



CITY OF SOLANA BEACH

**ADOPTED BUDGET
FY 2014-2015**

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SUMMARY OF KEY REVENUE ASSUMPTIONS

As part of the Fiscal Year (FY) 2013-14 mid-year budget review process, the revenue assumptions included in the revenue forecasts were re-examined based on actual receipts for FY 2012-13 and emerging trends at the mid-point of the fiscal year. The revenue projections for FY 2014-15 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 2014-15 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 2014-15 budgets. These six revenue sources account for 83% of total budgeted General Fund revenues.

General assumptions

The FY 2014-15 revenue projections generally assume that the real estate market has hit bottom and is rebounding in regards to sales and home values. The City's revenues from building permits will increase slightly since it appears the economy is continuing to improve. Revenue from sales and use taxes are also expected to remain flat or increase slightly since: 1) sales tax receipts have decreased due to the loss of a number of businesses in FY 2013-14 who were major contributors to the City's sales tax base and 2) the completion of the Highway 101 Streetscape project during the fall of 2013 should help increase the City's sales tax for the next several years.

The percent changes in each of the revenue categories is a comparison of the FY 2014-15 adopted revenue amounts as compared to the FY 2013-14 projected revenue forecast.

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 appears to be rebounding, the City's mid-year estimates indicate an increase in property assessments and revenue collections by the County. We are anticipating, as compared to the mid-year estimates, an increase of 1% for Property Taxes – Current and an increase of \$25,000 for Property Taxes – Delinquent for a net increase of 1.4% for FY 2014-15.

2014-15 revenue	\$6,086,100
Increases by	1.4%
% of total revenue	42%

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. The San Diego County sales tax rate of 8.0% is distributed as follows: 5.25% for the State General Fund; 1.0% 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 2% for FY 2014-15 from the mid-year estimates due to increased business activity 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 as to when the City will receive 100% of this revenue. This also accounts for keeping the percent increase in sales tax revenue for FY 2014-15 to 2%.

2014-15 revenue	\$2,846,500
Increases by	2%
% of total revenue	19%

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 FY 2014-15 will remain flat as compared to mid-year estimates which will produce \$1,230,000 of revenue.

2014-15 revenue	\$1,230,000
No change	
% 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 \$905,000 in the General Fund which is an increase of 4.6% over the FY 2013-14 Adopted Budget, but no change in revenues as compared to the mid-year estimates due to the variances in historical data.

2014-15 revenue	\$905,000
No change	
% of total revenue	6%

5. FRANCHISE FEES

This revenue source comprises gas & electric, waste, and cable franchise contracts and including other fees that are included as part of the contracts. The budget anticipates total franchise fees of \$708,000 for FY 2014-15. This is based upon the current year's projected receipts and anticipates no change in the revenue stream over the prior fiscal year.

2014-15 revenue	\$708,000
No change	
% of total revenue	5%

6. FIRE BENEFIT FEE

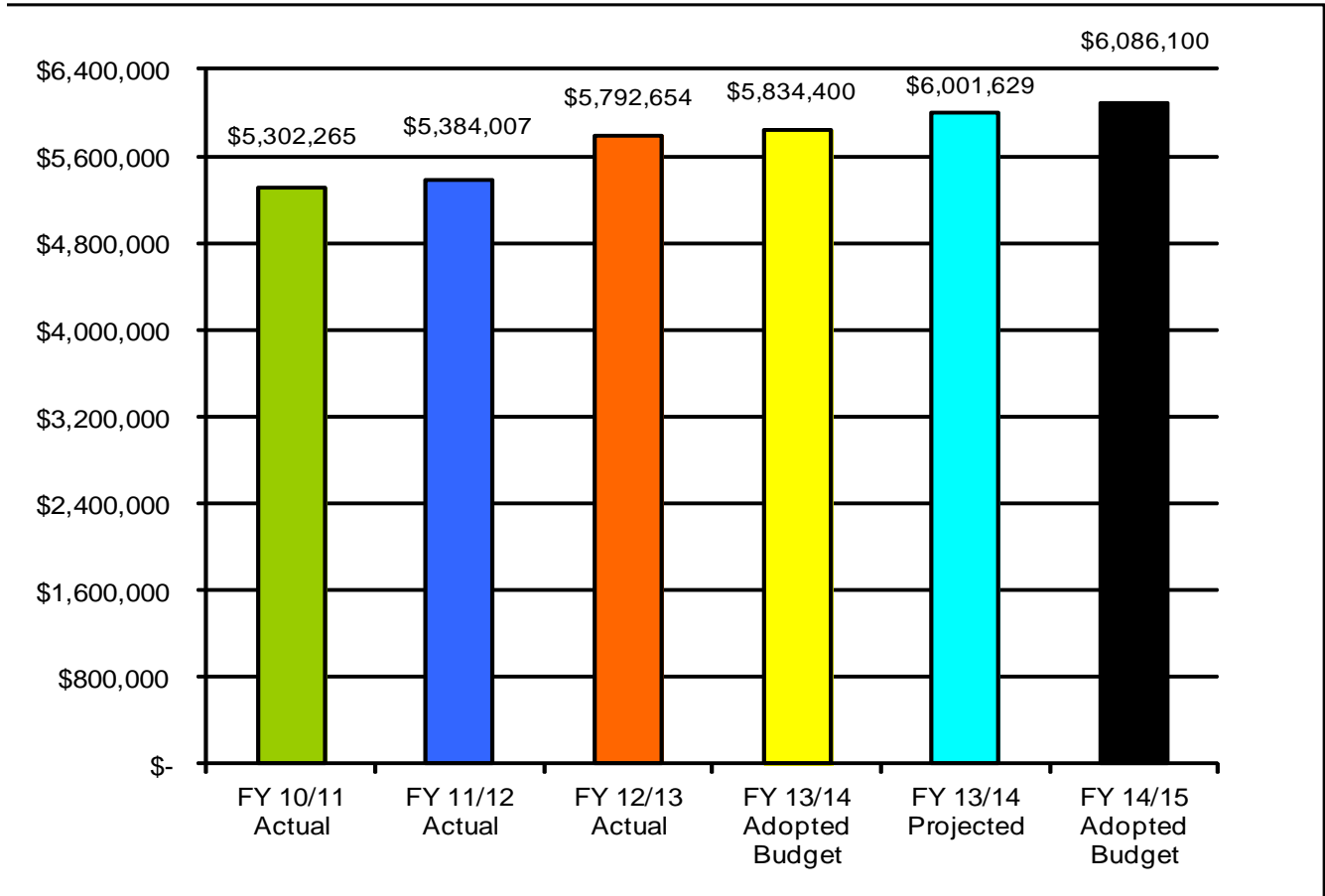
This revenue source is expected to remain flat for 2014-15. The fee is collected from all properties in the City to assist in providing fire prevention services.

2014-15 revenue	\$460,000
No change	
% of total revenue	3%

REVENUES

PROPERTY TAX

2010-11 THROUGH 2014-15



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

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.

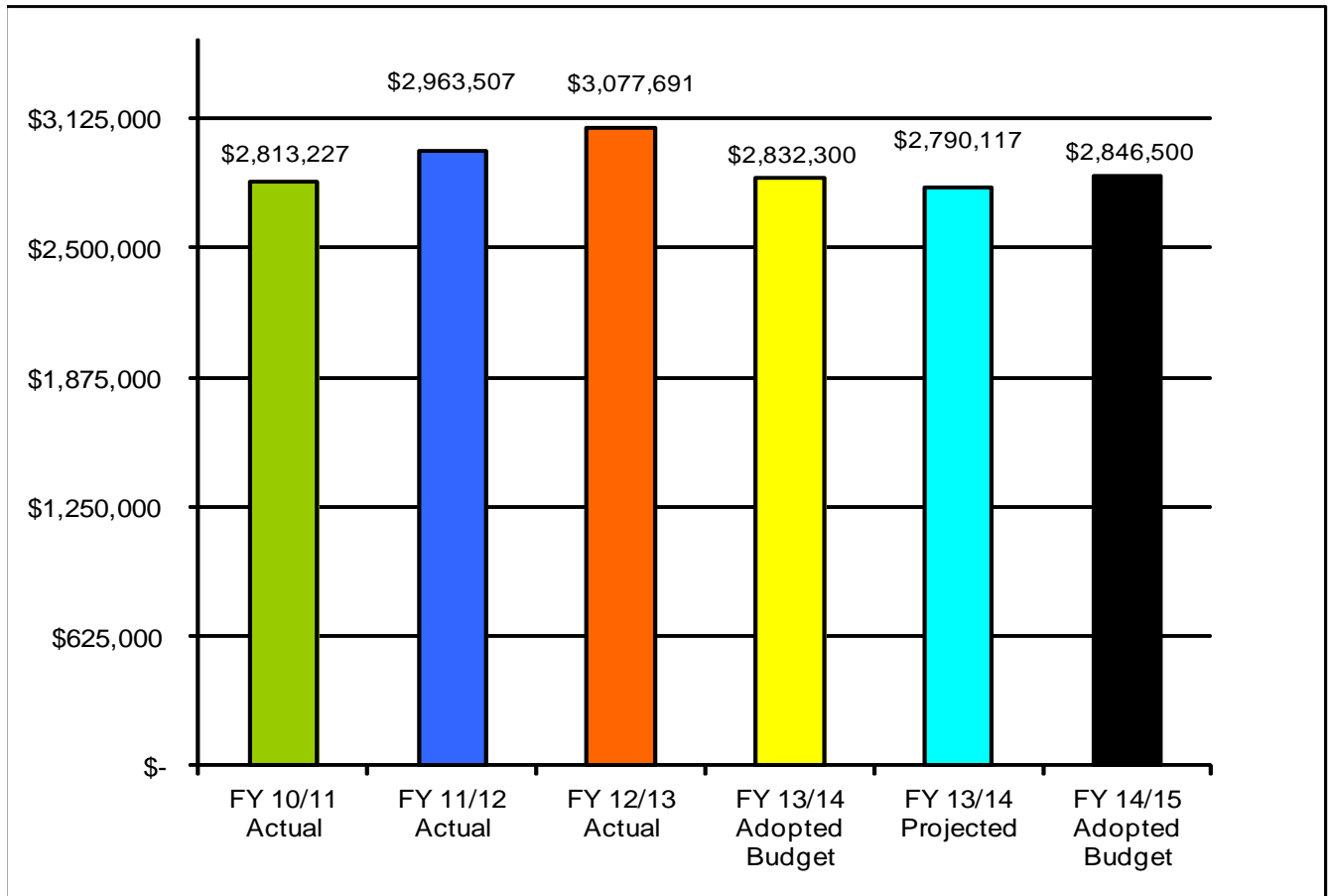
To understand how much of the property tax is actually paid to the City of Solana Beach, the following example is provided: property taxes based on \$200,000 of assessed valuation would be approximately \$2,000; Solana Beach would receive 13.4% or \$268 of the total property taxes paid depending on the 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 \$6,086,100 in FY 2014-15, which represent 42% of the total General Fund revenues.

REVENUES

SALES TAX

2010-11 THROUGH 2014-15



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.

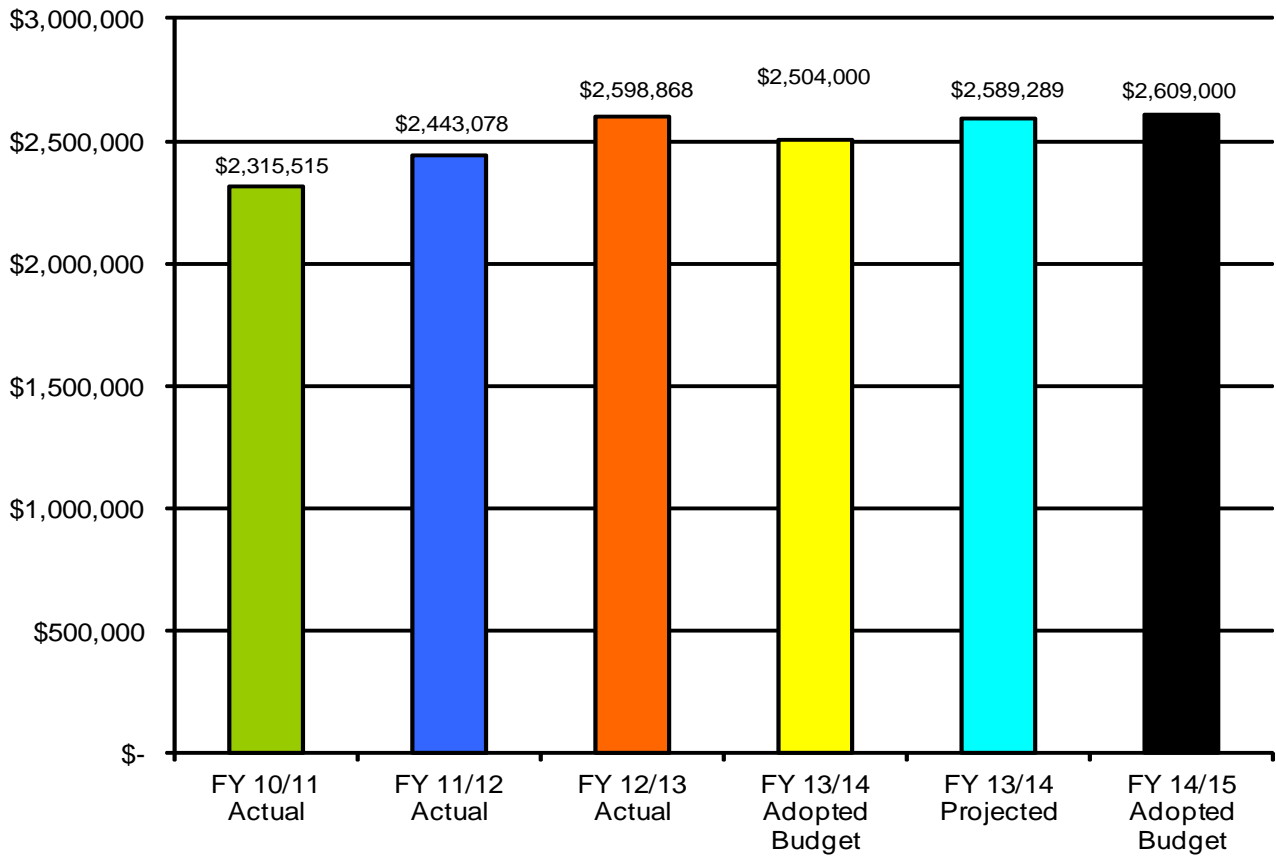
Bradley-Burns sets the local sales tax rate at 1.25%. The .25% portion of the tax goes to local transportation agencies, while 1% is for city or county general purposes.

Sales and use taxes generate approximately 19% 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 \$2,846,500 for FY 2014-15.

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 2010-11 THROUGH 2014-15



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 properties contribute 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 2014-15 are based on historical trends, negotiated agreements, and previous year's receipts. The budget anticipates collections of \$708,000 for FY 2014-15. Revenues from this

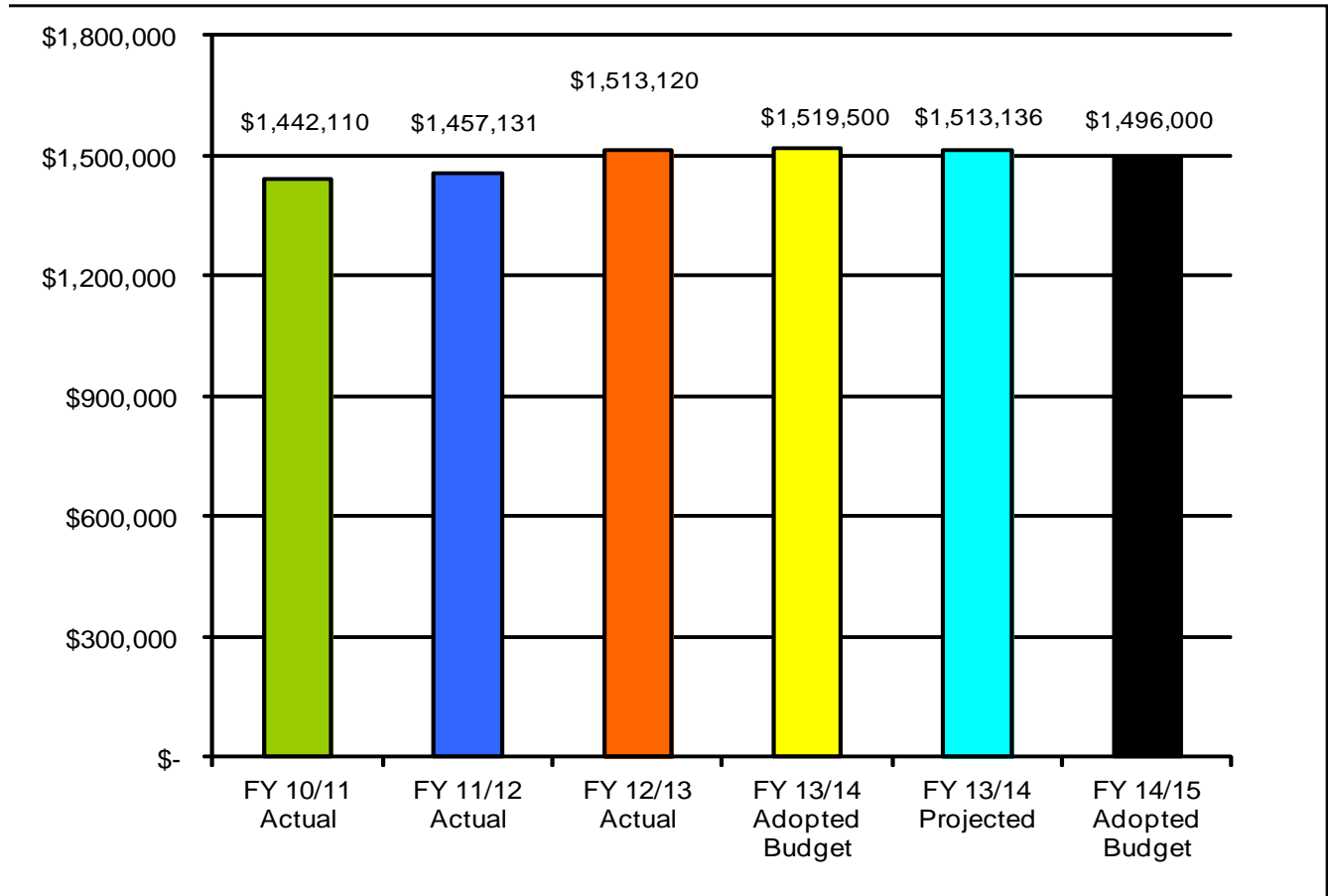
source represent 5% of the Total General Fund revenue.

TRANSIENT OCCUPANCY TAXES: This tax is levied for the privilege of occupying lodgings on a transient basis. Better known as TOT, the tax rate is 13% and added to the price of the room. The General Fund receives a rate of 10% of the 13%. The other 3% goes to the Coastal Business/Visitors and Sand Replenishment CIP funds. TOT revenues for the General Fund are estimated to be \$905,000 for FY 2014-15 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 \$247,000 to offset the costs associated with the State mandated stormwater program.

REVENUES
INTERGOVERNMENTAL REVENUE
2010-11 THROUGH 2014-15



Approximately 11% 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 \$1,226,000 from this revenue source in FY 2014-15.

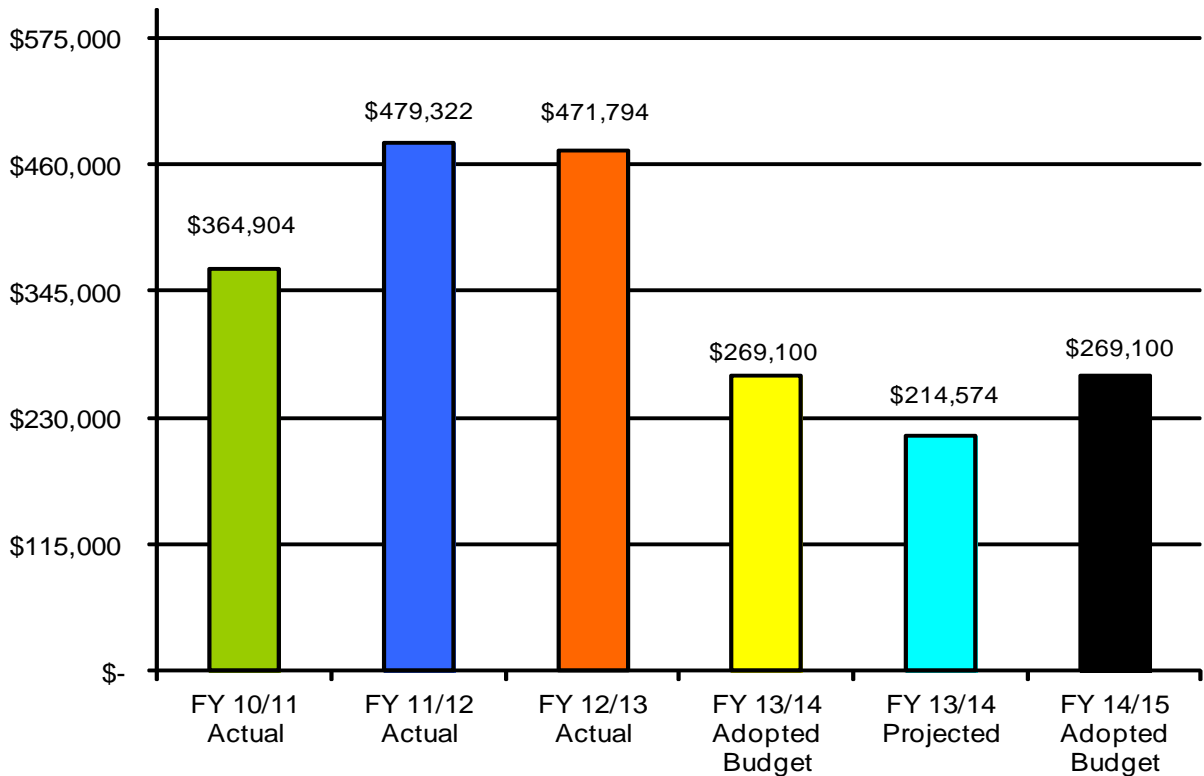
OTHER STATE & FEDERAL REVENUES: This category includes revenue received from the State Homeowners Exemption. Every homeowner in California is entitled to an exemption of \$7,000 per year for the residence they own and occupy on January 1 of every year. The City receives a portion of the fee that is collected.

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 2014-15 for the City.

REVENUES

OTHER REVENUE

2010-11 THROUGH 2014-15



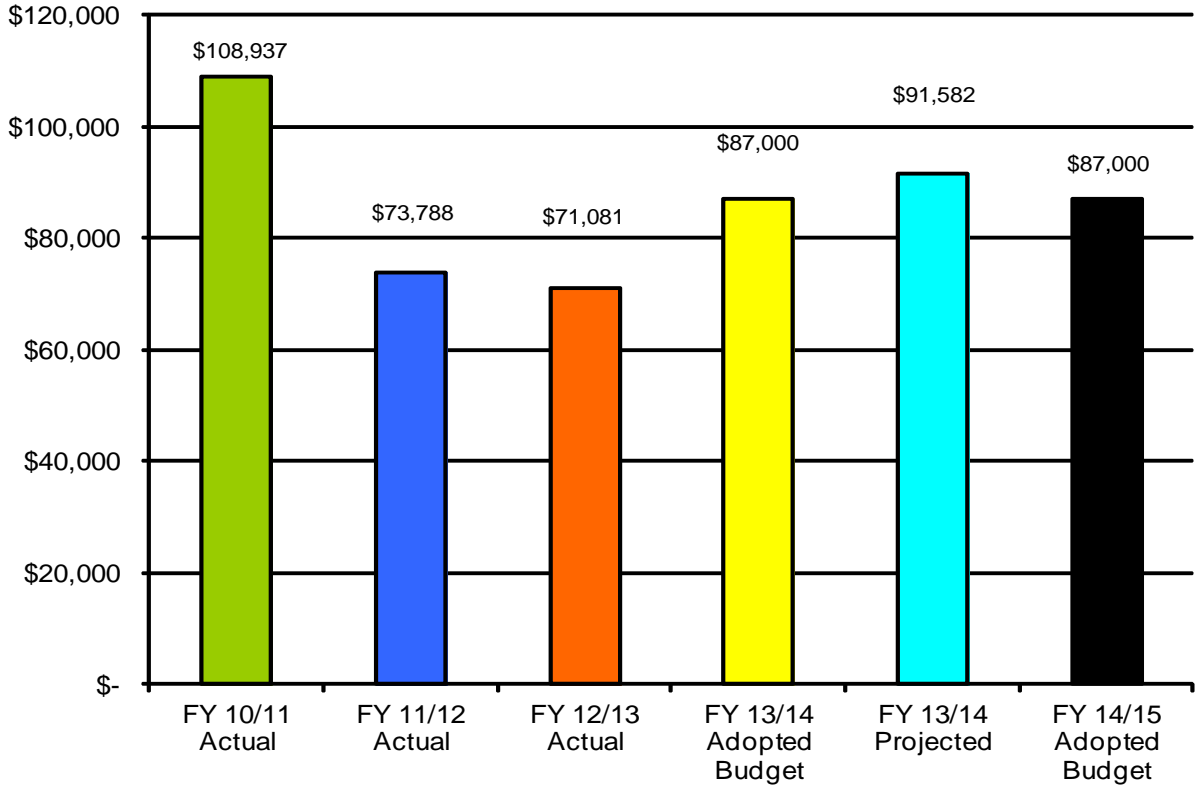
The "Other Revenue" category includes refunds, reimbursements, and miscellaneous revenues (\$110,000) received in the ordinary course of business. This category also includes funds received (\$146,600) from other funds (i.e. Sanitation, Street Lighting etc.) for the administrative services provided by City service departments (City Council, City Manager, City Clerk, Legal, Finance, Human Resources, and

Non-Departmental).

Beginning in FY 2012-13, the Junior Lifeguard Program moved to a camp fund in the special revenue funds. This move is reflected in the approximately \$200,000 reduction in revenues subsequent to FY 2012-13 as compared to prior fiscal years.

REVENUES

USE OF MONEY AND PROPERTY 2010-11 THROUGH 2014-15



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.

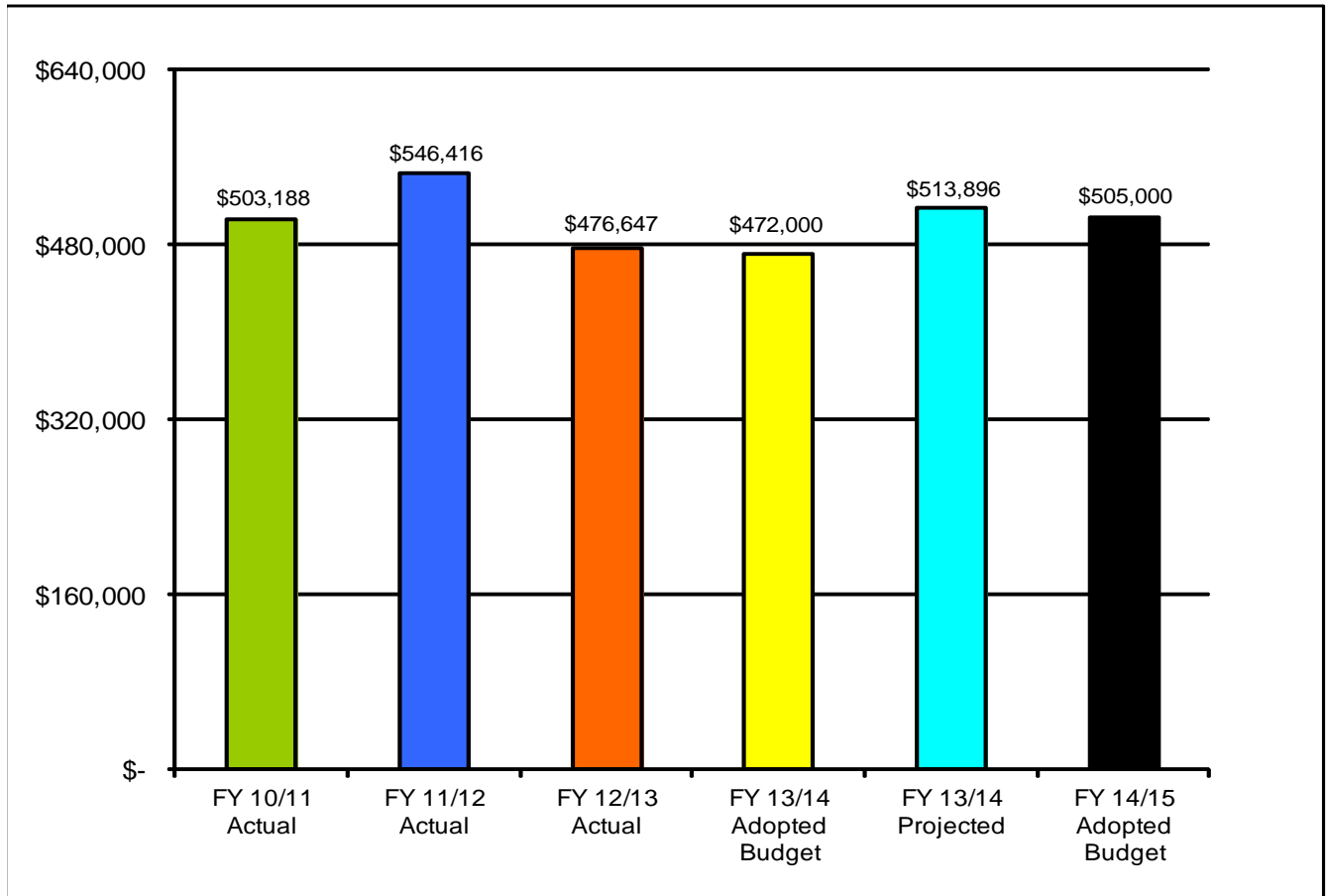
Interest income is expected to decrease due to the lower short term interest rates and steady inflation. While the portfolio will be slightly larger, interest rates are estimated to be 0.2% for FY 2014-15 and the General Fund expects to receive \$25,000 from interest earnings in FY 2014-15

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.

REVENUES

SERVICE CHARGES

2010-11 THROUGH 2014-15



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.

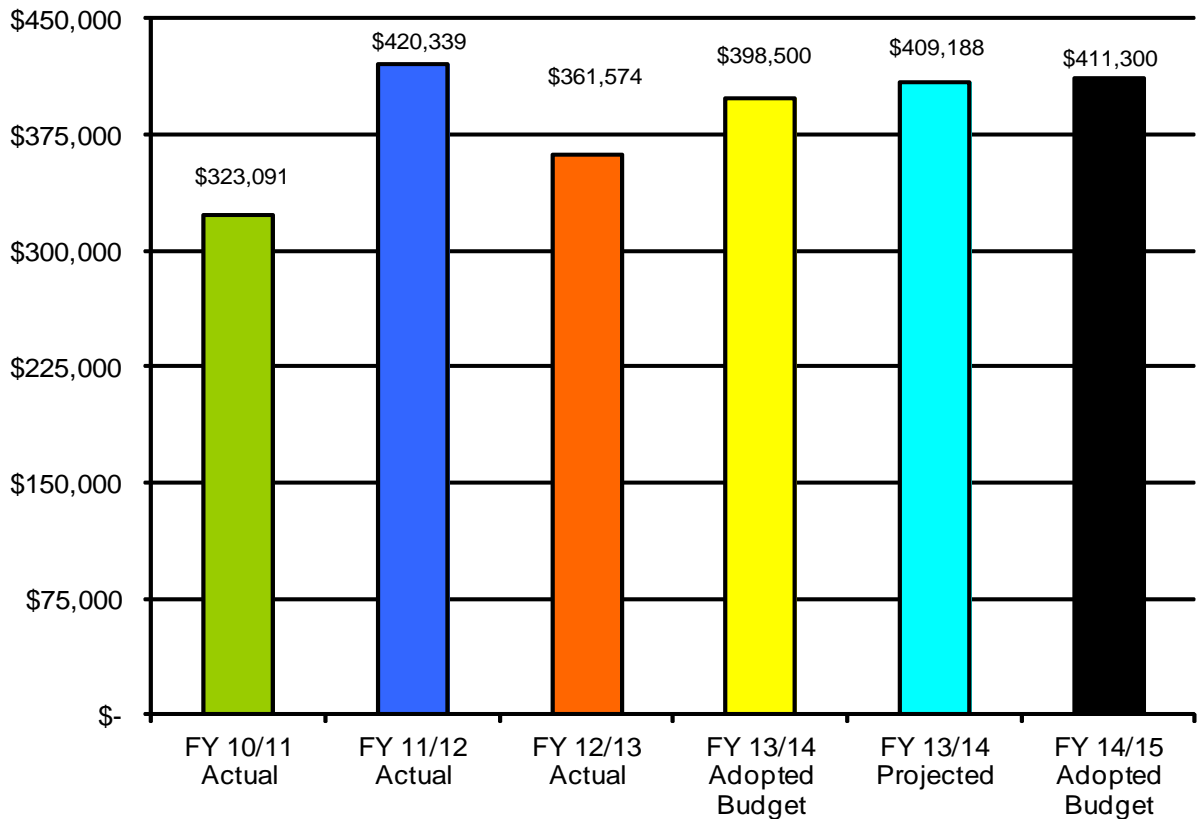
Service charges, on the other hand, are imposed to support services to individuals.

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 \$505,000 in revenue from service charges in FY 2014-15.

REVENUES

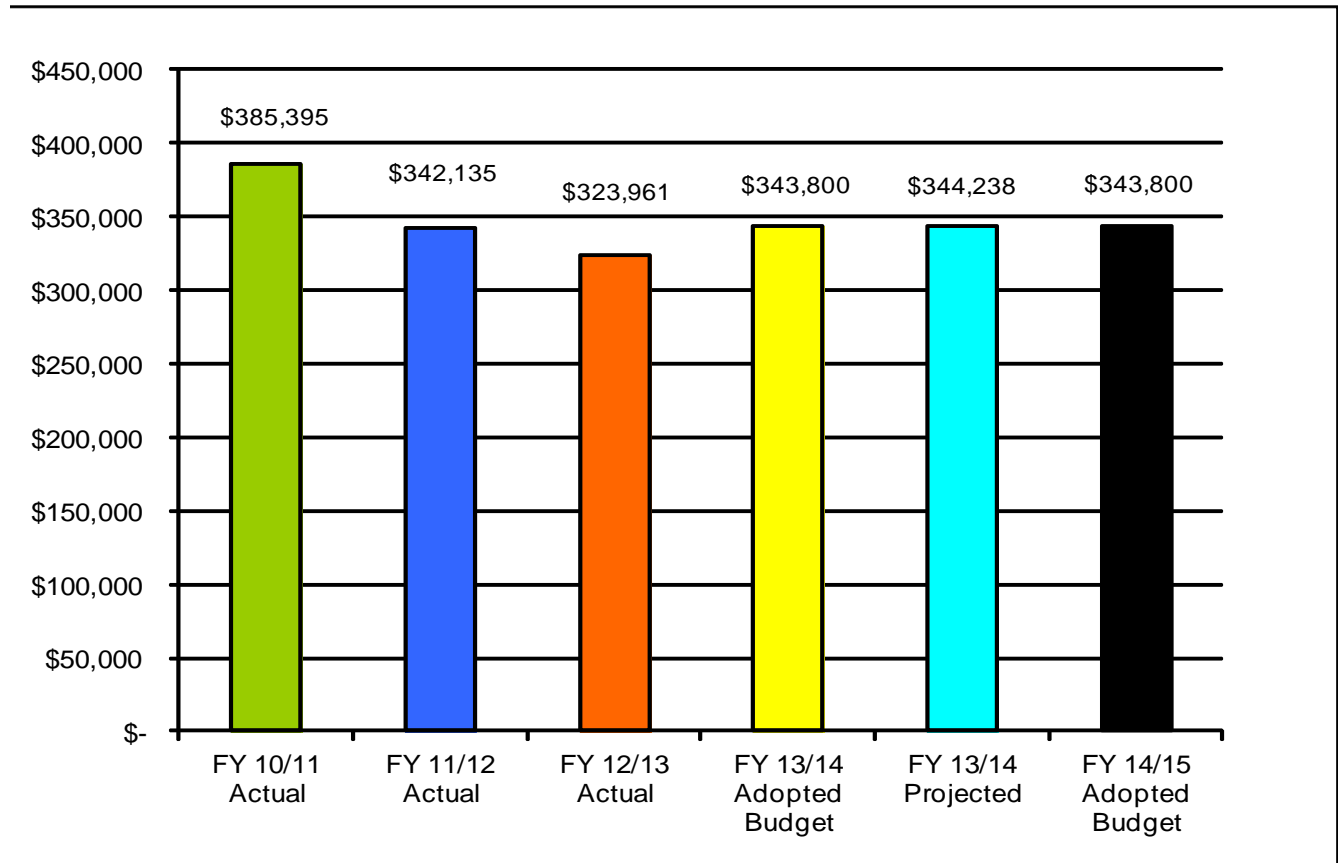
LICENSES AND PERMITS 2010-11 THROUGH 2014-15



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 \$411,300 in license and permit fees in FY 2014-15.

REVENUES
FINES AND PENALTIES
2010-11 THROUGH 2014-15



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 2014-15.

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 \$90,000 in revenue for FY 2014-15.

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 \$490 fine and the City anticipates grossing \$200,000 in FY 2014-15. The City pays a flat monthly fee to a third party vendor who administers the citation program.

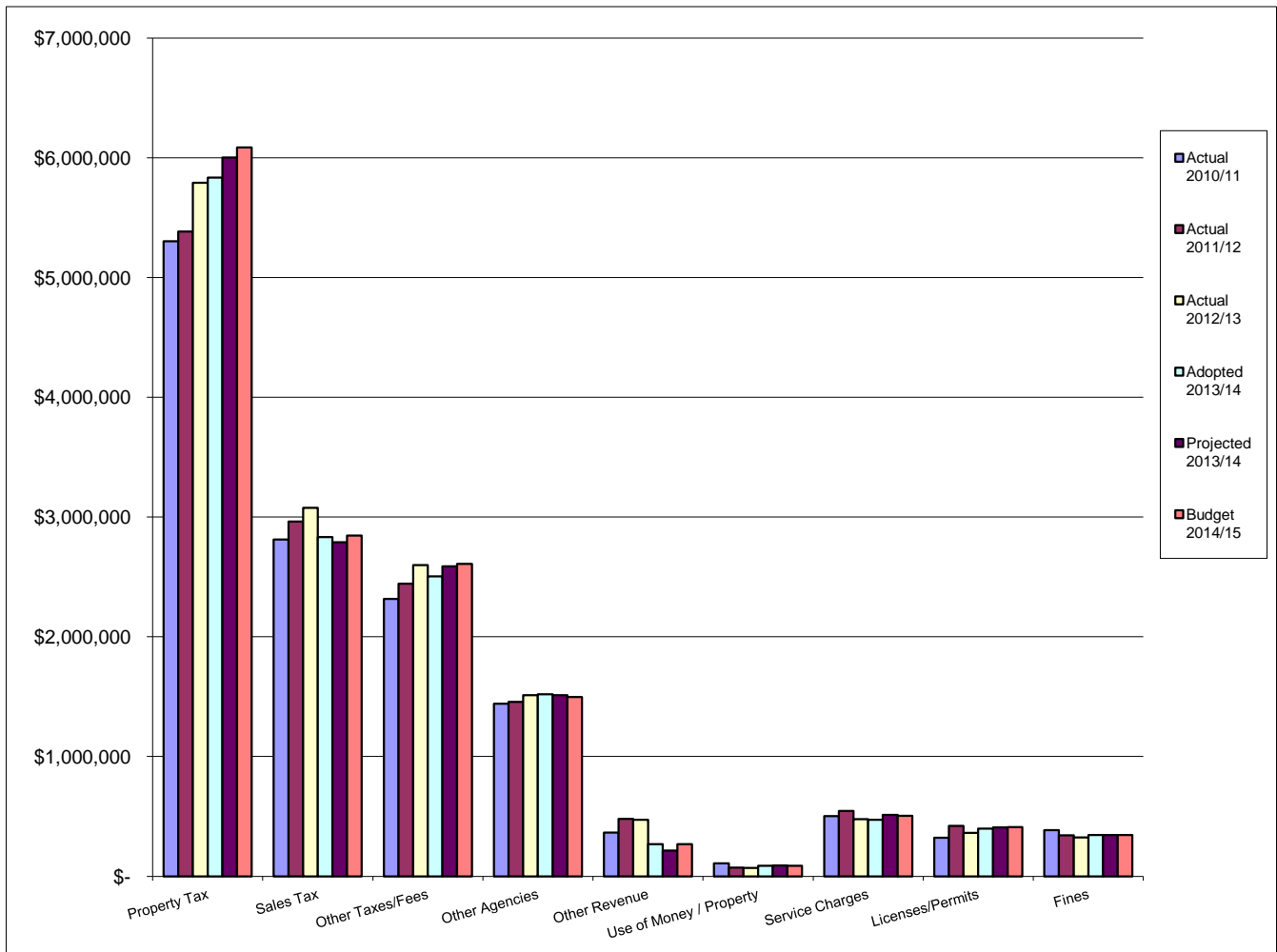
MISCELLANEOUS: The remaining \$3,800 is comprised of anticipated revenues to be received from false alarm fees and administrative citations.

REVENUES

GENERAL FUND MIX AND TREND

2010/11 Through 2014/15

	Actual 2010/11	Actual 2011/12	Actual 2012/13	Adopted 2013/14	Projected 2013/14	Adopted Budget 2014/15
Property Tax	\$ 5,302,265	\$ 5,384,007	\$ 5,792,654	\$ 5,834,400	\$ 6,001,629	\$ 6,086,100
Sales Tax	2,813,227	2,963,507	3,077,691	2,832,300	2,790,117	2,846,500
Other Taxes/Fees	2,315,515	2,443,078	2,598,868	2,504,000	2,589,289	2,609,000
Other Agencies	1,442,110	1,457,131	1,513,120	1,519,500	1,513,136	1,496,000
Other Revenue	364,904	479,322	471,794	269,100	214,574	269,100
Use of Money / Property	108,937	73,788	71,081	87,000	91,582	87,000
Service Charges	503,188	546,416	476,647	472,000	513,896	505,000
Licenses/Permits	323,091	420,339	361,574	398,500	409,188	411,300
Fines	385,395	342,135	323,961	343,800	344,238	343,800
TOTAL REVENUES	\$ 13,558,632	\$ 14,109,723	\$ 14,687,390	\$ 14,260,600	\$ 14,467,649	\$ 14,653,800







CITY OF SOLANA BEACH FY 2013-2014 AND 2014-2015 BUDGET - FUND BALANCE

FUND #	FUND NAME	FISCAL YEAR 2013-2014				FISCAL YEAR 2014-2015		
		07/01/13 FUND BALANCE	REVENUE/ OTHER SOURCES	EXPENDITURE/ OTHER USES	PROJ 06/30/14 FUND BALANCE	REVENUE/ OTHER SOURCES	EXPENDITURE/ OTHER USES	PROJ 06/30/15 FUND BALANCE
GENERAL FUND (Major Fund)								
RESERVES								
	Public Facilities	150,365	-	-	150,365	20,000	-	170,365
	Park Fees	29,103	600	-	29,703	-	-	29,703
	Community Television Production	35,275	27,000	27,000	35,275	27,000	27,000	35,275
	Street Sweeping	114,963	-	45,500	69,463	45,000	45,500	68,963
	In-Lieu Housing Fees	100,786	-	-	100,786	-	-	100,786
	Parks & Recreation	22,312	-	-	22,312	-	-	22,312
	Public Arts	4,914	-	-	4,914	-	-	4,914
	TOTAL RESERVES	457,718	27,600	72,500	412,818	92,000	72,500	432,318
DESIGNATIONS								
	Contingencies (17% of operating exp)	2,335,600	-	-	2,335,600	70,000	-	2,405,600
	Housing	1,499,500	-	-	1,499,500	-	-	1,499,500
	TOTAL DESIGNATIONS	3,835,100	-	-	3,835,100	70,000	-	3,905,100
	TOTAL UNDESIGNATED	4,093,674	14,440,049	15,170,521	3,363,202	14,491,800	14,152,400	3,702,602
001	SUBTOTAL GENERAL FUND	8,386,492	14,467,649	15,243,021	7,611,120	14,653,800	14,224,900	8,040,020
120	Risk Management Insurance	581,554	574,001	485,641	669,914	406,900	555,700	521,114
125	Workers' Compensation Insurance	522,291	483,603	369,197	636,697	262,800	405,600	493,897
135	Asset Replacement	1,796,841	314,900	263,863	1,847,878	314,900	187,500	1,975,278
140	Facilities Replacement	-	-	-	-	100,000	-	100,000
150	PERS Side Fund	(2,405,857)	454,800	57,139	(2,008,196)	465,600	47,700	(1,590,296)
	TOTAL GENERAL FUND	8,881,321	16,294,953	16,418,861	8,757,413	16,204,000	15,421,400	9,540,013
SPECIAL REVENUE FUNDS (Non-Major Funds)								
202	State Gas Tax Fund	729,051	394,914	546,914	577,051	352,800	502,700	427,151
	<u>Special Districts</u>							
203	MID 33 Highway 101	334,398	95,600	71,015	358,983	95,600	73,700	380,883
204	MID 9C Santa Fe Hills	(802)	258,600	248,439	9,359	258,600	250,500	17,459
205	MID 9E Isla Verde	3,293	6,000	5,900	3,393	6,000	6,000	3,393
207	MID 9H San Elijo #2	104,779	92,850	83,100	114,529	92,700	83,100	124,129
208	Coastal Rail Trail Maintenance District	45,693	71,600	69,700	47,593	72,500	72,500	47,593
211	Street Light District	1,052,463	421,292	328,282	1,145,473	421,300	340,400	1,226,373
	Total Special Districts	1,539,825	945,942	806,436	1,679,331	946,700	826,200	1,799,831
212	Transnet Non-Motorized/Proposition A	-	-	-	-	-	-	-
213	Developer Pass-Thru	100,106	24,200	80,020	44,286	100,000	100,000	44,286
214	Fire Mitigation Fees	24,209	1,500	15,000	10,709	3,000	15,000	(1,291)
215	Department of Boating & Waterways	73,335	-	78,600	(5,265)	-	-	(5,265)
218	Transnet - Motorized	(5,855)	-	-	(5,855)	-	-	(5,855)
219	COPS	114,812	100,000	100,000	114,812	-	100,000	14,812
220	TDA	-	-	-	-	-	-	-
228	Transnet Extension	(5,143,051)	6,663,104	1,575,220	(55,167)	550,000	550,000	(55,167)
240	CDBG	(15,544)	40,458	40,458	(15,544)	-	-	(15,544)
241	CALTRANS	59,634	-	-	59,634	-	-	59,634
243	SEEG/EEM	-	-	-	-	-	-	-

CITY OF SOLANA BEACH FY 2013-2014 AND 2014-2015 BUDGET - FUND BALANCE

FUND #	FUND NAME	FISCAL YEAR 2013-2014				FISCAL YEAR 2014-2015			
		07/01/13 FUND BALANCE	REVENUE/ OTHER SOURCES	EXPENDITURE/ OTHER USES	PROJ 06/30/14 FUND BALANCE	REVENUE/ OTHER SOURCES	EXPENDITURE/ OTHER USES	PROJ 06/30/15 FUND BALANCE	
244	TEA21/ISTEA	(128,296)	-	-	(128,296)	-	-	(128,296)	
245	TEA	(40,674)	-	-	(40,674)	-	-	(40,674)	
246	Miscellaneous Grants	6,098	136,000	136,000	6,098	-	-	6,098	
250	Coastal Business/Visitors TOT	271,697	92,994	53,172	311,519	90,900	45,500	356,919	
255	Camp Programs	133,065	250,000	251,579	131,486	250,000	252,200	129,286	
263	Housing	427,402	1,000	-	428,402	800	-	429,202	
264	City/RDA Low/Moderate Housing	-	-	-	-	-	-	-	
265	Affordable Housing Grant	529,284	1,200	220,745	309,739	-	-	309,739	
270	Public Safety Special Revenue	67,458	136,374	208,664	(4,832)	19,500	24,000	(9,332)	
TOTAL SPECIAL REVENUE FUNDS		(1,257,445)	8,787,686	4,112,808	3,417,433	2,313,700	2,415,600	3,315,533	
DEBT SERVICE FUNDS (Non-Major Funds)									
317	Public Facilities	60	154,300	154,280	80	149,000	149,000	80	
320	Capital Leases	24,376	70,400	70,374	24,402	70,400	70,400	24,402	
TOTAL DEBT SERVICE FUNDS		24,436	224,700	224,654	24,482	219,400	219,400	24,482	
CAPITAL PROJECTS FUNDS (Non-Major Funds)									
420	Public Improvement Grant	5,524	638,308	350,230	293,602	-	288,100	5,502	
450	Sand Replenishment TOT	425,387	191,788	314,350	302,825	181,800	289,800	194,825	
459	City CIP Fund	425,630	1,610,840	1,804,931	231,539	340,700	570,000	2,239	
47X	Assessment Districts	157,456	800	-	158,256	1,200	-	159,456	
TOTAL CAPITAL PROJECTS FUNDS		1,013,997	2,441,736	2,469,511	986,222	523,700	1,147,900	362,022	
PROPRIETARY FUNDS (Major Fund)									
509	Sanitation Net Position (Undesignated)	31,452,389	4,937,910	5,837,337	30,552,962	5,011,900	6,842,400	28,722,462	
TOTAL PROPRIETARY FUNDS		31,452,389	4,937,910	5,837,337	30,552,962	5,011,900	6,842,400	28,722,462	
SUCCESSOR AGENCY									
65X	Successor Agency Net Position (not including Long-Term Debt)	909,057	566,847	1,211,637	264,267	550,000	585,100	229,167	
TOTAL PRIVATE PURPOSE TRUST FUND		909,057	566,847	1,211,637	264,267	550,000	585,100	229,167	
TOTAL FUND BALANCE - ALL FUNDS		41,023,755	33,253,832	30,274,808	44,002,779	24,822,700	26,631,800	42,193,679	

