

# CITY OF POWAY

## CALIFORNIA

PROPOSED FINANCIAL PROGRAM FISCAL YEARS 2015-16 AND 2016-17



THE SEEING' BY JONNY BEAR CONTRERAS

# **CITY OF POWAY**

## **CITY COUNCIL**

STEVE VAUS, MAYOR

JIM CUNNINGHAM

DAVE GROSCH

BARRY LEONARD

JOHN MULLIN

The City Council also sits as:  
Housing Authority  
Planning Commission  
Public Financing Authority  
Successor Agency to the  
Poway Redevelopment Agency

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**CITY OF POWAY**

**BUDGET REVIEW COMMITTEE**

GINGER COUVRETTE, CHAIR

CHRIS OLPS, VICE CHAIR

MARY BAKER

BARRY CRONIN

CAROL HARMAN

Prepared by:  
Administrative Services Department  
Scott Edwards, Director  
Peter Moote, Assistant Director  
Andrew White, Finance Manager

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# CITY OF POWAY

## DIRECTORY OF CITY OFFICIALS

CITY MANAGER

*DAN SINGER*

ASSISTANT CITY MANAGER

*TINA WHITE*

CITY ATTORNEY

*MORGAN FOLEY*

DIRECTOR OF COMMUNITY SERVICES

*ROBIN BETTIN*

CITY CLERK

*SHEILA COBIAN*

DIRECTOR OF DEVELOPMENT SERVICES

*BOB MANIS*

DIRECTOR OF ADMINISTRATIVE  
SERVICES/TREASURER

*SCOTT EDWARDS*

DIRECTOR OF PUBLIC WORKS

*TROY BANKSTON*

DIRECTOR OF SAFETY SERVICES

*MARK SANCHEZ*

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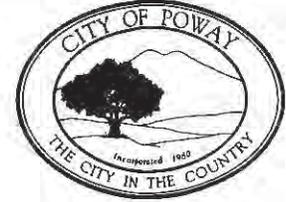
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# CITY OF POWAY

STEVE VAUS, Mayor  
DAVE GROSCI, Deputy Mayor  
JIM CUNNINGHAM, Councilmember  
BARRY LEONARD, Councilmember  
JOHN MULLIN, Councilmember



June 8, 2015

Honorable Mayor, Members of the City Council and residents:

It is my pleasure to present the City of Poway's proposed Fiscal Year 2015-17 budget. The City has begun investing heavily in long-range planning as is reflected in the revised structure of this budget. The budget cycle has been extended to two years to allow more focus on biennial projects. In addition, the budget is now tied to goals and objectives identified in the City Council's recently adopted Strategic Plan.

The national and state economies continue to steadily grow. Economic indicators suggest that modest growth in the national Gross Domestic Product will continue into next year. Likewise, California's economy continues to strengthen. The Governor's May Revised Budget reflects a \$6.7 billion increase in revenue projections for the past, current and future fiscal years combined.

The strength of the economy is also evident by low unemployment rates. As of April, the national unemployment rate was 5.4 percent with California's rate dropping to 6.3 percent. Regionally, San Diego County's unemployment rate was 4.8 percent, whereas unemployment in Poway dropped to an impressive 3.1 percent - the third lowest rate in San Diego County.

Poway's economy is flourishing. Property taxes are projected to increase in the next fiscal year by 3 percent and sales taxes by 4 percent. Many of the businesses in town are reinvesting in Poway. This past year, Walmart completed its expansion to include a full grocery department. In addition, Lowe's Home Improvement opened its doors in Poway, and Perry Ford began construction of a new showroom along Poway Road. The City also welcomed Green Flash Brewing Company to town. These are all signs of the City's strengthening sales tax base.

This past year, the Successor Agency to the Poway Redevelopment Agency successfully refunded all of its outstanding debt. This refunding included Tax Allocation Bonds from multiple years. This action represents a substantial savings of roughly \$30 million over the life of the refunded bonds, with more than \$6 million directly benefiting Poway. On an operating basis, the City's General Fund will see approximately \$500,000 per year through 2033 in additional tax revenue. This new revenue can be used towards the City's Capital Improvement Program which reinvests in the City's parks, facilities, streets and water system.

City Hall Located at 13325 Civic Center Drive  
Mailing Address: P.O. Box 789, Poway, California 92074-0789  
[www.poway.org](http://www.poway.org)

In January, the City engaged a consultant to help develop the City's first Strategic Plan. The plan will help prioritize the City's efforts and allocate financial and human resources to achieve a shared Vision and set of Goals. In March, the City Council and staff participated in a one-day workshop to identify the City's Mission, Vision and Goals. The 2015-2020 Strategic Plan identified the following seven goals:

1. Ensure the City's Continued Financial Stability
2. Support Public Safety
3. Promote Economic Development
4. Provide Effective City Management
5. Maintain Quality of Life
6. Support Water Resources Management
7. Retain and Attract Quality Staff

Following the development of the Strategic Plan, staff began the development of Implementation Plans designed to meet the Council's goals and objectives. Several overarching strategies developed in that plan have been identified in this budget to help our organization focus on achieving the Strategic Plan's goals.

For many years, the City's annual surplus balances have contributed to substantial reserves. These reserves grew, even during the Great Recession, because the City cut spending and staffing rather than dipping into reserves. Today, the General Fund reserves total more than 80 percent of our annual General Fund expenses. Recognizing our unique position, the City has been considering using some of its reserves to fund community reinvestment through our capital program. That said, we have wrestled with how to determine the appropriate amount of reserves to maintain the City, with the excess reserves to be dedicated for projects.

Last year, the City began working with the Government Financial Officers Association to conduct a Risk-Based Reserve Analysis. The analysis will do three things. First, it will assess the City's risk and suggest a reasonable amount of reserves to set aside to comfortably address unforeseen emergencies. Second, the resulting policy will establish guidelines for maintaining adequate and appropriate fund balances. Finally, the study will allow the City to use excess funds to complete projects in the City's Capital Improvement Program such as rebuilding the Community Center or building a recycled water treatment plant. The findings of this analysis will be presented to the Council in July 2015, and will serve as a foundation for determining an appropriate reserve level for Poway.

This budget begins to fulfill our strategic goals. For instance, it funds a new Conservation Administrator position who will evaluate new water and energy technologies for our facilities. Filling this position will "Support Water Resources Management" while also creating potential savings creating "Financial Stability" for the City. The budget also "Supports Public Safety" by funding a new Management Assistant position dedicated to emergency services and disaster preparedness. In addition, the budget "Promotes Economic Development" by setting aside funds to develop an Economic Development Strategic Plan. "Quality of Life" is supported by increased funding for part-time staff at our recreation facilities and programs. This year's budget also allows us to complete a Classification and Compensation study and will help us "Retain and Attract Quality Employees."

The improved budget condition enables us to address other budget initiatives. In years past, we have rented a hard-to-find piece of equipment from Northern California at a hefty price to mow our flood channels. This year's budget allows us to purchase that piece of equipment which will begin saving the City money in just two years. The budget also includes funding to certify our Public Works field employees with Class "A" Drivers Licenses. Doing this increases the number of employees available to operate large vehicles to respond to a disaster.

The City will be adding a few new positions to this year's budget. Public Works will be filling an Administrative Assistant III position that was cut during the recession. Administrative Services will be hiring a Management Assistant to facilitate succession planning. The City Manager's Office will be hiring a part-time Community Outreach Coordinator to help with outreach efforts. And an Aid will be hired to help Development Services customers at the counter.

While this is a sound budget, we are cognizant of our budget uncertainties. Perhaps the largest uncertainty facing our community is the state's water conservation mandates. Our community has been required to reduce water use by 32 percent or face severe penalties from the state. In addition, we continue to work with the Department of Finance, Successor Agency and Oversight Board to finalize our Long Range Property Management Plan. It is uncertain whether the City of Poway will need to buy back properties previously purchased by the former Redevelopment Agency. Our focus has shifted from Redevelopment activities to Economic Development activities.

This past year, Poway was recognized for its safety, quality of life, and water conservation. Poway continues to be the safest incorporated City in San Diego County. Our community was ranked 26 (up two spots) in the *Top 50 Safest Cities in California* by SafeWise, a Home Security Provider. Poway was also rated 1/1X, the highest possible rating, for the quality of our fire protection by the Insurance Services Office. The top rating was only given to one other city in the county. As a result, residents stand to benefit from lower home and business property insurance rates. Poway also ranked 18 as the *Best Place to Raise a Family in Southern California* by NerdWallet, a consumer advocacy company. And, this past April, Poway was named the most water-wise City in the nation for winning the *National Mayor's Challenge to Conserve Water*.

I appreciate the support of the City Council and the continued hard work of our employees. I would especially like to thank Scott Edwards, Peter Moote and Andrew White of Administrative Services, the Department Directors and their budget managers, as well as the Budget Review Committee for their long hours of dedication.

Sincerely,



Daniel Singer  
City Manager

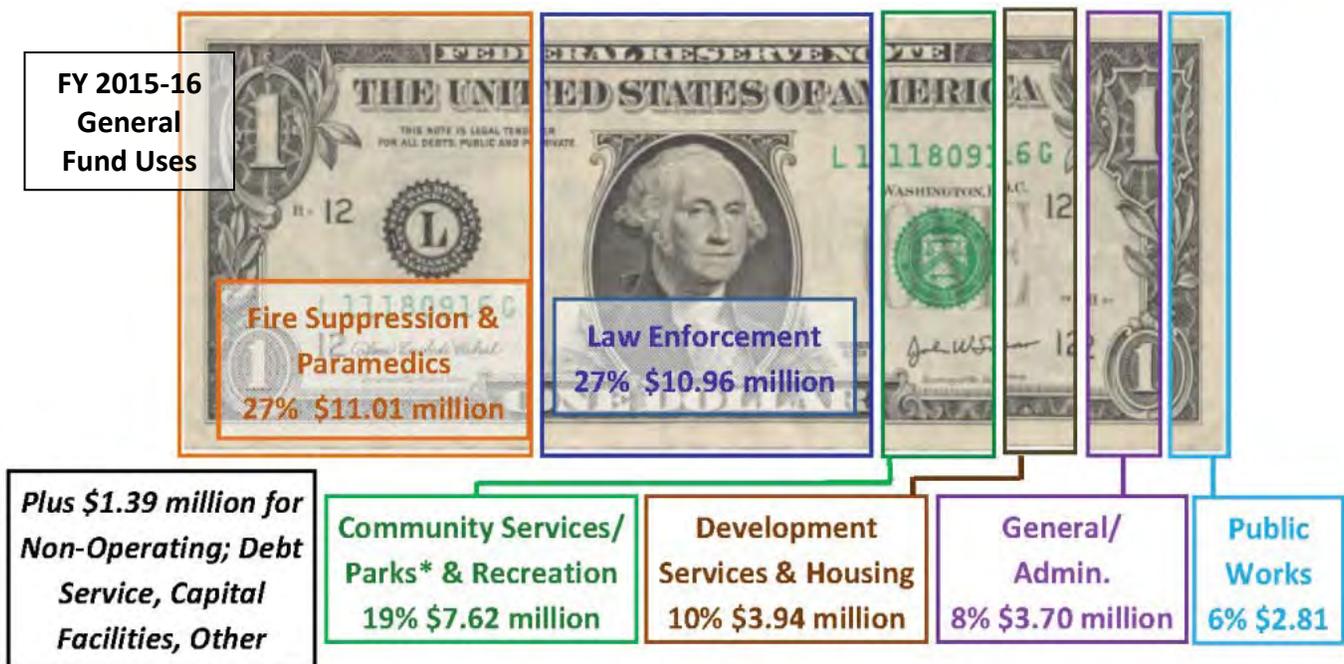
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## BUDGET OVERVIEW

The City’s operating budget is approximately \$83 million in each year of the 2015-17 biennium (July-June). The operating budget covers the day-to-day costs of providing services for police and fire protection, parks and recreation services, streets, and water, sewer, drainage and stormwater utilities.

The City uses a fund accounting system, which segregates revenues and expenditures by specific activity. Under this system, the funding source determines how the money can be spent. The **General Fund** is the City’s principal funding source for fire protection, law enforcement, parks and recreation, planning and engineering and other operations that are not paid by dedicated or restricted sources. **Enterprise Funds** are used to separately account for operations that are self-supporting. For these funds, costs are fully recovered from user charges, which may only be used to support that particular service, such as water or sewer. **Special Revenue Funds** are used to account for activities paid for by dedicated revenue sources with specific limitations, such as gas tax, which must be spent on street maintenance. Finally, other funds used by the City include **Trust Funds, Reserve Funds, and Internal Service Funds**. A description of each fund type is provided in the budget’s fund activity schedules (pages 1-20) which show each fund’s fiscal year beginning balance, projected revenues, budgeted expenditures, transfers to other funds, and projected year-end balance.

For each year of the FY 2015-17 biennium, the General Fund makes up virtually half of the overall *operating* budget; \$40 million for FY 2015-16, and \$41.3 million for FY 2016-17. Operating costs for fire protection and law enforcement together make up over half of all General Fund expenditures. An additional \$1.4 million in non-departmental expenditures is used for debt service, capital facilities, and other costs.

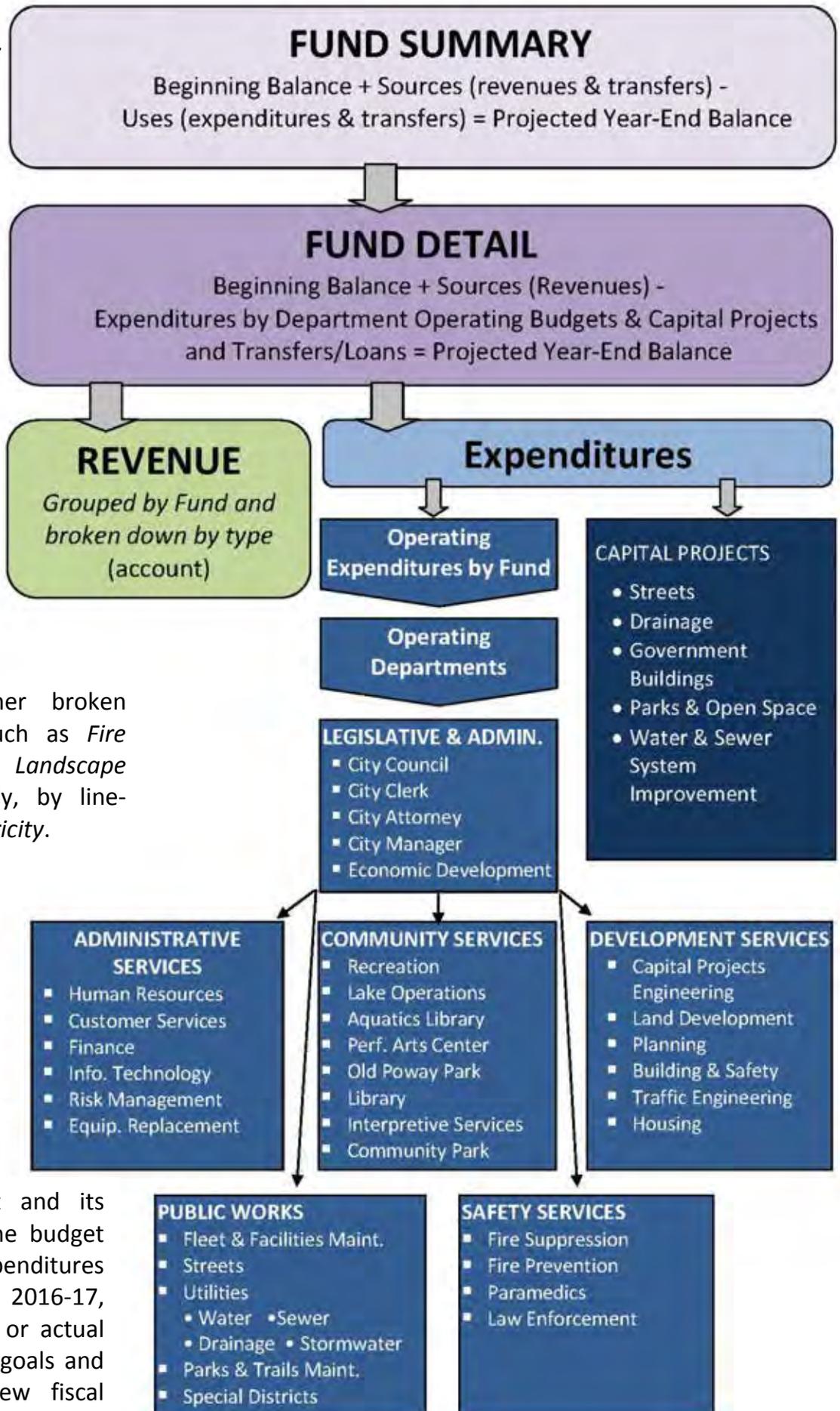


\*Includes Park Maintenance from Public Works department

**Understanding the Budget**

The operating budget is broken down into six departments:

- Legislative and Administrative
- Administrative Services
- Community Services
- Development Services
- Public Works
- Safety Services



Departments are further broken down into divisions, such as *Fire Suppression*, or *Park & Landscape Maintenance*, and finally, by line-item, such as *Gas & Electricity*.

For each department and its respective divisions, the budget reports proposed expenditures for FY 2015-16 & FY 2016-17, prior years' estimated or actual expenditures, and the goals and objectives for the new fiscal year.

## City Staffing

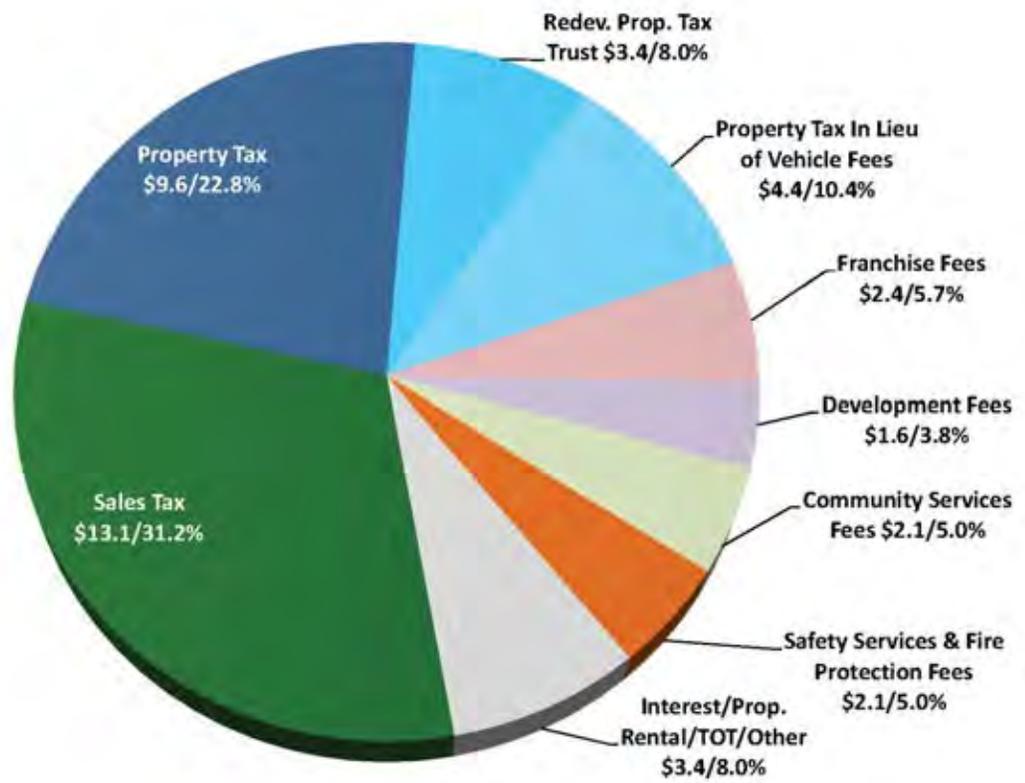
For fiscal year 2015-16, the budget authorizes 213 full-time and 35.29\* part-time positions to staff the City. The number of positions is increased by one full-time and 0.48 part-time for FY 2016-17. The department operating budget pages show the positions assigned to each division. Salary and benefit costs account for roughly half of General Fund operating expenditures, not including contract costs for law enforcement provided by the San Diego County Sheriff's Department. The City's employee classifications and salary ranges for each are shown in the Position Classifications schedule. [Appendices](#) 🔍

Department	2015-2016 Proposed		2016-2017 Proposed	
	Full-Time	Part-Time*	Full-Time	Part-Time*
Legislative and Administrative	10	.96	10	.96
Administrative Services	21	.48	21	.48
Community Services	20	28.99	20	29.47
Development Services	22	.5	22	.5
Public Works	84	4.36	85	4.36
Safety Services	56	-	56	-
<b>Grand Total</b>	<b>213</b>	<b>35.29</b>	<b>214</b>	<b>35.77</b>

\*Figures represent full-time equivalent based on 2,080 hours/year

## Revenues and Other Sources for Operations

The General Fund gets its money for operations primarily from sales tax, property tax, and fees. For fiscal year 2015-16, total General Fund sources are projected at \$41.93 million. Over 70% of General Fund revenues are from sales tax, property tax, and the Redevelopment Property Tax Trust Fund. The City receives 1¢ of the 8¢ sales tax for every dollar spent in Poway. Most of the remainder goes to the State and County.

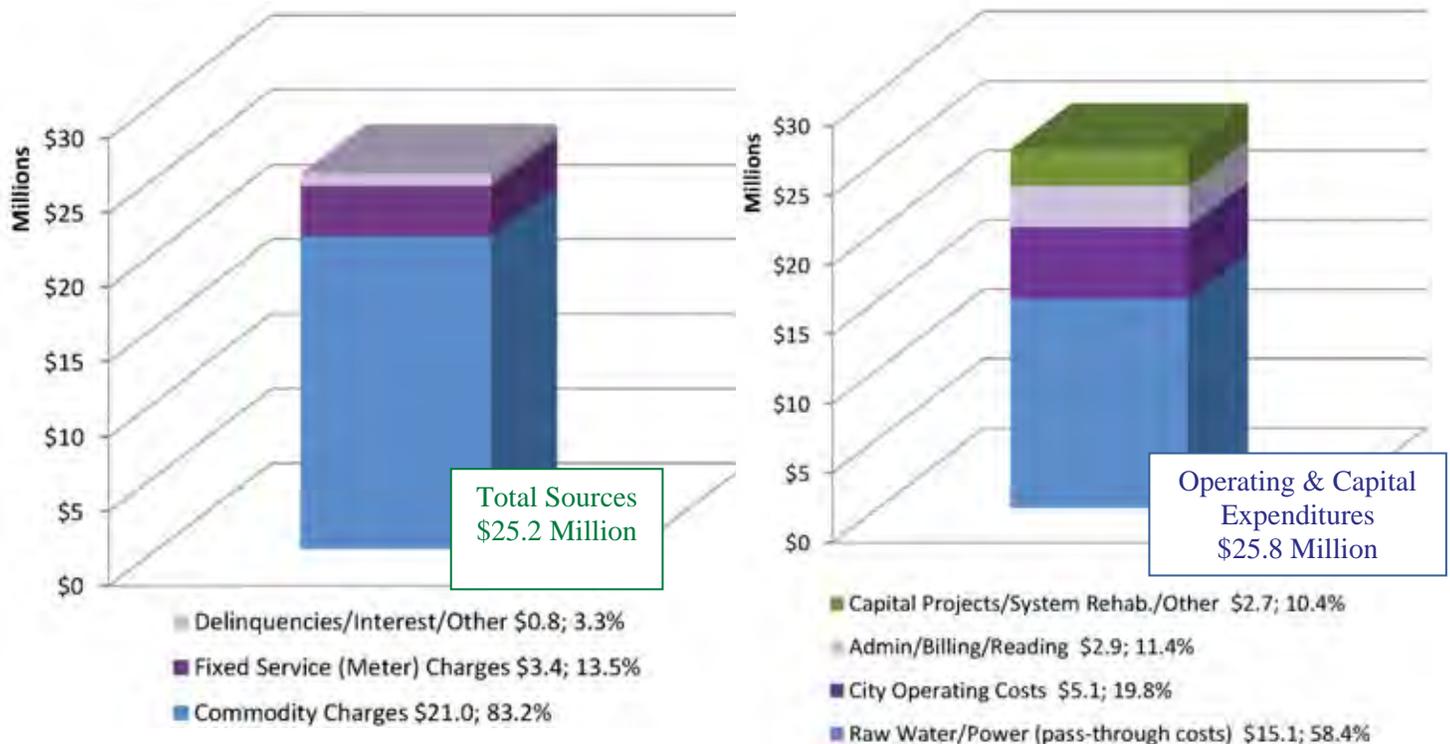


About 21% of property taxes collected by the County Assessor are allocated to the City, or roughly \$840 on a home valued at \$400,000. The remainder of property taxes goes to schools, the County, and special districts.

### Utilities

City provided water and sewer services are supported entirely by customer’s bills. Rates support necessary operational expenditures, the purchase and treatment of raw water, and capital improvements to ensure a safe and reliable system of plant, pipes, pump stations, and reservoirs. The budget and financial activity for each utility service is segregated into individual funds. Any unspent budget from a utility’s annual operations is placed in reserve and is used for capital projects and to moderate future rate increases.

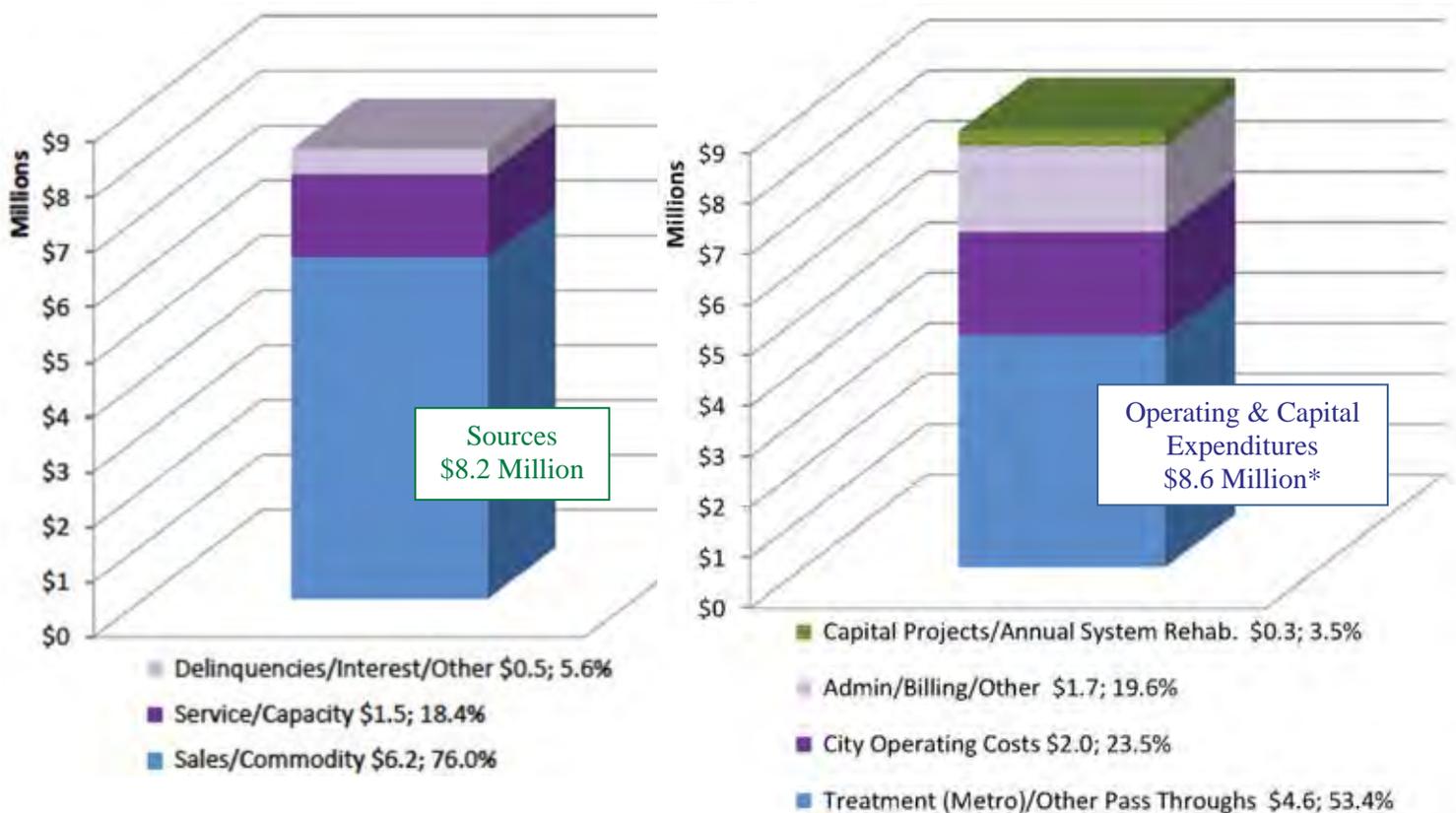
### Water Utilities 2015-16



Due to the water supply challenges in the region, the City is paying over 50% more for its raw water supply than just three years ago. In addition, the cost of the planned reinvestment in the City’s aging water system is anticipated to average \$1.8 million each year over the next ten years.

Similarly, charges for sewer service are used to support system operation, maintenance, and rehabilitation. Prior to 2011, sewer fees took into account the City's share of costs for San Diego's Metro system's implementation of secondary wastewater treatment. In response to Metro's deferral of this plan, Poway reduced its sewer commodity fees in 2011 and again in 2012. This resulted in the planned outcome where budgeted operating expenditures are projected to exceed revenue sources during the 2015-17 biennium. Substantial sewer fund reserves are available to provide the resources necessary to ensure continued reliable service to our customers, and to moderate any necessary sewer rate increases over the next few years.

### Sewer Utilities 2015-16



The cost of the planned reinvestment in the City's aging sewer system is anticipated to average \$1.5 million over the next four years.

### **Capital Improvements** Pages 115-133

In addition to funding day-to-day operations, the budget provides money for capital projects, or investments in the City's infrastructure such as streets and parks. Unlike the operating budget which covers expenditures year-by-year, the capital improvement program (CIP) spans multiple-years. In total, there are over 50 active and proposed projects under the CIP, using \$32.8 million from various sources.

### ***More Information is Available***

Under direction of the City Manager, the Administrative Services Department prepares the City's budget document. In addition to the published document, other budget resources are available on the City's website. The City's budget is reviewed by the Budget Review Committee (Committee), whose members are appointed by the City Council. The Committee also prepares recommendations for consideration by the City Council when the budget is adopted at a public hearing each June. The Committee's recommendations are available for review on the City's website with the budget document. Questions about the budget may be directed via email to the Administrative Services Department at [admins@poway.org](mailto:admins@poway.org)

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## STATEMENT OF FUND BALANCES

Proposed Revenues and Expenditures FY 2015-2016

Fund	Beginning Fund Balance 7/1/2015	Revenues	Operations	Capital Projects/ Program Costs	Loans/ Transfers In(Out)	Interest and Bond Redemption	Net Fund Activity	Ending Fund Balance 06/30/2016
General Fund	23,015,948	41,198,770	39,852,132	643,000	(1,110,020)	-	(406,382)	22,609,566
Economic Uncertainty	3,100,000	-	-	-	-	-	-	3,100,000
Pension Stabilization Fund	2,424,868	-	-	-	-	-	-	2,424,868
Capital Improvement Fund	-	-	-	-	450,000	-	450,000	450,000
Street Maintenance Fund	4,483,286	-	-	-	-	-	-	4,483,286
Streets Funds	2,299,090	3,086,750	3,304,252	300,000	-	-	(517,502)	1,781,588
Drainage & Stormwater Funds	907,488	1,085,120	695,221	-	64,570	-	454,469	1,361,957
Grant Funds (1)	807,690	444,480	15,000	166,760	(100,000)	-	162,720	970,410
Developer Contribution/Mitigation Funds	2,839,382	107,760	-	120,000	-	-	(12,240)	2,827,142
Special Assessment Districts	7,241,414	2,324,200	2,742,632	-	367,660	-	(50,772)	7,190,642
Other Assessment Funds (1)	619,100	986,690	140,000	100,000	(625,000)	-	121,690	740,790
Debt Service Funds	751,035	339,170	-	-	752,400	1,816,020	(724,450)	26,585
Water Utility Funds	5,190,321	25,181,500	23,640,269	1,900,000	(230,890)	9,790	(599,449)	4,590,872
Sewer Utility Funds	13,441,537	8,190,890	8,372,676	300,000	75,470	-	(406,316)	13,035,221
Capital Replacement Funds	12,840,315	2,941,320	4,045,247	1,971,600	566,950	-	(2,508,577)	10,331,738
Trust Funds	4,215,855	28,840	-	25,000	(2,370)	-	1,470	4,217,325
City Housing Funds	2,799,796	1,019,140	-	-	47,730	-	1,066,870	3,866,666
<b>Total</b>	<b>86,977,126</b>	<b>86,934,630</b>	<b>82,807,429</b>	<b>5,526,360</b>	<b>256,500</b>	<b>1,825,810</b>	<b>(2,968,469)</b>	<b>84,008,657</b>

(1) These expenditures are directly charged to these funds and are not included in the Budget by Fund allocation.

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## STATEMENT OF FUND BALANCES

Proposed Revenues and Expenditures FY 2016-2017

Fund	Beginning Fund Balance 7/1/2016	Revenues	Operations	Capital Projects/ Program Costs	Loans/ Transfers In(Out)	Interest and Bond Redemption	Net Fund Activity	Ending Fund Balance 06/30/2017
General Fund	22,609,566	42,185,380	41,087,244	1,070,000	(1,070,020)	-	(1,041,884)	21,567,682
Economic Uncertainty	3,100,000	-	-	-	-	-	-	3,100,000
Pension Stabilization Fund	2,424,868	-	-	-	-	-	-	2,424,868
Capital Improvement Fund	450,000	-	-	-	400,000	-	400,000	850,000
Street Maintenance Fund	4,483,286	-	-	-	-	-	-	4,483,286
Streets Funds	1,781,588	2,693,740	2,506,185	800,000	-	-	(612,445)	1,169,143
Drainage & Stormwater Funds	1,361,957	1,117,090	704,041	260,000	64,570	-	217,619	1,579,576
Grant Funds (1)	970,410	445,070	15,000	166,760	(100,000)	-	163,310	1,133,720
Developer Contribution/Mitigation Funds	2,827,142	110,310	-	-	-	-	110,310	2,937,452
Special Assessment Districts	7,190,642	2,338,100	2,875,159	-	378,700	-	(158,359)	7,032,283
Other Assessment Funds (1)	740,790	987,160	140,000	150,000	(625,000)	-	72,160	812,950
Debt Service Funds	26,585	286,310	-	-	1,369,600	1,656,485	(575)	26,010
Water Utility Funds	4,590,872	27,000,120	24,381,518	1,860,000	(230,600)	-	528,002	5,118,874
Sewer Utility Funds	13,035,221	8,671,950	8,819,330	2,300,000	(124,350)	-	(2,571,730)	10,463,491
Capital Replacement Funds	10,331,738	2,993,900	2,473,602	-	566,950	-	1,087,248	11,418,986
Trust Funds	4,217,325	29,550	-	-	(2,480)	-	27,070	4,244,395
City Housing Funds	3,866,666	1,021,310	-	-	47,730	-	1,069,040	4,935,706
<b>Total</b>	<b>84,008,657</b>	<b>89,879,990</b>	<b>83,002,079</b>	<b>6,606,760</b>	<b>675,100</b>	<b>1,656,485</b>	<b>(710,234)</b>	<b>83,298,423</b>

(1) These expenditures are directly charged to these funds and are not included in the Budget by Fund allocation.

# GENERAL FUND

## Activity Detail Fund 100

The General Fund is the City's principal source for fire protection, law enforcement, parks and recreation, planning and engineering and other operations that are not funded by dedicated or restricted sources. The primary source of revenues for the General Fund are property taxes, sales tax, and fees for services.

	2012-13 Actual	2013-14 Actual	2014-15 Adopted	2014-15 Estimated	2015-16 Proposed	2016-17 Proposed
<b>FUNDS AVAILABLE</b>						
Beginning Fund Balance- July 1	17,673,350	17,687,970	22,101,289	22,101,289	23,015,948	22,609,566
<b>REVENUES</b>						
Taxes & Franchises						
<i>Sales Tax</i>	11,564,533	11,564,533	12,387,930	12,589,833	13,093,430	13,486,230
<i>Property Tax</i>	20,095,254	18,301,031	15,887,800	16,446,884	17,246,490	17,726,050
<i>Franchise Fees, TOT</i>	2,709,013	2,829,913	2,799,930	3,011,532	2,968,340	2,960,680
Fees, Permits & Services	4,856,263	3,551,490	4,909,600	5,285,476	5,185,760	5,305,190
Use of Property, Grants, Other	4,097,970	5,746,851	2,766,980	2,669,672	2,704,750	2,707,230
<b>Total General Fund Revenues</b>	<b>43,323,033</b>	<b>41,993,818</b>	<b>38,752,240</b>	<b>40,003,397</b>	<b>41,198,770</b>	<b>42,185,380</b>
<b>TOTAL FUNDS AVAILABLE</b>	<b>60,996,383</b>	<b>59,681,788</b>	<b>60,853,529</b>	<b>62,104,686</b>	<b>64,214,718</b>	<b>64,794,946</b>
<b>EXPENDITURES</b>						
Operating Expenses						
Legislative and Admin. Services	794,889	827,424	1,080,190	1,016,600	1,259,770	1,231,129
Administrative Services	2,157,825	1,933,784	2,136,357	2,229,214	2,436,150	2,452,998
Community Services	4,733,922	4,912,545	5,156,270	5,252,480	5,569,150	5,699,750
Development Services	3,779,577	3,817,727	3,754,656	4,227,099	3,938,398	4,105,620
Public Works	3,954,035	4,069,404	4,317,252	4,170,786	4,864,014	4,917,267
Safety Services	19,422,840	20,303,104	21,398,360	21,250,334	21,972,210	22,876,580
Redevelopment Services	-	-	-	-	-	-
Allowance for Oper. Bgt. Savings	-	-	-	-	(187,560)	(196,100)
<b>Total Operating Expenses</b>	<b>34,843,089</b>	<b>35,863,988</b>	<b>37,843,085</b>	<b>38,146,513</b>	<b>39,852,132</b>	<b>41,087,244</b>
Capital Projects	(26,229)	(13,316)	187,000	219,500	643,000	1,070,000
Program Expenses	(255,300)	246,769	25,000	124,694	-	-
<b>Total Programs/Capital Projects</b>	<b>(281,529)</b>	<b>233,453</b>	<b>212,000</b>	<b>344,194</b>	<b>643,000</b>	<b>1,070,000</b>
<b>TOTAL EXPENDITURES</b>	<b>34,561,560</b>	<b>36,097,441</b>	<b>38,055,085</b>	<b>38,490,707</b>	<b>40,495,132</b>	<b>42,157,244</b>
<b>TRANSFERS/LOANS</b>						
Transnet Loan	-	-	-	-	-	-
Pension Stabiliz. Fund Trans. In/(Out)	-	-	-	-	-	-
Street Loan Repayment	-	-	-	-	-	-
Park Fund Loan Repayment	-	-	-	-	-	-
RDA Loan In/(Out)	-	-	-	-	-	-
All Other Transfers In/(Out)	(8,757,996)	(1,485,747)	(616,620)	(598,031)	(1,110,020)	(1,070,020)
Encumbrance Roll Forward	-	-	(18,133)	-	-	-
Other Fund Balance Activity	11,144	2,689	-	-	-	-
<b>TOTAL TRANSFERS/LOANS</b>	<b>(8,746,852)</b>	<b>(1,483,058)</b>	<b>(634,753)</b>	<b>(598,031)</b>	<b>(1,110,020)</b>	<b>(1,070,020)</b>
<b>NET FUND ACTIVITY</b>	<b>14,621</b>	<b>4,413,319</b>	<b>62,402</b>	<b>914,659</b>	<b>(406,382)</b>	<b>(1,041,884)</b>
<b>ENDING FUND BALANCE</b>	<b>17,687,970</b>	<b>22,101,289</b>	<b>22,163,691</b>	<b>23,015,948</b>	<b>22,609,566</b>	<b>21,567,682</b>

# ECONOMIC UNCERTAINTY FUND

## Activity Detail - Fund 101

This fund was created by transfers from the General Fund. It will be drawn upon as necessary to help mitigate actions by the State, possible reductions in State funding, or unforeseen effects of the economy.

	2012-13 Actual	2013-14 Actual	2014-15 Adopted	2014-15 Estimated	2015-16 Proposed	2016-17 Proposed
<b>FUNDS AVAILABLE</b>						
Beginning Fund Balance- July 1	3,100,000	3,100,000	3,100,000	3,100,000	3,100,000	3,100,000
<b>REVENUES</b>	-	-	-	-	-	-
<b>TOTAL FUNDS AVAILABLE</b>	<b>3,100,000</b>	<b>3,100,000</b>	<b>3,100,000</b>	<b>3,100,000</b>	<b>3,100,000</b>	<b>3,100,000</b>
<b>EXPENDITURES</b>						
Operating Expenses	-	-	-	-	-	-
Legislative and Admin. Services	-	-	-	-	-	-
Administrative Services	-	-	-	-	-	-
Community Services	-	-	-	-	-	-
Development Services	-	-	-	-	-	-
Public Works	-	-	-	-	-	-
Safety Services	-	-	-	-	-	-
Redevelopment Services	-	-	-	-	-	-
Indirect Cost Allocation	-	-	-	-	-	-
Total Operating Expenses	-	-	-	-	-	-
Capital Projects	-	-	-	-	-	-
Program Expenses	-	-	-	-	-	-
Total Programs/Capital Projects	-	-	-	-	-	-
<b>TOTAL EXPENDITURES</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>
TRANSFERS In/(Out)	-	-	-	-	-	-
LOANS In/(Out)	-	-	-	-	-	-
ENCUMB. ROLL FORWARD	-	-	-	-	-	-
OTHER FUND BALANCE ACTIVITY	-	-	-	-	-	-
<b>TOTAL OTHER SOURCES/USES</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>
<b>NET FUND ACTIVITY</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>
<b>ENDING FUND BALANCE</b>	<b>3,100,000</b>	<b>3,100,000</b>	<b>3,100,000</b>	<b>3,100,000</b>	<b>3,100,000</b>	<b>3,100,000</b>

# SPECIAL PROJECTS FUND

## Activity Detail - Fund 102

This fund is used to account for the sources and uses of monies available through tax sharing agreements. There are no active agreements in effect for FY 2014-15.

	2012-13 Actual	2013-14 Actual	2014-15 Adopted	2014-15 Estimated	2015-16 Proposed	2016-17 Proposed
<b>FUNDS AVAILABLE</b>						
Beginning Fund Balance- July 1	641,250	641,250	-	-	-	-
<b>REVENUES</b>	-	-	-	-	-	-
<b>TOTAL FUNDS AVAILABLE</b>	<b>641,250</b>	<b>641,250</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>
<b>EXPENDITURES</b>						
Operating Expenses	-	-	-	-	-	-
Legislative and Admin. Services	-	-	-	-	-	-
Administrative Services	-	-	-	-	-	-
Community Services	-	-	-	-	-	-
Development Services	-	-	-	-	-	-
Public Works	-	-	-	-	-	-
Safety Services	-	-	-	-	-	-
Redevelopment Services	-	-	-	-	-	-
Indirect Cost Allocation	-	-	-	-	-	-
Total Operating Expenses	-	-	-	-	-	-
Capital Projects	-	-	-	-	-	-
Program Expenses	-	-	-	-	-	-
Total Programs/Capital Projects	-	-	-	-	-	-
<b>TOTAL EXPENDITURES</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>
TRANSFERS In/(Out)	-	(641,250)	-	-	-	-
LOANS In/(Out)	-	-	-	-	-	-
ENCUMB. ROLL FORWARD	-	-	-	-	-	-
OTHER FUND BALANCE ACTIVITY	-	-	-	-	-	-
<b>TOTAL OTHER SOURCES/USES</b>	<b>0</b>	<b>(641,250)</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>
<b>NET FUND ACTIVITY</b>	<b>0</b>	<b>(641,250)</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>
<b>ENDING FUND BALANCE</b>	<b>641,250</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>

# PENSION STABILIZATION FUND

## Activity Detail - Fund 104

This fund was created by transfers from the General Fund to address potential future pension rate increases when impacted by volatile markets.

	2012-13 Actual	2013-14 Actual	2014-15 Adopted	2014-15 Estimated	2015-16 Proposed	2016-17 Proposed
<b>FUNDS AVAILABLE</b>						
Beginning Fund Balance- July 1	2,424,868	2,424,868	2,424,868	2,424,868	2,424,868	2,424,868
<b>REVENUES</b>	-	-	-	-	-	-
<b>TOTAL FUNDS AVAILABLE</b>	<b>2,424,868</b>	<b>2,424,868</b>	<b>2,424,868</b>	<b>2,424,868</b>	<b>2,424,868</b>	<b>2,424,868</b>
<b>EXPENDITURES</b>						
Operating Expenses	-	-	-	-	-	-
Legislative and Admin. Services	-	-	-	-	-	-
Administrative Services	-	-	-	-	-	-
Community Services	-	-	-	-	-	-
Development Services	-	-	-	-	-	-
Public Works	-	-	-	-	-	-
Safety Services	-	-	-	-	-	-
Redevelopment Services	-	-	-	-	-	-
Indirect Cost Allocation	-	-	-	-	-	-
Total Operating Expenses	-	-	-	-	-	-
Capital Projects	-	-	-	-	-	-
Program Expenses	-	-	-	-	-	-
Total Programs/Capital Projects	-	-	-	-	-	-
<b>TOTAL EXPENDITURES</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>
TRANSFERS In/(Out)	-	-	-	-	-	-
LOANS In/(Out)	-	-	-	-	-	-
ENCUMB. ROLL FORWARD	-	-	-	-	-	-
OTHER FUND BALANCE ACTIVITY	-	-	-	-	-	-
<b>TOTAL OTHER SOURCES/USES</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>
<b>NET FUND ACTIVITY</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>
<b>ENDING FUND BALANCE</b>	<b>2,424,868</b>	<b>2,424,868</b>	<b>2,424,868</b>	<b>2,424,868</b>	<b>2,424,868</b>	<b>2,424,868</b>

# STORMWATER CLAIM FUND

## Activity Detail - Fund 105

This fund was created by a transfer from the General Fund to fund the stormwater claim process.

	2012-13 Actual	2013-14 Actual	2014-15 Adopted	2014-15 Estimated	2015-16 Proposed	2016-17 Proposed
<b>FUNDS AVAILABLE</b>						
Beginning Fund Balance- July 1	-	-	-	-	-	-
<b>REVENUES</b>						
	-	-	-	-	-	-
<b>TOTAL FUNDS AVAILABLE</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>
<b>EXPENDITURES</b>						
Operating Expenses	-	-	-	-	-	-
Legislative and Admin. Services	-	-	-	-	-	-
Administrative Services	-	-	-	-	-	-
Community Services	-	-	-	-	-	-
Development Services	-	-	-	-	-	-
Public Works	-	-	-	-	-	-
Safety Services	-	-	-	-	-	-
Redevelopment Services	-	-	-	-	-	-
Indirect Cost Allocation	-	-	-	-	-	-
Total Operating Expenses	-	-	-	-	-	-
Capital Projects	-	-	-	-	-	-
Program Expenses	(323,259)	-	-	-	-	-
Total Programs/Capital Projects	(323,259)	-	-	-	-	-
<b>TOTAL EXPENDITURES</b>	<b>(323,259)</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>
TRANSFERS In/(Out)	(323,259)	-	-	-	-	-
LOANS (In/(Out)	-	-	-	-	-	-
ENCUMB. ROLL FORWARD	-	-	-	-	-	-
OTHER FUND BALANCE ACTIVITY	-	-	-	-	-	-
<b>TOTAL OTHER SOURCES/USES</b>	<b>(323,259)</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>
<b>NET FUND ACTIVITY</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>
<b>ENDING FUND BALANCE</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>

# CAPITAL IMPROVEMENT FUND

## Activity Detail - Fund 106

This fund was created by a transfer from the General Fund to establish a funding source for various community reinvestment Capital Improvement Projects. The original source of funds was a distribution from the Redevelopment Property Tax Trust Fund, associated with dissolution of the Redevelopment Agency. Allocating these funds for community reinvestment purposes is intended to mitigate in part the loss of Redevelopment as a financing tool for the City's Capital Improvement Program.

	2012-13 Actual	2013-14 Actual	2014-15 Adopted	2014-15 Estimated	2015-16 Proposed	2016-17 Proposed
<b>FUNDS AVAILABLE</b>						
Beginning Fund Balance- July 1	-	-	-	-	-	450,000
REVENUES	-	-	-	-	-	-
<b>TOTAL FUNDS AVAILABLE</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>450,000</b>
<b>EXPENDITURES</b>						
Operating Expenses	-	-	-	-	-	-
Legislative and Admin. Services	-	-	-	-	-	-
Administrative Services	-	-	-	-	-	-
Community Services	-	-	-	-	-	-
Development Services	-	-	-	-	-	-
Public Works	-	-	-	-	-	-
Safety Services	-	-	-	-	-	-
Redevelopment Services	-	-	-	-	-	-
Indirect Cost Allocation	-	-	-	-	-	-
Total Operating Expenses	-	-	-	-	-	-
Capital Projects	8,074,800	951,972	-	-	-	-
Program Expenses	-	-	-	-	-	-
Total Programs/Capital Projects	8,074,800	951,972	-	-	-	-
<b>TOTAL EXPENDITURES</b>	<b>8,074,800</b>	<b>951,972</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>
TRANSFERS In/(Out)	8,074,800	951,972	-	-	450,000	400,000
LOANS (In/(Out)	-	-	-	-	-	-
ENCUMB. ROLL FORWARD	-	-	-	-	-	-
OTHER FUND BALANCE ACTIVITY	-	-	-	-	-	-
<b>TOTAL OTHER SOURCES/USES</b>	<b>8,074,800</b>	<b>951,972</b>	<b>0</b>	<b>0</b>	<b>450,000</b>	<b>400,000</b>
<b>NET FUND ACTIVITY</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>450,000</b>	<b>400,000</b>
<b>ENDING FUND BALANCE</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>450,000</b>	<b>850,000</b>

# STREET MAINTENANCE FUND

## *Activity Detail Fund 103*

The Street Maintenance Fund was established to provide an as-needed, supplemental source of funds for the City's Street Maintenance Program. Appropriations from this fund can be made at the discretion of the City Council to ensure that the City can continue its high standard for maintenance of streets. The source for the fund has been Council authorized transfers from prior years' General Fund operating surpluses.

	2012-13 Actual	2013-14 Actual	2014-15 Adopted	2014-15 Estimated	2015-16 Proposed	2016-17 Proposed
<b>FUNDS AVAILABLE</b>						
Beginning Fund Balance- July 1	4,483,286	4,483,286	4,483,286	4,483,286	4,483,286	4,483,286
<b>REVENUES</b>	-		-	-	-	-
<b>TOTAL FUNDS AVAILABLE</b>	<b>4,483,286</b>	<b>4,483,286</b>	<b>4,483,286</b>	<b>4,483,286</b>	<b>4,483,286</b>	<b>4,483,286</b>
<b>EXPENDITURES</b>						
Operating Expenses						
Legislative and Admin. Services						
Administrative Services						
Community Services						
Development Services						
Public Works						
Safety Services						
Redevelopment Services						
Indirect Cost Allocation						
Total Operating Expenses	-	-	-	-	-	-
Capital Projects						
Program Expenses						
Total Programs/Capital Projects	-	-	-	-	-	-
<b>TOTAL EXPENDITURES</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>
TRANSFERS In/(Out)	-	-	-	-	-	-
LOANS In/(Out)						
ENCUMB. ROLL FORWARD						
OTHER FUND BAL. ACTIVITY						
<b>TOTAL OTHER SOURCES/USES</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>
<b>NET FUND ACTIVITY</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>
<b>ENDING FUND BALANCE</b>	<b>4,483,286</b>	<b>4,483,286</b>	<b>4,483,286</b>	<b>4,483,286</b>	<b>4,483,286</b>	<b>4,483,286</b>

# STREETS FUNDS

## Activity Detail - Funds 211-226

These funds are used to finance the construction, repair and maintenance of City streets, to construct street projects financed by developer's fees, and to account for special sales taxes to be used for street and highway projects approved by the regional transportation group. Financial Activity in this fund group also includes proceeds from AB 2928, and State measure 1B bonds for traffic reduction and safety.

	2012-13 Actual	2012-13 Actual	2014-15 Adopted	2014-15 Estimated	2015-16 Proposed	2016-17 Proposed
<b>FUNDS AVAILABLE</b>						
Beginning Fund Balance- July 1	1,344,275	1,869,896	2,648,488	2,648,488	2,299,090	1,781,588
<b>REVENUES</b>	3,564,371	3,853,739	3,088,160	2,673,731	3,086,750	2,693,740
<b>TOTAL FUNDS AVAILABLE</b>	<b>4,908,646</b>	<b>5,723,635</b>	<b>5,736,648</b>	<b>5,322,219</b>	<b>5,385,840</b>	<b>4,475,328</b>
<b>EXPENDITURES</b>						
Operating Expenses	-	-	-	-	-	-
Legislative and Admin. Services	-	-	-	-	-	-
Administrative Services	-	-	-	-	-	-
Community Services	-	-	-	-	-	-
Development Services	7,500	7,500	7,500	7,500	7,500	7,500
Public Works	3,027,229	2,455,259	3,296,038	2,865,629	3,296,752	2,498,685
Safety Services	-	-	-	-	-	-
Redevelopment Services	-	-	-	-	-	-
Indirect Cost Allocation	-	-	-	-	-	-
Total Operating Expenses	3,034,729	2,462,759	3,303,538	2,873,129	3,304,252	2,506,185
Capital Projects	-	601,722	150,000	150,000	300,000	800,000
Program Expenses	-	-	-	-	-	-
Total Programs/Capital Projects	-	601,722	150,000	150,000	300,000	800,000
<b>TOTAL EXPENDITURES</b>	<b>3,034,729</b>	<b>3,064,481</b>	<b>3,453,538</b>	<b>3,023,129</b>	<b>3,604,252</b>	<b>3,306,185</b>
TRANSFERS In/(Out)	-	-	-	-	-	-
RDA LOANS In/(Out)	-	-	-	-	-	-
LOANS	-	-	-	-	-	-
ENCUMB. ROLL FORWARD	-	-	(39,045)	-	-	-
OTHER FUND BALANCE ACTIVITY	(4,022)	(10,666)	-	-	-	-
<b>TOTAL OTHER SOURCES/USES</b>	<b>(4,022)</b>	<b>(10,666)</b>	<b>(39,045)</b>	<b>0</b>	<b>0</b>	<b>0</b>
<b>NET FUND ACTIVITY</b>	<b>525,620</b>	<b>778,592</b>	<b>(404,423)</b>	<b>(349,398)</b>	<b>(517,502)</b>	<b>(612,445)</b>
<b>ENDING FUND BALANCE</b>	<b>1,869,896</b>	<b>2,648,488</b>	<b>2,244,064</b>	<b>2,299,090</b>	<b>1,781,588</b>	<b>1,169,143</b>

# DRAINAGE AND STORMWATER FUNDS

## Activity Detail - Funds 231-233

These funds are used to finance drainage maintenance activities, construction of flood control and drainage improvements, and for stormwater program activities. The primary sources of revenue are from property tax assessments and development impact fees.

