest Earnings	19,312	60,000	85,000	90,000	50%
Transfer from Other Funds	700,000	0	0	0	0%
Transfer from General Fund	96,370	0	0	0	0%
<b>Total Revenues</b>	<b>991,242</b>	<b>275,250</b>	<b>255,210</b>	<b>234,240</b>	<b>-15%</b>
<b>Expenditures:</b>					
Contractual Services	26,256	0	0	0	0%
Capital Improvements*	98,420	424,290	424,290	0	-100%
Other Charges	778,603	0	0	0	0%
Interfund Transfers	0	850,000	850,000	1,375,000	62%
Interfund Charges	7,070	3,950	3,950	8,870	125%
<b>Total Expenditures</b>	<b>910,349</b>	<b>1,278,240</b>	<b>1,278,240</b>	<b>1,383,870</b>	<b>8%</b>
<b>Ending Balance:</b>					
Res. For 800MHz	0	0	0	0	0%
Res. For Beach Parking	0	0	0	0	0%
Res. For Public Safety Const.	5,134,607	4,463,523	4,445,810	4,490,700	1%
Res. For Civic Center Const.	2,326,575	1,994,677	1,992,350	797,830	-60%
<b>Total Ending Balance</b>	<b>\$7,461,182</b>	<b>\$6,458,200</b>	<b>\$6,438,160</b>	<b>\$5,288,530</b>	<b>-18%</b>



# Public Facilities Construction Fee Fund

<b>*Detail of Capital Improvements:</b>	<b>FY 2016-17 Actual</b>	<b>FY 2017-18 Adj Budget</b>	<b>FY 2017-18 Projected</b>	<b>FY 2018-19 Budget</b>	<b>% Budget 17-18 To Budget 18-19</b>
<i>Public Safety Construction Reserve:</i>					
800 MHz Backbone Equipment	64,440	150,000	150,000	0	-100%
Station No. 59 Diesel Fuel Tank	33,980	274,290	274,290	0	-100%
<b><i>Total Capital Improvements</i></b>	<b>\$98,420</b>	<b>\$424,290</b>	<b>\$424,290</b>	<b>\$0</b>	<b>-100%</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, the Forster Ranch Improvement Reserve in FY 2016-17 reimbursed costs paid from other funds. The In-Lieu Affordable Housing Reserve funded by developers who opt to pay a fee rather than build affordable housing units required by the City and used to build or rehabilitate affordable housing projects. The Bridge Maintenance Reserve is derived fees under on the Talega Master Agreement and the Marblehead Development. This fee is to be used for maintaining, repairing, restoring and replacing the Talega and Marblehead bridges. Other reserves account for fees received under the applicable 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 2018-19.

**Fund Balance:** Fund balance increases to \$14.3 million at the end of FY 2018-19, with \$8.1 million representing loans.

Description	FY 2016-17 Actual	FY 2017-18 Adj Budget	FY 2017-18 Projected	FY 2018-19 Budget	% Budget 17-18 To Budget 18-19
<b>Beginning Balance:</b>					
Restricted for Daon Tract	445,488	0	0	0	0%
Res. For Street Lighting	10,018	0	0	0	0%
Res. For Forster Ranch Improvement	95,400	0	0	0	0%
Res. For Development Improvements	2,679,171	1,961,870	1,961,870	2,035,710	4%
Res. For Bridge Maintenance	1,042,678	1,164,430	1,164,430	1,298,160	11%
Res. For Storm Drain (Seg. Deshecha)	868,679	871,200	871,200	881,700	1%
Res. For In-Lieu Afford. Housing	572,447	980,860	980,860	1,289,650	31%
In-Lieu Loans (Affordable Housing)	7,905,531	8,074,910	8,074,910	8,074,910	0%
<b>Total Beginning Balance</b>	<b>\$13,619,412</b>	<b>\$13,053,270</b>	<b>\$13,053,270</b>	<b>\$13,580,130</b>	<b>4%</b>
<b>Revenues:</b>					
Bridge Maintenance	118,725	117,890	119,700	120,310	2%
In-Lieu Affordable Housing Fees	412,839	300,360	300,360	301,000	0%
Investment Earnings	185,953	30,000	60,000	60,000	100%
Community Enhancement Revenues	349,515	388,350	281,560	242,720	-37%
South County Seniors Contribution	0	154,860	154,860	0	-100%
Developer Fees	0	300,000	300,000	0	-100%
<b>Total Revenues</b>	<b>1,067,032</b>	<b>1,291,460</b>	<b>1,216,480</b>	<b>724,030</b>	<b>-44%</b>
<b>Expenditures:</b>					
Contractual Services	19,806	0	0	0	0%
Transfer to General Fund	791,435	674,780	674,780	0	-100%
Transfer to Other Funds	804,580	0	0	0	0%
Interfund Charges	17,350	14,840	14,840	15,890	7%
<b>Total Expenditures</b>	<b>1,633,171</b>	<b>689,620</b>	<b>689,620</b>	<b>15,890</b>	<b>-98%</b>

# Developers Improvement Fund

Description	FY 2016-17 Actual	FY 2017-18 Adj Budget	FY 2017-18 Projected	FY 2018-19 Budget	% Budget 17-18 To Budget 18-19
<b>Ending Balance:</b>					
Restricted for Daon Tract	0	0	0	0	0%
Res. For Street Lighting	0	0	0	0	0%
Res. For Forster Ranch Improvement	0	0	0	0	0%
Res. For Development Improvements	1,961,870	2,130,672	2,035,705	2,288,227	7%
Res. For Bridge Maintenance	1,164,427	1,289,337	1,298,164	1,432,618	11%
Res. For Storm Drain (Seg. Deshecha)	871,199	876,450	881,700	891,309	2%
Res. For In-Lieu Afford. Housing	980,864	1,283,741	1,289,651	1,601,206	25%
In-Lieu Loans (Affordable Housing)	8,074,913	8,074,910	8,074,910	8,074,910	0%
<b>Total Ending Balance</b>	<b>\$13,053,273</b>	<b>\$13,655,110</b>	<b>\$13,580,130</b>	<b>\$14,288,270</b>	<b>5%</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. This fund provides 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 2018-19.

**Fund Balance:** The fund balance is budgeted to be \$2.6 million at the end of FY 2018-19, with approximately \$2.4 million representing long term loan receivables.

Description	FY 2016-17 Actual	FY 2017-18 Adj Budget	FY 2017-18 Projected	FY 2018-19 Budget	% Budget 17-18 To Budget 18-19
<b>Beginning Balance</b>	<b>\$2,559,668</b>	<b>\$2,629,770</b>	<b>\$2,629,770</b>	<b>\$2,631,770</b>	<b>0%</b>
<b>Revenues:</b>					
Investment Earnings	41,146	1,000	2,000	2,000	100%
Transfers from General Fund	28,956	0	0	0	
<b>Total Revenues</b>	<b>70,102</b>	<b>1,000</b>	<b>2,000</b>	<b>2,000</b>	<b>100%</b>
<b>Expenditures:</b>					
Interfund Charges	0	0	0	3,470	100%
<b>Total Expenditures</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>3,470</b>	<b>100%</b>
<b>Ending Balance</b>	<b>\$2,629,770</b>	<b>\$2,630,770</b>	<b>\$2,631,770</b>	<b>\$2,630,300</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 certain 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 (\$280,000). Facilities Maintenance costs include the Marine Safety Building Structural Repair (\$250,000) project. Park Asset Replacement costs include \$250,000 for LPVH Synthetic Turf replacement.

**Fund Balance:** Fund Balance is budgeted to be \$11.8 million by the end of FY 2018-19.

Description	FY 2016-17 Actual	FY 2017-18 Adj Budget	FY 2017-18 Projected	FY 2018-19 Budget	% Budget 17-18 To Budget 18-19
<b>Beginning Balance:</b>					
Accrued Leave	386,503	1,070,540	1,070,540	837,810	-22%
Capital Equipment	1,412,033	1,558,190	1,558,190	1,337,950	-14%
Facilities Maintenance	1,372,343	3,334,670	3,334,670	5,292,390	59%
Park Asset Replacement	1,226,829	1,347,340	1,347,340	1,364,740	1%
<b>Total Beginning Balance</b>	<b>\$4,397,708</b>	<b>\$7,310,740</b>	<b>\$7,310,740</b>	<b>\$8,832,890</b>	<b>21%</b>
<b>Revenues:</b>					
Investment Earnings	32,592	30,000	94,000	95,000	217%
Contributions from Developers	22,007	22,670	22,690	23,120	2%
Interfund Transfers	3,123,940	3,785,000	3,785,000	3,405,000	-10%
Interfund Charges	425,430	465,700	465,700	601,200	29%
<b>Total Revenues</b>	<b>3,603,969</b>	<b>4,303,370</b>	<b>4,367,390</b>	<b>4,124,320</b>	<b>-4%</b>
<b>Expenditures:</b>					
Accrued Leave	292,826	260,000	246,500	260,000	0%
Capital Equipment	72,236	450,000	420,000	10,000	-98%
Facilities Maintenance	307,297	1,980,670	1,876,820	665,000	-66%
Park Asset Replacement	18,577	320,000	301,920	250,000	-22%
<b>Total Expenditures</b>	<b>690,936</b>	<b>3,010,670</b>	<b>2,845,240</b>	<b>1,185,000</b>	<b>-61%</b>
<b>Ending Balance:</b>					
Accrued Leave	1,070,541	814,940	837,810	706,820	-13%
Capital Equipment	1,558,189	1,316,980	1,337,950	1,562,070	19%
Facilities Maintenance	3,334,667	5,136,650	5,292,390	7,943,900	55%
Park Asset Replacement	1,347,344	1,334,870	1,364,740	1,559,420	17%
<b>Ending Balance</b>	<b>\$7,310,741</b>	<b>\$8,603,440</b>	<b>\$8,832,890</b>	<b>\$11,772,210</b>	<b>37%</b>
<b>Expenditures by Category:</b>					
Personnel	292,826	260,000	246,500	260,000	0%
Contractual Services	0	0	0	30,000	100%
Capital Outlay*	398,110	2,750,670	2,598,740	895,000	-67%
<b>Total</b>	<b>\$690,936</b>	<b>\$3,010,670</b>	<b>\$2,845,240</b>	<b>\$1,185,000</b>	<b>-61%</b>

# Reserve Fund

<b>*Detail of Capital Improvements:</b>	<b>FY 2016-17</b>	<b>FY 2017-18</b>	<b>FY 2017-18</b>	<b>FY 2018-19</b>	<b>% Budget 17-18</b>
	<b>Actual</b>	<b>Adj Budget</b>	<b>Projected</b>	<b>Budget</b>	<b>To Budget 18-19</b>
<u>Capital Equipment Reserve:</u>					
Traffic Signal Controller Replacement	72,236	0	0	0	0%
Traffic Signal Battery Backup Systems Phase II	0	100,000	100,000	0	-100%
Street Light LED Conversion Phase II	0	300,000	270,000	0	-100%
Traffic Signal Cabinet Replacement	0	50,000	50,000	0	-100%
Machinery and Equipment	0	0	0	10,000	100%
<u>Facilities Maintenance Reserve:</u>					
Community Development Parking Lot Rehab	12,706	380,270	380,270	0	-100%
LED Street Light Conversion	214,564	50,440	46,240	0	-100%
Aquatic Center Swamp Cooler Replace	346	134,650	134,650	0	-100%
Com. Dev. 910 Negocio HVAC Replacement	35,800	164,200	164,200	0	-100%
Corporation Yard Bldgs./Structures Painting	0	170,000	170,000	0	-100%
Marine Safety Building Repair & Upgrades	43,535	956,460	956,460	250,000	-74%
Aquatic Center Pump Removal Gantry	346	99,650	0	0	-100%
Boys & Girls Club Basketball Courts Lights	0	25,000	25,000	0	-100%
Boys & Girls Club Trash Enclosure Replacement	0	0	0	45,000	100%
Aquatic Center Paint and Patch	0	0	0	80,000	100%
Sport Court Lighting Replacement	0	0	0	85,000	100%
Bonito Canyon Lights and Poles	0	0	0	115,000	100%
Replace Aquatics Center Play Activity Pool Plas	0	0	0	60,000	100%
<u>Park Asset Reserve:</u>					
Playground Equipment Replacements	18,577	20,000	1,920	0	-100%
Playground Equipment Replacements FY 2018	0	300,000	300,000	0	-100%
LPVH Lacrosse/Football Field Synthetic Turf	0	0	0	250,000	100%
<b>Total Capital Improvements</b>	<b>\$398,110</b>	<b>\$2,750,670</b>	<b>\$2,598,740</b>	<b>\$895,000</b>	<b>-67%</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.

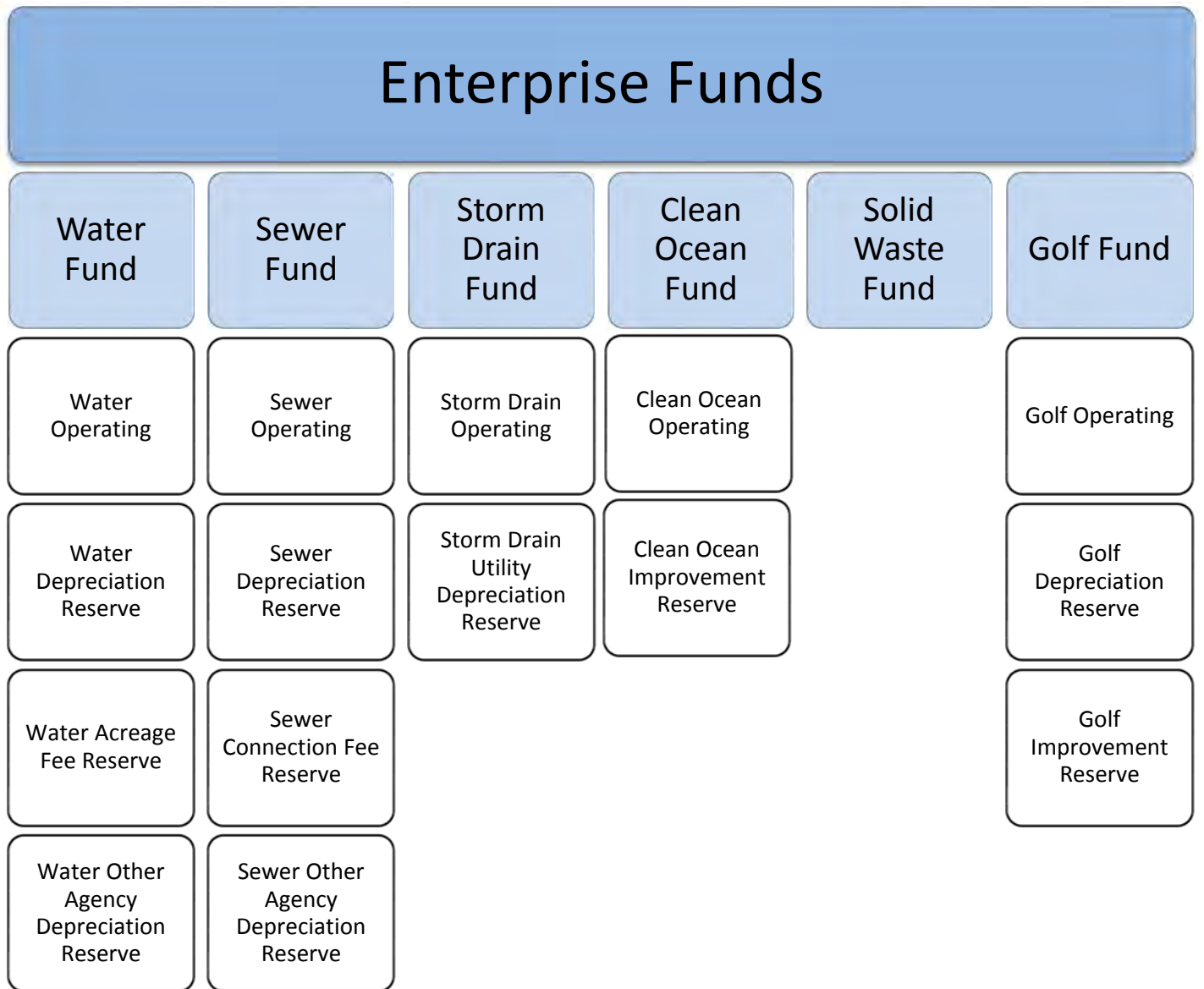
**Legal Basis:** Resources in this fund are restricted under debt agreements or assigned for Negocio operations.

**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 2018-19.

Description	FY 2016-17 Actual	FY 2017-18 Adj Budget	FY 2017-18 Projected	FY 2018-19 Budget	% Budget 17-18 To Budget 18-19
<b>Beginning Balance</b>	<b>\$1,608,013</b>	<b>\$192,420</b>	<b>\$192,420</b>	<b>\$0</b>	<b>-100%</b>
<b>Revenues:</b>					
Investment Earnings	1,886	0	650	0	0%
Rental Income	530,303	0	0	0	0%
<b>Total Revenues</b>	<b>532,189</b>	<b>0</b>	<b>650</b>	<b>0</b>	<b>0%</b>
<b>Expenditures*:</b>					
Contractual Services	300,183	0	0	0	0%
Debt Service	1,603,028	0	0	0	0%
Interfund Charges	38,950	0	0	0	0%
Interfund Transfers	0	137,680	193,070	0	-100%
Other Charges	5,618	0	0	0	0%
<b>Total Expenditures</b>	<b>1,947,779</b>	<b>137,680</b>	<b>193,070</b>	<b>0</b>	<b>-100%</b>
<b>Ending Balance</b>	<b>\$192,423</b>	<b>\$54,740</b>	<b>\$0</b>	<b>\$0</b>	<b>-100%</b>
<b>*Detail of Expenditures</b>					
<b>Contractual Services:</b>					
Maintenance of Buildings	45,808	0	0	0	0%
Property Insurance	41,253	0	0	0	0%
Other Contractual	213,122	0	0	0	0%
<b>Total Contractual Services</b>	<b>300,183</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0%</b>
<b>Capital Outlay:</b>					
Machinery & Equipment	0	0	0	0	0%
<b>Debt Service:</b>					
C.O.P. Principal	1,215,000	0	0	0	0%
C.O.P. Interest	388,028	0	0	0	0%
C.O.P. Fiscal Agent Charges	0	0	0	0	0%
<b>Total Debt Service</b>	<b>1,603,028</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0%</b>
<b>Interdepartmental Charges</b>	<b>38,950</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0%</b>
<b>Interfund Transfers</b>	<b>0</b>	<b>137,680</b>	<b>193,070</b>	<b>0</b>	<b>-100%</b>
<b>Other Charges</b>	<b>5,618</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0%</b>
<b>Total Expenditures</b>	<b>\$1,947,779</b>	<b>\$137,680</b>	<b>\$193,070</b>	<b>\$0</b>	<b>-100%</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.

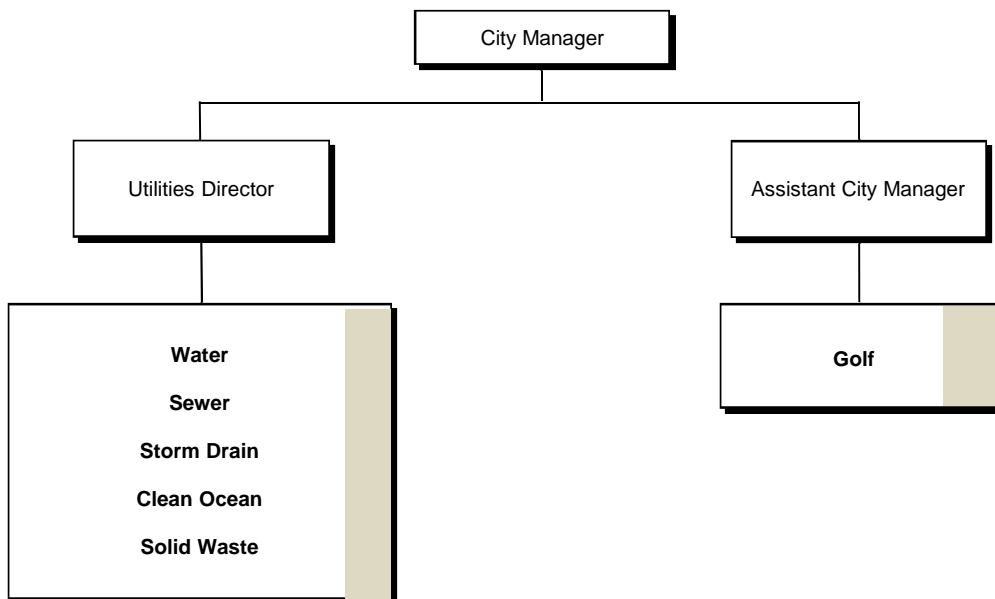



# Enterprise Funds

## 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 2016-17 Actual	FY 2017-18 Adj Budget	FY 2017-18 Projected	FY 2018-19 Budget	% Bud 17-18 To Bud 18-19
Water Operating	19,564,243	22,147,200	21,619,110	21,245,560	-4%
Sewer Operating	9,476,528	10,436,010	10,288,640	10,683,350	2%
Storm Drain Operating	1,581,519	1,754,750	1,708,490	1,674,940	-5%
Clean Ocean Operating	2,146,930	4,752,330	4,343,460	2,484,470	-48%
Solid Waste	205,849	260,140	254,650	230,080	-12%
<b>Total Utilities Operating Budget</b>	<b>\$32,975,069</b>	<b>\$39,350,430</b>	<b>\$38,214,350</b>	<b>\$36,318,400</b>	<b>-8%</b>

Summary	FY 2016-17 Actual	FY 2017-18 Adj Budget	FY 2017-18 Projected	FY 2018-19 Budget	% Bud 17-18 To Bud 18-19
Golf Operating	2,356,666	2,193,280	2,209,310	2,199,020	0%
<b>Total Golf Operating Budget</b>	<b>\$2,356,666</b>	<b>\$2,193,280</b>	<b>\$2,209,310</b>	<b>\$2,199,020</b>	<b>0%</b>

### Accomplishments for FY 2017-18

- Completed capture of the majority of assets and began development of preventative maintenance programming within Lucity, the City's Computerized Maintenance Management System (CMMS)
- Increased water supply reliability by entering into a 20 year agreement with Trabuco Canyon Water District to purchase treated potable water from Baker Water Treatment Plant
- Completed Del Presidente and Highland Light Phase II construction
- Rehabilitated Primary Clarifier No. 4
- Completed Tesoro Pressure Regulating Station rehabilitation project
- Completed Reservoir Rehabilitation, Mechanical Mixing, and Chemical Enhancement projects to improve water quality
- Obtained interim Environmental Laboratory Accreditation Program (ELAP) certification
- Solids Holding Tank Additional Storage project completed
- Transferred from potable water to recycled water for all plant processes
- Processed 1.2 billion gallons of wastewater (an 82 million gallon or 7.3% increase over FY 2016-17) and 3,960 wet tons of solid waste.
- Hired a second Water Quality Code Compliance Officer
- Installed Netting and Bird Deterrents from the base of the Municipal Pier to Zero Tower
- Updated Solid Waste and Recycling Municipal Code to comply with increased diversion requirements for Construction and Demolitions (C&D) debris, per the CA Green Building Standards Code
- City met AB1826 Organics Diversion thresholds

### Key Initiatives for FY 2018-19

- Continue optimization of Lucity, the City's Computerization Maintenance Management System (CMMS) through development of preventative maintenance activities and reporting to improve analysis of data
- Complete the design of Reeves, Reata, Calle Real, and Blanco Reservoirs
- Complete the design and permitting for Water Reclamation Plant Odor Control Improvements
- Complete Water Reclamation Plant SCADA implementation and construction
- Study and implement Chemical Enhanced Primary Treatment (CEPT)
- Work with Santa Margarita Water District to develop and agreement to treat Talega sewer flows
- Optimize implementation and enforcement of the City's FOG Program
- Update Municipal Code to comply, and be able to enforce, State Diversion Mandates AB1826 (Organics Diversion) and AB341 (Mandatory Commercial Recycling)
- Conduct and assessment of the Clean Ocean Fee to determine an appropriate fee to cover future program costs
- Improve the format of the Clean Ocean and Solid Waste and Recycling City webpages

# 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 1,400 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 2016-17 Actual	FY 2017-18 Adj Budget	FY 2017-18 Projected	FY 2018-19 Budget	Budget % Change
<b>Beginning Balance:</b>	<b>\$4,732,173</b>	<b>\$3,387,740</b>	<b>\$3,387,740</b>	<b>\$1,743,141</b>	<b>-49%</b>
<b>Revenue Summary</b>					
Services Charges	15,524,292	17,175,400	16,981,170	17,818,920	4%
Other Water Charges	2,682,747	2,836,860	2,940,830	3,139,850	11%
Gain/Loss on Other Assets	0	15,580	15,580	0	-100%
Investment Earnings	12,775	20,873	36,931	38,011	82%
Interfund Transfers	0	0	0	0	0%
<b>Total</b>	<b>\$18,219,814</b>	<b>\$20,048,713</b>	<b>\$19,974,511</b>	<b>\$20,996,781</b>	<b>5%</b>
<b>Program Summary</b>					
Water Administration	1,649,793	1,857,020	1,840,110	1,731,280	-7%
Water Production	11,814,520	13,130,130	13,014,190	12,984,400	-1%
Transmission/Distribution	3,959,399	4,209,580	4,167,650	4,169,260	-1%
Water Conservation	204,938	899,110	595,790	396,510	-56%
Water Reclamation	1,935,593	2,051,360	2,001,370	1,964,110	-4%
<b>Total Water</b>	<b>\$19,564,243</b>	<b>\$22,147,200</b>	<b>\$21,619,110</b>	<b>\$21,245,560</b>	<b>-4%</b>
<b>Ending Balance:</b>	<b>\$3,387,744</b>	<b>\$1,289,253</b>	<b>\$1,743,141</b>	<b>\$1,494,362</b>	<b>16%</b>
<b>Category Expenditure Summary</b>					
Personnel	3,095,420	3,536,160	3,409,220	3,597,990	2%
Supplies	7,522,738	8,452,850	8,412,000	8,470,440	0%
Contractual Services	2,717,387	3,395,640	3,387,840	3,044,520	-10%
Other Charges	3,771,383	3,674,660	3,675,080	3,675,860	0%
Interdepartmental Charges	1,479,120	1,711,850	1,683,300	1,530,690	-11%
Debt Service	894,051	900,600	900,600	900,610	0%
<b>Total Program Budget</b>	<b>19,480,099</b>	<b>21,671,760</b>	<b>21,468,040</b>	<b>21,220,110</b>	<b>-2%</b>
Capital/One-Time Studies	34,144	47,750	51,070	25,450	-47%
Interfund Transfers	50,000	427,690	100,000	0	-100%
<b>Total Water Budget</b>	<b>\$19,564,243</b>	<b>\$22,147,200</b>	<b>\$21,619,110</b>	<b>\$21,245,560</b>	<b>-4%</b>
<b>Personnel Summary</b>	<b>26.32</b>	<b>26.57</b>	<b>26.57</b>	<b>26.57</b>	

### Significant Changes:

\$61,830 increase in Personnel costs related to salary/benefit changes and other staffing changes.  
 \$351,120 decrease in Contractual services, includes a \$100,000 developers reimbursements decrease.  
 \$181,160 decrease in Interdepartmental 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 with 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.
- Annually approximately 3,960 wet ton of solids are processed through thickening, anaerobic digestion, and dewatering, after which they are hauled to a composting facility for beneficial use.

	FY 2016-17 Actual	FY 2017-18 Adj Budget	FY 2017-18 Projected	FY 2018-19 Budget	Budget % Change
<b>Beginning Balance:</b>	<b>\$2,408,452</b>	<b>\$1,846,850</b>	<b>\$1,846,850</b>	<b>\$762,242</b>	<b>-59%</b>
<b>Revenue Summary</b>					
Services Charges	8,766,102	9,450,240	9,132,000	10,020,080	6%
Sewer Permits	980	300	980	1,000	233%
Grant Revenue	3,400	0	0	0	0%
Other Sewer Charges	138,295	7,000	33,750	7,000	0%
Gain/Loss on Disposal of Fixed Assets	0	17,020	17,020	0	-100%
Investment Earnings	6,153	14,383	20,282	11,547	-20%
<b>Total</b>	<b>\$8,914,930</b>	<b>\$9,488,943</b>	<b>\$9,204,032</b>	<b>\$10,039,627</b>	<b>6%</b>
<b>Program Summary</b>					
Sewer Administration	1,351,668	1,752,030	1,743,840	1,612,660	-8%
Treatment	4,610,208	4,821,700	4,771,580	5,357,050	11%
Collection	3,514,652	3,862,280	3,773,220	3,713,640	-4%
<b>Total Sewer</b>	<b>\$9,476,528</b>	<b>\$10,436,010</b>	<b>\$10,288,640</b>	<b>\$10,683,350</b>	<b>2%</b>
<b>Ending Balance:</b>	<b>\$1,846,854</b>	<b>\$899,783</b>	<b>\$762,242</b>	<b>\$118,519</b>	<b>-87%</b>
<b>Category Expenditure Summary</b>					
Personnel	2,239,376	2,693,020	2,601,580	2,875,480	7%
Supplies	665,107	785,650	789,400	972,500	24%
Contractual Services	1,999,477	2,369,950	2,339,350	2,253,450	-5%
Other Charges	3,130,074	2,918,300	2,912,300	3,193,300	9%
Interdepartmental Charges	1,412,090	1,566,010	1,566,010	1,388,620	-11%
<b>Total Program Budget</b>	<b>9,446,124</b>	<b>10,332,930</b>	<b>10,208,640</b>	<b>10,683,350</b>	<b>3%</b>
Capital/One-Time Studies	30,404	80,000	80,000	0	-100%
Interfund Transfers	0	23,080	0	0	-100%
<b>Total Sewer Budget</b>	<b>\$9,476,528</b>	<b>\$10,436,010</b>	<b>\$10,288,640</b>	<b>\$10,683,350</b>	<b>2%</b>
<b>Personnel Summary</b>	<b>20.39</b>	<b>21.09</b>	<b>21.09</b>	<b>21.09</b>	

### Significant Changes:

\$182,460 increase in Personnel costs related to the salary and benefit costs and lab services staffing.  
 \$116,500 decrease in Contractual services.  
 \$177,390 decrease in Interdepartmental 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 2016-17 Actual	FY 2017-18 Adj Budget	FY 2017-18 Projected	FY 2018-19 Budget	Budget % Change
<b>Beginning Balance:</b>	<b>\$674,079</b>	<b>\$638,410</b>	<b>\$638,410</b>	<b>\$470,689</b>	<b>-26%</b>
<b>Revenue Summary</b>					
Services Charges	1,161,929	1,150,500	1,150,500	1,150,500	0%
Other Revenue	128	0	40	10,000	100%
Investment Earnings	2,791	4,615	9,229	10,413	126%
Interfund Transfers	381,000	381,000	381,000	381,000	0%
<b>Total</b>	<b>\$1,545,848</b>	<b>\$1,536,115</b>	<b>\$1,540,769</b>	<b>\$1,551,913</b>	<b>1%</b>

### Program Summary

Storm Drain Administration	263,044	250,900	254,850	192,360	-23%
Storm Drain Maintenance	1,318,475	1,503,850	1,453,640	1,482,580	-1%
<b>Total Storm Drain</b>	<b>\$1,581,519</b>	<b>\$1,754,750</b>	<b>\$1,708,490</b>	<b>\$1,674,940</b>	<b>-5%</b>

<b>Ending Balance:</b>	<b>\$638,408</b>	<b>\$419,775</b>	<b>\$470,689</b>	<b>\$347,662</b>	<b>-17%</b>
------------------------	------------------	------------------	------------------	------------------	-------------

### Category Expenditure Summary

Personnel	370,095	387,010	365,300	388,670	0%
Supplies	7,678	12,200	12,280	12,050	-1%
Contractual Services	58,860	213,410	188,780	203,130	-5%
Other Charges	894,767	890,000	890,000	890,000	0%
Interdepartmental Charges	250,119	252,130	252,130	181,090	-28%
<b>Total Program Budget</b>	<b>1,581,519</b>	<b>1,754,750</b>	<b>1,708,490</b>	<b>1,674,940</b>	<b>-5%</b>
Capital/One-Time Studies	0	0	0	0	0%
Interfund Transfers	0	0	0	0	0%
<b>Total Storm Drain Budget</b>	<b>\$1,581,519</b>	<b>\$1,754,750</b>	<b>\$1,708,490</b>	<b>\$1,674,940</b>	<b>-5%</b>

<b>Personnel Summary</b>	2.99	3.04	3.04	3.04	
--------------------------	------	------	------	------	--

### Significant Changes:

\$71,040 decrease in Interdepartmental charges.

# 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 2016-17 Actual	FY 2017-18 Adj Budget	FY 2017-18 Projected	FY 2018-19 Budget	Budget % Change
<b>Beginning Balance:</b>	<b>\$2,987,121</b>	<b>\$3,435,700</b>	<b>\$3,435,700</b>	<b>\$1,761,437</b>	<b>-49%</b>

### Revenue Summary

Urban Runoff Fee	2,296,534	2,300,000	2,300,000	2,300,000	0%
Violations/Citations	286,536	332,500	332,500	312,000	-6%
Other Revenue	172	0	70	70	100%
Investment Earnings	12,262	22,169	36,627	36,107	63%
<b>Total</b>	<b>\$2,595,504</b>	<b>\$2,654,669</b>	<b>\$2,669,197</b>	<b>\$2,648,177</b>	<b>0%</b>

### Program Summary

Storm Water Permit Compliance	1,581,457	4,118,240	3,709,370	1,823,900	-56%
Street Cleaning	565,473	634,090	634,090	660,570	4%
<b>Total Clean Ocean</b>	<b>\$2,146,930</b>	<b>\$4,752,330</b>	<b>\$4,343,460</b>	<b>\$2,484,470</b>	<b>-48%</b>

<b>Ending Balance:</b>	<b>\$3,435,695</b>	<b>\$1,338,039</b>	<b>\$1,761,437</b>	<b>\$1,925,144</b>	<b>44%</b>
------------------------	--------------------	--------------------	--------------------	--------------------	------------

### Category Expenditure Summary

Personnel	266,675	486,560	292,670	384,840	-21%
Supplies	43,723	47,880	37,760	37,430	-22%
Contractual Services	757,549	1,135,400	931,190	960,090	-15%
Other Charges	139,407	206,450	205,800	216,000	5%
Interdepartmental Charges	346,676	446,930	446,930	330,000	-26%
<b>Total Program Budget</b>	<b>1,554,030</b>	<b>2,323,220</b>	<b>1,914,350</b>	<b>1,928,360</b>	<b>-17%</b>
Capital/One-Time Studies	0	0	0	2,000	100%
Interfund Transfers	592,900	2,429,110	2,429,110	554,110	-77%
<b>Total Clean Ocean Budget</b>	<b>\$2,146,930</b>	<b>\$4,752,330</b>	<b>\$4,343,460</b>	<b>2,484,470</b>	<b>-48%</b>

<b>Personnel Summary</b>	<b>3.40</b>	<b>3.40</b>	<b>3.40</b>	<b>3.00</b>	
--------------------------	-------------	-------------	-------------	-------------	--

### Significant Changes:

\$101,720 decrease in Personnel costs related to staffing changes, including 0.4 FTE moved to Public Works Admin.  
 \$1,875,000 decrease in transfers as a result of lower activity in the Clean Ocean Improvement Reserve.



# 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 2016-17 Actual	FY 2017-18 Adjusted	FY 2017-18 Projected	FY 2018-19 Budget	Budget % Change
<b>Beginning Balance:</b>	<b>\$355,878</b>	<b>\$352,100</b>	<b>\$352,100</b>	<b>\$292,750</b>	<b>-17%</b>
<b>Revenue Summary</b>					
Solid Waste Revenues	202,068	198,700	195,300	192,900	-3%
<b>Total</b>	<b>\$202,068</b>	<b>\$198,700</b>	<b>\$195,300</b>	<b>\$192,900</b>	<b>-3%</b>
<b>Program Summary</b>					
Solid Waste Management	205,849	260,140	254,650	230,080	-12%
<b>Total Solid Waste</b>	<b>\$205,849</b>	<b>\$260,140</b>	<b>\$254,650</b>	<b>\$230,080</b>	<b>-12%</b>
<b>Ending Balance:</b>	<b>\$352,097</b>	<b>\$290,660</b>	<b>\$292,750</b>	<b>\$255,570</b>	<b>-12%</b>
<b>Category Expenditure Summary</b>					
Personnel	106,778	107,410	107,920	111,900	4%
Supplies	11,422	14,900	14,900	14,900	0%
Contractual Services	9,402	25,500	20,500	22,000	-14%
Other Charges	17,767	34,520	33,520	19,400	-44%
Interdepartmental Charges	60,480	77,810	77,810	61,880	-20%
<b>Total Program Budget</b>	<b>205,849</b>	<b>260,140</b>	<b>254,650</b>	<b>230,080</b>	<b>-12%</b>
Capital/One-Time Studies	0	0	0	0	0%
Interfund Transfers	0	0	0	0	0%
<b>Total Solid Waste Budget</b>	<b>\$205,849</b>	<b>\$260,140</b>	<b>\$254,650</b>	<b>230,080</b>	<b>-12%</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 2016-17 Actual	FY 2017-18 Adj Budget	FY 2017-18 Projected	FY 2018-19 Budget	Budget % Change
<b>Beginning Balance:</b>	-\$455,986	-\$650,760	-\$650,760	-\$56,312	-91%
<b>Revenue Summary</b>					
Golf Fees	1,667,846	1,675,000	1,775,000	1,725,000	3%
Registration Fees	68,444	64,000	62,400	62,400	-3%
Concessions	426,175	395,000	420,000	420,000	6%
Other Revenue	315	550,000	550,000	0	-100%
Investment Earnings	-887	-1,888	-3,642	-254	-87%
<b>Total</b>	<b>\$2,161,893</b>	<b>\$2,682,112</b>	<b>\$2,803,758</b>	<b>\$2,207,146</b>	<b>-18%</b>
<b>Program Summary</b>					
Golf Course Maintenance	2,356,666	2,193,280	2,209,310	2,199,020	0%
<b>Total Golf</b>	<b>\$2,356,666</b>	<b>\$2,193,280</b>	<b>\$2,209,310</b>	<b>\$2,199,020</b>	<b>0%</b>
<b>Ending Balance:</b>	<b>-\$650,759</b>	<b>-\$161,928</b>	<b>-\$56,312</b>	<b>-\$48,186</b>	<b>-70%</b>
<b>Category Expenditure Summary</b>					
Personnel	976,798	869,310	849,290	893,550	3%
Supplies	152,231	142,200	143,950	144,200	1%
Contractual Services	409,533	482,500	516,800	491,460	2%
Other Charges	353,143	347,600	347,600	344,000	-1%
Interdepartmental Charges	245,550	296,670	296,670	270,810	-9%
Debt Service	194,119	35,000	35,000	35,000	0%
<b>Total Program Budget</b>	<b>2,331,374</b>	<b>2,173,280</b>	<b>2,189,310</b>	<b>2,179,020</b>	<b>0%</b>
Capital/One-Time Studies	0	0	0	0	0%
Interfund Transfers	25,292	20,000	20,000	20,000	0%
<b>Total Golf Budget</b>	<b>\$2,356,666</b>	<b>\$2,193,280</b>	<b>\$2,209,310</b>	<b>2,199,020</b>	<b>0%</b>
<b>Personnel Summary</b>	9.50	9.00	9.00	9.00	

### Significant Changes:

\$24,240 increase in Personnel costs related to salary and benefits.

# 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:** Two capital improvement projects are budgeted for FY 2019. Capital improvement projects include \$300,000 for the Calle Real Pump Station Rehabilitation project and \$800,000 for Reservoir 10 & 6 Water Line. Contractual Services of \$600,000 includes \$300,000 for Water System Rehabilitation, \$100,000 for Meter Replacements, and \$100,000 for Pico Booster PS Pump Replacement.