REVENUE SUMMARY BY FUND

FUND	DESCRIPTION	2011-2012	2012-2013	2013-2014	2013-2014	2014-2015
		ACTUAL	ACTUAL	ADOPTED	PROJECTED	ADOPTED BUDGET
001	GENERAL FUND	14,109,723	14,725,083	14,260,600	14,467,649	14,653,800
120	RISK MANAGEMENT/INSURANCE	382,075	379,044	535,000	574,001	406,900
125	WORKER'S COMPENSATION INS	271,615	490,883	461,500	483,603	262,800
135	ASSET REPLACEMENT	294,944	314,295	316,900	314,900	314,900
140	FACILITIES REPLACEMENT	-	-	-	-	100,000
150	PERS SIDE FUND	426,648	440,514	454,800	454,800	465,600
202	GAS TAX	436,940	321,457	407,600	394,914	352,800
203	MID 33 HIGHWAY 101	98,912	104,750	95,800	95,600	95,600
204	MID 9C SANTA FE HILLS	253,933	262,598	258,600	258,600	258,600
205	MID 9E ISLA VERDE	5,980	6,084	6,000	6,000	6,000
207	MID 9H SAN ELIJO #2	93,129	97,318	90,900	92,850	92,700
208	CRT MAINTENANCE DISTRICT	69,509	70,144	71,600	71,600	72,500
211	STREET LIGHT DISTRICT	709,552	491,567	424,600	421,292	421,300
212	PROPOSITION A/TRANSNET NM	596	-	-	-	-
213	DEVELOPER PASS-THRU	47,579	30,027	100,000	24,200	100,000
214	FIRE MITIGATION FEES	3,077	2,569	3,000	1,500	3,000
215	BOATING & WATERWAYS	-	340,624	165,000	-	-
218	TRANSNET MOTORIZED	2,028	(181)	-	-	-
219	COPS	214,812	100,000	200	100,000	-
220	TDA	25,000	-	-	-	-
228	TRANSNET II	3,623	3,623	300	6,663,104	550,000
240	CDBG	63,337	101,582	-	40,458	-
241	CALTRANS	(2)	-	100	-	-
244	TEA21/ISTEA	-	-	-	-	-
245	TEA	-	-	-	-	-
246	MISCELLANEOUS GRANT FUND	19,508	-	136,000	136,000	-
250	COASTAL BUSINESS/VISTORS	90,615	95,744	86,900	92,994	90,900
255	CAMP PROGRAMS	-	233,246	250,000	250,000	250,000
263	HOUSING	1,371	838	1,400	1,000	800
264	CITY/RDA LOW_MODERATE HOUSING	92,902	-	-	-	-
265	AFFORDABLE HOUSING GRANT	747,675	1,161	2,100	1,200	-
270	PUBLIC SAFETY SPECIAL REVENUES	81,432	188,210	19,500	136,374	19,500
317	PUBLIC FACILITIES	1,585,622	117,700	154,300	154,300	149,000
320	CAPITAL LEASE	154,400	225,400	70,400	70,400	70,400
362	SA/RDA DEBT SERVICE	371,340	-	-	-	-
416	SA/RDA CAPITAL PROJECTS	643,610	577	-	-	-
420	PUBLIC IMPROVEMENT GRANT	648,309	-	-	638,308	-
450	SAND REPLENISHMENT/RETENTION CIP	173,213	183,182	174,200	191,788	181,800
459	MISC. CAPITAL PROJECTS	899,207	736,846	309,000	1,610,840	340,700
47X	ASSESSMENT DISTRICTS CIP	679	(67)	1,200	800	1,200
509	SANITATION	4,938,839	4,833,847	6,708,600	4,937,910	5,011,900
65X	SUCCESSOR AGENCY	88,034	1,399,985	550,000	566,847	550,000
TOTAL CITY & RDA FUNDS		28,049,766	26,298,650	26,116,100	33,253,832	24,822,700

REVENUES BY MAJOR CATEGORIES AND SOURCES

	2011-2012 ACTUAL	2012-2013 ACTUAL	2013-2014 ADOPTED BUDGET	2013-2014 PROJECTED	2014-2015 ADOPTED BUDGET
GENERAL FUND (Major Fund)					
Tax Revenues					
Property Taxes - Current	5,368,463	5,736,828	5,754,400	5,946,629	6,006,100
Property Taxes - Delinquent	15,544	55,826	80,000	55,000	80,000
Total Property Taxes	5,384,007	5,792,654	5,834,400	6,001,629	6,086,100
Sales and Use Tax	2,264,157	2,348,093	2,130,400	2,075,789	2,156,100
Sales Tax (County)	699,350	729,598	701,900	714,328	690,400
Transient Occupancy Tax - Hotels	711,635	745,901	710,000	747,145	750,000
TOT - Short-term Vacation Rentals	148,647	166,558	155,000	157,794	155,000
Franchise Fees	685,336	698,672	708,000	708,161	708,000
Property Transfer Tax	108,684	171,335	120,000	182,816	185,000
Street Sweeping	44,057	44,512	45,000	44,925	45,000
Hazardous Household Waste	28,618	29,239	29,000	29,803	29,000
Fire Benefit Fees	439,948	437,721	460,000	453,317	460,000
Solid Waste Fee NPDES	247,628	242,274	247,000	235,879	247,000
RDA Pass Thru Payments	28,526	62,656	30,000	29,449	30,000
Total Taxes and Fees Revenues	10,790,592	11,469,213	11,170,700	11,381,035	11,541,600
Licenses and Permits					
Business Registration	136,063	123,486	145,000	137,482	145,000
Building/Plumbing/Electrical/ Permits	225,099	177,395	195,500	215,185	210,000
Animal Licenses	19,793	19,300	21,000	20,000	19,300
Other Special Permits	39,384	41,393	37,000	36,521	37,000
Total Licenses and Permits	420,339	361,574	398,500	409,188	411,300
Fines and Penalties					
CVC Fines	42,092	34,502	50,000	38,143	50,000
Admin Citations	1,400	1,200	1,500	9,582	1,500
Parking Citations	91,690	91,761	90,000	89,791	90,000
Red Light Citations	204,874	192,333	200,000	203,922	200,000
False Alarm Fines	2,080	4,165	2,300	2,800	2,300
Total Fines and Penalties	342,135	323,961	343,800	344,238	343,800
Use of Money and Property					
Investment Interest Earnings	22,912	16,849	35,000	22,153	25,000
Property Rental	50,876	54,232	52,000	69,429	62,000
Total Investments and Rentals	73,788	71,081	87,000	91,582	87,000
Intergovernmental Revenues					
Motor Vehicle in-Lieu	1,153,394	1,214,296	1,226,000	1,231,636	1,230,000
State Homeowners Exemption (HOE)	52,084	53,808	53,000	53,000	53,000
Off Track Betting (OTB)	51,597	51,123	50,000	47,800	50,000
CSA 17	-	-	-	-	-
Fire Revenue from Other Agencies	173,168	170,428	170,500	170,500	143,000
Miscellaneous	26,888	23,465	20,000	10,200	20,000
Total Intergovernmental Revenues	1,457,131	1,513,120	1,519,500	1,513,136	1,496,000

REVENUES BY MAJOR CATEGORIES AND SOURCES

	2011-2012 ACTUAL	2012-2013 ACTUAL	2013-2014 ADOPTED BUDGET	2013-2014 PROJECTED	2014-2015 ADOPTED BUDGET
Service Charges					
Planning and Zoning	165,445	152,413	150,000	165,000	190,000
Building/Plan Check Fees	146,579	133,649	150,000	163,000	150,000
Public Facilities Fees	51,257	25,584	20,000	40,400	20,000
Engineering Fees	85,976	108,544	75,000	92,390	75,000
Ramp Fees	-	-	5,000	-	5,000
Fire Plan Check Fees	66,174	50,271	70,000	52,506	65,000
Recreation Fees	30,331	5,586	2,000	-	-
Park Fees	655	600	-	600	-
Total Service Charges	546,416	476,647	472,000	513,896	505,000
Other Revenues					
Junior Lifeguard Program	228,971	119,170	-	-	-
Special Contributions	10,300	10,000	12,500	15,667	12,500
Miscellaneous Revenues	84,633	164,913	110,000	52,307	110,000
Administration Charges	155,419	177,711	146,600	146,600	146,600
Total Other Revenues	479,322	471,794	269,100	214,574	269,100
Subtotal General Fund	14,109,723	14,687,390	14,260,600	14,467,649	14,653,800
Risk Management Insurance					
Investment Interest Earnings	713	595	2,500	772	1,000
Miscellaneous Revenues	25,362	58,549	2,500	43,229	2,500
Departmental Charges	356,000	319,900	530,000	530,000	403,400
Total Risk Management	382,075	379,044	535,000	574,001	406,900
Workers' Compensation Insurance					
Investment Interest Earnings	615	228	1,500	700	800
Miscellaneous Revenues	-	31,055	-	22,903	-
Departmental Charges	271,000	459,600	460,000	460,000	262,000
Total Worker's Compensation	271,615	490,883	461,500	483,603	262,800
Asset Replacement					
Investment Interest Earnings	5,844	3,395	6,000	4,000	4,000
Miscellaneous Revenues	-	-	-	-	-
Departmental Charges	289,100	310,900	310,900	310,900	310,900
Total Asset Replacement	294,944	314,295	316,900	314,900	314,900
Facilities Replacement					
Departmental Charges	-	-	-	-	100,000
PERS Side Fund					
Departmental Charges	426,648	440,514	454,800	454,800	465,600
TOTAL GENERAL FUND	15,485,005	16,312,126	16,028,800	16,294,953	16,204,000

REVENUES BY MAJOR CATEGORIES AND SOURCES

	2011-2012 ACTUAL	2012-2013 ACTUAL	2013-2014 ADOPTED BUDGET	2013-2014 PROJECTED	2014-2015 ADOPTED BUDGET
SPECIAL REVENUE FUNDS (Minor Funds)					
State Gas Tax Fund					
Investment Interest Earnings	2,390	1,290	1,800	1,518	1,800
State Gas Taxes	434,549	320,167	405,800	393,396	351,000
Total State Gas Tax Fund	436,940	321,457	407,600	394,914	352,800
MID 33 Highway 101					
Property Tax	84,985	91,276	83,000	83,000	83,000
Benefit Fees	12,305	12,117	11,500	11,500	11,500
State HOE	823	849	600	600	600
Investment Interest Earnings	800	508	700	500	500
Total MID 33 Highway 101	98,912	104,750	95,800	95,600	95,600
MID 9C Santa Fe Hills					
Property Tax	156,516	165,387	162,000	162,000	162,000
Benefit Fees	95,842	95,624	95,000	95,000	95,000
State HOE	1,512	1,535	1,500	1,500	1,500
Investment Interest Earnings	63	52	100	100	100
Total MID 9C Santa Fe Hills	253,933	262,598	258,600	258,600	258,600
MID 9E Isla Verde					
Benefit Fees	5,980	6,084	6,000	6,000	6,000
MID 9H San Elijo #2					
Property Tax	58,585	62,070	56,200	58,000	58,000
Benefit Fees	33,924	34,652	34,200	34,200	34,200
State HOE	556	577	400	400	400
Investment Interest Earnings	64	19	100	250	100
Total MID 9H San Elijo #2	93,129	97,318	90,900	92,850	92,700
Coastal Rail Trail Maintenance District					
Benefit Fees	69,455	70,130	71,600	71,600	72,500
Investment Interest Earnings	54	14	-	-	-
Total CRT Maintenance District	69,509	70,144	71,600	71,600	72,500
Street Light District					
Property Tax	340,683	372,416	338,900	338,900	338,900
Benefit Fees	78,790	80,138	76,700	76,692	76,700
State HOE	3,309	3,478	3,200	3,200	3,200
Investment Interest Earnings	4,983	3,120	5,800	2,500	2,500
Proceeds from Long Term Debt	281,788	32,415	-	-	-
Total Street Light District	709,552	491,567	424,600	421,292	421,300
Developer Pass-Thru					
Investment Interest Earnings	-	60	-	-	-
Charges for Services	47,579	29,967	100,000	24,200	100,000
Total Developer Pass-Thru	47,579	30,027	100,000	24,200	100,000
Fire Mitigation Fees					
Charges for Services	3,077	2,569	3,000	1,500	3,000
Department of Boating & Waterways					
Intergovernmental	-	340,624	165,000	-	-
Transnet - Motorized					
Investment Interest Earnings	2,028	(181)	-	-	-

REVENUES BY MAJOR CATEGORIES AND SOURCES

	2011-2012 ACTUAL	2012-2013 ACTUAL	2013-2014 ADOPTED BUDGET	2013-2014 PROJECTED	2014-2015 ADOPTED BUDGET
COPS					
Intergovernmental	214,693	100,000	-	100,000	-
Investment Interest Earnings	120	-	200	-	-
Total COPS	214,812	100,000	200	100,000	-
TDA					
Intergovernmental	25,000	-	-	-	-
Transnet Extension					
Intergovernmental	3,623	3,623	-	1,193,414	550,000
Proceeds from Long Term Debt	-	-	-	5,454,370	-
Investment Interest Earnings	-	-	300	15,320	-
Total Transnet II	3,623	3,623	300	6,663,104	550,000
CDBG					
Intergovernmental	63,337	101,582	-	40,458	-
CALTRANS					
Investment Interest Earnings	(2)	-	100	-	-
Miscellaneous Grants					
Intergovernmental	19,508	-	136,000	136,000	-
Coastal Business/Visitors TOT					
Transient Occupancy Tax - Hotels	71,163	74,590	71,000	74,715	75,000
TOT - Short-term Vacation Rentals	14,940	16,656	15,500	15,779	15,500
Investment Interest Earnings	512	349	400	500	400
Miscellaneous Revenues	4,000	4,149	-	2,000	-
Total Coastal Business/Visitors	90,615	95,744	86,900	92,994	90,900
Camp Programs					
Junior Lifeguard Program	-	200,146	220,000	220,000	220,000
Recreation Camps	-	33,100	30,000	30,000	30,000
Total Camp Programs	-	233,246	250,000	250,000	250,000
Housing					
Investment Interest Earnings	1,371	838	1,400	1,000	800
City/RDA Low/Moderate Housing					
Tax Increment	92,787	-	-	-	-
Investment Interest Earnings	115	-	-	-	-
Total RDA Low/Moderate Housing	92,902	-	-	-	-
Affordable Housing Grant Fund					
Investment Interest Earnings	854	1,161	2,100	1,200	-
Public Safety Special Revenues					
CSA 17	78,590	162,672	19,500	19,500	19,500
Intergovernmental	-	-	-	113,427	-
Miscellaneous Revenues	2,842	21,217	-	3,447	-
	81,432	183,889	19,500	136,374	19,500
TOTAL SPECIAL REVENUE FUNDS	2,314,091	2,447,040	2,119,600	8,787,686	2,313,700
DEBT SERVICE FUNDS (Minor Funds)					
Public Facilities					
Other Financing Sources	1,393,100	-	-	-	-
Investment Interest Earnings	4,122	-	-	-	-
	1,397,222	-	-	-	-
RDA Debt Service					
Investment Interest Earnings	193	-	-	-	-
Tax Increment	371,147	-	-	-	-
Total RDA Debt Service	371,340	-	-	-	-
TOTAL DEBT SERVICE FUNDS	1,768,562	-	-	-	-

REVENUES BY MAJOR CATEGORIES AND SOURCES

	2011-2012 ACTUAL	2012-2013 ACTUAL	2013-2014 ADOPTED BUDGET	2013-2014 PROJECTED	2014-2015 ADOPTED BUDGET
CAPITAL PROJECTS FUNDS (Minor Funds)					
Redevelopment Capital Projects					
Investment Interest Earnings	427	577	-	-	-
Sand Replenishment TOT					
Transient Occupancy Tax - Hotels	142,327	149,180	142,000	149,429	150,000
TOT - Short-term Vacation Rentals	29,880	33,312	31,000	31,559	31,000
Investment Interest Earnings	1,006	690	1,200	800	800
Miscellaneous Revenues	-	-	-	10,000	-
Total Sand Replenishment	173,213	183,182	174,200	191,788	181,800
City CIP Fund					
Intergovernmental	70,365	-	-	475,000	120,000
Investment Interest Earnings	1,479	1,173	2,000	700	700
Miscellaneous Revenues	111,195	378,465	100,000	87,967	100,000
Proceeds from Long Term Debt	536,908	-	-	-	-
Total Misc. Capital Projects	719,947	379,638	102,000	563,667	220,700
Assessment Districts					
Investment Interest Earnings	679	(67)	1,200	800	1,200
TOTAL CAPITAL PROJECTS FUNDS	894,265	563,330	277,400	756,255	403,700
PROPRIETARY FUNDS (Major Fund)					
Sanitation					
Service Charges	4,517,004	4,708,765	4,698,900	4,788,010	4,907,700
Investment Interest Earnings/Rentals	152,478	78,612	95,900	99,800	90,400
Miscellaneous Revenues	269,358	46,470	13,800	50,100	13,800
Proceeds from Long Term Debt	-	-	1,900,000	-	-
Total Sanitation	4,938,839	4,833,847	6,708,600	4,937,910	5,011,900
TOTAL PROPRIETARY FUNDS	4,938,839	4,833,847	6,708,600	4,937,910	5,011,900
TOTAL - CITY FUNDS	25,400,762	24,156,343	25,134,400	30,776,804	23,933,300
SUCCESSOR AGENCY					
Successor Agency	88,034	565,978	550,000	566,847	550,000
OTHER SOURCES OF FUNDS					
Transfers In					
General Fund					
Asset Replacement	-	37,000	-	-	-
SEEG	-	693	-	-	-
Special Revenue Funds:					
Transnet/Proposition A	596	-	-	-	-
Public Safety Special Revenues	-	4,321	-	-	-
Affordable Housing Grant	746,821	-	-	-	-
Debt Service Funds:					
Public Facilities	188,400	117,700	154,300	154,300	149,000
Capital Lease	154,400	225,400	70,400	70,400	70,400
Capital Projects Funds:					
City CIP Fund	179,260	357,208	207,000	1,047,173	120,000
Public Improvement Grant	648,309	-	-	638,308	-
RDA Capital Projects	643,184	-	-	-	-
Successor Agency	-	834,007	-	-	-
Total Transfers In	2,560,970	1,576,329	431,700	1,910,181	339,400
TOTAL OTHER SOURCES OF FUNDS	2,560,970	1,576,329	431,700	1,910,181	339,400
GRAND TOTAL REVENUES	28,049,766	26,298,650	26,116,100	33,253,832	24,822,700

EXPENDITURE SUMMARY BY FUND

FUND	DESCRIPTION	2011-2012	2012-2013	2013-2014	2013-2014	2014-2015
		ACTUAL	ACTUAL	ADOPTED	PROJECTED	ADOPTED BUDGET
001	GENERAL FUND	13,584,318	13,613,986	14,212,300	15,243,021	14,224,900
120	RISK MANAGEMENT/INSURANCE	426,852	373,037	511,400	485,641	555,700
125	WORKER'S COMPENSATION INS	394,797	327,485	382,900	369,197	405,600
135	ASSET REPLACEMENT	207,124	418,746	203,800	263,863	187,500
140	FACILITIES REPLACEMENT	-	-	-	-	-
150	PERS SIDE FUND	74,399	66,033	57,200	57,139	47,700
202	GAS TAX	3,838	603,258	552,500	546,914	502,700
203	MID 33 HIGHWAY 101	45,739	36,010	70,300	71,015	73,700
204	MID 9C SANTA FE HILLS	251,226	257,384	252,000	248,439	250,500
205	MID 9E ISLA VERDE	5,899	5,913	5,900	5,900	6,000
207	MID 9H SAN ELIJO #2	83,675	83,726	83,100	83,100	83,100
208	CRT MAINTENANCE DISTRICT	73,224	57,937	70,200	69,700	72,500
211	STREET LIGHT DISTRICT	464,145	1,185,115	343,800	328,282	340,400
212	TRANSNET NM/PROPOSITION A	596	-	-	-	-
213	DEVELOPER PASS-THRU	40,491	20,352	100,000	80,020	100,000
214	FIRE MITIGATION FEES	10,055	20,831	15,000	15,000	15,000
215	BOATING & WATERWAYS	147,565	135,856	228,800	78,600	-
218	TRANSNET MOTORIZED	599,488	361,631	-	-	-
219	COPS	100,000	100,000	100,000	100,000	100,000
228	TRANSNET EXTENSION	118,151	5,010,578	73,100	1,575,220	550,000
240	CDBG	-	101,673	-	40,458	-
243	SEEG/EEM	-	693	-	-	-
244	TEA21/ISTEA	-	-	-	-	-
245	TEA	-	-	-	-	-
246	MISCELLANEOUS GRANT FUND	1,936	19,500	136,000	136,000	-
250	COASTAL BUSINESS/VISTORS	36,733	38,344	45,500	53,172	45,500
255	CAMP PROGRAMS	-	100,180	262,100	251,579	252,200
263	HOUSING	-	-	-	-	-
264	CITY/RDA LOW/MODERATE HOUSING	683,466	-	-	-	-
265	AFFORDABLE HOUSING GRANT	20,094	199,458	-	220,745	-
270	PUBLIC SAFETY SPECIAL REVENUE	54,252	160,291	24,000	208,664	24,000
317	PUBLIC FACILITIES	1,740,127	154,349	154,300	154,280	149,000
320	CAPITAL LEASE	154,325	203,634	70,400	70,374	70,400
362	SA/RDA DEBT SERVICE	731,010	-	-	-	-
416	SA/RDA CAPITAL PROJECTS	756,074	-	-	-	-
420	PUBLIC IMPROVEMENT GRANT	5,420	638,308	-	350,230	288,100
450	SAND REPLENISHMENT TOT - CIP	133,852	134,623	100,400	314,350	289,800
459	CITY CIP FUND	1,148,963	760,234	350,000	1,804,931	570,000
47X	ASSESSMENT DISTRICTS CIP	-	48,228	-	-	-
509	SANITATION	10,765,109	4,976,614	6,891,700	5,837,337	6,842,400
65X	SUCCESSOR AGENCY	227,113	704,662	566,000	1,211,637	585,100
TOTAL CITY & RDA FUNDS		33,090,055	30,918,669	25,862,700	30,274,808	26,631,800

EXPENDITURES & OTHER FINANCING USES

	2011-2012 ACTUAL	2012-2013 ACTUAL	2013-2014 ADOPTED BUDGET	2013-2014 PROJECTED	2014-2015 ADOPTED BUDGET
GENERAL FUND (Major Fund)					
General Government					
City Council	212,468	230,406	220,900	211,634	237,300
City Clerk	297,174	317,828	308,400	492,554	347,500
City Attorney	378,292	412,479	525,800	527,696	525,900
City Manager	282,763	271,195	293,100	298,033	300,300
Finance	703,425	659,851	825,500	625,637	679,000
Non-Departmental	24,926	38,033	30,200	29,585	29,800
Human Resources	254,647	253,527	290,400	261,078	336,500
Information Services	291,487	301,187	314,100	307,916	323,900
Total General Government	2,445,183	2,484,506	2,808,400	2,754,133	2,780,200
Community Development					
Planning	540,241	522,205	571,400	565,357	584,200
Building Services	339,064	234,002	301,000	288,838	274,000
Total Community Development	879,305	756,207	872,400	854,195	858,200
Public Safety					
Law Enforcement	2,994,108	3,066,787	3,281,700	3,282,598	3,383,800
Fire Department	3,849,589	3,954,039	3,950,800	4,075,408	3,873,300
Animal Regulation	89,506	89,920	104,200	104,022	96,300
Code/Parking Enforcement	208,226	217,888	233,100	235,302	234,800
Emergency Preparedness	22,424	21,647	25,600	25,467	28,500
Marine Safety	664,229	703,848	714,900	883,963	690,300
Junior Lifeguards	187,654	113,738	-	-	-
Shoreline Protection	39,360	37,789	32,100	32,100	1,100
Total Public Safety	8,055,096	8,205,656	8,342,400	8,638,860	8,308,100
Public Works					
Engineering	303,097	268,516	305,200	322,795	284,000
Storm Water Management	253,161	223,126	276,600	273,156	258,700
Street Maintenance	308,781	321,600	384,200	389,771	418,400
Traffic Safety	134,461	105,233	118,100	118,600	119,600
Street Sweeping	38,387	39,573	45,500	45,500	45,500
Park Maintenance	277,550	295,206	324,600	343,370	342,800
Public Facilities	129,371	143,417	144,000	161,500	295,900
Total Public Works	1,444,808	1,396,671	1,598,200	1,654,692	1,764,900
Community Services					
Community Services	99,298	106,951	94,000	97,602	96,400
Recreation	155,861	189,087	135,600	146,066	148,100
Total Community Services	255,160	296,038	229,600	243,668	244,500
Subtotal General Fund					
	13,079,551	13,139,078	13,851,000	14,145,548	13,955,900
Risk Management Insurance	426,852	373,037	511,400	485,641	555,700
Workers' Compensation Insurance	394,797	327,485	382,900	369,197	405,600
Asset Replacement	52,724	223,025	203,800	229,013	187,500
Facilities Replacement	-	-	-	-	-
PERS Side Fund	74,399	66,033	57,200	57,139	47,700
TOTAL GENERAL FUND	14,028,322	14,128,658	15,006,300	15,286,538	15,152,400

EXPENDITURES & OTHER FINANCING USES

	2011-2012 ACTUAL	2012-2013 ACTUAL	2013-2014 ADOPTED BUDGET	2013-2014 PROJECTED	2014-2015 ADOPTED BUDGET
SPECIAL REVENUE FUNDS (Minor Funds)					
State Gas Tax Fund					
Public Works	-	44,934	52,500	45,803	62,700
Capital Projects	3,838	558,324	500,000	501,111	440,000
Total State Gas Tax Fund	3,838	603,258	552,500	546,914	502,700
Special Districts					
MID 33 Highway 101	45,739	36,010	70,300	71,015	73,700
MID 9C Santa Fe Hills	251,226	257,384	252,000	248,439	250,500
MID 9E Isla Verde	5,899	5,913	5,900	5,900	6,000
MID 9H San Elijo #2	83,675	83,726	83,100	83,100	83,100
Coastal Rail Trail Maint District	73,224	57,937	70,200	69,700	72,500
Street Light District					
Public Works	250,698	226,591	273,400	257,882	270,000
Capital Projects	213,447	887,524	-	-	-
Total Street Light District	464,145	1,114,115	273,400	257,882	270,000
Total Special Districts	923,908	1,555,085	754,900	736,036	755,800
Transnet Non-Motorized/Proposition A	-	-	-	-	-
Developer Pass-Thru	40,491	20,352	100,000	80,020	100,000
Fire Mitigation Fees	10,055	20,831	15,000	15,000	15,000
Dept of Boating & Waterways	147,565	135,856	228,800	78,600	-
Transnet - Motorized	599,488	361,631	-	-	-
COPS	100,000	100,000	100,000	100,000	100,000
TDA	-	-	-	-	-
Transet Extension	118,151	5,010,578	73,100	1,575,220	550,000
CDBG	-	101,673	-	40,458	-
Miscellaneous Grants	1,936	19,500	136,000	136,000	-
Coastal Business/Visitors TOT	36,733	38,344	45,500	53,172	45,500
Camp Programs					
Junior Lifeguard Program	-	97,734	223,900	223,900	224,300
Recreation Camps	-	2,446	38,200	27,679	27,900
Total Camp Programs	-	100,180	262,100	251,579	252,200
RDA Low/Moderate Housing	73,752	-	-	-	-
Affordable Housing Grant	20,094	3,759	-	220,745	-
Public Safety Special Revenues	54,252	160,291	24,000	139,514	24,000
TOTAL SPECIAL REVENUE FUNDS	2,130,264	8,231,338	2,291,900	3,973,258	2,345,200
DEBT SERVICE FUNDS (Minor Funds)					
Public Facilities	1,740,127	154,349	154,300	154,280	149,000
Capital Lease	154,325	203,634	70,400	70,374	70,400
RDA Debt Service	87,826	-	-	-	-
TOTAL DEBT SERVICE FUNDS	1,982,278	357,983	224,700	224,654	219,400
CAPITAL PROJECTS FUNDS (Minor Funds)					
Redevelopment Capital Projects	107,765	-	-	-	-
Public Improvement Grant	5,420	-	-	350,230	288,100
Sand Replenishment TOT	133,852	134,623	100,400	314,350	289,800
City CIP Fund	1,148,963	760,234	350,000	1,804,931	570,000
Assessment Districts	-	48,228	-	-	-
TOTAL CAPITAL PROJECTS FUNDS	1,396,000	943,085	450,400	2,469,511	1,147,900

EXPENDITURES & OTHER FINANCING USES

	2011-2012 ACTUAL	2012-2013 ACTUAL	2013-2014 ADOPTED BUDGET	2013-2014 PROJECTED	2014-2015 ADOPTED BUDGET
PROPRIETARY FUND (Major Fund)					
Sanitation					
Maintenance	3,196,336	2,739,087	3,059,000	3,021,378	2,990,300
Debt Service	7,132,069	1,457,759	1,424,100	1,430,417	1,427,000
Improvements (San Elijo JPA)	374,762	517,948	428,600	468,600	451,900
Capital Projects	61,942	233,780	1,980,000	916,942	1,973,200
Total Sanitation	10,765,109	4,976,614	6,891,700	5,837,337	6,842,400
TOTAL PROPRIETARY FUNDS	10,765,109	4,976,614	6,891,700	5,837,337	6,842,400
TOTAL - CITY FUNDS	30,301,972	28,637,678	24,865,000	27,791,298	25,707,300
SUCCESSOR AGENCY					
Successor Agency	227,113	704,662	566,000	573,329	585,100
OTHER SOURCES OF FUNDS					
Transfers Out					
General Fund					
Undesignated					
Debt Service-Public Facilities	188,400	117,700	154,300	154,300	149,000
City CIP Fund	179,260	357,208	207,000	943,173	120,000
Designated					
Affordable Housing Grant Fund	137,107	-	-	-	-
Asset Replacement					
General Fund	-	37,000	-	-	-
Public Safety Special Revenues	-	4,321	-	-	-
Capital Leases	154,400	154,400	-	-	-
City CIP Fund	-	-	-	34,850	-
Street Lighting					
Capital Leases	-	71,000	70,400	70,400	70,400
Transnet - Motorized					
Transnet Non-Motorized/Proposition A	596	-	-	-	-
SEEG					
General Fund	-	693	-	-	-
Public Safety Special Revenue					
City CIP Fund	-	-	-	69,150	-
RDA Low/Moderate Housing					
Affordable Housing Grant Fund	609,714	-	-	-	-
Affordable Housing Grant Fund					
Successor Agency	-	195,699	-	-	-
RDA Debt Service					
Redevelopment Capital Projects	643,184	-	-	-	-
RDA Capital Projects					
Public Improvement Grant	648,309	-	-	-	-
Public Improvement Grant					
Successor Agency	-	638,308	-	-	-
Successor Agency					
Public Improvement Grant	-	-	-	638,308	-
Total Transfers Out	2,560,970	1,576,329	431,700	1,910,181	339,400
TOTAL OTHER USES OF FUNDS	2,560,970	1,576,329	431,700	1,910,181	339,400
TOTAL EXPENDITURES-ALL FUNDS	33,090,055	30,918,669	25,862,700	30,274,808	26,631,800

GRAPHS AND SUMMARIES

ALL FUNDS FISCAL YEAR 2014-2015

	General Fund (001)	Self- Insurance, Asset and Facilities Replacement & PERS Side Fund (120,125,135,140,150) Page B-20	Gas Tax (202)	Municipal Improvmnt Districts (203-205) (207,208) Page B-21	Successor Agency to the Solana Beach RDA 65X
<u>Resources</u>					
<u>Revenue</u>					
Property Tax	6,086,100	-	-	303,000	-
Sales Tax	2,846,500	-	-	-	-
Other Taxes and Fees	2,609,000	-	-	219,200	-
Licenses and Permits	411,300	-	-	-	-
Fines, Forfeits and Penalties	343,800	-	-	-	-
Use of Money and Property	87,000	5,800	1,800	700	-
Intergovernmental	1,496,000	-	351,000	2,500	-
Service Charges	505,000	-	-	-	-
Other Revenue	269,100	1,544,400	-	-	-
Tax Increment	-	-	-	-	550,000
Total Revenue	14,653,800	1,550,200	352,800	525,400	550,000
<u>Other Sources of Funds</u>					
Proceeds from Long-Term Debt	-	-	-	-	-
Transfers In	-	-	-	-	-
Total Other Sources of Funds	-	-	-	-	-
Total 2014/15 Resources	14,653,800	1,550,200	352,800	525,400	550,000
07/01/14 Estimated					
Fund Balance	7,611,120	1,146,293	577,051	533,858	264,267
Total Resources	22,264,920	2,696,493	929,851	1,059,258	814,267
<u>Appropriations</u>					
<u>Operating Expenses</u>					
Salaries	4,513,900	37,200	-	12,700	142,200
Fringe Benefits	1,647,800	12,000	-	3,900	36,500
Materials, Supplies, Services	6,461,100	912,100	62,700	467,500	148,800
Capital, Debt Service & Charges	1,333,100	187,500	-	1,700	257,600
Total Operating Expenses	13,955,900	1,148,800	62,700	485,800	585,100
<u>Other Uses of Funds</u>					
Debt Service	-	47,700	-	-	-
Capital Improvements	-	-	440,000	-	-
Transfers Out	269,000	-	-	-	-
Total Other Uses of Funds	269,000	47,700	440,000	-	-
Total 2014/15 Use of Funds	14,224,900	1,196,500	502,700	485,800	585,100
Designated Reserves (Est.)	4,337,418	1,499,993	427,151	573,458	229,167
Undesignated Reserves (Est.)	3,702,602	-	-	-	-
Total Appropriations	22,264,920	2,696,493	929,851	1,059,258	814,267

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	-	-	-	-	6,728,000
-	-	-	-	-	2,846,500
76,700	90,500	-	181,000	-	3,176,400
-	-	-	-	-	411,300
-	-	-	-	-	343,800
2,500	1,200	-	2,700	90,400	192,100
3,200	569,500	-	120,000	-	2,542,200
-	353,000	-	-	4,907,700	5,765,700
-	-	-	100,000	13,800	1,927,300
-	-	-	-	-	550,000
421,300	1,014,200	-	403,700	5,011,900	24,483,300
-	-	-	-	-	-
-	-	219,400	120,000	-	339,400
-	-	219,400	120,000	-	339,400
421,300	1,014,200	219,400	523,700	5,011,900	24,822,700
1,145,473	1,161,051	24,482	986,222	30,552,962	44,002,779
1,566,773	2,175,251	243,882	1,509,922	35,564,862	68,825,479
69,500	-	-	-	262,000	5,037,500
19,700	-	-	-	74,500	1,794,400
171,700	521,700	-	-	2,481,800	11,227,400
9,100	15,000	-	-	623,900	2,427,900
270,000	536,700	-	-	3,442,200	20,487,200
-	-	219,400	-	1,427,000	1,694,100
-	550,000	-	1,147,900	1,973,200	4,111,100
70,400	-	-	-	-	339,400
70,400	550,000	219,400	1,147,900	3,400,200	6,144,600
340,400	1,086,700	219,400	1,147,900	6,842,400	26,631,800
1,226,373	1,088,551	24,482	362,022	28,722,462	38,491,077
-	-	-	-	-	3,702,602
1,566,773	2,175,251	243,882	1,509,922	35,564,862	68,825,479

GRAPHS AND SUMMARIES

Schedule IA - Reserves/Designations - General Fund - Fiscal Year 2014-2015

<u>Description</u>	<u>Estimated 07/01/14 Balances</u>	<u>Estimated 14/15 Revenues</u>	<u>Estimated 14/15 Transfers In</u>	<u>Estimated 14/15 Expenditures</u>	<u>Estimated 14/15 Transfers Out</u>	<u>Estimated 06/30/15 Balance</u>
Reserve for public facilities	150,365	20,000	-	-	-	170,365
Reserve for park fees	29,703	-	-	-	-	29,703
Reserve for community television production	35,275	27,000	-	(27,000)	-	35,275
Reserve for street sweeping	69,463	45,000	-	(45,500)	-	68,963
Reserve for in-lieu housing fees	100,786	-	-	-	-	100,786
Parks & Recreation	22,312	-	-	-	-	22,312
Public Arts	4,914	-	-	-	-	4,914
Total Reserves	412,818	92,000	-	(72,500)	-	432,318
Designated for contingencies	2,335,600 **	70,000	-	-	-	2,405,600
Designated for housing	1,499,500	-	-	-	-	1,499,500
Total Designations	3,835,100	70,000	-	-	-	3,905,100
Total Designated and Reserved	4,247,918	162,000	-	(72,500)	-	4,337,418
Total Undesignated	3,363,202	14,491,800	-	(13,883,400)	(269,000)	3,702,602
Totals	7,611,120	14,653,800	-	(13,955,900)	(269,000)	8,040,020

** City Financial Policy

GRAPHS AND SUMMARIES

Schedule IIA - Changes in Fund Balance - General Fund - Fiscal Year 2014-2015

<u>Description</u>	<u>Undesignated</u>	<u>Restricted Reserves</u>	<u>Designated</u>	<u>Total</u>	<u>Page Reference</u>
Estimated Fiscal 2014/15 Activity:					
Resources					
Estimated Revenues	14,491,800	92,000	70,000	14,653,800	B - 6
Expenditures					
Estimated Expenditures	(13,883,400)	(72,500)	-	(13,955,900)	B - 11
Resources less					
Operating Expenditures	608,400	19,500	70,000	697,900	
Operating Transfers Out To:					
Debt Service	(149,000)	-	-	(149,000)	B - 16
Subtotal - Net Activity					
Prior to Other Transfers	459,400	19,500	70,000	548,900	
Other Transfers:					
Transfers-In					
Reserve Transfers	-	-	-	-	
Transfers-Out					
Transfer to Worker Compensation	-	-	-	-	
Transfer to Capital Projects	(120,000)	-	-	(120,000)	B - 16
Reserve Transfers	-	-	-	-	
Total Other Transfers	(120,000)	-	-	(120,000)	
Change in Fund Balance	<u>339,400</u>	<u>19,500</u>	<u>70,000</u>	<u>428,900</u>	
				-	

	<u>Undesignated</u>	<u>Restricted Reserves</u>	<u>Designated</u>	<u>Total</u>
Estimated Beginning Fund Balance - 07/01/14	3,363,202	412,818	3,835,100	7,611,120
Net Fiscal 2014/15 Activity	339,400	19,500	70,000	428,900
Estimated Ending Fund Balance - 06/30/15	<u>3,702,602</u>	<u>432,318</u>	<u>3,905,100</u>	<u>8,040,020</u>

INTERFUND TRANSFERS

Fiscal Year 2014-2015

TRANSFER FROM	TRANSFER TO						TOTAL
	GENERAL FUND	PUBLIC FACILITIES	CAPITAL LEASES	ASSET REPLACEMENT	MISC CAPITAL PROJECTS	RDA LOW/MOD HOUSING	
GENERAL FUND							-
UNDESIGNATED RESERVES		149,000			120,000		269,000
DESIGNATED RESERVES							-
ASSET REPLACEMENT							-
STREET LIGHTING			70,400				70,400
MISCELLANEOUS CAPITAL PROJECTS							-
TOTAL IN:	-	149,000	70,400	-	120,000	-	339,400

Transfers To:

317-4910
320-4910
459-4910

149,000
70,400
120,000
339,400

Transfers From:

001-6810
135-6810
211-6810

269,000
-
70,400
339,400

GRAPHS AND SUMMARIES

General Fund Operating Expenditures by Object Code

OBJECT CODE	EXPENSE CLASSIFICATION	2011-2012 ACTUAL	2012-2013 ACTUAL	2013-2014 ADOPTED	2013-2014 PROJECTED	2014-2015 ADOPTED
SALARIES & FRINGE BENEFITS						
6101	Regular Salaries	3,420,354	3,420,651	3,631,800	3,481,930	3,764,800
6102	Part Time & Temporary Salaries	636,145	586,370	422,300	652,490	332,600
6103	Overtime	422,277	440,372	300,200	436,812	320,000
6104	Special Pay	129,059	85,655	88,900	96,549	96,500
6105	Temporary Non-Payroll	88,179	34,839	-	7,136	-
6205	Retirement	752,336	695,573	798,900	751,979	777,600
6210	Medicare	61,713	61,119	64,200	63,890	65,500
6211	Social Security	23,582	18,240	11,500	22,756	11,900
6220	Flex Credit Benefit	442,812	535,220	472,300	565,906	611,400
6245	Life Insurance	11,025	10,601	12,700	10,589	12,900
6260	Unemployment Insurance	18,279	14,933	20,000	1,925	20,000
6270	Retirees Health Insurance	101,879	105,058	135,000	103,956	135,000
6280	Auto Allowance	9,573	7,038	7,000	6,864	7,000
6285	Uniform Allowance	1,500	1,500	1,500	1,500	1,500
6290	Phone Allowance	5,349	4,708	5,200	4,483	-
6295	Rideshare	5,520	4,400	5,000	4,587	5,000
TOTAL		6,129,581	6,026,277	5,976,500	6,213,352	6,161,700
MATERIALS, SUPPLIES & SERV						
6310	Insurance and Surety Bonds	10,041	-	-	-	-
6315	Travel, Conferences & Meetings	31,819	29,917	15,700	16,273	20,300
6320	Training	9,012	6,304	10,900	10,195	18,600
6330	Membership and Dues	77,017	80,023	81,600	75,820	76,200
6340	Clothing and Personal Expenses	42,687	13,684	12,400	12,350	13,500
6341	Tuition Reimbursement	4,868	3,449	4,000	2,000	4,000
6350	Pre-Employment	8,145	7,550	2,900	4,000	4,900
6351	Recruitments	1,917	7,697	300	3,000	27,000
6415	Election Supplies	801	17,299	800	165,000	11,000
6416	Office Supplies	7,267	8,943	7,200	7,300	7,300
6417	Postage	5,088	8,733	8,700	8,406	8,700
6418	Books, Subscriptions & Printing	19,073	22,537	26,800	28,383	26,500
6419	Minor Equipment	29,492	25,021	17,400	20,790	21,400
6420	Departmental Special Supplies	72,156	88,629	87,600	84,590	77,000
6421	Small Tools	16	99	600	700	500
6427	Vehicle Operating Supplies	50,496	50,466	54,600	53,600	55,900
6428	Vehicle Maintenance	82,792	37,445	59,100	90,200	79,200
6522	Advertising	6,258	5,108	8,600	8,300	9,200
6523	Communications	42,030	47,965	50,200	52,342	57,700
6524	Utilities - Electric	104,786	85,928	82,800	98,930	113,800
6525	Rents and Leases	24,321	18,879	20,300	20,850	21,200
6526	Maint. of Buildings & Grounds	139,704	154,713	172,900	178,200	186,500
6527	Utilities - Other	39,005	44,024	40,500	55,200	55,500
6529	Mileage	1,604	1,673	3,700	3,930	4,300
6530	Professional Services	4,618,159	4,634,608	5,087,500	5,090,486	5,162,400
6531	Maint. & Operation of Equipment	57,024	56,865	61,300	55,880	67,000
6532	Contribution to Other Agencies	57,851	59,057	62,700	63,325	73,600
6535	Community Television Production	30,983	34,875	38,200	41,000	38,200
6537	Summer Day Camp	6,790	8,467	-	-	-
6538	Special Events	19,197	27,257	11,100	12,262	12,100
6539	Contingency	7,927	15,508	31,800	37,500	37,500
6570	Other Charges	173,116	162,145	345,600	164,645	170,100
TOTAL		5,781,444	5,764,868	6,407,800	6,465,457	6,461,100
CAPITAL, DEBT SVC & CHRGS						
6630	Improvements	4,800	-	-	-	-
6640	Equipment	2,349	4,038	-	-	-
6910	Claims Liability Charges	206,600	177,700	297,400	297,400	242,000
6920	Worker's Comp Charges	260,400	439,600	432,800	432,800	246,900
6930	Asset Replacement Chrgs	289,100	310,900	310,900	310,900	310,900
6935	Facilities Replacement Charges	-	-	-	-	100,000
6940	PERS Side Fund Charges	405,277	415,695	425,600	425,639	433,300
TOTAL		1,168,526	1,347,933	1,466,700	1,466,739	1,333,100
ACTIVITY TOTALS		13,079,551	13,139,078	13,851,000	14,145,548	13,955,900

GRAPHS AND SUMMARIES

Insurance and Asset Replacement Funds

<u>Description</u>	Fund 120	Fund 125	Fund 135	Fund 140	Fund 150	Total
	Risk Management	Worker's Compensation	Asset Replacement	Facilities Replacement	PERS Side Fund	
	Fiscal Year	Fiscal Year	Fiscal Year	Fiscal Year	Fiscal Year	Fiscal Year
Revenue:	2014-2015	2014-2015	2014-2015	2014-2015	2014-2015	2014-2015
Interest	1,000	800	4,000	-	-	5,800
Miscellaneous	2,500	-	-	-	-	2,500
Departmental Charges	403,400	262,000	310,900	100,000	465,600	1,541,900
Total Revenue	406,900	262,800	314,900	100,000	465,600	1,550,200
Other Sources of Funds						
Transfers In	-	-	-	-	-	-
Total Other Sources of Funds	-	-	-	-	-	-
Total Source of Funds	406,900	262,800	314,900	100,000	465,600	1,550,200
Estimated Fund Balance	669,914	636,697	1,847,878	-	(2,008,196)	1,146,293
Total Resources	1,076,814	899,497	2,162,778	100,000	(1,542,596)	2,696,493
Expenditures						
Salaries	24,100	13,100	-	-	-	37,200
Fringe	7,500	4,500	-	-	-	12,000
Insurance and Surety Bonds	283,600	158,000	-	-	-	441,600
Professional Services	60,500	30,000	-	-	-	90,500
Damage Claims	180,000	200,000	-	-	-	380,000
Capital Outlay	-	-	187,500	-	-	187,500
Total Expenditures	555,700	405,600	187,500	-	-	1,148,800
Other Uses of Funds						
Transfers Out	-	-	-	-	-	-
Payment to Sanitation Fund	-	-	-	-	47,700	47,700
Total Other Uses of Funds	-	-	-	-	47,700	47,700
Total Use of Funds	555,700	405,600	187,500	-	47,700	1,196,500
Estimated Fund Balance at Fiscal Year End	521,114	493,897	1,975,278	100,000	(1,590,296)	1,499,993
Total Uses	1,076,814	899,497	2,162,778	100,000	(1,542,596)	2,696,493

GRAPHS AND SUMMARIES

Municipal Improvement Districts

<u>Description</u>	Fund 203	Fund 204	Fund 205	Fund 207	Fund 208	Total
	Hwy 101 Railroad	Santa Fe Hills	Isla Verde	San Elijo Hills II	Coastal Rail Trail Maint District	
	<u>Fiscal Year</u>	<u>Fiscal Year</u>	<u>Fiscal Year</u>	<u>Fiscal Year</u>	<u>Fiscal Year</u>	<u>Fiscal Year</u>
Revenue:	2014-2015	2014-2015	2014-2015	2014-2015	2014-2015	2014-2015
Property Tax	83,000	162,000	-	58,000	-	303,000
Benefit Fees	11,500	95,000	6,000	34,200	72,500	219,200
State HOE	600	1,500	-	400	-	2,500
Interest Earnings	500	100	-	100	-	700
Total Revenue	95,600	258,600	6,000	92,700	72,500	525,400
Estimated Fund Balance	358,983	9,359	3,393	114,529	47,593	533,858
Total Resources	<u>454,583</u>	<u>267,959</u>	<u>9,393</u>	<u>207,229</u>	<u>120,093</u>	<u>1,059,258</u>
Expenditures						
Salaries	12,700	-	-	-	-	12,700
Fringe Benefits	3,900	-	-	-	-	3,900
Materials, Supplies, Services	55,400	250,500	6,000	83,100	72,500	467,500
Capital, Debt Service & Charges	1,700	-	-	-	-	1,700
Total Expenditures	73,700	250,500	6,000	83,100	72,500	485,800
Estimated Fund Balance at Fiscal Year End	380,883	17,459	3,393	124,129	47,593	573,458
Total Uses	<u>454,583</u>	<u>267,959</u>	<u>9,393</u>	<u>207,229</u>	<u>120,093</u>	<u>1,059,258</u>



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	
	<u>Fiscal Year</u>	<u>Fiscal Year</u>	<u>Fiscal Year</u>	<u>Fiscal Year</u>	<u>Fiscal Year</u>
Revenue:	2014-2015	2014-2015	2014-2015	2014-2015	2014-2015
Other Taxes and Fees	-	181,000	-	-	181,000
Intergovernmental	-	-	120,000	-	120,000
Interest Earnings	-	800	700	1,200	2,700
Other Revenue	-	-	100,000	-	100,000
Total Revenue	-	181,800	220,700	1,200	403,700
Other Sources of Funds					
Transfers In	-	-	120,000	-	120,000
Total Other Sources of Funds	-	-	120,000	-	120,000
Total Source of Funds	-	181,800	340,700	1,200	523,700
Estimated Fund Balance	293,602	302,825	231,539	158,256	986,222
Total Resources	<u>293,602</u>	<u>484,625</u>	<u>572,239</u>	<u>159,456</u>	<u>1,509,922</u>
Expenditures					
Salaries	-	-	-	-	-
Fringe Benefits	-	-	-	-	-
Materials, Supplies, Services	-	41,000	-	-	41,000
Other Charges	-	-	-	-	-
Total Operating Expenditures	-	41,000	-	-	41,000
Other Uses of Funds					
Debt Service	-	-	-	-	-
Capital Improvements	288,100	289,800	570,000	-	1,147,900
Transfers Out	-	-	-	-	-
Total Other Uses of Funds	288,100	289,800	570,000	-	1,147,900
Total Use of Funds	288,100	330,800	570,000	-	1,188,900
Estimated Fund Balance at Fiscal Year End	5,502	153,825	2,239	159,456	321,022
Total Uses	<u>293,602</u>	<u>484,625</u>	<u>572,239</u>	<u>159,456</u>	<u>1,509,922</u>

GRAPHS AND SUMMARIES

Special Revenue Funds (Fiscal Year 2014-2015)

