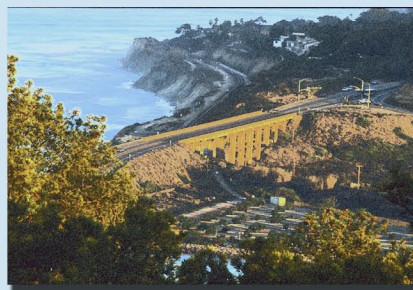




# City of Del Mar Operating & Capital Budget



VILLAGE  
REVITALIZATION



NORTH TORREY  
PINES BRIDGE



21<sup>ST</sup> STREET  
PUMP STATION

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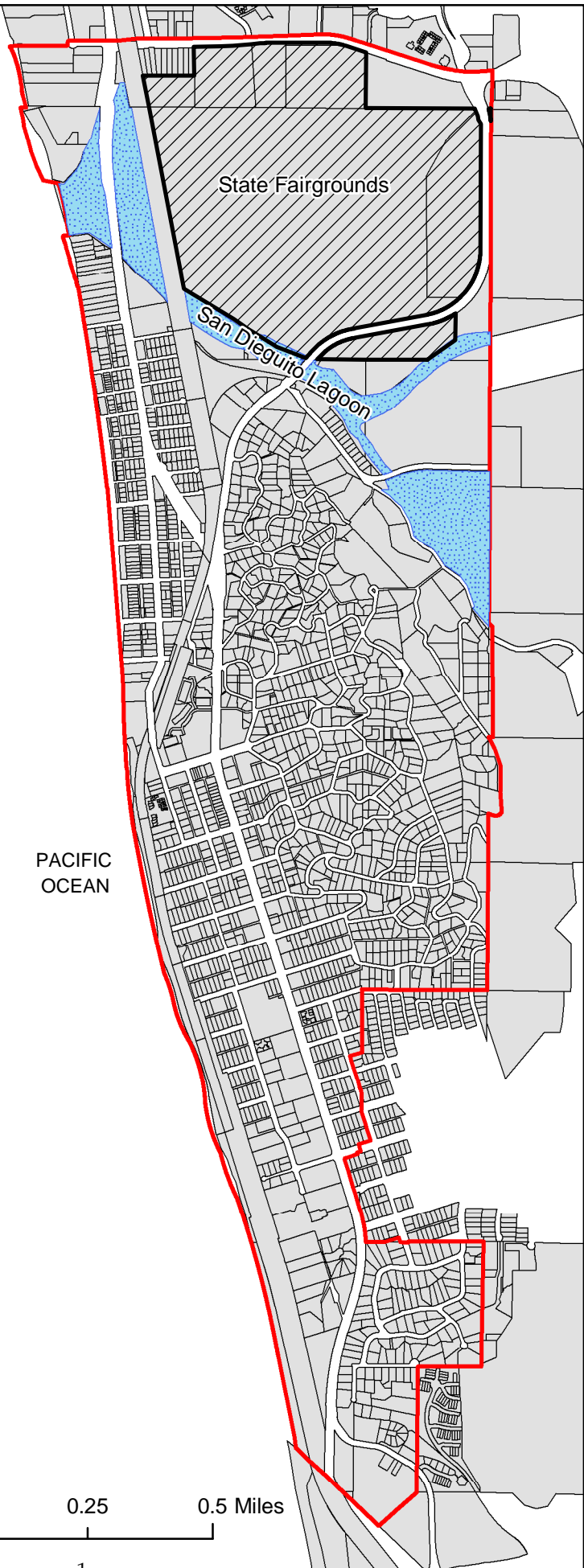
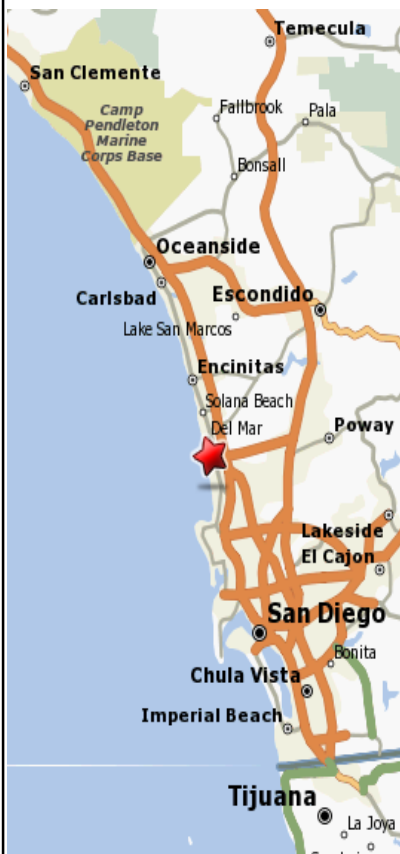
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# CITY OF DEL MAR

VICINITY MAP

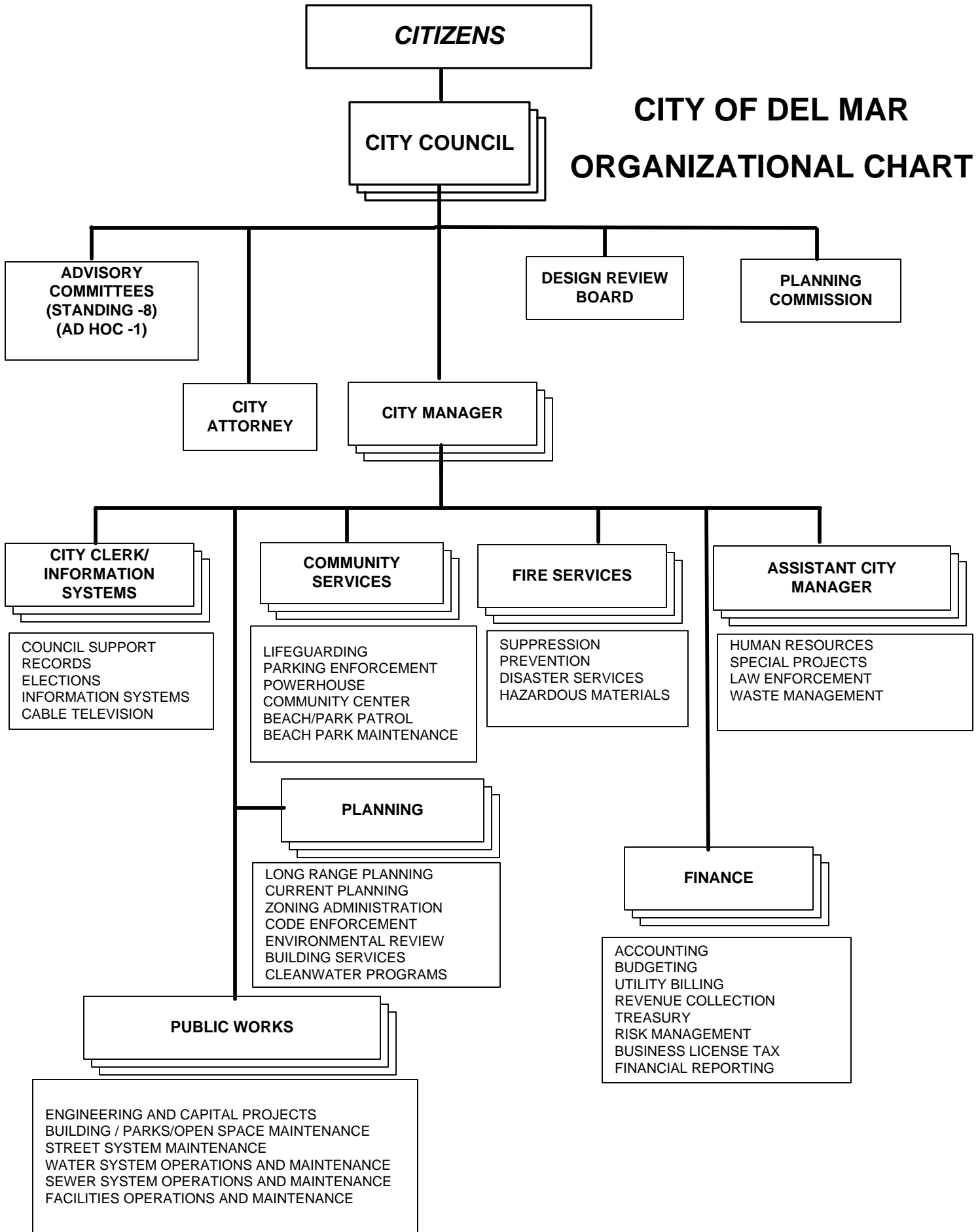


## Legend

-  State Fairgrounds
-  San Dieguito Lagoon
-  City Limits

0 0.25 0.5 Miles

# CITY OF DEL MAR ORGANIZATIONAL CHART



**CITY COUNCIL**

*Donald Mosier*  
**Mayor**

*Carl Hilliard*  
**Deputy Mayor**

*Mark E. Filanc*  
**Councilmember**

*Lee Haydu*  
**Councilmember**

*Terry Sinnott*  
**Councilmember**

**CITY MANAGER**

*Karen P. Brust*

*Mark O. Ochendusko \**

**ASSISTANT CITY MANAGER**  
*Mark Delin*

**CITY ATTORNEY**  
*Leslie Devaney*

**INTERIM DIRECTOR OF PLANNING AND  
COMMUNITY DEVELOPMENT**  
*Kathy Garcia*

**CITY CLERK AND  
INFORMATION SYSTEMS DIRECTOR**  
*Mercedes Martin*

**DIRECTOR OF FINANCE/  
TREASURER**  
*Teresa S. McBroome*

**DIRECTOR OF COMMUNITY SERVICES  
AND LIFEGUARD CHIEF**  
*Pat Vergne*

**CITY ENGINEER**  
*Tim Thiele*

**PUBLIC WORKS DIRECTOR**  
*Eric Minicilli*

**SHERIFF CAPTAIN**  
*Sherri Sarro*

\* Assumed interim position on July 1, 2011

# CITY OF DEL MAR

## CITIZEN BOARDS, COMMISSIONS AND ADVISORY COMMITTEES As of July 1, 2011

PLANNING COMMISSION	DESIGN REVIEW BOARD
Lani Curtis	Nathan McKay, <b>Chair</b>
John Kerridge	Tom Sohn, <b>Vice Chair</b>
Bill Michalsky	Sam Borgese
Robin Nordhoff	Al Corti
Nancy Sanquist	Kelly Kaplan
	David Mighdoll
	T. Pat Stubbs

COMMUNICATIONS/TECHNICAL ADVISORY COMMITTEE	FINANCE COMMITTEE
Michael Dolan, <b>Chair</b>	Rich Amen
Peter Glaser	Jim Benedict
Walter Papciak	Jim Eckmann
Kevin Popovic	Bud Emerson
Vacant	Barry Entous
Carl Hilliard, Council Liaison	Brian Huster
Don Mosier, Council Liaison	Kenneth Olson
	D'Marie Simon
	Jeff Sturgis
	Mark Filanc, Council Liaison
	Terry Sinnott, Council Liaison

PARKS AND RECREATION COMMITTEE	TRAFFIC AND PARKING COMMITTEE
Rebecca Dembitsky, <b>Chair</b>	Steven McDowell, <b>Chair</b>
Linda Chisari	Edward Yuskiewicz, <b>Vice Chair</b>
Pat Jacoby	Julie Maxey-Allison
Karen Lockwood	Ann Ray
Barbara Mandel-Pache	Don Mosier, Council Liaison
Alan Rubin	Lee Haydu, Council Liaison
Leslie Shipley	
Carol Steblay	
Francesco Tedeschi	
Don Mosier, Council Liaison	
Carl Hilliard, Council Liaison	

# CITY OF DEL MAR

## CITIZEN BOARDS, COMMISSIONS AND ADVISORY COMMITTEES As of July 1, 2011

SAN DIEGUITO LAGOON PRESERVATION COMMITTEE	FAIRGROUNDS MASTER PLAN AD HOC ADVISORY COMMITTEE
Bill Michalsky, <b>Chair</b>	Dwight Worden, <b>Chair</b>
Robert Blanchard	Jan McMillan, <b>Vice Chair</b>
Alice Brown	Brooke Eisenberg-Pike
Mark Corcoran	Bud Emerson
Mark Fanque	Judd Halenza
Jim Jelley	Justin Kulongoski
Justin Kulongoski	William Lewis
Jan McMillan	Mike McLoughlin
Dawn Rawls	Barbara Stegman
Lucy Zizka	Jacqueline Winterer
Don Mosier, Council Liaison	Carl Hilliard, Council Liaison
Lee Haydu, Council Liaison	Terry Sinnott, Council Liaison

2004-2009 HOUSING ELEMENT AD-HOC ADVISORY COMMITTEE	SUSTAINABILITY ADVISORY BOARD
Bud Emerson	Bruce Bekkar, <b>Chair</b>
Robin Nordhoff	Henry Abarbanel
Barbara Stegman	Greg Hibbard
Vacant	Don Instone
Vacant	Daniel Nore
Lee Haydu, Council Liaison	George Webb
Don Mosier, Council Liaison	Mark Filanc, 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 4,200 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 48, median household income is \$112,299, 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 parimutuel 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 maintaining its quality life style.

**MISCELLANEOUS STATISTICS**  
**June 30, 2011**

Date of Incorporation	July 15, 1959
Form of Government	Council/Manager Charter City
Population	4,161
Median Age	48
Median Household Income	\$112,299
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	9
Shared Management Personnel	10
Fire incident responses	62
Emergency medical incident responses	634
Public service calls	69
Fire inspections	175
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, 2011**  
**(continued)**

Hotels:

Major hotel rooms	355
Average occupancy	64%
Average persons per stay	2.1
Average nights per stay	3.2
Average room rate	\$294

Education:

Schools:

Private	1
---------	---

Miles of streets	22.5
Street Lights	87

Water System:

Service connections	1,870
Fire Hydrants	300

Miles of sanitary sewers	24.37
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Employees:

Full-time	54
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# City of Del Mar



Date: June 6, 2011  
To: Honorable Mayor and City Council  
From: Karen P. Brust, City Manager *KPB*  
RE: Adopted Budget for Fiscal Years 2011-2012 and 2012-2013

## INTRODUCTION

It is my pleasure to present the Adopted Budget for Fiscal Years 2011-2012 and 2012-2013 which is balanced and supports the City Council's policies and priorities. This two-year Adopted Budget, which includes two single-year appropriations, sustains the City's solid financial position while making investments towards the City's future. This balanced budget continues to take a proactive approach to cost savings measures and improving efficiencies while continuously improving the level of services provided to the community. Although the City of Del Mar is in no way exempt from the difficulties the current economic climate presents, this budget does not include any reduction in service or loss of jobs. The City's employees have maintained the level of service and commitment to the citizens, consistent with the tradition of the City of Del Mar.

The Budget is the blueprint for financial and policy decisions that will be executed each Fiscal Year. In the past two-year budget, the City implemented significant cost savings; re-aligned and re-engineered services to be more efficient; and developed strategies to increase business development and enhance revenues. These proactive measures left the City of Del Mar in a stronger financial position than in years' past.

It is within this framework that I present this two-year budget that continues the goal for fiscal strength, and lays the groundwork for achieving the City Council's priorities for the next two years and sets the vision for the next 5 years.

While we are excited about the goals for the community, and our improving financial picture, we are still cautious of the future. The City of Del Mar is not exempt from the impact of the continued economic crisis felt across the nation. The State of California remains in one of the worst economic cycles in history and faces a historic budget shortfall. Governor Brown has adopted a budget with radical restructuring of State finances and would shift greater responsibility to local governments, most notably the



permanent shut down of local redevelopment agencies in California. As the City of Del Mar does not have a redevelopment agency, it will not be directly affected but recognizes the impact on neighboring communities. The proposed State budget had language in a budget trailer bill that would create statutory changes to give the state a bigger window to extend the Vehicle License Fee (VLF) increase of 0.15 percent that is set to expire on June 30. This revenue funds Citizens Option for Public Safety (COPS) programs, booking fee remediation, and other law enforcement grants vital to local public safety programs. This would have affected the City of Del Mar's General Fund by approximately \$100,000 each year. The City of Del Mar implemented budget reductions to make up for the elimination of this funding.

### **A LOOK BACK AT THE PAST TWO YEARS**

When I look back at the past two fiscal years, I cannot help but smile with pride at what our City Council, community and staff have achieved. If you were to drive from North to South, you would notice the beautiful pedestrian walkway at North Beach landscaped with drought tolerant plants creating new access and connectivity to the beach and you would be thrilled with the new stairs at the street ends at 26<sup>th</sup> and 27<sup>th</sup> Streets. The Lagoon Restoration would take your breath away especially if you had an opportunity to enjoy it from the Grand Avenue Overlook. You might notice the ongoing construction on the East side of Camino del Mar near the tennis courts because the City is building a new energy efficient sewer pump station at 21<sup>st</sup> Street. Entering the downtown area, you would quickly appreciate its refreshed appearance with rehabilitated streets and new sidewalks and the addition of the sidewalk cafes. Additionally, you might notice the vibrancy of the businesses with the more than \$33 million of re-investment that has occurred in the past few years. Coming upon City Hall, you would admire the newly placed art sculpture entitled Flock of Seabirds surrounded by color infused gardens. You might even spend some time at our newest park, the Shores Park on 9<sup>th</sup> Street. Further southbound, you would look with pride upon the City's largest capital project that has ever been constructed in the City's history, the North Torrey Pines Bridge, a historical landmark restoration. These are truly exciting and unprecedented times for Del Mar.

## **IMPLEMENTING THE COUNCIL'S GOALS AND OBJECTIVES**

In the last twenty-four months, the Executive Team has implemented the strategies developed through the Fiscal Years 2009-2010 and 2010-2011 City Council goals and objectives:

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

- Re-Investment in Downtown: Through Council-led initiatives, the City created ordinances and programs that encouraged \$33 million in re-investment in downtown. Programs included the creation of the Tourism Business Improvement District (TBID) that would assess a percentage of TOT to market Del Mar as a premier overnight destination; sidewalk cafes; horizontal zoning ordinance; alternative means of meeting parking requirements; and new street furniture and streetscape.
- The San Dieguito Lagoon Restoration Project is nearing completion
- Both the North Hills utility undergrounding district and the Sunset utility undergrounding district were taken to public ballot; however, did not pass by a majority of the voters.
- Substantial progress in solid waste and recycling is underway, and the City's carbon footprint baseline has been completed.

### **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:**

- Elimination of Debt: Through a public auction, the City sold an idle residential asset to pay off the debt for the Shores Property, protecting open space for education and recreational space. By paying off the note to the Shores Property early, significant savings were achieved and the City does not have any General Fund debt. The remaining proceeds of the sale also partially funded the 17<sup>th</sup> Street Beach Safety Center Project.
- Balanced Budget: The City's budget remains balanced. It continues to meet the expenditure cap requirements of the Finnell plan over the next two years, despite virtually flat revenues. The City has also taken proactive steps in managing pension costs - including the creation of a pension reserve fund, and negotiating

a second tier for new hires with the City's represented fire safety employees. In addition, short-term savings were achieved with fire safety employees agreeing to pay the remaining 4 percent of the Employee portion of pension costs, effective October 2010. Fire safety employees now pay the entire 9 percent of the Employee share. General Employees have been paying the entire 8 percent Employee share of pension costs for several years.

- In addition to enhancing our financial position, we have continued the strategies for increasing operational efficiencies and reducing costs that have proven themselves as key components of our financial and operational success. This is a strong focus of the past budget cycle and the theme continues with the newly adopted two-year plan. For example, we are maintaining the cost reduction strategies in the Sheriff's contract; continuing the Fire Management Services agreement; going forward with a reduced workforce; deferring maintenance where practicable, and proceeding with a reduced capital program. We are continuing to benefit from the re-worked engineering and legal services contracts, and from the updated cost recovery fees for City services.

**Goal 3: Communicate effectively and engage the community:**

- Achieved greater fiscal transparency through participation in the Finance Committee, and full presentations of financial information. We have provided opportunities for public input on a variety of subjects through multiple workshops on utility undergrounding, weed abatement and fire safety, Planning fees and charges, solid waste and recycling, and Community Conversations. We have also improved the content of, and increased the amount of information available on our website. Additionally, the City Manager sends out a weekly newsletter with information about what is going on in the City.

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

- Fairgrounds and Racetrack: We are addressing the inequitable financial relationship and continued governance issues with the 22<sup>nd</sup> District Agricultural Association with a well-crafted plan and continuing to secure regional and legislative support which has captured national interest. We have also effectively participated in the extensive review and commenting of the 22<sup>nd</sup>

District Agricultural Association's Master Plan and Final Environmental Impact Report.

- Regional Issues: As part of SANDAG's committee structure, we have been addressing the Regional Transportation Plan, the Regional Housing Needs Assessment and the Sustainable Communities Strategy.
- Appointments to City & Regional Committees - Del Mar Council members have effectively represented the City on a number of the SANDAG and other regional committees including the Regional Solid Waste Association, San Diego Chapter of the League of California Cities, North County Transit District, LAFCO and the San Dieguito River Valley JPA culminating in leadership positions.
- San Dieguito River Bridge Replacement - Double Tracking: Discussions continue between Del Mar staff and SANDAG regarding their initial investigations for double tracking.

## **THE REWARDS OF OUR HARD WORK AND A LOOK AT THE NEXT TWO YEARS**

Although we are continuing to budget very conservatively, Del Mar is holding its own position. We have many wonderful new opportunities. Led by the development of the sidewalk cafés, there is renewed interest and energy in creating a vibrant downtown. The new sidewalk cafés are reenergizing the downtown business owners to improve and invest in their properties. We are in the first phases of a Community Conversations program to design a downtown that meets the Council's goal to communicate and engage the community.

We continue to pursue our plans to acquire the Fairgrounds and to work with our neighboring jurisdictions to achieve responsive regional governance.

We are well underway in completing the largest project in Del Mar's history, the retrofit of the historic North Torrey Pines Bridge, while also rebuilding our vital 21<sup>st</sup> Street Sewer Pump Station. Our budget is balanced, and the Adopted Budget exceeds the minimum City contingency reserve policy in both years without touching the Revenue Loss Reserve of \$500,000. Additionally, it includes funding for a seven-year capital lease financing purchase to acquire a new fire engine since the City's first line engine is 13 years old and its back-up engine is 23 years old. This will allow the City to retire the older engine and move the first line engine into a back-up position.

## “MUST-DO” PRIORITIES FOR THIS BUDGET CYCLE

This two-year budget contains several Council Priorities including, but not in order:

1. Fairgrounds: The City will continue to pursue legislative measures to purchase the Fairgrounds and change the existing governance into a regional governance model that is responsive to the needs of the public.
2. Downtown Revitalization: Including revisions to the parking regulations in the commercial zone and mitigation of potential impacts to residential neighborhoods; rezoning and/or specific plans; Redevelopment of City Hall; and Streetscape projects; and sustainable development that comply with AB 32.
3. Beach Safety Center: Partial funding from the sale of the Balboa Lot (\$708,000) was allocated towards the Beach Safety Center and the City was recently awarded a Coastal Conservancy grant (\$650,000) that, along with the \$200,000 budgeted for each fiscal year in this budget, will make this essential safety and lifeguard building a priority project.
4. Completion of the utility undergrounding project along Camino del Mar.
5. North Torrey Pines Bridge Project: The project is under construction and with an unprecedented funding model for seismic and retrofit, the bridge is funded almost wholly by federal grant monies. The City continues to be the lead agency and coordinate efforts with City of San Diego, Caltrans, and the community.
6. 21<sup>st</sup> Street Pump Station: The project is under construction.
7. Housing Element Update: With the new housing needs assessment, Del Mar will be required to update the Housing Element and demonstrate capacity for its housing allocation, including adequate density to support very low and low income housing.
8. Influence SANDAG to be responsive to our transportation priorities quicker.

Some of the others that the City Council identified as important, but not in their top priorities for the next two years are parking Citywide including the pay and display on Coast Boulevard for the Coast Streetscape Plan, the Community Plan update, the Pedestrian and Bicycle Plan (Circulation Element), the prioritization of uses at the Shores Property, and NCTD related projects.

## **SUMMARY**

I would like 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. Through their guidance, we have managed well through one of the most difficult and economically challenging periods that have faced the City. I would also like to express my gratitude to the Executive Team and their staffs for coming together and working through the issues in a collaborative approach to once again balance this two-year plan despite the continued resource constraints. 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 the City on so many levels.

I am more convinced than ever that this community is a rare gem with an uncommonly capable and caring mix of residents and members of the business community. My focus is on partnerships: working together we can continue to protect the City and the quality of life that our community enjoys. Through listening to what the residents feel is important, and by balancing interests, we can work together to develop the means through which we can provide the services and amenities that our residents deserve. The Council has set the path and we need to continue to build an economically sustainable and environmentally sustainable community and will work together to achieve continued success. 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 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, Director of Finance/Treasurer, Monica Molina, Senior Accountant, Jay Lipscomb, Administrative Assistant, Les Middleton, Accounting Technician, Adele Crawford, Accounting Technician, and Jason Julaton, Finance Intern.

Respectfully submitted,

Karen P. Brust  
City Manager

## **EXECUTIVE SUMMARY**

### **Fiscal Years 2011-2012 and 2012-2013**

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

The Adopted Fiscal Years 2011-2012 and 2012-2013 Budget is \$21,681,055 and \$18,600,586, respectively. This includes \$9,801,700 and \$9,685,902 in General Funds, respectively, \$3,618,795 and \$583,195 in Capital Improvement Program funds, respectively, and includes Workers' Compensation Fund expenditures of \$182,273 for both fiscal years. Water Fund expenditures for the two years are \$2,770,528 and \$3,314,666, Clean Water Fund expenditures are \$462,922 and \$472,499, and Sewer Fund expenditures are \$3,128,470 and \$2,692,412, respectively.

The City's adopted 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 2011-2012 and Fiscal Year 2012-2013 contingencies of 13.02 and 11.19 percent, respectively. It maintains the City's Revenue Loss Reserve and CalPERS Reserve at \$500,000 and \$200,000, respectively, and after four years of not funding the Equipment Replacement Reserve, funds \$100,000 for each fiscal year into that fund.

In addition, the budget satisfies the Finnell plan over the two-year budget period. The purpose of the Finnell plan was to identify the difference between revenues and operating expenditures as a potential funding source to be tapped 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. 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. In Fiscal Years 2011-2012 and 2012-2013, revenues are projected to increase 0.96 percent and 2.95 percent over the previous fiscal years, respectively, for an overall two-year increase of 3.91 percent (computed by comparing Fiscal Year 2012-2013 to Fiscal Year 2010-2011). Subtracting the 1.4 percent per the Finnell Plan, expenditure increases would be limited to (0.44) percent, and 1.55 percent respectively, or a two-year increase of 2.55 percent. The adopted budget indicates a first year increase of 1.33 percent, a second year increase of 0.61 percent and an overall two-year increase of 1.95 percent, which is within the 2.55 percent increase

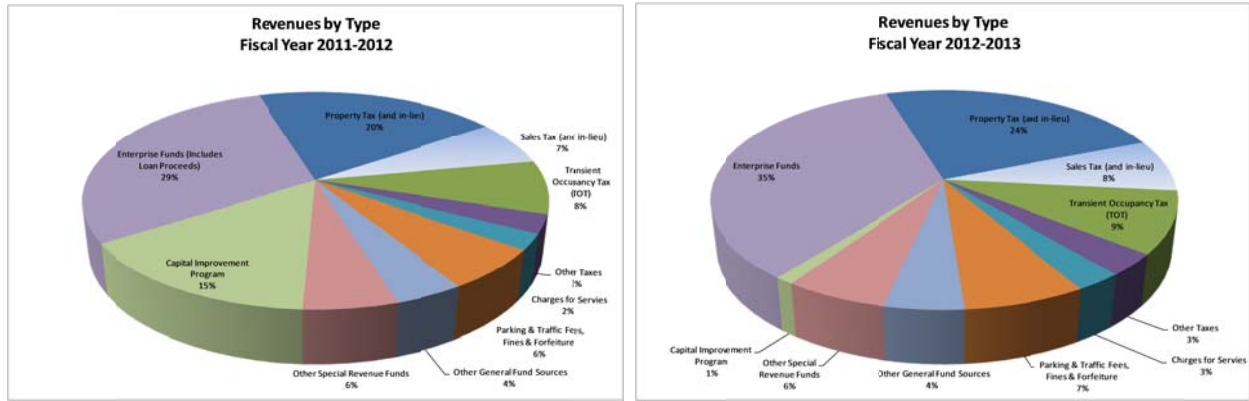
permitted by the Finnell Plan. The Finnell Plan is computed using General Fund revenues and operating expenditures, and excludes grant funding, grant funded expenditures, equipment replacement fund purchases, and revenues and expenditures associated with the sale and purchase of assets (Shores and Balboa Lot transactions).

The City is holding its capital program to the bare minimum and its primary funding priorities are the Beach Safety Center, to fund projects by grants and private contributions, or fund projects necessary to achieve its Transnet match.

The adopted budget includes funding to purchase a new fire engine estimated to cost \$500,000 through a capital lease financing purchase over seven years. This will be the only debt that is funded by the General Fund. This budget, except for the addition of a part-time intern position in Finance, does not add any full-time employees. There is no money for salary increases or cost of living adjustments for the Management, Professional, and General employees. The Firefighters will receive a four percent increase effective January 1, 2013, as part of their negotiated contract in which they agreed to pay the remaining four percent of the CalPERS employee share effective October 2010. It includes the funding of \$150,000 for the next two fiscal years for a total of \$300,000 for the Downtown Village Revitalization Plan and its associated Environmental Impact Report (EIR). In terms of capital improvements, funding for the construction of the 17<sup>th</sup> Street Beach Safety Center of \$200,000 for each of the next two fiscal years for a total of \$400,000 is included.

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	Adopted FY 2011-2012	Adopted FY 2012-2013
General Fund:		
Property Tax (and in-lieu)	\$ 4,243,419	\$ 4,413,155
Sales Tax (and in-lieu)	1,401,333	1,436,366
Transient Occupancy Tax (TOT)	1,648,000	1,697,440
Other Taxes	582,145	590,920
Charges for Services	491,111	513,222
Parking & Traffic Fees, Fines & Forfeiture	1,295,639	1,340,667
Other General Fund Sources	868,948	859,249
Other Special Revenue Funds	1,146,454	1,131,750
Capital Improvement Program	3,195,904	202,904
Enterprise Funds (Includes Loan Proceeds)	6,197,448	6,484,411
<b>Total Revenues</b>	<b>\$ 21,070,400</b>	<b>\$ 18,670,084</b>

**Total Revenues**

Total Revenues for Fiscal Year 2011-2012 is \$21,070,400 and \$18,670,084 for Fiscal Year 2012-2013. The projected revenue totals are higher during Fiscal Year 2011-2012 due to expected grant revenue for the North Torrey Pines Bridge Project in the Capital Improvement Program.

# Revenues and Expenditures – Executive Summary

June 6, 2011

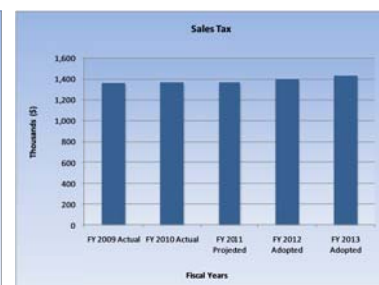
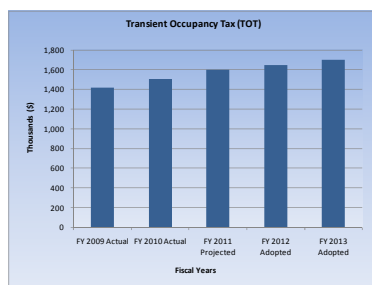
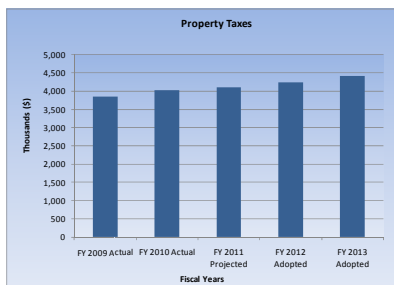
Page 4

General Fund Revenues for Fiscal Years 2011-2012 and 2012-2013

General Fund Revenues	Adopted FY 2011-2012	Adopted FY 2012-2013
Property Tax (and in-lieu)	\$ 4,243,419	\$ 4,413,155
Sales Tax (and in-lieu)	1,401,333	1,436,366
Transient Occupancy Tax	1,648,000	1,697,440
Other Taxes	582,145	590,920
<b>Total Taxes</b>	<b>7,874,897</b>	<b>8,137,881</b>
Licenses and Permits	74,235	74,356
Fines and Forfeitures	758,831	780,254
Revenue from Use of Assets	615,891	631,235
Revenue from Other Agencies	135,481	126,555
Charges - Planning Services	491,111	513,222
Other Revenue Sources	580,148	587,516
<b>Total General Fund Revenues</b>	<b>\$ 10,530,594</b>	<b>\$ 10,851,019</b>

## Revenues – General Fund

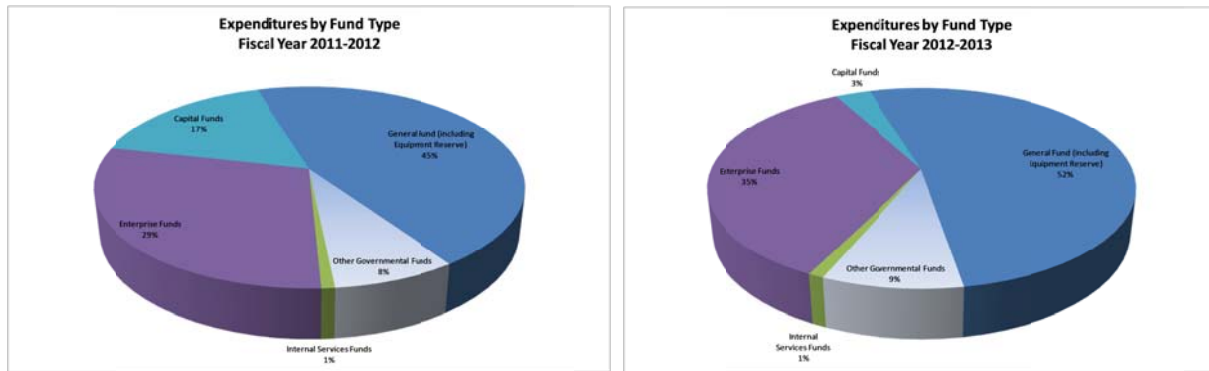
Our three primary supporting revenues of General Fund services are property taxes, sales tax and transient occupancy taxes which make-up 69 percent and 70 percent of our overall General Fund revenue for Fiscal Years 2011-2012 and 2012-2013, respectively. Based on our projections, we anticipate that the combined three primary revenues show gains, growing about 3 percent in Fiscal Year 2011-2012 and 3.5 percent in Fiscal Year 2012-2013. The primary source of increase is property tax growth at 3.5 percent for Fiscal Year 2011-2012 and 4 percent for Fiscal Year 2012-2013. There have been encouraging signs in our tourism-based revenues – the Transient Occupancy Tax (TOT) is projected to increase 3 percent per year, and sales tax is projected to increase at 2.5 percent per year. A graphic of the primary three revenues and their trends is shown as follows:



# Revenues and Expenditures – Executive Summary

June 6, 2011

Page 5



General Fund Expenditures for Fiscal Years 2011-2012 and 2012-2013

Total Expenditures	Adopted FY 2011-2012	Adopted FY 2012-2013
General Fund (including Equipment Reserve)	\$ 9,801,700	\$ 9,685,902
Other Governmental Funds	1,716,368	1,669,639
Internal Services Funds	182,273	182,273
Enterprise Funds	6,361,919	6,479,577
Capital Funds	3,618,795	583,195
<b>Total</b>	<b>\$ 21,681,055</b>	<b>\$ 18,600,586</b>

## Total Expenditures

Total expenditures for Fiscal Year 2011-2012 are \$21,681,055 and \$18,600,586 for Fiscal Year 2012-2013. The increase in Fiscal Year 2011-2013 is due to construction on the North Torrey Pines Bridge funded by grants.

## Expenditures – General Fund

General Fund expenditures, excluding the Equipment Replacement expenditures which are funded by a separate reserve, will increase by 3.5 percent in Fiscal Year 2011-2012 when compared to the amended projection for Fiscal Year 2010-2011, and by less than one percent in Fiscal Year 2012-2013 when compared to the Fiscal Year 2011-2012 projection. Each department prepared relatively flat budgets and some had slight increases due to the estimated 20 percent increase in medical costs and increases in the CalPERS contribution rate. The General employees employer share CalPERS contribution rate has risen from 20.437 percent in Fiscal Year 2010-2011 to 22.591 percent in Fiscal Year 2011-2012 and is projected at 23.00 percent for Fiscal Year 2012-13. The Lifeguard employees employer share CalPERS contribution rate has risen from 11.552 percent in Fiscal Year 2010-2011 to 17.328 percent in Fiscal Year 2011-2012 and is projected at 18.20 percent for Fiscal Year 2012-2013. The Fire employees employer share CalPERS contribution rate has risen from 49.147 percent in Fiscal Year 2010-2011 to

50.995 percent in Fiscal Year 2011-2012 and is projected at 52.20 percent for Fiscal Year 2012-13. As the Fire Department transitions to a second tier of reduced pension benefit, the employees employer share will decrease to 20.308 percent of salaries for new Fire Department employees.

The following departments had larger fluctuations due to the following reasons:

Legal Services and Planning Services – the \$150,000 budgeted in the Planning Department for the Downtown Revitalization Environmental Impact Report during Fiscal Year 2010-2011 was transferred to Legal Services for additional attorney services related to the proposed purchase of the Fairgrounds. This adopted budget has no funding for any additional work on the Fairgrounds, which is reflected as a decrease in Legal Services offset by an increase in Planning Services to restore the funding for work on the Downtown Revitalization Environmental Impact Report (EIR) and Specific Plan of \$150,000 for each fiscal year. There is also funding of \$25,000 in Planning Services for support of the Housing Element Update as required by State law.

Human Resources – a one-time buy-in fee of \$20,000 is included in the first year to join the North County Consortium who provides standardized testing in the hiring of firefighters. An additional \$3,000 annual fee is included for both fiscal years.

City Clerk – funding of \$33,000 is included in the first year to complete the scanning and storage of documents that are stored in the building adjacent to City Hall along with the Planning Department’s files.

Finance Services – funding includes the addition of a part-time intern position, and increases in contracted costs for audit services, the property tax administration fee, and credit card usage fees.

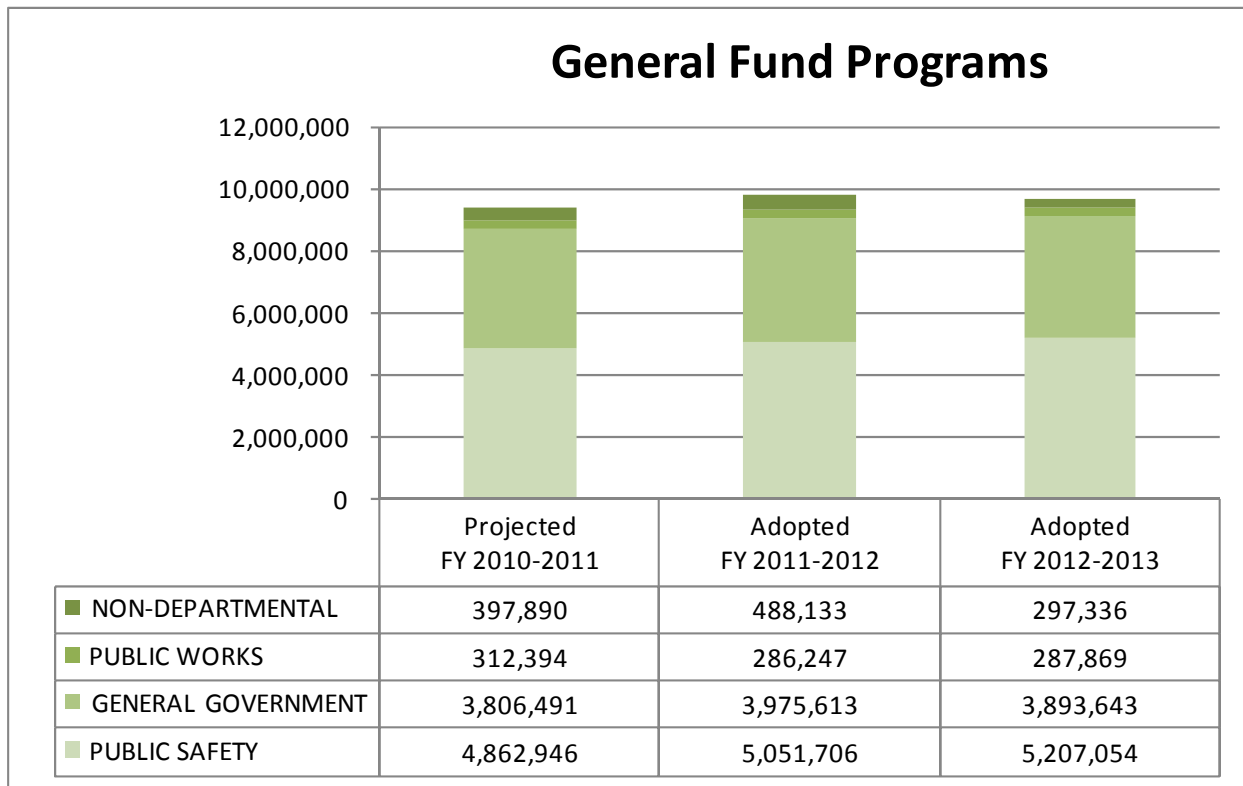
Code Enforcement – the reduction in this department is the elimination of a part-time position.

Patrol and Traffic Enforcement – the maximum contract increase of 5.5 percent for each year is included. The current agreement with the County for Sheriff Services expires in December 2012.

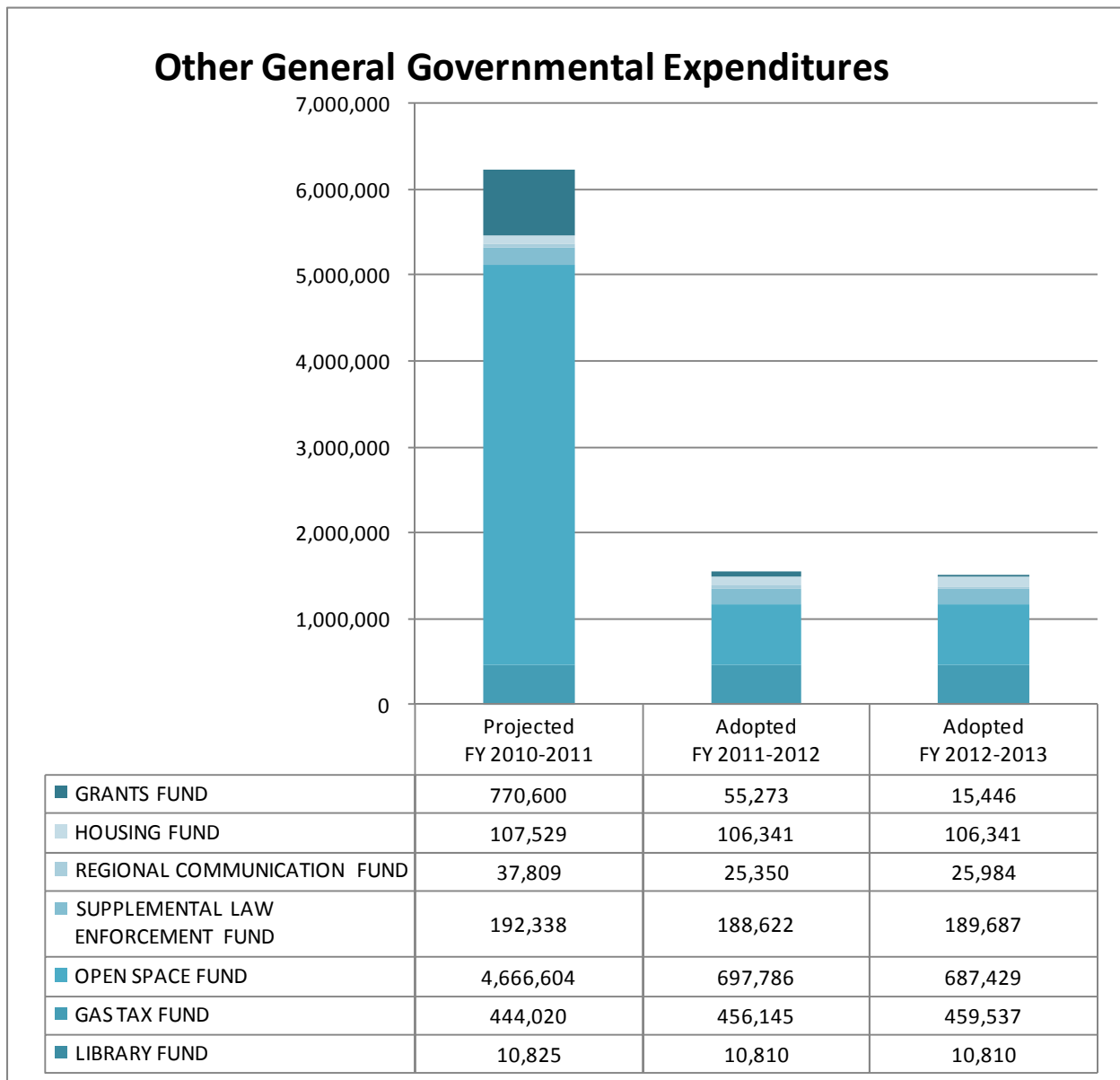
Lifeguard Services – funding in this department includes increases in seasonal salaries for an anticipated busy summer, building and maintenance on 20<sup>th</sup> Street lifeguard tower and funding in the first year to replace deteriorating trailers and to provide a more economical and reliable radio system, and funding in the second year for a new rescue boat and two ATVs.

Fire Protection – funding in this department includes debt service payments for the capital lease financing purchase of a new fire engine that is estimated to cost \$500,000 and for annual increases in the lease payments for the rental of the fire station from the Fairgrounds. Note that Fiscal Year 2011-2012 Fire Employee Services costs are lower than the prior year due to Fire employees paying the full nine percent of the employer share of CalPERS, which was implemented in October 2010. In the second year, Fire costs include the negotiated salary increase of four percent.

Other Facility Maintenance – this program decreased because a variety of upgrades were funded for the TV Studio and Annex during Fiscal Year 2010-2011 that will not need to be funded in the current two-year budget.



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 Government Expenditures decline 73.2 percent in Fiscal Year 2011-2012 compared to the amended projection for Fiscal Year 2010-2011, and decline 2.7 percent in Fiscal Year 2012-2013 compared to Fiscal Year 2011-2012. The largest decline is in the Grants Fund by 92.8 percent in the first year and 72.1 percent in the second year. This is

due to previously projected grant funding of a new fire engine and Downtown Revitalization Outreach in the Fiscal Year 2010-2011 budget that is not included in this two-year budget. The Open Space Fund has the next largest decline of 85.0 percent in the first year and a 1.5 decline in the second year due to the debt service and payoff amount on the Shores Property in Fiscal Year 2010-2011 that is not in the adopted two-year budget. The Regional Communication Systems Fund decreases by 33.0 percent in the first year and increases 2.5 percent in the second year. The decrease in the first year is due to the payoff of the debt related to the City's portion of the 800 MHz safety communications system. The Supplemental Law Fund decreases by 1.9 percent in the first year and increases by 0.6 percent in the second year primarily due to reductions in contractual law enforcement services for special events - with the alcohol ban, less enforcement services have been needed. These decreases are offset by increase in the Gas Tax Fund, which provides for street maintenance, landscape and lighting. This fund increases by 2.7 percent in the first year and by 0.7 percent in the second year primarily due to the outsourcing of street sweeping services. The remaining funds - Library, Housing, and Wildfire Protection Services, are relatively flat.

## **Enterprise Funds**

### **Raw Water**

On June 22, 2009, the City Council passed Resolution 2009-44, declaring a Stage 2 - Drought Alert in response to the San Diego County Water Authority's mandated cutbacks in water use by its member agencies. Del Mar's required cutback of eight percent yielded a total allowable annual water usage of 1343 acre feet beginning July 1, 2009. The Council also established a policy to implement drought rates if adequate conservation did not occur. Fortunately, the conservation efforts of the City and its residents have proven to be highly successful. In Fiscal Year 2009-2010 annual water use declined to 1,128 acre feet and staff estimates that in Fiscal Year 2010-2011 annual water use may end up slightly below 1100 acre-feet. Supply conditions statewide have improved significantly in 2011, leading Governor Jerry Brown to end California's drought declaration on March 30 and the San Diego County Water Authority to end mandatory urban and agricultural water supply cutbacks.

Since Calendar Year 2009, the City has seen its rates for untreated water purchases climb from \$463 per Acre Foot (AF) to the current rate of \$597 per AF. We are projecting continuing increases in raw water and transportation costs and stabilization

of the City's annual water use at approximately 1150 acre-feet. Staff recommends a budget increase of \$167,690 to \$1,100,000 for raw water supply purchases in Fiscal Year 2011-2012. The adopted Fiscal Year 2012-2013 Budget of \$1,200,000 anticipates an additional \$100,000 increase in costs as well.

### **Treated Water**

The current cost to treat our water is \$132.30 per AF. The Fiscal Year 2011-2012 budget of \$173,000 includes our annual capacity fee of \$19,380. The treated water cost estimate of \$185,000 for Fiscal Year 2012-2013 is based upon a projected treated water cost of \$138 per AF.

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

The current estimate from San Diego Wastewater for Fiscal Year 2011-2012 for the cost to treat the City's wastewater is \$776,197. The wastewater treatment budget is recommended at \$800,000 and includes the Metro Commission JPA costs of approximately \$3,500 per year. The budgeted cost estimate for Fiscal Year 2012-2013 is \$832,000.

### **Wastewater Transportation**

The cost to transport the City's wastewater through the San Diego Municipal System prior to its deposition into the Metro System is \$140,000 for Fiscal Year 2011-2012, which represents a decline of \$32,240 in comparison to Fiscal Year 2010-2011. This drop in expected cost is directly attributable to an overall decline in sewage flows resulting from Del Mar's successful water conservation efforts. The cost estimate for wastewater transportation for Fiscal Year 2012-2013 climbs slightly to \$145,600.

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. Most agencies are being asked to execute new agreements which alter the prior terms significantly. Del Mar continues to negotiate terms of this new agreement as the current contract is scheduled to expire in Fiscal Year 2012-2013. One of the remaining unresolved issues includes the construction costs for relocation and reconstruction of Pump Station 65. The City of San Diego at one time requested payment from Del Mar for an amount in excess of \$3,000,000. Staff has been able to negotiate this cost down to approximately \$350,000.

### **Capital Improvement Program**

The City has embarked on a variety of capital improvement projects in recent years and this year's budget continues to fund some of these major efforts. Minor Open Space capital improvements are included in the adopted budget, which includes a total of \$8,600 over the next two fiscal years to continue efforts to improve the City's water efficiency by making improvements to irrigation systems within the City's parks and medians. General CIP expenditures will decrease from \$21,032,525 in Fiscal Year 2010-2011 to \$3,618,795 in Fiscal Year 2011-2012. The vast majority of this budget decrease is attributable to the reduction of construction phase funding for the Torrey Pines Bridge from \$18,862,870 in Fiscal Year 2010-2011 to \$3,000,000 in Fiscal Year 2011-2012. The funding level for the project drops to zero in Fiscal Year 2012-2013. The Torrey Pines Bridge project continues to be 100 percent funded by the State and Federal Highway Administration funds. Transnet, which provides funding for the City's annual street and drainage improvement projects, is projected to increase to \$171,000 in Fiscal Year 2011-2012 and \$178,000 in Fiscal Year 2012-2013. Combined with general fund contributions, Community Development Block Grants, and Gas Tax funds, a total of approximately \$350,000 is made available annually for street and drainage improvement projects. In this year's budget, the City has also made a commitment to providing \$200,000 per year in general funds toward the design and construction of the Beach Safety Center.

The adopted budget continues efforts to keep the City's water reservoirs in good working order by providing funds for the replacement of the old wood roof on the Zuni Reservoir. The current estimated construction cost is \$900,000 and a total of \$600,000 has been budgeted for the work, \$150,000 in Fiscal Year 2011-2012 for design and \$450,000 in Fiscal year 2012-2013 for construction. Construction of the annual water maintenance project is scheduled to occur in Fiscal Year 2012-2013 with a two-year total of \$150,000 in design and construction funds budgeted.

In regards to the Sewer Fund, replacement of the 21<sup>st</sup> Street Pump Station will be achieved in Fiscal Year 2011-2012. This project is financed by a low interest loan from the State Revolving Fund. \$30,000 in funds for engineering of the annual sewer maintenance project and \$25,000 for telemetry system upgrades are budgeted for Fiscal Year 2011-2012. For Fiscal Year 2012-2013, construction of the annual sewer maintenance project is projected to cost \$120,000.

Both the water and sewer capital programs for Fiscal Year 2011-2012 include \$12,500 each for a total of \$25,000 to replace a portion of the roof on the 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 13.02 and 11.19 percent, respectively. Other reserves within the General Fund include a restricted Self-Insurance Reserve, which is funding the City's self-insured retention of \$125,000 and anticipated costs for outstanding claims and litigation. The reserve level is projected to be \$261,640 in the first year, and \$274,060 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. The reserve for Sidewalk Cafés is projected to have additions of approximately \$4,000 in each year of the budget. This reserve is funded by fees from the sidewalk cafes, and is dedicated towards downtown streetscape improvements. The Software Licensing Reserve is expected to remain constant at approximately \$7,000, without additional funding or expenditures, in this two-year budget cycle. The City's Deposits Reserve is projected to remain at \$60,000 for both years to fund for any unclaimed deposits. The CalPERS reserve which was created to fund any potential rate increase due to the large losses in the CalPERS portfolio will remain at \$200,000 for both fiscal years. The City's Equipment Replacement Fund provides a mechanism to manage the procurement of capital equipment. The Equipment Replacement Reserve is funded by depreciation schedules to the equipment designated in this fund. After four years of deferring additions to this reserve, \$100,000 will be added in each fiscal year of this budget. The Fiscal Year 2011-2012 draw from this fund is \$200,750 and the draw is \$10,150 in Fiscal Year 2012-2013. Included in the draw in Fiscal Year 2011-2012 is a \$100,000 down payment towards the purchase of a fire engine, replacement vehicles of \$80,000 for Lifeguard Services and the Park Ranger, and approximately \$21,000 for the Information Systems Department to replace a core switch processor, server, and wireless access points. The purchase in the second year is

the General Fund's portion of a replacement vehicle for Public Works. The ending balance for this fund is projected at \$342,880 in Fiscal Year 2011-2012 and \$432,730 in Fiscal Year 2012-2013.

