



# City of Del Mar Operating & Capital Budget

Fiscal Years 2009-2010 & 2010-2011



*Dedicated to the Citizens of Del Mar  
1959-2009*

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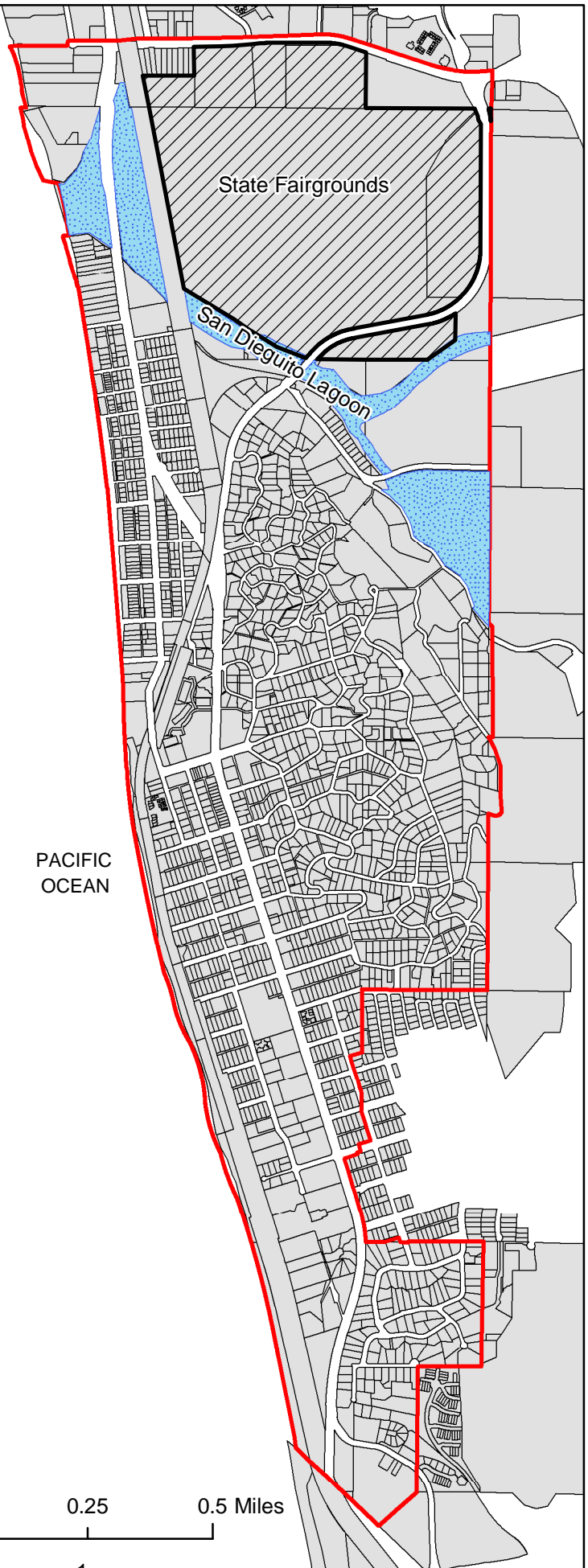
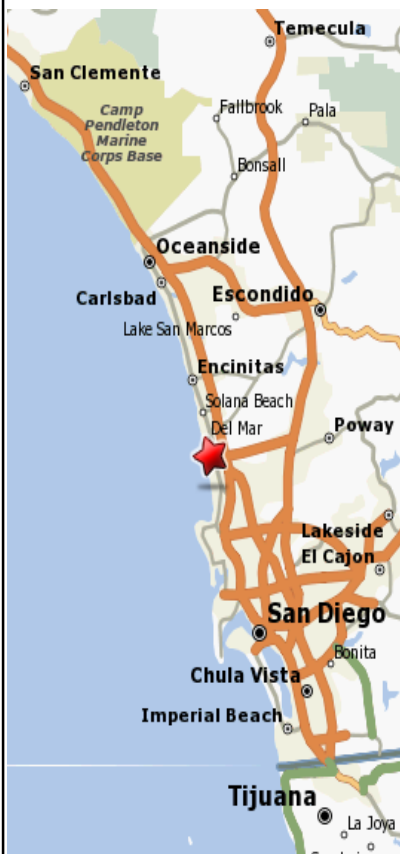
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# CITY OF DEL MAR

VICINITY MAP

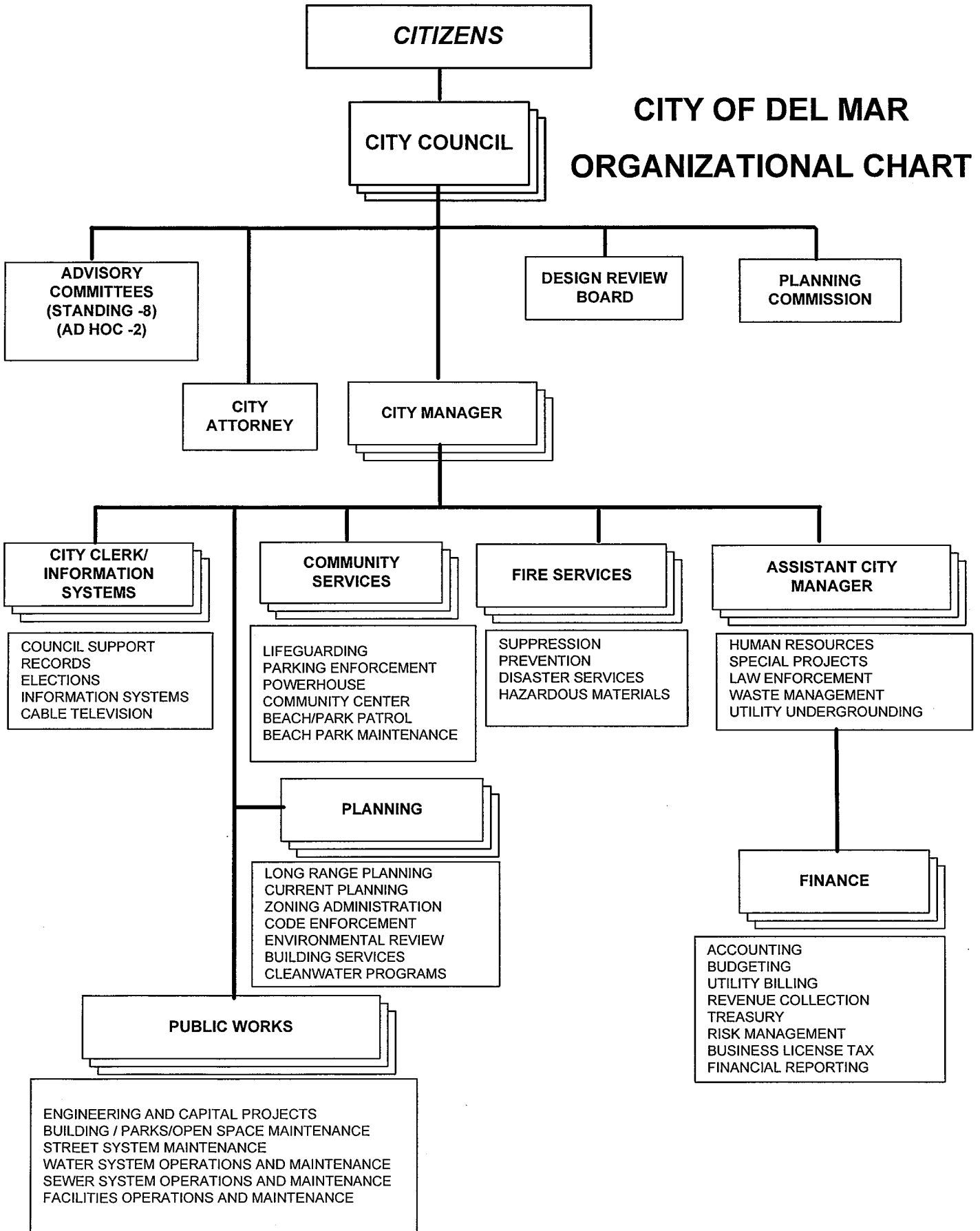


## Legend

-  State Fairgrounds
-  San Dieguito Lagoon
-  City Limits

0 0.25 0.5 Miles

# CITY OF DEL MAR ORGANIZATIONAL CHART



**CITY COUNCIL**

*Crystal Crawford*  
**Mayor**

*Richard Earnest*  
**Deputy Mayor**

*Carl Hilliard*  
**Councilmember**

*Mark E. Filanc*  
**Councilmember**

*Donald Mosier*  
**Councilmember**

**CITY MANAGER**

*Karen P. Brust*

**ASSISTANT CITY MANAGER**

*Mark Delin*

**CITY ATTORNEY**

*Leslie Devaney*

**INTERIM DIRECTOR OF PLANNING AND  
COMMUNITY DEVELOPMENT**

*Brian Mooney*

**CITY CLERK AND  
INFORMATION SYSTEMS DIRECTOR**

*Mercedes Martin*

**ACCOUNTING MANAGER/  
CITY TREASURER**

*Teresa S. McBroom*

**DIRECTOR OF COMMUNITY SERVICES  
AND LIFEGUARD CHIEF**

*Pat Vergne*

**CITY ENGINEER**

*Tim Thiele*

**PUBLIC WORKS DIRECTOR**

*David Scherer*

**SHERIFF CAPTAIN**

*Don Fowler*

# CITY OF DEL MAR

## CITIZEN BOARDS, COMMISSIONS AND ADVISORY COMMITTEES As of July 1, 2009

PLANNING COMMISSION	DESIGN REVIEW BOARD
Robin Nordhoff, <b>Chair</b>	Lee Haydu, <b>Chair</b>
John Kerridge, <b>Vice Chair</b>	T. Pat Stubbs, <b>Vice Chair</b>
Rick Ehrenfeld	Brooke Eisenberg-Pike
Bill Michalsky	Kelly Kaplan
Hershell Price	Nathan McKay
	Walter Papciak
	Tom Sohn

COMMUNICATIONS/TECHNICAL ADVISORY COMMITTEE	FINANCE COMMITTEE
Michael Dolan, <b>Chair</b>	Terry Gaasterland, <b>Chair</b>
Peter Glaser	Jeff Sturgis, <b>Vice Chair</b>
Walter Papciak	Brian Huster
Vacant	Kenneth Olson
Vacant	Preston Vorlicek
Carl Hilliard, Council Liaison	Vacant
Don Mosier, Council Liaison	Vacant
	Richard Earnest, Council Liaison
	Mark Filanc, Council Liaison

PARKS AND RECREATION COMMITTEE	TRAFFIC AND PARKING COMMITTEE
Rebecca Dembitsky, <b>Chair</b>	Steven McDowell, <b>Chair</b>
Pat Jacoby, <b>Secretary</b>	Edward Yuskiewicz
Karen Lockwood	Vacant
Alan Rubin	Vacant
Carol Steblay	Vacant
Mark Filanc, Council Liaison	Carl Hilliard, Council Liaison
Carl Hilliard, Council Liaison	Don Mosier, Council Liaison

ENERGY ISSUES ADVISORY COMMITTEE
Bruce Bekkar, <b>Chair</b>
Suzanne Bevash
Greg Hibbard
Daniel Nore
George Webb
Allan Wegner
Mark Filanc, Council Liaison
Don Mosier, Council Liaison

# CITY OF DEL MAR

## CITIZEN BOARDS, COMMISSIONS AND ADVISORY COMMITTEES As of July 1, 2009

SAN DIEGUITO LAGOON PRESERVATION COMMITTEE	FAIRGROUNDS MASTER PLAN AD HOC ADVISORY COMMITTEE
Dawn Rawls, <b>Chair</b>	Brooke Eisenberg-Pike
Liz Dernetz	Bud Emerson
Mark Fanque	Judd Halenza
John Graybill	Justin Kulongoski
Lee Haydu	Mike McLoughlin
Jim Jelley	Jan McMillan
Justin Kulongoski	Barbara Stegman
Jan McMillan	Mark Whitehead
Bill Michalsky	Jacqueline Winterer
Freda Reid	Crystal Crawford, Council Liaison
Richard Earnest, Council Liaison	Carl Hilliard, Council Liaison
Don Mosier, Council Liaison	

2004-2009 HOUSING ELEMENT AD-HOC ADVISORY COMMITTEE	AD-HOC FORM BASED CODE ADVISORY COMMITTEE
Bud Emerson	Phil Blair
Bertha Leone	Albert Corti
Robin Nordhoff	Dennis Cruzan
Barbara Stegman	Wayne Dernetz
Crystal Crawford, Council Liaison	Rick Ehrenfeld
Don Mosier, Council Liaison	Howard Gad
	Nancy Sanquist
	Holly Schofield McGoldrick
	Dwight Worden
	Richard Earnest, Council Liaison
	Carl Hilliard, Council Liaison

AD-HOC WATER CONSERVATION CITIZENS' ADVISORY COMMITTEE
Brooke Eisenberg-Pike (Chair)
Suzanne Bevash
Linda Chisari
Rick Ehrenfeld
Justin Kulongoski
Alan Rubin
Greg Hibbard (Alternate)
Karen Lockwood (Alternate)
Vacant
Carl Hilliard, Council Liaison
Don Mosier, Council Liaison

## ABOUT DEL MAR

### “Where the turf meets the surf”



Del Mar has always been a popular beach community, but over the years, the village has grown to be a permanent home for about 4500 residents. This small town of just two square miles includes winding tree-lined residential streets, 2.2 miles of beachfront fronted by bluffs, homes and beautiful parks, and a business area that straddles Camino Del Mar. With a year round average annual temperature of 72, residents consider Del Mar to be the perfect place to live.

The University of California, San Diego sits on the Torrey Pines Mesa several miles south of Del Mar on bluffs overlooking the Pacific Ocean. Proximity to the University has made Del Mar attractive to faculty and staff alike. The median age of Del Mar residents is 46.6, median household income is \$108,365, and the median educational level is a Bachelor's degree.

The landmark 22nd District Agricultural Association, commonly referred to as the Fairgrounds, was, when it was built in 1936, an important event for the City. The country was in the depths of the depression, and the Fairgrounds was seen as a “shot in the arm” to revive interest in Del Mar and increase land prices. Approval of pari-mutuel wagering in California triggered additional interest, and with assistance from the Worker's Progress Administration (WPA), the deal to build the Fairgrounds was closed.

Immediately, horse racing aficionados set about establishing a major racetrack for thoroughbred racing at the site. Bing Crosby, whom many will remember as a popular singer and movie actor, was the first president of the Del Mar Turf Club. Over the years, the Del Mar Race Track became a popular destination for Hollywood stars, and some of them, notably Jimmy Durante and Desi Arnaz, were also residents. The Del Mar Thoroughbred Club continues its racing meet for approximately seven weeks each summer attracting the best horses to Del Mar along with large numbers of racing fans.

The Fairgrounds continues to be a major presence in the City, and several years ago doubled the size of the grandstand and completed substantial remodeling of the facilities. Each year the County Fair runs for two weeks in June with thoroughbred racing beginning shortly thereafter and running through early September.

However, more important and enduring is the natural beauty of the City and the 2.2 mile stretch of incomparable beach that lures so many each summer. Del Mar takes considerable pride in the quality of our beaches and in the care of visitors provided through extensive lifeguard coverage.

Two of Del Mar's older buildings have now been remodeled for community activities. The St. James church, later a restaurant and office building, now houses the unique Del Mar Library complete with a large computer center, private reading areas, and a children's room. The Powerhouse building at the beach, which has been through many iterations over the years, formally opened as the Del Mar Community Center in December 1999. The City's recent acquisition of the 5.3 acre Del Mar Shores property will ensure the preservation of the last remaining developable parcel in the City as open space. All of these were made possible in large part because of the commitment of our residents and their generous contributions.

As is evident from the support of the people of Del Mar, our most valuable resource is the residents of the community who have pride in their community and remain committed to maintain its quality life style.



## MISCELLANEOUS STATISTICS

June 30, 2009

Date of Incorporation	July 15, 1959
Form of Government	Council/Manager Charter City
Population	4,591
Median Age	48
Median Household Income	\$117,640
Percent with Bachelor's Degree or Higher	73%
Percent with Graduate or Professional Degree	37%
Area	2 square miles
Climate:	
Average annual high temperature	70.5
Average annual low temperature	57
Annual precipitation	9.3"
Fire protection:	
Stations	1
Firefighters and officers	11
Fire incident responses	317
Emergency medical incident responses	173
Public service calls	137
Fire inspections	471
Culture and leisure:	
Parks	9.69 acres in 5 parks
Passive/Active Recreation Areas	300.38 acres including 200 acres Fairgrounds/Racetrack
Miles of beaches	2.2
Beach attendance	Approximately 2,000,000
Tennis Courts	2
Basketball Courts	1
Libraries/Number of Volumes	1/2,000

**MISCELLANEOUS STATISTICS**  
**JUNE 30, 2009**  
**(continued)**

Hotels:

Major hotel rooms	356
Average occupancy	68%
Average persons per stay	2.1
Average nights per stay	3.2
Average room rate	\$185

Education:

Schools:

Private	1
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Miles of streets	22.5
Street Lights	87

Water System:

Service connections	1,856
Fire Hydrants	300

Miles of sanitary sewers	24.37
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Employees:

Full-time	51
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# City of Del Mar



Date: October 8, 2009  
To: Honorable Mayor and City Council  
From: Karen P. Brust, City Manager  
RE: Adopted Budget for Fiscal Years 2009-2010 and 2010-2011

## **INTRODUCTION**

I am honored to present the Adopted Budget for Fiscal Years 2009-2010 and 2010-2011 which is balanced and supports the City Council's policies and priorities. This two-year Adopted Budget, which includes two single-year appropriations, provides for continued service to our community by maintaining our greatest resource, our employees. The balanced budget is in part achieved by continuing to not fill several vacant positions and the willingness of management and unrepresented employees' to forgo salary adjustments for the next two fiscal years.

The budget is similar to a work of art. The Executive Team has had to shape and reshape it until we could develop a resource plan that meets the City Council's priorities and deals with the revenue shortfalls and public safety expenditure increases that the City is facing.

As a result, the foundation of this next two year spending plan is focused on doing things differently in terms of how we do business and continuing to implement revenue enhancement strategies. I am committed to moving the City forward with less; however, it is imperative that we implement sustainable strategies. We are San Diego County's smallest city, and among the smallest 10 percent of cities within California, and I am confident that we will overcome the challenges facing all public agencies with continued style and grace. This is the Del Mar that I have come to know and love.

The unparalleled national and statewide economic crises are impacting every city. Led by the real estate and stock market collapse, the State of California is suffering a record deficit of \$60 billion. Its revenue recovery propositions, such as the May 19th Proposition 1A sales tax extension, Proposition 1C which would permit lottery borrowing, and Proposition 1D, which would permit state budget savings by redirecting First 5 funding, were all unsuccessful. Therefore, on July 28, 2009, Governor Schwarzenegger enacted legislation suspending Proposition 1A, which allows the State to borrow eight percent of city and special district property taxes, the vehicle license fee swap, and triple flip revenues for Fiscal Year 2008-2009, leading to a \$350,000 loss for the City. Staff has received Council authorization to participate in the Proposition 1A Securitization program which will allow the City to sell its Proposition 1A



receivable to bondholders in exchange for an immediate replacement of property tax revenues borrowed by the State. We are monitoring this situation very closely, and we will deal with changing circumstances as they unfold.

Led by declines in its sales tax and transient occupancy tax revenues, Del Mar has seen many of its revenues decline in Fiscal Year 2008-2009. As a largely tourism-based economy, the City has also seen declines in other visitor-based revenues such as parking meter income, parking violations, and red-light camera tickets. The sluggish economy has also impacted real estate development and the City has experienced declines in planning and development fees, and building and engineering fees, although these revenues are offset by declining expenditures for these services. Fortunately, the City's property tax revenue, its largest revenue source, remains strong. This past year, property tax revenue grew at 8.4 percent, the highest in the County, while the vast majority of San Diego cities have experienced a decrease in assessed value. Nevertheless, this time of challenging revenues coincides with increased expenditures such as the Shores Property maintenance and debt service costs, the increasing cost of public safety, the burden of supporting City infrastructure impacts of the 22<sup>nd</sup> District Agricultural Association, and the expected significant increase in future years' pension costs due to the \$18 billion loss of principal by the California Pension Employee Retirement System (CalPERS) in its portfolio related to the stock market crash.

### **SUCCESSSES**

In the last twelve months, through the leadership of the City Council, the Executive Team has been proactively identifying ways to increase City revenues, increase efficiencies, and decrease costs. Let me give you a glimpse of some of our successes over the past two years:

### **STRATEGIES FOR INCREASED REVENUE**

Many of the new revenue strategies came directly from the Fiscal Year 2008-2009 City Council goals and objectives that have been implemented or will be implemented shortly:

- Updated Clean Water fees – Thanks to our community support, starting July 1, 2009, the updated Clean Water Fees will go a long way to fund the costs of the Clean Water Program and decrease the impact on the General Fund.
- Updated Cost Allocation Plan – Cost allocation plans help local governments calculate indirect costs of the services they provide to help them recover these costs in fees and charges. The City's previous plan was based upon Fiscal Year 2002-2003 data and did not reflect current indirect costs. The update of the plan was completed and approved by Council in Spring of 2008. New administrative charges in the Water and Sewer Funds will help reimburse the General Fund for indirect costs of these programs.

- Updated Water and Sewer Rates, and Connection Fees – A new five-year schedule of water rates and charges was implemented effective July 1, 2009. The rates include drought rate schedules which can be implemented if required by mandated water consumption cutbacks. The rates are sufficient to keep the City’s utilities adequately funded in order to provide safe and reliable water supplies and sewer services while also fully reimbursing the General Fund for the services it provides in supporting the utility funds. Another cost recovery item that was updated were the City’s connection fees, which have not been adjusted since 1995.
- Updated Planning and Development Fees – The City’s planning and development fees, last updated in 2004, recover only a small portion of the costs the City incurs in reviewing and processing permits and development applications. The newly completed study indicates that the City recovers only about 20 percent of its overall costs for planning and development fees. Depending upon the cost recovery level selected by Council, and the amount of development activity that occurs, new revenues for the City could exceed \$400,000 annually. A \$50,000 increase in fees has been added for both budget years to reflect an assumption of some level of increased fees.
- Transient Occupancy Tax Increase – With much thanks to the community, on November 4, 2008, voters approved an increase in the City’s TOT from its current rate of 10.5 percent up to 13 percent by an overwhelming margin of 62.36 percent. In recognition of the fact that the soft economy is adversely impacting the hotel industry, the City Council enacted only a 1 percent increase from 10.5 to 11.5 percent. The one percent increase has been factored in the budget for the next two fiscal years. The silver lining is that the increased amount is enough revenue to allow the City to meet its maintenance of effort (MOE) with SANDAG to receive TransNet funding of nearly \$200,000 per year to be able to do resurfacing of roads and some streetscape in the downtown area. In this way, we are all working together for a more vibrant village.
- New Fire False Alarm Fees – Effective January 1, 2009, the City has been able to collect false fire alarm fees from repeat violators, and increase its rates for nuisance alarms to the Sheriff. Only a small amount of revenue has been recovered through this program thus far. The key is to incentivize our users of the City’s limited public safety resources for real emergencies and to reduce the calls for services related to malfunctioning alarms.
- Sidewalk Café Ordinance – In order to generate improvements in the downtown area, the City’s new sidewalk café ordinance is allowing the creation of new pedestrian-oriented areas that are already enhancing the ambience of our downtown, and helping the City’s economic base.

In addition to enhancing our revenue base, we have had some significant progress in increasing the efficiencies of City operations. This is a strong focus of the past budget cycle and the theme continues with the newly adopted two-year plan.

### **STRATEGIES FOR INCREASED OPERATIONAL EFFICIENCIES**

- Bringing a Deputy Public Works Director in-house for construction management services. This new position has been paid for by significant savings in construction management projects, and is anticipated to be fully chargeable to CIP projects this next budget cycle and thereafter. In addition, in this next two year cycle we will be reorganizing his responsibilities by having him take over some of the development reviews that we have traditionally outsourced to the City Engineering consultant. Although these are cost recovery from the applicant, the City will not have to pass the revenues through to the consultant. Additionally, the Deputy Director of Public Works will assume some of the Torrey Pines Bridge construction management responsibilities by which approximately 20 percent of his salary will be reimbursed by the federal government.
- Re-Bid engineering services – An RFP for city engineering services was put out this spring for the purpose of finding the most cost-effective and efficient way of meeting the City’s engineering needs. After 23 years with the same firm, the City wanted to competitively bid this service and also rethink the delivery of service model related to city engineering services and design services. Staff selected a new firm to provide City Engineering services, and named several other firms to provide as-needed engineering services. While there will be certain costs associated with the transition, this process has already resulted in cost savings as well, as it permits City staff to solicit competitive proposals from the different firms under contract.
- Legal Services – In order to ensure the most cost-effective delivery of high quality legal services, the City also did an RFP process for legal services this year. The City has had the same legal firm for the past ten years. With the retirement of the City Attorney, an opportunity to competitively bid the contract and to explore opportunities for a more efficient cost model was created. The new firm has been serving the City very effectively since July 1, 2009 and the negotiated fee structure should result in reduced costs to the City while maintaining or improving service levels with the focus on a true fixed fee retainer.
- Purchasing Policy – While a wholesale update of the City’s purchasing policy is still planned, the City Council has enacted an ordinance to allow the City Manager to sign service contracts and purchases up to \$15,000. Under the previous policy the City Manager had no authority to sign service contracts of any amount, so this change is

resulting in significant efficiencies of staff time in the form of fewer Council staff reports.

- Audit Services Re-Bid – The City has had its financial auditing firm for the past two years and has completed the process of securing a new auditing firm through the RFP process. The new auditor is on-board and the Fiscal Year 2008-2009 audit is nearly complete.
- Financial System Upgrade – An overview of the City's financial system by an independent consultant indicated that three major modules were missing from its financial system. The City has acquired the new modules and has successfully installed them. The staff has already experienced efficiencies with the increased functionality of the modules.

### **COST-SAVINGS MEASURES**

The Adopted Budget contains many cost savings measures designed to keep the City whole through this period of economic uncertainty. The strategy is to identify those cost control measures that can be implemented while continuing uninterrupted service delivery to city residents and business owners. The following are some of the primary drivers that enabled us to balance this budget:

- Revamping the Organization Structure for Efficiency - All new position vacancies will be thoroughly researched for cost-effectiveness before being filled. The planning director position is projected to continue to be filled by Brian Mooney on a less than full time basis, resulting in cost savings to the City. This spring the City had a new vacancy caused by the departure of an assistant planner – this position has been eliminated, to be replaced by a senior accountant in the Finance Department. Positions which will be kept vacant during this two-year budget include the planning technician, the planning intern, and the planning minutes clerk. In addition, the part-time administrative support position in the Fire Department has been eliminated.
- Salary savings – The current budget does not contain any cost of living increase for staff other than those represented employees in the final year of a three-year MOU who will receive a 2.5 percent cost of living adjustment July 1<sup>st</sup> and Fire employees who are expected to receive an increase on July 1<sup>st</sup>. All management and exempt employees will not receive cost of living adjustments during the two-year budget unless it can be demonstrated that City resources are sufficient.
- Reduction in Student Worker Programs – The Fire Student Worker program has been reduced in the Fire Department by 55 percent in recognition that since the inception of this program approximately six years ago, the Fire Department has achieved two-thirds of their goal to provide firefighter/paramedic skills on their team. The remaining funds will

enable them to continue to achieve a full complement of firefighter/paramedics on all three shifts.

- Planning Services – The Planning budget has been revised to include many cost savings measures, including the development of the form-based codes with existing staff complemented by an in-house temporary planner. Under the guidance of the interim Planning Director, the City will be securing two local university student graduate programs to support the charettes planned later in the year and the environmental process that may be necessary. In addition, to reflect the needs of the department, several staff reductions have been implemented including the elimination of a vacant Assistant Planner position. There is also no funding for the vacant Student Intern position, part-time Administrative Minutes Clerk, and vacant Planning Technician positions in both years. Note that there is one month funded in Fiscal Year 2009-2010 for the Administrative Minutes Clerk as the person currently employed will be leaving the City. This is a natural transition. There are no monies for a Downtown Specific Plan or outside consultants except as previously expressed; however, there are \$50,000 for finalizing the environmental process related to form based codes, including the Circulation Element program.
- Delay of Equipment Purchases – many purchases, though needed, have been deemed non-essential during this budget cycle, including replacing the City’s desktop computers, most of which are at least five years old. Vehicle purchases have also been removed from the budget unless provided for in the City’s equipment replacement fund. The City will be acquiring a new Backhoe and Rescue Boat which are fully depreciated and funded through the Equipment Replacement Fund. The City’s fire engine, which is an ideal candidate for replacement, will continue to be maintained until that time that the City can afford to replace it. Some funding has been set aside for this purchase.
- Delay of Repairs – Repairs to the City’s facilities such as the tenting of City Hall due to extensive termite infestation, replacement of rotted wood on the TV station and its leaking roof, etc. have been delayed until funding becomes available.
- Minimal Capital Improvement Program – outside of the major grant or rate funded capital projects, such as the Torrey Pines Bridge or 21<sup>st</sup> Street Sewer Pump Station, capital projects will be limited to modest road improvement programs adequate to allow the City to qualify for its Transnet funding. The City is focused on the Council’s priority of directing its efforts towards the downtown streetscape program, which is Transnet funding eligible.

### **THE GOOD NEWS AND FOCUS FOR THE NEXT TWO YEARS**

City services will continue uninterrupted. While the economy is likely to continue to struggle, Del Mar has many wonderful new opportunities. The sidewalk café ordinance has motivated

several restaurants to build new outdoor seating areas. Restaurants continue to be a primary contributor related to sales tax generation with over 50 percent of our sales tax coming from them. The new sidewalk cafés will add to that base and hopefully reenergize the downtown business owners to improve their properties to stimulate renewed interest in their properties. The City has been working with the 22<sup>nd</sup> DAA to discuss the need to support City services as it relates to the benefits they receive, namely with fire services and the capital infrastructure surrounding the Fairgrounds.

There is additional good news on the credit rating front. Moody's recently affirmed the City's aa3 rating on its general obligation debt, and Standard & Poor's upgraded the City two notches from AA to AAA on its general obligation debt. In this economy, achieving a triple-A rating is an extremely positive accomplishment. Standard & Poor's cited the City's affluent community, high real estate values, and the City's good financial management.

Increases to parking meter rates to \$3 per hour during the summer months will allow the City to be slightly more competitive with our adjacent private operators of parking and a newly negotiated contract for our red-light cameras will result in a more cost-effective approach for red-light enforcement. New planning and development fees will provide much needed support to the General Fund in terms of recovering costs.

The Adopted Budget meets or exceeds the minimum City contingency reserve policy without touching the Revenue Loss Reserve of \$500,000. While the City will attempt to manage through any budget issue, including the possible revenue borrowing by the State, without expending this reserve, the Reserve will be available in full in the case of a critical revenue shortfall.

The City is in the process of completing agreements for fire management services with the Cities of Encinitas, Solana Beach and the Rancho Santa Fe Fire Protection District. These services will enhance fire protection for the City and the region, and the proposed agreement as approved by the City Council will secure fire management services at a lower cost than budgeted.

In order to offset a 5.5 percent increase in the contract with the County for Sheriff Services, the City was able to negotiate a change in service level which reduces costs while maintaining the required level of service. The negotiated scope of service converts a motorcycle officer with a motorcycle to a deputy traffic officer with relief and a black and white sedan without other service changes. By making this change, the City saves nearly \$12,000 as compared to what was funded in the Fiscal Year 2009-2010 Operating and Capital Budget.

In terms of the size of the full-time equivalent workforce for the City, it remains constant with two changes which are the elimination of a vacant Assistant Planner and the addition of a Senior Accountant for the Finance Department. The Finance Department currently has no professional accountants except for the Accounting Manager. This department needs accounting expertise other than the manager to carry on the day to day accounting activities. As has been pointed out

for the past two years in the external auditor's recommendations, this is essential in addressing the City's financial and accounting needs.

### **MUST-DO'S FOR THIS BUDGET CYCLE**

This two-year budget contains several Council Priorities including:

1. Retiring the Shores Property Debt – with annual debt service of approximately \$300,000 it is imperative that this debt be removed from the City's balance sheet. Without additional contributions from the Friends of the Del Mar Parks, the Open Space Acquisition Reserve will be entirely exhausted through the payment of this debt during Fiscal Year 2010-2011 and the General Fund will begin to bear this burden. The City Council held a public meeting on June 15, 2009 to discuss this matter, and is currently exploring the various options available to retire this debt prior to the loan due date of November 2011.
2. Securing financing for the Beach Safety Center – the City must continue to actively seek grant funding or other means to rebuild its 17<sup>th</sup> Street Beach Safety Center. This aged structure has a plan approved by the community and is ready to go.
3. Completing streetscape – The City must pursue grant funding for streetscape which is an important element of its Downtown Revitalization Program. The American Recovery and Reinvestment Act Program funding that the City expects to receive of approximately \$149,000 is being programmed in the Capital Improvement Program in the next two years for this purpose.
4. Constructing capital improvement projects – In the next two years, the 21<sup>st</sup> Street Pump Station will be completed and the Torrey Pines Bridge will be well under construction. These are two very large and complex projects for the City.
5. Downtown Revitalization and Go Green Strategies – Focuses on continuing efforts to revitalize the downtown through a form based code process and incorporating opportunities to protect the environment. Included in this is considering preparing a Request for Proposals for the City Hall site. It is understood that a ground lease would be the most acceptable means by which to encourage a mixed use development. LEAD Strategies would be incorporated.

These are among some of the City Council's top priorities for the next two years. Others that are very important and will continue are Fire Safety, the San Dieguito Lagoon Restoration Project, Utility Undergrounding and the review of the environmental impact report for the 22<sup>nd</sup> DAA's Master Plan Update.

## SUMMARY

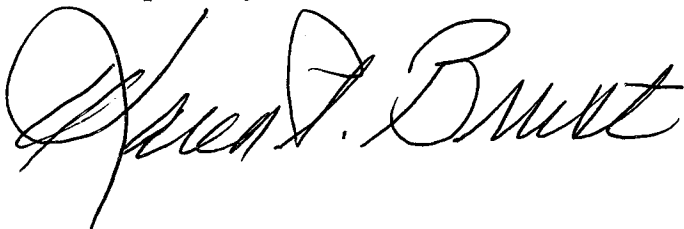
I want to thank the City Council for their leadership in providing us with their vision for a financially stable and vibrant community that places the needs of our residents first and foremost. I would also like to express my gratitude to the Executive Team for coming together and working through the issues in a collaborative approach to balance this two-year resource plan. This has been and may continue to be one of the most difficult periods facing the City. We are focused and ready to do what we need to do to keep the City on solid ground. I am thankful for the community because of their understanding and willingness to support me and the City on so many levels.

Del Mar is a rare gem that I feel very passionate about protecting and am committed to seeing us through whatever comes our way. Partnering together we can continue to protect the City and the quality of life that our community enjoys. My focus is on balancing interests, listening to what the residents feel is important and developing the means by which we can provide the services and amenities that our residents deserve. The Council has set the path and now we need to have the tools to achieve continued success. Del Mar celebrated its 50<sup>th</sup> birthday on July 15, 2009. I believe that we are destined for greatness in our next 50 years. I want to extend my thanks to our forefathers for their vision to create Del Mar. It is a wonderful community rich in culture, art and people who are truly committed to the City. Being a part of Del Mar has been and continues to be one of the most rewarding experiences in my career.

## SPECIAL THANKS

I would like to extend my gratitude to the Finance Department for their hard work and commitment in creating this Adopted Budget document. Special thanks to Teresa McBroome, Accounting Manager, Jay Lipscomb, Administrative Assistant, Vanessa Gonzalez, Assistant Management Analyst, Les Middleton, Accounting Technician, and Adele Crawford, Accounting Technician.

Respectfully submitted,

A handwritten signature in black ink, appearing to read "Karen P. Brust". The signature is fluid and cursive, with a large initial "K" and "B".

Karen P. Brust  
City Manager

## **EXECUTIVE SUMMARY**

### **Fiscal Years 2009-2010 and 2010-2011**

#### **Adopted Operating and Capital Budget**

The Adopted Fiscal Years 2009-2010 and 2010-2011 Budget is \$24,187,541 and \$34,432,276, respectively. This includes \$9,111,017 and \$9,062,503 in General Funds, respectively, \$4,626,840 and \$15,339,234 in Capital Improvement Program funds, respectively, and includes Workers' Compensation Fund expenditures of \$177,011 and \$185,862. Water Fund expenditures for the two years are \$2,888,074 and \$2,675,582, Clean Water Fund expenditures are \$467,259 and \$473,313, and Sewer Fund expenditures are \$4,955,442 and \$4,742,710, respectively.

The City's proposed two-year budget is balanced and meets two important City policies. It satisfies the General Fund 10 percent minimum contingency reserve requirement with projected Fiscal Year 2009-2010 and Fiscal Year 2010-2011 contingencies of 10.44 and 13.16 percent, respectively. It keeps the City's Revenue Loss Reserve whole at \$500,000, and funds an additional CalPERS reserve at \$150,000 in the second year to hedge against likely increases in retirement costs.

In addition, the budget satisfies the Finnell plan. The growth in revenues between the Fiscal Year 2008-2009 Budget and the first year of the two-year budget is 1.30 percent. When revenue growth rates are less than 5.4 percent, the Finnell Plan requires holding the growth in operating expenditures to 1.4 percent less than the growth in revenues. For Fiscal Year 2009-2010, this would result in a required reduction in expenditures of 1.30 percent less 1.4 percent for a net reduction in the budget of 0.1 percent. Despite required increases in Public Safety expenditures through the Fire MOU and Fire management services, operating expenditures have decreased by 3.04 percent in Fiscal Year 2009-2010. The growth in revenues between the Fiscal Year 2009-2010 Budget and the second year of the two-year budget is 2.17 percent. Applying the Finnell expenditure cap, expenditures should be 1.4 percent less than 2.17 percent growth, or should grow less than 0.77 percent. Once again the Finnell plan is more than met, with an actual reduction in expenditures of 0.52 percent compared to the prior budget year and the cumulative effect of the two year reductions is 3.54 percent.

The purpose of the Finnell plan was to identify a potential revenue stream, the difference between revenues and expenditures, as a means to fund the City's capital improvement program. The Finnell plan was developed in times of strong revenue

growth, when the difference between revenue growth and expenditure growth was sufficient to fund the City's capital needs. In this budget cycle, however, the reductions in operating expenditures have been achieved not as a way to fund capital, but as a way to rebuild the City's reserves that have been diminished by the Fiscal Year 2008-2009 operating results, with its losses in sales tax and transient occupancy tax revenues. The City is holding its capital program to the bare minimum, to fund projects by grants, or fund projects necessary to achieve its Transnet match.

The adopted budget includes all costs that the City must bear due to the purchase of the Shores property. The debt service portion of these costs will exhaust the Open Space Acquisition Fund in Fiscal Year 2010-2011 and will begin impacting the General Fund, which also bears the responsibility for funding the maintenance of this property.

This budget eliminates the Assistant Planner position and transfers a similar level position to the Finance Department in the form of a Senior Accountant. It eliminates funding for the Planning Technician and Minutes Clerk, and eliminates the clerical support position in Fire. The budget honors existing labor agreements including the new Fire MOU, but freezes all cost of living adjustments for management and exempt employees for both years of the two-year budget cycle. The budget assumes procurement of Fire Management Services with the exact contractual services to be determined. In terms of capital improvements, the construction of a new City Hall and 17<sup>th</sup> Street Beach Safety Center are not funded.

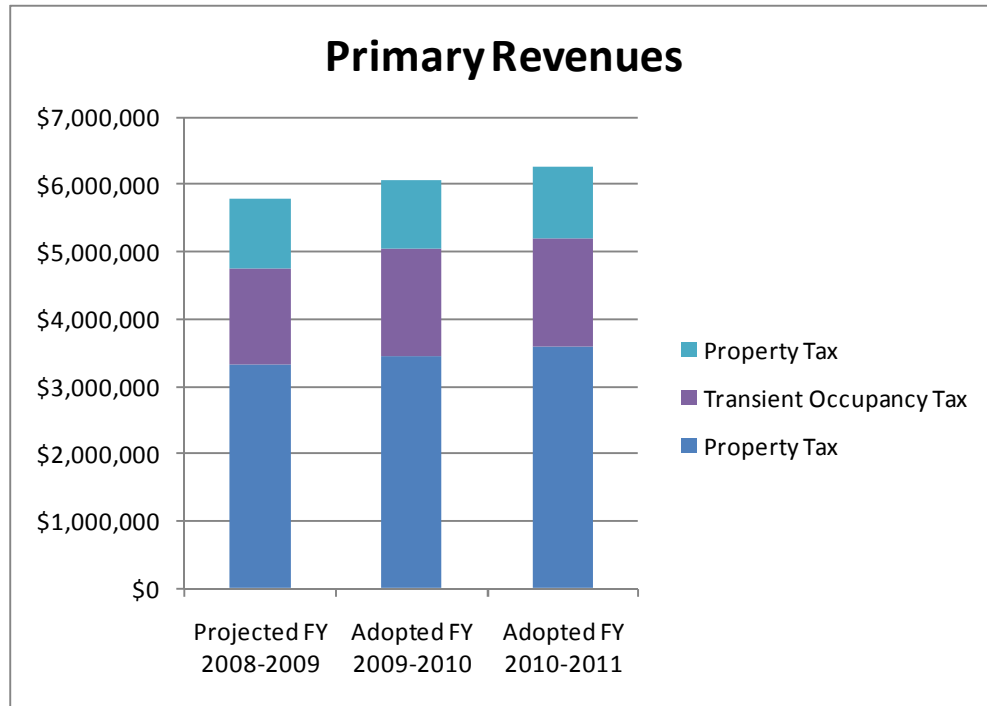
The discussion below is arranged as follows. First, a look at the major revenues is presented, followed by a discussion of the General Fund and other fund expenditures, including the City's three enterprise funds and the Capital Improvement Program. This is followed by a discussion of the City's reserves.

## **REVENUE AND EXPENDITURE PICTURE:**

### **Revenues**

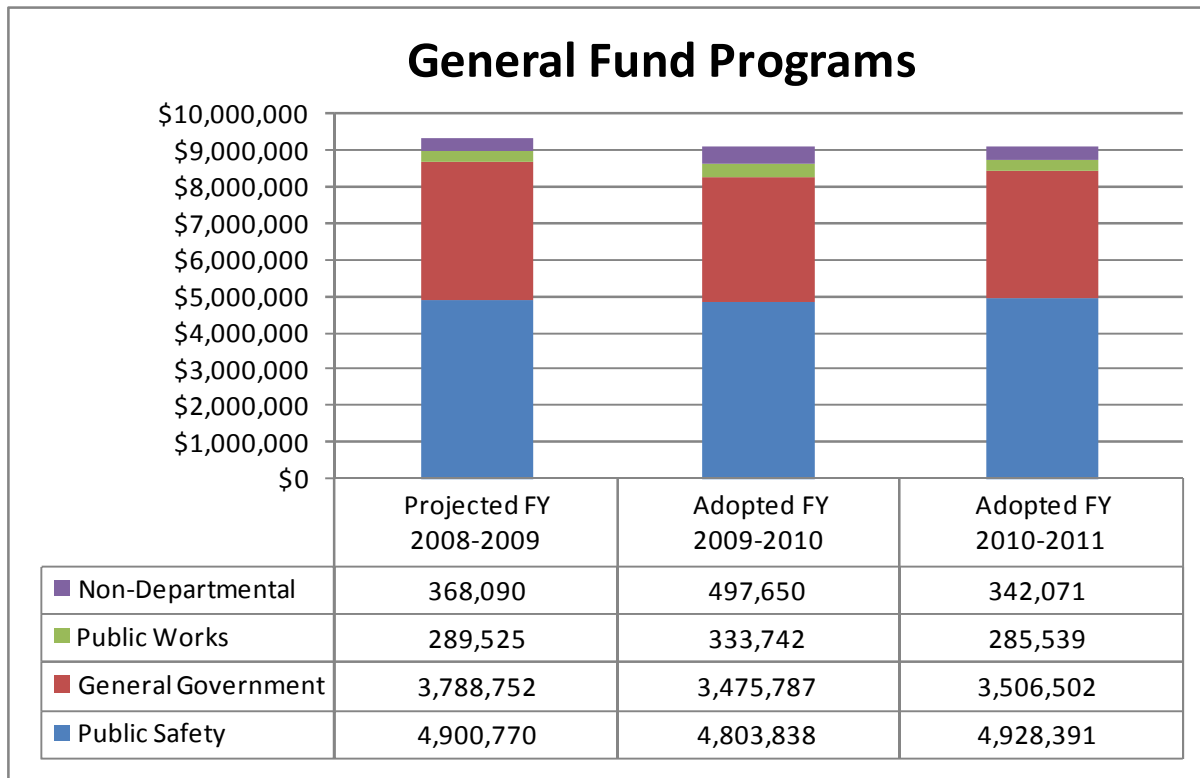
Our three primary supporting revenues of General Fund services are property taxes, sales tax and transient occupancy taxes which make-up almost 64 percent of our overall General Fund revenue. Based on our updated projections for Fiscal Years 2009-2010 and 2010-2011, we anticipate that overall the combined big three revenues are relatively flat, growing about 4 percent in Fiscal Year 2009-2010 and 3 percent in Fiscal Year 2010-2011. The primary source of increase is an assumed one percent increase in the TOT effective Fiscal Year 2009-2010, and continued strong property tax growth at 4 percent for both years. Modest declines in sales tax revenues are projected for the first budget year, with a slight recovery in Fiscal Year 2010-2011. While there are many encouraging factors in sales tax revenues, such as the new sidewalk cafes and the Arena roof at the Fairgrounds, the continued economic uncertainty suggests

using a more conservative estimate. A graphic of the primary three revenues is shown below.



### Expenditures – General Fund

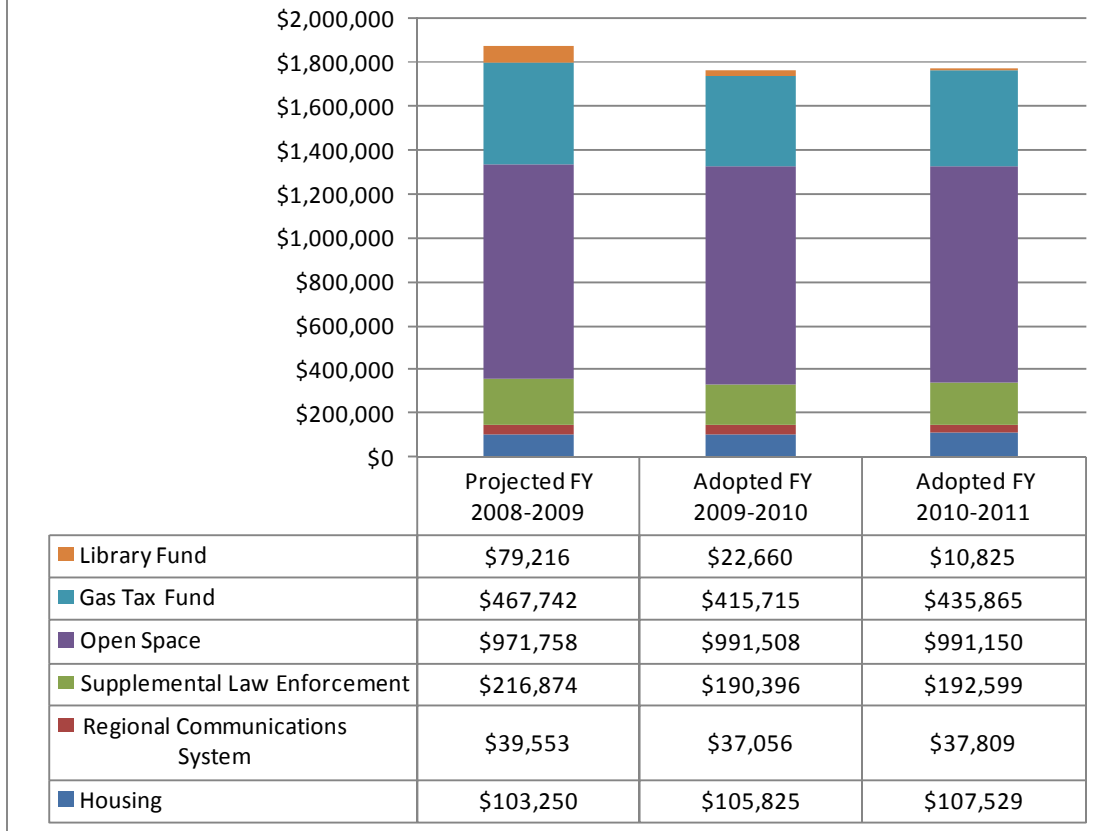
General Fund expenditures will decline by seven percent over the two-year budget cycle. Reductions have been implemented across all departments, with the elimination of reimbursement of travel costs for training, deferral of equipment purchases, deferral of maintenance where possible, and reductions in seasonal staffing and contractual services. The largest percentage drop of over 6 percent occurs in the General Government budget, and is primarily due to decreased costs in Planning Services (decrease in personnel costs), and Information Services (decreases in software maintenance and retirement of debt service). Public Safety declines 2 percent with decreases in Lifeguard Services and Parking Enforcement offset by increases in Patrol and Traffic Enforcement, and Fire Protection. The Sheriff’s contract will grow only 1 percent in the first year and 2 percent in the second. The increase in Fire Management Services due to the anticipated costs of a new provider will add approximately \$156,000 to the budget in both years; however, this cost increase has been offset by a reduction in the Fire Student Worker Program of \$56,000 in both years.



The Public Works increase between Fiscal Year 2008-2009 and Fiscal Year 2009-2010 is due to the Public Works Department assuming responsibility for maintenance of the City Hall, Annex and TV Studio. Note that Non-Departmental costs listed in the chart do not include equipment purchases funded by the Equipment Replacement Reserve.

In addition to the General Fund Program, there are Other Governmental Programs. These programs differ in that they have their own dedicated funding sources. However, the General Fund provides the balance of funding for these programs that are not funded by these other sources.

## Other General Governmental Expenditures



Other General Governmental Expenditures decline six percent over the two-year budget cycle. The largest decline in percent (86 percent) and dollars is in the Library Fund, which sees the retirement in February 2009 of the capital lease the City entered into to fund the Del Mar Library. The Supplemental Law Fund shows the second largest decrease of 11 percent, primarily due to reductions in contractual law enforcement services for special events – with the alcohol ban, less enforcement services have been needed. The Gas Tax Fund, which provides for street maintenance, landscape and lighting declines 7 percent over the two-year period, primarily due to reductions in street maintenance through new contract efficiencies. The Regional Communications System supports the City’s 800 MHz safety communications system. It shows a modest 4 percent decline as the City’s note payable with the County of San Diego to fund system costs reaches maturity. The Housing Fund shows an increase of 4 percent over the two years to reflect anticipated increases in rental subsidy. The Open Space Fund, the largest of the Other General Governmental Expenditures shows a 2 percent increase that is due to many factors. The primary factor is the addition of Shores Property Debt Service starting in November 2009. This cost is larger than that of the Powerhouse capital lease, which is retired and off the City’s books in January 2009. In addition the Open Space Fund has an increase in Parks maintenance contractual services.

## **Enterprise Funds**

### **Raw Water**

Staff recommends a budget increase of \$202,037 for a revised budget of \$1,068,373 as compared to the prior year Fiscal Year 2008-2009 budget of \$866,336. Currently, we pay \$463 for Melded M&I untreated water. The San Diego County Water Authority's new rate for Calendar Year (CY) 2010 will be \$532 per Acre Feet (AF). The transportation rate increases from \$64 to \$67 per AF. Therefore, the raw water costs which includes other minor rate adjustments is increased for Fiscal Year 2008-2009 in the amount of \$202,037. We are projecting continuing increases in raw water costs. Since the budget is only based upon projections for Fiscal Year 2010-2011, actual costs could trigger the pass-through provisions of the Water Ordinance. However, we are hopeful that the estimate of \$1,211,600 for Fiscal Year 2010-2011 will be adequate and avoid a pass through of these raw water costs.

### **Treated Water**

The cost to treat and transport our water will be \$123.66 per AF. Staff has also included \$50 per AF for the amortized costs associated with our portion of upgrades to the Miramar Treatment Plant. Formal review and negotiation of these expected costs has yet to occur. The \$50 per AF is a recommended costs based upon a prior estimate by San Diego. The budget of \$251,373 includes our annual capacity fee of \$19,840. The estimate for Fiscal Year 2010-2011 is \$257,551, based upon a treated water cost of \$127.90 per AF.

### **Metro Treatment and JPA costs**

The current estimate from the San Diego Wastewater for Fiscal Year 2009-2010 for the cost to treat the City's wastewater is \$728,089, the budget is recommended at \$740,000 to include the Metro Commission JPA costs which usually amount to about \$3,500. The Fiscal Year 2008-2009 Budget with our Metro / JPA cost included was \$686,932. The estimate for Fiscal Year 2010-2011 is \$770,000.

### **Wastewater Transportation**

The cost to Transport the City's wastewater through the San Diego Municipal System prior to the Metro System is \$172,240 for Fiscal Year 2009-2010 versus \$166,681 for Fiscal Year 2008-2009. The estimate for Fiscal Year 2010-2011 remains at \$172,240.

Staff has been working with the Council Liaisons and the City Attorney to reach an agreement with the City of San Diego concerning the transportation agreement. Of all

the cities and agencies that use the City of San Diego's system for transportation of wastewater to the Metro System, Del Mar is the only agency with a valid agreement. Because of this fact, most agencies are being asked to execute a new agreement which alters the prior terms significantly. Del Mar continues to negotiate terms of this new agreement. The current contract is scheduled to expire in Fiscal Year 2012-2013. The City has continuing options to extend in 10 year increments. One of the remaining unresolved issues includes the CIP costs for relocation and reconstruction of Pump Station 65. The City of San Diego at one time requested payment from Del Mar in an amount in excess of \$3 million. Staff has negotiated a cost at about 10% of this amount.

### **Capital Improvement Program**

Each year in its review of proposed capital projects, the City Council also considers, as part of its planning, the potential effects the capital projects will have on the budget. Generally, regular capital maintenance of our streets and infrastructure acts to reduce overall costs through preventative maintenance. Potential but unknown cost savings could result in the reduction of claims against the City for accidents resulting from insufficient maintenance of streets, medians, sidewalks, and other public areas.

The CIP budget in this two-year budget continues to be very lean. Funding is anticipated to drop in several areas. No Open Space capital improvements are included in this budget proposal, which is a reduction from the Fiscal Year 2008-2009 Open Space Capital Budget of \$322,150. General CIP expenditures will increase from \$3,342,215 in Fiscal Year 2008-2009 to \$4,626,840 in Fiscal Year 2009-2010 and to \$15,339,234 in Fiscal Year 2010-2011. These budgets include Proposition 42 and Transnet Funds. However, the vast majority of this budget increase is the expected expenditure for the initial construction phase of the Torrey Pines Bridge in the amount of \$4,000,000 for Fiscal Year 2009-2010 and \$15,000,000 in Fiscal Year 2010-2011. Fiscal Year 2008-2009 included \$1,467,642 in Torrey Pines Bridge costs. Therefore, the Non-Torrey Pines Bridge expenditures for Capital Projects in the General Fund are being reduced from \$1,552,423 to \$626,840 and \$339,234 for the two budget years. For Fiscal Year 2009-2010, street resurfacing is funded by Transnet for \$310,000 and streetscape is funded by the American Recovery and Reinvestment Act (ARRA) for \$149,000. For Fiscal Year 2010-2011, street resurfacing is funded by Transnet for \$307,234. Proposition 42 funds are projected at \$32,000 for both years for street resurfacing. The Torrey Pines Bridge Construction proposed for Fiscal Years 2009-2010 and 2010-2011 are 100% funded by the State and Federal Highway Administration funds.

The private undergrounding assessment districts are proceeding and are on schedule. This coming year will include getting bids for the construction and holding the vote for

the various districts. The City's General Fund owns parcels in the North Hills Undergrounding District, and its estimated cost is \$85,000 which is included in the General Fund CIP. The Undergrounding Reserve of \$50,000 is being used to fund a portion of the General Fund portion.

In our ongoing effort to maintain our City's water reservoirs, this year's water program has been modified slightly from what we had planned to do. The work on the two steel reservoir tanks planned for Fiscal Year 2008-2009 will be undertaken now in Fiscal Year 2009-2010. A new roof to replace the old wood roof on the Zuni Reservoir is planned and the cost estimate is \$500,000. A similar roof as was constructed in Fiscal Year 2008-2009 for the 11<sup>th</sup> Street Reservoir is planned. Both years include \$100,000 for the City's portion of the Undergrounding Districts due the number of water properties within the district boundaries as proposed. For Fiscal Year 2010-2011, only the normal bi-annual maintenance projects are planned in the amount of \$120,000 and \$25,000 for telemetry system upgrades.

For the Sewer System, staff is also finalizing the design for the replacement of the 21<sup>st</sup> Street Pump Station. This \$5.7 million dollar project will take two years to construct and will be financed by the State Revolving Fund. We anticipate advertising for bids in summer. Planning and engineering for bi-annual maintenance programs in the amount of \$55,000 and \$25,000 for telemetry system upgrades are planned in conjunction with the 21<sup>st</sup> Street Lift Station for Fiscal Year 2009-2010. For Fiscal Year 2010-2011, only the normal bi-annual maintenance project is planned in the amount of \$120,000 in addition to the final construction year for the 21<sup>st</sup> Street Pump Station project.

Both the water and sewer capital programs for Fiscal Year 2009-2010 include \$12,500 each for a total of \$25,000 to replace a portion of the roof on the utility owned Public Works building at 2240 Jimmy Durante Boulevard.

## **RESERVES**

As indicated, the Adopted Budget is balanced and all reserves have been maintained according to City policies. Reserve levels have been thoroughly evaluated during this budget process and adjustments made where appropriate. The discussion below will focus on fund balances important to the funding level of the City as a whole, or otherwise managed specifically to support the funding level of City objectives.

As indicated, the General Fund Contingency Reserve policy of between 10 to 20 percent of operating expenditures has been satisfied with levels of 10.44 and 13.16 percent, respectively. Other reserves within the General Fund include a restricted Self-Insurance Reserve, which is funding the difference between the City's self-insured retention of \$100,000 to \$125,000 over the next three years. The two-year budget works towards the new retention amount, increasing the reserve to \$110,222 in the first

year, and \$120,509 in the second year. The General Fund also contains a series of designated reserves. A Revenue Loss Reserve of \$500,000 is expected to remain untouched during the two-year budget. A new reserve for Sidewalk Cafés has been added, and is projected to be funded with \$4,000 in each year of the budget. This reserve is funded by fees from the sidewalk cafes, and will be dedicated to downtown streetscape improvements. The Software Licensing Reserve is expected to remain intact, without additional funding or expenditures, in this two-year budget cycle. The City's Undergrounding Reserve of \$50,000 will be expended in Fiscal Year 2009-2010 to fund the estimated \$85,000 in City's costs of the General Fund-owned parcels in the North Hills Undergrounding District. A new reserve has been created out of the General Fund – due to the potential for the City's CalPERS retirement contributions to increase markedly due to the losses in the CalPERS portfolio, the City will begin to fund against potential rate increase. The proposed budget begins funding this new reserve in Fiscal Year 2010-2011 with a contribution of \$150,000. The City's Equipment Replacement Fund provides a mechanism to manage the procurement of small capital equipment. The Equipment Replacement Reserve is funded by depreciation schedules to the equipment designated in this fund, although funding for Equipment Replacement is deferred in this budget cycle. The Fiscal Year 2009-2010 draw from this fund is \$190,731 to fund minor capital equipment, and the draw is 45,800 in Fiscal Year 2010-2011. The largest item in Fiscal Year 2009-2010 is a replacement backhoe for \$84,697, an updated telephone system serving City Hall and Fire for \$30,000, and a \$23,547 replacement truck for Public Works. The primary purchases the second year are replacement vehicles for Community Services. The ending balance for this fund is projected at \$384,924 in Fiscal Year 2010-2011.

In Fiscal Year 2007-2008, two restricted funds have been pulled from the General Fund and moved into separate funds, the Housing Fund and the Grants Fund. This recommendation was developed by staff based upon the entire General Fund being included as discretionary revenue growth in the Transnet Maintenance of Effort calculation, and was further recommended by the accounting consultant retained by the City for services associated with the Fiscal Year 2007-2008 audit. The Housing Fund is anticipated to grow over the two years, increasing from \$854,370 in the beginning of the first budget year to \$929,900 by the end of Fiscal Year 2010-2011. As these funds accumulate, staff will be coming to Council to request that the Housing Corporation recommend uses for this money to address our low-income housing requirements under State Law. The Grants Fund does not typically carry a balance but holds the proceeds of state and federal grants until they are expended.

In the Open Space Fund, the City's Tree Reserve will have its \$49,700 projected beginning balance drawn down to zero to fund two successive years of fuel reduction programs by the Fire Department. The Open Space Acquisition Fund, which has a

beginning balance of \$428,915, will be drawn down completely to fund Shores Property debt service by the end of Fiscal Year 2010-2011 unless significant new contributions are received from the Friends of the Del Mar Parks. With this fund exhausted, the General Fund will need to supply the remaining debt service.

Finally, the City's Workers' Compensation Fund is considered to be a special purpose fund, Internal Service Fund, through which the City is self-insured for its Workers' Compensation liability. The current actuarial study has indicated that the City was significantly overfunded in this fund. The City has reduced contribution rates in the two-year budget to better meet its funding requirement. The City's Workers' Compensation Fund will continue to be superfunded beyond the 90 percent confidence level, and represents a planned reduction in funding levels.

The City has three enterprise funds, Water, Sewer and Clean Water. The Water Fund will meet or exceed its required Rate Stabilization Fund and Operating Reserve requirement in both years. Capital reserves will exceed the \$350,000 minimum in both years at \$1,108,704 and \$1,063,704. The Fund is projected to have an unreserved contingency of \$265,267 and \$1,063,704 in the two budget years.

The Sewer Fund will meet its Rate Stabilization Fund and Operating Reserve requirement in both years. The Capital Reserve exceeds the \$350,000 minimum in the first year at \$452,737 and second year at \$352,737. Note that unreserved contingencies of \$1,153,973 and \$1,744,228 are ample to fund any shortfalls in the specific reserves. The Sewer Fund will be supporting the construction of the \$5.7 million 21<sup>st</sup> Street Sewer Pump Station, to be funded by a combination of cash and proceeds from a State Revolving Fund loan. \$4.7 million of SRF proceeds are assumed to be received in the two-year budget.

The final enterprise fund is the Clean Water Fund. This fund will not normally carry a fund balance as expenditures will typically be equal to service charge revenues. It relies on the General Fund for a buffer against annual variations in revenues and expenditures.



GOVERNMENT FINANCE OFFICERS ASSOCIATION

*Distinguished  
Budget Presentation  
Award*

PRESENTED TO

**City of Del Mar  
California**

For the Biennium Beginning

**July 1, 2007**

President

Executive Director

The Government Finance Officers Association of the United States and Canada (GFOA) presented a Distinguished Budget Presentation Award to City of Del Mar, California for the Biennial Budget beginning July 01, 2007. In order to receive this award, a government unit must publish a budget document that meets program criteria as a policy document, as an operations guide, as a financial plan, and as a communications device.

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

**RESOLUTION NO. 2009 - 45**

**A RESOLUTION OF THE CITY COUNCIL OF THE  
CITY OF DEL MAR, CALIFORNIA ADOPTING THE FISCAL YEARS 2009-2010 and  
2010-2011 OPERATING AND CAPITAL IMPROVEMENT BUDGETS**

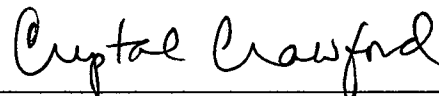
**WHEREAS**, the City Council has reviewed the recommendations for Fiscal Years 2009-2010 and 2010-2011 Operating and Capital Improvement Budget during the Budget Workshops held on May 20, 2009 and May 21, 2009; and

**WHEREAS**, the City Council has been presented with and has reviewed and approved the Capital Improvement Program for Fiscal Years 2009-2010 and 2010-2011 along with additional recommendations and appropriations setting the levels of reserves and other related expenditures.

**NOW, THEREFORE, BE IT RESOLVED**, that the City Council does hereby approve and adopt the Fiscal Years 2009-2010 and 2010-2011 Budget for the City of Del Mar including the necessary appropriations as shown on Exhibit 1 entitled "City of Del Mar 2009-2010 Operating and Capital Improvement Budgets" and "City of Del Mar 2010-2011 Operating and Capital Improvement Budgets".

**BE IT FURTHER RESOLVED**, that the City Manager has the authority to move appropriations between programs as long as the total dollars do not exceed that approved by the City Council.

**PASSED AND ADOPTED** by the City Council of the City of Del Mar, California, this 22nd day of June 2009.



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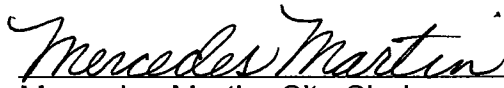
Crystal Crawford, Mayor  
City of Del Mar

ATTEST AND CERTIFICATION:

STATE OF CALIFORNIA  
COUNTY OF SAN DIEGO  
CITY OF DEL MAR

I, Mercedes Martin, City Clerk of the City of Del Mar, California, DO HEREBY CERTIFY, that the foregoing is a true and correct copy of Resolution 2009-45, adopted by the City Council of the City of Del Mar, California at a Regular Meeting held the 22nd day of June 2009, by the following vote:

AYES: Councilmember Mosier, Hilliard, Deputy Mayor Earnest and  
Mayor Crawford  
NOES: None  
ABSTAIN: None  
ABSENT: Councilmember Filanc

  
\_\_\_\_\_  
Mercedes Martin, City Clerk  
City of Del Mar


RESOLUTION NO. 2009 - 49

A RESOLUTION OF THE CITY COUNCIL OF THE  
CITY OF DEL MAR, CALIFORNIA ADOPTING THE COMPENSATION PLANS FOR  
THE MANAGEMENT AND PROFESSIONAL, GENERAL, AND SEASONAL  
EMPLOYEES

**WHEREAS**, the City Council has been presented with and has reviewed the compensation plans for Management and Professional, General, and Seasonal employees for inclusion in the Fiscal Years 2009-2010 and 2010-2011 Operating and Capital Improvement Budgets;

**NOW, THEREFORE, BE IT RESOLVED**, that the City Council does hereby approve and adopt the proposed compensation plan for the Management and Professional, General, and Seasonal employees as shown in Exhibit 1.

**PASSED AND ADOPTED** by the City Council of the City of Del Mar, California, this 22nd day of June 2009.

  
\_\_\_\_\_  
Crystal Crawford, Mayor  
City of Del Mar

ATTEST AND CERTIFICATION:

STATE OF CALIFORNIA  
COUNTY OF SAN DIEGO  
CITY OF DEL MAR

I, Mercedes Martin, City Clerk of the City of Del Mar, California, DO HEREBY CERTIFY, that the foregoing is a true and correct copy of Resolution 2009-49, adopted by the City Council of the City of Del Mar, California at a Regular Meeting held the 22nd day of June 2009, by the following vote:

AYES: Councilmember Mosier, Hilliard, Deputy Mayor Earnest and  
Mayor Crawford  
NOES: None  
ABSTAIN: None  
ABSENT: Councilmember Filanc

  
\_\_\_\_\_  
Mercedes Martin, City Clerk

**RESOLUTION NO. 2009 - 50**

**A RESOLUTION OF THE CITY COUNCIL OF THE  
CITY OF DEL MAR, CALIFORNIA ESTABLISHING THE PROPERTY TAX RATE  
AND FIXED CHARGE ASSESSMENTS FOR BONDED INDEBTEDNESS FOR  
FISCAL YEAR 2009-2010**

**WHEREAS**, the total net taxable secured and unsecured assessed valuation of the City is now estimated at \$2,439,359,000 full value; and

**WHEREAS**, the amount of revenue to be raised from the tax base, according to the voter approved bonded indebtedness, thereby established the rate of property tax required.