<u>Description</u>	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	-	-	-	-	-	-	-
Intergovernmental	-	-	-	-	-	550,000	-
Service Charges	3,000	-	100,000	-	-	-	-
Total Revenue	3,000	-	100,000	-	-	550,000	-
Estimated Beginning Fund Balance							
	10,709	(5,265)	44,286	(5,855)	114,812	(55,167)	(15,544)
Total Resources	13,709	(5,265)	144,286	(5,855)	114,812	494,833	(15,544)
Expenditures:							
Materials, Supplies, Services	-	-	100,000	-	100,000	-	-
Capital Outlay	15,000	-	-	-	-	-	-
Capital Improvement	-	-	-	-	-	550,000	-
Total Expenditures:	15,000	-	100,000	-	100,000	550,000	-
Estimated Ending Fund Balance							
	(1,291)	(5,265)	44,286	(5,855)	14,812	(55,167)	(15,544)
Total Uses	13,709	(5,265)	144,286	(5,855)	114,812	494,833	(15,544)

GRAPHS AND SUMMARIES

Special Revenue Funds (Fiscal Year 2014-2015) (continued)

<u>Description</u>	<u>Fund 241 CALTRANS</u>	<u>Fund 244/5 TEA</u>	<u>Fund 246 Miscell Grants</u>	<u>Fund 250 Coastal Bus/ Visitors TOT</u>	<u>Fund 255 Camp Programs</u>	<u>Fund 263 Housing</u>	<u>Fund 265 Affordable Housing Grant</u>	<u>Fund 270 Public Safety</u>	<u>Total</u>
Revenue:									
Other Taxes	-	-	-	90,500	-	-	-	-	90,500
Use of Money/Property	-	-	-	400	-	800	-	-	1,200
Intergovernmental	-	-	-	-	-	-	-	19,500	569,500
Service Charges	-	-	-	-	250,000	-	-	-	353,000
Total Revenue	-	-	-	90,900	250,000	800	-	19,500	1,014,200
Estimated Beginning									
Fund Balance	59,634	(168,970)	6,098	311,519	131,486	428,402	309,739	(4,832)	1,161,051
Total Resources	59,634	(168,970)	6,098	402,419	381,486	429,202	309,739	14,668	2,175,251
Expenditures:									
Materials, Supplies, Services	-	-	-	45,500	252,200	-	-	24,000	521,700
Capital Outlay	-	-	-	-	-	-	-	-	15,000
Capital Improvement	-	-	-	-	-	-	-	-	550,000
Total Expenditures:	-	-	-	45,500	252,200	-	-	24,000	1,086,700
Estimated Ending									
Fund Balance	59,634	(168,970)	6,098	356,919	129,286	429,202	309,739	(9,332)	1,088,551
Total Uses	59,634	(168,970)	6,098	402,419	381,486	429,202	309,739	14,668	2,175,251

GRAPHS AND SUMMARIES

Debt Service Funds (non-SA/RDA)

<u>Description</u>	Fund 317	Fund 320	Total
	Public Facilities	Capital Lease	
	Fiscal Year	Fiscal Year	Fiscal Year
Revenue:	2014-2015	2014-2015	2014-2015
Interest	-	-	-
Miscellaneous	-	-	-
Total Revenue	-	-	-
<u>Other Sources of Funds</u>			
Transfers In	149,000	70,400	219,400
Total Other Sources of Funds	149,000	70,400	219,400
Total Source of Funds	149,000	70,400	219,400
Estimated Fund Balance	80	24,402	24,482
Total Resources	149,080	94,802	243,882
<u>Expenditures</u>			
Debt Service	149,000	70,400	219,400
Total Expenditures	149,000	70,400	219,400
<u>Other Uses of Funds</u>			
Transfers Out	-	-	-
Total Other Uses of Funds	-	-	-
Total Use of Funds	149,000	70,400	219,400
Estimated Fund Balance at Fiscal Year End	80	24,402	24,482
Total Uses	149,080	94,802	243,882

GRAPHS AND SUMMARIES

Debt Outstanding

Bond Name	Repayment Source	Original Debt Issue	Outstanding Principal at 06/30/14	2014-15 Payment P&I	FY Final Payment
City National Bank Lease Agreement #11-022					
	General Fund	\$ 1,388,300	\$ 1,166,600	\$ 148,974	2023
Municipal Finance Corporation Lease #12-015					
	Street Lighting District	818,695	754,406	70,374	2027
Tax Allocation Bond, Series 2006					
	Redevelopment	3,555,000	3,075,000	231,503	2036
2010 Series A (Build America Bonds)					
	TransNet Extension	5,500,000	5,500,000	325,105	2048
Subordinate Wastewater Revenue Bonds					
	Sewer Enterprise Revenue	9,825,000	8,485,000	587,838	2037
2011 Refunding Revenue Bonds- San Elijo JPA					
	Sewer Enterprise Revenue	4,893,637	3,613,214	785,425	2021
	Subtotals	\$ 25,980,632	\$ 22,594,220	\$ 2,149,219	
2006 Barbara-Granados Underground Utility District (AD 2005-1)					
	Assessment District	1,510,000	1,390,000	102,809	2036
2006 Pacific Underground Utility District (AD 2005-2)					
	Assessment District	510,000	470,000	32,970	2036
2006 South Solana Sewer Project (AD 2006-1)					
	Assessment District	550,000	510,000	39,562	2036
2008 Marsolan Underground Utility District (AD 2008-1)					
	Assessment District	475,000	395,000	33,335	2038
	Subtotals	\$ 3,045,000	\$ 2,765,000	\$ 208,676	
	Totals	\$ 29,025,632	\$ 25,359,220	\$ 2,357,895	

GRAPHS AND SUMMARIES

Departmental Charges for Risk Management, Workers' Compensation, Asset Replacement, Facilities Replacement & PERS Side Fund for Fiscal Year 2014-2015

Department:	Risk Mgmt Dept Contribution	Wrkrs Comp Dept Contribution	Asset Replacement Contribution	Facilities Replacement Contribution	PERS Side Fund Payoff Contribution	Total Dept Contribution
General Fund:						
City Council	2,200	1,400	-	-	-	3,600
City Clerk	7,000	4,600	1,300	-	-	12,900
City Attorney	600	400	-	-	-	1,000
City Manager	7,400	4,800	-	-	-	12,200
Finance	9,100	5,900	10,900	-	127,300	153,200
Human Resources	3,400	2,200	-	-	-	5,600
Information Systems	3,900	2,500	50,300	-	-	56,700
Community Development	15,200	9,900	29,600	-	-	54,700
Fire	80,600	142,200	151,700	-	277,900	652,400
Animal Control	300	200	-	-	-	500
Code Enforcement	4,900	3,600	6,800	-	-	15,300
Marine Safety	16,600	35,500	43,000	-	28,100	123,200
Engineering	7,300	4,800	-	-	-	12,100
Environmental Services	3,100	2,000	-	-	-	5,100
Streets Maint	71,000	20,800	17,300	-	-	109,100
Park Maint	3,300	2,100	-	-	-	5,400
Facilities	-	-	-	100,000	-	100,000
Community Services	2,300	1,500	-	-	-	3,800
Recreation	3,800	2,500	-	-	-	6,300
Total General Fund	242,000	246,900	310,900	100,000	433,300	1,333,100
All Other Funds:						
Sanitation	148,400	6,700	-	-	16,900	172,000
Mid 33	500	300	-	-	900	1,700
Street Lighting	2,700	1,800	-	-	4,600	9,100
Junior Lifeguard	4,200	2,700	-	-	-	6,900
Successor Agency Admin	5,600	3,600	-	-	9,900	19,100
Total All Funds	403,400	262,000	310,900	100,000	465,600	1,541,900

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

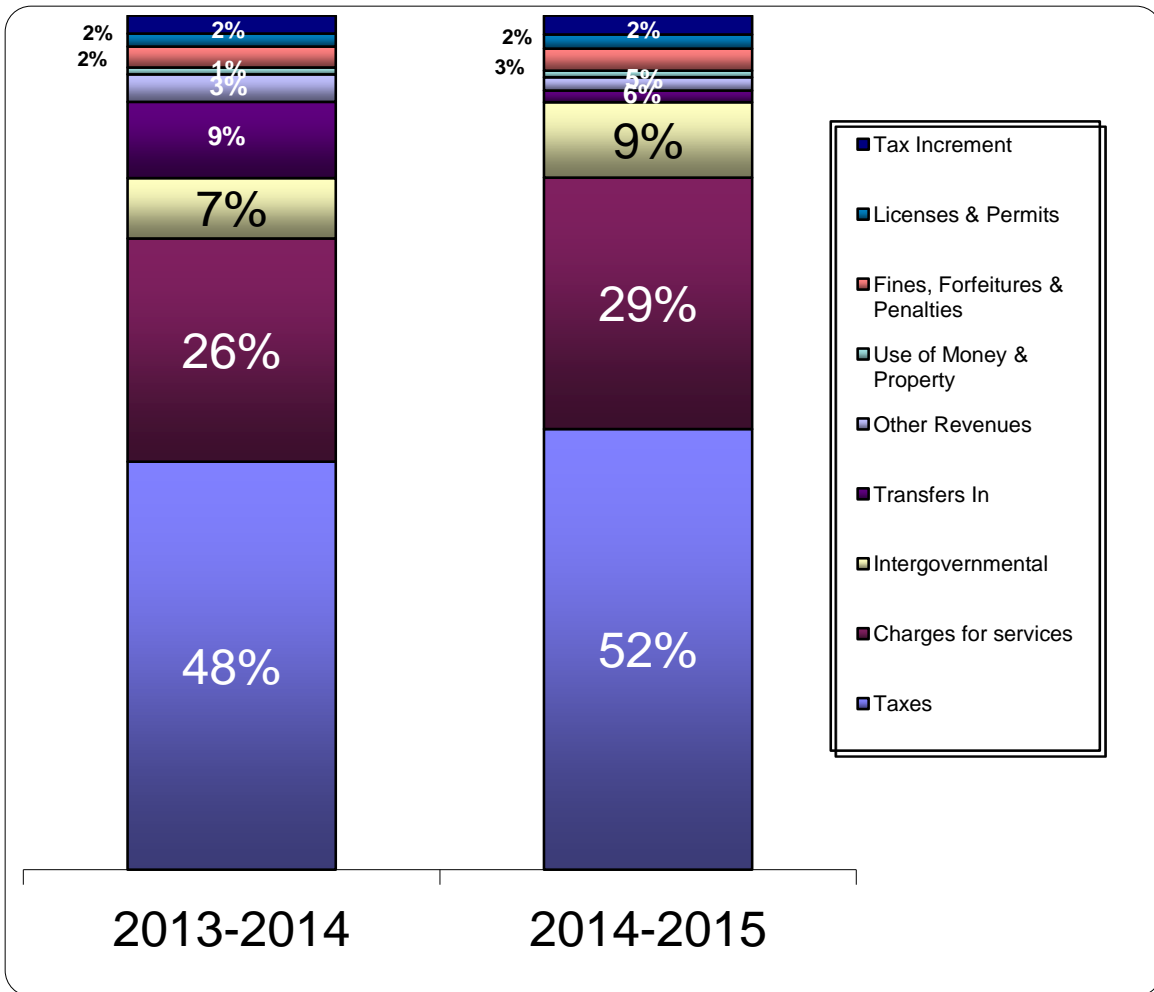
Budget Schedule IVA - Asset Replacement Fund by Department - Fiscal Year 2014-2015

		Balance July 1, 2014	Scheduled Charges for 2014/15	Available 2014/15	2014/15		Ending Balance June 30, 2015
					Replacements	Debt Service	
<u>Vehicles:</u>							
Fire Department	7	\$ 386,500	114,100	500,600	-	-	500,600
Marine Safety	2	71,400	15,900	87,300	(20,000)	-	67,300
Public Works	8	329,600	6,100	335,700	-	-	335,700
Parking and Codes	2	37,200	3,200	40,400	-	-	40,400
<i>Total Vehicles</i>	19	<u>824,700</u>	<u>139,300</u>	<u>964,000</u>	<u>(20,000)</u>	<u>-</u>	<u>944,000</u>
<u>Equipment: ⁽¹⁾</u>							
Fire Department		318,000	37,600	355,600	(11,500)	-	344,100
Marine Safety		149,800	27,100	176,900	(8,500)	-	168,400
Parking and Codes		39,000	3,600	42,600	-	-	42,600
Public Works		60,300	11,200	71,500	-	-	71,500
Community Development		89,200	29,600	118,800	(75,000)	-	43,800
Community Services		26,600	-	26,600	(8,500)	-	18,100
City Clerk		35,000	1,300	36,300	(2,500)	-	33,800
Finance		24,700	10,900	35,600	-	-	35,600
City Manager		173,500	-	173,500	(10,000)	-	163,500
Information Systems		107,000	50,300	157,300	(51,500)	-	105,800
<i>Total Equipment</i>		<u>1,023,100</u>	<u>171,600</u>	<u>1,194,700</u>	<u>(167,500)</u>	<u>-</u>	<u>1,027,200</u>
Total reserved		1,847,800	310,900	2,158,700	(187,500)	-	1,971,200
Interest earnings		-	4,000	4,000	-	-	4,000
Total Asset Replacement		<u>\$ 1,847,800</u>	<u>314,900</u>	<u>2,162,700</u>	<u>(187,500)</u>	<u>-</u>	<u>1,975,200</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

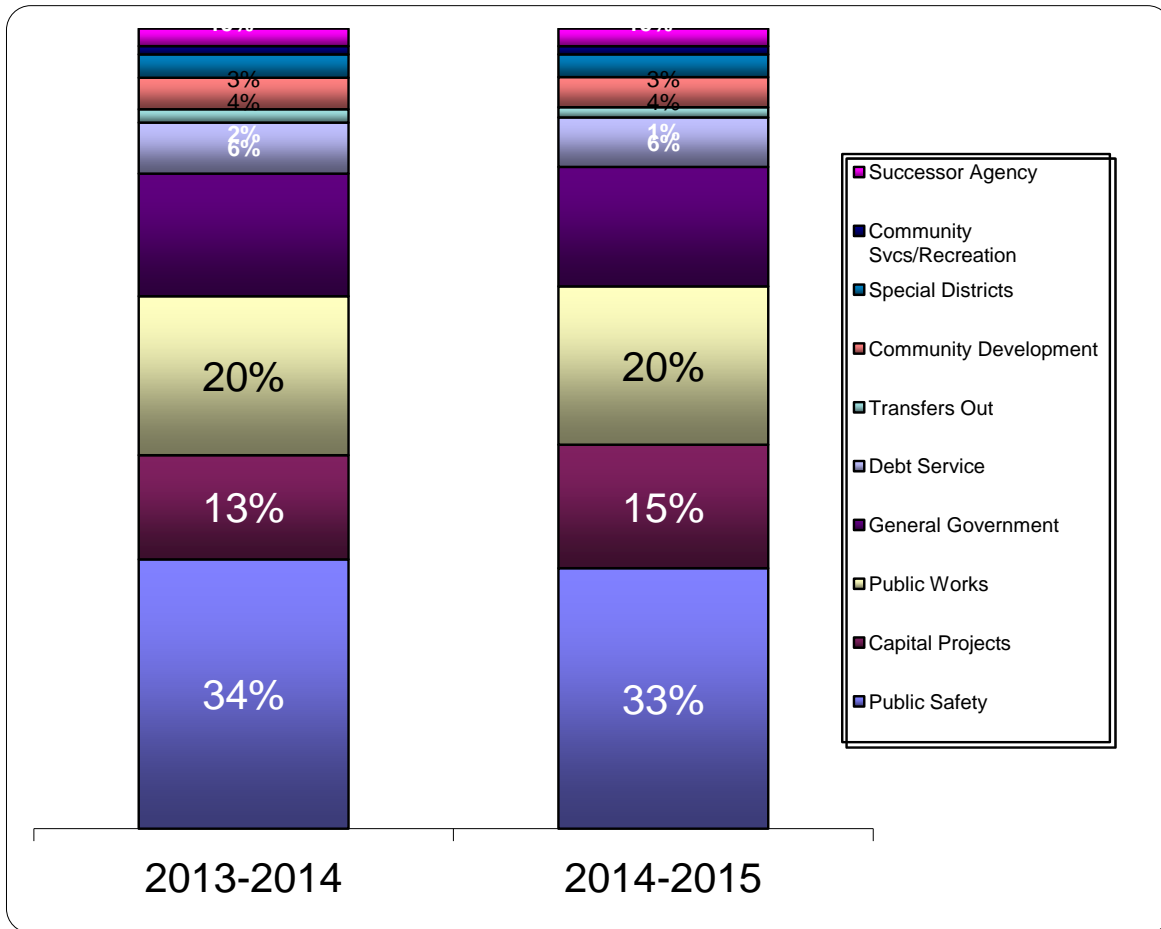
TOTAL FUNDING SOURCES



Resources:	2012-2013 Adopted	2013-2014 Adopted	2013-2014 Projected	2014-2015 Adopted
Taxes	12,013,400	12,476,100	12,687,813	12,806,000
Charges for services	6,279,700	6,824,800	7,333,306	7,307,600
Intergovernmental	3,126,000	1,845,700	3,596,635	2,191,200
Use of Money & Property	229,100	210,300	222,042	192,100
Other Sources of Funds	6,034,700	2,331,700	7,364,551	339,400
Fines, Forfeitures & Penalties	633,900	638,800	639,230	639,700
Licenses & Permits	495,000	398,500	409,188	411,300
Other Revenues	1,228,000	840,200	434,220	385,400
Tax Increment	1,600	550,000	566,847	550,000
TOTAL	30,041,400	26,116,100	33,253,832	24,822,700

GRAPHS AND SUMMARIES

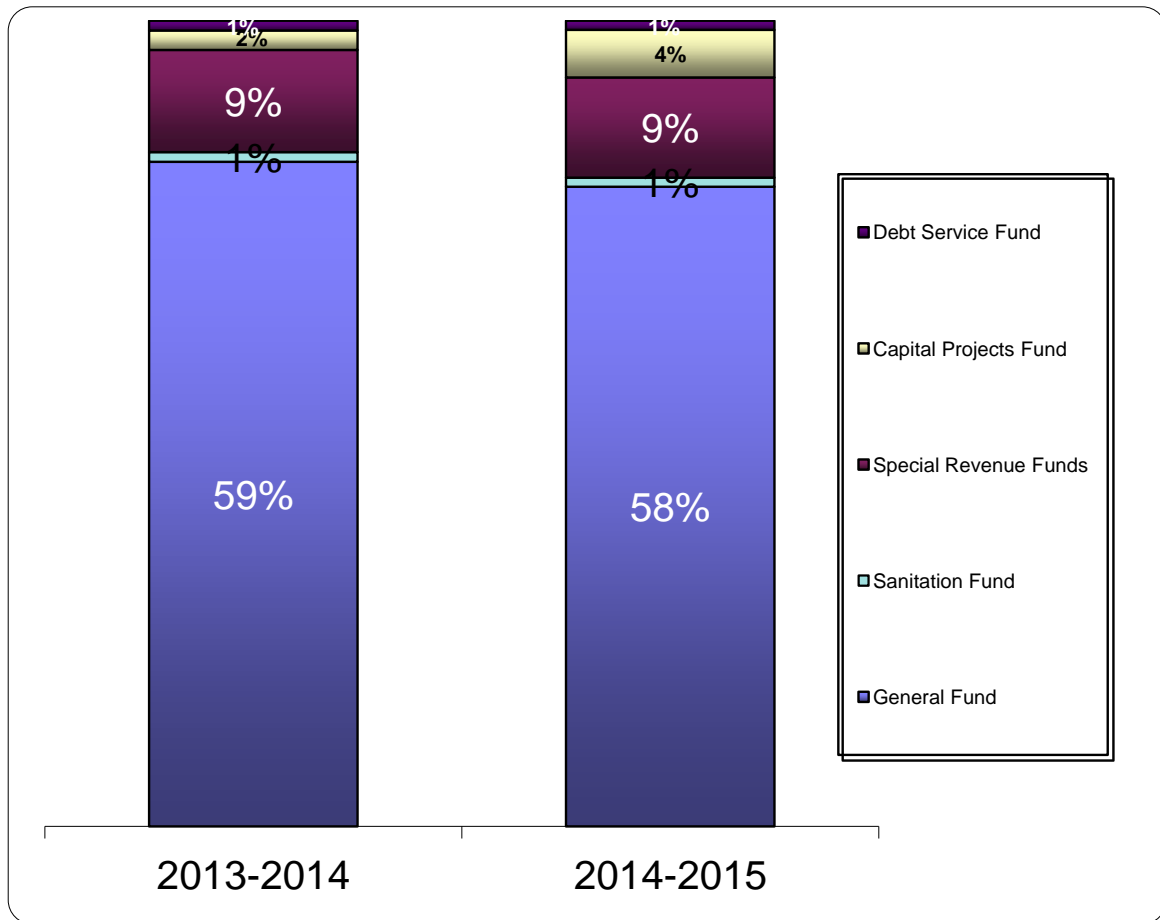
TOTAL EXPENDITURES BY FUNCTION



Expenditures:	2012-2013 Adopted	2013-2014 Adopted	2013-2014 Projected	2014-2015 Adopted
Public Safety	8,554,800	8,705,300	9,117,274	8,671,400
Capital Projects	9,840,800	3,368,300	5,717,842	4,111,100
Public Works	5,782,000	5,138,300	5,190,473	5,269,800
General Government	3,563,700	3,963,700	3,895,123	3,976,700
Debt Service	1,005,500	1,648,800	1,655,071	1,646,400
Transfers Out	534,700	431,700	1,910,181	339,400
Community Development	976,100	1,017,900	1,208,132	1,003,700
Special Districts	733,700	754,900	736,036	755,800
Community Svcs/Recreation	281,900	267,800	271,347	272,400
Successor Agency	258,800	566,000	573,329	585,100
TOTAL	31,532,000	25,862,700	30,274,808	26,631,800

GRAPHS AND SUMMARIES

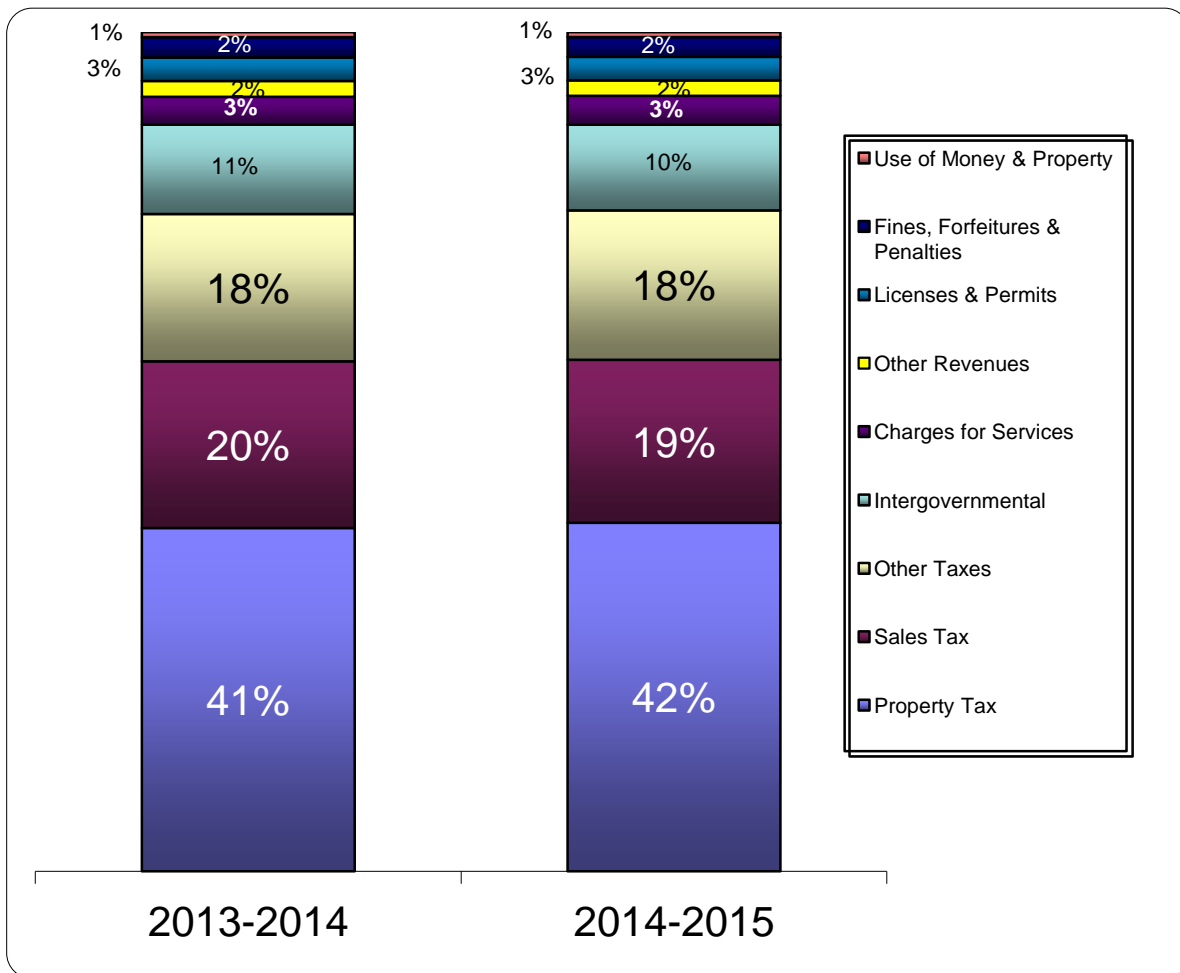
TOTAL EXPENDITURES BY FUND



Funds:	2012-2013 Adopted	2013-2014 Adopted	2013-2014 Projected	2014-2015 Adopted
Governmental Funds				
General Fund	15,081,000	15,367,600	16,418,861	15,421,400
Special Revenue Funds	8,677,000	2,362,300	4,112,808	2,415,600
Capital Projects Fund	872,500	450,400	2,469,511	1,147,900
Debt Service Fund	379,800	224,700	224,654	219,400
Total Governmental Funds	25,010,300	18,405,000	23,225,834	19,204,300
Enterprise Funds				
Sanitation Fund	6,029,600	6,891,700	5,837,337	6,842,400
Successor Agency	492,100	566,000	1,211,637	585,100
TOTAL	31,532,000	25,862,700	30,274,808	26,631,800

GRAPHS AND SUMMARIES

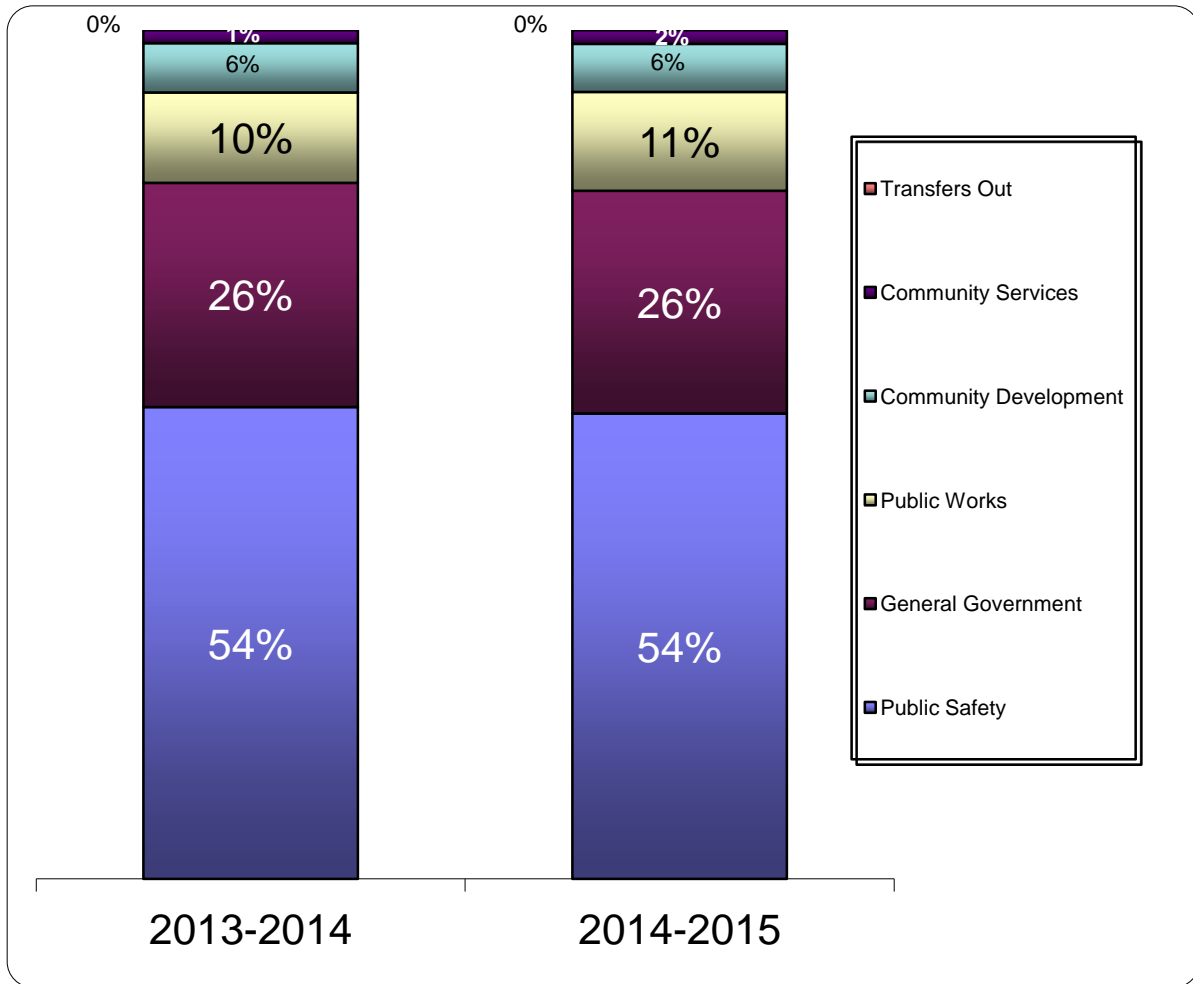
GENERAL FUND REVENUES AND SOURCES



Revenues & Sources:	2012-2013 Adopted	2013-2014 Adopted	2013-2014 Projected	2014-2015 Adopted
Property Tax	5,514,200	5,834,400	6,001,629	6,086,100
Sales Tax	2,900,000	2,832,300	2,790,117	2,846,500
Other Taxes	2,355,000	2,504,000	2,589,289	2,609,000
Intergovernmental	1,458,500	1,519,500	1,513,136	1,496,000
Charges for Services	502,000	472,000	513,896	505,000
Use of Money & Property	92,000	87,000	91,582	87,000
Licenses & Permits	495,000	398,500	409,188	411,300
Fines, Forfeitures & Penalties	340,300	343,800	344,238	343,800
Other Revenues	412,100	269,100	214,574	269,100
TOTAL	14,069,100	14,260,600	14,467,649	14,653,800

GRAPHS AND SUMMARIES

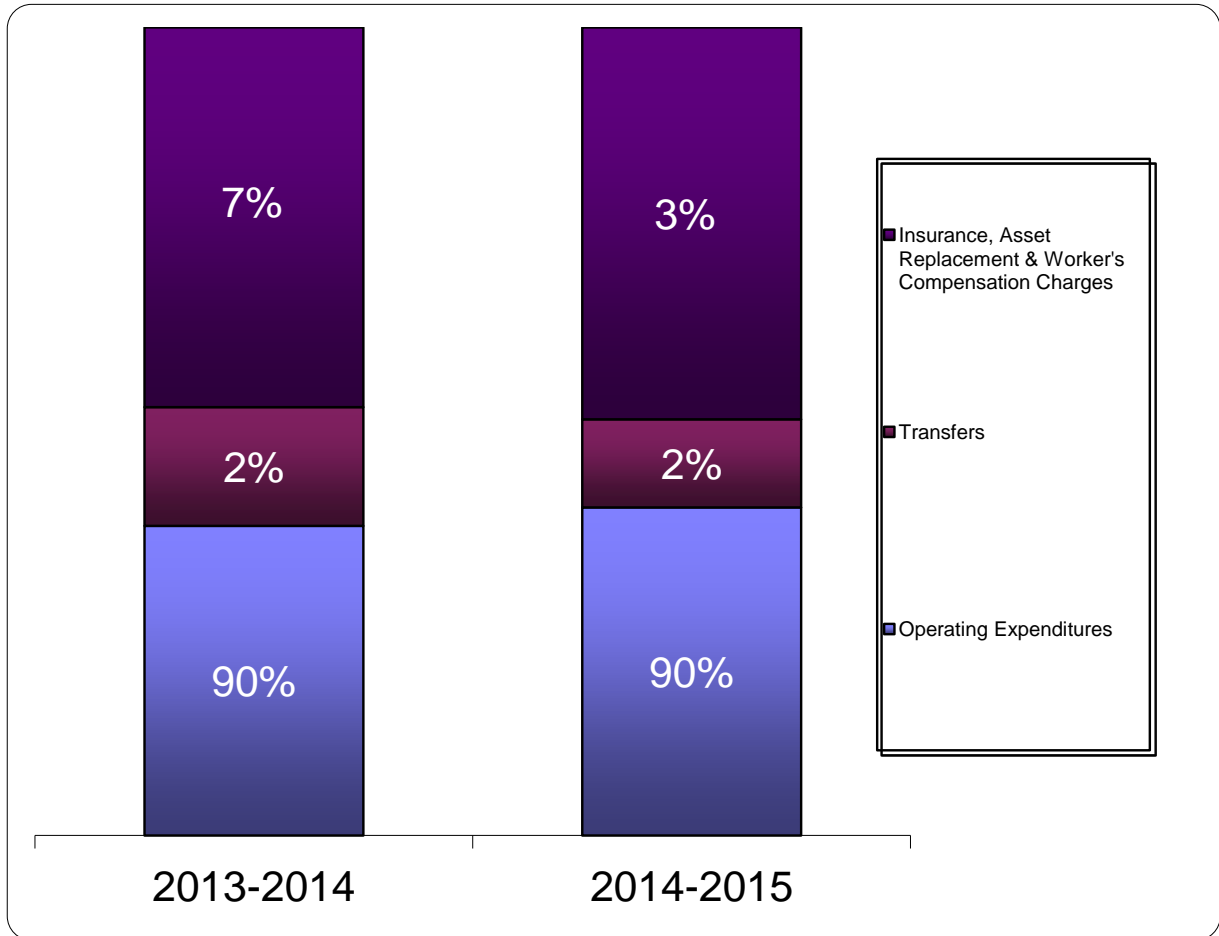
GENERAL FUND EXPENDITURES BY FUNCTION (includes Self-Insurance & Asset Replacement)



Function:	2012-2013 Adopted	2013-2014 Adopted	2013-2014 Projected	2014-2015 Adopted
Public Safety	8,420,300	8,342,400	8,638,860	8,308,100
General Government	3,563,700	3,963,700	3,895,123	3,976,700
Public Works	1,509,800	1,598,200	1,654,692	1,764,900
Community Development	841,600	872,400	854,195	858,200
Community Services	281,900	229,600	243,668	244,500
Transfers Out	463,700	361,300	1,132,323	269,000
TOTAL	15,081,000	15,367,600	16,418,861	15,421,400

GRAPHS AND SUMMARIES

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



Category:	2012-2013 Adopted	2013-2014 Adopted	2013-2014 Projected	2014-2015 Adopted
Operating Expenditures	13,636,300	13,851,000	14,145,548	13,955,900
Transfer to:				
Debt Service	272,100	154,300	154,300	149,000
Capital Improvement Projects	191,600	207,000	943,173	120,000
Insurance, Asset & Facilities Replacement, Worker's Comp & PERS Side Fund Charges	981,000	1,155,300	1,175,840	1,196,500
TOTAL	15,081,000	15,367,600	16,418,861	15,421,400

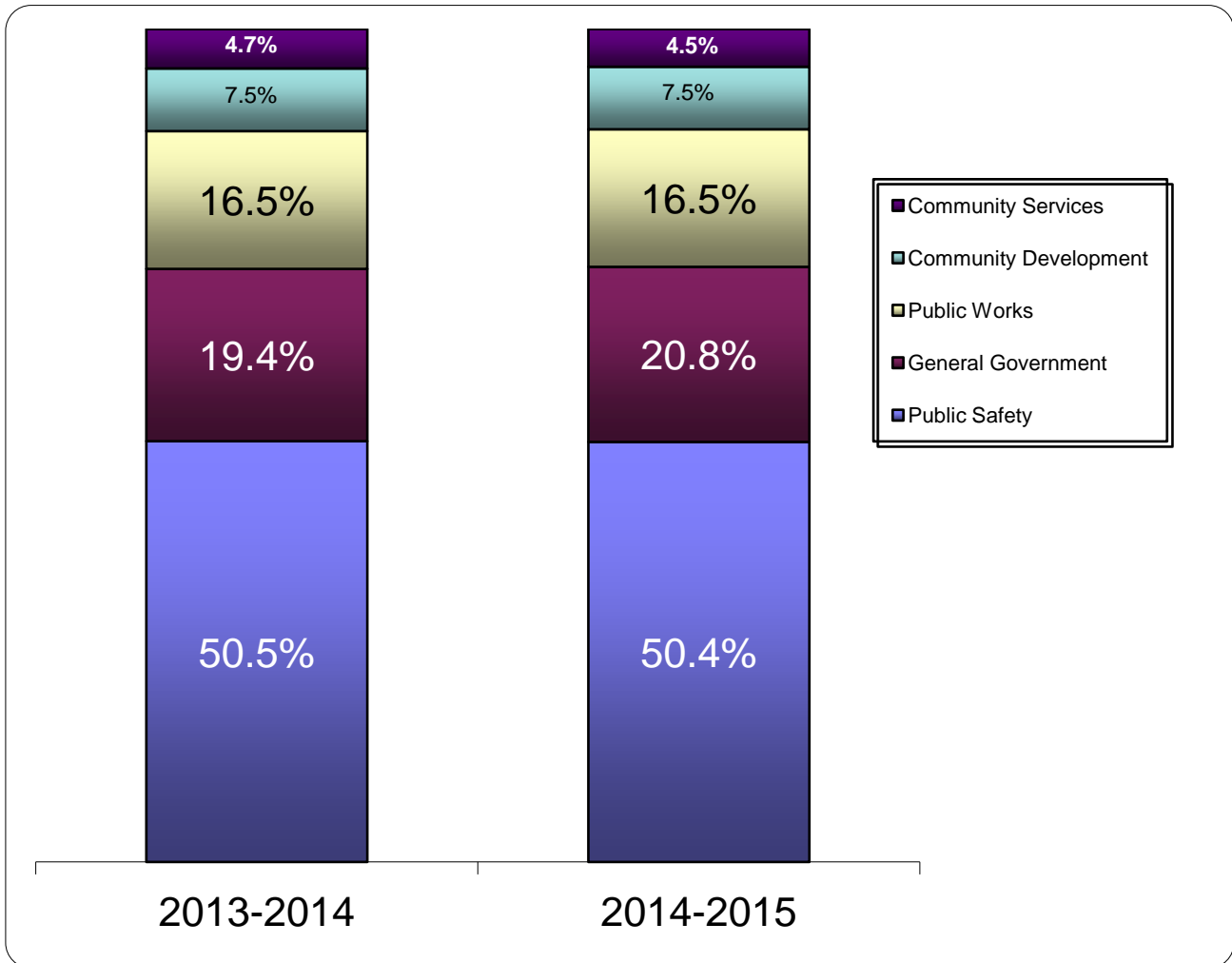
GRAPHS AND SUMMARIES

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

DEPARTMENT/ POSITION TITLE	CLASS CODE/ SALARY RANGES	APPROVED POSITIONS FY 12-13	APPROVED POSITIONS FY 13-14	APPROVED POSITIONS FY 14-15
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	1102	1.00	1.00	1.00
Accountant	2128	1.00	1.00	1.00
Fiscal Services Specialist II	2122	1.00	1.00	1.00
Administrative Assistant II	3086	1.00	1.00	1.00
Fiscal Services Specialist I	2109	0.00	1.00	1.00
Total		4.00	5.00	5.00
HUMAN RESOURCES				
Human Resources Analyst	1103	0.75	0.75	1.00
INFORMATION SYSTEMS				
Network Systems Engineer	1103	1.00	1.00	1.00
COMMUNITY DEVELOPMENT				
Community Development Director	1101	0.00	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
Junior Planner	3107	0.00	1.00	1.00
Administrative Assistant III	3108	1.00	1.00	1.00
Total		4.00	5.00	5.00
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	2.00	2.00	0.00
Fire Engineer/Paramedic	5100	3.00	3.00	9.00
Firefighter/Paramedic	5091	6.00	6.00	3.00
Firefighter	5080	1.00	1.00	0.00
Total		19.00	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	3.00	3.00
Total		10.00	11.00	11.00
Grand Total full-time equivalents		50.75	53.75	54.00
Part-Time/Seasonal full-time equivalents		14.61	12.73	12.60
Grand Total		65.36	66.48	66.60

GRAPHS AND SUMMARIES

AUTHORIZED POSITIONS BY FUNCTION (Home Department)



Function:	2012-2013 APPROVED	2013-2014 APPROVED	APPROVED 2014-2015	
			Full-Time FTE's	Part -Time FTE's
			Public Safety	33.59
General Government	12.63	13.75	14.00	-
Public Works	11.00	11.00	11.00	-
Community Development	5.00	5.00	5.00	-
Community Services	3.14	3.14	1.00	2.01
TOTAL	65.36	66.48	54.00	12.60

GRAPHS AND SUMMARIES

Schedule VI - List of Positions Split Between Funds & Departments

	Fiscal Year 2013-2014	Fiscal Year 2014-2015	Change
	Percent	Percent	Percent
<u>City Manager *</u>			
City Manager	54%	54%	0%
Sanitation	11%	11%	0%
Street Lighting	5%	5%	0%
Successor Agency	30%	30%	0%
Total	100%	100%	0%
<u>Deputy CM/Community Development Director</u>			
City Manager	5%	5%	0%
Human Resources	15%	15%	0%
Community Development	40%	40%	0%
Fire	0%	0%	0%
Codes / Parking	20%	20%	0%
Animal Control	5%	5%	0%
Successor Agency	15%	15%	0%
Total	100%	100%	0%
<u>Director of Public Works/</u>			
<u>City Engineer</u>			
Engineering	35%	35%	0%
Street Maintenance	20%	20%	0%
Sanitation	30%	30%	0%
Street Lighting	10%	10%	0%
CIP Projects	5%	5%	0%
Total	100%	100%	0%
<u>City Clerk</u>			
City Clerk	85%	85%	0%
Successor Agency	15%	15%	0%
Total	100%	100%	0%
<u>Principal Civil Engineer</u>			
Engineering	35%	25%	-10%
Environmental Services	10%	10%	0%
Sanitation	25%	20%	-5%
Street Lighting	15%	15%	0%
CIP Projects	15%	30%	15%
Total	100%	100%	0%
<u>Finance Manager/City Treasurer</u>			
Finance	35%	35%	0%
Risk Management - Insurance	10%	10%	0%
Successor Agency	30%	30%	0%
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>Senior 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%
<u>HR Analyst</u>			
Human Resources	60.0%	60%	0.0%
Workers' Compensation - Insurance	15%	15%	0%
Total	75.0%	75%	0%
<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%	40%	-3%
CIP Projects	7%	10%	0%
Sanitation	50%	50%	0%
Total	100%	100%	0%

GRAPHS AND SUMMARIES

Schedule VI - List of Positions Split Between Funds & Departments

	Fiscal Year 2013-2014	Fiscal Year 2014-2015	Change
	Percent	Percent	Percent
<u>Accountant</u>			
Finance	75%	75%	0%
Successor Agency	15%	15%	0%
Sanitation	10%	10%	0%
Total	100%	100%	0%
<u>Fiscal Services Specialist II</u>			
Finance	75%	75%	0%
Risk Management - Insurance	20%	20%	0%
Sanitation	5%	5%	0%
Total	100%	100%	0%
<u>Fiscal Services Specialist I</u>			
Finance	95%	95%	0%
Sanitation	5%	5%	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 II (CM/Fire/MS)</u>			
City Manager	10%	10%	0%
Fire Department	20%	20%	0%
Marine Safety	20%	20%	0%
Total	50%	50%	0%
<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%	25%	5%
Sanitation	17%	17%	0%
Street Lighting	15%	10%	-5%
Total	100%	100%	0%
<u>Maintenance Workers II (2 in 2012-13, 3 in 2013-14)</u>			
Environmental Services	5%	5%	0%
Street Maintenance	55%	55%	0%
Park Maintenance	30%	30%	0%
Sanitation	10%	10%	0%
Total	100%	100%	0%
<u>Temp Maint Worker I</u>			
Environmental Services	0%	0%	0%
Street Maintenance	0%	0%	0%
Park Maintenance	0%	0%	0%
Sanitation	0%	0%	0%
Total	0%	0%	0%

* Per Contract



CITY OF SOLANA BEACH
FUNCTION ACTIVITY OVERVIEW

FUNCTION	FUND DISTRIBUTION				2014-2015
	GENERAL GOVERNMENT	General Fund			
Risk Management - Insurance				555,700	
Worker's Compensation - Insurance				405,600	
Asset Replacement				187,500	
PERS Side Fund				47,700	
					3,976,700
EXPENSE CLASSIFICATION	2011-2012 ACTUAL	2012-2013 ACTUAL	2013-2014 ADOPTED	2013-2014 PROJECTED	2014-2015 ADOPTED
TOTAL REGULAR POSITIONS	12.29	10.27	10.99	10.99	11.24
SALARIES & FRINGE BENEFITS	1,308,589	1,228,013	1,314,100	1,266,756	1,369,300
MATERIAL, SUPPLIES & SERVICES	1,714,792	1,703,740	2,123,800	2,077,415	2,127,000
CAPITAL, DEBT SVC & CHARGES	296,175	476,300	468,600	493,813	480,400
TOTAL BUDGET	3,319,555	3,408,053	3,906,500	3,837,984	3,976,700

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 2014-2015 BUDGET

DEPARTMENT		DEPT. NO.			BUDGET UNIT	
CITY COUNCIL		5100			001-5000-5100	
OBJECT CODE	EXPENSE CLASSIFICATION	2011-2012 ACTUAL	2012-2013 ACTUAL	2013-2014 ADOPTED	2013-2014 PROJECTED	2014-2015 ADOPTED
SALARIES & FRINGE BENEFITS						
6101	Regular Salaries	53,462	54,024	54,800	51,165	54,800
6103	Overtime	103	42	400	10	400
6205	Retirement	7,626	7,084	8,200	6,912	7,500
6210	Medicare	710	933	800	988	800
622X	Flex Credit Benefit	44,616	52,500	44,600	44,532	57,600
6245	Life Insurance	33	34	-	27	-
TOTAL		106,550	114,617	108,800	103,634	121,100
MATERIALS, SUPPLIES & SERV						
6315	Travel, Conferences, & Meetings	3,195	5,156	4,600	6,400	6,400
6330	Membership and Dues	70,180	71,315	71,200	65,000	65,000
6418	Books, Subscriptions, and Printing	236	221	500	500	500
6420	Departmental Special Supplies	215	5	200	200	200
6529	Mileage	5	4	200	500	500
6530	Professional Services	-	2,500	-	-	-
6532	Contribution to Other Agencies	28,888	32,388	29,900	29,900	39,900
6570	Other Charges	-	-	100	100	100
TOTAL		102,718	111,589	106,700	102,600	112,600
CAPITAL, DEBT SVC & CHRGS						
6910	Claims Liability Charges	1,800	1,700	2,900	2,900	2,200
6920	Workers' Comp Charges	1,400	2,500	2,500	2,500	1,400
TOTAL		3,200	4,200	5,400	5,400	3,600
ACTIVITY TOTALS		212,468	230,406	220,900	211,634	237,300

CITY OF SOLANA BEACH
STAFFING/COMMENTARY/DETAIL

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

Pay Range	Position Title	2012/2013		2013/2014		2014/2015	
		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	11,300	0.20	12,100	0.20	12,100
	Overtime		400		400		400
	Total Salaries		54,400		55,200		55,200
	Total Benefits		60,900		65,900		65,900
	Total	0.20	115,300	0.20	121,100	0.20	121,100

NOTES:

	FY 14/15
6315: League of California Cities meetings	3,200
Closed Session Council meetings	1,600
DC - Marlowe meetings	1,300
LCC Luncheon Fees	300
	6,400
6330: San Dieguito River JPA	49,181
League of California Cities (state)	5,507
LAFCO	6,237
SANDAG	2,272
League of California Cities (SD Chapter)	600
Misc Luncheon Fees	1,203
	65,000
6532: Community Grant Program	15,000
Friends of the Library	10,000
211 San Diego	2,000
Winter Shelter	2,900
	29,900
6570: Council photos, event invitations, ground breaking and special recognition supplies.	

City Clerk's Office

Mission Statement:

Promote the openness of government by providing quality service through access to information and records, oversight of legislative obligations and proceedings, recordation of 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 City Council and other official agendas, attesting to, recording, and preserving all official actions of the City Council, codifying the municipal code, and certifying City documents. The City Clerk's department is responsible for ensuring that all meetings are conducted in accordance with the Brown Act, also known as the open public meeting law. As the filing official/officer, the City Clerk administers the required annual noticing, tracking, and reporting 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, accepts and opens formal bid openings, coordinates citizen commission vacancies and recruitment, processes agreements and recorded documents, performs centralized processing of all legal notices, and acts as the filing office for all claims, subpoenas and summons. The City Clerk's department responds to all inquiries to meet requirements of the Public Records Act including timely responses, required redactions, and assistance in identifying records.

Records Management

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

Election

As the elections official, the City Clerk is responsible for guiding democratic processes, such as conducting 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 statement filings, and monitoring changes in laws and regulations to effectively qualify candidates and initiatives/measures and carry out elections. The department provides oversight in regards to compliance with the Political Reform Act, California Elections Code, California Code of Regulations (FPPC), and Solana Beach Municipal Code.

Community and Public Information The City Clerk's department manages city hall's general lobby operations which include routing all incoming calls, directing public inquiries, assisting all visitors, , 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 department counter administration.