**Net Working Capital Balance:** The ending net working capital will decrease to \$3.7 million at the end of FY 2018-19.

Description	FY 2016-17 Actual	FY 2017-18 Adj Budget	FY 2017-18 Projected	FY 2018-19 Budget	% Budget 17-18 To Budget 18-19
<b>Beginning Balance</b>	<b>\$12,158,888</b>	<b>\$9,768,620</b>	<b>\$9,768,620</b>	<b>\$2,770,770</b>	<b>-72%</b>
<b>Additions:</b>					
Depreciation Funded	1,485,023	1,170,000	1,170,000	1,170,000	0%
Depreciation Asset Model	1,421,670	1,621,000	1,621,000	1,721,000	6%
Grant Revenue	0	0	64,800	0	0%
Investment Earnings	32,823	60,190	106,490	60,420	0%
Transfer from Sewer Fund	0	188,830	160,000	30,000	-84%
Transfer from Storm Drain Fund	0	41,480	41,480	0	-100%
<b>Total Additions</b>	<b>2,939,516</b>	<b>3,081,500</b>	<b>3,163,770</b>	<b>2,981,420</b>	<b>-3%</b>
<b>Deductions:</b>					
Contractual Services	543,633	1,746,890	1,566,730	600,000	-66%
Capital Improvements*	4,352,632	8,169,960	8,337,740	1,100,000	-87%
Interdepartmental Charges	115,263	102,150	102,150	144,540	41%
Transfer to General Fund	25,000	25,000	25,000	25,000	0%
Transfer to Sewer Depreciation	250,000	0	0	75,000	100%
Transfer to Street Improvement	0	100,000	100,000	100,000	0%
Transfer to Storm Drain	0	30,000	30,000	0	-100%
Transfer to Information Technology	43,256	0	0	0	0%
<b>Total Deductions</b>	<b>5,329,784</b>	<b>10,174,000</b>	<b>10,161,620</b>	<b>2,044,540</b>	<b>-80%</b>
<b>Ending Balance</b>	<b>\$9,768,620</b>	<b>\$2,676,120</b>	<b>\$2,770,770</b>	<b>\$3,707,650</b>	<b>39%</b>

# Water Depreciation Reserve

<b>*Detail of Capital Improvements:</b>	<b>FY 2016-17 Actual</b>	<b>FY 2017-18 Adj Budget</b>	<b>FY 2017-18 Projected</b>	<b>FY 2018-19 Budget</b>	<b>% Budget 17-18 To Budget 18-19</b>
Reservoir 8 Cathodic Protection	32,391	0	0	0	0%
Highland Light Ductile Iron Pipeline Replacement	3,020,531	527,490	527,490	0	-100%
Reservoir No. 12 Rehabilitation	56,093	0	0	0	0%
Reservoir No. 9 & 10 Chemical Improvements	35,527	0	0	0	0%
Well Water Acquirer Monitoring Improvements	42,794	253,790	253,790	0	-100%
E. Avenida Magdalena Water Line Upsize	0	0	0	0	0%
Interstate 5/Pico Interchange Wtr Improv.	3,339	13,750	294,110	0	-100%
La Esperanza PRS Rehabilitation	285,727	0	0	0	0%
Reata Pump Stations Rehab	24,437	1,536,860	1,536,860	0	-100%
Reservoir No. 8 Interior Coating	28,483	0	0	0	0%
Ave Del Presidente Waterline Replacement	503,976	410,370	410,370	0	-100%
Blanco Pump Station Rehabilitation	21,620	216,860	216,860	0	-100%
Tesoro PRS Rehabilitation	277,559	385,350	272,770	0	-100%
Well Filter Plant Rehabilitation	9,120	490,880	490,880	0	-100%
Reservoirs 5A, 10, 12, &14 Improvements	11,035	4,334,610	4,334,610	0	-100%
Calle Real Pump Station Rehabilitation	0	0	0	300,000	100%
Reservoir 10 & 6 Water Line	0	0	0	800,000	100%
<b>Total Capital Improvements</b>	<b>\$4,352,632</b>	<b>\$8,169,960</b>	<b>\$8,337,740</b>	<b>\$1,100,000</b>	<b>-87%</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:** There are no capital projects proposed for FY 2018-19.

**Net Working Capital Balance:** The ending net working capital will be \$435,505 at the end of FY 2018-19.

Description	FY 2016-17 Actual	FY 2017-18 Adj Budget	FY 2017-18 Projected	FY 2018-19 Budget	% Budget 17-18 To Budget 18-19
<b>Beginning Balance</b>	<b>\$2,783,451</b>	<b>\$2,668,730</b>	<b>\$2,668,730</b>	<b>\$441,742</b>	<b>-83%</b>
<b>Additions:</b>					
Water Acreage Fees	13,559	1,000	21,500	1,000	0%
Investment Earnings	7,514	16,444	29,092	9,633	-41%
Transfer from Water Operating	0	400,000	100,000	0	-100%
<b>Total Additions</b>	<b>21,073</b>	<b>417,444</b>	<b>150,592</b>	<b>10,633</b>	<b>-97%</b>
<b>Deductions:</b>					
Contractual Services	21,542	11,470	11,470	0	-100%
Capital Improvements*	101,348	2,360,570	2,360,910	0	-100%
Interdepartmental Charges	12,900	5,200	5,200	16,870	224%
<b>Total Deductions</b>	<b>135,790</b>	<b>2,377,240</b>	<b>2,377,580</b>	<b>16,870</b>	<b>-99%</b>
<b>Ending Balance</b>	<b>\$2,668,734</b>	<b>\$708,934</b>	<b>\$441,742</b>	<b>\$435,505</b>	<b>-39%</b>
<b>*Detail of Capital Improvements:</b>					
Reservoir 10 & 6 Water Line Land	22	0	0	0	0%
Reservoir 10 & 6 Water Line	29,958	180,880	181,220	0	-100%
Reeves Pump Station	49,275	1,901,780	1,901,780	0	-100%
Recycled Water Expansion Phase II	22,093	277,910	277,910	0	-100%
<b>Total Capital Improvements</b>	<b>\$101,348</b>	<b>\$2,360,570</b>	<b>\$2,360,910</b>	<b>\$0</b>	<b>-100%</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:** No JRWSS Agency Projects are scheduled for 2018-19.

**Net Working Capital Balance:** The ending net working capital will be \$5.0 million at the end of FY 2018-19.

Description	FY 2016-17 Actual	FY 2017-18 Adj Budget	FY 2017-18 Projected	FY 2018-19 Budget	% Budget 17-18 To Budget 18-19
<b>Beginning Balance</b>	<b>\$4,536,124</b>	<b>\$5,273,470</b>	<b>\$5,273,470</b>	<b>\$4,216,007</b>	<b>-20%</b>
<b>Additions:</b>					
Other Agency Depreciation Funded	800,000	700,000	800,000	700,000	0%
Investment Earnings	12,245	32,493	57,487	91,936	183%
<b>Total Additions</b>	<b>812,245</b>	<b>732,493</b>	<b>857,487</b>	<b>791,936</b>	<b>8%</b>
<b>Deductions:</b>					
Contractual Services	56,681	3,080,210	1,900,000	0	-100%
Interdepartmental Charges	18,220	14,950	14,950	16,590	11%
<b>Total Deductions</b>	<b>74,901</b>	<b>3,095,160</b>	<b>1,914,950</b>	<b>16,590</b>	<b>-99%</b>
<b>Ending Balance</b>	<b>\$5,273,468</b>	<b>\$2,910,803</b>	<b>\$4,216,007</b>	<b>\$4,991,353</b>	<b>71%</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 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 \$750,000. Capital Projects total \$2.4 million. Major projects include \$850,000 for WRP Boiler Replacement and \$1.4 million for WRP Gravity Belt Thickener Replacement. Major maintenance projects include \$250,000 for Sewer Line Point Repairs and \$300,000 for Sewer System Replacements.

**Net Working Capital Balance:** The net working capital will be \$3.0 million at the end of FY 2018-19.

Description	FY 2016-17 Actual	FY 2017-18 Adj Budget	FY 2017-18 Projected	FY 2018-19 Budget	% Budget 17-18 To Budget 18-19
<b>Beginning Balance</b>	<b>\$10,971,063</b>	<b>\$9,221,080</b>	<b>\$9,221,080</b>	<b>\$3,550,425</b>	<b>-61%</b>
<b>Additions:</b>					
Depreciation Funded	2,845,431	2,560,000	2,560,000	2,840,000	11%
Investment Earnings	28,026	71,806	101,265	53,780	-25%
Transfer from Sewer Connection Fee	366,000	0	0	0	0%
Transfer from Water Depreciation	250,000	0	0	75,000	100%
<b>Total Additions</b>	<b>3,489,457</b>	<b>2,631,806</b>	<b>2,661,265</b>	<b>2,968,780</b>	<b>13%</b>
<b>Deductions:</b>					
Contractual Services	3,274,613	2,843,480	2,190,380	750,000	-74%
Capital Improvements*	1,473,102	5,769,520	5,699,620	2,400,000	-58%
Interdepartmental Charges	123,468	126,920	126,920	185,700	46%
Transfer to General Fund	25,000	25,000	25,000	25,000	0%
Transfer to Street Improvement	0	100,000	100,000	100,000	0%
Transfer to Water Fund	0	188,830	160,000	30,000	-84%
Transfer to Storm Drain Fund	0	30,000	30,000	0	-100%
Transfer to Sewer Connection	300,000	0	0	0	0%
Transfer to Other Funds	43,256	0	0	0	0%
<b>Total Deductions</b>	<b>5,239,439</b>	<b>9,083,750</b>	<b>8,331,920</b>	<b>3,490,700</b>	<b>-62%</b>
<b>Ending Balance</b>	<b>\$9,221,081</b>	<b>\$2,769,136</b>	<b>\$3,550,425</b>	<b>\$3,028,505</b>	<b>9%</b>

# Sewer Depreciation Reserve

<b>*Detail of Capital Improvements:</b>	<b>FY 2016-17 Actual</b>	<b>FY 2017-18 Adj Budget</b>	<b>FY 2017-18 Projected</b>	<b>FY 2018-19 Budget</b>	<b>% Budget 17-18 To Budget 18-19</b>
Sewer System SCADA Implementation	216,913	1,308,030	1,308,030	0	-100%
WRP Solids Handling	6,970	0	0	0	0%
Land Outfall Rectifier	4,750	145,250	75,000	0	-100%
Digester #1 Structural & Mechanical Rehab	126,254	59,130	59,130	0	-100%
Portable Generator Replacements	396,422	0	350	0	0%
Primary Clarifier No 4 and 5 Rehab	347,674	572,330	572,330	0	-100%
WRP Electrical Systems Replacement	15,120	984,880	984,880	0	-100%
WRP Laboratory Rehabilitaion	7,861	92,140	92,140	0	-100%
Linda Lane Lift Station Stabilization	48,899	0	0	0	0%
WRP Gravity Belt Thickener Replacement	8,961	341,040	341,040	1,400,000	311%
Los Molinos Lift Station Generator Replacement	1,982	258,020	258,020	0	-100%
Odor Control Systems Replacement	271,196	1,228,800	1,228,800	0	-100%
WRP Gas Flare Rehabilitation	20,100	579,900	579,900	0	-100%
WRP Security Gate	0	200,000	200,000	150,000	-25%
WRP Boiler Replacement	0	0	0	850,000	100%
<b>Total Capital Improvements</b>	<b>\$1,473,102</b>	<b>\$5,769,520</b>	<b>\$5,699,620</b>	<b>\$2,400,000</b>	<b>-58%</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:** Contractual service projects total \$250,000 for a WRP Efficiency Study in FY 2018-19.

**Net Working Capital Balance:** The net working capital will be \$6.0 million at the end of FY 2018-19.

Description	FY 2016-17 Actual	FY 2017-18 Adj Budget	FY 2017-18 Projected	FY 2018-19 Budget	% Budget 16-17 To Budget 17-18
<b>Beginning Balance</b>	<b>\$6,496,542</b>	<b>\$6,193,170</b>	<b>\$6,193,170</b>	<b>\$6,164,083</b>	<b>0%</b>
<b>Additions:</b>					
Sewer Connection Fees	241,742	15,460	222,480	15,460	0%
Investment Earnings	16,596	48,227	68,013	93,370	94%
Transfer from Sewer Depreciation	300,000	0	0	0	0%
<b>Total Additions</b>	<b>558,338</b>	<b>63,687</b>	<b>290,493</b>	<b>108,830</b>	<b>71%</b>
<b>Deductions:</b>					
Contractual Services	115,293	183,240	183,240	250,000	36%
Capital Improvements*	342,740	492,390	95,990	0	-100%
Interdepartmental Charges	37,680	40,350	40,350	38,500	-5%
Transfer to Sewer Depreciation	366,000	0	0	0	0%
<b>Total Deductions</b>	<b>861,713</b>	<b>715,980</b>	<b>319,580</b>	<b>288,500</b>	<b>-60%</b>
<b>Ending Balance</b>	<b>\$6,193,167</b>	<b>\$5,540,877</b>	<b>\$6,164,083</b>	<b>\$5,984,413</b>	<b>8%</b>
<b>*Detail of Capital Improvements:</b>					
Recycled Water Expansion	160,523	86,480	86,480	0	-100%
Solids Handling Sludge Storage Tank	182,217	9,510	9,510	0	-100%
Tertiary Filter Backwash Improvements	0	396,400	0	0	-100%
<b>Total Capital Improvements</b>	<b>\$342,740</b>	<b>\$492,390</b>	<b>\$95,990</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 2018-19.

**Net Working Capital Balance:** The ending net working capital will be \$2.8 million at the end of FY 2018-19.

Description	FY 2016-17 Actual	FY 2017-18 Adj Budget	FY 2017-18 Projected	FY 2018-19 Budget	% Budget 17-18 To Budget 18-19
<b>Beginning Balance</b>	<b>\$2,662,557</b>	<b>\$2,771,790</b>	<b>\$2,771,790</b>	<b>\$2,726,700</b>	<b>-2%</b>
<b>Additions:</b>					
Other Agency Depreciation Funded	250,000	300,000	300,000	300,000	0%
Investment Earnings	6,802	21,584	30,440	41,303	91%
<b>Total Additions</b>	<b>256,802</b>	<b>321,584</b>	<b>330,440</b>	<b>341,303</b>	<b>6%</b>
<b>Deductions:</b>					
Contractual Services	131,219	361,460	361,460	200,000	-45%
Interdepartmental Charges	16,350	14,070	14,070	23,490	67%
<b>Total Deductions</b>	<b>147,569</b>	<b>375,530</b>	<b>375,530</b>	<b>223,490</b>	<b>-40%</b>
<b>Ending Balance</b>	<b>\$2,771,790</b>	<b>\$2,717,844</b>	<b>\$2,726,700</b>	<b>\$2,844,513</b>	<b>5%</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 Project totaling \$700,000 is included in the FY 2018-19 Budget for M01/Avenida Vaquero Culvert Structural Rehabilitation. Contractual Services includes \$200,000 for continuing Storm Drain Rehabilitation activities.

**Net Working Capital Balance:** Ending net working capital will be \$1.4 million at the end of 2018-19.

Description	FY 2016-17 Actual	FY 2017-18 Adj Budget	FY 2017-18 Projected	FY 2018-19 Budget	% Budget 17-18 To Budget 18-19
<b>Beginning Balance</b>	<b>\$3,502,408</b>	<b>\$2,128,510</b>	<b>\$2,128,510</b>	<b>\$1,427,761</b>	<b>-33%</b>
<b>Additions:</b>					
Depreciation Funded	894,768	890,000	890,000	890,000	0%
Investment Earnings	14,503	15,385	30,771	31,587	105%
Other Federal Grant	266,016	0	0	0	0%
Other State Grant	7,172	0	0	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	94,640	0	0	0	0%
<b>Total Additions</b>	<b>1,277,099</b>	<b>995,385</b>	<b>1,010,771</b>	<b>921,587</b>	<b>-7%</b>
<b>Deductions:</b>					
Contractual Services	2,050,592	379,160	379,160	200,000	-47%
Capital Improvements*	521,508	1,228,850	1,230,180	700,000	-43%
Interdepartmental Charges	78,892	60,700	60,700	70,500	16%
Transfer to Water Depreciation	0	41,480	41,480	0	-100%
<b>Total Deductions</b>	<b>2,650,992</b>	<b>1,710,190</b>	<b>1,711,520</b>	<b>970,500</b>	<b>-43%</b>
<b>Ending Balance</b>	<b>\$2,128,515</b>	<b>\$1,413,705</b>	<b>\$1,427,761</b>	<b>\$1,378,848</b>	<b>-2%</b>

## Storm Drain Utility Depreciation Reserve

<b>*Detail of Capital Improvements:</b>	<b>FY 2016-17 Actual</b>	<b>FY 2017-18 Adj Budget</b>	<b>FY 2017-18 Projected</b>	<b>FY 2018-19 Budget</b>	<b>% Budget 17-18 To Budget 18-19</b>
Via Ballena Storm Drain Relocation	2,922	0	1,330	0	0%
Via Montega/Cascadita Storm Drain to M01	15,994	731,360	731,360	0	-100%
Calle De Los Molinos/Calle Redondel SD Rehab	66,600	383,480	383,480	0	-100%
MO1/Avenida Vaquero Culvert Structural Rehab	28,531	71,470	71,470	700,000	879%
Calle Toledo Storm Drain	407,461	42,540	42,540	0	-100%
<b><i>Total Capital Improvements</i></b>	<b>\$521,508</b>	<b>\$1,228,850</b>	<b>\$1,230,180</b>	<b>\$700,000</b>	<b>-43%</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:** There are no capital projects budgeted for FY 2018-19.

**Net Working Capital Balance:** Net working capital will be \$74,406 at the end of FY 2018-19.

Description	FY 2016-17 Actual	FY 2017-18 Adj Budget	FY 2017-18 Projected	FY 2018-19 Budget	% Budget 17-18 To Budget 18-19
<b>Beginning Balance</b>	<b>\$128,259</b>	<b>\$128,790</b>	<b>\$128,790</b>	<b>\$92,333</b>	<b>-28%</b>
<b>Additions:</b>					
Investment Earnings	527	831	1,373	1,893	128%
Transfer from Operating Fund	38,790	1,875,000	1,875,000	0	-100%
<b>Total Additions</b>	<b>39,317</b>	<b>1,875,831</b>	<b>1,876,373</b>	<b>1,893</b>	<b>-100%</b>
<b>Deductions:</b>					
Contractual Services	586	880,000	800,000	0	-100%
Capital Improvements*	21,860	1,096,120	1,096,120	0	-100%
Interdepartmental Charges	16,340	16,710	16,710	19,820	19%
<b>Total Deductions</b>	<b>38,786</b>	<b>1,992,830</b>	<b>1,912,830</b>	<b>19,820</b>	<b>-99%</b>
<b>Ending Balance</b>	<b>\$128,790</b>	<b>\$11,791</b>	<b>\$92,333</b>	<b>\$74,406</b>	<b>531%</b>
<b>*Detail of Capital Improvements:</b>					
MO2 Water Quality Treatment	0	0	0	0	0%
Trafalgar Canyon Outlet Water Quality Improv.	1,360	68,630	68,630	0	-100%
Maintenance Yard Covers	20,500	652,490	652,490	0	-100%
Pier Understory Bird Deterrent	0	375,000	375,000	0	-100%
<b>Total Capital Improvements</b>	<b>\$21,860</b>	<b>\$1,096,120</b>	<b>\$1,096,120</b>	<b>\$0</b>	<b>-100%</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 various repairs.

**Net Working Capital Balance:** The net working capital balance will be \$2.7 million at the end of FY 2018-19. Net working capital includes an interfund loan receivable of \$1.25 million from the Golf Operating Fund.

Description	FY 2016-17 Actual	FY 2017-18 Adj Budget	FY 2017-18 Projected	FY 2018-19 Budget	% Budget 17-18 To Budget 18-19
<b>Beginning Balance</b>	<b>\$2,055,164</b>	<b>\$2,294,240</b>	<b>\$2,294,240</b>	<b>\$2,484,036</b>	<b>8%</b>
<b>Additions:</b>					
Depreciation Funded	210,305	196,137	203,137	207,000	6%
Transfer from Golf Operating	25,292	20,000	20,000	20,000	0%
Transfer from Fleet Maintenance	35,640	0	0	0	0%
Investment Earnings	3,998	6,659	12,839	11,216	68%
Interest on internal loan	25,000	0	0	0	0%
<b>Total Additions</b>	<b>300,235</b>	<b>222,796</b>	<b>235,976</b>	<b>238,216</b>	<b>7%</b>
<b>Deductions:</b>					
Contractual Services	14,247	0	0	0	0%
Capital Improvements*	42,205	46,000	40,120	10,000	-78%
Interfund Charges	4,710	6,060	6,060	3,810	-37%
<b>Total Deductions</b>	<b>61,162</b>	<b>52,060</b>	<b>46,180</b>	<b>13,810</b>	<b>-73%</b>
<b>Ending Balance</b>	<b>\$2,294,237</b>	<b>\$2,464,976</b>	<b>\$2,484,036</b>	<b>\$2,708,442</b>	<b>10%</b>
<b>*Detail of Capital Improvements:</b>					
Improvements other than Buildings	1,205	10,000	10,000	10,000	0%
Machinery & Equipment	41,000	36,000	30,120	0	-100%
<b>Total Capital Improvements</b>	<b>\$42,205</b>	<b>\$46,000</b>	<b>\$40,120</b>	<b>\$10,000</b>	<b>-78%</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.

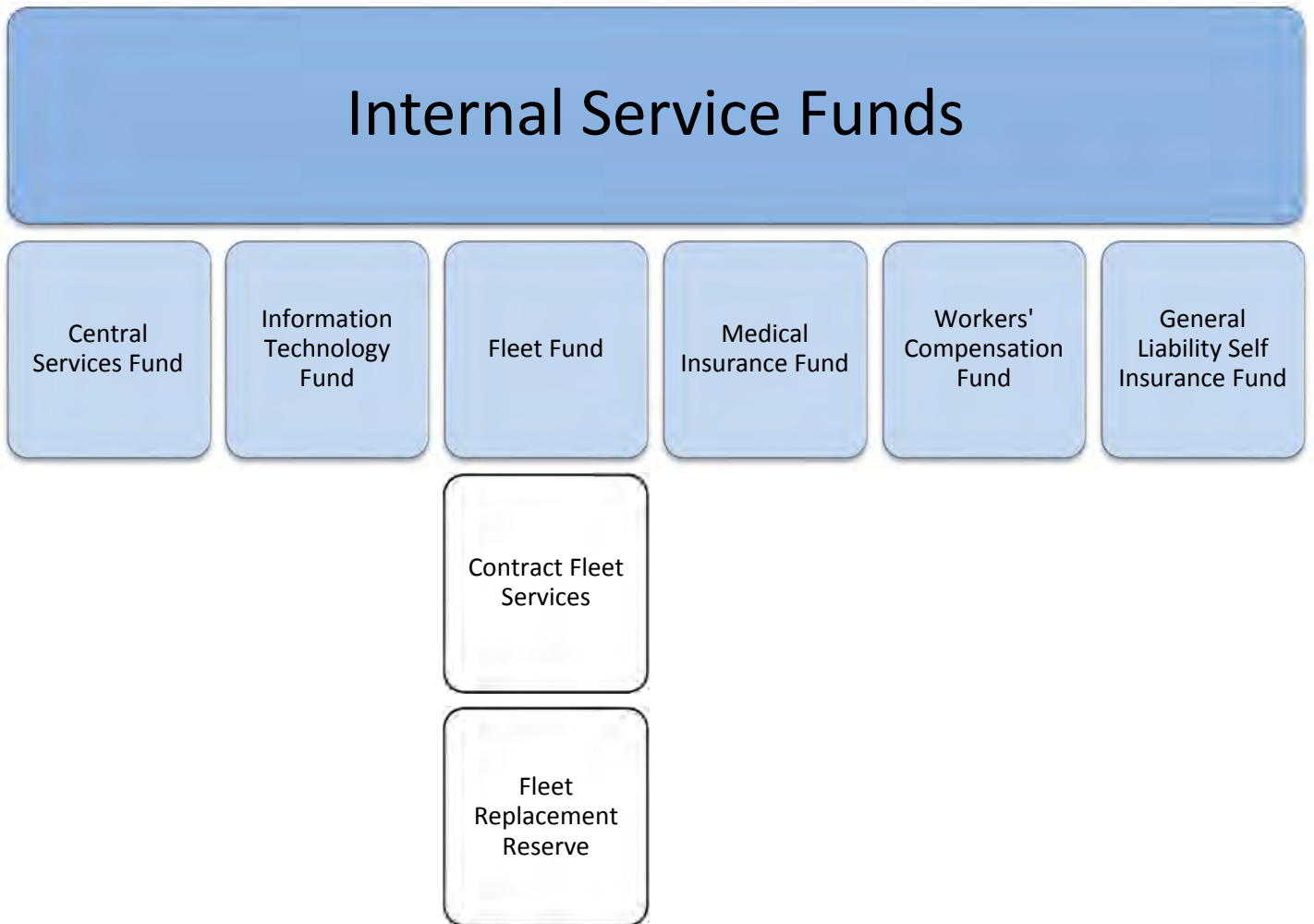
**Legal Basis:** This program was created by City Resolution No. 30-85 and 02-86. Resources in this program are assigned.

**Budget Overview:** Contractual Services total \$325,000 for concrete sidewalk repairs.

**Net Working Capital Balance:** The net working capital balance will be \$1.1 million at the end of FY 2018-19. \$500,000 of net working capital represents an interfund loan receivable from the Golf Operating Fund.

Description	FY 2016-17 Actual	FY 2017-18 Adj Budget	FY 2017-18 Projected	FY 2018-19 Budget	% Budget 17-18 To Budget 18-19
<b>Beginning Balance</b>	<b>\$1,080,200</b>	<b>\$1,215,670</b>	<b>\$1,215,670</b>	<b>\$1,337,116</b>	<b>10%</b>
<b>Additions:</b>					
Depreciation Funded	140,121	147,963	140,963	133,000	-10%
Investment Earnings	2,101	3,529	6,803	6,038	71%
Interest on internal loan	10,000	0	0	0	0%
<b>Total Additions</b>	<b>152,222</b>	<b>151,492</b>	<b>147,766</b>	<b>139,038</b>	<b>-8%</b>
<b>Deductions:</b>					
Contractual Services	0	0	0	325,000	100%
Capital Improvements*	12,041	16,930	20,540	0	-100%
Interdepartmental Charges	4,710	5,780	5,780	3,580	-38%
<b>Total Deductions</b>	<b>16,751</b>	<b>22,710</b>	<b>26,320</b>	<b>328,580</b>	<b>1347%</b>
<b>Ending Balance</b>	<b>\$1,215,671</b>	<b>\$1,344,452</b>	<b>\$1,337,116</b>	<b>\$1,147,574</b>	<b>-15%</b>
<b>*Detail of Capital Improvements:</b>					
Concrete Sidewalk Repair	12,041	16,930	20,540	0	-100%
<b>Total Capital Improvements</b>	<b>\$12,041</b>	<b>\$16,930</b>	<b>\$20,540</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 \$486,300 which reflect communication charges, postage, imaging charges and duplication charges.

**Net Working Capital Balance:** The ending net working capital balance is \$280 at the end of FY 2018-19.

Expenditures By Category	FY 2016-17 Actual	FY 2017-18 Adj Budget	FY 2017-18 Projected	FY 2018-19 Budget	% Budget 17-18 To Budget 18-19
Personnel	52,919	60,960	54,660	59,390	-3%
Supplies	47,426	52,430	48,030	52,330	0%
Contractual Services	304,886	525,270	521,520	379,810	-28%
Other Charges	107	0	0	0	0%
Interdepartmental Charges	44,640	44,570	44,570	48,720	9%
Debt Service	39,272	38,120	38,120	38,110	0%
Interfund Transfer	0	75,000	75,000	0	-100%
<b>Total</b>	<b>\$489,250</b>	<b>\$796,350</b>	<b>\$781,900</b>	<b>\$578,360</b>	<b>-27%</b>

Description	FY 2016-17 Actual	FY 2017-18 Adj Budget	FY 2017-18 Projected	FY 2018-19 Budget	% Budget 17-18 To Budget 18-19
<b>Beginning Balance</b>	<b>\$311,720</b>	<b>\$240,460</b>	<b>\$240,460</b>	<b>\$46,840</b>	<b>-81%</b>
<b>Additions:</b>					
Imaging Fees	43,538	42,000	42,000	42,000	0%
Investment Earnings	695	2,500	3,500	3,500	40%
Charges to Other Departments	373,670	542,780	542,780	486,300	-10%
Other Revenues	84	0	0	0	0%
<b>Total Additions</b>	<b>417,987</b>	<b>587,280</b>	<b>588,280</b>	<b>531,800</b>	<b>-9%</b>
<b>Deductions:</b>					
Central Services	257,274	261,640	252,690	259,370	-1%
Communications	231,976	534,710	529,210	318,990	-40%
<b>Total Deductions</b>	<b>489,250</b>	<b>796,350</b>	<b>781,900</b>	<b>578,360</b>	<b>-27%</b>
<b>Ending Balance</b>	<b>\$240,457</b>	<b>\$31,390</b>	<b>\$46,840</b>	<b>\$280</b>	<b>-99%</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 \$172,450 at the end of FY 2018-19.

Expenditures By Category	FY 2016-17 Actual	FY 2017-18 Adj Budget	FY 2017-18 Projected	FY 2018-19 Budget	% Budget 17-18 To Budget 18-19
Personnel	868,858	836,010	814,920	873,820	5%
Supplies	2,260	5,000	2,800	3,000	-40%
Contractual Services	733,745	1,149,110	1,108,060	856,930	-25%
Other Charges	34,530	15,600	15,640	15,600	0%
Capital Outlay	522,947	366,050	341,050	85,000	-77%
Interdepartmental Charges	140,020	156,060	156,060	150,930	-3%
<b>Total</b>	<b>\$2,302,360</b>	<b>\$2,527,830</b>	<b>\$2,438,530</b>	<b>\$1,985,280</b>	<b>-21%</b>

Description	FY 2016-17 Actual	FY 2017-18 Adj Budget	FY 2017-18 Projected	FY 2018-19 Budget	% Budget 17-18 To Budget 18-19
<b>Beginning Balance</b>	<b>\$649,534</b>	<b>\$436,800</b>	<b>\$436,800</b>	<b>\$120,140</b>	<b>-72%</b>
<b>Additions:</b>					
Charges to Other Departments	1,862,880	2,034,090	2,034,090	2,034,090	0%
Investment Earnings	2,669	9,000	9,000	3,500	-61%
Other Revenue	240	0	3,780	0	0%
Interfund Transfers	223,840	75,000	75,000	0	-100%
<b>Total Additions</b>	<b>2,089,629</b>	<b>2,118,090</b>	<b>2,121,870</b>	<b>2,037,590</b>	<b>-4%</b>
<b>Deductions:</b>					
<b>Total Deductions</b>	<b>2,302,360</b>	<b>2,527,830</b>	<b>2,438,530</b>	<b>1,985,280</b>	<b>-21%</b>
<b>Ending Balance</b>	<b>\$436,803</b>	<b>\$27,060</b>	<b>\$120,140</b>	<b>\$172,450</b>	<b>537%</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 2018-19.

**Net Working Capital Balance:** Net working capital is anticipated to decrease to \$45,593 at the end of FY 2018-19.

Description	FY 2016-17 Actual	FY 2017-18 Adj Budget	FY 2017-18 Projected	FY 2018-19 Budget	% Budget 17-18 To Budget 18-19
<b>Beginning Balance</b>	<b>\$379,740</b>	<b>\$409,260</b>	<b>\$409,260</b>	<b>\$227,366</b>	<b>-44%</b>
<b>Additions:</b>					
Charges to Other Departments	865,170	743,540	743,540	859,130	16%
Investment Earnings	1,218	2,872	4,666	2,927	2%
Miscellaneous Income	10,272	10,000	10,000	10,000	0%
<b>Total Additions</b>	<b>876,660</b>	<b>756,412</b>	<b>758,206</b>	<b>872,057</b>	<b>15%</b>
<b>Deductions:</b>					
Supplies	265,518	362,350	314,800	391,000	8%
Contractual Services*	527,667	577,640	572,840	590,540	2%
Interdepartmental Charges	53,960	52,460	52,460	72,290	38%
<b>Total Deductions</b>	<b>847,145</b>	<b>992,450</b>	<b>940,100</b>	<b>1,053,830</b>	<b>6%</b>
<b>Ending Balance</b>	<b>\$409,255</b>	<b>\$173,222</b>	<b>\$227,366</b>	<b>\$45,593</b>	<b>-74%</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 is not budgeted in FY 2018-19 is for replacement of vehicles and equipment.

**Net Working Capital Balance:** Net working capital will increase to \$5.4 million at the end of FY 2018-19.

Description	FY 2016-17 Actual	FY 2017-18 Adj Budget	FY 2017-18 Projected	FY 2018-19 Budget	% Budget 17-18 To Budget 18-19
<b>Beginning Balance</b>	<b>\$5,273,567</b>	<b>\$5,291,600</b>	<b>\$5,291,600</b>	<b>\$4,821,414</b>	<b>-9%</b>
<b>Additions:</b>					
Replacement Charges to Depts.	549,860	540,600	540,600	501,610	-7%
Investment Earnings	16,918	37,128	60,334	62,073	67%
Gain/Loss on Disposal of Fixed Assets	0	0	50,000	0	0%
Transfer from Other Funds	0	50,770	0	0	-100%
<b>Total Additions</b>	<b>566,778</b>	<b>628,498</b>	<b>650,934</b>	<b>563,683</b>	<b>-10%</b>
<b>Deductions:</b>					
Capital Outlay*	509,237	1,248,260	1,117,700	0	-100%
Interfund Charges	3,870	3,420	3,420	6,410	87%
Transfer to Golf Fund	35,640	0	0	0	0%
<b>Total Expenditures</b>	<b>548,747</b>	<b>1,251,680</b>	<b>1,121,120</b>	<b>6,410</b>	<b>-99%</b>
<b>Ending Balance</b>	<b>\$5,291,598</b>	<b>\$4,668,418</b>	<b>\$4,821,414</b>	<b>\$5,378,687</b>	<b>15%</b>

# Fleet Replacement Reserve

<b>*Detail of Capital Outlay (Replacements):</b>	<b>FY 2016-17 Actual</b>	<b>FY 2017-18 Adj Budget</b>	<b>FY 2017-18 Projected</b>	<b>FY 2018-19 Budget</b>	<b>% Budget 17-18 To Budget 18-19</b>
Auto Equipment	0	117,691	0	0	0%
Unit #1181 Ford F550	148,804	0	0	0	0%
Unit #1182 Ford F550	142,547	0	0	0	0%
Unit #1186 BMW R1200RTW Motorcycle	28,415	0	0	0	0%
Unit #1187 BMW R1200RTW Motorcycle	28,415	0	0	0	0%
Unit #1188 2017 Ford Escape S	21,315	0	0	0	0%
Unit #1189 2017 Ford Escape S	21,315	0	0	0	0%
Unit #1190 2017 Ford Escape S	21,315	0	0	0	0%
Unit #1191 2017 Ford Explorer	27,533	0	0	0	0%
Unit #1195 2017 Ford Escape	22,210	0	0	0	0%
Unit #1196 2017 Ford Taurus	24,415	0	0	0	0%
Unit #1198 2017 Ford Escape S	22,953	0	0	0	0%
Unit #1060 2007 Ford F150	0	21,080	26,000	0	-100%
Unit #1061 2007 Ford F150 4X4	0	24,480	26,000	0	-100%
Unit #1093 2008 Ford Ranger	0	20,090	20,090	0	-100%
Unit #1143 2011 Honda TRX420FE8	0	7,640	7,640	0	-100%
Unit #1160 2013 Honda TRXFE	0	7,310	7,631	0	-100%
Unit #1161 2013 Honda TRXFE	0	7,310	7,631	0	-100%
Unit #1020 2004 Ford Ranger	0	28,890	23,552	0	-100%
Unit #0987 2001 Ford Ranger 4X2	0	26,860	22,263	0	-100%
Unit #1059 2007 Ford F150	0	21,080	22,262	0	-100%
Unit #0970 2000 GMC 3500	0	28,490	28,490	0	-100%
Unit #0986 2001 Ford Ranger	0	26,820	23,552	0	-100%
Unit #1039 Chevy 3/4 ton Cargo Van	0	20,760	28,000	0	-100%
Unit #1003 2002 Ford F250 Utility Body	0	38,880	39,306	0	-100%
Unit #1051 2006 Ford E250	0	23,240	38,880	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	15,809	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	24,663	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	24,663	0	-100%
Unit #0983 2001 Ford Ranger	0	25,000	24,663	0	-100%
Unit #1091 2008 Ford Utility Body	0	32,760	32,670	0	-100%
Unit #1027 2004 Ford 3/4 ton Utility Body	0	27,600	27,600	0	-100%
Unit #1904 2008 Ford Crown Victoria	0	29,000	29,000	0	-100%
Unit #1054 2006 Ford F350 w/Generator	0	50,640	50,640	0	-100%
Unit #1019 2004 Ford F250	0	39,000	39,306	0	-100%
Unit #1066 2007 Ford F150 Supercab	0	21,700	24,441	0	-100%
Unit #1067 2007 Ford F150 Supercab	0	21,700	24,441	0	-100%
Unit # 1040 Chevy Silverado 1500	0	35,000	0	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	23,552	0	-100%
Unit #1941 2009 Ford Crown Victoria	0	31,000	22,953	0	-100%
Unit #1131 Ford F350	0	37,170	42,143	0	-100%
Replacement of 5 Ford F350 Utility Trucks	0	50,769	50,769	0	-100%
<b>Total Capital Outlay</b>	<b>\$509,237</b>	<b>\$1,248,260</b>	<b>\$1,117,700</b>	<b>\$0</b>	<b>-100%</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 \$40,510 at the end of FY 2018-19.

Description	FY 2016-17 Actual	FY 2017-18 Adj Budget	FY 2017-18 Projected	FY 2018-19 Budget	% Budget 17-18 To Budget 18-19
<b>Beginning Balance</b>	<b>\$12,309</b>	<b>\$18,210</b>	<b>\$18,210</b>	<b>\$28,810</b>	<b>58%</b>
<b>Additions:</b>					
Premiums Charged	2,866,838	3,308,560	3,414,940	3,559,380	8%
COBRA Premiums	1,028	3,000	400	1,500	-50%
Retiree Premiums	223,365	348,000	270,520	283,700	-18%
Investment Earnings	-1,888	100	100	100	0%
Miscellaneous Income	16,699	7,000	10,100	10,100	44%
<b>Total Additions</b>	<b>3,106,042</b>	<b>3,666,660</b>	<b>3,696,060</b>	<b>3,854,780</b>	<b>5%</b>
<b>Deductions:</b>					
Claims Paid	197,638	234,280	168,000	220,000	-6%
Premiums Paid	2,819,348	3,303,620	3,407,620	3,510,160	6%
Claims Administration	15,230	38,000	34,180	30,000	-21%
Other Charges	50	0	0	0	0%
Contractual Services	2,043	2,400	2,400	2,400	0%
Interfund Charges	65,830	73,260	73,260	80,520	10%
<b>Total Deductions</b>	<b>3,100,139</b>	<b>3,651,560</b>	<b>3,685,460</b>	<b>3,843,080</b>	<b>5%</b>
<b>Ending Balance</b>	<b>\$18,212</b>	<b>\$33,310</b>	<b>\$28,810</b>	<b>\$40,510</b>	<b>22%</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 manual rates 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 2018-19 will be \$1.5 million. This \$1.5 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 amounts to cover claims prior to 1995 when the City was self-insured.