In the Open Space Fund, the City's Tree Reserve which funds the fuel reduction programs by the Fire Department is expected to be drawn down to \$15,718 in Fiscal Year 2011-2012 and to \$500 in Fiscal Year 2012-2013. The Open Space Acquisition Fund was exhausted completely with the funding of the Shores Property debt service during Fiscal Year 2010-2011.

In the Grants Fund, a balance is not typically maintained; however, the amounts of \$8,471 in the first year and \$12,397 in the second year represent unspent CSA17 funds for the Fire Department which may be accumulated to spend on needed equipment and supplies.

Finally, the City's Workers' Compensation Fund is considered to be a special purpose fund through which the City is self-insured for its Workers' Compensation liability. A new actuarial study is expected to be completed by the end of September, however, previous studies has indicated that the City is comfortably funded.

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 \$1,326,357 and \$751,357. The Fund is projected to have an unreserved contingency of \$141,391 and \$133,116 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 \$1,503,145 and second year at \$1,833,145. Note that unreserved contingencies of \$1,054,904 and \$1,274,431 are ample to fund any shortfalls in the specific reserves. The Sewer Fund will also be supporting the purchase of a Vactor Truck, a single truck-mounted vacuum liquidator/jetter combination unit. The new unit, which will replace the City's two aging separate and malfunctioning units, will allow future Public Works vehicles to be downsized from their current  $\frac{3}{4}$  ton rating, lower worker injury risk, and significantly improve equipment access and operational usage at a cost of approximately \$256,000.

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, 2009**

A handwritten signature in black ink, appearing to be 'H.R.' followed by a flourish.

President

A handwritten signature in black ink, appearing to be 'Jeffrey R. Egan'.

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, 2009. 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.

*California Society of Municipal Finance Officers*

Certificate of Award  
For

*Excellence in Operating Budgeting*

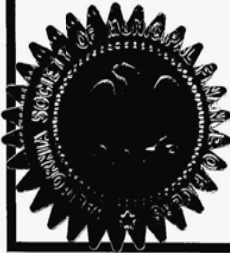
*Fiscal Year 2009-2010*

*The California Society of Municipal Finance Officers (CSMFO) proudly presents this certificate to*

**City of Del Mar**

*For meeting the criteria established to achieve the EXCELLENCE AWARD in the OPERATING BUDGET CATEGORY.*

*February 18, 2010*



*Thomas Fil*

Thomas Fil  
CSMFO President

*Pamela Arends-King*

Pamela Arends-King, Chair  
Budgeting & Financial Reporting

RESOLUTION 2011-45

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF DEL MAR,  
CALIFORNIA, ADOPTING THE FISCAL YEARS 2011-2012 AND 2012-  
2013 OPERATING AND CAPITAL BUDGET

WHEREAS, on May 10, 2011 and May 11, 2011, the City Council of the City of Del Mar held Budget Workshops to review the recommendations for the Fiscal Years 2011-2012 and 2012-2013 Operating and Capital Budget; and

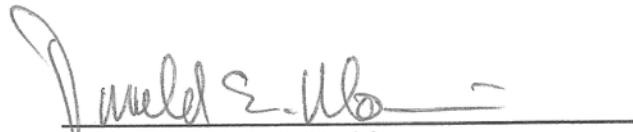
WHEREAS, the City Council has been presented with and has reviewed and approved the Capital Program for Fiscal Years 2011-2012 and 2012-2013 Operating and Capital Budget along with additional recommendations and appropriations setting the levels of reserves and transfers in and transfers out between funds, and other related expenditures.

NOW, THEREFORE, BE IT RESOLVED by the City Council of the City of Del Mar, California, that the above recitals are true and correct.

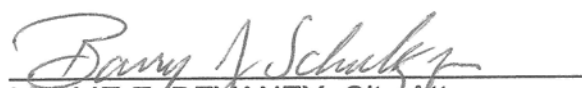
BE IT FURTHER RESOLVED, that the Fiscal Years 2011-2012 and 2012-2013 Operating and Capital Improvement Budget is approved and adopted as shown on Exhibit "A" to the resolution; and

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, APPROVED AND ADOPTED by the City Council of the City of Del Mar, California, at a Regular Meeting held on the 6th day of June 2011.

  
DONALD MOSIER, Mayor  
City of Del Mar

APPROVED AS TO FORM:

  
LESLIE E. DEVANEY, City Attorney  
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 2011-45, adopted by the City Council of the City of Del Mar, California, at a Regular Meeting held the 6th day of June 2011, by the following vote:

AYES:	Mayor Mosier, Deputy Mayor Hilliard, Council Member Filanc, Haydu and Sinnott
NOES:	None
ABSENT:	None
ABSTAIN:	None

  
\_\_\_\_\_  
MERCEDES MARTIN, City Clerk  
City of Del Mar

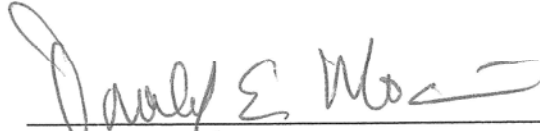
RESOLUTION NO. 2011 - 46

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, AND FIREFIGHTERS

WHEREAS, the City Council has been presented with and has reviewed the compensation plans for Management and Professional, General and Seasonal employees, and Firefighters for inclusion in the Fiscal Years 2011-2012 and 2012-2013 Operating and Capital 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, Seasonal, and Firefighter employees as shown in Exhibit "A".

PASSED, APPROVED AND ADOPTED by the City Council of the City of Del Mar, California, this 6<sup>th</sup> day of June 2011.



\_\_\_\_\_  
DONALD MOSIER, Mayor  
City of Del Mar

APPROVED AS TO FORM:




\_\_\_\_\_  
LESLIE E. DEVANEY, City Attorney  
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 2011-46, adopted by the City Council of the City of Del Mar, California at a Regular Meeting held the 6<sup>th</sup> day of June 2011, by the following vote:

AYES: Mayor Mosier, Deputy Mayor Hilliard, Council Member Filanc, Haydu and Sinnott  
NOES: None  
ABSTAIN: None  
ABSENT: None

  
Mercedes Martin, City Clerk  
City of Del Mar

RESOLUTION NO. 2011 - 47

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 2011-2012

WHEREAS, the total net taxable secured and unsecured assessed valuation of the City of Del Mar is now estimated at \$2,587,952,000 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.

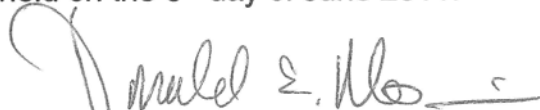
NOW, THEREFORE, BE IT RESOLVED that the property tax rate for the City of Del Mar for the Fiscal Year ending June 30, 2012, be and hereby is established at \$0.00600 per \$100 assessed value which shall be apportioned in the following amount. (Exhibit "A")

WILDFIRE PROTECTION 1999 GENERAL OBLIGATION BONDS:

\$0.00600 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, City Council hereby approves the flat charge assessments for Fiscal Year 2011-2012 as shown on Exhibits "B" and "C".

PASSED, APPROVED AND ADOPTED by the City Council of the City of Del Mar, California, at a Regular Meeting held on the 6<sup>th</sup> day of June 2011.



\_\_\_\_\_  
DONALD MOSIER, Mayor  
City of Del Mar

APPROVED AS TO FORM:



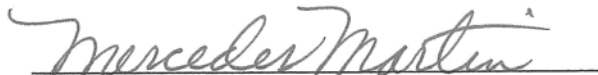
\_\_\_\_\_  
LESLIE E. DEVANEY, City Attorney  
City of Del Mar

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 2011-47, adopted by the City Council of the City of Del Mar, California, at a Regular Meeting held the 6<sup>th</sup> day of June 2011, by the following vote:

AYES:	Mayor Mosier, Deputy Mayor Hilliard, Council Members Filanc, Haydu and Sinnott
NOES:	None
ABSENT:	None
ABSTAIN:	None

  
\_\_\_\_\_  
MERCEDES MARTIN, City Clerk  
City of Del Mar

RESOLUTION NO. 2011 -48

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF DEL MAR,  
CALIFORNIA, ESTABLISHING THE APPROPRIATIONS LIMIT FOR  
FISCAL YEAR 2011-2012

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

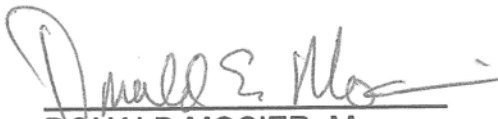
WHEREAS, the City has received inflation and population data from the State Department of Finance to calculate the Fiscal Year 2011-2012 Appropriations Limit; and

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>
1.0251	1.0072	1.0325

NOW, THEREFORE, BE IT RESOLVED that the appropriations limit be established at \$19,922,813 and that the City Council does hereby adopt the annual appropriations limitation for Fiscal Year 2011-2012, 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, APPROVED AND ADOPTED by the City Council of the City of Del Mar, California, at a Regular Meeting held on the 6<sup>th</sup> day of June 2011.

  
DONALD MOSIER, Mayor  
City of Del Mar

APPROVED AS TO FORM:

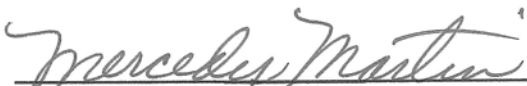
  
\_\_\_\_\_  
LESLIE E. DEVANEY, City Attorney  
City of Del Mar

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. 2011-48, adopted by the City Council of the City of Del Mar, California, at a Regular Meeting held the 6<sup>th</sup> day of June 2011 by the following vote:

AYES: Mayor Mosier, Deputy Mayor Hilliard, Council Members Filanc,  
Haydu and Sinnott  
NOES: None  
ABSENT: None  
ABSTAIN: None

  
\_\_\_\_\_  
MERCEDES MARTIN, City Clerk  
City of Del Mar

RESOLUTION NO. 2011-49

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF DEL MAR, CALIFORNIA, APPROVING THE STATEMENT OF INVESTMENT POLICY FOR FISCAL YEAR 2011-2012, AND DELEGATING THE AUTHORITY TO INVEST CITY FUNDS TO THE CITY TREASURER

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 City funds more particularly set out in Section 53601 of said Code; and

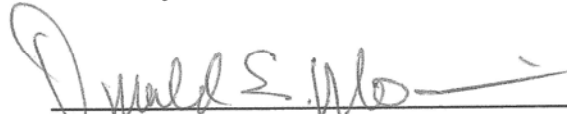
WHEREAS, the City Council, pursuant to Section 53607 of the Government Code is authorized to delegate said authority to the City Treasurer; and

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.

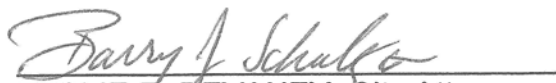
NOW, THEREFORE, BE IT RESOLVED by the City Council of the City of Del Mar, California, that the above recitals are true and correct.

BE IT FURTHER RESOLVED, that the City Council of the City of Del Mar does hereby authorize the City Treasurer to invest City funds and adopt the Statement of Investment Policy as attached in Exhibit "A" of this Resolution.

PASSED, APPROVED AND ADOPTED by the City Council of the City of Del Mar, California, at a Regular Meeting held on the 6<sup>th</sup> day of June 2011.

  
DONALD MOSIER, Mayor  
City of Del Mar

APPROVED AS TO FORM:


  
LESLIE E. DEVANEY, City Attorney  
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. 2011-49, adopted by the City Council of the City of Del Mar, California, at a Regular Meeting held the 6<sup>th</sup> day of June 2011, by the following vote:

AYES: Mayor Mosier, Deputy Mayor Hilliard, Council Members Filanc,  
Haydu and Sinnott  
NOES: None  
ABSENT: None  
ABSTAIN: None

  
\_\_\_\_\_  
MERCEDES MARTIN, City Clerk  
City of Del Mar

## 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” Priorities, Strategic and Operational Initiatives, Council Led Initiatives and Citizen-Community Led Projects.

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 continues the policy of a “true” two-year budget as the Council approved the separate appropriations for both Fiscal Years 2011-2012 and 2012-2013.

The following table illustrates the budget process:

BUDGET PROCESS STEPS	Jan	Feb	Mar	Apr	May	Jun
City Council Workshop	X					
City Council Workshop with Executive Team			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” Priorities, Strategic and Operational Initiatives, Council Led Initiatives, and Citizen-Community Led Projects 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 6, 2011.

### **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” Priorities, Strategic and Operational Initiatives, Council Led Initiatives, and Citizen-Community Led Projects, 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 2011-2012 and Fiscal Years 2012-2013 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 with County of San Diego Investment Fund and 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 interest 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 continues to incorporate a 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 water and sewer rates adopted in 2009 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 1978-1979 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 2011-2012 budget, the appropriation limit for the City of Del Mar is \$19,922,813 which is \$12,224,043 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 2011-2012**

<b>FUND</b>	<b>ESTIMATED FY2011-2012</b>	<b>PROCEEDS OF TAXES</b>	<b>NON-PROCEEDS OF TAXES</b>
<b>GENERAL FUND</b>			
PROPERTY TAX	3,819,050 t	3,819,050	
PROPERTY TAX IN LIEU OF VLF	424,369 t	424,369	
SALES AND USE TAX	1,011,615 t	1,011,615	
PROPERTY TAX IN LIEU OF SALES TAX	389,718 t	389,718	
TRANSIENT OCCUPANCY TAX	1,648,000 t	1,648,000	
FRANCHISE TAXES	338,347 np		338,347
BUSINESS LICENSE TAX	192,299 t	192,299	
REAL PROPERTY TRANSFER TAX	51,500 t	51,500	
SALES TAX - SAFETY	- np		-
LICENSES & PERMITS	16,200 t	16,200	
JUNIOR LIFE GUARDS	48,456 np		48,456
PARKING PERMITS	9,579 np		9,579
MOVING VIOLATIONS	160,739 np		160,739
PENALTIES	4,562 np		4,562
PARKING VIOLATIONS	566,500 np		566,500
ADMINISTRATIVE CITATIONS	27,030 np		27,030
INVESTMENT EARNINGS - PROPERTY TAX	- np		-
INVESTMENT EARNINGS - HOUSING	- np		-
INVESTMENT EARNINGS - SELF INSURANCE	3,353 np		3,353
SIDEWALK CAFE USER FEE	3,969 np		3,969
RENTAL INCOME	52,375 np		52,375
PARKING METER INCOME	536,808 np		536,808
VEHICLE LICENSE FEE	12,240 t	12,240	
PUBLIC SAFETY AUGMENTATION FUND (PSAF)	43,809 t	43,809	
HOMEOWNER EXEMPT	20,400 t	20,400	
OFF HWY IN-LIEU	- t	-	
SOLANA BEACH CONTRACT	15,600 np		15,600
STATE GRANTS	- np		-
FEDERAL GRANTS	- np		-
ON-TRACK PARAMUTUAL	15,966 np		15,966
OFF-TRACK PARAMUTUAL	24,406 np		24,406
SOLID WASTE	3,060 np		3,060
CHARGES FOR PLANNING SERVICES	491,111 np		491,111
HOUSING IN LIEU	- np		-
SALE OF PROPERTY	5,000 np		5,000
ADMINISTRATIVE CHARGE	531,336 np		531,336
NUISANCE ALARM REIMBURSEMENT	3,800 np		3,800
EXPENDITURE REIMBURSEMENT	40,012 np		40,012
BOOKING FEES RETURN	- np		-
MISCELLANEOUS	- np		-
SUB-TOTAL GENERAL FUND	10,511,209	7,629,200	2,882,009
GENERAL INTEREST	19,386	14,071	5,315
<b>TOTAL GENERAL FUND</b>	<b>10,530,595</b>	<b>7,643,271</b>	<b>2,887,324</b>

**CITY OF DEL MAR  
CALCULATION - PROCEEDS OF TAXES  
FY 2011-2012**

<b>FUND</b>	<b>ESTIMATED FY2011-2012</b>		<b>PROCEEDS OF TAXES</b>	<b>NON-PROCEEDS OF TAXES</b>
<b><u>LIBRARY FUND</u></b>				
CONTRIBUTIONS	-	np		-
CONTRIBUTIONS - FRIENDS	-	np		-
<b>TOTAL LIBRARY FUND</b>	<b>-</b>		<b>-</b>	<b>-</b>
<b><u>GAS TAX FUND</u></b>				
INVESTMENT EARNINGS	1,020	np		1,020
STATE GAS TAX	106,080	np		106,080
STATE GRANTS	-	np		-
PERS SURPLUS/INTEREST	-	np		-
FRANCHISE FEE	-	np		-
MISCELLANEOUS	-	np		-
<b>TOTAL GAS TAX FUND</b>	<b>107,100</b>		<b>-</b>	<b>107,100</b>
<b><u>OPEN SPACE FUND</u></b>				
CONSTRUCTION TAX	10,481	t	10,481	
PERMITS	354,569	np		354,569
ON-TRACK PARAMUTUAL	10,644	np		10,644
OFF-TRACK PARAMUTUAL	16,298	np		16,298
STATE GRANTS	-	np		-
FEDERAL GRANTS	-	np		-
LOCAL GRANTS	-	np		-
CONTRIBUTIONS	3,757	np		3,757
TREE MITIGATION	3,000	np		3,000
MISCELLANEOUS	5,150	np		5,150
<b>SUB-TOTAL OPEN SPACE FUND</b>	<b>403,899</b>		<b>10,481</b>	<b>393,418</b>
INVESTMENT EARNINGS	728		19	709
<b>TOTAL OPEN SPACE FUND</b>	<b>404,627</b>		<b>10,500</b>	<b>394,127</b>
<b><u>SUPPLEMENTAL LAW FUND</u></b>				
SUPPLEMENTAL LAW GRANT	-	np		-
<b>TOTAL SUPPLEMENTAL LAW</b>	<b>-</b>		<b>-</b>	<b>-</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>
<b><u>GRANTS FUND</u></b>				
STATE	-	np		-
FEDERAL	-	np		-
LOCAL	44,372	np		44,372
<b>TOTAL GRANTS FUND</b>	<b>44,372</b>		<b>-</b>	<b>44,372</b>
<b><u>HOUSING FUND</u></b>				
INVESTMENT EARNINGS	4,210	np		4,210
CDBG	-	np		-
HOUSING IN LIEU	94,032	np		94,032
<b>TOTAL HOUSING FUND</b>	<b>98,242</b>		<b>-</b>	<b>98,242</b>

**CITY OF DEL MAR  
CALCULATION - PROCEEDS OF TAXES  
FY 2011-2012**

<b><u>FUND</u></b>	<b><u>ESTIMATED FY2011-2012</u></b>	<b><u>PROCEEDS OF TAXES</u></b>	<b><u>NON-PROCEEDS OF TAXES</u></b>
<b><u>WILDFIRE PROTECTION DEBT SERVICE FUND</u></b>			
PROPERTY TAX	180,290 np		180,290
INVESTMENT EARNINGS	1,100 np		1,100
TOTAL WILDFIRE DEBT	181,390	-	181,390
<b><u>CAPITAL IMPROVEMENT FUND</u></b>			
FEDERAL GRANTS	2,672,735 np		2,672,735
STATE GRANTS	344,100 np		344,100
LOCAL GRANTS	- np		-
INVESTMENT EARNINGS	8,000 np		8,000
TOTAL CAPITAL IMPROVE FUND	3,024,835	-	3,024,835
<b><u>PROP 42 FUND</u></b>			
STATE GRANTS	- np		-
INVESTMENT EARNINGS	65 np		65
TOTAL PROP 42 FUND	65	-	65
<b><u>TRANSNET FUND</u></b>			
TRANSNET	171,000 np		171,000
ARRA	- np		-
INVESTMENT EARNINGS	4 np		4
TOTAL TRANSNET FUND	171,004	-	171,004
<b>TOTAL GENERAL GOVERNMENT</b>	<b>14,607,230</b>	<b>7,698,771</b>	<b>6,908,459</b>
<b><u>WORKER'S COMPENSATION FUND</u></b>			
CONTRIBUTIONS	240,723 np		240,723
INVESTMENT EARNINGS	25,000 np		25,000
TOTAL WORKER'S COMPENSATION FUND	265,723	-	265,723

**CITY OF DEL MAR  
CALCULATION - PROCEEDS OF TAXES  
FY 2011-2012**

<b>FUND</b>	<b>ESTIMATED FY2011-2012</b>	<b>PROCEEDS OF TAXES</b>	<b>NON-PROCEEDS OF TAXES</b>
<b><u>WATER UTILITY FUND</u></b>			
PENALTIES	9,463 np		9,463
NON-RATE CHARGES FOR SERVICE	21,396 np		21,396
INVESTMENT EARNINGS	5,646 np		5,646
WATER SALES	1,634,499 np		1,634,499
READY TO SERVICE CHARGE	888,691 np		888,691
CURRENT SERVICE FEES	10,120 np		10,120
FIRE METERS	1,153 np		1,153
GRANT FUNDS	- np		-
CONTRIB. IN AID	- np		-
PERS SURPLUS/INTEREST	- np		-
MISCELLANEOUS	21,224 np		21,224
INTEREST BOND PROCEEDS	- np		-
TOTAL WATER FUND	2,592,192	-	2,592,192
<b><u>CLEAN WATER FUND</u></b>			
PENALTIES	1,500 np		1,500
INVESTMENT EARNINGS	- np		-
SERVICE CHARGES	413,887 np		413,887
GRANT REVENUE	5,000 np		5,000
TOTAL CLEANWATER FUND	420,387	-	420,387
<b><u>SEWER UTILITY FUND</u></b>			
PENALTIES	10,395 np		10,395
INVESTMENT EARNINGS	9,000 np		9,000
SERVICE CHARGES	1,196,668 np		1,196,668
USAGE CHARGES	1,925,619 np		1,925,619
INCLUSION FEES	6,046 np		6,046
CONTRIB IN AID	- np		-
PERS SURPLUS/INTEREST	- np		-
MISCELLANEOUS	5,306 np		5,306
CITY OF SAN DIEGO	31,835 np		31,835
BOND PROCEEDS	- np		-
TOTAL SEWER FUND	3,184,869	-	3,184,869
TOTAL ALL FUNDS	21,070,401	7,698,771	13,371,630
PROP 4 LIMIT		19,922,813	
OVER/(UNDER) LIMIT		(12,224,043)	

## CITY COUNCIL PRIORITIES

### Background

Del Mar is a beach community of approximately 4,161 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 January or February, 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” Priorities, Strategic and Operational Initiatives, Council Led Initiatives, and Citizen-Community Led Projects. 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 midyear 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 2011-2012 and 2012-2013

### CITY 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.

### OVERALL GOALS AND OBJECTIVES

- GOAL 1: Preserve and enhance the community character of the City with emphasis on natural resources.**
- 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.**
- GOAL 3: Communicate effectively with and engage the community.**
- GOAL 4: Provide leadership to influence decisions that impact the local and regional communities.**

### CITY COUNCIL "MUST-DO" PRIORITIES, STRATEGIC AND OPERATIONAL INITIATIVES, COUNCIL LED INITIATIVES, AND CITIZEN-COMMUNITY LED PROJECTS

#### "Must-Do" Priorities

"Must-Do" Priorities are those projects that are important to the City's financial solvency, crucial to public safety or public service delivery, are required by local, state, or federal mandate, or have funding opportunities.

Fairgrounds Purchase Proposal July 2011 - January 2012

Beach Safety Center Under Construction  
Construction documents/Permit Ready June 2011  
RFP & Award Construction Contract August/September 2011  
Start construction day after Labor Day September 2011  
Construction end before Memorial Day June 2012

Utility Undergrounding on Camino del Mar July 2011 - June 2012

Construction of the North Torrey Pines Bridge Project

Construction Began	December 2010
Construction Ongoing	June 2011
Project Complete	September 2013
Construction of the 21st Street Pump Station	
Construction Began	April 2010
Construction Ongoing	June 2011
Project Complete	April 2012
Annual Street & Drainage (Streetscape)	
Design Complete	July 2011
Construction Begins	September 2011
Project Complete	January 2012
Housing Element Update	
Initiate Element Update with RHNA allocation	November 2011
Draft Element to Planning Commission	February 2012
Draft Element to HCD for Review	June 2012
HCD Certification	March 2013
<b><u>Strategic Initiatives</u></b>	
Strategic Initiatives are those projects that are not “Must-Do” Priorities, but will aid towards advancing the City in its goal and objectives and will enhance that City financially.	
Downtown Revitalization-Specific Plan	
Continue Community Input Phase	June 2011
Initiate development of draft Village Plan	July 2011
Community review of Draft Plan	October 2011
CEQA Compliance Documentation	January 2012
Community Outreach Program	May 2012
Council Adoption	June 2012
Community Vote	November 2012
Coastal Commission Review	December 2012
Parking Code Update	
TPAC Initiation and Review	April 2011
Environmental Review	July 2011
CEQA Environmental Review	August 2011
Council Adoption	December 2011
Coastal Commission LCP Certification	December 2012
Influence SANDAG to be responsive to our transportation priorities quicker	July 2011 – June 2013

## Operational Initiatives

Operational initiatives are those projects that not needed to be done immediately, but will pro-actively aid in the operation of the City.

29th Street Park Pay & Display Plan	July 2011 – December 2011
Reserve Park Ranger Program	July 2011 – June 2013
Assessment of Pension Costs and Safety Costs	July 2013 – July 2014
Zoning Update	
Planning Commission review to initiate changes	July 2012
Draft Zoning Code preparation	July 2012
City Council Review	September 2012
Coastal Commission Review	November 2012
Coastal Commission Certification	November 2013
Shores Property Master Plan	
RFP and Consultant Selection	July 2013
Initiate Public Workshops	August 2013
Draft Master Plan Preparation	September 2013
Public Review Workshops	September 2014
Park & Recreation Committee Review	February 2015
City Council Adoption	May 2015
Del Mar Fairgrounds Revenue Recovery	July 2011 – December 2012
Pedestrian and Bicycle Plan (Circulation Element)	
RFP and Consultant Selection	July 2014
Public Workshops	October 2014
TPAC Review and Workshops	March 2015
Planning Commission Review	July 2015
City Council Adoption	September 2015
Community Plan Update	
RFP and Consultant Selection	July 2014
Public Workshops	November 2014
Environmental Review	June 2015
Planning Commission Review	September 2015
City Council Adoption	December 2015
Coastal Commission Certification	June 2016
Parking Program, includes Pay & Display Machines to pay for Streetscape Improvements; Review of Citywide Parking Permits, including beach and coastal areas	

Public Input Period/Workshops/TPAC Review	July 2013
California Coastal Commission (CCC) Review	October 2013
Revise per CCC and seek community input	January 2014
Map locations for signs & machines	March 2014
Seek community approval	May 2014
Order Park-Pay-Display machines	September 2014
Install machines and signs	December 2014

Coordination with North County Transportation District (NCTD)	
NCTD Project - Bluff Stabilization	Based on NCTD
NCTD Project - Wireless Antenna	Based on NCTD
NCTD Project - Train Platform on Fairgrounds	Based on NCTD
NCTD Project - Mobility Project	Based on NCTD

**Council Led Initiatives (Unfunded)**

Count Led Initiatives are those projects that the City Council will organize and lead.

Community Outreach (Citizen Advisory Committee)	
Define scope and establish committee	July 2011
Assist Council and staff in public outreach	Ongoing
City Council/Community Volunteer Efforts	
Develop guidelines for recognition of volunteers	July 2011
Review Council Advisory Committees	August 2011
Review and standardized committee resolutions	October 2011
Create checklist/guidelines for Council liaisons to Council Advisory Committees	December 2011
Review success of efforts	June 2012

**Citizen-Community Led Projects (no priority order)**

Citizen-Community Led Projects are those projects led by private citizens or Del Mar community groups.

Alvarado House	July 2013 – May 2015
NCTD Railroad Crossing (Wayside Horn)	Not determined
Community Garden at the Shores	July 2013 – May 2015

Five Year Visioning	July 2011				July 2012				July 2013				July 2014				July 2015			
	FY: 2011-2012				2012-2013				2013-2014				2014-2015				2015-2016			
quarter:	1	2	3	4	1	2	3	4	1	2	3	4	1	2	3	4	1	2	3	4
Community Outreach Advisory Committee																				
Camino del Mar Streetscape Projects																				
21st Street Pump Station Construction																				
Fairgrounds Purchase Proposal																				
Community Volunteer Efforts																				
Beach Safety Center																				
Utility Undergrounding - Camino del Mar																				
Village Revitalization Plan																				
Parking Code Update																				
Del Mar Fairgrounds Revenue Recovery																				
Torrey Pines Bridge Replacement																				
Housing Element Update																				
Zoning Code Updates																				
City Hall Property Redevelopment																				
Coast Parking/Pay & Display																				
Shores Property Master Plan																				
Pedestrian & Bicycle Plan/Circulation Element																				
Community Plan Land Use Element Update																				



## FUND OVERVIEW

The City of Del Mar uses Governmental Funds to account for services funded through non-exchange revenues – mainly taxes. The following is a brief overview of the City of Del Mar’s funds structure:

- The General Fund is the primary operating fund. It accounts for all financial resources of the general government, except those required to be accounted for in another fund. Major revenue sources are property tax, sales tax, Transient Occupancy Tax (TOT), parking violations and parking meter income, planning charges, and the administrative charge from Enterprise Funds. Major expenditures are public safety, general government, and public works expenditures.
- The Open Space Fund accounts for park and beach maintenance and the Powerhouse Community Center maintenance and operations. It is partially funded by facility use permits for the community center.
- The Capital Improvement Project Fund is used to account for the financial resources used for the acquisition or construction of major property, equipment, or facilities (other than those financed by the proprietary funds). Major revenue sources are grant funding and private contributions.

Enterprise Funds account for “business-type activities” similar to those in the private sector which are funded through user charges. The City has the following major enterprise funds:

- The Water Fund is used to account for the operation, maintenance, and capital facility financing of the City's water system. Its major revenue source is from user charges.
- The Wastewater Fund is used to account for the operation, maintenance, and capital facility financing of the City's wastewater system. Its major revenue source is from user charges.

The City has the following non-major enterprise fund:

- The Clean Water Fund accounts for the mandated costs of the City’s National Pollution Discharge Eliminations System (NPDES) permit. Its major revenue source is from user charges.

Additionally, the City has the following fund types:

- Special Revenue Funds are used to account for revenues derived from specific sources which are usually required by law or administrative regulation to be accounted for in a separate fund.
  - The Gasoline Tax Fund is used to account for state gasoline taxes received by the City. These funds may be used for street maintenance, right-of-way acquisition, and street construction.
  - The Supplemental Law Enforcement Funds are used to account for grant revenue received by the City from the State of California for supplemental law enforcement expenditures.
  - The Regional Communications System Funds are used to account for revenue received by the City to maintain its portion of the San Diego County and Imperial County Regional Communications System.
  - The Grants Fund accounts for federal, state and local grants received by the City and the expenditure of those funds.
  - The Housing Fund accounts for in-lieu payments from developers and expenditures in support of low-income housing.
- Debt Service Funds are used to account for bond proceeds required to be set aside for future debt service and related interest income. The funds are used to repay principal and interest on long-term indebtedness of the City.
  - The Wildfire Debt Service Fund accounts for the accumulation of resources and payment of the Wildfire Protection general obligation bond principal and interest from governmental resources.
- Capital Projects Funds are used to account for the financial resources to be used for the acquisition or construction of major capital facilities.
  - The Prop 42 Capital Project Fund accounts for state gasoline taxes used for street maintenance, right-of-way acquisition, and street construction.
  - The Regional Transportation Congestion Improvement Program Fund (RTCIP) accounts for fees received on new development used to mitigate the impacts of residential development.

- The Transnet II Capital Project Fund accounts for the financial resources to be used for the acquisition or construction of capital facilities.
- The Internal Service Fund is used to account for the workers' compensation services provided to other departments of the City.

## 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 40 percent 41 percent of General Fund revenues for Fiscal Years 2011-2012 and 2012-2013, 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 13 percent of General Fund revenues for both Fiscal Years 2011-2012 and 2012-2013. The current sales tax rate in San Diego County is 7.75 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 2011-2012 are projected to increase 2.5 percent compared to Fiscal Year 2010-2011 and then increase by another 2.5 percent for Fiscal Year 2012-2013.

## **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 of General Fund revenues for both Fiscal Years 2011-2012 and 2012-2013.

The current estimate for Fiscal Years 2011-2012 and 2012-2013 is three percent more than the previous fiscal year. A one percent increase in the TOT rate was effective July 1, 2009, and the City has seen an upturn in visitors and TOT collections.

## **OTHER TAXES**

Other taxes are approximately six percent of General Fund revenues. This category includes franchise taxes of approximately \$338,000 and \$342,000 for Fiscal Years 2011-2012 and 2012-2013, 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.

The Real Property Transfer Tax estimate of \$50,000 for both fiscal years is an average of historical revenues and reflects minimal increases from the previous years.

The economic crisis has impacted the Business License Tax. Business license revenue, estimated at \$192,000 and \$196,000 for Fiscal Years 2011-2012 and 2012-2013, respectively, constitutes almost two percent of General Fund revenues for both fiscal years. Estimates are based on historical information together with estimates for new business revenues.

## **LICENSES AND PERMITS**

Licenses and permits are revenues collected for taxicab operation permits, 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 three percent in both fiscal years because of increased activity and due to having parking machines that accept credit cards.

Revenue from Parking Violations is estimated to be approximately \$567,000 and \$583,000 for Fiscal Year 2011-2012 and Fiscal Year 2012-2013, 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 \$107,000 and \$109,000 for Fiscal Year 2011-2012 and Fiscal Year 2012-2013, respectively, 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 \$52,000 and \$44,000 for Fiscal Years 2011-2012 and 2012-2013, respectively, reflects several rental agreements and the end of the Del Mar Unified School District's rental of the Shores Property.

## **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 0.3 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 and on-line gambling. 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.

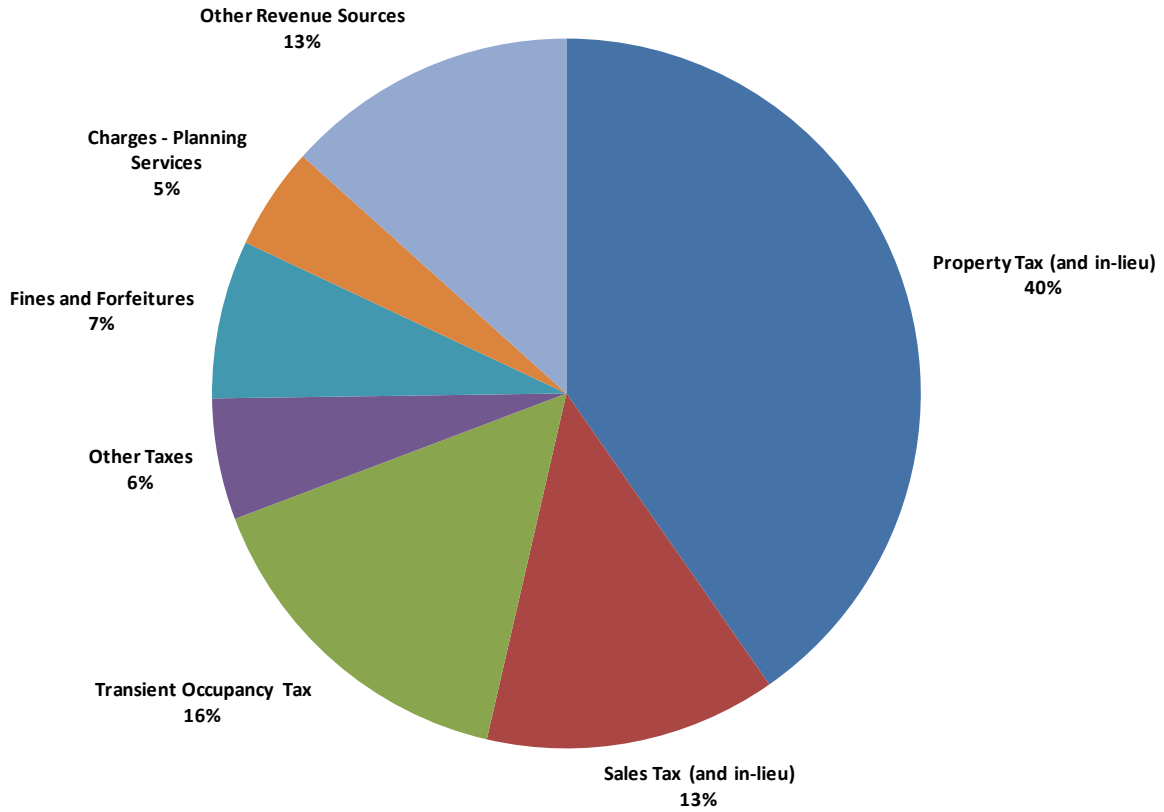
## **CHARGES FOR SERVICES**

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 \$211,000 in Fiscal Year 2011-2012 and \$222,000 in Fiscal Year 2012-2013 for Building Services, and \$60,000 in Fiscal Year 2011-2012 and \$66,000 in Fiscal Year 2012-2013 for Engineering Services is mostly offset by the costs of the outside contractors that operate each program. Projected Planning Services Revenue is almost \$220,000 and \$225,000 for Fiscal Years 2011-2012 and 2012-2013, respectively.

## **OTHER REVENUE SOURCES**

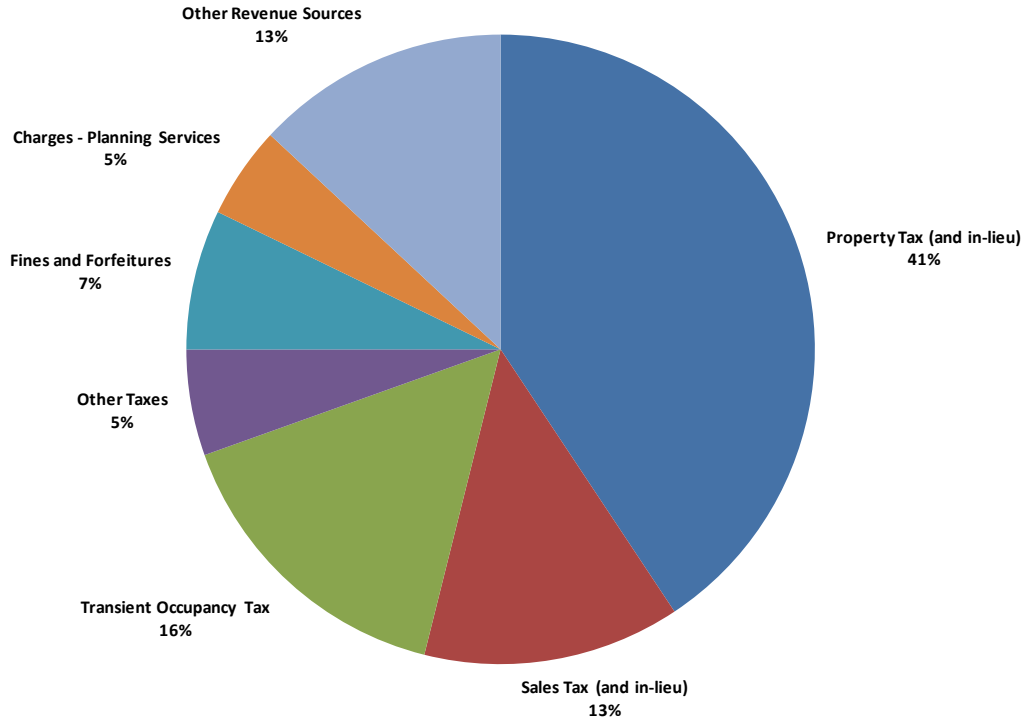
The primary source of revenue in this classification is the Administrative Charge, an allocation of approximately \$531,000 and \$547,000 for Fiscal Years 2011-2012 and 2012-2013, respectively, from the Water and Sewer Enterprise funds based on an updated cost allocation study completed in Fiscal Year 2008-2009. Miscellaneous revenues from a number of different sources including First Responder revenue, sale of property, 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 2011-2012**



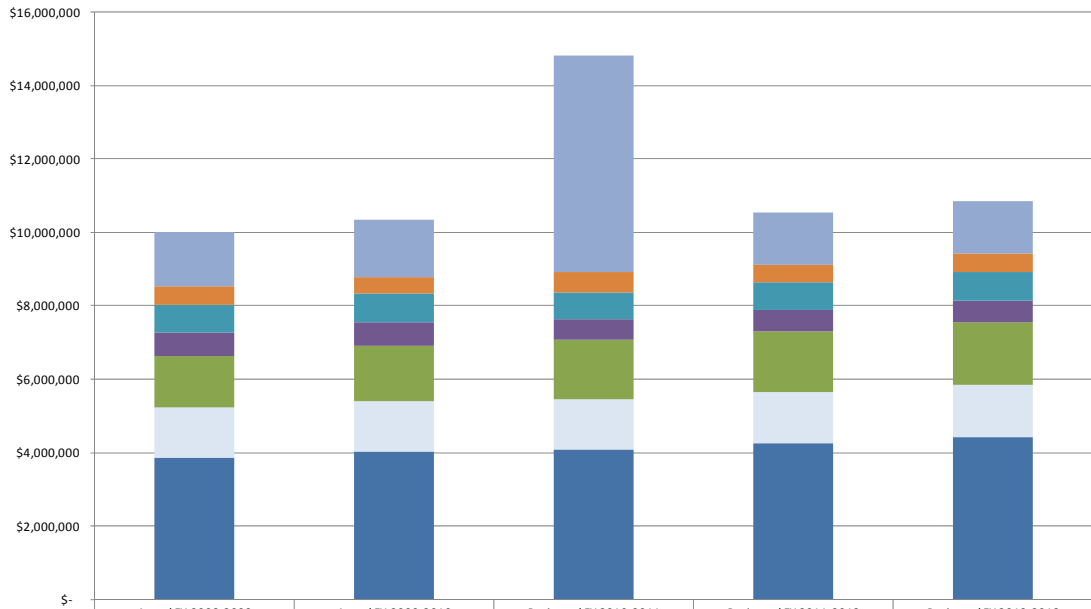
	Adopted FY 2011-2012
General Fund Revenues	
Property Tax (and in-lieu)	\$ 4,243,419
Sales Tax (and in-lieu)	1,401,333
Transient Occupancy Tax	1,648,000
Other Taxes	582,145
Fines and Forfeitures	758,831
Charges - Planning Services	491,111
Other Revenue Sources	1,405,755
<b>Total Projected General Fund Revenues</b>	<b><u>\$ 10,530,594</u></b>

**City of Del Mar  
Projected General Fund Revenues  
Fiscal Year 2012-2013**



	Adopted FY 2012-2013
General Fund Revenues	
Property Tax (and in-lieu)	\$ 4,413,155
Sales Tax (and in-lieu)	1,436,366
Transient Occupancy Tax	1,697,440
Other Taxes	590,920
Fines and Forfeitures	780,254
Charges - Planning Services	513,222
Other Revenue Sources	1,419,662
<b>Total Projected General Fund Revenues</b>	<b><u>\$ 10,851,019</u></b>

**City of Del Mar  
General Fund Revenues Trend  
Five Fiscal Years**



	Actual FY 2008-2009	Actual FY 2009-2010	Projected FY 2010-2011	Projected FY 2011-2012	Projected FY 2012-2013
Other Revenue Sources	1,483,878	1,570,441	5,896,295	1,405,755	1,419,662
Charges - Planning Services	503,930	445,222	560,000	491,111	513,222
Fines and Forfeitures	761,014	781,733	733,151	758,831	780,254
Other Taxes	636,709	640,677	573,525	582,145	590,920
Transient Occupancy Tax	1,418,345	1,505,530	1,600,000	1,648,000	1,697,440
Sales Tax (and in-lieu)	1,362,060	1,367,739	1,367,154	1,401,333	1,436,366
Property Tax (and in-lieu)	\$3,856,835	\$4,029,759	\$4,099,921	\$4,243,419	\$4,413,155

## GENERAL FUND EXPENDITURES ANALYSIS

The General Fund represents 45 percent and 52 percent of the City's expenditures in Fiscal Year 2011-2012 and Fiscal Year 2012-2013, 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.

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 two-year budget includes no salary increases or cost of living adjustments for the Management, Professional, and General employees. The Firefighters have a negotiated four percent increase in the second half of the second year.

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 52 percent and 54 percent of the General Fund total for Fiscal Years 2011-2012 and 2012-2013, 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 with a new Fire Management Services Cooperative Agreement with the Cities of Solana Beach and Encinitas and the

Rancho Santa Fe Fire Protection District effective October 15, 2009. 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. In the last two-year budget, the City Manager successfully negotiated a change in delivery of service resulting in a reduction of costs. The City continues to explore ways 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 41 and 40 percent of General Fund expenditures in Fiscal Years 2011-2012 and 2012-2013, respectively.

## **PUBLIC WORKS**

The public works category, three percent of General Fund expenditures, for both fiscal years includes both general public works and engineering. With the inclusion of general governmental funds, this category is four percent for Fiscal Year 2011-2012 and five percent for Fiscal Year 2012-2013, of the total and includes Street Maintenance, Streetlights and Signs, Street Maintenance, Street Landscaping in the Gas Tax Fund, and Park Maintenance in the Open Space Fund.

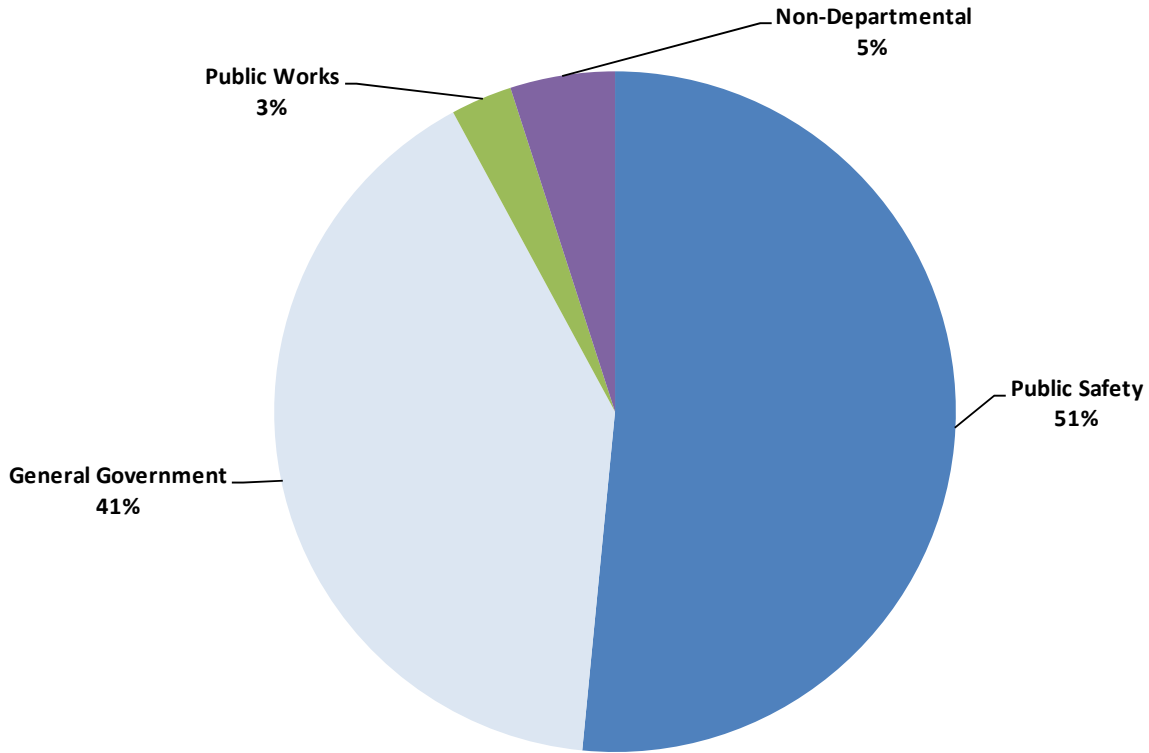
## **PLANNING**

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 15 percent for Fiscal Year 2011-2012 and 15 percent for Fiscal Year 2012-2013, of the General Fund expenditures and has significant responsibility in the enforcement of ordinances, which are generally far more stringent than most California communities. Planning programs recover approximately 30 and 32 percent (\$431,000 and \$447,000 for Fiscal Years 2011-2012 and 2012-2013, respectively) of the cost in permit and inspection fees for the first and second years, respectively.

## **NON-DEPARTMENTAL**

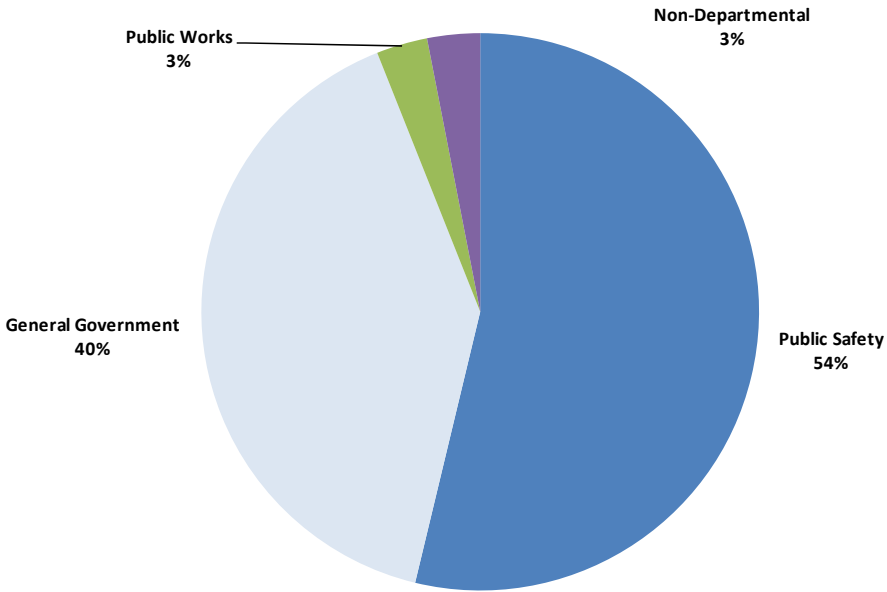
Programs included in this category are expenditures towards Community Support, City Memberships, and operations and maintenance of the City's TV studio and City Hall. The Equipment Replacement category is for capital equipment fully funded from a separate reserve in the General Fund and in the first year of the budget, includes a \$100,000 down payment towards a capital-leased purchase of a first-line fire engine.

