



CITY OF SOLANA BEACH

**BUDGET
FY 2012/2013**



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INTRODUCTION

SUMMARY OF KEY REVENUE ASSUMPTIONS

As part of the FY 2012-13 mid-year budget review process, the revenue assumptions included in the revenue forecasts were reexamined based on actual receipts for FY 2010-11 and emerging trends at the mid-point of the fiscal year. The revenue projections for FY 2012-13 are consistent with assumptions made and historical trends.

Sources used in developing the revenue projections include economic trends as reported in the national media, economic and fiscal information developed by the State Legislative Analyst and the State Department of Finance, the State Controller's Office and the County of San Diego. Ultimately, the 2012-13 revenue projections reflect the staff's best judgment about performance of the local economy and how it will affect City revenues.

TOP SIX GENERAL FUND REVENUES

The following provides a brief description of the City's top six General Fund revenues along with the general assumptions used in preparing revenue projections for the 2012-13 budgets. These six revenue sources account for 82% of total budgeted General Fund revenues.

General assumptions

The FY 2012-13 revenue projections generally assume that the real estate market may have hit bottom as to sales and home values and the City's revenues from building permits will increase slightly due to signs, though weak, of an improving economy. Revenue from sales and use taxes are increasing due to increased business generated in the City.

1. PROPERTY TAX

Under Proposition 13 adopted in June of 1978, property taxes for general purposes may not exceed 1% of market value. San Diego County performs the property tax assessment, collection and apportionment. Assessment increases to reflect current market values are allowed when property ownership changes or when improvements are made. Otherwise, the maximum increase in assessed value is 2% annually. The City's allocation is approximately .13 cents for every dollar of the 1% tax levy. Based on indications that the drop in the housing market may have hit bottom and that the City's mid-year estimates indicate an increase in revenue collections, we are anticipating, as compared to the mid-year estimates, an increase of 1% for Property Taxes – Current and a decrease of 17.8% for Property Taxes – Delinquent for a net increase of 0.6% for fiscal year 2012-13.

2012-13 revenue	\$5,514,200
Increases by	0.6 %
% of total revenue	39%

SUMMARY OF KEY REVENUE ASSUMPTIONS (Continued)

2. SALES TAX

The City receives 1% from all taxable retail sales occurring within its boundaries. The State of California collects the sales tax for the City. San Diego County sales tax of 7.75% is distributed as follows: 5% for the State General Fund; 1% for the City General Fund; 0.50% for the County of San Diego for transportation purposes; 0.75% for State programs, and 0.50% to fund Proposition 172. Revenue is projected to increase by 3% for fiscal year 2012-13 from the mid-year estimates due to increased business being generated in the City. In addition, the State's triple flip, 0.25% of the sales tax will be distributed through the County of San Diego, which may result in timing difference or delays when the City will receive 100% of this revenue. This also accounts for part of the increase in sales tax revenue for FY 2012-13.

2012-13 revenue	\$2,900,000
Increases by	3%
% of total revenue	21%

3. MOTOR VEHICLE IN-LIEU (VLF)

Vehicle licenses fees in the amount of 2% of the market value of the motor vehicle are imposed by the State annually in lieu of local property taxes. The State allocates 81.25% of these revenues equally between cities and counties, apportioned based on population. Staff is anticipating that the VLF account for Fiscal Year 2012-13 will increase by 1% which will produce \$1,170,000 of revenue.

2012-13 revenue	\$1,170,000
Increases by	1%
% of total revenue	8%

4. TRANSIENT OCCUPANCY TAX (TOT)

The TOT tax is levied on transients for the privilege of occupying lodgings on a temporary basis. The tax rate is currently 13% which is added to the price of a room. The hotels collect the tax and transmit it to the City monthly. The budget anticipates the collection of \$810,000 in the General Fund which remains flat as compared to the FY 2011-12 Adopted Budget.

2012-13 revenue	\$810,000
No change	
% of total revenue	6%

5. FRANCHISE FEES

This revenue source comprises gas & electric, waste, and cable franchise contracts including other fees that are included as part of the contracts. The budget anticipates total franchise fees of \$688,000 for FY 2012-13. This is based upon the current year's projected receipts and anticipates a 3% increase over the prior fiscal year based on current revenue levels

2012-13 revenue	\$688,000
Increases by	3%
% of total revenue	5%

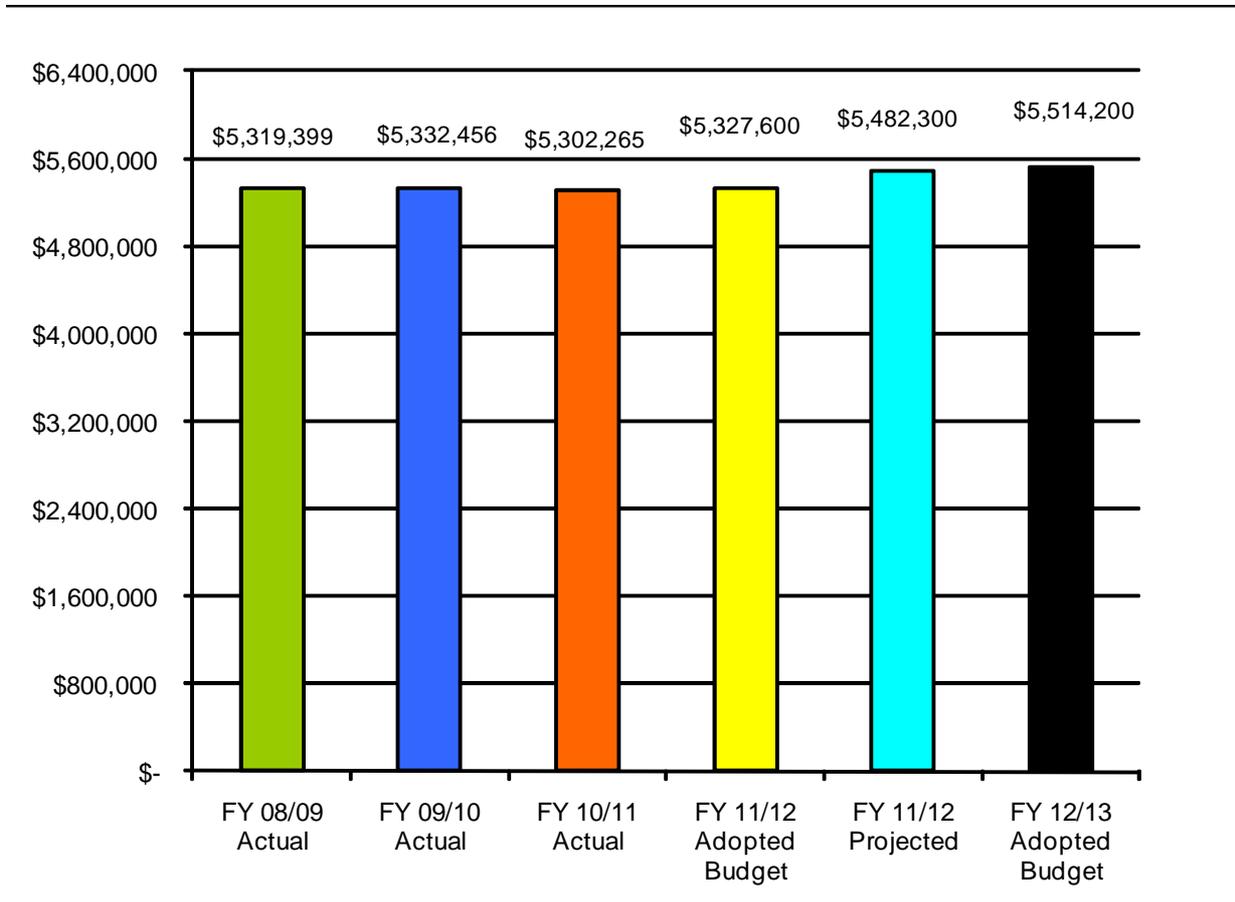
6. FIRE BENEFIT FEE

This revenue source is expected to remain flat for 2012-13. The fee is imposed on all properties in the City to assist in providing fire prevention services.

2012-13 revenue	\$460,000
No change	
% of total revenue	3%

REVENUES

PROPERTY TAX 2008-09 THROUGH 2012-13



Property taxes represent the City's most significant source of revenue. Property Tax is imposed on real property (land and permanently attached improvements such as buildings) and tangible personal property (movable property). The tax is based upon the assessed value of such property.

The combined city, county, school district and special district property tax rate is 1% of assessed value. Prior to the passage of Proposition 13 in 1978, cities had the authority to set the property tax rate, which meant that it could be raised or lowered depending upon the funding that was needed to balance the budget. After the imposition of Proposition 13, however, the property tax rate may not exceed the 1% limit except to retire debt approved by the voters prior to July 1, 1978.

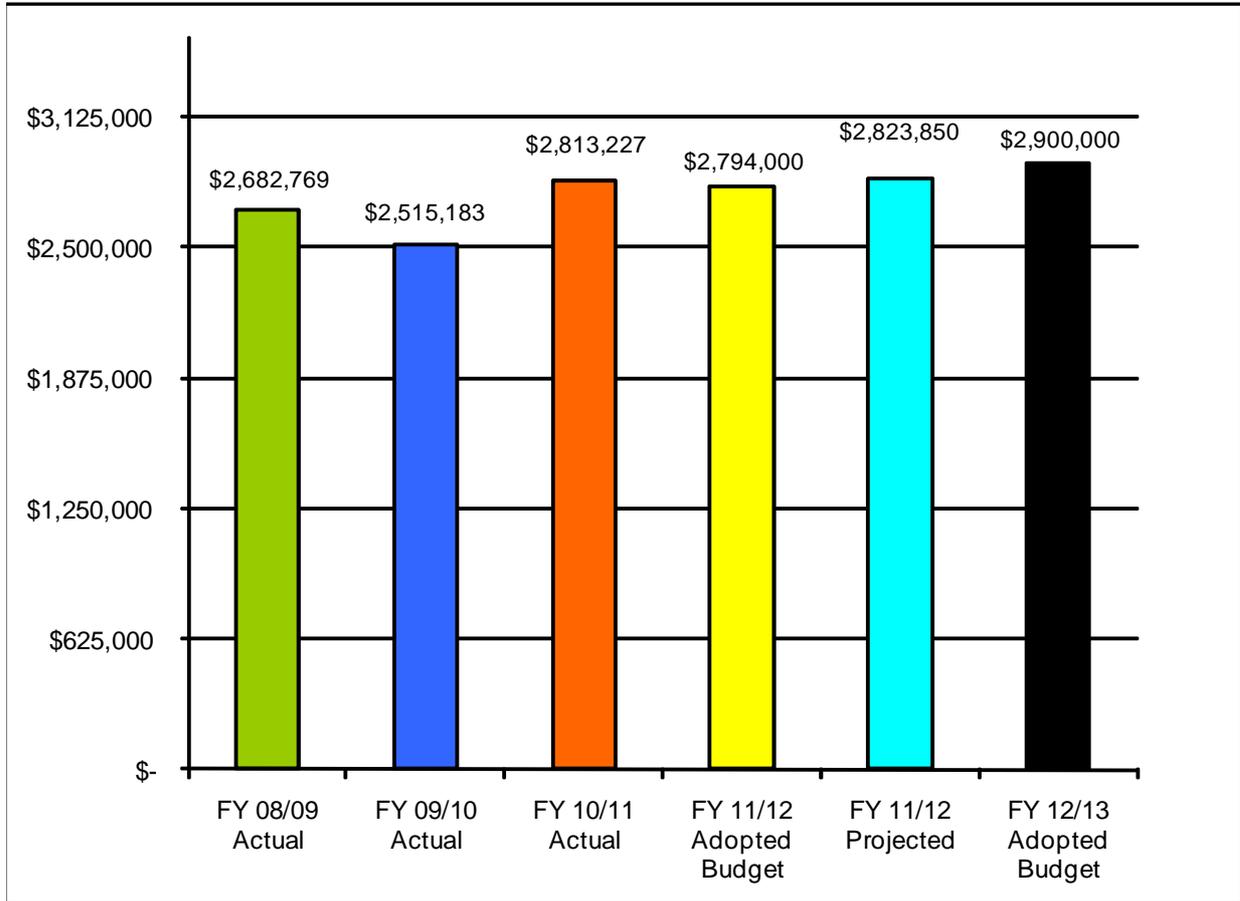
Cities, counties, school districts and special districts share the revenues from the 1% property tax. The county allocates revenues to these agencies according to the proportion of property tax revenues allocated to each agency in the previous year.

When territory is annexed by a city, the city, the county, and the special districts must negotiate how the property tax revenues from that area will be split. In San Diego County, the cities and the county have agreed upon formulas to determine the property tax split for jurisdictional changes.

To understand how much of the property tax is actually paid to the City of Solana Beach, the following example is provided: property taxes based on \$200,000 of assessed valuation would be approximately \$2,000; Solana Beach would receive 13.4% or \$268 of the total property taxes paid depending on the tax rate area. The remainder would be paid to the county, schools, and various districts.

Revenue estimates were based on historical trends and estimates obtained from the Tax Assessor's Office of the County of San Diego. Property Taxes are estimated to be \$5,514,200 in FY 2012-13, which represent 39% of the total General Fund revenues.

REVENUES
SALES TAX
2008-09 THROUGH 2012-13



Sales and use tax is imposed on retailers for the privilege of selling at retail, or on products purchased outside the state for use in California. The tax is based on the sales price of any taxable transaction of tangible personal property. Leases are considered to be a continuing sale or use and are subject to taxation.

As a part of their general business license tax authority, California cities have long had authority to levy and collect local sales taxes. In 1955, the Bradley-Burns Uniform Local Sales and Use Tax Law was adopted. This extended the authority to impose local sales taxes to counties and permitted cities and counties to contract with the State Board of Equalization for administration of the tax. Because of the advantages of having the State administer the local sales tax, every city currently levies its sales tax according to the provisions of the Bradley-Burns law.

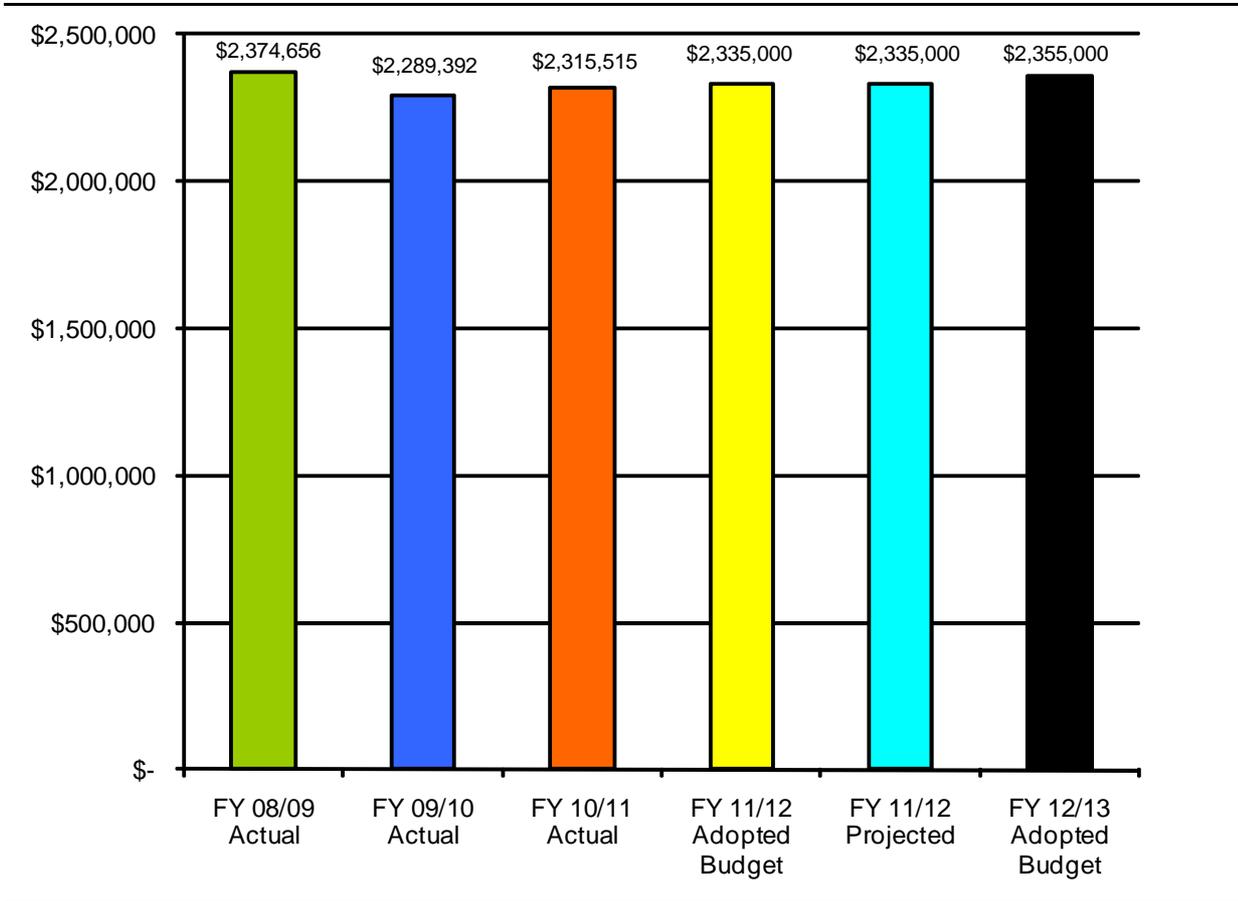
Bradley-Burns sets the local sales tax rate at 1.25%. The .25% portion of the tax goes to local transportation agencies, while 1% is for city or county general purposes.

Sales and use taxes generate approximately 21% of the total General Fund revenue, the second largest revenue source for the City of Solana Beach. Sales tax continues to be a vital part of the City's revenue stream. The total sales tax revenue projected is \$2,900,000 for FY 2012-13.

Due to the "triple flip", the City's advances received from the State Board of Equalization and the County impact the timing between fiscal years and receipts.

REVENUES

OTHER TAXES AND FEES 2008-09 THROUGH 2012-13



FIRE BENEFIT FEE: The Fire Benefit Fee is imposed on all properties in the City of Solana Beach. This fee was enacted by a vote of the people in 1980 in order to help provide fire-related services in the City. The fee for a residence is based on 5 units, with each unit equaling \$10. Therefore, a residential unit pays \$50 per year in Fire Benefit Fees. In addition, all commercial property contributes to this fee based on the size of the property.

FRANCHISE FEES: Several statutes provide cities with authority to impose fees on privately owned utility companies and other businesses for the privilege of using city streets. The City levies franchise fees on gas, electricity, refuse, and cable television companies. These include Waste Management, EDCO, SDG&E, Southern California Gas, Cox Cable, Time Warner Cable and AT&T. Telephone companies and railroads are exempt from local franchising authority. Revenue estimates for 2012-13 are based on historical trends, negotiated agreements, and previous year's

receipts. The budget anticipates collections of \$688,000 for FY 2012-13. Revenues from this source represent 5% of the Total General Fund revenue.

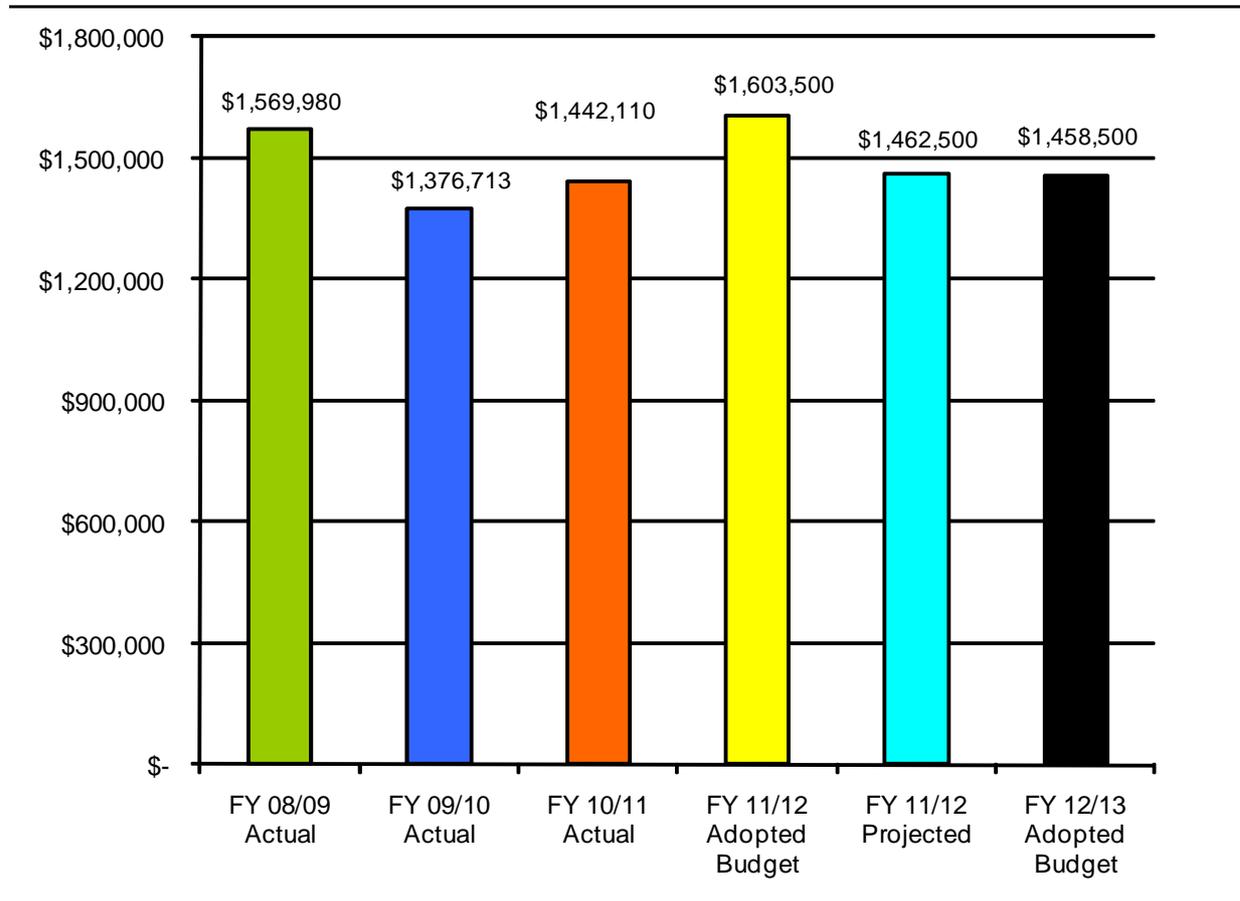
TRANSIENT OCCUPANCY TAXES: This tax is levied for the privilege of occupying lodgings on a transient basis. Better known as TOT, the tax rate for the General Fund is set at 13% and added to the price of the room. TOT revenues are estimated to be \$810,000 for FY 2012-13 and represent 6% of the total General Fund revenue.

REAL PROPERTY TRANSFER TAX: Real property transfer tax is levied on property when it is sold. This tax is set at \$1.10 per \$100 of valuation with the City receiving 50% or \$.55 per \$100 and the County of San Diego receiving the other \$.55.

SOLID WASTE FEE: The budget includes \$240,000 to offset the costs associated with the State mandated stormwater program.

REVENUES

INTERGOVERNMENTAL REVENUE 2008-09 THROUGH 2012-13



Approximately 10% of General Fund revenues come from other governmental agencies; primarily from state shared revenues. Known as subventions, these shared revenues may be in lieu of local taxes, replacement revenue for taxes previously levied by cities, or general state assistance for specific purposes.

MOTOR VEHICLE IN-LIEU FEES: At one time, motor vehicles were taxed as personal property. However, because local administration of this tax on vehicles proved inequitable and easy to evade, the state repealed the local property tax on vehicles and enacted a state vehicle license fee in lieu of the property tax. The fee is imposed for the privilege of operating a vehicle on the public highways. The fee is set at 2% of the depreciated market value of all motor vehicles and must be paid annually. Based on the population estimate of 13,783 (per the State Department of Finance) and data from the State Controller's Office, the City expects to receive \$1,170,000 from this

revenue source in FY 2012-13.

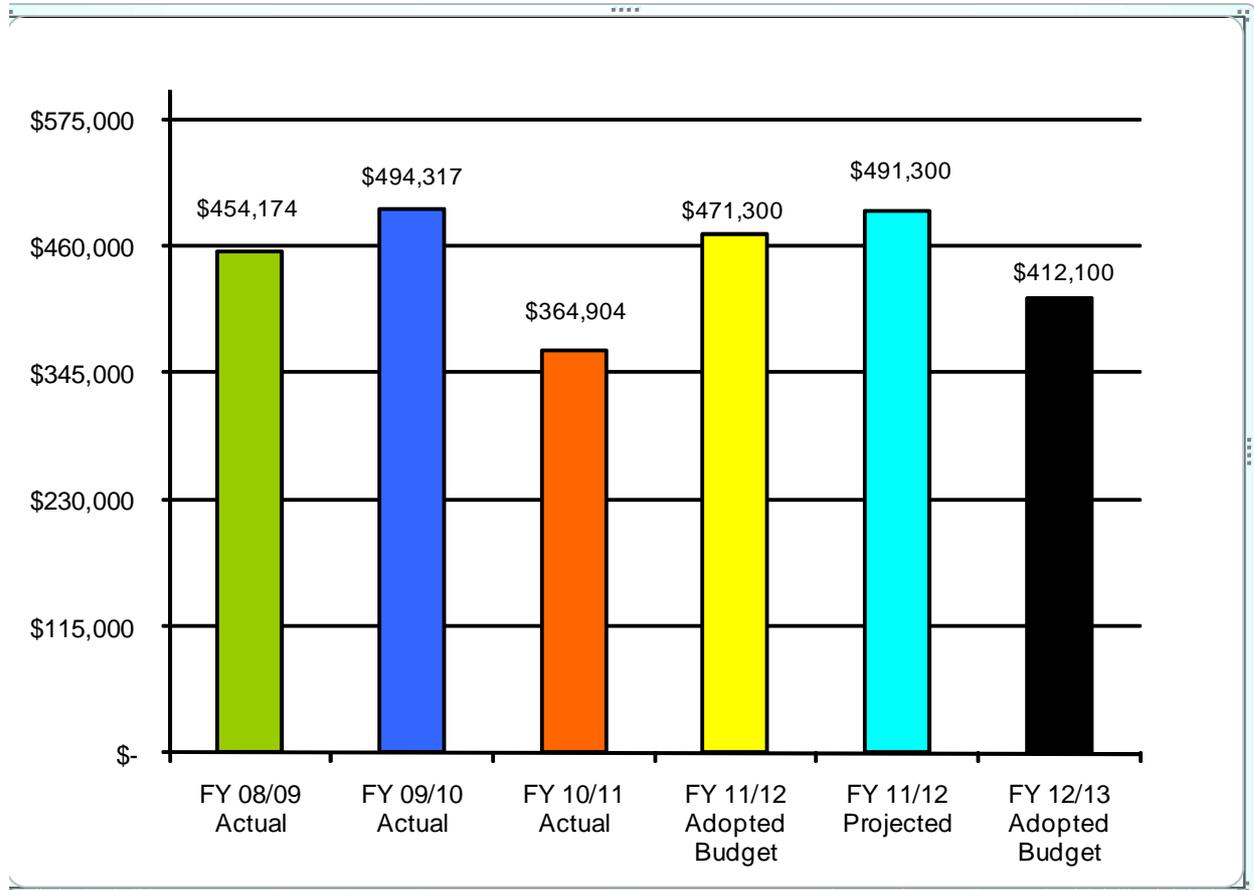
OTHER STATE & FEDERAL REVENUES: This category includes revenue received from the State Homeowners Exemption. Every homeowner in California is entitled to an exemption of \$7,000 per year for the residence they own and occupy on January 1 of every year. The City receives a portion of the fee that is collected.

OFF-TRACK BETTING: These funds are derived from satellite wagering at the Del Mar Race Track. The City of Solana Beach, along with the City of Del Mar and the County of San Diego, receives a percentage of the handle from the racetrack to help mitigate impacts caused by activities at the fairgrounds. This source is expected to generate about \$50,000 in FY 2012-13 for the City.

REVENUES

OTHER REVENUE

2008-09 THROUGH 2012-13

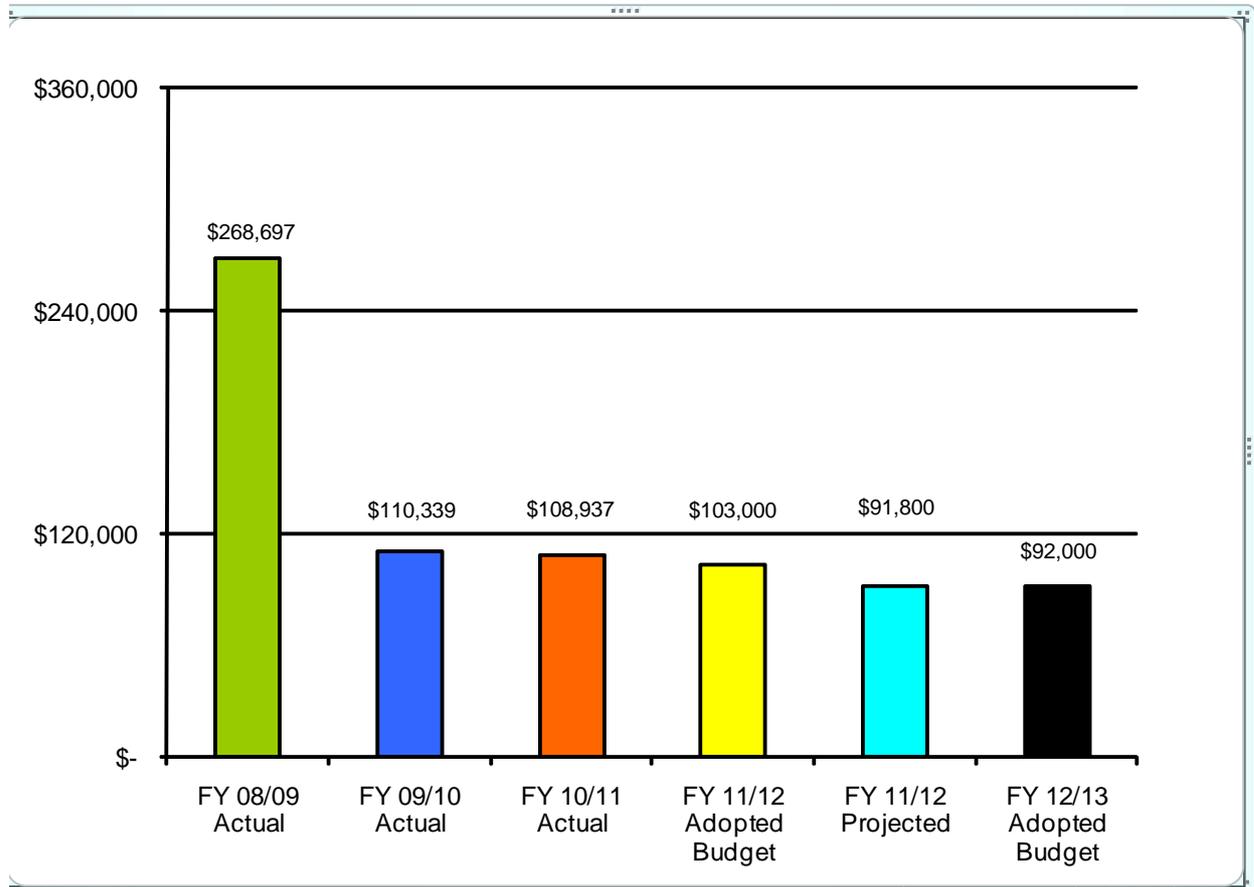


The "Other Revenue" category includes refunds, reimbursements, and miscellaneous revenues (\$60,000) received in the ordinary course of business. This category also includes revenue received from participants in the Junior Lifeguard Program (\$199,600) and funds received (\$140,000)

from other funds (i.e. Sanitation, Street Lighting etc.) for the administrative services provided by City service departments (City Council, City Manager, City Clerk, Legal, Finance, Human Resources, and Non-Departmental).

REVENUES

USE OF MONEY AND PROPERTY 2008-09 THROUGH 2012-13



INTEREST INCOME: Interest income is derived from the investment of City funds. The City pools its funds for investment purposes. These pooled funds are invested in the Local Agency Investment Fund (LAIF) with the State of California. Investment earnings are all allocated to the General Fund unless otherwise required by law. Statutory allocations to restricted funds are made in proportion to the ratio of restricted fund balances to the total pooled balances.

Interest income is expected to remain flat or slightly increase due to the lower short term interest rates and steady inflation. The portfolio is slightly larger, and interest rates are estimated to be 0.5% for FY 2012-13. The General Fund expects to receive \$40,000 from interest earnings in FY 2012-13

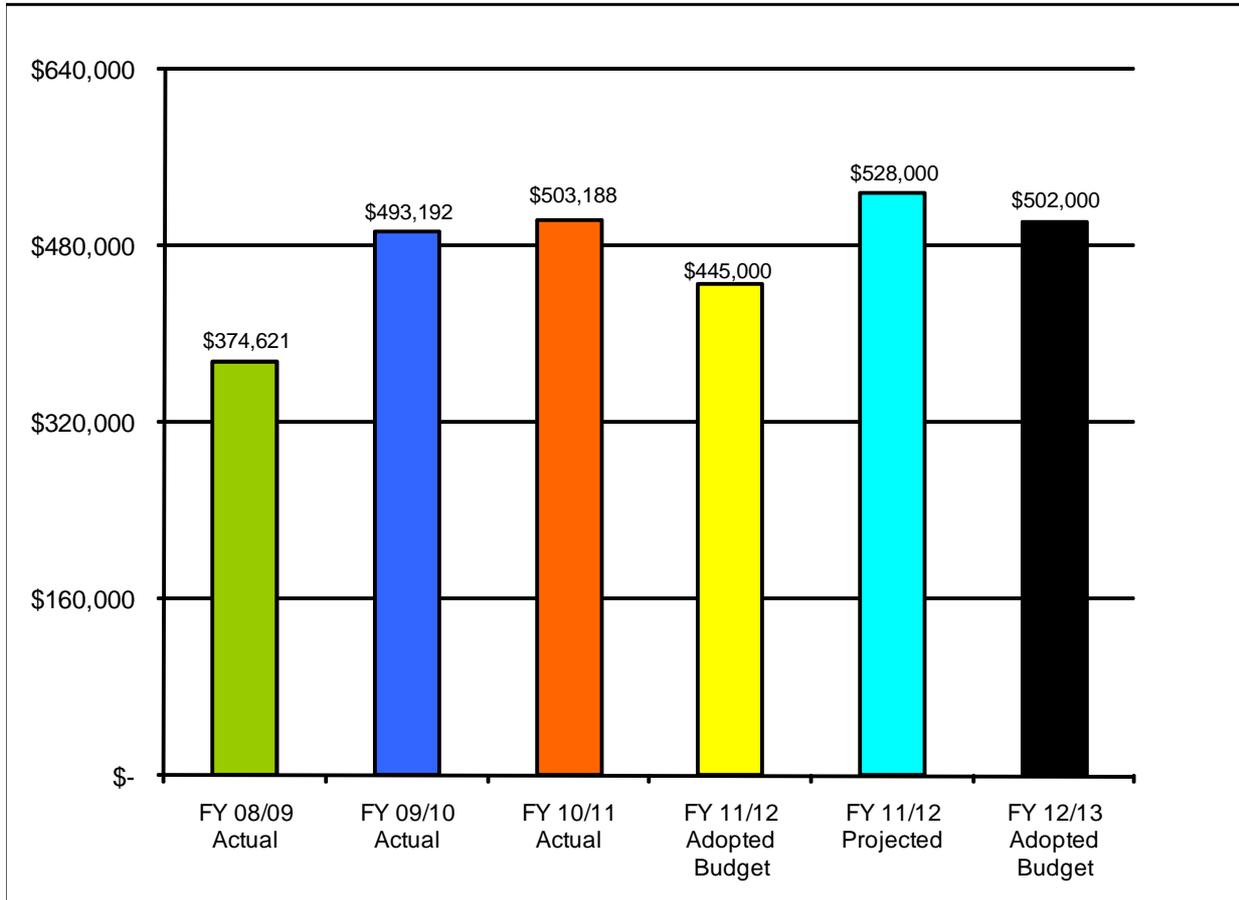
PROPERTY RENTAL: These funds are derived from the rental of Fletcher Cove Community Center and the La Colonia Park Community Center. In addition, this category also includes the rental of space at the Fire Station to CSA 17 for housing the ambulance and paramedics.

SALE OF PERSONAL PROPERTY: This revenue source is primarily derived from the sale of City property at auction. This income can vary widely each year.

REVENUES

SERVICE CHARGES

2008-09 THROUGH 2012-13



SERVICE CHARGES: A service charge is a fee imposed upon the user of a service provided by the City. A service charge can be levied when the service can be measured and sold in marketable units and the user can be identified. The rationale behind service charges is that certain services are primarily for the benefit of individuals rather than the general public. Thus the individual benefiting from a service should pay the cost of that service.

Service charges differ from license and permit fees in that the latter are designed to reimburse the city for costs related to regulatory activities.

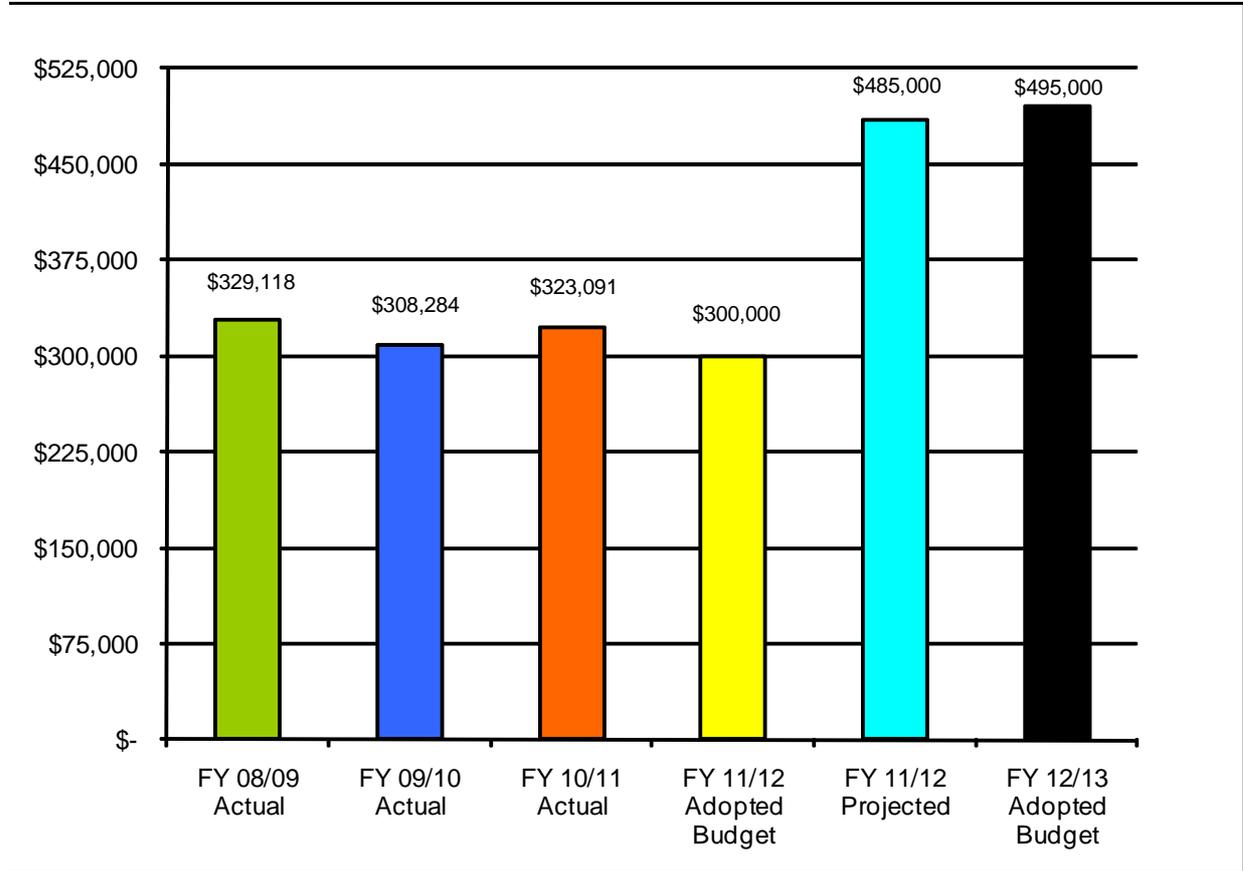
Service charges, on the other hand, are imposed to support services to individuals.

Service charges include planning and zoning services, subdivision review, engineering services, and recreation services, etc.

The City completed an extensive Cost Allocation and User Fee Study in FY 2006-07 to support the full cost recovery of fees that the City charges. The City Council adopted the recommendations of the Study in FY 2006-07 which allows the fees to be adjusted for a CPI increase in the subsequent fiscal years. Staff has not reflected any increases in the budget to reflect CPI increases. The General Fund expects to receive \$502,000 in revenue from service charges in FY 2012-13.

REVENUES

LICENSES AND PERMITS 2008-09 THROUGH 2012-13



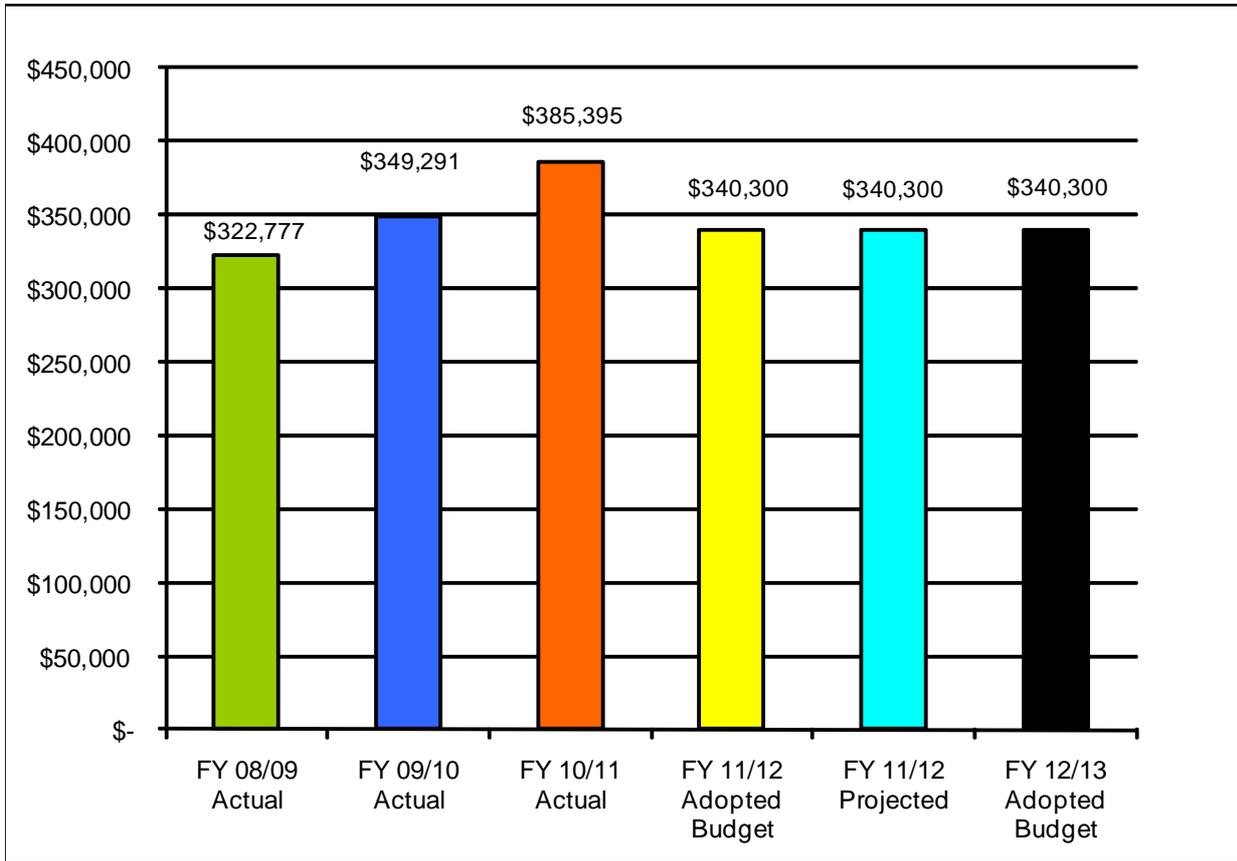
LICENSES AND PERMITS: The State Constitution through the police power (Article XI, Section 7), as well as various statutes, gives cities the authority to engage in certain regulatory activities in the interest of the overall community. Cities may charge license and permit fees as a means of recovering the cost of regulation. These fees may not exceed the actual cost of the regulatory activity.

Fees are commonly charged for building permits, business registration fees, animal licenses, and special permits. The largest source of revenue in this category is for building related permits, from which the City receives 25% of the total fees collected. The remaining 75% is paid to Esgil Corporation for performing building permit services for the City. The City anticipates generating \$495,000 in license and permit fees in FY 2012-13.

REVENUES

FINES AND PENALTIES

2008-09 THROUGH 2012-13



VEHICLE CODE FINES: Cities share with the county all fines collected upon conviction of a misdemeanor or an infraction in any municipal or justice court. In addition, they share bail monies forfeited following a misdemeanor or infraction charge when such fines or forfeiture results from a misdemeanor or infraction committed within city boundaries. Distribution of these revenues varies depending upon whether the fine or forfeiture is derived from a Vehicle Code violation or some other violation and upon the employing agency of the arresting officer. Vehicle Code fines are expected to raise an estimated \$50,000 in FY 2012-13.

PARKING CITATION FINES: Parking citations are issued by both the City's Code Enforcement staff, and the Sheriff's Department. The City contracts with the Sheriff's Department to provide law enforcement for the City of Solana Beach.

Parking citations are expected to raise \$96,000 in revenue for FY 2012-13.

RED LIGHT CITATIONS: The City installed red light cameras at two busy intersections in an effort to reduce the running of red lights. Each violation carries a \$480 fine and the City anticipates grossing \$190,000 in FY 2012-13. The City will pay a third party who administers the citation program a flat monthly fee.