**NOW, THEREFORE, BE IT RESOLVED**, that the property tax rate for the City of Del Mar for the Fiscal Year ended June 30, 2010, be and hereby is established at \$0.00622 per \$100 assessed value which shall be apportioned in the following amount. (Exhibit 1)

WILDFIRE PROTECTION 1999 GENERAL OBLIGATION BONDS:

\$0.00622 PER \$100 ASSESSED VALUE

**BE IT FURTHER RESOLVED**, that whereby Special Assessment District 99-1 (Seawall Construction) and Special Assessment District 2001-01 (Ocean View/Pines) require a flat charge assessment to be raised for bonded indebtedness, be approved as shown on Exhibits 2 and 3, as the flat charge assessments for Fiscal Year 2009-2010.

**PASSED AND ADOPTED** by the City Council of the City of Del Mar, California, this 22nd day of June, 2009.

  
\_\_\_\_\_  
Crystal Crawford, Mayor  
City of Del Mar

ATTEST AND CERTIFICATION:

STATE OF CALIFORNIA  
COUNTY OF SAN DIEGO  
CITY OF DEL MAR

I, Mercedes Martin, City Clerk of the City of Del Mar, California, DO HEREBY CERTIFY, that the foregoing is a true and correct copy of Resolution 2009-50, adopted by the City Council of the City of Del Mar, California at a Regular Meeting held the 22nd day of June, 2009, by the following vote:

AYES: Councilmember Mosier, Hilliard, Deputy Mayor Earnest and  
Mayor Crawford  
NOES: None  
ABSTAIN: None  
ABSENT: Councilmember Filanc

  
\_\_\_\_\_  
Mercedes Martin, City Clerk  
City of Del Mar

RESOLUTION NO. 2009-51

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF DEL MAR, CALIFORNIA, ESTABLISHING THE APPROPRIATIONS LIMIT FOR FISCAL YEAR 2009-2010.

**WHEREAS**, Constitutional Article XIII-B (Propositions 4 and 111) places an appropriations limitation on State and Local Government; and

**WHEREAS**, this appropriations limitation is based on proceeds of taxes adjusted annually from the base Fiscal Year 1986-1987 by either the population growth factor for the City of Del Mar or for the County of San Diego, and by either the change in the California Per Capita Personal Income or the change in Non-Residential Construction for the City of Del Mar; and


**WHEREAS**, the City has received inflation and population data from the State Department of Finance to calculate the Fiscal Year 2009-2010 Appropriations Limit; and

**WHEREAS**, the City Council of the City of Del Mar wishes to select those options providing the greatest ratio of change as shown below:

Change in California Per Capita Personal Income <u>(inflation factor)</u>	County Population Change <u>(population factor)</u>	<u>Factor</u>
1.0062	1.0126	1.0189

**NOW, THEREFORE, BE IT RESOLVED**, that the appropriations limit be established at \$19,027,472 and that the City Council does hereby adopt the annual appropriations limitation for Fiscal Year 2009-2010, and selects the options for calculation using the population growth of the County of San Diego and the change in California per Capita Personal Income.

**PASSED AND ADOPTED** by the City Council of the City of Del Mar, at a Regular Meeting held the 22<sup>nd</sup> day of June 2009.


  
Crystal Crawford, Mayor  
City of Del Mar

ATTEST AND CERTIFICATION:

STATE OF CALIFORNIA  
COUNTY OF SAN DIEGO  
CITY OF DEL MAR

I, Mercedes Martin, City Clerk of the City of Del Mar, California, DO HEREBY CERTIFY that the foregoing is a true and correct copy of Resolution No 2009-51, adopted by the City Council of the City of Del Mar, California, at a Regular Meeting held the 22<sup>nd</sup> day of June, 2009 by the following vote:

AYES: Councilmember Mosier, Hilliard, Deputy Mayor Earnest and Mayor Crawford  
NOES: None  
ABSENT: Councilmember Filanc  
ABSTAIN: None

  
Mercedes Martin, City Clerk  
City of Del Mar

RESOLUTION 2009-53

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF DEL MAR, CALIFORNIA, APPROVING THE STATEMENT OF INVESTMENT POLICY FOR FISCAL YEAR 2009-2010 AND AUTHORIZING THE CITY TREASURER TO MAKE INVESTMENTS

WHEREAS, the City Council, pursuant to Title 5, Division 2, Part 1 of the Government Code of the State of California, is authorized to invest surplus monies belonging to the City as is more particularly set out in Section 53601 of said Code; and

WHEREAS, the City Council, pursuant to Section 53607 of the Government Code, is authorized to delegate said authority to the City Treasurer; and

WHEREAS, it is good practice for the City Council to review the Statement of Investment Policy as more particularly set out in Section 53646 of said Code.

NOW, THEREFORE, BE IT RESOLVED, by the City Council of the City of Del Mar, California, that it does hereby approve the Statement of Investment Policy detailed in Exhibit 1 of this Resolution and authorizes the City Treasurer to invest surplus monies belonging to the City of Del Mar in accordance with said Investment Policy.

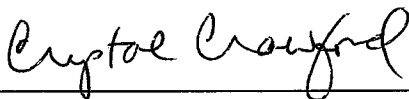
PASSED, APPROVED AND ADOPTED at a Regular Meeting of the City Council of the City of Del Mar, held on the 27<sup>th</sup> day of July 2009, by the following vote:

AYES: Mayor Crawford, Councilmembers Filanc, Hilliard and Mosier


NOES: None

ABSENT: Deputy Mayor Earnest


ABSTAIN: None

  
CRYSTAL CRAWFORD, Mayor  
City of Del Mar

ATTEST:

  
Mercedes Martin, City Clerk  
City of Del Mar

APPROVED AS TO FORM:

  
Leslie E. Devaney  
City Attorney

## BUDGET PROCESS

The City of Del Mar’s budget process is an on-going, dynamic activity involving City Council, City staff, and City residents. While each year’s budget process includes certain specific steps in the development of the current year’s figures, the budget also addresses the City Council’s “Must-Do’s,” Strategic Initiatives, and Operational Initiatives.

The budget process begins each year with a Council workshop early in the calendar year and is completed with the budget adoption in June. Residents of the City of Del Mar are actively involved in determining the policies and direction of the City and in developing long-term objectives designed to enhance the natural beauty of the City and to anticipate infrastructure maintenance. This budget document attempts to communicate to readers that those priorities are considered in the budget process.

The City’s budget provides the structural basis for general operations, capital improvement projects, and overall financial planning. This document is a link between prior and future years with regard to planning the financial future of the City and to measure the distance we have traveled to accomplish our goals. In 1999, the Council approved our first two-year budget as an additional tool for long-range financial planning. Prior to Fiscal Year 2006-2007, Del Mar’s two-year budget was best described as a “rolling” two-year budget, as Council went through a complete budget process annually. In Fiscal Year 2006-2007, and again in Fiscal Year 2008-2009, staff analyzed the second year of the two-year request and prepared an update for Council adoption. This budget is Del Mar’s first “true” two-year budget as the Council approved the separate appropriations for both Fiscal Years 2009-2010 and 2010-2011.

The following table illustrates the budget process:

<b>BUDGET PROCESS STEPS</b>	<b>Feb</b>	<b>Mar</b>	<b>Apr</b>	<b>May</b>	<b>Jun</b>
City Council Workshop		X			
Departments Submit Budget Requests to Finance		X			
City Manager Reviews Requests with Finance Director and Department Heads			X		
City Manager Submits Proposed Budget to City Council				X	
City Council Conducts Budget Workshops				X	
City Council Adopts Budget					X

The City Council follows a process whereby the “Must-Do’s,” Strategic Initiatives, and Operational Initiatives are developed for the next two fiscal years. This workshop provides the essential framework around which staff works to propose a budget for Council deliberation.

The second major activity of the budget process is the two-day budget workshop during which the Council receives daily public input, hears presentations from all Department Heads on proposed budgets, evaluates revenue estimates, thoroughly reviews the proposed capital projects, and makes decisions regarding the final budget. The City Manager incorporates the Council’s decisions into the budget and presents the final budget at a regularly scheduled Council meeting in June. Copies of the budget are available for public review at City Hall, the local library and on the City’s website.

A majority of the Council, at least three out of the five, must vote to approve the budget. Generally, however, there is strong consensus and final votes on the budget have not been controversial. The budget is adopted at the program level for operating expenditures, the project level for capital expenditures and on a line item basis for revenues. This budget was approved by Council at their regularly scheduled meeting on June 22, 2009.

### **Budget Reviews**

The budget is monitored monthly by the Finance Department and Department Heads using internal reports, which compares actual revenues and expenditures to-date with budgeted amounts. On a quarterly basis, the Finance Department completes a comprehensive report to the City Council, and subject to majority Council approval, adjusts budget figures to incorporate financial information that was not available at the time the budget was adopted and to provide funds for unanticipated events. These reports are reviewed by the Finance Committee, which may make recommendations for Council consideration.

Outside the context of the quarterly reviews, Council may amend the budget upon approval of a resolution to do so. The City Manager has the authority to approve budget transfers between programs within the same fund, but only Council may authorize transfers between funds. Department Heads may transfer funds between accounts within a specific program under their direction with the exception of personnel and capital expenditures, which must also be approved by the City Manager.

### **Basis of Accounting**

The financial statements are prepared in accordance with Generally Accepted Accounting Principles. All general government funds are accounted for on a modified accrual basis, which means that revenues are recognized when they become susceptible to accrual, that is

when they are measurable and available to finance expenditures of the current period; expenditures are recognized when the fund liability is incurred. Enterprise funds (Water, Wastewater and Clean Water) are accounted for on a full accrual basis, which is similar to accounting for a business. Revenues and expenditures are recorded for the period in which the transactions are earned.

### **Basis of Budgeting**

The basis for budgeting is modified accrual for the governmental funds which is also used as its basis of accounting, as described above. The Water, Wastewater and Clean Water Enterprise funds are budgeted on the full accrual basis. Departments may encumber, and the City budgets as expenditures, those items that are under contract at the end of the fiscal year or associated with an outstanding purchase order. Encumbrances are re-appropriated in the following fiscal year with the First Quarter Financial Report.

## **BUDGET POLICIES**

The City Council, and by direction the City Manager, have developed and continue to re-assess guiding principles that set the course of the budget preparation. As part of developing their “Must-Do’s,” Strategic Initiatives, and Operational Initiatives, the City Council reaffirms and re-evaluates the policies that govern budget development. This session allows for shifts in direction to respond to changes in the fiscal and political climate from within the City and from other governmental entities, whose decisions can directly affect the resources of the City. These principles have as their basis the imperative to provide necessary services, to maximize the City’s resources, to plan for future improvements, and to meet goals in the context of realistic revenue projections. Department Heads are responsible for initiating program budgets within the context of policy guidelines and objectives established by the City Council. The City Manager carefully evaluates requested departmental budgets to ensure they effectively address stated objectives. The following policies provide the framework for budget development and guide the decision-making process:

### **Financial Policies**

It is the City’s policy and practice to complete a budget that is balanced and has a minimum 10 percent contingency reserve in the General Fund in order to ensure the City’s continuing financial health. The contingency reserve calculation is the percent the ending unreserved balance is of the total of General Fund expenditures. As part of the budget adoption process in June 2000, the City Council approved an expanded reserve policy providing for, in addition to the 10 percent minimum contingency reserve, a mandatory review of reserves should the contingency reserve reach 20 percent. Council may consider one-time expenditures that do not increase recurring operating costs; increase or establish new reserves to address future goals; or establish new programs but only in the context of multi-

year revenue and expenditure projections. Quarterly financial reports to Council also allow for close monitoring of the estimated revenues and budgeted expenditures, and offer an opportunity to make corrections if needed.

The City has an Equipment Replacement Reserve in the General Fund to fully fund the replacement cost of equipment and vehicles. Each equipment purchase is “depreciated”, using the estimated replacement cost, over the normal life of the item. The total of the annual depreciation is transferred from the General Fund Contingency Reserve to the Equipment Replacement Reserve. The annual purchase of replacement equipment is funded from that reserve.

In 2007, the Council adopted a financial objective to provide funding for future capital projects. This objective was in response to the results of a 20-year forecast of revenues, operating expenditures and capital projects. Because funding for future capital projects was inadequate, the financial objective caps the growth of operating expenditures as a percentage of the projected growth of revenues. The Fiscal Years 2009-2010 and Fiscal Years 2010-2011 budgets meet this financial objective.

### **Cash Management**

The basic tool for management of the City’s cash is the investment policy approved annually by the City Council in compliance with State of California law. Staff monitors cash daily in order to maximize investment opportunities. Bank balances include only cash necessary to cover daily needs, and excess cash is invested in the State Local Agency Investment Fund (LAIF). The remaining funds are invested in government agencies and corporate notes, laddered to coincide with significant debt service payments.

### **Debt Policy/ Capital Financing**

The City’s debt policy is maintained by the Finance Department and is reviewed annually as a part of the budget process. The City has no legal limitations on the amount of debt it may issue, but has adopted conservative practices in which it funds most projects through a Pay-As-You-Go (cash financing) basis. It is the City’s policy to attempt to finance its capital at the lowest possible cost, while also reducing interesting rate risk. The City also endeavors to maintain as high as possible credit rating in order to reduce its cost of capital.

For its Enterprise Funds, the City will typically use revenue bonds and certificates of participation. The State Revolving Fund may be used subject to availability of funding. The City’s policy requires strict adherence to bond covenants for debt service coverage and reserve funding.

The City uses a series of financing mechanisms for projects in its General Fund. The methods below are the most commonly used.

For general obligation bonds and assessment districts, it is the City's policy to ensure that the minimum required reserve as required by bond covenants is always maintained. In addition it is the City's policy to hold a small operating reserve in the order of 10 to 15 percent of annual debt service to help maintain smooth and predictable millage rates and assessments. The City adheres to all continuing disclosure and significant event reporting requirements.

The City may enter into capital financing arrangements using long-term or short-term or variable instruments. Typically, these will be structured as lease-out/lease-back arrangements or capital leases. It is the City's policy to project its revenues and expenditures for a rolling five-year period in order to ensure that it can meet its debt service obligations. It is also the City's policy to have sufficient unrestricted cash reserves to act as a hedge against variable interest rate risk.

### **Conservative Revenue Estimates**

The Finance Department is responsible for preparing the revenue estimates for the new budget document. Using a variety of sources including historical trends and information obtained from County, State and other governmental organizations, the goal is to have realistic projections that are still conservative. Current revenues must exceed current expenditures in order to achieve a balanced budget, and the City believes fiscal conservatism provides a strong basis from which to achieve other budget policies.

### **Provide Necessary Services**

The City Council and staff continue to actively promote cost effective means of providing necessary services to the residents of the City. The budget receives careful scrutiny to ensure that streets and roads are maintained and cleaned, that trash is picked up, that utility service is provided in the most cost-effective, equitable manner, and that residents are assured a safe community. Del Mar is a community of considerable natural beauty with the ocean and spacious beaches at our doorstep and winding densely vegetated hillsides that overlook the sea. Such natural attractions also draw visitors to the City who, through patronage of local businesses, provide sales tax and transient occupancy tax revenues to the City. Maintenance and enhancement of the City's beaches and parks is included in the overall policy direction, and each budget reflects that commitment.

## **Future Planning**

The City prepares a two-year operational budget and a five-year capital improvement budget every other year. The budget consists of two single-year appropriations and along with the five-year capital plan are analyzed over the course of both years and are subject to review and update, with any changes submitted to Council for approval.

The current two-year budget incorporates a new financial model which looks ahead at City revenues expenditures for a seven-year period. The model tracks reserve levels and adherence to reserve policies and allows the City to proactively adjust programs as needed to meet future budgetary constraints. The model includes all of the City's revenues and expenditures in all funds, and identifies areas of possible General Fund subsidies to programs.

## **Enterprise Funds**

In conjunction with the capital improvements in the enterprise funds, utility rates for both water and sewer were adopted in 2009 for a five-year period. Rates and charges are sufficient to fund the required capital improvements, operating expenditures, and reserve requires for the five-year period. Due to the potential of mandatory reductions in water consumption, a drought rate schedule was also adopted which will allow the City to adjust rates in accordance with any level of mandatory cut in consumption. Due to the Bighorn court decision in July 2006, utility rates are now subject to the majority protest requirements of Prop 218. The new water and sewer rates received only 37 protest votes, or about one percent of the ratepayers, which the City believes is a testament to the open process in which the rates were set with extensive community input.

The Clean Water Fund is also supported by a new five-year rate schedule, which once again received few protest votes. The funds received from the new rates and charges should be sufficient to fund the program and allow the City to meet its various programmatic responsibilities.

**PROPOSITION 4**  
**GANN APPROPRIATIONS LIMIT**

Article XIII-B of the California State Constitution places limits on the amount of revenue that can be spent by all entities of government. It is the City's responsibility to annually calculate its appropriations limit, which became effective in fiscal year 1978/79 and can be increased by factors including the change in population, the change in the California Per Capita Personal Income or the local change in property tax assessments due to non-residential construction.

The law provides for voter approval of an override that allows cities to exceed their appropriations limit. In November 1992, Del Mar voters approved such an override that was effective for four years ending in Fiscal Year 1995-1996.

Substantial improvements at the Fairgrounds in 1992, including the construction of additional grandstands at the racetrack, ultimately allowed the City to increase its appropriations limit to a point where we believe there will be no need for future voter approval of an override.

With the adoption of the Fiscal Year 2009-2010 budget, the appropriation limit for the City of Del Mar is \$19,027,472 which is \$11,805,640 over the proceeds of taxes.

On the next page, the reader will find the calculation of the proceeds of taxes.

**CITY OF DEL MAR  
CALCULATION - PROCEEDS OF TAXES  
FY 2009/10**

<b>FUND</b>	<b>ESTIMATED FY2009/2010</b>	<b>PROCEEDS OF TAXES</b>	<b>NON-PROCEEDS OF TAXES</b>
<b>GENERAL FUND</b>			
PROPERTY TAX	3,451,831 t	3,451,831	
PROPERTY TAX IN LIEU OF VLF	371,355 t	371,355	
SALES AND USE TAX	1,016,447 t	1,016,447	
PROPERTY TAX IN LIEU OF SALES TAX	376,545 t	376,545	
TRANSIENT OCCUPANCY TAX	1,586,343 t	1,586,343	
FRANCHISE TAXES	328,429 np		328,429
BUSINESS LICENSE TAX	184,831 t	184,831	
REAL PROPERTY TRANSFER TAX	50,000 t	50,000	
SALES TAX - SAFETY	63,809 np		63,809
LICENSES & PERMITS	19,840 t	19,840	
JUNIOR LIFEGUARDS	51,500 np		51,500
PARKING PERMITS	7,262 np		7,262
MOVING VIOLATIONS	137,100 np		137,100
PENALTIES	4,342 np		4,342
PARKING VIOLATIONS	629,069 np		629,069
ADMINISTRATIVE CITATIONS	7,500 np		7,500
INVESTMENT EARNINGS - PROPERTY TAX	- np		-
INVESTMENT EARNINGS - HOUSING	- np		-
INVESTMENT EARNINGS - SELF INSURANCE	3,222 np		3,222
RENTAL INCOME	43,662 np		43,662
PARKING METER INCOME	412,918 np		412,918
VEHICLE LICENSE FEE	10,814 t	10,814	
HOMEOWNER EXEMPT	25,000 t	25,000	
OFF HWY IN-LIEU	- t	-	
SOLANA BEACH CONTRACT	15,600 np		15,600
STATE GRANTS	- np		-
FEDERAL GRANTS	- np		-
ON-TRACK PARAMUTUAL	49,005 np		49,005
OFF-TRACK PARAMUTUAL	44,508 np		44,508
SOLID WASTE	2,884 np		2,884
CHARGES FOR PLANNING SERVICES	503,326 np		503,326
HOUSING IN LIEU	- np		-
SALE OF PROPERTY	12,000 np		12,000
ADMINISTRATIVE CHARGE	505,745 np		505,745
NUISANCE ALARM REIMBURSEMENT	2,940 np		2,940
BOOKING FEES RETURN	- np		-
MISCELLANEOUS	46,937 np		46,937
<b>SUB-TOTAL GENERAL FUND</b>	<b>9,964,764</b>	<b>7,093,006</b>	<b>2,871,758</b>
GENERAL INTEREST	89,631	63,800	25,831
<b>TOTAL GENERAL FUND</b>	<b>10,054,395</b>	<b>7,156,806</b>	<b>2,897,589</b>

**CITY OF DEL MAR  
CALCULATION - PROCEEDS OF TAXES  
FY 2009/10**

<b>FUND</b>	<b>ESTIMATED FY2009/2010</b>	<b>PROCEEDS OF TAXES</b>	<b>NON-PROCEEDS OF TAXES</b>
<b><u>LIBRARY FUND</u></b>			
CONTRIBUTIONS	25,000 np		25,000
CONTRIBUTIONS - FRIENDS	- np		-
<b>TOTAL LIBRARY FUND</b>	<b>25,000</b>	<b>-</b>	<b>25,000</b>
<b><u>GAS TAX FUND</u></b>			
INVESTMENT EARNINGS	7,140 np		7,140
STATE GAS TAX	84,517 np		84,517
STATE GRANTS	- np		-
PERS SURPLUS/INTEREST	- np		-
FRANCHISE FEE	- np		-
MISCELLANEOUS	- np		-
<b>TOTAL GAS TAX FUND</b>	<b>91,657</b>	<b>-</b>	<b>91,657</b>
<b><u>OPEN SPACE FUND</u></b>			
CONSTRUCTION TAX	19,501 t	19,501	
PERMITS	423,121 np		423,121
ON-TRACK PARAMUTUAL	32,932 np		32,932
OFF-TRACK PARAMUTUAL	29,372 np		29,372
STATE GRANTS	- np		-
FEDERAL GRANTS	- np		-
LOCAL GRANTS	- np		-
CONTRIBUTIONS	22,847 np		22,847
TREE MITIGATION	3,000 np		3,000
<b>SUB-TOTAL OPEN SPACE FUND</b>	<b>530,773</b>	<b>19,501</b>	<b>511,272</b>
INVESTMENT EARNINGS	14,280	525	13,755
<b>TOTAL OPEN SPACE FUND</b>	<b>545,053</b>	<b>20,026</b>	<b>525,027</b>
<b><u>SUPPLEMENTAL LAW FUND</u></b>			
SUPPLEMENTAL LAW GRANT	100,000 np		100,000
<b>TOTAL SUPPLEMENTAL LAW</b>	<b>100,000</b>	<b>-</b>	<b>100,000</b>
<b><u>REGIONAL COMMUNICATIONS FUND</u></b>			
PROPERTY TAX	45,000 t	45,000	
<b>TOTAL REGIONAL COMMUNICATIONS</b>	<b>45,000</b>	<b>45,000</b>	<b>-</b>

CITY OF DEL MAR  
 CALCULATION - PROCEEDS OF TAXES  
 FY 2009/10

<u>FUND</u>	<u>ESTIMATED FY2009/2010</u>		<u>PROCEEDS OF TAXES</u>	<u>NON-PROCEEDS OF TAXES</u>
<b><u>GRANTS FUND</u></b>				
STATE	15,441	np		15,441
FEDERAL	-	np		-
LOCAL	-	np		-
TOTAL GRANTS FUND	15,441		-	15,441
<b><u>HOUSING FUND</u></b>				
INVESTMENT EARNINGS	24,442	np		24,442
CDBG	-	np		-
HOUSING IN LIEU	120,000	np		120,000
TOTAL HOUSING FUND	144,442		-	144,442
<b><u>WILDFIRE PROTECTION DEBT SERVICE FUND</u></b>				
PROPERTY TAX	182,578	np		182,578
INVESTMENT EARNINGS	2,000	np		2,000
TOTAL WILDFIRE DEBT	184,578		-	184,578
<b><u>CAPITAL IMPROVEMENT FUND</u></b>				
FEDERAL GRANTS	3,541,200	np		3,541,200
STATE GRANTS	458,800	np		458,800
LOCAL GRANTS	-	np		-
INVESTMENT EARNINGS	15,000	np		15,000
TOTAL CAPITAL IMPROVE FUND	4,015,000		-	4,015,000
<b><u>PROP 42 FUND</u></b>				
STATE GRANTS	32,000	np		32,000
INVESTMENT EARNINGS	-	np		-
TOTAL PROP 42 FUND	32,000		-	32,000
<b><u>TRANSNET FUND</u></b>				
TRANSNET	184,500	np		184,500
ARRA	149,000	np		149,000
INVESTMENT EARNINGS	-	np		-
TOTAL TRANSNET FUND	333,500		-	333,500
<b>TOTAL GENERAL GOVERNMENT</b>	<b>15,586,066</b>		<b>7,221,832</b>	<b>8,364,234</b>

CITY OF DEL MAR  
 CALCULATION - PROCEEDS OF TAXES  
 FY 2009/10

<u>FUND</u>	<u>ESTIMATED FY2009/2010</u>	<u>PROCEEDS OF TAXES</u>	<u>NON-PROCEEDS OF TAXES</u>
<b><u>WORKER'S COMPENSATION FUND</u></b>			
CONTRIBUTIONS	128,163 np		128,163
INVESTMENT EARNINGS	27,601 np		27,601
TOTAL WORKER'S COMPENSATION FUND	155,764	-	155,764
<b><u>WATER UTILITY FUND</u></b>			
PENALTIES	9,007 np		9,007
NON-RATE CHARGES FOR SERVICE	11,197 np		11,197
INVESTMENT EARNINGS	7,308 np		7,308
WATER SALES	1,659,935 np		1,659,935
READY TO SERVICE CHARGE	819,454 np		819,454
CURRENT SERVICE FEES	10,043 np		10,043
GRANT FUNDS	-		-
CONTRIB. IN AID	-		-
PERS SURPLUS/INTEREST	-		-
MISCELLANEOUS	21,453 np		21,453
INTEREST BOND PROCEEDS	-		-
TOTAL WATER FUND	2,538,397	-	2,538,397
<b><u>CLEAN WATER FUND</u></b>			
PENALTIES	1,500 np		1,500
INVESTMENT EARNINGS	2,400 np		2,400
SERVICE CHARGES	459,579 np		459,579
GRANT REVENUE	5,000 np		5,000
TOTAL CLEANWATER FUND	468,479	-	468,479
<b><u>SEWER UTILITY FUND</u></b>			
PENALTIES	9,894 np		9,894
INVESTMENT EARNINGS	21,706 np		21,706
SERVICE CHARGES	1,237,626 np		1,237,626
USAGE CHARGES	1,536,744 np		1,536,744
INCLUSION FEES	6,000 np		6,000
CONTRIB IN AID	-		-
PERS SURPLUS/INTEREST	-		-
MISCELLANEOUS	5,075 np		5,075
CITY OF SAN DIEGO	30,450 np		30,450
BOND PROCEEDS	2,500,000 np		2,500,000
TOTAL SEWER FUND	5,347,495	-	5,347,495
TOTAL ALL FUNDS	24,096,201	7,221,832	16,874,369
PROP 4 LIMIT		19,027,472	
OVER/(UNDER) LIMIT		(11,805,640)	

## CITY COUNCIL PRIORITIES

### **Background**

Del Mar is a beach community of approximately 4,500 residents. Because of its proximity to the University of California, San Diego, the City attracts well-educated residents many of whom become very involved in their community. Del Mar residents take an active part in the budget workshop sessions in addition to contributing through participation on various advisory committees.

At the beginning of each two-year budget in February or March, it is customary for the City Council to establish the priorities that will provide the framework for budget development. As a result of that meeting, Council establishes “Must Do’s”, Strategic Initiatives, and Operational Initiatives. This budget addresses many of these goals.

The graphic on the following pages illustrates the priorities determined by the City Council. Using these priorities as a guideline, each Department develops a Work Program including tasks necessary to complete Council priorities and tracks progress towards meeting those priorities throughout the year. The City Council adopts the work program at the beginning of the fiscal year and reviews the Work Program in six months in conjunction with the mid-year financial review. This process has served the City well in providing a tool that focuses on City priorities and monitors staff progress in implementation of the directions Council has set.

# City Council Priorities for Fiscal Years 2009-2010 and 2010-2011

## COUNCIL MISSION STATEMENT

The mission of the Del Mar City Council is to serve as the representative body that determines the local and regional needs of its citizens, sets goals, makes general policy, and exercises its responsibility to retain and enhance the special character of Del Mar based on the Community Plan.

## CITY VISION STATEMENT

The vision for the City of Del Mar is to be a residential community with a vibrant downtown and a tranquil place of natural beauty where residents and visitors feel safe and enjoy opportunities for recreation and entertainment.

## GOALS & OBJECTIVES

**GOAL 1:     **Preserve and enhance the community character of the City with emphasis on natural resources****

- 1.1     Downtown Revitalization
- 1.2     Community Plan Update
- 1.3     San Dieguito Lagoon Restoration Project
- 1.4     Utility Undergrounding
- 1.5     Recycling Program

**GOAL 2:     **Manage the City's resources in a fiscally sound and prudent manner in order to protect the public's health, safety and welfare****

- 2.1     Balanced Budget
- 2.2     General Government Expenditure Cap & Infrastructure Financing
- 2.3     Retire Outstanding Debt on the Shores Property

**GOAL 3:     **Communicate effectively with and engage the community****

- 3.1     Community Education/Outreach for Greater Fiscal Transparency

**GOAL 4: Provide leadership to influence decisions that impact the local and regional communities**

- 4.1 Del Mar Fairgrounds/22<sup>nd</sup> District Agricultural Association
- 4.2 Regional Issues
- 4.3 Appointments to City & Regional Committees
- 4.4 San Dieguito River Bridge Replacement – Double Tracking
- 4.5 Del Mar Fairgrounds Permanent Seasonal Rail Platform

**“MUST DO’S”/STRATEGIC INITIATIVES/OPERATIONAL INITIATIVES**

**Must Do’s**

**Shores Property**

- June 30, 2008:** Close escrow, complete negotiations with Winston School, and assume City responsibilities
- May 2009:** Complete funding
- June 2009:** Public meeting to explore options to retire debt
- November 2011:** Retire debt

**Torrey Pines Bridge**

- June 30, 2008:** Approval of strategy confirmation
- October 2008:** Review MND
- June 30 2009:** 90% plans submitted to Caltrans for review
- September 2009:** 100% plans complete
- June 2010:** Construction begins

**21<sup>st</sup> Street Pump Station**

- February 2009:** DRB Approved Revised Plans
- March 2009:** Authorize State Revolving Fund Loan Application
- April 2009:** Finalize Energy Plan
- June 2009:** Design complete
- October 2009:** Construction begins
- April 2011:** Project complete

**Water and Sewer Rates**

**June 2008:** Action plan for studying rates  
**July 1, 2009:** New rate structure in place

**Del Mar's 50<sup>th</sup> Anniversary**

**December 2008:** Plan in place  
**July 12, 2009:** Celebration

**Strategic Initiatives**

**Pedestrian and Bicycle Plan (Circulation Element)**

**June 30, 2010:** Design a pedestrian and bicycle Pathway Plan that provides and encourages safe, non-vehicular transportation options throughout the downtown village and the community as a whole  
**December 30, 2010:** Complete Plan and begin Community Plan amendment process  
**June 30, 2011:** Complete amendment of Community Plan Circulation Element

**Downtown Revitalization**

**May 2009:** Begin design of a Form Based Code that will revitalize the commercial district by maximizing stakeholder interest in redevelopment of the City's downtown and creating a walkable coastal village  
**November 30, 2009:** Complete draft Form Based Code and initiate Environmental Review process  
**December 2009:** Downtown Streetscape -- Construction funded by CDBG and ARRA  
**May 2010:** Adoption of Form Based Code

**Fire Safety**

**June 2008:** Fire code amendments approved  
**June 2009:** Implement the Wild Urban Interface Code – Educational Outreach Program (Complete inspections)  
**September 2009:** Fuel Reduction Program  
**June 2010:** Strategic approach for Crest Canyon

## **Operational Initiatives**

### **Pro-active Operational**

Del Mar Beach Safety

### **Proposed Revenue Ideas**

Applying Transient Occupancy Taxes (TOT) on Short-Term Vacation Rentals and Condominium Hotels in Del Mar

Increase Facility Use Permit Fees for Seagrove Park

Increase Beach Parking Meter Rates and Implement a Voluntary Pre-Paid Parking Permit

Increase Transient Occupancy Tax from 10.5 Percent to 11.5 Percent

City Hall Request for Proposal

Recover Credit Card Merchant Service Fees

## **Reactive Operational Initiatives**

22<sup>nd</sup> DAA Master Plan

Utility Undergrounding



## **GENERAL FUND REVENUE ANALYSIS**

The City of Del Mar derives revenue from a variety of sources; however, the primary sources of revenue in the General Fund are taxes on property, on hotel rooms (transient occupancy tax), and on the sale of goods. Del Mar is almost completely built out; therefore, revenue growth is generally the result of increases in assessed valuation, hotel room rate increases and additional commercial sales activity.

The section below briefly describes the primary General Fund revenue sources, the basis of the revenue estimates, and additional information on events that affect projections. In reviewing the revenue estimates in the current fiscal year, projections for the upcoming fiscal years are considered.

### **TAX REVENUE**

#### **PROPERTY TAX**

Property tax comprises approximately 34 percent 35 percent of General Fund revenues for Fiscal Years 2009-2010 and 2010-2011, respectively. In Fiscal Year 2006-2007, the City's assessed valuation exceeded \$2 billion for the first time and continues its upward trend. The County of San Diego provides assessed valuation information to the City, and the City's revenue projections are made in large part on the basis of that information. Historical growth is also considered, which includes the re-sale and development of property. As an affluent and desirable beach community, property values in Del Mar continue to grow substantially, and re-sales contribute to large increases in assessed valuation. The City has little growth due to development, as there are very few vacant lots. Some development occurs when an older home is demolished and replaced with a new home.

The basic property tax rate in California is 1 percent of assessed valuation, as determined by the passage of Proposition 13 in 1978. This means that for a house assessed at \$1,000,000, the basic property tax is \$10,000. Of that total, the City receives approximately \$1,478 or 14.775 percent of the total property tax assessed. Proposition 13 also restricted the increase in assessed valuation to the lower of the annual change in the Consumer Price Index (CPI) or two percent.

## **SALES TAX**

Sales tax is a major revenue source and comprises approximately 10 percent of General Fund revenues for both Fiscal Years 2009-2010 and 2010-2011. The current sales tax rate in San Diego County is 8.75 percent, and the City receives one percent of the total sales in the City. On a quarterly basis, the State Board of Equalization (SBOE) provides detailed reporting, by business, of the sales tax collected during the quarter. With the assistance of reports provided by a consultant retained to put the SBOE information in a usable format, the City can more accurately estimate revenues by analyzing the trends by business category and location.

The character of Del Mar has a significant impact on sales tax revenue. The City, which is only two square miles, has a village-like atmosphere, with very little vacant land for development. Retailers are often individual proprietors, and there are no supermarkets, department stores or automobile dealers. There are only a couple of national retailers in the City.

Del Mar's restaurants are known for superior dining and generate 61 percent of the sales tax revenue. However, Del Mar's retail sector is struggling in this downturn economy. Almost 71 percent of Del Mar's sales tax is generated by the top 25 businesses. 12 of the top 25 businesses are restaurants. In order to improve retail sales, the City Council has taken certain actions to revitalize downtown and to attract business and customers to the downtown area.

The presence of the 22nd District Agricultural Association (22nd DAA), with occasional automobile and recreational vehicle sales, an annual Fair, and thoroughbred racing, offers unique sales tax opportunities and room for growth that is not available in other areas of the City. However, even those events have declined and revenues have decreased over recent years.

Based on the analysis of the sales tax consultant and City staff, sales tax revenue estimates for Fiscal Year 2009-2010 are two-and-a-half percent less than Fiscal Year 2008-2009 and then increase by three percent for Fiscal Year 2010-2011.

## **TRANSIENT OCCUPANCY TAX**

Transient Occupancy Tax (TOT) is collected at each hotel and motel in the City for overnight stays that are less than 31 days. TOT revenues are approximately 16 percent for Fiscal Year 2009-2010 and 15 percent for Fiscal Year 2010-2011 of General Fund revenues.

The current estimate for Fiscal Years 2009-2010 and 2010-2011 is 12 and 2 percent more than the previous fiscal year. Revenues for Fiscal Year 2007-2008 appear to have decreased due to the seven month closure of the City's largest hotel for remodeling. While projected revenue for Fiscal year 2008-2009 did not reach Fiscal Year 2006-2007 levels, an increase is projected because of a one percent increase in the TOT rate effective July 1, 2009.

## **OTHER TAXES**

Other taxes are approximately 13 percent of General Fund revenues. This category includes franchise taxes of approximately \$328,000 and \$335,000 for Fiscal Years 2009-2010 and 2010-2011, respectively, for the gas, electric, trash and cable franchises that operate in the City. These estimates are based on the current projections increased by the historical growth rate.

Also included is Property Tax in Lieu of Vehicle License Fees for approximately \$371,000 for Fiscal Year 2009-2010, which is a four percent increase over the prior year, and \$386,000 for Fiscal Year 2010-2011, and Property Tax in Lieu of Sales Tax of approximately \$377,000 and \$392,000 for Fiscal Years 2009-2010 and 2010-2011, respectively. Beginning in Fiscal Year 2005-2006, the State "swapped" Motor Vehicle in Lieu with this revenue source. The Real Property Transfer Tax estimate of \$50,000 for both fiscal years is an average of historical revenues and reflects the decline in the last three fiscal years.

The economic crisis has impacted the Business License Tax. Business license revenue, estimated at \$185,000 and \$189,000 for Fiscal Years 2009-2010 and 2010-2011, respectively, now constitutes almost two percent of General Fund revenues for both fiscal years. Estimates are based in large degree on historical information together with estimates for new business revenues.

## **LICENSES AND PERMITS**

Licenses and permits are revenues collected for operation permits (massage and taxicab), a Junior Lifeguard Program, and parking permits for spaces underneath the L'Auberge Hotel. These revenues make up less than one percent of total General Fund Revenues and, except for parking permits, are projected to decline based on historical information and declines the City has experienced in this revenue category.

## **OTHER REVENUES**

### **PARKING FEES, FINES AND FORFEITURES**

Fines and Forfeitures are revenues collected primarily from Parking Violations, but for purposes of analysis, includes Parking Meter coin revenue as well. Projected revenue estimates are approximately 10 percent of the General Fund.

Parking estimates are based on historical information as well as estimated increases in beach attendance, but are always subject to the unpredictable nature of the weather. With significant demands for parking because of the beach, metered parking helps to ensure turnover and allow more visitors the opportunity to find parking. These revenues are projected to increase six percent in Fiscal Year 2009-2010 and one percent in Fiscal Year 2010-2011 because of an increase in the hourly rate of \$3 per hour from \$2 per hour.

Revenue from Parking Violations is estimated to be approximately \$629,000 and \$642,000 for Fiscal Year 2009-2010 and Fiscal Year 2010-2011, respectively.

In Fiscal Year 2004-2005, the City Council approved the installation of red light cameras at certain intersections in Del Mar as a safety measure to reduce red light violations. The success of these cameras have resulted in a decline of revenue of \$81,000 for both fiscal years with offsetting expenditures of \$54,000.

### **REVENUES FROM THE USE OF ASSETS**

The two revenue sources in this category are Investment Earnings and Rental Income. Trends, the current economic climate, and historical information are used to calculate these estimates. Investment Earnings have declined dramatically in recent years due to more funds invested in the State of California's Local Agency Investment Fund (LAIF) and due to the decrease in interest rates. Rental income of almost \$44,000 and \$45,000 for Fiscal

Years 2009-2010 and 2010-2011, respectively, reflects several rental agreements that are fixed for the term of the contract.

### **REVENUE FROM OTHER AGENCIES**

These revenue sources include State and Federal funds, both subventions and grants, and the pari-mutuel activity at the 22nd DAA, both on and off-track. On track Pari-mutuel revenues declined significantly as a result of AB 304 implementation. This source, which in Fiscal Year 1995-1996 comprised approximately six percent of General Fund revenues, is projected to be almost 0.9 percent for both fiscal years. Not only are these revenues subject to the effects of the legislation, decreases in the past have also resulted from reductions in attendance primarily attributed to gaming on Indian reservations. Estimates are based on historical information.

This revenue category also includes \$15,600 in each fiscal year for Information Technology Services provided by Del Mar staff to the City of Solana Beach.

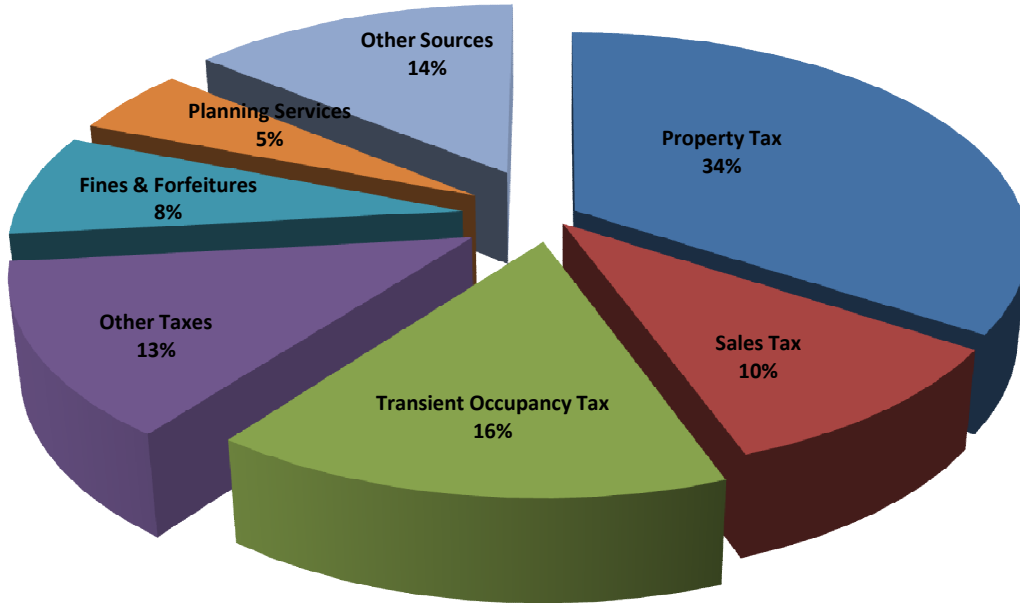
### **CHARGES FOR SERVICES**

These revenues come from a variety of activities including planning and development fees. Because the City has very little new development, this is not a significant revenue source. Estimates are based primarily on historical information in conjunction with anticipated building levels. The City contracts with a private company for issuance of building permits. The projected revenue of approximately \$258,000 in Fiscal Year 2009-2010 and \$265,000 in Fiscal Year 2010-2011 for Building Services, and \$40,000 in Fiscal Year 2009-2010 and \$45,000 in Fiscal Year 2010-2011 for Engineering Services is mostly offset by the costs of the outside contractors that operate each program. Projected Planning Services Revenue is almost \$206,000 and \$208,000 for Fiscal Years 2009-2010 and 2010-2011, respectively.

### **OTHER REVENUE SOURCES**

The primary source of revenue in this classification is the Administrative Charge, an allocation of \$506,000 and \$516,000 for Fiscal Years 2009-2010 and 2010-2011, respectively, from the Water and Sewer Enterprise funds based on an updated cost allocation study completed in Fiscal Year 2008-2009. Miscellaneous revenues from a number of different sources including First Responder revenue and nuisance alarm reimbursement comprise the remainder of the revenues, a small portion of the total.

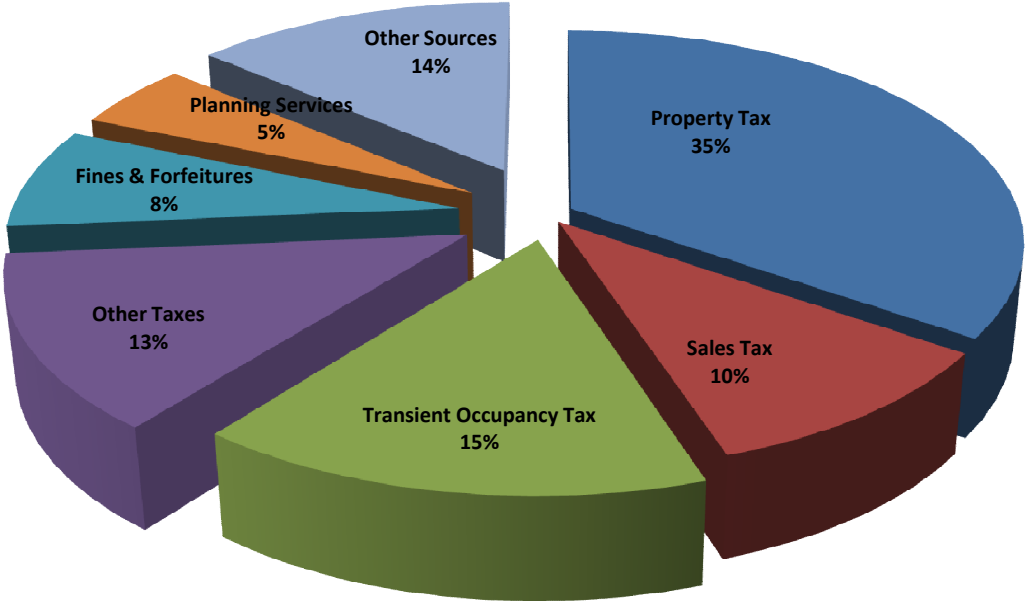
**City of Del Mar  
Projected General Fund Revenues  
Fiscal Year 2009-2010**



Property Tax	\$ 3,451,831
Sales Tax	1,016,447
Transient Occupancy Tax	1,586,343
Other Taxes	1,311,160
Fines & Forfeitures	778,011
Planning Services	503,326
Other Sources	<u>1,407,276</u>

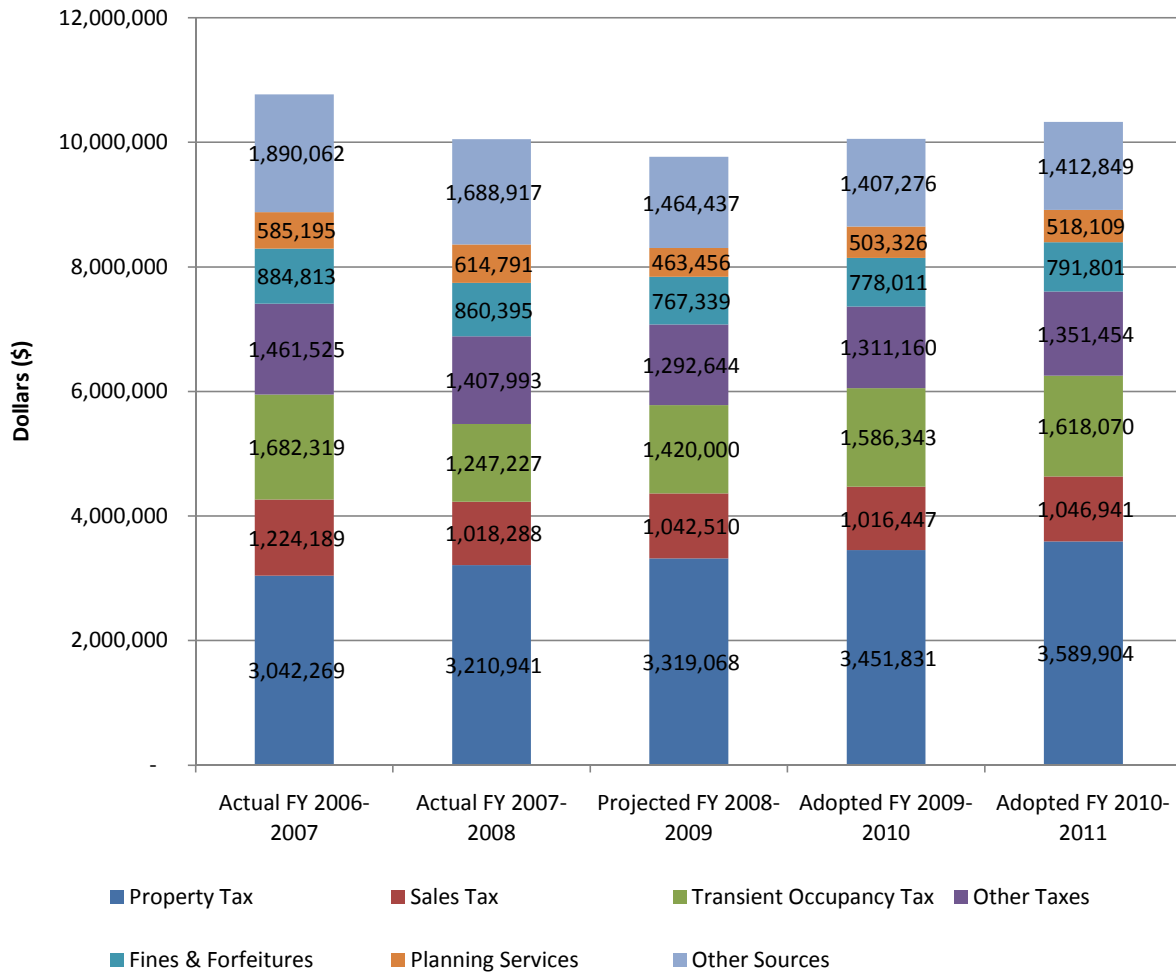
Total Projected General Fund Revenues \$ 10,054,393

**City of Del Mar  
 Projected General Fund Revenues  
 Fiscal Year 2010-2011**



Property Tax	\$ 3,589,904
Sales Tax	1,046,941
Transient Occupancy Tax	1,618,070
Other Taxes	1,351,454
Fines & Forfeitures	791,801
Planning Services	518,109
Other Sources	<u>1,412,849</u>
 Total Projected General Fund Revenues	 <u><u>\$ 10,329,127</u></u>

## City of Del Mar General Government Revenue Trend Five Fiscal Years



## **GENERAL FUND EXPENDITURES ANALYSIS**

The General Fund represents 38 percent and 26 percent of the City's expenditures in Fiscal Year 2009-2010 and Fiscal Year 2010-2011, respectively, and is primarily funded by taxes. The General Fund provides for the general cost of operating City government and includes the administrative programs of City Manager, City Clerk, Legal and Finance. Public Safety, Planning, Public Works Administration and Engineering are also included in the General Fund budget. Public Safety programs include Law and Traffic Enforcement, Fire Protection, and Lifeguard Services. Also included are regulatory programs such as Code Enforcement and Parking Enforcement. Fiscal Year 2010-2011 is markedly lower than the previous budget year due to the \$15,000,000 in anticipated expenditures for the North Torrey Pines Bridge.

Department Heads are responsible for the preparation and management of program budgets under their direction. The City Council approves employee salary schedules each fiscal year. This budget includes a negotiated increase with the Fire bargaining unit Fiscal Year 2009-2010, and includes the increase associated with the last year of the four-year agreement with the general employees. Management employees will receive no salary increase in either year of the budget unless the City's finances improve substantially, and no increase is budgeted for Fire or General employees in the second year of the budget.

Several City services are provided by contract including law enforcement, City Attorney, City Engineer, and management of the Fire Department.

### **PUBLIC SAFETY**

This category of expenditures, at 53 percent and 54 percent of the General Fund total for Fiscal Years 2009-2010 and 2010-2011, comprises the largest segment of the General Fund budget. It includes law and traffic enforcement activities, lifeguard services, fire protection, and several smaller public safety programs. Despite Del Mar's size, approximately two million people visit the City's beaches annually. The presence of the Fairgrounds results in many large events, reinforcing the importance of public safety. City Councils, past and present, have generously funded these programs to provide a safe community for both residents and visitors.

For the past few years, the City has been exploring ways to improve its fire protection service delivery. One factor that has helped push this process forward has

been the transition of Solana Beach City Manager/Fire Chief David Ott into a full time role as a city manager. The City's efforts have come to fruition in this budget cycle with a new Fire Management Services Cooperative Agreement with the Cities of Solana Beach and Encinitas and the Rancho Santa Fe Fire Protection District. This agreement will provide substantial benefits for the City of Del Mar. The City of Encinitas provides management services to the City of Del Mar that includes the positions of Fire Chief, three Division Chiefs, a Fire Marshall and a Management Analyst, and would also provide management services to Solana Beach. Specific management services include supervision of Del Mar's fire suppression operations, emergency management, fire prevention activities, emergency medical services, procurement and administrative functions, as well as major incident support. Under this agreement, Rancho Santa Fe will provide Battalion Chief coverage for the three cities. Battalion Chief coverage from Rancho Santa Fe provides the cities with enhanced supervisory effectiveness, increased communication with emergency personnel and improved chief officer response times.

The City contracts with the San Diego County Sheriff's Department for both law and traffic enforcement. In recent years, the costs of patrol services have increased significantly due to enhanced retirement benefits for deputies, inclusions of Deputy-initiated calls in the "beat factor" calculations, and other operational cost increases. The adopted budget for Fiscal Years 2009-2010 and 2010-2011 contain only a one and two percent increase in these costs, respectively, reflecting both a move on the part of the Sheriff's Department to try to contain costs, as well as the City Manager's success in negotiation these cost increases downwards. The City continues to explore ways to in which sheriff and police protection can be provided to its residents in the most cost-effective manner.

Community Services staff analyzed staffing levels to determine the appropriate allocation that reflects the workload and activities of each program. This analysis resulted in the transfer of some full-time and seasonal salaries between programs such as Lifeguard Services, Parking Enforcement, and Ranger Programs. Also affected by the staffing analysis is the Powerhouse Community Center, a general governmental program.

## **GENERAL GOVERNMENT**

General government provides the basic support services for all City activities. This group of programs, including City Manager, Finance, City Clerk, Legal Services, Human Resources, and the City Council among others, provides for the general administrative services for all departments. General Government comprises 38 and

39 percent of General Fund expenditures in Fiscal Years 2009-2010 and 2010-2011, respectively.

## **PUBLIC WORKS**

The public works category, at four and three percent of General Fund expenditures, in Fiscal Years 2009-2010 and 2010-2011, respectively, includes both general public works and engineering. With the inclusion of general governmental funds, this category is six percent of the total and includes Streetlights and Signs, Street Maintenance, Street Landscaping, and Park Maintenance.

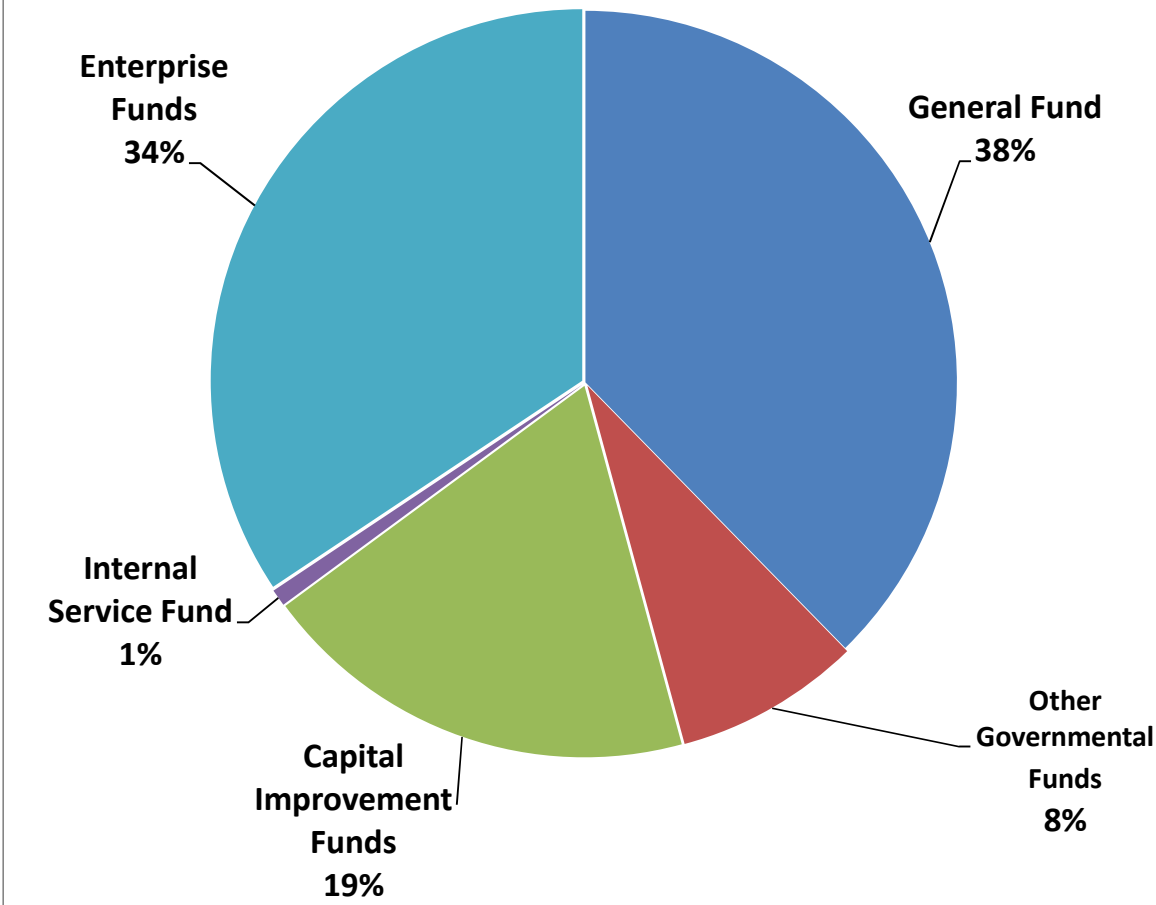
## **PLANNING**

In addition to the Planning Department, which is responsible for administration of all ordinances pertaining to land use and development in the City, this category also includes the programs for design review, planning commission, beach preservation, housing, building permits and inspections, and the San Dieguito Lagoon membership. This City function is the mechanism through which the village-like quality in addition to the ocean views enjoyed by many residents are preserved. This function is 14 percent of the General Fund expenditures for both years and has significant responsibility in the enforcement of ordinances, which are generally far more stringent than most California communities. Planning programs recover approximately 37 percent (\$463,000 and \$473,000 for Fiscal Years 2009-2010 and 2010-2011, respectively) of the cost in permit and inspection fees for both years.

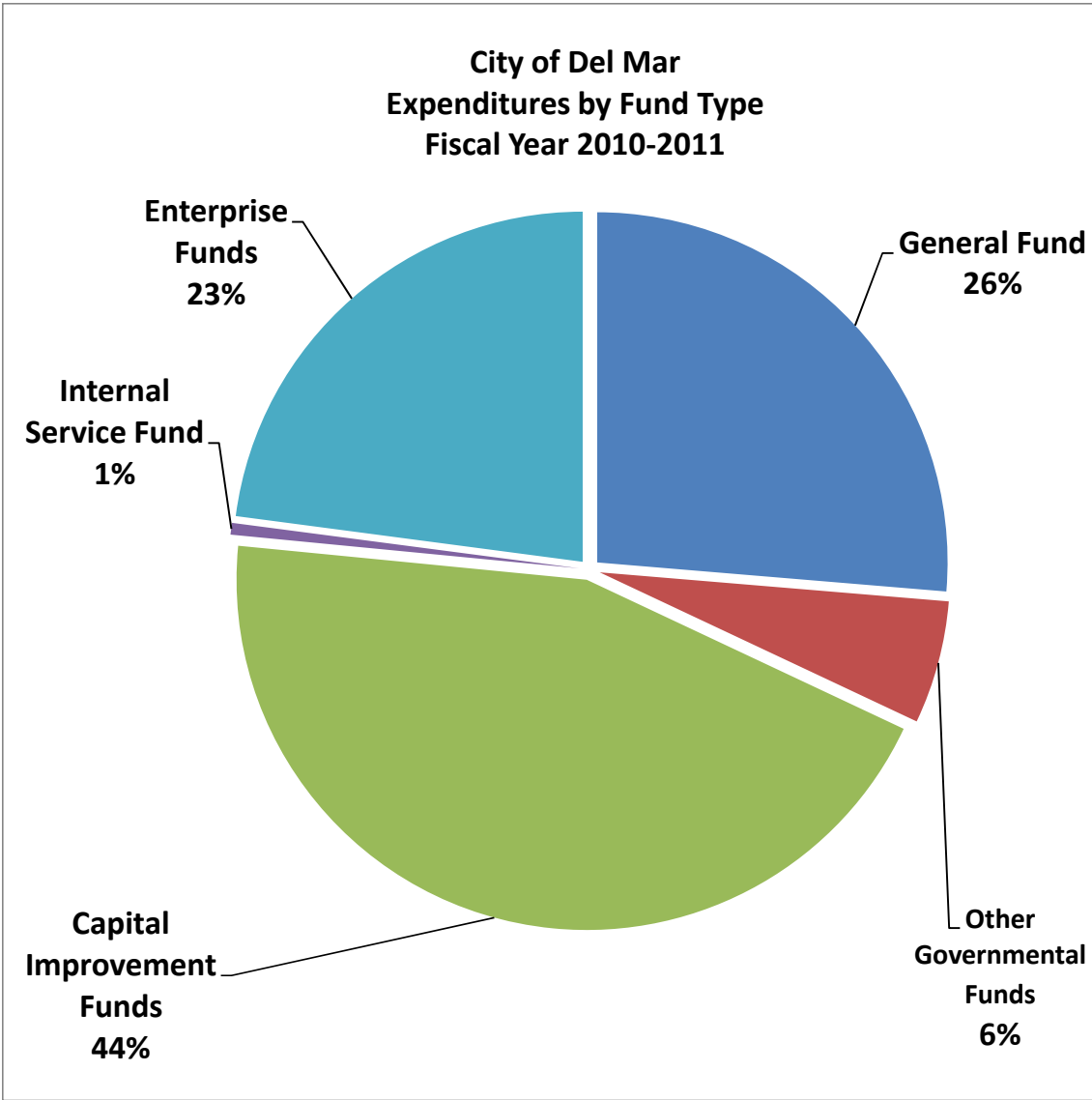
## **NON-DEPARTMENTAL**

Programs included in this category are expenditures towards Community Support, City Memberships, and operations and maintenance of the City's TV studio and City Hall. The Equipment Replacement category is for capital equipment fully funded from a separate reserve in the General Fund.

