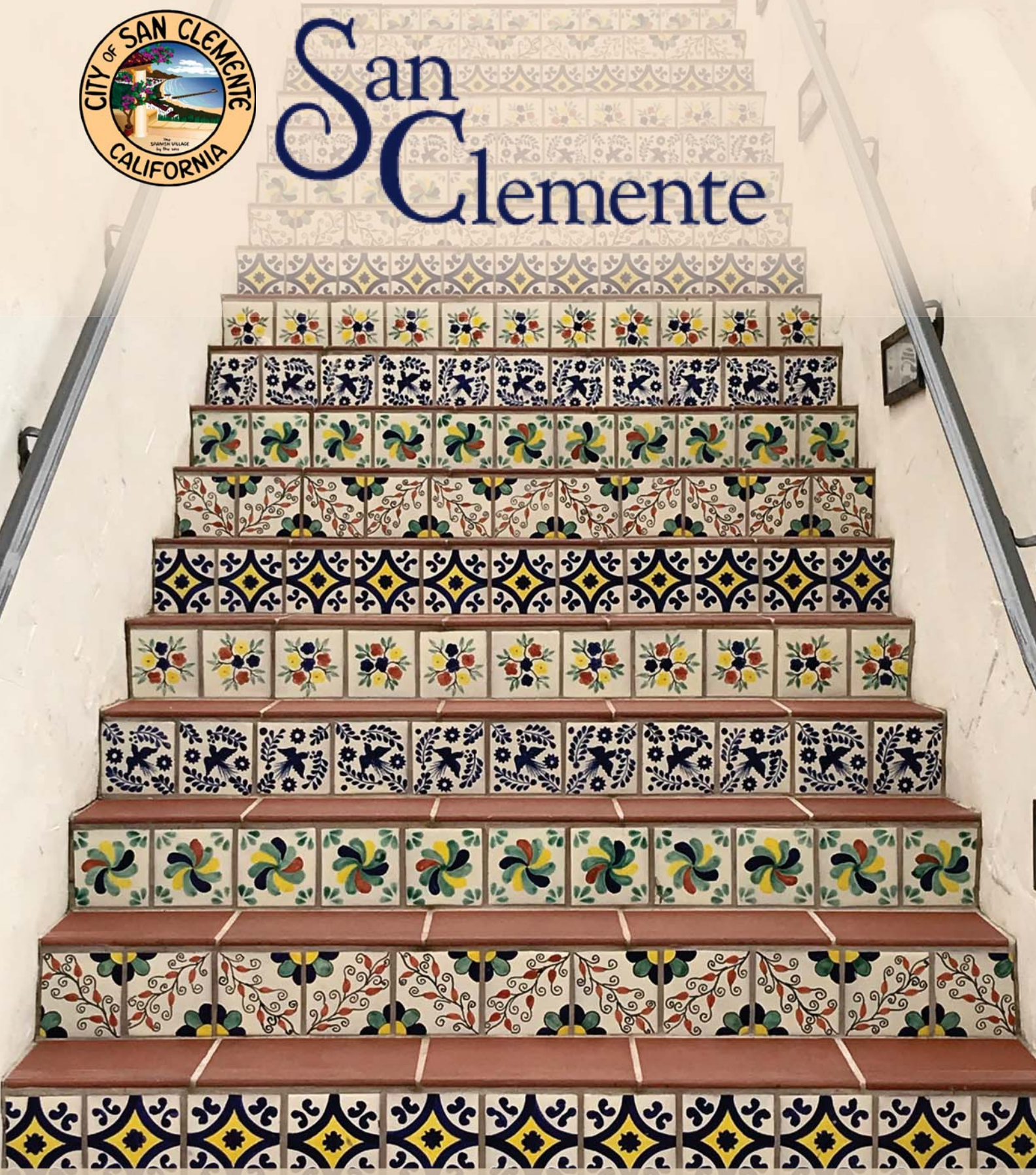




San Clemente



ANNUAL BUDGET

Fiscal Year 2019-20





Steven Swartz
Mayor

Dan Bane
Mayor Pro Tem

Laura Ferguson
Councilmember

Chris Hamm
Councilmember

Kathy Ward
Councilmember

James Makshanoff
City Manager

Annual Budget

Fiscal Year 2019-20

2019 San Clemente City Council



Top Row: Mayor Steve Swartz

Bottom Row (left): Mayor Pro Tem Dan Bane, Chris Hamm, Kathy Ward and Laura Ferguson



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.



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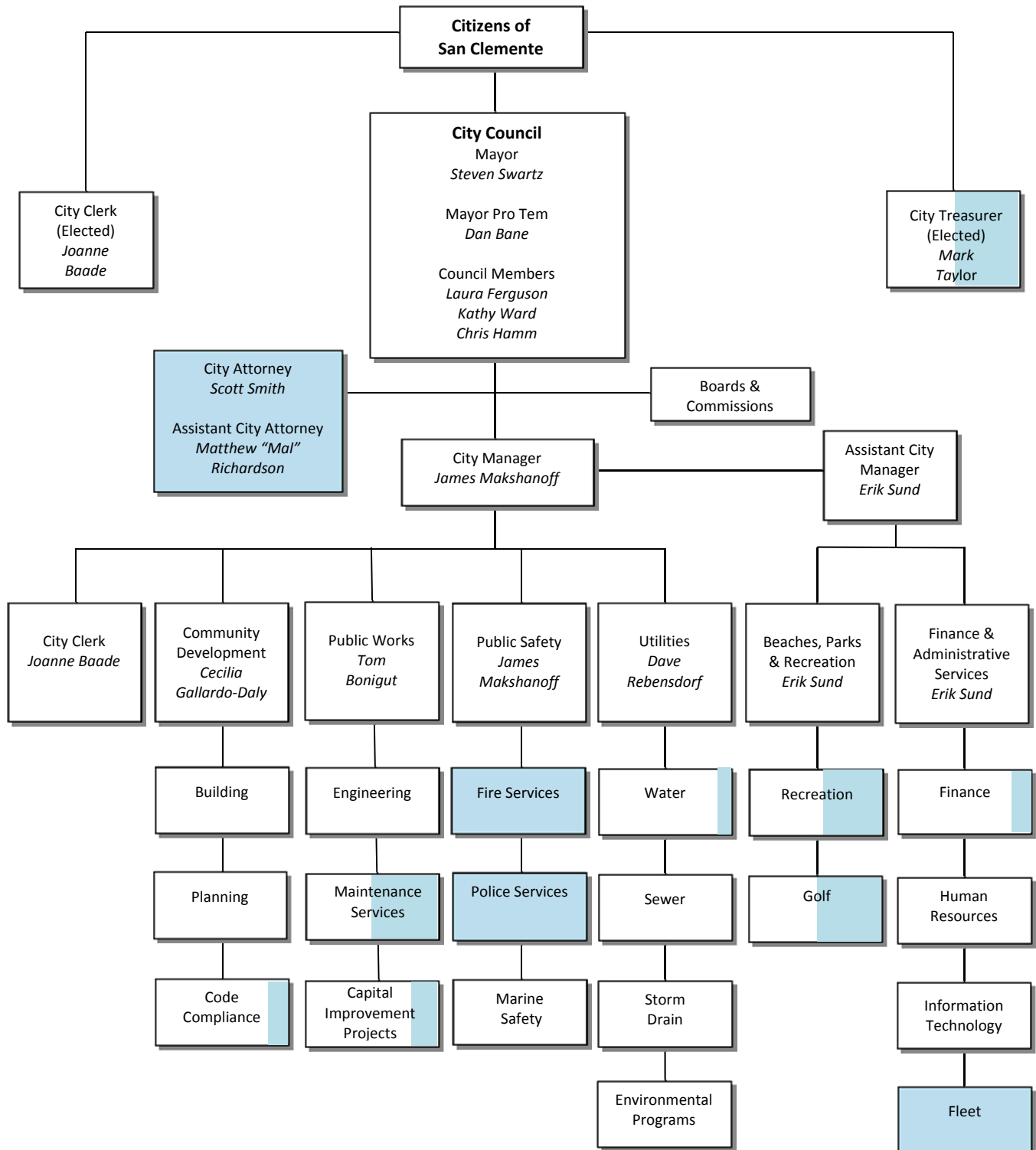
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Demographic and Statistical Information	Back Cover
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This entire document can also be downloaded from the City’s website: <http://san-clemente.org>.

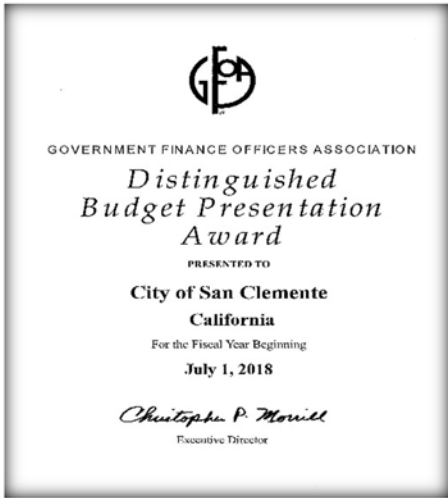
*Photography in this publication has been provided by:
Will Buddenhagen, Former City Employee*

San Clemente Organization Chart



 Shading indicates contracted services

Financial Accomplishments



The Government Finance Officers Association of the United States and Canada (GFOA) presented a Distinguished Budget Presentation Award to the City of San Clemente, California for its annual budget for the fiscal year beginning July 1, 2018. 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[®]
<p>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.</p> <p>Standard and Poor's reaffirmed the City's long-term financial "AAA" rating and stable outlook in August 2015.</p>	



City of San Clemente

James Makshanoff, City Manager
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 2019-20 fiscal year (FY), commencing on July 1, 2019 through June 30, 2020. As we finish FY 2018-19, I look at what the City has accomplished and what the City has ahead of it. The accomplishments that the City has completed during the year are significant, but these are only the start in seeking solutions for longer-term issues.

If we step back and look at actions taken during FY 2018-19, there are accomplishments to be proud of. During FY 2018-19, the City started implementing aspects of the Beaches, Parks & Recreation Master Plan, such as transitioning park monitors to park rangers. The City also implemented a proactive inspection model for Code Enforcement, appointed a new Chief of Police, funded two additional deputies, finalized the Santa Margarita Water District Interconnection Agreement, completed the Safe Routes to School improvements, and expanded the successful summer SC Trolley operation to assist with mobility in the City. These are just a small sample of the many accomplishments achieved over the past year.

As we embark into FY 2019-20, the City continues to face issues which started in prior years, but still impact the City – such as, the state’s recent release of non-violent offenders, homelessness, and the high cost of housing. These issues impact most cities in California, including San Clemente. They affect our community and the quality of our citizens’ daily life. These actions and issues developed over years and are not easily or quickly solved, however the City has taken steps to start dealing with these issues. The City started working with Mercy House, increasing outreach, and looking for affordable housing opportunities. These actions are only a preliminary solution for the problems. The City continues to seek locations for housing solutions and grant opportunities to assist with these issues. San Clemente will continue working on these issues and seek solutions.

In addition, the City is dealing with other local issues, such as a proposed toll road by the Transportation Corridor Agency and continued litigation regarding a hospital zoning issue. As this budget was prepared, the City considered both short-term needs and long-term planning. The FY 2019-20 Budget implements Long Term Financial Plan (LTFP) recommendations, continues funding for public safety through Police, Fire, Code Compliance, Marine Safety, Recreation and other programs within city operations to deal with quality of life issues, and funds one-time legal and advocacy costs to voice the City’s position on the toll road and the need for a local hospital emergency room. As the City Manager, I have a responsibility to maintain a sustainable budget and ensure City services are administered efficiently and effectively both now and in the future.

LTFP Recommendations

The City utilizes an annual LTFP, which precedes the budget, to review its current financial position and to make recommendations to direct the City in a positive financial direction. This year, as part of the LTFP process, a recommendation to accelerate unfunded pension liability payments was given, reserve transfers were recommended, fiscal policies were added, and public safety costs were discussed.

The LTFP and the Budget are developed by City staff, reviewed by management, and presented to City Council. The LTFP provides actions to be taken through the budget process, and is a financial tool facilitating communication with Council for long-term planning. The LTFP proposes to implement actions to improve short and long-term results of the City, and these actions have resulted in keeping San Clemente financially stable. This year's budget includes the following actions identified as part of the LTFP:

- A one-time additional payment of \$400,000 to fund pensions,
- General Fund transfers of \$780,000 for future capital project activity, and
- Fiscal policies incorporated related to pensions.

Also, although there was no formal action taken during the workshop, the City's approach to public safety was discussed, the different components of public safety were identified, and the total public safety related costs were summarized. This was important since public safety costs are and will be a major component of General Fund operations in the future.

The Budget

The City's budget allocates resources to address challenges, takes small steps to improve future forecasted operating deficits, and controls long-term financial impacts. The total FY 2019-20 Budget for All Funds, *including fund balances*, amounts to \$252.9 million. Revenues total \$139.4 million and expenditures total \$144.9 million, respectively. Expenditures include capital and other one-time costs which are funded from fund balance and capital reserves.

The City's General Fund, which is the main operating fund, has budgeted revenues of \$67.6 million and budgeted expenditures of \$71.0 million. This budget reduces unassigned fund balance to \$3.4 million, as a result of funding reserves, capital activities and one-time costs. The General Fund operating position is approximately \$400,000 once one-time revenues and costs are excluded. It is important to maintain this operating position since future costs are anticipated to increase, thus lowering future operating positions. Additional costs which may impact General Fund operating position in future years include the following:

- Trolley operations, which are mostly funded through grants and the AQMD Fund
- 4th firefighter position, which is partially funded through a grant received by OCFA
- Costs paid from Clean Ocean funds, which is a parcel tax subject to a future renewal
- Implementation of different aspects of the Parks Master Plan.

The City, realizing these impacts, has sought cooperative efforts, increased funding in areas to prevent costs or to deal with important issues, and taken other actions to improve efficiency. Cooperative efforts include partnerships with local non-profits, such as Mercy House, the San Clemente Skatepark Coalition, Little League, Pier Pride to name a few. The FY 2019-20 Budget includes a donation to assist with park improvements from the San Clemente Little League.

San Clemente continues to be impacted by quality of life issues and has needed to increase funding to address citizen's concerns. Over the last two years, San Clemente took action by using a holistic approach to public safety (Police, Fire, Code Compliance, and other resources) and increasing the level of service for police, fire and other public safety areas. FY 2019-20 public safety information is summarized in the following paragraphs:

- *Orange County Sheriff's Department (OCSD):* The Police Services program increases by \$1.3 million, or 8%, which includes moving the budget of \$728,000 for the public safety unfunded pension cost from City General for FY 2019-20. The Orange County Sheriff's Department (OCSD) contract in FY 2018-19 added two deputy positions, however one of these added positions remained vacant due to recruitment and retention challenges. The City is striving to meet the City's needs by working with the OCSD to face the demands placed on our City, whether this is through police overtime or utilizing other City departments to assist OCSD.

Overall, the amount budgeted for the OCSD contract totals \$10.0 million in the General Fund, which includes an amount for OCSD MOU negotiations. In approving the FY 2019-20 Budget, Council authorized the addition of two Deputies and a Crime Prevention Specialist position. These are funded from savings and reductions in other General Fund programs.

- *Orange County Fire Authority (OCFA):* The City's Fire Services program, increases by a total of \$1.1 million, or 10%, for the coming year, to a total of \$11.2 million. The FY 2019-20 OCFA fire services contract budget increases by \$639,000, or 7%, which includes the 4th firefighter phase-in. The other portion of the increase relates to moving the budget of \$544,000 for the public safety unfunded pension cost from City General for FY 2019-20.

The total OCFA contract is budgeted at \$9.4 million, and includes the base contract and a budget for facilities maintenance and vehicle replacement costs. This was approved by Council in prior years to improve the level of service.

- *Care Ambulance Services (CARE):* The City contracts with CARE for two full-time ambulances in the City. This was an increase to service levels completed in prior years to improve responses based on a hospital emergency room closure. The total Fire Services budget includes \$1.3 million for this level of service, an increase of \$71,000, or 6%, over the prior year's total budget for ambulance services.

The following budget highlights pertain to the General Fund:

- *Staffing:* The practice of reassessing staffing when vacancies arise is continuing and a variety of staffing additions, deletions and reclassifications are included in the FY 2019-20 budget. Staffing adjustments led to a net total decrease of 4.25 FTE (-2.25 FTE in the General Fund). More information on personnel changes are in the Staffing section of the budget document.
- *Compensation and Benefits:* The City will begin the last 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. Other salary changes include step increases and staffing adjustments. Retirement costs have increased due to a one-time payment of \$400,000 and higher contributions based on actuarial changes to discount rate assumptions. In FY 2019-20, pension increases are partially offset by the employees paying the last portion of the employee pension contribution. Based on the current MOU, this budget year will include a slight increase in City contributions for employee health care costs.
- *Maintenance contracts:* Prevailing wage requirements imposed by the State have continued to impact our maintenance contracts. State changes require new contracts to implement the

changes, which has increased costs significantly. These impacts can be seen in landscape, tree and other maintenance costs. The FY 2019-20 Budget includes amounts to fund maintenance at appropriate levels. In addition, routine facilities maintenance was increased from \$250,000 to \$300,000, ensuring that our capital assets continue to be properly maintained, extending the life of those assets.

- *Negocio Building:* The City in FY 2019-20 will be completing the transition to the Negocio building. The City now occupies the third floor and is remodeling the first floor. The second floor is being used for temporary office space for City staff and for tenant rentals. The tenants on the second floor have contracts that expire in November 2020 and in August 2022.
- *Downtown Business Association (DBA):* The DBA funding included in the budget is \$34,000 for FY 2019-20, which is a small increase from the prior year. This funding covers costs related to the DBA's car show, the Glitz and other activities.
- *City Council Contingency:* The Council's contingency is funded at \$48,000. This was permanently reduced from \$100,000 to fund public safety and provide additional funds for the DBA.

One area where State action affected the City's budget is the gas tax increase, which provides funding for street related projects. This revenue increased funding in the Gas Tax Fund. Other notable activity to funds other than the General Fund are summarized by Fund below:

- *Air Quality Improvement Fund:* Trolley operations is budgeted for \$403,570, which is partially funded through County grants.
- *Parks Acquisition and Development Fund:* The Linda Lane park restroom capital project is budgeted, which was recommended as part of the BPR Master Plan.
- *Developers Improvement Fund:* Fund balance grows to \$15.4 million, which includes amounts for bridge maintenance, affordable housing, and other improvements. Of this amount, \$8.3 million are for loans outstanding.
- *Reserve Capital Projects Fund:* This fund has grown from a balance at July 1, 2017 of \$7.3 to a budgeted ending balance of \$12.2 million through Council and other actions. These amounts are for future capital costs.
- *Water Fund:* Water operating position has improved with the 5-year rate model in place for fees. The Blanco Pump Station rehabilitation is adding \$2.8 million from the depreciation reserves for the capital project budget.
- *Sewer Fund:* A sewer cost of service study is being completed and revenue is budgeted to increase for a partial year based on the anticipated new rates. Transfers from depreciation reserves are currently assisting the operating position.

Economic Outlook

Overall, housing and the economy is strong in Orange County in 2019, unemployment is low and there is still potential growth in the future. Housing prices have leveled off, but development is still occurring in Orange County and is expected to continue to grow at a healthier pace than other parts of Southern California.

San Clemente is benefiting from development of the Marblehead area, which was the last large area of undeveloped land area in the City. This development started in previous years, but will continue for the next few years. The development includes a residential area, Sea Summit, and a

commercial area - the Outlets at San Clemente, that is adding stores and other amenities such as a theater. This development will help add to the City's two primary revenue sources for the General Fund - property taxes and sales taxes, and will add amenities that the City desires – such as restaurants, a theater and a hotel.

Financial Forecast

The financial forecast has been updated to show the fiscal impact of the fiscal year 2019-20 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 costs.

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 2020-21. The deficits are mainly due to increasing public safety contractual costs, and other 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 to ensure ongoing revenues support ongoing expenditure levels. Projected operating deficits will be eliminated during the budget process.

The General Fund operating surplus is approximately \$400,000 for FY 2019-20. This operating surplus is expected to be a deficit in future years due to expenditure increases, some driven by service increases, such as the 4th firefighter/paramedic and trolley operations. The LTFP forecast has been *updated* to reflect the FY 2019-20 budget.

Forecasted Operating Position (In millions)	2019-20	2020-21	2021-22	2022-23	2023-24
Operating receipts	\$ 67.3	\$ 69.3	\$71.1	\$73.1	\$75.3
Operating disbursements	<u>66.9</u>	<u>69.6</u>	<u>72.4</u>	<u>75.4</u>	<u>78.6</u>
Projected surplus/deficit	\$ 0.4	\$(0.3)	\$(1.3)	\$(2.3)	\$(3.3)

The forecast, which shows future deficits, does not include additional revenue sources, such as additional development at Sea Summit, sales tax growth at the Outlets, or other future actions the City has taken to improve its long-term outlook through revenues or cost containment.

The City's two primary revenue sources are property taxes and sales taxes. *Property taxes* amount to \$35.6 million, an increase of \$1.5 million, or 4.6%, as compared to the fiscal year 2018-19 adjusted budget. Property taxes are a principal revenue source for the City, comprising 53% of total General Fund revenues. *Sales taxes* represent the City's second highest revenue source and are anticipated to remain flat at \$10.1 million in FY 2019-20.

The City continues to keep costs under control, but one-time costs related to quality of life issues have been unrelenting. These costs include implementation of the Local Coastal Update Plan, costs related to the toll road, and other one-time issues. These added costs prevented unassigned fund balance of the City's General Fund from growing like it has in the past, but the City feels it is imperative that these quality of life issues are properly addressed. The City is being diligent and has taken multiple actions to preserve unassigned fund balance; such as the delay in replacing the Steed Park lighting which is still in good condition. However, these actions have not stopped the City from adequately funding the Emergency Reserve in full, setting aside

amounts for future capital projects, and making decisions to utilize one-time payments to bolster future operating positions.

Fund balance for the General Fund is projected to total \$16.8 million at the end of fiscal year 2019-20, which includes \$13.4 million in emergency reserves and an unassigned fund balance of \$3.4 million. Fund balance *reserves* are healthy and the City's *unassigned fund balance* has remained stable in recent years as resources have been committed to capital project initiatives, one-time items, and various legal costs.

Utility Rate Increases

Water rates increase on January 1, 2020 by about 9.0% for the majority of single family residences, based on the 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. A uniform rate structure was approved with annual increases in the fixed meter and water consumption charges beginning on January 1st, 2018, and continuing each year through 2022 to stabilize revenues and maintain adequate reserve levels by rebuilding operating and depreciation fund balances.

Sewer rates are anticipated to change during FY 2019-20 because sewer charges do not fully recover the costs to operate the City's sewer system and the costs for maintenance of the system's infrastructure. A Sewer Cost-of-Service Study is expected to be completed during FY 2019-20, and will examine the current cost structure and make recommendations for a new rate structure to fully recover costs, and to proportionally allocate costs amongst the City's various customer classes. Sewer rates are anticipated to increase 6% as a result of the study.

Capital Improvement Program

Capital improvements include the building, upgrading or replacement of City infrastructure, such as residential and arterial streets, bridges, traffic signals, water, sewer and other capital assets.

Projects for the coming year include water, sewer, drainage, parks and street projects. In total, the budget for FY 2019-20 is allocating \$14.8 million towards capital improvement projects and \$6.2 million for maintenance and other projects. The City has also planned a study to review park sites to ensure assets are being utilized and to assess the infrastructure needs at those locations. This study will seek to achieve long-term savings and help plan for future infrastructure investments.

This year's Capital Improvement Program (CIP) includes \$14.8 million in new appropriations for 35 projects. Major projects included are as follows:

<u>Project</u>	<u>Cost</u>
Blanco Pump Station Rehabilitation	\$2,800,000
Street Improvement Projects	1,500,000
Arterial Street Pavement	1,450,000
Camino Del Los Mares Rehabilitation	1,000,000

The City's CIP maintenance budget totals \$6.3 million for 25 projects next fiscal year, including 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 FY 2019-20 budget total \$645,100. Decision packages total \$343,850 in the General Fund, a portion of which are offset by revenues totaling \$14,750. The decision packages include police department improvements, a wireless masterplan study, a site specific park review, tree replacements, and other equipment replacements.

Other fund decision packages included in the budget, mainly one-time items, total \$301,250. This amount includes funds for the Clean Ocean fee balloting and marketing, replacement of some vehicles and equipment, and multiple IT Strategic Plan items. A full list of Decision Packages can be found at the end of the Financial Overview section.

Accomplishments

There have been a number of key accomplishments in FY 2018-19 including accomplishments in the move of City Hall operations to the Negocio building, the Coastal Commission certification of the updated Coastal Land Use Plan (LUP), and expanding the summer SC Trolley program. A more inclusive list of accomplishments by Department can be found on the following pages.

In FY 2019-20, 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 budget for FY 2019-20, the City was deliberate in minimizing any increases or growth, which will contribute to a better financial position to address future budget deficits. As can be seen, the City's operating position has improved from the prior year, but still has room for improvement. The operating position will be closely monitored and other opportunities will be sought to contain future costs, while being responsive to our residents needs and providing the best service possible.

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 2018-19 Accomplishments by Department

Beaches, Parks and Recreation

- Initiated a pickleball pilot program at San Geronio Park and San Luis Rey Park
- Amended beach trail usage policies with consideration for bicycle and electric bicycle usage
- Renewed/established six multi-year agreements for sports partnerships and one aquatic partnership
- Organized second welcome home parade for City's adopted Marine Unit
- Hosted and celebrated the City's 91st Anniversary at San Clemente Day with the 2nd Annual Free Youth Fishing Derby
- Managed 53 City and partnered community events
- Transitioned Park Monitors to Park Rangers, adding responsibilities based on recommendations from the Beaches , Parks & Recreation Master Plan
- Renewed or initiated 59 recreation and aquatics instructor contracts
- Completed improvements of the cart path on the municipal golf course

Community Development

- Implemented Proactive Inspection Model for Code Enforcement, and established geographic assignment areas
- Obtained certification of the updated Coastal Land Use Plan (LUP)
- Developed Sea Level Rise Study and Vulnerability Assessment
- 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

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
- 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 a new phone system
- Updated Personnel Rules and HR Policies and Procedures to align with the current MOU and current practice

Public Safety (Police, Fire and Marine Safety)

- 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 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 5,250 emergency calls for help within the City and participated in 53 Community outreach events throughout the City
- Rescued 1,950 swimmers in distress, warned 32,081 visitors of dangerous situations and performed 1,177 medical aids
- Presented ocean safety lectures to elementary schools, and various civic groups reaching 44,373 participants

Public Works

- Replaced Rancho San Clemente playground equipment
- Expand the summer SC Trolley operations
- Completed Shorecliffs Safe Routes to School project
- Replaced Beach Trail fence north of the Pier
- Resurfaced San Luis Rey tennis courts, and included new pickleball court striping
- Completed Integrated Pest Management Policy
- Renovated baseball infields Nos. 3 and 4 at LPVH Sports Park
- Replaced fire system Pressure Indicator Valve at 1030 Calle Negocio building
- Completed street rehabilitation of Mira Costa, Camino Capistrano, Camino De Estrella, and portions of Avenida Vista Hermosa and Avenida Pico

Utilities

- Completed rehabilitation of Primary Clarifiers No. 4 and 5
- Completed Water Reclamation Plant Laboratory Rehabilitation
- Completed Reservoir Rehabilitant, Mechanical Mixing, and Chemical Enhancement project to improve water Quality management at Reservoirs 5, 10 and 14
- Completed the design of Reeves, Reata, Calle Real, and Blanco Pump Stations
- Obtained laboratory certification (ELAP) from the state
- Finalized Santa Margarita Water District Interconnection Agreement
- Completed 70% of Preventative Maintenance programming within Lucity
- Processed 1.2 billion gallons of wastewater and 4,600 wet tons of solid waste
- Updated the City's municipal code to comply with the City's stormwater permit to prohibit irrigation runoff
- Updated the City's municipal code to comply with recycling diversion (AB341) and organics diversion (AB1826).
- Met AB1826 organics diversion threshold for businesses that generate four cubic yards per week of organics
- Met AB939 diversion goal percentage (City diverts 70% of waste from landfill which exceeds the 50% diversion required by the year 2000)

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 65,405 enjoys 244.93 acres at 23 parks and beach accesses, 20 acres of sand beaches, 25.9 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 and is on the southernmost point of Orange County. The San Onofre Nuclear Generating Station and Marine Corps Base Camp Pendleton are located immediately to its south. The cities of San Juan Capistrano and Dana Point are located to the north and north-west.

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 2019-20 budget document consists of 18 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, 2018. 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 2019-20 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 2019-20 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 2017-18 actual expenditures, FY 2018-19 adjusted budget and projected expenditures, and budgeted expenditures for FY 2019-20 for General Fund divisions within the Department.
- **Department Expenditures by Category** - A chart comparing FY 2017-18 actual expenditures, FY 2018-19 adjusted budget and projected expenditures, and budgeted expenditures for FY 2019-20 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 2018-19.
- **Key Initiatives** – A listing of key initiatives for the Department/Program for Fiscal Year 2019-20.

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 2017-18 actual expenditures, FY 2018-19 adjusted budget and projected expenditures, and budgeted expenditures for FY 2019-20 for General Fund programs within the Division.
- **Category Expenditure Summary** - A chart comparing FY 2017-18 actual expenditures, FY 2018-19 budgeted and projected expenditures, and budgeted expenditures for FY 2019-20 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 - 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 2017-18 beginning balance, FY 2018-19 beginning budgeted and projected balance, and budgeted beginning balance for FY 2019-20.
- **Revenue Summary** - A chart comparing FY 2017-18 actual revenues, FY 2018-19 budgeted and projected revenues, and budgeted revenues for FY 2019-20.
- **Expenditures by Program** - A chart comparing FY 2017-18 actual expenditures, FY 2018-19 adjusted budget and projected expenditures and budgeted expenditures for FY 2019-20 by program within the Division.
- **Ending Net Working Capital Balance** - A chart comparing FY 2017-18 ending balance, FY 2018-19 ending budgeted and projected balance, and budgeted ending balance for FY 2019-20.
- **Expenditures by Category** - A chart comparing FY 2017-18 actual expenditures, FY 2018-19 budgeted and projected expenditures, and budgeted expenditures for FY 2019-20.
- **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 13 - 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 Technology, Contract Fleet Services, Fleet Replacement Reserve, Medical Insurance, Workers' Compensation and General Liability Self-Insurance Funds.

Reader's Guide to the Budget

Chapter 14 - Capital Improvement Program

This chapter presents the City's Capital Improvement Program (CIP) budget for Fiscal Year 2019-20. 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 2019-20 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 2019-20 CIP budget.

Chapter 15 - 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 16 – 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 17 - Staffing

This section includes a staffing schedule, by position and category, for Fiscal Years 2015-16 to 2019-20. Position changes included in the FY 2019-20 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. Information on pensions and pension funding levels is presented in this section too.

Chapter 18 – 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.

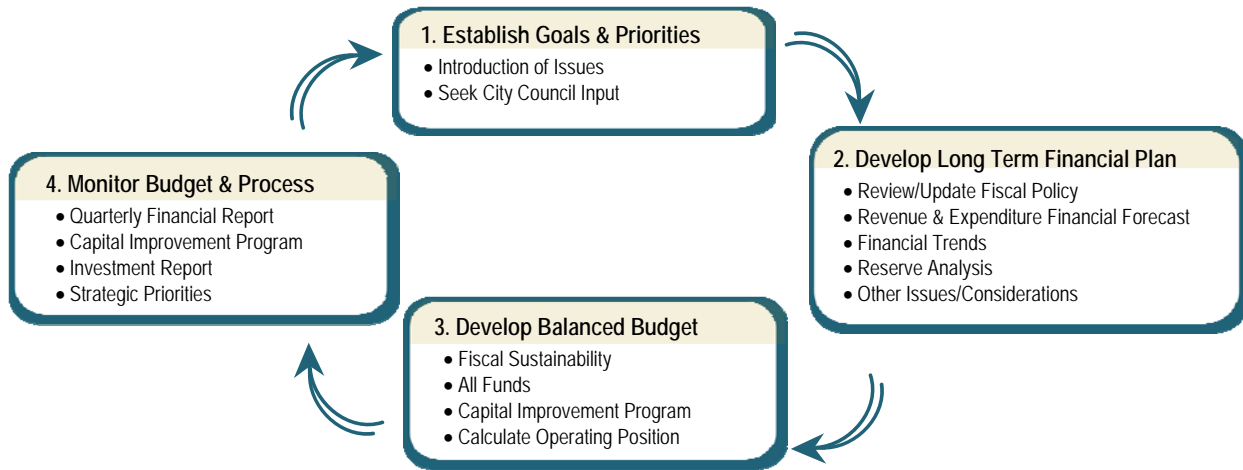




Budget Summary

Fiscal Year 2019-20

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 2019-20 budget follows:

- Total City operating budget (excluding fund balances, capital outlay, debt service, and transfers between funds) amounts to \$121.8 million, compared to last year’s operating budget of \$114.6 million.
- General Fund total revenues total \$67.6 million, which is a 3.0% decrease from the FY 2018-19 adjusted budget of \$69.7 million. General Fund total expenditures (including transfers and one-time expenditures) total \$71.0 million, a 9% 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 of \$1.2 million, one-time transfers of \$1.0 million, and other one-time costs of \$1.8 million) amounts to \$66.9 million, which is an increase of 4.9% from last year. Operating revenues total \$67.3 million when adjusted by \$270,000 for one-time transfers and donations.



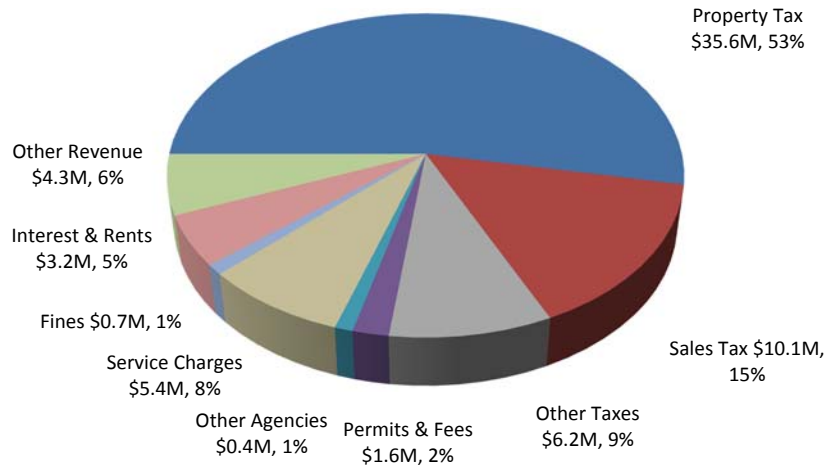
- The Capital Improvement Program totals \$14.8 million and the Maintenance program totals \$6.2 million.
- A net FTE total 3.75 decrease in City positions are included in the budget.
- The OCSD Police contract increases to \$16.1 million, with \$16.0 million in the General Fund and \$0.1 million in the Police Grants Fund.
- The Fire contract with OCFA is \$9.4 million, which includes the base fire contract, and maintenance and replacement costs.



Budget Summary

Fiscal Year 2019-20

General Fund Revenue: \$67,608,790



Revenues

General Fund total revenues amount to \$67.6 million. Revenues in the General fund are budgeted to decrease by 3% over the FY 2018-19 adjusted budget. Available fund balance will be reduced to fund one-time capital costs and studies.

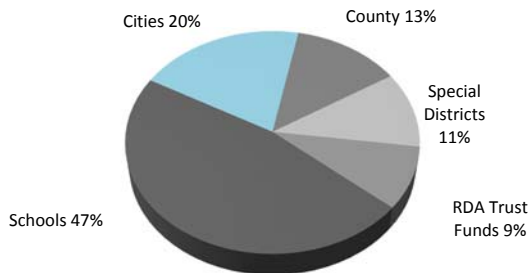
Taxes, fines, interest and rents, and miscellaneous income increase from FY 2018-19. Taxes represent about 77% of General Fund revenues and are budgeted to increase by 3%, or \$1.6 million, in FY 2019-20. Property, sales, franchise and business license taxes all reflect budget increases as a result of the strong economy and development in the City. Fines increase remain the same as FY 2018-19 adjusted budget. Interest and rents increase due to interest rate increases and increased rental revenue from City facilities.

Intergovernmental, permits and fees, service charges 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. Service charge revenue decreases based on lower recreation and inspection fees.

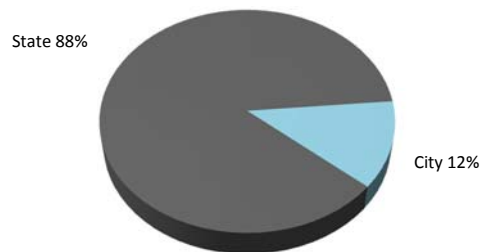
Where the Typical Orange County

Property Tax Dollar Goes

(Locally Assessed 1% Basic Levy)



Where the Sales Tax Dollar Goes

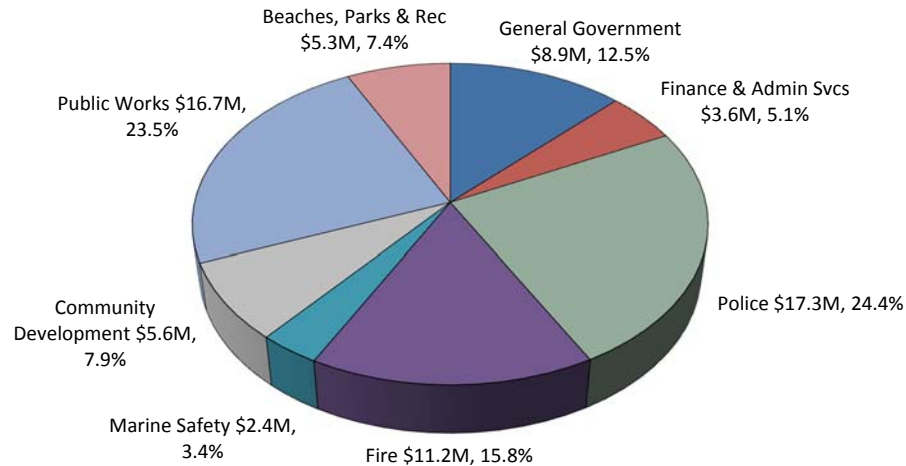




Budget Summary

Fiscal Year 2019-20

General Fund Expenditures: \$71,007,150
(Includes one-time expenditures)



Expenditures

General Fund total expenditures decline by 9% to \$71.0 million from last years adjusted budget of \$78.3 million. Once expenditures are adjusted for one-time items, operating expenditures increase 5% from the FY 2018-19 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 cost-of-living increases, applicable step increases, changes to staff positions and FTE's, and multiple FY 2018-19 vacancies requiring budget savings to be transferred to contractual services. Also, a one time contribution of \$400,000 for pension costs is included in personnel. Debt service, which is the funding of the past service pension costs for safety plans, remains at \$1.3 million. 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 increased slightly by from FY 2018-19. This increase is due to public safety contract increases (police, fire, and ambulance), and the cost of water utilities. Decreases in contractual services are related to one-time costs (SCRides program, building plan review services, the Local Coastal Plan and other contract assistance in Community Development). FY 2019-20 capital outlay is lower by \$6.4 million as the result of multi-year capital projects budgeted in FY 2018-19, such as the City Hall Relocation and remodel of Calle Negocio building. FY 2019-20 one-time expenditures include \$1.2 million for capital projects, studies and grant related activity, \$1.0 million for one-time transfers, and \$1.8 million for one-time costs.

Financial Forecast:

The City's five-year financial forecast has been updated with the FY 2019-20 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 2019-20, followed by negative operating positions beginning in FY 2020-21. 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

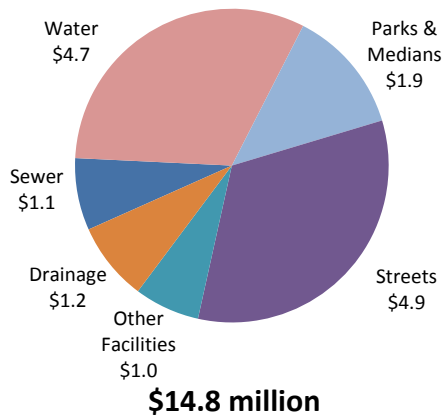
Fiscal Year 2019-20

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 2019-20 is \$14.8 million. There are a total of 35 capital improvement projects included in this budget.

The Capital Improvement Program is divided into six major categories. FY 2019-20 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, Del Mar Electrical Services and Street rehabilitation, and CDBG Sidewalk improvements.

Major improvements to water infrastructure include the Blanco Pump Station rehabilitation, and Well Filter Plant rehabilitation.

Sewer improvements include WRP Electrical System replacement and Aeration Blower Improvements, Arenoso Lan Sewer rehabilitation and Sewer System SCADA implementation.

Significant project funding in the FY 2019-20 budget are noted below:

Spending Around Town

Blanco Pump Station Rehabilitation	\$ 2,800,000
FY 2020 Street Improvement Projects	1,500,000
FY 2020 Arterial Street Pavement Maint.	1,450,000
Camino De Los Mares Rehabilitation	1,000,000
Well Filter Plan Rehabilitation	1,000,000
Storm Drain Improvements	1,000,000
Alley Pavement Rehabilitation	690,000
Recycled Water Expansion Phase II	500,000
WRP Electrical System Replacements	500,000
LPVH Two Soccer Fields Synthetic Turf	500,000
Calle Real Pump Station Rehabilitation	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 2019-20 fiscal year.

Financial Overview

Fiscal Year 2019-20

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, Enterprise Funds, and Internal Service Funds. The City has 26 budgeted funds. The total All Funds budget for FY 2019-20, including fund balances and reserves, amounts to \$252.9 million, with \$144.9 million of budgeted expenditures. The following table illustrates the \$144.9 million All Funds expenditure budget, by fund type, for FY 2019-20:

The FY 2019-20 budget reflects the operating and capital spending plans for the City

Total spending plan = \$144.9 million

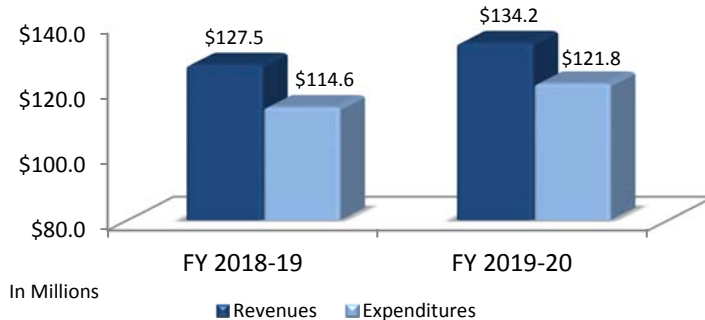
Fund Type	FY 2019-20
General Fund	\$71,007,150
Special Revenue Funds	6,857,990
Capital Project Funds	3,559,030
Enterprise Funds	51,514,980
Internal Service Funds	11,912,840
Total Spending Plan	\$144,851,990

For All Funds, Beginning Fund Balance is projected at \$113.5 million at the start of FY 2019-20 and Ending Fund Balance for FY 2019-20 is projected at \$108.1 million, a decrease of \$5.4 million. The following graph and table present the FY 2019-20 operating budget, as compared to the FY 2018-19 adopted operating budget, for All Funds:

All Funds Operating Budget Comparison FY 2018-19 to FY 2019-20

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

 The City's All Fund Operating Revenues Exceed Expenditures



Total operating revenues amount to \$134.2 million

All Fund Revenues	FY 2018-19 ¹	FY 2019-20
All Funds Revenues	\$ 135.1 M	\$ 139.4 M
One-time revenues*	(0.2 M)	(0.8 M)
Transfers to other funds	(7.4 M)	(4.4 M)
Total All Funds Operating Revenues	\$ 127.5 M	\$ 134.2 M

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

Total operating expenditures, excluding capital and transfers, amount to \$121.8 million

All Fund Expenditures	FY 2018-19 ¹	FY 2019-20
All Funds Expenditures	\$ 138.2 M	144.9 M
Capital outlay/studies	(15.4 M)	(17.0 M)
Transfers to other funds	(7.4 M)	(4.4 M)
One-time costs*	(0.8 M)	(1.7 M)
Total All Funds Operating Expenditures	\$114.6 M	\$121.8 M

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

¹ Based on the FY 2018-19 Adopted Budget

Financial Overview

Financial Overview – All Funds

Revenues total \$139.4 million, a 3.0% decrease from the FY 2018-19 adjusted budget, while expenditures are budgeted at \$144.9 million, a 23.0% decrease from the FY 2018-19 adjusted budget. Excluding one-time items, All Funds operating revenues increase \$6.7 million and operating expenditures increase \$7.2 million. Revenues increase in taxes, service charges, and interest and rents, while permits and fees, intergovernmental and other revenues and financing sources decline, when compared to the prior year's adjusted budget. Expenditures decrease in contractual services, capital outlay, and interfund transfers, Personnel, other charges, and interdepartmental increase from the FY 2018-19 adjusted budget. Significant revenue and expenditure changes are outlined below.

All Funds Revenue total \$139.4 million

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

- All Fund tax revenues are up by \$1.6 million, or 3%, with Property Tax up 4% due to growth in assessed valuations, development, and property resale activity. Sales Tax revenue is essentially flat, lower by only 0.2%, or \$25,000, based on anticipated consumer spending and one-time receipts in FY 2018-19.
- Permits and Fees show a \$211,000 decrease, or 9%, mainly due to lower budgeted revenues for building related permits and lower budget amounts for impact fees. Infill and Sea Summit residential development amounts account for most of these revenues.
- Intergovernmental revenues decline \$3.6 million, or 40%, mainly the result of one-time grants in the prior year including \$0.9 million for a grant for SCRides, \$1.3 million for a Safe Routes to School grants, and \$0.9 million for street and sidewalk projects.
- Service charges increase by \$2.2 million, or 5%, mainly based on water rates which increase in January 2020, ambulance service charges, and other revenues.
- Interest & rents increase \$747,000, or 16%, mostly resulting from higher interest rates.
- Other Revenues and Financing Sources show a decrease of \$5.4 million in total, mainly from decreases to transfers. This decrease from FY 2018-19 is mostly due to a \$2.5 million transfer to the Reserve Capital Project Fund and other capital related transfers. In FY 2019-20, transfers include a \$100,000 for 910 Calle Negocio Remodel project costs, \$1.0 million to fund reserves, and other transfers to support capital projects. General Fund overhead recovery is budgeted to increase \$0.4 million.

All Funds Expenditures total \$144.9 million

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

- Capital outlay is reduced \$31.7 million as multi-year projects are either in progress or will be completed in FY 2018-19. These include most significantly the Negocio Building Remodel project in the General Fund and a variety of Transportation, Water and Sewer projects in other Funds. FY 2019-20 capital activity is discussed later in this section.
- Salaries and benefits increase by 7% overall, or \$2.0 million, primarily due to salary increases and other provisions of the three-year employee labor agreement in place. Retirement costs have also increased due to changes in actuarial assumptions. Additional Information is located in this Budget's Staffing section.
- Contractual services decrease \$6.9 million, or 12%, overall, although increases are realized under 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, one-time contract staff assistance in Community Development, and several Water and Sewer maintenance projects located in multiple funds.
- Other charges increase by \$480,000, or 3%, primarily resulting from increases to depreciation, when compared to the prior year.
- Interfund transfers decrease \$6.9 million based on FY 2018-19 one-time transfers to support capital project activity.
- Debt service costs remain the same at \$2.2 million.

Financial Overview

Water rates increase by about 9% in January 2020

Water and Sewer Rates

Water rates increase on January 1, 2020 by about 9.0% for the majority of single family residences, based on the 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. A uniform rate structure was approved with annual increases in January to the fixed meter and water consumption charges through 2022 to rebuild operating and depreciation fund balances.

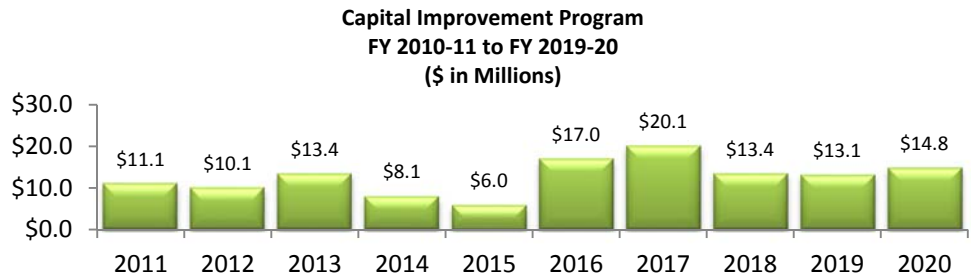
Sewer rates are being reviewed as part of a Cost-of-Service Study

Sewer rates are anticipated to change during FY 2019-20 because sewer charges do not fully recover the costs to operate the City's sewer system and the costs for maintenance of the system's infrastructure. A Sewer Cost-of-Service Study, expected to be completed during FY 2019-20, will examine the current cost structure and make recommendations for a new rate structure to fully recover costs and to proportionally allocate costs amongst the City's various customer classes. Sewer rates are anticipated to increase 6% as a result of the study.

Capital Improvement Program (CIP)

The following chart depicts the spending pattern of the City's Capital Improvement Program over the past ten years.


 \$476.4 million in Capital Improvements since 1993

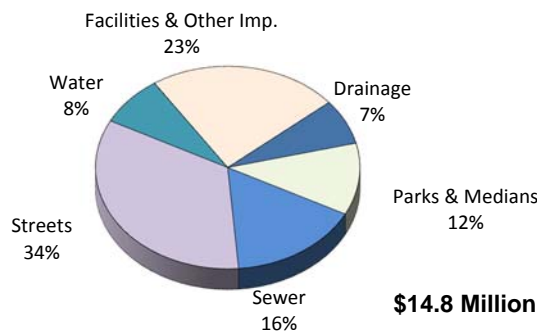


Capital Projects funded in FY 2019-20 total \$14.8 million

Capital Improvement Projects

The City's Capital Improvement budget in FY 2019-20 amounts to \$14.8 million, compared to \$13.1 million the previous year. There are 35 capital improvement projects scheduled in the FY 2019-20 program. Capital project expenditures, by category, are planned as follows:

 Street and Facilities & Other projects are 57% of CIP Budget for FY 2019-20



The largest projects are \$2.8 million for Blanco Pump Station rehabilitation; \$1.5 million for FY 2019-20 Street Improvement Projects; \$1.45 million for FY 2019-20 Arterial Street Pavement Maintenance; and \$1.0 million for Camino De Los Mares Rehabilitation – Ave. Vaquero to I-5 in the FY 2019-20 Capital Improvement Budget.

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

Maintenance and Other Projects

The City's maintenance and other projects budget in FY 2019-20 is \$6.2 million for 25 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 85% of the total costs.

Financial Overview

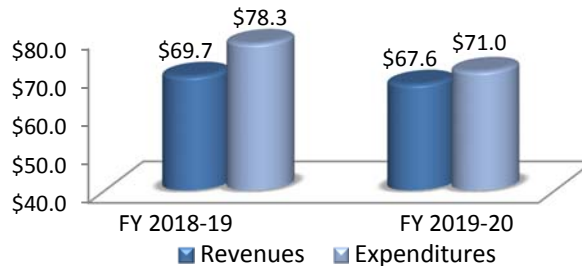
General Fund Overview

General Fund total revenues equal \$67.6 million...General Fund total expenditures equal \$71.0 million

General Fund total revenues amount to \$67.6 million, 3% lower than the FY 2018-19 adjusted budget. General Fund total expenditures equal \$71.0 million, a decrease of 9% from the prior year's adjusted budget. These amounts include one-time costs. The following graph shows the General Fund budget for FY 2019-20 compared to the FY 2018-19 adjusted budget:

**General Fund Revenues & Expenditure Comparison
FY 2018-19 to FY 2019-20**

(\$ in millions)



Includes one-time costs and capital expenditures from reserves

General Fund Operating Budget

General Fund operating revenues = \$67.3 million

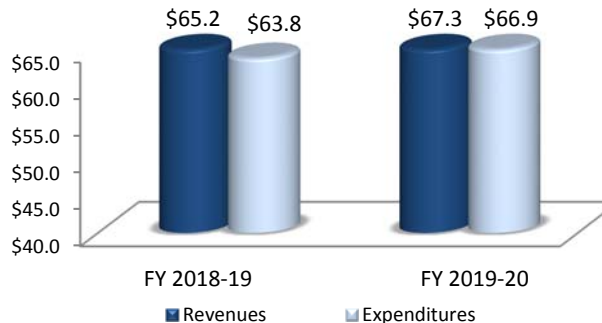
Operating revenues and expenditures exclude one-time receipts and expenditures, such as capital outlay and one-time transfers; show a more precise picture of the City's fiscal and operating position. General Fund operating revenues for FY 2019-20 amount to \$67.3 million, which is less than the \$67.6 million total revenue amount due to one-time transfers of \$100,000 and one time donations of \$170,000. General Fund operating revenues increase 3.4% from the FY 2018-19 adopted budget.

General Fund operating expenditures = \$66.9 million

General Fund operating expenditures for FY 2019-20 total \$66.9 million and exclude one-time capital costs, studies, and grant related costs of \$1.2 million, one-time transfers of \$1.0 million to other funds, and other one-time costs of \$1.8 million. Operating expenditures increase by 4.9% from the FY 2018-19 adjusted operating position.

**General Fund Operating Budget Comparison
FY 2018-19 to FY 2019-20**

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



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

General Fund has a positive operating position of \$401,740 for FY 2019-20

General Fund Revenues	FY 2018-19	FY 2019-20
General Fund Total Revenues	\$69.7 M	\$67.6 M
One-time revenues*	(2.4 M)	(0.2 M)
One-time transfers in	(2.1 M)	(0.1 M)
Total General Fund Operating Revenues	\$65.2 M	\$67.3 M


* One time revenues include grants, donations, and other one-time amounts.

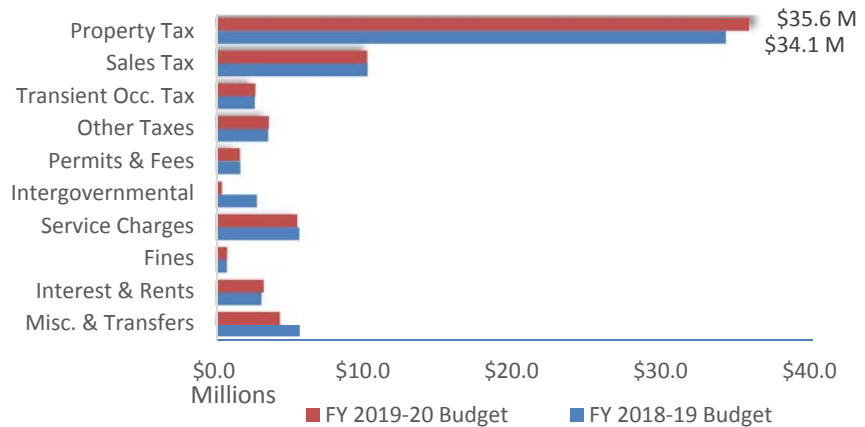
Financial Overview

General Fund Expenditures	FY 2018-19	FY 2019-20
General Fund Total Expenditures	\$78.3 M	\$71.0 M
Capital outlay or major projects	(8.0 M)	(1.3 M)
Other one-time costs	(3.2 M)	(1.0 M)
One-time transfers to other funds	(3.3 M)	(1.8 M)
Total General Fund Operating Expenditures	\$63.8 M	\$66.9 M

General Fund Revenues

General Fund revenues are impacted by economic changes and other factors. General Fund revenue increases are expected in most taxes (property, transient occupancy taxes, and franchise), interest and rents, and miscellaneous revenues. Decreases are anticipated in sales taxes, permits and fees, intergovernmental, service charges and interfund revenues. The following chart provides a comparison of the FY 2018-19 adjusted revenue budget to the FY 2019-20 revenue budget:

 FY 2019-20 Property Taxes represent 53% of total General Fund revenues



General Fund Revenues by Category

Revenue Categories	2018-19 Budget	2018-19 Projected	2019-20 Budget	Dollar Change	% Bud 18-19 To Bud 19-20
Taxes	\$50,361,000	\$50,417,200	\$51,948,200	\$1,587,200	3%
Permits & Fees	1,635,040	1,643,210	1,614,200	(20,840)	-1%
Intergovernmental	2,744,400	2,672,090	396,100	(2,348,300)	-86%
Service Charges	5,575,390	5,558,890	5,447,810	(127,580)	-2%
Fines	730,230	603,000	730,230	0	0%
Interest & Rents	3,048,380	3,171,310	3,213,540	165,160	5%
Miscellaneous	123,100	127,650	399,750	276,650	225%
Interfund Revenue	5,460,400	5,460,400	3,858,960	(1,601,440)	-29%
General Fund Revenue	\$69,677,940	\$69,653,750	\$67,608,790	(\$2,069,150)	-3%

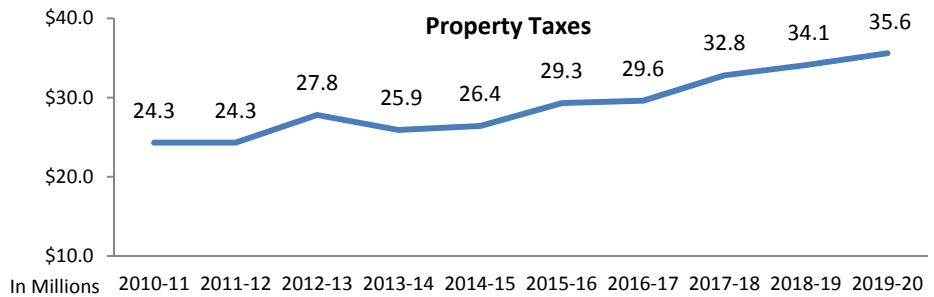
Taxes amount to \$51.9 million, or 77% of total General Fund revenues

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 2018-19 adjusted budget to the FY 2019-20 budget.

Property taxes increase by \$1.5 million, or 4.6%


Property Taxes account for 53% of total General Fund revenues and are budgeted to increase by \$1.5 million, or 4.6%, for FY 2019-20, based on assessed valuation increases and property sales activity. New development and recapture of temporary assessment reductions from prior years also account for some of the gains. The chart that follows shows the City's ten year Property Tax revenue history, including Transfer Tax:

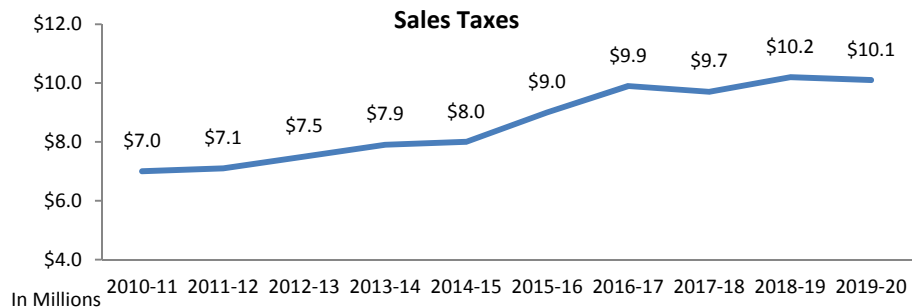
Financial Overview



Sales taxes decrease \$25,000, or 0.2%

Sales Taxes decrease by 0.2%, or \$25,000, to \$10.1 million, which is essentially flat with the FY 2018-19 amount, due to excess receipts in FY 2018-19. Also, consumer spending is showing little growth, with some weakness in the restaurant category. The City's top three sales tax industries are consumer goods, restaurants, and fuel. Development in the City over the last several years, including the San Clemente Outlet Mall and the Estrella shopping center, resulted in sales tax revenue increases for the City within the last five years. Additional stores and restaurants are anticipated at these locations in future years, but no additional revenue is included in the FY 2019-20 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 \$24,000, or 1%, and *Business License* revenues grow by \$12,000, or 1%. *Transient Occupancy Taxes* increase 1.9%, or \$50,000, due to anticipated changes as a result of anticipated hotel revenue and the implementation of the city-wide STLU ordinance.

Service Charge revenues decrease by \$128,000, or 2%, driven by decreases in inspection and recreation program fees. Revenue from *Fines* remains the same at \$730,230.


Interest and Rents increases by \$165,000, or 5%, based on higher interest rates as well as growth in rental revenue from City rentals. The City still rents a portion of the Negocio building, which is where the City office remodel is being completed. *Miscellaneous Revenues* increase by \$277,000, mainly from expected sidewalk repair reimbursements for capital activity and Little League donations for a sport park project.

Permits and Fees decrease by \$21,000, or 1%, due to decreases projected in construction permits in the coming year. *Intergovernmental* revenues decline \$2.3 million, generally a result of a variety of one-time grants received in the prior year. A decrease in *Interfund Revenue* of \$1.6 million is due to a decline of one-time transfers from other funds to the General Fund, as compared to the prior year, while overhead charges increase by \$0.4 million.

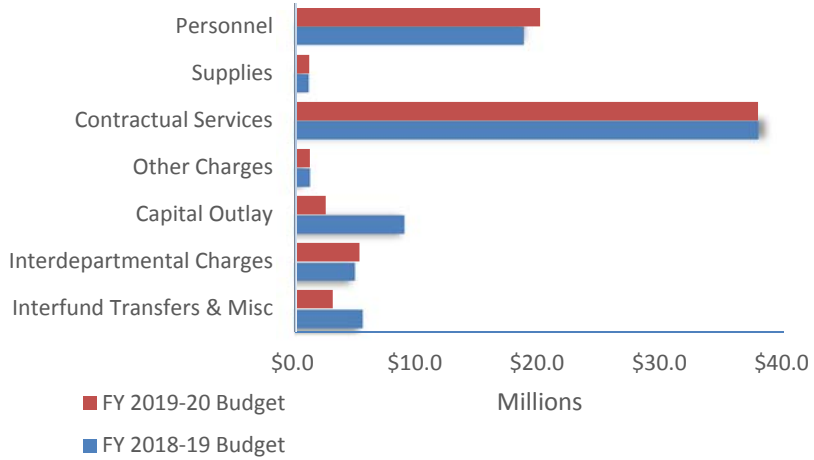
Financial Overview

General Fund Expenditures

General Fund expenditures presented on the following chart compare the adjusted expenditure budget for FY 2018-19 and the FY 2019-20 expenditure budget, by category:

 Expenditures increase in personnel, other charges, and interdepartmental charges

General Fund Expenditures by Category



Total General Fund expenditures decrease by \$7.3 million, or 9%

Personnel costs increase by \$1.4 million, or 7%

The FY 2019-20 budget reflects total General Fund expenditures of \$71.0 million, decreasing from the prior year's adjusted budget by \$7.3 million, or 9%. A decrease is seen in supplies, contractual services, other charges, capital outlay and interfund transfers, while personnel, interdepartmental charges and debt service expense categories have budgeted increases.

Personnel costs, at \$20.0 million, increase in total by \$1.4 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 2019-20 budget also incorporates planned step increases for eligible employees. Growth of about 6% for retirement expenses is also reflected in the FY 2019-20 budget reflect a variety of factors. Retirement costs include a one-time payment of \$400,000 to the Marine Safety Plan, additional costs related to CalPERS phasing in a lower discount rate assumption and other contribution increases to pay the Unfunded Accrued Liability related to past service costs. These required contribution increases are somewhat offset by increased employee pickup of retirement costs, per the current MOU agreement.

A variety of staffing changes are being address through the budget. These include position reclassifications and a variety of position additions and deletions. These changes result in a net 4.25 FTE decrease in total positions, with a 2.25 FTE decrease in the General Fund. More detail on these position changes can be found in the Staffing section of the budget document.

Supplies costs decrease \$26,000, or 2%, as compared to the prior year, the result of decreases in one-time expenses for Office Furniture and Equipment that were incurred in the prior year.

In total, *Contractual Services* decreases by \$41,000, or 0.1%, with increases seen in Police and Fire Services contracts and water costs. Increases are occurring as maintenance contracts were bid and higher amounts were received due to prevailing wage considerations. These increases in the various areas 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 \$0.6 million, or 3.8%, from \$15.4 million to \$16.0 million in the General Fund, mainly due to staffing and personnel cost increases for the OCSD labor group for sworn officers. Negotiations will take place with the union and additional increases may occur during the FY 2019-20 year. An amount has been estimated and budgeted to offset those impacts. Police services staffing levels in FY 2018-19 increased by two Deputy positions and in FY 2019-20, during the budget process) two more Deputy positions and a Crime Prevention Specialist position were added.

The Orange County Fire Authority (OCFA) fire services base contract includes a base budget increase of \$639,000, or 7.5%. The total OCFA contract amounts to \$9.3 million, comprised of the base contract (\$9.2 million), and vehicle replacement (\$132,000). The fire contract also includes the City's additional share of a 4th firefighter as OCFA phases-in the cost for this increase in service level with the City. The City also contracts with CARE Ambulance Services for two full time ambulances in the City and the total Fire Services budget also includes \$1.3 million for this additional service.

Other charges decrease \$75,000, or 6%, while *Interdepartmental Charges* increase 6%, or \$320,000, mostly attributed to increased charges for replacement reserves for equipment and other City assets.

Capital outlay costs are reduced by \$6.4 million as the result of a variety of multi-year capital projects budgeted in prior years, most significantly the relocation of City Hall and the Safe Routes to School projects.

Miscellaneous remains the same at \$1.3 million for the Unfunded Liability for past Public Safety employees, which is now paid from the Public Safety programs. *Interfund Transfers* decrease \$2.5 million or 58%, primarily due to a \$2.5 million one-time transfer to the Capital Project Reserve fund done in FY 2018-19. In FY 2019-20, a total of almost \$1.8 million will be transferred to other funds from the General Fund, as shown below:

General Fund transfers to other funds are \$1.8 million

Fund Transferred To	Amount	Purpose
Gas Tax Fund	\$ 14,590	<i>Senior mobility</i>
Street Improvement Fund	756,290	<i>Street program</i>
AQMD Fund	13,160	<i>Trolley Support</i>
Facilities Maintenance Fund	380,000	<i>Reserve contributions</i>
Accrued Leave Reserve	225,000	<i>Reserve contributions</i>
Park Asset Reserve	400,000	<i>Reserve contributions</i>
Total	\$1,789,040	


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.

Finance and Administrative Services increases slightly by \$9,950. *Police Services* increases \$1,301,000, or 8%, related to OCSD contract increases and allocation of unfunded past public safety pension costs. *Fire Services* shows a \$1,063,000, or 10% overall increase, primarily from OCFA contract increases and allocation of unfunded past public safety pension costs. *Marine Safety* increases \$475,000 due mainly to the \$400,000 one-time pension payment. *Beaches, Parks and Recreation* increases by \$250,000 due to contractual services and personnel costs.

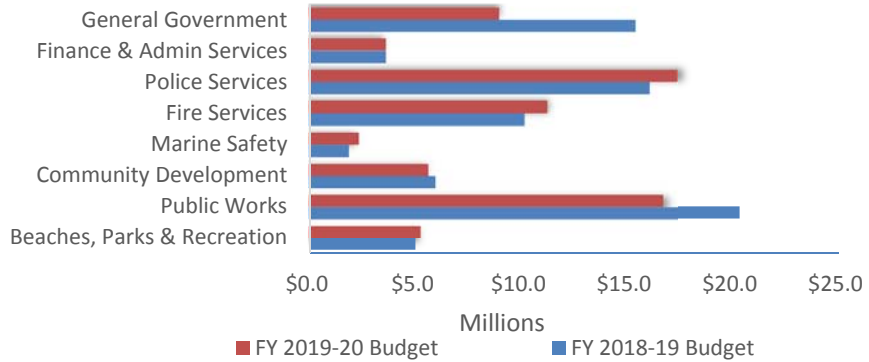
General Government decreases \$6.4 million from decreased capital outlay, the remodel of the 910 Calle Negocio building, and the \$2.5 million transfer for capital purposes. *Community Development* is lower by \$342,000, or 6%, mostly due to Housing Element and Local Coastal Plan projects and one-time staffing assistance in the prior year. *Public Works* decreases by

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\$3.6 million, mainly the result of a net decrease in capital projects and other one-time items in FY 2019-20, such as the SCRides program.

 Public Safety and Beaches, Parks & Recreation budgets increase in FY 2019-20

General Fund Expenditures by Department



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

General Fund Expenditures by Department

Departments	2018-19 Budget	2018-19 Projected	2019-20 Budget	Dollar Change	% Bud 18-19 To Bud 19-20
General Government	\$15,357,570	\$15,278,500	\$8,949,660	(\$6,407,910)	-42%
Finance & Admin Services	3,621,000	3,449,280	3,630,950	9,950	0%
Police Services	16,028,160	16,017,850	17,329,520	1,301,360	8%
Fire Services	10,138,270	10,144,270	11,201,440	1,063,170	10%
Marine Safety	1,881,130	1,860,540	2,356,080	474,950	25%
Community Development	5,952,820	5,729,920	5,610,820	(342,000)	-6%
Public Works	20,328,400	19,954,700	16,672,850	(3,655,550)	-18%
Beaches, Parks & Rec.	5,005,820	4,768,010	5,255,830	250,010	5%
General Fund Expenditures	\$78,313,170	\$77,203,070	\$71,007,150	(\$7,306,020)	-9%

Public Safety costs for FY 2019-20 = 45% of GF Operating Expenditures

In FY 2019-20, \$32.1 million, or 45%, of General Fund operating expenditures are budgeted for public safety: \$17.3 million for Police Services (includes \$0.7 million for pension payment); \$11.2 million for Fire, which includes \$0.5 million for a pension payment and \$1.3 million for Ambulance Services; \$2.4 million for Marine Safety; and \$1.2 million for Code Compliance.

Reserve Contributions

The 2019 Long Term Financial Plan recommended transfers of \$225,000 to the Accrued Leave Reserve, \$400,000 to the Park Asset Replacement Reserve and \$380,000 to the Facilities Maintenance Reserve, which are all included in the FY 2019-20 budget. The Council Contingency reserve is funded at \$48,000, which is reduced from the \$100,000 in previous years to fund public safety. FY 2019-20 reserve contributions are summarized below:

Reserve transfers are per recommendations in the 2019 Long-Term Financial Plan

Reserve Description	Contribution
Accrued Leave Reserve	\$ 225,000
Park Asset Replacement Reserve	400,000
Facilities Maintenance Reserve	380,000
Council Contingency Reserve	48,000
Total	\$ 1,053,000


Emergency reserve is 20% of operating expenditures, or \$13.4 million and is fully funded.

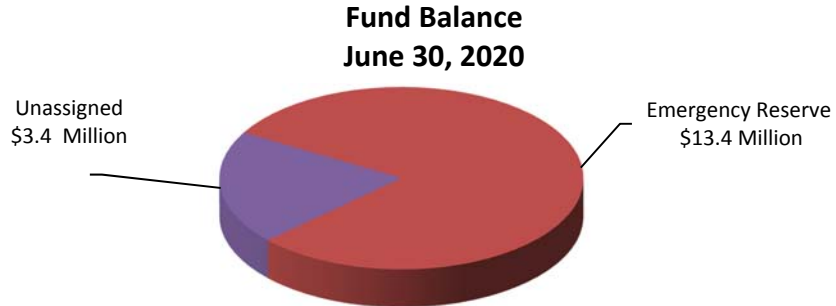
Fund Balance – General Fund

The FY 2019-20 ending fund balance projected for the General Fund is a total of \$16.8 million, including an Emergency Reserve and Unassigned Fund Balance. The General Fund Emergency Reserve increases by \$655,000, to \$13.4 million. This represents 20% of operating expenditures for FY 2019-20, as per the City's fiscal policy and would be used for stabilization

Financial Overview

of services in an emergency. The General Fund's Unassigned Fund Balance is projected to be \$3.4 million at the end of FY 2019-20.



80% of fund balance
is assigned



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

Labor Relations

In FY 2019-20, the City will be in the final 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.


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

Pension funding still continues to increase costs for most cities which are resulting partly from actuarial assumption changes. In addition to the employee's paying their share of the pension costs, San Clemente has taken action by adopting Fiscal Policies to set a minimum target funding level of 90% for each plan. Actuarially determined contributions continue to be made but the City is taking the following additional actions to achieve this funding level in the future:

- A one-time contribution (\$400,000) is budgeted in FY 2019-20 for the Marine Safety Plan
- Budget savings may be used to fund an additional UAL contributions, this includes early pension payment discount savings.

Actions to improve funding levels will result in future cost savings to all funds. These savings improve future operating positions and funding levels over the long term. If one-time resources become available, other one-time contributions may be considered during the fiscal year. In addition to taking these actions, the City continues to review the pension plan activity and make decisions to improve the long term funding of the plans.

A variety of staffing changes net to a decrease of 4.25 FTE for FY 2019-20.

Staffing adjustments and reclassifications are included in the FY 2019-20 budget for a net decrease of 4.25 FTE positions. Further recap of these position changes can be found below and in the Staffing section of this budget document.

The **Finance and Administrative Services** Department includes the elimination of the limited term Revenue Analyst, Deputy Administrative Services Director, and Business Services Officer. These three eliminated positions will be repurposed to a Management Analyst I, Junior Accountant, and Utility Billing Specialist I/II to better meet the needs of the department.

The **Beaches, Parks and Recreation** Department includes the elimination of a part-time Recreation Specialist and addition of a part-time Lead Park Ranger to better meet the needs of the department. In the Administration area, the Administrative Assistant is reclassified to a Senior Administrative Assistant.

The **Community Development** Department includes the elimination of the limited term Building Inspector and Senior Building Inspector in the Building division.

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The **Public Works** Department includes the addition of a Deputy Director and a position change from part-time to full time (+0.5 FTE). These increases are more than offset by the elimination of two positions, a Principal Civil Engineer and a Transportation Manager position.

The **Utilities** Department eliminates a Utility Support/Budget Support position and a Mechanic-In-Training position. The majority of workload performed by the Utility Support/Budget Support position will be reallocated to the new Management Analyst I and existing Utility Billing positions within the Finance and Administrative Services Department.

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.

Five-Year forecast has been updated to reflect FY 2019-20 budget

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.

Forecast shows negative operating positions beginning in FY 2020-21

Forecast Operating Position	2019-20	2020-21	2021-22	2022-23	2023-24
Operating Revenues	\$67.3M	\$69.3M	\$71.1M	\$73.1M	\$75.3M
Operating Expenditures	66.9M	69.6M	72.4M	75.4M	78.6M
Projected surplus/deficit	\$ 0.4M	\$ (0.3M)	\$ (1.3M)	\$ (2.3M)	\$ (3.3M)

Operating deficits projected in future years will be eliminated as part of the budget process. Any positive operating positions achieved in future years will add to the City’s Unassigned Fund Balance in the General Fund. Unassigned Fund Balance provides resources for capital projects, one-time costs and funding to build up reserve and replacement fund balances.

Forecasted General Fund operating revenues increase an average of 2.9% per year

Five Year Financial Forecast – Key Components

General Fund Operating Revenues, in total, are anticipated to increase an average of 2.9% 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 3.7% 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 4.1% per year

General Fund Operating Expenditures are projected to increase at an average rate of 4.1% 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 Sherriff’s Department (OCSD) is projected to increase by an average of 4.0% per year over the remaining forecast period, mainly from

Financial Overview

negotiated increases in personnel wages and benefits. The forecast does not incorporate any changes to staffing levels, beyond the current year. Actual contract amounts for future years are subject to negotiated changes to labor contracts and the City's desired staffing levels.

The base contract with the Orange County Fire Authority (OCFA) for Fire services increases by 4.5%, 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 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 forecast includes the City paying a portion 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 increase estimated at \$200,000 to \$300,000 more per year for the City's active plans over the remaining four years. Additionally, a required payment of \$1.26 million towards the City's unfunded liability payment for its pooled Safety plan, for prior Police and Fire Safety employees, is forecast for FY 2019-20. The forecast does not include adjustments for additional payments of the liability anticipated to occur in FY 2019-20.

More information on the long-term forecast can be found in the City's 2019 Long Term Financial Plan document.

Economic Outlook

In the near term, the U.S. economic expansion, currently in its tenth year, is set to continue with the economy still estimated to grow from 2-3% in the Gross Domestic Product (GDP). The unemployment rate is anticipated to remain flat and may even decrease slightly in the future. It is expected that the expansion should continue over the next couple of years driven by consumer spending, business investments, savings rates and the improving global economy.

There continue to be issues - trade imbalances and barriers, federal deficits, and weakness in labor supply which could effect growth. The depth and breadth of the continued expansion will depend on the mix of fiscal and monetary policy which continues to unfold under current federal administration. Decisions about interest rates, trade considerations, and the impact of tax law changes have the potential to impact the continued expansion, both positively and negatively. Overall, barring unexpected impacts, there should be continued expansion of economic growth.

For Southern California and Orange County, job growth appears to have slowed down in 2017-18, but the unemployment rate remains low and is expected to hover around 3-4% for Orange County for the foreseeable future. Housing prices have continued to grow, but there has been a leveling off of the median home price and sales have been occurring but at a slightly slower

Financial Overview

pace. Construction permits in Orange County have slowed slightly, but are expected to change dramatically in the future as supplies for housing are still needed and can assist in reducing the impact of affordability issues. Generally, local business leaders continue to be optimistic 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".

Budgeted decision packages total \$645,100 for All Funds

Decision Packages

Decision packages incorporated into the budget total \$645,100, of which \$343,850 are for the General Fund and \$301,250 are for other funds. A summary of budgeted decision packages is as follows:

General Fund Decision Packages - Budgeted	Amount
<i>Ongoing:</i>	
Enhanced Trash/Janitorial Service at Events (Recreation) *	5,000
Sand Pushing (Maintenance)	14,000
Sun Protection Rash Guards for Jr. Lifeguards (Marine Safety) *	9,750
 <i>Other – One-Time:</i>	
Utility Vehicle (ATV) (Recreation)	11,000
SCAC and OHBC Replacement Pool Covers (Recreation)	27,100
Christmas Wreath Replacement (Maintenance)	20,000
Ole Hanson Palm Tree Replacements (Maintenance)	52,000
Wireless Masterplan (Planning)	45,000
Site Specific Park Master Plan Studies (Recreation)	50,000
Police Department Improvements (Public Safety)	110,000
 General Fund Total	\$ 343,850
 Other Fund Decision Packages - Budgeted	
<i>Information Technology Strategic Plan – One-Time:</i>	
Electronic Document Management System Assessment	25,000
Cameras and Preventative Maintenance	20,000
GIS Data and Imagery	15,000
 <i>Other – One-Time:</i>	
Balloting for Clean Ocean Fee Renewal (Clean Ocean)	115,000
Marketing for Clean Ocean Fee Renewal (Clean Ocean)	30,000
Additional Funding to Replace Dump Truck #979 (Utilities)	38,000
Replacement of Existing Trencher (Utilities)	40,250
Folding Machine Replacement (Reserve Fund)	10,000
Public Works/Engineering Plotter/Scanner (Reserve Fund)	8,000
Other Funds Total	\$ 301,250
Total Decision Packages - Budgeted	\$ 645,100

* Offset by revenues



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 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 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 sets direction for the development of 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

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. The only debt service fund of the City (Negocio Debt Service Fund) was closed in FY 2017-18.

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 26 budgeted funds, including the General Fund. The only debt service fund of the City (Negocio Debt Service Fund) was closed in FY 2017-18. No further changes to the fund structure are recommended in FY 2019-20.

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>Enterprise Funds</i>	<i>Internal Service Funds</i>
	Street Improvement	Parks Aquisition and Development	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*
- *Risk Financing*
- *Revenues*
- *Utility Rates and Fees*
- *Debt - Short term and Long Term*
- *Investments*
- *Long Term Financial Planning*
- *Pension*

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.

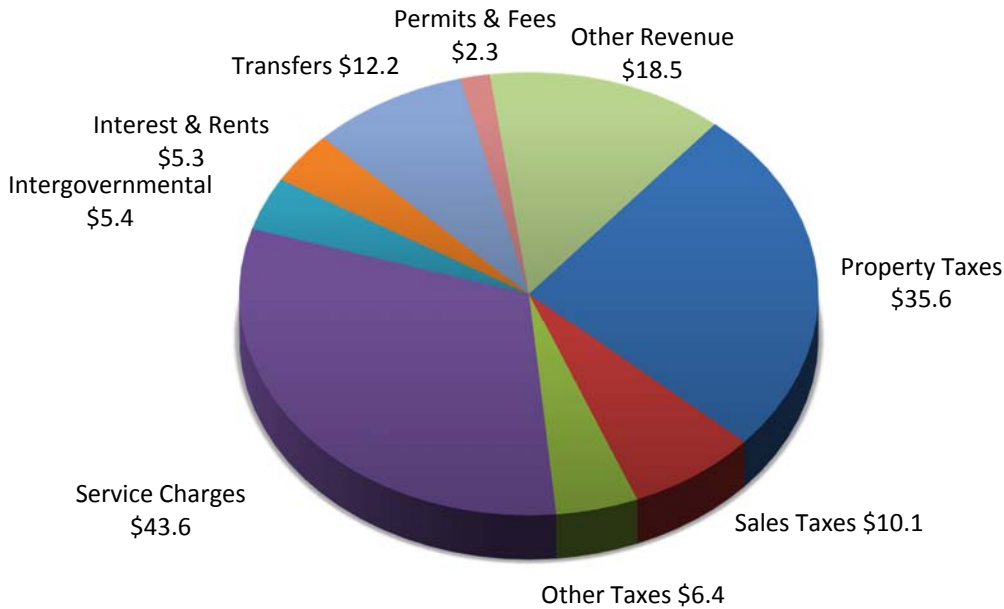
Cost Allocation Plan

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.