	2012-13 Actual	2013-14 Actual	2014-15 Adopted	2014-15 Estimated	2015-16 Proposed	2016-17 Proposed
<b>FUNDS AVAILABLE</b>						
Beginning Fund Balance- July 1	(200,465)	288,859	646,167	646,167	907,488	1,361,957
<b>REVENUES</b>	1,003,843	1,065,789	1,024,750	1,053,286	1,085,120	1,117,090
<b>TOTAL FUNDS AVAILABLE</b>	<b>803,378</b>	<b>1,354,648</b>	<b>1,670,917</b>	<b>1,699,453</b>	<b>1,992,608</b>	<b>2,479,047</b>
<b>EXPENDITURES</b>						
Operating Expenses						
Legislative and Admin. Services	17,859	13,929	22,092	20,985	14,217	20,909
Administrative Services	33,300	33,485	44,972	47,428	37,739	45,372
Community Services	-	-	-	-	-	-
Development Services	38,591	40,297	39,450	43,465	14,988	36,368
Public Works	517,350	566,332	566,213	544,657	628,277	601,392
Safety Services	-	-	-	-	-	-
Redevelopment Services	-	-	-	-	-	-
Indirect Cost Allocation	-	-	-	-	-	-
Total Operating Expenses	607,100	654,043	672,727	656,535	695,221	704,041
Capital Projects	(104,163)	50,000	200,000	200,000	-	260,000
Program Expenditures	-	-	-	-	-	-
Total Programs/Capital Projects	(104,163)	50,000	200,000	200,000	-	260,000
<b>TOTAL EXPENDITURES</b>	<b>502,937</b>	<b>704,043</b>	<b>872,727</b>	<b>856,535</b>	<b>695,221</b>	<b>964,041</b>
<b>TRANSFERS In/(Out)</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>
<b>RDA LOANS In/(Out)</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>64,570</b>	<b>64,570</b>	<b>64,570</b>
<b>STREET FUND LOANS (In/Out)</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>
<b>ENCUMB. ROLL FORWARD</b>	<b>-</b>	<b>-</b>	<b>(1,558)</b>	<b>-</b>	<b>-</b>	<b>-</b>
<b>OTHER FUND BALANCE ACTIVITY</b>	<b>(11,582)</b>	<b>(4,438)</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>
<b>TOTAL OTHER SOURCES/USES</b>	<b>(11,582)</b>	<b>(4,438)</b>	<b>(1,558)</b>	<b>64,570</b>	<b>64,570</b>	<b>64,570</b>
<b>NET FUND ACTIVITY</b>	<b>489,324</b>	<b>357,308</b>	<b>150,465</b>	<b>261,321</b>	<b>454,469</b>	<b>217,619</b>
<b>ENDING FUND BALANCE</b>	<b>288,859</b>	<b>646,167</b>	<b>796,632</b>	<b>907,488</b>	<b>1,361,957</b>	<b>1,579,576</b>

# GRANT FUNDS

*Activity Detail - Funds 241-257, 282-284, 714*

These funds are used to account for various grants that are received by the City. Grant programs available to the City include Federal Community Development Block Grants (CDBG), and various State grant programs for transportation improvements, recycling, law enforcement, and traffic safety.

	2012-13 Actual	2013-14 Actual	2014-15 Adopted	2014-15 Estimated	2015-16 Proposed	2016-17 Proposed
<b>FUNDS AVAILABLE</b>						
Beginning Fund Balance- July 1	512,359	498,773	469,511	469,511	807,690	970,410
<b>REVENUES</b>	805,245	517,613	436,840	724,736	444,480	445,070
<b>TOTAL FUNDS AVAILABLE</b>	<b>1,317,604</b>	<b>1,016,386</b>	<b>906,351</b>	<b>1,194,247</b>	<b>1,252,170</b>	<b>1,415,480</b>
<b>EXPENDITURES</b>						
Operating Expenses						
Legislative and Admin. Services	-	-	-	-	-	-
Administrative Services	-	-	-	-	-	-
Community Services	13,268	11,074	5,000	8,245	15,000	15,000
Development Services	-	-	-	-	-	-
Public Works	-	-	-	-	-	-
Safety Services	-	-	-	-	-	-
Redevelopment Services	-	-	-	-	-	-
Indirect Cost Allocation	-	-	-	-	-	-
Total Operating Expenses	13,268	11,074	5,000	8,245	15,000	15,000
Capital Projects	375,283	299,285	51,208	160,693	45,030	45,030
Program Expenses	329,835	136,516	116,716	117,619	121,730	121,730
Total Programs/Capital Projects	705,118	435,801	167,924	278,312	166,760	166,760
<b>TOTAL EXPENDITURES</b>	<b>718,386</b>	<b>446,875</b>	<b>172,924</b>	<b>286,557</b>	<b>181,760</b>	<b>181,760</b>
TRANSFERS In/(Out)	(100,445)	(100,000)	(100,000)	(100,000)	(100,000)	(100,000)
LOANS In/(Out)	-	-	-	-	-	-
ENCUMB. ROLL FORWARD	-	-	-	-	-	-
GRANTS OUTSTANDING	314,463	26,572	26,572	2,713	-	-
COMMITTED CAPITAL PROJECTS	(314,463)	(26,572)	(26,572)	(2,713)	-	-
OTHER FUND BALANCE ACTIVITY	-	-	-	-	-	-
<b>TOTAL OTHER SOURCES/USES</b>	<b>(100,445)</b>	<b>(100,000)</b>	<b>(100,000)</b>	<b>(100,000)</b>	<b>(100,000)</b>	<b>(100,000)</b>
<b>NET FUND ACTIVITY</b>	<b>(13,586)</b>	<b>(29,262)</b>	<b>163,916</b>	<b>338,179</b>	<b>162,720</b>	<b>163,310</b>
<b>ENDING FUND BALANCE</b>	<b>498,773</b>	<b>469,511</b>	<b>633,427</b>	<b>807,690</b>	<b>970,410</b>	<b>1,133,720</b>

# DEVELOPER CONTRIBUTION/MITIGATION FUNDS

*Activity Detail - Funds 251-252, 258, 411, 422*

These funds are used for acquisition and preservation of habitat financed by developer's fees, for financing public improvements or services that benefit the properties against which the assessments are levied, and to support fire suppression operations.

	2012-13 Actual	2013-14 Actual	2014-15 Adopted	2014-15 Estimated	2015-16 Proposed	2016-17 Proposed
<b>FUNDS AVAILABLE</b>						
Beginning Fund Balance- July 1	2,468,078	2,598,954	2,649,563	2,649,563	2,839,382	2,827,142
REVENUES	123,333	100,609	86,520	192,219	107,760	110,310
<b>TOTAL FUNDS AVAILABLE</b>	<b>2,591,411</b>	<b>2,699,563</b>	<b>2,736,083</b>	<b>2,841,782</b>	<b>2,947,142</b>	<b>2,937,452</b>
<b>EXPENDITURES</b>						
Operating Expenses						
Legislative and Admin. Services	-	-	-	-	-	-
Administrative Services	-	-	-	-	-	-
Community Services	-	-	-	-	-	-
Development Services	-	-	-	-	-	-
Public Works	-	-	-	-	-	-
Safety Services	-	-	-	-	-	-
Redevelopment Services	-	-	-	-	-	-
Indirect Cost Allocation	-	-	-	-	-	-
Total Operating Expenses	-	-	-	-	-	-
Capital Projects	(7,543)	50,000	-	2,400	120,000	-
Program Expenses	-	-	-	-	-	-
Total Programs/Capital Projects	(7,543)	50,000	-	2,400	120,000	-
<b>TOTAL EXPENDITURES</b>	<b>(7,543)</b>	<b>50,000</b>	<b>0</b>	<b>2,400</b>	<b>120,000</b>	<b>0</b>
TRANSFERS In/(Out)	-	-	-	-	-	-
LOANS In/(Out)	-	-	-	-	-	-
ENCUMB. ROLL FORWARD	-	-	-	-	-	-
OTHER FUND BALANCE ACTIVITY	-	-	-	-	-	-
<b>TOTAL OTHER SOURCES/USES</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>
<b>NET FUND ACTIVITY</b>	<b>130,876</b>	<b>50,609</b>	<b>86,520</b>	<b>189,819</b>	<b>(12,240)</b>	<b>110,310</b>
<b>ENDING FUND BALANCE</b>	<b>2,598,954</b>	<b>2,649,563</b>	<b>2,736,083</b>	<b>2,839,382</b>	<b>2,827,142</b>	<b>2,937,452</b>

# SPECIAL ASSESSMENT DISTRICT FUNDS

## Activity Detail - Funds 261-275

These funds are used to finance services and improvements that benefit the properties against which the assessments are levied. Individual funds are used to account for the City's nine landscape maintenance districts, and the lighting district (two zones).

	2012-13 Actual	2013-14 Actual	2014-15 Adopted	2014-15 Estimated	2015-16 Proposed	2016-17 Proposed
<b>FUNDS AVAILABLE</b>						
Beginning Fund Balance- July 1	6,733,071	7,055,088	7,290,908	7,290,908	7,241,414	7,190,642
<b>REVENUES</b>	2,339,548	2,320,930	2,266,450	2,309,849	2,324,200	2,338,100
<b>TOTAL FUNDS AVAILABLE</b>	<b>9,072,619</b>	<b>9,376,018</b>	<b>9,557,358</b>	<b>9,600,757</b>	<b>9,565,614</b>	<b>9,528,742</b>
<b>EXPENDITURES</b>						
Operating Expenses	-	-	-	-	-	-
Legislative and Admin. Services	32,687	49,022	52,668	50,462	56,553	60,967
Administrative Services	100,262	94,320	89,650	96,010	100,395	104,526
Community Services	-	-	-	-	-	-
Development Services	-	-	-	-	-	-
Public Works	2,213,981	2,267,314	2,573,957	2,568,787	2,585,684	2,709,666
Safety Services	-	-	-	-	-	-
Redevelopment Services	-	-	-	-	-	-
Indirect Cost Allocation	-	-	-	-	-	-
Total Operating Expenses	2,346,930	2,410,656	2,716,275	2,715,259	2,742,632	2,875,159
Capital Projects	(9,398)	-	-	-	-	-
Program Expenditures	-	-	-	-	-	-
Total Programs/Capital Projects	(9,398)	-	-	-	-	-
<b>TOTAL EXPENDITURES</b>	<b>2,337,532</b>	<b>2,410,656</b>	<b>2,716,275</b>	<b>2,715,259</b>	<b>2,742,632</b>	<b>2,875,159</b>
TRANSFERS In/(Out)	319,711	324,901	356,950	355,916	367,660	378,700
LOANS In/(Out)	-	-	-	-	-	-
ENCUMB. ROLL FORWARD	-	-	(75,685)	-	-	-
OTHER FUND BALANCE ACTIVITY	290	646	-	-	-	-
<b>TOTAL OTHER SOURCES/USES</b>	<b>320,001</b>	<b>325,547</b>	<b>281,265</b>	<b>355,916</b>	<b>367,660</b>	<b>378,700</b>
<b>NET FUND ACTIVITY</b>	<b>322,017</b>	<b>235,821</b>	<b>(168,560)</b>	<b>(49,494)</b>	<b>(50,772)</b>	<b>(158,359)</b>
<b>ENDING FUND BALANCE</b>	<b>7,055,088</b>	<b>7,290,908</b>	<b>7,122,348</b>	<b>7,241,414</b>	<b>7,190,642</b>	<b>7,032,283</b>

## OTHER ASSESSMENT FUNDS

*Activity Detail - Funds 250, 280-281, 283*

These funds are used to account for specific services supported by assessments and fees, including Fire Protection assessments, which are transferred to the General Fund for fire suppression and emergency operations, the 800 MHz regional emergency communications system, and the Household Hazardous Waste program, funded from fees on waste collection bills.

	2012-13 Actual	2013-14 Actual	2014-15 Adopted	2014-15 Estimated	2015-16 Proposed	2016-17 Proposed
<b>FUNDS AVAILABLE</b>						
Beginning Fund Balance- July 1	134,940	162,799	393,275	393,275	619,100	740,790
<b>REVENUES</b>	981,660	993,706	984,330	994,839	986,690	987,160
<b>TOTAL FUNDS AVAILABLE</b>	<b>1,116,600</b>	<b>1,156,505</b>	<b>1,377,605</b>	<b>1,388,114</b>	<b>1,605,790</b>	<b>1,727,950</b>
<b>EXPENDITURES</b>						
Operating Expenses						
Legislative and Admin. Services	-	-	-	-	-	-
Administrative Services	113,872	130,721	136,120	136,000	140,000	140,000
Community Services	-	-	-	-	-	-
Development Services	-	-	-	-	-	-
Public Works	-	-	-	-	-	-
Safety Services	-	-	-	-	-	-
Redevelopment Services	-	-	-	-	-	-
Indirect Cost Allocation	-	-	-	-	-	-
Total Operating Expenses	113,872	130,721	136,120	136,000	140,000	140,000
Capital Projects	-	-	-	-	-	-
Program Expenses	215,049	-	50,000	-	100,000	150,000
Total Programs/Capital Projects	215,049	-	50,000	-	100,000	150,000
<b>TOTAL EXPENDITURES</b>	<b>328,921</b>	<b>130,721</b>	<b>186,120</b>	<b>136,000</b>	<b>240,000</b>	<b>290,000</b>
TRANSFERS In/(Out)	(624,880)	(632,509)	(625,000)	(633,014)	(625,000)	(625,000)
LOANS In/(Out)	-	-	-	-	-	-
ENCUMB. ROLL FORWARD	-	-	-	-	-	-
DEBT SERVICE	-	-	-	-	-	-
OTHER FUND BALANCE ACTIVITY	-	-	-	-	-	-
<b>TOTAL OTHER SOURCES/USES</b>	<b>(624,880)</b>	<b>(632,509)</b>	<b>(625,000)</b>	<b>(633,014)</b>	<b>(625,000)</b>	<b>(625,000)</b>
<b>NET FUND ACTIVITY</b>	<b>27,859</b>	<b>230,476</b>	<b>173,210</b>	<b>225,825</b>	<b>121,690</b>	<b>72,160</b>
<b>ENDING FUND BALANCE</b>	<b>162,799</b>	<b>393,275</b>	<b>566,485</b>	<b>619,100</b>	<b>740,790</b>	<b>812,950</b>

# DEBT SERVICE FUNDS

## Activity Detail - Funds 311 - 336

These funds record the revenues and expenditures associated with the financing of the City's general debt, Community Facilities Districts, the High Valley Road Project, and the Old Coach Waterline Project bonds.

	2012-13 Actual	2013-14 Actual	2014-15 Adopted	2014-15 Estimated	2015-16 Proposed	2016-17 Proposed
<b>FUNDS AVAILABLE</b>						
Beginning Fund Balance- July 1	5,516,458	5,033,565	4,436,733	4,436,733	751,035	26,585
<b>REVENUES</b>	18,346,681	3,706,614	386,460	428,563	339,170	286,310
<b>TOTAL FUNDS AVAILABLE</b>	<b>23,863,139</b>	<b>8,740,179</b>	<b>4,823,193</b>	<b>4,865,296</b>	<b>1,090,205</b>	<b>312,895</b>
<b>EXPENDITURES</b>						
Operating Expenses						
Legislative and Admin. Services	-	-	-	-	-	-
Administrative Services	-	-	-	-	-	-
Community Services	-	-	-	-	-	-
Development Services	-	-	-	-	-	-
Public Works	-	-	-	-	-	-
Safety Services	-	-	-	-	-	-
Redevelopment Services	-	-	-	-	-	-
Indirect Cost Allocation	-	-	-	-	-	-
Total Operating Expenses	-	-	-	-	-	-
Capital Projects						
Program Expenses	-	-	-	-	-	-
Total Programs/Capital Projects	-	-	-	-	-	-
<b>TOTAL EXPENDITURES</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>
TRANSFERS In/(Out)	451,310	471,475	485,540	485,540	952,400	1,369,600
LOANS In/(Out)	(160,000)	(170,000)	(170,000)	(170,000)	(200,000)	-
ENCUMB. ROLL FORWARD	-	-	-	-	-	-
DEBT SERVICE	(19,946,068)	(4,623,136)	(4,598,040)	(4,618,228)	(3,254,290)	(1,739,280)
OTHER FUND BALANCE ACTIVITY	825,184	18,215	-	188,427	1,438,270	82,795
<b>TOTAL OTHER SOURCES/USES</b>	<b>(18,829,574)</b>	<b>(4,303,446)</b>	<b>(4,282,500)</b>	<b>(4,114,261)</b>	<b>(1,063,620)</b>	<b>(286,885)</b>
<b>NET FUND ACTIVITY</b>	<b>(482,893)</b>	<b>(596,832)</b>	<b>(3,896,040)</b>	<b>(3,685,698)</b>	<b>(724,450)</b>	<b>(575)</b>
<b>ENDING FUND BALANCE</b>	<b>5,033,565</b>	<b>4,436,733</b>	<b>540,693</b>	<b>751,035</b>	<b>26,585</b>	<b>26,010</b>

# WATER UTILITY FUNDS

## Activity Detail - Funds 510-511

Water Utility funds include the Water Utility Operating Fund, an enterprise fund that is self-supported by fees paid by users, and the Water Utilities Improvement Fund, which is used to account for development fees collected to fund improvements that increase the system's capacity.

	2012-13 Actual	2013-14 Actual	2014-15 Adopted	2014-15 Estimated	2015-16 Proposed	2016-17 Proposed
<b>FUNDS AVAILABLE</b>						
Beginning Fund Balance- July 1	4,148,403	4,871,209	4,672,359	4,672,359	5,190,321	4,590,872
<b>REVENUES</b>	22,267,198	23,461,628	22,685,350	24,224,282	25,181,500	27,000,120
<b>TOTAL FUNDS AVAILABLE</b>	<b>26,415,601</b>	<b>28,332,837</b>	<b>27,357,709</b>	<b>28,896,641</b>	<b>30,371,821</b>	<b>31,590,992</b>
<b>EXPENDITURES</b>						
Operating Expenses						
Legislative and Admin. Services	591,759	575,919	685,242	655,920	751,083	773,087
Administrative Services	1,113,918	1,163,644	1,335,307	1,382,251	1,427,636	1,459,689
Community Services	-	-	-	-	-	-
Development Services	115,772	170,951	248,851	261,584	296,045	194,517
Public Works	17,997,948	19,781,391	19,861,486	20,004,313	21,215,875	22,005,685
Safety Services	-	-	-	-	-	-
Redevelopment Services	-	-	-	-	-	-
Allowance for Oper Bgt Savings	-	-	-	-	(50,370)	(51,460)
Total Operating Expenses	19,819,396	21,691,905	22,130,886	22,304,068	23,640,269	24,381,518
Capital Projects	1,036,954	848,118	800,000	739,762	1,900,000	1,860,000
Program Expenses	-	-	50,000	160,238	-	-
Total Programs/Capital Projects	1,036,954	848,118	850,000	900,000	1,900,000	1,860,000
<b>TOTAL EXPENDITURES</b>	<b>20,856,350</b>	<b>22,540,023</b>	<b>22,980,886</b>	<b>23,204,068</b>	<b>25,540,269</b>	<b>26,241,518</b>
TRANSFERS In/(Out)	(254,910)	(280,507)	(293,330)	(305,642)	(317,960)	(317,670)
RDA LOANS In/(Out)	-	-	-	87,070	87,070	87,070
ENCUMB. ROLL FORWARD	-	-	(10,393)	-	-	-
DEBT SERVICE	(282,592)	(273,414)	(283,680)	(283,680)	(282,080)	-
OTHER FUND BAL. ACTIVITY	(150,539)	(566,534)	-	-	272,290	-
<b>TOTAL OTHER SOURCES/USES</b>	<b>(688,041)</b>	<b>(1,120,455)</b>	<b>(587,403)</b>	<b>(502,252)</b>	<b>(240,680)</b>	<b>(230,600)</b>
<b>NET FUND ACTIVITY</b>	<b>722,807</b>	<b>(198,850)</b>	<b>(882,939)</b>	<b>517,962</b>	<b>(599,449)</b>	<b>528,002</b>
<b>ENDING FUND BALANCE</b>	<b>4,871,209</b>	<b>4,672,359</b>	<b>3,789,420</b>	<b>5,190,321</b>	<b>4,590,872</b>	<b>5,118,874</b>

# SEWER UTILITY FUNDS

## Activity Detail - Funds 520-521

Sewer Utility funds include the Sewer Utility Operating Fund, an enterprise fund that is self-supported by fees paid by users, and the Sewer Utilities Improvement Fund, which is used to account for development fees collected to fund improvements that increase the system's capacity.

	2012-13 Actual	2013-14 Actual	2014-15 Adopted	2014-15 Estimated	2015-16 Proposed	2016-17 Proposed
<b>FUNDS AVAILABLE</b>						
Beginning Fund Balance- July 1	17,209,420	15,213,777	14,246,928	14,246,928	13,441,537	13,035,221
<b>REVENUES</b>	7,332,144	7,544,053	7,388,760	7,501,732	8,190,890	8,671,950
<b>TOTAL FUNDS AVAILABLE</b>	<b>24,541,564</b>	<b>22,757,830</b>	<b>21,635,688</b>	<b>21,748,660</b>	<b>21,632,427</b>	<b>21,707,171</b>
<b>EXPENDITURES</b>						
Operating Expenses						
Legislative and Admin. Services	452,696	372,460	368,610	353,422	373,750	442,894
Administrative Services	696,011	780,580	851,592	867,467	842,434	939,584
Community Services	-	-	-	-	-	-
Development Services	154,361	161,189	146,303	162,302	99,598	245,121
Public Works	7,378,500	6,703,965	7,224,973	6,974,315	7,082,094	7,220,051
Safety Services	-	-	-	-	-	-
Redevelopment Services	-	-	-	-	-	-
Allowance for Oper. Bgt. Savings	-	-	-	-	(25,200)	(28,320)
Total Operating Expenses	8,681,567	8,018,194	8,591,478	8,357,506	8,372,676	8,819,330
Capital Projects	643,938	500,000	-	-	300,000	2,300,000
Program Expenses	-	-	-	-	-	-
Total Programs/Capital Projects	643,938	500,000	-	-	300,000	2,300,000
<b>TOTAL EXPENDITURES</b>	<b>9,325,505</b>	<b>8,518,194</b>	<b>8,591,478</b>	<b>8,357,506</b>	<b>8,672,676</b>	<b>11,119,330</b>
<b>TRANSFERS In/(Out)</b>	<b>(152,678)</b>	<b>(161,218)</b>	<b>(166,870)</b>	<b>(158,917)</b>	<b>(163,830)</b>	<b>(163,650)</b>
<b>RDA LOANS In/(Out)</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>39,300</b>	<b>39,300</b>	<b>39,300</b>
<b>CFD #88-1/STREET LOANS In/(Out)</b>	<b>160,000</b>	<b>170,000</b>	<b>170,000</b>	<b>170,000</b>	<b>200,000</b>	<b>-</b>
<b>ENCUMB. ROLL FORWARD</b>	<b>-</b>	<b>-</b>	<b>(11,494)</b>	<b>-</b>	<b>-</b>	<b>-</b>
<b>DEBT SERVICE</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>
<b>OTHER FUND BAL. ACTIVITY</b>	<b>(9,603)</b>	<b>(1,490)</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>
<b>TOTAL OTHER SOURCES/USES</b>	<b>(2,281)</b>	<b>7,292</b>	<b>(8,364)</b>	<b>50,383</b>	<b>75,470</b>	<b>(124,350)</b>
<b>NET FUND ACTIVITY</b>	<b>(1,995,642)</b>	<b>(966,849)</b>	<b>(1,211,082)</b>	<b>(805,391)</b>	<b>(406,316)</b>	<b>(2,571,730)</b>
<b>ENDING FUND BALANCE</b>	<b>15,213,777</b>	<b>14,246,928</b>	<b>13,035,846</b>	<b>13,441,537</b>	<b>13,035,221</b>	<b>10,463,491</b>

# CAPITAL REPLACEMENT FUNDS

## Activity Detail - Funds 611, 617

The capital replacement funds are used to finance the replacement of City vehicles, major equipment and rehabilitation of public facilities. The revenue for this fund comes from rental fees charged to each of the divisions that have been assigned vehicles or equipment and the sale of surplus property and equipment.

	2012-13 Actual	2013-14 Actual	2014-15 Adopted	2014-15 Estimated	2015-16 Proposed	2016-17 Proposed
<b>FUNDS AVAILABLE</b>						
Beginning Fund Balance- July 1	10,277,521	11,336,226	13,137,068	13,137,068	12,840,315	10,331,738
REVENUES	2,599,870	3,409,935	2,849,500	2,905,817	2,941,320	2,993,900
<b>TOTAL FUNDS AVAILABLE</b>	<b>12,877,391</b>	<b>14,746,161</b>	<b>15,986,568</b>	<b>16,042,885</b>	<b>15,781,635</b>	<b>13,325,638</b>
<b>EXPENDITURES</b>						
Operating Expenses						
Legislative and Admin. Services	31,754	94,002	56,117	53,161	86,665	64,115
Administrative Services	1,397,477	1,524,914	1,259,242	1,780,429	2,679,827	1,104,970
Community Services	-	-	-	-	-	-
Development Services	-	-	15,300	15,381	130,271	77,964
Public Works	1,042,461	1,097,676	1,085,652	1,075,874	1,148,484	1,226,553
Safety Services	-	-	-	-	-	-
Redevelopment Services	-	-	-	-	-	-
Indirect Cost Allocation	-	-	-	-	-	-
Total Operating Expenses	2,471,692	2,716,592	2,416,311	2,924,845	4,045,247	2,473,602
Capital Projects	-	-	275,700	799,356	1,971,600	-
Program Expenses	-	9,780	-	-	-	-
Total Programs/Capital Projects	-	9,780	275,700	799,356	1,971,600	-
<b>TOTAL EXPENDITURES</b>	<b>2,471,692</b>	<b>2,726,372</b>	<b>2,692,011</b>	<b>3,724,201</b>	<b>6,016,847</b>	<b>2,473,602</b>
TRANSFERS In/(Out)	927,985	1,115,441	521,700	521,631	566,950	566,950
LOANS In/(Out)	-	-	-	-	-	-
ENCUMB. ROLL FORWARD	-	-	(2,111)	-	-	-
OTHER FUND BAL. ACTIVITY	2,542	1,838	-	-	-	-
<b>TOTAL OTHER SOURCES/USES</b>	<b>930,527</b>	<b>1,117,279</b>	<b>519,589</b>	<b>521,631</b>	<b>566,950</b>	<b>566,950</b>
<b>NET FUND ACTIVITY</b>	<b>1,058,705</b>	<b>1,800,842</b>	<b>677,078</b>	<b>(296,753)</b>	<b>(2,508,577)</b>	<b>1,087,248</b>
<b>ENDING FUND BALANCE</b>	<b>11,336,226</b>	<b>13,137,068</b>	<b>13,814,146</b>	<b>12,840,315</b>	<b>10,331,738</b>	<b>11,418,986</b>

# TRUST FUNDS

## Activity Detail - Funds 254, 711-782

Trust funds are used to account for proprietary trusts that have been donated to the City for specific, designated uses. This fund group includes 23 individual funds, which include the Library Endowment, Tree Trust, Sensitive Lands Acquisition, and various trusts for park improvements and law enforcement uses.

	2012-13 Actual	2013-14 Actual	2014-15 Adopted	2014-15 Estimated	2015-16 Proposed	2016-17 Proposed
<b>FUNDS AVAILABLE</b>						
Beginning Fund Balance- July 1	4,983,581	4,418,694	3,920,615	3,920,615	4,215,855	4,217,325
<b>REVENUES</b>	1,000,425	792,859	19,840	388,878	28,840	29,550
<b>TOTAL FUNDS AVAILABLE</b>	<b>5,984,006</b>	<b>5,211,553</b>	<b>3,940,455</b>	<b>4,309,493</b>	<b>4,244,695</b>	<b>4,246,875</b>
<b>EXPENDITURES</b>						
Operating Expenses						
Legislative and Admin. Services	-	-	-	-	-	-
Administrative Services	-	-	-	-	-	-
Community Services	40,570	42,271	-	50,000	-	-
Development Services	847,076	1,266,574	-	-	-	-
Public Works	-	-	-	-	-	-
Safety Services	-	-	-	-	-	-
Redevelopment Services	-	-	-	-	-	-
Indirect Cost Allocation	-	-	-	-	-	-
Total Operating Expenses	887,646	1,308,845	-	50,000	-	-
Capital Projects	653,748	(23,779)	-	-	25,000	-
Program Expenses	20,000	2,450	-	42,825	-	-
Total Programs/Capital Projects	673,748	(21,329)	-	42,825	25,000	-
<b>TOTAL EXPENDITURES</b>	<b>1,561,394</b>	<b>1,287,516</b>	<b>0</b>	<b>92,825</b>	<b>25,000</b>	<b>0</b>
TRANSFERS In/(Out)	(3,918)	(3,422)	(1,150)	(813)	(2,370)	(2,480)
DEVELOPER DEPOSITS	-	-	-	-	-	-
ENCUMB. ROLL FORWARD	-	-	-	-	-	-
OTHER FUND BALANCE ACTIVITY	-	-	-	-	-	-
<b>TOTAL OTHER SOURCES/USES</b>	<b>(3,918)</b>	<b>(3,422)</b>	<b>(1,150)</b>	<b>(813)</b>	<b>(2,370)</b>	<b>(2,480)</b>
<b>NET FUND ACTIVITY</b>	<b>(564,887)</b>	<b>(498,079)</b>	<b>18,690</b>	<b>295,240</b>	<b>1,470</b>	<b>27,070</b>
<b>ENDING FUND BALANCE</b>	<b>4,418,694</b>	<b>3,920,615</b>	<b>3,939,305</b>	<b>4,215,855</b>	<b>4,217,325</b>	<b>4,244,395</b>

# CITY HOUSING FUNDS

## Activity Detail Fund 416-417, 429

Housing Funds are used to increase the supply of housing for low and moderate income residents under the direction of the Poway Housing Authority. Effective February 1, 2012, redevelopment agencies were dissolved by State Legislative action. This action eliminated the 20% share of tax increment revenue set aside for housing. The source of funds for City Housing is now limited to Housing Special Programs (fund 429), proceeds from Tax Allocation Bonds (fund 417), and income produced by Housing Authority properties (fund 416).

	2012-13 Actual	2013-14 Actual	2014-15 Adopted	2014-15 Estimated	2015-16 Proposed	2016-17 Proposed
<b>FUNDS AVAILABLE</b>						
Beginning Fund Balance- July 1	2,575,404	3,792,780	4,809,133	4,809,133	2,799,796	3,866,666
<b>REVENUES</b>	1,925,117	1,030,355	893,170	1,013,933	1,019,140	1,021,310
<b>TOTAL FUNDS AVAILABLE</b>	<b>4,500,521</b>	<b>4,823,135</b>	<b>5,702,303</b>	<b>5,823,066</b>	<b>3,818,936</b>	<b>4,887,976</b>
<b>EXPENDITURES</b>						
Operating Expenses						
Legislative and Admin. Services	-	-	-	-	-	-
Administrative Services	-	-	-	-	-	-
Community Services	-	-	-	-	-	-
Development Services	7,741	16,202	-	63,000	-	-
Public Works	-	-	-	-	-	-
Safety Services	-	-	-	-	-	-
Redevelopment Services	-	-	-	-	-	-
Indirect Cost Allocation	-	-	-	-	-	-
Total Operating Expenses	7,741	16,202	-	63,000	-	-
Capital Projects	-	-	-	-	-	-
Program Expenses	700,000	-	-	58,000	-	-
Total Programs/Capital Projects	700,000	-	-	58,000	-	-
<b>TOTAL EXPENDITURES</b>	<b>707,741</b>	<b>16,202</b>	<b>0</b>	<b>121,000</b>	<b>0</b>	<b>0</b>
TRANSFERS In/(Out)	-	-	-	(2,950,000)	-	-
RDA LOANS In/(Out)	-	-	-	47,730	47,730	47,730
ENCUMBRANCE ROLL FORWARD	-	-	-	-	-	-
DEBT SERVICE	-	-	-	-	-	-
OTHER FUND BALANCE ACTIVITY	-	2,200	-	-	-	-
<b>TOTAL OTHER SOURCES/USES</b>	<b>0</b>	<b>2,200</b>	<b>0</b>	<b>(2,902,270)</b>	<b>47,730</b>	<b>47,730</b>
<b>NET FUND ACTIVITY</b>	<b>1,217,376</b>	<b>1,016,353</b>	<b>893,170</b>	<b>(2,009,337)</b>	<b>1,066,870</b>	<b>1,069,040</b>
<b>ENDING FUND BALANCE</b>	<b>3,792,780</b>	<b>4,809,133</b>	<b>5,702,303</b>	<b>2,799,796</b>	<b>3,866,666</b>	<b>4,935,706</b>

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## TRANSFERS BY FUND GROUP

This schedule shows the inter-fund transfers for the City and Successor Agency to the Redevelopment Agency for FY 2015-16. Transfers are generally required to maintain proper separation of financial activity between funds while allowing revenues or expenditures to be reflected within the appropriate department, division, or project. For example, the Landscape & Lighting Funds are receiving \$367,660 from the General Fund (column 1, row 1) to reimburse the districts for expenditures on services that benefit the City at large.

Fiscal Year 2015-16		Transfers/Loans-Out						
Transfers/Loans-In	General Fund	Grant Funds	Other			Trust Funds	Successor Agency	Total
			Assessment Funds	Water Fund	Sewer Fund			
General Fund		100,000	625,000		2,370		727,370	
Landscape & Lighting Funds	367,660						367,660	
Debt Service Funds	626,730			192,140	115,700	17,830	952,400	
Water Fund							0	
Capital Replacement Funds	393,000			125,820	48,130		566,950	
Capital Improvement Fund	450,000						450,000	
<b>Total</b>	<b>1,837,390</b>	<b>100,000</b>	<b>625,000</b>	<b>317,960</b>	<b>163,830</b>	<b>2,370</b>	<b>3,064,380</b>	

## TRANSFERS BY FUND GROUP

This schedule shows the inter-fund transfers for the City and Successor Agency to the Redevelopment Agency for FY 2016-17. Transfers are generally required to maintain proper separation of financial activity between funds while allowing revenues or expenditures to be reflected within the appropriate department, division, or project. For example, the Landscape & Lighting Funds are receiving \$367,660 from the General Fund (column 1, row 1) to reimburse the districts for expenditures on services that benefit the City at large.

Fiscal Year 2016-17		Transfers/Loans-Out						
Transfers/Loans-In	General Fund	Grant Funds	Other			Trust Funds	Successor Agency	Total
			Assessment Funds	Water Fund	Sewer Fund			
General Fund		100,000	625,000			2,480		727,480
Landscape & Lighting Funds	378,700							378,700
Debt Service Funds	625,800			191,850	115,520		436,430	1,369,600
Water Fund								0
Capital Replacement Funds	393,000			125,820	48,130			566,950
Capital Improvement Fund	400,000							400,000
<b>Total</b>	<b>1,797,500</b>	<b>100,000</b>	<b>625,000</b>	<b>317,670</b>	<b>163,650</b>	<b>2,480</b>	<b>436,430</b>	<b>3,442,730</b>

**INTERFUND LOANS**

Fund	Beginning Balance-7/1/15			Fiscal Year 2015-2016			Ending Balance-6/30/2016			Fiscal Year 2016-2017			Ending Balance-6/30/2017		
	Principal	Interest (1)	Total	New Loans	Current Interest (2)	Payback	Principal	Interest (1)	Total	New Loans	Current Interest (2)	Payback	Principal	Interest (1)	Total
<b>General Fund to:</b>															
Street Development (221)	491,071	560,752	1,051,823	-	4,910	-	491,071	565,662	1,056,733	-	5,400	-	491,071	571,062	1,062,133
Park Improvement (411)	307,228	350,822	658,050	-	3,070	-	307,228	353,892	661,120	-	3,380	-	307,228	357,272	664,500
<b>Drainage AB 1600 Fund to:</b>															
Street Development (221)	17,576	3,714	21,290	-	180	-	17,576	3,894	21,470	-	190	-	17,576	4,084	21,660
<b>Sewer Fund to:</b>															
Street AB 1600 (222)	214,500	167,038	381,538	-	2,150	-	214,500	169,188	383,688	-	2,360	-	214,500	171,548	386,048
CFD #88-1 (335)	200,000	-	200,000	-	-	200,000 <sup>(3)</sup>	-	-	-	-	-	-	-	-	-
<b>TOTAL</b>	<b>1,230,375</b>	<b>1,082,326</b>	<b>2,312,701</b>	<b>0</b>	<b>10,310</b>	<b>200,000</b>	<b>1,030,375</b>	<b>1,092,636</b>	<b>2,123,011</b>	<b>0</b>	<b>11,330</b>	<b>0</b>	<b>1,030,375</b>	<b>1,103,966</b>	<b>2,134,341</b>

1. For reference only-not accrued in either receivable or payable fund-estimated balance as of 7/01/15.

2. Interest rate for loans is the City's estimated average investment rate of return: FY 2015-2016 - 1.0% & FY 2016-17 - 1.1%.

3. Loan estimated to be paid off on 7/1/15.

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# REVENUES BY FUND

## CITY OF POWAY

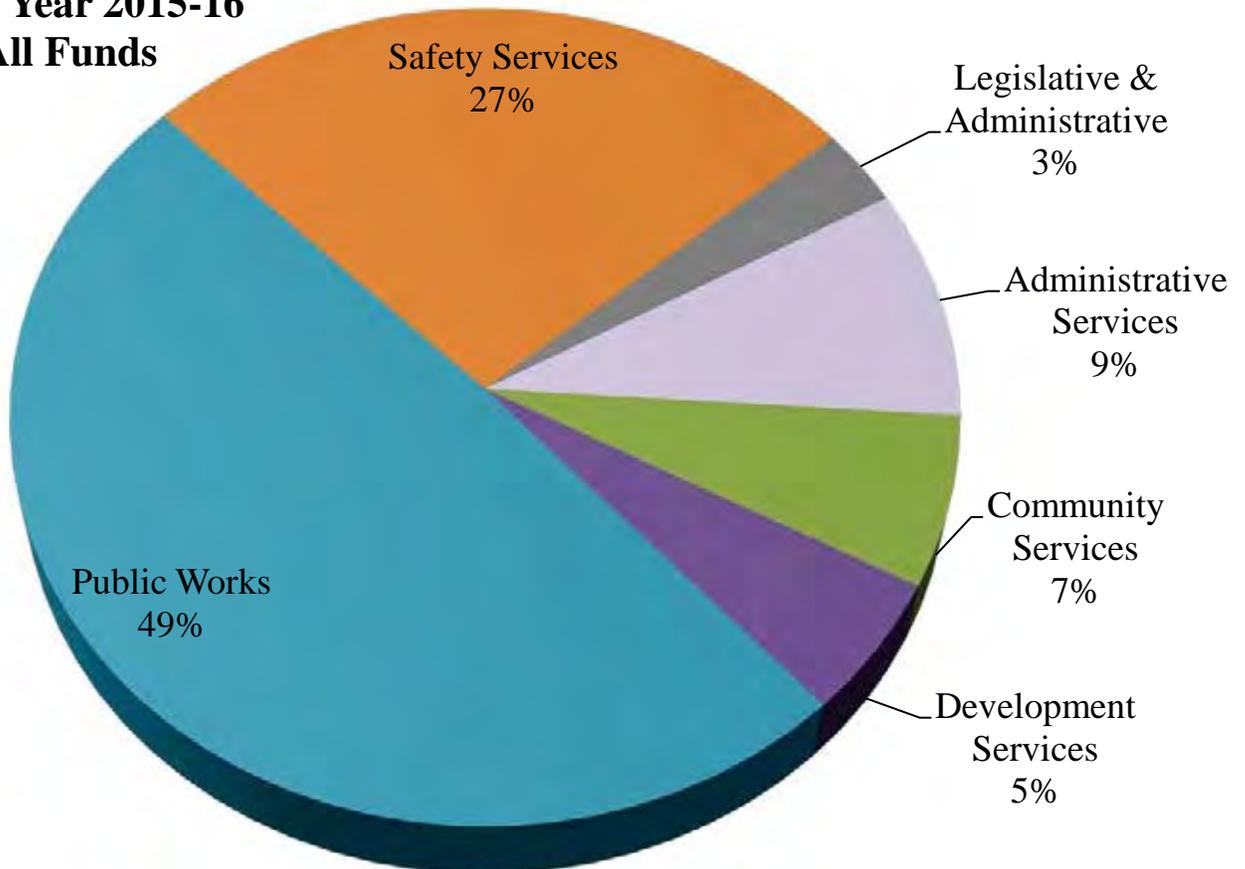
	FY 2012-13 Actual	FY 2013-14 Actual	FY 2014-15 Approved	FY 2014-15 Estimated	FY 2015-16 Proposed	FY 2016-17 Proposed
General Fund (100)	\$ 43,323,033	\$ 41,993,818	\$ 38,752,240	\$ 40,003,397	\$ 41,198,770	\$ 42,185,380
Economic Uncertainty Fund (101)	-	-	-	-	-	-
Special Projects Fund (102)	-	-	-	-	-	-
Pension Stabilization Fund (104)	-	-	-	-	-	-
Streets Funds (211-226)	3,564,371	3,853,739	3,088,160	2,673,731	3,086,750	2,693,740
Street Maintenance Fund (103)	-	-	-	-	-	-
Drainage & Stormwater Funds (231-233)	1,003,843	1,065,789	1,024,750	1,053,286	1,085,120	1,117,090
Grant Funds (241-257, 282-284, 714)	805,245	517,613	436,840	724,736	444,480	445,070
Developer Contrib. AB 1600 Funds (251-252, 258, 411, 422)	123,333	100,609	86,520	192,219	107,760	110,310
Special Assessment District Funds (261-275)	2,339,548	2,320,930	2,266,450	2,309,849	2,324,200	2,338,100
Other Assessment Funds (250, 280-281, 283)	981,660	993,706	984,330	994,839	986,690	987,160
Debt Service Funds (311 - 336)	18,346,681	3,706,614	386,460	428,563	339,170	286,310
Water Utility Funds (510-511)	22,267,198	23,461,628	22,685,350	24,224,282	25,181,500	27,000,120
Sewer Utility Funds (520-521)	7,332,144	7,544,053	7,388,760	7,501,732	8,190,890	8,671,950
Capital Replacement and Facility Funds (611, 617)	2,599,870	3,409,935	2,849,500	2,905,817	2,941,320	2,993,900
Trust Funds (254, 711-782)	1,000,425	792,859	19,840	388,878	28,840	29,550
City Housing Funds (416-417, 429)	1,925,117	1,030,355	893,170	1,013,933	1,019,140	1,021,310
<b>Revenue Grand Total</b>	<b>\$ 105,612,468</b>	<b>\$ 90,791,648</b>	<b>\$ 80,862,370</b>	<b>\$ 84,415,262</b>	<b>\$ 86,934,630</b>	<b>\$ 89,879,990</b>

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# CITY OF POWAY OPERATING EXPENDITURES

Department	Personnel	Operations and Maintenance	Capital Outlay	Total Program Expenditures
Legislative & Administrative	1,808,040	725,040	8,960	<b>2,542,040</b>
Administrative Services	2,688,560	2,083,470	2,752,150	<b>7,524,180</b>
Community Services	3,190,020	2,119,970	259,160	<b>5,569,150</b>
Development Services	2,877,710	1,541,980	67,110	<b>4,486,800</b>
Public Works	8,969,950	30,849,680	1,001,550	<b>40,821,180</b>
Safety Services	9,078,430	12,263,740	630,040	<b>21,972,210</b>
<b>Grand Total</b>	<b>28,612,710</b>	<b>49,583,880</b>	<b>4,718,970</b>	<b>82,915,560</b>

**Fiscal Year 2015-16  
All Funds**

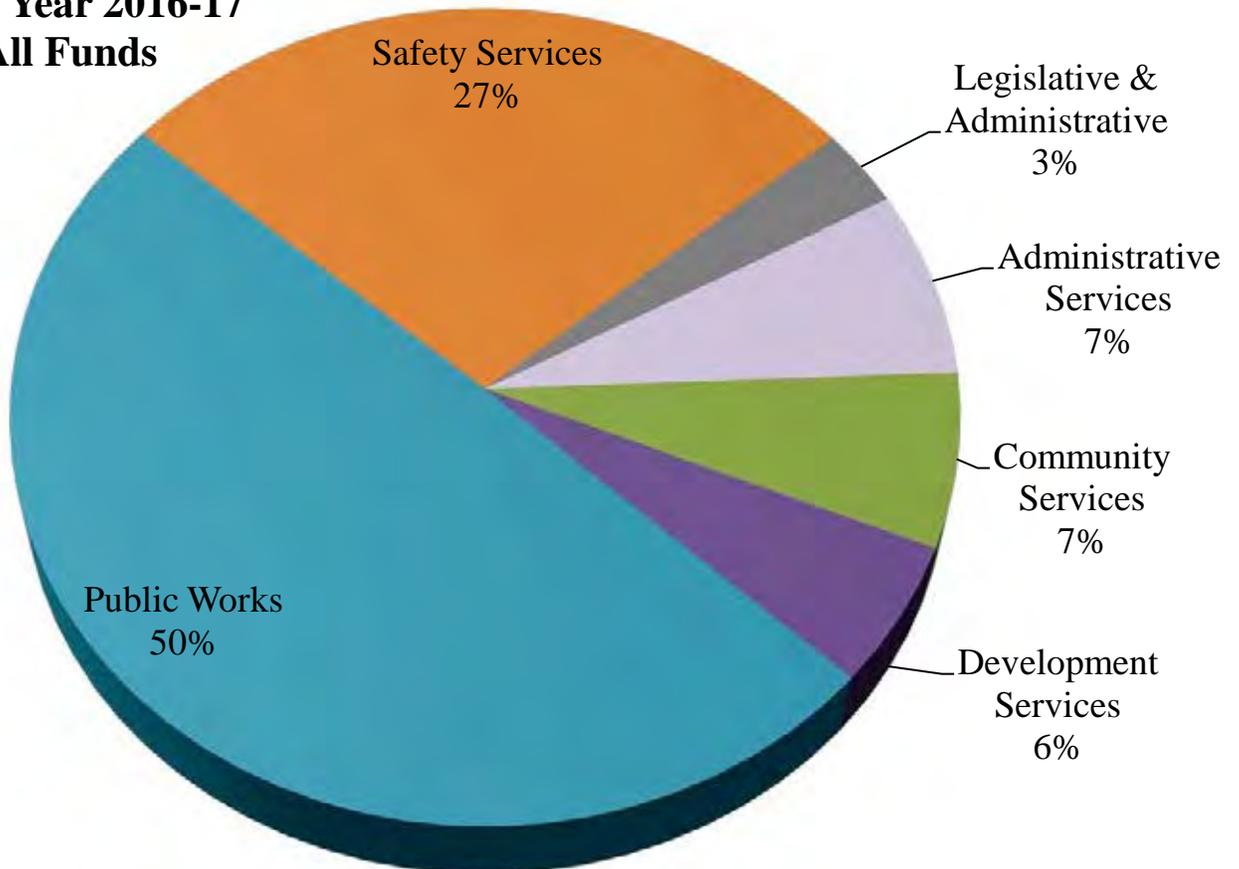


<b>BUDGET BY FUND</b>					<b>GAS TAX/</b>	<b>CAPITAL</b>	<b>SPECIAL</b>	
<b>FY 2015 - 2016 Proposed</b>	<b>GENERAL</b>	<b>WATER</b>	<b>SEWER</b>	<b>DRAINAGE</b>	<b>PROP A</b>	<b>REPLACE.</b>	<b>DISTRICTS</b>	<b>TOTAL</b>
<u>Legislative and Administrative</u>								
City Council	114,725	91,631	42,915	1,754	-	15,749	6,976	273,750
City Clerk	185,111	147,849	69,244	2,830	-	25,411	11,255	441,700
City Attorney	99,638	79,581	37,271	1,523	-	13,678	6,058	237,750
City Manager	522,376	432,022	224,321	8,111	-	31,827	32,264	1,250,920
Economic Development	337,920	-	-	-	-	-	-	337,920
Department Total	1,259,770	751,083	373,750	14,217	-	86,665	56,553	2,542,040
<u>Administrative Services</u>								
Director	428,667	159,258	134,093	284	-	8,358	1,130	731,790
Human Resources	406,015	113,000	58,385	11,081	-	17,166	6,683	612,330
Customer Services	89,966	224,091	205,806	199	-	44	1,553	521,660
Finance	406,428	187,465	72,283	8,696	-	44,380	29,459	748,710
Information Technology	447,994	320,478	227,917	5,942	-	22,861	15,677	1,040,870
General Support Services	302,220	165,063	56,126	4,498	-	42,970	17,893	588,770
Risk Management	354,860	258,282	87,823	7,039	-	50,237	27,999	786,240
Equip. Replacement & Facilities	-	-	-	-	-	2,493,810	-	2,493,810
Department Total	2,436,150	1,427,636	842,434	37,739	-	2,679,827	100,395	7,524,180
<u>Community Services</u>								
Director	939,140	-	-	-	-	-	-	939,140
Recreation	372,540	-	-	-	-	-	-	372,540
Lake Operations	878,610	-	-	-	-	-	-	878,610
Aquatics	807,970	-	-	-	-	-	-	807,970
Performing Arts Center	1,151,160	-	-	-	-	-	-	1,151,160
Old Poway Park	453,310	-	-	-	-	-	-	453,310
Library	59,350	-	-	-	-	-	-	59,350
Interpretive Services	109,030	-	-	-	-	-	-	109,030
Community Park	798,040	-	-	-	-	-	-	798,040
Department Total	5,569,150	-	-	-	-	-	-	5,569,150
<u>Development Services</u>								
Director	748,363	43,369	18,909	3,420	-	17,178	-	831,240
Current Planning	1,103,550	-	-	-	-	-	-	1,103,550
Building and Safety Inspection	838,220	-	-	-	-	-	-	838,220
Capital Projects Engineering	105,849	217,972	34,417	-	7,500	113,093	-	478,830
Land Development Engineering	541,720	-	-	-	-	-	-	541,720
Engineering Inspection	138,816	34,704	46,272	11,568	-	-	-	231,360
Traffic Engineering	95,130	-	-	-	-	-	-	95,130
Stormwater Compliance	284,250	-	-	-	-	-	-	284,250
Housing Authority/Programs	39,500	-	-	-	-	-	-	39,500
Successor Agency Admin.	43,000	-	-	-	-	-	-	43,000
Department Total	3,938,398	296,045	99,598	14,988	7,500	130,271	-	4,486,800
<u>Public Works</u>								
Director	249,996	424,483	170,408	29,164	-	37,652	41,476	953,180
Utility Systems Oper. & Maint.	-	816,190	816,190	-	-	-	-	1,632,380
Water Supply, Treatment, Storage	-	16,947,480	-	-	-	-	-	16,947,480
Wastewater Disposal	-	-	4,659,860	-	-	-	-	4,659,860
Water Transmission/Distribution	-	1,406,100	-	-	-	-	-	1,406,100
Wastewater Collection Maint.	-	-	996,650	-	-	-	-	996,650
Reclaimed Water Supply	-	821,048	205,262	-	-	-	-	1,026,310
Maintenance Operations	93,995	229,332	95,394	38,979	-	13,972	10,118	481,790
Street Maintenance	1,100,000	128,239	54,959	-	3,296,752	-	-	4,579,950
Stormwater & Flood Control	440,316	-	-	538,164	-	-	-	978,480
Vehicle Maintenance	-	-	-	-	-	1,047,320	-	1,047,320
Environmental Programs	50,534	123,294	51,286	20,956	-	7,512	5,439	259,020
Parks, Trails & Landscape Maint.	2,054,305	223,195	-	-	-	-	-	2,277,500
Facilities Maintenance	874,868	96,514	32,084	1,014	-	42,029	2,321	1,048,830
Special Districts & Contract Svcs	-	-	-	-	-	-	2,526,330	2,526,330
Department Total	4,864,014	21,215,875	7,082,094	628,277	3,296,752	1,148,484	2,585,685	40,821,180
<u>Safety Services</u>								
Director	741,750	-	-	-	-	-	-	741,750
Fire Suppression	9,265,960	-	-	-	-	-	-	9,265,960
Fire Prevention	608,900	-	-	-	-	-	-	608,900
Paramedics	394,280	-	-	-	-	-	-	394,280
Law Enforcement	10,961,320	-	-	-	-	-	-	10,961,320
Department Total	21,972,210	-	-	-	-	-	-	21,972,210
<b>TOTAL EXPENDITURES</b>	<b>40,039,692</b>	<b>23,690,639</b>	<b>8,397,876</b>	<b>695,221</b>	<b>3,304,252</b>	<b>4,045,247</b>	<b>2,742,633</b>	<b>82,915,560</b>

# CITY OF POWAY OPERATING EXPENDITURES

Department	Personnel	Operations and Maintenance	Capital Outlay	Total Program Expenditures
Legislative & Administrative	1,909,260	676,280	7,560	<b>2,593,100</b>
Administrative Services	2,805,560	2,083,840	1,217,740	<b>6,107,140</b>
Community Services	3,351,620	2,132,740	215,390	<b>5,699,750</b>
Development Services	3,012,060	1,616,320	38,710	<b>4,667,090</b>
Public Works	9,443,860	30,856,830	878,610	<b>41,179,300</b>
Safety Services	9,482,130	12,811,400	583,050	<b>22,876,580</b>
<b>Grand Total</b>	<b>30,004,490</b>	<b>50,177,410</b>	<b>2,941,060</b>	<b>83,122,960</b>