Description	FY 2016-17 Actual	FY 2017-18 Adj Budget	FY 2017-18 Projected	FY 2018-19 Budget	% Budget 17-18 To Budget 18-19
<b>Beginning Balance</b>	<b>\$1,532,079</b>	<b>\$1,586,990</b>	<b>\$1,586,990</b>	<b>\$1,555,540</b>	<b>-2%</b>
<b>Additions:</b>					
Prem. Charged to Other Funds	454,740	484,000	484,000	505,000	4%
Investment Earnings	7,325	10,400	16,400	17,400	67%
Other Revenue	38,501	0	17,230	0	0%
<b>Total Additions</b>	<b>500,566</b>	<b>494,400</b>	<b>517,630</b>	<b>522,400</b>	<b>6%</b>
<b>Deductions:</b>					
Supplies	7,741	12,100	7,100	6,100	-50%
Contractual Services	7,863	12,500	7,860	9,000	-28%
Other Charges	380,233	515,000	493,950	511,000	-1%
Interfund Charges	49,820	40,170	40,170	41,620	4%
<b>Total Deductions</b>	<b>445,657</b>	<b>579,770</b>	<b>549,080</b>	<b>567,720</b>	<b>-2%</b>
<b>Ending Balance</b>	<b>\$1,586,988</b>	<b>\$1,501,620</b>	<b>\$1,555,540</b>	<b>\$1,510,220</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 FY 2004-2005 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 Bellota land sale proceeds under a subsidence settlement agreement. Land proceeds are not budgeted, with the last proceeds received in FY 2017-18. Expenses include administrative costs, claims and payments to CJPIA to provide coverage.

**Net Working Capital Balance:** Ending net working capital is \$4.3 million at the end of FY 2018-19.

Description	FY 2016-17 Actual	FY 2017-18 Adj Budget	FY 2017-18 Projected	FY 2018-19 Budget	% Budget 17-18 To Budget 18-19
<b>Beginning Balance</b>	<b>\$1,999,839</b>	<b>\$1,988,670</b>	<b>\$1,988,670</b>	<b>\$3,961,410</b>	<b>99%</b>
<b>Additions:</b>					
Employer Premiums	2,500,000	3,000,000	3,000,000	3,000,000	0%
Investment Earnings	8,967	8,000	18,500	19,000	138%
Transfer from the General Fund	450,000	300,000	0	0	-100%
Gain/Loss on Disposal of Assets	1,970,245	0	1,970,000	0	0%
Miscellaneous Revenues	1,470	0	0	0	0%
<b>Total Additions</b>	<b>4,930,682</b>	<b>3,308,000</b>	<b>4,988,500</b>	<b>3,019,000</b>	<b>-9%</b>
<b>Deductions:</b>					
Personnel	168,747	166,450	172,620	185,420	11%
Supplies	22	700	700	700	0%
Contractual Services	1,556,070	703,300	702,600	568,250	-19%
Other Charges	3,148,012	2,084,400	2,084,400	1,848,950	-11%
Interfund Charges	69,000	55,440	55,440	59,780	8%
<b>Total Deductions</b>	<b>4,941,851</b>	<b>3,010,290</b>	<b>3,015,760</b>	<b>2,663,100</b>	<b>-12%</b>
<b>Ending Balance</b>	<b>\$1,988,670</b>	<b>\$2,286,380</b>	<b>\$3,961,410</b>	<b>\$4,317,310</b>	<b>89%</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 2018-19. 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 2018-19). In addition, an easy-reference map allows the reader to identify the location of major new projects in FY 2018-19.

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 2019 Capital Improvement Projects

The total budget for the City’s Capital Improvements in FY 2018-19 is \$13.1 million. There are 24 Capital Improvement Projects included in the program for FY 2018-19. The chart below summarizes the FY 2018-19 new CIP program by project amount (in millions), number, and type:

Category	Dollars (in millions)	Number of projects
Drainage	\$ 0.7	1
Parks & Medians	0.5	4
Sewer	2.4	3
Streets	5.0	6
Water	1.1	2
Facilities and Other Improvements	3.4	8
<b>FY 2018-19 Capital Improvement Projects</b>	<b>\$ 13.1</b>	<b>24</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 (\$5.0 million) are primarily based on the Street Master Plan and the Street Improvement Program. Water (\$1.1 million), Sewer (\$2.4 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 (\$3.4 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. 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 \$4.9 million on 26 maintenance and other contractual projects which consist of \$0.2 million in Drainage, \$0.5 million in Parks & Medians, \$1.3 million in Sewer, \$2.0 million in Street, \$0.7 million in Water and \$0.2 million in Facilities and Other Improvements.

<b>Category</b>	Dollars (in millions)	Number of projects
Drainage	\$ 0.2	1
Parks & Medians	0.5	2
Sewer	1.3	6
Streets	2.0	10
Water	0.7	6
Facilities and Other Improvements	0.2	1
<b>FY 2018-19 Maintenance and Other Projects</b>	<b>\$ 4.9</b>	<b>26</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:

- Digester #1 Structural & Mechanical Rehabilitation
- Solids Handling Sludge Storage Tank

The Digester #1 Structural & Mechanical Rehabilitation will lower on-going maintenance costs at the City's Water Reclamation Plant. The Solids Handling project will not lower on-going maintenance expenses.

Other significant projects that are carried forward and new projects that will require significant future annual maintenance costs include:

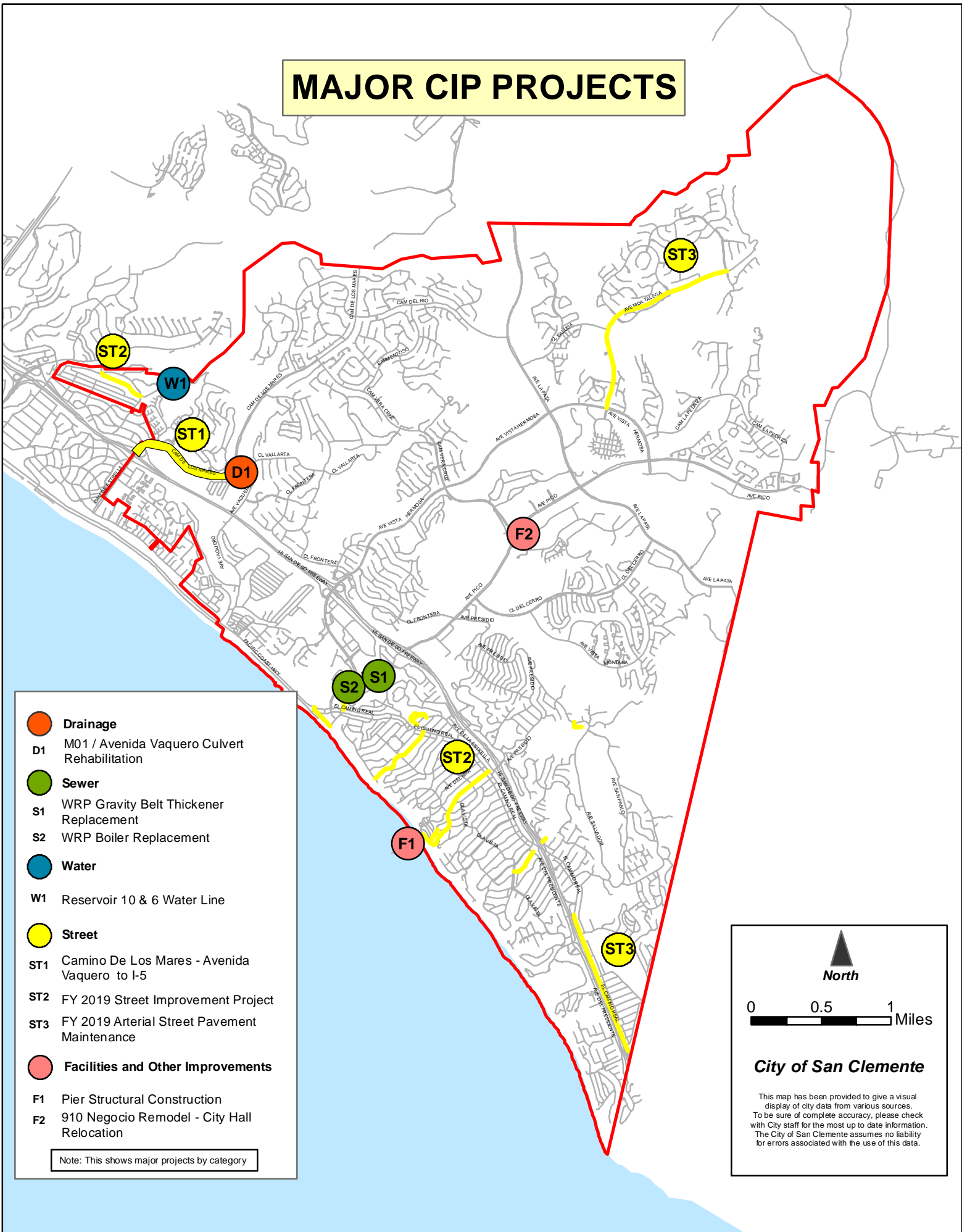
- WRP Odor Control Systems Replacement (chemical use will decrease as a result of this project)
- Pier Structural Construction (maintenance is typically performed on a five-year cycle)
- City Hall Relocation (maintenance costs may increase)

The project detail sheets show projected future operating costs by year and the related funding source.

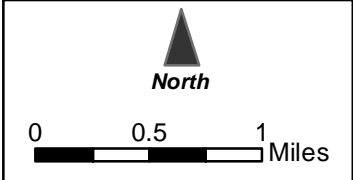
## Carry Forward Projects

Carry Forward Projects are CIP projects approved in prior fiscal years which are brought forward into the new fiscal year budget. There are 112 projects totaling \$37.1 million being carried forward into FY 2018-19. 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 M01 / Avenida Vaquero Culvert Rehabilitation
  - Sewer**
  - S1 WRP Gravity Belt Thickener Replacement
  - S2 WRP Boiler Replacement
  - Water**
  - W1 Reservoir 10 & 6 Water Line
  - Street**
  - ST1 Camino De Los Mares - Avenida Vaquero to I-5
  - ST2 FY 2019 Street Improvement Project
  - ST3 FY 2019 Arterial Street Pavement Maintenance
  - Facilities and Other Improvements**
  - F1 Pier Structural Construction
  - F2 910 Negocio Remodel - City Hall Relocation
- Note: This shows major projects by category

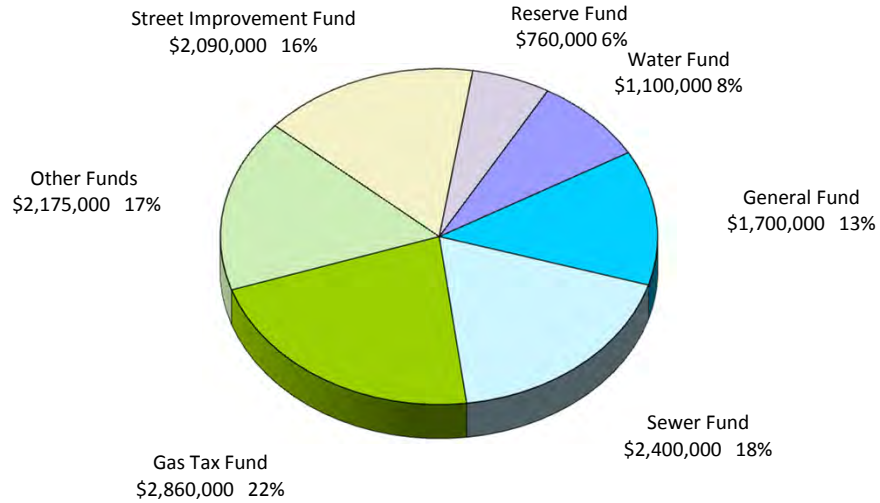


**City of San Clemente**

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.

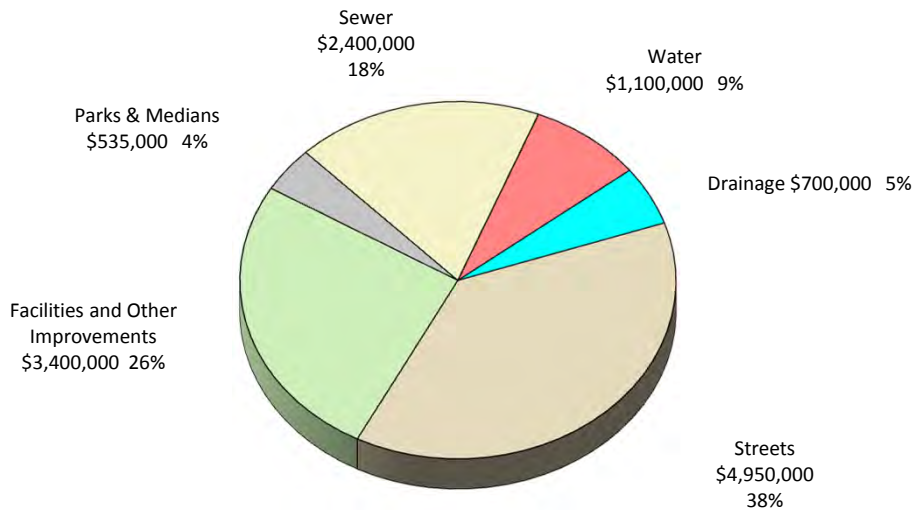
# New Capital Improvement Projects - Graphs

## Capital Improvement Projects Revenue Summary FY 2018-19



**Total Capital Improvement Revenue Summary - \$13,085,000**

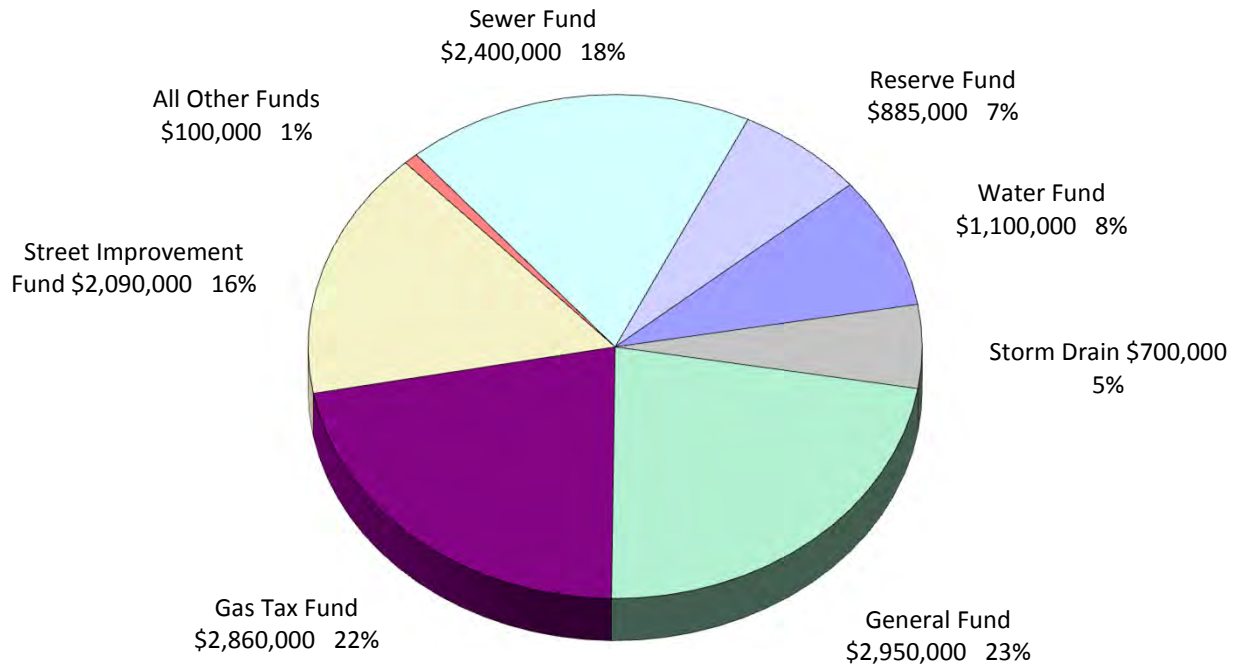
## Capital Improvement Projects Expenditure by Category Summary FY 2018-19



**Total Capital Improvement Expenditure Summary - \$13,085,000**

# New Capital Improvement Projects - Graphs

## Capital Improvement Projects Expenditure by Fund Summary FY 2018-19



**Total Capital Improvement Expenditure Summary - \$13,085,000**

# New Capital Improvement Projects

## Summary by Category

Description	6 Yr. Total	FY 2018-19	FY 2019-20	FY 2020-21	FY 2021-22	FY 2022-23	FY 2023-24
<b>Drainage</b>							
Caballeros Storm Drain Extension	350,000	0	0	100,000	250,000	0	0
Del Cerro	175,000	0	0	0	0	0	175,000
M00P02 Extension	839,800	0	0	839,800	0	0	0
M00P10 Replacement	844,900	0	0	0	200,000	644,900	0
M00S05 Extension	666,900	0	666,900	0	0	0	0
M01/Avenida Vaquero Culvert Rehabilitation	700,000	700,000	0	0	0	0	0
M02 Reach "E" Natural Channel Slope Protection	500,000	0	0	0	0	500,000	0
M0203 San Clemente High School Storm Drain Improvements	800,000	0	0	0	800,000	0	0
M0208 Amanecer	350,000	0	0	0	0	350,000	0
Marblehead Coastal Storm Drain Improvement	350,000	0	350,000	0	0	0	0
Pier Bowl Area Storm Drain Improvements	500,000	0	100,000	400,000	0	0	0
Plaza La Playa - Storm Dain Rehabilitation	200,000	0	200,000	0	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
	9,276,600	700,000	1,316,900	1,339,800	1,400,000	2,094,900	2,425,000
<b>Beaches, Parks &amp; Medians</b>							
Aquatics Center Dry Storage Roof	100,000	100,000	0	0	0	0	0
Avenida Del Mar Electrical Services & Street Tree Rehabilitation	1,000,000	100,000	900,000	0	0	0	0
Forester Ranch Playground Replacement	300,000	0	0	0	300,000	0	0
LPVH Lacrosse/Football Field Synthetic Turf Replacement	250,000	250,000	0	0	0	0	0
LPVH Soccer Fields Synthetic Turf Replacement	500,000	0	500,000	0	0	0	0
Mira Costa Park, Verde Park Playground Replacements	275,000	0	275,000	0	0	0	0
New Linda Lane Park Restroom	500,000	0	100,000	400,000	0	0	0
Park Master Plan Priority Projects	1,000,000	0	500,000	500,000	0	0	0
Sport Court Lighting Replacement	85,000	85,000	0	0	0	0	0
Steed Park Playground Replacement	250,000	0	0	250,000	0	0	0
Talega Park Playground Replacement	250,000	0	0	0	0	250,000	0
Terra Grande Park Playground Replacement	250,000	0	0	0	0	0	250,000
	4,760,000	535,000	2,275,000	1,150,000	300,000	250,000	250,000
<b>Sewer</b>							
Blower No. 3 Replacement	950,000	0	200,000	750,000	0	0	0
Cypress Shores PS Force Main Rehabilitation	600,000	0	0	0	200,000	400,000	0
Digester #2 Structural & Mechanical Rehabilitation	1,200,000	0	0	200,000	1,000,000	0	0
Headworks Grit Cyclone Replacement	1,000,000	0	0	200,000	800,000	0	0
Los Molinos Lift Station Generator Replacement	200,000	0	200,000	0	0	0	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
Sludge Dehydration System	2,220,000	0	0	0	220,000	2,000,000	0
Solids Handling Improvements	500,000	0	500,000	0	0	0	0
WRP Boiler Replacement	850,000	850,000	0	0	0	0	0
WRP Co-Generation	3,900,000	0	0	0	0	400,000	3,500,000
WRP Electrical System Replacements	1,000,000	0	1,000,000	0	0	0	0
WRP Gravity Belt Thickener Replacement	1,400,000	1,400,000	0	0	0	0	0
WRP Odor Control Systems Replacement	5,500,000	0	1,500,000	0	2,000,000	0	2,000,000
WRP Security Gate	150,000	150,000	0	0	0	0	0
	21,970,000	2,400,000	3,400,000	1,150,000	4,320,000	4,000,000	6,700,000
<b>Streets</b>							
Alley Pavement Rehabilitation	1,380,000	690,000	690,000	0	0	0	0
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	750,000	0	750,000	0	0	0	0
Calle Industrias/Avenida Pico Intersection Signals	30,000	30,000	0	0	0	0	0
Camino De Los Mares - Avenida Vaquero to I-5	1,500,000	1,500,000	0	0	0	0	0
Downtown Audible Pedestrian Signal Heads	30,000	30,000	0	0	0	0	0
FY 2019 Arterial Street Pavement Maintenance	1,300,000	1,300,000	0	0	0	0	0
FY 2019 Street Improvement Projects	1,400,000	1,400,000	0	0	0	0	0
FY 2020 Arterial Street Pavement Maintenance	750,000	0	750,000	0	0	0	0
FY 2020 Street Improvement Projects	1,500,000	0	1,500,000	0	0	0	0
FY 2021 Arterial Street Pavement Maintenance	772,500	0	0	772,500	0	0	0
FY 2021 Street Improvement Projects	1,750,000	0	0	1,750,000	0	0	0
FY 2022 Arterial Street Pavement Maintenance	800,000	0	0	0	800,000	0	0
FY 2022 Street Improvement Projects	1,800,000	0	0	0	1,800,000	0	0
FY 2023 Arterial Street Pavement Maintenance	845,000	0	0	0	0	845,000	0



# New Capital Improvement Projects

## Summary by Category

Description	6 Yr. Total	FY 2018-19	FY 2019-20	FY 2020-21	FY 2021-22	FY 2022-23	FY 2023-24
FY 2023 Street Improvement Projects	1,850,000	0	0	0	0	1,850,000	0
FY 2024 Arterial Street Pavement Maintenance	895,000	0	0	0	0	0	895,000
FY 2024 Street Improvement Projects	1,900,000	0	0	0	0	0	1,900,000
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	0	200,000	800,000	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	0	0	100,000	400,000	0
Intersection Improvements at Pico & Calle Del Cerro	750,000	0	0	150,000	600,000	0	0
Sidewalk Improvements/CDBG	650,000	0	130,000	130,000	130,000	130,000	130,000
Slurry Seal Various Arterials - FY 20	700,000	0	700,000	0	0	0	0
Slurry Seal Various Arterials - FY 21	700,000	0	0	700,000	0	0	0
Slurry Seal Various Arterials - FY 22	700,000	0	0	0	700,000	0	0
Slurry Seal Various Arterials - FY 23	700,000	0	0	0	0	700,000	0
Slurry Seal Various Arterials - FY 24	700,000	0	0	0	0	0	700,000
South El Camino Real Parkway Renovation/Upgrade	600,000	0	0	0	100,000	500,000	0
Street Light LED Conversion - Phase III	250,000	0	250,000	0	0	0	0
	<b>30,527,500</b>	<b>4,950,000</b>	<b>6,670,000</b>	<b>4,927,500</b>	<b>5,130,000</b>	<b>5,225,000</b>	<b>3,625,000</b>
<b>Water</b>							
AC Pipe Replacement 308 Zone	1,000,000	0	0	0	0	0	1,000,000
Acapulco Pump Station Rehabilitation	2,000,000	0	0	250,000	1,750,000	0	0
Blanco Pump Station Rehabilitation	2,000,000	0	0	2,000,000	0	0	0
Calle Lobina Connection	200,000	0	0	0	200,000	0	0
Calle Real Pump Station Rehabilitation	2,500,000	300,000	2,200,000	0	0	0	0
Calle Vallarta PRS	325,000	0	0	0	0	325,000	0
City-wide Copper Main Replacement	1,050,000	0	0	0	50,000	500,000	500,000
Costero Risco PRS Rehabilitation	200,000	0	0	0	0	0	200,000
Del Cerro Pressure Reduction Station Rehabilitation	350,000	0	0	0	350,000	0	0
El Camino Real Pipe Connection	220,000	0	40,000	180,000	0	0	0
El Levante PRS Rehabilitation	325,000	0	0	0	325,000	0	0
Golf Course Reclaimed Water Pond Relining	350,000	0	0	350,000	0	0	0
La Pata Recycled Waterline Rehabilitation	750,000	0	0	0	0	750,000	0
La Pata, Esmarca, Patricia Check Valves	300,000	0	0	0	0	0	300,000
La Quinta Pressure Reduction Station Rehabilitation	325,000	0	0	0	0	0	325,000
Potable Water Reservoir Improvement Projects	1,500,000	0	0	0	500,000	1,000,000	0
Pump Station Bypass Pump Connections	100,000	0	0	100,000	0	0	0
Reata Pump Station Rehabilitation	700,000	0	700,000	0	0	0	0
Recycled Water Expansion Phase II	4,000,000	0	4,000,000	0	0	0	0
Reservoir 10 & 6 Water Line	800,000	800,000	0	0	0	0	0
Reservoir No. 6 Removal	100,000	0	0	0	0	100,000	0
Well 6 Replacement	2,500,000	0	0	0	0	0	2,500,000
Well Filter Plant Backwash Sump PS Rehabilitation	1,000,000	0	0	200,000	800,000	0	0
Well Filter Plant Rehabilitation	800,000	0	800,000	0	0	0	0
	<b>23,395,000</b>	<b>1,100,000</b>	<b>7,740,000</b>	<b>3,080,000</b>	<b>3,975,000</b>	<b>2,675,000</b>	<b>4,825,000</b>
<b>Facilities and Other Improvements</b>							
910 Negocio Remodel - City Hall Relocation	2,500,000	2,500,000	0	0	0	0	0
Aquatics Center Paint & Patch	80,000	80,000	0	0	0	0	0
Aquatics Center Play Activity Pool Plaster Replacement	60,000	60,000	0	0	0	0	0
Aquatics Center Replace Main Pool Plaster	140,000	0	140,000	0	0	0	0
Aquatics Center Shade Structure Replacements	120,000	0	0	120,000	0	0	0
Bonito Canyon Light Pole & Fixture Replacements	115,000	115,000	0	0	0	0	0
Boys & Girls Club Trash Enclosure Replacement	45,000	45,000	0	0	0	0	0
City Hall Feasibility & Geotechnical Study	5,000,000	0	5,000,000	0	0	0	0
Community Center Structural Repair and Upgrades	80,000	0	0	80,000	0	0	0
Corporation Yard Bldg "J" Structural Repair and Upgrades	250,000	0	250,000	0	0	0	0
Corporation Yard Bldg "K" Structural Repair and Upgrades	85,000	0	85,000	0	0	0	0
Corporation Yard Bldg "N" Structural Repair and Upgrades	85,000	0	85,000	0	0	0	0
Corps of Engineers Sand Replenishment - Construction	4,000,000	0	4,000,000	0	0	0	0
Corps of Engineers Sand Replenishment - PED Phase	100,000	100,000	0	0	0	0	0
Corto Lane Beach Access Rehabilitation	1,850,000	0	0	250,000	1,600,000	0	0
Corto Lane Beach Restrooms Replacement	500,000	0	100,000	400,000	0	0	0
End of Pier Restrooms Replacement	500,000	0	0	100,000	400,000	0	0
Marine Safety Building Structural Repair and Upgrades	250,000	250,000	0	0	0	0	0
North Beach Concessions Structural Repair and Upgrades	85,000	0	0	85,000	0	0	0
Pier Structural Construction	300,000	250,000	0	25,000	0	25,000	0

# New Capital Improvement Projects

## Summary by Category

Description	6 Yr. Total	FY 2018-19	FY 2019-20	FY 2020-21	FY 2021-22	FY 2022-23	FY 2023-24
Riviera Stair Rehabilitation	100,000	0	0	0	100,000	0	0
Trafalgar Canyon Bridge Rehabilitation	350,000	0	100,000	250,000	0	0	0
	16,595,000	3,400,000	9,760,000	1,310,000	2,100,000	25,000	0
<b>Total CIP</b>	<b>106,524,100</b>	<b>13,085,000</b>	<b>31,161,900</b>	<b>12,957,300</b>	<b>17,225,000</b>	<b>14,269,900</b>	<b>17,825,000</b>

\* Shading indicates presented projects.

# Maintenance and Other Projects

## Summary by Category

Description	6 Yr. Total	FY 2018-19	FY 2019-20	FY 2020-21	FY 2021-22	FY 2022-23	FY 2023-24
<b>Drainage</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>Beaches, Parks &amp; Medians</b>							
Municipal Golf Cart Path Repair	325,000	325,000	0	0	0	0	0
Park Monument Sign Replacements	200,000	200,000	0	0	0	0	0
	525,000	525,000	0	0	0	0	0
<b>Sewer</b>							
Alessandro Sewer Bridge Assessment	250,000	0	250,000	0	0	0	0
Chlorine Contact Tank Cover	100,000	0	0	0	0	100,000	0
Digester #2 Cleaning, Residual Disposal & Inspection	225,000	0	225,000	0	0	0	0
La Pata Lift Station Wet Well Rehabilitation	100,000	0	0	0	100,000	0	0
Los Molinos Wet Well Lining	1,000,000	0	0	0	0	200,000	800,000
Ocean Outfall Junction Structure Repairs	200,000	200,000	0	0	0	0	0
Sewer Line Point Repairs	500,000	250,000	250,000	0	0	0	0
Sewer System Lining	400,000	200,000	200,000	0	0	0	0
Sewer System Rehabilitation	1,800,000	300,000	300,000	300,000	300,000	300,000	300,000
Sewer System Replacement	600,000	100,000	100,000	100,000	100,000	100,000	100,000
WRP Efficiency Study	250,000	250,000	0	0	0	0	0
	5,425,000	1,300,000	1,325,000	400,000	500,000	700,000	1,200,000
<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	0	0	70,000
Downtown Paseo Plan	700,000	0	0	0	0	200,000	500,000
Major Street Maintenance Program	3,300,000	550,000	550,000	550,000	550,000	550,000	550,000
Marblehead Coastal Light Poles & Fixtures	30,000	30,000	0	0	0	0	0
Pavement Management System Update	250,000	50,000	0	150,000	0	50,000	0
San Clemente Trolley	717,402	119,567	119,567	119,567	119,567	119,567	119,567
Sidewalk Repair & Improvements	900,000	150,000	150,000	150,000	150,000	150,000	150,000
Sidewalk Repair & Improvements	350,000	350,000	0	0	0	0	0
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
	10,547,402	1,954,567	1,524,567	1,674,567	1,524,567	1,774,567	2,094,567
<b>Water</b>							
Dead-End Water System Improvements	100,000	0	50,000	0	50,000	0	0
JRWSS Agency Projects	2,485,000	0	1,100,000	540,000	845,000	0	0
Meter Replacements	1,200,000	100,000	100,000	100,000	300,000	300,000	300,000
Pico Booster PS Pump Replacement	100,000	100,000	0	0	0	0	0
Reservoir 5A Interior Coating Replacement	500,000	0	0	500,000	0	0	0
Water Distribution System Insert Valve Program	175,000	75,000	0	50,000	0	50,000	0
Water System Air-Vac Replacement Program	75,000	25,000	0	25,000	0	25,000	0
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	0	0	0	200,000	0
	7,235,000	700,000	1,650,000	1,615,000	1,595,000	975,000	700,000
<b>Facilities and Other Improvements</b>							
ADA Improvements	500,000	0	100,000	100,000	100,000	100,000	100,000
Maintenance Services Rehabilitation	1,700,000	250,000	250,000	300,000	300,000	300,000	300,000
T-Street Overpass Maintenance	200,000	0	0	200,000	0	0	0
	2,400,000	250,000	350,000	600,000	400,000	400,000	400,000
<b>Total Maintenance &amp; Other Projects</b>	<b>27,332,402</b>	<b>4,929,567</b>	<b>5,049,567</b>	<b>4,489,567</b>	<b>4,219,567</b>	<b>4,049,567</b>	<b>4,594,567</b>

\* Shading indicates presented projects.

# New Capital Improvement Projects

## Summary by Fund

Description	6 Yr. Total	FY 2018-19	FY 2019-20	FY 2020-21	FY 2021-22	FY 2022-23	FY 2023-24
<b>General Fund</b>							
910 Negocio Remodel - City Hall Relocation	2,500,000	2,500,000	0	0	0	0	0
Avenida Del Mar Electrical Services & Street Tree Rehabilitation	1,000,000	100,000	900,000	0	0	0	0
City Hall Feasibility & Geotechnical Study	5,000,000	0	5,000,000	0	0	0	0
Corps of Engineers Sand Replenishment - Construction	4,000,000	0	4,000,000	0	0	0	0
Corps of Engineers Sand Replenishment - PED Phase	100,000	100,000	0	0	0	0	0
Corto Lane Beach Access Rehabilitation	1,850,000	0	0	250,000	1,600,000	0	0
Corto Lane Beach Restrooms Replacement	500,000	0	100,000	400,000	0	0	0
End of Pier Restrooms Replacement	500,000	0	0	100,000	400,000	0	0
Pier Structural Construction	300,000	250,000	0	25,000	0	25,000	0
Riviera Stair Rehabilitation	100,000	0	0	0	100,000	0	0
South El Camino Real Parkway Renovation/Upgrade	600,000	0	0	0	100,000	500,000	0
Trafalgar Canyon Bridge Rehabilitation	350,000	0	100,000	250,000	0	0	0
	16,800,000	2,950,000	10,100,000	1,025,000	2,200,000	525,000	0
<b>Gas Tax Fund</b>							
Calle Industrias/Avenida Pico Intersection Signals	30,000	30,000	0	0	0	0	0
Camino De Los Mares - Avenida Vaquero to I-5	1,500,000	1,500,000	0	0	0	0	0
Downtown Audible Pedestrian Signal Heads	30,000	30,000	0	0	0	0	0
FY 2019 Arterial Street Pavement Maintenance	1,300,000	1,300,000	0	0	0	0	0
FY 2020 Arterial Street Pavement Maintenance	750,000	0	750,000	0	0	0	0
FY 2021 Arterial Street Pavement Maintenance	772,500	0	0	772,500	0	0	0
FY 2022 Arterial Street Pavement Maintenance	800,000	0	0	0	800,000	0	0
FY 2023 Arterial Street Pavement Maintenance	845,000	0	0	0	0	845,000	0
FY 2024 Arterial Street Pavement Maintenance	895,000	0	0	0	0	0	895,000
Slurry Seal Various Arterials - FY 2020	700,000	0	700,000	0	0	0	0
Slurry Seal Various Arterials - FY 2021	700,000	0	0	700,000	0	0	0
Slurry Seal Various Arterials - FY 2022	700,000	0	0	0	700,000	0	0
Slurry Seal Various Arterials - FY 2023	700,000	0	0	0	0	700,000	0
Slurry Seal Various Arterials - FY 2024	700,000	0	0	0	0	0	700,000
	10,422,500	2,860,000	1,450,000	1,472,500	1,500,000	1,545,000	1,595,000
<b>Reserve Fund</b>							
Aquatics Center Paint & Patch	80,000	80,000	0	0	0	0	0
Aquatics Center Play Activity Pool Plaster Replacement	60,000	60,000	0	0	0	0	0
Aquatics Center Replace Main Pool Plaster	140,000	0	140,000	0	0	0	0
Aquatics Center Shade Structure Replacements	120,000	0	0	120,000	0	0	0
Bonito Canyon Light Pole & Fixture Replacements	115,000	115,000	0	0	0	0	0
Boys & Girls Club Trash Enclosure Replacement	45,000	45,000	0	0	0	0	0
Community Center Structural Repair and Upgrades	80,000	0	0	80,000	0	0	0
Corporation Yard Bldg "J" Structural Repair and Upgrades	250,000	0	250,000	0	0	0	0
Corporation Yard Bldg "K" Structural Repair and Upgrades	85,000	0	85,000	0	0	0	0
Corporation Yard Bldg "N" Structural Repair and Upgrades	85,000	0	85,000	0	0	0	0
Forester Ranch Playground Replacement	300,000	0	0	0	300,000	0	0
LPVH Lacrosse/Football Field Synthetic Turf Replacement	250,000	250,000	0	0	0	0	0
LPVH Soccer Fields Synthetic Turf Replacement	500,000	0	500,000	0	0	0	0
Mira Costa Park, Verde Park Playground Replacements	275,000	0	275,000	0	0	0	0
Marine Safety Building Structural Repair and Upgrades	250,000	250,000	0	0	0	0	0
North Beach Concessions Structural Repair and Upgrades	85,000	0	0	85,000	0	0	0
Sport Court Lighting Replacement	85,000	85,000	0	0	0	0	0
Steed Park Playground Replacement	250,000	0	0	250,000	0	0	0
Street Light LED Conversion - Phase III	250,000	0	250,000	0	0	0	0
Talega Park Playground Replacement	250,000	0	0	0	0	250,000	0
Terra Grande Park Playground Replacement	250,000	0	0	0	0	0	250,000
	3,805,000	885,000	1,585,000	535,000	300,000	250,000	250,000
<b>Miscellaneous Grants Fund</b>							
Sidewalk Improvements/CDBG	650,000	0	130,000	130,000	130,000	130,000	130,000
	650,000	0	130,000	130,000	130,000	130,000	130,000
<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	750,000	0	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	0	200,000	800,000	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

# New Capital Improvement Projects

## Summary by Fund

Description	6 Yr. Total	FY 2018-19	FY 2019-20	FY 2020-21	FY 2021-22	FY 2022-23	FY 2023-24
Intersection Improvements at Pico & Avenida La Pata	500,000	0	0	0	100,000	400,000	0
Intersection Improvements at Pico & Calle Del Cerro	750,000	0	0	150,000	600,000	0	0
	7,025,000	0	2,650,000	1,575,000	1,600,000	1,200,000	0
<b>Parks Acquisition and Development Fund</b>							
Aquatics Center Dry Storage Roof	100,000	100,000	0	0	0	0	0
New Linda Lane Park Restroom	500,000	0	100,000	400,000	0	0	0
Park Master Plan Priority Projects	1,000,000	0	500,000	500,000	0	0	0
	1,600,000	100,000	600,000	900,000	0	0	0
<b>Local Drainage Facilities</b>							
Del Cerro	175,000	0	0	0	0	0	175,000
M00P02 Extension	839,800	0	0	839,800	0	0	0
M00P10 Replacement	844,900	0	0	0	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	0	0	0	500,000	0
M0203 San Clemente High School Storm Drain Improvements	800,000	0	0	0	800,000	0	0
M0208 Amanecer	350,000	0	0	0	0	350,000	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
	6,026,600	0	1,016,900	839,800	1,000,000	1,494,900	1,675,000
<b>Street Improvement Fund</b>							
Alley Pavement Rehabilitation	1,380,000	690,000	690,000	0	0	0	0
FY 2019 Street Improvement Projects	1,400,000	1,400,000	0	0	0	0	0
FY 2020 Street Improvement Projects	1,500,000	0	1,500,000	0	0	0	0
FY 2021 Street Improvement Projects	1,750,000	0	0	1,750,000	0	0	0
FY 2022 Street Improvement Projects	1,800,000	0	0	0	1,800,000	0	0
FY 2023 Street Improvement Projects	1,850,000	0	0	0	0	1,850,000	0
FY 2024 Street Improvement Projects	1,900,000	0	0	0	0	0	1,900,000
	11,580,000	2,090,000	2,190,000	1,750,000	1,800,000	1,850,000	1,900,000
<b>Water Depreciation Reserve</b>							
AC Pipe Replacement 308 Zone	1,000,000	0	0	0	0	0	1,000,000
Acapulco Pump Station Rehabilitation	2,000,000	0	0	250,000	1,750,000	0	0
Blanco Pump Station Rehabilitation	2,000,000	0	0	2,000,000	0	0	0
Calle Real Pump Station Rehabilitation	2,500,000	300,000	2,200,000	0	0	0	0
Calle Vallarta PRS	325,000	0	0	0	0	325,000	0
City-wide Copper Main Replacement	1,050,000	0	0	0	50,000	500,000	500,000
Costero Risco PRS Rehabilitation	200,000	0	0	0	0	0	200,000
Del Cerro Pressure Reduction Station Rehabilitation	350,000	0	0	0	350,000	0	0
El Levante PRS Rehabilitation	325,000	0	0	0	325,000	0	0
La Pata Recycled Waterline Rehabilitation	750,000	0	0	0	0	750,000	0
La Pata, Esmarca, Patricia Check Valves	300,000	0	0	0	0	0	300,000
La Quinta Pressure Reduction Station Rehabilitation	325,000	0	0	0	0	0	325,000
Potable Water Reservoir Improvement Projects	1,500,000	0	0	0	500,000	1,000,000	0
Pump Station Bypass Pump Connections	100,000	0	0	100,000	0	0	0
Reata Pump Station Rehabilitation	700,000	0	700,000	0	0	0	0
Reservoir 10 & 6 Water Line	800,000	800,000	0	0	0	0	0
Reservoir No. 6 Removal	100,000	0	0	0	0	100,000	0
Well 6 Replacement	2,500,000	0	0	0	0	0	2,500,000
Well Filter Plant Backwash Sump PS Rehabilitation	1,000,000	0	0	200,000	800,000	0	0
Well Filter Plant Rehabilitation	800,000	0	800,000	0	0	0	0
	18,625,000	1,100,000	3,700,000	2,550,000	3,775,000	2,675,000	4,825,000
<b>Water Acreage Fee Reserve</b>							
Calle Lobina Connection	200,000	0	0	0	200,000	0	0
El Camino Real Pipe Connection	220,000	0	40,000	180,000	0	0	0
Recycled Water Expansion Phase II	4,000,000	0	4,000,000	0	0	0	0
	4,420,000	0	4,040,000	180,000	200,000	0	0
<b>Sewer Depreciation Reserve</b>							
Blower No. 3 Replacement	950,000	0	200,000	750,000	0	0	0
Cypress Shores PS Force Main Rehabilitation	600,000	0	0	0	200,000	400,000	0
Digester #2 Structural & Mechanical Rehabilitation	1,200,000	0	0	200,000	1,000,000	0	0
Headworks Grit Cyclone Replacement	1,000,000	0	0	200,000	800,000	0	0
Los Molinos Lift Station Generator Replacement	200,000	0	200,000	0	0	0	0

# New Capital Improvement Projects

## Summary by Fund

Description	6 Yr. Total	FY 2018-19	FY 2019-20	FY 2020-21	FY 2021-22	FY 2022-23	FY 2023-24
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
Solids Handling Improvements	500,000	0	500,000	0	0	0	0
WRP Boiler Replacement	850,000	850,000	0	0	0	0	0
WRP Electrical System Replacements	1,000,000	0	1,000,000	0	0	0	0
WRP Gravity Belt Thickener Replacement	1,400,000	1,400,000	0	0	0	0	0
WRP Odor Control Systems Replacement	5,500,000	0	1,500,000	0	2,000,000	0	2,000,000
WRP Security Gate	150,000	150,000	0	0	0	0	0
	15,850,000	2,400,000	3,400,000	1,150,000	4,100,000	1,600,000	3,200,000
<b>Sewer Connection Fee Reserve</b>							
Sludge Dehydration System	2,220,000	0	0	0	220,000	2,000,000	0
WRP Co-Generation	3,900,000	0	0	0	0	400,000	3,500,000
	6,120,000	0	0	0	220,000	2,400,000	3,500,000
<b>Golf Fund</b>							
Golf Course Reclaimed Water Pond Relining	350,000	0	0	350,000	0	0	0
	350,000	0	0	350,000	0	0	0
<b>Storm Drain Utility Depreciation Reserve</b>							
Caballeros Storm Drain Extension	350,000	0	0	100,000	250,000	0	0
M01/Avenida Vaquero Culvert Rehabilitation	700,000	700,000	0	0	0	0	0
Pier Bowl Area Storm Drain Improvements	500,000	0	100,000	400,000	0	0	0
Plaza La Playa - Storm Dain Rehabilitation	200,000	0	200,000	0	0	0	0
West Escalones Storm Drain System	1,500,000	0	0	0	150,000	600,000	750,000
	3,250,000	700,000	300,000	500,000	400,000	600,000	750,000
<b>Total CIP</b>	106,524,100	13,085,000	31,161,900	12,957,300	17,225,000	14,269,900	17,825,000

\* Shading indicates presented projects.