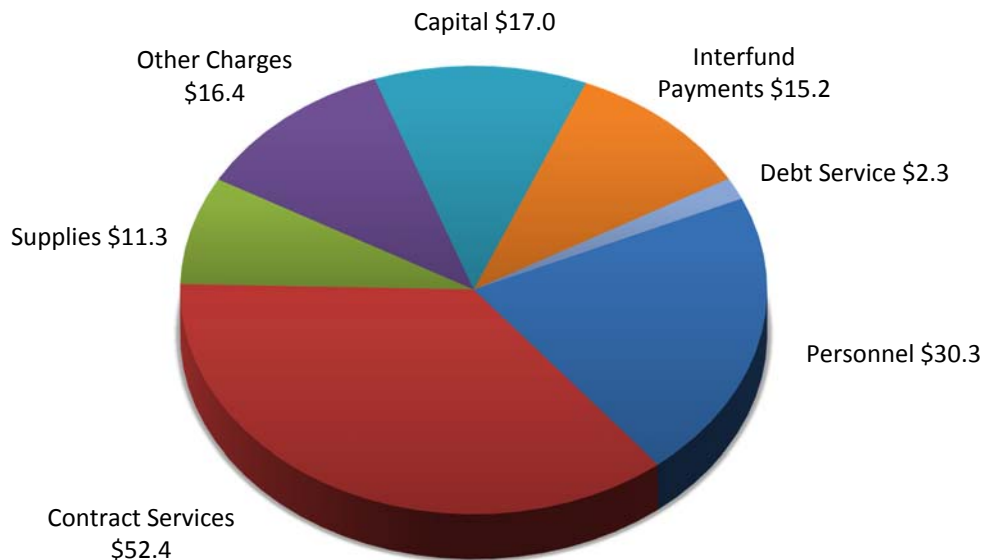
All Funds Budget Overview

Fiscal Year 2019 - 2020

Where the Money Comes From*
(Total \$139.4 million)



Where the Money Goes*
(Total \$144.9 million)¹



*All amounts are rounded

¹ Fund Balance amounts are used for one-time costs.

All numbers show in millions



All Funds Budget Summary

	Beginning Balance	FY 2019-20 Revenues	FY 2019-20 Expenditures	Ending Balance	Changes in Balances	% Change
General Fund	20,162,816	67,608,790	71,007,150	16,764,456	(3,398,360)	-17%
Special Revenue Funds						
Street Improvement	2,839,780	2,133,620	2,816,810	2,156,590	(683,190)	-24%
Gas Tax	902,330	2,914,550	3,096,540	720,340	(181,990)	-20%
Miscellaneous Grants	423,040	350,070	368,200	404,910	(18,130)	-4%
Air Quality Improvement	69,840	457,180	463,570	63,450	(6,390)	-9%
Local Cable Infrastructure	601,450	233,000	2,870	831,580	230,130	38%
Police Grants	209,120	144,000	110,000	243,120	34,000	16%
Capital Project Funds						
Parks Acquisition & Dev.	1,562,000	54,100	269,440	1,346,660	(215,340)	-14%
Local Drainage Facilities	3,299,190	50,500	1,027,420	2,322,270	(976,920)	-30%
RCFPP	983,780	49,660	12,960	1,020,480	36,700	4%
Public Facilities Construction Fee	5,303,560	264,240	310,080	5,257,720	(45,840)	-1%
Developers Improvement	14,677,340	755,050	57,500	15,374,890	697,550	5%
Low/ Moderate Income Housing	2,746,950	4,500	3,630	2,747,820	870	0%
Reserve	12,156,710	1,915,040	1,878,000	12,193,750	37,040	0%
Enterprise Funds						
Water - Operating	3,129,534	23,119,219	22,614,800	3,633,953	504,419	16%
- Depreciation Reserve	5,455,470	3,483,209	5,657,880	3,280,799	(2,174,671)	-40%
- Acreage Fee	799,256	519,051	518,560	799,747	491	0%
- Other Agency	6,113,060	838,061	1,259,390	5,691,731	(421,329)	-7%
Sewer - Operating	524,710	10,810,038	10,964,640	370,108	(154,602)	-29%
- Depreciation Reserve	2,868,357	3,106,526	2,400,590	3,574,293	705,936	25%
- Connection Fee	6,155,503	149,640	32,610	6,272,533	117,030	2%
- Other Agency	2,837,650	261,856	526,920	2,572,586	(265,064)	-9%
Storm Drain - Operating	504,796	1,568,682	1,694,650	378,828	(125,968)	-25%
- Depreciation Reserve	670,364	912,818	571,340	1,011,842	341,478	51%
Solid Waste Management	292,560	192,600	239,910	245,250	(47,310)	-16%
Golf - Operating	(11,636)	2,222,294	2,318,500	(107,842)	(96,206)	827%
- Depreciation Reserve	2,697,052	255,534	13,740	2,938,846	241,794	9%
- Capital Improvement	1,162,124	143,572	3,740	1,301,956	139,832	12%
Clean Ocean - Operating	2,224,524	2,664,623	2,564,180	2,324,967	100,443	5%
- Depreciation Reserve	315,246	7,447	133,530	189,163	(126,083)	-40%
Internal Service Funds						
Central Services	23,730	574,700	585,880	12,550	(11,180)	-47%
Information Technology	537,630	2,041,860	2,116,610	462,880	(74,750)	-14%
Contract Fleet Services	77,620	1,066,542	1,052,800	91,362	13,742	18%
Fleet Replacement Reserve	5,056,610	666,398	768,270	4,954,738	(101,872)	-2%
Medical Insurance	104,900	4,029,600	4,005,510	128,990	24,090	23%
Workers' Compensation	1,594,230	530,000	565,000	1,559,230	(35,000)	-2%
General Liability Self Insurance	4,399,390	3,350,000	2,818,770	4,930,620	531,230	12%
Total All Funds	113,470,586	139,448,570	144,851,990	108,067,166	(5,403,420)	-5%

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
General	\$20,162,816	\$51,948,200	\$1,614,200	\$396,100	\$5,447,810	\$3,213,540	\$3,858,960	\$1,129,980	\$87,771,606
Special Revenue:									
Street Improvement	2,839,780	0	0	1,027,330	0	150,000	956,290	0	4,973,400
Gas Tax	902,330	0	0	2,815,060	0	84,900	14,590	0	3,816,880
Miscellaneous Grants	423,040	0	0	340,070	0	0	0	10,000	773,110
Air Quality Imprvmnt.	69,840	0	0	442,020	0	2,000	13,160	0	527,020
Local Cable Infrastructure	601,450	220,000	0	0	0	13,000	0	0	834,450
Police Grants	209,120	0	0	140,000	0	4,000	0	0	353,120
	5,045,560	220,000	0	4,764,480	0	253,900	984,040	10,000	11,277,980
Capital Projects:									
Parks Acquis. & Dev.	1,562,000	0	23,600	0	0	30,500	0	0	1,616,100
Local Drainage Fac.	3,299,190	0	500	0	0	50,000	0	0	3,349,690
RCFPP	983,780	0	19,660	0	0	30,000	0	0	1,033,440
Pub. Facilities Const.	5,303,560	0	144,240	0	0	120,000	0	0	5,567,800
Developers Imprvmnt.	14,677,340	0	422,330	0	242,720	90,000	0	0	15,432,390
Low/Mod Income Housing Reserve	2,746,950	0	0	0	0	4,500	0	0	2,751,450
	12,156,710	0	0	0	0	160,000	1,731,200	23,840	14,071,750
	40,729,530	0	610,330	0	242,720	485,000	1,731,200	23,840	43,822,620
Enterprise:									
Water- Operating	3,129,534	0	0	200,000	21,861,540	70,679	0	987,000	26,248,753
- Depr. Reserve	5,455,470	0	0	0	0	123,209	0	3,360,000	8,938,679
- Acreage Fee	799,256	0	1,000	0	0	18,051	500,000	0	1,318,307
- Other Agency	6,113,060	0	0	0	0	138,061	0	700,000	6,951,121
Sewer- Operating	524,710	0	1,000	0	10,290,600	11,438	500,000	7,000	11,334,748
- Depr. Reserve	2,868,357	0	0	0	0	62,526	0	3,044,000	5,974,883
- Conn. Fee	6,155,503	0	15,460	0	0	134,180	0	0	6,305,143
- Other Agency	2,837,650	0	0	0	0	61,856	0	200,000	3,099,506
Storm Drain Utility	504,796	0	0	0	1,160,500	17,182	381,000	10,000	2,073,478
- Depr. Reserve	670,364	0	0	0	0	22,818	0	890,000	1,583,182
Solid Waste Mgmt	292,560	0	9,000	16,800	162,000	4,500	0	300	485,160
Golf - Operating	(11,636)	0	0	0	1,787,400	434,894	0	0	2,210,658
- Depr. Reserve	2,697,052	0	0	0	0	24,534	24,000	207,000	2,952,586
- Capital Impr.	1,162,124	0	0	0	0	10,572	0	133,000	1,305,696
Clean Ocean	2,224,524	70	0	0	2,300,000	52,553	0	312,000	4,889,147
- Depr. Reserve	315,246	0	0	0	0	7,447	0	0	322,693
	35,738,570	70	26,460	216,800	37,562,040	1,194,500	1,405,000	9,850,300	85,993,740
Internal Service:									
Central Services	23,730	0	0	0	42,000	3,500	529,200	0	598,430
Information Technology	537,630	0	0	0	0	11,000	2,030,860	0	2,579,490
Fleet- Operating	77,620	0	0	0	0	1,512	1,064,030	1,000	1,144,162
- Replacement	5,056,610	0	0	0	0	98,488	567,910	0	5,723,008
Medical Insurance	104,900	0	0	0	297,500	100	0	3,732,000	4,134,500
Worker's Comp.	1,594,230	0	0	0	0	25,000	0	505,000	2,124,230
General Liability Self Ins.	4,399,390	0	0	0	0	50,000	0	3,300,000	7,749,390
	11,794,110	0	0	0	339,500	189,600	4,192,000	7,538,000	24,053,210
Total All Funds	\$113,470,586	\$52,168,270	\$2,250,990	\$5,377,380	\$43,592,070	\$5,336,540	\$12,171,200	\$18,552,120	\$252,919,156

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
General	\$20,025,800	\$1,136,390	\$37,853,410	\$1,187,500	\$2,491,250	\$7,039,550	\$1,273,250	\$16,764,456	\$87,771,606
Special Revenue:									
Street Improvement	0	0	575,000	0	2,190,000	51,810	0	2,156,590	4,973,400
Gas Tax	0	0	50,000	63,200	2,450,000	533,340	0	720,340	3,816,880
Miscellaneous Grants	0	0	176,100	40,610	130,000	21,490	0	404,910	773,110
Air Quality Imprvmnt.	0	0	463,570	0	0	0	0	63,450	527,020
Local Cable Infrastructure	0	0	0	0	0	2,870	0	831,580	834,450
Police Grants	0	0	110,000	0	0	0	0	243,120	353,120
	0	0	1,374,670	103,810	4,770,000	609,510	0	4,419,990	11,277,980
Capital Projects:									
Parks Acquis. & Dev.	0	0	0	0	260,000	9,440	0	1,346,660	1,616,100
Local Drainage Fac.	0	0	0	0	1,000,000	27,420	0	2,322,270	3,349,690
RCFPP	0	0	0	0	0	12,960	0	1,020,480	1,033,440
Pub. Facilities Const.	0	0	75,000	0	0	235,080	0	5,257,720	5,567,800
Developers Imprvmnt.	0	0	45,000	0	0	12,500	0	15,374,890	15,432,390
Low/Mod Income Housing	0	0	0	0	0	3,630	0	2,747,820	2,751,450
Reserve	260,000	0	0	0	1,618,000	0	0	12,193,750	14,071,750
	260,000	0	120,000	0	2,878,000	301,030	0	40,263,590	43,822,620
Enterprise:									
Water- Operating	3,796,280	8,692,830	2,794,300	4,152,250	40,250	2,238,090	900,800	3,633,953	26,248,753
- Depr. Reserve	0	0	1,150,000	0	4,200,000	307,880	0	3,280,799	8,938,679
- Acreage Fee	0	0	0	0	500,000	18,560	0	799,747	1,318,307
- Other Agency	0	0	1,240,000	0	0	19,390	0	5,691,731	6,951,121
Sewer- Operating	3,051,890	821,350	2,213,300	3,295,090	0	1,583,010	0	370,108	11,334,748
- Depr. Reserve	0	0	950,000	0	1,100,000	350,590	0	3,574,293	5,974,883
- Conn. Fee	0	0	0	0	0	32,610	0	6,272,533	6,305,143
- Other Agency	0	0	0	0	0	526,920	0	2,572,586	3,099,506
Storm Drain Utility	419,800	12,250	155,410	890,520	0	216,670	0	378,828	2,073,478
- Depr. Reserve	0	0	350,000	0	150,000	71,340	0	1,011,842	1,583,182
Solid Waste Mgmt	120,700	20,010	22,000	19,400	0	57,800	0	245,250	485,160
Golf - Operating	975,260	142,700	506,960	344,000	0	314,580	35,000	(107,842)	2,210,658
- Depr. Reserve	0	0	0	0	10,000	3,740	0	2,938,846	2,952,586
- Capital Impr.	0	0	0	0	0	3,740	0	1,301,956	1,305,696
Clean Ocean	415,220	37,430	998,900	215,000	0	897,630	0	2,324,967	4,889,147
- Depr. Reserve	0	0	75,000	0	30,000	28,530	0	189,163	322,693
	8,779,150	9,726,570	10,455,870	8,916,260	6,030,250	6,671,080	935,800	34,478,760	85,993,740
Internal Service:									
Central Services	63,530	56,180	371,490	540	0	57,730	36,410	12,550	598,430
Information Technology	924,410	3,000	835,200	15,600	85,000	253,400	0	462,880	2,579,490
Fleet- Operating	0	373,500	619,120	0	0	60,180	0	91,362	1,144,162
- Replacement	0	0	0	0	749,750	18,520	0	4,954,738	5,723,008
Medical Insurance	0	0	2,550	3,912,500	0	90,460	0	128,990	4,134,500
Worker's Comp.	0	6,100	10,750	507,000	0	41,150	0	1,559,230	2,124,230
General Liability Self Ins.	197,490	1,400	778,350	1,780,130	0	61,400	0	4,930,620	7,749,390
	1,185,430	440,180	2,617,460	6,215,770	834,750	582,840	36,410	12,140,370	24,053,210
Total All Funds	\$30,250,380	\$11,303,140	\$52,421,410	\$16,423,340	\$17,004,250	\$15,204,010	\$2,245,460	\$108,067,166	\$252,919,156

Budget Comparisons By Fund - Revenues

Description	FY 2017-18 Actual	FY 2018-19 Adj Budget	FY 2018-19 Projected	FY 2019-20 Budget	Percent Change
General	\$66,082,441	\$69,677,940	\$69,653,750	\$67,608,790	-3%
Special Revenue:					
Street Improvement	1,309,438	2,052,610	2,092,610	2,133,620	4%
Gas Tax	3,699,640	4,008,070	3,715,990	2,914,550	-27%
Miscellaneous Grants	170,030	808,460	834,080	350,070	-57%
Air Quality Improvement	164,997	773,620	661,420	457,180	-41%
Local Cable Infrastructure	221,591	229,500	231,000	233,000	2%
Police Grants	142,691	102,800	144,000	144,000	40%
Total Special Revenue	5,708,387	7,975,060	7,679,100	6,232,420	-22%
Capital Projects:					
Parks Acquisition & Dev.	132,101	43,100	93,100	54,100	26%
Local Drainage Facilities	31,249	40,500	50,500	50,500	25%
R C F P P	226,340	88,980	118,780	49,660	-44%
Public Facilities Construction Fee	319,938	234,240	264,240	264,240	13%
Developers Improvement	1,370,031	1,178,890	1,209,540	755,050	-36%
Low/Moderate Income Housing Reserve	116,152	2,000	4,500	4,500	125%
Total Capital Projects	6,065,132	6,162,030	6,380,430	3,093,090	-50%
Enterprise:					
Water - Operating	21,376,777	20,996,434	21,441,074	23,119,219	10%
- Depreciation Reserve	3,310,521	3,132,300	3,155,190	3,483,209	11%
- Acreage Fee Reserve	46,721	428,110	435,826	519,051	21%
- Other Agency	831,171	761,446	779,880	838,061	10%
Sewer - Operating	9,208,771	10,534,272	10,435,820	10,810,038	3%
- Depreciation Reserve	3,077,129	3,019,734	3,044,417	3,106,526	3%
- Connection Fee Reserve	709,072	231,818	248,223	149,640	-35%
- Other Agency	316,714	329,456	336,820	261,856	-21%
Storm Drain Utility - Operating	1,543,636	1,548,940	1,548,626	1,568,682	1%
- Depreciation Reserve	930,887	924,560	922,914	912,818	-1%
Solid Waste Management	230,513	192,900	192,600	192,600	0%
Golf - Operating	2,870,814	2,212,267	2,162,124	2,222,294	0%
- Depreciation Reserve	251,590	235,152	250,962	255,534	9%
- Capital Improvement Reserve	153,041	141,981	148,314	143,572	1%
Clean Ocean - Operating	2,658,303	2,648,325	2,664,544	2,664,623	1%
- Improvement Reserve	550,758	1,609,245	1,610,026	7,447	-100%
Total Enterprise	48,066,418	48,946,940	49,377,360	50,255,170	3%
Internal Service:					
Central Services	594,588	531,800	531,800	574,700	8%
Information Technology	2,115,314	2,037,590	2,045,090	2,041,860	0%
Fleet - Operating	764,959	871,724	872,120	1,066,542	22%
- Replacement Reserve	642,440	564,016	617,620	666,398	18%
Medical Insurance	3,357,547	3,854,780	3,547,110	4,029,600	5%
Workers' Compensation	545,027	522,400	536,310	530,000	1%
General Liability Self Insurance	5,545,067	3,019,000	3,073,660	3,350,000	11%
Total Internal Service	13,564,942	11,401,310	11,223,710	12,259,100	8%
Total All Funds *	\$139,487,320	\$144,163,280	\$144,314,350	\$139,448,570	-3%

*Excludes Fund Balances

Budget Comparisons By Fund - Expenditures

Description	FY 2017-18 Actual	FY 2018-19 Adj Budget	FY 2018-19 Projected	FY 2019-20 Budget	Percent Change
General	\$66,585,237	\$78,313,170	\$77,203,070	\$71,007,150	-9%
Special Revenue:					
Street Improvement	1,846,034	8,861,860	7,945,510	2,816,810	-68%
Gas Tax	3,171,161	8,387,080	7,982,760	3,096,540	-63%
Miscellaneous Grants	139,189	829,070	829,070	368,200	-56%
Air Quality Improvement	268,773	880,000	780,000	463,570	-47%
Local Cable Infrastructure	1,906	252,770	252,770	2,870	-99%
Police Grants	101,648	124,760	124,760	110,000	-12%
Total Special Revenue	5,528,711	19,335,540	17,914,870	6,857,990	-65%
Capital Projects:					
Parks Acquisition & Dev.	37,660	265,550	265,450	269,440	1%
Local Drainage Facilities	155,714	381,610	381,610	1,027,420	169%
R C F P P	1,446,445	1,117,930	1,081,090	12,960	-99%
Public Facilities Construction Fee	178,128	2,563,680	2,563,680	310,080	-88%
Developers Improvement	471,150	484,360	484,360	57,500	-88%
Low/Moderate Income Housing Reserve	0	3,470	3,470	3,630	100%
	939,399	3,023,620	2,723,730	1,878,000	-38%
Total Capital Projects	3,228,496	7,840,220	7,503,390	3,559,030	-55%
Enterprise:					
Water - Operating	21,286,486	21,902,730	21,789,580	22,614,800	3%
- Depreciation Reserve	5,815,287	6,361,730	4,963,570	5,657,880	-11%
- Acreage Fee Reserve	266,880	2,127,220	2,085,150	518,560	-76%
- Other Agency	254,874	2,856,870	516,590	1,259,390	-56%
Sewer - Operating	10,411,229	10,839,200	10,555,510	10,964,640	1%
- Depreciation Reserve	2,023,677	11,087,090	10,450,590	2,400,590	-78%
- Connection Fee Reserve	73,781	921,180	921,180	32,610	-96%
- Other Agency	23,242	566,350	564,430	526,920	-7%
Storm Drain Utility - Operating	1,615,701	1,674,940	1,610,170	1,694,650	1%
- Depreciation Reserve	428,786	2,883,170	2,883,170	571,340	-80%
Solid Waste Management	218,628	263,550	264,020	239,910	-9%
Golf - Operating	2,250,158	2,200,920	2,143,660	2,318,500	5%
- Depreciation Reserve	42,627	57,120	57,110	13,740	-76%
- Capital Improvement Reserve	26,324	328,580	328,580	3,740	-99%
Clean Ocean - Operating	2,800,710	3,853,800	3,733,310	2,564,180	-33%
- Depreciation Reserve	521,041	1,453,290	1,453,290	133,530	-91%
Total Enterprise	48,059,431	69,377,740	64,319,910	51,514,980	-26%
Internal Service:					
Central Services	583,175	777,800	759,940	585,880	-25%
Information Technology	2,147,478	2,105,960	1,912,100	2,116,610	1%
Fleet - Operating	942,882	1,061,830	1,025,830	1,052,800	-1%
- Replacement Reserve	367,800	1,120,270	1,127,250	768,270	-31%
Medical Insurance	3,297,708	3,843,080	3,520,260	4,005,510	4%
Workers' Compensation	518,907	576,220	555,190	565,000	-2%
General Liability Self Insurance	3,540,812	2,666,800	2,667,190	2,818,770	6%
Total Internal Service	11,398,762	12,151,960	11,567,760	11,912,840	-2%
Total All Funds *	\$134,800,637	\$187,018,630	\$178,509,000	\$144,851,990	-23%

*Excludes Fund Balances

All Fund Revenues Summary

Description	FY 2017-18 Actual	FY 2018-19 Adj Budget	FY 2018-19 Projected	FY 2019-20 Budget	% Bud 18-19 To Bud 19-20
Beginning Fund Balances	\$142,978,519	\$147,665,236	\$147,665,236	\$113,470,586	-23%
Property Taxes	32,832,413	34,109,070	34,109,310	35,635,270	4%
Transient Occupancy Tax	2,805,716	2,600,000	2,600,000	2,650,000	2%
Sales Tax	9,735,366	10,152,000	10,152,000	10,127,000	0%
Franchise Fees	2,662,082	2,682,000	2,677,000	2,701,000	1%
Business License Tax	1,132,127	1,043,000	1,099,000	1,055,000	1%
Total Taxes	49,167,704	50,586,070	50,637,310	52,168,270	3%
Construction Permits	1,866,996	1,497,800	1,453,200	1,442,190	-4%
Developer Fees	1,792,533	758,240	758,890	607,130	-20%
Alarm Permits	88,215	88,000	88,000	88,000	0%
Miscellaneous Permits & Fees	309,410	118,220	200,790	113,670	-4%
Total Permit & Fees	4,057,154	2,462,260	2,500,880	2,250,990	-9%
Grants	1,821,669	4,297,060	4,071,390	1,103,050	-74%
Motor Vehicle Tax	34,728	35,000	35,000	35,000	0%
Gas Tax Allocations	1,714,823	3,205,000	2,915,600	2,690,600	-16%
Subventions	302,067	247,000	316,900	321,400	30%
Measure M Apportionment	997,507	986,320	986,320	1,027,330	4%
Miscellaneous	719,161	200,000	200,000	200,000	0%
Total Intergovernmental	5,589,955	8,970,380	8,525,210	5,377,380	-40%
Development Permits & Fees	577,092	361,920	363,720	359,420	-1%
Plan Check Fees	1,152,057	819,000	856,000	831,750	2%
General Service Charges	220,870	291,400	234,450	304,450	4%
Imaging of Documents	49,511	42,000	42,000	42,000	0%
Weed Assessments	15,317	12,000	12,000	12,000	0%
Abatement Reimbursements	0	250	0	250	0%
Ambulance Service Charges	1,339,525	1,375,000	1,375,000	1,425,000	4%
Public Safety Service Charges	703	1,600	1,100	1,100	-31%
Marine Safety Program Fees	224,174	203,030	222,050	221,780	9%
Parking Meters & Permits	1,132,486	1,055,000	1,055,000	1,055,000	0%
Solid Waste Service Charges	166,966	140,000	140,000	140,000	0%
Storm Drain Service Charges	1,165,756	1,150,500	1,150,500	1,160,500	1%
Sewer Service Charges	9,163,941	10,020,080	9,920,080	10,290,600	3%
Water Service Charges	19,672,301	19,831,270	20,264,950	21,861,540	10%
Inspection Fees	174,777	207,500	205,500	76,000	-63%
Recreation Program Fees	2,037,894	1,798,610	1,725,990	1,723,280	-4%
Golf Fees	1,861,927	1,787,400	1,737,400	1,737,400	0%
Urban Runoff Mgmt Fees	2,303,304	2,300,000	2,300,000	2,300,000	0%
Total Service Charges	41,258,601	41,396,560	41,605,740	43,592,070	5%
Parking Violations	581,877	650,000	650,000	650,000	0%
Vehicle Code & Court Fines	126,125	125,000	125,000	125,000	0%
Other Fines	162,950	267,830	140,300	267,530	0%
Total Fines	870,952	1,042,830	915,300	1,042,530	0%
Investment Earnings & Interest	1,028,515	1,443,500	1,963,000	2,115,000	47%
Rents & Concessions	3,404,455	3,146,380	3,189,310	3,221,540	2%
Total Interest & Rents	4,432,970	4,589,880	5,152,310	5,336,540	16%
Miscellaneous Income	1,336,198	1,631,810	1,725,920	1,450,590	-11%
Depreciation Funding	8,558,548	7,961,000	7,961,000	8,534,000	7%
Sales of Assets	2,827,543	5,000	20,000	0	-100%
Transfers from Other Funds	7,329,246	11,326,050	11,330,050	4,446,450	-61%
Internal Service Fund Charges	7,406,600	7,127,060	7,127,060	7,724,750	8%
Premiums & Reimbursements	6,651,849	7,064,380	6,813,570	7,525,000	7%
Total Other Revenues & Financing Sources	34,109,984	35,115,300	34,977,600	29,680,790	-15%
Total Revenues*	\$139,487,320	\$144,163,280	\$144,314,350	\$139,448,570	-3%

*excluding fund balances

All Fund Revenues By Line Item

Revenues Description	FY 2017-18 Actual	FY 2018-19 Adj Bud	FY 2018-19 Projected	FY 2019-20 Budget	% Bud 18-19 To Bud 19-20
Taxes					
Current Year Secured Taxes	\$24,009,554	\$25,341,000	\$25,341,000	\$26,515,000	5%
Current Year Unsecured Taxes	757,803	700,000	700,000	700,000	0%
Supp. Roll Property Taxes	742,925	500,000	500,000	500,000	0%
ERAF Property Taxes	6,561,214	6,898,000	6,898,000	7,250,000	5%
Prior Year Secured & Unsecured	161,567	160,000	160,000	160,000	0%
Property Tax Admin. Charge	(191,543)	(250,000)	(250,000)	(250,000)	0%
Transient Occupancy Tax	2,114,100	2,125,000	2,100,000	2,150,000	1%
Transient Occupancy Tax Vacation Rental	691,616	475,000	500,000	500,000	5%
General Sales Tax	9,328,577	9,702,000	9,702,000	9,677,000	0%
P.S. Sales Tax Augmentation	406,789	450,000	450,000	450,000	0%
Property Transfer Tax	745,673	700,000	700,000	700,000	0%
Penalty & Interest - Delqnt. Prop. Tax	43,039	60,000	60,000	60,000	0%
Penalty & Interest - Delqnt. Prop. Assmt.	1,968	70	310	270	286%
Assessments Prior Year	213	0	0	0	0%
San Diego Gas & Electric	733,355	730,000	730,000	730,000	0%
Southern California Gas	125,895	125,000	125,000	130,000	4%
Cox Communications	1,090,475	1,100,000	1,100,000	1,110,000	1%
CR&R	443,031	450,000	450,000	459,000	2%
Other Franchise Fees	248,344	257,000	252,000	252,000	-2%
Parimutual Taxes	20,982	20,000	20,000	20,000	0%
Business License Tax	936,845	890,000	942,000	900,000	1%
Business License - Development	112,972	75,000	75,000	75,000	0%
Home Occupation Permit	82,310	78,000	82,000	80,000	3%
Total Taxes	49,167,704	50,586,070	50,637,310	52,168,270	3%
Permit & Fees					
Building Permits	992,199	788,000	750,000	750,000	-5%
Disability Access/Educ Fee	14,261	19,800	16,200	16,200	-18%
Electrical Permits	408,675	331,000	330,000	350,000	6%
Mechanical Permits	145,222	117,000	115,000	115,000	-2%
Plumbing Permits	282,799	215,000	215,000	193,500	-10%
Grading Permits	23,840	27,000	27,000	17,490	-35%
Sewer Permits	1,880	1,000	1,000	1,000	0%
Bridge Maintenance Contribution	119,695	120,310	120,960	121,330	1%
STLU Permit Fee	17,535	7,880	7,880	7,880	0%
Street Encroachment Permits	77,471	40,230	93,000	75,000	86%
Trash Bin Permits	9,243	9,000	9,000	9,000	0%
Alarm Permits	88,215	88,000	88,000	88,000	0%
Park Fees	102,973	23,600	23,600	23,600	0%
In-Lieu Affordable Housing Fees	583,605	301,000	301,000	301,000	0%
Public Safety Construction Fees	205,641	113,870	113,870	113,870	0%
Civic Center Const Fund Fees	69,520	30,370	30,370	30,370	0%
Storm Drain Fees - Other Areas	7,743	500	500	500	0%
Storm Drain Fees - Segunda Des.	682	0	0	0	0%
Sewer Connection Fees	671,727	166,200	166,200	15,460	-91%
RCFPP Impact Fees	202,861	58,980	88,780	19,660	-67%
Water Acreage Fees	30,947	2,390	2,390	1,000	-58%
Miscellaneous Permits	420	1,130	1,130	1,130	0%
Total Permit & Fees	4,057,154	2,462,260	2,500,880	2,250,990	-9%

All Fund Revenues By Line Item

Revenues Description	FY 2017-18 Actual	FY 2018-19 Adj Bud	FY 2018-19 Projected	FY 2019-20 Budget	% Bud 18-19 To Bud 19-20
Intergovernmental					
CDBG Home Rehab	26,206	91,960	103,000	91,960	0%
Public Fac/Infrastructure Grant	164	574,250	574,250	130,000	-77%
Commercial Rehab Grant	1,485	20,000	20,000	20,000	0%
Public Services Grant	56,763	48,110	51,800	48,110	0%
CDBG Administration Grant	40,084	64,140	70,030	50,000	-22%
Other Federal Grants	937,622	0	0	0	0%
Mandated Cost Reimbursement	11,555	12,000	11,000	11,500	-4%
Traffic Congestion Relief (Prop 42)	75,002	0	73,900	73,900	100%
S.O.N.G.S. Grant	158,825	190,000	193,600	193,600	2%
Other State Grants	312,288	1,529,800	1,378,890	16,800	-99%
Motor Vehicle Tax	34,728	35,000	35,000	35,000	0%
Vehicle Pollution Reduction Fees	76,087	80,000	76,000	80,000	0%
2031 Gas Tax Allocations	386,584	1,595,000	1,584,000	1,039,000	-35%
2106 Gas Tax Allocation	239,844	245,700	243,100	241,700	-2%
Motor Vehicle Fuel Tax 2103	256,923	505,800	232,500	559,000	11%
2105 Gas Tax Allocation	358,025	379,800	366,800	364,600	-4%
2107 Gas Tax Allocation	465,947	471,200	481,700	478,800	2%
2107.5 Gas Tax Allocation	7,500	7,500	7,500	7,500	0%
Homeowners Exempt. Subvention	138,319	155,000	155,000	155,000	0%
Special District Augmentation	1,104	0	1,000	1,000	100%
State COPS Grant	141,155	100,000	140,000	140,000	40%
Measure M - GMA Grant	31,020	0	0	0	0%
OCTA Senior Transportation	73,349	72,980	42,000	50,560	-31%
Other County Grants	73,728	1,605,820	1,497,820	362,020	-77%
Measure M/M2 Turnback App.	966,487	986,320	986,320	1,027,330	4%
Other Governmental Revenues	434,486	0	0	0	0%
MWD Reclaimed Water Credit	284,675	200,000	200,000	200,000	0%
Total Intergovernmental	5,589,955	8,970,380	8,525,210	5,377,380	-40%
Service Charges					
Const & Demo Admin Fees	35,280	22,000	22,000	22,000	0%
Business License Processing Fee	55,358	70,000	60,000	60,000	-14%
Building Plan Check Fees	721,938	562,500	562,500	562,500	0%
Planning Plan Check Fees	107,559	75,000	86,000	75,000	0%
Transportation Permits	1,762	1,200	1,200	1,200	0%
Improvement Plan Check Fees	34,520	35,000	35,000	30,000	-14%
Landscape Plan Check Fees	1,553	1,500	1,500	1,500	0%
SFR Plan Check Fees	78,307	40,000	40,000	40,000	0%
Reproduction of Documents	1,443	1,700	2,000	1,700	0%
Imaging of Documents	49,511	42,000	42,000	42,000	0%
Map Sales	196	300	50	50	-83%
Bad Check Service Charges	4,228	3,000	4,000	4,000	33%
Community Enhancement Revenues	456,311	242,720	242,720	242,720	0%
Other Planning Service Fees	(3,933)	14,000	14,000	14,000	0%
Planning - CC Applications	14,432	5,000	18,000	12,000	140%
Planning - PC Applications	136,947	75,000	85,000	85,000	13%
Planning - ZA Applications	25,509	15,000	10,000	8,000	-47%
Planning - Admin Applications	31,292	10,000	18,000	17,750	78%
Traffic Model Fees	0	700	0	700	0%
Traffic Review Fees	0	500	0	500	0%
General Plan Update Fees	24,604	5,000	18,000	12,000	140%
Late Payment Charges	271,854	280,000	280,000	280,000	0%

All Fund Revenues By Line Item

Revenues Description	FY 2017-18 Actual	FY 2018-19 Adj Bud	FY 2018-19 Projected	FY 2019-20 Budget	% Bud 18-19 To Bud 19-20
Retiree Premiums	213,038	283,700	225,800	295,000	4%
Cobra Premiums	203	1,500	1,400	2,500	67%
Excess Water Use Penalty	(56)	0	0	0	0%
Weed Assessments - Current Year	10,349	10,000	10,000	10,000	0%
Weed Assessments - Prior Year	4,968	2,000	2,000	2,000	0%
Sign Storage Fee	0	250	0	250	0%
Ambulance Service Charges	1,278,718	1,350,000	1,350,000	1,400,000	4%
Ambulance Subscription Fees	23,940	25,000	25,000	25,000	0%
Ambulance GEMT Reimb	36,867	0	0	0	0%
Special Lifeguard Services	9,227	7,500	6,730	4,500	-40%
Junior Lifeguard Services	198,472	176,000	192,040	197,750	12%
Special Beach Events Fees	9,822	16,530	16,530	16,530	0%
Lifeguard Training Class	4,453	0	3,750	0	0%
Film Permit Fees	2,200	3,000	3,000	3,000	0%
Fingerprint Services	10	300	100	100	-67%
Visa Letter Service	100	300	200	200	-33%
Police Duplication Fees	313	500	300	300	-40%
Other Police Dept. Service Charges	280	500	500	500	0%
Parking Meters	982,546	905,000	905,000	905,000	0%
Parking Permits	149,940	150,000	150,000	150,000	0%
Const & Demo Recycle Fee - Forfeited	79,250	60,000	60,000	60,000	0%
Commercial Recycling Charges	87,716	80,000	80,000	80,000	0%
Sewer Commodity Fees	3,612,169	4,337,480	4,337,480	4,458,000	3%
Sewer Base Fees	5,551,772	5,682,600	5,582,600	5,832,600	3%
Effluent Water Sales	1,593,620	1,686,350	1,686,350	1,805,840	7%
Public Works Inspection Fees	0	2,500	1,000	1,500	-40%
Engineering Plan Review	9,472	7,000	7,000	7,500	7%
Construction Inspection Fees	164,972	200,000	200,000	70,000	-65%
Engr. & Geotech. Reimbursements	4,922	2,000	2,000	2,000	0%
Other Engineering Service Fees	4,883	3,000	2,500	2,500	-17%
OHBC Pool Programs & Admin Fees	23,227	15,000	15,000	15,000	0%
SCAC Pool Programs & Admin Fees	281,244	215,000	215,000	215,000	0%
OHBC Contract Pool Class Fees	42,152	30,000	30,000	30,000	0%
SCAC Contract Pool Class Fees	295,597	220,000	220,000	220,000	0%
Comm. Center Contract Class Fees	385,682	235,000	235,000	235,000	0%
Offsite Contract Class Fees	127,009	108,000	108,000	108,000	0%
Recreation Sports Fees	191,550	185,000	185,000	185,000	0%
VHSP Contract Land Class Fees	132,131	191,400	144,510	145,000	-24%
Park Class Fees	122,249	222,000	200,000	200,000	-10%
Beach Class Fees	206,431	186,000	180,000	180,000	-3%
Street Banner Fees	11,010	12,480	12,480	12,480	0%
Processing Fee	1,522	0	3,000	3,000	100%
Recreation Special Events	24,816	20,230	17,500	16,300	-19%
Fun on the Run Program Revenues	6,025	5,500	5,500	5,500	0%
After School Programming	187,729	155,000	155,000	155,000	0%
Gift Certificate Classes	(480)	(2,000)	0	(2,000)	0%
Greens Fees	1,789,789	1,725,000	1,675,000	1,725,000	0%
Registration Card/Ticket Sales	63,200	55,000	55,000	55,000	0%
Steed Park Field/Tournament Rentals	4,338	4,000	4,000	4,000	0%
Golf Cart Registration	4,600	3,400	3,400	3,400	0%
Metered Water Sales	12,819,102	12,366,700	12,800,000	13,479,700	9%
Fixed Water Service Charges	4,609,685	5,250,220	5,250,220	6,058,000	15%

All Fund Revenues By Line Item

Revenues Description	FY 2017-18 Actual	FY 2018-19 Adj Bud	FY 2018-19 Projected	FY 2019-20 Budget	% Bud 18-19 To Bud 19-20
Hydrant Meter Water Sales	57,110	30,000	30,880	30,000	0%
Water Application Fee	69,463	65,000	65,000	65,000	0%
Backflow Testing Admin Fees	41,880	42,000	42,000	42,000	0%
Hydrant Meter Rentals	27,585	15,000	15,000	15,000	0%
Turn On/Reconnection Fees	15,190	15,000	15,000	15,000	0%
Water Posting Fees	54,933	50,000	50,000	50,000	0%
Meter Installation Fees	111,830	30,000	30,000	20,000	-33%
Exemption Application Fees	105	1,000	500	1,000	0%
Storm Drain Service Charges	1,165,756	1,150,500	1,150,500	1,160,500	1%
Urban Runoff Mgmt. Fees	2,303,304	2,300,000	2,300,000	2,300,000	0%
Total Service Charges	41,258,601	41,396,560	41,605,740	43,592,070	5%
Fines					
Parking Violations	581,877	650,000	650,000	650,000	0%
Vehicle Code Fines	122,574	120,000	120,000	120,000	0%
Court Fines	3,551	5,000	5,000	5,000	0%
Trash Can Violations	100	600	300	300	-50%
Administrative Citations	158,414	259,230	132,000	259,230	0%
Admin Citation Enforcement	4,436	8,000	8,000	8,000	0%
Total Fines	870,952	1,042,830	915,300	1,042,530	0%
Interest and Rents					
Investment Earnings	1,761,707	1,436,100	1,956,000	2,108,000	47%
Interest Earnings - RDA Loan	36,588	0	0	0	0%
Unrealized Gain/Loss on Investments	(1,059,684)	0	0	0	0%
Interest Earnings - Other	289,904	7,400	7,000	7,000	-5%
Communication Site Leases	506,405	512,940	527,000	512,940	0%
Beach Club Rent	7,873	0	340	0	0%
Community Center Rent	71,583	55,000	55,000	55,000	0%
Library Annex Rentals	11,942	9,000	10,000	10,000	11%
SCAC Pool Rental	137,115	148,000	148,000	148,000	0%
OHBC Pool Rentals	9,929	21,650	17,000	21,650	0%
Senior Center Rentals	6,851	0	3,830	0	0%
Sports Field Rentals	514,400	502,500	525,000	543,000	8%
Rental of City Property	15,983	8,100	8,100	8,100	0%
Park Rentals	26,032	20,500	20,500	20,500	0%
Steed Park Concession	19,090	18,500	18,500	19,000	3%
OHBC - Concession	201,772	252,000	252,000	252,000	0%
Lawn Bowling	0	750	0	0	-100%
Negocio Leases	429,137	266,230	266,230	273,900	3%
Pier Restaurant	825,489	750,000	750,000	750,000	0%
Negocio (1030) Lease	75,151	77,040	77,040	77,040	0%
"T" Street Concession	4,366	4,500	6,100	6,100	36%
Telescope	553	750	750	750	0%
Pier Concession Bait & Tackle	7,006	6,000	6,000	6,000	0%
Golf Pro Shop	243,167	215,000	215,000	220,000	2%
Golf Restaurant	219,574	205,000	210,000	215,000	5%
1100 N. ECR Bldg Lease	36,897	38,720	38,720	48,360	25%
Fabricante Rental	34,140	34,200	34,200	34,200	0%
Total Interest and Rents	4,432,970	4,589,880	5,152,310	5,336,540	16%

All Fund Revenues By Line Item

Revenues Description	FY 2017-18 Actual	FY 2018-19 Adj Bud	FY 2018-19 Projected	FY 2019-20 Budget	% Bud 18-19 To Bud 19-20
Other Revenues & Financing Sources					
Depreciation Funding	5,746,878	5,150,000	5,150,000	5,744,000	12%
Asset Model Funding	1,621,670	1,721,000	1,721,000	1,800,000	5%
Joint Agency Reserve Funding	1,190,000	1,090,000	1,090,000	990,000	-9%
Sale of General Fixed Assets	2,827,543	5,000	20,000	0	-100%
Transfer from 2106 Gas Tax Fund	0	500,000	500,000	0	-100%
Transfer from Misc. Grants Fund	15,750	17,500	17,500	17,500	0%
Transfer from General Fund	3,666,443	4,278,380	4,278,380	1,789,040	-58%
Transfer from 2107 Gas Tax	468,551	473,800	473,800	473,800	0%
Transfer from Water Fund	72,294	639,000	639,000	625,000	-2%
Transfer from Sewer Fund	91,317	790,000	790,000	625,000	-21%
Transfer from Golf Course Fund	21,078	20,000	24,000	24,000	20%
Transfer from Clean Ocean Fund	1,104,110	1,879,110	1,879,110	554,110	-71%
Transfer from Other Funds	1,889,703	2,728,260	2,728,260	338,000	-88%
Postage Charges	100,200	94,080	94,080	98,700	5%
Duplicating Charges	71,740	79,880	79,880	90,550	13%
EDMS Charges to Funds	40,000	50,010	50,010	40,000	-20%
Fleet Operating Charges	743,645	859,130	859,130	1,064,030	24%
Fleet Replacement Charges	540,495	501,610	501,610	529,910	6%
Data Processing Charges	2,034,090	2,034,090	2,034,090	2,030,860	0%
Communication Charges	330,880	262,330	262,330	224,950	-14%
Capital Equipment Replacement	179,730	219,730	219,730	219,730	0%
Park Asset Replacement	102,000	150,000	150,000	150,000	0%
Facilities Maintenance Replacement	183,970	231,470	231,470	231,470	0%
General Fund O/H Charges	3,079,850	2,644,730	2,644,730	3,044,550	15%
Employer Premiums	3,518,941	3,505,000	3,505,000	3,805,000	9%
Employee Premium	3,132,908	3,559,380	3,308,260	3,720,000	5%
Insurance Reimbursements	0	0	310	0	0%
Contributions from Developers	22,689	477,980	478,430	23,840	-95%
Other Donations	18,835	55,000	105,000	170,000	209%
Work Orders	36,991	18,130	24,580	17,000	-6%
Cash Over or Short	524	0	0	0	0%
Home Rehab Program Revenue	45,328	10,000	15,000	10,000	0%
Miscellaneous Income	16,100	6,250	7,200	6,400	2%
Sidewalk Repair Reimbursement	3,771	100,000	40,000	200,000	100%
Miscellaneous Reimbursement	123,410	23,450	110,210	18,350	-22%
Community Park Maint. Reimb.	30,053	20,500	25,000	25,000	22%
Other Agency Revenue	1,038,447	920,500	920,500	980,000	6%
Total Other Rev. & Financing Sources	34,109,984	35,115,300	34,977,600	29,680,790	-15%
Total:	\$139,487,320	\$144,163,280	\$144,314,350	\$139,448,570	-3%

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 \$67.6 million, a decrease of \$2.1 million from the 2018-19 fiscal year adjusted budget. Taxes and interest and rents revenue show growth; while decreases occur in intergovernmental, and permits and fees, service charges, and other revenues. Property taxes, which account for 52% of General Fund revenues, are anticipated to increase by 5% to \$35.6 million from the FY 2018-19 adjusted budget. Sales taxes remain the same. The largest decrease is in intergovernmental, which is due to one-time capital grants. 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, the County of Orange and other governmental pass through amounts. The assumptions used for the FY 2019-20 major revenues are described below:

Federal and State Grants:

Citizens Options for Public Safety (COPS) Grant – The City included \$140,000 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 \$130,000 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 2019-20 budget.

Shared Revenue:

Gas Tax Allocations (sections 2105, 2106, 2107, 2107.5, 2031) – The State of California Highway Users Tax is a flat amount per gallon tax on fuel. Taxes are allocated to the City based on population. For fiscal year 2019-20, the City anticipates gas tax allocations of \$364,600 (2105), \$241,700 (2106), \$478,800 (2107) and \$7,500 (2107.5) based on the State’s estimates. The City anticipates \$559,000 from the State for (2103) in FY 2019-20 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 \$1.0 million from the State for (2031) in FY 2019-20.

Measure M – A county-wide half-cent sales tax, Measure M2, was approved by the voters for improvements to the transportation system. The “local fair share program 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 In the Street Improvement Fund at \$1,027,330.

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 2019-20 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.

All Fund Revenue Assumptions

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 Utilities Code Section 5800. The amount the City anticipates for FY 2019-20 is \$220,000. 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 2019-20, 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 2019-20 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 \$19,660 in developer fees is anticipated in FY 2019-20, 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 2019-20. 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 2019-20, 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 \$19.7 million is included in the Water Operating Fund for fixed water charges, 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 is based on a flat rate. One unit of water equals 748 gallons of water. Effluent water sales revenue budget is for \$1.8 million. The Water Operating Fund is contributing about \$3.4 million

All Fund Revenue Assumptions

annually to the Water depreciation reserve and \$700,000 to the depreciation reserve for joint regionally shared infrastructure.

Sewer Fund:

Sewer service charges are budgeted for \$10.3 million for FY 2019-20. 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 \$3.0 million annually to the Sewer depreciation reserve and \$200,000 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 \$1.16 million in FY 2019-20.

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 2019-20 and is based upon an 80,000 rounds per year assumption and revenue from the concession operator.

Solid Waste Management Fund:

A total of \$192,600 in revenue is budgeted in the Solid Waste Fund from commercial recycling charges (\$140,000), administrative fees (\$22,000), trash bin permits and fines (\$9,300), 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 2017-18 Actual	FY 2018-19 Adj Budget	FY 2018-19 Projected	FY 2019-20 Budget	% Bud 18-19 To Bud 19-20
City Council					
Legislative Program	59,002	57,200	55,640	56,500	-1%
Cable Programing	9,004	20,960	16,390	21,250	1%
Total	\$68,006	\$78,160	\$72,030	\$77,750	-1%
City Manager	629,819	724,390	713,250	783,400	8%
Economic Development	103,917	108,600	109,000	130,600	20%
City General					
Social Services	83,031	96,500	96,500	88,300	-8%
City Administration	10,134,365	13,497,940	13,511,550	7,150,410	-47%
Total	10,217,396	13,594,440	13,608,050	7,238,710	-47%
City Clerk					
Council Related Services	580,848	767,670	709,020	708,380	-8%
Elections	5,077	84,310	67,150	10,820	-87%
Total	585,925	851,980	776,170	719,200	-16%
Finance & Admin. Services					
F&AS - Administration	498,689	534,220	530,590	561,870	5%
Cash Management/Treasury	71,464	75,380	75,440	75,230	0%
Total	570,153	609,600	606,030	637,100	5%
Finance					
Finance Administration	242,796	265,100	240,620	0	-100%
Financial Services	898,842	997,940	977,690	1,180,020	18%
Utility Billing & Cashing	911,174	925,310	797,600	858,700	-7%
Business Licensing	242,192	172,050	192,170	171,600	0%
Purchasing	28,214	29,600	29,700	144,740	389%
Total	2,323,218	2,390,000	2,237,780	2,355,060	-1%
Human Resources					
Human Resource Administration	672,022	596,650	583,670	614,290	3%
Labor Relations	38,610	15,800	13,100	15,800	0%
Employee Training	6,970	8,950	8,700	8,700	-3%
Total	717,602	621,400	605,470	638,790	3%
Police Services					
Police Contract Services	14,701,913	16,007,110	15,996,800	17,308,470	8%
Local Police Services	16,815	21,050	21,050	21,050	0%
Total	14,718,728	16,028,160	16,017,850	17,329,520	8%
Fire Services	9,293,075	10,138,270	10,144,270	11,201,440	10%
Community Development					
Administration	726,671	907,700	854,270	579,980	-36%
Total	726,671	907,700	854,270	579,980	-36%
Building					
Administration	1,125,469	1,246,040	1,178,290	1,346,590	8%
Inspection	629,593	761,460	602,750	604,790	-21%
Total	1,755,062	2,007,500	1,781,040	1,951,380	-3%
Planning					
Long Range Planning	552,105	867,470	972,970	615,530	-29%
Current Planning	830,936	710,630	556,250	774,440	9%

All Programs Expenditure Summary

Expenditures By Program	FY 2017-18 Actual	FY 2018-19 Adj Budget	FY 2018-19 Projected	FY 2019-20 Budget	% Bud 18-19 To Bud 19-20
Commissions, Boards & Comm.	31,171	46,450	36,400	51,380	11%
Planning Administration	286,969	387,280	361,600	462,660	19%
Total	1,701,181	2,011,830	1,927,220	1,904,010	-5%
Code Compliance					
Code Compliance	708,659	869,790	1,011,390	1,019,450	17%
Weed Abatement	105,156	156,000	156,000	156,000	0%
Total	813,815	1,025,790	1,167,390	1,175,450	15%
Public Works Admin.					
Public Works Admin.	537,952	645,130	581,410	754,640	17%
Emergency Planning	195,554	190,320	190,020	215,920	13%
Total	733,506	835,450	771,430	970,560	16%
Engineering					
Development Engineering	499,867	562,490	569,310	574,790	2%
Inspection	298,171	313,180	314,730	337,280	8%
Traffic	469,832	1,514,500	1,515,370	426,190	-72%
Design and General Engineering	(104,356)	15,230	63,440	203,500	1236%
Streets Engineering	537,956	567,700	491,360	495,150	-13%
Major Street Maintenance	2,014,743	2,957,730	2,957,730	957,110	-68%
Total	3,716,213	5,930,830	5,911,940	2,994,020	-50%
Maintenance Services					
Traffic Signals	793,785	927,510	983,240	1,070,890	15%
Traffic Maintenance	388,576	329,690	246,300	435,550	32%
Maintenance Services Admin.	495,233	575,210	574,140	830,040	44%
Street Maintenance & Repair	541,616	676,860	626,960	544,250	-20%
Senior Citizen Facility	53,359	75,220	74,850	68,230	-9%
Parking Maintenance	311,778	296,600	291,930	302,710	2%
Facilities Maintenance	1,569,759	1,851,890	1,904,100	2,248,760	21%
Street Lighting	511,533	530,310	530,110	533,450	1%
Total	4,665,639	5,263,290	5,231,630	6,033,880	15%
Park/Beach Maintenance					
Trail Maintenance	236,773	214,920	267,220	229,280	7%
Street Median & Trees	500,781	424,500	424,500	496,160	17%
Streetscapes	526,709	683,950	741,830	708,170	4%
Park Maintenance	2,835,482	4,110,260	3,839,730	3,948,980	-4%
Beach Maintenance	1,805,104	2,111,040	2,096,680	742,410	-65%
Parks & Beach Maint. Admin.	735,931	754,160	669,740	549,390	-27%
Total	6,640,780	8,298,830	8,039,700	6,674,390	-20%
Bch, Prk & Rec Admin.					
Bch, Prk & Rec Admin.	354,188	347,380	343,040	438,730	26%
Total	354,188	347,380	343,040	438,730	26%
Recreation					
Beach Club	144,377	116,060	128,980	136,250	17%
Community Center	552,030	564,320	563,770	653,770	16%
Community Services	1,399,477	1,320,190	1,279,400	1,288,850	0%
Aquatics	912,659	1,215,470	1,049,070	1,200,470	-1%
VH Sports Field/Aquatics Facility	828,330	669,410	686,290	683,440	2%
Steed Park Operations	164,401	234,490	237,830	265,090	13%
Recreation Program/Events	541,983	538,500	479,630	589,230	9%
Total	4,543,257	4,658,440	4,424,970	4,817,100	3%

All Programs Expenditure Summary

Expenditures By Program	FY 2017-18 Actual	FY 2018-19 Adj Budget	FY 2018-19 Projected	FY 2019-20 Budget	% Bud 18-19 To Bud 19-20
Marine Safety					
Operations Rescue	1,576,642	1,735,190	1,724,070	2,170,560	25%
Prevention & Education	130,444	145,940	136,470	185,520	27%
Total	1,707,086	1,881,130	1,860,540	2,356,080	25%
Total General Fund	66,585,237	78,313,170	77,203,070	71,007,150	-9%
Other Funds					
Street Improvement	1,846,034	8,861,860	7,945,510	2,816,810	-68%
Gas Tax					
2106 Gas Tax	2,697,210	5,880,480	5,480,410	1,617,230	-72%
2107 Gas Tax	473,951	479,200	479,180	479,310	0%
Road Maintenance Rehabilitation	0	2,027,400	2,023,170	1,000,000	-51%
Total	3,171,161	8,387,080	7,982,760	3,096,540	-63%
Miscellaneous Grants					
CDBG Administration	38,907	70,030	70,030	68,130	-3%
CDBG Housing Rehabilitation	40,694	113,000	113,000	101,960	-10%
Public Fac/Infrastructure Grant	164	574,240	574,240	130,000	-77%
CDBG Public Services	57,940	51,800	51,800	48,110	-7%
CDBG Commercial Rehab	1,484	20,000	20,000	20,000	0%
Total	139,189	829,070	829,070	368,200	-56%
Air Quality Improvement	268,773	880,000	780,000	463,570	-47%
Local Cable Infrastructure	1,906	252,770	252,770	2,870	-99%
Police Grants	101,648	124,760	124,760	110,000	-12%
Parks Acq. & Development	37,660	265,550	265,450	269,440	1%
Local Drainage Facilities	155,714	381,610	381,610	1,027,420	169%
R C F P P	1,446,445	1,117,930	1,081,090	12,960	-99%
Public Facilities Const. Fee	178,128	2,563,680	2,563,680	310,080	-88%
Developers Improvement					
Commercial Improvements	467,760	480,860	480,860	53,760	-89%
Affordable Housing	3,390	3,500	3,500	3,740	7%
Developers Improvement	471,150	484,360	484,360	57,500	-88%
Low Mod Income Housing	0	3,470	3,470	3,630	5%
Reserve Fund					
Accrued Leave	171,690	260,000	215,300	260,000	0%
Capital Equipment	281,160	152,570	142,570	228,000	49%
Facilities Maintenance	482,856	2,062,820	2,007,630	590,000	-71%
Park Asset Replacement	3,693	548,230	358,230	800,000	46%
Total	939,399	3,023,620	2,723,730	1,878,000	-38%
Water					
Water Administration	1,796,407	1,802,910	1,779,170	1,802,420	0%
Water Production	12,803,005	13,013,950	12,942,410	13,060,640	0%
Transmission/Distribution	4,233,748	4,183,350	4,268,940	4,593,820	10%
Water Conservation	276,868	838,410	833,080	755,010	-10%
Reclaimed Water	2,176,458	2,064,110	1,965,980	2,402,910	16%
Total Operating	21,286,486	21,902,730	21,789,580	22,614,800	3%

All Programs Expenditure Summary

Expenditures By Program	FY 2017-18 Actual	FY 2018-19 Adj Budget	FY 2018-19 Projected	FY 2019-20 Budget	% Bud 18-19 To Bud 19-20
Water Depreciation Res.	5,815,287	6,361,730	4,963,570	5,657,880	-11%
Water Acreage Fee Res.	266,880	2,127,220	2,085,150	518,560	-76%
Water Other Agency	254,874	2,856,870	516,590	1,259,390	-56%
Total	27,623,527	33,248,550	29,354,890	30,050,630	-10%
Sewer					
Sewer Administration	1,551,238	1,768,510	1,749,270	1,596,200	-10%
Treatment	5,159,352	5,357,050	5,217,920	5,448,140	2%
Collection	3,700,639	3,713,640	3,588,320	3,920,300	6%
Total Operating	10,411,229	10,839,200	10,555,510	10,964,640	1%
Sewer Depreciation Res.	2,023,677	11,087,090	10,450,590	2,400,590	-78%
Sewer Connection Fee Res.	73,781	921,180	921,180	32,610	-96%
Sewer Other Agency	23,242	566,350	564,430	526,920	-7%
Total	12,531,929	23,413,820	22,491,710	13,924,760	-41%
Storm Drain Utility					
Storm Drain Admin.	257,202	192,360	192,470	231,760	20%
Storm Drain Maintenance	1,358,499	1,482,580	1,417,700	1,462,890	-1%
Total Operating	1,615,701	1,674,940	1,610,170	1,694,650	1%
Storm Drain Improvements	428,786	2,883,170	2,883,170	571,340	-80%
Total	2,044,487	4,558,110	4,493,340	2,265,990	-50%
Clean Ocean					
Storm Water Permit Compliance	2,202,606	3,223,230	3,102,740	2,014,220	-38%
Street Cleaning	598,104	630,570	630,570	549,960	-13%
Total Operating	2,800,710	3,853,800	3,733,310	2,564,180	-33%
Clean Ocean Improvements	521,041	1,453,290	1,453,290	133,530	-91%
Total	3,321,751	5,307,090	5,186,600	2,697,710	-49%
Solid Waste Management	218,628	263,550	264,020	239,910	-9%
Golf Course					
Golf Course Maint.	2,250,158	2,200,920	2,143,660	2,318,500	5%
Total Operating	2,250,158	2,200,920	2,143,660	2,318,500	5%
Golf Course Depreciation Res.	42,627	57,120	57,110	13,740	-76%
Capital Improvement Res.	26,324	328,580	328,580	3,740	-99%
Total	2,319,109	2,586,620	2,529,350	2,335,980	-10%
Central Services					
Central Services	258,134	259,370	250,390	268,190	3%
Communication Services	325,041	518,430	509,550	317,690	-39%
Total	583,175	777,800	759,940	585,880	-25%
Information Technology	2,147,478	2,105,960	1,912,100	2,116,610	1%
Fleet Services					
Fleet Maintenance	942,882	1,061,830	1,025,830	1,052,800	-1%
Fleet Replacement Reserve	367,800	1,120,270	1,127,250	768,270	-31%
Total	1,310,682	2,182,100	2,153,080	1,821,070	-17%
Medical Insurance	3,297,708	3,843,080	3,520,260	4,005,510	4%
Workers' Compensation	518,907	576,220	555,190	565,000	-2%
General Liab. Self-ins.	3,540,812	2,666,800	2,667,190	2,818,770	6%
Total All Programs	\$134,800,637	\$187,018,630	\$178,509,000	\$144,851,990	-23%

*Does Not Include Fund Balances

All Fund Expenditures Summary

Description	FY 2017-18 Actual	FY 2018-19 Adj Bud	FY 2018-19 Projected	FY 2019-20 Budget	% Bud 18-19 To Bud 19-20
Personnel					
Full-Time Salaries	\$14,842,317	\$16,633,710	\$15,805,150	\$17,479,950	5%
Part-Time Salaries	\$1,756,179	\$1,873,570	\$1,750,240	\$1,908,700	2%
Overtime	\$560,804	\$436,940	\$552,650	\$488,560	12%
Benefits	\$8,286,178	\$9,347,380	\$9,038,540	\$10,373,170	11%
Total Personnel	25,445,478	28,291,600	27,146,580	30,250,380	7%
Office Supplies	179,980	200,790	186,560	198,950	-1%
Other Operating Supplies	1,379,276	1,873,960	1,714,040	1,635,480	-13%
Petroleum Supplies	341,347	411,000	391,000	393,500	-4%
Maintenance Supplies	784,215	705,280	715,090	702,580	0%
Purchased Water	8,076,446	8,158,250	8,158,250	8,372,630	3%
Total Supplies	10,761,264	11,349,280	11,164,940	11,303,140	0%
Contractual Services					
Administrative	589,838	637,760	664,490	704,830	11%
Travel and Training	121,126	208,390	194,420	220,980	6%
Utilities	4,736,876	4,761,270	4,748,610	4,905,040	3%
Maintenance	8,872,438	16,682,900	13,365,180	11,283,910	-32%
Internal Services	(1,032,120)	(925,000)	(930,000)	(885,000)	-4%
Fire Contract Services	8,135,062	8,701,000	8,703,000	9,342,670	7%
Ambulance Program	1,111,570	1,211,000	1,211,000	1,282,000	6%
Police Contract Services	14,220,076	15,484,500	15,484,500	16,079,270	4%
Public Safety	303,327	366,780	356,470	370,470	1%
Legal Services	2,949,880	2,249,670	2,461,150	1,989,500	-12%
Rental	98,784	134,270	129,330	134,900	0%
Animal/Rodent Control	843,206	840,790	841,480	850,640	1%
Other Contractual Services	4,950,860	8,951,000	8,346,470	6,142,200	-31%
Total Contractual Services	45,900,923	59,304,330	55,576,100	52,421,410	-12%
Other Charges					
Miscellaneous Charges	239,159	377,670	360,240	289,410	-23%
Claims and Insurance Charges	5,764,940	6,123,310	5,779,490	6,199,130	1%
Taxes and Permits	177,491	216,560	216,400	215,560	0%
Promotional Charges	129,576	152,110	159,790	149,070	-2%
Recreation Charges	888,423	789,400	751,020	769,400	-3%
Social Services	206,699	288,870	230,560	203,770	-29%
Depreciation	8,558,547	7,961,670	7,961,670	8,534,000	7%
Contingency Reserve	0	36,000	21,000	63,000	75%
Total Other Charges	15,964,835	15,945,590	15,480,170	16,423,340	3%
Capital Outlay					
Improvements Other Than Bldg.	16,108,824	44,236,530	41,278,340	14,660,000	-67%
Equipment	567,326	1,307,970	1,304,950	904,250	-31%
Major Maintenance	818,334	3,174,070	3,145,270	1,440,000	-55%
One-time Studies	23,654	0	0	0	0%
Total Capital Outlay	17,518,138	48,718,570	45,728,560	17,004,250	-65%
Interdepartmental Charges					
Interdepartmental Charges	7,193,720	7,384,110	7,384,110	7,916,300	7%
Charges from Other Funds	157,023	285,360	283,000	283,000	-1%
Charges to Other Funds	(157,023)	(274,360)	(272,000)	(272,000)	-1%
General Fund Overhead Charge	2,869,370	2,442,110	2,441,510	2,830,260	16%
Total Interdepartmental Charges	10,063,090	9,837,220	9,836,620	10,757,560	9%
Interfund Transfers	7,135,842	11,326,070	11,330,050	4,446,450	-61%
Debt Service	2,011,067	2,245,970	2,245,980	2,245,460	0%
Ending Fund Balances	147,665,236	104,809,883	113,470,586	108,067,166	3%
Total Expenditures*	\$134,800,637	\$187,018,630	\$178,509,000	\$144,851,990	-23%

*excluding fund balances

All Fund Expenditures By Line Item

Description	FY 2017-18 Actual	FY 2018-19 Adj Bud	FY 2018-19 Projected	FY 2019-20 Budget	% Bud 18-19 To Bud 19-20
Personnel					
Salaries, Regular Full-Time	14,842,317	16,633,710	15,805,150	17,479,950	5%
Salaries, Regular Part-Time	289,622	324,210	258,960	319,330	-2%
Salaries, Hourly Part-Time	1,466,557	1,549,360	1,491,280	1,589,370	3%
Regular Overtime	0	12,070	4,980	9,070	-25%
Premium Overtime, Regular	558,730	419,750	541,070	474,420	13%
Premium Overtime, Part-Time	2,074	5,120	6,600	5,070	-1%
Holiday Pay	0	8,520	1,520	8,520	0%
Accrued Leave Payoff	420,448	553,170	435,420	528,810	-4%
Education Incentive Pay	581	360	310	370	3%
Assignment Pay	211,875	181,930	203,600	207,600	14%
Tool Replacement Allowance	0	500	0	500	0%
Auto Allowance	22,200	22,200	22,200	24,510	10%
Phone Allowance	6,961	7,780	6,460	6,460	-17%
Educational Reimbursement	31,342	38,630	37,630	31,400	-19%
Bilingual Pay	840	1,000	1,580	1,660	66%
FICA	949,360	1,016,270	1,016,040	1,069,010	5%
Medicare	254,161	268,330	270,500	283,820	6%
State Disability Insurance	140,761	159,070	158,240	166,980	5%
A. D. & D. Insurance	2,903	3,350	3,320	3,460	3%
Long Term Disability Insurance	51,555	54,690	55,630	58,520	7%
State Unemployment Insurance	8,696	50,080	53,800	49,950	0%
Workers' Compensation Insurance	518,941	568,400	545,640	578,100	2%
Life Insurance	42,901	48,760	46,250	47,210	-3%
Medical Insurance	2,793,061	3,067,210	2,815,740	3,162,960	3%
P.E.R.S. Retirement Premium	158,650	169,140	169,670	580,790	243%
San Clemente Retirement Premium	1,468,518	1,654,820	1,730,220	1,520,790	-8%
Retirement Premium (UAL)	1,101,000	1,360,000	1,360,000	1,926,010	42%
Deferred Compensation	42,980	52,220	45,660	54,280	4%
Deferred Compensation, Part Time	58,444	60,950	59,110	61,460	1%
Total Personnel	25,445,478	28,291,600	27,146,580	30,250,380	7%
Supplies					
Office Supplies	64,142	78,370	72,870	73,450	-6%
Postage	108,132	115,420	107,110	118,500	3%
Data Processing Supplies	7,706	7,000	6,580	7,000	0%
Maps and Blueprints	108	100	100	100	0%
Horticultural Supplies	90,867	91,750	91,750	95,750	4%
Leadership Supplies	2,880	3,000	0	3,500	17%
Medical Supplies	11,895	12,760	12,060	12,360	-3%
Chemical Supplies	419,483	780,740	616,200	614,600	-21%
Laboratory Supplies	33,360	34,380	34,510	41,730	21%
Janitorial Supplies	44,833	49,500	49,510	49,500	0%
Photographic Supplies	38	500	500	500	0%
Protective Supplies	26,907	26,280	26,560	28,780	10%
Gasoline	265,323	320,000	320,000	322,500	1%
Propane	19,565	25,000	15,000	5,000	-80%
Diesel Fuel	56,459	66,000	56,000	66,000	0%
Educational Material	38,919	35,200	35,200	35,200	0%
Books, Codes and Supplement	2,101	9,090	7,390	17,540	93%

All Fund Expenditures By Line Item

Description	FY 2017-18 Actual	FY 2018-19 Adj Bud	FY 2018-19 Projected	FY 2019-20 Budget	% Bud 18-19 To Bud 19-20
Office Furniture and Equipment	41,968	128,130	128,160	46,860	-63%
Small Tools and Equipment	84,503	108,230	107,970	97,730	-10%
Clothing and Uniforms	34,087	36,830	36,030	36,630	-1%
Service Awards	18,932	13,730	10,740	11,230	-18%
Other Operating Supplies	643,936	702,750	696,400	699,480	0%
Water Meter Purchase	40,702	25,000	45,000	20,000	-20%
Painting Supplies	3,518	3,400	3,400	3,900	15%
Automotive & Equipment Parts	34,837	27,000	26,500	27,000	0%
Street Signs	38,575	40,040	40,040	40,040	0%
Street Materials	31,902	40,000	40,000	40,000	0%
Other Maintenance Supplies	519,140	410,830	421,110	415,630	1%
Purchased Water	8,076,446	8,158,250	8,158,250	8,372,630	3%
Total Supplies	10,761,264	11,349,280	11,164,940	11,303,140	0%
Contractual Services					
Advertising	19,185	22,780	23,020	28,180	24%
Legal Notices	49,789	31,250	54,540	46,000	47%
Imaging of Documents	58,834	50,000	50,000	50,000	0%
Printing and Binding	32,807	40,850	43,700	42,150	3%
Travel and Training	110,350	193,720	180,940	205,800	6%
Required Licensing Certification	6,346	6,980	6,980	7,320	5%
Mileage	4,430	7,690	6,500	7,860	2%
Code Updating Service	5,830	14,500	16,000	16,000	10%
Property Insurance	423,393	478,380	477,230	522,500	9%
OCFA Cont Facilities Maint	43,723	35,000	40,000	30,000	-14%
Data Lines	148,563	137,330	136,030	135,100	-2%
Internet Services	1,531	5,000	2,000	5,000	0%
Telephone	204,866	237,840	237,760	237,240	0%
Natural Gas	106,964	101,410	100,900	102,670	1%
Electricity	2,766,656	2,786,630	2,802,850	2,842,990	2%
Caltrans/Bahia Electricity	5,978	7,120	7,120	7,190	1%
Water	853,176	873,790	870,800	957,700	10%
Effluent Water	273,689	240,000	220,000	245,000	2%
Landfill Fees	331,730	337,150	331,150	342,150	1%
Maintenance of Buildings	319,601	575,950	562,450	442,180	-23%
Maintenance of Restrooms	215,156	198,840	238,840	146,930	-26%
Maintenance of Improvements	1,933,789	3,856,530	3,829,210	2,828,080	-27%
Maintenance of Beaches	112,080	121,700	140,000	153,360	26%
Maintenance of Landscaping	1,689,220	2,033,460	1,788,520	2,284,810	12%
Maintenance of Trees	471,676	399,000	394,000	466,660	17%
Beach Cleaning	24,785	20,000	28,000	28,000	40%
Maintenance of Office Equipment	43,647	46,800	44,100	47,120	1%
Maintenance of Auto Equipment	27,272	30,860	26,820	30,820	0%
Maintenance of Operating Equip.	391,637	690,280	640,420	445,380	-35%
Maint. of Computer Hardware	385,189	160,600	158,000	132,800	-17%
Maint. of Computer Software	510,963	977,120	879,930	707,080	-28%
Maintenance of Radio Equipment	45,329	53,000	49,500	52,000	-2%
Maintenance of Other Facilities	1,891,078	6,671,340	3,758,040	2,553,610	-62%
Maintenance of MO2 Diversion Fac.	3,150	50,000	20,000	20,000	-60%
Graffiti Removal	56,411	65,200	79,000	76,700	18%

All Fund Expenditures By Line Item

Description	FY 2017-18 Actual	FY 2018-19 Adj Bud	FY 2018-19 Projected	FY 2019-20 Budget	% Bud 18-19 To Bud 19-20
Graffiti - Administration	27,000	30,000	30,000	30,000	0%
Contracted Custodial Services	147,562	180,280	176,590	302,260	68%
Center Striping/Markings	124,081	45,150	44,970	130,000	188%
Street Sweeping Services	452,812	476,790	476,790	406,120	-15%
Engineering Services	(1,031,041)	(925,000)	(930,000)	(885,000)	-4%
SFR Plan Check	44,650	35,000	35,000	25,000	-29%
Building Services	(1,079)	0	0	0	0%
Clerical Services	16,782	19,000	18,920	20,500	8%
Answering Services	4,714	6,150	5,550	5,600	-9%
Accounting and Auditing	47,401	58,200	58,000	49,600	-15%
Bank Merchant Fees	335,691	315,780	305,350	318,280	1%
Broker Commissions	18,760	0	0	0	0%
Fire Contract Services	8,134,792	8,571,000	8,571,000	9,210,400	7%
OCFA Vehicle Replacement	270	130,000	132,000	132,270	2%
Ambulance Program	1,111,570	1,211,000	1,211,000	1,282,000	6%
Crossing Guards	111,447	126,310	116,000	130,000	3%
Police Contract Services	14,220,076	15,484,500	15,484,500	16,079,270	4%
Parking Citation Processing	191,880	240,470	240,470	240,470	0%
Legal Services - Retainer	110,490	400,000	400,000	462,000	16%
Legal - Contingency	1,248,341	1,038,990	1,023,990	520,000	-50%
Other Legal Services	1,591,049	810,680	1,037,160	1,007,500	24%
Medical Examinations	18,556	20,900	10,900	20,900	0%
Investigative Services	5,732	5,000	3,000	5,000	0%
Professional Services	1,094,936	2,308,140	2,011,070	1,856,990	-20%
Developers Reimbursement	0	100,000	0	100,000	0%
Professional Studies	0	250,000	250,000	95,000	-62%
Rental of Land	49,942	58,200	58,200	58,200	0%
Rental of Equipment	29,720	54,640	49,700	55,200	1%
Rental of Uniforms	19,122	21,430	21,430	21,500	0%
Animal Control and Shelter	815,410	799,440	799,440	809,690	1%
Landscape Rodent Control	27,796	41,350	42,040	40,950	-1%
Contractual Services	3,265,550	5,805,930	5,622,680	3,619,330	-38%
Temporary Services	92,980	0	0	0	0%
Sidewalk Pressure Wash	5,108	26,900	26,000	26,000	-3%
Total Contractual Services	45,900,923	59,304,330	55,576,100	52,421,410	-12%
Other Charges					
Court Costs/Citations	0	80	0	80	0%
Claims Paid	441,960	342,000	342,000	330,000	-4%
Premiums Paid - Delta Care	22,619	27,700	27,780	30,000	8%
Claims Paid - Delta Dental	144,838	180,000	145,000	162,500	-10%
Retiree Premiums - Dental	2,883	1,200	1,100	3,000	150%
Premiums Paid - Medical	2,617,164	3,068,060	2,809,080	3,225,000	5%
Premiums Paid - Vision	56,346	55,700	60,400	65,000	17%
Retiree Claims - Delta Dental	57,434	40,000	58,020	65,000	63%
Retiree Premiums - Medical	226,566	275,000	235,880	255,000	-7%
Retiree Premiums - Vision	6,269	7,500	8,000	9,000	20%
Claims Administration	65,604	66,000	65,280	68,000	3%
Retiree Health Premium (OPEB)	30,511	75,000	55,000	60,000	-20%
Workers' Compensation Premiums	161,948	175,000	163,370	177,000	1%

All Fund Expenditures By Line Item

Description	FY 2017-18 Actual	FY 2018-19 Adj Bud	FY 2018-19 Projected	FY 2019-20 Budget	% Bud 18-19 To Bud 19-20
Excess Insurance Premiums	1,930,798	1,810,150	1,808,580	1,749,630	-3%
Dues and Subscriptions	106,354	102,820	103,810	105,660	3%
Property Taxes	5,558	5,560	5,400	5,560	0%
Other Taxes	9,391	10,000	10,000	10,000	0%
N P D E S Permits	162,542	201,000	201,000	200,000	0%
Expenditure of Grants	2,947	44,870	44,870	16,800	-63%
Licenses and Permits	77,233	119,000	115,750	124,970	5%
Boards & Commissions Expense	5,746	10,150	9,800	10,150	0%
Special Meetings and Events	35,864	44,050	50,330	38,000	-14%
Fourth of July Celebration	43,586	41,560	41,560	41,570	0%
City General Special Events	19,216	29,000	29,000	30,000	3%
Election Expenses/Special Elections	0	69,000	54,500	0	-100%
Recreation Special Events Expenses	109,714	80,000	82,620	81,000	1%
Contract Class Instructors	778,709	709,400	668,400	688,400	-3%
Community Relations Expense	(1,829)	2,500	3,500	2,500	0%
Volunteer Program Expense	4,817	4,500	3,700	6,160	37%
OCTA Senior Center Trans	67,206	107,510	55,000	63,200	-41%
RSVP	11,032	19,800	14,800	14,000	-29%
Crime Prevention Expenditures	2,171	10,290	10,290	500	-95%
Character Counts Expenditures	0	4,110	4,110	500	-88%
Parent Project Expenditures	0	11,860	11,860	500	-96%
Trauma Intervention Program	8,085	8,100	8,100	8,100	0%
Downtown Business Assoc Subsidy	30,039	32,000	32,000	34,000	6%
Tourist & Conv. Bureau Subsidy	2,700	3,000	3,400	3,000	0%
Marine Unit Support	14,310	27,500	27,500	17,500	-36%
Homeless Prevention Program	0	7,000	7,000	5,000	-29%
Social Services Grants	99,078	88,200	88,200	88,310	0%
Environmental Sustainability Grant	10,000	12,000	12,000	12,000	0%
Depreciation	5,746,877	5,150,000	5,150,000	5,744,000	12%
Depreciation Reserve Contribution	1,190,000	1,090,000	1,090,000	990,000	-9%
Depreciation - Asset Model	1,621,670	1,721,670	1,721,670	1,800,000	5%
Refund of Prior Year Revenue	2,437	500	510	500	0%
Home Rehab Program Inc. - Exp.	4,596	10,000	10,000	10,000	0%
Other Operating Expense	29,846	9,250	9,000	9,250	0%
Contingency Reserve	0	36,000	21,000	63,000	75%
Total Other Charges	15,964,835	15,945,590	15,480,170	16,423,340	3%
Capital Outlay					
Improvements Other Than Bldg.	16,108,824	44,236,530	41,278,340	14,660,000	-67%
Office Furniture and Equipment	3,130	0	0	0	0%
Computer Equipment	41,869	88,000	88,000	85,250	-3%
General Machinery and Equipment	157,950	285,450	275,450	69,250	-76%
Automotive Equipment	364,377	934,520	941,500	749,750	-20%
Major Maintenance	524,185	1,171,580	1,142,780	360,000	-69%
Sidewalk Repair & Improvements	21,766	544,590	544,590	150,000	-72%
Sidewalk Improvements	0	0	0	130,000	100%
Major Street Maintenance	11,773	1,207,900	1,207,900	550,000	-54%
Slurry Seal	260,610	250,000	250,000	250,000	0%
Capital Study	23,654	0	0	0	0%
Total Capital Outlay	17,518,138	48,718,570	45,728,560	17,004,250	-65%

All Fund Expenditures By Line Item

Description	FY 2017-18 Actual	FY 2018-19 Adj Bud	FY 2018-19 Projected	FY 2019-20 Budget	% Bud 18-19 To Bud 19-20
Interdepartmental Charges					
Insurance Charges	3,000,000	3,000,000	3,000,000	3,300,000	10%
Postage Charges	97,370	91,350	91,350	96,170	5%
Duplicating Charges	71,740	79,880	79,880	90,550	13%
EDMS Charges	40,000	50,010	50,010	40,000	-20%
Information Technology Charges	1,965,550	1,988,920	1,988,920	1,964,470	-1%
Communications Charges	319,710	257,040	257,040	218,430	-15%
Fleet Rental Charges	1,233,650	1,315,710	1,315,710	1,560,230	19%
Capital Equipment Rep. Charge	179,730	219,730	219,730	219,730	0%
Park Asset Replacement Charge	102,000	150,000	150,000	150,000	0%
Facilities Maintenance Rep. Charge	183,970	231,470	231,470	276,720	20%
Charges from Weed Abatement	0	25,000	25,000	25,000	0%
Charges from Parks Maintenance	0	2,360	0	0	-100%
Charges from Engineering	157,023	191,000	191,000	191,000	0%
Charges from Maintenance	0	22,000	22,000	22,000	0%
Charges from Sewer	0	45,000	45,000	45,000	0%
General Fund Overhead Charges	2,869,370	2,442,110	2,441,510	2,830,260	16%
Charges to Water Fund	(58,218)	(81,180)	(80,000)	(80,000)	-1%
Charges to Sewer Fund	(49,120)	(81,180)	(80,000)	(80,000)	-1%
Charges to Storm Drain	(49,685)	(60,000)	(60,000)	(60,000)	0%
Charges To Clean Ocean	0	(52,000)	(52,000)	(52,000)	0%
Total Interdepartmental Charges	10,063,090	9,837,220	9,836,620	10,757,560	9%
Interfund Transfers					
Transfer to General Fund	1,163,721	2,815,690	2,815,670	889,410	-68%
Transfer to 2106 Gas Tax Fund	832,330	99,590	99,590	14,590	-85%
Transfer to Storm Drain Fund	381,000	381,000	381,000	381,000	0%
Transfer to St. Improvement Fund	280,073	956,290	956,290	956,290	0%
Transfer to Fleet Maint. Fund	50,770	0	0	38,000	100%
Transfer to Golf Fund	21,078	20,000	24,000	24,000	20%
Transfer to Water Fund	70,307	565,000	565,000	500,000	-12%
Transfer to Sewer Depreciation	0	81,000	81,000	0	-100%
Transfer to Sewer Fund	0	500,000	500,000	500,000	0%
Transfer to Facilities Maintenance	2,880,000	2,880,000	2,880,000	380,000	-87%
Transfer to General Liability Fund	300,000	0	0	0	0%
Transfer to Other Funds	1,156,563	3,027,500	3,027,500	763,160	-75%
Total Interfund Transfers	7,135,842	11,326,070	11,330,050	4,446,450	-61%
Debt Service					
Principal Expenditure	927,059	622,110	622,120	635,800	2%
Lease/Purchase Principal	39,959	34,340	34,340	34,030	-1%
Water Loan Interest	0	278,500	278,500	265,000	-5%
Lease/Purchase Interest	0	38,770	38,770	37,380	-4%
P.E.R.S. Unfunded Liability	1,042,799	1,271,000	1,271,000	1,272,000	0%
Fiscal Agent Charges	1,250	1,250	1,250	1,250	0%
Total Debt Service	2,011,067	2,245,970	2,245,980	2,245,460	0%
Total:	\$134,800,637	\$187,018,630	\$178,509,000	\$144,851,990	-23%

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 \$16.8 million at fiscal year end June 30, 2020, including the General Fund Emergency Reserve.