**City of Del Mar  
Expenditures by Fund Type  
Fiscal Year 2009-2010**

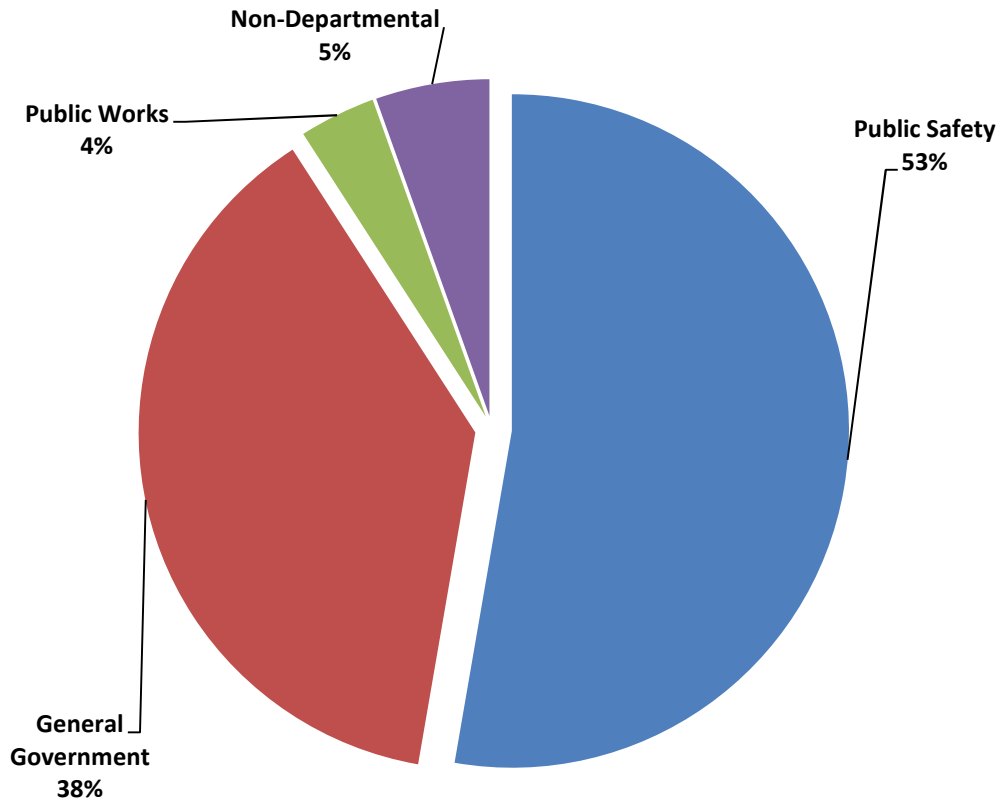


	<u>FY 2009-2010</u>
General Fund	\$ 9,111,017
Other Governmental Funds	1,961,897
Capital Improvement Funds	4,626,840
Internal Service Fund	177,011
Enterprise Funds	<u>8,310,776</u>
 Total Adopted Budget	 <u><u>\$ 24,187,541</u></u>



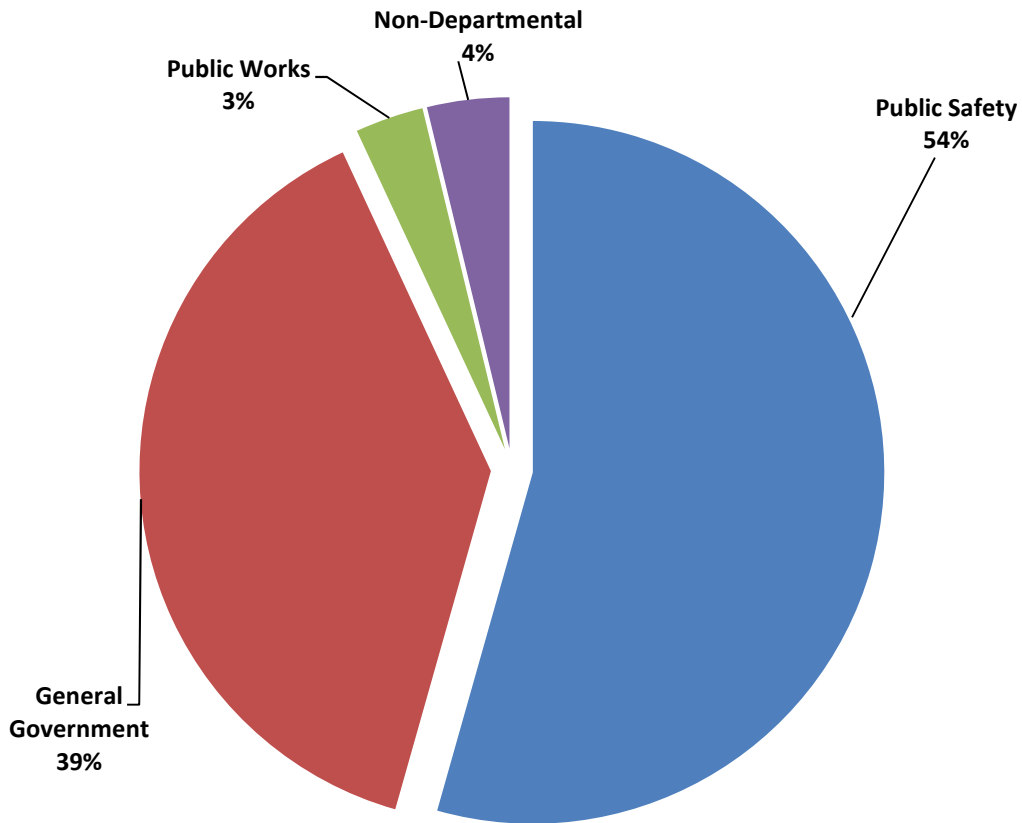
	<u>FY 2009-2010</u>
General Fund	\$ 9,062,503
Other Governmental Funds	1,953,072
Capital Improvement Funds	15,339,234
Internal Service Fund	185,862
Enterprise Funds	<u>7,891,605</u>
<b>Total Adopted Budget</b>	<b><u><u>\$ 34,432,276</u></u></b>

**City of Del Mar  
General Government Expenditures  
Fiscal Year 2009-2010**



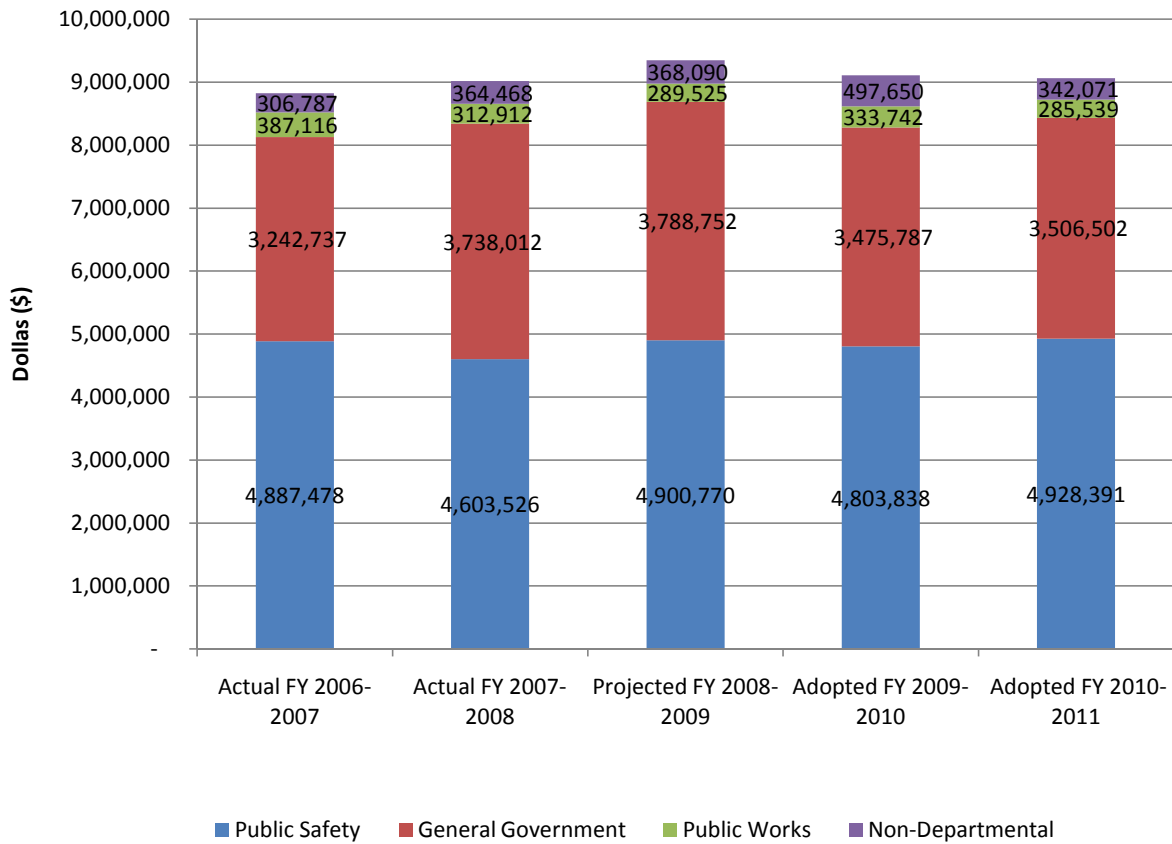
	<u>FY 2009-2010</u>
<b>Public Safety</b>	\$ 4,803,838
<b>General Government</b>	3,475,787
<b>Public Works</b>	333,742
<b>Non-Departmental</b>	497,650
<b>Total Expenditures</b>	<u>\$ 9,111,017</u>

**City of Del Mar  
General Government Expenditures  
Fiscal Year 2010-2011**



	<u>Adopted FY 2010-2011</u>
<b>Public Safety</b>	\$ 4,928,391
<b>General Government</b>	3,506,502
<b>Public Works</b>	285,539
<b>Non-Departmental</b>	342,071
<b>Total Expenditures</b>	<u>\$ 9,062,503</u>

## City of Del Mar General Government Expenditure Trend Five Fiscal Years



CITY OF DEL MAR  
FISCAL YEAR 2009 - 2010  
OPERATING AND CAPITAL IMPROVEMENT BUDGET  
RESERVE SUMMARIES

RESERVE TITLE	ESTIMATED BEG. BALANCE JULY 1, 2009	REVENUE FY2010	O & M EXPENDITURES FY2010	CIP EXPENDITURES FY2010	IN FY2010	(OUT) FY2010	PROJECTED ENDING BALANCE JUNE 30, 2010
<b>GENERAL FUND</b>							
CONTINGENCY	10.44% \$ 533,693	\$ 10,047,171	\$ (8,905,286)	\$ -	\$ 80,000	\$ (826,102)	\$ 929,475
<b>RESTRICTED:</b>							
HOUSING	-	-	-	-	-	-	-
SELF-INSURANCE	100,000	3,222	(15,000)	-	22,000	-	110,222
<b>DESIGNATED:</b>							
ENCUMBRANCES	-	-	-	-	-	-	-
REVENUE LOSS	500,000	-	-	-	-	-	500,000
SIDEWALK CAFÉS	-	4,000	-	-	-	-	4,000
SOFTWARE LICENSING	6,960	-	-	-	-	-	6,960
UNDERGROUNDING RESERVE	50,000	-	-	-	-	(50,000)	-
PERS RESERVE	-	-	-	-	-	-	-
LEAVE LIABILITY	105,041	-	-	-	-	-	105,041
EQUIPMENT REPLACEMENT	621,455	-	(190,731)	-	-	-	430,724
<b>TOTAL GENERAL FUND</b>	<b>1,917,149</b>	<b>10,054,393</b>	<b>(9,111,017)</b>	<b>-</b>	<b>102,000</b>	<b>(876,102)</b>	<b>2,086,422</b>
<b>LIBRARY FUND</b>							
CONTINGENCY	-	25,000	(22,660)	-	(2,340)	-	-
<b>GAS TAX FUND</b>							
CONTINGENCY	-	91,657	(415,715)	-	324,058	-	-
<b>OPEN SPACE FUND</b>							
CONTINGENCY	-	545,054	(690,703)	-	145,648	-	-
<b>DESIGNATED:</b>							
OPEN SPACE ACQUISITION	428,915	-	(300,806)	-	-	-	128,109
RIVERMOUTH OPENING	1,756	-	-	-	-	-	1,756
TREE RESERVE	49,700	-	-	-	-	(30,000)	19,700
SAND REPLENISHMENT	-	-	-	-	-	-	-
<b>TOTAL OPEN SPACE FUND</b>	<b>480,371</b>	<b>545,054</b>	<b>(991,508)</b>	<b>-</b>	<b>145,648</b>	<b>(30,000)</b>	<b>149,565</b>
<b>GRANTS</b>							
RESTRICTED	-	15,441	(15,441)	-	-	-	-
<b>HOUSING</b>							
RESTRICTED	854,370	144,442	(105,825)	-	-	-	892,987
<b>SUPPLEMENTAL LAW FUND</b>							
RESTRICTED	-	100,000	(190,396)	-	90,396	-	-
<b>REGIONAL COMMUNICATIONS FUND</b>							
RESTRICTED	24,400	45,000	(37,056)	-	-	-	32,344
<b>OPEN SPACE DEBT FUND</b>							
RESTRICTED	-	-	-	-	-	-	-
<b>WILDFIRE PROTECTION BOND DEBT</b>							
RESTRICTED	233,209	184,578	(183,296)	-	-	-	234,491
<b>CAPITAL IMPROVEMENT FUND</b>							
CONTINGENCY	32,639	4,015,000	-	(4,135,840)	120,840	-	32,639
RESERVE FOR CAPITAL	260,458	-	-	-	-	-	260,458
<b>TOTAL CAPITAL IMPROVEMENT FUND</b>	<b>293,097</b>	<b>4,015,000</b>	<b>-</b>	<b>(4,135,840)</b>	<b>120,840</b>	<b>-</b>	<b>293,097</b>
<b>PROP 42 FUND</b>							
RESTRICTED	173	32,000	-	(32,000)	-	-	173

CITY OF DEL MAR  
FISCAL YEAR 2009 - 2010  
OPERATING AND CAPITAL IMPROVEMENT BUDGET  
RESERVE SUMMARIES

RESERVE TITLE	ESTIMATED BEG. BALANCE JULY 1, 2009	REVENUE FY2010	O & M EXPENDITURES FY2010	CIP EXPENDITURES FY2010	IN FY2010	(OUT) FY2010	PROJECTED ENDING BALANCE JUNE 30, 2010
<b>TRANSNET II FUND</b>							
RESTRICTED	-	333,500	-	(459,000)	125,500	-	-
<b>TOTAL GENERAL GOVERNMENTAL</b>	<b>3,802,769</b>	<b>15,586,065</b>	<b>(11,072,915)</b>	<b>(4,626,840)</b>	<b>906,102</b>	<b>(906,102)</b>	<b>3,689,079</b>
<b>WORKERS' COMPENSATION FUND</b>							
FUND BALANCE	913,211	156,501	(177,011)	-	-	-	892,701
<b>WATER FUND</b>							
FUND BALANCE	382,443	2,538,398	(2,245,574)	-	-	(410,000)	265,267
<b>RESTRICTED:</b>							
BOND SECURITY	232,063	-	-	-	-	-	232,063
CONTRIBUTED CAPITAL	4,028,272	-	-	-	-	-	4,028,272
WILDFIRE PROTECTION	21,604	-	-	-	-	-	21,604
<b>DESIGNATED:</b>							
SELF-INSURANCE	50,000	-	-	-	-	-	50,000
RATE STABILIZATION	200,000	-	-	-	-	-	200,000
CAPITAL REPLACEMENT	1,451,204	-	-	(642,500)	300,000	-	1,108,704
OPERATING RESERVE	109,837	-	-	-	90,000	-	199,837
EQUIPMENT REPLACEMENT	192,286	-	-	-	20,000	-	212,286
UTILITY PLANT IN SERVICE	6,655,537	-	-	-	-	-	6,655,537
<b>TOTAL WATER FUND</b>	<b>13,323,246</b>	<b>2,538,398</b>	<b>(2,245,574)</b>	<b>(642,500)</b>	<b>410,000</b>	<b>(410,000)</b>	<b>12,973,570</b>
<b>CLEANWATER FUND</b>							
FUND BALANCE	-	468,479	(467,259)	-	-	-	1,220
<b>DESIGNATED</b>							
UTILITY PLANT IN SERVICE	-	-	-	-	-	-	-
<b>TOTAL CLEAN WATER FUND</b>	<b>-</b>	<b>468,479</b>	<b>(467,259)</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>1,220</b>
<b>SEWER FUND</b>							
FUND BALANCE	894,421	5,347,495	(2,362,942)	-	-	(2,725,000)	1,153,973
<b>RESTRICTED:</b>							
BOND SECURITY	456,552	-	-	-	-	-	456,552
CONTRIBUTED CAPITAL	650,814	-	-	-	-	-	650,814
<b>DESIGNATED:</b>							
CAPITAL REPLACEMENT	545,237	-	-	(2,592,500)	2,500,000	-	452,737
OPERATING RESERVE	130,000	-	-	-	170,000	-	300,000
UTILITY PLANT IN SERVICE	5,341,904	-	-	-	-	-	5,341,904
RATE STABILIZATION	145,000	-	-	-	55,000	-	200,000
<b>TOTAL SEWER FUND</b>	<b>8,163,928</b>	<b>5,347,495</b>	<b>(2,362,942)</b>	<b>(2,592,500)</b>	<b>2,725,000</b>	<b>(2,725,000)</b>	<b>8,555,980</b>
<b>TOTAL ENTERPRISE FUNDS</b>	<b>21,487,174</b>	<b>8,354,372</b>	<b>(5,075,776)</b>	<b>(3,235,000)</b>	<b>3,135,000</b>	<b>(3,135,000)</b>	<b>21,530,770</b>
<b>TOTAL - ALL FUNDS</b>	<b>26,203,154</b>	<b>24,096,938</b>	<b>(16,325,701)</b>	<b>(7,861,840)</b>	<b>4,041,102</b>	<b>(4,041,102)</b>	<b>26,112,550</b>

CITY OF DEL MAR  
FISCAL YEAR 2010 - 2011  
OPERATING AND CAPITAL IMPROVEMENT BUDGET  
RESERVE SUMMARIES

RESERVE TITLE		ESTIMATED BEG. BALANCE JULY 1, 2010	REVENUE FY2011	O & M EXPENDITURES FY2011	CIP EXPENDITURES FY2011	IN FY2011	(OUT) FY2011	PROJECTED ENDING BALANCE JUNE 30, 2011
<b>GENERAL FUND</b>								
CONTINGENCY	13.16%	\$ 929,475	\$ 10,321,840	\$ (9,001,703)	\$ -	\$ 19,700	\$ (1,084,254)	\$ 1,185,059
<b>RESTRICTED:</b>								
HOUSING		-						
SELF-INSURANCE		110,222	3,287	(15,000)	-	22,000	-	120,509
<b>DESIGNATED:</b>								
ENCUMBRANCES		-	-	-	-	-	-	-
REVENUE LOSS		500,000	-	-	-	-	-	500,000
SIDEWALK CAFÉS		4,000	4,000	-	-	-	-	8,000
SOFTWARE LICENSING		6,960	-	-	-	-	-	6,960
UNDERGROUNDING RESERVE		-	-	-	-	-	-	-
PERS RESERVE		-	-	-	-	150,000	-	150,000
LEAVE LIABILITY		105,041	-	-	-	-	-	105,041
EQUIPMENT REPLACEMENT		430,724	-	(45,800)	-	-	-	384,924
<b>TOTAL GENERAL FUND</b>		<b>2,086,422</b>	<b>10,329,127</b>	<b>(9,062,503)</b>	<b>-</b>	<b>191,700</b>	<b>(1,084,254)</b>	<b>2,460,492</b>
<b>LIBRARY FUND</b>								
CONTINGENCY		-	-	(10,825)	-	10,825	-	-
<b>GAS TAX FUND</b>								
CONTINGENCY		-	93,490	(435,865)	-	342,374	-	-
<b>OPEN SPACE FUND</b>								
CONTINGENCY		-	554,320	(863,041)	-	308,721	-	-
<b>DESIGNATED:</b>								
OPEN SPACE ACQUISITION		128,109	-	(128,109)	-	-	-	-
RIVERMOUTH OPENING		1,756	-	-	-	-	-	1,756
TREE RESERVE		19,700	-	-	-	-	(19,700)	-
SAND REPLENISHMENT		-	-	-	-	-	-	-
<b>TOTAL OPEN SPACE FUND</b>		<b>149,565</b>	<b>554,320</b>	<b>(991,150)</b>	<b>-</b>	<b>308,721</b>	<b>(19,700)</b>	<b>1,756</b>
<b>GRANTS</b>								
RESTRICTED		-	-	-	-	-	-	-
<b>HOUSING</b>								
RESTRICTED		892,987	144,442	(107,529)	-	-	-	929,900
<b>SUPPLEMENTAL LAW FUND</b>								
RESTRICTED		-	100,000	(192,599)	-	92,599	-	-
<b>REGIONAL COMMUNICATION FUND</b>								
RESTRICTED		32,344	45,000	(37,809)	-	-	-	39,535
<b>OPEN SPACE DEBT FUND</b>								
RESTRICTED		-	-	-	-	-	-	-
<b>WILDFIRE PROTECTION BOND DEBT</b>								
RESTRICTED		234,491	183,560	(177,295)	-	-	-	240,756

CITY OF DEL MAR  
FISCAL YEAR 2010 - 2011  
OPERATING AND CAPITAL IMPROVEMENT BUDGET  
RESERVE SUMMARIES

RESERVE TITLE	ESTIMATED BEG. BALANCE JULY 1, 2010	REVENUE FY2011	O & M EXPENDITURES FY2011	CIP EXPENDITURES FY2011	IN FY2011	(OUT) FY2011	PROJECTED ENDING BALANCE JUNE 30, 2011
<b>CAPITAL IMPROVEMENT FUND</b>							
CONTINGENCY	32,639	15,015,000	-	(15,000,000)	35,000	-	82,639
RESERVE FOR CAPITAL	260,458	-	-	-	-	-	260,458
<b>TOTAL CAPITAL IMPROVEMENT FUND</b>	<b>293,097</b>	<b>15,015,000</b>	<b>-</b>	<b>(15,000,000)</b>	<b>35,000</b>	<b>-</b>	<b>343,097</b>
<b>PROP 42 FUND</b>							
RESTRICTED	173	32,000	-	(32,000)	-	-	173
<b>TRANSNET II FUND</b>							
RESTRICTED	-	184,500	-	(307,234)	122,734	-	-
<b>TOTAL GENERAL GOVERNMENTAL</b>	<b>3,689,079</b>	<b>26,681,439</b>	<b>(11,015,575)</b>	<b>(15,339,234)</b>	<b>1,103,954</b>	<b>(1,103,954)</b>	<b>4,015,709</b>
<b>WORKERS' COMPENSATION FUND</b>							
FUND BALANCE	892,701	268,324	(185,862)	-	-	-	975,163
<b>WATER FUND</b>							
FUND BALANCE	265,267	2,716,054	(2,430,582)	-	-	(240,000)	310,739
<b>RESTRICTED:</b>							
BOND SECURITY	232,063	-	-	-	-	-	232,063
CONTRIBUTED CAPITAL	4,028,272	-	-	-	-	-	4,028,272
WILDFIRE PROTECTION	21,604	-	-	-	-	-	21,604
<b>DESIGNATED:</b>							
SELF-INSURANCE	50,000	-	-	-	-	-	50,000
RATE STABILIZATION	200,000	-	-	-	-	-	200,000
CAPITAL REPLACEMENT	1,108,704	-	-	(245,000)	200,000	-	1,063,704
OPERATING RESERVE	199,837	-	-	-	20,000	-	219,837
EQUIPMENT REPLACEMENT	212,286	-	-	-	20,000	-	232,286
UTILITY PLANT IN SERVICE	6,655,537	-	-	-	-	-	6,655,537
<b>TOTAL WATER FUND</b>	<b>12,973,570</b>	<b>2,716,054</b>	<b>(2,430,582)</b>	<b>(245,000)</b>	<b>240,000</b>	<b>(240,000)</b>	<b>13,014,042</b>
<b>CLEANWATER FUND</b>							
FUND BALANCE	1,220	479,968	(473,313)	-	-	-	7,874
<b>DESIGNATED</b>							
UTILITY PLANT IN SERVICE	-	-	-	-	-	-	-
<b>TOTAL CLEAN WATER FUND</b>	<b>1,220</b>	<b>479,968</b>	<b>(473,313)</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>7,874</b>
<b>SEWER FUND</b>							
FUND BALANCE	1,153,973	5,277,965	(2,422,710)	-	-	(2,265,000)	1,744,228
<b>RESTRICTED:</b>							
BOND SECURITY	456,552	-	-	-	-	-	456,552
CONTRIBUTED CAPITAL	650,814	-	-	-	-	-	650,814
<b>DESIGNATED:</b>							
CAPITAL REPLACEMENT	452,737	-	-	(2,320,000)	2,220,000	-	352,737
OPERATING RESERVE	300,000	-	-	-	10,000	-	310,000
UTILITY PLANT IN SERVICE	5,341,904	-	-	-	-	-	5,341,904
RATE STABILIZATION	200,000	-	-	-	35,000	-	235,000
<b>TOTAL SEWER FUND</b>	<b>8,555,980</b>	<b>5,277,965</b>	<b>(2,422,710)</b>	<b>(2,320,000)</b>	<b>2,265,000</b>	<b>(2,265,000)</b>	<b>9,091,235</b>
<b>TOTAL ENTERPRISE FUNDS</b>	<b>21,530,770</b>	<b>8,473,987</b>	<b>(5,326,605)</b>	<b>(2,565,000)</b>	<b>2,505,000</b>	<b>(2,505,000)</b>	<b>22,113,153</b>
<b>TOTAL - ALL FUNDS</b>	<b>26,112,550</b>	<b>35,423,751</b>	<b>(16,528,042)</b>	<b>(17,904,234)</b>	<b>3,608,954</b>	<b>(3,608,954)</b>	<b>27,104,025</b>

**FISCAL YEARS 2009-2010 AND 2010-2011  
OPERATING AND CAPITAL IMPROVEMENT BUDGET  
REVENUE SUMMARIES**

SOURCE OF FUNDS	ACTUAL 2006-2007	ACTUAL 2007-2008	AMENDED 2008-2009	ADOPTED 2009-2010	ADOPTED 2010-2011
<b>GENERAL FUND</b>					
<b><u>TAXES</u></b>					
PROPERTY TAX	3,042,269	3,210,941	3,319,068	3,451,831	3,589,904
VLf IN LIEU OF PROPERTY TAX	319,433	341,696	357,072	371,355	386,209
SALES AND USE TAX	1,224,189	1,018,288	1,042,510	1,016,447	1,046,941
SALES TAX IN LIEU OF PROPERTY TAX	441,412	390,263	382,376	376,545	391,720
PUBLIC SAFETY AUGMENTATION FUND	66,549	64,621	-	-	-
TRANSIENT OCCUPANCY TAX	1,682,319	1,247,227	1,420,000	1,586,343	1,618,070
FRANCHISE TAX	322,186	327,575	321,989	328,429	334,997
BUSINESS LICENSE TAX	182,343	193,839	181,207	184,831	188,528
REAL PROPERTY TRANSFER TAX	129,602	89,999	50,000	50,000	50,000
<b>TOTAL</b>	<b>7,410,302</b>	<b>6,884,449</b>	<b>7,074,222</b>	<b>7,365,780</b>	<b>7,606,368</b>
<b><u>LICENSES &amp; PERMITS</u></b>					
LICENSES & PERMITS	21,273	23,602	19,262	19,840	20,435
JUNIOR LIFEGUARD	160,105	57,604	50,000	51,500	53,045
PARKING PERMITS	-	-	7,050	7,262	7,479
<b>TOTAL</b>	<b>181,378</b>	<b>81,206</b>	<b>76,312</b>	<b>78,601</b>	<b>80,959</b>
<b><u>FINES &amp; FORFEITURES</u></b>					
MOVING VIOLATIONS/VEHICLE CODE FINES	91,147	58,693	55,000	56,100	57,222
PENALTIES	5,301	6,046	4,257	4,342	4,429
PARKING VIOLATIONS	623,874	614,972	616,734	629,069	641,650
ADMINISTRATIVE CITATIONS	3,025	6,350	7,500	7,500	7,500
RED LIGHT ENFORCEMENT	161,466	174,334	83,848	81,000	81,000
<b>TOTAL</b>	<b>884,813</b>	<b>860,395</b>	<b>767,339</b>	<b>778,011</b>	<b>791,801</b>
<b><u>REVENUE FROM USE OF ASSETS</u></b>					
PROPERTY TAX PENALTIES/INTEREST	6,965	-	7,000	-	-
INV EARN-GENERAL	228,190	282,482	89,631	89,631	89,631
INV EARN-SIR	1,643	5,327	3,159	3,222	3,287
RENTAL INCOME	39,623	43,704	42,390	43,662	44,972
PARKING METER INCOME	398,433	406,218	387,918	412,918	417,047
<b>TOTAL</b>	<b>698,834</b>	<b>737,731</b>	<b>530,098</b>	<b>549,433</b>	<b>554,936</b>

**FISCAL YEARS 2009-2010 AND 2010-2011  
OPERATING AND CAPITAL IMPROVEMENT BUDGET  
REVENUE SUMMARIES**

SOURCE OF FUNDS	ACTUAL 2006-2007	ACTUAL 2007-2008	AMENDED 2008-2009	ADOPTED 2009-2010	ADOPTED 2010-2011
<b><u>REVENUE FROM OTHER AGENCIES</u></b>					
MOTOR VEHICLE LICENSE FEE	30,291	20,195	10,814	10,814	10,814
PUBLIC SAFETY AUGMENTATION FUND (PSAF)	-	-	63,809	63,809	63,809
OFF HWY IN-LIEU	-	-	23	-	-
HOMEOWNER EXEMPT	30,850	31,106	25,000	25,000	25,000
STATE MANDATED COST REIMBURSEMENT	55,171	-	-	-	-
FEMA REIMBURSEMENT	50,000	-	-	-	-
CONTRACT SOLANA BEACH	8,681	25,238	20,500	15,600	15,600
ON-TRACK PARIMUTUEL	81,247	80,789	55,000	49,005	48,515
OFF-TRACK PARIMUTUEL	63,836	59,768	49,453	44,508	44,508
SOLID WASTE	2,820	2,511	2,800	2,884	2,971
<b>TOTAL</b>	<b>396,218</b>	<b>219,607</b>	<b>227,399</b>	<b>211,620</b>	<b>211,216</b>
<b><u>CHARGES - PLANNING SERVICES</u></b>					
PLANNING SERVICES	213,626	188,859	154,283	205,826	207,884
ENGINEERING SERVICES	96,872	78,901	59,173	40,000	45,000
BUILDING SERVICES	274,697	347,031	250,000	257,500	265,225
<b>TOTAL</b>	<b>585,195</b>	<b>614,791</b>	<b>463,456</b>	<b>503,326</b>	<b>518,109</b>
<b><u>OTHER REVENUE SOURCES</u></b>					
HOUSING IN-LIEU	43,157	-	-	-	-
SALE OF PROPERTY	-	6,000	7,700	12,000	-
ADMINISTRATIVE CHARGE	360,848	371,673	382,827	505,745	515,860
CONTRIBUTIONS /SPECIFIC PLAN SHARE	-	10,000	-	-	-
NUISANCE ALARM REIMBURSEMENT	2,760	1,980	2,940	2,940	2,940
WORKER'S COMP REIMBURSEMENT	92,121	25,195	-	-	-
EXPENDITURE REIMBURSEMENT	17,216	224,596	6,937	6,937	6,937
MISCELLANEOUS	97,530	10,929	230,224	40,000	40,000
<b>TOTAL</b>	<b>613,632</b>	<b>650,373</b>	<b>630,628</b>	<b>567,622</b>	<b>565,737</b>
<b>TOTAL GENERAL FUND</b>	<b>10,770,372</b>	<b>10,048,552</b>	<b>9,769,454</b>	<b>10,054,393</b>	<b>10,329,127</b>
<b><u>LIBRARY FUND</u></b>					
CONTRIBUTIONS - INN	51,250	51,500	51,250	25,000	-
CONTRIBUTIONS - FRIENDS	1,938	-	1,500	-	-
<b>TOTAL LIBRARY FUND</b>	<b>53,188</b>	<b>51,500</b>	<b>52,750</b>	<b>25,000</b>	<b>-</b>

**FISCAL YEARS 2009-2010 AND 2010-2011  
OPERATING AND CAPITAL IMPROVEMENT BUDGET  
REVENUE SUMMARIES**

SOURCE OF FUNDS	ACTUAL 2006-2007	ACTUAL 2007-2008	AMENDED 2008-2009	ADOPTED 2009-2010	ADOPTED 2010-2011
<b>GAS TAX FUND</b>					
FRANCHISE FEE	33,935	34,828	-	-	-
INVESTMENT EARNINGS	1,308	1,838	7,000	7,140	7,283
STATE GRANTS	-	-	-	-	-
STATE GAS TAX	88,789	87,511	82,860	84,517	86,208
LOCAL GRANT	-	-	-	-	-
PERS SURPLUS/INTEREST	-	-	-	-	-
PRIOR YEAR ADJUSTMENTS	-	-	-	-	-
MISCELLANEOUS	1,947	1,173	-	-	-
<b>TOTAL GAS TAX FUND</b>	<b>125,979</b>	<b>125,350</b>	<b>89,860</b>	<b>91,657</b>	<b>93,490</b>
<b>SUPPLEMENTAL LAW FUND</b>					
SUPPLEMENTAL LAW GRANT	100,000	100,000	100,000	100,000	100,000
MISCELLANEOUS	717	-	-	-	-
<b>TOTAL SUPPLEMENTAL LAW</b>	<b>100,717</b>	<b>100,000</b>	<b>100,000</b>	<b>100,000</b>	<b>100,000</b>
<b>REGIONAL COMMUNICATION</b>					
INVESTMENT EARNINGS	1,529	899	-	-	-
PROPERTY TAX	44,390	63,420	45,000	45,000	45,000
<b>TOTAL REGIONAL COMMUNICATION</b>	<b>45,919</b>	<b>64,319</b>	<b>45,000</b>	<b>45,000</b>	<b>45,000</b>
<b>GRANTS FUND</b>					
STATE	-	-	13,000	15,441	-
FEDERAL	-	28,000	-	-	-
LOCAL	-	5,000	2,444	-	-
<b>TOTAL GRANTS FUND</b>	<b>-</b>	<b>33,000</b>	<b>15,444</b>	<b>15,441</b>	<b>-</b>
<b>HOUSING FUND</b>					
INVESTMENT EARNINGS	-	34,505	24,442	24,442	24,442
CDBG	-	18,879	19,000	-	-
HOUSING IN LIEU	-	175,844	120,000	120,000	120,000
<b>TOTAL HOUSING FUND</b>	<b>-</b>	<b>229,228</b>	<b>163,442</b>	<b>144,442</b>	<b>144,442</b>
<b>WILDFIRE PROTECTION DEBT FUND</b>					
PROPERTY TAX	189,480	251,047	165,000	182,578	181,560
INVESTMENT EARNINGS	4,928	6,835	5,000	2,000	2,000
<b>WILDFIRE PROTECTION DEBT FUND</b>	<b>194,408</b>	<b>257,882</b>	<b>170,000</b>	<b>184,578</b>	<b>183,560</b>

**FISCAL YEARS 2009-2010 AND 2010-2011  
OPERATING AND CAPITAL IMPROVEMENT BUDGET  
REVENUE SUMMARIES**

SOURCE OF FUNDS	ACTUAL 2006-2007	ACTUAL 2007-2008	AMENDED 2008-2009	ADOPTED 2009-2010	ADOPTED 2010-2011
<b>CAPITAL IMPROVEMENT FUND</b>					
STATE GRANT	-	-	400,000	458,800	1,720,500
FEDERAL GRANTS	236,222	1,547,079	1,467,642	3,541,200	13,279,500
INVESTMENT EARNINGS	44,791	26,788	40,893	15,000	15,000
CONTRIBUTIONS - 20-A PRIVATE	250,000	-	30,750	-	-
CONTRIBUTIONS - 20-A SDG&E	702,392	252,909	-	-	-
CONTRIBUTIONS - 20-A AT&T/TW	-	165,793	-	-	-
EXPENDITURE REIMBURSEMENT	18,818	-	-	-	-
<b>CAPITAL IMPROVEMENT FUND</b>	<b>1,252,223</b>	<b>1,992,569</b>	<b>1,939,285</b>	<b>4,015,000</b>	<b>15,015,000</b>
<b>PROP 42 FUND</b>					
INVESTMENT EARNINGS	2,317	-	-	-	-
STATE GRANT	32,318	-	35,700	32,000	32,000
<b>PROP 42 FUND</b>	<b>34,635</b>	<b>-</b>	<b>35,700</b>	<b>32,000</b>	<b>32,000</b>
<b>TRANSNET FUND</b>					
INVESTMENT EARNINGS	3,690	1,590	-	-	-
ARRA	-	-	-	149,000	-
TRANSNET	217,408	207,408	182,060	184,500	184,500
<b>TOTAL TRANSNET FUND</b>	<b>221,098</b>	<b>208,998</b>	<b>182,060</b>	<b>333,500</b>	<b>184,500</b>
<b>TOTAL GENERAL GOVERNMENTAL FUNDS</b>	<b>13,470,757</b>	<b>18,701,735</b>	<b>16,977,523</b>	<b>15,586,065</b>	<b>26,681,439</b>
<b>WORKERS' COMPENSATION FUND</b>					
CONTRIBUTIONS	422,821	239,673	229,885	128,900	240,723
INVESTMENT EARNINGS	36,120	45,144	29,320	27,601	27,601
<b>TOTAL WORKERS' COMPENSATION</b>	<b>458,941</b>	<b>284,817</b>	<b>259,205</b>	<b>156,501</b>	<b>268,324</b>

**FISCAL YEARS 2009-2010 AND 2010-2011  
OPERATING AND CAPITAL IMPROVEMENT BUDGET  
REVENUE SUMMARIES**

SOURCE OF FUNDS	ACTUAL 2006-2007	ACTUAL 2007-2008	AMENDED 2008-2009	ADOPTED 2009-2010	ADOPTED 2010-2011
<b>WATER UTILITY FUND</b>					
PENALTIES	10,036	7,350	8,874	9,007	9,187
NON-RATE CHARGES FOR SERVICE	-	-	-	11,197	11,252
INVESTMENT EARNINGS	104,651	101,196	50,000	7,308	16,669
WATER SALES	1,497,078	1,460,015	1,500,000	1,659,935	1,768,267
READY TO SERVE CHARGE	778,155	815,607	815,000	819,454	878,721
CURRENT SERVICE FEES	38,384	43,428	56,771	10,043	10,098
FIRE METERS	-	-	-	1,153	1,153
MISCELLANEOUS	21,431	25,714	10,000	20,300	20,706
EXPENDITURE REIMBURSEMENT	45,579	-	-	-	-
<b>TOTAL OPERATING REVENUE</b>	<b>2,495,314</b>	<b>2,453,310</b>	<b>2,440,645</b>	<b>2,538,398</b>	<b>2,716,054</b>
INTEREST ON BOND RESERVES	-	9,014	2,553	-	-
<b>TOTAL WATER FUND</b>	<b>2,495,314</b>	<b>2,462,324</b>	<b>2,443,198</b>	<b>2,538,398</b>	<b>2,716,054</b>
<b>CLEAN WATER PROGRAM</b>					
PENALTIES	1,040	1,000	2,086	1,500	1,500
ADMINISTRATIVE CITATIONS	1,300	1,200	-	-	-
INVESTMENTS	-	-	2,400	2,400	2,400
SERVICE CHARGE	128,728	256,338	304,339	459,579	471,068
MISCELLANEOUS	-	-	-	-	-
GRANT REVENUE	-	-	5,000	5,000	5,000
<b>TOTAL CLEAN WATER PROGRAM</b>	<b>131,068</b>	<b>258,538</b>	<b>313,825</b>	<b>468,479</b>	<b>479,968</b>
<b>SEWER FUND</b>					
PENALTIES	11,211	7,909	7,454	9,894	10,092
INVESTMENT EARNINGS	24,622	37,753	15,000	21,706	36,673
HOMEOWNER EXEMPTION	-	-	-	-	-
SERVICE CHARGES	1,099,437	1,172,389	1,230,900	1,237,626	1,339,542
USAGE CHARGES	1,267,599	1,159,353	1,324,000	1,536,744	1,649,389
SEWER INCLUSION FEES	12,353	14,830	26,603	6,000	6,033
MISCELLANEOUS	-	7,281	5,000	5,075	5,177
CITY OF SAN DIEGO	34,209	-	-	30,450	31,059
<b>TOTAL OPERATING REVENUE</b>	<b>2,449,431</b>	<b>2,399,515</b>	<b>2,608,957</b>	<b>2,847,495</b>	<b>3,077,965</b>
BOND PROCEEDS	-	-	-	2,500,000	2,200,000
INTEREST ON BOND RESERVES	33,263	20,256	10,892	-	-
<b>TOTAL SEWER FUND</b>	<b>2,482,694</b>	<b>2,419,771</b>	<b>2,619,849</b>	<b>5,347,495</b>	<b>5,277,965</b>
<b>TOTAL ENTERPRISE FUNDS</b>	<b>5,109,076</b>	<b>5,140,633</b>	<b>5,376,872</b>	<b>8,354,372</b>	<b>8,473,987</b>
<b>TOTAL ALL FUNDS</b>	<b>19,038,774</b>	<b>24,127,185</b>	<b>22,613,600</b>	<b>24,096,938</b>	<b>35,423,751</b>

**CITY OF DEL MAR  
FISCAL YEARS 2009-2010 AND 2010-2011  
OPERATING AND CAPITAL IMPROVEMENT SUMMARY  
EXPENDITURE SUMMARIES**

DEPARTMENT	ACTUAL 2006-2007	ACTUAL 2007-2008	AMENDED 2008-2009	ADOPTED 2009-2010	ADOPTED 2010-2011
<b>GENERAL FUND</b>					
<b>GENERAL GOVERNMENT</b>					
CITY COUNCIL	85,053	110,978	69,623	52,623	60,723
LEGAL SERVICES	293,257	355,526	262,996	276,000	256,000
CITY MANAGER	378,206	422,151	540,051	547,646	555,654
HUMAN RESOURCES	25,064	16,672	40,646	41,650	41,950
CITY CLERK	280,592	304,050	337,160	328,341	332,453
ELECTIONS	4,209	3,389	21,250	854	12,360
INFORMATION SYSTEMS	321,215	338,776	420,532	357,385	327,189
FINANCE SERVICES	421,966	472,026	562,524	553,333	564,531
RISK MANAGEMENT	81,327	87,596	79,004	77,023	81,125
PLANNING SERVICES	664,388	850,697	728,121	628,674	630,352
PLANNING COMMISSION	4,215	4,593	5,067	1,787	1,498
DESIGN REVIEW BOARD	5,543	6,552	6,566	3,423	3,023
BEACH PRESERVATION	10,044	7,702	42,424	7,924	7,924
SAN DIEGUITO LAGOON	51,988	57,378	57,544	49,540	49,540
CODE ENFORCEMENT	73,856	75,410	89,358	86,503	89,465
BUILDING SERVICES	252,016	329,129	266,091	215,236	240,831
COMMUNITY SERVICES	289,796	295,387	259,795	247,846	251,884
<b>TOTAL</b>	<b>3,242,735</b>	<b>3,738,012</b>	<b>3,788,752</b>	<b>3,475,787</b>	<b>3,506,502</b>
<b>PUBLIC SAFETY</b>					
PATROL ENFORCEMENT	1,134,641	1,198,057	1,248,878	1,258,019	1,283,149
TRAFFIC ENFORCEMENT	394,835	396,303	428,361	432,645	441,298
TRAFFIC SIGNAL ENFORCEMENT	148,187	111,498	41,619	54,000	54,000
LIFEGUARD SERVICES	868,721	633,664	789,635	694,836	707,972
PARKING ENFORCEMENT	435,331	411,760	439,733	389,726	417,425
FIRE PROTECTION	1,884,811	1,829,363	1,930,844	1,952,596	2,002,102
HAZARDOUS WASTE MANAGEMENT	10,563	10,386	11,700	11,993	12,293
SOLID WASTE	8,642	10,000	7,000	7,000	7,000
EMERGENCY PREPAREDNESS	1,747	2,495	3,000	3,025	3,152
<b>TOTAL</b>	<b>4,887,478</b>	<b>4,603,526</b>	<b>4,900,770</b>	<b>4,803,838</b>	<b>4,928,391</b>
<b>PUBLIC WORKS</b>					
ENGINEERING SERVICES	220,291	193,545	181,992	161,987	144,643
GENERAL PUBLIC WORKS	125,947	69,565	75,225	72,154	73,562
FLOOD CONTROL	40,878	49,802	32,308	29,388	30,344
OTHER FACILITY MAINTENANCE	-	-	-	70,213	36,990
<b>TOTAL</b>	<b>387,116</b>	<b>312,912</b>	<b>289,525</b>	<b>333,742</b>	<b>285,539</b>
<b>NON-DEPARTMENTAL</b>					
COMMUNITY SUPPORT	85,432	125,892	118,210	82,910	72,910
CABLE TELEVISION	60,326	58,137	81,200	78,413	74,867
CITY MEMBERSHIPS	8,855	17,058	10,825	12,000	12,000
CITY HALL - GENERAL	133,673	156,196	150,020	132,227	135,092
CITY HALL - ANNEX	18,501	7,185	7,835	1,369	1,402
EQUIPMENT REPLACEMENT RESERVE	-	-	-	190,731	45,800
<b>TOTAL</b>	<b>306,787</b>	<b>364,468</b>	<b>368,090</b>	<b>497,650</b>	<b>342,071</b>
<b>TOTAL GENERAL FUND</b>	<b>8,824,116</b>	<b>9,018,918</b>	<b>9,347,137</b>	<b>9,111,017</b>	<b>9,062,503</b>

**CITY OF DEL MAR  
FISCAL YEARS 2009-2010 AND 2010-2011  
OPERATING AND CAPITAL IMPROVEMENT SUMMARY  
EXPENDITURE SUMMARIES**

DEPARTMENT	ACTUAL 2006-2007	ACTUAL 2007-2008	AMENDED 2008-2009	ADOPTED 2009-2010	ADOPTED 2010-2011
<b>LIBRARY FUND</b>					
ROOF EXPENDITURE	-	-	-	-	-
MAINTENANCE	13,167	13,963	17,000	22,660	10,825
DEBT SERVICE	62,216	62,217	62,216	-	-
<b>TOTAL LIBRARY FUND</b>	<b>75,383</b>	<b>76,180</b>	<b>79,216</b>	<b>22,660</b>	<b>10,825</b>
<b>GAS TAX FUND</b>					
STREET MAINTENANCE	79,406	111,106	178,095	133,820	137,494
STREET LIGHTS/SIGNS	114,409	135,359	149,865	145,745	153,348
STREET LANDSCAPING	113,804	123,386	139,783	136,150	145,023
<b>TOTAL GAX TAX FUND</b>	<b>307,619</b>	<b>369,851</b>	<b>467,742</b>	<b>415,715</b>	<b>435,865</b>
<b>OPEN SPACE FUND</b>					
BEACH SERVICES	311,949	375,603	288,018	276,046	282,472
POWERHOUSE OPERATIONS	188,637	224,644	249,289	258,879	249,505
SHORES PROPERTY	-	-	34,140	20,775	19,903
PARK MAINTENANCE	79,799	101,986	139,598	135,002	144,314
DEBT SERVICE	108,793	108,793	260,713	300,806	294,956
<b>TOTAL OPEN SPACE FUND</b>	<b>689,178</b>	<b>811,026</b>	<b>971,758</b>	<b>991,508</b>	<b>991,150</b>
<b>SUPPLEMENTAL LAW ENFORCEMENT FUND</b>					
LAW ENFORCEMENT	12,657	16,531	50,000	26,000	26,000
BEACH AND COMMUNITY PATROL	120,487	167,237	166,874	164,396	166,599
<b>TOTAL SUPPLEMENTAL LAW ENFORCEMENT FUND</b>	<b>133,144</b>	<b>183,768</b>	<b>216,874</b>	<b>190,396</b>	<b>192,599</b>
<b>REGIONAL COMMUNICATION FUND</b>					
REGIONAL COMMUNICATION	25,951	18,946	24,246	24,973	25,723
REGIONAL COMMUNICATION DEBT SERVICE	26,420	26,420	15,307	12,083	12,086
<b>TOTAL REGIONAL COMMUNICATION FUND</b>	<b>52,371</b>	<b>45,366</b>	<b>39,553</b>	<b>37,056</b>	<b>37,809</b>
<b>GRANTS FUND</b>					
	-	33,000	15,444	15,441	-
<b>HOUSING FUND</b>					
HOUSING	95,763	99,783	103,250	105,825	107,529
<b>WILDFIRE PROTECTION BOND DEBT FUND</b>					
	179,546	179,603	179,018	183,296	177,295
<b>TOTAL GENERAL O&amp;M FUNDS</b>	<b>10,357,120</b>	<b>10,817,495</b>	<b>11,419,992</b>	<b>11,072,915</b>	<b>11,015,575</b>

**CITY OF DEL MAR  
FISCAL YEARS 2009-2010 AND 2010-2011  
OPERATING AND CAPITAL IMPROVEMENT SUMMARY  
EXPENDITURE SUMMARIES**

DEPARTMENT	ACTUAL 2006-2007	ACTUAL 2007-2008	AMENDED 2008-2009	ADOPTED 2009-2010	ADOPTED 2010-2011
<b>CAPITAL IMPROVEMENT FUNDS</b>					
OPEN SPACE CAPITAL IMPROVEMENT FUND	172,366	8,664,930	322,150	-	-
GENERAL CAPITAL IMPROVEMENT FUND	1,561,959	3,326,460	2,802,305	4,135,840	15,000,000
PROP 42 CAPITAL IMPROVEMENT FUND	35,543	-	35,700	32,000	32,000
TRANSNET I CAPITAL IMPROVEMENT FUND	298,993	207,408	-	-	-
TRANSNET II CAPITAL IMPROVEMENT FUND	-	-	182,060	459,000	307,234
<b>TOTAL GENERAL CAPITAL IMPROVEMENT FUNDS</b>	<b>2,068,861</b>	<b>12,198,798</b>	<b>3,342,215</b>	<b>4,626,840</b>	<b>15,339,234</b>
<b>TOTAL GENERAL GOVERNMENTAL FUNDS</b>	<b>12,425,981</b>	<b>23,016,293</b>	<b>14,762,206</b>	<b>15,699,755</b>	<b>26,354,809</b>
<b>WORKERS' COMPENSATION FUND</b>					
	410,831	106,673	253,797	177,011	185,862
<b>WATER FUND</b>					
RISK MANAGEMENT	40,774	33,797	38,002	36,412	37,562
GENERAL ADMINISTRATION	760,560	759,171	577,045	564,326	587,644
WATER CONSERVATION	1,668	2,667	2,000	2,030	2,071
RAW WATER SUPPLY	805,377	725,860	866,336	1,068,373	1,211,600
TREATMENT/DELIVERY	163,633	170,862	264,627	251,373	257,551
DISTRIBUTION	257,593	312,369	343,340	321,448	332,541
BOND DEBT SERVICE	238,150	242,335	237,030	1,612	1,613
RATE FUNDED CAPITAL					
<b>TOTAL WATER FUND O&amp;M</b>	<b>2,267,755</b>	<b>2,247,061</b>	<b>2,328,380</b>	<b>2,245,574</b>	<b>2,430,582</b>
WATER CAP IMPROVEMENT	515,637	671,336	886,803	642,500	245,000
<b>TOTAL WATER FUND</b>	<b>2,783,392</b>	<b>2,918,397</b>	<b>3,215,183</b>	<b>2,888,074</b>	<b>2,675,582</b>
<b>CLEAN WATER FUND</b>					
ENGINEERING	185,677	289,461	85,500	82,200	82,200
PLANNING	18,359	27,992	37,533	25,622	31,752
CODE ENFORCEMENT	23,513	7,971	30,984	29,658	29,965
CLEAN WATER MANAGEMENT	-	66,497	196,242	196,051	190,464
PUBLIC WORKS	15,087	14,684	14,111	16,527	16,801
FLOOD CONTROL	4,422	4,231	4,985	4,351	4,497
STREET MAINTENANCE	86,870	84,903	100,173	81,700	84,665
STREET LANDSCAPING	17,182	15,730	19,041	18,207	19,180
PARK MAINTENANCE	7,972	18,697	23,212	12,944	13,789
<b>TOTAL CLEAN WATER FUND</b>	<b>359,082</b>	<b>530,166</b>	<b>511,781</b>	<b>467,259</b>	<b>473,313</b>

**CITY OF DEL MAR  
FISCAL YEARS 2009-2010 AND 2010-2011  
OPERATING AND CAPITAL IMPROVEMENT SUMMARY  
EXPENDITURE SUMMARIES**

DEPARTMENT	ACTUAL 2006-2007	ACTUAL 2007-2008	AMENDED 2008-2009	ADOPTED 2009-2010	ADOPTED 2010-2011
<b>SEWER FUND</b>					
RISK MANAGEMENT	37,526	33,797	38,002	43,412	44,562
GENERAL ADMINISTRATION	445,703	401,637	610,021	570,659	582,425
SEWER COLLECTION	154,698	165,118	207,785	211,040	218,043
PUMPING	134,452	190,554	186,429	174,491	180,701
TRANSPORTATION/TREATMENT	740,867	842,596	853,613	912,240	942,240
BOND DEBT SERVICE	456,162	454,486	451,592	451,101	454,739
<b>TOTAL SEWER FUND O&amp;M</b>	<b>1,969,408</b>	<b>2,088,188</b>	<b>2,347,442</b>	<b>2,362,942</b>	<b>2,422,710</b>
SEWER CAPITAL IMPROVEMENT	507,620	365,835	547,597	2,592,500	2,320,000
<b>TOTAL SEWER FUND</b>	<b>2,477,028</b>	<b>2,454,023</b>	<b>2,895,039</b>	<b>4,955,442</b>	<b>4,742,710</b>
<b>TOTAL ENTERPRISE FUNDS</b>	<b>5,619,502</b>	<b>5,902,586</b>	<b>6,622,003</b>	<b>8,310,776</b>	<b>7,891,605</b>
<b>TOTAL EXPENDITURES</b>	<b>18,456,314</b>	<b>29,025,552</b>	<b>21,638,006</b>	<b>24,187,541</b>	<b>34,432,276</b>

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# City Service Vision

Del Mar is a beautiful coastal village enjoyed and treasured by its residents, businesses, visitors and employees.

We are dedicated to providing extraordinary and personalized service. You will know this by:

- Friendly face-to-face contact
- Accessible, knowledgeable, professional and caring staff
- Cooperation and support between departments
- Superior response time to questions, problems and emergencies
- And... an appreciation for the community's vision of making Del Mar A WONDERFUL PLACE TO LIVE WORK and PLAY

We still make house calls...

*innovation   integrity   teamwork   service excellence   preservation & safety*

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*A wonderful place to live, work & play*

## **GENERAL FUND**

The General Fund accounts for all the revenues received by the City that are not designated for a specific purpose either by the City Council, State or Federal requirements, or special requirements such as those associated with bond debt. We monitor the General Fund dollars most closely because these revenues fund the backbone of City government. The major sources of General Fund revenues include property tax, sales tax, transient occupancy tax, and parking fees and fines. General Fund revenue decreases can have a profound effect on the operations of City government.

Most general government programs are funded through the General Fund, and in the City of Del Mar, those programs include general administrative services, planning, and safety functions such as law enforcement, fire and lifeguard services.



## CITY COUNCIL

The City Council, as the elected representatives of Del Mar, sets City policy, determines budget priorities, allocates resources, and hears appeals from decisions of the Planning Commission and Design Review Board. Through the selection and appointment of numerous volunteers to advisory committees, the Council fosters and promotes the active involvement of Del Mar residents in important City programs and activities. The City Council appoints the City Manager to manage the City and the City Attorney to provide legal advice and ensure compliance with local, State, and Federal laws.

Through the Community Support Program, the City Council allocates funds to help support various organizations and groups that provide public services to the greater community.

### **Fiscal Years 2007-2008 and 2008-2009 Achievements**

In addition to holding two regularly scheduled meetings on a monthly basis, City Councilmembers serve as liaisons to citizen advisory committees and serve on regional boards and commissions. Highlights of City Council objectives achieved in Fiscal Years 2007-2008 and 2008-2009 include:

- Developed Must Do's, Strategic Initiatives and Operational Initiatives for Fiscal Years 2009-2010 and 2010-2011.
- Initiated discussions with 22<sup>nd</sup> DAA related to the cost of services that the City of Del Mar provides.
- Participated in regional activities advocating for Del Mar related to sand replenishment, marine life protection act, the lagoons, and grant funding from both the state and federal government.
- Adopted changes to the zoning regulations to stimulate business activity in the downtown related to retail and improvements to commercial properties.
- Championed for a safer Del Mar related to fire prevention through educational programs, outreach with the community and the adoption of more stringent fire codes.

- Met Finnell Plan – second year of implementation.
- Facilitated additional time for the fundraisers to pay off the Shores Debt.
- Approved a Traffic Calming Plan for the Crest Neighborhood and implemented two critical elements.
- Gained voter approval on increasing the Transient Occupancy Tax up to 13 percent.
- Gained voter approval on ratifying and approving the Clean Water charge.

### **Fiscal Years 2009-2010 and 2010-2011 Goals and Objectives**

On March 7, 2009, the City Council reviewed the Fiscal Years 2007-2008 and 2008-2009 four primary goals and established “must-do’s”, strategic initiatives, and operational initiatives, included as a separate item in this document, titled City Council Priorities, that will be finalized and incorporated into the Fiscal Years 2009-2010 and 2010-2011 budget work program.

**PROGRAM: CITY COUNCIL** **ACCT # 01-5100**

The City Council consists of five independently elected Councilmembers who set City policy, appropriate resources, represent the City on regional forums, and hear appeals from citizens.

	<b>ACTUAL 2006-2007</b>	<b>ACTUAL 2007-2008</b>	<b>AMENDED 2008-2009</b>	<b>ADOPTED 2009-2010</b>	<b>ADOPTED 2010-2011</b>	
Employee Services	\$16,329	\$20,483	\$20,023	\$20,023	\$20,023	(1)
Maintenance & Operations	6,465	12,243	16,600	9,600	9,700	
Contractual Services	62,259	78,252	33,000	23,000	31,000	(2)
Debt Service	0	0	0	0	0	
Capital Outlay	0	0	0	0	0	
<b>GRAND TOTAL</b>	<b>\$85,053</b>	<b>\$110,978</b>	<b>\$69,623</b>	<b>\$52,623</b>	<b>\$60,723</b>	
<b>POSITIONS (FTE)</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	

(1) Each of the five Councilmembers receive a \$300 monthly stipend; the Mayor receives an additional \$50 per month.

(2) Fiscal Years 2009-2010 and 2010-2011 amounts include funds for a lobbyist.

**PROGRAM: LEGAL SERVICES** **ACCT # 01-5101**

Legal services are provided by contract with the City Attorney. This program also includes funds for additional services by the City Attorney, as well as outside attorney services.

	<b>ACTUAL 2006-2007</b>	<b>ACTUAL 2007-2008</b>	<b>AMENDED 2008-2009</b>	<b>ADOPTED 2009-2010</b>	<b>ADOPTED 2010-2011</b>	
Employee Services	\$101,137	\$102,250	\$0	\$0	\$0	(1)
Maintenance & Operations	4,000	0	0	0	0	
Contractual Services	188,120	253,276	262,996	276,000	256,000	(2)
Debt Service	0	0	0	0	0	
Capital Outlay	0	0	0	0	0	
<b>GRAND TOTAL</b>	<b>\$293,257</b>	<b>\$355,526</b>	<b>\$262,996</b>	<b>\$276,000</b>	<b>\$256,000</b>	
<b>POSITIONS (FTE)</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	

(1) Fiscal Years 2006-2007 and 2007-2008 include employee services for the previous City Attorney retainer and PERS retirement benefits. Beginning in Fiscal Year 2008-2009, the City Attorney is on a retainer under contractual services.

(2) Contractual services include a retainer for the City Attorney and outside legal costs.

**PROGRAM: COMMUNITY SUPPORT**

**ACCT #01-5110**

Through the Community Support Program, the City Council provides financial support to not-for-profit organizations and community groups which provide worthwhile services to the public. Funding decisions are made based on the submittal of a funding request form that the Council evaluates as part of the budget process. This program also funds the Dial-a-Ride program; a taxi voucher program for Del Mar seniors and/or the disabled.

	<b>ACTUAL 2006-2007</b>	<b>ACTUAL 2007-2008</b>	<b>AMENDED 2008-2009</b>	<b>ADOPTED 2009-2010</b>	<b>ADOPTED 2010-2011</b>
Employee Services	\$0	\$0	\$0	\$0	\$0
Maintenance & Operations	81,621	121,892	114,210	78,910	68,910 (1)
Contractual Services	3,811	4,000	4,000	4,000	4,000 (2)
Debt Service	0	0	0	0	0
Capital Outlay	0	0	0	0	0
<b>GRAND TOTAL</b>	<b>\$85,432</b>	<b>\$125,892</b>	<b>\$118,210</b>	<b>\$82,910</b>	<b>\$72,910</b>
<b>POSITIONS (FTE)</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>

(1) The recommended contributions are shown below along with the Fiscal Year 2008-2009 actual contributions. No additional funds are included for Council's allocation during the fiscal year.

	<b>ACTUAL FY 2008-2009</b>	<b>ADOPTED FY 2009-2010</b>	<b>ADOPTED FY 2010-2011</b>
Meals-On-Wheels	\$ 3,500	\$ -	\$ -
DMVA -Holidays in the Village	85,000	60,000	50,000
2-1-1 San Diego	910	910	910
San Dieguito Alliance Drug Free Youth	2,500	500	500
Community Connections-Transportation	17,500	17,500	17,500
Community Connections - Dial a Ride	4,000	4,000	4,000
Del Mar Community Calendar	1,800	-	-
Historical Society	3,000	-	-
	<b>\$118,210</b>	<b>\$82,910</b>	<b>\$72,910</b>

(2) Up to Fiscal Year 2009-2010, this amount funded the Dial-a-Ride program for Del Mar's senior citizens and/or disabled residents. Del Mar Community Connections (DMCC) has agreed to provide management responsibility of the program as this program ties closely to DMCC's other transportation services. The Dial-a-Ride support is now shown with the contribution to Community Connections.

**PROGRAM: SOLID WASTE****ACCT # 01-5125**

This program covers the costs of the City's participation in the Household Hazardous Waste program sponsored through the Regional Solid Waste Authority.

	<b>ACTUAL 2006-2007</b>	<b>ACTUAL 2007-2008</b>	<b>AMENDED 2008-2009</b>	<b>ADOPTED 2009-2010</b>	<b>ADOPTED 2010-2011</b>
Employee Services	\$0	\$0	\$0	\$0	\$0
Maintenance & Operations	0	0	0	0	0
Contractual Services	8,642	10,000	7,000	7,000	7,000 (1)
Debt Service	0	0	0	0	0
Capital Outlay	0	0	0	0	0
<b>GRAND TOTAL</b>	<b>\$8,642</b>	<b>\$10,000</b>	<b>\$7,000</b>	<b>\$7,000</b>	<b>\$7,000</b>
<b>POSITIONS (FTE)</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>

(1) This amount funds the Household Hazardous Waste (HHW) Program that allows the City to offer hazardous waste services such as home collection of HHW materials for Del Mar residents in addition to access to drop-off facilities in Vista and Poway.

**CITY OF DEL MAR  
FISCAL YEARS 2009-2010 AND 2010-2011  
EXPENDITURE DETAIL**

<b>FUND: 01      GENERAL</b>						
<b>ACCOUNT</b>	<b>DESCRIPTION</b>	<b>ACTUAL 2006-2007</b>	<b>ACTUAL 2007-2008</b>	<b>AMENDED 2008-2009</b>	<b>ADOPTED 2009-2010</b>	<b>ADOPTED 2010-2011</b>
	<b><u>CITY COUNCIL</u></b>					
01-5100-1000	COUNCIL STIPEND	15,126	18,984	18,600	18,600	18,600
01-5100-1200	BENEFITS	1,203	1,499	1,423	1,423	1,423
	<b>EMPLOYEE SERVICES</b>	<b>16,329</b>	<b>20,483</b>	<b>20,023</b>	<b>20,023</b>	<b>20,023</b>
01-5100-2300	OPERATING SUPPLIES	549	2,954	1,000	1,000	1,000
01-5100-2350	COMMUNITY PROMOTION	1,973	6,661	12,000	5,000	5,100
01-5100-3800	MEETINGS & TRAVEL	3,175	1,315	1,500	1,500	1,500
01-5100-3801	TRAINING & EDUCATION	164	709	1,500	1,500	1,500
01-5100-3900	AUTO ALLOWANCE	604	604	600	600	600
	<b>MAINTENANCE &amp; OPERATIONS</b>	<b>6,465</b>	<b>12,243</b>	<b>16,600</b>	<b>9,600</b>	<b>9,700</b>
01-5100-3200	CONTRACTUAL SERVICES	62,259	78,252	33,000	23,000	31,000
01-5100-3213	DOWNTOWN REVITALIZATION	-	-	-	-	-
01-5100-3200	<b>CONTRACTUAL SERVICES</b>	<b>62,259</b>	<b>78,252</b>	<b>33,000</b>	<b>23,000</b>	<b>31,000</b>
	<b>CITY COUNCIL</b>	<b>85,053</b>	<b>110,978</b>	<b>69,623</b>	<b>52,623</b>	<b>60,723</b>
	<b><u>LEGAL SERVICES</u></b>					
01-5101-1000	SALARIES	79,785	81,446	-	-	-
01-5101-1200	BENEFITS	17,307	17,991	-	-	-
01-5101-1205	WORKER'S COMPENSATION	4,045	2,813	-	-	-
	<b>EMPLOYEE SERVICES</b>	<b>101,137</b>	<b>102,250</b>	-	-	-
01-5101-3802	PROFESSIONAL DEVELOPMENT	4,000	-	-	-	-
	<b>MAINTENANCE &amp; OPERATIONS</b>	<b>4,000</b>	-	-	-	-
01-5101-3200	CONTRACTUAL SERVICES	-	-	-	-	-
01-5101-3201	CITY ATTORNEY RETAINER	-	-	87,996	198,000	216,000
01-5101-3202	CITY ATTORNEY ADDITIONAL	187,538	238,291	150,000	-	40,000
01-5101-3203	OUTSIDE ATTORNEY SERVICES	582	14,985	25,000	78,000	-
01-5101-3209	OUTSIDE ATTORNEY HELICOPTER	-	-	-	-	-
01-5101-3216	ATTORNEY GENERAL	-	-	-	-	-
	<b>CONTRACTUAL SERVICES</b>	<b>188,120</b>	<b>253,276</b>	<b>262,996</b>	<b>276,000</b>	<b>256,000</b>
	<b>LEGAL SERVICES</b>	<b>293,257</b>	<b>355,526</b>	<b>262,996</b>	<b>276,000</b>	<b>256,000</b>
	<b><u>COMMUNITY SUPPORT</u></b>					
01-5110-3500	CONTRIBUTIONS	81,621	121,892	114,210	78,910	68,910
	<b>MAINTENANCE &amp; OPERATIONS</b>	<b>81,621</b>	<b>121,892</b>	<b>114,210</b>	<b>78,910</b>	<b>68,910</b>
01-5110-3200	<b>CONTRACTUAL SERVICES</b>	<b>3,811</b>	<b>4,000</b>	<b>4,000</b>	<b>4,000</b>	<b>4,000</b>
	<b>COMMUNITY SUPPORT</b>	<b>85,432</b>	<b>125,892</b>	<b>118,210</b>	<b>82,910</b>	<b>72,910</b>
	<b><u>SOLID WASTE</u></b>					
01-5125-3200	CONTRACTUAL SERVICES	-	-	-	-	-
01-5125-3208	HOUSEHOLD HAZARDOUS WASTE	8,642	10,000	7,000	7,000	7,000
	<b>CONTRACTUAL SERVICES</b>	<b>8,642</b>	<b>10,000</b>	<b>7,000</b>	<b>7,000</b>	<b>7,000</b>
	<b>SOLID WASTE</b>	<b>8,642</b>	<b>10,000</b>	<b>7,000</b>	<b>7,000</b>	<b>7,000</b>



# City Manager

## Department Mission Statement

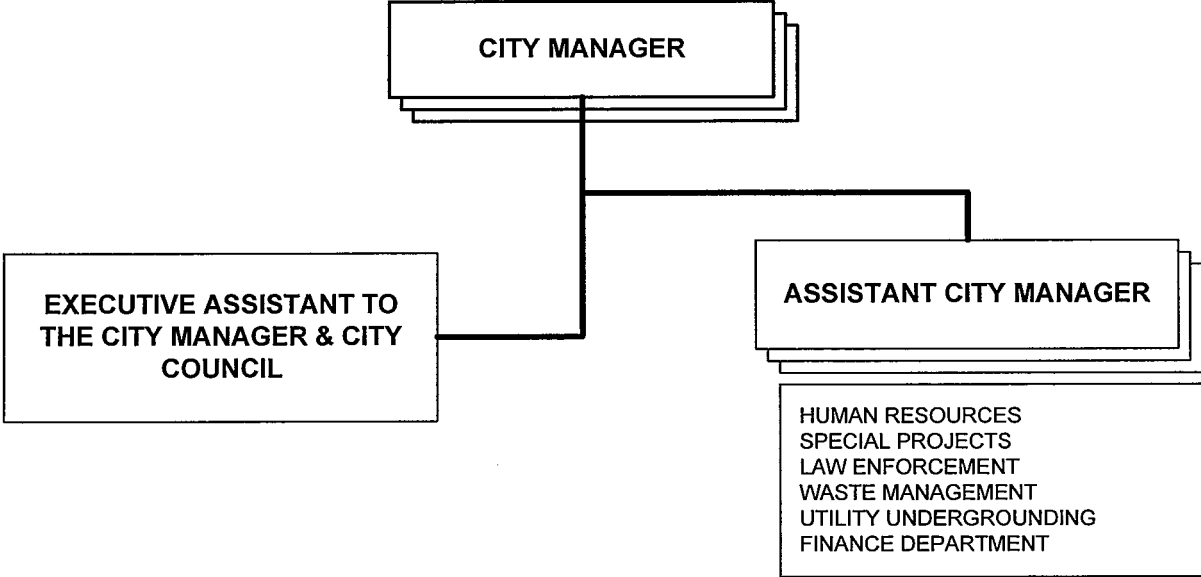
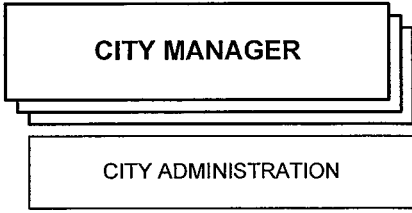
The City Manager's Office is committed to supporting and serving the City Council and Community with energy and enthusiasm. We provide leadership and coordination for the City employees to achieve our community goals.

*We are often the first or the last point of contact and we strive to handle ALL customers with integrity, respect, and professionalism.*

*innovation   integrity   teamwork   service excellence   preservation & safety*

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*A wonderful place to live, work & play*



## CITY MANAGER'S DEPARTMENT

The City Manager's Department is responsible for implementing the goals and policies of the City Council, developing a budget for Council review and approval, coordinating the flow of information to and from the Council, overseeing the activities of the other departments, and initiating/coordinating various special programs. In addition, the Department oversees the City's personnel and labor relations functions, including the formal meet-and-confer sessions with the City's two employee associations to ensure that personnel activity is conducted in accordance with State and Federal laws and regulations.

### **Fiscal Years 2007-2008 and 2008-2009 Achievements**

In addition to monitoring the progress of the City's departments toward attaining the Council's goals and objectives, the City Manager's Office completed several special projects during Fiscal Years 2007-2008 and 2008-2009 as outlined below:

- Negotiated the acquisition of the Shores Property including the refinancing of the Shores Promissory note through a low-interest rate private placement with Union Bank.
- Completed the update of the cost allocation plan and the planning and development fee study.
- Secured passage of a Transient Occupancy Tax increase from 10.5 percent up to 13 percent. While only a simple majority was required, the measure was approved by 62.36 percent of the voters.
- Secured passage of the new Clean Water Fees in compliance with Proposition 218, and ratified the existing Clean Water Fees via a mail-in ballot notification. While only a simple majority was required, the existing rates were ratified with 68.9% of the ballots in favor, and the proposed rates also passed easily with 62.4% of the ballots in favor.
- Completed update of the water and sewer rates and charges and connection fees, including drought rates and Proposition 218 noticing.
- Completed refund calculation for Ocean View Pines Undergrounding District, refunding \$375,000 to residents.

- Implemented 9/80 work schedule program while improving service to the public by expanding City Hall hours by one hour per day, Monday through Thursday.
- Negotiated an affordable and effective approach to traffic calming on Crest Road.
- Completed RFPs and selected contractors for as-needed City engineering services.
- Completed RFPs and selected a City Attorney firm.
- Partnered with the County of San Diego to replace the City's library shake-shingle roof prior to the fire code requirement in 2013.