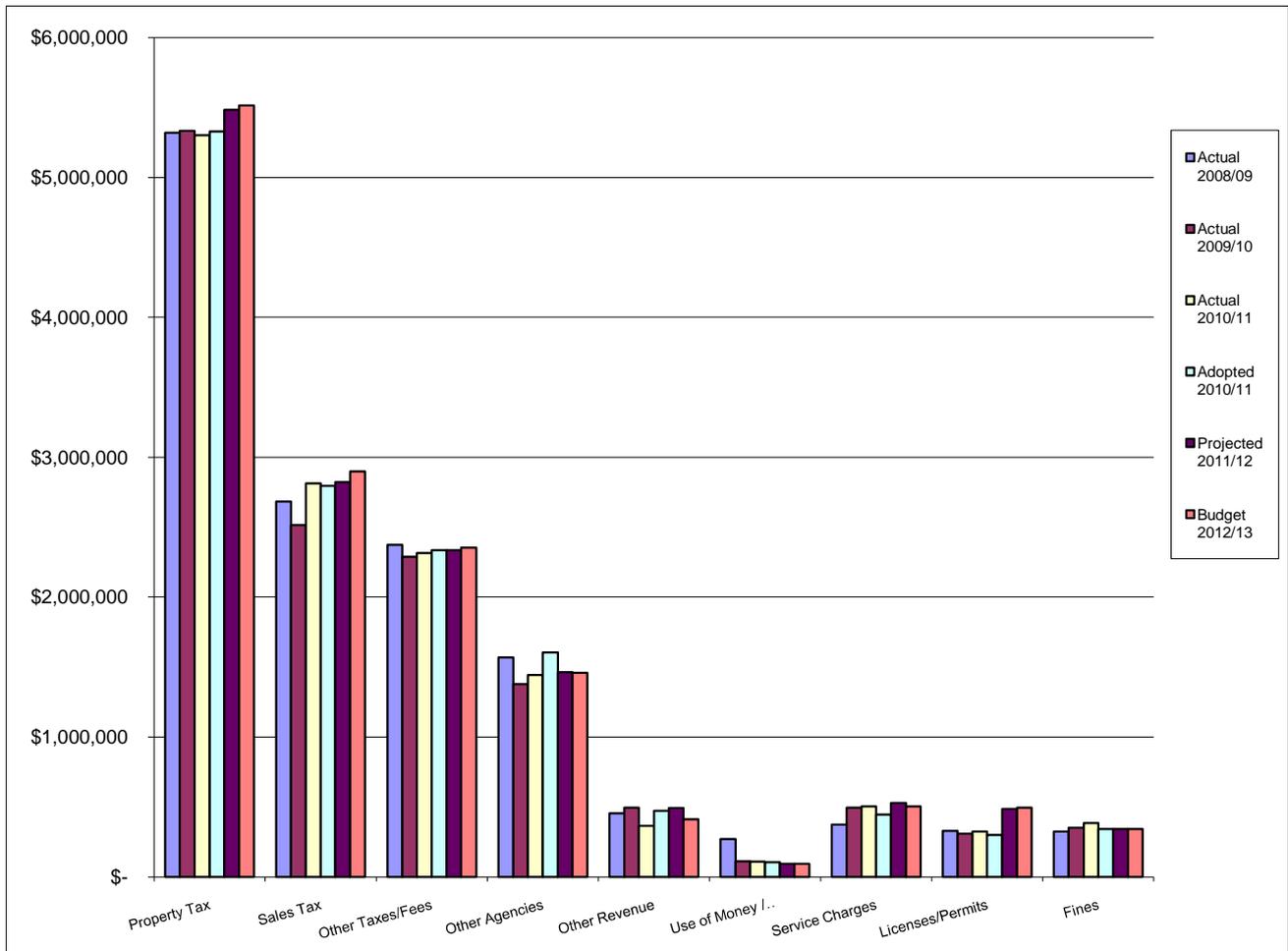
MISCELLANEOUS: The remaining \$4,300 in each fiscal year is comprised of anticipated revenues to be received from false alarm fees and administrative citations.

REVENUES

GENERAL FUND MIX AND TREND

2008/09 Through 2012/13

	Actual 2008/09	Actual 2009/10	Actual 2010/11	Adopted 2010/11	Projected 2011/12	Adopted Budget 2012/13
Property Tax	\$ 5,319,399	\$ 5,332,456	\$ 5,302,265	\$ 5,327,600	\$ 5,482,300	\$ 5,514,200
Sales Tax	2,682,769	2,515,183	2,813,227	2,794,000	2,823,850	2,900,000
Other Taxes/Fees	2,374,656	2,289,392	2,315,515	2,335,000	2,335,000	2,355,000
Other Agencies	1,569,980	1,376,713	1,442,110	1,603,500	1,462,500	1,458,500
Other Revenue	454,174	494,317	364,904	471,300	491,300	412,100
Use of Money / Property	268,697	110,339	108,937	103,000	91,800	92,000
Service Charges	374,621	493,192	503,188	445,000	528,000	502,000
Licenses/Permits	329,118	308,284	323,091	300,000	485,000	495,000
Fines	322,777	349,291	385,395	340,300	340,300	340,300
TOTAL REVENUES	\$ 13,696,191	\$ 13,269,167	\$ 13,558,632	\$ 13,719,700	\$ 14,040,050	\$ 14,069,100



BUDGET SUMMARY



CITY OF SOLANA BEACH FY 2011-2012 AND 2012-2013 BUDGET - FUND BALANCE

FUND #	FUND NAME	FISCAL YEAR 2011-2012			FISCAL YEAR 2012-2013			
		07/01/11 FUND BALANCE	REVENUE/ OTHER SOURCES	EXPENDITURE/ OTHER USES	PROJ 06/30/12 FUND BALANCE	REVENUE/ OTHER SOURCES	EXPENDITURE/ OTHER USES	PROJ 06/30/13 FUND BALANCE
GENERAL FUND (Major Fund)								
RESERVES								
	Public Facilities	73,524	-	-	73,524	20,000	-	93,524
	Park Fees	27,903	-	-	27,903	-	-	27,903
	Community Television Production	5,409	27,000	27,000	27,000	27,000	27,000	5,409
	Street Sweeping	104,354	-	40,900	63,454	43,000	40,900	65,554
	In-Lieu Housing Fees	100,786	-	-	100,786	-	-	100,786
	Parks & Recreation	21,237	-	-	21,237	-	-	21,237
	Public Arts	14,336	-	-	14,336	-	-	14,336
	TOTAL RESERVES	441,759	27,000	92,900	375,859	90,000	92,900	372,959
DESIGNATIONS								
	Low/Mod Housing	137,107	-	137,107	-	-	-	-
	Contingencies (17% of operating exp)	2,335,600	-	-	2,335,600	-	-	2,335,600
	Housing	1,499,500	-	-	1,499,500	-	-	1,499,500
	TOTAL DESIGNATIONS	3,972,207	-	137,107	3,835,100	-	-	3,835,100
	TOTAL UNDESIGNATED	2,335,776	14,013,050	13,611,028	2,737,798	13,979,100	13,852,700	2,864,198
001	SUBTOTAL GENERAL FUND	6,749,742	14,040,050	13,841,035	6,948,757	14,069,100	13,945,600	7,072,257
120	Risk Management Insurance	620,323	380,380	421,500	579,203	324,900	385,100	519,003
125	Workers Compensation Insurance	482,075	272,200	421,513	332,762	461,100	282,500	511,362
135	Asset Replacement	1,813,473	295,838	176,996	1,932,315	319,900	401,700	1,850,515
150	PERS Side Fund	(3,132,587)	426,648	74,399	(2,780,338)	440,500	66,100	(2,405,938)
	TOTAL GENERAL FUND	6,533,026	15,415,116	14,935,443	7,012,699	15,615,500	15,081,000	7,547,199
SPECIAL REVENUE FUNDS (Non-Major Funds)								
202	State Gas Tax Fund	577,749	397,000	350,000	624,749	362,900	462,500	525,149
Special Districts								
203	MID 33 Highway 101	212,483	95,300	43,833	263,950	95,800	47,600	312,150
204	MID 9C Santa Fe Hills	(8,723)	257,400	247,700	977	258,600	254,000	5,577
205	MID 9E Isla Verde	3,037	6,000	5,900	3,137	6,000	6,000	3,137
207	MID 9H San Elijo #2	81,724	90,650	83,100	89,274	90,900	83,100	97,074
208	Coastal Rail Trail Maintenance District	37,201	67,500	74,600	30,101	70,200	70,200	30,101
211	Street Light District	1,500,603	573,600	1,022,662	1,051,541	424,600	556,300	919,841
	Total Special Districts	1,826,325	1,090,450	1,477,795	1,438,980	946,100	1,017,200	1,367,880
212	Transnet Non-Motorized/Proposition A	(596)	-	-	(596)	-	-	(596)
213	Developer Pass-Thru	83,343	43,000	80,092	46,251	100,000	100,000	46,251
214	Fire Mitigation Fees	49,450	3,900	-	53,350	3,100	15,000	41,450
215	Department of Boating & Waterways	16,132	-	144,622	(128,490)	145,000	120,000	(103,490)
218	Transnet - Motorized	954,014	3,600	604,563	353,051	3,600	353,000	3,651
219	COPS	114,693	100,200	100,000	114,893	200	100,000	15,093
220	TDA	(25,000)	25,000	-	-	-	-	-
228	Transnet Extension	(21,567)	150	487,925	(509,342)	6,847,100	6,304,800	32,958
240	CDBG	(78,791)	63,337	-	(15,454)	131,000	131,000	(15,454)

CITY OF SOLANA BEACH FY 2011-2012 AND 2012-2013 BUDGET - FUND BALANCE

FUND #	FUND NAME	FISCAL YEAR 2011-2012				FISCAL YEAR 2012-2013			
		07/01/11		PROJ 06/30/12		07/01/12		PROJ 06/30/13	
		FUND BALANCE	OTHER SOURCES	EXPENDITURE/ OTHER USES	FUND BALANCE	OTHER SOURCES	EXPENDITURE/ OTHER USES	FUND BALANCE	OTHER USES
241	CALTRANS	59,636	100	-	59,736	100	-	59,836	-
243	SEEG/VEEM	693	-	-	693	-	-	693	-
244	TEA21/ISTEA	(128,296)	-	-	(128,296)	-	-	(128,296)	-
245	TEA	(40,674)	-	-	(40,674)	-	-	(40,674)	-
246	Miscellaneous Grants	8,026	400	1,936	6,490	19,500	19,500	6,490	-
250	Coastal Business/Visitors TOT	160,413	83,500	34,500	209,413	81,400	34,500	256,313	-
263	Housing	425,193	1,400	-	426,593	1,400	-	427,993	-
264	City/RDA Low/Moderate Housing	592,501	93,987	683,466	3,022	1,100	-	4,122	-
265	Affordable Housing Grant	-	746,821	552,882	193,939	-	-	193,939	-
270	Public Safety Special Revenue	12,358	19,500	49,166	(17,308)	19,500	19,500	(17,308)	-
TOTAL SPECIAL REVENUE FUNDS		4,585,602	2,672,345	4,566,947	2,691,000	8,662,000	8,677,000	2,676,000	-
DEBT SERVICE FUNDS (Non-Major Funds)									
317	Public Facilities	196,015	1,589,622	1,744,928	40,709	117,700	154,400	4,009	-
320	Capital Leases	2,535	154,400	154,325	2,610	225,400	225,400	2,610	-
362	SA/RDA Debt Service	723,739	371,357	923,915	171,181	500	241,300	(69,619)	-
TOTAL DEBT SERVICE FUNDS		922,289	2,115,379	2,823,168	214,500	343,600	621,100	(63,000)	-
CAPITAL PROJECTS FUNDS (Non-Major Funds)									
416	SA/Redevelopment Capital Projects	112,828	643,243	781,186	(25,115)	-	250,800	(275,915)	-
420	Public Improvement Grant	-	648,309	561,779	86,530	-	-	86,530	-
450	Sand Replenishment TOT	337,468	163,200	115,000	385,668	163,200	110,400	438,468	-
459	Miscellaneous Capital Projects	698,773	932,155	1,420,933	209,995	552,200	762,100	95	-
47X	Assessment Districts	205,073	800	-	205,873	800	-	206,673	-
TOTAL CAPITAL PROJECTS FUNDS		1,354,142	2,387,707	2,878,898	862,951	716,200	1,123,300	455,851	-
PROPRIETARY FUNDS (Major Fund)									
509	Sanitation	22,974,310	4,719,137	5,905,348	21,788,099	4,704,100	6,029,600	20,462,599	-
TOTAL PROPRIETARY FUNDS		22,974,310	4,719,137	5,905,348	21,788,099	4,704,100	6,029,600	20,462,599	-
TOTAL FUND BALANCE - ALL FUNDS		36,369,369	27,309,684	31,109,804	32,569,249	30,041,400	31,532,000	31,078,649	-

REVENUE SUMMARY BY FUND

FUND	DESCRIPTION	2009-2010 ACTUAL	2010-2011 ACTUAL	2011-2012 ADOPTED	2011-2012 PROJECTED	2012-2013 ADOPTED BUDGET
001	GENERAL FUND	13,553,235	13,695,739	13,719,700	14,040,050	14,069,100
120	RISK MANAGEMENT/INSURANCE	256,138	352,924	361,500	380,380	324,900
125	WORKER'S COMPENSATION INS	162,877	452,149	272,500	272,200	461,100
135	ASSET REPLACEMENT	319,391	361,610	298,100	295,838	319,900
150	PERS SIDE FUND	-	-	-	426,648	440,500
202	GAS TAX	351,944	353,189	380,101	397,000	362,900
203	MID 33 HIGHWAY 101	97,604	97,714	95,800	95,300	95,800
204	MID 9C SANTA FE HILLS	252,937	251,174	258,700	257,400	258,600
205	MID 9E ISLA VERDE	6,192	6,437	6,000	6,000	6,000
207	MID 9H SAN ELIJO #2	91,466	92,555	90,900	90,650	90,900
208	CRT MAINTENANCE DISTRICT	67,984	68,677	67,500	67,500	70,200
211	STREET LIGHT DISTRICT	427,659	424,912	425,300	573,600	424,600
212	PROPOSITION A/TRANSNET NM	-	-	-	-	-
213	DEVELOPER PASS-THRU	-	137,752	100,000	43,000	100,000
214	FIRE MITIGATION FEES	3,046	4,068	3,200	3,900	3,100
215	BOATING & WATERWAYS	71,294	83	145,000	-	145,000
217	CLEEP GRANT	-	-	-	-	-
218	TRANSNET MOTORIZED	7,960	26,313	5,200	3,600	3,600
219	COPS	112,055	99,859	300	100,200	200
220	TDA	-	-	-	25,000	-
228	TRANSNET II	-	114	1,373,300	150	6,847,100
240	CDBG	-	24,268	-	63,337	131,000
241	CALTRANS	278	211	200	100	100
243	SEEG/EEM	-	-	-	-	-
244	TEA21/ISTEA	-	-	-	-	-
245	TEA	-	-	-	-	-
246	MISCELLANEOUS GRANT FUND	1,294	96	70,400	400	19,500
250	COASTAL BUSINESS/VISTORS	71,928	79,389	81,400	83,500	81,400
263	HOUSING	2,811	1,991	2,000	1,400	1,400
264	CITY/RDA LOW_MODERATE HOUSING	160,952	159,189	157,100	93,987	1,100
265	AFFORDABLE HOUSING GRANT	-	-	-	746,821	-
270	PUBLIC SAFETY SPECIAL REVENUES	9,526	54,212	19,500	19,500	19,500
317	PUBLIC FACILITIES	213,443	327,210	164,400	1,589,622	117,700
320	CAPITAL LEASE	154,400	154,400	154,400	154,400	225,400
362	SA/RDA DEBT SERVICE	799,654	633,147	782,800	371,357	500
416	SA/RDA CAPITAL PROJECTS	150,874	156,958	193,300	643,243	-
420	PUBLIC IMPROVEMENT GRANT	-	-	-	648,309	-
450	SAND REPLENISHMENT/RETENTION CIP	144,401	151,969	163,200	163,200	163,200
459	MISC. CAPITAL PROJECTS	54,437	480,225	91,200	932,155	552,200
47X	ASSESSMENT DISTRICTS CIP	1,863	1,276	1,200	800	800
509	SANITATION	4,789,368	4,566,461	4,526,300	4,719,137	4,704,100
TOTAL CITY & RDA FUNDS		22,337,010	23,216,271	24,010,501	27,309,684	30,041,400

REVENUES BY MAJOR CATEGORIES AND SOURCES

	2009-2010	2010-2011	2011-2012		2012-2013
	ACTUAL	ACTUAL	ADOPTED BUDGET	2011-2012 PROJECTED	ADOPTED BUDGET
GENERAL FUND (Major Fund)					
Tax Revenues					
Property Taxes - Current	5,185,909	5,234,499	5,127,600	5,360,600	5,414,200
Property Taxes - Delinquent	146,547	67,766	200,000	121,700	100,000
Total Property Taxes	5,332,456	5,302,265	5,327,600	5,482,300	5,514,200
Sales and Use Tax	1,939,687	2,101,453	2,104,500	2,124,450	2,174,600
Sales Tax (County)	575,496	711,774	689,500	699,400	725,400
Transient Occupancy Tax - Hotels	560,947	609,079	630,000	630,000	630,000
TOT - Short-term Vacation Rentals	154,311	143,875	180,000	180,000	180,000
Franchise Fees	652,485	663,659	668,000	668,000	688,000
Property Transfer Tax	116,641	91,304	90,000	90,000	90,000
Street Sweeping	43,407	43,407	43,000	43,000	43,000
Hazardous Household Waste	27,731	27,731	24,000	24,000	24,000
Fire Benefit Fees	464,372	468,659	460,000	460,000	460,000
Solid Waste Fee NPDES	242,109	240,681	240,000	240,000	240,000
RDA Pass Thru Payments	27,389	27,120	-	-	-
Total Taxes and Fees Revenues	10,137,031	10,431,007	10,456,600	10,641,150	10,769,200
Licenses and Permits					
Business Registration	57,710	69,389	55,000	210,000	200,000
Building/Plumbing/Electrical/ Permits	192,776	198,125	195,500	225,500	245,500
Animal Licenses	21,372	22,016	20,000	20,000	20,000
Other Special Permits	36,426	33,561	29,500	29,500	29,500
Total Licenses and Permits	308,284	323,091	300,000	485,000	495,000
Fines and Penalties					
CVC Fines	55,438	52,753	50,000	50,000	50,000
Admin Citations	5,900	1,750	2,000	2,000	2,000
Parking Citations	118,387	107,378	96,000	96,000	96,000
Red Light Citations	164,466	221,576	190,000	190,000	190,000
False Alarm Fines	5,100	1,938	2,300	2,300	2,300
Total Fines and Penalties	349,291	385,395	340,300	340,300	340,300
Use of Money and Property					
Investment Interest Earnings	56,927	45,115	40,000	40,000	40,000
Interest on Loan to RDA	2,490	-	-	-	-
Property Rental	50,922	63,822	63,000	51,800	52,000
Total Investments and Rentals	110,339	108,937	103,000	91,800	92,000
Intergovernmental Revenues					
Motor Vehicle in-Lieu	1,166,460	1,185,292	1,158,000	1,174,000	1,170,000
State Homeowners Exemption (HOE)	51,731	51,658	48,000	48,000	48,000
Off Track Betting (OTB)	68,876	57,794	50,000	50,000	50,000
CSA 17	15,768	-	-	-	-
Fire Revenue from Other Agencies	60,060	124,686	170,500	170,500	170,500
Miscellaneous	13,818	22,680	177,000	20,000	20,000
Total Intergovernmental Revenues	1,376,713	1,442,110	1,603,500	1,462,500	1,458,500

REVENUES BY MAJOR CATEGORIES AND SOURCES

	2009-2010	2010-2011	2011-2012	2011-2012	2012-2013
	ACTUAL	ACTUAL	ADOPTED BUDGET	PROJECTED	ADOPTED BUDGET
Service Charges					
Planning and Zoning	175,583	149,721	94,000	150,000	150,000
Building/Plan Check Fees	154,344	136,994	150,000	150,000	150,000
Public Facilities Fees	22,688	23,223	19,000	46,000	20,000
Engineering Fees	76,864	109,435	75,000	75,000	75,000
Ramp Fees	19,375	-	5,000	5,000	5,000
Other Fees and Charges	124	190	-	-	-
Fire Plan Check Fees	7,403	47,806	70,000	70,000	70,000
Recreation Fees	35,611	35,819	32,000	32,000	32,000
Park Fees	1,200	-	-	-	-
Total Service Charges	493,192	503,188	445,000	528,000	502,000
Other Revenues					
Junior Lifeguard Program	182,282	100,309	199,600	199,600	199,600
Special Contributions	-	25,564	-	-	12,500
Miscellaneous Revenues	174,035	85,260	131,700	151,700	60,000
Administration Charges	138,000	153,771	140,000	140,000	140,000
Total Other Revenues	494,317	364,904	471,300	491,300	412,100
Subtotal General Fund	13,269,167	13,558,632	13,719,700	14,040,050	14,069,100
Risk Management Insurance					
Investment Interest Earnings	3,480	3,226	3,000	1,900	2,500
Miscellaneous	2,459	22,798	2,500	22,480	2,500
Departmental Charges	225,000	326,900	356,000	356,000	319,900
Total Risk Management	230,939	352,924	361,500	380,380	324,900
Workers' Compensation Insurance					
Investment Interest Earnings	1,877	2,693	1,500	1,200	1,500
Miscellaneous	-	77,556	-	-	-
Departmental Charges	161,000	371,900	271,000	271,000	459,600
Total Worker's Compensation	162,877	452,149	272,500	272,200	461,100
Asset Replacement					
Investment Interest Earnings	11,191	9,607	9,000	6,738	9,000
Miscellaneous Revenues	-	49,403	-	-	-
Departmental Charges	308,200	302,600	289,100	289,100	310,900
Total Asset Replacement	319,391	361,610	298,100	295,838	319,900
PERS Side Fund					
Departmental Charges	-	-	-	426,648	440,500
TOTAL GENERAL FUND	13,982,374	14,725,315	14,651,800	15,415,116	15,615,500

REVENUES BY MAJOR CATEGORIES AND SOURCES

	2009-2010 ACTUAL	2010-2011 ACTUAL	2011-2012 ADOPTED BUDGET	2011-2012 PROJECTED	2012-2013 ADOPTED BUDGET
SPECIAL REVENUE FUNDS (Minor Funds)					
State Gas Tax Fund					
Investment Interest Earnings	2,441	2,511	2,100	2,000	1,800
State Gas Taxes 2105/2106/2107/2107.5	226,405	330,288	225,283	210,000	215,700
State Gas Taxes 2103(Prop 42 Replacement)	-	-	152,718	185,000	145,400
Proposition 42	123,097	-	-	-	-
Total State Gas Tax Fund	351,944	332,799	380,101	397,000	362,900
MID 33 Highway 101					
Property Tax	83,974	83,626	83,000	82,400	83,000
Benefit Fees	12,152	12,460	11,500	11,500	11,500
State HOE	815	815	600	600	600
Investment Interest Earnings	663	812	700	800	700
Total MID 33 Highway 101	97,604	97,714	95,800	95,300	95,800
MID 9C Santa Fe Hills					
Property Tax	156,095	154,265	162,000	160,800	162,000
Benefit Fees	94,882	95,334	95,000	95,000	95,000
State HOE	1,512	1,501	1,500	1,500	1,500
Investment Interest Earnings	447	74	200	100	100
Total MID 9C Santa Fe Hills	252,937	251,174	258,700	257,400	258,600
MID 9E Isla Verde					
Benefit Fees	6,188	6,434	6,000	6,000	6,000
Investment Interest Earnings	4	3	-	-	-
Total MID 9E Isla Verde	6,192	6,437	6,000	6,000	6,000
MID 9H San Elijo #2					
Property Tax	56,579	57,586	56,200	55,800	56,200
Benefit Fees	34,026	34,170	34,200	34,200	34,200
State HOE	548	561	400	400	400
Investment Interest Earnings	313	238	100	250	100
Total MID 9H San Elijo #2	91,466	92,555	90,900	90,650	90,900
Coastal Rail Trail Maintenance District					
Benefit Fees	67,937	68,636	67,500	67,500	70,200
Investment Interest Earnings	47	41	-	-	-
Total CRT Maintenance District	67,984	68,677	67,500	67,500	70,200
Street Light District					
Property Tax	337,897	336,209	338,900	336,400	338,900
Benefit Fees	78,071	78,814	76,700	76,700	76,700
State HOE	3,289	3,289	3,200	3,200	3,200
Investment Interest Earnings	8,403	6,600	6,500	5,800	5,800
Proceeds from Long Term Debt	-	-	-	151,500	-
Total Street Light District	427,659	424,912	425,300	573,600	424,600
Developer Pass-Thru					
Charges for Services	-	137,752	100,000	43,000	100,000
Fire Mitigation Fees					
Investment Interest Earnings	333	210	200	100	100
Charges for Services	2,714	3,858	3,000	3,800	3,000
Total Fire Mitigation Fees	3,046	4,068	3,200	3,900	3,100
Department of Boating & Waterways					
Investment Interest Earnings	44	83	-	-	-
Intergovernmental	71,250	-	145,000	-	145,000
Total Dept. of Boating & Waterways	71,294	83	145,000	-	145,000
Transnet - Motorized					
Intergovernmental	-	21,001	-	-	-
Investment Interest Earnings	7,960	5,312	5,200	3,600	3,600
Total Transnet - Motorized	7,960	26,313	5,200	3,600	3,600

REVENUES BY MAJOR CATEGORIES AND SOURCES

	2009-2010 ACTUAL	2010-2011 ACTUAL	2011-2012 ADOPTED BUDGET	2011-2012 PROJECTED	2012-2013 ADOPTED BUDGET
COPS					
Intergovernmental	111,588	99,757	-	100,000	-
Investment Interest Earnings	467	101	300	200	200
Total COPS	112,055	99,859	300	100,200	200
TDA					
Intergovernmental	-	-	-	25,000	-
Transnet Extension					
Intergovernmental	-	-	1,373,000	-	1,346,800
Proceeds from Long Term Debt	-	-	-	-	5,500,000
Investment Interest Earnings	-	114	300	150	300
Total Transnet II	-	114	1,373,300	150	6,847,100
CDBG					
Intergovernmental	-	24,268	-	63,337	131,000
CALTRANS					
Investment Interest Earnings	278	211	200	100	100
Miscellaneous Grants					
Investment Interest Earnings	1,294	96	-	400	-
Intergovernmental	-	-	70,400	-	19,500
Total Miscellaneous Grants	1,294	96	70,400	400	19,500
Coastal Business/Visitors TOT					
Transient Occupancy Tax - Hotels	56,095	60,908	63,000	63,000	63,000
TOT - Short-term Vacation Rentals	15,431	14,388	18,000	18,000	18,000
Investment Interest Earnings	402	594	400	500	400
Miscellaneous	-	3,500	-	2,000	-
Total Coastal Business/Visitors	71,928	79,389	81,400	83,500	81,400
Housing					
Investment Interest Earnings	2,811	1,991	2,000	1,400	1,400
City/RDA Low_Moderate Housing					
Tax Increment	-	157,584	-	92,787	-
Investment Interest Earnings	1,700	1,605	1,100	1,200	1,100
Total RDA Low/Moderate Housing	1,700	159,189	1,100	93,987	1,100
Public Safety Special Revenues					
CSA 17	9,526	49,065	19,500	19,500	19,500
Miscellaneous	-	5,147	-	-	-
	9,526	54,212	19,500	19,500	19,500
TOTAL SPECIAL REVENUE FUNDS	1,577,677	1,861,813	3,125,901	1,925,524	8,662,000
DEBT SERVICE FUNDS (Minor Funds)					
Public Facilities					
Other Financing Sources	-	-	-	1,397,222	-
Investment Interest Earnings	8,291	8,210	12,000	4,000	-
	8,291	8,210	12,000	1,401,222	-
SA/RDA Debt Service					
Investment Interest Earnings	3,392	2,810	3,000	211	500
Tax Increment	796,263	630,338	779,800	371,146	-
Total RDA Debt Service	799,654	633,147	782,800	371,357	500
TOTAL DEBT SERVICE FUNDS	807,945	641,358	794,800	1,772,579	500

REVENUES BY MAJOR CATEGORIES AND SOURCES

	2009-2010 ACTUAL	2010-2011 ACTUAL	2011-2012 ADOPTED BUDGET	2011-2012 PROJECTED	2012-2013 ADOPTED BUDGET
CAPITAL PROJECTS FUNDS (Minor Funds)					
SA/Redevelopment Capital Projects					
Investment Interest Earnings	93	95	100	60	-
Sand Replenishment TOT					
Transient Occupancy Tax - Hotels	112,189	121,816	126,000	126,000	126,000
TOT - Short-term Vacation Rentals	30,862	28,775	36,000	36,000	36,000
Investment Interest Earnings	1,349	1,379	1,200	1,200	1,200
Total Sand Replenishment	144,401	151,969	163,200	163,200	163,200
Miscellaneous Capital Projects					
Investment Interest Earnings	6,837	3,254	3,000	2,600	1,500
Miscellaneous	25,500	389,735	-	111,195	359,100
Proceeds from Long Term Debt	-	-	-	653,100	-
Total Misc. Capital Projects	32,337	392,989	3,000	766,895	360,600
Assessment Districts					
Investment Interest Earnings	1,863	1,276	1,200	800	800
TOTAL CAPITAL PROJECTS FUNDS	178,693	546,329	167,500	930,955	524,600
PROPRIETARY FUNDS (Major Fund)					
Sanitation					
Service Charges	4,498,182	4,501,364	4,472,500	4,472,500	4,584,300
Connection Fees	-	-	-	-	-
Investment Interest Earnings/Rentals	73,634	51,294	40,000	129,400	106,000
Miscellaneous	217,552	13,803	13,800	13,800	13,800
Proceeds from Long Term Debt	-	-	-	103,437	-
Total Sanitation	4,789,368	4,566,461	4,526,300	4,719,137	4,704,100
TOTAL PROPRIETARY FUNDS	4,789,368	4,566,461	4,526,300	4,719,137	4,704,100
TOTAL - CITY & RDA FUNDS	21,336,058	22,341,275	23,266,301	24,763,311	29,506,700
OTHER SOURCES OF FUNDS					
Transfers In					
General Fund					
Risk Management	118,527	-	-	-	-
Miscellaneous Capital Projects	165,541	-	-	-	-
Designated for Low/Mod Housing	-	137,107	-	-	-
Worker's Compensation					
General Fund - Undesignated	25,199	-	-	-	-
RDA Low/Moderate Housing	159,252	-	156,000	-	-
Affordable Housing Grant	-	-	-	746,821	-
Gas Tax	-	20,390	-	-	-
Debt Service Funds:					
Public Facilities	205,152	319,000	152,400	188,400	117,700
Capital Lease	154,400	154,400	154,400	154,400	225,400
Capital Projects Funds:					
Miscellaneous Capital Projects	22,100	87,236	88,200	165,260	191,600
Public Improvement Grant	-	-	-	648,309	-
RDA Capital Projects	150,781	156,863	193,200	643,183	-
Total Transfers In	1,000,952	874,996	744,200	2,546,373	534,700
TOTAL OTHER SOURCES OF FUNDS	1,000,952	874,996	744,200	2,546,373	534,700
GRAND TOTAL REVENUES	22,337,010	23,216,271	24,010,501	27,309,684	30,041,400

EXPENDITURE SUMMARY BY FUND

FUND	DESCRIPTION	2009-2010 ACTUAL	2010-2011 ACTUAL	2011-2012 ADOPTED	2011-2012 PROJECTED	2012-2013 ADOPTED BUDGET
001	GENERAL FUND	13,896,631	13,927,843	13,595,600	13,841,035	13,945,600
120	RISK MANAGEMENT/INSURANCE	333,990	241,330	356,500	421,500	385,100
125	WORKER'S COMPENSATION INS	364,297	269,174	271,500	421,513	282,500
135	EQUIPMENT REPLACEMENT	263,375	185,635	244,900	176,996	401,700
150	PERS SIDE FUND	-	-	-	74,399	66,100
202	GAS TAX	363,341	193,979	250,000	350,000	462,500
203	MID 33 HIGHWAY 101	52,757	47,574	53,000	43,833	47,600
204	MID 9C SANTA FE HILLS	300,195	304,188	253,000	247,700	254,000
205	MID 9E ISLA VERDE	5,858	5,899	6,000	5,900	6,000
207	MID 9H SAN ELIJO #2	83,528	83,641	83,100	83,100	83,100
208	CRT MAINTENANCE DISTRICT	60,468	56,317	74,600	74,600	70,200
211	STREET LIGHT DISTRICT	290,995	234,255	438,400	1,022,662	556,300
212	PROPOSITION A/TRANSNET NM	-	-	-	-	-
213	DEVELOPER PASS-THRU	-	54,409	100,000	80,092	100,000
214	FIRE MITIGATION FEES	21,152	8,257	15,000	-	15,000
215	BOATING & WATERWAYS	35,602	34,625	145,000	144,622	120,000
218	TRANSNET MOTORIZED	-	244,522	694,000	604,563	353,000
219	COPS	112,055	99,982	100,000	100,000	100,000
220	TDA	8,527	25,010	-	-	-
228	TRANSNET EXTENSION	6,985	68,217	1,329,150	487,925	6,304,800
240	CDBG	480	87,605	-	-	131,000
241	CALTRANS	-	-	-	-	-
243	SEEG/EEM	-	-	-	-	-
244	TEA21/ISTEA	-	-	-	-	-
245	TEA	-	-	-	-	-
246	MISCELLANEOUS GRANT FUND	231,210	88,621	70,400	1,936	19,500
250	COASTAL BUSINESS/VISTORS	41,865	39,883	34,500	34,500	34,500
263	HOUSING	-	-	-	-	-
264	CITY/RDA LOW/MODERATE HOUSING	22,099	237,715	25,000	683,466	-
265	AFFORDABLE HOUSING GRANT	-	-	-	552,882	-
270	PUBLIC SAFETY SPECIAL REVENUE	-	51,379	19,500	49,166	19,500
317	PUBLIC FACILITIES	322,431	322,891	175,900	1,744,928	154,400
320	CAPITAL LEASE	154,325	154,325	154,400	154,325	225,400
362	SA/RDA DEBT SERVICE	999,054	672,408	807,000	923,915	241,300
416	SA/RDA CAPITAL PROJECTS	287,730	156,863	170,062	781,186	250,800
420	PUBLIC IMPROVEMENT GRANT	-	-	-	561,779	-
450	SAND REPLENISHMENT TOT - CIP	66,682	66,682	110,400	115,000	110,400
459	MISC. CAPITAL PROJECTS	604,311	438,770	596,995	1,420,933	762,100
47X	ASSESSMENT DISTRICTS CIP	9,418	9,418	-	-	-
509	SANITATION	6,881,723	4,687,475	5,947,466	5,905,348	6,029,600
TOTAL CITY & RDA FUNDS		25,821,084	23,098,890	26,121,373	31,109,804	31,532,000

EXPENDITURES & OTHER FINANCING USES

	2009-2010 ACTUAL	2010-2011 ACTUAL	2011-2012 ADOPTED BUDGET	2011-2012 PROJECTED	2012-2013 ADOPTED BUDGET
GENERAL FUND (Major Fund)					
General Government					
City Council	211,542	218,108	219,700	216,902	225,200
City Clerk	342,296	306,935	314,900	318,508	295,500
City Attorney	471,576	500,504	523,000	477,391	525,100
City Manager	435,518	394,429	325,500	301,167	323,000
Finance	699,062	725,970	577,700	674,968	620,400
Non-Departmental	34,499	35,256	30,100	26,815	25,700
Human Resources	242,060	279,429	266,700	250,420	254,900
Information Services	304,249	296,494	315,900	305,653	312,900
Total General Government	2,740,802	2,757,127	2,573,500	2,571,825	2,582,700
Community Development					
Planning	776,373	707,964	579,100	553,364	556,000
Building Services	264,412	292,761	333,800	340,152	285,600
Total Community Development	1,040,785	1,000,724	912,900	893,516	841,600
Public Safety					
Law Enforcement	2,999,138	2,912,712	3,025,500	2,996,027	3,077,200
Fire Department	3,595,386	3,619,224	3,758,600	3,867,040	4,052,800
Animal Regulation	79,900	83,705	94,900	94,683	94,500
Code/Parking Enforcement	345,161	225,370	226,400	222,955	231,100
Emergency Preparedness	17,561	17,954	25,600	19,850	25,600
Marine Safety	708,987	684,878	655,300	643,563	697,900
Junior Lifeguards	187,713	185,905	199,600	170,086	197,700
Shoreline Protection	41,403	43,039	51,800	43,500	43,500
Total Public Safety	7,975,249	7,772,787	8,037,700	8,057,703	8,420,300
Public Works					
Engineering	367,141	451,068	299,000	322,481	303,700
Storm Water Management	254,716	226,386	251,400	245,244	251,200
Street Maintenance	400,008	385,253	336,000	324,722	344,400
Traffic Safety	154,295	158,619	185,200	185,200	128,300
Street Sweeping	34,723	41,180	40,900	40,900	40,900
Park Maintenance	305,311	310,175	288,900	287,618	290,800
Public Facilities	140,366	118,194	150,500	150,500	150,500
Total Public Works	1,656,560	1,690,876	1,551,900	1,556,666	1,509,800
Community Services					
Community Services	82,522	125,476	102,600	103,691	105,900
Recreation	148,262	154,227	176,400	166,867	176,000
Total Community Services	230,784	279,703	279,000	270,557	281,900
Subtotal General Fund					
	13,644,180	13,501,217	13,355,000	13,350,268	13,636,300
Risk Management Insurance	215,463	241,330	356,500	421,500	385,100
Workers' Compensation Insurance	364,297	269,174	271,500	421,513	282,500
Asset Replacement	108,975	31,235	90,500	22,596	247,300
PERS Side Fund	-	-	-	74,399	66,100
TOTAL GENERAL FUND	14,332,915	14,042,956	14,073,500	14,290,276	14,617,300

EXPENDITURES & OTHER FINANCING USES

	2009-2010 ACTUAL	2010-2011 ACTUAL	2011-2012 ADOPTED BUDGET	2011-2012 PROJECTED	2012-2013 ADOPTED BUDGET
SPECIAL REVENUE FUNDS (Minor Funds)					
State Gas Tax Fund	363,341	193,979	250,000	350,000	462,500
Special Districts					
MID 33 Highway 101	52,757	47,574	53,000	43,833	47,600
MID 9C Santa Fe Hills	300,195	304,188	253,000	247,700	254,000
MID 9E Isla Verde	5,858	5,899	6,000	5,900	6,000
MID 9H San Elijo #2	83,528	83,641	83,100	83,100	83,100
Coastal Rail Trail Maint District	60,468	56,317	74,600	74,600	70,200
Street Light District					
Public Works	258,513	234,222	260,900	254,997	272,800
Capital Projects	32,482	33	177,500	767,665	212,500
Total Street Light District	290,995	234,255	438,400	1,022,662	485,300
Total Special Districts	793,801	731,873	908,100	1,477,795	946,200
Developer Pass-Thru	-	54,409	100,000	80,092	100,000
Fire Mitigation Fees	21,152	8,257	15,000	-	15,000
Dept of Boating & Waterways	35,602	34,625	145,000	144,622	120,000
Transnet - Motorized	-	244,522	694,000	604,563	353,000
COPS	112,055	99,982	100,000	100,000	100,000
TDA	8,527	25,010	-	-	-
Transet Extension	6,985	68,217	1,329,150	487,925	6,304,800
CDBG	480	87,605	-	-	131,000
Miscellaneous Grants	231,210	88,621	70,400	1,936	19,500
Coastal Business/Visitors TOT	41,865	39,883	34,500	34,500	34,500
RDA Low/Moderate Housing					
Community Development	22,099	-	25,000	416	-
Capital Projects	-	100,608	-	73,336	-
Total RDA Low/Moderate Housing	22,099	100,608	25,000	73,752	-
Affordable Housing Grant	-	-	-	552,882	-
Public Safety Special Revenues	-	51,379	19,500	49,166	19,500
TOTAL SPECIAL REVENUE FUNDS	1,637,117	1,828,969	3,690,650	3,957,233	8,606,000
DEBT SERVICE FUNDS (Minor Funds)					
Public Facilities	322,431	322,891	175,900	1,744,928	154,400
Capital Lease	154,325	154,325	154,400	154,325	225,400
SA/RDA Debt Service					
Pass Through Payments/Other	457,299	281,387	226,400	49,332	8,000
Debt Service	231,722	234,158	231,400	231,400	233,300
Total SA/Redevelopment Debt Service	689,021	515,545	457,800	280,732	241,300
TOTAL DEBT SERVICE FUNDS	1,165,777	992,761	788,100	2,179,985	621,100
CAPITAL PROJECTS FUNDS (Minor Funds)					
SA/Redevelopment Capital Projects					
Administration	145,302	156,863	163,300	132,877	250,800
Capital Projects	142,428	-	6,762	-	-
Total SA/Redevelopment CIP	287,730	156,863	170,062	132,877	250,800
Public Improvement Grant	-	-	-	561,779	-
Sand Replenishment TOT	66,682	66,682	110,400	115,000	110,400
Miscellaneous Capital Projects	438,770	438,770	596,995	1,420,933	762,100
Assessment Districts	9,418	9,418	-	-	-
TOTAL CAPITAL PROJECTS FUNDS	802,600	671,733	877,457	2,230,589	1,123,300

EXPENDITURES & OTHER FINANCING USES

	2009-2010 ACTUAL	2010-2011 ACTUAL	2011-2012 ADOPTED BUDGET	2011-2012 PROJECTED	2012-2013 ADOPTED BUDGET
PROPRIETARY FUND (Major Fund)					
Sanitation					
Maintenance	2,559,041	2,874,845	2,833,200	3,299,736	2,850,300
Debt Service	1,476,225	1,478,591	1,489,666	1,517,963	1,421,900
Improvements (San Elijo JPA)	119,847	164,729	389,600	394,814	392,400
Capital Projects	2,726,610	169,310	1,235,000	692,835	1,365,000
Total Sanitation	6,881,723	4,687,475	5,947,466	5,905,348	6,029,600
TOTAL PROPRIETARY FUNDS	6,881,723	4,687,475	5,947,466	5,905,348	6,029,600
TOTAL - CITY & RDA FUNDS	24,820,132	22,223,894	25,377,173	28,563,431	30,997,300
OTHER SOURCES OF FUNDS					
Transfers Out					
General Fund					
Undesignated					
Debt Service-Public Facilities	205,152	319,000	152,400	188,400	117,700
Miscellaneous Capital Projects	-	11,236	88,200	165,260	191,600
Workers Compensation	25,199	-	-	-	-
Gas Tax	-	20,390	-	-	-
Reserved for Public Facilities					
Miscellaneous Capital Projects	22,100	76,000	-	-	-
Designated					
Affordable Housing Grant Fund	-	-	-	137,107	-
Risk Management					
General Fund	118,527	-	-	-	-
Asset Replacement					
Capital Leases	154,400	154,400	154,400	154,400	154,400
Street Lighting					
Capital Leases					71,000
RDA Low/Moderate Housing					
General Fund					
Designated for Low/Mod Housing	-	137,107	-	-	-
Affordable Housing Grant Fund	-	-	-	609,714	-
RDA Debt Service					
RDA Low/Moderate Housing	159,252		156,000		
Redevelopment Capital Projects	150,781	156,863	193,200	643,183	
RDA Capital Projects					
Public Improvement Grant	-	-	-	648,309	-
Miscellaneous Capital Projects					
General Fund	165,541	-	-	-	-
Total Transfers Out	1,000,952	874,996	744,200	2,546,373	534,700
TOTAL OTHER USES OF FUNDS	1,000,952	874,996	744,200	2,546,373	534,700
TOTAL EXPENDITURES-ALL FUNDS	25,821,084	23,098,890	26,121,373	31,109,804	31,532,000

GRAPHS AND SUMMARIES

ALL FUNDS FISCAL YEAR 2012-2013

	General Fund (001)	Self- Insurance, Asset Replacement & PERS Side Fund (120, 125, 135, 150) Page B-20	Gas Tax (202)	Municipal Improvmt Districts (203-205) (207,208) Page B-21	Successor Agency to the Solana Beach RDA (264, 362, 416) Page B-22
<u>Resources</u>					
<u>Revenue</u>					
Property Tax	5,514,200	-	-	301,200	-
Sales Tax	2,900,000	-	-	-	-
Other Taxes and Fees	2,355,000	-	-	216,900	-
Licenses and Permits	495,000	-	-	-	-
Fines, Forfeits and Penalties	340,300	-	-	-	-
Use of Money and Property	92,000	13,000	1,800	900	1,600
Intergovernmental	1,458,500	-	361,100	2,500	-
Service Charges	502,000	-	-	-	-
Other Revenue	412,100	1,533,400	-	-	-
Tax Increment	-	-	-	-	-
Total Revenue	14,069,100	1,546,400	362,900	521,500	1,600
<u>Other Sources of Funds</u>					
Proceeds from Long-Term Debt	-	-	-	-	-
Transfers In	-	-	-	-	-
Total Other Sources of Funds	-	-	-	-	-
Total 2012/13					
Resources	14,069,100	1,546,400	362,900	521,500	1,600
07/01/12 Estimated					
Fund Balance	6,948,757	63,942	624,749	387,439	149,088
Total Resources	21,017,857	1,610,342	987,649	908,939	150,688
<u>Appropriations</u>					
<u>Operating Expenses</u>					
Salaries	4,656,000	-	-	12,600	85,900
Fringe Benefits	1,540,100	-	-	3,600	20,300
Materials, Supplies, Services	6,091,700	667,600	-	443,100	133,700
Capital, Debt Service & Charges	1,348,500	247,300	-	1,600	18,900
Total Operating Expenses	13,636,300	914,900	-	460,900	258,800
<u>Other Uses of Funds</u>					
Debt Service	-	66,100	-	-	233,300
Capital Improvements	-	-	462,500	-	-
Transfers Out	309,300	154,400	-	-	-
Total Other Uses of Funds	309,300	220,500	462,500	-	233,300
Total 2012/13 Use of Funds	13,945,600	1,135,400	462,500	460,900	492,100
Designated Reserves (Est.)	4,208,059	474,942	525,149	448,039	(341,412)
Undesignated Reserves (Est.)	2,864,198	-	-	-	-
Total Appropriations	21,017,857	1,610,342	987,649	908,939	150,688

Street Light District (211)	Special Revenue (212-270) Page B-24 to B-25	Debt Service (317/320) Page B-26	Capital Imprvmt (420-46X) Page B-23	Sanitation (509)	Total All Funds
338,900	-	-	-	-	6,154,300
-	-	-	-	-	2,900,000
76,700	81,000	-	162,000	-	2,891,600
-	-	-	-	-	495,000
-	-	-	-	-	340,300
5,800	6,100	-	3,500	106,000	230,700
3,200	1,661,800	-	-	-	3,487,100
-	5,603,000	-	-	4,584,300	10,689,300
-	-	-	359,100	13,800	2,318,400
-	-	-	-	-	-
424,600	7,351,900	-	524,600	4,704,100	29,506,700
-	-	-	-	-	-
-	-	343,100	191,600	-	534,700
-	-	343,100	191,600	-	534,700
424,600	7,351,900	343,100	716,200	4,704,100	30,041,400
1,051,541	624,249	43,319	888,066	21,788,099	32,569,249
1,476,141	7,976,149	386,419	1,604,266	26,492,199	62,610,649
72,200	-	-	-	261,800	5,088,500
21,400	-	-	-	72,900	1,658,300
170,200	254,000	2,000	-	2,354,700	10,117,000
9,000	15,000	-	-	553,300	2,193,600
272,800	269,000	2,000	-	3,242,700	19,057,400
-	-	377,800	-	1,421,900	2,099,100
212,500	6,928,300	-	872,500	1,365,000	9,840,800
71,000	-	-	-	-	534,700
283,500	6,928,300	377,800	872,500	2,786,900	12,474,600
556,300	7,197,300	379,800	872,500	6,029,600	31,532,000
919,841	778,849	6,619	731,766	20,462,599	28,214,452
-	-	-	-	-	2,864,198
1,476,141	7,976,149	386,419	1,604,266	26,492,199	62,610,649

GRAPHS AND SUMMARIES

Schedule IA - Reserves/Designations - General Fund - Fiscal Year 2012-2013

<u>Description</u>	Estimated 07/01/12 Balances	Estimated 12/13 Revenues	Estimated 12/13 Transfers In	Estimated 12/13 Expenditures	Estimated 12/13 Transfers Out	Estimated 06/30/13 Balance
Reserve for public facilities	73,524	20,000	-	-	-	93,524
Reserve for park fees	27,903	-	-	-	-	27,903
Reserve for community television production	5,409	27,000	-	(27,000)	-	5,409
Reserve for street sweeping	63,454	43,000	-	(40,900)	-	65,554
Reserve for in-lieu housing fees	100,786	-	-	-	-	100,786
Parks & Recreation	21,237	-	-	-	-	21,237
Public Arts	14,336	-	-	-	-	14,336
Reserve for solid waste revenue	69,210	-	-	(25,000)	-	44,210
Total Reserves	375,859	90,000	-	(92,900)	-	372,959
Designated for contingencies	2,335,600	-	-	-	-	2,335,600
Designated for housing	1,499,500	-	-	-	-	1,499,500
Total Designations	3,835,100	-	-	-	-	3,835,100
Total Designated and Reserved	4,210,959	90,000	-	(92,900)	-	4,208,059
Total Undesignated	2,737,798	13,979,100	-	(13,543,400)	(309,300)	2,864,198
Totals	6,948,757	14,069,100	-	(13,636,300)	(309,300)	7,072,257