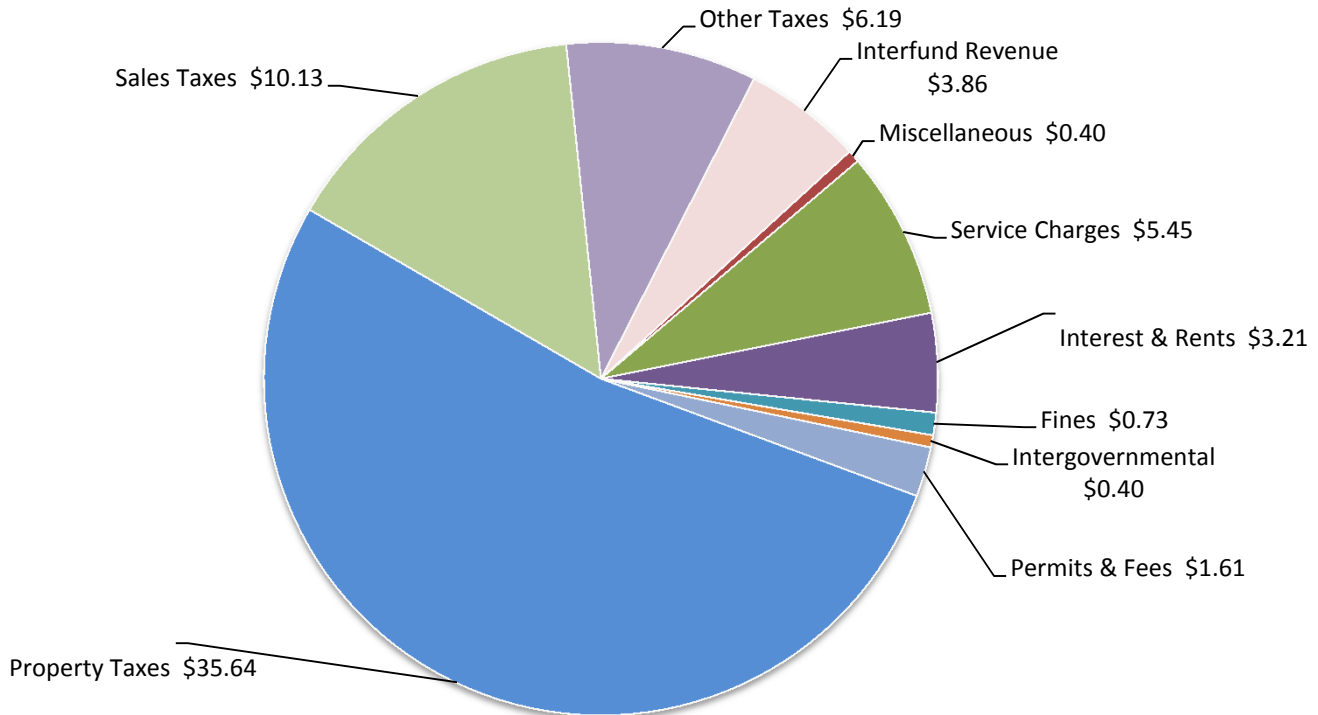
Expenditures By Category	FY 2017-18 Actual	FY 2018-19 Adj Budget	FY 2018-19 Projected	FY 2019-20 Budget	% Bud 18-19 To Bud 19-20
Personnel	\$16,568,525	\$18,660,540	\$17,766,520	\$20,025,800	7%
Supplies	1,081,564	1,162,600	1,133,310	1,136,390	-2%
Contractual Services	33,767,589	37,812,680	37,702,330	37,853,410	0%
Other Charges	1,235,059	1,262,980	1,211,700	1,187,500	-6%
Capital Outlay	4,336,361	8,933,430	8,905,910	2,491,250	-72%
Interdepartmental Charges	4,885,647	4,930,310	4,932,670	5,250,510	6%
Interfund Transfers	3,666,443	4,278,380	4,278,380	1,789,040	-58%
Debt Service	1,044,049	1,272,250	1,272,250	1,273,250	0%
Total Expenditures	\$66,585,237	\$78,313,170	\$77,203,070	\$71,007,150	-9%

Revenue and Expenditure Summary	FY 2017-18 Actual	FY 2018-19 Adj Budget	FY 2018-19 Projected	FY 2019-20 Budget	% Bud 18-19 To Bud 19-20
Beginning Balance	\$28,214,932	\$27,712,136	\$27,712,136	\$20,162,816	-27%
Revenues:					
Taxes	48,946,406	50,361,000	50,417,200	51,948,200	3%
Permits & Fees	2,050,637	1,635,040	1,643,210	1,614,200	-1%
Intergovernmental	775,046	2,744,400	2,672,090	396,100	-86%
Service Charges	6,170,063	5,575,390	5,558,890	5,447,810	-2%
Fines	537,137	730,230	603,000	730,230	0%
Interest & Rents	3,075,209	3,048,380	3,171,310	3,213,540	5%
Miscellaneous Income	90,968	123,100	127,650	399,750	225%
Interfund Revenue	4,436,975	5,460,400	5,460,400	3,858,960	-29%
Total Revenues	66,082,441	69,677,940	69,653,750	67,608,790	-3%
Expenditures:					
General Government	11,605,063	15,357,570	15,278,500	8,949,660	-42%
Finance & Administrative Services	3,610,973	3,621,000	3,449,280	3,630,950	0%
Public Safety	25,718,889	28,047,560	28,022,660	30,887,040	10%
Community Development	4,996,729	5,952,820	5,729,920	5,610,820	-6%
Public Works	15,756,138	20,328,400	19,954,700	16,672,850	-18%
Beaches, Parks & Recreation	4,897,445	5,005,820	4,768,010	5,255,830	5%
Total Expenditures	66,585,237	78,313,170	77,203,070	71,007,150	-9%
Ending Balance	\$27,712,136	\$19,076,906	\$20,162,816	\$16,764,456	-12%

General Fund Revenues by Category

General Fund Revenues

(in millions)

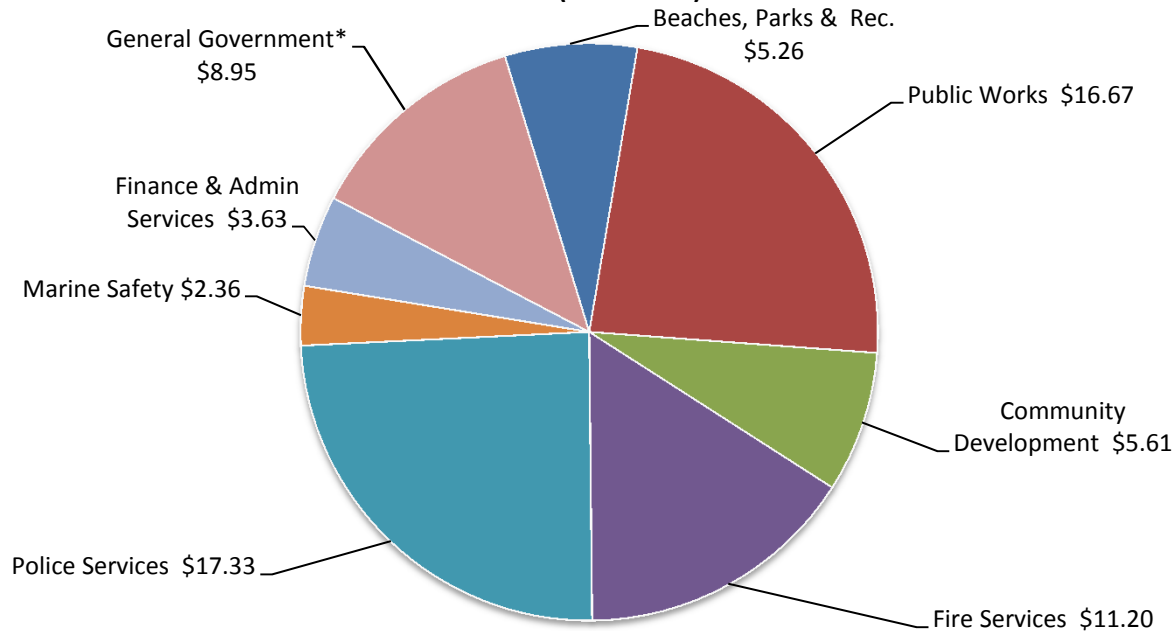


Revenue Categories	FY 2018-19 Adj Budget	FY 2018-19 Projected	FY 2019-20 Budget	Dollar Change	% Bud 18-19 To Bud 19-20
Taxes	\$50,361,000	\$50,417,200	\$51,948,200	\$1,587,200	3%
Permits & Fees	1,635,040	1,643,210	1,614,200	(20,840)	-1%
Intergovernmental	2,744,400	2,672,090	396,100	(2,348,300)	-86%
Service Charges	5,575,390	5,558,890	5,447,810	(127,580)	-2%
Fines	730,230	603,000	730,230	0	0%
Interest & Rents	3,048,380	3,171,310	3,213,540	165,160	5%
Miscellaneous	123,100	127,650	399,750	276,650	225%
Interfund Revenue	5,460,400	5,460,400	3,858,960	(1,601,440)	-29%
Revenue Subtotal	69,677,940	69,653,750	67,608,790	(2,069,150)	-3%
Beginning Fund Balance:					
Emergency Reserve	12,102,000	12,102,000	12,733,000	631,000	5%
Unassigned	15,610,136	15,610,136	7,429,816	(8,180,320)	-52%
Total:	\$97,390,076	\$97,365,886	\$87,771,606	(\$9,618,470)	-10%

General Fund Expenditures by Department

General Fund Expenditures by Department

(in millions)

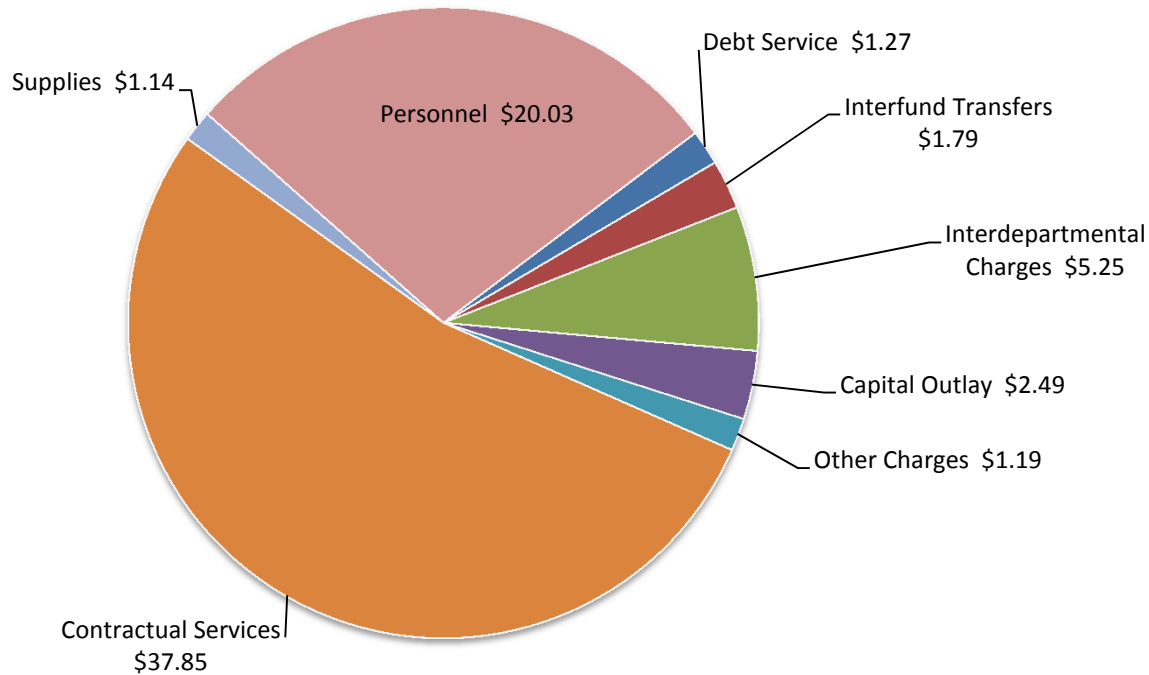


* General Government includes: City Manager, City Council, City Clerk, Economic Development and City General.

Departments	FY 2018-19 Adj Budget	FY 2018-19 Projected	FY 2019-20 Budget	Dollar Change	% Bud 18-19 To Bud 19-20
General Government*	\$15,357,570	\$15,278,500	\$8,949,660	(\$6,407,910)	-42%
Finance & Admin Services	3,621,000	3,449,280	3,630,950	9,950	0%
Police Services	16,028,160	16,017,850	17,329,520	1,301,360	8%
Fire Services	10,138,270	10,144,270	11,201,440	1,063,170	10%
Marine Safety	1,881,130	1,860,540	2,356,080	474,950	25%
Community Development	5,952,820	5,729,920	5,610,820	(342,000)	-6%
Public Works	20,328,400	19,954,700	16,672,850	(3,655,550)	-18%
Beaches, Parks & Rec.	5,005,820	4,768,010	5,255,830	250,010	5%
Expenditure Subtotal	78,313,170	77,203,070	71,007,150	(7,306,020)	-9%
Ending Fund Balance:					
Emergency Reserve	12,733,000	12,733,000	13,388,000	655,000	5%
Unassigned	6,343,906	7,429,816	3,376,456	(2,967,450)	-47%
Total:	\$97,390,076	\$97,365,886	\$87,771,606	(\$9,618,470)	-10%

General Fund Expenditures by Category

General Fund Expenditures By Category (in millions)

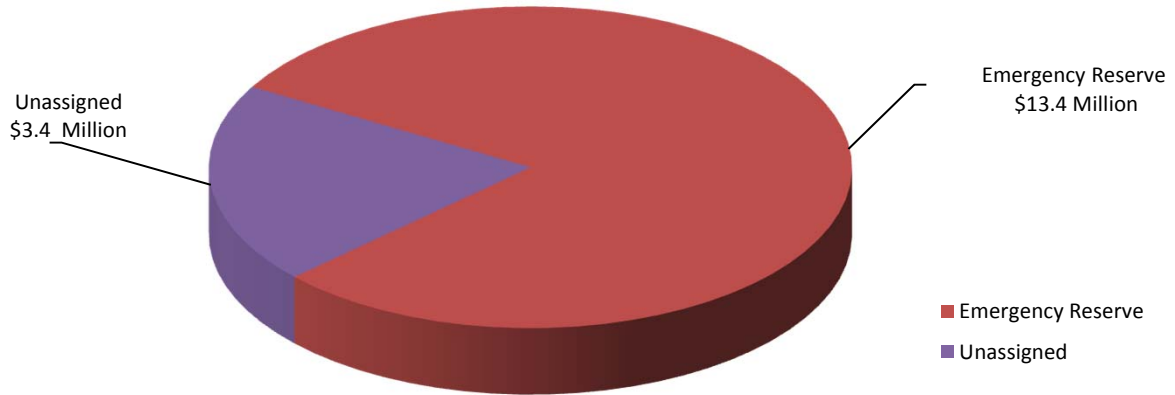


Expenditure Categories	FY 2018-19 Adj Budget	FY 2018-19 Projected	FY 2019-20 Budget	Dollar Change	% Bud 18-19 To Bud 19-20
Personnel	\$18,660,540	\$17,766,520	\$20,025,800	\$1,365,260	7%
Supplies	1,162,600	1,133,310	1,136,390	(26,210)	-2%
Contractual Services	37,812,680	37,702,330	37,853,410	40,730	0%
Other Charges	1,262,980	1,211,700	1,187,500	(75,480)	-6%
Capital Outlay	8,933,430	8,905,910	2,491,250	(6,442,180)	-72%
Interdepartmental Charges	4,930,310	4,932,670	5,250,510	320,200	6%
Interfund Transfers	4,278,380	4,278,380	1,789,040	(2,489,340)	-58%
Debt Service	1,272,250	1,272,250	1,273,250	1,000	0%
Expenditure Subtotals	78,313,170	77,203,070	71,007,150	(7,306,020)	-9%
Ending Fund Balance:					
Emergency Reserve	12,733,000	12,733,000	13,388,000	655,000	5%
Unassigned	6,343,906	7,429,816	3,376,456	(2,967,450)	-47%
Total:	\$97,390,076	\$97,365,886	\$87,771,606	(\$9,618,470)	-10%

General Fund - Fund Balance

The General Fund ending balance at June 30, 2020 is \$16.8 million, which includes Emergency Reserves.

Fund Balance June 30, 2020



Fund Balance	Beginning	Increase	Decrease	Ending	% Chg
<i>Restricted amounts</i>					
Emergency Reserve	12,733,000	655,000	-	13,388,000	5%
Subtotal	12,733,000	655,000	-	13,388,000	5%
Unassigned	7,429,816	-	(4,053,360)	3,376,456	-55%
Total	\$ 20,162,816	\$ 655,000	\$ (4,053,360)	\$ 16,764,456	-17%

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

FY 2018-19 Adjusted Budget	\$69,677,940
<i>Taxes</i>	
Property tax (excludes property transfer tax)	1,526,000
Transient occupancy tax	50,000
Sales tax	-25,000
Franchise Tax	24,000
Business License tax	12,000
<i>Permits & fees</i>	
Construction permits	-55,610
<i>Intergovernmental revenues</i>	
State grants	-1,434,400
County grants	-914,400
<i>Service Charges</i>	
Ambulance service charges	50,000
Recreation program fees	-75,580
Marine Safety Fees	18,750
Inspection Fees	-131,000
<i>Interest & Rents</i>	
Interest Earnings	105,000
Recreation rentals	40,500
Other city leases, including Negocio building	17,310
<i>Other Revenues & Transfers</i>	
Donations	170,000
Transfer from other funds	-1,968,260
General Fund overhead charges	399,820
Sidewalk Repair Reimbursement	100,000
<i>Aggregate Change in Other Categories</i>	21,720
FY 2019-20 Budget (-3% change)	\$67,608,790

General Fund Revenue Summary

by Category

Revenues Description	FY 2017-18 Actual	FY 2018-19 Adj Budget	FY 2018-19 Projected	FY 2019-20 Budget	% Bud 18-19 To Bud 19-20
Property Tax	\$32,041,520	\$33,349,000	\$33,349,000	\$34,875,000	5%
Transient Occupancy Tax	2,805,716	2,600,000	2,600,000	2,650,000	2%
Sales Tax	9,735,366	10,152,000	10,152,000	10,127,000	0%
Franchise Tax	2,442,738	2,457,000	2,457,000	2,481,000	1%
Property Transfer Tax	745,673	700,000	700,000	700,000	0%
Assessments & Delinquent Taxes	43,266	60,000	60,200	60,200	0%
Business License Tax	1,132,127	1,043,000	1,099,000	1,055,000	1%
Total Taxes	48,946,406	50,361,000	50,417,200	51,948,200	3%
Construction Permits	1,884,531	1,505,680	1,461,080	1,450,070	-4%
Alarm Permits	88,215	88,000	88,000	88,000	0%
Miscellaneous Permits	77,891	41,360	94,130	76,130	84%
Total Permits & Fees	2,050,637	1,635,040	1,643,210	1,614,200	-1%
Grants	589,340	2,542,400	2,470,090	193,600	-92%
Motor Vehicle Tax	34,728	35,000	35,000	35,000	0%
Other State Subventions	150,978	167,000	167,000	167,500	0%
Total Intergovernmental	775,046	2,744,400	2,672,090	396,100	-86%
Planning Development Fees	300,326	205,200	233,700	219,950	7%
Plan Check Fees	943,877	714,000	725,000	709,000	-1%
General Government Fees	5,671	4,700	6,000	5,700	21%
Traffic Fees	-	1,200	-	1,200	0%
Weed & Nuisance Abatement	15,317	12,250	12,000	12,250	0%
Ambulance Service Charges	1,339,525	1,375,000	1,375,000	1,425,000	4%
Marine Safety Fees	224,174	203,030	222,050	221,780	9%
Public Safety Fees	703	1,600	1,100	1,100	-31%
Parking Meters & Permits	1,132,486	1,055,000	1,055,000	1,055,000	0%
Inspection Fees	169,894	204,500	203,000	73,500	-64%
Recreation Fees	2,038,090	1,798,910	1,726,040	1,723,330	-4%
Total Service Charges	6,170,063	5,575,390	5,558,890	5,447,810	-2%
Parking Violations	273,212	350,000	350,000	350,000	0%
Vehicle Code & Court Fines	126,125	125,000	125,000	125,000	0%
Other Fines	137,800	255,230	128,000	255,230	0%
Total Fines	537,137	730,230	603,000	730,230	0%
Interest	133,495	322,000	407,000	427,000	33%
Site leases	506,405	512,940	527,000	512,940	0%
Facility Rental	2,435,309	2,213,440	2,237,310	2,273,600	3%
Total Interest and Rents	3,075,209	3,048,380	3,171,310	3,213,540	5%
Miscellaneous Revenue	90,968	123,100	127,650	399,750	225%
Transfers	1,357,125	2,815,670	2,815,670	814,410	-71%
General Fund O/H Charges	3,079,850	2,644,730	2,644,730	3,044,550	15%
Total Other Rev. & Financing Sources	4,527,943	5,583,500	5,588,050	4,258,710	-24%
Total	\$66,082,441	\$69,677,940	\$69,653,750	\$67,608,790	-3%

General Fund Revenues By Line Item

Revenues Description	FY 2017-18 Actual	FY 2018-19 Adj Budget	FY 2018-19 Projected	FY 2019-20 Budget	% Bud 18-19 To Bud 19-20
Taxes					
Current Year Secured Taxes	\$24,009,554	\$25,341,000	\$25,341,000	\$26,515,000	5%
Current Year Unsecured Taxes	757,803	700,000	700,000	700,000	0%
Supp. Roll Property Taxes	742,925	500,000	500,000	500,000	0%
ERAF Property Tax	6,561,214	6,898,000	6,898,000	7,250,000	5%
Prior Year Secured & Unsecured	161,567	160,000	160,000	160,000	0%
Property Tax Admin. Charge	(191,543)	(250,000)	(250,000)	(250,000)	0%
Transient Occupancy Tax	2,114,100	2,125,000	2,100,000	2,150,000	1%
Transient Occupancy Tax Vacation Rental	691,616	475,000	500,000	500,000	5%
General Sales Tax	9,328,577	9,702,000	9,702,000	9,677,000	0%
P.S. Sales Tax Augmentation	406,789	450,000	450,000	450,000	0%
Lighting Assessments Prior Year	7	0	0	0	0%
San Diego Gas & Electric	733,355	730,000	730,000	730,000	0%
Southern California Gas	125,895	125,000	125,000	130,000	4%
Cox Communications	1,090,475	1,100,000	1,100,000	1,110,000	1%
CR&R	443,031	450,000	450,000	459,000	2%
Other Franchise Fees	29,000	32,000	32,000	32,000	0%
Parimutual Taxes	20,982	20,000	20,000	20,000	0%
Property Transfer Tax	745,673	700,000	700,000	700,000	0%
Penalty & Interest - Delqnt. Prop. Tax	43,259	60,000	60,200	60,200	0%
Business License Tax	936,845	890,000	942,000	900,000	1%
Business License - Development	112,972	75,000	75,000	75,000	0%
Home Occupation Permits	82,310	78,000	82,000	80,000	3%
Total Taxes	48,946,406	50,361,000	50,417,200	51,948,200	3%
Permits & Fees					
Building Permits	992,199	788,000	750,000	750,000	-5%
Disability Access/Educ Fee	14,261	19,800	16,200	16,200	-18%
Electrical Permits	408,675	331,000	330,000	350,000	6%
Mechanical Permits	145,222	117,000	115,000	115,000	-2%
Plumbing Permits	282,799	215,000	215,000	193,500	-10%
Grading Permits	23,840	27,000	27,000	17,490	-35%
STLU Permit Fee	17,535	7,880	7,880	7,880	0%
Street Encroachment Permits	77,471	40,230	93,000	75,000	86%
Alarm Permits	88,215	88,000	88,000	88,000	0%
Miscellaneous Permits	420	1,130	1,130	1,130	0%
Total Permits & Fees	2,050,637	1,635,040	1,643,210	1,614,200	-1%
Intergovernmental					
Other Federal Grants	28,714	0	0	0	0%
Mandated Cost Reimbursement	11,555	12,000	11,000	11,500	-4%
S.O.N.G.S. Grant	158,825	190,000	193,600	193,600	2%
Other State Grant	290,727	1,438,000	1,362,090	0	-100%
Motor Vehicle Tax	34,728	35,000	35,000	35,000	0%
Homeowners Exempt. Subvention	138,319	155,000	155,000	155,000	0%
Special District Augmentation	1,104	0	1,000	1,000	100%
Other County Grants	0	914,400	914,400	0	-100%
Other Governmental Revenues	111,074	0	0	0	0%
Total Intergovernmental	775,046	2,744,400	2,672,090	396,100	-86%

General Fund Revenues By Line Item

Revenues Description	FY 2017-18 Actual	FY 2018-19 Adj Budget	FY 2018-19 Projected	FY 2019-20 Budget	% Bud 18-19 To Bud 19-20
Service Charges					
Business License Processing Fee	55,358	70,000	60,000	60,000	-14%
Building Plan Check Fees	721,938	562,500	562,500	562,500	0%
Planning Plan Check Fees	107,559	75,000	86,000	75,000	0%
Transportation Permits	1,762	1,200	1,200	1,200	0%
Improvement Plan Check Fees	34,520	35,000	35,000	30,000	-14%
Landscape Plan Check Fees	1,553	1,500	1,500	1,500	0%
SFR Plan Check Fee	78,307	40,000	40,000	40,000	0%
Reproduction of Documents	1,443	1,700	2,000	1,700	0%
Map Sales	196	300	50	50	-83%
Bad Check Service Charges	4,228	3,000	4,000	4,000	33%
Other Planning Service Fees	(3,933)	14,000	14,000	14,000	0%
Planning - CC Applications	14,432	5,000	18,000	12,000	140%
Planning - PC Applications	136,947	75,000	85,000	85,000	13%
Planning - ZA Applications	25,509	15,000	10,000	8,000	-47%
Planning - Admin Applications	31,292	10,000	18,000	17,750	78%
Traffic Model Fees	0	700	0	700	0%
Traffic Review Fees	0	500	0	500	0%
General Plan Update Fee	24,604	5,000	18,000	12,000	140%
Weed Assessments - Current Year	10,349	10,000	10,000	10,000	0%
Weed Assessments - Prior Year	4,968	2,000	2,000	2,000	0%
Sign Storage Fee	0	250	0	250	0%
Ambulance Service Charges	1,278,718	1,350,000	1,350,000	1,400,000	4%
Ambulance Subscription Fees	23,940	25,000	25,000	25,000	0%
Amulance GEMT Reimb	36,867	0	0	0	0%
Special Lifeguard Services	9,227	7,500	6,730	4,500	-40%
Junior Lifeguard Services	198,472	176,000	192,040	197,750	12%
Special Beach Events Fees	9,822	16,530	16,530	16,530	0%
Lifeguard Training Class	4,453	0	3,750	0	0%
Film Permit Fees	2,200	3,000	3,000	3,000	0%
Fingerprint Services	10	300	100	100	-67%
Visa Letter Service	100	300	200	200	-33%
Police Duplication Fees	313	500	300	300	-40%
Other Police Dept. Service Charge	280	500	500	500	0%
Parking Meters	982,546	905,000	905,000	905,000	0%
Parking Permits	149,940	150,000	150,000	150,000	0%
Public Works Inspection Fee	0	2,500	1,000	1,500	-40%
Engineering Plan Review	9,472	7,000	7,000	7,500	7%
Construction Inspection Fee	164,972	200,000	200,000	70,000	-65%
Engr. & Geotech. Reimbursement	4,922	2,000	2,000	2,000	0%
Other Engineering Service Fees	4,883	3,000	2,500	2,500	-17%
OHBC Pool Programs & admin Fees	23,227	15,000	15,000	15,000	0%
SCAC Pool Programs & Admin Fees	281,244	215,000	215,000	215,000	0%
Swimming Pool Fees	42,152	30,000	30,000	30,000	0%
SCAC Contract Pool Class Fees	295,597	220,000	220,000	220,000	0%
Comm. Ctr. Contract Class Fees	385,682	235,000	235,000	235,000	0%
Offsite Contract Class Fees	127,009	108,000	108,000	108,000	0%

General Fund Revenues By Line Item

Revenues Description	FY 2017-18 Actual	FY 2018-19 Adj Budget	FY 2018-19 Projected	FY 2019-20 Budget	% Bud 18-19 To Bud 19-20
Recreation Sports Fees	191,550	185,000	185,000	185,000	0%
SCAC Building Class Fees	132,131	191,400	144,510	145,000	-24%
Park Class Fees	122,249	222,000	200,000	200,000	-10%
Beach Class Fees	206,431	186,000	180,000	180,000	-3%
Street Banner Fees	11,010	12,480	12,480	12,480	0%
Processing Fee	1,522	0	3,000	3,000	100%
Recreation Special Events	24,816	20,230	17,500	16,300	-19%
Fun on the Run Program Revenue	6,025	5,500	5,500	5,500	0%
After School Programming	187,729	155,000	155,000	155,000	0%
Gift Certificate Classes	(480)	(2,000)	0	(2,000)	-100%
Total Service Charges	6,170,063	5,575,390	5,558,890	5,447,810	-2%
Fines					
Parking Violations	273,212	350,000	350,000	350,000	0%
Vehicle Code Fines	122,574	120,000	120,000	120,000	0%
Court Fines	3,551	5,000	5,000	5,000	0%
Administration Citation	133,364	247,230	120,000	247,230	0%
Enforcement Administrative Citation	4,436	8,000	8,000	8,000	0%
Total Fines	537,137	730,230	603,000	730,230	0%
Interest and Rents					
Interest Earnings	344,338	315,000	400,000	420,000	33%
Unrealized Gain/Loss on Invest.	(233,528)	0	0	0	0%
Interest Earnings - Other	22,685	7,000	7,000	7,000	0%
Communication Site Rental	506,405	512,940	527,000	512,940	0%
Beach Club Rent	7,873	0	340	0	0%
Community Center Rent	71,583	55,000	55,000	55,000	0%
Library Annex Rentals	11,942	9,000	10,000	10,000	11%
Pool Rental	147,044	169,650	165,000	169,650	0%
Senior Center Rentals	6,851	0	3,830	0	0%
Sports Field Rentals	514,400	502,500	525,000	543,000	8%
Rental of City Property	15,983	8,100	8,100	8,100	0%
Park Rentals	26,032	20,500	20,500	20,500	0%
Steed Park Concession	19,090	18,500	18,500	19,000	3%
OHBC - Concession	201,772	252,000	252,000	252,000	0%
Lawn Bowling	0	750	0	0	-100%
Negocio Leases	429,137	266,230	266,230	273,900	3%
Pier Restaurant	825,489	750,000	750,000	750,000	0%
Negocio (1030) Lease	75,151	77,040	77,040	77,040	0%
"T" Street Concession	4,366	4,500	6,100	6,100	36%
Telescope	553	750	750	750	0%
Bait & Tackle Shop	7,006	6,000	6,000	6,000	0%
Fabricante Rental	34,140	34,200	34,200	34,200	0%
1100 N. El Camino Real Bldg Lease	36,897	38,720	38,720	48,360	25%
Total Interest and Rents	3,075,209	3,048,380	3,171,310	3,213,540	5%

General Fund Revenues By Line Item

Revenues Description	FY 2017-18 Actual	FY 2018-19 Adj Budget	FY 2018-19 Projected	FY 2019-20 Budget	% Bud 18-19 To Bud 19-20
<i>Other Revenue & Financing Sources</i>					
Work Orders	0	0	6,450	0	0%
Donations from Private Sources	0	0	0	170,000	100%
Cash Over or Short	(629)	0	0	0	0%
Miscellaneous Income	1,923	250	1,200	400	60%
Sidewalk Repair Reimbursement	3,771	100,000	40,000	200,000	100%
Miscellaneous Reimbursement	36,289	2,350	55,000	4,350	85%
Comm Park Maint Reimb	30,053	20,500	25,000	25,000	22%
Gain/loss - Disposal Gen. Fixed Assets	19,561	0	0	0	0%
Transfer from Misc. Grants Fd.	15,750	17,500	17,500	17,500	0%
Transfer from 2107 Gas Tax	468,551	473,800	473,800	473,800	0%
Transfer from Water Fund	25,000	58,000	58,000	25,000	-57%
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	649,714	2,068,260	2,068,260	100,000	-95%
General Fund O/H Charges	3,079,850	2,644,730	2,644,730	3,044,550	15%
<i>Total Other Rev. & Financing Sources</i>	<i>4,527,943</i>	<i>5,583,500</i>	<i>5,588,050</i>	<i>4,258,710</i>	<i>-24%</i>
Total:	\$66,082,441	\$69,677,940	\$69,653,750	\$67,608,790	-3%

Revenue Assumptions

for Major Revenue Sources

General Fund Revenue Assumptions

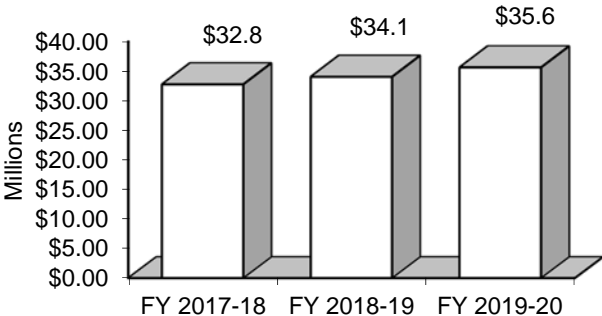
FY 2019-20 revenues are based on a combination of factors including analysis of historical revenue receipts, anticipated changes in the local economic environment, projected City growth through development and anticipated changes in revenue receipts.

A total of \$67.6 million is budgeted in the General Fund for the 2019-20 fiscal year. For FY 2018-19, revenues are projected to amount to \$69.7 million. The assumptions used by the City to budget FY 2019-20 revenues are explained within this section.

(Note: Charts in this section utilize FY 2017-18 actual revenues, projected revenues for FY 2018-19, and FY 2019-20 budget.)

Property Tax

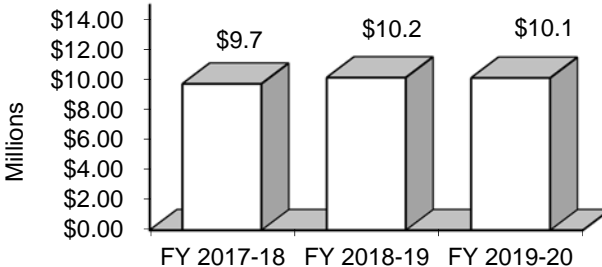
For FY 2019-20, property taxes are anticipated to increase by 5% or \$1.5 million. In FY 2019-20, Secured property and ERAF property taxes both increase by 5%. Beyond FY 2019-20 property taxes are anticipated to increase. This increase will be supported by home values within the City and the development of the Outlets at San Clemente and the Sea Summit residential development.



Property taxes in the table total \$35,635,200 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, decrease by \$25,000 or 0.2%. The top three sales tax categories in the City are fuel, grocery and restaurant industries. The allocation of sales tax that is dedicated to public safety based on countywide sales tax receipts is \$450,000.



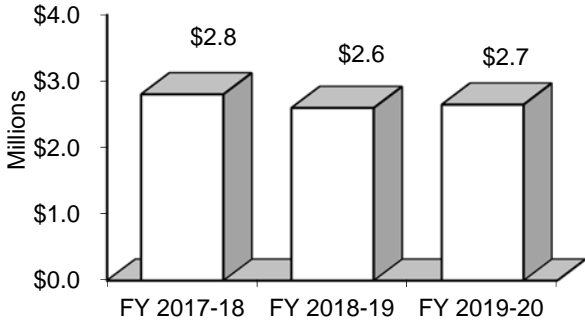
Revenue Assumptions

for Major Revenue Sources

Transient Occupancy Tax (TOT)

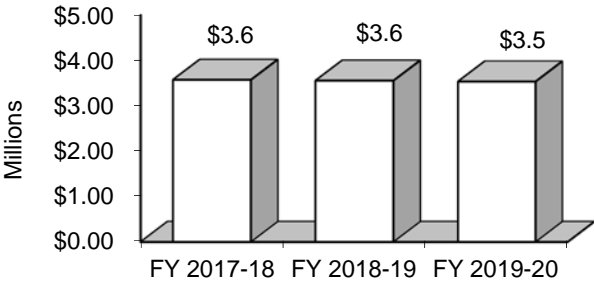
TOT is a 10% "bed" tax that is added to hotel room bills and vacation rentals within City limits. TOT revenue is budgeted at \$2.7 million for FY 2019-20, which is based on historical amounts.

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

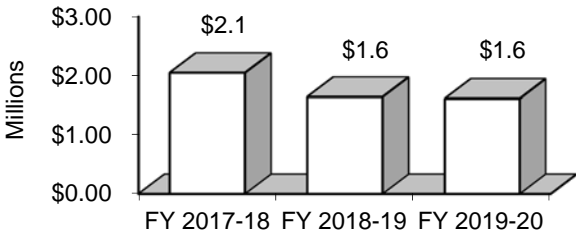
This revenue category includes franchise taxes from the City's utility providers, parimutual taxes, and business license taxes. Franchise taxes are based upon 2% of gross sales from the City's providers of electric, gas, cable and trash, are projected to amount to \$2.5 million. Parimutual taxes are based on off-site betting within the community. In FY 2019-20, business license taxes are anticipated to remain at \$1.0 million.



Permits & Fees

Revenue in the permit & fees category is projected to decrease by 1% or approximately (\$20,840) for FY 2019-20 as a result of current construction levels.

Permits revenue includes building related permits. Building permits are anticipated to decrease by 5% or (\$38,000) in FY 2019-20. Other building permits, such as electrical and plumbing also are budgeted to fluctuate based on anticipated activity. STLU permit fees are anticipated to remain the same at \$7,880.

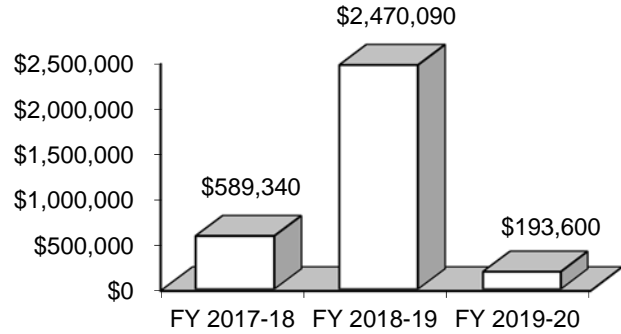


Revenue Assumptions for Major Revenue Sources

Intergovernmental – Grants

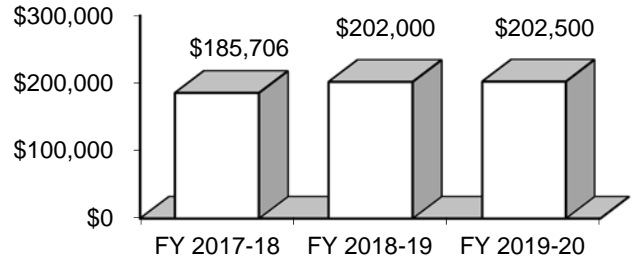
This category consists of Federal, State and County grants. The City receives grant funding for various purposes, including recurring and one-time grants.

Recurring reimbursement grants include: 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 \$193,000 from State Office of Emergency Services (OES). Grants received in FY 2017-18 and budgeted in FY 2018-19 include capital and transportation related grants – such as sidewalk projects.



Intergovernmental - State Subventions

State Subvention revenue includes motor vehicle tax, homeowner’s exemption subventions and state mandated reimbursement program. FY 2019-20 includes \$167,500 for state subventions with motor vehicle fees of \$35,000 and homeowner subvention fees of \$155,000. The State mandated cost reimbursement program of \$11,500 is funded through the State budget.

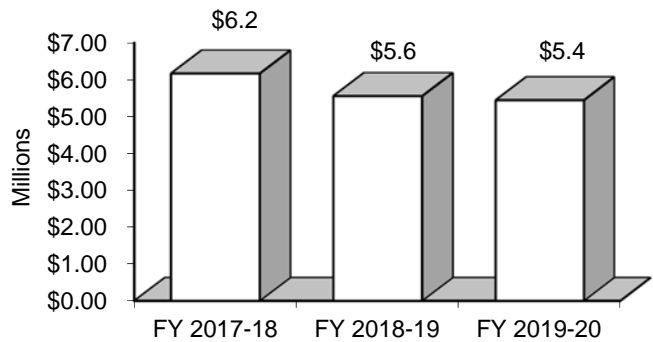


The State of California increased the motor vehicle fee in the prior year, however only the State benefits from the increased amount.

Service Charges

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

The largest decreases are in Recreation, Inspection, and Public Safety fees. Ambulance rates increase by 4% and are based on the County Department of Health rates. Development service charges, including planning, plan check and inspection fees, are budgeted lower but fluctuate as development occurs.



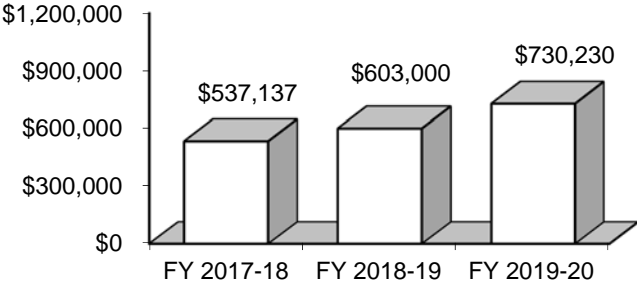
Revenue Assumptions

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.

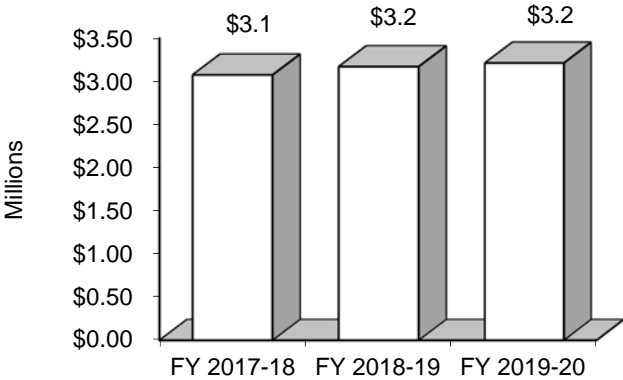
The total fines budget is \$730,230 for FY 2019-20. Overall, this category is anticipated to remain the same.



Interest and Rents

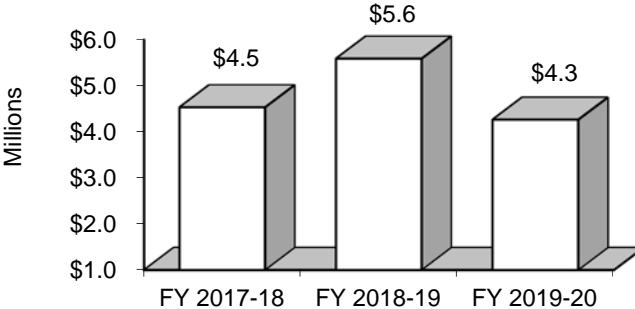
Interest and Rents consist of investment income, ongoing rental income from City-owned properties, communication antenna sites located throughout the City and community recreation facilities. Investment income, which is based upon an average rate of return of 2.7% and a General Fund average cash balance of \$25 million, will result in \$427,000 for FY 2019-20.

In total, \$3,213,540 million is anticipated for FY 2019-20 interest and rents.



Other Revenues and Financing Sources

These categories include General Fund overhead charges, interfund transfers and miscellaneous revenue. In total, \$4.3 million is budgeted for FY 2019-20. Overhead charges increased by (\$399,820) 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 \$2.0 million due mainly to the completion of the civic center remodel in FY 2018-19.



General Fund Expenditure Overview

FY 2018-19 Adjusted Budget	\$78,313,170
<i>Salary and Benefit Changes</i>	
Salaries, including part time and overtime	587,670
Benefits, including medical and retirement costs	377,590
One-time pension payment on Unfunded Accrued Liability	400,000
<i>Operational Increases</i>	
Police contract services	584,770
Fire contract and ambulance program	712,670
Professional services/studies	451,600
Maintenance	118,520
Utilities (natural gas, electricity, water)	123,370
Contingency reserve	27,000
<i>Operational Decreases</i>	
Other contractual services (includes SCRides decrease)	-1,615,820
Legal services	-449,680
Election expenses	-69,000
<i>Capital Outlay/Studies</i>	
910 Calle Negocio Remodel-Temp City Hall Relocation	-2,869,124
Shorecliffs Elementary Safe Routes to School	-579,420
Concordia Elementary Safe Routes to School	-99,890
Major Street Maintenance	-657,900
Park Monument Sign Replacements	-200,000
Vista Bahia Park Restroom Rehabilitation	-575,210
Beach Trail Bridges Maintenance	-586,160
Sidewalk Repair and Improvements	-394,590
Pier Structural Construction	-803,360
Shoreline Feasibility Study - Phase III	-208,840
Other capital and major maintenance projects	661,414
<i>Transfers and Debt Service Changes</i>	
Transfer to Facilities Maintenance Fund	-2,500,000
Transfer to other funds	10,660
<i>Interdepartmental Charges</i>	
General Liability Insurance charges	224,890
Central service charges (postage, communications, EDMS, and duplicating)	-25,290
Fleet charges	89,180
Information technology charges	-16,190
Facilities Maintenance Replacement Charges	47,500
Aggregate Change in Other Categories	-72,380
FY 2019-20 Budget (-9% decrease)	\$71,007,150

General Fund Expenditure Summary

Expenditures	FY 2017-18	FY 2018-19	FY 2018-19	FY 2019-20	% Bud 18-19
Description	Actual	Adj Budget	Projected	Budget	To Bud 19-20
Full-Time Salaries	\$9,579,328	\$10,861,650	\$10,286,220	\$11,398,530	5%
Part-Time Salaries	1,740,852	1,831,160	1,710,770	1,876,230	2%
Overtime	152,323	122,070	168,090	127,790	5%
Benefits	5,096,022	5,845,660	5,601,440	6,623,250	13%
Total Personnel	16,568,525	18,660,540	17,766,520	20,025,800	7%
Office Supplies	125,060	144,760	132,840	141,320	-2%
Other Operating Supplies	593,338	651,510	633,600	641,940	-1%
Maintenance Supplies	363,166	366,330	366,870	353,130	-4%
Total Supplies	1,081,564	1,162,600	1,133,310	1,136,390	-2%
Administrative	293,176	310,200	335,620	351,450	13%
Travel and Training	80,086	134,530	121,160	151,170	12%
Utilities	2,142,799	2,110,080	2,160,310	2,233,450	6%
Maintenance	3,789,732	4,576,120	4,364,470	4,694,640	3%
Internal Services	(1,075,876)	(1,000,000)	(950,000)	(960,000)	-4%
Fire Contract Services	8,135,062	8,701,000	8,703,000	9,342,670	7%
Ambulance Program	1,111,570	1,211,000	1,211,000	1,282,000	6%
Police Contract Services	14,120,076	15,384,500	15,384,500	15,969,270	4%
Public Safety	216,404	275,110	264,800	278,800	1%
Legal Services	1,695,805	1,644,180	1,850,130	1,194,500	-27%
Rental	58,598	73,230	77,230	77,100	5%
Animal Control	843,206	840,790	841,480	850,640	1%
Other Contractual Services	2,356,951	3,551,940	3,338,630	2,387,720	-33%
Total Contractual Services	33,767,589	37,812,680	37,702,330	37,853,410	0%
Miscellaneous Charges	121,465	178,570	163,790	111,470	-38%
Promotional Charges	129,515	151,710	159,390	148,670	-2%
Recreation Charges	888,423	789,400	751,020	769,400	-3%
Social Service Charges	95,656	122,300	116,500	109,960	-10%
Contingency Reserve	0	21,000	21,000	48,000	129%
Total Other Charges	1,235,059	1,262,980	1,211,700	1,187,500	-6%
Improvements Other Than Bldg.	3,603,889	5,756,360	5,757,640	1,170,000	-80%
Machinery and Equipment	2,610	14,000	14,000	11,250	-20%
Major Maintenance	412,059	1,160,580	1,131,780	360,000	-69%
Sidewalk Repair & Improvements	21,766	544,590	544,590	150,000	-72%
Major Street Maintenance	11,773	1,207,900	1,207,900	550,000	-54%
Slurry Seal	260,610	250,000	250,000	250,000	0%
Capital Study	23,654	0	0	0	0%
Total Capital Outlay	4,336,361	8,933,430	8,905,910	2,491,250	-72%
Interdepartmental Charges	5,042,670	5,159,670	5,159,670	5,477,510	6%
Charges to Other Funds	(157,023)	(229,360)	(227,000)	(227,000)	-1%
Total Interdepartmental Charges	4,885,647	4,930,310	4,932,670	5,250,510	6%
Total Interfund Transfers	3,666,443	4,278,380	4,278,380	1,789,040	-58%
Total Debt Service	1,044,049	1,272,250	1,272,250	1,273,250	0%
Total:	\$66,585,237	\$78,313,170	\$77,203,070	\$71,007,150	-9%

General Fund Expenditures By Line Item

Expenditures Description	FY 2017-18 Actual	FY 2018-19 Adj Budget	FY 2018-19 Projected	FY 2019-20 Budget	% Bud 18-19 To Bud 19-20
Personnel					
Salaries, Regular Full Time	\$9,579,328	\$10,861,650	\$10,286,220	\$11,398,530	5%
Salaries, Regular Part Time	289,622	324,210	258,960	319,330	-2%
Salaries, Hourly Part Time	1,451,230	1,506,950	1,451,810	1,556,900	3%
Regular Overtime	0	4,600	760	4,600	0%
Premium Overtime, Regular	150,249	112,350	160,730	118,120	5%
Premium Overtime, Part-Time	2,074	5,120	6,600	5,070	-1%
Holiday Pay	0	8,520	1,520	8,520	0%
Accrued Leave Payoff	180,515	205,850	169,790	187,450	-9%
Education Incentive Pay	281	0	0	0	0%
Assignment Pay	34,124	38,300	33,000	37,000	-3%
Auto Allowance	18,000	18,000	18,000	18,210	1%
Phone Allowance	2,965	4,210	2,630	2,600	-38%
Educational Reimbursement	29,070	24,720	24,720	17,010	-31%
Bilingual Pay	840	1,000	1,580	1,660	66%
FICA	587,781	665,480	634,950	696,950	5%
Medicare	167,976	185,630	179,310	196,160	6%
State Disability Insurance	87,164	102,550	99,080	107,830	5%
A. D. & D. Insurance	1,909	2,210	2,210	2,300	4%
Long Term Disability Insurance	32,311	35,040	35,490	37,070	6%
State Unemployment Insurance	5,777	34,820	35,660	34,650	0%
Workers' Compensation Insurance	275,813	318,210	293,120	322,400	1%
Life Insurance	27,963	32,180	30,430	31,290	-3%
Medical Insurance	1,723,307	1,917,780	1,756,220	1,984,100	3%
P.E.R.S. Retirement Premium	158,650	169,140	169,670	580,790	243%
San Clemente Retirement Premium	932,507	1,073,070	1,113,320	976,120	-9%
Retirement Premium (UAL)	734,970	904,180	904,180	1,273,140	41%
Deferred Compensation	36,230	45,720	39,160	47,520	4%
Deferred Compensation, Part Time	57,869	59,050	57,400	60,480	2%
Total Personnel	16,568,525	18,660,540	17,766,520	20,025,800	7%
Supplies					
Office Supplies	53,074	65,320	61,410	61,550	-6%
Postage	70,358	77,440	69,430	77,770	0%
Data Processing Supplies	1,628	2,000	2,000	2,000	0%
Maps and Blueprints	108	0	0	0	0%
Horticultural Supplies	19,153	23,250	23,250	27,250	17%
Leadership Supplies	2,880	3,000	0	3,500	17%
Medical Supplies	9,699	11,160	10,460	10,760	-4%
Chemical Supplies	54,175	48,000	38,000	38,000	-21%
Janitorial Supplies	42,278	47,000	47,010	47,000	0%
Photographic Supplies	38	500	500	500	0%
Protective Supplies	1,725	1,280	1,280	1,280	0%
Books, Codes and Supplement	2,101	8,690	7,190	17,140	97%
Office Furniture and Equipment	31,262	36,600	37,880	30,250	-17%
Small Tools and Equipment	52,692	72,980	73,230	59,980	-18%
Clothing and Uniforms	19,176	25,180	24,380	24,980	-1%
Service Awards	18,932	13,730	10,740	11,230	-18%
Operating Supplies	435,814	481,400	481,200	478,330	-1%

General Fund Expenditures By Line Item

Expenditures Description	FY 2017-18 Actual	FY 2018-19 Adj Budget	FY 2018-19 Projected	FY 2019-20 Budget	% Bud 18-19 To Bud 19-20
Street Signs	38,575	40,040	40,040	40,040	0%
Street Materials	31,901	40,000	40,000	40,000	0%
Maintenance Supplies	195,995	165,030	165,310	164,830	0%
Total Supplies	1,081,564	1,162,600	1,133,310	1,136,390	-2%
Contractual Services					
Advertising	14,455	18,780	20,520	25,680	37%
Legal Notices	49,789	31,250	54,540	46,000	47%
Printing and Binding	20,417	23,770	26,670	24,570	3%
Travel and Training	71,434	122,270	110,190	138,600	13%
Required Licensing Certification	4,587	4,980	4,980	5,220	5%
Mileage	4,065	7,280	5,990	7,350	1%
Code Updating Service	5,830	14,500	16,000	16,000	10%
Property Insurance	202,685	221,900	217,890	239,200	8%
OCFA Contractual Facilities Maint	43,723	35,000	40,000	30,000	-14%
Data Lines	4,667	4,850	4,750	5,100	5%
Telephone	5,230	5,760	5,760	5,760	0%
Natural Gas	87,230	80,070	79,560	80,900	1%
Electricity	1,238,356	1,207,450	1,239,780	1,245,570	3%
Caltrans Electricity	5,592	6,700	6,700	6,770	1%
404 Bahia Electricity	386	420	420	420	0%
Water	757,615	769,180	782,690	858,280	12%
Landfill Fees	0	650	650	650	0%
Maintenance of Buildings	309,052	565,450	551,950	431,680	-24%
Maintenance of Restrooms	215,156	198,840	238,840	146,930	-26%
Maintenance of Improvements	62,349	24,000	24,000	24,000	0%
Maintenance of Beaches	112,080	121,700	140,000	153,360	26%
Maintenance of Landscaping	1,654,433	1,976,960	1,732,020	2,228,310	13%
Maintenance of Trees	448,301	379,000	379,000	446,660	18%
Beach Cleaning	24,785	20,000	28,000	28,000	40%
Maintenance of Office Equipment	2,411	6,210	6,100	6,320	2%
Maintenance of Auto Equipment	64	760	720	720	-5%
Maintenance of Operating Equipment	69,849	98,140	94,480	88,180	-10%
Maintenance of Computer Hardware	1,728	8,000	8,000	3,000	-63%
Maintenance of Computer Software	41,477	302,140	302,270	94,900	-69%
Maintenance of Radio Equipment	44,909	48,000	48,000	48,000	0%
Maintenance of Other Facilities	460,061	528,690	496,690	497,200	-6%
Graffiti Removal	56,411	65,200	79,000	76,700	18%
Graffiti Administration	27,000	30,000	30,000	30,000	0%
Contracted Custodial Service	135,585	157,880	160,430	260,680	65%
Center Striping/Markings	124,081	45,150	44,970	130,000	188%
Engineering Services	(1,074,797)	(1,000,000)	(950,000)	(960,000)	-4%
SFR Plan Check	44,650	35,000	35,000	25,000	-29%
Building Services	(1,079)	0	0	0	0%
Clerical Services	16,782	19,000	18,920	20,500	8%
Accounting and Auditing	47,400	58,200	58,000	49,600	-15%
Bank Merchant Fees	270,939	265,780	250,350	263,280	-1%
Brokers Commissions	18,760	0	0	0	0%
Fire Contract Services	8,134,792	8,571,000	8,571,000	9,210,400	7%

General Fund Expenditures By Line Item

Expenditures Description	FY 2017-18 Actual	FY 2018-19 Adj Budget	FY 2018-19 Projected	FY 2019-20 Budget	% Bud 18-19 To Bud 19-20
OCFA Vehicle Replacement	270	130,000	132,000	132,270	2%
Ambulance Program	1,111,570	1,211,000	1,211,000	1,282,000	6%
Crossing Guards	111,447	126,310	116,000	130,000	3%
Police Contract Services	14,120,076	15,384,500	15,384,500	15,969,270	4%
Parking Citation Processing	104,957	148,800	148,800	148,800	0%
Legal Services - Retainer	110,490	400,000	400,000	462,000	16%
Legal - Contingency	1,248,341	1,038,990	1,023,990	520,000	-50%
Other Legal Services	336,974	205,190	426,140	212,500	4%
Medical Examinations	18,556	20,900	10,900	20,900	0%
Investigative Services	5,732	5,000	3,000	5,000	0%
Professional Services	652,124	501,430	396,170	858,030	71%
Professional Studies	0	0	0	95,000	100%
Rental of Land	49,942	58,200	58,200	58,200	0%
Rental of Equipment	5,365	10,700	14,700	14,700	37%
Rental of Uniforms	3,291	4,330	4,330	4,200	-3%
Animal Control and Shelter	815,410	799,440	799,440	809,690	1%
Landscape Rodent Control	27,796	41,350	42,040	40,950	-1%
Contractual Services	1,183,920	2,619,730	2,540,290	1,024,410	-61%
Temporary Services	92,980	0	0	0	0%
Sidewalk Pressure Wash	5,108	26,900	26,000	26,000	-3%
Total Contractual Services	33,767,589	37,812,680	37,702,330	37,853,410	0%
Other Charges					
Court Costs	0	80	0	80	0%
Dues and Subscriptions	88,315	79,590	80,140	81,490	2%
Property Taxes	5,501	5,500	5,340	5,500	0%
Other Taxes	9,400	10,000	10,000	10,000	0%
Licenses and Permits	2,221	2,500	2,500	2,500	0%
Boards & Commissions Expense	5,746	2,150	1,800	2,150	0%
Special Meetings and Events	35,804	43,650	49,930	37,600	-14%
Fourth of July Celebration	43,585	41,560	41,560	41,570	0%
City General Special Events	19,216	29,000	29,000	30,000	3%
Election Expenses	0	69,000	54,500	0	-100%
Recreation Special Event Expenses	109,714	80,000	82,620	81,000	1%
Recreation Contract Class Instructors	778,709	709,400	668,400	688,400	-3%
Community Relations Expense	(1,829)	2,500	3,500	2,500	0%
Volunteer Program Expenses	4,817	4,500	3,700	6,160	37%
RSVP	11,032	19,800	14,800	14,000	-29%
Crime Prevention	524	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%
Downtown Business Assoc Subsidy	30,039	32,000	32,000	34,000	6%
Tourist & Conv. Bureau Subsidy	2,700	3,000	3,400	3,000	0%
Marine Unit Support	14,310	27,500	27,500	17,500	-36%
Homeless Prevention Program	0	7,000	7,000	5,000	-29%
Social Services Grants	56,888	53,900	53,900	57,700	7%
Refund of Prior Year Revenues	2,437	500	510	500	0%
Other Operating Expense	7,845	9,250	9,000	9,250	0%

General Fund Expenditures By Line Item

Expenditures Description	FY 2017-18 Actual	FY 2018-19 Adj Budget	FY 2018-19 Projected	FY 2019-20 Budget	% Bud 18-19 To Bud 19-20
Contingency Reserve	0	21,000	21,000	48,000	129%
Total Other Charges	1,235,059	1,262,980	1,211,700	1,187,500	-6%
Capital Outlay					
Improvements Other Than Bldg.	3,603,889	5,756,360	5,757,640	1,170,000	-80%
Computer Equipment	2,610	1,000	1,000	250	-75%
Automotive Equipment	0	13,000	13,000	11,000	-15%
Major Maintenance/Repairs	412,059	1,160,580	1,131,780	360,000	-69%
Sidewalk Repairs	21,766	544,590	544,590	150,000	-72%
Major Street Maintenance	11,773	1,207,900	1,207,900	550,000	-54%
Slurry Seal	260,610	250,000	250,000	250,000	0%
Capital Study	23,654	0	0	0	0%
Total Capital Outlay	4,336,361	8,933,430	8,905,910	2,491,250	-72%
Interdepartmental Charges					
Insurance Charges	2,041,760	2,068,350	2,068,350	2,293,240	11%
Postage Charges	91,380	84,630	84,630	89,420	6%
Duplicating Charges	64,230	71,990	71,990	80,720	12%
EDMS Charges	37,990	46,760	46,760	39,530	-15%
Information Technology Charges	1,467,490	1,438,410	1,438,410	1,422,220	-1%
Communications Charges	241,100	170,040	170,040	138,460	-19%
Fleet Rental Charges	633,020	678,290	678,290	767,470	13%
Capital Equipment Replacement	179,730	219,730	219,730	219,730	0%
Park Asset Replacement Charge	102,000	150,000	150,000	150,000	0%
Facilities Maintenance Replacement	183,970	231,470	231,470	276,720	20%
Charges to Water Fund	(58,218)	(81,180)	(80,000)	(80,000)	-1%
Charges to Sewer Fund	(49,120)	(81,180)	(80,000)	(80,000)	-1%
Charges to Storm Drain	(49,685)	(60,000)	(60,000)	(60,000)	0%
Charges to Clean Ocean	0	(7,000)	(7,000)	(7,000)	0%
Total Interdepartmental Charges	4,885,647	4,930,310	4,932,670	5,250,510	6%
Interfund Transfers					
Transfer to 2106 Gas Tax Fund	14,590	14,590	14,590	14,590	0%
Transfer to St. Improvement Fund	195,290	756,290	756,290	756,290	0%
Transfer to Facilities Maintenance	2,880,000	2,880,000	2,880,000	380,000	-87%
Transfer to General Liability	300,000	0	0	0	0%
Transfer to Other Funds	276,563	627,500	627,500	638,160	2%
Total Interfund Transfers	3,666,443	4,278,380	4,278,380	1,789,040	-58%
Debt Service					
Unfunded PERS Liability	1,044,049	1,272,250	1,272,250	1,273,250	0%
Total Debt Service	1,044,049	1,272,250	1,272,250	1,273,250	0%
Total:	\$66,585,237	\$78,313,170	\$77,203,070	\$71,007,150	-9%

General Fund Summary by Department

Description	FY 2017-18 Actual	FY 2018-19 Adj Budget	FY 2018-19 Projected	FY 2019-20 Budget	% Bud 18-19 To Bud 19-20
City Council/City Manager /Economic Dev					
City Council	59,002	57,200	55,640	56,500	-1%
Cable Programming	9,004	20,960	16,390	21,250	1%
City Manager	629,819	724,390	713,250	783,400	8%
Economic Development	103,917	108,600	109,000	130,600	20%
Total City Council/City Manager/Economic Dev	\$801,742	\$911,150	\$894,280	\$991,750	9%
City General					
Social Services	83,031	96,500	96,500	88,300	-8%
City General	10,134,365	13,497,940	13,511,550	7,150,410	-47%
Total City General	\$10,217,396	\$13,594,440	\$13,608,050	\$7,238,710	-47%
City Clerk					
Council Related Services	580,848	767,670	709,020	708,380	-8%
Elections	5,077	84,310	67,150	10,820	-87%
Total City Clerk	\$585,925	\$851,980	\$776,170	\$719,200	-16%
Finance & Administrative Services (F&AS)					
Finance Administration	242,796	265,100	240,620	0	-100%
Financial Services	898,842	997,940	977,690	1,180,020	18%
Utility Billing & Cashiering	911,174	925,310	797,600	858,700	-7%
Business Licensing	242,192	172,050	192,170	171,600	0%
Purchasing	28,214	29,600	29,700	144,740	389%
Human Resources Administration	672,022	596,650	583,670	614,290	3%
Labor Relations	38,610	15,800	13,100	15,800	0%
Employee Training	6,970	8,950	8,700	8,700	-3%
Finance & Admin. Services Administration	498,689	534,220	530,590	561,870	5%
Cash Management/Treasury	71,464	75,380	75,440	75,230	0%
Total Finance & Administrative Services	\$3,610,973	\$3,621,000	\$3,449,280	\$3,630,950	0%
Police Services					
Police Contract Services	14,701,913	16,007,110	15,996,800	17,308,470	8%
Local Police Services	16,815	21,050	21,050	21,050	0%
Total Police Services	\$14,718,728	\$16,028,160	\$16,017,850	\$17,329,520	8%
Fire Services					
Fire Contract Services	9,293,075	10,138,270	10,144,270	11,201,440	10%
Total Fire Services	\$9,293,075	\$10,138,270	\$10,144,270	\$11,201,440	10%
Community Development					
Building Administration	1,125,469	1,246,040	1,178,290	1,346,590	8%
Building Inspection	629,593	761,460	602,750	604,790	-21%
Long Range Planning	552,105	867,470	972,970	615,530	-29%
Current Planning	830,936	710,630	556,250	774,440	9%
Commission, Boards & Committee Support	31,171	46,450	36,400	51,380	11%
Planning Administration	286,969	387,280	361,600	462,660	19%
Community Development Administration	726,671	907,700	854,270	579,980	-36%
Code Compliance	708,659	869,790	1,011,390	1,019,450	17%
Weed Abatement	105,156	156,000	156,000	156,000	0%
Total Community Development	\$4,996,729	\$5,952,820	\$5,729,920	\$5,610,820	-6%

General Fund Summary by Department

Description	FY 2017-18 Actual	FY 2018-19 Adj Budget	FY 2018-19 Projected	FY 2019-20 Budget	% Bud 18-19 To Bud 19-20
Public Works					
Development Engineering	499,867	562,490	569,310	574,790	2%
Engineering Inspection	298,171	313,180	314,730	337,280	8%
Traffic	469,832	1,514,500	1,515,370	426,190	-72%
Design & General Engineering	(104,356)	15,230	63,440	203,500	1236%
Streets Engineering	537,956	567,700	491,360	495,150	-13%
Major Street Maintenance	2,014,743	2,957,730	2,957,730	957,110	-68%
Public Works Administration	537,952	645,130	581,410	754,640	17%
Emergency Planning	195,554	190,320	190,020	215,920	13%
Traffic Signals	793,785	927,510	983,240	1,070,890	15%
Traffic Maintenance	388,576	329,690	246,300	435,550	32%
Maintenance Services Administration	495,233	575,210	574,140	830,040	44%
Street Maintenance and Repair	541,616	676,860	626,960	544,250	-20%
Senior Citizen Facility	53,359	75,220	74,850	68,230	-9%
Parking Maintenance	311,778	296,600	291,930	302,710	2%
Facilities Maintenance	1,569,759	1,851,890	1,904,100	2,248,760	21%
Street Lighting	511,533	530,310	530,110	533,450	1%
Trail Maintenance	236,773	214,920	267,220	229,280	7%
Street Median & Trees	500,781	424,500	424,500	496,160	17%
Streetscapes	526,709	683,950	741,830	708,170	4%
Park Maintenance ¹	2,835,482	4,110,260	3,839,730	3,948,980	-4%
Beach Maintenance	1,805,104	2,111,040	2,096,680	742,410	-65%
Parks & Beach Maint. Admin.	735,931	754,160	669,740	549,390	-27%
Total Public Works	\$15,756,138	\$20,328,400	\$19,954,700	\$16,672,850	-18%
Marine Safety					
Operations & Rescue	1,576,642	1,735,190	1,724,070	2,170,560	25%
Prevention & Education	130,444	145,940	136,470	185,520	27%
Total Marine Safety	\$1,707,086	\$1,881,130	\$1,860,540	\$2,356,080	25%
Beaches, Parks & Recreation (BP&R)					
Ole Hanson Beach Club (OHBC) ¹	144,377	116,060	128,980	136,250	17%
Community Center	552,030	564,320	563,770	653,770	16%
Community Services	1,399,477	1,320,190	1,279,400	1,288,850	-2%
Aquatics ¹	912,659	1,215,470	1,049,070	1,200,470	-1%
VH Sports Field/SC Aquatics Facility ¹	828,330	669,410	686,290	683,440	2%
Steed Park Operations	164,401	234,490	237,830	265,090	13%
Recreation Program/Events	541,983	538,500	479,630	589,230	9%
Beaches, Parks & Recreation Administration	354,188	347,380	343,040	438,730	26%
Total Beaches, Parks & Recreation	\$4,897,445	\$5,005,820	\$4,768,010	\$5,255,830	5%
Total:	\$66,585,237	\$78,313,170	\$77,203,070	\$71,007,150	-9%

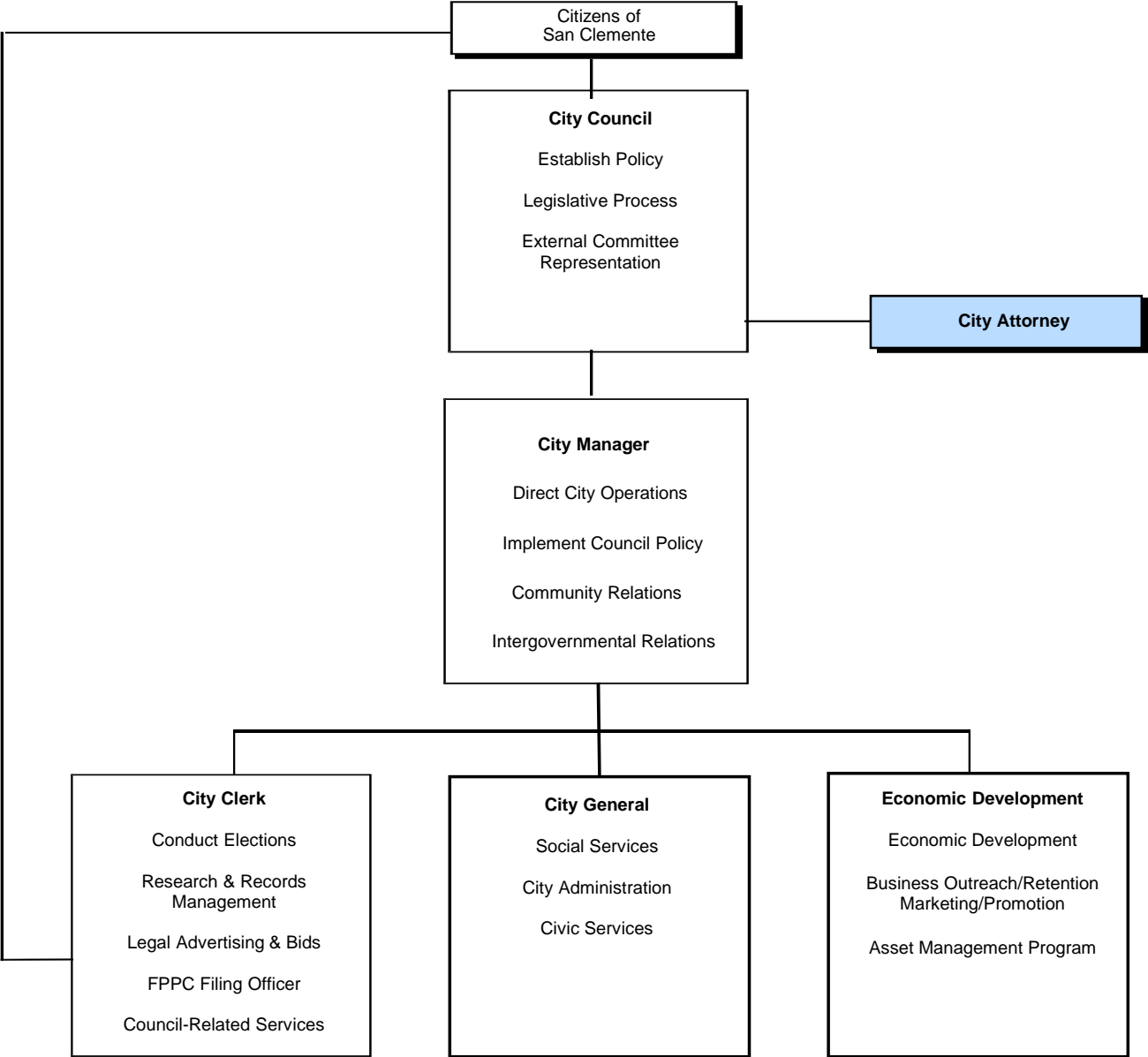
¹ In FY 2017-18, the Vista Hermosa Park operations was allocated between the Aquatics program, the operating of the VH Sports Field and building operations, and the actual costs related to the Park Maintenance.



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

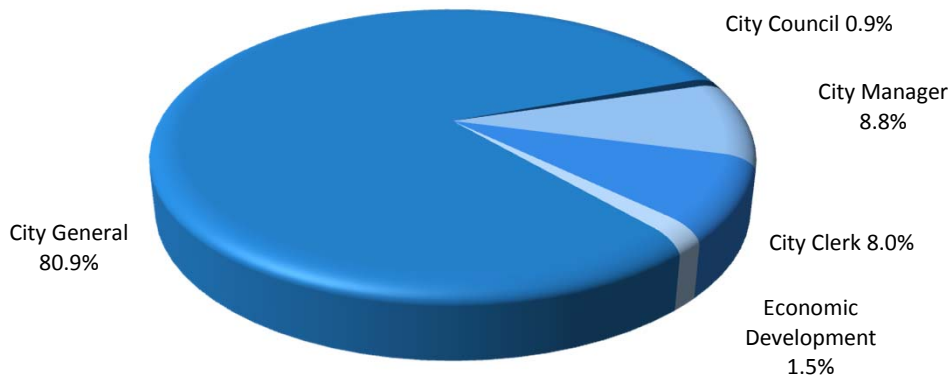
General Government Department Summary

Department Summary	FY 2017-18 Actual	FY 2018-19 Adj Budget	FY 2018-19 Projected	FY 2019-20 Budget	% Bud 18-19 To Bud 19-20
City Council	68,006	78,160	72,030	77,750	-1%
City Manager	629,819	724,390	713,250	783,400	8%
City General	10,217,396	13,594,440	13,608,050	7,238,710	-47%
City Clerk	585,925	851,980	776,170	719,200	-16%
Economic Development	103,917	108,600	109,000	130,600	20%
Total General Government Budget	\$11,605,063	\$15,357,570	\$15,278,500	\$8,949,660	-42%

Category Expenditure Summary	FY 2017-18 Actual	FY 2018-19 Adj Budget	FY 2018-19 Projected	FY 2019-20 Budget	% Bud 18-19 To Bud 19-20
Personnel	1,067,575	1,277,440	1,199,280	1,314,090	3%
Supplies	12,417	26,330	17,720	23,260	-12%
Contractual Services	2,850,986	2,925,440	2,942,720	2,880,190	-2%
Other Charges	212,686	313,280	303,700	266,570	-15%
Interdepartmental Charges	2,168,390	2,191,580	2,191,580	2,416,510	10%
Total Program Budget	6,312,054	6,734,070	6,655,000	6,900,620	2%
Transfers and Debt	4,709,242	5,549,380	5,549,380	1,789,040	-68%
Capital/One-time Studies	583,767	3,074,120	3,074,120	260,000	-92%
Total General Government Budget	\$11,605,063	\$15,357,570	\$15,278,500	\$8,949,660	-42%

Personnel Summary	6.93	7.25	7.00	7.00
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General Government Summary



General Government

Legislative Division Summary

Purpose Statement

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

Legislative Services

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

Program Summary	FY 2017-18 Actual	FY 2018-19 Adj Budget	FY 2018-19 Projected	FY 2019-20 Budget	% Bud 18-19 To Bud 19-20
City Council	59,002	57,200	55,640	56,500	-1%
Cable Programming	9,004	20,960	16,390	21,250	1%
Total City Council Budget	\$68,006	\$78,160	\$72,030	\$77,750	-1%

Category Expenditure Summary	FY 2017-18 Actual	FY 2018-19 Adj Budget	FY 2018-19 Projected	FY 2019-20 Budget	% Bud 18-19 To Bud 19-20
Personnel	34,419	44,030	32,660	44,020	0%
Supplies	3,602	7,550	4,600	5,400	-28%
Contractual Services	5,436	6,590	6,910	6,910	5%
Other Charges	8,939	9,690	17,560	10,590	9%
Interdepartmental Charges	15,610	10,300	10,300	10,830	5%
Total Program Budget	68,006	78,160	72,030	77,750	-1%
Capital/One-Time Studies	0	0	0	0	0%
Total City Council Budget	\$68,006	\$78,160	\$72,030	\$77,750	-1%

Personnel Summary	0	0	0	0	
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(Five Council Members are elected positions)

General Government

City Manager Department Summary

Purpose Statement

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

City Manager Department Services

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

Program Summary	FY 2017-18 Actual	FY 2018-19 Adj Budget	FY 2018-19 Projected	FY 2019-20 Budget	% Bud 18-19 To Bud 19-20
City Manager	629,819	724,390	713,250	783,400	8%
Total City Manager Budget	\$629,819	\$724,390	\$713,250	\$783,400	8%

Category Expenditure Summary	FY 2017-18 Actual	FY 2018-19 Adj Budget	FY 2018-19 Projected	FY 2019-20 Budget	% Bud 18-19 To Bud 19-20
Personnel	578,710	675,190	662,120	730,080	8%
Supplies	2,263	2,050	2,060	2,150	5%
Contractual Services	3,897	4,790	6,060	6,060	27%
Other Charges	8,099	8,330	8,980	9,130	10%
Interdepartmental Charges	36,850	34,030	34,030	35,980	6%
Total Program Budget	629,819	724,390	713,250	783,400	8%
Capital/One-Time Studies	0	0	0	0	0%
Total City Manager Budget	\$629,819	\$724,390	\$713,250	\$783,400	8%

Personnel Summary	2.68	3.00	3.00	3.00
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Significant Change:

Personnel costs increased by \$54,890 for a full year of a Management Analyst and other salary/benefit changes.

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.

Program Summary	FY 2017-18 Actual	FY 2018-19 Adj Budget	FY 2018-19 Projected	FY 2019-20 Budget	% Bud 18-19 To Bud 19-20
Social Services	83,031	96,500	96,500	88,300	-8%
City Administration	10,134,365	13,497,940	13,511,550	7,150,410	-47%
Total City General Budget	\$10,217,396	\$13,594,440	\$13,608,050	\$7,238,710	-47%

Category Expenditure Summary	FY 2017-18 Actual	FY 2018-19 Adj Budget	FY 2018-19 Projected	FY 2019-20 Budget	% Bud 18-19 To Bud 19-20
Supplies	-1,785	3,300	850	1,560	-53%
Contractual Services	2,725,337	2,712,130	2,728,190	2,685,890	-1%
Other Charges	156,555	185,010	185,010	204,100	10%
Interdepartmental Charges	2,044,280	2,070,500	2,070,500	2,298,120	11%
Total Program Budget	4,924,387	4,970,940	4,984,550	5,189,670	4%
Transfers and Debt	4,709,242	5,549,380	5,549,380	1,789,040	-68%
Capital/One-Time Studies	583,767	3,074,120	3,074,120	260,000	-92%
Total City General Budget	\$10,217,396	\$13,594,440	\$13,608,050	\$7,238,710	-47%

Personnel Summary	0	0	0	0	
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Significant Changes:

Transfers and Debt decreased by \$3.8 million due to a \$1.3 million CalPERS Public Safety Unfunded Accrued Liability payment (now budgeted in public safety), and a FY 2018-19 \$2.5 million transfer to the Capital Project Reserve fund. Capital costs decrease \$2.8 million related to capital projects, primarily the City Hall remodel. Council Contingency is budgeted at \$48,000 in Other Charges.

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 2017-18 Actual	FY 2018-19 Adj Budget	FY 2018-19 Projected	FY 2019-20 Budget	% Bud 18-19 To Bud 19-20
Council Related Services	580,848	767,670	709,020	708,380	-8%
Elections	5,077	84,310	67,150	10,820	-87%
Total City Clerk Budget	\$585,925	\$851,980	\$776,170	\$719,200	-16%

Category Expenditure Summary	FY 2017-18 Actual	FY 2018-19 Adj Budget	FY 2018-19 Projected	FY 2019-20 Budget	% Bud 18-19 To Bud 19-20
Personnel	454,446	558,220	504,500	539,990	-3%
Supplies	8,337	13,430	10,210	14,150	5%
Contractual Services	45,387	128,630	128,260	88,030	-32%
Other Charges	6,105	74,950	56,450	5,450	-93%
Interdepartmental Charges	71,650	76,750	76,750	71,580	-7%
Total Program Budget	585,925	851,980	776,170	719,200	-16%
Capital/One-Time Studies	0	0	0	0	0%
Total City Clerk Budget	\$585,925	\$851,980	\$776,170	\$719,200	-16%

Personnel Summary	4.25	4.25	4.00	4.00
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Significant Changes:

Other charges decrease by \$69,500 due to election costs in FY 2018-19.

Contractual services decrease \$40,000 due to a computer software purchase in FY 2018-19.