### **Service Level Changes**

Service level will remain the same as in Fiscal Years 2007-2008 and 2008-2009.

### **Fiscal Years 2009-2010 and 2010-2011 Goals and Objectives**

- Continue to build a collaborative culture at City Hall with an emphasis in customer service.
- Lead the review of the 22<sup>nd</sup> DAA Master Plan and assessment of impacts to City services and infrastructure.
- Develop and implement sustainable revenue strategies that provide the needed funding sources to meet the City's service demands.
- Pursue initiatives for a greener Del Mar through grant funding opportunities, and through working to increase recycling opportunities for residents and businesses.
- Retire the debt for the Shores property, complete Winston Lease and program the site to meet the needs of the residents.
- Complete RFP for City Hall site.
- Develop grant strategy for the Beach Safety Center.
- Complete update of the City's Personnel Rules.

- Complete the undergrounding of the North Hills and Sunset Undergrounding Districts.
- Work to improve the financial wherewithal of the City and its ability to fund new capital and infrastructure improvement projects through securing new funding sources.

<b>Positions (FTE)</b>	<b>2006-2007 Actual</b>	<b>2007-2008 Actual</b>	<b>2008-2009 Actual</b>	<b>2009-2010 Adopted</b>	<b>2010-2011 Adopted</b>
City Manager	2.5	2.5	3.0	3.0	3.0

**PROGRAM: CITY MANAGER** **ACCT #01-5200**

The City Manager's Office is responsible for overseeing the implementation of the goals and objectives of the City Council, as well as the overall management of City operations. In addition, the City Manager's Office oversees a number of contracts and franchises including solid waste, recycling, and Sheriff law enforcement services, as well as coordinating special projects involving all City Departments.

	<b>ACTUAL 2006-2007</b>	<b>ACTUAL 2007-2008</b>	<b>AMENDED 2008-2009</b>	<b>ADOPTED 2009-2010</b>	<b>ADOPTED 2010-2011</b>
Employee Services	\$364,846	\$395,751	\$518,219	\$523,106	\$530,114 (1)
Maintenance & Operations	12,100	12,206	21,832	19,540	20,540
Contractual Services	1,260	14,194	0	5,000	5,000
Debt Service	0	0	0	0	0
Capital Outlay	0	0	0	0	0
<b>GRAND TOTAL</b>	<b>\$378,206</b>	<b>\$422,151</b>	<b>\$540,051</b>	<b>\$547,646</b>	<b>\$555,654</b>
<b>POSITIONS (FTE)</b>	<b>2.5</b>	<b>2.5</b>	<b>3.0</b>	<b>3.0</b>	<b>3.0 (1)</b>

(1) Beginning in Fiscal Year 2008-2009, the Assistant City Manager position is allocated 100 percent to the City Manager Department. Prior to that, it was allocated evenly between the City Manager and the Fire Department.

**PROGRAM: HUMAN RESOURCES** **ACCT #01-5210**

The Human Resources program oversees all personnel-related activity of the City such as position recruitment, employee training, and collective bargaining with two unions representing City employees. This program also includes the Employee Assistance Program.

	<b>ACTUAL 2006-2007</b>	<b>ACTUAL 2007-2008</b>	<b>AMENDED 2008-2009</b>	<b>ADOPTED 2009-2010</b>	<b>ADOPTED 2010-2011</b>
Employee Services	\$191	\$1,676	\$2,500	\$3,500	\$3,500
Maintenance & Operations	19,734	10,192	18,146	7,950	7,950 (1)
Contractual Services	5,139	4,804	20,000	30,200	30,500 (2)
Debt Service	0	0	0	0	0
Capital Outlay	0	0	0	0	0
<b>GRAND TOTAL</b>	<b>\$25,064</b>	<b>\$16,672</b>	<b>\$40,646</b>	<b>\$41,650</b>	<b>\$41,950</b>
<b>POSITIONS (FTE)</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>

(1) These funds provide for City-wide employee recruitment, training, and special recognition events.

(2) This amount includes the cost of the City's Employee Assistance Program and any costs for outside consultants.

**PROGRAM: CITY MEMBERSHIPS****ACCT #01-5212**

City memberships provide for Del Mar's memberships in a number of outside agencies including the San Diego Association of Governments (SANDAG), the League of California Cities (LCC), and the Local Agency Formation Commission (LAFCO), among others.

	<b>ACTUAL 2006-2007</b>	<b>ACTUAL 2007-2008</b>	<b>AMENDED 2008-2009</b>	<b>ADOPTED 2009-2010</b>	<b>ADOPTED 2010-2011</b>
Employee Services	\$0	\$0	\$0	\$0	\$0
Maintenance & Operations	8,855	17,058	10,825	12,000	12,000 (1)
Debt Service	0	0	0	0	0
Capital Outlay	0	0	0	0	0
<b>GRAND TOTAL</b>	<b>\$8,855</b>	<b>\$17,058</b>	<b>\$10,825</b>	<b>\$12,000</b>	<b>\$12,000</b>
<b>POSITIONS (FTE)</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>

(1) This category contains the actual costs the City must pay for memberships in these organizations.

**CITY OF DEL MAR  
FISCAL YEARS 2009-2010 AND 2010-2011  
EXPENDITURE DETAIL**

<b>FUND: 01      GENERAL</b>						
<b>ACCOUNT</b>	<b>DESCRIPTION</b>	<b>ACTUAL 2006-2007</b>	<b>ACTUAL 2007-2008</b>	<b>AMENDED 2008-2009</b>	<b>ADOPTED 2009-2010</b>	<b>ADOPTED 2010-2011</b>
	<b><u>CITY MANAGER</u></b>					
01-5200-1000	SALARIES - PERMANENT	270,177	294,792	379,714	390,354	390,354
01-5200-1200	EMPLOYEE BENEFITS	81,177	92,636	126,042	129,527	130,732
01-5200-1205	WORKERS' COMPENSATION	11,636	8,051	11,463	3,224	9,027
01-5200-1400	OVERTIME SALARIES	-	272	500	-	-
01-5200-1803	OUTSIDE CLERICAL	1,856	-	500	-	-
	<b>EMPLOYEE SERVICES</b>	<b>364,846</b>	<b>395,751</b>	<b>518,219</b>	<b>523,106</b>	<b>530,114</b>
01-5200-2131	VEHICLE MAINTENANCE	1,298	2,097	1,000	1,000	2,000
01-5200-2300	OPERATING SUPPLIES	1,450	2,471	4,132	5,000	5,000
01-5200-2360	COMPUTER SOFTWARE	-	-	-	-	-
01-5200-2800	GAS & OIL	1,901	1,506	2,500	1,500	1,500
01-5200-3700	MEMBERSHIPS & SUBSCRIPTIONS	720	1,595	1,400	2,240	2,240
01-5200-3800	MEETINGS & TRAVEL	2,575	2,634	5,000	3,000	3,000
01-5200-3801	TRAINING & EDUCATION	-	703	3,000	2,000	2,000
01-5200-3900	AUTO ALLOWANCE	4,156	1,200	4,800	4,800	4,800
	<b>MAINTENANCE &amp; OPERATIONS</b>	<b>12,100</b>	<b>12,206</b>	<b>21,832</b>	<b>19,540</b>	<b>20,540</b>
01-5200-3200	<b>CONTRACTUAL SERVICES</b>	<b>1,260</b>	<b>14,194</b>	<b>-</b>	<b>5,000</b>	<b>5,000</b>
01-5200-5500	VEHICLES	-	-	-	-	-
	<b>CAPITAL OUTLAY</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>
	<b>CITY MANAGER</b>	<b>378,206</b>	<b>422,151</b>	<b>540,051</b>	<b>547,646</b>	<b>555,654</b>
	<b><u>HUMAN RESOURCES</u></b>					
01-5210-1250	TUITION REIMBURSEMENT	191	1,676	2,500	3,500	3,500
	<b>EMPLOYEE SERVICES</b>	<b>191</b>	<b>1,676</b>	<b>2,500</b>	<b>3,500</b>	<b>3,500</b>
01-5210-2330	EMPLOYEE RELATIONS	3,411	3,395	4,200	3,000	3,000
01-5210-3000	ADVERTISING & PRINTING	8,797	1,548	8,000	2,000	2,000
01-5210-3700	MEMBERSHIPS & SUBSCRIPTIONS	625	900	700	700	700
01-5210-3800	MEETINGS & TRAVEL	866	2,849	100	250	250
01-5210-3801	TRAINING & EDUCATION	6,035	1,500	5,146	2,000	2,000
	<b>MAINTENANCE &amp; OPERATIONS</b>	<b>19,734</b>	<b>10,192</b>	<b>18,146</b>	<b>7,950</b>	<b>7,950</b>
01-5210-3200	<b>CONTRACTUAL SERVICES</b>	<b>5,139</b>	<b>4,804</b>	<b>20,000</b>	<b>30,200</b>	<b>30,500</b>
	<b>HUMAN RESOURCES</b>	<b>25,064</b>	<b>16,672</b>	<b>40,646</b>	<b>41,650</b>	<b>41,950</b>
	<b><u>CITY MEMBERSHIPS</u></b>					
01-5212-3700	MEMBERSHIPS & SUBSCRIPTIONS	8,855	17,058	10,825	12,000	12,000
	<b>MAINTENANCE &amp; OPERATIONS</b>	<b>8,855</b>	<b>17,058</b>	<b>10,825</b>	<b>12,000</b>	<b>12,000</b>
	<b>CITY MEMBERSHIPS</b>	<b>8,855</b>	<b>17,058</b>	<b>10,825</b>	<b>12,000</b>	<b>12,000</b>



# Engineering

## Department Mission Statement

The employees of the Engineering Department are dedicated to providing innovative, timely and cost effective civil engineering solutions to preserve and enhance the environment and the quality of life in the beautiful village of Del Mar.

## **CITY ENGINEER'S DEPARTMENT**

City Engineering services include consultation and technical support to the City Manager, Department Heads, and City Council, resolving public inquiries regarding water, sewer, streets, storm drains and other infrastructure. Services also include capital improvement planning and budgeting, traffic engineering, field investigations, periodic representation of the City in dealing with other public agencies, providing technical support for grant applications, services for development regulation and review, such as plan review and inspection of privately-funded public improvements. The City Engineer manages the design and construction of the City's Annual Capital Improvement Program. Traffic engineering, while handled by an independent traffic consultant, is budgeted in this department.

### **Fiscal Years 2007-2008 and 2008-2009 Achievements**

- Assisted in the Caltrans processing for the North Torrey Pines Bridge that has resulted in environmental approval and strategy approval for the design.
- Completed the design for the 21<sup>st</sup> Street Pump station.
- Managed the design and/or the contract administration of a number of other critical capital improvement projects, including the following:
  - Completion of the Annual Street & Drainage project including numerous special drainage and traffic calming projects
  - 4<sup>th</sup> and Camino Del Mar intersection improvements
  - Completion of the Bi-Annual Water and Sewer project
  - American Disabilities Act (ADA) improvements at the Powerhouse Park
  - Herbicide application to sewer mains identified as in need of treatment.

### **Service Level Changes**

The current level of service will be maintained.

### **Fiscal Years 2009-2010 and 2010-2011 Goals and Objectives**

- Complete the Assessment Engineering process for the North Hills and Sunset utility undergrounding assessment districts.
- Complete financing, award and construction of the 21<sup>st</sup> Street Pump Station.

- Complete Caltrans approval and advertising and begin construction of the North Torrey Pines Bridge Seismic Retrofit.
- Complete the design and construction of projects funded through the America Recovery and Reinvestment Act (ARRA).

**PROGRAM: ENGINEERING SERVICES****ACCT #01-5220**

General Engineering and Traffic Engineering services are currently provided through a contract with RBF Consulting. General engineering services include capital improvement planning and budgeting, field investigations, and technical support for various projects including grant writing and analysis of traffic circulation issues.

	<b>ACTUAL 2006-2007</b>	<b>ACTUAL 2007-2008</b>	<b>AMENDED 2008-2009</b>	<b>ADOPTED 2009-2010</b>	<b>ADOPTED 2010-2011</b>
Employee Services	\$0	\$0	\$0	\$0	\$0
Maintenance & Operations	0	0	0	0	0
Contractual Services	220,291	193,545	181,992	161,987	144,643 (1)
Debt Service	0	0	0	0	0
Capital Outlay	0	0	0	0	0
<b>GRAND TOTAL</b>	<b>\$220,291</b>	<b>\$193,545</b>	<b>\$181,992</b>	<b>\$161,987</b>	<b>\$144,643</b>
<b>POSITIONS (FTE)</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>

(1) This budget reflects a base level of engineering services for each year. Preliminary development reviews charged to this account are offset by a flat fee reported in engineering revenues. Expenditures include review of the 22nd DAA Master Plan expected to be released in October 2009.

CITY OF DEL MAR  
FISCAL YEARS 2009-2010 AND 2010-2011  
EXPENDITURE DETAIL

FUND: 01      GENERAL						
ACCOUNT	DESCRIPTION	ACTUAL 2006-2007	ACTUAL 2007-2008	AMENDED 2008-2009	ADOPTED 2009-2010	ADOPTED 2010-2011
	<b>ENGINEERING SERVICES</b>					
01-5220-3700	MEMBERSHIPS & SUBSCRIPTIONS	-	-	-	-	-
01-5220-3800	MEETINGS & TRAVEL	-	-	-	-	-
	<b>MAINTENANCE &amp; OPERATIONS</b>					
01-5220-3210	CITY ENGINEER	53,710	50,925	52,962	54,286	55,643
01-5220-3211	CITY ENGINEER - SPECIAL PROJECT	18,856	39,923	25,951	26,600	10,000
01-5220-3212	TRAFFIC ENGINEERING	10,168	16,310	16,684	17,101	10,000
01-5220-3213	PRELIMINARY REVIEWS	-	-	-	-	-
01-5220-3218	ORDINANCE/PROCEDURES. UPDATE	4,316	1,530	5,190	4,000	4,000
01-5220-3219	TECH SUPPORT PLANNING	34,876	24,646	22,032	20,000	20,000
01-5220-3227	DEVELOPMENT REVIEWS	95,462	60,211	59,173	40,000	45,000
01-5220-3200	CONTRACTUAL SERVICES	2,903	-	2,900	-	-
	<b>CONTRACTUAL SERVICES</b>	<b>220,291</b>	<b>193,545</b>	<b>181,992</b>	<b>161,987</b>	<b>144,643</b>
	<b>ENGINEERING SERVICES</b>	<b>220,291</b>	<b>193,545</b>	<b>181,992</b>	<b>161,987</b>	<b>144,643</b>

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# Community Services

## Department Mission Statement

Our highly trained and motivated team strives to maintain and enhance our reputation for excellence in safety, cleanliness, and use of our recreational resources.

*Safe fun in the sun.*

## Fire

## Department Mission Statement

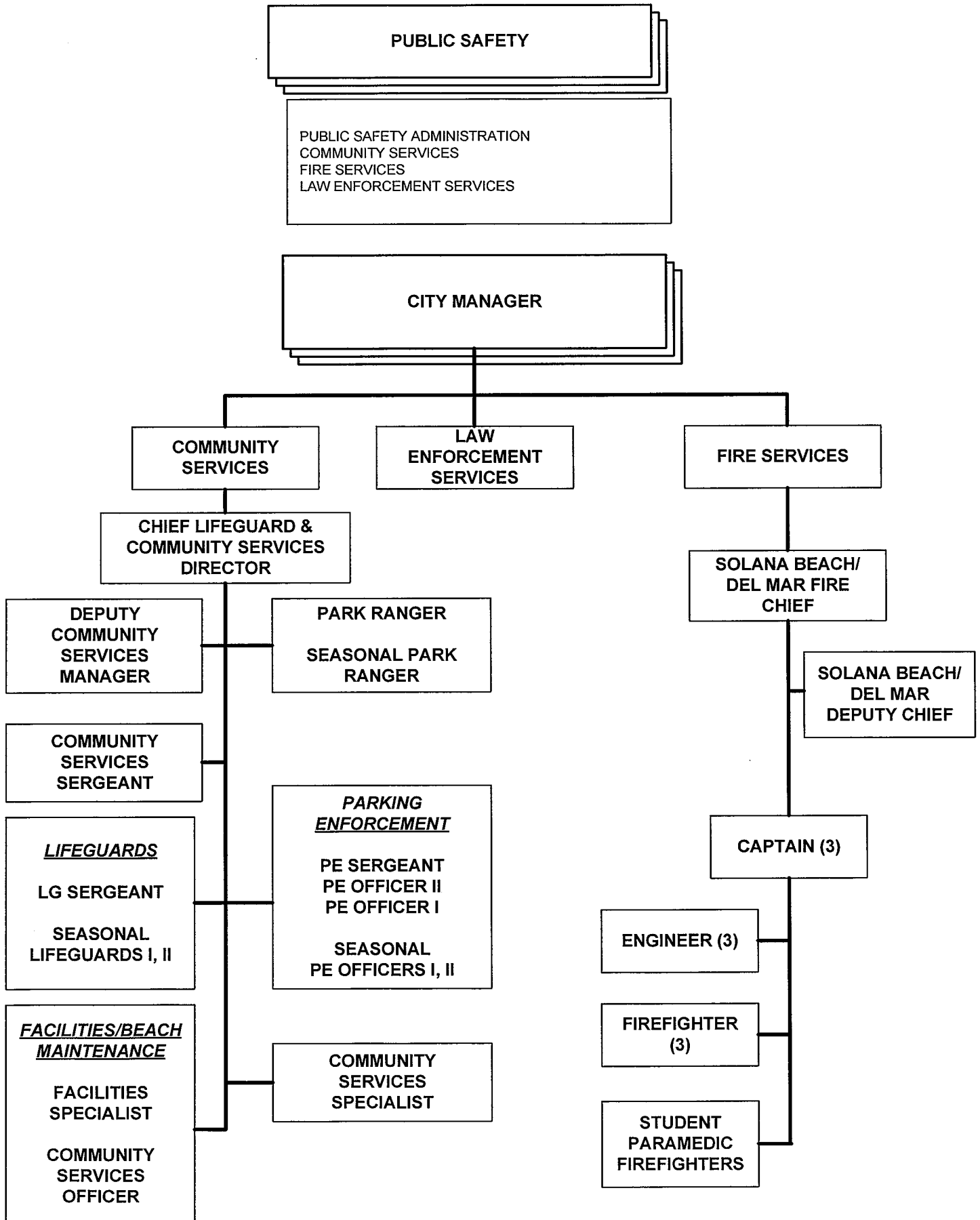
The Del Mar Fire Department is committed to providing emergency services, fire prevention, and education in a prompt, professional, and compassionate manner.

*Our foremost goal is the preservation of life and property.*

*innovation integrity teamwork service excellence preservation & safety*

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*A wonderful place to live, work & play*



## PUBLIC SAFETY

There are three operational areas under the overall management of Public Safety which work together to ensure the overall safety of the community -- Fire, Community Services, and contract law enforcement services provided by the San Diego Sheriff's Department. As a result of the activities of these departments, Del Mar residents, businesses and visitors are provided with high quality safety services in the area of fire prevention and suppression, emergency preparedness, lifeguard services, and law enforcement.

The **Fire Department** responds to fire and medical calls in Del Mar and surrounding areas through automatic aid agreements. The Department is responsible for emergency preparedness in the City including homeland security planning and exercises. The Fire Department provides outreach to residents and businesses, inspects and pre-fire plans multi-occupancy and commercial buildings and maintains a high level of education, training, and fitness to provide the best possible emergency service to the residents of Del Mar as well as visitors to the City and the Fairgrounds. Day-to-day operational management of the Fire Department was provided via contract with the City of Solana Beach. After undergoing a study of available alternatives, Council recently approved a cooperative agreement with the Cities of Encinitas and Solana Beach and the Rancho Santa Fe Fire Protection District for fire management services.

The **Community Services Department** is comprised of Lifeguard Services, Parking Enforcement, the Powerhouse Community Center, the Park Ranger Program, and Beach Services and includes both safety and non-safety designated personnel. The lifeguard service operates several specialized teams to respond to aquatic and cliff emergencies. The Department operates two rescue boats with medical aid equipment and has specialized teams to handle swift water rescues, cliff rescues and scuba emergencies. The Department has a large outreach program to local schools and beach visitors. In addition, the Department responds to incidents outside the City as part of mutual aid with the Coast Guard and other agencies. Through the work of Parking Enforcement and the Park Ranger, Community Services proactively enforces beach and parking regulations and also processes all facility use permits for private use of the beach, parks, and the Powerhouse Community Center. Beach Services is responsible for cleaning the public restrooms, all beach and city trash cans, the Powerhouse Community Center, Seagrove Park, Powerhouse Park and the Shores Property.

The **Sheriff's Department** provides law and traffic enforcement services on a contractual basis in Del Mar and a number of other cities as well. Del Mar's Sheriff services include a seven-day per week traffic enforcement unit and a 24-hour patrol

sedan shared with neighboring areas. There are a number of other law enforcement resources that are provided via the Sheriff's contract on an "as needed" basis including detective services, crime prevention, and special enforcement detail (SWAT, helicopter patrol, etc.).

### **Fiscal Years 2007-2008 and 2008-2009 Achievements**

#### **Fire**

- Received grants to upgrade personal protective equipment. Grant funds enabled the City to purchase protective equipment for firefighters and equipment that can be used on both a large scale incident and day-to-day operations.
- Continued the Community Emergency Response Team (CERT) Program to train citizens to be better prepared to help themselves and family members in the event of a large disaster or emergency. At the conclusion of this fiscal year, the Fire Department will have conducted 13 CERT academies and trained over 200 volunteers.
- Provided training to City staff in Emergency Operation Center (EOC) responsibilities and activities. Also provided training to City Staff in the National Incident Management System (NIMS).
- Continued the Public Access Defibrillator Program in partnership with Community Connections. These devices are located in public meeting places and are available should someone experience a cardiac event at one of these locations.
- Achieved major milestones in preparing the City to be more fire safe with conducting over 350 Wild Urban interface inspections of properties, working with local groups to formulate a Crest Canyon strategy and adopting new fire codes that enhance the fire safeness of structures in Del Mar.

#### **Community Services**

- Incorporated significant parking changes in downtown Del Mar with bifurcated 90-minute/two hour parking regulations as requested by the Del Mar Village Association and approved by the City Council.
- Provided project management in the redesign of the Beach Safety Center.

- Maintained the Department's unparalleled record of beach safety by performing rescues, medical aids, and by continuing to proactively enforce beach rules and regulations and inform the public via the Surf-Cam with updated surf conditions on a daily basis.

### **Service Level Changes**

- In Fiscal Years 2009-2010 and 2010-2011, the Fire Department will reduce the use of part-time firefighter/paramedics because the program has been successful in transitioning two of the City's firefighters that have paramedic experience to better serve the needs of the community. The addition of paramedics significantly improves the level of emergency medical services provided to Del Mar's residents, businesses and visitors. Also the Fire Department has eliminated the part-time administrative services contract.
- In January 2007, the Community Services Department entered into a contract with a private maintenance firm on a trial basis, providing beach maintenance and powerhouse building maintenance services. To date, this successful arrangement is projected to generate savings of approximately \$22,000. As a result, one full-time regular position and four part time employees previously assigned this work have been eliminated. As a further cost savings measure, Community Services will be responsible for the litter pickup on local City streets, which was previously done by contract through ARC of San Diego.
- For Community Services and the Law Enforcement Services, the same level of service will be maintained with no changes in Fire staff.

### **Fiscal Years 2009-2010 and 2010-2011 Goals and Objectives**

#### **Fire**

- Continue education, inspections, and enforcement of the Wildland Urban Interface code for structures in the high hazard severity zone of the City.
- Complete a review and update the City's Emergency Operations procedures and arrange for additional citywide disaster exercises involving all departments of the City. Develop and implement a City Readiness Initiative (CRI) and Continuity of Operations (COOP) plan for the City.

- Continue to explore alternative service delivery options to enhance the effectiveness and mode of fire and emergency medical services. Complete the evaluation and analysis of potential service sharing arrangements and service governance arrangements with Solana Beach, Rancho Santa Fe Fire Protection District, and Encinitas.
- Evaluate fire department equipment needs and seek funding for the purchase of a new fire engine.

### **Community Services**

- Maintain the Department’s unparalleled record of no drowning on a guarded beach.
- Re-certify employees as Emergency Medical Technicians with defibrillator and Combitube Accreditation. Continue advanced education and certification in swift water rescue, cliff rescue, and scuba rescue.
- Continue to train new student lifeguards to complete an 80-hour training academy.
- Continue to enforce the alcohol ban. Monitor the effects when the ban is not in effect and report to Council any recommendations to ensure a good quality of life and safety for the residents and visitors.
- Continue to provide project management for the Beach Safety Center and work with the Friends of the Powerhouse and other Del Mar organizations to pursue fundraising efforts to raise money for the project, as well as other grant funding strategies.
- Continue to deploy the Park Ranger to proactively enforce regulations on the beach, parks, and surrounding areas.
- Continue to support the Del Mar based non-profit organizations Community events.
- Continue to generate ideas for potential new revenue ideas.

<b>Positions (FTE)</b>	<b>2006-2007 Actual</b>	<b>2007-2008 Actual</b>	<b>2008-2009 Actual</b>	<b>2009-2010 Adopted</b>	<b>2010-2011 Adopted</b>
Community Services	10.00	10.00	11.00	11.00	11.00
Fire Services	10.50	9.00	9.00	9.00	9.00

**PROGRAM: PATROL ENFORCEMENT****ACCT #01-5230**

Patrol enforcement services are provided through a contract with the San Diego County Sheriff's Department. Current services include one patrol unit serving Del Mar on a seven-day a week, 24-hour basis.

	<b>ACTUAL 2006-2007</b>	<b>ACTUAL 2007-2008</b>	<b>AMENDED 2008-2009</b>	<b>ADOPTED 2009-2010</b>	<b>ADOPTED 2010-2011</b>
Employee Services	\$0	\$0	\$0	\$0	\$0
Maintenance & Operations	11,088	0	3,000	0	0
Contractual Services	1,123,553	1,198,057	1,245,878	1,258,019	1,283,149 (1)
Debt Service	0	0	0	0	0
Capital Outlay	0	0	0	0	0
<b>GRAND TOTAL</b>	<b>\$1,134,641</b>	<b>\$1,198,057</b>	<b>\$1,248,878</b>	<b>\$1,258,019</b>	<b>\$1,283,149</b>
<b>POSITIONS (FTE)</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>

(1) In prior years, the costs of patrol services from the San Diego Sheriff's Department have increased significantly due to enhanced retirement benefits, inclusions of Deputy-initiated calls in the "beat factor" calculations, and other operational cost increases. Beginning in Fiscal Year 2007-2008, budgets reflect funding based on a new five-year contract. Note that Fiscal Year 2009-2010 represents a one percent increase and fiscal Year 2010-2011 represents a two percent increase from one year to the next.

**PROGRAM: TRAFFIC ENFORCEMENT** **ACCT #01-5231**

Traffic Enforcement services are provided through a contract with the San Diego County Sheriff's Department. The current contract provides one traffic unit on a seven-day per week basis spending approximately 90 percent of its time in Del Mar.

	<b>ACTUAL 2006-2007</b>	<b>ACTUAL 2007-2008</b>	<b>AMENDED 2008-2009</b>	<b>ADOPTED 2009-2010</b>	<b>ADOPTED 2010-2011</b>
Employee Services	\$0	\$0	\$0	\$0	\$0
Maintenance & Operations	0	0	0	0	0
Contractual Services	394,835	396,303	428,361	432,645	441,298 (1)
Debt Service	0	0	0	0	0
Capital Outlay	0	0	0	0	0
<b>GRAND TOTAL</b>	<b>\$394,835</b>	<b>\$396,303</b>	<b>\$428,361</b>	<b>\$432,645</b>	<b>\$441,298</b>
<b>POSITIONS (FTE)</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>

(1) In prior years, the costs of patrol services from the San Diego Sheriff's Department have increased significantly due to enhanced retirement benefits, inclusions of Deputy-initiated calls in the "beat factor" calculations, and other operational cost increases. Beginning in Fiscal Year 2007-2008, budgets reflect funding based on a new five-year contract. Note that Fiscal Year 2009-2010 represents a one percent increase and Fiscal Year 2010-2011 represents a two percent increase from one year to the next.

**PROGRAM: TRAFFIC SIGNAL ENFORCEMENT** **ACCT #01-5233**

In an effort to promote safe driving in Del Mar, the City has installed traffic light enforcement enforcement cameras at locations in the City where drivers regularly run through red lights. Redflex installs and maintains the system. The Sheriff's Department reviews and issues citations.

	<b>ACTUAL 2006-2007</b>	<b>ACTUAL 2007-2008</b>	<b>AMENDED 2008-2009</b>	<b>ADOPTED 2009-2010</b>	<b>ADOPTED 2010-2011</b>
Employee Services	\$0	\$0	\$0	\$0	\$0
Maintenance & Operations	0	0	0	0	0
Contractual Services	148,187	111,498	41,619	54,000	54,000 (1)
Debt Service	0	0	0	0	0
Capital Outlay	0	0	0	0	0
<b>GRAND TOTAL</b>	<b>\$148,187</b>	<b>\$111,498</b>	<b>\$41,619</b>	<b>\$54,000</b>	<b>\$54,000</b>
<b>POSITIONS (FTE)</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>

(1) This represents the amount paid to Redflex generated by the red light camera system. With improved driving habits, fewer violations have occurred, resulting in reduced payments to Reflex.

<b>PROGRAM: COMMUNITY SERVICES</b>	<b>ACCT #01-5630</b>
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This program includes the general operational costs of the Community Services Department that consists of Lifeguard, Parking, Park Ranger, Powerhouse Community Center, and Beach Services programs, with clerical assistance to process facility use permits.

	ACTUAL 2006-2007	ACTUAL 2007-2008	AMENDED 2008-2009	ADOPTED 2009-2010	ADOPTED 2010-2011	
Employee Services	\$259,848	\$267,818	\$225,995	\$216,996	\$221,034	(1)
Maintenance & Operations	\$10,901	\$8,983	\$13,800	\$10,850	\$10,850	
Contractual Services	\$19,047	\$18,586	\$20,000	\$20,000	\$20,000	(2)
Debt Service	0	0	0	0	0	
Capital Outlay	0	0	0	0	0	
<b>GRAND TOTAL</b>	<b>\$289,796</b>	<b>\$295,387</b>	<b>\$259,795</b>	<b>\$247,846</b>	<b>\$251,884</b>	
<b>POSITIONS (FTE)</b>	<b>2</b>	<b>2</b>	<b>2</b>	<b>2</b>	<b>2</b>	

(1) The salary for the Director of Community Services / Lifeguard Chief, Deputy Chief, and Community Services Sergeant is budgeted 50 percent in this program and 50 percent in Lifeguard operations. The Office Specialist is budgeted 50 percent in this program and 50 percent in the Open Space Fund's Powerhouse operations.

(2) This includes the administration of the Animal Control contract with the County of San Diego. Community Services is the logical liaison and provides enforcement of this program.

<b>PROGRAM: LIFEGUARD SERVICES</b>	<b>ACCT #01-5631</b>
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This program funds Lifeguard Services. Del Mar Lifeguards maintain a safe beach environment through preventive lifeguarding and proactive law enforcement.

	ACTUAL 2006-2007	ACTUAL 2007-2008	AMENDED 2008-2009	ADOPTED 2009-2010	ADOPTED 2010-2011	
Employee Services	\$533,179	\$491,300	\$636,590	\$603,017	\$615,987	(1)
Maintenance & Operations	138,828	119,910	108,394	91,819	91,985	
Contractual Services	145,546	1,149	951	0	0	
Debt Service	0	0	0	0	0	
Capital Outlay	51,168	21,305	43,700	0	0	
<b>GRAND TOTAL</b>	<b>\$868,721</b>	<b>\$633,664</b>	<b>\$789,635</b>	<b>\$694,836</b>	<b>\$707,972</b>	
<b>POSITIONS (FTE)</b>	<b>3</b>	<b>3</b>	<b>3</b>	<b>3</b>	<b>3</b>	

(1) The salary for the Director of Community Services / Lifeguard Chief, Deputy Chief, and Community Services Sergeant is budgeted 50 percent in this program and 50 percent in Lifeguard operations. The Office Specialist is budgeted 50 percent in this program and 50 percent in the Open Space Fund's Powerhouse operations. Staffing levels increase with the use of Seasonal Lifeguards which are reflected in this program.

<b>PROGRAM: PARKING ENFORCEMENT</b>				<b>ACCT #01-5632</b>	
This program funds enforcement of parking regulations. It includes the installation, maintenance, and collection of parking control devices.					
	<b>ACTUAL 2006-2007</b>	<b>ACTUAL 2007-2008</b>	<b>AMENDED 2008-2009</b>	<b>ADOPTED 2009-2010</b>	<b>ADOPTED 2010-2011</b>
Employee Services	\$323,348	\$290,810	\$328,202	\$309,333	\$322,675 (1)
Maintenance & Operations	64,922	45,671	56,531	30,393	42,750
Contractual Services	35,923	44,840	55,000	50,000	52,000 (2)
Debt Service	0	0	0	0	0
Capital Outlay	11,138	30,439	0	0	0
<b>GRAND TOTAL</b>	<b>\$435,331</b>	<b>\$411,760</b>	<b>\$439,733</b>	<b>\$389,726</b>	<b>\$417,425</b>
<b>POSITIONS (FTE)</b>	<b>3</b>	<b>3</b>	<b>3</b>	<b>3</b>	<b>3</b>

(1) In addition to the full-time employees, seasonal parking officers provide parking enforcement at a full-time equivalency of 3.2 employees.

(2) This is the City's cost to contract with the Phoenix Company to process parking citations.

<b>PROGRAM: FIRE SERVICES</b>			<b>ACCT # 01-5730</b>		
The Fire Department provides emergency service to the residents and businesses of Del Mar by responding to all fire and medical calls, achieving the ultimate goal of saving lives and protecting property.					
	<b>ACTUAL 2006-2007</b>	<b>ACTUAL 2007-2008</b>	<b>AMENDED 2008-2009</b>	<b>ADOPTED 2009-2010</b>	<b>ADOPTED 2010-2011</b>
Employee Services	\$1,570,471	\$1,516,522	\$1,495,106	\$1,457,757	\$1,500,998 (1)
Maintenance & Operations	181,530	173,548	211,238	169,139	177,848 (2)
Contractual Services	120,100	139,293	204,500	325,700	323,256 (3)
Debt Service	0	0	0	0	0
Capital Outlay	12,710	0	20,000	0	0
<b>GRAND TOTAL</b>	<b>\$1,884,811</b>	<b>\$1,829,363</b>	<b>\$1,930,844</b>	<b>\$1,952,596</b>	<b>\$2,002,102</b>
<b>POSITIONS (FTE)</b>	<b>10.5</b>	<b>9.0</b>	<b>9.0</b>	<b>9.0</b>	<b>9.0</b>

(1) Departmental reorganization in Fiscal Year 2004-2005 included the establishment of a student/firefighter paramedic program and the outsourcing of the City's dispatching services resulting in a reduction of employee service costs. Due to the success of this program, funding is being reduced by 55 percent to recognize the City now has two paramedic/firefighters. Increases reflect funding for a tentative two-year agreement with the firefighters union.

(2) This includes the cost for the lease of the Fire Department building from the Fairgrounds. The lease payment increases annually by the Consumer Price Index. Operating costs are at a higher level since the inception of the paramedic program.

(3) Starting in Fiscal Year 2003-2004, Del Mar contracts for chief services with the City of Solana Beach. In addition, the City contracts with Rancho Santa Fe Fire Protection District for duty coverage. The City is concluding their review of alternative fire service options and much of the increase in this line item reflects approximately \$160,000 of the increase costs of the alternatives. Additionally, it reflects a decrease in administrative support services of \$10,000 with the elimination of this service. Contractual services also includes the equipment rental costs associated with the Fuel Reduction Program. In Fiscal Year 2009-2010, \$46,400 is allocated for the contract with North County Dispatch JPA for on-going emergency and non-emergency dispatch services.

<b>PROGRAM: HAZARDOUS WASTE</b>		<b>ACCT # 01-5731</b>			
This program funds the City's participation in the County's Hazardous Incidence Response Team (HIRT).					
	<b>ACTUAL 2006-2007</b>	<b>ACTUAL 2007-2008</b>	<b>AMENDED 2008-2009</b>	<b>ADOPTED 2009-2010</b>	<b>ADOPTED 2010-2011</b>
Employee Services	\$0	\$0	\$0	\$0	\$0
Maintenance & Operations	10,563	10,386	10,700	10,968	11,242 (1)
Contractual Services	0	0	1,000	1,025	1,051 (2)
Debt Service	0	0	0	0	0
Capital Outlay	0	0	0	0	0
<b>GRAND TOTAL</b>	<b>\$10,563</b>	<b>\$10,386</b>	<b>\$11,700</b>	<b>\$11,993</b>	<b>\$12,293</b>
<b>POSITIONS (FTE)</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>

(1) This amount is for the membership fee for HIRT response in event of a hazardous materials incident.

(2) Oil disposal from normal use of street sweeper reflecting historical use.

<b>PROGRAM: EMERGENCY PREPAREDNESS</b>		<b>ACCT # 01-5735</b>			
This program was originally established to account for potential effects of the El Nino storms predicted for late winter 1998. The program now provides for County-wide disaster training exercises.					
	<b>ACTUAL 2006-2007</b>	<b>ACTUAL 2007-2008</b>	<b>AMENDED 2008-2009</b>	<b>ADOPTED 2009-2010</b>	<b>ADOPTED 2010-2011</b>
Employee Services	\$0	\$0	\$0	\$0	\$0
Maintenance & Operations	1,747	1,231	1,000	1,025	1,051
Contractual Services	0	1,264	2,000	2,000	2,101 (1)
Debt Service	0	0	0	0	0
<b>GRAND TOTAL</b>	<b>\$1,747</b>	<b>\$2,495</b>	<b>\$3,000</b>	<b>\$3,025</b>	<b>\$3,152</b>
<b>POSITIONS (FTE)</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>

(1) The City is a member of the Unified Disaster Council. This line item is used to fund the City's membership.

CITY OF DEL MAR  
FISCAL YEARS 2009-2010 AND 2010-2011  
EXPENDITURE DETAIL

FUND: 01      GENERAL						
ACCOUNT	DESCRIPTION	ACTUAL 2006-2007	ACTUAL 2007-2008	AMENDED 2008-2009	ADOPTED 2009-2010	ADOPTED 2010-2011
	<b><u>PATROL ENFORCEMENT</u></b>					
01-5230-3700	MEMBERSHIPS & SUBSCRIPTIONS	-	-	3,000	-	-
01-5230-4815	BOOKING FEES	11,088	-	-	-	-
	<b>MAINTENANCE &amp; OPERATIONS</b>	<b>11,088</b>	-	<b>3,000</b>	-	-
01-5230-3220	PATROL ENFORCEMENT	1,122,116	1,196,497	1,244,078	1,256,519	1,281,649
01-5230-3225	REGIONAL SERVICES	1,437	1,560	1,800	1,500	1,500
	<b>CONTRACTUAL SERVICES</b>	<b>1,123,553</b>	<b>1,198,057</b>	<b>1,245,878</b>	<b>1,258,019</b>	<b>1,283,149</b>
	<b>PATROL ENFORCEMENT</b>	<b>1,134,641</b>	<b>1,198,057</b>	<b>1,248,878</b>	<b>1,258,019</b>	<b>1,283,149</b>
	<b><u>TRAFFIC ENFORCEMENT</u></b>					
01-5231-3221	TRAFFIC ENFORCEMENT	394,835	396,303	428,361	432,645	441,298
	<b>CONTRACTUAL SERVICES</b>	<b>394,835</b>	<b>396,303</b>	<b>428,361</b>	<b>432,645</b>	<b>441,298</b>
	<b>TRAFFIC ENFORCEMENT</b>	<b>394,835</b>	<b>396,303</b>	<b>428,361</b>	<b>432,645</b>	<b>441,298</b>
	<b><u>TRAFFIC SIGNAL ENFORCEMENT</u></b>					
01-5233-3200	CONTRACT SERVICES	148,187	111,498	41,619	54,000	54,000
	<b>CONTRACTUAL SERVICES</b>	<b>148,187</b>	<b>111,498</b>	<b>41,619</b>	<b>54,000</b>	<b>54,000</b>
	<b>TRAFFIC SIGNAL ENFORCEMENT</b>	<b>148,187</b>	<b>111,498</b>	<b>41,619</b>	<b>54,000</b>	<b>54,000</b>
	<b>TOTAL LAW ENFORCEMENT</b>	<b>1,677,663</b>	<b>1,705,858</b>	<b>1,718,858</b>	<b>1,744,663</b>	<b>1,778,447</b>
	<b><u>COMMUNITY SERVICES</u></b>					
01-5630-1000	SALARIES - PERMANENT	172,912	193,021	156,079	156,564	156,564
01-5630-1200	EMPLOYEE BENEFITS	52,715	57,708	52,185	50,166	51,024
01-5630-1205	WORKERS' COMPENSATION	26,456	8,294	7,231	1,766	4,946
01-5630-1300	SALARIES - SEASONAL	-	628	600	-	-
01-5630-1400	OVERTIME	7,765	8,167	9,900	8,500	8,500
	<b>EMPLOYEE SERVICES</b>	<b>259,848</b>	<b>267,818</b>	<b>225,995</b>	<b>216,996</b>	<b>221,034</b>
01-5630-2000	BUILDING MAINTENANCE & REPAIR	1,995	280	2,500	2,500	2,500
01-5630-2100	EQUIP/RADIO MAINTENANCE & REPAIR	-	-	250	400	400
01-5630-2131	VEHICLE MAINTENANCE	1,222	2,182	1,000	900	900
01-5630-2133	VEHICLE CONTRACTUAL SERVICES	-	-	-	-	-
01-5630-2300	OPERATING SUPPLIES	2,158	1,165	1,500	1,500	1,500
01-5630-2800	GAS & OIL	3,123	2,257	6,000	3,000	3,000
01-5630-3400	TELEPHONE	2,403	3,099	2,550	2,550	2,550
01-5630-3800	MEETINGS & TRAVEL	-	-	-	-	-
	<b>MAINTENANCE &amp; OPERATIONS</b>	<b>10,901</b>	<b>8,983</b>	<b>13,800</b>	<b>10,850</b>	<b>10,850</b>
01-5630-3200	<b>CONTRACTUAL SERVICES</b>	<b>19,047</b>	<b>18,586</b>	<b>20,000</b>	<b>20,000</b>	<b>20,000</b>
01-5630-5300	MACHINERY & EQUIPMENT	-	-	-	-	-
	<b>CAPITAL OUTLAY</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>
	<b>COMMUNITY SERVICES</b>	<b>289,796</b>	<b>295,387</b>	<b>259,795</b>	<b>247,846</b>	<b>251,884</b>

CITY OF DEL MAR  
FISCAL YEARS 2009-2010 AND 2010-2011  
EXPENDITURE DETAIL

FUND: 01 GENERAL						
ACCOUNT	DESCRIPTION	ACTUAL 2006-2007	ACTUAL 2007-2008	AMENDED 2008-2009	ADOPTED 2009-2010	ADOPTED 2010-2011
	<b><u>LIFEGUARD SERVICES</u></b>					
01-5631-1000	SALARIES - PERMANENT	127,885	138,642	225,059	225,595	225,595
01-5631-1200	EMPLOYEE BENEFITS	62,345	72,249	97,173	92,765	94,274
01-5631-1205	WORKERS' COMPENSATION	67,558	16,591	19,528	4,657	13,118
01-5631-1300	SALARIES - SEASONAL	261,734	250,029	274,830	265,000	268,000
01-5631-1400	OVERTIME	13,657	13,789	20,000	15,000	15,000
	<b>EMPLOYEE SERVICES</b>	<b>533,179</b>	<b>491,300</b>	<b>636,590</b>	<b>603,017</b>	<b>615,987</b>
01-5631-2000	BUILDING MAINTENANCE & REPAIR	11,193	4,646	5,000	5,000	5,000
01-5631-2100	EQUIP/RADIO MAINTENANCE & REPAIR	1,030	4,009	1,934	3,000	3,000
01-5631-2131	VEHICLE MAINTENANCE	8,105	7,020	2,500	2,500	2,500
01-5631-2300	OPERATING SUPPLIES	69,020	52,050	50,215	40,000	40,000
01-5631-2400	UNIFORMS	5,242	5,596	2,500	3,000	3,000
01-5631-2600	SMALL TOOLS & EQUIPMENT	9,795	9,734	10,360	9,000	9,000
01-5631-2800	GAS & OIL	9,160	8,738	11,050	9,000	9,000
01-5631-3000	ADVERTISING & PRINTING	-	349	450	450	450
01-5631-3300	UTILITIES	6,000	5,151	6,458	6,619	6,785
01-5631-3400	TELEPHONE	3,727	3,793	5,725	5,000	5,000
01-5631-3600	PROPERTY/EQUIPMENT RENTAL	358	1,693	900	-	-
01-5631-3700	MEMBERSHIPS & SUBSCRIPTIONS	-	-	250	250	250
01-5631-3800	MEETINGS & TRAVEL	58	-	52	-	-
01-5631-3801	TRAINING & EDUCATION	15,140	17,131	11,000	8,000	8,000
	<b>MAINTENANCE &amp; OPERATIONS</b>	<b>138,828</b>	<b>119,910</b>	<b>108,394</b>	<b>91,819</b>	<b>91,985</b>
01-5631-3200	CONTRACTUAL SERVICES	3,278	1,149	951	-	-
01-5631-3215	JUNIOR LIFEGUARD	142,268	-	-	-	-
	<b>CONTRACTUAL SERVICES</b>	<b>145,546</b>	<b>1,149</b>	<b>951</b>	<b>-</b>	<b>-</b>
01-5631-5300	MACHINERY & EQUIPMENT	-	21,305	11,000	-	-
01-5631-5500	VEHICLES	51,168	-	32,700	-	-
	<b>CAPITAL OUTLAY</b>	<b>51,168</b>	<b>21,305</b>	<b>43,700</b>	<b>-</b>	<b>-</b>
	<b>LIFEGUARD SERVICES</b>	<b>868,721</b>	<b>633,664</b>	<b>789,635</b>	<b>694,836</b>	<b>707,972</b>
	<b><u>PARKING ENFORCEMENT</u></b>					
01-5632-1000	SALARIES - PERMANENT	145,848	137,956	157,926	160,201	160,201
01-5632-1200	EMPLOYEE BENEFITS	63,823	66,291	70,910	72,490	74,454
01-5632-1205	WORKERS' COMPENSATION	26,820	19,046	21,406	5,141	14,520
01-5632-1300	SALARIES - SEASONAL	84,138	66,185	76,385	70,000	72,000
01-5632-1400	OVERTIME	2,719	1,332	1,575	1,500	1,500
	<b>EMPLOYEE SERVICES</b>	<b>323,348</b>	<b>290,810</b>	<b>328,202</b>	<b>309,333</b>	<b>322,675</b>
01-5632-2000	BUILDING MAINTENANCE & REPAIR	955	2,860	3,000	-	-
01-5632-2100	EQUIP/RADIO MAINTENANCE & REPAIR	6,486	2,668	3,000	3,000	3,000
01-5632-2131	VEHICLE MAINTENANCE	1,489	1,242	500	1,500	1,500
01-5632-2300	OPERATING SUPPLIES	14,180	12,917	5,100	6,000	6,000
01-5632-2400	UNIFORMS	3,718	6,070	1,500	1,500	1,500
01-5632-2600	SMALL TOOLS & EQUIPMENT	25,051	12,346	28,356	7,643	20,000
01-5632-2800	GAS & OIL	6,613	3,936	7,800	5,000	5,000
01-5632-3000	ADVERTISING & PRINTING	6,031	3,085	4,800	5,000	5,000
01-5632-3400	TELEPHONE	213	547	775	750	750
01-5632-3600	PROPERTY/EQUIPMENT RENTAL	72	-	900	-	-
01-5632-3800	MEETINGS & TRAVEL	-	-	800	-	-
01-5632-3801	TRAINING & EDUCATION	114	-	-	-	-
	<b>MAINTENANCE &amp; OPERATIONS</b>	<b>64,922</b>	<b>45,671</b>	<b>56,531</b>	<b>30,393</b>	<b>42,750</b>
01-5632-3200	CONTRACTUAL SERVICES	35,923	44,840	55,000	50,000	52,000
01-5632-5300	MACHINERY & EQUIPMENT	11,138	11,042	-	-	-
01-5632-5500	VEHICLES	-	19,397	-	-	-
	<b>CAPITAL OUTLAY</b>	<b>11,138</b>	<b>30,439</b>	<b>-</b>	<b>-</b>	<b>-</b>
	<b>PARKING ENFORCEMENT</b>	<b>435,331</b>	<b>411,760</b>	<b>439,733</b>	<b>389,726</b>	<b>417,425</b>

**CITY OF DEL MAR  
FISCAL YEARS 2009-2010 AND 2010-2011  
EXPENDITURE DETAIL**

<b>FUND: 01 GENERAL</b>						
<b>ACCOUNT</b>	<b>DESCRIPTION</b>	<b>ACTUAL 2006-2007</b>	<b>ACTUAL 2007-2008</b>	<b>AMENDED 2008-2009</b>	<b>ADOPTED 2009-2010</b>	<b>ADOPTED 2010-2011</b>
	<b><u>FIRE PROTECTION</u></b>					
01-5730-1000	SALARIES - PERMANENT	700,432	654,944	634,112	703,850	703,850
01-5730-1100	SALARIES - PART-TIME	86,104	97,852	102,648	46,192	46,192
01-5730-1200	EMPLOYEE BENEFITS	422,190	414,271	420,486	454,100	462,768
01-5730-1205	WORKERS' COMPENSATION	110,770	78,437	78,831	19,208	53,782
01-5730-1300	SALARIES - SEASONAL	-	564	611	-	-
01-5730-1400	OVERTIME	250,975	270,454	258,418	215,554	215,554
01-5730-1401	FIRE FLSA OVERTIME	-	-	-	18,853	18,853
01-5730-1405	OVERTIME - FUEL REDUCTION	-	-	-	-	-
	<b>EMPLOYEE SERVICES</b>	<b>1,570,471</b>	<b>1,516,522</b>	<b>1,495,106</b>	<b>1,457,757</b>	<b>1,500,998</b>
01-5730-2000	BUILDING MAINTENANCE & REPAIR	561	281	8,000	2,000	2,000
01-5730-2100	EQUIP/RADIO MAINTENANCE & REPAIR	3,324	1,220	5,250	2,000	2,000
01-5730-2110	RADIO MAINTENANCE & REPAIR	-	-	-	-	-
01-5730-2131	VEHICLE MAINTENANCE	32,107	23,168	23,000	23,000	23,000
01-5730-2300	OPERATING SUPPLIES	20,211	25,991	41,000	22,000	22,000
01-5730-2320	POSTAGE	467	-	-	-	-
01-5730-2360	COMPUTER SOFTWARE	1,469	-	-	-	-
01-5730-2370	COMPUTER HARDWARE	10,314	-	-	-	-
01-5730-2400	UNIFORMS	6,581	8,259	8,500	3,500	5,500
01-5730-2600	SMALL TOOLS & EQUIPMENT	8,537	8,893	655	-	1,000
01-5730-2800	GAS & OIL	7,342	10,255	13,901	9,000	9,500
01-5730-3000	ADVERTISING & PRINTING	200	1,219	1,000	-	-
01-5730-3300	UTILITIES	11,425	13,008	12,000	12,000	12,600
01-5730-3400	TELEPHONE	11,133	15,792	20,400	17,500	18,375
01-5730-3600	PROPERTY/EQUIPMENT RENTAL	64,434	60,976	70,000	77,789	81,673
01-5730-3700	MEMBERSHIPS & SUBSCRIPTIONS	335	150	500	350	200
01-5730-3800	MEETINGS & TRAVEL	626	165	32	-	-
01-5730-3801	TRAINING & EDUCATION	2,464	4,171	7,000	-	-
	<b>MAINTENANCE &amp; OPERATIONS</b>	<b>181,530</b>	<b>173,548</b>	<b>211,238</b>	<b>169,139</b>	<b>177,848</b>
01-5730-3200	CONTRACTUAL SERVICES	78,895	83,368	98,000	248,400	253,586
01-5730-3222	FUEL REDUCTION	5,640	1,879	50,000	30,000	20,000
01-5730-3228	DISPATCH	35,565	54,046	56,500	47,300	49,670
	<b>CONTRACTUAL SERVICES</b>	<b>120,100</b>	<b>139,293</b>	<b>204,500</b>	<b>325,700</b>	<b>323,256</b>
01-5730-4500	INTEREST	-	-	-	-	-
01-5730-4600	PRINCIPAL	-	-	-	-	-
	<b>DEBT SERVICE</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>
01-5730-5300	MACHINERY & EQUIPMENT	12,710	-	20,000	-	-
01-5730-5500	VEHICLES	-	-	-	-	-
	<b>CAPITAL OUTLAY</b>	<b>12,710</b>	<b>-</b>	<b>20,000</b>	<b>-</b>	<b>-</b>
	<b>FIRE PROTECTION</b>	<b>1,884,811</b>	<b>1,829,363</b>	<b>1,930,844</b>	<b>1,952,596</b>	<b>2,002,102</b>
	<b><u>HAZARDOUS WASTE</u></b>					
01-5731-3700	MEMBERSHIPS & SUBSCRIPTIONS	10,563	10,386	10,700	10,968	11,242
	<b>MAINTENANCE &amp; OPERATIONS</b>	<b>10,563</b>	<b>10,386</b>	<b>10,700</b>	<b>10,968</b>	<b>11,242</b>
01-5731-3200	CONTRACTUAL SERVICES	-	-	1,000	1,025	1,051
	<b>HAZARDOUS WASTE</b>	<b>10,563</b>	<b>10,386</b>	<b>11,700</b>	<b>11,993</b>	<b>12,293</b>
	<b><u>EMERGENCY PREPAREDNESS</u></b>					
01-5735-1400	OVERTIME	-	-	-	-	-
	<b>EMPLOYEE SERVICES</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>
01-5735-2300	OPERATING SUPPLIES	1,747	1,231	1,000	1,025	1,051
	<b>MAINTENANCE &amp; OPERATIONS</b>	<b>1,747</b>	<b>1,231</b>	<b>1,000</b>	<b>1,025</b>	<b>1,051</b>
01-5735-3200	CONTRACTUAL SERVICES	-	1,264	2,000	2,000	2,101
	<b>EMERGENCY PREPAREDNESS</b>	<b>1,747</b>	<b>2,495</b>	<b>3,000</b>	<b>3,025</b>	<b>3,152</b>

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# City Clerk & Information Technology

## Department Mission Statement

The City Clerk and Information Technology Department has an ongoing policy to provide friendly, personalized and unbiased assistance in accessing information, both current and historical, through well-organized systems. We maintain around-the-clock access to technology tools and create long-term strategies that build confidence with our customers.

*“INFORMATION IS OUR BUSINESS”*

*innovation   integrity   teamwork   service excellence   preservation & safety*

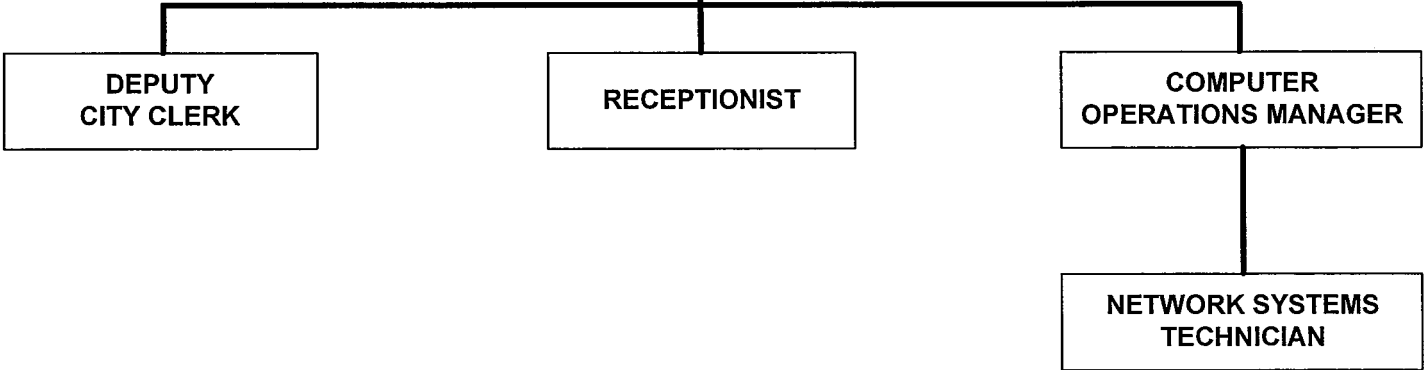
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*A wonderful place to live, work & play*

**CITY CLERK /  
INFORMATION SYSTEMS**

COUNCIL SUPPORT  
RECORDS  
ELECTIONS  
INFORMATION SYSTEMS  
VOICE OVER IP PHONE SYSTEM

**CITY CLERK / INFORMATION SYSTEMS  
DIRECTOR**



## **CITY CLERK/INFORMATION SYSTEMS DEPARTMENT**

The City Clerk and Information Systems Department perform two distinctly different functions for the City. The City Clerk is a statutory officer of the City of Del Mar and is responsible for performing all legislative, legal, and administrative duties, as required by law. The City Clerk records all actions of the City Council, retains records related to City activities, and directs all activities of the Office of the City Clerk. The City Clerk schedules Council meetings, prepares related agenda and materials, and administers State and local laws applicable to the City Council and advisory bodies. The City Clerk is responsible for administering elections. Responsibilities in the Information Systems area include designing, managing and updating the City's Web Page, managing the hardware and software associated with the City's phone and voice mail systems, troubleshooting computer user problems, administering the City-wide computer network on a daily basis, as well as providing for its long range planning. Other Information Systems responsibilities include establishing and implementing policies regarding the security and dispersion of data.

### **Fiscal Years 2007-2008 and 2008-2009 Achievements**

- Successfully administered the November 2008 Municipal Election, the Proposition 218 Protest Hearings ratifying the existing Water and Sewer Rates, and a Protest Hearing and Mail Ballot Procedure ratifying the existing Clean Water Rates and approving five year rates beginning July 1, 2009; passed by the voters 69% and 62%, respectively.
- Launched a newly designed searchable City website to improve access to information and usability for City staff and the public. Continued the live video streaming and archiving of the City Council meetings.

### **Service Level Changes**

The current level of service will be maintained with no changes in staffing.

### **Fiscal Years 2009-2010 and 2010-2011 Goals and Objectives**

- Administer the November 2010 Municipal Election, including potential Council initiatives.
- Investigate contracting for hosted services to replace in-house systems as a means to reducing City cost, including a hosted Voice over IP phone system, a hosted Geographic Information System (GIS), and a hosted Planning permit database that can be integrated with the GIS system.

- Expand the use of the City Web Page as a means to improve the public’s access to City information. Improve procedures to reduce staff time for posting meetings and staff reports. Expand video streaming of government meetings to include City Council, Design Review Board and Planning Commission.

<b>Positions (FTE)</b>	<b>2006-2007 Actual</b>	<b>2007-2008 Actual</b>	<b>2008-2009 Actual</b>	<b>2009-2010 Adopted</b>	<b>2010-2011 Adopted</b>
City Clerk	3.00	3.00	3.00	3.00	3.00
Information Systems	2.00	2.00	2.00	2.00	2.00

**PROGRAM: CABLE TELEVISION** **ACCT #01-5211**

This program funds operating costs at the Del Mar TV Studio based on the current operations agreement.

	ACTUAL 2006-2007	ACTUAL 2007-2008	AMENDED 2008-2009	ADOPTED 2009-2010	ADOPTED 2010-2011
Employee Services	\$0	\$0	\$0	\$0	\$0
Maintenance & Operations	22,371	22,583	29,500	7,500	7,600 (1)
Contractual Services	37,955	35,554	51,700	70,913	67,267 (2)
Debt Service	0	0	0	0	0
Capital Outlay	0	0	0	0	0
<b>GRAND TOTAL</b>	<b>\$60,326</b>	<b>\$58,137</b>	<b>\$81,200</b>	<b>\$78,413</b>	<b>\$74,867</b>
<b>POSITIONS (FTE)</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>

(1) Maintenance and operational costs include equipment maintenance, supplies, and utilities. This also reflects the direct contribution to the Del Mar Television Foundation for the promotion of local community programming. The contribution in past years has been \$18,000; in Fiscal Years 2009-2010 and 2010-2011, the direct contribution has been eliminated as the City's support of local programming is through the Cable Television program itself.

(2) The TV Studio is operated on a contractual basis. Up until January 2009, the studio was operated by Time Warner and is now operated through a contractual agreement with the Del Mar Television Foundation. Because Time Warner was subsidizing the operation, the new contract is substantially higher. Contractual Services includes the cost to televise City Council meetings, Design Review and Planning Commission meetings.

**PROGRAM: CITY CLERK** **ACCT # 01-5300**

This program provides the City with legislative, legal, and administrative support that include recording all actions of the City Council, records management related to City activities, and the preparation of Council agendas, packet materials, and minutes.

	<b>ACTUAL 2006-2007</b>	<b>ACTUAL 2007-2008</b>	<b>AMENDED 2008-2009</b>	<b>ADOPTED 2009-2010</b>	<b>ADOPTED 2010-2011</b>
Employee Services	\$271,066	\$291,960	\$318,568	\$314,920	\$319,013
Maintenance & Operations	9,218	12,004	12,800	12,921	12,940 (1)
Contractual Services	308	86	5,792	500	500
Debt Service	0	0	0	0	0
Capital Outlay	0	0	0	0	0
<b>GRAND TOTAL</b>	<b>\$280,592</b>	<b>\$304,050</b>	<b>\$337,160</b>	<b>\$328,341</b>	<b>\$332,453</b>
<b>POSITIONS (FTE)</b>	<b>3</b>	<b>3</b>	<b>3</b>	<b>3</b>	<b>3</b>

(1) Maintenance and Operations costs include operating supplies, advertising and printing, and auto allowance for the City Clerk/Information Systems Director.

**PROGRAM: ELECTIONS** **ACCT # 01-5310**

This program pays for Del Mar's Municipal Election which occurs bi-annually in even-numbered years. Del Mar's next council election is November 2010.

	<b>ACTUAL 2006-2007</b>	<b>ACTUAL 2007-2008</b>	<b>AMENDED 2008-2009</b>	<b>ADOPTED 2009-2010</b>	<b>ADOPTED 2010-2011</b>
Employee Services	\$0	\$0	\$0	\$0	\$0
Maintenance & Operations	1,931	1,631	2,050	854	2,360 (1)
Contractual Services	2,278	1,758	19,200	0	10,000 (2)
Debt Service	0	0	0	0	0
Capital Outlay	0	0	0	0	0
<b>GRAND TOTAL</b>	<b>\$4,209</b>	<b>\$3,389</b>	<b>\$21,250</b>	<b>\$854</b>	<b>\$12,360</b>
<b>POSITIONS (FTE)</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>

(1) This includes funds for the registration costs for the Clerk to attend the League of California Cities' and New Law Election Seminar, as well as associated printing and advertising costs associated with the election. State law requires the City to provide election notices in Spanish, Tagalog, and Vietnamese.

(2) The City consolidates its regular municipal elections with the County and the Registrar of Voters conducts the elections. Budgeted funds in Fiscal Year 2010-2011 allow for the regular election of Council members, plus one City ballot measure.

<b>PROGRAM: INFORMATION SYSTEMS</b>	<b>ACCT # 01-5320</b>
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This program provides funding for the management of the City-wide computer system and the computer based Voice Over IP Phone System. City-wide systems include office productivity software, an internal and public facing Geographic Information System (GIS), an archiving electronic document management system, a financial accounting system, a City government website to enhance the availability of public information, and an internal intranet to improve collaboration and efficiencies. Funds for maintenance, software upgrades, replacement equipment, and security systems allow the City to keep technologically current and maintain data security.

	ACTUAL 2006-2007	ACTUAL 2007-2008	AMENDED 2008-2009	ADOPTED 2009-2010	ADOPTED 2010-2011	
Employee Services	\$136,986	\$170,236	\$196,187	\$197,226	\$198,914	(1)
Maintenance & Operations	99,412	92,859	92,180	79,440	72,677	(2)
Contractual Services	45,048	35,677	92,075	61,125	55,598	(3)
Debt Service	33,590	33,590	33,590	19,594	-	(4)
Capital Outlay	6,179	6,314	6,500	-	-	
<b>GRAND TOTAL</b>	<b>\$321,215</b>	<b>\$338,676</b>	<b>\$420,532</b>	<b>\$357,385</b>	<b>\$327,189</b>	
<b>POSITIONS (FTE)</b>	<b>2</b>	<b>2</b>	<b>2</b>	<b>2</b>	<b>2</b>	<b>(1)</b>

(1) The employee services costs are partially offset by the information systems support contract with the City of Solana Beach. In Fiscal Years 2009-2010 and 2010-2011, the contract is expected to offset costs by approximately \$15,600 in each year.

(2) Funds cover computer supplies, maintenance and replacement, software licensing and upgrades. As new software programs are implemented, the ongoing costs of maintaining the systems are expected to gradually increase. It also covers funding for limited technology training for the technology staff and software training for employees City-wide.

(3) This budget includes funding for updates for assessor information, off-site backup storage, hosting of the City's web site, the City's T-1 line connection, video-streaming and archiving of the City Council, Design Review Board and Planning Commission meetings, support for the City's GIS system, as well as GIS hosting, scanning and back-file conversion of documents into the document management system, and technical support for the phone system.

(4) The debt service on the 5-year Capital lease of the City's Voice over IP phone system ends in Fiscal Year 2009-2010.