**Fiscal Year 2016-17  
All Funds**

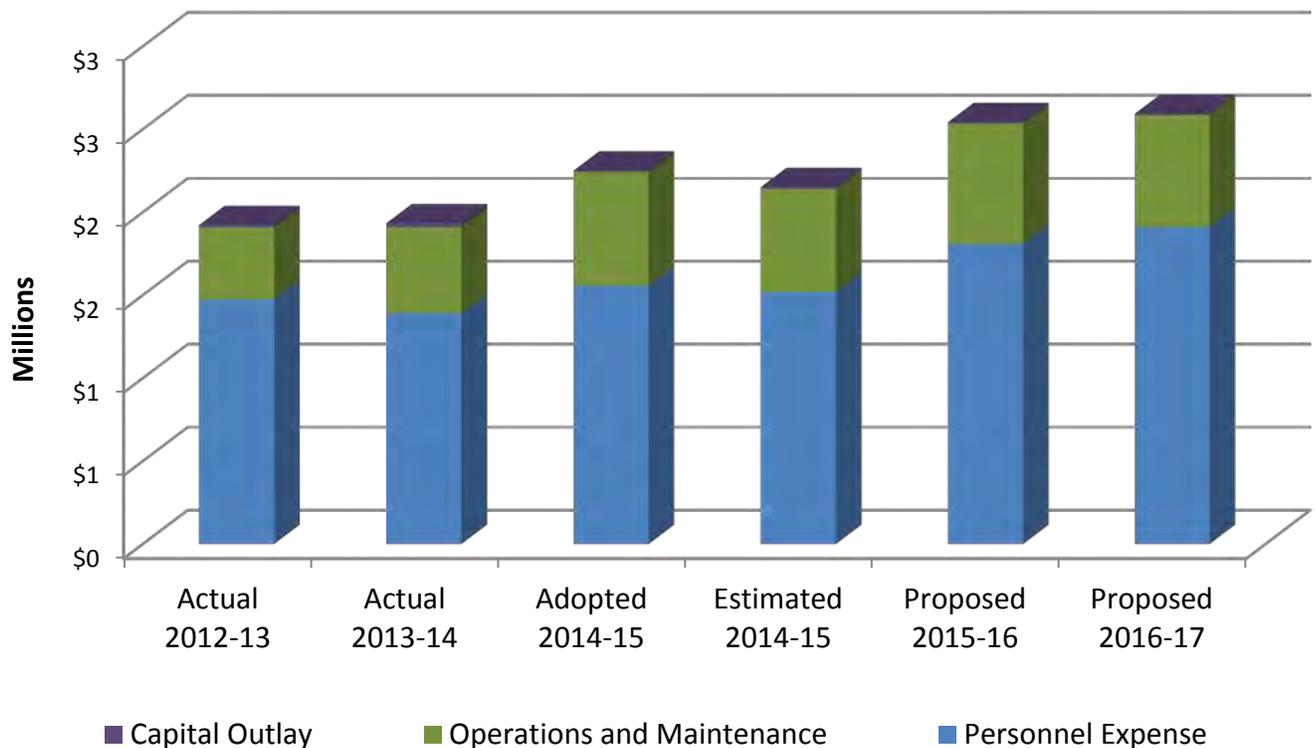


<b>BUDGET BY FUND</b>					<b>GAS TAX/</b>	<b>CAPITAL</b>	<b>SPECIAL</b>	
<b>FY 2016 - 2017 Proposed</b>	<b>GENERAL</b>	<b>WATER</b>	<b>SEWER</b>	<b>DRAINAGE</b>	<b>PROP A</b>	<b>REPLACE.</b>	<b>DISTRICTS</b>	<b>TOTAL</b>
<u>Legislative and Administrative</u>								
City Council	117,185	91,615	52,877	2,889	-	10,529	7,305	282,400
City Clerk	202,990	158,698	91,596	5,004	-	18,239	12,654	489,180
City Attorney	98,657	77,130	44,517	2,432	-	8,865	6,150	237,750
City Manager	545,328	445,643	253,904	10,585	-	26,482	34,859	1,316,800
Economic Development	266,970	-	-	-	-	-	-	266,970
Department Total	1,231,129	773,087	442,894	20,909	-	64,115	60,967	2,593,100
<u>Administrative Services</u>								
Director	445,732	158,621	147,526	1,496	-	5,201	1,204	759,780
Human Resources	346,198	96,429	54,130	10,106	-	13,468	5,869	526,200
Customer Services	94,137	232,238	213,282	208	-	46	1,619	541,530
Finance	419,196	192,650	87,770	10,525	-	36,534	30,825	777,500
Information Technology	484,167	344,355	254,621	7,360	-	19,782	17,036	1,127,320
General Support Services	305,958	170,365	71,314	6,134	-	33,447	18,772	605,990
Risk Management	357,610	265,032	110,941	9,543	-	34,492	29,202	806,820
Equip. Replacement & Facilities	-	-	-	-	-	962,000	-	962,000
Department Total	2,452,998	1,459,689	939,584	45,372	-	1,104,970	104,526	6,107,140
<u>Community Services</u>								
Director	957,030	-	-	-	-	-	-	957,030
Recreation	411,560	-	-	-	-	-	-	411,560
Lake Operations	908,670	-	-	-	-	-	-	908,670
Aquatics	797,530	-	-	-	-	-	-	797,530
Performing Arts Center	1,171,730	-	-	-	-	-	-	1,171,730
Old Poway Park	456,700	-	-	-	-	-	-	456,700
Library	60,710	-	-	-	-	-	-	60,710
Interpretive Services	111,470	-	-	-	-	-	-	111,470
Community Park	824,350	-	-	-	-	-	-	824,350
Department Total	5,699,750	-	-	-	-	-	-	5,699,750
<u>Development Services</u>								
Director	780,281	29,989	38,124	6,274	-	10,191	-	864,860
Current Planning	1,145,710	-	-	-	-	-	-	1,145,710
Building and Safety Inspection	889,840	-	-	-	-	-	-	889,840
Capital Projects Engineering	124,156	127,873	158,123	17,875	7,500	67,773	-	503,300
Land Development Engineering	535,870	-	-	-	-	-	-	535,870
Engineering Inspection	146,622	36,656	48,874	12,219	-	-	-	244,370
Traffic Engineering	96,390	-	-	-	-	-	-	96,390
Stormwater Compliance	304,250	-	-	-	-	-	-	304,250
Housing Authority/Programs	39,500	-	-	-	-	-	-	39,500
Successor Agency Admin.	43,000	-	-	-	-	-	-	43,000
Department Total	4,105,620	194,517	245,121	36,368	7,500	77,964	-	4,667,090
<u>Public Works</u>								
Director	250,721	451,862	179,182	30,078	-	40,277	44,701	996,820
Utility Systems Oper. & Maint.	-	815,275	815,275	-	-	-	-	1,630,550
Water Supply, Treatment, Storage	-	17,719,250	-	-	-	-	-	17,719,250
Wastewater Disposal	-	-	4,712,450	-	-	-	-	4,712,450
Water Transmission/Distribution	-	1,437,550	-	-	-	-	-	1,437,550
Wastewater Collection Maint.	-	-	1,087,810	-	-	-	-	1,087,810
Reclaimed Water Supply	-	811,312	202,828	-	-	-	-	1,014,140
Maintenance Operations	86,281	210,511	87,566	35,780	-	12,825	9,287	442,250
Street Maintenance	1,100,000	104,962	44,984	-	2,498,685	-	-	3,748,630
Stormwater & Flood Control	419,031	-	-	512,149	-	-	-	931,180
Vehicle Maintenance	-	-	-	-	-	1,124,280	-	1,124,280
Environmental Programs	52,736	128,668	53,521	21,869	-	7,839	5,677	270,310
Parks, Trails & Landscape Maint.	2,110,491	229,299	-	-	-	-	-	2,339,790
Facilities Maintenance	898,008	96,996	36,436	1,516	-	41,332	2,421	1,076,710
Special Districts & Contract Svcs	-	-	-	-	-	-	2,647,580	2,647,580
Department Total	4,917,267	22,005,685	7,220,051	601,392	2,498,685	1,226,553	2,709,665	41,179,300
<u>Safety Services</u>								
Director	761,440	-	-	-	-	-	-	761,440
Fire Suppression	9,638,800	-	-	-	-	-	-	9,638,800
Fire Prevention	624,320	-	-	-	-	-	-	624,320
Paramedics	375,260	-	-	-	-	-	-	375,260
Law Enforcement	11,476,760	-	-	-	-	-	-	11,476,760
Department Total	22,876,580	-	-	-	-	-	-	22,876,580
<b>TOTAL EXPENDITURES</b>	<b>41,283,344</b>	<b>24,432,979</b>	<b>8,847,651</b>	<b>704,041</b>	<b>2,506,185</b>	<b>2,473,603</b>	<b>2,875,158</b>	<b>83,122,960</b>

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# LEGISLATIVE AND ADMINISTRATIVE DEPARTMENT

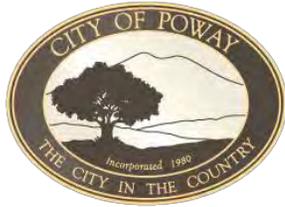
Expense Classification	2012-13 Actual	2013-14 Actual	2014-15 Adopted	2014-15 Estimated	2015-16 Proposed	2016-17 Proposed
<i>Authorized Positions</i>	7.9	8.7	9.0	9.0	11.0	11.0
Personnel Expense	\$1,474,040	\$1,390,326	\$1,556,100	\$1,519,157	\$1,808,040	\$1,909,260
Operations and Maintenance	434,043	519,846	685,401	622,087	725,040	676,280
Capital Outlay	13,560	22,584	8,310	9,306	8,960	7,560
<b>Total Department Budget</b>	<b>\$1,921,643</b>	<b>\$1,932,756</b>	<b>\$2,249,811</b>	<b>\$2,150,550</b>	<b>\$2,542,040</b>	<b>\$2,593,100</b>



## Strategic Plan Goals and Implementation

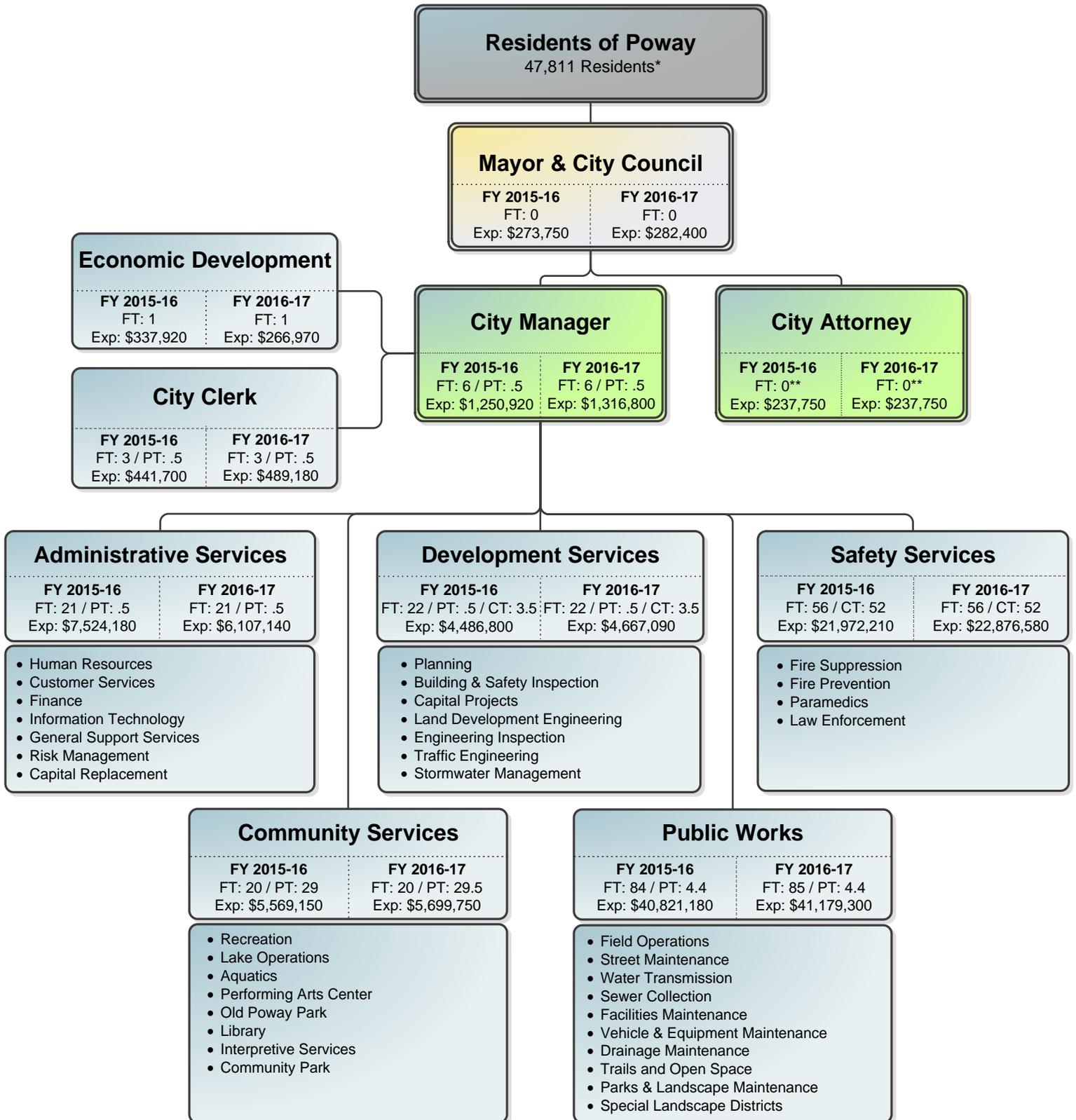
- Plan for and prepare for succession, training, and recruitment.
- Lead City efforts to develop and implement a legislative platform.
- Secure Department of Finance approval of the Successor Agency's Long Range Property Management Plan for the property owned by the former Redevelopment Agency.
- Develop and implement a water conservation and management plan to reduce community water usage.
- Create an Economic Development Strategic Plan, which incorporates a Strengths, Weaknesses, Opportunities, and Threats (SWOT) analysis.
- Develop cost effective marketing materials to attract new businesses to the City.
- Consider creating a Community Outreach Coordinator position.

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# City of Poway

FY 2015-16	FY 2016-17
Total FT: 213 / PT: 35.4 / CT: 55.5	Total FT: 214 / PT: 35.9 / CT: 55.5
Total Exp. \$82,915,560	Total Exp. \$83,122,960



FT = Full Time Equivalent  
 PT = Part Time as Full Time Equivalent  
 CT = Contract as Full Time Equivalent  
 \* 2010 Census Data  
 \*\* Contracted Service

# CITY COUNCIL

## Legislative and Administrative Department

### Division No: 0010

The City Council is comprised of five members (including the Mayor) elected at large by Poway residents to serve four-year overlapping terms. The Mayor is directly elected for a four-year term. The City Council selects a Councilmember to serve as Deputy Mayor annually.

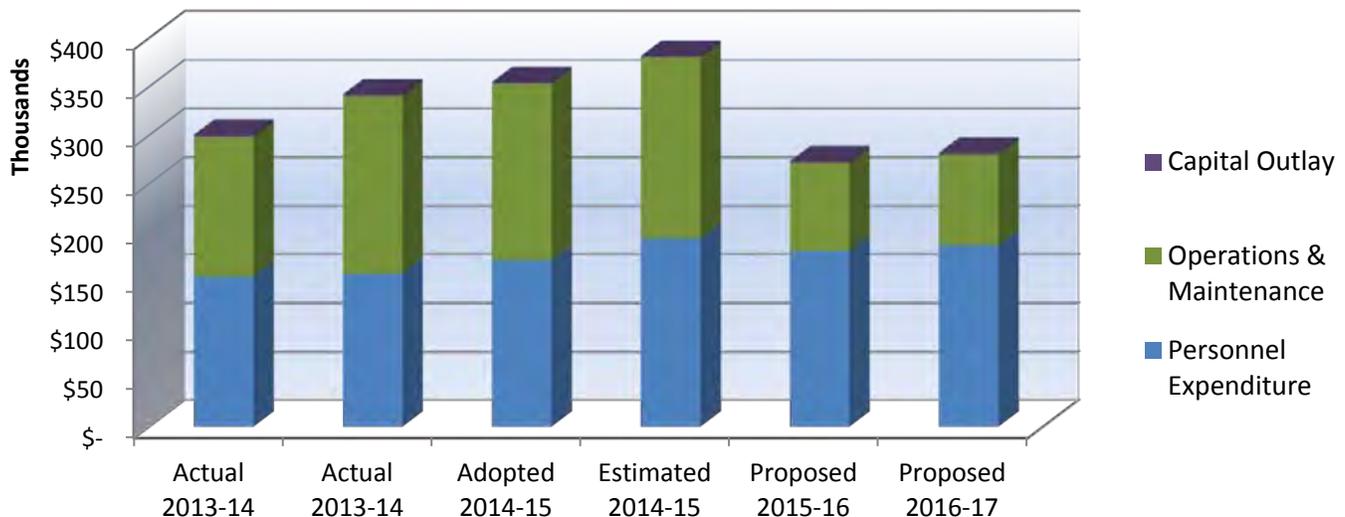
The City Council serves as the City's legislative and policy-making body, taking action on the adoption of all City ordinances, resolutions, contracts, and matters requiring policy decision and leadership. To reach policy decisions that meet the needs of the community, the Council listens to public comments and reviews proposals, while aiming to maintain desired service levels.

The City Council appoints the City Manager and City Attorney, and establishes advisory committees to ensure broad-based input into City matters. The Council oversees the expenditure of City funds, initiates new programs and service enhancements, and determines funding for the proposed budget as submitted by the City Manager.

### Division Goals & Objectives

- » To provide legislative guidance and direction for the establishment and maintenance of City programs and services.
- » To provide an open forum for direct public input and an avenue for resolving community issues.

Division Operating Budget	2013-14 Actual	2013-14 Actual	2014-15 Adopted	2014-15 Estimated	2015-16 Proposed	2016-17 Proposed
◆ Personnel Expenditure	\$ 154,974	\$ 158,408	\$ 171,580	\$ 194,200	\$ 181,620	\$ 187,360
◆ Operations & Maintenance	143,715	182,161	182,161	186,410	90,500	93,410
◆ Capital Outlay	2,260	2,200	1,630	1,630	1,630	1,630
<b>Division Total Operating Budget</b>	<b>\$ 300,949</b>	<b>\$ 342,769</b>	<b>\$ 355,371</b>	<b>\$ 382,240</b>	<b>\$ 273,750</b>	<b>\$ 282,400</b>



# CITY CLERK

## Legislative and Administrative: Department Division No: 0011

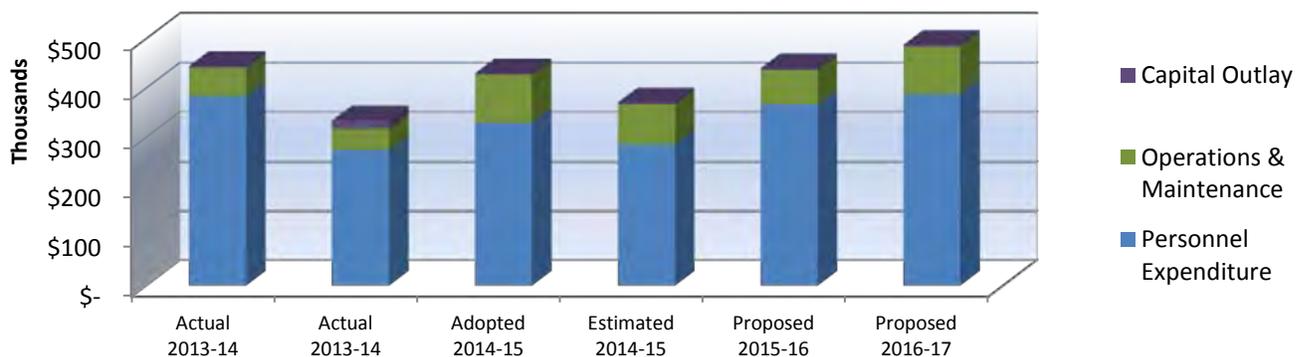
The City Clerk's Office is the division of the City Manager's office that coordinates the legislative process, administers City elections and manages City records. The Clerk serves as Secretary to the City Council, Planning Commission, Poway Housing Authority, Public Financing Authority, and Poway Oversight Board to the Successor Agency of the Poway Redevelopment Agency, with duties as outlined in the City's Municipal Code and California Government & Elections Codes. As the Elections Official, the Clerk plans, coordinates and administers municipal elections. The City Clerk serves as the Public Information Officer for the City of Poway, the editor of the quarterly Poway Today Publication, and coordinates the City's social media efforts.

The Clerk's Office is responsible for preparing the City Council and Oversight Board meeting agendas and minutes. The Division also manages the Citywide Records Management Program including records storage, use, retention, disposition and scanning of records in accordance with applicable laws and regulations. The City Clerk responds to public records requests in accordance with California's Public Records Act, maintains the City's Municipal Code, meets legal noticing requirements, administers oaths, notarizes documents, serves as filing official for campaign and conflict of interest statements, and coordinates Boards and Commissions recruitment and selection process.

### Division Goals & Objectives

- » Administer the Citywide Records Management Program for records storage, retrieval, retention and destruction; image vital, permanent City records; respond to public records requests, while complying with City, State and Federal regulations. Coordinate relocating Building Plans to Corodata for appropriate storage. Scan all City records into the document management system as they are retrieved from storage and eliminate the paper as permissible. This will not only allow for ease in public retrieval, the elimination of the paper will reduce the amount of funding required for storage of records.
- » Conduct a Citywide Electronic File Clean-up effort. Audit all department records for compliance with Council approved Records Retention Schedule.
- » Develop a communications style guide for the City of Poway.

Division Activity Statistics	2013-14 Actual	2013-14 Actual	2014-15 Adopted	2014-15 Estimated	2015-16 Proposed	2016-17 Proposed
Legal Ads & Public Hearing Notices	160	124	175	140	140	150
Documents Recorded	88	79	150	130	126	130
City/Planning/Housing/OSB Resolutions	38/24/0/5	48/17/5/3	70/30/1/10	70/30/1/5	50/34/3/10	60/35/3/10
Ordinances Processed	8	14	25	20	20	23
Minute Pages Prepared (CC/OSB)	131/17	127	255/23	160 / 20	140 / 25	150 / 25
City & RDA Contracts/Agreements	61	74/3	100	120	120	120
Public Requests for Records	135	222	170	260	250	270
Fair Political Practices Commission Filing	150	151	180	150	160	165
Boxes Destroyed per Retention Schedule	180	108	200	200	200	200
Division Operating Budget						
<i>Authorized Positions (FTE)</i>	2.9	3.3	3.0	3.0	3.5	3.5
◆ Personnel Expenditure	\$ 384,257	\$ 274,397	\$ 331,130	\$ 286,548	\$ 367,230	\$ 389,380
◆ Operations & Maintenance	58,316	44,000	96,580	81,218	71,420	96,750
◆ Capital Outlay	3,400	16,764	3,300	4,296	3,050	3,050
Division Total Operating Budget	\$ 445,973	\$ 335,161	\$ 431,010	\$ 372,062	\$ 441,700	\$ 489,180



# CITY ATTORNEY

*Legislative and Administrative Department*

*Division No: 0012*

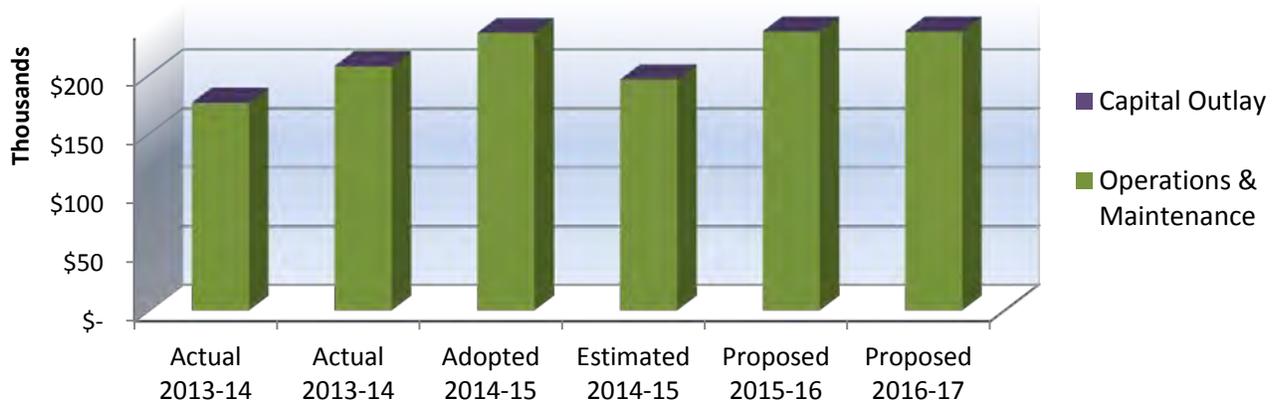
The City Council appointed City Attorney provides legal advice regarding City operations and administration. The City Attorney keeps the City Council and staff informed of new legislative or legal developments that may affect the City.

The City Attorney provides contractual legal counsel, attends meetings, and provides other specialized legal services. The City Attorney also drafts ordinances, prepares contracts, conducts legal negotiations, reviews legal documents, and may defend the City's position in court cases. The City Attorney serves as legal advisor to Council appointed committees and represents City officials and employees in legal matters relating to City business.

## Division Goals & Objectives

- » To assist the City Council in developing policies based on sound legal principles, that enable the City to accomplish its goals and objectives.
- » To keep the City Council and staff apprised of legislative and legal developments that may affect the City.
- » To prepare ordinances and resolutions necessary to implement City Council policies.
- » To keep the Municipal Code up to date.

<b>Division Operating Budget</b>	2013-14 Actual	2013-14 Actual	2014-15 Adopted	2014-15 Estimated	2015-16 Proposed	2016-17 Proposed
◆ Operations & Maintenance	\$ 176,847	\$ 207,862	\$ 236,150	\$ 196,334	\$ 237,390	\$ 237,390
◆ Capital Outlay	460	360	360	360	360	360
<b>Division Total</b>	<b>\$ 177,307</b>	<b>\$ 208,222</b>	<b>\$ 236,510</b>	<b>\$ 196,694</b>	<b>\$ 237,750</b>	<b>\$ 237,750</b>



# CITY MANAGER

*Legislative and Administrative Department*

*Division No: 0013*

The City Manager is appointed by the City Council to serve as the City's chief executive officer responsible for the overall planning, organization, and direction of municipal activities within the City.

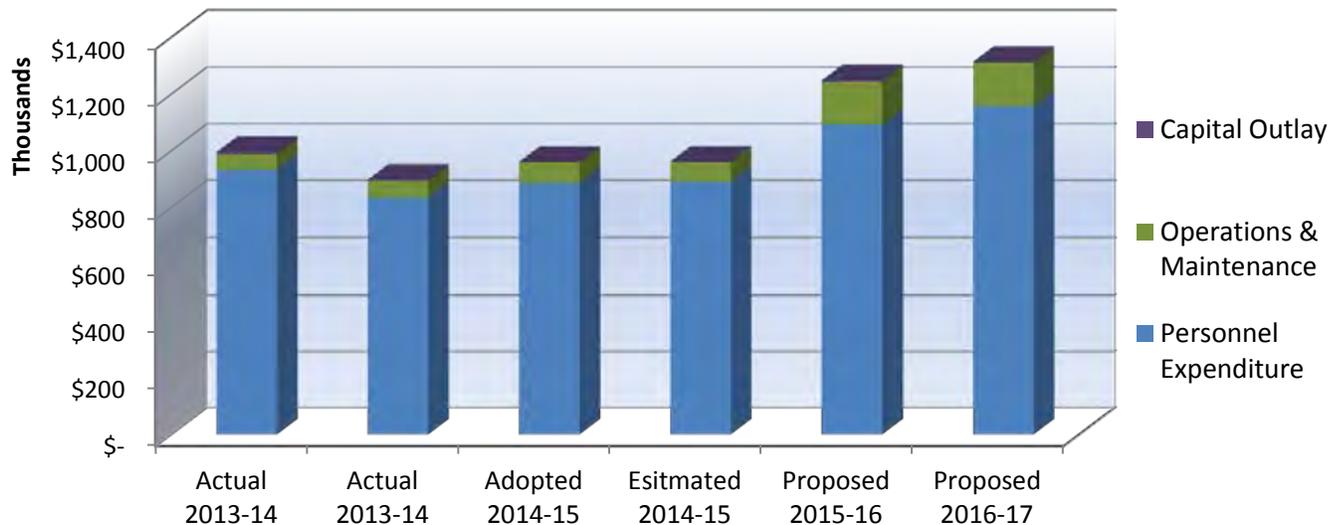
The City Manager advises the City Council on legislative and policy matters and provides recommendations to the Council to assist them in making effective and efficient policies to address the needs of the community. The City Manager is responsible for implementation and enforcement of all City ordinances, laws, and regulations. The City Manager provides direction to all City department directors and employees to ensure efficient and effective administration.

The City Manager is also responsible for the preparation, submittal to the City Council, and management of the annual budget, as well as the City's Capital Improvement Program (CIP). In addition, the City Manager regularly advises the City Council on the financial condition and needs of the City.

## Division Goals & Objectives

- » Ensure that municipal services are provided in the most efficient, effective, and responsive manner possible to meet the needs and desired service levels of the community.
- » Continue emphasis on strong financial planning by maintaining a balanced budget, reducing the cost of City services, using precise cost allocation to City funds, and improving cost recovery user fees.
- » Strengthen and maintain the City's disaster preparedness systems and training.

<b>Division Operating Budget</b>	2013-14 Actual	2013-14 Actual	2014-15 Adopted	2014-15 Esitimated	2015-16 Proposed	2016-17 Proposed
<i>Authorized Positions (FTE)</i>	5.0	4.6	5.0	5.0	6.5	6.5
◆ Personnel Expenditure	\$ 934,809	\$ 837,332	\$ 889,360	\$ 893,326	\$ 1,093,200	\$ 1,159,980
◇ Operations & Maintenance	55,165	59,631	70,830	68,461	154,160	154,660
◇ Capital Outlay	7,440	2,820	2,660	2,660	3,560	2,160
<b>Division Total</b>	<b>\$ 997,414</b>	<b>\$ 899,783</b>	<b>\$ 962,850</b>	<b>\$ 964,447</b>	<b>\$ 1,250,920</b>	<b>\$ 1,316,800</b>



# ECONOMIC DEVELOPMENT

*Legislative and Administrative Department*

*Division No: 0014*

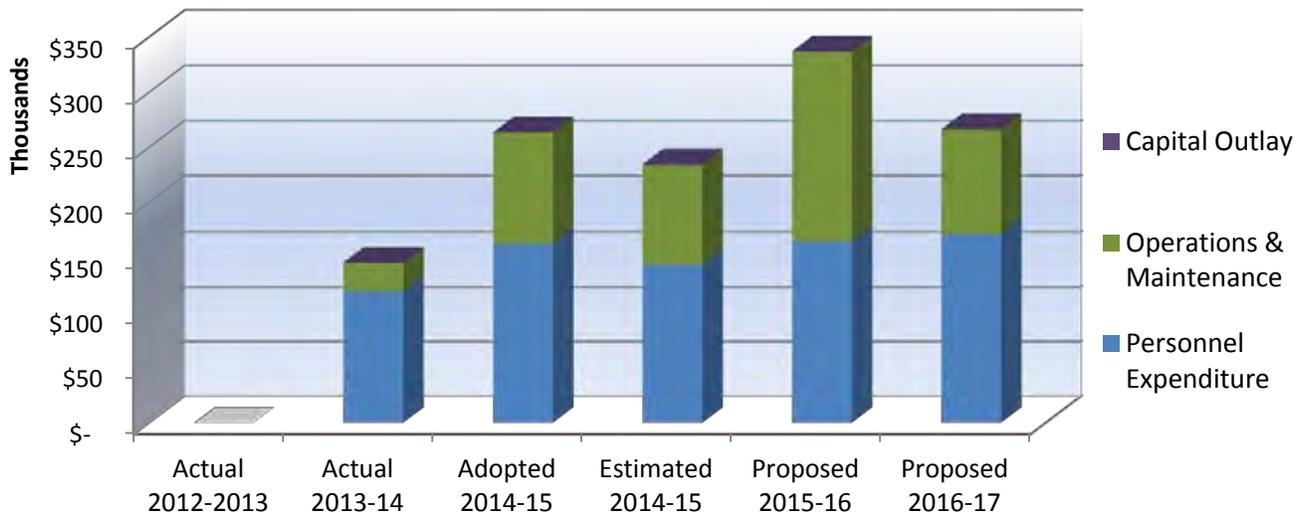
The Economic Development Division fosters a strong and diverse economic base, which supports jobs and tax revenues. The City partners with local business groups, private sector businesses and regional stakeholders to identify appropriate business and development opportunities, and disseminate business resource information, to enhance long-term economic vitality. Promoting Poway's key industries, commercial corridors, the Poway Business Park, and recreational assets ensures diverse employment opportunities for Poway's local workforce and a strong economic base to sustain a high quality of life for Poway residents.

The Economic Development Division is also responsible for facilitating disposition of the former RDA properties.

## Division Goals & Objectives

- » Develop and implement a citywide economic development strategic plan.
- » Coordinate business attraction, growth, and expansion marketing efforts through advertising, web page development, business visitations, tours, and site selection assistance.
- » Administer business assistance and retention activities through workshops, information dissemination, and networking.
- » Manage disposition of former RDA properties under the Long Range Property Management Plan.

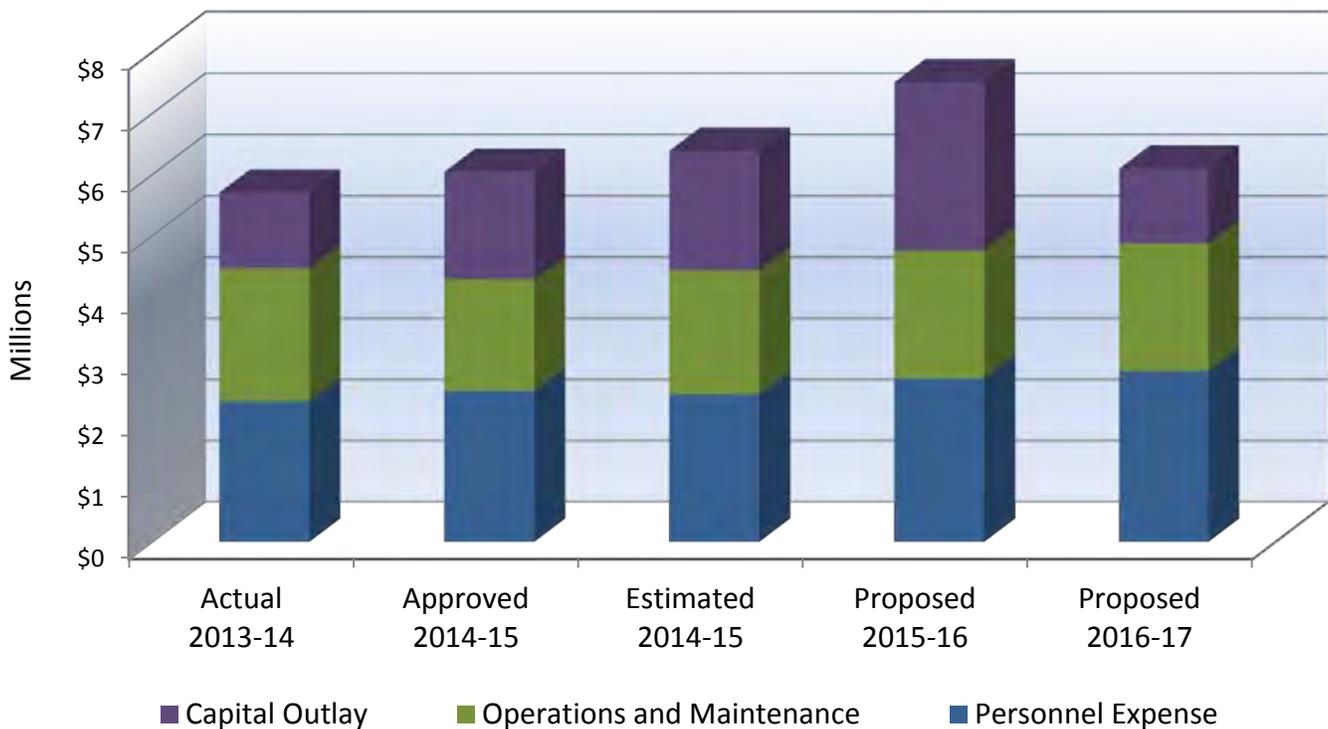
Division Activity Statistics	2012-2013 Actual	2013-14 Actual	2014-15 Adopted	2014-15 Estimated	2015-16 Proposed	2016-17 Proposed
Number of business retention visits	38	40	40	45	50	50
<b>Division Operating Budget</b> 						
<i>Authorized Positions (FTE)</i>	-	0.8	1.0	1.0	1.0	1.0
◆ Personnel Expenditure	\$ -	\$ 120,189	\$ 164,030	\$ 145,083	\$ 165,990	\$ 172,540
◆ Operations & Maintenance	-	26,192	99,680	89,664	171,570	94,070
◆ Capital Outlay	-	440	360	360	360	360
<b>Division Total</b>	\$ -	\$ 146,821	\$ 264,070	\$ 235,107	\$ 337,920	\$ 266,970



# ADMINISTRATIVE SERVICES

*Department Code: 0100*

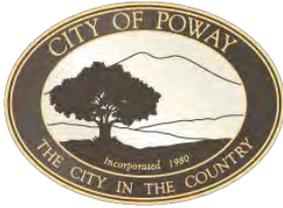
Expense Classification	2012-13 Actual	2013-14 Actual	2014-15 Approved	2014-15 Estimated	2015-16 Proposed	2016-17 Proposed
<i>Authorized Positions</i>	19.9	20.6	20.0	20.0	21.5	21.5
Personnel Expense	\$2,301,074	\$2,309,480	\$2,481,200	\$2,422,106	\$2,688,560	\$2,805,560
Operations and Maintenance	2,234,624	2,165,797	1,810,070	2,025,966	2,083,470	2,083,840
Capital Outlay	963,096	1,242,828	1,766,850	1,954,725	2,752,150	1,217,740
<b>Total Department Budget</b>	<b>\$5,498,794</b>	<b>\$5,718,105</b>	<b>\$6,058,120</b>	<b>\$6,402,797</b>	<b>\$7,524,180</b>	<b>\$6,107,140</b>



## Strategic Plan: Goals and Implementation

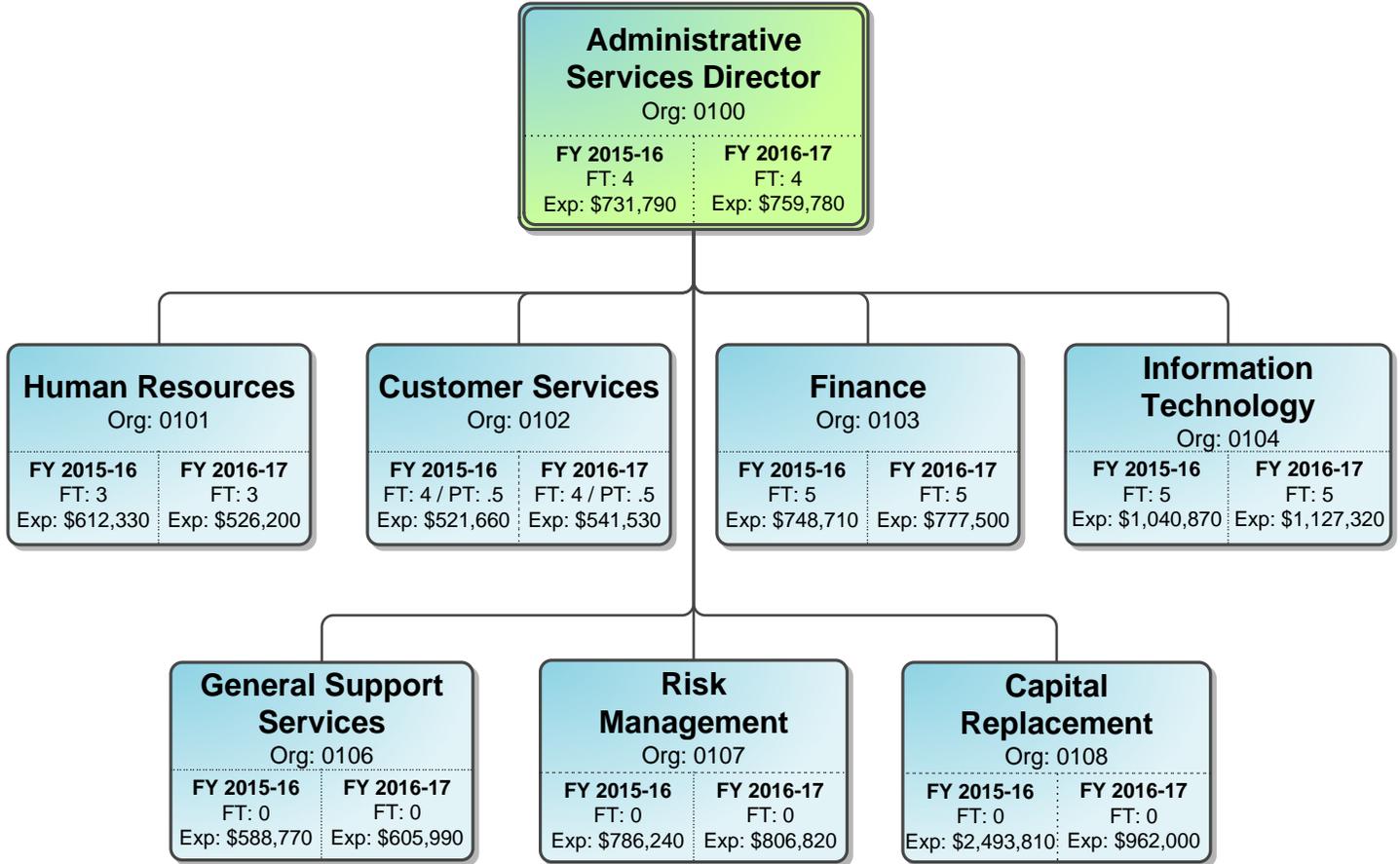
- Establish fiscal policies to regulate parameters for reserves.
- Explore alternative energy sources, such as solar power, to reduce operating costs.
- Develop and implement organization wide staff succession planning.
- Complete a classification and compensation study for the entire organization.
- Conduct a review of the City's management tools, systems, and resources.

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# Administrative Services Department

FY 2015-16	FY 2016-17
Total FT: 21 / PT: .5	Total FT: 21 / PT: .5
Total Exp. \$7,524,180	Total Exp. \$6,107,140



FT = Full Time Equivalent  
PT = Part Time as Full Time Equivalent

# DIRECTOR OF ADMINISTRATIVE SERVICES

*Administrative Services Department*

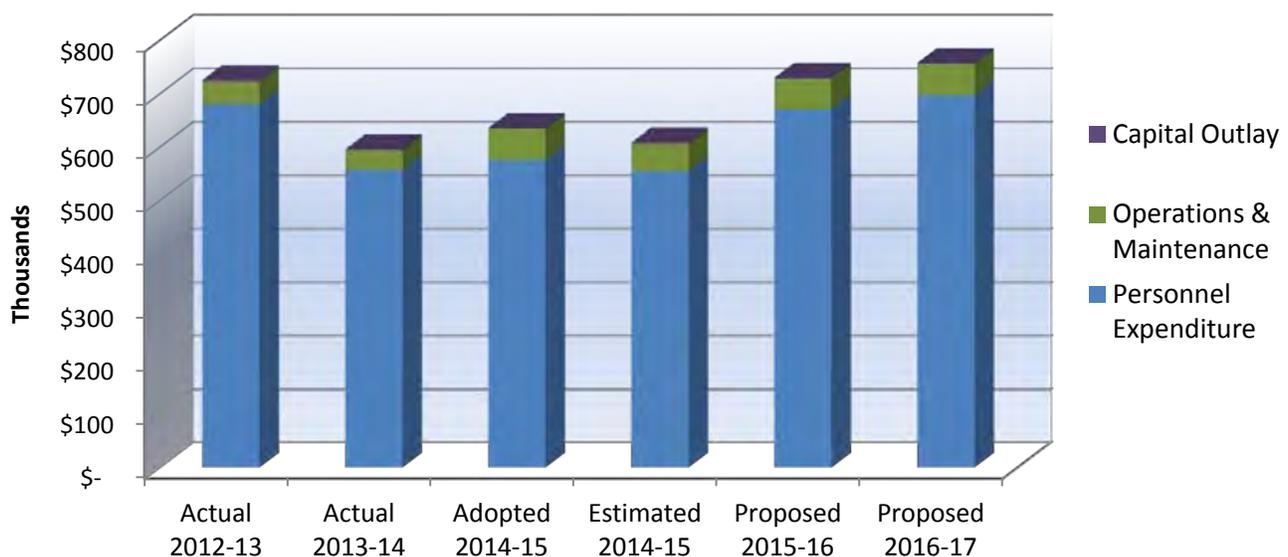
*Division No: 0100*

The Office of the Director is responsible for the internal service operations of the City. The Administrative Services Director oversees the City's Human Resources, Customer Services, Finance, Information Technology, General Support Services, Risk Management, and Capital Replacement activities. Costs directly associated with the management of the Administrative Services Department and these activities are included in this Division.

## Division Goals & Objectives

- » Complete Phase II of Enterprise Resource Planning (ERP) System replacement, to include using outside support to develop a request for proposals, identifying an ERP vendor, and developing an implementation plan.
- » Manage a Citywide Classification and Compensation Study
- » Conduct a Citywide Fair Labor Standards Act (FLSA) Audit.
- » Complete the installation of a replacement city phone system, utilizing Voice-over-Internet-Protocol (VoIP) technology.

<b>Division Operating Budget</b> 	2012-13 Actual	2013-14 Actual	2014-15 Adopted	2014-15 Estimated	2015-16 Proposed	2016-17 Proposed
<i>Authorized Positions (FTE)</i>	3.9	3.7	4.0	3.5	4.0	4.0
◆ Personnel Expenditure	\$ 681,702	\$ 560,037	\$ 577,940	\$ 556,751	\$ 672,310	\$ 698,960
◆ Operations & Maintenance	43,037	35,750	57,500	52,068	57,560	58,900
◆ Capital Outlay	2,740	2,400	1,920	1,920	1,920	1,920
<b>Division Total</b>	<b>\$ 727,479</b>	<b>\$ 598,187</b>	<b>\$ 637,360</b>	<b>\$ 610,739</b>	<b>\$ 731,790</b>	<b>\$ 759,780</b>



# HUMAN RESOURCES

## Administrative Services Department

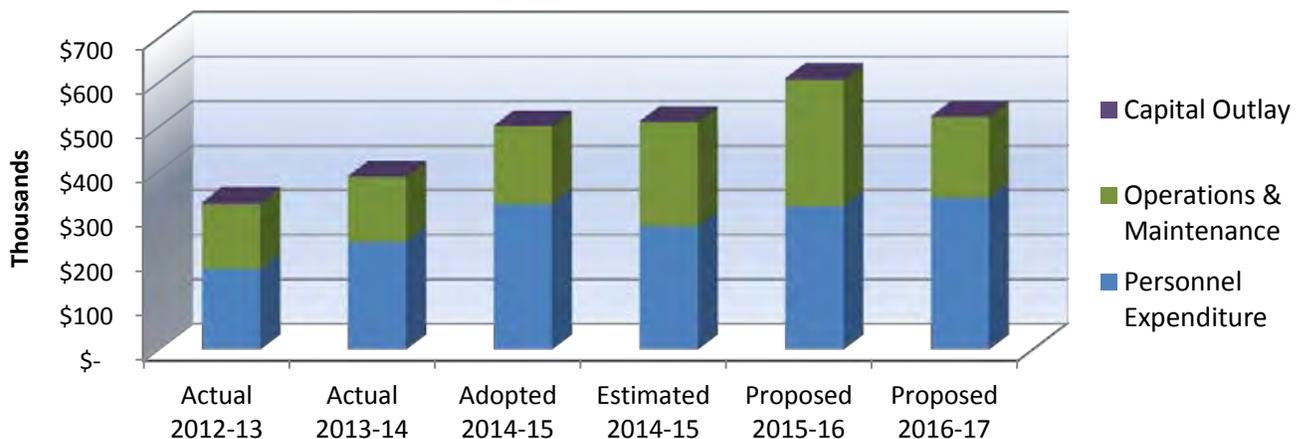
### Division No: 0101

The Human Resources Division is responsible for providing comprehensive, centralized, employment-related services to employees and departments. The Division is responsible for implementing and administering personnel policies, practices, and procedures; providing professional and technical assistance to departments in all areas of human resources and employee-relations issues; managing the City's workers' compensation program; conducting comprehensive recruitment and selection activities; maintaining a Citywide classification and compensation system; overseeing the performance appraisal system; processing payroll changes and transactions; administering employee insurance benefits, leave, training, tuition reimbursement, and service award programs; and participating in labor negotiations.

### Division Goals & Objectives

- » Manage a Citywide Classification and Compensation Study
- » Provide various trainings and information sessions to all City employees concerning new or revised policies and procedures.
- » Assist with the multiyear project to replace the City Enterprise Resource Planning (ERP) system, with an emphasis on the documentation of internal Human Resources processes.

<b>Division Activity Statistics</b>	2012-13 Actual	2013-14 Actual	2014-15 Adopted	2014-15 Estimated	2015-16 Proposed	2016-17 Proposed
Training/Info Sessions offered	5	6	14	44	44	45
Full & Part-Time Recruitments	23	44	45	49	44	46
Personnel Transactions	143	331	250	284	259	291
Employment Applications	2,708	5,132	3,600	4,899	5,016	5,016
Workers' Comp Claims Processed	29	24	37	19	22	22
<b>Division Operating Budget</b>						
<i>Authorized Positions (FTE)</i>	1.7	2.5	2.0	3.0	3.0	3.0
◆ Personnel Expenditure	\$ 182,128	\$ 244,813	\$ 329,560	\$ 279,484	\$ 324,820	\$ 343,980
◆ Operations & Maintenance	147,123	143,745	172,870	232,853	282,730	180,040
◆ Capital Outlay	3,840	2,180	2,680	2,680	4,780	2,180
<b>Division Total</b>	<b>\$ 333,091</b>	<b>\$ 390,738</b>	<b>\$ 505,110</b>	<b>\$ 515,017</b>	<b>\$ 612,330</b>	<b>\$ 526,200</b>



# CUSTOMER SERVICES

## Administrative Services Department

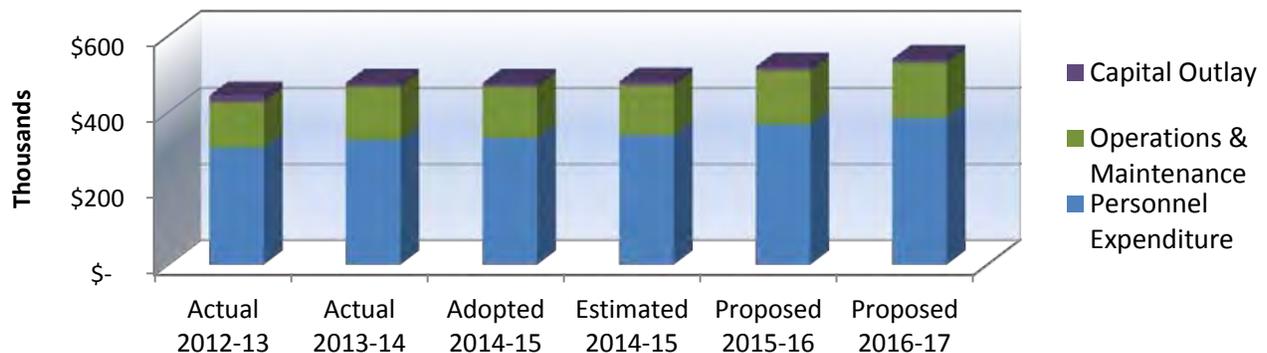
### Division No: 0102

The Customer Services Division is responsible for all aspects of water and sewer billing including: receiving and processing applications for water and sewer service, responding to customer inquiries and complaints, and processing water turn-on and turn-off requests. The Division also administers ambulance billing including receiving and processing run sheets, insurance billing, accepts payments and answers all billing inquiries. The Customer Services Division manages the City's cash handling systems and performs the accounts receivable function, which includes collecting, recording, and depositing all City revenues. Customer Services is also responsible for processing and issuing regulatory licenses, business certificates, and home occupation permits.

#### Division Goals & Objectives

- » Identify, prioritize, and implement operational efficiencies resulting from the new Utility Billing System.
- » Conduct a 2nd public awareness campaign to encourage customer use of the new on-line web portal, E-Care, to include on-line payment services, review of water use information, and account management.
- » Complete a review of all regulatory licenses to ensure the applicable municipal code provisions and the City's issuance and renewal processes are compliant with County and State requirements.
- » Update ambulance bill program to ICD 10. HIPAA requires the Department of Health and Human Services to adopt national standard identifiers or ICD 10 to be used by all medical providers starting October 1, 2015.

	2012-13 Actual	2013-14 Actual	2014-15 Adopted	2014-15 Estimated	2015-16 Proposed	2016-17 Proposed
<b>Division Activity Statistics</b>						
Past Due Water Bills Sent	8,070	6,992	7,800	9,000	8,500	8,500
Properties Tagged	2,008	1,712	1,800	2,650	2,700	2,700
Service Shutoffs	132	138	190	220	230	230
Service Starts/Stops	2,824	2,824	2,800	2,500	2,700	2,700
Active Business Cert./Renewals	1,418	2,572	2,800	2,750	2,800	2,825
Active Regulatory Lic./renewals	42	103	100	120	120	120
Home Occup. Permits/renewals	N/A	514	428	600	600	600
<b>Division Operating Budget</b>						
<i>Authorized Positions (FTE)</i>	3.8	4.0	4.0	4.0	4.5	4.5
◆ Personnel Expenditure	\$ 308,557	\$ 329,140	\$ 335,480	\$ 341,310	\$ 369,960	\$ 386,580
◇ Operations & Maintenance	119,862	139,271	132,680	130,454	141,790	145,040
◇ Capital Outlay	16,860	10,540	10,410	10,410	9,910	9,910
<b>Division Total</b>	<b>\$ 445,279</b>	<b>\$ 478,951</b>	<b>\$ 478,570</b>	<b>\$ 482,174</b>	<b>\$ 521,660</b>	<b>\$ 541,530</b>



# FINANCE

## Administrative Services Department

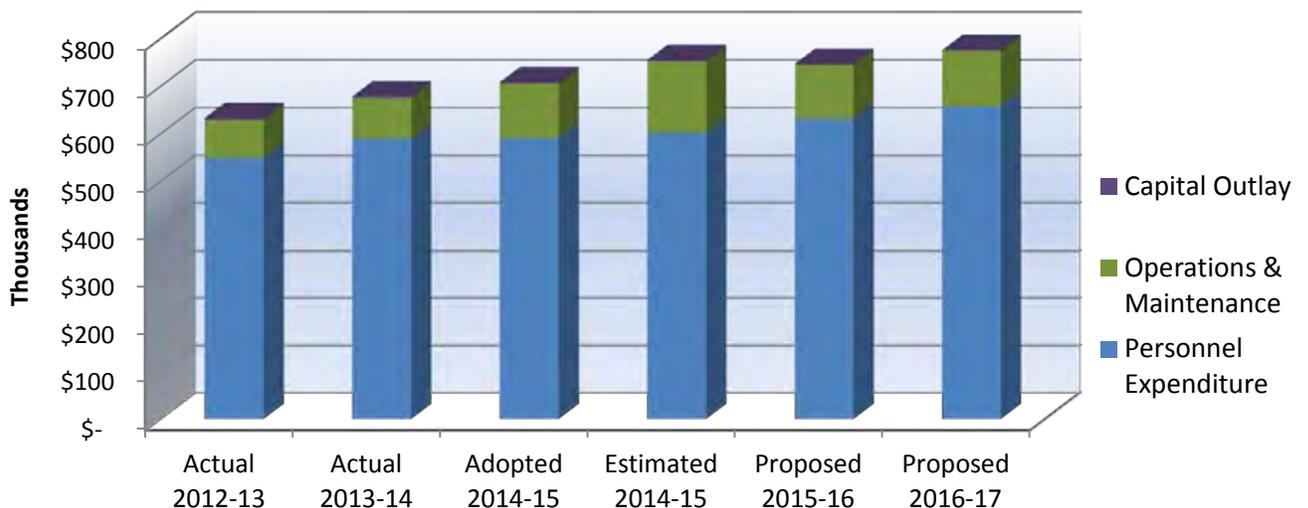
### Division No: 0103

The Finance Division is responsible for managing the fiscal operations of the City. This division's main areas of responsibility include financial accounting, budgeting, internal controls, investments, payroll, accounts payable and debt administration. The Division manages the annual independent audit as well as ensures that various State and Federal reporting requirements are met on a timely basis.