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

	FY 2017-18 Actual	FY 2018-19 Adj Budget	FY 2018-19 Projected	FY 2019-20 Budget	% Bud 18-19 To Bud 19-20
Program Summary					
Economic Development	103,917	108,600	109,000	130,600	20%
Total Economic Development Budget	\$103,917	\$108,600	\$109,000	\$130,600	20%

	FY 2017-18 Actual	FY 2018-19 Adj Budget	FY 2018-19 Projected	FY 2019-20 Budget	% Bud 18-19 To Bud 19-20
Category Expenditure Summary					
Contractual Services	70,929	73,300	73,300	93,300	27%
Other Charges	32,988	35,300	35,700	37,300	6%
Total Program Budget	103,917	108,600	109,000	130,600	20%
Capital/Capital Studies	0	0	0	0	0%
Total Economic Development Budget	\$103,917	\$108,600	\$109,000	\$130,600	20%

Personnel Summary	0	0	0	0	
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Significant Change:

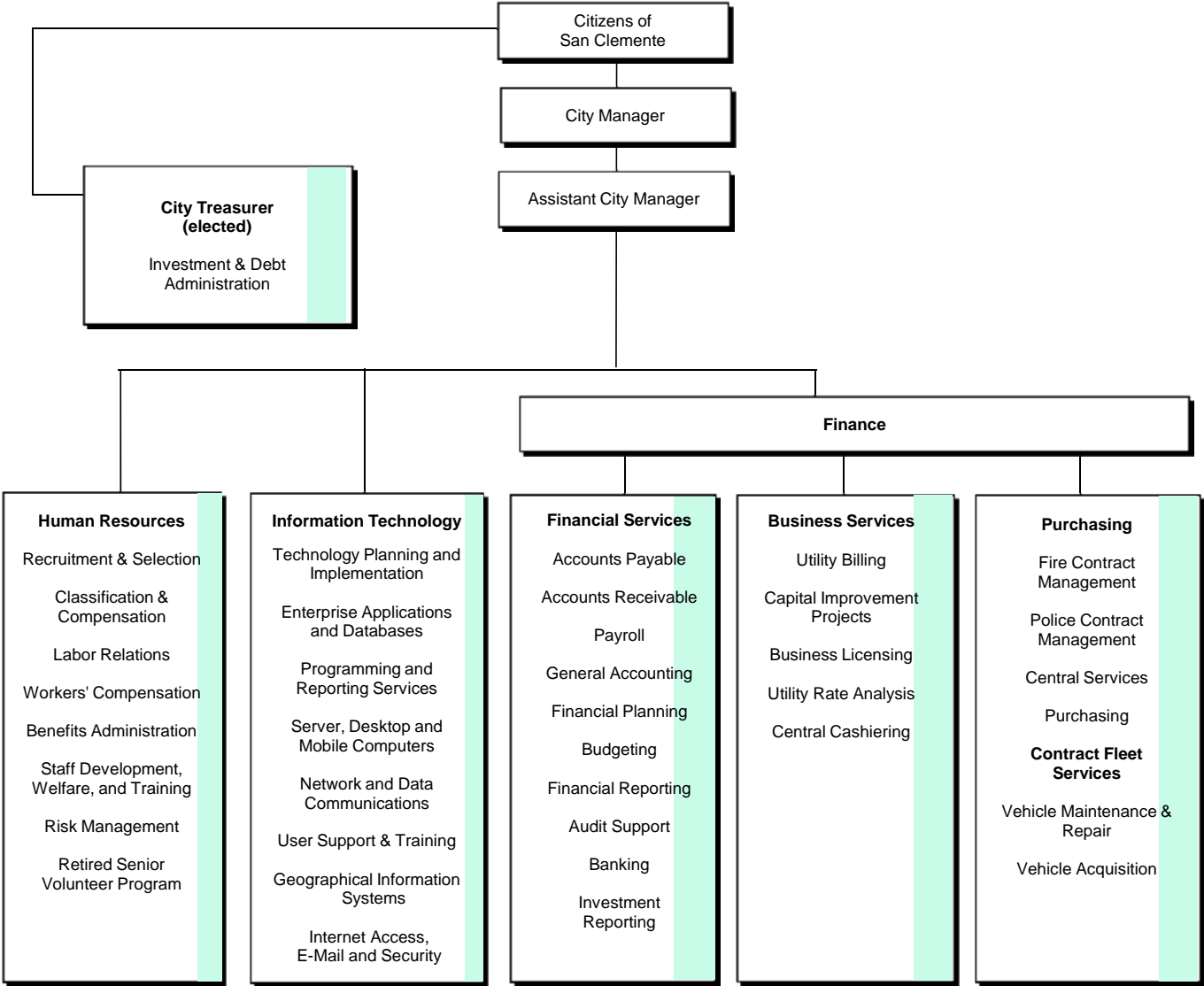
Contractual services increases \$20,000 due to Christmas wreath decorations.
Downtown Business Association support is funded at \$34,000.



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 2017-18 Actual	FY 2018-19 Adj Budget	FY 2018-19 Projected	FY 2019-20 Budget	% Bud 18-19 To Bud 19-20
F&AS - Administration	570,153	609,600	606,030	637,100	5%
Finance	2,323,218	2,390,000	2,237,780	2,355,060	-1%
Human Resources	717,602	621,400	605,470	638,790	3%
Total F&AS Budget	\$3,610,973	\$3,621,000	\$3,449,280	\$3,630,950	0%

F&AS Expenditure by Category	FY 2017-18 Actual	FY 2018-19 Adj Budget	FY 2018-19 Projected	FY 2019-20 Budget	Budget % Change
Personnel	2,500,997	2,574,960	2,452,240	2,627,260	2%
Supplies	93,972	101,440	93,520	93,200	-8%
Contractual Services	567,371	597,340	562,260	581,800	-3%
Other Charges	51,107	68,850	62,850	64,820	-6%
Interdepartmental Charges	286,550	277,160	277,160	262,620	-5%
Total Program Budget	3,499,997	3,619,750	3,448,030	3,629,700	0%
Debt	1,250	1,250	1,250	1,250	0%
Capital/Capital Studies	109,726	0	0	0	0%
Total F&AS Budget	\$3,610,973	\$3,621,000	\$3,449,280	\$3,630,950	0%

Personnel Summary	19.36	19.11	19.11	19.11

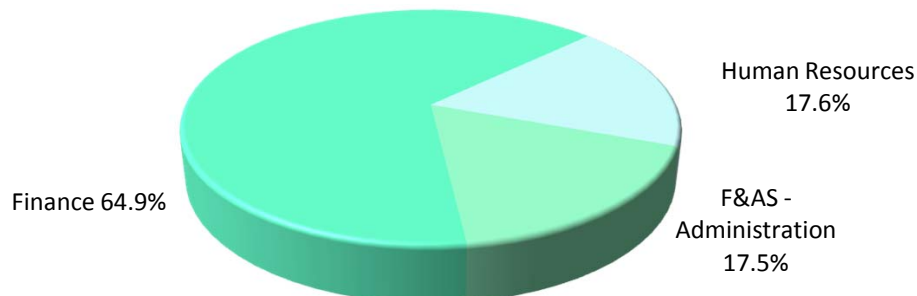
Accomplishments for FY 2018-19

- Maintained Standard and Poor's long-term financial "AAA" rating
- Prepared an award winning Comprehensive Annual Financial Report and Annual Budget
- 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 a new phone system
- Updated Personnel Rules and HR Policies and Procedures to align with the current MOU and current practice

Key Initiatives for FY 2019-20

- Expand on-line Business Licence renewal process
- Complete location transition for cashiering and Utility Billing functions
- Replace current telephone system with VOIP phone system
- Cable TV production and broadcast equipment upgrades
- Implement electronic Agenda and Legislative Management System
- Provide enhanced Sexual Harassment training per SB1343; ensure 100% compliance
- Implement the Sewer cost of service rate analysis study

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.

	FY 2017-18 Actual	FY 2018-19 Adj Budget	FY 2018-19 Projected	FY 2019-20 Budget	% Bud 18-19 To Bud 19-20
Program Summary					
F&AS - Administration	498,689	534,220	530,590	561,870	5%
Treasurer	71,464	75,380	75,440	75,230	0%
Total F&AS - Administration Budget	\$570,153	\$609,600	\$606,030	\$637,100	5%

	FY 2017-18 Actual	FY 2018-19 Adj Budget	FY 2018-19 Projected	FY 2019-20 Budget	% Bud 18-19 To Bud 19-20
Expenditure by Category					
Personnel	434,058	464,120	460,500	491,160	6%
Supplies	3,724	5,080	5,030	4,150	-18%
Contractual Services	74,406	77,400	77,400	78,400	1%
Other Charges	25,595	34,320	34,420	36,010	5%
Interdepartmental Charges	32,370	28,680	28,680	27,380	-5%
Total Program Budget	570,153	609,600	606,030	637,100	5%
Capital/Capital Studies	0	0	0	0	0%
Total F&AS - Administration Budget	\$570,153	\$609,600	\$606,030	\$637,100	5%

Personnel Summary	2.25	2.25	2.25	2.25	
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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.

Program Summary	FY 2017-18 Actual	FY 2018-19 Adj Budget	FY 2018-19 Projected	FY 2019-20 Budget	% Bud 18-19 To Bud 19-20
Finance Administration	242,796	265,100	240,620	0	-100%
Financial Services	898,842	997,940	977,690	1,180,020	18%
Utility Billing & Cashiering	911,174	925,310	797,600	858,700	-7%
Business Licensing	242,192	172,050	192,170	171,600	0%
Purchasing	28,214	29,600	29,700	144,740	389%
Total Finance Budget	\$2,323,218	\$2,390,000	\$2,237,780	\$2,355,060	-1%

Expenditure by Category	FY 2017-18 Actual	FY 2018-19 Adj Budget	FY 2018-19 Projected	FY 2019-20 Budget	% Bud 18-19 To Bud 19-20
Personnel	1,622,746	1,639,050	1,517,910	1,633,290	0%
Supplies	76,801	90,800	82,930	83,490	-8%
Contractual Services	407,935	447,510	424,440	431,220	-4%
Other Charges	6,256	6,570	6,430	6,550	0%
Interdepartmental Charges	208,230	204,820	204,820	199,260	-3%
Total Program Budget	2,321,968	2,388,750	2,236,530	2,353,810	-1%
Debt	1,250	1,250	1,250	1,250	0%
Capital/Capital Studies	0	0	0	0	0%
Total Finance Budget	\$2,323,218	\$2,390,000	\$2,237,780	\$2,355,060	-1%

Personnel Summary	13.61	13.61	13.61	13.61
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Finance & Administrative Services

Human Resources Division Summary

Purpose Statement

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

Human Resources Services

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

Program Summary	FY 2017-18 Actual	FY 2018-19 Adj Budget	FY 2018-19 Projected	FY 2019-20 Budget	% Bud 18-19 To Bud 19-20
Human Resources Admin.	672,022	596,650	583,670	614,290	3%
Labor Relations	38,610	15,800	13,100	15,800	0%
Employee Training	6,970	8,950	8,700	8,700	-3%
Total Human Resources Budget	\$717,602	\$621,400	\$605,470	\$638,790	3%

Category Expenditure Summary	FY 2017-18 Actual	FY 2018-19 Adj Budget	FY 2018-19 Projected	FY 2019-20 Budget	% Bud 18-19 To Bud 19-20
Personnel	444,193	471,790	473,830	502,810	7%
Supplies	13,447	5,560	5,560	5,560	0%
Contractual Services	85,030	72,430	60,420	72,180	0%
Other Charges	19,256	27,960	22,000	22,260	-20%
Interdepartmental Charges	45,950	43,660	43,660	35,980	-18%
Total Program Budget	607,876	621,400	605,470	638,790	3%
Capital/Capital Studies	109,726	0	0	0	0%
Total Human Resources Budget	\$717,602	\$621,400	\$605,470	\$638,790	3%

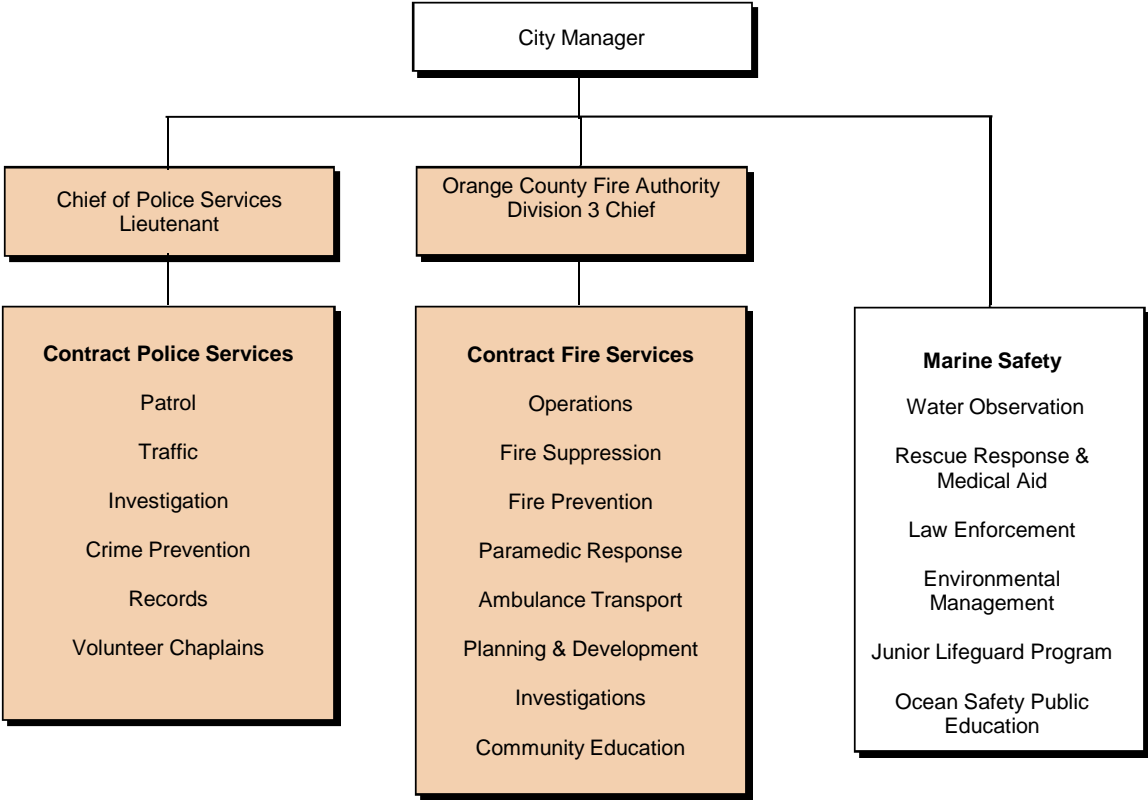
Personnel Summary	3.50	3.25	3.25	3.25
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Public Safety

Department Overview:

Public Safety consists of the Police, Fire Services and Marine Safety. Police Services are contracted through the Orange County Sheriff’s Department. Police Services is responsible for providing law enforcement, police investigation, traffic enforcement, crime prevention, forensic services, public information and education services. Fire 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 2017-18 Actual	FY 2018-19 Adj Budget	FY 2018-19 Projected	FY 2019-20 Budget	% Bud 18-19 To Bud 19-20
Police	14,718,728	16,028,160	16,017,850	17,329,520	8%
Fire	9,293,075	10,138,270	10,144,270	11,201,440	10%
Marine Safety	1,707,086	1,881,130	1,860,540	2,356,080	25%
Total Public Safety	\$25,718,889	\$28,047,560	\$28,022,660	\$30,887,040	10%

Category Expenditure Summary	FY 2017-18 Actual	FY 2018-19 Adj Budget	FY 2018-19 Projected	FY 2019-20 Budget	% Bud 18-19 To Bud 19-20
Personnel	1,502,006	1,588,310	1,571,340	2,034,400	28%
Supplies	64,022	72,550	72,500	82,250	13%
Contractual Services	23,773,306	25,902,590	25,894,710	27,008,660	4%
Other Charges	4,925	6,000	6,000	6,000	0%
Interdepartmental Charges	374,630	465,110	465,110	483,730	4%
Total Program Budget	25,718,889	28,034,560	28,009,660	29,615,040	6%
Debt	0	0	0	1,272,000	100%
Capital/Capital Studies	0	13,000	13,000	0	-100%
Total Public Safety Budget	\$25,718,889	\$28,047,560	\$28,022,660	\$30,887,040	10%

Personnel Summary	101.75	97.75	97.75	99.25
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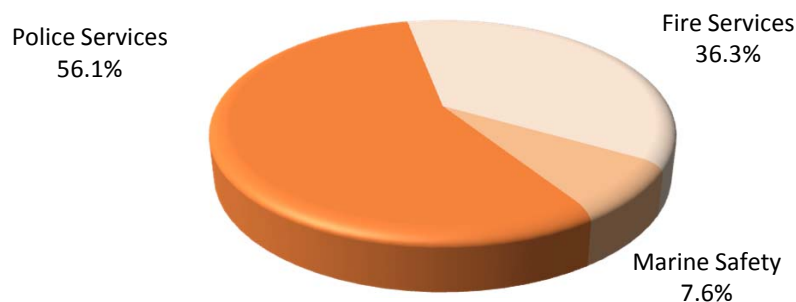
Accomplishments for FY 2018-19

- 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 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 5,250 emergency calls for help within the City and participated in 53 Community outreach events throughout the City
- Rescued 1,950 swimmers in distress, warned 32,081 visitors of dangerous situations and performed 1,177 medical aids
- Presented ocean safety lectures to elementary schools, and various civic groups reaching 44,373 participants

Key Initiatives for FY 2019-20

- Seek technology improvements to assist with Police Services
- 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. The police services are contracted through the Orange County Sheriff's Department (OCSD). Other contractors are used for crossing guards and other police contract services support.

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.

	FY 2017-18	FY 2018-19	FY 2018-19	FY 2019-20	% Bud 18-19
Program Summary	Actual	Adj Budget	Projected	Budget	To Bud 19-20
Police Contract Services	14,701,913	16,007,110	15,996,800	17,308,470	8%
Local Police Services	16,815	21,050	21,050	21,050	0%
Total Police Services Budget	\$14,718,728	\$16,028,160	\$16,017,850	\$17,329,520	8%

	FY 2017-18	FY 2018-19	FY 2018-19	FY 2019-20	% Bud 18-19
Category Expenditure Summary	Actual	Adj Budget	Projected	Budget	To Bud 19-20
Supplies	6,828	14,000	14,000	14,000	0%
Contractual Services	14,457,695	15,740,860	15,730,550	16,329,320	4%
Other Charges	4,675	5,500	5,500	5,500	0%
Interdepartmental Charges	249,530	267,800	267,800	252,700	-6%
Total Program Budget	14,718,728	16,028,160	16,017,850	16,601,520	4%
Debt	0	0	0	728,000	100%
Total Police Services Budget	\$14,718,728	\$16,028,160	\$16,017,850	\$17,329,520	8%

Personnel Summary	49.50	51.50	51.50	53.00
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Significant Change:

OCSD Police Services contract budget increases to \$16.0 million in the General Fund, including an amount for negotiations. Two Deputies and an increase to full-time for a Crime Prevention Specialist were added through budget deliberations. Debt costs increase to \$0.7 million as a result of moving the budget and payment for the CalPERS inactive Public Safety Plan Unfunded Accrued Liability (UAL) from the City General program.

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 2017-18 Actual	FY 2018-19 Adj Budget	FY 2018-19 Projected	FY 2019-20 Budget	% Bud 18-19 To Bud 19-20
Fire Contract Services	9,293,075	10,138,270	10,144,270	11,201,440	10%
Total Fire Services Budget	\$9,293,075	\$10,138,270	\$10,144,270	\$11,201,440	10%

Category Expenditure Summary	FY 2017-18 Actual	FY 2018-19 Adj Budget	FY 2018-19 Projected	FY 2019-20 Budget	% Bud 18-19 To Bud 19-20
Contractual Services	9,290,355	10,136,800	10,142,800	10,654,670	5%
Interdepartmental Charges	2,720	1,470	1,470	2,770	88%
Total Fire Services Budget	\$9,293,075	\$10,138,270	\$10,144,270	\$10,657,440	5%
Debt	0	0	0	544,000	100%
Capital/Capital Studies	0	0	0	0	0%
Total Police Services Budget	\$9,293,075	\$10,138,270	\$10,144,270	\$11,201,440	10%

Personnel Summary	45.00	39.00	39.00	39.00
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Significant Change:

OCFA's contract budget is \$9.4 million, the base contract of \$9.2 million and facility/vehicle costs of \$162,270. CARE Ambulance Services contract is \$1,282,000 for 2 full-time ambulances.

Debt costs increase to \$0.5 million as a result of moving the budget and payment for the CalPERS inactive Public Safety Plan Unfunded Accrued Liability (UAL) from the City General program.

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.

Program Summary	FY 2017-18 Actual	FY 2018-19 Adj Budget	FY 2018-19 Projected	FY 2019-20 Budget	% Bud 18-19 To Bud 19-20
Operations Rescue	1,576,642	1,735,190	1,724,070	2,170,560	25%
Prevention and Education	130,444	145,940	136,470	185,520	27%
Total Marine Safety Budget	\$1,707,086	\$1,881,130	\$1,860,540	\$2,356,080	25%

Category Expenditure Summary	FY 2017-18 Actual	FY 2018-19 Adj Budget	FY 2018-19 Projected	FY 2019-20 Budget	% Bud 18-19 To Bud 19-20
Personnel	1,502,006	1,588,310	1,571,340	2,034,400	28%
Supplies	57,194	58,550	58,500	68,250	17%
Contractual Services	25,256	24,930	21,360	24,670	-1%
Other Charges	250	500	500	500	0%
Interdepartmental Charges	122,380	195,840	195,840	228,260	17%
Total Program Budget	\$1,707,086	\$1,868,130	\$1,847,540	2,356,080	26%
Capital/Capital Studies	0	13,000	13,000	0	-100%
Total Marine Safety Budget	\$1,707,086	\$1,881,130	\$1,860,540	\$2,356,080	25%

Personnel Summary	7.25	7.25	7.25	7.25
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Significant Change:

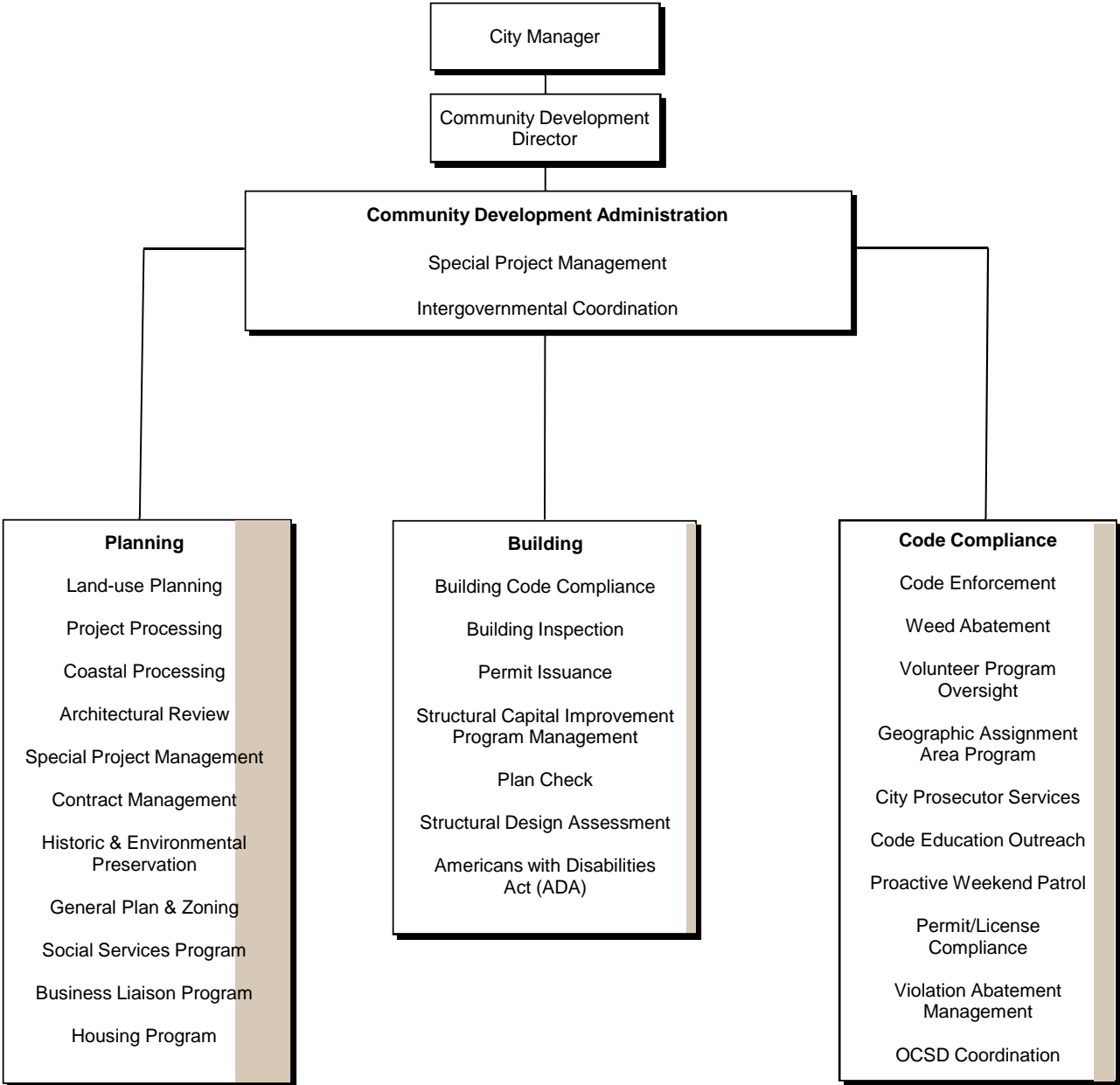
Personnel costs increase \$446,909, which includes a \$400,000 payment on the UAL for the CalPERS Marine Safety Plan. Interdepartmental charges increase by \$31,140 for facilities charges and fleet charges.



Community Development

Department Overview:

The Community Development Department consists of Community Development Administration, Building, Planning and Code Compliance 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

Department Summary	FY 2017-18 Actual	FY 2018-19 Adj Budget	FY 2018-19 Projected	FY 2019-20 Budget	% Bud 18-19 To Bud 19-20
Community Development - Admin	726,671	907,700	854,270	579,980	-36%
Building	1,755,062	2,007,500	1,781,040	1,951,380	-3%
Planning	1,701,181	2,011,830	1,927,220	1,904,010	-5%
Code Compliance	813,815	1,025,790	1,167,390	1,175,450	15%
Total Community Development Budget	\$4,996,729	\$5,952,820	\$5,729,920	\$5,610,820	-6%

Category Expenditure Summary	FY 2017-18 Actual	FY 2018-19 Adj Budget	FY 2018-19 Projected	FY 2019-20 Budget	% Bud 18-19 To Bud 19-20
Personnel	3,446,756	4,067,010	3,781,860	4,310,420	6%
Supplies	19,475	31,880	31,800	33,980	7%
Contractual Services	1,009,609	1,328,840	1,388,130	760,840	-43%
Other Charges	8,039	12,020	15,060	14,140	18%
Interdepartmental Charges	512,850	513,070	513,070	491,440	-4%
Total Program Budget	4,996,729	5,952,820	5,729,920	5,610,820	-6%
Capital/Capital Studies	0	0	0	0	0%
Total Community Development Budget	\$4,996,729	\$5,952,820	\$5,729,920	\$5,610,820	-6%

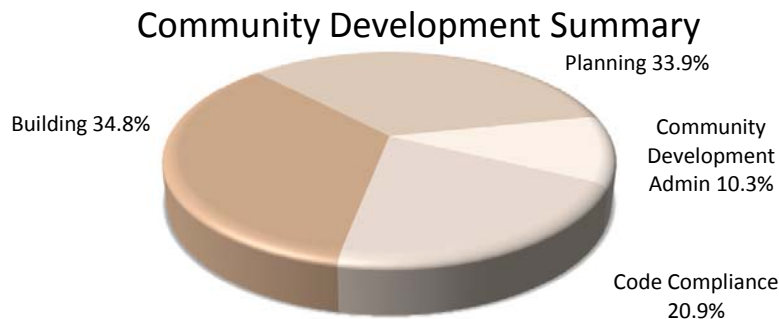
Personnel Summary	34.75	32.75	32.75	30.75
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Accomplishments for FY 2018-19

- Implemented Proactive Inspection Model for Code Enforcement, and established geographic assignment areas
- Obtained certification of the updated Coastal Land Use Plan (LUP)
- Developed Sea Level Rise Study and Vulnerability Assessment
- 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

Key Initiatives for FY 2019-20

- Implement the Code Compliance Division Policies and Procedures Manual
- Implement new methods and processes continually to address code violations, seeking full cost recovery when possible
- Prepare for the triennial code update to adopt the 2020 California Building Codes
- Implementation of Phase One of Electronic Plan Review and submission
- Update West Pico Corridor Specific Plan for General Plan and Local Coastal Program Land Use Plan consistency
- Initiation of the City's 6th Cycle Housing Element process
- Launch Online Interactive Development Status Map on City website
- Adopt the 2019 State Building Codes and update the SCMC provisions affected by the code update
- Implement solar review entirely electronically and expand services over the year



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.

Program Summary	FY 2017-18 Actual	FY 2018-19 Adj Budget	FY 2018-19 Projected	FY 2019-20 Budget	% Bud 18-19 To Bud 19-20
Community Development Admin	726,671	907,700	854,270	579,980	-36%
Total Community Dev Admin Budget	\$726,671	\$907,700	\$854,270	\$579,980	-36%

Category Expenditure Summary	FY 2017-18 Actual	FY 2018-19 Adj Budget	FY 2018-19 Projected	FY 2019-20 Budget	% Bud 18-19 To Bud 19-20
Personnel	454,289	475,760	459,870	507,830	7%
Supplies	3,579	4,600	4,600	4,600	0%
Contractual Services	198,632	371,500	331,500	27,260	-93%
Other Charges	2,261	1,960	4,420	1,960	0%
Interdepartmental Charges	67,910	53,880	53,880	38,330	-29%
Total Program Budget	726,671	907,700	854,270	579,980	-36%
Capital/Capital Studies	0	0	0	0	0%
Total Community Dev Admin Budget	\$726,671	\$907,700	\$854,270	\$579,980	-36%

Personnel Summary	4.00	3.00	3.00	3.00
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Significant Changes:

Contractual services decrease is the result of a \$175,000 for a Trak-IT system upgrade, \$75,000 allocated for façade grants budgeted in FY 2018-19, \$80,000 decrease in other legal services.

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 2017-18 Actual	FY 2018-19 Adj Budget	FY 2018-19 Projected	FY 2019-20 Budget	% Bud 18-19 To Bud 19-20
Administration	1,125,469	1,246,040	1,178,290	1,346,590	8%
Inspection	629,593	761,460	602,750	604,790	-21%
Total Building Budget	\$1,755,062	\$2,007,500	\$1,781,040	\$1,951,380	-3%

Category Expenditure Summary	FY 2017-18 Actual	FY 2018-19 Adj Budget	FY 2018-19 Projected	FY 2019-20 Budget	% Bud 18-19 To Bud 19-20
Personnel	1,399,112	1,552,380	1,369,790	1,539,050	-1%
Supplies	6,174	15,040	15,040	21,040	40%
Contractual Services	156,454	258,140	214,770	211,760	-18%
Other Charges	2,622	3,310	2,810	3,310	0%
Interdepartmental Charges	190,700	178,630	178,630	176,220	-1%
Total Program Budget	1,755,062	2,007,500	1,781,040	1,951,380	-3%
Capital/Capital Studies	0	0	0	0	0%
Total Building Budget	\$1,755,062	\$2,007,500	\$1,781,040	\$1,951,380	-3%

Personnel Summary	14.75	12.75	12.75	10.75
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Significant Changes:

Personnel decrease of \$13,330 is a result of staffing changes.

Supplies increase of \$6,000 includes the purchase of new building code books and supplements.

Contractual services decrease of \$46,380 due to a decrease in other contractual 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 2017-18 Actual	FY 2018-19 Adj Budget	FY 2018-19 Projected	FY 2019-20 Budget	% Bud 18-19 To Bud 19-20
Program Summary					
Long Range Planning	552,105	867,470	972,970	615,530	-29%
Current Planning	830,936	710,630	556,250	774,440	9%
Commissions/Boards/Committees	31,171	46,450	36,400	51,380	11%
Planning Administration	286,969	387,280	361,600	462,660	19%
Total Planning Budget	\$1,701,181	\$2,011,830	\$1,927,220	\$1,904,010	-5%

	FY 2017-18 Actual	FY 2018-19 Adj Budget	FY 2018-19 Projected	FY 2019-20 Budget	% Bud 18-19 To Bud 19-20
Category Expenditure Summary					
Personnel	1,009,448	1,342,420	1,254,560	1,500,490	12%
Supplies	3,476	4,050	3,970	4,050	0%
Contractual Services	528,584	487,410	490,070	224,520	-54%
Other Charges	2,153	5,310	5,980	7,220	36%
Interdepartmental Charges	157,520	172,640	172,640	167,730	-3%
Total Program Budget	1,701,181	2,011,830	1,927,220	1,904,010	-5%
Capital/Capital Studies	0	0	0	0	0%
Total Planning Budget	\$1,701,181	\$2,011,830	\$1,927,220	\$1,904,010	-5%

Personnel Summary	10.00	11.00	11.00	11.00	
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Significant Changes:

Personnel costs increase \$158,070 due to vacancies and salary and benefit costs.

Contractual services decrease of \$262,890 is due to the staffing assistance required and one-time projects, such as the Local Coastal Plan and assistance with the Housing Element.

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 to address complaints, and 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 by providing comments to applicants and applying discretionary project conditions.
- 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.
- Implement Geographic Assignment Areas and Educational Outreach Programs to proactively reduce future violations.

Program Summary	FY 2017-18 Actual	FY 2018-19 Adj Budget	FY 2018-19 Projected	FY 2019-20 Budget	% Bud 18-19 To Bud 19-20
Code Compliance	708,659	869,790	1,011,390	1,019,450	17%
Weed Abatement	105,156	156,000	156,000	156,000	0%
Total Code Compliance Budget	\$813,815	\$1,025,790	\$1,167,390	\$1,175,450	15%

Category Expenditure Summary	FY 2017-18 Actual	FY 2018-19 Adj Budget	FY 2018-19 Projected	FY 2019-20 Budget	% Bud 18-19 To Bud 19-20
Personnel	583,907	696,450	697,640	763,050	10%
Supplies	6,246	8,190	8,190	4,290	-48%
Contractual Services	125,939	211,790	351,790	297,300	40%
Other Charges	1,003	1,440	1,850	1,650	15%
Interdepartmental Charges	96,720	107,920	107,920	109,160	1%
Total Program Budget	813,815	1,025,790	1,167,390	1,175,450	15%
Capital/Capital Studies	0	0	0	0	0%
Total Code Compliance Budget	\$813,815	\$1,025,790	\$1,167,390	\$1,175,450	15%

Personnel Summary	6.00	6.00	6.00	6.00
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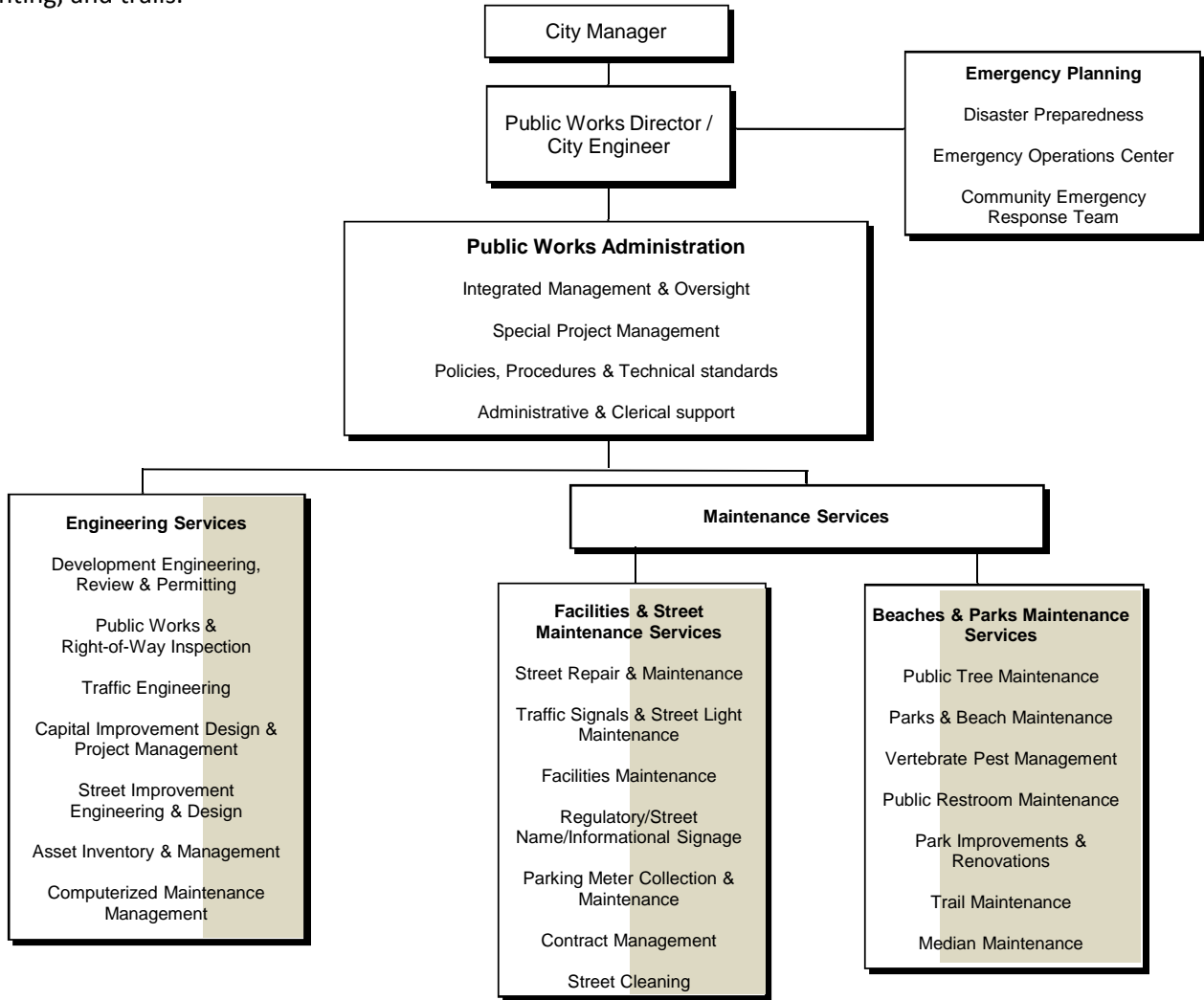
Significant Changes:

Contractual services increases \$85,510 due to additional funds required for legal services.

Public Works

Department Overview:

The Public Works Department consists of the Administration, Emergency Planning, Engineering and Maintenance Services Divisions. The department is responsible for emergency preparedness, review and inspection of development projects, public right-of-way management and inspection, asset management, traffic engineering, project engineering design and construction management, 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

	FY 2017-18	FY 2018-19	FY 2018-19	FY 2019-20	% Bud 18-19
Department Summary	Actual	Adj Budget	Projected	Budget	To Bud 19-20
Public Works Admin.	733,506	835,450	771,430	970,560	16%
Engineering	3,716,213	5,930,830	5,911,940	2,994,020	-50%
City Maintenance Services	4,665,639	5,263,290	5,231,630	6,033,880	15%
Beaches/Parks Maintenance	6,640,780	8,298,830	8,039,700	6,674,390	-20%
Total Public Works Budget	\$15,756,138	\$20,328,400	\$19,954,700	\$16,672,850	-18%

	FY 2017-18	FY 2018-19	FY 2018-19	FY 2019-20	% Bud 18-19
Category Expenditure Summary	Actual	Adj Budget	Projected	Budget	To Bud 19-20
Personnel	5,519,917	6,352,430	6,126,450	6,724,790	6%
Supplies	650,043	695,320	694,720	675,020	-3%
Contractual Services	4,828,029	6,344,950	6,223,350	5,875,140	-7%
Other Charges	18,566	13,180	12,820	14,990	14%
Interdepartmental Charges	1,108,727	1,076,210	1,078,570	1,162,660	8%
Total Program Budget	12,125,282	14,482,090	14,135,910	14,452,600	0%
Capital/Capital Studies	3,630,856	5,846,310	5,818,790	2,220,250	-62%
Total Public Works Budget	\$15,756,138	\$20,328,400	\$19,954,700	\$16,672,850	-18%

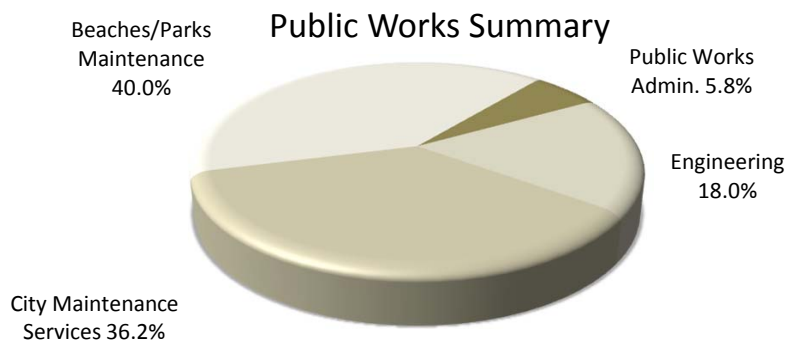
Personnel Summary	47.40	47.80	45.80	45.30
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Accomplishments for FY 2018-19

- Replaced Rancho San Clemente playground equipment
- Expand the summer SC Trolley operations
- Completed Shorecliffs Safe Routes to School project
- Replaced Beach Trail fence north of the Pier
- Resurfaced San Luis Rey tennis courts, and included new pickleball court striping
- Completed Integrated Pest Management Policy
- Renovated baseball infields Nos. 3 and 4 at LPVH Sports Park
- Replaced fire system Pressure Indicator Valve at 1030 Calle Negocio building
- Completed street rehabilitation of Mira Costa, Camino Capistrano, Camino De Estrella, and portions of Avenida Vista Hermosa and Avenida Pico

Key Initiatives for FY 2019-20

- Complete Marine Safety Building structural repair
- Construct new restroom buildings at Bonito Canyon and Vista Bahia Parks
- Replace Steed Park baseball field lighting
- Renovate North Beach and Linda Lane beach restroom buildings
- Construct Camino Vera Cruz signal synchronization improvements
- Complete the design and construction of the Camino Vera Cruz and Costa Intersection Control Improvements
- Complete construction of 910 Calle Negocio Building Remodel
- Begin major rehabilitation of Camino De Los Mares (from I-5 to Vaquero)
- 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 Engineering Services, Maintenance Services 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.
- Develop and update policies, procedures and technical design standards.

	FY 2017-18 Actual	FY 2018-19 Adj Budget	FY 2018-19 Projected	FY 2019-20 Budget	% Bud 18-19 To Bud 19-20
Program Summary					
Public Works Admin.	537,952	645,130	581,410	754,640	17%
Emergency Planning	195,554	190,320	190,020	215,920	13%
Total Public Works Admin Budget	\$733,506	\$835,450	\$771,430	\$970,560	16%

	FY 2017-18 Actual	FY 2018-19 Adj Budget	FY 2018-19 Projected	FY 2019-20 Budget	% Bud 18-19 To Bud 19-20
Category Expenditure Summary					
Personnel	593,945	727,590	665,580	814,600	12%
Supplies	7,087	8,000	6,900	6,650	-17%
Contractual Services	33,770	7,080	6,800	25,050	254%
Other Charges	8,594	5,710	5,080	7,430	30%
Interdepartmental Charges	90,110	87,070	87,070	116,830	34%
Total Program Budget	733,506	835,450	771,430	970,560	16%
Capital/Capital Studies	0	0	0	0	0%
Total Public Works Admin Budget	\$733,506	\$835,450	\$771,430	\$970,560	16%

Personnel Summary	3.00	5.50	5.50	6.00
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Significant Changes:

Personnel costs increase by \$87,010 to reflect salary and merit increases and staffing changes.
 Contractual services increase by \$17,970 for a Hazard Mitigation Plan update and additional staff training.
 Interdepartmental charges increase due to higher IT charges and postage charges.

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.

Program Summary	FY 2017-18	FY 2018-19	FY 2018-19	FY 2019-20	% Bud 18-19
	Actual	Adj Budget	Projected	Budget	To Bud 19-20
Development Engineering	499,867	562,490	569,310	574,790	2%
Inspection	298,171	313,180	314,730	337,280	8%
Traffic	469,832	1,514,500	1,515,370	426,190	-72%
Design & Development	-104,356	15,230	63,440	203,500	1236%
Streets Engineering	537,956	567,700	491,360	495,150	-13%
Major Street Maintenance	2,014,743	2,957,730	2,957,730	957,110	-68%
Total Engineering Budget	\$3,716,213	\$5,930,830	\$5,911,940	\$2,994,020	-50%

Category Expenditure Summary	FY 2017-18	FY 2018-19	FY 2018-19	FY 2019-20	% Bud 18-19
	Actual	Adj Budget	Projected	Budget	To Bud 19-20
Personnel	2,362,585	2,788,360	2,722,690	2,798,540	0%
Supplies	9,347	8,500	7,500	7,300	-14%
Contractual Services	-826,587	227,050	274,400	-843,590	-472%
Other Charges	3,583	980	1,410	980	0%
Interdepartmental Charges	156,457	94,040	94,040	80,540	-14%
Total Program Budget	1,705,385	3,118,930	3,100,040	2,043,770	-34%
Capital/Capital Studies	2,010,828	2,811,900	2,811,900	950,250	-66%
Total Engineering Budget	\$3,716,213	\$5,930,830	\$5,911,940	\$2,994,020	-50%

Personnel Summary	19.10	17.00	17.00	16.00
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Significant Changes:

Contractual services decrease \$1.1 million mostly from the SCRides program budgeted in FY 2018-19.
Capital costs decrease \$1.8 million related to various one-time projects and projects carried over to FY 2018-19.

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 2017-18	FY 2018-19	FY 2018-19	FY 2019-20	% Bud 18-19
	Actual	Adj Budget	Projected	Budget	To Bud 19-20
Traffic Signals	793,785	927,510	983,240	1,070,890	15%
Traffic Maintenance	388,576	329,690	246,300	435,550	32%
Maintenance Services Admin.	495,233	575,210	574,140	830,040	44%
Street Maintenance & Repair	541,616	676,860	626,960	544,250	-20%
Senior Center Facility	53,359	75,220	74,850	68,230	-9%
Parking Maintenance	311,778	296,600	291,930	302,710	2%
Facilities Maintenance	1,569,759	1,851,890	1,904,100	2,248,760	21%
Street Lighting	511,533	530,310	530,110	533,450	1%
Total City Maintenance Services Budget	\$4,665,639	\$5,263,290	\$5,231,630	\$6,033,880	15%

Category Expenditure Summary	FY 2017-18	FY 2018-19	FY 2018-19	FY 2019-20	% Bud 18-19
	Actual	Adj Budget	Projected	Budget	To Bud 19-20
Personnel	1,986,924	2,292,840	2,232,570	2,706,500	18%
Supplies	353,205	356,420	357,420	341,870	-4%
Contractual Services	1,486,723	1,655,100	1,684,290	1,983,750	20%
Other Charges	6,389	5,890	5,730	5,980	2%
Interdepartmental Charges	612,520	608,000	608,000	695,780	14%
Total Program Budget	4,445,761	4,918,250	4,888,010	5,733,880	17%
Capital/Capital Studies	219,878	345,040	343,620	300,000	-13%
Total City Maintenance Services Budget	\$4,665,639	\$5,263,290	\$5,231,630	\$6,033,880	15%

Personnel Summary	19.80	20.80	19.80	20.80

Significant Changes:

Personnel increases \$413,660 due to salary increases and staffing changes.
 Contractual services increase by \$328,650 due to increases in custodial services and other maintenance contracts.
 Interdepartmental charges increase by \$87,780 due to fleet charges and IT charges.

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.

Program Summary	FY 2017-18	FY 2018-19	FY 2018-19	FY 2019-20	% Bud 18-19
	Actual	Adj Budget	Projected	Budget	To Bud 19-20
Trail Maintenance	236,773	214,920	267,220	229,280	7%
Street Median & Trees	500,781	424,500	424,500	496,160	17%
Streetscapes	526,709	683,950	741,830	708,170	4%
Park Maintenance	2,835,482	4,110,260	3,839,730	3,948,980	-4%
Beach Maintenance	1,805,104	2,111,040	2,096,680	742,410	-65%
Parks & Beach Maint. Administration	735,931	754,160	669,740	549,390	-27%
Total Beaches/Parks Maint. Budget	\$6,640,780	\$8,298,830	\$8,039,700	\$6,674,390	-20%

Category Expenditure Summary	FY 2017-18	FY 2018-19	FY 2018-19	FY 2019-20	% Bud 18-19
	Actual	Adj Budget	Projected	Budget	To Bud 19-20
Personnel	576,463	543,640	505,610	405,150	-25%
Supplies	280,404	322,400	322,900	319,200	-1%
Contractual Services	4,134,123	4,455,720	4,257,860	4,709,930	6%
Other Charges	0	600	600	600	0%
Interdepartmental Charges	249,640	287,100	289,460	269,510	-6%
Total Program Budget	5,240,630	5,609,460	5,376,430	5,704,390	2%
Capital/Capital Studies	1,400,150	2,689,370	2,663,270	970,000	-64%
Total Beaches/Parks Maint. Budget	\$6,640,780	\$8,298,830	\$8,039,700	\$6,674,390	-20%

Personnel Summary	5.50	4.50	3.50	2.50
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Significant Changes:

Personnel costs decrease \$138,490 due to staffing changes.

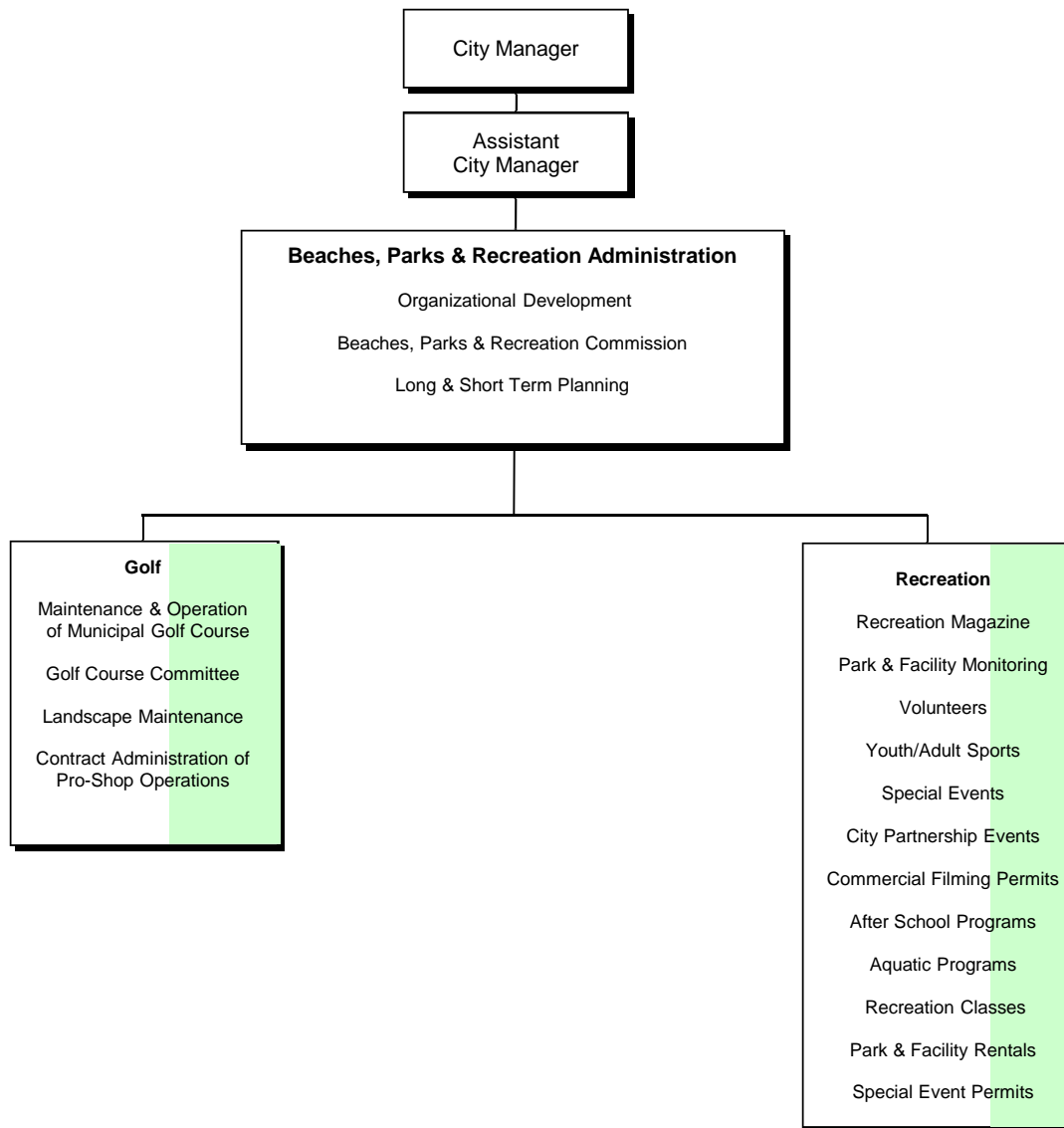
Contractual services increase \$268,210 due to primarily to landscape contract increases.

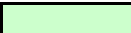
Capital costs decrease \$1.7 million due to various one-time projects in FY 2018-19, such as the pier and restroom projects.

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 2017-18 Actual	FY 2018-19 Adj Budget	FY 2018-19 Projected	FY 2019-20 Budget	% Bud 18-19 To Bud 19-20
Beaches, Parks & Rec. Admin.	354,188	347,380	343,040	438,730	26%
Recreation	4,543,257	4,658,440	4,424,970	4,817,100	3%
Total Beaches, Parks & Rec. Budget	\$4,897,445	\$5,005,820	\$4,768,010	\$5,255,830	5%

Category Expenditure Summary	FY 2017-18 Actual	FY 2018-19 Adj Budget	FY 2018-19 Projected	FY 2019-20 Budget	% Bud 18-19 To Bud 19-20
Personnel	2,531,276	2,807,140	2,635,350	3,014,840	7%
Supplies	241,634	235,080	223,050	228,680	-3%
Contractual Services	738,289	706,770	691,160	746,780	6%
Other Charges	939,734	849,650	811,270	820,980	-3%
Interdepartmental Charges	434,500	407,180	407,180	433,550	6%
Total Program Budget	4,885,433	5,005,820	4,768,010	5,244,830	5%
Capital/Capital Studies	12,012	0	0	11,000	100%
Total Beaches, Parks & Rec. Budget	\$4,897,445	\$5,005,820	\$4,768,010	\$5,255,830	5%

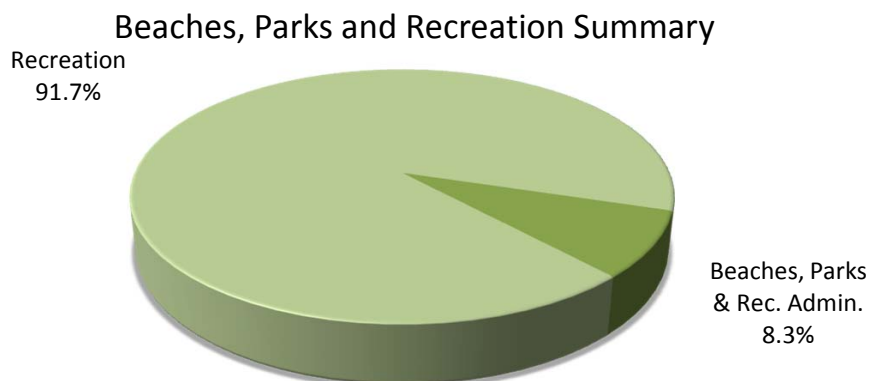
Personnel Summary	18.50	18.50	18.25	18.50
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Accomplishments for FY 2018-19

- Initiated a pickleball pilot program at San Gorgonio Park and San Luis Rey Park
- Amended beach trail usage policies with consideration for bicycle and electric bicycle usage
- Renewed/established six multi-year agreements for sports partnerships and one aquatic partnership
- Organized second welcome home parade for City's adopted Marine Unit
- Hosted and celebrated the City's 91st Anniversary at San Clemente Day with the 2nd Annual Free Youth Fishing Durby
- Managed 53 City and partnered community events
- Transitioned Park Monitors to Park Rangers, adding responsibilities based on recommendations from B,P&R Master Plan
- Renewed or initiated 59 recreation and aquatics instructor contracts
- Completed improvements of the cart path on the municipal golf course

Key Initiatives for FY 2019-20

- Initiate first phases of the 2018 Beaches, Parks & Recreation Master Plan
- Activate the Park Ranger citation program to assist with enforcement of rules and policies on beaches, parks, and trails
- Revise and/or update policies related to fee waivers and partnership agreements, including sport partners, community partners and event partners
- Maintain the golf course at level B during peak season while providing recreational golf opportunities to the public



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 2017-18	FY 2018-19	FY 2018-19	FY 2019-20	% Bud 18-19
Program Summary	Actual	Adj Budget	Projected	Budget	To Bud 19-20
Beaches, Parks & Rec. Admin.	354,188	347,380	343,040	438,730	26%
Total BP&R Administration Budget	\$354,188	\$347,380	\$343,040	\$438,730	26%

	FY 2017-18	FY 2018-19	FY 2018-19	FY 2019-20	% Bud 18-19
Category Expenditure Summary	Actual	Adj Budget	Projected	Budget	To Bud 19-20
Personnel	262,273	280,480	279,440	320,160	14%
Supplies	8,644	10,480	10,430	10,480	0%
Contractual Services	38,142	4,650	1,400	54,800	1078%
Other Charges	919	2,400	2,400	2,400	0%
Interdepartmental Charges	44,210	49,370	49,370	50,890	3%
Total Program Budget	354,188	347,380	343,040	438,730	26%
Capital/Capital Studies	0	0	0	0	0%
Total BP&R Administration Budget	\$354,188	\$347,380	\$343,040	\$438,730	26%

Personnel Summary	2.00	2.00	2.00	2.00
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Significant Change:

Increase in Contractual Services is the result of a site specific master plan for \$50,000.

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 2017-18	FY 2018-19	FY 2018-19	FY 2019-20	% Bud 18-19
	Actual	Adj Budget	Projected	Budget	To Bud 19-20
Ole Hanson Beach Club (OHBC)	144,377	116,060	128,980	136,250	17%
Community Center	552,030	564,320	563,770	653,770	16%
Community Services	1,399,477	1,320,190	1,279,400	1,288,850	-2%
Aquatics	912,659	1,215,470	1,049,070	1,200,470	-1%
VH Sports Field/SC Aquatics Facility	828,330	669,410	686,290	683,440	2%
Steed Park Operations	164,401	234,490	237,830	265,090	13%
Recreation Programs/Events	541,983	538,500	479,630	589,230	9%
Total Recreation Budget	\$4,543,257	\$4,658,440	\$4,424,970	\$4,817,100	3%

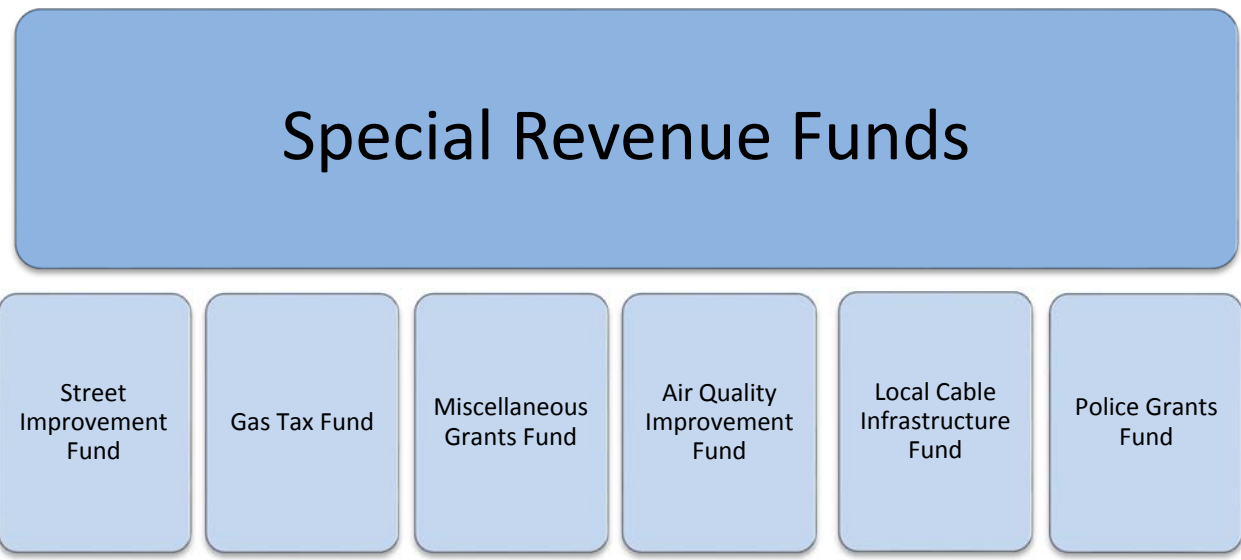
Category Expenditure Summary	FY 2017-18	FY 2018-19	FY 2018-19	FY 2019-20	% Bud 18-19
	Actual	Adj Budget	Projected	Budget	To Bud 19-20
Personnel	2,269,003	2,526,660	2,355,910	2,694,680	7%
Supplies	232,990	224,600	212,620	218,200	-3%
Contractual Services	700,147	702,120	689,760	691,980	-1%
Other Charges	938,815	847,250	808,870	818,580	-3%
Interdepartmental Charges	390,290	357,810	357,810	382,660	7%
Total Program Budget	4,531,245	4,658,440	4,424,970	4,806,100	3%
Capital/Capital Studies	12,012	0	0	11,000	100%
Total Recreation Budget	\$4,543,257	\$4,658,440	\$4,424,970	\$4,817,100	3%

Personnel Summary	16.50	16.50	16.25	16.50
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Significant Changes:

Personnel costs increase by \$168,020 due to salary/benefit changes and higher staffing in Aquatics.

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 2020 include Measure M2 revenues in the amount of \$1,027,330, investment earnings of \$150,000 and transfers from other funds of \$956,290. Expenditures include capital improvements of \$1.5 million for street improvement program projects, and \$690,000 for Alley Pavement Rehabilitation.

Fund Balance: Fund balance will be \$2.2 million at the end of FY 2019-20.

Description	FY 2017-18 Actual	FY 2018-19 Adj Budget	FY 2018-19 Projected	FY 2019-20 Budget	% Budget 18-19 To Budget 19-20
Beginning Balance	\$9,229,275	\$8,692,680	\$8,692,680	\$2,839,780	-67%
Revenues:					
Street Improvement Assessments	206	0	0	0	0%
Penalties on Delinquent Taxes	95	0	0	0	0%
Measure M2 Apportionment	966,487	986,320	986,320	1,027,330	4%
Investment Earnings	62,577	110,000	150,000	150,000	36%
Transfer from General Fund	195,290	756,290	756,290	756,290	0%
Transfer from Water Depreciation	47,294	100,000	100,000	100,000	0%
Transfer from Sewer Depreciation	37,489	100,000	100,000	100,000	0%
Total Revenues	1,309,438	2,052,610	2,092,610	2,133,620	4%
Expenditures:					
Contractual Services	465,294	1,073,920	1,018,920	575,000	-46%
Capital Improvements*	1,109,580	7,633,480	6,772,130	2,190,000	-71%
Interdepartmental Charges	16,160	35,960	35,960	51,810	44%
Interfund Transfers	255,000	118,500	118,500	0	-100%
Total Expenditures	1,846,034	8,861,860	7,945,510	2,816,810	-68%
Ending Balance	\$8,692,679	\$1,883,430	\$2,839,780	\$2,156,590	15%

Street Improvement Fund

*Detail of Capital Improvements:	FY 2017-18 Actual	FY 2018-19 Adj Budget	FY 2018-19 Projected	FY 2019-20 Budget	% Budget 18-19 To Budget 19-20
Pavement Core Drilling	0	9,700	9,700	0	-100%
Via Pico Plaza Rehabilitation	1,183	112,860	112,860	0	-100%
Ave Presidio Rehabilitation - Phase II	228	366,090	366,090	0	-100%
Avenida Navarro	23,027	286,970	286,970	0	-100%
Calle Los Molinos	20,134	483,790	483,790	0	-100%
Ave Palizada	123,585	30,850	30,850	0	-100%
Ave Presidio	575,122	221,850	221,850	0	-100%
Ave Vaquero	319,003	419,350	0	0	-100%
S. La Esperanza	0	459,460	459,460	0	-100%
Via Alegre	0	337,000	0	0	-100%
Via Cascadita	1,244	356,620	356,620	0	-100%
Via Montego	0	205,000	100,000	0	-100%
Alley Pavement Rehabilitation	1,246	988,750	988,750	690,000	-30%
Street Improvement Program	44,808	1,955,190	1,955,190	0	-100%
FY 2019 Street Improvement Projects	0	1,400,000	1,400,000	0	-100%
FY 2020 Street Improvement Projects	0	0	0	1,500,000	100%
Total Capital Improvements	\$1,109,580	\$7,633,480	\$6,772,130	\$2,190,000	-71%

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. Two projects, totaling \$2.45 million including \$1,450,000 for Arterial Street Pavement Maintenance, and \$1,000,000 for Camino De Los Mares Rehabilitation I-5 to Vaquero are scheduled for FY 2019-20. Transfers include \$473,800 to the General Fund.

Fund Balance: Fund balance is budgeted to be \$720,340 at the end of FY 2019-20.

Description	FY 2017-18 Actual	FY 2018-19 Adj Budget	FY 2018-19 Projected	FY 2019-20 Budget	% Budget 18-19 To Budget 19-20
Beginning Balance	\$4,640,620	\$5,169,100	\$5,169,100	\$902,330	-83%
Revenues:					
Traffic Congestion Relief AB2928	75,002	75,000	73,900	73,900	-1%
2103 Motor Vehicle Fuel Tax	256,923	505,800	232,500	559,000	11%
2105 Apportionment (Prop. 111)	358,025	379,800	366,800	364,600	-4%
2106 Apportionment	239,844	245,700	243,100	241,700	-2%
2107 Apportionment	465,947	471,200	481,700	478,800	2%
2107.5 Apportionment	7,500	7,500	7,500	7,500	0%
2031 Apportionment	386,584	1,595,000	1,584,000	1,039,000	-35%
Measure M Grant	31,020	0	0	0	0%
OCTA Senior Transportation	73,350	72,980	42,000	50,560	-31%
Investment Earnings	28,205	55,500	84,900	84,900	53%
Other Federal Grants	944,910	0	0	0	0%
Transfer from General Fund	14,590	14,590	14,590	14,590	0%
Transfer from 2106 Gas Tax Fund	0	500,000	500,000	0	-100%
Transfer from Other Funds	817,740	85,000	85,000	0	-100%
Total Revenues	3,699,640	4,008,070	3,715,990	2,914,550	-27%
Expenditures:					
Contractual Services	24,610	55,640	10,000	50,000	-10%
Other Charges	67,206	107,510	55,000	63,200	-41%
Capital Improvements*	2,605,394	7,202,710	6,896,560	2,450,000	-66%
Interfund Charges	5,400	47,400	47,400	59,540	26%
Transfer to General Fund	468,551	473,820	473,800	473,800	0%
Transfer to Gas Tax Fund 011	0	500,000	500,000	0	-100%
Total Expenditures	3,171,161	8,387,080	7,982,760	3,096,540	-63%
Ending Balance	\$5,169,099	\$790,090	\$902,330	\$720,340	-9%

Gas Tax Fund

*Detail of Capital Improvements:	FY 2017-18	FY 2018-19	FY 2018-19	FY 2019-20	% Budget 18-19
	Actual	Adj Budget	Projected	Budget	To Budget 19-20
Ave Pico & Calle Industrias Traffic Sig. Upg.	0	30,000	30,000	0	-100%
Camino Del Rio & Ave. La Pata Extension	72,606	302,020	302,020	0	-100%
North El Camino Real Bike Lane	90,962	264,920	15,000	0	-100%
El Camino Real (ECR) Rehabilitation	60,228	0	0	0	0%
ECR - Ave Valencia to Ave Mendocino	647,287	0	0	0	0%
Camino Del Rio - Los Mares to end	273,195	269,300	269,300	0	-100%
Concordia Elementary Safe Routes to School	1,823	0	0	0	0%
Ave Pico - Amanacer to Courtyards	1,015,046	161,170	161,170	0	-100%
Ave Pico - Los Molinos to Pico Plaza	2,044	447,960	447,960	0	-100%
Camino Capistrano ECR to Del Gado Road	9,675	124,140	124,140	0	-100%
Camino De Estrella - I-5 to City Limit	2,783	143,120	143,120	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	57,224	0	0	0	0%
Camino Mira Costa - Estrella to City Limit	285	165,480	165,480	0	-100%
Intersection Control for Camino Vera Cruz/Costa	17,663	548,000	548,000	0	-100%
Traffic Signals Protected/Permissive Conversion	35,290	237,030	237,030	0	-100%
Arterial Street Pavement Maintenance	314,033	437,970	385,970	0	-100%
Ave Vista Hermosa - Turqueza to Vera Cruz	4,596	527,400	524,490	0	-100%
Signal Sync of Camino Vera Cruz Corridor	654	240,200	240,200	0	-100%
Alley Pavement Rehab	0	374,000	374,000	0	-100%
FY 2019 Arterial Street Pavement Maintenance	0	1,300,000	1,300,000	0	-100%
Downtown Audible Traffic Signal	0	30,000	30,000	0	-100%
Camino De Los Mares Rehab I-5 to Vaquero-RMRA	0	1,500,000	1,498,680	1,000,000	-33%
Arterial Street Pavement Maintenance	0	0	0	1,450,000	100%
Total Capital Improvements	\$2,605,394	\$7,202,710	\$6,896,560	\$2,450,000	-66%

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: This fund includes CDBG grant revenues and program costs. Housing rehabilitation for low income households and infrastructure activities continue to be the major program initiative funded for FY 2019-20.

Fund Balance: The FY 2019-20 fund balance of \$404,910 which includes rehabilitation loan receivable amounts.

Description	FY 2017-18 Actual	FY 2018-19 Adj Budget	FY 2018-19 Projected	FY 2019-20 Budget	% Budget 18-19 To Budget 19-20
Beginning Balance	\$387,188	\$418,030	\$418,030	\$423,040	1%
Revenues:					
CDBG Home Rehabilitation	26,206	91,960	103,000	91,960	0%
Public Facilities/Infrastructure Grant	164	574,250	574,250	130,000	-77%
Commercial Rehabilitation Grant	1,485	20,000	20,000	20,000	0%
Public Services Grant	56,763	48,110	51,800	48,110	0%
CDBG Administration Grant	40,084	64,140	70,030	50,000	-22%
Program Income	45,328	10,000	15,000	10,000	0%
Total Revenues	170,030	808,460	834,080	350,070	-57%
Expenditures:					
Contractual Services	71,768	188,940	188,940	176,100	-7%
Other Charges	46,787	44,300	44,300	40,610	-8%
Capital Outlay	164	574,240	574,240	130,000	-77%
Interfund Transfers	15,750	17,500	17,500	17,500	0%
Interfund Charges	4,720	4,090	4,090	3,990	-2%
Total Expenditures	139,189	829,070	829,070	368,200	-56%
Ending Balance	\$418,029	\$397,420	\$423,040	\$404,910	2%
Programs:					
C.D.B.G. Housing Rehabilitation					
Contractual Services	36,097	103,000	103,000	91,960	-11%
Other Charges	4,597	10,000	10,000	10,000	0%
C.D.B.G. Commercial Rehabilitation					
Contractual Services	1,484	20,000	20,000	20,000	0%
Public Services					
Other Charges	42,190	34,300	34,300	30,610	-11%
Transfer to General Fund	15,750	17,500	17,500	17,500	0%
City Administration					
Contractual Services	34,187	65,940	65,940	64,140	-3%
Interdepartmental Charges	4,720	4,090	4,090	3,990	-2%
Public Facility/Infrastructure					
CDBG Sidewalk Improvements	164	574,240	574,240	130,000	-77%
Total Expenditures	\$139,189	\$829,070	\$829,070	\$368,200	-56%

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 \$457,180 are budgeted to be received during FY 2019-20, which includes a \$13,160 transfer for the General Fund for trolley operations. Expenditures of \$60,000 for traffic calming program and \$403,570 to support trolley operations are budgeted in FY 2019-20.

Fund Balance: Fund balance will be \$63,450 by the end of FY 2019-20.

Description	FY 2017-18 Actual	FY 2018-19 Adj Budget	FY 2018-19 Projected	FY 2019-20 Budget	% Budget 18-19 To Budget 19-20
Beginning Balance	\$292,198	\$188,420	\$188,420	\$69,840	-63%
Revenues:					
Other County Grants	73,728	691,420	583,420	362,020	-48%
Pollution Subventions	76,087	80,000	76,000	80,000	0%
Investment Earnings	1,182	2,200	2,000	2,000	-9%
Transfer from General Fund	14,000	0	0	13,160	100%
Total Revenues	164,997	773,620	661,420	457,180	-41%
Expenditures:					
Contractual Services	246,281	880,000	780,000	463,570	-47%
Capital Improvements*	22,492	0	0	0	0%
Total Expenditures	268,773	880,000	780,000	463,570	-47%
Ending Balance	\$188,422	\$82,040	\$69,840	\$63,450	-23%
*Detail of Capital Improvements					
San Clemente Trolley Project	3,948	0	0	0	0%
Radar Speed Signs - La Pata & Del Rio	18,544	0	0	0	0%
Total Capital Improvements	\$22,492	\$0	\$0	\$0	0%

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 \$233,000 are budgeted during FY 2019-20.

Fund Balance: Fund balance will be \$831,580 at the end of FY 2019-20.

Description	FY 2017-18 Actual	FY 2018-19 Adj Budget	FY 2018-19 Projected	FY 2019-20 Budget	% Budget 18-19 To Budget 19-20
Beginning Balance	\$403,537	\$623,220	\$623,220	\$601,450	-3%
Revenues:					
Franchise Taxes	219,345	225,000	220,000	220,000	-2%
Investment Earnings	2,246	4,500	11,000	13,000	189%
Total Revenues	221,591	229,500	231,000	233,000	2%
Expenditures:					
Capital Improvements*	1,906	250,000	250,000	0	-100%
Interfund Charges	0	2,770	2,770	2,870	4%
Total Expenditures	1,906	252,770	252,770	2,870	-99%
Ending Balance	\$623,222	\$599,950	\$601,450	\$831,580	39%
*Detail of Capital Improvements					
Machinery and Equipment	1,906	250,000	250,000	0	-100%
Total Capital Improvements	\$1,906	\$250,000	\$250,000	\$0	-100%

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 portion of two deputy positions are partially funded by a state COPS grant. 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 is budgeted to be \$243,120 at the end of FY 2019-20.

Description	FY 2017-18 Actual	FY 2018-19 Adj Budget	FY 2018-19 Projected	FY 2019-20 Budget	% Budget 18-19 To Budget 19-20
Beginning Balance	\$148,839	\$189,880	\$189,880	\$209,120	10%
Revenues:					
Federal & State Grants	141,155	100,000	140,000	140,000	40%
Investment Earnings	1,486	2,800	4,000	4,000	43%
Donations from Private Sources	50	0	0	0	0%
Total Revenues	142,691	102,800	144,000	144,000	40%
Expenditures:					
Contractual Services	100,000	100,000	100,000	110,000	10%
Other Charges	1,648	24,760	24,760	0	-100%
Total Expenditures	101,648	124,760	124,760	110,000	-12%
Ending Balance	\$189,882	\$167,920	\$209,120	\$243,120	45%



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

Capital Project Funds



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 (\$60,000), and Linda Lane Park Restroom in FY 2019-20.

Fund Balance: The fund balance is budgeted to be \$1.3 million at the end of FY 2019-20.

Description	FY 2017-18 Actual	FY 2018-19 Adj Budget	FY 2018-19 Projected	FY 2019-20 Budget	% Budget 18-19 To Budget 19-20
Beginning Balance	\$1,639,905	\$1,734,350	\$1,734,350	\$1,562,000	-10%
Revenues:					
Park Fees	102,973	23,600	23,600	23,600	0%
Investment Earnings	10,293	19,500	19,500	30,500	56%
Donation from Private Sources	18,835	0	50,000	0	0%
Total Revenues	132,101	43,100	93,100	54,100	26%
Expenditures:					
Capital Improvements*	23,580	258,400	258,300	260,000	1%
Interfund Charges	14,080	7,150	7,150	9,440	32%
Total Expenditures	37,660	265,550	265,450	269,440	1%
Ending Balance	\$1,734,346	\$1,511,900	\$1,562,000	\$1,346,660	-11%
*Detail of Capital Improvements					
Courtney's Sand Castle	23,580	8,400	8,300	0	-100%
Ralph's Skate Park Lighting	0	150,000	150,000	0	-100%
Vista Hermosa Park Dry Storage	0	100,000	100,000	60,000	-40%
Linda Lane Park Restroom	0	0	0	200,000	100%
Total Capital Improvements	\$23,580	\$258,400	\$258,300	\$260,000	1%

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: Two Storm Drain Improvement projects in the amount of \$1,000,000 are budgeted for FY 2019-20.

Fund Balance: Fund balance will be at \$2.3 million at the end of FY 2019-20.

Description	FY 2017-18 Actual	FY 2018-19 Adj Budget	FY 2018-19 Projected	FY 2019-20 Budget	% Budget 18-19 To Budget 19-20
Beginning Balance:					
Res. For Prima Deshecha	19,285	11,840	11,840	4,500	-62%
Res. For Segunda Deshecha	2,796,197	2,759,080	2,759,080	2,715,480	-2%
Res. For Marblehead Coastal	96,055	91,960	91,960	76,820	-16%
Res. For Other Areas	843,229	767,420	767,420	502,390	-35%
Total Beginning Balance	\$3,754,766	\$3,630,300	\$3,630,300	\$3,299,190	-9%
Revenues:					
Drainage Fees	8,425	500	500	500	0%
Investment Earnings	22,824	40,000	50,000	50,000	25%
Total Revenues	31,249	40,500	50,500	50,500	25%
Expenditures:					
Contractual Services	29,856	107,450	107,450	0	-100%
Capital Improvements*	110,018	250,700	250,700	1,000,000	299%
Interfund Charges	15,840	23,460	23,460	27,420	17%
Total Expenditures	155,714	381,610	381,610	1,027,420	169%
Ending Balance:					
Res. For Prima Deshecha	11,842	4,470	4,500	0	-100%
Res. For Segunda Dechecha	2,759,076	2,707,880	2,715,480	2,247,990	-17%
Res. For Marblehead Coastal	91,963	76,560	76,820	74,280	-3%
Res. For Other Areas	767,420	500,280	502,390	0	-100%
Total Ending Balance	\$3,630,301	\$3,289,190	\$3,299,190	\$2,322,270	-29%
*Detail of Capital Improvements:					
M00S05 Montalvo Canyon Outlet	78,489	250,700	250,700	0	-100%
Calle de Industrias/Los Molinos SD Ext.	31,529	0	0	0	0%
SD Improv Intersctn PCH & Camino SC	0	0	0	500,000	100%
SD Improv at 1601 Calle Las Bolsas	0	0	0	500,000	100%
Total Capital Improvements	\$110,018	\$250,700	\$250,700	\$1,000,000	299%

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 2019-20.

Fund Balance: A \$1.0 million fund balance is budgeted at the end of FY 2019-20.

Description	FY 2017-18 Actual	FY 2018-19 Adj Budget	FY 2018-19 Projected	FY 2019-20 Budget	% Budget 18-19 To Budget 19-20
Beginning Balance	\$3,166,196	\$1,946,090	\$1,946,090	\$983,780	-49%
Revenues:					
Developer Fees	202,861	58,980	88,780	19,660	-67%
Investment Earnings	23,479	30,000	30,000	30,000	0%
Total Revenues	226,340	88,980	118,780	49,660	-44%
Expenditures:					
Capital Improvements*	612,585	1,021,840	985,000	0	-100%
Interfund Charges	16,120	11,090	11,090	12,960	17%
Interfund Transfers	817,740	85,000	85,000	0	-100%
Total Expenditures	1,446,445	1,117,930	1,081,090	12,960	-99%
Ending Balance	\$1,946,091	\$917,140	\$983,780	\$1,020,480	11%
*Detail of Capital Improvements:					
Camino Del Rio Intersection Improv.	235,562	96,840	60,000	0	-100%
AVH and Target Entry Intersect. Improv.	0	425,000	425,000	0	-100%
Ave Pico and Vera Cruz Intersect. Improv.	377,023	0	0	0	0%
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%
Total Capital Improvements	\$612,585	\$1,021,840	\$985,000	\$0	-100%

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: A police sub-station relocation study in the amount of \$75,000 is budgeted for FY 2019-20. Transfers in the amount of \$225,000 are budgeted with \$100,000 for the Negocio City Hall remodel and \$125,000 for the Marine Safety project.

Fund Balance: Fund balance will end FY 2019-20 at \$5.3 million.