**CITY OF DEL MAR  
FISCAL YEARS 2009-2010 AND 2010-2011  
EXPENDITURE DETAIL**

<b>FUND: 01      GENERAL</b>						
<b>ACCOUNT</b>	<b>DESCRIPTION</b>	<b>ACTUAL 2006-2007</b>	<b>ACTUAL 2007-2008</b>	<b>AMENDED 2008-2009</b>	<b>ADOPTED 2009-2010</b>	<b>ADOPTED 2010-2011</b>
	<b><u>CABLE TV</u></b>					
01-5211-2000	BUILDING MAINTENANCE & REPAIR	1,120	353	5,000	-	-
01-5211-2100	EQUIPMENT MAINTENANCE/REPAIR	-	348	-	2,800	2,900
01-5211-2300	OPERATING SUPPLIES	928	1,969	2,500	700	700
01-5211-3300	UTILITIES	2,323	1,913	4,000	4,000	4,000
01-5211-3400	TELEPHONE	-	-	-	-	-
01-5211-3500	CONTRIBUTIONS	18,000	18,000	18,000	-	-
	<b>MAINTENANCE &amp; OPERATIONS</b>	<b>22,371</b>	<b>22,583</b>	<b>29,500</b>	<b>7,500</b>	<b>7,600</b>
01-5211-3200	CONTRACTUAL SERVICES	34,977	35,204	49,200	70,913	67,267
01-5211-3218	CITY PRODUCTIONS	2,978	350	2,500	-	-
	<b>CONTRACTUAL SERVICES</b>	<b>37,955</b>	<b>35,554</b>	<b>51,700</b>	<b>70,913</b>	<b>67,267</b>
01-5211-5300	MACHINERY & EQUIPMENT	-	-	-	-	-
	<b>CAPITAL OUTLAY</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>
	<b>CABLE TV</b>	<b>60,326</b>	<b>58,137</b>	<b>81,200</b>	<b>78,413</b>	<b>74,867</b>
	<b><u>CITY CLERK</u></b>					
01-5300-1000	SALARIES - PERMANENT	188,535	205,357	222,954	225,310	225,310
01-5300-1200	EMPLOYEE BENEFITS	68,416	75,076	79,404	81,696	83,343
01-5300-1205	WORKERS' COMPENSATION	6,675	4,898	5,210	1,289	3,610
01-5300-1300	SALARIES - SEASONAL	879	4,518	5,000	4,400	4,500
01-5300-1400	OVERTIME SALARIES	65	1,076	1,000	1,000	1,000
01-5300-1803	OUTSIDE CLERICAL	6,496	1,035	5,000	1,225	1,250
	<b>EMPLOYEE SERVICES</b>	<b>271,066</b>	<b>291,960</b>	<b>318,568</b>	<b>314,920</b>	<b>319,013</b>
01-5300-2100	EQUIP/RADIO MAINT & REPAIR	-	-	-	-	-
01-5300-2300	OPERATING SUPPLIES	519	1,788	2,900	2,500	2,500
01-5300-3000	ADVERTISING & PRINTING	1,761	3,378	4,300	4,200	4,200
01-5300-3700	MEMBERSHIPS & SUBSCRIPTIONS	400	639	500	513	525
01-5300-3800	MEETINGS & TRAVEL	1,272	1,057	-	600	600
01-5300-3801	TRAINING & EDUCATION	413	214	300	308	315
01-5300-3900	AUTO ALLOWANCE	4,828	4,828	4,800	4,800	4,800
01-5300-4000	INSURANCE	25	100	-	-	-
	<b>MAINTENANCE &amp; OPERATIONS</b>	<b>9,218</b>	<b>12,004</b>	<b>12,800</b>	<b>12,921</b>	<b>12,940</b>
01-5300-3200	CONTRACT SERVICES	308	86	5,792	500	500
01-5300-3207	ADMINISTRATIVE REVIEW	-	-	-	-	-
	<b>CONTRACTUAL SERVICES</b>	<b>308</b>	<b>86</b>	<b>5,792</b>	<b>500</b>	<b>500</b>
	<b>CITY CLERK</b>	<b>280,592</b>	<b>304,050</b>	<b>337,160</b>	<b>328,341</b>	<b>332,453</b>
	<b><u>ELECTIONS</u></b>					
01-5310-2300	OPERATING SUPPLIES	23	343	150	154	158
01-5310-3000	ADVERTISING & PRINTING	799	51	800	200	1,702
01-5310-3801	TRAINING & EDUCATION	1,109	1,237	1,100	500	500
	<b>MAINTENANCE &amp; OPERATIONS</b>	<b>1,931</b>	<b>1,631</b>	<b>2,050</b>	<b>854</b>	<b>2,360</b>
01-5310-3200	CONTRACTUAL SERVICES	2,278	1,758	19,200	-	10,000
	<b>ELECTIONS</b>	<b>4,209</b>	<b>3,389</b>	<b>21,250</b>	<b>854</b>	<b>12,360</b>

**CITY OF DEL MAR  
FISCAL YEARS 2009-2010 AND 2010-2011  
EXPENDITURE DETAIL**

<b>FUND: 01      GENERAL</b>						
<b>ACCOUNT</b>	<b>DESCRIPTION</b>	<b>ACTUAL 2006-2007</b>	<b>ACTUAL 2007-2008</b>	<b>AMENDED 2008-2009</b>	<b>ADOPTED 2009-2010</b>	<b>ADOPTED 2010-2011</b>
	<b><u>INFORMATION SYSTEMS</u></b>					
01-5320-1000	SALARIES	97,256	121,955	141,338	142,725	142,725
01-5320-1200	EMPLOYEE BENEFITS	37,677	45,724	51,451	52,682	53,794
01-5320-1205	WORKERS' COMPENSATION	1,464	1,145	1,298	320	895
01-5320-1300	SALARIES-SEASONAL	-	-	-	-	-
01-5320-1400	OVERTIME	589	1,412	2,100	1,500	1,500
	<b>EMPLOYEE SERVICES</b>	<b>136,986</b>	<b>170,236</b>	<b>196,187</b>	<b>197,226</b>	<b>198,914</b>
01-5320-2131	VEHICLE MAINTENANCE	101	240	500	-	-
01-5320-2140	COMPUTER MAINTENANCE	11,160	5,821	9,350	11,200	14,786
01-5320-2145	SOFTWARE MAINTENANCE	19,409	41,570	50,100	50,100	39,302
01-5320-2300	OPERATING SUPPLIES	3,687	1,716	5,960	5,500	5,600
01-5320-2360	COMPUTER SOFTWARE	4,200	5,521	2,000	1,000	1,050
01-5320-2370	COMPUTER HARDWARE	25,208	9,306	13,270	2,000	2,000
01-5320-2380	NETWORK SECURITY MAINTENANCE	14,748	13,175	-	-	-
01-5320-2800	GAS AND OIL	148	86	600	200	200
01-5320-3000	ADVERTISING & PRINTING	-	-	-	-	-
01-5320-3400	TELEPHONES	10,518	2,894	2,600	3,600	3,690
01-5320-3700	MEMBERSHIP & SUBSCRIPTIONS	-	240	300	340	349
01-5320-3800	MEETINGS & TRAVEL	3,253	4,389	100	500	500
01-5320-3801	TRAINING & EDUCATION	6,980	7,901	7,400	5,000	5,200
	<b>MAINTENANCE &amp; OPERATIONS</b>	<b>99,412</b>	<b>92,859</b>	<b>92,180</b>	<b>79,440</b>	<b>72,677</b>
01-5320-3200	CONTRACT SERVICES	26,157	21,909	65,225	41,125	35,148
01-5320-3230	CONTRACT SERVICES - WINFRAME	-	-	-	-	-
01-5320-3231	GIS SYSTEM	10,240	9,954	17,000	12,000	12,000
01-5320-3232	DIGITAL RECORD	6,685	3,382	5,000	1,000	1,500
01-5320-3233	INFRASTRUCTURE UPGRADE	-	-	-	-	-
01-5320-3234	INTERNET UPGRADE	-	231	350	-	350
01-5320-3235	DATABASE PROJECT	-	-	2,000	2,800	2,870
01-5320-3236	TRANSACTIONAL WEB PAGE	-	-	-	1,700	1,230
01-5320-3238	EOC UPGRADE	-	-	-	-	-
01-5320-3237	PHONE REPLACEMENT PROJECT	1,966	201	2,500	2,500	2,500
	<b>CONTRACTUAL SERVICES</b>	<b>45,048</b>	<b>35,677</b>	<b>92,075</b>	<b>61,125</b>	<b>55,598</b>
01-5320-4500	INTEREST	4,214	2,926	1,581	278	-
01-5320-4600	PRINCIPAL	29,376	30,664	32,009	19,316	-
	<b>DEBT SERVICE</b>	<b>33,590</b>	<b>33,590</b>	<b>33,590</b>	<b>19,594</b>	<b>-</b>
01-5320-5300	MACHINERY & EQUIPMENT	6,179	6,314	6,500	-	-
01-5320-5332	EQUIPMENT-DOCUMENT MGT	-	-	-	-	-
01-5320-5333	EQUIPMENT-NETWORK UPGRADE	-	-	-	-	-
	<b>CAPITAL OUTLAY</b>	<b>6,179</b>	<b>6,314</b>	<b>6,500</b>	<b>-</b>	<b>-</b>
	<b>INFORMATION SYSTEMS</b>	<b>321,215</b>	<b>338,676</b>	<b>420,532</b>	<b>357,385</b>	<b>327,189</b>

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# Finance

## Department Mission Statement

The Finance Department is dedicated to the responsible management of the financial resources for the City of Del Mar.

Our customers trust in us to provide:

*\$ Fiscal Accountability and Integrity*

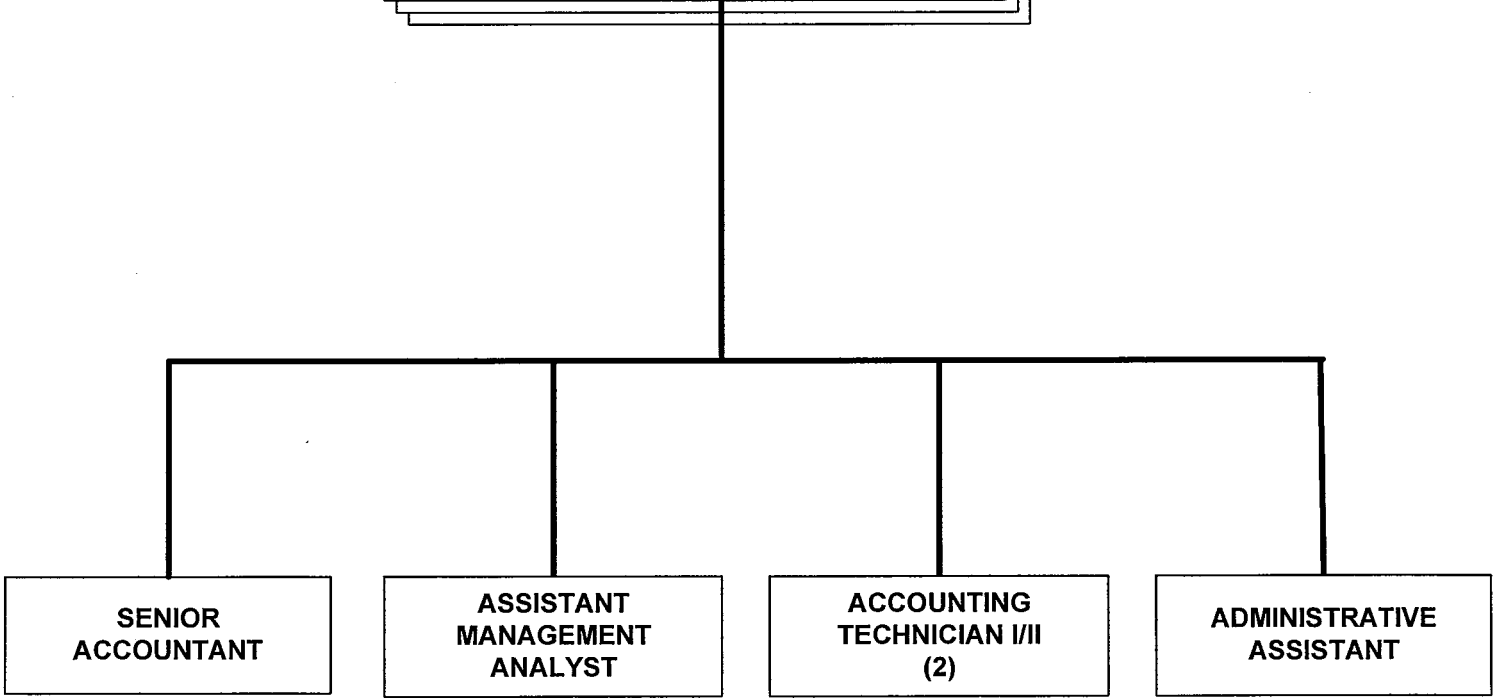
*\$ Friendly and Helpful Service*

*\$ Accurate and Timely Information*

**FINANCE**

- ACCOUNTING
- BUDGETING
- UTILITY BILLING
- REVENUE COLLECTION
- TREASURY
- RISK MANAGEMENT
- BUSINESS LICENSE TAX ENFORCEMENT
- FINANCIAL REPORTING

**ACCOUNTING MANAGER/CITY TREASURER**



## **FINANCE DEPARTMENT**

The Finance Department handles the City's accounting activities, including payroll, accounts receivable, accounts payable and miscellaneous revenue collection. Staff coordinates the budget process and prepares the budget document, as well as annual financial reports required by other government agencies. Finance coordinates the annual financial audit and prepares the Comprehensive Annual Financial Report. Additional responsibilities include utility billing and monitoring of utility rates as well as coordinating utility rate reviews as required. The Risk Management function of the Department, 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 the self-insured worker's compensation program. Management of the City's cash through careful investing and monitoring of cash requirements are primary responsibilities under the Treasury function. Integral to the successful operation of the City is the focus of the Department to carefully monitor expenditures and optimize revenues.

### **Fiscal Years 2007-2008 and 2008-2009 Achievements**

- Achieved greater functionality of the financial system by successfully implementing the Eden Project Accounting, Accounts Receivable, and Purchasing modules.
- Developed a new long-range financial forecast which will allow staff to proactively manage accounts receivables and multi-year contracts and capital projects.
- Continued to strengthen and enhance cash handling procedures by continuous staff training and upgrade of cash equipment.

### **Service Level Changes**

The current level of service will be enhanced with the addition of one position.

### **Fiscal Years 2009-2010 and 2010-2011 Goals and Objectives**

- Achieve a balanced Operating and Capital Improvement Budget for Fiscal Years 2009-2010 and 2010-2011 and enhance the communication to the Community in a more transparent manner.

- Maximize the functionality of the Financial System in order to streamline the tracking of revenues and expenditures and improve efficiencies.
- Develop management reports to assist City Council and staff in financial decision-making to ensure the City's long-term fiscal health.

<b>Positions (FTE)</b>	<b>2006-2007 Actual</b>	<b>2007-2008 Actual</b>	<b>2008-2009 Actual</b>	<b>2009-2010 Adopted</b>	<b>2010-2011 Adopted</b>
Finance Services	5.00	5.00	5.00	6.00	6.00

**PROGRAM: FINANCE SERVICES****ACCT #01-5400**

This program provides for the accounting, payroll, revenue collection, and utility billing functions.

	<b>ACTUAL 2006-2007</b>	<b>ACTUAL 2007-2008</b>	<b>AMENDED 2008-2009</b>	<b>ADOPTED 2009-2010</b>	<b>ADOPTED 2010-2011</b>
Employee Services	\$309,387	\$333,175	\$331,743	\$413,138	\$418,913 (1)
Maintenance & Operations	46,787	51,420	96,576	59,687	61,237 (2)
Contractual Services	65,792	87,431	134,205	80,508	84,381 (3)
Debt Service	0	0	0	0	0
Capital Outlay	0	0	0	0	0
<b>GRAND TOTAL</b>	<b>\$421,966</b>	<b>\$472,026</b>	<b>\$562,524</b>	<b>\$553,333</b>	<b>\$564,531</b>
<b>POSITIONS (FTE)</b>	<b>3.5</b>	<b>3.5</b>	<b>3.5</b>	<b>4.2</b>	<b>4.2 (2)</b>

(1) Employee Services during Fiscal Year 2008-2009 decreased due to a reorganization of the Department resulting in a savings in costs. The increase in Fiscal Year 2009-2010 is due to the addition of a Senior Accountant position.

(2) Contractual Services include software maintenance fees for the accounting, cashiering, and business license systems. Also reflected in this amount are audit fees and bank and investments fees. These costs are shared with the Water and Wastewater Funds. The increase in Fiscal Year 2008-2009 is due to the purchase of three new Eden modules and a contract for temporary accounting services.

(3) A portion of the costs for the Accounting Technicians, and the Administrative Assistant, are budgeted in the Water and Wastewater Funds for utility billing, payroll, and accounting.

**PROGRAM: CITY HALL GENERAL****ACCT #01-5410**

This program funds the general operations of City Hall including utilities, office supplies, and the copier lease.

	<b>ACTUAL 2006-2007</b>	<b>ACTUAL 2007-2008</b>	<b>AMENDED 2008-2009</b>	<b>ADOPTED 2009-2010</b>	<b>ADOPTED 2010-2011</b>
Employee Services	\$0	\$0	\$0	\$0	\$0
Maintenance & Operations	100,508	119,147	118,340	109,553	112,309 (1)
Contractual Services	33,165	37,049	31,680	22,674	22,783 (2)
Debt Service	0	0	0	0	0
Capital Outlay	0	0	0	0	0
<b>GRAND TOTAL</b>	<b>\$133,673</b>	<b>\$156,196</b>	<b>\$150,020</b>	<b>\$132,227</b>	<b>\$135,092</b>
<b>POSITIONS (FTE)</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>

(1) In Fiscal Year 2007-2008, the additional telephone line in the Annex was re-configured and re-allocated to the appropriate Departments that used it. City Hall is the largest user and the bulk of the cost is reflected in this budget. In Fiscal Year 2009-2010, the Public Works Department assumed responsibility of City Hall maintenance.

(2) In Fiscal Year 2007-2008, the decrease in Contractual Services reflects the renewal of the City Hall Xerox lease to a machine that is significantly lower in cost with the benefit of features such as a high speed scanner. This greatly increased the City's ability to quickly post large documents to the City's website.

**PROGRAM: GENERAL RISK MANAGEMENT****ACCT #01-5411**

This program provides for the City's insurance as well as claims and administrative litigation costs related to those claims.

	<b>ACTUAL 2006-2007</b>	<b>ACTUAL 2007-2008</b>	<b>AMENDED 2008-2009</b>	<b>ADOPTED 2009-2010</b>	<b>ADOPTED 2010-2011</b>
Employee Services	\$0	\$0	\$0	\$0	\$0
Maintenance & Operations	81,327	87,596	79,004	77,023	81,125 (1)
Contractual Services	0	0	0	0	0
Debt Service	0	0	0	0	0
Capital Outlay	0	0	0	0	0
<b>GRAND TOTAL</b>	<b>\$81,327</b>	<b>\$87,596</b>	<b>\$79,004</b>	<b>\$77,023</b>	<b>\$81,125</b>
<b>POSITIONS (FTE)</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>

(1) This budget covers the General Fund portion (50 percent) of the liability and property insurance in addition to costs for claims administration. Vehicle insurance for all City vehicles except for vehicles in the Enterprise funds are also included in this account. The decrease in Fiscal Year 2008-2009 reflects the favorable market in premium rates and the City's favorable loss experience. Premiums reduced further in Fiscal Year 2009-2010 as a result of an increase in the City's self-insured retention amount from \$100,000 to \$125,000 per claim.

**PROGRAM: CITY HALL ANNEX****ACCT #01-5415**

In April 1997, San Diego County transferred the trailer (previously used as the library) to the City. Re-named the "Annex" and used as a meeting place for a wide variety of community needs, this program provides for the operations of the facility.

	<b>ACTUAL 2006-2007</b>	<b>ACTUAL 2007-2008</b>	<b>AMENDED 2008-2009</b>	<b>ADOPTED 2009-2010</b>	<b>ADOPTED 2010-2011</b>
Employee Services	\$0	\$0	\$0	\$0	\$0
Maintenance & Operations	13,308	2,775	2,835	1,369	1,402 (1)
Contractual Services	5,193	4,410	5,000	0	0 (2)
Debt Service	0	0	0	0	0
Capital Outlay	0	0	0	0	0
<b>GRAND TOTAL</b>	<b>\$18,501</b>	<b>\$7,185</b>	<b>\$7,835</b>	<b>\$1,369</b>	<b>\$1,402</b>
<b>POSITIONS (FTE)</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>

(1) The Fiscal Years 2009-2010 and 2010-2011 amounts reflect minimal operating supplies.

(2) In Fiscal Year 2009-2010, the Public Works Department assumed responsibility over the maintenance of the Annex reducing the costs in this budget.

**PROGRAM: EQUIPMENT REPLACEMENT RESERVE****ACCT #01-3164**

This General Fund reserve is used to fund the replacement of capital assets such as vehicles, computer equipment, and machinery and equipment.

	<b>ACTUAL 2006-2007</b>	<b>ACTUAL 2007-2008</b>	<b>AMENDED 2008-2009</b>	<b>ADOPTED 2009-2010</b>	<b>ADOPTED 2010-2011</b>
Employee Services	\$0	\$0	\$0	\$0	\$0
Maintenance & Operations	0	0	0	0	0
Contractual Services	0	0	0	0	0
Capital Outlay	0	0	0	190,731	45,800 (1)
<b>GRAND TOTAL</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$190,731</b>	<b>\$45,800</b>
<b>POSITIONS (FTE)</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>

(1) The following equipment is approved to be purchased. The equipment that it is replacing has reached the end of its useful life and funds are available in this reserve.

	<u>FY 2010</u>	<u>FY 2011</u>
Desktop Computers (6 each year)	\$ 4,800	\$ 4,800
Document Mgt Scanner (Finance)	850	-
Document Scanner (City Hall)	6,800	-
Email Server	6,500	-
Telephone System (Cisco Phone & VoIP Equipment)	30,000	-
Central Document Printer	9,000	-
Backhoe	84,697	-
Truck (Public Works)	23,547	-
Rescue Boat	12,000	-
Parking Machine	12,537	-
Truck (Community Services)	-	30,000
All Terrain Vehicles (Community Services)	-	11,000
Totals	<u>\$ 190,731</u>	<u>\$ 45,800</u>

CITY OF DEL MAR  
FISCAL YEARS 2009-2010 AND 2010-2011  
EXPENDITURE DETAIL

FUND: 01      GENERAL						
ACCOUNT	DESCRIPTION	ACTUAL 2006-2007	ACTUAL 2007-2008	AMENDED 2008-2009	ADOPTED 2009-2010	ADOPTED 2010-2011
	<b><u>FINANCE</u></b>					
01-5400-1000	SALARIES - PERMANENT	213,861	244,588	237,472	298,956	298,956
01-5400-1200	EMPLOYEE BENEFITS	73,555	82,161	87,588	110,251	112,589
01-5400-1205	WORKERS' COMPENSATION	7,365	4,536	4,933	1,930	5,368
01-5400-1400	OVERTIME SALARIES	1,056	1,890	1,750	2,000	2,000
01-5400-1803	OUTSIDE CLERICAL	13,550	-	-	-	-
	<b>EMPLOYEE SERVICES</b>	<b>309,387</b>	<b>333,175</b>	<b>331,743</b>	<b>413,138</b>	<b>418,913</b>
01-5400-2300	OPERATING SUPPLIES	2,852	6,827	7,770	4,635	5,230
01-5400-2360	COMPUTER SOFTWARE	40	-	29,040	-	-
01-5400-3000	ADVERTISING & PRINTING	4,469	6,000	12,100	8,257	7,015
01-5400-3700	MEMBERSHIP & SUBSCRIPTIONS	795	1,095	1,125	995	1,192
01-5400-3800	MEETINGS & TRAVEL	495	434	1,041	2,000	2,000
01-5400-3801	TRAINING & EDUCATION	254	1,052	5,700	1,000	1,000
01-5400-3900	AUTO ALLOWANCE	4,828	4,428	4,800	4,800	4,800
01-5400-4810	PROP TAX ADMIN	33,054	31,584	35,000	38,000	40,000
	<b>MAINTENANCE &amp; OPERATIONS</b>	<b>46,787</b>	<b>51,420</b>	<b>96,576</b>	<b>59,687</b>	<b>61,237</b>
01-5400-3200	<b>CONTRACTUAL SERVICES</b>	<b>65,792</b>	<b>87,431</b>	<b>134,205</b>	<b>80,508</b>	<b>84,381</b>
01-5400-5300	MACHINERY & EQUIPMENT	-	-	-	-	-
	<b>CAPITAL OUTLAY</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>
	<b>FINANCE</b>	<b>421,966</b>	<b>472,026</b>	<b>562,524</b>	<b>553,333</b>	<b>564,531</b>
	<b><u>CITY HALL</u></b>					
01-5410-2000	BUILDING MAINTENANCE & REPAIR	11,861	5,784	5,500	-	-
01-5410-2100	EQUIP/RADIO MAINTENANCE & REPAIR	-	-	1,000	500	500
01-5410-2131	VEHICLE MAINTENANCE	183	2,785	1,000	1,000	1,000
01-5410-2300	OPERATING SUPPLIES	18,287	21,597	19,315	16,307	16,715
01-5410-2320	POSTAGE	11,603	14,071	18,680	17,500	18,000
01-5410-2340	SUPPLIES - PAPER	2,814	1,551	3,000	3,075	3,152
01-5410-2800	GAS & OIL	232	325	800	400	400
01-5410-3000	ADVERTISING & PRINTING	3,826	8,088	6,630	6,796	6,966
01-5410-3300	UTILITIES	27,834	32,650	28,000	28,700	29,418
01-5410-3400	TELEPHONE	17,819	26,295	28,040	28,741	29,460
01-5410-3600	PROPERTY/EQUIPMENT RENTAL	5,573	5,531	5,850	5,996	6,146
01-5410-3700	MEMBERSHIPS & SUBSCRIPTIONS	476	470	525	538	552
	<b>MAINTENANCE &amp; OPERATIONS</b>	<b>100,508</b>	<b>119,147</b>	<b>118,340</b>	<b>109,553</b>	<b>112,309</b>
01-5410-3200	<b>CONTRACTUAL SERVICES</b>	<b>33,165</b>	<b>37,049</b>	<b>31,680</b>	<b>22,674</b>	<b>22,783</b>
	<b>CITY HALL</b>	<b>133,673</b>	<b>156,196</b>	<b>150,020</b>	<b>132,227</b>	<b>135,092</b>
	<b><u>RISK MANAGEMENT</u></b>					
01-5411-4000	INSURANCE	74,492	67,593	64,004	62,023	66,125
01-5411-4300	CLAIMS	6,297	17,811	10,000	10,000	10,000
01-5411-4400	CLAIMS ADMIN/LITIGATION	538	2,192	5,000	5,000	5,000
	<b>MAINTENANCE &amp; OPERATIONS</b>	<b>81,327</b>	<b>87,596</b>	<b>79,004</b>	<b>77,023</b>	<b>81,125</b>
	<b>RISK MANAGEMENT</b>	<b>81,327</b>	<b>87,596</b>	<b>79,004</b>	<b>77,023</b>	<b>81,125</b>
	<b><u>CITY HALL ANNEX</u></b>					
01-5415-2000	BUILDING MAINTENANCE & REPAIR	11,583	670	1,500	-	-
01-5415-2300	OPERATING SUPPLIES	1,498	1,610	675	692	709
01-5415-3400	TELEPHONE	227	495	660	677	693
	<b>MAINTENANCE &amp; OPERATIONS</b>	<b>13,308</b>	<b>2,775</b>	<b>2,835</b>	<b>1,369</b>	<b>1,402</b>
01-5415-3200	<b>CONTRACTUAL SERVICES</b>	<b>5,193</b>	<b>4,410</b>	<b>5,000</b>	<b>-</b>	<b>-</b>
01-5415-5300	MACHINERY & EQUIPMENT	-	-	-	-	-
	<b>CAPITAL OUTLAY</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>
	<b>CITY HALL ANNEX</b>	<b>18,501</b>	<b>7,185</b>	<b>7,835</b>	<b>1,369</b>	<b>1,402</b>



# Planning & Community Development

## Department Mission Statement

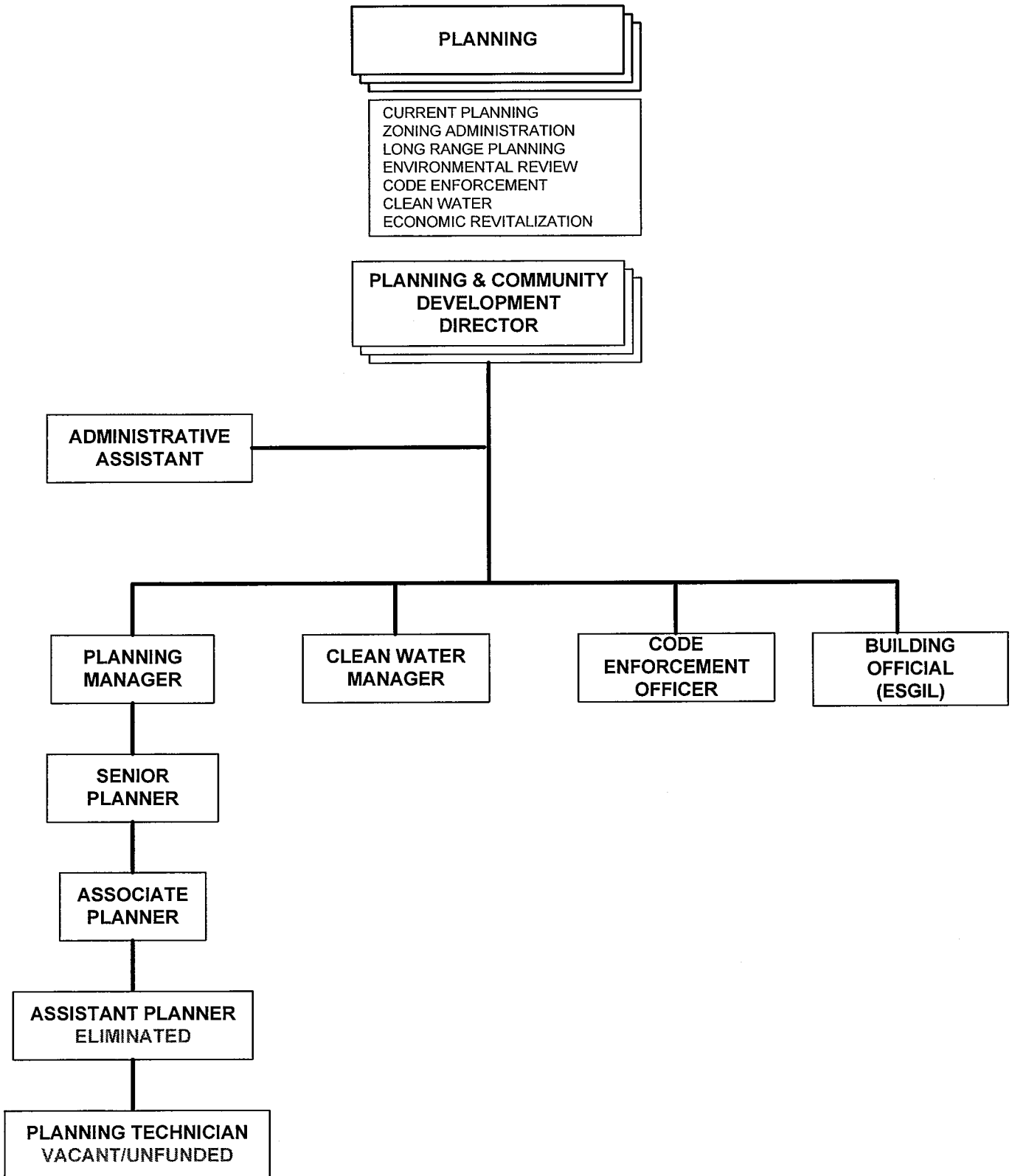
Each member of the Planning Department takes pride in providing our customers with personal attention, accurate and consistent information, and creative, timely solutions to complex community development issues.

*We will guide our customers through the Planning process in a manner that instills public trust and confidence.*

*innovation   integrity   teamwork   service excellence   preservation & safety*

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*A wonderful place to live, work & play*



## **DEPARTMENT OF PLANNING AND COMMUNITY DEVELOPMENT**

The Planning and Community Development Department is responsible for developing and implementing the City's planning goals through the Community Plan, adopted Specific Plans, Zoning Ordinance, Code Enforcement, and Building Inspections. The Department is also responsible for the Clean Water Program. The Department is currently involved with the development of a Form Based Code designed to revitalize the downtown area of Del Mar. The Department also reviews development applications for their compliance with Zoning and Subdivision laws; design review and coastal development regulations; and with the Del Mar Community Plan. The planning review includes consistency findings with the State's housing, building and environmental protection standards. The Department's Code Enforcement division is responsible for resolving Code violations, including those related to building and noise violations; federal and state accessibility requirements; and water-quality protection regulations. Building is responsible for construction plan checks, building permits and inspections. The Clean Water functions include all aspects of implementing the City's Clean Water Program including education, enforcement and all reporting requirements to the State of California.

The Department assists the City Council, Planning Commission, and Design Review Board in their review of projects and in the drafting of new regulations. It also assists various ad-hoc and citizen committees in the performance of their functions. Planning manages key programs and special projects. Planning is also responsible for implementing the update to the Community Plan Housing and Circulation Elements; for monitoring the 22<sup>nd</sup> DAA's preparation of a Master Plan and associated EIR; and for all CEQA review and permit processing for Capital Improvement Projects. The Department also monitors and provides the City Council with information about development proposals located outside the City limits and their potential impacts on Del Mar. This includes an active role in San Diego Association of Governments technical committees.

### **Fiscal Years 2007-2008 and 2008-2009 Achievements**

- Prepared a review of all planning functions and produced the City of Del Mar Planning and Community Development Department Organizational Study.
- Prepared and implemented a series of economic revitalization actions related to horizontal land use, sidewalk cafes, parking, and signage in the Central Commercial Zone.

- Worked with Engineering, Public Works and Community Services on the design and processing of the Beach Safety Center and the 21<sup>st</sup> Street Pump Station replacement projects.
- Prepared and processed a Mitigated Negative Declaration and Coastal Development Permit for the Torrey Pines Bridge to meet the Department of Public Works schedule for project implementation.
- Managed and processed the Garden Del Mar Specific Plan and Environmental Impact Report through the Planning Commission, City Council, and general election.
- Managed and processed the Riverview Office Park development permits and associated Environmental Impact Report through the Design Review Board and Planning Commission.
- Managed and processed all required permits for the redevelopment of L’Auberge Del Mar to ensure completion of the hotel in 2008 and the spa in 2009.
- Managed the technical components of the Storm Water Ballot Initiative to establish a fee to recover costs from the Clean Water Program.
- Assisted the Del Mar Village Association (DMVA) in establishing and processing Way Finding/Directional Signs to be constructed in the downtown for the 2009 summer season.
- Processed approximately 305 discretionary permits (e.g. Design Review Permits, Conditional Use Permits, Variances, Coastal Development Permits, Encroachment Permits, Newsrack Permits, etc.).
- Opened approximately 259 Code Enforcement cases with compliance gained on approximately 251 cases.

### **Service Level Changes**

The Planning and Community Development Department has three vacancies including the Director, Assistant Planner, and Planning Technician. Two of these positions are currently being filled by “on call” consultants who have extensive experience in the planning programs proposed for the upcoming fiscal year. The vacant Assistant Planner position is being eliminated. The Director position is unfunded for Fiscal Year 2009-2010 and is funded for Fiscal Year 2010-2011. The Planning Technician will remain unfunded for the next two Fiscal Years, 2009-2010 and 2010-2011. There are also two part-time positions including an Administrative Minutes Clerk and Student Intern. The Administrative Minutes Clerk position is budgeted for only one month in the first of the two fiscal years. The remaining 23

months is unfunded. The Student Intern is vacant and is unfunded for the next two years.

**Fiscal Years 2009-2010 and 2010-2011 Goals and Objectives**

- Manage, develop, and process a Village District Specific Plan and Formed Based Code that responds to the needs of downtown revitalization in conformance with the Community Plan.
- Update the City’s Community Plan with modifications to assure compliance with new mandates regarding the climate change initiative.
- Complete the State-required update to the Community Plan Housing Element, along with associated code amendments, to protect the City’s housing stock.
- Prepare and process the update to the Community Plan Circulation Element with a special emphasis on bicycle, and pedestrian movement throughout the city.
- Develop a pilot planning program for Camino Del Mar between 15<sup>th</sup> and 12<sup>th</sup> Street to create additional parking opportunities, revised traffic and bicycle movements, new building incentives and sidewalk enhancements.
- Assist in the preparation and processing of an RFP for the development of the City Hall site into a mixed use economic opportunity for the City consistent with the village concepts.

	2006-2007	2007-2008	2008-2009	2009-2010	2010-2011
Positions (FTE)	Actual	Actual	Actual	Adopted	Adopted
Planning Services	7.00	7.00	7.00	4.00	5.00
Code Enforcement	1.00	1.00	1.00	1.00	1.00
Clean Water	0	1.00	1.00	1.00	1.00

**PROGRAM: PLANNING SERVICES****ACCT #01-5530**

The Planning Department applies planning policy of the City of Del Mar as established by the City Council. Staff administers the City's zoning and subdivision ordinances, general plan, building regulations, State environmental and subdivision map regulations.

	<b>ACTUAL 2006-2007</b>	<b>ACTUAL 2007-2008</b>	<b>AMENDED 2008-2009</b>	<b>ADOPTED 2009-2010</b>	<b>ADOPTED 2010-2011</b>	
Employee Services	\$594,865	\$612,655	\$598,449	\$424,530	\$561,428	(1)
Maintenance & Operations	15,903	18,699	18,548	11,524	16,424	(2)
Contractual Services	53,620	219,343	111,124	192,620	52,500	(3)
Debt Service	0	0	0	0	0	
Capital Outlay	0	0	0	0	0	
<b>GRAND TOTAL</b>	<b>\$664,388</b>	<b>\$850,697</b>	<b>\$728,121</b>	<b>\$628,674</b>	<b>\$630,352</b>	
<b>POSITIONS (FTE)</b>	<b>6.4</b>	<b>7.4</b>	<b>7.4</b>	<b>3.8</b>	<b>4.4</b>	<b>(1)</b>

(1) Fiscal Year 2009-2010 salaries are substantially reduced due to the use of consultants to manage the Department of Planning and Community Development with the preparation of key primary documents. These documents include a Form Based Code and Circulation Element. The consultants are anticipated to be phased out in Fiscal Year 2010-2011 with recruitment of a Planning and Community Development Director and the adoption of a new Form Based Code.

(2) In Fiscal Year 2009-2010, memberships, subscriptions, meetings and travel were reduced. The auto allowance for the Planning and Community Development Director was also removed due to the vacancy.

(3) In Fiscal Years 2009-2010 funds include consultant services to prepare the Community Plan Circulation Element, Form Based Code, Housing Element and associated environmental documents, and in Fiscal Year 2010-2011, \$50,000 has been set aside for implementation of the Form Based Code which includes the environmental process, as well as \$2,500 for the City Arborist.

<b>PROGRAM: PLANNING COMMISSION</b>		<b>ACCT #01-5531</b>			
<p>The Planning Commission is a five-member body of residents appointed by the City Council to review development proposals for conformity to Chapter 30 (Zoning Ordinance) of the Del Mar Municipal Code in order to maintain the quality of development constructed in the community. The Commission also hears cases brought by residents regarding trees, scenic views, and sunlight that cannot be handled through mediation.</p>					
	<b>ACTUAL 2006-2007</b>	<b>ACTUAL 2007-2008</b>	<b>AMENDED 2008-2009</b>	<b>ADOPTED 2009-2010</b>	<b>ADOPTED 2010-2011</b>
Employee Services	\$2,130	\$1,860	\$1,642	\$293	\$0 (1)
Maintenance & Operations	2,085	2,733	3,425	1,494	1,498 (2)
Contractual Services	0	0	0	0	0
Debt Service	0	0	0	0	0
Capital Outlay	0	0	0	0	0
<b>GRAND TOTAL</b>	<b>\$4,215</b>	<b>\$4,593</b>	<b>\$5,067</b>	<b>\$1,787</b>	<b>\$1,498</b>
<b>POSITIONS (FTE)</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>

(1) In Fiscal Year 2009-2010, memberships, subscriptions, meetings and travel were reduced.

(2) In Fiscal Years 2009-2010 and 2010-2011, the cost for advertising and meetings have been removed.

<b>PROGRAM: DESIGN REVIEW BOARD</b>		<b>ACCT #01-5532</b>			
<p>The Design Review Board is a seven-member body of residents appointed by the City Council to review development applications for conformity to Chapter 23 of the Del Mar Municipal Code in order to preserve and improve the City of Del Mar from an aesthetic perspective.</p>					
	<b>ACTUAL 2006-2007</b>	<b>ACTUAL 2007-2008</b>	<b>AMENDED 2008-2009</b>	<b>ADOPTED 2009-2010</b>	<b>ADOPTED 2010-2011</b>
Employee Services	\$2,931	\$2,530	\$2,498	\$438	\$0 (1)
Maintenance & Operations	2,612	4,022	4,068	2,985	3,023 (2)
Contractual Services	0	0	0	0	0
Debt Service	0	0	0	0	0
Capital Outlay	0	0	0	0	0
<b>GRAND TOTAL</b>	<b>\$5,543</b>	<b>\$6,552</b>	<b>\$6,566</b>	<b>\$3,423</b>	<b>\$3,023</b>
<b>POSITIONS (FTE)</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>

(1) The reduction in Employee Services is due to the elimination of the Minutes Clerk position in Fiscal Year 2009-2010.

(2) In Fiscal Year 2009-2010, memberships, subscriptions, meetings and travel were significantly reduced.

**PROGRAM: BEACH PRESERVATION** **ACCT #01-5533**

To implement the Beach Preservation Ordinance to recover public beach land, provide public beach access, and assist property owners in the protection of their property.

	ACTUAL 2006-2007	ACTUAL 2007-2008	AMENDED 2008-2009	ADOPTED 2009-2010	ADOPTED 2010-2011
Employee Services	\$0	\$0	\$0	\$0	\$0
Maintenance & Operations	750	750	750	750	750
Contractual Services	9,294	6,952	41,674	7,174	7,174 (1)
Debt Service	0	0	0	0	0
Capital Outlay	0	0	0	0	0
<b>GRAND TOTAL</b>	<b>\$10,044</b>	<b>\$7,702</b>	<b>\$42,424</b>	<b>\$7,924</b>	<b>\$7,924</b>
<b>POSITIONS (FTE)</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>

(1) Funding continues for two transects for the Shoreline Monitoring Program.

**PROGRAM: SAN DIEGUITO LAGOON** **ACCT #01-5535**

To protect the resources of and participation in implementation of enhancements of the San Dieguito Lagoon; to ensure maximum open space; to deter incompatible land uses; and to provide for passive recreational opportunities to the public.

	ACTUAL 2006-2007	ACTUAL 2007-2008	AMENDED 2008-2009	ADOPTED 2009-2010	ADOPTED 2010-2011
Employee Services	\$0	\$0	\$0	\$0	\$0
Maintenance & Operations	51,988	57,378	57,544	49,540	49,540 (1)
Contractual Services	0	0	0	0	0
Debt Service	0	0	0	0	0
Capital Outlay	0	0	0	0	0
<b>GRAND TOTAL</b>	<b>\$51,988</b>	<b>\$57,378</b>	<b>\$57,544</b>	<b>\$49,540</b>	<b>\$49,540</b>
<b>POSITIONS (FTE)</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>

(1) This amount is the cost for membership in the San Dieguito River Valley Joint Powers Authority. Payment to the Joint Powers Authority Endowment is not funded in Fiscal Year 2009-2010 or 2010-2011.

**PROGRAM: CODE ENFORCEMENT** **ACCT #01-5536**

To maintain and enhance the quality of life in the community by resolving Municipal Code violations, including those related to building and noise violations; federal and state accessibility requirements; water-quality protection regulations, as well as requirements of approved development permits.

	<b>ACTUAL 2006-2007</b>	<b>ACTUAL 2007-2008</b>	<b>AMENDED 2008-2009</b>	<b>ADOPTED 2009-2010</b>	<b>ADOPTED 2010-2011</b>	
Employee Services	\$68,553	\$27,418	\$84,133	\$79,998	\$82,843	(1)
Maintenance & Operations	3,804	1,628	3,295	4,905	5,022	(2)
Contractual Services	1,499	46,364	1,930	1,600	1,600	
Debt Service	0	0	0	0	0	
Capital Outlay	0	0	0	0	0	
<b>GRAND TOTAL</b>	<b>\$73,856</b>	<b>\$75,410</b>	<b>\$89,358</b>	<b>\$86,503</b>	<b>\$89,465</b>	
<b>POSITIONS (FTE)</b>	<b>0.75</b>	<b>0.75</b>	<b>0.75</b>	<b>0.75</b>	<b>0.75</b>	

(1) With implementation of the Clean Water NPDES program requirements for active code enforcement, 25 percent of the code enforcement officer's time and 40 percent of the part-time code enforcement clerk's time is now charged to the Clean Water Program.

(2) This program includes the yearly fee for the Code Enforcement Software.

**PROGRAM: BUILDING INSPECTION SERVICES** **ACCT #01-5538**

The City contracts with EsGil corporation to provide standard building plan check and inspection services as well as review ADA/Title 24 issues. EsGil will be operating at the building counter under a contract with the City of Solana Beach for plan check submittal and building permit issuance.

	<b>ACTUAL 2006-2007</b>	<b>ACTUAL 2007-2008</b>	<b>AMENDED 2008-2009</b>	<b>ADOPTED 2009-2010</b>	<b>ADOPTED 2010-2011</b>	
Employee Services	\$0	\$0	\$111	\$0	\$0	
Maintenance & Operations	386	529	1,980	2,536	2,656	(1)
Contractual Services	251,630	328,600	264,000	212,700	238,175	(2)
Debt Service	0	0	0	0	0	
Capital Outlay	0	0	0	0	0	
<b>GRAND TOTAL</b>	<b>\$252,016</b>	<b>\$329,129</b>	<b>\$266,091</b>	<b>\$215,236</b>	<b>\$240,831</b>	
<b>POSITIONS (FTE)</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	

(1) This includes the cost for the printing of new building department forms.

(2) EsGil is providing building inspection services for the City under contract. The building services costs will be offset with building fee revenues. Del Mar retains 10 percent of all plan check and building permit fees.

**CITY OF DEL MAR  
FISCAL YEARS 2009-2010 AND 2010-2011  
EXPENDITURE DETAIL**

<b>FUND: 01      GENERAL</b>						
<b>ACCOUNT</b>	<b>DESCRIPTION</b>	<b>ACTUAL 2006-2007</b>	<b>ACTUAL 2007-2008</b>	<b>AMENDED 2008-2009</b>	<b>ADOPTED 2009-2010</b>	<b>ADOPTED 2010-2011</b>
	<b><u>PLANNING</u></b>					
01-5530-1000	SALARIES - PERMANENT	424,404	434,012	389,106	312,831	411,932
01-5530-1200	EMPLOYEE BENEFITS	149,012	150,958	173,649	108,739	140,892
01-5530-1205	WORKERS' COMPENSATION	17,161	12,873	15,920	2,260	8,604
01-5530-1300	SALARIES - SEASONAL	686	9,849	11,500	-	-
01-5530-1310	PART TIME PLANNING	3,109	4,898	7,224	700	-
01-5530-1400	OVERTIME	493	65	1,050	-	-
01-5530-1803	OUTSIDE CLERICAL	-	-	-	-	-
	<b>EMPLOYEE SERVICES</b>	<b>594,865</b>	<b>612,655</b>	<b>598,449</b>	<b>424,530</b>	<b>561,428</b>
01-5530-2300	OPERATING SUPPLIES	2,452	4,297	4,500	2,500	2,500
01-5530-3000	ADVERTISING & PRINTING	1,229	1,396	1,600	2,600	2,700
01-5530-3700	MEMBERSHIPS & SUBSCRIPTIONS	698	1,047	975	350	350
01-5530-3800	MEETINGS & TRAVEL	1,092	1,713	173	250	250
01-5530-3801	TRAINING & EDUCATION	776	590	1,700	400	400
01-5530-3900	AUTO ALLOWANCE	9,656	9,656	9,600	5,424	10,224
	<b>MAINTENANCE &amp; OPERATIONS</b>	<b>15,903</b>	<b>18,699</b>	<b>18,548</b>	<b>11,524</b>	<b>16,424</b>
01-5530-3200	<b>CONTRACTUAL SERVICES</b>	<b>53,620</b>	<b>219,343</b>	<b>111,124</b>	<b>192,620</b>	<b>52,500</b>
	<b>PLANNING</b>	<b>664,388</b>	<b>850,697</b>	<b>728,121</b>	<b>628,674</b>	<b>630,352</b>
	<b><u>PLANNING COMMISSION</u></b>					
01-5531-1200	EMPLOYEE BENEFITS	149	119	98	21	-
01-5531-1205	WORKERS' COMPENSATION	29	14	44	2	-
01-5531-1310	PART-TIME PLANNING	1,952	1,727	1,500	270	-
	<b>EMPLOYEE SERVICES</b>	<b>2,130</b>	<b>1,860</b>	<b>1,642</b>	<b>293</b>	<b>-</b>
01-5531-2300	OPERATING SUPPLIES	64	150	150	154	158
01-5531-3000	ADVERTISING & PRINTING	1,320	1,233	1,600	1,340	1,340
01-5531-3800	MEETINGS & TRAVEL	701	1,350	1,675	-	-
01-5531-3801	TRAINING & EDUCATION	-	-	-	-	-
	<b>MAINTENANCE &amp; OPERATIONS</b>	<b>2,085</b>	<b>2,733</b>	<b>3,425</b>	<b>1,494</b>	<b>1,498</b>
	<b>PLANNING COMMISSION</b>	<b>4,215</b>	<b>4,593</b>	<b>5,067</b>	<b>1,787</b>	<b>1,498</b>
	<b><u>DESIGN REVIEW BOARD</u></b>					
01-5532-1200	EMPLOYEE BENEFITS	205	169	300	31	-
01-5532-1205	WORKERS' COMPENSATION	40	22	135	3	-
01-5532-1310	PART-TIME PLANNING	2,686	2,339	2,063	405	-
	<b>EMPLOYEE SERVICES</b>	<b>2,931</b>	<b>2,530</b>	<b>2,498</b>	<b>438</b>	<b>-</b>
01-5532-2300	OPERATING SUPPLIES	189	389	200	205	210
01-5532-3000	ADVERTISING & PRINTING	2,296	3,600	3,660	2,580	2,595
01-5532-3800	MEETINGS & TRAVEL	26	33	108	100	113
01-5532-3801	TRAINING & EDUCATION	101	-	100	100	105
	<b>MAINTENANCE &amp; OPERATIONS</b>	<b>2,612</b>	<b>4,022</b>	<b>4,068</b>	<b>2,985</b>	<b>3,023</b>
01-5532-3200	<b>CONTRACTUAL SERVICES</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>
	<b>DESIGN REVIEW BOARD</b>	<b>5,543</b>	<b>6,552</b>	<b>6,566</b>	<b>3,423</b>	<b>3,023</b>
	<b><u>BEACH PRESERVATION INIT.</u></b>					
01-5533-3700	MEMBERSHIPS & SUBSCRIPTIONS	750	750	750	750	750
01-5533-3800	MEETINGS & TRAVEL	-	-	-	-	-
	<b>MAINTENANCE &amp; OPERATIONS</b>	<b>750</b>	<b>750</b>	<b>750</b>	<b>750</b>	<b>750</b>
01-5533-3200	<b>CONTRACTUAL SERVICES</b>	<b>9,294</b>	<b>6,952</b>	<b>41,674</b>	<b>7,174</b>	<b>7,174</b>
	<b>BEACH PRESERVATION INIT.</b>	<b>10,044</b>	<b>7,702</b>	<b>42,424</b>	<b>7,924</b>	<b>7,924</b>

CITY OF DEL MAR  
FISCAL YEARS 2009-2010 AND 2010-2011  
EXPENDITURE DETAIL

FUND: 01      GENERAL						
ACCOUNT	DESCRIPTION	ACTUAL 2006-2007	ACTUAL 2007-2008	AMENDED 2008-2009	ADOPTED 2009-2010	ADOPTED 2010-2011
	<b><u>SAN DIEGUITO LAGOON</u></b>					
01-5535-2300	OPERATING SUPPLIES	-	-	-	-	-
01-5535-3000	ADVERTISING & PRINTING	-	-	-	-	-
01-5535-3700	MEMBERSHIPS & SUBSCRIPTIONS	51,988	57,378	57,544	49,540	49,540
01-5535-3800	MEETINGS & TRAVEL	-	-	-	-	-
	<b>MAINTENANCE &amp; OPERATIONS</b>	<b>51,988</b>	<b>57,378</b>	<b>57,544</b>	<b>49,540</b>	<b>49,540</b>
01-5535-3200	<b>CONTRACTUAL SERVICES</b>	-	-	-	-	-
	<b>SAN DIEGUITO LAGOON</b>	<b>51,988</b>	<b>57,378</b>	<b>57,544</b>	<b>49,540</b>	<b>49,540</b>
	<b><u>CODE ENFORCEMENT</u></b>					
01-5536-1000	SALARIES - PERMANENT	41,450	14,534	44,609	45,724	45,724
01-5536-1200	EMPLOYEE BENEFITS	14,746	6,371	18,657	19,080	19,543
01-5536-1205	WORKERS' COMPENSATION	2,450	1,386	4,617	1,132	3,176
01-5536-1310	PART TIME PLANNING	9,262	5,127	15,750	13,562	13,900
01-5536-1400	OVERTIME	645	-	500	500	500
	<b>EMPLOYEE SERVICES</b>	<b>68,553</b>	<b>27,418</b>	<b>84,133</b>	<b>79,998</b>	<b>82,843</b>
01-5536-2131	VEHICLE MAINTENANCE	-	438	500	500	525
01-5536-2300	OPERATING SUPPLIES	301	601	550	2,750	2,811
01-5536-2800	GAS & OIL	522	246	1,040	500	500
01-5536-3000	ADVERTISING & PRINTING	440	-	700	1,050	1,076
01-5536-3400	TELEPHONE	-	-	-	-	-
01-5536-3700	MEMBERSHIPS & SUBSCRIPTIONS	-	-	105	105	110
01-5536-3800	MEETINGS & TRAVEL	2,238	223	-	-	-
01-5536-3801	TRAINING & EDUCATION	303	120	400	-	-
	<b>MAINTENANCE &amp; OPERATIONS</b>	<b>3,804</b>	<b>1,628</b>	<b>3,295</b>	<b>4,905</b>	<b>5,022</b>
01-5536-3200	<b>CONTRACTUAL SERVICES</b>	<b>1,499</b>	<b>46,364</b>	<b>1,930</b>	<b>1,600</b>	<b>1,600</b>
	<b>CODE ENFORCEMENT</b>	<b>73,856</b>	<b>75,410</b>	<b>89,358</b>	<b>86,503</b>	<b>89,465</b>
	<b><u>BUILDING SERVICES</u></b>					
01-5538-1200	EMPLOYEE BENEFITS	-	-	77	-	-
01-5538-1205	WORKERS' COMPENSATION	-	-	34	-	-
01-5538-1310	PART TIME PLANNING	-	-	-	-	-
	<b>EMPLOYEE SERVICES</b>	-	-	<b>111</b>	-	-
01-5538-2300	OPERATING SUPPLIES	180	334	250	250	263
01-5538-3000	ADVERTISING AND PRINTING	106	195	900	1,000	1,100
01-5538-3700	MEMBERSHIPS & SUBSCRIPTIONS	100	-	580	1,030	1,030
01-5538-3800	MEETINGS & TRAVEL	-	-	-	-	-
01-5538-3801	TRAINING & EDUCATION	-	-	250	256	263
	<b>MAINTENANCE &amp; OPERATIONS</b>	<b>386</b>	<b>529</b>	<b>1,980</b>	<b>2,536</b>	<b>2,656</b>
01-5538-3200	CONTRACTUAL SERVICES	4,000	10,125	14,000	12,700	13,175
01-5538-3202	BUILDING INSPECTIONS	247,630	318,475	250,000	200,000	225,000
	<b>CONTRACTUAL SERVICES</b>	<b>251,630</b>	<b>328,600</b>	<b>264,000</b>	<b>212,700</b>	<b>238,175</b>
	<b>BUILDING SERVICES</b>	<b>252,016</b>	<b>329,129</b>	<b>266,091</b>	<b>215,236</b>	<b>240,831</b>

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# Public Works

## Department Mission Statement

We, the experienced professional staff of the Public Works Department take ownership of the operation and maintenance of the City of Del Mar's infrastructure. With our customer's needs in mind, we deliver this 24/7 service in a prompt, courteous, and efficient manner.

*“WE MAKE THE HOUSE CALLS!”*

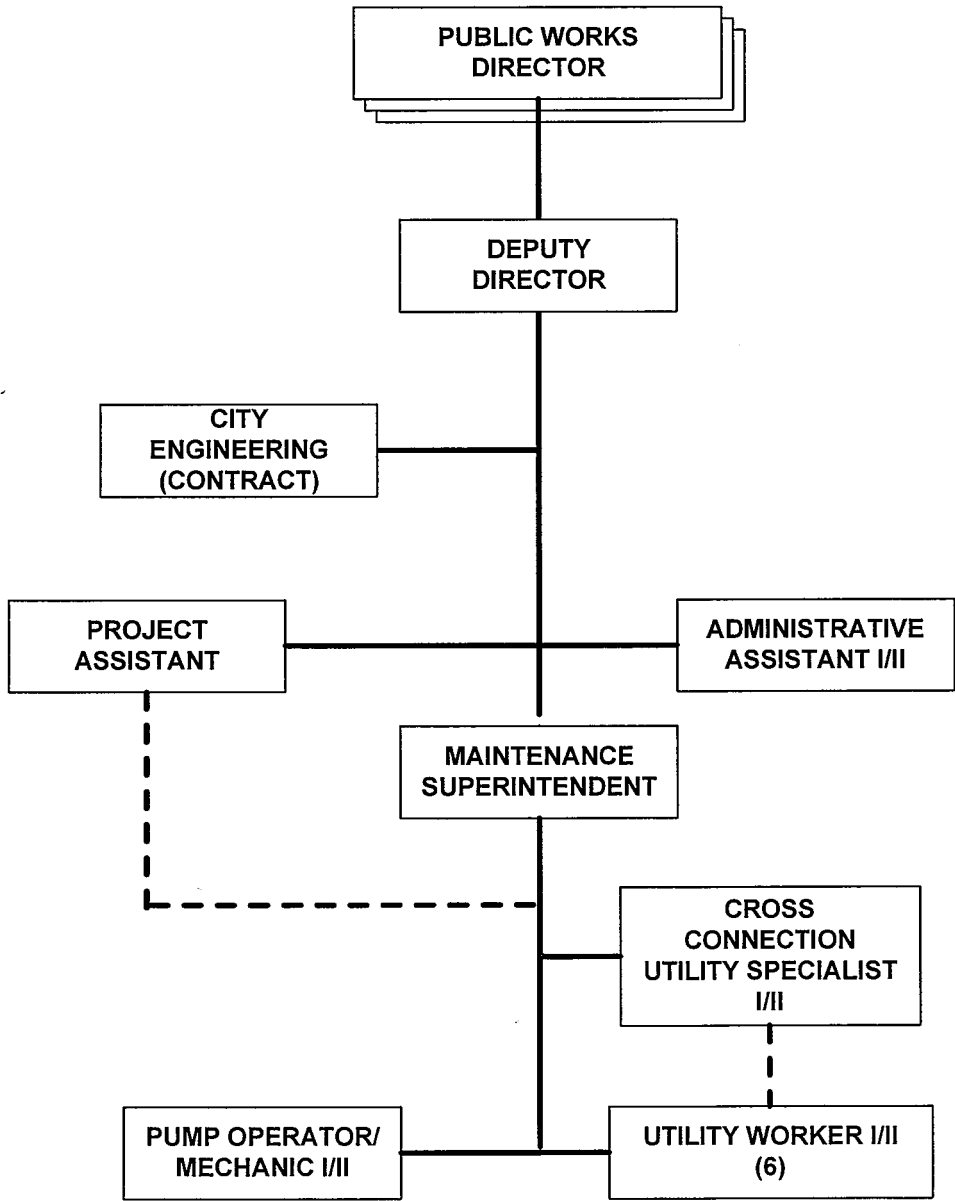
*innovation   integrity   teamwork   service excellence   preservation & safety*

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*A wonderful place to live, work & play*

**PUBLIC WORKS**

ENGINEERING AND CAPITAL PROJECTS  
BUILDINGS/PARKS/OPEN SPACE MAINTENANCE  
STREET SYSTEM MAINTENANCE  
WATER SYSTEM OPERATIONS AND MAINTENANCE  
CLEAN WATER PROGRAMS  
SEWER SYSTEM OPERATION AND MAINTENANCE  
VARIOUS CONTRACTS FOR PUBLIC WORKS/CITY  
FACILITIES OPERATIONS AND MAINTENANCE



## **PUBLIC WORKS DEPARTMENT**

The Public Works Department maintains and improves eight essential City infrastructure functions: 1) City facilities and facility grounds, 2) street maintenance, 3) open space and park maintenance, 4) potable water contracts including maintenance and monitoring, 5) clean water protection, 6) sewer system contracts including maintenance and monitoring, 7) capital project construction management, and 8) engineering services.

### **Fiscal Years 2007-2008 and 2008-2009 Achievements:**

- Continued to work with Caltrans and FHWA related to the historic North Torrey Pines Bridge to bring the project into the final stages of design and preparation for construction. Also completed various capital projects: Tot Lot surface and equipment upgrades, 11<sup>th</sup> Street water reservoir roof, various annual maintenance programs, and the County's projects related to the Library expansion and roof replacement.
- Participated in completion of a new five-year Water, Clean Water and Sewer rate and fee study, including Community Outreach resulting in approval of the Clean Water ballot.
- Began the State-mandated Waste Discharge Requirements for Sewer Collection Systems permit process including the Fats, Oils, and Grease program (FOG).
- Worked with the 22<sup>nd</sup> DAA to finalize a Sewer Agreement, installation of the 22<sup>nd</sup> DAA's new sewer force main, and installation of a new traffic controller at the intersection of Via de la Valle and Jimmy Durante Boulevard.
- Activated the Water Emergency Response Plan to protect the water system and inform the public of the low pressure created by the City of San Diego's water main break.
- Participated in the selection of new engineering service providers in conjunction with the Planning Department and City Manager's Office to improve efficiencies and reduce expenditures for outside engineering services.

### **Service Level Changes**

- Implemented an Operational Efficiency through the addition of the new Deputy Director position providing: 1) construction management at reduced cost compared to contract engineering services, 2) a portion of the City's development review

replacing a contract engineer, and 3) management of the Torrey Pines Bridge construction which will be eligible for Federal and State funding reimbursement.

**Fiscal Years 2009-2010 and 2010-2011 Goals and Objectives**

- Begin the seismic retrofit and rehabilitation of the historic North Torrey Pines Bridge and the replacement of the 21<sup>st</sup> Street Sewer Pump Station.
- Complete the Waste Discharge Requirements for Sewer Collection Systems permit.

<b>Positions (FTE)</b>	<b>2006-2007 Actual</b>	<b>2007-2008 Actual</b>	<b>2008-2009 Actual</b>	<b>2009-2010 Adopted</b>	<b>2010-2011 Adopted</b>
Public Works	12	12	13	13	13

**PROGRAM: GENERAL PUBLIC WORKS** **ACCT #01-5840**

Provides administration and general support for all City-owned property and buildings. Provides for supervision of maintenance staff, administers associated contracts, and for management of the Department.

	<b>ACTUAL 2006-2007</b>	<b>ACTUAL 2007-2008</b>	<b>AMENDED 2008-2009</b>	<b>ADOPTED 2009-2010</b>	<b>ADOPTED 2010-2011</b>
Employee Services	\$110,330	\$57,962	\$60,117	\$64,165	\$65,405
Maintenance & Operations	9,350	10,872	11,828	7,504	7,660
Contractual Services	4,854	427	403	485	497
Debt Service	0	0	0	0	0
Capital Outlay	1,413	304	2,877	0	0
<b>GRAND TOTAL</b>	<b>\$125,947</b>	<b>\$69,565</b>	<b>\$75,225</b>	<b>\$72,154</b>	<b>\$73,562</b>
<b>POSITIONS (FTE)</b>	<b>1.06</b>	<b>1.06</b>	<b>0.63</b>	<b>0.67</b>	<b>0.67</b>

**PROGRAM: FLOOD CONTROL/DRAINAGE** **ACCT #01-5841**

This program is an integral part of the City's Disaster Preparedness Plan and provides funding necessary to ensure that flood water pumps and equipment are available if, and when needed. This program assists with vulnerable areas of the City facing high tides, rain runoff, and flooding through pumping excess water from areas of the City and keeping pump equipment in operating condition for use on short notice.

	<b>ACTUAL 2006-2007</b>	<b>ACTUAL 2007-2008</b>	<b>AMENDED 2008-2009</b>	<b>ADOPTED 2009-2010</b>	<b>ADOPTED 2010-2011</b>
Employee Services	\$32,980	\$21,506	\$23,115	\$22,488	\$23,270
Maintenance & Operations	5,422	3,179	4,485	1,800	1,845
Contractual Services	2,476	25,117	4,708	5,100	5,229 (1)
Debt Service	0	0	0	0	0
Capital Outlay	0	0	0	0	0
<b>GRAND TOTAL</b>	<b>\$40,878</b>	<b>\$49,802</b>	<b>\$32,308</b>	<b>\$29,388</b>	<b>\$30,344</b>
<b>POSITIONS (FTE)</b>	<b>0.45</b>	<b>0.45</b>	<b>0.30</b>	<b>0.30</b>	<b>0.30</b>

(1) This amount reflects normal pump repairs. In Fiscal Year 2006-2007, costs increased for new air and hazmat permit fees for pumps for the diesel engine associated with the storm water pump at the end of 28th Street. In Fiscal Year 2008-2009, costs were also added for the maintenance of an additional fourth storm drain pump at Camino del Mar and 29th Street.

**PROGRAM: OTHER FACILITY MAINTENANCE****ACCT #01-5854**

Provides for Public Works administered contracts for City Hall, Annex, and TV Studio buildings. Provides for janitorial maintenance, heat and air contract, and pest control of these buildings.

	<b>ACTUAL 2006-2007</b>	<b>ACTUAL 2007-2008</b>	<b>AMENDED 2008-2009</b>	<b>ADOPTED 2009-2010</b>	<b>ADOPTED 2010-2011</b>
Employee Services	\$0	\$0	\$0	\$0	\$0
Maintenance & Operations	0	0	0	10,663	5,676
Contractual Services	0	0	0	59,550	31,314 (1)
Debt Service	0	0	0	0	0
Capital Outlay	0	0	0	0	0
<b>GRAND TOTAL</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$70,213</b>	<b>\$36,990 (2)</b>
<b>POSITIONS (FTE)</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>

(1) Funds reflect contracts for janitorial maintenance, heat and air, landscaping, and pest control for the City Hall, Annex, and TV Studio buildings. Fiscal Year 2009-2010 includes the purchase of air conditioners in the TV Studio, reception area, and server room in City Hall.

(2) Funds were transferred in the Fiscal Year 2009-2010 budget from program accounts 01-5410 (City Hall), 01-5415 (City Hall Annex), and 01-5211 (Cable TV) program budgets.