**City of Del Mar  
Adopted General Fund Expenditures  
Fiscal Year 2011-2012**



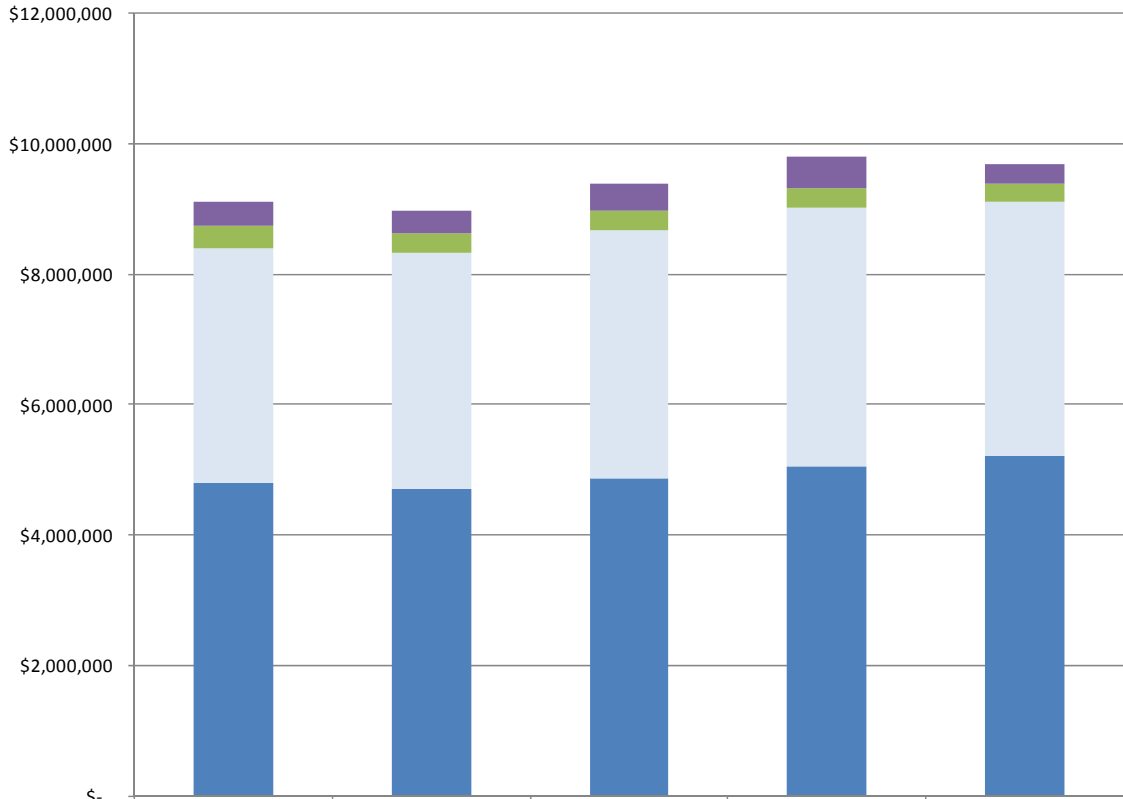
General Fund Expenditures	Adopted Fiscal Year 2011-2012
Public Safety	\$ 5,051,707
General Government	3,975,613
Public Works	286,247
Non-Departmental	488,133
<b>Total</b>	<b>\$ 9,801,700</b>

**City of Del Mar  
Adopted General Fund Expenditures  
Fiscal Year 2012-2013**



General Fund Expenditures	Adopted Fiscal Year 2012-2013
Public Safety	\$ 5,207,054
General Government	3,893,643
Public Works	287,869
Non-Departmental	297,336
<b>Total</b>	<b>\$ 9,685,902</b>

### City of Del Mar General Fund Expenditures Trend Five Fiscal Years



	Actual FY 2008-2009	Actual FY 2009-2010	Projected FY 2010-2011	Adopted FY 2011-2012	Adopted FY 2011-2012
■ Non-Departmental	359,859	364,849	397,890	488,133	297,336
■ Public Works	365,763	283,653	312,394	286,247	287,869
■ General Government	3,594,549	3,622,643	3,806,491	3,975,613	3,893,643
■ Public Safety	\$4,790,911	\$4,711,651	\$4,862,946	\$5,051,707	\$5,207,054

**CITY OF DEL MAR  
FISCAL YEAR 2011 - 2012  
OPERATING AND CAPITAL IMPROVEMENT BUDGET  
RESERVE SUMMARIES**

RESERVE TITLE	ESTIMATED BEG. BALANCE JULY 1, 2011	REVENUE FY2012	O & M EXPENDITURES FY2012	CIP EXPENDITURES FY2012	TRANSFERS IN FY2012	TRANSFERS (OUT) FY2012	PROJECTED ENDING BALANCE JUNE 30, 2012
<b>GENERAL FUND</b>							
CONTINGENCY	13.02% \$ 1,725,030	\$ 10,523,272	\$ (9,587,950)	\$ -	\$ 20,000	\$ (1,432,463)	1,247,890
<b>RESTRICTED:</b>							
HOUSING	-	-	-	-	-	-	-
SELF-INSURANCE	249,287	3,353	(13,000)	-	22,000	-	261,640
<b>DESIGNATED:</b>							
ENCUMBRANCES	-	-	-	-	-	-	-
REVENUE LOSS	500,000	-	-	-	-	-	500,000
SIDEWALK CAFÉS	4,084	3,969	-	-	-	-	8,053
SOFTWARE LICENSING	6,960	-	-	-	-	-	6,960
DEPOSITS	60,000	-	-	-	-	-	60,000
UNDERGROUNDING RESERVE	-	-	-	-	-	-	-
PERS RESERVE	200,000	-	-	-	-	-	200,000
LEAVE LIABILITY	155,041	-	-	-	-	-	155,041
EQUIPMENT REPLACEMENT	443,630	-	(200,750)	-	100,000	-	342,880
<b>TOTAL GENERAL FUND</b>	<b>3,344,032</b>	<b>10,530,594</b>	<b>(9,801,700)</b>	<b>-</b>	<b>142,000</b>	<b>(1,432,463)</b>	<b>2,782,463</b>
<b>LIBRARY FUND</b>							
CONTINGENCY	-	-	(10,810)	-	10,810	-	-
<b>GAS TAX FUND</b>							
CONTINGENCY	-	107,100	(456,145)	-	349,045	-	-
ENCUMBRANCES	-	-	-	-	-	-	-
	-	107,100	(456,145)	-	349,045	-	-
<b>OPEN SPACE FUND</b>							
CONTINGENCY	-	404,627	(697,786)	(6,600)	299,760	-	-
<b>DESIGNATED:</b>							
ENCUMBRANCES	-	-	-	-	-	-	-
OPEN SPACE ACQUISITION	-	-	-	-	-	-	-
RIVERMOUTH OPENING	1,756	-	-	-	-	-	1,756
TREE RESERVE	32,718	-	-	-	3,000	(20,000)	15,718
SAND REPLENISHMENT	-	-	-	-	-	-	-
<b>TOTAL OPEN SPACE FUND</b>	<b>34,474</b>	<b>404,627</b>	<b>(697,786)</b>	<b>(6,600)</b>	<b>302,760</b>	<b>(20,000)</b>	<b>17,474</b>
<b>GRANTS</b>							
RESTRICTED	19,372	44,372	(55,273)	-	-	-	8,471
<b>HOUSING</b>							
RESTRICTED	726,294	98,242	(106,341)	-	-	-	718,195
<b>SUPPLEMENTAL LAW FUND</b>							
RESTRICTED	-	-	(188,622)	-	188,622	-	-
<b>REGIONAL COMMUNICATION FUND</b>							
RESTRICTED	19,336	45,000	(25,350)	-	-	-	38,986
<b>WILDFIRE PROTECTION BOND DEBT</b>							
RESTRICTED	213,034	181,390	(176,040)	-	-	-	218,384
<b>CAPITAL IMPROVEMENT FUND</b>							
CONTINGENCY	49,604	3,024,835	-	(3,441,130)	416,691	-	50,000
RESERVE FOR CAPITAL	174,947	-	-	-	-	-	174,947
<b>TOTAL CAPITAL IMPROVEMENT FUND</b>	<b>224,551</b>	<b>3,024,835</b>	<b>-</b>	<b>(3,441,130)</b>	<b>416,691</b>	<b>-</b>	<b>224,947</b>

**CITY OF DEL MAR  
FISCAL YEAR 2011 - 2012  
OPERATING AND CAPITAL IMPROVEMENT BUDGET  
RESERVE SUMMARIES**

RESERVE TITLE	ESTIMATED BEG. BALANCE JULY 1, 2011	REVENUE FY2012	O & M EXPENDITURES FY2012	CIP EXPENDITURES FY2012	TRANSFERS IN FY2012	TRANSFERS (OUT) FY2012	PROJECTED ENDING BALANCE JUNE 30, 2012
<b>PROP 42 FUND</b>							
RESTRICTED	-	65	-	(65)	-	-	-
<b>TRANSNET II FUND</b>							
RESTRICTED	1,236	171,004	-	(171,000)	-	-	1,240
<b>RTCIP FUND</b>							
RESTRICTED	6,822	-	-	-	-	-	6,822
<b>TOTAL GENERAL GOVERNMENTAL</b>	<b>4,589,151</b>	<b>14,607,228</b>	<b>(11,518,067)</b>	<b>(3,618,795)</b>	<b>1,409,928</b>	<b>(1,452,463)</b>	<b>4,016,982</b>
<b>WORKERS' COMPENSATION FUND</b>							
FUND BALANCE	738,858	265,723	(182,273)	-	-	-	822,308
<b>WATER FUND</b>							
RETAINED EARNINGS	177,226	2,592,192	(2,578,028)	-	-	(50,000)	141,391
<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>							
ENCUMBRANCES	-	-	-	-	-	-	-
SELF-INSURANCE	50,000	-	-	-	-	-	50,000
RATE STABILIZATION	200,000	-	-	-	-	-	200,000
CAPITAL REPLACEMENT	1,518,857	-	-	(192,500)	-	-	1,326,357
OPERATING RESERVE	224,837	-	-	-	25,000	-	249,837
EQUIPMENT REPLACEMENT	212,286	-	-	-	25,000	-	237,286
UTILITY PLANT IN SERVICE	6,655,537	-	-	-	-	-	6,655,537
	<b>13,320,682</b>	<b>2,592,192</b>	<b>(2,578,028)</b>	<b>(192,500)</b>	<b>50,000</b>	<b>(50,000)</b>	<b>13,142,347</b>
<b>CLEANWATER FUND</b>							
RETAINED EARNINGS	-	420,387	(462,922)	-	42,535	-	-
ENCUMBRANCES	-	-	-	-	-	-	-
<b>TOTAL CLEAN WATER FUND</b>	<b>-</b>	<b>420,387</b>	<b>(462,922)</b>	<b>-</b>	<b>42,535</b>	<b>-</b>	<b>-</b>
<b>WASTEWATER FUND</b>							
RETAINED EARNINGS	1,331,004	3,184,869	(2,715,970)	-	-	(745,000)	1,054,904
<b>RESTRICTED:</b>							
BOND SECURITY	456,552	-	-	-	-	-	456,552
CONTRIBUTED CAPITAL	650,814	-	-	-	-	-	650,814
<b>DESIGNATED:</b>							
CAPITAL REPLACEMENT	1,215,645	-	-	(412,500)	700,000	-	1,503,145
OPERATING RESERVE	310,000	-	-	-	10,000	-	320,000
UTILITY PLANT IN SERVICE	5,341,904	-	-	-	-	-	5,341,904
RATE STABILIZATION	235,000	-	-	-	35,000	-	270,000
	<b>9,540,919</b>	<b>3,184,869</b>	<b>(2,715,970)</b>	<b>(412,500)</b>	<b>745,000</b>	<b>(745,000)</b>	<b>9,597,319</b>
<b>TOTAL ENTERPRISE FUNDS</b>	<b>22,861,602</b>	<b>6,197,448</b>	<b>(5,756,919)</b>	<b>(605,000)</b>	<b>837,535</b>	<b>(795,000)</b>	<b>22,739,666</b>
<b>TOTAL - ALL FUNDS</b>	<b>28,189,610</b>	<b>21,070,400</b>	<b>(17,457,260)</b>	<b>(4,223,795)</b>	<b>2,247,463</b>	<b>(2,247,463)</b>	<b>27,578,956</b>

**CITY OF DEL MAR  
FISCAL YEAR 2012 - 2013  
OPERATING AND CAPITAL IMPROVEMENT BUDGET  
RESERVE SUMMARIES**

RESERVE TITLE	ESTIMATED BEG. BALANCE JULY 1, 2012	REVENUE FY2013	O & M EXPENDITURES FY2013	CIP EXPENDITURES FY2013	TRANSFERS IN FY2013	TRANSFERS (OUT) FY2013	PROJECTED ENDING BALANCE JUNE 30, 2013
<b>GENERAL FUND</b>							
CONTINGENCY	11.19% \$ 1,247,890	\$ 10,843,552	\$ (9,662,752)	\$ -	\$ 18,218	\$ (1,365,519)	<b>1,081,388</b>
<b>RESTRICTED:</b>							
HOUSING	-	-	-	-	-	-	-
SELF-INSURANCE	261,640	3,420	(13,000)	-	22,000	-	274,060
<b>DESIGNATED:</b>							
ENCUMBRANCES	-	-	-	-	-	-	-
REVENUE LOSS	500,000	-	-	-	-	-	500,000
SIDEWALK CAFÉS	8,053	4,048	-	-	-	-	12,101
SOFTWARE LICENSING	6,960	-	-	-	-	-	6,960
DEPOSITS	60,000	-	-	-	-	-	60,000
UNDERGROUNDING RESERVE	-	-	-	-	-	-	-
PERS RESERVE	200,000	-	-	-	-	-	200,000
LEAVE LIABILITY	155,041	-	-	-	-	-	155,041
EQUIPMENT REPLACEMENT	342,880	-	(10,150)	-	100,000	-	432,730
<b>TOTAL GENERAL FUND</b>	<b>2,782,463</b>	<b>10,851,019</b>	<b>(9,685,902)</b>	<b>-</b>	<b>140,218</b>	<b>(1,365,519)</b>	<b>2,722,279</b>
<b>LIBRARY FUND</b>							
CONTINGENCY	-	-	(10,810)	-	10,810	-	-
<b>GAS TAX FUND</b>							
CONTINGENCY	-	109,242	(459,537)	-	350,295	-	-
ENCUMBRANCES	-	-	-	-	-	-	-
	-	<b>109,242</b>	<b>(459,537)</b>	<b>-</b>	<b>350,295</b>	<b>-</b>	<b>-</b>
<b>OPEN SPACE FUND</b>							
CONTINGENCY	-	409,415	(687,429)	(2,000)	280,014	-	-
<b>DESIGNATED:</b>							
ENCUMBRANCES	-	-	-	-	-	-	-
OPEN SPACE ACQUISITION	-	-	-	-	-	-	-
RIVERMOUTH OPENING	1,756	-	-	-	-	-	1,756
TREE RESERVE	15,718	-	-	-	3,000	(18,218)	500
SAND REPLENISHMENT	-	-	-	-	-	-	-
<b>TOTAL OPEN SPACE FUND</b>	<b>17,474</b>	<b>409,415</b>	<b>(687,429)</b>	<b>(2,000)</b>	<b>283,014</b>	<b>(18,218)</b>	<b>2,256</b>
<b>GRANTS</b>							
RESTRICTED	8,471	19,372	(15,446)	-	-	-	12,397
<b>HOUSING</b>							
RESTRICTED	718,195	98,242	(106,341)	-	-	-	710,096
<b>SUPPLEMENTAL LAW FUND</b>							
RESTRICTED	-	-	(189,687)	-	189,687	-	-
<b>REGIONAL COMMUNICATION FUND</b>							
RESTRICTED	38,986	45,000	(25,984)	-	-	-	58,002
<b>WILDFIRE PROTECTION BOND DEBT</b>							
RESTRICTED	218,384	184,755	(174,405)	-	-	-	228,734
<b>CAPITAL IMPROVEMENT FUND</b>							
CONTINGENCY	50,000	24,835	-	(403,130)	378,295	-	50,000
RESERVE FOR CAPITAL	174,947	-	-	-	-	-	174,947
<b>TOTAL CAPITAL IMPROVEMENT FUND</b>	<b>224,947</b>	<b>24,835</b>	<b>-</b>	<b>(403,130)</b>	<b>378,295</b>	<b>-</b>	<b>224,947</b>

**CITY OF DEL MAR  
FISCAL YEAR 2012 - 2013  
OPERATING AND CAPITAL IMPROVEMENT BUDGET  
RESERVE SUMMARIES**

RESERVE TITLE	ESTIMATED BEG. BALANCE JULY 1, 2012	REVENUE FY2013	O & M EXPENDITURES FY2013	CIP EXPENDITURES FY2013	TRANSFERS IN FY2013	TRANSFERS (OUT) FY2013	PROJECTED ENDING BALANCE JUNE 30, 2013
<b>PROP 42 FUND</b>							
RESTRICTED	-	65	-	(65)	-	-	-
<b>TRANSNET II FUND</b>							
RESTRICTED	1,240	178,004	-	(178,000)	-	-	1,244
<b>RTCIP FUND</b>							
RESTRICTED	6,822	-	-	-	-	-	6,822
<b>TOTAL GENERAL GOVERNMENTAL</b>	<b>4,016,982</b>	<b>11,919,949</b>	<b>(11,355,541)</b>	<b>(583,195)</b>	<b>1,352,319</b>	<b>(1,383,737)</b>	<b>3,966,777</b>
<b>WORKERS' COMPENSATION FUND</b>							
FUND BALANCE	822,308	265,723	(182,273)	-	-	-	905,758
<b>WATER FUND</b>							
RETAINED EARNINGS	141,391	2,756,391	(2,714,666)	-	-	(50,000)	133,116
<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>							
ENCUMBRANCES	-	-	-	-	-	-	-
SELF-INSURANCE	50,000	-	-	-	-	-	50,000
RATE STABILIZATION	200,000	-	-	-	-	-	200,000
CAPITAL REPLACEMENT	1,326,357	-	-	(600,000)	25,000	-	751,357
OPERATING RESERVE	249,837	-	-	-	25,000	-	274,837
EQUIPMENT REPLACEMENT	237,286	-	-	-	-	-	237,286
UTILITY PLANT IN SERVICE	6,655,537	-	-	-	-	-	6,655,537
	<b>13,142,347</b>	<b>2,756,391</b>	<b>(2,714,666)</b>	<b>(600,000)</b>	<b>50,000</b>	<b>(50,000)</b>	<b>12,584,072</b>
<b>CLEANWATER FUND</b>							
RETAINED EARNINGS	-	441,081	(472,499)	-	31,418	-	-
ENCUMBRANCES	-	-	-	-	-	-	-
<b>TOTAL CLEAN WATER FUND</b>	<b>-</b>	<b>441,081</b>	<b>(472,499)</b>	<b>-</b>	<b>31,418</b>	<b>-</b>	<b>-</b>
<b>WASTEWATER FUND</b>							
RETAINED EARNINGS	1,054,904	3,286,939	(2,522,412)	-	-	(545,000)	1,274,431
<b>RESTRICTED:</b>							
BOND SECURITY	456,552	-	-	-	-	-	456,552
CONTRIBUTED CAPITAL	650,814	-	-	-	-	-	650,814
<b>DESIGNATED:</b>							
CAPITAL REPLACEMENT	1,503,145	-	-	(170,000)	500,000	-	1,833,145
OPERATING RESERVE	320,000	-	-	-	10,000	-	330,000
UTILITY PLANT IN SERVICE	5,341,904	-	-	-	-	-	5,341,904
RATE STABILIZATION	270,000	-	-	-	35,000	-	305,000
	<b>9,597,319</b>	<b>3,286,939</b>	<b>(2,522,412)</b>	<b>(170,000)</b>	<b>545,000</b>	<b>(545,000)</b>	<b>10,191,846</b>
<b>TOTAL ENTERPRISE FUNDS</b>	<b>22,739,666</b>	<b>6,484,411</b>	<b>(5,709,577)</b>	<b>(770,000)</b>	<b>626,418</b>	<b>(595,000)</b>	<b>22,775,918</b>
<b>TOTAL - ALL FUNDS</b>	<b>27,578,956</b>	<b>18,670,084</b>	<b>(17,247,391)</b>	<b>(1,353,195)</b>	<b>1,978,737</b>	<b>(1,978,737)</b>	<b>27,648,453</b>

**CITY OF DEL MAR  
FISCAL YEARS 2011-2012 AND 2012-2013  
OPERATING AND CAPITAL IMPROVEMENT BUDGET  
REVENUE SUMMARIES**

SOURCE OF FUNDS	ACTUAL 2008-2009	ACTUAL 2009-2010	AMENDED 2010-2011	ADOPTED 2011-2012	ADOPTED 2012-2013
<b>GENERAL FUND</b>					
<b><u>TAXES</u></b>					
PROPERTY TAX	3,481,117	3,632,400	3,689,903	3,819,050	3,971,812
VLF IN LIEU OF PROPERTY TAX	375,718	397,360	410,018	424,369	441,343
SALES AND USE TAX	979,684	1,120,657	986,941	1,011,615	1,036,905
SALES TAX IN LIEU OF PROPERTY TAX	382,376	247,082	380,213	389,718	399,461
TRANSIENT OCCUPANCY TAX	1,418,345	1,505,530	1,600,000	1,648,000	1,697,440
FRANCHISE TAX	375,033	342,990	334,997	338,347	341,730
BUSINESS LICENSE TAX	197,696	188,535	188,528	192,299	196,145
REAL PROPERTY TRANSFER TAX	63,980	109,150	50,000	51,500	53,045
<b>TOTAL</b>	<b>7,273,949</b>	<b>7,543,704</b>	<b>7,640,600</b>	<b>7,874,897</b>	<b>8,137,881</b>
<b><u>LICENSES &amp; PERMITS</u></b>					
LICENSES & PERMITS	19,953	20,301	18,000	16,200	14,580
JUNIOR LIFEGUARD	49,022	46,079	47,045	48,456	49,910
PARKING PERMITS	8,900	10,395	9,000	9,579	9,866
<b>TOTAL</b>	<b>77,875</b>	<b>76,775</b>	<b>74,045</b>	<b>74,235</b>	<b>74,356</b>
<b><u>FINES &amp; FORFEITURES</u></b>					
MOVING VIOLATIONS/VEHICLE CODE FINES	57,018	46,681	47,222	53,639	55,248
PENALTIES	4,258	9,025	4,429	4,562	4,699
PARKING VIOLATIONS	596,712	589,039	550,000	566,500	583,495
ADMINISTRATIVE CITATIONS	8,450	15,368	26,500	27,030	27,571
RED LIGHT ENFORCEMENT	94,576	121,620	105,000	107,100	109,242
<b>TOTAL</b>	<b>761,014</b>	<b>781,733</b>	<b>733,151</b>	<b>758,831</b>	<b>780,254</b>
<b><u>REVENUE FROM USE OF ASSETS</u></b>					
INV EARN-GENERAL	88,107	26,419	19,194	19,386	19,580
INV EARN-SIR	-	-	3,287	3,353	3,420
SIDEWALK CAFÉ USER FEE	-	2,193	3,891	3,969	4,048
RENTAL INCOME	47,187	51,024	78,075	52,375	43,775
PARKING METER INCOME	411,175	487,068	492,047	536,808	560,413
<b>TOTAL</b>	<b>546,469</b>	<b>566,704</b>	<b>596,494</b>	<b>615,891</b>	<b>631,235</b>
<b><u>REVENUE FROM OTHER AGENCIES</u></b>					
MOTOR VEHICLE LICENSE FEE	15,572	13,516	12,000	12,240	12,485
PUBLIC SAFETY AUGMENTATION FUND (PSAF)	57,584	53,033	43,809	43,809	43,809
HOMEOWNER EXEMPT	32,198	34,780	20,000	20,400	20,808
CONTRACT SOLANA BEACH	20,100	17,175	27,600	15,600	15,600
ON-TRACK PARIMUTUEL	55,441	36,661	22,808	15,966	11,176
OFF-TRACK PARIMUTUEL	48,584	41,346	30,508	24,406	19,525
SOLID WASTE	2,772	2,769	2,971	3,060	3,152
<b>TOTAL</b>	<b>232,251</b>	<b>199,280</b>	<b>159,696</b>	<b>135,481</b>	<b>126,555</b>
<b><u>CHARGES - PLANNING SERVICES</u></b>					
PLANNING SERVICES	140,698	182,498	215,000	220,000	225,000
ENGINEERING SERVICES	118,113	50,846	80,000	60,000	66,000
BUILDING SERVICES	245,119	211,878	265,000	211,111	222,222
<b>TOTAL</b>	<b>503,930</b>	<b>445,222</b>	<b>560,000</b>	<b>491,111</b>	<b>513,222</b>

**CITY OF DEL MAR  
FISCAL YEARS 2011-2012 AND 2012-2013  
OPERATING AND CAPITAL IMPROVEMENT BUDGET  
REVENUE SUMMARIES**

SOURCE OF FUNDS	ACTUAL 2008-2009	ACTUAL 2009-2010	AMENDED 2010-2011	ADOPTED 2011-2012	ADOPTED 2012-2013
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**GENERAL FUND (CONTINUED)**

**OTHER REVENUE SOURCES**

SALE OF PROPERTY	7,700	24,370	4,405,471	5,000	-
ADMINISTRATIVE CHARGE	382,827	505,745	515,860	531,336	547,276
CONTRIBUTIONS /SPECIFIC PLAN SHARE	15,750	559	431	-	-
NUISANCE ALARM REIMBURSEMENT	3,615	3,800	8,765	3,800	3,800
WORKER'S COMP REIMBURSEMENT	-	14,848	-	-	-
EXPENDITURE REIMBURSEMENT	26,289	112,768	25,754	40,012	36,440
MISCELLANEOUS	191,102	65,597	109,779	-	-
<b>TOTAL</b>	<b>627,283</b>	<b>727,687</b>	<b>5,066,060</b>	<b>580,148</b>	<b>587,516</b>
<b>TOTAL GENERAL FUND</b>	<b>10,022,771</b>	<b>10,341,105</b>	<b>14,830,046</b>	<b>10,530,594</b>	<b>10,851,019</b>

**OPEN SPACE FUND**

CONSTRUCTION TAX	13,377	3,852	10,176	10,481	10,796
PERMITS/PARK AND COMMUNITY CENTER	317,773	321,395	295,488	308,819	318,083
SURF CAMP PERMITS	39,341	18,576	25,000	40,750	41,973
SHORES EVENTS PERMITS	100	250	-	-	-
INVESTMENT EARNINGS	17,628	4,168	707	728	750
ON-TRACK PARIMUTUEL	36,961	24,441	15,205	10,644	7,450
OFF-TRACK PARIMUTUEL	32,389	27,564	20,372	16,298	13,038
FIELD FEES	5,185	7,020	5,000	5,000	5,150
SHORES PROPERTY CONTRIBUTIONS	168,000	108,000	-	-	-
CONTRIBUTIONS	25,248	-	3,648	3,757	3,870
TREE MITIGATION	-	375	3,000	3,000	3,000
MISCELLANEOUS	3,763,000	89,712	5,000	5,150	5,305
<b>TOTAL OPEN SPACE FUND</b>	<b>4,419,002</b>	<b>605,353</b>	<b>383,596</b>	<b>404,627</b>	<b>409,415</b>

**GAS TAX FUND**

INVESTMENT EARNINGS	7,200	-	1,000	1,020	1,040
STATE GAS TAX	79,227	80,942	104,000	106,080	108,202
MISCELLANEOUS	1,064	5,194	-	-	-
<b>TOTAL GAS TAX FUND</b>	<b>87,491</b>	<b>86,136</b>	<b>105,000</b>	<b>107,100</b>	<b>109,242</b>

**LIBRARY FUND**

CONTRIBUTIONS - INN	40,750	-	-	-	-
MISCELLANEOUS	420	124	-	-	-
<b>TOTAL LIBRARY FUND</b>	<b>41,170</b>	<b>124</b>	<b>-</b>	<b>-</b>	<b>-</b>

**CITY OF DEL MAR  
FISCAL YEARS 2011-2012 AND 2012-2013  
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REVENUE SUMMARIES**

SOURCE OF FUNDS	ACTUAL 2008-2009	ACTUAL 2009-2010	AMENDED 2010-2011	ADOPTED 2011-2012	ADOPTED 2012-2013
<b>SUPPLEMENTAL LAW FUND</b>					
SUPPLEMENTAL LAW GRANT	100,000	100,000	100,000	-	-
MISCELLANEOUS	-	691	-	-	-
<b>TOTAL SUPPLEMENTAL LAW</b>	<b>100,000</b>	<b>100,691</b>	<b>100,000</b>	<b>-</b>	<b>-</b>
<b>REGIONAL COMMUNICATION</b>					
INVESTMENT EARNINGS	398	135	-	-	-
PROPERTY TAX	44,298	44,392	45,000	45,000	45,000
<b>TOTAL REGIONAL COMMUNICATION</b>	<b>44,696</b>	<b>44,527</b>	<b>45,000</b>	<b>45,000</b>	<b>45,000</b>
<b>GRANTS FUND</b>					
STATE	13,000	-	135,000	-	-
FEDERAL	-	-	618,450	-	-
LOCAL	2,444	2,500	36,522	44,372	19,372
<b>TOTAL GRANTS FUND</b>	<b>15,444</b>	<b>2,500</b>	<b>789,972</b>	<b>44,372</b>	<b>19,372</b>
<b>HOUSING FUND</b>					
INVESTMENT EARNINGS	25,515	6,730	3,010	4,210	4,210
HOUSING IN LIEU	47,016	47,016	120,000	94,032	94,032
<b>TOTAL HOUSING FUND</b>	<b>72,531</b>	<b>53,746</b>	<b>123,010</b>	<b>98,242</b>	<b>98,242</b>
<b>WILDFIRE PROTECTION DEBT FUND</b>					
PROPERTY TAX	160,276	162,855	181,560	180,290	183,655
INVESTMENT EARNINGS	4,905	846	548	1,100	1,100
<b>WILDFIRE PROTECTION DEBT FUND</b>	<b>165,181</b>	<b>163,701</b>	<b>182,108</b>	<b>181,390</b>	<b>184,755</b>
<b>CAPITAL IMPROVEMENT FUND</b>					
STATE GRANTS	322,028	77,972	1,720,500	344,100	-
FEDERAL GRANTS	1,381,013	264,612	17,184,540	2,672,735	16,835
LOCAL GRANTS	-	36,340	595,402	-	-
INVESTMENT EARNINGS	34,504	6,605	8,413	8,000	8,000
MISCELLANEOUS	82,140	9,927	177,548	-	-
<b>CAPITAL IMPROVEMENT FUND</b>	<b>1,819,685</b>	<b>395,456</b>	<b>19,686,403</b>	<b>3,024,835</b>	<b>24,835</b>

**CITY OF DEL MAR  
FISCAL YEARS 2011-2012 AND 2012-2013  
OPERATING AND CAPITAL IMPROVEMENT BUDGET  
REVENUE SUMMARIES**

SOURCE OF FUNDS	ACTUAL 2008-2009	ACTUAL 2009-2010	AMENDED 2010-2011	ADOPTED 2011-2012	ADOPTED 2012-2013
<b>PROP 42 FUND</b>					
INVESTMENT EARNINGS	-	31	-	65	65
STATE GRANT	35,000	45,464	-	-	-
<b>PROP 42 FUND</b>	<b>35,000</b>	<b>45,495</b>	<b>-</b>	<b>65</b>	<b>65</b>
<b>TRANSNET FUND</b>					
INVESTMENT EARNINGS	-	1,241	-	4	4
TRANSNET	181,608	311,000	160,000	171,000	178,000
<b>TOTAL TRANSNET FUND</b>	<b>181,608</b>	<b>312,241</b>	<b>160,000</b>	<b>171,004</b>	<b>178,004</b>
<b>RTCIP FUND</b>					
	14,149	120	-	-	-
<b>TOTAL GENERAL GOVERNMENTAL FUNDS</b>	<b>17,018,728</b>	<b>12,151,195</b>	<b>36,405,135</b>	<b>14,607,228</b>	<b>11,919,949</b>
<b>TOTAL GENERAL GOV FUNDS LESS CAPITAL (FINNELL PLAN)</b>	<b>14,968,286</b>	<b>11,397,883</b>	<b>16,558,732</b>	<b>11,411,324</b>	<b>11,717,045</b>
<b>WORKERS' COMPENSATION FUND</b>					
CONTRIBUTIONS	240,271	58,573	240,723	240,723	240,723
INVESTMENT EARNINGS	34,695	10,635	4,882	25,000	25,000
<b>TOTAL WORKERS' COMPENSATION</b>	<b>274,966</b>	<b>69,208</b>	<b>245,605</b>	<b>265,723</b>	<b>265,723</b>
<b>WATER UTILITY FUND</b>					
PENALTIES	7,663	9,098	9,187	9,463	9,746
NON-RATE CHARGES FOR SERVICE	-	-	21,350	21,396	21,443
INVESTMENT EARNINGS	57,454	20,106	8,019	5,646	11,676
WATER SALES	1,441,290	1,394,573	1,569,983	1,634,499	1,736,320
READY TO SERVE CHARGE	832,456	830,839	878,721	888,691	944,051
CURRENT SERVICE FEES	73,377	11,086	-	10,120	10,142
FIRE METERS	-	-	-	1,153	1,153
MISCELLANEOUS	17,710	25,893	31,122	21,224	21,860
EXPENDITURE REIMBURSEMENT	-	935	-	-	-
<b>TOTAL OPERATING REVENUE</b>	<b>2,429,950</b>	<b>2,292,530</b>	<b>2,518,382</b>	<b>2,592,192</b>	<b>2,756,391</b>
INTEREST ON BOND RESERVES	28	-	-	-	-
<b>TOTAL WATER FUND</b>	<b>2,429,978</b>	<b>2,292,530</b>	<b>2,518,382</b>	<b>2,592,192</b>	<b>2,756,391</b>

**CITY OF DEL MAR  
FISCAL YEARS 2011-2012 AND 2012-2013  
OPERATING AND CAPITAL IMPROVEMENT BUDGET  
REVENUE SUMMARIES**

SOURCE OF FUNDS	ACTUAL 2008-2009	ACTUAL 2009-2010	AMENDED 2010-2011	ADOPTED 2011-2012	ADOPTED 2012-2013
<b>CLEAN WATER PROGRAM</b>					
PENALTIES	1,221	1,649	1,500	1,500	1,500
ADMINISTRATIVE CITATIONS	1,850	2,600	-	-	-
INVESTMENTS	3,037	-	-	-	-
SERVICE CHARGE	303,195	379,697	401,832	413,887	434,581
MISCELLANEOUS	-	441	-	-	-
GRANT REVENUE	5,000	-	5,000	5,000	5,000
<b>TOTAL CLEAN WATER PROGRAM</b>	<b>314,303</b>	<b>384,387</b>	<b>408,332</b>	<b>420,387</b>	<b>441,081</b>
<b>WASTEWATER FUND</b>					
PENALTIES	7,832	10,157	10,092	10,395	10,707
INVESTMENT EARNINGS	19,521	6,491	5,408	9,000	9,000
SERVICE CHARGES	1,204,187	1,108,361	1,139,542	1,196,668	1,259,222
USAGE CHARGES	1,105,251	1,465,886	1,827,629	1,925,619	1,963,696
SEWER INCLUSION FEES	28,662	-	6,033	6,046	6,059
MISCELLANEOUS	93,866	159,169	15,593	5,306	5,465
CITY OF SAN DIEGO	-	-	31,059	31,835	32,790
<b>TOTAL OPERATING REVENUE</b>	<b>2,459,319</b>	<b>2,750,064</b>	<b>3,035,356</b>	<b>3,184,869</b>	<b>3,286,939</b>
LOAN PROCEEDS	-	-	4,491,726	-	-
INTEREST ON BOND RESERVES	10,928	1,781	-	-	-
<b>TOTAL SEWER FUND</b>	<b>2,470,247</b>	<b>2,751,845</b>	<b>7,527,082</b>	<b>3,184,869</b>	<b>3,286,939</b>
<b>TOTAL ENTERPRISE FUNDS</b>	<b>5,214,528</b>	<b>5,428,762</b>	<b>10,453,796</b>	<b>6,197,448</b>	<b>6,484,411</b>
<b>TOTAL ALL FUNDS</b>	<b>22,508,222</b>	<b>17,649,165</b>	<b>47,104,536</b>	<b>21,070,400</b>	<b>18,670,084</b>

**CITY OF DEL MAR  
FISCAL YEARS 2011-2012 AND 2012-2013  
OPERATING AND CAPITAL IMPROVEMENT SUMMARY  
EXPENDITURE SUMMARIES**

DEPARTMENT	ACTUAL 2008-2009	ACTUAL 2009-2010	AMENDED 2010-2011	ADOPTED 2011-2012	ADOPTED 2012-2013
<b>GENERAL FUND</b>					
<b>GENERAL GOVERNMENT</b>					
CITY COUNCIL	55,629	50,111	60,723	88,035	60,623
LEGAL SERVICES	256,040	372,891	520,500	306,000	306,000
CITY MANAGER	533,646	526,837	574,008	584,441	588,248
HUMAN RESOURCES	33,878	42,209	93,723	114,378	95,052
CITY CLERK	328,468	320,113	333,520	374,499	373,125
ELECTIONS	26,491	8,026	20,360	11,860	11,860
INFORMATION SYSTEMS	355,378	311,390	335,480	346,473	338,521
FINANCE SERVICES	545,276	570,472	586,230	633,994	636,737
RISK MANAGEMENT	88,563	220,715	84,500	88,692	88,692
PLANNING SERVICES	759,302	615,675	582,469	789,731	741,399
PLANNING COMMISSION	2,851	799	1,498	1,510	1,510
DESIGN REVIEW BOARD	6,419	2,624	3,023	2,620	2,620
BEACH PRESERVATION	750	8,156	7,924	8,494	8,494
SAN DIEGUITO LAGOON	57,378	49,540	49,540	57,378	57,378
CODE ENFORCEMENT	69,488	72,396	89,057	75,254	76,369
BUILDING SERVICES	226,528	201,440	195,831	204,300	214,300
COMMUNITY SERVICES	248,465	249,249	268,105	287,954	292,715
<b>TOTAL</b>	<b>3,594,550</b>	<b>3,622,643</b>	<b>3,806,491</b>	<b>3,975,613</b>	<b>3,893,643</b>
<b>PUBLIC SAFETY</b>					
PATROL ENFORCEMENT	1,208,279	1,379,424	1,224,943	1,292,232	1,363,222
TRAFFIC ENFORCEMENT	465,523	299,073	441,298	465,569	491,175
TRAFFIC SIGNAL ENFORCEMENT	52,907	54,000	54,000	54,000	54,000
LIFEGUARD SERVICES	775,230	686,283	665,358	734,601	748,423
PARKING ENFORCEMENT	435,216	441,741	467,737	457,175	448,843
FIRE PROTECTION	1,830,890	1,838,047	1,987,165	2,027,560	2,079,839
HAZARDOUS WASTE MANAGEMENT	10,392	9,740	12,293	10,860	11,841
SOLID WASTE	7,938	1,238	7,000	7,000	7,000
EMERGENCY PREPAREDNESS	4,536	2,105	3,152	2,710	2,710
<b>TOTAL</b>	<b>4,790,911</b>	<b>4,711,651</b>	<b>4,862,946</b>	<b>5,051,706</b>	<b>5,207,054</b>
<b>PUBLIC WORKS</b>					
ENGINEERING SERVICES	272,433	145,548	146,631	155,000	155,000
GENERAL PUBLIC WORKS	69,621	70,015	74,319	76,047	77,238
FLOOD CONTROL	23,708	25,741	30,454	31,025	31,456
OTHER FACILITY MAINTENANCE	-	42,349	60,990	24,175	24,175
<b>TOTAL</b>	<b>365,762</b>	<b>283,653</b>	<b>312,394</b>	<b>286,247</b>	<b>287,869</b>
<b>NON-DEPARTMENTAL</b>					
COMMUNITY SUPPORT	120,587	82,910	72,910	73,250	73,250
CABLE TELEVISION	75,053	58,528	74,867	78,733	80,536
CITY MEMBERSHIPS	12,112	5,156	12,000	12,400	12,400
CITY HALL - GENERAL	145,420	117,238	135,092	121,800	119,800
CITY HALL - ANNEX	6,687	1,003	1,402	1,200	1,200
EQUIPMENT REPLACEMENT RESERVE	-	100,014	101,619	200,750	10,150
<b>TOTAL</b>	<b>359,859</b>	<b>364,849</b>	<b>397,890</b>	<b>488,133</b>	<b>297,336</b>
<b>TOTAL GENERAL FUND</b>	<b>9,111,082</b>	<b>8,982,796</b>	<b>9,379,721</b>	<b>9,801,700</b>	<b>9,685,902</b>

**CITY OF DEL MAR  
FISCAL YEARS 2011-2012 AND 2012-2013  
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EXPENDITURE SUMMARIES**

DEPARTMENT	ACTUAL 2008-2009	ACTUAL 2009-2010	AMENDED 2010-2011	ADOPTED 2011-2012	ADOPTED 2012-2013
<b>LIBRARY FUND</b>					
MAINTENANCE	13,643	16,618	10,825	10,810	10,810
DEBT SERVICE	62,217	-	-	-	-
<b>TOTAL LIBRARY FUND</b>	<b>75,860</b>	<b>16,618</b>	<b>10,825</b>	<b>10,810</b>	<b>10,810</b>
<b>GAS TAX FUND</b>					
STREET MAINTENANCE	143,280	128,135	137,959	153,889	155,629
STREET LIGHTS/SIGNS	116,731	153,520	160,077	156,175	157,226
STREET LANDSCAPING	122,331	121,178	145,984	146,081	146,682
<b>TOTAL GAX TAX FUND</b>	<b>382,342</b>	<b>402,833</b>	<b>444,020</b>	<b>456,145</b>	<b>459,537</b>
<b>OPEN SPACE FUND</b>					
BEACH SERVICES	286,128	275,516	282,276	284,351	286,362
POWERHOUSE OPERATIONS	246,600	257,761	248,850	251,272	238,442
SHORES PROPERTY	8,481	10,535	260,403	17,650	17,650
PARK MAINTENANCE	129,996	126,737	148,857	144,514	144,975
DEBT SERVICE	260,713	281,608	3,726,218	-	-
<b>TOTAL OPEN SPACE FUND</b>	<b>931,918</b>	<b>952,157</b>	<b>4,666,604</b>	<b>697,786</b>	<b>687,429</b>
<b>SUPPLEMENTAL LAW ENFORCEMENT FUND</b>					
LAW ENFORCEMENT	16,345	27,505	26,000	16,000	16,000
BEACH AND COMMUNITY PATROL	160,884	153,447	166,338	172,622	173,687
<b>TOTAL SUPPLEMENTAL LAW ENFORCEMENT FUND</b>	<b>177,229</b>	<b>180,952</b>	<b>192,338</b>	<b>188,622</b>	<b>189,687</b>
<b>REGIONAL COMMUNICATION FUND</b>					
REGIONAL COMMUNICATION	23,873	27,768	25,723	25,350	25,984
REGIONAL COMMUNICATION DEBT SERVICE	12,083	12,083	12,086	-	-
<b>TOTAL REGIONAL COMMUNICATION FUND</b>	<b>35,956</b>	<b>39,851</b>	<b>37,809</b>	<b>25,350</b>	<b>25,984</b>
<b>GRANTS FUND</b>	<b>15,444</b>	<b>2,500</b>	<b>770,600</b>	<b>55,273</b>	<b>15,446</b>
<b>HOUSING FUND</b>					
HOUSING	108,189	101,453	107,529	106,341	106,341
<b>WILDFIRE PROTECTION BOND DEBT FUND</b>	<b>179,261</b>	<b>183,628</b>	<b>177,295</b>	<b>176,040</b>	<b>174,405</b>
<b>TOTAL GENERAL O&amp;M FUNDS</b>	<b>11,017,281</b>	<b>10,862,788</b>	<b>15,786,741</b>	<b>11,518,067</b>	<b>11,355,541</b>

**CITY OF DEL MAR  
FISCAL YEARS 2011-2012 AND 2012-2013  
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EXPENDITURE SUMMARIES**

DEPARTMENT	ACTUAL 2008-2009	ACTUAL 2009-2010	AMENDED 2010-2011	ADOPTED 2011-2012	ADOPTED 2012-2013
<b>CAPITAL IMPROVEMENT FUNDS</b>					
OPEN SPACE CAPITAL IMPROVEMENT FUND	300,395	9,853	7,091	6,600	2,000
GENERAL CAPITAL IMPROVEMENT FUND	2,291,421	664,879	20,865,434	3,441,130	403,130
PROP 42 CAPITAL IMPROVEMENT FUND	35,000	45,495	-	65	65
TRANSNET II CAPITAL IMPROVEMENT FUND	181,060	311,726	160,000	171,000	178,000
RTCIP FUND	-	7,447	-	-	-
<b>TOTAL GENERAL CAPITAL IMPROVEMENT FUNDS</b>	<b>2,807,876</b>	<b>1,039,400</b>	<b>21,032,525</b>	<b>3,618,795</b>	<b>583,195</b>
<b>TOTAL GENERAL GOVERNMENTAL FUNDS</b>	<b>13,825,157</b>	<b>11,902,188</b>	<b>36,819,266</b>	<b>15,136,862</b>	<b>11,938,736</b>
<b>WORKERS' COMPENSATION FUND</b>					
	<b>262,183</b>	<b>310,679</b>	<b>185,862</b>	<b>182,273</b>	<b>182,273</b>
<b>WATER FUND</b>					
RISK MANAGEMENT	32,252	30,656	39,249	43,846	49,523
GENERAL ADMINISTRATION	854,622	909,604	930,119	938,239	942,613
WATER CONSERVATION	1,013	180	2,071	2,071	2,071
RAW WATER SUPPLY	794,614	897,506	932,310	1,100,000	1,200,000
TREATMENT/DELIVERY	140,857	173,970	185,000	173,000	185,000
DISTRIBUTION	308,307	311,746	333,698	320,872	335,459
BOND DEBT SERVICE	230,411	113	1,613	-	-
<b>TOTAL WATER FUND O&amp;M</b>	<b>2,362,076</b>	<b>2,323,775</b>	<b>2,424,060</b>	<b>2,578,028</b>	<b>2,714,666</b>
WATER CAP IMPROVEMENT	590,931	134,341	963,170	192,500	600,000
<b>TOTAL WATER FUND</b>	<b>2,953,007</b>	<b>2,458,116</b>	<b>3,387,230</b>	<b>2,770,528</b>	<b>3,314,666</b>
<b>CLEAN WATER FUND</b>					
ENGINEERING	80,981	65,658	82,200	-	-
PLANNING	24,106	30,228	31,868	44,761	45,277
CODE ENFORCEMENT	21,165	24,085	29,731	23,068	23,440
CLEAN WATER MANAGEMENT	177,813	177,749	192,880	237,975	241,025
PUBLIC WORKS	20,613	20,255	16,855	19,195	23,433
FLOOD CONTROL	3,750	3,945	4,515	4,772	4,844
STREET MAINTENANCE	86,205	78,904	84,963	99,718	100,875
STREET LANDSCAPING	16,369	16,698	19,537	19,608	19,753
PARK MAINTENANCE	12,309	11,851	13,797	13,825	13,853
<b>TOTAL CLEAN WATER FUND</b>	<b>443,311</b>	<b>429,373</b>	<b>476,346</b>	<b>462,922</b>	<b>472,499</b>

**CITY OF DEL MAR  
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EXPENDITURE SUMMARIES**

DEPARTMENT	ACTUAL 2008-2009	ACTUAL 2009-2010	AMENDED 2010-2011	ADOPTED 2011-2012	ADOPTED 2012-2013
<b>WASTEWATER FUND</b>					
RISK MANAGEMENT	43,748	30,656	46,250	50,846	56,523
GENERAL ADMINISTRATION	916,489	945,773	591,063	605,061	609,106
SEWER COLLECTION	186,881	183,089	225,319	479,011	235,015
PUMPING	155,611	138,618	181,039	180,049	181,315
TRANSPORTATION/TREATMENT	787,182	863,658	942,240	940,000	977,600
BOND DEBT SERVICE	455,357	457,439	454,739	461,003	462,853
<b>TOTAL SEWER FUND O&amp;M</b>	<b>2,545,268</b>	<b>2,619,233</b>	<b>2,440,650</b>	<b>2,715,970</b>	<b>2,522,412</b>
SEWER CAPITAL IMPROVEMENT	354,240	646,720	4,680,835	412,500	170,000
<b>TOTAL SEWER FUND</b>	<b>2,899,508</b>	<b>3,265,953</b>	<b>7,121,485</b>	<b>3,128,470</b>	<b>2,692,412</b>
<b>TOTAL ENTERPRISE FUNDS</b>	<b>6,295,826</b>	<b>6,153,442</b>	<b>10,985,061</b>	<b>6,361,919</b>	<b>6,479,577</b>
<b>TOTAL EXPENDITURES</b>	<b>20,383,166</b>	<b>18,366,309</b>	<b>47,990,189</b>	<b>21,681,055</b>	<b>18,600,586</b>



# 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.

### **2009-2010 and 2010-2011 Achievements**

In addition to holding two regularly scheduled meetings on a monthly basis, City Councilmembers served as liaisons to citizen advisory committees and served on regional boards and commissions. Highlights of City Council objectives achieved in Fiscal Years 2009-2010 and 2010-2011 include:

- Developed “Must-Do” Priorities, Strategic Initiatives and Operational Initiatives for Fiscal Years 2009-2010 and 2010-2011.
- Negotiated and approved a long-term (55 years) lease with Winston School, a private non-profit school, to secure an educational facility for the Shore’s site and the City assumed ownership of the property.
- Publicly auctioned the Balboa Lot (closed escrow in 37 days) to retire the debt for the Shores Property, one year before the loan was due. The sale of this lot replaced an idle asset with one that will preserve 5.3 acres of recreational, educational and open space for use by the residents of the City while simultaneously generating new residential development on Balboa Avenue.
- Completed the environmental process and commemorated the groundbreaking of the North Torrey Pines Bridge Seismic Retrofit and Rehabilitation culminating fifteen years worth of effort by the City to preserve this historical landmark with a community ceremony.

- Completed the 2010 Street Improvement Project from 12<sup>th</sup> to 15<sup>th</sup> Streets along Camino del Mar providing connectivity, improved access and streetscape improvements along this downtown corridor.
- 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.
- Received a nomination for the San Diego Taxpayers' Association's Golden Watchdog Award in recognition for the City's prudence in creating a pension reserve for future pension liabilities.
- Achieved over \$33 million in re-investment in the downtown primarily due to the creation of the sidewalk cafés ordinance, horizontal zoning ordinance, alternative means of meeting parking requirements, and the newly established Tourism Business Improvement District to partially fund streetscape and the marketing of Del Mar's Hotels.
- Developed and proposed a purchase plan to acquire the 22<sup>nd</sup> District Agricultural Associations Fairgrounds property after Governor Schwarzenegger called for proposals, which culminated with Senate Bill 1. With greater regional control, the proposed purchase would protect the annual Fair, horseracing, and other community events that take place on the Fairgrounds and prevent the intensification of uses that is proposed by the current 22<sup>nd</sup> District Agricultural Association.
- Completed the review of the 22<sup>nd</sup> District Agricultural Association's Master Plan Environmental Impact Report and subsequent Final Environmental Impact Report.
- Analyzed and developed the basis in which to revitalize the commercial district by maximizing stakeholder interest in redevelopment of the City's downtown and creating a walkable coastal village.
- Began construction of a new energy efficient Pump Station at 21<sup>st</sup> Street after securing a low cost loan from the State of California.
- Celebrated the City's 50<sup>th</sup> Anniversary throughout the year by commemorating its beginnings through events throughout the year by the City's volunteer groups and non-profit organizations culminating with a community celebration at Powerhouse Park on July 12, 2009.
- Advanced the progress of the Beach Safety Center by setting aside partial funding from the sale of the Balboa Lot and through the partnership of the

Friends of the Powerhouse fundraising. Final construction documents and permits will be completed in June 2011.

### **2011-2012 and 2012-2013 Goals and Objectives**

On March 26, 2011, the City Council reviewed the 2009-2010 and 2010-2011 primary goals and established “Must-Do” Priorities, Strategic and Operational Initiatives, Council Led Initiatives, and Citizen-Community Led Projects, included as a separate item in this document, titled City Council Priorities, that will be finalized and incorporated into the Fiscal Years 2011-2012 and 2012-2013 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 2008-2009</b>	<b>ACTUAL 2009-2010</b>	<b>AMENDED 2010-2011</b>	<b>ADOPTED 2011-2012</b>	<b>ADOPTED 2012-2013</b>	
Employee Services	\$ 19,423	\$ 19,423	\$ 20,023	\$ 20,023	\$ 20,023	(1)
Maintenance & Operations	14,662	11,175	9,700	12,012	9,600	
Contractual Services	21,544	19,513	31,000	56,000	31,000	(2)
Debt Service	-	-	-	-	-	
Capital Outlay	-	-	-	-	-	
<b>GRAND TOTAL</b>	<b>\$ 55,629</b>	<b>\$ 50,111</b>	<b>\$ 60,723</b>	<b>\$ 88,035</b>	<b>\$ 60,623</b>	
<b>POSITIONS (FTE)</b>	-	-	-	-	-	

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

(2) This amount includes 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 2008-2009</b>	<b>ACTUAL 2009-2010</b>	<b>AMENDED 2010-2011</b>	<b>ADOPTED 2011-2012</b>	<b>ADOPTED 2012-2013</b>	
Employee Services	\$ -	\$ -	\$ -	\$ -	\$ -	
Maintenance & Operations	-	-	-	-	-	
Contractual Services	256,040	372,891	520,500	306,000	306,000	(1)
Debt Service	-	-	-	-	-	
Capital Outlay	-	-	-	-	-	
<b>GRAND TOTAL</b>	<b>\$ 256,040</b>	<b>\$ 372,891</b>	<b>\$ 520,500</b>	<b>\$ 306,000</b>	<b>\$ 306,000</b>	
<b>POSITIONS (FTE)</b>	-	-	-	-	-	

(1) Contractual services include a retainer for the City Attorney and outside legal costs. Fiscal Year 2010-2011 included additional funds for legal services related to the proposed Fairgrounds Purchase. There are no funds allocated toward the Fairgrounds project in Fiscal Years 2011-2012 and 2012-2013.

**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 2008-2009</b>	<b>ACTUAL 2009-2010</b>	<b>AMENDED 2010-2011</b>	<b>ADOPTED 2011-2012</b>	<b>ADOPTED 2012-2013</b>
Employee Services	\$ -	\$ -	\$ -	\$ -	\$ -
Maintenance & Operations	116,587	78,910	68,910	69,250	69,250 (1)
Contractual Services	4,000	4,000	4,000	4,000	4,000 (2)
Debt Service	-	-	-	-	-
Capital Outlay	-	-	-	-	-
<b>GRAND TOTAL</b>	<b>\$ 120,587</b>	<b>\$ 82,910</b>	<b>\$ 72,910</b>	<b>\$ 73,250</b>	<b>\$ 73,250</b>
<b>POSITIONS (FTE)</b>	-	-	-	-	-

(1) The recommended contributions are shown below along with the Fiscal Year 2010-2011 actual contributions. No additional funds are included for Council's allocation during the fiscal year.

Name of Organization	<b>Amended FY 2010-2011</b>	<b>Adopted FY 2011-2012</b>	<b>Adopted FY 2012-2013</b>
Meals-On-Wheels	\$ -	\$ 1,750	\$ 1,750
San Dieguito Alliance for Drug Free Youth	500	-	-
Community Connections- Education, Health, Transportation, Dial-A Ride Program	17,500	17,500	17,500
Del Mar Village Association	4,000	4,000	4,000
211 San Diego	50,000	50,000	50,000
	910	-	-
<b>Total</b>	<b>\$ 72,910</b>	<b>\$ 73,250</b>	<b>\$ 73,250</b>

(2) This amount funds transportation services to Del Mar's senior citizens and/or disabled residents provided by the Del Mar Community Connections (DMCC).