CITY CLERK'S OFFICE (continued)

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

Goals:

- Comply with the California Government Code, Political Reform Act, Fair Political Practices Commission, Public Records Act, Solana Beach Municipal Code, Conflict of Interest Code and other various state codes and statutes in a timely and efficient manner in order to meet obligations which include official noticing, publication, and regulated filings.
- Confirm the City's conformance that legislative bodies conduct meetings in accordance with the Brown Act, also known as the open public meeting law, specifically in terms of noticing.
- Process legislative documents including minutes, resolutions, ordinances, contracts, recorded documents, official records of proceedings.
- Assure conformity with requirements for public records requests, appropriately collaborate to provide the most definitive conclusions, and fulfill required deadlines.
- 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 help ensure professional and fair election processes for the community.
- Manage excellent citywide front desk and City Clerk department customer service in order to provide information and direction to the public.

CITY OF SOLANA BEACH
FISCAL YEAR 2014-2015 BUDGET

DEPARTMENT		DEPT. NO.			BUDGET UNIT	
CITY CLERK		5150			001-5000-5150	
OBJECT CODE	EXPENSE CLASSIFICATION	2011-2012 ACTUAL	2012-2013 ACTUAL	2013-2014 ADOPTED	2013-2014 PROJECTED	2014-2015 ADOPTED
SALARIES & FRINGE BENEFITS						
6101	Regular Salaries	142,444	144,637	175,400	135,696	178,200
6102	Part Time & Temporary Salaries	18,743	11,112	-	67,613	-
6103	Overtime	1,599	1,216	100	4,625	100
6105	Temporary Non-Payroll	44,726	25,074	-	7,136	-
6205	Retirement	21,107	16,601	25,800	19,477	21,300
6210	Medicare	2,439	2,248	2,500	2,729	2,600
6211	Social Security	1,198	629	-	1,531	-
622X	Flex Credit Benefit	17,241	20,755	22,300	22,229	28,800
6245	Life Insurance	444	447	600	426	600
6280	Auto Allowance	3,051	2,601	2,600	2,551	2,600
6290	Phone Allowance	598	510	500	501	-
TOTAL		253,590	225,830	229,800	264,514	234,200
MATERIALS, SUPPLIES & SERV						
6315	Travel, Conferences, & Meetings	354	482	1,400	1,350	2,000
6320	Training	-	159	300	475	400
6330	Membership and Dues	235	210	600	500	500
6415	Election Supplies	801	17,299	800	165,000	11,000
6417	Postage	4,915	8,721	8,500	8,200	8,500
6418	Books, Subscriptions, and Printing	1,922	2,718	5,300	4,600	5,300
6419	Minor Equipment	176	1,190	400	350	500
6420	Departmental Special Supplies	8,922	8,477	8,100	8,000	8,500
6522	Advertising	1,661	1,228	3,700	3,450	3,700
6525	Rents and Leases	6,666	2,550	2,800	2,800	2,900
6529	Mileage	51	67	200	180	200
6530	Professional Services	4,523	33,114	27,300	14,000	56,200
6531	Maint. & Operation of Equipment	-	577	500	450	500
6570	Other Charges	758	606	200	185	200
TOTAL		30,984	77,398	60,100	209,540	100,400
CAPITAL, DEBT SVC & CHRGS						
6910	Claims Liability Charges	6,400	5,500	9,200	9,200	7,000
6920	Workers' Comp Charges	4,900	7,800	8,000	8,000	4,600
6930	Asset Replacement Charges	1,300	1,300	1,300	1,300	1,300
TOTAL		12,600	14,600	18,500	18,500	12,900
ACTIVITY TOTALS		297,174	317,828	308,400	492,554	347,500

CITY OF SOLANA BEACH
STAFFING/COMMENTARY/DETAIL

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

Pay Range	Position Title	2012/2013		2013/2014		2014/2015	
		Adopted FTE Hours	Adopted Budget	Adopted FTE Hours	Adopted Budget	Adopted FTE Hours	Adopted Budget
1-101	City Clerk	0.90	98,500	0.85	88,600	0.85	89,200
1-104	Deputy City Clerk	0.75	43,000	0.75	44,300	0.75	46,500
3086	Admin Assistant II	1.00	28,500	1.00	42,500	1.00	42,500
1-104	PT Mgmt Analyst	-	-	-	-	-	-
	Overtime		100		100		100
	Total Salaries		170,100		175,500		178,300
	Total Benefits		56,800		56,300		55,900
	Total	2.65	226,900	2.60	231,800	2.60	234,200

SERVICE INDICATORS	2011/12 Actual	2012/13 Actual	2013/14 Projected	2014/15 Proposed
Resolutions adopted	188	146	135	140
Ordinances adopted	6	4	5	5
Council agendas - public meetings	26	26	25	26
Records requests	267	268	305	300
Receipt processing	1,802	1,498	1,464	n/a

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, City Clerk reference materials, records reproduction County Recorder's guide, referemce materials.
- 6420: Supplies: Meeting and agenda packet preparation, audio/video reproduction, record request materials/services, vital record archival materials, plaques, gavel, front desk operations, etc.
- 6522: Required publication of ordinances/resolutions/hearing notices
- 6525: Postage machine lease.
- 6530: Document imaging and content mgmt software support/maintenance, official redaction software annual maintenance, Front desk temporary staffing, consultant, translation services for Public Mtgs, records storage/destruction/shredding vendor.
- 6531: Dedicated scanner, official bid date stamper.



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.

The **Community Services** division 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. In addition, the Community Services Department is directly responsible for providing programs and services to the community, including rental processing of La Colonia field and Community Center and managing the Fletcher Cove Community Center for City programs, rentals and services; Coordination of 30 City-sponsored special events; development of joint use agreements with local school districts and other organizations for facility use and program resources; contract management with the Boys & Girls Club for the City's After School Enrichment Program; non-City-sponsored special event application administration; and Summer Youth Camps.

CITY MANAGER (continued)

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.
- Continue the comprehensive review of land use policies and selected zoning ordinances to preserve community character through the General Plan Update.
- Promote a culture of learning and communication that ensures the community is well informed while providing a high level of confidence in local government.
- Continue the General Plan Update (Housing, Circulation, Land Use, Climate Action Plan).
- Continue the approved USACE 50-year Sand Replenishment Project
- Complete the RFP process for the NCTD project.

CITY OF SOLANA BEACH
FISCAL YEAR 2014-2015 BUDGET

DEPARTMENT		DEPT. NO.			BUDGET UNIT	
CITY MANAGER		5200			001-5000-5200	
OBJECT CODE	EXPENSE CLASSIFICATION	2011-2012 ACTUAL	2012-2013 ACTUAL	2013-2014 ADOPTED	2013-2014 PROJECTED	2014-2015 ADOPTED
SALARIES & FRINGE BENEFITS						
6101	Regular Salaries	154,608	180,336	182,800	174,975	183,100
6102	Part Time & Temporary Salaries	47,119	4,198	3,700	7,695	4,300
6103	Overtime	693	302	700	233	700
6205	Retirement	28,266	24,020	27,400	26,574	29,200
6210	Medicare	2,789	2,464	2,700	2,540	2,700
6211	Social Security	1,174	76	-	57	-
622X	Flex Credit Benefit	13,529	18,094	14,900	18,580	19,300
6245	Life Insurance	477	548	600	554	600
6280	Auto Allowance	1,897	153	200	150	200
6290	Phone Allowance	512	300	600	375	-
TOTAL		251,065	230,491	233,600	231,733	240,100
MATERIALS, SUPPLIES & SERV						
6315	Travel, Conferences, & Meetings	4,025	3,253	4,300	5,200	5,200
6320	Training	-	355	1,000	1,000	1,000
6330	Membership and Dues	2,624	3,125	2,700	2,800	2,800
6418	Books, Subscriptions, and Printing	110	571	300	300	300
6420	Departmental Special Supplies	267	496	800	800	800
6529	Mileage	264	219	300	400	400
6530	Professional Services	2,081	677	-	-	-
6539	Contingency	7,927	15,508	31,800	37,500	37,500
TOTAL		17,298	24,204	41,200	48,000	48,000
CAPITAL, DEBT SVC & CHRGS						
6910	Claims Liability Charges	8,200	6,800	9,800	9,800	7,400
6920	Workers' Comp Charges	6,200	9,700	8,500	8,500	4,800
6930	Asset Replacement Charges	-	-	-	-	-
TOTAL		14,400	16,500	18,300	18,300	12,200
ACTIVITY TOTALS		282,763	271,195	293,100	298,033	300,300

CITY OF SOLANA BEACH
STAFFING/COMMENTARY/DETAIL

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

Pay Range	Position Title	2012/2013		2013/2014		2014/2015	
		Adopted FTE Hours	Adopted Budget	Adopted FTE Hours	Adopted Budget	Adopted FTE Hours	Adopted Budget
Contract	City Manager	0.64	128,800	0.54	104,300	0.54	104,400
1-101	DCM/Community Dev. Dir.	0.05	7,500	0.05	7,500	0.05	7,500
1-102	Assistant to CM	-	-	-	-	-	-
1-104	Sr. Management Analyst	0.45	34,800	0.45	34,800	0.45	35,000
2121	Admin Assistant IV	0.60	32,000	0.60	36,200	0.60	36,200
3108	Admin Assistant III	0.10	7,000	-	-	-	-
3086	Admin Assistant II	-	-	0.10	3,700	0.10	4,300
	Overtime		700		700		700
	Total Salaries		210,800		187,200		188,100
	Total Benefits		52,500		52,500		52,000
	Total	1.84	263,300	1.74	239,700	1.74	240,100

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 2014-2015 BUDGET

DEPARTMENT		DEPT. NO.			BUDGET UNIT	
CITY ATTORNEY		5250			001-5000-5250	
OBJECT CODE	EXPENSE CLASSIFICATION	2011-2012 ACTUAL	2012-2013 ACTUAL	2013-2014 ADOPTED	2013-2014 PROJECTED	2014-2015 ADOPTED
SALARIES & FRINGE BENEFITS						
6101	Regular Salaries	7,863	8,493	14,800	-	15,500
6102	Part Time & Temporary Salaries			-	8,750	-
6205	Retirement	1,135	671	2,200	1,298	1,300
6210	Medicare	122	122	200	122	200
622X	Flex Credit Benefit	1,073	1,575	2,100	126	2,800
6245	Life Insurance	23	28	-	-	100
TOTAL		10,216	10,889	19,300	10,296	19,900
MATERIALS, SUPPLIES & SERV						
6418	Books, Subscriptions, and Printing	4,439	5,765	5,000	5,000	5,000
6420	Departmental Special Supplies	-	163	-	-	-
6530	Professional Services	362,737	394,462	500,000	510,900	500,000
TOTAL		367,176	400,390	505,000	515,900	505,000
CAPITAL, DEBT SVC & CHRGS						
6910	Claims Liability Charges	500	500	800	800	600
6920	Workers' Comp Charges	400	700	700	700	400
TOTAL		900	1,200	1,500	1,500	1,000
ACTIVITY TOTALS		378,292	412,479	525,800	527,696	525,900

CITY OF SOLANA BEACH
SUMMARY/COMMENTARY/DETAIL

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

Pay Range	Position Title	2012/2013		2013/2014		2014/2015	
		Adopted FTE Hours	Adopted Budget	Adopted FTE Hours	Adopted Budget	Adopted FTE Hours	Adopted Budget
1-104	Deputy City Clerk	0.25	14,200	0.25	14,800	0.25	15,500
	Total Salaries		14,200		14,800		15,500
	Total Benefits		4,700		4,400		4,400
	Total	0.25	18,900	0.25	19,200	0.25	19,900

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 (Successor Agency).

The **Finance Department** maintains the financial records of the City and the Successor 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 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 2014-2015 BUDGET

DEPARTMENT		DEPT. NO.			BUDGET UNIT	
FINANCE		5300			001-5000-5300	
OBJECT CODE	EXPENSE CLASSIFICATION	2011-2012 ACTUAL	2012-2013 ACTUAL	2013-2014 ADOPTED	2013-2014 PROJECTED	2014-2015 ADOPTED
SALARIES & FRINGE BENEFITS						
6101	Regular Salaries	176,167	165,466	181,800	164,043	229,300
6102	Part Time & Temporary Salaries	42,557	64,578	42,600	30,188	-
6103	Overtime	7,267	6,585	1,200	1,886	1,200
6104	Special Pay	42,060	-	-	-	-
6205	Retirement	35,697	29,173	33,000	26,022	26,700
6210	Medicare	3,830	3,290	3,300	2,725	3,300
6211	Social Security	2,608	627	-	289	-
622X	Flex Credit Benefit	29,176	33,031	32,600	34,129	42,100
6245	Life Insurance	682	607	800	458	800
6290	Phone Allowance	370	268	200	207	-
TOTAL		340,414	303,625	295,500	259,947	303,400
MATERIALS, SUPPLIES & SERV						
6315	Travel, Conferences, & Meetings	20	116	-	-	-
6320	Training	325	78	600	600	2,000
6330	Membership and Dues	320	430	300	300	300
6418	Books, Subscriptions, and Printing	168	328	400	400	400
6419	Minor Equipment	324	-	-	-	-
6420	Departmental Special Supplies	1,620	1,242	1,900	1,900	1,900
6522	Advertising	274	275	200	200	300
6529	Mileage	22	39	-	30	100
6530	Professional Services	36,854	41,495	35,000	47,000	54,000
6531	Maint. & Operation of Equipment	28,621	28,798	30,000	30,000	30,900
6570	Other Charges	144,416	134,388	308,000	131,660	132,500
TOTAL		212,964	207,189	376,400	212,090	222,400
CAPITAL, DEBT SVC & CHRGS						
6910	Claims Liability Charges	11,400	7,100	11,900	11,900	9,100
6920	Workers' Comp Charges	8,700	10,200	10,300	10,300	5,900
6930	Asset Replacement Charges	10,900	10,900	10,900	10,900	10,900
6940	PERS Side Fund Charges	119,047	120,837	120,500	120,500	127,300
TOTAL		150,047	149,037	153,600	153,600	153,200
ACTIVITY TOTALS		703,425	659,851	825,500	625,637	679,000

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

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

Pay Range	Position Title	2012/2013		2013/2014		2014/2015	
		Adopted FTE Hours	Adopted Budget	Adopted FTE Hours	Adopted Budget	Adopted FTE Hours	Adopted Budget
1-101	Finance Director	-	-	-	-	-	-
1-102	Finance Manager/Treasurer	0.55	66,000	0.35	42,000	0.35	42,200
2128	Accountant	0.85	54,900	0.75	48,500	0.75	48,500
2122	Fiscal Services Specialist II	0.95	57,300	0.75	45,200	0.75	45,200
3066	Admin Assistant II	1.00	42,600	1.00	42,600	1.00	42,600
2109	Fiscal Services Specialist I	-	-	1	46,100	0.95	50,800
	Special Pay						
	Overtime		1,200		1,200		1,200
	Total Salaries		222,000		225,600		230,500
	Total Benefits		68,800		73,100		72,900
	Total	3.35	290,800	3.80	298,700	3.80	303,400

SERVICE INDICATORS	2011/12 Actual	2012/13 Actual	2013/14 Projected	2014/15 Proposed
A/P checks	2255	1516	1700	1700
Payroll checks/vouchers	2435	2524	2500	2500
W-2 forms	156	146	140	140
1099 forms	40	43	45	45
Bank reconciliations	72	72	72	72
Cash receipts processed	2552	2491	3000	3000
Purchase Orders processed	232	248	250	250

NOTES:

	FY 14/15
6530: Annual Audit	22,000
Sales Tax Reports/Audit	10,900
CAFR Statistics & Debt Statement	1,100
Fire Benefit Administration	2,500
Computer Software Consultant	6,500
OPED Actuarial Report	11,000
	<u>54,000</u>
6531: Pentamation Licenses and Support	
The cost also reflects department expenditures for computer costs associated with the accounting system.	
6570: Property tax administration	77,000
Sales tax administration	32,000
Bank fees	22,000
Budget/CAFR awards program	1,500
	<u>132,500</u>



CITY OF SOLANA BEACH
FISCAL YEAR 2014-2015 BUDGET

DEPARTMENT		DEPT. NO.			BUDGET UNIT	
SUPPORT SERVICES		5350			001-5000-5350	
OBJECT CODE	EXPENSE CLASSIFICATION	2011-2012 ACTUAL	2012-2013 ACTUAL	2013-2014 ADOPTED	2013-2014 PROJECTED	2014-2015 ADOPTED
SALARIES & FRINGE BENEFITS						
TOTAL		-	-	-	-	-
MATERIALS, SUPPLIES & SERV						
6416	Office Supplies	5,131	6,167	5,000	5,000	5,000
6418	Books, Subscriptions & Printing	4,050	6,078	5,500	6,205	5,500
6419	Minor Equipment	-	3,681	-	-	-
6420	Departmental Special Supplies	2,312	2,651	2,500	2,000	2,000
6525	Rents and Leases	12,819	11,960	12,000	12,000	12,000
6530	Professional Services	-	4,193	4,500	3,600	4,500
6531	Maint. & Operation of Equipment	550	614	600	680	700
6570	Other Charges	63	-	100	100	100
TOTAL		24,926	35,344	30,200	29,585	29,800
CAPITAL, DEBT SVC & CHRGS						
6640	Equipment	-	2,689	-	-	-
TOTAL		-	2,689	-	-	-
ACTIVITY TOTALS		24,926	38,033	30,200	29,585	29,800

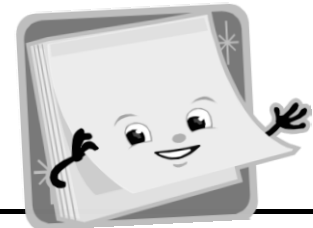
CITY OF SOLANA BEACH
STAFFING/COMMENTARY/DETAIL

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

Pay Range	Position Title	2012/2013		2013/2014		2014/2015	
		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 2014-2015 BUDGET

DEPARTMENT		DEPT. NO.			BUDGET UNIT	
HUMAN RESOURCES		5400			001-5000-5400	
OBJECT CODE	EXPENSE CLASSIFICATION	2011-2012 ACTUAL	2012-2013 ACTUAL	2013-2014 ADOPTED	2013-2014 PROJECTED	2014-2015 ADOPTED
SALARIES & FRINGE BENEFITS						
6101	Regular Salaries	33,203	33,718	34,500	82,663	86,800
6102	Part Time & Temporary Salaries	41,058	38,818	43,700	7,173	-
6103	Overtime	396	278	200	252	200
6205	Retirement	12,171	10,191	11,500	13,305	13,700
6210	Medicare	866	825	1,100	1,342	1,300
6211	Social Security	-	25	-	-	-
622X	Flex Credit Benefit	8,759	10,189	8,200	13,826	12,700
6245	Life Insurance	241	217	300	270	300
6260	Unemployment Insurance	18,279	14,933	20,000	1,925	20,000
6270	Retirees Health Insurance	101,879	105,058	135,000	103,956	135,000
6280	Auto Allowance	488	459	500	450	500
6290	Phone Allowance	96	90	100	89	-
6295	Rideshare Program	5,520	4,400	5,000	4,587	5,000
TOTAL		222,955	219,201	260,100	229,838	275,500
MATERIALS, SUPPLIES & SERV						
6315	Travel, Conferences, & Meetings	25	108	1,300	1,400	1,300
6320	Training	1,110	165	1,100	1,000	1,700
6330	Membership and Dues	1,204	1,457	1,400	2,400	2,300
6341	Tuition Reimbursement	4,868	3,449	4,000	2,000	4,000
6350	Pre-Employment	8,145	7,550	2,900	4,000	4,900
6351	Recruitment	1,917	7,697	300	3,000	27,000
6418	Books, Subscriptions & Printing	272	355	300	400	300
6420	Special Department Supplies	-	95	-	140	-
6522	Advertising	-	-	500	-	500
6529	Mileage	-	-	200	300	200
6530	Professional Services	3,783	2,831	4,200	4,000	5,800
6538	Special Events	2,698	3,032	2,000	2,500	3,000
6570	Other Charges	1,870	1,787	4,400	2,400	4,400
TOTAL		25,892	28,526	22,600	23,540	55,400
CAPITAL, DEBT SVC & CHRGS						
6910	Claims Liability Charges	3,300	2,300	4,100	4,100	3,400
6920	Workers' Comp Charges	2,500	3,500	3,600	3,600	2,200
TOTAL		5,800	5,800	7,700	7,700	5,600
ACTIVITY TOTALS		254,647	253,527	290,400	261,078	336,500

CITY OF SOLANA BEACH
STAFFING/COMMENTARY/DETAIL

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

Pay Range	Position Title	2012/2013		2013/2014		2014/2015	
		Adopted FTE Hours	Adopted Budget	Adopted FTE Hours	Adopted Budget	Adopted FTE Hours	Adopted Budget
1-101	DCM/Community Dev. Dir.	0.15	22,500	0.15	22,500	0.15	22,600
1-104	H/R Analyst	0.63	38,800	0.60	43,700	0.80	52,200
2121	Administrative Assistant IV	0.20	11,200	0.20	12,000	0.20	12,000
	Overtime		200		200		200
	Total Salaries		72,700		78,400		87,000
	Total Benefits		21,800		28,500		28,500
	Health Insurance Retirees		110,000		135,000		135,000
	Unemployment Insurance		15,000		20,000		20,000
	Rideshare Program		5,000		5,000		5,000
	Total	0.98	224,500	0.95	266,900	1.15	275,500

SERVICE INDICATORS	2011/12 Actual	2012/13 Actual	2013/14 Projected	2014/15 Proposed
New employees hired	20*	32*	30	n/a
Average to complete recruitment (days)	40	50	50	n/a
Separations/Terminations	12**	16**	75**	n/a
MOUs negotiated	1	3	3	n/a
In-service training programs offered	5	n/a	n/a	n/a
Employee (avg) participants per in-service training	30	n/a	n/a	n/a
	* Includes temporary/seasonal employees			
	** Includes retirements, resignations, temporary/seasonal			
	*** Includes retirements, resignations, 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 2014-2015 BUDGET

DEPARTMENT		DEPT. NO.			BUDGET UNIT	
INFO/COMMUNICATION SYSTEMS		5450			001-5000-5450	
OBJECT CODE	EXPENSE CLASSIFICATION	2011-2012 ACTUAL	2012-2013 ACTUAL	2013-2014 ADOPTED	2013-2014 PROJECTED	2014-2015 ADOPTED
SALARIES & FRINGE BENEFITS						
6101	Regular Salaries	97,074	97,074	97,100	93,340	97,700
6103	Overtime	-	-	-	373	-
6205	Retirement	15,832	13,545	14,300	13,747	15,400
6210	Medicare	1,360	1,349	1,400	1,324	1,400
622X	Flex Credit Benefit	8,598	10,500	8,600	10,660	11,100
6245	Life Insurance	305	292	300	283	300
6280	Auto Allowance	6	-	-	-	-
6290	Phone Allowance	624	600	600	589	-
TOTAL		123,798	123,360	122,300	120,316	125,900
MATERIALS, SUPPLIES & SERV						
6330	Membership and Dues	-	-	300	300	300
6419	Minor Equipment	13,395	12,919	12,500	13,500	14,000
6420	Departmental Special Supplies	996	3,204	3,500	3,500	3,500
6523	Communications	25,724	30,339	32,200	32,200	36,500
6525	Rents/Leases	1,254	1,499	1,300	1,300	1,300
6529	Mileage	-	-	300	300	300
6530	Professional Services	20,558	18,542	23,000	20,000	23,000
6531	Maint. & Operation of Equipment	18,276	17,200	20,700	15,700	24,200
6535	Community Television Production	30,983	34,875	38,200	41,000	38,200
TOTAL		111,185	118,578	132,000	127,800	141,300
CAPITAL, DEBT SVC & CHRGS						
6640	Equipment	(96)	1,349	-	-	-
6910	Claims Liability Charges	3,600	3,100	5,100	5,100	3,900
6920	Workers' Comp Charges	2,700	4,500	4,400	4,400	2,500
6930	Asset Replacement Charges	50,300	50,300	50,300	50,300	50,300
TOTAL		56,504	59,249	59,800	59,800	56,700
ACTIVITY TOTALS		291,487	301,187	314,100	307,916	323,900

CITY OF SOLANA BEACH
STAFFING/COMMENTARY/DETAIL

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

Pay Range	Position Title	2012/2013		2013/2014		2014/2015	
		Adopted FTE Hours	Adopted Budget	Adopted FTE Hours	Adopted Budget	Adopted FTE Hours	Adopted Budget
1-101 1-103	DCM/Community Dev. Dir. Network Systems Engineer	- 1.00	- 97,100	- 1.00	- 97,100	- 1.00	- 97,700
	Total Salaries		97,100		97,100		97,700
	Total Benefits		25,900		28,700		28,200
	Total	1.00	123,000	1.00	125,800	1.00	125,900

SERVICE INDICATORS	2011/12 Actual	2012/13 Actual	2013/14 Projected	2014/15 Proposed
PC's supported	67	70	70	70
Physical servers supported	16	14	13	12
Virtual servers supported	6	8	11	12
Printers supported	28	29	29	29
Telephones supported	75	75	75	75
Voicemail boxes supported	89	90	90	90
Email boxes supported	115	115	115	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 2014-2015 BUDGET

DEPARTMENT		DEPT. NO.			BUDGET UNIT	
RISK MANAGEMENT - INSURANCE		5460			120-5000-5460	
OBJECT CODE	EXPENSE CLASSIFICATION	2011-2012 ACTUAL	2012-2013 ACTUAL	2013-2014 ADOPTED	2013-2014 PROJECTED	2014-2015 ADOPTED
SALARIES & FRINGE BENEFITS						
6101	Regular Salaries	-	-	24,100	22,850	24,100
6103	Overtime	-	-	-	374	-
6205	Retirement	-	-	3,500	3,361	3,800
6210	Medicare	-	-	300	308	300
622X	Flex Credit Benefit	-	-	2,600	3,077	3,300
6245	Life Insurance	-	-	100	66	100
6290	Phone Allowance	-	-	100	57	-
TOTAL		-	-	30,700	30,093	31,600
MATERIALS, SUPPLIES & SERV						
6310	Insurance and Surety Bonds	187,550	217,133	240,200	244,216	283,600
6315	Travel-Meeting	-	-	500	-	500
6419	Minor Equipment	-	539	-	-	-
6530	Professional Services	69,860	14,616	60,000	31,332	60,000
6540	Damage Claims	161,137	140,749	180,000	180,000	180,000
6541	Damage to City Property	8,305	-	-	-	-
TOTAL		426,852	373,037	480,700	455,548	524,100
CAPITAL, DEBT SVC & CHRGS						
TOTAL		-	-	-	-	-
ACTIVITY TOTALS		426,852	373,037	511,400	485,641	555,700

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

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

Pay Range	Position Title	2012/2013		2013/2014		2014/2015	
		Adopted FTE Hours	Adopted Budget	Adopted FTE Hours	Adopted Budget	Adopted FTE Hours	Adopted Budget
1-102 2122	Finance Manager/Treasurer	-	-	0.10	12,000	0.10	12,100
	Fiscal Services Specialist II	-	-	0.20	12,100	0.20	12,000
	Total Salaries		-		24,100		24,100
	Total Benefits		-		6,600		7,500
	Total	-	-	0.30	30,700	0.30	31,600

SERVICE INDICATORS	2011/12 Actual	2012/13 Actual	2013/14 Projected	2014/15 Proposed
Liability claims filed				
Value of claims*				

*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 2014-2015 BUDGET

DEPARTMENT		DEPT. NO.			BUDGET UNIT	
WORKERS' COMPENSATION - INSURANCE		5465			125-5000-5465	
OBJECT CODE	EXPENSE CLASSIFICATION	2011-2012 ACTUAL	2012-2013 ACTUAL	2013-2014 ADOPTED	2013-2014 PROJECTED	2014-2015 ADOPTED
SALARIES & FRINGE BENEFITS						
6101	Regular Salaries	-	-	-	-	13,100
6102	Part Time & Temporary Salaries	-	-	10,900	12,279	-
6205	Retirement	-	-	1,600	1,807	2,100
6210	Medicare	-	-	200	195	200
622X	Flex Credit Benefit	-	-	1,300	2,068	2,200
6245	Life Insurance	-	-	-	36	-
TOTAL		-	-	14,000	16,385	17,600
MATERIALS, SUPPLIES & SERV						
6310	Insurance and Surety Bonds	87,751	114,425	131,900	125,832	158,000
6530	Professional Services	31,712	44,227	37,000	26,980	30,000
6540	Damage Claims	275,333	168,833	200,000	200,000	200,000
TOTAL		394,797	327,485	368,900	352,812	388,000
CAPITAL, DEBT SVC & CHRGS						
TOTAL		-	-	-	-	-
ACTIVITY TOTALS		394,797	327,485	382,900	369,197	405,600

CITY OF SOLANA BEACH
STAFFING/COMMENTARY/DETAIL

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

Pay Range	Position Title	2012/2013		2013/2014		2014/2015	
		Adopted FTE Hours	Adopted Budget	Adopted FTE Hours	Adopted Budget	Adopted FTE Hours	Adopted Budget
1-104	HR Analyst	-	-	0.15	10,900	0.20	13,100
	Total Salaries		-		10,900		13,100
	Total Benefits		-		3,100		4,500
	Total	-	-	0.15	14,000	0.20	17,600

SERVICE INDICATORS	2011/12 Actual	2012/13 Actual	2013/14 Projected	2014/15 Proposed
Number of claims outstanding				
Outstanding value of claims filed				

NOTES:

6310: Excess premium through CSAC; State of California Self Insurance Fee
 6530: Third party administration services - Tri-Star
 6540: Claims



CITY OF SOLANA BEACH
FISCAL YEAR 2014-2015 BUDGET

DEPARTMENT		DEPT. NO.			BUDGET UNIT	
ASSET REPLACEMENT		5470			135-5000-5470	
OBJECT CODE	EXPENSE CLASSIFICATION	2011-2012 ACTUAL	2012-2013 ACTUAL	2013-2014 ADOPTED	2013-2014 PROJECTED	2014-2015 ADOPTED
	SALARIES & FRINGE BENEFITS					
	TOTAL	-	-	-	-	-
	MATERIALS, SUPPLIES & SERV					
	TOTAL	-	-	-	-	-
	CAPITAL, DEBT SVC & CHRGS					
6640	Equipment	28,907	118,663	159,300	107,942	167,500
6650	Vehicles	23,817	104,362	44,500	121,071	20,000
	TOTAL	52,724	223,025	203,800	229,013	187,500
	ACTIVITY TOTALS	52,724	223,025	203,800	229,013	187,500

CITY OF SOLANA BEACH
STAFFING/COMMENTARY/DETAIL

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

Pay Range	Position Title	2012/2013		2013/2014		2014/2015	
		Adopted FTE Hours	Adopted Budget	Adopted FTE Hours	Adopted Budget	Adopted FTE Hours	Adopted Budget
N/A							

COMMENTARY:



NOTES:

		<u>FY 14/15</u>
6640:	Fire Department:	
	Hoses/Ropes	5,000
	MDC Annual Assessment	6,500
	Human Resources:	
	On line job application program	10,000
	Information Technology:	
	Replacement Server	9,500
	Cisco Gigabit Switches (3)	15,000
	Exchange 2010 Server Licenses (2)	1,000
	Exchange 2010 User Licenses (75)	7,500
	Replacement Laptops (2)	5,000
	Replacement PCs (2)	2,000
	Replacement Monitors (20)	5,000
	Fire Station Circuit Upgrade	6,500
	Recreation:	
	Holiday Tree	8,500
	Marine Safety:	
	High Power Binocular	5,000
	Portable 800 Radios	3,500
	City Clerk:	
	Records Request Processing Program	2,500
	Community Development:	
	Permitting Process Software	75,000
		<u>167,500</u>
6650:	Marine Safety	
	Cargo trailer	5,000
	Marine Safety Surf Rescue Personal Watercraft	15,000
		<u>20,000</u>
	Total	<u><u>187,500</u></u>

CITY OF SOLANA BEACH
FISCAL YEAR 2014-2015 BUDGET

DEPARTMENT		DEPT. NO.			BUDGET UNIT	
PERS SIDE FUND		5480			150-5000-5480	
OBJECT CODE	EXPENSE CLASSIFICATION	2011-2012 ACTUAL	2012-2013 ACTUAL	2013-2014 ADOPTED	2013-2014 PROJECTED	2014-2015 ADOPTED
	SALARIES & FRINGE BENEFITS					
	TOTAL	-	-	-	-	-
	MATERIALS, SUPPLIES & SERV					
	TOTAL	-	-	-	-	-
	CAPITAL, DEBT SVC & CHRGS					
6720	Interest Payment to Sanitation Fund	74,399	66,033	57,200	57,139	47,700
	TOTAL	74,399	66,033	57,200	57,139	47,700
	ACTIVITY TOTALS	74,399	66,033	57,200	57,139	47,700

CITY OF SOLANA BEACH
STAFFING/COMMENTARY/DETAIL

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

Pay Range	Position Title	2012/2013		2013/2014		2014/2015	
		Adopted FTE Hours	Adopted Budget	Adopted FTE Hours	Adopted Budget	Adopted FTE Hours	Adopted Budget
N/A							

SERVICE INDICATORS	2011/12 Actual	2012/13 Actual	2013/14 Projected	2014/15 Proposed
N/A	N/A	N/A	N/A	N/A

NOTES:



CITY OF SOLANA BEACH
FUNCTION ACTIVITY OVERVIEW

FUNCTION	FUND DISTRIBUTION				2014-2015
					General Fund
COMMUNITY DEVELOPMENT					858,200
					Coastal Business/Visitors
					45,500
					903,700
EXPENSE CLASSIFICATION	2011-2012 ACTUAL	2012-2013 ACTUAL	2013-2014 ADOPTED	2013-2014 PROJECTED	2014-2015 ADOPTED
TOTAL REGULAR POSITIONS	6.25	5.50	5.40	5.40	5.40
SALARIES & FRINGE BENEFITS	453,946	435,838	475,300	469,007	496,000
MATERIAL, SUPPLIES & SERVICES	367,611	262,469	377,000	372,760	353,000
CAPITAL, DEBT SVC & CHARGES	57,748	57,900	65,600	65,600	54,700
TOTAL BUDGET	879,305	756,207	917,900	907,367	903,700

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 and business certificates, 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 continues to pursue in Shoreline Management include sand replenishment and nourishment involving local jurisdiction partnerships, as well as, regional stewardship. Funding for these programs is comprised

COMMUNITY DEVELOPMENT (continued)

of local, state and federal resources. The Shoreline Management Division budget and service indicators are located at C-70 and C-71.

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 Programmatic EIR, the Housing Element is complete and certified)
- Development of a Climate Action Plan
- Development of Implementing Polices and Incorporation of Ordinances of the adopted Local Coastal Plan/Land Use Plan
- 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
- Review and recommendation of business district parking practices and standards



CITY OF SOLANA BEACH
FISCAL YEAR 2014-2015 BUDGET


DEPARTMENT		DEPT. NO.			BUDGET UNIT	
COMMUNITY DEVELOPMENT		5550			001-5500-5550	
OBJECT CODE	EXPENSE CLASSIFICATION	2011-2012 ACTUAL	2012-2013 ACTUAL	2013-2014 ADOPTED	2013-2014 PROJECTED	2014-2015 ADOPTED
SALARIES & FRINGE BENEFITS						
6101	Regular Salaries	262,548	310,386	365,000	359,031	382,800
6102	Part Time & Temporary Salaries	58,143	33,902	-	-	-
6103	Overtime	4,228	2,263	1,800	1,375	1,800
6105	Temporary Non-Payroll	43,453	-	-	-	-
6205	Retirement	43,701	37,652	53,700	42,677	43,500
6210	Medicare	4,626	4,976	5,300	5,226	5,600
6211	Social Security	1,055	-	-	-	-
622X	Flex Credit Benefit	33,426	44,304	46,300	58,134	59,800
6245	Life Insurance	843	891	1,200	977	1,300
6280	Auto Allowance	1,530	1,224	1,200	1,201	1,200
6290	Phone Allowance	392	240	800	386	-
TOTAL		453,946	435,838	475,300	469,007	496,000
MATERIALS, SUPPLIES & SERV						
6315	Travel, Conferences & Meetings	87	289	300	300	1,600
6320	Training	718	660	1,200	1,200	2,400
6330	Membership and Dues	615	1,065	900	900	900
6418	Books, Subscriptions and Printing	1,519	3,711	3,500	3,500	3,500
6419	Minor Equipment	-	700	-	-	-
6420	Departmental Special Supplies	2,076	2,685	2,600	2,600	2,600
6522	Advertising	3,854	3,237	3,800	4,300	4,300
6529	Mileage	247	120	600	350	600
6530	Professional Services	19,431	16,000	17,600	17,600	17,600
TOTAL		28,547	28,467	30,500	30,750	33,500
CAPITAL, DEBT SVC & CHRGS						
6640	Equipment	1,248	-	-	-	-
6910	Claims Liability Charges	15,300	11,600	19,300	19,300	15,200
6920	Workers' Comp Charges	11,600	16,700	16,700	16,700	9,900
6930	Asset Replacement Charges	29,600	29,600	29,600	29,600	29,600
TOTAL		57,748	57,900	65,600	65,600	54,700
ACTIVITY TOTALS		540,241	522,205	571,400	565,357	584,200

CITY OF SOLANA BEACH
STAFFING/COMMENTARY/DETAIL

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

Pay Range	Position Title	2012/2013		2013/2014		2014/2015	
		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	0.40	60,000	0.40	60,200
1-101	Community Dev. Director	-	-	-	-	-	-
1-103	Assistant to CM	-	-	-	-	-	-
1-104	Principal Planner	1.00	80,100	1.00	80,100	1.00	85,600
3136	Associate Planner	1.00	69,900	1.00	70,000	1.00	70,000
3123	Assistant Planner	1.00	55,800	1.00	61,600	1.00	61,600
3107	Junior Planner	-	-	1.00	45,300	1.00	52,500
3108	Administrative Assistant III	1.00	45,800	1.00	48,000	1.00	52,900
6087	Planning Tech (Part-time)	1.00	34,200	-	-	-	-
	Overtime		1,800		1,800		1,800
	Total Salaries		362,600		366,800		384,600
	Total Benefits		104,600		112,100		111,400
	Total	5.50	467,200	5.40	478,900	5.40	496,000

SERVICE INDICATORS	2011/12 Actual	2012/13 Actual	2013/14 Projected	2014/15 Proposed
Structure development permit applications	8	1	5	4
All discretionary review project applications	34	37	46	48
Business Certificates				
- New	516	388	415	405
- Renewals	1,898	1,818	1,951	1,990



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, and annual charge for Assessor's Office data from Data Quick
- 6420: Film and graphics supplies
- 6522: Legally required public hearing advertisements
- 6529: Mileage reimbursement for staff
- 6530: Consultants for environmental review and other professional and consulting services

CITY OF SOLANA BEACH
FISCAL YEAR 2014-2015 BUDGET

DEPARTMENT		DEPT. NO.			BUDGET UNIT	
BUILDING SERVICES		5560			001-5500-5560	
OBJECT CODE	EXPENSE CLASSIFICATION	2011-2012 ACTUAL	2012-2013 ACTUAL	2013-2014 ADOPTED	2013-2014 PROJECTED	2014-2015 ADOPTED
	SALARIES & FRINGE BENEFITS					
	TOTAL	-	-	-	-	-
	MATERIALS, SUPPLIES & SERV					
6330	Membership & Dues	-		-		-
6418	Books, Subscriptions & Printing	733	136	2,000	3,200	2,000
6420	Special Department Supplies	1,467	960	2,000	2,000	2,000
6530	Professional Services	336,864	232,906	297,000	283,638	270,000
6570	Other Expense	-		-		-
	TOTAL	339,064	234,002	301,000	288,838	274,000
	CAPITAL, DEBT SVC & CHRGS					
	TOTAL	-	-	-	-	-
	ACTIVITY TOTALS	339,064	234,002	301,000	288,838	274,000

CITY OF SOLANA BEACH
STAFFING/COMMENTARY/DETAIL

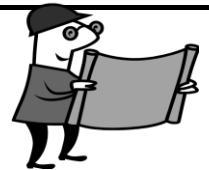
DEPARTMENT	DEPT. NO.	BUDGET UNIT
BUILDING SERVICES	5560	001-5500-5560

Pay Range	Position Title	2012/2013		2013/2014		2014/2015	
		Adopted FTE Hours	Adopted Budget	Adopted FTE Hours	Adopted Budget	Adopted FTE Hours	Adopted Budget
N/A							

SERVICE INDICATORS	2011/12 Actual	2012/13 Actual	2013/14 Projected	2014/15 Proposed
New housing units	7	6	8	7
Total value of construction (in millions)	\$15.40	\$15.40	\$20.50	\$21.10
Officially submitted plans reviewed	223	200	275	350

NOTES:

- 6418: Printing of building permit forms and handouts
- 6530: Contract services with Esgil Corporation for processing building permits (offset by permit fees collected)



CITY OF SOLANA BEACH
FISCAL YEAR 2014-2015 BUDGET

DEPARTMENT		DEPT. NO.			BUDGET UNIT	
COASTAL BUSINESS/VISITORS		5570			250-5500-5570	
OBJECT CODE	EXPENSE CLASSIFICATION	2011-2012 ACTUAL	2012-2013 ACTUAL	2013-2014 ADOPTED	2013-2014 PROJECTED	2014-2015 ADOPTED
	SALARIES & FRINGE BENEFITS					
	TOTAL	-	-	-	-	-
	MATERIALS, SUPPLIES & SERV					
6530	Professional Services	-	1,200	-	-	-
6532	Contribution to Agencies	22,000	22,361	22,000	20,000	22,000
6538	Special Events	14,733	14,783	23,500	33,172	23,500
	TOTAL	36,733	38,344	45,500	53,172	45,500
	CAPITAL, DEBT SVC & CHRGS					
	TOTAL	-	-	-	-	-
	ACTIVITY TOTALS	36,733	38,344	45,500	53,172	45,500

CITY OF SOLANA BEACH
STAFFING/COMMENTARY/DETAIL

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

Pay Range	Position Title	2012/2013		2013/2014		2014/2015	
		Adopted FTE Hours	Adopted Budget	Adopted FTE Hours	Adopted Budget	Adopted FTE Hours	Adopted Budget
N/A							
	Total						

NOTES:

	FY 14/15
6532: Contribution to Agencies;	
Solana Beach Chamber of Commerce Fiesta Del Sol	15,000
	7,000
	22,000
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
Arts Alive Event	
Contribution by City	4,000
Public Arts Reserve	4,500
Temporary Public Art Program	
Public Arts Reserve	2,500
	23,500





CITY OF SOLANA BEACH
FUNCTION ACTIVITY OVERVIEW

FUNCTION	FUND DISTRIBUTION				2014-2015
	PUBLIC SAFETY	General Fund			
	Fire Mitigation Fees				15,000
	Camp Programs				224,300
	COPS				100,000
					8,647,400
EXPENSE CLASSIFICATION	2011-2012 ACTUAL	2012-2013 ACTUAL	2013-2014 ADOPTED	2013-2014 PROJECTED	2014-2015 ADOPTED
TOTAL REGULAR POSITIONS	32.40	33.49	33.54	33.54	33.54
SALARIES & FRINGE BENEFITS	3,488,956	3,527,524	3,472,000	3,737,680	3,564,500
MATERIAL, SUPPLIES & SERVICES	3,913,372	3,975,064	4,214,400	4,245,141	4,279,600
CAPITAL, DEBT SVC & CHARGES	761,828	921,633	994,900	994,939	803,300
TOTAL BUDGET	8,164,156	8,424,221	8,681,300	8,977,760	8,647,400

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 2014-2015 BUDGET

DEPARTMENT		DEPT. NO.			BUDGET UNIT	
LAW ENFORCEMENT		6110			001-6000-6110	
OBJECT CODE	EXPENSE CLASSIFICATION	2011-2012 ACTUAL	2012-2013 ACTUAL	2013-2014 ADOPTED	2013-2014 PROJECTED	2014-2015 ADOPTED
	SALARIES & FRINGE BENEFITS					
	TOTAL	-	-	-	-	-
	MATERIALS, SUPPLIES & SERV					
6523	Communications	1,187	1,206	1,200	1,300	1,300
6530	Professional Services	2,992,921	3,065,581	3,280,500	3,281,298	3,382,500
	TOTAL	2,994,108	3,066,787	3,281,700	3,282,598	3,383,800
	CAPITAL, DEBT SVC & CHRGS					
	TOTAL	-	-	-	-	-
	ACTIVITY TOTALS	2,994,108	3,066,787	3,281,700	3,282,598	3,383,800

CITY OF SOLANA BEACH
STAFFING/COMMENTARY/DETAIL

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

Pay Range	Position Title	2012/2013		2013/2014		2014/2015	
		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 14/15	
Law Enforcement	\$ 3,382,500	97%
COPS	100,000	3%
	<u>\$ 3,482,500</u>	



SERVICE INDICATORS	2011/12 Actual	2012/13 Actual	2013/14 Projected	2014/15 Proposed
Response Calls:				
Priority 1	15	9	12	n/a
Priority 2	1,112	1,294	1,077	n/a
Priority 3	1,709	1,780	1,923	n/a
Priority 4	1,076	1,254	1,323	n/a
Hazard traffic citations issued for every 1 injury/ /fatal traffic accidents	n/a			
FBI index crimes	285	371	284	n/a

NOTES:

<i>Total cost of services breakdown:</i>		FY 14/15
Deputy Patrol	7.090	1,093,578
Deputy Traffic	2.310	356,300
Deputy Motor	1.000	165,003
Deputy SPO	2.200	339,333
CSO	0.500	34,207
Sergeant	1.028	205,630
One Special Purpose Officer (Narcotics Enforcement)		-
Detective	1.000	161,416
Detective Sgt.	0.111	22,226
Station Staff		194,320
<i>General Fund Funded Subtotal</i>		<u>2,572,013</u>
<i>Less: Amount funded by COPS Special Revenue Grant</i>		<u>(100,000)</u>
<i>General Fund Funded Subtotal</i>		<u>2,472,013</u>
Ancillary Support		441,729
Supply		54,699
Vehicles		202,893
Space		54,620
Management Support		130,571
Liability		26,358
Cap Reduction		(14,206)
<i>Total Sheriff's Contract funded by General Fund</i>		<u>3,368,677</u>
ARJIS		9,023
Cal_ID/Criminal Clearing House		4,800
<i>Total General Fund Funded</i>		<u>3,382,500</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, Deputy Chief, three Battalion Chiefs and a Fire Marshal. Under Direction of the Fire Chief, the Deputy Chief is 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, facilities management and 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 and wildland/urban interface.
- Combine Fleet Maintenance operations with the other management services partners.
- 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 2014-2015 BUDGET

DEPARTMENT		DEPT. NO.			BUDGET UNIT	
FIRE		6120			001-6000-6120	
OBJECT CODE	EXPENSE CLASSIFICATION	2011-2012 ACTUAL	2012-2013 ACTUAL	2013-2014 ADOPTED	2013-2014 PROJECTED	2014-2015 ADOPTED
SALARIES & FRINGE BENEFITS						
6101	Regular Salaries	1,572,719	1,551,772	1,603,200	1,515,245	1,615,000
6102	Part Time & Temporary Salaries	51,232	43,394	60,700	93,481	48,500
6103	Overtime	397,477	420,042	280,000	420,000	300,000
6104	Special Pay	63,893	63,191	64,900	66,408	71,400
6205	Retirement	398,335	395,322	445,800	422,062	444,200
6210	Medicare	26,635	27,033	29,100	27,260	29,500
6211	Social Security	983	151	-	130	-
622X	Flex Credit Benefit	163,950	195,297	164,700	201,045	212,700
6245	Life Insurance	4,908	4,583	5,300	4,484	5,400
6290	Phone Allowance	623	600	600	300	-
TOTAL		2,680,754	2,701,385	2,654,300	2,750,415	2,726,700
MATERIALS, SUPPLIES & SERV						
6315	Travel, Conferences & Meetings	1,358	98	-	-	-
6320	Training	4,645	2,942	4,100	4,100	7,000
6330	Membership and Dues	125	50	200	50	100
6340	Clothing and Personal Expenses	6,933	6,612	6,700	6,700	7,500
6416	Office Supplies	521	1,371	700	700	700
6417	Postage	46	12	-	6	-
6418	Books, Subscriptions & Printing	1,327	84	1,200	1,320	700
6419	Minor Equipment	307	3,469	2,600	2,600	1,400
6420	Departmental Special Supplies	6,238	7,783	7,800	7,800	7,000
6421	Small Tools	16	99	600	600	400
6427	Vehicle Operating Supplies	25,499	28,496	28,000	28,000	28,000
6428	Vehicle Maintenance	71,784	31,891	50,900	80,000	71,000
6522	Advertising	-	147	-	-	-
6523	Communications	10,752	10,053	12,000	12,000	12,900
6524	Utilities - Electric	14,371	15,560	15,200	15,200	16,000
6526	Maint. of Buildings & Grounds	1,212	350	1,000	300	1,000
6527	Utilities - Other	3,551	2,993	4,000	4,000	4,000
6529	Mileage	-	5	-	100	100
6530	Professional Services	360,777	360,479	347,300	347,300	317,900
6531	Maint. & Operation of Equipment	9,002	6,990	5,200	5,200	6,800
6532	Contribution to Other Agencies	7,732	8,602	11,700	11,700	11,700
6570	Other Expense	143	-	-	-	-
TOTAL		526,339	488,086	499,200	527,676	494,200
CAPITAL, DEBT SVC & CHRGS						
6910	Claims Liability Charges	70,000	67,600	105,900	105,900	80,600
6920	Workers' Comp Charges	160,100	276,100	261,800	261,800	142,200
6930	Asset Replacement Charges	151,700	151,700	151,700	151,700	151,700
6940	PERS Side Fund Charges	260,696	269,168	277,900	277,917	277,900
TOTAL		642,496	764,568	797,300	797,317	652,400
ACTIVITY TOTALS		3,849,589	3,954,039	3,950,800	4,075,408	3,873,300

CITY OF SOLANA BEACH
STAFFING/COMMENTARY/DETAIL

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

Pay Range	Position Title	2012/2013		2013/2014		2014/2015	
		Adopted FTE Hours	Adopted Budget	Adopted FTE Hours	Adopted Budget	Adopted FTE Hours	Adopted Budget
1-102	Deputy Fire Chief /Marshal	1.00	123,400	1.00	123,400	-	-
1-102	Battalian Chief	-	-	-	-	1.00	112,200
5109	Fire Captain II	3.00	276,000	3.00	276,000	3.00	275,900
5099	Fire Captain I (fully qualified)	2.00	180,400	3.00	266,300	3.00	270,600
5094	Fire Captain I (other qualified)	1.00	86,000	-	-	-	-
5091-A	Fire Engineer	2.00	155,500	2.00	134,300	-	-
5100	Fire Engineer+Paramedic	3.00	255,300	6.00	504,000	6.00	508,200
5091	Firefighter + Paramedic	6.00	448,000	3.00	229,400	6.00	448,100
5080	Firefighter	1.00	69,800	1.00	69,800	-	-
6089	Temporary Fire Prevent. Tech	0.75	53,300	0.75	53,300	0.75	40,000
3108	Administrative Asst III	0.20	5,300	-	-	-	-
3086	Administrative Asst II	-	-	0.20	7,400	0.20	8,500
	Overtime		380,000		280,000		300,000
	EMT Re-Certification Pay		4,000		4,500		5,500
	Holiday Pay		59,800		60,400		65,900
	Total Salaries		2,096,800		2,008,800		2,034,900
	Total Benefits		647,800		694,900		691,800
	Total	19.95	2,744,600	19.95	2,703,700	19.95	2,726,700

SERVICE INDICATORS	2011/12 Actual	2012/13 Actual	2013/14 Projected	2014/15 Proposed
Emergency responses	1,543	1,484	1,520	1,550
Training hours	5,077	6,288	6,500	1,500
Fire plan checks	174	188	195	200
Response type %:				
Fire	4.0%	8.0%	n/a	n/a
Medical	61.0%	53.0%	n/a	n/a
Other emergencies	35.0%	39.0%	n/a	n/a



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: Fire Management Agreement

 NCDJPA Dispatch Services

 Other (Telestaff, Proj. Heartbeat, Lynx)

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

 MDC Maintenance (NCJPA)

 Trauma Intervention Program

FY 14/15
240,000
76,100
1,800
<u>317,900</u>
4,000
3,000
2,600
2,100
<u>11,700</u>

CITY OF SOLANA BEACH
FISCAL YEAR 2014-2015 BUDGET


DEPARTMENT		DEPT. NO.			BUDGET UNIT	
ANIMAL CONTROL		6130			001-6000-6130	
OBJECT CODE	EXPENSE CLASSIFICATION	2011-2012 ACTUAL	2012-2013 ACTUAL	2013-2014 ADOPTED	2013-2014 PROJECTED	2014-2015 ADOPTED
SALARIES & FRINGE BENEFITS						
6101	Regular Salaries	7,499	7,499	7,500	7,211	7,500
6103	Overtime	58	29	-	14	-
6205	Retirement	1,222	1,045	1,100	1,061	1,200
6210	Medicare	100	98	100	97	100
6211	Social Security	-	-	-	-	-
622X	Flex Credit Benefit	411	522	400	536	600
6245	Life Insurance	22	22	-	23	-
6280	Auto Allowance	153	153	200	150	200
6290	Phone Allowance	30	30	-	30	-
TOTAL		9,495	9,398	9,300	9,122	9,600
MATERIALS, SUPPLIES & SERV						
6530	Professional Services	79,511	80,022	94,200	94,200	86,200
TOTAL		79,511	80,022	94,200	94,200	86,200
CAPITAL, DEBT SVC & CHRGS						
6910	Claims Liability Charges	300	200	400	400	300
6920	Workers' Comp Charges	200	300	300	300	200
TOTAL		500	500	700	700	500
ACTIVITY TOTALS		89,506	89,920	104,200	104,022	96,300

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

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

Pay Range	Position Title	2012/2013		2013/2014		2014/2015	
		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	0.05	7,500	0.05	7,500
	Overtime		-		-		-
	Total Salaries		7,500		7,500		7,500
	Total Benefits		1,800		1,800		2,100
	Total	0.05	9,300	0.05	9,300	0.05	9,600

SERVICE INDICATORS	2011/12 Actual	2012/13 Actual	2013/14 Projected	2014/15 Proposed
Impounded animals	39	41	57	N/A
Claimed animals	12	10	17	N/A
Adopted animals	15	15	7	N/A
Euthanized animals	7	7	29	N/A
Licenses sold	520	521	513	N/A

NOTES:	
6530: Appropriation for animal control services through the County of San Diego	FY 14/15
Removal of dead animals	82,700
SNAPS	2,000
	<u>1,500</u>
	<u><u>86,200</u></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. The City strives to promote and protect the welfare of the community to keep Solana Beach a safe, healthy and desirable place to live and work.