Description	FY 2017-18 Actual	FY 2018-19 Adj Budget	FY 2018-19 Projected	FY 2019-20 Budget	% Budget 18-19 To Budget 19-20
Beginning Balance:					
Res. For Public Safety Const.	5,134,607	5,194,170	5,194,170	4,560,440	-12%
Res. For Civic Center Const.	2,326,575	2,408,830	2,408,830	743,120	-69%
Total Beginning Balance	\$7,461,182	\$7,603,000	\$7,603,000	\$5,303,560	-30%
Revenues:					
Public Safety Const. Fees	205,641	113,870	113,870	113,870	0%
Civic Center Const. Fees	69,520	30,370	30,370	30,370	0%
Interest Earnings	44,777	90,000	120,000	120,000	33%
Total Revenues	319,938	234,240	264,240	264,240	13%
Expenditures:					
Contractual Services	0	0	0	75,000	100%
Capital Improvements*	174,178	248,520	248,520	0	-100%
Interfund Transfers	0	2,306,290	2,306,290	225,000	-90%
Interfund Charges	3,950	8,870	8,870	10,080	14%
Total Expenditures	178,128	2,563,680	2,563,680	310,080	-88%
Ending Balance:					
Res. For Public Safety Const.	5,194,166	4,539,950	4,560,440	4,568,830	1%
Res. For Civic Center Const.	2,408,826	733,610	743,120	688,890	-6%
Total Ending Balance	\$7,602,992	\$5,273,560	\$5,303,560	\$5,257,720	0%

Public Facilities Construction Fee Fund

*Detail of Capital Improvements:	FY 2017-18 Actual	FY 2018-19 Adj Budget	FY 2018-19 Projected	FY 2019-20 Budget	% Budget 18-19 To Budget 19-20
<i>Public Safety Construction Reserve:</i>					
800 MHz Backbone Equipment	148,414	0	0	0	0%
Station No. 59 Diesel Fuel Tank	25,764	248,520	248,520	0	-100%
<i>Total Capital Improvements</i>	\$174,178	\$248,520	\$248,520	\$0	-100%

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 2019-20.

Fund Balance: Fund balance is budgeted at \$15.4 million at the end of FY 2019-20, with \$8.3 million representing loans.

Description	FY 2017-18 Actual	FY 2018-19 Adj Budget	FY 2018-19 Projected	FY 2019-20 Budget	% Budget 18-19 To Budget 19-20
Beginning Balance:					
Res. For Development Improvements	1,961,870	1,962,860	1,962,860	2,210,580	13%
Res. For Bridge Maintenance	1,164,427	1,291,510	1,291,510	1,432,870	11%
Res. For Storm Drain (Seg. Deshecha)	871,200	876,730	876,730	890,580	2%
Res. For In-Lieu Afford. Housing	980,864	1,567,300	1,567,300	1,889,550	21%
In-Lieu Loans (Affordable Housing)	8,074,913	8,253,760	8,253,760	8,253,760	0%
Total Beginning Balance	\$13,053,274	\$13,952,160	\$13,952,160	\$14,677,340	5%
Revenues:					
Bridge Maintenance	119,695	120,310	120,960	121,330	1%
In-Lieu Affordable Housing Fees	583,605	301,000	301,000	301,000	0%
Investment Earnings	210,420	60,000	90,000	90,000	50%
Community Enhancement Revenues	456,311	242,720	242,720	242,720	0%
South County Seniors Contribution	0	154,860	154,860	0	-100%
Developer Fees	0	300,000	300,000	0	-100%
Total Revenues	1,370,031	1,178,890	1,209,540	755,050	-36%
Expenditures:					
Contractual Services	0	250,000	250,000	45,000	-82%
Transfer to General Fund	456,310	218,470	218,470	0	-100%
Transfer to Other Funds	0	0	0	0	0%
Interfund Charges	14,840	15,890	15,890	12,500	-21%
Total Expenditures	471,150	484,360	484,360	57,500	-88%
Ending Balance:					
Res. For Development Improvements	1,962,862	2,200,247	2,210,581	2,430,512	10%
Res. For Bridge Maintenance	1,291,506	1,425,419	1,432,868	1,574,276	10%
Res. For Storm Drain (Seg. Deshecha)	876,725	885,961	890,577	903,058	2%
Res. For In-Lieu Afford. Housing	1,567,299	1,881,303	1,889,554	2,213,284	18%
In-Lieu Loans (Affordable Housing)	8,253,763	8,253,760	8,253,760	8,253,760	0%
Total Ending Balance	\$13,952,155	\$14,646,690	\$14,677,340	\$15,374,890	5%

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 2019-20.

Fund Balance: The fund balance is budgeted to be \$2.7 million at the end of FY 2019-20, with approximately \$2.4 million representing long term loan receivables.

Description	FY 2017-18 Actual	FY 2018-19 Adj Budget	FY 2018-19 Projected	FY 2019-20 Budget	% Budget 18-19 To Budget 19-20
Beginning Balance	\$2,629,771	\$2,745,920	\$2,745,920	\$2,746,950	0%
Revenues:					
Investment Earnings	53,589	2,000	4,500	4,500	125%
Transfers from General Fund	62,563	0	0	0	
Total Revenues	116,152	2,000	4,500	4,500	125%
Expenditures:					
Interfund Charges	0	3,470	3,470	3,630	5%
Total Expenditures	0	3,470	3,470	3,630	5%
Ending Balance	\$2,745,923	\$2,744,450	\$2,746,950	\$2,747,820	0%

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 leave 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 (\$380,000), the Park Asset Replacement Reserve (\$400,000), and Accrued Leave (\$225,000). Facilities Maintenance costs include the Marine Safety Building project (\$250,000). Park Asset Replacement costs includes \$500,000 for LPVH Synthetic Turf replacement and \$300,000 for Mira Costa, Verde Park Playground Replacements. Capital Equipment Replacement includes \$210,000 for Street LED Conversion Phase 3.

Fund Balance: Fund Balance is budgeted to be \$12.2 million by the end of FY 2019-20.

Description	FY 2017-18 Actual	FY 2018-19 Adj Budget	FY 2018-19 Projected	FY 2019-20 Budget	% Budget 18-19 To Budget 19-20
Beginning Balance:					
Accrued Leave	1,070,541	905,580	905,580	824,430	-9%
Capital Equipment	1,558,189	1,489,240	1,489,240	1,613,240	8%
Facilities Maintenance	3,334,667	6,191,730	6,191,730	7,967,310	29%
Park Asset Replacement	1,347,344	1,654,120	1,654,120	1,751,730	6%
Total Beginning Balance	\$7,310,741	\$10,240,670	\$10,240,670	\$12,156,710	19%
Revenues:					
Investment Earnings	45,932	95,000	160,000	160,000	68%
Contributions from Developers	22,689	23,120	23,570	23,840	3%
Interfund Transfers	3,335,000	3,855,000	3,855,000	1,130,000	-71%
Interfund Charges	465,700	601,200	601,200	601,200	0%
Total Revenues	3,869,321	4,574,320	4,639,770	1,915,040	-58%
Expenditures:					
Accrued Leave	171,690	260,000	215,300	260,000	0%
Capital Equipment	281,160	152,570	142,570	228,000	49%
Facilities Maintenance	482,856	2,062,820	2,007,630	590,000	-71%
Park Asset Replacement	3,693	548,230	358,230	800,000	46%
Total Expenditures	939,399	3,023,620	2,723,730	1,878,000	-38%
Ending Balance:					
Accrued Leave	905,577	773,990	824,430	800,270	3%
Capital Equipment	1,489,238	1,593,340	1,613,240	1,650,040	4%
Facilities Maintenance	6,191,732	7,872,820	7,967,310	8,218,640	4%
Park Asset Replacement	1,654,116	1,551,230	1,751,730	1,524,790	-2%
Ending Balance	\$10,240,663	\$11,791,370	\$12,156,710	\$12,193,750	3%
Expenditures by Category:					
Personnel	171,690	260,000	215,300	260,000	0%
Contractual Services	0	30,000	30,000	0	-100%
Capital Outlay*	767,709	2,733,620	2,478,430	1,618,000	-41%
Total	\$939,399	\$3,023,620	\$2,723,730	\$1,878,000	-38%

Reserve Fund

*Detail of Capital Improvements:	FY 2017-18	FY 2018-19	FY 2018-19	FY 2019-20	% Budget 18-19
	Actual	Adj Budget	Projected	Budget	To Budget 19-20
<u>Capital Equipment Reserve:</u>					
Traffic Signal Battery Backup Systems Phase II	4,025	95,970	95,970	0	-100%
Street Light LED Conversion Phase II	273,736	0	0	0	0%
Traffic Signal Cabinet Replacement	3,399	46,600	46,600	0	-100%
Machinery and Equipment	0	10,000	0	18,000	80%
Street Light LED Conversion Phase 3	0	0	0	210,000	100%
<u>Facilities Maintenance Reserve:</u>					
Community Development Parking Lot Rehab	290,630	89,640	55,000	0	-100%
LED Street Light Conversion	46,238	0	0	0	0%
Aquatic Center Swamp Cooler Replacement	14,400	120,240	120,240	0	-100%
Com. Dev. 910 Negocio HVAC Replacement	6,935	157,260	157,260	0	-100%
Corporation Yard Bldgs./Structures Painting	16,266	153,730	153,730	0	-100%
Marine Safety Building Repair & Upgrades	100,059	1,106,400	1,106,400	250,000	-77%
Boys & Girls Club Basketball Courts Lights	8,327	0	0	0	0%
Boys & Girls Club Trash Enclosure	0	65,550	45,000	0	-100%
Aquatic Center Paint and Patch	0	80,000	80,000	45,000	-44%
Sport Court Lighting Replacement	0	85,000	85,000	0	-100%
Bonito Canyon Lights and Poles	0	115,000	115,000	0	-100%
Aquatics Center Play Activity Pool Plaster	0	60,000	60,000	130,000	117%
Basketball and Tennis Court Lighting	0	0	0	165,000	100%
<u>Park Asset Reserve:</u>					
Playground Equipment Replacements	3,694	298,230	298,230	0	-100%
LPVH Lacrosse/Football Field Synthetic Turf	0	250,000	60,000	0	-100%
LVPH Two Soccer Fields Synthetic Turf	0	0	0	500,000	100%
Mira Costa & Verde Park Playground	0	0	0	300,000	100%
Total Capital Improvements	\$767,709	\$2,733,620	\$2,478,430	\$1,618,000	-41%

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.

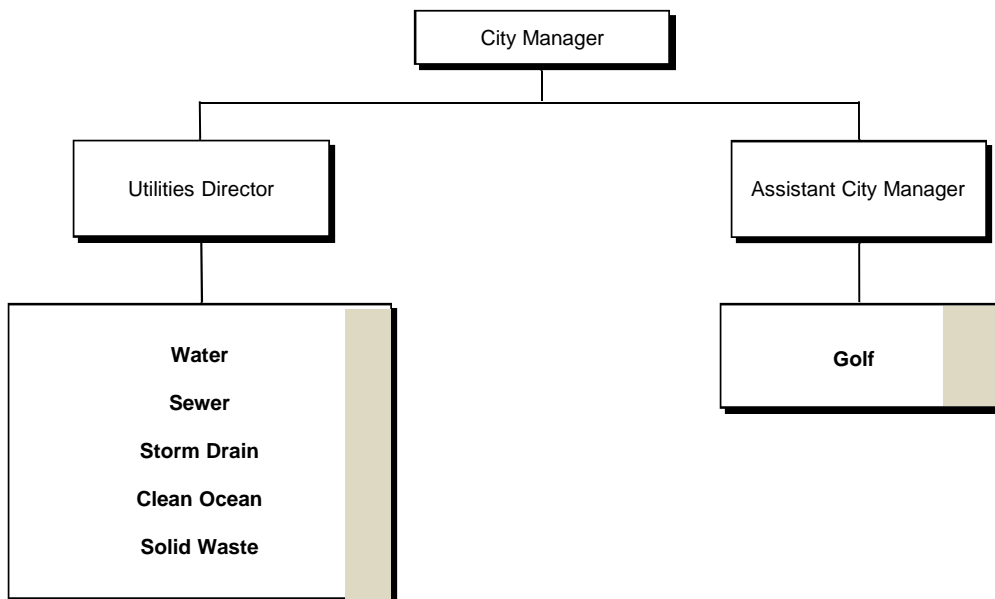
Enterprise Funds					
Water Fund	Sewer Fund	Storm Drain Fund	Clean Ocean Fund	Solid Waste Fund	Golf Fund
Water Operating	Sewer Operating	Storm Drain Operating	Clean Ocean Operating		Golf Operating
Water Depreciation Reserve	Sewer Depreciation Reserve	Storm Drain Utility Depreciation Reserve	Clean Ocean Improvement Reserve		Golf Depreciation Reserve
Water Acreage Fee Reserve	Sewer Connection Fee Reserve				Golf Improvement Reserve
Water Other Agency Depreciation Reserve	Sewer Other Agency Depreciation Reserve				


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 2017-18 Actual	FY 2018-19 Adj Budget	FY 2018-19 Projected	FY 2019-20 Budget	% Bud 18-19 To Bud 19-20
Water Operating	21,286,486	21,902,730	21,789,580	22,614,800	3%
Sewer Operating	10,411,229	10,839,200	10,555,510	10,964,640	1%
Storm Drain Operating	1,615,701	1,674,940	1,610,170	1,694,650	1%
Clean Ocean Operating	2,800,710	3,853,800	3,733,310	2,564,180	-33%
Solid Waste	218,628	263,550	264,020	239,910	-9%
Total Utilities Operating Budget	\$36,332,754	\$38,534,220	\$37,952,590	\$38,078,180	-1%

Summary	FY 2017-18 Actual	FY 2018-19 Adj Budget	FY 2018-19 Projected	FY 2019-20 Budget	% Bud 18-19 To Bud 19-20
Golf Operating	2,250,158	2,200,920	2,143,660	2,318,500	5%
Total Golf Operating Budget	\$2,250,158	\$2,200,920	\$2,143,660	\$2,318,500	5%

Accomplishments for FY 2018-19

- Completed rehabilitation of Primary Clarifiers No. 4 and 5
- Completed Water Reclamation Plant Laboratory Rehabilitation
- Completed Reservoir Rehabilitant, Mechanical Mixing, and Chemical Enhancement project to improve water Quality management at Reservoirs 5, 10 and 14
- Completed the design of Reeves, Reata, Calle Real, and Blanco Pump Stations
- Obtained laboratory certification (ELAP) from the state
- Finalized Santa Margarita Water District Interconnection Agreement
- Completed 70% of Preventative Maintenance programming within Lucity
- Processed 1.2 billion gallons of wastewater and 4,600 wet tons of solid waste
- Updated the City's municipal code to comply with the City's stormwater permit to prohibit irrigation runoff
- Updated the City's municipal code to comply with recycling diversion (AB341) and organics diversion (AB1826)
- Met AB1826 organics diversion threshold for businesses that generate four cubic yards per week of organics
- Met AB939 diversion goal percentage (City diverts 70% of waste from landfill which exceeds the 50% diversion required by the year 2000)

Key Initiatives for FY 2019-20

- Complete Well Water Chemical Treatment Plant Design
- Complete design for Calle Real Pump Station and associated facilities
- Complete permitting for Water Reclamation Plant Odor Control Improvements
- Continue to optimize implementation and enforcement of the City's FOG program
- Continue Water Reclamation Plant Efficiency Study
- Complete Sewer Cost of Service Study
- Complete construction of Water Reclamation Plant Gas Flare
- Begin construction for Water Reclamation Plant Boiler Replacements and Electrical Improvements
- Finalize Recycled Water Expansion Phase II analysis
- Implement tasks to carry out Clean Ocean Fee Renewal Property owner ballot measure
- Implement study to identify sources of indicator bacteria at the Municipal Pier
- Expand an implementation plan for business organics diversion requirement to comply with AB1826
- Meet 75% diversion goal by January 1, 2020

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 2017-18 Actual	FY 2018-19 Adj Budget	FY 2018-19 Projected	FY 2019-20 Budget	Budget % Change
Beginning Balance:	\$3,387,744	\$3,478,040	\$3,478,040	\$3,129,534	-10%
Revenue Summary					
Services Charges	17,679,758	17,818,920	18,253,100	19,739,700	11%
Other Water Charges	3,653,514	3,140,980	3,140,480	3,308,840	5%
Gain/Loss on Other Assets	23,481	0	0	0	0%
Investment Earnings	20,024	36,534	47,494	70,679	93%
Interfund Transfers	0	0	0	0	0%
Total	\$21,376,777	\$20,996,434	\$21,441,074	\$23,119,219	10%
Program Summary					
Water Administration	1,796,407	1,802,910	1,779,170	1,802,420	0%
Water Production	12,803,005	13,013,950	12,942,410	13,060,640	0%
Transmission/Distribution	4,233,748	4,183,350	4,268,940	4,593,820	10%
Water Conservation	276,868	838,410	833,080	755,010	-10%
Water Reclamation	2,176,458	2,064,110	1,965,980	2,402,910	16%
Total Water	\$21,286,486	\$21,902,730	\$21,789,580	\$22,614,800	3%
Ending Balance:	\$3,478,035	\$2,571,744	\$3,129,534	\$3,633,953	41%
Category Expenditure Summary					
Personnel	3,372,803	3,597,990	3,627,550	3,796,280	6%
Supplies	8,371,852	8,494,650	8,509,590	8,692,830	2%
Contractual Services	2,840,713	3,277,480	3,121,080	2,794,300	-15%
Other Charges	4,042,781	3,675,860	3,675,860	4,152,250	13%
Interdepartmental Charges	1,685,670	1,530,690	1,529,430	1,719,090	12%
Debt Service	893,906	900,610	900,620	900,800	0%
Total Program Budget	21,207,725	21,477,280	21,364,130	22,055,550	3%
Capital/One-Time Studies	51,071	25,450	25,450	40,250	58%
Interfund Transfers	27,690	400,000	400,000	519,000	30%
Total Water Budget	\$21,286,486	\$21,902,730	\$21,789,580	\$22,614,800	3%
Personnel Summary	26.57	26.57	26.30	25.35	

Significant Changes:

Personnel costs increase \$198,290 related to salary and benefit changes.
 Contractual services decrease \$483,180 related to facilities maintenance decreases and water conservation efforts.
 Other charges increase \$476,390 due to higher depreciation costs.

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 tons of solids are processed through thickening, anaerobic digestion, and dewatering, after which they are hauled to a composting facility for beneficial use.

	FY 2017-18 Actual	FY 2018-19 Adj Budget	FY 2018-19 Projected	FY 2019-20 Budget	Budget % Change
Beginning Balance:	\$1,846,854	\$644,400	\$644,400	\$524,710	-19%
Revenue Summary					
Services Charges	9,163,941	10,020,080	9,920,080	10,290,600	3%
Sewer Permits	1,880	1,000	1,000	1,000	0%
Grant Revenue	2,747	0	0	0	0%
Other Sewer Charges	7,492	7,000	7,000	7,000	0%
Gain/Loss on Disposal of Fixed Assets	21,574	0	0	0	0%
Investment Earnings	11,137	6,192	7,740	11,438	85%
Interfund Transfers	0	500,000	500,000	500,000	0%
Total	\$9,208,771	\$10,534,272	\$10,435,820	\$10,810,038	3%
Program Summary					
Sewer Administration	1,551,238	1,768,510	1,749,270	1,596,200	-10%
Treatment	5,159,352	5,357,050	5,217,920	5,448,140	2%
Collection	3,700,639	3,713,640	3,588,320	3,920,300	6%
Total Sewer	\$10,411,229	\$10,839,200	\$10,555,510	\$10,964,640	1%
Ending Balance:	\$644,396	\$339,472	\$524,710	\$370,108	9%
Category Expenditure Summary					
Personnel	2,685,000	2,875,480	2,828,840	3,051,890	6%
Supplies	707,892	995,230	852,460	821,350	-17%
Contractual Services	1,955,070	2,386,570	2,296,720	2,213,300	-7%
Other Charges	3,352,377	3,193,300	3,190,050	3,295,090	3%
Interdepartmental Charges	1,609,830	1,388,620	1,387,440	1,564,010	13%
Total Program Budget	10,310,169	10,839,200	10,555,510	10,945,640	1%
Capital/One-Time Studies	77,980	0	0	0	0%
Interfund Transfers	23,080	0	0	19,000	100%
Total Sewer Budget	\$10,411,229	\$10,839,200	\$10,555,510	\$10,964,640	1%
Personnel Summary	21.09	21.09	20.55	19.50	

Significant Changes:

Personnel costs increase \$176,410 related to the salary and benefit changes.

Supplies decrease \$173,880 primarily based on chemical supplies.

Other changes increase due to depreciation and contractual services decrease due partly to the cost of service study.

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 77 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 2017-18 Actual	FY 2018-19 Adj Budget	FY 2018-19 Projected	FY 2019-20 Budget	Budget % Change
Beginning Balance:	\$638,408	\$566,340	\$566,340	\$504,796	-11%
Revenue Summary					
Services Charges	1,165,756	1,150,500	1,150,500	1,160,500	1%
Other Revenue	-8,059	10,000	10,040	10,000	0%
Investment Earnings	4,939	7,440	7,086	17,182	131%
Interfund Transfers	381,000	381,000	381,000	381,000	0%
Total	\$1,543,636	\$1,548,940	\$1,548,626	\$1,568,682	1%

Program Summary

Storm Drain Administration	257,202	192,360	192,470	231,760	20%
Storm Drain Maintenance	1,358,499	1,482,580	1,417,700	1,462,890	-1%
Total Storm Drain	\$1,615,701	\$1,674,940	\$1,610,170	\$1,694,650	1%

Ending Balance:	\$566,343	\$440,340	\$504,796	\$378,828	-14%
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Category Expenditure Summary

Personnel	362,317	388,670	372,280	419,800	8%
Supplies	8,606	12,050	11,670	12,250	2%
Contractual Services	93,229	203,130	155,130	155,410	-23%
Other Charges	914,419	890,000	890,000	890,520	0%
Interdepartmental Charges	237,130	181,090	181,090	216,670	20%
Total Program Budget	1,615,701	1,674,940	1,610,170	1,694,650	1%
Capital/One-Time Studies	0	0	0	0	0%
Interfund Transfers	0	0	0	0	0%
Total Storm Drain Budget	\$1,615,701	\$1,674,940	\$1,610,170	\$1,694,650	1%

Personnel Summary	3.04	3.04	2.85	2.85
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Significant Changes:

Interdepartmental changes increase \$35,580 due to insurance and overhead 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 the public 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 2017-18 Actual	FY 2018-19 Adj Budget	FY 2018-19 Projected	FY 2019-20 Budget	Budget % Change
Beginning Balance:	\$3,435,695	\$3,293,290	\$3,293,290	\$2,224,524	-32%
Revenue Summary					
Urban Runoff Fee	2,303,304	2,300,000	2,300,000	2,300,000	0%
Violations/Citations	333,715	312,000	312,000	312,000	0%
Other Revenue	1,058	70	70	70	0%
Investment Earnings	20,226	36,255	52,474	52,553	45%
Total	\$2,658,303	\$2,648,325	\$2,664,544	\$2,664,623	1%
Program Summary					
Storm Water Permit Compliance	2,202,606	3,223,230	3,102,740	2,014,220	-38%
Street Cleaning	598,104	630,570	630,570	549,960	-13%
Total Clean Ocean	\$2,800,710	\$3,853,800	\$3,733,310	\$2,564,180	-33%
Ending Balance:	\$3,293,288	\$2,087,815	\$2,224,524	\$2,324,967	11%
Category Expenditure Summary					
Personnel	329,213	384,840	293,990	415,220	8%
Supplies	44,231	58,620	59,040	37,430	-36%
Contractual Services	760,684	983,230	953,170	998,900	2%
Other Charges	167,542	216,000	216,000	215,000	0%
Interdepartmental Charges	394,930	330,000	330,000	343,520	4%
Total Program Budget	1,696,600	1,972,690	1,852,200	2,010,070	2%
Capital/One-Time Studies	0	2,000	2,000	0	-100%
Interfund Transfers	1,104,110	1,879,110	1,879,110	554,110	-71%
Total Clean Ocean Budget	\$2,800,710	\$3,853,800	\$3,733,310	\$2,564,180	-33%
Personnel Summary	3.40	3.00	3.00	3.00	

Significant Changes:

Personnel costs increase \$30,380 related to salary and benefit changes.

Transfers decrease \$1,325,000 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 multiple State diversion mandates.

Solid Waste Operating Division Services

- Implement recycling and other waste reduction programs to comply with State waste diversion mandates.
- 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 2017-18 Actual	FY 2018-19 Adjusted	FY 2018-19 Projected	FY 2019-20 Budget	Budget % Change
Beginning Balance:	\$352,097	\$363,980	\$363,980	\$292,560	-20%
Revenue Summary					
Solid Waste Revenues	230,513	192,900	192,600	192,600	0%
Total	\$230,513	\$192,900	\$192,600	\$192,600	0%
Program Summary					
Solid Waste Management	218,628	263,550	264,020	239,910	-9%
Total Solid Waste	\$218,628	\$263,550	\$264,020	\$239,910	-9%
Ending Balance:	\$363,982	\$293,330	\$292,560	\$245,250	-16%
Category Expenditure Summary					
Personnel	107,448	111,900	112,360	120,700	8%
Supplies	13,014	20,300	20,310	20,010	-1%
Contractual Services	15,362	22,000	22,000	22,000	0%
Other Charges	4,994	47,470	47,470	19,400	-59%
Interdepartmental Charges	77,810	61,880	61,880	57,800	-7%
Total Program Budget	218,628	263,550	264,020	239,910	-9%
Capital/One-Time Studies	0	0	0	0	0%
Interfund Transfers	0	0	0	0	0%
Total Solid Waste Budget	\$218,628	\$263,550	\$264,020	\$239,910	-9%
Personnel Summary	1.00	1.00	1.00	1.00	

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 2017-18 Actual	FY 2018-19 Adj Budget	FY 2018-19 Projected	FY 2019-20 Budget	Budget % Change
Beginning Balance:	-\$650,759	-\$30,100	-\$30,100	-\$11,636	-61%
Revenue Summary					
Golf Fees	1,789,789	1,725,000	1,675,000	1,725,000	0%
Registration Fees	72,138	62,400	62,400	62,400	0%
Concessions	462,741	420,000	425,000	435,000	4%
Other Revenue	547,708	5,000	0	0	-100%
Investment Earnings	-1,562	-133	-276	-106	-20%
Total	\$2,870,814	\$2,212,267	\$2,162,124	\$2,222,294	0%
Program Summary					
Golf Course Maintenance	2,250,158	2,200,920	2,143,660	2,318,500	5%
Total Golf	\$2,250,158	\$2,200,920	\$2,143,660	\$2,318,500	5%
Ending Balance:	-\$30,102	-\$18,753	-\$11,636	-\$107,842	475%
Category Expenditure Summary					
Personnel	833,085	893,550	854,760	975,260	9%
Supplies	162,995	144,200	142,450	142,700	-1%
Contractual Services	556,879	493,360	472,640	506,960	3%
Other Charges	344,451	344,000	344,000	344,000	0%
Interdepartmental Charges	296,670	270,810	270,810	290,580	7%
Debt Service	35,000	35,000	35,000	35,000	0%
Total Program Budget	2,229,080	2,180,920	2,119,660	2,294,500	5%
Capital/One-Time Studies	0	0	0	0	0%
Interfund Transfers	21,078	20,000	24,000	24,000	20%
Total Golf Budget	\$2,250,158	\$2,200,920	\$2,143,660	\$2,318,500	5%
Personnel Summary	9.00	9.00	9.00	9.00	

Significant Changes:

Personnel costs increase \$81,710 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: Three capital improvement projects are budgeted for FY 2019-20. Capital improvement projects include \$400,000 for the Calle Real Pump Station Rehabilitation project and \$1,000,000 for Well Filter Plant Rehabilitation and \$2,800,000 for Blanco Pump Station Rehabilitation. Contractual Services of \$1.15 million includes \$300,000 for Water System Rehabilitation, \$100,000 for Meter Replacements, and \$750,000 for Reservoir No. 9 Site Drainage Improvements.

Net Working Capital Balance: The ending net working capital will decrease to \$3.3 million at the end of FY 2019-20.

Description	FY 2017-18 Actual	FY 2018-19 Adj Budget	FY 2018-19 Projected	FY 2019-20 Budget	% Budget 18-19 To Budget 19-20
Beginning Balance	\$9,768,620	\$7,263,850	\$7,263,850	\$5,455,470	-25%
Additions:					
Depreciation Funded	1,560,803	1,170,000	1,170,000	1,560,000	33%
Depreciation Asset Model	1,621,670	1,721,000	1,721,000	1,800,000	5%
Investment Earnings	57,741	76,300	99,190	123,209	61%
Transfer from Sewer Fund	28,828	165,000	165,000	0	-100%
Transfer from Storm Drain Fund	41,479	0	0	0	0%
Total Additions	3,310,521	3,132,300	3,155,190	3,483,209	11%
Deductions:					
Contractual Services	608,550	1,638,370	1,612,970	1,150,000	-30%
Capital Improvements*	5,054,075	4,339,820	2,967,060	4,200,000	-3%
Interdepartmental Charges	80,368	144,540	144,540	182,880	27%
Transfer to General Fund	25,000	58,000	58,000	25,000	-57%
Transfer to Street Improvement	47,294	100,000	100,000	100,000	0%
Transfer to Sewer Depreciation	0	81,000	81,000	0	-100%
Total Deductions	5,815,287	6,361,730	4,963,570	5,657,880	-11%
Ending Balance	\$7,263,854	\$4,034,420	\$5,455,470	\$3,280,799	-19%

Water Depreciation Reserve

*Detail of Capital Improvements:	FY 2017-18 Actual	FY 2018-19 Adj Budget	FY 2018-19 Projected	FY 2019-20 Budget	% Budget 18-19 To Budget 19-20
Highland Light Ductile Iron Pipeline Replacement	472,054	20,000	20,000	0	-100%
Well Water Acquirer Monitoring Improvements	44,589	368,600	368,600	0	-100%
Interstate 5/Pico Interchange Wtr Improv.	13,749	0	0	0	0%
Reata Pump Stations Rehab	37,835	1,499,030	200,000	0	-100%
Ave Del Presidente Waterline Replacement	321,640	88,730	15,000	0	-100%
Blanco Pump Station Rehabilitation	124,714	92,150	92,150	2,800,000	2939%
Tesoro PRS Rehabilitation	385,312	0	0	0	0%
Well Filter Plant Rehabilitation	5,520	485,360	485,360	1,000,000	106%
Reservoirs 5A, 10, 12, &14 Improvements	3,648,662	685,950	685,950	0	-100%
Calle Real Pump Station Rehabilitation	0	300,000	300,000	400,000	33%
Reservoir 10 & 6 Water Line	0	800,000	800,000	0	-100%
Total Capital Improvements	\$5,054,075	\$4,339,820	\$2,967,060	\$4,200,000	-3%

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: One capital improvement for Recycled Water Expansion Phase II in the amount of \$500,000 is budgeted for FY 2019-20.

Net Working Capital Balance: The ending net working capital will be \$799,747 at the end of FY 2019-20.

Description	FY 2017-18 Actual	FY 2018-19 Adj Budget	FY 2018-19 Projected	FY 2019-20 Budget	% Budget 18-19 To Budget 19-20
Beginning Balance	\$2,668,734	\$2,448,580	\$2,448,580	\$799,256	-67%
Additions:					
Water Acreage Fees	30,947	2,390	2,390	1,000	-58%
Investment Earnings	15,774	25,720	33,436	18,051	-30%
Transfer from Water Operating	0	400,000	400,000	500,000	25%
Total Additions	46,721	428,110	435,826	519,051	21%
Deductions:					
Contractual Services	0	11,470	11,470	0	-100%
Capital Improvements*	261,680	2,098,880	2,056,810	500,000	-76%
Interdepartmental Charges	5,200	16,870	16,870	18,560	10%
Total Deductions	266,880	2,127,220	2,085,150	518,560	-76%
Ending Balance	\$2,448,575	\$749,470	\$799,256	\$799,747	7%
*Detail of Capital Improvements:					
Reservoir 10 & 6 Water Line	174,657	6,220	6,220	0	-100%
Reeves Pump Station	78,825	1,822,950	1,780,880	0	-100%
Recycled Water Expansion Phase II	8,198	269,710	269,710	500,000	85%
Total Capital Improvements	\$261,680	\$2,098,880	\$2,056,810	\$500,000	-76%

Water Other Agency Depreciation Reserves

052-468

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

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

Legal Basis: Resources in this program are assigned.

Budget Overview: JRWSS Agency Projects in the amount of \$1.24 million are scheduled for 2019-20.

Net Working Capital Balance: The ending net working capital will be \$5.7 million at the end of FY 2019-20.

Description	FY 2017-18 Actual	FY 2018-19 Adj Budget	FY 2018-19 Projected	FY 2019-20 Budget	% Budget 18-19 To Budget 19-20
Beginning Balance	\$5,273,468	\$5,849,770	\$5,849,770	\$6,113,060	5%
Additions:					
Other Agency Depreciation Funded	800,000	700,000	700,000	700,000	0%
Investment Earnings	31,171	61,446	79,880	138,061	125%
Total Additions	831,171	761,446	779,880	838,061	10%
Deductions:					
Contractual Services	239,924	2,840,280	500,000	1,240,000	-56%
Interdepartmental Charges	14,950	16,590	16,590	19,390	17%
Total Deductions	254,874	2,856,870	516,590	1,259,390	-56%
Ending Balance	\$5,849,765	\$3,754,346	\$6,113,060	\$5,691,731	52%

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 \$950,000. Capital Projects total \$1.1 million. Major projects include \$500,000 for WRP Electrical Systems Replacement. Maintenance projects include \$300,000 for Sewer Line Point Repairs and \$300,000 for Sewer System Rehabilitation.

Net Working Capital Balance: The net working capital will be \$3.6 million at the end of FY 2019-20.

Description	FY 2017-18 Actual	FY 2018-19 Adj Budget	FY 2018-19 Projected	FY 2019-20 Budget	% Budget 18-19 To Budget 19-20
Beginning Balance	\$9,221,081	\$10,274,530	\$10,274,530	\$2,868,357	-72%
Additions:					
Depreciation Funded	3,021,525	2,840,000	2,840,000	3,044,000	7%
Investment Earnings	55,604	98,734	123,417	62,526	-37%
Transfer from Water Depreciation	0	81,000	81,000	0	-100%
Total Additions	3,077,129	3,019,734	3,044,417	3,106,526	3%
Deductions:					
Contractual Services	937,555	2,581,300	2,039,800	950,000	-63%
Capital Improvements*	898,765	7,530,090	7,435,090	1,100,000	-85%
Interdepartmental Charges	96,040	185,700	185,700	225,590	21%
Transfer to General Fund	25,000	25,000	25,000	25,000	0%
Transfer to Street Improvement	37,489	100,000	100,000	100,000	0%
Transfer to Water Fund	28,828	165,000	165,000	0	-100%
Transfer to Sewer Operating	0	500,000	500,000	0	-100%
Total Deductions	2,023,677	11,087,090	10,450,590	2,400,590	-78%
Ending Balance	\$10,274,533	\$2,207,174	\$2,868,357	\$3,574,293	62%

Sewer Depreciation Reserve

*Detail of Capital Improvements:	FY 2017-18 Actual	FY 2018-19 Adj Budget	FY 2018-19 Projected	FY 2019-20 Budget	% Budget 18-19 To Budget 19-20
Sewer System SCADA Implementation	60,523	1,247,510	1,247,510	200,000	-84%
WRP Solids Handling	0	0	0	0	0%
Land Outfall Rectifier	0	145,250	145,250	0	-100%
Digester #1 Structural & Mechanical Rehab	0	59,130	59,130	0	-100%
Portable Generator Replacements	349	0	0	0	0%
Primary Clarifier No 4 and 5 Rehab	402,631	169,700	169,700	0	-100%
WRP Electrical Systems Replacement	36,016	948,860	948,860	500,000	-47%
WRP Laboratory Rehabilitaion	7,268	128,870	108,870	0	-100%
Linda Lane Lift Station Stabilization	111,013	103,980	28,980	0	-100%
WRP Gravity Belt Thickener Replacement	126,938	1,614,100	1,614,100	0	-100%
Los Molinos Lift Station Generator Replacement	47,384	210,630	210,630	0	-100%
Odor Control Systems Replacement	53,479	1,175,320	1,175,320	0	-100%
WRP Gas Flare Rehabilitation	31,264	548,640	548,640	0	-100%
WRP Security Gate	21,900	328,100	328,100	0	-100%
WRP Boiler Replacement	0	850,000	850,000	0	-100%
Arenoso Lane Sewer Line Rehabilitation	0	0	0	200,000	100%
Aeration Blower Improvements	0	0	0	200,000	100%
Total Capital Improvements	\$898,765	\$7,530,090	\$7,435,090	\$1,100,000	-85%

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: No capital projects are budgeted in FY 2019-20.

Net Working Capital Balance: The net working capital will be \$6.3 million at the end of FY 2019-20.

Description	FY 2017-18 Actual	FY 2018-19 Adj Budget	FY 2018-19 Projected	FY 2019-20 Budget	% Budget 18-19 To Budget 19-20
Beginning Balance	\$6,193,167	\$6,828,460	\$6,828,460	\$6,155,503	-10%
Additions:					
Sewer Connection Fees	671,727	166,200	166,200	15,460	-91%
Investment Earnings	37,345	65,618	82,023	134,180	104%
Total Additions	709,072	231,818	248,223	149,640	-35%
Deductions:					
Contractual Services	33,707	399,530	399,530	0	-100%
Capital Improvements*	-276	483,150	483,150	0	-100%
Interdepartmental Charges	40,350	38,500	38,500	32,610	-15%
Total Deductions	73,781	921,180	921,180	32,610	-96%
Ending Balance	\$6,828,458	\$6,139,098	\$6,155,503	\$6,272,533	2%
*Detail of Capital Improvements:					
Recycled Water Expansion	-276	86,750	86,750	0	-100%
Tertiary Filter Backwash Improvements	0	396,400	396,400	0	-100%
Total Capital Improvements	-\$276	\$483,150	\$483,150	\$0	-100%

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 2019-20.

Net Working Capital Balance: The ending net working capital will be \$2.6 million at the end of FY 2019-20.

Description	FY 2017-18 Actual	FY 2018-19 Adj Budget	FY 2018-19 Projected	FY 2019-20 Budget	% Budget 18-19 To Budget 19-20
Beginning Balance	\$2,771,790	\$3,065,260	\$3,065,260	\$2,837,650	-7%
Additions:					
Other Agency Depreciation Funded	300,000	300,000	300,000	200,000	-33%
Investment Earnings	16,714	29,456	36,820	61,856	110%
Total Additions	316,714	329,456	336,820	261,856	-21%
Deductions:					
Contractual Services	9,172	542,860	540,940	0	-100%
Interdepartmental Charges	14,070	23,490	23,490	26,920	15%
Interfund Transfers	0	0	0	500,000	100%
Total Deductions	23,242	566,350	564,430	526,920	-7%
Ending Balance	\$3,065,262	\$2,828,366	\$2,837,650	\$2,572,586	-9%

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 \$150,000 is included in the FY 2019-20 Budget for East Avenida Cordoba Drainage Study. Contractual Services includes \$200,000 for Storm Drain Rehabilitation and \$150,000 for Citywide Flood Control Culverts Assessment.

Net Working Capital Balance: Ending net working capital is budgeted at \$1.0 million at the end of 2019-20.

Description	FY 2017-18 Actual	FY 2018-19 Adj Budget	FY 2018-19 Projected	FY 2019-20 Budget	% Budget 18-19 To Budget 19-20
Beginning Balance	\$2,128,515	\$2,630,620	\$2,630,620	\$670,364	-75%
Additions:					
Depreciation Funded	914,419	890,000	890,000	890,000	0%
Investment Earnings	16,468	34,560	32,914	22,818	-34%
Total Additions	930,887	924,560	922,914	912,818	-1%
Deductions:					
Contractual Services	109,335	370,250	370,250	350,000	-5%
Capital Improvements*	198,587	2,442,420	2,442,420	150,000	-94%
Interdepartmental Charges	79,385	70,500	70,500	71,340	1%
Transfer to Water Depreciation	41,479	0	0	0	0%
Total Deductions	428,786	2,883,170	2,883,170	571,340	-80%
Ending Balance	\$2,630,616	\$672,010	\$670,364	\$1,011,842	51%

Storm Drain Utility Depreciation Reserve

*Detail of Capital Improvements:	FY 2017-18 Actual	FY 2018-19 Adj Budget	FY 2018-19 Projected	FY 2019-20 Budget	% Budget 18-19 To Budget 19-20
Via Ballena Storm Drain Relocation	1,325	0	0	0	0%
Via Montega/Cascadita Storm Drain to M01	53,135	678,220	678,220	0	-100%
Calle De Los Molinos/Calle Redondel SD Rehab	49,990	333,490	333,490	0	-100%
MO1/Avenida Vaquero Culvert Structural Rehab	71,462	1,247,850	1,247,850	0	-100%
Calle Toledo Storm Drain	22,675	182,860	182,860	0	-100%
E. Avenida Cordoba Drainage Study	0	0	0	150,000	100%
Total Capital Improvements	\$198,587	\$2,442,420	\$2,442,420	\$150,000	-94%

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: One capital project for Maintenance Yard Storm Drain Inlet in the amount of \$30,000 is budgeted for FY 2019-20. Storm Drain trash capture devices through the City are included in Contractual Services.

Net Working Capital Balance: Net working capital will be \$189,163 at the end of FY 2019-20.

Description	FY 2017-18 Actual	FY 2018-19 Adj Budget	FY 2018-19 Projected	FY 2019-20 Budget	% Budget 18-19 To Budget 19-20
Beginning Balance	\$128,790	\$158,510	\$158,510	\$315,246	99%
Additions:					
Other Donations	0	55,000	55,000	0	-100%
Investment Earnings	758	1,745	2,526	7,447	327%
Transfer from General Fund	0	227,500	227,500	0	-100%
Transfer from Operating Fund	550,000	1,325,000	1,325,000	0	-100%
Total Additions	550,758	1,609,245	1,610,026	7,447	-100%
Deductions:					
Contractual Services	315	350,000	350,000	75,000	-79%
Capital Improvements*	504,016	1,083,470	1,083,470	30,000	-97%
Interdepartmental Charges	16,710	19,820	19,820	28,530	44%
Total Deductions	521,041	1,453,290	1,453,290	133,530	-91%
Ending Balance	\$158,507	\$314,465	\$315,246	\$189,163	-40%
*Detail of Capital Improvements:					
Trafalgar Canyon Outlet Water Quality Improv.	0	10,000	10,000	0	-100%
Maintenance Yard Covers	348,407	304,080	304,080	0	-100%
Pier Understory Bird Deterrent	155,609	219,390	219,390	0	-100%
Casa Romantica Parking Lot Improvement	0	550,000	550,000	0	-100%
Maintenance Yard Storm Drain Inlet	0	0	0	30,000	100%
Total Capital Improvements	\$504,016	\$1,083,470	\$1,083,470	\$30,000	-97%

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 \$2.9 million at the end of FY 2019-20. Net working capital includes an interfund loan receivable of \$1.25 million from the Golf Operating Fund.

Description	FY 2017-18 Actual	FY 2018-19 Adj Budget	FY 2018-19 Projected	FY 2019-20 Budget	% Budget 18-19 To Budget 19-20
Beginning Balance	\$2,294,237	\$2,503,200	\$2,503,200	\$2,697,052	8%
Additions:					
Depreciation Funded	200,007	204,000	204,000	207,000	1%
Transfer from Golf Operating	21,078	20,000	24,000	24,000	20%
Investment Earnings	30,505	11,152	22,962	24,534	120%
Total Additions	251,590	235,152	250,962	255,534	9%
Deductions:					
Contractual Services	4,320	0	0	0	0%
Capital Improvements*	32,247	53,310	53,300	10,000	-81%
Interfund Charges	6,060	3,810	3,810	3,740	-2%
Total Deductions	42,627	57,120	57,110	13,740	-76%
Ending Balance	\$2,503,200	\$2,681,232	\$2,697,052	\$2,938,846	10%
*Detail of Capital Improvements:					
Improvements other than Buildings	2,123	53,310	53,300	10,000	-81%
Machinery & Equipment	30,124	0	0	0	0%
Total Capital Improvements	\$32,247	\$53,310	\$53,300	\$10,000	-81%

Golf Capital Improvement Reserve

056-667

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

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

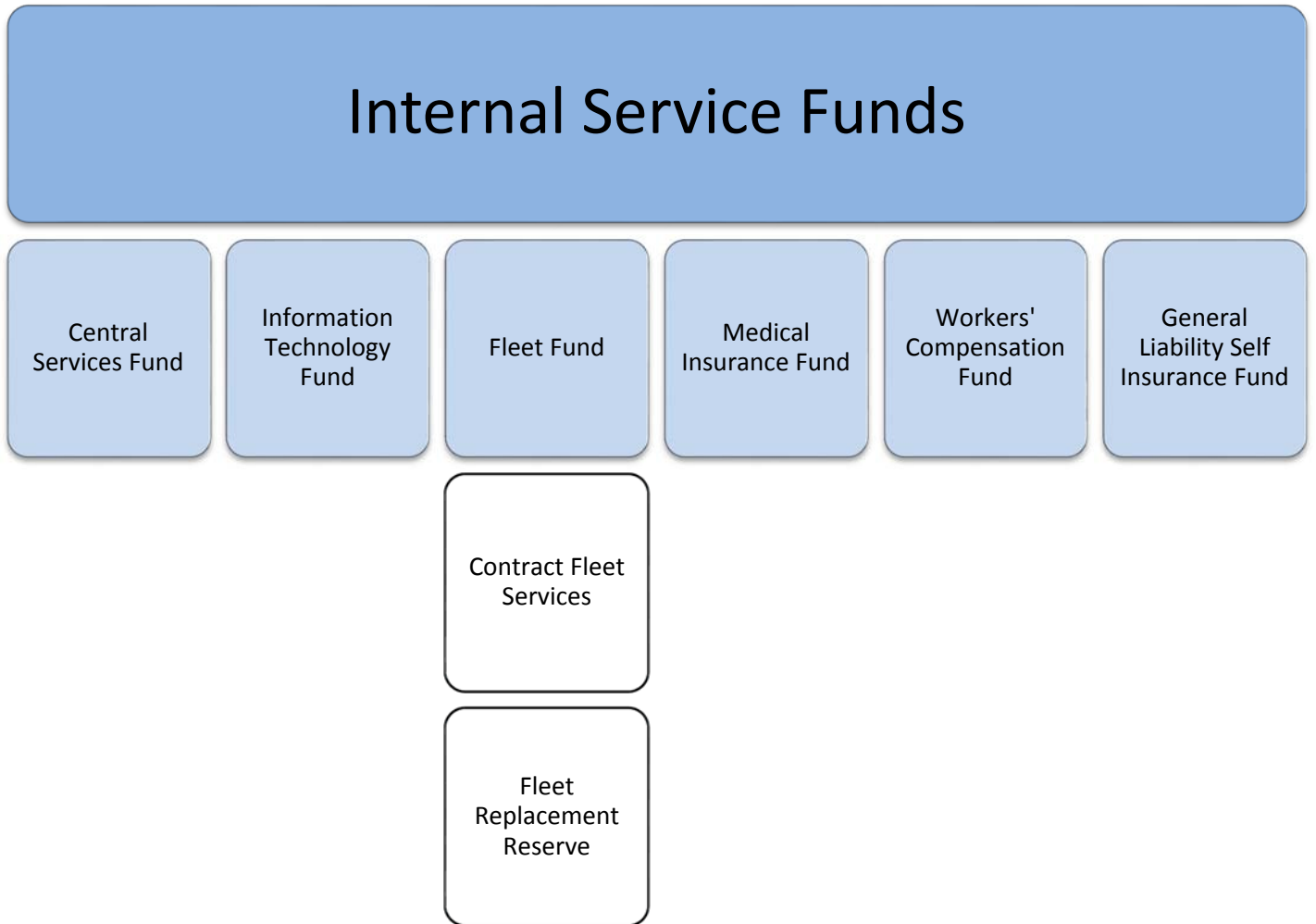
Legal Basis: This program was created by City Resolution No. 30-85 and 02-86. Resources in this program are assigned.

Budget Overview: No capital improvements are budgeted for FY 2019-20.

Net Working Capital Balance: The net working capital balance will be \$1.3 million at the end of FY 2019-20. \$500,000 of net working capital represents an interfund loan receivable from the Golf Operating Fund.

Description	FY 2017-18 Actual	FY 2018-19 Adj Budget	FY 2018-19 Projected	FY 2019-20 Budget	% Budget 18-19 To Budget 19-20
Beginning Balance	\$1,215,671	\$1,342,390	\$1,342,390	\$1,162,124	-13%
Additions:					
Depreciation Funded	140,124	136,000	136,000	133,000	-2%
Investment Earnings	12,917	5,981	12,314	10,572	77%
Total Additions	153,041	141,981	148,314	143,572	1%
Deductions:					
Capital Improvements*	20,544	325,000	325,000	0	-100%
Interdepartmental Charges	5,780	3,580	3,580	3,740	4%
Total Deductions	26,324	328,580	328,580	3,740	-99%
Ending Balance	\$1,342,388	\$1,155,791	\$1,162,124	\$1,301,956	13%
*Detail of Capital Improvements:					
Golf Cart Path Repair	20,544	325,000	325,000	0	-100%
Total Capital Improvements	\$20,544	\$325,000	\$325,000	\$0	-100%

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 \$454,200 which reflect communication charges, postage, imaging charges and duplication charges.

Net Working Capital Balance: The ending net working capital balance is \$12,550 at the end of FY 2019-20.

Expenditures By Category	FY 2017-18 Actual	FY 2018-19 Adj Budget	FY 2018-19 Projected	FY 2019-20 Budget	% Budget 18-19 To Budget 19-20
Personnel	51,697	59,390	56,450	63,530	7%
Supplies	42,998	52,330	47,030	56,180	7%
Contractual Services	330,798	579,250	569,090	371,490	-36%
Other Charges	0	0	540	540	100%
Interdepartmental Charges	44,570	48,720	48,720	57,730	18%
Debt Service	38,112	38,110	38,110	36,410	-4%
Interfund Transfer	75,000	0	0	0	0%
Total	\$583,175	\$777,800	\$759,940	\$585,880	-25%

Description	FY 2017-18 Actual	FY 2018-19 Adj Budget	FY 2018-19 Projected	FY 2019-20 Budget	% Budget 18-19 To Budget 19-20
Beginning Balance	\$240,457	\$251,870	\$251,870	\$23,730	-91%
Additions:					
Imaging Fees	49,510	42,000	42,000	42,000	0%
Investment Earnings	2,258	3,500	3,500	3,500	0%
Charges to Other Departments	542,820	486,300	486,300	454,200	-7%
Interfund Transfers	0	0	0	75,000	100%
Other Revenues	0	0	0	0	0%
Total Additions	594,588	531,800	531,800	574,700	8%
Deductions:					
Central Services	258,134	259,370	250,390	268,190	3%
Communications	325,041	518,430	509,550	317,690	-39%
Total Deductions	583,175	777,800	759,940	585,880	-25%
Ending Balance	\$251,870	\$5,870	\$23,730	\$12,550	114%

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, communications, computer training and support, and related staffing.

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 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 \$462,880 at the end of FY 2019-20.

Expenditures By Category	FY 2017-18 Actual	FY 2018-19 Adj Budget	FY 2018-19 Projected	FY 2019-20 Budget	% Budget 18-19 To Budget 19-20
Personnel	776,497	873,820	832,050	924,410	6%
Supplies	4,697	3,000	2,330	3,000	0%
Contractual Services	918,513	948,430	812,110	835,200	-12%
Other Charges	605	15,600	500	15,600	0%
Capital Outlay	291,106	114,180	114,180	85,000	-26%
Interdepartmental Charges	156,060	150,930	150,930	178,400	18%
Interfund Transfers	0	0	0	75,000	100%
Total	\$2,147,478	\$2,105,960	\$1,912,100	\$2,116,610	1%

Description	FY 2017-18 Actual	FY 2018-19 Adj Budget	FY 2018-19 Projected	FY 2019-20 Budget	% Budget 18-19 To Budget 19-20
Beginning Balance	\$436,803	\$404,640	\$404,640	\$537,630	33%
Additions:					
Charges to Other Departments	2,034,090	2,034,090	2,034,090	2,030,860	0%
Investment Earnings	2,190	3,500	10,000	11,000	214%
Other Revenue	4,034	0	1,000	0	0%
Interfund Transfers	75,000	0	0	0	0%
Total Additions	2,115,314	2,037,590	2,045,090	2,041,860	0%
Deductions:					
Total Deductions	2,147,478	2,105,960	1,912,100	2,116,610	1%
Ending Balance	\$404,639	\$336,270	\$537,630	\$462,880	38%

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 and contractual services costs have increased from the prior year. Contractual costs are primarily for the vehicle service contract. There are no capital projects scheduled for FY 2019-20.

Net Working Capital Balance: Net working capital is budgeted to be \$91,362 at the end of FY 2019-20.

Description	FY 2017-18 Actual	FY 2018-19 Adj Budget	FY 2018-19 Projected	FY 2019-20 Budget	% Budget 18-19 To Budget 19-20
Beginning Balance	\$409,255	\$231,330	\$231,330	\$77,620	-66%
Additions:					
Charges to Other Departments	743,645	859,130	859,130	1,064,030	24%
Investment Earnings	2,508	2,594	3,990	1,512	-42%
Miscellaneous Income	18,806	10,000	9,000	1,000	-90%
Total Additions	764,959	871,724	872,120	1,066,542	22%
Deductions:					
Supplies	317,795	391,000	370,500	373,500	-4%
Contractual Services*	572,627	598,540	583,040	619,120	3%
Interdepartmental Charges	52,460	72,290	72,290	60,180	-17%
Total Deductions	942,882	1,061,830	1,025,830	1,052,800	-1%
Ending Balance	\$231,332	\$41,224	\$77,620	\$91,362	122%

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 in the amount of \$749,750 is budgeted in FY 2019-20 for replacement of vehicles and equipment.

Net Working Capital Balance: Net working capital will be \$5.0 million at the end of FY 2019-20.

Description	FY 2017-18 Actual	FY 2018-19 Adj Budget	FY 2018-19 Projected	FY 2019-20 Budget	% Budget 18-19 To Budget 19-20
Beginning Balance	\$5,291,598	\$5,566,240	\$5,566,240	\$5,056,610	-9%
Additions:					
Replacement Charges to Depts.	540,495	501,610	501,610	529,910	6%
Investment Earnings	32,430	62,406	96,010	98,488	58%
Gain/Loss on Disposal of Fixed Assets	18,745	0	20,000	0	0%
Transfer from Other Funds	50,770	0	0	38,000	100%
Total Additions	642,440	564,016	617,620	666,398	18%
Deductions:					
Capital Outlay*	364,380	1,113,860	1,120,840	749,750	-33%
Interfund Charges	3,420	6,410	6,410	18,520	189%
Total Deductions	367,800	1,120,270	1,127,250	768,270	-31%
Ending Balance	\$5,566,238	\$5,009,986	\$5,056,610	\$4,954,738	-1%

Fleet Replacement Reserve

*Detail of Capital Outlay (Replacements):	FY 2017-18 Actual	FY 2018-19 Adj Budget	FY 2018-19 Projected	FY 2019-20 Budget	% Budget 18-19 To Budget 19-20
2017 Ford Escape S Replace Unit 987	22,263	0	0	0	0%
2017 Ford Escape S Replace Unit 987	22,263	0	0	0	0%
Unit #1202 Replacement for Units 983 & 1094	24,663	0	0	0	0%
Unit #1201 Replacement for Units 983 & 1094	24,663	0	0	0	0%
Unit #1203 Replacement for Units 983 & 1094	24,664	0	0	0	0%
Honda TRX 420FE1H - Replacement	15,264	0	0	0	0%
Replacement for Units 1066 and 1067	48,883	0	0	0	0%
2018 Chevrolet - Replac Units 986 and 1014	70,656	0	0	0	0%
Honda TRX 420 Replacement for Unit 1143	7,628	0	0	0	0%
Replacement for Units 1003 & 1019	39,307	0	0	0	0%
Replacement for Units 1003 & 1019	39,307	0	0	0	0%
Replacement for Unit 1039	24,819	0	0	0	0%
Unit #1060 2007 Ford F150	0	26,000	26,000	0	-100%
Unit #1061 2007 Ford F150 4X4	0	26,000	26,000	0	-100%
Unit #1093 2008 Ford Ranger	0	20,090	20,090	0	-100%
Unit #0970 2000 GMC 3500	0	38,101	38,101	0	-100%
Unit #1052 2006 Ford F350 Truck	0	51,895	51,895	0	-100%
Unit #1055 2006 Chevrolet 1/2 ton Truck	0	29,920	29,920	0	-100%
Unit #1073 2007 Yamaha Rhino	0	20,900	20,900	0	-100%
Unit #1089 2008 Ford F350 Utility Body	0	38,101	38,101	0	-100%
Unit #1092 2008 Ford F350 Utilitiy Body	0	40,751	40,751	0	-100%
Unit #0996 2001 Freightliner Dump Truck	0	85,800	85,800	0	-100%
Unit #1072 2007 Ford F350 Utility Body	0	40,751	40,751	0	-100%
Unit #1091 2008 Ford Utility Body	0	40,751	40,751	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 #1040 Chevy Silverado 1500	0	35,000	35,000	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 #1131 Ford F350	0	41,460	41,460	0	-100%
Unit #1149 Ford Transit Connect Van	0	26,023	26,023	0	-100%
Unit #1153 and 1154 Replacement	0	57,962	57,962	0	-100%
Unit #1081 Replacement and New Unit	0	51,854	51,854	0	-100%
Unit #1069 Replacement 2019 Ford F250	0	35,760	0	0	-100%
Unit #1096 Replacement 2019 Ford F251	0	35,760	0	0	-100%
Automotive Equipment	0	1,501	80,001	0	-100%
Electric Vehicle Charging Stations	0	192,340	192,340	0	-100%
Unit #1021 Replacement	0	0	0	21,150	100%
Unit #1162 Replacement	0	0	0	8,190	100%
Unit #1163 Replacement	0	0	0	8,190	100%
Unit #1025 Replacement	0	0	0	22,600	100%
Unit #1133 Replacement	0	0	0	44,450	100%
Unit #1024 Replacement	0	0	0	30,000	100%
Unit #1053 Replacement	0	0	0	18,640	100%
Unit #1177 Replacement	0	0	0	76,230	100%
Unit #1103 Replacement	0	0	0	34,650	100%
Unit #1082 Replacement	0	0	0	86,200	100%
Unit #1088 Replacement	0	0	0	52,220	100%
Unit #1090 Replacement	0	0	0	32,760	100%
Unit #1101 Replacement	0	0	0	57,770	100%
Unit #1137 Replacement	0	0	0	41,090	100%
Unit #1105 Replacement	0	0	0	25,830	100%
Unit #1106 Replacement	0	0	0	4,550	100%
Unit #1158 Replacement	0	0	0	62,800	100%
Unit #1159 Replacement	0	0	0	62,800	100%
Unit #1058 Replacement	0	0	0	21,630	100%
Unit #0979 2001 Ford F350 Dump Truck	0	0	0	38,000	100%
Total Capital Outlay	\$364,380	\$1,113,860	\$1,120,840	\$749,750	-33%

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 is budgeting for higher premium costs. Costs are recovered through charges to other funds and employee paid premiums.

Net Working Capital Balance: Net working capital will be \$128,990 at the end of FY 2019-20.

Description	FY 2017-18 Actual	FY 2018-19 Adj Budget	FY 2018-19 Projected	FY 2019-20 Budget	% Budget 18-19 To Budget 19-20
Beginning Balance	\$18,212	\$78,050	\$78,050	\$104,900	34%
Additions:					
Premiums Charged	3,132,908	3,559,380	3,308,260	3,720,000	5%
COBRA Premiums	203	1,500	1,400	2,500	67%
Retiree Premiums	213,038	283,700	225,800	295,000	4%
Investment Earnings	-667	100	100	100	0%
Miscellaneous Income	12,065	10,100	11,550	12,000	19%
Total Additions	3,357,547	3,854,780	3,547,110	4,029,600	5%
Deductions:					
Claims Paid	202,272	220,000	203,020	227,500	3%
Premiums Paid	2,962,357	3,510,160	3,197,240	3,647,000	4%
Claims Administration	35,442	30,000	37,280	38,000	27%
Other Charges	21,990	0	0	0	0%
Contractual Services	2,387	2,400	2,720	2,550	6%
Interfund Charges	73,260	80,520	80,000	90,460	12%
Total Deductions	3,297,708	3,843,080	3,520,260	4,005,510	4%
Ending Balance	\$78,051	\$89,750	\$104,900	\$128,990	44%

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 stay the same for FY 2019-20.

Net Working Capital Balance: The ending working capital for FY 2019-20 will be \$1.6 million. This \$1.6 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 2017-18 Actual	FY 2018-19 Adj Budget	FY 2018-19 Projected	FY 2019-20 Budget	% Budget 18-19 To Budget 19-20
Beginning Balance	\$1,586,988	\$1,613,110	\$1,613,110	\$1,594,230	-1%
Additions:					
Prem. Charged to Other Funds	518,941	505,000	505,310	505,000	0%
Investment Earnings	8,526	17,400	22,000	25,000	44%
Other Revenue	17,560	0	9,000	0	0%
Total Additions	545,027	522,400	536,310	530,000	1%
Deductions:					
Supplies	3,486	14,600	14,600	6,100	-58%
Contractual Services	5,605	9,000	7,600	10,750	19%
Other Charges	469,646	511,000	491,370	507,000	-1%
Interfund Charges	40,170	41,620	41,620	41,150	-1%
Total Deductions	518,907	576,220	555,190	565,000	-2%
Ending Balance	\$1,613,108	\$1,559,290	\$1,594,230	\$1,559,230	0%

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 \$3.3 million. In FY 2014-15, the City started to receive Bellota land sale proceeds under a subsidence settlement agreement. The last land proceeds received were 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 \$4.9 million at the end of FY 2019-20.

Description	FY 2017-18 Actual	FY 2018-19 Adj Budget	FY 2018-19 Projected	FY 2019-20 Budget	% Budget 18-19 To Budget 19-20
Beginning Balance	\$1,988,670	\$3,992,920	\$3,992,920	\$4,399,390	10%
Additions:					
Employer Premiums	3,000,000	3,000,000	3,000,000	3,300,000	10%
Investment Earnings	8,859	19,000	50,000	50,000	163%
Transfer from the General Fund	300,000	0	0	0	0%
Gain/Loss on Disposal of Assets	2,197,623	0	0	0	0%
Miscellaneous Revenues	38,585	0	23,660	0	0%
Total Additions	5,545,067	3,019,000	3,073,660	3,350,000	11%
Deductions:					
Personnel	187,203	185,420	186,480	197,490	7%
Supplies	2,133	700	1,650	1,400	100%
Contractual Services	1,200,779	568,250	568,200	778,350	37%
Other Charges	2,095,257	1,852,650	1,851,080	1,780,130	-4%
Interfund Charges	55,440	59,780	59,780	61,400	3%
Total Deductions	3,540,812	2,666,800	2,667,190	2,818,770	6%
Ending Balance	\$3,992,925	\$4,345,120	\$4,399,390	\$4,930,620	13%



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 2019-20. 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 2019-20). In addition, an easy-reference map allows the reader to identify the location of major new projects in FY 2019-20.

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 2020 Capital Improvement Projects

The total budget for the City’s Capital Improvements in FY 2019-20 is \$14.8 million. There are 35 Capital Improvement Projects included in the program for FY 2019-20. The chart below summarizes the FY 2019-20 new CIP program by project amount (in millions), number, and type:

Category	Dollars (in millions)	Number of projects
Drainage	\$ 1.2	4
Parks & Medians	1.9	10
Sewer	1.1	4
Streets	4.9	6
Water	4.7	4
Facilities and Other Improvements	1.0	7
FY 2019-20 Capital Improvement Projects	\$ 14.8	35

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 (\$4.9 million) are primarily based on the Street Master Plan and the Street Improvement Program. Water (\$4.7 million), Sewer (\$1.1 million) and Drainage (\$1.2 million) projects are based on their respective master plans or to meet regulatory requirements. In addition, the Parks and Medians (\$1.9 million), and Facilities and Other Improvements (\$1.0 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 \$6.2 million on 25 maintenance and other contractual projects which consist of \$0.5 million in Drainage, \$1.0 million in Sewer, \$2.0 million in Streets, \$2.4 million in Water and \$0.4 million in Facilities and Other Improvements.

Category	Dollars (in millions)	Number of projects
Drainage	0.5	4
Sewer	1.0	5
Streets	2.0	9
Water	2.4	4
Facilities and Other Improvements	0.4	3
FY 2019-20 Maintenance and Other Projects	\$ 6.3	25

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:

- Avenida Vista Hermosa - Turqueza to Vera Cruz
- Reservoir No. 9 & 10 Chemical Improvements

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

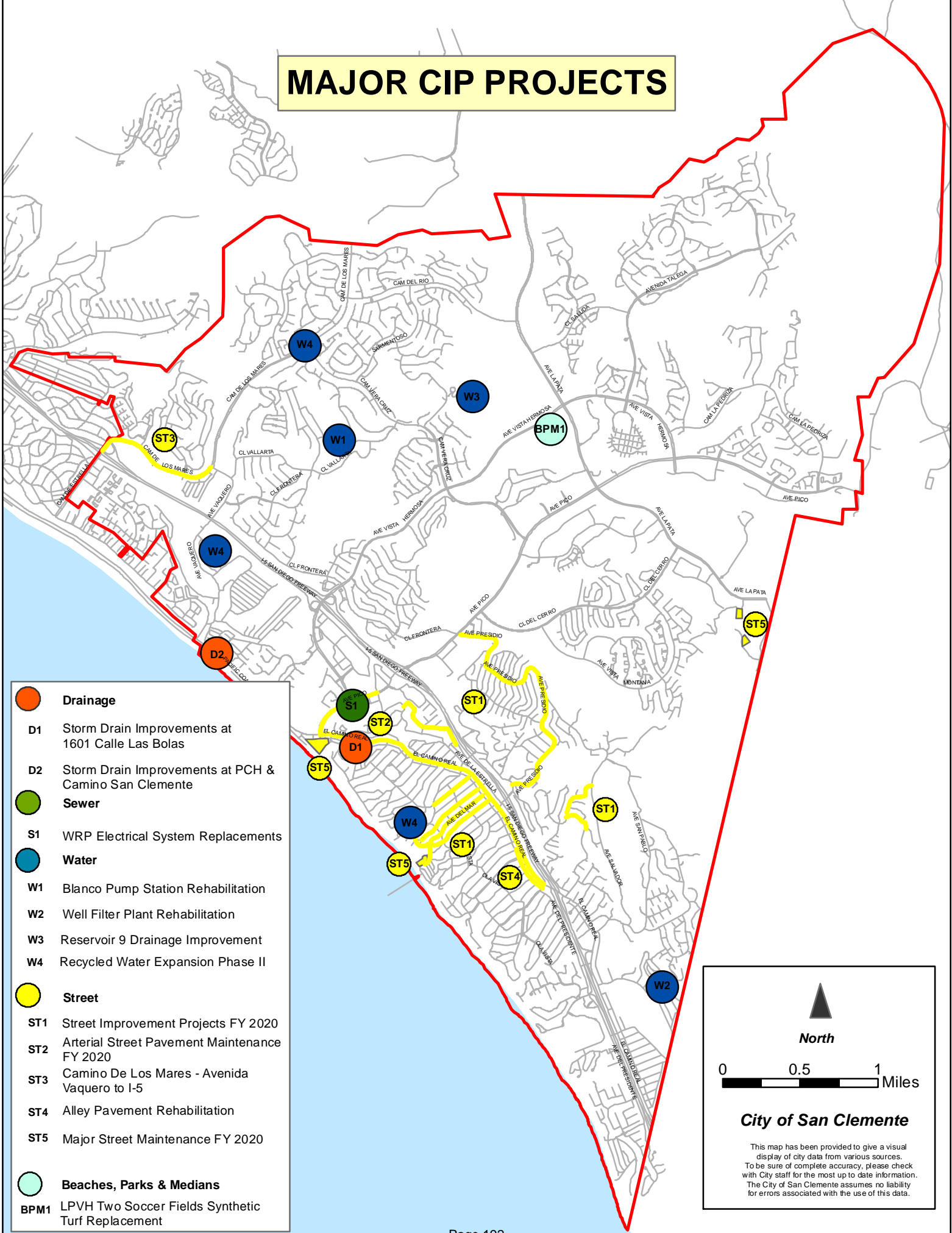
- 910 Negocio Remodel – City Hall Relocation
- Marine Safety Building Structural Repair and Upgrades
- San Clemente Trolley (annual operating costs increase when grant funding expires in 2023)
- WRP Odor Control Systems Replacement

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 78 projects totaling \$32.3 million being carried forward into FY 2019-20. The project name, approved project budget, project costs to date and the FY 2018-19 Carry Forward amounts are listed in the Carry Forward Projects schedule.

MAJOR CIP PROJECTS



- **Drainage**
- D1 Storm Drain Improvements at 1601 Calle Las Bolas
- D2 Storm Drain Improvements at PCH & Camino San Clemente
- **Sewer**
- S1 WRP Electrical System Replacements
- **Water**
- W1 Blanco Pump Station Rehabilitation
- W2 Well Filter Plant Rehabilitation
- W3 Reservoir 9 Drainage Improvement
- W4 Recycled Water Expansion Phase II
- **Street**
- ST1 Street Improvement Projects FY 2020
- ST2 Arterial Street Pavement Maintenance FY 2020
- ST3 Camino De Los Mares - Avenida Vaquero to I-5
- ST4 Alley Pavement Rehabilitation
- ST5 Major Street Maintenance FY 2020
- **Beaches, Parks & Medians**
- BPM1 LPVH Two Soccer Fields Synthetic Turf Replacement


North

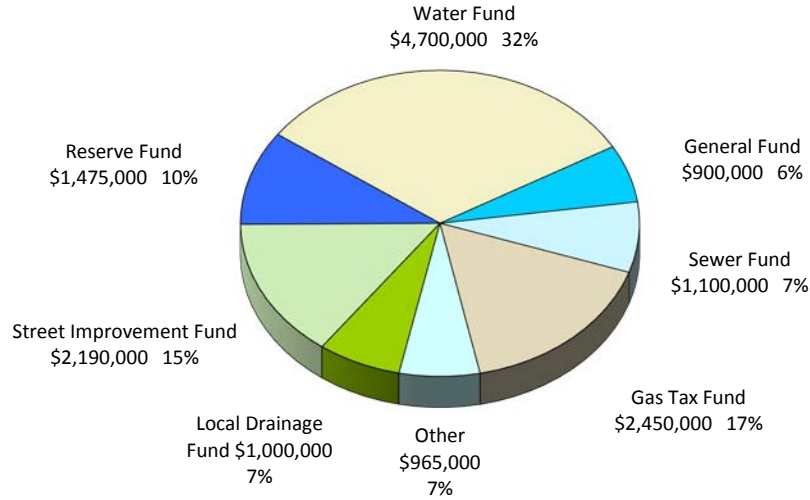

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City of San Clemente

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.

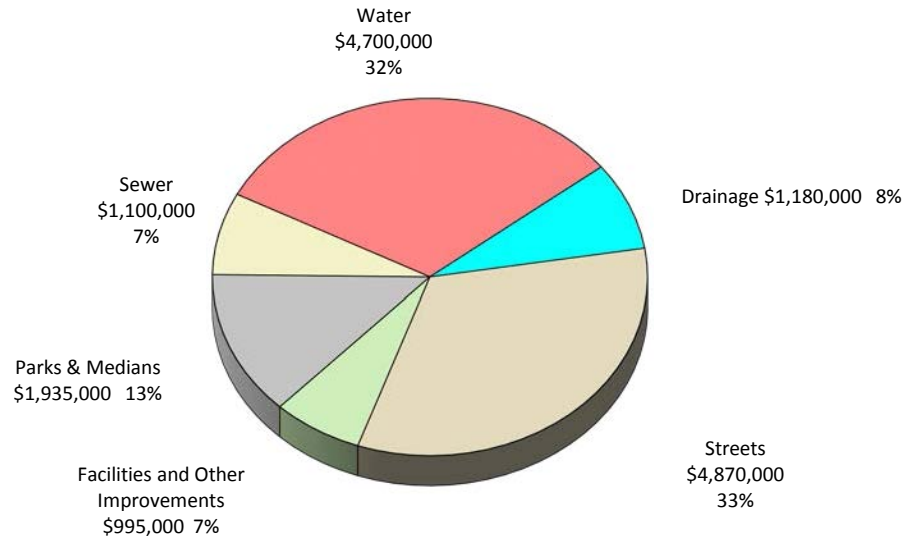
New Capital Improvement Projects - Graphs

Capital Improvement Projects Revenue Summary FY 2019-20



Total Capital Improvement Revenue Summary - \$14,780,000

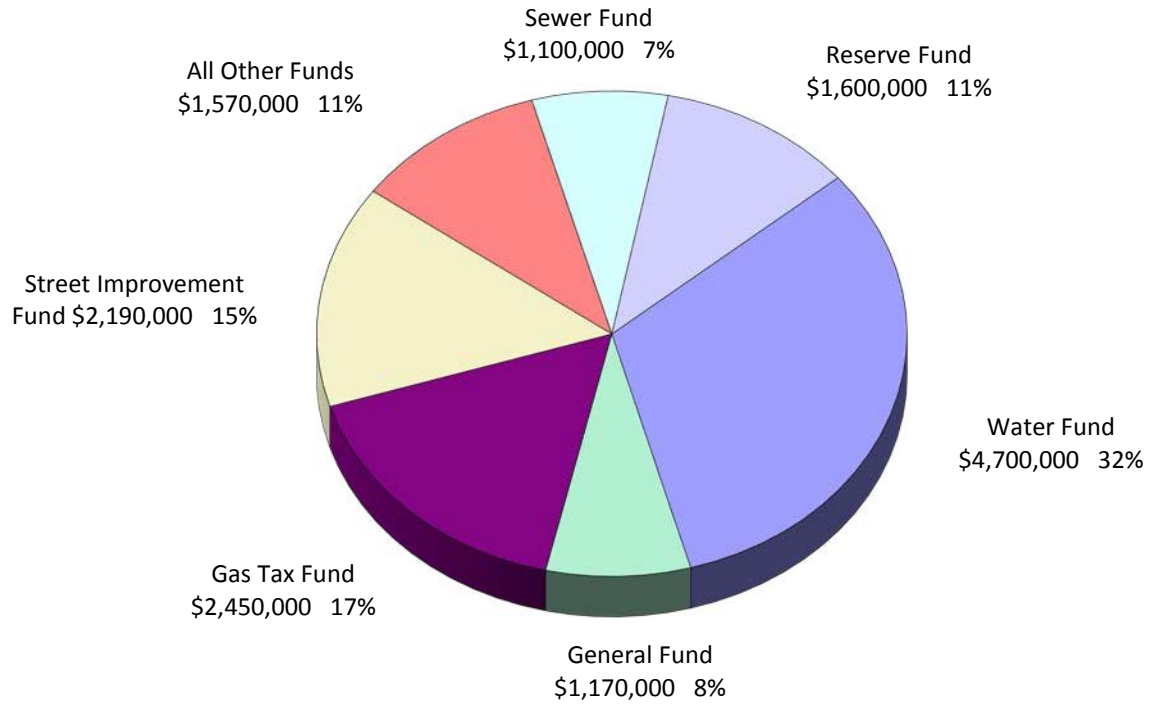
Capital Improvement Projects Expenditure by Category Summary FY 2019-20



Total Capital Improvement Expenditure Summary - \$14,780,000

New Capital Improvement Projects - Graphs

Capital Improvement Projects Expenditure by Fund Summary FY 2019-20



Total Capital Improvement Expenditure Summary - \$14,780,000

New Capital Improvement Projects

Summary by Category

Description	6 Yr. Total	FY 2019-20	FY 2020-21	FY 2021-22	FY 2022-23	FY 2023-24	FY 2024-25
Drainage							
Building "A" Vehicle Wash Station Upgrades	325,000	0	75,000	250,000	0	0	0
Caballeros Storm Drain Extension	200,000	0	0	200,000	0	0	0
E. Avenida Cordoba Drainage Study	500,000	150,000	350,000	0	0	0	0
Maintenance Yard Water Quality Storm Drain Inlet	30,000	30,000	0	0	0	0	0
Marblehead Coastal Storm Drain Improvement	350,000	0	350,000	0	0	0	0
Plaza La Playa Storm Drain Rehabilitation	200,000	0	200,000	0	0	0	0
Poche system diversion to land outfall	2,300,000	0	200,000	2,100,000	0	0	0
Storm Drain Improvements at 1601 Calle Las Bolas	500,000	500,000	0	0	0	0	0
Storm Drain Improvements at PCH & Camino San Clemente	500,000	500,000	0	0	0	0	0
	4,905,000	1,180,000	1,175,000	2,550,000	0	0	0
Beaches, Parks & Medians							
Basketball and Tennis Court Lighting	165,000	165,000	0	0	0	0	0
Bonito Canyon Park Restroom Rehabilitation	200,000	200,000	0	0	0	0	0
End of Pier Restrooms Rehabilitation	150,000	150,000	0	0	0	0	0
Forester Ranch Playground Replacement	300,000	0	0	0	300,000	0	0
Forester Ranch Volleyball Court Surfacing Replacement	50,000	0	50,000	0	0	0	0
Infield Replacement at LPVH and San Gorgonio Parks	85,000	85,000	0	0	0	0	0
Liberty Park Ballfield Block Wall Replacement	100,000	100,000	0	0	0	0	0
Linda Lane Park Restroom	700,000	200,000	500,000	0	0	0	0
LPVH Two Soccer Fields Synthetic Turf Replacement	500,000	500,000	0	0	0	0	0
Mira Costa Park & Verde Park Playground Replacements	300,000	300,000	0	0	0	0	0
Park Master Plan Priority Projects	1,000,000	0	0	500,000	500,000	0	0
Rancho SC Park Light Poles and Fixtures Replacement	150,000	150,000	0	0	0	0	0
San Gorgonio Park Playground Replacement	300,000	0	300,000	0	0	0	0
Steed Park Playground Replacement	250,000	0	0	250,000	0	0	0
Steed Park Sport Lighting Replacement	1,500,000	0	0	0	1,500,000	0	0
Talega Park Playground Replacement	250,000	0	0	0	0	250,000	0
Tierra Grande Park Playground Replacement	300,000	0	0	0	0	0	300,000
Vista Hermosa Baseball Field Shade	85,000	85,000	0	0	0	0	0
	6,385,000	1,935,000	850,000	750,000	2,300,000	250,000	300,000
Sewer							
Aeration Blower Improvements	950,000	200,000	750,000	0	0	0	0
Arenoso Lane Sewer Line Replacement	200,000	200,000	0	0	0	0	0
Cypress Shores PS Force Main Rehabilitation	600,000	0	0	200,000	400,000	0	0
Digester #2 Structural & Mechanical Rehabilitation	500,000	0	0	250,000	250,000	0	0
Headworks Grit Cyclone Replacement	1,000,000	0	200,000	800,000	0	0	0
Los Molinos Lift Station Generator Replacement	350,000	0	350,000	0	0	0	0
Primary Clarifier 1, 2 & 3 Rehabilitation	500,000	0	0	0	500,000	0	0
Recycled Water Storage Bay Rehabilitation	600,000	0	0	100,000	500,000	0	0
Secondary Clarifier 1, 2 & 3 Rehabilitation	800,000	0	0	0	200,000	600,000	0
Secondary Clarifier 4, 5 & 6 Rehabilitation	600,000	0	0	0	0	600,000	0
Sewer System SCADA Implementation	200,000	200,000	0	0	0	0	0
Sludge Dehydration System	2,280,000	0	0	0	220,000	2,060,000	0
WRP Co-Generation	4,005,000	0	0	0	0	400,000	3,605,000
WRP DIP Replacement	1,250,000	0	0	250,000	1,000,000	0	0
WRP Electrical System Replacements	850,000	500,000	350,000	0	0	0	0
WRP Odor Control Systems Replacement	5,900,000	0	4,500,000	0	1,400,000	0	0
	20,585,000	1,100,000	6,150,000	1,600,000	4,470,000	3,660,000	3,605,000
Streets							
Alley Pavement Rehabilitation FY 2020	690,000	690,000	0	0	0	0	0
Arterial Street Pavement Maintenance FY 2020	1,450,000	1,450,000	0	0	0	0	0
Arterial Street Pavement Maintenance FY 2021	772,500	0	772,500	0	0	0	0
Arterial Street Pavement Maintenance FY 2022	800,000	0	0	800,000	0	0	0
Arterial Street Pavement Maintenance FY 2023	845,000	0	0	0	845,000	0	0
Arterial Street Pavement Maintenance FY 2024	895,000	0	0	0	0	895,000	0
Arterial Street Pavement Maintenance FY 2025	1,950,000	0	0	0	0	0	1,950,000
Avenida Pico Class I Bike/Ped Path Phase I	1,575,000	0	1,575,000	0	0	0	0
Camino De Los Mares Rehabilitation- Ave. Vaquero to I-5	1,000,000	1,000,000	0	0	0	0	0
Del Mar Electrical Services & Street Tree Rehabilitation	1,900,000	100,000	1,800,000	0	0	0	0
Intersection Improvements: AVH & La Pata	700,000	0	150,000	550,000	0	0	0

New Capital Improvement Projects

Summary by Category

Description	6 Yr. Total	FY 2019-20	FY 2020-21	FY 2021-22	FY 2022-23	FY 2023-24	FY 2024-25
Intersection Improvements: AVH & Vera Cruz	1,000,000	0	0	0	200,000	800,000	0
Intersection Improvements: PCH & Cam. Capistrano	875,000	0	175,000	700,000	0	0	0
Intersection Improvements: Pico & Amanecer	875,000	0	0	175,000	700,000	0	0
Intersection Improvements: Pico & Del Cerro	750,000	0	0	150,000	600,000	0	0
Intersection Improvements: Pico & La Pata	500,000	0	0	100,000	400,000	0	0
Pico Widening: I-5 to Frontera	750,000	0	750,000	0	0	0	0
S. El Camino Real Parkway Renovation/Upgrade	600,000	0	0	0	100,000	500,000	0
Sidewalk Improvements / CDBG	650,000	130,000	130,000	130,000	130,000	130,000	0
Slurry Seal Various Arterials FY 2021	700,000	0	700,000	0	0	0	0
Slurry Seal Various Arterials FY 2022	700,000	0	0	700,000	0	0	0
Slurry Seal Various Arterials FY 2023	700,000	0	0	0	700,000	0	0
Slurry Seal Various Arterials FY 2024	700,000	0	0	0	0	700,000	0
Slurry Seal Various Arterials FY 2025	700,000	0	0	0	0	0	700,000
Street Improvement Projects FY 2020	1,500,000	1,500,000	0	0	0	0	0
Street Improvement Projects FY 2021	1,750,000	0	1,750,000	0	0	0	0
Street Improvement Projects FY 2022	1,800,000	0	0	1,800,000	0	0	0
Street Improvement Projects FY 2023	1,850,000	0	0	0	1,850,000	0	0
Street Improvement Projects FY 2024	1,900,000	0	0	0	0	1,900,000	0
Street Improvement Projects FY 2025	1,950,000	0	0	0	0	0	1,950,000
	32,827,500	4,870,000	7,802,500	5,105,000	5,525,000	4,925,000	4,600,000
Water							
AC Pipe Replacement 308 Zone	1,000,000	0	0	0	0	1,000,000	0
Acapulco Pump Station Rehabilitation	2,750,000	0	0	0	250,000	0	2,500,000
Blanco Pump Station Rehabilitation	2,800,000	2,800,000	0	0	0	0	0
Calle Lobina Connection	200,000	0	0	200,000	0	0	0
Calle Real Pump Station Rehabilitation	3,900,000	400,000	0	3,500,000	0	0	0
Calle Vallarta PRS	350,000	0	0	0	0	0	350,000
City-wide Copper Service Replacements	500,000	0	0	0	0	0	500,000
Costero Risco PRS Rehabilitation	350,000	0	0	0	350,000	0	0
Del Cerro PRS Rehabilitation	350,000	0	0	0	0	0	350,000
El Camino Real Pipe Connection	220,000	0	40,000	180,000	0	0	0
El Levante PRS Rehabilitation	350,000	0	0	0	0	0	350,000
Golf Course Reclaimed Water Pond Re-lining	350,000	0	350,000	0	0	0	0
La Pata Recycled Waterline Rehabilitation	750,000	0	0	0	0	0	750,000
La Pata, Esmarca, Patricia Check Valves	300,000	0	0	0	0	0	300,000
La Quinta PRS Rehabilitation	350,000	0	0	0	0	0	350,000
Potable Water Reservoir Improvement Projects	1,500,000	0	0	0	0	0	1,500,000
Pump Station Bypass Pump Connections	100,000	0	0	0	0	0	100,000
Reata Pump Station Rehabilitation	2,800,000	0	0	0	2,800,000	0	0
Recycled Water Expansion Phase II	8,500,000	500,000	0	8,000,000	0	0	0
Reeves Pump Station	1,000,000	0	0	0	1,000,000	0	0
Reservoir No.6 Removal	100,000	0	0	0	100,000	0	0
Well 6 Replacement	2,500,000	0	0	0	0	0	2,500,000
Well Filter Plant Rehabilitation	1,000,000	1,000,000	0	0	0	0	0
	32,020,000	4,700,000	390,000	11,880,000	4,500,000	1,000,000	9,550,000
Facilities and Other Improvements							
910 Negocio Remodel - City Hall Relocation	200,000	200,000	0	0	0	0	0
Aquatics Center Dry Storage Roof	60,000	60,000	0	0	0	0	0
Aquatics Center Paint & Patch	45,000	45,000	0	0	0	0	0
Aquatics Center Play Activity Pool Plaster Replacement	130,000	130,000	0	0	0	0	0
Aquatics Center Replace Main Pool Plaster	1,040,000	0	1,040,000	0	0	0	0
Aquatics Center Shade Structure Replacements	120,000	0	120,000	0	0	0	0
Community Center Structural Repair and Upgrades	80,000	0	0	0	0	80,000	0
Corp of Engineers Sand Replenishment - Construction	4,000,000	0	0	4,000,000	0	0	0
Corporation Yard Bldg. "J" Structural Repair and Upgrades	250,000	0	0	0	250,000	0	0
Corporation Yard Bldg. "K" Structural Repair and Upgrades	85,000	0	0	85,000	0	0	0
Corporation Yard Bldg. "N" Structural Repair and Upgrades	85,000	0	85,000	0	0	0	0
Corto Lane Beach Access Rehabilitation	1,850,000	0	250,000	1,600,000	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	0	0	0	85,000
Pier Pile Inspection	60,000	0	30,000	0	30,000	0	0
Pier Structural Construction	3,500,000	0	0	0	0	0	3,500,000
Presidio Facility Use Study	250,000	0	0	250,000	0	0	0
Riviera Stair Rehabilitation	150,000	0	0	150,000	0	0	0

New Capital Improvement Projects

Summary by Category

Description	6 Yr. Total	FY 2019-20	FY 2020-21	FY 2021-22	FY 2022-23	FY 2023-24	FY 2024-25
Street Light LED Conversion Phase 3	250,000	0	250,000	0	0	0	0
Trafalgar Canyon Bridge Rehabilitation	350,000	100,000	250,000	0	0	0	0
Traffic Signal Cabinet & Pedestals Replacement	210,000	210,000	0	0	0	0	0
	13,050,000	995,000	2,025,000	6,085,000	280,000	80,000	3,585,000
Total CIP	109,772,500	14,780,000	18,392,500	27,970,000	17,075,000	9,915,000	21,640,000

* Shading indicates presented projects.