**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 2008-2009</b>	<b>ACTUAL 2009-2010</b>	<b>AMENDED 2010-2011</b>	<b>ADOPTED 2011-2012</b>	<b>ADOPTED 2012-2013</b>
Employee Services	\$ -	\$ -	\$ -	\$ -	\$ -
Maintenance & Operations	-	-	-	-	-
Contractual Services	7,938	1,238	7,000	7,000	7,000 (1)
Debt Service	-	-	-	-	-
Capital Outlay	-	-	-	-	-
<b>GRAND TOTAL</b>	<b>\$ 7,938</b>	<b>\$ 1,238</b>	<b>\$ 7,000</b>	<b>\$ 7,000</b>	<b>\$ 7,000</b>
<b>POSITIONS (FTE)</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 2011-2012 AND 2012-2013  
EXPENDITURE DETAIL**

<b>FUND: 01</b>		<b>GENERAL</b>				
<b>ACCOUNT</b>	<b>DESCRIPTION</b>	<b>ACTUAL 2008-2009</b>	<b>ACTUAL 2009-2010</b>	<b>AMENDED 2010-2011</b>	<b>ADOPTED 2011-2012</b>	<b>ADOPTED 2012-2013</b>
	<b><u>CITY COUNCIL</u></b>					
01-5100-1000	COUNCIL STIPEND	18,000	18,000	18,600	18,600	18,600
01-5100-1200	BENEFITS	1,423	1,423	1,423	1,423	1,423
	<b>EMPLOYEE SERVICES</b>	<b>19,423</b>	<b>19,423</b>	<b>20,023</b>	<b>20,023</b>	<b>20,023</b>
01-5100-2300	OPERATING SUPPLIES	2,160	634	1,000	1,000	1,000
01-5100-2350	COMMUNITY PROMOTION	7,885	3,726	5,100	3,500	3,500
01-5100-3800	MEETINGS & TRAVEL	3,992	5,890	1,500	4,272	3,000
01-5100-3801	TRAINING & EDUCATION	25	325	1,500	2,640	1,500
01-5100-3900	AUTO ALLOWANCE	600	600	600	600	600
	<b>MAINTENANCE &amp; OPERATIONS</b>	<b>14,662</b>	<b>11,175</b>	<b>9,700</b>	<b>12,012</b>	<b>9,600</b>
01-5100-3200	CONTRACTUAL SERVICES	21,544	19,513	31,000	56,000	31,000
01-5100-3213	DOWNTOWN REVITALIZATION	-	-	-	-	-
01-5100-3200	<b>CONTRACTUAL SERVICES</b>	<b>21,544</b>	<b>19,513</b>	<b>31,000</b>	<b>56,000</b>	<b>31,000</b>
	<b>CITY COUNCIL</b>	<b>55,629</b>	<b>50,111</b>	<b>60,723</b>	<b>88,035</b>	<b>60,623</b>
	<b><u>LEGAL SERVICES</u></b>					
01-5101-1000	SALARIES	-	-	-	-	-
01-5101-1200	BENEFITS	-	-	-	-	-
01-5101-1205	WORKER'S COMPENSATION	-	-	-	-	-
	<b>EMPLOYEE SERVICES</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>
01-5101-3802	PROFESSIONAL DEVELOPMENT	-	-	-	-	-
	<b>MAINTENANCE &amp; OPERATIONS</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>
01-5101-3200	CONTRACTUAL SERVICES	-	-	-	-	-
01-5101-3201	CITY ATTORNEY RETAINER	88,822	296,891	266,000	216,000	216,000
01-5101-3202	CITY ATTORNEY ADDITIONAL	165,369	-	44,500	50,000	50,000
01-5101-3203	OUTSIDE ATTORNEY SERVICES	1,849	76,000	210,000	40,000	40,000
	<b>CONTRACTUAL SERVICES</b>	<b>256,040</b>	<b>372,891</b>	<b>520,500</b>	<b>306,000</b>	<b>306,000</b>
	<b>LEGAL SERVICES</b>	<b>256,040</b>	<b>372,891</b>	<b>520,500</b>	<b>306,000</b>	<b>306,000</b>
	<b><u>COMMUNITY SUPPORT</u></b>					
01-5110-3500	CONTRIBUTIONS	116,587	78,910	68,910	69,250	69,250
	<b>MAINTENANCE &amp; OPERATIONS</b>	<b>116,587</b>	<b>78,910</b>	<b>68,910</b>	<b>69,250</b>	<b>69,250</b>
01-5110-3200	CONTRACTUAL SERVICES	4,000	4,000	4,000	4,000	4,000
	<b>COMMUNITY SUPPORT</b>	<b>120,587</b>	<b>82,910</b>	<b>72,910</b>	<b>73,250</b>	<b>73,250</b>
	<b><u>SOLID WASTE</u></b>					
01-5125-3200	CONTRACTUAL SERVICES	-	-	-	-	-
01-5125-3208	HOUSEHOLD HAZARDOUS WASTE	7,938	1,238	7,000	7,000	7,000
	<b>CONTRACTUAL SERVICES</b>	<b>7,938</b>	<b>1,238</b>	<b>7,000</b>	<b>7,000</b>	<b>7,000</b>
	<b>SOLID WASTE</b>	<b>7,938</b>	<b>1,238</b>	<b>7,000</b>	<b>7,000</b>	<b>7,000</b>

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# City Manager

## Department Mission Statement

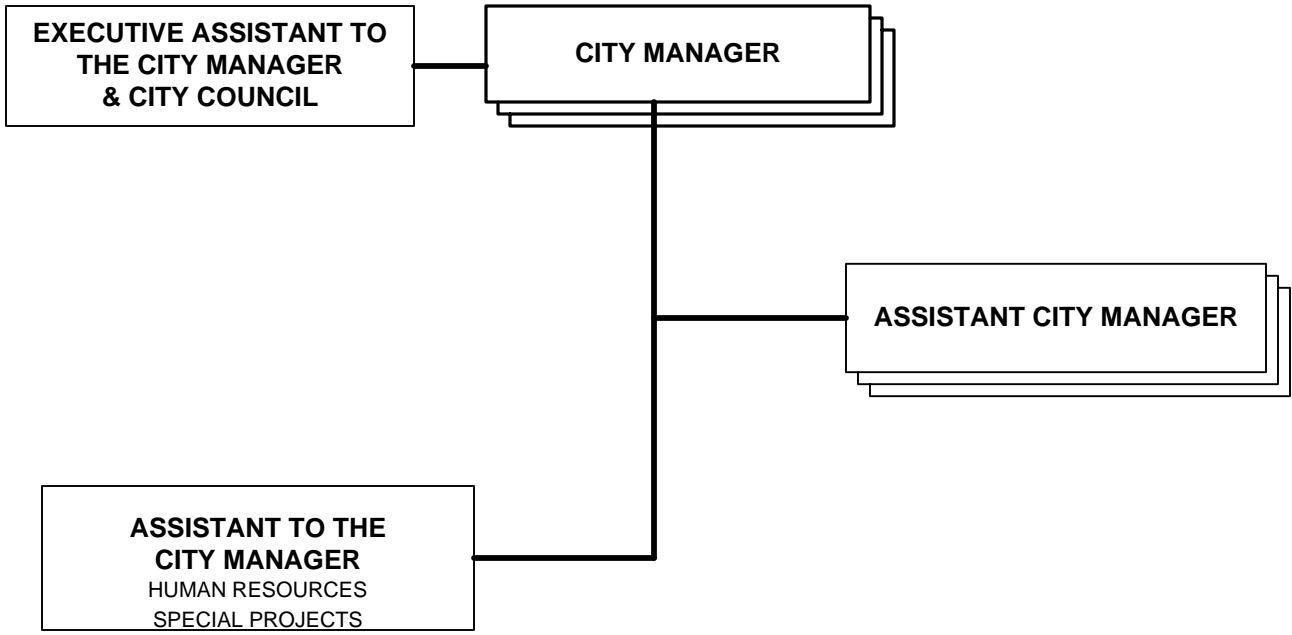
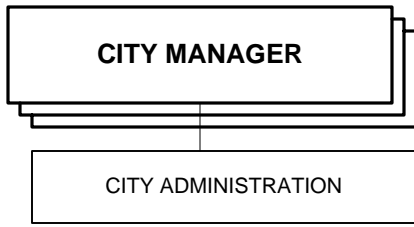
The City Manager's Office is committed to supporting and serving the City Council and Community with energy and enthusiasm. We provide leadership and coordination for the City employees to achieve our community goals.

*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.

### **2009-2010 and 2010-2011 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 2009-2010 and 2010-2011 as outlined below:

- Completed a comprehensive update of the City's Personnel Rules in compliance with state and federal employment laws and achieved agreement through the "Meet and Confer" process for adoption of all represented groups.
- Successfully negotiated labor agreements with the City's represented employee groups, Del Mar Firefighters' Association and the Del Mar City Employees Association.
- As a continued leader in pension reform, created short-term and long-term pension savings with the creation of a second tier of retirement benefits for new hires in Fire and negotiated Fire employees to pay the entire portion of their Employee Share of costs.
- Renegotiated the Sheriff's Contract to enhance service levels within the same costs for services.
- Created a Fire Management Cooperative Services Agreement with the cities of Encinitas and Solana Beach and the Rancho Santa Fe Fire Protection District, as an innovative approach to save costs in fire management while enhancing services for the four agencies by sharing resources.
- Issued an RFP for a Real Estate Marketing Consultant for the Balboa Lot, selected a consultant, and conducted a public auction to sell the Balboa Lot, closing escrow in 37 days with a sales price of \$4.4 million.

- Reviewed the 22<sup>nd</sup> District Agricultural Association's Master Plan and Environmental Impact Report and assessment of impacts to City services and infrastructure.
- Retired the Shores debt with some of the proceeds from the sale of the Balboa Lot, with the remaining amount pledged to the construction of the Beach Safety Center.
- Established the Tourism Business Improvement District, funds that will be used to implement a concerted destination promotion awareness campaign to bring more overnight tourists to the available hotel rooms in all of the six Del Mar lodging businesses.
- Created a pension reserve fund to stabilize future pension obligations with CALPERS resulting in the City's recognition by the San Diego Taxpayer's Association for the City's planning and foresight in 2010.
- Completed the Winston School lease, establishing a 55-year lease for the operation of a private non-profit school on the Shores Property.
- Facilitated sustainable strategies for the City, including the Greenhouse Gas Inventory; recycling pilot program; water conservation efforts; pedestrian improvements; and the energy efficient pump station.
- Led the purchase of the 22<sup>nd</sup> District Agricultural Association's Fairgrounds property, including the negotiations with the public-private partnership, legislative efforts, financial analysis, and outreach to regional stakeholders.

### **Service Level Changes**

Despite the severe economic downturn, the City has continued to provide quality service to citizens with no interruption of services. Service levels should remain constant as in Fiscal Years 2009-2010 and 2010-2011.

### **2011-2012 and 2012-2013 Goals and Objectives**

- Continue to build a cohesive Del Mar City Team with an emphasis in customer service to provide the residents and businesses with continuously improved quality services.

- Develop and implement sustainable revenue strategies that provide the needed funding sources to meet the City’s service demands and capital infrastructure and maintenance.
- Pursue initiatives for a more sustainable Del Mar by encouraging LEED projects and or mixed use development, recycling programs and energy and green gashouse incentives to comply with AB 32 and SB 375 and incorporate them into the Downtown Revitalization Village Plan.
- Underground the utility poles on Camino del Mar.
- Secure available grant funding for and begin construction of the Beach Safety Center in order to replace an aging building and provide improved facilities to the public.
- 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.
- Continue efforts to purchase the 22<sup>nd</sup> District Agricultural Association’s Fairgrounds property.
- Ensure the progress and completion of the North Torrey Pines Bridge and 21st Street Pump Station construction.
- Continue to update the Community Plan, specifically the Housing Element.
- Emphasize an open and transparent City Hall by developing multiple means by which to listen and communicate with the community.

<b>Positions (FTE)</b>	<b>2008-2009 Actual</b>	<b>2009-2010 Actual</b>	<b>2010-2011 Actual</b>	<b>2011-2012 Adopted</b>	<b>2012-2013 Adopted</b>
City Manager	2.5	3.0	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 2008-2009</b>	<b>ACTUAL 2009-2010</b>	<b>AMENDED 2010-2011</b>	<b>ADOPTED 2011-2012</b>	<b>ADOPTED 2012-2013</b>
Employee Services	\$ 504,073	\$ 495,578	\$ 547,268	\$ 557,515	\$ 562,822
Maintenance & Operations	20,543	14,609	21,740	21,926	21,926
Contractual Services	9,030	16,650	5,000	5,000	3,500
Debt Service	-	-	-	-	-
Capital Outlay	-	-	-	-	-
<b>GRAND TOTAL</b>	<b>\$ 533,646</b>	<b>\$ 526,837</b>	<b>\$ 574,008</b>	<b>\$ 584,441</b>	<b>\$ 588,248</b>
<b>POSITIONS (FTE)</b>	<b>3.0</b>	<b>3.0</b>	<b>3.0</b>	<b>3.0</b>	<b>3.0</b>

**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 2008-2009</b>	<b>ACTUAL 2009-2010</b>	<b>AMENDED 2010-2011</b>	<b>ADOPTED 2011-2012</b>	<b>ADOPTED 2012-2013</b>	
Employee Services	\$ 4,741	\$ 3,698	\$ 55,273	\$ 56,343	\$ 57,017	(1)
Maintenance & Operations	5,159	5,726	7,950	9,535	9,535	(2)
Contractual Services	23,978	32,785	30,500	48,500	28,500	(3)
Debt Service	-	-	-	-	-	
Capital Outlay	-	-	-	-	-	
<b>GRAND TOTAL</b>	<b>\$ 33,878</b>	<b>\$ 42,209</b>	<b>\$ 93,723</b>	<b>\$ 114,378</b>	<b>\$ 95,052</b>	
<b>POSITIONS (FTE)</b>	-	-	<b>0.42</b>	<b>0.42</b>	<b>0.42</b>	<b>(1)</b>

(1) Fiscal Year 2010-2011 includes the addition of the Assistant to the City Manager and is budgeted 42 percent in this program, 28 percent in the Finance Department, and 15 percent each in the Water and Sewer Funds. This position was previously included in the Finance Department.

(2) These funds primarily provide for City-wide employee recruitment and training.

(3) Fiscal Year 2011-2012 includes funds for a one-time enrollment fee for participation in the North County Fire Consortium to ensure firefighter eligibility for recruitment and conformance to physical agility and written test requirements for firefighting and emergency medical response.

**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 2008-2009</b>	<b>ACTUAL 2009-2010</b>	<b>AMENDED 2010-2011</b>	<b>ADOPTED 2011-2012</b>	<b>ADOPTED 2012-2013</b>
Employee Services	\$ -	\$ -	\$ -	\$ -	\$ -
Maintenance & Operations	12,112	5,156	12,000	12,400	12,400 (1)
Debt Service	-	-	-	-	-
Capital Outlay	-	-	-	-	-
<b>GRAND TOTAL</b>	<b>\$ 12,112</b>	<b>\$ 5,156</b>	<b>\$ 12,000</b>	<b>\$ 12,400</b>	<b>\$ 12,400</b>
<b>POSITIONS (FTE)</b>	-	-	-	-	-

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

**CITY OF DEL MAR  
FISCAL YEARS 2011-2012 AND 2012-2013  
EXPENDITURE DETAIL**

<b>FUND: 01</b>		<b>GENERAL</b>				
<b>ACCOUNT</b>	<b>DESCRIPTION</b>	<b>ACTUAL 2008-2009</b>	<b>ACTUAL 2009-2010</b>	<b>AMENDED 2010-2011</b>	<b>ADOPTED 2011-2012</b>	<b>ADOPTED 2012-2013</b>
	<b><u>CITY MANAGER</u></b>					
01-5200-1000	SALARIES - PERMANENT	371,802	366,722	390,354	390,354	390,354
01-5200-1200	EMPLOYEE BENEFITS	120,709	119,563	132,824	143,071	148,378
01-5200-1205	WORKERS' COMPENSATION	11,362	2,835	9,090	9,090	9,090
01-5200-1300	SALARIES - SEASONAL	-	6,458	15,000	15,000	15,000
01-5200-1400	OVERTIME SALARIES	200	-	-	-	-
01-5200-1803	OUTSIDE CLERICAL	-	-	-	-	-
	<b>EMPLOYEE SERVICES</b>	<b>504,073</b>	<b>495,578</b>	<b>547,268</b>	<b>557,515</b>	<b>562,822</b>
01-5200-2131	VEHICLE MAINTENANCE	595	437	2,000	2,000	2,000
01-5200-2300	OPERATING SUPPLIES	6,216	2,396	5,600	5,000	5,000
01-5200-2360	COMPUTER SOFTWARE	-	-	-	-	-
01-5200-2800	GAS & OIL	1,131	1,219	1,500	1,500	1,500
01-5200-3700	MEMBERSHIPS & SUBSCRIPTIONS	3,940	1,880	2,840	3,626	3,626
01-5200-3800	MEETINGS & TRAVEL	3,861	2,138	3,000	3,000	3,000
01-5200-3801	TRAINING & EDUCATION	-	1,739	2,000	2,000	2,000
01-5200-3900	AUTO ALLOWANCE	4,800	4,800	4,800	4,800	4,800
	<b>MAINTENANCE &amp; OPERATIONS</b>	<b>20,543</b>	<b>14,609</b>	<b>21,740</b>	<b>21,926</b>	<b>21,926</b>
01-5200-3200	<b>CONTRACTUAL SERVICES</b>	<b>9,030</b>	<b>16,650</b>	<b>5,000</b>	<b>5,000</b>	<b>3,500</b>
01-5200-5500	VEHICLES	-	-	-	-	-
	<b>CAPITAL OUTLAY</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>
	<b>CITY MANAGER</b>	<b>533,646</b>	<b>526,837</b>	<b>574,008</b>	<b>584,441</b>	<b>588,248</b>
	<b><u>HUMAN RESOURCES</u></b>					
01-5210-1000	SALARIES - PERMANENT	-	134	37,749	37,749	37,749
01-5210-1200	EMPLOYEE BENEFITS	-	64	13,151	14,222	14,896
01-5210-1205	WORKERS' COMPENSATION	-	-	873	873	873
01-5210-1250	TUITION REIMBURSEMENT	4,741	3,500	3,500	3,500	3,500
	<b>EMPLOYEE SERVICES</b>	<b>4,741</b>	<b>3,698</b>	<b>55,273</b>	<b>56,343</b>	<b>57,017</b>
01-5210-2330	EMPLOYEE RELATIONS	3,219	2,398	3,000	3,000	3,000
01-5210-3000	ADVERTISING & PRINTING	1,329	2,421	2,000	2,500	2,500
01-5210-3700	MEMBERSHIPS & SUBSCRIPTIONS	275	370	700	740	740
01-5210-3800	MEETINGS & TRAVEL	86	537	250	250	250
01-5210-3801	TRAINING & EDUCATION	250	-	2,000	3,045	3,045
	<b>MAINTENANCE &amp; OPERATIONS</b>	<b>5,159</b>	<b>5,726</b>	<b>7,950</b>	<b>9,535</b>	<b>9,535</b>
01-5210-3200	<b>CONTRACTUAL SERVICES</b>	<b>23,978</b>	<b>32,785</b>	<b>30,500</b>	<b>48,500</b>	<b>28,500</b>
	<b>HUMAN RESOURCES</b>	<b>33,878</b>	<b>42,209</b>	<b>93,723</b>	<b>114,378</b>	<b>95,052</b>
	<b><u>CITY MEMBERSHIPS</u></b>					
01-5212-3700	MEMBERSHIPS & SUBSCRIPTIONS	12,112	5,156	12,000	12,400	12,400
	<b>MAINTENANCE &amp; OPERATIONS</b>	<b>12,112</b>	<b>5,156</b>	<b>12,000</b>	<b>12,400</b>	<b>12,400</b>
	<b>CITY MEMBERSHIPS</b>	<b>12,112</b>	<b>5,156</b>	<b>12,000</b>	<b>12,400</b>	<b>12,400</b>

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# 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.

### **2009-2010 and 2010-2011 Achievements**

- Completed modification of the City's schedule of fees for Engineering review services.
- Complete the grant funding application for the San Dieguito River Bridge structural evaluation that was approved by Federal Highway Administration.
- Assisted in the Caltrans final approvals for the North Torrey Pines Bridge that has resulted in a favorable bid and commencement of Construction.
- Completed Construction staking or the 21<sup>st</sup> Street Pump station.
- Assisted and/or managed the design and contract administration of a number of other critical improvement projects, including the following:
  - The Annual Street & Drainage American Recovery and Re-investment Act funded downtown project.
  - Beach Safety Center Request for Proposals
  - Completion of the Bi-Annual Water and Sewer Project.
  - Review of Southern California Edison improvement projects.

### **Service Level Changes**

The current level of service will be maintained.

### **2011-2012 and 2012-2013 Goals and Objectives**

- Continue Annual Street and Drain projects throughout the City.
- Complete construction of the 17<sup>th</sup> Street Beach Safety Center.

- Complete the design and construction of projects funded through the County's Vector funded grant awards.
- Continue to manage Regional Transportation Improvement Program (RTIP) funds for the City and attend the City/County Transportation Committee as the City's representative.

**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 2008-2009</b>	<b>ACTUAL 2009-2010</b>	<b>AMENDED 2010-2011</b>	<b>ADOPTED 2011-2012</b>	<b>ADOPTED 2012-2013</b>
Employee Services	\$ -	\$ -	\$ -	\$ -	\$ -
Maintenance & Operations	-	-	-	-	-
Contractual Services	272,433	145,548	146,631	155,000	155,000 (1)
Debt Service	-	-	-	-	-
Capital Outlay	-	-	-	-	-
<b>GRAND TOTAL</b>	<b>\$ 272,433</b>	<b>\$ 145,548</b>	<b>\$ 146,631</b>	<b>\$ 155,000</b>	<b>\$ 155,000</b>
<b>POSITIONS (FTE)</b>	-	-	-	-	-

(1) This budget reflects a base level of engineering services of each year. Preliminary development reviews charged to this account are offset by a flat fee reported in engineering revenues.

**CITY OF DEL MAR  
FISCAL YEARS 2011-2012 AND 2012-2013  
EXPENDITURE DETAIL**

FUND: 01		GENERAL				
ACCOUNT	DESCRIPTION	ACTUAL 2008-2009	ACTUAL 2009-2010	AMENDED 2010-2011	ADOPTED 2011-2012	ADOPTED 2012-2013
	<b>ENGINEERING SERVICES</b>					
01-5220-3700	MEMBERSHIPS & SUBSCRIPTIONS	-	-	-	-	-
01-5220-3800	MEETINGS & TRAVEL	-	-	-	-	-
	<b>MAINTENANCE &amp; OPERATIONS</b>					
01-5220-3210	CITY ENGINEER	49,732	54,802	55,643	60,000	66,000
01-5220-3211	CITY ENGINEER - SPECIAL PROJECT	34,967	17,474	10,000	10,000	10,000
01-5220-3212	TRAFFIC ENGINEERING	12,004	15,113	11,988	16,000	10,000
01-5220-3213	PRELIMINARY REVIEWS	-	472	-	-	-
01-5220-3218	ORDINANCE/PROCEDURES. UPDATE	3,197	1,381	4,000	4,000	4,000
01-5220-3219	TECH SUPPORT PLANNING	20,850	19,746	20,000	20,000	20,000
01-5220-3227	DEVELOPMENT REVIEWS	148,859	36,560	45,000	45,000	45,000
01-5220-3200	CONTRACTUAL SERVICES	2,824	-	-	-	-
	<b>CONTRACTUAL SERVICES</b>	<b>272,433</b>	<b>145,548</b>	<b>146,631</b>	<b>155,000</b>	<b>155,000</b>
	<b>ENGINEERING SERVICES</b>	<b>272,433</b>	<b>145,548</b>	<b>146,631</b>	<b>155,000</b>	<b>155,000</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*

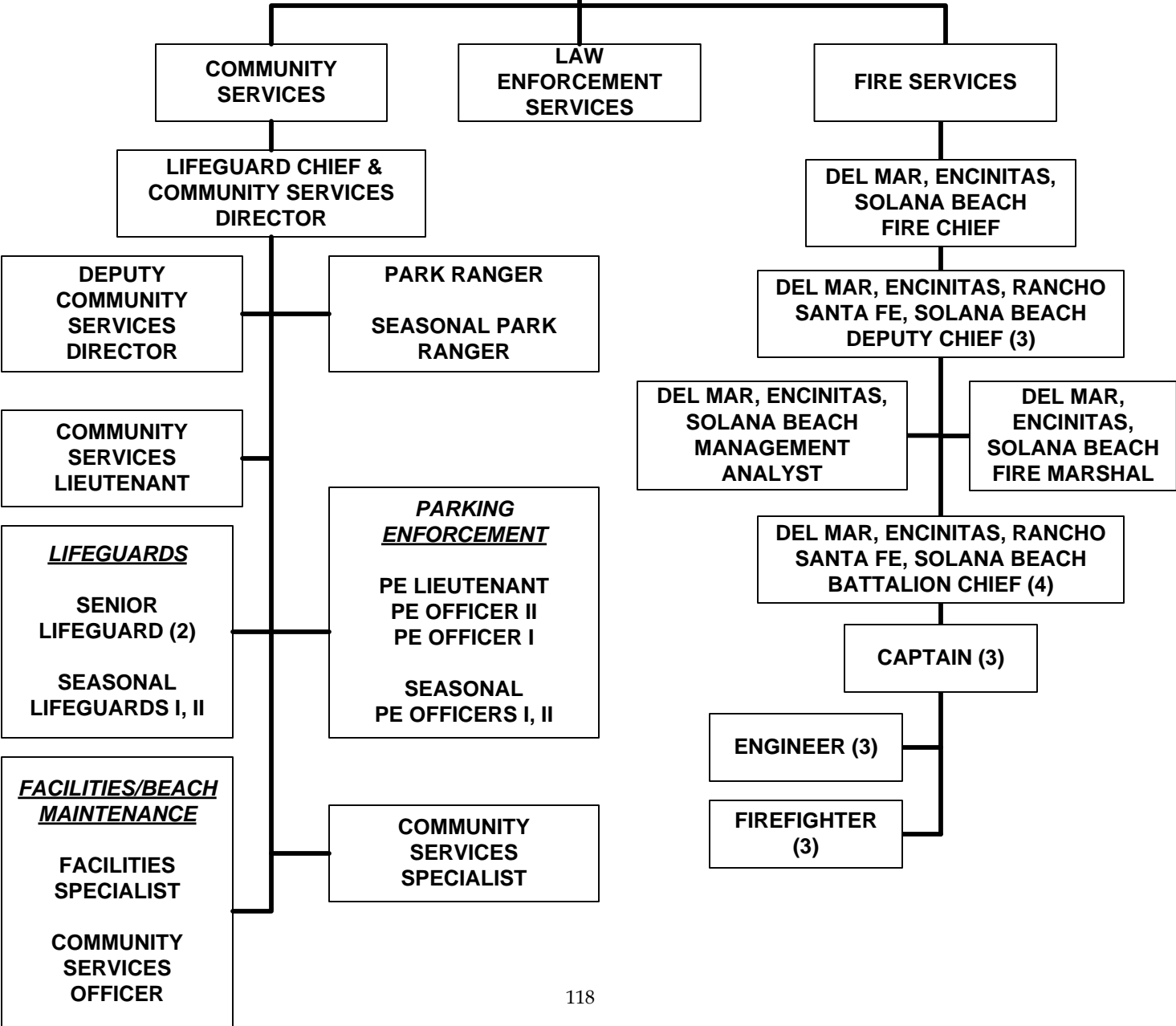
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*A wonderful place to live, work & play*

**PUBLIC SAFETY**

PUBLIC SAFETY ADMINISTRATION  
 COMMUNITY SERVICES  
 FIRE SERVICES  
 LAW ENFORCEMENT SERVICES

**CITY MANAGER**



## 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 is provided through a cooperative agreement with the cities of Encinitas and Solana Beach and the Rancho Santa Fe Fire Protection District.

The **Community Services Department** is comprised of Lifeguard Services, Parking Enforcement, the Powerhouse Community Center, the Park Ranger Program, and Beach Services; including 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. Additionally, 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 as well as the processing of facility use permits for private use of the beach, parks, and the Powerhouse Community Center. Beach Services is responsible for cleaning the public restrooms, the beach, and city trash cans, the Powerhouse Community Center, Seagrove, and Powerhouse Parks.

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, along with targeted enforcement by motorcycle units on an overtime basis. 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.).

## **2009-2010 and 2010-2011 Major Achievements**

### **Fire**

- Developed and implemented a City Readiness Initiative (CRI) to enable the City to respond to a large-scale bioterrorist event by dispensing antibiotics to the entire population within 48 hours.
- Implemented an automated staffing program (Telestaff) designed to ensure that firefighting positions are kept staffed at all times.
- Adopted 2010 California Fire Code and amended Del Mar Municipal Fire Code.
- Received grants to enhance the Community Emergency Response Team (CERT) program and to purchase radios, batteries and charging equipment for use during large scale incidents and day-to-day operations.
- Divided the city into fire management zones then assigned fire engine companies/shifts responsibility areas for the annual maintenance of fire hydrants and the annual fire safety inspection of all businesses.

### **Community Services**

- Increased beach accessibility at North Beach, 29<sup>th</sup>, 27<sup>th</sup> and 26<sup>th</sup> Street access points.
- Provided continuing support to planning/design for the 17<sup>th</sup> Street Beach Safety Center Headquarters.
- 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.
- Parking Division increased efficiency and customer ease of use by converting parking meters to handle credit card transactions.

- Significant improvements and enhancements to the Powerhouse Community Center were achieved throughout the year including re-painting and stall improvements to the public restrooms as well as floor re-surfacing in the building.

### **Service Level Changes**

The same level of service will be maintained with no changes in staff.

### **2011-2012 and 2012-2013 Goals and Objectives**

#### **Fire**

- Develop a Strategic Work Plan for the Fire Department that will serve as a blueprint for how the Department will respond to a variety of challenges and changing priorities in the next two years.
- Identify and actively pursue grant funding opportunities while continuing to seek out and identify cost recovery opportunities for the department.
- Develop a Continuity of Operations Plan (COOP) for the City to ensure that essential functions continue or can be rapidly reestablished in the event of a large scale emergency or disaster.
- Complete a review and update the City's Emergency Operations procedures and arrange for additional citywide disaster exercises involving all departments of the City.
- Continue the evaluation and analysis of potential service sharing arrangements and service governance options with the cities of Encinitas and Solana Beach and the Rancho Santa Fe Fire Protection District.
- Provide an assessment of the current fire station's costs, condition and location then provide alternatives that will maintain or improve service delivery.

#### **Community Services**

- Maintain the department's unparalleled record of no drowning on a guarded beach.

- Certify new 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 and have them complete the 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 residence and visitors.
- Continue to provide support for design of the 17<sup>th</sup> Beach Street 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.
- 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 with their Community events.
- Continue to generate ideas for potential new revenue.
- Enhance and provide more cost-effective departmental communications to meet changes in the short and long-term.
- Expand parking enforcement hours and add 'Pay and Display' metering to 29<sup>th</sup> Street.

<b>Positions (FTE)</b>	<b>2008-2009 Actual</b>	<b>2009-2010 Actual</b>	<b>2010-2011 Actual</b>	<b>2011-2012 Adopted</b>	<b>2012-2013 Adopted</b>
Community Services	10.00	11.00	11.00	12.00	12.00
Fire Services	9.50	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 2008-2009</b>	<b>ACTUAL 2009-2010</b>	<b>AMENDED 2010-2011</b>	<b>ADOPTED 2011-2012</b>	<b>ADOPTED 2012-2013</b>
Employee Services	\$ -	\$ -	\$ -	\$ -	\$ -
Maintenance & Operations	-	-	-	-	-
Contractual Services	1,208,279	1,379,424	1,224,943	1,292,232	1,363,222 (1)
Debt Service	-	-	-	-	-
Capital Outlay	-	-	-	-	-
<b>GRAND TOTAL</b>	<b>\$ 1,208,279</b>	<b>\$ 1,379,424</b>	<b>\$ 1,224,943</b>	<b>\$ 1,292,232</b>	<b>\$ 1,363,222</b>
<b>POSITIONS (FTE)</b>	-	-	-	-	-

(1) Reflects funding based on a previously negotiated five-year contract in Fiscal Year 2007-2008 that caps any increases to a maximum of 5.5 percent each year.

**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 2008-2009</b>	<b>ACTUAL 2009-2010</b>	<b>AMENDED 2010-2011</b>	<b>ADOPTED 2011-2012</b>	<b>ADOPTED 2012-2013</b>
Employee Services	\$ -	\$ -	\$ -	\$ -	\$ -
Maintenance & Operations	-	-	-	-	-
Contractual Services	465,523	299,073	441,298	465,569	491,175 (1)
Debt Service	-	-	-	-	-
Capital Outlay	-	-	-	-	-
<b>GRAND TOTAL</b>	<b>\$ 465,523</b>	<b>\$ 299,073</b>	<b>\$ 441,298</b>	<b>\$ 465,569</b>	<b>\$ 491,175</b>
<b>POSITIONS (FTE)</b>	-	-	-	-	-

(1) Reflects funding based on a previously negotiated five-year contract in Fiscal Year 2007-2008 that caps any increases to a maximum of 5.5 percent each year.

**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 2008-2009</b>	<b>ACTUAL 2009-2010</b>	<b>AMENDED 2010-2011</b>	<b>ADOPTED 2011-2012</b>	<b>ADOPTED 2012-2013</b>
Employee Services	\$ -	\$ -	\$ -	\$ -	\$ -
Maintenance & Operations	-	-	-	-	-
Contractual Services	52,907	54,000	54,000	54,000	54,000 (1)
Debt Service	-	-	-	-	-
Capital Outlay	-	-	-	-	-
<b>GRAND TOTAL</b>	<b>\$ 52,907</b>	<b>\$ 54,000</b>	<b>\$ 54,000</b>	<b>\$ 54,000</b>	<b>\$ 54,000</b>
<b>POSITIONS (FTE)</b>	-	-	-	-	-

(1) This represents the amount paid to Redflex generated by the red light camera system. During Fiscal Year 2009-2010, the City's contract changed to a flat-rate contract of \$4,500 per month consistent with governing requirements for red-light camera system vendors.

**PROGRAM: COMMUNITY SERVICES****ACCT #01-5630**

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.

	<b>ACTUAL 2008-2009</b>	<b>ACTUAL 2009-2010</b>	<b>AMENDED 2010-2011</b>	<b>ADOPTED 2011-2012</b>	<b>ADOPTED 2012-2013</b>	
Employee Services	\$ 215,723	\$ 211,578	\$ 232,081	\$ 250,554	\$ 254,465	(1)
Maintenance & Operations	8,585	12,041	10,850	10,400	10,750	
Contractual Services	24,157	25,630	25,174	27,000	27,500	(2)
Debt Service	-	-	-	-	-	
Capital Outlay	-	-	-	-	-	
<b>GRAND TOTAL</b>	<b>\$ 248,465</b>	<b>\$ 249,249</b>	<b>\$ 268,105</b>	<b>\$ 287,954</b>	<b>\$ 292,715</b>	
<b>POSITIONS (FTE)</b>	<b>2.0</b>	<b>2.0</b>	<b>2.0</b>	<b>2.0</b>	<b>2.0</b>	

- (1) The salary for the Director of Community Services / Lifeguard Chief, Deputy Chief, and Community Services Lieutenant 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.

**PROGRAM: LIFEGUARD SERVICES****ACCT #01-5631**

This program funds Lifeguard Services. Del Mar Lifeguards maintain a safe beach environment through preventive lifeguarding and proactive law enforcement.

	<b>ACTUAL 2008-2009</b>	<b>ACTUAL 2009-2010</b>	<b>AMENDED 2010-2011</b>	<b>ADOPTED 2011-2012</b>	<b>ADOPTED 2012-2013</b>	
Employee Services	\$606,304	\$567,190	\$570,393	\$612,812	\$625,173	(1)
Maintenance & Operations	122,680	110,734	94,965	109,150	90,750	
Contractual Services	9,239	7,703	-	-	-	
Debt Service	-	-	-	-	-	
Capital Outlay	37,007	656	-	12,639	32,500	(2)
<b>GRAND TOTAL</b>	<b>\$775,230</b>	<b>\$686,283</b>	<b>\$665,358</b>	<b>\$734,601</b>	<b>\$748,423</b>	
<b>POSITIONS (FTE)</b>	<b>3.0</b>	<b>3.0</b>	<b>3.0</b>	<b>4.0</b>	<b>4.0</b>	

(1) The salary for the Director of Community Services / Lifeguard Chief, Deputy Chief, and Community Services Lieutenant 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.

(2) Funds are budgeted in 2011-2012 year to replace two boat trailers and portable radios. Funds are budgeted in 2012-2013 year to replace the Arancia rescue boat and engine along with two ATV's.

**PROGRAM: PARKING ENFORCEMENT****ACCT #01-5632**

This program funds enforcement of parking regulations. It includes the installation, maintenance, and collection of parking control devices.

	<b>ACTUAL 2008-2009</b>	<b>ACTUAL 2009-2010</b>	<b>AMENDED 2010-2011</b>	<b>ADOPTED 2011-2012</b>	<b>ADOPTED 2012-2013</b>
Employee Services	\$302,650	\$305,293	\$324,582	\$329,945	\$337,593 (1)
Maintenance & Operations	64,800	36,050	50,455	35,230	31,250
Contractual Services	52,621	64,929	67,000	80,000	80,000 (2)
Debt Service	-	-	-	-	-
Capital Outlay	15,145	35,469	25,700	12,000	-
<b>GRAND TOTAL</b>	<b>\$435,216</b>	<b>\$441,741</b>	<b>\$467,737</b>	<b>\$457,175</b>	<b>\$448,843</b>
<b>POSITIONS (FTE)</b>	<b>3.0</b>	<b>3.0</b>	<b>3.0</b>	<b>3.0</b>	<b>3.0</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) Includes the City's cost to contract with the Phoenix Company to process parking citations, the annual service agreement to maintain the Pay and Display machines as well as the administration costs for the credit card transaction fees for the meters.

<b>PROGRAM: FIRE SERVICES</b>	<b>ACCT # 01-5730</b>
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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.

	ACTUAL 2008-2009	ACTUAL 2009-2010	AMENDED 2010-2011	ADOPTED 2011-2012	ADOPTED 2012-2013
Employee Services	\$1,479,156	\$1,422,842	\$1,505,497	\$1,488,078	\$1,536,871 (1)
Maintenance & Operations	185,255	174,468	186,085	205,642	194,588 (2)
Contractual Services	166,479	226,965	295,583	270,840	285,380 (3)
Debt Service	-	-	-	63,000	63,000 (4)
Capital Outlay	-	13,772	-	-	-
<b>GRAND TOTAL</b>	<b>\$ 1,830,890</b>	<b>\$ 1,838,047</b>	<b>\$ 1,987,165</b>	<b>\$ 2,027,560</b>	<b>\$ 2,079,839</b>
<b>POSITIONS (FTE)</b>	<b>9.0</b>	<b>9.0</b>	<b>9.0</b>	<b>9.0</b>	<b>9.0</b>

- (1) The reduction in employee service costs in Fiscal Year 2011-2012 is primarily due to savings resulting from the implementation of a new two-year agreement with the firefighters union. Effective October, 2010, firefighter employees contribute the total of nine percent of the Employee Contribution under the City's CalPERS Fire Safety plan.
- (2) Included in this category is the increased cost of approximately \$17,000 to lease the Fire Department building from the Fairgrounds. The lease payment increases annually by the Consumer Price Index.
- (3) Amendments to the Cooperative Management Services Agreement have resulted in a reduction in contractual costs. Contractual services also include the equipment rental costs associated with the Fuel Reduction Program and the annual contract with North County Dispatch JPA for on-going emergency and non-emergency dispatch services. The cost for dispatch services in Fiscal Year 2011-2012 has been reduced due to a savings from not having to fund the annual replacement reserve for the Fire Department's mobile data computers (MDCs) for one year.
- (4) This category includes debt service for the purchase of a new Type III fire engine

<b>PROGRAM: HAZARDOUS WASTE</b>	<b>ACCT # 01-5731</b>
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This program funds the City's participation in the County's Hazardous Incident Response Team (HIRT) and supplies and services for disposing of hazardous waste.

	ACTUAL 2008-2009	ACTUAL 2009-2010	AMENDED 2010-2011	ADOPTED 2011-2012	ADOPTED 2012-2013
Employee Services	\$ -	\$ -	\$ -	\$ -	\$ -
Maintenance & Operations	405	9,740	11,242	9,810	10,791 (1)
Contractual Services	9,987	-	1,051	1,050	1,050 (2)
Debt Service	-	-	-	-	-
Capital Outlay	-	-	-	-	-
<b>GRAND TOTAL</b>	<b>\$ 10,392</b>	<b>\$ 9,740</b>	<b>\$ 12,293</b>	<b>\$ 10,860</b>	<b>\$ 11,841</b>
<b>POSITIONS (FTE)</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>
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This program provides for County-wide disaster training exercises, equipment for the City's emergency operations center (EOC) and membership in the Unified Disaster Council.

	ACTUAL 2008-2009	ACTUAL 2009-2010	AMENDED 2010-2011	ADOPTED 2011-2012	ADOPTED 2012-2013
Employee Services	\$ -	\$ -	\$ -	\$ -	\$ -
Maintenance & Operations	3,587	2,105	1,051	750	750
Contractual Services	949	-	2,101	1,960	1,960 (1)
Debt Service	-	-	-	-	-
<b>GRAND TOTAL</b>	<b>\$ 4,536</b>	<b>\$ 2,105</b>	<b>\$ 3,152</b>	<b>\$ 2,710</b>	<b>\$ 2,710</b>
<b>POSITIONS (FTE)</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 2011-2012 AND 2012-2013  
EXPENDITURE DETAIL**

<b>FUND: 01</b>		<b>GENERAL</b>				
<b>ACCOUNT</b>	<b>DESCRIPTION</b>	<b>ACTUAL 2008-2009</b>	<b>ACTUAL 2009-2010</b>	<b>AMENDED 2010-2011</b>	<b>ADOPTED 2011-2012</b>	<b>ADOPTED 2012-2013</b>
	<b><u>PATROL ENFORCEMENT</u></b>					
01-5230-3700	MEMBERSHIPS & SUBSCRIPTIONS	-	-	-	-	-
01-5230-4815	BOOKING FEES	-	-	-	-	-
	<b><u>MAINTENANCE &amp; OPERATIONS</u></b>					
01-5230-3220	PATROL ENFORCEMENT	1,207,598	1,378,196	1,223,443	1,290,732	1,361,722
01-5230-3225	REGIONAL SERVICES	681	1,228	1,500	1,500	1,500
	<b>CONTRACTUAL SERVICES</b>	<b>1,208,279</b>	<b>1,379,424</b>	<b>1,224,943</b>	<b>1,292,232</b>	<b>1,363,222</b>
	<b>PATROL ENFORCEMENT</b>	<b>1,208,279</b>	<b>1,379,424</b>	<b>1,224,943</b>	<b>1,292,232</b>	<b>1,363,222</b>
	<b><u>TRAFFIC ENFORCEMENT</u></b>					
01-5231-3221	TRAFFIC ENFORCEMENT	465,523	299,073	441,298	465,569	491,175
	<b>CONTRACTUAL SERVICES</b>	<b>465,523</b>	<b>299,073</b>	<b>441,298</b>	<b>465,569</b>	<b>491,175</b>
	<b>TRAFFIC ENFORCEMENT</b>	<b>465,523</b>	<b>299,073</b>	<b>441,298</b>	<b>465,569</b>	<b>491,175</b>
	<b><u>TRAFFIC SIGNAL ENFORCEMENT</u></b>					
01-5233-3200	CONTRACT SERVICES	52,907	54,000	54,000	54,000	54,000
	<b>CONTRACTUAL SERVICES</b>	<b>52,907</b>	<b>54,000</b>	<b>54,000</b>	<b>54,000</b>	<b>54,000</b>
	<b>TRAFFIC SIGNAL ENFORCEMENT</b>	<b>52,907</b>	<b>54,000</b>	<b>54,000</b>	<b>54,000</b>	<b>54,000</b>
	<b>TOTAL LAW ENFORCEMENT</b>	<b>1,726,709</b>	<b>1,732,497</b>	<b>1,720,241</b>	<b>1,811,801</b>	<b>1,908,397</b>
	<b><u>COMMUNITY SERVICES</u></b>					
01-5630-1000	SALARIES - PERMANENT	151,292	150,769	168,865	175,365	175,365
01-5630-1200	EMPLOYEE BENEFITS	47,500	47,694	54,536	66,341	70,251
01-5630-1205	WORKERS' COMPENSATION	6,933	1,734	5,180	5,349	5,349
01-5630-1300	SALARIES - SEASONAL	574	21	-	-	-
01-5630-1400	OVERTIME	9,424	11,360	3,500	3,500	3,500
	<b>EMPLOYEE SERVICES</b>	<b>215,723</b>	<b>211,578</b>	<b>232,081</b>	<b>250,554</b>	<b>254,465</b>
01-5630-2000	BUILDING MAINTENANCE & REPAIR	-	500	2,500	1,500	1,500
01-5630-2100	EQUIP/RADIO MAINTENANCE & REPAIR	-	-	400	400	400
01-5630-2131	VEHICLE MAINTENANCE	436	694	900	900	1,000
01-5630-2133	VEHICLE CONTRACTUAL SERVICES	-	-	-	-	-
01-5630-2300	OPERATING SUPPLIES	2,626	5,378	1,500	2,000	2,000
01-5630-2800	GAS & OIL	2,382	2,344	3,000	3,000	3,250
01-5630-3400	TELEPHONE	3,141	3,125	2,550	2,600	2,600
01-5630-3800	MEETINGS & TRAVEL	-	-	-	-	-
	<b>MAINTENANCE &amp; OPERATIONS</b>	<b>8,585</b>	<b>12,041</b>	<b>10,850</b>	<b>10,400</b>	<b>10,750</b>
01-5630-3200	<b>CONTRACTUAL SERVICES</b>	<b>24,157</b>	<b>25,630</b>	<b>25,174</b>	<b>27,000</b>	<b>27,500</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>248,465</b>	<b>249,249</b>	<b>268,105</b>	<b>287,954</b>	<b>292,715</b>

**CITY OF DEL MAR  
FISCAL YEARS 2011-2012 AND 2012-2013  
EXPENDITURE DETAIL**

<b>FUND: 01</b>		<b>GENERAL</b>				
<b>ACCOUNT</b>	<b>DESCRIPTION</b>	<b>ACTUAL 2008-2009</b>	<b>ACTUAL 2009-2010</b>	<b>AMENDED 2010-2011</b>	<b>ADOPTED 2011-2012</b>	<b>ADOPTED 2012-2013</b>
	<b><u>LIFEGUARD SERVICES</u></b>					
01-5631-1000	SALARIES - PERMANENT	219,223	211,204	239,675	246,174	246,174
01-5631-1200	EMPLOYEE BENEFITS	87,702	73,909	95,753	114,061	121,292
01-5631-1205	WORKERS' COMPENSATION	19,826	4,492	11,965	12,577	12,708
01-5631-1300	SALARIES - SEASONAL	265,442	260,573	213,000	230,000	235,000
01-5631-1400	OVERTIME	14,111	17,012	10,000	10,000	10,000
	<b>EMPLOYEE SERVICES</b>	<b>606,304</b>	<b>567,190</b>	<b>570,393</b>	<b>612,812</b>	<b>625,173</b>
01-5631-2000	BUILDING MAINTENANCE & REPAIR	5,193	4,646	5,000	20,000	5,000
01-5631-2100	EQUIP/RADIO MAINTENANCE & REPAIR	114	400	3,000	3,000	3,000
01-5631-2131	VEHICLE MAINTENANCE	5,847	1,672	2,500	3,500	2,500
01-5631-2300	OPERATING SUPPLIES	68,161	55,424	42,500	42,500	42,500
01-5631-2400	UNIFORMS	7,520	4,664	3,000	3,500	3,500
01-5631-2600	SMALL TOOLS & EQUIPMENT	-	15,326	9,000	8,500	5,000
01-5631-2800	GAS & OIL	8,855	8,886	9,000	9,000	9,500
01-5631-3000	ADVERTISING & PRINTING	441	464	450	500	500
01-5631-3300	UTILITIES	5,720	5,591	6,785	6,700	7,000
01-5631-3400	TELEPHONE	2,790	3,023	5,480	2,700	3,000
01-5631-3600	PROPERTY/EQUIPMENT RENTAL	215	-	-	-	-
01-5631-3700	MEMBERSHIPS & SUBSCRIPTIONS	-	-	250	250	250
01-5631-3800	MEETINGS & TRAVEL	1,049	-	-	-	-
01-5631-3801	TRAINING & EDUCATION	16,775	10,638	8,000	9,000	9,000
	<b>MAINTENANCE &amp; OPERATIONS</b>	<b>122,680</b>	<b>110,734</b>	<b>94,965</b>	<b>109,150</b>	<b>90,750</b>
01-5631-3200	CONTRACTUAL SERVICES	9,239	7,703	-	-	-
01-5631-3215	JUNIOR LIFEGUARD	-	-	-	-	-
	<b>CONTRACTUAL SERVICES</b>	<b>9,239</b>	<b>7,703</b>	<b>-</b>	<b>-</b>	<b>-</b>
01-5631-5300	MACHINERY & EQUIPMENT	5,285	656	-	12,639	32,500
01-5631-5500	VEHICLES	31,722	-	-	-	-
	<b>CAPITAL OUTLAY</b>	<b>37,007</b>	<b>656</b>	<b>-</b>	<b>12,639</b>	<b>32,500</b>
	<b>LIFEGUARD SERVICES</b>	<b>775,230</b>	<b>686,283</b>	<b>665,358</b>	<b>734,601</b>	<b>748,423</b>
	<b><u>PARKING ENFORCEMENT</u></b>					
01-5632-1000	SALARIES - PERMANENT	152,308	156,118	163,616	163,616	163,616
01-5632-1200	EMPLOYEE BENEFITS	64,557	64,456	72,733	78,096	82,558
01-5632-1205	WORKERS' COMPENSATION	19,621	5,152	14,733	14,733	14,919
01-5632-1300	SALARIES - SEASONAL	60,074	67,703	72,000	72,000	75,000
01-5632-1400	OVERTIME	6,090	11,864	1,500	1,500	1,500
	<b>EMPLOYEE SERVICES</b>	<b>302,650</b>	<b>305,293</b>	<b>324,582</b>	<b>329,945</b>	<b>337,593</b>
01-5632-2000	BUILDING MAINTENANCE & REPAIR	2,994	-	-	-	-
01-5632-2100	EQUIP/RADIO MAINTENANCE & REPAIR	3,973	1,634	10,225	7,500	7,500
01-5632-2131	VEHICLE MAINTENANCE	5,475	2,582	1,500	1,500	1,000
01-5632-2300	OPERATING SUPPLIES	20,726	12,208	6,000	7,000	7,000
01-5632-2400	UNIFORMS	4,370	3,726	1,500	2,500	2,500
01-5632-2600	SMALL TOOLS & EQUIPMENT	13,986	5,912	20,000	5,000	1,000
01-5632-2800	GAS & OIL	4,045	3,493	5,000	5,000	5,500
01-5632-3000	ADVERTISING & PRINTING	7,410	5,850	5,000	5,500	5,500
01-5632-3400	TELEPHONE	531	492	1,230	1,230	1,250
01-5632-3600	PROPERTY/EQUIPMENT RENTAL	215	-	-	-	-
01-5632-3800	MEETINGS & TRAVEL	1,075	-	-	-	-
01-5632-3801	TRAINING & EDUCATION	-	153	-	-	-
	<b>MAINTENANCE &amp; OPERATIONS</b>	<b>64,800</b>	<b>36,050</b>	<b>50,455</b>	<b>35,230</b>	<b>31,250</b>
01-5632-3200	CONTRACTUAL SERVICES	52,621	64,929	67,000	80,000	80,000
01-5632-5300	MACHINERY & EQUIPMENT	15,145	35,469	25,700	12,000	-
01-5632-5500	VEHICLES	-	-	-	-	-
	<b>CAPITAL OUTLAY</b>	<b>15,145</b>	<b>35,469</b>	<b>25,700</b>	<b>12,000</b>	<b>-</b>
	<b>PARKING ENFORCEMENT</b>	<b>435,216</b>	<b>441,741</b>	<b>467,737</b>	<b>457,175</b>	<b>448,843</b>

**CITY OF DEL MAR  
FISCAL YEARS 2011-2012 AND 2012-2013  
EXPENDITURE DETAIL**

<b>FUND: 01</b>		<b>GENERAL</b>				
<b>ACCOUNT</b>	<b>DESCRIPTION</b>	<b>ACTUAL 2008-2009</b>	<b>ACTUAL 2009-2010</b>	<b>AMENDED 2010-2011</b>	<b>ADOPTED 2011-2012</b>	<b>ADOPTED 2012-2013</b>
	<b><u>FIRE PROTECTION</u></b>					
01-5730-1000	SALARIES - PERMANENT	619,568	693,545	710,898	710,898	725,116
01-5730-1100	SALARIES - PART-TIME	97,425	41,945	-	-	-
01-5730-1200	EMPLOYEE BENEFITS	418,565	446,818	506,292	496,586	525,396
01-5730-1205	WORKERS' COMPENSATION	78,131	18,714	51,552	51,552	52,583
01-5730-1300	SALARIES - SEASONAL	611	-	-	-	-
01-5730-1400	OVERTIME	264,856	203,457	217,713	210,000	214,354
01-5730-1401	FIRE FLSA OVERTIME	-	18,363	19,042	19,042	19,423
01-5730-1405	OVERTIME - FUEL REDUCTION	-	-	-	-	-
	<b>EMPLOYEE SERVICES</b>	<b>1,479,156</b>	<b>1,422,842</b>	<b>1,505,497</b>	<b>1,488,078</b>	<b>1,536,871</b>
01-5730-2000	BUILDING MAINTENANCE & REPAIR	2,712	1,138	2,000	2,500	2,000
01-5730-2100	EQUIP/RADIO MAINTENANCE & REPAIR	2,087	2,268	2,000	2,030	2,030
01-5730-2110	RADIO MAINTENANCE & REPAIR	-	-	-	-	-
01-5730-2131	VEHICLE MAINTENANCE	21,346	21,389	23,000	25,890	16,100
01-5730-2300	OPERATING SUPPLIES	34,783	24,562	27,897	20,020	10,870
01-5730-2320	POSTAGE	-	-	-	-	-
01-5730-2360	COMPUTER SOFTWARE	-	-	-	-	-
01-5730-2370	COMPUTER HARDWARE	-	-	-	845	-
01-5730-2400	UNIFORMS	6,287	4,137	5,500	7,912	7,282
01-5730-2600	SMALL TOOLS & EQUIPMENT	4,011	2,843	1,000	1,000	1,000
01-5730-2800	GAS & OIL	7,893	7,502	9,500	9,500	9,500
01-5730-3000	ADVERTISING & PRINTING	-	816	-	200	200
01-5730-3300	UTILITIES	12,562	10,011	12,600	12,600	12,600
01-5730-3400	TELEPHONE	16,400	15,844	18,375	16,000	16,000
01-5730-3600	PROPERTY/EQUIPMENT RENTAL	68,631	81,492	81,673	98,605	108,466
01-5730-3700	MEMBERSHIPS & SUBSCRIPTIONS	346	-	200	310	310
01-5730-3800	MEETINGS & TRAVEL	32	-	-	1,000	1,000
01-5730-3801	TRAINING & EDUCATION	8,165	2,466	2,340	7,230	7,230
	<b>MAINTENANCE &amp; OPERATIONS</b>	<b>185,255</b>	<b>174,468</b>	<b>186,085</b>	<b>205,642</b>	<b>194,588</b>
01-5730-3200	CONTRACTUAL SERVICES	103,762	180,030	225,913	210,037	215,782
01-5730-3222	FUEL REDUCTION	13,392	357	20,000	20,000	20,000
01-5730-3228	DISPATCH	49,325	46,578	49,670	40,803	49,598
	<b>CONTRACTUAL SERVICES</b>	<b>166,479</b>	<b>226,965</b>	<b>295,583</b>	<b>270,840</b>	<b>285,380</b>
01-5730-4500	INTEREST	-	-	-	-	-
01-5730-4600	PRINCIPAL	-	-	-	63,000	63,000
	<b>DEBT SERVICE</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>63,000</b>	<b>63,000</b>
01-5730-5300	MACHINERY & EQUIPMENT	-	13,772	-	-	-
01-5730-5500	VEHICLES	-	-	-	-	-
	<b>CAPITAL OUTLAY</b>	<b>-</b>	<b>13,772</b>	<b>-</b>	<b>-</b>	<b>-</b>
	<b>FIRE PROTECTION</b>	<b>1,830,890</b>	<b>1,838,047</b>	<b>1,987,165</b>	<b>2,027,560</b>	<b>2,079,839</b>
	<b><u>HAZARDOUS WASTE</u></b>					
01-5731-3700	MEMBERSHIPS & SUBSCRIPTIONS	405	9,740	11,242	9,810	10,791
	<b>MAINTENANCE &amp; OPERATIONS</b>	<b>405</b>	<b>9,740</b>	<b>11,242</b>	<b>9,810</b>	<b>10,791</b>
01-5731-3200	CONTRACTUAL SERVICES	9,987	-	1,051	1,050	1,050
	<b>HAZARDOUS WASTE</b>	<b>10,392</b>	<b>9,740</b>	<b>12,293</b>	<b>10,860</b>	<b>11,841</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	3,587	2,105	1,051	750	750
	<b>MAINTENANCE &amp; OPERATIONS</b>	<b>3,587</b>	<b>2,105</b>	<b>1,051</b>	<b>750</b>	<b>750</b>
01-5735-3200	CONTRACTUAL SERVICES	949	-	2,101	1,960	1,960
	<b>EMERGENCY PREPAREDNESS</b>	<b>4,536</b>	<b>2,105</b>	<b>3,152</b>	<b>2,710</b>	<b>2,710</b>



# 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*

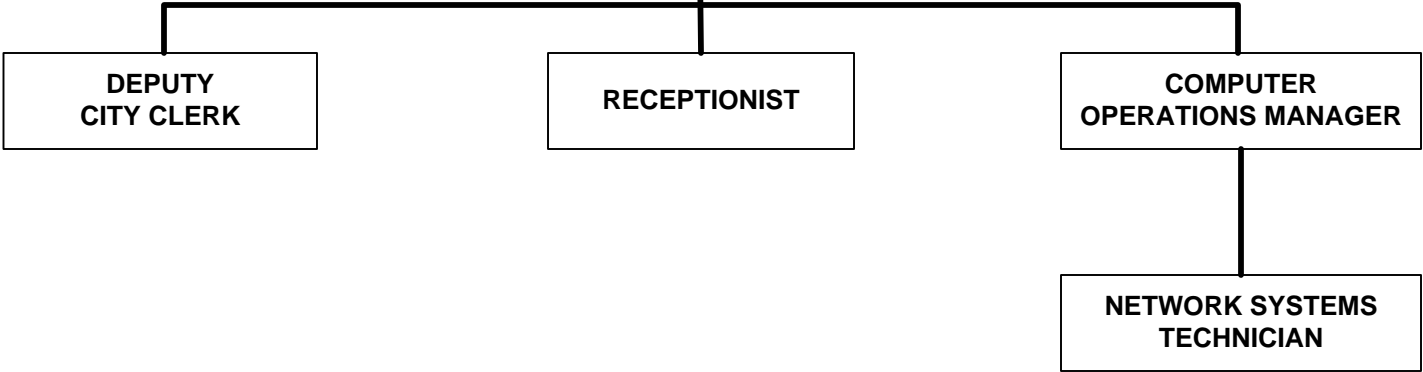
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*A wonderful place to live, work & play*

**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.

### **2009-2010 and 2010-2011 Achievements**

- Successfully administered the November 2010 Municipal Election.
- Contracted with new vendor for hosted Web Geographic Information System (GIS) and a hosted Planning permit database. Improved the Public's access to zoning information and regulations via the WebGIS.
- Expanded video streaming of government meetings to include City Council, Design Review Board and Planning Commission.
- Successful recipient of \$25,000 EECBG Grant for Energy Efficiency Project in the datacenter.