** City Financial Policy

GRAPHS AND SUMMARIES

Schedule IIA - Changes in Fund Balance - General Fund - Fiscal Year 2012-2013

<u>Description</u>	<u>Undesignated</u>	<u>Restricted Reserves</u>	<u>Designated</u>	<u>Total</u>	<u>Page Reference</u>
Estimated Fiscal 2012/13 Activity:					
Resources					
Estimated Revenues	13,979,100	90,000	-	14,069,100	B - 6
Expenditures					
Estimated Expenditures	(13,543,400)	(92,900)	-	(13,636,300)	B - 11
Resources less					
Operating Expenditures	435,700	(2,900)	-	432,800	
Operating Transfers Out To:					
Debt Service	(117,700)	-	-	(117,700)	B -16
Subtotal - Net Activity					
Prior to Other Transfers	318,000	(2,900)	-	315,100	
Other Transfers:					
Transfers-In					
Reserve Transfers	-	-	-	-	
Transfers-Out					
Transfer to Worker Compensation	-	-	-	-	
Transfer to Capital Projects	(191,600)	-	-	(191,600)	B -16
Reserve Transfers	-	-	-	-	
Total Other Transfers	(191,600)	-	-	(191,600)	
Change in Fund Balance	<u>126,400</u>	<u>(2,900)</u>	<u>-</u>	<u>123,500</u>	

	<u>Undesignated</u>	<u>Restricted Reserves</u>	<u>Designated</u>	<u>Total</u>
Estimated Beginning Fund Balance - 07/01/12	2,737,798	375,859	3,835,100	6,948,757
Net Fiscal 2012/13 Activity	126,400	(2,900)	-	123,500
Estimated Ending Fund Balance - 06/30/13	<u>2,864,198</u>	<u>372,959</u>	<u>3,835,100</u>	<u>7,072,257</u>

INTERFUND TRANSFERS

Fiscal Year 2012-2013

TRANSFER FROM	TRANSFER TO					TOTAL
	GENERAL FUND	PUBLIC FACILITIES	CAPITAL LEASES	MISC CAPITAL PROJECTS		
GENERAL FUND						-
UNDESIGNATED RESERVES		117,700		191,600		309,300
DESIGNATED RESERVES						-
ASSET REPLACEMENT			154,400			154,400
STREET LIGHTING			71,000			71,000
MISCELLANEOUS CAPITAL PROJECTS						-
TOTAL IN:	-	117,700	225,400	191,600		534,700

Transfers To:
 317-4910
 320-4910
 459-4910

Transfers From:
 001-6810
 135-6810
 211-6810

117,700
 225,400
 191,600
534,700

309,300
 154,400
 71,000
534,700

GRAPHS AND SUMMARIES

General Fund Operating Expenditures by Object Code

OBJECT CODE	EXPENSE CLASSIFICATION	2009-2010 ACTUAL	2010-2011 ACTUAL	2011-2012 ADOPTED	2011-2012 PROJECTED	2012-2013 PROPOSED
SALARIES & FRINGE BENEFITS						
6101	Regular Salaries	3,817,670	3,773,535	3,562,900	3,436,618	3,547,300
6102	Part Time & Temporary Salaries	634,205	630,615	546,100	597,499	621,400
6103	Overtime	371,957	370,324	400,000	437,754	400,000
6104	Special Pay	76,497	91,206	128,700	129,138	87,300
6105	Temporary Non-Payroll	21,105	50,125	-	70,637	-
6205	Retirement	1,463,109	1,067,585	1,098,500	747,878	757,300
6210	Medicare	71,877	67,106	67,300	62,511	67,600
6211	Social Security	22,867	24,876	21,000	21,897	18,400
6220	Flex Credit Benefit	493,544	461,619	462,500	447,583	540,000
6245	Life Insurance	11,594	11,379	12,300	11,231	12,300
6260	Unemployment Insurance	7,293	23,460	16,000	15,951	15,000
6270	Retirees Health Insurance	80,573	96,149	108,000	102,016	110,000
6280	Auto Allowance	13,732	16,338	11,200	9,357	7,500
6285	Uniform Allowance	1,500	1,500	1,500	1,500	1,500
6290	Phone Allowance	6,841	7,112	5,700	5,360	5,500
6295	Rideshare	2,582	5,200	5,000	4,560	5,000
TOTAL		7,096,946	6,698,128	6,446,700	6,101,489	6,196,100
MATERIALS, SUPPLIES & SERV						
6310	Insurance and Surety Bonds	10,979	10,064	11,000	11,000	11,000
6315	Travel, Conferences & Meetings	33,295	32,466	41,300	40,080	41,000
6320	Training	13,004	3,160	15,800	10,825	12,700
6330	Membership and Dues	78,445	76,732	80,050	78,586	79,800
6340	Clothing and Personal Expenses	36,968	34,250	41,000	40,400	41,500
6341	Tuition Reimbursement	4,803	5,454	4,000	4,000	4,000
6350	Pre-Employment	6,325	6,863	2,900	2,900	2,900
6351	Recruitments	18	270	300	300	300
6415	Election Supplies	6,857	842	1,100	10,500	10,500
6416	Office Supplies	8,211	9,292	8,300	7,325	8,200
6417	Postage	9,208	6,510	9,000	8,765	8,950
6418	Books, Subscriptions & Printing	23,202	34,270	24,900	23,300	29,850
6419	Minor Equipment	28,339	26,188	28,500	28,782	29,400
6420	Departmental Special Supplies	92,821	76,884	99,400	93,786	96,400
6421	Small Tools	-	-	-	-	600
6427	Vehicle Operating Supplies	38,842	50,972	40,900	55,400	58,100
6428	Vehicle Maintenance	53,047	47,360	57,600	81,000	60,200
6522	Advertising	3,852	4,812	9,500	9,150	9,200
6523	Communications	44,188	42,557	49,900	47,350	49,800
6524	Utilities - Electric	102,611	87,338	99,600	101,640	82,300
6525	Rents and Leases	40,573	27,295	31,900	28,950	28,450
6526	Maint. of Buildings & Grounds	130,140	130,278	170,000	167,100	165,500
6527	Utilities - Other	29,180	32,466	32,500	32,520	34,000
6529	Mileage	1,902	2,500	3,500	3,019	4,000
6530	Professional Services	4,648,121	4,754,057	4,858,850	4,800,250	4,814,400
6531	Maint. & Operation of Equipment	70,157	70,301	64,200	58,775	65,800
6532	Contribution to Other Agencies	59,829	69,922	59,300	58,420	60,800
6535	Community Television Production	31,920	33,033	36,200	35,000	36,200
6537	Summer Day Camp	6,731	5,958	6,800	6,563	7,000
6538	Special Events	19,856	38,160	20,800	23,683	22,050
6539	Contingency	23,293	4,284	32,500	31,900	31,800
6570	Other Charges	225,523	176,344	187,300	181,890	185,000
TOTAL		5,882,240	5,900,881	6,128,900	6,083,159	6,091,700
CAPITAL, DEBT SVC & CHRGS						
6630	Improvements	9,413	18,330	-	-	-
6640	Equipment	19,947	18,899	-	-	-
6720	Debt Service	23,034	24,479	23,300	-	-
6910	Claims Liability Charges	150,000	181,300	206,600	206,600	177,700
6920	Worker's Comp Charges	154,400	356,600	260,400	260,400	439,600
6930	Asset Replacement Chrgs	308,200	302,600	289,100	289,100	310,900
6940	PERS Side Fund Charges	-	-	-	409,520	420,300
TOTAL		664,994	902,207	779,400	1,165,620	1,348,500
ACTIVITY TOTALS		13,644,207	13,501,217	13,355,000	13,350,268	13,636,300

GRAPHS AND SUMMARIES

Insurance and Asset Replacement Funds

Description	Fund 120	Fund 125	Fund 135	Fund 150	Total
	Risk Management	Worker's Compensation	Asset Replacement	PERS Side Fund	
	Fiscal Year	Fiscal Year	Fiscal Year	Fiscal Year	Fiscal Year
Revenue:	2012-2013	2012-2013	2012-2013	2012-2013	2012-2013
Interest	2,500	1,500	9,000	-	13,000
Miscellaneous	2,500	-	-	-	2,500
Departmental Charges	319,900	459,600	310,900	440,500	1,530,900
Total Revenue	324,900	461,100	319,900	440,500	1,546,400
Other Sources of Funds					
Transfers In	-	-	-	-	-
Total Other Sources of Funds	-	-	-	-	-
Total Source of Funds	324,900	461,100	319,900	440,500	1,546,400
Estimated Fund Balance	579,203	332,762	1,932,315	(2,780,338)	63,942
Total Resources	904,103	793,862	2,252,215	(2,339,838)	1,610,342
Expenditures					
Insurance and Surety Bonds	210,000	110,000	-	-	320,000
Professional Services	75,100	37,500	-	-	112,600
Damage Claims	100,000	135,000	-	-	235,000
Capital Outlay	-	-	247,300	-	247,300
Total Expenditures	385,100	282,500	247,300	-	914,900
Other Uses of Funds					
Transfers Out	-	-	154,400	-	154,400
Payment to Sanitation Fund	-	-	-	66,100	66,100
Total Other Uses of Funds	-	-	154,400	66,100	220,500
Total Use of Funds	385,100	282,500	401,700	66,100	1,135,400
Estimated Fund Balance at Fiscal Year End	519,003	511,362	1,850,515	(2,405,938)	474,942
Total Uses	904,103	793,862	2,252,215	(2,339,838)	1,610,342

GRAPHS AND SUMMARIES

Municipal Improvement Districts

<u>Description</u>	Fund 203 Hwy 101 Railroad		Fund 204 Santa Fe Hills		Fund 205 Isla Verde		Fund 207 San Elijo Hills II		Fund 208 Coastal Rail Trail Maint District		Total	
	Fiscal Year 2012-2013	Fiscal Year 2012-2013	Fiscal Year 2012-2013	Fiscal Year 2012-2013	Fiscal Year 2012-2013	Fiscal Year 2012-2013	Fiscal Year 2012-2013	Fiscal Year 2012-2013	Fiscal Year 2012-2013	Fiscal Year 2012-2013	Fiscal Year 2012-2013	Fiscal Year 2012-2013
Revenue:												
Property Tax	83,000	162,000	-	-	-	56,200	-	-	301,200			
Benefit Fees	11,500	95,000	6,000	34,200	70,200	216,900						
State HOE	600	1,500	-	400	-	2,500						
Interest Earnings	700	100	-	100	-	900						
Total Revenue	95,800	258,600	6,000	90,900	70,200	521,500						
Estimated Fund Balance	263,950	977	3,137	89,274	30,101	387,439						
Total Resources	359,750	259,577	9,137	180,174	100,301	908,939						
Expenditures												
Salaries	12,600	-	-	-	-	12,600						
Fringe Benefits	3,600	-	-	-	-	3,600						
Materials, Supplies, Services	29,800	254,000	6,000	83,100	70,200	443,100						
Capital, Debt Service & Charges	1,600	-	-	-	-	1,600						
Total Expenditures	47,600	254,000	6,000	83,100	70,200	460,900						
Estimated Fund Balance at Fiscal Year End	312,150	5,577	3,137	97,074	30,101	448,039						
Total Uses	359,750	259,577	9,137	180,174	100,301	908,939						

GRAPHS AND SUMMARIES

City/Successor Agency to the RDA

<u>Description</u>	Fund 264	Fund 362	Fund 416	Total
	City - Low/Moderate Housing Fund	SA - Debt Service Fund	SA - Capital Projects Fund	
<u>Revenue:</u>	Fiscal Year 2012-2013	Fiscal Year 2012-2013	Fiscal Year 2012-2013	Fiscal Year 2012-2013
Tax Increment	-	-	-	-
Benefit Fees	-	-	-	-
Interest Earnings	1,100	500	-	1,600
Other Revenue	-	-	-	-
Total Revenue	1,100	500	-	1,600
Other Sources of Funds				
Transfers In	-	-	-	-
Total Other Sources of Funds	-	-	-	-
Total Source of Funds	1,100	500	-	1,600
Estimated Fund Balance	3,022	171,181	(25,115)	149,088
Total Resources	4,122	171,681	(25,115)	150,688
Expenditures				
Salaries	-	-	85,900	85,900
Fringe Benefits	-	-	20,300	20,300
Materials, Supplies, Services	-	8,000	125,700	133,700
Other Charges	-	-	18,900	18,900
Total Operating Expenditures	-	8,000	250,800	258,800
Other Uses of Funds				
Debt Service	-	233,300	-	233,300
Capital Improvements	-	-	-	-
Transfers Out	-	-	-	-
Total Other Uses of Funds	-	233,300	-	233,300
Total Use of Funds	-	241,300	250,800	492,100
Estimated Fund Balance at Fiscal Year End	4,122	(69,619)	(275,915)	(341,412)
Total Uses	4,122	171,681	(25,115)	150,688

GRAPHS AND SUMMARIES

Capital Improvement Projects (CIP)

<u>Description</u>	Fund 420	Fund 450	Fund 459	Fund 47X	Total
	Public Improvement Grant	TOT Sand Replenishment	Miscellaneous Capital Projects	Assessment Districts	
	Fiscal Year 2012-2013	Fiscal Year 2012-2013	Fiscal Year 2012-2013	Fiscal Year 2012-2013	Fiscal Year 2012-2013
Revenue:					
Other Taxes and Fees	-	162,000	-	-	162,000
Interest Earnings	-	1,200	1,500	800	3,500
Other Revenue	-	-	359,100	-	359,100
Total Revenue	-	163,200	360,600	800	524,600
Other Sources of Funds					
Transfers In	-	-	191,600	-	191,600
Total Other Sources of Funds	-	-	191,600	-	191,600
Total Source of Funds	-	163,200	552,200	800	716,200
Estimated Fund Balance	86,530	385,668	209,995	205,873	888,066
Total Resources	86,530	548,868	762,195	206,673	1,604,266
Expenditures					
Salaries	-	-	-	-	-
Fringe Benefits	-	-	-	-	-
Materials, Supplies, Services	-	-	-	-	-
Other Charges	-	-	-	-	-
Total Operating Expenditures	-	-	-	-	-
Other Uses of Funds					
Debt Service	-	-	-	-	-
Capital Improvements	-	110,400	762,100	-	872,500
Transfers Out	-	-	-	-	-
Total Other Uses of Funds	-	110,400	762,100	-	872,500
Total Use of Funds	-	110,400	762,100	-	872,500
Estimated Fund Balance at Fiscal Year End	86,530	438,468	95	206,673	731,766
Total Uses	86,530	548,868	762,195	206,673	1,604,266

See detail of Capital Improvement Projects at Page D-7

GRAPHS AND SUMMARIES

Special Revenue Funds (Fiscal Year 2012-2013)

<u>Description</u>	Fund 212 TransNet Non- Motorized	Fund 214 Fire Mitigation Fees	Fund 215 Dept. Boating Waterways	Fund 213 Developer Pass-Thru	Fund 218 TransNet	Fund 219 COPS	Fund 228 TransNet Extension	Fund 240 CDBG
Revenue:								
Other Taxes	-	-	-	-	-	-	-	-
Use of Money/Property	-	100	-	-	3,600	200	300	-
Intergovernmental	-	-	145,000	-	-	-	1,346,800	131,000
Service Charges	-	3,000	-	100,000	-	-	5,500,000	-
Total Revenue	-	3,100	145,000	100,000	3,600	200	6,847,100	131,000
Estimated Beginning Fund Balance	(596)	53,350	(128,490)	46,251	353,051	114,893	(509,342)	(15,454)
Total Resources	(596)	56,450	16,510	146,251	356,651	115,093	6,337,758	115,546
Expenditures:								
Materials, Supplies, Services	-	-	-	100,000	-	100,000	-	-
Capital Outlay	-	15,000	-	-	-	-	-	-
Capital Improvement	-	-	120,000	-	353,000	-	6,304,800	131,000
Total Expenditures:	-	15,000	120,000	100,000	353,000	100,000	6,304,800	131,000
Estimated Ending Fund Balance	(596)	41,450	(103,490)	46,251	3,651	15,093	32,958	(15,454)
Total Uses	(596)	56,450	16,510	146,251	356,651	115,093	6,337,758	115,546

GRAPHS AND SUMMARIES

Special Revenue Funds (Fiscal Year 2012-2013) (continued)

<u>Description</u>	<u>Fund 241</u>	<u>Fund 243</u>	<u>Fund 244/5</u>	<u>Fund 246</u>	<u>Fund 250</u>	<u>Fund 263</u>	<u>Fund 270</u>	<u>Fund 270</u>	<u>Fund 270</u>	<u>Total</u>
<u>CALTRANS</u>	<u>SEEG/EEM</u>	<u>TEA</u>	<u>Miscell</u>	<u>Coastal Bus/</u>	<u>Visitors TOT</u>	<u>Housing</u>	<u>Affordable</u>	<u>Public</u>	<u>Safety</u>	<u>Total</u>
Revenue:										
Other Taxes	-	-	-	-	81,000	-	-	-	-	81,000
Use of Money/Property	100	-	-	-	400	1,400	-	-	-	6,100
Intergovernmental	-	-	-	19,500	-	-	-	19,500	-	1,661,800
Service Charges	-	-	-	-	-	-	-	-	-	5,603,000
Total Revenue	100	-	-	19,500	81,400	1,400	-	19,500	-	7,351,900
Estimated Beginning										
Fund Balance	59,736	693	(168,970)	6,490	209,413	426,593	193,939	(17,308)		624,249
Total Resources	59,836	693	(168,970)	25,990	290,813	427,993	193,939	2,192		7,976,149
Expenditures:										
Materials, Supplies, Services	-	-	-	-	34,500	-	-	19,500	-	254,000
Capital Outlay	-	-	-	-	-	-	-	-	-	15,000
Capital Improvement	-	-	-	19,500	-	-	-	-	-	6,928,300
Total Expenditures:	-	-	-	19,500	34,500	-	-	19,500	-	7,197,300
Estimated Ending										
Fund Balance	59,836	693	(168,970)	6,490	256,313	427,993	193,939	(17,308)		778,849
Total Uses	59,836	693	(168,970)	25,990	290,813	427,993	193,939	2,192		7,976,149

GRAPHS AND SUMMARIES**Debt Service Funds (non-SA/RDA)**

	Fund 317 Public Facilities	Fund 320 Capital Lease	Total
Description	Fiscal Year	Fiscal Year	Fiscal Year
Revenue:	2012-2013	2012-2013	2012-2013
Interest	-	-	-
Miscellaneous	-	-	-
Total Revenue	-	-	-
Other Sources of Funds			
Transfers In	117,700	225,400	343,100
Total Other Sources of Funds	117,700	225,400	343,100
Total Source of Funds	117,700	225,400	343,100
Estimated Fund Balance	40,709	2,610	43,319
Total Resources	158,409	228,010	386,419
Expenditures			
Professional Services	2,000	-	2,000
Debt Service	152,400	225,400	377,800
Total Expenditures	154,400	225,400	379,800
Other Uses of Funds			
Transfers Out	-	-	-
Total Other Uses of Funds	-	-	-
Total Use of Funds	154,400	225,400	379,800
Estimated Fund Balance at Fiscal Year End	4,009	2,610	6,619
Total Uses	158,409	228,010	386,419

GRAPHS AND SUMMARIES

Schedule III - Debt Service - All Funds

TO BE PROVIDED

GRAPHS AND SUMMARIES

Departmental Charges for Risk Management, Workers' Compensation, Asset Replacement & PERS Side Fund for Fiscal Year 2012-2013

Department:	Risk Mgmt Dept Contribution	Wrkrs Comp Dept Contribution	Asset Replacement Contribution	PERS Side Fund Payoff Contribution	Total Dept Contribution
General Fund:					
City Council	1,700	2,500	-	-	4,200
City Clerk	5,500	7,800	1,300	-	14,600
City Attorney	500	700	-	-	1,200
City Manager	6,800	9,700	-	-	16,500
Finance	7,100	10,200	10,900	95,000	123,200
Human Resources	2,300	3,500	-	-	5,800
Information Systems	3,100	4,500	50,300	-	57,900
Community Development	11,600	16,700	29,600	-	57,900
Fire	67,600	276,100	151,700	296,300	791,700
Animal Control	200	300	-	-	500
Code Enforcement	3,900	8,300	6,800	-	19,000
Marine Safety	13,600	54,600	43,000	29,000	140,200
Engineering	6,400	9,200	-	-	15,600
Environmental Services	2,500	3,500	-	-	6,000
Streets Maint	36,900	20,400	17,300	-	74,600
Park Maint	2,500	3,500	-	-	6,000
Community Services	1,800	2,600	-	-	4,400
Recreation	3,700	5,500	-	-	9,200
Total General Fund	177,700	439,600	310,900	420,300	1,348,500
All Other Funds:					
Sanitation	136,700	12,100	-	12,100	160,900
Mid 33	400	600	-	600	1,600
Street Lighting	2,300	3,300	-	3,400	9,000
Successor Agency Admin	2,800	4,000	-	4,100	10,900
Total All Funds	319,900	459,600	310,900	440,500	1,530,900

The City uses a combination of factors to allocate charges to departments. The allocation factors consist of: 1) The departments proposed payroll (exposure) 2) Actual claims as calculated and averaged over the prior five fiscal years (losses) and 3) Equipment operated by the department. The factors are input into the following formula to calculate Claims and Worker's Compensation charges:

$$C = T \times [(W \times I/L) + ((1-W) \times e/E)]$$

Where:

C = Contribution of department

T = Total cost of risk allocated

W = Weight placed on department loss experience

I = Losses of the department

L = Total losses of all departments

e = Exposure of the department (payroll)

E = Total exposure of all departments

BUDGET GRAPHS AND SUMMARIES

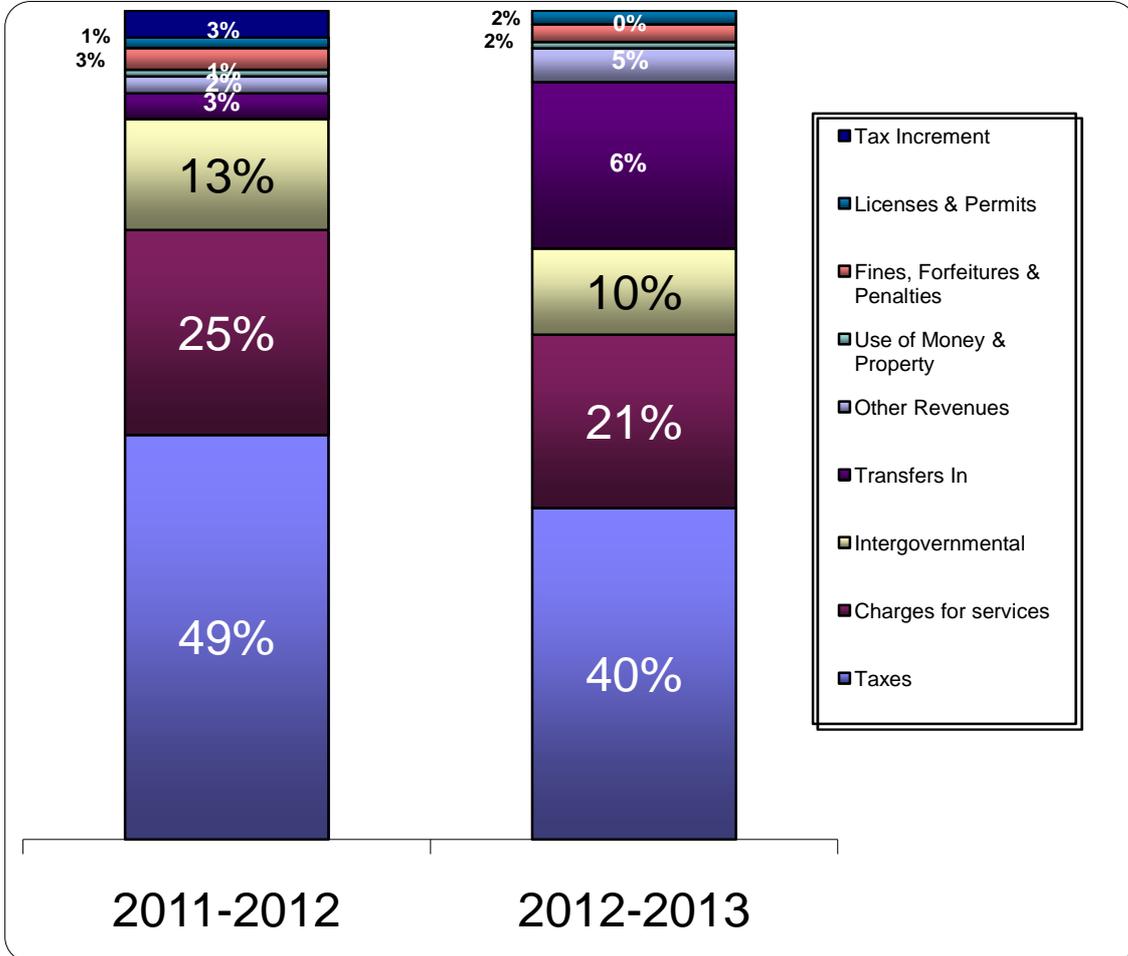
Budget Schedule IVA - Asset Replacement Fund by Department - Fiscal Year 2012-2013

		Balance	Scheduled	Available	2012/13		Ending
					July 1, 2012	Charges for 2012/13	
<u>Vehicles:</u>							
Fire Department	7	\$ 371,800	114,100	485,900	-	(154,400)	331,500
Marine Safety	2	144,700	15,900	160,600	(44,500)	-	116,100
Public Works	8	346,900	6,100	353,000	-	-	353,000
Parking and Codes	2	53,000	3,200	56,200	(34,000)	-	22,200
<i>Total Vehicles</i>	<u>19</u>	<u>916,400</u>	<u>139,300</u>	<u>1,055,700</u>	<u>(78,500)</u>	<u>(154,400)</u>	<u>822,800</u>
<u>Equipment: ⁽¹⁾</u>							
Fire Department		302,800	37,600	340,400	(43,300)	-	297,100
Marine Safety		97,900	27,100	125,000	-	-	125,000
Parking and Codes		38,900	3,600	42,500	-	-	42,500
Public Works		76,400	11,200	87,600	(40,000)	-	47,600
Community Development		29,700	29,600	59,300	-	-	59,300
Community Services		26,500	-	26,500	-	-	26,500
City Clerk		44,500	1,300	45,800	-	-	45,800
Finance		92,000	10,900	102,900	(25,000)	-	77,900
City Manager		207,700	-	207,700	-	-	207,700
Information Systems		99,500	50,300	149,800	(60,500)	-	89,300
<i>Total Equipment</i>		<u>1,015,900</u>	<u>171,600</u>	<u>1,187,500</u>	<u>(168,800)</u>	<u>-</u>	<u>1,018,700</u>
Total reserved		1,932,300	310,900	2,243,200	(247,300)	(154,400)	1,841,500
Interest earnings		-	9,000	9,000	-	-	9,000
Total Asset Replacement		<u>\$ 1,932,300</u>	<u>319,900</u>	<u>2,252,200</u>	<u>(247,300)</u>	<u>(154,400)</u>	<u>1,850,500</u>

⁽¹⁾ The equipment identified on this schedule are those items having a replacement cost of \$5,000 or greater. Certain items on this schedule are not capitalized as fixed assets within the City's financial statements due to type of equipment not being recognized as capitalizable by generally accepted accounting principals.

GRAPHS AND SUMMARIES

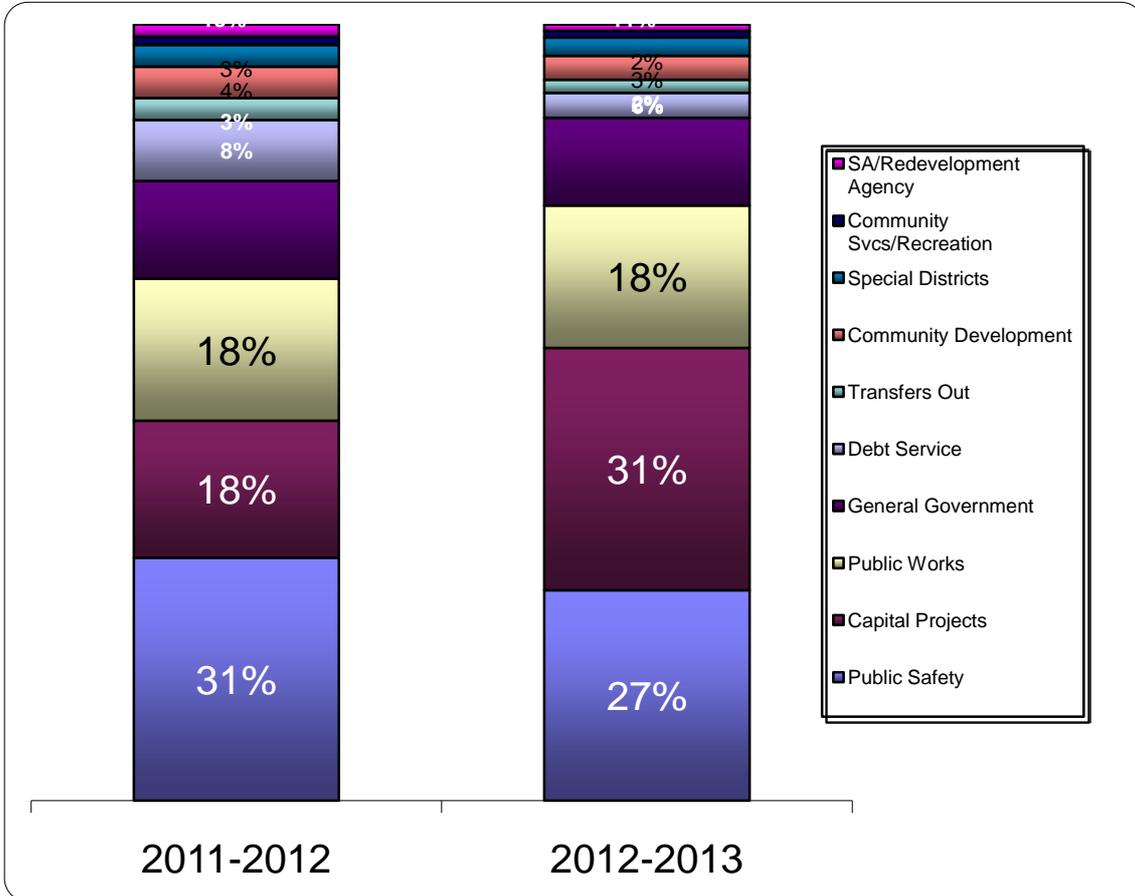
TOTAL FUNDING SOURCES (Combined City and Redevelopment Agency)



Resources:	2010-2011 Adopted	2011-2012 Adopted	2011-2012 Projected	2012-2013 Proposed
Taxes	11,348,200	11,717,701	11,914,550	12,013,400
Charges for services	5,764,500	5,936,600	5,963,400	6,279,700
Intergovernmental	2,607,860	3,217,100	1,676,037	3,126,000
Use of Money & Property	230,400	196,300	256,509	230,700
Other Sources of Funds	774,100	744,200	4,851,632	6,034,700
Fines, Forfeitures & Penalties	609,900	631,200	631,200	633,900
Licenses & Permits	297,300	300,000	485,000	495,000
Other Revenues	489,800	487,600	1,067,423	1,228,000
Tax Increment	833,000	779,800	463,933	-
TOTAL	22,955,060	24,010,501	27,309,684	30,041,400

GRAPHS AND SUMMARIES

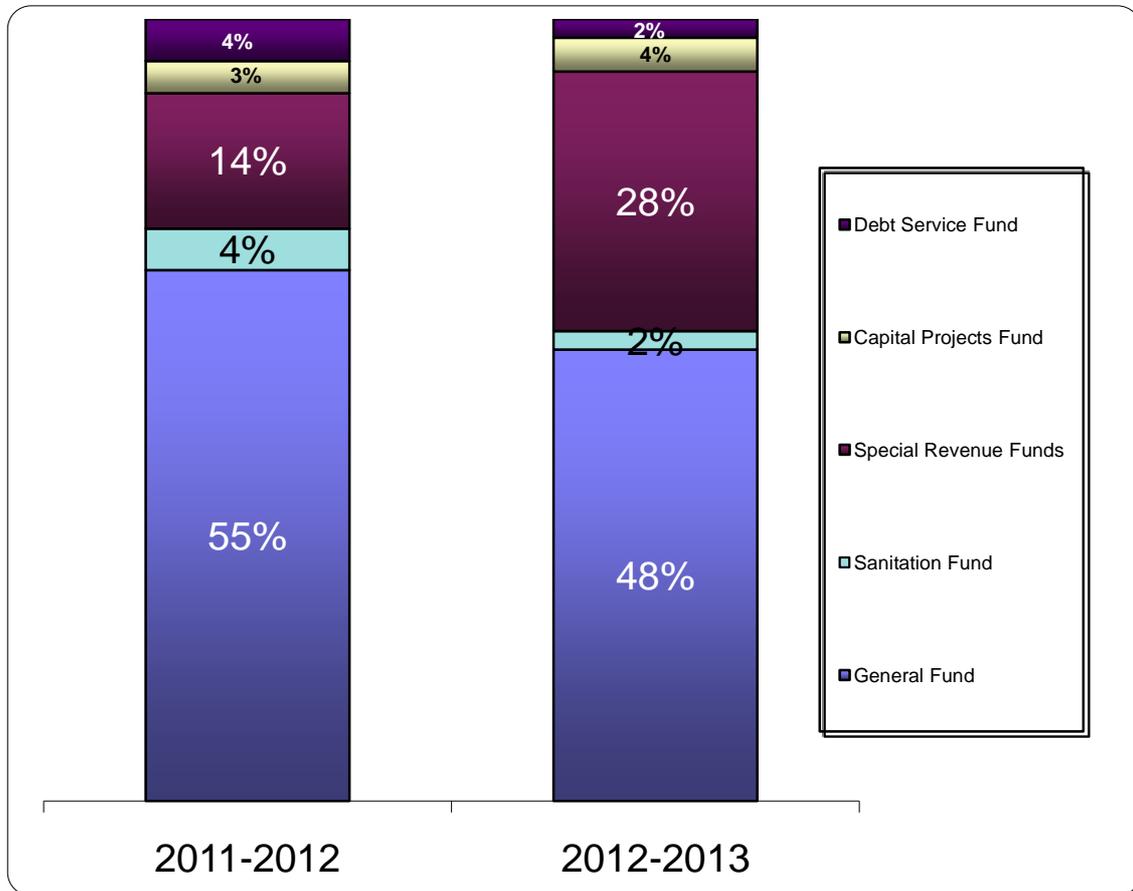
TOTAL EXPENDITURES BY FUNCTION (Combined City and Redevelopment Agency)



Expenditures:	2010-2011 Adopted	2011-2012 Adopted	2011-2012 Projected	2012-2013 Proposed
Public Safety	7,916,980	8,172,200	8,206,869	8,554,800
Capital Projects	4,148,800	4,615,207	5,220,594	9,840,800
Public Works	4,737,900	4,774,700	6,374,365	5,782,000
General Government	3,291,590	3,292,000	3,511,833	3,563,700
Debt Service	2,150,400	2,051,366	2,525,467	1,005,500
Transfers Out	774,100	744,200	2,546,373	534,700
Community Development	948,075	1,047,400	1,560,990	976,100
Special Districts	785,800	730,600	710,130	733,700
Community Svcs/Recreation	265,715	279,000	270,557	281,900
SA/Redevelopment Agency	467,200	414,700	182,625	258,800
TOTAL	25,486,560	26,121,373	31,109,804	31,532,000

GRAPHS AND SUMMARIES

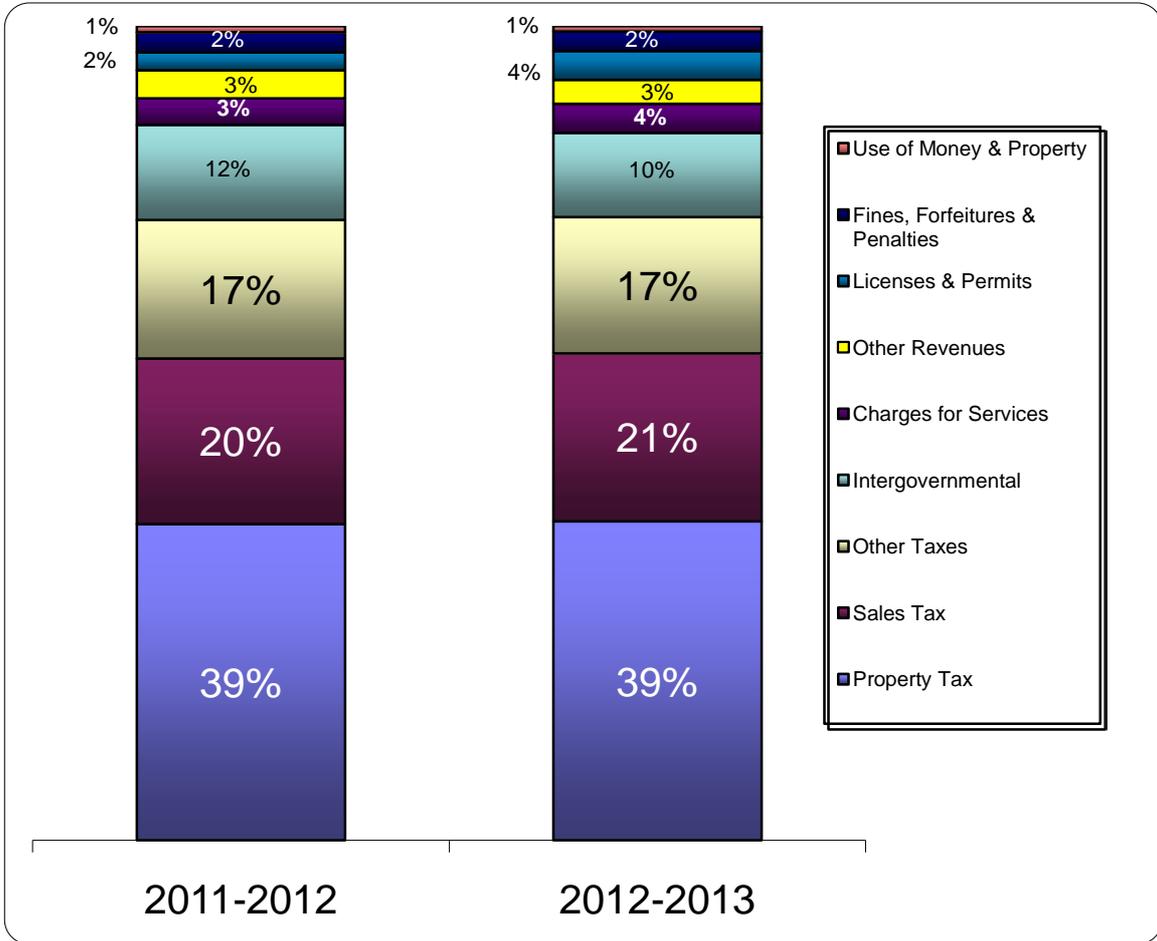
TOTAL EXPENDITURES BY FUND (Combined City and Redevelopment Agency)



Funds:	2010-2011 Adopted	2011-2012 Adopted	2011-2012 Projected	2012-2013 Proposed
Governmental Funds				
General Fund	14,444,260	14,468,500	14,935,443	15,081,000
Special Revenue Funds	3,369,100	3,690,650	4,566,947	8,677,000
Capital Projects Fund	1,138,600	877,457	2,878,898	1,123,300
Debt Service Fund	1,375,700	1,137,300	2,823,168	621,100
Total Governmental Funds	20,327,660	20,173,907	25,204,456	25,502,400
Enterprise Funds				
Sanitation Fund	5,158,900	5,947,466	5,905,348	6,029,600
TOTAL	25,486,560	26,121,373	31,109,804	31,532,000

GRAPHS AND SUMMARIES

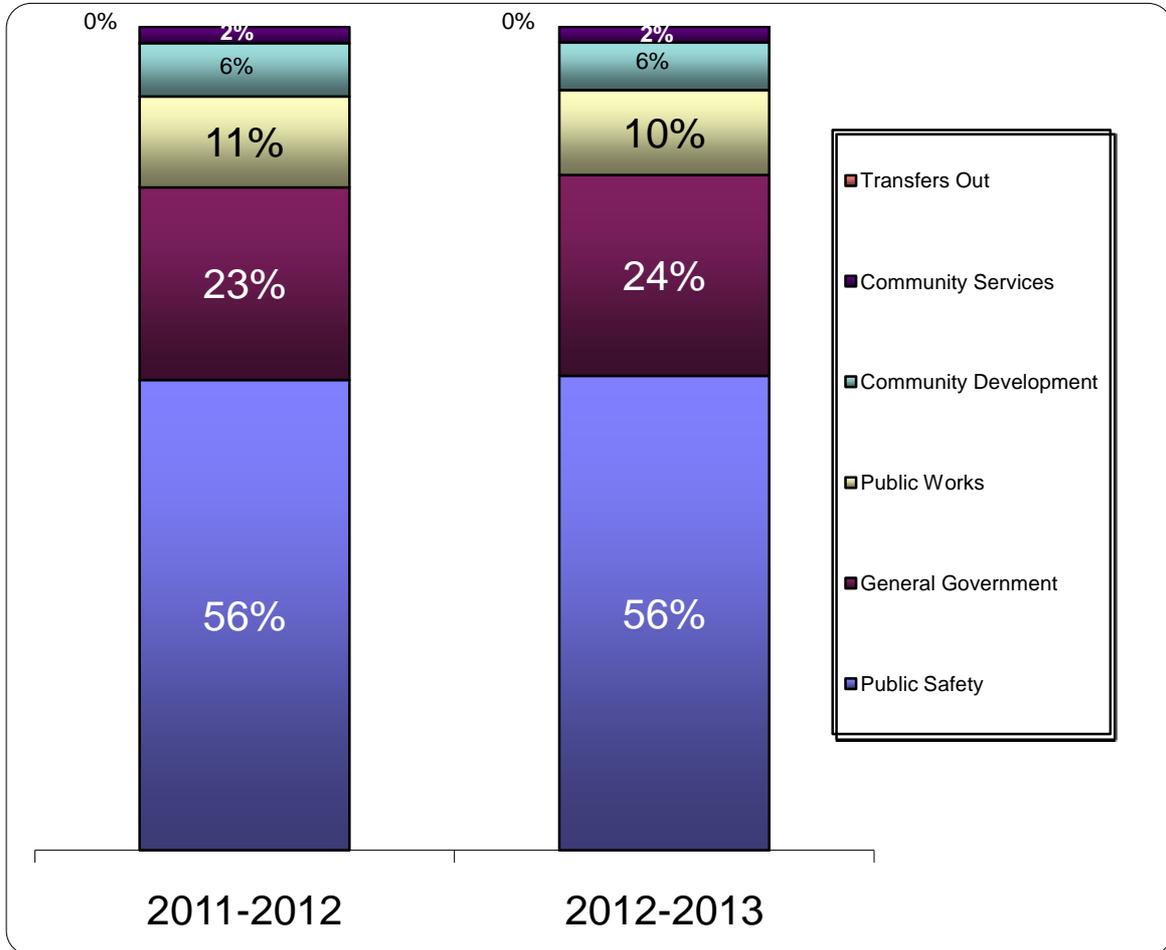
GENERAL FUND REVENUES AND SOURCES



Revenues & Sources:	2010-2011 Adopted	2011-2012 Adopted	2011-2012 Projected	2012-2013 Proposed
Property Tax	5,244,800	5,327,600	5,482,300	5,514,200
Sales Tax	2,626,400	2,794,000	2,823,850	2,900,000
Other Taxes	2,265,700	2,335,000	2,335,000	2,355,000
Intergovernmental	1,437,900	1,603,500	1,462,500	1,458,500
Charges for Services	344,000	445,000	528,000	502,000
Use of Money & Property	115,600	103,000	91,800	92,000
Licenses & Permits	297,300	300,000	485,000	495,000
Fines, Forfeitures & Penalties	319,000	340,300	340,300	340,300
Other Revenues	413,000	471,300	491,300	412,100
TOTAL	13,063,700	13,719,700	14,040,050	14,069,100

GRAPHS AND SUMMARIES

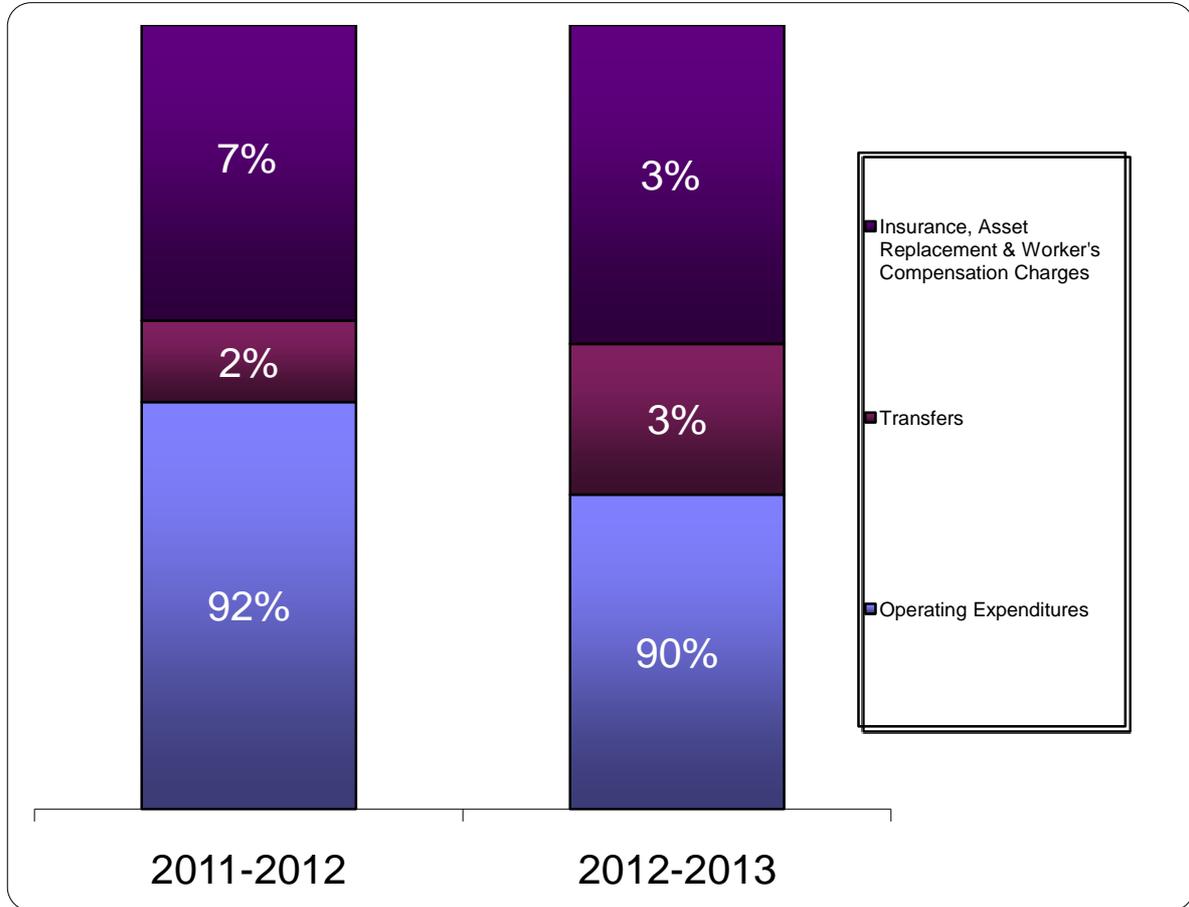
GENERAL FUND EXPENDITURES BY FUNCTION (includes Self-Insurance & Asset Replacement)