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 Officer. 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
- Provide security and road closures for the Fourth of July

The Codes and Parking Enforcement budget and service indicators are located at C-57.

Goals:

- Respond to written complaints within 48 hours
- Streamline processes
- Educate through service

CITY OF SOLANA BEACH
FISCAL YEAR 2014-2015 BUDGET

DEPARTMENT		DEPT. NO.			BUDGET UNIT	
CODE & PARKING ENFORCEMENT		6140			001-6000-6140	
OBJECT CODE	EXPENSE CLASSIFICATION	2011-2012 ACTUAL	2012-2013 ACTUAL	2013-2014 ADOPTED	2013-2014 PROJECTED	2014-2015 ADOPTED
SALARIES & FRINGE BENEFITS						
6101	Regular Salaries	117,777	95,118	81,500	78,393	81,700
6102	Part Time & Temporary Salaries	-	22,903	39,000	36,822	39,000
6103	Overtime	445	115	2,100	178	2,100
6205	Retirement	19,101	16,498	17,700	23,408	19,000
6210	Medicare	1,685	1,692	1,800	1,679	1,800
622X	Flex Credit Benefit	15,373	18,266	15,000	18,764	19,400
6245	Life Insurance	367	351	400	440	400
6280	Auto Allowance	636	612	600	600	600
6290	Phone Allowance	125	120	100	118	-
TOTAL		155,508	155,675	158,200	160,402	164,000
MATERIALS, SUPPLIES & SERV						
6315	Travel, Conferences & Meetings	-	16	-	-	-
6330	Membership and Dues	75	75	200	200	200
6340	Clothing and Personal Expenses	367	401	400	400	700
6416	Office Supplies	384	624	800	800	800
6417	Postage	15	-	100	100	100
6418	Books, Subscriptions & Printing	2,618	1,238	1,300	1,300	1,300
6419	Minor Equipment	426	119	200	200	200
6420	Departmental Special Supplies	219	186	100	100	100
6427	Vehicle Operating Supplies	3,404	2,828	3,600	3,600	3,600
6428	Vehicle Maintenance	1,218	2,093	1,200	1,200	1,200
6523	Communications	778	818	1,000	1,000	1,000
6525	Rents and Leases	-	-	-	-	-
6530	Professional Services	10,209	11,823	18,000	18,000	18,300
6531	Maint. & Operation of Equipment	-	-	800	800	600
6570	Other Charges	22,906	22,992	27,400	27,400	27,400
TOTAL		42,618	43,213	55,100	55,100	55,500
CAPITAL, DEBT SVC & CHRGS						
6910	Claims Liability Charges	4,700	3,900	6,400	6,400	4,900
6920	Workers' Comp Charges	5,400	8,300	6,600	6,600	3,600
6930	Asset Replacement Charges	-	6,800	6,800	6,800	6,800
TOTAL		10,100	19,000	19,800	19,800	15,300
ACTIVITY TOTALS		208,226	217,888	233,100	235,302	234,800

CITY OF SOLANA BEACH
STAFFING/COMMENTARY/DETAIL

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

Pay Range	Position Title	2012/2013		2013/2014		2014/2015	
		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	30,200
3126	Sr. Code Compliance Officer	0.80	51,600	0.80	51,600	0.80	51,500
3086	Administrative Asst III	-	-	-	-	-	-
6084	Temp. Code Compl. Asst.	0.75	36,500	0.75	39,000	0.75	39,000
	Overtime		2,100		2,100		2,100
	Total Salaries		120,100		122,600		122,800
	Total Benefits		36,900		41,300		41,200
	Total	1.75	157,000	1.75	163,900	1.75	164,000

SERVICE INDICATORS	2011/12 Actual	2012/13 Actual	2013/14 Projected	2014/15 Proposed
Cases opened	1,073	1,025	850	1,000
Cases closed	1,054	1,025	845	1,000
Inspections:				
Building	53	243	372	370
Zoning	15	17	25	25
Signs	275	298	400	400
Stormwater	15	16	20	20
Vacation rental	145	170	155	150
Miscellaneous	730	864	903	1,000
Permits issued	62	202	215	225



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/Urban Area Working Group
- 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 15 new CERT members
- Participate in regional training exercises
- Assist City employees receive ICS/NIMS training
- Explore opportunities to improve the infrastructure of the EOC
- Develop or update Evacuation and Continuity of Operations Plans
- Update City's Hazard Mitigation Plan

CITY OF SOLANA BEACH
FISCAL YEAR 2014-2015 BUDGET

DEPARTMENT		DEPT. NO.			BUDGET UNIT	
EMERGENCY PREPAREDNESS		6150			001-6000-6150	
OBJECT CODE	EXPENSE CLASSIFICATION	2011-2012 ACTUAL	2012-2013 ACTUAL	2013-2014 ADOPTED	2013-2014 PROJECTED	2014-2015 ADOPTED
	SALARIES & FRINGE BENEFITS					
	TOTAL	-	-	-	-	-
	MATERIALS, SUPPLIES & SERV					
6419	Minor Equipment	1,299	-	-	-	-
6523	Communications	189	2,125	300	2,342	2,500
6530	Professional Services	900	-	-	-	-
6531	Maint. & Operation of Equipment	-	225	500	200	300
6532	Contribution to Other Agencies	17,303	18,067	21,100	21,725	22,000
6570	Other Charges	1,536	1,230	3,700	1,200	3,700
	TOTAL	21,227	21,647	25,600	25,467	28,500
	CAPITAL, DEBT SVC & CHRGS					
6640	Equipment	1,197	-	-	-	-
	TOTAL	1,197	-	-	-	-
	ACTIVITY TOTALS	22,424	21,647	25,600	25,467	28,500

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

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

Pay Range	Position Title	2012/2013		2013/2014		2014/2015	
		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 responsible for water and beach safety for the public use 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 responds to waterborne emergencies in the City of Solana Beach 24 hours a day, responding to calls for assistance from beachgoers, swimmers, surfers, and boaters. The Marine Safety Department also conducts animal rescues, dive rescues and recovery, cliff rescues, and emergency medical assists.

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 City's 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 including CE's for EMT's.
- 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 portable observation tower with a permanent observation station built on the public beach access stairs located at Del Mar Shores.
- Oversee and administer the City's Junior Lifeguard Program
- Replace a seven year old personal patercraft and related rescue equipment
- Monitor and escort construction vehicles and heavy equipment contracted to rebuild the public beach access stairs located at Del Mar Shores
- Assist City Staff in developing potential new policy/code for allowing dogs on the beach

CITY OF SOLANA BEACH
FISCAL YEAR 2014-2015 BUDGET

DEPARTMENT		DEPT. NO.			BUDGET UNIT	
MARINE SAFETY		6170			001-6000-6170	
OBJECT CODE	EXPENSE CLASSIFICATION	2011-2012 ACTUAL	2012-2013 ACTUAL	2013-2014 ADOPTED	2013-2014 PROJECTED	2014-2015 ADOPTED
SALARIES & FRINGE BENEFITS						
6101	Regular Salaries	221,215	220,189	220,200	211,721	220,800
6102	Part Time & Temporary Salaries	192,602	198,419	186,200	336,708	184,900
6103	Overtime	1,030	873	1,000	1,003	1,000
6104	Special Pay	12,915	12,915	12,900	19,372	13,000
6205	Retirement	61,518	59,192	62,200	64,778	65,900
6210	Medicare	5,912	6,094	6,100	8,092	6,100
6211	Social Security	10,624	11,743	11,100	18,981	10,900
622X	Flex Credit Benefit	27,384	33,114	27,500	34,237	35,500
6245	Life Insurance	717	676	800	660	800
6285	Uniform Allowance	1,500	1,500	1,500	1,500	1,500
6290	Phone Allowance	623	600	600	589	-
TOTAL		536,039	545,315	530,100	697,641	540,400
MATERIALS, SUPPLIES & SERV						
6315	Travel, Conferences & Meetings	121	168	200	200	200
6320	Training	1,611	1,150	1,000	1,500	1,500
6330	Membership and Dues	-	-	-	300	-
6340	Clothing and Personal Expenses	1,472	1,685	2,500	2,500	2,500
6416	Office Supplies	531	592	700	800	800
6417	Postage	12	-	-	-	-
6418	Books, Subscriptions & Printing	684	646	800	1,000	1,000
6419	Minor Equipment	2,409	1,003	1,500	1,500	4,100
6420	Departmental Special Supplies	2,774	3,660	2,400	2,400	2,400
6427	Vehicle Operating Supplies	6,420	6,481	6,000	6,000	6,000
6428	Vehicle Maintenance	1,309	946	1,500	1,500	1,500
6523	Communications	2,091	2,170	2,000	2,000	2,000
6525	Rents and Leases	1,662	1,862	1,600	1,900	1,900
6526	Maint. of Buildings & Grounds	982	799	1,000	1,000	1,000
6530	Professional Services	180	875	600	600	600
6531	Maint. & Operation of Equipment	575	1,102	1,100	1,100	1,100
TOTAL		22,833	23,139	22,900	24,400	26,700
CAPITAL, DEBT SVC & CHRGS						
6910	Claims Liability Charges	15,100	13,600	22,100	22,100	16,600
6920	Workers' Comp Charges	22,600	54,600	69,600	69,600	35,500
6930	Asset Replacement Charges	44,300	43,000	43,000	43,000	43,000
6940	PERS Side Fund Charges	23,357	24,194	27,200	27,222	28,100
TOTAL		105,357	135,394	161,900	161,922	123,200
ACTIVITY TOTALS		664,229	703,848	714,900	883,963	690,300

CITY OF SOLANA BEACH
STAFFING/COMMENTARY/DETAIL

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

Pay Range	Position Title	2012/2013		2013/2014		2014/2015	
		Adopted FTE Hours	Adopted Budget	Adopted FTE Hours	Adopted Budget	Adopted FTE Hours	Adopted Budget
1-103	Marine Safety Captain	1.00	87,600	1.00	87,600	1.00	88,300
4138	Marine Safety Lieutenant	1.00	72,900	1.00	72,900	1.00	72,900
4118	Marine Safety Sergeant	1.00	59,700	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	70,700
Hourly	Lifeguard (P/T 6,686 HRS)	3.21	105,700	3.21	105,700	3.21	105,700
3108	Administrative Asst III	0.20	10,600	-	-	-	-
3086	Administrative Asst II	-	-	0.20	7,300	0.20	8,500
	Overtime		1,000		1,000		1,000
	Holiday Pay		12,900		12,900		12,900
	Total Salaries		423,600		420,300		419,700
	Total Benefits		111,600		121,100		120,700
	Total	8.06	535,200	8.06	541,400	8.06	540,400

SERVICE INDICATORS	2011/12 Actual	2012/13 Actual	2013/14 Projected	2014/15 Proposed
Rescues	167	188	200	200
Medical aids	237	894	1000	1000
Municipal Code enforcements	7305	7708	7500	7500
Public education	778	1016	1000	1000
Mutual Aids		19	20	25



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
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 strive 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. The Junior Lifeguard Program is in session for 10 weeks during the summer, and there are over 700 participants ranging in age from 7-16 that participate in the program. The program employs 35 seasonal staff members.

The Junior Lifeguard Program's budget and service indicators are located at C-68, C-69, C76 and C77.

Goals:

- To maintain an enrollment of approximately 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 coastal bluffs and rip currents and in general, the marine environment.
- To be a significant source of lifeguard candidates for the Marine Safety Department.

CITY OF SOLANA BEACH
FISCAL YEAR 2014-2015 BUDGET

DEPARTMENT		DEPT. NO.			BUDGET UNIT	
JUNIOR LIFEGUARDS		6180			001-6000-6180	
OBJECT CODE	EXPENSE CLASSIFICATION	2011-2012 ACTUAL	2012-2013 ACTUAL	2013-2014 ADOPTED	2013-2014 PROJECTED	2014-2015 ADOPTED
SALARIES & FRINGE BENEFITS						
6102	Part Time & Temporary Salaries	95,615	76,597	-	-	-
6103	Overtime	-	1,186	-	-	-
6205	Retirement	5,738	3,661	-	-	-
6210	Medicare	1,356	1,094	-	-	-
6211	Social Security	4,452	3,602	-	-	-
TOTAL		107,160	86,140	-	-	-
MATERIALS, SUPPLIES & SERV						
6310	Insurance and Surety Bonds	10,041	-	-	-	-
6315	Travel, Conferences, & Meetings	19,438	18,034	-	-	-
6320	Training	-	70	-	-	-
6340	Clothing and Personal Expenses	31,971	2,713	-	-	-
6416	Office Supplies	700	189	-	-	-
6418	Books, Subscriptions & Printing	-	259	-	-	-
6419	Minor Equipment	6,834	-	-	-	-
6420	Departmental Special Supplies	3,042	1,820	-	-	-
6427	Vehicle Operating Supplies	144	-	-	-	-
6428	Vehicle Maintenance	1,799	382	-	-	-
6525	Rents and Leases	1,578	355	-	-	-
6530	Professional Services	2,770	2,280	-	-	-
TOTAL		78,316	26,102	-	-	-
CAPITAL, DEBT SVC & CHRGS						
6940	PERS Side Fund Charges	2,178	1,496	-	-	-
TOTAL		2,178	1,496	-	-	-
ACTIVITY TOTALS		187,654	113,738	-	-	-

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

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

Pay Range	Position Title	2012/2013		2013/2014		2014/2015	
		Adopted FTE Hours	Adopted Budget	Adopted FTE Hours	Adopted Budget	Adopted FTE Hours	Adopted Budget
Hourly	Program Director	0.48	21,500	-	-	-	-
Hourly	Assistant Prog Dir	0.19	6,800	-	-	-	-
Hourly	Senior Instructors	1.14	39,200	-	-	-	-
Hourly	Regular Instructors	0	-	-	-	-	-
Hourly	Program Assistants	1.92	36,200	-	-	-	-
	Total Salaries		103,700		-		-
	Total Benefits		11,900		-		-
	Total Salaries	3.73	115,600	-	-	-	-

SERVICE INDICATOR	2011/12 Actual	2012/13 Actual	2013/14 Projected	2014/15 Proposed
Program participants	752	761		



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 2014-2015 BUDGET

DEPARTMENT		DEPT. NO.			BUDGET UNIT	
SHORELINE MANAGEMENT		6190			001-6000-6190	
OBJECT CODE	EXPENSE CLASSIFICATION	2011-2012 ACTUAL	2012-2013 ACTUAL	2013-2014 ADOPTED	2013-2014 PROJECTED	2014-2015 ADOPTED
SALARIES & FRINGE BENEFITS						
TOTAL		-	-	-	-	-
MATERIALS, SUPPLIES & SERV						
6330	Membership and Dues	1,000	1,000	1,100	1,100	1,100
6530	Professional Services	34,432	36,789	31,000	31,000	-
6532	Contribution to Other Agencies	3,928	-	-	-	-
TOTAL		39,360	37,789	32,100	32,100	1,100
CAPITAL, DEBT SVC & CHRGS						
TOTAL		-	-	-	-	-
ACTIVITY TOTALS		39,360	37,789	32,100	32,100	1,100

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

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

Pay Range	Position Title	2012/2013		2013/2014		2014/2015	
		Adopted FTE Hours	Adopted Budget	Adopted FTE Hours	Adopted Budget	Adopted FTE Hours	Adopted Budget
N/A							
	Total						

SERVICE INDICATORS	2011/12 Actual	2012/13 Actual	2013/14 Projected	2014/15 Proposed
Bluff failures:				
Major	0	0	1	1
Minor	3	1	5	3
Beach closures	0	0	0	0

NOTES:			
6330: California Coastal Coalition		FY 14/15	
IMPAC Government Membership		<u>1,000</u>	
		<u>100</u>	
		<u><u>1,100</u></u>	



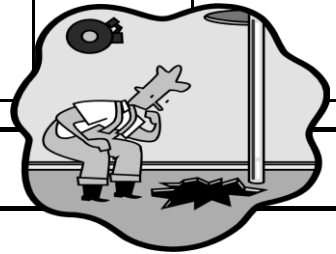
CITY OF SOLANA BEACH
FISCAL YEAR 2014-2015 BUDGET

DEPARTMENT		DEPT. NO.			BUDGET UNIT	
FIRE MITIGATION FEES		6120			214-6000-6120	
OBJECT CODE	EXPENSE CLASSIFICATION	2011-2012 ACTUAL	2012-2013 ACTUAL	2013-2014 ADOPTED	2013-2014 PROJECTED	2014-2015 ADOPTED
	SALARIES & FRINGE BENEFITS					
	TOTAL	-	-	-	-	-
	MATERIALS, SUPPLIES & SERV					
6340	Clothing	8,260	19,924	15,000	15,000	15,000
6419	Minor Equipment	800	907	-	-	-
	TOTAL	9,060	20,831	15,000	15,000	15,000
	CAPITAL, DEBT SVC & CHRGS					
6640	Equipment	995	-	-	-	-
	TOTAL	995	-	-	-	-
	ACTIVITY TOTALS	10,055	20,831	15,000	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	2012/2013		2013/2014		2014/2015	
		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 2014-2015 BUDGET

DEPARTMENT		DEPT. NO.			BUDGET UNIT	
COPS		6110			219-6000-6110	
OBJECT CODE	EXPENSE CLASSIFICATION	2011-2012 ACTUAL	2012-2013 ACTUAL	2013-2014 ADOPTED	2013-2014 PROJECTED	2014-2015 ADOPTED
	SALARIES & FRINGE BENEFITS					
	TOTAL	-	-	-	-	-
	MATERIALS, SUPPLIES & SERV					
6530	Professional Services	100,000	100,000	100,000	100,000	100,000
	TOTAL	100,000	100,000	100,000	100,000	100,000
	CAPITAL, DEBT SVC & CHRGS					
	TOTAL	-	-	-	-	-
	ACTIVITY TOTALS	100,000	100,000	100,000	100,000	100,000

CITY OF SOLANA BEACH
STAFFING/COMMENTARY/DETAIL

DEPARTMENT	DEPT. NO.	BUDGET UNIT
COPS	6110	219-6000-6110

Pay Range	Position Title	2012/2013		2013/2014		2014/2015	
		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

CITY OF SOLANA BEACH
FISCAL YEAR 2014-2015 BUDGET

DEPARTMENT		DEPT. NO.			BUDGET UNIT	
JUNIOR LIFEGUARDS		6180			255-6000-6180	
OBJECT CODE	EXPENSE CLASSIFICATION	2011-2012 ACTUAL	2012-2013 ACTUAL	2013-2014 ADOPTED	2013-2014 PROJECTED	2014-2015 ADOPTED
SALARIES & FRINGE BENEFITS						
6102	Part Time & Temporary Salaries	-	26,404	103,700	103,700	105,500
6103	Overtime	-	65	-	-	-
6205	Retirement	-	1,651	5,600	5,600	6,300
6210	Medicare	-	372	1,500	1,500	1,500
6211	Social Security	-	1,119	5,100	5,100	5,100
622X	Flex Credit Benefit	-	-	4,100	4,100	5,300
6245	Life Insurance	-	-	100	100	100
TOTAL		-	29,611	120,100	120,100	123,800
MATERIALS, SUPPLIES & SERV						
6310	Insurance and Surety Bonds	-	10,955	11,000	11,000	11,000
6315	Travel, Conferences, & Meetings	-	2,667	25,300	25,300	25,300
6320	Training	-	-	500	500	500
6340	Clothing and Personal Expenses	-	29,292	28,500	28,500	28,500
6416	Office Supplies	-	414	700	700	700
6417	Postage	-	4,795	200	200	200
6419	Minor Equipment	-	-	7,000	7,000	7,000
6420	Departmental Special Supplies	-	1,350	3,600	3,600	3,600
6427	Vehicle Operating Supplies	-	-	200	200	200
6428	Vehicle Maintenance	-	286	500	500	500
6519	Bank Charges	-	7,106	-	-	-
6521	Camp Discounts	-	3,967	-	-	-
6525	Rents and Leases	-	1,116	2,000	2,000	2,000
6530	Professional Services	-	-	2,300	2,300	2,300
6531	Maint. & Operation of Equipment	-	-	200	200	200
6580	Administrative Charges	-	5,500	6,600	6,600	6,600
TOTAL		-	67,448	88,600	88,600	88,600
CAPITAL, DEBT SVC & CHRGS						
6640	Equipment	-	-	5,000	5,000	5,000
6910	Claims Liability Charges	-	-	5,500	5,500	4,200
6920	Workers' Comp Charges	-	-	4,700	4,700	2,700
6940	PERS Side Fund Charges	-	675	-	-	-
TOTAL		-	675	15,200	15,200	11,900
ACTIVITY TOTALS		-	97,734	223,900	223,900	224,300

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

DEPARTMENT	DEPT. NO.	BUDGET UNIT
JUNIOR LIFEGUARDS	6180	255-6000-6180

Pay Range	Position Title	2012/2013		2013/2014		2014/2015	
		Adopted FTE Hours	Adopted Budget	Adopted FTE Hours	Adopted Budget	Adopted FTE Hours	Adopted Budget
Hourly	Program Director	-	-	0.48	21,500	0.48	22,600
Hourly	Assistant Prog Dir	-	-	0.19	6,800	0.19	7,500
Hourly	Senior Instructors	-	-	1.14	39,200	1.14	39,200
Hourly	Regular Instructors	-	-	-	-	-	-
Hourly	Program Assistants	-	-	1.92	36,200	1.92	36,200
	Total Salaries		-		103,700		105,500
	Total Benefits		-		16,300		18,300
	Total Salaries	-	-	3.73	120,000	3.73	123,800

SERVICE INDICATOR	2011/12 Actual	2012/13 Actual	2013/14 Projected	2014/15 Proposed
Program participants	0	0	770	779



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
FUNCTION ACTIVITY OVERVIEW

FUNCTION	FUND DISTRIBUTION				2014-2015
					General Fund
PUBLIC WORKS					1,764,900
					Sanitation
					4,869,200
					6,634,100
EXPENSE CLASSIFICATION	2011-2012 ACTUAL	2012-2013 ACTUAL	2013-2014 ADOPTED	2013-2014 PROJECTED	2014-2015 ADOPTED
TOTAL REGULAR POSITIONS	11.12	10.76	10.76	10.76	10.61
SALARIES & FRINGE BENEFITS	1,005,408	993,429	1,031,700	1,005,952	1,039,800
MATERIAL, SUPPLIES & SERVICES	3,374,174	2,847,378	3,240,300	3,289,510	3,311,700
CAPITAL, DEBT SVC & CHARGES	7,768,392	2,270,658	2,237,900	2,279,625	2,282,600
TOTAL BUDGET	12,147,974	6,111,465	6,509,900	6,575,087	6,634,100

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 modernizes 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 design and construction, environmental services, traffic engineering and sanitation.

The Public Works Maintenance Division includes the maintenance of streets, parks, public facilities, traffic control devices and sanitation divisions, and responsibility for the Coastal Rail Trail, Street Sweeping, Traffic Signal 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-84 and C-85.

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-86 and C-87.

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-88 and C-89.

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-90 and C-91.

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-92 and C-93.

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-94 through C-97.

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-98 and C-99 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-111. 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: Reconstruction of the Del Mar Shores Beach Access Stairway, Solana Beach and San Elijo Hills Pump Station Upgrades, Highway 101 Pedestrian Enhancement Project and various major storm drain and sewer repair/replacements projects.
- B. Begin or continue engineering design work on major capital projects. Steps include preliminary design, coastal commission review and environmental review. Projects include: Stevens Avenue Complete Street Project, San Andres Traffic Calming, and La Colonia Park and Community Center Improvements.

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 Management 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, construction 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 Advisory 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 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 20% 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.



CITY OF SOLANA BEACH
FISCAL YEAR 2014-2015 BUDGET

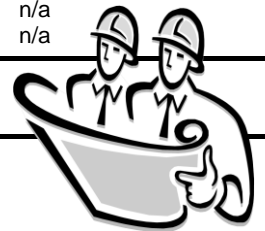
DEPARTMENT		DEPT. NO.			BUDGET UNIT	
ENGINEERING		6510			001-6500-6510	
OBJECT CODE	EXPENSE CLASSIFICATION	2011-2012 ACTUAL	2012-2013 ACTUAL	2013-2014 ADOPTED	2013-2014 PROJECTED	2014-2015 ADOPTED
SALARIES & FRINGE BENEFITS						
6101	Regular Salaries	204,693	184,586	199,100	209,445	184,300
6102	Part Time & Temporary Salaries	-	210	-	-	-
6103	Overtime	1,255	814	1,000	-	1,000
6205	Retirement	32,609	25,098	29,300	29,468	26,000
6210	Medicare	2,603	2,376	2,900	2,788	2,700
622X	Flex Credit Benefit	22,845	28,090	20,700	28,831	25,300
6245	Life Insurance	688	675	700	631	600
6280	Auto Allowance	1,176	1,224	1,100	1,162	1,100
6290	Phone Allowance	517	540	400	500	-
TOTAL		266,386	243,613	255,200	272,825	241,000
MATERIALS, SUPPLIES & SERV						
6315	Travel, Conferences, & Meetings	937	1,256	1,800	120	1,800
6320	Training	449	505	1,000	0	1,000
6330	Membership and Dues	278	169	1,000	500	1,000
6417	Postage	100	-	100	100	100
6418	Books, Subscriptions & Printing	778	281	300	350	300
6419	Minor Equipment	140	399	-	-	-
6420	Departmental Special Supplies	1,613	912	1,000	2000	1,500
6427	Vehicle Operating Supplies	2,345	1,953	2,400	1400	2,400
6428	Vehicle Maintenance	1,341	452	1,000	1000	1,000
6522	Advertising	192	-	100	200	100
6523	Communications	124	119	200	200	200
6530	Professional Services	8,813	3,257	21,400	24,400	21,400
6531	Maint. & Operation of Equipment	-	-	100	100	100
TOTAL		17,111	9,303	30,400	30,370	30,900
CAPITAL, DEBT SVC & CHRGS						
6910	Claims Liability Charges	14,000	6,400	10,500	10,500	7,300
6920	Workers' Comp Charges	5,600	9,200	9,100	9,100	4,800
TOTAL		19,600	15,600	19,600	19,600	12,100
ACTIVITY TOTALS		303,097	268,516	305,200	322,795	284,000

CITY OF SOLANA BEACH
STAFFING/COMMENTARY/DETAIL

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

Pay Range	Position Title	2012/2013		2013/2014		2014/2015	
		Adopted FTE Hours	Adopted Budget	Adopted FTE Hours	Adopted Budget	Adopted FTE Hours	Adopted Budget
1-101	Director of PW / City Engineer	0.35	50,400	0.35	50,500	0.35	50,700
1-103	Principal Civil Engineer	0.35	36,000	0.35	36,000	0.25	25,900
1-104	Management Analyst	-	-	-	-	-	-
3153	Associate Civil Engineer	0.43	35,600	0.43	35,600	0.40	33,100
3124	Assistant Civil Engineer	0.15	9,900	0.15	10,800	0.15	10,800
3131	Public Works Inspector	-	-	-	-	-	-
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	23,000
	Overtime		1,000		1,000		1,000
	Total Salaries		199,100		200,100		185,300
	Total Benefits		58,600		59,800		55,700
	Total	2.48	257,700	2.48	259,900	2.28	241,000

SERVICE INDICATORS	2011/12 Actual	2012/13 Actual	2013/14 Projected	2014/15 Proposed
Encroachment permits issued	78	78	102	110
Marine safety permits issued	2	2	0	2
Grading permits issued	6	5	6	5
Transportation permits issued	3	0	0	0
Capital Project Management:				
Less than \$200,000	3	6	6	7
Greater than \$200,000	3	4	4	3
Street overlays/slurries (square feet)	20,000	220,000	970,000	460,000
Improvement & lot adjustment permits	5	2	1	n/a
Sanitation permits issued	4	5	5	n/a



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 2014-2015 BUDGET

DEPARTMENT		DEPT. NO.			BUDGET UNIT	
ENVIRONMENTAL SERVICES		6520			001-6500-6520	
OBJECT CODE	EXPENSE CLASSIFICATION	2011-2012 ACTUAL	2012-2013 ACTUAL	2013-2014 ADOPTED	2013-2014 PROJECTED	2014-2015 ADOPTED
SALARIES & FRINGE BENEFITS						
6101	Regular Salaries	71,499	72,756	77,100	73,186	77,900
6102	Part Time & Temporary Salaries	1,408	1,595	-	-	-
6103	Overtime	627	464	700	457	700
6104	Special Pay	752	734	800	774	900
6105	Temporary Non-Payroll	-	568	-	-	-
6205	Retirement	10,352	9,014	11,300	9,716	10,200
6210	Medicare	1,020	1,050	1,100	1,086	1,200
622X	Flex Credit Benefit	8,938	10,966	9,400	11,806	12,200
6245	Life Insurance	222	216	300	222	300
6290	Phone Allowance	218	210	200	209	-
TOTAL		95,036	97,573	100,900	97,456	103,400
MATERIALS, SUPPLIES & SERV						
6315	Travel, Conferences, & Meetings	975	-	500	500	500
6330	Membership and Dues	103	915	1,300	1,300	1,300
6340	Clothing and Personal Expenses	537	603	700	700	700
6418	Books, Subscriptions & Printing	129	78	200	200	200
6419	Minor Equipment	2,838	937	200	200	200
6420	Departmental Special Supplies	6,816	16,309	8,800	8,800	12,300
6427	Vehicle Operating Supplies	2,620	4,037	5,400	5,400	6,700
6428	Vehicle Maintenance	1,564	395	1,500	1,500	1,500
6522	Advertising	76	221	-	-	-
6523	Communications	74	71	100	100	100
6525	Rents and Leases	-	-	300	300	300
6526	Maint. Of Buildings & Grounds	-	13	-	-	-
6527	Utilities - Other	4,100	2,580	3,500	3,500	3,500
6529	Mileage	21	21	100	100	100
6530	Professional Services	133,771	93,373	145,400	145,400	122,800
6531	Maint. & Operation of Equipment	-	-	-	-	-
TOTAL		153,624	119,553	168,000	168,000	150,200
CAPITAL, DEBT SVC & CHRGS						
6910	Claims Liability Charges	2,600	2,500	4,100	4,100	3,100
6920	Workers' Comp Charges	1,900	3,500	3,600	3,600	2,000
TOTAL		4,500	6,000	7,700	7,700	5,100
ACTIVITY TOTALS		253,161	223,126	276,600	273,156	258,700

CITY OF SOLANA BEACH
STAFFING/COMMENTARY/DETAIL

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

Pay Range	Position Title	2012/2013		2013/2014		2014/2015	
		Adopted FTE Hours	Adopted Budget	Adopted FTE Hours	Adopted Budget	Adopted FTE Hours	Adopted Budget
1-104	Sr.Management Analyst	0.15	11,600	0.15	11,600	0.15	11,700
1-103	Principal Civil Engineer	0.10	10,300	0.10	10,300	0.10	10,400
1-104	Public Works Operations Mgr	0.10	8,400	0.10	8,400	0.10	8,400
3124	Assistant Civil Engineer	0.30	19,700	0.30	21,600	0.30	21,600
3131	Public Works Inspector	-	-	-	-	-	-
3111	Lead Maintenance Worker (2 positions)	0.10	5,500	0.10	5,500	0.15	4,800
3097	Maint. Worker II (2 positions)	0.10	4,800	0.15	6,900	0.10	8,200
6085	Temp. Maint. Worker I	0.05	1,800	-	-	-	-
3126	Code Compliance Officer	0.20	12,800	0.20	12,800	0.20	12,900
	Overtime		700		700		700
	Stand by Pay (Overtime Rate)		800		800		800
	Total Salaries		76,400		78,600		79,500
	Total Benefits		24,200		24,000		23,900
	Total	1.100	100,600	1.10	102,600	1.10	103,400

SERVICE INDICATORS	2011/12 Actual	2012/13 Actual	2013/14 Projected	2014/15 Proposed
Trash pick-up per year	245	245	245	245
Low flow diverter inspections	245	245	245	245
Diverter repairs & maintenance	12	12	6	9
Spill responses from auto accidents	1	0	0	1
Litter removal from public rights of way	52	52	52	52
Dog waste bag replacements bag replacements	30,000	30,000	90,000	90,000
# of times dispensers refilled	52	52	52	52
Catch basins cleaned	50	50	75	75
Stevens Creek & outfall inspections	6	12	12	12

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

6530:

	FY 14/15
State Water Control Board fees	12,000
Permit fees paid to County of S.D. & RWQCB	7,500
Watershed URMP shared costs	5,715
Storm drain cleaning	21,200
Stevens Creek cleaning	2,700
Household Hazardous Waste programs	13,700
TMDL and JURMP updates	10,000
Commercial Industrial Inspection/weather monitoring	10,000
JPA Sediment Drying Pad	6,100
U.S. Mayors Conference implementation	2,626
City Website Updates	200
Storm Water Cost Share	31,059
	<u>122,800</u>



CITY OF SOLANA BEACH
FISCAL YEAR 2014-2015 BUDGET

DEPARTMENT		DEPT. NO.			BUDGET UNIT	
STREET MAINTENANCE		6530			001-6500-6530	
OBJECT CODE	EXPENSE CLASSIFICATION	2011-2012 ACTUAL	2012-2013 ACTUAL	2013-2014 ADOPTED	2013-2014 PROJECTED	2014-2015 ADOPTED
SALARIES & FRINGE BENEFITS						
6101	Regular Salaries	143,251	141,324	169,300	163,962	177,300
6102	Part Time & Temporary Salaries	15,484	18,992	-	8,139	-
6103	Overtime	3,624	3,321	6,100	3,590	6,000
6104	Special Pay	6,432	6,059	7,000	6,804	7,600
6105	Temporary Non-Payroll	-	5,973	-	-	-
6205	Retirement	25,509	20,068	24,900	22,499	22,000
6210	Medicare	2,279	2,150	2,600	2,580	2,800
6211	Social Security	-	-	-	595	-
622X	Flex Credit Benefit	20,127	24,553	24,900	30,898	32,700
6245	Life Insurance	450	433	600	448	600
6280	Auto Allowance	636	612	600	600	600
6290	Phone Allowance	249	240	200	236	-
TOTAL		218,040	223,725	236,200	240,351	249,600
MATERIALS, SUPPLIES & SERV						
6320	Training	44	-	-	70	1,000
6330	Membership and Dues	103	42	200	-	200
6340	Clothing and Personal Expenses	775	868	1,000	1,000	1,000
6419	Minor Equipment	-	248	-	220	-
6420	Departmental Special Supplies	3,320	1,850	8,000	8,000	8,000
6421	Small Tools	-	-	-	-	-
6427	Vehicle Operating Supplies	6,944	4,299	6,000	6,000	6,000
6428	Vehicle Maintenance	2,014	712	1,500	2,000	1,500
6523	Communications	198	190	300	300	300
6524	Utilities - Electric	1,403	1,388	1,500	2,330	15,000
6525	Rents and Leases	-	96	800	800	800
6529	Mileage	270	77	300	300	300
6530	Professional Services	13,870	13,505	21,100	21,100	25,600
TOTAL		28,941	23,275	40,700	42,120	59,700
CAPITAL, DEBT SVC & CHRGS						
6910	Claims Liability Charges	41,000	36,900	73,200	73,200	71,000
6920	Workers' Comp Charges	19,800	20,400	16,800	16,800	20,800
6930	Asset Replacement Charges	1,000	17,300	17,300	17,300	17,300
TOTAL		61,800	74,600	107,300	107,300	109,100
ACTIVITY TOTALS		308,781	321,600	384,200	389,771	418,400

CITY OF SOLANA BEACH
STAFFING/COMMENTARY/DETAIL

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

Pay Range	Position Title	2012/2013		2013/2014		2014/2015	
		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	29,000
1-104	Public Works Operations Mgr	0.20	16,800	0.20	16,800	0.20	16,900
3124	Assistant Civil Engineer	0.10	6,600	0.10	7,200	0.10	7,200
3131	Public Works Inspector	-	-	-	-	-	-
3111	Lead Maintenance Worker (2)	0.55	30,000	0.55	30,000	1.10	60,000
3108	Administrative Asst III	0.20	10,600	0.20	10,600	0.25	12,000
3097	Maintenance Worker II (2)	1.10	52,200	1.10	75,900	1.10	52,200
6085	Temp Maint Worker I	0.55	19,400	0.55	-	-	-
N/A	Overtime		6,000		6,100		6,000
	Stand by Pay (Overtime Rate)		6,600		7,000		7,600
	Total Salaries		177,000		182,400		190,900
	Total Benefits		52,100		57,700		58,700
	Total	2.90	229,100	2.90	240,100	2.95	249,600

SERVICE INDICATORS	2011/12 Actual	2012/13 Actual	2013/14 Projected	2014/15 Proposed
Asphalt repairs	5,000	3,000	3,000	3,000
Street name & regulatory sign replacement	100	150	200	200
Curb painting (lineal feet)	13,200	13,200	15,000	15,000
Street striping (lineal feet)	100	100	200	200
Graffiti removal	52	52	52	52
Inspect landscape medians	12	12	12	12
Clean under I-5 bridge	5	5	5	5
Public contact regarding street issues	52	52	75	75

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 14/15 |
| 6530: Pavement repairs, potholes, street markings | 14,000 |
| Power Washing-Graffiti removal | 4,000 |
| Emergencies | 2,000 |
| North County Dispatch/After hour call back | 600 |
| Tree trimming/arborist | 5,000 |
| | <u>25,600</u> |



CITY OF SOLANA BEACH
FISCAL YEAR 2014-2015 BUDGET

DEPARTMENT		DEPT. NO.			BUDGET UNIT	
TRAFFIC SAFETY		6540			001-6500-6540	
OBJECT CODE	EXPENSE CLASSIFICATION	2011-2012 ACTUAL	2012-2013 ACTUAL	2013-2014 ADOPTED	2013-2014 PROJECTED	2014-2015 ADOPTED
	SALARIES & FRINGE BENEFITS					
	TOTAL	-	-	-	-	-
	MATERIALS, SUPPLIES & SERV					
6315	Travel-Meetings	500	-	-		-
6418	Books, Subscriptions & Printing	9	68	-		-
6420	Departmental Special Supplies	7,989	10,983	10,000	10,500	10,000
6523	Communications	681	647	700	700	700
6524	Utilities - Electric	17,567	-	-		-
6525	Rents and Leases	-	-	1,000	1,000	1,000
6529	Mileage	235	113	100	100	100
6530	Professional Services	107,480	93,422	105,800	105,800	107,300
6531	Maint. & Operation of Equipment	-	-	500	500	500
	TOTAL	134,461	105,233	118,100	118,600	119,600
	CAPITAL, DEBT SVC & CHRGS					
	TOTAL	-	-	-	-	-
	ACTIVITY TOTALS	134,461	105,233	118,100	118,600	119,600

CITY OF SOLANA BEACH
STAFFING/COMMENTARY/DETAIL

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

Pay Range	Position Title	2012/2013		2013/2014		2014/2015	
		Adopted FTE Hours	Adopted Budget	Adopted FTE Hours	Adopted Budget	Adopted FTE Hours	Adopted Budget
N/A							



SERVICE INDICATORS	2011/12 Actual	2012/13 Actual	2013/14 Projected	2014/15 Proposed
SERVICE II Preventative maintenance of traffic signals	12	12	12	12
Traffic signal repairs	40	40	60	60
Safety signs installed	30	30	60	60
Sight distance issues	5	0	0	0
Other repairs relating to landscaping, temporary signage	12	12	25	25

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 *

	FY 14/15
6530: Red Flex - third party red light camera administration	87,000
RBF traffic engineering consulting	20,000
Signal repairs *	-
Traffic Signal upgrade & painting *	-
After Hour Dispatch	300
	<u>107,300</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 2014-2015 BUDGET

DEPARTMENT		DEPT. NO.			BUDGET UNIT	
STREET SWEEPING		6550			001-6500-6550	
OBJECT CODE	EXPENSE CLASSIFICATION	2011-2012 ACTUAL	2012-2013 ACTUAL	2013-2014 ADOPTED	2013-2014 PROJECTED	2014-2015 ADOPTED
	SALARIES & FRINGE BENEFITS					
	TOTAL	-	-	-	-	-
	MATERIALS, SUPPLIES & SERV					
6530	Professional Services	38,387	39,573	45,500	45,500	45,500
	TOTAL	38,387	39,573	45,500	45,500	45,500
	CAPITAL, DEBT SVC & CHRGS					
	TOTAL	-	-	-	-	-
	ACTIVITY TOTALS	38,387	39,573	45,500	45,500	45,500

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

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

Pay Range	Position Title	2012/2013		2013/2014		2014/2015	
		Adopted FTE Hours	Adopted Budget	Adopted FTE Hours	Adopted Budget	Adopted FTE Hours	Adopted Budget
N/A							

SERVICE INDICATORS	2011/12 Actual	2012/13 Actual	2013/14 Projected	2014/15 Proposed
Miles of streets swept	40	40	40	40
Special event street sweepings	5	2	2	2
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 2014-2015 BUDGET

DEPARTMENT		DEPT. NO.			BUDGET UNIT	
PARK MAINTENANCE		6560			001-6500-6560	
OBJECT CODE	EXPENSE CLASSIFICATION	2011-2012 ACTUAL	2012-2013 ACTUAL	2013-2014 ADOPTED	2013-2014 PROJECTED	2014-2015 ADOPTED
SALARIES & FRINGE BENEFITS						
6101	Regular Salaries	58,967	57,907	73,500	70,431	77,100
6102	Part Time & Temporary Salaries	8,446	9,569	-	-	-
6103	Overtime	1,500	1,334	2,900	1,645	2,800
6104	Special Pay	3,007	2,756	3,300	3,191	3,600
6105	Temporary Non-Payroll	-	3,224	-	-	-
6205	Retirement	10,542	8,018	10,800	9,577	9,300
6210	Medicare	996	903	1,200	1,063	1,200
622X	Flex Credit Benefit	8,973	10,960	11,600	14,582	15,000
6245	Life Insurance	185	179	300	193	300
6290	Phone Allowance	125	120	100	118	-
TOTAL		92,740	94,970	103,700	100,800	109,300
MATERIALS, SUPPLIES & SERV						
6340	Clothing and Personal Expenses	632	628	700	700	700
6419	Minor Equipment	440	248	-	220	1,000
6420	Departmental Special Supplies	7,708	12,083	11,800	11,800	3,800
6427	Vehicle Operating Supplies	2,724	1,300	1,200	1,200	1,200
6428	Vehicle Maintenance	1,762	508	1,500	2,000	1,500
6523	Communications	99	95	200	200	200
6524	Utilities - Electric	29,745	26,571	27,600	33,600	35,000
6525	Rents and Leases	343	72	-	250	500
6526	Maint. of Buildings & Grounds	90,331	97,437	108,900	108,900	108,000
6527	Utilities - Other	28,620	36,340	30,000	44,700	45,000
6529	Mileage	225	580	300	300	300
6530	Professional Services	17,580	18,292	30,900	30,900	30,900
6531	Maint. & Operation of Equipment	-	82	-	-	-
TOTAL		180,210	194,236	213,100	234,770	228,100
CAPITAL, DEBT SVC & CHRGS						
6910	Claims Liability Charges	2,600	2,500	4,200	4,200	3,300
6920	Workers' Comp Charges	2,000	3,500	3,600	3,600	2,100
TOTAL		4,600	6,000	7,800	7,800	5,400
ACTIVITY TOTALS		277,550	295,206	324,600	343,370	342,800

CITY OF SOLANA BEACH
STAFFING/COMMENTARY/DETAIL

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

Pay Range	Position Title	2012/2013		2013/2014		2014/2015	
		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	16,900
3124	Assistant Civil Engineer	0.10	6,600	0.10	7,200	0.10	7,200
3131	Public Works Inspector	-	-	-	-	-	-
3111	Lead Maintenance Worker (2)	0.15	8,200	0.15	8,200	0.45	24,500
3097	Maintenance Worker II (2)	0.60	28,500	0.90	41,400	0.60	28,500
6085	Temp Maint Worker I	0.30	10,500	-	-	-	-
	Overtime		2,800		2,900		2,800
N/A	Stand by Pay (Overtime Rate)		3,100		3,300		3,600
	Total Salaries		76,400		79,700		83,500
	Total Benefits		23,400		25,700		25,800
	Total Salaries	1.35	99,800	1.35	105,400	1.35	109,300

SERVICE INDICATORS	2011/12 Actual	2012/13 Actual	2013/14 Projected	2014/15 Proposed
Landscape inspections	52	52	52	52
Maintenance to Stevens House	10	10	10	10
Repairs & maintenance to park buildings	104	115	115	104
Playground inspections	52	52	52	52
Plumbing repairs to showers, drinking, fountains, etc.	20	12	12	12
Lighting repairs	24	24	24	24
Beach access and maintenance	52	52	52	52
Signage repairs and installations	25	20	40	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 14/15
6526: Landscape Maintenance	<u>108,000</u>
	<u>108,000</u>

6530: Tree trimming/on-call arborist	5,000
Back flow testing	8,000
Security	12,000
Alarm Monitoring	4,600
Graffiti removal	1,300
	<u>30,900</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 2014-2015 BUDGET

DEPARTMENT		DEPT. NO.			BUDGET UNIT	
PUBLIC FACILITIES MAINTENANCE		6570			001-6500-6570	
OBJECT CODE	EXPENSE CLASSIFICATION	2011-2012 ACTUAL	2012-2013 ACTUAL	2013-2014 ADOPTED	2013-2014 PROJECTED	2014-2015 ADOPTED
SALARIES & FRINGE BENEFITS						
TOTAL		-	-	-	-	-
MATERIALS, SUPPLIES & SERV						
6419	Minor Equipment	906	108	-	2,000	-
6420	Departmental Special Supplies	13,275	11,214	14,500	11,000	7,500
6427	Vehicle Operating Supplies	397	1,072	2,000	2,000	2,000
6428	Vehicle Maintenance	-	66	-	1,000	-
6524	Utilities - Electric	41,700	42,409	38,500	47,800	47,800
6525	Rents/Leases	-	485	500	500	500
6526	Maint. of Buildings & Grounds	47,178	56,114	62,000	68,000	76,500
6527	Utilities - Other	2,733	2,111	3,000	3,000	3,000
6529	Mileage	-	48	200	200	200
6530	Professional Services	18,382	28,513	22,300	25,000	57,400
6531	Maint. & Operation of Equipment	-	1,277	1,000	1,000	1,000
TOTAL		124,571	143,417	144,000	161,500	195,900
CAPITAL, DEBT SVC & CHRGS						
6630	Improvements	4,800	-	-	-	-
6935	Facilities Replacement Charges	-	-	-	-	100,000
TOTAL		4,800	-	-	-	100,000
ACTIVITY TOTALS		129,371	143,417	144,000	161,500	295,900