#### Division Goals & Objectives

- » Assist with the multiyear project to replace the City Enterprise Resource Planning (ERP) System, with an emphasis on the Finance and Payroll processes, and the training of personnel in other departments on the use of the new system.
- » Provide Successor Agency Administrative Support including on-going reporting requirements concerning Recognized Obligation Payment Schedule (ROPS) 15-16B, 16-17A & B and 17-18A.
- » Work with the Customer Services Division and other departments to update the City's Cash Handling Policy.

Division Activity Statistics	2012-13 Actual	2013-14 Actual	2014-15 Adopted	2014-15 Estimated	2015-16 Proposed	2016-17 Proposed
Investment Portfolio (average, in millions)	\$118.2	\$111.8	\$100.0	\$100.0	\$99.0	\$98.0
Investment Earnings (in millions)	\$0.6	\$1.0	\$0.7	\$0.9	\$1.0	\$1.1
Purchase Orders Processed	336	320	350	300	300	300
Vendor Warrants Processed	6,770	6,426	6,500	6,430	6,400	6,400
Payroll Warrants Processed	7,055	7,196	7,100	7,400	7,400	7,400
<b>Division Operating Budget</b>						
Authorized Positions (FTE)	4.9	5.0	5.0	5.0	5.0	5.0
◆ Personnel Expenditure	\$ 551,562	\$ 591,197	\$ 592,940	\$ 604,086	\$ 633,960	\$ 659,290
◇ Operations & Maintenance	80,070	86,046	114,540	150,304	112,950	116,410
◇ Capital Outlay	3,130	2,680	2,550	2,550	1,800	1,800
<b>Division Total</b>	<b>\$ 634,762</b>	<b>\$ 679,923</b>	<b>\$ 710,030</b>	<b>\$ 756,940</b>	<b>\$ 748,710</b>	<b>\$ 777,500</b>



# INFORMATION TECHNOLOGY

## Administrative Services Department

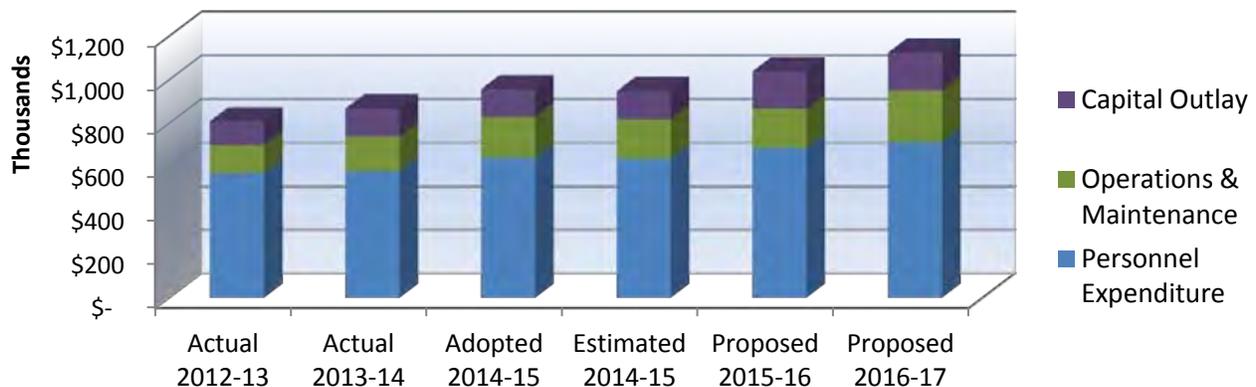
### Division No: 0104

The Information Technology Division is responsible for the overall management of the City's information and telecommunications systems. Functions directly performed by the division include the purchase, installation, administration and maintenance of City servers, network infrastructure, personal computers, printers, and telephone system and coordination of the Internet/Intranet and citywide Geographic Information System (GIS) database. The Division serves as a help desk for staff providing hardware and software support. The Division also provides citywide technology training. The Division uses contractual services for specialized technical support and new software development.

#### Division Goals & Objectives

- » Continue multiyear project to replace the City Enterprise Resource Planning (ERP) System. The objective for this year is to utilize the outside consultant to develop and release a Request for Proposal (RFP). ERP vendor selection would be expected in the second half of the year.
- » Perform a major upgrade to the Public Works Cartograph Work order system. The new web based system will provide for improved efficiency in the office and further deployment of mobile computing for field crews. Completion is expected in the second half of the year.
- » Work with Development Services to implement online permitting including the ability to apply for and review building permits through the City website. Additionally, implement the CRW System's GIS module to improve the permit/project work flow process and provide for enhanced query and reporting capabilities.
- » Work with Community Services to implement a replacement Point-of-Sale system

Division Activity Statistics	2012-13 Actual	2013-14 Actual	2014-15 Adopted	2014-15 Estimated	2015-16 Proposed	2016-17 Proposed
Major IT Projects	n/a *	n/a *	6	8	9	3
IT Project Requests	n/a *	n/a *	52	90	85	90
GIS Project Requests	n/a *	n/a *	115	58	55	60
*Indicates new statistical areas created this fiscal year						
Division Operating Budget						
Authorized Positions (FTE)	5.6	5.4	5.0	4.5	5.0	5.0
Personnel Expenditure	\$ 577,125	\$ 584,293	\$ 645,280	\$ 640,475	\$ 687,510	\$ 716,750
Operations & Maintenance	126,258	158,024	186,470	181,775	181,690	238,900
Capital Outlay	109,451	129,690	127,700	128,200	171,670	171,670
<b>Division Total</b>	<b>\$ 812,834</b>	<b>\$ 872,007</b>	<b>\$ 959,450</b>	<b>\$ 950,450</b>	<b>\$ 1,040,870</b>	<b>\$ 1,127,320</b>



# GENERAL SUPPORT SERVICES

*Administrative Services Department*

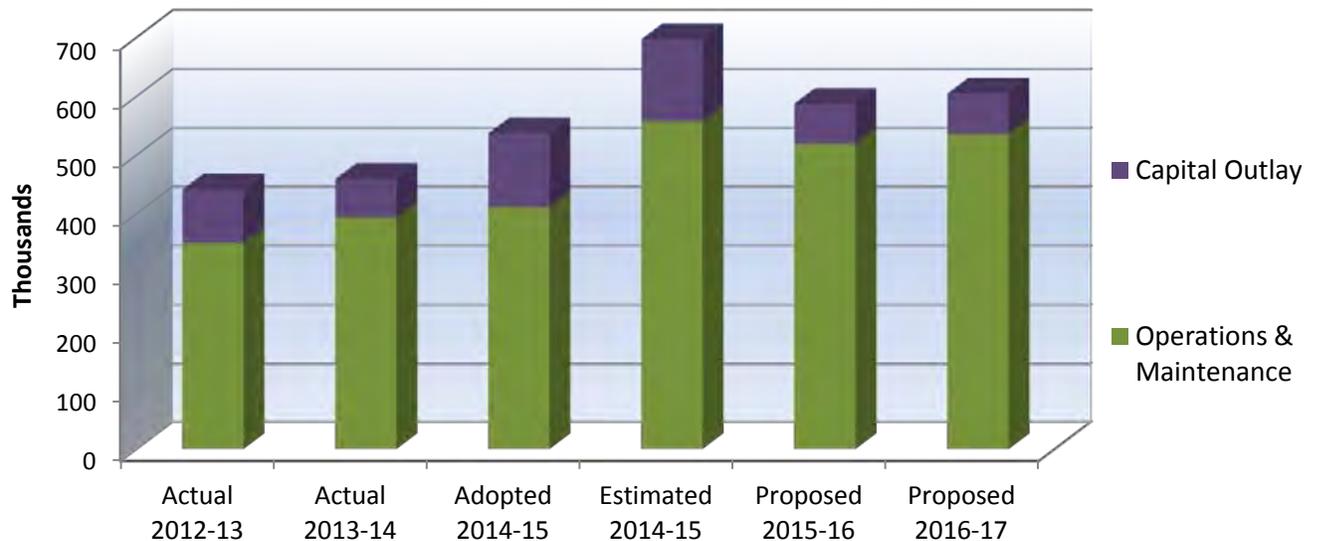
*Division No: 0106*

The General Support Services Division houses projects and funding for activities that do not fit clearly into any other particular department/division or are spread amongst several departments. Funding for City Hall utilities, alarms and maintenance, office machine and communications system operating costs, intergovernmental fees and agreements, and general supply purchases are included in this Division.

## Division Goals & Objectives

- » Work with the City Attorney to complete an update of the City's various contract, procurement, and request for proposal documents.
- » Complete the integration of the financial and inventory components of the City's fixed asset management system.

<b>Division Operating Budget</b> 	2012-13 Actual	2013-14 Actual	2014-15 Adopted	2014-15 Estimated	2015-16 Proposed	2016-17 Proposed
◆ Operations & Maintenance	352,174	394,937	412,680	558,200	520,510	537,730
◇ Capital Outlay	89,788	65,060	125,270	140,363	68,260	68,260
<b>Division Total</b>	<b>\$ 441,962</b>	<b>\$ 459,997</b>	<b>\$ 537,950</b>	<b>\$ 698,563</b>	<b>\$ 588,770</b>	<b>\$ 605,990</b>



# RISK MANAGEMENT

*Administrative Services Department*

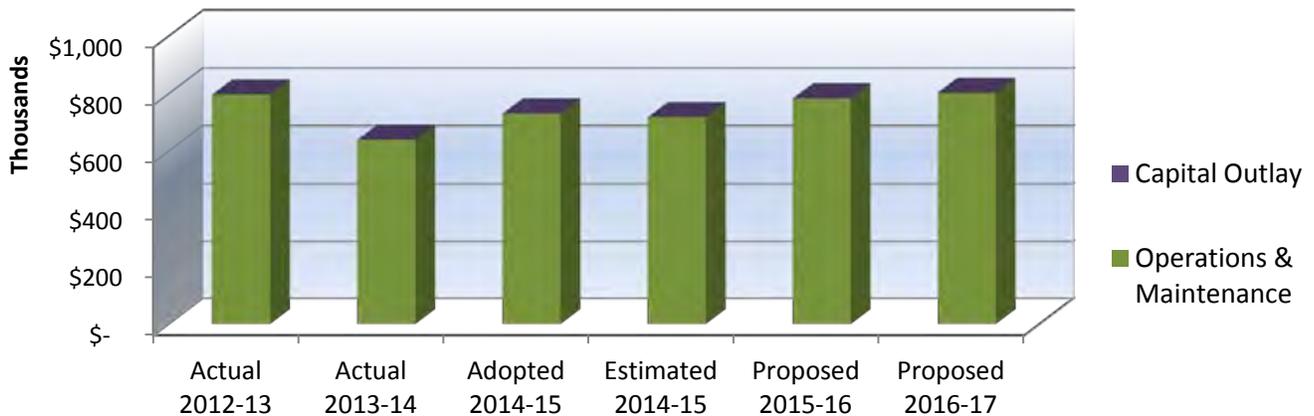
*Division No: 0107*

The Risk Management Division is responsible for managing the City's various insurance policies, administering the City's safety programs and processing tort liability claims. The Risk Management Division aims to minimize liability exposure and loss to the City through education, risk transference, risk avoidance, contract management, and by managing City contractors' insurance liability coverage. This Division also funds membership in a pooled California Joint Powers Insurance Authority (CJPIA), coordinates a Citywide safety program, participates in the City's monthly Safety Committee meetings, and oversees liability claim contingencies and training opportunities on risk management topics.

## Division Goals & Objectives

- » Ensure CJPIA best risk management practices are in place through implementation of the Loss Control Action Plan (LossCAP) recommendations.
- » Implement centralized tracking and reporting of Cal-OSHA compliance certifications and various department trainings.
- » Work with the Finance Division to complete the annual Underwriters Report for submittal to the CJPIA.

Division Activity Statistics	2012-13 Actual	2013-14 Actual	2014-15 Adopted	2014-15 Estimated	2015-16 Proposed	2016-17 Proposed
Tort Liability Claims Processed	13	17	N/A	19	N/A	N/A
<b>Division Operating Budget</b> 						
◆ Operations & Maintenance	\$ 799,313	\$ 641,237	\$ 733,330	\$ 720,312	\$ 786,240	\$ 806,820
◇ Capital Outlay	-	-	-	-	-	-
<b>Division Total</b>	\$ 799,313	\$ 641,237	\$ 733,330	\$ 720,312	\$ 786,240	\$ 806,820



# CAPITAL EQUIPMENT REPLACEMENT

*Administrative Services Department*

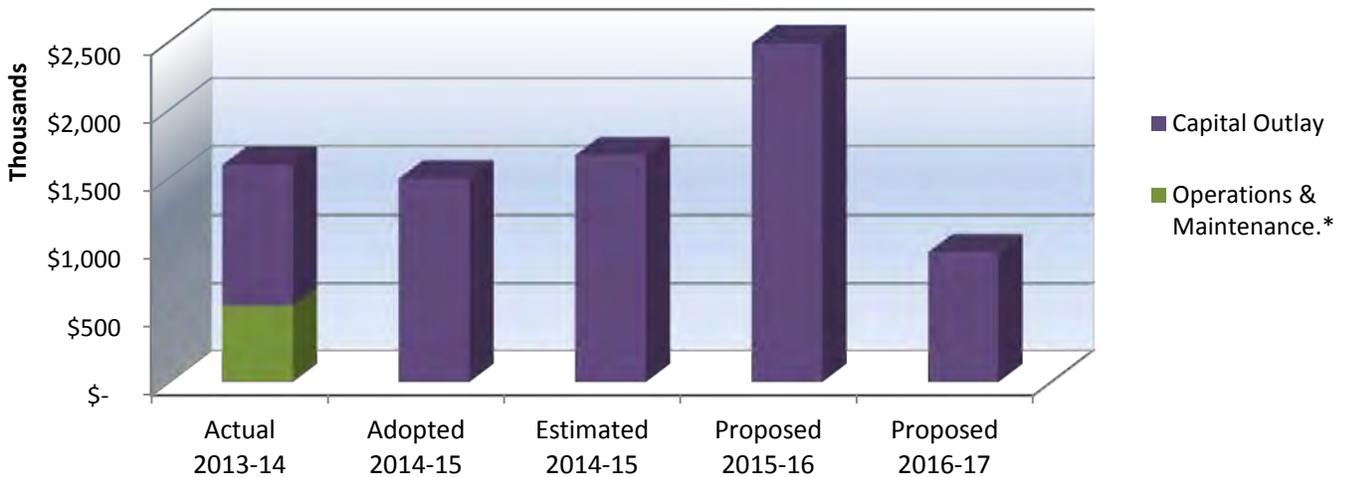
*Division No: 0108*

The Capital Replacement Division cost center contains funding for the replacement of equipment and vehicles, funded through annual allocations and rental rates charged to divisions for assigned equipment and vehicles. This allows the City to maintain a regular improvement/replacement cycle for these assets.

## Division Goals & Objectives

- » Ensure the City maintains sufficient capital funds available for the regularly scheduled replacement of vehicles and equipment and for major improvements and restoration of City facilities.
- » Establish equipment rental rates at a level that provides an adequate fund balance with minimal impact on operating departments.
- » Maintain current vehicle and equipment replacement schedules and prioritize facility improvements and restorations.

<b>Division Operating Budget</b>	2012-13 Actual	2013-14 Actual	2014-15 Adopted	2014-15 Estimated	2015-16 Proposed	2016-17 Proposed
◊ Operations & Maintenance.*	\$ 566,787	\$ 566,787	\$ -	\$ -	\$ -	\$ -
◇ Capital Outlay	737,287	1,030,278	1,496,320	1,668,602	2,493,810	962,000
<b>Division Total</b>	<b>\$1,304,074</b>	<b>\$1,597,065</b>	<b>\$1,496,320</b>	<b>\$1,668,602</b>	<b>\$2,493,810</b>	<b>\$ 962,000</b>



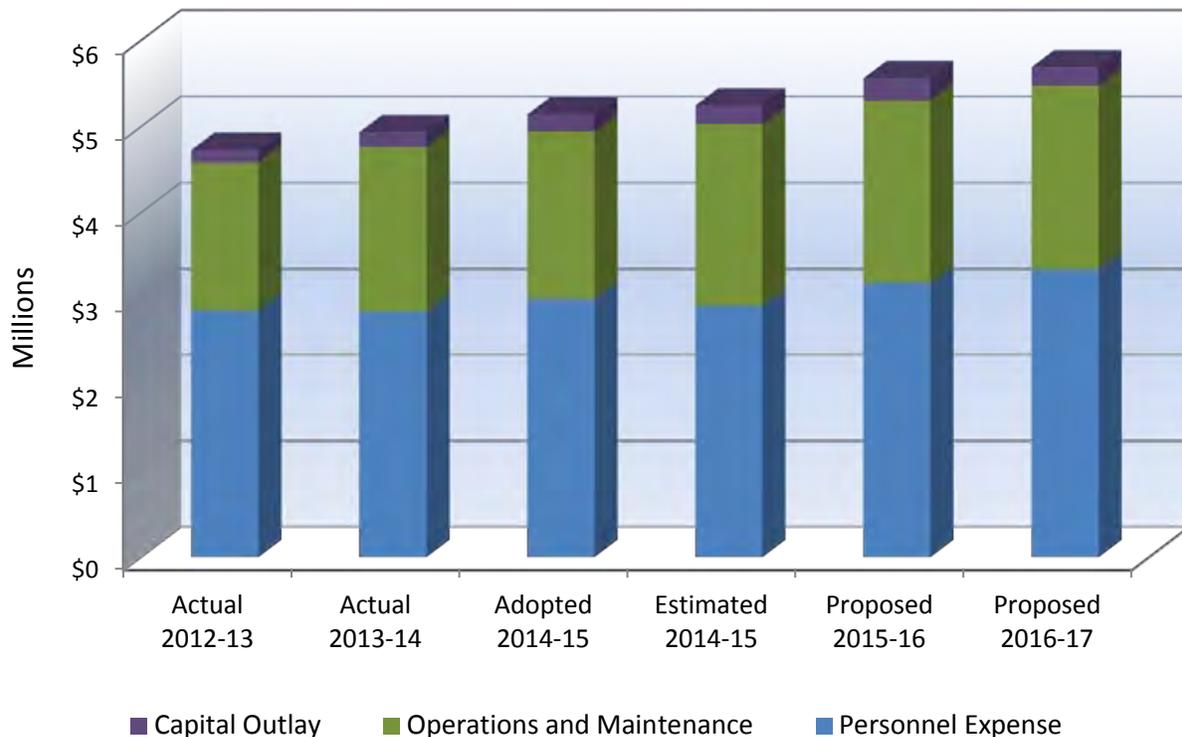
*\*Beginning in 2014-15, Operations & Maintenance costs (for Facilities Renovation) are included in Public Works Department, Facilities Maintenance (0419), or in Capital Improvement Projects, project series #3500. Prior to 2014-15, Operations & Maintenance costs (for Facilities renovation) were included in Division 0105.*

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# COMMUNITY SERVICES

Department Code: 0200

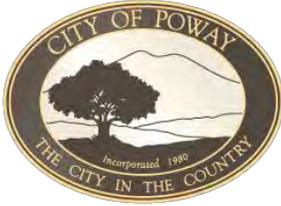
Expense Classification	2012-13 Actual	2013-14 Actual	2014-15 Adopted	2014-15 Estimated	2015-16 Proposed	2016-17 Proposed
<i>Authorized Positions</i>	44	45.0	46.3	46.3	49.0	49.5
Personnel Expense	2,874,081	\$2,860,804	\$3,001,140	\$2,924,603	\$3,190,020	\$3,351,620
Operations and Maintenance	1,720,529	1,905,104	1,947,410	2,106,107	2,119,970	2,132,740
Capital Outlay	139,313	175,758	199,420	221,770	259,160	215,390
<b>Total Department Budget</b>	<b>\$4,733,922</b>	<b>\$4,941,665</b>	<b>\$5,147,970</b>	<b>\$5,252,480</b>	<b>\$5,569,150</b>	<b>\$5,699,750</b>



## Strategic Plan: Goals and Implementation

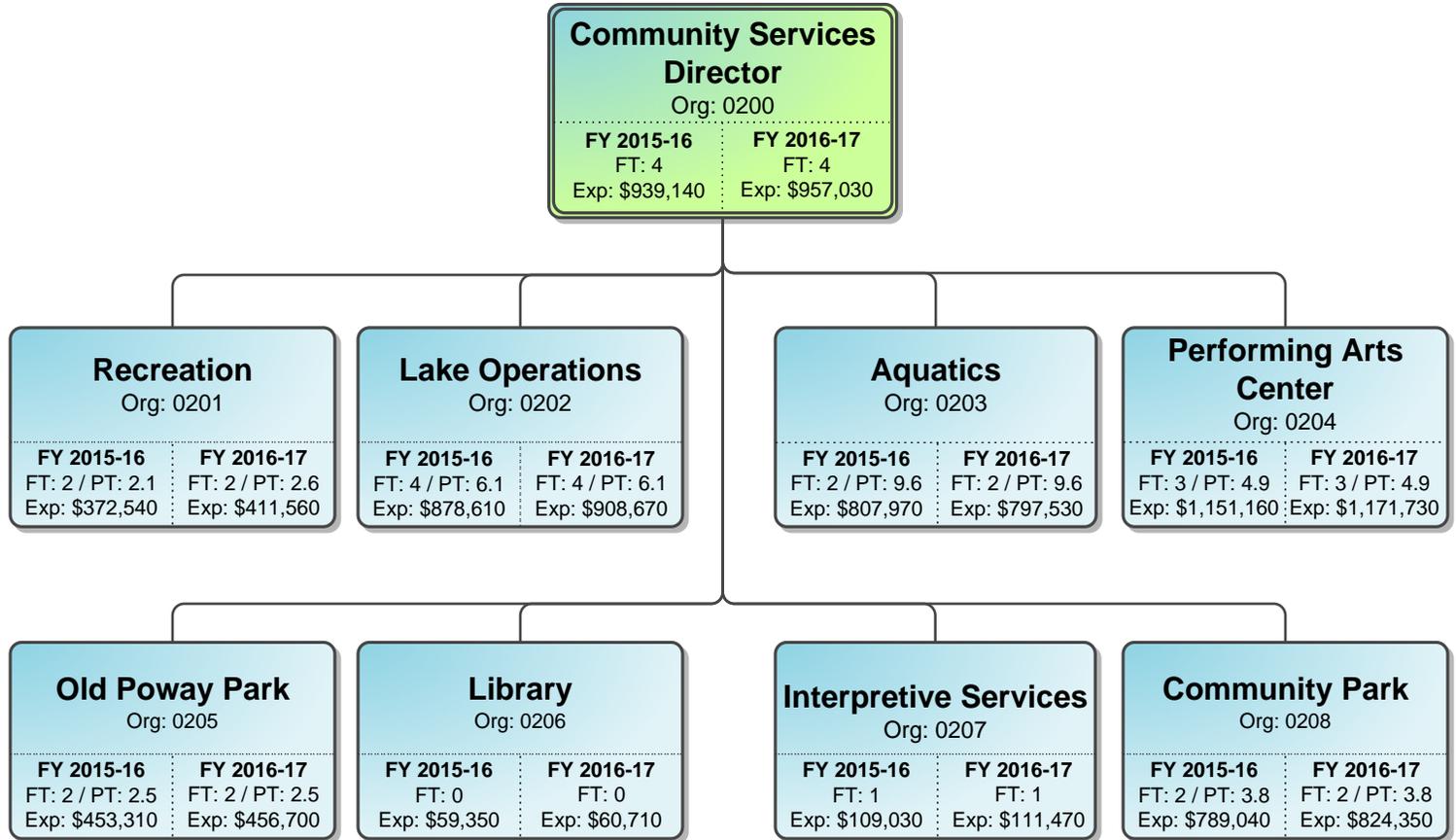
- Review costs of providing services and adjust fees as prudent.
- Fully assess operations and fees at the Poway Center for the Performing Arts.
- Implement a Point of Sale (POS) system to improve accuracy in collecting fees, tracking trends, and financial reporting.
- Extend operation of the Lake Poway entry station from nine to twelve months to increase revenue by 30%.
- Host an annual employee/volunteer emergency preparedness care and shelter training.
- Engage community interest in the proposed Mickey Cafagna Community Center.
- Launch the inflatable packages and sessions at the Swim Center.

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# Community Services Department

FY 2015-16	FY 2016-17
Total FT: 20 / PT: 29	Total FT: 20 / PT: 29.5
Total Exp. \$5,569,150	Total Exp. \$5,699,750



FT = Full Time Equivalent  
PT = Part Time as Full Time Equivalent

# DIRECTOR OF COMMUNITY SERVICES

## Community Services Department

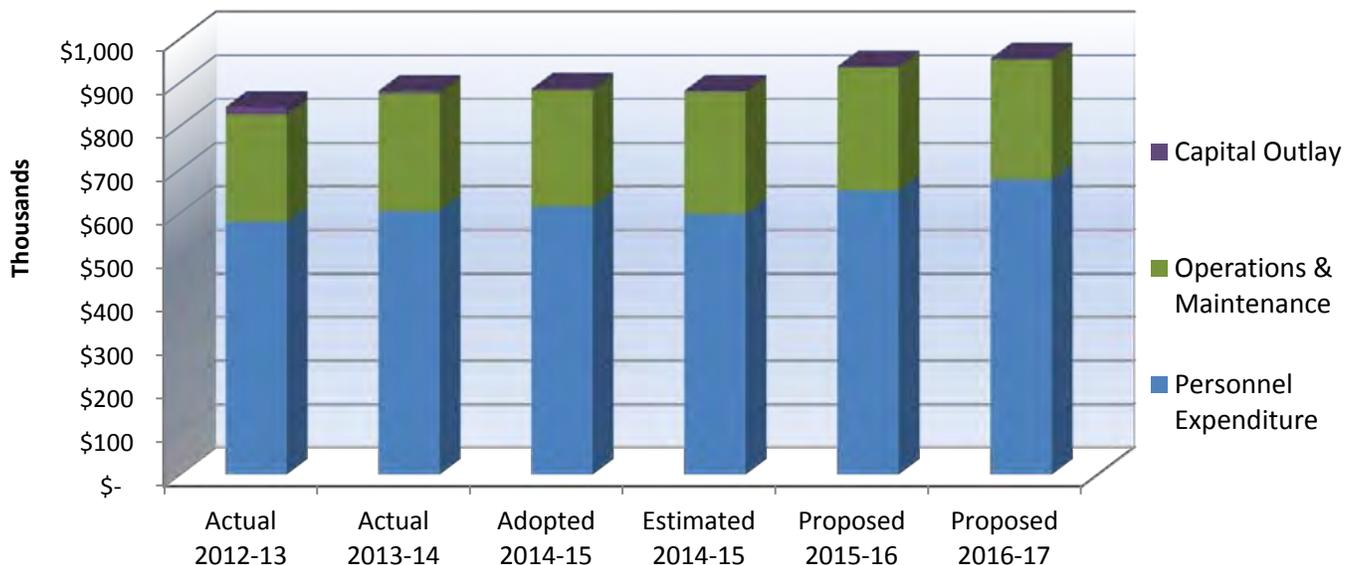
### Division No: 0200

The quality of recreational opportunities, cultural programming, and environmental stewardship reflects a vibrant and strong community. The Office of the Director is responsible for the eight divisions that work to fulfill those needs: Recreation, Aquatics, Lake Poway Recreation Area, the Poway Center for the Performing Arts, Old Poway Park, the Poway Community Library, Interpretive Services, and Community Park. Staff members within the Director's Division oversee the City's animal control operating agreement and the youth recreation scholarship program. This Division also provides administrative coordination with the Metropolitan Transit System and private foundations.

#### Division Goals & Objectives

- » Identify and implement an efficient and effective way to elicit feedback on events, programs, activities, and services to enhance enjoyment and fulfill the needs of the community. Ensure that the opportunity is available to the public by June 2016.
- » Establish a policy granting the City Manager authority to establish fees for new programs and activities, and bring forth to the City Council for approval by February 2016.
- » Create a centralized, bi-annual Poway's Partners sponsorship campaign to offset event and program costs by \$33,800 cash and \$6,150 in-kind donations.

Division Operating Budget 	2012-13	2013-14	2014-15	2014-15	2015-16	2016-17
	Actual	Actual	Adopted	Estimated	Proposed	Proposed
<i>Authorized Positions (FTE)</i>	4.0	4.0	4.0	4.0	4.0	4.0
◆ Personnel Expenditure	\$ 581,854	\$ 607,129	\$ 616,980	\$ 600,149	\$ 654,080	\$ 679,930
◇ Operations & Maintenance	246,608	270,410	267,980	280,497	282,780	274,820
◇ Capital Outlay	16,780	5,378	2,530	2,530	2,280	2,280
<b>Division Total</b>	<b>\$ 845,242</b>	<b>\$ 882,917</b>	<b>\$ 887,490</b>	<b>\$ 883,176</b>	<b>\$ 939,140</b>	<b>\$ 957,030</b>



# RECREATION

## Community Services Department

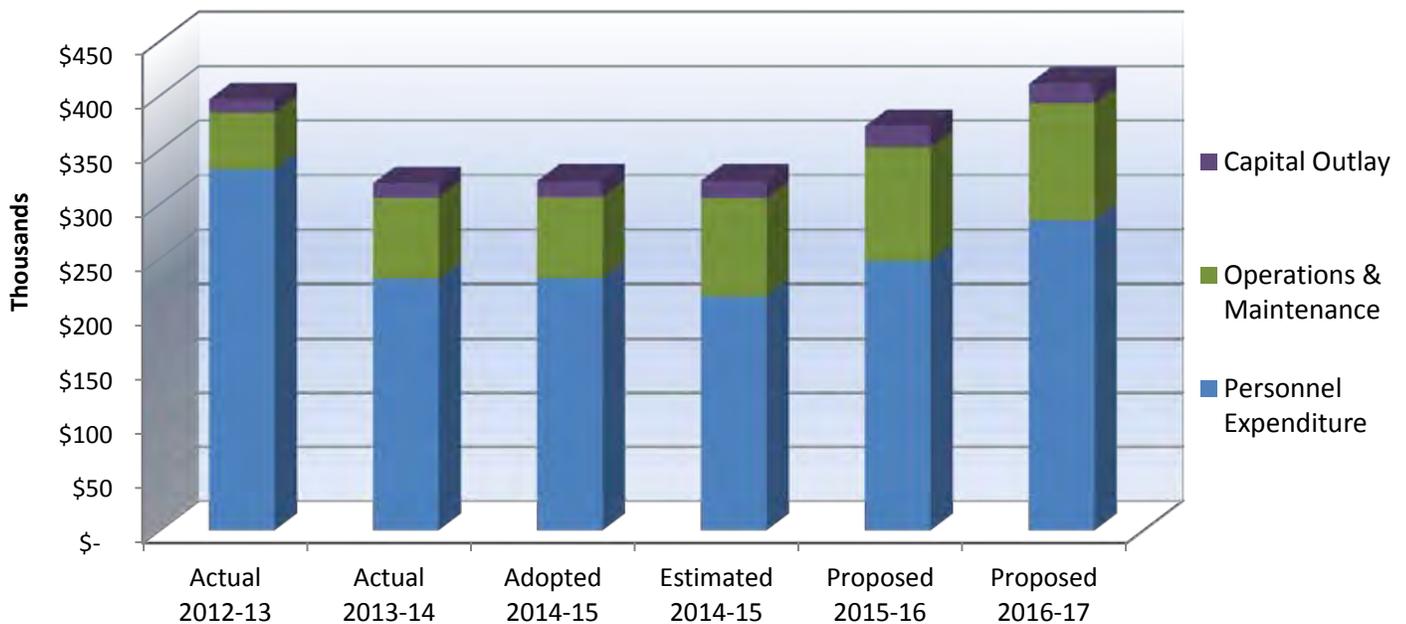
### Division No: 0201

The Recreation Division provides customer service support for all divisions, hosts recreation opportunities at Meadowbrook and Twin Peaks Gymnasiums in partnership with the Poway Unified School District, and works closely with youth and adult sports leagues to coordinate use of City and joint use facilities. The Recreation Division administers Citywide facility and field rentals, class registrations, and the recreation section of Poway Today. The Division is responsible for the administration of the Poway Leisure Assistance for Youth (P.L.A.Y.) scholarship program.

#### Division Goals & Objectives

- » As identified below, meet or exceed Division Activity Statistics for FY 2015-16.
- » Implement a Point of Sale system to improve accuracy in collecting fees, tracking trends, and financial reporting.

Division Activity Statistics	2012-13 Actual	2013-14 Actual	2014-15 Adopted	2014-15 Estimated	2015-16 Proposed	2016-17 Proposed
Total Sports Field Participants	110,000	110,000	110,000	110,000	110,000	110,000
Total Sports Field Hours Used	13,700	18,390	17,000	18,500	18,500	18,500
Open Play Participants-Meadowbrook	24,230	4,321	4,400	4,500	4,500	4,500
Open Play Participants-Twin Peaks	29,600	6,132	6,200	6,200	6,200	6,200
<b>Division Operating Budget</b> 						
<i>Authorized Positions (FTE)</i>	4.9	3.6	3.6	3.6	4.1	4.6
◆ Personnel Expenditure	\$ 332,570	\$ 231,684	\$ 232,230	\$ 217,000	\$ 248,160	\$ 286,190
◇ Operations & Maintenance	52,630	74,848	75,070	89,269	105,070	107,060
◇ Capital Outlay	11,930	13,210	14,560	15,898	19,310	18,310
<b>Division Total</b>	<b>\$ 397,130</b>	<b>\$ 319,742</b>	<b>\$ 321,860</b>	<b>\$ 322,167</b>	<b>\$ 372,540</b>	<b>\$ 411,560</b>



# LAKE POWAY RECREATION AREA

Community Services Department

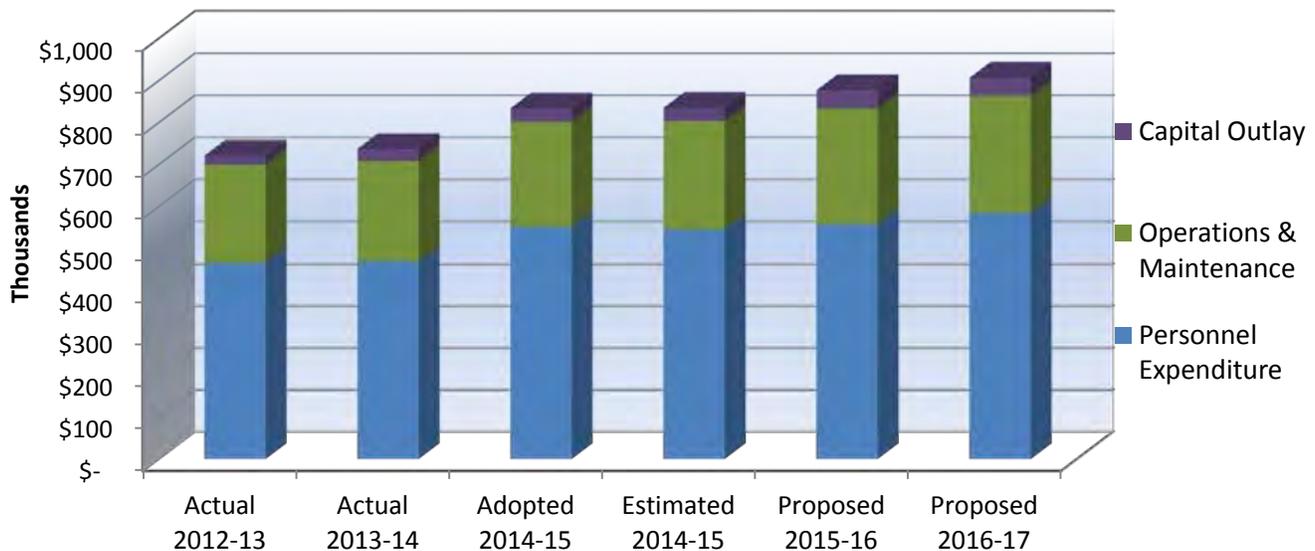
Division No: 0202

The Lake Poway Recreation Area provides year-round boating, fishing, and outdoor recreational opportunities that promote healthier lifestyles. Staff provides oversight for lease of the concession, which sells fishing and boating permits, and grill and tackle items. Staff coordinates with other departments to ensure a safe and secure water resource and trails system, and provides support to nonprofits, groups, and private rentals for fundraising activities, celebrations, and community gatherings.

## Division Goals & Objectives

- » As identified below, meet or exceed Division Activity Statistics for FY 2015-16.
- » Extend operation of the Lake Poway entry station from nine to twelve months to increase revenue by 30%.
- » Implement the Point of Sale system to improve accuracy in collecting fees, tracking trends, and financial reporting.
- » Ensure minimized interruption to operations while coordinating directly with the Public Works and Development Services departments to complete Capital Improvement Projects.

	2012-13 Actual	2013-14 Actual	2014-15 Adopted	2014-15 Estimated	2015-16 Proposed	2016-17 Proposed
<b>Division Activity Statistics</b>						
Fishing Permits	27,123	24,350	25,000	25,000	22,600	22,600
Boat Rentals	9,927	8,600	9,000	9,000	9,200	9,200
Facility Rental Reservations	544	343	350	350	355	355
Parking Permits	21,362	19,000	30,000	30,000	39,000	39,000
Day Camp/Counselor in Training	576	584	684	684	684	684
<b>Division Operating Budget</b>						
<i>Authorized Positions (FTE)</i>	9.3	9.2	10.1	10.1	10.1	10.1
◆ Personnel Expenditure	\$ 469,965	\$ 472,547	\$ 553,840	\$ 546,856	\$ 560,800	\$ 586,790
◇ Operations & Maintenance	233,216	238,314	249,640	257,592	274,420	278,500
◇ Capital Outlay	20,340	28,990	31,990	31,990	43,390	43,380
<b>Division Total</b>	<b>\$ 723,521</b>	<b>\$ 739,851</b>	<b>\$ 835,470</b>	<b>\$ 836,438</b>	<b>\$ 878,610</b>	<b>\$ 908,670</b>



# AQUATICS

## Community Services Department

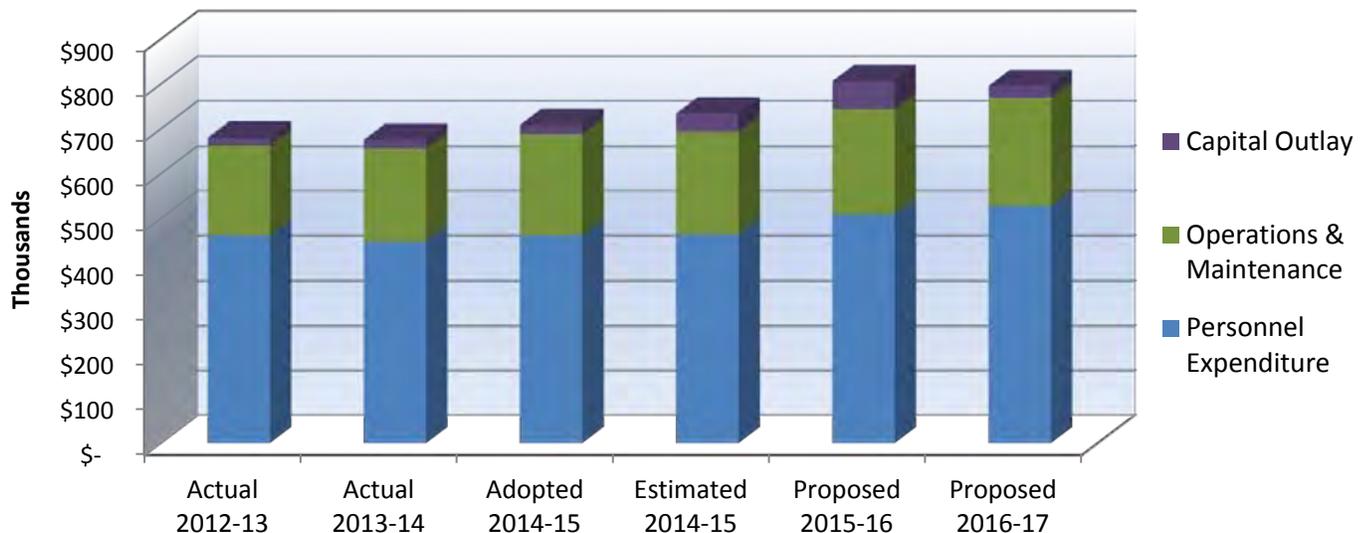
### Division No: 0203

The Aquatics Division is dedicated to providing a diverse range of high-quality aquatic programs and activities that are accessible to all members of the community. Aquatic programs support and promote safety, fitness, education, and youth sports. The Aquatics Division coordinates with the Poway Unified School District and youth sports organizations to provide programming that is reflective of community needs.

#### Division Goals & Objectives

- » As indicated below, meet or exceed Division Activity Statistics for FY 2015-16.
- » Launch the inflatable packages and sessions to provide experienced-based parties, drive daily attendance, enhance existing Kid/Teen Night Out activities, and bolster Swim Center revenue.
- » Ensure minimized interruption to operations while coordinating directly with the Public Works and Development Services departments to complete Capital Improvement Projects.
- » Implement the Point of Sale system to improve accuracy in collecting fees, tracking trends, and financial reporting.

	2012-13	2013-14	2014-15	2014-15	2015-16	2016-17
<b>Division Activity Statistics</b>	Actual	Actual	Adopted	Estimated	Proposed	Proposed
Swim Classes/Private lessons	510	650	500	625	650	650
Swim Lesson Participants	1,650	1,827	1,800	1,800	1,800	1,800
Total Daily attendance	32,052	32,052	33,000	33,000	34,000	34,000
Event Attendance	250	300	600	900	900	900
Swim Meet Attendance	7,500	7,500	7,500	7,500	7,500	7,500
<b>Division Operating Budget</b>						
<i>Authorized Positions (FTE)</i>	<i>10.9</i>	<i>10.4</i>	<i>10.9</i>	<i>10.9</i>	<i>11.6</i>	<i>11.6</i>
◆ Personnel Expenditure	\$ 464,070	\$ 451,892	\$ 464,780	\$ 467,300	\$ 510,590	\$ 530,270
◇ Operations & Maintenance	200,977	207,456	225,770	227,805	234,640	240,820
◇ Capital Outlay	17,060	18,250	19,840	40,840	62,740	26,440
<b>Division Total</b>	<b>\$ 682,107</b>	<b>\$ 677,598</b>	<b>\$ 710,390</b>	<b>\$ 735,945</b>	<b>\$ 807,970</b>	<b>\$ 797,530</b>



# POWAY CENTER FOR THE PERFORMING ARTS

*Community Services Department*

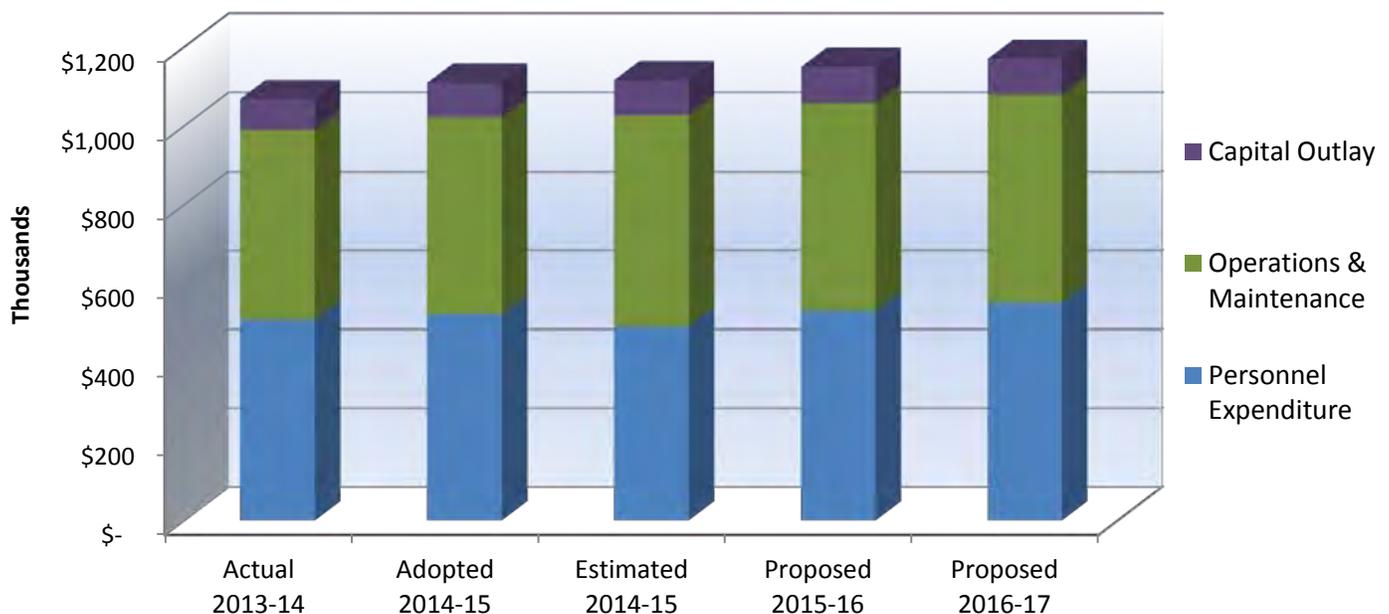
*Division No: 0204*

The Performing Arts Center Division is responsible for the efficient and effective operation and maintenance of the Poway Center for the Performing Arts. Performing Arts Center staff partners with the Poway Performing Arts Center Foundation, the Poway Unified School District, and community-based arts organizations to provide leisure and cultural activities that entertain, enlighten, and enrich lives. Staff ensures professional technical, box office, and front-of-house services. The volunteer usher program provides critical operational support. The lobby features juried rotating art exhibits.

## Division Goals & Objectives

- » As identified below, meet or exceed Division Activity Statistics for FY 2015-16.
- » Fully assess operations and fees, bring adjustment recommendations forward to City Council, and implement as directed.
- » Ensure minimized interruption to operations while coordinating directly with the Public Works and Development Services departments to complete Capital Improvement Projects.

Division Activity Statistics	2012-13 Actual	2013-14 Actual	2014-15 Adopted	2014-15 Estimated	2015-16 Proposed	2016-17 Proposed
Total Performances	161	156	160	156	161	161
Total Rehearsals	87	87	85	82	84	84
Total Attendance	58,740	55,652	60,500	58,300	58,313	58,313
Average Attendance per Show	365	357	378	375	389	389
Total Hours Facility Used	1,574	1,497	1,587	1,450	1,600	1,600
<b>Division Operating Budget</b>						
<i>Authorized Positions (FTE)</i>	6.6	7.5	7.5	7.5	7.9	7.9
◆ Personnel Expenditure	\$ 410,551	\$ 511,271	\$ 524,960	\$ 493,394	\$ 533,030	\$ 553,480
◆ Operations & Maintenance	446,807	480,515	497,550	535,930	526,280	527,360
◆ Capital Outlay	42,673	78,050	88,320	88,320	91,850	90,890
<b>Division Total</b>	<b>\$ 900,031</b>	<b>\$1,069,836</b>	<b>\$1,110,830</b>	<b>\$1,117,644</b>	<b>\$1,151,160</b>	<b>\$1,171,730</b>



# OLD POWAY PARK

*Community Services Department*

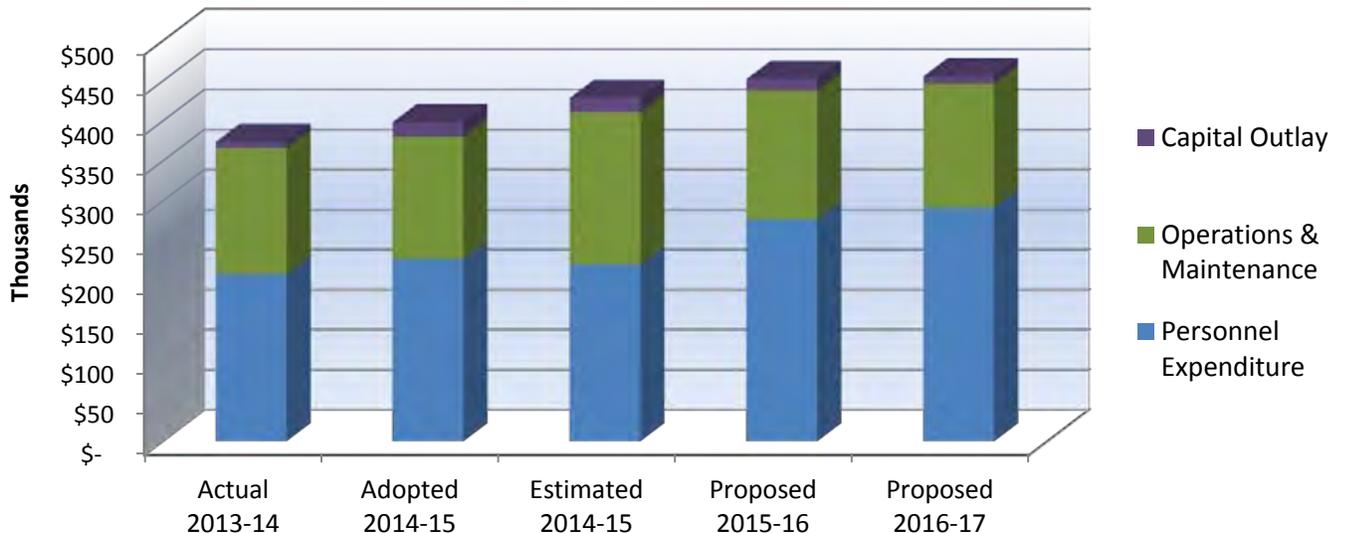
*Division No: 0205*

The Old Poway Park Division is dedicated to bringing history to life through community group partnerships. Interpretive tours, and themed programs and events ensure visitors experience Poway's history, and facilitate celebration and community spirit. The Reserve Park Ranger Program helps provide a safe and family-friendly park and trail system. Staff administers agreements for operation of the Farmers Market, Poway Midland Railroad, Hamburger Factory Restaurant, Poway Museum, and Blacksmith Shoppe.

## Division Goals & Objectives

- » As identified below, meet or exceed Division Activity Statistics for FY 2015-16.
- » Coordinate with the Old Poway Park Action Committee to implement two to three volunteer-driven activities, which meet the park theme and community needs and interests.
- » Ensure minimized interruption to operations while coordinating directly with the Public Works and Development Services departments to complete Capital Improvement Projects.

<b>Division Activity Statistics</b>	2012-13 Actual	2013-14 Actual	2014-15 Adopted	2014-15 Estimated	2015-16 Proposed	2016-17 Proposed
Community Events	7	6	10	11	11	11
Event Participants	18,000	21,000	26,000	26,500	27,000	27,500
Poway Midland Railroad Ridership	46,000	59,800	56,000	61,000	61,500	62,000
Museum/Nelson House Attendance	5,000	13,500	11,600	15,000	15,250	15,450
Facility Reservations	450	257	275	350	390	390
Historical Tour Participants	1,700	1,950	1,500	1,500	1,500	1,500
Annual Farmers Market Vendors	85	110	110	110	110	110
<b>Division Operating Budget</b>						
<i>Authorized Positions (FTE)</i>	3.0	3.5	3.4	3.4	4.5	4.5
◆ Personnel Expenditure	\$ 232,557	\$ 209,053	\$ 228,370	\$ 221,896	\$ 278,470	\$ 292,810
◇ Operations & Maintenance	132,353	158,556	153,110	189,741	160,430	154,980
◇ Capital Outlay	10,820	7,390	17,750	17,762	14,410	8,910
<b>Division Total</b>	<b>\$ 375,730</b>	<b>\$ 374,999</b>	<b>\$ 399,230</b>	<b>\$ 429,399</b>	<b>\$ 453,310</b>	<b>\$ 456,700</b>



# LIBRARY

*Community Services Department*

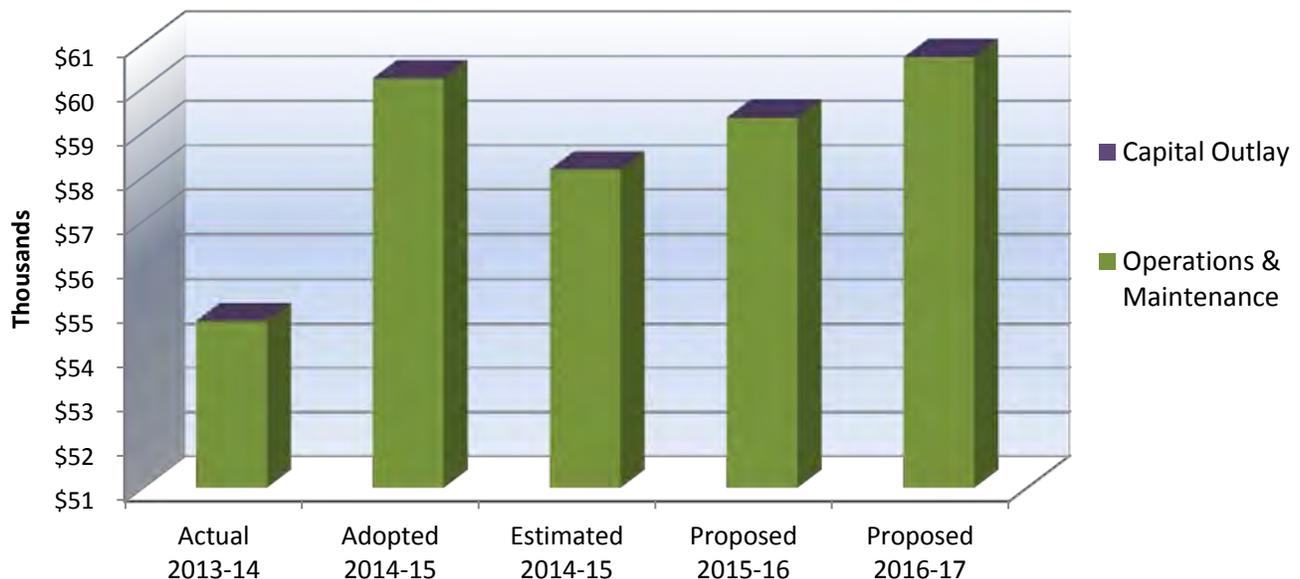
*Division No: 0206*

The Library Division is a cost center that ensures the City supports Library building maintenance operations, custodial service, landscape maintenance, and security. City staff is the liaison to County Library staff, fostering a strong working relationship and responding to special building maintenance requests, as needed.