Function:	2010-2011 Adopted	2011-2012 Adopted	2011-2012 Projected	2012-2013 Proposed
Public Safety	7,801,980	8,037,700	8,057,703	8,420,300
General Government	3,291,590	3,292,000	3,511,833	3,563,700
Public Works	1,776,000	1,551,900	1,556,666	1,509,800
Community Development	914,575	912,900	893,516	841,600
Community Services	265,715	279,000	270,557	281,900
Transfers Out	394,400	395,000	645,167	463,700
TOTAL	14,444,260	14,468,500	14,935,443	15,081,000

GRAPHS AND SUMMARIES

GENERAL FUND EXPENDITURES BY TYPE (includes Self-Insurance & Asset Replacement)



Category:	2010-2011 Adopted	2011-2012 Adopted	2011-2012 Projected	2012-2013 Proposed
Operating Expenditures	13,419,560	13,355,000	13,350,268	13,636,300
Transfer to:				
Debt Service	164,000	152,400	342,800	272,100
Capital Improvement Projects	76,000	88,200	165,260	191,600
Affordable Housing Grant	-	-	137,107	-
Insurance, Asset Replacement, Worker's Compensation & PERS Side Fund Charges	784,700	872,900	940,008	981,000
TOTAL	14,444,260	14,468,500	14,935,443	15,081,000

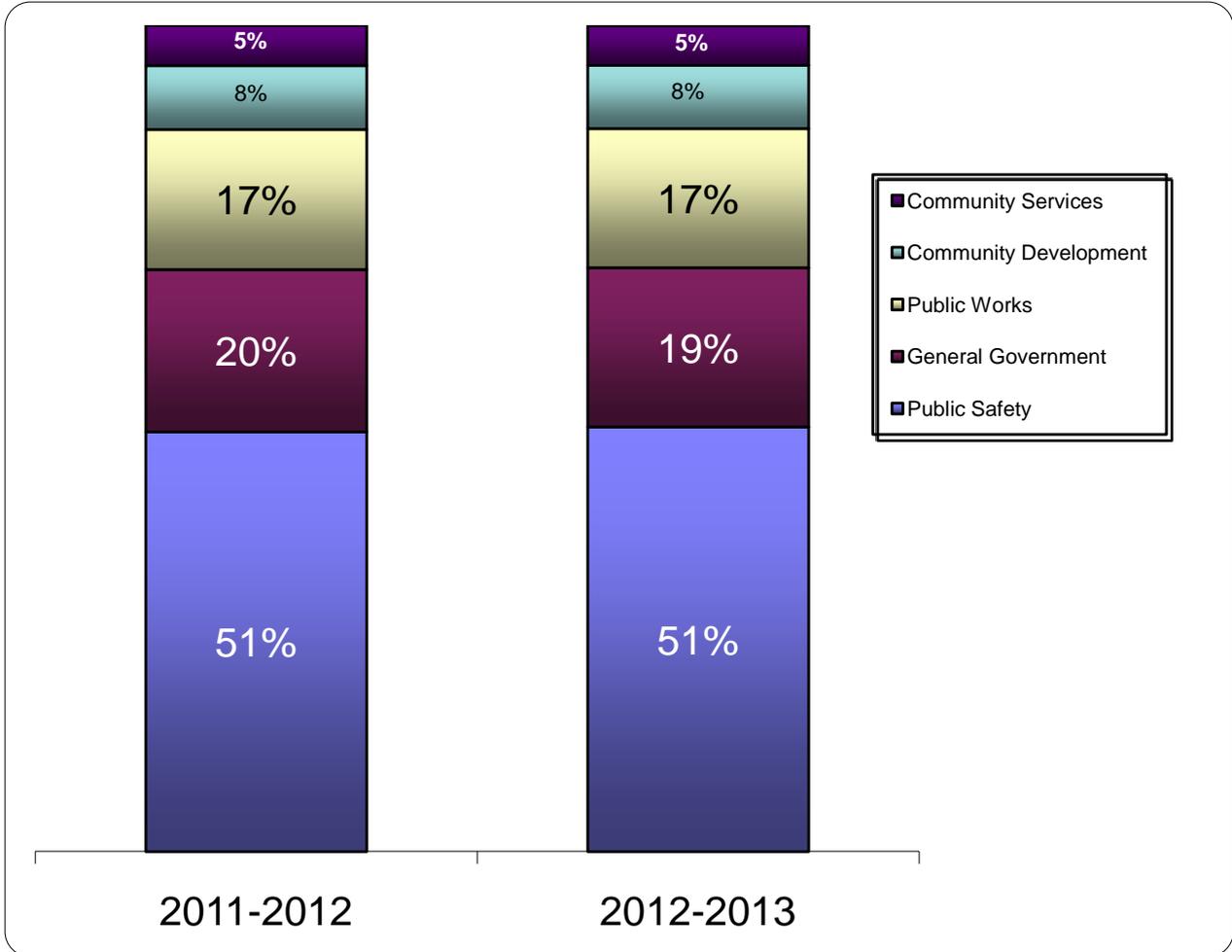
GRAPHS AND SUMMARIES

Schedule V - Authorized and Funded Positions (Full-Time Equivalents FTEs) (Home Department)

DEPARTMENT/ POSITION TITLE	CLASS CODE/ SALARY RANGES	APPROVED POSITIONS FY 10-11	APPROVED POSITIONS FY 11-12	APPROVED POSITIONS FY 12-13
CITY CLERK				
City Clerk	1101	1.00	1.00	1.00
Deputy City Clerk	1104	1.00	1.00	1.00
Administrative Assistant I	3066	1.00	1.00	1.00
Total		3.00	3.00	3.00
CITY MANAGER				
City Manager	contract	1.00	1.00	1.00
Admin Serv Director/Deputy CM	1101	1.00	1.00	1.00
Management Analyst	1104	1.00	1.00	1.00
Administrative Assistant IV	3108	1.00	1.00	1.00
Total		4.00	4.00	4.00
FINANCE				
Finance Manager/City Treasurer	1103	1.00	1.00	1.00
Accountant	2128	1.00	1.00	1.00
Fiscal Services Specialist	2109	1.00	1.00	1.00
Administrative Assistant II	3086	0.00	1.00	1.00
Total		4.00	4.00	4.00
INFORMATION SYSTEMS				
Network Systems Engineer	1103	1.00	1.00	1.00
COMMUNITY DEVELOPMENT				
Community Development Director	1101	1.00	0.00	0.00
Principal Planner	1103	1.00	1.00	1.00
Associate Planner	3136	1.00	1.00	1.00
Assistant Planner	3123	1.00	1.00	1.00
Administrative Assistant III	3108	1.00	1.00	1.00
Total		5.00	4.00	4.00
COMMUNITY SERVICES/RECREATION				
Recreation Supervisor	1104	1.00	1.00	1.00
FIRE				
Deputy Fire Chief	1102	1.00	1.00	1.00
Fire Captain II	5109	3.00	3.00	3.00
Fire Captain I	5094 - 5099	3.00	3.00	3.00
Fire Engineer	5091-A	6.00	2.00	2.00
Fire Engineer/Paramedic	5100	0.00	3.00	3.00
Firefighter/Paramedic	5091	4.00	6.00	6.00
Firefighter	5080	2.00	1.00	1.00
Administrative Assistant IV	3108	1.00	0.00	0.00
Total		20.00	19.00	19.00
CODES & PARKING				
Code Compliance Officer	3116	1.00	1.00	1.00
MARINE SAFETY				
Marine Safety Captain	1103	1.00	1.00	1.00
Marine Safety Lieutenant	4138	1.00	1.00	1.00
Marine Safety Sergeant	4118	1.00	1.00	1.00
Total		3.00	3.00	3.00
ENGINEERING/PUBLIC WORKS				
City Engineer/Public Works Director	1101	1.00	1.00	1.00
Principal Civil Engineer	1103	1.00	1.00	1.00
Associate Civil Engineer	3153	1.00	1.00	1.00
Senior Engineering Technician	3125	1.00	1.00	1.00
Environmental Specialist	3128	0.00	0.00	0.00
Public Works Inspector	3131	0.00	0.00	0.00
Assistant Civ. Engineer/Environmental	3124	1.00	1.00	1.00
Public Works Operations Manager	1104	1.00	1.00	1.00
Lead Maintenance Worker	3111	1.00	1.00	1.00
Administrative Assistant III	3108	1.00	1.00	1.00
Maintenance Worker II	3097	2.00	2.00	2.00
Total		10.00	10.00	10.00
Grand Total full-time equivalents		52.00	50.00	50.00
Part-Time/Seasonal full-time equivalents		13.37	14.83	15.36
Grand Total		65.37	64.83	65.36

GRAPHS AND SUMMARIES

AUTHORIZED POSITIONS BY FUNCTION (Home Department)



Function:	2010-2011 APPROVED	2011-2012 APPROVED	APPROVED 2012-2013	
			Full-Time FTE's	Part -Time FTE's
			Public Safety	31.48
General Government	12.39	12.75	12.00	0.63
Public Works	12.11	11.00	10.00	1.00
Community Development	6.00	5.00	4.00	1.00
Community Services	3.39	3.14	1.00	2.14
TOTAL	65.37	64.83	50.00	15.36

GRAPHS AND SUMMARIES

Schedule VI - List of Positions Split Between Funds & Departments

	Fiscal Year 2011-2012	Fiscal Year 2012-2013	Change
	Percent	Percent	Percent
<u>City Manager *</u>			
City Manager	64%	64%	0%
Sanitation	11%	11%	0%
Street Lighting	5%	5%	0%
Successor Agency	20%	20%	0%
Total	100%	100%	0%
<u>Deputy CM/Community Development Director</u>			
City Manager	10%	5%	-5%
Human Resources	15%	15%	0%
Community Development	50%	50%	0%
Fire	0%	0%	0%
Codes / Parking	20%	20%	0%
Animal Control	5%	5%	0%
Successor Agency	0%	5%	5%
Total	100%	100%	0%
<u>Director of Public Works/</u>			
<u>City Engineer</u>			
Engineering	30%	35%	5%
Street Maintenance	20%	20%	0%
Sanitation	30%	30%	0%
Street Lighting	10%	10%	0%
CIP Projects	5%	5%	0%
Successor Agency	5%	0%	-5%
Total	100%	100%	0%
<u>City Clerk</u>			
City Clerk	100%	90%	-10%
Successor Agency	0%	10%	10%
Total	100%	100%	0%
<u>Principal Civil Engineer</u>			
Engineering	30%	35%	5%
Environmental Services	10%	10%	0%
Sanitation	25%	25%	0%
Street Lighting	15%	15%	0%
CIP Projects	15%	15%	0%
Successor Agency	5%	0%	-5%
Total	100%	100%	0%
<u>Finance Manager/City Treasurer</u>			
Finance	60%	55%	-5%
Successor Agency	15%	20%	5%
Sanitation	25%	25%	0%
Total	100%	100%	0%
<u>Public Works Operations Manager</u>			
Environmental Services	10%	10%	0%
Street Maintenance	20%	20%	0%
Park Maintenance	20%	20%	0%
MID #33	15%	15%	0%
Sanitation	25%	25%	0%
Street Lighting	10%	10%	0%
Total	100%	100%	0%
<u>Management Analyst</u>			
City Manager	45%	45%	0%
Community Services	20%	20%	0%
Environmental Services	15%	15%	0%
Recreation	20%	20%	0%
Total	100%	100%	0%

GRAPHS AND SUMMARIES

Schedule VI - List of Positions Split Between Funds & Departments

	Fiscal Year 2011-2012	Fiscal Year 2012-2013	Change
	Percent	Percent	Percent
<u>Assistant Civil Engineer/Environmental</u>			
Environmental Services	30%	30%	0%
Engineering	15%	15%	0%
Street Maintenance	10%	10%	0%
Park Maintenance	10%	10%	0%
Sanitation	25%	25%	0%
Street Lighting	10%	10%	0%
Total	100%	100%	0%
<u>Associate Civil Engineer</u>			
Engineering	43%	43%	0%
CIP Projects	7%	7%	0%
Sanitation	50%	50%	0%
Total	100%	100%	0%
<u>Accountant</u>			
Finance	85%	85%	0%
Successor Agency	5%	5%	0%
Sanitation	10%	10%	0%
Total	100%	100%	0%
<u>Code Compliance Officer</u>			
Codes/Parking	80%	80%	0%
Environmental Services	20%	20%	0%
Total	100%	100%	0%
<u>Sr. Engineering Technician</u>			
Engineering	65%	65%	0%
Sanitation	25%	25%	0%
Street Lighting	10%	10%	0%
Total	100%	100%	0%
<u>Administrative Assistant III (CM/Fire/Codes/MS)</u>			
City Manager	13%	10%	-3%
Fire Department	22%	20%	-2%
Codes/Parking	3%	0%	-3%
Marine Safety	22%	20%	-2%
Total	60%	50%	-10%
<u>Deputy City Clerk</u>			
City Clerk	75%	75%	0%
City Attorney	25%	25%	0%
Total	100%	100%	0%
<u>Administrative Assistant IV</u>			
City Council	20%	20%	0%
City Manager	60%	60%	0%
Human Resources	20%	20%	0%
Total	100%	100%	0%
<u>Lead Maintenance Worker</u>			
Environmental Services	10%	10%	0%
Street Maintenance	55%	55%	0%
Park Maintenance	15%	15%	0%
Sanitation	15%	15%	0%
Street Lighting	5%	5%	0%
Total	100%	100%	0%
<u>Administrative Assistant III (Engineering)</u>			
Engineering	48%	48%	0%
Street Maintenance	20%	20%	0%
Sanitation	17%	17%	0%
Street Lighting	15%	15%	0%
Total	100%	100%	0%
<u>Maintenance Workers II (2)</u>			
Environmental Services	5%	5%	0%
Street Maintenance	55%	55%	0%
Park Maintenance	30%	30%	0%
Sanitation	10%	10%	0%
MID#33	-	-	0%
Total	100%	100%	0%
<u>Temp Maint Worker I</u>			
Environmental Services	5%	5%	0%
Street Maintenance	55%	55%	0%
Park Maintenance	30%	30%	0%
Sanitation	10%	10%	0%
Total	100%	100%	0%

* Per Contract



GENERAL
GOVERNMENT

CITY OF SOLANA BEACH
FUNCTION ACTIVITY OVERVIEW

FUNCTION	FUND DISTRIBUTION				2012-2013
	GENERAL GOVERNMENT	General Fund			
Risk Management - Insurance				385,100	
Worker's Compensation - Insurance				282,500	
Asset Replacement				247,300	
PERS Side Fund				66,100	
					3,563,700
EXPENSE CLASSIFICATION	2009-2010 ACTUAL	2010-2011 ACTUAL	2011-2012 ADOPTED	2011-2012 PROJECTED	2012-2013 ADOPTED
TOTAL REGULAR POSITIONS	12.29	11.94	10.62	10.62	10.27
SALARIES & FRINGE BENEFITS	1,614,142	1,561,407	1,360,300	1,298,888	1,262,700
MATERIAL, SUPPLIES & SERVICES	1,612,876	1,583,156	1,716,700	1,897,025	1,764,200
CAPITAL, DEBT SVC & CHARGES	202,519	154,303	215,000	241,521	536,800
TOTAL BUDGET	3,429,537	3,298,866	3,292,000	3,437,434	3,563,700

Department Overview:

The General Government function for the City comprises the legislative and administrative support services departments. These departments include the City Council, City Attorney and City Clerk which fulfill the legislative functions while the City Manager, Human Resources, Finance, Information Systems, Risk Management and Support Services departments comprise the administrative support services of the City.

Structure & Services

Solana Beach is a General Law City operated by a Council/Manager form of government. The **City Council** serves as the legislative body and consists of five City Council members, one of whom is chosen to act as Mayor for a one-year term on a rotating basis. The City Council budget is located at C-4 and C-5.

The **City Manager** is appointed by the City Council to serve as the Chief Administrative Officer of the City. The City Manager oversees the implementation of policy and programs established by the City Council and provides overall direction for the administration of City programs and services. Information regarding its mission statement, structure and services, goals, and budget and service indicators can be found beginning at C-11

The **City Clerk's** office is responsible for providing regulatory oversight as per the Government Code and state regulatory agencies as needed and required, including the Fair Political Practices Commission. The Clerk's department records and archives the City Council legislative history into a document imaging system to assist in the research and retrieval process. The department also coordinates with City departments all official records of the City including the records maintenance schedule and destruction of out-dated records. The City Clerk acts as the City's election official and administers all City elections. Other responsibilities include codifying

the Municipal Code, certifying official documents, and administering oaths. The City Clerk's department manages front desk operations including greeting, phones, receipting, mail, general **GENERAL GOVERNMENT (continued)**

information, and citywide / City Clerk administration. Further information regarding the City Clerk's office, including its budget and service indicators, can be found beginning at C-6.

The **City Attorney** serves as a legal advisor to the City Council, City Manager, the various City departments, commissions, and committees and boards. The office assists in developing strategy and negotiating solutions to City legal problems. The City Attorney prepares and approves for legality the majority of proposed City ordinances, resolutions, contracts, and other legal documents. The City Attorney also manages all litigation for the City and represents the City in certain cases. City attorney services are provided by an outside law firm on a contract basis. The department's budget is located at C-14 and C-15

The **Finance Department** manages its budget unit and the budgets for Support Services, Risk Management, Workers Compensation, Asset Replacement and the PERS Side Fund. Information regarding its mission statement, structure and services, goals, and budget and service indicators can be found beginning at C-17.



CITY OF SOLANA BEACH
FISCAL YEAR 2012-2013 BUDGET

DEPARTMENT		DEPT. NO.			BUDGET UNIT	
CITY COUNCIL		5100			001-5000-5100	
OBJECT CODE	EXPENSE CLASSIFICATION	2009-2010 ACTUAL	2010-2011 ACTUAL	2011-2012 ADOPTED	2011-2012 PROJECTED	2012-2013 ADOPTED
SALARIES & FRINGE BENEFITS						
6101	Regular Salaries	42,939	46,642	53,400	53,541	54,000
6102	Part Time & Temporary Salaries	6,499	3,798	-	-	-
6103	Overtime	30	51	400	198	400
6205	Retirement	12,159	8,320	10,600	7,783	7,700
6210	Medicare	912	688	800	724	800
622X	Flex Credit Benefit	42,301	43,758	44,600	44,720	52,400
6245	Life Insurance	-	15	-	36	-
TOTAL		104,840	103,272	109,800	107,002	115,300
MATERIALS, SUPPLIES & SERV						
6315	Travel, Conferences, & Meetings	6,825	4,253	4,500	4,600	4,600
6320	Training	25	-	1,000	1,000	-
6330	Membership and Dues	70,377	70,303	70,400	70,200	70,200
6418	Books, Subscriptions, and Printing	293	277	300	500	500
6420	Departmental Special Supplies	182	215	400	200	200
6529	Mileage	-	-	100	100	200
6530	Professional Services	-	-	100	100	-
6532	Contribution to Other Agencies	27,000	36,088	29,800	29,900	29,900
6570	Other Charges	-	-	100	100	100
TOTAL		104,702	111,136	106,700	106,700	105,700
CAPITAL, DEBT SVC & CHRGS						
6910	Claims Liability Charges	1,200	1,700	1,800	1,800	1,700
6920	Workers' Comp Charges	800	2,000	1,400	1,400	2,500
TOTAL		2,000	3,700	3,200	3,200	4,200
ACTIVITY TOTALS		211,542	218,108	219,700	216,902	225,200

CITY OF SOLANA BEACH
STAFFING/COMMENTARY/DETAIL

DEPARTMENT	DEPT. NO.	BUDGET UNIT
CITY COUNCIL	5100	001-5000-5100

Pay Range	Position Title	2010/2011		2011/2012		2012/2013	
		Adopted FTE Hours	Adopted Budget	Adopted FTE Hours	Adopted Budget	Adopted FTE Hours	Adopted Budget
2121	Mayor	-	8,600	-	8,600	-	8,600
	Council Members	-	34,100	-	34,100	-	34,100
	Executive Assistant	0.20	10,200	0.20	10,700	0.20	11,300
	Overtime		400		400		400
	Total Salaries		53,300		53,800		54,400
	Total Benefits		56,000		56,000		60,900
	Total	0.20	109,300	0.20	109,800	0.20	115,300

NOTES:

	<u>FY 12/13</u>
6315: League of California Cities meetings	1,600
Closed Session Council meetings	1,400
DC - Marlowe meetings	1,300
LCC Luncheon Fees	300
	<u>4,600</u>
6330: San Dieguito River JPA	56,620
League of California Cities (state)	5,510
LAFCO	5,090
SANDAG	2,280
League of California Cities (SD Chapter)	600
ASBPA Membership	100
	<u>70,200</u>
6532: Community Grant Program	15,000
Friends of the Library	10,000
211 San Diego	2,000
Winter Shelter	2,900
	<u>29,900</u>
6570: Council photos, event invitations, ground breaking and special recognition supplies.	

City Clerk's Office

2012-13

Mission Statement:

Promote the openness of government by providing quality service through access to information and records, oversight of legislative obligations and proceedings, recording the City's actions, and ensuring the highest integrity in election proceedings.

Structure & Services

Legislative Administration

The City Clerk's department is responsible for facilitating the execution of official and legislative processes including publishing and posting of Council and other required agendas, attesting to all official actions of the City Council, codifying the municipal code, and certifying City documents. As the filing official/officer, the department manages the required annual noticing of the Fair Political Practices Commission record filings and biennial review and update of the City's Conflict of Interest Code. The department tracks required ethics training, receives and announces bid openings, coordinates citizen commission vacancies and recruitment, processes agreements and recorded documents, and acts as the filing office for all claims, subpoenas and summons. The City Clerk's department responds to all inquiries to meet the requirements of the Public Records Act including timely responses, required redactions, and assistance in identifying records.

Records Management

The department is responsible for maintaining the City's official records and implements the records management program which includes the retention, storage, and destruction of records. The department manages the official Retention Schedule and coordinates citywide storage and destruction. The department archives all legislative documents, including certain historical documents, to a document imaging system to aid in records research and retrieval. The goals of the program allow the department to provide information and research to the public and staff, providing efficient and effective management of records, in order to promote government transparency.

Election

As the elections official, the City Clerk conducts all general/special elections including administering the candidate nomination process, publishing candidate notices within legal guidelines, assessing and certifying official petitions for citizen initiatives, processing and tracking required campaign statements, and monitoring changes in laws and regulations. The department ensures compliance with the Political Reform Act, Ca. Elections Code, Ca. Code of Regulations (FPPC), and Solana Beach Municipal Code.

Customer Service

The City Clerk's department manages front desk operations which include routing all incoming calls, directing public inquiries, assisting all visitors, handling all in-person receipting, providing general information on programs/services and permits/applications, processing insurance certificates, managing incoming/outgoing citywide mail, internal scheduling of conference rooms, and acting as City Clerk counter administration.

The City Clerk's budget and service indicators are located at C-8 and C-9.

CITY CLERK'S OFFICE (continued)

Goals:

- Comply with the Political Reform Act, Fair Political Practices Commission, Public Records Act, Solana Beach Municipal Code, Conflict of Interest Code and other various state codes in a timely and efficient manner in order to meet obligations which include official noticing, publication, and regulated filings.
- Process legislative documents including resolutions, ordinances, contracts, and recorded documents.
- Meet deadline requirements for public records requests and appropriately collaborate to provide the most definitive conclusions.
- Continue to prepare and maintain the indexing, storage, and archival of official current records and the manual review and organization of historical records. Maintain the archiving of documents within the document imaging system to assist in the research and retrieval of information.
- Continue to review of the City's Records Retention Schedule for future update.
- Maintain and track new election laws to ensure professional and fair election processes for the community.
- Manage excellent citywide front desk and City Clerk department customer service in order to provide direction to the public.

CITY OF SOLANA BEACH
FISCAL YEAR 2012-2013 BUDGET

DEPARTMENT		DEPT. NO.			BUDGET UNIT	
CITY CLERK		5150			001-5000-5150	
OBJECT CODE	EXPENSE CLASSIFICATION	2009-2010 ACTUAL	2010-2011 ACTUAL	2011-2012 ADOPTED	2011-2012 PROJECTED	2012-2013 ADOPTED
SALARIES & FRINGE BENEFITS						
6101	Regular Salaries	175,765	149,361	189,800	151,556	170,000
6102	Part Time & Temporary Salaries	3,967	-	-	18,274	-
6103	Overtime	1,288	1,133	100	1,590	100
6105	Temporary Non-Payroll	17,636	47,064	-	31,917	-
6205	Retirement	44,648	29,410	37,700	22,441	23,700
6210	Medicare	2,938	2,275	2,800	2,549	2,500
6211	Social Security	-	-	-	1,168	-
622X	Flex Credit Benefit	25,187	15,015	23,600	18,367	26,700
6245	Life Insurance	551	442	600	480	600
6280	Auto Allowance	2,975	3,060	3,100	2,981	2,800
6290	Phone Allowance	583	600	600	585	500
TOTAL		275,538	248,359	258,300	251,908	226,900
MATERIALS, SUPPLIES & SERV						
6315	Travel, Conferences, & Meetings	-	-	600	600	600
6320	Training	160	440	400	700	700
6330	Membership and Dues	442	464	700	900	900
6415	Election Supplies	6,857	842	1,100	10,500	10,500
6417	Postage	7,717	6,350	8,500	8,450	8,450
6418	Books, Subscriptions, and Printing	5,471	13,477	5,300	5,300	5,300
6419	Minor Equipment	2,710	3,823	100	100	100
6420	Departmental Special Supplies	6,270	6,121	8,000	8,000	8,000
6522	Advertising	1,360	1,306	3,800	3,700	3,700
6525	Rents and Leases	6,336	6,596	7,100	7,250	7,250
6529	Mileage	33	72	200	200	200
6530	Professional Services	19,576	3,775	6,300	6,300	6,300
6531	Maint. & Operation of Equipment	-	132	100	100	100
6570	Other Charges	1,526	977	1,800	1,900	1,900
TOTAL		58,458	44,377	44,000	54,000	54,000
CAPITAL, DEBT SVC & CHRGS						
6910	Claims Liability Charges	4,200	6,100	6,400	6,400	5,500
6920	Workers' Comp Charges	3,000	7,000	4,900	4,900	7,800
6930	Asset Replacement Charges	1,100	1,100	1,300	1,300	1,300
TOTAL		8,300	14,200	12,600	12,600	14,600
ACTIVITY TOTALS		342,296	306,935	314,900	318,508	295,500

**CITY OF SOLANA BEACH
STAFFING/COMMENTARY/DETAIL**

DEPARTMENT	DEPT. NO.	BUDGET UNIT
CITY CLERK	5150	001-5000-5150

Pay Range	Position Title	2010/2011		2011/2012		2012/2013	
		Adopted FTE Hours	Adopted Budget	Adopted FTE Hours	Adopted Budget	Adopted FTE Hours	Adopted Budget
1-101	City Clerk	1.00	104,300	1.00	104,300	0.90	98,500
1-104	Deputy City Clerk	0.75	43,000	0.75	43,000	0.75	43,000
3066	Admin Assistant I	1.00	42,100	1.00	42,500	1.00	28,500
1-104	PT Mgmt Analyst	-	-	-	-	-	-
	Overtime		100		100		100
	Total Salaries		189,500		189,900		170,100
	Total Benefits		68,400		68,400		56,800
	Total	2.75	257,900	2.75	258,300	2.65	226,900

SERVICE INDICATORS	2009/10 Actual	2010/11 Actual	2011/12 Projected	2012/13 Projected
Resolutions adopted	125	200	225	225
Ordinances adopted	16	14	15	15
Council agendas - public meetings	25	31	25	28
Records requests	203	255	250	250
Receipt processing	1,755	1,900	1,900	1,900

NOTES:

- 6330: National Notary Assoc., International Institute of Municipal Clerks, City Clerks Association of California
- 6417: Postage for Citywide departments, FED EX, UPS, Bulk mail permits.
- 6418: Municipal Code updates, printing of various forms, North County Times subscription, City Clerks Handbook. Annual election code update. Records reproduction.
- 6420: Supplies for official filing system, meeting and agenda preparation, audio and video reproduction, record requests, archivable materials for vital records. Gavel, plaques, etc. Official meeting supplies. Front desk operations.
- 6522: Required publication of ordinances/resolutions/hearing notices
- 6525: Records storage offsite leasing - offsite. Postage machine lease.
- 6530: Document imaging and content mgmt software support/maintenance and training. Front desk temporary staffing, consultants, website assistance, interpretations services.
- 6531: Dedicated scanner, official bid date stamper.
- 6570: Records retrieval, research, and destruction.





City Manager

Mission Statement:

We are here to assist the entire community to accomplish their vision with our skills, resources, and abilities while providing services that promote and sustain a high quality of life for all.

Structure & Services

The **City Manager** provides leadership, management direction, support and coordination for all of the various City departments, provides policy recommendations to the City Council, represents City interests in local and regional issues and assures the governmental processes succeed in maintaining and improving the quality of life in Solana Beach. The department enforces all applicable Federal and State laws as well as municipal ordinances and administers the budget. The City Manager's budget is located at C-12 and C-13.

Human Resources provides the City with effective human resource programs in the areas of personnel recruitment and selection, employee training and development, labor and employee relations and negotiations, salary and benefit administration, performance evaluations, classification and position studies and allocations and employee awards and programs. Additionally, Human Resources assumes responsibility for administering claims for the City's self-funded Worker's Compensation Insurance. The budget and service indicators for Human Resources are located at C-22 and C-23.

Information/Communication Systems is responsible for ensuring that the City's information technology resources are effectively managed and used as key organizational tools in improving staff productivity, customer service, and public access to City information. Information/Communications Systems is responsible for overseeing, maintaining and improving the Local Area Networks for all City sites, Internet access and monitoring, telephone system, voicemail system, computer hardware/software training and staff support. Information/Communication Systems' budget and service indicators are located at C-24 and C-25

The **Communications** division manages the educational/community television programming under the City's cable franchise agreement, produces public service announcements (PSA), prepares press releases and E-Blasts, maintains the City website and social media communications, coordinates media activities for City programs and services, and produces the Shorelines quarterly newsletter. The budget for communications is derived from various City departments.

Goals:

- Implement all policies and programs adopted by the City Council.
- Prepare a recommended Budget and Workplan and implement the goals of the organization upon adoption.
- Maintain a balanced operating budget and healthy capital improvement plan that provides fiscal sustainability on a three year forecast basis.
- Reduce the City's environmental footprint and develop long-term environmental sustainability for the community.
- Begin a comprehensive review of land use policies and selected zoning ordinances to preserve community character.
- Promote a culture of learning and communication that ensures the community is well informed while providing a high level of confidence in local government.
- Begin Highway 101 Renovation
- Begin General Plan Update (Housing, Circulation, Land Use)
- Implement Sand Replenishment Project
- Begin LIP Development

CITY OF SOLANA BEACH
FISCAL YEAR 2012-2013 BUDGET

DEPARTMENT		DEPT. NO.			BUDGET UNIT	
CITY MANAGER		5200			001-5000-5200	
OBJECT CODE	EXPENSE CLASSIFICATION	2009-2010 ACTUAL	2010-2011 ACTUAL	2011-2012 ADOPTED	2011-2012 PROJECTED	2012-2013 ADOPTED
SALARIES & FRINGE BENEFITS						
6101	Regular Salaries	255,167	206,252	203,200	156,202	204,800
6102	Part Time & Temporary Salaries	19,496	58,919	-	46,067	5,300
6103	Overtime	2,034	2,046	700	860	700
6205	Retirement	78,959	37,464	40,300	20,898	29,300
6210	Medicare	4,171	3,805	3,000	2,849	3,100
6211	Social Security	-	3,065	-	1,172	-
622X	Flex Credit Benefit	17,938	13,822	16,500	13,566	18,500
6245	Life Insurance	760	524	700	492	700
6280	Auto Allowance	2,692	4,986	3,800	1,893	200
6290	Phone Allowance	1,163	834	700	568	700
TOTAL		382,380	331,718	268,900	244,567	263,300
MATERIALS, SUPPLIES & SERV						
6315	Travel, Conferences, & Meetings	6,169	4,351	4,400	4,300	4,300
6320	Training	-	-	-	-	1,000
6330	Membership and Dues	3,001	750	2,500	2,600	2,700
6418	Books, Subscriptions, and Printing	127	582	300	300	300
6420	Departmental Special Supplies	144	253	300	800	800
6529	Mileage	207	257	200	300	300
6530	Professional Services	6,197	30,335	2,000	2,000	2,000
6539	Contingency	23,293	4,284	32,500	31,900	31,800
TOTAL		39,138	40,812	42,200	42,200	43,200
CAPITAL, DEBT SVC & CHRGS						
6910	Claims Liability Charges	5,200	7,800	8,200	8,200	6,800
6920	Workers' Comp Charges	3,800	8,900	6,200	6,200	9,700
6930	Asset Replacement Charges	5,000	5,200	-	-	-
TOTAL		14,000	21,900	14,400	14,400	16,500
ACTIVITY TOTALS		435,518	394,429	325,500	301,167	323,000

CITY OF SOLANA BEACH
STAFFING/COMMENTARY/DETAIL

DEPARTMENT	DEPT. NO.	BUDGET UNIT
CITY MANAGER	5200	001-5000-5200

Pay Range	Position Title	2010/2011		2011/2012		2012/2013	
		Adopted FTE Hours	Adopted Budget	Adopted FTE Hours	Adopted Budget	Adopted FTE Hours	Adopted Budget
Contract	City Manager	0.64	115,400	0.64	115,400	0.64	128,800
1-101	DCM/Community Dev. Dir.	0.50	75,000	0.10	15,000	0.05	7,500
1-102	Assistant to CM	-	-	-	-	-	-
1-104	Management Analyst	0.25	18,400	0.45	34,800	0.45	34,800
2121	Admin Assistant IV	0.85	45,500	0.60	32,000	0.60	32,000
3108	Admin Assistant III			0.13	6,000	0.10	7,000
	Overtime		700		700		700
	Total Salaries		255,000		203,900		210,800
	Total Benefits		65,000		65,000		52,500
	Total	2.24	320,000	1.92	268,900	1.84	263,300

NOTES:

- 6315: League of California Cities, CCMA meetings and luncheons, DC trip for City Manager/Deputy City Manager
- 6330: ICMA, CCMA, and CCMF dues for City Manager
- 6530: As needed for Communications and website support
- 6539: In line with Financial Policies an amount not to exceed 0.5% of the operating budget is to be included with the City Manager's budget to enhance operating efficiency

CITY OF SOLANA BEACH
FISCAL YEAR 2012-2013 BUDGET

DEPARTMENT		DEPT. NO.			BUDGET UNIT	
CITY ATTORNEY		5250			001-5000-5250	
OBJECT CODE	EXPENSE CLASSIFICATION	2009-2010 ACTUAL	2010-2011 ACTUAL	2011-2012 ADOPTED	2011-2012 PROJECTED	2012-2013 ADOPTED
SALARIES & FRINGE BENEFITS						
6101	Regular Salaries	14,689	14,717	14,300	10,631	14,200
6103	Overtime	110	110	-	-	-
6205	Retirement	5,753	2,859	2,800	1,529	2,000
6210	Medicare	251	240	200	162	200
622X	Flex Credit Benefit	2,677	2,145	2,100	1,436	2,500
6245	Life Insurance	43	43	-	33	-
TOTAL		23,523	20,115	19,400	13,791	18,900
MATERIALS, SUPPLIES & SERV						
6418	Books, Subscriptions, and Printing	2,949	3,928	2,700	2,700	5,000
6530	Professional Services	444,604	475,462	500,000	460,000	500,000
TOTAL		447,553	479,390	502,700	462,700	505,000
CAPITAL, DEBT SVC & CHRGS						
6910	Claims Liability Charges	300	500	500	500	500
6920	Workers' Comp Charges	200	500	400	400	700
TOTAL		500	1,000	900	900	1,200
ACTIVITY TOTALS		471,576	500,504	523,000	477,391	525,100

CITY OF SOLANA BEACH
SUMMARY/COMMENTARY/DETAIL

DEPARTMENT	DEPT. NO.	BUDGET UNIT
CITY ATTORNEY	5250	001-5000-5250

Pay Range	Position Title	2010/2011		2011/2012		2012/2013	
		Adopted FTE Hours	Adopted Budget	Adopted FTE Hours	Adopted Budget	Adopted FTE Hours	Adopted Budget
1-104	Deputy City Clerk	0.25	14,300	0.25	14,300	0.25	14,200
	Total Salaries		14,300		14,300		14,200
	Total Benefits		5,100		5,100		4,700
	Total	0.25	19,400	0.25	19,400	0.25	18,900

NOTES:	
6418: Municipal law book update, West Law book and other legal journals subscriptions	
6420: Pleading papers	
6530: City Attorney - General Services	200,000
City Attorney - Other Services	90,000
Outside Legal Services	210,000
	500,000



Finance Department

Mission Statement:

We deliver quality financial management and services to our elected officials, citizens, city departments, and the community by providing accurate and timely information to ensure fiscal sustainability in an environment of teamwork, excellent customer service, innovative business solutions and high ethical standards.

Structure and Services

The Finance Department is responsible for managing Finance, Support Services, Risk Management, Workers' Compensation administration, Asset Replacement, and the administration of the Successor Agency for the former Solana Beach Redevelopment Agency.

The **Finance Department** maintains the financial records of the City and the Solana Beach Redevelopment Agency. Responsibilities include financial planning, cash management, purchasing, budgeting, payroll, payables, receivables, collections, accounting, financial reporting, fixed asset tracking, investment and debt administration. Finance's budget and service indicators are located at C-18 and C-19.

Support Services includes costs that affect City Hall in general, but are not easily allocated to the appropriate departments, and its budget is located at C-20 and C-21.

The Finance Manager is also the Risk Manager for the City and through participation in the SANDPIPA Insurance Joint Powers Authority, oversees the insurance requirements of the City, manages the loss-control program, and handles all claims made against the City in addition to administering the budget for the self-insured worker's compensation program. The Workers Compensation budget unit was introduced in FY 2003-04 as the City began to self-insure for Workers' Compensation in October 2003. The costs to provide this service are charged to other budget units with payroll accounts on an annual basis.

The budgets and service indicators for **Risk Management, Workers Compensation, Asset Replacement and the PERS Side Fund** are located at C-26 through C-33.

Goals:

- Complete sections of the department procedures manual that implement new processes
- Implement an intranet system for employees (Employee Access Center)
- Implement an electronic time-keeping system
- Implement the ability of citizens to pay for services using credit cards on the Internet.
- Submit the Comprehensive Annual Financial Report and the Adopted Budget for the Government Finance Officers Association (GFOA) awards for Outstanding Financial Reporting and Excellence in Operational Budgeting

CITY OF SOLANA BEACH
FISCAL YEAR 2012-2013 BUDGET

DEPARTMENT		DEPT. NO.			BUDGET UNIT	
FINANCE		5300			001-5000-5300	
OBJECT CODE	EXPENSE CLASSIFICATION	2009-2010 ACTUAL	2010-2011 ACTUAL	2011-2012 ADOPTED	2011-2012 PROJECTED	2012-2013 ADOPTED
SALARIES & FRINGE BENEFITS						
6101	Regular Salaries	302,954	317,115	174,600	176,511	178,200
6102	Part Time & Temporary Salaries	30,204	32,111	42,600	42,639	42,600
6103	Overtime	5,100	3,022	1,200	5,083	1,200
6104	Special Pay	-	6,009	42,100	42,060	-
6205	Retirement	83,481	65,925	43,100	34,933	30,800
6210	Medicare	5,075	5,115	3,800	3,815	3,200
6211	Social Security	-	373	2,600	2,607	-
622X	Flex Credit Benefit	38,419	36,465	29,200	29,244	33,800
6245	Life Insurance	961	973	700	693	700
6280	Auto Allowance	1,934	1,989	-	-	-
6290	Phone Allowance	933	960	400	361	300
TOTAL		469,061	470,056	340,300	337,946	290,800
MATERIALS, SUPPLIES & SERV						
6315	Travel, Conferences, & Meetings	105	120	-	80	-
6320	Training	42	-	600	500	600
6330	Membership and Dues	320	520	300	320	300
6418	Books, Subscriptions, and Printing	3,023	125	400	-	400
6419	Minor Equipment	-	-	-	206	-
6420	Departmental Special Supplies	1,990	2,467	1,900	1,430	1,900
6522	Advertising	342	157	200	200	200
6529	Mileage	-	53	-	30	-
6530	Professional Services	31,601	42,241	30,100	35,631	30,100
6531	Maint. & Operation of Equipment	29,278	28,785	30,000	28,800	30,000
6570	Other Charges	136,900	143,246	142,900	144,400	142,900
TOTAL		203,601	217,714	206,400	211,597	206,400
CAPITAL, DEBT SVC & CHRGS						
6910	Claims Liability Charges	7,000	10,900	11,400	11,400	7,100
6920	Workers' Comp Charges	5,300	12,700	8,700	8,700	10,200
6930	Asset Replacement Charges	14,100	14,600	10,900	10,900	10,900
6940	PERS Side Fund Charges	-	-	-	94,425	95,000
TOTAL		26,400	38,200	31,000	125,425	123,200
ACTIVITY TOTALS		699,062	725,970	577,700	674,968	620,400

**CITY OF SOLANA BEACH
STAFFING/COMMENTARY/DETAIL**

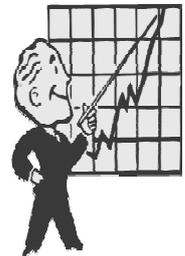
DEPARTMENT	DEPT. NO.	BUDGET UNIT
FINANCE	5300	001-5000-5300

Pay Range	Position Title	2010/2011		2011/2012		2012/2013	
		Adopted FTE Hours	Adopted Budget	Adopted FTE Hours	Adopted Budget	Adopted FTE Hours	Adopted Budget
1-101	Finance Director	0.65	93,700	-	-	-	-
1-102	Finance Manager/Treasurer	0.95	89,300	0.60	62,400	0.55	66,000
2128	Accountant	0.95	61,400	0.85	54,900	0.85	54,900
2122	Fiscal Services Specialist II	0.95	57,300	0.95	57,300	0.95	57,300
3066	Admin Assistant II	0.75	31,900	1.00	42,600	1.00	42,600
	Special Pay				42,100		
	Overtime		1,200		1,200		1,200
	Total Salaries		334,800		260,500		222,000
	Total Benefits		79,800		79,800		68,800
	Total	4.25	414,600	3.40	340,300	3.35	290,800

SERVICE INDICATORS	2009/10	2010/11	2011/12	2012/13
	Actual	Actual	Projected	Projected
A/P checks	3200	3100		3100
Payroll checks/vouchers	2450	2400	2400	2400
W-2 forms	144	140	140	140
1099 forms	62	60	60	60
Bank reconciliations	72	72	72	72
Cash receipts processed	3600	3600	3600	3600
Purchase Orders processed	240	240	240	240

NOTES:

	FY 12/13
6530: Annual Audit	19,000
Sales Tax Reports/Audit	6,700
CAFR Statistics & Debt Statement	1,100
SB 90 Claims	3,300
	<u>30,100</u>
6531: Pentamation Licenses and Support	
The cost also reflects department expenditures for computer costs associated with the accounting system.	
6570: Property tax administration	91,000
Sales tax administration	30,000
Bank fees	20,000
Koppel and Grubber	1,900
	<u>142,900</u>



CITY OF SOLANA BEACH
FISCAL YEAR 2012-2013 BUDGET

DEPARTMENT		DEPT. NO.			BUDGET UNIT	
SUPPORT SERVICES		5350			001-5000-5350	
OBJECT CODE	EXPENSE CLASSIFICATION	2009-2010 ACTUAL	2010-2011 ACTUAL	2011-2012 ADOPTED	2011-2012 PROJECTED	2012-2013 ADOPTED
SALARIES & FRINGE BENEFITS						
TOTAL		-	-	-	-	-
MATERIALS, SUPPLIES & SERV						
6416	Office Supplies	5,696	7,034	5,500	4,975	5,000
6418	Books, Subscriptions & Printing	5,544	5,035	6,700	5,000	5,500
6419	Minor Equipment	-	2,705	-	-	-
6420	Departmental Special Supplies	3,403	4,601	2,500	2,000	2,500
6525	Rents and Leases	19,856	15,881	15,100	14,200	12,000
6531	Maint. & Operation of Equipment	-	-	300	575	600
6570	Other Charges	-	-	-	65	100
TOTAL		34,499	35,256	30,100	26,815	25,700
CAPITAL, DEBT SVC & CHRGS						
TOTAL		-	-	-	-	-
ACTIVITY TOTALS		34,499	35,256	30,100	26,815	25,700

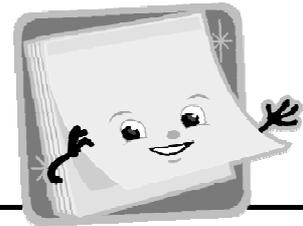
CITY OF SOLANA BEACH
STAFFING/COMMENTARY/DETAIL

DEPARTMENT	DEPT. NO.	BUDGET UNIT
SUPPORT SERVICES	5350	001-5000-5350

Pay Range	Position Title	2010/2011		2011/2012		2012/2013	
		Adopted FTE Hours	Adopted Budget	Adopted FTE Hours	Adopted Budget	Adopted FTE Hours	Adopted Budget
N/A							
	Total	-	-	-	-	-	-

NOTES:

6416: Office supplies for all City departments excluding Fire and Marine Safety
6418: Various books and publications, miscellaneous printing, and excess copy costs
6420: Includes paper and toner for copiers/fax machines and water for City Hall
6525: Copier leases (all City Hall copiers are paid from this department)



CITY OF SOLANA BEACH
FISCAL YEAR 2012-2013 BUDGET

DEPARTMENT		DEPT. NO.			BUDGET UNIT	
HUMAN RESOURCES		5400			001-5000-5400	
OBJECT CODE	EXPENSE CLASSIFICATION	2009-2010 ACTUAL	2010-2011 ACTUAL	2011-2012 ADOPTED	2011-2012 PROJECTED	2012-2013 ADOPTED
SALARIES & FRINGE BENEFITS						
6101	Regular Salaries	39,364	41,490	33,200	33,325	33,700
6102	Part Time & Temporary Salaries	51,811	52,171	46,600	41,133	38,800
6103	Overtime	318	483	200	596	200
6205	Retirement	23,544	18,598	15,800	11,912	10,100
6210	Medicare	1,239	1,189	1,200	929	1,100
622X	Flex Credit Benefit	9,013	9,438	9,400	8,779	9,800
6245	Life Insurance	252	266	300	249	200
6260	Unemployment Insurance	7,293	23,460	16,000	15,951	15,000
6270	Retirees Health Insurance	80,573	96,149	108,000	102,016	110,000
6280	Auto Allowance	748	765	500	477	500
6290	Phone Allowance	147	150	100	93	100
6295	Rideshare Program	2,582	5,200	5,000	4,560	5,000
TOTAL		216,884	249,360	236,300	220,020	224,500
MATERIALS, SUPPLIES & SERV						
6315	Travel, Conferences, & Meetings	1,129	764	1,300	1,300	1,300
6320	Training	1,136	387	1,100	1,100	1,100
6330	Membership and Dues	1,100	1,045	1,400	1,400	1,400
6341	Tuition Reimbursement	4,803	5,454	4,000	4,000	4,000
6350	Pre-Employment	6,325	6,863	2,900	2,900	2,900
6351	Recruitment	18	270	300	300	300
6418	Books, Subscriptions & Printing	134	344	300	300	300
6522	Advertising	-	-	500	500	500
6529	Mileage	-	114	200	200	200
6530	Professional Services	3,685	2,805	6,200	6,200	6,200
6538	Special Events	1,300	2,358	2,000	2,000	2,000
6570	Other Charges	1,846	2,963	4,400	4,400	4,400
TOTAL		21,476	23,368	24,600	24,600	24,600
CAPITAL, DEBT SVC & CHRGS						
6910	Claims Liability Charges	2,200	3,200	3,300	3,300	2,300
6920	Workers' Comp Charges	1,500	3,500	2,500	2,500	3,500
TOTAL		3,700	6,700	5,800	5,800	5,800
ACTIVITY TOTALS		242,060	279,429	266,700	250,420	254,900