CITY OF SOLANA BEACH
STAFFING/COMMENTARY/DETAIL

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

Pay Range	Position Title	2012/2013		2013/2014		2014/2015	
		Adopted FTE Hours	Adopted Budget	Adopted FTE Hours	Adopted Budget	Adopted FTE Hours	Adopted Budget
N/A							

SERVICE INDICATORS	2011/12 Actual	2012/13 Actual	2013/14 Projected	2014/15 Proposed
Painting at City Hall (square feet)	200	200	1000	200
Plumbing repairs	20	12	12	12
Roof maintenance (times per year)	10	0	0	0
Lighting repairs	24	24	30	36
Restock janitorial supplies	52	n/a	12	12
Sewer line cleaning at City Hall	10	10	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 14/15
6526: Plant replacement, irrigation repair, tree trim	2,400
Janitorial services	45,700
Pest control	2,000
HVAC preventative maintenance	2,000
LS Maintenance Contract	13,000
Misc.Unspecified Repairs	11,400
	<u>76,500</u>



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

CITY OF SOLANA BEACH
FISCAL YEAR 2014-2015 BUDGET

DEPARTMENT		DEPT. NO.			BUDGET UNIT	
SANITATION		7700			509-0000-7700	
OBJECT CODE	EXPENSE CLASSIFICATION	2011-2012 ACTUAL	2012-2013 ACTUAL	2013-2014 ADOPTED	2013-2014 PROJECTED	2014-2015 ADOPTED
SALARIES & FRINGE BENEFITS						
6101	Regular Salaries	250,968	257,335	263,000	226,659	259,100
6102	Part Time & Temporary Salaries	10,160	3,190	-	-	-
6103	Overtime	2,875	1,339	1,200	818	1,300
6104	Special Pay	1,337	1,285	1,400	1,311	1,600
6105	Temporary Non-Payroll	-	1,090	-	-	-
6205	Retirement	38,086	34,043	38,100	31,984	36,400
6210	Medicare	3,322	3,331	3,900	3,103	3,800
6211	Social Security	202	-	-	-	-
622X	Flex Credit Benefit	23,624	29,640	25,600	28,557	32,500
6245	Life Insurance	733	747	900	672	900
6280	Auto Allowance	1,225	918	900	830	900
6290	Phone Allowance	674	630	700	586	-
TOTAL		333,205	333,548	335,700	294,520	336,500
MATERIALS, SUPPLIES & SERV						
6310	Insurance and Surety Bonds	-	-	17,000	17,000	17,000
6315	Travel, Conferences, & Meetings	25	-	500	-	500
6320	Training	-	-	500	200	500
6330	Membership and Dues	550	212	1,000	300	1,000
6340	Clothing and Personal Expenses	537	482	500	500	500
6418	Books, Subscriptions & Printing	29	52	100	100	100
6420	Departmental Special Supplies	320	895	500	500	500
6421	Small Tools	-	-	500	500	500
6427	Vehicle Operating Supplies	1,920	1,715	2,500	2,500	2,500
6428	Vehicle Maintenance	2,550	678	2,000	2,000	2,000
6522	Advertising	313	-	100	-	100
6523	Communications	50	69	200	350	300
6525	Rents and Leases	-	260	300	300	300
6526	Maintenance of Building	-	-	500	-	500
6527	Utilities - Other	7,567	7,162	14,000	7,100	14,000
6529	Mileage	161	-	200	200	200
6530	Professional Services	2,246,714	1,747,563	1,979,400	1,979,400	1,980,600
6540	Damage Claims	966	19,000	20,000	37,000	20,000
6560	Depreciation	344,362	345,500	350,000	350,000	350,000
6570	Other Charges	1,605	-	1,500	1,500	1,500
6580	Administrative Charges	89,200	89,200	89,200	89,200	89,200
TOTAL		2,696,869	2,212,788	2,480,500	2,488,650	2,481,800
CAPITAL, DEBT SVC & CHRGS						
6630	Improve. Other than Buildings	374,762	517,948	428,600	468,600	451,900
6640	Equipment	-	28,040	-	-	-
6710	Principal - Debt Service	6,290,000	828,460	857,000	856,963	880,600
6720	Interest - Debt Service	666,621	536,423	519,500	519,658	492,600
67XX	Debt Service Cost	175,448	92,876	47,600	53,796	53,800
6910	Claims Liability Charges	144,200	136,700	215,100	215,100	148,400
6920	Workers' Comp Charges	6,700	12,100	12,100	12,100	6,700
6940	PERS Side Fund Charges	15,361	15,911	15,600	11,008	16,900
TOTAL		7,673,092	2,168,458	2,095,500	2,137,225	2,050,900
ACTIVITY TOTALS		10,703,167	4,714,794	4,911,700	4,920,395	4,869,200

CITY OF SOLANA BEACH
STAFFING/COMMENTARY/DETAIL

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

Pay Range	Position Title	2012/2013		2013/2014		2014/2015	
		Adopted FTE Hours	Adopted Budget	Adopted FTE Hours	Adopted Budget	Adopted FTE Hours	Adopted Budget
Contract	City Manager	0.11	22,200	0.11	21,200	0.11	21,300
1-101	Director of PW / City Engineer	0.30	43,200	0.30	43,200	0.30	43,500
1-103	Principal Civil Engineer	0.25	25,800	0.25	25,800	0.20	20,700
1-103	Finance Manager/Treasurer	0.25	30,000	0.25	30,000	0.25	30,200
1-104	Public Works Operations Mgr	0.25	20,900	0.25	20,900	0.25	21,100
3124	Assistant Civil Engineer	0.25	16,400	0.25	18,000	0.25	18,000
3153	Associate Civil Engineer	0.50	41,400	0.50	41,400	0.50	41,400
3131	Public Works Inspector	-	-	-	-	-	-
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	8,200
3111	Lead Maintenance Worker (2)	0.15	8,200	0.15	8,200	0.25	13,600
3097	Maint. Worker II (2)	0.20	9,500	0.30	13,800	0.20	9,500
6085	Temp. Maint. Worker I	0.10	3,500	-	-	-	-
2128	Accountant	0.10	6,500	0.10	6,500	0.10	6,400
2122	Fiscal Specialist II	0.05	3,100	0.05	3,100	0.05	3,000
2109	Fiscal Specialist I	-	-	-	2,400	0.05	2,700
	San Elijo JPA Members		3,800		3,800		3,800
	Part-Time		-		-		-
	Overtime		1,300		1,200		1,300
	Stand by Pay (Overtime Rate)		1,400		1,400		1,600
	Total Salaries		261,800		265,600		262,000
	Total Benefits		72,900		76,400		74,500
	Total	2.93	334,700	2.93	342,000	2.93	336,500

SERVICE INDICATORS	2011/12 Actual	2012/13 Actual	2013/14 Projected	2014/15 Proposed
Miles of collection system maintained	48	48	48	48
Sewer system & wet well inspections	24	24	24	24
Private sewer spills attended to	1	1	2	0
Public sewer spills or blockages	0	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	1,024,800
Laboratory analysis	183,750
Outfall	34,200
Solana Beach pump stations	288,550
<i>Total San Elijo JPA Services</i>	<u>1,531,300</u>

City Professional Services:

Sewer line maintenance	282,000
Sewer Rate Study	25,000
Bond administration	4,300
Legal Services	50,000
Audit Services	13,000
City of Encinitas conveyance	60,000
Miscellaneous consultants & services	15,000
<i>Total City Services</i>	<u>449,300</u>

Total Professional Services

1,980,600

- 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.





CITY OF SOLANA BEACH
FUNCTION ACTIVITY OVERVIEW

FUNCTION	FUND DISTRIBUTION				2014-2015
	General Fund				244,500
COMMUNITY SERVICES/ RECREATION	Camp Programs				27,900
					272,400
EXPENSE CLASSIFICATION	2011-2012 ACTUAL	2012-2013 ACTUAL	2013-2014 ADOPTED	2013-2014 PROJECTED	2014-2015 ADOPTED
TOTAL REGULAR POSITIONS	2.90	3.54	3.54	3.54	3.41
SALARIES & FRINGE BENEFITS	205,887	204,632	183,900	195,055	219,000
MATERIAL, SUPPLIES & SERVICES	39,072	77,806	31,500	34,413	43,300
CAPITAL, DEBT SVC & CHARGES	10,200	13,600	14,200	14,200	10,100
TOTAL BUDGET	255,160	296,038	229,600	243,668	272,400

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 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-104 and C-105.

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; Coordination of 30 City-sponsored special events; development of joint use agreements with local school districts and other organizations for facility use and program resources; contract management with the Boys & Girls Club for the City's After School Enrichment Program; non-City-sponsored special event application administration; 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 2013-1014:

- 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.
- Continue to seek out funding sources for the La Colonia Park Renovation Project.
- Process all special event permit applications throughout the City.
- Continue and expand on the new on-line registration process for fee-based recreational activities.
- Work closely with the Parks and Recreation Commission to provide community events that enhance the quality of life for Solana Beach residents.
- Continue encouraging and fostering partnerships with community and youth agencies that will strengthen collaboration efforts in order to provide safe environments for the youth.
- Maintain the number of partnership agreements and foster even stronger community relationships with overall intent of providing a wider variety of recreational opportunities for residents.
- Continue a high level of more inclusive and family oriented programs and services.
- Provide the necessary management to fully achieve the priorities identified by the Parks & Recreation Commission, the City Manager's Office, and City Council.
- Enhance customer service and efficiency in the department.
- Continue evaluating ways Improve safety and sense of security for park users.



CITY OF SOLANA BEACH
FISCAL YEAR 2014-2015 BUDGET

DEPARTMENT		DEPT. NO.			BUDGET UNIT	
COMMUNITY SERVICES		7100			001-7000-7100	
OBJECT CODE	EXPENSE CLASSIFICATION	2011-2012 ACTUAL	2012-2013 ACTUAL	2013-2014 ADOPTED	2013-2014 PROJECTED	2014-2015 ADOPTED
SALARIES & FRINGE BENEFITS						
6101	Regular Salaries	15,467	15,467	15,500	14,873	15,600
6102	Part Time & Temporary Salaries	39,718	39,718	39,700	39,721	39,700
6103	Overtime	1,370	1,205	2,000	1,171	2,000
6205	Retirement	9,025	7,724	8,100	8,229	8,700
6210	Medicare	784	850	800	862	800
622X	Flex Credit Benefit	8,124	9,916	8,200	10,186	10,500
6245	Life Insurance	171	165	200	262	200
6290	Phone Allowance	123	120	100	118	-
TOTAL		74,783	75,165	74,600	75,422	77,500
MATERIALS, SUPPLIES & SERV						
6315	Travel, Conferences, & Meetings	-	-	200	-	200
6320	Training	25	-	100	-	100
6420	Departmental Special Supplies	97	209	200	-	1,500
6529	Mileage	-	-	400	300	400
6530	Professional Services	11,082	10,081	11,400	14,000	11,400
6538	Special Events	8,616	15,975	-	780	-
6570	Other Charges	1,295	1,121	1,500	1,500	1,500
TOTAL		21,115	27,386	13,800	16,580	15,100
CAPITAL, DEBT SVC & CHRGS						
6910	Claims Liability Charges	1,900	1,800	3,000	3,000	2,300
6920	Workers' Comp Charges	1,500	2,600	2,600	2,600	1,500
TOTAL		3,400	4,400	5,600	5,600	3,800
ACTIVITY TOTALS		99,298	106,951	94,000	97,602	96,400

CITY OF SOLANA BEACH
STAFFING/COMMENTARY/DETAIL

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

Pay Range	Position Title	2012/2013		2013/2014		2014/2015	
		Adopted FTE Hours	Adopted Budget	Adopted FTE Hours	Adopted Budget	Adopted FTE Hours	Adopted Budget
1-104 3105	Sr. Management Analyst	0.20	15,500	0.20	15,500	0.20	15,600
	Community Serv Coordinator	0.75	39,700	0.75	39,700	0.75	39,700
	Overtime		2,000		2,000		2,000
	Total Salaries		57,200		57,200		57,300
	Total Benefits		18,400		20,300		20,200
Total		0.95	75,600	0.95	77,500	0.95	77,500

SERVICE INDICATORS	2011/12 Actual	2012/13 Actual	2013/14 Projected	2014/15 Proposed
Shorelines Newsletter	4	4	4	4
Street banner changes	6	6	6	6
City Hall Gallery Exhibitions	9	9	9	9
Master Art Policy Projects	n/a			
Arts Alive on CRT	1	1	1	1
Special Event Fletcher Cove	n/a			
Temporary Public Art Program	2	2	3	4

NOTES:

6530 eShorelines Publication	FY 14/15
Street Banner Change Out Program	5,000
City banner	2,450
Outside Agencies - reimbursed	3,950
	<u>11,400</u>
6570 Dial-A-Ride and ad hoc activities	



CITY OF SOLANA BEACH
FISCAL YEAR 2014-2015 BUDGET

DEPARTMENT		DEPT. NO.			BUDGET UNIT	
RECREATION		7110			001-7000-7110	
OBJECT CODE	EXPENSE CLASSIFICATION	2011-2012 ACTUAL	2012-2013 ACTUAL	2013-2014 ADOPTED	2013-2014 PROJECTED	2014-2015 ADOPTED
SALARIES & FRINGE BENEFITS						
6101	Regular Salaries	79,899	79,899	78,700	76,550	79,400
6102	Part Time & Temporary Salaries	24,021	22,365	6,700	16,200	16,200
6103	Overtime	605	303	-	-	-
6205	Retirement	12,850	10,996	11,600	11,169	12,500
6210	Medicare	1,601	1,572	1,200	1,387	1,400
6211	Social Security	1,489	1,387	400	1,173	1,000
622X	Flex Credit Benefit	10,269	12,588	10,300	12,805	13,300
6245	Life Insurance	246	237	300	231	300
6290	Phone Allowance	123	120	100	118	-
TOTAL		131,104	129,467	109,300	119,633	124,100
MATERIALS, SUPPLIES & SERV						
6315	Travel, Conferences, & Meetings	784	941	1,100	803	1,100
6320	Training	85	220	500	250	500
6330	Membership and Dues	155	170	200	170	200
6340	Clothing & Personal Expenses	-	174	400	350	400
6418	Books, Subscriptions & Printing	78	-	200	108	200
6420	Departmental Special Supplies	1,189	1,642	1,400	1,050	1,400
6522	Advertising	200	-	300	150	300
6523	Communications	132	132	-	-	-
6529	Mileage	266	380	500	470	500
6530	Professional Services	265	30,023	3,500	5,250	3,500
6531	Maint. & Operation of Equipment	-	-	300	150	300
6537	Summer Day Camp	6,790	8,467	-	-	-
6538	Special Events	7,883	8,250	9,100	8,982	9,100
6570	Other Charges	128	21	200	100	200
TOTAL		17,957	50,420	17,700	17,833	17,700
CAPITAL, DEBT SVC & CHRGS						
6910	Claims Liability Charges	3,900	3,700	4,500	4,500	3,800
6920	Workers' Comp Charges	2,900	5,500	4,100	4,100	2,500
TOTAL		6,800	9,200	8,600	8,600	6,300
ACTIVITY TOTALS		155,861	189,087	135,600	146,066	148,100

CITY OF SOLANA BEACH
STAFFING/COMMENTARY/DETAIL

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

Pay Range	Position Title	2012/2013		2013/2014		2014/2015	
		Adopted FTE Hours	Adopted Budget	Adopted FTE Hours	Adopted Budget	Adopted FTE Hours	Adopted Budget
1-104	Sr. Management Analyst	0.200	15,400	0.20	15,500	0.20	15,600
1-104	Recreation Supervisor	1.00	63,200	1.00	63,200	1.00	63,800
6045	Sr. Recreation Leader (P/T 480hrs)	0.29	6,700	0.29	6,700	-	-
6033	Recreation Leaders (P/T 1,350 hrs)	1.10	29,000	-	-	0.65	16,200
	Overtime						
	Total Salaries		114,300		85,400		95,600
	Total Benefits		27,400		27,700		28,500
	Total	2.590	141,700	1.49	113,100	1.85	124,100

SERVICE INDICATORS	2011/12 Actual	2012/13 Actual	2013/14 Projected	2014/15 Proposed
City sponsored community events	29	30	20	20
Special events participants	7,310	7,000	16,850	17,000

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

	FY 14/15
6538: Staff Coordinated Events	
Cinco De Mayo	3,200
Family Camp Out	800
Veterans Day	350
Memorial Day	350
Ad hoc events/dedications, etc.	400
P&R Coordinated Events	
Holiday Tree Lighting	4,000
Special Events Totals	<u>9,100</u>



CITY OF SOLANA BEACH
FISCAL YEAR 2014-2015 BUDGET

DEPARTMENT		DEPT. NO.			BUDGET UNIT	
RECREATION (CAMP)		7110			255-7000-7110	
OBJECT CODE	EXPENSE CLASSIFICATION	2011-2012 ACTUAL	2012-2013 ACTUAL	2013-2014 ADOPTED	2013-2014 PROJECTED	2014-2015 ADOPTED
SALARIES & FRINGE BENEFITS						
6102	Part Time & Temporary Salaries	-	765	29,000	16,215	16,200
6210	Medicare	-	11	400	235	200
6211	Social Security	-	47	1,800	1,051	1,000
TOTAL		-	823	31,200	17,501	17,400
MATERIALS, SUPPLIES & SERV						
6310	Insurance Premiums	-	1,623	-	1,700	2,000
6537	Summer Day Camp	-	-	7,000	8,478	8,500
TOTAL		-	1,623	7,000	10,178	10,500
CAPITAL, DEBT SVC & CHRGS						
TOTAL		-	-	-	-	-
ACTIVITY TOTALS		-	2,446	38,200	27,679	27,900

CITY OF SOLANA BEACH
STAFFING/COMMENTARY/DETAIL

DEPARTMENT	DEPT. NO.	BUDGET UNIT
RECREATION (CAMP)	7110	255-7000-7110

Pay Range	Position Title	2012/2013		2013/2014		2014/2015	
		Adopted FTE Hours	Adopted Budget	Adopted FTE Hours	Adopted Budget	Adopted FTE Hours	Adopted Budget
6015/6045	Recreation Leaders (P/T 1,280 hrs)	-	-	1.10	29,000	0.61	16,200
	Overtime						
	Total Salaries		-		29,000		16,200
	Total Benefits		-		2,200		1,200
	Total	-	-	1.10	31,200	0.61	17,400

SERVICE INDICATORS	2011/12 Actual	2012/13 Actual	2013/14 Projected	2014/15 Proposed
Summer day camp participants	280	245	252	280

NOTES:

6537: Summer Day Camp Program





CITY OF SOLANA BEACH
FUNCTION ACTIVITY OVERVIEW

FUNCTION	FUND DISTRIBUTION				
SPECIAL DISTRICTS	*** see below				
EXPENSE CLASSIFICATION	2011-2012 ACTUAL	2012-2013 ACTUAL	2013-2014 ADOPTED	2013-2014 PROJECTED	2014-2015 ADOPTED
TOTAL REGULAR POSITIONS	1.54	0.95	0.950	0.950	0.90
SALARIES & FRINGE BENEFITS	105,981	107,441	107,800	105,680	105,800
MATERIAL, SUPPLIES & SERVICES	594,619	548,245	633,600	617,077	639,200
CAPITAL, DEBT SVC & CHARGES	9,862	11,875	13,500	13,279	10,800
TOTAL BUDGET	710,461	667,561	754,900	736,036	755,800

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>FY2014-15 Budget</u>	<u>Budget/Service Indicator Pages</u>
Highway 101 Landscaping MID 33	\$ 73,700	C-114 and C-115
Santa Fe Hills MID 9C	250,500	C-116 and C-117
Isla Verde MID 9E	6,000	C-118 and C-119
San Elijo Hills #2C MID 9H	<u>83,100</u>	C-120 and C-121
TOTAL	<u>\$ 413,300</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-122 and C-123.

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-124 and C-125.

SPECIAL DISTRICTS (continued)

Goals:

The Public Works Department goals are located at C-79 and include goals related to the City's special districts.



CITY OF SOLANA BEACH
FISCAL YEAR 2014-2015 BUDGET

DEPARTMENT		DEPT. NO.			BUDGET UNIT	
HIGHWAY 101 LANDSCAPING MID 33		7510			203-7500-7510	
OBJECT CODE	EXPENSE CLASSIFICATION	2011-2012 ACTUAL	2012-2013 ACTUAL	2013-2014 ADOPTED	2013-2014 PROJECTED	2014-2015 ADOPTED
SALARIES & FRINGE BENEFITS						
6101	Regular Salaries	12,558	12,395	12,600	12,076	12,700
6103	Overtime	-	-	-	48	-
6205	Retirement	2,049	1,730	1,800	1,780	2,000
6210	Medicare	163	158	200	160	200
622X	Flex Credit Benefit	1,287	1,566	1,300	1,608	1,700
6245	Life Insurance	39	38	-	37	-
6290	Phone Allowance	93	90	100	89	-
TOTAL		16,190	15,977	16,000	15,798	16,600
MATERIALS, SUPPLIES & SERV						
6524	Utilities - Electric	3,493	3,008	3,300	3,738	4,000
6526	Maint. of Buildings & Grounds	15,390	6,892	32,000	32,000	34,500
6527	Utilities - Other	1,306	753	9,800	9,800	9,800
6530	Professional Services	-	-	1,000	-	1,000
6570	Other Charges	4,708	4,471	3,000	4,700	3,000
6580	Adminstrative Charges	3,100	3,100	3,100	3,100	3,100
TOTAL		27,997	18,224	52,200	53,338	55,400
CAPITAL, DEBT SVC & CHRGS						
6910	Claims Liability Charges	400	400	700	700	500
6920	Workers' Comp Charges	300	600	600	600	300
6940	PERS Side Fund Charges	852	809	800	579	900
TOTAL		1,552	1,809	2,100	1,879	1,700
ACTIVITY TOTALS		45,739	36,010	70,300	71,015	73,700

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	2012/2013		2013/2014		2014/2015	
		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	12,700
N/A	Overtime		-		-		-
N/A	Stand by Pay (Overtime Rate)		-		-		-
	Total Salaries		12,600		12,600		12,700
	Total Benefits		3,600		4,000		3,900
	Total	0.15	16,200	0.15	16,600	0.15	16,600

SERVICE INDICATORS	2011/12 Actual	2012/13 Actual	2013/14 Projected	2014/15 Proposed
Landscape area maintained (square feet)	44,000	75,000	75,000	75,000
Trash pick-up	52	52	52	52

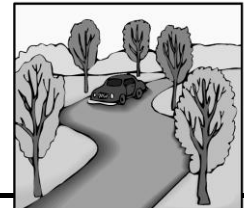
NOTES:

6526: Landscape maintenance (general)

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 2014-2015 BUDGET

DEPARTMENT		DEPT. NO.			BUDGET UNIT	
SANTA FE HILLS MID 9C		7520			204-7500-7520	
OBJECT CODE	EXPENSE CLASSIFICATION	2011-2012 ACTUAL	2012-2013 ACTUAL	2013-2014 ADOPTED	2013-2014 PROJECTED	2014-2015 ADOPTED
SALARIES & FRINGE BENEFITS						
TOTAL		-	-	-	-	-
MATERIALS, SUPPLIES & SERV						
6527	Utilities - Other	81,457	87,514	91,000	89,520	91,300
6530	Professional Services	158,000	158,000	151,000	147,000	147,000
6570	Other Charges	2,269	2,370	500	2,419	2,700
6580	Adminstrative Charges	9,500	9,500	9,500	9,500	9,500
TOTAL		251,226	257,384	252,000	248,439	250,500
CAPITAL, DEBT SVC & CHRGS						
TOTAL		-	-	-	-	-
ACTIVITY TOTALS		251,226	257,384	252,000	248,439	250,500

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	2012/2013		2013/2014		2014/2015	
		Adopted FTE Hours	Adopted Budget	Adopted FTE Hours	Adopted Budget	Adopted FTE Hours	Adopted Budget
N/A							

SERVICE INDICATORS	2011/12 Actual	2012/13 Actual	2013/14 Projected	2014/15 Proposed
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

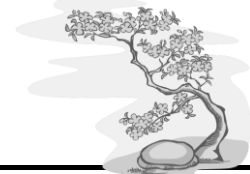
NOTES:

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 2014-2015 BUDGET

DEPARTMENT		DEPT. NO.			BUDGET UNIT	
ISLA VERDE MID 9E		7530			205-7500-7530	
OBJECT CODE	EXPENSE CLASSIFICATION	2011-2012 ACTUAL	2012-2013 ACTUAL	2013-2014 ADOPTED	2013-2014 PROJECTED	2014-2015 ADOPTED
	SALARIES & FRINGE BENEFITS					
	TOTAL	-	-	-	-	-
	MATERIALS, SUPPLIES & SERV					
6530	Professional Services	5,100	5,100	5,100	5,100	5,200
6570	Other Charges	99	113	100	100	100
6580	Adminstrative Charges	700	700	700	700	700
	TOTAL	5,899	5,913	5,900	5,900	6,000
	CAPITAL, DEBT SVC & CHRGS					
	TOTAL	-	-	-	-	-
	ACTIVITY TOTALS	5,899	5,913	5,900	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	2012/2013		2013/2014		2014/2015	
		Adopted FTE Hours	Adopted Budget	Adopted FTE Hours	Adopted Budget	Adopted FTE Hours	Adopted Budget
N/A							



SERVICE INDICATORS	2011/12 Actual	2012/13 Actual	2013/14 Projected	2014/15 Proposed
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 2014-2015 BUDGET

DEPARTMENT		DEPT. NO.			BUDGET UNIT	
SAN ELIJO HILLS # 2C MID 9H		7550			207-7500-7550	
OBJECT CODE	EXPENSE CLASSIFICATION	2011-2012 ACTUAL	2012-2013 ACTUAL	2013-2014 ADOPTED	2013-2014 PROJECTED	2014-2015 ADOPTED
	SALARIES & FRINGE BENEFITS					
	TOTAL	-	-	-	-	-
	MATERIALS, SUPPLIES & SERV					
6530	Professional Services	78,600	78,600	78,600	78,600	78,600
6570	Other Charges	875	926	300	300	300
6580	Adminstrative Charges	4,200	4,200	4,200	4,200	4,200
	TOTAL	83,675	83,726	83,100	83,100	83,100
	CAPITAL, DEBT SVC & CHRGS					
	TOTAL	-	-	-	-	-
	ACTIVITY TOTALS	83,675	83,726	83,100	83,100	83,100

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

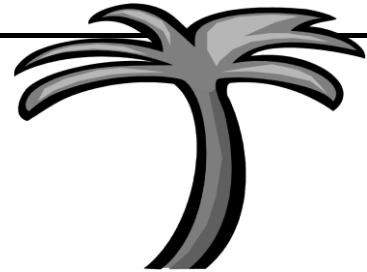
DEPARTMENT	DEPT. NO.	BUDGET UNIT
SAN ELIJO HILLS #2C MID 9H	7550	207-7500-7550

Pay Range	Position Title	2012/2013		2013/2014		2014/2015	
		Adopted FTE Hours	Adopted Budget	Adopted FTE Hours	Adopted Budget	Adopted FTE Hours	Adopted Budget
N/A							

SERVICE INDICATORS	2011/12 Actual	2012/13 Actual	2013/14 Projected	2014/15 Proposed
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 2014-2015 BUDGET

DEPARTMENT		DEPT. NO.			BUDGET UNIT	
COASTAL RAIL TRAIL MAINT DISTRICT		7580			208-7500-7580	
OBJECT CODE	EXPENSE CLASSIFICATION	2011-2012 ACTUAL	2012-2013 ACTUAL	2013-2014 ADOPTED	2013-2014 PROJECTED	2014-2015 ADOPTED
	SALARIES & FRINGE BENEFITS					
	TOTAL	-	-	-	-	-
	MATERIALS, SUPPLIES & SERV					
6526	Maintenance Of Buildings & Grounds	-	-	-	-	34,600
6527	Utilities - Other	18,724	16,919	18,000	21,800	20,600
6530	Professional Services	48,981	37,118	44,100	45,300	12,500
6570	Other Charges	1,618	-	4,200	600	900
6580	Administrative Charge	3,900	3,900	3,900	2,000	3,900
	TOTAL	73,224	57,937	70,200	69,700	72,500
	CAPITAL, DEBT SVC & CHRGS					
	TOTAL	-	-	-	-	-
	ACTIVITY TOTALS	73,224	57,937	70,200	69,700	72,500

**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	2012/2013		2013/2014		2014/2015	
		Adopted FTE Hours	Adopted Budget	Adopted FTE Hours	Adopted Budget	Adopted FTE Hours	Adopted Budget
N/A							

SERVICE INDICATORS	2011/12 Actual	2012/13 Actual	2013/14 Projected	2014/15 Proposed
Number of days landscape maintenance is performed	150	150	150	150
Number of inspections performed	36	12	12	12
Number of units	10,448	10,448	10,472	10,472
Assessment per unit	6.60	6.72	6.84	6.92

NOTES:

- 6527 Water
- 6530 Landscape Maintenance
- 6570 Reserves - 10% of Operations
- 6580 General City charges based on cost allocation study



CITY OF SOLANA BEACH
FISCAL YEAR 2014-2015 BUDGET

DEPARTMENT		DEPT. NO.			BUDGET UNIT	
STREET LIGHTING		7600			211-0000-7600	
OBJECT CODE	EXPENSE CLASSIFICATION	2011-2012 ACTUAL	2012-2013 ACTUAL	2013-2014 ADOPTED	2013-2014 PROJECTED	2014-2015 ADOPTED
SALARIES & FRINGE BENEFITS						
6101	Regular Salaries	66,938	71,452	72,000	70,017	69,100
6102	Part Time & Temporary Salaries	3,338	242	-	-	-
6103	Overtime	444	183	200	95	200
6104	Special Pay	167	-	200	128	200
6205	Retirement	10,403	9,556	10,600	9,686	9,900
6210	Medicare	912	924	1,100	954	1,000
6211	Social Security	92	-	-	-	-
622X	Flex Credit Benefit	6,618	8,378	6,900	8,273	8,300
6245	Life Insurance	207	213	300	214	200
6280	Auto Allowance	444	306	300	301	300
6290	Phone Allowance	229	210	200	214	-
TOTAL		89,791	91,464	91,800	89,882	89,200
MATERIALS, SUPPLIES & SERV						
6330	Membership and Dues	103	21	100	-	100
6340	Clothing and Personal Expenses	205	95	100	100	100
6420	Departmental Special Supplies	-	30	100	100	100
6522	Advertising	406	-	200	200	200
6523	Communications	50	48	100	100	100
6524	Utilities - Electric	108,430	93,977	115,500	102,000	115,500
6530	Professional Services	23,239	11,636	34,200	34,200	35,700
6570	Other Charges	5,765	4,854	5,500	5,500	5,500
6580	Adminstrative Charges	14,400	14,400	14,400	14,400	14,400
TOTAL		152,597	125,061	170,200	156,600	171,700
CAPITAL, DEBT SVC & CHRGS						
6910	Claims Liability Charges	2,400	2,300	3,800	3,800	2,700
6920	Workers' Comp Charges	1,800	3,300	3,300	3,300	1,800
6940	PERS Side Fund Charges	4,110	4,466	4,300	4,300	4,600
TOTAL		8,310	10,066	11,400	11,400	9,100
ACTIVITY TOTALS		250,698	226,591	273,400	257,882	270,000

CITY OF SOLANA BEACH
STAFFING/COMMENTARY/DETAIL

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

Pay Range	Position Title	2012/2013		2013/2014		2014/2015	
		Adopted FTE Hours	Adopted Budget	Adopted FTE Hours	Adopted Budget	Adopted FTE Hours	Adopted Budget
Contract	City Manager	0.05	9,700	0.05	9,700	0.05	9,700
1-101	Director of PW / City Engineer	0.10	14,400	0.10	14,400	0.10	14,500
1-103	Principal Civil Engineer	0.15	15,400	0.15	15,400	0.15	15,500
1-104	Public Works Operations Mgr	0.10	8,400	0.10	8,400	0.10	8,400
3124	Assistant Civil Engineer	0.10	7,000	0.10	7,200	0.10	7,200
3131	Public Works Inspector	-	-	-	-	-	-
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	0.10	4,800
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		72,200		72,400		69,500
	Total Benefits		21,400		20,700		19,700
	Total	0.800	93,600	0.80	93,100	0.75	89,200

SERVICE INDICATORS	2011/12 Actual	2012/13 Actual	2013/14 Projected	2014/15 Proposed
New streetlight installations	2	26	26	26
Pedestrian bollard lights	25	25	25	25
New ballast installations	15	15	15	15
Maintenance occurrences of streetlights and pedestrian lights	26	26	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

	FY 14/15
6524: CRT	16,800
All other facilities	98,700
	115,500
6530: Street Light Maintenance	16,500
North County Dispatch - emergencies	500
Repairs due to accidents and other (not part of maintenance)	13,700
Electrical Repairs	5,000
	35,700



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



CITY OF SOLANA BEACH
FUNCTION ACTIVITY OVERVIEW

FUNCTION	FUND DISTRIBUTION				
SUCCESSOR AGENCY (SA) TO THE FORMER REDEVELOPMENT AGENCY (RDA)	Successor Agency				
EXPENSE CLASSIFICATION	2011-2012 ACTUAL	2012-2013 ACTUAL	2013-2014 ADOPTED	2013-2014 PROJECTED	2014-2015 ADOPTED
TOTAL REGULAR POSITIONS	0.30	0.60	1.05	1.05	1.05
SALARIES & FRINGE BENEFITS	41,936	172,149	175,600	166,337	178,700
MATERIAL, SUPPLIES & SERVICES	39,296	292,657	125,700	142,350	148,800
CAPITAL, DEBT SVC & CHARGES	233,108	239,856	264,700	264,642	257,600
TOTAL BUDGET	314,340	704,662	566,000	573,329	585,100

On June 29, 2011, California Governor Jerry Brown signed ABX126 to dissolve all redevelopment agencies within the State of California. All agencies were subsequently dissolved as of February 1, 2012, and a Successor Agency was designated to complete the work of the Solana Beach Redevelopment Agency (RDA) and satisfy its financial obligations.

Recognized Obligation Payment Schedules (ROPS) are prepared by the Successor Agency for each six month period in the fiscal year which then must be approved by the Oversight Board, the County of San Diego and the State of California. The ROPS identify financial commitments of the former RDA, including \$250,000 in administrative costs, which will be paid from semi-annual tax increment revenue received by the Successor Agency.

CITY OF SOLANA BEACH
FISCAL YEAR 2014-2015 BUDGET

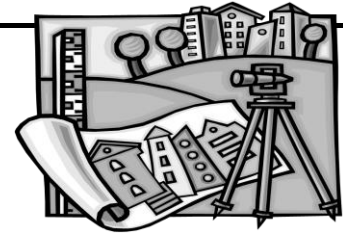
DEPARTMENT		DEPT. NO.			BUDGET UNIT	
SUCCESSOR AGENCY		7810			652-7800-7810	
OBJECT CODE	EXPENSE CLASSIFICATION	2011-2012 ACTUAL	2012-2013 ACTUAL	2013-2014 ADOPTED	2013-2014 PROJECTED	2014-2015 ADOPTED
SALARIES & FRINGE BENEFITS						
6101	Regular Salaries	35,256	136,069	141,800	132,702	142,200
6103	Overtime	101	470	-	156	-
6205	Retirement	3,770	21,150	20,800	19,231	21,400
6210	Medicare	405	1,913	2,100	1,830	2,100
622X	Flex Credit Benefit	2,064	10,843	9,000	10,720	11,600
6245	Life Insurance	84	424	500	399	500
6280	Auto Allowance	178	918	900	901	900
6290	Phone Allowance	78	362	500	398	-
TOTAL		41,936	172,149	175,600	166,337	178,700
MATERIALS, SUPPLIES & SERV						
6315	Travel, Conferences & Meetings	317	2,019	3,000	1,300	3,000
6330	Memberships and Dues	-	-	1,900	-	1,900
6417	Postage	-	-	100	100	100
6522	Advertising	-	-	100	100	100
6530	Professional Services	26,181	79,939	101,800	124,850	124,900
6570	Other Charges	-	195,699	3,800	1,000	3,800
6580	Administrative Charges	6,250	15,000	15,000	15,000	15,000
TOTAL		32,748	292,657	125,700	142,350	148,800
CAPITAL, DEBT SVC & CHRGS						
6710	Principal Expense	70,000	75,000	80,000	80,000	80,000
6720	Interest Expense	80,679	158,056	155,100	155,042	151,500
6910	Claims Liability Charges	1,000	2,800	7,500	7,500	5,600
6920	Workers' Comp Charges	750	4,000	6,500	6,500	3,600
6940	PERS Side Fund Charges	-	-	15,600	15,600	16,900
TOTAL		152,429	239,856	264,700	264,642	257,600
ACTIVITY TOTALS		227,113	704,662	566,000	573,329	585,100

CITY OF SOLANA BEACH
STAFFING/COMMENTARY/DETAIL

DEPARTMENT	DEPT. NO.	BUDGET UNIT
SUCCESSOR AGENCY	7810	652-7800-7810

Pay Range	Position Title	2012/2013		2013/2014		2014/2015	
		Adopted FTE Hours	Adopted Budget	Adopted FTE Hours	Adopted Budget	Adopted FTE Hours	Adopted Budget
Contract	City Manager	0.20	40,200	0.30	58,000	0.30	58,000
1-101	City Clerk	0.10	11,000	0.15	15,600	0.15	15,700
1-101	DCM/Community Dev. Dir.	0.05	7,500	0.15	22,500	0.15	22,600
1-101	Finance Director	-	-	-	-	-	-
1-101	Director of PW / City Engineer	-	-	-	-	-	-
1-103	Principal Civil Engineer	-	-	-	-	-	-
1-103	Finance Manager/Treasurer	0.20	24,000	0.30	36,000	0.30	36,200
2128	Accountant	0.05	3,200	0.15	9,700	0.15	9,700
	Total Salaries		85,900		141,800		142,200
	Total Benefits		20,300		37,000		36,500
	Total	0.60	106,200	1.05	178,800	1.05	178,700

NOTES:





CIP TRANSMITTAL LETTER

PENDING



Comprehensive Project List

Page Number	Project Number	Project Title	Funding Source	Appropriated Amount	Encumbrances Outstanding	Actual Costs to Date	Percent Spent	Fiscal Year 2014-15	Fiscal Year 2015-16	Fiscal Year 2016-17	Fiscal Year 2017-18	Fiscal Year 2018-19	Total CIP Appropriations	
<i>FY 2014-15 Ongoing Carryover Projects:</i>								Re-appropriation	New Request					
CIP - 01	9321.00	Traffic Calming Improvements	228	-	-	-	-	-	300,000	-	-	-	-	300,000
CIP - 02	9386.XX	Highway 101 Streetscaping	420	400,000	270,230	-	0%	129,800	-	-	-	-	-	400,030
CIP - 03	9438.XX	La Colonia Park Improvements	420	238,308	80,000	-	0%	158,300	-	-	-	-	-	238,300
CIP - 04	9903.00	Shoreline Management/LCP Project	459	815,420	-	815,420	100%	-	170,000	-	-	-	-	985,420
CIP - 05	9395.01	Fire Station Repairs	459	32,672	-	32,672	100%	-	25,000	-	-	-	-	57,672
CIP - 07	9926.00	Sand Replenishment Project (Local Share)	215/450/459	1,318,255	-	1,318,255	100%	-	289,800	-	-	-	-	1,608,055
CIP - 08	9456.XX	Storm Drain Improvements - Major	459	120,000	-	-	0%	120,000	60,000	200,000	200,000	200,000	200,000	980,000
CIP - 09	9905.00	General Plan Update	459	269,300	-	269,300	100%	-	50,000	-	-	-	-	319,300
CIP - 10	XXXX.XX	San Andres Traffic Calming	459	100,000	-	-	0%	100,000	-	-	-	-	-	100,000
<i>Annual ADA Projects:</i>														
CIP - 06	9955.02	ADA Transition Plan Projects	459	5,000	-	-	-	5,000	-	95,000	95,000	95,000	95,000	385,000
<i>Annual Maintenance Projects:</i>														
CIP - 11	9362.14	Annual Pavement Management Program	202/228	-	-	-	-	-	650,000	500,000	500,000	500,000	500,000	2,650,000
CIP - 12	9856.14	Sanitary Sewer Pipeline Replacement	509	-	-	-	-	-	500,000	500,000	500,000	500,000	500,000	2,500,000
<i>Sanitation Projects:</i>														
CIP - 13	9833.00	Solana Beach Pump Station	509	1,253,000	271,557	338,243	27%	643,200	-	2,000,000	-	-	-	3,253,000
CIP - 14	9851.00	North Granados Ave Sewer Conflict Repair	509	80,000	-	-	0%	80,000	-	-	-	-	-	80,000
Total Ongoing				4,631,955	621,787	2,773,890	60%	1,236,300	2,044,800	3,295,000	1,295,000	1,295,000	1,295,000	13,856,777
<i>FY 2014-15 Proposed Projects:</i>														
CIP - 15	XXXX.XX	Reclaimed Water Pipeline Extension	509	-	-	-	-	-	750,000	-	-	-	-	750,000
CIP - 16	XXXX.XX	Marine Safety Feasibility Study	459	-	-	-	-	-	40,000	-	-	-	-	40,000
CIP - 17	XXXX.XX	Traffic Signal Upgrade	202	-	-	-	-	-	40,000	-	-	-	-	40,000
Total FY 2014-15 Proposed Projects:				-	-	-	-	-	830,000	-	-	-	-	830,000
Total FY 2014-15 Project Appropriations & Costs:				4,631,955	621,787	2,773,890	60%	1,236,300	2,874,800	3,295,000	1,295,000	1,295,000	1,295,000	14,686,777

Project Funding Sources:

- 202 - Gas Tax Fund
- 211 - Street Lighting District
- 215 - Department of Boating/Waterways
- 218 - TransNet
- 240 - CBDG
- 264 - RDA Low/Mod Housing
- 265 - Affordable Housing Grant Fund
- 420 - Public Improvement Grant
- 450 - TOT Sand Replenishment CIP
- 459 - City CIP Fund
- 509 - Sanitation
- UF - Unfunded, No funding source has been identified

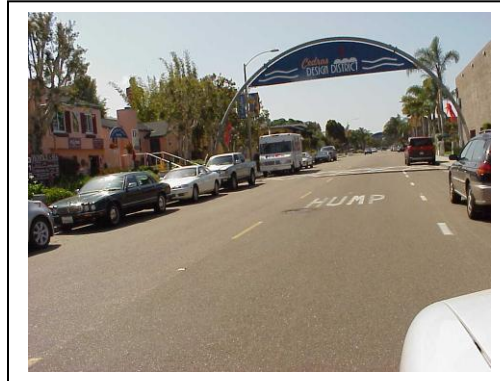
Notes:

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Project Appropriations By Funding Source (Cost Estimate)										
Page Number	Project Number	Funding Source & Project Title	Fiscal Year 2015 Cost Estimate					Total by Funding Source		
			Re-appropriation	New Request	Total	FY2016	FY2017		FY2018	FY2019
459 City CIP / General Fund										
CIP - 04	9903.00	Shoreline Management/LCP Project	-	170,000	170,000	-	-	-	-	170,000
CIP - 05	9395.01	Fire Station Repairs	-	25,000	25,000	-	-	-	-	25,000
CIP - 06	9955.02	ADA Transition Plan Projects	5,000	-	5,000	95,000	95,000	95,000	95,000	385,000
CIP - 08	9456.XX	Storm Drain Improvements - Major	120,000	60,000	180,000	200,000	200,000	200,000	200,000	980,000
CIP - 09	9905.00	General Plan Update	-	50,000	50,000	-	-	-	-	50,000
CIP - 10	XXXX.XX	San Andres Traffic Calming	100,000	-	100,000	-	-	-	-	100,000
CIP - 16	XXXX.XX	Marine Safety Feasibility Study	-	40,000	40,000	-	-	-	-	40,000
Total City CIP / General Fund			225,000	345,000	570,000	295,000	295,000	295,000	295,000	1,750,000
202 Gas Tax										
CIP - 11	9362.14	Annual Pavement Management Program	-	400,000	400,000	400,000	400,000	400,000	400,000	2,000,000
CIP - 17	XXXX.XX	Traffic Signal Upgrade	-	40,000	40,000	-	-	-	-	40,000
			-	440,000	440,000	400,000	400,000	400,000	400,000	2,040,000
228 Transnet Extension										
CIP - 01	9321.00	Traffic Calming Improvements	-	300,000	300,000	-	-	-	-	300,000
CIP - 11	9362.14	Annual Pavement Management Program	-	250,000	250,000	100,000	100,000	100,000	100,000	650,000
Total TransNet II			-	550,000	550,000	100,000	100,000	100,000	100,000	950,000
420 Public Improvement Grant										
CIP - 02	9386.XX	Highway 101 Streetscaping	129,800	-	129,800	-	-	-	-	129,800
CIP - 03	9438.XX	La Colonia Park Improvements	158,300	-	158,300	-	-	-	-	158,300
Total Public Improvement Grant			288,100	-	288,100	-	-	-	-	288,100
450 TOT Sand Replenishment										
CIP - 07	9926.00	Sand Replenishment Project (Local Share)	-	289,800	289,800	-	-	-	-	289,800
Total TOT Sand Replenishment			-	289,800	289,800	-	-	-	-	289,800
509 Sanitation										
CIP - 12	9856.14	Sanitary Sewer Pipeline Replacement	-	500,000	500,000	500,000	500,000	500,000	500,000	2,500,000
CIP - 13	9833.00	Solana Beach Pump Station	643,200	-	643,200	2,000,000	-	-	-	2,643,200
CIP - 14	9851.00	North Granados Ave Sewer Conflict Repair	80,000	-	80,000	-	-	-	-	80,000
CIP - 15	XXXX.XX	Reclaimed Water Pipeline Extension	-	750,000	750,000	-	-	-	-	750,000
Total Sanitation			723,200	1,250,000	1,973,200	2,500,000	500,000	500,000	500,000	5,973,200
Total Project Appropriations			1,236,300	2,874,800	4,111,100	3,295,000	1,295,000	1,295,000	1,295,000	11,291,100

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: 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 2009

End Date: On-Going

Type: On-Going

Project Costs	Funding Source	Amount Appropriated			Total
		Prior Years	FY 14/15	Future Years	
Construction	Transnet	\$ 50,000	-	-	\$ 50,000
<i>Total</i>		\$ 50,000	-	-	\$ 50,000

Estimated Project Timeline

Council Approval	Design		Construction		Completion
	Begin	End	Begin	End	Final Inspection
July-2009					On-Going

Capital Improvement Program Street Project Highway 101 Streetscaping – 9386.XX

Description: Provide improvements to the pedestrian and bicycle facilities along Highway 101 corridor such as improvements and replacement of landscaping, existing walkways and bikeways



Project Manager: Jim Greenstein

Fund: Public Improvement Grant Fund (formerly RDA)

Justification: Improve pedestrian and bicycle safety in the area

Comments: 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: July 2013

End Date: TBD

Type: Ongoing

Project Costs	Funding Source	Amount Appropriated			Total
		Prior Years	FY 14/15	Future Years	
Design	Public Improv	\$ 400,000	-	-	\$ 400,000
<i>Total</i>		\$ 400,000	-	-	\$ 400,000

Estimated Project Timeline

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

**Capital Improvement Program
Public Facilities Project
La Colonia Park Improvements– 9438.XX**

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: Public Improvement Grant Fund

Justification: This project will assist in the construction of a veteran’s memorial at the park within the existing footprint of the park and make interior improvements to the existing community center building. La Colonia Park is the city’s largest park and includes the city’s largest community center

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: April 2014

End Date: TBD

Type: Ongoing

<i>Total</i>	-	-	-	-
	\$ 238,308	-	-	\$ 238,308

Estimated Project Timeline

Council Approval	Design		Construction		Completion
	Begin	End	Begin	End	Final Inspection
April-2014					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: The Local Coastal Plan / Land Use Plan was adopted in February 2013, which provide policies appropriate to the coastal bluff district, sand replenishment and shoreline protection devices and related fees. The California Coastal Commission adopted Amendments to the Land Use Plan in January of 2014 and this item will need to be presented to the City Council at a future meeting for consideration. A two year Workplan has been prepared for the subsequent completion of the Local Implementation Plan associated with the LCP/LUP after its adoption by the Coastal Commission and City Council.