## Division Goals & Objectives

- » Coordinate with Public Works, Development Services, and the County of San Diego during the Poway Library Remodel Project.
- » Promote positive relations and effective operations by coordinating interaction between County Library staff and all City departments.
- » Administer the Library Endowment Fund in accordance with Council policy.

<b>Division Activity Statistics</b>	2012-13 Actual	2013-14 Actual	2014-15 Adopted	2014-15 Estimated	2015-16 Proposed	2016-17 Proposed
Patron Count	289,263	290,000	310,000	315,000	315,000	320,000
Circulation	782,288	730,000	800,000	810,000	815,000	815,000
Programs/Attendance	608/23,389	650/27,000	675/30,000	700/25,000	710/27,000	715/30,000
Internet Sessions	43,021	43,000	45,000	47,000	48,000	50,000
<b>Division Operating Budget</b>						
◆ Operations & Maintenance	\$ 55,768	\$ 54,786	\$ 60,240	\$ 58,180	\$ 59,350	\$ 60,710
◆ Capital Outlay	-	-	-	-	-	-
<b>Division Total</b>	<b>\$ 55,768</b>	<b>\$ 54,786</b>	<b>\$ 60,240</b>	<b>\$ 58,180</b>	<b>\$ 59,350</b>	<b>\$ 60,710</b>



# INTERPRETIVE SERVICES

*Community Services Department*

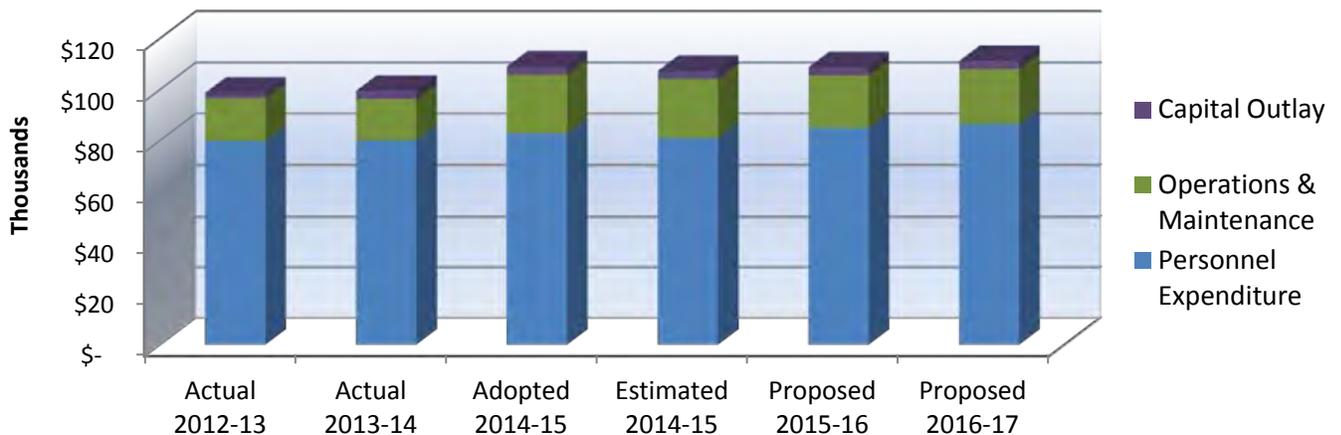
*Division No: 0207*

The Interpretive Services Division is dedicated to the preservation and protection of the Blue Sky Ecological Reserve and the Kumeyaay-Ipai Interpretive Center at Pauwai. The goal is to carefully manage these valuable resources for future generations. Staff provides interpretive cultural and natural resource programs to foster stewardship, and recreational activities that promote healthier lifestyles. Staff coordinates and partners with a team of volunteers to create opportunities for the public, schools, and community-based groups to connect with nature and history.

## Division Goals & Objectives

- » As identified below, meet or exceed Division Activity Statistics for FY 2015-16.
- » Bring forward recommendations to create efficiencies in volunteer recruitment and management, and implement as approved.
- » Identify and implement new procedures for hosting the annual Hiking for Fitness program.
- » Effectively balance high demand with staff/volunteer capacities.

<b>Division Activity Statistics</b>	2012-13 Actual	2013-14 Actual	2014-15 Adopted	2014-15 Estimated	2015-16 Proposed	2016-17 Proposed
Volunteer Hrs. - <i>Blue Sky &amp; Kumeyaay</i>	4,073	3,378	4,000	3,800	4,000	4,000
<i>Blue Sky:</i>						
Public, School, Scout Tours	80	60	80	75	75	75
Public Programs	12	10	13	12	12	12
Outreach/Tour Participants	516	832	521	380	500	500
<i>Kumeyaay:</i>						
School Tours	51	41	45	45	47	47
School Tour Participants	1,355	1,052	1,000	1,300	1,300	1,300
Public, Scout Tour Participants	1,181	489	600	500	500	500
<b>Division Operating Budget</b>						
<i>Authorized Positions (FTE)</i>	1.0	1.0	1.0	1.0	1.0	1.0
◆ Personnel Expenditure	\$ 79,999	\$ 80,218	\$ 82,970	\$ 81,324	\$ 85,170	\$ 86,810
◇ Operations & Maintenance	17,054	16,390	23,200	23,128	20,740	21,540
◇ Capital Outlay	1,900	3,120	3,120	3,120	3,120	3,120
<b>Division Total</b>	<b>\$ 98,953</b>	<b>\$ 99,728</b>	<b>\$ 109,290</b>	<b>\$ 107,572</b>	<b>\$ 109,030</b>	<b>\$ 111,470</b>



# COMMUNITY PARK

Community Services Department

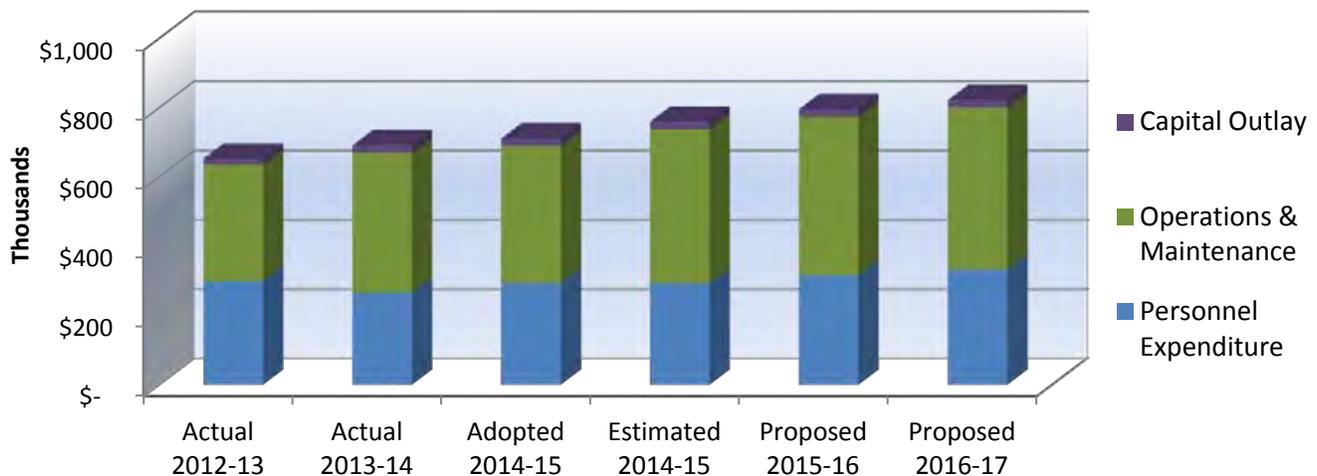
Division No: 0208

The Community Park Division is dedicated to providing classes, programs, and services that bring the Poway community together, and expand recreational opportunities for people of all ages. Staff develops and hosts events and activities that promote health and wellness, and are accessible to families at all income levels. Staff coordinates with the Poway Senior Center and local nonprofit groups to provide programming reflective of the community's needs and interests.

## Division Goals & Objectives

- » As identified below, meet or exceed Division Activity Statistics for FY 2015-16.
- » Provide Poway's teen population the opportunity to grow their leadership abilities. Increase the number of teen volunteers from 65 to 130.
- » Ensure minimized interruption to operations while coordinating directly with the Public Works and Development Services departments to complete Capital Improvement Projects.

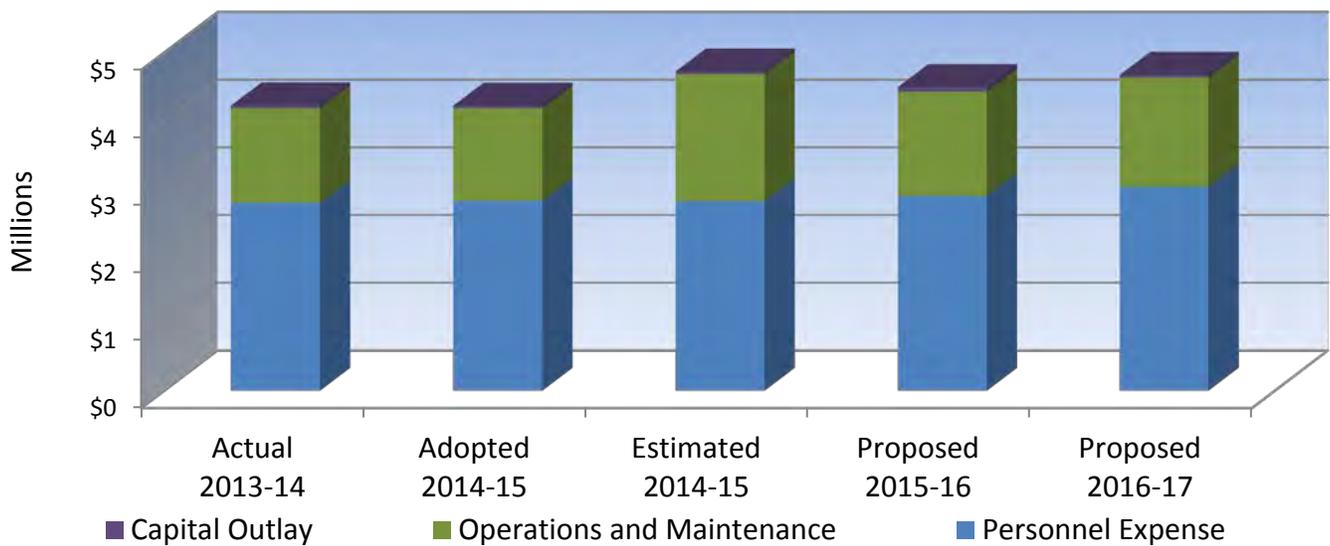
Division Activity Statistics	2012-13 Actual	2013-14 Actual	2014-15 Adopted	2014-15 Estimated	2015-16 Proposed	2016-17 Proposed
Youth and Teen Programs	15	25	27	23	23	23
Youth and Teen Program Participants	930	1,872	1,850	1,900	1,950	2,000
Contract Classes and Camps	486	549	515	555	565	565
Contract Class and Camp Participants	3,591	4,299	4,500	4,350	4,450	4,450
Special Event Attendance	3,750	10,082	10,100	10,600	11,100	11,600
Facility Reservations	726	405	420	425	435	435
<b>Division Operating Budget</b>						
<i>Authorized Positions (FTE)</i>	3.8	5.3	5.8	5.8	5.8	5.8
◆ Personnel Expenditure	\$ 302,515	\$ 267,888	\$ 297,010	\$ 296,684	\$ 319,720	\$ 335,340
◇ Operations & Maintenance	335,116	403,829	394,850	443,965	456,260	466,950
◇ Capital Outlay	17,810	21,370	21,310	21,310	22,060	22,060
<b>Division Total</b>	<b>\$ 655,441</b>	<b>\$ 693,087</b>	<b>\$ 713,170</b>	<b>\$ 761,959</b>	<b>\$ 798,040</b>	<b>\$ 824,350</b>



# DEVELOPMENT SERVICES

Department Code: 0300

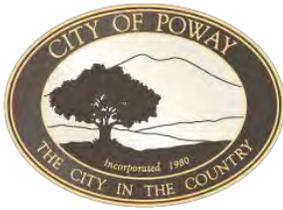
Expense Classification	2012-13 Actual	2013-14 Actual	2014-15 Adopted	2014-15 Estimated	2015-16 Proposed	2016-17 Proposed
<i>Total Positions</i>	22.9	23.5	24.8	22.5	22.5	22.5
Personnel Expense	\$ 2,682,967	\$ 2,773,263	\$ 2,808,251	\$ 2,801,224	\$ 2,877,710	\$ 3,012,060
Operations and Maintenance	1,373,937	1,402,677	1,366,921	1,879,216	1,541,980	1,616,320
Capital Outlay	68,620	37,920	36,890	36,890	67,110	38,710
<b>Total Dept. Operating Budget</b>	<b>\$ 4,125,524</b>	<b>\$ 4,213,860</b>	<b>\$ 4,212,062</b>	<b>\$ 4,717,330</b>	<b>\$ 4,486,800</b>	<b>\$ 4,667,090</b>



## Strategic Plan: Goals and Implementation

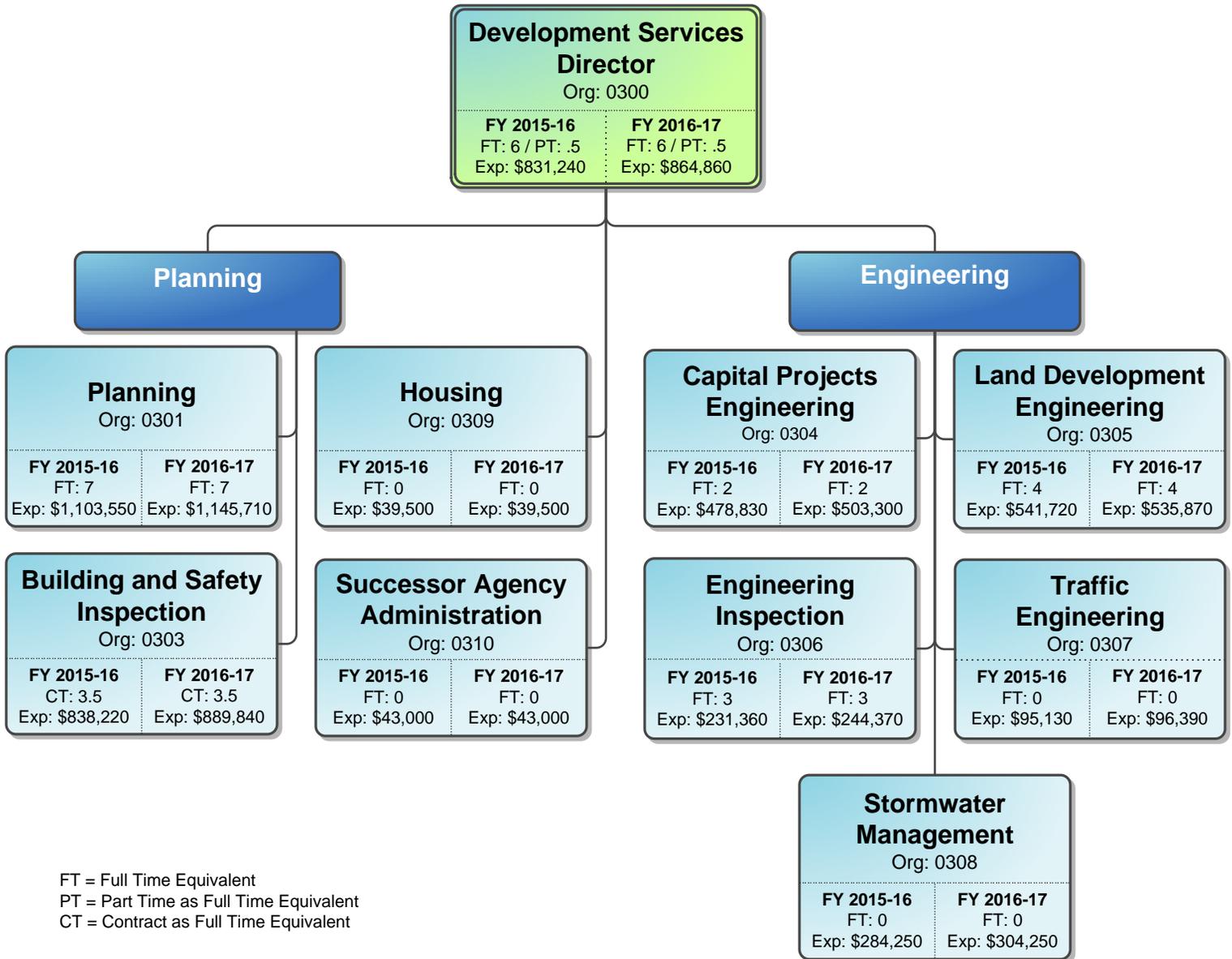
- Explore alternative energy sources, such as solar power, to reduce costs.
- Conduct a nexus fee study to determine actual cost of service delivery for planning, building and engineering; and determine an appropriate cost recovery model for Development Services.
- Coordinate with regional, State and Federal agencies to identify and secure new grants as they become available.
- Install sidewalks and street lighting on Midland Road.
- Implement safety improvements on Espola Road.
- Maintain a Pavement Condition Index rating of 70 or greater.
- Utilize an online permitting tool to streamline the application process for development and code compliance issues.
- Lead implementation of the Poway Road Specific Plan, and coordinate with other departments and the Ad Hoc Committee.
- Support development, design and future construction of the Mickey Cafagna Community Center.
- Continue to support the development of affordable housing projects in the City via partnerships with housing providers.
- Revise the landscape manual for Zone B vegetation management requirements.

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# Development Services Department

FY 2015-16	FY 2016-17
Total FT: 22 / PT: .5 / CT: 3.5	Total FT: 22 / PT: .5 / CT: 3.5
Total Exp. \$4,486,800	Total Exp. \$4,667,090



# DIRECTOR OF DEVELOPMENT SERVICES

## Development Services Department

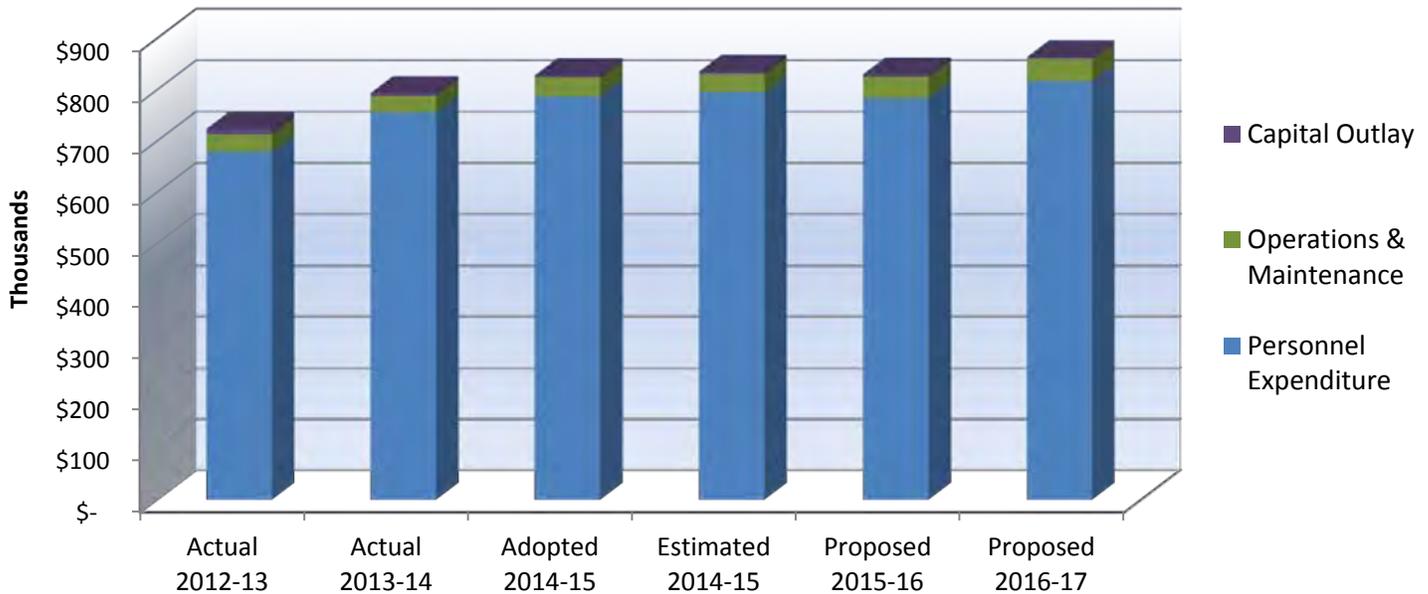
Division No: 0300

The Office of the Director is responsible for the overall administration of the department. The Director is responsible for managing the operation of the department and ensuring that all department goals are achieved in an efficient manner.

### Division Goals & Objectives

- » Continue work on the Poway Road Corridor Study.
- » Complete updates to the Municipal Code.
- » Oversee design of the Mikey Cafagna Community Center.
- » Oversee City Capital Improvement Program.
- » Oversee purchase of open space in accordance with the Habitat Acquisition Strategy.

Division Operating Budget	2012-13 Actual	2013-14 Actual	2014-15 Adopted	2014-15 Estimated	2015-16 Proposed	2016-17 Proposed
<i>Authorized Positions (FTE)</i>	6.9	7.6	7.0	7.0	6.5	6.5
◆ Personnel Expenditure	\$ 680,683	\$ 757,742	\$ 788,870	\$ 795,888	\$ 784,270	\$ 818,150
◆ Operations & Maintenance	33,722	31,936	36,020	36,020	41,970	43,110
◆ Capital Outlay	10,360	5,160	4,350	4,350	5,000	3,600
<b>Division Total</b>	<b>\$ 724,765</b>	<b>\$ 794,838</b>	<b>\$ 829,240</b>	<b>\$ 836,258</b>	<b>\$ 831,240</b>	<b>\$ 864,860</b>



Program Budgets	Approp. Thru May 2015	Added for 2015-17	Total
5110 – North County Winter Shelter	\$72,555	\$22,250	\$94,805
5961 – Home Share & Community Connections	787,981	159,790	947,771
<b>Total Program Budgets</b>	<b>\$860,536</b>	<b>\$182,040</b>	<b>\$1,042,576</b>

# PLANNING

## Development Services Department

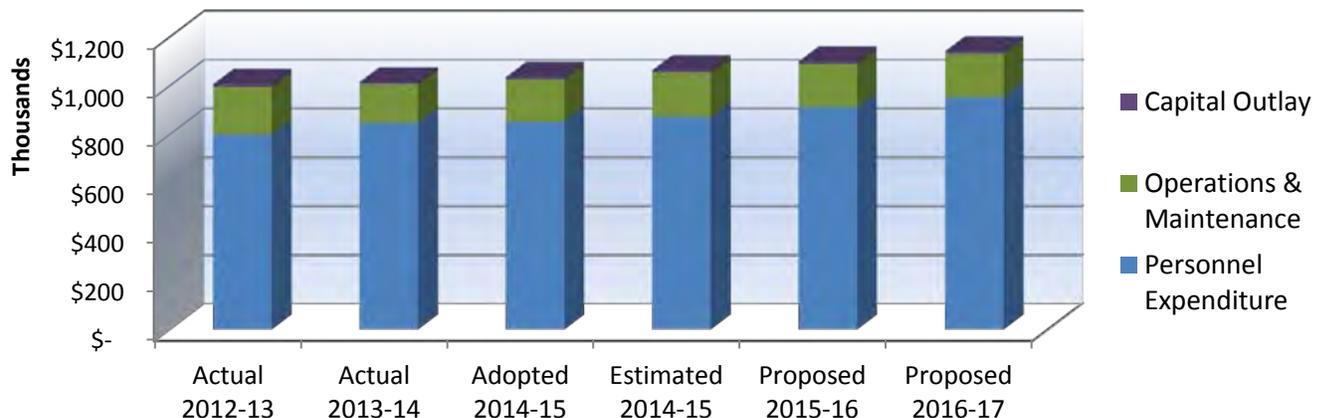
### Division No: 0301

The Planning Division assists the development community and homeowners with processing land use applications and ensuring compliance with zoning and conditions of approval through plan reviews and field inspections. It is the City's goal to process all land use applications in a timely manner. Code Compliance is conducted within the Planning Division and enforces City regulations on signs, graffiti, businesses, noise, housing, vegetation management, Stormwater pollution, vehicle abatement, and other topics.

#### Division Goals & Objectives

- » Provide accurate information to the public in a timely manner.
- » Continue work on the Poway Road Corridor Study.
- » Pursue purchase of open space in accordance with the Habitat Acquisition Strategy.
- » Complete zoning amendments to the Poway Municipal Code.
- » Apply Affordable Housing Overlay Zones to sites identified in the Housing Element.
- » Follow adopted code compliance procedures and work with property owners to gain compliance.
- » Complete design of the Mickey Cafagna Community Center.

Division Activity Statistics	2012-13 Actual	2013-14 Actual	2014-15 Adopted	2014-15 Estimated	2015-16 Proposed	2016-17 Proposed
Development Review Applications	63	48	70	45	62	66
Conditional Use Permit Applications	22	11	23	25	22	26
Sign Permit Applications	160	131	186	120	145	163
Variance Applications	7	5	8	8	7	8
Temporary Use Permit Applications	65	56	65	60	62	67
Vegetation Abatements	944	876	925	885	895	890
<b>Division Operating Budget</b>						
<i>Authorized Positions (FTE)</i>	7.0	7.2	7.0	7.0	7.0	7.0
◆ Personnel Expenditure	\$ 803,335	\$ 851,297	\$ 856,960	\$ 875,456	\$ 915,260	\$ 957,360
◆ Operations & Maintenance	194,649	158,403	173,060	182,530	178,950	179,010
◆ Capital Outlay	12,600	8,940	9,340	9,340	9,340	9,340
<b>Division Total</b>	<b>\$1,010,584</b>	<b>\$1,018,640</b>	<b>\$1,039,360</b>	<b>\$1,067,326</b>	<b>\$1,103,550</b>	<b>\$1,145,710</b>



# BUILDING AND SAFETY INSPECTION

*Development Services Department*

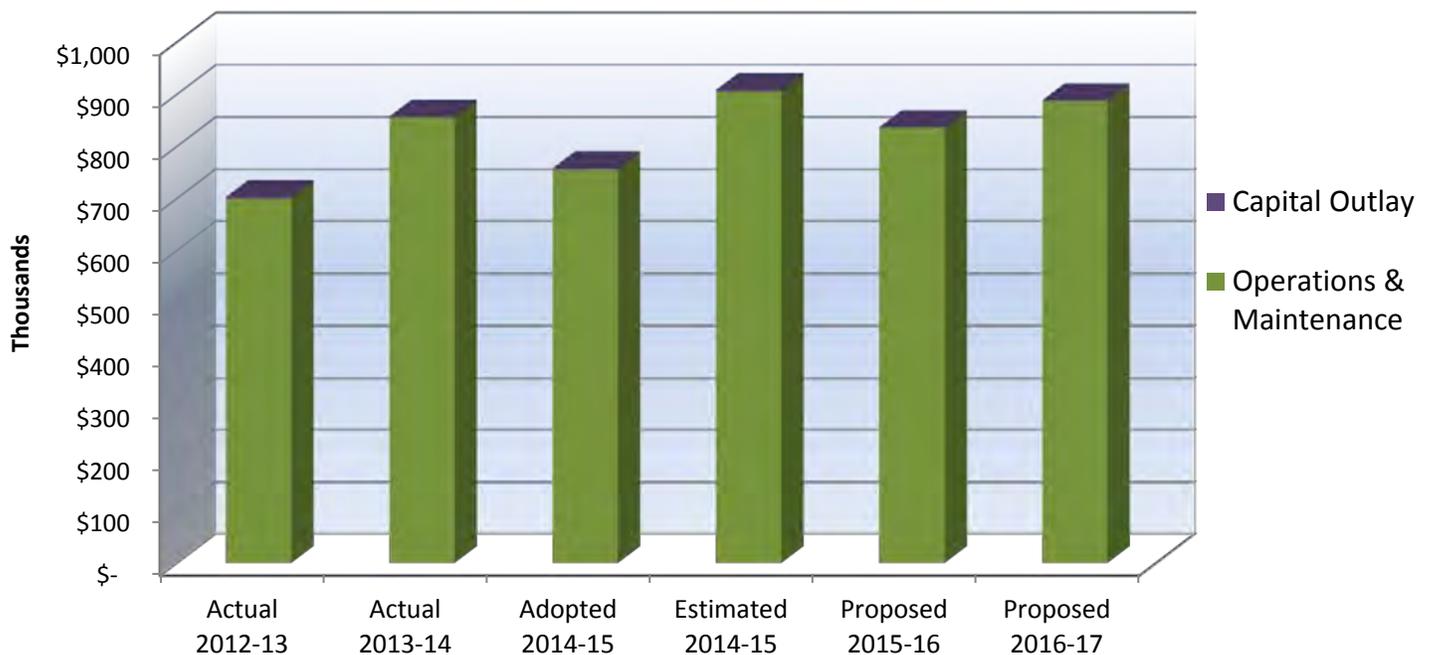
*Division No: 0303*

The Building and Safety Inspection Division provides assistance and information on construction code requirements to developers and residents through telephone/counter contacts, plan check review, and structural, electrical, plumbing, and mechanical inspections. The City's Building and Safety Inspection services are provided through a contract with Esgil Corporation.

## Division Goals & Objectives

- » Provide accurate information and plan check and inspection services to developers and residents.
- » Monitor and implement changes in laws, codes, and techniques that affect the building industry.
- » Maintain and update the Access database record of all stored plans.

Division Activity Statistics	2012-13 Actual	2013-14 Actual	2014-15 Adopted	2014-15 Estimated	2015-16 Proposed	2016-17 Proposed
Plan Checks	705	896	715	805	842	889
Building Permits	2,099	2,682	2,278	2,410	2,531	2,695
Inspections	6,112	8,221	6,740	7,895	8,040	8,089
Division Operating Budget						
◊ Operations & Maintenance	\$ 701,323	\$ 856,811	\$ 756,500	\$ 907,241	\$ 836,420	\$ 888,040
◊ Capital Outlay	2,280	1,800	2,410	2,410	1,800	1,800
Division Total	\$ 703,603	\$ 858,611	\$ 758,910	\$ 909,651	\$ 838,220	\$ 889,840



# CAPITAL PROJECTS ENGINEERING

*Development Services Department*

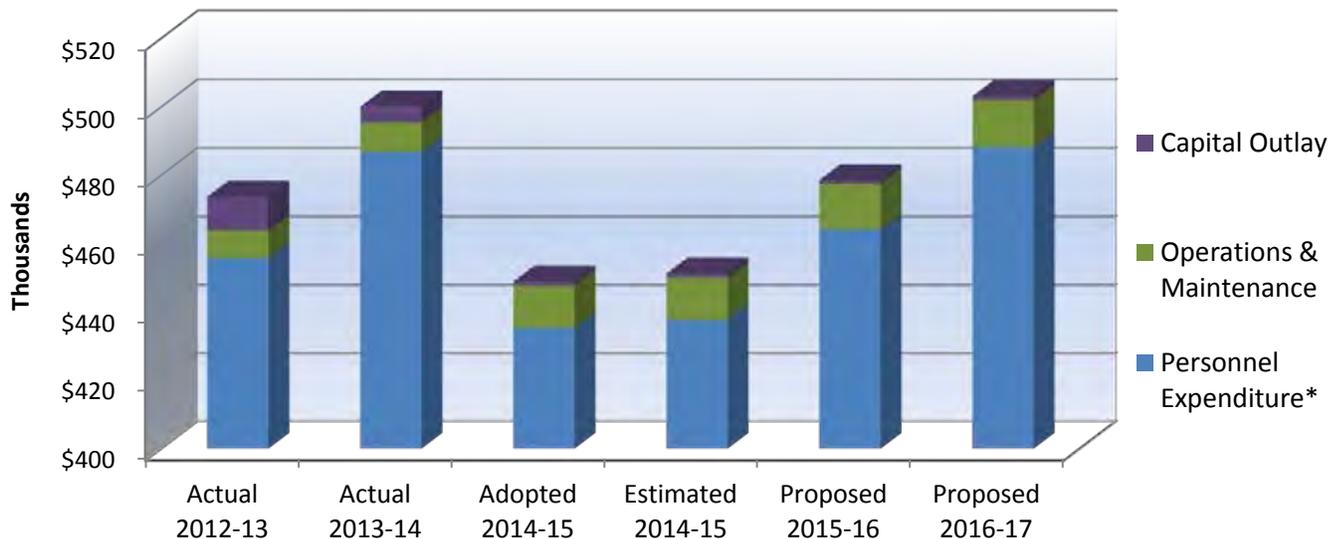
*Division No: 0304*

The Capital Projects Engineering Division is responsible for surveys, design, construction administration, and inspection services for capital improvement projects. This Division also performs special studies and provides engineering support for projects in other departments such as Community Services and Public Works.

## Division Goals & Objectives

- » Complete Capital Improvement Projects (CIP) in accordance with the approved CIP Program, including the design and construction of Blue Crystal, Welton, Buehler, and Sagecrest Reservoir rehabilitation projects, Community Park Swim Center renovations, Old Poway Park general construction and repairs, Poway Center for the Performing Arts (PCPA) cooling tower repair and boiler replacement, Lake Poway parking lot expansion, Espola Road safety improvements, and preparation of the City Facilities Maintenance Assessment.
- » Explore opportunities for future water conserving CIP projects.
- » Expand overall TRAKiT database by inputting data associated with CIP projects into LandTrak.

Division Activity Statistics	2012-13 Actual	2013-14 Actual	2014-15 Adopted	2014-15 Estimated	2015-16 Proposed	2016-17 Proposed
Projects in Design	18	17	17	19	20	20
Projects Under Construction	10	14	12	12	16	16
<b>Division Operating Budget</b>						
<i>Authorized Positions (FTE)</i>	2.0	1.8	2.0	2.0	2.0	2.0
◆ Personnel Expenditure*	\$ 455,976	\$ 487,111	\$ 435,480	\$ 437,809	\$ 464,340	\$ 488,420
◆ Operations & Maintenance	7,950	8,429	12,400	12,400	13,350	13,740
◆ Capital Outlay	9,980	4,640	1,140	1,140	1,140	1,140
<b>Division Total</b>	<b>\$ 473,906</b>	<b>\$ 500,180</b>	<b>\$ 449,020</b>	<b>\$ 451,349</b>	<b>\$ 478,830</b>	<b>\$ 503,300</b>



\*Includes allocated cost of shared positions

# LAND DEVELOPMENT ENGINEERING

*Development Services Department*

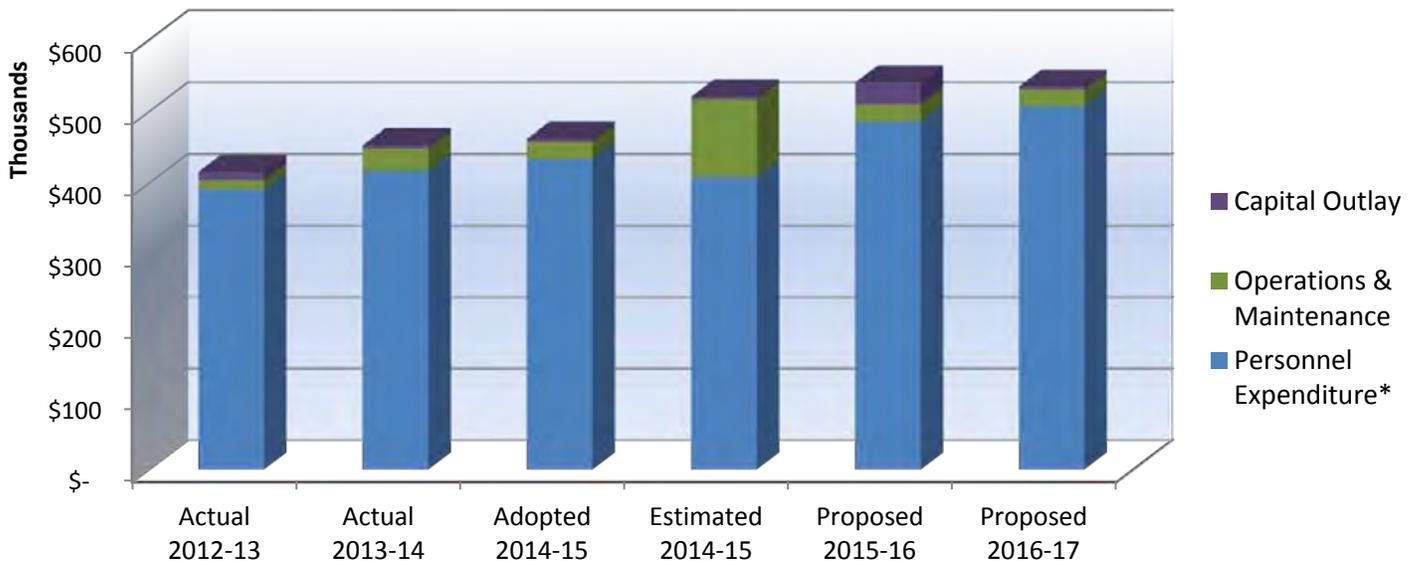
*Division No: 0305*

The Land Development Engineering Division assists the private development community and homeowners with processing grading permits, improvement plans, and addressing other engineering matters in a timely manner while ensuring compliance with City standards and specific conditions of approval.

## Division Goals & Objectives

- » Provide accurate information to the public in a timely manner.
- » Complete initial reviews of all grading and improvement plans within four weeks of submittal.
- » Undertake public outreach effort to improve understanding and awareness of land development engineering requirements.
- » Update the City's utility undergrounding policies and procedures.
- » Update the Floodplain Development Permit Regulations in the Municipal Code.

<b>Division Activity Statistics</b>	2012-13 Actual	2013-14 Actual	2014-15 Adopted	2014-15 Estimated	2015-16 Proposed	2016-17 Proposed
Grading Permit Applications	17	18	16	16	16	16
Improvement Plan Applications	8	7	8	4	8	8
Other Engineering Reviews	81	43	74	52	52	52
Right-of-Way Permit Applications	236	291	300	228	250	250
<b>Division Operating Budget</b> 						
<i>Authorized Positions (FTE)</i>	3.0	3.0	3.0	3.5	4.0	4.0
◆ Personnel Expenditure*	\$ 392,464	\$ 419,123	\$ 435,671	\$ 409,513	\$ 487,150	\$ 508,490
◆ Operations & Maintenance	12,643	31,151	23,500	108,437	23,990	23,800
◆ Capital Outlay	11,840	3,700	3,700	3,700	30,580	3,580
<b>Division Total</b>	<b>\$ 416,947</b>	<b>\$ 453,974</b>	<b>\$ 462,871</b>	<b>\$ 521,650</b>	<b>\$ 541,720</b>	<b>\$ 535,870</b>



*\*Portion of costs allocated for shared positions*

# ENGINEERING INSPECTION

*Development Services Department*

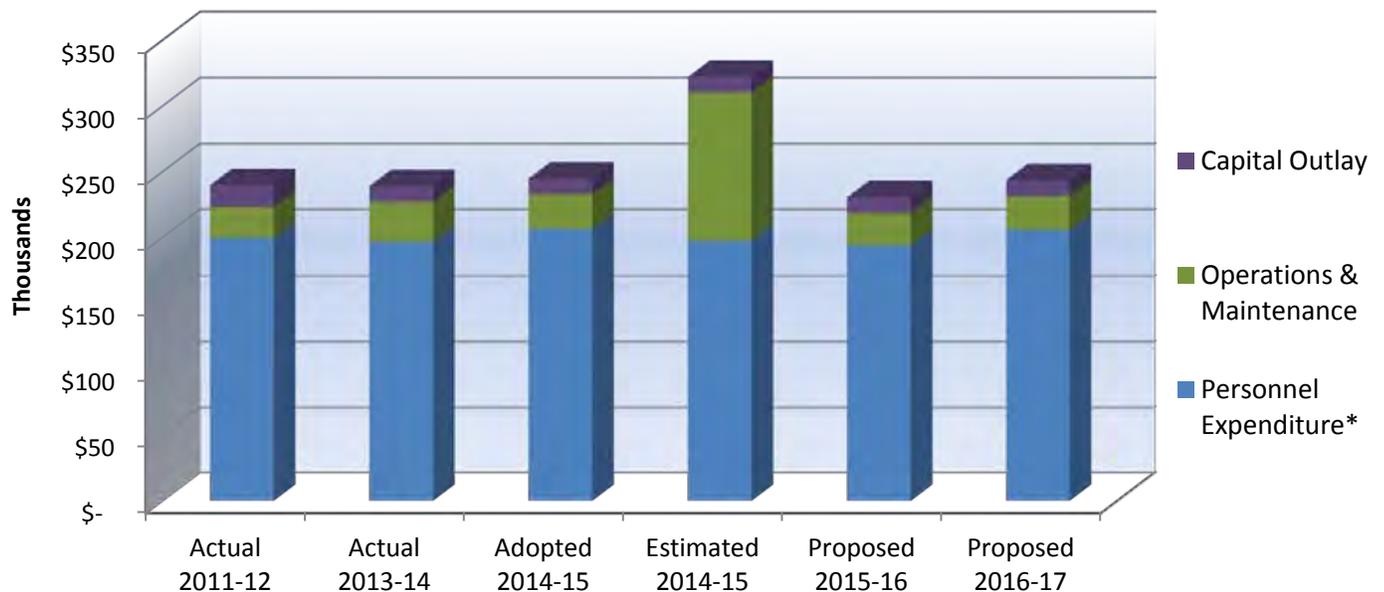
*Division No: 0306*

The Engineering Inspection Division is responsible for ensuring that all public and private construction projects comply with the City-approved plans and specifications and meet State requirements to prevent stormwater pollution.

## Division Goals & Objectives

- » Respond to inspection needs or requests on public and private projects.
- » Oversee right-of-way permits according to established procedures from review of plans to final project inspection.
- » Train all Engineering Inspectors annually on National Pollutant Discharge Elimination System (NPDES) requirements and other technical inspection issues.

<b>Division Activity Statistics</b>	2011-12 Actual	2013-14 Actual	2014-15 Adopted	2014-15 Estimated	2015-16 Proposed	2016-17 Proposed
Grading Projects Inspected	30	26	36	38	38	38
MDRAs Inspected	24	40	32	36	36	36
Capital Improvement Projects Inspected	13	15	12	12	16	16
Right-of-Way Permits Inspected	180	291	300	228	250	250
<b>Division Operating Budget</b> 						
<i>Authorized Positions (FTE)</i>	3.0	3.0	3.0	3.0	3.0	3.0
◆ Personnel Expenditure*	\$ 200,274	\$ 197,401	\$ 207,210	\$ 198,498	\$ 194,500	\$ 206,190
◇ Operations & Maintenance	23,759	30,533	26,531	112,463	24,640	25,960
◇ Capital Outlay	16,440	11,820	11,820	11,820	12,220	12,220
<b>Division Total</b>	<b>\$ 240,473</b>	<b>\$ 239,754</b>	<b>\$ 245,561</b>	<b>\$ 322,781</b>	<b>\$ 231,360</b>	<b>\$ 244,370</b>



*\*Portion of costs allocated for shared positions*

# TRAFFIC ENGINEERING

*Development Services Department*

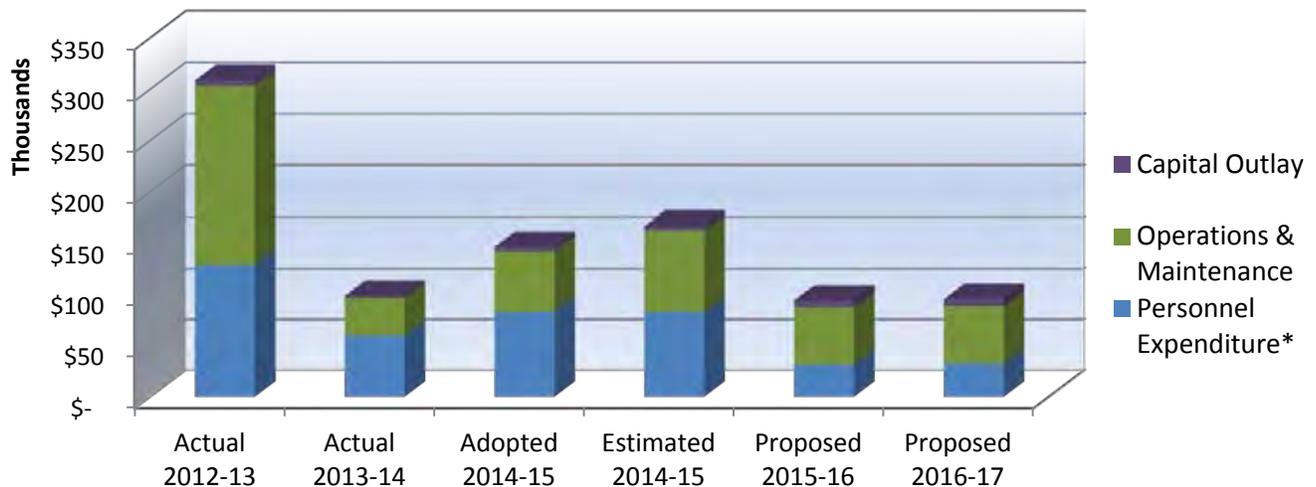
*Division No: 0307*

The Traffic Engineering Division is responsible for resolving the City's traffic engineering and transportation planning issues. Staff oversees the operation and maintenance of the City's computerized traffic signal system and reviews all work area traffic control designs and traffic impact reports for land development projects.

## Division Goals & Objectives

- » Collect traffic data for SANDAG and review its Congestion Management Program.
- » Maintain current speed surveys in accordance with the California Vehicle Code.
- » Respond to all inquiries regarding traffic related issues.
- » Review development projects according to established timelines.

Division Activity Statistics	2012-13 Actual	2013-14 Actual	2014-15 Adopted	2014-15 Estimated	2015-16 Proposed	2016-17 Proposed
Traffic Counts	53	25	90	25	20	20
Traffic Safety Committee Items	2	4	4	3	3	3
Traffic Control Plan Reviews	236	291	300	228	250	250
<b>Division Operating Budget</b>						
<i>Authorized Positions (FTE)</i>	<i>0.8</i>	<i>0.3</i>	<i>1.0</i>	-	-	-
◆ Personnel Expenditure*	\$ 130,030	\$ 60,589	\$ 84,060	\$ 84,060	\$ 32,190	\$ 33,450
◇ Operations & Maintenance	174,100	37,031	59,310	79,310	55,910	55,910
◇ Capital Outlay	5,120	1,860	4,130	4,130	7,030	7,030
<b>Division Total</b>	<b>\$ 309,250</b>	<b>\$ 99,480</b>	<b>\$ 147,500</b>	<b>\$ 167,500</b>	<b>\$ 95,130</b>	<b>\$ 96,390</b>



Program Budgets	Approp. Through May 2015	Added for 2015-17	Total
1188 - Motorist Aid Services	\$175,344	\$0	\$175,344
<b>Total Program Budgets</b>	<b>\$175,344</b>	<b>\$0</b>	<b>\$175,344</b>

\*Allocated cost of shared positions beginning in 2014-15

# STORMWATER MANAGEMENT

*Development Services Department*

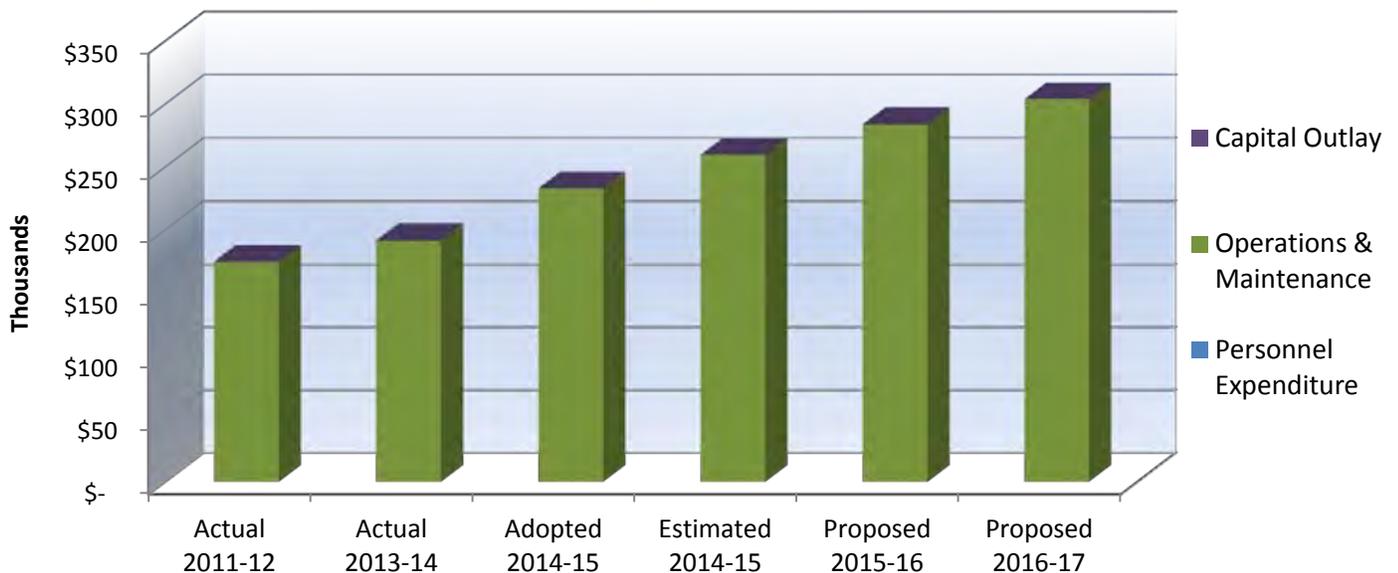
*Division No: 0308*

The Stormwater Management Division is responsible for preserving, protecting, and improving the waters of the U.S. within the City boundaries. Staff maintains compliance with the National Pollutant Discharge Elimination System Permit by reducing or preventing the discharge of pollutants to the storm drain system and performing required inspections, monitoring and annual reporting.

## Division Goals & Objectives

- » Reorganize the City's stormwater program, including the City's Municipal Code, to satisfy the requirements of the new storm water permit.
- » Implement bacteria Total Maximum Daily Load (TMDL) requirements as necessary, and sediment TMDL requirements once approved by Regional Water Quality Control Board.
- » Inspect industrial/commercial/municipal facilities, construction sites, treatment best management practices, and other items.

Division Activity Statistics	2011-12 Actual	2013-14 Actual	2014-15 Adopted	2014-15 Estimated	2015-16 Proposed	2016-17 Proposed
Municipal inspections	30	30	30	30	30	30
Educational materials distributed	57,000	30,000	30,000	200	200	200
Dry weather sites monitored	50	50	50	50	50	50
Division Operating Budget 						
<i>Authorized Positions (FTE)</i>	-	-	-	-	-	-
◆ Personnel Expenditure	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
◆ Operations & Maintenance	175,263	192,122	233,550	260,315	284,250	304,250
◆ Capital Outlay	-	-	-	-	-	-
Division Total	\$ 175,263	\$ 192,122	\$ 233,550	\$ 260,315	\$ 284,250	\$ 304,250



# HOUSING AUTHORITY & PROGRAMS

*Development Services Department*

*Division No: 0309*

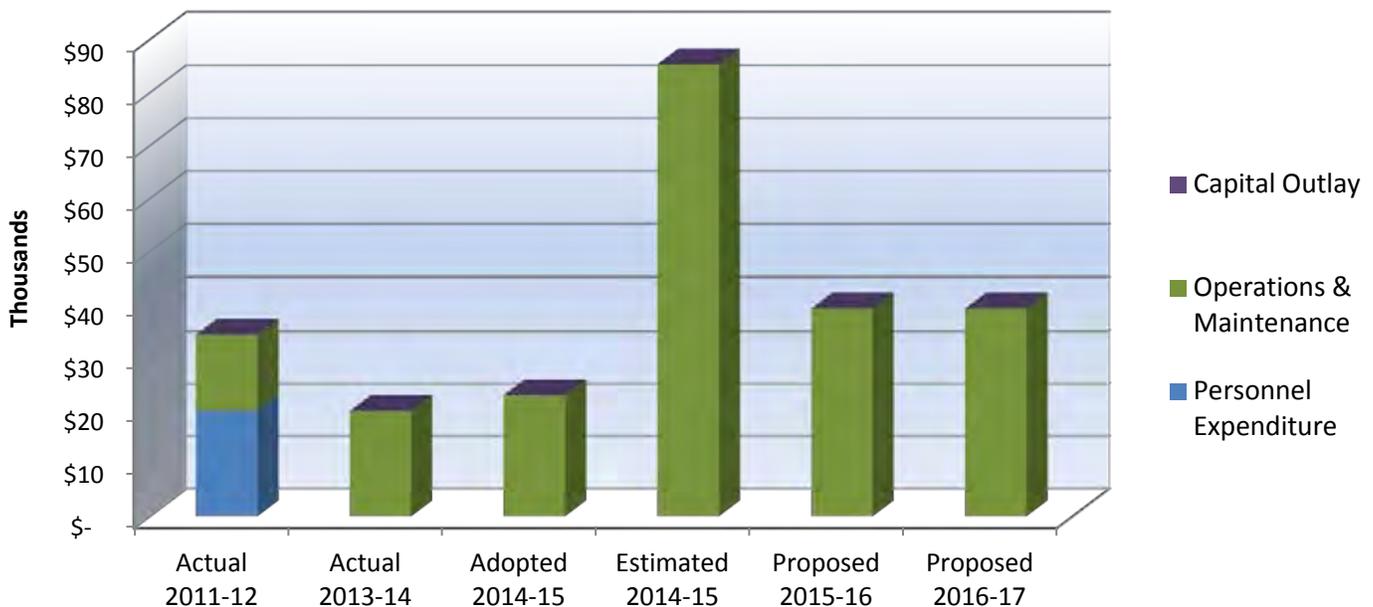
The Housing Authority and Programs Division supports Poway's Housing Authority. Staff works to provide the community with a variety of housing options, including high quality, multi-family and single-family homes affordable to low- and moderate-income households. This Division manages existing assets and facilities affordable housing development with care and attention to resident and community needs. Additionally, staff work with non-profit housing developers to build new quality affordable housing developments for the community.