### **Service Level Changes**

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

### **2011-2012 and 2012-2013 Goals and Objectives**

- Administer Municipal Elections, including the November 2012 General Municipal Election and potential June 2012 Special Election for Council initiated ballot measures.
- Expand the use of the City Web Page and social media as a means to improve the public's access to City information.
- Implement EECBG Energy Efficiency Server Virtualization project to reduce energy use and improve business continuity.
- Upgrade the City's network core switch to enhance performance and business continuity.

<b>Positions (FTE)</b>	<b>2008-2009 Actual</b>	<b>2009-2010 Actual</b>	<b>2010-2011 Actual</b>	<b>2011-2012 Adopted</b>	<b>2012-2013 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.

	<b>ACTUAL 2008-2009</b>	<b>ACTUAL 2009-2010</b>	<b>AMENDED 2010-2011</b>	<b>ADOPTED 2011-2012</b>	<b>ADOPTED 2012-2013</b>
Employee Services	\$ -	\$ -	\$ -	\$ -	\$ -
Maintenance & Operations	29,748	7,347	7,600	8,364	8,500 (1)
Contractual Services	45,305	51,181	67,267	70,369	72,036 (2)
Debt Service	-	-	-	-	-
Capital Outlay	-	-	-	-	-
<b>GRAND TOTAL</b>	<b>\$ 75,053</b>	<b>\$ 58,528</b>	<b>\$ 74,867</b>	<b>\$ 78,733</b>	<b>\$ 80,536</b>
<b>POSITIONS (FTE)</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. Beginning 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 an 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, and 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 2008-2009</b>	<b>ACTUAL 2009-2010</b>	<b>AMENDED 2010-2011</b>	<b>ADOPTED 2011-2012</b>	<b>ADOPTED 2012-2013</b>	
Employee Services	\$ 314,348	\$ 308,343	\$ 320,080	\$ 355,209	\$ 355,835	(1)
Maintenance & Operations	12,052	11,770	12,940	13,530	13,530	(2)
Contractual Services	2,068	-	500	5,760	3,760	(3)
Debt Service	-	-	-	-	-	
Capital Outlay	-	-	-	-	-	
<b>GRAND TOTAL</b>	<b>\$ 328,468</b>	<b>\$ 320,113</b>	<b>\$ 333,520</b>	<b>\$ 374,499</b>	<b>\$ 373,125</b>	
<b>POSITIONS (FTE)</b>	<b>3.0</b>	<b>3.0</b>	<b>3.0</b>	<b>3.0</b>	<b>3.0</b>	

(1) Employee Services costs remain relatively flat as staffing has not changed in the City Clerk Office.

(2) Maintenance and Operations costs including operating supplies, advertising and printing, training and education and auto allowance for the City Clerk/Information Systems Director.

(3) Pays for climate controlled, off-site storage of original resolutions, ordinances and minutes.

**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 Regular Municipal Election is November 6, 2012.

	<b>ACTUAL 2008-2009</b>	<b>ACTUAL 2009-2010</b>	<b>AMENDED 2010-2011</b>	<b>ADOPTED 2011-2012</b>	<b>ADOPTED 2012-2013</b>
Employee Services	\$ -	\$ -	\$ -	\$ -	\$ -
Maintenance & Operations	2,677	1,151	2,360	2,360	2,360 (1)
Contractual Services	23,814	6,875	18,000	9,500	9,500 (2)
Debt Service	-	-	-	-	-
Capital Outlay	-	-	-	-	-
<b>GRAND TOTAL</b>	<b>\$ 26,491</b>	<b>\$ 8,026</b>	<b>\$ 20,360</b>	<b>\$ 11,860</b>	<b>\$ 11,860</b>
<b>POSITIONS (FTE)</b>	-	-	-	-	-

- (1) This includes funds for the registration costs for the Clerk to attend the League of California Cities' New Law and 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 Registrar of Voters who conducts the elections. The Fiscal Year 2011-2012 budget allows for a Special Election in June 2012 for one ballot measure. The 2012-2013 Budget allows for the regular election of Council Members, plus one ballot measure.

**PROGRAM: INFORMATION SYSTEMS****ACCT # 01-5320**

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.

	<b>ACTUAL 2008-2009</b>	<b>ACTUAL 2009-2010</b>	<b>AMENDED 2010-2011</b>	<b>ADOPTED 2011-2012</b>	<b>ADOPTED 2012-2013</b>	
Employee Services	\$ 168,142	\$ 188,858	\$ 199,755	\$ 202,974	\$ 206,031	(1)
Maintenance & Operations	82,422	70,355	72,677	79,333	77,994	(2)
Contractual Services	65,198	32,583	63,048	64,166	54,496	(3)
Debt Service	33,590	19,594	-	-	-	(4)
Capital Outlay	6,026	-	-	-	-	
<b>GRAND TOTAL</b>	<b>\$ 355,378</b>	<b>\$ 311,390</b>	<b>\$ 335,480</b>	<b>\$ 346,473</b>	<b>\$ 338,521</b>	
<b>POSITIONS (FTE)</b>	<b>2.0</b>	<b>2.0</b>	<b>2.0</b>	<b>2.0</b>	<b>2.0</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 2011-2012 and 2012-2013, 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 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, Planning Permit Software hosting, scanning and back-file conversion of documents into the document management system, and vendor support for the phone and electronic document management system.
- (4) The debt service on the five year capital lease of the City's Voice over IP phone system ended during Fiscal Year 2009-2010 with the final payment made in January 2010.

**CITY OF DEL MAR  
FISCAL YEARS 2011-2012 AND 2012-2013  
EXPENDITURE DETAIL**

<b>FUND: 01</b>		<b>GENERAL</b>				
<b>ACCOUNT</b>	<b>DESCRIPTION</b>	<b>ACTUAL 2008-2009</b>	<b>ACTUAL 2009-2010</b>	<b>AMENDED 2010-2011</b>	<b>ADOPTED 2011-2012</b>	<b>ADOPTED 2012-2013</b>
	<b>CABLE TV</b>					
01-5211-2000	BUILDING MAINTENANCE & REPAIR	6,400	-	-	-	-
01-5211-2100	EQUIPMENT MAINTENANCE/REPAIR	-	-	2,900	1,000	1,000
01-5211-2300	OPERATING SUPPLIES	751	379	700	700	700
01-5211-3300	UTILITIES	4,597	6,968	4,000	6,664	6,800
01-5211-3400	TELEPHONE	-	-	-	-	-
01-5211-3500	CONTRIBUTIONS	18,000	-	-	-	-
	<b>MAINTENANCE &amp; OPERATIONS</b>	<b>29,748</b>	<b>7,347</b>	<b>7,600</b>	<b>8,364</b>	<b>8,500</b>
01-5211-3200	CONTRACTUAL SERVICES	45,305	51,181	67,267	70,369	72,036
01-5211-3218	CITY PRODUCTIONS	-	-	-	-	-
	<b>CONTRACTUAL SERVICES</b>	<b>45,305</b>	<b>51,181</b>	<b>67,267</b>	<b>70,369</b>	<b>72,036</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>75,053</b>	<b>58,528</b>	<b>74,867</b>	<b>78,733</b>	<b>80,536</b>
	<b>CITY CLERK</b>					
01-5300-1000	SALARIES - PERMANENT	221,122	224,692	225,310	225,310	225,310
01-5300-1200	EMPLOYEE BENEFITS	79,916	81,379	84,410	91,855	96,380
01-5300-1205	WORKERS' COMPENSATION	5,164	1,276	3,610	3,789	3,765
01-5300-1300	SALARIES - SEASONAL	5,874	996	4,500	33,620	29,745
01-5300-1400	OVERTIME SALARIES	952	-	1,000	385	385
01-5300-1803	OUTSIDE CLERICAL	1,320	-	1,250	250	250
	<b>EMPLOYEE SERVICES</b>	<b>314,348</b>	<b>308,343</b>	<b>320,080</b>	<b>355,209</b>	<b>355,835</b>
01-5300-2100	EQUIP/RADIO MAINT & REPAIR	-	-	-	-	-
01-5300-2300	OPERATING SUPPLIES	2,676	4,195	2,500	2,000	2,000
01-5300-3000	ADVERTISING & PRINTING	4,111	2,373	4,200	3,000	3,000
01-5300-3700	MEMBERSHIPS & SUBSCRIPTIONS	425	360	525	495	625
01-5300-3800	MEETINGS & TRAVEL	40	42	600	2,600	2,600
01-5300-3801	TRAINING & EDUCATION	-	-	315	535	505
01-5300-3900	AUTO ALLOWANCE	4,800	4,800	4,800	4,800	4,800
01-5300-4000	INSURANCE	-	-	-	100	-
	<b>MAINTENANCE &amp; OPERATIONS</b>	<b>12,052</b>	<b>11,770</b>	<b>12,940</b>	<b>13,530</b>	<b>13,530</b>
01-5300-3200	CONTRACT SERVICES	218	-	500	5,760	3,760
01-5300-3207	ADMINISTRATIVE REVIEW	1,850	-	-	-	-
	<b>CONTRACTUAL SERVICES</b>	<b>2,068</b>	<b>-</b>	<b>500</b>	<b>5,760</b>	<b>3,760</b>
	<b>CITY CLERK</b>	<b>328,468</b>	<b>320,113</b>	<b>333,520</b>	<b>374,499</b>	<b>373,125</b>
	<b>ELECTIONS</b>					
01-5310-2300	OPERATING SUPPLIES	45	520	158	158	158
01-5310-3000	ADVERTISING & PRINTING	1,620	631	1,702	1,202	1,202
01-5310-3801	TRAINING & EDUCATION	1,012	-	500	1,000	1,000
	<b>MAINTENANCE &amp; OPERATIONS</b>	<b>2,677</b>	<b>1,151</b>	<b>2,360</b>	<b>2,360</b>	<b>2,360</b>
01-5310-3200	<b>CONTRACTUAL SERVICES</b>	<b>23,814</b>	<b>6,875</b>	<b>18,000</b>	<b>9,500</b>	<b>9,500</b>
	<b>ELECTIONS</b>	<b>26,491</b>	<b>8,026</b>	<b>20,360</b>	<b>11,860</b>	<b>11,860</b>

**CITY OF DEL MAR  
FISCAL YEARS 2011-2012 AND 2012-2013  
EXPENDITURE DETAIL**

<b>FUND: 01</b>		<b>GENERAL</b>				
<b>ACCOUNT</b>	<b>DESCRIPTION</b>	<b>ACTUAL 2008-2009</b>	<b>ACTUAL 2009-2010</b>	<b>AMENDED 2010-2011</b>	<b>ADOPTED 2011-2012</b>	<b>ADOPTED 2012-2013</b>
	<b>INFORMATION SYSTEMS</b>					
01-5320-1000	SALARIES	122,035	137,701	142,725	142,725	142,725
01-5320-1200	EMPLOYEE BENEFITS	44,900	50,649	54,635	58,858	61,915
01-5320-1205	WORKERS' COMPENSATION	1,099	303	895	891	891
01-5320-1300	SALARIES-SEASONAL	-	-	-	-	-
01-5320-1400	OVERTIME	108	205	1,500	500	500
	<b>EMPLOYEE SERVICES</b>	<b>168,142</b>	<b>188,858</b>	<b>199,755</b>	<b>202,974</b>	<b>206,031</b>
01-5320-2131	VEHICLE MAINTENANCE	-	-	-	-	-
01-5320-2140	COMPUTER MAINTENANCE	7,295	7,661	14,786	15,423	17,154
01-5320-2145	SOFTWARE MAINTENANCE	45,085	46,730	39,302	36,450	38,100
01-5320-2300	OPERATING SUPPLIES	6,455	4,986	5,600	5,600	5,600
01-5320-2360	COMPUTER SOFTWARE	1,783	760	1,050	1,000	1,000
01-5320-2370	COMPUTER HARDWARE	15,046	1,890	2,000	11,020	6,300
01-5320-2380	NETWORK SECURITY MAINTENANCE	78	-	-	-	-
01-5320-2800	GAS AND OIL	93	-	200	200	200
01-5320-3000	ADVERTISING & PRINTING	-	-	-	-	-
01-5320-3400	TELEPHONES	2,782	3,600	3,690	3,600	3,600
01-5320-3700	MEMBERSHIP & SUBSCRIPTIONS	-	340	349	340	340
01-5320-3800	MEETINGS & TRAVEL	10	299	500	500	500
01-5320-3801	TRAINING & EDUCATION	3,795	4,089	5,200	5,200	5,200
	<b>MAINTENANCE &amp; OPERATIONS</b>	<b>82,422</b>	<b>70,355</b>	<b>72,677</b>	<b>79,333</b>	<b>77,994</b>
01-5320-3200	CONTRACT SERVICES	56,750	23,500	40,148	37,310	27,940
01-5320-3230	CONTRACT SERVICES - WINFRAME	-	-	-	-	-
01-5320-3231	GIS SYSTEM	7,772	5,060	12,000	16,000	17,200
01-5320-3232	DIGITAL RECORD	393	185	1,500	1,500	1,500
01-5320-3233	INFRASTRUCTURE UPGRADE	-	-	-	-	-
01-5320-3234	INTERNET UPGRADE	-	-	350	-	-
01-5320-3235	DATABASE PROJECT	-	2,638	2,870	5,856	5,856
01-5320-3236	TRANSACTIONAL WEB PAGE	-	1,200	1,230	2,000	-
01-5320-3238	EOC UPGRADE	-	-	-	-	-
01-5320-3237	PHONE REPLACEMENT PROJECT	283	-	4,950	1,500	2,000
	<b>CONTRACTUAL SERVICES</b>	<b>65,198</b>	<b>32,583</b>	<b>63,048</b>	<b>64,166</b>	<b>54,496</b>
01-5320-4500	INTEREST	1,581	278	-	-	-
01-5320-4600	PRINCIPAL	32,009	19,316	-	-	-
	<b>DEBT SERVICE</b>	<b>33,590</b>	<b>19,594</b>	-	-	-
01-5320-5300	MACHINERY & EQUIPMENT	6,026	-	-	-	-
01-5320-5332	EQUIPMENT-DOCUMENT MGT	-	-	-	-	-
01-5320-5333	EQUIPMENT-NETWORK UPGRADE	-	-	-	-	-
	<b>CAPITAL OUTLAY</b>	<b>6,026</b>	-	-	-	-
	<b>INFORMATION SYSTEMS</b>	<b>355,378</b>	<b>311,390</b>	<b>335,480</b>	<b>346,473</b>	<b>338,521</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

**DIRECTOR OF FINANCE/TREASURER**

**ADMINISTRATIVE ASSISTANT II**

**SENIOR ACCOUNTANT**

**ACCOUNTING TECHNICIAN II  
(2)**

## **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.

### **2009-2010 and 2010-2011 Achievements**

- Amended the City's Investment Policy to add the San Diego County Treasurer's Pooled Investment Fund as an approved investment vehicle, yielding a higher return and assuring the safety of the City's investments through additional diversification as well as increasing the transparency of City's financial reporting.
- Successfully completed request for proposals and negotiated a new contract to assist in the recovery of revenue from the City's SB90 State Mandated Cost Claims.
- Updated the Risk Management loss-run database to new software for more efficient use in reporting historical and current claims.
- Continued training in the recent updates in Governmental Accounting Standards Board (GASB) 54 implementation as well as American Recovery and Reinvestment Act (ARRA) compliance reporting.

### **Service Level Changes**

The current level of service will remain the same.

### **2011-2012 and 2012-2013 Goals and Objectives**

- Achieve a balanced Operating and Capital Improvement Budget for Fiscal Years 2011-2012 and 2012-2013 and enhance the communication to the Community in a more transparent manner.
- Amend and adopt changes to Title 6 of Del Mar Municipal Code sections that govern operations permits for massage and taxi cab businesses.

- Continue to enhance revenue collections and reporting by efficiently managing accounts receivables, project accounting and grant reimbursements submittals.

<b>Positions (FTE)</b>	<b>2008-2009 Actual</b>	<b>2009-2010 Actual</b>	<b>2010-2011 Actual</b>	<b>2011-2012 Adopted</b>	<b>2012-2013 Adopted</b>
Finance Services	5.00	5.00	5.00	5.00	5.00

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

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

	<b>ACTUAL 2008-2009</b>	<b>ACTUAL 2009-2010</b>	<b>AMENDED 2010-2011</b>	<b>ADOPTED 2011-2012</b>	<b>ADOPTED 2012-2013</b>	
Employee Services	\$ 332,697	\$ 384,269	\$ 425,612	\$ 446,244	\$ 452,094	(1)
Maintenance & Operations	92,826	72,235	76,237	80,937	83,830	(2)
Contractual Services	119,753	113,968	84,381	106,813	100,813	(3)
Debt Service	-	-	-	-	-	
Capital Outlay	-	-	-	-	-	
<b>GRAND TOTAL</b>	<b>\$ 545,276</b>	<b>\$ 570,472</b>	<b>\$ 586,230</b>	<b>\$ 633,994</b>	<b>\$ 636,737</b>	
<b>POSITIONS (FTE)</b>	<b>3.5</b>	<b>4.2</b>	<b>3.8</b>	<b>3.8</b>	<b>3.8</b>	<b>(2)</b>

- (1) Employee Services increased in Fiscal Year 2009-2010 due to the addition of a Senior Accountant position and the reclassification of an Accounting Technician to an Assistant Management Analyst position. Beginning in Fiscal Year 2010-2011, the Assistant Management Analyst position was reclassified to the Assistant to the City Manager position, of which 28 percent of that position's time is allocated to the Finance Department.
- (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 investment fees. These costs are shared with the Water and Wastewater Funds. Fiscal Year 2008-2009 includes the purchase of three new Eden modules and a contract for temporary accounting services. The increase in Fiscal Year 2011-2012 is due to a contract increase in audit services, and increased bank charges related to credit card fees.
- (3) A portion of the costs for the Senior Accountant, 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 2008-2009</b>	<b>ACTUAL 2009-2010</b>	<b>AMENDED 2010-2011</b>	<b>ADOPTED 2011-2012</b>	<b>ADOPTED 2012-2013</b>
Employee Services	\$ -	\$ -	\$ -	\$ -	\$ -
Maintenance & Operations	114,169	95,362	112,309	99,800	97,800 (1)
Contractual Services	31,251	21,876	22,783	22,000	22,000 (2)
Debt Service	-	-	-	-	-
Capital Outlay	-	-	-	-	-
<b>GRAND TOTAL</b>	<b>\$ 145,420</b>	<b>\$ 117,238</b>	<b>\$ 135,092</b>	<b>\$ 121,800</b>	<b>\$ 119,800</b>
<b>POSITIONS (FTE)</b>	-	-	-	-	-

(1) In Fiscal Year 2009-2010, the Public Works Department assumed responsibility of City Hall maintenance. The decrease in Fiscal Year 2011-2012 is due to reductions in postage, advertising and printing, and telephone expenditures.

(2) In Fiscal Year 2009-2010, 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 2008-2009</b>	<b>ACTUAL 2009-2010</b>	<b>AMENDED 2010-2011</b>	<b>ADOPTED 2011-2012</b>	<b>ADOPTED 2012-2013</b>
Employee Services	\$ -	\$ -	\$ -	\$ -	\$ -
Maintenance & Operations	88,563	220,715	84,500	88,692	88,692 (1)
Contractual Services	-	-	-	-	-
Debt Service	-	-	-	-	-
Capital Outlay	-	-	-	-	-
<b>GRAND TOTAL</b>	<b>\$ 88,563</b>	<b>\$ 220,715</b>	<b>\$ 84,500</b>	<b>\$ 88,692</b>	<b>\$ 88,692</b>
<b>POSITIONS (FTE)</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 increase in Fiscal Year 2009-2010 is due to the settlement of a trip and fall 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 2008-2009</b>	<b>ACTUAL 2009-2010</b>	<b>AMENDED 2010-2011</b>	<b>ADOPTED 2011-2012</b>	<b>ADOPTED 2012-2013</b>
Employee Services	\$ -	\$ -	\$ -	\$ -	\$ -
Maintenance & Operations	2,112	1,003	1,402	1,200	1,200 (1)
Contractual Services	4,575	-	-	-	- (2)
Debt Service	-	-	-	-	-
Capital Outlay	-	-	-	-	-
<b>GRAND TOTAL</b>	<b>\$ 6,687</b>	<b>\$ 1,003</b>	<b>\$ 1,402</b>	<b>\$ 1,200</b>	<b>\$ 1,200</b>
<b>POSITIONS (FTE)</b>	-	-	-	-	-

(1) The Fiscal Years 2011-2012 and 2012-2013 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 #01-5890**

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

	<b>ACTUAL 2008-2009</b>	<b>ACTUAL 2009-2010</b>	<b>AMENDED 2010-2011</b>	<b>ADOPTED 2011-2012</b>	<b>ADOPTED 2012-2013</b>
Employee Services	\$ -	\$ -	\$ -	\$ -	\$ -
Maintenance & Operations	-	-	-	-	-
Contractual Services	-	-	-	-	-
Capital Outlay	-	100,014	101,619	200,750	10,150 (1)
<b>GRAND TOTAL</b>	<b>\$ -</b>	<b>\$ 100,014</b>	<b>\$ 101,619</b>	<b>\$ 200,750</b>	<b>\$ 10,150</b>
<b>POSITIONS (FTE)</b>	-	-	-	-	-

(1) The following equipment was 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 2012</u>	<u>FY 2013</u>
Fire Engine (Down Payment)	\$ 100,000	\$ -
Truck - Public Works	-	10,150
Core Switch	11,660	-
Server	7,200	-
Wireless Access Points	1,890	-
Truck - Lifeguard	30,000	-
Truck - Park Ranger	50,000	-
<b>Total</b>	<b>\$ 200,750</b>	<b>\$ 10,150</b>

**CITY OF DEL MAR  
FISCAL YEARS 2011-2012 AND 2012-2013  
EXPENDITURE DETAIL**

<b>FUND: 01</b>		<b>GENERAL</b>				
<b>ACCOUNT</b>	<b>DESCRIPTION</b>	<b>ACTUAL 2008-2009</b>	<b>ACTUAL 2009-2010</b>	<b>AMENDED 2010-2011</b>	<b>ADOPTED 2011-2012</b>	<b>ADOPTED 2012-2013</b>
	<b>FINANCE</b>					
01-5400-1000	SALARIES - PERMANENT	237,129	272,697	306,633	306,632	306,632
01-5400-1200	EMPLOYEE BENEFITS	88,517	108,248	111,143	120,397	126,326
01-5400-1205	WORKERS' COMPENSATION	4,922	1,282	5,836	5,614	5,536
01-5400-1300	SALARIES - SEASONAL	-	838	-	12,600	12,600
01-5400-1400	OVERTIME SALARIES	2,129	1,204	2,000	1,000	1,000
01-5400-1803	OUTSIDE CLERICAL	-	-	-	-	-
	<b>EMPLOYEE SERVICES</b>	<b>332,697</b>	<b>384,269</b>	<b>425,612</b>	<b>446,244</b>	<b>452,094</b>
01-5400-2300	OPERATING SUPPLIES	9,203	5,202	5,230	4,000	4,000
01-5400-2360	COMPUTER SOFTWARE	27,073	-	-	-	-
01-5400-3000	ADVERTISING & PRINTING	5,964	9,075	7,015	8,000	5,000
01-5400-3700	MEMBERSHIP & SUBSCRIPTIONS	1,260	1,145	1,192	1,137	1,360
01-5400-3800	MEETINGS & TRAVEL	1,338	109	2,000	2,000	2,670
01-5400-3801	TRAINING & EDUCATION	1,481	2,018	1,000	1,000	1,000
01-5400-3900	AUTO ALLOWANCE	4,800	4,800	4,800	4,800	4,800
01-5400-4810	PROP TAX ADMIN	41,707	49,886	55,000	60,000	65,000
	<b>MAINTENANCE &amp; OPERATIONS</b>	<b>92,826</b>	<b>72,235</b>	<b>76,237</b>	<b>80,937</b>	<b>83,830</b>
01-5400-3200	<b>CONTRACTUAL SERVICES</b>	<b>119,753</b>	<b>113,968</b>	<b>84,381</b>	<b>106,813</b>	<b>100,813</b>
01-5400-5300	MACHINERY & EQUIPMENT	-	-	-	-	-
	<b>CAPITAL OUTLAY</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>
	<b>FINANCE</b>	<b>545,276</b>	<b>570,472</b>	<b>586,230</b>	<b>633,994</b>	<b>636,737</b>
	<b>CITY HALL</b>					
01-5410-2000	BUILDING MAINTENANCE & REPAIR	4,635	74	-	-	-
01-5410-2100	EQUIP/RADIO MAINTENANCE & REPAIR	-	-	500	200	200
01-5410-2131	VEHICLE MAINTENANCE	59	74	1,000	-	-
01-5410-2300	OPERATING SUPPLIES	23,400	17,328	16,715	17,000	17,000
01-5410-2320	POSTAGE	13,473	11,512	18,000	11,500	11,500
01-5410-2340	SUPPLIES - PAPER	4,021	4,439	3,152	3,100	3,100
01-5410-2800	GAS & OIL	315	111	400	-	-
01-5410-3000	ADVERTISING & PRINTING	3,752	3,472	6,966	4,000	4,000
01-5410-3300	UTILITIES	31,853	26,313	29,418	30,000	28,000
01-5410-3400	TELEPHONE	26,964	26,302	29,460	28,000	28,000
01-5410-3600	PROPERTY/EQUIPMENT RENTAL	5,203	5,240	6,146	5,500	5,500
01-5410-3700	MEMBERSHIPS & SUBSCRIPTIONS	494	497	552	500	500
	<b>MAINTENANCE &amp; OPERATIONS</b>	<b>114,169</b>	<b>95,362</b>	<b>112,309</b>	<b>99,800</b>	<b>97,800</b>
01-5410-3200	<b>CONTRACTUAL SERVICES</b>	<b>31,251</b>	<b>21,876</b>	<b>22,783</b>	<b>22,000</b>	<b>22,000</b>
	<b>CITY HALL</b>	<b>145,420</b>	<b>117,238</b>	<b>135,092</b>	<b>121,800</b>	<b>119,800</b>
	<b>RISK MANAGEMENT</b>					
01-5411-4000	INSURANCE	63,658	61,313	69,500	75,692	75,692
01-5411-4300	CLAIMS	17,362	152,275	10,000	10,000	10,000
01-5411-4400	CLAIMS ADMIN/LITIGATION	7,543	7,127	5,000	3,000	3,000
	<b>MAINTENANCE &amp; OPERATIONS</b>	<b>88,563</b>	<b>220,715</b>	<b>84,500</b>	<b>88,692</b>	<b>88,692</b>
	<b>RISK MANAGEMENT</b>	<b>88,563</b>	<b>220,715</b>	<b>84,500</b>	<b>88,692</b>	<b>88,692</b>
	<b>CITY HALL ANNEX</b>					
01-5415-2000	BUILDING MAINTENANCE & REPAIR	-	-	-	-	-
01-5415-2300	OPERATING SUPPLIES	1,598	495	709	700	700
01-5415-3400	TELEPHONE	514	508	693	500	500
	<b>MAINTENANCE &amp; OPERATIONS</b>	<b>2,112</b>	<b>1,003</b>	<b>1,402</b>	<b>1,200</b>	<b>1,200</b>
01-5415-3200	<b>CONTRACTUAL SERVICES</b>	<b>4,575</b>	<b>-</b>	<b>-</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>6,687</b>	<b>1,003</b>	<b>1,402</b>	<b>1,200</b>	<b>1,200</b>

**CITY OF DEL MAR  
FISCAL YEARS 2011-2012 AND 2012-2013  
EXPENDITURE DETAIL**

FUND: 01	GENERAL					
ACCOUNT	DESCRIPTION	ACTUAL 2008-2009	ACTUAL 2009-2010	AMENDED 2010-2011	ADOPTED 2011-2012	ADOPTED 2012-2013
01-5890-5997	<u>EQUIPMENT REPLACEMENT RESERVE</u>					
	CAPITAL OUTLAY		100,014	101,619	200,750	10,150
	<u>EQUIPMENT REPLACEMENT RESERVE</u>	-	100,014	101,619	200,750	10,150

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# Planning & Community Development

## Department Mission Statement

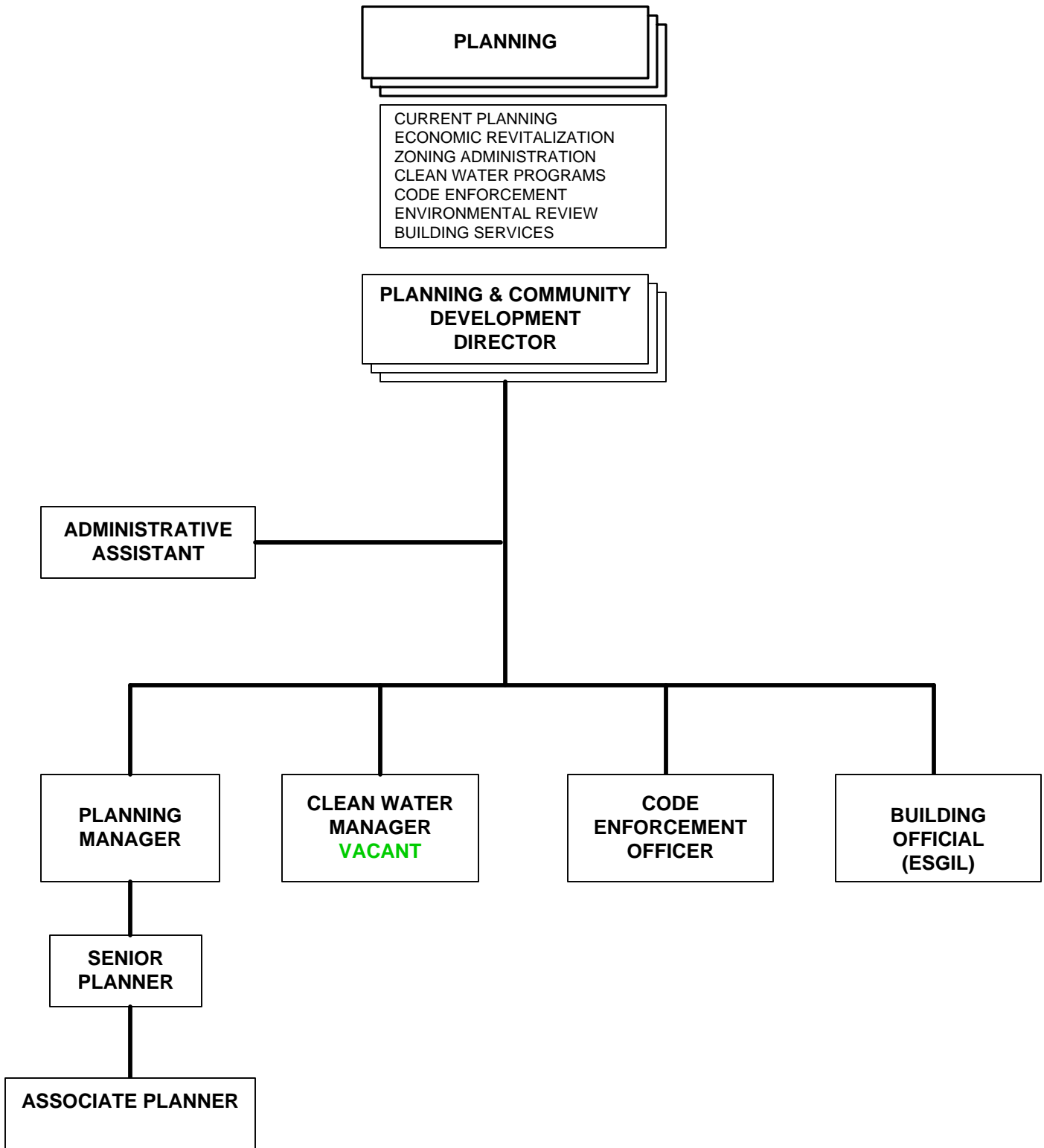
Each member of the Planning Department takes pride in providing our customers with personal attention, accurate and consistent information, and creative, timely solutions to complex community development issues.

*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 work of the Planning and Community Development Department falls into three basic functions: 1) current planning and development review; 2) advanced planning; and 3) clean water, building and code enforcement compliance.

Current Planning involves the processing of development applications to ensure their consistency with the City's Community Plan, Local Coastal Program, Zoning Ordinances, and other regulatory documents. As part of this function, department staff responds to the day-to-day inquiries of property owners and permit applicants about the City's land use regulations and assists the City Council, Planning Commission, and Design Review Board in their review of permit applications. The staff drafts new land use policies and ordinances as well as reviews projects proposed outside of the city limits to gauge their potential impacts to Del Mar and its citizens.

The Advanced Planning involves the development of planning goals and implementing plans for the long-term governance of the City. This includes preparing revitalization programs for the City's downtown area and updating segments of the Del Mar Community Plan such as the Housing and Circulation Elements. This function also encompasses efforts to address issues such as planning for climate change and sustainability.

The third category includes a variety of functions to ensure the health and safety of the City and its environs. These include clean-water management, code enforcement, and building inspection. The Clean Water program includes tasks to protect water quality, including education, enforcement and State and Federal monitoring and reporting requirements. Code Enforcement is responsible for resolving Code violations, including those related to building and noise regulations and federal and state accessibility requirements. The Planning Department oversees the work of a contract Building Services Division which is responsible for construction plan-checks, building permits and inspections.

In addition to the three basic functions noted above, the Planning Department also manages key programs and special projects such as monitoring the 22<sup>nd</sup> District Agricultural Association's Master Plan and associated Environmental Impact Report documents; California Environmental Quality Act (CEQA) review and permit processing for Capital Improvement Projects and submittal of grant applications for city tasks and projects. The Department also assists many of the City's ad-hoc and citizen committees in the performance of their duties and participates on SANDAG's technical committees.

### **2009-2010 and 2010-2011 Achievements:**

- Processed approximately 250 discretionary permits (e.g. Design Review Permits, Conditional Use Permits, Variances, Coastal Development Permits, etc.). The Department also processed a total of 140 non-discretionary development applications (Encroachment Permits, Tree Removal Permits, etc.).
- Provided the framework for village revitalization support for the Ad-Hoc Form Based Code Citizens' Advisory Committee, including research on revitalization efforts undertaken by other jurisdictions, surveys of existing property conditions,
- recommendations on alternative approaches to encouraging downtown revitalization and preparation of graphics for presentation to the City Council and Community.
- Assisted the City's Fairgrounds Master Plan Ad-Hoc Advisory Committee in the preparation of the comments submitted by the City in response to the 22nd DAA Fairgrounds Master Plan and draft EIR and the Interstate 5 North Coast Corridor Project draft EIR/EIS.
- Prepared and processed numerous code revisions including: amendments to the City's parking and signage regulations to foster revitalization efforts; establishment of a Citizens' Participation Program; and regulations for charitable bingo games.
- Oversaw the implementation of the San Dieguito Lagoon Restoration Project, including the associated installation of beach access improvements at 26th, 27th and 29th Streets and north of the mouth of the San Dieguito Lagoon.
- Assisted with grant applications and permit processing for the North Torrey Pines Bridge, 23rd Street sewer lift station and 17th Street Beach Safety Center projects.
- Updated the City's Fee Schedule to more fully recover the administrative costs of reviewing permit applications.
- Opened 318 Code Enforcement cases with compliance gained on approximately 290 cases.

## **Service Level Changes**

The Planning and Community Development Department has two vacancies from the adopted Fiscal Years 2009-2010 and 2010-2011 Budget, the Cleanwater Manager and Planning Technician. These two positions are currently being filled on a contractual basis by two “on call” consultants, one whom has extensive experience in Cleanwater issues and the other who has expertise in downtown revitalization efforts. The Planning Technician position will remain unfunded for the next two Fiscal Years 2011-2012 and 2012-2013, unless there is a significant upswing in the submittal of development applications. The Department is also assisted through an unpaid Planning Intern position.

## **2011-2012 and 2012-2013 Goals and Objectives :**

- Continue to provide a high level of service for the review of the on-going applications for development permits.
- Manage, develop, and process a Village District plan that responds to the needs of downtown revitalization in conformance with the Community Plan.
- Prepare and process amendments to the City’s Zoning Code and Local Coastal Program parking regulations to foster and accommodate mixed-use redevelopment
- Update the City’s Community Plan with modifications to assure compliance with new mandates regarding the climate change and sustainable development.
- Complete the State-required update to the Community Plan Housing Element along with associated code amendments to protect the City’s housing stock and for designation of property at a minimum 20 dwelling unit per acre density so as to gain State Housing Element certification.
- Prepare and process updates to the Community Plan Circulation Element with a special emphasis on bicycle and pedestrian movement throughout the City.
- 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 village revitalization.
- Continue programs to protect water quality and to meet State and Federal Clean Water mandates, including new mandates.

- Continue to work with the contract Building Services firm to ensure that new development is compliant with building codes.
- Update the City's Code Enforcement Policy Manual and process any code amendments that result from the updated Manual's policy directives.

Positions (FTE)	2008-2009 Actual	2009-2010 Actual	2010-2011 Actual	2011-2012 Adopted	2012-2013 Adopted
Planning Services	7.00	4.00	5.00	5.00	5.00*
Code Enforcement	1.00	1.00	1.00	1.00	1.00
Clean Water	1.00	1.00	1.00	0.00	0.00

\* Unfunded Assistant Planner position not included.

**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 prepares and administers the City's zoning and subdivision ordinances, general plan, building regulations, State environmental and subdivision map regulations. The Planning Department also prepares special studies for Council priorities.

	<b>ACTUAL 2008-2009</b>	<b>ACTUAL 2009-2010</b>	<b>AMENDED 2010-2011</b>	<b>ADOPTED 2011-2012</b>	<b>ADOPTED 2012-2013</b>	
Employee Services	\$ 502,046	\$ 422,287	\$ 563,545	\$ 562,959	\$ 570,135	(1)
Maintenance & Operations	12,321	9,336	16,424	18,060	18,560	(2)
Contractual Services	244,935	184,052	2,500	208,712	152,704	(3)
Debt Service	-	-	-	-	-	
Capital Outlay	-	-	-	-	-	
<b>GRAND TOTAL</b>	<b>\$ 759,302</b>	<b>\$ 615,675</b>	<b>\$ 582,469</b>	<b>\$ 789,731</b>	<b>\$ 741,399</b>	
<b>POSITIONS (FTE)</b>	<b>7.4</b>	<b>3.8</b>	<b>4.4</b>	<b>4.3</b>	<b>4.3</b>	<b>(1)</b>

- (1) Fiscal Year 2011-2012 salaries are increased due to the hiring of a Department of Planning and Community Development Director. (The interim Director's consulting costs were previously shown in Contractual Services for Fiscal Year 2008-2009 and partial Fiscal Year 2009-2010.)
- (2) In Fiscal Year 2011-2012 advertising and printing were reduced due to fewer project applications. The auto allowance for the Planning and Community Development Director was also added due to the hiring of a Department of Planning and Community Development Director.
- (3) In Fiscal Year 2011-2012 and 2012-2013 funds include consultant services for implementation of the Village Revitalization Plan which includes the CEQA environmental process, technical studies, and supporting documentation. In Fiscal Year 2011-2012 funds include consulting services to assist staff with the production and certification of the Housing Element, which is a state mandated update.

**PROGRAM: PLANNING COMMISSION****ACCT #01-5531**

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.

	<b>ACTUAL 2008-2009</b>	<b>ACTUAL 2009-2010</b>	<b>AMENDED 2010-2011</b>	<b>ADOPTED 2011-2012</b>	<b>ADOPTED 2012-2013</b>
Employee Services	\$ 1,850	\$ -	\$ -	\$ -	\$ -
Maintenance & Operations	1,001	799	1,498	1,510	1,510
Contractual Services	-	-	-	-	-
Debt Service	-	-	-	-	-
Capital Outlay	-	-	-	-	-
<b>GRAND TOTAL</b>	<b>\$ 2,851</b>	<b>\$ 799</b>	<b>\$ 1,498</b>	<b>\$ 1,510</b>	<b>\$ 1,510</b>
<b>POSITIONS (FTE)</b>	-	-	-	-	-

**PROGRAM: DESIGN REVIEW BOARD****ACCT #01-5532**

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.

	<b>ACTUAL 2008-2009</b>	<b>ACTUAL 2009-2010</b>	<b>AMENDED 2010-2011</b>	<b>ADOPTED 2011-2012</b>	<b>ADOPTED 2012-2013</b>
Employee Services	\$ 3,226	\$ -	\$ -	\$ -	\$ -
Maintenance & Operations	3,193	2,624	3,023	2,620	2,620 (2)
Contractual Services	-	-	-	-	-
Debt Service	-	-	-	-	-
Capital Outlay	-	-	-	-	-
<b>GRAND TOTAL</b>	<b>\$ 6,419</b>	<b>\$ 2,624</b>	<b>\$ 3,023</b>	<b>\$ 2,620</b>	<b>\$ 2,620</b>
<b>POSITIONS (FTE)</b>	-	-	-	-	-

(2) In Fiscal Years 2011-2012 and 2012-2013, meetings and travel along with training and education is unfunded.

**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.

	<b>ACTUAL 2008-2009</b>	<b>ACTUAL 2009-2010</b>	<b>AMENDED 2010-2011</b>	<b>ADOPTED 2011-2012</b>	<b>ADOPTED 2012-2013</b>
Employee Services	\$ -	\$ -	\$ -	\$ -	\$ -
Maintenance & Operations	750	750	750	750	750
Contractual Services	-	7,406	7,174	7,744	7,744 (1)
Debt Service	-	-	-	-	-
Capital Outlay	-	-	-	-	-
<b>GRAND TOTAL</b>	<b>\$ 750</b>	<b>\$ 8,156</b>	<b>\$ 7,924</b>	<b>\$ 8,494</b>	<b>\$ 8,494</b>
<b>POSITIONS (FTE)</b>	-	-	-	-	-

(1) Funding continues for two transects for the Shoreline Monitoring Program. Fiscal Years 2011-2012 and 2012-2013 budgets show the specific fees assigned to Del Mar by SANDAG.

**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.

	<b>ACTUAL 2008-2009</b>	<b>ACTUAL 2009-2010</b>	<b>AMENDED 2010-2011</b>	<b>ADOPTED 2011-2012</b>	<b>ADOPTED 2012-2013</b>
Employee Services	\$ -	\$ -	\$ -	\$ -	\$ -
Maintenance & Operations	57,378	49,540	49,540	57,378	57,378 (1)
Contractual Services	-	-	-	-	-
Debt Service	-	-	-	-	-
Capital Outlay	-	-	-	-	-
<b>GRAND TOTAL</b>	<b>\$ 57,378</b>	<b>\$ 49,540</b>	<b>\$ 49,540</b>	<b>\$ 57,378</b>	<b>\$ 57,378</b>
<b>POSITIONS (FTE)</b>	-	-	-	-	-

(1) This amount is the cost for membership in the San Dieguito River Valley Joint Powers Authority. The JPA has indicated that the costs should remain constant for the next two years.

**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 2008-2009</b>	<b>ACTUAL 2009-2010</b>	<b>AMENDED 2010-2011</b>	<b>ADOPTED 2011-2012</b>	<b>ADOPTED 2012-2013</b>	
Employee Services	\$ 64,380	\$ 69,026	\$ 82,435	\$ 68,754	\$ 69,869	(1)
Maintenance & Operations	2,608	2,860	5,022	4,900	4,900	(2)
Contractual Services	2,500	510	1,600	1,600	1,600	
Debt Service	-	-	-	-	-	
Capital Outlay	-	-	-	-	-	
<b>GRAND TOTAL</b>	<b>\$ 69,488</b>	<b>\$ 72,396</b>	<b>\$ 89,057</b>	<b>\$ 75,254</b>	<b>\$ 76,369</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 is charged to this account. In Fiscal Years 2011-2012 and 2012-2013, the part time position is unfunded and overtime was eliminated.

(2) Beginning in Fiscal Year 2011-2012, the Code Enforcement vehicle was eliminated in order to reduce maintenance and operating costs associated with an older vehicle. Mileage reimbursement was added to substitute. This program also includes the annual 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 2008-2009</b>	<b>ACTUAL 2009-2010</b>	<b>AMENDED 2010-2011</b>	<b>ADOPTED 2011-2012</b>	<b>ADOPTED 2012-2013</b>	
Employee Services	\$ -	\$ -	\$ -	\$ -	\$ -	
Maintenance & Operations	1,712	402	2,656	1,100	1,100	(1)
Contractual Services	224,816	201,038	193,175	203,200	213,200	(2)
Debt Service	-	-	-	-	-	
Capital Outlay	-	-	-	-	-	
<b>GRAND TOTAL</b>	<b>\$ 226,528</b>	<b>\$ 201,440</b>	<b>\$ 195,831</b>	<b>\$ 204,300</b>	<b>\$ 214,300</b>	
<b>POSITIONS (FTE)</b>	-	-	-	-	-	

(1) Fiscal Years 2011-2012 and 2012-2013 includes the cost for the printing of new building department forms. Meetings and travel along with training and education is unfunded.