Maintenance and Other Projects

Summary by Category

Description	6 Yr. Total	FY 2019-20	FY 2020-21	FY 2021-22	FY 2022-23	FY 2023-24	FY 2024-25
Drainage							
Citywide Culverts Structural Assessment	150,000	150,000	0	0	0	0	0
Marblehead Coastal Water Quality Improvements	45,000	45,000	0	0	0	0	0
Poche Watershed Activities	250,000	0	50,000	50,000	50,000	50,000	50,000
Storm Drain Rehabilitation	1,200,000	200,000	200,000	200,000	200,000	200,000	200,000
Storm Drain Trash Capture Devices Throughout City	795,000	75,000	125,000	125,000	150,000	150,000	170,000
	2,440,000	470,000	375,000	375,000	400,000	400,000	420,000
Beaches, Parks & Medians							
Beach Trail Steel Bridges Maintenance	2,750,000	0	250,000	2,500,000	0	0	0
Tierra Grande Park Concrete / Fence Improvements	50,000	0	50,000	0	0	0	0
	2,800,000	0	300,000	2,500,000	0	0	0
Sewer							
Alessandro Sewer Bridge Assessment	250,000	0	0	0	0	250,000	0
Digester #2 Cleaning, Residual Disposal& Inspection	250,000	0	250,000	0	0	0	0
La Pata Lift Station Wet Well Rehabilitation	100,000	100,000	0	0	0	0	0
Los Molinos Wet Well Lining	1,000,000	0	0	0	200,000	800,000	0
Sewer Line Point Repairs	150,000	150,000	0	0	0	0	0
Sewer System Lining	1,300,000	300,000	200,000	200,000	200,000	200,000	200,000
Sewer System Rehabilitation	1,800,000	300,000	300,000	300,000	300,000	300,000	300,000
WRP Sluice Gate Replacements	100,000	100,000	0	0	0	0	0
	4,950,000	950,000	750,000	500,000	700,000	1,550,000	500,000
Streets							
As Needed Pavement Repairs	300,000	300,000	0	0	0	0	0
Downtown Alley Lighting Replacement	70,000	0	0	0	0	70,000	0
Downtown Paseo Plan	700,000	0	0	0	200,000	500,000	0
Major Street Maintenance FY 2020	1,800,000	550,000	250,000	250,000	250,000	250,000	250,000
Pavement Management System Update	200,000	0	150,000	0	50,000	0	0
San Clemente Trolley Operation	2,536,268	403,567	408,567	417,567	426,567	430,000	450,000
Sewer System Replacement	600,000	100,000	100,000	100,000	100,000	100,000	100,000
Sidewalk Repair & Improvements FY 2020	2,900,000	150,000	550,000	550,000	550,000	550,000	550,000
Slurry Seal FY 2020	1,000,000	250,000	150,000	150,000	150,000	150,000	150,000
Street Improvement Design	450,000	75,000	75,000	75,000	75,000	75,000	75,000
Traffic Calming Program	460,000	60,000	80,000	80,000	80,000	80,000	80,000
Water System Replacement	600,000	100,000	100,000	100,000	100,000	100,000	100,000
	11,616,268	1,988,567	1,863,567	1,722,567	1,981,567	2,305,000	1,755,000
Water							
Asset Management Study	100,000	0	100,000	0	0	0	0
JRWSS Agency Projects	5,690,000	1,240,000	1,200,000	1,360,000	1,340,000	550,000	0
Meter Replacements	1,200,000	100,000	100,000	100,000	300,000	300,000	300,000
Reservoir 5A Interior Coating Replacement	500,000	0	0	0	0	0	500,000
Reservoir No. 9 Drainage Improvements	750,000	750,000	0	0	0	0	0
Water System Air-Vac Replacement Program	50,000	0	25,000	0	25,000	0	0
Water System Rehabilitation	1,800,000	300,000	300,000	300,000	300,000	300,000	300,000
Well No. 8 Enclosure	350,000	0	0	0	0	350,000	0
	10,440,000	2,390,000	1,725,000	1,760,000	1,965,000	1,500,000	1,100,000
Facilities and Other Improvements							
City Hall Fire System PIV Replacement	60,000	60,000	0	0	0	0	0
Maintenance Services Rehabilitation FY 2020	1,800,000	300,000	300,000	300,000	300,000	300,000	300,000
Marine Safety HQ and Zero Tower Relocation Study	100,000	0	100,000	0	0	0	0
Police Sub-Station Relocation Study	75,000	75,000	0	0	0	0	0
T-Street Overpass Maintenance	250,000	0	0	0	0	250,000	0
	2,285,000	435,000	400,000	300,000	300,000	550,000	300,000
Total Maintenance & Other Projects	34,531,268	6,233,567	5,413,567	7,157,567	5,346,567	6,305,000	4,075,000

* Shading indicates presented projects.

New Capital Improvement Projects

Summary by Fund

Description	6 Yr. Total	FY 2019-20	FY 2020-21	FY 2021-22	FY 2022-23	FY 2023-24	FY 2024-25
General Fund							
910 Negocio Remodel - City Hall Relocation	200,000	200,000	0	0	0	0	0
Aquatics Center Replace Main Pool Plaster	1,040,000	0	1,040,000	0	0	0	0
Bonito Canyon Park Restroom Rehabilitation	200,000	200,000	0	0	0	0	0
Corp of Engineers Sand Replenishment - Construction	4,000,000	0	0	4,000,000	0	0	0
Corto Lane Beach Access Rehabilitation	1,850,000	0	250,000	1,600,000	0	0	0
Del Mar Electrical Services & Street Tree Rehabilitation	1,900,000	100,000	1,800,000	0	0	0	0
End of Pier Restrooms Rehabilitation	150,000	150,000	0	0	0	0	0
Forester Ranch Volleyball Court Surfacing Replacement	50,000	0	50,000	0	0	0	0
Infield Replacement at LPVH and San Gorgonio Parks	85,000	85,000	0	0	0	0	0
Liberty Park Ballfield Block Wall Replacement	100,000	100,000	0	0	0	0	0
Pier Pile Inspection	60,000	0	30,000	0	30,000	0	0
Pier Structural Construction	3,500,000	0	0	0	0	0	3,500,000
Presidio Facility Use Study	250,000	0	0	250,000	0	0	0
Rancho SC Park Light Poles and Fixtures Replacement	150,000	150,000	0	0	0	0	0
Riviera Stair Rehabilitation	150,000	0	0	150,000	0	0	0
S. El Camino Real Parkway Renovation/Upgrade	600,000	0	0	0	100,000	500,000	0
Steed Park Sport Lighting Replacement	1,500,000	0	0	0	1,500,000	0	0
Trafalgar Canyon Bridge Rehabilitation	350,000	100,000	250,000	0	0	0	0
Vista Hermosa Baseball Field Shade	85,000	85,000	0	0	0	0	0
	16,220,000	1,170,000	3,420,000	6,000,000	1,630,000	500,000	3,500,000
Gas Tax Fund							
Arterial Street Pavement Maintenance FY 2020	1,450,000	1,450,000	0	0	0	0	0
Arterial Street Pavement Maintenance FY 2021	772,500	0	772,500	0	0	0	0
Arterial Street Pavement Maintenance FY 2022	800,000	0	0	800,000	0	0	0
Arterial Street Pavement Maintenance FY 2023	845,000	0	0	0	845,000	0	0
Arterial Street Pavement Maintenance FY 2024	895,000	0	0	0	0	895,000	0
Arterial Street Pavement Maintenance FY 2025	945,000	0	0	0	0	0	945,000
Camino De Los Mares Rehabilitation- Ave. Vaquero to I-5	1,000,000	1,000,000	0	0	0	0	0
Slurry Seal Various Arterials FY 2021	700,000	0	700,000	0	0	0	0
Slurry Seal Various Arterials FY 2022	700,000	0	0	700,000	0	0	0
Slurry Seal Various Arterials FY 2023	700,000	0	0	0	700,000	0	0
Slurry Seal Various Arterials FY 2024	700,000	0	0	0	0	700,000	0
Slurry Seal Various Arterials FY 2025	700,000	0	0	0	0	0	700,000
	10,207,500	2,450,000	1,472,500	1,500,000	1,545,000	1,595,000	1,645,000
Reserve Fund							
Aquatics Center Paint & Patch	45,000	45,000	0	0	0	0	0
Aquatics Center Play Activity Pool Plaster Replacement	130,000	130,000	0	0	0	0	0
Aquatics Center Shade Structure Replacements	120,000	0	120,000	0	0	0	0
Basketball and Tennis Court Lighting	165,000	165,000	0	0	0	0	0
Community Center Structural Repair and Upgrades	80,000	0	0	0	0	80,000	0
Corporation Yard Bldg. "J" Structural Repair and Upgrades	250,000	0	0	0	250,000	0	0
Corporation Yard Bldg. "K" Structural Repair and Upgrades	85,000	0	0	85,000	0	0	0
Corporation Yard Bldg. "N" Structural Repair and Upgrades	85,000	0	85,000	0	0	0	0
Forester Ranch Playground Replacement	300,000	0	0	0	300,000	0	0
LPVH Two Soccer Fields Synthetic Turf Replacement	500,000	500,000	0	0	0	0	0
Marine Safety Building Structural Repair and Upgrades	250,000	250,000	0	0	0	0	0
Mira Costa Park & Verde Park Playground Replacements	300,000	300,000	0	0	0	0	0
North Beach Concessions Structural Repair and Upgrades	85,000	0	0	0	0	0	85,000
San Gorgonio Park Playground Replacement	300,000	0	300,000	0	0	0	0
Steed Park Playground Replacement	250,000	0	0	250,000	0	0	0
Street Light LED Conversion Phase 3	250,000	0	250,000	0	0	0	0
Talega Park Playground Replacement	250,000	0	0	0	0	250,000	0
Tierra Grande Park Playground Replacement	300,000	0	0	0	0	0	300,000
Traffic Signal Cabinet & Pedestals Replacement	210,000	210,000	0	0	0	0	0
	3,955,000	1,600,000	755,000	335,000	550,000	330,000	385,000
Miscellaneous Grants Fund							
Sidewalk Improvements / CDBG	650,000	130,000	130,000	130,000	130,000	130,000	0
	650,000	130,000	130,000	130,000	130,000	130,000	0
RCFPP Fund							
Avenida Pico Class I Bike/Ped Path Phase I	1,575,000	0	1,575,000	0	0	0	0
Intersection Improvements: AVH & La Pata	700,000	0	150,000	550,000	0	0	0
Intersection Improvements: AVH & Vera Cruz	1,000,000	0	0	0	200,000	800,000	0
Intersection Improvements: PCH & Cam. Capistrano	875,000	0	175,000	700,000	0	0	0
Intersection Improvements: Pico & Amanecer	875,000	0	0	175,000	700,000	0	0
Intersection Improvements: Pico & Del Cerro	750,000	0	0	150,000	600,000	0	0

New Capital Improvement Projects

Summary by Fund

Description	6 Yr. Total	FY 2019-20	FY 2020-21	FY 2021-22	FY 2022-23	FY 2023-24	FY 2024-25
Intersection Improvements: Pico & La Pata	500,000	0	0	100,000	400,000	0	0
Pico Widening: I-5 to Frontera	750,000	0	750,000	0	0	0	0
	7,025,000	0	2,650,000	1,675,000	1,900,000	800,000	0
Parks Acquisition and Development Fund							
Aquatics Center Dry Storage Roof	60,000	60,000	0	0	0	0	0
Linda Lane Park Restroom	700,000	200,000	500,000	0	0	0	0
Park Master Plan Priority Projects	1,000,000	0	0	500,000	500,000	0	0
	1,760,000	260,000	500,000	500,000	500,000	0	0
Local Drainage Facilities							
Marblehead Coastal Storm Drain Improvement	350,000	0	350,000	0	0	0	0
Storm Drain Improvements at 1601 Calle Las Bolas	500,000	500,000	0	0	0	0	0
Storm Drain Improvements at PCH & Camino San Clemente	500,000	500,000	0	0	0	0	0
	1,350,000	1,000,000	350,000	0	0	0	0
Street Improvement Fund							
Alley Pavement Rehabilitation FY 2020	690,000	690,000	0	0	0	0	0
Street Improvement Projects FY 2020	1,500,000	1,500,000	0	0	0	0	0
Street Improvement Projects FY 2021	1,750,000	0	1,750,000	0	0	0	0
Street Improvement Projects FY 2022	1,800,000	0	0	1,800,000	0	0	0
Street Improvement Projects FY 2023	1,850,000	0	0	0	1,850,000	0	0
Street Improvement Projects FY 2024	1,900,000	0	0	0	0	1,900,000	0
Street Improvement Projects FY 2025	1,950,000	0	0	0	0	0	1,950,000
	11,440,000	2,190,000	1,750,000	1,800,000	1,850,000	1,900,000	1,950,000
Water Depreciation Reserve							
AC Pipe Replacement 308 Zone	1,000,000	0	0	0	0	1,000,000	0
Acapulco Pump Station Rehabilitation	2,750,000	0	0	0	250,000	0	2,500,000
Blanco Pump Station Rehabilitation	2,800,000	2,800,000	0	0	0	0	0
Calle Real Pump Station Rehabilitation	3,900,000	400,000	0	3,500,000	0	0	0
Calle Vallarta PRS	350,000	0	0	0	0	0	350,000
City-wide Copper Service Replacements	500,000	0	0	0	0	0	500,000
Costero Risco PRS Rehabilitation	350,000	0	0	0	350,000	0	0
Del Cerro PRS Rehabilitation	350,000	0	0	0	0	0	350,000
El Levante PRS Rehabilitation	350,000	0	0	0	0	0	350,000
La Pata Recycled Waterline Rehabilitation	750,000	0	0	0	0	0	750,000
La Pata, Esmarca, Patricia Check Valves	300,000	0	0	0	0	0	300,000
La Quinta PRS Rehabilitation	350,000	0	0	0	0	0	350,000
Potable Water Reservoir Improvement Projects	1,500,000	0	0	0	0	0	1,500,000
Pump Station Bypass Pump Connections	100,000	0	0	0	0	0	100,000
Reata Pump Station Rehabilitation	2,800,000	0	0	0	2,800,000	0	0
Reservoir No.6 Removal	100,000	0	0	0	100,000	0	0
Well 6 Replacement	2,500,000	0	0	0	0	0	2,500,000
Well Filter Plant Rehabilitation	1,000,000	1,000,000	0	0	0	0	0
	21,750,000	4,200,000	0	3,500,000	3,500,000	1,000,000	9,550,000
Water Acreage Fee Reserve							
Calle Lobina Connection	200,000	0	0	200,000	0	0	0
El Camino Real Pipe Connection	220,000	0	40,000	180,000	0	0	0
Recycled Water Expansion Phase II	8,500,000	500,000	0	8,000,000	0	0	0
Reeves Pump Station	1,000,000	0	0	0	1,000,000	0	0
	9,920,000	500,000	40,000	8,380,000	1,000,000	0	0
Sewer Depreciation Reserve							
Aeration Blower Improvements	950,000	200,000	750,000	0	0	0	0
Arenoso Lane Sewer Line Replacement	200,000	200,000	0	0	0	0	0
Cypress Shores PS Force Main Rehabilitation	600,000	0	0	200,000	400,000	0	0
Digester #2 Structural & Mechanical Rehabilitation	500,000	0	0	250,000	250,000	0	0
Headworks Grit Cyclone Replacement	1,000,000	0	200,000	800,000	0	0	0
Los Molinos Lift Station Generator Replacement	350,000	0	350,000	0	0	0	0
Primary Clarifier 1, 2 & 3 Rehabilitation	500,000	0	0	0	500,000	0	0
Recycled Water Storage Bay Rehabilitation	600,000	0	0	100,000	500,000	0	0
Secondary Clarifier 1, 2 & 3 Rehabilitation	800,000	0	0	0	200,000	600,000	0
Secondary Clarifier 4, 5 & 6 Rehabilitation	600,000	0	0	0	0	600,000	0
Sewer System SCADA Implementation	200,000	200,000	0	0	0	0	0
WRP DIP Replacement	1,250,000	0	0	250,000	1,000,000	0	0
WRP Electrical System Replacements	850,000	500,000	350,000	0	0	0	0
WRP Odor Control Systems Replacement	5,900,000	0	4,500,000	0	1,400,000	0	0
	14,300,000	1,100,000	6,150,000	1,600,000	4,250,000	1,200,000	0

New Capital Improvement Projects

Summary by Fund

Description	6 Yr. Total	FY 2019-20	FY 2020-21	FY 2021-22	FY 2022-23	FY 2023-24	FY 2024-25
Sewer Connection Fee Reserve							
Sludge Dehydration System	2,280,000	0	0	0	220,000	2,060,000	0
WRP Co-Generation	4,005,000	0	0	0	0	400,000	3,605,000
	6,285,000	0	0	0	220,000	2,460,000	3,605,000
Golf Fund							
Golf Course Reclaimed Water Pond Re-lining	350,000	0	350,000	0	0	0	0
	350,000	0	350,000	0	0	0	0
Clean Ocean Fund							
Building "A" Vehicle Wash Station Upgrades	325,000	0	75,000	250,000	0	0	0
Maintenance Yard Water Quality Storm Drain Inlet	30,000	30,000	0	0	0	0	0
Poche system diversion to land outfall	2,300,000	0	200,000	2,100,000	0	0	0
	2,655,000	30,000	275,000	2,350,000	0	0	0
Storm Drain Utility Depreciation Reserve							
Caballeros Storm Drain Extension	200,000	0	0	200,000	0	0	0
E. Avenida Cordoba Drainage Study	500,000	150,000	350,000	0	0	0	0
Plaza La Playa Storm Drain Rehabilitation	200,000	0	200,000	0	0	0	0
	900,000	150,000	550,000	200,000	0	0	0
Total CIP	108,767,500	14,780,000	18,392,500	27,970,000	17,075,000	9,915,000	20,635,000

* Shading indicates presented projects.

Maintenance and Other Projects

Summary by Fund

Description	6 Yr. Total	FY 2019-20	FY 2020-21	FY 2021-22	FY 2022-23	FY 2023-24	FY 2024-25
General Fund							
Beach Trail Steel Bridges Maintenance	2,750,000	0	250,000	2,500,000	0	0	0
City Hall Fire System PIV Replacement	60,000	60,000	0	0	0	0	0
Downtown Alley Lighting Replacement	70,000	0	0	0	0	70,000	0
Downtown Paseo Plan	700,000	0	0	0	200,000	500,000	0
Maintenance Services Rehabilitation FY 2020	1,800,000	300,000	300,000	300,000	300,000	300,000	300,000
Major Street Maintenance FY 2020	1,800,000	550,000	250,000	250,000	250,000	250,000	250,000
Marine Safety HQ and Zero Tower Relocation Study	100,000	0	100,000	0	0	0	0
Sidewalk Repair & Improvements FY 2020	2,900,000	150,000	550,000	550,000	550,000	550,000	550,000
Slurry Seal FY 2020	1,000,000	250,000	150,000	150,000	150,000	150,000	150,000
Tierra Grande Park Concrete / Fence Improvements	50,000	0	50,000	0	0	0	0
T-Street Overpass Maintenance	250,000	0	0	0	0	250,000	0
	11,480,000	1,310,000	1,650,000	3,750,000	1,450,000	2,070,000	1,250,000
Air Quality Fund							
San Clemente Trolley Operation	2,536,268	403,567	408,567	417,567	426,567	430,000	450,000
Traffic Calming Program	460,000	60,000	80,000	80,000	80,000	80,000	80,000
	2,996,268	463,567	488,567	497,567	506,567	510,000	530,000
Public Facility Construction Fund							
Police Sub-Station Relocation Study	75,000	75,000	0	0	0	0	0
	75,000	75,000	0	0	0	0	0
Developers Improvement Fund							
Marblehead Coastal Water Quality Improvements	45,000	45,000	0	0	0	0	0
	45,000	45,000	0	0	0	0	0
Street Improvement Fund							
As Needed Pavement Repairs	300,000	300,000	0	0	0	0	0
Pavement Management System Update	200,000	0	150,000	0	50,000	0	0
Sewer System Replacement	600,000	100,000	100,000	100,000	100,000	100,000	100,000
Street Improvement Design	450,000	75,000	75,000	75,000	75,000	75,000	75,000
Water System Replacement	600,000	100,000	100,000	100,000	100,000	100,000	100,000
	2,150,000	575,000	425,000	275,000	325,000	275,000	275,000
Water Depreciation Reserve							
Asset Management Study	100,000	0	100,000	0	0	0	0
Meter Replacements	1,200,000	100,000	100,000	100,000	300,000	300,000	300,000
Reservoir 5A Interior Coating Replacement	500,000	0	0	0	0	0	500,000
Reservoir No. 9 Drainage Improvements	750,000	750,000	0	0	0	0	0
Water System Air-Vac Replacement Program	50,000	0	25,000	0	25,000	0	0
Water System Rehabilitation	1,800,000	300,000	300,000	300,000	300,000	300,000	300,000
Well No. 8 Enclosure	350,000	0	0	0	0	350,000	0
	4,750,000	1,150,000	525,000	400,000	625,000	950,000	1,100,000
Water Other Agency Reserve Fund							
JWRSS Agency Projects	5,690,000	1,240,000	1,200,000	1,360,000	1,340,000	550,000	0
	5,690,000	1,240,000	1,200,000	1,360,000	1,340,000	550,000	0
Sewer Depreciation Reserve							
Alessandro Sewer Bridge Assessment	250,000	0	0	0	0	250,000	0
Digester #2 Cleaning, Residual Disposal& Inspection	250,000	0	250,000	0	0	0	0
La Pata Lift Station Wet Well Rehabilitation	100,000	100,000	0	0	0	0	0
Los Molinos Wet Well Lining	1,000,000	0	0	0	200,000	800,000	0
Sewer Line Point Repairs	150,000	150,000	0	0	0	0	0
Sewer System Lining	1,300,000	300,000	200,000	200,000	200,000	200,000	200,000
Sewer System Rehabilitation	1,800,000	300,000	300,000	300,000	300,000	300,000	300,000
WRP Sluice Gate Replacements	100,000	100,000	0	0	0	0	0
	4,950,000	950,000	750,000	500,000	700,000	1,550,000	500,000
Clean Ocean Fund							
Poche Watershed Activities	250,000	0	50,000	50,000	50,000	50,000	50,000
Storm Drain Trash Capture Devices Throughout City	795,000	75,000	125,000	125,000	150,000	150,000	170,000
	1,045,000	75,000	175,000	175,000	200,000	200,000	220,000

Maintenance and Other Projects

Summary by Fund

Description	6 Yr. Total	FY 2019-20	FY 2020-21	FY 2021-22	FY 2022-23	FY 2023-24	FY 2024-25
Storm Drain Utility Fund							
Citywide Culverts Structural Assessment	150,000	150,000	0	0	0	0	0
Storm Drain Rehabilitation	1,200,000	200,000	200,000	200,000	200,000	200,000	200,000
	1,350,000	350,000	200,000	200,000	200,000	200,000	200,000
Total Maintenance & Other Projects	34,531,268	6,233,567	5,413,567	7,157,567	5,346,567	6,305,000	4,075,000

* Shading indicates presented projects.

New Capital Improvement Projects

Revenue Summary

Description	6 Yr. Total	FY 2019-20	FY 2020-21	FY 2021-22	FY 2022-23	FY 2023-24	FY 2024-25
General Fund	12,550,000	900,000	3,420,000	2,600,000	1,630,000	500,000	3,500,000
Other Funds							
Clean Ocean Fund	2,655,000	30,000	275,000	2,350,000	0	0	0
Reserve Fund	3,830,000	1,475,000	755,000	335,000	550,000	330,000	385,000
Gas Tax Fund	10,207,500	2,450,000	1,472,500	1,500,000	1,545,000	1,595,000	1,645,000
Golf Capital Improvement Reserve	350,000	0	350,000	0	0	0	0
Local Drainage Facilities Fund	1,350,000	1,000,000	350,000	0	0	0	0
Parks Acquisition & Development Fund	1,760,000	260,000	500,000	500,000	500,000	0	0
Public Facilities Construction Fee Fund	225,000	225,000	0	0	0	0	0
RCFPP Fund	6,907,000	0	2,598,000	1,675,000	1,834,000	800,000	0
Sewer Connection Reserve	11,285,000	0	1,500,000	3,000,000	720,000	2,460,000	3,605,000
Sewer Depreciation Reserve	12,300,000	1,100,000	4,650,000	1,600,000	3,750,000	1,200,000	0
Storm Drain Deprec. Reserve Fund	900,000	150,000	550,000	200,000	0	0	0
Street Improvement Fund	11,440,000	2,190,000	1,750,000	1,800,000	1,850,000	1,900,000	1,950,000
Water Depreciation Reserve	22,410,000	4,200,000	0	3,500,000	4,160,000	1,000,000	9,550,000
Water Acreage Fee Reserve	6,260,000	500,000	40,000	5,380,000	340,000	0	0
Total Other Funds	91,879,500	13,580,000	14,790,500	21,840,000	15,249,000	9,285,000	17,135,000
Grants							
CDBG Grant	650,000	130,000	130,000	130,000	130,000	130,000	0
Rancho Mission Viejo SCRIP Contribution	118,000	0	52,000	0	66,000	0	0
DBW - Sand Replenishment	3,400,000	0	0	3,400,000	0	0	0
Total Grants	4,168,000	130,000	182,000	3,530,000	196,000	130,000	0
Donations							
Little League Donation	170,000	170,000	0	0	0	0	0
Total Donations	170,000	170,000	0	0	0	0	0
Total Funding	108,767,500	14,780,000	18,392,500	27,970,000	17,075,000	9,915,000	20,635,000

Maintenance and Other Projects

Revenue Summary

Description	6 Yr. Total FY 2019-20 FY 2020-21 FY 2021-22 FY 2022-23 FY 2023-24 FY 2024-25						
General Fund	12,173,108	1,273,152	1,613,152	3,742,952	1,443,852	2,450,000	1,650,000
Other Funds							
Clean Ocean Fund	1,045,000	75,000	175,000	175,000	200,000	200,000	220,000
Air Quality Management Fund	517,300	88,400	108,900	80,000	80,000	80,000	80,000
Developers Improvement Fund	45,000	45,000	0	0	0	0	0
Public Facility Construction Fee Fund	75,000	75,000	0	0	0	0	0
Sewer Depreciation Reserve	6,090,000	1,105,000	905,000	655,000	925,000	1,775,000	725,000
Street Improvement Fund	950,000	375,000	225,000	75,000	125,000	75,000	75,000
Storm Drain Deprec. Reserve Fund	1,350,000	350,000	200,000	200,000	200,000	200,000	200,000
Water Depreciation Reserve	5,110,000	1,245,000	620,000	495,000	650,000	975,000	1,125,000
Water Other Agency Reserve	5,690,000	1,240,000	1,200,000	1,360,000	1,340,000	550,000	0
Total Other Funds	20,872,300	4,598,400	3,433,900	3,040,000	3,520,000	3,855,000	2,425,000
Grants							
OCTA Grant	1,485,860	362,015	366,515	374,615	382,715	0	0
Total Grants	1,485,860	362,015	366,515	374,615	382,715	0	0
Total Funding	34,531,268	6,233,567	5,413,567	7,157,567	5,346,567	6,305,000	4,075,000

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 2013-14 to update the City's Drainage Master Plan. The Drainage Master Plan update has been completed and will be reviewed by both the City Attorney's office and City Council in FY 2019-20.

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 2019-20 budget includes 4 capital improvement projects for \$1,180,000 and 4 maintenance projects in the amount of \$470,000.

Capital improvement projects in FY 2019-20 are:

- E. Avenida Cordoba Drainage Study
- Maintenance Yard Water Quality Storm Drain Inlet
- Storm Drain Improvements at 1601 Calle Las Bolas
- Storm Drain Improvements at PCH & Camino San Clemente

Maintenance and other projects in FY 2019-20 are:

- Citywide Culverts Structural Assessment
- Marblehead Coastal Water Quality Improvements
- Storm Drain Rehabilitation
- Storm Drain Trash Capture Devices Throughout City

Individual project sheets for both capital improvement projects and maintenance projects are on the following pages.

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



E. Avenida Cordoba Drainage Study

Project No. TBD

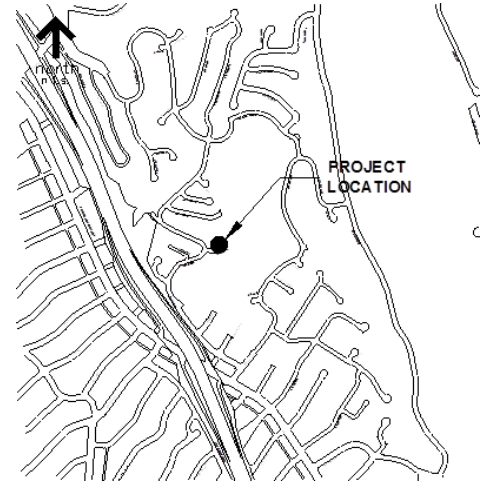
Lead Dept./Division: Public Works/Engineering
Supporting Division: Utilities

Staff Contact: Amir Ilkhanipour
 Senior Civil Engineer
 949-361-6140

Initial Funding Year: FY 2020
Prior Funding: N/A

Target Completion: Summer 2021

General Plan Policy: PSFU-6.01
 (Please refer to the General Plan for policy code descriptions)



Project Description:

Currently, the storm runoff at intersection of E. Avenida Cordoba and Via Avila does not properly outlet into the canyon located east of Via Avila. A study and a follow-up design needs to be conducted for construction of a new storm drain in this area.

Operating Budget Impact: None.

Estimated Costs and Funding Sources:

Project Estimate	FY 2020 Budget	FY 2021 Forecast	FY 2022 Forecast	FY 2023 Forecast	FY 2024 Forecast	FY 2025 Forecast	Total
Land/Right-of-Way	0	0	0	0	0	0	0
Preliminary Eng.	150,000	0	0	0	0	0	150,000
Construction	0	350,000	0	0	0	0	350,000
Total Estimate	150,000	350,000	0	0	0	0	500,000

Funding Source(s)	FY 2020 Budget	FY 2021 Forecast	FY 2022 Forecast	FY 2023 Forecast	FY 2024 Forecast	FY 2025 Forecast	Total
Storm Drain Dep. Reserve	150,000	350,000	0	0	0	0	500,000
	0	0	0	0	0	0	0
	0	0	0	0	0	0	0
Total Funding	150,000	350,000	0	0	0	0	500,000



Maintenance Yard Water Quality Storm Drain Inlet

Project No. TBD

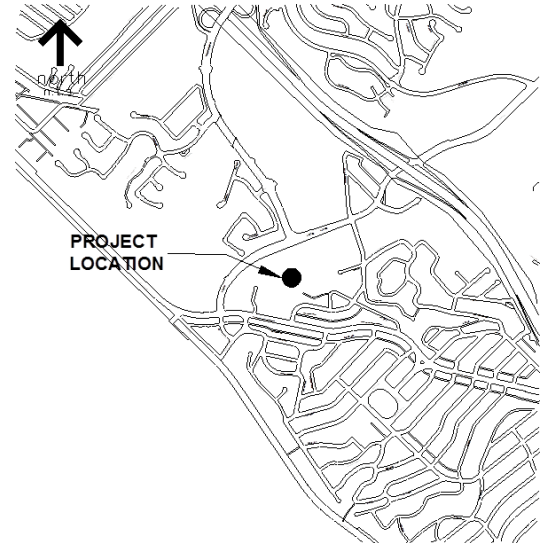
Lead Dept./Division: Public Works/Engineering
Supporting Division: Utilities

Staff Contact: Chris Tanio
 Associate Civil Engineer
 949-361-6128

Initial Funding Year: FY 2020
Prior Funding: N/A

Target Completion: Summer 2020

General Plan Policy: PSFU-6.01
 (Please refer to the General Plan for policy code descriptions)



Project Description:

As a water quality measure, a new storm drain catch basin will be installed in the lower area of the Water Reclamation Plant to provide treatment of runoff prior to discharge into the Segunda Deshecha Canada Channel (M02).

Operating Budget Impact: None.

Estimated Costs and Funding Sources:

Project Estimate	FY 2020 Budget	FY 2021 Forecast	FY 2022 Forecast	FY 2023 Forecast	FY 2024 Forecast	FY 2025 Forecast	Total
Land/Right-of-Way	0	0	0	0	0	0	0
Preliminary Eng.	5,000	0	0	0	0	0	5,000
Construction	25,000	0	0	0	0	0	25,000
Total Estimate	30,000	0	0	0	0	0	30,000

Funding Source(s)	FY 2020 Budget	FY 2021 Forecast	FY 2022 Forecast	FY 2023 Forecast	FY 2024 Forecast	FY 2025 Forecast	Total
Clean Ocean Fund	30,000	0	0	0	0	0	30,000
	0	0	0	0	0	0	0
	0	0	0	0	0	0	0
Total Funding	30,000	0	0	0	0	0	30,000



Storm Drain Improvements at 1601 Calle Las Bolas

Project No. TBD

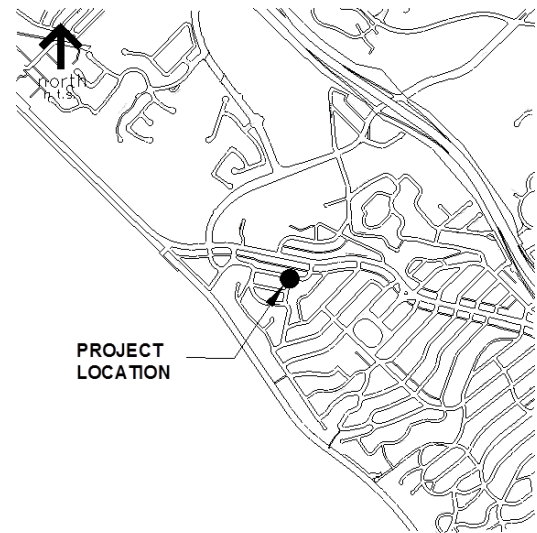
Lead Dept./Division: Public Works/Engineering
Supporting Division: Utilities

Staff Contact: Amir Ilkhanipour
 Senior Civil Engineer
 949-361-6140

Initial Funding Year: FY 2020
Prior Funding: N/A

Target Completion: Spring 2021

General Plan Policy: PSFU-6.01
 (Please refer to the General Plan for policy code descriptions)



Project Description:

Catch basin and storm drain improvements are needed at the Calle Las Bolas and Avenida Florencia intersection to increase the drainage capacity in this area. Design and construction funding is proposed in FY 2020.

Operating Budget Impact: None.

Estimated Costs and Funding Sources:

Project Estimate	FY 2020 Budget	FY 2021 Forecast	FY 2022 Forecast	FY 2023 Forecast	FY 2024 Forecast	FY 2025 Forecast	Total
Land/Right-of-Way	0	0	0	0	0	0	0
Preliminary Eng.	100,000	0	0	0	0	0	100,000
Construction	400,000	0	0	0	0	0	400,000
Total Estimate	500,000	0	0	0	0	0	500,000

Funding Source(s)	FY 2020 Budget	FY 2021 Forecast	FY 2022 Forecast	FY 2023 Forecast	FY 2024 Forecast	FY 2025 Forecast	Total
Local Drainage Facilities	500,000	0	0	0	0	0	500,000
	0	0	0	0	0	0	0
	0	0	0	0	0	0	0
Total Funding	500,000	0	0	0	0	0	500,000



Storm Drain Improvements at PCH & Camino San Clemente Project No. TBD

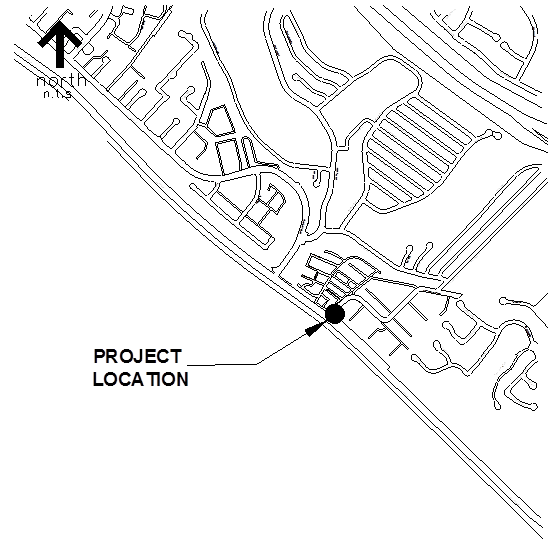
Lead Dept./Division: Public Works/Engineering
Supporting Division: Utilities

Staff Contact: Amir Ilkhanipour
 Senior Civil Engineer
 949-361-6140

Initial Funding Year: FY 2020
Prior Funding: N/A

Target Completion: Winter 2020

General Plan Policy: PSFU-6.01
 (Please refer to the General Plan for policy code descriptions)



Project Description:

Catch basin and storm drain improvements are needed at the intersection of PCH and Camino San Clemente to increase the drainage capacity in this area. Design and construction funding is proposed in FY 2020.

Operating Budget Impact: None.

Estimated Costs and Funding Sources:

Project Estimate	FY 2020 Budget	FY 2021 Forecast	FY 2022 Forecast	FY 2023 Forecast	FY 2024 Forecast	FY 2025 Forecast	Total
Land/Right-of-Way	0	0	0	0	0	0	0
Preliminary Eng.	100,000	0	0	0	0	0	100,000
Construction	400,000	0	0	0	0	0	400,000
Total Estimate	500,000	0	0	0	0	0	500,000

Funding Source(s)	FY 2020 Budget	FY 2021 Forecast	FY 2022 Forecast	FY 2023 Forecast	FY 2024 Forecast	FY 2025 Forecast	Total
Local Drainage Facilities	500,000	0	0	0	0	0	500,000
	0	0	0	0	0	0	0
	0	0	0	0	0	0	0
Total Funding	500,000	0	0	0	0	0	500,000



Citywide Culverts Structural Assessment

Project No. TBD

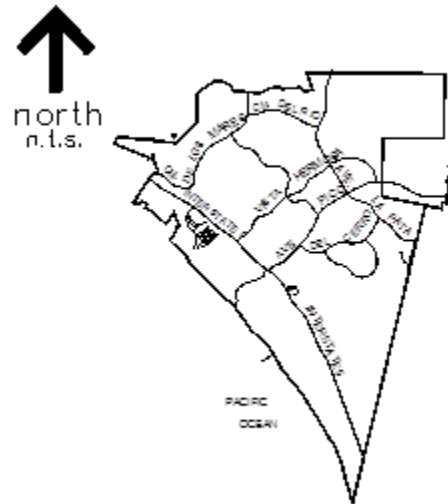
Lead Dept./Division: Public Works/Engineering
Supporting Division: Utilities

Staff Contact: Amir Ilkhanipour
 Senior Civil Engineer
 949-361-6140

Initial Funding Year: FY 2020
Prior Funding: N/A

Target Completion: Summer 2020

General Plan Policy: PSFU-6.01
 (Please refer to the General Plan for policy code descriptions)



Project Description:

There are several flood control culverts within the City that convey storm flows. Some of these facilities are old and in need of structural repairs and improvements. A citywide structural assessment of all flood control culverts is proposed to identify these repairs including cost estimates. Based on the results of this assessment and cost estimates, projects will be proposed in future year outlay.

Operating Budget Impact: None.

Estimated Costs and Funding Sources:

Project Estimate	FY 2020 Budget	FY 2021 Forecast	FY 2022 Forecast	FY 2023 Forecast	FY 2024 Forecast	FY 2025 Forecast	Total
Land/Right-of-Way	0	0	0	0	0	0	0
Preliminary Eng.	150,000	0	0	0	0	0	150,000
Construction	0	0	0	0	0	0	0
Total Estimate	150,000	0	0	0	0	0	150,000

Funding Source(s)	FY 2020 Budget	FY 2021 Forecast	FY 2022 Forecast	FY 2023 Forecast	FY 2024 Forecast	FY 2025 Forecast	Total
Storm Drain Dep. Reserve	150,000	0	0	0	0	0	150,000
	0	0	0	0	0	0	0
	0	0	0	0	0	0	0
Total Funding	150,000	0	0	0	0	0	150,000



Marblehead Coastal Water Quality Improvements

Project No. TBD

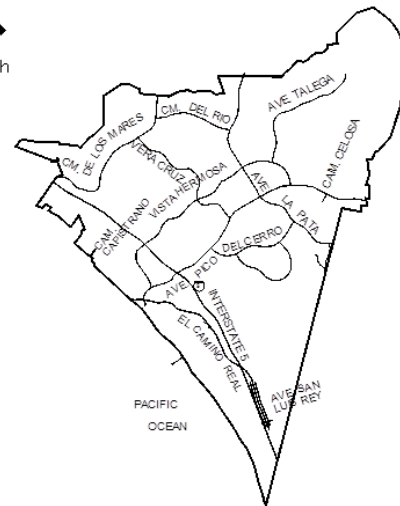
Lead Dept./Division: Utilities
Supporting Division: Public Works/Engineering

Staff Contact: David Rebensdorf
 Utilities Director
 949-361-6130

Initial Funding Year: FY 2020
Prior Funding: N/A

Target Completion: Summer 2020

General Plan Policy: PSFU-6.01
 (Please refer to the General Plan for policy code descriptions)



Project Description:

As a water quality measure, during the development of Marblehead Coastal two underground basins were installed to capture low flows and first flush during storm events. The captured runoff is stored in the basins and sent to the City’s Water Reclamation Plant for treatment when there is available capacity. This is the first year of operation for the system and there are programming and electrical upgrades needed for the system to become compatible with the City’s Supervisory Control and Data Acquisition (SCADA) system. The system allows for remote operation of the pumps and electrical system.

Operating Budget Impact: None.

Estimated Costs and Funding Sources:

Project Estimate	FY 2020 Budget	FY 2021 Forecast	FY 2022 Forecast	FY 2023 Forecast	FY 2024 Forecast	FY 2025 Forecast	Total
Land/Right-of-Way	0	0	0	0	0	0	0
Preliminary Eng.	0	0	0	0	0	0	0
Construction	45,000	0	0	0	0	0	45,000
Total Estimate	45,000	0	0	0	0	0	45,000

Funding Source(s)	FY 2020 Budget	FY 2021 Forecast	FY 2022 Forecast	FY 2023 Forecast	FY 2024 Forecast	FY 2025 Forecast	Total
Developers Imp. Fund	45,000	0	0	0	0	0	45,000
	0	0	0	0	0	0	0
	0	0	0	0	0	0	0
Total Funding	45,000	0	0	0	0	0	45,000



Storm Drain Rehabilitation FY 2020

Project No. TBD

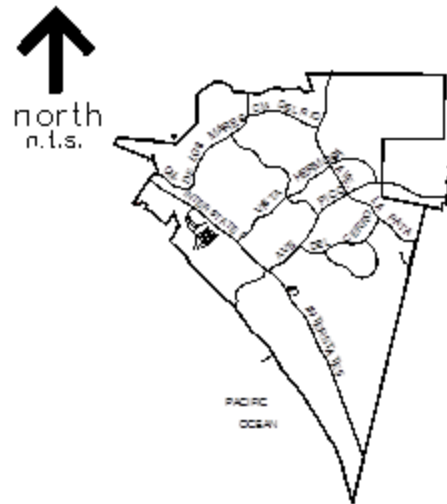
Lead Dept./Division: Utilities
Supporting Division: Public Works/Engineering

Staff Contact: Kevin Lussier
 Assistant Utilities Manager
 949-361-8392

Initial Funding Year: Annual
Prior Funding: Typically \$200,000 every year

Target Completion: Summer 2020

General Plan Policy: PSFU-6.01
 (Please refer to the General Plan for policy code descriptions)



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.

Operating Budget Impact: None.

Estimated Costs and Funding Sources:

Project Estimate	FY 2020 Budget	FY 2021 Forecast	FY 2022 Forecast	FY 2023 Forecast	FY 2024 Forecast	FY 2025 Forecast	Total
Land/Right-of-Way	0	0	0	0	0	0	0
Preliminary Eng.	0	0	0	0	0	0	0
Construction	200,000	200,000	200,000	200,000	200,000	200,000	1,200,000
Total Estimate	200,000	200,000	200,000	200,000	200,000	200,000	1,200,000

Funding Source(s)	FY 2020 Budget	FY 2021 Forecast	FY 2022 Forecast	FY 2023 Forecast	FY 2024 Forecast	FY 2025 Forecast	Total
Storm Drain Dep. Reserve	200,000	200,000	200,000	200,000	200,000	200,000	1,200,000
	0	0	0	0	0	0	0
	0	0	0	0	0	0	0
Total Funding	200,000	200,000	200,000	200,000	200,000	200,000	1,200,000



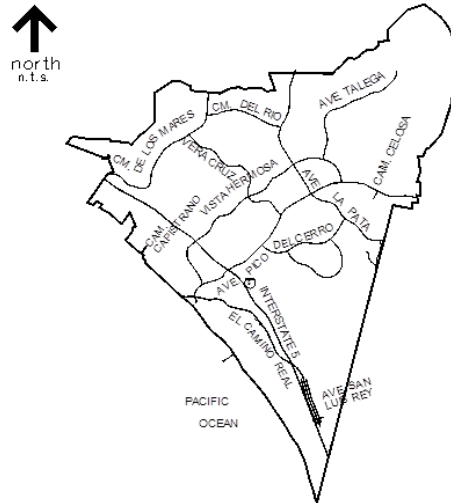
Storm Drain Trash Capturing Devices Throughout City Project No. TBD

Lead Dept./Division: Utilities
Supporting Division: Public Works/Engineering
Staff Contact: Cynthia Mallett
 Environmental Programs Supervisor
 949-361-8204

Initial Funding Year: FY 2020
Prior Funding: N/A

Target Completion: Summer 2020

General Plan Policy: UD-4.01, UD-4.02, S-7.01
 (Please refer to the General Plan for policy code descriptions)



Project Description:

As a water quality measure, trash capture devices in publicly owned storm drain catch basins throughout the City will be installed to comply with State mandated regulations (10 years to comply). Funding proposed in FY 2020 will be used to complete a consultant study. Funds projected in future years are proposed for program implementation.

Operating Budget Impact: None.

Estimated Costs and Funding Sources:

Project Estimate	FY 2020 Budget	FY 2021 Forecast	FY 2022 Forecast	FY 2023 Forecast	FY 2024 Forecast	FY 2025 Forecast	Total
Land/Right-of-Way	0	0	0	0	0	0	0
Preliminary Eng.	0	0	0	0	0	0	0
Construction	75,000	125,000	125,000	150,000	150,000	170,000	795,000
Total Estimate	75,000	125,000	125,000	150,000	150,000	170,000	795,000

Funding Source(s)	FY 2020 Budget	FY 2021 Forecast	FY 2022 Forecast	FY 2023 Forecast	FY 2024 Forecast	FY 2025 Forecast	Total
Clean Ocean Fund	75,000	125,000	125,000	150,000	150,000	170,000	795,000
	0	0	0	0	0	0	0
	0	0	0	0	0	0	0
Total Funding	75,000	125,000	125,000	150,000	150,000	170,000	795,000

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 2019-20 budget includes 10 capital improvement projects for \$1,935,000.

Capital improvement projects in FY 2019-20 are:

- Basketball and Tennis Court Lighting
- Bonito Canyon Park Restroom Rehabilitation
- End of Pier Restrooms Rehabilitation
- Infield Replacement at LPVH and San Geronio Parks
- Liberty Park Ballfield Block Wall Replacement
- Linda Lane Park Restroom
- LPVH Two Soccer Fields Synthetic Turf Replacement
- Mira Costa Park, Verde Park Playground Replacements
- Rancho SC Park Light Poles and Fixtures Replacement
- Vista Hermosa Baseball Field Shade

Individual project sheets for capital improvement and maintenance projects are on the following pages.

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



Basketball and Tennis Court Lighting

Project No. TBD

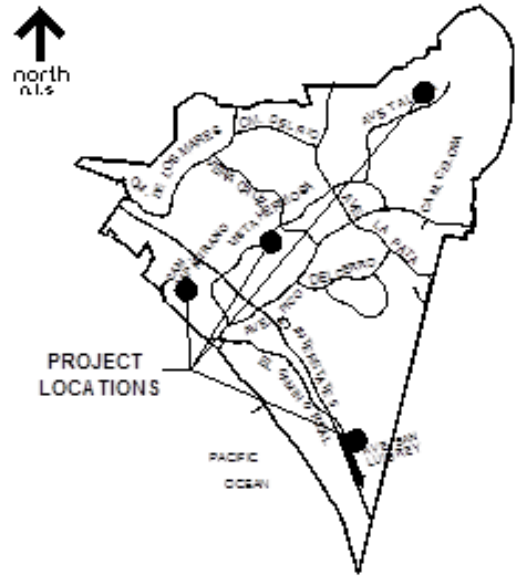
Lead Dept./Division: Public Works/Maintenance
Supporting Division: Parks and Recreation

Staff Contact: Randy Little
 Maintenance Manager
 949-361-8255

Initial Funding Year: FY 2020
Prior Funding: N/A

Target Completion: Spring 2020

General Plan Policy: BPR-1.05, BPR-2.03, BPR-7.02
 (Please refer to the General Plan for policy code descriptions)



Project Description:

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

Operating Budget Impact: Will reduce ongoing maintenance and electricity costs.

Estimated Costs and Funding Sources:

Project Estimate	FY 2020 Budget	FY 2021 Forecast	FY 2022 Forecast	FY 2023 Forecast	FY 2024 Forecast	FY 2025 Forecast	Total
Land/Right-of-Way	0	0	0	0	0	0	0
Preliminary Eng.	0	0	0	0	0	0	0
Construction	165,000	0	0	0	0	0	165,000
Total Estimate	165,000	0	0	0	0	0	165,000

Funding Source(s)	FY 2020 Budget	FY 2021 Forecast	FY 2022 Forecast	FY 2023 Forecast	FY 2024 Forecast	FY 2025 Forecast	Total
Fac Maint. Reserve	165,000	0	0	0	0	0	165,000
	0	0	0	0	0	0	0
	0	0	0	0	0	0	0
Total Funding	165,000	0	0	0	0	0	165,000



Bonito Canyon Park Restroom Rehabilitation

Project No. 17511

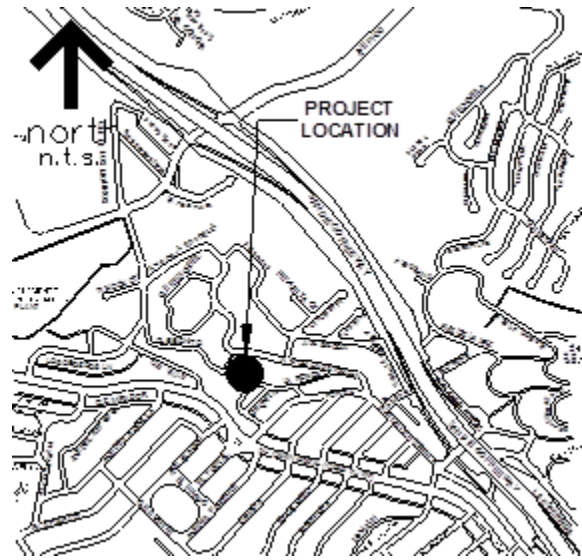
Lead Dept./Division: Public Works/Engineering
Supporting Division: Public Works/Maintenance

Staff Contact: Shawn Ryan
 Associate Civil Engineer
 949-361-6122

Initial Funding Year: FY 2020
Prior Funding: \$400,000

Target Completion: Summer 2020

General Plan Policy: BPR-1.05, BPR-2.03, BPR-7.02
 (Please refer to the General Plan for policy code descriptions)



Project Description:

Based on an assessment, this facility requires ADA and building system upgrades. Per the General Plan, the required style for a new structure must be Spanish Colonial architecture. Design, permitting and construction is scheduled for FY 2020. The proposed restroom facility will be a pre-fabricated Spanish Colonial building. An accessible route from the public right-of-way to the new accessible entrance of the building will also be provided.

Operating Budget Impact: Will reduce required maintenance and operating costs.

Estimated Costs and Funding Sources:

Project Estimate	FY 2020 Budget	FY 2021 Forecast	FY 2022 Forecast	FY 2023 Forecast	FY 2024 Forecast	FY 2025 Forecast	Total
Land/Right-of-Way	0	0	0	0	0	0	0
Preliminary Eng.	0	0	0	0	0	0	0
Construction	200,000	0	0	0	0	0	200,000
Total Estimate	200,000	0	0	0	0	0	200,000

Funding Source(s)	FY 2020 Budget	FY 2021 Forecast	FY 2022 Forecast	FY 2023 Forecast	FY 2024 Forecast	FY 2025 Forecast	Total
General Fund	200,000	0	0	0	0	0	200,000
	0	0	0	0	0	0	0
	0	0	0	0	0	0	0
Total Funding	200,000	0	0	0	0	0	200,000



End of Pier Restroom Rehabilitation

Project No. TBD

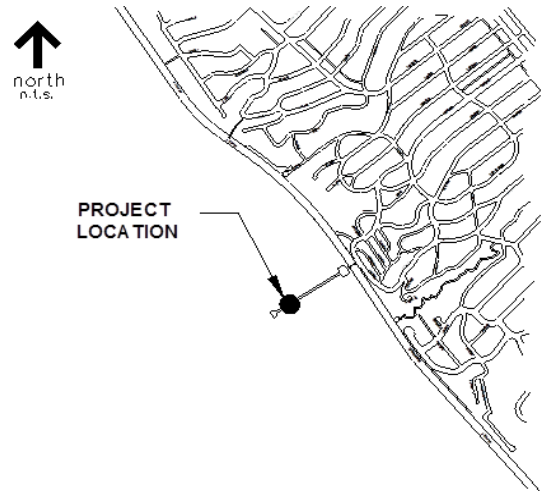
Lead Dept./Division: Public Works/Maintenance
Supporting Division: Public Works/Engineering

Staff Contact: Randy Little
 Maintenance Manager
 949-361-8255

Initial Funding Year: FY 2020
Prior Funding: N/A

Target Completion: Fall 2020

General Plan Policy: BPR-2.03, BPR-3.03, UD-4.01
 (Please refer to the General Plan for policy code descriptions)



Project Description:

The building is in need of maintenance due to its age and exposure to the marine environment. This rehabilitation project will include a new roof, new exterior siding, new interior drywall, new fixtures and partitions and interior and exterior paint.

Operating Budget Impact: None.

Estimated Costs and Funding Sources:

Project Estimate	FY 2020 Budget	FY 2021 Forecast	FY 2022 Forecast	FY 2023 Forecast	FY 2024 Forecast	FY 2025 Forecast	Total
Land/Right-of-Way	0	0	0	0	0	0	0
Preliminary Eng.	0	0	0	0	0	0	0
Construction	150,000	0	0	0	0	0	150,000
Total Estimate	150,000	0	0	0	0	0	150,000

Funding Source(s)	FY 2020 Budget	FY 2021 Forecast	FY 2022 Forecast	FY 2023 Forecast	FY 2024 Forecast	FY 2025 Forecast	Total
General Fund	150,000	0	0	0	0	0	150,000
	0	0	0	0	0	0	0
	0	0	0	0	0	0	0
Total Funding	150,000	0	0	0	0	0	150,000



Liberty Park Ballfield Block Wall Replacement

Project No. TBD

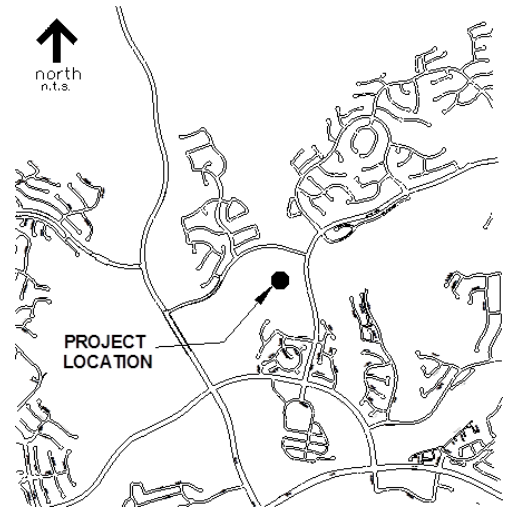
Lead Dept./Division: Public Works/Engineering
Supporting Division: Public Works/Maintenance

Staff Contact: Shawn Ryan
 Associate Civil Engineer
 949-361-6122

Initial Funding Year: FY 2020
Prior Funding: N/A

Target Completion: Winter 2020

General Plan Policy: BPR-2.03
 (Please refer to the General Plan for policy code descriptions)



Project Description:

The keystone blocks at the ballfield are being dislodged by a root systems coming up from behind the wall. The top 3 layers of keystone block wall are not tied to the geogrid system being used by the lower portion of the wall allowing for the roots to easily knock the blocks over. Project intends to remove the top 3 layers, kill the root system behind the wall and properly replace the upper section of the retaining wall.

Operating Budget Impact: Reduce maintenance and extend the useful life of the wall.

Estimated Costs and Funding Sources:

Project Estimate	FY 2020 Budget	FY 2021 Forecast	FY 2022 Forecast	FY 2023 Forecast	FY 2024 Forecast	FY 2025 Forecast	Total
Land/Right-of-Way	0	0	0	0	0	0	0
Preliminary Eng.	0	0	0	0	0	0	0
Construction	100,000	0	0	0	0	0	100,000
Total Estimate	100,000	0	0	0	0	0	100,000

Funding Source(s)	FY 2020 Budget	FY 2021 Forecast	FY 2022 Forecast	FY 2023 Forecast	FY 2024 Forecast	FY 2025 Forecast	Total
General Fund	100,000	0	0	0	0	0	100,000
	0	0	0	0	0	0	0
	0	0	0	0	0	0	0
Total Funding	100,000	0	0	0	0	0	100,000



Linda Lane Park Restroom

Project No. TBD

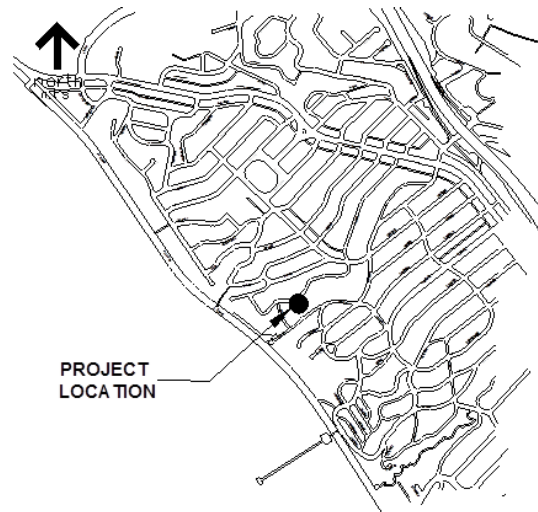
Lead Dept./Division: Public Works/Engineering
Supporting Division: Parks and Recreation

Staff Contact: Chris Tanio
 Associate Civil Engineer
 949-361-6128

Initial Funding Year: FY 2020
Prior Funding: N/A

Target Completion: Summer 2021

General Plan Policy: BPR-2.04
 (Please refer to the General Plan for policy code descriptions)



Project Description:

This project fulfills a Beaches, Parks and Recreation Master Plan objective to add a new public restroom facility at Linda Lane Park near the existing playground amenities.

Operating Budget Impact: None.

Estimated Costs and Funding Sources:

Project Estimate	FY 2020 Budget	FY 2021 Forecast	FY 2022 Forecast	FY 2023 Forecast	FY 2024 Forecast	FY 2025 Forecast	Total
Land/Right-of-Way	0	0	0	0	0	0	0
Preliminary Eng.	200,000	0	0	0	0	0	200,000
Construction	0	500,000	0	0	0	0	500,000
Total Estimate	200,000	500,000	0	0	0	0	700,000

Funding Source(s)	FY 2020 Budget	FY 2021 Forecast	FY 2022 Forecast	FY 2023 Forecast	FY 2024 Forecast	FY 2025 Forecast	Total
Parks Acquisition Dev. Fund	200,000	500,000	0	0	0	0	700,000
	0	0	0	0	0	0	0
	0	0	0	0	0	0	0
Total Funding	200,000	500,000	0	0	0	0	700,000



LPVH Two Soccer Fields Synthetic Turf Replacement Project No. TBD

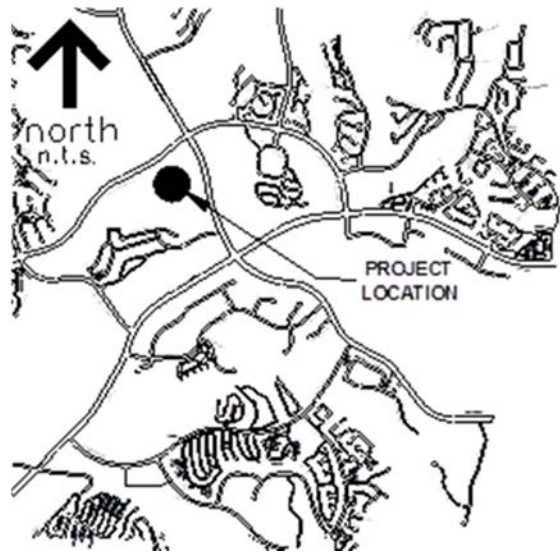
Lead Dept./Division: Public Works/Maintenance
Supporting Division: Parks and Recreation

Staff Contact: Randy Little
 Maintenance Manager
 949-361-8255

Initial Funding Year: FY 2020
Prior Funding: N/A

Target Completion: Fall 2020

General Plan Policy: BPR-2.03
 (Please refer to the General Plan for policy code descriptions)



Project Description:

The two synthetic turf soccer fields at LPVH Sports Park will be tested in Spring 2019 for compliance with “G Max” requirements (a standard test, set forth by the American Society for Testing & Materials (ASTM), to certify that a synthetic turf is suitable and safe for play). If the synthetic turf surfaces pass, then this project will be reduced to just replacing the infill material with environmentally-friendly material (estimated cost of \$100,000). If the surfaces do not pass, this project will replace the synthetic turf surfaces also, unless work is still eligible under warranty. For budgeting purposes since testing has not yet been completed, the identified project cost includes replacement of the surface and infill.

Operating Budget Impact: None.

Estimated Costs and Funding Sources:

Project Estimate	FY 2020 Budget	FY 2021 Forecast	FY 2022 Forecast	FY 2023 Forecast	FY 2024 Forecast	FY 2025 Forecast	Total
Land/Right-of-Way	0	0	0	0	0	0	0
Preliminary Eng.	0	0	0	0	0	0	0
Construction	500,000	0	0	0	0	0	500,000
Total Estimate	500,000	0	0	0	0	0	500,000

Funding Source(s)	FY 2020 Budget	FY 2021 Forecast	FY 2022 Forecast	FY 2023 Forecast	FY 2024 Forecast	FY 2025 Forecast	Total
Fac Maint. Reserve	500,000	0	0	0	0	0	500,000
	0	0	0	0	0	0	0
	0	0	0	0	0	0	0
Total Funding	500,000	0	0	0	0	0	500,000



Mira Costa & Verde Park Playground Replacements

Project No. TBD

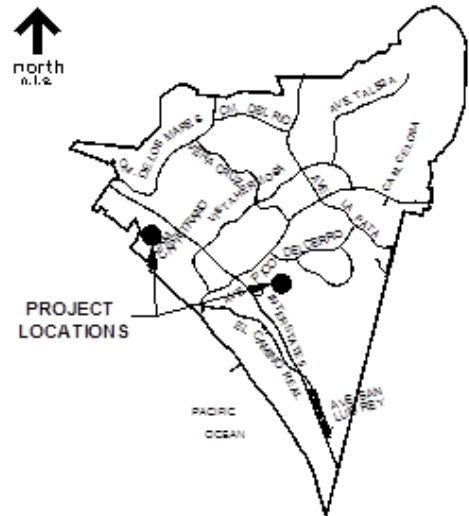
Lead Dept./Division: Public Works/Engineering
Supporting Division: Parks and Recreation

Staff Contact: Chris Tanio
 Associate Civil Engineer
 949-361-6128

Initial Funding Year: FY 2020
Prior Funding: N/A

Target Completion: Summer 2020

General Plan Policy: UD-4.01, UD-4.02, S-7.01
 (Please refer to the General Plan for policy code descriptions)



Project Description:

This project will provide for an in-kind replacement of equipment and safety surfacing at the Mira Costa Park and Verde Park Playgrounds, consistent with the playground replacement approach and plan approved by the City Council.

Operating Budget Impact: None.

Estimated Costs and Funding Sources:

Project Estimate	FY 2020 Budget	FY 2021 Forecast	FY 2022 Forecast	FY 2023 Forecast	FY 2024 Forecast	FY 2025 Forecast	Total
Land/Right-of-Way	0	0	0	0	0	0	0
Preliminary Eng.	0	0	0	0	0	0	0
Construction	300,000	0	0	0	0	0	300,000
Total Estimate	300,000	0	0	0	0	0	300,000

Funding Source(s)	FY 2020 Budget	FY 2021 Forecast	FY 2022 Forecast	FY 2023 Forecast	FY 2024 Forecast	FY 2025 Forecast	Total
Fac Maint. Reserve	300,000	0	0	0	0	0	300,000
	0	0	0	0	0	0	0
	0	0	0	0	0	0	0
Total Funding	300,000	0	0	0	0	0	300,000



Rancho SC Park Light Poles & Fixtures Replacement

Project No. TBD

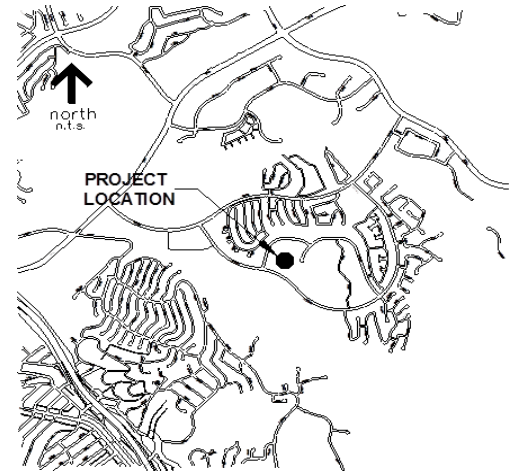
Lead Dept./Division: Public Works/Maintenance
Supporting Division: Parks and Recreation

Staff Contact: Randy Little
 Maintenance Manager
 949-361-8255

Initial Funding Year: FY 2020
Prior Funding: N/A

Target Completion: Summer 2020

General Plan Policy: BPR-1.05, BPR-2.03, BPR-7.02
 (Please refer to the General Plan for policy code descriptions)



Project Description:

The existing light poles in the Rancho San Clemente Park are deteriorating and in need of replacement. Thirty six area light poles and fixtures are proposed for replacement with this project.

Operating Budget Impact: Will reduce ongoing maintenance and electricity costs.

Estimated Costs and Funding Sources:

Project Estimate	FY 2020 Budget	FY 2021 Forecast	FY 2022 Forecast	FY 2023 Forecast	FY 2024 Forecast	FY 2025 Forecast	Total
Land/Right-of-Way	0	0	0	0	0	0	0
Preliminary Eng.	0	0	0	0	0	0	0
Construction	150,000	0	0	0	0	0	150,000
Total Estimate	150,000	0	0	0	0	0	150,000

Funding Source(s)	FY 2020 Budget	FY 2021 Forecast	FY 2022 Forecast	FY 2023 Forecast	FY 2024 Forecast	FY 2025 Forecast	Total
General Fund	150,000	0	0	0	0	0	150,000
	0	0	0	0	0	0	0
	0	0	0	0	0	0	0
Total Funding	150,000	0	0	0	0	0	150,000



Vista Hermosa Baseball Field Shade

Project No. TBD

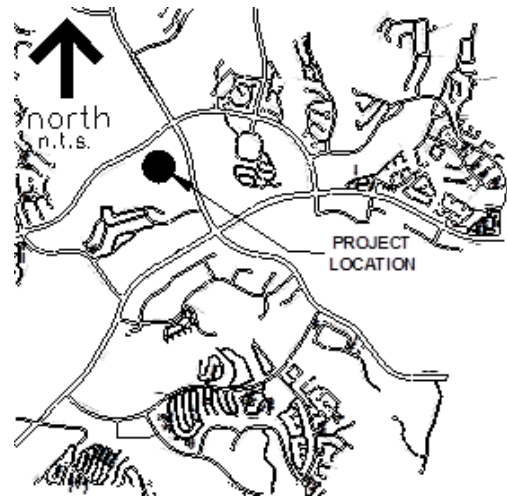
Lead Dept./Division: Public Works/Engineering
Supporting Division: Parks & Recreation

Staff Contact: Chris Tanio
 Associate Civil Engineer
 949-361-6128

Initial Funding Year: FY 2020
Prior Funding: N/A

Target Completion: Summer 2020

General Plan Policy: BPR-2.03, UD-4.01
 (Please refer to the General Plan for policy code descriptions)



Project Description:

This project will provide for new shade structures located at the Vista Hermosa Sports Park Baseball fields. The structures will provide shade over five existing bleacher stands on fields #3 and #4. This project will be initiated upon receipt of a donation from the San Clemente Little League, a City platinum sports partner.

Operating Budget Impact: Will require inspection and replacement in future operating budgets.

Estimated Costs and Funding Sources:

Project Estimate	FY 2020 Budget	FY 2021 Forecast	FY 2022 Forecast	FY 2023 Forecast	FY 2024 Forecast	FY 2025 Forecast	Total
Land/Right-of-Way	0	0	0	0	0	0	0
Preliminary Eng.	0	0	0	0	0	0	0
Construction	85,000	0	0	0	0	0	85,000
Total Estimate	85,000	0	0	0	0	0	85,000

Funding Source(s)	FY 2020 Budget	FY 2021 Forecast	FY 2022 Forecast	FY 2023 Forecast	FY 2024 Forecast	FY 2025 Forecast	Total
Little League Donation	85,000	0	0	0	0	0	85,000
	0	0	0	0	0	0	0
	0	0	0	0	0	0	0
Total Funding	85,000	0	0	0	0	0	85,000

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 2019-20 budget includes 4 capital improvement projects for a total of \$1.1 million and 5 maintenance projects in the amount of \$950,000.

Capital improvement projects are listed below:

- Aeration Blower Improvements
- Arenoso Lane Sewer Line Rehabilitation
- Sewer System SCADA Implementation

- WRP Electrical System Replacements

Maintenance and other projects in FY 2019-20 are:

- La Pata Lift Station Wet Well Rehabilitation
- Sewer Line Point Repairs
- Sewer System Lining
- Sewer System Rehabilitation
- WRP Sluice Gate Replacements

Individual project sheets for both capital improvement projects and maintenance projects are on the following pages.

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



Aeration Blower Improvements

Project No. TBD

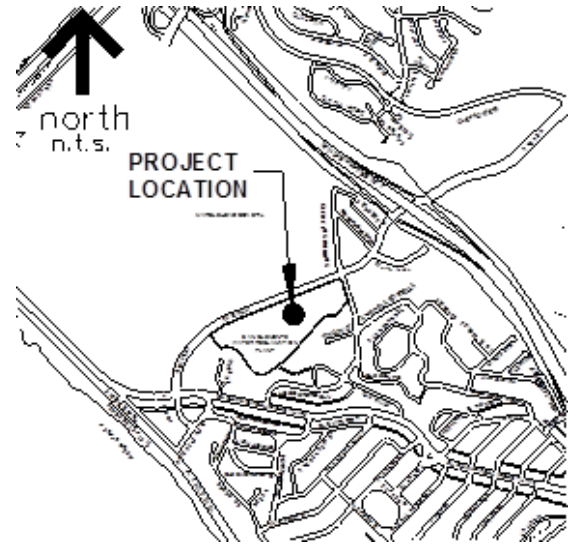
Lead Dept./Division: Public Works/Engineering
Supporting Division: Utilities

Staff Contact: Shawn Ryan
 Associate Civil Engineer
 949-361-6122

Initial Funding Year: FY 2020
Prior Funding: N/A

Target Completion: Summer 2021

General Plan Policy: PSFU-5.10
 (Please refer to the General Plan for policy code descriptions)



Project Description:

The Water Reclamation Plant (WRP) Aeration Blowers provide oxygen for plant biology as part of the secondary wastewater treatment process. Two of the City’s three blowers were replaced several years ago. The proposed budget will provide funding for the design to replace the third blower with a new system, since the blower has reached the end of its useful life.

Operating Budget Impact: None.

Estimated Costs and Funding Sources:

Project Estimate	FY 2020 Budget	FY 2021 Forecast	FY 2022 Forecast	FY 2023 Forecast	FY 2024 Forecast	FY 2025 Forecast	Total
Land/Right-of-Way	0	0	0	0	0	0	0
Preliminary Eng.	200,000	0	0	0	0	0	200,000
Construction	0	750,000	0	0	0	0	750,000
Total Estimate	200,000	750,000	0	0	0	0	950,000

Funding Source(s)	FY 2020 Budget	FY 2021 Forecast	FY 2022 Forecast	FY 2023 Forecast	FY 2024 Forecast	FY 2025 Forecast	Total
Sewer Dep. Fund	200,000	750,000	0	0	0	0	950,000
	0	0	0	0	0	0	0
	0	0	0	0	0	0	0
Total Funding	200,000	750,000	0	0	0	0	950,000



Arenoso Lane Sewer Line Replacement

Project No. TBD

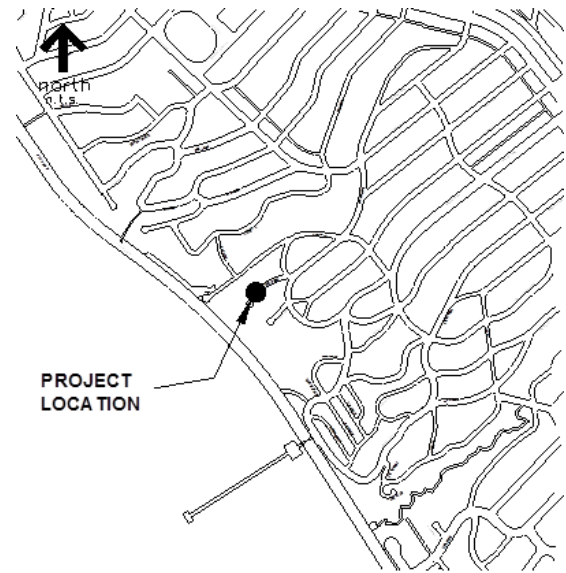
Lead Dept./Division: Public Works/Engineering
Supporting Division: Utilities

Staff Contact: Shawn Ryan
 Associate Civil Engineer
 949-361-6122

Initial Funding Year: FY 2020
Prior Funding: N/A

Target Completion: Spring 2020

General Plan Policy: PSFU-5.10
 (Please refer to the General Plan for policy code descriptions)



Project Description:

A portion of the Arenoso Lane collection system consists of a sewer line within the coastal bluff. Based on CCTV video of the pipeline, a restoration exists at a pipe segment at the top of the bluff. This project is proposed to replace the section of sewer line with the restriction. Construction is anticipated in FY 2020.

Operating Budget Impact: None.

Estimated Costs and Funding Sources:

Project Estimate	FY 2020 Budget	FY 2021 Forecast	FY 2022 Forecast	FY 2023 Forecast	FY 2024 Forecast	FY 2025 Forecast	Total
Land/Right-of-Way	0	0	0	0	0	0	0
Preliminary Eng.	20,000	0	0	0	0	0	20,000
Construction	180,000	0	0	0	0	0	180,000
Total Estimate	200,000	0	0	0	0	0	200,000

Funding Source(s)	FY 2020 Budget	FY 2021 Forecast	FY 2022 Forecast	FY 2023 Forecast	FY 2024 Forecast	FY 2025 Forecast	Total
Sewer Dep. Fund	200,000	0	0	0	0	0	200,000
	0	0	0	0	0	0	0
	0	0	0	0	0	0	0
Total Funding	200,000	0	0	0	0	0	200,000



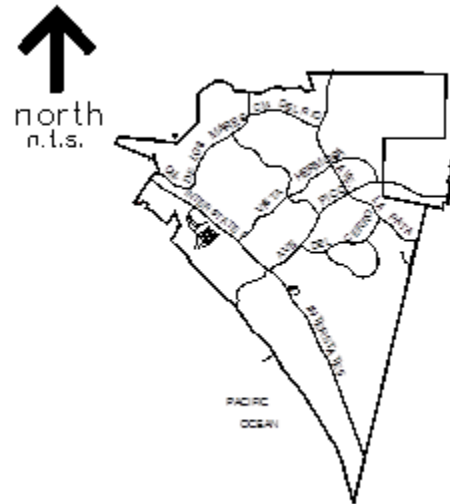
Lead Dept./Division: Utilities
Supporting Division: Public Works/Engineering

Staff Contact: David Rebensdorf
 Utilities Director
 949-361-6130

Initial Funding Year: FY 2002
Prior Funding: \$5,300,000

Target Completion: Spring 2020

General Plan Policy: PSFU-5.10
 (Please refer to the General Plan for policy code descriptions)



Project Description:

The City's Supervisory Control and Data Acquisition (SCADA) System has been completed for the remote Water Distribution and Wastewater Collection Systems. The system provides remote monitoring and control of sites such as pump stations, sewer lift stations, reservoirs and turnouts. The SCADA system for the Water Reclamation Plant (WRP) is under design and will include real-time monitoring and control for many of the systems within the plant.