## Division Goals & Objectives

### Programs

- » Monitor each of Poway's affordable housing developments to ensure continued compliance with regulatory agreements requirements.
- » Coordinate with County of San Diego to disseminate fair housing information.
- » Administer the SHOP and BEGIN loan programs including monitoring of existing program loans, and reissuance of loans related to participating household resales.
- » Work with non-profit developers to implement Exclusive Negotiating Rights Agreements and negotiate the terms of Disposition and Development Agreements for future affordable housing developments.

<b>Division Operating Budget</b> 	2011-12 Actual	2013-14 Actual	2014-15 Adopted	2014-15 Estimated	2015-16 Proposed	2016-17 Proposed
<i>Authorized Positions (FTE)</i>	0.2	-	-	-	-	-
◆ Personnel Expenditure	\$ 20,205	\$ -	\$ -	\$ -	\$ -	\$ -
◆ Operations & Maintenance	14,359	20,092	23,050	85,500	39,500	39,500
◆ Capital Outlay	-	-	-	-	-	-
<b>Division Total</b>	<b>\$ 34,564</b>	<b>\$ 20,092</b>	<b>\$ 23,050</b>	<b>\$ 85,500</b>	<b>\$ 39,500</b>	<b>\$ 39,500</b>





# REDEVELOPMENT SUCCESSOR AGENCY

## ADMINISTRATION

*Development Services Department*

*Division No: 0310*

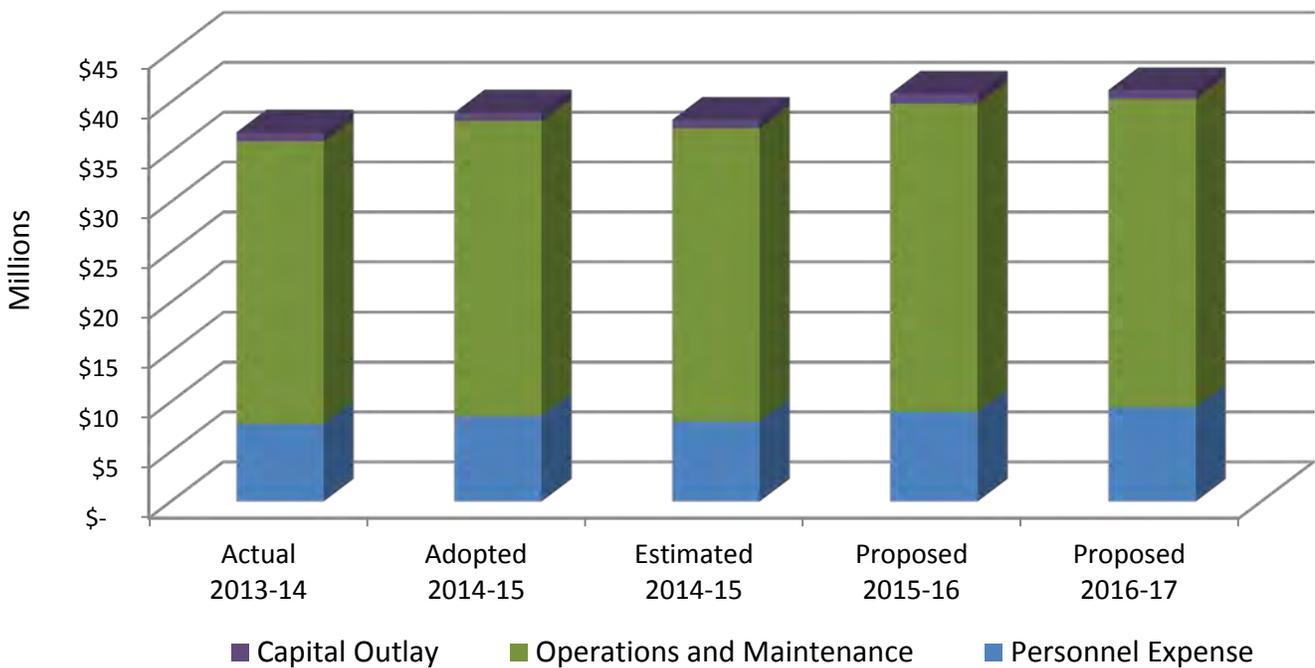
This Division is the administrative cost center for the Successor Agency to the former Poway Redevelopment Agency, dissolved effective February 1, 2012 by State Legislative action.

<b>Division Operating Budget</b> 	2012-13 Actual	2013-14 Actual	2014-15 Adopted	2014-15 Estimated	2015-16 Proposed	2016-17 Proposed
<i>Authorized Positions (FTE)</i>	-	0.70	1.88	-	-	-
◆ Personnel Expenditure	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
◆ Operations & Maintenance	36,169	36,169	23,000	95,000	43,000	43,000
◆ Capital Outlay	-	-	-	-	-	-
<b>Division Total</b>	\$ 36,169	\$ 36,169	\$ 23,000	\$ 95,000	\$ 43,000	\$ 43,000

# PUBLIC WORKS

Department Code: 0400

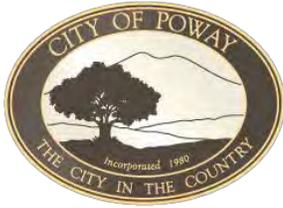
Expense Classification	2012-13 Actual	2013-14 Actual	2014-15 Adopted	2014-15 Estimated	2015-16 Proposed	2016-17 Proposed
<i>Authorized Positions</i>	76.6	77.7	83.4	86.4	88.4	89.4
Personnel Expense	\$ 7,704,265	\$ 7,750,429	\$ 8,516,130	\$ 8,007,984	\$ 8,969,950	\$ 9,443,860
Operations and Maintenance	27,637,299	28,288,905	29,540,780	29,344,362	30,849,680	30,856,830
Capital Outlay	789,937	902,008	868,660	852,015	1,001,550	878,610
<b>Total Department Budget</b>	<b>\$36,131,501</b>	<b>\$36,941,342</b>	<b>\$38,925,570</b>	<b>\$38,204,361</b>	<b>\$40,821,180</b>	<b>\$41,179,300</b>



## Strategic Plan: Goals and Implementation

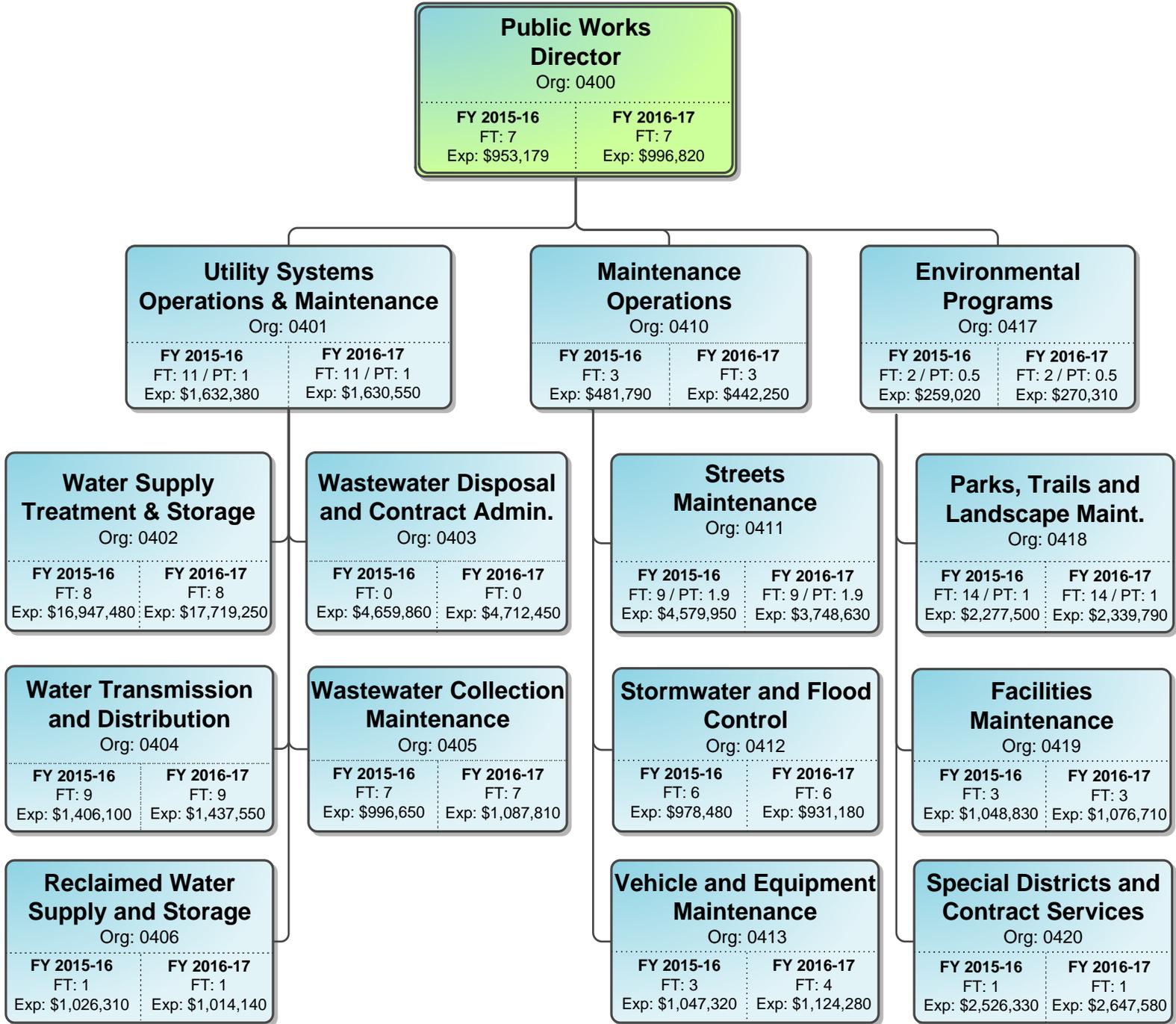
- Explore alternative energy sources such as solar power to reduce costs.
- Seek and apply for grants to fund infrastructure improvements including water, sewer, and roadways.
- Develop and implement a comprehensive risk management plan.
- Update the Poway Trail Guide.
- Initiate study to expand Recycled Water distribution beyond the Business Park.
- Explore alternative Water Treatment Facility possibilities.

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# Public Works Department

FY 2015-16	FY 2016-17
Total FT: 84 / PT: 4.4	Total FT: 85 / PT: 4.4
Total Exp. \$40,821,180	Total Exp. \$41,179,300



FT = Full Time Equivalent  
 PT = Part Time as Full Time Equivalent

# DIRECTOR OF PUBLIC WORKS

## Public Works Department

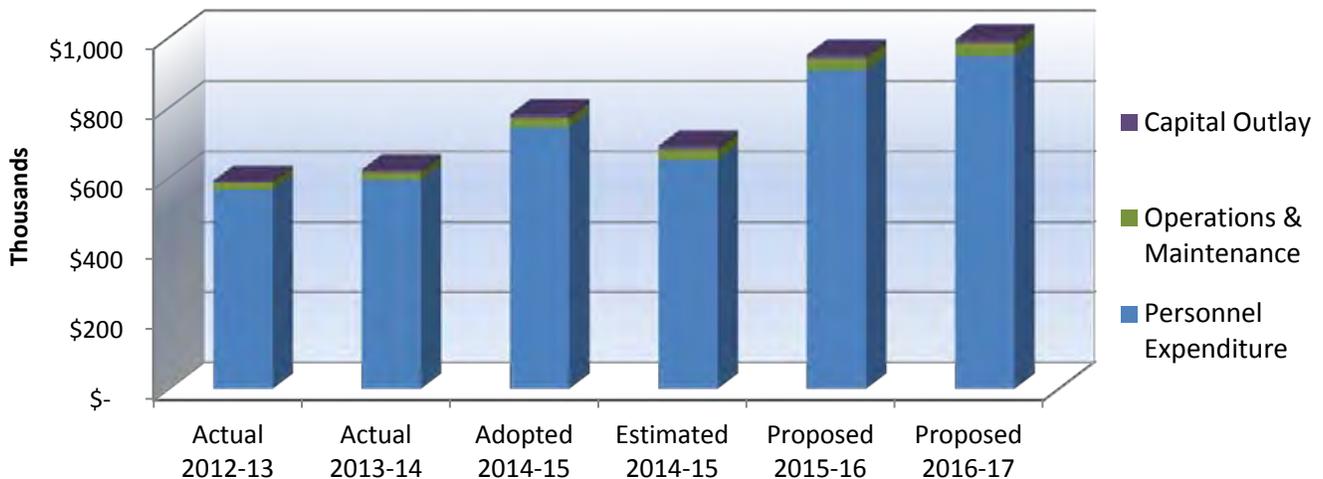
Division No: 0400

The Office of the Director oversees and coordinates 14 functional areas to ensure reliable operation and maintenance of public infrastructure to protect public health and safety. The Department is responsible for compliance with State and Federal regulations for water treatment, water distribution, wastewater, reclaimed water, stormwater, flood control, solid waste and household hazardous waste, and fleet operations. Additional functions include maintenance of streets, medians, sidewalks and signage; parks, trails and open space; urban forestry; traffic signals and street lights; resource conservation, and administration of special districts. The Director's Office ensures Department preparedness for emergency events, including fire and severe weather.

### Division Goals & Objectives

- » Ensure all operations meet or exceed regulatory requirements.
- » Meet or exceed the state mandated solid waste diversion rate of 50%.
- » Ensure timely, effective response to service requests.

Division Activity Statistics	2012-13 Actual	2013-14 Actual	2014-15 Adopted	2014-15 Estimated	2015-16 Proposed	2016-17 Proposed
Work Orders	6,682	5,400	8,050	8,800	8,250	8,450
Online Service Requests	356	390	400	510	510	510
Percent of Total Waste Stream Diverted from Landfills	67%	66%	66%	66%	67%	68%
<b>Division Operating Budget</b> 						
<i>Authorized Positions (FTE)</i>	4.0	3.8	5.0	5.0	7.0	7.0
◆ Personnel Expenditure	\$ 568,656	\$ 595,964	\$ 746,330	\$ 654,403	\$ 908,030	\$ 950,110
◆ Operations & Maintenance	20,518	21,844	25,900	28,241	35,170	36,730
◆ Capital Outlay	4,500	7,740	10,630	10,630	9,980	9,980
<b>Division Total</b>	<b>\$ 593,674</b>	<b>\$ 625,548</b>	<b>\$ 782,860</b>	<b>\$ 693,274</b>	<b>\$ 953,180</b>	<b>\$ 996,820</b>



# UTILITY SYSTEMS OPERATIONS AND MAINTENANCE

*Public Works Department*

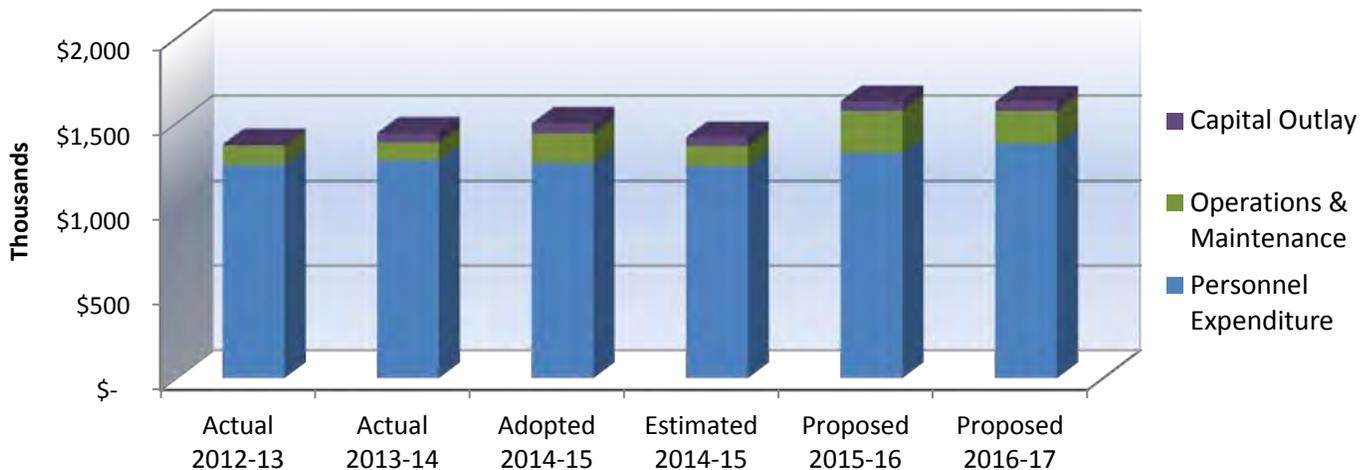
*Division No: 0401*

This Division plans work and directs activities to ensure delivery of water to residents and businesses and transportation of wastewater to the City of San Diego's wastewater treatment system for production of reclaimed water or discharge through the Point Loma Treatment Plant. Raw water purchased from the San Diego County Water Authority is piped to Poway's Water Treatment Plant, which is currently delivering over 10 million gallons per day of treated water to 19 reservoirs for domestic and commercial use, landscape irrigation, and fire protection. Central to the delivery of high quality potable water, reclaimed water, and the disposal of wastewater is a complex piping and pumping system that is operated and maintained by this Division. This Division is also responsible for providing field customer service related to water service, including meter reading and repair and turning water service on and off.

## Division Goals & Objectives

- » Operate and maintain all potable and reclaimed pumping and storage facilities.
- » Operate and maintain system to transport wastewater for treatment.
- » Complete Geographic Information System (GIS) mapping of utilities systems to support efficiency of field work.

<b>Division Activity Statistics</b>	2012-13 Actual	2013-14 Actual	2014-15 Adopted	2014-15 Estimated	2015-16 Proposed	2016-17 Proposed
Average daily potable water (Million Gallons per Day)	10.16	10.66	8.65	10.37	8.85	8.85
Average daily wastewater pumped and gravity fed (Million Gallons per Day)	2.86	2.73	3.63	2.53	2.29	2.29
Water Meters Read	84,474	85,229	85,700	85,700	85,700	85,700
<b>Division Operating Budget</b>						
<i>Authorized Positions (FTE)</i>	<i>11.4</i>	<i>11.5</i>	<i>11.0</i>	<i>13.0</i>	<i>12.0</i>	<i>12.0</i>
◆ Personnel Expenditure	\$1,259,831	\$1,286,912	\$1,271,590	\$1,253,355	\$1,329,440	\$1,386,310
◆ Operations & Maintenance	113,267	105,366	176,281	118,565	248,040	192,340
◆ Capital Outlay	7,344	55,914	56,200	50,925	54,900	51,900
<b>Division Total</b>	\$1,380,442	\$1,448,192	\$1,504,071	\$1,422,845	\$1,632,380	\$1,630,550



# WATER SUPPLY, TREATMENT AND STORAGE

*Public Works Department*

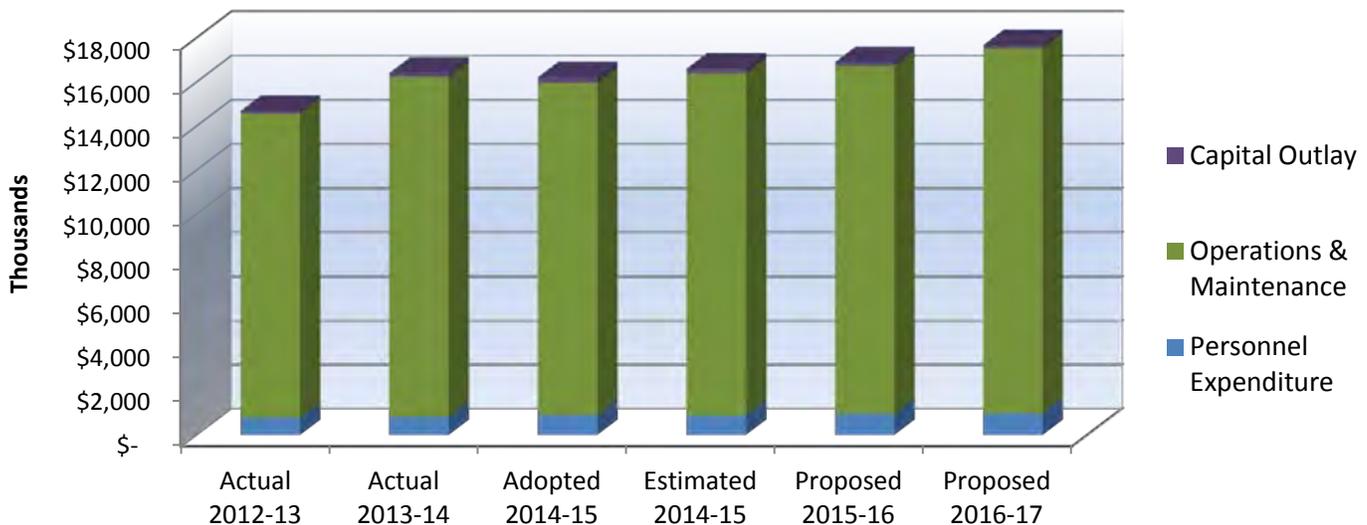
*Division No: 0402*

This Division plans for and acquires water supplies, maximizes the water storage capabilities of Lake Poway and the City's reservoir system, treats raw water to ensure potable water quality that meets or exceeds regulatory requirements, and ensures the availability of high-quality water during normal and high-demand times. The Division must meet comprehensive regulatory reporting requirements for State, Federal, and local agencies.

## Division Goals & Objectives

- » Provide water quality that meets or exceeds regulatory requirements.
- » Maximize utilization of Lake Poway storage.
- » Maintain compliance with Cal-OSHA regulations.

Division Activity Statistics	2012-13 Actual	2013-14 Actual	2014-15 Adopted	2014-15 Estimated	2015-16 Proposed	2016-17 Proposed
Raw water purchased*	10.79	11.77	9.81	10.84	10.56	10.56
Treated water delivered*	10.16	10.66	8.65	10.37	8.85	8.85
Annual water quality samples	41,900	41,900	41,900	41,900	41,900	41,900
Percentage of test results	100%	100%	100%	100%	100%	100%
<b>Division Operating Budget</b>						
<i>Authorized Positions (FTE)</i>	6.2	6.1	7.0	7.0	8.0	8.0
◆ Personnel Expenditure	\$ 814,670	\$ 832,372	\$ 919,340	\$ 905,983	\$ 975,160	\$ 1,023,290
◆ Operations & Maintenance	13,811,377	15,446,470	15,112,669	15,531,069	15,810,380	16,565,820
◆ Capital Outlay	104,461	172,195	229,130	207,666	161,940	130,140
<b>Division Total</b>	<b>\$ 14,730,508</b>	<b>\$16,451,037</b>	<b>\$16,261,139</b>	<b>\$16,644,718</b>	<b>\$ 16,947,480</b>	<b>\$ 17,719,250</b>



Program Budgets	Approp. Through May 2015	Added for 2015-2017	Total
1167 Water Conservation	\$ 436,558	\$ -	\$ 436,558
<b>Total Program Budgets</b>	<b>\$ 436,558</b>	<b>\$ -</b>	<b>\$ 436,558</b>

\* Measured in Million Gallons per Day

# WASTEWATER DISPOSAL AND CONTRACT ADMINISTRATION

## Public Works Department

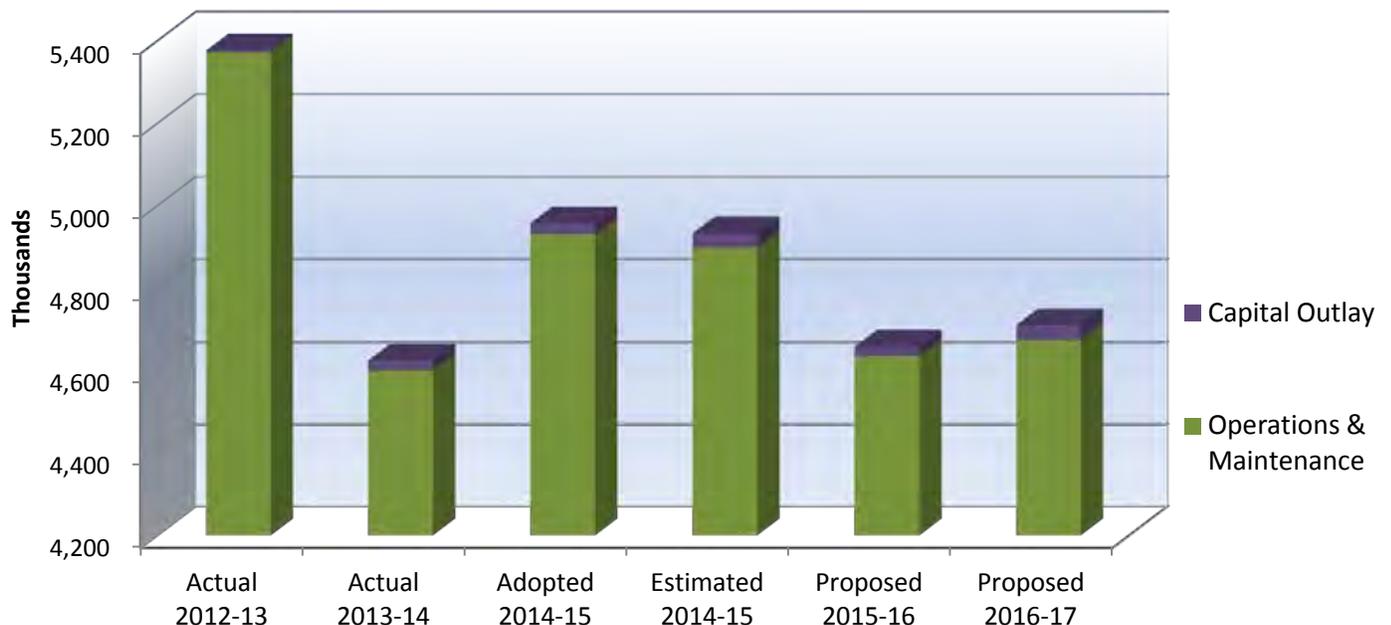
### Division No: 0403

This Division's costs include power to operate the City's five sewage lift stations that pump an average of 244 million gallons of wastewater annually, and contract costs for the transmission, treatment, and disposal of Poway's over one billion gallons of wastewater by the City of San Diego. The City of Poway participates in the San Diego Metro Wastewater Joint Powers Authority with 12 other cities and special districts in San Diego County for wastewater treatment and shared use of the City of San Diego's regional wastewater infrastructure.

#### Division Goals & Objectives

- » Coordination with the City of San Diego, Poway's wastewater treatment provider, to ensure cost effective service and to manage technical elements associated with wastewater transportation and treatment.
- » Maintain Poway's collection system lift stations and pumps according to recommended standards.
- » Implement new technology to improve operations throughout the collection system.

Division Activity Statistics	2012-13 Actual	2013-14 Actual	2014-15 Adopted	2014-15 Estimated	2015-16 Proposed	2016-17 Proposed
Wastewater pumped*	0.534	0.546	0.521	0.472	0.500	0.500
Wastewater flow*	2.86	2.73	3.63	2.80	3.29	3.29
<b>Division Operating Budget</b> 						
◆ Operations & Maintenance	5,375,290	4,602,096	4,932,190	4,899,737	4,636,560	4,676,550
◇ Capital Outlay	2,972	24,201	26,800	34,736	23,300	35,900
<b>Division Total</b>	<b>\$5,378,262</b>	<b>\$4,626,297</b>	<b>\$4,958,990</b>	<b>\$4,934,473</b>	<b>\$4,659,860</b>	<b>\$4,712,450</b>



\*Measured in Million Gallons per Day

# WATER TRANSMISSION AND DISTRIBUTION

*Public Works Department*

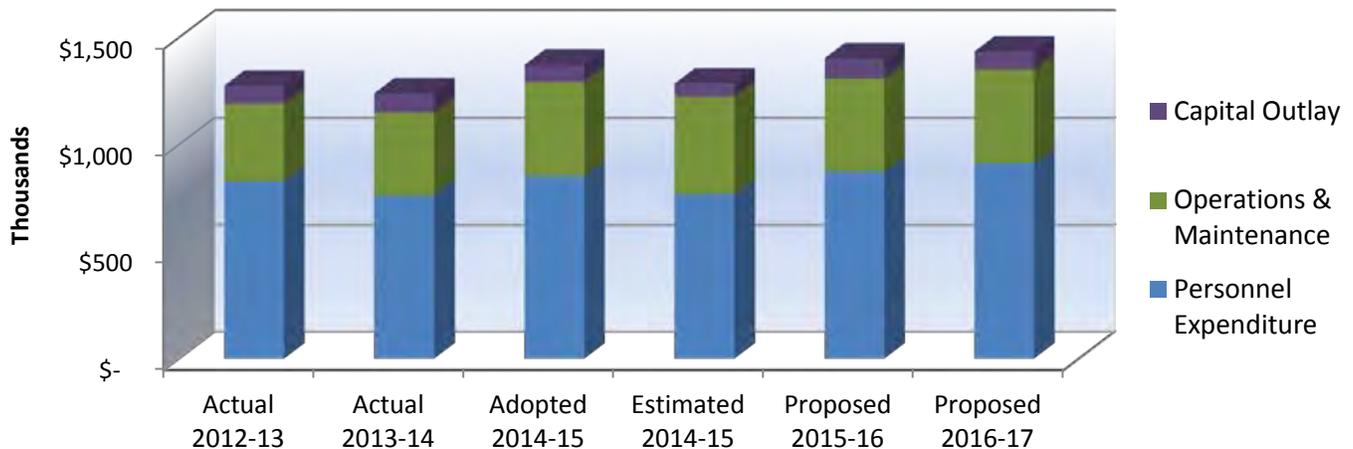
*Division No: 0404*

The Water Transmission and Distribution Division ensures reliable delivery of high quality water. The Division is responsible for the maintenance and repair of the water mains, pipes and appurtenances that deliver water to Poway’s water customers. This system consists of 291 miles of water system piping, 1,662 air-release and blow-off assemblies, 2,830 fire hydrants, 6,967 valves, and over 13,500 water meters. The City also has a proactive Cross-Connection Program to identify potential contamination points, ensure backflow protection and ensure all backflow devices (almost 1,900) in the potable water system meet testing requirements annually.

## Division Goals & Objectives

- » Maintain safe and reliable water distribution system.
- » Perform system-wide distribution maintenance to ensure distribution valves are exercised and system flushing occurs to ensure water quality.
- » Ensure all potable water backflow devices are tested annually.
- » Perform 940 utility mark-outs annually.

Division Activity Statistics	2012-13 Actual	2013-14 Actual	2014-15 Adopted	2014-15 Estimated	2015-16 Proposed	2016-17 Proposed
Residential meters replaced	693	467	900	767	780	730
Percentage of backflows tested	100%	100%	100%	100%	100%	100%
Valves exercised	1,973	1,862	2,340	283	125	2,250
Fire hydrants inspected	760	730	1,120	43	25	760
Emergency responses	46	46	38	42	49	51
Division Operating Budget						
<i>Authorized Positions (FTE)</i>	8.7	7.9	9.0	9.0	9.0	9.0
◆ Personnel Expenditure	\$ 831,832	\$ 764,349	\$ 854,520	\$ 768,910	\$ 873,610	\$ 913,430
◆ Operations & Maintenance	362,293	390,394	443,011	459,668	437,150	439,540
◆ Capital Outlay	83,705	87,629	77,440	59,000	95,340	84,580
Division Total	\$ 1,277,830	\$ 1,242,372	\$ 1,374,971	\$ 1,287,578	\$ 1,406,100	\$ 1,437,550



# WASTEWATER COLLECTION MAINTENANCE

*Public Works Department*

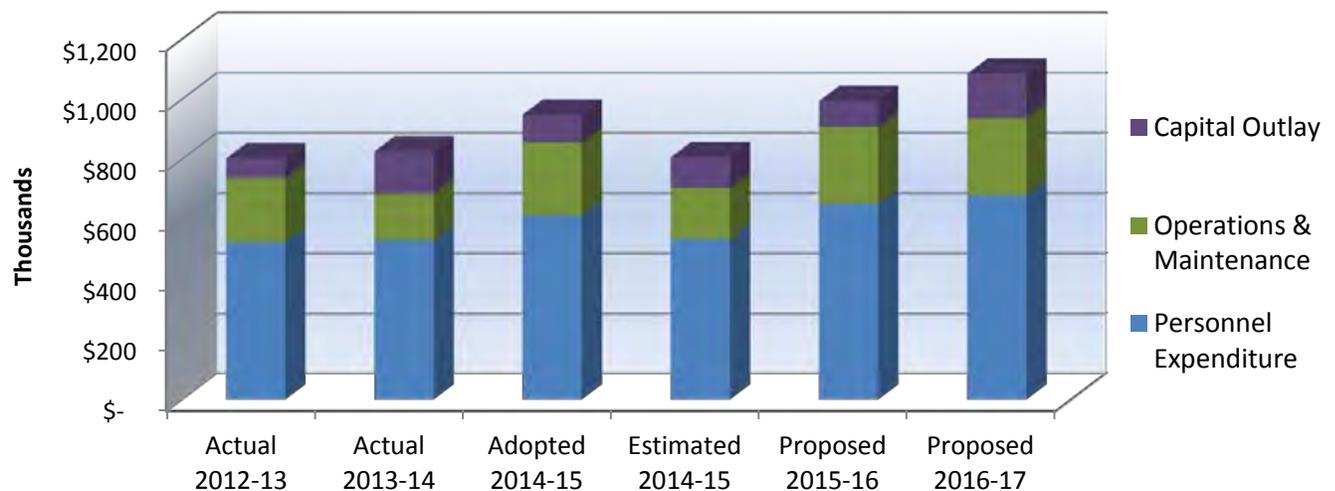
*Division No: 0405*

The City of Poway provides sewer (wastewater) collection services through 185 miles of collection pipelines, 12,115 sewer laterals, five sewage lift stations, and 4,072 manholes. This Division provides ongoing preventive cleaning, maintenance, and repair of the sewage collection system in accordance with the City's Sewer System Management Plan (SSMP) which ensures the City meets strict regulations set by the State of California. This includes emergency removal of sewer line blockages, repair and replacement of sewer laterals in the public right-of-way, and maintenance of the structural integrity of sewer mains and manholes in the collection system. The Division also administers the Fat, Oil, and Grease (FOG) Program responsible for the permitting and compliance monitoring of food establishments to minimize the discharge of grease into the sewer system.

## Division Goals & Objectives

- » Zero spills of the public sewage system.
- » Maintain the City's 185-mile wastewater system pipe by videotaping (20%), and cleaning (33%) annually.
- » Ensure access to wastewater collection system through an easement maintenance program.

<b>Division Activity Statistics</b>	2012-13 Actual	2013-14 Actual	2014-15 Adopted	2014-15 Estimated	2015-16 Proposed	2016-17 Proposed
Public Sewage Spills	0	2	0	2	0	0
Private Property Lateral Spills	9	15	12	6	0	0
System pipe videotaped (ft.) / %	167,720/ 17%	167,745/ 17%	243,152/ 25%	124,921/ 16%	173,992/ 18%	193,000/ 20%
System pipe cleaned (ft.) / %	307,353 /31%	246,022/ 26%	307,320/ 31%	180,421/ 18%	182,000/ 19%	200,000/ 20%
FOG Permits issued	74	10	40	20	20	20
<b>Division Operating Budget</b>						
<i>Authorized Positions (FTE)</i>	6.0	6.1	7.0	7.0	7.0	7.0
◆ Personnel Expenditure	\$ 528,076	\$ 532,471	\$ 616,140	\$ 538,629	\$ 652,230	\$ 681,610
◆ Operations & Maintenance	210,280	154,311	240,010	166,562	256,780	258,560
◆ Capital Outlay	66,365	141,186	95,040	103,526	87,640	147,640
<b>Division Total</b>	<b>\$ 804,721</b>	<b>\$ 827,968</b>	<b>\$ 951,190</b>	<b>\$ 808,717</b>	<b>\$ 996,650</b>	<b>\$ 1,087,810</b>



# RECLAIMED WATER SUPPLY AND STORAGE

*Public Works Department*

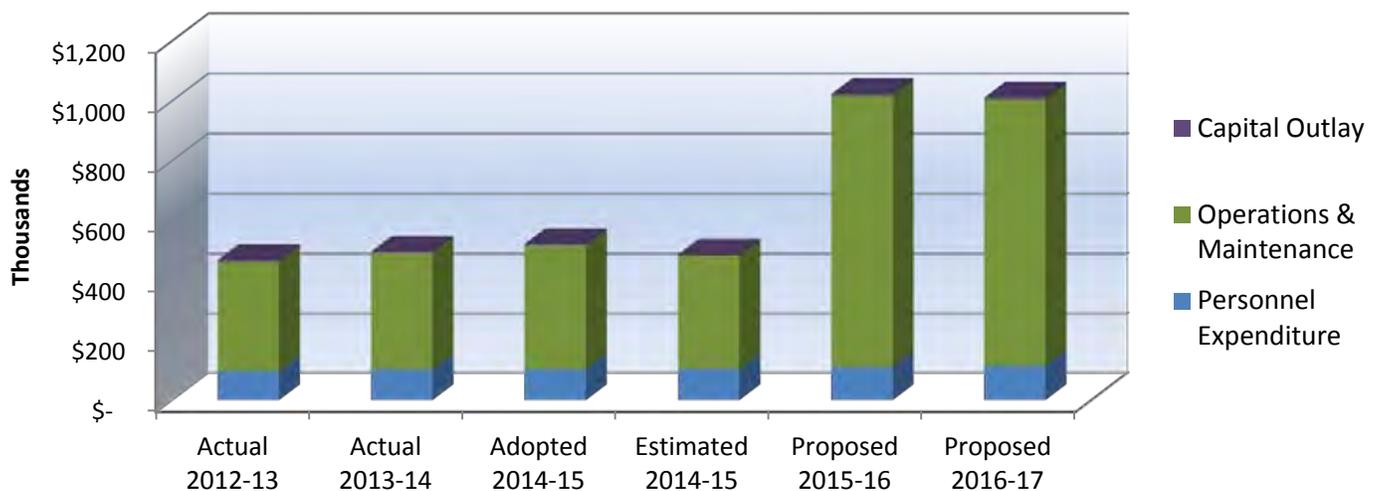
*Division No: 0406*

The Reclaimed Water Supply and Storage Division is responsible for the delivery of reclaimed (recycled) water that is used for commercial landscape irrigation in the South Poway Business Park. Poway receives its reclaimed water supply from the City of San Diego's North City Reclamation Plant. The system is comprised of 13 miles of system piping, one pumping station, one reservoir, and over 205 metered connections. The Division monitors, operates, and maintains Poway's two recycled water distribution system zones, including all regulatory monitoring and compliance required by the State of California.

## Division Goals & Objectives

- » Meet demand for reclaimed water in the Poway Business Park.
- » Perform required four-year regulatory shutdown tests annually.
- » Perform required one-year regulatory site inspections annually.
- » Continue to provide prompt, direct contact with City customers and to assist them in achieving regulatory compliance.
- » Abide by strict regulations associated with use of recycled water set by the State of California.

<b>Division Activity Statistics</b>	2012-13 Actual	2013-14 Actual	2014-15 Adopted	2014-15 Estimated	2015-16 Proposed	2016-17 Proposed
Shutdown tests	37	40	34	34	34	35
Site inspections	174	165	175	171	171	170
Site violations issued	25	19	20	25	20	20
<b>Division Operating Budget</b>						
<i>Authorized Positions (FTE)</i>	1.0	1.0	1.0	1.0	1.0	1.0
◆ Personnel Expenditure	\$ 98,472	\$ 104,647	\$ 106,370	\$ 106,654	\$ 112,920	\$ 117,480
◆ Operations & Maintenance	367,814	391,038	414,670	379,590	908,080	891,350
◆ Capital Outlay	5,440	4,129	4,040	4,040	5,310	5,310
<b>Division Total</b>	<b>\$ 471,726</b>	<b>\$ 499,814</b>	<b>\$ 525,080</b>	<b>\$ 490,284</b>	<b>\$1,026,310</b>	<b>\$1,014,140</b>



# MAINTENANCE OPERATIONS

*Public Works Department*

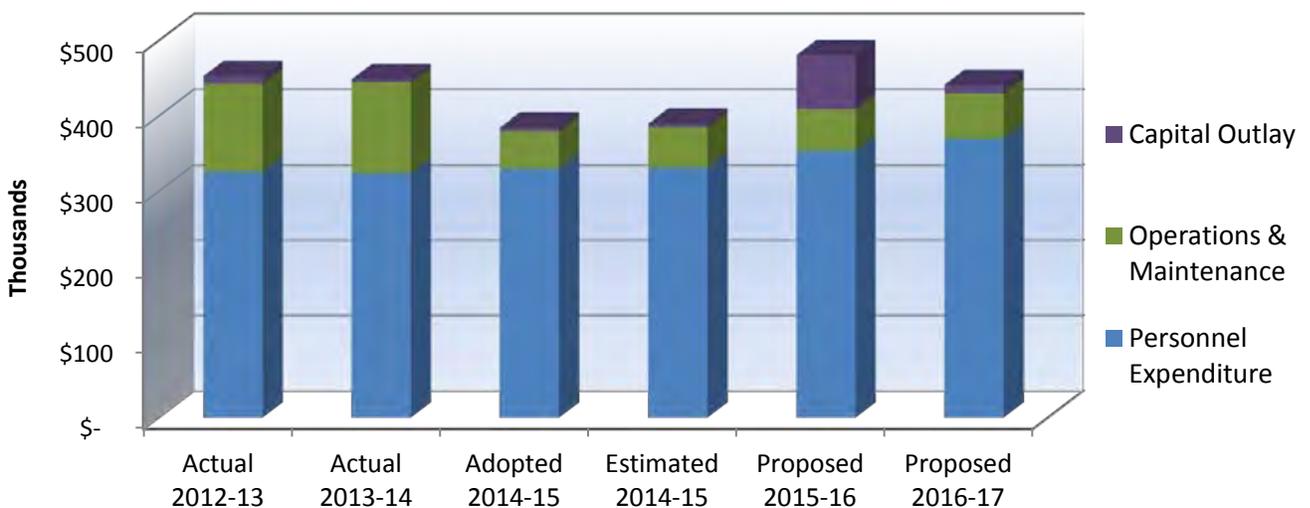
*Division No: 0410*

This Division plans, oversees, and administers the work of street maintenance, stormwater and flood control, and vehicle and equipment maintenance to protect public health and safety and to ensure regulatory compliance, responsiveness, efficiency and effectiveness during normal and emergency operations.

## Division Goals & Objectives

- » Ensure regulatory compliance with State and Federal environmental agencies.
- » Ensure timely response to service requests in assigned operational areas.

Division Activity Statistics	2012-13 Actual	2013-14 Actual	2014-15 Adopted	2014-15 Estimated	2015-16 Proposed	2016-17 Proposed
Requests and Work Orders Received	NA	NA	4,700	4,450	4,500	4,500
Requests and Work Orders Completed*	1,470	1,375	3,300	3,650	3,500	3,500
Graffiti Removed Sq. Ft.	10,337	4,625	5,000	4,546	4,800	4,800
Development Plans Reviewed	173	168	250	209	250	250
<b>Division Operating Budget</b> 						
<i>Authorized Positions (FTE)</i>	3.7	3.3	3.0	3.5	3.0	3.0
◆ Personnel Expenditure	\$ 327,003	\$ 325,068	\$ 331,710	\$ 333,054	\$ 355,030	\$ 371,330
◇ Operations & Maintenance	116,909	120,114	49,540	53,299	54,700	59,830
◇ Capital Outlay	9,755	4,407	4,340	4,340	72,060	11,090
<b>Division Total</b>	<b>\$ 453,667</b>	<b>\$ 449,589</b>	<b>\$ 385,590</b>	<b>\$ 390,693</b>	<b>\$ 481,790</b>	<b>\$ 442,250</b>



\* Prior to FY14-15, Statistics Reflect Only Streets and Drainage

\*\* Reflects Incorporation of All Operations Functions Due to Process Upgrade

# STREETS MAINTENANCE

*Public Works Department*

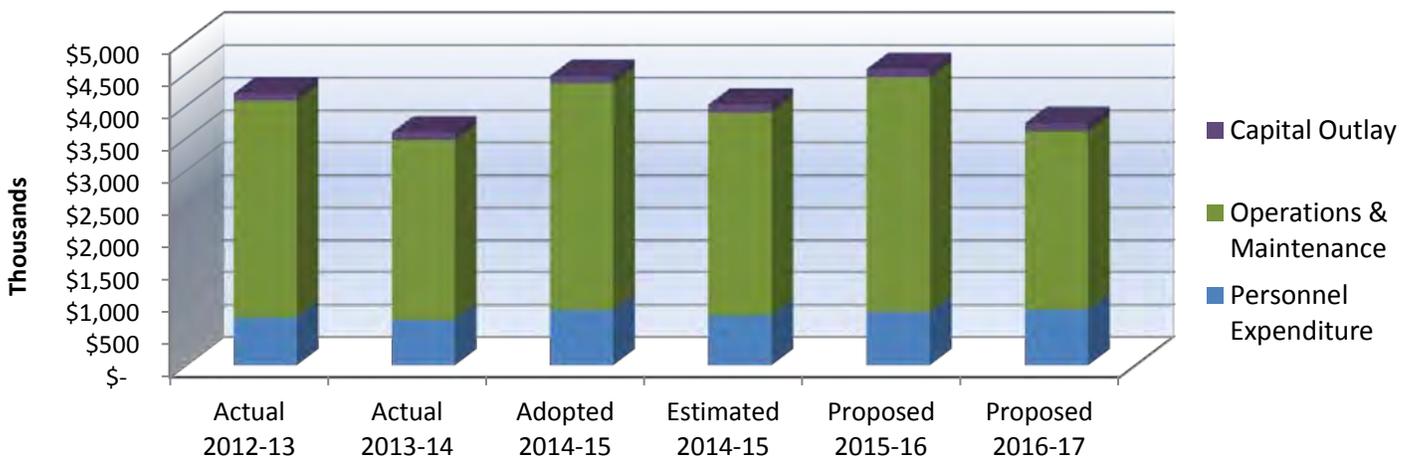
*Division No: 0411*

This Division preserves and maintains the public roadway infrastructure to ensure the safe and efficient movement of pedestrians, traffic, goods and emergency services at all times, including special events and emergency situations such as storm, flood and fire. The Division is responsible for the maintenance and repair of the City's 165 miles of roads and right-of-ways, sidewalks, regulatory signs, street trees, and removing graffiti from areas visible from the right-of-way.

## Division Goals & Objectives

- » Preserve and maintain the public roadway infrastructure.
- » Respond to roadway emergencies.
- » Remove graffiti in areas visible from the right-of-way.

Division Activity Statistics	2012-13 Actual	2013-14 Actual	2014-15 Adopted	2014-15 Estimated	2015-16 Proposed	2016-17 Proposed
Square Feet of Asphalt Repaired	257,756	257,756	319,550	300,000	300,000	300,000
Number of Potholes Repaired	644	164	400	300	300	300
Percentage of Pothole Work Orders Responded to Within 1 Working Day	39%	100%	90%	100%	100%	100%
Percentage of Sign Repairs Completed Within 10 Working Days	97%	95%	97%	96%	95%	95%
Sidewalk Grinds Completed	489	437	400	450	400	400
<b>Division Operating Budget</b>						
<i>Authorized Positions (FTE)</i>	8.8	9.8	10.9	10.5	10.9	10.9
◆ Personnel Expenditure	\$ 751,791	\$ 711,504	\$ 869,090	\$ 784,924	\$ 833,710	\$ 874,240
◆ Operations & Maintenance	3,332,381	2,778,419	3,493,230	3,131,677	3,615,730	2,749,880
◆ Capital Outlay	116,400	114,955	112,720	110,095	130,510	124,510
<b>Division Total</b>	<b>\$4,200,572</b>	<b>\$3,604,878</b>	<b>\$4,475,040</b>	<b>\$4,026,696</b>	<b>\$4,579,950</b>	<b>\$3,748,630</b>



# STORMWATER AND FLOOD CONTROL

Public Works Department

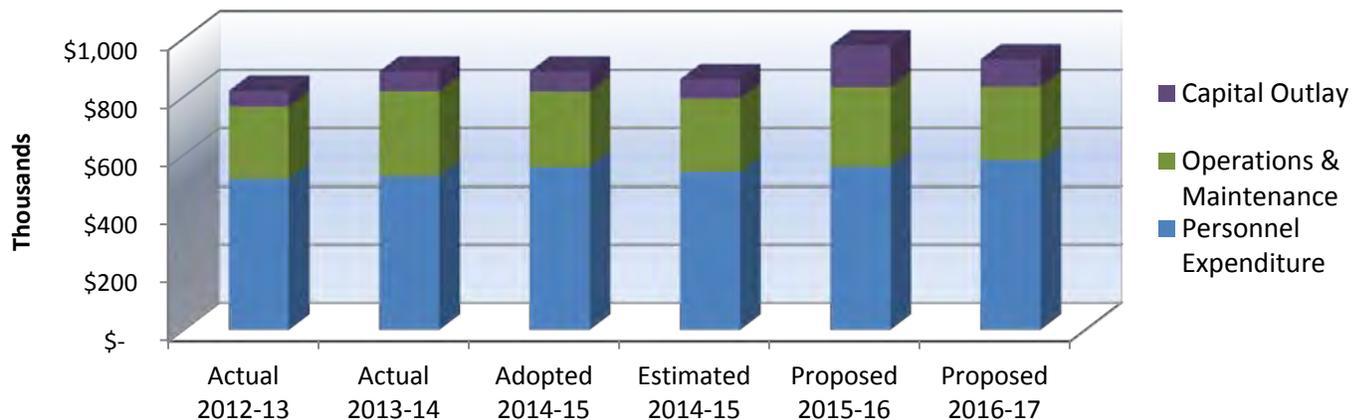
Division No: 0412

This Division is responsible for inspecting and maintaining the public drainage and stormwater collection and conveyance systems to reduce risk of death, injury and property damage due to flooding. This Division performs annual inspections and maintains over 1,400 stormwater drain inlets, 26 channel mowing sections, 12 detention basins, 44 under road box culverts and 64 miles of pipeline to verify proper operation of all municipal structural treatment controls designed to reduce pollutant discharges and comply with the National Pollutant Discharge Elimination Systems (NPDES) permit.

## Division Goals & Objectives

- » Inspect and maintain catch basins, stormwater drain inlets, concrete and open earthen channels.
- » Complete annual channel cleaning, mowing and invasive/exotic plant removal.
- » Repair or replace failed corrugated metal pipe (CMP).

Division Activity Statistics	2012-13 Actual	2013-14 Actual	2014-15 Adopted	2014-15 Estimated	2015-16 Proposed	2016-17 Proposed
Percentage of 1,453 Drop Inlets Inspected and Required Cleaning	100%/10%	100%/19%	100%/15%	100%/10%	100%/10%	100%/10%
Percentage of 6.3 Miles of Concrete Channels Inspected and Cleaned	100%/70%	100%/86%	100%/100%	100%/90%	100%/100%	100%/100%
Percentage of 4.8 Miles (25.1 acres) of Earthen Channels Mowed	77%	75%	73%	80%	80%	80%
Square Feet of Invasive Plants Removed	21,986	35,255	18,139	30,000	30,000	30,000
Corrugated Metal Pipe (CMP) Repairs	1	1	7	7	6	8
Division Operating Budget						
Authorized Positions (FTE)	6.0	5.8	6.0	6.0	6.0	6.0
◆ Personnel Expenditure	\$ 519,361	\$ 530,382	\$ 561,071	\$ 541,814	\$ 562,620	\$ 585,430
◆ Operations & Maintenance	250,338	291,216	257,919	255,274	273,300	252,000
◆ Capital Outlay	53,500	67,771	70,360	65,360	142,560	93,750
Division Total	\$ 823,199	\$ 889,369	\$ 889,350	\$ 862,448	\$ 978,480	\$ 931,180



# VEHICLE AND EQUIPMENT MAINTENANCE

*Public Works Department*

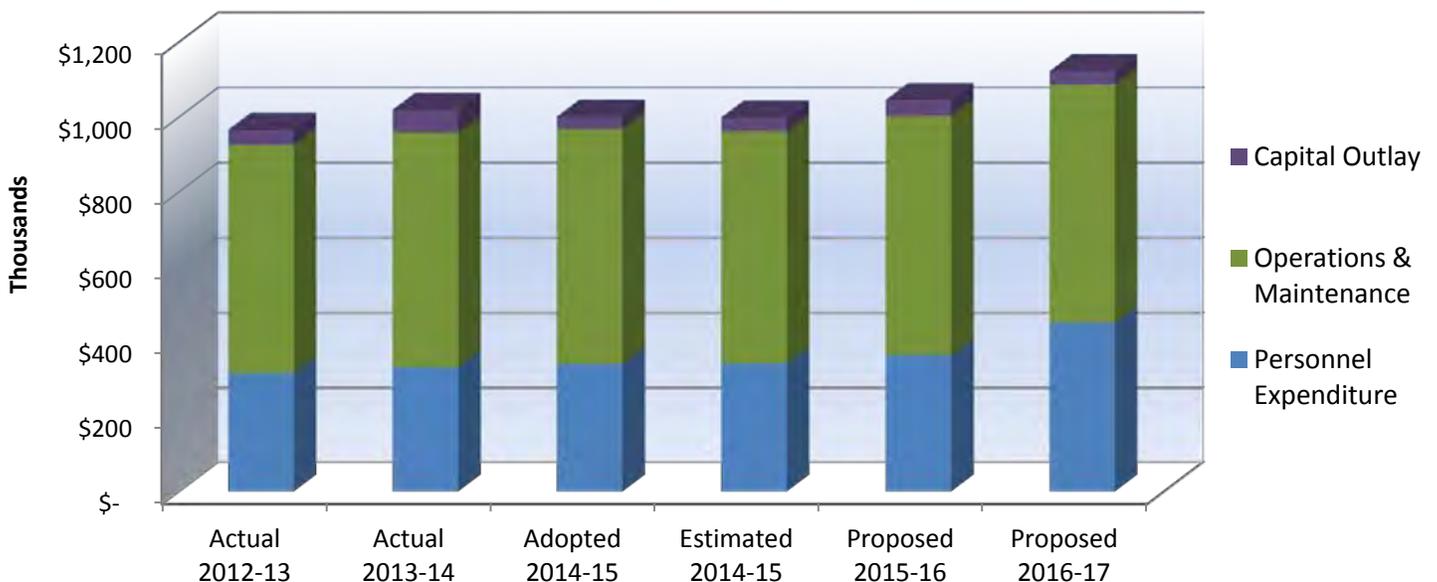
*Division No: 0413*

This Division ensures safe and reliable vehicles and equipment for City departments while meeting regulatory requirements, inspections and certifications. The City's fleet and equipment inventory includes sedans, law enforcement vehicles, fire apparatus, sewer and water equipment, heavy-duty trucks, tractors, trailers, off-road and industrial equipment, generators, and small landscape equipment. Essential vehicle services include acquisition and disposal, preventive maintenance, repairs, regulatory compliance, provision of close to 100,000 gallons of fuel and oil supplies, and collection and disposal of hazardous waste generated by City departments.