# Maintenance and Other Projects

## Summary by Fund

Description	6 Yr. Total	FY 2018-19	FY 2019-20	FY 2020-21	FY 2021-22	FY 2022-23	FY 2023-24
<b>General Fund</b>							
ADA Improvements	500,000	0	100,000	100,000	100,000	100,000	100,000
Downtown Alley Lighting Replacement	70,000	0	0	0	0	0	70,000
Downtown Paseo Plan	700,000	0	0	0	0	200,000	500,000
Maintenance Services Rehabilitation	1,700,000	250,000	250,000	300,000	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
Park Monument Sign Replacements	200,000	200,000	0	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	200,000	0	0	0
	9,070,000	1,400,000	1,300,000	1,550,000	1,350,000	1,550,000	1,920,000
<b>Air Quality Fund</b>							
San Clemente Trolley	717,402	119,567	119,567	119,567	119,567	119,567	119,567
Traffic Calming Program	480,000	80,000	80,000	80,000	80,000	80,000	80,000
	1,197,402	199,567	199,567	199,567	199,567	199,567	199,567
<b>Facilities Maintenance Reserve</b>							
Marblehead Coastal Light Poles & Fixtures	30,000	30,000	0	0	0	0	0
	30,000	30,000	0	0	0	0	0
<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	250,000	50,000	0	150,000	0	50,000	0
Sewer System Replacement	600,000	100,000	100,000	100,000	100,000	100,000	100,000
Sidewalk Repair & Improvements	350,000	350,000	0	0	0	0	0
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
	4,050,000	975,000	575,000	725,000	575,000	625,000	575,000
<b>Water Depreciation Reserve</b>							
Dead-End Water System Improvements	100,000	0	50,000	0	50,000	0	0
Meter Replacements	1,200,000	100,000	100,000	100,000	300,000	300,000	300,000
Pico Booster PS Pump Replacement	100,000	100,000	0	0	0	0	0
Reservoir 5A Interior Coating Replacement	500,000	0	0	500,000	0	0	0
Water Distribution System Insert Valve Program	175,000	75,000	0	50,000	0	50,000	0
Water System Air-Vac Replacement Program	75,000	25,000	0	25,000	0	25,000	0
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	0	0	0	200,000	0
	4,150,000	600,000	450,000	975,000	650,000	875,000	600,000
<b>Water Other Agency Reserve Fund</b>							
JRWSS Agency Projects	2,485,000	0	1,100,000	540,000	845,000	0	0
	2,485,000	0	1,100,000	540,000	845,000	0	0
<b>Sewer Depreciation Reserve</b>							
Alessandro Sewer Bridge Assessment	250,000	0	250,000	0	0	0	0
Chlorine Contact Tank Cover	100,000	0	0	0	0	100,000	0
Digester #2 Cleaning, Residual Disposal & Inspection	225,000	0	225,000	0	0	0	0
Sewer Line Point Repairs	500,000	250,000	250,000	0	0	0	0
Los Molinos Wet Well Lining	1,000,000	0	0	0	0	200,000	800,000
La Pata Lift Station Wet Well Rehabilitation	100,000	0	0	0	100,000	0	0
Sewer System Lining	400,000	200,000	200,000	0	0	0	0
Sewer System Rehabilitation	1,800,000	300,000	300,000	300,000	300,000	300,000	300,000
	4,375,000	750,000	1,225,000	300,000	400,000	600,000	1,100,000
<b>Sewer Connection Fee Reserve</b>							
WRP Efficiency Study	250,000	250,000	0	0	0	0	0
	250,000	250,000	0	0	0	0	0
<b>Sewer Other Agency Reserve</b>							
Ocean Outfall Junction Structure Repairs	200,000	200,000	0	0	0	0	0
	200,000	200,000	0	0	0	0	0

# Maintenance and Other Projects

## Summary by Fund

Description	6 Yr. Total	FY 2018-19	FY 2019-20	FY 2020-21	FY 2021-22	FY 2022-23	FY 2023-24
<b>Golf Fund</b>							
Municipal Golf Cart Path Repair	325,000	325,000	0	0	0	0	0
	325,000	325,000	0	0	0	0	0
<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>27,332,402</b>	<b>4,929,567</b>	<b>5,049,567</b>	<b>4,489,567</b>	<b>4,219,567</b>	<b>4,049,567</b>	<b>4,594,567</b>

\* Shading indicates presented projects.



# New Capital Improvement Projects

## Revenue Summary

Description	6 Yr. Total	FY 2018-19	FY 2019-20	FY 2020-21	FY 2021-22	FY 2022-23	FY 2023-24
<b>General Fund</b>	15,550,000	1,700,000	10,100,000	1,025,000	2,200,000	525,000	0
<b>Other Funds</b>							
Reserve Fund	3,680,000	760,000	1,585,000	535,000	300,000	250,000	250,000
Gas Tax Fund	10,422,500	2,860,000	1,450,000	1,472,500	1,500,000	1,545,000	1,595,000
Golf Capital Improvement Reserve	350,000	0	0	350,000	0	0	0
Local Drainage Facilities Fund	6,026,600	0	1,016,900	839,800	1,000,000	1,494,900	1,675,000
Parks Acquisition & Development Fund	1,600,000	100,000	600,000	900,000	0	0	0
Public Facilities Construction Fee Fund	1,375,000	1,375,000	0	0	0	0	0
RCFPP Fund	7,025,000	0	2,650,000	1,575,000	1,600,000	1,200,000	0
Sewer Connection Reserve	7,220,000	0	500,000	0	220,000	2,500,000	4,000,000
Sewer Depreciation Reserve	14,750,000	2,400,000	2,900,000	1,150,000	4,100,000	1,500,000	2,700,000
Storm Drain Deprec. Reserve Fund	3,250,000	700,000	300,000	500,000	400,000	600,000	750,000
Street Improvement Fund	11,580,000	2,090,000	2,190,000	1,750,000	1,800,000	1,850,000	1,900,000
Water Acreage Fee Reserve	4,420,000	0	4,040,000	180,000	200,000	0	0
Water Depreciation Reserve	18,625,000	1,100,000	3,700,000	2,550,000	3,775,000	2,675,000	4,825,000
<b>Total Other Funds</b>	90,324,100	11,385,000	20,931,900	11,802,300	14,895,000	13,614,900	17,695,000
<b>Grants</b>							
CDBG Grant	650,000	0	130,000	130,000	130,000	130,000	130,000
<b>Total Grants</b>	650,000	0	130,000	130,000	130,000	130,000	130,000
<b>Total Funding</b>	106,524,100	13,085,000	31,161,900	12,957,300	17,225,000	14,269,900	17,825,000

# Maintenance and Other Projects

## Revenue Summary

Description	6 Yr. Total FY 2018-19 FY 2019-20 FY 2020-21 FY 2021-22 FY 2022-23 FY 2023-24						
<b>General Fund</b>	8,822,608	1,350,000	1,250,000	1,513,152	1,313,152	1,513,152	1,883,152
<b>Other Funds</b>							
Air Quality Management Fund	506,304	93,152	93,152	80,000	80,000	80,000	80,000
Developers Improvement Fund	30,000	30,000	0	0	0	0	0
Golf Fund	325,000	325,000	0	0	0	0	0
Sewer Connection Fee Reserve	250,000	250,000	0	0	0	0	0
Sewer Depreciation Reserve	5,125,000	875,000	1,350,000	425,000	525,000	725,000	1,225,000
Sewer Other Agency Reserve	200,000	200,000	0	0	0	0	0
Street Improvement Fund	2,850,000	775,000	375,000	525,000	375,000	425,000	375,000
Storm Drain Deprec. Reserve Fund	1,200,000	200,000	200,000	200,000	200,000	200,000	200,000
Water Depreciation Reserve	4,900,000	725,000	575,000	1,100,000	775,000	1,000,000	725,000
Water Other Agency Reserve	2,485,000	0	1,100,000	540,000	845,000	0	0
<b>Total Other Funds</b>	17,871,304	3,473,152	3,693,152	2,870,000	2,800,000	2,430,000	2,605,000
<b>Grants</b>							
Measure M2 Project P Grant	638,490	106,415	106,415	106,415	106,415	106,415	106,415
<b>Total Grants</b>	638,490	106,415	106,415	106,415	106,415	106,415	106,415
<b>Total Funding</b>	27,332,402	4,929,567	5,049,567	4,489,567	4,219,567	4,049,567	4,594,567

---

# Capital Improvement Program

## Drainage

---

### 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.

The City appropriated funds in FY 2014 to update the City's Drainage Master Plan. The project is expected to be completed during calendar year 2018.

### 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 2018-19 budget includes 1 capital improvement projects for \$700,000 and 1 maintenance project in the amount of \$200,000.

Capital improvement projects in FY 2018-19 are:

- M01/Avenida Vaquero Culvert Rehabilitation

Maintenance and other projects in FY 2018-19 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

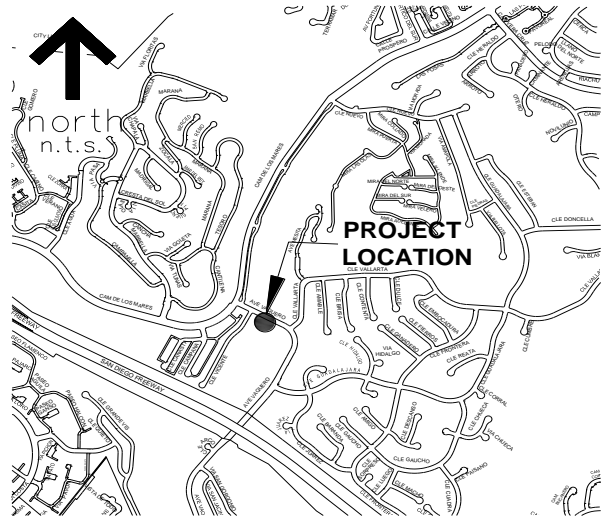
# MO1 / Avenida Vaquero Culvert Rehabilitation

## Capital Project - Drainage

**Project Description:**

The Prima Deshecha Canada Channel (M01) reinforced concrete double box culvert at Avenida Vaquero was constructed in the mid 1960s, and is in need of repairs. A consultant was retained to assess the structural integrity of the facility and recommend improvements. Based on the recommendations and cost estimate, \$700,000 is estimated for construction. The rehabilitation work is anticipated to commence in summer 2019.

**Project Location:**



**Project Management:** Engineering Division  
**Supporting Division:** None  
**Type of Project:** Rehabilitation  
**Impact on Operating Budget:** None

**General Plan Policy #** PSFU-6.01

Project Cost	Six Year						
	Total	FY 2019	FY 2020	FY 2021	FY 2022	FY 2023	FY 2024
<b>Construction Costs</b>							
Land Acquisition							
Preliminary Engineering							
Construction Costs	700,000	700,000					
<b>Total Construction</b>	700,000	700,000					

Operation & Maintenance Costs	Six Year						
	Total	FY 2019	FY 2020	FY 2021	FY 2022	FY 2023	FY 2024
Staff							
Operations							
Maintenance & Repair							
<b>Total O &amp; M Cost</b>							
<b>Total Project Cost</b>	700,000	700,000					

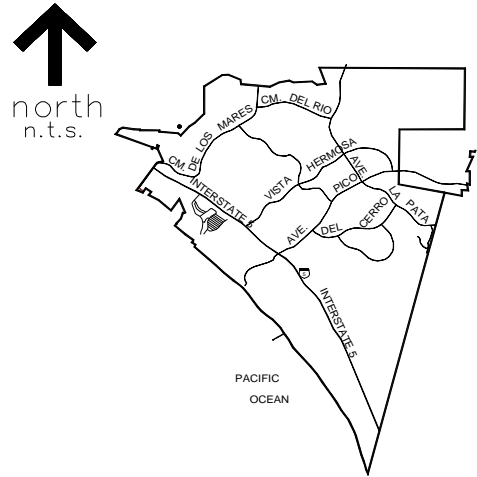
Funding Source	Six Year						
	Total	FY 2019	FY 2020	FY 2021	FY 2022	FY 2023	FY 2024
Storm Drain Dep. Reserve	700,000	700,000					
<b>Total Funding</b>	700,000	700,000					

# 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:** Utilities Division  
**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 2019	FY 2020	FY 2021	FY 2022	FY 2023	FY 2024
<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>	1,200,000	200,000	200,000	200,000	200,000	200,000	200,000

Operation & Maintenance Costs	Six Year						
	Total	FY 2019	FY 2020	FY 2021	FY 2022	FY 2023	FY 2024
Staff							
Operations							
Maintenance & Repair							
<b>Total O &amp; M Cost</b>							
<b>Total Project Cost</b>	1,200,000	200,000	200,000	200,000	200,000	200,000	200,000

Funding Source	Six Year						
	Total	FY 2019	FY 2020	FY 2021	FY 2022	FY 2023	FY 2024
Storm Drain Dep. Reserve	1,200,000	200,000	200,000	200,000	200,000	200,000	200,000
<b>Total Funding</b>	1,200,000	200,000	200,000	200,000	200,000	200,000	200,000

---

# Capital Improvement Program

## Parks and Medians

---

### **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, and updated again in March, 2018.

### **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 2018-19 budget includes 4 capital improvement projects for \$535,000 and 2 maintenance project in the amount of \$525,000.

Capital improvement projects in FY 2018-19 are:

- Aquatics Center Dry Storage Roof
- Avenida Del Mar Electrical Services & Street Tree Rehabilitation
- LPVH Lacrosse/Football Field Synthetic Turf Replacement
- Sport Court Lighting Replacement

Maintenance and other projects in FY 2018-19 are:

- Municipal Golf Cart Path Repairs
- Park Monument Sign Replacements

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 was required under the developer agreement and completed in the summer of 2017. The City is now responsible for operating and maintenance costs of these new park assets.

The new park assets include:

- Jim Johnson Memorial Sports Park and Pico Park
- Canyon View and Vista Del Sol Parks
- Sea Summit Trails
- Sea Summit Medians

### **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

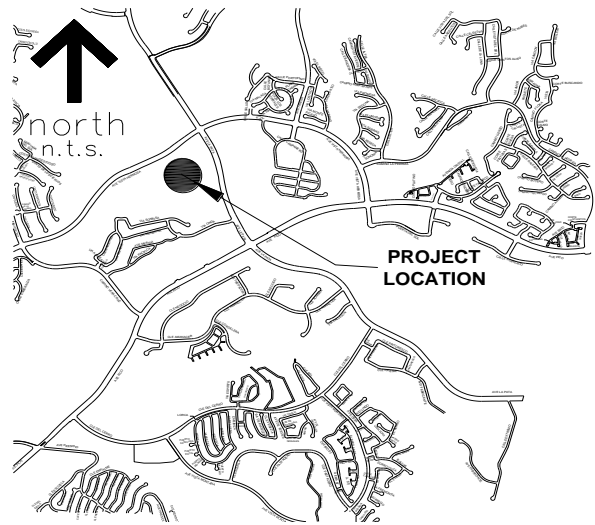
# Aquatics Center Dry Storage Roof

## Capital Project - Beaches, Parks & Medians

**Project Description:**

At the Vista Hermosa Aquatics Center building there is an enclosed but uncovered storage space adjacent to the pool pump room. This project will add a roof (to match the main building tile roof) and replace the wrought iron gates with doors to provide a dry storage area to protect stored materials and supplies from weather.

**Project Location:**



**Project Management:** Engineering Division  
**Supporting Division:** Maintenance Division  
**Type of Project:** New Construction  
**Impact on Operating Budget:** Will extend life of stored materials by providing protection from the elements.

**General Plan Policy #**

Project Cost	Six Year						
	Total	FY 2019	FY 2020	FY 2021	FY 2022	FY 2023	FY 2024
<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 2019	FY 2020	FY 2021	FY 2022	FY 2023	FY 2024
Staff							
Operations							
Maintenance & Repair							
<b>Total O &amp; M Cost</b>							
<b>Total Project Cost</b>	100,000	100,000					

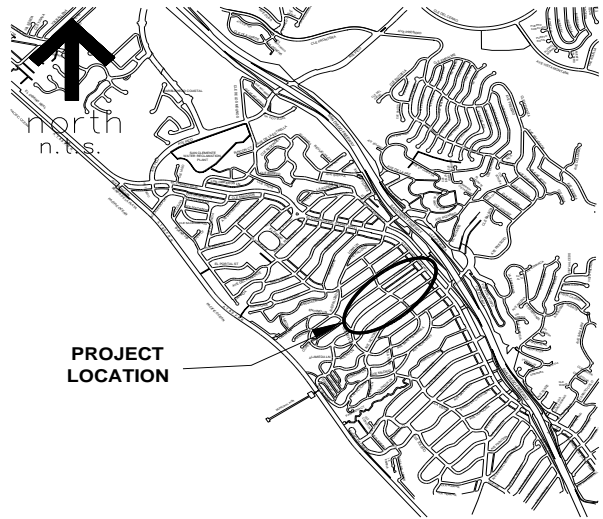
Funding Source	Six Year						
	Total	FY 2019	FY 2020	FY 2021	FY 2022	FY 2023	FY 2024
Park Acquisition Fund	100,000	100,000					
<b>Total Funding</b>	100,000	100,000					

# Ave. Del Mar Electrical Services and Street Tree Rehabilitation Capital Project - Beaches, Parks & Medians

**Project Description:**

The City electrical services have exceeded their useful life, and the tree well outlet connections are being compromised by the tree roots that are overcrowded in the tree wells. If the services are not replaced, the City will not be able to provide power for special events and tree lighting. This project will replace the existing Carrotwood street trees and install new outlets services. The proposed replacement tree is a Washingtonia Florifera palm, which is acceptable to Coastal Commission, does not have large root issues and will not block merchant signs.

**Project Location:**



**Project Management:** Maintenance Division  
**Supporting Division:** Engineering Division  
**Type of Project:** New Equipment  
**Impact on Operating Budget:** None

**General Plan Policy #** BPR-2.03,  
UD-4.01

Project Cost	Six Year						
	Total	FY 2019	FY 2020	FY 2021	FY 2022	FY 2023	FY 2024
<b>Construction Costs</b>							
Land Acquisition							
Preliminary Engineering	100,000	100,000					
Construction Costs	900,000		900,000				
<b>Total Construction</b>	<b>1,000,000</b>	<b>100,000</b>	<b>900,000</b>				

Operation & Maintenance Costs	Six Year						
	Total	FY 2019	FY 2020	FY 2021	FY 2022	FY 2023	FY 2024
Staff Operations							
Maintenance & Repair							
<b>Total O &amp; M Cost</b>							
<b>Total Project Cost</b>	<b>1,000,000</b>	<b>100,000</b>	<b>900,000</b>				

Funding Source	Six Year						
	Total	FY 2019	FY 2020	FY 2021	FY 2022	FY 2023	FY 2024
General Fund	1,000,000	100,000	900,000				
<b>Total Funding</b>	<b>1,000,000</b>	<b>100,000</b>	<b>900,000</b>				

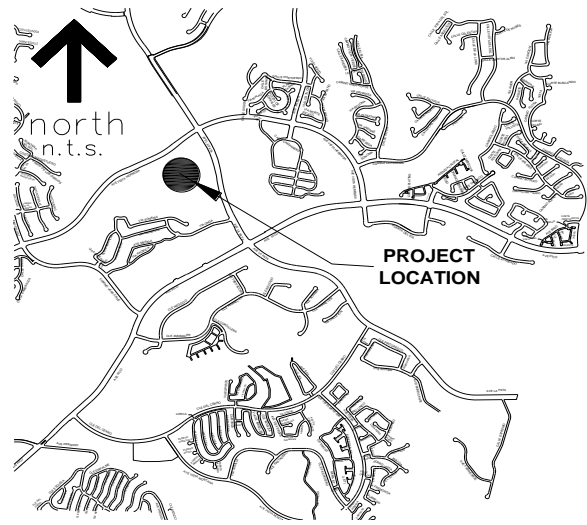


# LPVH Lacrosse Football Field Synthetic Turf Replacement Capital Project - Beaches, Parks & Medians

**Project Description:**

The synthetic turf at the Vista Hermosa football/lacrosse field has reached its useful life. This project will replace the synthetic turf surface and infill material. The infill material will not be crumb rubber, but instead an environmentally friendly infill similar to that used on the new Marblehead Coastal synthetic soccer field.

**Project Location:**



**Project Management:** Engineering Division  
**Supporting Division:** Maintenance Division  
**Type of Project:** Rehabilitation  
**Impact on Operating Budget:** None

**General Plan Policy #** BPR-  
 2.03,UD-  
 4.01

Project Cost	Six Year						
	Total	FY 2019	FY 2020	FY 2021	FY 2022	FY 2023	FY 2024
<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 2019	FY 2020	FY 2021	FY 2022	FY 2023	FY 2024
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 2019	FY 2020	FY 2021	FY 2022	FY 2023	FY 2024
Facilities Maint. Reserve	250,000	250,000					
<b>Total Funding</b>	250,000	250,000					

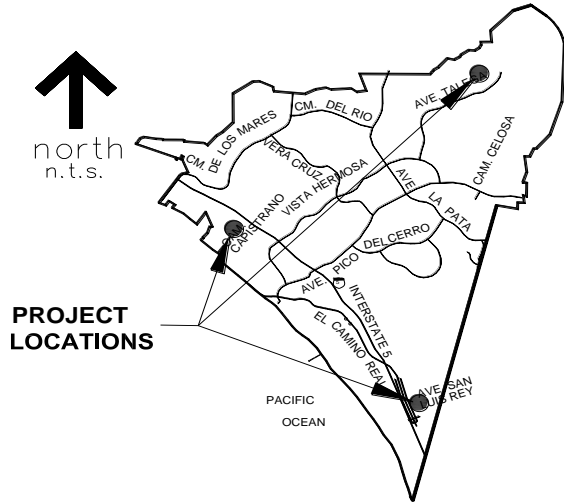
# Sport Court Lighting Replacement

## Capital Project - Beaches, Parks & Medians

**Project Description:**

Lights at the Tierra Grande and San Gorgonio basketball courts, and San Luis Rey tennis courts need replacement. This project will replace these light fixtures with LED fixtures now being used on other similar sports courts in the City.

**Project Location:**



**Project Management:** Maintenance Division  
**Supporting Division:** Engineering Division  
**Type of Project:** Replacement and new construction  
**Impact on Operating Budget:** None

**General Plan Policy #** BPR-1.05, BPR-2.03, BPR-7.02

Project Cost	Six Year						
	Total	FY 2019	FY 2020	FY 2021	FY 2022	FY 2023	FY 2024
<b>Construction Costs</b>							
Land Acquisition							
Preliminary Engineering							
Construction Costs	85,000	85,000					
<b>Total Construction</b>	85,000	85,000					

Operation & Maintenance Costs	Six Year						
	Total	FY 2019	FY 2020	FY 2021	FY 2022	FY 2023	FY 2024
Staff							
Operations							
Maintenance & Repair							
<b>Total O &amp; M Cost</b>							
<b>Total Project Cost</b>	85,000	85,000					

Funding Source	Six Year						
	Total	FY 2019	FY 2020	FY 2021	FY 2022	FY 2023	FY 2024
Facilities Maint. Reserve	85,000	85,000					
<b>Total Funding</b>	85,000	85,000					

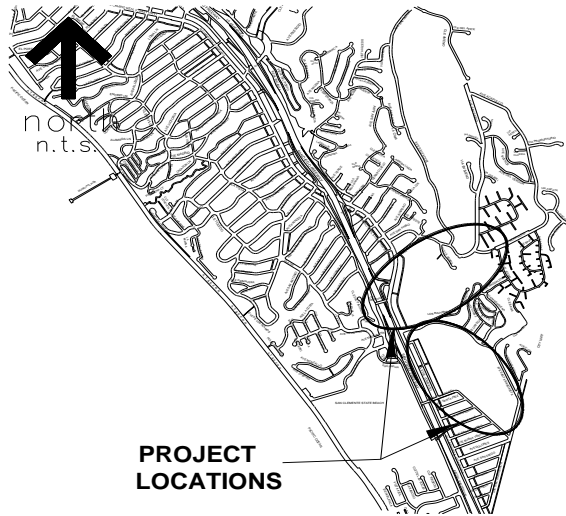
# Municipal Golf Course Cart Path Repair

## Maintenance and Other Project - Beaches, Parks and Medians

**Project Description:**

This project will repair or reconstruct damaged portions of the golf cart paths at the Municipal Golf Course. This project will correct areas with severely cracked concrete paths and refresh asphalt path surfaces.

**Project Location:**



**Project Management:** Engineering Division  
**Supporting Division:** Golf Division  
**Type of Project:** New Equipment  
**Impact on Operating Budget:** None

**General Plan Policy #** BPR-4.02

Project Cost	Six Year						
	Total	FY 2019	FY 2020	FY 2021	FY 2022	FY 2023	FY 2024
<b>Construction Costs</b>							
Land Acquisition							
Preliminary Engineering							
Construction Costs	325,000	325,000					
<b>Total Construction</b>	325,000	325,000					

Operation & Maintenance Costs	Six Year						
	Total	FY 2019	FY 2020	FY 2021	FY 2022	FY 2023	FY 2024
Staff							
Operations							
Maintenance & Repair							
<b>Total O &amp; M Cost</b>							
<b>Total Project Cost</b>	325,000	325,000					

Funding Source	Six Year						
	Total	FY 2019	FY 2020	FY 2021	FY 2022	FY 2023	FY 2024
Golf Capital Improv. Res.	325,000	325,000					
<b>Total Funding</b>	325,000	325,000					

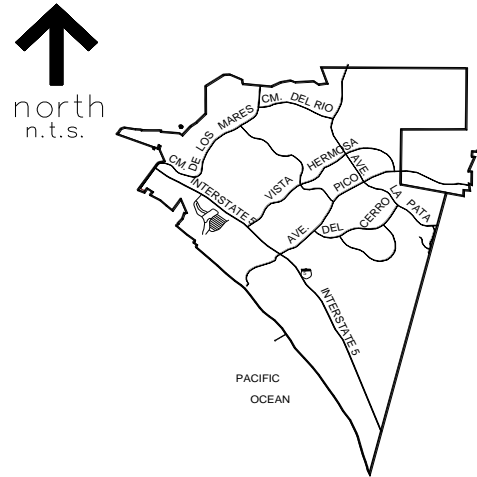
# Park Monument Sign Replacements

## Maintenance and Other Project - Beaches, Parks and Medians

**Project Description:**

The City has a number of wooden street wayfinding and park monument signs which have outlived their useful life and need to be removed or replaced. This project will replace most park monument signs, and selected others, in a style consistent with the former wayfinding sign program.

**Project Location:**



**Project Management:** Engineering Division  
**Supporting Division:** Maintenance Division  
**Type of Project:** Maintenance reconstruction  
**Impact on Operating Budget:** None

**General Plan Policy #** BPR-2.03,  
BPR-4.02

Project Cost	Six Year						
	Total	FY 2019	FY 2020	FY 2021	FY 2022	FY 2023	FY 2024
<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 2019	FY 2020	FY 2021	FY 2022	FY 2023	FY 2024
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 2019	FY 2020	FY 2021	FY 2022	FY 2023	FY 2024
General Fund	200,000	200,000					
<b>Total Funding</b>	200,000	200,000					

---

# Capital Improvement Program

## Sewer

---

### 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 2018-19 budget includes 3 capital improvement projects for a total of \$2.4 million and 6 maintenance projects in the amount of \$1.3 million.

Capital improvement projects are listed below:

- WRP Boiler Replacement
- WRP Gravity Belt Thickener Replacement
- WRP Security Gate

Maintenance and other projects in FY 2018-19 are:

- Ocean Outfall Junction Structure Repairs
- Sewer Line Point Repairs
- Sewer System Lining
- Sewer System Rehabilitation
- Sewer System Replacement
- WRP Efficiency Study

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:

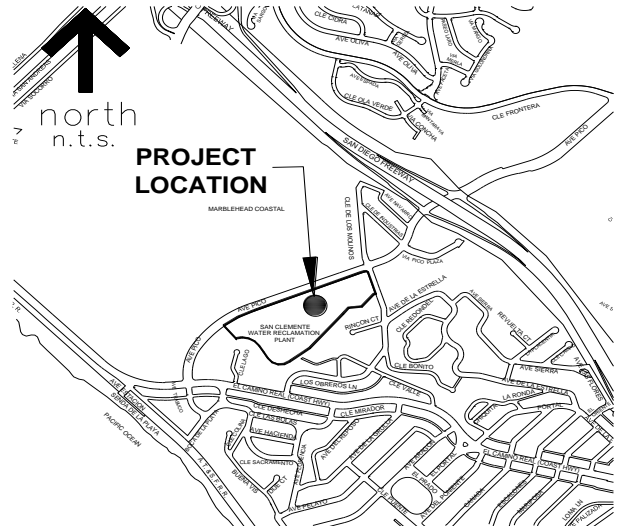
- Issuance of debt (bond, notes, advances from other funds)
- Rate increases
- Additional connection charges
- Other grant funding sources
- Funding from an alternative City fund
- Reallocation of funds from existing projects

# WRP Boiler Replacement Capital Project - Sewer

**Project Description:**

The boilers at the Water Reclamation Plant (WRP) are an integral part of the wastewater treatment process. The boilers aid the biological process by providing heat to the digesters needed to further break down solids prior to disposal. The boilers are over 25 years old and have met their useful life. The boiler replacement was designed in FY 2018 and construction is anticipated in FY 2019. The estimated construction cost is \$850,000.

**Project Location:**



**Project Management:** Utilities Division  
**Supporting Division:** Engineering Division  
**Type of Project:** Replacement and new construction  
**Impact on Operating Budget:** None

**General Plan Policy #** PSFU-5.10

Project Cost	Six Year						
	Total	FY 2019	FY 2020	FY 2021	FY 2022	FY 2023	FY 2024
<b>Construction Costs</b>							
Land Acquisition							
Preliminary Engineering							
Construction Costs	850,000	850,000					
<b>Total Construction</b>	850,000	850,000					

Operation & Maintenance Costs	Six Year						
	Total	FY 2019	FY 2020	FY 2021	FY 2022	FY 2023	FY 2024
Staff							
Operations							
Maintenance & Repair							
<b>Total O &amp; M Cost</b>							
<b>Total Project Cost</b>	850,000	850,000					

Funding Source	Six Year						
	Total	FY 2019	FY 2020	FY 2021	FY 2022	FY 2023	FY 2024
Sewer Deprec. Reserve	850,000	850,000					
<b>Total Funding</b>	850,000	850,000					

# 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. A consultant was retained to perform an assessment condition, provide recommendations, and prepare construction bid documents for public advertising. The total project construction cost is estimated at \$1,400,000.

**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 2019	FY 2020	FY 2021	FY 2022	FY 2023	FY 2024
<b>Construction Costs</b>							
Land Acquisition							
Preliminary Engineering							
Construction Costs	1,400,000	1,400,000					
<b>Total Construction</b>	<b>1,400,000</b>	<b>1,400,000</b>					

Operation & Maintenance Costs	Six Year						
	Total	FY 2019	FY 2020	FY 2021	FY 2022	FY 2023	FY 2024
Staff							
Operations							
Maintenance & Repair							
<b>Total O &amp; M Cost</b>							
<b>Total Project Cost</b>	<b>1,400,000</b>	<b>1,400,000</b>					

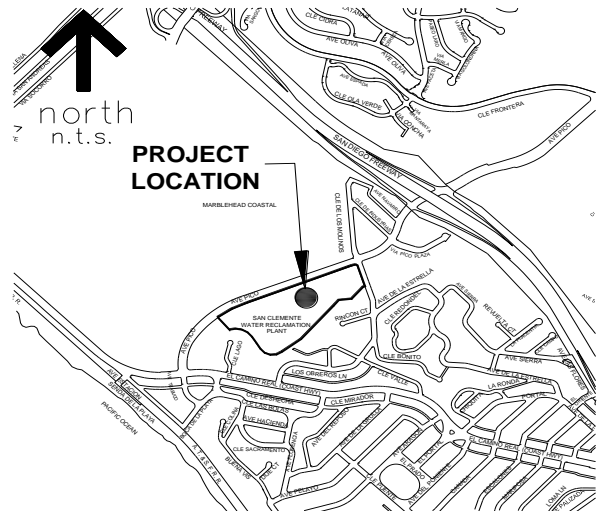
Funding Source	Six Year						
	Total	FY 2019	FY 2020	FY 2021	FY 2022	FY 2023	FY 2024
Sewer Deprec. Reserve	1,400,000	1,400,000					
<b>Total Funding</b>	<b>1,400,000</b>	<b>1,400,000</b>					

# WRP Security Gate Capital Project - Sewer

**Project Description:**

The security gate at Water Reclamation Plant (WRP) 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 WRP expansion. In FY 2018, \$200,000 was budgeted for the project and the design is underway. Based on current design estimates, additional funding is needed for construction.

**Project Location:**



**Project Management:** Engineering Division  
**Supporting Division:** Utilities Division  
**Type of Project:** Rehabilitation  
**Impact on Operating Budget:** None

**General Plan Policy #** UD-4.01, PSFU-5.10

Project Cost	Six Year						
	Total	FY 2019	FY 2020	FY 2021	FY 2022	FY 2023	FY 2024
<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 2019	FY 2020	FY 2021	FY 2022	FY 2023	FY 2024
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 2019	FY 2020	FY 2021	FY 2022	FY 2023	FY 2024
Sewer Deprec. Reserve	150,000	150,000					
<b>Total Funding</b>	150,000	150,000					

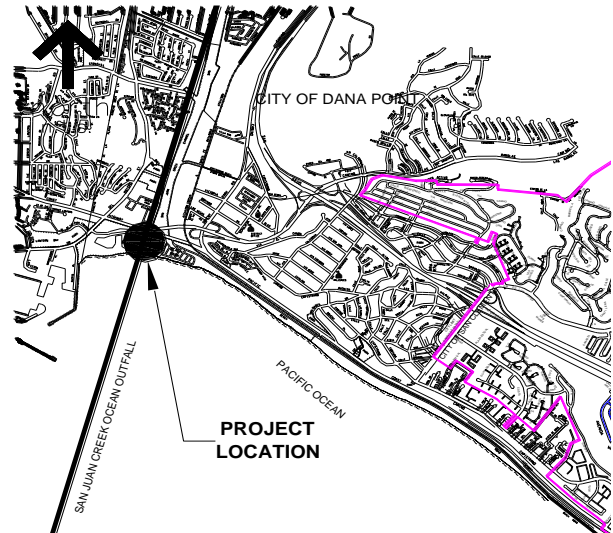


# Ocean Outfall Junction Structure Repair Maintenance and Other Project - Sewer

**Project Description:**

The junction structure at the regional Ocean Outfall is jointly owned by the member agencies of South Orange County Water Authority (SOCWA). The junction structure is in need of retrofit to improve structural capacity during periods of high flows. Construction is anticipated in FY 2019.

**Project Location:**



**Project Management:** SOCWA  
**Supporting Division:** Utilities Division  
**Type of Project:** Rehabilitation  
**Impact on Operating Budget:** None

**General Plan Policy #** PFSU-6.01

Project Cost	Six Year						
	Total	FY 2019	FY 2020	FY 2021	FY 2022	FY 2023	FY 2024
<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 2019	FY 2020	FY 2021	FY 2022	FY 2023	FY 2024
Staff							
Operations							
Maintenance & Repair							
<b>Total O &amp; M Cost</b>							
<b>Total Project Cost</b>	200,000	200,000					

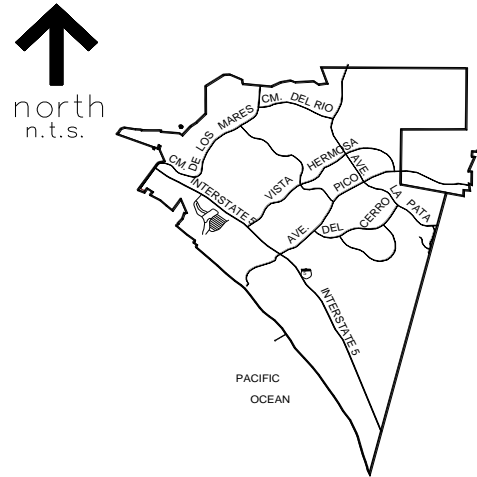
Funding Source	Six Year						
	Total	FY 2019	FY 2020	FY 2021	FY 2022	FY 2023	FY 2024
Sewer Other Agency	200,000	200,000					
<b>Total Funding</b>	200,000	200,000					

# Sewer Line Point Repairs Maintenance and Other Project - Sewer

**Project Description:**

This project will provide for repair of multiple pipe segments throughout the City that cannot be rehabilitated with cured-in-place-pipe liners. Repair locations will be determined by the City's Utilities staff underground video inspection of pipelines. The work will be packaged under a single contract to address the highest priority repairs that staff has noted as needing attention in the City GIS/CMMS system.