**CITY OF DEL MAR  
FISCAL YEARS 2009-2010 AND 2010-2011  
EXPENDITURE DETAIL**

<b>FUND: 01 GENERAL</b>						
<b>ACCOUNT</b>	<b>DESCRIPTION</b>	<b>ACTUAL 2006-2007</b>	<b>ACTUAL 2007-2008</b>	<b>AMENDED 2008-2009</b>	<b>ADOPTED 2009-2010</b>	<b>ADOPTED 2010-2011</b>
	<b><u>PUBLIC WORKS</u></b>					
01-5840-1000	SALARIES - PERMANENT	74,823	40,842	42,528	46,441	46,441
01-5840-1200	EMPLOYEE BENEFITS	26,209	14,207	15,650	17,141	17,514
01-5840-1205	WORKERS' COMPENSATION	9,298	2,737	1,839	482	1,350
01-5840-1300	SALARIES - SEASONAL	-	49	-	-	-
01-5840-1400	OVERTIME	-	90	100	100	100
01-5840-1803	OUTSIDE CLERICAL	-	37	-	-	-
	<b>EMPLOYEE SERVICES</b>	<b>110,330</b>	<b>57,962</b>	<b>60,117</b>	<b>64,165</b>	<b>65,405</b>
01-5840-2000	BUILDING MAINTENANCE & REPAIR	364	248	475	250	258
01-5840-2100	EQUIP/RADIO MAINTENANCE & REPAIR	171	193	143	120	124
01-5840-2131	VEHICLE MAINTENANCE	311	234	309	317	325
01-5840-2133	VEHICLE CONTRACTUAL SERVICES	1,072	897	883	800	824
01-5840-2135	HOLIDAY DECORATION MAINTENANCE	1,302	3,448	3,500	-	-
01-5840-2140	COMPUTER MAINTENANCE	-	-	-	-	-
01-5840-2300	OPERATING SUPPLIES	1,274	1,465	1,251	1,200	1,236
01-5840-2400	UNIFORMS	88	162	189	180	186
01-5840-2600	SMALL TOOLS & EQUIPMENT	716	371	782	585	600
01-5840-2800	GAS & OIL	1,881	2,119	2,354	2,000	2,060
01-5840-3000	ADVERTISING & PRINTING	-	-	52	53	-
01-5840-3300	UTILITIES	732	720	824	845	866
01-5840-3400	TELEPHONE	374	499	580	595	609
01-5840-3600	PROPERTY/EQUIPMENT RENTAL	137	141	221	200	205
01-5840-3700	MEMBERSHIPS & SUBSCRIPTIONS	49	35	65	65	68
01-5840-3800	MEETINGS & TRAVEL	440	245	38	100	103
01-5840-3801	TRAINING & EDUCATION	36	95	162	50	52
01-5840-3900	AUTO ALLOWANCE	-	-	-	144	144
01-5840-4800	ASSESSMENTS	403	-	-	-	-
	<b>MAINTENANCE &amp; OPERATIONS</b>	<b>9,350</b>	<b>10,872</b>	<b>11,828</b>	<b>7,504</b>	<b>7,660</b>
01-5840-3200	CONTRACTUAL SERVICES	4,854	427	403	485	497
01-5840-3210	CITY ENGINEER	-	-	-	-	-
	<b>CONTRACTUAL SERVICES</b>	<b>4,854</b>	<b>427</b>	<b>403</b>	<b>485</b>	<b>497</b>
01-5840-5300	MACHINERY & EQUIPMENT	-	-	-	-	-
01-5840-5500	VEHICLES	1,413	304	2,877	-	-
	<b>CAPITAL OUTLAY</b>	<b>1,413</b>	<b>304</b>	<b>2,877</b>	<b>-</b>	<b>-</b>
	<b>PUBLIC WORKS</b>	<b>125,947</b>	<b>69,565</b>	<b>75,225</b>	<b>72,154</b>	<b>73,562</b>
	<b><u>FLOOD CONTROL &amp; DRAINAGE</u></b>					
01-5841-1000	SALARIES - PERMANENT	21,144	14,321	15,235	15,594	15,594
01-5841-1200	EMPLOYEE BENEFITS	8,267	5,758	6,178	6,415	6,600
01-5841-1205	WORKERS' COMPENSATION	3,569	1,336	1,327	329	921
01-5841-1400	OVERTIME	-	91	375	150	155
	<b>EMPLOYEE SERVICES</b>	<b>32,980</b>	<b>21,506</b>	<b>23,115</b>	<b>22,488</b>	<b>23,270</b>
01-5841-2300	OPERATING SUPPLIES	4,938	2,161	3,305	1,000	1,025
01-5841-2400	UNIFORMS	220	170	309	200	205
01-5841-4800	ASSESSMENTS	264	848	871	600	615
	<b>MAINTENANCE &amp; OPERATIONS</b>	<b>5,422</b>	<b>3,179</b>	<b>4,485</b>	<b>1,800</b>	<b>1,845</b>
01-5841-3200	<b>CONTRACTUAL SERVICES</b>	<b>2,476</b>	<b>25,117</b>	<b>4,708</b>	<b>5,100</b>	<b>5,229</b>
01-5841-5300	MACHINERY & EQUIPMENT	-	-	-	-	-
	<b>CAPITAL OUTLAY</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>
	<b>FLOOD CONTROL &amp; DRAINAGE</b>	<b>40,878</b>	<b>49,802</b>	<b>32,308</b>	<b>29,388</b>	<b>30,344</b>
	<b><u>OTHER FACILITY MAINTENANCE</u></b>					
01-5854-2000	BUILDING MAINTENANCE & REPAIR	-	-	-	8,663	3,626
01-5854-2300	OPERATING SUPPLIES	-	-	-	2,000	2,050
	<b>MAINTENANCE &amp; OPERATIONS</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>10,663</b>	<b>5,676</b>
01-5854-3200	<b>CONTRACTUAL SERVICES</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>59,550</b>	<b>31,314</b>
	<b>OTHER FACILITY MAINTENANCE</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>70,213</b>	<b>36,990</b>

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## **SPECIAL REVENUE FUNDS**

Special Revenue Funds account for revenues that are designated for a specific use by the City Council, State or Federal governments. The City of Del Mar currently has five Special Revenue Funds that have specific program requirements:

The Library Fund accounts for facility maintenance and debt service for the Del Mar Community Library, which is operated by the County of San Diego. This program is partially funded by a private development agreement.

The Gas Tax Fund includes programs related to street maintenance and is partially funded by State gas tax funds.

The Open Space Fund accounts for park and beach maintenance and Powerhouse Community Center maintenance and operations. It is partially funded by facility use permits for the community center.

The Supplemental Law Enforcement Fund, with revenues from State Brulte money, funds certain crime mitigation activities.

The Regional Communications Fund accounts for funds received from a voter-approved property tax assessment and the related expenditures associated with the City of Del Mar's participation in the regional 800 MHz communications system.

The Grants Fund accounts for non-capital projects received by the City for General Fund operations.

The Housing Fund accounts for rental subsidy assistance and oversees the Shared Housing Program. This program is funded by housing in-lieu of fees by subdividers.

## **LIBRARY FUND**

The Del Mar Community Library, opened in 1996 after extensive remodeling of an old church, is operated by the County of San Diego. Handicapped access was completed a year later and the Library is an integral part of the Del Mar community.

At City Council designation, the City maintains all program costs, including debt service, in a separate fund. An annual contribution, negotiated as part of a private development agreement, funds the majority of the Library debt service. A transfer from the General Fund contingency reserve provides the funding for maintenance of the facility and related landscaping. The County of San Diego is responsible for the Library operational costs and maintenance of the computer equipment that was added in 2000.

**PROGRAM: LIBRARY****ACCT #08-5840**

This program provides for facility maintenance services and other costs in accordance with the agreement with the County of San Diego, which operates the Del Mar Library.

	<b>ACTUAL 2006-2007</b>	<b>ACTUAL 2007-2008</b>	<b>AMENDED 2008-2009</b>	<b>ADOPTED 2009-2010</b>	<b>ADOPTED 2010-2011</b>
Employee Services	\$0	\$0	\$0	\$0	\$0
Maintenance & Operations	5,924	3,713	10,000	4,075	1,000
Contractual Services	7,243	10,250	7,000	18,585	9,825 (1)
Debt Service	62,216	62,217	62,216	0	0 (2)
Capital Outlay	0	0	0	0	0
<b>GRAND TOTAL</b>	<b>\$75,383</b>	<b>\$76,180</b>	<b>\$79,216</b>	<b>\$22,660</b>	<b>\$10,825</b>
<b>POSITIONS (FTE)</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>

(1) Contractual Services include landscaping, heat and air conditioning, pedestrian accessible lift, and other as-needed contracts.

(2) The City entered into a lease/purchase agreement in February 1994 for \$600,000 to complete the purchase of the St. James Building to be used as a community library. As of July 1, 2009, the principal balance will have been paid off. Repayment of the agreement was completed in February 2009. Revenue source for this payment included a \$50,000 annual payment from the L'Auberge Del Mar Development Agreement, which expired during Fiscal Year 2007-2008. The General Fund supplemented the balance of the payment and was the sole funding source of the final payment during Fiscal Year 2008-2009.

**CITY OF DEL MAR  
FISCAL YEARS 2009-2010 AND 2010-2011  
EXPENDITURE DETAIL**

<b>FUND: 08 LIBRARY</b>						
<b>ACCOUNT</b>	<b>DESCRIPTION</b>	<b>ACTUAL 2006-2007</b>	<b>ACTUAL 2007-2008</b>	<b>AMENDED 2008/09</b>	<b>ADOPTED 2009-2010</b>	<b>ADOPTED 2010-2011</b>
08-5840-2000	BUILDING MAINT & REPAIR	5,695	3,644	7,000	1,000	1,000
08-5840-2100	EQUIP/RADIO MAINT & REPAIR	229	69	3,000	3,075	-
08-5840-2300	OPERATING SUPPLIES	-	-	-	-	-
	<b>MAINTENANCE &amp; OPERATIONS</b>	<b>5,924</b>	<b>3,713</b>	<b>10,000</b>	<b>4,075</b>	<b>1,000</b>
08-5840-3200	<b>CONTRACTUAL SERVICES</b>	<b>7,243</b>	<b>10,250</b>	<b>7,000</b>	<b>18,585</b>	<b>9,825</b>
	<b>LIBRARY OPERATIONS &amp; MAINT</b>	<b>13,167</b>	<b>13,963</b>	<b>17,000</b>	<b>22,660</b>	<b>10,825</b>
	<b>DEBT SERVICE</b>		-			
08-5900-4500	DEBT INTEREST	9,681	6,346	2,799	-	-
08-5900-4600	DEBT PRINCIPAL	52,535	55,871	59,417	-	-
	<b>DEBT SERVICE</b>	<b>62,216</b>	<b>62,217</b>	<b>62,216</b>	<b>-</b>	<b>-</b>
<b>TOTAL LIBRARY FUND</b>		<b>75,383</b>	<b>76,180</b>	<b>79,216</b>	<b>22,660</b>	<b>10,825</b>

## **GAS TAX FUND**

The City receives a portion of the Highway User's Tax (Gas Tax) money from the State. These funds are required to be expended on certain types of street and road programs and are legally required to be segregated.

The City estimates receiving revenues from the State of approximately \$85,000 and \$86,000 for Fiscal Year 2009-2010 and Fiscal Year 2010-2011, respectively. The remaining funds are provided through a transfer from the General Fund contingency reserve to meet the City's maintenance of effort obligation.

Programs included in this fund are Street Maintenance, Street Light and Signs, and Street Landscaping.

**PROGRAM: STREET MAINTENANCE** **ACCT #20-5845**

This program maintains all public streets within the City limits of Del Mar including storm drain repairs, street sweeping, and major hot patching.

	<b>ACTUAL 2006-2007</b>	<b>ACTUAL 2007-2008</b>	<b>AMENDED 2008-2009</b>	<b>ADOPTED 2009-2010</b>	<b>ADOPTED 2010-2011</b>
Employee Services	\$47,037	\$82,281	\$110,997	\$105,438	\$108,458 (1)
Maintenance & Operations	19,899	19,819	31,205	22,707	23,219
Contractual Services	10,429	8,584	31,905	5,675	5,817 (2)
Debt Service	0	0	0	0	0
Capital Outlay	2,041	422	3,988	0	0
<b>GRAND TOTAL</b>	<b>\$79,406</b>	<b>\$111,106</b>	<b>\$178,095</b>	<b>\$133,820</b>	<b>\$137,494</b>
<b>POSITIONS (FTE)</b>	<b>0.80</b>	<b>1.03</b>	<b>1.24</b>	<b>1.17</b>	<b>1.17</b>

(1) In Fiscal Year 2008-2009, a portion of Public Works Deputy Director employee costs were added to Street Maintenance for contractual oversight of the Annual Street and Drainage projects and other street capital projects.

(2) For Fiscal Year 2009-2010 hotpatching of streets and guard-rail contingency funds are removed. In Fiscal Year 2008-2009, 50% of contract costs to ARC of San Diego for litter removal was budgeted in this program with the other 50% budgeted in the Clean Water Street Street Maintenance program. In Fiscal Year 2009-2010, the ARC contract has been removed and absorbed by the Community Services Department.

**PROGRAM: STREET LIGHTS & SIGNS** **ACCT #20-5846**

This program provides for replacement of street parking and traffic signs, bike lane, parking and street striping, painting curbs, street lights, traffic signal, and LED crosswalk maintenance.

	<b>ACTUAL 2006-2007</b>	<b>ACTUAL 2007-2008</b>	<b>AMENDED 2008-2009</b>	<b>ADOPTED 2009-2010</b>	<b>ADOPTED 2010-2011</b>
Employee Services	\$39,058	\$59,092	\$62,616	\$61,117	\$62,867
Maintenance & Operations	32,498	33,212	33,641	34,128	34,981
Contractual Services	42,853	43,055	53,608	50,500	55,500 (1)
Debt Service	0	0	0	0	0
Capital Outlay	0	0	0	0	0
<b>GRAND TOTAL</b>	<b>\$114,409</b>	<b>\$135,359</b>	<b>\$149,865</b>	<b>\$145,745</b>	<b>\$153,348</b>
<b>POSITIONS (FTE)</b>	<b>0.50</b>	<b>0.70</b>	<b>0.75</b>	<b>0.71</b>	<b>0.71</b>

(1) Contractual Services includes the maintenance of street lights, signals, and street striping.

**PROGRAM: STREET LANDSCAPING****ACCT #20-5847**

This program provides for street right-of-way maintenance which includes landscaping maintained under contract, tree maintenance, and other landscape maintenance items not included in the contract. Typical maintenance items include irrigation systems, plant materials, trees, decomposed granite paths, dead animal removal, street furniture, and trash receptacles.

	<b>ACTUAL 2006-2007</b>	<b>ACTUAL 2007-2008</b>	<b>AMENDED 2008-2009</b>	<b>ADOPTED 2009-2010</b>	<b>ADOPTED 2010-2011</b>
Employee Services	\$30,464	\$36,305	\$38,781	\$37,350	\$38,394
Maintenance & Operations	29,370	31,442	35,597	38,100	38,978
Contractual Services	53,970	55,639	65,405	60,700	67,651 (1)
Debt Service	0	0	0	0	0
Capital Outlay	0	0	0	0	0
<b>GRAND TOTAL</b>	<b>\$113,804</b>	<b>\$123,386</b>	<b>\$139,783</b>	<b>\$136,150</b>	<b>\$145,023</b>
<b>POSITIONS (FTE)</b>	<b>0.40</b>	<b>0.40</b>	<b>0.40</b>	<b>0.40</b>	<b>0.40</b>

(1) This amount includes the cost of the annual landscaping contract and maintenance of the City's Street Trees.

CITY OF DEL MAR  
FISCAL YEARS 2009-2010 AND 2010-2011  
EXPENDITURE DETAIL

FUND: 20 GAS TAX FUND						
ACCOUNT	DESCRIPTION	ACTUAL 2006-2007	ACTUAL 2007-2008	AMENDED 2008-2009	ADOPTED 2009-2010	ADOPTED 2010-2011
	<b><u>STREET MAINTENANCE</u></b>					
20-5845-1000	SALARIES - PERMANENT	28,808	53,052	75,402	74,514	74,514
20-5845-1200	EMPLOYEE BENEFITS	12,497	20,839	27,990	28,211	28,893
20-5845-1205	WORKERS' COMPENSATION	4,997	5,050	6,205	1,278	3,581
20-5845-1300	SALARIES -SEASONAL	-	-	-	-	-
20-5845-1400	OVERTIME SALARIES	735	3,340	1,400	1,435	1,471
	<b>EMPLOYEE SERVICES</b>	<b>47,037</b>	<b>82,281</b>	<b>110,997</b>	<b>105,438</b>	<b>108,458</b>
20-5845-2000	BUILDING MAINT & REPAIR	472	345	773	500	513
20-5845-2100	EQUIP/RADIO MAINT & REPAIR	394	269	306	300	308
20-5845-2131	VEHICLE MATERIALS & SUPPLIES	5,031	4,493	4,777	4,893	5,016
20-5845-2133	VEHICLE CONTRACTUAL SERVICES	2,649	2,237	8,105	2,700	2,780
20-5845-2300	OPERATING SUPPLIES	3,064	5,193	5,758	4,931	5,055
20-5845-2400	UNIFORMS	399	353	649	665	682
20-5845-2600	SMALL TOOLS & EQUIPMENT	1,271	1,280	2,814	1,372	1,407
20-5845-2800	GAS & OIL	4,548	3,501	4,120	4,000	4,100
20-5845-3000	ADVERTISING & PRINTING	-	-	105	-	-
20-5845-3300	UTILITIES	1,432	1,261	1,442	1,300	1,300
20-5845-3400	TELEPHONE	506	666	1,062	900	900
20-5845-3700	MEMBERSHIPS/SUBSCRIPTIONS	69	36	72	74	76
20-5845-3800	MEETINGS/TRAVEL	21	185	309	200	205
20-5845-3801	TRAINING	43	-	155	200	205
20-5845-3900	AUTO ALLOWANCE	-	-	758	672	672
	<b>MAINTENANCE &amp; OPERATIONS</b>	<b>19,899</b>	<b>19,819</b>	<b>31,205</b>	<b>22,707</b>	<b>23,219</b>
20-5845-3200	CONTRACTUAL SERVICES	10,429	8,584	31,905	5,675	5,817
20-5845-3210	CITY ENGINEER	-	-	-	-	-
	<b>CONTRACTUAL SERVICES</b>	<b>10,429</b>	<b>8,584</b>	<b>31,905</b>	<b>5,675</b>	<b>5,817</b>
20-5845-5300	MACHINERY & EQUIPMENT	-	-	-	-	-
20-5845-5500	VEHICLES	2,041	422	3,988	-	-
	<b>CAPITAL OUTLAY</b>	<b>2,041</b>	<b>422</b>	<b>3,988</b>	<b>-</b>	<b>-</b>
	<b>STREET MAINTENANCE</b>	<b>79,406</b>	<b>111,106</b>	<b>178,095</b>	<b>133,820</b>	<b>137,494</b>
	<b><u>STREET LIGHTS, SIGNS</u></b>					
20-5846-1000	SALARIES - PERMANENT	24,327	39,860	41,338	42,777	42,777
20-5846-1200	EMPLOYEE BENEFITS	9,657	15,042	15,888	16,617	17,037
20-5846-1205	WORKERS' COMPENSATION	4,244	3,421	2,990	724	2,028
20-5846-1400	OVERTIME	830	769	2,400	1,000	1,025
	<b>EMPLOYEE SERVICES</b>	<b>39,058</b>	<b>59,092</b>	<b>62,616</b>	<b>61,117</b>	<b>62,867</b>
20-5846-2200	GENERAL MAINT & REPAIR	6,897	8,580	7,210	7,390	7,575
20-5846-2300	OPERATING SUPPLIES	533	-	22	100	103
20-5846-2400	UNIFORMS	285	288	309	300	307
20-5846-2600	SMALL TOOLS & EQUIPMENT	429	-	1,260	1,000	1,025
20-5846-3300	UTILITIES	24,354	24,344	24,720	25,338	25,971
20-5846-3800	MEETINGS & TRAVEL	-	-	103	100	103
20-5846-3900	AUTO ALLOWANCE	-	-	17	48	48
	<b>MAINTENANCE &amp; OPERATIONS</b>	<b>32,498</b>	<b>33,212</b>	<b>33,641</b>	<b>34,128</b>	<b>34,981</b>
20-5846-3200	CONTRACTUAL SERVICES	42,853	43,055	53,608	50,500	55,500
20-5846-5300	MACHINERY & EQUIPMENT	-	-	-	-	-
	<b>CAPITAL OUTLAY</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>
	<b>STREET LIGHTS, SIGNS</b>	<b>114,409</b>	<b>135,359</b>	<b>149,865</b>	<b>145,745</b>	<b>153,348</b>

**CITY OF DEL MAR  
FISCAL YEARS 2009-2010 AND 2010-2011  
EXPENDITURE DETAIL**

<b>FUND: 20      GAS TAX FUND</b>						
<b>ACCOUNT</b>	<b>DESCRIPTION</b>	<b>ACTUAL 2006-2007</b>	<b>ACTUAL 2007-2008</b>	<b>AMENDED 2008-2009</b>	<b>ADOPTED 2009-2010</b>	<b>ADOPTED 2010-2011</b>
	<b><u>STREET LANDSCAPING</u></b>					
20-5847-1000	SALARIES - PERMANENT	19,462	24,822	25,727	26,089	26,089
20-5847-1200	EMPLOYEE BENEFITS	7,715	9,149	9,553	9,825	10,056
20-5847-1205	WORKERS' COMPENSATION	3,287	2,083	1,801	437	1,224
20-5847-1400	OVERTIME	-	251	1,700	1,000	1,025
	<b>EMPLOYEE SERVICES</b>	<b>30,464</b>	<b>36,305</b>	<b>38,781</b>	<b>37,350</b>	<b>38,394</b>
20-5847-2100	EQUIP/RADIO MAINT & REPAIR	-	-	212	200	205
20-5847-2200	GENERAL MAINT & REPAIR	1,211	-	1,133	1,000	1,025
20-5847-2300	OPERATING SUPPLIES	389	895	1,133	800	820
20-5847-2400	UNIFORMS	228	230	309	300	308
20-5847-2600	SMALL TOOLS & EQUIPMENT	-	-	309	100	103
20-5847-3300	UTILITIES	27,542	30,317	31,780	35,000	35,800
20-5847-3600	PROPERTY/EQUIPMENT RENTAL	-	-	721	700	717
	<b>MAINTENANCE &amp; OPERATIONS</b>	<b>29,370</b>	<b>31,442</b>	<b>35,597</b>	<b>38,100</b>	<b>38,978</b>
20-5847-3200	<b>CONTRACTUAL SERVICES</b>	53,970	55,639	65,405	<b>60,700</b>	<b>67,651</b>
20-5847-5300	MACHINERY & EQUIPMENT	-	-	-	-	-
	<b>CAPITAL OUTLAY</b>	-	-	-	-	-
	<b>STREET LANDSCAPING</b>	<b>113,804</b>	<b>123,386</b>	<b>139,783</b>	<b>136,150</b>	<b>145,023</b>
<b>TOTAL GAS TAX FUND</b>		<b>307,619</b>	<b>369,851</b>	<b>467,742</b>	<b>415,715</b>	<b>435,865</b>

## **OPEN SPACE FUND**

The City Council is committed to the acquisition and maintenance of open space in Del Mar, and believes open space is vital in perpetuating the village character of the City as well as providing recreational areas for residents and visitors.

Revenue sources include fees charged for facility use permits and fifty percent of the pari-mutuel activity from the 22<sup>nd</sup> District Agricultural Association. The remaining funds are the result of a transfer from the General Fund contingency reserve.

Programs include Beach and Park maintenance and the Powerhouse Community Center operations and debt service. The Open Space Fund also accumulates reserves for future open space acquisition.

<b>PROGRAM: BEACH SERVICES</b>	<b>ACCT #21-5634</b>
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This program funds the clean-up and solid waste disposal at the Del Mar beach, parks, and downtown. It also funds the clean-up and maintenance of the public restrooms and showers.

	ACTUAL 2006-2007	ACTUAL 2007-2008	AMENDED 2008-2009	ADOPTED 2009-2010	ADOPTED 2010-2011	
Employee Services	\$169,449	\$48,717	\$44,028	\$42,842	\$44,268	(1)
Maintenance & Operations	61,603	67,275	73,990	73,204	75,204	(2)
Contractual Services	80,897	155,653	170,000	160,000	163,000	(3)
Debt Service	0	0	0	0	0	
Capital Outlay	0	103,958	0	0	0	
<b>GRAND TOTAL</b>	<b>\$311,949</b>	<b>\$375,603</b>	<b>\$288,018</b>	<b>\$276,046</b>	<b>\$282,472</b>	
<b>POSITIONS (FTE)</b>	<b>1</b>	<b>1</b>	<b>1</b>	<b>0.5</b>	<b>0.5</b>	

(1) Seasonal beach maintenance staff maintains the beach by using the beach cleaner.

(2) Primarily includes operating supplies and utilities for the Powerhouse Community Center.

(3) In Fiscal Year 2007-2008, the City entered into an agreement with JaniKing to provide maintenance staff to reduce costs. Additionally, funds are added to the program for sand push up during the winter months to protect the Lifeguard tower, Powerhouse Park, and all beach entrances.

<b>PROGRAM: POWERHOUSE OPERATIONS</b>	<b>ACCT #21-5635</b>
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The Powerhouse Community Center, renovated from a historical landmark at the beach, was formally dedicated in December 1999. This public facility offers a venue for meetings and provides a setting for private events.

	ACTUAL 2006-2007	ACTUAL 2007-2008	AMENDED 2008-2009	ADOPTED 2009-2010	ADOPTED 2010-2011	
Employee Services	\$91,882	\$96,736	\$126,997	\$123,829	\$129,042	(1)
Maintenance & Operations	68,696	77,731	75,652	85,050	70,463	(2)
Contractual Services	28,059	50,177	46,640	50,000	50,000	(3)
Debt Service	108,793	108,793	108,793	0	0	(4)
Capital Outlay	0	0	0	0	0	
<b>GRAND TOTAL</b>	<b>\$297,430</b>	<b>\$333,437</b>	<b>\$358,082</b>	<b>\$258,879</b>	<b>\$249,505</b>	
<b>POSITIONS (FTE)</b>	<b>1</b>	<b>1</b>	<b>1</b>	<b>1.5</b>	<b>1.5</b>	

(1) The Fiscal Year 2007-2008 budget process included an analysis of staffing levels to determine the appropriate allocation of workload and activities required for each program. Full-time and seasonal salaries that were previously charged to Parking and Beach Services were allocated to this program based on the analysis.

(2) These amounts reflect the cost of utilities, telephone, restroom supplies, replacement of hardware, door maintenance, floor and stone resealing, and other miscellaneous maintenance.

(3) These funds provide for Jana King personnel, HVAC maintenance, pest control, and gardening maintenance.

(4) In 1999, the City entered into a lease purchase agreement to borrow \$850,000 to partially finance the renovation of the Powerhouse Building for use as a community center. The lease purchase is for ten years and was fully paid in Fiscal Year 2009. Community donations and General Fund monies completed the remainder of the necessary construction funding.

**PROGRAM: PARK MAINTENANCE** **ACCT #21-5848**

This program provides open space maintenance for parks, public pathways, building grounds, and tennis courts through a landscape contract and with City staff. Typical maintenance items include irrigation systems, turf, plants, trees, trash receptacles, sidewalks, decomposed granite pathways, dead animal removal, furniture, and Tot Lot equipment repairs.

	<b>ACTUAL 2006-2007</b>	<b>ACTUAL 2007-2008</b>	<b>AMENDED 2008-2009</b>	<b>ADOPTED 2009-2010</b>	<b>ADOPTED 2010-2011</b>
Employee Services	\$10,209	\$26,829	\$36,776	\$30,862	\$31,613
Maintenance & Operations	19,575	22,328	37,295	28,440	29,149
Contractual Services	50,015	52,829	65,527	75,700	83,552 (1)
Debt Service	0	0	0	0	0
Capital Outlay	0	0	0	0	0
<b>GRAND TOTAL</b>	<b>\$79,799</b>	<b>\$101,986</b>	<b>\$139,598</b>	<b>\$135,002</b>	<b>\$144,314</b>
<b>POSITIONS (FTE)</b>	<b>0.13</b>	<b>0.28</b>	<b>0.35</b>	<b>0.30</b>	<b>0.30</b>

(1) Funds are for landscaping services at City parks, open spaces, and pathways.

**PROGRAM: SHORES PROPERTY** **ACCT # 21-5849**

This program pays for the costs of the Del Mar Shores property acquired by the City in November 2008.

	<b>ACTUAL 2006-2007</b>	<b>ACTUAL 2007-2008</b>	<b>AMENDED 2008-2009</b>	<b>ADOPTED 2009-2010</b>	<b>ADOPTED 2010-2011</b>
Maintenance & Operations	\$0	\$0	\$34,140	\$9,175	\$10,303 (1)
Contractual Services	0	0	\$0	\$11,600	\$9,600 (2)
Debt Service	0	0	151,920	300,806	294,956 (3)
Capital Outlay	0	0	0	0	0
<b>GRAND TOTAL</b>	<b>\$0</b>	<b>\$0</b>	<b>\$186,060</b>	<b>\$321,581</b>	<b>\$314,859</b>
<b>POSITIONS (FTE)</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>

(1) Maintenance includes the replacement and repair of facilities as currently exists, utility costs for irrigation of the turf, and rental of a portable restroom. Cost of portable restroom is offset by field fees revenue.

(2) Contracts include landscape, tree and as needed services to maintain facilities as it currently exists.

(3) Debt service consists of the annual principal and interest payments that the City makes to retire the financing of the \$3.5 million Promissory Note used to finance the Shores property. Including costs of issuance and accrued interest, the par amount of the loan is \$3.763 million, with principal payments payable quarterly based upon a 20-year straight-line amortization. Interest is based on the 1-year LIBOR, and including the bank spread is 3.0665 percent for the first year. The loan interest rate will reset on November 15, 2009 based upon a LIBOR index to be selected by the City at that time.

CITY OF DEL MAR  
FISCAL YEARS 2009-2010 AND 2010-2011  
EXPENDITURE DETAIL

FUND: 21 OPEN SPACE FUND		ACTUAL	ACTUAL	AMENDED	ADOPTED	ADOPTED
ACCOUNT	DESCRIPTION	2006-2007	2007-2008	2008-2009	2009-2010	2010-2011
	<b>BEACH SERVICES</b>					
21-5634-1000	SALARIES - PERMANENT	19,395	24,380	21,415	21,951	21,951
21-5634-1200	EMPLOYEE BENEFITS	27,278	8,659	10,043	9,953	10,257
21-5634-1205	WORKERS' COMPENSATION	20,075	2,057	1,770	438	1,245
21-5634-1300	SALARIES - SEASONAL	97,933	12,848	10,500	10,500	10,815
21-5634-1400	OVERTIME	4,768	773	300	-	-
21-5634-1803	OUTSIDE CLERICAL	-	-	-	-	-
	<b>EMPLOYEE SERVICES</b>	<b>169,449</b>	<b>48,717</b>	<b>44,028</b>	<b>42,842</b>	<b>44,268</b>
21-5634-2000	BUILDING MAINT & REPAIR	9,281	8,596	4,000	5,000	5,000
21-5634-2131	VEHICLE MATERIALS & SUPPLIES	4,654	5,059	2,500	2,500	2,500
21-5634-2133	VEHICLE CONTRACTUAL SERVICES	-	-	-	-	-
21-5634-2300	OPERATING SUPPLIES	17,102	22,722	34,700	32,000	34,000
21-5634-2400	UNIFORMS	1,706	1,493	500	500	500
21-5634-2600	SMALL TOOLS & EQUIPMENT	-	-	1,000	1,000	1,000
21-5634-2800	GAS & OIL	8,050	7,204	8,450	8,500	8,500
21-5634-3300	UTILITIES	15,818	16,533	17,760	18,204	18,204
21-5634-3600	PROPERTY/EQUIPMENT RENTAL	4,992	5,668	5,080	5,500	5,500
	<b>MAINTENANCE &amp; OPERATIONS</b>	<b>61,603</b>	<b>67,275</b>	<b>73,990</b>	<b>73,204</b>	<b>75,204</b>
21-5634-3200	CONTRACTUAL SERVICES	80,897	155,653	170,000	160,000	163,000
21-5634-5500	VEHICLES	-	103,958	-	-	-
	<b>CAPITAL OUTLAY</b>	<b>-</b>	<b>103,958</b>	<b>-</b>	<b>-</b>	<b>-</b>
	<b>BEACH SERVICES</b>	<b>311,949</b>	<b>375,603</b>	<b>288,018</b>	<b>276,046</b>	<b>282,472</b>
	<b>POWERHOUSE OPERATIONS (Debt Service in Account 21-5900-4500)</b>					
21-5635-1000	SALARIES	60,529	50,942	64,403	66,013	66,013
21-5635-1200	EMPLOYEE BENEFITS	21,646	20,660	31,043	32,218	33,208
21-5635-1205	WORKERS' COMPENSATION	6,830	4,790	7,926	1,974	5,566
21-5635-1300	SALARIES - SEASONAL	119	19,257	21,000	21,000	21,630
21-5635-1400	OVERTIME	2,758	1,087	2,625	2,625	2,625
	<b>EMPLOYEE SERVICES</b>	<b>91,882</b>	<b>96,736</b>	<b>126,997</b>	<b>123,829</b>	<b>129,042</b>
21-5635-2000	BUILDING MAINT & REPAIR	8,543	13,755	12,000	30,000	15,000
21-5635-2100	EQUIPMENT MAINTENANCE/REPAIR	198	-	400	-	-
21-5635-2300	OPERATING SUPPLIES	38,427	41,406	33,600	30,000	30,000
21-5635-2380	FURNISHINGS	-	-	1,800	2,500	2,500
21-5635-2600	SMALL TOOLS & EQUIPMENT	4,373	4,413	6,356	2,500	2,500
21-5635-3000	ADVERTISING, PRINTING, PUBLIC.	-	-	1,800	-	-
21-5635-3300	UTILITIES	14,061	13,972	16,146	16,550	16,963
21-5635-3400	TELEPHONE	3,094	4,185	3,550	3,500	3,500
	<b>MAINTENANCE &amp; OPERATIONS</b>	<b>68,696</b>	<b>77,731</b>	<b>75,652</b>	<b>85,050</b>	<b>70,463</b>
21-5635-3200	CONTRACTUAL SERVICES	28,059	50,177	46,640	50,000	50,000
21-5635-5300	MACHINERY & EQUIPMENT	-	-	-	-	-
21-5635-5400	FURNITURE & FIXTURES	-	-	-	-	-
	<b>CAPITAL OUTLAY</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>
	<b>POWERHOUSE OPERATIONS</b>	<b>188,637</b>	<b>224,644</b>	<b>249,289</b>	<b>258,879</b>	<b>249,505</b>
	<b>PARK MAINTENANCE</b>					
21-5848-1000	SALARIES - PERMANENT	6,109	18,398	25,567	22,089	22,089
21-5848-1200	EMPLOYEE BENEFITS	2,431	6,603	8,910	7,956	8,122
21-5848-1205	WORKERS' COMPENSATION	1,121	1,503	1,749	317	889
21-5848-1400	OVERTIME	548	325	550	500	513
	<b>EMPLOYEE SERVICES</b>	<b>10,209</b>	<b>26,829</b>	<b>36,776</b>	<b>30,862</b>	<b>31,613</b>
21-5848-2200	GENERAL MAINT & REPAIR	2,042	2,628	4,378	2,000	2,050
21-5848-2300	OPERATING SUPPLIES	1,352	864	8,020	1,642	1,683
21-5848-2600	SMALL TOOLS AND EQUIPMENT	-	-	354	300	308
21-5848-2400	UNIFORMS	32	64	103	120	123
21-5848-3300	UTILITIES	16,149	18,772	24,440	24,282	24,889
21-5848-3900	AUTO ALLOWANCE	-	-	255	96	96
	<b>MAINTENANCE &amp; OPERATIONS</b>	<b>19,575</b>	<b>22,328</b>	<b>37,295</b>	<b>28,440</b>	<b>29,149</b>
21-5848-3200	CONTRACTUAL SERVICES	50,015	52,829	65,527	75,700	83,552
	<b>PARK MAINTENANCE</b>	<b>79,799</b>	<b>101,986</b>	<b>139,598</b>	<b>135,002</b>	<b>144,314</b>
	<b>SHORES PROPERTY</b>					
21-5636-3600	RENTAL EQUIPMENT	-	-	2,000	2,050	3,000
21-5849-2200	GENERAL MAINT & REPAIR	-	-	27,140	2,000	2,050
21-5849-3300	UTILITIES	-	-	5,000	5,125	5,253
	<b>MAINTENANCE &amp; OPERATIONS</b>	<b>-</b>	<b>-</b>	<b>34,140</b>	<b>9,175</b>	<b>10,303</b>
21-5849-3200	CONTRACTUAL SERVICES	-	-	-	11,600	9,600
	<b>SHORES PROPERTY</b>	<b>-</b>	<b>-</b>	<b>34,140</b>	<b>20,775</b>	<b>19,903</b>

CITY OF DEL MAR  
FISCAL YEARS 2009-2010 AND 2010-2011  
EXPENDITURE DETAIL

FUND: 21    OPEN SPACE FUND						
ACCOUNT	DESCRIPTION	ACTUAL 2006-2007	ACTUAL 2007-2008	AMENDED 2008-2009	ADOPTED 2009-2010	ADOPTED 2010-2011
	<b><u>OPEN SPACE DEBT SERVICE</u></b>					
21-5900-4500	DEBT INTEREST Powerhouse	13,681	8,915	3,910		
21-5900-4501	DEBT INTEREST -Shores	-	-	57,845	112,656	106,806
21-5900-4600	DEBT PRINCIPAL - Powerhouse	95,112	99,878	104,883		
21-5900-4601	DEBT PRINCIPAL - Shores	-	-	94,075	188,150	188,150
	<b>DEBT SERVICE</b>	<b>108,793</b>	<b>108,793</b>	<b>260,713</b>	<b>300,806</b>	<b>294,956</b>
<b>TOTAL OPEN SPACE FUND</b>		<b>689,178</b>	<b>811,026</b>	<b>971,758</b>	<b>991,508</b>	<b>991,150</b>

## **SUPPLEMENTAL LAW ENFORCEMENT FUND**

Passed by the State Legislature during the 1996 Session, AB 3229 (Brulte) distributes money to counties and cities to fund certain supplemental law enforcement activities. Allowable costs include purchase of certain equipment to aid in law enforcement; activities to address problems created by gangs; and community policing.

Del Mar uses these funds to provide for additional patrol service and motorcycle units during the busy summer months. These funds also provide a substantial contribution to the cost of the Park Ranger, a Del Mar employee whose focus is the beach areas. The remaining expenditures are funded through a transfer from the General Fund contingency reserve.

**PROGRAM: SUPPLEMENTAL LAW ENFORCEMENT** **ACCT #22-5230**

Legislation passed during the 1996 state legislative session provides special grant funding for local agencies for the purpose of ensuring public safety. Activities funded in this program include motorcycle patrol and additional assistance for the 4th of July.

	ACTUAL 2006-2007	ACTUAL 2007-2008	AMENDED 2008-2009	ADOPTED 2009-2010	ADOPTED 2010-2011	
Employee Services	\$0	\$0	\$0	\$0	\$0	
Maintenance & Operations	4,214	4,013	1,000	1,000	1,000	(1)
Contractual Services	8,443	12,518	49,000	25,000	25,000	(2)
Debt Service	0	0	0	0	0	
Capital Outlay	0	0	0	0	0	
<b>GRAND TOTAL</b>	<b>\$12,657</b>	<b>\$16,531</b>	<b>\$50,000</b>	<b>\$26,000</b>	<b>\$26,000</b>	
<b>POSITIONS (FTE)</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	

(1) These costs are for telephone use, equipment purchases, as well as signage for July 4th.

(2) These funds are allocated to provide additional part-time summer motorcycle patrols and to ensure compliance with the ban on alcohol on the beach. Due to the success of implementing the alcohol ban, this account has been significantly reduced.

**PROGRAM: BEACH & COMMUNITY PATROL** **ACCT #22-5633**

Del Mar implemented a Park Ranger position primarily to patrol in the beach area of town and provide services to maintain order and address safety issues at the beach. The Ranger is a police academy trained peace officer.

	ACTUAL 2006-2007	ACTUAL 2007-2008	AMENDED 2008-2009	ADOPTED 2009-2010	ADOPTED 2010-2011	
Employee Services	\$110,023	\$143,340	\$143,464	\$135,396	\$140,099	(1)
Maintenance & Operations	10,464	11,225	11,410	17,000	12,500	
Contractual Services	0	12,672	12,000	12,000	14,000	(2)
Debt Service	0	0	0	0	0	
Capital Outlay	0	0	0	0	0	
<b>GRAND TOTAL</b>	<b>\$120,487</b>	<b>\$167,237</b>	<b>\$166,874</b>	<b>\$164,396</b>	<b>\$166,599</b>	
<b>POSITIONS (FTE)</b>	<b>1</b>	<b>1</b>	<b>1</b>	<b>1</b>	<b>1</b>	

(1) The cost for this program is partially offset by a State grant (\$100,000) to be used for law enforcement purposes. The balance of the funding is a transfer from the City's General Fund. With the significant cost increases in law enforcement provided by the Sheriff, this is a cost-effective way in which to achieve additional enforcement related to beach activities including underage drinking, loud parties and other activities. The Park Ranger also issues parking citations and enforces all municipal code violations. In Fiscal Years 2009-2010 and 2010-2011, funds are budgeted for seasonal salaries to assist the Park Ranger with his activities. Prior to Fiscal Year 2009-2010, seasonal staff were budgeted in the Parking Enforcement Program.

(2) In Fiscal Years 2009-2010 and 2010-2011, funds are budgeted to cover the cost of the Arjis Law Enforcement system. This allows access to the Department of Motor Vehicle databases, as well as criminal warrant information for all states. This amount was budgeted in the Traffic Signal Enforcement program in prior history and years.

**CITY OF DEL MAR  
FISCAL YEARS 2009-2010 AND 2010-2011  
EXPENDITURE DETAIL**

<b>FUND: 22 SUPPLEMENTAL LAW FUND</b>						
<b>ACCOUNT</b>	<b>DESCRIPTION</b>	<b>ACTUAL 2006-2007</b>	<b>ACTUAL 2007-2008</b>	<b>AMENDED 2008-2009</b>	<b>ADOPTED 2009-2010</b>	<b>ADOPTED 2010-2011</b>
	<b>LAW ENFORCEMENT</b>					
22-5230-2300	OPERATING SUPPLIES	1,565	4,013	1,000	1,000	1,000
22-5230-2600	SMALL TOOLS & EQUIPMENT	384	-	-	-	-
22-5230-3400	TELEPHONE	2,265	-	-	-	-
22-5230-3800	MEETINGS & TRAVEL	-	-	-	-	-
22-5230-3801	TRAINING & EDUCATION	-	-	-	-	-
	<b>MAINTENANCE &amp; OPERATIONS</b>	<b>4,214</b>	<b>4,013</b>	<b>1,000</b>	<b>1,000</b>	<b>1,000</b>
22-5230-3200	CONTRACTUAL SERVICES	3,189	1,500	5,000	5,000	5,000
22-5230-3220	LAW ENFORCEMENT	5,254	11,018	44,000	20,000	20,000
	<b>CONTRACTUAL SERVICES</b>	<b>8,443</b>	<b>12,518</b>	<b>49,000</b>	<b>25,000</b>	<b>25,000</b>
22-5230-5300	MACHINERY & EQUIPMENT	-	-	-	-	-
22-5230-5500	VEHICLES	-	-	-	-	-
	<b>CAPITAL OUTLAY</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>
	<b>LAW ENFORCEMENT</b>	<b>12,657</b>	<b>16,531</b>	<b>50,000</b>	<b>26,000</b>	<b>26,000</b>
	<b>BEACH &amp; COMMUNITY PATROL</b>					
22-5633-1000	SALARIES - PERMANENT	68,553	72,540	73,957	73,957	73,957
22-5633-1200	EMPLOYEE BENEFITS	22,395	25,016	26,587	25,412	25,899
22-5633-1205	WORKERS' COMPENSATION	12,391	8,705	7,920	1,920	5,414
22-5633-1300	SALARIES - SEASONAL	-	28,369	25,000	24,107	24,830
22-5633-1400	OVERTIME	6,684	8,710	10,000	10,000	10,000
	<b>EMPLOYEE SERVICES</b>	<b>110,023</b>	<b>143,340</b>	<b>143,464</b>	<b>135,396</b>	<b>140,099</b>
22-5633-2100	EQUIPMENT/RADIO MAINT. REPAIR	-	-	1,900	1,900	1,900
22-5633-2131	VEHICLE MAINTENANCE	777	1,308	1,500	1,500	500
22-5633-2300	OPERATING SUPPLIES	2,692	2,541	2,500	3,500	3,500
22-5633-2360	COMPUTER SOFTWARE	97	1,165	-	750	750
22-5633-2400	UNIFORMS	-	611	300	1,000	500
22-5633-2600	SMALL TOOLS & EQUIPMENT	3,668	54	-	3,000	-
22-5633-2800	GAS & OIL	2,578	3,784	2,860	3,000	3,000
22-5633-3400	TELEPHONE	604	1,762	1,850	1,850	1,850
22-5633-3801	TRAINING & EDUCATION	48	-	500	500	500
	<b>MAINTENANCE &amp; OPERATIONS</b>	<b>10,464</b>	<b>11,225</b>	<b>11,410</b>	<b>17,000</b>	<b>12,500</b>
22-5633-3200	<b>CONTRACTUAL SERVICES</b>	<b>-</b>	<b>12,672</b>	<b>12,000</b>	<b>12,000</b>	<b>14,000</b>
22-5633-5500	VEHICLES	-	-	-	-	-
	<b>CAPITAL OUTLAY</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>
	<b>BEACH &amp; COMMUNITY PATROL</b>	<b>120,487</b>	<b>167,237</b>	<b>166,874</b>	<b>164,396</b>	<b>166,599</b>
<b>TOTAL SUPPLEMENTAL LAW FUND</b>		<b>133,144</b>	<b>183,768</b>	<b>216,874</b>	<b>190,396</b>	<b>192,599</b>

## **REGIONAL COMMUNICATIONS FUND**

This fund accounts for revenue received by the City of Del Mar to maintain its portion of the San Diego County and Imperial County Regional Communications System as well as the costs associated with the system.

In 1995, the City entered into an agreement to participate in the regional communication system. This 800 MHz system is primarily used by public safety personnel. Del Mar voters approved an assessment on their property tax in 1998 to pay for the implementation of the system infrastructure.

Revenue collected is used to pay for the debt service on the equipment lease purchase and the City's share of the infrastructure. Expenditures are supplemented by a transfer from the General Fund contingency reserve.

**PROGRAM: REGIONAL COMMUNICATIONS 800 MHZ** **ACCT #23-5740, 23-5900**

As part of the City's agreement to participate in the Regional Communications System for San Diego and Imperial County, Del Mar agreed to reimburse San Diego County for its costs to set up the system. This program accounts for the repayment of those funds.

	<b>ACTUAL 2006-2007</b>	<b>ACTUAL 2007-2008</b>	<b>AMENDED 2008-2009</b>	<b>ADOPTED 2009-2010</b>	<b>ADOPTED 2010-2011</b>
Maintenance & Operation	\$0	\$0	\$0	\$0	\$0
Contractual Services	25,951	18,946	24,246	24,973	25,723 (1)
Debt Service	26,420	26,420	15,307	12,083	12,086 (2)
Capital Outlay	0	0	0	0	0
<b>GRAND TOTAL</b>	<b>\$52,371</b>	<b>\$45,366</b>	<b>\$39,553</b>	<b>\$37,056</b>	<b>\$37,809</b>
<b>POSITIONS (FTE)</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>

(1) The City uses a portion of the amount collected from the voter-approved assessment to pay for the monthly charges for the radios as part of the 800 MHz radio system.

(2) As part of the City's agreement to participate in the Regional Communications System for San Diego and Imperial County, Del Mar agreed to reimburse San Diego County for its costs to set up the system. This program accounts for the repayment of those funds. Final payment will be made in December 2010. The funds provided for the costs to set up the backbone and infrastructure of the system.

**CITY OF DEL MAR  
FISCAL YEARS 2009-2010 AND 2010-2011  
EXPENDITURE DETAIL**

<b>FUND: 23      REGIONAL COMMUNICATIONS</b>						
<b>ACCOUNT</b>	<b>DESCRIPTION</b>	<b>ACTUAL 2006-2007</b>	<b>ACTUAL 2007-2008</b>	<b>AMENDED 2008-2009</b>	<b>ADOPTED 2009-2010</b>	<b>ADOPTED 2010-2011</b>
	<b>800 MHZ</b>					
23-5740-2300	OPERATING SUPPLIES	-	-	-	-	-
	<b>MAINTENANCE &amp; OPERATIONS</b>					
23-5740-3200	CONTRACTUAL SERVICES	25,951	18,946	24,246	24,973	25,723
23-5740-5300	MACHINERY & EQUIPMENT	-	-	-	-	-
	<b>CAPITAL OUTLAY</b>					
	<b>800 MHZ</b>	<b>25,951</b>	<b>18,946</b>	<b>24,246</b>	<b>24,973</b>	<b>25,723</b>
	<b>DEBT SERVICE</b>					
23-5900-4500	DEBT INTEREST	11,592	3,084	2,327	1,258	646
23-5900-4600	DEBT PRINCIPAL	14,827	23,336	12,980	10,825	11,440
	<b>DEBT SERVICE</b>	<b>26,420</b>	<b>26,420</b>	<b>15,307</b>	<b>12,083</b>	<b>12,086</b>
<b>TOTAL REGIONAL COMMUNICATIONS</b>		<b>52,371</b>	<b>45,366</b>	<b>39,553</b>	<b>37,056</b>	<b>37,809</b>

## **GRANTS FUND**

This fund accounts for revenue received by the City of Del Mar for non-capital project grants and tracks eligible costs used for General Fund operations.

Grants revenue collected in the past have been from the State Homeland Security and the Urban Area Security Initiative and are used for fire equipment and supplies for the Fire Department.

<b>PROGRAM: GRANTS</b>		<b>ACCT # 24-5730, 24-5781</b>			
This program provides for the accounting of grants.					
	<b>ACTUAL 2006-2007</b>	<b>ACTUAL 2007-2008</b>	<b>AMENDED 2008-2009</b>	<b>ADOPTED 2009-2010</b>	<b>ADOPTED 2010-2011</b>
Employee Services	\$0	\$0	\$0	\$0	\$0
Maintenance & Operations	0	33,000	15,444	15,441	0 (1)
Contractual Services	0	0	0	0	0
Debt Service	0	0	0	0	0
Capital Outlay	0	0	0	0	0
<b>GRAND TOTAL</b>	<b>\$0</b>	<b>\$33,000</b>	<b>\$15,444</b>	<b>\$15,441</b>	<b>\$0</b>
<b>POSITIONS (FTE)</b>	-	-	-	-	-

(1) The Grants Fund was created in FY 2008-2009 to track eligible costs for grant reimbursements. Prior year grants were for the Fire Department from the State Homeland Security Grant and Urban Area Security Initiative grants. Budgets are not proposed to Council until grant applications are approved by grantors.

**CITY OF DEL MAR  
FISCAL YEARS 2009-2010 AND 2010-2011  
EXPENDITURE DETAIL**

<b>FUND: 24      GRANTS</b>						
<b>ACCOUNT</b>	<b>DESCRIPTION</b>	<b>ACTUAL 2006-2007</b>	<b>ACTUAL 2007-2008</b>	<b>AMENDED 2008-2009</b>	<b>ADOPTED 2009-2010</b>	<b>ADOPTED 2010-2011</b>
	<b>FIRE PROTECTION</b>					
24-5730-2110	RADIO MAINTENANCE/REPAIR	-	-	-	-	-
24-5730-2600	SMALL TOOLS & EQUIPMENT	-	33,000	2,444	-	-
	<b>FIRE PROTECTION</b>	-	<b>33,000</b>	<b>2,444</b>	-	-
	<b>STATE HOMELAND SECURITY GRANT</b>					
24-5781-2600	SMALL TOOLS & EQUIPMENT	-	-	13,000	15,441	-
	<b>STATE HOMELAND SECURITY GRANT</b>	-	-	<b>13,000</b>	<b>15,441</b>	-
<b>TOTAL GRANTS</b>		-	<b>33,000</b>	<b>15,444</b>	<b>15,441</b>	-

## **HOUSING FUND**

This fund accounts for revenue received for housing in-lieu fees to be used for the purpose of providing funding assistance for affordable housing.

As a condition of approval for any tentative subdivision map that involves the creation of new residential lots or proposes the conversion of existing residential units into condominiums, stock cooperatives, or community apartment projects, the subdivider must reserve a certain number of units for affordable housing or pay an in-lieu fee.

Housing in-lieu fees are administered by the City and are used for the purpose of providing funding assistance for the provision of affordable housing units consistent with the goals and policies contained in the Housing Element of the Community Plan.

**PROGRAM: HOUSING****ACCT #25-5540**

In conjunction with Del Mar Community Connections and the Del Mar Housing Corporation, the City provides rental subsidy assistance for low and moderate income families and oversees the Shared Housing Program.

	<b>ACTUAL 2006-2007</b>	<b>ACTUAL 2007-2008</b>	<b>AMENDED 2008-2009</b>	<b>ADOPTED 2009-2010</b>	<b>ADOPTED 2010-2011</b>	
Employee Services	\$0	\$0	\$0	\$0	\$0	
Maintenance & Operations	58,144	62,783	66,250	67,900	69,604	(1)
Contractual Services	37,619	37,000	37,000	37,925	37,925	(2)
Debt Service	0	0	0	0	0	
Capital Outlay	0	0	0	0	0	
<b>GRAND TOTAL</b>	<b>\$95,763</b>	<b>\$99,783</b>	<b>\$103,250</b>	<b>\$105,825</b>	<b>\$107,529</b>	
<b>POSITIONS (FTE)</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	

(1) The costs are paid from the City's Housing Assistance Reserve. Community Connections, a local non-profit agency focusing on the needs of senior citizens, assumed responsibility for administration of the program, which provides subsidies for eight low-income families/individuals. This program counts towards the City's low-income housing efforts.

(2) This program reflects the cost of the contract for the Shared Housing Program with Community Connections. This program is important because it is the most effective and feasible means of carrying out the City's efforts to provide affordable housing pursuant to the Del Mar Housing Element.

**CITY OF DEL MAR  
FISCAL YEARS 2009-2010 AND 2010-2011  
EXPENDITURE DETAIL**

<b>FUND: 25 HOUSING</b>						
<b>ACCOUNT</b>	<b>DESCRIPTION</b>	<b>ACTUAL 2006-2007</b>	<b>ACTUAL 2007-2008</b>	<b>AMENDED 2008-2009</b>	<b>ADOPTED 2009-2010</b>	<b>ADOPTED 2010-2011</b>
<b>FUND 25</b>	<b><u>HOUSING</u></b>					
25-5540-2300	OPERATING SUPPLIES	-	-	-	-	-
25-5540-3800	MEETINGS & TRAVEL	-	-	250	250	263
25-5540-4900	RENTAL SUBSIDY	58,144	62,783	66,000	67,650	69,341
	<b>MAINTENANCE &amp; OPERATIONS</b>	<b>58,144</b>	<b>62,783</b>	<b>66,250</b>	<b>67,900</b>	<b>69,604</b>
25-5540-3200	SHARED HOUSING CONTRACT	37,000	37,000	37,000	37,925	37,925
25-5540-3216	HOUSING ELEMENT	619	-	-	-	-
	<b>CONTRACTUAL SERVICES</b>	<b>37,619</b>	<b>37,000</b>	<b>37,000</b>	<b>37,925</b>	<b>37,925</b>
<b>TOTAL HOUSING</b>		<b>95,763</b>	<b>99,783</b>	<b>103,250</b>	<b>105,825</b>	<b>107,529</b>

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## **DEBT SERVICE FUNDS**

Debt Service Funds account for the resources and payment of general obligation debt.

In 1998, Del Mar voters approved a measure allowing the issuance of general obligation bonds for the purpose of completing capital improvements to enhance water flows and complete necessary water upgrades for firefighting at the City's urban/wildland boundaries. The City issued bonds totaling \$1,950,000 in May 1999. The fifteen year bonds mature in 2014 and carry a true interest cost of 4.26 percent. Property owners in Del Mar will see a Council-approved assessment on their Fiscal Year 2009-2010 property tax bill amounting to approximately .00622 percent per \$100 of assessed valuation.

**PROGRAM: WILDFIRE PROTECTION BOND DEBT****ACCT #35-5900**

In November 1998, Del Mar voters approved the issuance of general obligation bonds, not to exceed \$2,000,000, to construct water system upgrades to provide enhanced water flow for firefighting at the City's urban/wildland boundaries.

	<b>ACTUAL 2006-2007</b>	<b>ACTUAL 2007-2008</b>	<b>AMENDED 2008-2009</b>	<b>ADOPTED 2009-2010</b>	<b>ADOPTED 2010-2011</b>
Maintenance & Operations	\$0	\$0	\$0	\$0	\$0
Contractual Services	0	0	0	0	0
Debt Service	179,546	179,603	179,018	183,296	177,295 (1)
Capital Outlay	0	0	0	0	0
<b>GRAND TOTAL</b>	<b>\$179,546</b>	<b>\$179,603</b>	<b>\$179,018</b>	<b>\$183,296</b>	<b>\$177,295</b>
<b>POSITIONS (FTE)</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>

(1) Subsequent to voter approval in November 1998, the City issued \$1,950,000 in general obligation bonds in May 1999 for a fifteen year period. Annual debt service payments will be completed in 2014. Property owners are assessed for their portion of the annual debt service as part of their property tax bill. At July 1, 2009, the principal balance outstanding is \$930,000.

**CITY OF DEL MAR  
FISCAL YEARS 2009-2010 AND 2010-2011  
EXPENDITURE DETAIL**

<b>FUND: 35 WILDFIRE PROTECTION</b>						
<b>ACCOUNT</b>	<b>DESCRIPTION</b>	<b>ACTUAL 2006-2007</b>	<b>ACTUAL 2007-2008</b>	<b>AMENDED 2008-2009</b>	<b>ADOPTED 2009-2010</b>	<b>ADOPTED 2010-2011</b>
	<b><u>DEBT SERVICE</u></b>					
35-5900-4500	DEBT INTEREST	53,915	48,750	43,318	37,578	31,560
35-5900-4600	DEBT PRINCIPAL	125,000	130,000	135,000	145,000	145,000
35-5900-4700	BOND SERVICE	631	853	700	718	735
	<b>DEBT SERVICE</b>	<b>179,546</b>	<b>179,603</b>	<b>179,018</b>	<b>183,296</b>	<b>177,295</b>
<b>TOTAL WILDFIRE PROTECTION</b>		<b>179,546</b>	<b>179,603</b>	<b>179,018</b>	<b>183,296</b>	<b>177,295</b>

CITY OF DEL MAR  
 1999 Wildfire Protection Bonds  
 Debt Service Schedule

Date	Interest	Principal	Total Debt Service
8/1/2009	20,275	145,000	165,275
2/1/2010	17,303		17,303
8/1/2010	17,303	145,000	162,303
2/1/2011	14,258		14,258
8/1/2011	14,258	150,000	164,258
2/1/2012	11,033		11,033
8/1/2012	11,033	155,000	166,033
2/1/2013	7,623		7,623
8/1/2013	7,623	165,000	172,623
2/1/2014	3,910		3,910
8/1/2014	3,910	170,000	173,910
Total	\$128,525	\$930,000	\$1,058,525



## **CAPITAL PROJECT FUNDS**

Capital projects are accounted for in the Open Space and Capital Improvement Project Funds. The Capital Improvement Projects Fund presentation also includes projects funded by Proposition 42, Transnet I and Transnet II Funds.

Capital project funds are used to account for the acquisition and construction of major capital facilities. The City maintains a five-year project planning list to ensure continuing maintenance of the City's infrastructure. Transfers from the General Fund contingency reserve provide the basic funding for most capital projects. State transportation funds (Transnet) provide approximately \$180,000 a year that must be used for street repair and drainage projects.

With substantial funding provided from federal and state grants, the City will begin construction work for the seismic upgrade of the Torrey Pines Bridge.

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# **OPEN SPACE CAPITAL PROJECTS**

**CITY OF DEL MAR  
FISCAL YEARS 2009-2010 & 2010-2011  
CAPITAL IMPROVEMENTS PROGRAM  
OPEN SPACE FUND**

<b>FUND: 21 OPEN SPACE FUND</b>				
<b>PROJECT TITLE</b>	<b>FY 2010 TOTAL</b>	<b>Estimated Unexpended FY 2009 Funds <sup>(1)</sup></b>		
		<b>GENERAL</b>	<b>GRANTS</b>	<b>TOTAL</b>
PARK & OPEN SPACE IRRIGATION AND CONTROLLERS <sup>(1)</sup>	\$5,000	\$5,000	\$0	\$5,000
PUBLIC PATHWAYS RIGHT-OF-WAY SURVEY <sup>(2)</sup>	3,091	3,091	0	3,091
PATHWAY - SAN DIEGUITO/GRAND AVE <sup>(3)</sup>	0	0	0	0
SEA GROVE & SEA CLIFF PARKS <sup>(4)</sup>	4,000	4,000	0	4,000
29th STREET END SEA WALL REPLACEMENT	0	0	0	0
<b>TOTAL CIP</b>	<b>\$12,091</b>	<b>\$12,091</b>	<b>\$0</b>	<b>\$12,091</b>

(1) Funds previously budgeted in Fiscal Years 2008-2009 and projected to be unexpended as of June 30. Actual amounts remaining at fiscal year-end will be encumbered by June 30.

(2) Staff will actively pursue grants to fund pathway projects including Caltrans funds.

(3) Construction funding through I-5 and other grants not yet received. Transnet funding will not be available for this project until the Bike/Pedestrian Master Plan is complete.

(4) Funding for new benches is anticipated from grants and community fundraising.

FY 2010 Funds			FY 2011 Funds		
GENERAL	GRANTS	TOTAL	GENERAL	GRANTS	TOTAL
\$0	\$0	\$0	\$0	\$0	\$0
0	0	0	0	0	0
0	0	0	0	0	0
0	0	0	0	0	0
0	0	0	0	0	0
<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>

**OPEN SPACE FUND 21  
PARK AND OPEN SPACE IRRIGATION**

PROJECT DESCRIPTION

The Water Conservation in Landscaping Act of 2006 required the State Department of Water Resources to develop a Statewide Model Water Efficient Landscape Ordinance for adoption by local agencies by January 2010. The new State mandate requires modifications of irrigation systems to improve water efficiency. The improvement is needed to reduce the City's water consumption in response to the State drought conditions. This budget item will provide for these irrigation improvements which will include some rebate funds for new sprinkler heads at Seagrove and Powerhouse Parks. The new sprinkler heads are approximately 30 percent more water efficient than the existing system. In June 2008, new weather based controllers were installed in the two parks. Fiscal Year 2008-2009 budget remains unexpended. Funds requested to remain as a Capital Project to fund future work related to irrigation system improvements.

<b>FUNDING SOURCE</b>	<b>FY 2010</b>	<b>FY 2011</b>
FY 2009 CONTINUING APPROPRIATION	\$5,000	\$ -
GRANT - CWA	-	-
OPEN SPACE FUND	-	-
TOTAL	<u>\$5,000</u>	<u>\$ -</u>

**OPEN SPACE FUND 21  
PATHWAY - SAN DIEGUITO/GRAND AVENUE**

**PROJECT DESCRIPTION**

In Fiscal Year 2004-2005, the feasibility analysis, preliminary engineering, and cost estimates for a path along San Dieguito Drive from Jimmy Durante to the Grand Avenue Bridge was completed. The surveying, including property boundaries for this project, was completed as part of the surveying for the San Dieguito Lagoon Restoration Project by Southern California Edison. Staff has worked closely with the Lagoon Committee to identify a preferred alignment. The preferred alignment is from Riverpath del Mar, crossing Jimmy Durante and proceeding along the south/west side of the road. At approximately the end of the businesses, a crossing would occur to the undeveloped lots on the north side of the road and the path would proceed through the middle of the undeveloped lots, on an alignment identified and designed by Caltrans, or on the north side of the roadway and continue east to the Grand Avenue Bridge. The crossing would be a raised “table top” similar to the crossings used in the Cedros District of Solana Beach. Construction funding through I-5 and other grants have not yet been received. Transnet funding will not be available for this project until the Bike/Pedestrian master plan is complete. Grant money is not yet forthcoming and work has been deferred until funding has been obtained. Fiscal Year 2008-2009 budget remains unexpended.

<b>FUNDING SOURCE</b>	<b>FY 2010</b>	<b>FY 2011</b>
FY 2009 CONTINUING APPROPRIATION	\$ 3,091	\$ -
OPEN SPACE	-	-
<b>TOTAL</b>	<u><b>\$ 3,091</b></u>	<u><b>\$ -</b></u>

<b>GENERAL CIP FUND 21</b> <b>SEAGROVE AND SEA CLIFF PARKS</b>
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PROJECT DESCRIPTION

During Fiscal Year 2004-2005, the Parks and Recreation Committee met with staff and requested a number of park benches and tables be installed at Seagrove and Sea Cliff Parks. With the addition of the new benches, the walkways serving these benches must meet the requirements set forth in California Title 24 and the Americans with Disabilities Act. Staff has also identified the need for additional lighting at select locations within Seagrove Park. Conceptual design and preliminary cost estimates for this project were initiated in Fiscal Year 2006-2007. The goal is to obtain grant funding and donations sufficient to cover the cost of the new benches, lighting and walkway improvements.

The conceptual design was approved by the Parks and Recreation Committee and Design Review Board. Council approval of the conceptual design and proposed lighting locations will be secured prior to commencing final design of this project. Grant funds will be sought for the majority of the work with contributions for memorial benches providing matching funds for the grants. Fiscal Year 2008-2009 budget remains unexpended.

<b>FUNDING SOURCE</b>	<b>FY 2010</b>	<b>FY 2011</b>
GRANTS AND CONTRIBUTIONS	\$ -	\$ -
FY 2009 CONTINUING APPROPRIATION	4,000	-
OPEN SPACE	-	-
<b>TOTAL</b>	<u><u>\$4,000</u></u>	<u><u>\$ -</u></u>

CITY OF DEL MAR  
FISCAL YEARS 2009-2010 AND 2010-2011  
EXPENDITURE DETAIL

FUND: 21      OPEN SPACE CAPITAL IMPROVEMENTS						
ACCOUNT	DESCRIPTION	ACTUAL 2006-2007	ACTUAL 2007-2008	AMENDED 2008-2009	ADOPTED 2009-2010	ADOPTED 2010-2011
	<b><u>CAPITAL IMPROVEMENT PROJECTS</u></b>					
21-6513-5900	PUBLIC PATHWAYS/SURVEY INV.	78	-	3,091	-	-
21-6514-5900	TOT LOT REHAB. - DRAINAGE/STRUCTURAL	-	16,183	75,449	-	-
21-6530-5900	POWERHOUSE PARK IMPROVEMENTS CIP	145,808	-	-	-	-
21-6531-5900	SAND MANAGEMENT	-	34,500	-	-	-
21-6532-5900	PARK/OPEN SPACE IRRIGATION SYSTEM	-	11,232	5,000	-	-
21-6536-5900	SHORES PROPERTY ACCESS PAVING	-	-	10,089	-	-
21-6541-5900	POWERHOUSE WATER LINE REPAIR	-	24,631	-	-	-
21-6552-5900	SEA GROVE PARK	26,480	4,655	4,000	-	-
21-6553-5900	29TH STREET END SEA WALL REPLACEMENT	-	5,237	30,000	-	-
21-6554-5900	SHORES LAND ACQUISTION	-	8,568,493	194,520	-	-
<b>TOTAL OPEN SPACE CAPITAL IMPROVEMENT PROJECTS</b>		<b>172,366</b>	<b>8,664,931</b>	<b>322,150</b>	<b>-</b>	<b>-</b>

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# **OPEN SPACE FIVE YEAR PLAN**

**CITY OF DEL MAR  
 FISCAL YEARS 2009-2010 & 2010-2011  
 CAPITAL IMPROVEMENTS PROGRAM  
 FIVE YEAR PLAN  
 OPEN SPACE FUND**

<b>FUND: 21 OPEN SPACE FUND</b>		
<b>PROJECT TITLE</b>	<b>Current Budget Years</b>	
	<b>2009-2010</b>	<b>2010-2011</b>
PARK & OPEN SPACE IRRIGATION & CONTROLLERS	\$5,000	\$0
PUBLIC PATHWAYS RIGHT-OF-WAY SURVEY <sup>(1)</sup>	3,091	0
PATHWAY - SAN DIEGUITO/GRAND AVE <sup>(2)</sup>	0	0
SEA GROVE & SEA CLIFF PARKS <sup>(3)</sup>	4,000	0
29TH STREET END SEA WALL REPLACEMENT	0	0
<b>TOTAL CIP</b>	<b>\$12,091</b>	<b>\$0</b>

(1) Staff will actively pursue grants to fund pathway projects including Caltrans funds.

(2) Construction funding through I-5 and other grants have not yet been received. Transnet funding will not be available for this project until the Bike/Pedestrian Master Plan is complete.

(3) Funding for new benches is anticipated from grants and community fundraising.