## Division Goals & Objectives

- » Maintenance strategies that ensure a constant state of readiness.
- » Proactive and preventive maintenance to extend and maximize service life.
- » Meet or exceed local, State, and Federal regulatory requirements.

<b>Division Activity Statistics</b>	2012-13 Actual	2013-14 Actual	2014-15 Adopted	2014-15 Estimated	2015-16 Proposed	2016-17 Proposed
Total Street-Legal Vehicle Inventory	120	119	126	126	120	120
Percentage of Time Spent on Scheduled Maintenance Compared to Unscheduled Repairs	46% / 54%	51 / 49	51 / 49	71 / 29	60 / 40	65 / 35
Percentage of Regulatory Compliance Achieved (over 88	100%	100%	100%	100%	100%	100%
<b>Division Operating Budget</b>						
<i>Authorized Positions (FTE)</i>	3.0	3.0	3.0	3.0	3.0	4.0
◆ Personnel Expenditure	\$ 318,503	\$ 334,936	\$ 342,370	\$ 343,659	\$ 366,460	\$ 453,750
◇ Operations & Maintenance	609,809	625,468	628,900	619,517	638,610	634,280
◇ Capital Outlay	39,520	60,754	31,700	37,572	42,250	36,250
<b>Division Total</b>	<b>\$ 967,832</b>	<b>\$ 1,021,158</b>	<b>\$ 1,002,970</b>	<b>\$ 1,000,748</b>	<b>\$ 1,047,320</b>	<b>\$ 1,124,280</b>



# ENVIRONMENTAL PROGRAMS

Public Works Department

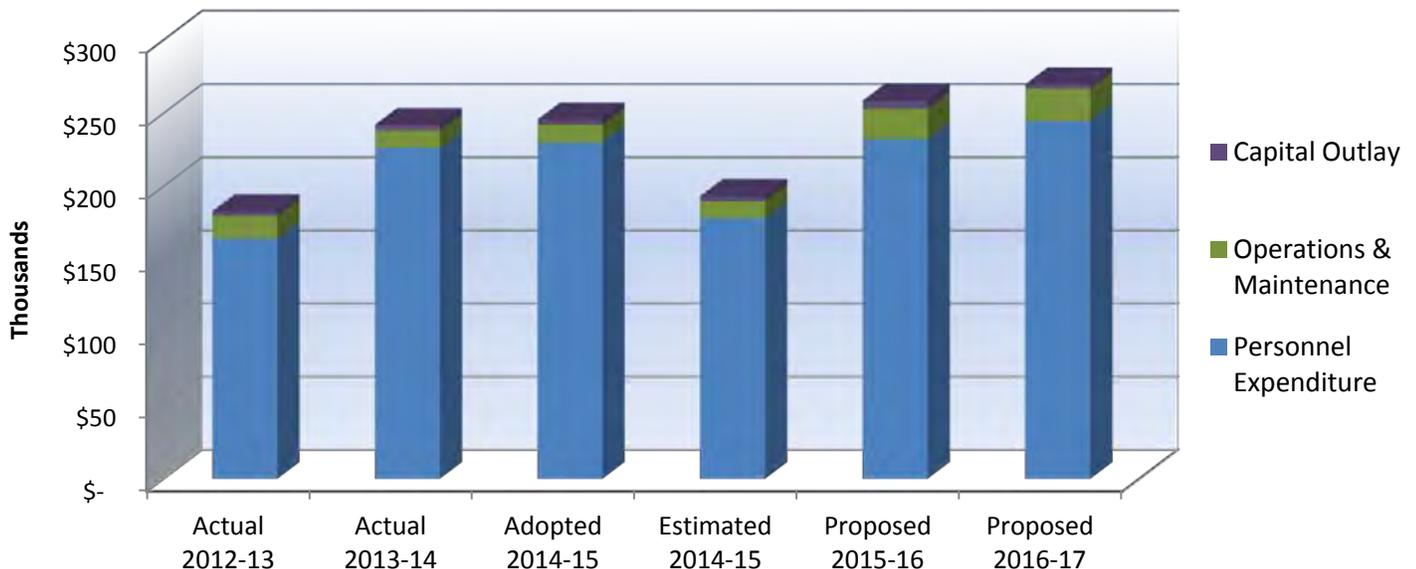
Division No: 0417

The Division plans, oversees, and administers the work of parks, trails and open space maintenance, facility maintenance, special districts, and contract services to protect public health and safety and to ensure compliance, responsiveness, efficiency, and effectiveness during normal and emergency operations. The Division is also responsible for energy conservation efforts.

## Division Goals & Objectives

- » Manage and monitor critical peak pricing tariff and energy conservation events to maximize energy savings.
- » Ensure timely response to service requests in assigned operational areas.

Division Activity Statistics	2012-13 Actual	2013-14 Actual	2014-15 Adopted	2014-15 Estimated	2015-16 Proposed	2016-17 Proposed
Work Orders Completed in Parks, Facilities and Special Districts	2,140	2,005	2,500	2,260	2,300	2,350
Contracts/Projects Managed	34 / N/A	66/85	55/75	55/75	65/80	65/80
<b>Division Operating Budget</b>						
<i>Authorized Positions (FTE)</i>	2.0	2.8	2.5	2.5	2.5	2.5
◆ Personnel Expenditure	\$ 164,853	\$ 226,658	\$ 230,550	\$ 178,670	\$ 232,670	\$ 245,390
◇ Operations & Maintenance	15,574	12,184	12,150	11,599	21,090	22,060
◇ Capital Outlay	3,000	3,747	3,440	3,440	5,260	2,860
<b>Division Total</b>	<b>\$ 183,427</b>	<b>\$ 242,589</b>	<b>\$ 246,140</b>	<b>\$ 193,709</b>	<b>\$ 259,020</b>	<b>\$ 270,310</b>



Program Budgets	Approp. Through May 2015	Added for 2015-17	Total
1110-Container Recycling	\$ 211,493	\$ 24,000	\$ 235,493
1260-Used Oil Recycling	\$ 240,324	\$ 27,420	\$ 267,744
1697-Household Hzrd Waste	\$ 3,237,374	\$ 250,000	\$ 3,487,374
<b>Total Program Budgets</b>	<b>\$ 3,689,190</b>	<b>\$ 301,420</b>	<b>\$ 3,990,610</b>

# PARKS, TRAILS AND LANDSCAPE MAINTENANCE

*Public Works Department*

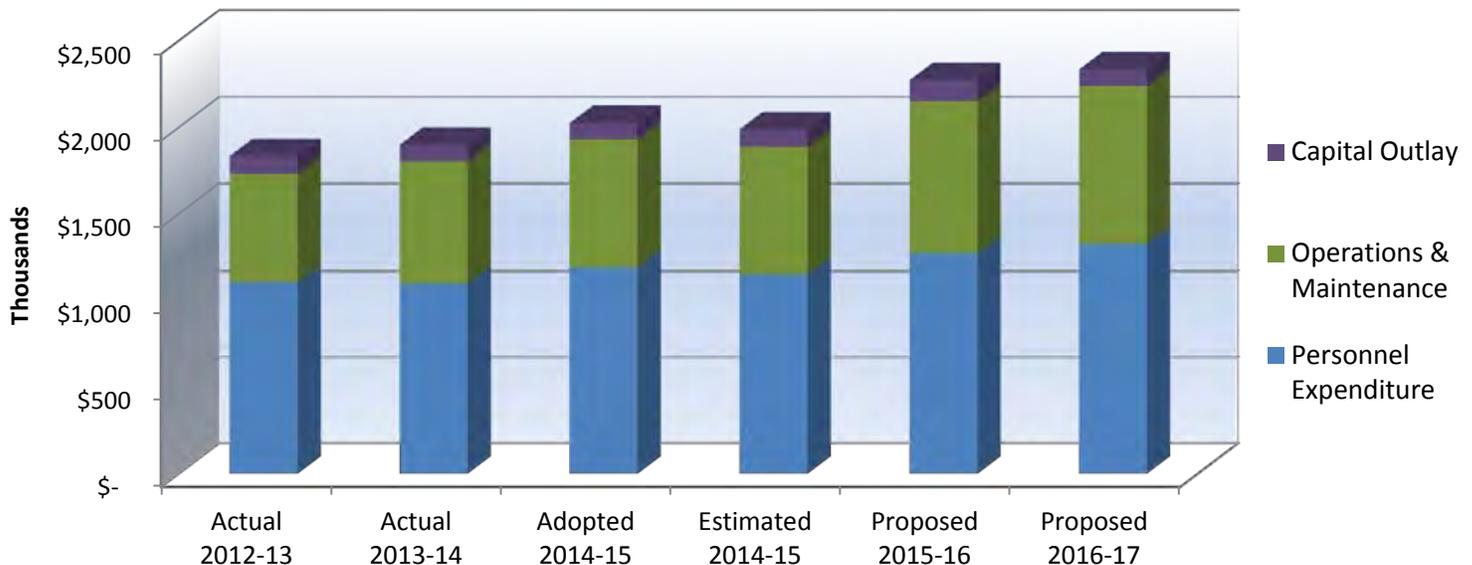
*Division No: 0418*

This Division provides safe, clean, well-maintained, inviting, useable public parks, trails and green spaces to support quality programming and enhance the enjoyment of all residents and visitors. The Division provides full-service maintenance for parks and public restrooms, certain vacant City properties, sports courts and fields, trails, and open space. The Division also performs mandated playground inspections and supports landscape maintenance at City Hall.

## Division Goals & Objectives

- » Maintain developed parks.
- » Maintain and expand trails system.
- » Reduce water consumption by converting to low volume irrigation and increase water monitoring capabilities in landscaped areas to achieve maximum water efficiency.

Division Activity Statistics	2012-13 Actual	2013-14 Actual	2014-15 Adopted	2014-15 Estimated	2015-16 Proposed	2016-17 Proposed
Acres Maintained	232	232	232	232	232	232
Sport Courts and Fields Maintained	26	26	26	26	26	26
Miles of Trails	55	56	56	56	56	56
Eagle/Girl Scout Projects Supported	22	22	15	15	15	15
Special Events Supported	24	24	24	24	24	24
Successor Agency/Housing Authority Properties Maintained	37	35	36	36	36	36
<b>Division Operating Budget</b> 						
<i>Authorized Positions (FTE)</i>	<i>13.5</i>	<i>14.3</i>	<i>15.0</i>	<i>15.0</i>	<i>15.0</i>	<i>15.0</i>
◆ Personnel Expenditure	\$ 1,113,998	\$ 1,105,126	\$ 1,198,060	\$ 1,159,249	\$ 1,276,050	\$ 1,331,920
◆ Operations & Maintenance	622,324	703,661	737,080	731,560	880,940	910,410
◆ Capital Outlay	102,170	94,578	93,940	102,440	120,510	97,460
<b>Division Total</b>	<b>\$ 1,838,492</b>	<b>\$ 1,903,365</b>	<b>\$ 2,029,080</b>	<b>\$ 1,993,249</b>	<b>\$ 2,277,500</b>	<b>\$ 2,339,790</b>



# FACILITIES MAINTENANCE

*Public Works Department*

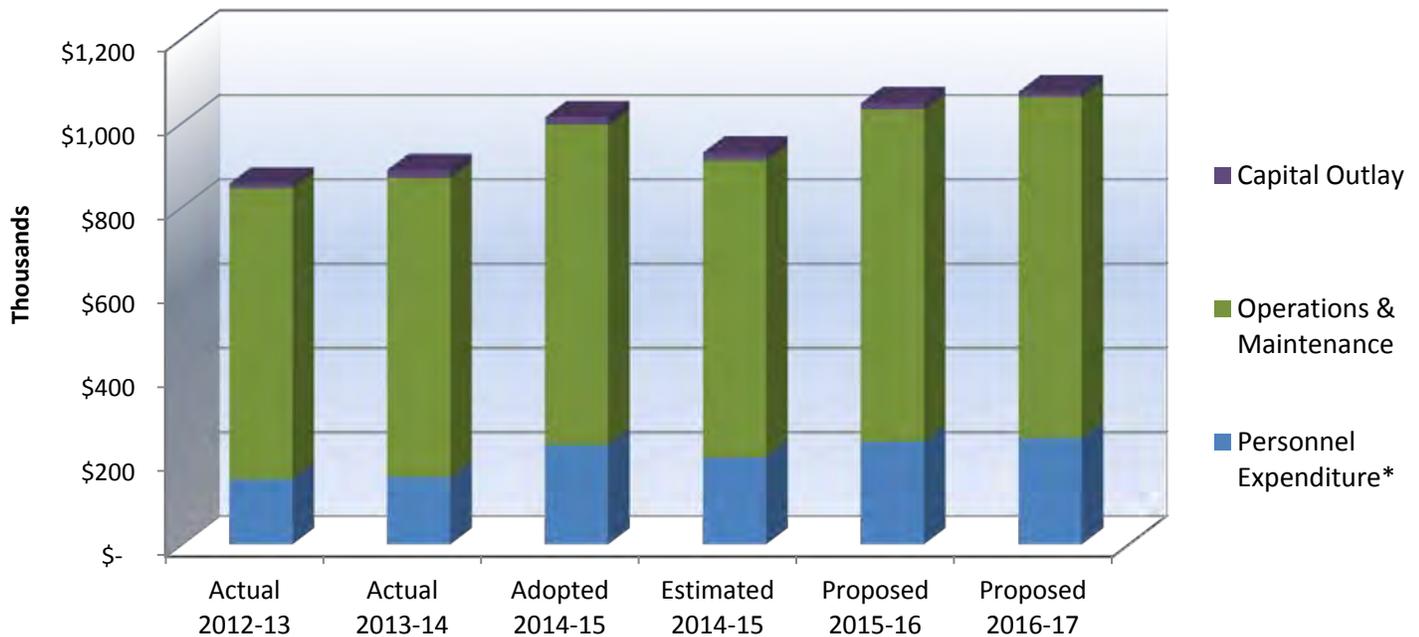
*Division No: 0419*

The Division provides contract and in-house repair, maintenance, and janitorial functions for all City buildings and structures including 75 buildings ranging in size from 200 to 60,000 square feet, appurtenances such as electronic gates, fire extinguishers, fire sprinkler systems, exterior parking lot lights, and security and fire monitoring systems.

## Division Goals & Objectives

- » Explore opportunities to engineer water conservation solutions.
- » Undertake regular preventive maintenance activities.
- » Complete service requests.
- » Implement and administer prioritized reinvestment plan to maximize and protect City assets.

Division Activity Statistics	2012-13 Actual	2013-14 Actual	2014-15 Adopted	2014-15 Estimated	2015-16 Proposed	2016-17 Proposed
Percent of time preventive maintenance compared to unscheduled repair	45%/55%	0%/100%	10%/90%	2%/98%	10%/90%	15%/85%
<b>Division Operating Budget</b> 						
<i>Authorized Positions (FTE)</i>	1.8	1.7	2.0	3.0	3.0	3.0
◆ Personnel Expenditure*	\$ 156,287	\$ 160,574	\$ 237,340	\$ 208,100	\$ 245,970	\$ 253,630
◇ Operations & Maintenance	690,987	711,486	760,040	705,372	788,130	811,350
◇ Capital Outlay	10,340	18,220	18,420	18,120	14,730	11,730
<b>Division Total</b>	<b>\$ 857,614</b>	<b>\$ 890,280</b>	<b>\$ 1,015,800</b>	<b>\$ 931,592</b>	<b>\$ 1,048,830</b>	<b>\$ 1,076,710</b>



*\*Portion of costs allocated for shared positions*

# SPECIAL DISTRICTS AND CONTRACT SERVICES

## Public Works Department

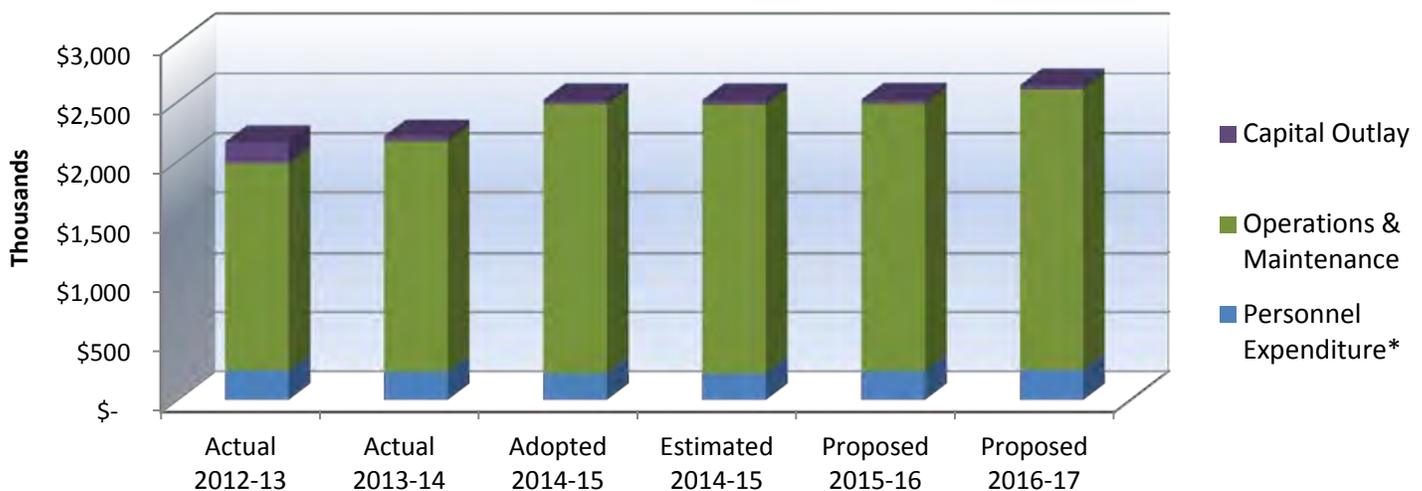
### Division No: 0420

This Division is responsible for the maintenance, operation and contract administration of 188 acres of landscape, 42 acres of open space, over 3,000 street lights, traffic signals at 57 intersections, lighted street signs and 25 flashing beacons within the boundaries of the Special Districts. The Division administers ten Special Districts and provides engineering services, contract inspection and supervision of contractual work, administrative support, coordination of in-house repairs as needed, and staff assistance to property owners, developers, civic associations, and the general public in matters relating to the Special Districts.

#### Division Goals & Objectives

- » Enhance public safety by providing traffic signals, street lights, illuminated street name signs and safety lighting.
- » Enhance the quality of life of residents by providing safe, attractive and well-maintained landscaping.
- » To achieve maximum water efficiency, monitor water use and retrofit irrigation in landscaped areas as feasible.
- » Implement multi-year capital reinvestment projects to improve traffic signal safety and reliability.

Division Activity Statistics	2012-13 Actual	2013-14 Actual	2014-15 Adopted	2014-15 Estimated	2015-16 Proposed	2016-17 Proposed
Customer inquiries and service requests	2,823	2,464	2,500	1,680	2,500	2,500
Street light outages	865	776	600	850	850	850
Percentage of street lights repaired within 10 days	89%	92%	95%	93%	95%	95%
Traffic signal calls	314	208	280	270	270	270
Emergency traffic signal repairs	28	38	28	40	40	40
<b>Division Operating Budget</b> 						
Authorized Positions (FTE)	0.6	0.7	1.0	1.0	1.0	1.0
◆ Personnel Expenditure*	\$ 250,932	\$ 239,466	\$ 231,650	\$ 230,580	\$ 246,050	\$ 255,940
◆ Operations & Maintenance	1,738,140	1,934,839	2,257,190	2,252,632	2,245,020	2,356,130
◆ Capital Outlay	180,465	44,582	34,460	40,125	35,260	35,510
<b>Division Total</b>	<b>\$2,169,537</b>	<b>\$2,218,887</b>	<b>\$2,523,300</b>	<b>\$2,523,337</b>	<b>\$2,526,330</b>	<b>\$2,647,580</b>

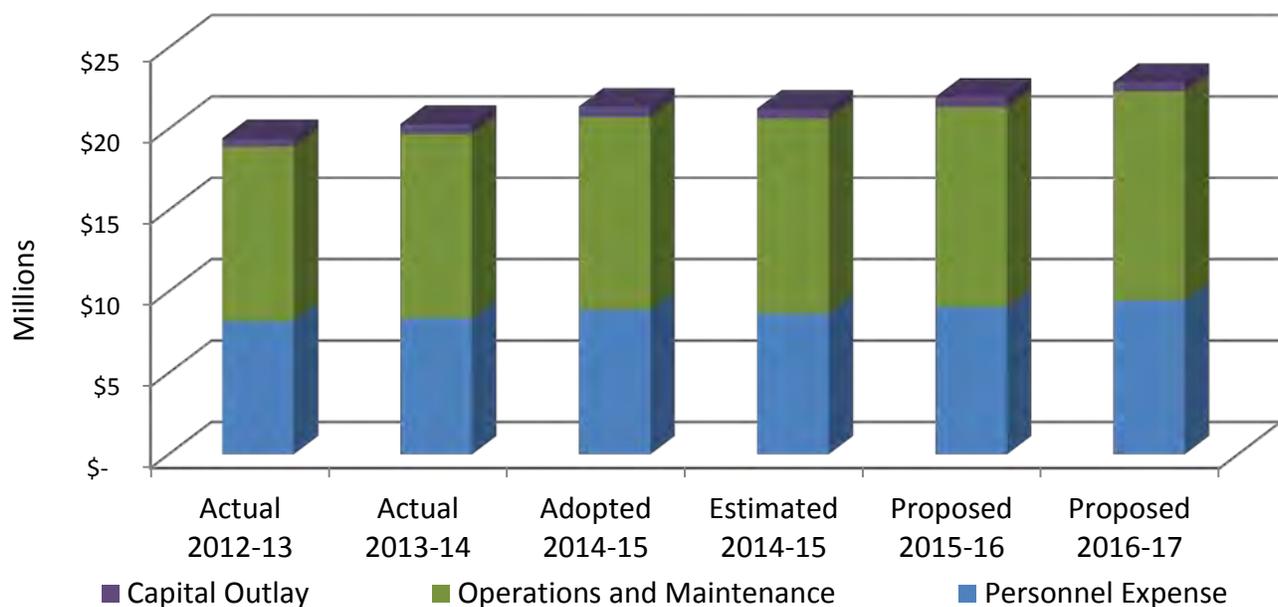


\*Includes allocated cost of shared positions

# SAFETY SERVICES

Department Code: 0500

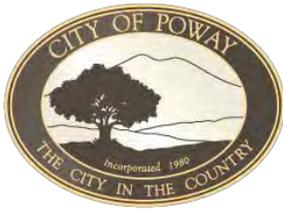
Expense Classification	2012-13 Actual	2013-14 Actual	2014-15 Adopted	2014-15 Estimated	2015-16 Proposed	2016-17 Proposed
<i>Authorized Positions</i>	51.9	52.5	54.0	54.5	56.0	56.0
Personnel Expense	\$ 8,214,490	\$ 8,383,555	\$ 8,885,650	\$ 8,683,227	\$ 9,078,430	\$ 9,482,130
Operations and Maintenance	10,748,130	11,365,708	11,880,700	11,964,864	12,263,740	12,811,400
Capital Outlay	460,220	553,840	607,010	602,243	630,040	583,050
<b>Total Department Budget</b>	<b>\$19,422,840</b>	<b>\$20,303,103</b>	<b>\$21,373,360</b>	<b>\$21,250,334</b>	<b>\$21,972,210</b>	<b>\$22,876,580</b>



## Strategic Plan: Goals and Implementation

- Seek local, regional, and federal grant opportunities for law enforcement and/or fire suppression training, equipment, services and/or programs.
- Implement the tactical medic program, and increase the capability of its first responders to provide immediate medical care.
- Encourage community participation in residential emergency-readiness programs such as the Community Emergency Response Team (CERT) and Poway Neighborhood Emergency Corps (PNEC).
- Continue to provide CERT classes, training drills, and community education through community events such as the annual Open House, the Kids Safety House, and street fairs.
- Establish Sheriff's quarterly meetings with the community advisory group to discuss issues.
- Update the Emergency Operations Plan (EOP) and develop and implement a Continuity of Operations Plan (COOP).

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# Safety Services Department

FY 2015-16	FY 2016-17
Total FT: 56 / CT: 52	Total FT: 56 / CT: 52
Total Exp. \$21,972,210	Total Exp. \$22,876,580

Safety Services Director Org: 0500	
<b>FY 2015-16</b> FT: 4 Exp: \$741,750	<b>FY 2016-17</b> FT: 4 Exp: \$761,440

Fire Suppression Org: 0501	
<b>FY 2015-16</b> FT: 49 Exp: \$9,265,960	<b>FY 2016-17</b> FT: 49 Exp: \$9,638,800

Fire Prevention Org: 0502	
<b>FY 2015-16</b> FT: 3 / CT: 1 Exp: \$608,900	<b>FY 2016-17</b> FT: 3 / CT: 1 Exp: \$624,320

Paramedics Org: 0503	
<b>FY 2015-16</b> FT: 0 Exp: \$394,280	<b>FY 2016-17</b> FT: 0 Exp: \$375,260

Law Enforcement Org: 0504	
<b>FY 2015-16</b> CT: 51 Exp: \$10,961,320	<b>FY 2016-17</b> CT: 51 Exp: \$11,476,760

FT = Full Time Equivalent  
CT = Contract as Full Time Equivalent

# DIRECTOR OF SAFETY SERVICES

## Safety Services Department

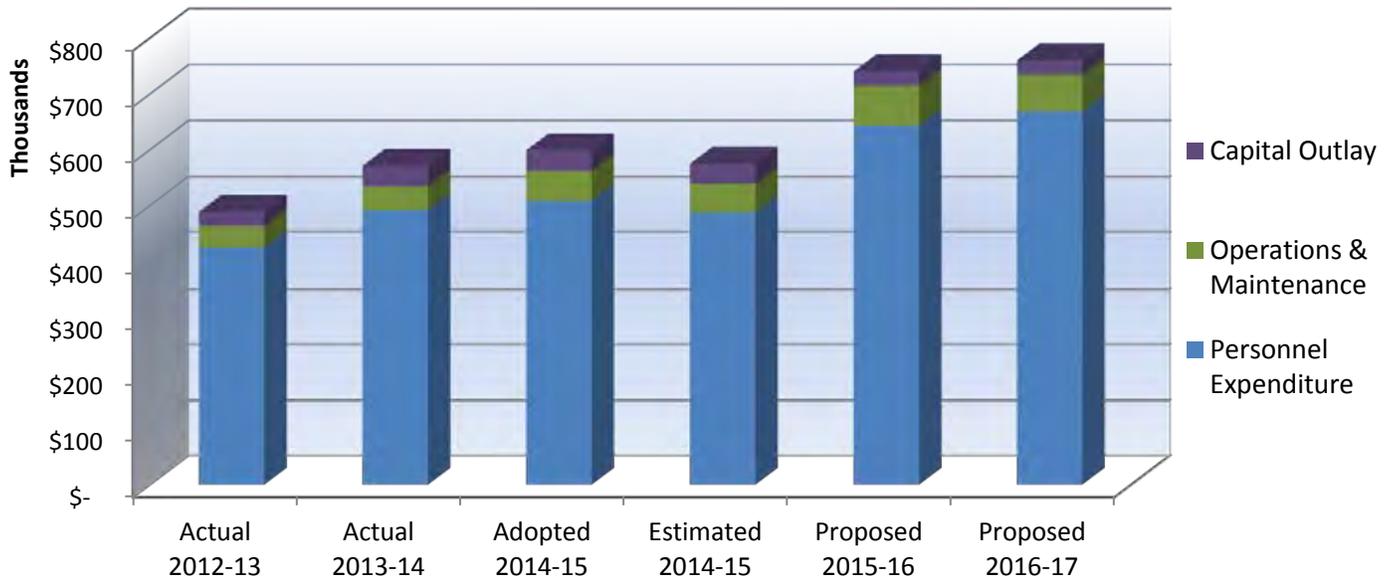
Division No: 0500

The Director of Safety Services Division is responsible for providing overall administration, direction, planning, and management for the Fire Department and contract law enforcement services including budget development and management, personnel recruitment, citywide emergency planning, disaster preparedness, and incident management.

### Division Goals & Objectives

- » Maintain a high level of professional competencies during the delivery of effective emergency response.
- » Remain one of the safest communities in San Diego County.
- » Continue community-based partnerships focused on emergency planning and disaster preparedness.

Division Activity Statistics	2012-13 Actual	2013-14 Actual	2014-15 Adopted	2014-15 Estimated	2015-16 Proposed	2016-17 Proposed
Law enforcement activity reports	52	52	52	52	52	52
CERT training sessions & drills	8	8	8	8	8	8
<b>Division Operating Budget</b> 						
<i>Authorized Positions (FTE)</i>	3.0	3.1	3.0	3.0	4.0	4.0
◆ Personnel Expenditure	\$ 426,451	\$ 492,893	\$ 509,530	\$ 488,709	\$ 644,760	\$ 670,170
◇ Operations & Maintenance	37,856	42,581	54,000	50,475	71,350	65,630
◇ Capital Outlay	25,260	36,930	36,810	36,810	25,640	25,640
<b>Division Total</b>	<b>\$ 489,567</b>	<b>\$ 572,404</b>	<b>\$ 600,340</b>	<b>\$ 575,994</b>	<b>\$ 741,750</b>	<b>\$ 761,440</b>



Program Budgets	Approp. Through May 2015	Added for 2015-16	Total
1161-Emergency Preparedness	\$ 1,515,600	\$ -	\$ 1,515,600
1187-CERT Program Funds	\$ 7,500	-	\$ 7,500
<b>Total Program Budgets</b>	<b>\$ 7,500</b>	<b>\$ -</b>	<b>\$ 1,523,100</b>

# FIRE SUPPRESSION

*Safety Services Department*

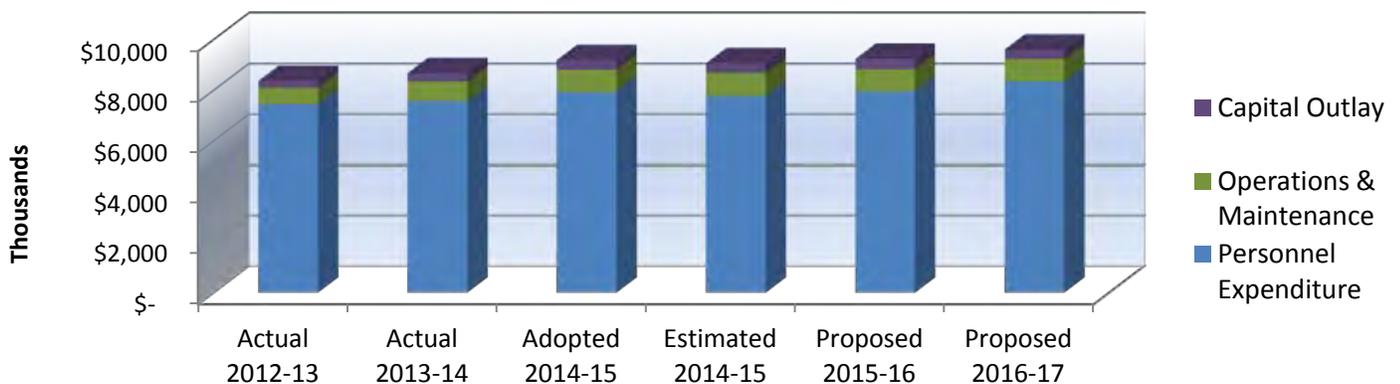
*Division No: 0501*

The Fire Suppression Division is responsible for the delivery of emergency and nonemergency services including fire suppression, rescue, emergency medical, hazardous materials responses, and public assistance. The Division deploys 16 firefighters each day from three fire stations that staff three fire engines, one ladder truck, and two ambulances. This Division is responsible for the coordination of facility, apparatus, and equipment repair and maintenance. Personnel training, team response drills, and incident management are also part of this Division.

## Division Goals & Objectives

- » Manage Division resources to ensure effective response to all requests for emergency service and nonemergency assistance.
- » Ensure that a high state of readiness is maintained by actively managing fire apparatus, equipment and facility resources.
- » Through a vibrant and ongoing effort, assure that a highly trained and well-prepared workforce is maintained.

Division Activity Statistics	2012-13 Actual	2013-14 Actual	2014-15 Adopted	2014-15 Estimated	2015-16 Proposed	2016-17 Proposed
Incident responses	3,800	4,102	4,000	4,100	4,100	4,200
Facility and apparatus work orders	175	188	200	200	220	220
Training and manipulative skill hours	15,500	12,768	15,000	11,520	11,520	11,600
<b>Division Operating Budget</b>						
<i>Authorized Positions (FTE)</i>	47.3	47.4	49.0	49.0	49.0	49.0
◆ Personnel Expenditure	\$7,470,126	\$7,599,493	\$7,973,560	\$7,791,485	\$7,993,410	\$8,354,230
◇ Operations & Maintenance	659,196	762,316	873,180	929,191	876,000	894,520
◇ Capital Outlay	264,456	343,054	376,600	379,872	396,550	390,050
<b>Division Total</b>	<b>\$8,393,778</b>	<b>\$8,704,863</b>	<b>\$9,223,340</b>	<b>\$9,100,548</b>	<b>\$9,265,960</b>	<b>\$9,638,800</b>



Program Budgets	Approp. Through May 2015	Added for 2015-16	Total
1166- Fire Equip. Trust Fund	\$ 71,412	\$ -	\$ 71,412
<b>Total Program Budgets</b>	<b>\$ 71,412</b>	<b>\$ -</b>	<b>\$ 71,412</b>

# FIRE PREVENTION

*Safety Services Department*

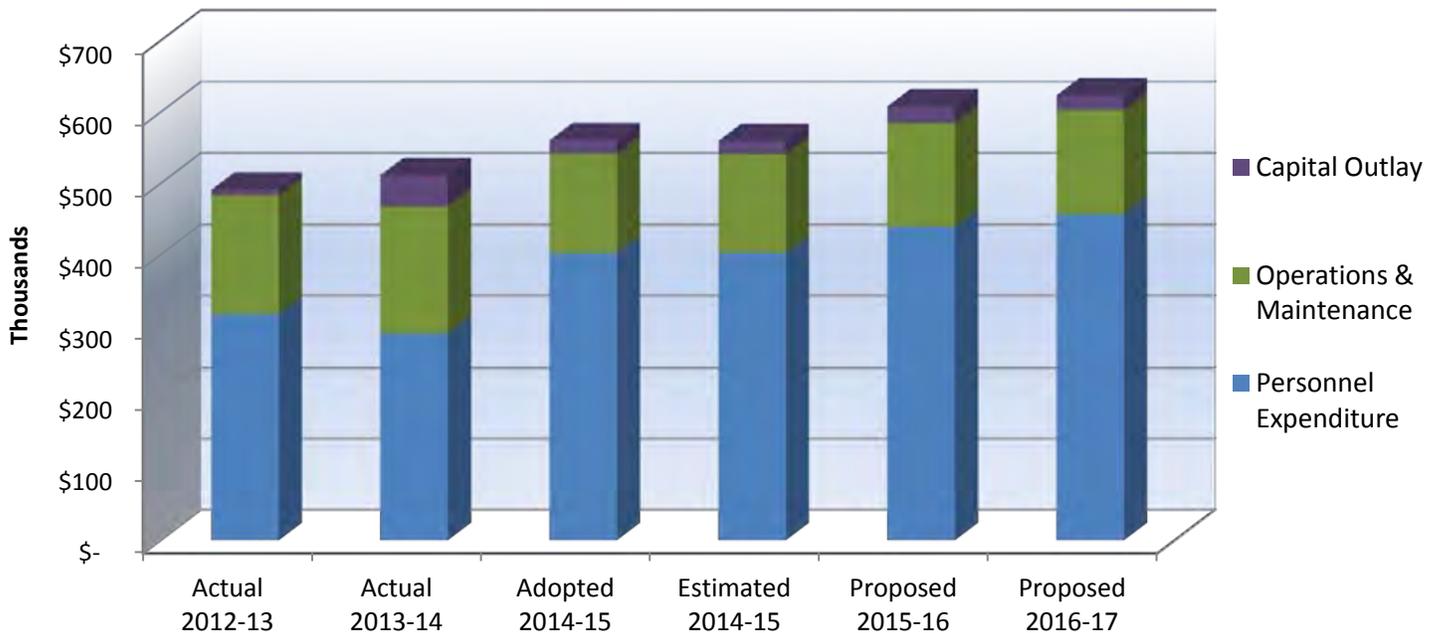
*Division No: 0502*

The Fire Prevention Division is responsible for the delivery of fire and life safety inspection and education services to existing businesses, apartments, educational, institutional, and permitted facilities. This Division provides plan review and new construction inspections to ensure compliance with State and local fire and life safety regulations. Coordination of fire investigations and incident management are also part of this Division.

## Division Goals & Objectives

- » Manage the fire company inspection program (FCIP) and business self-inspection program.
- » Conduct annual inspections and issue fire department operational permits.
- » Perform plan reviews and new construction inspections.

	2012-13 Actual	2013-14 Actual	2014-15 Adopted	2014-15 Estimated	2015-16 Proposed	2016-17 Proposed
<b>Division Activity Statistics</b>						
FCIP and business self inspections	1,800	2,192	2,000	2,100	2,100	2,100
Operational permits issued	600	578	600	580	580	580
Plan reviews completed	900	842	1,000	1,000	1,000	1,000
<b>Division Operating Budget</b>						
<i>Authorized Positions (FTE)</i>	1.5	1.9	2.0	2.5	3.0	3.0
◆ Personnel Expenditure	\$ 317,913	\$ 291,169	\$ 402,560	\$ 403,033	\$ 440,260	\$ 457,730
◆ Operations & Maintenance	166,343	177,429	140,380	138,995	145,380	145,830
◆ Capital Outlay	7,560	43,626	18,270	18,270	23,260	20,760
<b>Division Total</b>	<b>\$ 491,816</b>	<b>\$ 512,224</b>	<b>\$ 561,210</b>	<b>\$ 560,298</b>	<b>\$ 608,900</b>	<b>\$ 624,320</b>



# PARAMEDICS

*Safety Services Department*

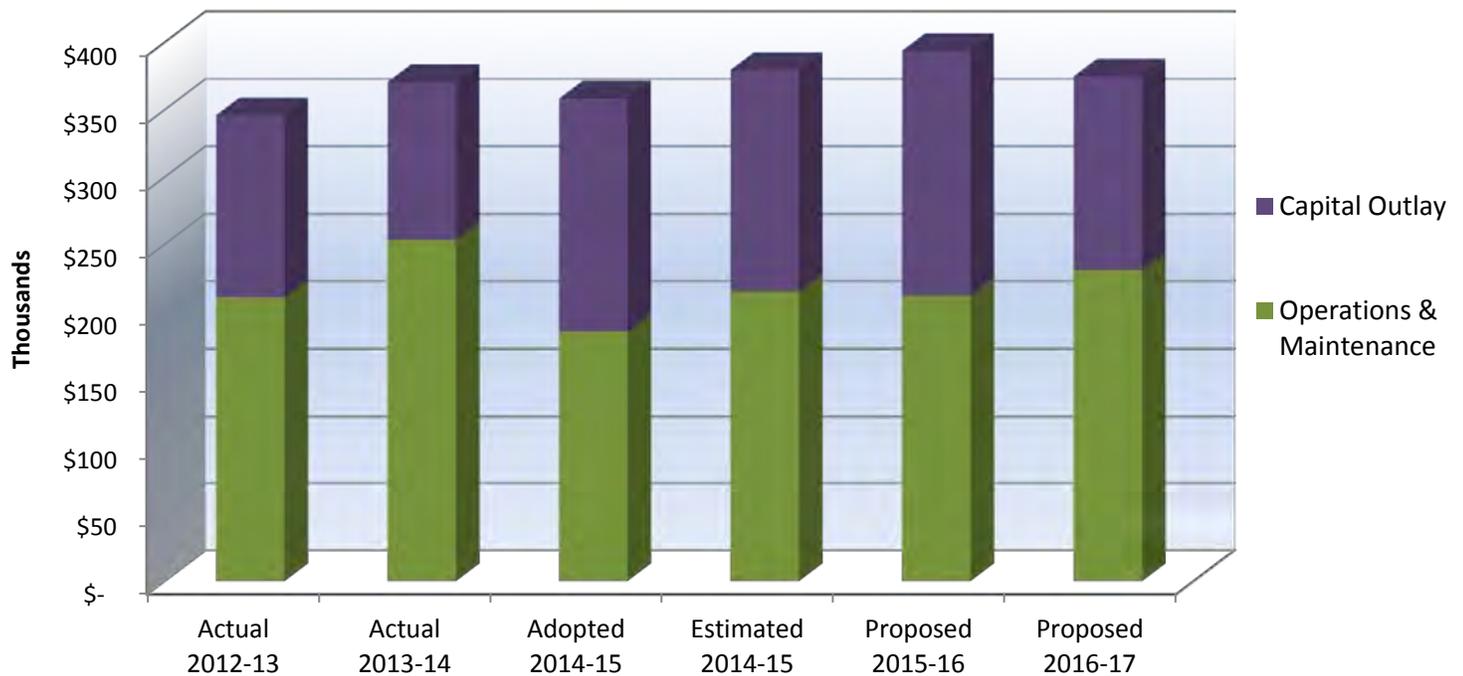
*Division No: 0503*

The Paramedic Division is a budget cost center that supports Fire Suppression, Division 0501. It specifies the financial outlay and activity for emergency medical services (EMS). This Division captures equipment and training costs associated with supporting Safety Services' pre-hospital EMS delivery system, but contains no direct personnel costs.

## Division Goals & Objectives

- » Evaluate new technology while maintaining current technology that enhances patient treatment data collection and improved billing processing.
- » Identify emerging EMS treatment improvements and deliver in-service training and field care audits to ensure maintenance of licenses and certifications of personnel.
- » Maintain active involvement in EMS groups and associations and communicate changes in EMS treatment protocols to personnel.

Division Activity Statistics	2012-13 Actual	2013-14 Actual	2014-15 Adopted	2014-15 Estimated	2015-16 Proposed	2016-17 Proposed
Field care audit sessions	18	18	18	18	18	18
EMS in-service training	18	18	18	18	18	18
EMS Transports	1,760	1,984	2,000	2,000	2,000	2,000
<b>Division Operating Budget</b>						
◆ Operations & Maintenance	\$ 210,985	\$ 253,765	\$ 186,090	\$ 215,408	\$ 212,490	\$ 231,460
◇ Capital Outlay	135,444	117,274	172,680	164,641	181,790	143,800
<b>Division Total</b>	<b>\$ 346,429</b>	<b>\$ 371,039</b>	<b>\$ 358,770</b>	<b>\$ 380,049</b>	<b>\$ 394,280</b>	<b>\$ 375,260</b>



# LAW ENFORCEMENT

*Safety Services Department*

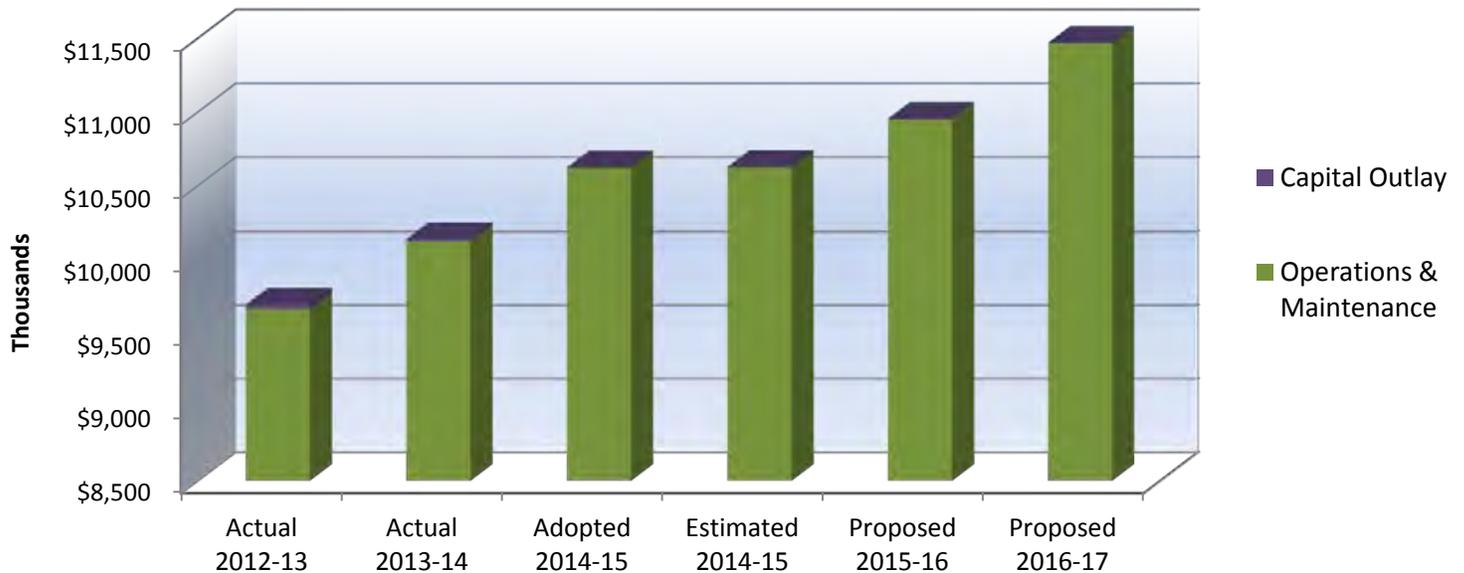
*Division No: 0504*

The Law Enforcement Division is a budget cost center that supports comprehensive contract law enforcement services provided by the San Diego County Sheriff's Department. These services include emergency response, crime prevention, traffic enforcement, collision reduction, investigative services, drug prevention and education, and community policing.

## Division Goals & Objectives

- » Reduce youth access to drugs and alcohol through education, prevention, and enforcement.
- » Maximize the use of Community Oriented Policing Programs (COPPS) resources and strategies.
- » Continue aggressive gang-related policing, documentation, and prosecution.
- » Utilize crime analysis to monitor real-time crime trends occurring within the community.

Division Activity Statistics	2012-13 Actual	2013-14 Actual	2014-15 Adopted	2014-15 Estimated	2015-16 Proposed	2016-17 Proposed
Number of Calls for Service	14,197	13,145	13,200	13,852	13,283	13,103
Traffic Accident Reports	226	278	275	240	240	275
Start Smart Education Classes	12	13	12	12	12	12
Narcotic Arrests	256	188	195	176	160	147
<b>Division Operating Budget</b>						
◆ Operations & Maintenance	\$ 9,673,751	\$ 10,129,618	\$ 10,627,050	\$ 10,630,795	\$ 10,958,520	\$ 11,473,960
◆ Capital Outlay	27,500	12,956	2,650	2,650	2,800	2,800
<b>Division Total</b>	<b>\$ 9,701,251</b>	<b>\$ 10,142,574</b>	<b>\$ 10,629,700</b>	<b>\$ 10,633,445</b>	<b>\$ 10,961,320</b>	<b>\$ 11,476,760</b>



Program Budgets	Approp. Through May 2015	Added for 2015-2017	Total
1152- Law Enforcement Equip.	\$ 105,393	\$ -	\$ 105,393
1160- Sr. Volunteer Patrol Func	46,764	-	\$ 46,764
<b>Total Program Budgets</b>	<b>\$ 152,157</b>	<b>\$ -</b>	<b>\$ 152,157</b>

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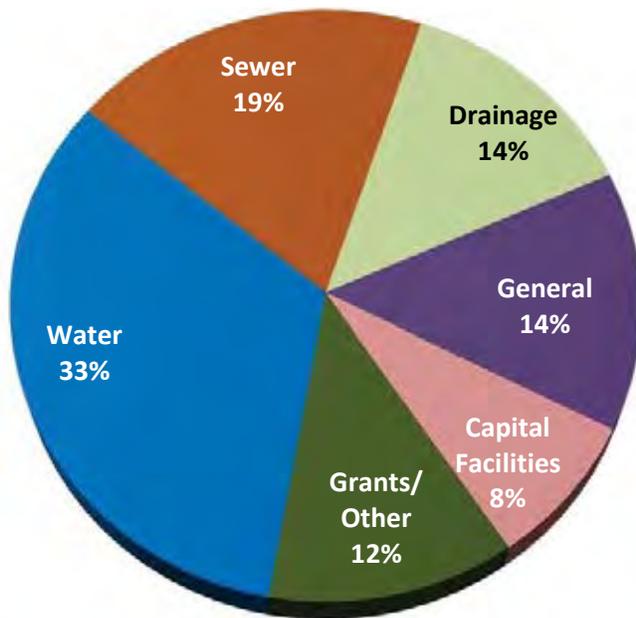
# CITY OF POWAY

## CAPITAL IMPROVEMENT PROGRAM OVERVIEW

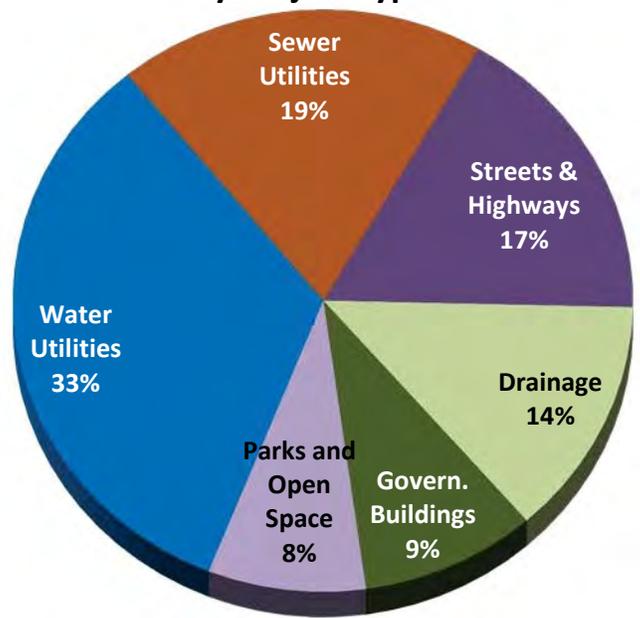
### Funding Sources

Source	Total Prior Appropriations	Proposed Appropriations	Total Project Appropriations	Funding Spent to Date	Available Balance
General Fund (100)	1,728,537	\$1,713,000	\$3,441,537	965,499	\$2,476,038
Street Develop. (222-226)	650,000	1,100,000	1,750,000	392,960	1,357,040
Drainage Fund (231/232)	2,971,456	260,000	3,231,456	2,637,240	594,216
CDBG Fund (241)	836,673	90,060	926,733	834,653	92,080
Fed/State Grants (242/253)	82,550	-	82,550	82,550	-
Park Improv. Fund (411)	75,000	120,000	195,000	50,000	145,000
Successor Agency (720)	-	-	-	-	-
Housing (416/472)	-	-	-	-	-
Water Fund (510/511)	4,311,701	3,760,000	8,071,701	1,554,223	6,517,478
Sewer Fund (520/521)	2,080,000	2,600,000	4,680,000	1,226,508	3,453,492
Capital Facilities (106/617)	8,401,792	1,971,600	10,373,392	500,402	9,872,990
Trusts (7xx)	-	25,000	25,000	-	25,000
<b>Total Budget</b>	<b>\$21,137,709</b>	<b>\$11,639,660</b>	<b>\$32,777,369</b>	<b>\$8,244,036</b>	<b>\$24,533,333</b>

**Total Project Appropriations by Funding Source**



**Total Project Appropriations by Project Type**



### Funding Uses

Project Type	Total Prior Appropriations	Proposed Appropriations	Total Project Appropriations	Funding Spent to Date	Available Balance
Streets & Highways	\$3,050,000	\$1,100,000	\$4,150,000	\$563,420	\$3,586,580
Drainage	2,971,456	260,000	3,231,456	2,637,240	594,216
Govern. Buildings	8,354,065	2,286,660	10,640,725	1,921,918	8,718,807
Parks and Open Space	370,487	1,633,000	2,003,487	340,726	1,662,761
Water Utilities	4,311,701	3,760,000	8,071,701	1,554,223	6,517,478
Sewer Utilities	2,080,000	2,600,000	4,680,000	1,226,508	3,453,492
<b>Total Budget</b>	<b>\$21,137,709</b>	<b>\$11,639,660</b>	<b>\$32,777,369</b>	<b>\$8,244,036</b>	<b>\$24,533,333</b>

\* "Total Prior Appropriations" column reflects previously appropriated prior year funding for all currently active CIP projects.

\*\* "Total Project Appropriations" column includes previously appropriated prior year funding and newly appropriated current year funding for all currently active CIP projects. This figure represents the total amount of funding which is appropriated for all active CIP projects.