**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 2019	FY 2020	FY 2021	FY 2022	FY 2023	FY 2024
<b>Construction Costs</b>							
Land Acquisition							
Preliminary Engineering	50,000	25,000	25,000				
Construction Costs	450,000	225,000	225,000				
<b>Total Construction</b>	<b>500,000</b>	<b>250,000</b>	<b>250,000</b>				

Operation & Maintenance Costs	Six Year						
	Total	FY 2019	FY 2020	FY 2021	FY 2022	FY 2023	FY 2024
Staff							
Operations							
Maintenance & Repair							
<b>Total O &amp; M Cost</b>							
<b>Total Project Cost</b>	<b>500,000</b>	<b>250,000</b>	<b>250,000</b>				

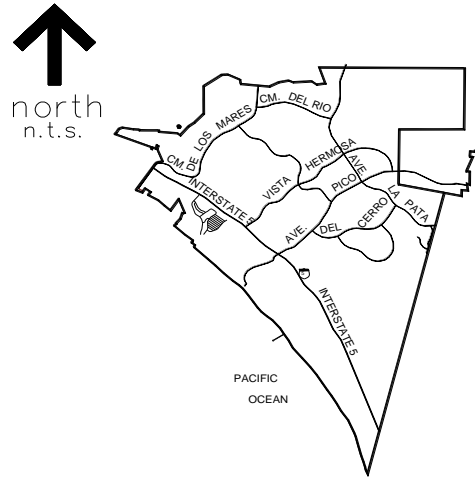
Funding Source	Six Year						
	Total	FY 2019	FY 2020	FY 2021	FY 2022	FY 2023	FY 2024
Sewer Deprec. Reserve	500,000	250,000	250,000				
<b>Total Funding</b>	<b>500,000</b>	<b>250,000</b>	<b>250,000</b>				

# 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. An On-Call agreement with Sancon Engineering was established in 2017 to perform the needed cured-in-place pipe 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 2019	FY 2020	FY 2021	FY 2022	FY 2023	FY 2024
<b>Construction Costs</b>							
Land Acquisition							
Preliminary Engineering	40,000	20,000	20,000				
Construction Costs	360,000	180,000	180,000				
<b>Total Construction</b>	<b>400,000</b>	<b>200,000</b>	<b>200,000</b>				

Operation & Maintenance Costs	Six Year						
	Total	FY 2019	FY 2020	FY 2021	FY 2022	FY 2023	FY 2024
Staff							
Operations							
Maintenance & Repair							
<b>Total O &amp; M Cost</b>							
<b>Total Project Cost</b>	<b>400,000</b>	<b>200,000</b>	<b>200,000</b>				

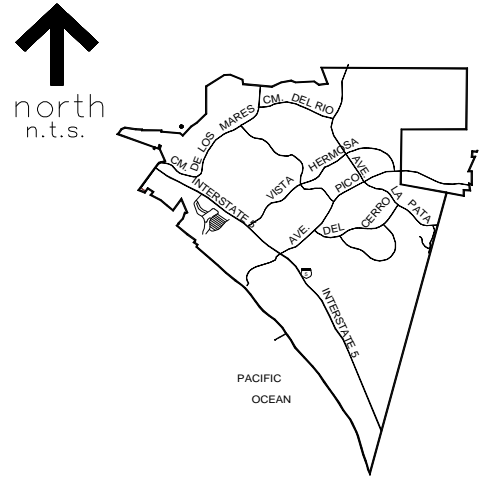
Funding Source	Six Year						
	Total	FY 2019	FY 2020	FY 2021	FY 2022	FY 2023	FY 2024
Sewer Deprec. Reserve	400,000	200,000	200,000				
<b>Total Funding</b>	<b>400,000</b>	<b>200,000</b>	<b>200,000</b>				

# Sewer System Rehabilitation Maintenance and Other Project - Sewer

**Project Description:**

This project provides for corrective maintenance requirements related to the Water Reclamation Plant and collections 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:** Utilities Division  
**Supporting Division:** Engineering 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 2019	FY 2020	FY 2021	FY 2022	FY 2023	FY 2024
<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>	1,800,000	300,000	300,000	300,000	300,000	300,000	300,000

Operation & Maintenance Costs	Six Year						
	Total	FY 2019	FY 2020	FY 2021	FY 2022	FY 2023	FY 2024
Staff							
Operations							
Maintenance & Repair							
<b>Total O &amp; M Cost</b>							
<b>Total Project Cost</b>	1,800,000	300,000	300,000	300,000	300,000	300,000	300,000

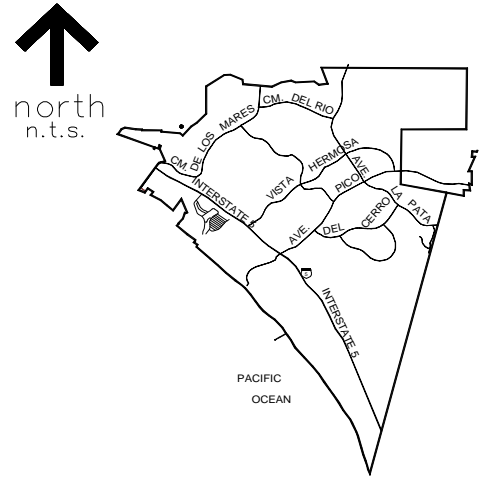
Funding Source	Six Year						
	Total	FY 2019	FY 2020	FY 2021	FY 2022	FY 2023	FY 2024
Sewer Deprec. Reserve	1,800,000	300,000	300,000	300,000	300,000	300,000	300,000
<b>Total Funding</b>	1,800,000	300,000	300,000	300,000	300,000	300,000	300,000

# 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 2019	FY 2020	FY 2021	FY 2022	FY 2023	FY 2024
<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 2019	FY 2020	FY 2021	FY 2022	FY 2023	FY 2024
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 2019	FY 2020	FY 2021	FY 2022	FY 2023	FY 2024
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

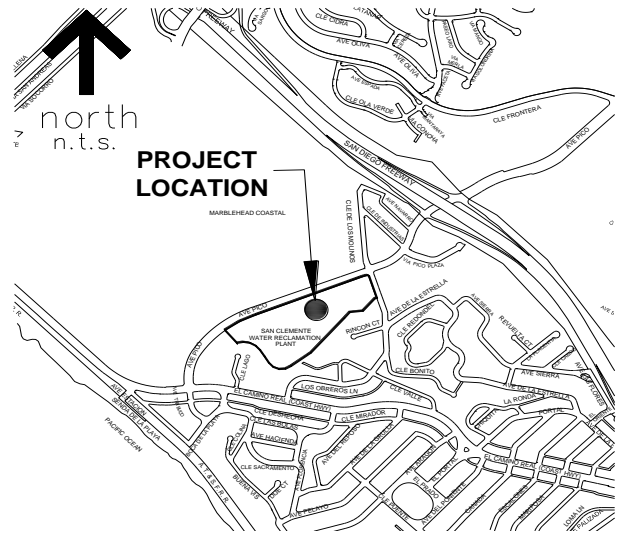
# WRP Efficiency Study

## Maintenance and Other Project - Sewer

**Project Description:**

The City's Water Reclamation Plant (WRP) was designed for an average flow of 6.9 million gallons per day. Due to low flow water devices and indoor water conservation, sewer flows have reduced over the last 10 years and are averaging closer to 3.5 million gallons per day. While the liquid flows have reduced, the solid loading in the plant has increased. This study will utilize a process engineering team to evaluate plant loadings, hydraulic constraints and improve operational efficiencies.

**Project Location:**



**Project Management:** Utilities Division  
**Supporting Division:** None  
**Type of Project:** Study  
**Impact on Operating Budget:** None

**General Plan Policy #** PSFU-5.10

Project Cost	Six Year						
	Total	FY 2019	FY 2020	FY 2021	FY 2022	FY 2023	FY 2024
<b>Construction Costs</b>							
Land Acquisition							
Preliminary Engineering	250,000	250,000					
Construction Costs							
<b>Total Construction</b>	250,000	250,000					

Operation & Maintenance Costs	Six Year						
	Total	FY 2019	FY 2020	FY 2021	FY 2022	FY 2023	FY 2024
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 2019	FY 2020	FY 2021	FY 2022	FY 2023	FY 2024
Sewer Connection Reserve	250,000	250,000					
<b>Total Funding</b>	250,000	250,000					

---

# Capital Improvement Program

## Street

---

### 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 2018-19 budget includes 6 capital improvement projects for \$5.0 million and 10 maintenance projects in the amount of \$2.0 million.

Capital improvement projects are listed below:

- Alley Pavement Rehabilitation
- Calle Industrials/Avenida Pico Intersection Signals
- Camino De Los Mares - Avenida Vaquero to I-5
- Downtown Audible Pedestrian Signal Heads
- FY 2019 Arterial Street Pavement Maintenance
- FY 2019 Street Improvement Projects

Maintenance and other projects in FY 2018-19 are:

- As Needed Pavement Repairs
- Major Street Maintenance Program
- Marblehead Coastal Light Poles & Fixtures
- Pavement Management System Update
- San Clemente Trolley
- Sidewalk Repair & Improvements
- 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:

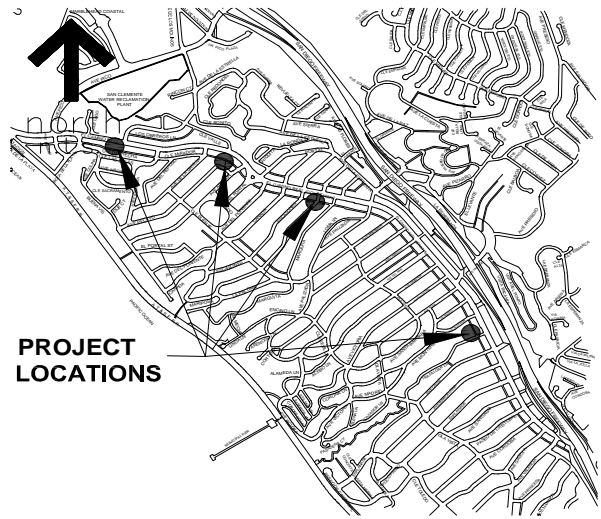
- Issuance of debt (bond, notes, or special assessment districts)
- Other grant funding sources
- Increased contributions from other City funds

# Alley Pavement Rehabilitation Capital Project - Street

**Project Description:**

This project consists of 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 2019 include the alleys to the east of El Camino Real between Marquita and Escalones, Canada to El Portal, the alleys west of El Camino Real from Ave. De La Grulla to Ave. Aragon, Boca de la Playa to Calle Las Bolas, Ave. Mateo to Ave. Barcelona, and possibly other segments if funds permit. This project is part of a several year program to rehabilitate the City's public alleys.

**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 2019	FY 2020	FY 2021	FY 2022	FY 2023	FY 2024
<b>Construction Costs</b>							
Land Acquisition							
Preliminary Engineering	90,000	90,000					
Construction Costs	600,000	600,000					
<b>Total Construction</b>	690,000	690,000					

Operation & Maintenance Costs	Six Year						
	Total	FY 2019	FY 2020	FY 2021	FY 2022	FY 2023	FY 2024
Staff							
Operations							
Maintenance & Repair							
<b>Total O &amp; M Cost</b>							
<b>Total Project Cost</b>	690,000	690,000					

Funding Source	Six Year						
	Total	FY 2019	FY 2020	FY 2021	FY 2022	FY 2023	FY 2024
Street Improv. Fund	690,000	690,000					
<b>Total Funding</b>	690,000	690,000					

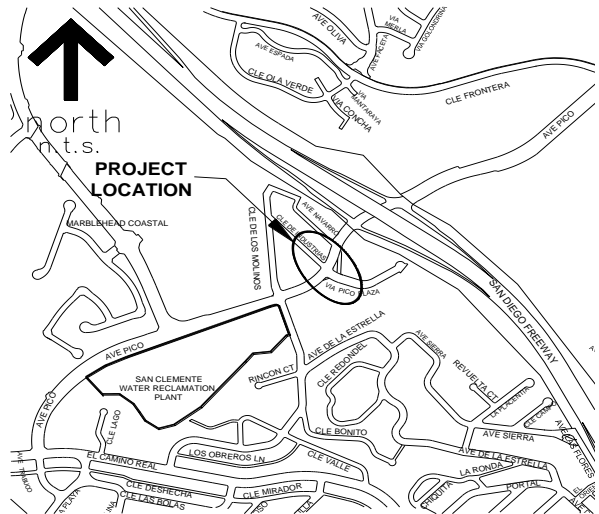


# Calle Industrias/Avenida Pico Intersection Signals Capital Project - Street

**Project Description:**

This project will replace traffic and pedestrian signal heads and illuminated street name signs that were not replaced with construction of the recent I-5/Pico Interchange project.

**Project Location:**



**Project Management:** Engineering Division  
**Supporting Division:** Maintenance Division  
**Type of Project:** Maintenance renovation  
**Impact on Operating Budget:** None

**General Plan Policy #** M-1.01, M-1.06

Project Cost	Six Year						
	Total	FY 2019	FY 2020	FY 2021	FY 2022	FY 2023	FY 2024
<b>Construction Costs</b>							
Land Acquisition							
Preliminary Engineering							
Construction Costs	30,000	30,000					
<b>Total Construction</b>	30,000	30,000					

Operation & Maintenance Costs	Six Year						
	Total	FY 2019	FY 2020	FY 2021	FY 2022	FY 2023	FY 2024
Staff							
Operations							
Maintenance & Repair							
<b>Total O &amp; M Cost</b>							
<b>Total Project Cost</b>	30,000	30,000					

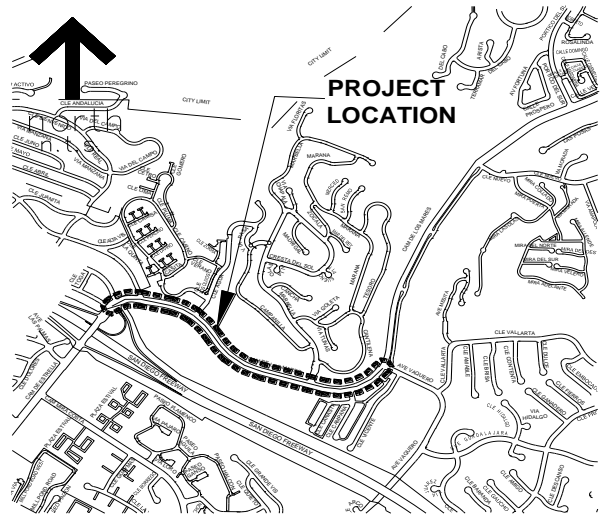
Funding Source	Six Year						
	Total	FY 2019	FY 2020	FY 2021	FY 2022	FY 2023	FY 2024
Gas Tax Fund	30,000	30,000					
<b>Total Funding</b>	30,000	30,000					

# Camino De Los Mares - Avenida Vaquero to I-5 Capital Project - Street

**Project Description:**

This project consists of rehabilitating deteriorated and deficient curb, gutter, access ramps and sidewalks; replacing failed pavement areas; and grinding and overlaying the street with 2-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 2019	FY 2020	FY 2021	FY 2022	FY 2023	FY 2024
<b>Construction Costs</b>							
Land Acquisition							
Preliminary Engineering							
Construction Costs	1,500,000	1,500,000					
<b>Total Construction</b>	1,500,000	1,500,000					

Operation & Maintenance Costs	Six Year						
	Total	FY 2019	FY 2020	FY 2021	FY 2022	FY 2023	FY 2024
Staff							
Operations							
Maintenance & Repair							
<b>Total O &amp; M Cost</b>							
<b>Total Project Cost</b>	1,500,000	1,500,000					

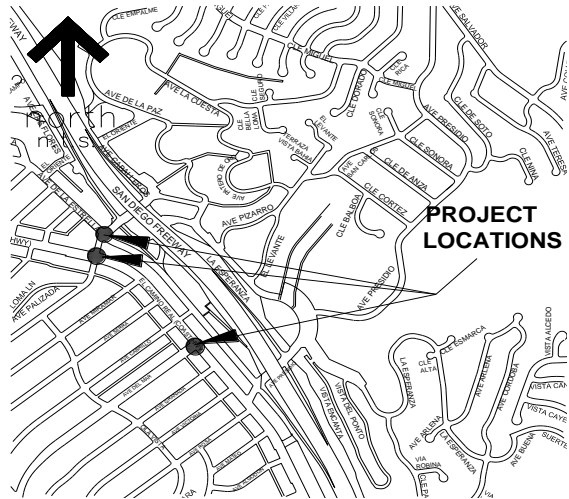
Funding Source	Six Year						
	Total	FY 2019	FY 2020	FY 2021	FY 2022	FY 2023	FY 2024
Gas Tax Fund	500,000	500,000					
Gas Tax RMRA Fund	1,000,000	1,000,000					
<b>Total Funding</b>	1,500,000	1,500,000					

# Downtown Audible Pedestrian Signal Heads Capital Project - Street

**Project Description:**

As requested by sight impaired residents in the downtown area, this project will install audible pedestrian signal heads at the following intersections: Palizada and Estrella, El Camino Real (ECR) and Ave. Palizada, and ECR and Avenida Del Mar.

**Project Location:**



**Project Management:** Engineering Division  
**Supporting Division:** Maintenance Division  
**Type of Project:** Maintenance renovation  
**Impact on Operating Budget:** None

**General Plan Policy #** M-1.01,M-1.06,M-2.13,M-2.26

Project Cost	Six Year						
	Total	FY 2019	FY 2020	FY 2021	FY 2022	FY 2023	FY 2024
<b>Construction Costs</b>							
Land Acquisition							
Preliminary Engineering							
Construction Costs	30,000	30,000					
<b>Total Construction</b>	<b>30,000</b>	<b>30,000</b>					

Operation & Maintenance Costs	Six Year						
	Total	FY 2019	FY 2020	FY 2021	FY 2022	FY 2023	FY 2024
Staff							
Operations							
Maintenance & Repair							
<b>Total O &amp; M Cost</b>							
<b>Total Project Cost</b>	<b>30,000</b>	<b>30,000</b>					

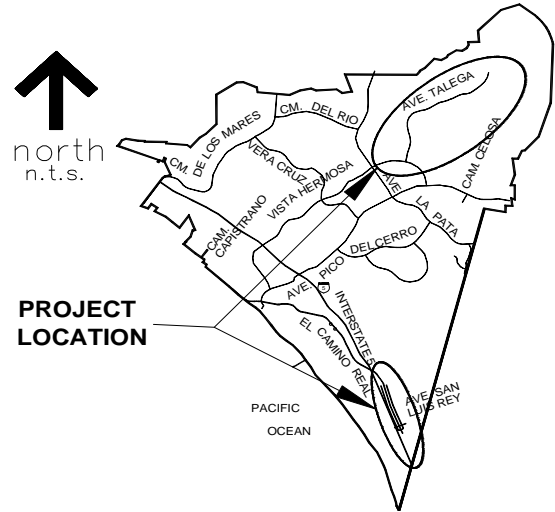
Funding Source	Six Year						
	Total	FY 2019	FY 2020	FY 2021	FY 2022	FY 2023	FY 2024
Gas Tax Fund	30,000	30,000					
<b>Total Funding</b>	<b>30,000</b>	<b>30,000</b>					

# FY 2019 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 overlay, or slurry seal the existing pavement as needed. As a part of the project, the City will evaluate the travel lane alignments to best serve the users of the roadway. The projects for FY 2019 include: street segments on S. El Camino Real south of Ave. Mendocino, Ave. Talega and others 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

Project Cost	Six Year						
	Total	FY 2019	FY 2020	FY 2021	FY 2022	FY 2023	FY 2024
<b>Construction Costs</b>							
Land Acquisition							
Preliminary Engineering	80,000	80,000					
Construction Costs	1,220,000	1,220,000					
<b>Total Construction</b>	<b>1,300,000</b>	<b>1,300,000</b>					

Operation & Maintenance Costs	Six Year						
	Total	FY 2019	FY 2020	FY 2021	FY 2022	FY 2023	FY 2024
Staff							
Operations							
Maintenance & Repair							
<b>Total O &amp; M Cost</b>							
<b>Total Project Cost</b>	<b>1,300,000</b>	<b>1,300,000</b>					

Funding Source	Six Year						
	Total	FY 2019	FY 2020	FY 2021	FY 2022	FY 2023	FY 2024
Gas Tax Fund	1,300,000	1,300,000					
<b>Total Funding</b>	<b>1,300,000</b>	<b>1,300,000</b>					

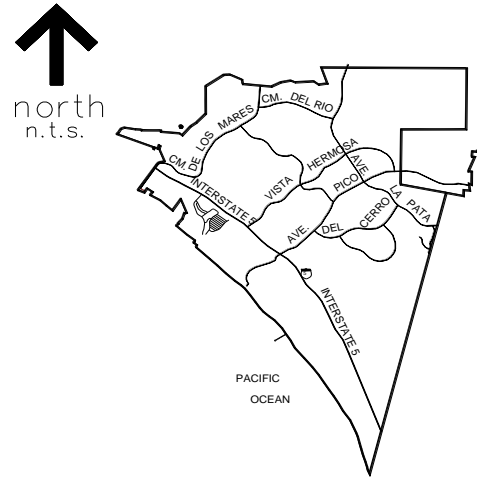
# FY 2019 Street Improvement Projects

## Capital Project - Street

**Project Description:**

The project consists of rehabilitating Chiquita, La Ronda, Avenida Princesa, Avenida Estacion, Calle Lago, Monterey Lane, Avenida Valencia, Calle Malaguena, W. Canada, Monterey Lane, Avenida Verde, and Via Manzana. Deteriorated and deficient curb, gutter, curbs ramps, sidewalks 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 may also be completed at 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-1.20,M-3.02

Project Cost	Six Year						
	Total	FY 2019	FY 2020	FY 2021	FY 2022	FY 2023	FY 2024
<b>Construction Costs</b>							
Land Acquisition							
Preliminary Engineering	50,000	50,000					
Construction Costs	1,350,000	1,350,000					
<b>Total Construction</b>	<b>1,400,000</b>	<b>1,400,000</b>					

Operation & Maintenance Costs	Six Year						
	Total	FY 2019	FY 2020	FY 2021	FY 2022	FY 2023	FY 2024
Staff							
Operations							
Maintenance & Repair							
<b>Total O &amp; M Cost</b>							
<b>Total Project Cost</b>	<b>1,400,000</b>	<b>1,400,000</b>					

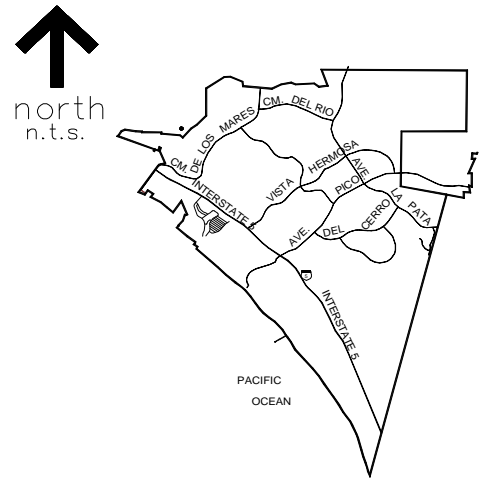
Funding Source	Six Year						
	Total	FY 2019	FY 2020	FY 2021	FY 2022	FY 2023	FY 2024
Street Improv. Fund	1,400,000	1,400,000					
<b>Total Funding</b>	<b>1,400,000</b>	<b>1,400,000</b>					

# 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 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 2019	FY 2020	FY 2021	FY 2022	FY 2023	FY 2024
<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>	1,800,000	300,000	300,000	300,000	300,000	300,000	300,000

Operation & Maintenance Costs	Six Year						
	Total	FY 2019	FY 2020	FY 2021	FY 2022	FY 2023	FY 2024
Staff							
Operations							
Maintenance & Repair							
<b>Total O &amp; M Cost</b>							
<b>Total Project Cost</b>	1,800,000	300,000	300,000	300,000	300,000	300,000	300,000

Funding Source	Six Year						
	Total	FY 2019	FY 2020	FY 2021	FY 2022	FY 2023	FY 2024
Street Improv. Fund	1,800,000	300,000	300,000	300,000	300,000	300,000	300,000
<b>Total Funding</b>	1,800,000	300,000	300,000	300,000	300,000	300,000	300,000

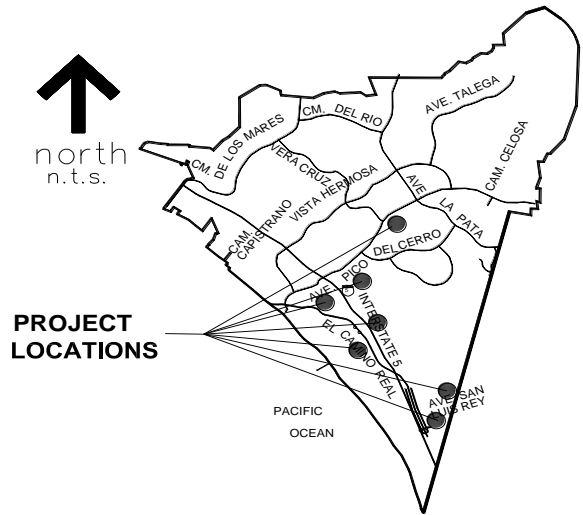
# Major Street Maintenance FY 2019

## Maintenance and Other Project - Street

**Project Description:**

The City allocates \$550,000 annually to supplement funding for street related improvements. This FY 2019 project will rehabilitate selected City-owned parking lots which are not part of the formal Street Improvement Program. Proposed lots include: City Hall, Boys/Girls Club, Granada Lot behind Nick's Restaurant, 1030 Negocio, Verde Park, San Luis Rey Park, and Vista Bahia Park. Anticipated work includes new pavement section, pavement overlay and/or slurry seal depending on the pavement condition of the lot.

**Project Location:**



**Project Management:** Engineering Division  
**Supporting Division:** Maintenance Division  
**Type of Project:** Maintenance reconstruction  
**Impact on Operating Budget:** Will restore pavement condition and reduce need for ongoing repairs.

**General Plan Policy #** M-1.01

Project Cost	Six Year						
	Total	FY 2019	FY 2020	FY 2021	FY 2022	FY 2023	FY 2024
<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 2019	FY 2020	FY 2021	FY 2022	FY 2023	FY 2024
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>

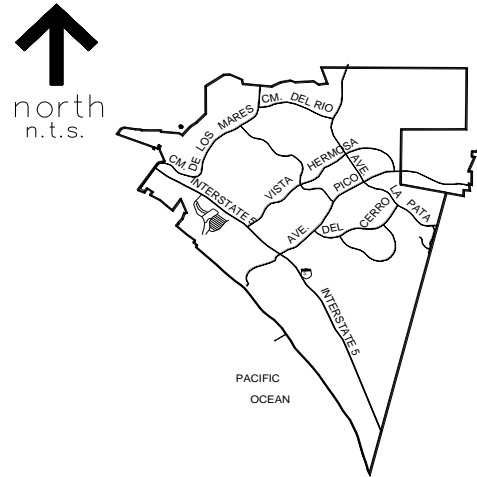
Funding Source	Six Year						
	Total	FY 2019	FY 2020	FY 2021	FY 2022	FY 2023	FY 2024
General Fund	3,000,000	500,000	500,000	500,000	500,000	500,000	500,000
Water Deprec. Reserve	150,000	25,000	25,000	25,000	25,000	25,000	25,000
Sewer Deprec. Reserve	150,000	25,000	25,000	25,000	25,000	25,000	25,000
<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>

# Marblehead Coastal Streetlight Poles & Fixtures Maintenance and Other Project - Street

**Project Description:**

This project will purchase spare decorative street light poles, fixtures, and decorative scroll attachments which are specific to the Marblehead Coastal development.

**Project Location:**



**Project Management:** Maintenance Division  
**Supporting Division:** Engineering Division  
**Type of Project:** New Equipment  
**Impact on Operating Budget:** None

**General Plan Policy #** BPR-7.02

Project Cost	Six Year						
	Total	FY 2019	FY 2020	FY 2021	FY 2022	FY 2023	FY 2024
<b>Construction Costs</b>							
Land Acquisition							
Preliminary Engineering							
Construction Costs	30,000	30,000					
<b>Total Construction</b>	30,000	30,000					

Operation & Maintenance Costs	Six Year						
	Total	FY 2019	FY 2020	FY 2021	FY 2022	FY 2023	FY 2024
Staff							
Operations							
Maintenance & Repair							
<b>Total O &amp; M Cost</b>							
<b>Total Project Cost</b>	30,000	30,000					

Funding Source	Six Year						
	Total	FY 2019	FY 2020	FY 2021	FY 2022	FY 2023	FY 2024
Developer Imp. Fund	30,000	30,000					
<b>Total Funding</b>	30,000	30,000					

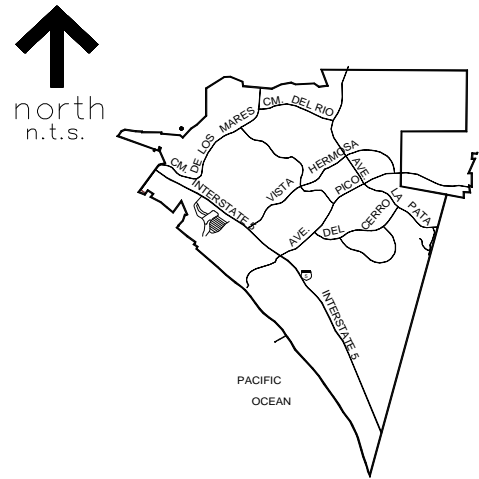


# Pavement Management System Update Maintenance and Other Project - Street

**Project Description:**

Since 1988, the City has been using a computerized Pavement Management System to inventory the City's public street system and recommend rehabilitation strategies to improve the overall condition of the City's streets. In addition, OCTA now requires the system to be updated every two years to maintain Measure M2 funding eligibility. AHFP arterials must be evaluated every two years and all City streets every six years.

**Project Location:**



**Project Management:** Engineering Division  
**Supporting Division:** None  
**Type of Project:** Study  
**Impact on Operating Budget:** None

**General Plan Policy #** M-1.01

Project Cost	Six Year						
	Total	FY 2019	FY 2020	FY 2021	FY 2022	FY 2023	FY 2024
<b>Construction Costs</b>							
Land Acquisition							
Preliminary Engineering	250,000	50,000		150,000		50,000	
Construction Costs							
<b>Total Construction</b>	250,000	50,000		150,000		50,000	

Operation & Maintenance Costs	Six Year						
	Total	FY 2019	FY 2020	FY 2021	FY 2022	FY 2023	FY 2024
Staff							
Operations							
Maintenance & Repair							
<b>Total O &amp; M Cost</b>							
<b>Total Project Cost</b>	250,000	50,000		150,000		50,000	

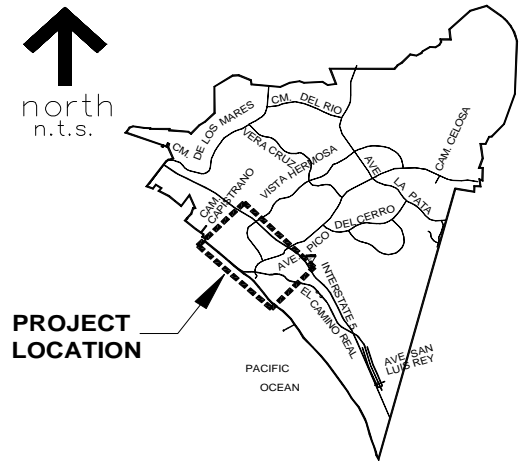
Funding Source	Six Year						
	Total	FY 2019	FY 2020	FY 2021	FY 2022	FY 2023	FY 2024
Street Improv. Fund	250,000	50,000		150,000		50,000	
<b>Total Funding</b>	250,000	50,000		150,000		50,000	

# San Clemente Trolley Maintenance and Other Project - Street

**Project Description:**

This project will continue the summer Trolley service serving the downtown area that was initiated in Summer 2017. The trolley is partially funded through an Orange County Transportation Authority grant that was secured and approved by the City Council in 2016.

**Project Location:**



**Project Management:** Engineering Division

**Supporting Division:** None

**Type of Project:**

**Impact on Operating Budget:** Starting in FY2021 General Funds will be needed to provide the required grant funding match contribution, due to AQMD funding rules.

**General Plan Policy #** M-1.09, M-2.08

Project Cost	Six Year						
	Total	FY 2019	FY 2020	FY 2021	FY 2022	FY 2023	FY 2024
Capital Costs							
<b>Total Construction</b>							

Operation & Maintenance Costs	Six Year						
	Total	FY 2019	FY 2020	FY 2021	FY 2022	FY 2023	FY 2024
Staff Operations	717,402	119,567	119,567	119,567	119,567	119,567	119,567
Maintenance & Repair							
<b>Total O &amp; M Cost</b>	717,402	119,567	119,567	119,567	119,567	119,567	119,567
<b>Total Project Cost</b>	717,402	119,567	119,567	119,567	119,567	119,567	119,567

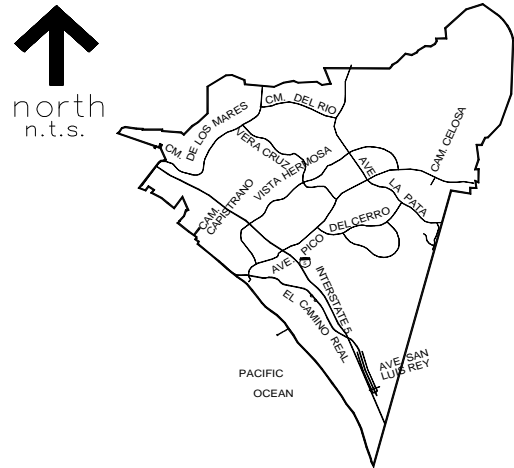
Funding Source	Six Year						
	Total	FY 2019	FY 2020	FY 2021	FY 2022	FY 2023	FY 2024
Measure M2 Project P Grant	638,490	106,415	106,415	106,415	106,415	106,415	106,415
Air Quality Mgmt. Fund	26,304	13,152	13,152				
General Fund	52,608			13,152	13,152	13,152	13,152
<b>Total Funding</b>	717,402	119,567	119,567	119,567	119,567	119,567	119,567

# 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. For FY 2019, additional funds from the Street Improvement Fund are proposed to increase progress toward addressing sidewalk trip hazards.

**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 2019	FY 2020	FY 2021	FY 2022	FY 2023	FY 2024
<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 2019	FY 2020	FY 2021	FY 2022	FY 2023	FY 2024
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

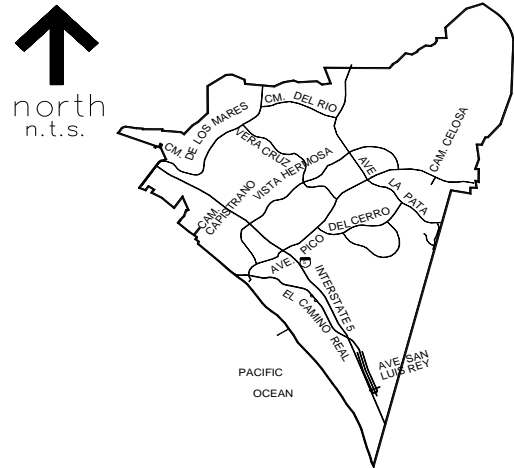
Funding Source	Six Year						
	Total	FY 2019	FY 2020	FY 2021	FY 2022	FY 2023	FY 2024
General Fund	900,000	150,000	150,000	150,000	150,000	150,000	150,000
<b>Total Funding</b>	900,000	150,000	150,000	150,000	150,000	150,000	150,000

# Sidewalk Repair and Improvements Maintenance and Other Project - Street

**Project Description:**

The City has an annual sidewalk repair program to repair deficient sidewalks and remove trip hazards throughout the City. This project is to provide one-time supplemental funding in FY19 to that annual program to help increase the number of locations that can be repaired.

**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 2019	FY 2020	FY 2021	FY 2022	FY 2023	FY 2024
<b>Construction Costs</b>							
Land Acquisition							
Preliminary Engineering							
Construction Costs	350,000	350,000					
<b>Total Construction</b>	350,000	350,000					

Operation & Maintenance Costs	Six Year						
	Total	FY 2019	FY 2020	FY 2021	FY 2022	FY 2023	FY 2024
Staff							
Operations							
Maintenance & Repair							
<b>Total O &amp; M Cost</b>							
<b>Total Project Cost</b>	350,000	350,000					

Funding Source	Six Year						
	Total	FY 2019	FY 2020	FY 2021	FY 2022	FY 2023	FY 2024
Street Improv. Fund	350,000	350,000					
<b>Total Funding</b>	350,000	350,000					

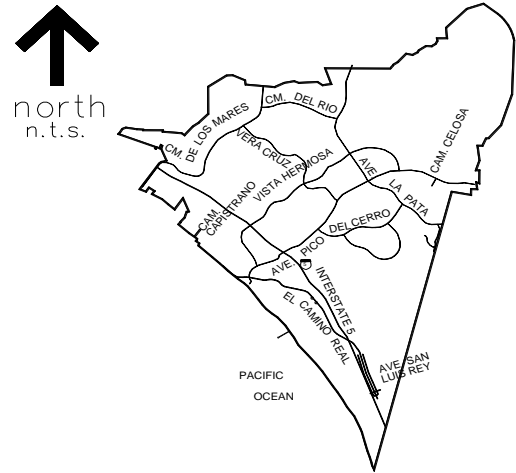
# Slurry Seal FY 2019

## Maintenance and Other Project - Street

**Project Description:**

The City annually budgets to slurry seal 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:** Maintenance 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 2019	FY 2020	FY 2021	FY 2022	FY 2023	FY 2024
<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 2019	FY 2020	FY 2021	FY 2022	FY 2023	FY 2024
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>

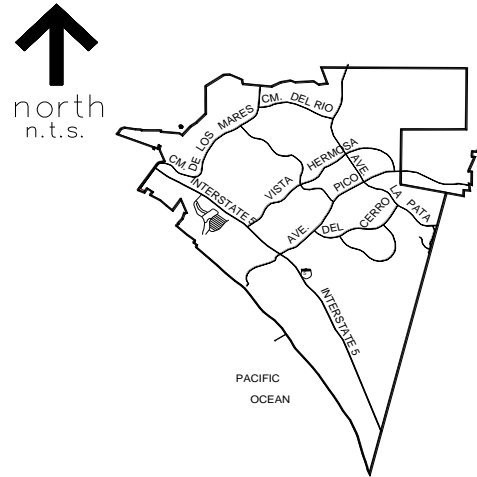
Funding Source	Six Year						
	Total	FY 2019	FY 2020	FY 2021	FY 2022	FY 2023	FY 2024
General Fund	1,500,000	250,000	250,000	250,000	250,000	250,000	250,000
<b>Total Funding</b>	<b>1,500,000</b>	<b>250,000</b>	<b>250,000</b>	<b>250,000</b>	<b>250,000</b>	<b>250,000</b>	<b>250,000</b>

# Street Improvement Design Maintenance and Other Project - Street

**Project Description:**

This project will utilize as-needed funds to design street improvements scheduled for construction in the following fiscal year, or to apply for grants for projects that are 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-1.01,M-1.20,M-3.02

Project Cost	Six Year						
	Total	FY 2019	FY 2020	FY 2021	FY 2022	FY 2023	FY 2024
<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 2019	FY 2020	FY 2021	FY 2022	FY 2023	FY 2024
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 2019	FY 2020	FY 2021	FY 2022	FY 2023	FY 2024
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

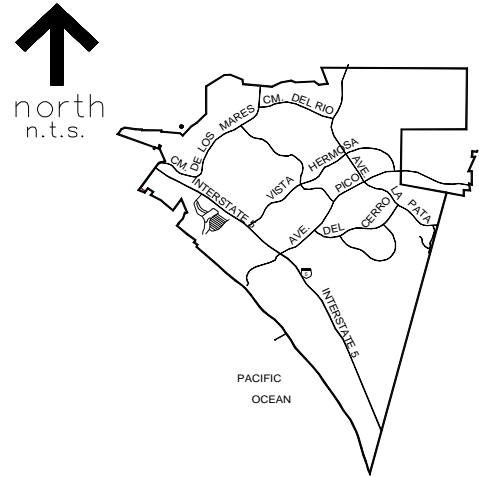
# Traffic Calming Program

## 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.

**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 2019	FY 2020	FY 2021	FY 2022	FY 2023	FY 2024
<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 2019	FY 2020	FY 2021	FY 2022	FY 2023	FY 2024
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 2019	FY 2020	FY 2021	FY 2022	FY 2023	FY 2024
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

---

# Capital Improvement Program

## Water

---

### 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 2018-19 budget includes 2 capital improvement projects for a total of \$1.1 million and 6 maintenance projects in the amount of \$700,000.