Future Budget Years			5 Year Total
2011-2012	2012-2013	2013-2014	
\$0	\$0	\$0	\$5,000
0	0	0	3,091
0	0	0	0
0	0	0	4,000
0	0	0	0
<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$12,091</b>

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**CAPITAL IMPROVEMENT  
PROJECTS**

**CITY OF DEL MAR  
FISCAL YEARS 2009-2010 & 2010-2011  
CAPITAL IMPROVEMENT PROGRAMS**

FUND: 40 - CAPITAL IMPROVEMENT; 42 - PROP 42; 43 - TRANSNET; 44 - TRANSNET II				
PROJECT LIST	FY 2010 TOTAL	Estimated Unexpended FY 2009 Funds		
		GENERAL	GRANTS	TOTAL
<b>MINOR CAPITAL MAINTENANCE PROJECTS AND ANNUAL ROADWAY IMPROVEMENTS</b>				
ANNUAL RESURFACING AND MINOR DRAINAGE PROJECT <sup>(1)</sup>	\$390,234	\$48,234	\$0	\$48,234
CITY WIDE ADA IMPROVEMENTS <sup>(2)</sup>	0	0	0	0
MEDIAN IRRIGATION SYSTEM REPLACEMENT <sup>(3)</sup>	10,000	10,000	0	10,000
DOWNTOWN STREETScape <sup>(4)</sup>	149,000	0	0	0
CDBG PROJECT - DOWNTOWN SIDEWALK	44,340	0	0	0
4th AND CAMINO DEL MAR	33,465	33,465	0	33,465
<b>MAJOR SYSTEM UPGRADES</b>				
<b>PUBLIC FACILITIES</b>				
17TH ST FACILITY UPGRADE (\$2,000,000) <b>PENDING FUNDING</b> <sup>(5)</sup>	0	0	0	0
CIVIC CENTER	169,682	169,682	0	169,682
TV STUDIO ROOF (\$25,000)	0	0	0	0
TV STUDIO EXTERIOR REPAIR (\$45,000)	0	0	0	0
CITY HALL SOLID CEILING (\$30,000)	0	0	0	0
ADA COUNTERS & ROOM ENCLOSURE (\$100,000)	0	0	0	0
CITY HALL FLOORING (\$40,000)	0	0	0	0
<b>BRIDGES</b>				
TORREY PINES BRIDGE SEISMIC UPGRADE <sup>(6)</sup>	4,159,353	31,871	127,482	159,353
CAMINO DEL MAR OVER THE SAN DIEGUITO RIVER BRIDGE REHABILITATION ANALYSIS	6,500	0	0	0
<b>STUDIES &amp; OTHER PROJECTS</b>				
TRAFFIC MANAGEMENT PLAN	44,885	44,885	0	44,885
CREST TRAFFIC IMPROVEMENT	0	0	0	0
CITY-OWNED PARCEL UNDERGROUNDING	85,000	0	0	0
<b>UTILITY UNDERGROUNDING 20A</b>	4,670	4,670	0	4,670
NORTH HILLS UNDERGROUNDING DISTRICT <sup>(7)</sup>	66,368	66,368	0	66,368
SUNSET UNDERGROUNDING DISTRICT <sup>(7)</sup>	0	0	0	0
<b>TOTAL ANNUAL &amp; MAJOR UPGRADES</b>	<b>\$5,163,497</b>	<b>\$409,175</b>	<b>\$127,482</b>	<b>\$536,657</b>

(1) Annual Street and Drainage Program includes City Engineering (Streets & Drainage), Annual Street & Storm Drain Rehabilitation, and Storm Drain Mapping.

(2) ADA improvements associated with Street Projects will be included in other Capital Projects.

(3) Funds previously budgeted in Fiscal Year 2008-2009 are unexpended. Remaining amounts will be encumbered.

(4) To be defined through workshops.

(5) Revised plans in progress pending funding. Friends of the Powerhouse, Coastal Conservancy, and other funding sources will be utilized to fund project.

(6) Construction budget will be 100% FHWA & State funded. Construction begins Fiscal Year 2009-2010 and will be completed over three fiscal years.

(7) Private donations are not reflected as City Revenue and are not included herein.

FY 2010 Funds			FY 2011 Funds		
GENERAL	GRANTS	TOTAL	GENERAL	GRANTS	TOTAL
\$0	\$342,000	\$342,000	\$0	\$339,234	\$339,234
0	0	0	0	0	0
0	0	0	0	0	0
0	149,000	149,000	0	0	0
0	44,340	44,340	0	0	0
0	0	0	0	0	0
0	0	0	0	0	0
0	0	0	0	0	0
0	0	0	0	0	0
0	0	0	0	0	0
0	0	0	0	0	0
0	0	0	0	0	0
0	0	0	0	0	0
0	4,000,000	4,000,000	0	15,000,000	15,000,000
6,500	0	6,500	0	0	0
0	0	0	0	0	0
0	0	0	0	0	0
85,000	0	85,000	0	0	0
0	0	0	0	0	0
0	0	0	0	0	0
0	0	0	0	0	0
<b>\$91,500</b>	<b>\$4,535,340</b>	<b>\$4,626,840</b>	<b>\$0</b>	<b>\$15,339,234</b>	<b>\$15,339,234</b>

**GENERAL CIP FUND 40, FUND 42, FUND 43**  
**FY 2010 ANNUAL RESURFACING & MINOR DRAINAGE**  
**FY 2011 ANNUAL RESURFACING & MINOR DRAINAGE**

PROJECT DESCRIPTION

This project is a combination of several projects into one account fund. The project includes the following elements: General City Engineering Services for Streets and Drainage, Storm Drain Mapping, and the Annual Street & Drainage Improvement Project.

**City Engineering Street And Drainage** - City Engineering Services include consultation and technical support to the City Manager, Department Heads and City Council for street and drainage issues, including attendance at SANDAG meetings for Transportation and completion of documentation and reporting requirements needed to continue to obtain funding.

**Annual Street Rehabilitation & Storm Drain Improvements** - The City completes the Annual Street Rehabilitation and Storm Drain Project as a continuing effort to maintain the integrity of the City's streets and storm drains to preserve the City's capital investment in street infrastructure through a program of resurfacing and pavement repairs. The resurfacing and rehabilitation projects are selected from street and storm drain rehabilitation candidate lists maintained by the Engineering and Public Works Departments. When selecting streets for rehabilitation, staff coordinates with future underground utility projects wherever possible. Public input is also considered when selecting specific streets. The selection of specific projects will be presented to City Council for approval prior to advertisement for contractor bids. Transnet grant funds have been estimated based upon the most recent information provided by SANDAG, which serves as the grant administrator.

**Annual Storm Drain Mapping** - This project updates the mapping of the storm drain system and inputs the information into the City's Geographic Information System (GIS). Updated storm drain system maps are also a requirement of the RWQCB NPDES Municipal Permit. In Fiscal Years 2009-2010 and 2010-2011, Staff will continue to update the GIS based maps to incorporate additional information obtained through field inspection by Public Works and changes to the drainage system.

FUNDING SOURCE	FY 2010	FY 2011
GENERAL FUND	\$125,500	\$122,734
PROP 42 (FUND 42)	32,000	32,000
TRANSNET FUNDS (FUND 44)	184,500	184,500
FY 2009 CONTINUING APPROPRIATION	<u>48,234</u>	<u>-</u>
TOTAL	<u>\$390,234</u>	<u>\$339,234</u>

**GENERAL CIP FUND 40  
MEDIAN IRRIGATION SYSTEM REPLACEMENT**

PROJECT DESCRIPTION

The Water Conservation in Landscaping Act of 2006 required the State Department of Water Resources to develop a Statewide Model Water Efficient Landscape Ordinance for adoption by local agencies by January 2010. The new State mandate does require modifications of the irrigation systems to improve water efficiency. The improvement is needed to reduce the City's water consumption in response to the State drought conditions. This budget item will provide for these irrigation improvements. Planned improvements involve continued installation of new drip irrigation and water efficient irrigation sprinkler heads in those locations where spray heads are needed due to pedestrian traffic.

Fiscal Year 2008-2009 budget remains unexpended.

<b>FUNDING SOURCE</b>	<b>FY 2010</b>	<b>FY 2011</b>
GENERAL FUND	\$ -	\$ -
FY 2009 CONTINUING APPROPRIATION	<u>10,000</u>	_____
TOTAL	<u>\$10,000</u>	<u>\$ -</u>

<b>GENERAL CIP FUND 44</b> <b>DOWNTOWN STREETScape</b>
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PROJECT DESCRIPTION

This project includes implementation of the Camino Del Mar Streetscape Plan including construction of sidewalks, street furniture, signage, trash receptacles and other amenities. Also included in this project are programs oriented to increase parking on Camino Del Mar. This project is an important element of the overall downtown revitalization strategy and should be implemented in phases. The first phase is anticipated to be located between 15<sup>th</sup> Street and 12<sup>th</sup> Street and will focus creating a distinctive sense of place in the village area.

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FUNDING SOURCE	FY 2010	FY 2011
GENERAL FUND	\$ -	\$ -
TRANSNET-ARRA GRANT	<u>149,000</u>	<u>-</u>
TOTAL	<u>\$149,000</u>	<u>\$ -</u>

**GENERAL CIP FUND 40  
 CDBG PROJECT/AMERICAN RECOVERY AND  
 REINVESTMENT ACT - DOWNTOWN SIDEWALK**

PROJECT DESCRIPTION

This project consists of installation of Americans with Disabilities Act compliant sidewalk ramps at various locations along the east and west sides of Camino del Mar and 15<sup>th</sup> Street.

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<b>FUNDING SOURCE</b>	<b>FY 2010</b>	<b>FY 2011</b>
GENERAL FUND	\$ -	\$ -
CDBG GRANT	<u>44,340</u>	<u>-</u>
TOTAL	<u>\$43,400</u>	<u>\$ -</u>

**GENERAL CIP FUND 40  
 17<sup>TH</sup> STREET END FACILITIES UPGRADE  
 AKA BEACH SAFETY CENTER**

**PROJECT DESCRIPTION**

Staff has been working on this project since Fiscal Year 2002-2003. The original 17th Street End facilities project include rebuilding the Lifeguard Tower/Headquarters, upgrading public restrooms, improving beach access and public parking, upgrading a large drainage facility that cuts through a small City owned rectangular piece of property, improving landscaping and adding a seawall. The facilities are located in the North Beach area at Coast Boulevard and the westerly terminus of 17th Street, adjacent to the sandy beach, and sandwiched between the Poseidon Restaurant, the Del Mar Motel, and their joint use parking lot.

The purpose of the project is to rebuild and enlarge the lifeguard facility to adequately accommodate the functions of the Community Services Department, upgrade/rebuild the public restrooms to ADA standards, provide and improve beach access, install an engineered sea wall, and provide an appropriate landscaped buffer to connect to and coordinate with the Coast Boulevard Streetscape Plan.

Numerous public workshops with Council and the community have been held and a completed conceptual design has been developed. In February 2006, a Mitigated Negative Declaration was completed and approved and the Design Review Board gave conceptual approval to the design with a few items of consideration for final design. A conceptual level cost estimate for the 17<sup>th</sup> Street End facilities has been prepared and the total project cost was estimated to be nearly \$5,000,000 for all the facilities, including drainage channel modifications, a sea wall, parking area improvements, beach access, and the actual restrooms and lifeguard facility. Funds have not yet been allocated for this project due to the uncertainty of the timing of grant funds. Revised plans are in progress and the project budget will be refined. The Friends of the Powerhouse, Coastal Conservancy, and other funding sources are anticipated to assist in the funding of this project.

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<b>FUNDING SOURCE</b>	<b>FY 2010</b>	<b>FY 2011</b>
GENERAL FUND	\$ -	\$ -
GRANTS	<u>-</u>	<u>-</u>
TOTAL	<u>\$ -</u>	<u>\$ -</u>

**GENERAL CIP FUND 40  
CIVIC CENTER**

PROJECT DESCRIPTION

The Council has included the preparation of a site plan for the current City Hall property as a high priority goal for the City. In Fiscal Year 2000-2001, the City Council appointed a nine member City Facilities Advisory Committee to actively plan for the possible relocation of the City's Fire Station, to create a Master Plan for the City Hall site, and to oversee other public facility improvements over time.

In Fiscal Year 2001-2002, Staff worked with the City Facilities Advisory Committee to retain a consulting firm to generate conceptual alternatives and to identify an alternative site for City Hall, the Fire Department, the Public Works Yard, and a Community Center site.

In Fiscal Year 2002-2003, the City and the Del Mar Union School District entered into discussions on the use of the School District's Winston School Site.

In Fiscal Year 2003-2004 and Fiscal Year 2004-2005, the financial analysis was completed and negotiations to acquire the Winston School site began.

In Fiscal Year 2007-2008, the City conducted a City Hall workshop in which the community expressed public opinion on a mixed use project on the City Hall site.

Fiscal Year 2008-2009 budget remains unexpended.

FUNDING SOURCE	FY 2010	FY 2011
FY 2009 CONTINUING APPROPRIATION	\$ 169,862	\$ -
GRANTS	<u>-</u>	<u>-</u>
TOTAL	<u>\$ 169,862</u>	<u>\$ -</u>

**GENERAL CIP FUND 40, TRANSNET II FUND 44  
TORREY PINES BRIDGE SEISMIC UPGRADES**

**PROJECT DESCRIPTION**

In Fiscal Year 1996-1997, after several studies, Caltrans determined that the North Torrey Pines Bridge is structurally deteriorated and does not meet current seismic standards. In Fiscal Year 1997-1998, a historical study was completed to evaluate the Bridge’s historical and architectural significance. During Fiscal Year 1998-1999, the State determined that the Bridge has historical significance and staff initiated the process to register the structure as a Federal Historical Structure. In Fiscal Year 1999-2000, Caltrans determined that a seismic retrofit project was a viable alternative to completely rebuilding the Bridge. At that time, a retrofit project was 100 percent reimbursable under the Highway Bridge Replacement and Retrofit Program (HBRR). The City of San Diego transferred ownership of the Bridge to the City of Del Mar in Fiscal Year 2000-2001.

In Fiscal Year 2002-2003, staff coordinated selection of a consultant to complete preliminary engineering analysis considering two retrofit alternatives and to prepare environmental investigations for the construction of a selected method. Staff worked with the consultant to get the analysis and environmental permitting started in Fiscal Year 2002-2003. After initial analysis was started, Caltrans funding was changed and the scope and nature of the work was reevaluated. The City is currently required to match 20 percent of the funds beyond the initial \$400,000 authorization. In Fiscal Years 2003-2004 and 2004-2005 conceptual retrofit options were studied and a Value Engineering process was completed.

Additional studies were undertaken in Fiscal Year 2005-2006 and 2006-2007 to confirm the retrofit strategy recommendation. Additional meetings were held with Caltrans and the Federal Highway Administration to confirm both approach and funding issues. In Fiscal Year 2008-2009, project staff completed environmental documents for the project. In February 2009, City Council amended the Engineering Contract with Simon Wong and provided additional funding for City Engineer review and permits with agencies such as NCTD and State Parks. Fiscal Year 2009-2010 is the first of three fiscal year construction budgets. The construction budgets will be 100 percent FHWA and State funded.

<b>FUNDING SOURCE</b>	<b>FY 2010</b>	<b>FY 2011</b>
GENERAL FUND (FUND 40)	\$ -	\$ -
FY 2009 CONTINUING APPROPRIATION	159,353	-
HBRR GRANT FUNDS (FUND 40)	3,541,200	13,279,500
STATE PROP 1B FUNDS	<u>458,800</u>	<u>1,720,500</u>
<b>TOTAL</b>	<b><u>\$4,159,353</u></b>	<b><u>\$15,000,000</u></b>

**GENERAL CIP FUND 40, TRANSNET II FUND 44  
CAMINO DEL MAR OVER THE SAN DIEGUITO  
RIVER BRIDGE ANALYSIS**

PROJECT DESCRIPTION

This project involves a basic evaluation of the Camino Del Mar Bridge over the San Dieguito River. Based on the Caltrans Bridge reports, it is in need of repair due to spalling that is occurring under the bridge (spalling is a condition of concrete where small pieces are breaking off due to wear, salt, or other reasons). Based on a closer review of the spalling that is occurring, it is anticipated that a grant application could be made through Caltran's HBRR process. Initial work confirms a need to do repair on the Bridge and grant applications have been drafted. The maximum Federal and State funding for bridge rehabilitation is generally 88.53 percent. Due to State funding limitations, Staff will complete preliminary engineering on the maintenance and rehabilitation needs and will be applying for available maintenance grants in Fiscal Year 2007-2008. Fiscal Year 2008-2009 budget remains unexpended. Funds requested to remain as a Capital Project to fund future work related to maintenance grant applications.

<b>FUNDING SOURCE</b>	<b>FY 2010</b>	<b>FY 2011</b>
FY 2009 CONTINUING APPROPRIATION (FUND 40)	\$ -	\$ -
GENERAL FUND (FUND 40)	6,500	-
TRANSNET II FUNDS (FUND 44)	-	-
HBRR GRANTS (FUND 40)	-	-
<b>TOTAL</b>	<u>\$ 6,500</u>	<u>\$ -</u>

**GENERAL CIP FUND 40  
CITY-OWNED PARCEL UNDERGROUNDING**

PROJECT DESCRIPTION:

This budget item provides the City's proportionate share of undergrounding costs for its properties associated with the Hillside Undergrounding Districts.

This project will utilize General Fund money.

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FUNDING SOURCE	FY 2010	FY 2011
GENERAL FUND	<u>\$85,000</u>	\$ -
TOTAL	<u>\$85,000</u>	<u>\$ -</u>

**CITY OF DEL MAR  
FISCAL YEARS 2009-2010 AND 2010-2011  
EXPENDITURE DETAIL**

<b>FUND: 40 GENERAL CAPITAL IMPROVEMENTS</b>						
<b>ACCOUNT</b>	<b>DESCRIPTION</b>	<b>ACTUAL 2006-2007</b>	<b>ACTUAL 2007-2008</b>	<b>AMENDED 2008-2009</b>	<b>ADOPTED 2009-2010</b>	<b>ADOPTED 2010-2011</b>
	<b><u>CAPITAL IMPROVEMENT PROJECTS</u></b>					
40-6101-5900	ANNUAL STREET RESURFACING	186,728	315,276	-	-	-
40-6110-5900	PEDESTRIAN & ACCESSIBILITY IMPROVEMENT	25,384	-	-	-	-
40-6111-5900	CDM STREETScape IMPROVEMENT 4TH STREET	-	-	359,765	-	-
40-6115-5900	25TH - 29TH PEDESTRIAN IMPROVEMENTS	2,490	-	19,326	-	-
40-6116-5900	PARK IMPROVEMENTS AT 21ST ST	-	-	-	-	-
40-6117-5900	TORREY PINES BRIDGE RAIL REPAIR	42,205	-	-	-	-
40-6401-5900	NORTH HILLS UNDERGROUNDING DIST. #1	4,791	23,029	40,405	-	-
40-6402-5900	NORTH HILLS UNDERGROUNDING DIST. #2	3,266	12,156	24,190	-	-
40-6402-5901	NORTH HILLS ADMINISTRATIVE & ENGINEERING	-	-	-	-	-
40-6403-5900	NORTH HILLS UNDERGROUNDING DIST. #3	2,492	10,863	20,757	-	-
40-6403-5902	CITY-OWNED PARCEL UNDERGROUNDING COST	-	-	-	85,000	-
40-6404-5900	SUNSET UNDERGROUNDING DISTRICT	5,961	26,502	31,987	-	-
40-6411-5900	PUBLIC FACILITIES PLAN	60	46,561	169,960	-	-
40-6414-5900	UTILITY UNDERGROUNDING 20A	969,594	595,598	5,000	-	-
40-6415-5900	LIBRARY PARTIAL ROOF REPLACEMENT	-	-	124,560	-	-
40-6433-5900	17TH STREET END UPGRADE	3,033	14,953	24,547	-	-
40-6445-5900	TORREY PINES BRIDGE	146,425	1,547,079	1,467,642	4,000,000	15,000,000
40-6446-5900	TORREY PINES BRIDGE RECONST	36,813	386,770	182,461	-	-
40-6508-5900	2007/08 ANNUAL STREET RESURFACING	-	272,180	-	-	-
40-6509-5900	2008/09 STREET RESURFACING	-	-	208,500	-	-
40-6525-5900	CDBG PROJECT - SIDEWALK	-	-	-	44,340	-
40-6605-5900	19TH STREET PAVEMENT	4,165	-	-	-	-
40-6610-5900	ORIBIA DRAINAGE	9,337	-	-	-	-
40-6615-5900	KLISH TO ORCHID PIPE	78,011	-	-	-	-
40-6616-5900	QUIET ZONE FEASIBILITY STUDY	1,069	2,960	327	-	-
40-6620-5900	HILLSIDE TRAFFIC IMPROVEMENT/CREST CHICANES	25,730	12,437	40,000	-	-
40-6621-5900	TRAFFIC MANAGEMENT PLAN	33	-	63,963	-	-
40-6625-5900	12TH STREET MEDIANS	9,572	-	-	-	-
40-6626-5900	TRAFFIC SIGNAL CONDUITS-CDM/DM HEIGHTS	-	44,460	-	-	-
40-6627-5900	MEDIAN IRRIGATION SYSTEM REPLACEMENT	-	13,080	10,000	-	-
40-6630-5900	CDM BRIDGE OVER SAN DIEGUITO	4,800	2,556	8,915	6,500	-
<b>TOTAL GENERAL CAPITAL IMPROVEMENT PROJECTS</b>		<b>1,561,959</b>	<b>3,326,460</b>	<b>2,802,305</b>	<b>4,135,840</b>	<b>15,000,000</b>

<b>FUND: 42 PROP 42 (TRAFFIC CONGESTION RELIEF)</b>						
<b>ACCOUNT</b>	<b>DESCRIPTION</b>	<b>ACTUAL 2006-2007</b>	<b>ACTUAL 2007-2008</b>	<b>AMENDED 2008-2009</b>	<b>ADOPTED 2009-2010</b>	<b>ADOPTED 2010-2011</b>
	<b><u>CAPITAL IMPROVEMENT PROJECTS</u></b>					
42-6101-5900	ANNUAL STREET RESURFACING	35,543	-	-	-	-
42-6509-5900	2008/09 ANNUAL STREET RESURFACING	-	-	35,700	-	-
42-6510-5900	2009/10 ANNUAL STREET RESURFACING	-	-	-	32,000	-
42-6511-5900	2010/11 ANNUAL STREET RESURFACING	-	-	-	-	32,000
<b>TOTAL PROP 42 CAPITAL IMPROVEMENT PROJECTS</b>		<b>35,543</b>	<b>-</b>	<b>35,700</b>	<b>32,000</b>	<b>32,000</b>

<b>FUND: 43 TRANSNET I</b>						
<b>ACCOUNT</b>	<b>DESCRIPTION</b>	<b>ACTUAL 2006-2007</b>	<b>ACTUAL 2007-2008</b>	<b>AMENDED 2008-2009</b>	<b>ADOPTED 2009-2010</b>	<b>ADOPTED 2010-2011</b>
	<b><u>CAPITAL IMPROVEMENT PROJECTS</u></b>					
43-6101-5900	ANNUAL STREET RESURFACING	298,993	-	-	-	-
43-6508-5900	2007/08 ANNUAL STREET RESURFACING	-	207,408	-	-	-
<b>TOTAL TRANSNET I CAPITAL IMPROVEMENT PROJECTS</b>		<b>298,993</b>	<b>207,408</b>	<b>-</b>	<b>-</b>	<b>-</b>

<b>FUND: 44 TRANSNET II</b>						
<b>ACCOUNT</b>	<b>DESCRIPTION</b>	<b>ACTUAL 2006-2007</b>	<b>ACTUAL 2007-2008</b>	<b>AMENDED 2008-2009</b>	<b>ADOPTED 2009-2010</b>	<b>ADOPTED 2010-2011</b>
	<b><u>CAPITAL IMPROVEMENT PROJECTS</u></b>					
44-6510-5900	2009/10 ANNUAL STREET RESURFACING	-	-	-	310,000	-
44-6511-5900	2010/11 ANNUAL STREET RESURFACING	-	-	-	-	307,234
44-6445-5900	TORREY PINES BRIDGE RECONSTRUCTION	-	-	182,060	-	-
	DOWNTOWN STREETScape - ARRA FUNDED	-	-	-	149,000	-
<b>TOTAL TRANSNET II CAPITAL IMPROVEMENT PROJECTS</b>		<b>-</b>	<b>-</b>	<b>182,060</b>	<b>459,000</b>	<b>307,234</b>

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**CAPITAL IMPROVEMENT  
PROGRAM  
FIVE YEAR PLAN**

**CITY OF DEL MAR  
FISCAL YEARS 2009-2010 & 2010-2011  
CAPITAL IMPROVEMENTS PROGRAM  
FIVE YEAR PLAN  
CAPITAL IMPROVEMENT FUND**

<b>FUND: 40 CAPITAL IMPROVEMENT FUND</b>		
<b>PROJECT TITLE</b>	<b>Current Budget Years</b>	
	<b>2009-2010</b>	<b>2010-2011</b>
<b>ANNUAL STREET AND DRAINAGE PROGRAMS TOTAL</b>		
ANNUAL RESURFACING AND MINOR DRAINAGE PROJECT <sup>(1)</sup>	\$390,234	\$339,234
CITY WIDE ADA IMPROVEMENTS <sup>(2)</sup>	0	0
MEDIAN IRRIGATION SYSTEM REPLACEMENT <sup>(3)</sup>	10,000	0
DOWNTOWN STREETScape <sup>(4)</sup>	149,000	0
CDBG PROJECT - DOWNTOWN SIDEWALK	44,340	0
4TH & CAMINO DEL MAR	33,465	0
<b>PUBLIC FACILITIES</b>		
17TH ST FACILITY UPGRADE (\$2,000,000) PENDING FUNDING <sup>(5)</sup>	0	0
CIVIC CENTER	169,682	0
<b>BRIDGES</b>		
TORREY PINES BRIDGE SEISMIC UPGRADE <sup>(6)</sup>	4,159,353	15,000,000
CDM OVER SAN DIEGUITO BRIDGE REHABILITATION ANALYSIS	6,500	0
<b>STUDIES &amp; OTHER PROJECTS</b>		
TRAFFIC MANAGEMENT IMPROVEMENTS	44,885	0
CITY-OWNED PARCEL UNDERGROUNDING	85,000	0
UTILITY UNDERGROUNDING 20A	4,670	0
NORTH HILLS UNDERGROUNDING DISTRICT <sup>(7)</sup>	66,368	0
SUNSET UNDERGROUNDING DISTRICT <sup>(7)</sup>	0	0
<b>TOTAL</b>	<b>\$5,163,497</b>	<b>\$15,339,234</b>

(1) Annual Street and Drainage Program includes City Engineering (Streets & Drainage), Annual Street & Storm Drain Rehabilitation, and Storm Drain Mapping.

(2) ADA improvements associated with Street Projects will be included in other Capital Projects.

(3) Funds previously budgeted in Fiscal Year 2008-2009 are unexpended. Remaining amounts will be encumbered.

(4) To be defined through workshops.

(5) Revised plans in progress pending funding. Friends of the Powerhouse, Coastal Conservancy, and other funding sources will be utilized to fund project.

(6) Construction budget will be 100 percent FHWA & State funded. Construction begins Fiscal Year 2009-2010 and will be completed over three fiscal years.

(7) Private donations are not reflected as City revenue and are not included herein.

Future Budget Years			5 Year Total
2011-2012	2012-2013	2013-2014	
\$216,500	\$216,500	\$216,500	\$1,378,968
0	0	0	0
0	0	0	10,000
0	0	0	149,000
0	0	0	44,340
0	0	0	33,465
0	0	0	0
0	0	0	169,682
10,000,000	0	0	29,159,353
0	10,000,000	0	10,006,500
0	0	0	44,885
0	0	0	85,000
0	0	0	4,670
0	0	0	66,368
0	0	0	0
<b>\$10,216,500</b>	<b>\$10,216,500</b>	<b>\$216,500</b>	<b>\$41,152,231</b>

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## **INTERNAL SERVICE FUND**

Internal service funds are used to account for the City's internal business-type activities. Internal business-type activities transpire when benefits are provided to other funds or departments and those entities are charged for the service.

In Fiscal Year 2003-2004, Del Mar became self-insured for workers' compensation to achieve cost savings and management control. All expenditures related to workers' compensation are paid from the internal service fund. Each department is charged for the cost of the program, which results in revenue for the fund.

**PROGRAM: WORKERS' COMPENSATION****ACCT #50-5420**

This internal service fund represents the City's self insurance fund for Workers' Compensation. Each program is charged for the cost of Workers' compensation, and claims, excess insurance and third party administration are paid out of this fund.

	<b>ACTUAL 2006-2007</b>	<b>ACTUAL 2007-2008</b>	<b>AMENDED 2008-2009</b>	<b>ADOPTED 2009-2010</b>	<b>ADOPTED 2010-2011</b>	
Employee Services	\$0	\$0	\$0	\$0	\$0	
Maintenance & Operations	398,139	89,575	236,699	157,403	165,274	(1)
Contractual Services	12,692	17,098	17,098	19,608	20,588	(2)
Capital Outlay	0	0	0	0	0	
<b>GRAND TOTAL</b>	<b>\$410,831</b>	<b>\$106,673</b>	<b>\$253,797</b>	<b>\$177,011</b>	<b>\$185,862</b>	
<b>POSITIONS (FTE)</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	

(1) Del Mar became self-insured for workers' compensation effective November 1, 2003. These funds include the actuarially determined claims loss as well as the cost of excess insurance. The City is self-insured for the first \$125,000. The higher costs in Fiscal Year 2006-2007 reflects two large claims.

(2) These amounts are the costs for a third party administrator.

**CITY OF DEL MAR  
FISCAL YEARS 2009-2010 AND 2010-2011  
EXPENDITURE DETAIL**

<b>FUND: 50      WORKERS' COMPENSATION</b>						
<b>ACCOUNT</b>	<b>DESCRIPTION</b>	<b>ACTUAL 2006-2007</b>	<b>ACTUAL 2007-2008</b>	<b>AMENDED 2008-2009</b>	<b>ADOPTED 2009-2010</b>	<b>ADOPTED 2010-2011</b>
	<b><u>WORKERS' COMPENSATION</u></b>					
50-5420-4000	INSURANCE	71,758	64,011	54,799	57,403	60,274
50-5420-4300	CLAIMS	326,381	25,564	181,900	100,000	105,000
	<b>MAINTENANCE &amp; OPERATIONS</b>	<b>398,139</b>	<b>89,575</b>	<b>236,699</b>	<b>157,403</b>	<b>165,274</b>
50-5420-3200	<b>CONTRACT SERVICES</b>	<b>12,692</b>	<b>17,098</b>	<b>17,098</b>	<b>19,608</b>	<b>20,588</b>
<b>WORKERS' COMPENSATION</b>		<b>410,831</b>	<b>106,673</b>	<b>253,797</b>	<b>177,011</b>	<b>185,862</b>

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## ENTERPRISE FUNDS

Enterprise funds account for operations that are financed and operated in a manner similar to private businesses. The intent is that the costs of providing the services are recovered through user fees.

The City has three enterprise funds that account for the activities of the Water, Clean Water, and Wastewater programs. Clean Water was added in Fiscal Year 2003-2004 to account for the mandated costs of the City's National Pollution Discharge Elimination System (NPDES) permit. While the City owns a water utility system, raw water is purchased, treated and delivered by outside sources. Because the City does not have a sewage treatment facility, this service is provided by the City of San Diego via a contract.

In Fiscal Year 1998-1999, the City Council appointed a task force consisting of residents and business operators to complete a comprehensive review of the water and sewer rates and rate structures. The Utility Task Force made recommendations for two-year rate changes, which were approved by the City Council and were implemented in November 1999. In June 2001, the information from the 1999 study was updated and the Council approved three-year rates for all customers. In the spring of 2004, with the assistance of consultants and the review and recommendation of the Utility Advisory Committee, the City Council adopted five-year utility rates beginning July 1, 2004. The Fiscal Years 2009-2010 and 2010-2011 budget includes the newly adopted five-year utility rates implemented on July 1, 2009.

Because the City utility customer base is small (approximately 1800), there are few economies of scale. Through careful monitoring, operations and maintenance costs incurred at the City level have remained stable for the two-year budget period. Staff continues to be concerned about pass-through costs for the City's raw water purchases and the impact of delayed capital improvement projects proposed by the City of San Diego Metro Commission to modernize the sewage treatment facilities.

# **WATER FUND**

**PROGRAM: WATER RISK MANAGEMENT****ACCT #51-5411**

This program funds claims filed against the City for damages resulting from problems in city water lines. The program also provides for the Water Fund's 25 percent share of liability and property insurance.

	<b>ACTUAL 2006-2007</b>	<b>ACTUAL 2007-2008</b>	<b>AMENDED 2008-2009</b>	<b>ADOPTED 2009-2010</b>	<b>ADOPTED 2010-2011</b>
Employee Services	\$0	\$0	\$0	\$0	\$0
Maintenance & Operations	40,774	33,797	38,002	36,412	37,562 (1)
Contractual Services	0	0	0	0	0
Debt Service	0	0	0	0	0
Capital Outlay	0	0	0	0	0
<b>GRAND TOTAL</b>	<b>\$40,774</b>	<b>\$33,797</b>	<b>\$38,002</b>	<b>\$36,412</b>	<b>\$37,562</b>
<b>POSITIONS (FTE)</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>

(1) The decrease in Fiscal Year 2007-2008 reflects the favorable market in premium rates and the City's favorable loss experience. Premiums are reduced in Fiscal Year 2009-2010 from Fiscal Year 2008-2009 as a result of an increase in the City's self-insured retention amount from \$100,000 to \$125,000 per claim.

**PROGRAM: WATER ADMINISTRATION****ACCT #51-5840**

The Department of Public Works and Finance share management of the Water Utility general and administrative functions. These functions include bi-monthly meter reading and billing to approximately 1,800 accounts. Utility workers read each meter within the system on a bi-monthly basis. A computerized system generates bi-monthly billings and maintains historical data on each account.

	<b>ACTUAL 2006-2007</b>	<b>ACTUAL 2007-2008</b>	<b>AMENDED 2008-2009</b>	<b>ADOPTED 2009-2010</b>	<b>ADOPTED 2010-2011</b>
Employee Services	\$227,261	\$187,385	\$206,592	\$218,760	\$234,966 (1)
Maintenance & Operations	489,963	504,254	241,944	307,702	314,150 (2)
Contractual Services	43,336	67,532	128,510	37,864	38,528 (3)
Debt Service	0	0	0	0	0
Capital Outlay	0	0	0	0	0
<b>GRAND TOTAL</b>	<b>\$760,560</b>	<b>\$759,171</b>	<b>\$577,045</b>	<b>\$564,326</b>	<b>\$587,644</b>
<b>POSITIONS (FTE)</b>	<b>2.45</b>	<b>1.91</b>	<b>2.03</b>	<b>2.13</b>	<b>2.21</b>

(1) A portion of Planning costs are charged to this account for required environmental reviews. A portion of Finance costs are included primarily for utility billing, payroll, and accounting.

(2) This category includes the administrative charge that reimburses the General Fund for administrative overhead. The amount was based on a recent cost allocation plan completed during Fiscal Year 2008-2009 and reflects full cost recovery. Regulatory assessments included in this program have continued to increase significantly.

(3) This amount includes the Water Fund's share (25 percent) of the cost of the financial audit, utility and accounting software maintenance, and underground alert charges. Fiscal Year 2008-2009 includes the Water Fund's share of the cost for consultants to prepare a new cost allocation study, develop a new five-year rate schedule, and to implement three new accounting system modules.

**PROGRAM: WATER CONSERVATION** **ACCT #51-5843**

The Water Conservation Program provides funding for the City's Water conservation efforts primarily the ultra low flow toilet rebate program. The Finance Department manages this program.

	ACTUAL 2006-2007	ACTUAL 2007-2008	AMENDED 2008-2009	ADOPTED 2009-2010	ADOPTED 2010-2011
Employee Services	\$0	\$0	\$0	\$0	\$0
Maintenance & Operations	1,668	2,667	2,000	2,030	2,071 (1)
Contractual Services	0	0	0	0	0
Debt Service	0	0	0	0	0
Capital Outlay	0	0	0	0	0
<b>GRAND TOTAL</b>	<b>\$1,668</b>	<b>\$2,667</b>	<b>\$2,000</b>	<b>\$2,030</b>	<b>\$2,071</b>
<b>POSITIONS (FTE)</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>

(1) Residents have, over the last five years, responded well to implementation of water conservation measures. This amount funds the vouchers provided by the Water Authority for installation of low-flow toilets as well as participation in the high-efficiency clothes washers.

**PROGRAM: RAW WATER SUPPLY** **ACCT #51-5850**

Del Mar is a member of San Diego County Water Authority which purchases its water from the Metropolitan Water District of Southern California. This program covers purchases of approximately 1,250 acre feet of raw water from these wholesalers. The fund also is a pass through for the 150 acre-feet of reclaimed water that is sold to the 22nd District Agricultural Association as provided by the San Elijo Joint Powers Authority. Because it is a pass through it is not currently reflected in the budget amounts.

	ACTUAL 2006-2007	ACTUAL 2007-2008	AMENDED 2008-2009	ADOPTED 2009-2010	ADOPTED 2010-2011
Employee Services	\$0	\$0	\$0	\$0	\$0
Maintenance & Operations	0	0	0	0	0
Contractual Services	805,377	725,860	866,336	1,068,373	1,211,600 (1)
Debt Service	0	0	0	0	0
Capital Outlay	0	0	0	0	0
<b>GRAND TOTAL</b>	<b>\$805,377</b>	<b>\$725,860</b>	<b>\$866,336</b>	<b>\$1,068,373</b>	<b>\$1,211,600</b>
<b>POSITIONS (FTE)</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>

(1) Del Mar's water rates are adopted for five years based on projections from the San Diego County Water Authority. The rate structure of raw water was updated according to the San Diego County Water Authority's long-range financial plan and to accommodate new supplies from the Imperial Valley Irrigation District, canal lining project, and increased costs from the Metropolitan Water District.

<b>PROGRAM: WATER TREATMENT/DELIVERY</b>		<b>ACCT #51-5851</b>			
Del Mar contracts with the City of San Diego for the treatment of raw water purchased from the San Diego County Water Authority and for the transportation of the treated water. The program also provides funding for Del Mar's share of pipeline capacity and Miramar Filtration Plant and Reservoir.					
	<b>ACTUAL 2006-2007</b>	<b>ACTUAL 2007-2008</b>	<b>AMENDED 2008-2009</b>	<b>ADOPTED 2009-2010</b>	<b>ADOPTED 2010-2011</b>
Employee Services	\$0	\$0	\$0	\$0	\$0
Maintenance & Operations	0	0	0	0	0
Contractual Services	163,633	170,862	264,627	251,373	257,551 (1)
Debt Service	0	0	0	0	0
Capital Outlay	0	0	0	0	0
<b>GRAND TOTAL</b>	<b>\$163,633</b>	<b>\$170,862</b>	<b>\$264,627</b>	<b>\$251,373</b>	<b>\$257,551</b>
<b>POSITIONS (FTE)</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>

(1) The increase in Fiscal Year 2008-2009 reflects the increase in the cost of treatment and delivery per acre-foot for an estimated delivery of 1,350 acre-feet of potable water. The Fairgrounds has not used their total contract for reclaimed water; however, the Fairgrounds water usage has declined over the last year. For Fiscal Year 2009-2010, Del Mar's estimated water use is 1,250 acre-feet. Fiscal Years 2009-2010 and 2010-2011 reflect anticipated rate increases from the City of San Diego associated with the completion of the expanded facilities at the San Diego Miramar Plant.

<b>PROGRAM: WATER DISTRIBUTION</b>		<b>ACCT #51-5852</b>			
This program provides funding for the maintenance of the Water Distribution System. The water is periodically sampled and must meet all State and Federal requirements. The department ensures compliance by maintaining all water lines and reservoirs. Public Works also administers a meter replacement program, repairs water mains and service lines, overhauls Cla-Vals (capacity and pressure regulating valves) and the City's four reservoirs.					
	<b>ACTUAL 2006-2007</b>	<b>ACTUAL 2007-2008</b>	<b>AMENDED 2008-2009</b>	<b>ADOPTED 2009-2010</b>	<b>ADOPTED 2010-2011</b>
Employee Services	\$191,681	\$241,780	\$250,816	\$247,148	\$255,039
Maintenance & Operations	55,377	52,569	58,859	52,600	54,934
Contractual Services	10,535	16,840	22,248	21,700	22,568 (1)
Debt Service	0	0	0	0	0
Capital Outlay	0	1,180	11,417	0	0
<b>GRAND TOTAL</b>	<b>\$257,593</b>	<b>\$312,369</b>	<b>\$343,340</b>	<b>\$321,448</b>	<b>\$332,541</b>
<b>POSITIONS (FTE)</b>	<b>2.50</b>	<b>3.04</b>	<b>3.04</b>	<b>3.04</b>	<b>3.04</b>

(1) The City contracts for general repairs including water testing, backflow testing, meter calibration, and other miscellaneous repairs.

**PROGRAM: WATER BOND DEBT****ACCT #51-5900**

This program provided for debt service for a water revenue bond and Certificates of Participation issued for major water system improvements and upgrades.

	<b>ACTUAL 2006-2007</b>	<b>ACTUAL 2007-2008</b>	<b>AMENDED 2008-2009</b>	<b>ADOPTED 2009-2010</b>	<b>ADOPTED 2010-2011</b>
Employee Services	\$0	\$0	\$0	\$0	\$0
Maintenance & Operations	0	0	0	0	0
Contractual Services	0	0	0	0	0
Debt Service	238,150	242,335	237,030	1,612	1,613 (1)
Capital Outlay	0	0	0	0	0
<b>GRAND TOTAL</b>	<b>\$238,150</b>	<b>\$242,335</b>	<b>\$237,030</b>	<b>\$1,612</b>	<b>\$1,613</b>
<b>POSITIONS (FTE)</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>

(1) The City sold \$2,500,000 of Certificates of Participation in September 1993 to fund construction and repair of water lines. Repayment of the debt was completed in September 2008. The remaining budget contains the Water program's debt shares of 10.53 percent of the Regional Communication System's debt service obligation.

CITY OF DEL MAR  
FISCAL YEARS 2009-2010 AND 2010-2011  
EXPENDITURE DETAIL

FUND: 51 WATER						
ACCOUNT	DESCRIPTION	ACTUAL 2006-2007	ACTUAL 2007-2008	AMENDED 2008-2009	ADOPTED 2009-2010	ADOPTED 2010-2011
	<b><u>RISK MANAGEMENT</u></b>					
51-5411-4000	INSURANCE	37,246	33,797	32,002	30,412	31,562
51-5411-4300	CLAIMS	3,406	-	5,000	5,000	5,000
51-5411-4400	CLAIMS ADMIN/LITIGATION	122	-	1,000	1,000	1,000
	<b>MAINTENANCE &amp; OPERATIONS</b>	<b>40,774</b>	<b>33,797</b>	<b>38,002</b>	<b>36,412</b>	<b>37,562</b>
	<b>RISK MANAGEMENT</b>	<b>40,774</b>	<b>33,797</b>	<b>38,002</b>	<b>36,412</b>	<b>37,562</b>
	<b><u>PUBLIC WORKS GENERAL &amp; ADMINISTRATION</u></b>					
51-5840-1000	SALARIES - PERMANENT	157,895	131,628	147,730	158,885	168,538
51-5840-1200	EMPLOYEE BENEFITS	56,000	48,764	52,694	57,542	61,655
51-5840-1205	WORKERS' COMPENSATION	12,961	6,320	5,068	1,229	3,665
51-5840-1300	SALARIES - SEASONAL	-	-	-	-	-
51-5840-1400	OVERTIME	405	445	1,000	1,000	1,000
51-5840-1803	OUTSIDE CLERICAL	-	228	100	104	108
	<b>EMPLOYEE SERVICES</b>	<b>227,261</b>	<b>187,385</b>	<b>206,592</b>	<b>218,760</b>	<b>234,966</b>
51-5840-2100	EQUIP/RADIO MAINT & REPAIR	157	579	530	750	750
51-5840-2300	OPERATING SUPPLIES	(9,660)	(1,030)	6,901	3,000	3,150
51-5840-2320	POSTAGE	3,699	2,747	3,000	7,705	7,913
51-5840-2360	COMPUTER SOFTWARE	-	-	14,520	-	-
51-5840-2400	UNIFORMS	158	168	319	425	480
51-5840-2600	SMALL TOOLS & EQUIPMENT	8,358	-	595	-	-
51-5840-3000	ADVERTISING & PRINTING	1,274	1,255	5,084	7,367	6,872
51-5840-3300	UTILITIES	2,399	2,325	2,122	2,154	2,197
51-5840-3400	TELEPHONE	1,001	1,703	4,159	4,221	4,305
51-5840-3600	PROPERTY/EQUIPMENT RENTAL	1,637	1,588	1,797	5,112	5,148
51-5840-3700	MEMBERSHIPS & SUBSCRIPTIONS	543	754	721	1,000	1,050
51-5840-3800	MEETINGS & TRAVEL	197	915	618	1,200	1,260
51-5840-3801	TRAINING	613	854	618	1,200	1,260
51-5840-3900	AUTO ALLOWANCE	-	-	429	720	720
51-5840-4200	ADMINISTRATIVE CHARGE	181,999	187,458	193,082	259,848	265,045
51-5840-4800	ASSESSMENTS	7,816	7,228	7,450	13,000	14,000
51-5840-5800	DEPRECIATION	289,772	297,710	-	-	-
	<b>MAINTENANCE &amp; OPERATIONS</b>	<b>489,963</b>	<b>504,254</b>	<b>241,944</b>	<b>307,702</b>	<b>314,150</b>
51-5840-3200	CONTRACTUAL SERVICES	43,336	67,532	128,510	37,864	38,528
51-5840-3204	COLLECTION COST	-	-	-	-	-
51-5840-3210	CITY ENGINEER	-	-	-	-	-
	<b>CONTRACTUAL SERVICES</b>	<b>43,336</b>	<b>67,532</b>	<b>128,510</b>	<b>37,864</b>	<b>38,528</b>
	<b>PUBLIC WORKS GENERAL &amp; ADMIN</b>	<b>760,560</b>	<b>759,171</b>	<b>577,045</b>	<b>564,326</b>	<b>587,644</b>
	<b><u>WATER CONSERVATION</u></b>					
51-5843-2300	OPERATING SUPPLIES	1,668	2,667	2,000	2,030	2,071
	<b>MAINTENANCE &amp; OPERATIONS</b>	<b>1,668</b>	<b>2,667</b>	<b>2,000</b>	<b>2,030</b>	<b>2,071</b>
	<b>WATER CONSERVATION</b>	<b>1,668</b>	<b>2,667</b>	<b>2,000</b>	<b>2,030</b>	<b>2,071</b>
	<b><u>RAW WATER SUPPLY</u></b>					
51-5850-3200	CONTRACTUAL SERVICES	805,377	725,860	866,336	1,068,373	1,211,600
	<b>CONTRACTUAL SERVICES</b>	<b>805,377</b>	<b>725,860</b>	<b>866,336</b>	<b>1,068,373</b>	<b>1,211,600</b>
	<b>RAW WATER SUPPLY</b>	<b>805,377</b>	<b>725,860</b>	<b>866,336</b>	<b>1,068,373</b>	<b>1,211,600</b>
	<b><u>WATER TREATMENT/DELIVERY</u></b>					
51-5851-3200	CONTRACTUAL SERVICES	163,633	170,862	264,627	251,373	257,551
	<b>WATER TREATMENT/DELIVERY</b>	<b>163,633</b>	<b>170,862</b>	<b>264,627</b>	<b>251,373</b>	<b>257,551</b>

**CITY OF DEL MAR  
FISCAL YEARS 2009-2010 AND 2010-2011  
EXPENDITURE DETAIL**

<b>FUND: 51 WATER</b>						
<b>ACCOUNT</b>	<b>DESCRIPTION</b>	<b>ACTUAL 2006-2007</b>	<b>ACTUAL 2007-2008</b>	<b>AMENDED 2008-2009</b>	<b>ADOPTED 2009-2010</b>	<b>ADOPTED 2010-2011</b>
	<b>WATER DISTRIBUTION</b>					
51-5852-1000	SALARIES - PERMANENT	120,555	163,340	169,327	173,067	173,067
51-5852-1200	EMPLOYEE BENEFITS	46,487	61,874	66,253	68,670	70,497
51-5852-1205	WORKERS' COMPENSATION	20,925	13,863	13,236	3,311	9,275
51-5852-1400	OVERTIME	3,714	2,703	2,000	2,100	2,200
	<b>EMPLOYEE SERVICES</b>	<b>191,681</b>	<b>241,780</b>	<b>250,816</b>	<b>247,148</b>	<b>255,039</b>
51-5852-2000	BUILDING MAINT & REPAIR	1,323	966	1,030	1,050	1,100
51-5852-2010	SYSTEM MAINT & REPAIR	30,710	16,828	26,780	27,850	29,244
51-5852-2100	EQUIP/RADIO MAINT & REPAIR	509	173	515	500	500
51-5852-2131	VEHICLE MATERIALS & SUPPLIES	1,211	911	2,060	2,100	2,100
51-5852-2133	VEHICLE CONTRACTUAL SERVICES	4,406	3,470	4,120	3,000	3,150
51-5852-2300	OPERATING SUPPLIES	1,999	8,127	7,914	2,000	2,100
51-5852-2400	UNIFORMS	1,115	1,123	1,597	1,600	1,700
51-5852-2600	SMALL TOOLS & EQUIPMENT	2,551	8,307	2,075	2,200	2,300
51-5852-2800	GAS & OIL	7,314	8,239	7,129	7,000	7,200
51-5852-3300	UTILITIES	1,622	1,360	2,207	2,000	2,100
51-5852-3400	TELEPHONE	2,389	2,700	2,579	2,500	2,600
51-5852-3600	PROPERTY/EQUIPMENT RENTAL	-	24	379	300	315
51-5852-3800	MEETINGS & TRAVEL	228	341	474	500	525
	<b>MAINTENANCE &amp; OPERATIONS</b>	<b>55,377</b>	<b>52,569</b>	<b>58,859</b>	<b>52,600</b>	<b>54,934</b>
51-5852-3200	<b>CONTRACTUAL SERVICES</b>	<b>10,535</b>	<b>16,840</b>	<b>22,248</b>	<b>21,700</b>	<b>22,568</b>
51-5852-5200	BUILDING IMPROVEMENT	-	-	-	-	-
51-5852-5300	MACHINERY & EQUIPMENT	-	-	-	-	-
51-5852-5500	VEHICLES	-	1,180	11,417	-	-
	<b>CAPITAL OUTLAY</b>	<b>-</b>	<b>1,180</b>	<b>11,417</b>	<b>-</b>	<b>-</b>
	<b>WATER DISTRIBUTION</b>	<b>257,593</b>	<b>312,369</b>	<b>343,340</b>	<b>321,448</b>	<b>332,541</b>
	<b>DEBT SERVICE</b>					
51-5900-4500	DEBT INTEREST	20,267	13,952	5,308	168	87
51-5900-4600	DEBT PRINCIPAL	205,000	215,000	226,367	1,444	1,526
51-5900-4610	AMORTIZATION EXPENSE	8,351	8,351	850	-	-
51-5900-4700	BOND SERVICE	4,532	5,032	4,505	-	-
	<b>DEBT SERVICE</b>	<b>238,150</b>	<b>242,335</b>	<b>237,030</b>	<b>1,612</b>	<b>1,613</b>

# **WATER CAPITAL PROJECTS**

**CITY OF DEL MAR  
FISCAL YEARS 2009-2010 AND 2010-2011  
CAPITAL IMPROVEMENT PROGRAM  
WATER FUND**

<b>FUND: 51 WATER FUND</b>				
<b>PROJECT TITLE</b>	<b>FY 2010 TOTAL</b>	<b>Estimated Unexp. FY 2009 Funds</b>	<b>FY 2010 Funds</b>	<b>FY 2011 Funds</b>
BI-ANNUAL WATER PROGRAM <sup>(1)</sup>	\$30,000	\$0	\$30,000	\$120,000
WATER SYSTEM TELEMTRY	20,000	20,000	0	25,000
<b>SUBTOTAL</b>	<b>50,000</b>	<b>20,000</b>	<b>30,000</b>	<b>145,000</b>
CREST & TORREY RESEVOIR REHAB <sup>(2)</sup>	283,094	283,094	0	0
ZUNI RESERVOIR ROOF EVALUATION AND REPLACEMENT	500,000	0	500,000	0
WATER PROPERTY UNDERGROUNDING	100,000	0	100,000	100,000
PUBLIC WORKS ROOF	12,500	0	12,500	0
<b>SUBTOTAL</b>	<b>895,594</b>	<b>283,094</b>	<b>612,500</b>	<b>100,000</b>
<b>Total</b>	<b>\$945,594</b>	<b>\$303,094</b>	<b>\$642,500</b>	<b>\$245,000</b>

(1) Bi-annual water program includes City Engineering (Water) and Biennial Water System Maintenance Improvements.

(2) Crest and Torrey Pines steel reservoir tanks to be coated (interior and exterior). Funds previously budgeted in Fiscal Year 2008-2009 are unexpended.

**WATER FUND 51  
 FY 2010 ANNUAL WATER PROGRAM  
 FY 2011 ANNUAL WATER PROGRAM**

PROJECT DESCRIPTION:

This annual program combines a series of annual maintenance projects and tasks including:

**City Engineering Services** - Consultation and technical support to the City Manager and Department Heads for water issues. For a more detailed description of the City Engineering Services, please refer to the description in the General Fund Section of the Capital Improvement Budget.

**Biennial Water System Improvements** – The City’s water system is in generally good condition and the focus in the next three years will be on the replacement of the reservoir roofs. Unless problems arise, no other major system improvements will be completed.

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FUNDING SOURCE	FY 2010	FY 2011
WATER FUND	<u>\$30,000</u>	<u>\$120,000</u>
TOTAL	<u>\$30,000</u>	<u>\$120,000</u>

**WATER CIP FUND 51  
WATER SYSTEM TELEMETRY**

**PROJECT DESCRIPTION:**

The City utilizes a telemetry system to provide remote monitoring and alarms for many of the critical components of the water and sewer systems. The telemetry system allows the Public Works Department to receive up-to-the minute status updates on the operation of the water and wastewater systems as well as to record and document historical operating data. The telemetry system results in considerable cost savings to the City by substantially reducing the number of field monitoring trips made by the Public Works staff. The information provided by the telemetry system also greatly enhances the operational reliability of the water and wastewater systems and facilitates proactive maintenance.

In Fiscal Year 2008-2009, staff continued improvements to the system including upgrades to the City's seismic monitoring system on two of its existing reservoirs. The Fiscal Year 2010-2011 budget will address ongoing operational issues and serve as available funding to address unforeseen issues that may arise.

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<b>FUNDING SOURCE</b>	<b>FY 2010</b>	<b>FY 2011</b>
WATER FUND	\$ -	\$ 25,000
FY 2009 CONTINUING APPROPRIATION	<u>20,000</u>	<u>-</u>
<b>TOTAL</b>	<u><b>\$ 20,000</b></u>	<u><b>\$ 25,000</b></u>

<b>WATER CIP FUND 51</b> <b>CREST &amp; TORREY RESERVOIRS</b>
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PROJECT DESCRIPTION:

This budget item is to coat the interior and exterior of the Crest and Torrey Pines steel reservoir tanks.

This project will utilize Water CIP Reserve funds. Fiscal Year 2008-2009 budget remains unexpended.

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FUNDING SOURCE	FY 2010	FY 2011
FY 2009 CONTINUING APPROPRIATION	\$283,138	\$ -
WATER FUND	<u>-</u>	<u>-</u>
TOTAL	<u>\$283,138</u>	<u>\$ -</u>

**WATER CIP FUND 51  
WATER PROPERTY UNDERGROUNDING**

PROJECT DESCRIPTION:

This budget item provides the Water Funds proportionate share of undergrounding costs for its properties associated with the Hillside Undergrounding District.

This project will utilize Water CIP Reserve funds.

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<b>FUNDING SOURCE</b>	<b>FY 2010</b>	<b>FY 2011</b>
WATER FUND	<u>\$100,000</u>	<u>\$100,000</u>
TOTAL	<u>\$100,000</u>	<u>\$100,000</u>

**WATER CIP FUND 51  
ZUNI RESERVOIR  
ROOF EVALUATION AND REPLACEMENT**

PROJECT DESCRIPTION:

This budget item is to initiate the process of replacing the roof on the Zuni Reservoir, including evaluation of the existing structure, DRB processing, and the design and construction of a prefabricated aluminum dome roof. The reservoir currently has a wood roof on a concrete tank, which has been seismically retrofitted. Piping modifications may also be required at the Zuni Reservoir, subject to further investigation.

This project will utilize Water CIP Reserve funds.

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<b>FUNDING SOURCE</b>	<b>FY 2010</b>	<b>FY 2011</b>
WATER FUND	<u>\$ 500,000</u>	<u>\$ -</u>
TOTAL	<u>\$ 500,000</u>	<u>\$ -</u>

**WATER CIP FUND 51  
PUBLIC WORKS ROOF**

PROJECT DESCRIPTION:

This budget item provides the Water Fund's proportionate share of costs associated with the repair of the Public Works' building roof to be completed in Fiscal Year 2009-2010.

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<b>FUNDING SOURCE</b>	<b>FY 2010</b>	<b>FY 2011</b>
WATER FUND	<u>\$12,500</u>	\$ -
TOTAL	<u>\$12,500</u>	<u>\$ -</u>

CITY OF DEL MAR  
FISCAL YEARS 2009-2010 AND 2010-2011  
EXPENDITURE DETAIL

FUND: 51 WATER						
ACCOUNT	DESCRIPTION	ACTUAL 2006-2007	ACTUAL 2007-2008	AMENDED 2008-2009	ADOPTED 2009-2010	ADOPTED 2010-2011
	<b><u>CAPITAL IMPROVEMENT PROJECTS</u></b>					
51-6808-5900	BI-ANNUAL WATER IMPROVEMENTS	-	20,389	-	-	-
51-6809-5900	BI-ANNUAL WATER IMPROVEMENTS	-	-	194,611	-	-
51-6810-5900	BI-ANNUAL WATER IMPROVEMENTS	-	-	-	30,000	-
51-6811-5900	BI-ANNUAL WATER IMPROVEMENTS	-	-	-	-	120,000
51-6816-5900	TELEMETRY SYSTEM	210,052	235	59,765	-	25,000
51-6841-5900	11TH ST RESERVOIR ROOF EVAL/REPLACE	305,585	650,712	349,289	-	-
51-6842-5900	CREST AND TORREY PINES ROOF REPLACE	-	-	283,138	-	-
51-6851-5900	ZUNI ROOF REPLACEMENT	-	-	-	500,000	-
51-6852-5900	UNDERGROUNDING WATER DEPT. PARCELS	-	-	-	100,000	100,000
51-6853-5900	PUBLIC WORKS ROOF REPAIR	-	-	-	12,500	-
	<b>CAPITAL IMPROVEMENT PROJECTS</b>	<b>515,637</b>	<b>671,336</b>	<b>886,803</b>	<b>642,500</b>	<b>245,000</b>

# **WATER CAPITAL PROJECTS FIVE YEAR PLAN**

**CITY OF DEL MAR  
FISCAL YEARS 2009-2010 & 2010-2011  
CAPITAL IMPROVEMENTS PROGRAM  
FIVE YEAR PLAN  
WATER FUND**

<b>FUND: 51 WATER FUND</b>		
<b>PROJECT TITLE</b>	<b>Current Budget Years</b>	
	<b>2009-2010</b>	<b>2010-2011</b>
<b>ANNUAL CAPITAL PROGRAM</b>		
BI-ANNUAL WATER PROGRAM <sup>(1)</sup>	\$0	\$120,000
WATER SYSTEM TELEMTRY	20,000	25,000
<b>SUBTOTAL</b>	<b>20,000</b>	<b>145,000</b>
<b>MAJOR SYSTEM UPGRADES</b>		
CREST & TORREY RESEVOIR REHAB <sup>(2)</sup>	283,094	0
ZUNI RESERVIOR ROOF EVALUATION AND REPLACEMENT	0	0
WATER PROPERTY UNDERGROUNDING	0	100,000
PUBLIC WORKS ROOF	0	0
<b>SUBTOTAL</b>	<b>283,094</b>	<b>100,000</b>
<b>TOTAL</b>	<b>\$303,094</b>	<b>\$245,000</b>

(1) Bi-annual water program includes City Engineering (Water) and Biennial Water Improvements System Maintenance.

(2) Crest and Torrey Pines steel resevoir tanks to be coated (interior and exterior). Funds previously budgeted in Fiscal Year 2008-2009 are unexpended.

Future Budget Years			5 Year Total
2011-2012	2012-2013	2013-2014	
\$30,000 0	\$120,000 30,000	\$30,000 0	\$300,000 75,000
<b>30,000</b>	<b>150,000</b>	<b>30,000</b>	<b>375,000</b>
0	0	0	283,094
0	0	0	0
0	0	0	100,000
0	0	0	0
<b>0</b>	<b>0</b>	<b>0</b>	<b>383,094</b>
<b>\$30,000</b>	<b>\$150,000</b>	<b>\$30,000</b>	<b>\$758,094</b>

# **CLEAN WATER FUND**

**PROGRAM: CLEAN WATER ENGINEERING****ACCT #55-5220**

This program provides technical assistance to the Clean Water Program in compliance with the San Diego Regional Water Quality Control Board Municipal Stormwater Permit. Engineering contractual services include costs for preparation of annual reports, water quality testing, education and outreach, and engineering services. These services are administered under contract with outside firms.

	<b>ACTUAL 2006-2007</b>	<b>ACTUAL 2007-2008</b>	<b>AMENDED 2008-2009</b>	<b>ADOPTED 2009-2010</b>	<b>ADOPTED 2010-2011</b>
Employee Services	\$0	\$0	\$0	\$0	\$0
Maintenance & Operations	0	0	0	0	0
Contractual Services	185,677	289,461	85,500	82,200	82,200 (1)
Debt Service	0	0	0	0	0
Capital Outlay	0	0	0	0	0
<b>GRAND TOTAL</b>	<b>\$185,677</b>	<b>\$289,461</b>	<b>\$85,500</b>	<b>\$82,200</b>	<b>\$82,200</b>
<b>POSITIONS (FTE)</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>

(1) Increased costs for implementation of this State and federally-mandated stormwater program evolved over the requirements of the 2001 Permit. As a result, in Fiscal Year 2007-2008, the City hired a full-time Clean Water Manager to take over general administration and day-to-day activities for the Clean Water Program. Because of the scope of the program requirements, outside consultants are still utilized for their technical expertise in monitoring and assessment, and to assist on an as-needed basis. These costs also include laboratory fees and costs associated with the monitoring program required under the Municipal Permit.

**PROGRAM: CLEAN WATER PLANNING** **ACCT #55-5530**

The Planning Department assists in the active enforcement of the Clean Water regulations as per the Municipal Stormwater Permit issued by the Regional Water Quality Control Board. Responsibilities include project and plan review, permitting, construction monitoring, and implementation of best management practices.

	<b>ACTUAL 2006-2007</b>	<b>ACTUAL 2007-2008</b>	<b>AMENDED 2008-2009</b>	<b>ADOPTED 2009-2010</b>	<b>ADOPTED 2010-2011</b>
Employee Services	\$18,359	\$27,992	\$37,533	\$17,822	\$31,752 (1)
Maintenance & Operations	0	0	0	0	0
Contractual Services	0	0	0	7,800	0
Debt Service	0	0	0	0	0
Capital Outlay	0	0	0	0	0
<b>GRAND TOTAL</b>	<b>\$18,359</b>	<b>\$27,992</b>	<b>\$37,533</b>	<b>\$25,622</b>	<b>\$31,752</b>
<b>POSITIONS (FTE)</b>	<b>0.25</b>	<b>0.25</b>	<b>0.25</b>	<b>0.16</b>	<b>0.24 (1)</b>

(1) For purposes of review of projects and permitting and construction monitoring, eight percent of the Planning Director's time and four percent of the time for five planning staff are charged to this account.

**PROGRAM: CLEAN WATER CODE ENFORCEMENT** **ACCT # 55-5536**

Active code enforcement is required as part of the Clean Water regulations under the Municipal Stormwater Permit issued by the San Diego Regional Water Quality Control Board. The City's Code Enforcement Officer and Code Enforcement Technician assist the Clean Water Manager in this regard.

	<b>ACTUAL 2006-2007</b>	<b>ACTUAL 2007-2008</b>	<b>AMENDED 2008-2009</b>	<b>ADOPTED 2009-2010</b>	<b>ADOPTED 2010-2011</b>
Employee Services	\$23,513	\$7,971	\$25,794	\$28,958	\$29,815 (1)
Maintenance & Operations	0	0	150	700	150
Contractual Services	0	0	5,040	0	0
Debt Service	0	0	0	0	0
Capital Outlay	0	0	0	0	0
<b>GRAND TOTAL</b>	<b>\$23,513</b>	<b>\$7,971</b>	<b>\$30,984</b>	<b>\$29,658</b>	<b>\$29,965</b>
<b>POSITIONS (FTE)</b>	<b>0.25</b>	<b>0.25</b>	<b>0.25</b>	<b>0.25</b>	<b>0.25</b>

(1) 25 percent of the City's full-time code enforcement officer and 40 percent of the part-time code enforcement technician/clerk are charged to this program to comply with the requirements for active code enforcement.

**PROGRAM: CLEAN WATER PROGRAM MANAGEMENT** **ACCT #55-5539**

In Fiscal Year 2007-2008, the City hired a full-time Clean Water Manager to take over general administration and day-to-day activities for the Clean Water Program. Because of the scope of the program requirements, outside consultants are still utilized for their technical expertise on an as-needed basis. Management costs include fees to agencies, development and distribution of educational materials, and general compliance activities with the Municipal Stormwater Permit.

	<b>ACTUAL 2006-2007</b>	<b>ACTUAL 2007-2008</b>	<b>AMENDED 2008-2009</b>	<b>ADOPTED 2009-2010</b>	<b>ADOPTED 2010-2011</b>
Employee Services	\$0	\$59,997	\$150,467	\$148,011	\$150,124 (1)
Maintenance & Operations	0	1,090	\$2,690	\$38,840	\$27,840 (2)
Contractual Services	0	5,410	\$43,085	\$9,200	\$12,500 (3)
Debt Service	0	0	0	0	0
Capital Outlay	0	0	0	0	0
<b>GRAND TOTAL</b>	<b>\$0</b>	<b>\$66,497</b>	<b>\$196,242</b>	<b>\$196,051</b>	<b>\$190,464</b>
<b>POSITIONS (FTE)</b>	<b>0.00</b>	<b>1.00</b>	<b>1.00</b>	<b>1.00</b>	<b>1.00</b>

(1) 100 percent of the City's full-time Clean Water Manager is charged to this account.

(2) Maintenance and Operations fees include assessments from outside agencies, including the State of California, permit fees, in addition to general operational costs.

(3) Contractual service costs under program management include programmatic implementation contracts which are not a part of engineering services. These costs include implementation programs required under the Watershed Urban Runoff Management Program and special studies.

**PROGRAM: CLEAN WATER PUBLIC WORKS** **ACCT #55-5840**

Provides administration and general support for all Clean Water programs for property and building. Also provides for supervision of maintenance staff as it relates to the program and administers associated contracts.

	<b>ACTUAL 2006-2007</b>	<b>ACTUAL 2007-2008</b>	<b>AMENDED 2008-2009</b>	<b>ADOPTED 2009-2010</b>	<b>ADOPTED 2010-2011</b>
Employee Services	\$10,478	\$10,702	\$11,090	\$13,946	\$14,176
Maintenance & Operations	2,874	2,650	1,043	835	835
Contractual Services	1,735	1,298	1,648	1,746	1,790
Debt Service	0	0	0	0	0
Capital Outlay	0	34	330	0	0
<b>GRAND TOTAL</b>	<b>\$15,087</b>	<b>\$14,684</b>	<b>\$14,111</b>	<b>\$16,527</b>	<b>\$16,801</b>
<b>POSITIONS (FTE)</b>	<b>0.10</b>	<b>0.10</b>	<b>0.10</b>	<b>0.12</b>	<b>0.12</b>

**PROGRAM: CLEAN WATER FLOOD CONTROL** **ACCT #55-5841**

This program provides the needed monitoring, water quality testing, and labor associated with the Clean Water (NPDES) program requirements when the Flood Control pumps are in operation.