(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 2011-2012 AND 2012-2013  
EXPENDITURE DETAIL**

<b>FUND: 01</b>		<b>GENERAL</b>				
<b>ACCOUNT</b>	<b>DESCRIPTION</b>	<b>ACTUAL 2008-2009</b>	<b>ACTUAL 2009-2010</b>	<b>AMENDED 2010-2011</b>	<b>ADOPTED 2011-2012</b>	<b>ADOPTED 2012-2013</b>
	<b><u>PLANNING</u></b>					
01-5530-1000	SALARIES - PERMANENT	352,753	312,035	411,932	402,923	402,923
01-5530-1200	EMPLOYEE BENEFITS	120,294	106,876	143,009	151,641	158,817
01-5530-1205	WORKERS' COMPENSATION	10,691	2,259	8,604	8,396	8,396
01-5530-1300	SALARIES - SEASONAL	10,032	936	-	-	-
01-5530-1310	PART TIME PLANNING	7,233	181	-	-	-
01-5530-1400	OVERTIME	1,043	-	-	-	-
01-5530-1803	OUTSIDE CLERICAL	-	-	-	-	-
	<b>EMPLOYEE SERVICES</b>	<b>502,046</b>	<b>422,287</b>	<b>563,545</b>	<b>562,959</b>	<b>570,135</b>
01-5530-2300	OPERATING SUPPLIES	3,209	2,103	2,500	2,500	2,500
01-5530-3000	ADVERTISING & PRINTING	1,325	1,187	2,700	3,000	3,500
01-5530-3700	MEMBERSHIPS & SUBSCRIPTIONS	983	350	350	1,110	1,110
01-5530-3800	MEETINGS & TRAVEL	323	20	250	250	250
01-5530-3801	TRAINING & EDUCATION	1,681	252	400	1,600	1,600
01-5530-3900	AUTO ALLOWANCE	4,800	5,424	10,224	9,600	9,600
	<b>MAINTENANCE &amp; OPERATIONS</b>	<b>12,321</b>	<b>9,336</b>	<b>16,424</b>	<b>18,060</b>	<b>18,560</b>
01-5530-3200	<b>CONTRACTUAL SERVICES</b>	<b>244,935</b>	<b>184,052</b>	<b>2,500</b>	<b>208,712</b>	<b>152,704</b>
	<b>PLANNING</b>	<b>759,302</b>	<b>615,675</b>	<b>582,469</b>	<b>789,731</b>	<b>741,399</b>
	<b><u>PLANNING COMMISSION</u></b>					
01-5531-1200	EMPLOYEE BENEFITS	130	-	-	-	-
01-5531-1205	WORKERS' COMPENSATION	16	-	-	-	-
01-5531-1310	PART-TIME PLANNING	1,704	-	-	-	-
	<b>EMPLOYEE SERVICES</b>	<b>1,850</b>	-	-	-	-
01-5531-2300	OPERATING SUPPLIES	73	49	158	160	160
01-5531-3000	ADVERTISING & PRINTING	928	750	1,340	1,350	1,350
01-5531-3800	MEETINGS & TRAVEL	-	-	-	-	-
01-5531-3801	TRAINING & EDUCATION	-	-	-	-	-
	<b>MAINTENANCE &amp; OPERATIONS</b>	<b>1,001</b>	<b>799</b>	<b>1,498</b>	<b>1,510</b>	<b>1,510</b>
	<b>PLANNING COMMISSION</b>	<b>2,851</b>	<b>799</b>	<b>1,498</b>	<b>1,510</b>	<b>1,510</b>
	<b><u>DESIGN REVIEW BOARD</u></b>					
01-5532-1200	EMPLOYEE BENEFITS	227	-	-	-	-
01-5532-1205	WORKERS' COMPENSATION	27	-	-	-	-
01-5532-1310	PART-TIME PLANNING	2,972	-	-	-	-
	<b>EMPLOYEE SERVICES</b>	<b>3,226</b>	-	-	-	-
01-5532-2300	OPERATING SUPPLIES	281	190	210	220	220
01-5532-3000	ADVERTISING & PRINTING	2,754	2,253	2,595	2,400	2,400
01-5532-3800	MEETINGS & TRAVEL	121	181	113	-	-
01-5532-3801	TRAINING & EDUCATION	37	-	105	-	-
	<b>MAINTENANCE &amp; OPERATIONS</b>	<b>3,193</b>	<b>2,624</b>	<b>3,023</b>	<b>2,620</b>	<b>2,620</b>
01-5532-3200	<b>CONTRACTUAL SERVICES</b>	-	-	-	-	-
	<b>DESIGN REVIEW BOARD</b>	<b>6,419</b>	<b>2,624</b>	<b>3,023</b>	<b>2,620</b>	<b>2,620</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>7,406</b>	<b>7,174</b>	<b>7,744</b>	<b>7,744</b>
	<b>BEACH PRESERVATION INIT.</b>	<b>750</b>	<b>8,156</b>	<b>7,924</b>	<b>8,494</b>	<b>8,494</b>
	<b><u>SAN DIEGUITO LAGOON</u></b>					
01-5535-2300	OPERATING SUPPLIES	-	-	-	-	-
01-5535-3000	ADVERTISING & PRINTING	-	-	-	-	-
01-5535-3700	MEMBERSHIPS & SUBSCRIPTIONS	57,378	49,540	49,540	57,378	57,378
01-5535-3800	MEETINGS & TRAVEL	-	-	-	-	-
	<b>MAINTENANCE &amp; OPERATIONS</b>	<b>57,378</b>	<b>49,540</b>	<b>49,540</b>	<b>57,378</b>	<b>57,378</b>
01-5535-3200	<b>CONTRACTUAL SERVICES</b>	-	-	-	-	-
	<b>SAN DIEGUITO LAGOON</b>	<b>57,378</b>	<b>49,540</b>	<b>49,540</b>	<b>57,378</b>	<b>57,378</b>

**CITY OF DEL MAR  
FISCAL YEARS 2011-2012 AND 2012-2013  
EXPENDITURE DETAIL**

<b>FUND: 01</b>		<b>GENERAL</b>				
<b>ACCOUNT</b>	<b>DESCRIPTION</b>	<b>ACTUAL 2008-2009</b>	<b>ACTUAL 2009-2010</b>	<b>AMENDED 2010-2011</b>	<b>ADOPTED 2011-2012</b>	<b>ADOPTED 2012-2013</b>
	<b>CODE ENFORCEMENT</b>					
01-5536-1000	SALARIES - PERMANENT	38,503	41,452	45,725	45,724	45,724
01-5536-1200	EMPLOYEE BENEFITS	15,635	16,183	19,134	20,183	21,297
01-5536-1205	WORKERS' COMPENSATION	3,546	943	3,176	2,847	2,847
01-5536-1310	PART TIME PLANNING	6,696	10,447	13,900	-	-
01-5536-1400	OVERTIME	-	-	500	-	-
	<b>EMPLOYEE SERVICES</b>	<b>64,380</b>	<b>69,026</b>	<b>82,435</b>	<b>68,754</b>	<b>69,869</b>
01-5536-2131	VEHICLE MAINTENANCE	235	232	525	-	-
01-5536-2300	OPERATING SUPPLIES	517	1,894	2,811	2,800	2,800
01-5536-2800	GAS & OIL	342	357	500	-	-
01-5536-3000	ADVERTISING & PRINTING	486	302	1,076	700	700
01-5536-3400	TELEPHONE	-	-	-	-	-
01-5536-3700	MEMBERSHIPS & SUBSCRIPTIONS	81	75	110	150	150
01-5536-3800	MEETINGS & TRAVEL	640	-	-	750	750
01-5536-3801	TRAINING & EDUCATION	307	-	-	500	500
	<b>MAINTENANCE &amp; OPERATIONS</b>	<b>2,608</b>	<b>2,860</b>	<b>5,022</b>	<b>4,900</b>	<b>4,900</b>
01-5536-3200	<b>CONTRACTUAL SERVICES</b>	<b>2,500</b>	<b>510</b>	<b>1,600</b>	<b>1,600</b>	<b>1,600</b>
	<b>CODE ENFORCEMENT</b>	<b>69,488</b>	<b>72,396</b>	<b>89,057</b>	<b>75,254</b>	<b>76,369</b>
	<b>BUILDING SERVICES</b>					
01-5538-1200	EMPLOYEE BENEFITS	-	-	-	-	-
01-5538-1205	WORKERS' COMPENSATION	-	-	-	-	-
01-5538-1310	PART TIME PLANNING	-	-	-	-	-
	<b>EMPLOYEE SERVICES</b>	-	-	-	-	-
01-5538-2300	OPERATING SUPPLIES	232	244	263	500	500
01-5538-3000	ADVERTISING AND PRINTING	1,480	158	1,100	600	600
01-5538-3700	MEMBERSHIPS & SUBSCRIPTIONS	-	-	1,030	-	-
01-5538-3800	MEETINGS & TRAVEL	-	-	-	-	-
01-5538-3801	TRAINING & EDUCATION	-	-	263	-	-
	<b>MAINTENANCE &amp; OPERATIONS</b>	<b>1,712</b>	<b>402</b>	<b>2,656</b>	<b>1,100</b>	<b>1,100</b>
01-5538-3200	CONTRACTUAL SERVICES	-	7,570	13,175	13,200	13,200
01-5538-3202	BUILDING INSPECTIONS	224,816	193,468	180,000	190,000	200,000
	<b>CONTRACTUAL SERVICES</b>	<b>224,816</b>	<b>201,038</b>	<b>193,175</b>	<b>203,200</b>	<b>213,200</b>
	<b>BUILDING SERVICES</b>	<b>226,528</b>	<b>201,440</b>	<b>195,831</b>	<b>204,300</b>	<b>214,300</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!”*

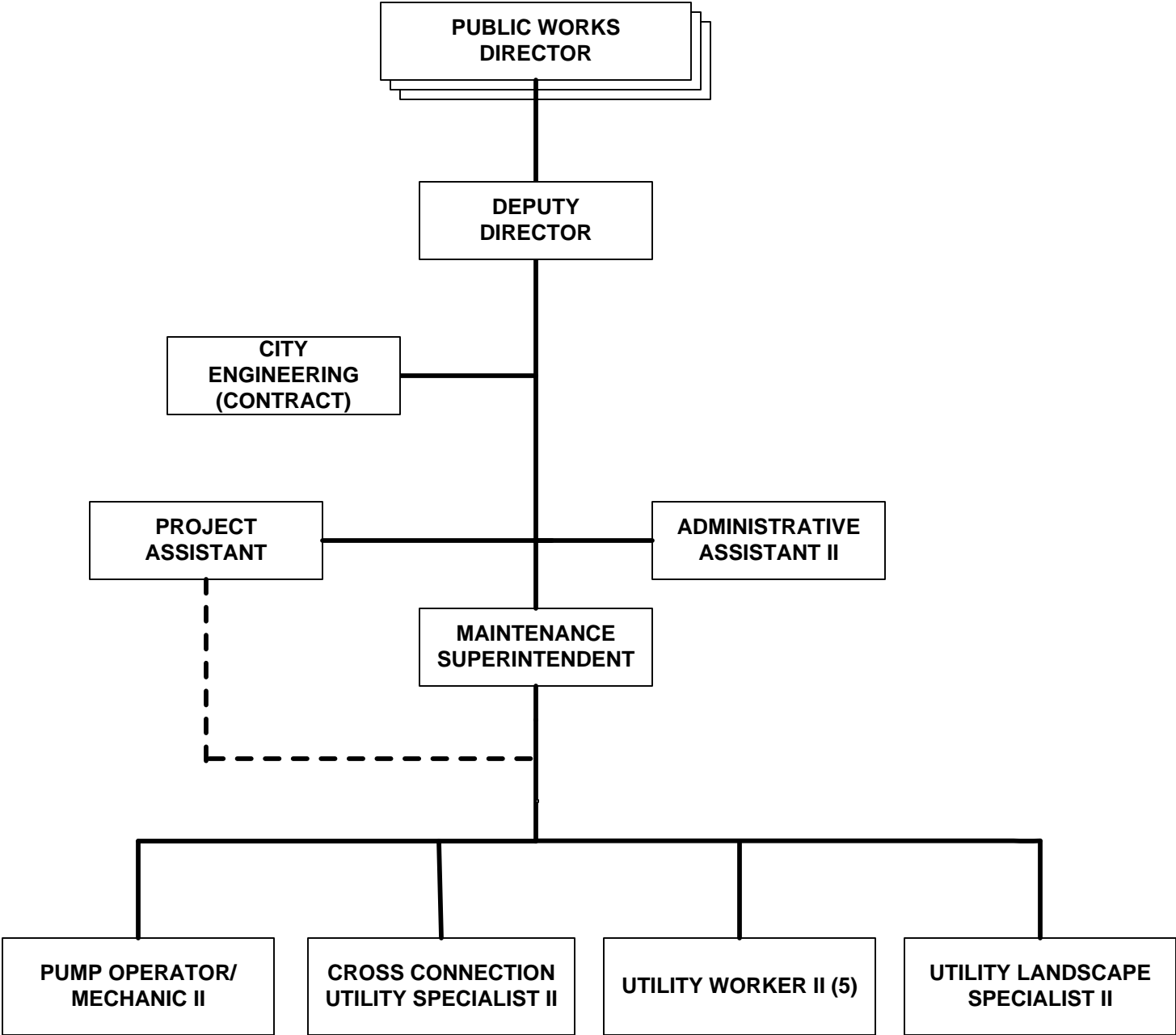
*innovation   integrity   teamwork   service excellence   preservation & safety*

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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.

### **2009-2010 and 2010-2011 Achievements:**

- Continued to work with Caltrans and FHWA related to the historic North Torrey Pines Bridge construction. Began construction of the replacement for the 21<sup>st</sup> Street Sewer Pump Station. Also completed various Downtown Improvement Projects including 12<sup>th</sup> to 15<sup>th</sup> Street project, and the Camino Del Mar at 4<sup>th</sup> Street project. Completed the restoration of Crest and Torrey Pines Reservoirs, and various bi-annual maintenance programs. Completed Public Works Roof Replacement project.
- Completed State-mandated Waste Discharge Requirements for Sewer Collection Systems permit process including the Fats, Oils, and Grease program (FOG). Posted the completed Sanitary Sewer Management Plan on the website.
- Began waste water testing program for the pumped sewer from the 22<sup>nd</sup> DAA.
- Assisted the Quiet Zone Committee with a demonstration project of the Wayside Horn System and design of system.

### **Service Level Changes**

- No operational changes.

### **2011-2012 and 2012-2013 Goals and Objectives**

- Complete primary construction of 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 annual Downtown Streetscape improvements including project included on Camino Del Mar from 9<sup>th</sup> to 10<sup>th</sup> Streets.
- Complete the grant funded Vector projects to improve and eliminate problems associated with drainage on San Dieguito Road and along the Railroad Tracks from City Tennis Courts to the San Dieguito River.
- Continue to assist the Quiet Zone Committee with construction of the Wayside Horn project.

	2008-2009 Actual	2009-2010 Actual	2010-2011 Actual	2011-2012 Adopted	2012-2013 Adopted
Public Works	13	13	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 2008-2009</b>	<b>ACTUAL 2009-2010</b>	<b>AMENDED 2010-2011</b>	<b>ADOPTED 2011-2012</b>	<b>ADOPTED 2012-2013</b>
Employee Services	\$ 59,967	\$ 63,459	\$ 66,161	\$ 67,567	\$ 68,577
Maintenance & Operations	6,187	6,328	7,661	7,660	7,660
Contractual Services	358	228	497	820	1,001 (1)
Debt Service	-	-	-	-	-
Capital Outlay	3,109	-	-	-	-
<b>GRAND TOTAL</b>	<b>\$ 69,621</b>	<b>\$ 70,015</b>	<b>\$ 74,319</b>	<b>\$ 76,047</b>	<b>\$ 77,238</b>
<b>POSITIONS (FTE)</b>	<b>0.63</b>	<b>0.67</b>	<b>0.67</b>	<b>0.67</b>	<b>0.67</b>

(1) In Fiscal Year 2011-2012, costs associated with the contract after hours emergency dispatching service that are directly related to Public Works operations were shifted from the Fire Department to the Public Works Department.

**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 2008-2009</b>	<b>ACTUAL 2009-2010</b>	<b>AMENDED 2010-2011</b>	<b>ADOPTED 2011-2012</b>	<b>ADOPTED 2012-2013</b>
Employee Services	\$ 22,027	\$ 21,731	\$ 23,380	\$ 23,880	\$ 24,311
Maintenance & Operations	1,144	1,152	1,845	1,845	1,845
Contractual Services	537	2,858	5,229	5,300	5,300
Debt Service	-	-	-	-	-
Capital Outlay	-	-	-	-	-
<b>GRAND TOTAL</b>	<b>\$ 23,708</b>	<b>\$ 25,741</b>	<b>\$ 30,454</b>	<b>\$ 31,025</b>	<b>\$ 31,456</b>
<b>POSITIONS (FTE)</b>	<b>0.30</b>	<b>0.30</b>	<b>0.30</b>	<b>0.30</b>	<b>0.30</b>

**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 2008-2009</b>	<b>ACTUAL 2009-2010</b>	<b>AMENDED 2010-2011</b>	<b>ADOPTED 2011-2012</b>	<b>ADOPTED 2012-2013</b>
Employee Services	\$ -	\$ -	\$ -	\$ -	\$ -
Maintenance & Operations	-	6,435	10,676	4,550	4,550
Contractual Services	-	35,914	50,314	19,625	19,625 (1)
Debt Service	-	-	-	-	-
Capital Outlay	-	-	-	-	-
<b>GRAND TOTAL</b>	<b>\$ -</b>	<b>\$ 42,349</b>	<b>\$ 60,990</b>	<b>\$ 24,175</b>	<b>\$ 24,175</b>
<b>POSITIONS (FTE)</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 Years 2009-2010 and 2010-2011 included the purchase of air conditioners in the TV Studio, reception area, and server room in City Hall.

**CITY OF DEL MAR  
FISCAL YEARS 2011-2012 AND 2012-2013  
EXPENDITURE DETAIL**

<b>FUND: 01</b>		<b>GENERAL</b>				
<b>ACCOUNT</b>	<b>DESCRIPTION</b>	<b>ACTUAL 2008-2009</b>	<b>ACTUAL 2009-2010</b>	<b>AMENDED 2010-2011</b>	<b>ADOPTED 2011-2012</b>	<b>ADOPTED 2012-2013</b>
	<b><u>PUBLIC WORKS</u></b>					
01-5840-1000	SALARIES - PERMANENT	42,518	46,454	46,816	46,816	46,816
01-5840-1200	EMPLOYEE BENEFITS	15,589	16,514	17,872	19,277	20,288
01-5840-1205	WORKERS' COMPENSATION	1,860	491	1,373	1,373	1,373
01-5840-1300	SALARIES - SEASONAL	-	-	-	-	-
01-5840-1400	OVERTIME	-	-	100	100	100
01-5840-1803	OUTSIDE CLERICAL	-	-	-	-	-
	<b>EMPLOYEE SERVICES</b>	<b>59,967</b>	<b>63,459</b>	<b>66,161</b>	<b>67,567</b>	<b>68,577</b>
01-5840-2000	BUILDING MAINTENANCE & REPAIR	62	-	258	258	258
01-5840-2100	EQUIP/RADIO MAINTENANCE & REPAIR	211	265	124	124	124
01-5840-2131	VEHICLE MAINTENANCE	388	152	325	325	325
01-5840-2133	VEHICLE CONTRACTUAL SERVICES	547	824	824	824	824
01-5840-2135	HOLIDAY DECORATION MAINTENANCE	-	-	-	-	-
01-5840-2140	COMPUTER MAINTENANCE	-	-	-	-	-
01-5840-2300	OPERATING SUPPLIES	1,060	1,013	1,236	1,236	1,236
01-5840-2400	UNIFORMS	75	113	186	186	186
01-5840-2600	SMALL TOOLS & EQUIPMENT	484	191	600	600	600
01-5840-2800	GAS & OIL	1,716	1,872	2,061	2,060	2,060
01-5840-3000	ADVERTISING & PRINTING	50	-	-	-	-
01-5840-3300	UTILITIES	805	824	866	866	866
01-5840-3400	TELEPHONE	499	544	609	609	609
01-5840-3600	PROPERTY/EQUIPMENT RENTAL	147	147	205	205	205
01-5840-3700	MEMBERSHIPS & SUBSCRIPTIONS	43	122	68	68	68
01-5840-3800	MEETINGS & TRAVEL	99	79	103	103	103
01-5840-3801	TRAINING & EDUCATION	1	38	52	52	52
01-5840-3900	AUTO ALLOWANCE	-	144	144	144	144
01-5840-4800	ASSESSMENTS	-	-	-	-	-
	<b>MAINTENANCE &amp; OPERATIONS</b>	<b>6,187</b>	<b>6,328</b>	<b>7,661</b>	<b>7,660</b>	<b>7,660</b>
01-5840-3200	CONTRACTUAL SERVICES	358	228	497	820	1,001
01-5840-3210	CITY ENGINEER	-	-	-	-	-
	<b>CONTRACTUAL SERVICES</b>	<b>358</b>	<b>228</b>	<b>497</b>	<b>820</b>	<b>1,001</b>
01-5840-5300	MACHINERY & EQUIPMENT	-	-	-	-	-
01-5840-5500	VEHICLES	3,109	-	-	-	-
	<b>CAPITAL OUTLAY</b>	<b>3,109</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>
	<b>PUBLIC WORKS</b>	<b>69,621</b>	<b>70,015</b>	<b>74,319</b>	<b>76,047</b>	<b>77,238</b>
	<b><u>FLOOD CONTROL &amp; DRAINAGE</u></b>					
01-5841-1000	SALARIES - PERMANENT	14,752	15,301	15,704	15,594	15,594
01-5841-1200	EMPLOYEE BENEFITS	5,912	6,091	6,600	7,210	7,641
01-5841-1205	WORKERS' COMPENSATION	1,333	339	921	921	921
01-5841-1400	OVERTIME	30	-	155	155	155
	<b>EMPLOYEE SERVICES</b>	<b>22,027</b>	<b>21,731</b>	<b>23,380</b>	<b>23,880</b>	<b>24,311</b>
01-5841-2300	OPERATING SUPPLIES	447	428	1,025	1,025	1,025
01-5841-2400	UNIFORMS	107	109	205	205	205
01-5841-4800	ASSESSMENTS	590	615	615	615	615
	<b>MAINTENANCE &amp; OPERATIONS</b>	<b>1,144</b>	<b>1,152</b>	<b>1,845</b>	<b>1,845</b>	<b>1,845</b>
01-5841-3200	CONTRACTUAL SERVICES	537	2,858	5,229	5,300	5,300
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>23,708</b>	<b>25,741</b>	<b>30,454</b>	<b>31,025</b>	<b>31,456</b>
	<b><u>OTHER FACILITY MAINTENANCE</u></b>					
01-5854-2000	BUILDING MAINTENANCE & REPAIR	-	1,494	8,626	2,500	2,500
01-5854-2300	OPERATING SUPPLIES	-	4,941	2,050	2,050	2,050
	<b>MAINTENANCE &amp; OPERATIONS</b>	<b>-</b>	<b>6,435</b>	<b>10,676</b>	<b>4,550</b>	<b>4,550</b>
01-5854-3200	CONTRACTUAL SERVICES	-	35,914	50,314	19,625	19,625
	<b>OTHER FACILITY MAINTENANCE</b>	<b>-</b>	<b>42,349</b>	<b>60,990</b>	<b>24,175</b>	<b>24,175</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 seven 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. 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 2008-2009</b>	<b>ACTUAL 2009-2010</b>	<b>AMENDED 2010-2011</b>	<b>ADOPTED 2011-2012</b>	<b>ADOPTED 2012-2013</b>
Employee Services	\$ -	\$ -	\$ -	\$ -	\$ -
Maintenance & Operations	661	1,027	1,000	1,000	1,000
Contractual Services	12,982	15,591	9,825	9,810	9,810 (1)
Debt Service	62,217	-	-	-	-
Capital Outlay	-	-	-	-	-
<b>GRAND TOTAL</b>	<b>\$ 75,860</b>	<b>\$ 16,618</b>	<b>\$ 10,825</b>	<b>\$ 10,810</b>	<b>\$ 10,810</b>
<b>POSITIONS (FTE)</b>	-	-	-	-	-

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

**CITY OF DEL MAR  
FISCAL YEARS 2011-2012 AND 2012-2013  
EXPENDITURE DETAIL**

FUND: 08		LIBRARY				
ACCOUNT	DESCRIPTION	ACTUAL 2008-2009	ACTUAL 2009-2010	AMENDED 2010-2011	ADOPTED 2011-2012	ADOPTED 2012-2013
08-5840-2000	BUILDING MAINT & REPAIR	420	318	1,000	1,000	1,000
08-5840-2100	EQUIP/RADIO MAINT & REPAIR	-	-	-	-	-
08-5840-2300	OPERATING SUPPLIES	241	709	-	-	-
	<b>MAINTENANCE &amp; OPERATIONS</b>	<b>661</b>	<b>1,027</b>	<b>1,000</b>	<b>1,000</b>	<b>1,000</b>
08-5840-3200	<b>CONTRACTUAL SERVICES</b>	<b>12,982</b>	<b>15,591</b>	<b>9,825</b>	<b>9,810</b>	<b>9,810</b>
	<b>LIBRARY OPERATIONS &amp; MAINT</b>	<b>13,643</b>	<b>16,618</b>	<b>10,825</b>	<b>10,810</b>	<b>10,810</b>
	<b>DEBT SERVICE</b>					
08-5900-4500	DEBT INTEREST	2,800	-	-	-	-
08-5900-4600	DEBT PRINCIPAL	59,417	-	-	-	-
	<b>DEBT SERVICE</b>	<b>62,217</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>
	<b>TOTAL LIBRARY FUND</b>	<b>75,860</b>	<b>16,618</b>	<b>10,825</b>	<b>10,810</b>	<b>10,810</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 2011-2011 and Fiscal Year 2012-2013, respectively. These amounts include the Proposition 42 monies, which were used for transportation and eliminated and swapped for Gas Tax monies in the Gasoline Excise Tax Swap of 2010. 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 2008-2009</b>	<b>ACTUAL 2009-2010</b>	<b>AMENDED 2010-2011</b>	<b>ADOPTED 2011-2012</b>	<b>ADOPTED 2012-2013</b>
Employee Services	\$ 99,672	\$ 103,075	\$ 108,923	\$ 111,112	\$ 112,852 (1)
Maintenance & Operations	15,500	17,100	23,219	18,312	18,312
Contractual Services	23,807	7,960	5,817	24,465	24,465 (2)
Debt Service	-	-	-	-	-
Capital Outlay	4,301	-	-	-	-
<b>GRAND TOTAL</b>	<b>\$ 143,280</b>	<b>\$ 128,135</b>	<b>\$ 137,959</b>	<b>\$ 153,889</b>	<b>\$ 155,629</b>
<b>POSITIONS (FTE)</b>	<b>1.03</b>	<b>1.17</b>	<b>1.17</b>	<b>1.17</b>	<b>1.17</b>

(1) Beginning in Fiscal Year 2008-2009, a portion of the 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) In Fiscal Year 2011-2012, the City will issue a contract to a private vendor for street sweeping services.

**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 2008-2009</b>	<b>ACTUAL 2009-2010</b>	<b>AMENDED 2010-2011</b>	<b>ADOPTED 2011-2012</b>	<b>ADOPTED 2012-2013</b>
Employee Services	\$ 60,126	\$ 58,865	\$ 64,329	\$ 65,646	\$ 66,697
Maintenance & Operations	35,070	34,619	34,981	35,029	35,029
Contractual Services	21,535	60,036	60,768	55,500	55,500 (1)
Debt Service	-	-	-	-	-
Capital Outlay	-	-	-	-	-
<b>GRAND TOTAL</b>	<b>\$ 116,731</b>	<b>\$ 153,520</b>	<b>\$ 160,078</b>	<b>\$ 156,175</b>	<b>\$ 157,226</b>
<b>POSITIONS (FTE)</b>	<b>0.75</b>	<b>0.71</b>	<b>0.71</b>	<b>0.58</b>	<b>0.58</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 2008-2009</b>	<b>ACTUAL 2009-2010</b>	<b>AMENDED 2010-2011</b>	<b>ADOPTED 2011-2012</b>	<b>ADOPTED 2012-2013</b>
Employee Services	\$ 36,760	\$ 36,436	\$ 39,356	\$ 39,605	\$ 40,206
Maintenance & Operations	34,047	31,113	38,976	38,976	38,976
Contractual Services	51,524	53,629	67,651	67,500	67,500 (1)
Debt Service	-	-	-	-	-
Capital Outlay	-	-	-	-	-
<b>GRAND TOTAL</b>	<b>\$ 122,331</b>	<b>\$ 121,178</b>	<b>\$ 145,983</b>	<b>\$ 146,081</b>	<b>\$ 146,682</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 2011-2012 AND 2012-2013  
EXPENDITURE DETAIL**

<b>FUND: 20</b>		<b>GAS TAX FUND</b>				
<b>ACCOUNT</b>	<b>DESCRIPTION</b>	<b>ACTUAL 2008-2009</b>	<b>ACTUAL 2009-2010</b>	<b>AMENDED 2010-2011</b>	<b>ADOPTED 2011-2012</b>	<b>ADOPTED 2012-2013</b>
	<b><u>STREET MAINTENANCE</u></b>					
20-5845-1000	SALARIES - PERMANENT	68,369	73,201	74,514	74,514	74,514
20-5845-1200	EMPLOYEE BENEFITS	25,757	27,463	29,357	31,620	33,360
20-5845-1205	WORKERS' COMPENSATION	4,993	1,316	3,581	3,578	3,578
20-5845-1300	SALARIES - SEASONAL	-	-	-	-	-
20-5845-1400	OVERTIME SALARIES	553	1,095	1,471	1,400	1,400
	<b>EMPLOYEE SERVICES</b>	<b>99,672</b>	<b>103,075</b>	<b>108,923</b>	<b>111,112</b>	<b>112,852</b>
20-5845-2000	BUILDING MAINT & REPAIR	86	-	513	513	513
20-5845-2100	EQUIP/RADIO MAINT & REPAIR	293	367	308	308	308
20-5845-2131	VEHICLE MATERIALS & SUPPLIES	3,553	2,349	5,016	2,016	2,016
20-5845-2133	VEHICLE CONTRACTUAL SERVICES	793	1,292	2,780	1,780	1,780
20-5845-2300	OPERATING SUPPLIES	3,350	5,641	5,055	5,055	5,055
20-5845-2400	UNIFORMS	436	523	682	682	682
20-5845-2600	SMALL TOOLS & EQUIPMENT	763	265	1,407	1,000	1,000
20-5845-2800	GAS & OIL	3,157	2,599	4,100	3,300	3,300
20-5845-3000	ADVERTISING & PRINTING	21	10	-	-	-
20-5845-3300	UTILITIES	1,405	2,164	1,300	1,600	1,600
20-5845-3400	TELEPHONE	749	853	900	900	900
20-5845-3700	MEMBERSHIPS/SUBSCRIPTIONS	60	149	76	76	76
20-5845-3800	MEETINGS/TRAVEL	11	163	205	205	205
20-5845-3801	TRAINING	151	53	205	205	205
20-5845-3900	AUTO ALLOWANCE	672	672	672	672	672
	<b>MAINTENANCE &amp; OPERATIONS</b>	<b>15,500</b>	<b>17,100</b>	<b>23,219</b>	<b>18,312</b>	<b>18,312</b>
20-5845-3200	CONTRACTUAL SERVICES	23,807	7,960	5,817	24,465	24,465
20-5845-3210	CITY ENGINEER	-	-	-	-	-
	<b>CONTRACTUAL SERVICES</b>	<b>23,807</b>	<b>7,960</b>	<b>5,817</b>	<b>24,465</b>	<b>24,465</b>
20-5845-5300	MACHINERY & EQUIPMENT	-	-	-	-	-
20-5845-5500	VEHICLES	4,301	-	-	-	-
	<b>CAPITAL OUTLAY</b>	<b>4,301</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>
	<b>STREET MAINTENANCE</b>	<b>143,280</b>	<b>128,135</b>	<b>137,959</b>	<b>153,889</b>	<b>155,629</b>
	<b><u>STREET LIGHTS, SIGNS</u></b>					
20-5846-1000	SALARIES - PERMANENT	40,994	41,791	43,701	43,701	43,701
20-5846-1200	EMPLOYEE BENEFITS	15,513	15,778	17,517	18,860	19,911
20-5846-1205	WORKERS' COMPENSATION	2,970	732	2,086	2,085	2,085
20-5846-1400	OVERTIME	649	564	1,025	1,000	1,000
	<b>EMPLOYEE SERVICES</b>	<b>60,126</b>	<b>58,865</b>	<b>64,329</b>	<b>65,646</b>	<b>66,697</b>
20-5846-2200	GENERAL MAINT & REPAIR	8,670	8,759	7,575	7,575	7,575
20-5846-2300	OPERATING SUPPLIES	1,250	1,125	-	-	-
20-5846-2400	UNIFORMS	125	275	307	307	307
20-5846-2600	SMALL TOOLS & EQUIPMENT	22	-	1,025	1,025	1,025
20-5846-3000	ADVERTISING, PRINTING & PUB	-	38	-	-	-
20-5846-3300	UTILITIES	24,987	24,351	25,971	25,971	25,971
20-5846-3400	TELEPHONE	-	3	-	-	-
20-5846-3800	MEETINGS & TRAVEL	-	20	103	103	103
20-5846-3900	AUTO ALLOWANCE	16	48	-	48	48
	<b>MAINTENANCE &amp; OPERATIONS</b>	<b>35,070</b>	<b>34,619</b>	<b>34,981</b>	<b>35,029</b>	<b>35,029</b>
20-5846-3200	CONTRACTUAL SERVICES	21,535	60,036	60,768	55,500	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>116,731</b>	<b>153,520</b>	<b>160,078</b>	<b>156,175</b>	<b>157,226</b>

**CITY OF DEL MAR  
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<b>FUND: 20</b>		<b>GAS TAX FUND</b>				
<b>ACCOUNT</b>	<b>DESCRIPTION</b>	<b>ACTUAL 2008-2009</b>	<b>ACTUAL 2009-2010</b>	<b>AMENDED 2010-2011</b>	<b>ADOPTED 2011-2012</b>	<b>ADOPTED 2012-2013</b>
	<b><u>STREET LANDSCAPING</u></b>					
20-5847-1000	SALARIES - PERMANENT	25,612	26,225	26,714	26,713	26,713
20-5847-1200	EMPLOYEE BENEFITS	9,383	9,655	10,354	11,151	11,751
20-5847-1205	WORKERS' COMPENSATION	1,746	443	1,263	1,241	1,241
20-5847-1400	OVERTIME	19	113	1,025	500	500
	<b>EMPLOYEE SERVICES</b>	<b>36,760</b>	<b>36,436</b>	<b>39,356</b>	<b>39,605</b>	<b>40,206</b>
20-5847-2100	EQUIP/RADIO MAINT & REPAIR	-	-	205	205	205
20-5847-2200	GENERAL MAINT & REPAIR	-	-	1,025	1,025	1,025
20-5847-2300	OPERATING SUPPLIES	225	143	820	820	820
20-5847-2400	UNIFORMS	74	147	308	308	308
20-5847-2600	SMALL TOOLS & EQUIPMENT	22	-	101	101	101
20-5847-3300	UTILITIES	33,726	30,823	35,800	35,800	35,800
20-5847-3600	PROPERTY/EQUIPMENT RENTAL	-	-	717	717	717
	<b>MAINTENANCE &amp; OPERATIONS</b>	<b>34,047</b>	<b>31,113</b>	<b>38,976</b>	<b>38,976</b>	<b>38,976</b>
20-5847-3200	<b>CONTRACTUAL SERVICES</b>	<b>51,524</b>	<b>53,629</b>	<b>67,651</b>	<b>67,500</b>	<b>67,500</b>
20-5847-5300	MACHINERY & EQUIPMENT	-	-	-	-	-
	<b>CAPITAL OUTLAY</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>
	<b>STREET LANDSCAPING</b>	<b>122,331</b>	<b>121,178</b>	<b>145,983</b>	<b>146,081</b>	<b>146,682</b>
	<b>TOTAL GAS TAX FUND</b>	<b>382,342</b>	<b>402,833</b>	<b>444,020</b>	<b>456,145</b>	<b>459,537</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.

**PROGRAM: BEACH SERVICES****ACCT #21-5634**

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.

	<b>ACTUAL 2008-2009</b>	<b>ACTUAL 2009-2010</b>	<b>AMENDED 2010-2011</b>	<b>ADOPTED 2011-2012</b>	<b>ADOPTED 2012-2013</b>	
Employee Services	\$44,905	\$44,646	\$44,072	\$45,647	\$46,658	(1)
Maintenance & Operations	79,626	71,532	75,204	75,704	76,704	(2)
Contractual Services	161,597	159,338	163,000	163,000	163,000	(3)
Debt Service	-	-	-	-	-	
Capital Outlay	-	-	-	-	-	
<b>GRAND TOTAL</b>	<b>\$286,128</b>	<b>\$275,516</b>	<b>\$282,276</b>	<b>\$284,351</b>	<b>\$286,362</b>	
<b>POSITIONS (FTE)</b>	<b>1.0</b>	<b>0.5</b>	<b>0.5</b>	<b>0.5</b>	<b>0.5</b>	

- (1) 50 percent of the Community Services Specialist is budgeted in this program as well as seasonal staff to operate the beach cleaner.
- (2) Primarily includes operating supplies and utilities for the maintenance of public restrooms, trash receptacles in the parks, beach and downtown receptacles.
- (3) The City has an agreement with Jani-King 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 Powerhouse Park, the Lifeguard tower, and all beach entrances.

**PROGRAM: POWERHOUSE OPERATIONS****ACCT #21-5635**

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.

	<b>ACTUAL 2008-2009</b>	<b>ACTUAL 2009-2010</b>	<b>AMENDED 2010-2011</b>	<b>ADOPTED 2011-2012</b>	<b>ADOPTED 2012-2013</b>	
Employee Services	\$116,962	\$117,689	\$128,387	\$126,772	\$129,442	(1)
Maintenance & Operations	91,411	86,492	70,463	74,500	59,000	(2)
Contractual Services	38,227	53,580	50,000	50,000	50,000	(3)
Debt Service	-	-	-	-	-	
Capital Outlay	-	-	-	-	-	
<b>GRAND TOTAL</b>	<b>\$246,600</b>	<b>\$257,761</b>	<b>\$248,850</b>	<b>\$251,272</b>	<b>\$238,442</b>	
<b>POSITIONS (FTE)</b>	<b>1.0</b>	<b>1.5</b>	<b>1.5</b>	<b>1.5</b>	<b>1.5</b>	

- (1) The 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 Jani-King personnel, HVAC maintenance, pest control, and gardening maintenance.

**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 2008-2009</b>	<b>ACTUAL 2009-2010</b>	<b>AMENDED 2010-2011</b>	<b>ADOPTED 2011-2012</b>	<b>ADOPTED 2012-2013</b>
Employee Services	\$ 33,498	\$ 31,545	\$ 32,156	\$ 32,815	\$ 33,276
Maintenance & Operations	28,183	23,965	29,149	33,149	33,149
Contractual Services	68,315	71,227	87,552	78,550	78,550 (1)
Debt Service	-	-	-	-	-
Capital Outlay	-	-	-	-	-
<b>GRAND TOTAL</b>	<b>\$ 129,996</b>	<b>\$ 126,737</b>	<b>\$ 148,857</b>	<b>\$ 144,514</b>	<b>\$ 144,975</b>
<b>POSITIONS (FTE)</b>	<b>0.35</b>	<b>0.30</b>	<b>0.30</b>	<b>0.43</b>	<b>0.43</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 2008-2009</b>	<b>ACTUAL 2009-2010</b>	<b>AMENDED 2010-2011</b>	<b>ADOPTED 2011-2012</b>	<b>ADOPTED 2012-2013</b>	
Maintenance & Operations	\$ 3,568	\$ 4,118	\$ 10,303	\$ 8,050	\$ 8,050	(1)
Contractual Services	4,913	6,417	250,100	9,600	9,600	(2)
Debt Service	-	-	-	-	-	
Capital Outlay	-	-	-	-	-	
<b>GRAND TOTAL</b>	<b>\$ 8,481</b>	<b>\$ 10,535</b>	<b>\$ 260,403</b>	<b>\$ 17,650</b>	<b>\$ 17,650</b>	
<b>POSITIONS (FTE)</b>	-	-	-	-	-	

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

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

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FUND: 21		OPEN SPACE FUND				
ACCOUNT	DESCRIPTION	ACTUAL 2008-2009	ACTUAL 2009-2010	AMENDED 2010-2011	ADOPTED 2011-2012	ADOPTED 2012-2013
	<b>BEACH SERVICES</b>					
21-5634-1000	SALARIES - PERMANENT	18,247	18,865	21,951	21,951	21,951
21-5634-1200	EMPLOYEE BENEFITS	9,255	9,199	10,061	11,636	12,451
21-5634-1205	WORKERS' COMPENSATION	2,073	517	1,245	1,245	1,257
21-5634-1300	SALARIES - SEASONAL	15,122	15,687	10,815	10,815	11,000
21-5634-1400	OVERTIME	208	378	-	-	-
21-5634-1803	OUTSIDE CLERICAL	-	-	-	-	-
	<b>EMPLOYEE SERVICES</b>	<b>44,905</b>	<b>44,646</b>	<b>44,072</b>	<b>45,647</b>	<b>46,658</b>
21-5634-2000	BUILDING MAINT & REPAIR	5,325	8,439	5,000	5,000	5,000
21-5634-2131	VEHICLE MATERIALS & SUPPLIES	3,046	3,718	2,500	2,500	1,000
21-5634-2133	VEHICLE CONTRACTUAL SERVICES	-	-	-	-	-
21-5634-2300	OPERATING SUPPLIES	38,912	35,692	34,000	34,000	36,000
21-5634-2400	UNIFORMS	1,730	697	500	1,000	1,000
21-5634-2600	SMALL TOOLS & EQUIPMENT	-	-	1,000	1,000	1,000
21-5634-2800	GAS & OIL	6,988	7,124	8,500	8,500	9,000
21-5634-3300	UTILITIES	16,887	13,023	18,204	18,204	18,204
21-5634-3600	PROPERTY/EQUIPMENT RENTAL	6,738	2,839	5,500	5,500	5,500
	<b>MAINTENANCE &amp; OPERATIONS</b>	<b>79,626</b>	<b>71,532</b>	<b>75,204</b>	<b>75,704</b>	<b>76,704</b>
21-5634-3200	<b>CONTRACTUAL SERVICES</b>	<b>161,597</b>	<b>159,338</b>	<b>163,000</b>	<b>163,000</b>	<b>163,000</b>
21-5634-5500	VEHICLES	-	-	-	-	-
	<b>CAPITAL OUTLAY</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>
	<b>BEACH SERVICES</b>	<b>286,128</b>	<b>275,516</b>	<b>282,276</b>	<b>284,351</b>	<b>286,362</b>
	<b>POWERHOUSE OPERATIONS (Debt Service in Account 21-5900-4500)</b>					
21-5635-1000	SALARIES	60,891	65,067	66,013	66,013	66,013
21-5635-1200	EMPLOYEE BENEFITS	29,224	30,103	32,553	34,795	36,933
21-5635-1205	WORKERS' COMPENSATION	7,234	1,878	5,566	5,340	5,371
21-5635-1300	SALARIES - SEASONAL	18,427	17,374	21,630	18,000	18,500
21-5635-1400	OVERTIME	1,186	3,267	2,625	2,625	2,625
	<b>EMPLOYEE SERVICES</b>	<b>116,962</b>	<b>117,689</b>	<b>128,387</b>	<b>126,772</b>	<b>129,442</b>
21-5635-2000	BUILDING MAINT & REPAIR	34,232	36,671	15,000	22,000	5,000
21-5635-2100	EQUIPMENT MAINTENANCE/REPAIR	398	-	-	-	-
21-5635-2300	OPERATING SUPPLIES	37,833	33,936	30,000	30,000	32,000
21-5635-2380	FURNISHINGS	-	-	2,500	1,500	1,000
21-5635-2600	SMALL TOOLS & EQUIPMENT	3,319	1,189	2,500	2,500	2,500
21-5635-3000	ADVERTISING, PRINTING, PUBLIC.	-	-	-	-	-
21-5635-3300	UTILITIES	11,199	11,595	16,963	15,000	15,000
21-5635-3400	TELEPHONE	4,430	2,717	3,500	3,500	3,500
21-5635-3600	EQUIPMENT RENTAL	-	384	-	-	-
	<b>MAINTENANCE &amp; OPERATIONS</b>	<b>91,411</b>	<b>86,492</b>	<b>70,463</b>	<b>74,500</b>	<b>59,000</b>
21-5635-3200	<b>CONTRACTUAL SERVICES</b>	<b>38,227</b>	<b>53,580</b>	<b>50,000</b>	<b>50,000</b>	<b>50,000</b>
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>246,600</b>	<b>257,761</b>	<b>248,850</b>	<b>251,272</b>	<b>238,442</b>

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<b>FUND: 21</b>		<b>OPEN SPACE FUND</b>				
<b>ACCOUNT</b>	<b>DESCRIPTION</b>	<b>ACTUAL 2008-2009</b>	<b>ACTUAL 2009-2010</b>	<b>AMENDED 2010-2011</b>	<b>ADOPTED 2011-2012</b>	<b>ADOPTED 2012-2013</b>
	<b><u>PARK MAINTENANCE</u></b>					
21-5848-1000	SALARIES - PERMANENT	23,754	23,076	22,414	22,414	22,414
21-5848-1200	EMPLOYEE BENEFITS	8,254	8,120	8,320	8,978	9,439
21-5848-1205	WORKERS' COMPENSATION	1,344	341	909	909	909
21-5848-1400	OVERTIME	146	8	513	513	513
	<b>EMPLOYEE SERVICES</b>	<b>33,498</b>	<b>31,545</b>	<b>32,156</b>	<b>32,815</b>	<b>33,276</b>
21-5848-2200	GENERAL MAINT & REPAIR	4,462	804	2,050	6,050	6,050
21-5848-2300	OPERATING SUPPLIES	4,143	2,125	1,683	1,683	1,683
21-5848-2600	SMALL TOOLS AND EQUIPMENT	22	-	308	308	308
21-5848-2400	UNIFORMS	79	70	123	123	123
21-5848-3300	UTILITIES	19,253	20,828	24,889	24,889	24,889
21-5848-3400	TELEPHONE		42		-	-
21-5848-3900	AUTO ALLOWANCE	224	96	96	96	96
	<b>MAINTENANCE &amp; OPERATIONS</b>	<b>28,183</b>	<b>23,965</b>	<b>29,149</b>	<b>33,149</b>	<b>33,149</b>
21-5848-3200	<b>CONTRACTUAL SERVICES</b>	<b>68,315</b>	<b>71,227</b>	<b>87,552</b>	<b>78,550</b>	<b>78,550</b>
	<b>PARK MAINTENANCE</b>	<b>129,996</b>	<b>126,737</b>	<b>148,857</b>	<b>144,514</b>	<b>144,975</b>
	<b><u>SHORES PROPERTY</u></b>					
21-5636-3600	RENTAL EQUIPMENT	3,569	3,195	3,000	3,000	3,000
21-5849-2200	GENERAL MAINT & REPAIR	-	923	2,050	2,050	2,050
21-5849-3300	UTILITIES	-	-	5,253	3,000	3,000
	<b>MAINTENANCE &amp; OPERATIONS</b>	<b>3,568</b>	<b>4,118</b>	<b>10,303</b>	<b>8,050</b>	<b>8,050</b>
21-5849-3200	<b>CONTRACTUAL SERVICES</b>	<b>4,913</b>	<b>6,417</b>	<b>250,100</b>	<b>9,600</b>	<b>9,600</b>
	<b>SHORES PROPERTY</b>	<b>8,481</b>	<b>10,535</b>	<b>260,403</b>	<b>17,650</b>	<b>17,650</b>
	<b><u>OPEN SPACE DEBT SERVICE</u></b>					
21-5900-4500	DEBT INTEREST Powerhouse	61,754	-	-	-	-
21-5900-4501	DEBT INTEREST -Shores	-	93,456	3,538,067	-	-
21-5900-4600	DEBT PRINCIPAL - Powerhouse	198,959	-	-	-	-
21-5900-4601	DEBT PRINCIPAL - Shores	-	188,152	188,150	-	-
	<b>DEBT SERVICE</b>	<b>260,713</b>	<b>281,608</b>	<b>3,726,217</b>	<b>-</b>	<b>-</b>
	<b>TOTAL OPEN SPACE FUND</b>	<b>931,918</b>	<b>952,157</b>	<b>4,666,604</b>	<b>697,786</b>	<b>687,429</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.

	<b>ACTUAL 2008-2009</b>	<b>ACTUAL 2009-2010</b>	<b>AMENDED 2010-2011</b>	<b>ADOPTED 2011-2012</b>	<b>ADOPTED 2012-2013</b>	
Employee Services	\$ -	\$ -	\$ -	\$ -	\$ -	
Maintenance & Operations	4,998	9,042	1,000	1,000	1,000	(1)
Contractual Services	11,347	18,463	25,000	15,000	15,000	(2)
Debt Service	-	-	-	-	-	
Capital Outlay	-	-	-	-	-	
<b>GRAND TOTAL</b>	<b>\$ 16,345</b>	<b>\$ 27,505</b>	<b>\$ 26,000</b>	<b>\$ 16,000</b>	<b>\$ 16,000</b>	
<b>POSITIONS (FTE)</b>	-	-	-	-	-	

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

(2) These funds are used to contract out for additional law enforcement for special events and special summer holidays such as the 4th of July Holiday.

**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.

	<b>ACTUAL 2008-2009</b>	<b>ACTUAL 2009-2010</b>	<b>AMENDED 2010-2011</b>	<b>ADOPTED 2011-2012</b>	<b>ADOPTED 2012-2013</b>	
Employee Services	\$ 136,928	\$ 132,494	\$ 139,838	\$ 144,722	\$ 146,787	(1)
Maintenance & Operations	13,757	15,294	12,500	13,900	12,900	
Contractual Services	10,199	5,659	14,000	14,000	14,000	(2)
Debt Service	-	-	-	-	-	
Capital Outlay	-	-	-	-	-	
<b>GRAND TOTAL</b>	<b>\$ 160,884</b>	<b>\$ 153,447</b>	<b>\$ 166,338</b>	<b>\$ 172,622</b>	<b>\$ 173,687</b>	
<b>POSITIONS (FTE)</b>	<b>1.0</b>	<b>1.0</b>	<b>1.0</b>	<b>1.0</b>	<b>1.0</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. For Fiscal Years 2011-2012 and 2012-2013, it was anticipated that the state would not provide funding and was not included in revenue as an offset to these costs. 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. Starting 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) 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 2011-2012 AND 2012-2013  
EXPENDITURE DETAIL**

FUND: 22		SUPPLEMENTAL LAW FUND				
ACCOUNT	DESCRIPTION	ACTUAL 2008-2009	ACTUAL 2009-2010	AMENDED 2010-2011	ADOPTED 2011-2012	ADOPTED 2012-2013
	<b>LAW ENFORCEMENT</b>					
22-5230-2300	OPERATING SUPPLIES	4,902	6,738	1,000	1,000	1,000
22-5230-2600	SMALL TOOLS & EQUIPMENT	-	-	-	-	-
22-5230-3400	TELEPHONE	96	585	-	-	-
22-5230-3800	MEETINGS & TRAVEL	-	-	-	-	-
22-5230-3801	TRAINING & EDUCATION	-	1,719	-	-	-
	<b>MAINTENANCE &amp; OPERATIONS</b>	<b>4,998</b>	<b>9,042</b>	<b>1,000</b>	<b>1,000</b>	<b>1,000</b>
22-5230-3200	CONTRACTUAL SERVICES	6,110	12,408	5,000	-	-
22-5230-3220	LAW ENFORCEMENT	5,237	6,055	20,000	15,000	15,000
	<b>CONTRACTUAL SERVICES</b>	<b>11,347</b>	<b>18,463</b>	<b>25,000</b>	<b>15,000</b>	<b>15,000</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>16,345</b>	<b>27,505</b>	<b>26,000</b>	<b>16,000</b>	<b>16,000</b>
	<b>BEACH &amp; COMMUNITY PATROL</b>					
22-5633-1000	SALARIES - PERMANENT	74,156	74,184	73,957	73,957	73,957
22-5633-1200	EMPLOYEE BENEFITS	24,652	23,979	25,637	30,522	32,408
22-5633-1205	WORKERS' COMPENSATION	7,879	1,980	5,414	5,414	5,422
22-5633-1300	SALARIES - SEASONAL	21,810	22,887	24,830	24,830	25,000
22-5633-1400	OVERTIME	8,431	9,464	10,000	10,000	10,000
	<b>EMPLOYEE SERVICES</b>	<b>136,928</b>	<b>132,494</b>	<b>139,838</b>	<b>144,722</b>	<b>146,787</b>
22-5633-2100	EQUIPMENT/RADIO MAINT. REPAIR	-	-	1,900	500	500
22-5633-2131	VEHICLE MAINTENANCE	1,933	1,203	500	2,500	500
22-5633-2300	OPERATING SUPPLIES	5,135	5,125	3,500	3,500	3,500
22-5633-2360	COMPUTER SOFTWARE	-	720	750	750	750
22-5633-2400	UNIFORMS	614	150	500	800	800
22-5633-2600	SMALL TOOLS & EQUIPMENT	-	1,679	-	500	1,000
22-5633-2800	GAS & OIL	4,419	3,891	3,000	3,000	3,500
22-5633-3400	TELEPHONE	1,656	1,716	1,850	1,850	1,850
22-5633-3801	TRAINING & EDUCATION	-	810	500	500	500
	<b>MAINTENANCE &amp; OPERATIONS</b>	<b>13,757</b>	<b>15,294</b>	<b>12,500</b>	<b>13,900</b>	<b>12,900</b>
22-5633-3200	<b>CONTRACTUAL SERVICES</b>	<b>10,199</b>	<b>5,659</b>	<b>14,000</b>	<b>14,000</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>160,884</b>	<b>153,447</b>	<b>166,338</b>	<b>172,622</b>	<b>173,687</b>
	<b>TOTAL SUPPLEMENTAL LAW FUND</b>	<b>177,229</b>	<b>180,952</b>	<b>192,338</b>	<b>188,622</b>	<b>189,687</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 2008-2009</b>	<b>ACTUAL 2009-2010</b>	<b>AMENDED 2010-2011</b>	<b>ADOPTED 2011-2012</b>	<b>ADOPTED 2012-2013</b>	
Maintenance & Operation	\$ -	\$ -	\$ -	\$ -	\$ -	
Contractual Services	23,873	27,768	25,723	25,350	25,984	(1)
Debt Service	12,083	12,083	12,086	-	-	(2)
Capital Outlay	-	-	-	-	-	
<b>GRAND TOTAL</b>	<b>\$ 35,956</b>	<b>\$ 39,851</b>	<b>\$ 37,809</b>	<b>\$ 25,350</b>	<b>\$ 25,984</b>	
<b>POSITIONS (FTE)</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 was made in December 2010 for the costs to set up the backbone and infrastructure of the system.

**CITY OF DEL MAR  
FISCAL YEARS 2011-2012 AND 2012-2013  
EXPENDITURE DETAIL**

FUND: 23		REGIONAL COMMUNICATIONS				
ACCOUNT	DESCRIPTION	ACTUAL 2008-2009	ACTUAL 2009-2010	AMENDED 2010-2011	ADOPTED 2011-2012	ADOPTED 2012-2013
	<b>800 MHZ</b>					
23-5740-2300	OPERATING SUPPLIES	-	-	-	-	-
	<b>MAINTENANCE &amp; OPERATIONS</b>					
23-5740-3200	CONTRACTUAL SERVICES	23,873	27,768	25,723	25,350	25,984
23-5740-5300	MACHINERY & EQUIPMENT	-	-	-	-	-
	<b>CAPITAL OUTLAY</b>					
	<b>800 MHZ</b>	<b>23,873</b>	<b>27,768</b>	<b>25,723</b>	<b>25,350</b>	<b>25,984</b>
	<b>DEBT SERVICE</b>					
23-5900-4500	DEBT INTEREST	1,691	1,258	646	-	-
23-5900-4600	DEBT PRINCIPAL	10,392	10,825	11,440	-	-
	<b>DEBT SERVICE</b>	<b>12,083</b>	<b>12,083</b>	<b>12,086</b>	<b>-</b>	<b>-</b>
	<b>TOTAL REGIONAL COMMUNICATIONS</b>	<b>35,956</b>	<b>39,851</b>	<b>37,809</b>	<b>25,350</b>	<b>25,984</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 # 24-5XXX</b>
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This program provides for the accounting of grants.