General Plan Consistency: Ensure consistency of general plan

Operations Impact: Utilization of staff time

Begin Date: July 2004

End Date: TBD

Type: Ongoing

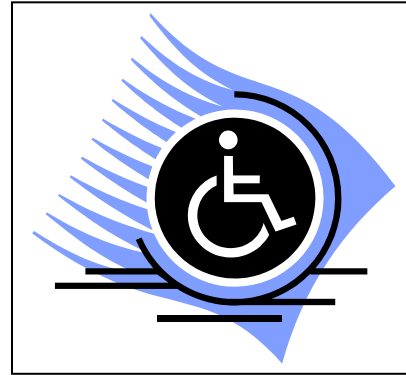
Project Costs	Funding Source	Amount Appropriated			Total
		Prior Years	FY 14/15	Future Years	
Design	City CIP	\$ 815,420	170,000	-	\$ 985,420
<i>Total</i>		\$ 815,420	170,000	-	\$ 985,420

Estimated Project Timeline

Council Approval	Design		Construction		Completion
	Begin	End	Begin	End	Final Inspection
July-2004					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: Annual Appropriation **End Date:** Ongoing **Type:** Ongoing

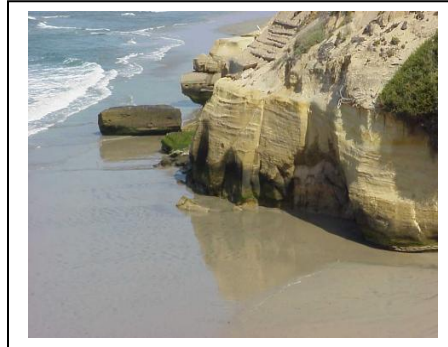
Project Costs	Funding Source	Amount Appropriated			Total
		Prior Years	FY 14/15	Future Years	
Construction	City CIP	\$ -	5,000	380,000	\$ 385,000
<i>Total</i>		\$ -	5,000	380,000	\$ 385,000

Estimated Project Timeline

Council Approval	Design		Construction		Completion
	Begin	End	Begin	End	Final Inspection
Annual Appropriation					Ongoing

**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 14/15	Future Years	
Construction	Sand Replens TOT	\$ 537,500	289,800	-	\$ 827,300
	City CIP	\$ 95,000	-	-	95,000
	Dept of Boat/Water	685,755	-	-	685,755
<i>Total</i>		\$ 1,318,255	289,800	-	\$ 1,608,055

Estimated Project Timeline

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

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

Description: Replace or rehabilitate deteriorated storm pipes and inlets at various locations.



Project Manager: Jim Greenstein

Fund: City CIP

Justification: Maintain drainage facilities to prevent flooding during storm events.

Comments: Specific projects will be determined by need, age of facilities, CCTV inspection, and street repaving schedule.

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

Operations Impact: Reduce maintenance costs and improve reliability

Begin Date: July 2014

End Date: TBD

Type: Ongoing

Project Costs	Funding Source	Amount Appropriated			Total
		Prior Years	FY 14/15	Future Years	
Construction	City CIP	\$ 120,000	60,000	-	\$ 180,000
		-	-	-	-
<i>Total</i>		<u>\$ 120,000</u>	<u>60,000</u>	<u>-</u>	<u>\$ 180,000</u>

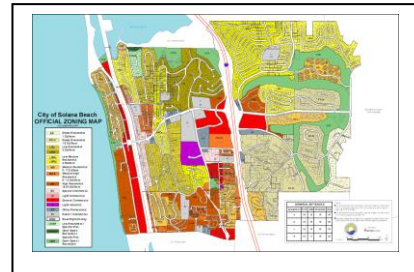
Estimated Project Timeline

Council Approval	Design		Construction		Completion
	Begin	End	Begin	End	Final Inspection
July-2014					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 8 years and was last completed in March 2013.



Project Manager: Planning Department

Fund: City CIP

Justification: This will be the first comprehensive update to the General Plan since its adoption in 1988. The Housing Element is state mandated and must demonstrate how a city can meet the regional housing needs assessment (RHNA).

Comments: Staff has proposed \$50,000 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 4 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 required Housing Element was due to the State Housing and Community Development Department (HCD) in April, 2013 and requires an update every eight years. The preparation of the Housing Element Update was completed as Phase I of the General Plan Update. The General Plan Update project will also include the preparation and certification of an Environmental Impact Report as required by CEQA, the Circulation and Land Use Elements, and a Climate Action Plan. A consultant contract was awarded in FY2012 for the Housing Element portion of the General Plan and in FY2013 for the remainder of the project.

Begin Date: September 2010

End Date: TBD

Type: Ongoing

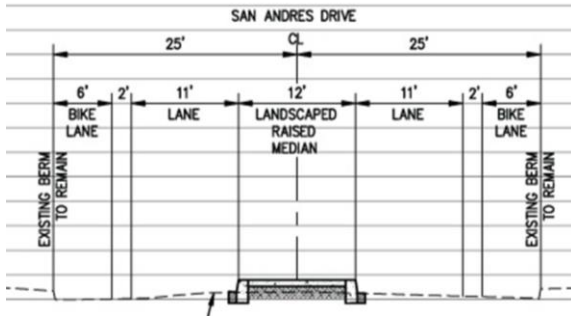
Project Costs	Funding Source	Amount Appropriated			Total
		Prior Years	FY 14/15	Future Years	
Design	City CIP	\$ 269,300	50,000	-	\$ 319,300
<i>Total</i>		\$ 269,300	50,000	-	\$ 319,300

Estimated Project Timeline

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

Capital Improvement Program Street Project San Andres Traffic Calming Improvements – XXXX

Description: Construction of roadway medians and roadway striping as a traffic calming measure to enhance the walking and bicycle riding experience.



Project Manager: Dan Goldberg/Jim Greenstein

Fund: Flower Hill Mall Expansion and City CIP

Justification: Reduce speeds on City streets and provide bike lanes

Comments: Traffic impact mitigation funding from Flower Hill Mall expansion

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

Operations Impact: Reduced pavement maintenance; increased landscape maintenance

Begin Date: August 2013

End Date: On-Going

Type: June 2015

Project Costs	Funding Source	Amount Appropriated			Total
		Prior Years	FY 14/15	Future Years	
Construction	City CIP	\$ 100,000	-	-	\$ 100,000
<i>Total</i>		\$ 100,000	-	-	\$ 100,000

Estimated Project Timeline

Council Approval	Design		Construction		Completion
	Begin	End	Begin	End	Final Inspection
August-2013					June-2015

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

Description: Provides for the maintenance of the City's asphalt and concrete roadways to patch, overlay and slurry seal the pavements and replace traffic striping.



Project Manager: Dan Goldberg

Fund: Gas Tax and *TransNet*

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: Ongoing

End Date: Ongoing

Type: Annual

Project Costs	Funding Source	Amount Appropriated			Total
		Prior Years	FY 14/15	Future Years	
Construction	Gas Tax/TransNet	\$ -	650,000	2,000,000	\$ 2,650,000
<i>Total</i>		\$ -	650,000	2,000,000	\$ 2,650,000

Estimated Project Timeline

Council Approval	Design		Construction		Completion
	Begin	End	Begin	End	Final Inspection
May-2014					October-2014

Capital Improvement Program Sanitation Project Sanitary Sewer Pipeline Replacement – 9856.13

Description: Provides for replacement and rehabilitation of existing sewer pipelines in the City.



Project Manager: Jim Greenstein

Fund: Sanitation

Justification: Recommended by the Sanitary Sewer Master Plan as a proactive maintenance program.

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

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

Operations Impact: Reduce sewer maintenance costs and improve reliability

Begin Date: July 2014

End Date: TBD

Type: Annual

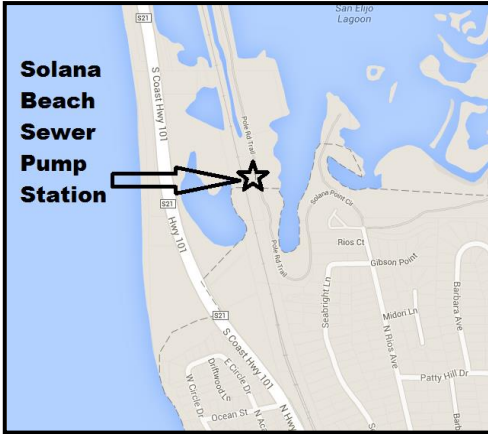
Project Costs	Funding Source	Amount Appropriated			Total
		Prior Years	FY 14/15	Future Years	
Construction	Sanitation	\$ -	500,000	2,000,000	\$ 2,500,000
<i>Total</i>		\$ -	500,000	2,000,000	\$ 2,500,000

Estimated Project Timeline

Council Approval	Design		Construction		Completion
	Begin	End	Begin	End	Final Inspection
July-2014					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 for system reliability

Comments: FY13/14 Electrical upgrades anticipated to be completed by June 2014

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 14/15	Future Years	
Design	Sanitation	\$ 842,000	-	-	\$ 842,000
Construction	Sanitation	411,000	-	2,000,000	2,411,000
<i>Total</i>		\$ 1,253,000	-	2,000,000	\$ 3,253,000

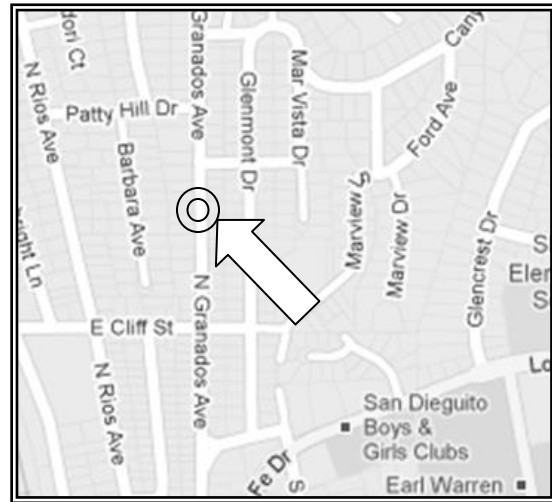
Estimated Project Timeline

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

Capital Improvement Program North Granados Sewer Conflict Repair 9851

Description:

Eliminate sewer and storm drain conflict near 529 North Granados.Ave. The sewer main was installed in the early 1950's through an existing storm drain, partially blocking the storm drain and exposing the sewer to potential damage. The storm drain is to be lowered and portion of sewer to be replaced.



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 2013

End Date: September 2014

Type: Ongoing

Project Costs	Funding Source	Amount Appropriated			Total
		Prior Years	FY 14/15	Future Years	
Construction	Sanitation	\$ 80,000	-	-	\$ 80,000
<i>Total</i>		\$ 80,000	-	-	\$ 80,000

Council Approval	Estimated Project Timeline				Completion
	Design		Construction		
	Begin	End	Begin	End	Final Inspection
October-2013					September-2014

**Capital Improvement Program
Sanitation Project
Reclaimed Water Pipeline Extension – XXXX.XX**

Description: Extend the San Elijo Joint Powers Authority recycled water distribution system from the current terminus at Stevense Ave westerly to Highway 101, expanding recycle water usage and conserving potable domestic water supplies.



Project Manager: Dan Goldberg

Fund: Sanitation

Justification: Expand SEJPA recycle water sales and conserve domestic water.

Comments: Need to determine most cost effective pipeline alignment.

General Plan Consistency: N/A

Operations Impact: SEJPA and SFID maintains and services recycle water facilities.

Begin Date: July 2014 **End Date:** June 2015 **Type:** Design/Construction

Project Costs	Funding Source	Amount Appropriated			Total
		Prior Years	FY 14/15	Future Years	
Construction	Sanitation	\$ -	\$ 750,000	\$ -	\$ 750,000
<i>Total</i>		\$ -	\$ 750,000	\$ -	\$ 750,000

Estimated Project Timeline

Council Approval	Design		Construction		Completion
	Begin	End	Begin	End	Final Inspection
July-2014					June-2015

**Capital Improvement Program
Marine Safety Station – Feasibility Study
XXXX.XX**

Description: Perform feasibility study for the removal and replacement of the Marine Safety Station at Fletcher Cove Park.

Project Manager: Dan Goldberg

Fund: General Fund

Justification: Recommended by the ADA Transition Plan

Comments: Perform feasibility study during this fiscal year. Design and construction funding not included in this fiscal year.

General Plan Consistency: Maintain, improve and enhance public infrastructure

Operations Impact: Routine maintenance

Begin Date: July 2014

End Date: TBD

Type: Ongoing

Project Costs	Funding Source	Amount Appropriated			Total
		Prior Years	FY 14/15	Future Years	
Feasibility	City CIP	\$ -	40,000	-	\$ 40,000
		-	-	-	-
<i>Total</i>		\$ -	40,000	-	\$ 40,000

Estimated Project Timeline

Council Approval	Design		Construction		Completion
	Begin	End	Begin	End	Final Inspection
July-2014					TBD

Capital Improvement Program Traffic Signal Upgrades - XXXX

Description: Replace deteriorated traffic signal heads and installation of Battery Back-up at various intersections throughout Solana Beach.



Project Manager: Steve Kerr

Fund: City CIP

Justification: Traffic signal heads nearest to the coast have deteriorated, requiring replacement.

Comments: Traffic signals heads are nearing the end of their useful life where the marine environment has deteriorated the housings and wiring.

General Plan Consistency: Not applicable

Operations Impact: Routine traffic signal maintenance of city infrastructure

Begin Date: July 2014

End Date: June 30th

Type: One-time

Costs	Source	Prior Years	FY 14/15	Future Years	Total
Construction	Gas Tax	-	40,000	-	40,000
<i>Total</i>		\$ -	40,000	-	\$ 40,000

Estimated Project Timeline

Council Approval	Design		Construction		Completion
	Begin	End	Begin	End	Final Inspection
July-2014					June-2015



CHANGES IN FINANCIAL POSITION (FIVE YEAR FORECAST)

OVERVIEW

This section summarizes revenues, expenditures, and changes in financial position for the General Fund. For the General Fund, financial position is defined as fund balance.

This section should be used as a planning tool to take corrective actions as needed, where negative trends in fund balance are observed. It is important to note that the revenues and expenditures presented are estimates, made at this point in time, and that the balances can change substantially when new information comes to light.

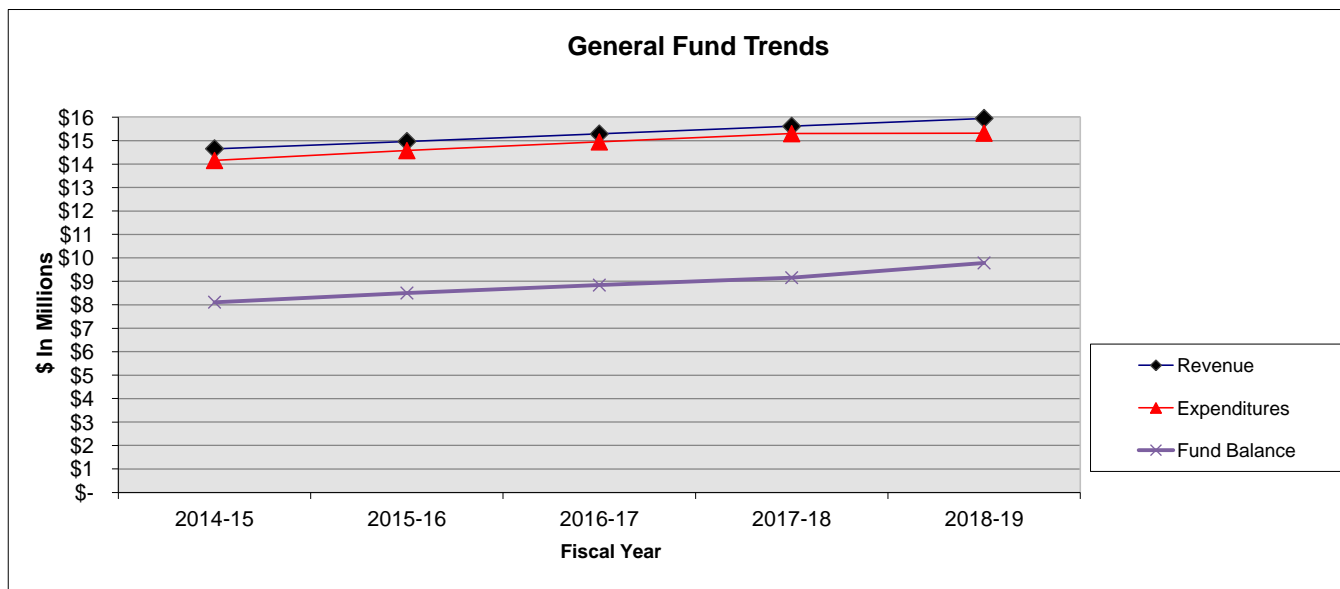
Changes in financial position are provided starting with the 2014-15 proposed budgets and four future years.

CHANGES IN FINANCIAL POSITION

GENERAL FUND

	Fiscal Year				
	2014-15	2015-16	2016-17	2017-18	2018-19
Revenues					
Tax Revenues	11,541,600	11,802,913	12,071,278	12,346,891	12,629,954
Licenses & Permits	411,300	415,500	419,784	424,154	428,611
Fines, Forfeitures & Penalties	343,800	343,800	343,800	343,800	343,800
Use of Money & Property	87,000	87,500	88,010	88,530	89,061
Intergovernmental	1,496,000	1,532,900	1,570,907	1,610,054	1,650,376
Charges for Service	505,000	513,100	521,362	529,789	538,385
Other Revenues	269,100	269,100	269,100	269,100	269,100
Total Revenues	14,653,800	14,964,813	15,284,241	15,612,319	15,949,286
Expenditures					
Operating Programs					
General Government	2,744,900	2,783,842	2,833,950	2,881,187	2,831,972
Community Development	858,000	866,848	878,583	888,979	899,249
Public Safety	8,309,800	8,481,947	8,759,409	9,025,695	9,056,905
Public Works	1,728,500	1,751,000	1,778,171	1,803,521	1,828,921
Community Services	244,300	245,901	248,853	251,096	253,219
Total Operating Programs	13,885,500	14,129,539	14,498,967	14,850,478	14,870,267
Transfers Out:					
Capital Improvement Projects	120,000	295,000	295,000	295,000	295,000
Debt Service	149,000	148,732	152,429	151,067	154,321
Total Transfers Out	269,000	443,732	447,429	446,067	449,321
Total Expenditures	14,154,500	14,573,271	14,946,396	15,296,545	15,319,588
Revenues Over (Under) Expenditures	499,300	391,543	337,845	315,773	629,698
Est. Fund Balance, Beginning of Year	7,611,120	8,110,420	8,501,963	8,839,808	9,155,582
Est. Fund Balance, End of Year	8,110,420	8,501,963	8,839,808	9,155,582	9,785,280

Salaries	4,506,900	4,506,900	4,506,900	4,506,900	4,506,900
Benefits	1,647,000	1,685,466	1,780,337	1,846,109	1,910,455
Supplies & Services	6,398,100	6,559,900	6,795,657	7,041,358	7,297,462
Departmental Charges	1,333,500	1,377,273	1,416,073	1,456,112	1,155,450
Transfers Out	269,000	443,732	447,429	446,067	449,321
	<u>14,154,500</u>	<u>14,573,271</u>	<u>14,946,396</u>	<u>15,296,545</u>	<u>15,319,588</u>



REVENUES BY MAJOR CATEGORIES AND SOURCES

GENERAL FUND		PROPOSED BUDGET		PROJECTED			
		2014-2015	2015-16	2017-2018	2018-19	2019-20	
Assumptions:							
Tax Revenues							
	Property taxes - Current	a	6,006,100	6,186,283	6,371,872	6,563,028	6,759,919
	Property taxes - Delinquent		80,000	82,400	84,872	87,418	90,041
	Total Property Taxes		6,086,100	6,268,683	6,456,744	6,650,446	6,849,959
	Sales and Use Tax	b	2,156,100	2,199,222	2,243,206	2,288,071	2,333,832
	Sales Tax - County	b	690,400	704,208	718,292	732,658	747,311
	Transient Occupancy Tax	c	750,000	765,000	780,300	795,906	811,824
	TOT - Short-term Vacation Rentals	c	155,000	158,100	161,262	164,487	167,777
	Franchise Fees	d	708,000	708,000	708,000	708,000	708,000
	Property Transfer Tax	e	185,000	188,700	192,474	196,323	200,250
	Street Sweeping	f	45,000	45,000	45,000	45,000	45,000
	Hazardous Household Waste	f	29,000	29,000	29,000	29,000	29,000
	Fire Benefit Fees	g	460,000	460,000	460,000	460,000	460,000
	Solid Waste Fee	h	247,000	247,000	247,000	247,000	247,000
	RDA Pass Thru Payments	i	30,000	30,000	30,000	30,000	30,000
	Total Taxes and Fees Revenues		11,541,600	11,802,913	12,071,278	12,346,891	12,629,954
Licenses and Permits							
	Business Registration	j	145,000	145,000	145,000	145,000	145,000
	Building/Plumbing/Electrical/ Permits	r	210,000	214,200	218,484	222,854	227,311
	Animal Licenses		19,300	19,300	19,300	19,300	19,300
	Other Special Permits		37,000	37,000	37,000	37,000	37,000
	Total Licenses and Permits		411,300	415,500	419,784	424,154	428,611
Fines and Penalties							
	CVC Fines		50,000	50,000	50,000	50,000	50,000
	Administrative Citations		1,500	1,500	1,500	1,500	1,500
	Parking Citations		90,000	90,000	90,000	90,000	90,000
	Red Light Citations	k	200,000	200,000	200,000	200,000	200,000
	False Alarm Fines		2,300	2,300	2,300	2,300	2,300
	Total Fines and Penalties		343,800	343,800	343,800	343,800	343,800
Use of Money and Property							
	Investment Interest Earnings	l	25,000	25,500	26,010	26,530	27,061
	Property Rental		62,000	62,000	62,000	62,000	62,000
	Total Investments and Rentals		87,000	87,500	88,010	88,530	89,061
Intergovernmental Revenues							
	Motor Vehicle in-Lieu	m	1,230,000	1,266,900	1,304,907	1,344,054	1,384,376
	State Homeowners Exemption (HOE)	n	53,000	53,000	53,000	53,000	53,000
	Off Track Betting (OTB)	o	50,000	50,000	50,000	50,000	50,000
	SB 90 Claims Reimbursements	p	-	-	-	-	-
	Fire Revenue from Other Agencies	q	143,000	143,000	143,000	143,000	143,000
	Miscellaneous		20,000	20,000	20,000	20,000	20,000
	Total Intergovernmental Revenues		1,496,000	1,532,900	1,570,907	1,610,054	1,650,376

REVENUES BY MAJOR CATEGORIES AND SOURCES

GENERAL FUND		PROPOSED BUDGET		PROJECTED			
		2014-2015	2015-16	2017-2018	2018-19	2019-20	
Assumptions:							
Service Charges							
	Planning and Zoning	r	190,000	193,800	197,676	201,630	205,662
	Building/Plan Check Fees	r	150,000	153,000	156,060	159,181	162,365
	Public Facilities Fees	s	20,000	20,000	20,000	20,000	20,000
	Engineering Fees	s	75,000	75,000	75,000	75,000	75,000
	Ramp Fees	s	5,000	5,000	5,000	5,000	5,000
	Fire Plan Check Fees	r	65,000	66,300	67,626	68,979	70,358
	Total Service Charges		505,000	513,100	521,362	529,789	538,385
Other Revenues							
	Special Contributions		12,500	12,500	12,500	12,500	12,500
	Miscellaneous Revenues		110,000	110,000	110,000	110,000	110,000
	Administration Charges	t	146,600	146,600	146,600	146,600	146,600
	Total Other Revenues		269,100	269,100	269,100	269,100	269,100
	Total General Fund		14,653,800	14,964,813	15,284,241	15,612,319	15,949,286

CHANGES IN FINANCIAL POSITION (FIVE YEAR FORECAST)

REVENUE ASSUMPTIONS

The results are Staff's best estimates as adjusted, based on information available at the time of preparation.

- a. Property Tax is estimated to grow 3% in 2015-16 and for each fiscal year thereafter.
- b. Sales Tax is expected to increase 2% in the proposed fiscal year as compared to the previous fiscal year and is expected to increase at a rate of 2% per year in future fiscal years. The County of San Diego distributes 25% of the local agencies sales tax, "Triple Flip", based on the 2004 State budget, and that revenue stream is also expected to increase 2% per fiscal year.
- c. A nominal 2% growth for Transient Occupancy Tax is being used for future years inclusive of the short term vacation rentals.
- d. Franchise Fees are a relatively stable source consisting of long term contracts. Growth comes from new users i.e. cable or trash services, or from renegotiating contracts. Franchise Fees have been held constant for each of the fiscal years in the five year forecast.
- e. Property Tax Transfer Fees are estimated to be increase at a rate of 2% per fiscal year.
- f. The Street Sweeping and Hazardous Household Waste fees are based on the contracts with the trash haulers with nominal growth anticipated.
- g. The Fire benefit fee has remained constant over past fiscal years and is expected to remain at the same level for future fiscal years.
- h. The Solid Waste Fee was voted on by the property owners in FY 2007-08. This fee is expected to remain constant for the foreseeable future.
- i. The Solana Beach Redevelopment Agency (RDA) was dissolved on February 1, 2012. The City continues to receive a pass-through payment from the County of San Diego, as during the time the RDA was in existence, and this payment is expected to remain flat in future fiscal years.
- j. Business registrations are relatively stable and growth in this revenue stream is not anticipated.
- k. Red Light Camera revenue is expected to remain flat for outgoing years.

CHANGES IN FINANCIAL POSITION (FIVE YEAR FORECAST)

REVENUE ASSUMPTIONS (Continued)

- l. A nominal 2% increase for Investment Interest Earning is included for future years for portfolio growth. Some more active investing in future years may enhance this line item.
- m. Motor Vehicle in Lieu payments are expected to increase at a rate of 3% per fiscal year.
- n. In line with property tax and real property transfer tax, 2% a year is the growth factor used for State Homeowners Exemption revenue.
- o. In recent years, Off Track Betting revenue has had limited or no growth, therefore, future years reflects this factor.
- p. The State, due to its budget restraints, has stopped reimbursing cities for their mandated claims. The City seeks reimbursement from the State but does not budget this revenue.
- q. The City has a fire management agreement with the Cities of Encinitas and Del Mar. At the time this five year forecast was done, a new contract is being negotiated. For purposes of the forecast, no growth is used as the factor in projecting the City's revenue from the agreement.
- r. Due to the recovering local economy, in the forecast, Permit, Planning, Building, and Fire Plan Fees include a 2% increase per year.
- s. Cost for services are expected to be constant, but will be reviewed for adjustments in future years.
- t. Administrative charges have remained the same in past years, and are expected to continue to remain at the same level in the future.

CHANGES IN FINANCIAL POSITION (FIVE YEAR FORECAST)

EXPENDITURES ASSUMPTIONS

On the expenditure side as relates to the General Fund, certain assumptions have to be made for the model to have some measure of benefit. For example, salary and benefit issues are subject to the negotiation process and cannot be known with any measure of certainty whereas debt service expenditures are based on a predetermined debt service schedule and are known with absolute certainty.

Ultimately the results are Staff's best estimates, as adjusted, based on information available at the time of preparation.

Salaries

Salaries are projected to remain constant for each year of the model.

Benefits

Benefits, not including PERS retirement increases, are also projected to remain constant for each year of the model. Benefits include \$11,080 flex credit per full-time regular employee, life insurance, disability insurance, and auto allowances.

Also included are retiree health benefits and unemployment insurance payments which are projected to increase at a rate of 5% per year.

PERS retirement is expected to increase by employee group as follows:

	2015-16	2016-17	2017-18	2018-19
Misc				
Rate	14.800%	16.100%	16.900%	17.600%
Rate increase				
% of payroll	0.400%	1.300%	0.800%	0.700%
% from Prior Yr	2.778%	8.784%	4.969%	4.142%
Fire				
Rate	28.600%	31.900%	34.100%	36.300%
Rate increase				
% of payroll	1.200%	3.300%	2.200%	2.200%
% from Prior Yr	4.380%	11.538%	6.897%	6.452%
MS				
Rate	29.000%	32.800%	35.600%	38.400%
Rate increase				
% of payroll	1.600%	3.800%	2.800%	2.800%
% from Prior Yr	5.839%	13.103%	8.537%	7.865%

The above estimated PERS rates were provided by the City's actuarial, Bartel and Associates, in March 2014. The rates provided were a weighting of total contribution projections based on estimated projected Tier 1, Tier 2, and PEPRA payrolls.

CHANGES IN FINANCIAL POSITION (FIVE YEAR FORECAST)

EXPENDITURES ASSUMPTIONS (Continued)

The rates assume:

1. Investment returns on PERS investments will be the expected rate of 7.50% for the fiscal years between 2014 and 2017.
2. New hires assumptions:
 - a. 50% of 2013 new hires will be Classic Tier 2 Members and 50% will be new Members with PEPRA benefits.
 - b. Classic Members will decrease from 50% to 0% of new hires over 20 years for Miscellaneous employees and over 10 years for Public Safety members.
3. Changes adopted by the CalPERS Board in March 2014.
 - a. Contribution Policy Changes that include new assumptions regarding direct rate smoothing.
 - b. Assumption Changes including increased mortality and higher future pay increases for Public Safety members.

Supplies and Services

A nominal 2% growth for each year has been factored into the model excluding the cost of Sheriff services. This has been included at an annual increase of 3% for 2015-16 and 5% for each year thereafter.

Departmental Charges

A 4% growth factor is being applied to the Risk Management Charges. A 3% growth factor is being applied to the Workers' Compensation Charges.

Asset Replacement Charges are projected to increase as follows:

	2015-16	2016-17	2017-18	2018-19
Asset Replacement				
Total \$ charged	317,118	323,460	329,930	336,528
Rate increase				
% from Prior Yr	2.00%	2.000%	2.000%	2.000%

Transfers Out

Transfers out are to service the City's debt fund and its CIP project fund using the CIP five-year capital project plan.

REFERENCE MATERIALS

GLOSSARY

Accrual Basis

A basis of accounting in which transactions are recognized at the time they are incurred, as opposed to when cash is received or spent.

Annualize

Taking costs that occurred at any point during the year and using that cost to project for the full year.

Appropriation

A legal authorization made by the City Council that permits the City to incur obligations and to make expenditures of resources for specific purposes.

Assessed Valuation

A value established for real property for use as a basis in levying property taxes. For all agencies in the State of California, assessed value is established by the County for the secured and unsecured property tax rolls; the utility property tax roll is valued by the State Board of Equalization Under Article XIII of the State Constitution (Proposition 13 adopted by the voters on June 6, 1978), properties are assessed at 1% of full value. Proposition 13 also modified the value of real taxable property for fiscal 1979 by rolling back values to fiscal 1976 levels. From this base of assessment, subsequent annual increases in valuation are limited to a maximum of 2%. However, increases to full value are allowed for property improvements or upon change in ownership. Personal property is excluded from these limitations, and is subject to annual reappraisal. Property taxes for general purposes cannot exceed 1% of assessed value.

Audit

Test procedures performed by an independent Certified Public Accountant (CPA). The primary objective of an audit is to determine if the City's financial statements fairly present the City's financial position and results of operations in conformity with generally accepted accounting principles.

Asset

Resources owned or held by a government, which have monetary value.

Available (Undesignated) Fund Balance

This refers to the funds remaining from the prior year, which are available for appropriation and expenditure in the current year.

Bonds

A form of borrowing (debt financing) which reflects a written promise from the City to repay a sum of money on a specific date at a specified interest rate. Bonds are used to finance large capital projects such as buildings, streets, utility infrastructure, and bridges.

Budget

A process of putting together an operating plan for a specified period of time that accounts for projected revenues and planned expenditures for municipal services for the budget period.

Budgetary Basis

This refers to the basis of accounting used to estimate financing sources and uses in the budget. This generally takes one of three forms: GAAP, cash, or modified accrual.

REFERENCE MATERIALS

GLOSSARY (Continued)

Budget Amendments

The City Council has the sole responsibility for adopting the City's budget, and may amend or supplement the budget at any time after adoption by majority vote. The City Manager is authorized to transfer budgeted amounts within departments. Actual expenditures may not exceed budgeted appropriations at the fund level.

Budget Message

Included in the opening section of the budget, the Budget Message provides the Council and the public with a general summary of the most important aspects of the budget, changes from previous fiscal years, and the views and recommendations of the City Manager.

Budget and Fiscal Policies

General and specific guidelines adopted by the City Council that govern the budget preparation and administration and financial aspects of the City.

Capital Improvements Projects (CIP)

All of the City's construction projects costing \$5,000 are considered to be a Capital Improvement Project. A construction project is a physical improvement for maintenance, rehabilitation, construction or development on City property with a life expectancy of three or more years. These include streets, sewers, public facilities and community enhancements. These capital projects can span fiscal years and have multiple funding sources. The projects may also cross functional boundaries. Minor capital outlays of less than \$5,000 are included with the operating budgets. A CIP also includes any study costing \$25,000 or more, that is non-recurring in nature, and could potentially lead to a project

Capital Outlay

Fixed assets that have a value of \$1,000 or more and have a useful economic lifetime of more than one year.

Capital Project Funds

This fund type is used to account for financial resources used in acquiring or building major capital facilities other than those financed by Proprietary Funds and Trust Funds. This fund also finances the City CIP as defined above.

Cash Basis

A basis of accounting in which transactions are recognized only when cash is increased or decreased.

City/Council Goals

Provides policy guidance and direction for the highest priority objectives to be accomplished during the budget period.

COP

Certificate of Participation – A debt issue similar to issuing selling bonds, but less restrictive.

Debt Financing

Borrowing funds for capital improvements needed today and pledging future revenues to repay principal and interest expenditures. The City of Solana Beach uses debt financing only for one-time capital improvements whose life will exceed the term of financing and where expected revenues are sufficient to cover the long-term debt.

REFERENCE MATERIALS

GLOSSARY (Continued)

Debt Service

The cost of paying principal and interest on borrowed money according to a predetermined payment schedule.

Debt Service Funds

This fund type is used to account for the payment and accumulation of resources related to general long-term debt principal and interest; debt service payments related to enterprise operations are directly accounted for in those funds.

Deficit

The excess of an entity's liabilities over its assets or the excess of expenditures or expenses over revenues during a single accounting period.

Depreciation

Expiration in the service life of capital assets attributable to wear and tear, deterioration, action of the physical elements, inadequacy or obsolescence.

Designated Reserves

Reserves that have been designated by management to be used for a specified purpose. Designated Reserves are still spendable resources.

Encumbrance

The commitment of appropriated funds to purchase an item or service. To encumber funds means to set aside or commit funds for a specified future expenditure. Note: An encumbrance is not an expenditure; an encumbrance reserves funds to be expended.

Enterprise Funds

This fund type is used to account for operations that are financed and operated in a manner similar to private sector enterprises and it is the City's intent that the costs (including depreciation) of providing goods or services to the general public be financed or recovered primarily through user charges. The City has established one enterprise fund called Sanitation.

Expenditure

The outflow of funds paid or to be paid for an asset obtained or goods and services obtained regardless of when the expense is actually paid.

Financial Plan

A plan for a specified period of time that accounts for projected revenues and planned expenditures for municipal services, goals and objectives. A plan to accomplish specified goals and objectives during a specified period.

Fiscal Policies

A government's policies with respect to revenues, spending, and debt management as these relate to government services, programs and capital investment. Fiscal policies provide an agreed-upon set of principles for the planning and programming of government finances.

REFERENCE MATERIALS

GLOSSARY (Continued)

Fiscal Year

The beginning and ending period for recording financial transactions. The City has specified July 1 to June 30 as its fiscal year.

Fixed Assets

Assets of long-term nature such as land, buildings, machinery, furniture, and other equipment. The City has defined such assets as those with an expected life in excess of one year and an acquisition cost in excess of \$1,000.

Fund

An accounting entity that records all financial transactions for specific activities or government functions. The six generic fund types used by the City are: General Fund, Special Revenue, Debt Service, Capital Project, Enterprise, and Trust & Agency Funds.

Fund Balance

Also known as financial position, fund balance for the governmental fund types is the excess of fund assets over liabilities, and represents the cumulative effect of revenues and other financing sources over expenditures and other financing uses. Fund balance is a similar (although not exact) concept as Retained Earnings in the Enterprise fund.

GAAP

Generally Accepted Accounting Principles. Uniform minimum standards for financial accounting and recording, encompassing the conventions, rules, and procedures that define accepted accounting principles.

General Fund

The primary operating fund of the City, all revenues that are not allocated by law or contractual agreement to a specific fund are accounted for in the General Fund. Except for subvention or grant revenues restricted for specific uses, General Fund resources can be utilized for any legitimate governmental purpose.

Grants

A contribution by a government or other organization to support a particular function. Grants may be classified as either operational or capital, depending upon the grantee.

Infrastructure

The physical assets of a government (e.g., streets, water; sewer; public buildings and parks).

Intergovernmental Revenue

Funds received from federal, state and other local government sources in the form of shared revenues, and payments in lieu of taxes.

Investment Revenue

Interest income from the investment of funds not immediately required to meet cash disbursement obligations.

Long-term Debt

Debt with a maturity of more than one year after the date of issuance.

REFERENCE MATERIALS

GLOSSARY (Continued)

Materials, Supplies & Services

Expendable materials and operating supplies and services necessary to conduct departmental operations.

NPDES

National Pollutant Discharge Elimination System – State mandated permitting system to enhance storm water systems and to control pollution and run off.

Objective

Something to be accomplished in specific, well-defined and measurable terms and that is achievable within a specific time frame.

Operating Budget

The portion of the budget that pertains to daily operations and delivery of basic governmental services.

Operating Revenue

Funds that the government receives as income to pay for ongoing operations. It includes such items as taxes, fees from specific services, interest earnings, and grant revenues. Operating revenues are used to pay for day-to-day services.

Operating Expenses

The cost for salaries, fringe benefits, materials supplies & services and equipment required for a department to function.

Pay-as-you-go Basis

A term used to describe a financial policy by which capital outlays are financed from current revenues rather than through borrowing.

Prior-Year Encumbrances

Obligations from previous fiscal years in the form of purchase orders, contracts or salary commitments which are chargeable to an appropriation, and for which a part of the appropriation is reserved. They cease to be encumbrances when the obligations are paid or otherwise terminated.

Reserve

An account used to indicate that a portion of a fund's balance is legally restricted for a specific purpose and is, therefore, not available for general appropriation.

Resolution

A special or temporary order of a legislative body; an order of a legislative body requiring less legal formality than an ordinance or statute.

Resources

Total amounts available for appropriation including estimated revenues, fund transfers, and beginning balances.

Revenue

Sources of income financing the operations of government.

REFERENCE MATERIALS

GLOSSARY (Continued)

Set-Aside

An additional amount over and above what is scheduled to provide for future benefit.

Special Revenue Funds

This fund type is used to account for the proceeds from specific revenue sources (other than trusts or major capital projects) that are legally restricted to expenditures for specific purposes. (See fund)

Subvention

Revenues collected by the State (or other level of government), which are allocated to the City on a formula basis. The major subventions received by the City from the State of California include motor vehicle in lieu and gasoline taxes.

Supplemental Appropriation

An additional appropriation made by the governing body after the budget year has started.

Transfers In/Out

Amounts transferred from one fund to another to assist in financing the services for the recipient fund.

Trust and Agency Funds

Also known as Fiduciary Fund Types, these funds are used to account for assets held by the City in a trustee capacity or as an agent for private individuals, organizations, or other governmental agencies. Agency funds are custodial in nature (assets equal liabilities) and do not measure the results of operations.

Unencumbered Balance

The amount of an appropriation that is neither expended nor encumbered. It is essentially the amount of money still available for future purposes.

Unreserved Fund Balance

The portion of a fund's balance that is not restricted for a specific purpose and is available for general appropriation.

User Charges

The payments of a fee for direct receipt of a public service by the party who benefits from the service.

Work plan

This is the plan adopted by the City Council on an annual basis that lists the overall goals, values and priorities, and workload for the forthcoming year.

REFERENCE MATERIALS

EXPENDITURE ACCOUNTS - DEFINITIONS

SALARIES & FRINGE BENEFITS

6101 REGULAR SALARIES

Salary paid for regular payroll expenditures for full-time employees subject to all usual deductions.

6102 PART TIME & TEMPORARY SALARIES

Salary paid for regular payroll expenditures for part-time and temporary employees subject to all usual deductions.

6103 OVERTIME

Salary paid over and above regular time at time and one-half. Overtime is not available to FLSA exempt employees.

6104 SPECIAL PAY

Holiday in lieu pay for Fire and Marine Safety and stand by pay for Public Works.

6205 RETIREMENT

Payments on behalf of employees to full time retirement system. (PERS).

6210 MEDICARE

Medicare payments withheld from employees for employees covered by Medicare system.

6211 SOCIAL SECURITY

Social Security payments for employees covered by social security system.

6220 HEALTH, DENTAL & VISION INSURANCE

Payments to employees under the City's Cafeteria Plan for health, dental & vision insurance.

6245 GROUP LIFE INSURANCE

Payments to cover employees' life insurance premiums where applicable.

6248 RHSA % Benefit

Payments to cover fire employees' RHSA % Benefit under the Fire MOU

6270 RETIREE HEALTH BENEFITS

Payments to CALPERS to cover a portion of retired employees' health benefits.

6280 AUTO ALLOWANCE

Payments to employees qualifying for auto allowance.

6285 UNIFORM ALLOWANCE

Payments to employees for the purchase of uniforms required for the job.

6290 PHONE ALLOWANCE

Payments to management employees and Council for the business use of cellular phones.

REFERENCE MATERIALS

EXPENDITURE ACCOUNTS - DEFINITIONS (Continued)

MATERIALS, SUPPLIES AND SERVICES

6310 INSURANCE AND SURETY BONDS

Insurance premiums for all property, general liability and excess insurance coverage.

6315 TRAVEL, CONFERENCES & MEETINGS

Meals, lodging, registration and airfare associated with conferences, seminars and meetings.

6320 TRAINING

Payments for employees to attend training programs to enhance work related skills.

6330 MEMBERSHIPS & DUES

Staff membership and dues in professional organizations.

6340 CLOTHING & PERSONAL EXPENSES

Uniforms, safety gear, weather protection, etc.; pre-employment physicals and tuition reimbursement.

6341 TUITION REIMBURSEMENT

Staff reimbursement for courses related to work skill enhancement. Requires prior approval.

6351 RECRUITMENT

Payments used in the hiring of staff (advertisement, testing, etc)

6415 ELECTION SUPPLIES

Supplies used for elections

6416 OFFICE SUPPLIES

General office supplies used in every-day operations.

6417 POSTAGE

Metered mail, overnight and other delivery service.

6418 BOOKS, SUBSCRIPTIONS & PRINTING

Publications, printing costs for forms, letterhead, etc.; outside duplication services.

6419 MINOR EQUIPMENT

Minor equipment; per item cost before shipping/tax between \$100 and \$1,000.

6420 SPECIAL DEPARTMENTAL SUPPLIES

Supplies or expenses singular to a department (not general) and that are not minor equipment or small tools.

6421 SMALL TOOLS

Small tools; per item cost before shipping/tax between \$100 and \$1,000.

6427 VEHICLE OPERATING SUPPLIES

Gasoline and diesel.

REFERENCE MATERIALS

EXPENDITURE ACCOUNTS - DEFINITIONS (Continued)

6428 VEHICLE MAINTENANCE

Repairs and parts for all vehicles.

6522 ADVERTISING

Advertising/legal notifications to public.

6523 COMMUNICATIONS

Phone, fax, cable etc.

6524 UTILITIES - ELECTRICITY

Electricity and natural gas charges.

6525 RENTS & LEASES

Rental/lease of property owned by others.

6526 MAINTENANCE OF BUILDINGS & GROUNDS

Internal building maintenance/repair; outside grounds upkeep.

6527 UTILITIES - OTHER

All utilities besides electricity and natural gas such as water.

6529 MILEAGE

Staff mileage reimbursement at IRS rate.

6530 PROFESSIONAL SERVICES

Outside contractors used for engineering, surveys etc. Any service provided by an outside party.

6531 MAINTENANCE OF & OPERATION OF EQUIPMENT

Repairs and service of City-owned equipment.

6532 CONTRIBUTION TO OTHER AGENCIES

Contributions to other governmental/nonprofit organizations.

6535 COMMUNITY TV PRODUCTION

Payments for cable programming from restricted sources.

6539 CONTINGENCY

To allow for operating efficiency as needed. Requires City Manager approval.

6540 DAMAGE CLAIMS

Payments to settle claims against the City that fall below SIR.

6560 DEPRECIATION

Annual write-off of Fixed Assets over the life of the asset.

REFERENCE MATERIALS

EXPENDITURE ACCOUNTS - DEFINITIONS (Continued)

6570 OTHER CHARGES

Expenses that do not fall within another classification; City admin and County EDP charges.

CAPITAL OUTLAY

6610 LAND

Expenditures for the purchase of land.

6620 BUILDINGS

Expenditures for the purchase of buildings.

6630 IMPROVEMENTS OTHER THAN BUILDINGS

Alterations to structures which increase structure life.

6640 EQUIPMENT

Furniture, machinery, office equipment. Fixed Assets over \$1,000.

6650 VEHICLES

All motorized vehicles.

6661 CONSTRUCTION

Used to accumulate all costs associated with construction projects. Used in Projects Ledger.

DEBT SERVICE

6710 RETIREMENT OF PRINCIPAL

Expenditures for the retirement of principal portion of debt.

6720 INTEREST EXPENDITURE

Expenditures for the interest portion of debt.

6810 TRANSFERS OUT

Used to transfer funds from one fund to another.

DEPARTMENTAL CHARGES

6910 CLAIMS LIABILITY CHARGES

Charges to departments for providing insurance coverage and risk management services.

6920 WORKERS' COMPENSATION CHARGES

Charges to departments for providing workers' compensation coverage and services.

6930 ASSET REPLACEMENT CHARGES

Charges to departments for use of assets based on a depreciation schedule.

6940 PERS SIDE FUND CHARGES

Charges to departments for annual debt service to the Sanitation Fund for the payoff of the PERS Side Fund in FY2011. Allocation based on regular salaries (Account 6101) for the fiscal year

REFERENCE

ORGANIZATION OF THE CITY'S FUNDS

In accordance with generally accepted accounting principles, the City's financial reporting system is organized on a fund basis consisting of three major fund types (governmental, proprietary and fiduciary). The City's various funds have been established in order to segregate and identify those financial transactions and resources associated with providing specific activities or programs in conformance with special regulations, restrictions, or limitations.

Budgets are prepared for each fund in accordance with its respective basis of accounting. All governmental funds have legally adopted budgets except the capital project funds. While budgets are prepared for the City's capital project funds, the capital projects generally span more than one year and are effectively controlled at the project level.

The following funds are included in the Budget. Descriptions of each of the fund types are provided.

Governmental Funds

Most of the City's programs and functions are provided and financed through the following governmental funds, which are distinguished by their measurement focus on determining financial position and changes in financial position, rather than upon determining net income:

- General Fund
 - General Fund
 - Risk Management/Insurance
 - Workers' Compensation Insurance
 - Asset Replacement
 - Facilities Replacement
 - PERS Side Fund
- Special Revenue Funds
 - Gas Tax
 - Municipal Improvement Districts (MID)
 - Coastal Rail Trail Maintenance District
 - Street Lighting Assessment District
 - Developer Pass-Thru Fund
 - Fire Mitigation
 - Department of Boating & Waterways
 - TRANSNET – motorized
 - Community Orientated Policing Services (COPS)
 - Transnet Extension
 - Housing and Community Development (CDBG) Fund
 - CALTRANS/CMAQ
 - TEA
 - Miscellaneous Grants
 - Coastal Area Business/Visitor Assistance and Enhancement Fund (TOT)
 - Camp Program Fund
 - Housing
 - Affordable Housing Grant Fund
 - Public Safety Special Revenue Fund
- Debt Service Funds
 - Public Facilities
 - Capital Lease Fund

REFERENCE

ORGANIZATION OF THE CITY'S FUNDS (continued)

- Capital Projects Fund
 - Public Improvement Grant Fund
 - Sand Replenishment/Retention and Coastal CIP (TOT)
 - City CIP Fund
 - Assessment Districts

Enterprise Fund

Enterprise funds are distinguished from governmental funds by their similarity to private sector enterprises, as it is intended that the cost of providing services will be financed or recovered primarily through user charges. The City uses the following enterprise fund:

- Sanitation

REFERENCE MATERIALS

DESCRIPTION OF OPERATING FUNDS

001 GENERAL FUND

The General Fund is the general operating fund of the City and is used to account for all financial resources and transactions except those required to be accounted for in other funds or account groups.

120 RISK MANAGEMENT

This fund accounts for the settlement of claims and losses, as well as insurance premiums and any related professional services.

125 WORKERS' COMPENSATION INSURANCE

This fund accounts for the settlement of claims and losses resulting from injuries sustained during work hours.

135 ASSET REPLACEMENT FUND

This fund accumulates resources for the replacement of vehicles and equipment costing over \$5,000.

140 FACILITIES REPLACEMENT FUND

This fund accumulates resources for meeting the needs of maintaining the City's buildings and improvements.

150 PERS SIDE FUND

This fund accumulates resources for the annual debt payment to the Sanitation Fund for the loan used for the payoff of the PERS Side Fund in FY2011.

202 GAS TAX FUND

The State Gas Tax is used to account for revenues received as the City's share of state gasoline taxes and expenditures made for street maintenance and improvements. Revenues are sub-vented to the City under Sections 2103, 2105, 2106, 2107 and 2107.5 of the Streets and Highways Code. Expenditures are for street maintenance and engineering to the extent legally permitted, with the remainder allocated to street construction projects.

203 MUNICIPAL IMPROVEMENT DISTRICT HIGHWAY 101 LANDSCAPING (MID #33)

204 MUNICIPAL IMPROVEMENT DISTRICT SANTA FE HILLS (MID #9C)

205 MUNICIPAL IMPROVEMENT DISTRICT ISLA VERDE (MID #9E)

207 MUNICIPAL IMPROVEMENT DISTRICT SAN ELIJO HILLS #2 (MID #9H)

The MID Funds are used to account for receipts and expenditures related to landscape maintenance within the improvement district. Budgets for the maintenance costs are determined by the property owners who are then assessed on a per parcel basis. The assessments are collected via the County tax roll.

208 COASTAL RAIL TRAIL MAINTENANCE DISTRICT

The Coastal Rail Trail Maintenance Fund is used to account for project receipts and expenditures for the rejuvenating and updating of the Coastal Rail Trail.

REFERENCE MATERIALS

DESCRIPTION OF OPERATING FUNDS (Continued)

211 STREET LIGHTING DISTRICT FUND

The Lighting District Fund accounts for revenues received and expenditures made related to streetlights on City streets. The City determines the annual budget and property owners are charged their proportionate share based on a per unit basis. The assessment is collected via the County tax roll.

213 DEVELOPER PASS_THRU

This fund accounts for resources related to Pass-Thru developer deposits

214 FIRE MITIGATION FUND

In accordance with section 3.20 of the SBMC, this fund is used to account for Fire Mitigation fees that can only be used to build, purchase, finance or improve fire facilities and equipment.

215 DEPARTMENT OF BOATING AND WATERWAYS

To record receipts and expenditures related to grants received from the Department of Boating and Waterways. These funds are being used to fund the Army Corp. of Engineers beach replenishment study.