Operating Budget Impact: None.

Estimated Costs and Funding Sources:

Project Estimate	FY 2020 Budget	FY 2021 Forecast	FY 2022 Forecast	FY 2023 Forecast	FY 2024 Forecast	FY 2025 Forecast	Total
Land/Right-of-Way	0	0	0	0	0	0	0
Preliminary Eng.	0	0	0	0	0	0	0
Construction	200,000	0	0	0	0	0	200,000
Total Estimate	200,000	0	0	0	0	0	200,000

Funding Source(s)	FY 2020 Budget	FY 2021 Forecast	FY 2022 Forecast	FY 2023 Forecast	FY 2024 Forecast	FY 2025 Forecast	Total
Sewer Dep. Fund	200,000	0	0	0	0	0	200,000
	0	0	0	0	0	0	0
	0	0	0	0	0	0	0
Total Funding	200,000	0	0	0	0	0	200,000



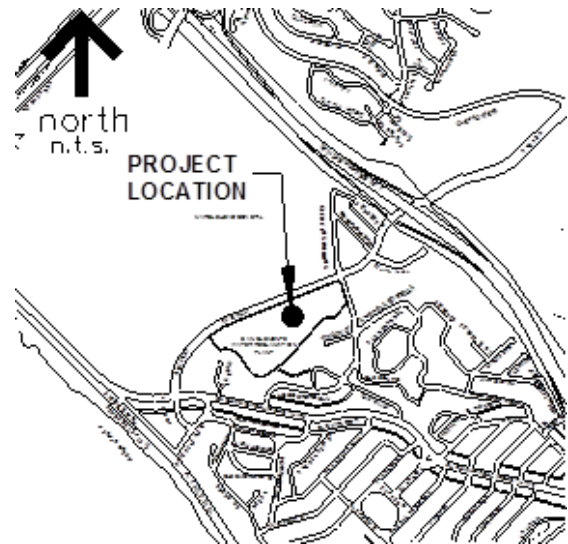
Lead Dept./Division: Utilities
Supporting Division: Public Works/Engineering

Staff Contact: David Rebensdorf
 Utilities Director
 949-361-6130

Initial Funding Year: FY 2016
Prior Funding: \$1,000,000

Target Completion: Summer 2021

General Plan Policy: PSFU-5.10
 (Please refer to the General Plan for policy code descriptions)



Project Description:

The Water Reclamation Plant (WRP) main power distribution facilities are over 25 years old and are in need of replacement to maintain vital City operations at the WRP. The first phase of the project includes replacement of the main switchgear and electrical wiring. The proposed funding is for the replacement of select motor controls systems, with construction anticipated in FY 2020.

Operating Budget Impact: None.

Estimated Costs and Funding Sources:

Project Estimate	FY 2020 Budget	FY 2021 Forecast	FY 2022 Forecast	FY 2023 Forecast	FY 2024 Forecast	FY 2025 Forecast	Total
Land/Right-of-Way	0	0	0	0	0	0	0
Preliminary Eng.	0	0	0	0	0	0	0
Construction	500,000	350,000	0	0	0	0	850,000
Total Estimate	500,000	350,000	0	0	0	0	850,000

Funding Source(s)	FY 2020 Budget	FY 2021 Forecast	FY 2022 Forecast	FY 2023 Forecast	FY 2024 Forecast	FY 2025 Forecast	Total
Sewer Dep. Fund	500,000	350,000	0	0	0	0	850,000
	0	0	0	0	0	0	0
	0	0	0	0	0	0	0
Total Funding	500,000	350,000	0	0	0	0	850,000



La Pata Lift Station Wet Well Rehabilitation

Project No. TBD

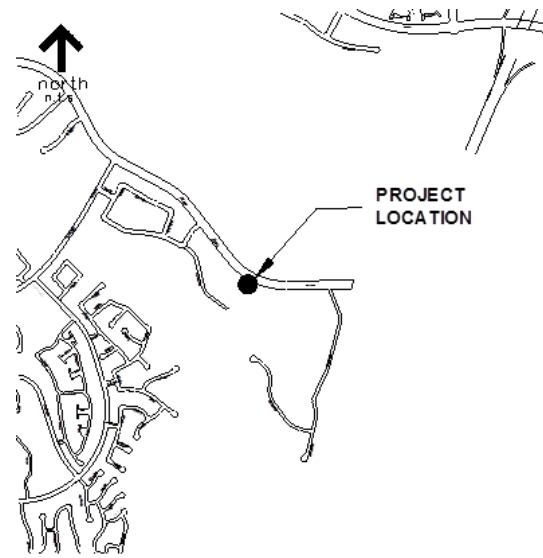
Lead Dept./Division: Public Works/Engineering
Supporting Division: Utilities

Staff Contact: Shawn Ryan
 Associate Civil Engineer
 949-361-6122

Initial Funding Year: FY 2020
Prior Funding: N/A

Target Completion: Fall 2020

General Plan Policy: PSFU-5.10
 (Please refer to the General Plan for policy code descriptions)



Project Description:

La Pata Lift Station was designed and built to serve a portion of Rancho San Clemente Business Park. Sewer flow is highly variable due to the change in tenants and business types. The lift station was designed to accommodate peak sewer flows, making operation of the lift station challenging during low flows. The proposed project modifies the wet well or sewer containment area into a smaller zone to better accommodate low sewer flows.

Operating Budget Impact: None.

Estimated Costs and Funding Sources:

Project Estimate	FY 2020 Budget	FY 2021 Forecast	FY 2022 Forecast	FY 2023 Forecast	FY 2024 Forecast	FY 2025 Forecast	Total
Land/Right-of-Way	0	0	0	0	0	0	0
Preliminary Eng.	10,000	0	0	0	0	0	10,000
Construction	90,000	0	0	0	0	0	90,000
Total Estimate	100,000	0	0	0	0	0	100,000

Funding Source(s)	FY 2020 Budget	FY 2021 Forecast	FY 2022 Forecast	FY 2023 Forecast	FY 2024 Forecast	FY 2025 Forecast	Total
Sewer Dep. Fund	100,000	0	0	0	0	0	100,000
	0	0	0	0	0	0	0
	0	0	0	0	0	0	0
Total Funding	100,000	0	0	0	0	0	100,000



Sewer System Lining

Project No. 28206

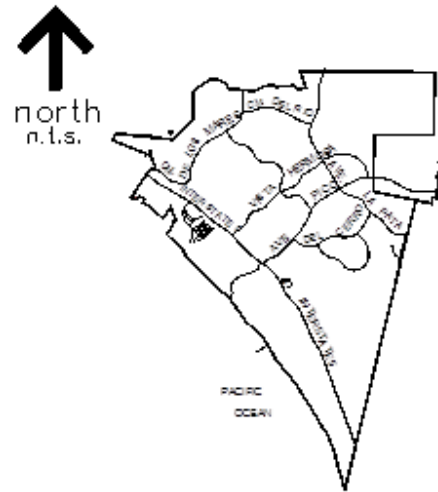
Lead Dept./Division: Public Works/Engineering
Supporting Division: Utilities

Staff Contact: Shawn Ryan
 Associate Civil Engineer
 949-361-6122

Initial Funding Year: Annual
Prior Funding: Typically \$200,000 every year

Target Completion: Summer 2021

General Plan Policy: PSFU-5.10
 (Please refer to the General Plan for policy code descriptions)



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, using 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.

Operating Budget Impact: The installation of cured-in-place pipe lining will increase the useful life of the sewer line.

Estimated Costs and Funding Sources:

Project Estimate	FY 2020 Budget	FY 2021 Forecast	FY 2022 Forecast	FY 2023 Forecast	FY 2024 Forecast	FY 2025 Forecast	Total
Land/Right-of-Way	0	0	0	0	0	0	0
Preliminary Eng.	0	0	0	0	0	0	0
Construction	300,000	200,000	200,000	200,000	200,000	200,000	1,300,000
Total Estimate	300,000	200,000	200,000	200,000	200,000	200,000	1,300,000

Funding Source(s)	FY 2020 Budget	FY 2021 Forecast	FY 2022 Forecast	FY 2023 Forecast	FY 2024 Forecast	FY 2025 Forecast	Total
Sewer Dep. Fund	300,000	200,000	200,000	200,000	200,000	200,000	1,300,000
	0	0	0	0	0	0	0
	0	0	0	0	0	0	0
Total Funding	300,000	200,000	200,000	200,000	200,000	200,000	1,300,000



Sewer System Rehabilitation

Project No. 24200

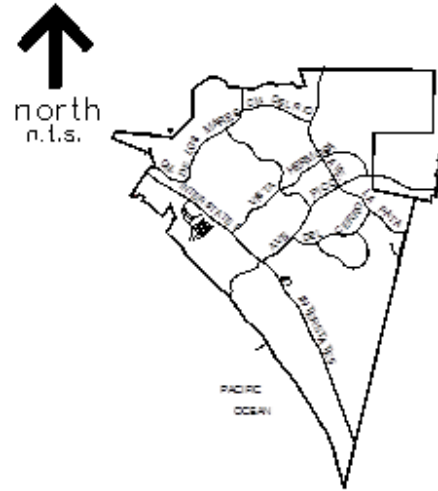
Lead Dept./Division: Utilities
Supporting Division: Public Works/Engineering

Staff Contact: David Rebensdorf
 Utilities Director
 949-361-6130

Initial Funding Year: Annual
Prior Funding: Typically \$300,000 every year

Target Completion: Summer 2020

General Plan Policy: PSFU-5.10
 (Please refer to the General Plan for policy code descriptions)



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 on pump station valves, motors, pumps and pipelines to improve the overall sewer system.

Operating Budget Impact: None.

Estimated Costs and Funding Sources:

Project Estimate	FY 2020 Budget	FY 2021 Forecast	FY 2022 Forecast	FY 2023 Forecast	FY 2024 Forecast	FY 2025 Forecast	Total
Land/Right-of-Way	0	0	0	0	0	0	0
Preliminary Eng.	0	0	0	0	0	0	0
Construction	300,000	300,000	300,000	300,000	300,000	300,000	1,800,000
Total Estimate	300,000	300,000	300,000	300,000	300,000	300,000	1,800,000

Funding Source(s)	FY 2020 Budget	FY 2021 Forecast	FY 2022 Forecast	FY 2023 Forecast	FY 2024 Forecast	FY 2025 Forecast	Total
Sewer Dep. Fund	300,000	300,000	300,000	300,000	300,000	300,000	1,800,000
	0	0	0	0	0	0	0
	0	0	0	0	0	0	0
Total Funding	300,000	300,000	300,000	300,000	300,000	300,000	1,800,000



WRP Sluice Gate Replacement

Project No. 26212

Lead Dept./Division: Utilities
Supporting Division: Public Works/Engineering

Staff Contact: David Rebensdorf
 Utilities Director
 949-361-6130

Initial Funding Year: FY 2016
Prior Funding: \$75,000

Target Completion: Summer 2020

General Plan Policy: PSFU-5.10
 (Please refer to the General Plan for policy code descriptions)



Project Description:

Multiple sluice gates throughout the Water Reclamation Plant have reached the end of their useful life due to corrosion and are in need of replacement.

Operating Budget Impact: None.

Estimated Costs and Funding Sources:

Project Estimate	FY 2020 Budget	FY 2021 Forecast	FY 2022 Forecast	FY 2023 Forecast	FY 2024 Forecast	FY 2025 Forecast	Total
Land/Right-of-Way	0	0	0	0	0	0	0
Preliminary Eng.	0	0	0	0	0	0	0
Construction	100,000	0	0	0	0	0	100,000
Total Estimate	100,000	0	0	0	0	0	100,000

Funding Source(s)	FY 2020 Budget	FY 2021 Forecast	FY 2022 Forecast	FY 2023 Forecast	FY 2024 Forecast	FY 2025 Forecast	Total
Sewer Dep. Fund	100,000	0	0	0	0	0	100,000
	0	0	0	0	0	0	0
	0	0	0	0	0	0	0
Total Funding	100,000	0	0	0	0	0	100,000

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 2019-20 budget includes 6 capital improvement projects for \$4.9 million and 9 maintenance projects in the amount of \$2.0 million.

Capital improvement projects are listed below:

- Alley Pavement Rehabilitation FY 2020
- Arterial Street Pavement Maintenance FY 2020
- Camino De Los Mares Rehabilitation- Ave. Vaquero to I-5
- Del Mar Electrical Services & Street Tree Rehabilitation
- Sidewalk Improvements / CDBG
- Street Improvement Projects FY 2020

Maintenance and other projects in FY 2019-20 are:

- As Needed Pavement Repairs
- Major Street Maintenance FY 2020
- San Clemente Trolley Operation
- Sewer System Replacement
- Sidewalk Repair & Improvements FY 2020
- Slurry Seal FY 2020
- Street Improvement Design

- Traffic Calming Program
- Water System Replacement

Individual project sheets for both capital improvement projects and maintenance projects are on the following pages.

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



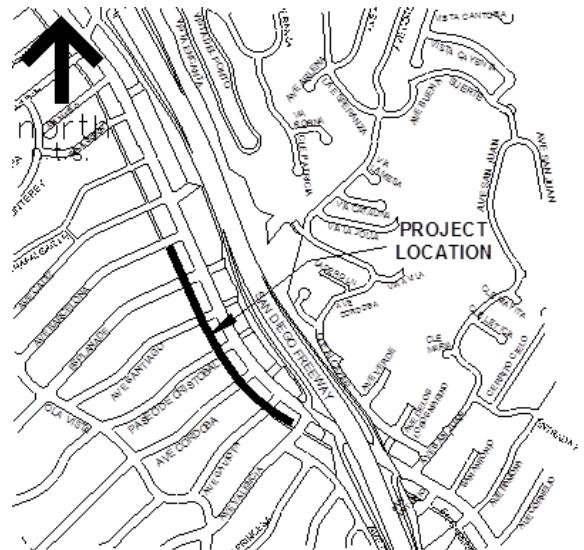
Lead Dept./Division: Public Works/Engineering
Supporting Division: Public Works/Maintenance

Staff Contact: Darra Koger
 Senior Civil Engineer
 949-361-6138

Initial Funding Year: Annual
Prior Funding: Typically \$690,000 every year

Target Completion: Spring 2020

General Plan Policy: M-1.01
 (Please refer to the General Plan for policy code descriptions)



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 2020 include the alleys to the east of El Camino Real from Avenida Barcelona to West Avenida Valencia, and possibly other segments if funds permit. This project is part of a several year program to rehabilitate the City's public alleys.

Operating Budget Impact: None.

Estimated Costs and Funding Sources:

Project Estimate	FY 2020 Budget	FY 2021 Forecast	FY 2022 Forecast	FY 2023 Forecast	FY 2024 Forecast	FY 2025 Forecast	Total
Land/Right-of-Way	0	0	0	0	0	0	0
Preliminary Eng.	90,000	0	0	0	0	0	90,000
Construction	600,000	0	0	0	0	0	600,000
Total Estimate	690,000	0	0	0	0	0	690,000

Funding Source(s)	FY 2020 Budget	FY 2021 Forecast	FY 2022 Forecast	FY 2023 Forecast	FY 2024 Forecast	FY 2025 Forecast	Total
Street Imp. Fund	690,000	0	0	0	0	0	690,000
	0	0	0	0	0	0	0
	0	0	0	0	0	0	0
Total Funding	690,000	0	0	0	0	0	690,000



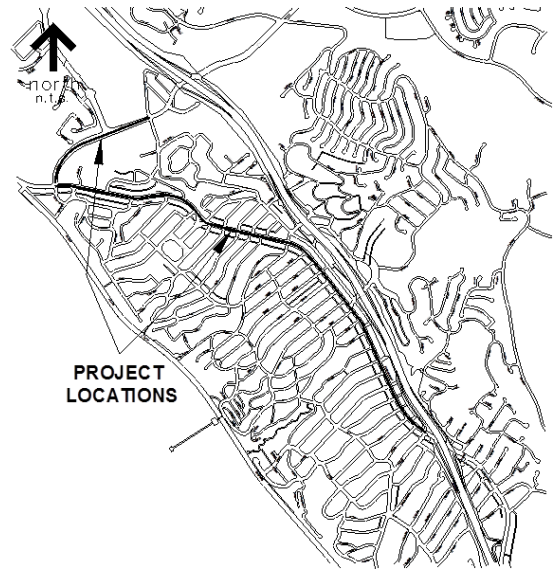
Lead Dept./Division: Public Works/Engineering
Supporting Division: Public Works/Maintenance

Staff Contact: Darra Koger
 Senior Civil Engineer
 949-361-6138

Initial Funding Year: FY 2017
Prior Funding: \$1,300,000

Target Completion: Spring 2020

General Plan Policy: M-1.01
 (Please refer to the General Plan for policy code descriptions)



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. The projects for FY 2020 include: street segments on N. El Camino Real approximately between Avenida Pico to W. Avenida Valencia, and Avenida Pico from El Camino Real and Calle Los Molinos and others if funds permit.

Operating Budget Impact: None.

Estimated Costs and Funding Sources:

Project Estimate	FY 2020 Budget	FY 2021 Forecast	FY 2022 Forecast	FY 2023 Forecast	FY 2024 Forecast	FY 2025 Forecast	Total
Land/Right-of-Way	0	0	0	0	0	0	0
Preliminary Eng.	80,000	0	0	0	0	0	80,000
Construction	1,370,000	0	0	0	0	0	1,370,000
Total Estimate	1,450,000	0	0	0	0	0	1,450,000

Funding Source(s)	FY 2020 Budget	FY 2021 Forecast	FY 2022 Forecast	FY 2023 Forecast	FY 2024 Forecast	FY 2025 Forecast	Total
Gas Tax Fund	1,450,000	0	0	0	0	0	1,450,000
	0	0	0	0	0	0	0
	0	0	0	0	0	0	0
Total Funding	1,450,000	0	0	0	0	0	1,450,000



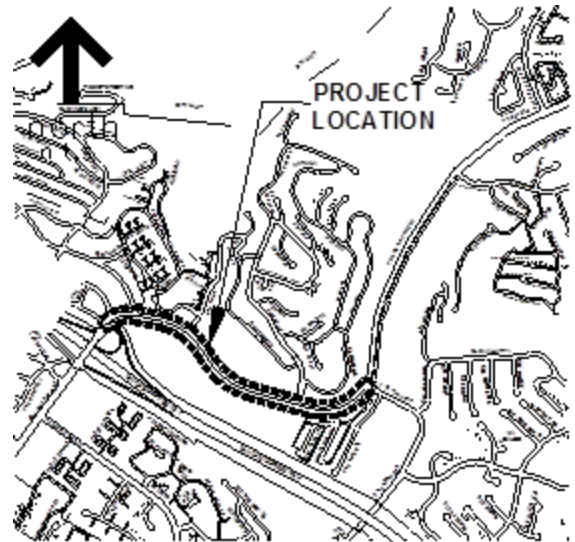
Lead Dept./Division: Public Works/Engineering
Supporting Division: Public Works/Maintenance

Staff Contact: Darra Koger
 Senior Civil Engineer
 949-361-6138

Initial Funding Year: FY 2019
Prior Funding: \$1,780,000

Target Completion: Spring 2020

General Plan Policy: UD-4.01, UD-4.02, S-7.01
 (Please refer to the General Plan for policy code descriptions)



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. This request will supplement existing funding to account for increased estimated project costs.

Operating Budget Impact: None.

Estimated Costs and Funding Sources:

Project Estimate	FY 2020 Budget	FY 2021 Forecast	FY 2022 Forecast	FY 2023 Forecast	FY 2024 Forecast	FY 2025 Forecast	Total
Land/Right-of-Way	0	0	0	0	0	0	0
Preliminary Eng.	0	0	0	0	0	0	0
Construction	1,000,000	0	0	0	0	0	1,000,000
Total Estimate	1,000,000	0	0	0	0	0	1,000,000

Funding Source(s)	FY 2020 Budget	FY 2021 Forecast	FY 2022 Forecast	FY 2023 Forecast	FY 2024 Forecast	FY 2025 Forecast	Total
Gas Tax Fund	0	0	0	0	0	0	0
Gas Tax RMRA Fund	1,000,000	0	0	0	0	0	1,000,000
Utilities Fund	0	0	0	0	0	0	0
General Fund	0	0	0	0	0	0	0
Total Funding	1,000,000	0	0	0	0	0	1,000,000



Del Mar Electrical Services & Street Tree Rehabilitation

Project No. 19807

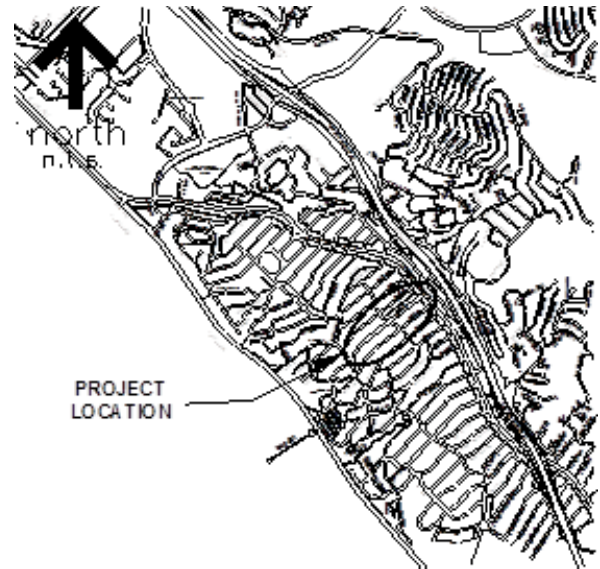
Lead Dept./Division: Public Works/Engineering
Supporting Division: Public Works/Maintenance

Staff Contact: Shawn Ryan
 Associate Civil Engineer
 949-361-6122

Initial Funding Year: FY 2019
Prior Funding: \$100,000

Target Completion: Spring 2021

General Plan Policy: BPR-2.03, UD-4.01
 (Please refer to the General Plan for policy code descriptions)



Project Description:

The City is seeking to upgrade the existing electrical services that provide holiday tree lighting and special event power along Avenida Del Mar. Over the years the Carrotwood tree’s roots have wrapped the existing tree well receptacles and in some cases broken conduits. The project proposes to preserve the trees where possible, abandoning old conduit runs to the existing tree, expanding the tree well where a new receptacle and conduit loop can be installed. If the services are not replaced in the near future, the City will not be able to provide power for special events and tree lighting.

Operating Budget Impact: None

Estimated Costs and Funding Sources:

Project Estimate	FY 2020 Budget	FY 2021 Forecast	FY 2022 Forecast	FY 2023 Forecast	FY 2024 Forecast	FY 2025 Forecast	Total
Land/Right-of-Way	0	0	0	0	0	0	0
Preliminary Eng.	100,000	0	0	0	0	0	100,000
Construction	0	1,800,000	0	0	0	0	1,800,000
Total Estimate	100,000	1,800,000	0	0	0	0	1,900,000

Funding Source(s)	FY 2020 Budget	FY 2021 Forecast	FY 2022 Forecast	FY 2023 Forecast	FY 2024 Forecast	FY 2025 Forecast	Total
General Fund	100,000	1,800,000	0	0	0	0	1,900,000
	0	0	0	0	0	0	0
	0	0	0	0	0	0	0
Total Funding	100,000	1,800,000	0	0	0	0	1,900,000



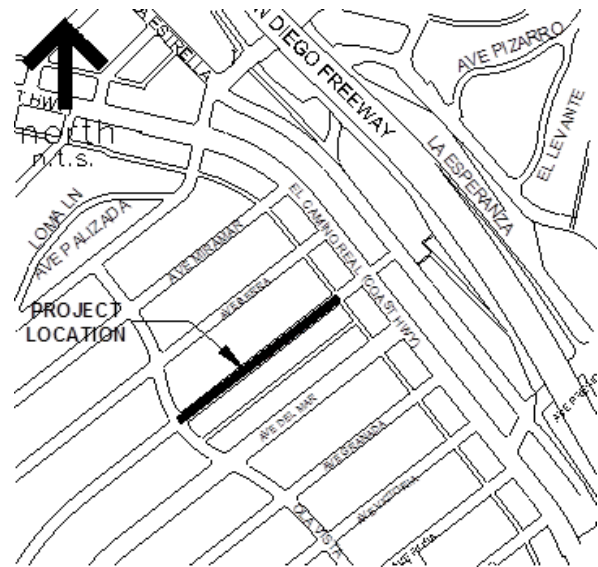
Lead Dept./Division: Public Works/Engineering
Supporting Division: Community Development/Planning

Staff Contact: Darra Koger
 Senior Civil Engineer
 949-361-6138

Initial Funding Year: Annual
Prior Funding: Typically \$130,000 every year

Target Completion: Spring 2020

General Plan Policy: UD-4.01, UD-4.02, S-7.01
 (Please refer to the General Plan for policy code descriptions)



Project Description:

The CDBG Sidewalk Improvements Program was developed to install missing sidewalk sections within the CDBG target area. The 2019 project will install sidewalk along both sides of the 100 -200 block of Avenida Cabrillo within the CDBG target area.

Operating Budget Impact: None

Estimated Costs and Funding Sources:

Project Estimate	FY 2020 Budget	FY 2021 Forecast	FY 2022 Forecast	FY 2023 Forecast	FY 2024 Forecast	FY 2025 Forecast	Total
Land/Right-of-Way	0	0	0	0	0	0	0
Preliminary Eng.	0	0	0	0	0	0	0
Construction	130,000	0	0	0	0	0	130,000
Total Estimate	130,000	0	0	0	0	0	130,000

Funding Source(s)	FY 2020 Budget	FY 2021 Forecast	FY 2022 Forecast	FY 2023 Forecast	FY 2024 Forecast	FY 2025 Forecast	Total
Misc. Grants – CDBG	130,000	0	0	0	0	0	130,000
	0	0	0	0	0	0	0
	0	0	0	0	0	0	0
Total Funding	130,000	0	0	0	0	0	130,000



Lead Dept./Division: Public Works/Engineering
Supporting Division: Public Works/Maintenance

Staff Contact: Darra Koger
 Senior Civil Engineer
 949-361-6138

Initial Funding Year: Annual
Prior Funding: Typically, \$1,500,000 every year

Target Completion: Spring 2020

General Plan Policy: M-1.01, M-1.20, M-3.02
 (Please refer to the General Plan for policy code descriptions)



Project Description:

The project consists of rehabilitating Avenida Buena Suerte, Vista Valinda, Avenida Cabrillo, Avenida Miramar, Avenida Granada, Avenida Del Mar, Avenida Presidio, and Avenida Sierra. 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.

Operating Budget Impact: None.

Estimated Costs and Funding Sources:

Project Estimate	FY 2020 Budget	FY 2021 Forecast	FY 2022 Forecast	FY 2023 Forecast	FY 2024 Forecast	FY 2025 Forecast	Total
Land/Right-of-Way	0	0	0	0	0	0	0
Preliminary Eng.	50,000	0	0	0	0	0	50,000
Construction	1,450,000	0	0	0	0	0	1,450,000
Total Estimate	1,500,000	0	0	0	0	0	1,500,000

Funding Source(s)	FY 2020 Budget	FY 2021 Forecast	FY 2022 Forecast	FY 2023 Forecast	FY 2024 Forecast	FY 2025 Forecast	Total
Street Imp. Fund	1,500,000	0	0	0	0	0	1,500,000
Total Funding	1,500,000	0	0	0	0	0	1,500,000



As Needed Pavement Repairs

Project No. 27306

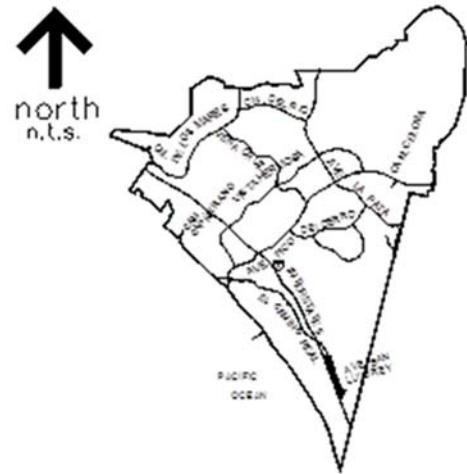
Lead Dept./Division: Public Works/Engineering
Supporting Division: Public Works/Maintenance

Staff Contact: Darra Koger
 Senior Civil Engineer
 949-361-6138

Initial Funding Year: FY 2017
Prior Funding: \$300,000

Target Completion: Spring 2020

General Plan Policy: UD-4.01, UD-4.02, S-7.01
 (Please refer to the General Plan for policy code descriptions)



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 once a master contract is approved by the City Council.

Operating Budget Impact: None.

Estimated Costs and Funding Sources:

Project Estimate	FY 2020 Budget	FY 2021 Forecast	FY 2022 Forecast	FY 2023 Forecast	FY 2024 Forecast	FY 2025 Forecast	Total
Land/Right-of-Way	0	0	0	0	0	0	0
Preliminary Eng.	0	0	0	0	0	0	0
Construction	300,000	0	0	0	0	0	300,000
Total Estimate	300,000	0	0	0	0	0	300,000

Funding Source(s)	FY 2020 Budget	FY 2021 Forecast	FY 2022 Forecast	FY 2023 Forecast	FY 2024 Forecast	FY 2025 Forecast	Total
Street Imp. Fund	300,000	0	0	0	0	0	300,000
	0	0	0	0	0	0	0
	0	0	0	0	0	0	0
Total Funding	300,000	0	0	0	0	0	300,000



Major Street Maintenance FY 2020

Project No. TBD

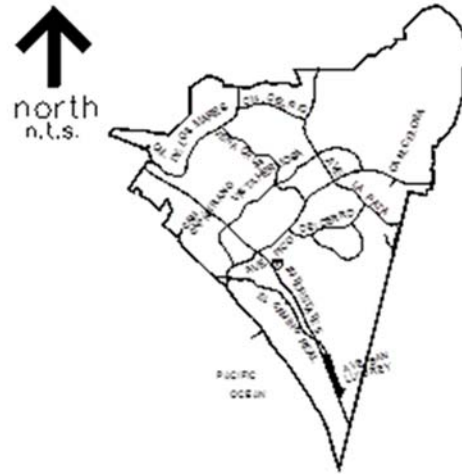
Lead Dept./Division: Public Works/Engineering
Supporting Division: Public Works/Maintenance

Staff Contact: Darra Koger
 Senior Civil Engineer
 949-361-6138

Initial Funding Year: Annual
Prior Funding: Typically \$550,000 every year

Target Completion: Summer 2020

General Plan Policy: M-1.01
 (Please refer to the General Plan for policy code descriptions)



Project Description:

The City allocates \$550,000 annually to supplement funding for street related improvements. This FY 2020 project will rehabilitate selected City-owned parking lots which are not part of the formal Street Improvement Program. Proposed lots include: the Pier Bowl lots, Ole Hanson Beach Club, Richard Steed Memorial Park, 535 Avenida Fabricante, and others if funding permits. Anticipated work includes new pavement section, pavement overlay and/or slurry seal depending on the pavement condition of the lot. This project continues the rehabilitation of City-owned parking lots which started last year.

Operating Budget Impact: None.

Estimated Costs and Funding Sources:

Project Estimate	FY 2020 Budget	FY 2021 Forecast	FY 2022 Forecast	FY 2023 Forecast	FY 2024 Forecast	FY 2025 Forecast	Total
Land/Right-of-Way	0	0	0	0	0	0	0
Preliminary Eng.	15,000	0	0	0	0	0	15,000
Construction	535,000	250,000	250,000	250,000	250,000	250,000	1,785,000
Total Estimate	550,000	250,000	250,000	250,000	250,000	250,000	1,800,000

Funding Source(s)	FY 2020 Budget	FY 2021 Forecast	FY 2022 Forecast	FY 2023 Forecast	FY 2024 Forecast	FY 2025 Forecast	Total
General Fund	500,000	200,000	200,000	200,000	200,000	200,000	1,500,000
Water Deprec. Fund	25,000	25,000	25,000	25,000	25,000	25,000	150,000
Sewer Deprec. Fund	25,000	25,000	25,000	25,000	25,000	25,000	150,000
Total Funding	550,000	250,000	250,000	250,000	250,000	250,000	1,800,000



San Clemente Trolley Operation

Project No. 28801

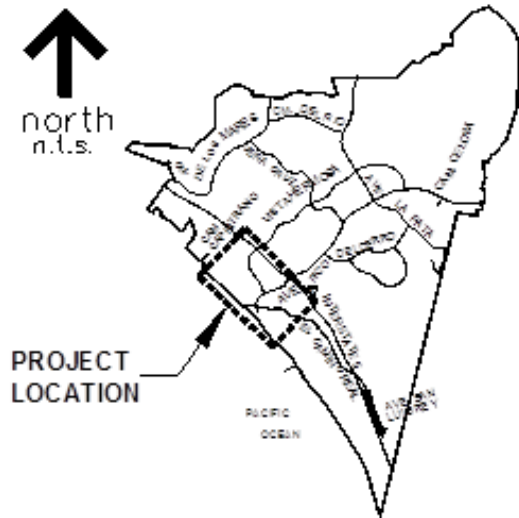
Lead Dept./Division: Public Works/Engineering
Supporting Division: Public Works/Maintenance

Staff Contact: JJ Knechtel
 Management Analyst
 949-361-6115

Initial Funding Year: FY 2017
Prior Funding: \$1,400,000

Target Completion: Summer 2022

General Plan Policy: M-1.09, M-2.08
 (Please refer to the General Plan for policy code descriptions)



Project Description:

Daily operation of San Clemente Trolley from Memorial Day to end of September each summer. Starting in 2019 the trolley will operate two routes: the downtown route and the northern route to connect with the Dana Point Trolley.

Operating Budget Impact: Starting in FY 2020, General Fund appropriations will be needed for the required grant funding match due to Air Quality Management District (AQMD) funding rules, which will start phasing out AQMD matching funds. Starting in FY 2024, to continue the trolley will require a significant increase to the General Fund contribution, since the Orange County Transit Authority (OCTA) grants will expire. Therefore, the City would need to fund the entire cost of the trolley program starting with Summer 2023 service, if no other grant funds become available.

Estimated Costs and Funding Sources:

Project Estimate	FY 2020 Budget	FY 2021 Forecast	FY 2022 Forecast	FY 2023 Forecast	FY 2024 Forecast	FY 2025 Forecast	Total
Land/Right-of-Way	0	0	0	0	0	0	0
Preliminary Eng.	0	0	0	0	0	0	0
Operations	403,567	408,567	417,567	426,567	430,000	450,000	2,536,268
Total Estimate	403,567	408,567	417,567	426,567	430,000	450,000	2,536,268

Funding Source(s)	FY 2020 Budget	FY 2021 Forecast	FY 2022 Forecast	FY 2023 Forecast	FY 2024 Forecast	FY 2025 Forecast	Total
OCTA Grant	362,015	366,515	374,615	382,715	0	0	1,485,860
Air Quality Fund	28,400	28,900	0	0	0	0	57,300
General Fund	13,152	13,152	42,952	43,852	430,000	450,000	993,108
Total Funding	403,567	408,567	417,567	426,567	430,000	450,000	2,536,268



Sewer System Replacement FY 2020

Project No. TBD

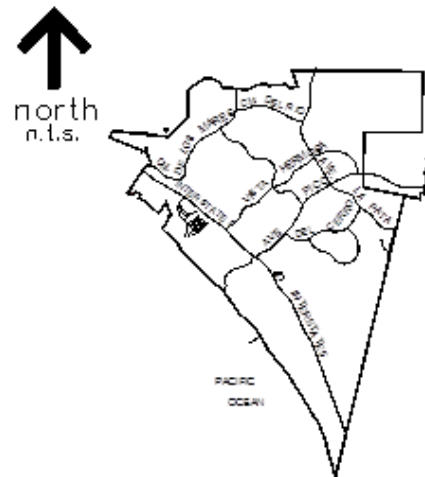
Lead Dept./Division: Public Works/Engineering
Supporting Division: Utilities

Staff Contact: Darra Koger
 Senior Civil Engineer
 949-361-6138

Initial Funding Year: Annual
Prior Funding: Typically \$100,000 every year

Target Completion: Summer 2020

General Plan Policy: M-1.01
 (Please refer to the General Plan for policy code descriptions)



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.

Operating Budget Impact: None.

Estimated Costs and Funding Sources:

Project Estimate	FY 2020 Budget	FY 2021 Forecast	FY 2022 Forecast	FY 2023 Forecast	FY 2024 Forecast	FY 2025 Forecast	Total
Land/Right-of-Way	0	0	0	0	0	0	0
Preliminary Eng.	0	0	0	0	0	0	0
Construction	100,000	100,000	100,000	100,000	100,000	100,000	600,000
Total Estimate	100,000	100,000	100,000	100,000	100,000	100,000	600,000

Funding Source(s)	FY 2020 Budget	FY 2021 Forecast	FY 2022 Forecast	FY 2023 Forecast	FY 2024 Forecast	FY 2025 Forecast	Total
Street Imp. Fund	100,000	100,000	100,000	100,000	100,000	100,000	600,000
	0	0	0	0	0	0	0
	0	0	0	0	0	0	0
Total Funding	100,000	100,000	100,000	100,000	100,000	100,000	600,000



Sidewalk Repair & Improvement FY 2020

Project No. TBD

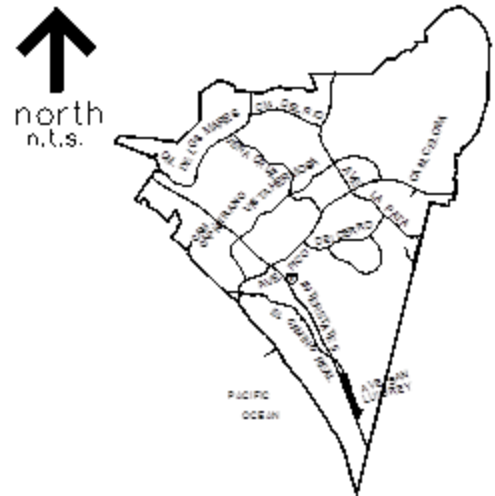
Lead Dept./Division: Public Works/Engineering
Supporting Division: Public Works/Maintenance

Staff Contact: Chris Tanio
 Associate Civil Engineer
 949-361-6128

Initial Funding Year: Annual
Prior Funding: Typically \$150,000 every year

Target Completion: Summer 2020

General Plan Policy: M-2.13, M-2.26
 (Please refer to the General Plan for policy code descriptions)



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.

Operating Budget Impact: None.

Estimated Costs and Funding Sources:

Project Estimate	FY 2020 Budget	FY 2021 Forecast	FY 2022 Forecast	FY 2023 Forecast	FY 2024 Forecast	FY 2025 Forecast	Total
Land/Right-of-Way	0	0	0	0	0	0	0
Preliminary Eng.	0	0	0	0	0	0	0
Construction	150,000	550,000	550,000	550,000	550,000	550,000	2,900,000
Total Estimate	150,000	550,000	550,000	550,000	550,000	550,000	2,900,000

Funding Source(s)	FY 2020 Budget	FY 2021 Forecast	FY 2022 Forecast	FY 2023 Forecast	FY 2024 Forecast	FY 2025 Forecast	Total
General Fund	150,000	550,000	550,000	550,000	550,000	550,000	2,900,000
	0	0	0	0	0	0	0
	0	0	0	0	0	0	0
Total Funding	150,000	550,000	550,000	550,000	550,000	550,000	2,900,000



Slurry Seal FY 2020

Project No. TBD

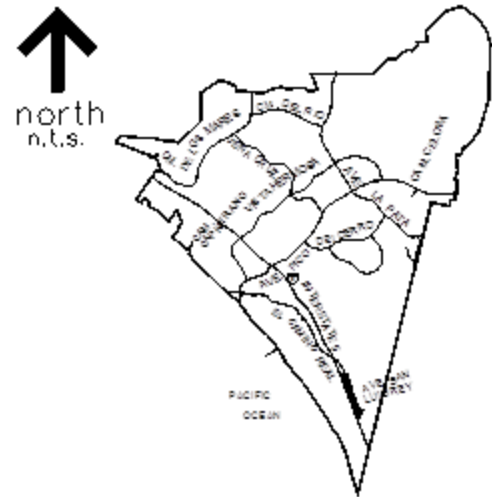
Lead Dept./Division: Public Works/Engineering
Supporting Division: Public Works/Maintenance

Staff Contact: Darra Koger
 Senior Civil Engineer
 949-361-6138

Initial Funding Year: Annual
Prior Funding: Typically \$250,000 every year

Target Completion: Summer 2020

General Plan Policy: M-1.01
 (Please refer to the General Plan for policy code descriptions)



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.

Operating Budget Impact: None.

Estimated Costs and Funding Sources:

Project Estimate	FY 2020 Budget	FY 2021 Forecast	FY 2022 Forecast	FY 2023 Forecast	FY 2024 Forecast	FY 2025 Forecast	Total
Land/Right-of-Way	0	0	0	0	0	0	0
Preliminary Eng.	0	0	0	0	0	0	0
Construction	250,000	150,000	150,000	150,000	150,000	150,000	1,000,000
Total Estimate	250,000	150,000	150,000	150,000	150,000	150,000	1,000,000

Funding Source(s)	FY 2020 Budget	FY 2021 Forecast	FY 2022 Forecast	FY 2023 Forecast	FY 2024 Forecast	FY 2025 Forecast	Total
General Fund	250,000	150,000	150,000	150,000	150,000	150,000	1,000,000
	0	0	0	0	0	0	0
	0	0	0	0	0	0	0
Total Funding	250,000	150,000	150,000	150,000	150,000	150,000	1,000,000



Water System Replacement

Project No. TBD

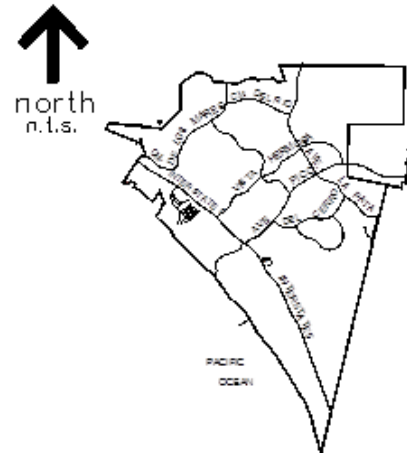
Lead Dept./Division: Public Works/Engineering
Supporting Division: Utilities

Staff Contact: Darra Koger
 Senior Civil Engineer
 949-361-6138

Initial Funding Year: Annual
Prior Funding: Typically \$100,000 every year

Target Completion: Summer 2020

General Plan Policy: PSFU-5.05
 (Please refer to the General Plan for policy code descriptions)



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.

Operating Budget Impact: None.

Estimated Costs and Funding Sources:

Project Estimate	FY 2020 Budget	FY 2021 Forecast	FY 2022 Forecast	FY 2023 Forecast	FY 2024 Forecast	FY 2025 Forecast	Total
Land/Right-of-Way	0	0	0	0	0	0	0
Preliminary Eng.	0	0	0	0	0	0	0
Construction	100,000	100,000	100,000	100,000	100,000	100,000	600,000
Total Estimate	100,000	100,000	100,000	100,000	100,000	100,000	600,000

Funding Source(s)	FY 2020 Budget	FY 2021 Forecast	FY 2022 Forecast	FY 2023 Forecast	FY 2024 Forecast	FY 2025 Forecast	Total
Water Depreciation	100,000	100,000	100,000	100,000	100,000	100,000	600,000
	0	0	0	0	0	0	0
	0	0	0	0	0	0	0
Total Funding	100,000	100,000	100,000	100,000	100,000	100,000	600,000

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 2019-20 budget includes 4 capital improvement projects for a total of \$4.7 million and 4 maintenance projects in the amount of \$2.4 million.

Capital improvement projects are listed as follows:

- Blanco Pump Station Rehabilitation
- Calle Real Pump Station Rehabilitation
- Recycled Water Expansion Phase II
- Well Filter Plant Rehabilitation

Maintenance and other projects in FY 2019-20 are:

- JRWSS Agency Projects
- Meter Replacements
- Reservoir No. 9 Drainage Improvements
- Water System Rehabilitation

Individual project sheets for both capital improvement projects and maintenance projects are on the following pages.

Funding Sources

Funding for these improvements will be from the Water Fund Depreciation Reserve, the Water Acreage Fee Reserve, and the Water Other Agency Reserve. The Water Depreciation Reserve consists of funds set aside from the Water Operating Fund to pay for replacement equipment, or to rebuild existing water system infrastructure. The Water Other Agency Fund is used to set aside funds for repair and replacement of Joint Regional Water Supply System (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

Capital Improvement Program

Water

that development driven infrastructure improvements are fully funded by the developers.

The City does not anticipate a lack of funding in the near future, but has determined the following alternatives may be used to finance projects:

- Additional issuance of debt (bond, notes, advances from other funds)
- Rate increases
- Additional acreage development fees
- Other grant funding sources
- Funding from an alternative City fund
- Reallocation of funds from existing projects



Blanco Pump Station Rehabilitation

Project No. 16406

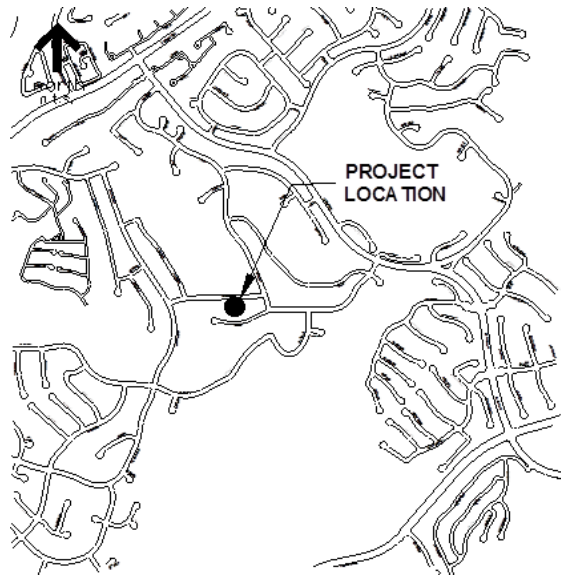
Lead Dept./Division: Utilities
Supporting Division: Public Works/Engineering

Staff Contact: David Rebensdorf
 Utilities Director
 949-361-6130

Initial Funding Year: FY 2016
Prior Funding: \$250,000

Target Completion: Fall 2020

General Plan Policy: PSFU-5.05
 (Please refer to the General Plan for policy code descriptions)



Project Description:

This project will rehabilitate the potable water pump station on Via Blanco that conveys water to Reservoir No. 9. The pump station is at the end of its useful life and is in need of rehabilitation. Based on the recommendations from a recent study, the pump station will be expanded to provide greater pumping capacity. The increased capacity will improve system performance based on the loss of a critical easement line.

Operating Budget Impact: None.

Estimated Costs and Funding Sources:

Project Estimate	FY 2020 Budget	FY 2021 Forecast	FY 2022 Forecast	FY 2023 Forecast	FY 2024 Forecast	FY 2025 Forecast	Total
Land/Right-of-Way	0	0	0	0	0	0	0
Preliminary Eng.	0	0	0	0	0	0	0
Construction	2,800,000	0	0	0	0	0	2,800,000
Total Estimate	2,800,000	0	0	0	0	0	2,800,000

Funding Source(s)	FY 2020 Budget	FY 2021 Forecast	FY 2022 Forecast	FY 2023 Forecast	FY 2024 Forecast	FY 2025 Forecast	Total
Water Dep. Fund	2,800,000	0	0	0	0	0	2,800,000
	0	0	0	0	0	0	0
	0	0	0	0	0	0	0
Total Funding	2,800,000	0	0	0	0	0	2,800,000



Calle Real Pump Station Rehabilitation

Project No. 19516

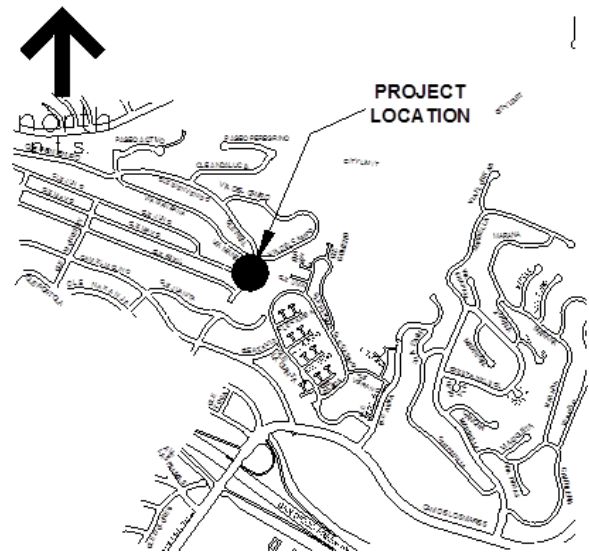
Lead Dept./Division: Public Works/Engineering
Supporting Division: Utilities

Staff Contact: Amir Ilkhanipour
 Senior Civil Engineer
 949-361-6140

Initial Funding Year: FY 2019
Prior Funding: \$300,000

Target Completion: Summer 2022

General Plan Policy: PSFU-5.05
 (Please refer to the General Plan for policy code descriptions)



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. The pump station design commenced in FY 2019 and construction is anticipated to start in FY 2021. Recommended funding in FY 2020 is for the construction of a pressure reducing station to provide operation redundancy prior to the construction of the pump station.

Operating Budget Impact: None.

Estimated Costs and Funding Sources:

Project Estimate	FY 2020 Budget	FY 2021 Forecast	FY 2022 Forecast	FY 2023 Forecast	FY 2024 Forecast	FY 2025 Forecast	Total
Land/Right-of-Way	0	0	0	0	0	0	0
Preliminary Eng.	25,000	0	3,500,000	0	0	0	3,525,000
Construction	375,000	0	0	0	0	0	375,000
Total Estimate	400,000	0	3,500,000	0	0	0	3,900,000

Funding Source(s)	FY 2020 Budget	FY 2021 Forecast	FY 2022 Forecast	FY 2023 Forecast	FY 2024 Forecast	FY 2025 Forecast	Total
Water Dep. Fund	400,000	0	3,500,000	0	0	0	3,900,000
	0	0	0	0	0	0	0
	0	0	0	0	0	0	0
Total Funding	400,000	0	3,500,000	0	0	0	3,900,000



Lead Dept./Division: Public Works/Engineering
Supporting Division: Utilities

Staff Contact: Shawn Ryan
 Associate Civil Engineer
 945-361-6122

Initial Funding Year: FY 2017
Prior Funding: \$300,000

Target Completion: Summer 2020

General Plan Policy: PSFU-5.05
 (Please refer to the General Plan for policy code descriptions)



Project Description:

The City recently completed a \$25.1 million dollar expansion of its recycled water system, and the City is finalizing the connection of all potential customers to the system. Recycled water provides a new source of supply and reduces the City's reliability on imported water from Metropolitan Water District. There is potential to expand the existing system in several phases. The phase proposed in FY 2020 is to expand the system across Camino De Los Mares at Camino Vera Cruz, Linda Lane Park and potentially Bahia Park. Other phases will require modeling to determine feasibility.

Operating Budget Impact: None.

Estimated Costs and Funding Sources:

Project Estimate	FY 2020 Budget	FY 2021 Forecast	FY 2022 Forecast	FY 2023 Forecast	FY 2024 Forecast	FY 2025 Forecast	Total
Land/Right-of-Way	0	0	0	0	0	0	0
Preliminary Eng.	0	0	0	0	0	0	0
Construction	500,000	0	8,000,000	0	0	0	8,500,000
Total Estimate	500,000	0	8,000,000	0	0	0	8,500,000

Funding Source(s)	FY 2020 Budget	FY 2021 Forecast	FY 2022 Forecast	FY 2023 Forecast	FY 2024 Forecast	FY 2025 Forecast	Total
Water Penalty Reserve	500,000	0	8,000,000	0	0	0	8,500,000
	0	0	0	0	0	0	0
	0	0	0	0	0	0	0
Total Funding	500,000	0	8,000,000	0	0	0	8,500,000



Well Filter Plant Rehabilitation

Project No. 16408

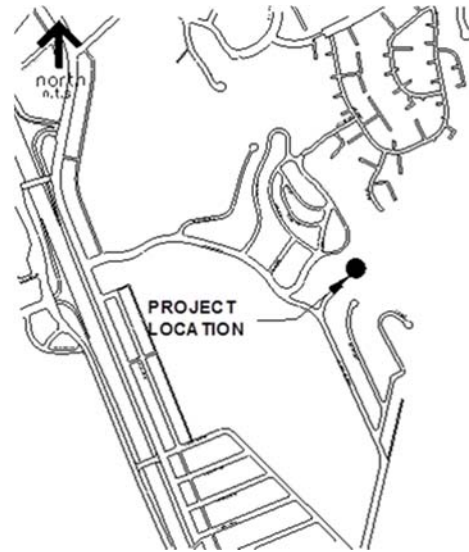
Lead Dept./Division: Utilities
Supporting Division: Public Works/Engineering

Staff Contact: David Rebensdorf
 Utilities Director
 949-361-6130

Initial Funding Year: FY 2016
Prior Funding: \$500,000

Target Completion: Fall 2020

General Plan Policy: PSFU-5.05
 (Please refer to the General Plan for policy code descriptions)



Project Description:

The City's Well Filter Plant treats well water from Well Number's 6 and 8 for iron and manganese prior to distribution into the domestic water system. The facilities are approximately 40 years old and some of the elements have reached the end of their useful life and require replacement to meet regulatory requirements. The project consists of replacement of the chemical system with a liquid system, new chemical building, Reservoir No. 1 mixer and replacement of the sump pumps.

Operating Budget Impact: None.

Estimated Costs and Funding Sources:

Project Estimate	FY 2020 Budget	FY 2021 Forecast	FY 2022 Forecast	FY 2023 Forecast	FY 2024 Forecast	FY 2025 Forecast	Total
Land/Right-of-Way	0	0	0	0	0	0	0
Preliminary Eng.	0	0	0	0	0	0	0
Construction	1,000,000	0	0	0	0	0	1,000,000
Total Estimate	1,000,000	0	0	0	0	0	1,000,000

Funding Source(s)	FY 2020 Budget	FY 2021 Forecast	FY 2022 Forecast	FY 2023 Forecast	FY 2024 Forecast	FY 2025 Forecast	Total
Water Dep. Fund	1,000,000	0	0	0	0	0	1,000,000
	0	0	0	0	0	0	0
	0	0	0	0	0	0	0
Total Funding	1,000,000	0	0	0	0	0	1,000,000



JRWSS Agency Projects

Project No. 27402

Lead Dept./Division: Utilities
Supporting Division: Public Works/Engineering

Staff Contact: David Rebensdorf
 Utilities Director
 949-361-6130

Initial Funding Year: Annual
Prior Funding: Typically around \$1.2-\$1.4 million every year

Target Completion: Project by others

General Plan Policy: PSFU-5.05
 (Please refer to the General Plan for policy code descriptions)



Project Description:

The City, along with other member agencies of the Joint Regional Water Supply System (JRWS), are funding capital project for shared assets as required in the operating agreements for the importation pipelines known as the Joint and Local Transmission Mains along with two regional reservoirs.

Operating Budget Impact: None.

Estimated Costs and Funding Sources:

Project Estimate	FY 2020 Budget	FY 2021 Forecast	FY 2022 Forecast	FY 2023 Forecast	FY 2024 Forecast	FY 2025 Forecast	Total
Land/Right-of-Way	0	0	0	0	0	0	0
Preliminary Eng.	0	0	0	0	0	0	0
Construction	1,240,000	1,200,000	1,360,000	1,340,000	550,000	0	5,690,000
Total Estimate	1,240,000	1,200,000	1,360,000	1,340,000	550,000	0	5,690,000

Funding Source(s)	FY 2020 Budget	FY 2021 Forecast	FY 2022 Forecast	FY 2023 Forecast	FY 2024 Forecast	FY 2025 Forecast	Total
Water Fund Other	1,240,000	1,200,000	1,360,000	1,340,000	550,000	0	5,690,000
Agency Reserve	0	0	0	0	0	0	0
	0	0	0	0	0	0	0
Total Funding	1,240,000	1,200,000	1,360,000	1,340,000	550,000	0	5,690,000



Reservoir No. 9 Drainage Improvements

Project No. 28401

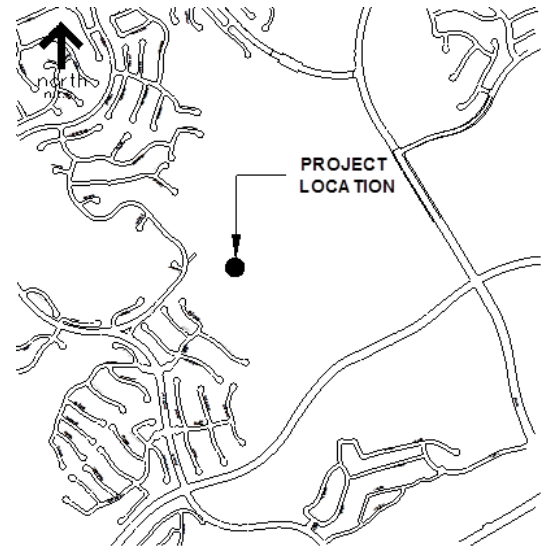
Lead Dept./Division: Public Works/Engineering
Supporting Division: Utilities

Staff Contact: Shawn Ryan
 Associate Civil Engineer
 949-361-6122

Initial Funding Year: FY 2019
Prior Funding: \$163,000

Target Completion: Winter 2020

General Plan Policy: PSFU-5.10
 (Please refer to the General Plan for policy code descriptions)



Project Description:

Yearly winter rainstorms are eroding the slopes adjacent to the reservoir. A feasibility study was prepared and resulted in the recommendation to rebuild adjacent descending slopes with a new wall and drainage system, in addition to removing and compacting other slopes below the proposed new wall system.

Operating Budget Impact: Reduce ongoing maintenance costs.

Estimated Costs and Funding Sources:

Project Estimate	FY 2020 Budget	FY 2021 Forecast	FY 2022 Forecast	FY 2023 Forecast	FY 2024 Forecast	FY 2025 Forecast	Total
Land/Right-of-Way	0	0	0	0	0	0	0
Preliminary Eng.	0	0	0	0	0	0	0
Construction	750,000	0	0	0	0	0	750,000
Total Estimate	750,000	0	0	0	0	0	750,000

Funding Source(s)	FY 2020 Budget	FY 2021 Forecast	FY 2022 Forecast	FY 2023 Forecast	FY 2024 Forecast	FY 2025 Forecast	Total
Water Dep. Fund	750,000	0	0	0	0	0	750,000
	0	0	0	0	0	0	0
	0	0	0	0	0	0	0
Total Funding	750,000	0	0	0	0	0	750,000



Water System Rehabilitation

Project No. 24401

Lead Dept./Division: Utilities
Supporting Division: Public Works/Engineering

Staff Contact: Kevin Lussier
 Assistant Utilities Manager
 949-361-8392

Initial Funding Year: Annual
Prior Funding: Typically \$300,000 every year

Target Completion: Spring 2020

General Plan Policy: PSFU-5.05
 (Please refer to the General Plan for policy code descriptions)



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.

Operating Budget Impact: None.

Estimated Costs and Funding Sources:

Project Estimate	FY 2020 Budget	FY 2021 Forecast	FY 2022 Forecast	FY 2023 Forecast	FY 2024 Forecast	FY 2025 Forecast	Total
Land/Right-of-Way	0	0	0	0	0	0	0
Preliminary Eng.	0	0	0	0	0	0	0
Construction	300,000	300,000	300,000	300,000	300,000	300,000	1,800,000
Total Estimate	300,000	300,000	300,000	300,000	300,000	300,000	1,800,000

Funding Source(s)	FY 2020 Budget	FY 2021 Forecast	FY 2022 Forecast	FY 2023 Forecast	FY 2024 Forecast	FY 2025 Forecast	Total
Water Dep. Fund	300,000	300,000	300,000	300,000	300,000	300,000	1,800,000
	0	0	0	0	0	0	0
	0	0	0	0	0	0	0
Total Funding	300,000	300,000	300,000	300,000	300,000	300,000	1,800,000

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 2019-20 budget includes 7 capital improvement projects for a total of \$995,000 and 3 maintenance projects in the amount of \$435,000.

Capital improvement projects are listed below:

- 910 Negocio Remodel - City Hall Relocation
- Aquatics Center Dry Storage Roof
- Aquatics Center Paint & Patch
- Aquatics Center Play Activity Pool Plaster Replacement
- Marine Safety Building Structural Repair and Upgrades
- Trafalgar Canyon Bridge Rehabilitation
- Traffic Signal Cabinet & Pedestals Replacement

Maintenance and other projects in FY 2019-20 are:

- City Hall Fire System PIV Replacement
- Maintenance Services Rehabilitation FY 2020
- Police Sub-Station Relocation Study

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

Project No. 18804

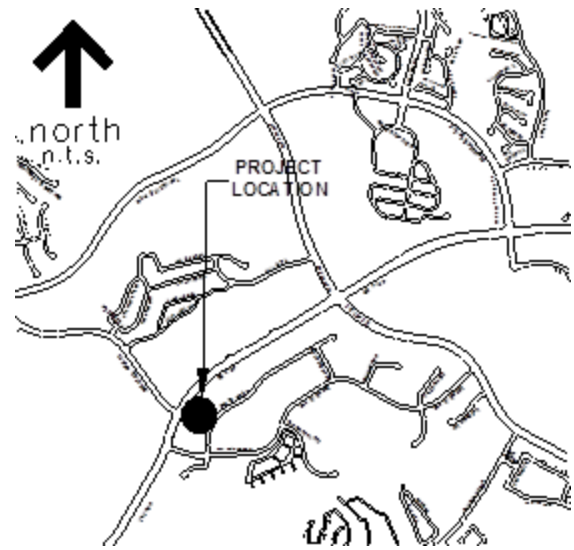
Lead Dept./Division: Public Works/Engineering
Supporting Division: Public Works/Maintenance

Staff Contact: Chris Tanio
 Associate Civil Engineer
 949-361-6128

Initial Funding Year: FY 2018
Prior Funding: \$3,000,000

Target Completion: Winter 2020

General Plan Policy: UD-4.01, UD-4.02
 (Please refer to the General Plan for policy code descriptions)



Project Description:

Additional funding is needed to address numerous unforeseen construction conditions for the first floor remodel that were not a part of the project plans and specifications. Major items include: 1) replacement of substandard framing and bracing in the existing offices and restroom walls that were proposed to remain and be protected in place; 2) significant foundation mortar demolition and replacement for proposed floor leveling throughout the entire building footprint; 3) removal and replacement of approximately 100 linear feet of main building sewer line below the building foundation due to encountering extensive corrosion at proposed plumbing tie-in points.

Operating Budget Impact: None.

Estimated Costs and Funding Sources:

Project Estimate	FY 2020 Budget	FY 2021 Forecast	FY 2022 Forecast	FY 2023 Forecast	FY 2024 Forecast	FY 2025 Forecast	Total
Land/Right-of-Way	0	0	0	0	0	0	0
Preliminary Eng.	0	0	0	0	0	0	0
Construction	200,000	0	0	0	0	0	200,000
Total Estimate	200,000	0	0	0	0	0	200,000

Funding Source(s)	FY 2020 Budget	FY 2021 Forecast	FY 2022 Forecast	FY 2023 Forecast	FY 2024 Forecast	FY 2025 Forecast	Total
Fac Maint. Reserve	100,000	0	0	0	0	0	100,000
Public Fac. Const.	100,000	0	0	0	0	0	100,000
	0	0	0	0	0	0	0
Total Funding	200,000	0	0	0	0	0	200,000



Aquatics Center Dry Storage Roof

Project No. 19514

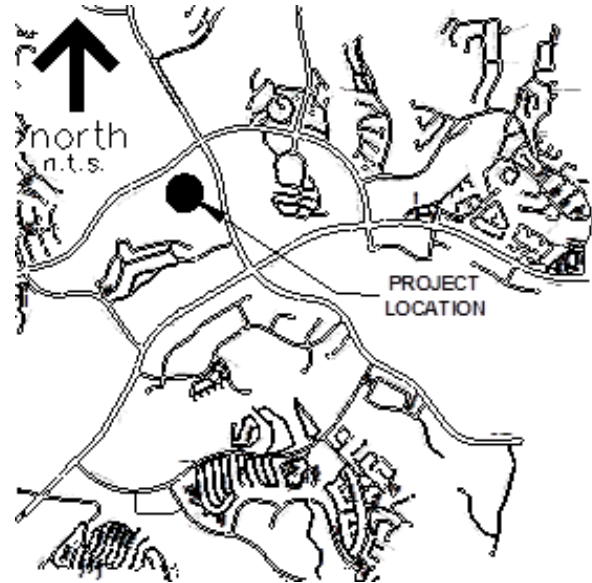
Lead Dept./Division: Public Works/Engineering
Supporting Division: Parks and Recreation

Staff Contact: Chris Tanio
 Associate Civil Engineer
 949-361-6128

Initial Funding Year: FY 2019
Prior Funding: \$100,000

Target Completion: Fall 2020

General Plan Policy: BPR-2.03, UD-4.01
 (Please refer to the General Plan for policy code descriptions)



Project Description:

An enclosed but uncovered storage space exists adjacent to the pool pump room at the Vista Hermosa Aquatics Center. 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.

Operating Budget Impact: Will extend life of stored materials by providing protection from the elements.

Estimated Costs and Funding Sources:

Project Estimate	FY 2020 Budget	FY 2021 Forecast	FY 2022 Forecast	FY 2023 Forecast	FY 2024 Forecast	FY 2025 Forecast	Total
Land/Right-of-Way	0	0	0	0	0	0	0
Preliminary Eng.	0	0	0	0	0	0	0
Construction	60,000	0	0	0	0	0	60,000
Total Estimate	60,000	0	0	0	0	0	60,000

Funding Source(s)	FY 2020 Budget	FY 2021 Forecast	FY 2022 Forecast	FY 2023 Forecast	FY 2024 Forecast	FY 2025 Forecast	Total
Parks Acquisition Dev. Fund	60,000	0	0	0	0	0	60,000
	0	0	0	0	0	0	0
	0	0	0	0	0	0	0
Total Funding	60,000	0	0	0	0	0	60,000



Aquatics Center Paint and Patch

Project No. 19511

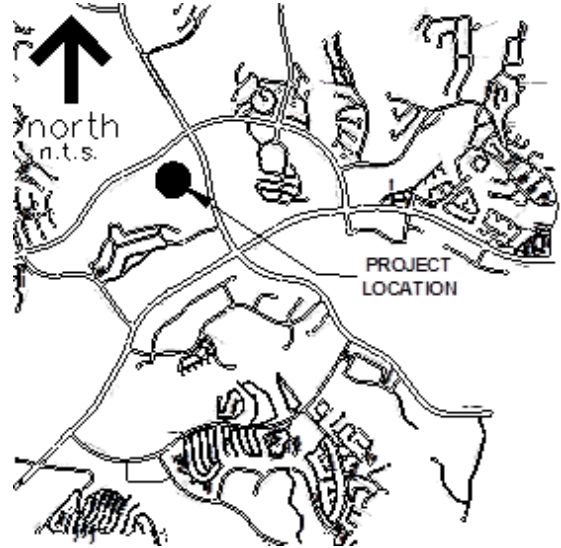
Lead Dept./Division: Public Works/Engineering
Supporting Division: Public Works/Maintenance

Staff Contact: Chris Tanio
 Associate Civil Engineer
 949-361-6128

Initial Funding Year: FY 2019
Prior Funding: \$80,000

Target Completion: Winter 2020

General Plan Policy: BPR-2.03, UD-4.01
 (Please refer to the General Plan for policy code descriptions)



Project Description:

This project consists of painting and patching the exterior main building, the exterior pool equipment building, and the exterior dry storage area walls at the Aquatics Center. This work also includes patching and painting the exterior entry columns and wood trellis framing.

Operating Budget Impact: None.

Estimated Costs and Funding Sources:

Project Estimate	FY 2020 Budget	FY 2021 Forecast	FY 2022 Forecast	FY 2023 Forecast	FY 2024 Forecast	FY 2025 Forecast	Total
Land/Right-of-Way	0	0	0	0	0	0	0
Preliminary Eng.	10,000	0	0	0	0	0	10,000
Construction	35,000	0	0	0	0	0	35,000
Total Estimate	45,000	0	0	0	0	0	45,000

Funding Source(s)	FY 2020 Budget	FY 2021 Forecast	FY 2022 Forecast	FY 2023 Forecast	FY 2024 Forecast	FY 2025 Forecast	Total
Fac Maint. Reserve	45,000	0	0	0	0	0	45,000
	0	0	0	0	0	0	0
	0	0	0	0	0	0	0
Total Funding	45,000	0	0	0	0	0	45,000



Aquatics Center Play Activity Pool Plaster Replacement Project No. 19513

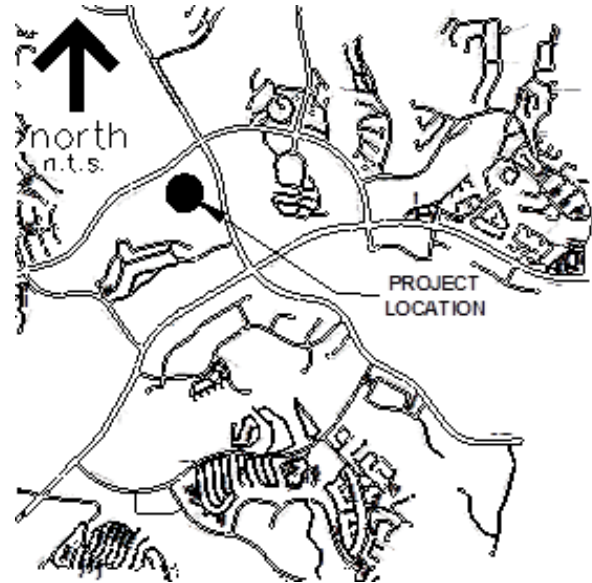
Lead Dept./Division: Public Works/Engineering
Supporting Division: Public Works/Maintenance

Staff Contact: Chris Tanio
 Associate Civil Engineer
 949-361-6128

Initial Funding Year: FY 2019
Prior Funding: \$60,000

Target Completion: Winter 2020

General Plan Policy: BPR-2.03, UD-4.01
 (Please refer to the General Plan for policy code descriptions)



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. Plans and specifications were prepared in-house and work has been permitted for construction through the Orange County Health Department. The project was bid in the fall of 2018, however no bids were received due to proposed bidder’s schedule conflicts and insufficient fund availability. The project will be re-bid again in the Fall of 2019 when additional funds are available.

Operating Budget Impact: Will result in a longer useful life and reduce required maintenance.

Estimated Costs and Funding Sources:

Project Estimate	FY 2020 Budget	FY 2021 Forecast	FY 2022 Forecast	FY 2023 Forecast	FY 2024 Forecast	FY 2025 Forecast	Total
Land/Right-of-Way	0	0	0	0	0	0	0
Preliminary Eng.	14,000	0	0	0	0	0	14,000
Construction	116,000	0	0	0	0	0	116,000
Total Estimate	130,000	0	0	0	0	0	130,000

Funding Source(s)	FY 2020 Budget	FY 2021 Forecast	FY 2022 Forecast	FY 2023 Forecast	FY 2024 Forecast	FY 2025 Forecast	Total
Fac Maint. Reserve	130,000	0	0	0	0	0	130,000
	0	0	0	0	0	0	0
	0	0	0	0	0	0	0
Total Funding	130,000	0	0	0	0	0	130,000



Marine Safety Building Structural Repair & Upgrades Project No. 16811

Lead Dept./Division: Public Works/Engineering
Supporting Division: Public Works/Maintenance

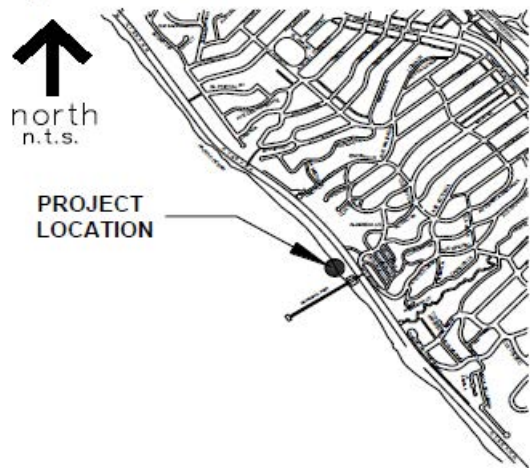
Staff Contact: Amir Ilkhanipour
 Senior Civil Engineer
 949-361-6140

Initial Funding Year: FY 2018
Prior Funding: \$1,150,000

Target Completion: Spring 2020

General Plan Policy: UD-4.01, UD-4.02, S-7.01
 (Please refer to the General Plan for policy code descriptions)

Project Location:



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 approximately 10 years. In FY 2018 and FY 2019, a total of \$1,150,000 was budgeted for construction. However, based on the latest California Coastal Commission requirements, an additional \$250,000 is needed for re-design and estimated construction. The project involves improving beams, piling, decking, siding, outside ADA improvements and installation of a new sheet pile wall to protect the building and foundation from wave activity.

Operating Budget Impact: None.

Estimated Costs and Funding Sources:

Project Estimate	FY 2020 Budget	FY 2021 Forecast	FY 2022 Forecast	FY 2023 Forecast	FY 2024 Forecast	FY 2025 Forecast	Total
Land/Right-of-Way	0	0	0	0	0	0	0
Preliminary Eng.	0	0	0	0	0	0	0
Construction	250,000	0	0	0	0	0	250,000
Total Estimate	250,000	0	0	0	0	0	250,000

Funding Source(s)	FY 2020 Budget	FY 2021 Forecast	FY 2022 Forecast	FY 2023 Forecast	FY 2024 Forecast	FY 2025 Forecast	Total
Fac Maint. Reserve	125,000	0	0	0	0	0	125,000
Public Fac. Const.	125,000	0	0	0	0	0	125,000
	0	0	0	0	0	0	0
Total Funding	250,000	0	0	0	0	0	250,000



Trafalgar Canyon Bridge Rehabilitation

Project No. TBD

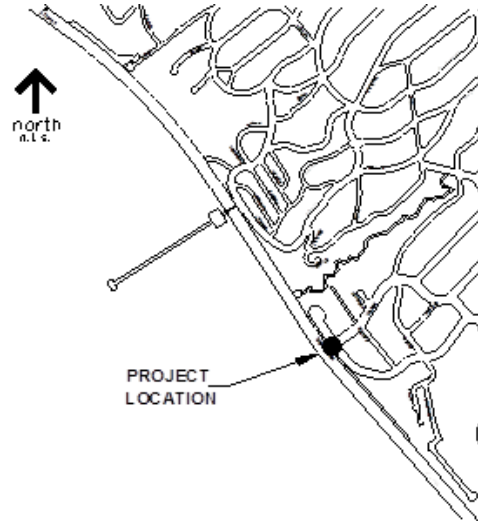
Lead Dept./Division: Public Works/Engineering
Supporting Division: Public Works/Maintenance

Staff Contact: Shawn Ryan
 Associate Civil Engineer
 949-361-6122

Initial Funding Year: FY 2020
Prior Funding: N/A

Target Completion: Summer 2021

General Plan Policy: BPR-4.02
 (Please refer to the General Plan for policy code descriptions)



Project Description:

The Trafalgar Canyon wood bridge is on the Beach Trail between the T-Street Overpass and the Municipal Pier. In addition to pedestrians, the bridge is used by Marine Safety and Maintenance staff, and emergency vehicles. A study is needed to assess the structural integrity of the bridge and recommend improvements accordingly. Assessment report and construction funding are proposed in FY 2020 and 2021, respectively.

Operating Budget Impact: None.

Estimated Costs and Funding Sources:

Project Estimate	FY 2020 Budget	FY 2021 Forecast	FY 2022 Forecast	FY 2023 Forecast	FY 2024 Forecast	FY 2025 Forecast	Total
Land/Right-of-Way	0	0	0	0	0	0	0
Preliminary Eng.	100,000	0	0	0	0	0	100,000
Construction	0	250,000	0	0	0	0	250,000
Total Estimate	100,000	250,000	0	0	0	0	350,000

Funding Source(s)	FY 2020 Budget	FY 2021 Forecast	FY 2022 Forecast	FY 2023 Forecast	FY 2024 Forecast	FY 2025 Forecast	Total
General Fund	100,000	250,000	0	0	0	0	350,000
	0	0	0	0	0	0	0
	0	0	0	0	0	0	0
Total Funding	100,000	250,000	0	0	0	0	350,000



Traffic Signal Cabinet & Pedestals Replacement

Project No. TBD

Lead Dept./Division: Public Works / Engineering
Supporting Division: Public Works / Maintenance

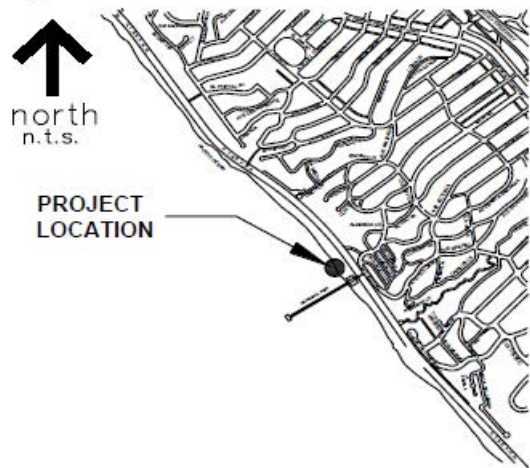
Staff Contact: Jane Mrotek
 Assistant Engineer
 949-361-6136

Initial Funding Year: FY 2020
Prior Funding: N/A

Target Completion: Spring 2020

General Plan Policy: UD-4.01, UD-4.02, S-7.01
 (Please refer to the General Plan for policy code descriptions)

Project Location:



Project Description:

This project will replace rusted traffic signal cabinets with stainless steel cabinets at the Los Mares/Formal Hospital, ECR/Camino Capistrano and ECR/Camino San Clemente intersections. The corresponding electricity service pedestals will also be replaced, and new battery backup systems will be installed.

Operating Budget Impact: None.

Estimated Costs and Funding Sources:

Project Estimate	FY 2020 Budget	FY 2021 Forecast	FY 2022 Forecast	FY 2023 Forecast	FY 2024 Forecast	FY 2025 Forecast	Total
Land/Right-of-Way	0	0	0	0	0	0	0
Preliminary Eng.	0	0	0	0	0	0	0
Construction	210,000	0	0	0	0	0	210,000
Total Estimate	210,000	0	0	0	0	0	210,000

Funding Source(s)	FY 2020 Budget	FY 2021 Forecast	FY 2022 Forecast	FY 2023 Forecast	FY 2024 Forecast	FY 2025 Forecast	Total
Fac Maint. Reserve	210,000	0	0	0	0	0	210,000
	0	0	0	0	0	0	0
	0	0	0	0	0	0	0
Total Funding	210,000	0	0	0	0	0	210,000



City Hall Fire System PIV Replacement

Project No. TBD

Lead Dept./Division: Public Works/Maintenance
Supporting Division: Public Works/Engineering

Staff Contact: Randy Little
 Maintenance Manager
 949-361-8255

Initial Funding Year: FY 2020
Prior Funding: N/A

Target Completion: Spring 2020

General Plan Policy: UD-4.02, S-7.01
 (Please refer to the General Plan for policy code descriptions)



Project Description:

This project will replace the City Hall Fire System Post Indicator Valve (PIV) assembly, which is nearing the end of its useful life. The new PIV assembly will be upgraded to comply with current building code requirements.

Operating Budget Impact: None.

Estimated Costs and Funding Sources:

Project Estimate	FY 2020 Budget	FY 2021 Forecast	FY 2022 Forecast	FY 2023 Forecast	FY 2024 Forecast	FY 2025 Forecast	Total
Land/Right-of-Way	0	0	0	0	0	0	0
Preliminary Eng.	0	0	0	0	0	0	0
Construction	60,000	0	0	0	0	0	60,000
Total Estimate	60,000	0	0	0	0	0	60,000

Funding Source(s)	FY 2020 Budget	FY 2021 Forecast	FY 2022 Forecast	FY 2023 Forecast	FY 2024 Forecast	FY 2025 Forecast	Total
General Fund	60,000	0	0	0	0	0	60,000
Total Funding	60,000	0	0	0	0	0	60,000



Maintenance Services Rehabilitation FY 2020

Project No. TBD

Lead Dept./Division: Public Works/Maintenance
Supporting Division: Public Works/Engineering

Staff Contact: Randy Little
 Maintenance Manager
 949-361-8255

Initial Funding Year: Annual
Prior Funding: Typically \$300,000 every year

Target Completion: Summer 2020

General Plan Policy: BPR-2.03
 (Please refer to the General Plan for policy code descriptions)



Project Description:

This program supports generally smaller corrective maintenance projects citywide during each fiscal year that have not been identified otherwise. Anticipated FY 2020 projects include: Corto Lane and North Beach Restroom repairs; Senior Center wrought iron gate; replace Pier Gate control and pedestal; repair patio/roof at Maintenance Building A; paint Max Berg Park Restroom and Pavilion; replace Community Center kitchen floor; replace San Luis Rey park walkway; and repair portion of Casa Romantica roof.