**CITY OF SOLANA BEACH
STAFFING/COMMENTARY/DETAIL**

DEPARTMENT	DEPT. NO.	BUDGET UNIT
HUMAN RESOURCES	5400	001-5000-5400

Pay Range	Position Title	2010/2011		2011/2012		2012/2013	
		Adopted FTE Hours	Adopted Budget	Adopted FTE Hours	Adopted Budget	Adopted FTE Hours	Adopted Budget
1-101	DCM/Community Dev. Dir.	0.25	37,500	0.15	22,500	0.15	22,500
2124	H/R Analyst	0.75	46,600	0.75	46,600	0.625	38,800
2121	Administrative Assistant IV	0.20	10,200	0.20	10,700	0.20	11,200
	Overtime		200		200		200
	Total Salaries		94,500		80,000		72,700
	Total Benefits		27,300		27,300		21,800
	Health Insurance Retirees		108,000		108,000		110,000
	Unemployment Insurance		16,000		16,000		15,000
	Rideshare Program		5,000		5,000		5,000
	Total	1.20	250,800	1.10	236,300	0.98	224,500

SERVICE INDICATORS	2009/10 Actual	2010/11 Actual	2011/12 Projected	2012/13 Projected
New employees hired	30*	20*	20*	20
Average to complete recruitment (days)	35	35	40	35
Separations/Terminations	26	9**	12***	10
MOUs negotiated	0	3	1	2
In-service training programs offered	5	5	5	5
Employee (avg) participants per in-service training	30	30	30	30

* Includes temporary/seasonal employees
 ** Includes 3 retirements, 3 resignations, 3 temporary/seasonal
 *** Includes 1 retirements, 2 resignations, 9 temporary/seasonal

NOTES:

6320: LCW and RTC trainings, city wide trainings, sexual harassment, team building, ethics training, etc.
 6330: Membership/Dues: IPMA-HR, CalPACS, SD Employment Consortium, IPMA HR (SD Chapter)
 6341: Tuition reimbursement for all City employees
 6350: Pre-employment medical exams, Livescan fingerprinting, vaccinations
 6351: Material related to recruitments: panel meals, binders, supplies, etc.
 6530: Wage Works (Flexible Spending Accounts), Employee Assistance Program, Website support, labor relations, miscellaneous materials
 6538: Annual Employee Appreciation Event



CITY OF SOLANA BEACH
FISCAL YEAR 2012-2013 BUDGET

DEPARTMENT		DEPT. NO.			BUDGET UNIT	
INFO/COMMUNICATION SYSTEMS		5450			001-5000-5450	
OBJECT CODE	EXPENSE CLASSIFICATION	2009-2010 ACTUAL	2010-2011 ACTUAL	2011-2012 ADOPTED	2011-2012 PROJECTED	2012-2013 ADOPTED
SALARIES & FRINGE BENEFITS						
6101	Regular Salaries	105,025	105,226	97,100	97,261	97,100
6103	Overtime	58	833	-	-	-
6205	Retirement	25,134	20,840	19,300	15,482	13,500
6210	Medicare	1,598	1,523	1,400	1,371	1,400
622X	Flex Credit Benefit	9,027	9,009	8,600	8,618	10,100
6245	Life Insurance	314	314	300	307	300
6280	Auto Allowance	148	153	-	6	-
6290	Phone Allowance	612	630	600	609	600
TOTAL		141,916	138,528	127,300	123,653	123,000
MATERIALS, SUPPLIES & SERV						
6315	Travel, Conferences, & Meetings	-	282	-	-	-
6320	Training	2,475	-	-	-	-
6330	Membership and Dues	240	240	-	-	-
6419	Minor Equipment	10,925	13,409	18,700	17,000	18,700
6420	Departmental Special Supplies	7,198	1,784	5,000	4,000	5,000
6523	Communications	28,170	25,411	31,200	30,500	31,200
6525	Rents/Leases	1,169	1,139	1,300	1,200	1,300
6529	Mileage	-	-	300	-	300
6530	Professional Services	18,640	23,976	18,600	18,000	18,600
6531	Maint. & Operation of Equipment	22,952	21,325	20,700	19,700	20,700
6535	Community Television Production	31,920	33,033	36,200	35,000	36,200
TOTAL		123,689	120,599	132,000	125,400	132,000
CAPITAL, DEBT SVC & CHRGS						
6640	Equipment	7,044	1,168	-	-	-
6910	Claims Liability Charges	2,200	3,400	3,600	3,600	3,100
6920	Workers' Comp Charges	1,600	3,900	2,700	2,700	4,500
6930	Asset Replacement Charges	27,800	28,900	50,300	50,300	50,300
TOTAL		38,644	37,368	56,600	56,600	57,900
ACTIVITY TOTALS		304,249	296,494	315,900	305,653	312,900

CITY OF SOLANA BEACH
STAFFING/COMMENTARY/DETAIL

DEPARTMENT	DEPT. NO.	BUDGET UNIT
INFO/COMMUNICATION SYSTEMS	5450	001-5000-5450

Pay Range	Position Title	2010/2011		2011/2012		2012/2013	
		Adopted FTE Hours	Adopted Budget	Adopted FTE Hours	Adopted Budget	Adopted FTE Hours	Adopted Budget
1-101	DCM/Community Dev. Dir.	0.05	7,500	-	-	-	-
1-103	Network Systems Engineer	1.00	97,100	1.00	97,100	1.00	97,100
	Total Salaries		104,600		97,100		97,100
	Total Benefits		30,200		30,200		25,900
	Total	1.05	134,800	1.00	127,300	1.00	123,000

SERVICE INDICATORS	2009/10 Actual	2010/11 Actual	2011/12 Projected	2012/13 Projected
PC's supported	63	65	65	65
Physical servers supported	17	18	18	16
Virtual servers supported	4	4	4	6
Printers supported	27	27	27	27
Telephones supported	75	75	75	75
Voicemail boxes supported	87	88	88	89
Email boxes supported	110	114	114	115

NOTES:

- 6320: Training network systems engineer on continuing certification and citywide computer training
- 6419: Printers, fax machines, wireless cards, replacement parts, server room equipment
- 6420: Employee software licenses
- 6523: AT&T site to site connection, phone and DSL, Cox internet connection
- 6525: Cost to host City website and to post Municipal Codes on the MSRC website
- 6530: Technical support for LAN-Email/Web Filter
 - IT Technical Support
 - Web Development
- 6531: Computer and printer repairs, Firewall security & LAN maintenance. Costs associated with website and Internet access plus maintenance of voice-mail and phone systems
- 6535: Community access channel programming and web streaming



CITY OF SOLANA BEACH
FISCAL YEAR 2012-2013 BUDGET

DEPARTMENT		DEPT. NO.			BUDGET UNIT	
RISK MANAGEMENT - INSURANCE		5460			120-5000-5460	
OBJECT CODE	EXPENSE CLASSIFICATION	2009-2010 ACTUAL	2010-2011 ACTUAL	2011-2012 ADOPTED	2011-2012 PROJECTED	2012-2013 ADOPTED
	SALARIES & FRINGE BENEFITS					
	TOTAL	-	-	-	-	-
	MATERIALS, SUPPLIES & SERV					
6310	Insurance and Surety Bonds	154,002	168,078	199,400	187,000	210,000
6315	Travel-Meeting	-	-	100	-	100
6529	Mileage	22	-	-	-	-
6530	Professional Services	37,103	64,071	57,000	65,000	75,000
6540	Damage Claims	24,336	293	100,000	165,000	100,000
6541	Damage to City Property	-	8,888	-	4,500	-
	TOTAL	215,463	241,330	356,500	421,500	385,100
	CAPITAL, DEBT SVC & CHRGS					
	TOTAL	-	-	-	-	-
	ACTIVITY TOTALS	215,463	241,330	356,500	421,500	385,100

CITY OF SOLANA BEACH
STAFFING/COMMENTARY/DETAIL

DEPARTMENT	DEPT. NO.	BUDGET UNIT
RISK MANAGEMENT - INSURANCE	5460	120-5000-5460

Pay Range	Position Title	2010/2011		2011/2012		2012/2013	
		Adopted FTE Hours	Adopted Budget	Adopted FTE Hours	Adopted Budget	Adopted FTE Hours	Adopted Budget
N/A							

SERVICE INDICATORS	2009/10 Actual	2010/11 Actual	2011/12 Projected	2012/13 Projected
Liability claims filed	3	4		
Value of claims*	\$65,000	\$270,200		

*value claims includes claims for Sanitation Fund

NOTES:

The proposed expenditures are for insurance, third party services including (claims administration and legal) and damage claims. Sanitation claims are paid from the Sanitation budget.

The costs to provide this service are charged to other budget units with payroll accounts on an annual basis.

6310: General Liability, Property & Automobile and Miscellaneous Insurance Premiums
 6530: Third party administration services, Armored Transport
 6540: Damage Claims



CITY OF SOLANA BEACH
FISCAL YEAR 2012-2013 BUDGET

DEPARTMENT		DEPT. NO.			BUDGET UNIT	
WORKERS' COMPENSATION - INSURANCE		5465			125-5000-5465	
OBJECT CODE	EXPENSE CLASSIFICATION	2009-2010 ACTUAL	2010-2011 ACTUAL	2011-2012 ADOPTED	2011-2012 PROJECTED	2012-2013 ADOPTED
	SALARIES & FRINGE BENEFITS					
	TOTAL	-	-	-	-	-
	MATERIALS, SUPPLIES & SERV					
6310	Insurance and Surety Bonds	82,625	92,188	99,000	102,000	110,000
6530	Professional Services	25,697	30,226	37,500	33,513	37,500
6540	Damage Claims	255,975	146,760	135,000	286,000	135,000
	TOTAL	364,297	269,174	271,500	421,513	282,500
	CAPITAL, DEBT SVC & CHRGS					
	TOTAL	-	-	-	-	-
	ACTIVITY TOTALS	364,297	269,174	271,500	421,513	282,500

CITY OF SOLANA BEACH
STAFFING/COMMENTARY/DETAIL

DEPARTMENT	DEPT. NO.	BUDGET UNIT
WORKERS' COMPENSATION - INSURANCE	5465	125-5000-5465

Pay Range	Position Title	2010/2011		2011/2012		2012/2013	
		Adopted FTE Hours	Adopted Budget	Adopted FTE Hours	Adopted Budget	Adopted FTE Hours	Adopted Budget
N/A							

SERVICE INDICATORS	2009/10 Actual	2010/11 Actual	2011/12 Projected	2012/13 Projected
Number of claims outstanding	14	14		
Outstanding value of claims filed	\$323,554	\$372,287		

NOTES:	<p>6310: Excess premium through CSAC; State of California Self Insurance Fee 6530: Third party administration services - Tri-Star 6540: Claims</p>	
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CITY OF SOLANA BEACH
FISCAL YEAR 2012-2013 BUDGET

DEPARTMENT		DEPT. NO.			BUDGET UNIT	
ASSET REPLACEMENT		5470			135-5000-5470	
OBJECT CODE	EXPENSE CLASSIFICATION	2009-2010 ACTUAL	2010-2011 ACTUAL	2011-2012 ADOPTED	2011-2012 PROJECTED	2012-2013 ADOPTED
	SALARIES & FRINGE BENEFITS					
	TOTAL	-	-	-	-	-
	MATERIALS, SUPPLIES & SERV					
	TOTAL	-	-	-	-	-
	CAPITAL, DEBT SVC & CHRGS					
6640	Equipment	108,975	26,503	18,500	22,517	168,800
6650	Vehicles	-	4,732	72,000	79	78,500
	TOTAL	108,975	31,235	90,500	22,596	247,300
	ACTIVITY TOTALS	108,975	31,235	90,500	22,596	247,300

CITY OF SOLANA BEACH
STAFFING/COMMENTARY/DETAIL

DEPARTMENT	DEPT. NO.	BUDGET UNIT
ASSET REPLACEMENT	5470	135-5000-5470

Pay Range	Position Title	2010/2011		2011/2012		2012/2013	
		Adopted FTE Hours	Adopted Budget	Adopted FTE Hours	Adopted Budget	Adopted FTE Hours	Adopted Budget
N/A							

COMMENTARY:

The transfer of \$154,400 from the Asset Replacement Fund to the Capital Lease Fund (#320) is for the capital lease payment for the purchase of the fire truck that was made in FY 2008/09. This lease payment will be made from the Capital Leases Fund.



NOTES:

	<u>FY 12/13</u>
6640: Fire Department:	
Hoses	10,100
Treadmill	3,700
RIC Bag	1,100
Station Alerting System	28,400
Information Technology:	
Microsoft Office 2010	19,000
Pentamation Server	11,000
VMWare Server Virtualization Software	5,000
Replacement Granicus Server	6,500
Communications Infrastructure Upgrade	19,000
Public Works	
City Hall Generator	40,000
Finance:	
Pentamation Upgrade	25,000
	<u>168,800</u>
6650: Codes Truck	34,000
Marine Safety Rescue Vehicle	34,000
Marine Safety Surf Rescue Personal Watercraft	10,500
	<u>78,500</u>
6810: Fire Lease (Transfer Out)	<u>154,400</u>

CITY OF SOLANA BEACH
FISCAL YEAR 2012-2013 BUDGET

DEPARTMENT		DEPT. NO.			BUDGET UNIT	
PERS SIDE FUND		5480			150-5000-5480	
OBJECT CODE	EXPENSE CLASSIFICATION	2009-2010 ACTUAL	2010-2011 ACTUAL	2011-2012 ADOPTED	2011-2012 PROJECTED	2012-2013 ADOPTED
	SALARIES & FRINGE BENEFITS					
	TOTAL	-	-	-	-	-
	MATERIALS, SUPPLIES & SERV					
	TOTAL	-	-	-	-	-
	CAPITAL, DEBT SVC & CHRGS					
	Interest Payment to Sanitation Fund				74,399	66,100
	TOTAL	-	-	-	74,399	66,100
	ACTIVITY TOTALS	-	-	-	74,399	66,100

CITY OF SOLANA BEACH
STAFFING/COMMENTARY/DETAIL

DEPARTMENT	DEPT. NO.	BUDGET UNIT
PERS SIDE FUND	5480	150-5000-5480

Pay Range	Position Title	2010/2011		2011/2012		2012/2013	
		Adopted FTE Hours	Adopted Budget	Adopted FTE Hours	Adopted Budget	Adopted FTE Hours	Adopted Budget
N/A							

SERVICE INDICATORS	2009/10 Actual	2010/11 Actual	2011/12 Projected	2012/13 Projected

NOTES:



COMMUNITY DEVELOPMENT

CITY OF SOLANA BEACH
FUNCTION ACTIVITY OVERVIEW

FUNCTION	FUND DISTRIBUTION				2012-2013
					General Fund
COMMUNITY DEVELOPMENT					841,600
					Coastal Business/Visitors
					34,500
					876,100
EXPENSE CLASSIFICATION	2009-2010 ACTUAL	2010-2011 ACTUAL	2011-2012 ADOPTED	2011-2012 PROJECTED	2012-2013 ADOPTED
TOTAL REGULAR POSITIONS	6.25	6.00	5.50	5.50	5.50
SALARIES & FRINGE BENEFITS	622,770	603,855	491,700	465,964	467,200
MATERIAL, SUPPLIES & SERVICES	392,915	359,269	399,200	405,552	351,000
CAPITAL, DEBT SVC & CHARGES	25,100	37,600	56,500	56,500	57,900
TOTAL BUDGET	1,040,785	1,000,724	947,400	928,016	876,100

Mission Statement:

We build community into everything we do. We engage the community in the planning and development of a sustainable City by protecting the environment, preserving community character, and providing a high quality of life for the citizens of Solana Beach.

Department Overview:

The Community Development Department provides a variety of services to the public, including administration of local subdivision and zoning regulations, and coastal development activities. The department processes applications for all types of development permits, manages housing programs for the City related to affordable housing, and administers and implements the City's General Plan. The department also provides professional and technical support to the City Council and City Staff. The department includes two divisions – the Planning Division and Shoreline Management Division.

Structure & Services:

The **Planning Division** administers and implements the City's General Plan, zoning and subdivision regulations and special projects such as the Local Coastal Program/Land Use Plan. This division consists of planners and technical staff who manage the day-to-day development services for current planning projects, provides assistance to customers and also develops strategies for long range planning functions. The Planning Division budget and service indicators are located at C-38 and C-39.

The **Shoreline Management Division** administers comprehensive local, state and federal efforts to maintain and improve the City's shoreline and beach nourishment programs. These programs remain a top priority for Solana Beach in order to provide recreational opportunities for the City's residents and visitors and to protect the City's bluff properties and structures. Programs that the City is pursuing in Shoreline Management include sand replenishment and nourishment involving local jurisdiction partnerships, as well as, regional stewardship. Funding for these programs is comprised of local, state and federal resources. The Shoreline Management Division budget and service indicators are located at C-70 and C-71.

COMMUNITY DEVELOPMENT (continued)

Goals:

The department has a variety of goals and objectives identified in the City's Workplan. Those goals include:

- General Plan Update (including Land Use, Circulation and Housing Elements, and Programmatic EIR)
- Develop Climate Action Plan
- Adoption of a Local Coastal Plan/Land Use Plan, Development of Implementing Polices, and Incorporation of Ordinances
- Progress on the City's Sand Replenishment & Retention Program
- Update View Assessment Toolkit and Guidelines
- Create Development Review Toolkit and Guidelines,
- Coordination of Adopted Specific Plan Standards with the Highway 101 Streetscape Projects
- Mixed Use Affordable Housing Project



CITY OF SOLANA BEACH
FISCAL YEAR 2012-2013 BUDGET

DEPARTMENT		DEPT. NO.			BUDGET UNIT	
COMMUNITY DEVELOPMENT		5550			001-5500-5550	
OBJECT CODE	EXPENSE CLASSIFICATION	2009-2010 ACTUAL	2010-2011 ACTUAL	2011-2012 ADOPTED	2011-2012 PROJECTED	2012-2013 ADOPTED
SALARIES & FRINGE BENEFITS						
6101	Regular Salaries	409,080	391,577	334,900	273,902	326,600
6102	Part Time & Temporary Salaries	34,105	57,692	34,200	59,201	34,200
6103	Overtime	6,920	5,191	1,800	4,348	1,800
6105	Temporary Non-Payroll	3,469	3,061	-	38,720	-
6205	Retirement	112,054	84,507	73,300	46,097	50,400
6210	Medicare	6,987	6,799	5,400	4,832	5,300
6211	Social Security	2	1,085	-	1,055	-
622X	Flex Credit Benefit	44,767	48,415	38,600	34,946	45,400
6245	Life Insurance	1,245	1,269	1,100	889	1,100
6280	Auto Allowance	2,974	3,060	1,500	1,491	1,500
6290	Phone Allowance	1,167	1,200	900	485	900
TOTAL		622,770	603,855	491,700	465,964	467,200
MATERIALS, SUPPLIES & SERV						
6315	Travel, Conferences & Meetings	47	625	300	300	300
6320	Training	5,640	70	1,200	1,200	1,200
6330	Membership and Dues	970	880	900	900	900
6417	Postage	1,229	-	-	-	-
6418	Books, Subscriptions and Printing	1,745	4,555	4,000	3,800	3,800
6419	Minor Equipment	-	718	-	-	-
6420	Departmental Special Supplies	1,717	2,129	2,000	2,000	2,000
6522	Advertising	2,036	2,669	4,100	4,100	4,100
6529	Mileage	484	874	800	600	600
6530	Professional Services	114,635	53,988	17,600	18,000	18,000
TOTAL		128,503	66,508	30,900	30,900	30,900
CAPITAL, DEBT SVC & CHRGS						
6910	Claims Liability Charges	17,800	20,600	15,300	15,300	11,600
6920	Workers' Comp Charges	7,300	17,000	11,600	11,600	16,700
6930	Asset Replacement Charges	-	-	29,600	29,600	29,600
TOTAL		25,100	37,600	56,500	56,500	57,900
ACTIVITY TOTALS		776,373	707,964	579,100	553,364	556,000

CITY OF SOLANA BEACH
STAFFING/COMMENTARY/DETAIL

DEPARTMENT	DEPT. NO.	BUDGET UNIT
COMMUNITY DEVELOPMENT	5550	001-5500-5550

Pay Range	Position Title	2010/2011		2011/2012		2012/2013	
		Adopted FTE Hours	Adopted Budget	Adopted FTE Hours	Adopted Budget	Adopted FTE Hours	Adopted Budget
1-101	DCM/Community Dev. Dir.	-	-	0.50	75,000	0.50	75,000
1-101	Community Dev. Director	1.00	150,000	-	-	-	-
1-103	Assistant to CM	-	-	-	-	-	-
1-104	Principal Planner	1.00	90,700	1.00	90,700	1.00	80,100
3136	Associate Planner	1.00	69,900	1.00	69,900	1.00	69,900
3123	Assistant Planner	1.00	61,500	1.00	50,600	1.00	55,800
3108	Administrative Assistant III	1.00	51,500	1.00	48,700	1.00	45,800
6087	Planning Tech (Part-time)	1.00	35,900	1.00	34,200	1.00	34,200
	Overtime		1,800		1,800		1,800
	Total Salaries		461,300		370,900		362,600
	Total Benefits		120,800		120,800		104,600
	Total	6.00	582,100	5.50	491,700	5.50	467,200

SERVICE INDICATORS	2009/10 Actual	2010/11 Actual	2011/12 Projected	2012/13 Projected
Structure development permit applications	8	14	6	10
Discretionary review project applications	27	14	15	20
Business Certificates				
- New	328	483	369	400
- Renewals	1,622	1,641	1,898	1,800



NOTES:
6530: American Planning Association, Association of Environmental Professionals and various other professional dues
6418: Planning related books and reference materials, printing of blueprints, forms, and public notices, annual charge for Assessor's Office data from Data Quick, business certificates & renewal forms
6420: Film and graphics supplies
6522: Legally required public hearing advertisements
6529: Mileage reimbursement for staff
6530: Consultants for DRP and other professional and consulting services

CITY OF SOLANA BEACH
FISCAL YEAR 2012-2013 BUDGET

DEPARTMENT		DEPT. NO.			BUDGET UNIT	
BUILDING SERVICES		5560			001-5500-5560	
OBJECT CODE	EXPENSE CLASSIFICATION	2009-2010 ACTUAL	2010-2011 ACTUAL	2011-2012 ADOPTED	2011-2012 PROJECTED	2012-2013 ADOPTED
	SALARIES & FRINGE BENEFITS					
	TOTAL	-	-	-	-	-
	MATERIALS, SUPPLIES & SERV					
6330	Membership & Dues	-	-	200	-	-
6418	Books, Subscriptions & Printing	151	1,782	600	-	4,000
6420	Special Department Supplies	1,313	1,578	1,500	-	-
6530	Professional Services	262,948	289,400	329,000	340,152	281,600
6570	Other Expense	-	-	2,500	-	-
	TOTAL	264,412	292,761	333,800	340,152	285,600
	CAPITAL, DEBT SVC & CHRGS					
	TOTAL	-	-	-	-	-
	ACTIVITY TOTALS	264,412	292,761	333,800	340,152	285,600

CITY OF SOLANA BEACH
STAFFING/COMMENTARY/DETAIL

DEPARTMENT	DEPT. NO.	BUDGET UNIT
BUILDING SERVICES	5560	001-5500-5560

Pay Range	Position Title	2010/2011		2011/2012		2012/2013	
		Adopted FTE Hours	Adopted Budget	Adopted FTE Hours	Adopted Budget	Adopted FTE Hours	Adopted Budget
N/A							

SERVICE INDICATORS	2009/10 Actual	2010/11 Actual	2011/12 Projected	2012/13 Projected
New housing units	3	6	7	8
Total value of construction (in millions)	\$7.30	\$13.22	\$4.09	\$6.00
Officially submitted plans reviewed	281	372	211	250

NOTES:	<p>6330: Memberships: International Codes Council (ICC) and American Institute of Architects (AIA)</p> <p>6418: Printing of building permit forms and handouts</p> <p>6530: Contract services with Esgil Corporation for processing building permits (offset by permit fees collected)</p>	
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CITY OF SOLANA BEACH
FISCAL YEAR 2012-2013 BUDGET

DEPARTMENT		DEPT. NO.			BUDGET UNIT	
COASTAL BUSINESS/VISITORS		5570			250-5500-5570	
OBJECT CODE	EXPENSE CLASSIFICATION	2009-2010 ACTUAL	2010-2011 ACTUAL	2011-2012 ADOPTED	2011-2012 PROJECTED	2012-2013 ADOPTED
SALARIES & FRINGE BENEFITS						
TOTAL		-	-	-	-	-
MATERIALS, SUPPLIES & SERV						
6530	Professional Services	1,128	5,102	-	-	-
6532	Contribution to Agencies	23,250	25,750	22,000	22,000	22,000
6538	Special Events	17,487	9,031	12,500	12,500	12,500
TOTAL		41,865	39,883	34,500	34,500	34,500
CAPITAL, DEBT SVC & CHRGS						
TOTAL		-	-	-	-	-
ACTIVITY TOTALS		41,865	39,883	34,500	34,500	34,500

CITY OF SOLANA BEACH
STAFFING/COMMENTARY/DETAIL

DEPARTMENT	DEPT. NO.	BUDGET UNIT
COASTAL BUSINESS/VISITORS	5570	250-5500-5570

Pay Range	Position Title	2010/2011		2011/2012		2012/2013	
		Adopted FTE Hours	Adopted Budget	Adopted FTE Hours	Adopted Budget	Adopted FTE Hours	Adopted Budget
N/A							
	Total						

NOTES:		<u>FY 12/13</u>
6532: Contribution to Agencies;		
Solana Beach Chamber of Commerce Visitors Center		15,000
Solana Beach Chamber of Commerce Fiesta Del Sol		7,000
		<u>22,000</u>
6538: Special Events:		
Spring Festival & Egg Hunt		2,500
Beach Blanket Movie Night		2,500
Paws in the Park		1,500
Concerts at the Cove (50% Arts, 50% TOT)		6,000
		<u>12,500</u>





PUBLIC SAFETY

CITY OF SOLANA BEACH FUNCTION ACTIVITY OVERVIEW					
FUNCTION	FUND DISTRIBUTION				2012-2013
	PUBLIC SAFETY	General Fund			
	Fire Mitigation Fees				15,000
	COPS				100,000
					<u>8,535,300</u>
EXPENSE CLASSIFICATION	2009-2010 ACTUAL	2010-2011 ACTUAL	2011-2012 ADOPTED	2011-2012 PROJECTED	2012-2013 ADOPTED
TOTAL REGULAR POSITIONS	32.40	31.48	32.86	32.86	33.54
SALARIES & FRINGE BENEFITS	3,870,151	3,599,947	3,686,600	3,441,926	3,561,700
MATERIAL, SUPPLIES & SERVICES	3,842,858	3,745,500	3,968,400	3,926,282	4,022,200
CAPITAL, DEBT SVC & CHARGES	390,451	535,579	497,700	789,495	951,400
TOTAL BUDGET	8,103,460	7,881,026	8,152,700	8,157,703	8,535,300

Department Overview:

Public Safety is divided into the following departments:

Law Enforcement	Emergency Preparedness
Fire	Marine Safety
Animal Control	Junior Lifeguards
Code & Parking Enforcement	Shoreline Protection

Structure & Services

The City contracts with the County of San Diego for law enforcement and animal control services. Law Enforcement is provided by the County of San Diego Sheriff's department and its budget and service indicators are located at C-46 and C-47 Animal Control is provided by the County of San Diego's Department of Animal Services and its budget and service indicators are located at C-52 and C-53.

Shoreline Protection, while classified in the Public Safety function, is overseen by the Community Development Department whose department overview and structure are located beginning C-35. Shoreline Protection's budget and service indicators are located at C-70 and C-71.

Mission statements, structure and services, goals, and budget and service indicators for the remaining departments in Public Safety can be found beginning at the following pages:

<u>Department</u>	
Fire	C-49
Code & Parking Enforcement	C-55
Emergency Preparedness	C-59
Marine Safety	C-63
Junior Lifeguards	C-67

CITY OF SOLANA BEACH
FISCAL YEAR 2012-2013 BUDGET

DEPARTMENT		DEPT. NO.			BUDGET UNIT	
LAW ENFORCEMENT		6110			001-6000-6110	
OBJECT CODE	EXPENSE CLASSIFICATION	2009-2010 ACTUAL	2010-2011 ACTUAL	2011-2012 ADOPTED	2011-2012 PROJECTED	2012-2013 ADOPTED
	SALARIES & FRINGE BENEFITS					
	TOTAL	-	-	-	-	-
	MATERIALS, SUPPLIES & SERV					
6523	Communications	-	1,221	1,200	1,200	1,200
6530	Professional Services	2,999,138	2,900,577	3,024,300	2,994,827	3,076,000
6531	Equipment Maintenance	-	10,914	-	-	-
	TOTAL	2,999,138	2,912,712	3,025,500	2,996,027	3,077,200
	CAPITAL, DEBT SVC & CHRGS					
	TOTAL	-	-	-	-	-
	ACTIVITY TOTALS	2,999,138	2,912,712	3,025,500	2,996,027	3,077,200

**CITY OF SOLANA BEACH
STAFFING/COMMENTARY/DETAIL**

DEPARTMENT	DEPT. NO.	BUDGET UNIT
LAW ENFORCEMENT	6110	001-6000-6110

Pay Range	Position Title	2010/2011		2011/2012		2012/2013	
		Adopted FTE Hours	Adopted Budget	Adopted FTE Hours	Adopted Budget	Adopted FTE Hours	Adopted Budget
N/A							

COMMENTARY:

This budget unit provides between 97% of the City's total cost for law enforcement. The Special Revenue, "COPS" Fund, located at page C-74, provides the remaining as follows:

	FY 12/13	
Law Enforcement	\$ 3,077,200	97%
COPS	100,000	3%
	<u>\$ 3,177,200</u>	



SERVICE INDICATORS	2009/10 Actual	2010/11 Actual	2011/12 Projected	2012/13 Projected
Response Calls:				
Priority 1	12	11		
Priority 2	1,064	1,019		
Priority 3	1,764	1,712		
Priority 4	1,232	1,206		
Hazard traffic citations issued for every 1 injury/ /fatal traffic accidents	n/a	n/a		
FBI index crimes	270	267		

NOTES:

		FY 12/13
<i>Total cost of services breakdown:</i>		
Deputy Patrol	7.09	1,014,827
Deputy Traffic	2.31	330,641
Deputy Motor	1	153,068
Deputy SPO	2.2	314,898
CSO	0.5	33,490
Sergeant	1.02	189,142
Detective	1	149,757
Detective Sgt.	0.11	20,590
Station Staff	0.11	185,141
<i>General Fund Funded Subtotal</i>		<u>2,391,554</u>
<i>Less: Amount funded by COPS Special Revenue Grant</i>		<u>(100,000)</u>
<i>General Fund Funded Subtotal</i>		<u>2,291,554</u>
Ancillary Support		377,079
Supply		39,071
Vehicles		167,983
Space		65,839
Management Support		117,560
Equipment Fund		
Liability		25,962
<i>Less: Beat Factor</i>		<u>(21,914)</u>
Adjustment: CCCA: Contract City Cooperative Agreement		-
<i>Total Sheriff's Contract funded by General Fund</i>		<u>3,063,134</u>
Phone Booth at La Colonia		1,200
ARJIS		8,066
Cal_ID/Criminal Clearing House		4,800
<i>Total General Fund Funded</i>		<u><u>3,077,200</u></u>



Fire Department

Mission Statement:

We serve the community and one another with compassion, professionalism, integrity, respect and accountability.

Structure & Services

Management of the Fire Department is being provided through a Management Services Agreement that consists of a Fire Chief, three Deputy Chiefs and four Battalion Chiefs and a Fire Marshal. Under Direction of the Fire Chief, the three Deputy Chiefs are responsible for overseeing day-to-day operations of the Fire Department while three of the Battalion Chiefs are responsible for emergency response and emergency management services as well as mid-level management/supervisory responsibilities over the Fire Captains. The fourth Battalion Chief is responsible for the training and professional development of all Fire Department personnel. The Fire Marshal is responsible for overseeing, assigning and tracking fire prevention inspection program, hydrant maintenance program and fire code enforcement and interpretation. The Fire Department operates with a three shift work schedule to provide 24 hour a day, 7 days a week service. Each shift consists of two Fire Captains, two Fire Engineers and two Firefighter Paramedics working a 24 hour shift. Each shift is responsible for emergency response, training, fire prevention and station and equipment maintenance.

Ongoing responsibilities include:

- Provide an all hazard response to emergencies
- Conduct fire prevention inspections
- Conduct training for emergency responders
- Review building plans and fire code inspections
- Maintain the fire station and equipment
- Develop a budget and monitor revenues and expenditures
- Provide support for Emergency Preparedness
- Conduct public education presentations
- Fire Hydrant maintenance

The Fire Department's budget and service indicators are located at C-50 and C-51 and the budget for Fire Mitigation funds, which helps support the capital acquisitions for the department, is located at C-72 and C-73.

Goals:

- Respond to 90% of all emergencies in less than 8 minutes from dispatch to arrival on scene
- Review building plans in less than 10 days
- Conduct annual fire prevention inspections on 100% of City businesses
- Provide annual maintenance to all fire hydrants
- Conduct annual testing and inventory of fire hose
- Create and maintain pre-fire plans for high hazard occupancies
- Create and maintain pre-fire plans for wildland-urban interface areas
- Conduct a minimum of 4,000 hours training
- Continue inspections in the Wildland Urban Interface
- Deliver preparedness and mitigation information to residents in high-risk areas
- Continue to increase membership in CERT
- Identify and actively pursue grant funding opportunities while continuing to seek out and identify cost recovery opportunities for the department

CITY OF SOLANA BEACH
FISCAL YEAR 2012-2013 BUDGET

DEPARTMENT		DEPT. NO.			BUDGET UNIT	
FIRE		6120			001-6000-6120	
OBJECT CODE	EXPENSE CLASSIFICATION	2009-2010 ACTUAL	2010-2011 ACTUAL	2011-2012 ADOPTED	2011-2012 PROJECTED	2012-2013 ADOPTED
SALARIES & FRINGE BENEFITS						
6101	Regular Salaries	1,531,641	1,566,353	1,584,800	1,567,852	1,589,100
6102	Part Time & Temporary Salaries	63,202	21,479	-	35,204	63,900
6103	Overtime	345,228	347,589	380,000	410,293	380,000
6104	Special Pay	54,750	62,074	63,200	63,476	63,800
6205	Retirement	734,436	560,856	619,200	400,115	418,000
6210	Medicare	27,949	26,271	29,400	27,212	30,400
6211	Social Security	2,618	1,488	-	979	-
622X	Flex Credit Benefit	173,653	164,877	164,900	165,049	193,500
6245	Life Insurance	4,513	4,656	5,300	4,963	5,300
6290	Phone Allowance	583	600	600	608	600
TOTAL		2,938,573	2,756,243	2,847,400	2,675,750	2,744,600
MATERIALS, SUPPLIES & SERV						
6315	Travel, Conferences & Meetings	670	682	-	-	-
6320	Training	1,215	1,209	7,500	4,400	5,100
6330	Membership and Dues	250	-	150	125	200
6340	Clothing and Personal Expenses	2,571	3,508	7,100	7,000	7,600
6416	Office Supplies	602	590	500	490	700
6417	Postage	29	14	-	-	-
6418	Books, Subscriptions & Printing	587	313	800	1,450	900
6419	Minor Equipment	705	759	1,000	450	2,000
6420	Departmental Special Supplies	11,415	6,311	5,000	6,500	6,500
6421	Small Tools	-	-	-	-	600
6427	Vehicle Operating Supplies	20,158	27,833	24,000	26,500	30,000
6428	Vehicle Maintenance	42,349	33,541	48,400	71,000	50,900
6522	Advertising	78	81	-	-	-
6523	Communications	10,546	11,418	11,200	10,900	12,400
6524	Utilities - Electric	16,238	12,504	14,000	13,340	14,700
6525	Rents and Leases	1,201	82	-	-	-
6526	Maint. of Buildings & Grounds	4,655	3,459	1,000	1,200	1,000
6527	Utilities - Other	2,585	2,737	3,500	3,820	3,800
6529	Mileage	141	-	-	-	-
6530	Professional Services	216,724	313,179	366,350	360,110	362,000
6531	Maint. & Operation of Equipment	11,682	7,469	7,900	7,500	9,000
6532	Contribution to Other Agencies	16,328	16,538	7,700	7,720	9,100
6570	Other Expense	133	776	-	-	-
TOTAL		360,862	443,002	506,100	522,505	516,500
CAPITAL, DEBT SVC & CHRGS						
6640	Equipment	11,317	-	-	-	-
6720	Debt Service - 800 MHZ Radios	23,034	24,479	23,300	-	-
6910	Claims Liability Charges	47,300	60,500	70,000	70,000	67,600
6920	Workers' Comp Charges	88,000	203,900	160,100	160,100	276,100
6930	Asset Replacement Charges	126,300	131,100	151,700	151,700	151,700
6940	PERS Side Fund Charges	-	-	-	286,985	296,300
TOTAL		295,951	419,979	405,100	668,785	791,700
ACTIVITY TOTALS		3,595,386	3,619,224	3,758,600	3,867,040	4,052,800

CITY OF SOLANA BEACH
STAFFING/COMMENTARY/DETAIL

DEPARTMENT	DEPT. NO.	BUDGET UNIT
FIRE	6120	001-6000-6120

Pay Range	Position Title	2010/2011		2011/2012		2012/2013	
		Adopted FTE Hours	Adopted Budget	Adopted FTE Hours	Adopted Budget	Adopted FTE Hours	Adopted Budget
1-102	Deputy Fire Chief /Marshal	1.00	121,000	1.00	123,400	1.00	123,400
5109	Fire Captain II	3.00	270,500	3.00	275,900	3.00	276,000
5099	Fire Captain I (fully qualified)	2.00	168,400	2.00	180,400	2.00	180,400
5094	Fire Captain I (other qualified)	1.00	85,000	1.00	85,900	1.00	86,000
5091-A	Fire Engineer	5.00	374,100	2.00	155,400	2.00	155,500
5100	Fire Engineer+Paramedic	1.00	79,700	3.00	245,200	3.00	255,300
5091	Firefighter + Paramedic	4.00	281,300	6.00	438,700	6.00	448,000
5080	Firefighter	2.00	136,700	1.00	69,700	1.00	69,800
6089	Temporary Fire Prevent. Tech	-	-	-	-	0.75	53,300
3108	Administrative Asst III	0.25	15,100	0.22	10,200	0.20	5,300
	Overtime		243,500		380,000		380,000
	EMT Re-Certification Pay		2,000		4,000		4,000
	Holiday Pay		52,300		59,200		59,800
	Total Salaries		1,829,600		2,028,000		2,096,800
	Total Benefits		884,300		819,400		647,800
	Total	19.25	2,713,900	19.22	2,847,400	19.95	2,744,600

SERVICE INDICATORS	2009/10 Actual	2010/11 Actual	2011/12 Projected	2012/13 Projected
Emergency responses	1450	1525	1543	1570
Training hours	5000	4832	5077	5090
Fire plan checks	100	91	174	166
Response type %:				
Fire	3.0%	2.4%	4.0%	3.0%
Medical	62.0%	59.1%	61.0%	60.0%
Other emergencies	35.0%	38.5%	35.0%	37.0%



NOTES:

6420: Shop supplies, dry goods and drinking water and misc. fire station supplies (janitorial etc.)

6427: Gasoline for all engines and vehicles

6523: Phones, cell and long distance, dispatch data and fax line, wireless cards

6530: City of Encinitas (Fire Management)

Rancho Santa Fe Fire Protection District (Fire Management)

NCDPJPA Dispatch Services

Physicals

Other (Telestaff, Proj. Heartbeat, Lynx)

FY 12/13

175,600

116,000

67,600

720

2,080

362,000

6531: Maintenance, repair of equipment other than vehicles, including annual ladder stress tests, emergency phones and NCDPJPA Video Conferencing

6532: Palomar College Training

Palomar College Testing

Trauma Intervention Program

4,000

3,000

2,100

9,100

CITY OF SOLANA BEACH
FISCAL YEAR 2012-2013 BUDGET

DEPARTMENT		DEPT. NO.			BUDGET UNIT	
ANIMAL CONTROL		6130			001-6000-6130	
OBJECT CODE	EXPENSE CLASSIFICATION	2009-2010 ACTUAL	2010-2011 ACTUAL	2011-2012 ADOPTED	2011-2012 PROJECTED	2012-2013 ADOPTED
SALARIES & FRINGE BENEFITS						
6101	Regular Salaries	-	-	7,500	7,514	7,500
6103	Overtime	-	-	-	58	-
6205	Retirement	-	-	1,500	1,194	1,000
6210	Medicare	-	-	100	102	100
622X	Flex Credit Benefit	-	-	400	413	500
6245	Life Insurance	-	-	-	25	-
6280	Auto Allowance	-	-	200	149	200
6290	Phone Allowance	-	-	-	29	-
TOTAL		-	-	9,700	9,483	9,300
MATERIALS, SUPPLIES & SERV						
6530	Professional Services	79,900	83,705	84,700	84,700	84,700
TOTAL		79,900	83,705	84,700	84,700	84,700
CAPITAL, DEBT SVC & CHRGS						
6910	Claims Liability Charges	-	-	300	300	200
6920	Workers' Comp Charges	-	-	200	200	300
TOTAL		-	-	500	500	500
ACTIVITY TOTALS		79,900	83,705	94,900	94,683	94,500

**CITY OF SOLANA BEACH
STAFFING/COMMENTARY/DETAIL**

DEPARTMENT	DEPT. NO.	BUDGET UNIT
ANIMAL CONTROL	6130	001-6000-6130

Pay Range	Position Title	2010/2011		2011/2012		2012/2013	
		Adopted FTE Hours	Adopted Budget	Adopted FTE Hours	Adopted Budget	Proposed FTE Hours	Proposed Budget
1-101	DCM/Community Dev. Dir.	-	-	0.05	7,500	0.05	7,500
	Overtime		-		-		-
	Total Salaries		-		7,500		7,500
	Total Benefits		-		2,200		1,800
	Total	-	-	0.05	9,700	0.05	9,300

SERVICE INDICATORS	2009/10 Actual	2010/11 Actual	2011/12 Projected	2012/13 Projected
Impounded animals	64	45		
Claimed animals	23	10		
Adopted animals	20	34		
Euthanized animals	7	4		
Licenses sold	629	574		

NOTES:	
6530: Appropriation for animal control services though the County of San Diego	FY 12/13
Removal of dead animals	81,180
SNAPS	2,020
	1,500
	<u>84,700</u>
Some of the costs for this budget unit are offset by revenue received by the County of San Diego for animal licenses.	
	



Codes and Parking Enforcement

Mission Statement:

The Code Compliance Department works with the residents and business owners to maintain the appearance and safety of the community and protect the quality of life through the diligent application of our City ordinances and land use regulations. Our officers are dedicated to work in partnership with all and to be responsive and solution-oriented.

Structure & Services

Under the direction of the Deputy City Manager, the Code Compliance and Parking Enforcement Department consists of one full time senior code compliance officer and one part time Code Compliance Specialist. This department plans, organizes and monitors all activities related to the municipal code, parking laws, stormwater and regulation enforcement activities within the City.

Ongoing responsibilities include:

- Conduct inspections to monitor construction for compliance to applicable codes
- Monitor parking in the City
- Issue Short Term Vacation Rental permits
- Issue regulatory permits and conduct inspections
- Respond and investigate complaints
- Assist with monitoring of school traffic and speed surveys

The Codes and Parking Enforcement Fire Department's budget and service indicators are located at C-56 and C-57.

Goals:

- Respond to written complaints within 48 hours
- Produce educational materials
- Streamline processes

CITY OF SOLANA BEACH
FISCAL YEAR 2012-2013 BUDGET

DEPARTMENT		DEPT. NO.			BUDGET UNIT	
CODE & PARKING ENFORCEMENT		6140			001-6000-6140	
OBJECT CODE	EXPENSE CLASSIFICATION	2009-2010 ACTUAL	2010-2011 ACTUAL	2011-2012 ADOPTED	2011-2012 PROJECTED	2012-2013 ADOPTED
SALARIES & FRINGE BENEFITS						
6101	Regular Salaries	114,711	111,459	82,900	111,140	81,500
6102	Part Time & Temporary Salaries	25,960	7,334	34,700	7,083	36,500
6103	Overtime	385	387	2,100	2,545	2,100
6205	Retirement	60,352	23,349	23,400	18,744	16,500
6210	Medicare	2,030	1,669	1,700	1,716	1,700
622X	Flex Credit Benefit	16,753	13,675	15,300	15,408	17,600
6245	Life Insurance	380	330	400	377	400
6280	Auto Allowance	595	612	600	620	600
6290	Phone Allowance	117	120	100	122	100
TOTAL		221,283	158,935	161,200	157,755	157,000
MATERIALS, SUPPLIES & SERV						
6315	Travel, Conferences & Meetings	42	-	-	-	-
6330	Membership and Dues	75	150	200	196	200
6340	Clothing and Personal Expenses	444	148	400	400	400
6416	Office Supplies	731	599	800	360	800
6417	Postage	15	-	100	15	100
6418	Books, Subscriptions & Printing	1,062	2,314	1,300	2,200	1,300
6419	Minor Equipment	-	392	-	426	200
6420	Departmental Special Supplies	48	18	-	103	100
6427	Vehicle Operating Supplies	2,342	3,161	3,600	3,600	3,600
6428	Vehicle Maintenance	743	1,360	1,500	1,500	1,200
6522	Advertising	-	50	-	-	-
6523	Communications	824	812	1,000	900	1,000
6525	Rents and Leases	2,905	205	-	-	-
6526	Maint of Buildings & Grounds	487	-	-	-	-
6530	Professional Services	16,965	12,558	18,000	18,000	18,000
6531	Maint. & Operation of Equipment	96	234	800	-	800
6570	Other Charges	83,699	26,534	27,400	27,400	27,400
TOTAL		110,478	48,535	55,100	55,100	55,100
CAPITAL, DEBT SVC & CHRGS						
6910	Claims Liability Charges	4,200	4,400	4,700	4,700	3,900
6920	Workers' Comp Charges	4,600	8,700	5,400	5,400	8,300
6930	Asset Replacement Charges	4,600	4,800	-	-	6,800
TOTAL		13,400	17,900	10,100	10,100	19,000
ACTIVITY TOTALS		345,161	225,370	226,400	222,955	231,100

**CITY OF SOLANA BEACH
STAFFING/COMMENTARY/DETAIL**

DEPARTMENT	DEPT. NO.	BUDGET UNIT
CODE & PARKING ENFORCEMENT	6140	001-6000-6140

Pay Range	Position Title	2010/2011		2011/2012		2012/2013	
		Adopted FTE Hours	Adopted Budget	Adopted FTE Hours	Adopted Budget	Adopted FTE Hours	Adopted Budget
1-101	DCM/Community Dev. Dir.	0.20	29,900	0.20	29,900	0.20	29,900
3126	Sr. Code Compliance Officer	0.80	51,600	0.80	51,600	0.80	51,600
3108	Administrative Asst III	0.25	15,100	0.03	1,400	-	-
6084	Temp. Code Compl. Asst.	0.75	32,800	0.75	34,700	0.75	36,500
	Overtime		2,100		2,100		2,100
	Total Salaries		131,500		119,700		120,100
	Total Benefits		46,100		41,500		36,900
	Total	2.00	177,600	1.78	161,200	1.75	157,000

SERVICE INDICATORS	2009/10 Actual	2010/11 Actual	2011/12 Actual	2012/13 Projected
Cases opened	510	1184	1073	1100
Cases closed	506	1167	1050	1075
Inspections:				
Building	144	87	53	70
Zoning	27	17	15	20
Signs	128	393	275	300
Stormwater	23	10	15	20
Vacation rental	158	147	145	150
Miscellaneous	201	530	730	750
Permits issued	71	57	62	65



NOTES:
6330: Southern California Association of Code Enforcement Officers
6340: Uniforms for Parking and Code Enforcement personnel
6416: Specialized office supplies and lamination of certificates
6418: Electrical, Mechanical and California Vehicle Code Book, Uniform Fire Code Book replacement
6523: Cellular phone charges, long distance, radios
6530: Processing costs for parking citations - Data Ticket, DOJ fingerprinting
6531: Maintenance and repair of computer, radar and all service equipment, telephone system and office equipment
6570: Parking Citation fees required by State - fee amount is calculated as a percentage of parking fees



Emergency Preparedness

Structure & Services

This department includes maintenance and operation of the City's Emergency Operations Center (EOC), the City's membership in the Regional Hazardous Incident Response Team, and the Unified Disaster Council of San Diego County. The Community Emergency Response Team is under the direction of the City's Emergency Preparedness Department. This department operates under the direction of the Deputy Fire Chief with the support of the fire department personnel.