Capital improvement projects are listed as follows:

- Calle Real Pump Station Rehabilitation
- Reservoir 10 & 6 Water Line

Maintenance and other projects in FY 2018-19 are:

- Meter Replacements
- Pico Booster PS Pump Replacement
- Water Distribution System Insert Valve Program
- Water System Air-Vac Replacement Program
- 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.

### 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



---

# Capital Improvement Program

## Water

---

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

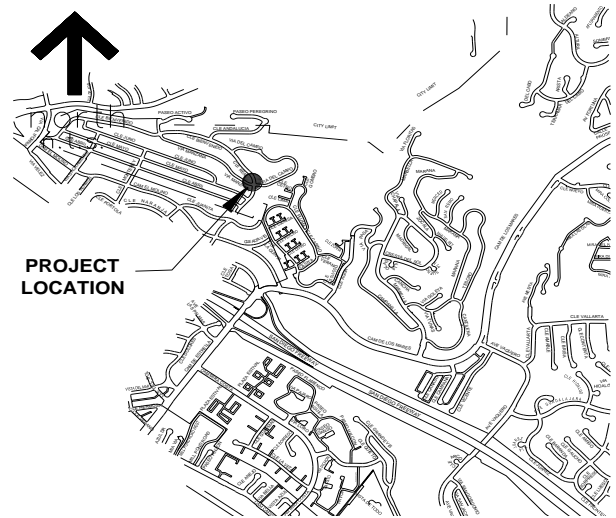
# Calle Real Pump Station Rehabilitation

## Capital Project - Water

**Project Description:**

Calle Real Pump Station conveys water to Reservoir No.6. The pump station has met its useful life and is in need of replacement. The station will be upgraded with new equipment to support operational changes in the water distribution system. The upgraded station will pump water to Reservoir No. 10 since Reservoir No. 6 is planned to be removed from service. The upgraded system will provide system redundancy for improved reliability in the event of an unplanned outage.

**Project Location:**



**Project Management:** Engineering Division  
**Supporting Division:** Utilities Division  
**Type of Project:** Rehabilitation  
**Impact on Operating Budget:** None

**General Plan Policy #** PSFU-5.05

Project Cost	Six Year						
	Total	FY 2019	FY 2020	FY 2021	FY 2022	FY 2023	FY 2024
<b>Construction Costs</b>							
Land Acquisition							
Preliminary Engineering							
Construction Costs	2,500,000	300,000	2,200,000				
<b>Total Construction</b>	2,500,000	300,000	2,200,000				

Operation & Maintenance Costs	Six Year						
	Total	FY 2019	FY 2020	FY 2021	FY 2022	FY 2023	FY 2024
Staff							
Operations							
Maintenance & Repair							
<b>Total O &amp; M Cost</b>							
<b>Total Project Cost</b>	2,500,000	300,000	2,200,000				

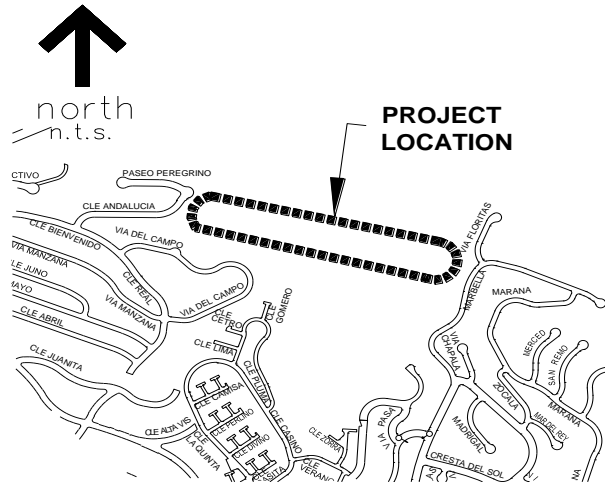
Funding Source	Six Year						
	Total	FY 2019	FY 2020	FY 2021	FY 2022	FY 2023	FY 2024
Water Deprec. Reserve	2,500,000	300,000	2,200,000				
<b>Total Funding</b>	2,500,000	300,000	2,200,000				

# Reservoir 10 & 6 Water Line Capital Project - Water

**Project Description:**

Reservoir 6 is nearing the end of its useful life and the storage capacity is not large enough for its service area. This project will construct a new water line to supply domestic water from Reservoir 10 to the 6-657 service zone. The work is being coordinated with improvements at Calle Real Pump Station to provide a redundant water supply to the service zone. Easement acquisition work is being finalized, and construction is anticipated in summer of 2019.

**Project Location:**



**Project Management:** Engineering Division  
**Supporting Division:** Utilities Division  
**Type of Project:** New Construction  
**Impact on Operating Budget:** None.

**General Plan Policy #** PSFU-5.05

Project Cost	Six Year						
	Total	FY 2019	FY 2020	FY 2021	FY 2022	FY 2023	FY 2024
<b>Construction Costs</b>							
Land Acquisition							
Preliminary Engineering							
Construction Costs	800,000	800,000					
<b>Total Construction</b>	800,000	800,000					

Operation & Maintenance Costs	Six Year						
	Total	FY 2019	FY 2020	FY 2021	FY 2022	FY 2023	FY 2024
Staff							
Operations							
Maintenance & Repair							
<b>Total O &amp; M Cost</b>							
<b>Total Project Cost</b>	800,000	800,000					

Funding Source	Six Year						
	Total	FY 2019	FY 2020	FY 2021	FY 2022	FY 2023	FY 2024
Water Deprec. Reserve	800,000	800,000					
<b>Total Funding</b>	800,000	800,000					

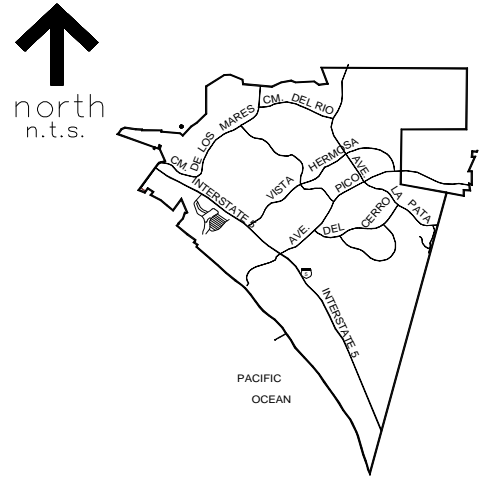
# Meter Replacements

## 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 for maintenance reasons 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:** Utilities Division  
**Supporting Division:** Engineering 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 2019	FY 2020	FY 2021	FY 2022	FY 2023	FY 2024
<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>	1,200,000	100,000	100,000	100,000	300,000	300,000	300,000

Operation & Maintenance Costs	Six Year						
	Total	FY 2019	FY 2020	FY 2021	FY 2022	FY 2023	FY 2024
Staff							
Operations							
Maintenance & Repair							
<b>Total O &amp; M Cost</b>							
<b>Total Project Cost</b>	1,200,000	100,000	100,000	100,000	300,000	300,000	300,000

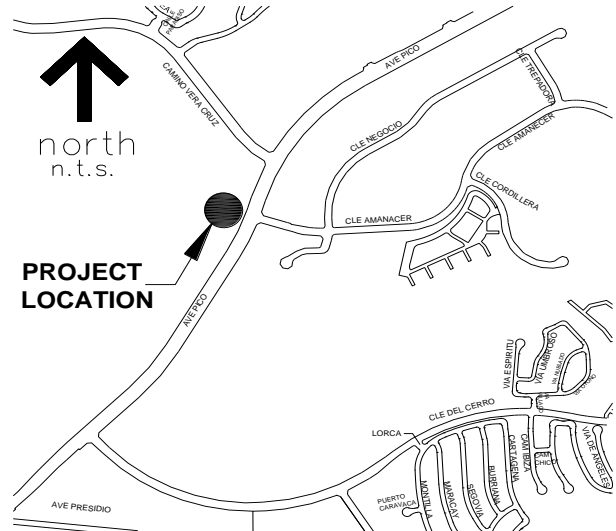
Funding Source	Six Year						
	Total	FY 2019	FY 2020	FY 2021	FY 2022	FY 2023	FY 2024
Water Deprec. Reserve	1,200,000	100,000	100,000	100,000	300,000	300,000	300,000
<b>Total Funding</b>	1,200,000	100,000	100,000	100,000	300,000	300,000	300,000

# Pico Booster PS Pump Replacement Maintenance and Other Project - Water

**Project Description:**

The Pico Pump Station conveys water from the Reservoir 11 subzone. During the Recycled Water Expansion project, Reservoir 11A was constructed for potable water use and Reservoir 11 was converted to recycled water storage. Reservoir 11A has less volume than Reservoir 11. Pump replacement at the Pico Pump Station is proposed to improve pumping efficiency and reduce power consumption.

**Project Location:**



**Project Management:** Utilities Division  
**Supporting Division:** Engineering Division  
**Type of Project:** Rehabilitation  
**Impact on Operating Budget:** None

**General Plan Policy #** PSFU-5.05

Project Cost	Six Year						
	Total	FY 2019	FY 2020	FY 2021	FY 2022	FY 2023	FY 2024
<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 2019	FY 2020	FY 2021	FY 2022	FY 2023	FY 2024
Staff							
Operations							
Maintenance & Repair							
<b>Total O &amp; M Cost</b>							
<b>Total Project Cost</b>	100,000	100,000					

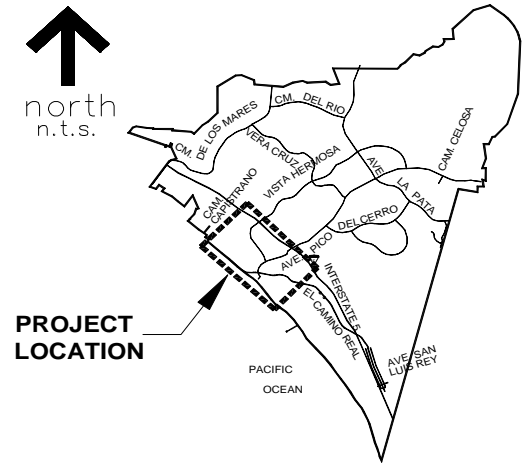
Funding Source	Six Year						
	Total	FY 2019	FY 2020	FY 2021	FY 2022	FY 2023	FY 2024
Water Deprec. Reserve	100,000	100,000					
<b>Total Funding</b>	100,000	100,000					

# Water Distribution System Insert Valve Program Maintenance and Other Project - Water

**Project Description:**

Water system valves provide operators the ability to isolate portions of the water systems in emergencies, tie-ins, and maintenance procedures. Many of the water valves in the downtown area no longer operate properly due to their age. This project will install insert style valves throughout the downtown area. This type of valve can be installed without shutting down the distribution system.

**Project Location:**



**Project Management:** Utilities Division  
**Supporting Division:** Engineering 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 2019	FY 2020	FY 2021	FY 2022	FY 2023	FY 2024
<b>Construction Costs</b>							
Land Acquisition							
Preliminary Engineering							
Construction Costs	175,000	75,000		50,000		50,000	
<b>Total Construction</b>	175,000	75,000		50,000		50,000	

Operation & Maintenance Costs	Six Year						
	Total	FY 2019	FY 2020	FY 2021	FY 2022	FY 2023	FY 2024
Staff							
Operations							
Maintenance & Repair							
<b>Total O &amp; M Cost</b>							
<b>Total Project Cost</b>	175,000	75,000		50,000		50,000	

Funding Source	Six Year						
	Total	FY 2019	FY 2020	FY 2021	FY 2022	FY 2023	FY 2024
Water Deprec. Reserve	175,000	75,000		50,000		50,000	
<b>Total Funding</b>	175,000	75,000		50,000		50,000	

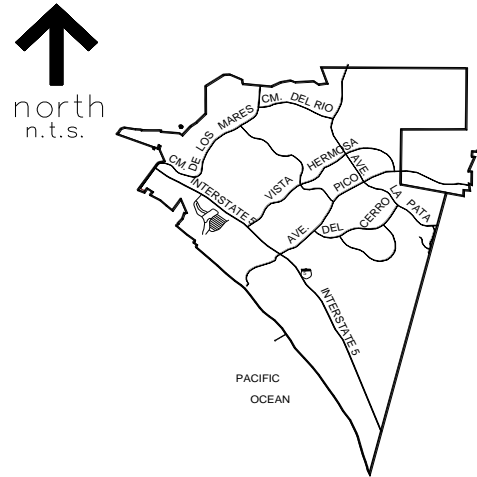
# Water System Air-Vac Replacement Program

## Maintenance and Other Project - Water

**Project Description:**

Air vacuum devices are utilized throughout the City's water distribution system to eliminate the air in the pipelines at high points in the system. This program will replace components throughout the water system that are at the end of their useful life.

**Project Location:**



**Project Management:** Utilities Division  
**Supporting Division:** Engineering Division  
**Type of Project:** New Equipment  
**Impact on Operating Budget:** None

**General Plan Policy #** PSFU-5.05

Project Cost	Six Year						
	Total	FY 2019	FY 2020	FY 2021	FY 2022	FY 2023	FY 2024
<b>Construction Costs</b>							
Land Acquisition							
Preliminary Engineering							
Construction Costs	75,000	25,000		25,000		25,000	
<b>Total Construction</b>	75,000	25,000		25,000		25,000	

Operation & Maintenance Costs	Six Year						
	Total	FY 2019	FY 2020	FY 2021	FY 2022	FY 2023	FY 2024
Staff							
Operations							
Maintenance & Repair							
<b>Total O &amp; M Cost</b>							
<b>Total Project Cost</b>	75,000	25,000		25,000		25,000	

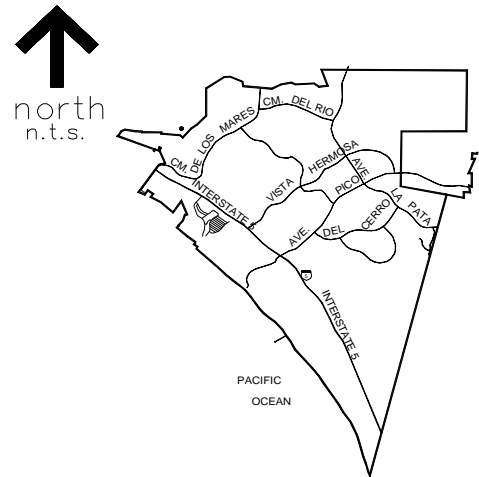
Funding Source	Six Year						
	Total	FY 2019	FY 2020	FY 2021	FY 2022	FY 2023	FY 2024
Water Deprec. Reserve	75,000	25,000		25,000		25,000	
<b>Total Funding</b>	75,000	25,000		25,000		25,000	

# 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.

**Project Location:**



**Project Management:** Utilities Division  
**Supporting Division:** Engineering 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 2019	FY 2020	FY 2021	FY 2022	FY 2023	FY 2024
<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>	1,800,000	300,000	300,000	300,000	300,000	300,000	300,000

Operation & Maintenance Costs	Six Year						
	Total	FY 2019	FY 2020	FY 2021	FY 2022	FY 2023	FY 2024
Staff							
Operations							
Maintenance & Repair							
<b>Total O &amp; M Cost</b>							
<b>Total Project Cost</b>	1,800,000	300,000	300,000	300,000	300,000	300,000	300,000

Funding Source	Six Year						
	Total	FY 2019	FY 2020	FY 2021	FY 2022	FY 2023	FY 2024
Water Deprec. Reserve	1,800,000	300,000	300,000	300,000	300,000	300,000	300,000
<b>Total Funding</b>	1,800,000	300,000	300,000	300,000	300,000	300,000	300,000

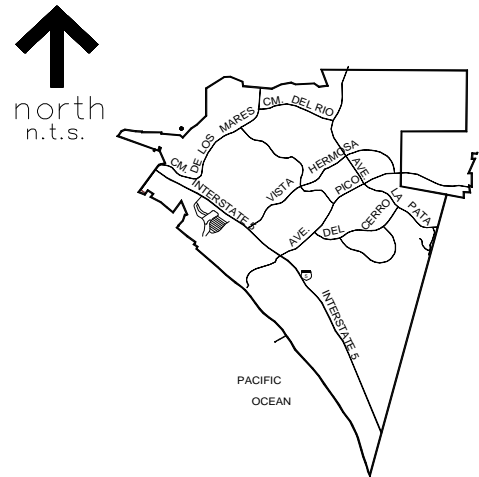


# Water System Replacement Maintenance and Other Project - Water

**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 2019	FY 2020	FY 2021	FY 2022	FY 2023	FY 2024
<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 2019	FY 2020	FY 2021	FY 2022	FY 2023	FY 2024
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 2019	FY 2020	FY 2021	FY 2022	FY 2023	FY 2024
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

---

# Capital Improvement Program

## Facilities and Other Improvements

---

### 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 2018-19 budget includes 8 capital improvement projects for a total of \$3.4 million and 1 maintenance projects in the amount of \$250,000.

Capital improvement projects are listed below:

- 910 Negocio Remodel - City Hall Relocation
- Aquatics Center Paint & Patch
- Aquatics Center Play Activity Pool Plaster Replacement
- Bonito Canyon Light Pole & Fixture Replacements
- Boys & Girls Club Trash Enclosure Replacement
- Corps of Engineers Sand Replenishment - PED Phase
- Marine Safety Building Structural Repair and Upgrades
- Pier Structural Construction

Maintenance and other projects in FY 2018-19 are:

- 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

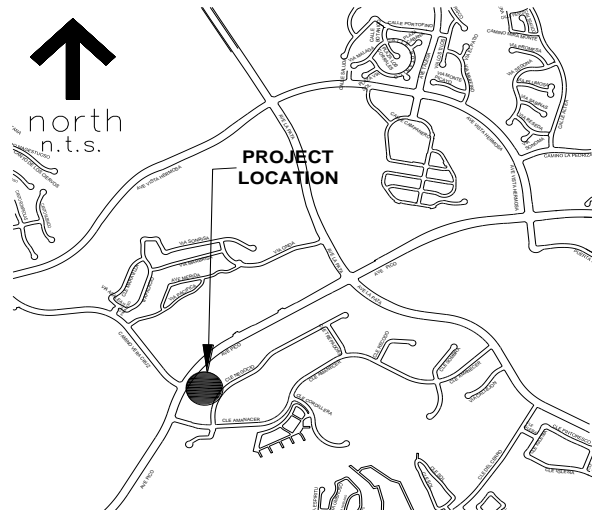
# 910 Negocio Remodel - City Hall Relocation

## Capital Project - Facilities and Other Improvement

**Project Description:**

This project will renovate the first and third floor of the City’s existing facility at 910 Calle Negocio. The project design was initiated in FY 18, and will be complete in early summer 2019. Although the design work is not yet completed, the scoped improvements are currently estimated at \$2.5M. Construction funding will need to be allocated in order to publicly bid and award the contract renovation bid package.

**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 2019	FY 2020	FY 2021	FY 2022	FY 2023	FY 2024
<b>Construction Costs</b>							
Land Acquisition							
Preliminary Engineering							
Construction Costs	2,500,000	2,500,000					
<b>Total Construction</b>	2,500,000	2,500,000					

Operation & Maintenance Costs	Six Year						
	Total	FY 2019	FY 2020	FY 2021	FY 2022	FY 2023	FY 2024
Staff							
Operations							
Maintenance & Repair							
<b>Total O &amp; M Cost</b>							
<b>Total Project Cost</b>	2,500,000	2,500,000					

Funding Source	Six Year						
	Total	FY 2019	FY 2020	FY 2021	FY 2022	FY 2023	FY 2024
General Fund	1,250,000	1,250,000					
Civic Center Fund	1,250,000	1,250,000					
<b>Total Funding</b>	2,500,000	2,500,000					

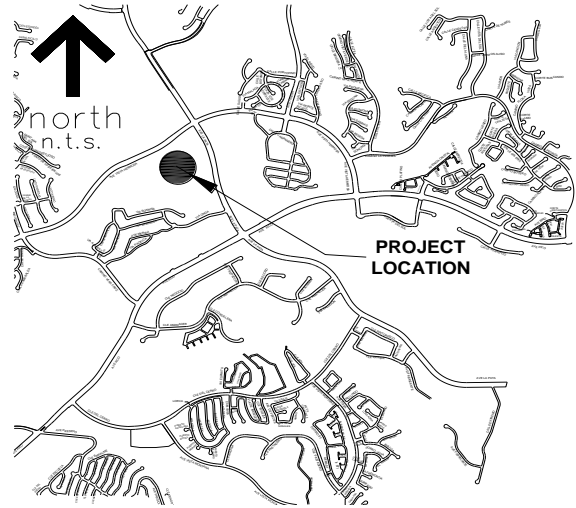
# Aquatics Center Paint & Patch

## Capital Project - Facilities and Other Improvement

**Project Description:**

This project will paint and patch the exterior of the main building at the Vista Hermosa Sports Park.

**Project Location:**



**Project Management:** Maintenance Division  
**Supporting Division:** None  
**Type of Project:** Maintenance renovation  
**Impact on Operating Budget:** None

**General Plan Policy #** BPR-2.03,UD-4.01

Project Cost	Six Year						
	Total	FY 2019	FY 2020	FY 2021	FY 2022	FY 2023	FY 2024
<b>Construction Costs</b>							
Land Acquisition							
Preliminary Engineering							
Construction Costs	80,000	80,000					
<b>Total Construction</b>	80,000	80,000					

Operation & Maintenance Costs	Six Year						
	Total	FY 2019	FY 2020	FY 2021	FY 2022	FY 2023	FY 2024
Staff							
Operations							
Maintenance & Repair							
<b>Total O &amp; M Cost</b>							
<b>Total Project Cost</b>	80,000	80,000					

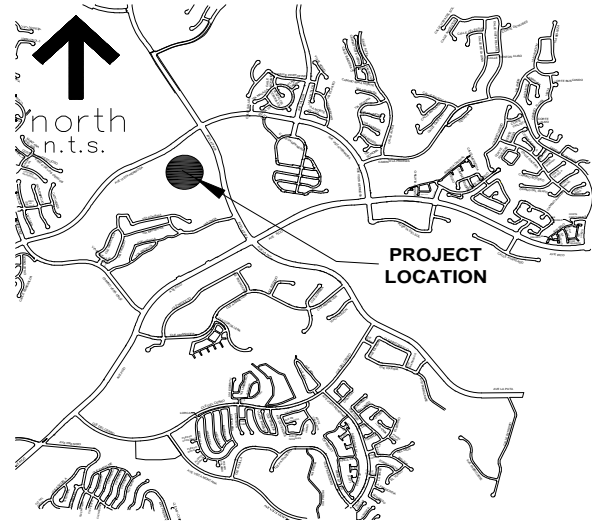
Funding Source	Six Year						
	Total	FY 2019	FY 2020	FY 2021	FY 2022	FY 2023	FY 2024
Facilities Maint. Reserve	80,000	80,000					
<b>Total Funding</b>	80,000	80,000					

# Aquatics Center Play Activity Pool Plaster Replacement Capital Project - Facilities and Other Improvement

**Project Description:**

The plaster in the Aquatics Center play activity pool is deteriorating and needs to be replaced. This project will replace the plaster with a more durable quartz plaster that has a significantly longer expected life than the current limestone plaster, and will better withstand maintenance periods that require the pool to be drained.

**Project Location:**



**Project Management:** Maintenance Division  
**Supporting Division:** None  
**Type of Project:** Maintenance renovation  
**Impact on Operating Budget:** Will result in a longer useful life and reduce required maintenance.

**General Plan Policy #** BPR-2.03,  
UD-4.01

Project Cost	Six Year						
	Total	FY 2019	FY 2020	FY 2021	FY 2022	FY 2023	FY 2024
<b>Construction Costs</b>							
Land Acquisition							
Preliminary Engineering							
Construction Costs	60,000	60,000					
<b>Total Construction</b>	60,000	60,000					

Operation & Maintenance Costs	Six Year						
	Total	FY 2019	FY 2020	FY 2021	FY 2022	FY 2023	FY 2024
Staff							
Operations							
Maintenance & Repair							
<b>Total O &amp; M Cost</b>							
<b>Total Project Cost</b>	60,000	60,000					

Funding Source	Six Year						
	Total	FY 2019	FY 2020	FY 2021	FY 2022	FY 2023	FY 2024
Facilities Maint. Reserve	60,000	60,000					
<b>Total Funding</b>	60,000	60,000					

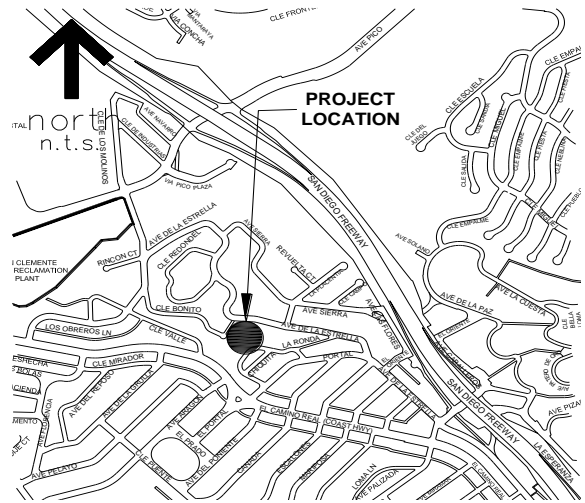
# Bonito Canyon Park Light Pole & Fixture Replacements

## Capital Project - Facilities and Other Improvement

**Project Description:**

The existing light poles and fixtures at Bonito Canyon Park need replacement, and several poles have already been removed due to excessive deterioration. This project will replace all park light poles and fixtures with new concrete poles with decorative arms and LED fixtures similar to the ones used on the Pier, Beach Trail and selected other parks.

**Project Location:**



**Project Management:** Maintenance Division  
**Supporting Division:** Engineering Division  
**Type of Project:** Maintenance reconstruction  
**Impact on Operating Budget:** None

**General Plan Policy #** BPR-  
 1.05, BPR-  
 2.03, BPR-  
 7.02

Project Cost	Six Year						
	Total	FY 2019	FY 2020	FY 2021	FY 2022	FY 2023	FY 2024
<b>Construction Costs</b>							
Land Acquisition							
Preliminary Engineering							
Construction Costs	115,000	115,000					
<b>Total Construction</b>	115,000	115,000					

Operation & Maintenance Costs	Six Year						
	Total	FY 2019	FY 2020	FY 2021	FY 2022	FY 2023	FY 2024
Staff							
Operations							
Maintenance & Repair							
<b>Total O &amp; M Cost</b>							
<b>Total Project Cost</b>	115,000	115,000					

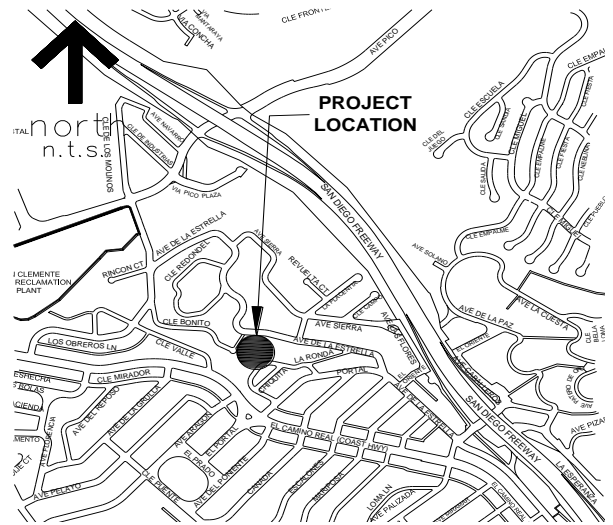
Funding Source	Six Year						
	Total	FY 2019	FY 2020	FY 2021	FY 2022	FY 2023	FY 2024
Facilities Maint. Reserve	115,000	115,000					
<b>Total Funding</b>	115,000	115,000					

# Boys & Girls Club Trash Enclosure Replacement Capital Project - Facilities and Other Improvement

**Project Description:**

The existing trash enclosure in the Boys & Girls Club parking lot is deteriorating and its open side design invites dumping and undesirable activity. This project will construct a new enclosure in the same Spanish style and dimensions as the Avenida Granada trash enclosure.

**Project Location:**



**Project Management:** Engineering Division  
**Supporting Division:** Maintenance Division  
**Type of Project:** Maintenance reconstruction  
**Impact on Operating Budget:** None

**General Plan Policy #** UD-4.01

Project Cost	Six Year						
	Total	FY 2019	FY 2020	FY 2021	FY 2022	FY 2023	FY 2024
<b>Construction Costs</b>							
Land Acquisition							
Preliminary Engineering							
Construction Costs	45,000	45,000					
<b>Total Construction</b>	45,000	45,000					

Operation & Maintenance Costs	Six Year						
	Total	FY 2019	FY 2020	FY 2021	FY 2022	FY 2023	FY 2024
Staff							
Operations							
Maintenance & Repair							
<b>Total O &amp; M Cost</b>							
<b>Total Project Cost</b>	45,000	45,000					

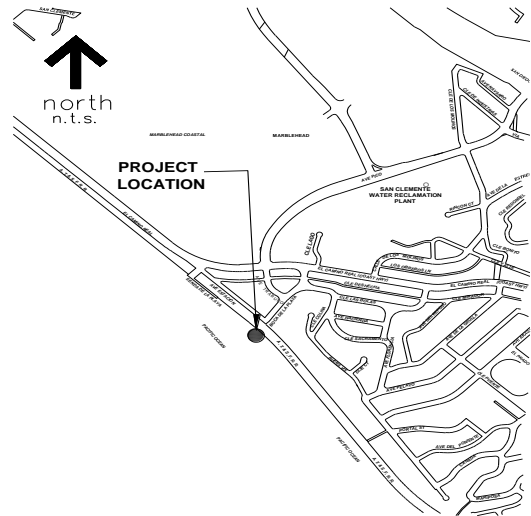
Funding Source	Six Year						
	Total	FY 2019	FY 2020	FY 2021	FY 2022	FY 2023	FY 2024
Facilities Maint. Reserve	45,000	45,000					
<b>Total Funding</b>	45,000	45,000					

# Corps of Engineers Sand Replenishment - PED Phase Capital Project - Facilities and Other Improvement

**Project Description:**

This project is per City Council direction at the March 12, 2018 Long Term Financial Plan workshop. This item will include \$100,000 in the FY19 budget to add to the existing Corps of Engineers project budget (Project Number 19907) in the event there are additional costs required to complete the design phase.

**Project Location:**



**Project Management:** Engineering Division  
**Supporting Division:** Maintenance Services  
**Type of Project:** Maintenance reconstruction  
**Impact on Operating Budget:** None

**General Plan Policy #** BPR-1.05, BPR-2.03

Project Cost	Six Year						
	Total	FY 2019	FY 2020	FY 2021	FY 2022	FY 2023	FY 2024
<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 2019	FY 2020	FY 2021	FY 2022	FY 2023	FY 2024
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 2019	FY 2020	FY 2021	FY 2022	FY 2023	FY 2024
General Fund	100,000	100,000					
<b>Total Funding</b>	100,000	100,000					



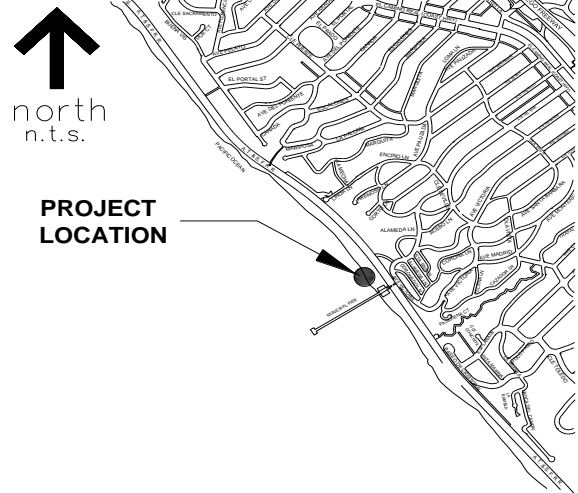
# Marine Safety Building Structural Repair and Upgrades

## Capital Project - Facilities and Other Improvement

**Project Description:**

The Marine Safety Headquarters is in need of rehabilitation. Based on a 2016 assessment, certain improvements are needed to extend the life of the structure by 10 years. In FY 2018, \$900,000 was budgeted for construction. However, based on the final plans including the required ADA improvements, an additional \$250,000 is estimated for construction. The project involves improving beams, piling, decking, siding and installing of 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 2019	FY 2020	FY 2021	FY 2022	FY 2023	FY 2024
<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 2019	FY 2020	FY 2021	FY 2022	FY 2023	FY 2024
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 2019	FY 2020	FY 2021	FY 2022	FY 2023	FY 2024
Facilities Maint. Reserve	125,000	125,000					
Public Facility Construction	125,000	125,000					
<b>Total Funding</b>	250,000	250,000					

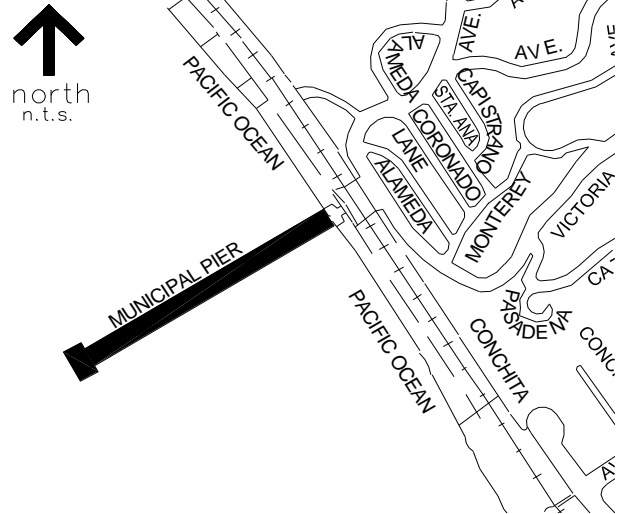
# Pier Structural Construction

## Capital Project - Facilities and Other Improvement

**Project Description:**

Pier improvements totaling \$2,000,000 were funded in previous fiscal years and are currently underway. As part of the Building Code requirements, certain American Disabilities Act (ADA) Improvements at the base of the Pier need to be constructed concurrently with the Pier improvements. To satisfy this requirement, plans for an accessible route from Avenida Victoria to the restrooms at the base of the Pier have been prepared by a consultant. The ADA improvements are estimated at \$250,000.

**Project Location:**



**Project Management:** Engineering Division  
**Supporting Division:** None  
**Type of Project:** New Construction  
**Impact on Operating Budget:** None

**General Plan Policy #** BPR-3.03

Project Cost	Six Year						
	Total	FY 2019	FY 2020	FY 2021	FY 2022	FY 2023	FY 2024
<b>Construction Costs</b>							
Land Acquisition							
Preliminary Engineering							
Construction Costs	300,000	250,000		25,000		25,000	
<b>Total Construction</b>	300,000	250,000		25,000		25,000	

Operation & Maintenance Costs	Six Year						
	Total	FY 2019	FY 2020	FY 2021	FY 2022	FY 2023	FY 2024
Staff							
Operations							
Maintenance & Repair							
<b>Total O &amp; M Cost</b>							
<b>Total Project Cost</b>	300,000	250,000		25,000		25,000	

Funding Source	Six Year						
	Total	FY 2019	FY 2020	FY 2021	FY 2022	FY 2023	FY 2024
General Fund	300,000	250,000		25,000		25,000	
<b>Total Funding</b>	300,000	250,000		25,000		25,000	

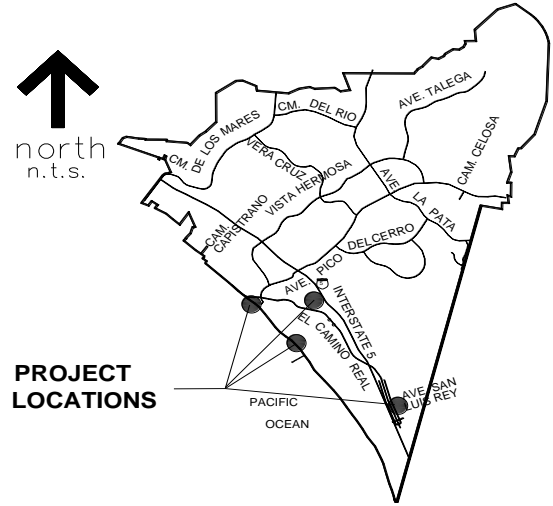
# Maintenance Service Rehabilitation FY 2019

## Maintenance and Other Project - Facilities and Other Improvement

**Project Description:**

This program supports smaller corrective maintenance projects during each fiscal year. Anticipated projects for Fiscal Year 2019 include: North Beach parking lot fence repair (fence between lot and railroad track), Beach Trail Phase 2 of 2 fence repair (welded wire fence north of Pier), Replace San Luis Rey tennis court fencing, and replace Bonito Canyon outfield fence. Other projects may be considered as the funding allows.

**Project Location:**



**Project Management:** Maintenance Division  
**Supporting Division:** Engineering Division  
**Type of Project:** Rehabilitation  
**Impact on Operating Budget:** Should reduce maintenance effort by repairing various facilities.

**General Plan Policy #** UD-4.01, UD-4.02, S-7.01

Project Cost	Six Year						
	Total	FY 2019	FY 2020	FY 2021	FY 2022	FY 2023	FY 2024
<b>Construction Costs</b>							
Land Acquisition							
Preliminary Engineering							
Construction Costs	1,500,000	250,000	250,000	250,000	250,000	250,000	250,000
<b>Total Construction</b>	1,500,000	250,000	250,000	250,000	250,000	250,000	250,000

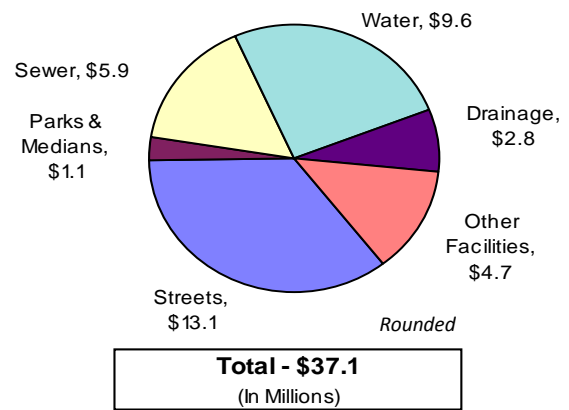
Operation & Maintenance Costs	Six Year						
	Total	FY 2019	FY 2020	FY 2021	FY 2022	FY 2023	FY 2024
Staff							
Operations							
Maintenance & Repair							
<b>Total O &amp; M Cost</b>							
<b>Total Project Cost</b>	1,500,000	250,000	250,000	250,000	250,000	250,000	250,000

Funding Source	Six Year						
	Total	FY 2019	FY 2020	FY 2021	FY 2022	FY 2023	FY 2024
General Fund	1,700,000	250,000	250,000	300,000	300,000	300,000	300,000
<b>Total Funding</b>	1,700,000	250,000	250,000	300,000	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 112 projects totaling \$37.1 million being carried forward into FY 2018-19. Carry Forward Projects include 9 Drainage projects, 21 Sewer projects, 16 Water projects, 38 Street projects, 4 Parks & Medians projects, and 24 Facilities and Other Improvement projects.