Operating Budget Impact: Reduces costs by addressing recurring maintenance needs.

Estimated Costs and Funding Sources:

Project Estimate	FY 2020 Budget	FY 2021 Forecast	FY 2022 Forecast	FY 2023 Forecast	FY 2024 Forecast	FY 2025 Forecast	Total
Land/Right-of-Way	0	0	0	0	0	0	0
Preliminary Eng.	0	0	0	0	0	0	0
Construction	300,000	300,000	300,000	300,000	300,000	300,000	1,800,000
Total Estimate	300,000	300,000	300,000	300,000	300,000	300,000	1,800,000

Funding Source(s)	FY 2020 Budget	FY 2021 Forecast	FY 2022 Forecast	FY 2023 Forecast	FY 2024 Forecast	FY 2025 Forecast	Total
General Fund	300,000	300,000	300,000	300,000	300,000	300,000	1,800,000
Total Funding	300,000	300,000	300,000	300,000	300,000	300,000	1,800,000



Police Sub-Station Relocation Study

Project No. TBD

Lead Dept./Division: Public Works/Engineering
Supporting Division: Police Services

Staff Contact: Tom Bonigut
 Public Works Director/City Engineer
 949-361-6187

Initial Funding Year: FY 2020
Prior Funding: N/A

Target Completion: Summer 2020

General Plan Policy: S-7.01
 (Please refer to the General Plan for policy code descriptions)



Project Description:

The existing Police Sub-Station is currently sited at the old City Hall. This existing facility is in need of significant upgrades to meet current public safety building code requirements. A study will be prepared to evaluate new facility needs and costs for replacing the existing Police Sub-Station with a new facility on City property adjacent to the Water Reclamation Plant.

Operating Budget Impact: None at this time.

Estimated Costs and Funding Sources:

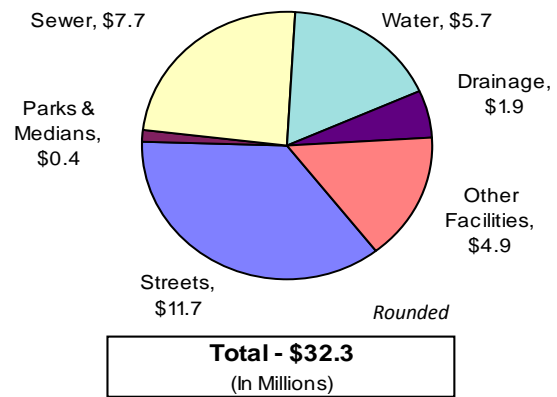
Project Estimate	FY 2020 Budget	FY 2021 Forecast	FY 2022 Forecast	FY 2023 Forecast	FY 2024 Forecast	FY 2025 Forecast	Total
Land/Right-of-Way	0	0	0	0	0	0	0
Preliminary Eng.	75,000	0	0	0	0	0	75,000
Construction	0	0	0	0	0	0	0
Total Estimate	75,000	0	0	0	0	0	75,000

Funding Source(s)	FY 2020 Budget	FY 2021 Forecast	FY 2022 Forecast	FY 2023 Forecast	FY 2024 Forecast	FY 2025 Forecast	Total
Reserve For Public Safety Construction	75,000	0	0	0	0	0	75,000
	0	0	0	0	0	0	0
	0	0	0	0	0	0	0
Total Funding	75,000	0	0	0	0	0	75,000

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 78 projects totaling \$32.3 million being carried forward into FY 2019-20. Carry Forward Projects include 5 Drainage projects, 16 Sewer projects, 12 Water projects, 29 Street projects, 2 Parks & Medians projects, and 14 Facilities and Other Improvement projects.

Carry Forward Projects are listed below with the total approved project budget (before any FY 2019-20 funding), the project costs to date, and the amount to be carried forward to FY 2019-20.



Description	In Dollars (\$)		
	Approved Project Budget	Project Costs to Date	FY 2019-20 Carry Forward
Drainage			
Via Montega/Cascadita Storm Drain M01	1,206,000	127,426	1,078,574
M00S05 Montalvo Canyon Outlet	400,000	150,043	249,957
Los Mares at Vaquero Infrastructure Protection	120,080	3,282	116,798
Montalvo Canyon Drain Study	91,276	39,340	51,936
Poche Watershed Activities	436,531	87,496	349,035
	2,253,887	407,587	1,846,300
Sewer			
Land Outfall Rectifier	150,000	4,750	145,250
WRP Electrical System Replacements	1,000,000	122,238	877,762
Tertiary Filter Backwash Improvements	400,000	41,542	358,458
Linda Lane Lift Station Stabilization	578,089	441,855	136,234
Los Molinos Lift Station Generator Replacement	260,000	102,566	157,434
WRP Gas Flare Rehabilitation	600,000	70,444	529,556
WRP Gravity Belt Thickener Replacement	2,210,000	222,631	1,987,369
WRP Odor Control Systems Replacement	1,500,000	496,155	1,003,845
WRP Security Gate	350,000	76,312	273,688
WRP Boiler Replacements	850,000	5,040	844,960
Computerized Maintenance & Management System (CMMS)	638,005	574,146	63,859
Progressive Cavity Pump Replacement	700,000	541,666	158,334
WRP Sluice Gate Replacement	75,000	9,343	65,657
WRP Chlorinator Replacement	520,000	-	520,000
WRP Land Outfall Cathodic Protection	350,000	11,100	338,900
Sewer Line Point Repairs	250,000	13,950	236,050
	10,431,094	2,733,738	7,697,356
Water			
Well Water Aquifer Monitoring Improvement	459,399	234,921	224,478
Reata Pump Station Rehabilitation	1,599,998	143,447	1,456,551
Blanco Pump Station Rehabilitation	250,000	192,537	57,463
Well Filter Plant Rehabilitation	500,000	61,888	438,112
Reeves Pump Station	2,075,000	309,880	1,765,120

Carry Forward Projects

Description	Approved Project Budget	Project Costs to Date	FY 2019-20 Carry Forward
Recycled Wtr Expansion Phase II	300,000	30,291	269,709
Reservoir 10 & 6 Water Line	800,000	258,651	541,349
Calle Real Pump Station	300,000	9,858	290,142
Pico Booster Pump Station Pump Replacement	300,000	10,435	289,565
PRS Vault LID Replacements	100,000	19,946	80,054
Reservoir 3 Drainage Improvements	200,000	787	199,213
Reservoir No 9 Drainage Improvement	200,000	72,554	127,446
	7,084,397	1,345,195	5,739,202
Street			
Via Pico Plaza Rehabilitation	120,000	20,538	99,462
Ave Presidio Rehab - Phase II	402,000	47,055	354,945
West Avenida Palizada Sidewalk	261,938	118,073	143,865
Ave Navarro - Pico to Los Molinos	394,993	53,575	341,418
Calle Los Molinos - Pico to Navaro	986,627	65,915	920,712
Sidewalk Repair & Improvements	150,000	55,776	94,224
Ave Pico - Los Molinos to Pico Plaza	450,000	22,276	427,724
Camino Los Mares - Vaquero to I-5	100,000	29,492	70,508
Camino De La Estrella - I-5 to City Limit	150,000	23,680	126,320
Camino Mira Costa - Estrella to City Limit	170,000	8,925	161,075
Camino Capistrano - ECR to Del Gado Rd	136,000	67,392	68,608
Traffic Signals Protected /Permissive Conversion	275,000	72,130	202,870
Ave Pico - Class I Bike/Ped Path Phase I	300,000	-	300,000
Ave Vista Hermosa/Target Intersection Improvments	425,000	4,017	420,983
Ave Vaquero - Under I-5	750,000	330,655	419,345
South La Esperanza	460,000	13,803	446,197
Via Alegre	337,000	-	337,000
Via Cascadita	358,000	5,432	352,568
Via Montego	205,000	-	205,000
Camino Vera Cruz/Costa Intersection	600,000	73,002	526,998
Camino Del Rio & La Pata Extensions	650,000	440,231	209,769
W Ave Palizada Sidewalk	574,411	351,799	222,612
Ave Pico Widening - I-5 to Frontera	200,000	-	200,000
Alley Pavement Rehabilitation	674,000	3,762	670,238
Signal Synchronization of Camino Vera Cruz Corridor	305,858	78,587	227,271
Ave Pico & Calle Industrias Traffic Signal	30,000	-	30,000
Camino De Los Mares - Ave Vaquero to I-5	1,500,000	68,576	1,431,424
Overlay Arterials - FY 2019	1,300,000	24,321	1,275,679
FY 2019 Street Improvement Projects	1,480,000	48,736	1,431,264
	13,745,827	2,027,748	11,718,079
Parks & Medians			
Bonita Canyon Park Restroom	200,000	52,261	147,739
Vita Bahia Park Restroom Rehabilitation	600,000	352,229	247,771
	800,000	404,490	395,510
Facilities & Other Improvements			
Aquatic Center (LPVH) Swamp Cooler Replacement	135,000	16,430	118,570
Community Development 910 Calle Negocio HVAC Replacement	200,000	42,735	157,265
Marine Safety Building	1,250,000	228,982	1,021,018

Carry Forward Projects

Description	Approved Project Budget	Project Costs to Date	FY 2019-20 Carry Forward
Ralph's Skate Park Lighting	150,000	1,036	148,964
910 Negocio Remodel - City Hall Relocation	3,488,158	2,061,133	1,427,025
Pier Understory Bird Deterent	375,000	163,464	211,536
LPVH Lacrosse/Football Field Synthetic Turf Replacement	250,000	220	249,780
Aquatic Center Paint and Patch	80,000	1,329	78,671
Aquatic Center Play Activity Pool Plaster Replacement	60,000	3,607	56,393
Vista Hermosa Aquatic Center Dry Storage Roof	100,000	4,205	95,795
Ave Del Mar Electrical Services & Tree Rehabilitation	100,000	12,263	87,737
Casa Romantica Parking Lot Improvements	550,000	-	550,000
Beach Trail Bridges Maintenance	650,000	74,384	575,616
Golf Cart Path Repair	325,000	212,778	112,222
	7,713,158	2,822,566	4,890,592
Total	42,028,363	9,741,324	32,287,039



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 implementing 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
<p>Operating Budget Policies 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.</p>	✓	
<p>An annual base operating budget will be developed by verifying or conservatively projecting revenues and expenditures for the current and forthcoming fiscal year.</p>	✓	
<p>Current revenues will be sufficient to support current operating expenditures and a budgeted positive operating position will be maintained.</p>	✓	
<p>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.</p>	✓	

Fiscal Policy

Fiscal Policy Statement	Status	Comments
Revenue Policies		
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.	✓	
Expenditure Policies		
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
Utility Rates and Fees Policies		
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.	✓	
Capital Improvement Budget Policies		
The City will make all capital improvements in accordance with an adopted capital improvement program and will include an annual six- year plan for capital improvements (CIP design, development, implementation, and operating and maintenance costs.) The first year of the six-year plan must be fully funded in the adopted budget. Projects that are not fully funded must be removed or delayed until adequate funding exists for design, construction, operating and maintenance.	✓	35 new Capital projects = \$14.8 million included in the FY 2019-20 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.	✓	
Short-Term Debt Policies		
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
Long-Term Debt Policies		
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 2018-19 State Revolving Loan Reserve = \$900,600
Fund Balance and Reserve Policies		
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.	✓	General Fund Emergency Reserve is funded at 20% of operating expenditures
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 2018-19 Emergency Reserves: Water \$1,257,000 Sewer - not funded Storm Drain \$203,000 Solid Waste \$33,000 Golf - not funded
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 2018-19 Accrued Leave Reserve transfer of \$775,000

Fiscal Policy

Fiscal Policy Statement	Status	Comments
<p>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.</p>	<p>✓</p> <p>✓</p>	<p>FY 2018-19 Capital Equipment Reserve = \$1.6 million;</p> <p>FY 2018-19 Facilities Maintenance Reserve = \$7.9 million</p>
<p>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.</p>	<p>--</p> <p>--</p> <p>--</p> <p>✓</p>	<p>FY 2018-19 Depreciation Reserves:</p> <p>Water = \$8.0 million</p> <p>Sewer = \$5.5 million</p> <p>Storm Drain = \$672,000</p> <p>Golf = \$1.5 million</p>
<p>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.</p>	<p>✓</p>	<p>FY 2018-19 Golf Course Improvement reserve = \$658,000</p>
<p>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.</p>	<p>✓</p>	<p>FY 2018-19 Park Asset Replacement Reserve = \$1.6 million</p>
<p>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.</p>	<p>✓</p>	<p>FY 2018-19 General Liability Reserve = \$3.7 million</p>
<p>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.</p>	<p>✓</p>	<p>FY 2018-19 Workers Compensation Reserve = \$964,000</p>
<p>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.</p>	<p>✓</p>	<p>FY 2018-19 Fleet Replacement Reserve = \$5.2 million</p>

Fiscal Policy

Fiscal Policy Statement	Status	Comments
<p>Investment Policies The City Treasurer will annually submit an investment policy to the City Council for review and adoption.</p>	✓	
<p>Accounting, Auditing & Financial Reporting Policies 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.</p>	✓	
<p>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.</p>	✓	
<p>A fixed asset system will be maintained to identify all City assets, their condition, historical cost, replacement value, and useful life.</p>	✓	
<p>Quarterly financial, capital improvement program and investment reports will be submitted to the City Council and will be made available to the public.</p>	✓	
<p>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.</p>	✓	
<p>Full and continuing disclosure will be provided in the general financial statements and bond representations.</p>	✓	
<p>A good credit rating in the financial community will be maintained.</p>	✓	Standard & Poor’s = AAA
<p>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.</p>	✓	
<p>Establish a position control system to ensure that staffing levels are maintained at the levels approved by City Council.</p>	✓	

Fiscal Policy

Fiscal Policy Statement	Status	Comments
Long Term Financial Policies		
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.	✓	
Risk Financing Policies		
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.	✓	
Pension Policies		
The required actuarial contributions shall be made to cover the current service cost and unfunded liabilities based on the actuarially determined contribution rate.	✓	
Annually, review the City Pension plans funding levels of and identify areas where funding may be utilized to target a funding ratio of 90% or higher for each of the City's individual pension plans.	--	The budget includes a \$400,000 one-time contribution.

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 2019-20 Appropriations Limit Computation

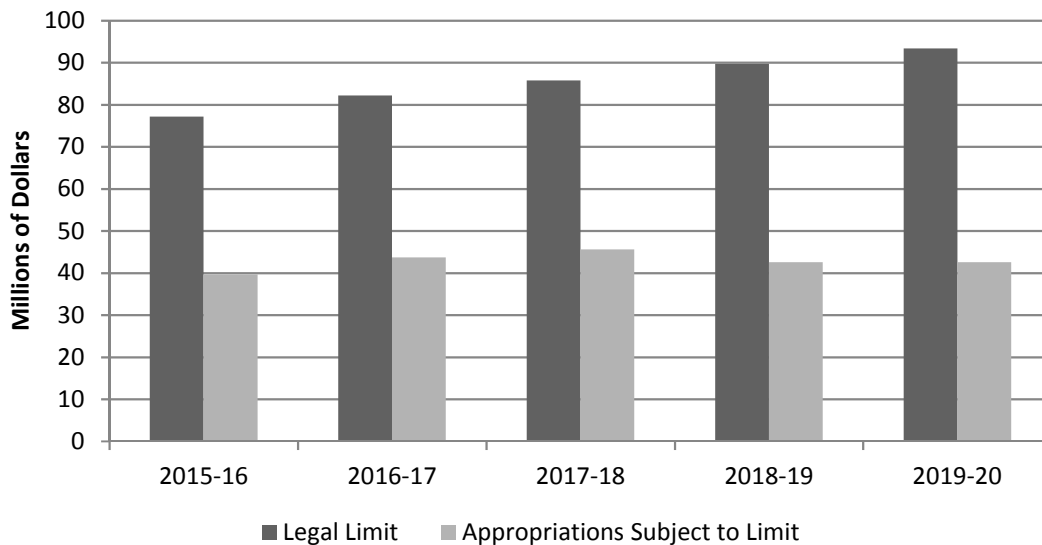
I. FY 2018-19 Appropriations Limit:

FY 2018-19 Limit		\$ 89,665,541
Annual Adjustment Factors:		
Per Capita Personal income change	3.85%	1.0385
Population increase for County	0.29%	1.0029
Total adjustment factor (1.0385 x 1.0029)		1.04151165
FY 2019-20 Limit		93,387,706

II. Appropriations Subject to Limit and Appropriations Margin

Proceeds of Taxes	\$ 50,057,994	
Less Exclusions:	None	
Appropriations Subject to Limit		50,057,994
Appropriations Margin		\$ 43,329,712

Appropriations Limit FY 2015-16 through FY 2019-20



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. The City's legal debt margin is indicated in the table below:

General Obligation Bonds Outstanding June 30, 2019

None

Computation of Legal Debt Margin for Fiscal Year Ending June 30, 2019	
Total assessed value	\$ 17,247,120,887
Debt Limit (3.75% of total assessed value)	\$ 646,767,033

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. The defeasance (payoff) of the Negocio Certificates of Participation was completed in July 2016 with an irrevocable trust created and funded with 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, 2019	Outstanding June 30, 2020
State Revolving Fund (SRF) Loan	6/2015	\$14,494,395	\$12,036,591	\$11,400,793

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 2019-2020 to improve the Golf Operating Fund net working capital balance. Repayments will be considered annually. In FY 2020-2021, the \$1.75 million loan is renewed with interest payments due on June 30th.

Golf Operating Fund Debt	Date Issued	Amount Issued	Outstanding June 30 ,2019	Outstanding June 30, 2020
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 currently 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, 2019	Outstanding June 30, 2020
Loan from General Fund	7/2002	\$3,420,690	\$1,933,563	\$1,633,479

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. This debt will be fully paid in September 2019 and in future years will no longer be reported.

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, 2019	Outstanding June 30, 2020
Re-Assessment District 2016-1 Improvement & Sewer Refinancing	7/2017	\$ 9,615,000	\$ 8,195,000	\$ 7,450,000
Underground Utility District 99-1 (Undergrounding)	9/1999	\$ 1,150,000	\$ 45,000	\$ -0-
Community Facilities District 99-1 (Plaza Pacifica)	8/2011	\$ 5,005,000	\$ 3,645,000	\$ 3,405,000
Community Facilities District 2006-1 (Marblehead Coastal)	1/2016	\$ 55,490,000	\$ 54,280,000	\$ 54,010,000

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	2017-18 Actual	2018-19 Projected	2019-20 Budget
City Clerk			
Workload Outputs:			
Number of Regular City Council minutes prepared within 21 days of meeting	21	21	21
Number of Regular City Council Agendas/Packets posted 6 days prior to meeting	21	21	21
Number of formal public records requests	583	500	550
Number of contracts released within 7 working days of receipt of completed contract and securities	82	90	100
Number of Council-adopted resolutions processed within 7 working days of adoption	43	42	50
Number of Council-adopted ordinances processed within 7 working days of adoption	19	20	50
Effectiveness:			
Percent of Regular Council Minutes produced within 21 days	100.0%	100.0%	100.0%
Percentage of Agendas/Packets provided at least 6 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	2017-18 Actual	2018-19 Projected	2019-20 Budget
<u>Finance & Administrative Services Administration</u>			
Efficiency:			
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	1.90%	2.50%	2.50%
Effectiveness:			
Percent of actual General Fund revenues to projections*	97.8%	98.0%	98.0%
Percentage of City operating funds in balance*	96.2%	98.0%	98.0%
Percentage of adopted fiscal policies in compliance*	83.6%	95.0%	95.0%
* Annual measurement.			
<u>Finance Division</u>			
Workload Outputs:			
Number of accounting transactions processed	29,644	29,500	29,500
Number of utility bills generated per year	224,568	225,000	225,000
Number of business licenses issued	5,504	5,600	5,750
Efficiency:			
Average cost to process accounting transactions	\$30.54	\$32.56	\$32.00
Average cost to generate a utility bill	\$4.06	\$4.05	\$4.10
Average cost to generate a business license	\$43.26	\$44.35	\$44.41
Effectiveness:			
Percentage accuracy of financial transactions within established accuracy rates	100.0%	100.0%	100.0%
Percentage of receivables written off	0.15%	0.30%	0.25%
Percentage of receivables over 60 days old	22.5%	28.0%	26.0%

Performance Measures

Finance & Administrative Services

Performance Measures	2017-18 Actual	2018-19 Projected	2019-20 Budget
<u>Human Resources</u>			
Workload Outputs:			
Number of recruitments	41	35	30
Number of employees hired	43	25	30
Number of open Workers' Compensation claims	23	19	20
Efficiency:			
Percentage of recruitments opened within 2 workdays of being approved	100.0%	90.0%	95.0%
Percentage of employees scheduled for pre-employment orientation within 2 work days of receipt of PA by Human Resources office	100.0%	100.0%	100.0%
Effectiveness:			
Percentage of employees on Workers' Compensation whose initial paperwork is processed within 1 work day	93.0%	90.0%	95.0%
<u>Information Technology</u>			
Workload Outputs:			
Number of workstation computers administered	286	290	295
Number of IT Help Desk service requests closed	1,959	2,000	2,100
Number of server computers administered (virtual (35), physical (18), and other (14))	64	65	70
Efficiency:			
Percentage of requests for computer services initial response provided within 1 business hour	94.0%	97.0%	98.0%
Percent of requests for computer services resolved within SLA Estimated Resolution Timeframe	97.7%	98.0%	99.0%

Performance Measures

Finance & Administrative Services

Performance Measures	2017-18 Actual	2018-19 Projected	2019-20 Budget
<u>Contract Fleet Maintenance</u>			
Workload Outputs:			
Total number of vehicles maintained	153	154	154
Number of work orders completed	623	575	600
Number of preventative maintenance services completed	193	172	175
Number of repeat work orders needed	0	3	5
Effectiveness:			
Percentage of fleet available per month	99.1%	98.0%	98.0%
Percentage of reworks relative to total work orders	0.0%	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	2017-18 Actual	2018-19 Projected	2019-20 Budget
<u>Contract Police Services</u>			
Workload Outputs:			
Number of total calls for service	30,515	29,510	30,432
Number of emergency calls received (Priority 1)	421	372	395
Number of traffic collision reports	472	329	340
Number of Part 1 crimes committed per 1,000 population - annual	14.07	17.40	17.88
Efficiency:			
Average response time from dispatch to on-scene emergency calls	4:56	4:50	4:42
# of use of force	51	31	34
# of arrests	1,224	1,004	1,089
# of parking violations	12,250	12,350	13,102
# of moving violations	1,690	1,392	1,412
# of Part 1 Crimes	932	914	944
# of Part 2 Crimes	1,668	1,526	1,603
Effectiveness:			
Percentage of emergency calls responded to in 5 minutes or less	58.3%	56.1%	57.6%
Percentage change in Part I crimes from prior year to current year	4.3%	1.0%	2.0%
<u>Contract Fire Services</u>			
Workload Outputs:			
Number of emergency calls	5,226	5,257	5,646
Number of new construction fire inspections performed	541	587	622
Number of fire inspections performed	1,009	1,049	1,077
Number of fire plan checks completed	316	306	360
Efficiency:			
Average response time for emergency calls	7:12	7:07	7:00
Effectiveness:			
Percentage of calls with response time within 7 minutes	57.9%	62.0%	63.0%
Percentage of technical on-site inspections scheduled within 72 hours	97.0%	98.8%	100.0%
Percentage of all plan checks completed within adopted turn around time goals based on plan types	92.5%	89.0%	93.0%
Percentage of 5 day turn around plan checks completed within goal	95.8%	96.5%	97.5%
Percentage of 10 day turn around plan checks completed within goal	90.3%	85.0%	88.0%

Performance Measures

Public Safety

Performance Measures	2017-18 Actual	2018-19 Projected	2019-20 Budget
<u>Marine Safety</u>			
Workload Outputs:			
Number of beach visitors (estimate)	2,085,950	2,434,280	2,410,115
Number of swimmer rescues	1,781	1,950	2,010
Number of preventative actions via public education/warnings	25,901	32,081	28,991
Number of people reached through public education programs	51,215	44,373	51,215
Number of drownings with lifeguards on duty	0	0	0
Efficiency:			
Visitors per lifeguard (8 hour shift)	738	693	671
Effectiveness:			
Percentage of swimmer rescues without a drowning	100.0%	100.0%	100.0%
Percent of City elementary schools reached through public education*	80.0%	77.0%	80.0%
* Annual measurement			

Performance Measures

Community Development

Performance Measures	2017-18 Actual	2018-19 Projected	2019-20 Budget
<u>Building</u>			
Workload Outputs:			
Number of building permits issued	4,187	3,500	3,450
Number of Plan Reviews performed	3,480	2,400	2,400
Number of building inspections completed	16,389	16,000	15,500
Number of customers served at Building counter	5,187	5,750	5,750
Efficiency:			
Number of Plan Reviews performed per Plan Check staff	1,201	1,150	1,000
Number of inspections conducted per inspector	4,096	4,000	3,900
Number of customers served per Permit Tech	2,241	2,150	2,000
Effectiveness:			
Percentage of new projects first review completed within 15 work days	91.1%	95.0%	95.0%
Percentage plan review rechecks reviewed within 10 work days	90.3%	95.0%	95.0%
Percentage response to the public at the counter in 10 minutes	75.4%	80.0%	75.0%
<u>Planning</u>			
Workload Outputs:			
Number of discretionary applications	164	163	160
Number of new administrative applications	632	522	530
Number of zoning plan check reviews	2,527	2,600	2,550
Number of planning agenda items (CC, PC, ZA, DRSC, PC SS)	160	170	160
Number of Special Projects (GP IM's/ZO updates, etc.) initiated	61	75	70
Number of people assisted at counter	New	5,590	5,655
Number of people assisted over phone	New	3,010	3,045
Number of outreach meetings attended (Business Liaison, Housing/Social Services, etc.)	25	100	100
Number of Historic Preservation-related applications	69	70	70
Number of Quality Assurance staff hours	55	40	60
Number of discretionary current planning permit/project decisions	New	52	50
Efficiency:			
Number of people assisted at counter per FTE	New	745.0	754.0
Number of people assisted over phone per FTE	New	401.0	406.0
Number of Plan checks completed/FTE/Quarter	83.1	95.0	75.0

Performance Measures

Community Development

Performance Measures	2017-18 Actual	2018-19 Projected	2019-20 Budget
<u>Planning (continued)</u>			
Effectiveness:			
Percentage of HPPA properties maintained in compliance	80.0%	80.0%	85.0%
Percentage of plan reviews completed within deadline	90.2%	88.0%	90.0%
Percent of discretionary applications completed within deadline	77.8%	90.0%	90.0%
Percent of calls returned within one business day	89.3%	93.0%	92.0%
Percent of counter served within 10 minutes	62.3%	65.0%	70.0%
Percent of counter served within 20 minutes	85.9%	88.0%	90.0%
<u>Code Compliance</u>			
Workload Outputs:			
Number of new cases	1,506	1,475	1,500
Number of complaints processed	2,179	2,228	2,275
Number of cases closed	1,246	1,257	1,260
Number of case actions	10,529	9,761	10,000
Number of site visits conducted	2,375	3,240	3,250
Number of hours for certification/training	273	264	265
Number of outreach hours provided	New	New	20
Number of hours assisting customers at public counter	New	New	225
Efficiency:			
Number of new cases per officer	469	369	375
Number of cases closed per officer	400	314	315
Number of site visits per day per officer	4	4	4
Number of actions per officer	3,727	2,440	2,500
Number of cases (caseload) per officer	New	New	39
Effectiveness:			
Percentage of cases acknowledged within 2 days	42.7%	50.0%	58.0%
Percentage of cases resolved within 10 days	21.8%	39.0%	50.0%
Percentage of cases resolved within 30 days	37.8%	69.0%	80.0%
Percentage of cases over 60 days old	New	28.0%	17.0%

Performance Measures

Community Development

Performance Measures	2017-18 Actual	2018-19 Projected	2019-20 Budget
<u>Economic Development/Housing Administration</u>			
Workload Outputs:			
Number of Home Rehab loans provided to property owners	2	4	4
Number of businesses receiving commercial facade grants	1	1	7
Number of non-profits receiving Social Program grants	16	16	16
Effectiveness:			
Percentage of Home Rehab & commercial grants expended	65.0%	75.0%	100.0%
Percentage General Fund social program grants expended	99.0%	100.0%	100.0%

Performance Measures

Public Works

Performance Measures	2017-18 Actual	2018-19 Projected	2019-20 Budget
Engineering			
Workload Outputs:			
Number of permits issued	482	450	450
Number of inspection stops conducted	2,318	1,800	2,300
Number of projects submitted for 1st plan check	88	45	50
Number of projects submitted for additional plan checks	176	180	150
Number of research projects conducted	429	450	500
Number of miles of streets designed	15.65	13.00	8.00
Number of miles of streets rehabilitated	9.02	1.50	13.00
Number of citizen traffic complaints received	307	300	300
Efficiency:			
Time spent per first plan review (average hours)	6.02	6.00	6.00
Time spent per additional plan review (average hours)	5.04	5.00	5.00
Time spent per research project	0.54	1.00	1.00
Percent of response to citizen complaints within 45 days	90.5%	85.0%	85.0%
Effectiveness:			
Percent of project reviews completed in 15 days (1st plan check)	68.3%	80.0%	85.0%
Percent of project reviews completed in 10 days (add'l plan check)	78.5%	90.0%	90.0%
Percent of research projects completed in 10 days	92.1%	90.0%	90.0%
Percent of projected street design completed	120.4%	95.0%	100.0%
Percent of projected street miles rehabilitated	69.4%	100.0%	100.0%
Percent of traffic complaints resolved	90.5%	85.0%	85.0%

Performance Measures

Public Works

Performance Measures	2017-18 Actual	2018-19 Projected	2019-20 Budget
<u>Maintenance</u>			
Workload Outputs:			
Number of potholes repaired	27	20	20
Number of signs repaired or replaced	1,285	1,400	1,300
Number of work orders received/completed by Facilities	1,292	1,450	1,400
Number of street light/traffic signal repairs	909	900	1,000
Number of USA responses (Underground Service Alerts)	251	250	250
Trim 2,500 trees annually to ensure a 8 year cycle	3,119	3,100	3,100
Number of graffiti cases	616	625	625
Efficiency:			
Average sq. ft. of pothole repairs provided per day of service	485.9	250.0	250.0
Average # of signs maintained per hour of service provided	0.7	1.0	1.0
Average # of facilities maintenance work orders completed per day of service	5.8	6.0	6.0
Average # of USA completed per day of service	1.2	1.0	1.0
Average number of streetlight/traffic signal repairs per day	4.0	4.0	4.0
Cost of graffiti removal per case	\$82	\$90	\$90
Effectiveness:			
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	121.7%	120.0%	120.0%
Percentage of signage repair requests responded to and completed within 3 working days	98.9%	98.5%	98.5%
Percentage of facilities maintenance work orders responded to in 3 working days	97.2%	97.0%	95.0%
Percentage of street light / traffic signal service requests completed within 3 working days	91.1%	89.0%	89.0%
Percentage of USA service requests completed within 3 working days	100.0%	100.0%	100.0%
Percent of graffiti cases closed within 6 hours	69.3%	69.0%	65.0%

Performance Measures

Utilities

Performance Measures	2017-18 Actual	2018-19 Projected	2019-20 Budget
<u>Water/Sewer/Storm Drain</u>			
Workload Outputs:			
Acre Feet of Potable water delivered	7,595	6,800	6,850
Customer Service requests completed	4,866	4,500	4,800
Millions of gallons of Wastewater processed	3.28	3.70	3.70
Acre feet of Recycled water delivered	1,436	1,400	1,400
# of miles of leak detection on potable water pipeline	87	90	90
# of Fire Hydrants serviced per year	195	350	225
# of valves exercised per year	1,886	1,400	1,400
# of miles of Sewer lines cleaned	94	90	100
# of Storm Drain catch basins inspected	1,481	1,400	1,400
# of Storm Drain catch basins cleaned	272	350	300
# of miles of Sewer lines inspected by video	31	30.0	30.0
# of miles of Storm Drain lines inspected by video	6.8	3.0	6.0
Efficiency:			
Water loss audit validity score (annual)	New	66.0	74.0
Preventive maintenance procedures completed per asset	9,652	14,000	15,000
Percentage of Sewer collection system cleaned annually	58.0%	56.0%	62.0%
Percentage of catch basins inspected annually	99.2%	100.0%	100.0%
Percentage of catch basins cleaned annually	18.2%	16.0%	16.0%
Effectiveness:			
Water Distribution system integrity - number of water service leaks & main breaks per 100 miles of pipe	19.6	20.0	25.0

Performance Measures

Utilities

Performance Measures	2017-18 Actual	2018-19 Projected	2019-20 Budget
<u>Clean Ocean</u>			
Workload Outputs:			
Number of facilities inspected for storm water compliance	286	300	300
Number of water quality enforcement actions issued	57	100	50
Number of local outreach impressions per year	2,165,991	2,000,000	2,000,000
Efficiency:			
Number of facility inspections per FTE	249	300	300
Number of water quality enforcement actions issued	43	25	38
Number of public outreach "impressions" per capita	33	30	30
<i>** "impressions" refers to the estimated number views of educational materials</i>			
<u>Solid Waste</u>			
Workload Outputs:			
Number of residents participating in the Household Hazardous Waste (HHW) Program	1,941	2,000	2,000
Number of Waste Management Plans approved	743	700	700
Number of Public Outreach impressions	1,567,440	1,500,000	1,000,000
Number of trash barrel placement violations	1,368	675	1,800
Tons of Solid Waste diverted from landfill	42,285	42,000	42,000
Efficiency:			
Total % of participation for residential HHW pick-ups (19,000 households)	10.2%	10.5%	10.5%
Total number of Waste Management Plans approved per quarter within 24 hours	743	475	450
Total number of trash barrel placement violations resolved within 7 days	1,354	675	1,400
Effectiveness:			
Cost of Public Outreach impressions	\$0.03	\$0.03	\$0.03
Solid Waste program cost per ton diverted	\$3.28	\$3.33	\$3.33
<i>* Solid Waste performance measures are based on waste diversion controlled by CR&R</i>			

Performance Measures

Beaches, Parks & Recreation

Performance Measures	2017-18 Actual	2018-19 Projected	2019-20 Budget
Recreation			
Workload Outputs:			
Number of recreation registrations	27,006	24,189	25,000
Number of attendees at aquatics centers	73,601	73,000	73,200
Number of classes offered	3,349	3,900	3,900
Number of facility bookings	4,448	4,000	4,000
Number of beach, ballfield, and park bookings	8,168	8,100	8,105
Number of partnered community events	53	52	52
Number of attendees at special events	172,275	175,000	174,500
Efficiency:			
Percent of registrations taken on-line	45.6%	47.0%	47.0%
Percentage of total expenditures recovered by revenues	70.1%	70.0%	71.0%
Effectiveness:			
Average number of facility bookings per day	12.2	13.5	15.0
Average number of beach, ballfield, and park bookings per day	22.3	22.5	23.0
Average attendance per class	10.1	9.0	9.0

Performance Measures

Beaches, Parks & Recreation

Performance Measures	2017-18 Actual	2018-19 Projected	2019-20 Budget
<u>Golf Operating</u>			
Workload Outputs:			
Number of golf rounds played - projected	82,514	80,000	80,000
Number of golf course acres maintained	133	133	133
Total revenue generated by the Golf Course	\$2,322,937	\$2,162,000	\$2,222,000
Efficiency:			
Course utilization (rounds played/available tee times*)	90.6%	86.0%	86.0%
Cost per round	\$29.89	\$26.67	\$28.47
Percentage cost of recovery	113.4%	101.0%	98.0%
Effectiveness:			
Number of complaints per 1,000 rounds	0.8	1.0	1.0
Maintenance quality of golf course retained at a level B May through October	33.0%	100.0%	100.0%
Maintenance quality of golf course retained at a level C November through April	100.0%	100.0%	100.0%

Staffing

The City enters FY 2019-20 in the last year of its three year agreement with the San Clemente City Employees Association (SCCEA). The agreement covers the period from July 1, 2017 through June 30, 2020. The agreement includes salary increases of 3.1% in July 2019. In addition, employees start paying the last portion of the employee pension contribution to reach the employee pension rate under state law and the City increases its contribution for health care costs in January 2020. The MOU is on the City website and a summary of pension information is in this Budget section.

Part-time employees are not a represented employment group. Based on a review, part-time employees did not receive the COLA for the first two years of the MOU referenced above. This allowed for parity regarding realized COLAs between the part-time and full-time employees. A classification & compensation review was conducted for part-time positions to ensure fair and equitable pay as well as to align with required state minimum wage increases. Below is an outline of the recommended changes:

Positions Regraded

Ocean Lifeguard Trainee
Recreation Leader I
Office Clerk
Pool Lifeguard
Recreation Leader II
Water Safety Instructor
Head Lifeguard
Ocean Lifeguard
Cable Television Technician

New Positions Created

Pool Lifeguard Trainee
Senior Office Specialist

FY 2019-20 Staffing Changes:

Staffing reassessments occur when vacancies arise and changes may be implemented during the year depending on the circumstances and need to address City priorities. Typically, requests for position changes, new positions, eliminations, and reclassifications are considered during the budgetary process. The following staffing changes for FY 2019-20 address staffing needs to effectively and efficiently provide City services and are summarized by department.

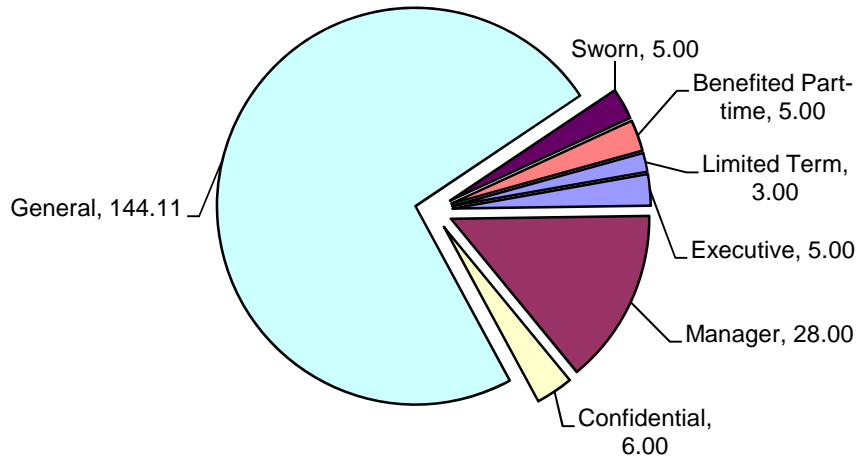
Staffing

FY 2019-20 Staffing Changes

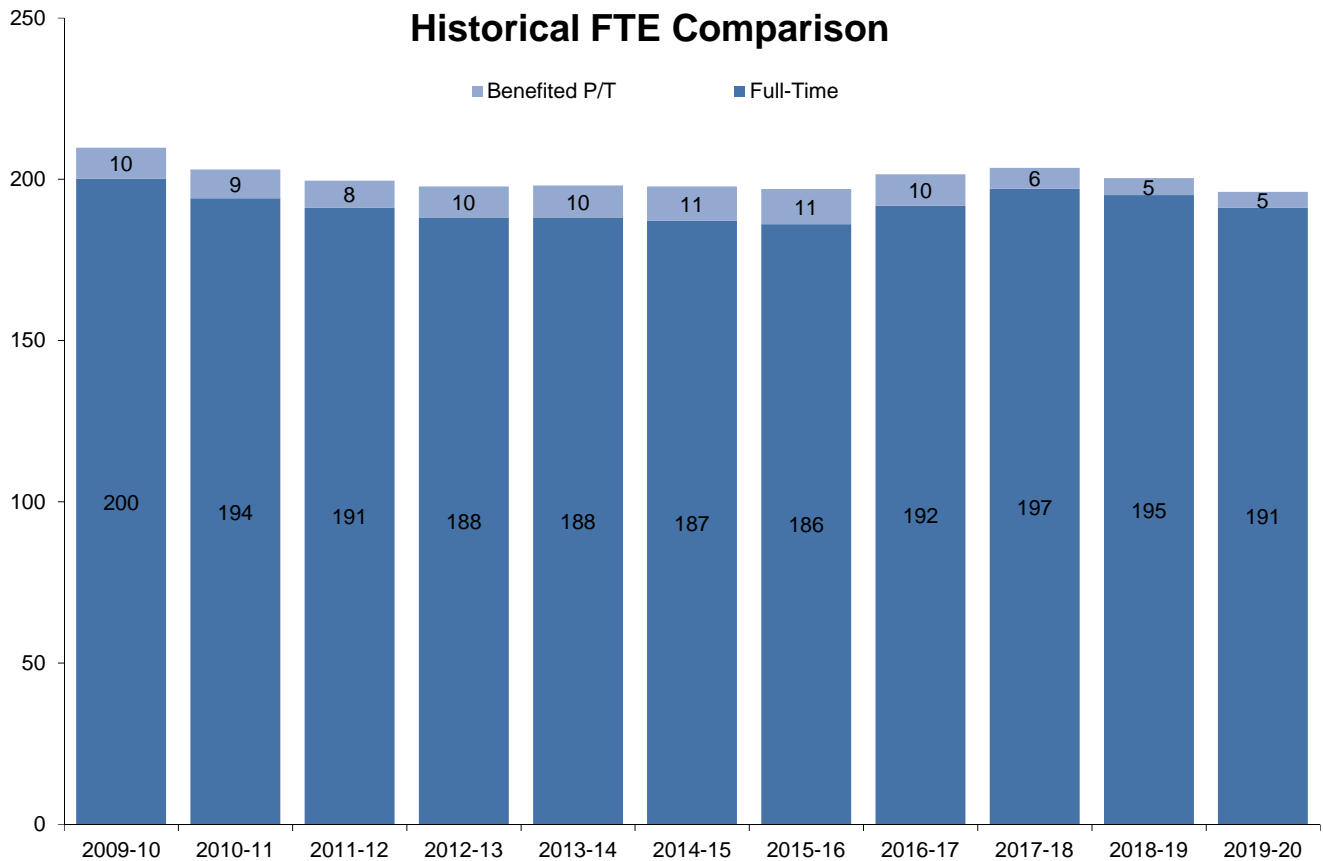
<u>Department</u>	<u>Change</u>
Finance & Administrative Services	
Revenue Analyst - Limited Term	-1.00
Management Analyst I	1.00
Deputy Administrative Services Director	-1.00
Accountant	1.00
Business Services Officer	-1.00
Utility Billing Specialist I/II	1.00
Community Development	
Senior Building Inspector	-1.00
Building Inspector - Limited Term	-1.00
Public Works	
Deputy Public Works Director	1.00
Office Specialist (PT to FT)	0.50
Principal Civil Engineer/Asset Manager	-1.00
Transportation Engineering Manager	-1.00
Beaches, Parks and Recreation	
Recreation Specialist (PT)	-0.50
Lead Park Ranger	0.75
Senior Administrative Assistant	1.00
Administrative Assistant	-1.00
Utilities	
Utility Support/Budget Coordinator	-1.00
Mechanic In-Training	-1.00
Subtotal FY 2019-20 Changes	-4.25

Staffing

Workforce by Category



Historical FTE Comparison



Staffing Chart

	Status	FY 2015-16	FY 2016-17	FY 2017-18	FY 2018-19	FY 2019-20
City Manager						
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/II	C	0.00	0.00	0.00	1.00	1.00
Public Information Officer	PT	0.68	0.68	0.68	0.00	0.00
Total Full Time		2.00	2.00	2.00	3.00	3.00
Total Part Time		0.68	0.68	0.68	0.00	0.00
Total City Manager		2.68	2.68	2.68	3.00	3.00
Finance & Admin. Services						
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	0.00	0.25	0.25	0.25	0.25
Total Full Time		2.00	2.00	2.00	2.00	2.00
Total Part Time		0.00	0.25	0.25	0.25	0.25
Total Finance & Admin. Services		2.00	2.00	2.00	2.00	2.00
City Clerk						
Legislative Administrator	M	1.00	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	G	0.00	1.00	1.00	1.00	1.00
Sr. Office Specialist	G	1.00	0.00	0.00	0.00	0.00
Office Specialist	PT	0.50	0.25	0.25	0.00	0.00
Total Full Time		4.00	4.00	4.00	4.00	4.00
Total Part Time		0.50	0.25	0.25	0.00	0.00
Total City Clerk		4.50	4.25	4.25	4.00	4.00
Financial Services						
Deputy Administrative Services Director	M	0.00	1.00	1.00	1.00	0.00
Finance Manager	M	1.00	0.00	0.00	0.00	0.00
Financial Services Officer	M	1.00	1.00	1.00	1.00	1.00
Accountant	G	0.00	0.00	0.00	0.00	1.00
Senior Accountant	G	1.00	1.00	1.00	1.00	1.00
Payroll Coordinator	C	1.00	1.00	1.00	1.00	1.00
Senior Accounting Specialist	G	1.00	1.00	1.00	1.00	1.00
Accounting Specialist I	G	1.00	1.00	1.00	1.00	0.00
Accounting Specialist II	G	0.00	0.00	0.00	0.00	1.00
Total Full Time		6.00	6.00	6.00	6.00	6.00
Total Financial Services		6.00	6.00	6.00	6.00	6.00
Business Services						
Business Services Officer	M	1.00	1.00	1.00	1.00	0.00
Central Services Assistant	G	0.50	0.50	0.50	0.50	0.50
Business License Specialist	G	0.00	1.00	1.00	1.00	1.00
Revenue Supervisor	G	0.00	1.00	1.00	1.00	1.00
Management Analyst	G	0.00	0.00	0.00	0.00	1.00
Utility Billing Coordinator	G	1.00	0.00	0.00	0.00	0.00
Utility Billing Specialist I/II	G	3.11	3.11	3.11	3.11	4.11
Revenue Analyst	L	0.00	1.00	1.00	1.00	0.00
Business License Specialist	PT	0.75	0.00	0.00	0.00	0.00
Total Full Time		5.61	7.61	7.61	7.61	7.61
Total Part Time		0.75	0.00	0.00	0.00	0.00
Total Business Services		6.36	7.61	7.61	7.61	7.61

Staffing Chart

	Status	FY 2015-16	FY 2016-17	FY 2017-18	FY 2018-19	FY 2019-20
Central Services						
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
Total Central Services		0.50	0.50	0.50	0.50	0.50
General Liability						
Risk Management/Human Resources Officer	M	0.00	0.75	0.75	1.00	1.00
Sr. Risk Management Coordinator	C	1.00	0.00	0.00	0.00	0.00
Total Full Time		1.00	0.75	0.75	1.00	1.00
Total General Liability		1.00	0.75	0.75	1.00	1.00
Information Technology						
Information Technology Manager	M	1.00	1.00	1.00	1.00	1.00
Sr. Information Technology Specialist	M	1.00	1.00	1.00	0.00	0.00
Information Technology Analyst I/II	G	2.00	2.00	2.00	3.00	3.00
GIS Coordinator	G	1.00	1.00	1.00	1.00	1.00
Systems Applications Analyst	G	0.00	1.00	1.00	1.00	1.00
Total Full Time		5.00	6.00	6.00	6.00	6.00
Total Information Technology		5.00	6.00	6.00	6.00	6.00
Human Resources						
Human Resources Manager	M	1.00	1.00	1.00	1.00	1.00
Risk Management/Human Resources Officer	M	0.00	0.25	0.25	0.00	0.00
Human Resources Analyst	C	1.00	1.00	1.00	1.00	1.00
Human Resources Specialist	C	1.00	1.00	1.00	1.00	1.00
Office Specialist	PT	0.00	0.25	0.25	0.25	0.25
Total Full Time		3.00	3.25	3.25	3.00	3.00
Total Part Time		0.00	0.25	0.25	0.25	0.25
Total Human Resources		3.00	3.50	3.50	3.25	3.25
Engineering						
Deputy Public Works Director	M	2.00	2.00	0.00	0.00	1.00
Transportation Engineering Manager	M	1.00	1.00	1.00	1.00	0.00
Associate Civil Engineer	M	1.00	1.00	2.00	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	1.00	1.00	1.00	0.00
Principal Civil Engineer	M	1.00	0.00	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	0.00	0.00
Office Specialist	G	0.60	0.60	0.60	0.00	0.00
Park Planner	G	1.00	1.00	0.00	0.00	0.00
Technical Applications Specialist	G	0.25	0.00	0.00	0.00	0.00
Office Specialist	PT	0.50	0.50	0.50	0.00	0.00
Total Full Time		20.85	20.60	18.60	17.00	16.00
Total Part Time		0.50	0.50	0.50	0.00	0.00
Total Engineering		21.35	21.10	19.10	17.00	16.00
Maintenance Services						
Maintenance Manager	M	1.00	1.00	1.00	1.00	1.00
Beaches & Parks Maintenance Supervisor	M	1.00	0.00	0.00	0.00	0.00
Maintenance Operations Supervisor	M	1.00	2.00	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 I/II	G	2.00	2.00	2.00	4.00	4.00

Staffing Chart

	Status	FY 2015-16	FY 2016-17	FY 2017-18	FY 2018-19	FY 2019-20
Maintenance Leadworker	G	1.00	1.00	1.00	1.00	1.00
Senior Electrician	G	0.00	0.00	0.00	1.00	1.00
Master Electrician	G	1.00	1.00	1.00	1.00	1.00
Electrician	G	2.00	2.00	2.00	2.00	2.00
CMMS Coordinator	G	0.00	0.30	0.30	0.30	0.30
Lucity CMMS Administrator	G	0.30	0.00	0.00	0.00	0.00
Parking Meter Technician	G	1.00	1.00	1.00	1.00	1.00
Maintenance Worker I/II	G	5.00	5.00	5.00	3.00	3.00
Administrative Assistant	G	1.00	1.00	1.00	1.00	1.00
Contract Maintenance Coordinator	G	1.00	1.00	1.00	1.00	1.00
Maintenance Contract Inspector	G	3.00	3.00	3.00	1.00	1.00
Maintenance Inspection Coordinator	G	0.00	1.00	1.00	1.00	1.00
Beaches and Parks Inspection Coordinator	G	1.00	0.00	0.00	0.00	0.00
Facilities Maintenance Coordinator	G	1.00	1.00	1.00	0.00	0.00
Office Specialist I/II	G	1.00	1.00	1.00	1.00	1.00
Total Full Time		25.30	25.30	25.30	23.30	23.30
Total Maintenance Services		25.30	25.30	25.30	23.30	23.30
Public Works Administration						
Public Works Director/City Engineer	E	1.00	1.00	1.00	1.00	1.00
Emergency Planning Coordinator	L	1.00	1.00	1.00	1.00	1.00
Management Analyst	G	0.00	0.00	1.00	1.00	1.00
Administrative Assistant	G	0.50	0.00	0.00	1.00	1.00
Office Specialist	G	0.00	0.00	0.00	1.00	2.00
Office Specialist	PT	0.00	0.00	0.00	0.50	0.00
Total Full Time		2.50	2.00	3.00	5.00	6.00
Total Part Time		0.00	0.00	0.00	0.50	0.00
Total Public Works Administration		2.50	2.00	3.00	5.50	6.00
Building						
Deputy Community Development Director	M	0.00	1.00	1.00	1.00	0.00
Building Official	M	1.00	0.00	0.00	0.00	1.00
Senior Building Inspector	G	2.00	2.00	2.00	2.00	1.00
Plans Examiner	G	1.00	1.00	2.00	2.00	2.00
Sr. Plan Check Engineer	M	1.00	1.00	1.00	1.00	1.00
Building Inspector I/II	G	3.00	3.00	3.00	2.00	2.00
Building Inspector I/II	L	2.00	2.00	2.00	1.00	0.00
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	0.00	0.00	0.00	0.00
Community Development Specialist	G	1.00	1.00	0.00	0.00	0.00
Permit Technician	PT	0.75	0.75	0.75	0.75	0.75
Total Full Time		14.25	14.00	14.00	12.00	10.00
Total Part Time		0.75	0.75	0.75	0.75	0.75
Total Building		15.00	14.75	14.75	12.75	10.75
Code Compliance						
Code Compliance Manager	M	0.00	0.00	1.00	1.00	1.00
Code Compliance Supervisor	G	1.00	1.00	0.00	0.00	0.00
Senior Code Compliance Officer	G	0.00	0.00	1.00	1.00	1.00
Code Compliance Officer	G	1.00	1.00	1.00	1.00	1.00
Code Compliance Officer	L	1.00	0.00	0.00	0.00	0.00
Senior Code Compliance Officer	L	0.00	1.00	0.00	0.00	0.00
Code Compliance Technician	G	0.00	0.00	2.00	2.00	2.00
Code Compliance Technician	L	1.00	1.00	0.00	0.00	0.00
Office Specialist	G	0.00	1.00	1.00	1.00	1.00

Staffing Chart

	Status	FY 2015-16	FY 2016-17	FY 2017-18	FY 2018-19	FY 2019-20
Office Specialist	PT	0.90	0.00	0.00	0.00	0.00
Total Full Time		4.00	5.00	6.00	6.00	6.00
Total Part Time		0.90	0.00	0.00	0.00	0.00
Total Code Compliance		4.90	5.00	6.00	6.00	6.00
Planning						
City Planner	M	1.00	1.00	1.00	1.00	1.00
Senior Planner	M	1.00	1.00	2.00	2.00	2.00
Associate Planner I/II	G	5.00	5.00	5.00	5.00	5.00
Community Outreach Coordinator	G	1.00	0.75	0.00	0.00	0.00
Community Development Technician	G	0.00	0.00	1.00	1.00	1.00
Administrative Assistant	G	1.00	0.00	0.00	1.00	1.00
Office Specialist I	G	0.00	1.00	1.00	1.00	1.00
Office Specialist II	G	1.00	0.00	0.00	0.00	0.00
Technical Applications Specialist	G	0.25	0.00	0.00	0.00	0.00
Total Full Time		10.25	8.75	10.00	11.00	11.00
Total Planning		10.25	8.75	10.00	11.00	11.00
Community Development Admin.						
Community Development Director	E	1.00	1.00	1.00	1.00	1.00
Management Analyst	G	0.00	1.00	1.00	1.00	1.00
Administrative Assistant	G	0.50	1.00	1.00	0.00	0.00
Technical Applications Specialist	G	0.25	0.00	0.00	0.00	0.00
Customer Service Specialist	G	1.00	1.00	1.00	1.00	1.00
Total Full Time		2.75	4.00	4.00	3.00	3.00
Total CD Administration		2.75	4.00	4.00	3.00	3.00
Beaches, Parks & Recreation Administration						
Beaches, Parks & Recreation Director	M	1.00	1.00	0.00	0.00	0.00
Assistant Beaches, Parks & Recreation Director	M	0.00	1.00	0.00	0.00	0.00
Recreation Manager	M	0.00	0.00	1.00	1.00	1.00
Management Analyst	G	1.00	1.00	0.00	0.00	0.00
Senior Administrative Assistant	G	0.00	0.00	0.00	0.00	1.00
Administrative Assistant	G	1.00	1.00	1.00	1.00	0.00
Total Full Time		3.00	4.00	2.00	2.00	2.00
Total Beaches, Parks & Recreation Administration		3.00	4.00	2.00	2.00	2.00
Recreation						
Recreation Manager	M	1.00	0.00	0.00	0.00	0.00
Aquatics Supervisor	G	0.00	0.00	1.00	1.00	1.00
Recreation Supervisor	G	3.00	3.00	2.00	2.00	2.00
Recreation Coordinator	G	4.00	4.00	5.00	5.00	5.00
Recreation Specialist	G	1.00	1.00	4.00	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	2.00	2.00	2.00
Customer Service Specialist II	PT	0.00	0.00	0.75	0.75	0.75
Lead Park Ranger	PT	0.00	0.00	0.00	0.00	0.75
Recreation Specialist	PT	4.00	4.25	0.75	0.50	0.00
Total Full Time		11.00	10.00	15.00	15.00	15.00
Total Part Time		4.00	4.25	1.50	1.25	1.50
Total Recreation		15.00	14.25	16.50	16.25	16.50

Staffing Chart

	Status	FY 2015-16	FY 2016-17	FY 2017-18	FY 2018-19	FY 2019-20
Marine Safety						
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	PT	0.75	0.75	0.75	0.75	0.75
Ocean Lifeguard Supervisor	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
Total Marine Safety		7.25	7.25	7.25	7.25	7.25
Golf Course						
Golf Course Manager	M	1.00	1.00	1.00	1.00	1.00
Golf Course Maintenance Leadworker	G	0.00	1.00	1.00	1.00	1.00
Maintenance Leadworker	G	1.00	0.00	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	4.00	4.00	4.00	4.00
Golf Course Groundskeeper I/II	G	0.00	2.00	2.00	2.00	2.00
Office Specialist II (PT)	PT	0.50	0.50	0.00	0.00	0.00
Total Full Time		8.00	9.00	9.00	9.00	9.00
Total Part Time		0.50	0.50	0.00	0.00	0.00
Total Golf Course		8.50	9.50	9.00	9.00	9.00
Water						
Utilities Director	E	0.00	0.00	0.50	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	0.75	0.75	0.75
Utilities Operations Supervisor	M	1.45	1.45	0.45	0.10	0.10
Utilities Maintenance Supervisor	M	0.00	0.00	0.00	0.35	0.35
Sr. Office Specialist	G	0.50	0.50	0.50	0.50	0.50
Office Specialist	G	0.50	0.50	0.50	0.50	0.50
Lead Operator	G	2.00	2.00	2.00	2.00	2.00
System Operations/Water Quality Coordinator	G	1.00	1.00	1.00	1.00	1.00
Chief Operator	G	1.20	1.20	1.20	1.20	1.20
Plant Operator II/III	G	1.65	1.65	1.65	1.75	1.75
Lead Electrical Instrumentation Technician	G	0.40	0.40	0.40	0.40	0.40
Electrical Instrumentation Technician I/II	G	0.80	0.80	0.80	0.80	0.80
Utilities Mechanic I/II	G	1.25	1.25	1.25	1.20	1.20
Utilities Mechanic In-Training	G	0.45	0.45	0.45	0.45	0.00
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	0.00	0.00
Distribution/Collection Systems Operator I	G	1.00	1.00	0.00	0.00	0.00
Distribution Operator II	G	7.00	7.00	8.00	9.00	9.00
SCADA Specialist	G	0.50	0.50	0.50	0.50	0.50
CMMS Coordinator	G	0.00	0.32	0.32	0.30	0.30
Lucity CMMS Administrator	G	0.32	0.00	0.00	0.00	0.00
Management Analyst II	G	0.00	0.50	0.50	0.50	0.50
Utility Support/Budget Coordinator	G	0.50	0.50	0.50	0.50	0.00
Water Conservation Analyst	G	0.85	0.85	0.85	0.85	0.85
Recycled Water Specialist	L	1.00	1.00	1.00	1.00	1.00
Laboratory Coordinator	G	0.00	0.30	0.30	0.30	0.30
Laboratory Supervisor	G	0.30	0.00	0.00	0.00	0.00
Laboratory Technician II	G	0.30	0.30	0.30	0.00	0.00
Total Full Time		25.82	26.32	26.57	26.30	25.35
Total Water		25.82	26.32	26.57	26.30	25.35

Staffing Chart

	Status	FY 2015-16	FY 2016-17	FY 2017-18	FY 2018-19	FY 2019-20
Sewer						
Utilities Director	E	0.00	0.00	0.50	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	0.20	0.20	0.20
Utility Operations Supervisor	M	1.40	1.40	1.40	0.85	0.85
Utility Maintenance Supervisor	M	0.00	0.00	0.00	0.65	0.65
Sr. Office Specialist	G	0.50	0.50	0.50	0.50	0.50
Office Specialist	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	4.25	4.25
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 I/II	G	1.60	1.60	1.60	1.65	1.65
Utilities Chief Mechanic	G	0.60	0.60	0.60	0.60	0.60
Utilities Mechanic In-Training	G	0.55	0.55	0.55	0.55	0.00
Distribution/Collection Systems Operator I	G	2.10	3.10	0.00	0.00	0.00
Collection Systems Operator II	G	0.50	0.50	3.60	3.50	3.50
Laboratory Technician II	G	0.70	0.70	0.70	0.00	0.00
SCADA Specialist	G	0.50	0.50	0.50	0.50	0.50
Management Analyst	G	0.00	0.50	0.50	0.50	0.50
Utility Support/Budget Support	G	0.50	0.50	0.50	0.50	0.00
CMMS Coordinater	G	0.00	0.34	0.34	0.35	0.35
Lucity CMMS Administrator	G	0.34	0.00	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	0.70	0.70	0.70	0.70
Laboratory Supervisor	G	0.70	0.00	0.00	0.00	0.00
Total Full Time		18.89	20.39	21.09	20.55	19.50
Total Sewer		18.89	20.39	21.09	20.55	19.50
Environmental Services Operating						
Water Quality Code Compliance Officer	G	2.00	2.00	1.00	1.00	1.00
Water Quality Code Compliance Officer	L	0.00	0.00	1.00	1.00	1.00
Environmental Programs Supervisor	M	0.00	1.00	1.00	1.00	1.00
Sr. Management Analyst	M	1.00	0.00	0.00	0.00	0.00
Office Specialist	G	0.40	0.40	0.40	0.00	0.00
Total Full Time		3.40	3.40	3.40	3.00	3.00
Total Environmental Services Operating		3.40	3.40	3.40	3.00	3.00
Storm Drain Utility						
Utilities Manager	M	0.10	0.10	0.10	0.10	0.10
Assistant Utilities Manager	M	0.00	0.00	0.05	0.05	0.05
Utility Operations Supervisor	M	0.15	0.15	0.15	0.15	0.05
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	0.04	0.04	0.05	0.05
Lucity CMMS Administrator	G	0.04	0.00	0.00	0.00	0.00
Plant Operator III	G	0.20	0.20	0.20	0.00	0.00
Electrical Instrumentation Technician	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
Distribution/Collection System Operator	G	0.90	0.90	0.00	0.00	0.00
Collection Systems Operator II	G	0.50	0.50	1.40	1.40	1.50
Total Full Time		2.99	2.99	3.04	2.85	2.85
Total Storm Drain Utility		2.99	2.99	3.04	2.85	2.85

Staffing Chart

	Status	FY 2015-16	FY 2016-17	FY 2017-18	FY 2018-19	FY 2019-20
Solid Waste Management						
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
Total Solid Waste Management		1.00	1.00	1.00	1.00	1.00
Grand Total Full Time		188.11	193.86	199.11	195.11	191.11
Grand Total Benefited Part Time (FTE)*		10.83	9.68	6.43	5.25	5.00
Total		198.94	203.54	205.54	200.36	196.11

**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 2015-16	FY 2016-17	FY 2017-18	FY 2018-19	FY 2019-20
Fire Contract (OCFA)					
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	12.00	12.00	12.00
Firefighters	6.00	6.00	6.00	6.00	6.00
Emergency Transport Technicians*	6.00	6.00	6.00	0.00	0.00
Ambulance Drivers - (Hourly Part-time/Seasonal)**	8.00	0.00	0.00	0.00	0.00
Total Fire Contract	50.00	42.00	45.00	39.00	39.00
Police Contract (OCSD)					
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	4.00	4.00	4.00	4.00
Investigator (Non-Benefitted Half-Time)	1.00	0.50	0.00	0.00	0.00
Deputy***	30.00	31.00	31.00	33.00	35.00
Deputy/Motorcycle	3.00	2.00	2.00	2.00	2.00
Community Services Officer	4.00	4.00	4.00	4.00	3.00
Crime Prevention Specialist	0.00	0.50	0.50	0.50	1.00
Staff Assistant	1.00	0.00	0.00	0.00	0.00
Office Specialist	2.00	2.00	2.00	2.00	2.00
Total Police Contract	50.00	50.00	49.50	51.50	53.00
Animal Services Contract					
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
Total Animal Services Contract	8.00	8.00	8.00	8.00	8.00
Fleet Contract					
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
Total Fleet Contract	3.55	3.55	3.55	3.55	3.55

* 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.

*** In FY 2019-20, two Deputies were authorized with amounts to be funded from cost savings. Additional action will be brought to Council by staff as part of the contract process.

Pension Summary

The City has four pension plans, which are summarized in the following chart. The chart lists the pension plan, plan administration information, participant groups and the benefit levels.

Plan	Plan Administration	Participants	Benefit
Marine Safety	CalPERS	Lifeguards (Full Time)	3% @ 55 (Classic) 2.7% @ 57 (PEPRA)
Safety (Inactive)	CalPERS	Former police and fire employees	2% @50 (Classic) 2.7% @57 (PEPRA)
Miscellaneous	CalPERS	General employees (non-safety)	2% @ 55 (Classic) 2% @ 62 (PEPRA)
City of San Clemente Employee Retirement Plan (CSCERP)	Milliman / Empower	Former City employees and Coastal Animal Services employees	2% @ 55 (Classic) 2% @ 62 (PEPRA)

PENSION CONTRIBUTIONS

Each pension plan's contribution rates change annually and the FY 2019-20 actuarially determined rates are budgeted. Contributions are comprised of two factors: 1) A percentage rate based on payroll costs to fund the normal cost and 2) An annual flat dollar amount to pay the Unfunded Accrued Liability (UAL) required contribution. The employee rate is fully paid by the employee starting in FY 2019-20. The employer rate and the UAL payment are paid by the City.

Plan	FY 2019-20 Employee Rate	EMPLOYER PAID PORTION	
		FY 2019-20 Employer Rate	UAL Amount
Marine Safety	9.0%	21.748%	\$67,000
Safety (Inactive)	0%	0%	\$1.25 million
Miscellaneous	6.25% (PEPRA) 7.0% (Classic)	8.925% (PEPRA) 8.925% (Classic)	\$565,000
Past City employees and Coastal Animal Services employees	9.0% (PEPRA)* 7.0% (Classic)	14.7% (PEPRA)* 14.7% (Classic)*	\$1.4 million

* Subject to change upon completion of bi-annual actuarial report

PENSION PLAN FUNDING

The funding ratio for all of the plans in total is 70.5%. Individual plans are funded at different levels, with the percentages listed by Plan in the following chart.

Plan	Respective Fund(s)	Market Value of Assets	Liability	Unfunded Amount	Funding Ratio
Marine Safety*	General Fund	\$ 5,124,709	\$ 6,108,534	\$ 983,825	83.9%
Safety (Inactive)*	General Fund	29,058,555	42,338,119	13,279,564	68.6%
Miscellaneous*	All City Funds	42,804,844	54,150,480	11,345,636	79.0%
CSCERP**	All Funds	<u>20,213,000</u>	<u>35,273,000</u>	<u>15,060,000</u>	<u>57.3%</u>
Totals		<u>\$ 97,201,108</u>	<u>\$ 137,870,133</u>	<u>\$ 40,669,025</u>	<u>70.5%</u>

* CalPERS valuation information as of 6/30/2017.

** CSCERP valuation information as of 7/1/2017.

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.

Actuarial Assumptions:

Mathematical/statistical assumptions on a variety of information that dictate the rates paid by public employers and employees (Life expectancy, number of FTE's, market rate assumptions etc.)

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.

Glossary

California Public Employees Retirement System (CalPERS):

Public Employees Retirement System provided for Public Safety personnel by the State of California.

Capital Assets:

Assets of significant value and having a useful life of several years. Capital assets are also called fixed assets.

Capital Expenditures:

Expenditures which result in the acquisition of or additions to fixed assets. Examples include land, buildings, machinery and equipment, and construction projects.

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.

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.

Glossary

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.

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.

Glossary

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.

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 regulated 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).

Glossary

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.

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.

Funded Status:

A measure of how well funded, or how "on track" a plan or risk pool is with respect to assets versus accrued liabilities. A ratio greater than 100 percent means the plan or risk pool has more assets than liabilities and a ratio less than 100 percent means liabilities are greater than assets.

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.

Glossary

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.

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.

Glossary

Interfund Payments:

Expenditures made to other City funds for services rendered.

Interfund Transfers:

Revenues earned for services provided to other City funds. 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.

Glossary

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.

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.

Glossary

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.

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.

Unfunded Accrued Liability (UAL):

When a plan or pool's Value of Assets is less than its Accrued Liability, the difference is the plan or pool's Unfunded Accrued Liability (or unfunded liability). If the unfunded liability is positive, the plan or pool will have to pay contributions exceeding the Normal Cost.

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 th)
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
UAL	Unfunded Accrued Liability
URMP	Urban Runoff Management Plan
VHSP	Vista Hermosa Sports Park
VLf	Vehicle License Fees

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Fee Schedule

User fees are reviewed by each City department as part of the budget process, and adjusted when appropriate. The basis for adjustment will be the cost of providing services, inflationary impacts or other budgetary factors as appropriate. User fees will be established to recover the full cost of services provided, except when the City Council determines that a subsidy from the General Fund is in the public interest. Some fees are set by the State of California and cannot be changed unless amended by the State. Other fees cannot be changed unless a majority of the property owners approved the change by a simple majority.

	Ordinance, Resolution or Municipal Code	Last Adjusted	Last Reviewed	FY2019-20 Fee
Administrative Citation				
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
Alarm Fees				
System Permit per year	04-104	2004	2010	\$40.00
Ambulance Service Charges				
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				
Backflow Testing Admin Fee				
per occurrence	12-60	2012	2012	\$35.00
Building Permits				
Fees based on estimated construction valuation.				
Valuation adjusted annually based on changes in the Construction Cost Index from Engineering News Record.	08-080	2019	2019	
Building Plan Check Fees				
65% of the Building Permit Fee	08-080	2019	2019	

	Ordinance, Resolution or Municipal Code	Last Adjusted	Last Reviewed	FY2019-20 Fee
Business License				
Varying application fee and taxes based on a flat rate or percentage of gross receipts depending on business type.	1055	1991	2011	
Civic Center Const Fund Fee				
per Residential Dwelling Unit	15.52.010	2019	2019	\$553.25
Commercial Filming Charge				
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
Construction Inspection Fees				
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%
Documents, Instruments, Reports				
Parcel Maps - four lots or less	08-081	2019	2019	\$829.00
Small Tract Maps - thirty lots or less	08-081	2019	2019	\$1,775.00
Large Tract Maps - thirty-one lots or more	08-081	2019	2019	\$4,135.00
Residential development	08-081	2019	2019	\$121.00
Commercial, Industrial, Multi-Residential	08-081	2019	2019	\$356.00
Imaging of plans, maps & oversized sheets	08-081	2008	2019	\$2.55/sheet
sheets up to 8.5" X 14"	08-081	2008	2019	\$0.62/sheet
Photo copy fees - additional pages	08-081	2008	2019	\$0.20/page
Oversize Reproduction Fee	08-081	2008	2019	\$4.00 plus \$0.35/page
City Budget				\$30.00
DVD Recordings, each	08-081	2008	2019	\$5.00
Tape Recordings, each	08-081	2008	2019	\$10.00
Electrical Permits				
Electrical Permit Issuance Fee	08-080	2008	2019	\$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	FY2019-20 Fee
Encroachment Permits				
Street Encroachment Permits - Excavations, Fills and Obstructions				
Sidewalk - First 50 sq ft	08-081	2019	2019	\$274.00
Each Additional 50 sq ft on the same lot	08-081	2019	2019	\$30.00
Curb/Gutter - First 60 linear feet	08-081	2019	2019	\$304.00
Each additional 60 linear feet	08-081	2019	2019	\$30.00
Driveway Approach	08-081	2019	2019	\$304.00
Combo - more than 1 sidewalk, curb/gutter driveway	08-081	2019	2019	\$274.00
Each additional 10 lf of construction after the first 10 lf on the same lot	08-081	2019	2019	\$30.00
Curb Core Only	08-081	2019	2019	\$147.00
Sewer/Water lateral excavation - First trench	08-081	2019	2019	\$518.00
Each additional trench	08-081	2019	2019	\$189.00
Other Street Excavation - First 20 sq ft	08-081	2019	2019	\$329.00
Each additional 20 sq ft	08-081	2019	2019	\$30.00
Encroachment Permit for Displaced Sidewalk Inspection when property owner complies with City "Notice to Repair" or voluntary repairs.	08-081	2014	2019	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)				
Administrative Encroachment Permits				
Private Improvements - walls, steps, awnings	08-081	2019	2019	\$450.00
Appeal to City Council	08-081	2019	2019	\$243.00
Dumpster - Application with dumpster fee	08-081	2019	2019	\$73.00
Environmental Impact Reports				
Initial deposit will be collected depending upon the size of the project - Actual Cost	08-081	2008	2018	
Golf Fees				
Residents with Resident Discount Card:				
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
Non Residents:				
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
Juniors with Card				
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	FY2019-20 Fee
Grading Permits				
Volume of earth to be moved:				
Less than 50 c.y.	08-081	2019	2019	\$396.00/lot
51-1,000 c.y.	08-081	2019	2019	\$698.00
1,001-10,000 c.y.	08-081	2019	2019	\$698.00 for first 1,000 c.y. \$69.00 for each additional 1,000 c.y.
10,001-100,000 c.y.	08-081	2019	2019	\$1,325.00 first 10,000 c.y. \$549.00 for each additional 10,000 c.y.
More that 100,000 c.y.	08-081	2019	2019	\$6,262.00 first 100,000 c.y. \$549.00 for each additional 10,000 c.y.
Home Occupation Permits				
Business License for business operated from a residential home, not commercial location	1055	1991	2011	\$35.00
Hydrant Meter Fees				
Meter Fees				
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
Meter Water Sales				
Actual usage per unit, billed monthly	1647	2019	2017	\$4.33
Improvement Plan Check Fee				
Actual Cost, Initial minimum deposit of \$5,000.00 is required.	08-081	2019	2019	
Junior Lifeguard Sessions				
Residents per Session	16-024	2016	2016	\$235.00
Non-Residents per Session	16-024	2016	2016	\$260.00
Mechanical Permits				
Issuance Fee	08-080	2008	2019	\$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	FY2019-20 Fee
Miscellaneous Charges for Police Services				
Duplicating Charges - First page	08-081	2008	2019	\$2.00
Duplicating Charges - additional pages	08-081	2008	2019	\$0.20/page
Fingerprint services - 2 duplicate cards	00-53	2000	2010	\$10.00
Visa Letter Service	00-53	2000	2010	\$25.00
Non-Sufficient Funds Check Fee				
per occurrence	10-048	2010	2010	\$20.00
Parks and Recreation Fees				
Facility Rental - Community Center - M-TH & Sunday				
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
Facility Rental - Community Center - Friday & Saturday				
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
Facility Rental - Tierra Grand Park				
Meeting Room	16-023	2012	2016	\$100.00/hr
Facility Rental - Aquatics Center				
Friends Room	16-023	2012	2016	\$150.00/hour
Facility Rental-Pools				
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
Facility Rental-Fields				
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
Lights				
All lighted fees regardless of use category	16-023	2012	2016	\$15.00/hr

	Ordinance, Resolution or Municipal Code	Last Adjusted	Last Reviewed	FY2019-20 Fee
Parks and Recreation Fees Cont.				
Steed Park Tournament Fees				
Includes all 4 fields	16-023	2016	2016	\$1,000/day
Picnic Area and Open Space Rental Fees				
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
Permit Fees				
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
Pool Fees				
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	FY2019-20 Fee
Park Fee				
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
Parking Fees				
Parking Meters				
per 10 minutes	10-049	2010	2010	\$0.25
per hour	10-049	2010	2010	\$1.50
Parking Permits				
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
Parking Violations				
Standard	1485	2010	2010	\$48.00-\$63.00
Handicap Violation	1485	2010	fee set by State	\$333.00
Planning Fees				
Plan Check Review Fees				
Commercial- Minimum	08-081	2008	2019	\$410.00
Residential (1 unit)-Minimum	08-081	2008	2019	\$100.00
Minor- Minimum	08-081	2008	2019	\$50.00
Covenants, Conditions & Restrictions Review				
	08-081	2010	2018	\$3,000.00 deposit
Field Check - Planning				
per hour-2 hour min.	08-081	2008	2019	\$50.00
In-Lieu Affordable Housing Fee				
Either the annual analysis of costs or 1% of the building permit value, whichever is greater.	1034	2010	2014	
Interpretation of Planning/ Zoning Decision - Written				
	08-081	2019	2019	\$1,360.80
Planning Research Charge				
per hour	08-081	2008	2019	\$50.00

	Ordinance, Resolution or Municipal Code	Last Adjusted	Last Reviewed	FY2019-20 Fee
Plumbing Permits				
Issuance Fee	08-080	2008	2018	\$35.00
Additional fees calculated on a per fixture basis				
Public Safety Const Fee				
Each Residential Unit	15.52.010	2019	2019	\$1,607.16
Per 1,000 sq. feet for each commercial unit	15.52.010	2019	2019	\$400.51
Sewer Service Charges				
Changes in Modification of Connection Fee				
per gallon	1186	2011	2011	\$9.01
Sewer Base Fee				
Monthly Fixed fee by Meter Size				
5/8", 3/4" & 1"	1625	2016	2017	\$23.82
1 1/2"	1625	2016	2017	\$78.60
2"	1625	2016	2017	\$126.24
3"	1625	2016	2017	\$262.02
4"	1625	2016	2017	\$404.92
6"	1625	2016	2017	\$793.18
Sewer Commodity Fee				
Single Family, multi-family, mobile home per unit	1625	2016	2017	\$1.44
Religious Establishment per unit	1625	2016	2017	\$1.97
School per unit	1625	2016	2017	\$1.97
Low Strength Commercial per unit	1625	2016	2016	\$1.97
Medium Strength Commercial per unit	1625	2016	2017	\$2.58
Commercial/Residential	1625	2016	2017	\$2.61
Medium/High Strength Commercial per unit	1625	2016	2016	\$4.57
High Strength Commercial per unit	1625	2016	2017	\$6.38
Sewer Connection Fee				
Fee Area A - per dwelling unit	663*	2018	2018	\$27,394.00
Fee Area B - per dwelling unit	663*	2018	2018	\$31,266.00
Commercial and Industrial per acre	663*	2018	2018	\$109,736.00
Fee Area A :Hotel, Motel, Mobile Homes				
per dwelling unit	663*	2018	2018	\$27,394.00
each subsequent unit	663*	2018	2018	\$23,276.00
Fee Area B: Hotel, Motel, Mobile Homes				
per dwelling unit	663*	2018	2018	\$31,654.00
each subsequent unit	663*	2018	2018	\$17,028.00
Sidewalk Waiver Application & Appeal Fee				
Sidewalk Waiver Application	14-018	2018	2018	\$267.00
Sidewalk Waiver Appeal	14-018	2018	2018	\$669.00

*as amended by Resolution 18-058

	Ordinance, Resolution or Municipal Code	Last Adjusted	Last Reviewed	FY2019-20 Fee
Single Family Residential Grading Plan Check Fee				
Geotechnical Review	08-081	2019	2019	\$1,823.00
Grading Review	08-081	2019	2019	\$1,692.00
Retaining Walls	08-081	2019	2019	\$1,167.00
Shoring	08-081	2019	2019	\$583.00
Each additional plan check beyond three	08-081	2019	2019	\$322.00
Special Beach Events Fee				
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
Storm Drain Service Charges				
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
Vacant Lots > 2 acres / month per parcel	1120	1993	1993	\$1.48 + 0.296 per additional prorated acre
Traffic Model Fee				
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.
Traffic Review Fee				
Actual cost of the service	08-081	2018	2018	
Transportation Permits				
Single Trip Fee	08-081	2008	2019	\$16.00
Annual Trip Fee	08-081	2019	2019	\$105.00

	Ordinance, Resolution or Municipal Code	Last Adjusted	Last Reviewed	FY2019-20 Fee
Urban Runoff Management Fee				
Public Streets:				
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
Private Streets				
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
Water Service Charges				
Fixed Water Service Charge				
Monthly Fixed Charge by Meter Size:				
5/8", 3/4" and 1"	1647	2019	2017	\$21.87
1 1/2"	1647	2019	2017	\$53.97
2"	1647	2019	2017	\$81.47
3"	1647	2019	2017	\$168.59
4"	1647	2019	2017	\$296.96
6"	1647	2019	2017	\$604.14
Irrigation				
Potable				
Distribution Charge - uniform rate per unit equal to 100 cubic feet ("ccf") or 748 gallons of water of irrigated land.	1647	2019	2017	\$2.39
Wholesale Pass-through - uniform rate per unit equal to 100 Cubic feet ("ccf") or 748 gallons of water of irrigated land.	1647	2019	2017	\$2.73
Non-Potable				
per unit	1647	2019	2017	\$2.87

	Ordinance, Resolution or Municipal Code	Last Adjusted	Last Reviewed	FY2019-20 Fee
Water Service Charges Cont.				
Metered Water Sales				
Price is per Unit				
Single-Family				
Distribution Charge				
-Uniform rate per unit of water	1647	2019	2017	\$1.74
Wholesale Pass-through Charge				
-Uniform rate per unit of water	1647	2019	2017	\$2.73
Multi-Family Residential per dwelling				
Master - Metered (Per each dwelling unit)				
Distribution Charge				
-Uniform rate per unit of water	1647	2019	2017	\$1.58
Wholesale Pass-through Charge				
-Uniform rate per unit of water	1647	2019	2017	\$2.73
Individual - Metered				
Distribution Charge				
-Uniform rate per unit of water	1647	2019	2017	\$1.58
Wholesale Pass-through Charge				
-Uniform rate per unit of water	1647	2019	2017	\$2.73
Commercial				
Distribution Charge				
-Uniform rate per unit of water	1647	2019	2017	\$1.60
Wholesale Pass-through Charge				
-Uniform rate per unit of water	1647	2019	2017	\$2.73
Meter Installation Fee				
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				
Meter Service Installation				
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	FY2019-20 Fee
Water Service Charges Cont.				
Water Acreage Fee				
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
Water Posting Fee				
Each Posting	1219	1999	2010	\$25.00
Water Service Upgrade				
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
Water Turn-on/Reconnection Fee				
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