Ongoing responsibilities include:

- Assist the City and the public prepare for a large scale incident
- Participate as a contract member in the Hazardous Incident Response Team
- Participate as a member of the Unified Disaster Council
- Conduct CERT training
- Assist other organizations in the community with emergency preparedness planning
- Maintain the EOC in a ready state

The Emergency Preparedness Department's budget and service indicators are located at C-60 and C-61.

Goals:

- Train 30 new CERT members
- Participate in regional training exercises
- Assist City employees receive ICS/NIMS training
- Explore opportunities to improve the infrastructure of the EOC
- Participate in all regional exercises
- Develop or update evacuation and continuity of operations plans
- Explore opportunities to install an emergency generator at City Hall

CITY OF SOLANA BEACH
FISCAL YEAR 2012-2013 BUDGET

DEPARTMENT		DEPT. NO.			BUDGET UNIT	
EMERGENCY PREPAREDNESS		6150			001-6000-6150	
OBJECT CODE	EXPENSE CLASSIFICATION	2009-2010 ACTUAL	2010-2011 ACTUAL	2011-2012 ADOPTED	2011-2012 PROJECTED	2012-2013 ADOPTED
	SALARIES & FRINGE BENEFITS					
	TOTAL	-	-	-	-	-
	MATERIALS, SUPPLIES & SERV					
6523	Communications	188	192	300	300	300
6531	Maint. & Operation of Equipment	457	467	500	250	500
6532	Contribution to Other Agencies	16,501	17,296	18,300	17,300	18,300
6570	Other Charges	415	-	6,500	2,000	6,500
	TOTAL	17,561	17,954	25,600	19,850	25,600
	CAPITAL, DEBT SVC & CHRGS					
	TOTAL	-	-	-	-	-
	ACTIVITY TOTALS	17,561	17,954	25,600	19,850	25,600

CITY OF SOLANA BEACH
STAFFING/COMMENTARY/DETAIL

DEPARTMENT	DEPT. NO.	BUDGET UNIT
EMERGENCY PREPAREDNESS	6150	001-6000-6150

Pay Range	Position Title	2010/2011		2011/2012		2012/2013	
		Adopted FTE Hours	Adopted Budget	Adopted FTE Hours	Adopted Budget	Adopted FTE Hours	Adopted Budget
N/A							

NOTES:

6531: Emergency generator maintenance agreement, diesel fuel costs and computer maintenance

6532: Contribution to Hazardous Materials Response

6570: Community Emergency Response Team, earthquake management, gas shut-off tools, Red Cross kits





Marine Safety Department

Mission Statement:

The mission of the Solana Beach Marine Safety Department is to mitigate the threat to life and property from medical and other emergencies on the beaches, in the ocean, surrounding waterways, and coastal bluffs through education, prevention, emergency response and recovery programs.

Structure & Services

The City of Solana Beach Marine Safety Department is in charge of the city's 1.7 miles of coastline. The Marine Safety Department operates with three full-time employees, complimented with 35 seasonal employees. The department primarily handles waterborne emergencies in the City of Solana Beach 24 hours a day, answering calls for help from beachgoers, swimmers, surfers, and boaters. It also conducts animal rescues, dive rescues and recovery, cliff rescues, and EMS rescues.

Ongoing responsibilities include:

- Provide response to waterborne & coastal emergencies
- Conduct training for lifeguard staff
- Maintain the Marine Safety Headquarters and rescue equipment
- Develop a budget and monitor revenues and expenditures
- Conduct public education presentations
- Oversee the cities Junior Lifeguard Program

The Marine Safety Department's budget and service indicators are located at C-64 and C-65.

Goals:

- Conduct a minimum of 500 hours training.
- Continued participation in SDR ALERT (San Diego Regional Aquatic Lifesaving Emergency Response Taskforce) developing and maintaining relationships with neighboring organizations involved in aquatic rescue...developing procedures and protocols for incidents.
- Replace DMS portable tower with a station built on the access at Del Mar Shores.
- Replace an eight year old rescue vehicle.
- Oversee the City's Junior Lifeguard Program with an estimated 5% growth
- Replace a seven year old all terrain vehicle

CITY OF SOLANA BEACH
FISCAL YEAR 2012-2013 BUDGET

DEPARTMENT		DEPT. NO.			BUDGET UNIT	
MARINE SAFETY		6170			001-6000-6170	
OBJECT CODE	EXPENSE CLASSIFICATION	2009-2010 ACTUAL	2010-2011 ACTUAL	2011-2012 ADOPTED	2011-2012 PROJECTED	2012-2013 ADOPTED
SALARIES & FRINGE BENEFITS						
6101	Regular Salaries	227,789	229,147	230,400	215,284	220,200
6102	Part Time & Temporary Salaries	208,386	194,367	178,900	175,751	189,500
6103	Overtime	1,876	820	1,000	1,030	1,000
6104	Special Pay	11,539	12,721	12,900	12,915	12,900
6205	Retirement	102,454	77,510	79,900	60,826	59,200
6210	Medicare	6,670	6,067	6,100	5,545	6,100
6211	Social Security	13,555	11,799	11,100	9,720	11,100
622X	Flex Credit Benefit	27,774	27,081	27,600	27,098	32,300
6245	Life Insurance	671	683	800	683	800
6285	Uniform Allowance	1,500	1,500	1,500	1,500	1,500
6290	Phone Allowance	583	600	600	600	600
TOTAL		602,797	562,296	550,800	510,953	535,200
MATERIALS, SUPPLIES & SERV						
6315	Travel, Conferences & Meetings	-	-	-	200	200
6320	Training	1,113	189	1,300	800	500
6330	Membership and Dues	-	300	-	-	-
6340	Clothing and Personal Expenses	864	2,792	2,200	2,200	2,200
6416	Office Supplies	413	465	500	600	500
6418	Books, Subscriptions & Printing	1,282	852	600	1,000	1,000
6419	Minor Equipment	1,254	2,152	1,400	1,400	1,400
6420	Departmental Special Supplies	3,149	1,839	2,200	2,200	2,200
6427	Vehicle Operating Supplies	4,711	6,259	4,800	6,000	6,000
6428	Vehicle Maintenance	3,721	5,414	2,100	1,800	2,100
6523	Communications	2,713	2,018	2,600	2,000	2,000
6525	Rents and Leases	2,281	837	1,800	1,600	1,600
6526	Maint. of Buildings & Grounds	629	751	700	1,400	1,000
6530	Professional Services	724	150	700	300	500
6531	Maint. & Operation of Equipment	2,236	866	1,600	1,000	1,300
TOTAL		25,090	24,882	22,500	22,500	22,500
CAPITAL, DEBT SVC & CHRGS						
6910	Claims Liability Charges	9,900	13,900	15,100	15,100	13,600
6920	Workers' Comp Charges	13,700	33,700	22,600	22,600	54,600
6930	Asset Replacement Charges	57,500	50,100	44,300	44,300	43,000
6940	PERS Side Fund Charges	-	-	-	28,110	29,000
TOTAL		81,100	97,700	82,000	110,110	140,200
ACTIVITY TOTALS		708,987	684,878	655,300	643,563	697,900

CITY OF SOLANA BEACH
STAFFING/COMMENTARY/DETAIL

DEPARTMENT	DEPT. NO.	BUDGET UNIT
MARINE SAFETY	6170	001-6000-6170

Pay Range	Position Title	2010/2011		2011/2012		2012/2013	
		Adopted FTE Hours	Adopted Budget	Adopted FTE Hours	Adopted Budget	Adopted FTE Hours	Adopted Budget
1-103	Marine Safety Captain	1.00	85,800	1.00	87,600	1.00	87,600
4138	Marine Safety Lieutenant	1.00	71,400	1.00	72,900	1.00	72,900
4118	Marine Safety Sergeant	1.00	58,400	1.00	59,700	1.00	59,700
Hourly	Sr. Lifeguard + EMT (P/T 3,435Hrs)	1.65	73,200	1.65	73,200	1.65	73,200
Hourly	Lifeguard (P/T 6,686 HRS)	3.49	114,800	3.21	105,700	3.21	105,700
3108	Administrative Asst III	0.25	15,100	0.22	10,200	0.20	10,600
	Overtime		1,000		1,000		1,000
	Holiday Pay		10,800		12,900		12,900
	Total Salaries		430,500		423,200		423,600
	Total Benefits		143,400		127,600		111,600
	Total	8.39	573,900	8.08	550,800	8.06	535,200

SERVICE INDICATORS	2009/10 Actual	2010/11 Actual	2011/12 Projected	2012/13 Projected
Rescues	194	175	180	185
Medical aids	295	300	325	300
Municipal Code enforcements	5139	6500	6200	6000
Public education	625	700	725	750



NOTES:

- 6320: CPR and First Aid Recertification Training for Returning Staff
- 6340: Uniforms for seasonal and permanent staff (hats, trunks, swim suits, long sleeve shirts, board shorts, wetsuits and rash guards)
- 6416: Record keeping books, envelopes, poster board and organizers
Ink cartridges for printer

- 6418: Annual tide books
2009 Log Book and Tower Log Books

- 6419: Minor rescue equipment:
Rescue equipment, rescue tubes and boards, megaphones
SCUBA and cliff rescue equipment

- 6420: Medical supplies,
Tower supplies (locks, chairs, binoculars, phones)
Rescue vehicle & ATV supplies

- 6523: Telephone service costs and repairs/installations
- 6530: Fire extinguisher service, annual security charge, annual copier maintenance and support contract, and miscellaneous fees

- 6531: Maintenance of Personal Watercraft, ATV, SCUBA and rescue boat/skiff
Misc. maintenance for beach & tower equipment



Junior Lifeguard Program

Mission Statement:

The mission of the Solana Beach **Junior Lifeguard Program** is to provide a safe and fun environment where participants learn about the beaches, the ocean, and coastal bluffs through education and activities centered on the local environment. We aim to build healthy bodies through exercise and games, to foster a sense of community, and to build self-esteem among the participants.

Structure & Services

The City of Solana Beach Junior Lifeguard Program operates as a branch of the Marine Safety Department and is located approximately 100 yards north of the Seascape Public Access. The Junior Lifeguard Program is in session for 10 weeks during the summer, and has over 600 participants ages 7-16, representing about 500 local families. The program employs 35 seasonal staff members.

The Junior Lifeguard Program's budget and service indicators are located at C-68 and C-69.

Goals:

- To reach and maintain an enrollment of 700 participants.
- To maintain an affordable high quality youth program, which is self-sustaining.
- To play a significant role in educating the local youth to coastal safety hazards like bluffs and rip currents and the marine environment.
- To become a significant source of lifeguard candidates for the Marine Safety Department.

CITY OF SOLANA BEACH
FISCAL YEAR 2012-2013 BUDGET

DEPARTMENT		DEPT. NO.			BUDGET UNIT	
JUNIOR LIFEGUARDS		6180			001-6000-6180	
OBJECT CODE	EXPENSE CLASSIFICATION	2009-2010 ACTUAL	2010-2011 ACTUAL	2011-2012 ADOPTED	2011-2012 PROJECTED	2012-2013 ADOPTED
SALARIES & FRINGE BENEFITS						
6102	Part Time & Temporary Salaries	91,043	108,083	103,700	78,122	103,700
6103	Overtime	-	23	-	-	-
6205	Retirement	10,269	7,555	7,200	5,307	5,300
6210	Medicare	1,459	1,540	1,500	1,095	1,500
6211	Social Security	4,727	5,273	5,100	3,461	5,100
TOTAL		107,498	122,473	117,500	87,986	115,600
MATERIALS, SUPPLIES & SERV						
6310	Insurance and Surety Bonds	10,979	10,064	11,000	11,000	11,000
6315	Travel, Conferences, & Meetings	16,017	19,529	25,300	25,300	25,300
6320	Training	330	-	500	500	500
6340	Clothing and Personal Expenses	31,000	25,557	28,500	28,500	28,500
6416	Office Supplies	769	544	700	700	700
6417	Postage	218	14	200	200	200
6418	Books, Subscriptions & Printing	-	102	-	-	-
6419	Minor Equipment	11,723	1,412	7,000	7,000	7,000
6420	Departmental Special Supplies	4,232	1,634	3,700	3,700	3,700
6427	Vehicle Operating Supplies	200	80	200	200	200
6428	Vehicle Maintenance	528	242	500	500	500
6525	Rents and Leases	1,624	1,675	2,000	2,000	2,000
6530	Professional Services	2,595	2,469	2,300	2,300	2,300
6531	Maint. & Operation of Equipment	-	109	200	200	200
TOTAL		80,215	63,432	82,100	82,100	82,100
CAPITAL, DEBT SVC & CHRGS						
TOTAL		-	-	-	-	-
ACTIVITY TOTALS		187,713	185,905	199,600	170,086	197,700

**CITY OF SOLANA BEACH
STAFFING/COMMENTARY/DETAIL**

DEPARTMENT	DEPT. NO.	BUDGET UNIT
JUNIOR LIFEGUARDS	6180	001-6000-6180

Pay Range	Position Title	2010/2011		2011/2012		2012/2013	
		Adopted FTE Hours	Adopted Budget	Adopted FTE Hours	Adopted Budget	Adopted FTE Hours	Adopted Budget
Hourly	Program Director	0.21	9,700	0.48	21,500	0.48	21,500
Hourly	Assistant Prog Dir	0.19	6,600	0.19	6,800	0.19	6,800
Hourly	Senior Instructors	0.24	8,700	1.14	39,200	1.14	39,200
Hourly	Regular Instructors	0.24	6,300	-	-	-	-
Hourly	Program Assistants	0.96	16,500	1.92	36,200	1.92	36,200
	Total Salaries		47,800		103,700		103,700
	Total Benefits		7,000		13,800		11,900
	Total Salaries	1.84	54,800	3.73	117,500	3.73	115,600

SERVICE INDICATOR	2009/10 Actual	2010/11 Actual	2011/12 Projected	2012/13 Projected
Program participants	636	653	726	700



NOTES:

- 6310: Insurance for the program and program participants
- 6315: Awards ceremonies
 - Junior Lifeguard competitions
 - Field Trip to Wild Rivers
 - Staff Appreciation
 - Miscellaneous
 - Bus Transportation
- 6340: Cost of uniforms for program staff (hats, trunks, swim suits, t-shirts)
 - Jr. Guard Uniforms
- 6416: Record keeping books, poster board, stamps, organizers and office supplies
- 6419: Body boards
 - Soft surfboards and paddleboards
 - Miscellaneous equipment
- 6420: Jr. Guard patches
 - First Aid Supplies
 - Misc. supplies
 - Marketing and Promotional Materials
- 6525: Rental of summer office trailer
- 6530: DVD Production, Sewing JG Patches, Signs and Banners

CITY OF SOLANA BEACH
FISCAL YEAR 2012-2013 BUDGET

DEPARTMENT		DEPT. NO.			BUDGET UNIT	
SHORELINE MANAGEMENT		6190			001-6000-6190	
OBJECT CODE	EXPENSE CLASSIFICATION	2009-2010 ACTUAL	2010-2011 ACTUAL	2011-2012 ADOPTED	2011-2012 PROJECTED	2012-2013 ADOPTED
	SALARIES & FRINGE BENEFITS					
	TOTAL	-	-	-	-	-
	MATERIALS, SUPPLIES & SERV					
6330	Membership and Dues	1,000	1,100	1,100	1,100	1,100
6530	Professional Services	40,403	41,939	47,200	38,900	38,900
6532	Contribution to Other Agencies	-	-	3,500	3,500	3,500
	TOTAL	41,403	43,039	51,800	43,500	43,500
	CAPITAL, DEBT SVC & CHRGS					
	TOTAL	-	-	-	-	-
	ACTIVITY TOTALS	41,403	43,039	51,800	43,500	43,500

**CITY OF SOLANA BEACH
STAFFING/COMMENTARY/DETAIL**

DEPARTMENT	DEPT. NO.	BUDGET UNIT
SHORELINE MANAGEMENT	6190	001-6000-6190

Pay Range	Position Title	2010/2011		2011/2012		2012/2013	
		Adopted FTE Hours	Adopted Budget	Adopted FTE Hours	Adopted Budget	Adopted FTE Hours	Adopted Budget
N/A							
	Total						

SERVICE INDICATORS	2009/10 Actual	2010/11 Actual	2011/12 Projected	2012/13 Projected
Bluff failures:				
Major	3	6	4	6
Minor	2	15	13	15
Beach closures	0	0	0	0

NOTES:	FY 12/13
6330: California Coastal Coalition	1,000
IMPAC Government Membership	100
	<u>1,100</u>
6530: Marlowe & Company (Beach Sand)	28,500
Coastal Frontiers (Annual Shoreline Beach Monitor Survey)	10,400
	<u>38,900</u>
6532: SANDAG	3,500



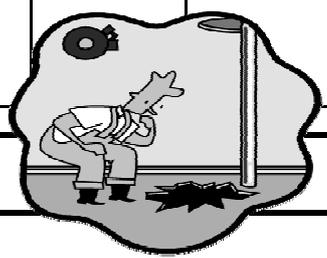
CITY OF SOLANA BEACH
FISCAL YEAR 2012-2013 BUDGET

DEPARTMENT		DEPT. NO.			BUDGET UNIT	
FIRE MITIGATION FEES		6120			214-6000-6120	
OBJECT CODE	EXPENSE CLASSIFICATION	2009-2010 ACTUAL	2010-2011 ACTUAL	2011-2012 ADOPTED	2011-2012 PROJECTED	2012-2013 ADOPTED
SALARIES & FRINGE BENEFITS						
TOTAL		-	-	-	-	-
MATERIALS, SUPPLIES & SERV						
6340	Clothing	1,301	7,457	15,000	-	15,000
6419	Minor Equipment	14,452	800	-	-	-
6530	Professional Services	403	-	-	-	-
TOTAL		16,156	8,257	15,000	-	15,000
CAPITAL, DEBT SVC & CHRGS						
6640	Equipment	4,996	-	-	-	-
TOTAL		4,996	-	-	-	-
ACTIVITY TOTALS		21,152	8,257	15,000	-	15,000

CITY OF SOLANA BEACH
STAFFING/COMMENTARY/DETAIL

DEPARTMENT	DEPT. NO.	BUDGET UNIT
FIRE MITIGATION FEES	6120	214-6000-6120

Pay Range	Position Title	2010/2011		2011/2012		2012/2013	
		Adopted FTE Hours	Adopted Budget	Adopted FTE Hours	Adopted Budget	Adopted FTE Hours	Adopted Budget
N/A							
	Total						



NOTES:

This Special Revenue fund is used to account for Fire Mitigation fees that can only be used to build, purchase, finance, or improve the facilities and equipment (per section 3.20 of the SBMC).

CITY OF SOLANA BEACH
FISCAL YEAR 2012-2013 BUDGET

DEPARTMENT		DEPT. NO.			BUDGET UNIT	
COPS		6110			219-6000-6110	
OBJECT CODE	EXPENSE CLASSIFICATION	2009-2010 ACTUAL	2010-2011 ACTUAL	2011-2012 ADOPTED	2011-2012 PROJECTED	2012-2013 ADOPTED
SALARIES & FRINGE BENEFITS						
TOTAL		-	-	-	-	-
MATERIALS, SUPPLIES & SERV						
6523	Communications	1,141	-	-	-	-
6530	Professional Services	100,000	99,982	100,000	100,000	100,000
6531	Maint. & Operation of Equipment	10,914	-	-	-	-
TOTAL		112,055	99,982	100,000	100,000	100,000
CAPITAL, DEBT SVC & CHRGS						
TOTAL		-	-	-	-	-
ACTIVITY TOTALS		112,055	99,982	100,000	100,000	100,000

CITY OF SOLANA BEACH
STAFFING/COMMENTARY/DETAIL

DEPARTMENT COPS	DEPT. NO. 6110	BUDGET UNIT 219-6000-6110
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Pay Range	Position Title	2010/2011		2011/2012		2012/2013	
		Adopted FTE Hours	Adopted Budget	Adopted FTE Hours	Adopted Budget	Adopted FTE Hours	Adopted Budget
N/A							
	Total						



NOTES:

This Special Revenue fund is used to account for funding received for Community Oriented Policing Services (COPS) used to fund Law Enforcement.

6530: Professional Services/Law Enforcement



**PUBLIC
WORKS**

CITY OF SOLANA BEACH
FUNCTION ACTIVITY OVERVIEW

FUNCTION	FUND DISTRIBUTION				2012-2013
	General Fund				1,509,800
PUBLIC WORKS	Sanitation				4,664,600
					6,174,400
EXPENSE CLASSIFICATION	2009-2010 ACTUAL	2010-2011 ACTUAL	2011-2012 ADOPTED	2011-2012 PROJECTED	2012-2013 ADOPTED
TOTAL REGULAR POSITIONS	11.12	11.13	10.59	10.59	10.76
SALARIES & FRINGE BENEFITS	1,188,069	1,070,028	1,023,300	998,937	1,021,900
MATERIAL, SUPPLIES & SERVICES	2,808,333	3,164,161	3,120,400	3,605,057	3,075,100
CAPITAL, DEBT SVC & CHARGES	1,815,271	1,974,851	2,120,666	2,165,185	2,077,400
TOTAL BUDGET	5,811,673	6,209,041	6,264,366	6,769,179	6,174,400

Mission Statement:

Enhancing safety, environment and quality of life by constructing and maintaining public infrastructure through strategic planning and community involvement and to provide state of the art engineering and maintenance services that modernize and enhance City infrastructure.

Department Overview:

The Public Works Department is divided into two primary areas of responsibility: Engineering and Public Works Maintenance.

The Engineering Division includes engineering, environmental services, and portions of traffic safety and sanitation divisions.

The Public Works Maintenance Division includes street maintenance, street sweeping, maintenance of parks and public facilities, portions of traffic safety and sanitation divisions, and responsibility for the Municipal Improvement, Coastal Rail Trail, and Street Lighting special districts.

Structure & Services

Engineering is responsible for all aspects of public and private improvements including streets, public facilities and parks, flood control and street lighting. It also provides engineering support to Council and staff. This department's budget and service indicators are located at C-82 and C-83.

Coordination for all storm water related tasks associated with the Regional Water Quality Control Board permit and maintenance of flood control and drainage is the responsibility of **Environmental Services** and its budget and service indicators are located at C-84 and C-85.

PUBLIC WORKS (continued)

Street Maintenance is responsible for routine street and right-of-way maintenance which includes managing small street patching contracts. Its budget and service indicators are located at C-86 and C-87.

The **Traffic Safety** budget unit is responsible for maintaining the City's traffic control devices, including red light cameras, signals, signs and markings. Signal maintenance is provided by a private company and traffic engineering is provided by a consultant. The traffic safety budget and service indicators are located at C-88 and C-89.

The **Street Sweeping** budget unit ensures that all City streets and municipal parking lots are routinely cleaned and its budget and service indicators are located at C-90 and C-91.

The maintenance of the City's parks and public facilities are serviced by the **Park Maintenance** and **Public Facilities Maintenance** budgets units of the Public Works Maintenance Division. The maintenance of Fletcher Cove, La Colonia and pocket parks, beach accesses, and the Coastal Rail Trail are the responsibility of Park Maintenance and the maintenance of City Hall, the Public Works Yard, and the community centers at La Colonia Park and Fletcher Cove and the Marine Safety Center and Fire Station are the responsibility of Public Facilities Maintenance. Their respective budgets are located at C-92 through C-95.

The **Sanitation** department provides administration, capital improvements, maintenance and inspection of the City's sanitation system. Maintenance of sewer lines is provided under contract with a private sanitary sewer company. The San Elijo Treatment Plan, as well as City owned pump stations, are administered and maintained by the San Elijo Joint Powers Agreement (SEJPA). A copy of the SEJPA's complete budget can be obtained from the SEJPA at 2695 Manchester Ave., Cardiff by the Sea, CA 92007. This department's operating budget is located at C-96 and C-97 and sanitation capital improvement projects can be found in Section D of the budget.

The Public Works Maintenance Division is also responsible for maintenance of the City's special districts. Information about the districts' structure and services, budgets, and service indicators are located beginning at page C-107. Additionally, the Public Works Division is responsible for fleet maintenance that includes Smog checks and routine maintenance and repair of Marine Safety, Public Works and Engineering vehicles.

Goals:

1. Continue to Provide Engineering Support to Council and Staff

- A. Set specifications for design, testing, management and inspection of Capital Improvement Projects. Obtain bids, recommend contractors/consultants after Public Bid/RFP process. Manage projects to achieve on time completion within budget. Major projects include LSF/Highland intersection improvements, the West side Highway 101 Streetscape project, various major storm drain repair and replacements, and intersection improvements at Granados Avenue at El Viento..
- B. Begin or continue engineering design work on major capital projects. Steps include preliminary design, coastal commission review and environmental review. Projects include Highway 101 Streetscape, Solana Beach Pump Station and Del Mar Shores stairs.

PUBLIC WORKS (continued)

- C. Prepare Engineering comments on Private Project Plans and perform Grading Plan review and permitting.
- D. Issue permits in compliance with SBMC and Best Practice Standards including permits for: Encroachment, Sanitation, Engineering and Transportation (Haul Permits).

2. Expand and Maintain Environmental Services Program

- A. Storm Drain and Stevens Creek Cleaning in compliance with regional permit.
- B. Provide environmental comments on private project plans, Grading BMPs in compliance with standards and with Green Building Incentive Program Construction Standards.
- C. Perform Commercial and Industrial inspections for all sites in city.
- D. Reduce City's environmental footprint; reduce waste, encourage car pooling, conserve resources, promote sustainable building practices, solar and energy efficient public lighting, HVAC, and continue education and promote proper disposal to increase participation in the Household Hazardous Waste Program.
- E. Conduct public workshops; launch Solar Assessment District Program if sufficient interest indicated.
- F. Prevent debris and silt from entering storm drains by routinely sweeping residential streets and parking lots.
- G. Continue use of organic pesticides and herbicides on Coastal Rail Trail.
- H. Administer Construction & Demolition Waste Management Plan for public and private construction projects.

3. Continue Street Maintenance Program and Traffic Safety/Traffic Calming Initiatives.

- A. Respond to citizen reports of potholes, drainage problems, and signage issues.
- B. Inspect and maintain street striping markings.
- C. Review and update Annual Pavement Maintenance Plan and administer street repair and overlay projects.
- D. Respond to citizen concerns about traffic issues, seek consultation with the Public Safety citizen's Committee, Technical Traffic Advisor Committee and/or contract traffic engineers to assess options, hold public meetings and develop recommendations and actions. Areas of concentration include South Sierra, North Cedros and Cliff Street.
- E. Develop Parking Management Plan for Highway 101, Plaza, Cedros and western end of Lomas Santa Fe.

4. Maintain Parks, Coastal Rail Trail and Facilities in a Safe and Useable Manner

- A. Maintain landscaping, buildings, play equipment, fields, and beach access points.
- B. Provide routine security patrols during evenings at La Colonia Park. Includes unlocking and locking restrooms each day at La Colonia Park and Fletcher Cove Park.
- C. Remove graffiti from public property within 3 days.

5. Maintain and Improve Street Lighting

- A. Conduct quarterly inspection of lighting systems and respond to citizen concern about street and Coastal Rail Trail lighting and expedite schedule repairs.
- B. Continue construction projects identified in streetlight masterplan update.

PUBLIC WORKS (continued)

- 6. Maintain and Continue the Assessment of Sanitation Systems to prevent sewer backup**
 - A. Work with contractor to clean 100% and video 33% of sewer lines annually and track service in Beach software.
 - B. Analyze reports and video, identify problem areas, determine plan to address permanent repairs.
 - C. Continue repairs to priority projects identified in west and east side sewer system assessment reports.
 - D. Perform extra cleaning, root foaming and “hot spot” cleaning to manage problem areas until permanent repairs are made.
 - E. Maintain siphon.
 - F. Continue design of Solana Beach Pump Station.



CITY OF SOLANA BEACH
FISCAL YEAR 2012-2013 BUDGET

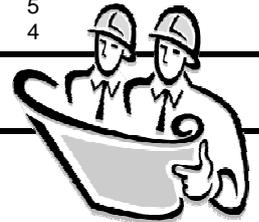
DEPARTMENT		DEPT. NO.			BUDGET UNIT	
ENGINEERING		6510			001-6500-6510	
OBJECT CODE	EXPENSE CLASSIFICATION	2009-2010 ACTUAL	2010-2011 ACTUAL	2011-2012 ADOPTED	2011-2012 PROJECTED	2012-2013 ADOPTED
SALARIES & FRINGE BENEFITS						
6101	Regular Salaries	230,213	240,576	185,500	210,356	198,100
6102	Part Time & Temporary Salaries	8,990	5,793	-	-	-
6103	Overtime	432	1,250	1,000	1,493	1,000
6205	Retirement	60,967	46,074	36,800	32,884	27,700
6210	Medicare	3,392	3,291	2,700	2,745	2,900
6211	Social Security	311	430	-	-	-
622X	Flex Credit Benefit	27,157	24,080	21,100	22,724	25,800
6245	Life Insurance	707	699	600	676	700
6280	Auto Allowance	1,054	1,102	900	1,120	1,100
6290	Phone Allowance	474	636	400	483	400
TOTAL		333,697	323,931	249,000	272,481	257,700
MATERIALS, SUPPLIES & SERV						
6315	Travel, Conferences, & Meetings	803	1,316	2,000	1,900	2,000
6320	Training	689	475	1,000	500	1,000
6330	Membership and Dues	290	225	1,100	300	800
6417	Postage	-	132	100	100	100
6418	Books, Subscriptions & Printing	528	338	500	300	300
6419	Minor Equipment	141	484	-	-	-
6420	Departmental Special Supplies	1,146	1,527	1,000	1000	1,000
6427	Vehicle Operating Supplies	2,221	2,372	2,000	2400	2,400
6428	Vehicle Maintenance	687	-	1,000	1200	1,000
6522	Advertising	-	188	200	300	100
6523	Communications	142	148	300	200	200
6529	Mileage	-	-	100	100	-
6530	Professional Services	5,684	97,131	21,000	22,000	21,400
6531	Maint. & Operation of Equipment	-	-	100	100	100
TOTAL		12,331	104,337	30,400	30,400	30,400
CAPITAL, DEBT SVC & CHRGS						
6630	Improvements	2,913	-	-	-	-
6910	Claims Liability Charges	14,200	14,100	14,000	14,000	6,400
6920	Workers' Comp Charges	4,000	8,700	5,600	5,600	9,200
TOTAL		21,113	22,800	19,600	19,600	15,600
ACTIVITY TOTALS		367,141	451,068	299,000	322,481	303,700

**CITY OF SOLANA BEACH
STAFFING/COMMENTARY/DETAIL**

DEPARTMENT	DEPT. NO.	BUDGET UNIT
ENGINEERING	6510	001-6500-6510

Pay Range	Position Title	2010/2011		2011/2012		2012/2013	
		Adopted FTE Hours	Adopted Budget	Adopted FTE Hours	Adopted Budget	Adopted FTE Hours	Adopted Budget
1-101	Director of PW / City Engineer	0.36	51,900	0.30	43,200	0.35	50,400
1-103	Principal Civil Engineer	0.45	46,300	0.30	30,900	0.35	36,000
1-104	Management Analyst	0.25	18,400	-	-	-	-
3153	Associate Civil Engineer	0.50	41,400	0.50	35,600	0.50	35,600
3124	Assistant Civil Engineer	0.075	4,300	0.15	9,600	0.15	9,900
3131	Public Works Inspector	0.075	5,000	-	-	-	-
3125	Senior Engineering Technician	0.65	40,800	0.65	40,800	0.65	40,800
3108	Administrative Asst III	0.48	25,400	0.48	25,400	0.48	25,400
	Overtime		1,000		1,000		1,000
	Total Salaries		234,500		186,500		199,100
	Total Benefits		78,300		62,500		58,600
	Total	2.84	312,800	2.31	249,000	2.48	257,700

SERVICE INDICATORS	2009/10 Actual	2010/11 Actual	2011/12 Projected	2012/13 Projected
Encroachment permits issued	64	26	78	75
Marine safety permits issued	5	1	2	2
Grading permits issued	15	10	6	6
Transportation permits issued	5	2	3	3
Capital Project Management:				
Less than \$200,000	5	7	3	2
Greater than \$200,000	2	2	3	3
Street overlays/slurries (square feet)	300,000	65,000	20,000	250,000
Improvement & lot adjustment permits	8	0	5	5
Sanitation permits issued	2	3	4	4



NOTES:
6330: Percentage of memberships in American Public Works Association, American Society of Civil Engineers, and Institute of Transportation Engineers for City Engineer
6427: Regular supplies for maintenance of engineering vehicles
6530: Service alerts, staff support, surveys & inspections, on call testing, geological services, misc services

CITY OF SOLANA BEACH
FISCAL YEAR 2012-2013 BUDGET

DEPARTMENT		DEPT. NO.			BUDGET UNIT	
ENVIRONMENTAL SERVICES		6520			001-6500-6520	
OBJECT CODE	EXPENSE CLASSIFICATION	2009-2010 ACTUAL	2010-2011 ACTUAL	2011-2012 ADOPTED	2011-2012 PROJECTED	2012-2013 ADOPTED
SALARIES & FRINGE BENEFITS						
6101	Regular Salaries	90,491	66,379	72,500	72,033	73,100
6102	Part Time & Temporary Salaries	1,567	1,598	1,700	1,459	1,800
6103	Overtime	650	652	700	730	700
6104	Special Pay	768	798	800	789	800
6205	Retirement	22,709	13,294	14,700	10,467	10,500
6210	Medicare	1,409	995	1,100	1,042	1,100
6211	Social Security	7	6	-	-	-
622X	Flex Credit Benefit	13,004	7,936	10,300	9,176	12,100
6245	Life Insurance	268	195	300	236	300
6290	Phone Allowance	116	270	200	213	200
TOTAL		130,989	92,125	102,300	96,144	100,600
MATERIALS, SUPPLIES & SERV						
6315	Travel, Conferences, & Meetings	1,078	12	1,000	1,000	500
6320	Training	-	189	500	-	-
6330	Membership and Dues	125	600	700	200	700
6340	Clothing and Personal Expenses	511	504	700	600	700
6416	Office Supplies	-	60	300	200	500
6417	Postage	-	-	100	-	100
6418	Books, Subscriptions & Printing	194	134	700	100	700
6419	Minor Equipment	81	335	300	1,200	-
6420	Departmental Special Supplies	8,612	4,007	11,600	7,800	8,800
6427	Vehicle Operating Supplies	1,121	2,261	1,500	3,000	6,700
6428	Vehicle Maintenance	1,140	911	1,500	1,500	1,500
6522	Advertising	36	-	200	100	200
6523	Communications	85	89	300	100	100
6525	Rents and Leases	542	464	600	200	300
6527	Utilities - Other	-	2,070	2,500	3,500	3,500
6529	Mileage	120	170	200	100	300
6530	Professional Services	105,715	108,989	121,900	125,000	120,000
6531	Maint. & Operation of Equipment	67	-	-	-	-
TOTAL		119,427	120,795	144,600	144,600	144,600
CAPITAL, DEBT SVC & CHRGS						
6630	Improvements	-	5,000	-	-	-
6640	Equipment	-	3,166	-	-	-
6910	Claims Liability Charges	2,500	2,500	2,600	2,600	2,500
6920	Workers' Comp Charges	1,800	2,800	1,900	1,900	3,500
TOTAL		4,300	13,466	4,500	4,500	6,000
ACTIVITY TOTALS		254,716	226,386	251,400	245,244	251,200

**CITY OF SOLANA BEACH
STAFFING/COMMENTARY/DETAIL**

DEPARTMENT	DEPT. NO.	BUDGET UNIT
ENVIRONMENTAL SERVICES	6520	001-6500-6520

Pay Range	Position Title	2010/2011		2011/2012		2012/2013	
		Adopted FTE Hours	Adopted Budget	Adopted FTE Hours	Adopted Budget	Adopted FTE Hours	Adopted Budget
1-104	Management Analyst	0.25	18,400	0.15	11,600	0.15	11,600
1-103	Principal Civil Engineer	0.10	10,300	0.10	10,300	0.10	10,300
1-104	Public Works Operations Mgr	0.10	8,400	0.10	8,400	0.10	8,400
3124	Assistant Civil Engineer	0.15	8,600	0.30	19,100	0.30	19,700
3131	Public Works Inspector	0.075	5,000	-	-	-	-
3111	Lead Maintenance Worker	0.10	5,500	0.10	5,500	0.10	5,500
3097	Maint. Worker II (2 positions)	0.10	4,800	0.10	4,800	0.10	4,800
6085	Temp. Maint. Worker I	0.05	1,800	0.05	1,700	0.05	1,800
3126	Code Compliance Officer	0.20	12,800	0.20	12,800	0.20	12,800
	Overtime		700		700		700
	Stand by Pay (Overtime Rate)		800		800		800
	Total Salaries		77,100		75,700		76,400
	Total Benefits		28,000		26,600		24,200
	Total	1.125	105,100	1.10	102,300	1.10	100,600

SERVICE INDICATORS	2009/10	2010/11	2011/12	2012/13
	Actual	Actual	Projected	Projected
Trash pick-up per year	245	245	245	245
Low flow diverter inspections	245	245	245	245
Diverter repairs & maintenance	18	12	12	12
Spill responses from auto accidents	3	3	1	2
Litter removal from public rights of way	88	52	52	52
Dog waste bag replacements				
bag replacements	30,000	30,000	30,000	30,000
# of times dispensers refilled	52	52	52	52
Catch basins cleaned	50	50	50	50
Stevens Creek & outfall inspections	6	12	6	6

NOTES:

- 6330: Percentage of membership in APWA for Pubic Works Supervisor
- 6340: Percentage of replacement uniforms for Public Works Supervisor and Lead Maintenance Worker
- 6418: Printing of education material on storm water runoff, public outreach education
- 6420: Spraying materials, weed control, manhole covers, ceramic tiles for catch basins, recycling supplies, dog waste bags, sampling devices

	<u>FY 12/13</u>
6530: Lab tests (water analysis - weather programs)	4,000
State Water Control Board fees	8,800
Permit fees paid to County of S.D. & RWQCB	27,000
Watershed URMP shared costs	3,000
Storm drain cleaning	13,500
Stevens Creek cleaning	2,700
Household Hazardous Waste programs	13,700
TMDL and JURMP updates	20,000
Commercial Industrial Inspection/weather monitoring	12,000
JPA Sediment Drying Pad	5,100
On Call Support Staff (MOE & Chang)	10,000
City Website Updates	200
	<u>120,000</u>



CITY OF SOLANA BEACH
FISCAL YEAR 2012-2013 BUDGET

DEPARTMENT		DEPT. NO.			BUDGET UNIT	
STREET MAINTENANCE		6530			001-6500-6530	
OBJECT CODE	EXPENSE CLASSIFICATION	2009-2010 ACTUAL	2010-2011 ACTUAL	2011-2012 ADOPTED	2011-2012 PROJECTED	2012-2013 ADOPTED
SALARIES & FRINGE BENEFITS						
6101	Regular Salaries	148,628	144,350	144,800	144,532	145,000
6102	Part Time & Temporary Salaries	16,904	16,490	18,400	16,037	19,300
6103	Overtime	4,604	3,955	6,000	4,539	6,000
6104	Special Pay	6,441	6,599	6,600	6,733	6,700
6205	Retirement	41,699	33,380	32,400	25,302	23,000
6210	Medicare	2,598	2,386	2,500	2,356	2,600
6211	Social Security	80	2	-	-	-
622X	Flex Credit Benefit	21,029	19,948	21,500	20,391	25,200
6245	Life Insurance	445	429	500	469	500
6280	Auto Allowance	612	612	600	620	600
6290	Phone Allowance	243	240	200	243	200
TOTAL		243,283	228,392	233,500	221,222	229,100
MATERIALS, SUPPLIES & SERV						
6315	Travel-Meetings	10	40	-	-	-
6320	Training	-	60	100	100	-
6330	Membership and Dues	100	-	200	200	200
6340	Clothing and Personal Expenses	1,060	1,037	1,200	1,000	1,000
6418	Books, Subscriptions & Printing	87	-	-	-	-
6419	Minor Equipment	81	-	-	-	-
6420	Departmental Special Supplies	4,528	5,890	8,000	8,000	8,000
6427	Vehicle Operating Supplies	4,323	6,319	3,200	7,000	6,000
6428	Vehicle Maintenance	1,586	3,739	1,500	1,500	1,500
6522	Advertising	-	-	100	-	-
6523	Communications	284	237	500	300	400
6524	Utilities - Electric	1,243	1,095	1,500	1,500	1,500
6525	Rents and Leases	331	132	1,500	800	1,500
6529	Mileage	234	56	300	300	300
6530	Professional Services	28,258	12,353	22,600	21,000	20,300
6570	Other Charges	-	602	-	-	-
TOTAL		42,125	31,561	40,700	41,700	40,700
CAPITAL, DEBT SVC & CHRGS						
6910	Claims Liability Charges	26,700	24,000	41,000	41,000	36,900
6920	Workers' Comp Charges	16,100	34,500	19,800	19,800	20,400
6930	Asset Replacement Charges	71,800	66,800	1,000	1,000	17,300
TOTAL		114,600	125,300	61,800	61,800	74,600
ACTIVITY TOTALS		400,008	385,253	336,000	324,722	344,400

**CITY OF SOLANA BEACH
STAFFING/COMMENTARY/DETAIL**

DEPARTMENT	DEPT. NO.	BUDGET UNIT
STREET MAINTENANCE	6530	001-6500-6530

Pay Range	Position Title	2010/2011		2011/2012		2012/2013	
		Adopted FTE Hours	Adopted Budget	Adopted FTE Hours	Adopted Budget	Adopted FTE Hours	Adopted Budget
1-101	Director of PW / City Engineer	0.20	28,800	0.20	28,800	0.20	28,800
1-104	Public Works Operations Mgr	0.20	16,800	0.20	16,800	0.20	16,800
3124	Assistant Civil Engineer	0.05	2,900	0.10	6,400	0.10	6,600
3131	Public Works Inspector	0.075	5,000	-	-	-	-
3111	Lead Maintenance Worker	0.55	30,000	0.55	30,000	0.55	30,000
3108	Administrative Asst III	0.20	10,600	0.20	10,600	0.20	10,600
3097	Maintenance Worker II (2)	1.10	52,200	1.10	52,200	1.10	52,200
6085	Temp Maint Worker I	0.55	20,300	0.55	18,400	0.55	19,400
N/A	Overtime		6,100		6,000		6,000
	Stand by Pay (Overtime Rate)		6,800		6,600		6,600
	Total Salaries		179,500		175,800		177,000
	Total Benefits		58,700		57,700		52,100
	Total	2.925	238,200	2.90	233,500	2.90	229,100

SERVICE INDICATORS	2009/10 Actual	2010/11 Actual	2011/12 Projected	2012/13 Projected
Asphalt repairs	3,000	5,000	5,000	5,000
Street name & regulatory sign replacement	40	50	100	100
Curb painting (lineal feet)	13,200	13,200	13,200	13,000
Street striping (lineal feet)	10,000	100	100	100
Graffiti removal	50	50	52	52
Inspect landscape medians	52	12	12	12
Clean under I-5 bridge	52	12	5	5
Public contact regarding street issues	50	52	2	2

NOTES:

- 6330: Percentage of American Public Works Association membership for Public Works Supervisor
- 6340: Percentage of costs for uniforms and boots spread over 7 accounts
- 6420: Signage, barricades, cold process asphalt repair materials, miscellaneous repair materials
- 6428: Regular maintenance of City trucks
- 6523: Cellular phone and radio usage
- 6525: Rental of miscellaneous equipment and tools for street repair; pager charges

	FY 12/13
6530: Pavement repairs, potholes, street markings	15,800
Power Washing-Graffiti removal	500
Emergencies	2,000
North County Dispatch/After hour call back	600
Tree trimming/arboret	1,400
	<u>20,300</u>



CITY OF SOLANA BEACH
FISCAL YEAR 2012-2013 BUDGET

DEPARTMENT		DEPT. NO.			BUDGET UNIT	
TRAFFIC SAFETY		6540			001-6500-6540	
OBJECT CODE	EXPENSE CLASSIFICATION	2009-2010 ACTUAL	2010-2011 ACTUAL	2011-2012 ADOPTED	2011-2012 PROJECTED	2012-2013 ADOPTED
	SALARIES & FRINGE BENEFITS					
	TOTAL	-	-	-	-	-
	MATERIALS, SUPPLIES & SERV					
6315	Travel-Meetings	205	-	500	500	500
6320	Training	59	100	300	-	300
6418	Books, Subscriptions & Printing	25	110	300	100	300
6420	Departmental Special Supplies	8,858	14,308	20,000	20,000	20,000
6522	Advertising	-	-	100	-	100
6523	Communications	981	721	1,000	750	700
6524	Utilities - Electric	17,339	15,397	20,000	20,000	-
6525	Rents and Leases	1,398	-	1,500	1,000	1,500
6529	Mileage	127	131	300	300	500
6530	Professional Services	123,211	113,287	140,200	142,300	103,400
6531	Maint. & Operation of Equipment	2,092	-	1,000	250	1,000
	TOTAL	154,295	144,054	185,200	185,200	128,300
	CAPITAL, DEBT SVC & CHRGS					
6640	Equipment	-	14,565	-	-	-
	TOTAL	-	14,565	-	-	-
	ACTIVITY TOTALS	154,295	158,619	185,200	185,200	128,300

CITY OF SOLANA BEACH
STAFFING/COMMENTARY/DETAIL

DEPARTMENT	DEPT. NO.	BUDGET UNIT
TRAFFIC SAFETY	6540	001-6500-6540

Pay Range	Position Title	2010/2011		2011/2012		2012/2013	
		Adopted FTE Hours	Adopted Budget	Adopted FTE Hours	Adopted Budget	Adopted FTE Hours	Adopted Budget
N/A							



SERVICE INDICATORS	2009/10 Actual	2010/11 Actual	2011/12 Projected	2012/13 Projected
SERVICE II Preventative maintenance of traffic signals	12	12	12	12
Traffic signal repairs	35	30	40	40
Safety signs installed	24	25	30	30
Sight distance issues	20	10	5	5
Other repairs relating to landscaping, temporary signage	12	10	12	12

NOTES:

6418: Printing specifications and plans

6420: Striping paint, posts, street name signs, regulatory signs, and street marking templates
Portion of cost of pressure washer, traffic control signs and barricades

6524: Miscellaneous utilities and electricity for traffic signals *

	<u>FY 12/13</u>
6530: Red Flex - third party red light camera administration	83,000
RBF traffic engineering consulting	20,000
Signal repairs *	-
Traffic Signal upgrade & painting *	-
After Hour Dispatch	400
	<u><u>103,400</u></u>

6531: Maintenance of striping machine, arrow board, trailer, spray gun, flashing lights, timer, signal cabinet and hardware

* Moved to Gas Tax Fund

CITY OF SOLANA BEACH
FISCAL YEAR 2012-2013 BUDGET

DEPARTMENT		DEPT. NO.			BUDGET UNIT	
STREET SWEEPING		6550			001-6500-6550	
OBJECT CODE	EXPENSE CLASSIFICATION	2009-2010 ACTUAL	2010-2011 ACTUAL	2011-2012 ADOPTED	2011-2012 PROJECTED	2012-2013 ADOPTED
6530	SALARIES & FRINGE BENEFITS					
	TOTAL	-	-	-	-	-
	MATERIALS, SUPPLIES & SERV					
	Professional Services	34,723	41,180	40,900	40,900	40,900
	TOTAL	34,723	41,180	40,900	40,900	40,900
	CAPITAL, DEBT SVC & CHRGS					
	TOTAL	-	-	-	-	-
ACTIVITY TOTALS	34,723	41,180	40,900	40,900	40,900	

CITY OF SOLANA BEACH
STAFFING/COMMENTARY/DETAIL

DEPARTMENT	DEPT. NO.	BUDGET UNIT
STREET SWEEPING	6550	001-6500-6550

Pay Range	Position Title	2010/2011		2011/2012		2012/2013	
		Adopted FTE Hours	Adopted Budget	Adopted FTE Hours	Adopted Budget	Adopted FTE Hours	Adopted Budget
N/A							

SERVICE INDICATORS	2009/10 Actual	2010/11 Actual	2011/12 Projected	2012/13 Projected
Miles of streets swept	40	40	40	40
Special event street sweepings	5	5	5	5
Maintain signage	12	12	12	12
Street sweeping inspections	12	12	12	12



NOTES:

The cost for the City to provide these services is recovered through an agreement with the City's trash pick-up contractor, negotiated as part of the contract.