	ACTUAL 2008-2009	ACTUAL 2009-2010	AMENDED 2010-2011	ADOPTED 2011-2012	ADOPTED 2012-2013
Employee Services	\$ -	\$ -	\$ -	\$ -	\$ -
Maintenance & Operations	13,000	-	15,650	35,273	15,446 (1)
Contractual Services	-	-	135,000	1,000	-
Debt Service	-	-	-	-	-
Capital Outlay	2,444	2,500	619,950	19,000	-
<b>GRAND TOTAL</b>	<b>\$ 15,444</b>	<b>\$ 2,500</b>	<b>\$ 770,600</b>	<b>\$ 55,273</b>	<b>\$ 15,446</b>
<b>POSITIONS (FTE)</b>	-	-	-	-	-

(1) The Grants Fund was created in Fiscal Year 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 2011-2012 AND 2012-2013  
EXPENDITURE DETAIL**

FUND: 24		GRANTS				
ACCOUNT	DESCRIPTION	ACTUAL 2008-2009	ACTUAL 2009-2010	AMENDED 2010-2011	ADOPTED 2011-2012	ADOPTED 2012-2013
	<b>INFORMATION SYSTEMS</b>					
24-5320-2360	COMPUTER SOFTWARE	-	-	-	5,000	-
24-5320-3200	CONTRACTUAL SERVICES	-	-	-	1,000	-
24-5320-5300	MACHINERY & EQUIPMENT	-	-	-	19,000	-
	<b>INFORMATION SYSTEMS</b>	-	-	-	<b>25,000</b>	-
	<b>PLANNING</b>					
24-5530-3200	FORM BASED CODE	-	-	135,000	-	-
	<b>PLANNING</b>	-	-	<b>135,000</b>	-	-
	<b>FIRE SERVICES</b>					
24-5730-2110	COUNTY SERVICE AREA 17 (CSA-17)	-	-	3,000	30,273	15,446
24-5730-5300	TRAFFIC SIGNAL	-	-	53,200	-	-
24-5730-5500	FIRE ENGINE	-	-	565,250	-	-
24-5730-5904	COMMUNITY EMERGENCY RESPONSE TEAMS (CERT)	2,444	2,500	1,500	-	-
24-5781-2600	STATE HOMELAND SECURITY GRANT	13,000	-	12,650	-	-
	<b>FIRE PROTECTION</b>	<b>15,444</b>	<b>2,500</b>	<b>635,600</b>	<b>30,273</b>	<b>15,446</b>
<b>TOTAL GRANTS</b>		<b>15,444</b>	<b>2,500</b>	<b>770,600</b>	<b>55,273</b>	<b>15,446</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 2008-2009</b>	<b>ACTUAL 2009-2010</b>	<b>AMENDED 2010-2011</b>	<b>ADOPTED 2011-2012</b>	<b>ADOPTED 2012-2013</b>	
Employee Services	\$ -	\$ -	\$ -	\$ -	\$ -	
Maintenance & Operations	71,243	64,453	69,604	69,341	69,341	(1)
Contractual Services	36,946	37,000	37,925	37,000	37,000	(2)
Debt Service	-	-	-	-	-	
Capital Outlay	-	-	-	-	-	
<b>GRAND TOTAL</b>	<b>\$ 108,189</b>	<b>\$ 101,453</b>	<b>\$ 107,529</b>	<b>\$ 106,341</b>	<b>\$ 106,341</b>	
<b>POSITIONS (FTE)</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 2011-2012 AND 2012-2013  
EXPENDITURE DETAIL**

FUND: 25		HOUSING				
ACCOUNT	DESCRIPTION	ACTUAL 2008-2009	ACTUAL 2009-2010	AMENDED 2010-2011	ADOPTED 2011-2012	ADOPTED 2012-2013
<b>FUND 25</b>	<b>HOUSING</b>					
25-5540-2300	OPERATING SUPPLIES	342	-	-	-	-
25-5540-3800	MEETINGS & TRAVEL	-	220	263	-	-
25-5540-4900	RENTAL SUBSIDY	70,901	64,082	69,341	69,341	69,341
25-5890-3205	INVESTMENT FEES		151		-	-
	<b>MAINTENANCE &amp; OPERATIONS</b>	<b>71,243</b>	<b>64,453</b>	<b>69,604</b>	<b>69,341</b>	<b>69,341</b>
25-5540-3200	SHARED HOUSING CONTRACT	36,946	37,000	37,925	37,000	37,000
25-5540-3216	HOUSING ELEMENT	-	-	-	-	-
	<b>CONTRACTUAL SERVICES</b>	<b>36,946</b>	<b>37,000</b>	<b>37,925</b>	<b>37,000</b>	<b>37,000</b>
<b>TOTAL HOUSING</b>		<b>108,189</b>	<b>101,453</b>	<b>107,529</b>	<b>106,341</b>	<b>106,341</b>



## DEBT SERVICE FUNDS

Debt Service Funds account for the resources and payment of general obligation debt. The City of Del Mar's legal debt limit is 15 percent of gross assessed valuation which it has not exceeded.

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 2011-2012 property tax bill amounting to approximately .00600 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 2008-2009</b>	<b>ACTUAL 2009-2010</b>	<b>AMENDED 2010-2011</b>	<b>ADOPTED 2011-2012</b>	<b>ADOPTED 2012-2013</b>
Maintenance & Operations	\$ -	\$ -	\$ -	\$ -	\$ -
Contractual Services	-	-	-	-	-
Debt Service	179,261	183,628	177,295	176,040	174,405 (1)
Capital Outlay	-	-	-	-	-
<b>GRAND TOTAL</b>	<b>\$ 179,261</b>	<b>\$ 183,628</b>	<b>\$ 177,295</b>	<b>\$ 176,040</b>	<b>\$ 174,405</b>
<b>POSITIONS (FTE)</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, 2011, the principal balance outstanding is \$640,000.

**CITY OF DEL MAR  
FISCAL YEARS 2011-2012 AND 2012-2013  
EXPENDITURE DETAIL**

FUND: 35		WILDFIRE PROTECTION				
ACCOUNT	DESCRIPTION	ACTUAL 2008-2009	ACTUAL 2009-2010	AMENDED 2010-2011	ADOPTED 2011-2012	ADOPTED 2012-2013
	<b>DEBT SERVICE</b>					
35-5900-4500	DEBT INTEREST	43,629	37,578	31,560	25,290	18,655
35-5900-4600	DEBT PRINCIPAL	135,000	145,000	145,000	150,000	155,000
35-5900-4700	BOND SERVICE	632	1,050	735	750	750
35-5400-4810	<b>DEBT SERVICE</b>	<b>179,261</b>	<b>183,628</b>	<b>177,295</b>	<b>176,040</b>	<b>174,405</b>
	<b>TOTAL WILDFIRE PROTECTION</b>	<b>179,261</b>	<b>183,628</b>	<b>177,295</b>	<b>176,040</b>	<b>174,405</b>

CITY OF DEL MAR  
1999 Wildfire Protection Bonds  
Debt Service Schedule

Date	Interest	Principal	Total Debt Service
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	\$59,390	\$640,000	\$699,390



## **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 Transnet II and Regional Transportation Congestion Improvements Program (RTCIP) 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 \$171,000 for Fiscal Year 2011-2012 and \$178,000 for Fiscal Year 2012-2013, which 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 2011-2012 & 2012-2013  
CAPITAL IMPROVEMENTS PROGRAM  
OPEN SPACE FUND**

<b>FUND: 21 OPEN SPACE FUND</b>			
<b>PROJECT TITLE</b>	<b>Estimated Unexpended FY 2011 Funds <sup>(1)</sup></b>		
	<b>GENERAL</b>	<b>GRANTS</b>	<b>TOTAL</b>
PUBLIC PATHWAY/SURVEY INV.	\$3,091	\$ -	\$3,091
PARK & OPEN SPACE IRRIGATION AND CONTROLLERS	-	-	-
SEA GROVE PARK <sup>(1)</sup>	3,317	-	3,317
<b>TOTAL CIP</b>	<b>\$6,408</b>	<b>\$ -</b>	<b>\$6,408</b>

- (1) Funds previously budgeted in Fiscal Years 2010-2011 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 2012 Funds			FY 2013 Funds		
GENERAL	GRANTS	TOTAL	GENERAL	GRANTS	TOTAL
\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
6,600	-	6,600	2,000	-	2,000
-	-	-	-	-	-
<b>\$6,600</b>	<b>\$ -</b>	<b>\$6,600</b>	<b>\$2,000</b>	<b>\$ -</b>	<b>\$2,000</b>

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

**21-6532**

**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. This item will continue previous efforts to reduce the City's water consumption by continuing installation of new rotor sprinkler heads in parks (Seagrove and Powerhouse) and extending drip irrigation systems in medians (CDM from 14th to 13th). New sprinkler heads are approximately 30 percent more water efficient than the existing systems thereby reducing expenditures, resulting in a positive impact to the General Fund.

<b>FUNDING SOURCE</b>	<b>FY 2012</b>	<b>FY 2013</b>
OPEN SPACE FUND	\$6,600	\$2,000
TOTAL	<u>\$ 6,600</u>	<u>\$2,000</u>

**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. This project will have minimal impacts to the General Fund. Fiscal Year 2010-2011 budget remains unexpended.

<b>FUNDING SOURCE</b>	<b>FY 2012</b>	<b>FY 2013</b>
FY 2011 CONTINUING APPROPRIATION	\$3,091	\$ -
OPEN SPACE	-	-
<b>TOTAL</b>	<u><b>\$3,091</b></u>	<u><b>\$ -</b></u>

**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. This project will have minimal impacts to the General Fund. Fiscal Year 2010-2011 budget remains unexpended.

<b>FUNDING SOURCE</b>	<b>FY 2012</b>	<b>FY 2013</b>
GRANTS AND CONTRIBUTIONS	\$ -	\$ -
FY 2011 CONTINUING APPROPRIATION	3,317	-
OPEN SPACE	-	-
<b>TOTAL</b>	<u>\$3,317</u>	<u>\$ -</u>

**GENERAL CIP FUND 21  
FENCE AT SEA CLIFF PARK (DONOR FUNDED)**

**21-6549**

**PROJECT DESCRIPTION**

Donor-funded (Friends of the Powerhouse) efforts are underway to have a new cable fence installed along the western half of Sea Cliff Park and immediately west of the Tot Lot. The fence design was approved by the Parks & Recreation Committee in September of 2010. The estimated cost for the construction of the new fence is \$9,000.

<b>FUNDING SOURCE</b>	<b>FY 2012</b>	<b>FY 2013</b>
GRANTS AND CONTRIBUTIONS	\$ -	\$ -
OPEN SPACE	-	-
<b>TOTAL</b>	<u>\$ -</u>	<u>\$ -</u>

**CITY OF DEL MAR  
FISCAL YEARS 2011-2012 AND 2012-2013  
EXPENDITURE DETAIL**

FUND: 21		OPEN SPACE CAPITAL IMPROVEMENTS				
ACCOUNT	DESCRIPTION	ACTUAL 2008-2009	ACTUAL 2009-2010	AMENDED 2010-2011	ADOPTED 2011-2012	ADOPTED 2012-2013
	<b>CAPITAL IMPROVEMENT PROJECTS</b>					
21-6513-5900	PUBLIC PATHWAYS/SURVEY INV.	\$ -	\$ 3,152	\$ 3,091	\$ -	\$ -
21-6514-5900	TOT LOT REHAB. - DRAINAGE/STRUCTURAL	75,449	-	-	-	-
21-6532-5900	PARK/OPEN SPACE IRRIGATION SYSTEM	-	5,600	-	6,600	2,000
21-6536-5900	SHORES PROPERTY ACCESS PAVING	10,596	-	-	-	-
21-6552-5900	SEA GROVE PARK	-	1,101	4,000	-	-
21-6553-5900	29TH STREET END SEA WALL REPLACEMENT	9,830	-	-	-	-
21-6554-5900	SHORES LAND ACQUISTION	204,520	-	-	-	-
	<b>TOTAL OPEN SPACE CAPITAL IMPROVEMENT PROJECTS</b>	<b>\$ 300,395</b>	<b>\$ 9,853</b>	<b>\$ 7,091</b>	<b>\$ 6,600</b>	<b>\$ 2,000</b>

**OPEN SPACE  
FIVE YEAR PLAN**

**CITY OF DEL MAR  
FISCAL YEARS 2011-2012 & 2012-2013  
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>2011-2012</b>	<b>2012-2013</b>
PARK & OPEN SPACE IRRIGATION & CONTROLLERS	\$6,600	\$2,000
SEA GROVE PARK <sup>(1)</sup>	-	-
PUBLIC PATHWAYS RIGHT-OF-WAY SURVEY <sup>(2)</sup>	-	-
PATHWAY - SAN DIEGUITO/GRAND AVE <sup>(3)</sup>	-	-
SEA GROVE & SEA CLIFF PARKS <sup>(4)</sup>	-	-
<b>TOTAL CIP</b>	<b>\$6,600</b>	<b>\$2,000</b>

(1) Funds previously budgeted in Fiscal Years 2010-2011 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.

Future Budget Years			5 Year Total
2013-2014	2014-2015	2015-2016	
\$ -	\$ -	\$ -	\$8,600
-	-	-	-
-	-	-	-
-	-	-	-
-	-	-	-
<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$8,600</b>

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**CAPITAL IMPROVEMENT  
PROJECTS**

**CITY OF DEL MAR  
FISCAL YEARS 2011-2012 & 2012-2013  
CAPITAL IMPROVEMENT PROGRAMS**

FUND: 40 - CAPITAL IMPROVEMENT; 44 - TRANSNET II; 45 - RTCIP			
PROJECT LIST	Estimated Unexpended FY 2011 Funds		
	GENERAL	GRANTS	TOTAL
<b>MINOR CAPITAL MAINTENANCE PROJECTS AND ANNUAL ROADWAY IMPROVEMENTS</b>			
ANNUAL STREET & DRAINAGE IMPROVEMENT <sup>(1)(3)</sup>	\$ 216,541	\$ -	\$ 216,541
WEED ABATEMENT FOR CITY PROPERTIES	-	-	-
CDBG PROJECT - SIDEWALK <sup>(2)</sup>	20,130	-	20,130
COURT ST. TO 28TH ST. DRAINAGE CHANNEL IMPROVEMENTS	495,382	-	495,382
SAN DIEGUITO DRIVE DRAINAGE IMPROVEMENT	100,020	-	100,020
<b>MAJOR SYSTEM UPGRADES</b>			
<b>PUBLIC FACILITIES</b>			
PUBLIC FACILITIES PLAN <sup>(4)</sup>	226,883	-	226,883
17TH STREET END UPGRADE/BEACH SAFETY CENTER <sup>(5)(7)</sup>	-	-	-
TBD FACILITY CAPITAL NEEDS	-	-	-
LIBRARY A/C UNIT	-	-	-
<b>BRIDGES</b>			
TORREY PINES BRIDGE <sup>(6)</sup>	17,646,000	-	17,646,000
CAMINO DEL MAR OVER THE SAN DIEGUITO RIVER BRIDGE REHABILITATION ANALYSIS	209,844	-	209,844
<b>STUDIES &amp; OTHER PROJECTS</b>			
SHORES ADMIN ENVIRONMENTAL ASSESSMENT	-	-	-
<b>TOTAL ANNUAL &amp; MAJOR UPGRADES</b>	<b>\$ 18,914,800</b>	<b>\$ -</b>	<b>\$ 18,914,800</b>

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

(2) ADA improvements associated with CDBG will be included in the Annual Street & Drainage Project.

(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) Future private donations are not reflected as City revenue and are not included herein.

FY 2012 Funds			FY 2013 Funds		
GENERAL	GRANTS	TOTAL	GENERAL	GRANTS	TOTAL
\$ 297,000	\$ -	\$ 297,000	\$ 330,000	\$ -	\$ 330,000
15,000	-	15,000	15,000	-	15,000
20,130	-	20,130	20,130	-	20,130
-	-	-	-	-	-
-	-	-	-	-	-
-	-	-	-	-	-
200,000	-	200,000	200,000	-	200,000
50,000	-	50,000	-	-	-
-	-	-	16,000	-	16,000
3,000,000	-	3,000,000	-	-	-
26,000	-	26,000	-	-	-
4,000	-	4,000	-	-	-
<b>\$ 3,612,130</b>	<b>\$ -</b>	<b>\$ 3,612,130</b>	<b>\$ 581,130</b>	<b>\$ -</b>	<b>\$ 581,130</b>

**GENERAL CIP FUND 40, FUND 42, FUND 44****FY 2012 ANNUAL STREET & DRAINAGE IMPROVEMENT****FY 2013 ANNUAL STREET & DRAINAGE IMPROVEMENT****40-6101****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 & Drainage Improvement** - The City completes the Annual Street and Drainage Improvement 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. In April 2011, City Council approved the merger of the Fiscal Year 2010-2011 Street and Drainage Improvement Project with the Fiscal Year 2011-2012 Street and Drainage Improvement Project in order to achieve cost and schedule efficiencies.

**Annual Storm Drain Mapping** - This project updates the mapping of the storm drain system into the City's Geographic Information System (GIS). Updated storm drain system maps are a requirement of the RWQCB NPDES Municipal Permit.

This project will reduce the impacts on the General Fund as streets are improved and maintenance is reduced.

<b>FUNDING SOURCE</b>	<b>FY 2012</b>	<b>FY 2013</b>
GENERAL FUND	\$152,000	\$152,000
FY 2011 CONTINUING APPROPRIATION (FUND 40)	49,541	-
TRANSNET FUNDS (FUND 44)	145,000	178,000
FY 2011 CONTINUING APPROPRIATION (FUND 44)	<u>167,000</u>	<u>-</u>
<b>TOTAL</b>	<b><u>\$513,541</u></b>	<b><u>\$330,000</u></b>

**GENERAL CIP FUND 40  
WEED ABATEMENT FOR CITY PROPERTIES**

**40-6123**

**PROJECT DESCRIPTION**

The Weed Abatement for City Properties is a new annual project that the City will complete each year as a continuing effort to meet requirements introduced by recent amendments to the Del Mar Municipal Code Chapter 11.12 relating to the Removal of Dangerous Rubbish and Weeds. This program involves the removal of weeds and overgrown vegetation on City properties on an annual basis. This project will have minimal impacts to the General Fund.

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<b>FUNDING SOURCE</b>	<b>FY 2012</b>	<b>FY 2013</b>
GENERAL FUND	<u>\$15,000</u>	<u>\$15,000</u>
TOTAL	<u>\$15,000</u>	<u>\$15,000</u>

**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 2010-2011 budget remains unexpended. It is projected that this project will have positive impacts to the General Fund by enhancing future revenue stream.

<b>FUNDING SOURCE</b>	<b>FY 2012</b>	<b>FY 2013</b>
FY 2011 CONTINUING APPROPRIATION	\$226,883	\$ -
GRANTS	-	-
<b>TOTAL</b>	<u>\$226,883</u>	<u>\$ -</u>

**PROJECT DESCRIPTION**

This project has been in process 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 is estimated at \$2,800,000 for the facility, including a sea wall, parking area improvements, beach access, restrooms and lifeguard facility. Jeff Katz Architecture has been awarded the contract for Design Development and final construction documents are expected to be completed in the summer of 2011. The Friends of the Powerhouse, Coastal Conservancy, and other grant funding sources are anticipated to assist in the funding of this project.

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<b>FUNDING SOURCE</b>	<b>FY 2012</b>	<b>FY 2013</b>
GENERAL FUND	\$ 200,000	\$ 200,000
GRANTS	<u>          -</u>	<u>          -</u>
TOTAL	<u>\$200,000</u>	<u>\$200,000</u>

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**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.

In Fiscal Year 2008-2009, project staff completed environmental documents and in Fiscal Year 2009-2010 construction plans and specifications were finalized. In October of 2010, the City Council awarded the project construction contract to Flatiron West, Inc. and by December 2010 construction was underway. The construction budgets are 100 percent FHWA and State funded. This project will have minimal impacts to the General Fund.

<b>FUNDING SOURCE</b>	<b>FY 2012</b>	<b>FY 2013</b>
GENERAL FUND (FUND 40)	\$ -	\$ -
FY 2011 CONTINUING APPROPRIATION	17,646,000	-
HBRR GRANT FUNDS (FUND 40)	2,655,900	-
STATE PROP 1B FUNDS	<u>344,100</u>	<u>-</u>
<b>TOTAL</b>	<b><u>\$20,646,000</u></b>	<b><u>\$ -</u></b>

**GENERAL CIP FUND 40**  
**TBD FACILITY CAPITAL NEEDS**

**40-6454**

PROJECT DESCRIPTION:

This budget item provides for funding of future undetermined maintenance efforts to be completed at any one of several City facilities. This project will have positive impacts to the General Fund by reducing repair costs.

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<b>FUNDING SOURCE</b>	<b>FY 2012</b>	<b>FY 2013</b>
GENERAL FUND	<u>\$ 50,000</u>	<u>\$ -</u>
TOTAL	<u>\$ 50,000</u>	<u>\$ -</u>

PROJECT DESCRIPTION

The project consists of the replacement of the existing air conditioning unit at the library. This project will positively impact the General Fund by reducing repair costs.

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<b>FUNDING SOURCE</b>	<b>FY 2012</b>	<b>FY 2013</b>
GENERAL FUND	\$ <u>      </u> -	<u>\$16,000</u>
TOTAL	\$ <u>      </u> -	<u>\$16,000</u>

**GENERAL CIP FUND 40  
SAN DIEGUITO DRIVE DRAINAGE IMPROVEMENT**

**40-6456**

**PROJECT DESCRIPTION:**

During Fiscal Year 2010-2011, the City was successful in obtaining two competitive grants from the County of San Diego Department of Environmental Health (DEH) for the purpose of reducing habitat for mosquitoes.

The San Dieguito Drive Drainage Improvement project is an effort to remove standing water along the south side of San Dieguito Drive approximately 300 feet east of Jimmy Durante Boulevard. This hillside generated groundwater encroaches on the roadway and is a breeding habitat for mosquitoes. The project includes installation of a drainage structure with paved ditches to catch groundwater runoff and connecting piping to existing storm drain facilities. The project incorporates debris grates at inlet faces and fossil filters.

This project will utilize the awarded County of San Diego DEH Vector Grant funds. It will enhance the City's infrastructure thereby reducing the impacts on to the General Fund through repairs.

<b>FUNDING SOURCE</b>	<b>FY 2012</b>	<b>FY 2013</b>
GENERAL FUND	\$ -	\$ -
FY 2011 CONTINUING APPROPRIATION (GRANT )	<u>100,020</u>	<u>-</u>
TOTAL	<u>\$100,020</u>	<u>\$ -</u>

**GENERAL CIP FUND 40****COURT ST. TO 28<sup>TH</sup> ST. DRAINAGE CHANNEL IMPROVEMENTS****40-6457****PROJECT DESCRIPTION:**

During Fiscal Year 2010-2011, the City was successful in obtaining two competitive grants from the County of San Diego Department of Environmental Health (DEH) for the purpose of reducing habitat for mosquitoes.

The Court Street to 28<sup>th</sup> Street Drainage Channel Improvements Project includes installation of piping and construction of manholes on City property north of the City Tennis Courts. The project also incorporates grading the drainage channel along the NCTD right of way and installing a subdrain to capture percolated nuisance water, while allowing higher flows to be conveyed on the surface in a cobble or rock lined channel. This project will require a supplemental environmental document. Debris filters will be incorporated at the northerly end of the channel prior to its entry into the San Dieguito River.

This project will utilize the awarded County of San Diego DEH Vector Grant funds. It will enhance the City's infrastructure thereby reducing the impacts on to the General Fund through repairs.

<b>FUNDING SOURCE</b>	<b>FY 2012</b>	<b>FY 2013</b>
GENERAL FUND	\$ -	\$ -
FY 2011 CONTINUING APPROPRIATION (GRANT )	<u>495,382</u>	<u>-</u>
TOTAL	<u>\$495,382</u>	<u>\$ -</u>

**PROJECT DESCRIPTION**

This project includes completion of an environmental assessment of the school administration building located on the east half of the Shores Property. The assessment will allow the City to determine the extent of any hazardous material abatement that may be required in order to allow future use of the facility. This project is projected to have impacts to the General Fund. The cost and funding will be determined at a future date.

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<b>FUNDING SOURCE</b>	<b>FY 2012</b>	<b>FY 2013</b>
GENERAL FUND	<u>\$4,000</u>	<u>\$ -</u>
TOTAL	<u>\$4,000</u>	<u>\$ -</u>

**GENERAL CIP FUND 40  
CDBG PROJECT - SIDEWALK**

**40-6525**

**PROJECT DESCRIPTION**

This project consists of installation of Americans with Disabilities Act compliant sidewalk ramps at various locations in the City. The project is completed in conjunction with the City's Annual Street Rehabilitation and Storm Drain Project. CDBG grant funds have been estimated based upon the most recent information provided by San Diego County, the grant administrator. This project will be maintained with the City's streets and sidewalks and will have minimal impacts to the General Fund.

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<b>FUNDING SOURCE</b>	<b>FY 2012</b>	<b>FY 2013</b>
GENERAL FUND	\$ -	\$ -
FY 2011 CONTINUING APPROPRIATION (CDBG)	20,130	-
CDBG GRANT	<u>21,000</u>	<u>21,000</u>
TOTAL	<u>\$41,130</u>	<u>\$21,000</u>

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

**40-6631**

**PROJECT DESCRIPTION**

This project involves a structural 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). Initial work confirms a need to do repair on the Bridge and grant applications through Caltran’s HBRR process have been approved by FHWA for the analysis at 88.53 percent Federal and State funding level, with an 11.47 percent local match. Staff will be issuing a request for proposals to complete the preliminary engineering on the maintenance and rehabilitation needs in Fiscal Year 2010-2011 and 2011-2012. Funds requested to remain as a Capital Project to fund future work related to future construction grant applications. This project will have minimal impacts to the General Fund.

<b>FUNDING SOURCE</b>	<b>FY 2012</b>	<b>FY 2013</b>
FY 2011 CONTINUING APPROPRIATION (FUND 40)	\$ 12,644	\$ -
TRANSNET II FUNDS (FUND 44)	26,000	-
FY 2011 CONTINUING APPROPRIATION (HBRR GRANT)	<u>197,200</u>	<u>-</u>
<b>TOTAL</b>	<b><u>\$235,844</u></b>	<b><u>\$ -</u></b>

**CITY OF DEL MAR  
FISCAL YEARS 2011-2012 AND 2012-2013  
EXPENDITURE DETAIL**

FUND: 40	GENERAL CAPITAL IMPROVEMENTS					
ACCOUNT	DESCRIPTION	ACTUAL 2008-2009	ACTUAL 2009-2010	AMENDED 2010-2011	ADOPTED 2011-2012	ADOPTED 2012-2013
	<b>CAPITAL IMPROVEMENT PROJECTS</b>					
40-6101-5900	ANNUAL STREET & DRAINAGE IMPROVEMENT	\$ -	\$ -	\$ 154,734	\$ 152,000	\$ 152,000
40-6105-5900	FY 2010 STREET & DRAINAGE	-	56,437	10,000	-	-
40-6111-5900	CDM STREETScape IMPROVEMENT 4TH STREET	322,028	33,022	-	-	-
40-6115-5900	25TH - 29TH PEDESTRIAN IMPROVEMENTS	14,728	-	-	-	-
40-6123-5900	WEED ABATEMENT FOR CITY PROPERTIES	-	-	-	15,000	15,000
40-6401-5900	NORTH HILLS UNDERGROUNDING DIST. #1	9,116	-	46,327	-	-
40-6402-5900	NORTH HILLS UNDERGROUNDING DIST. #2	5,851	-	-	-	-
40-6403-5900	NORTH HILLS UNDERGROUNDING DIST. #3	4,558	6,095	-	-	-
40-6403-5902	CITY-OWNED PARCEL UNDERGROUNDING COST	-	41,325	-	-	-
40-6404-5900	SUNSET UNDERGROUNDING DISTRICT	25,580	49,105	-	-	-
40-6411-5900	PUBLIC FACILITIES PLAN	98	-	229,862	-	-
40-6414-5900	UTILITY UNDERGROUNDING 20A	330	-	-	-	-
40-6415-5900	LIBRARY PARTIAL ROOF REPLACEMENT	71,108	-	-	-	-
40-6433-5900	17TH STREET END UPGRADE/BEACH SAFETY CENTER	31,499	-	918,102	200,000	200,000
40-6445-5900	TORREY PINES BRIDGE	1,381,013	264,612	18,862,870	3,000,000	-
40-6446-5900	TORREY PINES BRIDGE RECONST	164,193	33,893	-	-	-
40-6449-5900	DOWNTOWN STREETScape	-	100,149	-	-	-
40-6454-5900	FACILITY CAPITAL NEEDS	-	-	-	50,000	-
40-6455-5900	LIBRARY A/C UNIT	-	-	-	-	16,000
40-6458-5900	SHORES ADMIN ENVIRONMENTAL ASSESSMENT	-	-	-	4,000	-
40-6509-5900	2008/09 STREET RESURFACING	201,362	-	-	-	-
40-6525-5900	CDBG PROJECT - SIDEWALK	-	35,000	9,340	20,130	20,130
40-6620-5900	HILLSIDE TRAFFIC IMPROVEMENT/CREST CHICANES	36,790	-	-	-	-
40-6621-5900	TRAFFIC MANAGEMENT PLAN	19,079	44,885	-	-	-
40-6627-5900	MEDIAN IRRIGATION SYSTEM REPLACEMENT	-	-	8,605	-	-
40-6630-5900	CDM BRIDGE OVER SAN DIEGUITO - LOCAL	4,088	356	12,644	-	-
40-6631-5900	CDM BRIDGE OVER SAN DIEGUITO - FEDERAL	-	-	-	-	-
40-6617-5900	WAYSIDE HORN	-	-	17,548	-	-
40-6456-5900	SAN DIEGUITO DRIVE DRAINAGE IMPROVEMENT	-	-	100,020	-	-
40-6457-5900	COURT ST. TO 28TH ST. DRAINAGE CHANNEL IMPS.	-	-	495,382	-	-
	<b>TOTAL GENERAL CAPITAL IMPROVEMENT PROJECTS</b>	<b>\$ 2,291,421</b>	<b>\$ 664,879</b>	<b>\$ 20,865,434</b>	<b>\$ 3,441,130</b>	<b>\$ 403,130</b>

**CITY OF DEL MAR  
FISCAL YEARS 2011-2012 AND 2012-2013  
EXPENDITURE DETAIL**

<b>FUND: 42</b>						
<b>PROP 42 (TRAFFIC CONGESTION RELIEF)</b>						
<b>ACCOUNT</b>	<b>DESCRIPTION</b>	<b>ACTUAL 2008-2009</b>	<b>ACTUAL 2009-2010</b>	<b>AMENDED 2010-2011</b>	<b>ADOPTED 2011-2012</b>	<b>ADOPTED 2012-2013</b>
	<b>CAPITAL IMPROVEMENT PROJECTS</b>					
42-6509-5900	2008/09 ANNUAL STREET RESURFACING	\$ 35,000	\$ -	\$ -	\$ -	\$ -
42-6510-5900	2009/10 ANNUAL STREET RESURFACING	-	45,495	-	-	-
<b>TOTAL PROP 42 CAPITAL IMPROVEMENT PROJECTS</b>		<b>\$ 35,000</b>	<b>\$ 45,495</b>	<b>\$ -</b>	<b>\$ 65</b>	<b>\$ 65</b>

<b>FUND: 44</b>						
<b>TRANSNET II</b>						
<b>ACCOUNT</b>	<b>DESCRIPTION</b>	<b>ACTUAL 2008-2009</b>	<b>ACTUAL 2009-2010</b>	<b>AMENDED 2010-2011</b>	<b>ADOPTED 2011-2012</b>	<b>ADOPTED 2012-2013</b>
	<b>CAPITAL IMPROVEMENT PROJECTS</b>					
44-6101-5900	ANNUAL STREET RESURFACING & DRAINAGE	\$ -	\$ -	\$ -	\$ 145,000	\$ 53,000
44-6121-5900	LOCAL MATCH TO BRIDGE RETROFIT PROJECTS	-	-	-	26,000	-
44-6124-5900	PEDESTRIAN IMPROVEMENTS - VIA DE LA VALLE TO NORTH BEACH	-	-	-	-	125,000
44-6510-5900	2009/10 ANNUAL STREET RESURFACING	-	162,726	-	-	-
44-6511-5900	2010/11 ANNUAL STREET RESURFACING	-	-	160,000	-	-
44-6445-5900	TORREY PINES BRIDGE RECONSTRUCTION	181,060	-	-	-	-
44-6460-5900	DOWNTOWN STREETScape - ARRA FUNDED	-	149,000	-	-	-
<b>TOTAL TRANSNET II CAPITAL IMPROVEMENT PROJECTS</b>		<b>\$ 181,060</b>	<b>\$ 311,726</b>	<b>\$ 160,000</b>	<b>\$ 171,000</b>	<b>\$ 178,000</b>

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**CAPITAL IMPROVEMENT  
PROGRAM  
FIVE YEAR PLAN**

**CITY OF DEL MAR  
FISCAL YEARS 2011-2012 & 2012-2013  
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>2011-2012</b>	<b>2012-2013</b>
<b>ANNUAL STREET AND DRAINAGE PROGRAMS TOTAL</b>		
ANNUAL STREET & DRAINAGE IMPROVEMENT <sup>(1)(3)</sup>	\$297,000	\$330,000
WEED ABATEMENT FOR CITY PROPERTIES	15,000	15,000
CDBG PROJECT - SIDEWALK <sup>(2)</sup>	20,130	20,130
COURT ST. TO 28TH ST. DRAINAGE CHANNEL IMPROVEMENTS	0	0
SAN DIEGUITO DRIVE DRAINAGE IMPROVEMENT	0	0
<b>PUBLIC FACILITIES</b>		
PUBLIC FACILITIES PLAN <sup>(4)</sup>	0	0
17TH ST END UPGRADE/BEACH SAFETY CENTER <sup>(5)(7)</sup>	200,000	200,000
TBD FACILITY CAPITAL NEEDS	50,000	0
LIBRARY A/C UNIT	0	16,000
<b>BRIDGES</b>		
TORREY PINES BRIDGE <sup>(6)</sup>	3,000,000	0
CDM BRIDGE OVER SAN DIEGUITO	26,000	0
<b>STUDIES &amp; OTHER PROJECTS</b>		
SHORES ADMIN ENVIRONMENTAL ASSESSMENT	4,000	0
<b>TOTAL</b>	<b>\$3,612,130</b>	<b>\$581,130</b>

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

(2) ADA improvements associated with CDBG will be included in the Annual Street & Drainage Project.

(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 the 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) Future private donations are not reflected as City revenue and are not included herein.

Future Budget Years			5 Year Total
2013-2014	2014-2015	2015-2016	
\$152,000	\$152,000	\$152,000	\$1,083,000
15,000	15,000	15,000	75,000
21,000	21,000	21,000	103,260
0	0	0	0
0	0	0	0
0	0	0	0
0	0	0	400,000
0	0	0	50,000
0	0	0	16,000
0	0	0	3,000,000
0	0	2,000,000	2,026,000
0	0	0	4,000
<b>\$188,000</b>	<b>\$188,000</b>	<b>\$2,188,000</b>	<b>\$6,757,260</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 2008-2009</b>	<b>ACTUAL 2009-2010</b>	<b>AMENDED 2010-2011</b>	<b>ADOPTED 2011-2012</b>	<b>ADOPTED 2012-2013</b>	
Employee Services	\$ -	\$ -	\$ -	\$ -	\$ -	
Maintenance & Operations	243,028	290,550	165,274	158,273	158,273	(1)
Contractual Services	19,155	20,129	20,588	24,000	24,000	(2)
Capital Outlay	-	-	-	-	-	
<b>GRAND TOTAL</b>	<b>\$ 262,183</b>	<b>\$ 310,679</b>	<b>\$ 185,862</b>	<b>\$ 182,273</b>	<b>\$ 182,273</b>	
<b>POSITIONS (FTE)</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 Years 2008-2009 and 2009-2010 reflect two large claims.

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

**CITY OF DEL MAR  
FISCAL YEARS 2011-2012 AND 2012-2013  
EXPENDITURE DETAIL**

FUND: 50		WORKERS' COMPENSATION				
ACCOUNT	DESCRIPTION	ACTUAL 2008-2009	ACTUAL 2009-2010	AMENDED 2010-2011	ADOPTED 2011-2012	ADOPTED 2012-2013
	<b>WORKERS' COMPENSATION</b>					
50-5890-3205	INVESTMENT FEES	-	237	-	-	-
50-5420-4000	INSURANCE	54,670	55,839	60,274	58,273	58,273
50-5420-4300	CLAIMS	188,358	234,474	105,000	100,000	100,000
	<b>MAINTENANCE &amp; OPERATIONS</b>	<b>243,028</b>	<b>290,550</b>	<b>165,274</b>	<b>158,273</b>	<b>158,273</b>
50-5420-3200	<b>CONTRACT SERVICES</b>	<b>19,155</b>	<b>20,129</b>	<b>20,588</b>	<b>24,000</b>	<b>24,000</b>
	<b>WORKERS' COMPENSATION</b>	<b>262,183</b>	<b>310,679</b>	<b>185,862</b>	<b>182,273</b>	<b>182,273</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 1870), 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.

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# **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 2008-2009</b>	<b>ACTUAL 2009-2010</b>	<b>AMENDED 2010-2011</b>	<b>ADOPTED 2011-2012</b>	<b>ADOPTED 2012-2013</b>
Employee Services	\$ -	\$ -	\$ -	\$ -	\$ -
Maintenance & Operations	32,252	30,656	39,249	43,846	49,523 (1)
Contractual Services	-	-	-	-	-
Debt Service	-	-	-	-	-
Capital Outlay	-	-	-	-	-
<b>GRAND TOTAL</b>	<b>\$ 32,252</b>	<b>\$ 30,656</b>	<b>\$ 39,249</b>	<b>\$ 43,846</b>	<b>\$ 49,523</b>
<b>POSITIONS (FTE)</b>	-	-	-	-	-

(1) 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. Premiums are expected to increase for Fiscal Years 2011-2012 and 2012-2013.

**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 2008-2009</b>	<b>ACTUAL 2009-2010</b>	<b>AMENDED 2010-2011</b>	<b>ADOPTED 2011-2012</b>	<b>ADOPTED 2012-2013</b>	
Employee Services	\$ 195,405	\$ 208,382	\$ 243,543	\$ 248,759	\$ 252,204	(1)
Maintenance & Operations	545,586	628,650	648,048	642,805	648,403	(2)
Contractual Services	113,631	72,572	38,528	46,675	42,006	(3)
Debt Service	-	-	-	-	-	
Capital Outlay	-	-	-	-	-	
<b>GRAND TOTAL</b>	<b>\$ 854,622</b>	<b>\$ 909,604</b>	<b>\$ 930,119</b>	<b>\$ 938,239</b>	<b>\$ 942,613</b>	
<b>POSITIONS (FTE)</b>	<b>2.03</b>	<b>2.13</b>	<b>2.21</b>	<b>2.21</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 and human resources.
- (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.
- (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.

**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.

	<b>ACTUAL 2008-2009</b>	<b>ACTUAL 2009-2010</b>	<b>AMENDED 2010-2011</b>	<b>ADOPTED 2011-2012</b>	<b>ADOPTED 2012-2013</b>
Employee Services	\$ -	\$ -	\$ -	\$ -	\$ -
Maintenance & Operations	1,013	180	2,071	2,071	2,071 (1)
Contractual Services	-	-	-	-	-
Debt Service	-	-	-	-	-
Capital Outlay	-	-	-	-	-
<b>GRAND TOTAL</b>	<b>\$ 1,013</b>	<b>\$ 180</b>	<b>\$ 2,071</b>	<b>\$ 2,071</b>	<b>\$ 2,071</b>
<b>POSITIONS (FTE)</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. Pass through charges are not reflected in the budget amounts.

	<b>ACTUAL 2008-2009</b>	<b>ACTUAL 2009-2010</b>	<b>AMENDED 2010-2011</b>	<b>ADOPTED 2011-2012</b>	<b>ADOPTED 2012-2013</b>
Employee Services	\$ -	\$ -	\$ -	\$ -	\$ -
Maintenance & Operations	-	-	-	-	-
Contractual Services	794,614	897,506	932,310	1,100,000	1,200,000 (1)
Debt Service	-	-	-	-	-
Capital Outlay	-	-	-	-	-
<b>GRAND TOTAL</b>	<b>\$ 794,614</b>	<b>\$ 897,506</b>	<b>\$ 932,310</b>	<b>\$ 1,100,000</b>	<b>\$ 1,200,000</b>
<b>POSITIONS (FTE)</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.

**PROGRAM: WATER TREATMENT/DELIVERY****ACCT #51-5851**

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 2008-2009</b>	<b>ACTUAL 2009-2010</b>	<b>AMENDED 2010-2011</b>	<b>ADOPTED 2011-2012</b>	<b>ADOPTED 2012-2013</b>
Employee Services	\$ -	\$ -	\$ -	\$ -	\$ -
Maintenance & Operations	-	-	-	-	-
Contractual Services	140,857	173,970	185,000	173,000	185,000 (1)
Debt Service	-	-	-	-	-
Capital Outlay	-	-	-	-	-
<b>GRAND TOTAL</b>	<b>\$ 140,857</b>	<b>\$ 173,970</b>	<b>\$ 185,000</b>	<b>\$ 173,000</b>	<b>\$ 185,000</b>
<b>POSITIONS (FTE)</b>	-	-	-	-	-

**PROGRAM: WATER DISTRIBUTION****ACCT #51-5852**

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, and overhauls Cla-Vals (capacity and pressure regulating valves).

	<b>ACTUAL 2008-2009</b>	<b>ACTUAL 2009-2010</b>	<b>AMENDED 2010-2011</b>	<b>ADOPTED 2011-2012</b>	<b>ADOPTED 2012-2013</b>
Employee Services	\$ 245,632	\$ 252,409	\$ 256,196	\$ 261,414	\$ 265,851
Maintenance & Operations	36,508	47,511	54,934	36,890	36,890
Contractual Services	16,968	11,826	22,568	22,568	22,568 (1)
Debt Service	-	-	-	-	-
Capital Outlay	9,198	-	-	-	10,150
<b>GRAND TOTAL</b>	<b>\$ 308,306</b>	<b>\$ 311,746</b>	<b>\$ 333,698</b>	<b>\$ 320,872</b>	<b>\$ 335,459</b>
<b>POSITIONS (FTE)</b>	<b>3.04</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 provides for debt service for a water revenue bond and Certificates of Participation issued for major water system improvements and upgrades.

	<b>ACTUAL 2008-2009</b>	<b>ACTUAL 2009-2010</b>	<b>AMENDED 2010-2011</b>	<b>ADOPTED 2011-2012</b>	<b>ADOPTED 2012-2013</b>	
Employee Services	\$ -	\$ -	\$ -	\$ -	\$ -	
Maintenance & Operations	-	-	-	-	-	
Contractual Services	-	-	-	-	-	
Debt Service	5,411	1,557	1,613	-	-	(1)
Capital Outlay	-	-	-	-	-	
<b>GRAND TOTAL</b>	<b>\$ 5,411</b>	<b>\$ 1,557</b>	<b>\$ 1,613</b>	<b>\$ -</b>	<b>\$ -</b>	
<b>POSITIONS (FTE)</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 2011-2012 AND 2012-2013  
EXPENDITURE DETAIL**

FUND: 51	WATER					
ACCOUNT	DESCRIPTION	ACTUAL 2008-2009	ACTUAL 2009-2010	AMENDED 2010-2011	ADOPTED 2011-2012	ADOPTED 2012-2013
	<b><u>RISK MANAGEMENT</u></b>					
51-5411-4000	INSURANCE	31,829	30,656	33,249	37,846	43,523
51-5411-4300	CLAIMS	42	-	5,000	5,000	5,000
51-5411-4400	CLAIMS ADMIN/LITIGATION	381	-	1,000	1,000	1,000
	<b>MAINTENANCE &amp; OPERATIONS</b>	<b>32,252</b>	<b>30,656</b>	<b>39,249</b>	<b>43,846</b>	<b>49,523</b>
	<b>RISK MANAGEMENT</b>	<b>32,252</b>	<b>30,656</b>	<b>39,249</b>	<b>43,846</b>	<b>49,523</b>
	<b><u>PUBLIC WORKS GENERAL &amp; ADMINISTRATION</u></b>					
51-5840-1000	SALARIES - PERMANENT	142,243	153,759	174,675	174,675	174,675
51-5840-1200	EMPLOYEE BENEFITS	48,679	53,302	63,953	69,244	72,690
51-5840-1205	WORKERS' COMPENSATION	4,136	1,074	3,807	3,840	3,840
51-5840-1300	SALARIES - SEASONAL	-	-	-	-	-
51-5840-1400	OVERTIME	347	247	1,000	1,000	1,000
51-5840-1803	OUTSIDE CLERICAL	-	-	108	-	-
	<b>EMPLOYEE SERVICES</b>	<b>195,405</b>	<b>208,382</b>	<b>243,543</b>	<b>248,759</b>	<b>252,204</b>
51-5840-2100	EQUIP/RADIO MAINT & REPAIR	700	675	750	750	750
51-5840-2300	OPERATING SUPPLIES	3,618	(2,094)	3,150	3,150	3,150
51-5840-2320	POSTAGE	2,469	3,427	7,913	3,500	3,500
51-5840-2360	COMPUTER SOFTWARE	13,536	-	-	-	-
51-5840-2400	UNIFORMS	109	102	480	480	480
51-5840-2600	SMALL TOOLS & EQUIPMENT	153	-	-	-	-
51-5840-3000	ADVERTISING & PRINTING	1,528	2,410	6,872	3,000	3,000
51-5840-3205	INVESTMENT FEES	-	406	-	-	-
51-5840-3300	UTILITIES	2,668	2,687	2,197	2,197	2,197
51-5840-3400	TELEPHONE	1,680	1,663	4,305	2,000	2,000
51-5840-3600	PROPERTY/EQUIPMENT RENTAL	1,426	1,433	5,148	2,000	2,000
51-5840-3700	MEMBERSHIPS & SUBSCRIPTIONS	622	1,166	1,050	1,200	1,200
51-5840-3800	MEETINGS & TRAVEL	195	205	1,260	600	600
51-5840-3801	TRAINING	647	571	1,260	1,260	1,260
51-5840-3900	AUTO ALLOWANCE	384	720	720	720	720
51-5840-4200	ADMINISTRATIVE CHARGE	193,082	259,848	265,045	272,996	281,186
51-5840-4800	ASSESSMENTS	13,113	17,184	14,000	14,000	14,000
51-5840-4950	BAD DEPT EXPENSE	-	1,682	-	-	-
51-5840-5800	DEPRECIATION	309,656	336,565	333,898	334,952	332,360
	<b>MAINTENANCE &amp; OPERATIONS</b>	<b>545,586</b>	<b>628,650</b>	<b>648,048</b>	<b>642,805</b>	<b>648,403</b>
51-5840-3200	CONTRACTUAL SERVICES	113,631	72,572	38,528	46,675	42,006
51-5840-3204	COLLECTION COST	-	-	-	-	-
51-5840-3210	CITY ENGINEER	-	-	-	-	-
	<b>CONTRACTUAL SERVICES</b>	<b>113,631</b>	<b>72,572</b>	<b>38,528</b>	<b>46,675</b>	<b>42,006</b>
	<b>PUBLIC WORKS GENERAL &amp; ADMIN</b>	<b>854,622</b>	<b>909,604</b>	<b>930,119</b>	<b>938,239</b>	<b>942,613</b>
	<b><u>WATER CONSERVATION</u></b>					
51-5843-2300	OPERATING SUPPLIES	1,013	180	2,071	2,071	2,071
	<b>MAINTENANCE &amp; OPERATIONS</b>	<b>1,013</b>	<b>180</b>	<b>2,071</b>	<b>2,071</b>	<b>2,071</b>
	<b>WATER CONSERVATION</b>	<b>1,013</b>	<b>180</b>	<b>2,071</b>	<b>2,071</b>	<b>2,071</b>
	<b><u>RAW WATER SUPPLY</u></b>					
51-5850-3200	CONTRACTUAL SERVICES	794,614	897,506	932,310	1,100,000	1,200,000
	<b>CONTRACTUAL SERVICES</b>	<b>794,614</b>	<b>897,506</b>	<b>932,310</b>	<b>1,100,000</b>	<b>1,200,000</b>
	<b>RAW WATER SUPPLY</b>	<b>794,614</b>	<b>897,506</b>	<b>932,310</b>	<b>1,100,000</b>	<b>1,200,000</b>
	<b><u>WATER TREATMENT/DELIVERY</u></b>					
51-5851-3200	CONTRACTUAL SERVICES	140,857	173,970	185,000	173,000	185,000
	<b>WATER TREATMENT/DELIVERY</b>	<b>140,857</b>	<b>173,970</b>	<b>185,000</b>	<b>173,000</b>	<b>185,000</b>

**CITY OF DEL MAR  
FISCAL YEARS 2011-2012 AND 2012-2013  
EXPENDITURE DETAIL**

FUND: 51		WATER				
ACCOUNT	DESCRIPTION	ACTUAL 2008-2009	ACTUAL 2009-2010	AMENDED 2010-2011	ADOPTED 2011-2012	ADOPTED 2012-2013
	<b>WATER DISTRIBUTION</b>					
51-5852-1000	SALARIES - PERMANENT	166,700	177,625	173,067	173,067	173,067
51-5852-1200	EMPLOYEE BENEFITS	64,011	68,759	71,654	77,080	81,517
51-5852-1205	WORKERS' COMPENSATION	13,513	3,572	9,275	9,267	9,267
51-5852-1400	OVERTIME	1,408	2,453	2,200	2,000	2,000
	<b>EMPLOYEE SERVICES</b>	<b>245,632</b>	<b>252,409</b>	<b>256,196</b>	<b>261,414</b>	<b>265,851</b>
51-5852-2000	BUILDING MAINT & REPAIR	241	-	1,100	1,100	1,100
51-5852-2010	SYSTEM MAINT & REPAIR	16,577	21,674	29,244	10,000	10,000
51-5852-2100	EQUIP/RADIO MAINT & REPAIR	121	352	500	500	500
51-5852-2131	VEHICLE MATERIALS & SUPPLIES	1,558	598	2,100	2,100	2,100
51-5852-2133	VEHICLE CONTRACTUAL SERVICES	2,083	3,205	3,150	3,150	3,150
51-5852-2200	GENERAL MAINT & REPAIR		(978)		700	700
51-5852-2300	OPERATING SUPPLIES	1,988	8,614	2,100	3,000	3,000
51-5852-2400	UNIFORMS	1,162	1,195	1,700	1,700	1,700
51-5852-2600	SMALL TOOLS & EQUIPMENT	1,516	814	2,300	1,000	1,000
51-5852-2800	GAS & OIL	6,674	7,279	7,200	7,200	7,200
51-5852-3300	UTILITIES	1,551	1,501	2,100	2,100	2,100
51-5852-3400	TELEPHONE	2,328	3,097	2,600	3,500	3,500
51-5852-3600	PROPERTY/EQUIPMENT RENTAL	-	-	315	315	315
51-5852-3800	MEETINGS & TRAVEL	709	160	525	525	525
	<b>MAINTENANCE &amp; OPERATIONS</b>	<b>36,508</b>	<b>47,511</b>	<b>54,934</b>	<b>36,890</b>	<b>36,890</b>
51-5852-3200	<b>CONTRACTUAL SERVICES</b>	<b>16,968</b>	<b>11,826</b>	<b>22,568</b>	<b>22,568</b>	<b>22,568</b>
51-5852-5200	BUILDING IMPROVEMENT	-	-	-	-	-
51-5852-5300	MACHINERY & EQUIPMENT	(3,480)	-	-	-	-
51-5852-5500	VEHICLES	12,678	-	-	-	10,150
	<b>CAPITAL OUTLAY</b>	<b>9,198</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>10,150</b>
	<b>WATER DISTRIBUTION</b>	<b>308,306</b>	<b>311,746</b>	<b>333,698</b>	<b>320,872</b>	<b>335,459</b>
	<b>DEBT SERVICE</b>					
51-5900-4500	DEBT INTEREST	1,954	113	87	-	-
51-5900-4600	DEBT PRINCIPAL	(73)	1,444	1,526	-	-
51-5900-4610	AMORTIZATION EXPENSE	829	-	-	-	-
51-5900-4700	BOND SERVICE	2,701	-	-	-	-
	<b>DEBT SERVICE</b>	<b>5,411</b>	<b>1,557</b>	<b>1,613</b>	<b>-</b>	<b>-</b>

# **WATER CAPITAL PROJECTS**

CITY OF DEL MAR  
 FISCAL YEAR 2011-2012 AND 2012-2013  
 CAPITAL IMPROVEMENT PROGRAM  
 WATER FUND

<b>FUND: 51 WATER FUND</b>			
<b>PROJECT TITLE</b>	<b>Estimated Unexp. FY 2011 Funds</b>	<b>FY 2012 Funds</b>	<b>FY 2013 Funds</b>
ANNUAL WATER PROGRAM <sup>(1)</sup>	\$ -	\$ 30,000	\$ 120,000
WATER SYSTEM TELEMTRY	20,000	-	30,000
<b>SUBTOTAL</b>	<b>20,000</b>	<b>30,000</b>	<b>150,000</b>
ZUNI RESERVOIR ROOF EVALUATION AND REPLACEMENT	-	150,000	450,000
WATER PROPERTY UNDERGROUNDING	-	-	-
PUBLIC WORKS ROOF	-	12,500	-
<b>SUBTOTAL</b>	<b>-</b>	<b>162,500</b>	<b>450,000</b>
<b>Total</b>	<b>\$ 20,000</b>	<b>\$ 192,500</b>	<b>\$ 600,000</b>

(1) Bi-annual water program includes City Engineering (Water) and Biennial Water System Maintenance Improvements.

**WATER FUND 51  
 FY 2012 ANNUAL WATER PROGRAM  
 FY 2013 ANNUAL WATER PROGRAM**

**51-6511**

**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.

**Annual Water System Improvements** - The City's water system is in good general condition and the focus in the next two years will be on the replacement of malfunctioning water valves and system redundancy improvements.

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<b>FUNDING SOURCE</b>	<b>FY 2012</b>	<b>FY 2013</b>
WATER FUND	<u>\$ 30,000</u>	<u>\$ 120,000</u>
TOTAL	<u>\$ 30,000</u>	<u>\$ 120,000</u>

**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 completed to the system including upgrades to the City's seismic monitoring system on two of its existing reservoirs. The Fiscal Year 2011-2012 budget will address ongoing operational issues and serve as available funding to address unforeseen issues that may arise.

<b>FUNDING SOURCE</b>	<b>FY 2012</b>	<b>FY 2013</b>
WATER FUND	\$ -	\$ 30,000
FY 2011 CONTINUING APPROPRIATION	<u>20,000</u>	<u>-</u>
<b>TOTAL</b>	<u><b>\$20,000</b></u>	<u><b>\$ 30,000</b></u>

**WATER CIP FUND 51****ZUNI RESERVOIR ROOF EVALUATION AND REPLACEMENT****51-6851****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. The current estimated construction cost is \$900,000.

This project will utilize Water CIP Reserve funds.

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<b>FUNDING SOURCE</b>	<b>FY 2012</b>	<b>FY 2013</b>
WATER FUND	<u>\$150,000</u>	<u>\$450,000</u>
TOTAL	<u>\$150,000</u>	<u>\$450,000</u>

**WATER CIP FUND 51  
PUBLIC WORKS ROOF**

**51-6853**

**PROJECT DESCRIPTION:**

This budget item provides the Water Fund's proportionate share of costs associated with the roof repair of the only remaining portion of the Public Works facility (the western storage warehouse) that has not been completed in recent years.