218 TRANSNET FUND

228 TRANSNET EXTENSION

The TRANSNET Fund is used to account for the San Diego County Proposition A one-half (1/2) cent transportation sales tax which went into effect on July 1, 1988. All expenditures must be for transportation related purposes. Funds are allocated to the City through SANDAG.

219 COPS PROGRAM FUND

The COPS Fund is used to account for federal and local grants received for police services.

240 HOUSING AND COMMUNITY DEVELOPMENT FUND (CDBG) FUND

The Housing and Community Development fund is used to account for revenues from the United States Department of Housing and Urban Development Community Development Block Grant Programs.

241 CALTRANS/CMAQ FUND

The Caltrans fund accounts for several different sources of transportation related funds. Caltrans is responsible for distributing funds for Congestion Mitigation and Air Quality (CMAQ) funds.

244/5 TEA

The TEA (Transportation Enhancement Act) fund records transport related receipts and expenditures.

246 MISCELLANEOUS GRANT FUND

The Miscellaneous Grant fund accounts for grants received to fund various ongoing capital projects.

250 COASTAL BUSINESS/VISITORS (TOT)

This fund is for expenditures, funded by TOT revenues, that include local visitor and business promotion such as assistance to the Chamber of Commerce, special events such as Fiesta Del Sol, public art, and visitor enhancements to the Highway 101 business corridor or the Cedros Design District.

REFERENCE MATERIALS

DESCRIPTION OF OPERATING FUNDS (Continued)

255 CAMP FUND

To record service fee revenue and expenditures related to the summer recreation programs.

263 HOUSING FUND

This fund accounts for receipts and expenditures related to providing low and moderate income housing within the City.

265 AFFORDABLE HOUSING GRANT

This fund accounts for resources related to affordable housing grants.

270 PUBLIC SAFETY SPECIAL REVENUE

This fund accounts for resources related to public safety grants.

317 PUBLIC FACILITY DEBT SERVICE FUND

The Public Facilities Debt Service Fund is used to account for the accumulation of resources for the payment of interest and principal on City debt.

320 CAPITAL LEASE DEBT SERVICE

This fund accounts for receipts and expenditures related to capital leases.

420 PUBLIC IMPROVEMENT GRANT

The Public Improvement Grant is supported by the former RDA's remaining bond funds and pays for capital projects within the Project area.

450 SAND REPLENISHMENT TOT

This fund is limited to sand replenishment, sand retention, and coastal improvement projects funded by TOT revenues.

47X ASSESSMENT DISTRICTS CIP

This fund accounts for capital projects in the assessment districts.

459 CITY CIP FUND

The City CIP fund is used to account for financial resources to be used for the acquisition or construction of miscellaneous major capital facilities (other than those financed by proprietary funds and special assessment funds).

509 SANITATION FUND

The Sanitation Fund is an Enterprise Fund. Enterprise funds are used to account for operations that are financed and operated in a manner similar to private business enterprises. The intent of the City Council is that the costs of providing these services to the general public on a continuing basis be financed or recovered primarily through user charges. The sanitation operation is responsible for the collection, transportation, and treatment of effluent generated in Solana Beach. The City is an equal partner with the City of Encinitas in the ownership of the San Elijo Treatment Plant.

REFERENCE MATERIALS

DESCRIPTION OF DESIGNATION OF RESERVES

DESIGNATED FOR CONTINGENCIES

This designation is in accordance with the City Council's Financial Policies which specify that a minimum of 17%, or two months of operating expenditures, be set aside. This designation is to ensure uninterrupted service in the event of an unforeseen disaster and/or economic uncertainties.

DESIGNATED FOR HOUSING

This designation is to provide funds for the City's low income housing obligations. Without a confirmed cost, estimates range from \$0 to around \$220,000 a unit for 10 units. Staff will set aside funds when available.

REFERENCE MATERIALS

FINANCIAL POLICIES

Statement of Purpose

The financial integrity of our City government is of utmost importance. To discuss, write, and adopt a set of financial policies is a key element to maintaining this integrity.

Written, adopted financial policies have many benefits, such as assisting the Council and City Manager in the financial management of the City, saving time and energy when discussing financial matters, promoting public confidence, and providing continuity over time as Council and staff members change. While these policies will be amended periodically, they will provide the basic foundation and framework for many of the issues and decisions facing the City. They will promote sound financial management and assist in the City's stability, efficiency and effectiveness.

The following policies are divided into seven general categories for ease of reference. These categories include 1) Accounting, Auditing, and Financial Reporting Policies; 2) Reserve Policies; 3) Debt Policies; 4) Revenue Policies; 5) Capital Improvement Policies; 6) Cash Management/Investment Policies; 7) Operating Budget Policies. It is recommended that all policies included in this document be adhered to.

ACCOUNTING, AUDITING, AND FINANCIAL REPORTING POLICIES

FINANCIAL INFORMATION

It will be the policy of the City of Solana Beach to provide all financial information in a thorough, timely fashion, and in a format that is easy for Council, Citizens, Committees and City employees to understand and utilize.

ACCOUNTING STANDARDS

The City's accounting financial systems shall be maintained in accordance with Generally Accepted Accounting Principles (GAAP), as promulgated by the Government Accounting Standards Board (GASB), and the Government Finance Officers Association (GFOA).

ANNUAL AUDIT

An independent public accounting firm will perform an annual audit and its opinion will be included in the Comprehensive Annual Financial Report.

The goal is to select the independent audit firm through a competitive process at least once every five years. The contract will be for an initial period of three years with two additional one-year options at the City staff's discretion. The City Manager and Finance Director will review the qualifications of prospective firms and make a recommendation to the City Council. The audit contract will be awarded by the City Council.

REFERENCE MATERIALS

FINANCIAL POLICIES (Continued)

A Comprehensive Annual Financial Report shall be prepared within five months of the close of the previous fiscal year. It will be presented to the City Council and community within six months at a regularly scheduled City Council meeting.

The City shall attempt to maintain accounting records in such a manner as to receive an unqualified audit opinion and to qualify for a Certificate of Achievement for Excellence in Financial Reporting from the GFOA.

RESERVE POLICIES

The City utilizes a variety of funds for recording revenues and expenditures of the City. At each fiscal year-end, budgeted/appropriated expenditure authority lapses with very few exceptions, such as operating expenses that have been incurred but not paid (encumbered). The remaining dollars left in each fund that are undesignated and unencumbered constitute available reserves of the City. It is appropriate that reserve policies for the City be established for each of the various funds (See below), that the purpose of these reserves be designated, and that dollars available in excess of the reserve amounts be appropriately and effectively utilized.

GENERAL FUND

The goal of the General Fund reserve will be to maintain an amount at least equal to 17 percent of the annual General Fund operating budget, including operating transfers, which approximates two months worth of operating expenditures. This Reserve, to be designated, will only be used in the case of significant financial or other emergency. Reserves in excess of the 17 percent will be available for spending on capital equipment, capital projects or other one-time non-recurring expenditures ie. Be available to transfer to Capital Improvement Projects fund or Asset Replacement Reserve fund.

DESIGNATIONS

The Council and/or City Manager may designate parts of the available fund balance which would represent tentative management plans, rather than actual restrictions on the use of resources.

Designation – Unforeseen Emergencies

A designation of funds set at 17% of operating expenditures including debt service is considered the minimum level necessary to maintain the City's credit worthiness and to adequately provide for:

1. Economic uncertainties, local disasters, and other financial hardships or downturns in the local or national economy.
2. Contingencies for unforeseen operating or capital needs.
3. Cash flow requirements.

REFERENCE MATERIALS

FINANCIAL POLICIES (Continued)

Designation – Revenue Shortfall

A designation of funds should be budgeted annually to avoid the need for service level reductions in the event an economic downturn causes revenues to come in lower than budget. This should approximate 5% of General Fund revenues before transfers based upon an average of prior years revenue shortfalls.

ENTERPRISE FUND/SANITATION

The City's Enterprise Fund will maintain reserves at a minimum equal to nine months of operating expenses and one year of estimated capital spending.

ASSET REPLACEMENT RESERVE FUND

Through the use of the Asset Replacement Reserve Fund, the City will annually budget sufficient funds to provide for the orderly replacement of the City's existing equipment, vehicles, computers and furnishings as they reach the end of their useful lives. This fund is funded based on a depreciation schedule and required replacement of the asset. The goal will be to maintain a sufficient fund balance to provide for the scheduled replacement of said items at the end of their useful lives.

RISK MANAGEMENT RESERVE FUND

The City maintains a Risk Management Reserve Fund for the purpose of segregating property and liability insurance expenses. This fund pays insurance premiums, benefit and settlement payments, and administrative and operating expenses. These annual charges for services shall reflect historical experience and shall be established to approximately equal the annual expenses of the fund. A fund balance, determined annually, shall be maintained at a level that will adequately fund the City's potential loss exposure in each area as determined by the Risk Manager based on past experience currently at \$500,000.

WORKERS' COMPENSATION INSURANCE FUND

The City maintains a Workers' Compensation Insurance Fund for the purpose of having sufficient resources to pay premiums, administration services and losses incurred for Workers Compensation injuries. The City is self-insured for this purpose and has a \$125,000 Self Insured Retention (SIR) per claim incident. The sufficiency of funding is to be determined periodically by an independent actuarial study utilizing the 95% confidence interval. This is the minimum funding level to establish. The City's Risk Manager to determine the funding level, currently three times SIR plus administration and contingencies or \$500,000. This fund balance should be determined annually and should be sufficient to fully fund the City's potential loss exposures.

REFERENCE MATERIALS

FINANCIAL POLICIES (Continued)

DEBT POLICIES

ISSUANCE OF DEBT

The City will not use long-term debt to pay for current operations.

The use of bonds or certificates of participation will only be considered for significant capital and infrastructure improvements.

The term of the debt shall never extend beyond the useful life of the improvements to be financed.

Debt management will provide for the protection of bond rating, the maintenance of adequate debt service reserves, compliance with debt instrument provisions and appropriate disclosure to investors, underwriters, and rating agencies.

LEASE PURCHASE

The City will lease purchase high-cost items of equipment only if necessary because of funding availability. In no case shall the City lease purchase equipment whose useful life is less than the term of the lease.

REVENUE POLICIES

GENERAL FUND REVENUE

The City will strive to develop and maintain a diversified and stable revenue stream so as to avoid becoming overly dependent on any single type of revenue in order to minimize the effects of economic fluctuations on revenues. Efforts will be directed to optimize existing revenue sources while periodically reviewing potential new revenue sources.

Budgeted revenues will be estimated conservatively using accepted standards and estimates provided by the state and other governmental agencies when available.

Revenues from "one-time" or limited duration sources will not be used to balance the City's annual operating budget.

Fees and charges for service shall be evaluated and, if necessary, adjusted periodically to assure that they cover all direct and indirect costs, unless it is determined that full cost recovery would not be in the best interest of the public. These fees and charges will be evaluated periodically by an independent outside consultant.

REFERENCE MATERIALS

FINANCIAL POLICIES (Continued)

SPECIAL REVENUE FUNDS eg. /GAS TAX & TRANSNET

These funds are used for revenues that the City receives that are of a restrictive nature. The City's first priority with the Gas Tax revenues and Transnet revenues shall be used to fund eligible capital projects and not subsidize operating expenditures.

GRANTS AND GIFTS

The City shall actively pursue federal, state and other grant opportunities when deemed appropriate. Before accepting any grant the City shall thoroughly consider the implications in terms of ongoing obligations and indirect costs that will be required in connection with acceptance of said grant. The benefits to be derived from the grant must exceed both direct and administrative costs of the grant.

ENTERPRISE FUND – SANITATION CHARGES

The City will set user fees for the Enterprise Fund at a rate that fully covers direct and indirect costs of providing the service; including capital expenditures.

COMMUNITY SERVICE FEES

Recreation activity fees shall be established to recover the direct cost of the program. As appropriate within the marketing of the recreation programs, higher non-resident fees may be charged, as well as priority registration procedures for Solana Beach residents.

<h2>CAPITAL IMPROVEMENT POLICIES</h2>
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CIP FUND

Most of the City's infrastructure has a designated revenue source to pay for its upgrade or replacement as appropriate. For example, sewage rates fund sewage infrastructure needs and gas tax revenues fund street needs. However, our public buildings, beaches and parks are the primary beneficiaries of the City's Capital Improvement Fund. Capital Improvement Projects involve the construction, acquisition, expansion, and rehabilitation or replacement of a facility or improvement costing \$5,000 or more. A CIP also includes any study costing \$25,000 or more, that is non-recurring in nature, and could potentially lead to a project.

City general capital projects are to be funded annually with transfers from the City's General Fund. Transfers are to be made based upon a maximum of 75 % of actual funds available out of the last completed previous years general fund surplus, or for specific projects. Funding is at the discretion City Council based on overall budget considerations.

REFERENCE MATERIALS

FINANCIAL POLICIES (Continued)

FIVE YEAR CAPITAL IMPROVEMENT PROGRAM (CIP)

The City shall annually prepare a Capital Improvement spending program projecting capital needs for a five year period. Capital Projects shall be prioritized according to goals set annually by the Council.

The first year of the five year CIP will be consistent with, and adopted as a component of, the annual operating budget.

ENTERPRISE FUND CAPITAL IMPROVEMENTS

Capital Improvements funded from the Enterprise Funds shall be paid for with the combination of “pay-as-you-go” financing and the use of long-term debt. The City shall periodically review its enterprise capital needs and establish capital spending plans that are appropriate and reflect a combination of debt and “pay-as-you-go,” while attempting to keep our rates competitive with those in the surrounding area.

CASH MANAGEMENT/INVESTMENT POLICIES

Investments and cash management will be the responsibility of the City Treasurer.

The City Council shall annually review and update, or modify as appropriate, the City’s investment policy in accordance with Section 53646 of the Government Code. This review shall take place at a regularly scheduled City Council meeting and the policy shall be adopted by resolution of the City Council.

Investments of the City will be made in accordance with the City’s adopted Investment Policy.

In order to maximize yields from the overall portfolio, the City will consolidate cash balances from all funds for investment purposes, and will allocate investment earnings to each fund with a positive cash balance in accordance with generally accepted accounting principles.

Reports on the City’s investment portfolio and cash position shall be developed and presented to the City Council monthly by the City Treasurer. The report shall be in conformance with all State laws and City investment policy requirements.

City funds will be managed in a prudent and diligent manner with emphasis on safety, liquidity, and yield, in that order.

REFERENCE MATERIALS

FINANCIAL POLICIES (Continued)

OPERATING BUDGET POLICIES

BALANCED OPERATING BUDGET

The operating budget will be based on the principle that current operating expenditures shall be funded with current revenues. The City shall annually adopt a balanced General Fund budget where operating revenues are equal to, or exceed, operating expenditures ie. Estimated revenue and transfers in equal or exceed estimated expenditures and transfers out excluding transfers for capital projects. Any increase in expenses, decrease in revenues, or combination of the two that would result in a budget imbalance will require budget revision, rather than spending unappropriated surpluses or designated reserves to support ongoing operations. Any year end operating surpluses will revert to unappropriated balances for use in maintaining reserve levels set by policy and the balance will be available for capital projects and/or "one-time only" Capital Outlay expenditures.

GENERAL FUND CONTINGENCY ACCOUNT

A contingency account equal to a maximum of half a percent (1/2 percent) of the City's General Fund budgeted appropriations (before transfers) will be maintained annually in the City Managers budget. This account will be available for unanticipated, unbudgeted expenditures and will require City Manager approval to spend. The purpose of this account is to provide for unanticipated expenditures of a nonrecurring nature and/or to meet unexpected increase in costs.

RETIREMENT FUNDING (CALPERS)

The City offers its employees an agent multiple-employer public employee defined benefit pension plan. The City's annual contribution toward the plan is determined by a CALPERS actuary through an annual valuation report. The City will on an annual basis meet its obligation to funding its share of the pension plan contribution out of its operating budget.

BUDGET DOCUMENT

The operating budget shall serve as the annual financial plan for the City. It will serve as the policy document of the City Council for implementing Council goals and objectives. The budget shall provide the staff the resources necessary to accomplish City Council determined service levels.

The City Manager shall annually prepare and present a proposed operating budget to the City Council & Budget & Finance committee no later than May 20 of each year; and Council will adopt said budget no later than June 30 of each year. Funds may not be expended or encumbered for the following fiscal year until the budget has been adopted by the City Council.

The City's annual budget will be presented by department, with a logical breakdown of line-item detail. The budget document will be presented for discussion and review by the City Council and the public.

REFERENCE MATERIALS

FINANCIAL POLICIES (Continued)

BUDGET CONTROL AND ACCOUNTABILITY

Budget control is maintained at the departmental level. The City Manager has the authority to approve appropriation transfers between line items within a department. In no case may total expenditures of a particular fund exceed that which is appropriated by the City Council without a budget amendment.

A mid-year budget will be presented to the City Council which discusses revenue projections and expenditures to date and the fiscal condition of the City six months after the beginning of the fiscal year. Budget accountability rests primarily with the operating departments of the City.

ENTERPRISE FUND

The Enterprise Fund shall be supported by its own rates/current revenues excluding interest income, and shall not be subsidized by the General Fund.

The rates charged should be competitive with the rates charged by other entities, and sufficient to cover both operations and infrastructure maintenance.

The rates charged should be reviewed periodically.

The Enterprise Fund will pay its share of overhead services provided by the General Fund. These overhead costs include rental of office space, utilities and personnel administrative costs.

REFERENCE MATERIALS

INVESTMENT POLICY

The purpose of this document is to outline the City's policy for the investment of public funds.

It is the policy of the City of Solana Beach, and the Solana Beach Public Facilities Corporation (hereafter referred collectively as the "City") to predicate their investment policies, procedures and practices upon the limitations placed upon them by the governing legislative bodies. These policies shall have four primary goals:

- To assure compliance with federal, state, and local laws governing the investment of public monies under the control of the City Treasurer.
- To provide sufficient liquidity to meet normal operating and unexpected expenditures.
- To protect the principal monies entrusted to the City.
- To generate the maximum amount of investment income within the parameters of prudent risk management as defined in this Investment Policy.

1.0 SCOPE

This investment policy applies to all funds of the City of Solana Beach that are under the control of the City Treasurer. These funds include, but are not limited to the:

- A. General Fund
- B. Special Revenue Funds
- C. Capital Project Funds
- D. Enterprise Funds
- E. Debt Service Funds
- F. Agency Funds

These funds are accounted for in the City's Comprehensive Annual Financial Report.

Funds not included in the policy include the City's deferred compensation plans (Plans). These plans will be excluded from the policy under the following circumstances:

- i. A third party administrator administers the plan,
- ii. Individual plan participants have control over the selection of investments
- iii. The City has no fiduciary responsibility to act as a "trustee" for the Plan.

2.0 PRUDENCE

Investments shall be made in accordance with the "prudent investor standard". This standard shall be applied in the context of managing an overall portfolio. The City Treasurer shall invest "...with care, skill, prudence, and diligence under the circumstances then prevailing, including, but not limited to, the general economic conditions and the anticipated needs of the agency, that a prudent person acting in a like capacity and familiarity with those matters would use in the conduct of funds of a like character and with like aims, to safeguard the

REFERENCE MATERIALS

INVESTMENT POLICY (Continued)

2.0 PRUDENCE (Continued)

principal and maintain the liquidity needs of the agency.” Investment officers, i.e. (City Treasurer) acting in accordance with written procedures and the investment policy and exercising due diligence shall be relieved of personal responsibility for an individual security's credit risk or market price changes, provided deviations from expectations are reported in a timely fashion and appropriate action is taken to control adverse developments.

3.0 OBJECTIVES

As specified in CGC §53600.5, when investing, reinvesting, purchasing, acquiring, exchanging, selling, and managing public funds, the primary objectives, in priority order, of the investment activities shall be:

- A. Safety: Safety of principal is the foremost objective of the investment program. Investments of the City shall be undertaken in a manner that seeks to ensure the preservation of capital in the overall portfolio. To attain this objective, diversification is required in order that potential losses on individual securities do not exceed the income generated from the remainder of the portfolio.
- B. Liquidity: The investment portfolio will remain sufficiently liquid to enable the City to meet all operating requirements which might be reasonably anticipated.
- C. Yield: Yield shall be considered only after the basic requirements of safety and liquidity have been met. Whenever possible and in a manner consistent with the objectives of safety and liquidity, a yield higher than the market rate of return shall be sought.

4.0 DELEGATION OF AUTHORITY

California Government Code Sections 53607 and 53608 authorize the legislative body of a local agency to invest, deposit, and provide for the safekeeping of the local agency's funds or to delegate those responsibilities to the City Treasurer of the local agency.

No person may engage in an investment transaction except as provided under the terms of this policy and the procedures established by the City Treasurer. The City Treasurer shall be responsible for all investment transactions undertaken on behalf of the City, and shall establish a system of controls to regulate the activities of subordinate officials. The City Treasurer shall have the exclusive authority to buy and sell securities on behalf of the City.

Under the provisions of California Government Code 53600.3, the City Treasurer is a trustee and a fiduciary subject to the prudent investor standard.

If the City Treasurer is unavailable, then the City Manager or Accountant shall authorize the investment transactions, in writing, prior to execution.

REFERENCE MATERIALS

INVESTMENT POLICY (Continued)

5.0 INTERNAL CONTROLS

The City Treasurer shall be responsible for ensuring that all investment transactions comply with the City's Investment Policy and for establishing internal controls that are designed to prevent losses due to fraud, negligence, and third-party misrepresentation. Accordingly, the City Treasurer shall establish written procedures for the operation of the City's investment program that are consistent with the provisions of this Investment Policy.

Procedures should include references to: safekeeping, PSA repurchase agreements, wire transfer agreements, collateral/depository agreements, and banking services contracts, as appropriate. Such procedures shall include explicit delegation of authority to persons responsible for investment transactions.

Internal controls deemed most important shall include: avoidance of collusion; separation of duties and administrative controls; separating transaction authority from accounting and record keeping; custodial safekeeping; clear delegation of authority; management approval and review of investment transactions; specific limitations regarding securities losses and remedial action; written confirmation of telephone transactions; documentation of investment transactions and strategies; and monitoring of results.

6.0 ETHICS AND CONFLICTS OF INTEREST

Investment Officers involved in the investment process shall refrain from personal business activity that could conflict with the proper execution of the investment program, or which could impair their ability to make impartial investment decisions.

They shall disclose to the City Council any material financial interest in financial institutions that conduct business within the City's jurisdiction. They shall also disclose any personal investment positions that could be related to the performance of the City's investment portfolios. Investment Officers shall subordinate their personal investment transactions to those of the City, particularly with regard to the timing of securities purchases and sales, and shall avoid transactions that might impair public confidence.

7.0 AUTHORIZED FINANCIAL INSTITUTIONS AND BROKER-DEALERS

The City Treasurer shall maintain an Approved list (Attached) of financial institutions/broker-dealers that the City Council have authorized to engage in securities trading with the City. This list shall be provided to all members of the City Council.

Only primary government securities dealers ("primary dealers") that regularly report to the Federal Reserve Bank of New York shall be eligible to apply for inclusion on the Approved List.

The only exception to the foregoing requirement shall be that the City Council may, at their discretion, accept, review, and approve applications from regional brokers that: (1) have been in existence for more than five years; (2) have a net capital position in excess of \$10

REFERENCE MATERIALS

INVESTMENT POLICY (Continued)

7.0 AUTHORIZED FINANCIAL INSTITUTIONS AND BROKER-DEALERS (Continued)

million; (3) are licensed as broker-dealers by the State of California; and (4) are headquartered or have a branch office in California. The number of primary dealers and regional brokers on the Approved List shall not exceed a combined total of eight at any single time. The City shall accept and review new broker-dealer applications only when there is an immediate need to fill a vacancy on the Approved List. In all cases, the City shall only accept applications from and transact business with the institutional securities sales departments of primary dealers and regional brokers.

Broker-dealers that wish to apply for inclusion on the Approved List must, at a minimum, provide the City Treasurer with a copy of the following documents unless otherwise noted:

- a) Completed Broker-Dealer Questionnaire and Certification (signed original only).
- b) Most recent *Annual Report* and most recent Securities and Exchange Commission ("SEC") *Form 10-K*.
- c) National Association of Securities Dealers ("NASD") *Form BD Uniform Application for Broker-Dealer Registration* or, in the case of an investment department within a commercial bank, *SEC Form MSD*.
- d) Current NASD *Form BD Status Report*.
- e) NASD *Form U-4 -- Uniform Application for Securities Industry Registration or Transfer* for each employee with whom the City would be trading.
- f) Current NASD *Form U-4 Status Report* on each employee with whom the City
- g) Would be trading.
- h) Most recent SEC *Form X-17 A-5* or, in the case of an investment department within a commercial bank, most recent SEC *Consolidated Reports of Condition and Income for A Bank With Domestic and Foreign Offices – FFIEC 031*.
- i) A resume from each employee with whom the City would be trading.
- j) Most recent MSRB *Form G-37/G-38*.
- k) A trading resolution.

Investment Officers shall investigate all broker-dealer applicants in order to determine if they: (1) are adequately capitalized; (2) are subject to pending legal action (either the firm or the trader); (3) make markets in securities that are appropriate for the City's needs; (4) are licensed as a broker-dealer by the State of California Department of Corporations; and (5) are a member of the NASD. Broker-dealer applicants may be requested to provide local government or other client references from within California.

The City Council shall review the submitted documents, along with the City Treasurer's recommendations, and shall decide if any broker-dealer applicants should be added to the Approved List. If a broker-dealer applicant fails to complete and submit the required documents on time, then its application shall be deemed to have been automatically rejected.

REFERENCE MATERIALS

INVESTMENT POLICY (Continued)

7.0 AUTHORIZED FINANCIAL INSTITUTIONS AND BROKER-DEALERS (Continued)

The City Treasurer shall conduct an annual review, of the financial condition and the registrations of all approved broker-dealers in order to determine whether they should remain on the Approved List. In addition to other requirements, the City shall give all approved broker-dealers a copy of the City's current Investment Policy and a certification form.

The completion and submission of the certification form by an approved broker-dealer shall constitute proof that it has received the City's Investment Policy, read it, and intends to comply with it. The City Treasurer shall keep current audited annual financial statements on file for each approved broker-dealer with which the City does business.

8.0 AUTHORIZED PUBLIC DEPOSITORIES

The City Treasurer shall maintain an Approved List (Attached) of all commercial banks and all savings and loan associations that the City Council has authorized as public depositories of City monies. This List shall be provided to all members of the City Council.

The City shall only deposit public monies in financial institutions that have: (1) at least \$5 billion in total assets; (2) a core capital-to-total assets ratio of at least five percent; (3) favorable statistical ratings from a nationally recognized rating service, as determined by the City Treasurer; (4) a federal or a state charter; and (5) a branch office within San Diego County.

Under no circumstances shall the City's deposits in a financial institution exceed the total shareholder's equity of that institution.

9.0 SAFEKEEPING AND CUSTODY

All security transactions entered into by the City of Solana Beach shall be conducted on delivery-versus-payment (DVP) basis or on a receipt-versus-payment ("RVP") basis.

A third-party bank trust department ("Custodian") that acts as an agent for the City under the terms of a custody agreement executed between both parties shall hold the securities. The City's Custodian shall be represented on the Approved List (Attached).

The only exception to the foregoing shall be securities purchases made with: (1) local government investment pools; (2) money market mutual funds; and (3) Federal Reserve Banks ("Treasury Direct Program") since the purchased securities are not deliverable. No securities broker-dealer or investment advisor shall have access to City monies, accounts, or investments. Any transfer of monies to or through a securities broker-dealer must have the City Treasurer's prior written approval. If the City Treasurer is unavailable, then the management authorization chain-of-command specified in section 4.0, paragraph 5 of this Investment Policy shall be followed. The City shall require Broker Trade Confirmations for all trades.

REFERENCE MATERIALS

INVESTMENT POLICY (Continued)

9.0 SAFEKEEPING AND CUSTODY (Continued)

Securities held by a third party custodial shall be held in an account in the City's name. All investments held by a third party custodian for the City of Solana Beach will be evidenced by safekeeping receipts.

10.0 COLLATERALIZATION

Investment Officers shall ensure that all demand deposits and all non-negotiable certificates of deposit that exceed \$100,000 shall be fully collateralized with securities authorized under state law and under this Investment Policy. Collateral may be waived for the first \$100,000 since this will be insured by the Federal Deposit Insurance Corporation. Any amount on deposit over \$100,000 plus accrued interest, however, shall be collateralized with United States Treasury or federal agency securities at a constant margin ratio of 110 percent or with mortgage-backed collateral at a constant margin ratio of 150 percent.

Collateralized investments and demand deposits may require substitution of collateral. The City Treasurer must approve all requests from financial institutions for substitution of collateral that involve interchanging classes of security.

An independent third party with whom the City has a current custodial agreement shall always hold the collateral. The independent third party shall provide the City Treasurer with a safekeeping receipt that he shall retain.

11.0 RISK

11.1 CREDIT RISK

Credit risk is the risk that an issuer or other counterparty to an investment will not fulfill its obligation. Concentration of credit risk is the risk of loss attributed to the magnitude of a City's investment in a single issuer. All participants in the investment process shall consider aversion to concentration of credit risk by:

- A. Limiting investment purchases to those types and amounts permissible by California Government Code §53601 and §12.0 of this Policy,
- B. Investing no more than 25% of the portfolio with one issuer, with the exception of LAIF, and the US treasury, and
- C. Limiting investment purchases to those types and amounts permissible by California Government Code §53601 and §12.0 of this Policy,
- D. Investing no more than 25% of the portfolio with one issuer, with the exception of LAIF, and the US treasury, and
- E. If pursuing a rated investment, investing only in investments with an AA+/A1 or better rating from Standard and Poor's Corporation and AA1/P1 or better from Moody's Investors Service Inc. at the time of purchase.

REFERENCE MATERIALS

INVESTMENT POLICY (Continued)

11.1 CREDIT RISK (Continued)

Custodial credit risk is the risk that the City will not be able to recover deposits or the value of an investment or collateral securities that are in the possession of an outside party. All participants in the investment process shall consider aversion to custodial credit risk by:

- A. Investing no more than 25% of the portfolio with one financial institution, with the exceptions of LAIF, the US Treasury, and funds advanced or in trustee accounts for project construction, and
- B. If pursuing a deposit, insuring that all deposits are fully collateralized as required by California Government Code §53652 or insured by the Federal Deposit Insurance Corporation or the Federal Savings and Loan Insurance Corporation, and the “Contract for Deposit of Monies” will indicate the type and amount of collateral.

11.2 INTEREST RATE RISK

Interest rate risk is the risk that changes in interest rates will adversely affect the fair value of an investment. All participants in the investment process shall consider aversion to interest rate risk by limiting the term remaining to maturity on purchased investment to five years, unless a longer term is permissible within the California Government Code and specifically approved by the City Council to purchase.

11.3 FOREIGN CURRENCY RISK

Foreign currency risk is the risk that changes in exchange rates will adversely affect the fair value of an investment or deposit. All participants in the investment process shall be prohibited from investing in foreign currency-denominated securities, unless permissible within the California Government Code and specifically approved by the City Council prior to purchase.

12.0 AUTHORIZED AND SUITABLE INVESTMENTS

The City of Solana Beach may invest in the following instruments (which include but are not as extensive as those authorized by California Government Code 53600 et seq.) under the guidelines as provided herein:

- A. Bonds issued by the City of Solana Beach, including bonds payable solely out of the revenues from a revenue-producing property owned, controlled or operated by the City of Solana Beach or by a department, board, agency, or authority of the City of Solana Beach.
- B. United States Treasury Bills, Notes, Bonds, or certificates of indebtedness, or those for which the faith and credit of the United States are pledged for the payment of principal and interest.

REFERENCE MATERIALS

INVESTMENT POLICY (Continued)

12.0 AUTHORIZED AND SUITABLE INVESTMENTS (Continued)

- C. Registered state warrants or treasury notes or bonds issued by the State of California.
- D. Bonds, notes, warrants, or other evidence of debt issued by a local agency within the State of California, including pooled investment accounts sponsored by the State of California, County Treasurers, other local agencies, or Joint Powers Agencies.
- E. Obligations issued by the United States Government or its agencies.
- F. Bankers Acceptances with a term not to exceed 180 days. Bankers Acceptance's issued by commercial banks must be rated "A" or higher by Standards & Poors and by Moody's. Not more than 30% of surplus funds can be invested in Bankers Acceptances. In addition, no more than 30% of surplus funds can be invested in the bankers acceptances of any single commercial bank.
- G. Prime Commercial Paper of U. S. Corporations with assets greater than \$500 million with a term not to exceed 180 days and the highest ranking issued by Moody's Investors Service (A1) or Standard & Poor's Corp (P1). Purchases of commercial paper may not exceed 15% of total surplus funds.
- H. Time Certificates of Deposit will be made only in FDIC or FSLIC insured accounts. For deposits in excess of the insured maximum of \$100,000, approved collateral shall be required in accordance with California Government Code (CGC) Section 53652 and/or 53651(m).
- I. Non-Negotiable Certificates of Deposit issued by a nationally or state-chartered bank or a state or federal savings and loan association or by a state-licensed branch of a foreign bank. Purchases of non-negotiable Certificates of Deposit may not exceed 15% of the City's surplus money which may be invested.
- J. Local Agency Investment Fund ("LAIF")
Investment shall be permitted in this pool which is organized and managed by the State Treasurer's Office for the benefit of local agencies, pursuant to California Government Code Section 16429.1. The City Council approved City participation in LAIF on 18 August 1986 in Resolution Number 20. *Investment shall be limited to the maximum amount per legal entity that is permitted under state law.*

13.0 PROHIBITED INVESTMENTS AND PRACTICES

Investment Officers shall not invest public monies in financial instruments that are not authorized under this Statement of Investment Policy.

Prohibited investments shall include, but shall not be limited to, equity securities, bond mutual funds, repurchase agreements, reverse repurchase agreements, and derivative contracts (forwards, futures, and options). The purchase of derivative securities shall be prohibited *except for callable and for zero coupon Treasury ("STRIPS") securities.*

REFERENCE MATERIALS

INVESTMENT POLICY (Continued)

13.0 PROHIBITED INVESTMENTS AND PRACTICES (Continued)

Investment Officers shall not engage in securities lending, short selling, or other hedging strategies.

LAIF shall be exempt from the prohibitions on derivative contracts, derivative securities, repurchase agreements, reverse repurchase agreements, securities lending, short selling, and other hedging strategies.

14.0 DIVERSIFICATION

The City of Solana Beach will diversity its investments by security type and institution. Assets shall be diversified to eliminate the risk of loss resulting from over concentration of assets in a specific maturity, a specific issuer, or a specific class of securities. Diversification strategies shall be determined and revised periodically. In establishing specific diversification strategies, the following general policies and constraints shall apply:

- A. Portfolio maturities shall be matched versus liabilities to avoid undue concentration in a specific maturity sector.
- B. Maturities selected shall provide for stability of income and liquidity.
- C. Disbursement and payroll dates shall be covered through maturing investments, marketable U.S. Treasury bills, or other cash equivalent instruments.

15.0 MAXIMUM MATURITY

Investment Officers shall not invest in securities with maturities exceeding five years. The City Council, however, may approve longer maturities for the investment of bond reserve, bond escrow, and other funds if the maturities of such investments are expected to coincide with the expected use of the funds.

At least 50 percent of the City portfolio shall mature in three years or less; 30 percent in two years or less; and 20 percent in one year or less. The only exception to these maturity limits shall be the investment of the gross proceeds of tax-exempt bonds.

REFERENCE MATERIALS

INVESTMENT POLICY (Continued)

16.0 BOND PROCEEDS

The City Treasurer shall segregate the gross proceeds of tax-exempt bonds from the City general pool and shall keep them in a separate pool. They shall be invested pursuant to the instructions in the respective bond indentures of trust. If the bond indenture authorizes investments that conflict with this Investment Policy, then such investments shall be made only with the City Council's prior approval. All securities shall be held in third-party safekeeping with the bond trustee ("Trustee") and all DVP and RVP rules shall apply. The Trustee shall be represented on the Approved List (Attached).

Investment Officers shall use competitive offerings, whenever practical, for all investment transactions that involve the gross proceeds of tax-exempt bonds. The City shall obtain a minimum of three competitive offers. Any exceptions to this policy shall be documented and shall be reported to the City Council.

The City is required under the U.S. Tax Reform Act of 1986 to perform annual arbitrage calculations and to rebate excess earnings to the United States Treasury from the investment of the gross proceeds of tax-exempt bonds that were sold after the effective date of that law. The City Treasurer may contract with qualified outside financial consultants to provide the necessary technical expertise that is required to comply with this law.

17.0 PORTFOLIO BENCHMARK

The City's investment portfolios, for the most part, shall be passively managed with portfolio securities being held to maturity. On selected occasions, the City's portfolios may be actively managed for purposes of improving portfolio risk structure, liquidity, or yield in response to market conditions or to meet City requirements. Profit-taking may only be done if capital gains would: (1) exceed the return that would be realized by holding the security to maturity; and (2) more than offset any income reduction due to reinvestment rate risk.

The City shall use a one-year United States Treasury bill that is traded on the secondary market as a benchmark to measure whether or not the City's portfolio yields are matching or surpassing the market yield.

18.0 REPORTING

In accordance with CGC §53646(b)(1), the City Treasurer shall submit to each member of the City Council a quarterly investment report. The Treasurer may also submit monthly reports to the City Council for information purposes. The report shall include the type of investments, the issuers, maturity dates, par values, and the current market values of each component of the portfolio, including funds managed for City of Solana Beach by third party contracted managers. The report will also include the source of the portfolio valuation. As specified in CGC §53646(e), if all funds are placed in LAIF, FDIC-insured accounts and/or in a county investment pool, the foregoing report elements may be replaced by copies of the latest statements from such institutions. The report must also include a certification that (1) all investment actions executed since the last report have been made in full compliance with the Investment Policy and (2) the City of Solana Beach will meet its expenditure obligations for the next six months is required by CGC §53646(b)(2) and (3) respectively. The City

Treasurer shall maintain a complete and timely record of all investment transactions.

REFERENCE MATERIALS

INVESTMENT POLICY (Continued)

19.0 INVESTMENT POLICY REVIEW AND ADOPTION

The City Treasurer shall submit an Investment Policy to the City Council annually for their review and adoption by resolution.

THE CITY OF SOLANA BEACH APPROVED LIST

The City of Solana Beach has authorized the following security broker-dealers, public depositories, and other financial institutions to provide financial services to the City.

UNITED STATES GOVERNMENT

1. **Federal Reserve Bank**

PRIMARY DEALERS

1. _____
2. _____
3. _____
4. _____
5. _____

REGIONAL BROKERS

1. _____
2. _____
3. _____

PUBLIC DEPOSITORIES

1. **Bank of America**
2. **Union Bank of California**
3. _____
4. _____
5. _____
6. _____
7. _____
8. _____

CUSTODIAN

1. _____

TRUSTEE

1. **Wells Fargo Bank**
2. **Union Bank of California**

REFERENCE MATERIALS

INVESTMENT GLOSSARY

ACCRUED INTEREST

Interest accumulated on a security since the issue date or the last coupon payment. The buyer of the security pays the market price plus accrued interest.

AGENCIES

Agencies of the federal government. Federal agency and instrumentality securities.

ASKED

The price at which securities are offered.

BANKERS'S ACCEPTANCE ("BA")

A draft, bill, or exchange accepted by a bank or a trust company. Both the issuer and the accepting institution guarantee payment of the bill.

BASIS POINT

One basis point is one hundredth of one percent.

BID

The price offered by a buyer of securities (when you are selling securities, you ask for a bid). See "Offer".

BOOK VALUE

The value at which a debt security is shown on the holders' balance sheet. Book value is acquisition cost less amortization of premium or accretion of discount.

BROKER

A broker brings buyers and sellers together so that he can earn a commission.

CERTIFICATE OF DEPOSIT ("CD")

A time deposit with a specific maturity, as evidenced by a certificate. Large-denomination CDs are typically negotiable.

COLLATERAL

Securities, evidence of deposit, or other property which a borrower pledges to secure repayment of a loan. Also refers to securities pledged by a bank to secure deposits of public monies.

COMMERCIAL PAPER

An unsecured short-term promissory note issued by corporations, with maturities ranging from 2 to 270 days.

COMPREHENSIVE ANNUAL FINANCIAL REPORT ("CAFR")

The official annual report for the City of Solana Beach. It includes five combined statements for each individual fund and account group, that are prepared in conformity with GAAP. It also includes supporting schedules that are necessary to demonstrate compliance with finance-related legal and contractual provisions, extensive introductory material, and a detailed statistical section.

COUPON. (a) The annual rate of interest that a bond's issuer promises to pay the bondholder on the bond's face value. (b) A certificate attached to a bond, that evidences interest due on a payment date.

REFERENCE MATERIALS

INVESTMENT GLOSSARY (Continued)

CURRENT MATURITY

Amount of time left to maturity of an obligation. (For example, a one-year bill issued nine months ago has a current maturity of three months.)

DEALER

A dealer, as opposed to a broker, acts as a principal in all transactions, buying and selling for his own account.

DEBENTURE

A bond secured only by the general credit of the issuer.

DELIVERY VERSUS PAYMENT

There are two methods of delivery of securities: (1) delivery versus payment (DVP); and (2) delivery versus receipt (DVR). DVP is delivery of securities with an exchange of money for the securities. DVR is delivery of securities with an exchange of a signed receipt for the securities.

DERIVATIVES

(1) Financial instruments that are linked to, or derived from, the movement of one or more underlying indexes or securities, and may include a leveraging factor; or (2) financial contracts based upon a notional amount whose value is derived from an underlying index or security (e.g., interest rates, foreign exchange rates, equities, or commodities).

DISCOUNT

The difference between the acquisition cost of a security and its value at maturity, when quoted at lower than face value. A security that sells below original offering price shortly after sale, is also considered to be at a discount.

DISCOUNT SECURITIES

Non-interest bearing money market instruments that are issued at a discount and that are redeemed at maturity for full face value (e.g., U.S. Treasury Bills).

DIVERSIFICATION

Dividing investment funds among a variety of securities that offer independent returns.

FACE VALUE

The principal amount owed on a debt instrument. It is the amount on which interest is computed and represents the amount that the issuer promises to pay at maturity.

FEDERAL CREDIT AGENCIES

Agencies of the Federal Government that were established to supply credit to various classes of institutions and individuals (e.g., S&Ls, small business firms, students, farmers, farm cooperatives, and exporters)

FEDERAL DEPOSIT INSURANCE CORPORATION (“FDIC”)

A federal agency that insures bank deposits, currently up to \$100,000 per deposit.

REFERENCE MATERIALS

INVESTMENT GLOSSARY (Continued)

FEDERAL FUNDS RATE

The rate of interest at which Fed funds are traded. This rate is currently pegged by the Federal Reserve through open-market operations.

FEDERAL HOME LOAN BANKS (“FHLB”)

Government-sponsored wholesale banks (currently 12 regional banks) that lend funds and provide correspondent banking services to member commercial banks, thrift institutions, credit unions, and insurance companies. The mission of the FHLBs is to liquefy the housing-related assets of its members, who must purchase stock in their District Bank.

FEDERAL NATIONAL MORTGAGE ASSOCIATION (“FNMA”)

FNMA, like GNMA, was chartered under the Federal National Mortgage Association Act in 1938. FNMA is a federal corporation working under the auspices of the Department of Housing and Urban Development (HUD). It is the largest single provider of residential mortgage funds in the United States. Fannie Mae, as the corporation is called, is a private stockholder-owned corporation. The corporation’s purchases include a variety of adjustable mortgages and second loans, in addition to fixed-rate mortgages. FNMA’s securities are also highly liquid and are widely accepted. FNMA assumes and guarantees that all security holders will receive timely payment of principal and interest.

FEDERAL OPEN MARKET COMMITTEE (“FOMC”)

The FOMC consists of seven members of the Federal Reserve Board and five of the 12 Federal Reserve Bank Presidents. The President of the New York Federal Reserve Bank is a permanent member, while the other Presidents serve on a rotating basis. The Committee periodically meets to set Federal Reserve guidelines regarding purchases and sales of government securities in the open market, as a means of influencing the volume of bank credit and money.

FEDERAL RESERVE SYSTEM

The central bank of the United States created by Congress and consisting of a seven-member Board of Governors in Washington, D.C., 12 regional banks, and about 5,700 commercial banks that are members of the system.

GOVERNMENT NATIONAL MORTGAGE ASSOCIATION (“GNMA” or “Ginnie Mae”)

Securities that influence the volume of bank credit which is guaranteed by GNMA and issued by mortgage bankers, commercial banks, savings and loan associations, and other institutions. A security holder is protected by the full faith and credit of the U.S. Government. Ginnie Mae securities are backed by the FHA, VA, or FMHM mortgages. The term “passthroughs” is often used to describe Ginnie Maes.

LIQUIDITY

A liquid asset is one that can be converted easily and rapidly into cash without a substantial loss of value. In the money market, a security is said to be liquid if the spread between bid and asked prices is narrow, and reasonable size can be done at those quotes.

LOCAL AGENCY INVESTMENT FUND (“LAIF”)

Monies from local governmental units may be remitted to the California State Treasurer for deposit in this special fund for the purpose of investment.

REFERENCE MATERIALS

INVESTMENT GLOSSARY (Continued)

MARKET VALUE

The price at which a security is trading and could presumably be purchased or sold.

MASTER REPURCHASE AGREEMENT

A written contract covering all future transactions between the parties to repurchase-reverse repurchase agreements, that establishes each party's rights in the transactions. A master agreement will often specify, among other things, the right of the buyer (lender) to liquidate the underlying securities in the event of default by the seller (borrower).

MATURITY

The date upon which the principal or stated value of an investment becomes due and payable.

MONEY MARKET

The market in which short-term debt instruments (e.g., bills, commercial paper, banker's acceptances) are issued and traded.

OFFER

The price asked by a seller of securities (when you are buying securities, you ask for an offer). See "Asked" and "Bid".

OPEN MARKET OPERATIONS

Purchases and sales of government and certain other securities in the open market by the New York Federal Reserve Bank, as directed by the FOMC in order to influence the volume of money and credit in the economy. Purchases inject reserves into the bank system and stimulate growth of money and credit; sales have the opposite effect. Open market operations are the Federal Reserve's most important and most flexible monetary policy tool.

PAR VALUE

The amount of principal that must be paid at maturity. Also referred to as the face amount of a bond.

PORTFOLIO

A collection of securities held by an investor.

PRIMARY DEALER

A group of government securities dealers that submit daily reports of market activity and positions, and monthly financial statements to the Federal Reserve Bank of New York, and are subject to its informal oversight. Primary dealers include Securities and Exchange Commission (SEC) -- registered securities broker-dealers, banks, and a few unregulated firms.

PRINCIPAL

The face value or par value of a debt instrument, or the amount of capital invested in a given security.

PRUDENT INVESTOR RULE An investment standard. A fiduciary, such as a trustee, may invest in a security if it is one that would be bought by a prudent investor acting in like capacity, who is seeking reasonable income and preservation of capital.

REFERENCE MATERIALS

INVESTMENT GLOSSARY (Continued)

QUALIFIED PUBLIC DEPOSITORIES

A financial institution that: (1) does not claim exemption from the payment of any sales, compensating use, or ad valorem taxes under the laws of this state; (2) has segregated for the benefit of the commission eligible collateral having a value of not less than its maximum liability; and (3) has been approved by the Public Deposit Protection Commission to hold public deposits.

RATE OF RETURN

The yield obtainable on a security based on its purchase price or its current market price.

RATING

The designation used by investor services to rate the quality of a security's creditworthiness.

REPURCHASE AGREEMENT ("RP" OR "REPO")

A holder of securities sells them to an investor with an agreement to repurchase the securities at a fixed price on a fixed date. The security "buyer", in effect, lends the "seller" money for the period of the agreement, and the terms of the agreement are structured to compensate him for this. Dealers use RP extensively to finance their positions. Exception: when the Fed is said to be doing RP, it is lending money (increasing bank reserves).

SAFEKEEPING

A service to customers rendered by banks for a fee whereby securities and valuables of all types and descriptions are held in the bank's vaults for protection.

SECONDARY MARKET

A market made for the purchase and sale of outstanding issues following the initial distribution.

SECURITIES AND EXCHANGE COMMISSION (SEC)

An agency created by Congress to administer securities legislation for the purpose of protecting investors in securities transactions.

SEC RULE 15c3-1

See "Uniform Net Capital Rule".

STRUCTURED NOTES

Notes issued by instrumentalities (e.g., FHLB, FNMA, SLMA) and by corporations, that have imbedded options (e.g., call features, step-up coupons, floating rate coupons, derivative-based returns) in their debt structure. The market performance of structured notes is affected by fluctuating interest rates; the volatility of imbedded options; and shifts in the yield curve.

TREASURY BILLS

A non-interest bearing discount security that is issued by the U.S. Treasury to finance the national debt. Most T-bills are issued to mature in three months, six months, or one year.

TREASURY BONDS

Long-term, coupon-bearing U.S. Treasury securities that are issued as direct obligations of the U.S. Government, and having initial maturities of more than 10 years.

REFERENCE MATERIALS

INVESTMENT GLOSSARY (Continued)

TREASURY NOTES

Medium-term, coupon-bearing U.S. Treasury securities that are issued as direct obligations of the U.S. Government, and having initial maturities of two to 10 years.

UNDERWRITER

A dealer who purchases a new issue of municipal securities for resale.

UNIFORM NET CAPITAL RULE

SEC requirement that member firms, as well as nonmember broker-dealers in securities, maintain a maximum ratio of indebtedness-to-liquid capital of 15 to 1. Also called *net capital rule* and *net capital ratio*. Indebtedness covers all money that is owed to a firm, including margin loans and commitments to purchase securities (one reason that new public issues are spread among members of underwriting syndicates). Liquid capital includes cash and assets easily converted into cash.

YIELD

The rate of annual income return on an investment, expressed as a percentage. (a) **INCOME YIELD** is obtained by dividing the current dollar income by the current market price for the security. (b) **NET YIELD** or **YIELD TO MATURITY** is the current income yield minus any premium above par or plus any discount from par in purchase price, with the adjustment spread over the period from the date of purchase to the date of maturity of the bond.

YIELD CURVE

A graphic representation that shows the relationship at a given point in time between yields and maturity for bonds that are identical in every way except maturity.