6522: Miscellaneous advertising of street closures

6530: Includes cleaning of all city streets at least nine times a year with Lomas Santa Fe Drive, Highway 101, Stevens Avenue, Cedros, and City parking lots being swept once per month. Special event/emergency street sweeping is funded at \$800 for the fiscal year.

CITY OF SOLANA BEACH
FISCAL YEAR 2012-2013 BUDGET

DEPARTMENT		DEPT. NO.			BUDGET UNIT	
PARK MAINTENANCE		6560			001-6500-6560	
OBJECT CODE	EXPENSE CLASSIFICATION	2009-2010 ACTUAL	2010-2011 ACTUAL	2011-2012 ADOPTED	2011-2012 PROJECTED	2012-2013 ADOPTED
SALARIES & FRINGE BENEFITS						
6101	Regular Salaries	64,520	59,526	59,800	59,660	60,000
6102	Part Time & Temporary Salaries	9,067	8,995	10,000	8,748	10,500
6103	Overtime	2,183	1,581	2,800	1,940	2,800
6104	Special Pay	2,999	3,005	3,100	3,164	3,100
6205	Retirement	17,579	13,420	13,900	10,551	9,900
6210	Medicare	1,169	1,043	1,100	1,028	1,100
6211	Social Security	44	1	-	-	-
622X	Flex Credit Benefit	9,448	8,795	10,300	9,212	12,100
6245	Life Insurance	190	175	200	194	200
6290	Phone Allowance	120	120	100	122	100
TOTAL		107,319	96,661	101,300	94,618	99,800
MATERIALS, SUPPLIES & SERV						
6340	Clothing and Personal Expenses	518	704	700	700	700
6419	Minor Equipment	719	-	-	300	-
6420	Departmental Special Supplies	13,415	9,163	10,000	9,500	9,600
6427	Vehicle Operating Supplies	2,774	2,542	1,000	4,700	1,200
6428	Vehicle Maintenance	2,293	2,153	1,100	2,000	1,500
6523	Communications	113	148	300	200	300
6524	Utilities - Electric	29,034	24,539	25,600	28,300	27,600
6525	Rents and Leases	799	283	500	500	500
6526	Maint. of Buildings & Grounds	80,482	80,822	98,500	95,000	95,000
6527	Utilities - Other	25,096	25,443	24,000	23,000	23,700
6529	Mileage	233	216	100	200	200
6530	Professional Services	38,626	62,101	21,200	24,000	24,500
6531	Maint. & Operation of Equipment	404	-	-	-	200
TOTAL		194,506	208,114	183,000	188,400	185,000
CAPITAL, DEBT SVC & CHRGS						
6630	Equipment	1,586	-	-	-	-
6910	Claims Liability Charges	1,700	2,500	2,600	2,600	2,500
6920	Workers' Comp Charges	200	2,900	2,000	2,000	3,500
TOTAL		3,486	5,400	4,600	4,600	6,000
ACTIVITY TOTALS		305,311	310,175	288,900	287,618	290,800

**CITY OF SOLANA BEACH
STAFFING/COMMENTARY/DETAIL**

DEPARTMENT	DEPT. NO.	BUDGET UNIT
PARK MAINTENANCE	6560	001-6500-6560

Pay Range	Position Title	2010/2011		2011/2012		2012/2013	
		Adopted FTE Hours	Adopted Budget	Adopted FTE Hours	Adopted Budget	Adopted FTE Hours	Adopted Budget
1-104	Public Works Operations Mgr	0.20	16,700	0.20	16,700	0.20	16,700
3124	Assistant Civil Engineer	0.05	2,900	0.10	6,400	0.10	6,600
3131	Public Works Inspector	0.075	5,000	-	-	-	-
3111	Lead Maintenance Worker	0.15	8,200	0.15	8,200	0.15	8,200
3097	Maintenance Worker II (2)	0.60	28,500	0.60	28,500	0.60	28,500
6085	Temp Maint Worker I	0.30	11,100	0.30	10,000	0.30	10,500
	Overtime		2,800		2,800		2,800
N/A	Stand by Pay (Overtime Rate)		3,100		3,100		3,100
	Total Salaries		78,300		75,700		76,400
	Total Benefits		26,200		25,600		23,400
	Total Salaries	1.375	104,500	1.35	101,300	1.35	99,800

SERVICE INDICATORS	2009/10 Actual	2010/11 Actual	2011/12 Projected	2012/13 Projected
Landscape inspections	52	52	52	52
Maintenance to Stevens House	5	6	10	10
Repairs & maintenance to park buildings	104	100	104	104
Playground inspections	52	52	52	52
Plumbing repairs to showers, drinking, fountains, etc.	18	20	20	20
Lighting repairs	24	24	24	24
Beach access and maintenance	52	52	52	52
Signage repairs and installations	12	20	25	40

NOTES:

- 6419: Replacement parts and hoses for spraying & blowing equipment, etc.
- 6420: Irrigation and landscaping miscellaneous supplies and repair parts
- 6421: Miscellaneous hand tools and pruning equipment, sprinklers, etc.
- 6427: Fuel and supplies for pickup truck
- 6523: Radio and telephone usage
- 6525: Pager lease charges for two maintenance workers, rental of large mowers and power sprayers

FY 12/13

6526: Landscape Maintenance	93,000
Plant replacement/renovation	2,000
	<u>95,000</u>
6530: Tree trimming/on-call arborist	2,400
Back flow testing	8,000
Security	12,000
Alarm Monitoring	600
Graffiti removal	1,500
	<u>24,500</u>

6531: Maintenance of beach tractor and front end loader repair (a portion of this cost is in Street Maintenance)



CITY OF SOLANA BEACH
FISCAL YEAR 2012-2013 BUDGET

DEPARTMENT		DEPT. NO.			BUDGET UNIT	
PUBLIC FACILITIES MAINTENANCE		6570			001-6500-6570	
OBJECT CODE	EXPENSE CLASSIFICATION	2009-2010 ACTUAL	2010-2011 ACTUAL	2011-2012 ADOPTED	2011-2012 PROJECTED	2012-2013 ADOPTED
SALARIES & FRINGE BENEFITS						
TOTAL						
		-	-	-	-	-
MATERIALS, SUPPLIES & SERV						
6419	Minor Equipment	-	-	-	700	-
6420	Departmental Special Supplies	14,461	11,728	14,500	14,500	14,500
6427	Vehicle Operating Supplies	992	145	600	2,000	2,000
6522	Advertising	-	-	100	-	-
6524	Utilities - Electric	38,757	33,804	38,500	38,500	38,500
6525	Rents/Leases	2,131	-	500	200	500
6526	Maint. of Buildings & Grounds	43,887	45,247	69,800	69,500	68,500
6527	Utilities - Other	1,499	2,215	2,500	2,200	3,000
6529	Mileage	137	10	200	100	200
6530	Professional Services	37,902	25,045	22,800	22,500	22,300
6531	Maint. & Operation of Equipment	600	-	1,000	300	1,000
TOTAL						
		140,366	118,194	150,500	150,500	150,500
CAPITAL, DEBT SVC & CHRGS						
TOTAL						
		-	-	-	-	-
ACTIVITY TOTALS						
		140,366	118,194	150,500	150,500	150,500

CITY OF SOLANA BEACH
STAFFING/COMMENTARY/DETAIL

DEPARTMENT	DEPT. NO.	BUDGET UNIT
PUBLIC FACILITIES MAINTENANCE	6570	001-6500-6570

Pay Range	Position Title	2010/2011		2011/2012		2012/2013	
		Adopted FTE Hours	Adopted Budget	Adopted FTE Hours	Adopted Budget	Adopted FTE Hours	Adopted Budget
N/A							

SERVICE INDICATORS	2009/10 Actual	2010/11 Actual	2011/12 Projected	2012/13 Projected
Painting at City Hall (square feet)	0	500	200	200
Plumbing repairs	30	20	20	20
Roof maintenance (times per year)	6	8	10	10
Lighting repairs	24	24	24	24
Restock janitorial supplies	52	52	52	52
Sewer line cleaning at City Hall	12	12	10	10

NOTES:

- 6419: Miscellaneous wrenches etc.
- 6420: Pressure washer (25% of cost), City-wide janitorial supplies, first aid supplies, miscellaneous repair parts & supplies
- 6522: Advertising bids for maintenance contracts
- 6524: City-wide utility costs

	FY 12/13
6526: Plant replacement, irrigation repair, tree trim	2,400
Janitorial services	29,000
Pest control	2,000
HVAC preventative maintenance	2,000
LS Maintenance Contract	19,500
Misc.Unspecified Repairs	13,600
	<u>68,500</u>



- 6530: Miscellaneous repairs to all facilities/buildings and tree maintenance.

CITY OF SOLANA BEACH
FISCAL YEAR 2012-2013 BUDGET

DEPARTMENT		DEPT. NO.			BUDGET UNIT	
SANITATION		7700			509-0000-7700	
OBJECT CODE	EXPENSE CLASSIFICATION	2009-2010 ACTUAL	2010-2011 ACTUAL	2011-2012 ADOPTED	2011-2012 PROJECTED	2012-2013 ADOPTED
SALARIES & FRINGE BENEFITS						
6101	Regular Salaries	266,255	237,097	248,800	245,509	255,600
6102	Part Time & Temporary Salaries	3,135	11,166	3,300	10,261	3,500
6103	Overtime	2,788	3,559	1,300	2,906	1,300
6104	Special Pay	1,383	1,397	1,400	1,402	1,400
6205	Retirement	66,140	45,981	49,300	29,752	35,600
6210	Medicare	3,901	3,500	3,700	2,685	3,800
6211	Social Security	14	527	-	202	-
622X	Flex Credit Benefit	26,023	22,262	26,400	19,577	31,000
6245	Life Insurance	771	684	800	576	900
6280	Auto Allowance	1,634	2,063	1,500	1,049	900
6290	Phone Allowance	737	684	700	552	700
TOTAL		372,781	328,920	337,200	314,471	334,700
MATERIALS, SUPPLIES & SERV						
6310	Insurance and Surety Bonds	-	-	15,000	-	17,000
6315	Travel, Conferences, & Meetings	981	844	1,500	1,000	5,000
6320	Training	-	-	-	-	3,000
6330	Membership and Dues	135	755	1,000	300	1,000
6340	Clothing and Personal Expenses	414	472	500	600	500
6418	Books, Subscriptions & Printing	150	248	500	600	100
6419	Minor Equipment	81	-	-	500	-
6420	Departmental Special Supplies	915	1,587	500	900	500
6421	Small Tools	191	-	500	-	500
6427	Vehicle Operating Supplies	2,176	2,248	2,500	2,400	2,500
6428	Vehicle Maintenance	1,677	3,134	2,000	2,500	2,000
6522	Advertising	-	-	100	100	100
6523	Communications	57	59	200	200	200
6525	Rents and Leases	950	640	300	600	300
6526	Maintenance of Building	-	-	500	-	500
6527	Utilities - Other	7,011	5,594	6,000	6,000	14,000
6529	Mileage	10	-	100	100	200
6530	Professional Services	1,764,866	1,757,508	1,877,900	2,450,557	1,916,600
6531	Maint. & Operation of Equipment	67	-	-	-	-
6540	Damage Claims	-	6,390	65,400	6,400	20,000
6560	Depreciation	240,413	345,103	280,000	260,000	280,000
6570	Other Charges	1,266	182,143	1,400	1,400	1,500
6580	Administrative Charges	89,200	89,200	89,200	89,200	89,200
TOTAL		2,110,560	2,395,925	2,345,100	2,823,357	2,354,700
CAPITAL, DEBT SVC & CHRGS						
6630	Improve. Other than Buildings	119,847	164,729	389,600	394,814	392,400
6710	Principal - Debt Service	705,000	735,000	765,000	310,000	828,300
6720	Interest - Debt Service	723,659	696,026	677,100	625,553	546,000
67XX	Debt Service Cost	47,566	47,565	47,566	582,410	47,600
6910	Claims Liability Charges	71,600	140,500	144,200	144,200	136,700
6920	Workers' Comp Charges	4,100	9,500	6,700	6,700	12,100
6940	PERS Side Fund Charges	-	-	-	11,008	12,100
TOTAL		1,671,772	1,793,320	2,030,166	2,074,685	1,975,200
ACTIVITY TOTALS		4,155,113	4,518,165	4,712,466	5,212,513	4,664,600

CITY OF SOLANA BEACH
STAFFING/COMMENTARY/DETAIL

DEPARTMENT	DEPT. NO.	BUDGET UNIT
SANITATION	7700	509-0000-7700

Pay Range	Position Title	2010/2011		2011/2012		2012/2013	
		Adopted FTE Hours	Adopted Budget	Adopted FTE Hours	Adopted Budget	Adopted FTE Hours	Adopted Budget
Contract	City Manager	0.11	19,800	0.11	19,800	0.11	22,200
1-101	Director of PW / City Engineer	0.28	40,400	0.30	43,100	0.30	43,100
1-101	Finance Director	0.20	28,800	-	-	-	-
1-103	Principal Civil Engineer	0.25	25,800	0.25	25,800	0.25	25,800
1-103	Finance Manager/Treasurer	0.05	4,700	0.25	26,000	0.25	30,000
1-104	Public Works Operations Mgr	0.25	20,900	0.25	20,900	0.25	20,900
3124	Assistant Civil Engineer	0.125	7,200	0.25	16,000	0.25	16,400
3153	Associate Civil Engineer	0.50	41,400	0.50	41,400	0.50	41,400
3131	Public Works Inspector	0.125	8,200	-	-	-	-
3125	Senior Engineering Technician	0.25	15,700	0.25	15,700	0.25	15,700
3108	Administrative Asst III	0.17	9,000	0.17	9,000	0.17	9,000
3111	Lead Maintenance Worker	0.15	8,200	0.15	8,200	0.15	8,200
3097	Maint. Worker II (2 positions)	0.20	9,500	0.20	9,500	0.20	9,500
6085	Temp. Maint. Worker I	0.10	3,700	0.10	3,300	0.10	3,500
2128	Accountant	0.05	3,300	0.10	6,500	0.10	6,500
2122	Fiscal Specialist II	0.05	3,100	0.05	3,100	0.05	3,100
	San Elijo JPA Members		3,800		3,800		3,800
	Part-Time		500		-		-
	Overtime		1,300		1,300		1,300
	Stand by Pay (Overtime Rate)		1,400		1,400		1,400
	Total Salaries		256,700		254,800		261,800
	Total Benefits		83,000		82,400		72,900
	Total	2.86	339,700	2.93	337,200	2.93	334,700

SERVICE INDICATORS	2009/10 Actual	2010/11 Actual	2011/12 Projected	2012/13 Projected
Miles of collection system maintained	56	56	48	48
Sewer system & wet well inspections	24	24	24	24
Private sewer spills attended to	2	2	1	1
Public sewer spills or blockages	3	0	0	0

NOTES:

- 6310: Insurance premiums
- 6522: Advertising for hookup program
- 6524: Water expenses for Solana Hills pump station
- 6525: Includes annual lease of right-of-way for Solana Beach pump station

6530: San Elijo JPA Capital Services:

Wastewater Treatment	1,027,300
Laboratory analysis	176,700
Outfall	26,900
Solana Beach pump stations	277,900
<i>Total San Elijo JPA Services</i>	1,508,800

City Professional Services:

Sewer line maintenance	275,000
Sewer Rate Study	25,000
Bond administration	4,300
Consulting for Lobbying	28,500
Miscellaneous consultants & services	15,000
<i>Total City Services</i>	347,800
Total Professional Services	1,856,600



- 6540: Damage claims
- 6570: County EDP charges
- 6580: City administrative charges based on cost allocation study
- 6630: San Elijo JPA Capital Projects:
 - Ocean discharge metering system and air scrudder study, outfall and misc.



**COMMUNITY
SERVICES/
RECREATION**

CITY OF SOLANA BEACH
FUNCTION ACTIVITY OVERVIEW

FUNCTION COMMUNITY SERVICES/ RECREATION	FUND DISTRIBUTION				
	General Fund				
EXPENSE CLASSIFICATION	2009-2010 ACTUAL	2010-2011 ACTUAL	2011-2012 ADOPTED	2011-2012 PROJECTED	2012-2013 ADOPTED
TOTAL REGULAR POSITIONS	2.90	3.39	3.54	3.54	3.54
SALARIES & FRINGE BENEFITS	174,595	191,810	222,000	210,244	217,300
MATERIAL, SUPPLIES & SERVICES	43,789	63,463	46,800	50,113	51,000
CAPITAL, DEBT SVC & CHARGES	12,400	24,430	10,200	10,200	13,600
TOTAL BUDGET	230,784	279,703	279,000	270,557	281,900

Mission Statement:

We create community through people, parks, and programs. We also enrich our community by creating an atmosphere that nurtures, enhances, and reflects our diverse cultural values and artistic vitality. Parks and the arts make life better!

Department Overview:

Community Services/Recreation is responsible for sponsoring various City-sponsored community events and providing the community with enriching cultural experiences and family orientated recreational activities.

Structure & Services

Community Services is responsible for providing various service-oriented activities which include the City's Annual Street Banner program, production of *Shorelines*, the City newsletter publication, management of the public art program, and coordination of City-sponsored community-wide events. The department's budget and service indicators are located at C-102 and C-103.

Community Services provides program management for the City Hall Gallery Art Exhibits, management of the Master Art Policy, and the Street Banner Program, coordination of the Arts Alive program with local artists, implementation of public art projects including the Temporary Public Art Program, and provides staff support to the City's Public Arts Advisory Commission. The budget for this program is included in the Community Services budget.

Recreation Services is directly responsible for providing programs and services to the community through City sponsored and contracted programs. The City currently contracts with the San Dieguito Union High School District for Adult Recreation Classes and Instruction that are held at La Colonia and Fletcher Cove Community Centers. Recreation Services also includes:

COMMUNITY SERVICES/RECREATION (continued)

rental processing of La Colonia field and Community Center and managing the Fletcher Cove Community Center for City programs, rentals and services; development of joint use agreements with local school districts and other organizations for facility use and program resources; program management for the City's After School Enrichment Program; city-wide special event application processing; and Summer Youth Camps. Recreation Services also includes staff support to the City's Park & Recreation Commission. This department's budget and service indicators are located at C-104 and C-105.

Goals for 2012-1013:

- Evaluate current programs through participant feedback, and conduct periodic studies to enhance Parks and Recreation Department programming to ensure the City is serving the needs of the community.
- To meet community recreational needs with maximum effectiveness and with minimum expense.
- Expand the use of community volunteers and sponsors to maximize program quality and efficiency.
- Continue the artist exhibitions, receptions, and lectures in the City Hall Gallery and seek out interesting, informative, and entertaining cultural events to include in the annual Gallery schedule.
- Expand the Temporary Public Art Program by seeking additional Council approved sites, changing the current sculptures and installing new ones to keep the Program interesting.
- Improve the electronic version of *Shorelines*, the City newsletter.
- Work with the Public Arts Advisory Commission to provide new and on-going artistic and cultural community events.
- Work with the Public Arts Advisory Commission to implement long range Council directed goals such as artistic monument signs at City entry ways.
- Apply for grant funding for the La Colonia Park Renovation Project through the California State Parks Proposition 84 Program and County grant through the Community Projects Grant Program.
- Process all special event permit applications throughout the City.
- Implement a new on-line registration process for fee-based recreational activities.



CITY OF SOLANA BEACH
FISCAL YEAR 2012-2013 BUDGET

DEPARTMENT		DEPT. NO.			BUDGET UNIT	
COMMUNITY SERVICES		7100			001-7000-7100	
OBJECT CODE	EXPENSE CLASSIFICATION	2009-2010 ACTUAL	2010-2011 ACTUAL	2011-2012 ADOPTED	2011-2012 PROJECTED	2012-2013 ADOPTED
SALARIES & FRINGE BENEFITS						
6101	Regular Salaries	-	9,265	15,500	15,497	15,500
6102	Part Time & Temporary Salaries	39,873	39,966	39,700	39,795	39,700
6103	Overtime	255	886	2,000	1,846	2,000
6205	Retirement	10,708	9,773	11,000	8,836	7,700
6210	Medicare	580	706	800	800	800
622X	Flex Credit Benefit	6,817	7,508	8,200	8,143	9,600
6245	Life Insurance	111	146	200	177	200
6290	Phone Allowance	-	75	100	120	100
TOTAL		58,344	68,324	77,500	75,214	75,600
MATERIALS, SUPPLIES & SERV						
6315	Travel, Conferences, & Meetings	-	491	300	-	300
6320	Training	-	40	-	25	200
6420	Departmental Special Supplies	220	335	400	400	200
6529	Mileage	-	226	200	200	200
6530	Professional Services	7,330	13,328	8,300	11,952	12,500
6538	Special Events	7,224	24,655	11,000	11,000	11,000
6570	Other Charges	1,004	1,147	1,500	1,500	1,500
TOTAL		15,778	40,221	21,700	25,077	25,900
CAPITAL, DEBT SVC & CHRGS						
6630	Improvements	6,500	13,330	-	-	-
6910	Claims Liability Charges	1,100	1,700	1,900	1,900	1,800
6920	Workers' Comp Charges	800	1,900	1,500	1,500	2,600
TOTAL		8,400	16,930	3,400	3,400	4,400
ACTIVITY TOTALS		82,522	125,476	102,600	103,691	105,900

CITY OF SOLANA BEACH
STAFFING/COMMENTARY/DETAIL

DEPARTMENT	DEPT. NO.	BUDGET UNIT
COMMUNITY SERVICES	7100	001-7000-7100

Pay Range	Position Title	2010/2011		2011/2012		2012/2013	
		Adopted FTE Hours	Adopted Budget	Adopted FTE Hours	Adopted Budget	Adopted FTE Hours	Adopted Budget
1-104	Management Analyst	0.125	9,200	0.20	15,500	0.20	15,500
3105	Community Serv Coordinator	0.75	39,700	0.75	39,700	0.75	39,700
	Overtime		2,000		2,000		2,000
	Total Salaries		50,900		57,200		57,200
	Total Benefits		18,300		20,300		18,400
	Total	0.875	69,200	0.95	77,500	0.95	75,600

SERVICE INDICATORS	2009/10 Actual	2010/11 Actual	2011/12 Projected	2012/13 Projected
Shorelines Newsletter distributed	4	4	4	4
Street banner change-outs	2	6	5	5
City Hall Gallery Exhibitions	9	9	9	10
Temporary Public Art Program	n/a	2	3	2

NOTES:

6530 eShorelines Publication	FY 12/13
Street Banner Change Out Program	5,000
City banner	2,400
Outside Agencies - reimbursed	4,000
Virtual Assistant	1,100
	<u>12,500</u>
6538 Arts Alive Event	
Contribution by City	4,000
Public Arts Reserve	4,500
Temporary Public Art Program	
Public Arts Reserve	2,500
	<u>11,000</u>
6570 Dial-A-Ride and ad hoc activities	



CITY OF SOLANA BEACH
FISCAL YEAR 2012-2013 BUDGET

DEPARTMENT		DEPT. NO.			BUDGET UNIT	
RECREATION		7110			001-7000-7110	
OBJECT CODE	EXPENSE CLASSIFICATION	2009-2010 ACTUAL	2010-2011 ACTUAL	2011-2012 ADOPTED	2011-2012 PROJECTED	2012-2013 ADOPTED
SALARIES & FRINGE BENEFITS						
6101	Regular Salaries	64,694	74,100	78,700	79,821	78,700
6102	Part Time & Temporary Salaries	23,131	21,818	35,600	27,988	35,600
6103	Overtime	486	314	-	605	-
6205	Retirement	16,204	14,451	15,600	12,577	11,000
6210	Medicare	1,450	1,504	1,700	1,639	1,700
6211	Social Security	1,523	1,353	2,200	1,735	2,200
622X	Flex Credit Benefit	8,580	9,653	10,300	10,293	12,100
6245	Life Insurance	183	218	300	253	300
6290	Phone Allowance	-	75	100	120	100
TOTAL		116,251	123,486	144,500	135,031	141,700
MATERIALS, SUPPLIES & SERV						
6315	Travel, Conferences, & Meetings	195	-	1,100	-	1,100
6320	Training	120	-	300	-	500
6330	Membership and Dues	155	155	200	145	200
6340	Clothing & Personal Expenses	-	-	200	-	400
6418	Books, Subscriptions & Printing	-	-	100	250	250
6420	Departmental Special Supplies	520	977	1,400	1,653	1,400
6522	Advertising	-	360	200	250	300
6523	Communications	142	141	-	-	-
6529	Mileage	186	320	300	289	500
6530	Professional Services	8,337	4,085	6,500	5,078	3,900
6531	Maint. & Operation of Equipment	293	-	-	-	300
6537	Summer Day Camp	6,731	5,958	6,800	6,563	7,000
6538	Special Events	11,332	11,147	7,800	10,683	9,050
6570	Other Charges	-	99	200	125	200
TOTAL		28,011	23,242	25,100	25,036	25,100
CAPITAL, DEBT SVC & CHRGS						
6910	Claims Liability Charges	2,300	3,500	3,900	3,900	3,700
6920	Workers' Comp Charges	1,700	4,000	2,900	2,900	5,500
TOTAL		4,000	7,500	6,800	6,800	9,200
ACTIVITY TOTALS		148,262	154,227	176,400	166,867	176,000

**CITY OF SOLANA BEACH
STAFFING/COMMENTARY/DETAIL**

DEPARTMENT	DEPT. NO.	BUDGET UNIT
RECREATION	7110	001-7000-7110

Pay Range	Position Title	2010/2011		2011/2012		2012/2013	
		Adopted FTE Hours	Adopted Budget	Adopted FTE Hours	Adopted Budget	Adopted FTE Hours	Adopted Budget
1-104	Management Analyst	0.125	9,200	0.20	15,400	0.20	15,400
1-104	Recreation Supervisor	1.00	63,200	1.00	63,200	1.00	63,200
6045	Sr. Facility Attendant (P/T 480hrs)	0.29	6,700	0.29	6,700	0.29	6,700
6033	Facility Attendants (P/T 1,900hrs)	1.10	28,900	1.10	29,000	1.10	29,000
	Overtime						
	Total Salaries		108,000		114,300		114,300
	Total Benefits		28,300		30,200		27,400
	Total	2.515	136,300	2.59	144,500	2.59	141,700

SERVICE INDICATORS	2009/10 Actual	2010/11 Actual	2011/12 Projected	2012/13 Projected
City sponsored community events	24	29	37	37
Summer day camp participants	231	212	271	270
Special events participants	7845	8075	7910	8000

NOTES:

- 6330: Staff membership in California Parks and Recreation Society
- 6418: Newspapers & Misc Publications for the public/printing for events/camps and classes
- 6420: Supplies for various recreation programs; Day Camp & Enrichment Class supplies; etc.
- 6530: Contract instructors for quarterly classes
- 6537: Summer Day Camp Program

6538: Staff Coordinated Events

	<u>FY 12/13</u>
Cinco De Mayo	3,200
Family Camp Out	800
Veterans Day	325
Memorial Day	325
Ad hoc events/dedications, etc.	400
P&R Coordinated Events	
Holiday Tree Lighting	4,000
Special Events Totals	<u>9,050</u>





**SPECIAL
DISTRICTS**

CITY OF SOLANA BEACH
FUNCTION ACTIVITY OVERVIEW

FUNCTION	FUND DISTRIBUTION				
SPECIAL DISTRICTS	*** see below				
EXPENSE CLASSIFICATION	2009-2010 ACTUAL	2010-2011 ACTUAL	2011-2012 ADOPTED	2011-2012 PROJECTED	2012-2013 ADOPTED
TOTAL REGULAR POSITIONS	1.54	0.99	0.950	0.950	0.95
SALARIES & FRINGE BENEFITS	123,819	112,969	111,900	101,806	109,800
MATERIAL, SUPPLIES & SERVICES	634,200	612,871	613,800	599,800	613,300
CAPITAL, DEBT SVC & CHARGES	3,300	6,000	4,900	8,524	10,600
TOTAL BUDGET	761,319	731,840	730,600	710,130	733,700

Department Overview:

The Public Works Maintenance Division is responsible for maintenance of the Municipal Improvement, Coastal Rail Trail, and Street Lighting special districts.

Structure & Services

Municipal Improvement special districts (Districts), or MID's, provide a means for property owners within the Districts to self assess fees to pay for the costs of services, such as water and landscape maintenance and improvements, that are provided to the Districts by the City. MID's within the City include:

<u>Municipal Improvement District</u>	<u>FY2012-13 Budget</u>	<u>Budget/Service Indicator Pages</u>
Highway 101 Landscaping MID 33	\$ 47,400	C-110 and C-111
Santa Fe Hills MID 9C	254,000	C-112 and C-113
Isla Verde MID 9E	6,000	C-114 and C-115
San Elijo Hills #2C MID 9H	<u>83,100</u>	C-116 and C-117
TOTAL	<u>\$ 390,500</u>	

The ***Coastal Rail Trail*** (CRT) Maintenance District was established by a vote of Solana Beach property owners and pays for the Coastal Rail Trail maintenance, administration, and reserves. The CRT budget and service indicators are located at C-118 and C-119.

The ***Street Lighting*** district is responsible for the capital improvements maintenance and operation of approximately 750 street lights throughout the City and lighting on the Coastal Rail Trail. The operation is funded by a benefit assessment which appears on property tax bills. The district's budget and service indicators are located at C-120 and C-121.

SPECIAL DISTRICTS (continued)

Goals:

The Public Works Department goals are located at C-78 and include goals related to the City's special districts.



CITY OF SOLANA BEACH
FISCAL YEAR 2012-2013 BUDGET

DEPARTMENT		DEPT. NO.			BUDGET UNIT	
HIGHWAY 101 LANDSCAPING MID 33		7510			203-7500-7510	
OBJECT CODE	EXPENSE CLASSIFICATION	2009-2010 ACTUAL	2010-2011 ACTUAL	2011-2012 ADOPTED	2011-2012 PROJECTED	2012-2013 ADOPTED
SALARIES & FRINGE BENEFITS						
6101	Regular Salaries	12,088	12,637	12,600	12,583	12,600
6103	Overtime	-	97	-	-	-
6205	Retirement	3,479	2,504	2,500	1,660	1,800
6210	Medicare	178	172	200	131	200
622X	Flex Credit Benefit	1,299	1,287	1,300	1,073	1,500
6245	Life Insurance	38	38	-	31	-
6290	Phone Allowance	90	90	100	76	100
TOTAL		17,172	16,823	16,700	15,554	16,200
MATERIALS, SUPPLIES & SERV						
6340	Clothing and Personal Expenses	-	-	100	-	-
6420	Departmental Special Supplies	-	-	100	-	-
6524	Utilities - Electric	2,949	1,412	2,000	3,300	3,300
6526	Maint. of Buildings & Grounds	24,513	19,306	21,100	15,500	17,000
6527	Utilities - Other	1,086	1,188	1,200	1,400	2,400
6530	Professional Services	-	-	5,000	-	1,000
6570	Other Charges	3,437	4,844	3,000	3,700	3,000
6580	Administrative Charges	3,100	3,100	3,100	3,100	3,100
TOTAL		35,085	29,850	35,600	27,000	29,800
CAPITAL, DEBT SVC & CHRGS						
6910	Claims Liability Charges	300	400	400	400	400
6920	Workers' Comp Charges	200	500	300	300	600
6940	PERS Side Fund Charges	-	-	-	579	600
TOTAL		500	900	700	1,279	1,600
ACTIVITY TOTALS		52,757	47,574	53,000	43,833	47,600

CITY OF SOLANA BEACH
STAFFING/COMMENTARY/DETAIL

DEPARTMENT	DEPT. NO.	BUDGET UNIT
HIGHWAY 101 LANDSCAPING MID 33	7510	203-7500-7510

Pay Range	Position Title	2010/2011		2011/2012		2012/2013	
		Adopted FTE Hours	Adopted Budget	Adopted FTE Hours	Adopted Budget	Adopted FTE Hours	Adopted Budget
1-101	Public Works Operations Mgr	0.15	12,600	0.15	12,600	0.15	12,600
N/A	Overtime		-		-		-
N/A	Stand by Pay (Overtime Rate)		-		-		-
	Total Salaries		12,600		12,600		12,600
	Total Benefits		4,000		4,100		3,600
	Total	0.15	16,600	0.15	16,700	0.15	16,200

SERVICE INDICATORS	2009/10 Actual	2010/11 Actual	2011/12 Projected	2012/13 Projected
Landscape area maintained (square feet)	44,000	44,000	44,000	44,000
Trash pick-up	52	52	52	52

NOTES:	
6340: Uniforms for Maintenance Workers	
6420: Gloves, masks, and other minor items	
6525: Includes rental of landscaping equipment	
6526: Landscape maintenance (general)	
Irrigation repairs and parts	
Major planting projects	
6530: Graffiti removal, minor concrete repairs, arborist consultation	
6570: County EDP & property tax administrative charges	
6580: City administration charge (based on cost alloc. study)	



CITY OF SOLANA BEACH
FISCAL YEAR 2012-2013 BUDGET

DEPARTMENT		DEPT. NO.			BUDGET UNIT	
SANTA FE HILLS MID 9C		7520			204-7500-7520	
OBJECT CODE	EXPENSE CLASSIFICATION	2009-2010 ACTUAL	2010-2011 ACTUAL	2011-2012 ADOPTED	2011-2012 PROJECTED	2012-2013 ADOPTED
SALARIES & FRINGE BENEFITS						
TOTAL		-	-	-	-	-
MATERIALS, SUPPLIES & SERV						
6527	Utilities - Other	70,629	74,405	85,000	79,700	86,000
6530	Professional Services	218,100	218,100	158,000	158,000	158,000
6570	Other Charges	1,966	2,182	500	500	500
6580	Adminstrative Charges	9,500	9,500	9,500	9,500	9,500
TOTAL		300,195	304,188	253,000	247,700	254,000
CAPITAL, DEBT SVC & CHRGS						
TOTAL		-	-	-	-	-
ACTIVITY TOTALS		300,195	304,188	253,000	247,700	254,000

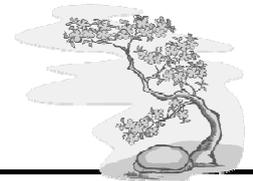
CITY OF SOLANA BEACH
STAFFING/COMMENTARY/DETAIL

DEPARTMENT	DEPT. NO.	BUDGET UNIT
SANTA FE HILLS MID 9C	7520	204-7500-7520

Pay Range	Position Title	2010/2011		2011/2012		2012/2013	
		Adopted FTE Hours	Adopted Budget	Adopted FTE Hours	Adopted Budget	Adopted FTE Hours	Adopted Budget
N/A							

SERVICE INDICATORS	2009/10 Actual	2010/11 Actual	2011/12 Projected	2012/13 Projected
Number of maintenance inspections performed	12	12	12	12
Number of units	408	408	408	408
Assessment per unit	\$232.10	\$232.10	\$232.10	\$232.10

NOTES:	
6527: Water for irrigation of slopes and median area.	
6530: Santa Fe Hills HOA	
6570: County EDP & property tax administrative charges	
6580: General administrative charges based on cost allocation study	



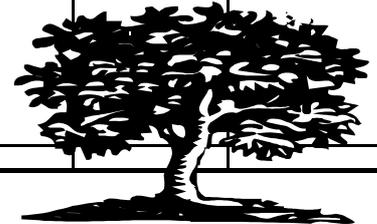
CITY OF SOLANA BEACH
FISCAL YEAR 2012-2013 BUDGET

DEPARTMENT		DEPT. NO.			BUDGET UNIT	
ISLA VERDE MID 9E		7530			205-7500-7530	
OBJECT CODE	EXPENSE CLASSIFICATION	2009-2010 ACTUAL	2010-2011 ACTUAL	2011-2012 ADOPTED	2011-2012 PROJECTED	2012-2013 ADOPTED
	SALARIES & FRINGE BENEFITS					
	TOTAL	-	-	-	-	-
	MATERIALS, SUPPLIES & SERV					
6530	Professional Services	5,100	5,100	5,200	5,100	5,200
6570	Other Charges	58	99	100	100	100
6580	Adminstrative Charges	700	700	700	700	700
	TOTAL	5,858	5,899	6,000	5,900	6,000
	CAPITAL, DEBT SVC & CHRGS					
	TOTAL	-	-	-	-	-
	ACTIVITY TOTALS	5,858	5,899	6,000	5,900	6,000

CITY OF SOLANA BEACH
STAFFING/COMMENTARY/DETAIL

DEPARTMENT	DEPT. NO.	BUDGET UNIT
ISLA VERDE MID 9E	7530	205-7500-7530

Pay Range	Position Title	2010/2011		2011/2012		2012/2013	
		Adopted FTE Hours	Adopted Budget	Adopted FTE Hours	Adopted Budget	Adopted FTE Hours	Adopted Budget
N/A							



SERVICE INDICATORS	2009/10 Actual	2010/11 Actual	2011/12 Projected	2012/13 Projected
Number of maintenance inspections performed	12	12	12	12
Number of units	87	87	87	87
Assessment per unit	\$68.74	\$68.74	68.74	68.74

NOTES:
 6530: Landscape maintenance of two traffic islands in San Lucas Ct and four gates at San Lucas and Highland
 6570: Appropriation for County EDP charges
 6580: City admin charge based on cost allocation study

CITY OF SOLANA BEACH
FISCAL YEAR 2012-2013 BUDGET

DEPARTMENT		DEPT. NO.			BUDGET UNIT	
SAN ELIJO HILLS # 2C MID 9H		7550			207-7500-7550	
OBJECT CODE	EXPENSE CLASSIFICATION	2009-2010 ACTUAL	2010-2011 ACTUAL	2011-2012 ADOPTED	2011-2012 PROJECTED	2012-2013 ADOPTED
	SALARIES & FRINGE BENEFITS					
	TOTAL	-	-	-	-	-
	MATERIALS, SUPPLIES & SERV					
6530	Professional Services	78,600	78,600	78,600	78,600	78,600
6570	Other Charges	728	841	300	300	300
6580	Adminstrative Charges	4,200	4,200	4,200	4,200	4,200
	TOTAL	83,528	83,641	83,100	83,100	83,100
	CAPITAL, DEBT SVC & CHRGS					
	TOTAL	-	-	-	-	-
	ACTIVITY TOTALS	83,528	83,641	83,100	83,100	83,100

CITY OF SOLANA BEACH
STAFFING/COMMENTARY/DETAIL

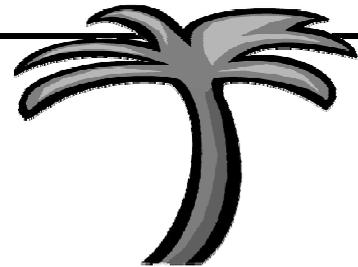
DEPARTMENT	DEPT. NO.	BUDGET UNIT
SAN ELIJO HILLS #2C MID 9H	7550	207-7500-7550

Pay Range	Position Title	2010/2011		2011/2012		2012/2013	
		Adopted FTE Hours	Adopted Budget	Adopted FTE Hours	Adopted Budget	Adopted FTE Hours	Adopted Budget
N/A							

SERVICE INDICATORS	2009/10 Actual	2010/11 Actual	2011/12 Projected	2012/13 Projected
Number of maintenance inspections performed	12	12	12	12
Number of units	118	118	118	118
Assessment per unit	\$289.58	\$289.58	\$289.58	\$289.58

NOTES:

- 6530: Landscape maintenance of slopes, sprinkler system parts, plants, chemicals, water and electricity, landscape supplies, and maintenance of Santa Helena median
- 6570: County EDP & property tax administrative charge
- 6580: General City charges based on cost allocation study



CITY OF SOLANA BEACH
FISCAL YEAR 2012-2013 BUDGET

DEPARTMENT		DEPT. NO.			BUDGET UNIT	
COASTAL RAIL TRAIL MAINT DISTRICT		7580			208-7500-7580	
OBJECT CODE	EXPENSE CLASSIFICATION	2009-2010 ACTUAL	2010-2011 ACTUAL	2011-2012 ADOPTED	2011-2012 PROJECTED	2012-2013 ADOPTED
	SALARIES & FRINGE BENEFITS					
	TOTAL	-	-	-	-	-
	MATERIALS, SUPPLIES & SERV					
6527	Utilities - Other	13,827	15,173	18,000	18,100	16,700
6530	Professional Services	38,490	35,915	42,800	42,700	45,000
6570	Other Charges	4,251	1,328	9,900	9,900	4,600
6580	Administrative Charge	3,900	3,900	3,900	3,900	3,900
	TOTAL	60,468	56,317	74,600	74,600	70,200
	CAPITAL, DEBT SVC & CHRGS					
	TOTAL	-	-	-	-	-
	ACTIVITY TOTALS	60,468	56,317	74,600	74,600	70,200

CITY OF SOLANA BEACH
STAFFING/COMMENTARY/DETAIL

DEPARTMENT	DEPT. NO.	BUDGET UNIT
COASTAL RAIL TRAIL MAINTENANCE DISTRICT	7580	208-7500-7580

Pay Range	Position Title	2010/2011		2011/2012		2012/2013	
		Adopted FTE Hours	Adopted Budget	Adopted FTE Hours	Adopted Budget	Adopted FTE Hours	Adopted Budget
N/A							

SERVICE INDICATORS	2009/10 Projected	2010/11 Projected	2011/12 Estimate	2012/13 Estimate
Number of days landscape maintenance is performed	150	150	150	150
Number of inspections performed	36	36	36	36
Number of units	10,385	10,385	10,448	10,448
Assessment per unit	\$6.38	6.50	6.60	6.72

NOTES:

6526 Capital Reserves, Repairs - light fixtures and bollards, Concrete & path repairs
 6527 Water
 6530 Landscape Maintenance 39,000
 Plant replacement 1,900
 Graffiti Abatement 200
 Total Maintenance 41,100

County EDP and property tax administrative charge 3,900
 Total Professional Services 45,000

6570 Reserves - 10% of Operations
 6580 General City charges based on cost allocation study



CITY OF SOLANA BEACH
FISCAL YEAR 2012-2013 BUDGET

DEPARTMENT		DEPT. NO.			BUDGET UNIT	
STREET LIGHTING		7600			211-0000-7600	
OBJECT CODE	EXPENSE CLASSIFICATION	2009-2010 ACTUAL	2010-2011 ACTUAL	2011-2012 ADOPTED	2011-2012 PROJECTED	2012-2013 ADOPTED
SALARIES & FRINGE BENEFITS						
6101	Regular Salaries	76,345	69,644	70,600	67,267	71,800
6102	Part Time & Temporary Salaries	-	3,713	-	3,338	-
6103	Overtime	415	562	200	474	200
6104	Special Pay	176	198	200	178	200
6205	Retirement	20,075	13,161	14,000	7,955	10,000
6210	Medicare	1,098	999	1,000	739	1,000
6211	Social Security	-	239	-	92	-
622X	Flex Credit Benefit	7,654	6,578	8,200	5,474	9,600
6245	Life Insurance	226	198	200	162	300
6280	Auto Allowance	421	607	600	385	300
6290	Phone Allowance	237	246	200	188	200
TOTAL		106,647	96,145	95,200	86,252	93,600
MATERIALS, SUPPLIES & SERV						
6330	Membership and Dues	92	54	100	100	100
6340	Clothing and Personal Expenses	88	101	100	200	100
6420	Departmental Special Supplies	563	-	100	100	100
6522	Advertising	405	232	200	100	200
6523	Communications	57	59	100	100	100
6524	Utilities - Electric	101,025	91,454	106,800	107,000	115,500
6530	Professional Services	25,271	21,096	34,700	34,500	34,700
6570	Other Charges	7,165	5,581	5,000	5,000	5,000
6580	Administrative Charges	14,400	14,400	14,400	14,400	14,400
TOTAL		149,066	132,977	161,500	161,500	170,200
CAPITAL, DEBT SVC & CHRGS						
6910	Claims Liability Charges	1,600	2,400	2,400	2,400	2,300
6920	Workers' Comp Charges	1,200	2,700	1,800	1,800	3,300
6940	PERS Side Fund Charges	-	-	-	3,045	3,400
TOTAL		2,800	5,100	4,200	7,245	9,000
ACTIVITY TOTALS		258,513	234,222	260,900	254,997	272,800

CITY OF SOLANA BEACH
STAFFING/COMMENTARY/DETAIL

DEPARTMENT	DEPT. NO.	BUDGET UNIT
STREET LIGHTING	7600	211-0000-7600

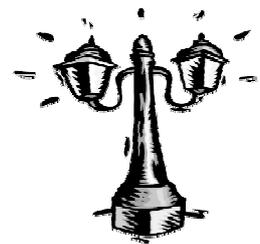
Pay Range	Position Title	2010/2011		2011/2012		2012/2013	
		Adopted FTE Hours	Adopted Budget	Adopted FTE Hours	Adopted Budget	Adopted FTE Hours	Adopted Budget
Contract	City Manager	0.05	9,000	0.05	9,000	0.05	10,100
1-101	Director of PW / City Engineer	0.11	15,900	0.10	14,400	0.10	14,400
1-103	Principal Civil Engineer	0.15	15,400	0.15	15,400	0.15	15,400
1-104	Public Works Operations Mgr	0.10	8,400	0.10	8,400	0.10	8,400
3124	Assistant Civil Engineer	0.05	2,900	0.10	6,500	0.10	6,600
3131	Public Works Inspector	0.075	5,000	-	-	-	-
3125	Senior Engineering Technician	0.10	6,300	0.10	6,300	0.10	6,300
3108	Administrative Asst III	0.15	7,900	0.15	7,900	0.15	7,900
3111	Lead Maintenance Worker	0.05	2,700	0.05	2,700	0.05	2,700
	Overtime		200		200		200
	Stand by Pay (Overtime Rate)		200		200		200
	Total Salaries		73,900		71,000		72,200
	Total Benefits		25,100		24,200		21,400
	Total	0.835	99,000	0.80	95,200	0.80	93,600