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<b>FUNDING SOURCE</b>	<b>FY 2012</b>	<b>FY 2013</b>
WATER FUND	<u>\$12,500</u>	<u>\$ -</u>
TOTAL	<u>\$12,500</u>	<u>\$ -</u>

**CITY OF DEL MAR  
FISCAL YEARS 2011-2012 AND 2012-2013  
EXPENDITURE DETAIL**

FUND: 51	WATER					
ACCOUNT	DESCRIPTION	ACTUAL 2008-2009	ACTUAL 2009-2010	AMENDED 2010-2011	ADOPTED 2011-2012	ADOPTED 2012-2013
	<b><u>CAPITAL IMPROVEMENT PROJECTS</u></b>					
51-6511-5900	ANNUAL WATER PROGRAM	-	-	-	30,000	120,000
51-6809-5900	BI-ANNUAL WATER IMPROVEMENTS	232,156	-	-	-	-
51-6810-5900	BI-ANNUAL WATER IMPROVEMENTS	-	13,575	-	-	-
51-6811-5900	BI-ANNUAL WATER IMPROVEMENTS	-	-	139,425	-	-
51-6816-5900	TELEMETRY SYSTEM	7,051	2,423	43,437	-	30,000
51-6841-5900	11TH ST RESERVOIR ROOF EVAL/REPLACE	351,680	2,880	-	-	-
51-6842-5900	CREST AND TORREY PINES ROOF REPLACE	44	102,764	180,330	-	-
51-6851-5900	ZUNI ROOF REPLACEMENT	-	22	499,978	150,000	450,000
51-6852-5900	UNDERGROUNDING WATER DEPT. PARCELS	-	-	100,000	-	-
51-6853-5900	PUBLIC WORKS ROOF REPAIR	-	12,677	-	12,500	-
	<b>CAPITAL IMPROVEMENT PROJECTS</b>	<b>590,931</b>	<b>134,341</b>	<b>963,170</b>	<b>192,500</b>	<b>600,000</b>

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# **WATER CAPITAL PROJECTS FIVE YEAR PLAN**

**CITY OF DEL MAR  
FISCAL YEARS 2011-2012 & 2012-2013  
CAPITAL IMPROVEMENTS PROGRAM  
FIVE YEAR PLAN  
WATER FUND**

<b>FUND: 51 WATER FUND</b>		
<b>PROJECT TITLE</b>	<b>Current Budget Years</b>	
	<b>2011-2012</b>	<b>2012-2013</b>
<b>ANNUAL CAPITAL PROGRAM</b>		
ANNUAL WATER PROGRAM <sup>(1)</sup>	\$ 30,000	\$ 120,000
WATER SYSTEM TELEMETRY	-	30,000
<b>SUBTOTAL</b>	<b>30,000</b>	<b>150,000</b>
<b>MAJOR SYSTEM UPGRADES</b>		
ZUNI RESERVIOR ROOF EVALUATION AND REPLACEMENT	150,000	450,000
WATER PROPERTY UNDERGROUNDING	-	-
PUBLIC WORKS ROOF	12,500	-
<b>SUBTOTAL</b>	<b>162,500</b>	<b>450,000</b>
<b>TOTAL</b>	<b>\$ 192,500</b>	<b>\$ 600,000</b>

(1) Bi-annual water program includes City Engineering (Water) and Biennial Water Improvements System Maintenance.

Future Budget Years				5 Year Total
2013-2014	2014-2015	2015-2016		
\$ 30,000 -	\$ 120,000 30,000	\$ 30,000 -	\$ 330,000 60,000	
<b>30,000</b>	<b>150,000</b>	<b>30,000</b>	<b>390,000</b>	
300,000 - -	- - -	- - -	900,000 - 12,500	
<b>300,000</b>	-	-	<b>912,500</b>	
<b>\$ 330,000</b>	<b>\$ 150,000</b>	<b>\$ 30,000</b>	<b>\$ 1,302,500</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 2008-2009</b>	<b>ACTUAL 2009-2010</b>	<b>AMENDED 2010-2011</b>	<b>ADOPTED 2011-2012</b>	<b>ADOPTED 2012-2013</b>	
Employee Services	\$ -	\$ -	\$ -	\$ -	\$ -	
Maintenance & Operations	-	-	-	-	-	
Contractual Services	80,981	65,658	82,200	-	-	(1)
Debt Service	-	-	-	-	-	
Capital Outlay	-	-	-	-	-	
<b>GRAND TOTAL</b>	<b>\$ 80,981</b>	<b>\$ 65,658</b>	<b>\$ 82,200</b>	<b>\$ -</b>	<b>\$ -</b>	
<b>POSITIONS (FTE)</b>	-	-	-	-	-	

(1) For Fiscal Years 2011-2012 and 2012-2013 funds were transferred to the Clean Water Program Management Account.

**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 2008-2009</b>	<b>ACTUAL 2009-2010</b>	<b>AMENDED 2010-2011</b>	<b>ADOPTED 2011-2012</b>	<b>ADOPTED 2012-2013</b>	
Employee Services	\$ 24,106	\$ 17,750	\$ 31,868	\$ 44,761	\$ 45,277	(1)
Maintenance & Operations	-	-	-	-	-	
Contractual Services	-	12,478	-	-	-	
Debt Service	-	-	-	-	-	
Capital Outlay	-	-	-	-	-	
<b>GRAND TOTAL</b>	<b>\$ 24,106</b>	<b>\$ 30,228</b>	<b>\$ 31,868</b>	<b>\$ 44,761</b>	<b>\$ 45,277</b>	
<b>POSITIONS (FTE)</b>	-	-	-	-	-	(1)

(1) For purposes of review of projects and permitting and construction monitoring, 15 percent of the Planning Director's time and four percent of the time for four 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 2008-2009</b>	<b>ACTUAL 2009-2010</b>	<b>AMENDED 2010-2011</b>	<b>ADOPTED 2011-2012</b>	<b>ADOPTED 2012-2013</b>	
Employee Services	\$ 21,165	\$ 23,736	\$ 29,581	\$ 22,918	\$ 23,290	(1)
Maintenance & Operations	-	349	150	150	150	
Contractual Services	-	-	-	-	-	
Debt Service	-	-	-	-	-	
Capital Outlay	-	-	-	-	-	
<b>GRAND TOTAL</b>	<b>\$ 21,165</b>	<b>\$ 24,085</b>	<b>\$ 29,731</b>	<b>\$ 23,068</b>	<b>\$ 23,440</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) Twenty-five percent of the City's full-time code enforcement officer is charged to this program to comply with the requirements for active code enforcement. The vacant part-time code enforcement technician/clerk is unfunded.

**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 2008-2009</b>	<b>ACTUAL 2009-2010</b>	<b>AMENDED 2010-2011</b>	<b>ADOPTED 2011-2012</b>	<b>ADOPTED 2012-2013</b>	
Employee Services	\$ 139,207	\$ 139,803	\$ 150,640	\$ 157,700	\$ 159,463	(1)
Maintenance & Operations	29,836	23,247	29,740	44,025	44,913	(2)
Contractual Services	8,770	14,699	12,500	36,250	36,650	(3)
Debt Service	-	-	-	-	-	
Capital Outlay	-	-	-	-	-	
<b>GRAND TOTAL</b>	<b>\$ 177,813</b>	<b>\$ 177,749</b>	<b>\$ 192,880</b>	<b>\$ 237,975</b>	<b>\$ 241,025</b>	
<b>POSITIONS (FTE)</b>	<b>1.00</b>	<b>1.00</b>	<b>1.00</b>	<b>1.00</b>	<b>1.00</b>	

- (1) The Clean Water Manager position is funded by this account but is temporarily vacant. The position's duties are being performed by contractual services in the interim.
- (2) Maintenance and Operations fees include Assessments from outside agencies, including the State of California, permit fees, in addition to general monitoring costs.
- (3) Contractual service costs under program management include programmatic implementation contracts which are not a part of engineering services. These costs include new 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 2008-2009</b>	<b>ACTUAL 2009-2010</b>	<b>AMENDED 2010-2011</b>	<b>ADOPTED 2011-2012</b>	<b>ADOPTED 2012-2013</b>
Employee Services	\$ 16,571	\$ 15,211	\$ 14,230	\$ 14,514	\$ 14,705
Maintenance & Operations	2,316	3,547	835	2,681	2,681
Contractual Services	1,374	1,497	1,790	2,000	6,047
Debt Service	-	-	-	-	-
Capital Outlay	352	-	-	-	-
<b>GRAND TOTAL</b>	<b>\$ 20,613</b>	<b>\$ 20,255</b>	<b>\$ 16,855</b>	<b>\$ 19,195</b>	<b>\$ 23,433</b>
<b>POSITIONS (FTE)</b>	<b>0.10</b>	<b>0.12</b>	<b>0.12</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 operated.

	<b>ACTUAL 2008-2009</b>	<b>ACTUAL 2009-2010</b>	<b>AMENDED 2010-2011</b>	<b>ADOPTED 2011-2012</b>	<b>ADOPTED 2012-2013</b>
Employee Services	\$ 3,671	\$ 3,622	\$ 3,885	\$ 3,953	\$ 4,025
Maintenance & Operations	53	245	124	321	321
Contractual Services	26	78	506	498	498
Debt Service	-	-	-	-	-
Capital Outlay	-	-	-	-	-
<b>GRAND TOTAL</b>	<b>\$ 3,750</b>	<b>\$ 3,945</b>	<b>\$ 4,515</b>	<b>\$ 4,772</b>	<b>\$ 4,844</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 2008-2009</b>	<b>ACTUAL 2009-2010</b>	<b>AMENDED 2010-2011</b>	<b>ADOPTED 2011-2012</b>	<b>ADOPTED 2012-2013</b>
Employee Services	\$ 61,101	\$ 61,131	\$ 65,727	\$ 66,281	\$ 67,438
Maintenance & Operations	11,552	12,584	18,236	12,437	12,437
Contractual Services	9,341	5,189	1,000	21,000	21,000 (1)
Debt Service	-	-	-	-	-
Capital Outlay	4,211	-	-	-	-
<b>GRAND TOTAL</b>	<b>\$ 86,205</b>	<b>\$ 78,904</b>	<b>\$ 84,963</b>	<b>\$ 99,718</b>	<b>\$ 100,875</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) In Fiscal Year 2011-2012, the City will issue a contract to a private vendor for street sweeping services.

**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 2008-2009</b>	<b>ACTUAL 2009-2010</b>	<b>AMENDED 2010-2011</b>	<b>ADOPTED 2011-2012</b>	<b>ADOPTED 2012-2013</b>
Employee Services	\$ 7,506	\$ 7,469	\$ 8,168	\$ 8,284	\$ 8,429
Maintenance & Operations	3,791	3,485	4,068	4,324	4,324
Contractual Services	5,072	5,744	7,301	7,000	7,000
Debt Service	-	-	-	-	-
Capital Outlay	-	-	-	-	-
<b>GRAND TOTAL</b>	<b>\$ 16,369</b>	<b>\$ 16,698</b>	<b>\$ 19,537</b>	<b>\$ 19,608</b>	<b>\$ 19,753</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 2008-2009</b>	<b>ACTUAL 2009-2010</b>	<b>AMENDED 2010-2011</b>	<b>ADOPTED 2011-2012</b>	<b>ADOPTED 2012-2013</b>
Employee Services	\$ 1,469	\$ 1,450	\$ 1,659	\$ 1,687	\$ 1,715
Maintenance & Operations	2,410	2,512	3,138	3,138	3,138
Contractual Services	8,430	7,889	9,000	9,000	9,000
Debt Service	-	-	-	-	-
Capital Outlay	-	-	-	-	-
<b>GRAND TOTAL</b>	<b>\$ 12,309</b>	<b>\$ 11,851</b>	<b>\$ 13,797</b>	<b>\$ 13,825</b>	<b>\$ 13,853</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 2011-2012 AND 2012-2013  
EXPENDITURE DETAIL**

FUND: 55      CLEAN WATER PROGRAM						
ACCOUNT	DESCRIPTION	ACTUAL 2008-2009	ACTUAL 2009-2010	AMENDED 2010-2011	ADOPTED 2011-2012	ADOPTED 2012-2013
	<b>ENGINEERING</b>					
55-5220-3200	CONTRACTUAL SERVICES	6,065	9,477	10,500	-	-
55-5220-3210	CITY ENGINEER	74,916	56,181	71,700	-	-
	<b>CONTRACT SERVICES</b>	<b>80,981</b>	<b>65,658</b>	<b>82,200</b>	-	-
	<b>ENGINEERING</b>	<b>80,981</b>	<b>65,658</b>	<b>82,200</b>	-	-
	<b>PLANNING</b>					
55-5530-1000	SALARIES - PERMANENT	17,804	13,140	23,440	32,449	32,449
55-5530-1200	EMPLOYEE BENEFITS	5,761	4,515	7,924	11,600	12,116
55-5530-1205	WORKERS' COMPENSATION	541	95	504	712	712
	<b>EMPLOYEE SERVICES</b>	<b>24,106</b>	<b>17,750</b>	<b>31,868</b>	<b>44,761</b>	<b>45,277</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>	-	-	-	-	-
55.5530.3200	CONTRACTUAL SERVICES	-	12,478	-	-	-
	<b>PLANNING</b>	<b>24,106</b>	<b>30,228</b>	<b>31,868</b>	<b>44,761</b>	<b>45,277</b>
	<b>CODE ENFORCEMENT</b>					
55-5536-1000	SALARIES - PERMANENT	12,791	13,818	15,241	15,241	15,241
55-5536-1200	EMPLOYEE BENEFITS	5,138	5,451	6,433	6,728	7,099
55-5536-1205	WORKERS' COMPENSATION	1,180	316	1,106	949	949
55-5536-1310	PART TIME PLANNING	2,056	4,151	6,800	-	-
55-5536-1400	OVERTIME	-	-	-	-	-
	<b>EMPLOYEE SERVICES</b>	<b>21,165</b>	<b>23,736</b>	<b>29,581</b>	<b>22,918</b>	<b>23,290</b>
55-5536-2131	VEHICLE MAINTENANCE	-	-	-	-	-
55-5536-2800	GAS & OIL	-	-	-	-	-
55-5536-3801	TRAINING & EDUCATION	-	349	150	150	150
	<b>MAINTENANCE &amp; OPERATIONS</b>	-	<b>349</b>	<b>150</b>	<b>150</b>	<b>150</b>
55-5536-3200	CONTRACTUAL SERVICES	-	-	-	-	-
	<b>CODE ENFORCEMENT</b>	<b>21,165</b>	<b>24,085</b>	<b>29,731</b>	<b>23,068</b>	<b>23,440</b>
	<b>PLANNING</b>					
55-5539-1000	SALARIES - PERMANENT	103,991	106,666	111,916	111,916	111,916
55-5539-1200	EMPLOYEE BENEFITS	31,715	32,252	36,136	43,195	44,958
55-5539-1205	WORKERS' COMPENSATION	3,501	885	2,588	2,588	2,588
55-5539-1310	PART TIME PLANNING	-	-	-	-	-
55-5539-1400	OVERTIME	-	-	-	-	-
	<b>EMPLOYEE SERVICES</b>	<b>139,207</b>	<b>139,803</b>	<b>150,640</b>	<b>157,700</b>	<b>159,463</b>
55-5539-2131	VEHICLE MAINTENANCE	-	-	-	-	-
55-5539-2300	OPERATING SUPPLIES	413	82	500	500	500
55-5539-2800	GAS & OIL	-	-	-	-	-
55-5539-3000	ADVERTISING, PRINTING, PUBLISHING	323	258	1,600	1,500	1,575
55-5539-3700	MEMBERSHIPS & SUBSCRIPTIONS	225	225	225	225	225
55-5539-3800	MEETINGS AND TRAVEL	87	91	400	400	400
55-5539-3801	TRAINING & EDUCATION	824	349	300	300	300
55-5539-4800	ASSESSMENTS	27,964	22,242	26,715	41,100	41,913
	<b>MAINTENANCE &amp; OPERATIONS</b>	<b>29,836</b>	<b>23,247</b>	<b>29,740</b>	<b>44,025</b>	<b>44,913</b>
55-5539-3200	CONTRACTUAL SERVICES	8,770	14,699	12,500	36,250	36,650
	<b>CLEAN WATER MANAGEMENT</b>	<b>177,813</b>	<b>177,749</b>	<b>192,880</b>	<b>237,975</b>	<b>241,025</b>

**CITY OF DEL MAR  
FISCAL YEARS 2011-2012 AND 2012-2013  
EXPENDITURE DETAIL**

FUND: 55 CLEAN WATER PROGRAM						
ACCOUNT	DESCRIPTION	ACTUAL 2008-2009	ACTUAL 2009-2010	AMENDED 2010-2011	ADOPTED 2011-2012	ADOPTED 2012-2013
<b><u>PUBLIC WORKS</u></b>						
55-5840-1000	SALARIES - PERMANENT	13,577	11,739	10,307	10,307	10,307
55-5840-1200	EMPLOYEE BENEFITS	2,693	3,380	3,653	3,948	4,139
55-5840-1205	WORKERS' COMPENSATION	301	92	259	259	259
55-5840-1400	OVERTIME	-	-	11	-	-
55-5840-1803	OUTSIDE CLERICAL	-	-	-	-	-
	<b>EMPLOYEE SERVICES</b>	<b>16,571</b>	<b>15,211</b>	<b>14,230</b>	<b>14,514</b>	<b>14,705</b>
55-5840-2000	BUILDING MAINT & REPAIR	7	-	25	25	25
55-5840-2100	EQUIP/RADIO MAINT & REPAIR	24	29	12	12	12
55-5840-2131	VEHICLE MAINTENANCE	43	17	33	33	33
55-5840-2133	VEHICLE CONTRACTUAL SERVICES	63	94	80	100	100
55-5840-2140	COMPUTER MAINTENANCE	-	-	-	-	-
55-5840-2300	OPERATING SUPPLIES	129	269	120	120	120
55-5840-2400	UNIFORMS	12	11	18	18	18
55-5840-2600	SMALL TOOLS & EQUIPMENT	43	21	60	60	60
55-5840-2800	GAS & OIL	191	208	200	200	200
55-5840-3000	ADVERTISING & PRINTING	7	-	-	-	-
55-5840-3205	INVESTMENT FEES	-	3	-	-	-
55-5840-3300	UTILITIES	90	92	87	87	87
55-5840-3400	TELEPHONE	53	58	61	61	61
55-5840-3600	PROPERTY/EQUIPMENT RENTAL	17	16	21	21	21
55-5840-3700	MEMBERSHIPS & SUBSCRIPTIONS	5	17	7	7	7
55-5840-3800	MEETINGS & TRAVEL	-	1	10	10	10
55-5840-3801	TRAINING & EDUCATION	-	3	5	5	5
55-5840-3900	AUTO ALLOWANCE	-	96	96	96	96
55-5840-4950	BAD DEPT	-	345	-	-	-
55-5840-5800	DEPRECIATION	1,632	2,267	-	1,826	1,826
	<b>MAINTENANCE &amp; OPERATIONS</b>	<b>2,316</b>	<b>3,547</b>	<b>835</b>	<b>2,681</b>	<b>2,681</b>
55-5840-3200	CONTRACTUAL SERVICES	1,374	1,497	1,790	2,000	6,047
55-5840-5500	VEHICLES	352	-	-	-	-
	<b>CAPITAL OUTLAY</b>	<b>352</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>
	<b>PUBLIC WORKS</b>	<b>20,613</b>	<b>20,255</b>	<b>16,855</b>	<b>19,195</b>	<b>23,433</b>
<b><u>FLOOD CONTROL &amp; DRAINAGE</u></b>						
55-5841-1000	SALARIES - PERMANENT	2,459	2,550	2,599	2,599	2,599
55-5841-1200	EMPLOYEE BENEFITS	984	1,016	1,118	1,201	1,273
55-5841-1205	WORKERS' COMPENSATION	222	56	153	152	152
55-5841-1400	OVERTIME	6	-	15	-	-
	<b>EMPLOYEE SERVICES</b>	<b>3,671</b>	<b>3,622</b>	<b>3,885</b>	<b>3,953</b>	<b>4,025</b>
55-5841-2300	OPERATING SUPPLIES	35	227	103	300	300
55-5841-2400	UNIFORMS	18	18	21	21	21
	<b>MAINTENANCE &amp; OPERATIONS</b>	<b>53</b>	<b>245</b>	<b>124</b>	<b>321</b>	<b>321</b>
55-5841-3200	CONTRACTUAL SERVICES	26	78	506	498	498
	<b>FLOOD CONTROL &amp; DRAINAGE</b>	<b>3,750</b>	<b>3,945</b>	<b>4,515</b>	<b>4,772</b>	<b>4,844</b>
<b><u>STREET MAINTENANCE</u></b>						
55-5845-1000	SALARIES - PERMANENT	41,030	42,890	43,069	43,069	43,069
55-5845-1200	EMPLOYEE BENEFIT	16,370	17,079	18,271	19,629	20,785
55-5845-1205	WORKERS' COMPENSATION	3,701	953	2,615	2,583	2,583
55-5845-1300	SALARIES - SEASONAL	-	-	-	-	-
55-5845-1400	OVERTIME	-	209	1,772	1,000	1,000
	<b>EMPLOYEE SERVICES</b>	<b>61,101</b>	<b>61,131</b>	<b>65,727</b>	<b>66,281</b>	<b>67,438</b>
55-5845-2000	BUILDING MAINT & REPAIR	86	-	52	52	52
55-5845-2100	EQUIP/RADIO MAINT & REPAIR	293	367	308	308	308
55-5845-2131	VEHICLE MATERIALS & SUPPLIES	3,553	2,349	5,016	2,016	2,016
55-5845-2133	VEHICLE CONTRACTUAL SERVICES	725	1,292	2,700	1,700	1,700
55-5845-2300	OPERATING SUPPLIES	1,662	3,692	2,381	2,381	2,381
55-5845-2400	UNIFORMS	434	571	682	682	682
55-5845-2600	SMALL TOOLS & EQUIPMENT	319	266	812	812	812
55-5845-2800	GAS & OIL	3,157	2,600	4,100	2,400	2,400
55-5845-3000	ADVERTISING & PRINTING	41	-	100	100	100
55-5845-3300	UTILITIES	953	960	1,299	1,200	1,200
55-5845-3400	TELEPHONE	262	329	300	300	300
55-5845-3700	MEMBERSHIPS/SUBSCRIPTIONS	60	102	76	76	76
55-5845-3800	MEETINGS/TRAVEL	6	29	205	205	205
55-5845-3801	TRAINING	1	27	205	205	205
	<b>MAINTENANCE &amp; OPERATIONS</b>	<b>11,552</b>	<b>12,584</b>	<b>18,236</b>	<b>12,437</b>	<b>12,437</b>
55-5845-3200	CONTRACTUAL SERVICES	9,341	5,189	1,000	21,000	21,000
55-5845-5500	VEHICLES	4,211	-	-	-	-
	<b>CAPITAL OUTLAY</b>	<b>4,211</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>
	<b>STREET MAINTENANCE</b>	<b>86,205</b>	<b>78,904</b>	<b>84,963</b>	<b>99,718</b>	<b>100,875</b>

**CITY OF DEL MAR  
FISCAL YEARS 2011-2012 AND 2012-2013  
EXPENDITURE DETAIL**

FUND: 55      CLEAN WATER PROGRAM						
ACCOUNT	DESCRIPTION	ACTUAL 2008-2009	ACTUAL 2009-2010	AMENDED 2010-2011	ADOPTED 2011-2012	ADOPTED 2012-2013
<b>STREET LANDSCAPING</b>						
55-5847-1000	SALARIES - PERMANENT	5,022	5,236	5,448	5,448	5,448
55-5847-1200	EMPLOYEE BENEFIT	2,030	2,117	2,292	2,464	2,608
55-5847-1205	WORKERS' COMPENSATION	454	116	325	323	323
55-5847-1400	OVERTIME	-	-	103	50	50
	<b>EMPLOYEE SERVICES</b>	<b>7,506</b>	<b>7,469</b>	<b>8,168</b>	<b>8,284</b>	<b>8,429</b>
55-5847-2100	EQUIP MAINT & REPAIR	-	-	21	21	21
55-5847-2200	GENERAL MAINT & REPAIR	-	9	102	50	50
55-5847-2300	OPERATING SUPPLIES	24	-	82	82	82
55-5847-2400	UNIFORMS	19	51	31	65	65
55-5847-2600	SMALL TOOLS & EQUIPMENT	-	-	10	10	10
55-5847-3300	UTILITIES	3,748	3,425	3,726	4,000	4,000
55-5847-3600	PROPERTY/EQUIPMENT RENTAL	-	-	96	96	96
	<b>MAINTENANCE &amp; OPERATIONS</b>	<b>3,791</b>	<b>3,485</b>	<b>4,068</b>	<b>4,324</b>	<b>4,324</b>
55-5847-3200	<b>CONTRACTUAL SERVICES</b>	<b>5,072</b>	<b>5,744</b>	<b>7,301</b>	<b>7,000</b>	<b>7,000</b>
	<b>STREET LANDSCAPING</b>	<b>16,369</b>	<b>16,698</b>	<b>19,537</b>	<b>19,608</b>	<b>19,753</b>
<b>PARK MAINTENANCE</b>						
55-5848-1000	SALARIES - PERMANENT	984	1,020	1,040	1,040	1,040
55-5848-1200	EMPLOYEE BENEFITS	394	407	449	482	511
55-5848-1205	WORKERS' COMPENSATION	89	23	65	65	65
55-5848-1400	OVERTIME	2	-	105	100	100
	<b>EMPLOYEE SERVICES</b>	<b>1,469</b>	<b>1,450</b>	<b>1,659</b>	<b>1,687</b>	<b>1,715</b>
55-5848-2200	GENERAL MAINT & REPAIR	162	44	205	205	205
55-5848-2300	OPERATING SUPPLIES	125	190	169	169	169
55-5848-2400	UNIFORMS	7	7	12	12	12
55-5848-3300	UTILITIES	2,116	2,271	2,752	2,752	2,752
	<b>MAINTENANCE &amp; OPERATIONS</b>	<b>2,410</b>	<b>2,512</b>	<b>3,138</b>	<b>3,138</b>	<b>3,138</b>
55-5848-3200	<b>CONTRACTUAL SERVICES</b>	<b>8,430</b>	<b>7,889</b>	<b>9,000</b>	<b>9,000</b>	<b>9,000</b>
	<b>PARK MAINTENANCE</b>	<b>12,309</b>	<b>11,851</b>	<b>13,797</b>	<b>13,825</b>	<b>13,853</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 2008-2009</b>	<b>ACTUAL 2009-2010</b>	<b>AMENDED 2010-2011</b>	<b>ADOPTED 2011-2012</b>	<b>ADOPTED 2012-2013</b>
Employee Services	\$ -	\$ -	\$ -	\$ -	\$ -
Maintenance & Operations	43,748	30,656	46,250	50,846	56,523 (1)
Contractual Services	-	-	-	-	-
Debt Service	-	-	-	-	-
Capital Outlay	-	-	-	-	-
<b>GRAND TOTAL</b>	<b>\$ 43,748</b>	<b>\$ 30,656</b>	<b>\$ 46,250</b>	<b>\$ 50,846</b>	<b>\$ 56,523</b>
<b>POSITIONS (FTE)</b>	-	-	-	-	-

(1) Premiums decreased 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. Premiums are expected to increase in Fiscal Years 2011-2012 and 2012-2013.

**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 2008-2009</b>	<b>ACTUAL 2009-2010</b>	<b>AMENDED 2010-2011</b>	<b>ADOPTED 2011-2012</b>	<b>ADOPTED 2012-2013</b>	
Employee Services	\$ 211,256	\$ 232,743	\$ 269,367	\$ 274,649	\$ 278,398	(1)
Maintenance & Operations	586,978	634,447	283,303	280,708	288,458	(2)
Contractual Services	117,656	78,583	38,393	49,704	42,250	(3)
Debt Service	-	-	-	-	-	
Capital Outlay	-	-	-	-	-	
<b>GRAND TOTAL</b>	<b>\$ 915,890</b>	<b>\$ 945,773</b>	<b>\$ 591,063</b>	<b>\$ 605,061</b>	<b>\$ 609,106</b>	
<b>POSITIONS (FTE)</b>	<b>2.21</b>	<b>2.18</b>	<b>2.26</b>	<b>2.26</b>	<b>2.26</b>	

- (1) 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 and human resources.
- (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.
- (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.

**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 2008-2009</b>	<b>ACTUAL 2009-2010</b>	<b>AMENDED 2010-2011</b>	<b>ADOPTED 2011-2012</b>	<b>ADOPTED 2012-2013</b>
Employee Services	\$ 153,085	\$ 144,649	\$ 170,297	\$ 172,836	\$ 175,793
Maintenance & Operations	20,938	26,212	31,022	26,522	26,522
Contractual Services	1,970	12,228	24,000	24,000	24,000 (1)
Debt Service	-	-	-	-	-
Capital Outlay	10,888	-	-	255,653	8,700
<b>GRAND TOTAL</b>	<b>\$ 186,881</b>	<b>\$ 183,089</b>	<b>\$ 225,319</b>	<b>\$ 479,011</b>	<b>\$ 235,015</b>
<b>POSITIONS (FTE)</b>	<b>2.03</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.

**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 2008-2009</b>	<b>ACTUAL 2009-2010</b>	<b>AMENDED 2010-2011</b>	<b>ADOPTED 2011-2012</b>	<b>ADOPTED 2012-2013</b>
Employee Services	\$ 82,530	\$ 77,976	\$ 84,820	\$ 83,831	\$ 85,097
Maintenance & Operations	58,718	51,818	68,270	68,270	68,270
Contractual Services	14,363	8,824	27,949	27,948	27,948 (1)
Debt Service	-	-	-	-	-
Capital Outlay	-	-	-	-	-
<b>GRAND TOTAL</b>	<b>\$ 155,611</b>	<b>\$ 138,618</b>	<b>\$ 181,039</b>	<b>\$ 180,049</b>	<b>\$ 181,315</b>
<b>POSITIONS (FTE)</b>	<b>0.85</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 2008-2009</b>	<b>ACTUAL 2009-2010</b>	<b>AMENDED 2010-2011</b>	<b>ADOPTED 2011-2012</b>	<b>ADOPTED 2012-2013</b>
Employee Services	\$ -	\$ -	\$ -	\$ -	\$ -
Maintenance & Operations	-	-	-	-	-
Contractual Services	787,182	863,658	942,240	940,000	977,600 (1)
Debt Service	-	-	-	-	-
Capital Outlay	-	-	-	-	-
<b>GRAND TOTAL</b>	<b>\$ 787,182</b>	<b>\$ 863,658</b>	<b>\$ 942,240</b>	<b>\$ 940,000</b>	<b>\$ 977,600</b>
<b>POSITIONS (FTE)</b>	-	-	-	-	- (2)

(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 account (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 2008-2009</b>	<b>ACTUAL 2009-2010</b>	<b>AMENDED 2010-2011</b>	<b>ADOPTED 2011-2012</b>	<b>ADOPTED 2012-2013</b>
Employee Services	\$ -	\$ -	\$ -	\$ -	\$ -
Maintenance & Operations	-	-	-	-	-
Contractual Services	-	-	-	-	-
Debt Service	150,357	457,439	454,739	461,003	462,853 (1)
Capital Outlay	-	-	-	-	-
<b>GRAND TOTAL</b>	<b>\$ 150,357</b>	<b>\$ 457,439</b>	<b>\$ 454,739</b>	<b>\$ 461,003</b>	<b>\$ 462,853</b>
<b>POSITIONS (FTE)</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, 2011 is \$1,980,000. 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
9/1/2011	49,500	355,000	355,000
3/1/2012	40,625		-
9/1/2012	40,625	375,000	375,000
3/1/2013	31,250		-
9/1/2013	31,250	395,000	395,000
3/1/2014	21,375		-
9/1/2014	21,375	415,000	415,000
3/1/2015	11,000		-
9/1/2015	11,000	440,000	440,000
<b>Total</b>	<b>\$258,000</b>	<b>\$1,980,000</b>	<b>\$1,980,000</b>

**CITY OF DEL MAR  
FISCAL YEARS 2011-2012 AND 2012-2013  
EXPENDITURE DETAIL**

FUND: 57		SEWER FUND				
ACCOUNT	DESCRIPTION	ACTUAL 2008-2009	ACTUAL 2009-2010	AMENDED 2010-2011	ADOPTED 2011-2012	ADOPTED 2012-2013
	<b><u>RISK MANAGEMENT</u></b>					
57-5411-4000	INSURANCE	31,829	30,656	33,250	37,846	43,523
57-5411-4300	CLAIMS	10,736	-	12,000	12,000	12,000
57-5411-4400	CLAIMS ADMIN./LITIGATION	1,183	-	1,000	1,000	1,000
	<b>MAINTENANCE &amp; OPERATIONS</b>	<b>43,748</b>	<b>30,656</b>	<b>46,250</b>	<b>50,846</b>	<b>56,523</b>
	<b>RISK MANAGEMENT</b>	<b>43,748</b>	<b>30,656</b>	<b>46,250</b>	<b>50,846</b>	<b>56,523</b>
	<b><u>PUBLIC WORKS ADMINISTRATION</u></b>					
57-5840-1000	SALARIES - PERMANENT	155,335	173,624	195,380	195,380	195,380
57-5840-1200	EMPLOYEE BENEFITS	51,291	57,693	69,061	74,825	78,417
57-5840-1205	WORKERS' COMPENSATION	4,283	1,179	4,126	4,144	4,144
57-5840-1300	SALARIES - SEASONAL	-	-	-	-	-
57-5840-1400	OVERTIME	347	247	650	300	300
57-5840-1803	OUTSIDE CLERICAL	-	-	150	-	158
	<b>EMPLOYEE SERVICES</b>	<b>211,256</b>	<b>232,743</b>	<b>269,367</b>	<b>274,649</b>	<b>278,398</b>
57-5840-2100	EQUIP/RADIO MAINT & REPAIR	600	579	300	300	300
57-5840-2300	OPERATING SUPPLIES	3,694	428	2,100	2,100	2,100
57-5840-2320	POSTAGE	2,469	3,295	9,425	3,000	3,000
57-5840-2360	COMPUTER SOFTWARE	13,536	-	-	-	-
57-5840-2400	UNIFORMS	105	110	375	375	375
57-5840-2600	SMALL TOOLS & EQUIPMENT	152	31	315	315	315
57-5840-3000	ADVERTISING & PRINTING	922	1,308	5,545	3,000	3,000
57-5840-3205	INVESTMENT FEES	263	77	-	-	-
57-5840-3300	UTILITIES	2,287	2,303	2,271	2,271	2,271
57-5840-3400	TELEPHONE	1,573	1,714	1,500	1,500	1,500
57-5840-3600	PROPERTY/EQUIPMENT RENTAL	1,574	1,433	1,837	1,837	1,837
57-5840-3700	MEMBERSHIPS	159	423	370	370	370
57-5840-3800	MEETINGS & TRAVEL	52	52	1,200	1,200	1,200
57-5840-3801	TRAINING	403	774	1,650	500	500
57-5840-3900	AUTO ALLOWANCE	1,904	2,400	2,400	2,400	2,400
57-5840-4200	ADMINISTRATIVE CHARGE	189,745	245,897	250,815	258,340	266,090
57-5840-4800	ASSESSMENTS	2,126	2,105	3,200	3,200	3,200
57-5840-4950	BAD DEBT	336	2,056	-	-	-
57-5840-5800	DEPRECIATION	365,078	369,462	328,034	-	-
	<b>MAINTENANCE &amp; OPERATIONS</b>	<b>586,978</b>	<b>634,447</b>	<b>283,303</b>	<b>280,708</b>	<b>288,458</b>
57-5840-3200	CONTRACTUAL SERVICES	117,656	78,583	38,393	49,704	42,250
57-5840-3204	COLLECTION COST	-	-	-	-	-
57-5840-3210	CITY ENGINEER	-	-	-	-	-
	<b>CONTRACTUAL SERVICES</b>	<b>117,656</b>	<b>78,583</b>	<b>38,393</b>	<b>49,704</b>	<b>42,250</b>
	<b>PUBLIC WORKS ADMIN</b>	<b>915,890</b>	<b>945,773</b>	<b>591,063</b>	<b>605,061</b>	<b>609,106</b>
	<b><u>SEWER COLLECTION</u></b>					
57-5855-1000	SALARIES - PERMANENT	101,841	101,588	114,393	114,393	114,393
57-5855-1200	EMPLOYEE BENEFITS	40,145	39,855	47,545	51,125	54,082
57-5855-1205	WORKERS' COMPENSATION	8,635	2,082	6,359	6,318	6,318
57-5855-1300	SALARIES - SEASONAL	-	-	-	-	-
57-5855-1400	OVERTIME	2,464	1,124	2,000	1,000	1,000
	<b>EMPLOYEE SERVICES</b>	<b>153,085</b>	<b>144,649</b>	<b>170,297</b>	<b>172,836</b>	<b>175,793</b>
57-5855-2000	BUILDING MAINT & REPAIR	207	-	1,200	500	500
57-5855-2010	SYSTEM MAINT & REPAIR	46	765	3,000	2,000	2,000
57-5855-2100	EQUIP/RADIO MAINT & REPAIR	104	301	1,000	1,000	1,000
57-5855-2131	VEHICLE MATERIALS & SUPPLIES	7,103	5,143	5,200	5,200	5,200
57-5855-2133	VEHICLE CONTRACTUAL SERVICES	3,431	4,504	3,700	3,700	3,700
57-5855-2200	GENERAL MAINTENANCE/REPAIR	-	231	-	-	-
57-5855-2300	OPERATING SUPPLIES	1,349	7,164	4,700	2,500	2,500
57-5855-2400	UNIFORMS	824	964	1,400	1,400	1,400
57-5855-2600	SMALL TOOLS & EQUIPMENT	1,848	607	2,600	2,000	2,000
57-5855-2800	GAS & OIL	5,889	6,239	7,350	7,350	7,350
57-5855-3400	TELEPHONE	-	294	-	-	-
57-5855-3600	PROPERTY/EQUIPMENT RENTAL	-	-	347	347	347
57-5855-3800	MEETINGS & TRAVEL	137	-	525	525	525
	<b>MAINTENANCE &amp; OPERATIONS</b>	<b>20,938</b>	<b>26,212</b>	<b>31,022</b>	<b>26,522</b>	<b>26,522</b>
57-5855-3200	CONTRACTUAL SERVICES	1,970	12,228	24,000	24,000	24,000
57-5855-5300	MACHINERY & EQUIPMENT	-	-	-	255,653	-
57-5855-5500	VEHICLES	10,888	-	-	-	8,700
	<b>CAPITAL OUTLAY</b>	<b>10,888</b>	<b>-</b>	<b>-</b>	<b>255,653</b>	<b>8,700</b>
	<b>SEWER COLLECTION</b>	<b>186,881</b>	<b>183,089</b>	<b>225,319</b>	<b>479,011</b>	<b>235,015</b>

**CITY OF DEL MAR  
FISCAL YEARS 2011-2012 AND 2012-2013  
EXPENDITURE DETAIL**

FUND: 57		SEWER FUND				
ACCOUNT	DESCRIPTION	ACTUAL 2008-2009	ACTUAL 2009-2010	AMENDED 2010-2011	ADOPTED 2011-2012	ADOPTED 2012-2013
	<b>SEWER PUMPING</b>					
57-5856-1000	SALARIES - PERMANENT	53,631	54,708	54,270	54,270	54,270
57-5856-1200	EMPLOYEE BENEFITS	19,451	19,945	21,466	23,081	24,347
57-5856-1205	WORKERS' COMPENSATION	4,602	1,100	3,083	2,980	2,980
57-5856-1400	OVERTIME	4,846	2,223	6,000	3,500	3,500
	<b>EMPLOYEE SERVICES</b>	<b>82,530</b>	<b>77,976</b>	<b>84,820</b>	<b>83,831</b>	<b>85,097</b>
57-5856-2010	SYSTEM MAINT & REPAIR	11,362	1,776	8,500	8,500	8,500
57-5856-2100	EQUIP/RADIO MAINT & REPAIR	-	-	-	-	-
57-5856-2300	OPERATING SUPPLIES	18	117	3,900	3,900	3,900
57-5856-2400	UNIFORMS	301	335	420	420	420
57-5856-2600	SMALL TOOLS & EQUIPMENT	-	-	450	450	450
57-5856-3300	UTILITIES	43,769	46,573	52,000	52,000	52,000
57-5856-3400	TELEPHONE	3,268	3,017	3,000	3,000	3,000
	<b>MAINTENANCE &amp; OPERATIONS</b>	<b>58,718</b>	<b>51,818</b>	<b>68,270</b>	<b>68,270</b>	<b>68,270</b>
57-5856-3200	CONTRACTUAL SERVICES	14,363	8,824	27,949	27,948	27,948
	<b>SEWER PUMPING</b>	<b>155,611</b>	<b>138,618</b>	<b>181,039</b>	<b>180,049</b>	<b>181,315</b>
	<b>SEWER TRANSPORTATION/TREATMENT</b>					
57-5857-3215	METRO COSTS	658,245	733,248	770,000	800,000	832,000
57-5857-3217	TRANSPORTATION	128,937	130,410	172,240	140,000	145,600
	<b>CONTRACTUAL SERVICES</b>	<b>787,182</b>	<b>863,658</b>	<b>942,240</b>	<b>940,000</b>	<b>977,600</b>
	<b>SEWER TRANSPORTATION</b>	<b>787,182</b>	<b>863,658</b>	<b>942,240</b>	<b>940,000</b>	<b>977,600</b>
	<b>DEBT SERVICE</b>					
57-5900-4500	DEBT INTEREST	134,808	121,712	107,587	90,125	71,875
57-5900-4600	DEBT PRINCIPAL	(73)	320,000	341,526	355,000	375,000
57-5900-4610	AMORTIZATION EXPENSE	10,560	10,560	-	10,560	10,560
57-5900-4700	BOND SERVICE	5,062	5,167	5,626	5,318	5,418
	<b>DEBT SERVICE</b>	<b>150,357</b>	<b>457,439</b>	<b>454,739</b>	<b>461,003</b>	<b>462,853</b>

# **SEWER CAPITAL PROJECTS**

**CITY OF DEL MAR  
FISCAL YEARS 2011-2012 & 2012-2013  
CAPITAL IMPROVEMENTS PROGRAM  
SEWER FUND**

<b>FUND: 57 SEWER FUND</b>			
<b>PROJECT TITLE</b>	<b>Estimated Unexp FY 2011 Funds</b>	<b>FY 2012 Funds</b>	<b>FY 2013 Funds</b>
<b>ANNUAL CAPITAL PROGRAM</b>			
ANNUAL SEWER IMPROVEMENT	\$ -	\$ 30,000	\$ 120,000
HERBICIDE PROGRAM	-	45,000	-
<b>SUBTOTAL</b>	-	<b>75,000</b>	<b>120,000</b>
<b>MAJOR SYSTEM UPGRADES</b>			
PUBLIC WORKS ROOF	-	12,500	-
REPLACEMENT OF 21ST PUMP STATION <sup>(1)</sup>	-	300,000	-
TELEMETRY SYSTEM	-	25,000	-
FORCE MAIN INSPECTION	-	-	50,000
<b>SUBTOTAL</b>	-	<b>337,500</b>	<b>50,000</b>
<b>Total</b>	\$ -	<b>\$ 412,500</b>	<b>\$ 170,000</b>

(1) Design work was finalized during Fiscal Year 2008-2009. Construction began in Fiscal Year 2009-2010 and will be complete in March 2012. Funding for the project was secured through a low interest loan from the State Revolving Fund and included in Fiscal Years 2010-2014 sewer rates.

**SEWER FUND 57**  
**FY 2012 ANNUAL SEWER PROGRAM**  
**FY 2013 ANNUAL SEWER PROGRAM**

57-6906

**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 2011-2012 and Fiscal Year 2012-2013, the digital mapping system will be updated to reflect changes to the sewer system.

**Annual 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.

**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.

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<b>FUNDING SOURCE</b>	<b>FY 2012</b>	<b>FY 2013</b>
SEWER CIP FUND	<u>30,000</u>	<u>120,000</u>
TOTAL	<u>\$ 30,000</u>	<u>\$120,000</u>

**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 2011-2012 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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<b>FUNDING SOURCE</b>	<b>FY 2012</b>	<b>FY 2013</b>
SEWER FUND	<u>\$25,000</u>	<u>          -</u>
TOTAL	<u>\$25,000</u>	<u>\$          -</u>

**SEWER FUND 57  
HERBICIDE PROGRAM**

**57-6914**

**PROJECT DESCRIPTION:**

A list of sewer mains with heavy root intrusion is reviewed and updated prior to the Sewer Herbicide Project. The project provides for essential maintenance of these identified sewer mains through the removal of intrusive roots in the most critical areas every three years.

The Fiscal Year 2011-2012 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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<b>FUNDING SOURCE</b>	<b>FY 2012</b>	<b>FY 2013</b>
SEWER FUND	<u>\$35,000</u>	<u>          -</u>
TOTAL	<u>\$35,000</u>	<u>\$          -</u>

**SEWER FUND 57**  
**FORCE MAIN INSPECTION**

**57-6938**

**PROJECT DESCRIPTION:**

This project will conduct an inspection of the City's 14" Sewer Force Main, the most critical piece of sewer infrastructure in the City other than the 21st Street Pump Station. The inspection, using either sonar or video "smart pig" technology, cannot be completed prior to completion of the new 21st Street Pump Station and will allow staff to evaluate the remaining lifespan for the force main that delivers 100% of the City's sewage to the Metro System.

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<b>FUNDING SOURCE</b>	<b>FY 2012</b>	<b>FY 2013</b>
SEWER FUND	\$ _____ -	<u>\$ 50,000</u>
TOTAL	<u>\$ _____ -</u>	<u>\$ 50,000</u>

**SEWER FUND 57**  
**PUBLIC WORKS ROOF**

57-6853

PROJECT DESCRIPTION:

This budget item provides the Sewer Fund's proportionate share of costs associated with the roof repair of the only remaining portion of the Public Works facility (the western storage warehouse) that has not been completed in recent years.

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<b>FUNDING SOURCE</b>	<b>FY 2012</b>	<b>FY 2013</b>
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**

**57-6923**

**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 2011-2012 are for the final year of construction.

<b>FUNDING SOURCE</b>	<b>FY 2012</b>	<b>FY 2013</b>
FY 2011 CONTINUING APPROPRIATION	\$3,000,000	\$ -
SEWER FUND	<u>300,000</u>	<u>-</u>
<b>TOTAL</b>	<u><b>\$3,300,000</b></u>	<u><b>\$ -</b></u>

**CITY OF DEL MAR  
FISCAL YEARS 2011-2012 AND 2012-2013  
EXPENDITURE DETAIL**

FUND: 57		SEWER FUND				
ACCOUNT	DESCRIPTION	ACTUAL 2008-2009	ACTUAL 2009-2010	AMENDED 2010-2011	ADOPTED 2011-2012	ADOPTED 2012-2013
	<b><u>CAPITAL IMPROVEMENT PROJECTS</u></b>					
57-6853-5900	PUBLIC WORKS ROOF				12,500	
57-6906-5900	BI-ANNUAL SEWER IMPROVE.	-	-	-	30,000	120,000
57-6909-5900	BI-ANNUAL SEWER IMPROVE.	75,131	-	-	-	-
57-6910-5900	BI-ANNUAL SEWER IMPROVE.	-	20,841	-	-	-
57-6911-5900	BI-ANNUAL SEWER IMPROVE.	-	-	158,159	-	-
57-6914-5900	TRI-ANNUAL HERBICIDE PROGRAM	-	-	-	45,000	-
57-6916-5900	TELEMETRY SYSTEM	10,557	1,199	30,950	-	-
57-6919-5900	SEWER VIDEO INSPECTIONS	5,332	-	-	-	-
57-6923-5900	21ST ST PUMP STATION	249,583	600,950	4,491,726	300,000	-
57-6937-5900	TELEMETRY SYSTEM	-	3,710	-	25,000	-
57-6938-5900	FORCE MAIN INSPECTION	-	-	-	-	50,000
57-6939-5900	ANNUAL MAINTENANCE	-	-	-	-	-
57-6948-5900	FOG PROG. ORDINANCE REVISIONS	13,636	7,343	-	-	-
57-6953-5900	PUBLIC WORKS ROOF REPAIR	-	12,677	-	-	-
	<b>CAPITAL IMPROVEMENT PROJECTS</b>	<b>354,239</b>	<b>646,720</b>	<b>4,680,835</b>	<b>412,500</b>	<b>170,000</b>

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**SEWER CAPITAL PROJECTS  
FIVE YEAR PLAN**

CITY OF DEL MAR  
 FISCAL YEARS 2011-2012 & 2012-2013  
 CAPITAL IMPROVEMENTS PROGRAM  
 FIVE YEAR PLAN  
 SEWER FUND

FUND: 57 SEWER FUND						
PROJECT TITLE	Current Budget Years		Future Budget Years			5 Year Total
	2011-2012	2012-2013	2013-2014	2014-2015	2015-2016	
<b>ANNUAL CAPITAL PROGRAM</b>						
ANNUAL SEWER PROGRAM	\$ 30,000	\$ 120,000	\$ 30,000	\$ 120,000	\$ 30,000	\$ 330,000
HERBICIDE PROGRAM	-	-	-	35,000	-	35,000
<b>SUBTOTAL</b>	<b>30,000</b>	<b>120,000</b>	<b>30,000</b>	<b>155,000</b>	<b>30,000</b>	<b>365,000</b>
<b>MAJOR SYSTEM UPGRADES</b>						
PUBLIC WORKS ROOF	12,500	-	-	-	-	12,500
REPLACEMENT OF 21ST PUMP STATION <sup>(1)</sup>	300,000	-	-	-	-	300,000
TELEMETRY SYSTEM	25,000	-	25,000	-	25,000	75,000
FORCE MAIN INSPECTION	-	50,000	-	-	-	50,000
<b>SUBTOTAL</b>	<b>337,500</b>	<b>50,000</b>	<b>25,000</b>	<b>-</b>	<b>25,000</b>	<b>437,500</b>
<b>TOTAL</b>	<b>\$ 367,500</b>	<b>\$ 170,000</b>	<b>\$ 55,000</b>	<b>\$ 155,000</b>	<b>\$ 55,000</b>	<b>\$ 802,500</b>

(1) Design finalized in Fiscal Year 2008-2009. Construction began in Fiscal Year 2009-2010 and will be complete in March 2012. Funding for the project was secured through a low interest loan from the State Revolving Fund and included in Fiscal Years 2010-2014 sewer rate:



## 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 22<sup>nd</sup> 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 \$239.2 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.

## 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 2011-2012 COMPENSATION SCHEDULE**

	Salary Range	Budgeted Benefits
<b>CITY MANAGEMENT:</b>		
City Manager (Contract)	\$180,000	\$67,580
<b>MANAGEMENT:</b>		
Assistant City Manager	\$120,000 - \$149,138	\$48,108
City Clerk/Information Systems Director	\$98,090 - \$128,703	\$43,195
Director of Finance/Treasurer	\$98,090 - \$128,703	\$43,195
Planning/Community Development Director	\$98,090 - \$128,703	\$43,195
Public Works Director	\$98,090 - \$128,703	\$43,195
Chief Lifeguard & Community Services Director	\$98,090 - \$128,703	\$42,857
Planning Manager	\$85,296 - \$111,916	\$39,159
Deputy Public Works Director	\$85,296 - \$111,916	\$39,159
Clean Water Manager	\$85,296 - \$111,916	\$39,159
Deputy Chief Lifeguard & Deputy Community Services Dir	\$85,296 - \$111,916	\$38,865
<b>PROFESSIONAL &amp; SUPERVISORY:</b>		
Computer Operations Manager	\$70,638 - \$85,861	\$32,896
Senior Planner	\$70,638 - \$85,861	\$32,896
Senior Accountant	\$70,638 - \$85,861	\$32,896
Assistant to the City Manager	\$68,500 - \$89,878	\$33,861
Maintenance Superintendent	\$67,210 - \$81,694	\$31,894
Associate Planner	\$60,844 - \$73,957	\$30,034
Park Ranger	\$60,844 - \$73,957	\$29,839
Lifeguard Lieutenant	\$57,891 - \$70,367	\$28,986
Parking Enforcement Lieutenant	\$57,891 - \$70,367	\$29,171
Executive Assistant to City Manager & City Council	\$50,363 - \$61,217	\$26,971
<b>FIRE:</b>		
Fire Captain	\$72,507 - \$88,132	\$59,719
Fire Engineer	\$61,223 - \$74,417	\$52,333
Firefighter/Paramedic	\$61,223 - \$74,417	\$52,333
Firefighter	\$55,424 - \$67,369	\$49,199

**CITY OF DEL MAR**  
**FISCAL YEAR 2011-2012 COMPENSATION SCHEDULE**

	<u>Salary Range</u>		<u>Budgeted Benefits</u>
Cross Connection Utility Specialist II	\$50,157 -	\$60,966	\$26,910
Pump Operator/Mechanic II	\$50,157 -	\$60,966	\$26,910
Code Enforcement Officer II	\$50,157 -	\$60,966	\$26,910
Administrative Assistant to Planning Director & PC/DRB	\$46,782 -	\$56,864	\$25,924
Deputy City Clerk	\$46,782 -	\$56,864	\$25,924
Network Systems Technician II	\$46,782 -	\$56,864	\$25,924
Accounting Technician II	\$42,351 -	\$51,478	\$24,630
Parking Enforcement Officer II	\$42,351 -	\$51,478	\$24,630
Administrative Assistant II	\$42,351 -	\$51,478	\$24,630
Project Assistant	\$42,351 -	\$51,478	\$24,630
Utility/Landscape Specialist	\$42,351 -	\$51,478	\$24,630
Utility Worker II	\$40,296 -	\$48,980	\$24,026
Facilities Coordinator	\$37,960 -	\$46,141	\$23,336
Community Services Specialist	\$36,118 -	\$43,902	\$22,677
Utility Worker I	\$36,118 -	\$43,902	\$22,677
Parking Enforcement Officer I	\$34,365 -	\$41,771	\$22,274
Senior Lifeguard	\$34,365 -	\$41,771	\$20,384
Office Specialist	\$32,697 -	\$39,744	\$21,782
Receptionist	\$32,697 -	\$39,744	\$21,782

**CITY OF DEL MAR**  
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Receptionist	\$32,697 -	\$39,744	\$21,782

Schedule of FTE's				
<u>Department</u>	Actual Fiscal Year 2009-10	Actual Fiscal Year 2010-11	Adopted Fiscal Year 2011-12	Adopted Fiscal Year 2012-13
City Manager	3.00	3.00	4.00	4.00
City Clerk/IT	5.00	5.00	5.00	5.00
Community Services	11.00	11.00	12.00	12.00
Finance	6.00	6.00	5.00	5.00
Fire	9.00	9.00	9.00	9.00
Planning/Community Development	6.00	7.00	6.00	6.00
Public Works	13.00	13.00	13.00	13.00
<b>Total Full Time Permanent</b>	<b>53.00</b>	<b>54.00</b>	<b>54.00</b>	<b>54.00</b>



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