Carry Forward Projects are listed below with the total approved project budget (before any FY 2018-19 funding), the project costs to date, and the amount to be carried forward to FY 2018-19.



Description	In Dollars (\$)		
	Approved Project Budget	Project Costs to Date	FY 2018-19 Carry Forward
<b>Drainage</b>			
Via Montega/Cascadita Storm Drain M01	750,000	53,763	696,237
Trafalgar Canyon Outlet Wtr Quality Improvements	111,630	43,000	68,630
Calle Los Molinos/Calle Redondel Storm Drain Rehabilitation	500,000	164,763	335,237
M00S05 Montalvo Canyon Outlet	400,000	149,293	250,707
Calle Toledo Storm Drain Improvements	475,000	430,136	44,864
Calle De Industrias/Los Molinos Storm Drain Extension	400,000	29,821	370,179
Los Mares at Vaquero Infrastructure Protection	120,080	3,282	116,798
Montalvo Canyon Drain Study	91,276	37,808	53,468
Poche Watershed Activities	966,216	86,531	879,685
	<b>3,814,202</b>	<b>998,397</b>	<b>2,815,805</b>
<b>Sewer</b>			
Land Outfall Rectifier	150,000	4,750	145,250
Digester #1 Structural & Mechanical Rehabilitation	1,148,010	1,088,869	59,141
Primary Clarifier 4 & 5 Rehabilitation	933,115	712,872	220,243
WRP Electrical System Replacements	1,000,000	51,136	948,864
WRP Laboratory Rehabilitation	100,000	15,129	84,871
Tertiary Filter Bckwsh Improvements	400,000	3,600	396,400
Linda Lane Lift Station Stabilization	303,096	163,015	140,081
Los Molinos Lift Station Generator Replacement	260,000	49,366	210,634
WRP Gas Flare Rehabilitation	600,000	51,364	548,636
WRP Gravity Belt Thickener Replacement	350,000	96,933	253,067
WRP Odor Control Systems Replacement	1,500,000	312,800	1,187,200
WRP Security Gate	200,000	21,900	178,100
Computerized Maint & Mgmt System (CMMS)	638,005	566,494	71,511
Sewer Line Support at Trfalgar Canyon	34,444	20,169	14,275
Progressive Cavity Pump Replacement	700,000	541,665	158,335
WRP Sluice Gate Replacement	75,000	7,610	67,390
WRP Chlorinator Replacement	520,000	-	520,000
WRP Land Outfall Cathodic Protection	350,000	7,140	342,860
Vaquero Lift Station Removal	125,000	27,089	97,911
Sewer System Lining	200,000	122,495	77,505
WRP Outfall Booster PS Dist Pipe Relocation	287,500	147,443	140,057
	<b>9,874,170</b>	<b>4,011,839</b>	<b>5,862,331</b>

# Carry Forward Projects

Description	Approved Project Budget	Project Costs to Date	FY 2018-19 Carry Forward
<b>Water</b>			
Highland Lght Ductile Iron Pipeline Replacement	3,694,816	3,639,384	55,432
Well Water Aquifer Monitoring Improvement	300,000	85,617	214,383
Reata Pump Station Rehabilitation	1,599,998	94,472	1,505,526
Ave Del Pres Wtr Line Replacement	941,475	852,745	88,730
Blanco Pump Station Rehabilitation	250,000	131,139	118,861
Well Filter Plant Rehabilitation	500,000	14,640	485,360
Reservoirs 5A, 10, 12, & 14 Improvements	4,345,647	3,220,526	1,125,121
Reeves Pump Station	2,075,000	232,305	1,842,695
Recycled Wtr Expansion Phase II	300,000	30,291	269,709
Corporated Yard Structural Painting	270,000	11,054	258,946
Pico Booster Pump Station Pump Replacement	200,000	10,435	189,565
JRWSS Agency Projects	7,521,042	4,680,754	2,840,288
PRS Vault LID Replacements	100,000	18,391	81,609
Reservoir 3 Drainage Improvements	200,000	787	199,213
Schegel Reservoir Isolation Valve Replacement	100,000	2,844	97,156
Reservoir No 9 Drainage Improvement	200,000	34,185	165,815
	22,597,978	13,059,569	9,538,409
<b>Street</b>			
North El Camino Real Bike Lane	1,404,110	1,159,740	244,370
Via Pico Plaza Rehabilitation	120,000	7,140	112,860
Sth ECR - Valencia to Mendocino	1,208,000	896,370	311,630
Ave Presidio Rehab - Phase II	402,000	35,910	366,090
W Avenida Palizada Sidewalk	181,938	52,838	129,100
Camino Del Rio - Los Mares to End	1,040,000	773,122	266,878
Camino Del Rio Intersection Improvement	1,000,000	903,169	96,831
Ave Navarro - Pico to Los Molinos	310,000	23,027	286,973
Calle Los Molinos - Pico to Navaro	505,000	21,215	483,785
Sidewalk Repair & Improvements	150,000	36,234	113,766
Concordia Elementary Safe Routes to School	1,394,000	1,239,108	154,892
Shorecliffs Safe Routes to School	1,039,397	119,117	920,280
Ave Pico - Amancer to Courtyards	1,215,000	720,763	494,237
Ave Pico - Los Molinos to Pico Plaza	450,000	2,044	447,956
Camino Los Mares - Vaqero to I-5	100,000	-	100,000
Camino Los Mares - Vera Cruz to N City Limit	210,000	159,978	50,022
Camino De La Estrella - I-5 to City Limit	150,000	6,883	143,117
Camino Mira Costa - Estrella to City Limit	170,000	4,522	165,478
Camino Capistrano - ECR to Del Gado Rd	136,000	11,869	124,131
Trffc Sgnls Protected /Permissive Conversion	275,000	5,508	269,492
Ave Pico - Class I Bike/Ped Path Phase I	300,000	-	300,000
Ave Vista Hermosa/Target Inter Improv	425,000	-	425,000
Ave Palizada	156,000	120,155	35,845
Ave Presidio	800,000	543,154	256,846
Ave Vaquero - Under I-5	750,000	330,655	419,345
Sth La Esperanza	460,000	542	459,458
Via Alegre	337,000	-	337,000

# Carry Forward Projects

Description	Approved Project Budget	Project Costs to Date	FY 2018-19 Carry Forward
Via Cascadita	358,000	1,379	356,621
Via Montego	205,000	-	205,000
Camino Vera Cruz/Costa Intersection	600,000	51,998	548,002
Camino Del Rio & La Pata Extensions	650,000	331,967	318,033
Arterial Street Pavement Maintenance	700,000	314,033	385,967
Ave Vista Hermosa - Turqueza to Vera Cruz	532,000	4,596	527,404
W Ave Palizada Sidewalk Part A	330,000	171	329,829
Alley Pavement Rehabilitation	300,000	1,246	298,754
Street Improvement Projects	2,000,000	44,808	1,955,192
Alley Pavement Rehabilitation - RMRA	374,000	-	374,000
Signal Sync of Camino Vera Cruz Corridor	240,858	654	240,204
	20,978,303	7,923,915	13,054,388
<b>Parks &amp; Medians</b>			
Bonita Canyon Park Restroom	400,000	27,440	372,560
Vita Bahia Park Restroom Rehabilitation	400,000	24,791	375,209
Playground Equipment Replacements FY 2018	300,000	1,773	298,227
Camino Del Rio Trailhead Signs and Fencing	25,000	2,096	22,904
	1,125,000	56,100	1,068,900
<b>Facilities &amp; Other Improvements</b>			
Community Development Parking Lot Rehabilitation	416,000	282,347	133,653
Aquatic Center (LPVH) Swamp Cooler Replacement	135,000	14,747	120,253
Comm Dev 910 Calle Negocio HVAC Replacement	200,000	42,735	157,265
Corporate Yard Bldgs/Structures Painting	170,000	16,266	153,734
Marine Safety Building SR&U	1,000,000	139,195	860,805
800 MHZ Next Generation Radio Equipment	713,410	627,082	86,328
Pier Structural Construction	2,000,000	1,387,132	612,868
Station No 59 Diesel Fuel Tank	316,786	66,944	249,842
Aquatic Ctr (VH) Pump Removal Gantry	100,000	346	99,654
Pacific Coast Bicycle Route	164,800	3,506	161,294
Maintenance Yard Covers	675,000	55,091	619,909
Boys & Girls Club Basketball Courts Light Replacement	25,000	8,327	16,673
910 Negocio Remodel - City Hall Relocation	526,627	359,465	167,162
Street Light LED Conversions - Phase II	300,000	271,265	28,735
Traffic Signal Battery Backup Systems - Phase II	100,000	1,158	98,842
Traffic Signal Cabinet Replacement	50,000	1,501	48,499
Radar Speed Signs - La Pata & Del Rio	35,000	18,544	16,456
Pier Understory Bird Deterent	375,000	150,609	224,391
Casa Romantica Maintenance	110,710	81,263	29,447
Beach Trail Bridges Maintenance	650,000	63,836	586,164
North Beach Opportunistic Sand Replenish	626,200	582,964	43,236
Opportunistic Sand Replenishment	150,000	-	150,000
Data Cabling	125,000	106,636	18,364
San Clemente Trolley Operation	144,570	115,657	28,913
	9,109,103	4,396,616	4,712,487
<b>Total</b>	<b>67,498,756</b>	<b>30,446,436</b>	<b>37,052,320</b>



# Fiscal Policy

---

## 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.	✓	25 new Capital projects = \$13.2 million included in the FY 2018-19 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 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.	✓	FY 2017-18 State Revolving Loan Reserve = \$900,600
<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 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 2017-18 Emergency Reserves: Water \$800,000 Sewer \$620,000 Storm Drain \$202,000 Solid Waste \$30,000 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 2017-18 Accrued Leave Reserve = \$826,000
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 2017-18 Capital Equipment Reserve = \$1.3 million; FY 2017-18 Facilities Maintenance Reserve = \$5.1 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 2017-18 Depreciation Reserves (includes Other Agency): Water - \$6.0 million Sewer - \$5.8 million Storm Drain - \$1.4 million Golf \$1.3 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 2017-18 Golf Course Improvement reserve = \$840,000
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 2017-18 Park Asset Replacement Reserve = \$1.3 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 2017-18 General Liability Reserve = \$3.5 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 2017-18 Workers Compensation Reserve = \$872,000

# 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 2017-18 Fleet Replacement Reserve = \$4.7 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

---

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



---

# Appropriations Limit

---

## ***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.

---



# Appropriations Limit

## FY 2018-19 Appropriations Limit Computation

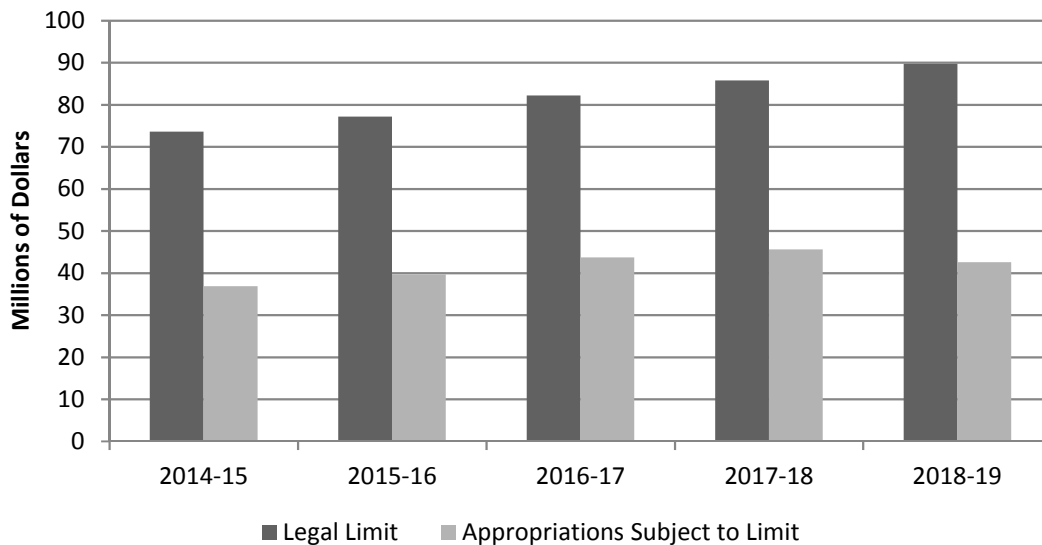
### I. FY 2017-18 Appropriations Limit:

FY 2017-18 Limit		\$ 85,787,850
Annual Adjustment Factors:		
Per Capita Personal income change	3.67%	1.0367
Population increase for County	0.82%	1.0082
Total adjustment factor (1.0382 x 1.0108)		1.04520094
FY 2018-19 Limit		89,665,541

### II. Appropriations Subject to Limit and Appropriations Margin

Proceeds of Taxes	\$ 47,089,080	
Less Exclusions:	<u>None</u>	
Appropriations Subject to Limit		<u>47,089,080</u>
Appropriations Margin		<u><u>\$ 42,576,461</u></u>

## Appropriations Limit FY 2014-15 through FY 2018-19



---

# Debt Summary

---

## **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 \$572 million.

General Obligation Bonds Outstanding June 30, 2019

None

<b>Computation of Legal Debt Margin</b> for Fiscal Year Ending June 30, 2019	
Total assessed value	\$ 15,269,877,772
Debt Limit (3.75% of total assessed value)	\$ 572,620,416

## **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. 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.

## 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, 2018	Outstanding June 30, 2019
State Revolving Fund (SRF) Loan	6/2015	\$14,494,395	\$12,658,702	\$12,036,591

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	

## 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

# Debt Summary

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 was 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 renews annually with interest payments due on June 30<sup>th</sup>.

Golf Operating Fund Debt	Date Issued	Amount Issued	Outstanding June 30 ,2018	Outstanding June 30, 2019
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 cannot be determined.

### 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 and received a letter on November 1, 2016 from the California Department of Finance approving the Agency's Last and Final ROPS. The 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 revised and annual repayments are being made from Redevelopment Property Tax Trust Fund (RPTTF) amounts. Repayments on the loan are listed in a table below.

RDA Debt	Date Issued	Amount Issued	Outstanding June 30, 2018	Outstanding June 30, 2019
Loan from General Fund	7/2002	\$3,420,690	\$2,214,468	\$1,933,563

### 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, 2018	Outstanding June 30, 2019
Re-Assessment District 2016-1 Improvement & Sewer Refinancing	7/2017	\$ 9,615,000	\$ 8,925,000	\$ 8,195,000
Underground Utility District 99-1 (Undergrounding)	9/1999	\$ 1,150,000	\$ 90,000	\$ 45,000
Community Facilities District 99-1 (Plaza Pacifica)	8/2011	\$ 5,005,000	\$ 3,275,000	\$ 3,045,000
Community Facilities District 2006-1 (Marblehead Coastal)	1/2016	\$ 55,490,000	\$ 54,635,000	\$ 54,420,000

# 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, Streets, Beaches and Parks) and their related infrastructure.

**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 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	2016-17 Actual	2017-18 Projected	2018-19 Budget
<b><u>City Clerk</u></b>			
<b>Workload Outputs:</b>			
Number of Regular City Council minutes prepared within 21 days of meeting	21	21	22
Number of Regular City Council Agendas/Packets posted 7 days prior to meeting	21	21	22
Number of formal public records requests	424	500	550
Number of contracts released within 7 working days of receipt of completed contract and securities	162	90	100
Number of Council-adopted resolutions processed within 7 working days of adoption	48	42	50
Number of Council-adopted ordinances processed within 7 working days of adoption	125	20	50
<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%
Percent of contracts released within 7 working days of receipt of completed contract and securities	100.0%	100.0%	100.0%
Percent of Council adopted resolutions processed within 7 working days of adoption.	100.0%	100.0%	100.0%
Percent of Council adopted ordinances processed within 7 working days of adoption.	100.0%	100.0%	100.0%

# Performance Measures

## Finance & Administrative Services

Performance Measures	2016-17 Actual	2017-18 Projected	2018-19 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	1.13%	1.60%	1.75%
<b>Effectiveness:</b>			
Percent of actual General Fund revenues to projections*	101.8%	98.0%	98.0%
Percentage of City operating funds in balance*	96.0%	98.0%	98.0%
Percentage of adopted fiscal policies in compliance*	89.4%	95.0%	95.0%
* Annual measurement.			
<b><u>Finance Division</u></b>			
<b>Workload Outputs:</b>			
Number of accounting transactions processed	30,310	30,000	29,500
Number of utility bills generated per year	222,098	224,616	225,000
Number of business licenses issued	5,541	5,750	5,750
<b>Efficiency:</b>			
Average cost to process accounting transactions	\$29.06	\$27.98	\$28.00
Average cost to generate a utility bill	\$3.55	\$3.66	\$4.06
Average cost to generate a business license	\$34.84	\$43.19	\$43.56
<b>Effectiveness:</b>			
Percentage accuracy of financial transactions within established accuracy rates	100.0%	100.0%	100.0%
Percentage of receivables written off	0.50%	0.18%	0.30%
Percentage of receivables over 60 days old	27.1%	36.3%	28.0%



# Performance Measures

## Finance & Administrative Services

Performance Measures	2016-17 Actual	2017-18 Projected	2018-19 Budget
<b><u>Human Resources</u></b>			
<b>Workload Outputs:</b>			
Number of recruitments	44	35	30
Number of employees hired	23	30	30
Number of open Workers' Compensation claims	30	30	25
<b>Efficiency:</b>			
Percentage of recruitments opened within 2 workdays of being approved	100%	90.0%	95.0%
Percentage of employees scheduled for pre-employment orientation within 2 work days of receipt of PA by Human Resources office	100%	100.0%	95.0%
<b>Effectiveness:</b>			
Percentage of employees on Workers' Compensation whose initial paperwork is processed within 1 work day	84.2%	85.0%	90.0%
<b><u>Information Technology</u></b>			
<b>Workload Outputs:</b>			
Number of workstation computers administered	278	281	285
Number of IT Help Desk service requests closed	2,149	2,000	2,100
Number of server computers administered (virtual (35), physical (18), and other (14))	66	65	66
<b>Efficiency:</b>			
Percentage of requests for computer services initial response provided within 1 business hour	72.8%	89.0%	95.0%
Percent of requests for computer services resolved within SLA Estimated Resolution Timeframe	92.5%	96.0%	99.0%

# Performance Measures

## Finance & Administrative Services

<b>Performance Measures</b>	<b>2016-17 Actual</b>	<b>2017-18 Projected</b>	<b>2018-19 Budget</b>
<b><u>Contract Fleet Maintenance</u></b>			
<b>Workload Outputs:</b>			
Total number of vehicles maintained	154	154	154
Number of work orders completed	528	600	600
Number of preventative maintenance services completed	204	204	210
Number of repeat work orders needed	2	4	6
<b>Effectiveness:</b>			
Percentage of fleet available per month	99.3%	99.1%	98.0%
Percentage of reworks relative to total work orders	0.3%	0.7%	1.0%
Percentage of preventative maintenance services completed within 1 day	100.0%	99.0%	99.0%

# Performance Measures

## Public Safety

Performance Measures	2016-17 Actual	2017-18 Projected	2018-19 Budget
<b><u>Contract Police Services</u></b>			
<b>Workload Outputs:</b>			
Number of total calls for service	31,632	32,539	33,000
Number of emergency calls received (Priority 1)	229	396	400
Number of traffic collision reports	321	410	425
Number of Part 1 crimes committed per 1,000 population	13.47	1.18	2.60
<b>Efficiency:</b>			
Average response time from dispatch to on-scene emergency calls	4:27	4:35	5:01
# of use of force	32	51	53
# of arrests	1,298	1,300	1,323
# of parking violations	7,735	13,200	13,350
# of moving violations	1,611	1,675	1,703
# of Part 1 Crimes	673	813	863
# of Part 2 Crimes	1,529	1,601	1,700
<b>Effectiveness:</b>			
Percentage of emergency calls responded to in 5 minutes or less	53.1%	62.1%	62.2%
Percentage change in Part I crimes from prior year to current year	1.7%	5.0%	6.0%
<b><u>Contract Fire Services</u></b>			
<b>Workload Outputs:</b>			
Number of emergency calls	4,544	5,200	5,300
Number of new construction fire inspections performed	497	920	700
Number of fire inspections performed	835	700	760
Number of fire plan checks completed	233	675	450
<b>Efficiency:</b>			
Average response time for emergency calls	6:29	7:20	7:16
<b>Effectiveness:</b>			
Percentage of calls with response time within 7 minutes	75.8%	70.0%	66.0%
Percentage of technical on-site inspections scheduled within 72 hours	84.3%	90.0%	90.0%
Percentage of all plan checks completed within adopted turn around time goals based on plan types	91.5%	80.0%	85.0%
Percentage of 5 day turn around plan checks completed within goal	98.0%	93.0%	94.0%
Percentage of 10 day turn around plan checks completed within goal	87.5%	69.0%	77.0%

# Performance Measures

## Public Safety

Performance Measures	2016-17 Actual	2017-18 Projected	2018-19 Budget
<b><u>Marine Safety</u></b>			
<b>Workload Outputs:</b>			
Number of beach visitors (estimate)	2,288,600	2,334,150	2,310,000
Number of swimmer rescues	1,698	1,597	1,645
Number of preventative actions via public education/warnings	23,369	22,870	23,120
Number of people reached through public education programs	52,693	53,970	53,330
Number of drownings with lifeguards on duty	0	0	0
<b>Efficiency:</b>			
Visitors per lifeguard (8 hour shift)	688	735	710
<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*	80.0%	80.0%	70.0%
* Annual measurement			

# Performance Measures

## Community Development

Performance Measures	2016-17 Actual	2017-18 Projected	2018-19 Budget
<b><u>Building</u></b>			
<b>Workload Outputs:</b>			
Number of building permits issued	3,960	4,000	4,000
Number of Plan Reviews performed	3,276	3,400	3,400
Number of building inspections completed	14,929	16,000	16,000
Number of customers served at Building counter	5,515	5,750	5,750
<b>Efficiency:</b>			
Number of Plan Reviews performed per Plan Check staff	1,092	1,150	1,150
Number of inspections conducted per inspector	3,732	4,000	4,000
Number of customers served per Permit Tech	2,066	2,150	2,150
<b>Effectiveness:</b>			
Percentage of new projects first review completed within 15 work days	85.0%	84.0%	95.0%
Percentage plan review rechecks reviewed within 10 work days	90.0%	91.0%	95.0%
Percentage response to the public at the counter in 10 minutes	77.0%	76.0%	80.0%
<b><u>Planning</u></b>			
<b>Workload Outputs:</b>			
Number of discretionary applications	124	175	150
Number of new administrative applications	308	350	350
Number of zoning plan check reviews	2,334	2,500	2,500
Number of staff presentations (CC, PC, ZA, DRSC, PC SS)	183	165	175
Number of Special Projects (GP IM's/ZO updates, etc.) initiated	77	20	50
Number of people assisted at counter/over phone	8,863	9,500	9,000
Number of outreach meetings attended (Business Liaison, Housing/Social Services, etc.)	19	10	20
Number of Historic Preservation-related applications	13	40	50
Number of Quality Assurance staff hours	88	75	100
<b>Efficiency:</b>			
Number of people assisted at counter/phone	581.0	325.0	300.0
Number of Plan checks completed/FTE/Quarter	151.6	100.0	50.0
Number of applications completed/FTE/Quarter	4.3	3.0	5.0
Percentage of FTE's time funded by Developer Deposit and fixed fees	2.3%	10.0%	15.0%

# Performance Measures

## Community Development

Performance Measures	2016-17 Actual	2017-18 Projected	2018-19 Budget
<b><u>Planning (continued)</u></b>			
<b>Effectiveness:</b>			
Percentage of HPPA properties maintained in compliance	86.0%	80.0%	85.0%
Percentage of Council-directed GP IM's implemented	72.4%	75.0%	85.0%
Percentage of plan reviews completed within deadline	88.9%	90.0%	90.0%
Percent of discretionary applications completed within deadline	75.0%	85.0%	90.0%
Percent of calls returned within one business day	85.9%	85.0%	92.0%
Percent of counter served within 10 minutes	62.0%	65.0%	70.0%
Percent of counter served within 20 minutes	86.4%	90.0%	90.0%
<b><u>Code Compliance</u></b>			
<b>Workload Outputs:</b>			
Number of new cases	1,391	1,422	1,422
Number of complaints processed	2,576	2,600	2,600
Number of cases closed	1,331	1,387	1,387
Number of case actions	11,700	12,683	12,683
Number of weekend inspections conducted	42	2,222	2,222
Number of sessions for certification/training	152	210	210
<b>Efficiency:</b>			
Number of cases per officer	355	347	347
Number of cases closed per officer	333	350	350
Number of site visits per day per officer	3	10	15
Number of actions per officer	2,796	3,144	3,144
Number of weekend inspections conducted per officer	42	2,222	2,222
<b>Effectiveness:</b>			
Percentage of cases acknowledged within 2 days	42.5%	33.0%	50.0%
Percentage of cases resolved within 10 work days	35.7%	23.0%	60.0%
Percentage of cases resolved within 30 days	62.0%	49.0%	75.0%

# Performance Measures

## Community Development

<b>Performance Measures</b>	<b>2016-17 Actual</b>	<b>2017-18 Projected</b>	<b>2018-19 Budget</b>
<b><u>Economic Development/Housing Administration</u></b>			
<b>Workload Outputs:</b>			
Number of Home Rehab loans provided to property owners	2	3	4
Number of businesses receiving commercial facade grants	1	2	7
Number of non-profits receiving Social Program grants	12	12	12
<b>Effectiveness:</b>			
Percentage of Home Rehab & commercial grants expended	75.0%	100.0%	100.0%
Percentage General Fund social program grants expended	26.0%	100.0%	100.0%

# Performance Measures

## Public Works

Performance Measures	2016-17 Actual	2017-18 Projected	2018-19 Budget
<b>Engineering</b>			
<b>Workload Outputs:</b>			
Number of permits issued	437	400	400
Number of inspection stops conducted	2,486	2,500	2,500
Number of projects submitted for 1st plan check	60	60	60
Number of projects submitted for additional plan checks	131	140	140
Number of research projects conducted	608	650	600
Number of miles of streets designed	4.72	6.20	10.00
Number of miles of streets rehabilitated	3.48	10.00	10.00
Number of citizen traffic complaints received	270	200	200
<b>Efficiency:</b>			
Time spent per first plan review (average hours)	6.41	6.00	6.00
Time spent per additional plan review (average hours)	5.04	5.00	5.00
Time spent per research project	0.69	0.90	1.00
Percent of response to citizen complaints within 45 days	87.8%	80.0%	80.0%
<b>Effectiveness:</b>			
Percent of project reviews completed in 15 days (1st plan check)	71.8%	85.0%	85.0%
Percent of project reviews completed in 10 days (add'l plan check)	84.3%	85.0%	90.0%
Percent of research projects completed in 10 days	92.4%	90.0%	90.0%
Percent of projected street design completed	76.1%	100.0%	85.0%
Percent of projected street miles rehabilitated	56.1%	100.0%	85.0%
Percent of traffic complaints resolved	87.5%	80.0%	80.0%



# Performance Measures

## Public Works

Performance Measures	2016-17 Actual	2017-18 Projected	2018-19 Budget
<b><u>Maintenance</u></b>			
<b>Workload Outputs:</b>			
Number of potholes repaired	20	20	20
Number of signs repaired or replaced	1,004	1,300	1,200
Number of work orders received/completed by Facilities	1,590	1,500	1,500
Number of street light/traffic signal repairs	1,315	1,250	1,250
Number of USA responses (Underground Service Alerts)	432	300	300
Trim 2,500 trees annually to ensure a 8 year cycle	3,186	3,000	3,000
Number of graffiti cases	471	475	500
<b>Efficiency:</b>			
Average sq. ft. of pothole repairs provided per day of service	157.1	150.0	150.0
Average # of signs maintained per hour of service provided	1.7	1.5	1.5
Average # of facilities maintenance work orders completed per day of service	7.2	6.0	6.0
Average # of USA completed per day of service	2.0	2.0	5.0
Average number of streetlight/traffic signal repairs per day	5.9	5.0	5.0
Cost of graffiti removal per case	\$65	\$85	\$85
<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	124.3%	100.0%	115.0%
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	95.3%	95.0%	95.0%
Percentage of street light / traffic signal service Requests completed within 3 working days	88.0%	85.0%	85.0%
Percentage of USA service requests completed within 3 working days	100.0%	100.0%	100.0%
Percent of graffiti cases closed within 6 hours	58.5%	65.0%	65.0%

# Performance Measures

## Utilities

Performance Measures	2016-17 Actual	2017-18 Projected	2018-19 Budget
<b><u>Water/Sewer/Storm Drain</u></b>			
<b>Workload Outputs:</b>			
Acre Feet of Potable water delivered	7,140	7,400	6,850
Customer Service requests completed	4,856	5,130	5,000
Millions of gallons of Wastewater processed	3.07	3.50	3.70
Acre feet of Recycled water delivered	1,328	1,475	1,400
# of miles of leak detection on potable water pipeline	210	90	90
# of Fire Hydrants serviced per year	348	120	225
# of valves exercised per year	1,513	1,500	1,700
# of miles of Sewer lines cleaned	98	98	100
# of miles of Storm Drain lines cleaned	0.1	4.4	3.0
# of Storm Drain catch basins inspected	1,689	1,272	1,400
# of Storm Drain catch basins cleaned	327	216	250
# of miles of Sewer lines inspected by video	39	29.0	30.0
# of miles of Storm Drain lines inspected by video	6.4	8.7	10.0
<b>Efficiency:</b>			
Water loss audit data validity score (annual)	67	73	74
Preventive maintenance procedures completed	3,041	9,600	7,000
Percentage of Sewer collection system cleaned annually	89.1%	54.0%	61.7%
Percentage of Storm Drain pipelines cleaned annually	0.1%	7.4%	3.8%
Percentage of catch basins inspected annually	113.3%	88.6%	93.8%
Percentage of catch basins cleaned annually	21.9%	11.4%	16.8%
<b>Effectiveness:</b>			
Water Distribution system integrity - number of water service leaks & main breaks per 100 miles of pipe	16.0	15.0	12.5

# Performance Measures

## Utilities

Performance Measures	2016-17 Actual	2017-18 Projected	2018-19 Budget
<b><u>Clean Ocean</u></b>			
<b>Workload Outputs:</b>			
Number of facilities inspected for storm water compliance	470	600	750
Number of water quality enforcement actions issued	71	50	75
Number of local outreach impressions per year	3,684,502	1,000,000	1,000,000
<b>Efficiency:</b>			
Number of facility inspections per FTE	470	300	375
Number of water quality enforcement actions issued per FTE (FY2017-(1); FY18 -(2))	71	25	38
Number of public outreach "impressions" per capita	57	15	50
<i>** "impressions" refers to the estimated number views of educational materials</i>			
<b><u>Solid Waste</u></b>			
<b>Workload Outputs:</b>			
Number of residents participating in the Household Hazardous Waste (HHW) Program	1,899	2,000	2,000
Number of Waste Management Plans approved	596	475	450
Number of Public Outreach impressions	948,323	1,000,000	500,000
Number of trash barrel placement violations	1,779	1,800	1,800
Tons of Solid Waste diverted from landfill	42,809	40,000	40,000
<b>Efficiency:</b>			
Total % of participation for residential HHW pick-ups (19,000 households)	9.9%	10.5%	10.5%
Total number of Waste Management Plans approved per quarter within 24 hours	596	475	450
Total number of trash barrel placement violations resolved within 7 days	1,779	1,800	1,800
<b>Effectiveness:</b>			
Cost of Public Outreach impressions	\$0.03	\$0.03	\$0.03
Solid Waste program cost per ton diverted	\$3.32	\$3.00	\$3.33
<i>* Solid Waste performance measures are based on waste diversion controlled by CR&amp;R</i>			

# Performance Measures

## Beaches, Parks & Recreation

Performance Measures	2016-17 Actual	2017-18 Projected	2018-19 Budget
<b>Recreation</b>			
<b>Workload Outputs:</b>			
Number of recreation registrations	22,944	25,238	25,250
Number of attendees at aquatics centers	72,728	76,364	76,500
Number of classes offered	3,543	3,897	3,900
Number of facility bookings	7,493	7,000	7,000
Number of beach, ballfield, and park bookings	6,186	6,278	6,280
Number of partnered community events	48	51	53
Number of attendees at special events	151,447	157,505	160,000
<b>Efficiency:</b>			
Percent of registrations taken on-line	50.6%	51.0%	51.0%
Percentage of total expenditures recovered by revenues	68.1%	68.0%	68.0%
<b>Effectiveness:</b>			
Average number of facility bookings per day	20.6	21.0	21.5
Average number of beach, ballfield, and park bookings per day	16.9	16.5	17.0
Average attendance per class	8.3	8.0	8.0

# Performance Measures

## Beaches, Parks & Recreation

Performance Measures	2016-17 Actual	2017-18 Projected	2018-19 Budget
<b><u>Golf Operating</u></b>			
<b>Workload Outputs:</b>			
Number of golf rounds played - projected	77,974	82,000	80,000
Number of golf course acres maintained	133	133	133
Total revenue generated by the Golf Course	\$2,127,220	\$2,257,000	\$2,207,000
<b>Efficiency:</b>			
Course utilization (rounds played/available tee times*)	84.5%	86.0%	86.0%
Cost per round	\$26.99	\$26.91	\$27.33
Percentage cost of recovery	108.3%	102.0%	101.0%
<b>Effectiveness:</b>			
Number of complaints per 1,000 rounds	0.9	1.0	1.0
Maintenance quality of golf course retained at a level B May through October	100.0%	100.0%	100.0%
Maintenance quality of golf course retained at a level C November through April	100.0%	100.0%	100.0%

---

# Staffing

---

## **FY 2018-19 Staffing Changes:**

Requests for position changes, new positions, and reclassifications are normally considered during the budgetary process. The following staffing changes for FY 2018-19 will allow departments to address evolving staffing needs to most effectively and efficiently provide City services.