	<b>ACTUAL 2006-2007</b>	<b>ACTUAL 2007-2008</b>	<b>AMENDED 2008-2009</b>	<b>ADOPTED 2009-2010</b>	<b>ADOPTED 2010-2011</b>
Employee Services	3,676	3,576	3,959	3,738	3,867
Maintenance & Operations	471	243	562	120	124
Contractual Services	275	412	464	493	506
Debt Service	0	0	0	0	0
Capital Outlay	0	0	0	0	0
<b>GRAND TOTAL</b>	<b>\$4,422</b>	<b>\$4,231</b>	<b>\$4,985</b>	<b>\$4,351</b>	<b>\$4,497</b>
<b>POSITIONS (FTE)</b>	<b>0.05</b>	<b>0.05</b>	<b>0.05</b>	<b>0.05</b>	<b>0.05</b>

**PROGRAM: CLEAN WATER STREET MAINTENANCE** **ACCT #55-5845**

This program provides for a portion of the sidewalk and street cleaning including street sweeping and storm drain maintenance within the City limits of Del Mar. Special activities include testing, recording contents and recovering all deposited materials that otherwise would discharge to the beach, river, or lagoon.

	<b>ACTUAL 2006-2007</b>	<b>ACTUAL 2007-2008</b>	<b>AMENDED 2008-2009</b>	<b>ADOPTED 2009-2010</b>	<b>ADOPTED 2010-2011</b>
Employee Services	\$61,659	\$60,998	\$64,492	\$63,216	\$65,429
Maintenance & Operations	18,410	15,225	22,648	17,864	18,236
Contractual Services	6,801	8,258	9,289	620	1,000 (1)
Debt Service	0	0	0	0	0
Capital Outlay	0	422	3,744	0	0
<b>GRAND TOTAL</b>	<b>\$86,870</b>	<b>\$84,903</b>	<b>\$100,173</b>	<b>\$81,700</b>	<b>\$84,665</b>
<b>POSITIONS (FTE)</b>	<b>0.80</b>	<b>0.80</b>	<b>0.80</b>	<b>0.80</b>	<b>0.80</b>

(1) Fiscal Year 2006-2007 amounts reflect 50 percent of contract costs with ARC of San Diego for litter removal shared with the Gas Tax Fund's Street Maintenance program. For Fiscal Year 2009-2010, the Community Services Department will assume the duty of litter removal from the bus stop and arterial roadways.

**PROGRAM: CLEAN WATER LANDSCAPING** **ACCT #55-5847**

This program provides for landscape supervision, documentation and controls for the Clean Water aspects of the street landscaping for the City of Del Mar's street medians, islands, street ends and other street related areas. The program also provides for improved litter control, pesticide and fertilization monitoring and reporting for the NPDES permit requirements.

	<b>ACTUAL 2006-2007</b>	<b>ACTUAL 2007-2008</b>	<b>AMENDED 2008-2009</b>	<b>ADOPTED 2009-2010</b>	<b>ADOPTED 2010-2011</b>
Employee Services	\$7,617	\$7,565	\$7,918	\$7,599	\$7,811
Maintenance & Operations	3,845	3,604	4,050	3,968	4,068
Contractual Services	5,720	4,561	7,073	6,640	7,301
Debt Service	0	0	0	0	0
Capital Outlay	0	0	0	0	0
<b>GRAND TOTAL</b>	<b>\$17,182</b>	<b>\$15,730</b>	<b>\$19,041</b>	<b>\$18,207</b>	<b>\$19,180</b>
<b>POSITIONS (FTE)</b>	<b>0.10</b>	<b>0.10</b>	<b>0.10</b>	<b>0.10</b>	<b>0.10</b>

**PROGRAM: CLEAN WATER PARK MAINTENANCE****ACCT #55-5848**

This program provides for park maintenance supervision, documentation and controls for the Clean Water aspects of the landscaping for Del Mar's parks, open spaces, building landscaping, and other street related areas. It also provides for improved litter control, pesticide and fertilization monitoring, and reporting for the NPDES permit requirements.

	<b>ACTUAL 2006-2007</b>	<b>ACTUAL 2007-2008</b>	<b>AMENDED 2008-2009</b>	<b>ADOPTED 2009-2010</b>	<b>ADOPTED 2010-2011</b>
Employee Services	\$1,465	\$1,933	\$1,622	\$1,595	\$1,651
Maintenance & Operations	1,804	2,535	3,487	3,061	3,138
Contractual Services	4,703	14,229	18,103	8,288	9,000
Debt Service	0	0	0	0	0
Capital Outlay	0	0	0	0	0
<b>GRAND TOTAL</b>	<b>\$7,972</b>	<b>\$18,697</b>	<b>\$23,212</b>	<b>\$12,944</b>	<b>\$13,789</b>
<b>POSITIONS (FTE)</b>	<b>0.02</b>	<b>0.02</b>	<b>0.02</b>	<b>0.02</b>	<b>0.02</b>

**CITY OF DEL MAR  
FISCAL YEARS 2009-2010 AND 2010-2011  
EXPENDITURE DETAIL**

**FUND: 55 CLEAN WATER PROGRAM**

ACCOUNT	DESCRIPTION	ACTUAL 2006-2007	ACTUAL 2007-2008	AMENDED 2008-2009	ADOPTED 2009-2010	ADOPTED 2010-2011
	<b>ENGINEERING</b>					
55-5220-3200	CONTRACTUAL SERVICES	31,600	36,966	10,500	10,500	10,500
55-5220-3210	CITY ENGINEER	154,077	252,495	75,000	71,700	71,700
	<b>CONTRACT SERVICES</b>	<b>185,677</b>	<b>289,461</b>	<b>85,500</b>	<b>82,200</b>	<b>82,200</b>
	<b>ENGINEERING</b>	<b>185,677</b>	<b>289,461</b>	<b>85,500</b>	<b>82,200</b>	<b>82,200</b>
	<b>PLANNING</b>					
55-5530-1000	SALARIES - PERMANENT	13,161	20,464	27,398	13,144	23,440
55-5530-1200	EMPLOYEE BENEFITS	4,692	6,899	9,264	4,584	7,808
55-5530-1205	WORKERS' COMPENSATION	506	629	871	95	504
	<b>EMPLOYEE SERVICES</b>	<b>18,359</b>	<b>27,992</b>	<b>37,533</b>	<b>17,822</b>	<b>31,752</b>
55-5530-2300	OPERATING SUPPLIES	-	-	-	-	-
55-5530-3700	MEMBERSHIPS & SUBSCRIPTIONS	-	-	-	-	-
55-5530-3800	MEETINGS & TRAVEL	-	-	-	-	-
55-5530-3801	TRAINING & EDUCATION	-	-	-	-	-
	<b>MAINTENANCE &amp; OPERATIONS</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>
55.5530.3200	CONTRACTUAL SERVICES	-	-	-	7,800	-
	<b>PLANNING</b>	<b>18,359</b>	<b>27,992</b>	<b>37,533</b>	<b>25,622</b>	<b>31,752</b>
	<b>CODE ENFORCEMENT</b>					
55-5536-1000	SALARIES - PERMANENT	13,656	5,239	14,870	15,241	15,241
55-5536-1200	EMPLOYEE BENEFITS	4,964	2,254	5,792	6,521	6,667
55-5536-1205	WORKERS' COMPENSATION	855	478	1,352	395	1,106
55-5536-1310	PART TIME PLANNING	2,863	-	3,780	6,800	6,800
55-5536-1400	OVERTIME	1,175	-	-	-	-
	<b>EMPLOYEE SERVICES</b>	<b>23,513</b>	<b>7,971</b>	<b>25,794</b>	<b>28,958</b>	<b>29,815</b>
55-5536-2131	VEHICLE MAINTENANCE	-	-	-	-	-
55-5536-2800	GAS & OIL	-	-	-	-	-
55-5536-3801	TRAINING & EDUCATION	-	-	150	700	150
	<b>MAINTENANCE &amp; OPERATIONS</b>	<b>-</b>	<b>-</b>	<b>150</b>	<b>700</b>	<b>150</b>
55-5536-3200	CONTRACTUAL SERVICES	-	-	5,040	-	-
	<b>CODE ENFORCEMENT</b>	<b>23,513</b>	<b>7,971</b>	<b>30,984</b>	<b>29,658</b>	<b>29,965</b>
	<b>CLEAN WATER MANAGEMENT</b>					
55-5539-1000	SALARIES - PERMANENT	-	43,703	111,916	111,916	111,916
55-5539-1200	EMPLOYEE BENEFITS	-	14,829	34,770	35,170	35,619
55-5539-1205	WORKERS' COMPENSATION	-	1,465	3,781	924	2,588
55-5539-1310	PART TIME PLANNING	-	-	-	-	-
55-5539-1400	OVERTIME	-	-	-	-	-
	<b>EMPLOYEE SERVICES</b>	<b>-</b>	<b>59,997</b>	<b>150,467</b>	<b>148,011</b>	<b>150,124</b>
55-5539-2131	VEHICLE MAINTENANCE	-	-	-	-	-
55-5539-2300	OPERATING SUPPLIES	-	677	500	500	500
55-5539-2800	GAS & OIL	-	-	-	-	-
55-5539-3000	ADVERTISING, PRINTING, PUBLISHING	-	-	-	2,600	1,600
55-5539-3700	MEMBERSHIPS & SUBSCRIPTIONS	-	-	490	225	225
55-5539-3800	MEETINGS AND TRAVEL	-	-	850	400	400
55-5539-3801	TRAINING & EDUCATION	-	413	850	500	300
55-5539-4800	ASSESSMENTS	-	-	-	34,615	24,815
	<b>MAINTENANCE &amp; OPERATIONS</b>	<b>-</b>	<b>1,090</b>	<b>2,690</b>	<b>38,840</b>	<b>27,840</b>
55-5539-3200	CONTRACTUAL SERVICES	-	5,410	43,085	9,200	12,500
	<b>CLEAN WATER MANAGEMENT</b>	<b>-</b>	<b>66,497</b>	<b>196,242</b>	<b>196,051</b>	<b>190,464</b>

**CITY OF DEL MAR  
FISCAL YEARS 2009-2010 AND 2010-2011  
EXPENDITURE DETAIL**

**FUND: 55 CLEAN WATER PROGRAM**

ACCOUNT	DESCRIPTION	ACTUAL 2006-2007	ACTUAL 2007-2008	AMENDED 2008-2009	ADOPTED 2009-2010	ADOPTED 2010-2011
	<b>PUBLIC WORKS</b>				-	-
55-5840-1000	SALARIES - PERMANENT	7,156	7,559	8,006	10,307	10,307
55-5840-1200	EMPLOYEE BENEFITS	2,436	2,587	2,772	3,536	3,598
55-5840-1205	WORKERS' COMPENSATION	886	515	302	93	259
55-5840-1400	OVERTIME	-	4	10	10	11
55-5840-1803	OUTSIDE CLERICAL	-	37	-	-	-
	<b>EMPLOYEE SERVICES</b>	<b>10,478</b>	<b>10,702</b>	<b>11,090</b>	<b>13,946</b>	<b>14,176</b>
55-5840-2000	BUILDING MAINT & REPAIR	45	28	69	25	25
55-5840-2100	EQUIP/RADIO MAINT & REPAIR	19	22	10	12	12
55-5840-2131	VEHICLE MAINTENANCE	35	26	46	32	33
55-5840-2133	VEHICLE CONTRACTUAL SERVICES	118	99	103	80	80
55-5840-2140	COMPUTER MAINTENANCE	-	-	-	-	-
55-5840-2300	OPERATING SUPPLIES	132	314	299	120	120
55-5840-2400	UNIFORMS	8	10	15	18	18
55-5840-2600	SMALL TOOLS & EQUIPMENT	97	41	41	59	60
55-5840-2800	GAS & OIL	209	235	210	200	200
55-5840-3000	ADVERTISING & PRINTING	-	-	6	6	-
55-5840-3300	UTILITIES	81	80	69	85	87
55-5840-3400	TELEPHONE	40	58	85	60	61
55-5840-3600	PROPERTY/EQUIPMENT RENTAL	15	16	24	20	21
55-5840-3700	MEMBERSHIPS & SUBSCRIPTIONS	5	4	7	7	7
55-5840-3800	MEETINGS & TRAVEL	26	17	41	10	10
55-5840-3801	TRAINING & EDUCATION	4	69	18	5	5
55-5840-3900	AUTO ALLOWANCE	-	-	-	96	96
55-5840-5800	DEPRECIATION	2,040	1,631	-	-	-
	<b>MAINTENANCE &amp; OPERATIONS</b>	<b>2,874</b>	<b>2,650</b>	<b>1,043</b>	<b>835</b>	<b>835</b>
55-5840-3200	<b>CONTRACTUAL SERVICES</b>	<b>1,735</b>	<b>1,298</b>	<b>1,648</b>	<b>1,746</b>	<b>1,790</b>
55-5840-5500	VEHICLES	-	34	330	-	-
	<b>CAPITAL OUTLAY</b>	<b>-</b>	<b>34</b>	<b>330</b>	<b>-</b>	<b>-</b>
	<b>PUBLIC WORKS</b>	<b>15,087</b>	<b>14,684</b>	<b>14,111</b>	<b>16,527</b>	<b>16,801</b>
	<b><u>FLOOD CONTROL &amp; DRAINAGE</u></b>					
55-5841-1000	SALARIES - PERMANENT	2,350	2,384	2,539	2,599	2,599
55-5841-1200	EMPLOYEE BENEFITS	929	955	1,031	1,069	1,100
55-5841-1205	WORKERS' COMPENSATION	397	222	227	55	153
55-5841-1400	OVERTIME	-	15	162	15	15
	<b>EMPLOYEE SERVICES</b>	<b>3,676</b>	<b>3,576</b>	<b>3,959</b>	<b>3,738</b>	<b>3,867</b>
55-5841-2300	OPERATING SUPPLIES	447	218	521	100	103
55-5841-2400	UNIFORMS	24	25	41	20	21
	<b>MAINTENANCE &amp; OPERATIONS</b>	<b>471</b>	<b>243</b>	<b>562</b>	<b>120</b>	<b>124</b>
55-5841-3200	<b>CONTRACTUAL SERVICES</b>	<b>275</b>	<b>412</b>	<b>464</b>	<b>493</b>	<b>506</b>
	<b>FLOOD CONTROL &amp; DRAINAGE</b>	<b>4,422</b>	<b>4,231</b>	<b>4,985</b>	<b>4,351</b>	<b>4,497</b>

**CITY OF DEL MAR  
FISCAL YEARS 2009-2010 AND 2010-2011  
EXPENDITURE DETAIL**

**FUND: 55 CLEAN WATER PROGRAM**

ACCOUNT	DESCRIPTION	ACTUAL 2006-2007	ACTUAL 2007-2008	AMENDED 2008-2009	ADOPTED 2009-2010	ADOPTED 2010-2011
	<b><u>STREET MAINTENANCE</u></b>					
55-5845-1000	SALARIES - PERMANENT	39,593	40,985	42,173	43,069	43,069
55-5845-1200	EMPLOYEE BENEFIT	15,143	15,734	16,868	17,484	17,973
55-5845-1205	WORKERS' COMPENSATION	6,727	3,825	3,764	933	2,615
55-5845-1300	SALARIES -SEASONAL	-	-	-	-	-
55-5845-1400	OVERTIME	196	454	1,687	1,729	1,772
	<b>EMPLOYEE SERVICES</b>	<b>61,659</b>	<b>60,998</b>	<b>64,492</b>	<b>63,216</b>	<b>65,429</b>
55-5845-2000	BUILDING MAINT & REPAIR	472	345	797	50	52
55-5845-2100	EQUIP/RADIO MAINT & REPAIR	238	269	206	300	308
55-5845-2131	VEHICLE MATERIALS & SUPPLIES	5,026	4,494	4,774	4,893	5,016
55-5845-2133	VEHICLE CONTRACTUAL SERVICES	2,637	2,252	6,972	2,700	2,700
55-5845-2300	OPERATING SUPPLIES	2,644	2,285	2,266	2,323	2,381
55-5845-2400	UNIFORMS	277	274	649	665	682
55-5845-2600	SMALL TOOLS & EQUIPMENT	1,271	516	773	792	812
55-5845-2800	GAS & OIL	4,548	3,491	3,605	4,000	4,100
55-5845-3000	ADVERTISING & PRINTING	-	-	113	100	100
55-5845-3300	UTILITIES	857	830	1,236	1,267	1,299
55-5845-3400	TELEPHONE	328	280	721	300	300
55-5845-3700	MEMBERSHIPS/SUBSCRIPTIONS	69	36	72	74	76
55-5845-3800	MEETINGS/TRAVEL	-	153	309	200	205
55-5845-3801	TRAINING	43	-	155	200	205
	<b>MAINTENANCE &amp; OPERATIONS</b>	<b>18,410</b>	<b>15,225</b>	<b>22,648</b>	<b>17,864</b>	<b>18,236</b>
55-5845-3200	<b>CONTRACTUAL SERVICES</b>	6,801	8,258	<b>9,289</b>	<b>620</b>	<b>1,000</b>
55-5845-5500	VEHICLES	-	422	3,744	-	-
	<b>CAPITAL OUTLAY</b>	-	<b>422</b>	<b>3,744</b>	-	-
	<b>STREET MAINTENANCE</b>	<b>86,870</b>	<b>84,903</b>	<b>100,173</b>	<b>81,700</b>	<b>84,665</b>
	<b><u>STREET LANDSCAPING</u></b>					
55-5847-1000	SALARIES - PERMANENT	4,866	5,041	5,078	5,198	5,198
55-5847-1200	EMPLOYEE BENEFIT	1,929	2,015	2,062	2,140	2,201
55-5847-1205	WORKERS' COMPENSATION	822	467	454	111	309
55-5847-1400	OVERTIME	-	42	324	150	103
	<b>EMPLOYEE SERVICES</b>	<b>7,617</b>	<b>7,565</b>	<b>7,918</b>	<b>7,599</b>	<b>7,811</b>
55-5847-2100	EQUIP MAINT & REPAIR	-	-	23	20	21
55-5847-2200	GENERAL MAINT & REPAIR	675	-	117	100	102
55-5847-2300	OPERATING SUPPLIES	53	177	167	80	82
55-5847-2400	UNIFORMS	57	58	72	30	31
55-5847-2600	SMALL TOOLS & EQUIPMENT	-	-	34	10	10
55-5847-3300	UTILITIES	3,060	3,369	3,546	3,635	3,726
55-5847-3600	PROPERTY/EQUIPMENT RENTAL	-	-	91	93	96
	<b>MAINTENANCE &amp; OPERATIONS</b>	<b>3,845</b>	<b>3,604</b>	<b>4,050</b>	<b>3,968</b>	<b>4,068</b>
55-5847-3200	<b>CONTRACTUAL SERVICES</b>	5,720	4,561	<b>7,073</b>	<b>6,640</b>	<b>7,301</b>
	<b>STREET LANDSCAPING</b>	<b>17,182</b>	<b>15,730</b>	<b>19,041</b>	<b>18,207</b>	<b>19,180</b>

**CITY OF DEL MAR  
FISCAL YEARS 2009-2010 AND 2010-2011  
EXPENDITURE DETAIL**

**FUND: 55      CLEAN WATER PROGRAM**

ACCOUNT	DESCRIPTION	ACTUAL 2006-2007	ACTUAL 2007-2008	AMENDED 2008-2009	ADOPTED 2009-2010	ADOPTED 2010-2011
	<b><u>PARK MAINTENANCE</u></b>				-	-
55-5848-1000	SALARIES - PERMANENT	940	953	1,016	1,040	1,040
55-5848-1200	EMPLOYEE BENEFITS	366	885	413	429	441
55-5848-1205	WORKERS' COMPENSATION	159	89	93	23	65
55-5848-1400	OVERTIME	-	6	100	103	105
	<b>EMPLOYEE SERVICES</b>	<b>1,465</b>	<b>1,933</b>	<b>1,622</b>	<b>1,595</b>	<b>1,651</b>
55-5848-2200	GENERAL MAINT & REPAIR	221	19	350	200	205
55-5848-2300	OPERATING SUPPLIES	119	460	464	165	169
55-5848-2400	UNIFORMS	7	10	54	12	12
55-5848-3300	UTILITIES	1,457	2,046	2,619	2,684	2,752
	<b>MAINTENANCE &amp; OPERATIONS</b>	<b>1,804</b>	<b>2,535</b>	<b>3,487</b>	<b>3,061</b>	<b>3,138</b>
55-5848-3200	<b>CONTRACTUAL SERVICES</b>	4,703	14,229	18,103	8,288	9,000
	<b>PARK MAINTENANCE</b>	<b>7,972</b>	<b>18,697</b>	<b>23,212</b>	<b>12,944</b>	<b>13,789</b>
<b>TOTAL CLEAN WATER FUND</b>		<b>359,082</b>	<b>463,669</b>	<b>511,781</b>	<b>467,259</b>	<b>473,313</b>

# **SEWER FUND**

**PROGRAM: SEWER RISK MANAGEMENT****ACCT #57-5411**

This program provides funding for claims for damages resulting from problems occurring in City owned wastewater lines. Also included are liability and property insurance costs.

	<b>ACTUAL 2006-2007</b>	<b>ACTUAL 2007-2008</b>	<b>AMENDED 2008-2009</b>	<b>ADOPTED 2009-2010</b>	<b>ADOPTED 2010-2011</b>
Employee Services	\$0	\$0	\$0	\$0	\$0
Maintenance & Operations	37,526	33,797	38,002	43,412	44,562 (1)
Contractual Services	0	0	0	0	0
Debt Service	0	0	0	0	0
Capital Outlay	0	0	0	0	0
<b>GRAND TOTAL</b>	<b>\$37,526</b>	<b>\$33,797</b>	<b>\$38,002</b>	<b>\$43,412</b>	<b>\$44,562</b>
<b>POSITIONS (FTE)</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>

(1) The decrease in Fiscal Year 2008-2009 reflects the favorable market in premium rates then and the City's favorable loss experience. Premiums reduced further in Fiscal Year 2009-2010 due to an increase in the City's self-insured retention amount from \$100,000 to \$125,000 per claim.

**PROGRAM: SEWER ADMINISTRATION****ACCT #57-5840**

The Public Works and Finance Departments share management of the sewer utility general and administrative functions. This program provides funding for the City of Del Mar's sewer utility general administrative functions including new accounts, change in ownership, billing and management.

	<b>ACTUAL 2006-2007</b>	<b>ACTUAL 2007-2008</b>	<b>AMENDED 2008-2009</b>	<b>ADOPTED 2009-2010</b>	<b>ADOPTED 2010-2011</b>
Employee Services	\$203,405	\$161,268	\$236,183	\$244,291	\$260,729 (1)
Maintenance & Operations	202,791	199,102	242,628	277,716	283,303 (2)
Contractual Services	39,507	41,267	131,210	48,652	38,393 (3)
Debt Service	0	0	0	0	0
Capital Outlay	0	0	0	0	0
<b>GRAND TOTAL</b>	<b>\$445,703</b>	<b>\$401,637</b>	<b>\$610,021</b>	<b>\$570,659</b>	<b>\$582,425</b>
<b>POSITIONS (FTE)</b>	<b>2.14</b>	<b>1.62</b>	<b>2.21</b>	<b>2.18</b>	<b>2.26</b>

(1) Beginning in Fiscal Year 2008-2009, costs include 50 percent of the Deputy Director of Public Works' salary and benefits for oversight of Wastewater Capital Projects including the new 21st Street Sewer Pump Station. A portion of the Planning Department is charged to this budget for required environmental reviews. A portion of the Finance Department is included primarily for utility billing, payroll, and accounting.

(2) This category includes the administrative charge that reimburses the General Fund for administrative overhead. The amount was based on a recent cost allocation plan completed during Fiscal Year 2008-2009 and reflects full cost recovery. Regulatory assessments included in this program have continued to increase significantly.

(3) This amount includes the Water Fund's share (25 percent) of the cost of the financial audit, utility and accounting software maintenance, and underground alert charges. Fiscal Year 2008-2009 include the Wastewater Fund's share of the cost for consultants to prepare a new cost allocation study, develop a new five-year rate schedule, and to implement three new accounting system modules.

**PROGRAM: SEWER COLLECTION** **ACCT #57-5855**

This program provides funding for the City of Del Mar's Sewer Utility Collection System. Public Works maintains the collection system by monitoring for leaks and blockages in sewer mains. Public Works also conducts a preventive maintenance sewer rodding and flushing program.

	<b>ACTUAL 2006-2007</b>	<b>ACTUAL 2007-2008</b>	<b>AMENDED 2008-2009</b>	<b>ADOPTED 2009-2010</b>	<b>ADOPTED 2010-2011</b>
Employee Services	\$130,301	\$142,182	\$160,982	\$157,900	\$163,021
Maintenance & Operations	23,060	20,888	31,825	29,940	31,022
Contractual Services	1,337	1,036	4,949	23,200	24,000 (1)
Debt Service	0	0	0	0	0
Capital Outlay	0	1,012	10,029	0	0 (2)
<b>GRAND TOTAL</b>	<b>\$154,698</b>	<b>\$165,118</b>	<b>\$207,785</b>	<b>\$211,040</b>	<b>\$218,043</b>
<b>POSITIONS (FTE)</b>	<b>1.75</b>	<b>2.03</b>	<b>2.03</b>	<b>2.03</b>	<b>2.03</b>

(1) Contractual services reflects the cost of vector truck services and Food Service Establishment inspections for the Fats, Oils and Grease program.

(2) Prior year purchases included vehicle replacements. For Fiscal Year 2009-2010, new capital equipment is funded through the Equipment Replacement Reserve. A sewer video camera is included in the capital outlay

**PROGRAM: SEWER PUMPING** **ACCT #57-5856**

This program provides funding for the pumping of sewage collected within the City of Del Mar sewer system. Responsibilities include maintaining the City's three lift stations to ensure adequate flow of sewage out of the City for treatment and disposal by the City of San Diego.

	<b>ACTUAL 2006-2007</b>	<b>ACTUAL 2007-2008</b>	<b>AMENDED 2008-2009</b>	<b>ADOPTED 2009-2010</b>	<b>ADOPTED 2010-2011</b>
Employee Services	\$59,820	\$80,444	\$82,356	\$81,491	\$84,482
Maintenance & Operations	50,287	90,778	81,769	65,600	68,270
Contractual Services	24,345	19,332	22,304	27,400	27,949 (1)
Debt Service	0	0	0	0	0
Capital Outlay	0	0	0	0	0
<b>GRAND TOTAL</b>	<b>\$134,452</b>	<b>\$190,554</b>	<b>\$186,429</b>	<b>\$174,491</b>	<b>\$180,701</b>
<b>POSITIONS (FTE)</b>	<b>0.60</b>	<b>0.85</b>	<b>0.85</b>	<b>0.85</b>	<b>0.85</b>

(1) Contractual services provide for pump station maintenance such as electrical repairs, crane service, machine shop assistance, and other repairs beyond in-house City capabilities.

**PROGRAM: SEWER TRANSPORT/TREATMENT****ACCT #57-5857**

This program provides funding for the transportation, treatment, and disposal of sewage collected within the City of Del Mar sewer system. These are contract costs assessed to Del Mar by the City of San Diego for sewage transportation outside the City limits and disposed through their sewer treatment plants.

	<b>ACTUAL 2006-2007</b>	<b>ACTUAL 2007-2008</b>	<b>AMENDED 2008-2009</b>	<b>ADOPTED 2009-2010</b>	<b>ADOPTED 2010-2011</b>
Employee Services	\$0	\$0	\$0	\$0	\$0
Maintenance & Operations	0	0	0	0	0
Contractual Services	740,867	842,596	853,613	912,240	942,240 (1)
Debt Service	0	0	0	0	0
Capital Outlay	0	0	0	0	0
<b>GRAND TOTAL</b>	<b>\$740,867</b>	<b>\$842,596</b>	<b>\$853,613</b>	<b>\$912,240</b>	<b>\$942,240</b>
<b>POSITIONS (FTE)</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0 (2)</b>

(1) The City contracts with the City of San Diego for transportation and treatment of raw sewage.

(2) Personnel costs are a portion of the Sewer Administration program budget (57-5840).

**PROGRAM: SEWER BOND DEBT****ACCT #57-5900**

This program funds debt service for Certificates of Participation issued for wastewater line construction and repair.

	<b>ACTUAL 2006-2007</b>	<b>ACTUAL 2007-2008</b>	<b>AMENDED 2008-2009</b>	<b>ADOPTED 2009-2010</b>	<b>ADOPTED 2010-2011</b>
Employee Services	\$0	\$0	\$0	\$0	\$0
Maintenance & Operations	0	0	0	0	0
Contractual Services	0	0	0	0	0
Debt Service	456,162	454,486	451,592	451,101	454,739 (1)
Capital Outlay	0	0	0	0	0
<b>GRAND TOTAL</b>	<b>\$456,162</b>	<b>\$454,486</b>	<b>\$451,592</b>	<b>\$451,101</b>	<b>\$454,739</b>
<b>POSITIONS (FTE)</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>

(1) The City issued \$6,000,000 of Certificates of Participation in September 1993, to fund construction and repair of wastewater lines. Repayment of the issue will be completed in September 2015. The principal balance at July 1, 2009 is \$2,640,000. In addition, the Sewer program shares 10.53 percent of the Regional Communication System's debt service obligations.

CITY OF DEL MAR  
 1993 Sewer System Improvement Bonds  
 Debt Service Schedule

Date	Interest	Principal	Total Debt Service
09/01/09	66,000	320,000	320,000
03/01/10	58,000		0
09/01/10	58,000	340,000	340,000
03/01/11	49,500		0
09/01/11	49,500	355,000	355,000
03/01/12	40,625		0
09/01/12	40,625	375,000	375,000
03/01/13	31,250		0
09/01/13	31,250	395,000	395,000
03/01/14	21,375		0
09/01/14	21,375	415,000	415,000
03/01/15	11,000		0
09/01/15	11,000	440,000	440,000
<b>Total</b>	<b>\$489,500</b>	<b>\$2,640,000</b>	<b>\$2,640,000</b>

**CITY OF DEL MAR  
FISCAL YEARS 2009-2010 AND 2010-2011  
EXPENDITURE DETAIL**

<b>FUND: 57 SEWER FUND</b>						
<b>ACCOUNT</b>	<b>DESCRIPTION</b>	<b>ACTUAL 2006-2007</b>	<b>ACTUAL 2007-2008</b>	<b>AMENDED 2008-2009</b>	<b>ADOPTED 2009-2010</b>	<b>ADOPTED 2010-2011</b>
	<b><u>RISK MANAGEMENT</u></b>					
57-5411-4000	INSURANCE	37,246	33,797	32,002	30,412	31,562
57-5411-4300	CLAIMS	280	-	5,000	12,000	12,000
57-5411-4400	CLAIMS ADMIN./LITIGATION	-	-	1,000	1,000	1,000
	<b>MAINTENANCE &amp; OPERATIONS</b>	<b>37,526</b>	<b>33,797</b>	<b>38,002</b>	<b>43,412</b>	<b>44,562</b>
	<b>RISK MANAGEMENT</b>	<b>37,526</b>	<b>33,797</b>	<b>38,002</b>	<b>43,412</b>	<b>44,562</b>
	<b><u>PUBLIC WORKS ADMINISTRATION</u></b>					
57-5840-1000	SALARIES - PERMANENT	141,104	114,998	169,470	179,591	189,243
57-5840-1200	EMPLOYEE BENEFITS	49,734	40,057	58,068	62,607	66,702
57-5840-1205	WORKERS' COMPENSATION	12,162	5,424	7,835	1,343	3,984
57-5840-1300	SALARIES - SEASONAL	-	-	-	-	-
57-5840-1400	OVERTIME	405	635	700	600	650
57-5840-1803	OUTSIDE CLERICAL	-	154	110	150	150
	<b>EMPLOYEE SERVICES</b>	<b>203,405</b>	<b>161,268</b>	<b>236,183</b>	<b>244,291</b>	<b>260,729</b>
57-5840-2100	EQUIP/RADIO MAINT & REPAIR	134	496	216	300	300
57-5840-2300	OPERATING SUPPLIES	4,063	4,234	6,391	2,000	2,100
57-5840-2320	POSTAGE	3,699	2,747	4,738	9,209	9,425
57-5840-2360	COMPUTER SOFTWARE	-	-	14,520	-	-
57-5840-2400	UNIFORMS	136	144	216	350	375
57-5840-2600	SMALL TOOLS & EQUIPMENT	7,953	-	2,975	300	315
57-5840-3000	ADVERTISING & PRINTING	458	419	5,062	5,866	5,545
57-5840-3300	UTILITIES	2,057	1,993	2,060	2,163	2,271
57-5840-3400	TELEPHONE	886	1,353	2,378	1,400	1,500
57-5840-3600	PROPERTY/EQUIPMENT RENTAL	1,774	1,731	2,065	1,781	1,837
57-5840-3700	MEMBERSHIPS	177	134	258	350	370
57-5840-3800	MEETINGS & TRAVEL	266	394	1,107	1,100	1,200
57-5840-3801	TRAINING	800	155	1,545	1,600	1,650
57-5840-3900	AUTO ALLOWANCE	-	-	2,142	2,400	2,400
57-5840-4200	ADMINISTRATIVE CHARGE	178,849	184,215	189,745	245,897	250,815
57-5840-4800	ASSESSMENTS	1,539	1,087	7,210	3,000	3,200
57-5840-5800	DEPRECIATION	332,178	353,350	-	321,602	328,034
	<b>MAINTENANCE &amp; OPERATIONS</b>	<b>202,791</b>	<b>199,102</b>	<b>242,628</b>	<b>277,716</b>	<b>283,303</b>
57-5840-3200	CONTRACTUAL SERVICES	39,507	41,267	131,210	48,652	38,393
57-5840-3204	COLLECTION COST	-	-	-	-	-
57-5840-3210	CITY ENGINEER	-	-	-	-	-
	<b>CONTRACTUAL SERVICES</b>	<b>39,507</b>	<b>41,267</b>	<b>131,210</b>	<b>48,652</b>	<b>38,393</b>
	<b>PUBLIC WORKS ADMIN</b>	<b>445,703</b>	<b>401,637</b>	<b>610,021</b>	<b>570,659</b>	<b>582,425</b>
	<b><u>SEWER COLLECTION</u></b>					
57-5855-1000	SALARIES - PERMANENT	69,226	94,696	106,976	109,315	109,315
57-5855-1200	EMPLOYEE BENEFITS	26,107	38,210	42,843	44,427	45,663
57-5855-1205	WORKERS' COMPENSATION	11,425	8,268	8,663	2,158	6,043
57-5855-1300	SALARIES - SEASONAL	22,959	-	-	-	-
57-5855-1400	OVERTIME	584	1,008	2,500	2,000	2,000
	<b>EMPLOYEE SERVICES</b>	<b>130,301</b>	<b>142,182</b>	<b>160,982</b>	<b>157,900</b>	<b>163,021</b>
57-5855-2000	BUILDING MAINT & REPAIR	1,346	828	1,092	1,200	1,200
57-5855-2010	SYSTEM MAINT & REPAIR	419	-	2,186	3,000	3,000
57-5855-2100	EQUIP/RADIO MAINT & REPAIR	437	149	1,030	1,000	1,000
57-5855-2131	VEHICLE MATERIALS & SUPPLIES	4,876	3,165	4,944	5,000	5,200
57-5855-2133	VEHICLE CONTRACTUAL SERVICES	3,820	2,972	3,605	3,600	3,700
57-5855-2300	OPERATING SUPPLIES	3,183	3,790	4,424	4,500	4,700
57-5855-2400	UNIFORMS	934	878	1,236	1,300	1,400
57-5855-2600	SMALL TOOLS & EQUIPMENT	1,572	2,002	5,740	2,500	2,600
57-5855-2800	GAS & OIL	6,473	7,087	6,751	7,000	7,350
57-5855-3600	PROPERTY/EQUIPMENT RENTAL	-	-	335	340	347
57-5855-3800	MEETINGS & TRAVEL	-	17	482	500	525
	<b>MAINTENANCE &amp; OPERATIONS</b>	<b>23,060</b>	<b>20,888</b>	<b>31,825</b>	<b>29,940</b>	<b>31,022</b>
57-5855-3200	<b>CONTRACTUAL SERVICES</b>	<b>1,337</b>	<b>1,036</b>	<b>4,949</b>	<b>23,200</b>	<b>24,000</b>
57-5855-5300	MACHINERY & EQUIPMENT	-	-	-	-	-
57-5855-5500	VEHICLES	-	1,012	10,029	-	-
	<b>CAPITAL OUTLAY</b>	<b>-</b>	<b>1,012</b>	<b>10,029</b>	<b>-</b>	<b>-</b>
	<b>SEWER COLLECTION</b>	<b>154,698</b>	<b>165,118</b>	<b>207,785</b>	<b>211,040</b>	<b>218,043</b>

CITY OF DEL MAR  
FISCAL YEARS 2009-2010 AND 2010-2011  
EXPENDITURE DETAIL

<b>FUND: 57 SEWER FUND</b>						
<b>ACCOUNT</b>	<b>DESCRIPTION</b>	<b>ACTUAL 2006-2007</b>	<b>ACTUAL 2007-2008</b>	<b>AMENDED 2008-2009</b>	<b>ADOPTED 2009-2010</b>	<b>ADOPTED 2010-2011</b>
	<b><u>SEWER PUMPING</u></b>					
57-5856-1000	SALARIES - PERMANENT	37,255	51,730	53,190	54,270	54,270
57-5856-1200	EMPLOYEE BENEFITS	13,042	19,449	19,942	20,626	21,128
57-5856-1205	WORKERS' COMPENSATION	6,681	4,716	4,324	1,094	3,083
57-5856-1400	OVERTIME	2,842	4,549	4,900	5,500	6,000
	<b>EMPLOYEE SERVICES</b>	<b>59,820</b>	<b>80,444</b>	<b>82,356</b>	<b>81,491</b>	<b>84,482</b>
57-5856-2010	SYSTEM MAINT & REPAIR	2,479	44,033	6,064	8,000	8,500
57-5856-2100	EQUIP/RADIO MAINT & REPAIR	-	134	-	-	-
57-5856-2300	OPERATING SUPPLIES	-	2,886	3,761	3,800	3,900
57-5856-2400	UNIFORMS	268	259	613	400	420
57-5856-2600	SMALL TOOLS & EQUIPMENT	-	34	363	400	450
57-5856-3300	UTILITIES	44,143	40,158	66,890	50,000	52,000
57-5856-3400	TELEPHONE	3,397	3,274	4,078	3,000	3,000
	<b>MAINTENANCE &amp; OPERATIONS</b>	<b>50,287</b>	<b>90,778</b>	<b>81,769</b>	<b>65,600</b>	<b>68,270</b>
57-5856-3200	<b>CONTRACTUAL SERVICES</b>	<b>24,345</b>	<b>19,332</b>	<b>22,304</b>	<b>27,400</b>	<b>27,949</b>
	<b>SEWER PUMPING</b>	<b>134,452</b>	<b>190,554</b>	<b>186,429</b>	<b>174,491</b>	<b>180,701</b>
	<b><u>SEWER TRANSPORTATION/TREATMENT</u></b>					
57-5857-3215	METRO COSTS	649,838	714,970	686,932	740,000	770,000
57-5857-3217	TRANSPORTATION	91,029	127,626	166,681	172,240	172,240
	<b>CONTRACTUAL SERVICES</b>	<b>740,867</b>	<b>842,596</b>	<b>853,613</b>	<b>912,240</b>	<b>942,240</b>
	<b>SEWER TRANSPORTATION</b>	<b>740,867</b>	<b>842,596</b>	<b>853,613</b>	<b>912,240</b>	<b>942,240</b>
	<b><u>DEBT SERVICE</u></b>					
57-5900-4500	DEBT INTEREST	165,987	148,865	139,870	124,168	107,587
57-5900-4600	DEBT PRINCIPAL	275,000	290,000	306,367	321,444	341,526
57-5900-4610	AMORTIZATION EXPENSE	10,560	10,560	-	-	-
57-5900-4700	BOND SERVICE	4,615	5,061	5,355	5,489	5,626
	<b>DEBT SERVICE</b>	<b>456,162</b>	<b>454,486</b>	<b>451,592</b>	<b>451,101</b>	<b>454,739</b>

# **SEWER CAPITAL PROJECTS**

**CITY OF DEL MAR  
FISCAL YEARS 2009-2010 & 2010-2011  
CAPITAL IMPROVEMENTS PROGRAM  
SEWER FUND**

<b>FUND: 57 SEWER FUND</b>				
<b>PROJECT TITLE</b>	<b>FY 2010 TOTAL</b>	<b>Estimated Unexp FY 2009 Funds</b>	<b>FY 2010 Funds</b>	<b>FY 2011 Funds</b>
<b>ANNUAL CAPITAL PROGRAM</b>				
BI-ANNUAL SEWER PROGRAM	\$30,000	\$0	\$30,000	\$120,000
TRI-ANNUAL WASTERWATER PROGRAM	0	0	0	0
SEWER SYS. TELEMETRY	0	0	0	0
SEWER VIDEO INSPECTIONS	25,000	0	25,000	0
FOG PROGRAM ORDINANCE REVISIONS	7,141	7,141	0	0
<b>SUBTOTAL</b>	<b>62,141</b>	<b>7,141</b>	<b>55,000</b>	<b>120,000</b>
<b>MAJOR SYSTEM UPGRADES</b>				
PUBLIC WORKS ROOF	12,500	0	12,500	0
TELEMETRY SYSTEM	35,000	10,000	25,000	0
REPLACEMENT OF 21ST PUMP STATION <sup>(1)</sup>	2,592,676	92,676	2,500,000	2,200,000
<b>SUBTOTAL</b>	<b>2,640,176</b>	<b>102,676</b>	<b>2,537,500</b>	<b>2,200,000</b>
<b>Total</b>	<b>\$2,702,317</b>	<b>\$109,817</b>	<b>\$2,592,500</b>	<b>\$2,320,000</b>

(1) Design finalized in Fiscal Year 2008-2009. Fiscal Year 2009-2010 funds are the beginning of a two year construction cycle. Funding for the project will be secured through a low interest loan from the State Revolving Fund and included in Fiscal Years 2010-2014 sewer rates.

**SEWER FUND 57**  
**FY 2010 ANNUAL SEWER PROGRAM**  
**FY 2011 ANNUAL SEWER PROGRAM**

PROJECT DESCRIPTION:

This annual project combines a series of tasks including:

**City Engineering Services.** Consultation and technical support to the City Manager and Department Heads on sewer issues including evaluation of projects for CIP programming, evaluation of regional issues, identification of potential problem projects, assistance with waste discharge permits, assistance resolving system problems and other engineering services as needed throughout the year.

**Sewer System GIS Mapping.** During Fiscal Year 2009-2010 and Fiscal Year 2010-2011, the digital mapping system will be updated to reflect changes to the sewer system.

**Biennial Sewer System Improvements.** The City's sewer system is in generally very good condition. There is anticipated to be only minimal work needed for the remainder of the system.

**Biennial Sewer Video Inspection.** This is a continuation of the proactive program of biennial sewer pipe video inspection to evaluate the condition of the sewer collection system and to identify/evaluate areas of needed repair. The video inspections will also be used to assist in the ongoing Sewer Inflow and Infiltration Investigations.

**Tri-annual Wastewater Program.** A list of sewer mains with heavy root intrusion is reviewed and updated prior to the biannual water and sewer improvement project. The Sewer Herbicide Project provides for essential maintenance of these identified sewer mains through the removal of intrusive roots in the most critical areas.

**Fog Program Ordinance Revisions.** The ordinance governing the City's Fats, Oils, & Grease (FOG) program is being revised and updated.

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FUNDING SOURCE	FY 2010	FY 2011
FY 2009 CONTINUING APPROPRIATION	\$ 7,141	\$ -
SEWER CIP FUND	<u>55,000</u>	<u>120,000</u>
TOTAL	<u>\$ 62,141</u>	<u>\$120,000</u>

**SEWER FUND 57**  
**SEWER SYSTEM TELEMETRY**

PROJECT DESCRIPTION:

The City utilizes a telemetry system to provide remote monitoring and alarms for many of the critical components of the water and sewer systems. The telemetry system allows the Public Works Department staff to receive up-to-the minute status updates on the operation of the water and wastewater systems as well as to record and document historical operating data. The telemetry system results in considerable cost savings to the City by substantially reducing the number of field monitoring trips made by the Public Works staff. The information provided by the telemetry system also greatly enhances the operational reliability of the water and wastewater systems and facilitates proactive maintenance.

The Fiscal Year 2009-2010 budget will address ongoing operational issues pertaining to the telemetry system and serve as available funding to address unforeseen issues that may arise.

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FUNDING SOURCE	FY 2010	FY 2011
FY 2009 CONTINUING APPROPRIATION	\$ 10,000	\$ -
SEWER FUND	<u>25,000</u>	<u>-</u>
TOTAL	<u>\$35,000</u>	<u>\$ -</u>

**SEWER FUND 57**  
**PUBLIC WORKS ROOF**

PROJECT DESCRIPTION:

This budget item provides the Sewer Funds proportionate share of costs associated with the Public Works building roof repairs to be completed in Fiscal Year 2009-2010.

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FUNDING SOURCE	FY 2010	FY 2011
SEWER FUND	<u>\$12,500</u>	<u>\$ -</u>
TOTAL	<u>\$12,500</u>	<u>\$ -</u>

**SEWER FUND 57  
REPLACEMENT OF 21<sup>ST</sup> PUMP STATION**

**PROJECT DESCRIPTION:**

The 21<sup>ST</sup> Street Pump Station is approximately 30 years old and is the central facility for conveying Del Mar’s sewage to the City of San Diego’s Metropolitan Sewage System. Because of its age, condition, and current operating constraints, replacement of the facility is in order. Project financing will be provided through a State Revolving Loan Fund and has been incorporated within the Fiscal Years 2010-2014 sewer rates.

The funds shown in Fiscal Year 2009-2010 are for the first of a two year construction cycle. Engineering for the project as approved by City Council in February 2009 will total \$704,980. Total project cost is estimated at \$5.5 million.

<b>FUNDING SOURCE</b>	<b>FY 2010</b>	<b>FY 2011</b>
FY 2009 CONTINUING APPROPRIATION	\$ 92,676	\$ -
SEWER FUND	<u>2,500,000</u>	<u>\$2,200,000</u>
<b>TOTAL</b>	<u><b>\$ 2,592,676</b></u>	<u><b>\$2,200,000</b></u>

CITY OF DEL MAR  
FISCAL YEARS 2009-2010 AND 2010-2011  
EXPENDITURE DETAIL

FUND: 57 SEWER FUND						
ACCOUNT	DESCRIPTION	ACTUAL 2006-2007	ACTUAL 2007-2008	AMENDED 2008-2009	ADOPTED 2009-2010	ADOPTED 2010-2011
	<b><u>CAPITAL IMPROVEMENT PROJECTS</u></b>					
57-6906-5900	BI-ANNUAL SEWER IMPROVE.	411,892	-	-	-	-
57-6908-5900	BI-ANNUAL SEWER IMPROVE.	-	14,525	-	-	-
57-6909-5900	BI-ANNUAL SEWER IMPROVE.	-	-	139,779	-	-
57-6910-5900	BI-ANNUAL SEWER IMPROVE.	-	-	-	55,000	-
57-6911-5900	BI-ANNUAL SEWER IMPROVE.	-	-	-	-	120,000
57-6916-5900	TELEMETRY SYSTEM	12,129	159	21,842	-	-
57-6923-5900	21ST ST PUMP STATION	83,599	329,868	342,259	2,500,000	2,200,000
57-6937-5900	TELEMETRY SYSTEM	-	2,060	22,940	25,000	-
57-6939-5900	ANNUAL MAINTENANCE	-	-	-	-	-
57-6948-5900	FOG PROG. ORDINANCE REVISIONS	-	19,223	20,777	-	-
57-6949-5900	DEMOLITION OLD FACILITIES	-	-	-	-	-
57-6950-5900	PUBLIC WORKS FACILITIES IMP.	-	-	-	-	-
57-6953-5900	PUBLIC WORKS ROOF REPAIR	-	-	-	12,500	-
	<b>CAPITAL IMPROVEMENT PROJECTS</b>	<b>507,620</b>	<b>365,835</b>	<b>547,597</b>	<b>2,592,500</b>	<b>2,320,000</b>

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**SEWER CAPITAL PROJECTS  
FIVE YEAR PLAN**

**CITY OF DEL MAR  
FISCAL YEARS 2009-2010 & 2010-2011  
CAPITAL IMPROVEMENTS PROGRAM  
FIVE YEAR PLAN  
SEWER FUND**

<b>FUND: 57 SEWER FUND</b>		
<b>PROJECT TITLE</b>	<b>Current Budget Years</b>	
	<b>2009-2010</b>	<b>2010-2011</b>
<b>ANNUAL CAPITAL PROGRAM</b>		
ANNUAL SEWER PROGRAM	\$30,000	\$120,000
TRI-ANNUAL SEWER PROGRAM	0	0
SEWER SYS TELEMTRY	0	0
SEWER VIDEO INSPECTIONS	25,000	0
FOG PROGRAM ORDINANCE REVISIONS	7,141	0
<b>SUBTOTAL</b>	<b>62,141</b>	<b>120,000</b>
<b>MAJOR SYSTEM UPGRADES</b>		
PUBLIC WORKS ROOF	12,500	0
TELEMTRY SYSTEM	35,000	0
REPLACEMENT OF 21ST PUMP STATION <sup>(1)</sup>	2,592,676	2,200,000
<b>SUBTOTAL</b>	<b>2,640,176</b>	<b>2,200,000</b>
<b>TOTAL</b>	<b>\$2,702,317</b>	<b>\$2,320,000</b>

(1) The final design for the 21st Street Pump Station will be complete in Fiscal Year 2008-2009. The two year construction cycle will begin in Fiscal Year 2009-2010. Funding will be secured through a low interest loan from the State Revolving Loan Fund and included in Fiscal Year 2010-2014 sewer rates.

Future Budget Years			5 Year Total
2011-2012	2012-2013	2013-2014	
\$30,000	\$120,000	\$30,000	\$330,000
0	0	35,000	35,000
0	0	0	0
25,000	0	25,000	75,000
0	0	0	7,141
<b>55,000</b>	<b>120,000</b>	<b>90,000</b>	<b>440,000</b>
0	0	0	12,500
25,000	0	25,000	85,000
0	0	0	4,792,676
<b>25,000</b>	<b>0</b>	<b>25,000</b>	<b>4,890,176</b>
<b>\$80,000</b>	<b>\$120,000</b>	<b>\$115,000</b>	<b>\$5,330,176</b>

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## GLOSSARY

**22nd DAA (22ND DISTRICT AGRICULTURAL ASSOCIATION).** A State agency, formally organized by the State legislature to promote and encourage local agriculture and home industry. It owns and operates the 241.2 acres of land in the San Dieguito Valley known as the Fairgrounds, and is the sponsor of the Del Mar Fair.

**ACCOUNT.** A record of additions, deletions, and balances of individual assets, liabilities, equity, revenues, and expenses.

**ACCOUNTING SYSTEM.** The set of records and procedures that are used to record, classify, and report information of the financial status and operations of an entity.

**ACCRUAL BASIS OF ACCOUNTING.** Under this accounting method, revenues and expenditures are recorded in the periods in which these transactions, events, and circumstances occur, rather than only the periods in which cash is received or paid. Enterprise and Internal Service Funds use the accrual basis of accounting.

**APPROPRIATION.** Money set aside (by the legislative body) for a specific purpose.

**APPROPRIATION LIMIT.** The calculated dollar amount that restricts the ability to receive and appropriate proceeds of taxes. In its simplest form, it is the Limit from the previous year increased for inflation and population growth.

**ASSESSED VALUATION.** The estimated value placed upon real and personal property by the County Assessor as the basis for levying property taxes.

**BASIS OF ACCOUNTING.** A term used to refer to when revenues, expenditures, transfers, and the related assets and liabilities, are recognized in the accounts and reported in the financial statements. Specifically, it relates to the timing of the measurements made, regardless of the nature of the measurement, for either the cash or the accrual method.

**BENEFITS.** Benefits paid by the City as part of the conditions of employment such as medical, dental and life insurance, retirement, and worker's compensation.

**BUDGET.** A plan of financial operation including an estimate of proposed expenditures for a given period and the proposed means of financing them. Used without any modifier, the term usually indicates a financial plan for a single fiscal year. The term can refer to the financial plan presented to the governing body for adoption or the plan finally approved by that body.

**BUDGET DOCUMENT.** The instrument used by city management to present a comprehensive financial program to the governing body. The budget document is comprised of three parts. The first part contains a message from city management, together with a summary of the proposed expenditures and the means of financing them. The second part consists of schedules supporting the summary. These schedules show in detail the past years' actual revenues, expenditures and other data used in making the estimates. The third part is composed of drafts of the appropriation, revenue and borrowing measures necessary to put the budget into effect.

**CAPITAL ASSETS.** Long-lived tangible assets obtained or controlled as a result of past transactions, events or circumstances. Capital assets include buildings, equipment, improvements other than buildings and land.

**CAPITAL PROGRAM.** A plan for capital expenditures to be incurred each year over a fixed period of years to meet capital needs arising from the long-term work program or other capital needs. It sets forth each project or other contemplated expenditure in which the government is to have a part and specifies the resources estimated to be available to finance the projected expenditures.

**DEBT.** An obligation resulting from the borrowing of money or from the purchase of goods and services. Debts of governments include bonds, leases, notes, and certificates of participation.

**DEBT SERVICE FUND.** A fund established to account for the accumulation of resources for, and the payment of, long-term debt principal and interest.

**DELINQUENT TAXES.** Taxes remaining unpaid on and after the date to which a penalty for nonpayment is attached. Even though the penalty may be subsequently waived and a portion of the taxes may be abated or canceled, the unpaid balances continue to be delinquent taxes until abated, canceled, paid or converted into tax liens.

**DEPARTMENT.** Basic organizational unit of City government responsible for carrying out specific functions.

**ENCUMBRANCES.** Commitments related to unperformed contracts for goods or services.

**EXPENDITURES.** The outlay of financial resources. Expenditures include current operating expenses, debt service, and capital outlay.

**FAIRGROUNDS.** 241.2 acres in the San Dieguito Valley owned and operated by the 22nd District Agricultural Association (DAA). Site of the San Diego County Fair and thoroughbred racing.

**FISCAL YEAR.** A 12 month period to which the annual operating budget applies and at the end of which, a government determines its financial position and operational results.

**FULL-TIME EQUIVALENT (FTE).** A term that expresses the amount of time a position has been budgeted for in relation to the amount of time a regular, full-time employee normally works in a year. For budget and planning purposes, a year of full-time employment is defined as 2,080 hours. A position that has been budgeted to work half-time for a full year, or full-time for only six months, is .50 FTE. Firefighters have a different level of hours worked, but are displayed using the same basic method.

**FUND.** An independent fiscal and accounting entity with a self-balancing set of accounts recording cash and/or other resources together with all related liabilities, obligations, reserves, and equities. Funds are segregated for the purpose of carrying on specific activities or attaining certain objectives.

**FUND BALANCE.** The excess of a fund's assets over its liabilities.

**GENERALLY ACCEPTED ACCOUNTING PRINCIPLES (GAAP).** Uniform minimum standards and guidelines for financial accounting and reporting. They govern the form and content of the financial statements of an entity. GAAP encompasses the conventions, rules and procedures necessary to define accepted accounting practices at a particular time. They include not only broad guidelines of general application, but also detailed practices and procedures. GAAP provides a standard by which to measure financial presentations. The primary authoritative body on the application of GAAP to state and local government is the Government Accounting Standards Board.

**GOVERNMENTAL ACCOUNTING STANDARDS BOARD (GASB).** The authoritative accounting and financial reporting standard-setting body for government entities.

**GENERAL FUND.** The fund supported by taxes, fees, and other revenues that may be used for any lawful purpose. The General Fund is a governmental fund that accounts for all activity not specifically accounted for in other funds.

**GRANT.** A contribution of assets (usually cash) by one government unit or other organization to be used or spent for a specified purpose, activity or facility. Typically, these contributions are made to local governments from the state and federal governments.

**INTERNAL SERVICE FUND.** Used to account for financing of goods or services provided by one department or agency to other departments or agencies of a government, or to other governments, on a cost-reimbursement basis.

**LIABILITIES.** Probable future sacrifices of economic benefits, arising from the present obligations of a particular entity to transfer assets or provide services to other entities in the future as a result of past transactions or events.

**LEVY.** Refers to the act of imposing taxes, special assessments, or service charges for the support of governmental activities, or the amount of those charges.

**MODIFIED ACCRUAL BASIS.** Under this accounting method, revenues are recognized when they become both measurable and available to finance expenditures of the current period. Expenditures are recognized when the related fund liability is incurred, with some exceptions. All governmental funds, expendable trust funds and agency funds use the modified accrual basis of accounting.

**OBJECT.** As used in expenditure classifications, this term applies to the type of item purchased or service obtained.

**OBJECTIVE.** Desired accomplishment that can be measured and achieved within a given period.

**OPERATING TRANSFERS.** All interfund transfers other than residual equity transfers.

**NATIONAL POLLUTION DISCHARGE ELIMINATION SYSTEM (NPDES).** The federal Water Quality Act, which is coordinated with the Regional Water Quality Review Board Permit 01-01, addressing the treatment of storm drain pollution.

**PROPRIETARY FUND TYPES.** Funds that focus on determination of operating income, changes in net assets (or cost recovery), financial position, and cash flows. There are two types of proprietary funds: enterprise and internal service.

**PUBLIC EMPLOYEES RETIREMENT SYSTEM (PERS).** It is the largest public pension system in the nation with more than \$190.4 billion in assets. Headquartered in Sacramento, PERS provides retirement and health benefits to more than 1.6 million State and local government employees, retirees, and their families.

**REVENUES.** Income received by the City including such items as property taxes, fees, user charges, grants, fines and forfeitures, interest income, and miscellaneous revenue.

**SAN DIEGO ASSOCIATION OF GOVERNMENTS (SANDAG).** An association of 18 cities and the County of San Diego, serving as the forum for regional decision-making. As an association of local governments, SANDAG builds consensus, makes strategic plans, obtains and allocates resources, and provides facts and figures on a broad range of subjects pertinent to the San Diego region's quality of life.

**SAN DIEGO POOLED INSURANCE PROGRAM AUTHORITY (SANDPIPA).** A joint powers authority consisting of 12 cities and one district for the purpose of pooling liability and funds to purchase insurance.

**SPECIAL REVENUE FUND.** A fund used to account for the proceeds of specific revenue sources (other than expendable trusts or major capital projects) that are legally restricted to expenditures for specified purposes.

**TAXES.** Compulsory charges levied by a government to finance services performed for the common benefit. This does not include charges for services rendered only to those who pay for and use those services.

**TAX LEVY ORDINANCE.** An ordinance through which taxes are levied.

**TAX RATE.** The amount of tax stated in terms of a unit of the tax base (e.g., 25 mills per dollar of assessed valuation of taxable property).

**TAX RATE LIMIT.** The maximum rate at which a government may levy a tax. Overall tax-rate limits usually restrict levies for purposes of all governments, state and local, having jurisdiction in a given area.

**TRANSIENT OCCUPANCY TAX (TOT).** A tax levied on the occupant of any hotel room, in the amount of eleven and one-half percent (11.5%) of the rent charged by the operator. The transient satisfies this tax obligation by paying the tax to the operator.

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## READERS' GUIDE TO THE BUDGET

The budget document contains data identifying specific revenue and expenditure accounts. The data in the budget is presented in line item format. An example of a typical revenue account and a typical expenditure account is presented below:

### **Revenue Account: 01.4200.4204**

- 01 = The first two numbers identify the fund into which the revenue is placed (01 = the General Fund).
- 4200 = The second four numbers identify the generic revenue source (4200 = Taxes).
- 4204 = The last four numbers identify the specific revenue source (4204 = Admission Tax).

### **Expenditure Account: 01.5400.2300**

- 01 = The first two numbers identify the fund from which the expenditure will be made (01 = the General Fund).
- 5400 = The second four numbers identify the city department responsible for the expenditure (5400 = the Finance Department).
- 2300 = The last four numbers identify the type of expenditure to be made (2300 = Operating Supplies).

**CITY OF DEL MAR**  
**FISCAL YEAR 2009-2010 COMPENSATION SCHEDULE**

	Salary Range	Budgeted Benefits
<b>CITY MANAGEMENT:</b>		
City Manager (Contract)	\$180,000	\$63,628
<b>MANAGEMENT:</b>		
Assistant City Manager	\$120,000 - \$149,138	\$44,558
City Clerk/Information Systems Director	\$98,090 - \$128,703	\$39,311
Public Works Director	\$98,090 - \$128,703	\$39,311
Chief Lifeguard & Community Services Director	\$98,090 - \$128,703	\$34,330
Principal Planner	\$85,296 - \$111,916	\$36,094
Accounting Manager/City Treasurer	\$85,296 - \$111,916	\$36,094
Deputy Public Works Director	\$85,296 - \$111,916	\$36,094
Clean Water Manager	\$85,296 - \$111,916	\$36,094
<b>PROFESSIONAL &amp; SUPERVISORY:</b>		
Computer Operations Manager	\$70,638 - \$85,861	\$29,651
Senior Planner	\$70,638 - \$85,861	\$30,170
Maintenance Superintendent	\$67,210 - \$81,694	\$30,364
Deputy Community Services Manager	\$63,948 - \$77,729	\$24,950
Senior Accountant	\$63,948 - \$77,729	\$28,320
Associate Planner	\$60,844 - \$73,957	\$27,463
Park Ranger	\$60,844 - \$73,957	\$24,923
Lifeguard Sergeant	\$55,082 - \$66,952	\$22,966
Parking Sergeant	\$55,082 - \$66,952	\$26,806
Community Services Sergeant	\$55,082 - \$66,952	\$22,966
Executive Assistant to City Manager & City Council	\$50,363 - \$61,217	\$24,566
Assistant Management Analyst	\$46,975 - \$57,098	\$23,629
<b>FIRE:</b>		
Fire Captain	\$72,507 - \$88,132	\$56,514
Fire Engineer	\$61,223 - \$74,417	\$49,369
Firefighter/Paramedic	\$61,223 - \$74,417	\$49,369
Firefighter	\$55,424 - \$67,369	\$45,697

**CITY OF DEL MAR**  
**FISCAL YEAR 2009-2010 COMPENSATION SCHEDULE**

	Salary Range		Budgeted Benefits
Cross Connection Utility Specialist II	\$50,157 -	\$60,966	\$25,361
Pump Operator/Mechanic II	\$50,157 -	\$60,966	\$25,361
Code Enforcement Officer II	\$50,157 -	\$60,966	\$25,361
Administrative Assistant to Planning Director & PC/DRB	\$46,782 -	\$56,864	\$23,233
Deputy City Clerk	\$46,782 -	\$56,864	\$23,233
Network Systems Technician II	\$46,782 -	\$56,864	\$23,233
Accounting Technician II	\$42,351 -	\$51,478	\$22,041
Parking Enforcement Officer II	\$42,351 -	\$51,478	\$23,071
Administrative Assistant II	\$42,351 -	\$51,478	\$22,041
Project Assistant	\$42,351 -	\$51,478	\$22,041
Utility Worker II	\$40,296 -	\$48,980	\$22,465
Facilities Coordinator	\$37,960 -	\$46,141	\$21,773
Community Services Specialist	\$36,118 -	\$43,902	\$18,709
Utility Worker I	\$36,118 -	\$43,902	\$21,226
Parking Enforcement Officer I	\$34,365 -	\$41,771	\$20,706
Office Specialist	\$32,697 -	\$39,744	\$20,212
Receptionist	\$32,697 -	\$39,744	\$19,416

Schedule of FTE's			
<u>Department</u>	Fiscal Year 2008-2009	Fiscal Year 2009-2010	Fiscal Year 2010-2011
City Manager	3.00	3.00	3.00
City Clerk/IT	5.00	5.00	5.00
Community Services	11.00	11.00	11.00
Finance	5.00	6.00	6.00
Fire	9.00	9.00	9.00
Planning/Community Development	9.00	6.00	7.00
Public Works	13.00	13.00	13.00
<b>Total Full Time Permanent</b>	<b>55.00</b>	<b>53.00</b>	<b>54.00</b>

**CITY OF DEL MAR**  
**FISCAL YEAR 2010-2011 COMPENSATION SCHEDULE**

	Salary Range	Budgeted Benefits
<b>CITY MANAGEMENT:</b>		
City Manager (Contract)	\$180,000	\$66,574
<b>MANAGEMENT:</b>		
Assistant City Manager	\$120,000 - \$149,138	\$47,127
City Clerk/Information Systems Director	\$98,090 - \$128,703	\$42,230
Planning/Community Development Director	\$98,090 - \$128,703	\$42,230
Public Works Director	\$98,090 - \$128,703	\$42,230
Chief Lifeguard & Community Services Director	\$98,090 - \$128,703	\$36,686
Principal Planner	\$85,296 - \$111,916	\$38,208
Accounting Manager/City Treasurer	\$85,296 - \$111,916	\$38,208
Deputy Public Works Director	\$85,296 - \$111,916	\$38,208
Clean Water Manager	\$85,296 - \$111,916	\$38,208
<b>PROFESSIONAL &amp; SUPERVISORY:</b>		
Computer Operations Manager	\$70,638 - \$85,861	\$30,513
Senior Planner	\$70,638 - \$85,861	\$31,964
Maintenance Superintendent	\$67,210 - \$81,694	\$34,163
Deputy Community Services Manager	\$63,948 - \$77,729	\$26,667
Senior Accountant	\$63,948 - \$77,729	\$30,016
Associate Planner	\$60,844 - \$73,957	\$29,112
Park Ranger	\$60,844 - \$73,957	\$27,796
Lifeguard Sergeant	\$55,082 - \$66,952	\$24,549
Parking Sergeant	\$55,082 - \$66,952	\$30,053
Community Services Sergeant	\$55,082 - \$66,952	\$24,549
Executive Assistant to City Manager & City Council	\$50,363 - \$61,217	\$26,059
Assistant Management Analyst	\$46,975 - \$57,098	\$25,072
<b>FIRE:</b>		
Fire Captain	\$72,507 - \$88,132	\$60,867
Fire Engineer	\$61,223 - \$74,417	\$53,160
Firefighter/Paramedic	\$61,223 - \$74,417	\$53,160
Firefighter	\$55,424 - \$67,369	\$49,199

**CITY OF DEL MAR**  
**FISCAL YEAR 2010-2011 COMPENSATION SCHEDULE**

	Salary Range		Budgeted Benefits
Cross Connection Utility Specialist II	\$50,157 -	\$60,966	\$28,385
Pump Operator/Mechanic II	\$50,157 -	\$60,966	\$28,385
Code Enforcement Officer II	\$50,157 -	\$60,966	\$28,385
Administrative Assistant to Planning Director & PC/DRB	\$46,782 -	\$56,864	\$24,055
Deputy City Clerk	\$46,782 -	\$56,864	\$24,055
Network Systems Technician II	\$46,782 -	\$56,864	\$24,055
Accounting Technician II	\$42,351 -	\$51,478	\$22,855
Parking Enforcement Officer II	\$42,351 -	\$51,478	\$25,740
Administrative Assistant II	\$42,351 -	\$51,478	\$22,855
Project Assistant	\$42,351 -	\$51,478	\$22,855
Utility Worker II	\$40,296 -	\$48,980	\$25,041
Facilities Coordinator	\$37,960 -	\$46,141	\$24,282
Community Services Specialist	\$36,118 -	\$43,902	\$20,003
Utility Worker I	\$36,118 -	\$43,902	\$23,612
Parking Enforcement Officer I	\$34,365 -	\$41,771	\$23,012
Office Specialist	\$32,697 -	\$39,744	\$22,442
Receptionist	\$32,697 -	\$39,744	\$20,215

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