SERVICE INDICATORS	2009/10 Actual	2010/11 Actual	2011/12 Projected	2012/13 Projected
New streetlight installations	3	2	2	2
Pedestrian bollard lights	52	20	25	25
New ballast installations	10	10	15	15
Maintenance occurrences of streetlights and pedestrian lights	52	52	26	26

NOTES:

- 6418: Printing specifications, electrical catalogs
- 6420: Light junction boxes, bulbs and wires
- 6522: Advertising for various public hearings
- 6523: Percentage of cellular phone charges for City Engineer & Public Works Superintendent

6524: CRT	FY 12/13
All other facilities	10,100
	<u>105,400</u>
	<u>115,500</u>
6530: Street Light Maintenance	14,000
North County Dispatch - emergencies	1,000
Repairs due to accidents and other (not part of maintenance)	14,700
Electrical Repairs	5,000
	<u>34,700</u>



- 6531: Replacement of bulbs, ballasts, etc. for streetlights
- 6570: County EDP & property tax administrative charge
- 6580: Administrative charge based on cost allocation study



SA/RDA

CITY OF SOLANA BEACH
FUNCTION ACTIVITY OVERVIEW

FUNCTION	FUND DISTRIBUTION				2012-2013
	SUCCESSOR AGENCY (SA) TO THE RDA & REDEVELOPMENT AGENCY (RDA)	SA CIP Admin			
SA Debt Service				241,300	
City Low/Moderate Housing				-	
				492,100	
EXPENSE CLASSIFICATION	2009-2010 ACTUAL	2010-2011 ACTUAL	2011-2012 ADOPTED	2011-2012 PROJECTED	2012-2013 ADOPTED
TOTAL REGULAR POSITIONS	0.30	0.45	0.50	0.50	0.60
SALARIES & FRINGE BENEFITS	96,715	97,980	87,500	84,659	106,200
MATERIAL, SUPPLIES & SERVICES	525,385	335,370	323,000	91,270	133,700
CAPITAL, DEBT SVC & CHARGES	234,322	239,058	235,600	238,096	252,200
TOTAL BUDGET	856,422	672,408	646,100	414,025	492,100

CITY OF SOLANA BEACH
FISCAL YEAR 2012-2013 BUDGET

DEPARTMENT		DEPT. NO.			BUDGET UNIT	
SA CIP ADMINISTRATION		7810			416-7800-7810	
OBJECT CODE	EXPENSE CLASSIFICATION	2009-2010 ACTUAL	2010-2011 ACTUAL	2011-2012 ADOPTED	2011-2012 PROJECTED	2012-2013 ADOPTED
SALARIES & FRINGE BENEFITS						
6101	Regular Salaries	70,454	64,811	67,200	60,300	85,900
6102	Part Time & Temporary Salaries	-	14,851	-	13,354	-
6103	Overtime	491	527	-	232	-
6205	Retirement	19,441	10,338	13,300	5,828	12,000
6210	Medicare	1,069	1,147	1,000	788	1,200
6211	Social Security	-	958	-	366	-
622X	Flex Credit Benefit	3,819	3,230	4,300	2,779	6,000
6245	Life Insurance	209	156	200	123	300
6280	Auto Allowance	969	1,692	1,200	695	500
6290	Phone Allowance	263	270	300	193	300
TOTAL		96,715	97,980	87,500	84,659	106,200
MATERIALS, SUPPLIES & SERV						
6315	Travel, Conferences & Meetings	-	-	3,000	432	3,000
6330	Memberships and Dues	1,590	1,590	1,900	1,590	1,900
6417	Postage	25	-	100	-	100
6522	Advertising	388	-	100	-	100
6530	Professional Services	14,411	20,569	33,500	24,500	101,800
6570	Other Charges	16,573	16,824	18,000	-	3,800
6580	Administrative Charges	13,000	15,000	15,000	15,000	15,000
TOTAL		45,987	53,983	71,600	41,522	125,700
CAPITAL, DEBT SVC & CHRGS						
6910	Claims Liability Charges	1,500	2,300	2,400	2,400	2,800
6920	Workers' Comp Charges	1,100	2,600	1,800	1,800	4,000
6940	PERS Side Fund Charges	-	-	-	2,496	12,100
TOTAL		2,600	4,900	4,200	6,696	18,900
ACTIVITY TOTALS		145,302	156,863	163,300	132,877	250,800

CITY OF SOLANA BEACH
STAFFING/COMMENTARY/DETAIL

DEPARTMENT	DEPT. NO.	BUDGET UNIT
SA/REDEVELOPMENT CIP ADMINISTRATION	7810	416-7800-7810

Pay Range	Position Title	2010/2011		2011/2012		2012/2013	
		Adopted FTE Hours	Adopted Budget	Adopted FTE Hours	Adopted Budget	Adopted FTE Hours	Adopted Budget
Contract	City Manager	0.20	36,100	0.20	36,100	0.20	40,200
1-101	City Clerk	-	-	-	-	0.10	11,000
1-101	DCM/Community Dev. Dir.	-	-	-	-	0.05	7,500
1-101	Finance Director	0.15	21,600	-	-	-	-
1-101	Director of PW / City Engineer	0.05	7,200	0.05	7,200	-	-
1-103	Principal Civil Engineer	0.05	5,100	0.05	5,100	-	-
1-103	Finance Manager/Treasurer	-	-	0.15	15,600	0.20	24,000
2128	Accountant	-	-	0.05	3,200	0.05	3,200
	Total Salaries		70,000		67,200		85,900
	Total Benefits		21,100		20,300		20,300
	Total	0.45	91,100	0.50	87,500	0.60	106,200

NOTES:

6315: RDA Conferences; Introduction, Annual, Low Moderate Housing
 6330: California Redevelopment Association
 6530: Consultants:
 Audit
 Legal
 6570: County of San Diego property tax collection fees
 6580: Administrative overhead charge by City

FY 12/13
11,500
90,300
101,800



CITY OF SOLANA BEACH
FISCAL YEAR 2012-2013 BUDGET

DEPARTMENT		DEPT. NO.			BUDGET UNIT	
SA DEBT SERVICE		7820			362-7800-7820	
OBJECT CODE	EXPENSE CLASSIFICATION	2009-2010 ACTUAL	2010-2011 ACTUAL	2011-2012 ADOPTED	2011-2012 PROJECTED	2012-2013 ADOPTED
SALARIES & FRINGE BENEFITS						
TOTAL		-	-	-	-	-
MATERIALS, SUPPLIES & SERV						
6530	Professional Services	4,050	-	8,000	6,132	8,000
6563	RDA Pass Through Payments	243,308	238,164	218,400	-	-
6570	Other Charges	209,941	43,223	-	43,200	-
TOTAL		457,299	281,387	226,400	49,332	8,000
CAPITAL, DEBT SVC & CHRGS						
6710	Principal Expense	65,000	70,000	70,000	70,000	75,000
6720	Interest Expense	166,722	164,158	161,400	161,400	158,300
TOTAL		231,722	234,158	231,400	231,400	233,300
ACTIVITY TOTALS		689,021	515,545	457,800	280,732	241,300

CITY OF SOLANA BEACH
STAFFING/COMMENTARY/DETAIL

DEPARTMENT	DEPT. NO.	BUDGET UNIT
SA/RDA DEBT SERVICE	7820	362-7800-7820

Pay Range	Position Title	2010/2011		2011/2012		2012/2013	
		Adopted FTE Hours	Adopted Budget	Adopted FTE Hours	Adopted Budget	Adopted FTE Hours	Adopted Budget
N/A							
	Total						

NOTES:	
Costs are for the Debt Service on the 2006 Tax Allocation Bonds.	
	FY 12/13
6530: Financial Consultant	3,000
Continuing Disclosure (Bonds)	2,500
Arbitrage Calculations	2,500
	<u>8,000</u>
6570: Pass Through payments	



CITY OF SOLANA BEACH
FISCAL YEAR 2012-2013 BUDGET

DEPARTMENT		DEPT. NO.			BUDGET UNIT	
CITY RDA LOW MODERATE HOUSING		7830			264-7800-7830	
OBJECT CODE	EXPENSE CLASSIFICATION	2009-2010 ACTUAL	2010-2011 ACTUAL	2011-2012 ADOPTED	2011-2012 PROJECTED	2012-2013 ADOPTED
	SALARIES & FRINGE BENEFITS					
	TOTAL	-	-	-	-	-
	MATERIALS, SUPPLIES & SERV					
6530	Professional Services	22,099	-	25,000	416	-
	TOTAL	22,099	-	25,000	416	-
	CAPITAL, DEBT SVC & CHRGS					
	TOTAL	-	-	-	-	-
	ACTIVITY TOTALS	22,099	-	25,000	416	-

CITY OF SOLANA BEACH
STAFFING/COMMENTARY/DETAIL

DEPARTMENT	DEPT. NO.	BUDGET UNIT
CITY RDA LOW MODERATE HOUSING	7830	264-7800-7830

Pay Range	Position Title	2010/2011		2011/2012		2012/2013	
		Adopted FTE Hours	Adopted Budget	Adopted FTE Hours	Adopted Budget	Adopted FTE Hours	Adopted Budget
N/A							
	Total						

NOTES:





CAPITAL IMPROVEMENTS

CIP TRANSMITTAL LETTER
AND
INDIVIDUAL CIP PROJECT SHEETS

PENDING

Comprehensive Project List

Page Number	Project Number	Project Title	Funding Source	Appropriated Amount	Encumbrances Outstanding	Actual Costs to Date	Percent Spent	Fiscal Year 2012-13	Fiscal Year 2013-14	Fiscal Year 2014-15	Fiscal Year 2015-16	Fiscal Year 2016-17	Total CIP Appropriations
FY 2012-13 Ongoing Carryover Projects:													
CIP - 01	9321.00	Traffic Calming Improvements	459/228	117,610	-	69,110	59%	48,500	-	-	-	-	117,610
CIP - 02	9344.00	Highland and Lomas Santa Fe Intersection	228	407,000	10,152	63,198	16%	333,650	-	-	-	-	476,450
CIP - 03	9444.00	Del Mar Shores Staircase Replacement	459/UF	83,100	16,976	66,124	80%	-	100,000	1,820,000	-	-	2,003,100
CIP - 04	9903.00	Shoreline Management/LCP Project	459	732,783	31,771	684,849	93%	16,163	-	-	-	-	745,420
CIP - 06	9386.XX	Hwy 101 Street Scaping / Traffic Calming-Design	202/212/18/28/2	2,193,683	9,131	1,142,552	52%	1,042,000	-	-	-	-	8,161,483
CIP - 07	9926.00	Sand Replenishment Project (Local Share)	215/450/459	697,800	81,205	616,595	88%	230,400	-	-	-	-	928,200
CIP - 11	9456.00	Storm Drain Improvements - Major	459	486,600	30,891	323,509	65%	144,200	-	-	-	-	496,600
CIP - 12	9905.00	General Plan Update	459	264,300	136,444	127,856	48%	200,000	300,000	300,000	-	-	1,064,300
CIP - 20	9946.00	Hitzke Project	264/265	727,600	533,538	194,062	27%	-	-	-	-	-	727,600
CIP - 21	9438.02	La Colonia Park Improvements	416/420/459	462,600	160,279	302,321	65%	-	-	-	-	-	462,600
Annual ADA Projects:													
CIP - 13	9955.02	ADA Transition Plan Projects	459	102,500	-	102,500	-	-	95,000	95,000	95,000	95,000	487,500
Annual Maintenance Projects:													
CIP - 14	9362.12	Annual Pavement Management Program	202	-	-	-	52%	-	250,000	250,000	250,000	250,000	1,250,000
CIP - 17	9701.10	Streetlight Master Plan (Implementation)	211	372,760	-	195,060	-	-	-	-	-	-	195,060
CIP - 18	9856.12	Sanitary Sewer Pipeline Replacement	509	-	-	-	-	-	450,000	500,000	500,000	500,000	2,400,000
Sanitation Projects:													
CIP - 08	9833.00	Solana Beach Pump Station	509	842,000	-	82,000	10%	760,000	2,000,000	-	-	-	2,842,000
CIP - 09	9835.00	San Eljio Hills Pump Station	509	25,000	-	-	-	25,000	-	-	-	-	75,000
Total Ongoing								2,369,513	3,195,000	2,965,000	845,000	845,000	22,434,923
FY 2012-13 Proposed Projects:													
CIP - 05	XXXX.XX	Fire Station Repairs	459	-	-	-	-	-	25,000	-	-	-	25,000
CIP - 15	XXXX.XX	North Granados Ave Sewer Conflict Repair	509	-	-	-	-	-	80,000	-	-	-	80,000
CIP - 16	XXXX.XX	Slevens Avenue Improvements	Unfunded	-	-	-	-	-	120,000	-	-	-	120,000
CIP - 10	XXXX.XX	Castro/Gonzalez	240	-	-	-	-	-	-	-	-	-	131,000
CIP - 19	XXXX.XX	Tide Beach Park Stair/Handrail Improvements	Unfunded	-	-	-	-	-	250,000	-	-	-	250,000
Total FY 2012-13 Proposed Projects:								-	236,000	-	-	-	606,000
Total FY 2012-13 Project Appropriations & Costs:								2,369,513	3,565,000	2,965,000	845,000	845,000	23,040,923

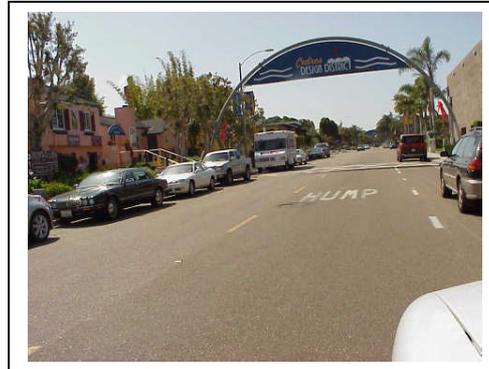
Notes:

- 202 - Gas Tax Fund
- 211 - Street Lighting District
- 212 - TransNet Non-Motorized
- 215 - Department of Boating/Waterways
- 218 - TransNet
- 240 - CBDG
- 220 - Transportation Development Act
- 244 - Intermodal Surface Transportation Act/Transportation Equity Act 21
- 265 - Affordable Housing Grant Fund
- 416 - Redevelopment Agency CIP Fund
- 420 - Public Improvement Grant
- 450 - TOT Sand Replenishment CIP
- 459 - City CIP Fund
- 509 - Sanitation

Project Appropriations By Funding Source (Cost Estimate)																				
Page Number	Project Number	Funding Source & Project Title	Fiscal Year 2013 Cost Estimate					Total	Fiscal Year 2014 Cost Estimate											
			Re-appropriation	New Request	FY2013	FY2014	FY2015		FY2016	FY2017	Total by Funding Source									
		459 City CIP / General Fund																		
	9903.00	Shoreline Management/LCP Project	16,163	12,637	28,800	-	28,800	-	-	-	-	-	-	-	-	-	-	-	-	28,800
	9986.XX	Hwy 101 Street Scaping / Traffic Calming-Design	-	359,100	359,100	-	359,100	-	-	-	-	-	-	-	-	-	-	-	-	359,100
	9456.00	Storm Drain Improvements - Major	144,200	-	144,200	-	144,200	-	-	-	-	-	-	-	-	-	-	-	-	144,200
	9955.02	ADA Transition Plan Projects	-	5,000	5,000	-	5,000	-	-	-	-	-	-	-	-	-	-	-	-	5,000
	XXXX.XX	Fire Station Repairs	-	25,000	25,000	-	25,000	-	-	-	-	-	-	-	-	-	-	-	-	25,000
	9905.00	General Plan Update	-	200,000	200,000	-	200,000	-	-	-	-	-	-	-	-	-	-	-	-	200,000
		Total City CIP / General Fund	160,363	601,737	762,100		762,100		395,000	395,000	95,000	95,000	95,000	95,000	95,000	95,000	95,000	95,000	95,000	1,742,100
		202 Gas Tax																		
	9386.XX	Hwy 101 Street Scaping / Traffic Calming-Design	-	212,500	212,500	-	212,500	-	-	-	-	-	-	-	-	-	-	-	-	212,500
	9362.12	Annual Pavement Management Program	-	250,000	250,000	-	250,000	-	-	-	-	-	-	-	-	-	-	-	-	250,000
			-	462,500	462,500	-	462,500	-	-	-	-	-	-	-	-	-	-	-	-	462,500
		211 Street Lighting																		
	9386.XX	Hwy 101 Street Scaping / Traffic Calming-Design	-	212,500	212,500	-	212,500	-	-	-	-	-	-	-	-	-	-	-	-	212,500
	9701.10	Streelight Master Plan (Implementation)	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-
			-	212,500	212,500	-	212,500	-	-	-	-	-	-	-	-	-	-	-	-	212,500
		215 Department of Boating/Waterways																		
	9926.00	Sand Replenishment Project (Local Share)	-	120,000	120,000	-	120,000	-	-	-	-	-	-	-	-	-	-	-	-	120,000
		218 TransNet																		
	9386.XX	Hwy 101 Street Scaping / Traffic Calming-Design	353,000	-	353,000	-	353,000	-	-	-	-	-	-	-	-	-	-	-	-	353,000
		228 Transnet Extension																		
	9321.00	Traffic Calming Improvements	48,500	-	48,500	-	48,500	-	-	-	-	-	-	-	-	-	-	-	-	48,500
	9386.XX	Hwy 101 Street Scaping / Traffic Calming-Design	689,000	5,183,700	5,872,700	-	5,872,700	-	-	-	-	-	-	-	-	-	-	-	-	5,872,700
	9344.00	Highland and Lomas Santa Fe Intersection	333,650	49,950	383,600	-	383,600	-	-	-	-	-	-	-	-	-	-	-	-	383,600
		Total TransNet II	1,071,150	5,233,650	6,304,800		6,304,800													6,304,800
		240 Community Development Block Grant																		
	XXXX.XX	Castro/Gonzalez	-	131,000	131,000	-	131,000	-	-	-	-	-	-	-	-	-	-	-	-	131,000
		246 Miscellaneous Grants																		
	9344.00	Highland and Lomas Santa Fe Intersection	-	19,500	19,500	-	19,500	-	-	-	-	-	-	-	-	-	-	-	-	19,500
		450 TOT Sand Replenishment																		
	9926.00	Sand Replenishment Project (Local Share)	-	110,400	110,400	-	110,400	-	-	-	-	-	-	-	-	-	-	-	-	110,400
		509 Sanitation																		
	9856.12	Sanitary Sewer Pipeline Replacement	-	450,000	450,000	-	450,000	-	-	-	-	-	-	-	-	-	-	-	-	450,000
	9833.00	Solana Beach Pump Station	760,000	-	760,000	-	760,000	-	-	-	-	-	-	-	-	-	-	-	-	760,000
	XXXX.XX	North Granados Ave Sewer Conflict Repair	-	80,000	80,000	-	80,000	-	-	-	-	-	-	-	-	-	-	-	-	80,000
	9835.00	San Elijo Hills Pump Station	25,000	50,000	75,000	-	75,000	-	-	-	-	-	-	-	-	-	-	-	-	75,000
		Total Sanitation	785,000	580,000	1,365,000		1,365,000		2,450,000	500,000	500,000	500,000	500,000	500,000	500,000	500,000	500,000	500,000	500,000	5,315,000
		Unfunded																		
	9444.00	Del Mar Shores Staircase Replacement	-	-	-	-	-	-	100,000	1,820,000	-	-	-	-	-	-	-	-	-	1,920,000
	XXXX.XX	Stevens Avenue Improvements	-	-	-	-	-	-	120,000	-	-	-	-	-	-	-	-	-	-	120,000
	XXXX.XX	Tide Beach Park Stair/Handrail Improvements	-	-	-	-	-	-	250,000	-	-	-	-	-	-	-	-	-	-	250,000
		Total Unfunded	-	-	-	-	-	-	470,000	1,820,000	-	-	-	-	-	-	-	-	-	2,290,000
		Total Project Appropriations	2,369,513	7,471,287	9,840,800		9,840,800		3,565,000	2,965,000	845,000	845,000	845,000	845,000	845,000	845,000	845,000	845,000	845,000	18,060,800

**Capital Improvement Program
Street Project
Traffic Calming Improvements – 9321**

Description: Temporary construction of traffic calming measures as determined by field studies and community meetings



Project Manager: Dan Goldberg/Jim Greenstein

Fund: City CIP and Transnet

Justification: Reduce speeds on City streets

Comments: Specific projects will be identified before construction

General Plan Consistency: Provide transportation facilities that are adequate and efficient

Operations Impact: None

Begin Date: July 2004

End Date: On-Going

Type: On-Going

Project Costs	Funding Source	Amount Appropriated			Total
		Prior Years	FY 12/13	Future Years	
Design	City CIP	\$ 67,610	-	-	\$ 67,610
Construction	Transnet	50,000	-	-	50,000
<i>Total</i>		\$ 117,610	-	-	\$ 117,610

Estimated Project Timeline

Council Approval	Design		Construction		Completion
	Begin	End	Begin	End	Final Inspection
July-2004					On-Going

**Capital Improvement Program
Street Project
Highland/Lomas Santa Fe Intersection Improvements – 9344.00**

Description: Construct intersection improvements that includes a new sidewalk

Project Manager: Dan Goldberg

Fund: TransNet II/Stimulus Funds

Justification: Would provide for greater pedestrian safety in the area

Comments: May also provide an opportunity for a gateway entrance into the City

General Plan Consistency: Provide transportation facilities and services that are adequate and efficient and that significantly reduce hazards to human life, pollution, noise, disruption of community organization and damage to the natural environment

Operations Impact: Routine maintenance after construction

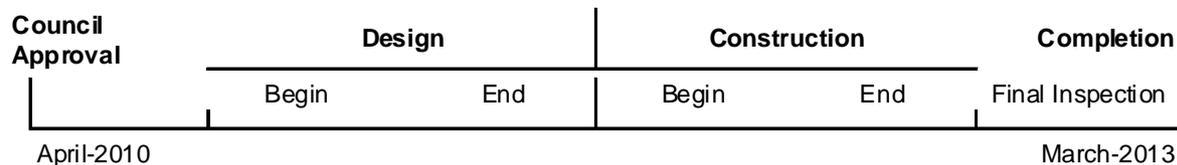
Begin Date: April 2010

End Date: March 2013

Type: Ongoing

Project Costs	Funding Source	Amount Appropriated			Total
		Prior Years	FY 12/13	Future Years	
Design	TransNet II	\$ 407,000	69,450	-	\$ 476,450
<i>Total</i>		\$ 407,000	69,450	-	\$ 476,450

Estimated Project Timeline



**Capital Improvement Program
Public Facilities - Infrastructure Project
Del Mar Shores Staircase Replacement – 9444**

Description: Provides for the replacement of the existing staircase with a new stairway access to the beach at the same location.



Project Manager: Dan Goldberg

Fund: City CIP and other funding to be determined.

Justification: The current staircase is showing signs of deterioration and concrete has spalled in areas exposing the rebar

Comments: Temporary repairs are made as needed as an interim measure, however full replacement of the staircase is warranted

General Plan Consistency: Ensure the preservation of open space for scenic beauty, recreation, the conservation of natural resources and the protection of public health and safety

Operations Impact: Reduced maintenance costs

Begin Date: July 2007

End Date: TBD

Type: Proposed – Future

Project Costs	Funding Source	Amount Appropriated			Total
		Prior Years	FY 12/13	Future Years	
Design	City CIP	\$ 32,600	-	-	\$ 32,600
	TOT Sand	50,500			50,500
Construction	Unfunded	-	-	1,920,000	1,920,000
<i>Total</i>		\$ 83,100	-	1,920,000	\$ 2,003,100

Estimated Project Timeline

Council Approval	Design		Construction		Completion
	Begin	End	Begin	End	Final Inspection
July-2007					TBD

**Capital Improvement Program
Miscellaneous Project
Shoreline Management LCP – 9903**

Description: Prepare State mandated Local Coastal Plan (LCP) to transfer land use permitting authority from the State Coastal Commission to the City of Solana Beach.



Project Manager: Planning Dept

Fund: City CIP

Justification: State mandated transfer of permit authority

Comments: To adopt Local Coastal Plan / Land Use Plan by September 2010. A primary variable of this project is the coordination with the Coastal Commission and formulation of a comprehensive adoption strategy. If adopted, the LCP/LUP, as proposed, will provide policies appropriate to the coastal bluff district, sand replenishment and shoreline protection devices and related fees. A two year Workplan has been prepared for the subsequent completion of the programs and policies associated with the LCP/LUP after its adoption by the Coastal Commission.

General Plan Consistency: Ensure consistency of general plan

Operations Impact: Utilization of staff time

Begin Date: July 2004

End Date: TBD

Type: Ongoing

Project Costs	Funding Source	Amount Appropriated			Total
		Prior Years	FY 12/13	Future Years	
Design	City CIP	\$ 732,783	12,637	-	\$ 745,420
<i>Total</i>		\$ 732,783	12,637	-	\$ 745,420

Estimated Project Timeline

Council Approval	Design		Construction		Completion
	Begin	End	Begin	End	Final Inspection
July-2004					TBD

**Capital Improvement Program
Fire Station Repairs
9XXX.00**

Description: Repair and renovation of two restrooms facilities located on the second floor of the fire station building, including fixtures and flooring. This project will replace and renovate the kitchen island including countertop, cabinetry and associated electrical and plumbing work.

Project Manager: Steve Kerr

Fund: General Fund

Justification: This project will prevent further deterioration of the restroom facilities and other parts of the building.

Comments: These improvements have been identified as high priority projects based on a needs assessment of the building performed by in-house staff and the City's on-call maintenance contractor.

General Plan Consistency: Proactive maintenance of the City's facilities is consistent with the City's General Plan

Operations Impact: None

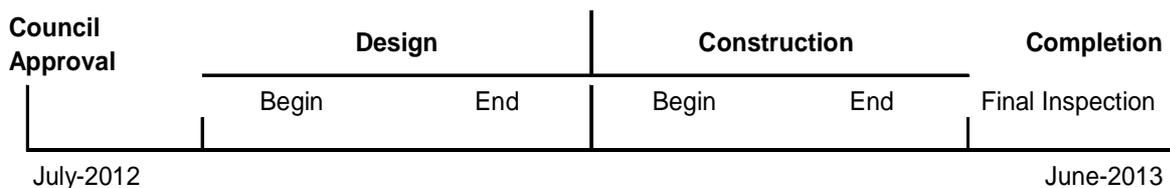
Begin Date: July 2012

End Date: July 2013

Type: New

Project Costs	Funding Source	Amount Appropriated			Total
		Prior Years	FY 12/13	Future Years	
Construction	General Fund		25,000		
<i>Total</i>		\$ -	25,000	-	\$ 25,000

Estimated Project Timeline



**Capital Improvement Program
Street Project
Highway 101 Streetscape/Traffic Calming – 9386.00**

Description: Design and construction of roadway improvements and traffic calming measures on Highway 101.



Project Manager: Dan Goldberg

Fund: TransNet, Miscellaneous Grants, RDA, and City CIP

Justification: Improve drainage, reduce speeds and increase pedestrian safety on Highway 101

Comments: Specific traffic calming measures to be determined during design study

General Plan Consistency: Provide transportation facilities and services

Operations Impact: Routine maintenance

Begin Date: July 2005

End Date: October 2013

Type: Ongoing

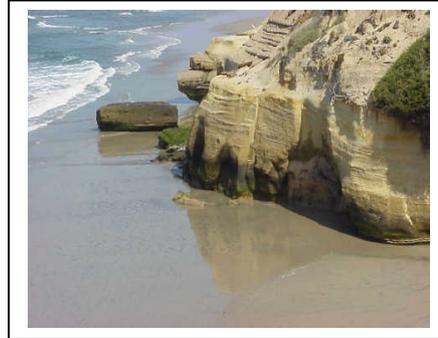
Project Costs	Funding Source	Amount Appropriated			Total
		Prior Years	FY 12/13	Future Years	
Design	Transnet	\$ 624,085	-	-	\$ 624,085
	RDA	10,609	-	-	10,609
	Misc-Grants	399,570	-	-	399,570
	City CIP	117,419	-	-	117,419
Construction	Transnet	1,042,000	5,183,700	-	6,225,700
	Gas Tax	-	212,500	-	212,500
	Street Lighting	-	212,500	-	212,500
	City CIP	-	359,100	-	359,100
<i>Total</i>		\$ 2,193,683	5,967,800	-	\$ 8,161,483

Estimated Project Timeline

Council Approval	Design		Construction		Completion
	Begin	End	Begin	End	Final Inspection
July-2005					October-2013

**Capital Improvement Program
Miscellaneous Project
Sand Replenishment ACOE Feasibility Study – 9926**

Description: Provides for Army Corps of Engineers feasibility study funding and initial pre-construction and engineering drawings for beach sand replenishment for a 50 year program. Also includes support for: Regional Beach Sand Replenishment, S.C.O.U.P. program and Southern California Reef Technology Study at Fletcher Cove



Project Manager: Planning Dept

Fund: Dept. of Boating & Waterways/Sand Replenishment Fund/City CIP

Justification: High ranking City Council priority to provide beach sand

Comments: Successfully complete studies and review processes and receive Federal (ACOE) and State (Division of Boating and Waterways) funding to implement a long term and short term sand replenishment projects for Solana Beach. These include: the ACOE Shoreline Feasibility Study and Southern California Reef Technology Study at Fletcher Cove, Sand Compatibility and Opportunistic Use Program (SCOUP) and the SANDAG Regional Beach Sand Project #2.

General Plan Consistency: Protection of recreational beach sand improving public safety

Operations Impact: None

Begin Date: July 2004

End Date: TBD

Type: Proposed – Future

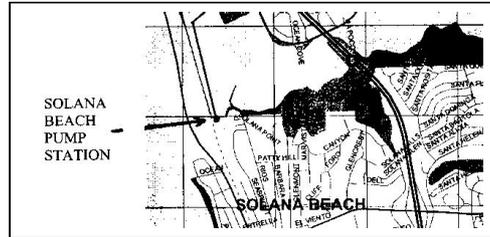
Project Costs	Funding Source	Amount Appropriated			Total
		Prior Years	FY 12/13	Future Years	
Construction	Sand Replens TOT	\$ 284,300	110,400	-	\$ 394,700
	City CIP	\$ 95,000	-	-	95,000
	Dept of Boat/Water	318,500	120,000	-	438,500
<i>Total</i>		\$ 697,800	230,400	-	\$ 928,200

Estimated Project Timeline

Council Approval	Design		Construction		Completion
	Begin	End	Begin	End	Final Inspection
July-2004					TBD

Capital Improvement Program Sanitation Project Solana Beach Pump Station – 9833

Description: Provides for the upgrade of the Solana Beach Pump Station.



Project Manager: Jim Greenstein

Fund: Sanitation

Justification: Recommended by the Sanitary Sewer Master Plan

Comments: None

General Plan Consistency: Maintain, improve and enhance the quality of air, water and land according to state and national standards and local needs

Operations Impact: Reduced maintenance costs

Begin Date: May 2010

End Date: TBD

Type: Ongoing

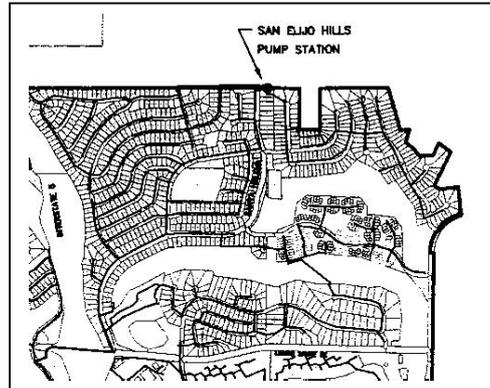
Project Costs	Funding Source	Amount Appropriated			Total
		Prior Years	FY 12/13	Future Years	
Design	Sanitation	\$ 842,000	-	-	\$ 842,000
Construction	Sanitation	-	-	2,000,000	2,000,000
<i>Total</i>		\$ 842,000	-	2,000,000	\$ 2,842,000

Estimated Project Timeline

Council Approval	Design		Construction		Completion
	Begin	End	Begin	End	Final Inspection
May-2010					TBD

**Capital Improvement Program
Sanitation Project
San Elijo Hills Pump Station – 9835**

Description: Provides for the upgrade of the existing pump station.



Project Manager: Jim Greenstein

Fund: Sanitation

Justification: Recommended by the Sanitary Sewer Master Plan

Comments: Perform limited condition assessment during this fiscal year

General Plan Consistency: Maintain, improve and enhance the quality of air, water, and land according to state and national standards and local needs

Operations Impact: Routine maintenance

Begin Date: July 2004

End Date: TBD

Type: Ongoing

<i>Project Costs</i>	<i>Funding Source</i>	Amount Appropriated			Total
		Prior Years	FY 12/13	Future Years	
Design	Sanitation	\$ 3,000	-	-	\$ 3,000
Construction	Sanitation	22,000	50,000	-	72,000
<i>Total</i>		\$ 25,000	50,000	-	\$ 75,000

Estimated Project Timeline

Council Approval	Design		Construction		Completion
	Begin	End	Begin	End	Final Inspection
July-2004					TBD

**Capital Improvement Program
Street Project
Castro & Gonzales Rolled Curbs and Sidewalks – 9380.06**

Description: Construct rolled curbs on both sides and sidewalk on one side of Castro and Gonzales Streets in accordance with the Eden Gardens Master Streetscape Plan.



Project Manager: Jim Greenstein

Fund: Community Development Block Grant

Justification: Addition of curbs, gutters and sidewalks will provide safe pedestrian access and improved drainage facilities in accordance with the Eden Gardens Master Streetscape Plan.

Comments: Design completed in 2006. Phase 1 Construction completed in 2008. Phase 2 completed in September 2010. Remainder to be phased as adequate CDBG funding becomes availability.

General Plan Consistency: To provide transportation facilities and services that are adequate and efficient and that significantly reduce hazards to human life, pollution, noise, disruption of community organization, and damage to the natural environment.

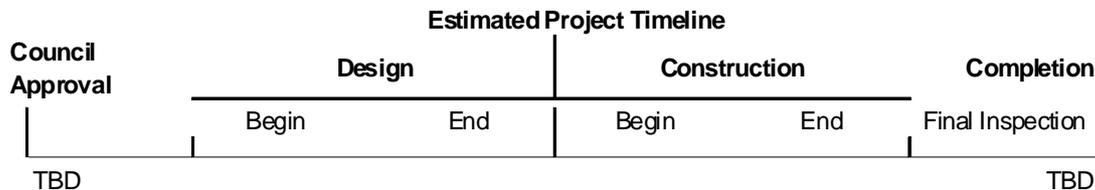
Operations Impact: Regular street maintenance cost will decrease with addition of concrete gutters.

Begin Date: November 2005

End Date: TBD

Type: Ongoing

Project Costs	Funding Source	Amount Appropriated			Total
		Prior Years	FY 12/13	Future Years	
Construction	CDBG	-	131,000	-	131,000
<i>Total</i>		\$ -	\$ 131,000	\$ -	\$ 131,000



**Capital Improvement Program
Storm Water Project
Citywide Storm Drain Improvements (Major)– 9456**

Description: Design and construct storm drain improvements at various locations throughout the city.

Project Manager: Jim Greenstein

Fund: City CIP

Justification: Improve drainage facilities in areas that have experienced drainage problems during storm events.

Comments: Possible projects included improvements on Camino de las Villas and near the Highway 101/Ocean Street intersection.

General Plan Consistency: Maintain, improve and enhance the quality of air, water and land.

Operations Impact: Routine cleaning

Begin Date: January 2010

End Date: TBD

Type: Ongoing

Project Costs	Funding Source	Amount Appropriated			Total
		Prior Years	FY 12/13	Future Years	
Design	City CIP	\$ 20,000	-	-	\$ 20,000
Construction	City CIP	478,600	-	-	478,600
<i>Total</i>		\$ 498,600	-	-	\$ 498,600

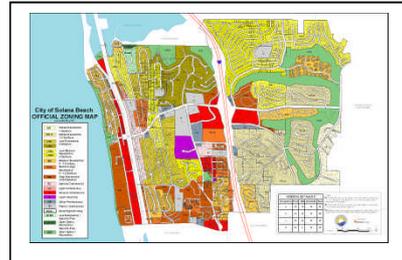
Estimated Project Timeline

Council Approval	Design		Construction		Completion
	Begin	End	Begin	End	Final Inspection
January-2010					TBD

CAPITAL IMPROVEMENT PROGRAM

General Plan Update – 9905

Description: Provides for the comprehensive update of the City’s General Plan. The General Plan was last adopted in 1988. The Housing Element is required to be updated every 5 years with the next scheduled update due in December 2012.



Project Manager: Planning Department

Fund: City CIP

Justification: This will be the first comprehensive update to the General Plan since its adoption, and it is state mandated as needed to reflect changed community conditions.

Comments: Staff has proposed \$167,000 in next year’s budget to cover costs associated with the work on the General Plan Update targeted that started in mid FY 2010/2011. The General Plan Update is still proposed to be a 3.5 year workplan project, however, the start date for the majority of the project has been deferred one year (beginning in FY 2010/2011) from what was proposed in the FY 2009-2010 adopted budget, which provides a one-year delay in expenditures for this program. During FY 2010-2011, staff started the process of historical and other map data collection (as needed) to update the General Plan. Staff also prepared a Request for Proposals (RFP) issued to consultants on the General Plan Update. Per recent changes to State Law, the next required Housing Element is due to the State Housing and Community Development Department (HCD) on December 31, 2012 and requires an update every five years. The preparation of the Housing Element Update will be concurrent with the General Plan Update. The General Plan Update project will also include the preparation and certification of an Environmental Impact Reports as required by CEQA. A consultant contract was awarded in FY2012 for the Housing Element portion of the General Plan.

Begin Date: September 2010

End Date: TBD

Type: Ongoing

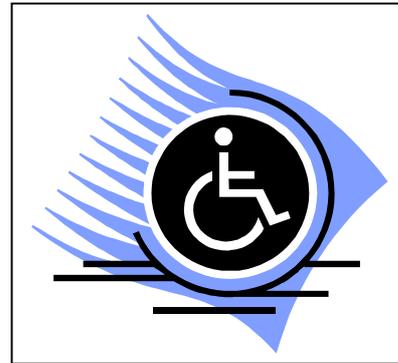
Project Costs	Funding Source	Amount Appropriated			Total
		Prior Years	FY 12/13	Future Years	
Design	City CIP	\$ 264,300	200,000	600,000	\$ 1,064,300
<i>Total</i>		<u>\$ 264,300</u>	<u>200,000</u>	<u>600,000</u>	<u>\$ 1,064,300</u>

Estimated Project Timeline

Council Approval	Design		Construction		Completion
	Begin	End	Begin	End	Final Inspection
September-2010					TBD

**Capital Improvement Program
Non-motorized Project
ADA Transition Plan – 9955.02**

Description: The Code of Federal Regulation, Part 35, requires each local agency with 50 or more employees to complete a “Transition Plan” to meet the Americans with Disabilities Act.



Project Manager: Dan Goldberg

Fund: City CIP

Justification: The City is committed to making public facilities and infrastructure accessible to all individuals. Various public facilities have been identified and will be constructed on a priority basis

Comments: A report has been prepared indentifying the City facilities requiring ADA improvements

General Plan Consistency: Provide transportation facilities that are adequate and efficient

Operations Impact: None

Begin Date: July 2007 **End Date:** Ongoing **Type:** Ongoing

Project Costs	Funding Source	Amount Appropriated			Total
		Prior Years	FY 12/13	Future Years	
Construction	City CIP	\$ 102,500	5,000	380,000	\$ 487,500
<i>Total</i>		<u>\$ 102,500</u>	<u>5,000</u>	<u>380,000</u>	<u>\$ 487,500</u>

Estimated Project Timeline

Council Approval	Design		Construction		Completion
	Begin	End	Begin	End	Final Inspection
July-2007					Ongoing

**Capital Improvement Program
Street Project
Annual Pavement Management Program – 9362.12**

Description: Provides for the maintenance of the City's asphalt, concrete, patch, overlay and slurry seal.



Project Manager: Dan Goldberg

Fund: Gas Tax

Justification: Annual maintenance scheduled through the utilization of a computerized database (Pavement Management System) will extend the life of the City's streets

Comments: None

General Plan Consistency: Provide transportation facilities and services that are adequate and efficient and that significantly reduce hazards to human life, pollution, noise, disruption of community organization and damage to the natural environment

Operations Impact: None

Begin Date: July 2010

End Date: June 2012

Type: Annual

Project Costs	Funding Source	Amount Appropriated			Total
		Prior Years	FY 12/13	Future Years	
Construction	Gas Tax	\$ -	250,000	1,000,000	\$ 1,250,000
<i>Total</i>		\$ -	250,000	1,000,000	\$ 1,250,000

Estimated Project Timeline

Council Approval	Design		Construction		Completion
	Begin	End	Begin	End	Final Inspection
July-2010					June-2012

**Capital Improvement Program
North Granados Sewer Conflict Repair
XXXX**

Description:

Repair sewer and storm drain conflict near 523 North Granados.



Project Manager: Jim Greenstein

Fund: Sanitation

Justification: Improve sewer system reliability.

Comments: None

General Plan Consistency: N/A

Operations Impact: Reduce maintenance costs and sewer spill risks.

Begin Date: October 2012

End Date: June 2013

Type: Ongoing

Project Costs	Funding Source	Amount Appropriated			Total
		Prior Years	FY 12/13	Future Years	
Construction	Sanitation	\$ -	80,000	-	\$ 80,000
<i>Total</i>		\$ -	80,000	-	\$ 80,000

Council Approval	Estimated Project Timeline				
	Design		Construction		Completion
	Begin	End	Begin	End	Final Inspection
October-2012					June-2013

**Capital Improvement Program
Street Project
Stevens Avenue Bicycle/Pedestrian Improvements– XXXX**

Description: Reduce number of lanes along Stevens Avenue; construct sidewalks in missing locations; provide better crosswalks; construct new curb ramps and provide traffic calming features to slow down traffic.



Project Manager: Dan Goldberg

Fund: City CIP

Justification: Project would construct bicycle and pedestrian improvements along Stevens Avenue

Comments: Safe Routes to School Grant applied for through State of California. Funding is contingent on receiving grant.

General Plan Consistency: Provide transportation facilities and services

Operations Impact: Routine maintenance

Begin Date: TBD

End Date: TBD

Type: New

Project Costs	Funding Source	Amount Appropriated			Total
		Prior Years	FY 12/13	Future Years	
Construction	Unfunded	-	-	120,000	120,000
<i>Total</i>		\$ -	\$ -	\$ 120,000	\$ 120,000

Estimated Project Timeline

Council Approval	Design		Construction		Completion
	Begin	End	Begin	End	Final Inspection
TBD					TBD

**Capital Improvement Program
Street Lights Project
Streetlight Master Plan (Implementation) – 9701.10**

Description: Provides for the implementation of the Street Light Master Plan which includes the installation and replacement of streetlights and conduit circuits.



Project Manager: Dan Goldberg

Fund: Street Lighting

Justification: The Street Light Master Plan identified the streetlights, poles and circuit conduits that need replacement or repairs

Comments: Updated Street Light Master Plan was adopted by City Council on April 14, 2010

General Plan Consistency: Provide transportation facilities and services that are adequate and efficient and that significantly reduce hazards to human life, pollution, noise, disruption of community organization and damage to the natural environment

Operations Impact: Routine maintenance of the lights and circuitry

Begin Date: July 2008

End Date: TBD

Type: Annual

Costs	Source	Prior Years	FY 12/13	Future Years	Total
Construction	Street Lighting	372,760	-	-	372,760
<i>Total</i>		\$ 372,760	-	-	\$ 372,760

Estimated Project Timeline

Council Approval	Design		Construction		Completion
	Begin	End	Begin	End	Final Inspection
July-2008					TBD

Capital Improvement Program Sanitation Project Sanitary Sewer Pipeline Replacement – 9856.12

Description: Provides for replacement of smaller sewer pipelines in the City.



Project Manager: Jim Greenstein

Fund: Sanitation

Justification: Recommended by the Sanitary Sewer Master Plan

Comments: Specific projects will be determined by need, age of pipeline and street repaving schedule

General Plan Consistency: Identify and reduce hazards to health and property from natural and man-made conditions

Operations Impact: Routine sewer maintenance

Begin Date: July 2010

End Date: TBD

Type: Annual

Project Costs	Funding Source	Amount Appropriated			Total
		Prior Years	FY 12/13	Future Years	
Construction	Sanitation	-	450,000	1,950,000	\$ 2,400,000
<i>Total</i>		-	450,000	1,950,000	\$ 2,400,000

Estimated Project Timeline

Council Approval	Design		Construction		Completion
	Begin	End	Begin	End	Final Inspection
July-2010					TBD

**Capital Improvement Program
Public Facilities – Infrastructure Project
Tide Beach Park Stair/Handrail Improvements – XXXX.XX**

Description: Construct repairs to handrails and supporting concrete stairs. Repairs would include replacement of corroded metal handrailing.



Project Manager: Public Works

Fund: City CIP

Justification: This maintenance project will extend the life of the current staircase

Comments: None

General Plan Consistency: Improve the quality of life by preserving and using the resources of the land in economically and socially desirable ways

Operations Impact: Routine maintenance

Begin Date: July 2012

End Date: TBD

Type: Proposed – Future

Project Costs	Funding Source	Amount Appropriated			Total
		Prior Years	FY 12/13	Future Years	
	Unfunded	\$ -	-	250,000	\$ 250,000
		-	-	-	-
<i>Total</i>		\$ -	-	250,000	\$ 250,000

Estimated Project Timeline

Council Approval	Design		Construction		Completion
	Begin	End	Begin	End	Final Inspection
July-2012					TBD

Capital Improvement Program

Hitzke Project – 9946.00

Description: Hitzke Project

Project Manager: TBD

Fund: RDA – Low and Moderate Income Housing /Affordable Housing Grant Fund

Justification:

Comments:

General Plan Consistency:

Operations Impact:

Begin Date:

End Date:

Type: New

<i>Project Costs</i>	<i>Funding Source</i>	<i>Amount Appropriated</i>			<i>Total</i>
		<i>Prior Years</i>	<i>FY 12/13</i>	<i>Future Years</i>	
Design	264/265	\$ 727,600	\$ -	\$ -	\$ -
Construction		\$ -	\$ -	\$ -	\$ -
<i>Total</i>		\$ 727,600	\$ -	\$ -	\$ -

Estimated Project Timeline

	Design	Construction	Completion
Council Approval	Begin End	Begin End	Final Inspection

**Capital Improvement Program
Public Facilities Project
La Colonia Park Improvements– 9438.02**

Description: Variety of facility improvements for the walkways, rental hall, tot-lot, basketball court, field areas, ADA improvements, landscaping, etc.



Project Manager: Dan Goldberg

Fund: City CIP/ RDA-CIP/Public Improvement Grant Fund

Justification: Recommended improvements to La Colonia Park per the 2007 La Colonia Park Needs Assessment Advisory Committee. The Advisory Committee recommended a series of facility improvements from upgrades to the tot-lot and field area to improvements to the sidewalks and the rental hall. Intended future uses of the park include more programs, concerts, special events and cultural festivals

Comments: Efforts include conceptual design process based on the Needs Assessment recommendations and opportunities for community involvement and resident participation

General Plan Consistency: Ensure the preservation of open space for scenic beauty, recreation, the conservation of natural resources and the protection of public health and safety

Operations Impact: Likely increased, more frequent maintenance depending upon the nature of the improvements

Begin Date: July 2007

End Date: TBD

Type: Ongoing

Project Costs	Funding Source	Amount Appropriated			Total
		Prior Years	FY 12/13	Future Years	
	RDA/Public Impr	\$ 356,300	-	-	\$ 356,300
	City CIP	106,300	-	-	106,300
<i>Total</i>		\$ 462,600	-	-	\$ 462,600

Estimated Project Timeline

Council Approval	Design		Construction		Completion
	Begin	End	Begin	End	Final Inspection
July-2007					TBD