(Note: FTE = Full-Time Equivalent)

### **City Manager**

- Eliminate one Public Information Officer (.68 FTE) position
- Add one Management Analyst I (1.0 FTE) position

### **Finance and Administrative Services**

- Extend the Limited Term Revenue Analyst (1.0 FTE) position for a period not to exceed the first quarter of the FY 2018-19 to close out current projects and transition any remaining items to staff
- Eliminate the Senior Information Systems Specialist (1.0 FTE) position; add one Information Technology Analyst I (1.0 FTE) position
- Eliminate one Information Technology Analyst II (1.0 FTE) position; add one Information Technology Analyst I (1.0 FTE) position
- Eliminate one Utility Billing Specialist I (1.0 FTE) position; add one Utility Billing Specialist II (1.0 FTE) position

### **Planning**

- Eliminate the five Associate Planner (5.0 FTE) positions; add four Associate Planner I (4.0 FTE) positions and one Associate Planner II (1.0 FTE) position

### **Public Works**

- Eliminate an Electrician II (1.0 FTE) position; add a Senior Electrician (1.0 FTE) position
- Eliminate the Maintenance Contract Inspector (1.0 FTE) position; add an Electrician I (1.0 FTE) position

### **Utilities**

- Eliminate the Customer Service Representative (1.0 FTE) position; add one Distribution Operator II (1.0 FTE) position
- Eliminate the Laboratory Technician II (1.0 FTE) position; add a Plant Operator III (1.0 FTE) position

---

# Staffing

---

## FY 2018-19 Staffing Changes

---

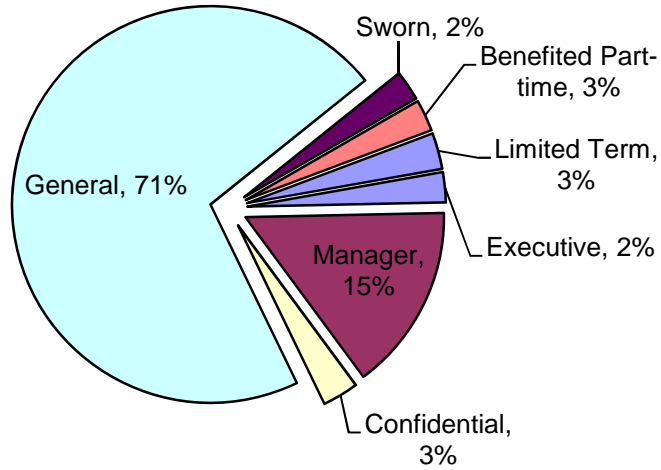
<u>Department</u>	<u>Change</u>
<b>City Manager</b>	
Public Information Officer	-0.68
Management Analyst I	1.00
<b>Finance &amp; Administrative Services</b>	
Senior Information Systems Specialist	-1.00
Information Technology Analyst II	-1.00
Information Technology Analyst I	2.00
Utility Billing Specialist I	-1.00
Utility Billing Specialist II	1.00
<b>Planning</b>	
Associate Planner	-5.00
Associate Planner I	4.00
Associate Planner II	1.00
<b>Public Works</b>	
Maintenance Contract Inspector	-1.00
Electrician I	1.00
Electrician II	-1.00
Senior Electrician	1.00
<b>Utilities</b>	
Customer Service Representative	-1.00
Distribution Operator II	1.00
Laboratory Technician II	-1.00
Plant Operator III	1.00
<b>Subtotal FY 2018-19 Changes</b>	<b>0.32</b>

---

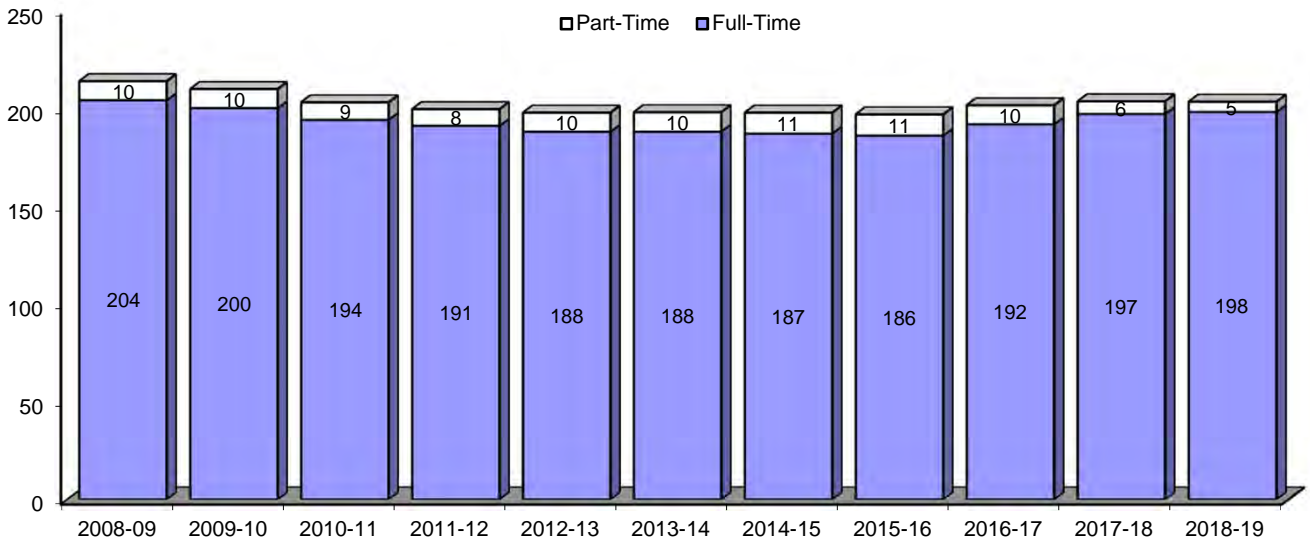
# Staffing

---

### Workforce by Category



### Historical FTE Comparison





# Staffing Chart

	Status	FY 2014-15	FY 2015-16	FY 2016-17	FY 2017-18	FY 2018-19
<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
Management Analyst I	C	0.00	0.00	0.00	0.00	1.00
Public Information Officer (PT)	PT	0.68	0.68	0.68	0.68	0.00
Total Full Time		2.00	2.00	2.00	2.00	3.00
Total Part Time		0.68	0.68	0.68	0.68	0.00
<b>Total City Manager</b>		<b>2.68</b>	<b>2.68</b>	<b>2.68</b>	<b>2.68</b>	<b>3.00</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	0.25	0.25	0.25
Total Part Time		0.00	0.00	0.25	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>2.25</b>	<b>2.25</b>	<b>2.25</b>
<b>City Clerk</b>						
City Clerk/Executive Analyst	E	1.00	0.00	0.00	0.00	0.00
Legislative Administrator	M	0.00	1.00	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	1.00	1.00	1.00
Sr. Office Specialist	G	1.00	1.00	0.00	0.00	0.00
Office Specialist I (PT)	PT	0.50	0.50	0.25	0.25	0.25
Total Full Time		4.00	4.00	4.00	4.00	4.00
Total Part Time		0.50	0.50	0.25	0.25	0.25
<b>Total City Clerk</b>		<b>4.50</b>	<b>4.50</b>	<b>4.25</b>	<b>4.25</b>	<b>4.25</b>
<b>Financial Services</b>						
Deputy Administrative Services Director	M	0.00	0.00	1.00	1.00	1.00
Finance Manager	M	1.00	1.00	0.00	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	0.00	0.00	0.00	0.00
Payroll Coordinator	C	0.00	1.00	1.00	1.00	1.00
Senior Accounting Specialist	G	0.00	1.00	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	0.00	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	1.00	1.00	1.00
Revenue Supervisor	G	0.00	0.00	1.00	1.00	1.00
Utility Billing Coordinator	G	1.00	1.00	0.00	0.00	0.00
Utility Billing Specialist II	G	2.11	2.11	2.11	2.11	3.11
Utility Billing Specialist I	G	1.00	1.00	1.00	1.00	0.00
Business Relations Officer	G	1.00	0.00	0.00	0.00	0.00
Revenue Analyst	L	0.00	0.00	1.00	1.00	1.00
Business License Specialist (PT)	PT	0.75	0.75	0.00	0.00	0.00
Total Part Time		0.75	0.75	0.00	0.00	0.00
Total Full Time		6.61	5.61	7.61	7.61	7.61
<b>Total Business Services</b>		<b>7.36</b>	<b>6.36</b>	<b>7.61</b>	<b>7.61</b>	<b>7.61</b>

# Staffing Chart

	Status	FY 2014-15	FY 2015-16	FY 2016-17	FY 2017-18	FY 2018-19
<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	0.00	0.00	0.00	0.00
Risk Management/Human Resources Officer	M	0.00	0.00	0.75	0.75	0.75
Sr. Risk Management Coordinator	C	0.00	1.00	0.00	0.00	0.00
Total Full Time		1.00	1.00	0.75	0.75	0.75
<b>Total General Liability</b>		<b>1.00</b>	<b>1.00</b>	<b>0.75</b>	<b>0.75</b>	<b>0.75</b>
<b>Information Technology</b>						
Information Systems Manager	M	1.00	0.00	0.00	0.00	0.00
Information Technology Manager	M	0.00	1.00	1.00	1.00	1.00
Sr. Information Technology Specialist	M	0.00	1.00	1.00	1.00	0.00
Information Systems Analyst	C	1.00	0.00	0.00	0.00	0.00
Information Systems Specialist	G	2.00	0.00	0.00	0.00	0.00
Information Technology Analyst I	G	0.00	0.00	0.00	0.00	2.00
Information Technology Analyst II	G	0.00	2.00	2.00	2.00	1.00
GIS Coordinator	G	1.00	1.00	1.00	1.00	1.00
Systems Applications Analyst	G	0.00	0.00	1.00	1.00	1.00
Total Full Time		5.00	5.00	6.00	6.00	6.00
<b>Total Information Technology</b>		<b>5.00</b>	<b>5.00</b>	<b>6.00</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	0.25	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	0.00	0.00	0.00	0.00
Human Resources Specialist	C	0.00	1.00	1.00	1.00	1.00
Office Specialist I (PT)	PT	0.00	0.00	0.25	0.25	0.25
Total Full Time		3.00	3.00	3.25	3.25	3.25
Total Part Time		0.00	0.00	0.25	0.25	0.25
<b>Total Human Resources</b>		<b>3.00</b>	<b>3.00</b>	<b>3.50</b>	<b>3.50</b>	<b>3.50</b>
<b>Engineering</b>						
Assistant City Engineer	M	2.00	0.00	0.00	0.00	0.00
Deputy Public Works Director	M	0.00	2.00	2.00	0.00	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	2.00	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	1.00	1.00	1.00
Principal Civil Engineer	M	1.00	1.00	0.00	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	0.00
Office Specialist II	G	0.60	0.60	0.60	0.60	0.00
Park Planner	G	0.00	1.00	1.00	0.00	0.00
Technical Applications Specialist	G	0.25	0.25	0.00	0.00	0.00
Office Specialist II (PT)	PT	0.50	0.50	0.50	0.50	0.00
Total Full Time		19.85	20.85	20.60	18.60	17.00
Total Part Time		0.50	0.50	0.50	0.50	0.00
<b>Total Engineering</b>		<b>20.35</b>	<b>21.35</b>	<b>21.10</b>	<b>19.10</b>	<b>17.00</b>

# Staffing Chart

	Status	FY 2014-15	FY 2015-16	FY 2016-17	FY 2017-18	FY 2018-19
<b>Building</b>						
Deputy Community Development Director	M	0.00	0.00	1.00	1.00	1.00
Building Official	M	1.00	1.00	0.00	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	2.00	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	2.00	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	0.00	0.00	0.00
Community Development Specialist	G	1.00	1.00	1.00	0.00	0.00
Customer Service Specialist II	G	1.00	0.00	0.00	0.00	0.00
Permit Technician (PT)	PT	0.75	0.75	0.75	0.75	0.75
Total Full Time		13.25	12.25	12.00	12.00	12.00
Total Part Time		0.75	0.75	0.75	0.75	0.75
<b>Total Building</b>		<b>14.00</b>	<b>13.00</b>	<b>12.75</b>	<b>12.75</b>	<b>12.75</b>
<b>Code Compliance</b>						
Code Compliance Manager	M	0.00	0.00	0.00	1.00	1.00
Code Compliance Supervisor	G	1.00	1.00	1.00	0.00	0.00
Senior Code Compliance Officer	G	1.00	0.00	0.00	1.00	1.00
Code Compliance Officer	G	2.00	1.00	1.00	1.00	1.00
Code Compliance Officer	L	0.00	1.00	0.00	0.00	0.00
Senior Code Compliance Officer	L	0.00	0.00	1.00	0.00	0.00
Code Compliance Technician	G	0.00	0.00	0.00	2.00	2.00
Code Compliance Technician	L	0.00	1.00	1.00	0.00	0.00
Office Specialist II	G	0.00	0.00	1.00	1.00	1.00
Office Specialist II (PT)	PT	0.75	0.90	0.00	0.00	0.00
Total Full Time		4.00	4.00	5.00	6.00	6.00
Total Part Time		0.75	0.90	0.00	0.00	0.00
<b>Total Code Compliance</b>		<b>4.75</b>	<b>4.90</b>	<b>5.00</b>	<b>6.00</b>	<b>6.00</b>
<b>Planning</b>						
City Planner	M	1.00	1.00	1.00	1.00	1.00
Senior Planner	M	0.00	1.00	1.00	2.00	2.00
Associate Planner	G	6.00	5.00	5.00	5.00	0.00
Associate Planner I	G	0.00	0.00	0.00	0.00	4.00
Associate Planner II	G	0.00	0.00	0.00	0.00	1.00
Housing Programs Planner	G	1.00	0.00	0.00	0.00	0.00
Community Outreach Coordinator	G	0.00	1.00	0.75	0.00	0.00
Community Development Technician I	G	0.00	0.00	0.00	1.00	1.00
Administrative Assistant	G	1.00	1.00	0.00	0.00	0.00
Office Specialist I	G	0.00	0.00	1.00	1.00	1.00
Office Specialist II	G	1.00	1.00	0.00	0.00	0.00
Technical Applications Specialist	G	0.25	0.25	0.00	0.00	0.00
Total Full Time		10.25	10.25	8.75	10.00	10.00
<b>Total Planning</b>		<b>10.25</b>	<b>10.25</b>	<b>8.75</b>	<b>10.00</b>	<b>10.00</b>

# Staffing Chart

	Status	FY 2014-15	FY 2015-16	FY 2016-17	FY 2017-18	FY 2018-19
<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	1.00	1.00	1.00
Administrative Assistant	G	0.50	0.50	1.00	1.00	1.00
Technical Applications Specialist	G	0.25	0.25	0.00	0.00	0.00
Customer Service Specialist II	G	0.00	1.00	1.00	1.00	1.00
Total Full Time		1.75	2.75	4.00	4.00	4.00
<b>Total CD Administration</b>		<b>1.75</b>	<b>2.75</b>	<b>4.00</b>	<b>4.00</b>	<b>4.00</b>
<b>Water</b>						
Utilities Director	E	0.00	0.00	0.00	0.50	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	0.75	0.75
Utilities Operations Supervisor	M	1.45	1.45	1.45	0.45	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	2.00	2.00	2.00	2.00
System Operations/Water Quality Coordinator	G	0.00	1.00	1.00	1.00	1.00
Chief Operator	G	1.20	1.20	1.20	1.20	1.20
Plant Operator III	G	0.65	0.65	0.65	0.65	0.95
Plant Operator II	G	1.00	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	1.25	1.25
Utilities Mechanic I	G	0.85	0.85	0.85	0.00	0.00
Utilities Mechanic OIT	G	0.45	0.00	0.00	0.00	0.00
Utilities Mechanic In-Training	G	0.00	0.45	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	0.00
Distribution/Collection Systems Operator I	G	1.00	1.00	1.00	0.00	0.00
Distribution Operator II	G	7.00	7.00	7.00	8.00	9.00
SCADA Technician	G	0.50	0.00	0.00	0.00	0.00
SCADA Specialist	G	0.00	0.50	0.50	0.50	0.50
Senior Management Analyst	G	0.50	0.00	0.00	0.00	0.00
CMMS Coordinator	G	0.00	0.00	0.32	0.32	0.32
Lucity CMMS Administrator	G	0.00	0.32	0.00	0.00	0.00
Management Analyst II	G	0.50	0.00	0.50	0.50	0.50
Utility Support/Budget Coordinator	G	0.00	0.50	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	1.00	1.00	1.00	1.00
Laboratory Coordinator	G	0.00	0.00	0.30	0.30	0.30
Laboratory Supervisor	G	0.30	0.30	0.00	0.00	0.00
Laboratory Technician II	G	0.30	0.30	0.30	0.30	0.00
Total Full Time		25.00	25.82	26.32	26.57	26.57
<b>Total Water</b>		<b>25.00</b>	<b>25.82</b>	<b>26.32</b>	<b>26.57</b>	<b>26.57</b>

# Staffing Chart

	Status	FY 2014-15	FY 2015-16	FY 2016-17	FY 2017-18	FY 2018-19
<b>Sewer</b>						
Utilities Director	E	0.00	0.00	0.00	0.50	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	0.20	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	4.15	4.15	4.15	4.15	4.85
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	1.60	1.60
Utilities Mechanic I	G	1.15	1.15	1.15	0.00	0.00
Utilities Chief Mechanic	G	0.60	0.60	0.60	0.60	0.60
Utilities Mechanic OIT	G	0.55	0.00	0.00	0.00	0.00
Utilities Mechanic In-Training	G	0.00	0.55	0.55	0.55	0.55
Distribution/Collection Systems Operator I	G	2.10	2.10	3.10	0.00	0.00
Collection Systems Operator II	G	0.50	0.50	0.50	3.60	3.60
Laboratory Technician II	G	0.70	0.70	0.70	0.70	0.00
SCADA Technician	G	0.50	0.00	0.00	0.00	0.00
SCADA Specialist	G	0.00	0.50	0.50	0.50	0.50
Management Analyst II	G	0.50	0.00	0.50	0.50	0.50
Utility Support/Budget Support	G	0.00	0.50	0.50	0.50	0.50
Senior Management Analyst	G	0.50	0.00	0.00	0.00	0.00
CMMS Coordinator	G	0.00	0.00	0.34	0.34	0.34
Lucy CMMS Administrator	G	0.00	0.34	0.00	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	0.70	0.70	0.70
Laboratory Supervisor	G	0.70	0.70	0.00	0.00	0.00
Total Full Time		19.05	18.89	20.39	21.09	21.09
<b>Total Sewer</b>		<b>19.05</b>	<b>18.89</b>	<b>20.39</b>	<b>21.09</b>	<b>21.09</b>
<b>Environmental Services Operating</b>						
Water Quality Code Compliance Officer	G	2.00	2.00	2.00	1.00	1.00
Water Quality Code Compliance Officer	L	0.00	0.00	0.00	1.00	1.00
Environmental Programs Supervisor	M	0.00	0.00	1.00	1.00	1.00
Sr. Management Analyst	M	1.00	1.00	0.00	0.00	0.00
Office Specialist II	G	0.40	0.40	0.40	0.40	0.00
Total Full Time		3.40	3.40	3.40	3.40	3.00
<b>Total Environmental Services Operating</b>		<b>3.40</b>	<b>3.40</b>	<b>3.40</b>	<b>3.40</b>	<b>3.00</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	0.05	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	0.04	0.04	0.04
Lucy CMMS Administrator	G	0.00	0.04	0.00	0.00	0.00
Plant Operator III	G	0.20	0.20	0.20	0.20	0.20
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 2014-15	FY 2015-16	FY 2016-17	FY 2017-18	FY 2018-19
Distribution/Collection System Operator I	G	0.90	0.90	0.90	0.00	0.00
Collection Systems Operator II	G	0.50	0.50	0.50	1.40	1.40
Total Full Time		2.95	2.99	2.99	3.04	3.04
<b>Total Storm Drain Utility</b>		<b>2.95</b>	<b>2.99</b>	<b>2.99</b>	<b>3.04</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	0.00	0.00	0.00	0.00
Emergency Planning Coordinator	L	0.00	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	0.00	0.00	1.00
Office Specialist II	G	0.00	0.00	0.00	0.00	1.00
Office Specialist II (PT)	G	0.00	0.00	0.00	0.00	0.50
Total Full Time		2.50	2.50	2.00	3.00	5.00
Total Part Time		0.00	0.00	0.00	0.00	0.50
<b>Total Public Works Administration</b>		<b>2.50</b>	<b>2.50</b>	<b>2.00</b>	<b>3.00</b>	<b>5.50</b>
<b>Maintenance Services</b>						
Maintenance Superintendent	M	1.00	0.00	0.00	0.00	0.00
Maintenance Manager	M	0.00	1.00	1.00	1.00	1.00
Beaches & Parks Maintenance Manager	M	1.00	0.00	0.00	0.00	0.00
Beaches & Parks Maintenance Supervisor	M	0.00	1.00	0.00	0.00	0.00
Maintenance Operations Supervisor	M	1.00	1.00	2.00	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 II	G	2.00	2.00	2.00	2.00	2.00
Maintenance Leadworker	G	1.00	1.00	1.00	1.00	1.00
Senior Electrician	G	0.00	0.00	0.00	0.00	1.00
Electrician I	G	0.00	0.00	0.00	0.00	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	1.00
CMMS Coordinator	G	0.00	0.00	0.30	0.30	0.30
Lucy CMMS Administrator	G	0.00	0.30	0.00	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	0.00	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	2.00
Maintenance Inspection Coordinator	G	0.00	0.00	1.00	1.00	1.00
Beaches and Parks Inspection Coordinator	G	1.00	1.00	0.00	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	1.00	1.00	1.00
Office Specialist I	G	1.00	1.00	0.00	0.00	0.00
Total Full Time		26.00	25.30	25.30	25.30	25.30
<b>Total Maintenance Services</b>		<b>26.00</b>	<b>25.30</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	0.00	0.00
Assistant Beaches, Parks & Recreation Director	M	0.00	0.00	1.00	0.00	0.00
Park Planner	M	1.00	0.00	0.00	0.00	0.00

# Staffing Chart

	Status	FY 2014-15	FY 2015-16	FY 2016-17	FY 2017-18	FY 2018-19
Management Analyst II	G	1.00	1.00	1.00	0.00	0.00
Administrative Assistant	G	1.00	1.00	1.00	1.00	1.00
Total Full Time		4.00	3.00	4.00	1.00	1.00
<b>Total Beaches, Parks &amp; Recreation Administration</b>		<b>4.00</b>	<b>3.00</b>	<b>4.00</b>	<b>1.00</b>	<b>1.00</b>
<b>Recreation</b>						
Recreation Manager	M	1.00	1.00	0.00	1.00	1.00
Aquatics Supervisor	G	0.00	0.00	0.00	1.00	1.00
Recreation Supervisor	G	3.00	3.00	3.00	2.00	2.00
Recreation Coordinator	G	4.00	4.00	4.00	5.00	5.00
Recreation Specialist	G	1.00	1.00	1.00	4.00	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	2.00	2.00
Customer Service Specialist II	PT	0.00	0.00	0.00	0.75	0.75
Recreation Specialist (PT)	PT	4.00	4.00	4.25	0.75	0.75
Total Full Time		11.00	11.00	10.00	16.00	16.00
Total Part Time		4.00	4.00	4.25	1.50	1.50
<b>Total Recreation</b>		<b>15.00</b>	<b>15.00</b>	<b>14.25</b>	<b>17.50</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	1.00	1.00	1.00
Maintenance Leadworker	G	1.00	1.00	0.00	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	4.00	4.00	4.00
Golf Course Groundskeeper I/II	G	0.00	0.00	2.00	2.00	2.00
Office Specialist II (PT)	PT	0.50	0.50	0.50	0.00	0.00
Total Full Time		8.00	8.00	9.00	9.00	9.00
Total Part Time		0.50	0.50	0.50	0.00	0.00
<b>Total Golf Course</b>		<b>8.50</b>	<b>8.50</b>	<b>9.50</b>	<b>9.00</b>	<b>9.00</b>
<b>Grand Total Full Time</b>		<b>187.11</b>	<b>186.11</b>	<b>191.86</b>	<b>197.11</b>	<b>198.11</b>
<b>Grand Total Benefited Part Time (FTE)*</b>		<b>10.68</b>	<b>10.83</b>	<b>9.68</b>	<b>6.43</b>	<b>5.25</b>
<b>Total</b>		<b>197.79</b>	<b>196.94</b>	<b>201.54</b>	<b>203.54</b>	<b>203.36</b>

\*Includes only Benefited Part-time positions. FTE's for hourly, non-benefited Part-time staff are not included in the Staffing Chart.

Status: E = Executive, M = Manager, C = Confidential, G = General, S = Sworn, PT = Benefited Part-Time, L = Limited-Term

# Contract Staffing Chart

	FY 2014-15	FY 2015-16	FY 2016-17	FY 2017-18	FY 2018-19
<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	12.00	12.00
Firefighters	6.00	6.00	6.00	6.00	6.00
Emergency Transport Technicians**	6.00	6.00	6.00	6.00	0.00
Ambulance Drivers - (Hourly Part-time/Seasonal)*	8.00	8.00	0.00	0.00	0.00
<b>Total Fire Contract</b>	<b>50.00</b>	<b>50.00</b>	<b>42.00</b>	<b>45.00</b>	<b>39.00</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	4.00	4.00	4.00
Investigator (Non-Benefitted Half-Time)	1.00	1.00	0.50	0.00	0.00
Deputy	30.00	30.00	31.00	31.00	33.00
Deputy/Motorcycle	4.00	3.00	2.00	2.00	2.00
Community Services Officer	4.00	4.00	4.00	4.00	4.00
Crime Prevention Specialist	1.00	0.00	0.50	0.50	0.50
Staff Assistant	1.00	1.00	0.00	0.00	0.00
Office Specialist	2.00	2.00	2.00	2.00	2.00
<b>Total Police Contract</b>	<b>52.00</b>	<b>50.00</b>	<b>50.00</b>	<b>49.50</b>	<b>51.50</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	0.80	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>3.55</b>	<b>3.55</b>	<b>3.55</b>	<b>3.55</b>	<b>3.55</b>

*\*\* In FY 2017-18, all Emergency Transport Services were discontinued with OCFA and transitioned to a private ambulance contract with Care Ambulance Services, providing two full-time Ambulances servicing the City of San Clemente.*

*\*In FY 2016-17, the seasonal ambulance service with OCFA was replaced by a 2nd full-time ambulance provided by contract with a private ambulance carrier.*





---

# Glossary

---

**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.

---

# Glossary

---

**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):**

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.

---

# Glossary

---

***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.

---

# Glossary

---

**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.

---

# Glossary

---

**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.

---

# Glossary

---

**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.

---

# Glossary

---

***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.



---

# Glossary

---

**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.

---

# Glossary

---

**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.

---

# Glossary

---

**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.

---

# Glossary

---

***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.

---

# Glossary

---

***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.

---

# Glossary

---

***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

---

# List of Acronyms

---

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



---

# Index

---

Accounting Systems & Controls.....	45
Acronyms, List of.....	326
Air Quality Improvement Fund.....	143
All Fund Expenditures By Line Item.....	70
All Fund Expenditures Summary.....	69
All Fund Revenue Assumptions.....	62
All Fund Revenues By Line Item.....	57
All Fund Revenues Summary.....	56
All Funds Budget Overview.....	49
All Funds Summary - Expenditures by Category.....	53
All Funds Summary - Revenues by Category.....	52
All Funds Budget Summary.....	51
All Programs Expenditure Summary.....	65
Appropriations Limit.....	279
Appropriations Limit Computation.....	280
Beaches/Parks Maintenance.....	132
Beaches, Parks & Recreation Administration.....	135
Beaches, Parks & Recreation Department Overview.....	133
Beaches, Parks & Recreation Department Summary.....	134
Budget Comparison by Fund - Expenditures.....	55
Budget Comparison by Fund - Revenues.....	54
Budget Process, The.....	43
Budget Summary.....	25
Building.....	124
Capital Improvement Program – Introduction.....	193
Capital Improvement Program – Carry Forward Projects.....	268
Capital Improvement Program – Maintenance & Other Projects - Revenue Summary.....	209
Capital Improvement Program – Maintenance & Other Projects - Summary by Category.....	202
Capital Improvement Program – Maintenance & Other Projects - Summary by Fund.....	206
Capital Improvement Projects (New) – Revenue Summary.....	208
Capital Improvement Projects (New) – Summary by Category.....	199
Capital Improvement Projects (New) – Summary by Fund.....	203
Capital Improvement Projects Graph – Expenditures by Category Summary.....	197
Capital Improvement Projects Graph – Revenue Summary.....	197
Capital Improvements Projects – Map.....	196
Capital Improvements Projects – Drainage Master Plan.....	210
Capital Improvements Projects – Parks & Median Master Plan.....	213
Capital Improvements Projects – Wastewater (Sewer) Master Plan.....	220
Capital Improvements Projects – Street Master Plan.....	230
Capital Improvements Projects – Water Master Plan.....	247
Capital Improvements Projects – City Facilities Master Plan.....	257
Capital Project Funds.....	147
CDBG Grant Funds.....	142
Central Services Fund.....	184
City Clerk.....	106
City Council.....	103
City General.....	105
City Manager.....	104
City Manager's Transmittal Letter.....	9
City Staffing Changes.....	301
City Treasurer.....	111
Clean Ocean Improvement Reserve.....	180
Clean Ocean Operating Division Summary.....	167
Code Compliance.....	126
Community Development Administration.....	123

---

# Index

---

Community Development Department Overview.....	121
Community Development Department Summary.....	122
Contract Fire Services.....	118
Contract Fleet Services.....	187
Contract Police Services.....	117
Contract Public Safety Staffing Chart.....	311
Debt Service Fund.....	159
Debt Summary.....	281
Demographic and Statistical Information.....	inside back cover
Department Accomplishments.....	16
Developers Improvement Fund.....	153
Distinguished Budget Presentation Award.....	8
Economic Development.....	107
Employee Medical Insurance Program.....	189
Engineering.....	130
Enterprise Funds.....	161
Enterprise Funds Operating Summary.....	163
Expenditures by Category - All Funds.....	53
Expenditures by Category - General Fund.....	80
Expenditures by Line Item - All Funds.....	70
Expenditures by Line Item - General Fund.....	94
Expenditures Summary - All Funds.....	69
Expenditure Summary - General Fund.....	93
Finance.....	112
Finance & Administrative Services Department Overview.....	109
Finance & Administrative Services Department Summary.....	110
Finance & Administrative Services/Treasurer.....	111
Financial Overview.....	29
Fiscal Policy.....	271
Fire Services Contract.....	118
Five-Year Financial Forecast.....	39
Fleet Services.....	186
Fleet Replacement Reserve.....	187
Fund Summary - Expenditures by Category.....	53
Fund Summary - Revenues by Category.....	52
Gas Tax Fund.....	140
General Fund Expenditure Overview.....	92
General Fund Expenditure Summary.....	93
General Fund Expenditures by Category.....	80
General Fund Expenditures by Department.....	79
General Fund Expenditures by Line Item.....	94
General Fund Summary by Department.....	98
General Fund Revenue Assumptions.....	88
General Fund Revenue Overview.....	82
General Fund Revenue Summary.....	83
General Fund Revenues by Category.....	78
General Fund Revenues by Line Item.....	84
General Government Department Overview.....	101
General Government Department Summary.....	102
General Liability Self-Insurance Fund.....	191
Glossary.....	313
Golf Capital Improvement Reserve.....	182
Golf Depreciation Reserve.....	181

---

# Index

---

Golf Operating Division Summary .....	169
Historical FTE Comparison.....	304
Human Resources.....	113
Information Technology .....	185
Internal Service Funds .....	183
Legislative .....	103
Local Cable Infrastructure Fund .....	144
Local Drainage Facilities Fund .....	149
Maintenance Services .....	131
Marine Safety .....	119
Medical Insurance Fund .....	189
Miscellaneous Grants Fund .....	142
Mission Statement .....	2
Negocio Debt Service Fund .....	160
Organization Chart .....	7
Parks Acquisition & Development Fund .....	148
Performance Measures .....	285
Planning.....	125
Police Grants Fund .....	145
Police Services Contract .....	117
Position Changes .....	301
Public Facilities Construction Fee Fund .....	151
Public Safety Department Overview.....	115
Public Safety Department Summary .....	116
Public Works Administration.....	129
Public Works Department Overview .....	127
Public Works Department Summary.....	128
RCFPP Fund .....	150
Reader's Guide to the Budget .....	20
Recreation .....	136
Reserve Fund.....	156
Reserves .....	37
Revenue Assumptions – All Funds.....	62
Revenue by Category - All Funds .....	52
Revenue by Category - General Fund .....	78
Revenue by Line Item - All Funds .....	57
Revenue by Line Item - General Fund .....	84
San Clemente At A Glance.....	18
Sewer Connection Fee Reserve.....	176
Sewer Depreciation Reserve .....	174
Sewer Operating.....	165
Sewer Other Agency Depreciation Reserves .....	177
Solid Waste Management Fund .....	168
Special Revenue Funds.....	137
Staffing Chart.....	304
Staffing – Staffing Changes.....	301

---

# Index

---

Storm Drain Utility Depreciation Reserve .....	178
Storm Drain Utility Operating.....	166
Street Improvement Fund.....	138
Street Improvement Program .....	230
Table of Contents .....	3
Utility Rates & Issues.....	31
Water Acreage Fee Reserve .....	172
Water Depreciation Reserve .....	170
Water Operating .....	164
Water Other Agency Depreciation Reserves .....	173
Workers' Compensation Fund.....	190



## 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	FY2018-19 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	2018	2018	\$813.84*
BLS - Non-Resident	16-031	2018	2018	\$1,013.84*
ALS - Resident	16-031	2018	2018	\$1,201.19*
ALS - Non-Resident	16-031	2018	2018	\$1,401.19*
Oxygen	16-031	2018	2018	\$85.91
Expendable Supplies	16-031	2018	2018	\$33.91
Mileage (per mile or fraction thereof)	16-031	2018	2018	\$17.52/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	2018	2018	
<b>Building Plan Check Fees</b>				
65% of the Building Permit Fee	08-080	2018	2018	

	Ordinance, Resolution or Municipal Code	Last Adjusted	Last Reviewed	FY2018-19 Fee
<b>Business License</b>				
Varying application fee and taxes based on a flat rate or percentage of gross receipts depending on business type.	1055	1991	2011	
<b>Civic Center Const Fund Fee</b>				
per Residential Dwelling Unit	15.52.010	2018	2018	\$533.83
<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	2018	2018	\$803.00
Small Tract Maps - thirty lots or less	08-081	2018	2018	\$1,718.00
Large Tract Maps - thirty-one lots or more	08-081	2018	2018	\$4,003.00
Residential development	08-081	2018	2018	\$117.00
Commercial, Industrial, Multi-Residential	08-081	2018	2018	\$345.00
Imaging of plans, maps & oversized sheets	08-081	2008	2018	\$2.55/sheet
sheets up to 8.5" X 14"	08-081	2008	2018	\$0.62/sheet
Photo copy fees - additional pages	08-081	2008	2018	\$0.20/page
Oversize Reproduction Fee	08-081	2008	2018	\$4.00 plus \$0.35/page
City Budget				\$30.00
DVD Recordings, each	08-081	2008	2018	\$5.00
Tape Recordings, each	08-081	2008	2018	\$10.00
<b>Electrical Permits</b>				
Electrical Permit Issuance Fee	08-080	2008	2018	\$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	FY2018-19 Fee
<b>Encroachment Permits</b>				
<b>Street Encroachment Permits - Excavations, Fills and Obstructions</b>				
Sidewalk - First 50 sq ft	08-081	2018	2018	\$265.00
Each Additional 50 sq ft on the same lot	08-081	2018	2018	\$29.00
Curb/Gutter - First 60 linear feet	08-081	2018	2018	\$295.00
Each additional 60 linear feet	08-081	2018	2018	\$29.00
Driveway Approach	08-081	2018	2018	\$295.00
Combo - more than 1 sidewalk, curb/gutter driveway	08-081	2018	2018	\$265.00
Each additional 10 lf of construction after the first 10 lf on the same lot	08-081	2018	2018	\$29.00
Curb Core Only	08-081	2018	2018	\$142.00
Sewer/Water lateral excavation - First trench	08-081	2018	2018	\$502.00
Each additional trench	08-081	2018	2018	\$183.00
Other Street Excavation - First 20 sq ft	08-081	2018	2018	\$318.00
Each additional 20 sq ft	08-081	2018	2018	\$29.00
Encroachment Permit for Displaced Sidewalk Inspection when property owner complies with City "Notice to Repair" or voluntary repairs.	08-081	2014	2018	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	2018	2018	\$436.00
Appeal to City Council	08-081	2018	2018	\$235.00
Dumpster - Application with dumpster fee	08-081	2018	2018	\$70.00
<b>Environmental Impact Reports</b>				
Initial deposit will be collected depending upon the size of the project - Actual Cost	08-081	2008	2018	
<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	FY2018-19 Fee
<b>Grading Permits</b>				
Volume of earth to be moved:				
Less than 50 c.y.	08-081	2018	2018	\$383.00/lot
51-1,000 c.y.	08-081	2018	2018	\$676.00
1,001-10,000 c.y.	08-081	2018	2018	\$676.00 for first 1,000 c.y. \$67.00 for each additional 1,000 c.y.
10,001-100,000 c.y.	08-081	2018	2018	\$1,282.00 first 10,000 c.y. \$532.00 for each additional 10,000 c.y.
More that 100,000 c.y.	08-081	2018	2018	\$6,062.00 first 100,000 c.y. \$532.00 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	1647	2018	2017	\$4.05
<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	2018	\$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	FY2018-19 Fee
<b>Miscellaneous Charges for Police Services</b>				
Duplicating Charges - First page	08-081	2008	2018	\$2.00
Duplicating Charges - additional pages	08-081	2008	2018	\$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	FY2018-19 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	2018	2018	\$110.00
Special Event Application Fee- Category II	16-023	2018	2018	\$240.00
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	FY2018-19 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	2018	\$410.00
Residential (1 unit)	08-081	2008	2018	\$100.00
Residential (2-4 units)	08-081	2008	2018	\$100.00 first \$25.00 for each additional
Simple, Over the Counter (pool, spa, deck)	08-081	2008	2018	\$50.00
<b>Covenants, Conditions &amp; Restrictions Review</b>				
	08-081	2010	2018	\$3,000.00 deposit
<b>Field Check - Planning</b>				
per hour-2 hour min.	08-081	2008	2018	\$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	2018	2018	\$1,317.33
<b>Planning Research Charge</b>				
per hour	08-081	2008	2018	\$50.00

	Ordinance, Resolution or Municipal Code	Last Adjusted	Last Reviewed	FY2018-19 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	2018	2018	\$1,550.76
Per 1,000 sq. feet for each commercial unit	15.52.010	2018	2018	\$386.46
<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	2018	2018	\$27,934.00
Fee Area B - per dwelling unit	874	2018	2018	\$31,266.00
Commercial and Industrial per acre	874	2018	2018	\$109,736.00
Fee Area A :Hotel, Motel, Mobile Homes				
per dwelling unit	874	2018	2018	\$27,394.00
each subsequent unit	874	2018	2018	\$23,276.00
Fee Area B: Hotel, Motel, Mobile Homes				
per dwelling unit	874	2018	2018	\$31,654.00
each subsequent unit	874	2018	2018	\$17,028.00
<b>Sidewalk Waiver Application &amp; Appeal Fee</b>				
Sidewalk Waiver Application	14-018	2018	2018	\$267.00
Sidewalk Waiver Appeal	14-018	2018	2018	\$669.00

	Ordinance, Resolution or Municipal Code	Last Adjusted	Last Reviewed	FY2018-19 Fee
<b>Single Family Residential Grading Plan Check Fee</b>				
Geotechnical Review	08-081	2018	2018	\$1,765.00
Grading Review	08-081	2018	2018	\$1,638.00
Retaining Walls	08-081	2018	2018	\$1,130.00
Shoring	08-081	2018	2018	\$565.00
Each additional plan check beyond three	08-081	2018	2018	\$312.00
<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	2018	2018	
<b>Transportation Permits</b>				
Single Trip Fee	08-081	2008	2018	\$16.00
Annual Trip Fee	08-081	2018	2018	\$102.00

	Ordinance, Resolution or Municipal Code	Last Adjusted	Last Reviewed	FY2018-19 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"	1647	2018	2017	\$18.71
1 1/2"	1647	2018	2017	\$46.17
2"	1647	2018	2017	\$69.70
3"	1647	2018	2017	\$144.23
4"	1647	2018	2017	\$254.07
6"	1647	2018	2017	\$516.89
<b>Irrigation</b>				
<b>Potable</b>				
Distribution Charge - uniform rate per unit equal to 100 cubic feet ("ccf") or 748 gallons of water of irrigated land.	1647	2018	2017	\$1.98
Wholesale Pass-through - uniform rate per unit equal to 100 Cubic feet ("ccf") or 748 gallons of water of irrigated land.	1647	2018	2017	\$2.68
<b>Non-Potable</b>				
per unit	1647	2018	2017	\$2.66
<b>Large Lot Classification Application Fee</b>				
per application	10-048	2010	2010	\$35.00

	Ordinance, Resolution or Municipal Code	Last Adjusted	Last Reviewed	FY2018-19 Fee
<b>Water Service Charges Cont.</b>				
<b>Metered Water Sales</b>				
Price is per Unit				
<b>Single-Family</b>				
Distribution Charge				
-Uniform rate per unit of water	1647	2018	2017	\$1.49
Wholesale Pass-through Charge				
-Uniform rate per unit of water	1647	2018	2017	\$2.68
<b>Multi-Family Residential per dwelling</b>				
<b>Master - Metered (Per each dwelling unit)</b>				
Distribution Charge				
-Uniform rate per unit of water	1647	2018	2017	\$1.36
Wholesale Pass-through Charge				
-Uniform rate per unit of water	1647	2018	2017	\$2.68
<b>Individual - Metered</b>				
Distribution Charge				
-Uniform rate per unit of water	1647	2018	2017	\$1.36
Wholesale Pass-through Charge				
-Uniform rate per unit of water	1647	2018	2017	\$2.68
<b>Commercial</b>				
Distribution Charge				
-Uniform rate per unit of water	1647	2018	2017	\$1.37
Wholesale Pass-through Charge				
-Uniform rate per unit of water	1647	2018	2017	\$2.68
<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	FY2018-19 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.) ..... 198.11  
Employees (benefited part-time FTEs) ..... 5.75  
City Bond Rating ..... Standard & Poor's AAA  
Rank in Population as of (California) ..... 133  
Total Population (Official 5/18) ..... 65,304  
Number of Registered Voters (as of 8/18) ..... 37,777  
Assessed Secure Valuation.(FY 2017-18) ..... \$16,418,967,353  
Total Housing Units ..... 27,696  
Homeowner Occupied ..... 64.5%  
Residential Vacancy Rate ..... 12%  
Median Age ..... 42.4  
Persons/Household ..... 2.64  
Median Family Income ..... \$122,500  
Median Home Value ..... \$801,000  
% High School Grad or Higher ..... 95.4%  
% Population Below Poverty Status ..... 6.2%  
Unemployment Rate - San Clemente (as of 7/18) ..... 3.3%  
Unemployment Rate - Orange County (as of 7/18) ..... 3.3%

**Number of Licenses and Permits Issued:**

Building & Engineering Permits (5/17-4/18) ..... 2,778  
City Licensed Business (as of 6/18) ..... 5,608  
Special Events (Annually) ..... 49  
Dog Licenses (7/17 – 6/18) ..... 6,761  
Annual Animal License Fees ..... \$177,748

Animal License Fee:	Not Altered	Altered
Dog Licenses	\$50	\$20
Senior Discount Fee	\$25	\$10

**Water Utility:**

Total Water Customers (as of 5/9/18) ..... 17,922  
Basic Service Charge ..... \$18.71  
Miles of Water Main ..... 230

**Sewer Utility:**

Total Sewer Customers ..... 16,456  
Miles of Sewer ..... 180 mi  
Basic Service Charge ..... \$23.82/mo.  
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 2018/2019**

Materials (3@65 gal containers) ..... \$21.40/monthly  
Materials (3@35 gal. containers) ..... \$20.17/monthly  
Commercial Refuse Collection (3 yd bin) ..... \$150.45/monthly  
Commercial Recycle Collection (3 yd bin) ..... \$66.90/monthly

**Fire Protection (Orange County Fire Authority):**

Sworn Fire Fighting Personnel ..... 39  
Civilian Personnel ..... 0  
Total Fire Personnel ..... 39  
Number of Fire Stations ..... 3  
Number of Fire Inspections (FY 2017-18) ..... 1,782  
Number of Fire Permits Issued (FY 2017-18) ..... 305

**Incident Statistics FY 2017-18:**

Fire Calls ..... 78  
EMS/Rescues Calls ..... 3,825  
Hazardous Condition/Standby ..... 37  
Service Calls ..... 349  
False Alarms ..... 270  
Good Intent Calls ..... 592  
Over Pressure/Rupture ..... 2  
Natural Disasters ..... 0  
Other/Misc. .... 86  
Total Calls ..... 5,239

**Police Protection (Orange County Sheriff's Department):**

Commissioned Police Personnel ..... 43  
Non-Commissioned Personnel ..... 6  
Total Police Personnel ..... 49.5

**Beaches, Parks and Recreation:**

Beach Acreage ..... 20  
Miles of Beach ..... 4.7  
Park Acreage ..... 244.93  
Number of Parks ..... 23  
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"