**CITY OF POWAY  
CAPITAL IMPROVEMENT PROGRAM SUMMARY**

Project Title	Project No.	Funding Source	Total Prior Appropriations	FY 2015-17 Appropriation	Total Project Appropriation	Expenditures (thru May 2015)	Available Balance
<b>Streets &amp; Highways Projects</b>							
Midland Road Improvements	12008	222	\$ 300,000	\$ 300,000	\$ 600,000	\$ 42,960	\$ 557,040
Poway Road Corridor Study	12009	223A	350,000	-	350,000	350,000	-
Espola Rd. Improvements	12010	106	2,400,000	-	2,400,000	170,460	2,229,540
Poway Road Pedestrian/Bicycle	12012	223	-	800,000	800,000	-	800,000
<b>Total Streets &amp; Highways</b>			<b>\$ 3,050,000</b>	<b>\$ 1,100,000</b>	<b>\$ 4,150,000</b>	<b>\$ 563,420</b>	<b>\$ 3,586,580</b>
<b>Drainage Projects</b>							
Corrugated Metal Pipe Replacement	1437	231/232	\$ 2,146,456	\$ 60,000	\$ 2,206,456	\$ 2,066,605	\$ 139,851
Rattlesnake Creek Bank Stblzn	1443	231/232	575,000	-	575,000	570,229	4,771
Natural Channel Silt Study	1445	231	50,000	200,000	250,000	-	250,000
Concrete Channel Repair Project	1446	231	200,000	-	200,000	407	199,593
<b>Total Drainage</b>			<b>\$ 2,971,456</b>	<b>\$ 260,000</b>	<b>\$ 3,231,456</b>	<b>\$ 2,637,240</b>	<b>\$ 594,216</b>
<b>Government Buildings Projects</b>							
Emergency Preparedness	1161	100	\$ 1,515,600	\$ -	\$ 1,515,600	\$ 757,323	\$ 758,277
Public Facilities Renovation	3500	617	385,020	1,756,600	2,141,620	319,026	1,822,594
ADA Barrier Removal	1548	241	836,673	90,060	926,733	834,653	92,080
Capital Facilities Reinvestment	1561	106	5,251,772	-	5,251,772	10,705	5,241,067
City Hall HVAC	3500N	106	365,000	15,000	380,000	211	379,789
City Hall Breakroom Renovation	3501	617	-	150,000	150,000	-	150,000
Fiber Optic Connections Project	3502	617	-	50,000	50,000	-	50,000
PCPA Fall Protection Project	1562	100	-	225,000	225,000	-	225,000
<b>Total Govt. Buildings</b>			<b>\$ 8,354,065</b>	<b>\$ 2,286,660</b>	<b>\$ 10,640,725</b>	<b>\$ 1,921,918</b>	<b>\$ 8,718,807</b>

Project Title	Project No.	Funding Source	Total Prior Appropriations	FY 2015-17 Appropriation	Total Project Appropriation	Expenditures (thru May 2015)	Available Balance
<b>Parks &amp; Open Space Projects</b>							
Mickey Cafagna Community Center	1502	411	75,000	-	75,000	50,000	25,000
Lake Poway Parking Project	1561	411	-	165,000	165,000	-	165,000
Swim Center Mechanical Systems Repair	1632	100	-	220,000	220,000	-	220,000
Swim Center Deck, Plaster and Dive Platform Project	1633	100	-	690,000	690,000	-	690,000
Playground Renovation	1698	100/242	295,487	-	295,487	290,726	4,761
Lake Poway Boat Dock Replacement	1634	100	-	305,000	305,000	-	305,000
Blue Sky Amphitheater Shade Structure	1635	100	-	30,000	30,000	-	30,000
Community Park Playground Renovation	1636	100	-	148,000	148,000	-	148,000
Starridge Park Playground Renovation	1637	100	-	75,000	75,000	-	75,000
<b>Total Parks&amp;Open Space</b>			<b>\$ 370,487</b>	<b>\$ 1,633,000</b>	<b>\$ 2,003,487</b>	<b>\$ 340,726</b>	<b>\$ 1,662,761</b>

**CITY OF POWAY  
CAPITAL IMPROVEMENT PROGRAM SUMMARY**

Project Title	Project No.	Funding Source	Total Prior Appropriations	FY 2015-17 Appropriation	Total Project Appropriation	Expenditures (thru May 2015)	Available Balance
<b>Water Utilities Projects</b>							
Water System Repair/Rehab.	1756	510	2,361,701	-	2,361,701	1,117,424	1,244,277
Clearwell Redundant Pipeline	1757	510/511	670,000	-	670,000	436,799	233,201
Alta Mira Reservoir Rehabilitation	1763	510	780,000	-	780,000	-	780,000
Water Distribution System/Treatment Plant Rehab Project	1764	510	500,000	-	500,000	-	500,000
Arc Flash Compliance Study	1765	510	-	300,000	300,000	-	300,000
Water Valve Replacement Project	1766	510	-	150,000	150,000	-	150,000
Blue Crystal Reservoir Rehabilitation	1767	510	-	425,000	425,000	-	425,000
Welton Reservoir Rehabilitation	1768	510	-	1,000,000	1,000,000	-	1,000,000
PS1 Electrical Equipment Replacement	1769	510	-	25,000	25,000	-	25,000
Buehler Reservoir Rehabilitation	1770	510	-	1,000,000	1,000,000	-	1,000,000
Sagecrest (Pomerado) Reservoir Rehabilitation	1771	510	-	480,000	480,000	-	480,000
Poway Dam Maintenance and Security	1772	510/511	-	380,000	380,000	-	380,000
<b>Total Water Utilities</b>			<b>\$ 4,311,701</b>	<b>\$ 3,760,000</b>	<b>\$ 8,071,701</b>	<b>\$ 1,554,223</b>	<b>\$ 6,517,478</b>
<b>Sewer Utilities Projects</b>							
Annual Manhole Rehabilitation	1824	520	-	300,000	300,000	-	300,000
Annual Sewer Line Repair / Replace	1829	520	2,030,000	-	2,030,000	1,226,508	803,492
Martincoit Road Sewer Upsize	1833	520/521	-	2,300,000	2,300,000	-	2,300,000
Sewer Odor Study	0000	520	50,000	-	50,000	-	50,000
<b>Total Sewer Utilities</b>			<b>\$ 2,080,000</b>	<b>\$ 2,600,000</b>	<b>\$ 4,680,000</b>	<b>\$ 1,226,508</b>	<b>\$ 3,453,492</b>
<b>Grand Total Capital Projects</b>			<b>\$ 21,137,709</b>	<b>\$ 11,639,660</b>	<b>\$ 32,777,369</b>	<b>\$ 8,244,036</b>	<b>\$ 24,533,333</b>

<i>Capital Projects Funded through Departmental Operating Budgets</i>				
FY14/15 Street Maint. Slurry Seal	100/223		\$ 2,320,000	
FY14/15 Street Overlay	100/223		1,380,000	
FY14/15 Street Striping	100		500,000	
<b>Total Capital Projects Funded through Departmental Operating Budget</b>			<b>\$ 4,200,000</b>	

**Funding Source Definitions:**

- 100 - General Fund
- 222 - Street Development Fund
- 223 - Transnet
- 224 - Traffic Congestion Fund
- 231/232 - Drainage Funds
- 241 - CDBG Fund
- 242 - State Grant Fund
- 253 - Federal Grant Fund
- 510/511 - Water Funds
- 520/521 - Sewer Funds
- 617 - Capital Facilities

**City of Poway - Capital Improvement Program (Streets and Highways)**

**Midland Road Improvements - CIP # 12008**

Project Manager: Jeff Beers

Responsible Department: Development Services

Start Date: February 2014

Estimated Completion: November 2015

Description

This project will include the design and construction of sidewalk improvements to Midland Road from Hillary Place to just north of Scots Way. The proposed work will include sidewalks, along with the necessary drainage and ADA improvements associated with the sidewalk construction. The 2015 RTIP amendment added \$300,000 in Transnet funding to the project to add street lighting to the project scope. The project will also include the acquisition of necessary Right-of-Way. This work is identified in the Transportation Element of the City's General Plan, and will provide a safe route to Midland Elementary School.

<b>Funding Source</b>	<b>Total Prior Approp.</b>	<b>FY 2015-17 Appropriation</b>	<b>Total Approp.</b>	<b>Life-to-Date Expended May 2015</b>	<b>Available Balance</b>
Streets (222)	300,000	-	300,000	42,960	257,040
Strs Prop A (223A)	-	300,000	300,000	-	300,000
<b>Total Budget</b>	<b>\$ 300,000</b>	<b>\$ 300,000</b>	<b>\$ 600,000</b>	<b>\$ 42,960</b>	<b>\$ 557,040</b>

Estimated Annual Operating Budget Impact: \$0

**City of Poway - Capital Improvement Program (Streets and Highways)**

**Poway Road Corridor Study - CIP # 12009**

Project Manager: Rich Whipple

Responsible Department: Development Services

Start Date: September 2014

Estimated Completion: November 2016

Description

In September 2014, the City hired MIG Inc., a planning and transportation consulting firm, to assist the City in planning for Poway Road's future. The project, known as the Poway Road Corridor Study (PRCS), will provide recommendations on land use, transportation, design/aesthetics, and economic development for Poway Road, the City's main commercial corridor. The study will be based on an evaluation of existing land use and transportation conditions along Poway Road. The transportation and land use analysis will result in recommendations and an implementation strategy regarding the appropriate transportation improvements and mix of uses along the project corridor. These may include proposed changes to regulatory and policy documents such as the Poway Municipal Code (PMC) and the City's General Plan. The study is expected to take approximately 18 months to complete.

<b>Funding Source</b>	<b>Total Prior Approp.</b>	<b>FY 2015-17 Appropriation</b>	<b>Total Approp.</b>	<b>Life-to-Date Expended May 2015</b>	<b>Available Balance</b>
Streets Prop A (223A)	350,000	-	350,000	350,000	-
<b>Total Budget</b>	<b>\$ 350,000</b>	<b>\$ -</b>	<b>\$ 350,000</b>	<b>\$ 350,000</b>	<b>\$ -</b>

Estimated Annual Operating Budget Impact: \$0

**City of Poway - Capital Improvement Program (Streets and Highways)**

**Espola Road Safety Improvements – Design and EIR CIP # 12010**

Project Manager: Steve Crosby  
Responsible Department: Development Services  
Start Date: November 2013  
Estimated Completion: December 2016

Description

In 2013, the City finalized the Espola Road Improvement Project Environmental Impact Report (EIR) based on a project scope that included improving Espola Road between Twin Peaks Road and Titan Way to a three-lane roadway with curb, gutter and sidewalks, and signalizing the intersection of Espola Road and Durhullen Street/Golden Sunset Road. The EIR was certified by the City Council in June of 2013, however the City Council did not support the construction of the full project scope identified in the EIR. In October 2013, the City Council directed staff to pursue a pedestrian safety project consisting of a multipurpose trail on the west side of Espola Road from Mountain Road to Willow Ranch Road. The project also includes the undergrounding of approximately 2000 linear feet of existing overhead utility lines using the City’s available 20A funds. Project improvement plans are currently being prepared. The preliminary undergrounding design has been completed by SGD&E and will be finalized after the completion of the improvement plans.

<b>Funding Source</b>	<b>Total Prior Approp.</b>	<b>FY 2015-17 Appropriation</b>	<b>Total Approp.</b>	<b>Life-to-Date Expended May 2015</b>	<b>Available Balance</b>
Capital Facilities (106)	2,400,000	-	2,400,000	170,460	2,229,540
<b>Total Budget</b>	<b>\$ 2,400,000</b>	<b>\$ -</b>	<b>\$ 2,400,000</b>	<b>\$ 170,460</b>	<b>\$ 2,229,540</b>

Estimated Annual Operating Budget Impact: \$0

**City of Poway - Capital Improvement Program (Streets and Highways)**

**FY 15/16 & 16/17 Street Maintenance - Slurry Seal-Div. 0411**

Project Manager: Jeff Beers  
Responsible Department: Development Services  
Start Date: July , annually  
Estimated Completion: November, annually

Description

The street maintenance project is a continuation of the annual Citywide street maintenance program. The program is an eight-year rotation through eight street maintenance zones providing deep patching, skin patching, crack sealing, slurry sealing, and raising utility lids to grade as-needed. In fiscal year 2015-16 the program will address zone 6, generally the Green Valley area, and in fiscal year 2016-17 zone 7, the business park area.

<b>Funding Source</b>	<b>FY 2015-16 Appropriation</b>	<b>FY 2016-17 Appropriation</b>
General (100)	\$ 722,280	\$ 709,150
Transnet (223B)	437,720	450,850
<b>Total Budget</b>	<b>\$ 1,160,000</b>	<b>\$ 1,160,000</b>

Estimated Annual Operating Budget Impact: \$0

**City of Poway - Capital Improvement Program (Streets and Highways)**

**FY 15/16 & 16/17 Street Overlay Project - Div. 0411**

Project Manager: Jeff Beers

Responsible Department: Development Services

Start Date: July, annually

Estimated Completion: November, annually

Description

The City annually overlays or reconstructs portions of public streets that have deteriorated to a level that requires more than patching and slurry seal. In fiscal year 2015-16, work will be completed on portions of Garden Road, Adah Lane and Stowe Drive. In fiscal year 2016-17, overlay work will done in the Poway Road/Pomerado Road intersection area.

<b>Funding Source</b>	<b>FY 2015-16 Appropriation</b>	<b>FY 2016-17 Appropriation</b>
Transnet (223A)	1,120,000	260,000
<b>Total Budget</b>	<b>\$ 1,120,000</b>	<b>\$ 260,000</b>

Estimated Annual Operating Budget Impact: \$0

**City of Poway - Capital Improvement Program (Streets and Highways)**

**FY 15/16 & 16/17 Street Striping - Div. 0411**

Project Manager: Jeff Beers

Responsible Department: Development Services

Start Date: July, annually

Estimated Completion: June annually

Description

This annual project provides restriping of the streets within the zone that receives slurry seal in the annual street maintenance project. When the street maintenance zone is an odd numbered zone, this project also refreshes striping in the other three odd numbered zones, and when the street maintenance zone is an even numbered zone, the project refreshes the striping in the other three even numbered zones. Under this rotation, all public street striping in the City is refreshed or replaced every two years. The restriping of slurry sealed zones will include the adding of buffer zones to bike lanes, and the replacing of traditional crosswalk striping with "continental" striping.

<b>Funding Source</b>	<b>FY 2015-16 Appropriation</b>	<b>FY 2016-17 Appropriation</b>
General (100)	\$ 250,000	\$ 250,000
<b>Total Budget</b>	<b>\$ 250,000</b>	<b>\$ 250,000</b>

Estimated Annual Operating Budget Impact: \$0

**City of Poway - Capital Improvement Program (Streets and Highways)**

**Poway Road Pedestrian/Bicycle - CIP #12012**

Project Manager: Jeff Beers  
Responsible Department: Development Services  
Start Date: July 2016  
Estimated Completion: June 2017

Description

This project will construct pedestrian/bicycle improvements to improve the connections between nodes identified as priorities in the Poway Road Corridor Study.

<b>Funding Source</b>	<b>Total Prior Approp.</b>	<b>FY 2015-17 Appropriation</b>	<b>Total Approp.</b>	<b>Life-to-Date Expended May 2015</b>	<b>Available Balance</b>
Transnet (223A)	-	800,000	800,000	-	800,000
<b>Total Budget</b>	<b>\$ -</b>	<b>\$ 800,000</b>	<b>\$ 800,000</b>	<b>\$ -</b>	<b>\$ 800,000</b>

Estimated Annual Operating Budget Impact: \$0

**City of Poway - Capital Improvement Program (Flood/Drainage Control)**

**Corrugated Metal Pipe Annual Repair/Replace - CIP # 1437**

Project Manager: Taryn Kjolsing  
Responsible Department: Development Services  
Start Date: Annual  
Estimated Completion:

Description

This fund is used to replace or repair failing corrugated metal drainage pipes citywide. This project has been coordinated to coincide with the City’s annual Street Maintenance project. The fiscal year 2015-16 project will replace or repair failing corrugated metal pipe in Street Maintenance Zone 7, generally the business park area. The fiscal year 2016-17 project will replace or repair failing corrugated metal pipe in Street Maintenance Zone 8, generally the west of Pomerado Road and the Oak Knoll Road area.

<b>Funding Source</b>	<b>Total Prior Approp.</b>	<b>FY 2015-17 Appropriation</b>	<b>Total Approp.</b>	<b>Life-to-Date Expended May 2015</b>	<b>Available Balance</b>
Drainage (231)	2,118,606	60,000	2,178,606	2,066,605	112,001
Drainage Imp. (232)	27,850	-	27,850	-	27,850
<b>Total Budget</b>	<b>\$ 2,146,456</b>	<b>\$ 60,000</b>	<b>\$ 2,206,456</b>	<b>\$ 2,066,605</b>	<b>\$ 139,851</b>

Estimated Annual Operating Budget Impact: \$0

**City of Poway - Capital Improvement Program (Flood/Drainage Control)**

**Rattlesnake Creek Streambank Stabilization CIP # 1443**

Project Manager: John Tolliver  
Responsible Department: Development Services  
Start Date: September 2010  
Completion Date: November 2013  
Estimated Monitoring Period Completion: March 2016

Description

Two areas of the tributary to Rattlesnake Creek, from Kentfield Drive to Norwalk Street, were eroded by the rains between December 7, 2009, and January 27, 2010. These areas experienced bank failures that required immediate repair. The City of Poway’s Public Works Department obtained approval from the Army Corps of Engineers for temporary restoration measures. The approval letter required long-term bioengineering solutions for the two areas, in the context of the larger basin. This project included all the necessary studies and design coordination with the regulatory agencies to address the long-term solution, and construction of the permanent solution. Construction has been completed. This project is currently in the plant establishment monitoring period, which will last a minimum of two non-drought years.

<b>Funding Source</b>	<b>Total Prior Approp.</b>	<b>FY 2015-17 Appropriation</b>	<b>Total Approp.</b>	<b>Life-to-Date Expended May 2015</b>	<b>Available Balance</b>
Drainage (231)	219,000	-	219,000	211,282	7,718
Drainage (232)	356,000	-	356,000	358,947	(2,947)
<b>Total Budget</b>	<b>\$ 575,000</b>	<b>\$ -</b>	<b>\$ 575,000</b>	<b>\$ 570,229</b>	<b>\$ 4,771</b>

Estimated Annual Operating Budget Impact: \$0

**City of Poway - Capital Improvement Program (Flood/Drainage Control)**

**Natural Channel Silt Removal - CIP # 1445**

Project Manager: Taryn Kjolsing  
Responsible Department: Development Services  
Start Date: June 2016  
Estimated Completion: June 2017

Description

Phase I of this project will study silt levels in natural channels throughout the City, and will provide prioritized recommendations for silt removal. Phase II will remove silt to restore full channel flow capacity at priority locations citywide. The scope will also include removal of sediment from culvert crossings located within natural channels.

<b>Funding Source</b>	<b>Total Prior Approp.</b>	<b>FY 2015-17 Appropriation</b>	<b>Total Approp.</b>	<b>Life-to-Date Expended May 2015</b>	<b>Available Balance</b>
Drainage (231)	50,000	200,000	250,000	-	250,000
<b>Total Budget</b>	<b>\$ 50,000</b>	<b>\$ 200,000</b>	<b>\$ 250,000</b>	<b>\$ -</b>	<b>\$ 250,000</b>

Estimated Annual Operating Budget Impact: \$0

## City of Poway - Capital Improvement Program (Flood/Drainage Control)

### **Concrete Channel Repair Project - CIP # 1446**

Project Manager: Jeff Beers

Responsible Department: Development Services

Start Date: May 2015

Estimated Completion: September 2015

#### Description

This project will repair or replace approximately 10,000 SF of deteriorated sections of Garden Road concrete drainage channel. This project was designed in-house, with start of construction anticipated in June 2015.

<b>Funding Source</b>	<b>Total Prior Approp.</b>	<b>FY 2015-17 Appropriation</b>	<b>Total Approp.</b>	<b>Life-to-Date Expended May 2015</b>	<b>Available Balance</b>
Drainage (231)	200,000		200,000	407	199,593
<b>Total Budget</b>	<b>\$ 200,000</b>	<b>\$ -</b>	<b>\$ 200,000</b>	<b>\$ 407</b>	<b>\$ 199,593</b>

Estimated Annual Operating Budget Impact: \$0

## City of Poway - Capital Improvement Program (Emergency Preparedness)

### **Emergency Preparedness - CIP #1161**

Project Manager: Steve Crosby

Responsible Department: Development Services

Start Date: As-Needed

Estimated Completion: As-Needed

#### Description

This fund is used to improve the City's emergency response capabilities as needs are identified. Use of funds is subject to City Council approval.

<b>Funding Source</b>	<b>Total Prior Approp.</b>	<b>FY 2015-17 Appropriation</b>	<b>Total Approp.</b>	<b>Life-to-Date Expended May 2015</b>	<b>Available Balance</b>
General (100)	1,515,600	-	1,515,600	757,323	758,277
<b>Total Budget</b>	<b>\$ 1,515,600</b>	<b>\$ -</b>	<b>\$ 1,515,600</b>	<b>\$ 757,323</b>	<b>\$ 758,277</b>

Estimated Annual Operating Budget Impact: \$0

**City of Poway - Capital Improvement Program (Government Buildings)**

**Public Facilities Renovation - CIP #3500 Series**

Project Manager: Michael Obermiller/Jeff Beers  
Responsible Department: Public Works/Development Services  
Start Date: Ongoing

Description

This project provides funding for major repairs and renovation of aging public facilities, including Community Services buildings, fire stations, and administrative offices. Funding is from the Capital Facilities Fund (617), which is made up of annual contributions from the City's various operating funds, including General, Water, and Sewer. Individual tasks may be assigned to Public Works staff or to Development Services CIP staff for completion.

<b>Project</b>	<b>Total Prior Approp.</b>	<b>FY 2015-17 Appropriation</b>	<b>Total Approp.</b>	<b>Life-to-Date Expended May 2015</b>	<b>Available Balance</b>
Painting:		212,500	212,500	-	212,500
Roofing:		315,100	315,100	-	315,100
Flooring:		286,000	286,000	-	286,000
HVAC:		10,000	10,000	-	10,000
Specialized projects		7,000	7,000		7,000
General Maintenance:		147,000	147,000	-	147,000
Old Poway Park General Construction and Repairs		135,000	135,000	-	135,000
PCPA Dressing Room Renovation		46,000	46,000	-	46,000
PCPA Stage Floor Replacement		56,000	56,000	-	56,000
City Facilities Maintenance Assessment		300,000	300,000	-	300,000
Lake Poway/Iron Mountain Wayfaring Signage		20,000	20,000	-	20,000
Old Poway Park Concrete Repairs		62,000	62,000	-	62,000
PCPA Boiler and Cooling Tower		160,000	160,000	-	160,000
<b>Total Budget</b>	<b>\$ 385,020</b>	<b>\$ 1,756,600</b>	<b>\$ 2,141,620</b>	<b>\$ 319,026</b>	<b>\$ 1,822,594</b>

Estimated Annual Operating Budget Impact: \$0

**City of Poway - Capital Improvement Program (Government Buildings)**

**ADA Barrier Removal - CIP # 1548**

Project Manager: Jeff Beers  
Responsible Department: Development Services  
Start Date: December, annually  
Estimated Completion: June, annually

Description

This is an annual Community Development Block Grant (CDBG) funded program to remove Americans with Disabilities Act (ADA) barriers and improve access to various public facilities. The FY 15-16 project will reconstruct the Porter House Kitchen to meet current ADA standards and the City's ADA compliance plan. Reconstruction will consist of removing the existing non-compliant kitchen cabinetry and replacing it with new compliant cabinetry and fixtures. The scope of the 16/17 project is yet to be determined.

<b>Funding Source</b>	<b>Total Prior Approp.</b>	<b>FY 2015-17 Appropriation</b>	<b>Total Approp.</b>	<b>Life-to-Date Expended May 2015</b>	<b>Available Balance</b>
CDBG (241)	836,673	90,060	926,733	834,653	92,080
<b>Total Budget</b>	<b>\$ 836,673</b>	<b>\$ 90,060</b>	<b>\$ 926,733</b>	<b>\$ 834,653</b>	<b>\$ 92,080</b>

Estimated Annual Operating Budget Impact: \$0

## **City of Poway - Capital Improvement Program (Government Buildings)**

### **Capital Facilities Reinvestment - CIP #1561**

Responsible Department: Development Services

Start Date: Ongoing

#### Description

This project account provides funding for new public facilities and renovation, including park facilities, and Community Services buildings. Funding is from the Capital Facilities Projects Fund (0106), which is made up of one-time funds associated with dissolution of the Redevelopment Agency and annual contributions from uncommitted General Fund operating sources.

<b>Funding Source</b>	<b>Total Prior Approp.</b>	<b>FY 2015-17 Appropriation</b>	<b>Total Approp.</b>	<b>Life-to-Date Expended May 2015</b>	<b>Available Balance</b>
Cap. Facilities (0106)	5,251,772	-	5,251,772	10,705	5,241,067
<b>Total Budget</b>	<b>\$ 5,251,772</b>	<b>\$ -</b>	<b>\$ 5,251,772</b>	<b>\$ 10,705</b>	<b>\$ 5,241,067</b>

Estimated Annual Operating Budget Impact: Variable

## **City of Poway - Capital Improvement Program (Government Buildings)**

### **City Hall HVAC - CIP #3500N**

Project Manager: Jeff Beers

Responsible Department: Development Services

Start Date: January 2015

Estimated Completion: December 2015

#### Description

This project will provide rehabilitation and upgrade of the existing HVAC system in City Hall, including a new digital control system, and a retro-commissioning of the HVAC's electrical system.

<b>Funding Source</b>	<b>Total Prior Approp.</b>	<b>FY 2015-17 Appropriation</b>	<b>Total Approp.</b>	<b>Life-to-Date Expended May 2015</b>	<b>Available Balance</b>
Capital Facilities (617)	365,000	15,000	380,000	211	379,789
<b>Total Budget</b>	<b>\$ 365,000</b>	<b>\$ 15,000</b>	<b>\$ 380,000</b>	<b>\$ 211</b>	<b>\$ 379,789</b>

Estimated Annual Operating Budget Impact: \$0

## **City of Poway - Capital Improvement Program (Government Buildings)**

### **City Hall Break Room Renovation - CIP #3501**

Project Manager: Jeff Beers

Responsible Department: Development Services

Start Date: October 2015

Estimated Completion: March 2016

#### Description

This project will expand the size of the City Hall break room by pushing the existing exterior wall out into the covered patio area. This will increase the usefulness of the room by providing space for employee gatherings.

<b>Funding Source</b>	<b>Total Prior Approp.</b>	<b>FY 2015-17 Appropriation</b>	<b>Total Approp.</b>	<b>Life-to-Date Expended May 2015</b>	<b>Available Balance</b>
Capital Facilities (617)	-	150,000	150,000	-	150,000
<b>Total Budget</b>	<b>\$ -</b>	<b>\$ 150,000</b>	<b>\$ 150,000</b>	<b>\$ -</b>	<b>\$ 150,000</b>

Estimated Annual Operating Budget Impact: \$0

## **City of Poway - Capital Improvement Program (Public Facilities)**

### **Fiber Optic Connections Project - CIP #3502**

Project Manager: Jeff Beers

Responsible Department: Development Services

Start Date: October 2015

Estimated Completion: February 2016

#### Description

This project will connect Fire Station 1, Fire Station 3, and Old Poway Park to the City Hall server via existing traffic signal system high speed fiber. The resulting connection will operate at a much higher speed than the current connections. In addition, the City will no longer pay a monthly fee for internet service for these facilities.

<b>Funding Source</b>	<b>Total Prior Approp.</b>	<b>FY 2015-17 Appropriation</b>	<b>Total Approp.</b>	<b>Life-to-Date Expended May 2015</b>	<b>Available Balance</b>
Capital Facilities (617)	-	50,000	50,000	-	50,000
<b>Total Budget</b>	<b>\$ -</b>	<b>\$ 50,000</b>	<b>\$ 50,000</b>	<b>\$ -</b>	<b>\$ 50,000</b>

Estimated Annual Operating Budget Impact: \$0

## **City of Poway - Capital Improvement Program (Public Facilities)**

### **PCPA Fall Protection Project - CIP #1562**

Project Manager: Jeff Beers

Responsible Department: Development Services

Start Date: Jan 2016

Estimated Completion: Aug 2016

#### Description

This project will enhance the safety systems within the staff only areas of the Poway Center for the Performing Arts through the design and construction of fall protection devices. This project has been identified in the City's Fall Protection Safety Plan. The project will include six areas within the PCPA: high gird, catwalk system, follow spot crow's nest, balcony, auditorium side box booms, and low roof above the box office.

<b>Funding Source</b>	<b>Total Prior Approp.</b>	<b>FY 2015-17 Appropriation</b>	<b>Total Approp.</b>	<b>Life-to-Date Expended May 2015</b>	<b>Available Balance</b>
General Fund (100)	-	225,000	225,000	-	225,000
<b>Total Budget</b>	<b>\$ -</b>	<b>\$ 225,000</b>	<b>\$ 225,000</b>	<b>\$ -</b>	<b>\$ 225,000</b>

Estimated Annual Operating Budget Impact: \$0

## **City of Poway - Capital Improvement Program (Parks and Open Space)**

### **Mickey Cafagna Community Center - CIP # 1502**

Project Manager: Bob Manis

Responsible Department: Development Services

Start Date: April 2014

Estimated Completion: October 2015

#### Description

This project will include the completion of the schematic design for a new Community Center building located in Community Park. The original appropriation was for \$50,000 for a consultant to prepare a schematic design. The work was completed but the City Council rejected the design. An additional appropriation of \$25,000 was approved on March 17, 2015 to amend the contract to provide alternative designs that will ultimately result in a single schematic design for the building. The alternative designs will be presented to the City Council in the summer of 2015 and the final schematic design will be completed in the fall.

<b>Funding Source</b>	<b>Total Prior Approp.</b>	<b>FY 2015-17 Appropriation</b>	<b>Total Approp.</b>	<b>Life-to-Date Expended May 2015</b>	<b>Available Balance</b>
Park Improv. (411)	75,000	-	75,000	50,000	25,000
<b>Total Budget</b>	<b>\$ 75,000</b>	<b>\$ -</b>	<b>\$ 75,000</b>	<b>\$ 50,000</b>	<b>\$ 25,000</b>

## City of Poway - Capital Improvement Program (Parks & Open Space)

### **Lake Poway Parking Project - CIP #1561B**

Project Manager: Jeff Beers

Responsible Department: Development Services

Start Date: March 2015

Estimated Completion: December 2015

#### Description

This project will expand the parking capacity at Poway Lake by designing and constructing an additional 64 parking spaces. In addition to the parking lot expansion, the project includes the construction of a turnaround at the entry booth. This project is scheduled to begin construction in October of 2015.

<b>Funding Source</b>	<b>Total Prior Approp.</b>	<b>FY 2015-17 Appropriation</b>	<b>Total Approp.</b>	<b>Life-to-Date Expended May 2015</b>	<b>Available Balance</b>
General Fund (100)	-	45,000	45,000	-	45,000
Park Improv. (411)	-	120,000	120,000	-	120,000
<b>Total Budget</b>	<b>\$ -</b>	<b>\$ 165,000</b>	<b>\$ 165,000</b>	<b>\$ -</b>	<b>\$ 165,000</b>

Estimated Annual Operating Budget Impact: \$0

## City of Poway - Capital Improvement Program (Park & Open Space)

### **Swim Center Mechanical Systems Repair/Replace - CIP #1632**

Project Manager: Jeff Beers

Responsible Department: Development Services

Start Date: July 2015

Estimated Completion: January 2016

#### Description

This project is phase one of a two year renovation of the Community Park Swim Center. This project will replace the existing pool heaters with high efficiency heaters, install pool circulation pump variable speed controls, rehabilitate the existing filter system, and will modify the existing acid storage system.

<b>Funding Source</b>	<b>Total Prior Approp.</b>	<b>FY 2015-17 Appropriation</b>	<b>Total Approp.</b>	<b>Life-to-Date Expended May 2015</b>	<b>Available Balance</b>
General Fund (100)	-	220,000	220,000	-	220,000
<b>Total Budget</b>	<b>\$ -</b>	<b>\$ 220,000</b>	<b>\$ 220,000</b>	<b>\$ -</b>	<b>\$ 220,000</b>

Estimated Annual Operating Budget Impact: \$0

## City of Poway - Capital Improvement Program (Park & Open Space)

### **Swim Center Deck, Plaster and Dive Platform Project - CIP #1633**

Project Manager: Jeff Beers

Responsible Department: Development Services

Start Date: September 2016

Estimated Completion: March 2017

#### Description

This project is phase two of the two year renovation of the Community Park Swim Center. This project will replace the deteriorated concrete pool deck, re-plaster the pool, repair the pool gutters, and will replace the aging three meter dive platform.

<b>Funding Source</b>	<b>Total Prior Approp.</b>	<b>FY 2015-17 Appropriation</b>	<b>Total Approp.</b>	<b>Life-to-Date Expended May 2015</b>	<b>Available Balance</b>
General Fund (100)	-	690,000	690,000	-	690,000
<b>Total Budget</b>	<b>\$ -</b>	<b>\$ 690,000</b>	<b>\$ 690,000</b>	<b>\$ -</b>	<b>\$ 690,000</b>

Estimated Annual Operating Budget Impact: \$0

## City of Poway - Capital Improvement Program (Parks & Open Space)

### **Playground Renovation - CIP #1698**

Project Manager: Jeff Beers

Responsible Department: Development Services

Start Date: November 2014

Estimated Completion: May 2015

#### Description

This project includes the replacement of the existing playground surfacing at Hilleary Park as well as replacing the existing playground equipment at Sycamore Creek Park West and Starridge Park. The project is under construction and is scheduled for completion in May 2015.

<b>Funding Source</b>	<b>Total Prior Approp.</b>	<b>FY 2015-17 Appropriation</b>	<b>Total Approp.</b>	<b>Life-to-Date Expended May 2015</b>	<b>Available Balance</b>
General (100)	212,937		212,937	208,176	4,761
State Grant (242)	82,550		82,550	82,550	-
<b>Total Budget</b>	<b>\$ 295,487</b>	<b>\$ -</b>	<b>\$ 295,487</b>	<b>\$ 290,726</b>	<b>\$ 4,761</b>

Estimated Annual Operating Budget Impact: \$0

## City of Poway - Capital Improvement Program (Parks & Open Space)

### **Lake Poway Boat Dock Replacement - CIP #1634**

Project Manager: Jeff Beers

Responsible Department: Development Services

Start Date: July 2016

Estimated Completion: December 2016

#### Description

This project will replace the existing wooden boat dock at Lake Poway with a new aluminum dock. The current boat dock is deteriorating and requires extensive maintenance. The aluminum dock will have a longer useful life than a wood dock, and will have lower annual maintenance costs.

<b>Funding Source</b>	<b>Total Prior Approp.</b>	<b>FY 2015-17 Appropriation</b>	<b>Total Approp.</b>	<b>Life-to-Date Expended May 2015</b>	<b>Available Balance</b>
General (100)	-	305,000	305,000	-	305,000
<b>Total Budget</b>	<b>\$ -</b>	<b>\$ 305,000</b>	<b>\$ 305,000</b>	<b>\$ -</b>	<b>\$ 305,000</b>

Estimated Annual Operating Budget Impact: \$0

## City of Poway - Capital Improvement Program (Parks & Open Space)

### **Blue Sky Amphitheater Improvements - CIP #1635**

Project Manager: Jeff Beers

Responsible Department: Development Services

Start Date: November 2015

Estimated Completion: August 2016

#### Description

This project will design and construct improvements for the Blue Sky Amphitheater, to include an outlook trail, and subject to available funding, a shade structure comprised of re-purposed telephones poles and PVC coated mini-mesh chain link, designed to compliment the existing site architecture.

<b>Funding Source</b>	<b>Total Prior Approp.</b>	<b>FY 2015-17 Appropriation</b>	<b>Total Approp.</b>	<b>Life-to-Date Expended May 2015</b>	<b>Available Balance</b>
General (100)	-	5,000	5,000	-	5,000
Blue Sky Trust (783)	-	25,000	25,000	-	25,000
<b>Total Budget</b>	<b>\$ -</b>	<b>\$ 30,000</b>	<b>\$ 30,000</b>	<b>\$ -</b>	<b>\$ 30,000</b>

Estimated Annual Operating Budget Impact: \$0

**City of Poway - Capital Improvement Program (Parks & Open Space)**

**Community Park Playground Renovation - CIP #1636**

Project Manager: Jeff Beers  
Responsible Department: Development Services  
Start Date: July 2015  
Estimated Completion: December 2015

Description

The existing poured in place playground surfacing has reached the end of its useful lifespan. This project will replace the surface with a combination of Play Matta surface and ADA compliant wood fiber mulch.

<b>Funding Source</b>	<b>Total Prior Approp.</b>	<b>FY 2015-17 Appropriation</b>	<b>Total Approp.</b>	<b>Life-to-Date Expended May 2015</b>	<b>Available Balance</b>
General (100)	-	148,000	148,000	-	148,000
<b>Total Budget</b>	<b>\$ -</b>	<b>\$ 148,000</b>	<b>\$ 148,000</b>	<b>\$ -</b>	<b>\$ 148,000</b>

Estimated Annual Operating Budget Impact: \$0

**City of Poway - Capital Improvement Program (Park & Open Space)**

**Starridge Park Playground Renovation - CIP #1637**

Project Manager: Jeff Beers  
Responsible Department: Development Services  
Start Date: July 2016  
Estimated Completion: December 2016

Description

This project will replace aging playground equipment and play surfacing at Starridge Park. The existing surfacing will be replaced with Play Matta surfacing.

<b>Funding Source</b>	<b>Total Prior Approp.</b>	<b>FY 2015-17 Appropriation</b>	<b>Total Approp.</b>	<b>Life-to-Date Expended May 2015</b>	<b>Available Balance</b>
General (100)	-	75,000	75,000	-	75,000
<b>Total Budget</b>	<b>\$ -</b>	<b>\$ 75,000</b>	<b>\$ 75,000</b>	<b>\$ -</b>	<b>\$ 75,000</b>

Estimated Annual Operating Budget Impact: \$0

**City of Poway - Capital Improvement Program (Water Utilities)**

**Annual Water System Repair/Replacement CIP # 1756**

Project Manager: Taryn Kjolsing

Responsible Department: Development Services

Estimated Completion: Ongoing

Description

Each year the City funds maintenance and rehabilitation of the City’s aging water infrastructure. In fiscal years 15-16 and 16-17, these funds will be used to perform maintenance and rehabilitation of the City’s water treatment plant and distribution system, which will be managed as separate CIP project accounts.

<b>Funding Source</b>	<b>Total Prior Approp.</b>	<b>FY 2015-17 Appropriation</b>	<b>Total Approp.</b>	<b>Life-to-Date Expended May 2015</b>	<b>Available Balance</b>
Water Fund (510)	2,361,701	-	2,361,701	1,117,424	1,244,277
<b>Total Budget</b>	<b>\$ 2,361,701</b>	<b>\$ -</b>	<b>\$ 2,361,701</b>	<b>\$ 1,117,424</b>	<b>1,244,277</b>

Estimated Annual Operating Budget Impact: \$0

**City of Poway - Capital Improvement Program (Water Utilities)**

**Clearwell Redundant Pipeline - CIP # 1757**

Project Manager: Taryn Kjolsing

Responsible Department: Development Services

Start Date: November 2009

Estimated Completion: December 2015

Description

This project originally consisted of the design of a new redundant feed pipeline from the Poway water treatment plant clearwell to the distribution system, and approximately 1,000 linear feet of 24” transmission main and approximately 1,500 linear feet of 36” piping. The scope has been revised to include design and construction of high line connections for temporary emergency water supply in the event the clearwell pipeline is taken out of service due to damage or for maintenance. Design of this project is complete and the project is scheduled to bid for construction in summer of 2015.

<b>Funding Source</b>	<b>Total Prior Approp.</b>	<b>FY 2015-17 Appropriation</b>	<b>Total Approp.</b>	<b>Life-to-Date Expended May 2015</b>	<b>Available Balance</b>
Water Fund (510)	349,383	-	349,383	349,383	-
Water Imp. Fnd (511)	320,617	-	320,617	87,417	233,201
<b>Total Budget</b>	<b>\$ 670,000</b>	<b>\$ -</b>	<b>\$ 670,000</b>	<b>\$ 436,799</b>	<b>\$ 233,201</b>

Estimated Annual Operating Budget Impact: \$0

**City of Poway - Capital Improvement Program (Water Utilities)**

**Alta Mira Reservoir Rehabilitation - CIP # 1763**

Project Manager: Taryn Kjolsing

Responsible Department: Development Services

Start Date: April 2015

Estimated Completion: May 2016

Description

This project will address corrosion issues and will rehab mechanical system issues due to age at Alta Mira Reservoir, in order to extend the useful life of the facility. This one-million gallon reservoir was originally constructed in 1981 and has never undergone a full rehabilitation. The project will also include seismic evaluation.

<b>Funding Source</b>	<b>Total Prior Approp.</b>	<b>FY 2015-17 Appropriation</b>	<b>Total Approp.</b>	<b>Life-to-Date Expended May 2015</b>	<b>Available Balance</b>
Water Fund (510)	780,000	-	780,000	-	780,000
<b>Total Budget</b>	<b>\$ 780,000</b>	<b>\$ -</b>	<b>\$ 780,000</b>	<b>\$ -</b>	<b>\$ 780,000</b>

Estimated Annual Operating Budget Impact: \$0

## **City of Poway - Capital Improvement Program (Water Utilities)**

### **Water Distribution System/Treatment Plant Rehab Project - CIP # 1764**

Project Manager: Taryn Kjolsing  
Responsible Department: Development Services  
Start Date: April 2015  
Estimated Completion: April 2016

#### Description

The results of the recently completed Water Treatment Plant and the water distribution system assessment studies were used to prioritize necessary water system repair and maintenance into a ten year list of projects. This project addresses needs at the Water Treatment Plant identified by the assessment study, including chlorine scrubber replacement, electrical conduit replacement, concrete repair in the wash-water recovery vault and basin, wash-water tank upgrades, and wash-water pump station upgrades.

<b>Funding Source</b>	<b>Total Prior Approp.</b>	<b>FY 2015-17 Appropriation</b>	<b>Total Approp.</b>	<b>Life-to-Date Expended May 2015</b>	<b>Available Balance</b>
Water Fund (510)	500,000	-	500,000	-	500,000
<b>Total Budget</b>	<b>\$ 500,000</b>	<b>\$ -</b>	<b>\$ 500,000</b>	<b>\$ -</b>	<b>\$ 500,000</b>

Estimated Annual Operating Budget Impact: \$0

## **City of Poway - Capital Improvement Program (Water Utilities)**

### **Arc Flash Compliance Study - CIP # 1765**

Project Manager: Taryn Kjolsing  
Responsible Department: Development Services  
Start Date: July 2015  
Estimated Completion: Feb 2016

#### Description

This study will address arc flash safety at all existing water system pump stations, and will provide recommendations to ensure employee safety, as well as to ensure compliance with all applicable outside agency requirements.

<b>Funding Source</b>	<b>Total Prior Approp.</b>	<b>FY 2015-17 Appropriation</b>	<b>Total Approp.</b>	<b>Life-to-Date Expended May 2015</b>	<b>Available Balance</b>
Water Fund (510)	-	300,000	300,000	-	300,000
<b>Total Budget</b>	<b>\$ -</b>	<b>\$ 300,000</b>	<b>\$ 300,000</b>	<b>\$ -</b>	<b>\$ 300,000</b>

Estimated Annual Operating Budget Impact: \$0

## **City of Poway - Capital Improvement Program (Water Utilities)**

### **Water Valve Replacement Project - CIP #1766**

Project Manager: Taryn Kjolsing  
Responsible Department: Development Services  
Start Date: October 2015  
Estimated Completion: June 2016

#### Description

This project will replace approximately 23 water valves ranging in size from 6" to 12".

<b>Funding Source</b>	<b>Total Prior Approp.</b>	<b>FY 2015-17 Appropriation</b>	<b>Total Approp.</b>	<b>Life-to-Date Expended May 2015</b>	<b>Available Balance</b>
Water Fund (510)	-	150,000	150,000	-	150,000
<b>Total Budget</b>	<b>\$ -</b>	<b>\$ 150,000</b>	<b>\$ 150,000</b>	<b>\$ -</b>	<b>\$ 150,000</b>

Estimated Annual Operating Budget Impact: \$0

## City of Poway - Capital Improvement Program (Water Utilities)

### **Blue Crystal Reservoir Rehabilitation - CIP #1767**

Project Manager: Taryn Kjolsing

Responsible Department: Development Services

Start Date: January 2016

Estimated Completion: April 2017

#### Description

Blue Crystal Reservoir was constructed in 1981 and consists of a 700,000 gallon steel tank. The condition assessment found this facility to be in fair-to-poor condition. Significant rehabilitation is required to extend the useful life of the reservoir. The reservoir rehabilitation scope includes: recoat tank interior, seismic evaluation and anchoring, add overflow pipe air gap, add flexible pipe couplings, add bollards around tank inlet/outlet piping, modify ladder rail at top of tank, repave and seal driveway pavement, replace telemetry equipment, and evaluate CP system for maintenance.

<b>Funding Source</b>	<b>Total Prior Approp.</b>	<b>FY 2015-17 Appropriation</b>	<b>Total Approp.</b>	<b>Life-to-Date Expended May 2015</b>	<b>Available Balance</b>
Water Fund (510)	-	425,000	425,000	-	425,000
<b>Total Budget</b>	<b>\$ -</b>	<b>\$ 425,000</b>	<b>\$ 425,000</b>	<b>\$ -</b>	<b>\$ 425,000</b>

Estimated Annual Operating Budget Impact: \$0

## City of Poway - Capital Improvement Program (Water Utilities)

### **Welton Reservoir Rehabilitation - CIP #1768**

Project Manager: Taryn Kjolsing

Responsible Department: Development Services

Start Date: April 2016

Estimated Completion: July 2017

#### Description

Welton Reservoir is a 2.0 mg steel tank constructed in 1980. The condition assessment found this facility to be in fair-to-poor condition. Significant rehabilitation is required to extend the useful life of the reservoir. The rehabilitation scope includes: recoat tank exterior, recoat tank interior, seismic evaluation and anchoring, repair voids at tank footing perimeter, epoxy injection repair of ring footing cracks, add overflow pipe air gap, add flexible pipe couplings, add bollards around tank inlet/outlet piping, modify ladder rail at top of tank, replace electrical service entrance equipment, replace telemetry equipment, evaluate CP system for maintenance, and replace staff gauge.

<b>Funding Source</b>	<b>Total Prior Approp.</b>	<b>FY 2015-17 Appropriation</b>	<b>Total Approp.</b>	<b>Life-to-Date Expended May 2015</b>	<b>Available Balance</b>
Water Fund (510)	-	1,000,000	1,000,000	-	1,000,000
<b>Total Budget</b>	<b>\$ -</b>	<b>\$ 1,000,000</b>	<b>\$ 1,000,000</b>	<b>\$ -</b>	<b>\$ 1,000,000</b>

Estimated Annual Operating Budget Impact: \$0

## City of Poway - Capital Improvement Program (Water Utilities)

### **PS1 Electrical Equipment Replacement - CIP #1769**

Project Manager: Taryn Kjolsing  
Responsible Department: Development Services  
Start Date: July 2015  
Estimated Completion: June 2016

#### Description

Raw Water Pump Station No. 1 (PS-1) was constructed in 1964 with two pumps, each with a capacity of 4,200 gallons per minute (gpm). One pump was added in 1970 and later two additional 4,200 gpm pumps were added. This project will replace the electrical service equipment and main switch which were originally installed in 1972 and require replacement.

<b>Funding Source</b>	<b>Total Prior Approp.</b>	<b>FY 2015-17 Appropriation</b>	<b>Total Approp.</b>	<b>Life-to-Date Expended May 2015</b>	<b>Available Balance</b>
Water Fund (510)	-	25,000	25,000	-	25,000
<b>Total Budget</b>	<b>\$ -</b>	<b>\$ 25,000</b>	<b>\$ 25,000</b>	<b>\$ -</b>	<b>\$ 25,000</b>

Estimated Annual Operating Budget Impact: \$0

## City of Poway - Capital Improvement Program (Water Utilities)

### **Buehler Reservoir Rehabilitation - CIP #1770**

Project Manager: Taryn Kjolsing  
Responsible Department: Development Services  
Start Date: January 2017  
Estimated Completion: April 2018

#### Description

Buehler Reservoir is a 2.5 mg steel tank constructed in 1990. Cathodic protection was added in 1999 and telemetry was replaced in 2010. The condition assessment found the facility to be in fair-to-poor condition. Significant rehabilitation is required to extend the useful life of the reservoir. The rehabilitation scope will include: recoat exterior tank, recoat tank interior, seismic evaluation and anchoring, add overflow pipe air gap, add flexible pipe couplings, add bollards around tank inlet/outlet piping, modify ladder rail at top of tank, repair subgrade, repave and seal driveway, replace electrical service entrance equipment, and replace staff gauge.

<b>Funding Source</b>	<b>Total Prior Approp.</b>	<b>FY 2015-17 Appropriation</b>	<b>Total Approp.</b>	<b>Life-to-Date Expended May 2015</b>	<b>Available Balance</b>
Water Fund (510)	-	1,000,000	1,000,000	-	1,000,000
<b>Total Budget</b>	<b>\$ -</b>	<b>\$ 1,000,000</b>	<b>\$ 1,000,000</b>	<b>\$ -</b>	<b>\$ 1,000,000</b>

Estimated Annual Operating Budget Impact: \$0

## City of Poway - Capital Improvement Program (Water Utilities)

### **Sagecrest (Pomerado) Reservoir Rehabilitation - CIP #1771**

Project Manager: Taryn Kjolsing

Responsible Department: Development Services

Start Date: April 2017

Estimated Completion: July 2018

#### Description

Pomerado Reservoir is a 1.5 mg steel tank constructed in 1955. The interior and exterior were recoated in 1977, the exterior was recoated and cathodic protection was added in 2000. Telemetry and electrical service were replaced in 1995 and 2010. The condition assessment found this facility to be in fair-to-good condition. Rehabilitation is required to extend the useful life of the reservoir. The rehabilitation scope will include: recoat exterior tank, seismic evaluation and anchoring, add protective coating on concrete footing, add flexible pipe couplings, add bollards around tank inlet/outlet piping, modify ladder rail at top of tank, and install new drain line.

<b>Funding Source</b>	<b>Total Prior Approp.</b>	<b>FY 2015-17 Appropriation</b>	<b>Total Approp.</b>	<b>Life-to-Date Expended May 2015</b>	<b>Available Balance</b>
Water Fund (510)	-	480,000	480,000	-	480,000
<b>Total Budget</b>	<b>\$ -</b>	<b>\$ 480,000</b>	<b>\$ 480,000</b>	<b>\$ -</b>	<b>\$ 480,000</b>

Estimated Annual Operating Budget Impact: \$0

## City of Poway - Capital Improvement Program (Water Utilities)

### **Poway Dam Maintenance and Security - CIP #1772**

Project Manager: Taryn Kjolsing

Responsible Department: Development Services

Start Date: July 2016

Estimated Completion: August 2017

#### Description

This project will replace the piezometer manifold located in a vault at the toe of the dam. The current condition of equipment is generally poor and three of the piezometers are nonfunctioning. This project will also install surveillance equipment to monitor security of the dam. Monitoring systems are critical to the safety of the structure and must be kept in good working condition to protect the significant investment that Poway dam represents.

<b>Funding Source</b>	<b>Total Prior Approp.</b>	<b>FY 2015-17 Appropriation</b>	<b>Total Approp.</b>	<b>Life-to-Date Expended May 2015</b>	<b>Available Balance</b>
Water Fund (510)	-	380,000	380,000	-	380,000
<b>Total Budget</b>	<b>\$ -</b>	<b>\$ 380,000</b>	<b>\$ 380,000</b>	<b>\$ -</b>	<b>\$ 380,000</b>

Estimated Annual Operating Budget Impact: \$0

## City of Poway - Capital Improvement Program (Sewer Utilities)

### **Annual Manhole Rehabilitation - CIP # 1824**

Project Manager: Michael Obermiller

Responsible Department: Public Works

Start Date: July 2015

Estimated Completion: June 2017

#### Description

This project continues the City's annual manhole rehabilitation program. This rehabilitation is intended to eliminate infiltration into the manholes and extend their useful life, and involves coating the interior of the manholes with an impervious corrosion resistant lining.

<b>Funding Source</b>	<b>Total Prior Approp.</b>	<b>FY 2015-17 Appropriation</b>	<b>Total Approp.</b>	<b>Life-to-Date Expended May 2015</b>	<b>Available Balance</b>
Sewer Fund (520)	-	300,000	300,000	-	300,000
<b>Total Budget</b>	<b>\$ -</b>	<b>\$ 300,000</b>	<b>\$ 300,000</b>	<b>\$ -</b>	<b>\$ 300,000</b>

Estimated Annual Operating Budget Impact: \$0

## City of Poway - Capital Improvement Program (Sewer Utilities)

### **Annual Sewer Line Repair and Replace CIP # 1829**

Project Manager: Taryn Kjolsing

Responsible Department: Development Services

Estimated Completion: Ongoing

#### Description

This project is part of an ongoing semi-annual program to maintain the City's sewer system. Portions of the sewer system are prioritized annually for repair, replacement, or lining. Design is underway for the fiscal year 2014/15 project, which will include reconstruction of failing sewer in Pomerado Road at Stone Canyon Road.

<b>Funding Source</b>	<b>Total Prior Approp.</b>	<b>FY 2015-17 Appropriation</b>	<b>Total Approp.</b>	<b>Life-to-Date Expended May 2015</b>	<b>Available Balance</b>
Sewer Fund (520)	2,030,000	-	2,030,000	1,226,508	803,492
<b>Total Budget</b>	<b>\$ 2,030,000</b>	<b>\$ -</b>	<b>\$ 2,030,000</b>	<b>\$ 1,226,508</b>	<b>\$ 803,492</b>

Estimated Annual Operating Budget Impact: \$0

## City of Poway - Capital Improvement Program (Sewer Utilities)

### **Martincoit Road Sewer Upsize - CIP #1833**

Project Manager: Taryn Kjolsing

Responsible Department: Development Services

Start Date: July 2016

Estimated Completion: July 2017

#### Description

This project replaces surcharging pipes along Martincoit Road, between Espola Road and Camino del Valle. The 8, 10, and 12-inch pipelines are more than 50 percent full under existing peak dry weather conditions. The pipelines are surcharged under existing peak wet weather conditions for both the 5-year and 25-year modeled storm events. Approximately 1,870 feet of 8-inch diameter pipe will be replaced with 15-inch diameter pipe and 2,970 feet of 10 and 12-inch pipeline will be replaced with 15-inch diameter pipe.

<b>Funding Source</b>	<b>Total Prior Approp.</b>	<b>FY 2015-17 Appropriation</b>	<b>Total Approp.</b>	<b>Life-to-Date Expended May 2015</b>	<b>Available Balance</b>
Sewer Fund (520)	-	1,552,000	1,552,000	-	1,552,000
Sewer Imp. Fund (521)	-	748,000	748,000	-	748,000
<b>Total Budget</b>	<b>\$ -</b>	<b>\$ 2,300,000</b>	<b>\$ 2,300,000</b>	<b>\$ -</b>	<b>\$ 2,300,000</b>

Estimated Annual Operating Budget Impact: \$0

## City of Poway - Capital Improvement Program (Sewer Utilities)

### **Sewer Odor Study - CIP #0000**

Project Manager: Steve Crosby  
Responsible Department: Development Services  
Start Date: March 2015  
Estimated Completion: July 2015

#### Description

A natural phenomenon within any wastewater collection system is the production of, and the subsequent release of odorous gases. Through analysis of odor complaints received, the City has identified six priority areas on which to focus. These areas will be targeted for detailed testing and analysis based on the location of the odor complaints as well as the physical characteristics of the sewers including: pipe slope, junction structures, and proximity to pressure systems. This project will identify permanent, long term solutions for each of these six areas.

<b>Funding Source</b>	<b>Total Prior Approp.</b>	<b>FY 2015-17 Appropriation</b>	<b>Total Approp.</b>	<b>Life-to-Date Expended May 2015</b>	<b>Available Balance</b>
Sewer Fund (520)	50,000		50,000	-	50,000
<b>Total Budget</b>	<b>\$ 50,000</b>	<b>\$ -</b>	<b>\$ 50,000</b>	<b>\$ -</b>	<b>\$ 50,000</b>

Estimated Annual Operating Budget Impact: \$0

# **ADDITIONAL INFORMATION**

Available at [www.poway.org](http://www.poway.org)

[Resolution Adopting City Financial Program](#)

[Chart of Expense Accounts and Definitions](#)

[Chart of Revenue Accounts and Definitions](#)

[Position Classifications](#)