



# CITY OF POWAY

## CALIFORNIA

**PROPOSED FINANCIAL PROGRAM  
FISCAL YEAR 2013-2014**



**BRIGHTON PLACE  
FEBRUARY 2012**

# **CITY OF POWAY**

## **CITY COUNCIL**

DON HIGGINSON, MAYOR AND CHAIRMAN

JIM CUNNINGHAM

DAVE GROSCH

JOHN MULLIN

STEVE VAUS



# **CITY OF POWAY**

## **BUDGET REVIEW COMMITTEE**

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# CITY OF POWAY

## DIRECTORY OF CITY OFFICIALS

CITY MANAGER

*PENNY RILEY*

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

*LEAH BROWDER*

DIRECTOR OF SAFETY SERVICES

*MARK SANCHEZ*



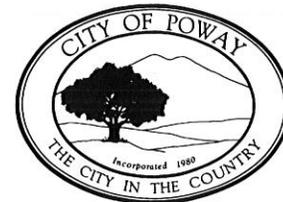
# TABLE OF CONTENTS

<b>City Manager's Letter of Transmittal</b> .....	i
<b>Budget Overview</b> .....	iii
<b>Fund Balances, Source, and Uses</b>	
Statement of Fund Balances .....	1
General Fund (100) .....	3
Economic Uncertainty Fund (101).....	4
Special Projects Fund (102).....	5
Pension Stabilization Fund (104).....	6
Stormwater Claim Fund (105).....	7
Street Maintenance Fund (103) .....	8
Streets Funds (211-226) .....	9
Drainage and Stormwater Funds (231-233).....	10
Grant Funds (241-257; 282-284; 714).....	11
Developer Contribution, Mitigation Funds (251-252; 258, 411, 422).....	12
Special Assessment District Funds (261 – 275) .....	13
Other Assessment Funds (250; 280-281).....	14
Debt Service Funds (311-336).....	15
Water Utility Funds (510-511).....	16
Sewer Utility Funds (Fund 520-521).....	17
Capital Replacement Funds (611, 617) .....	18
Trust Funds (254; 711-782) .....	19
City Housing Funds (416, 417, 429).....	20
Bond/Loan Interest and Redemption .....	21
Transfers by Fund Group.....	22
Interfund Loans.....	23
<b>Revenues by Fund</b> .....	27
<b>Operating Expenditures</b>	
Operating Expenditures/Budget by Department.....	29
Budget by Fund .....	31
Legislative and Administrative.....	33-42
Department of Administrative Services.....	43-54
Department of Community Services.....	55-68
Department of Development Services .....	69-84
Department of Public Works .....	85-104
Department of Safety Services.....	105-114
<b>Capital Improvement Program</b> .....	115-132
<b>Additional Information</b> .....	133

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# CITY OF POWAY

DON HIGGINSON, Mayor  
JOHN MULLIN, Deputy Mayor  
JIM CUNNINGHAM, Councilmember  
DAVE GROSCHE, Councilmember  
STEVE VAUS, Councilmember



May 15, 2013

Dear Honorable Mayor, Members of the City Council, and Members of the Community:

I am pleased to present the proposed FY 2013-14 City of Poway budget. The City continues to steadily emerge from the Great Recession and key economic indicators are trending in a positive direction: unemployment is down and sales tax and property tax receipts are inching up.

Sales tax has continued to increase over the last two years and is near pre-recession levels. The proposed budget assumes an increase in sales tax revenue of 4.5%, and a modest increase in property tax revenue of 2.3% from the previous year. The budget also assumes a redistribution of property tax to the City of approximately \$2.3 million, following the loss of the Redevelopment Agency. Although these revenue projections are favorable, they are tempered by long-term factors like projected increases in the City's law enforcement services contract, the increased cost of employee benefits, and the loss of redevelopment funding for capital projects and infrastructure.

The FY 2013-14 budget focuses on preserving and maintaining front-line services, reinvesting in our capital assets, and a strong commitment to advancements in information technology. This budget also reintroduces practical education, training and travel to ensure our workforce continues to be prepared for the future. These are all critical elements to providing quality community services.

We are excited to retool and upgrade the City's website to increase the amount and quality of information available to the public. This will include a new mobile-ready format for the increasing number of smart phone users. The City will also launch new social media sites (e.g. Facebook and Twitter) to enhance communication with the community. Finally, we will introduce a new online tool that allows residents to easily report concerns such as burned-out streetlights, graffiti and potholes.

The City also plans to step up its Economic Development program in order to reach out to the Poway business community and new businesses looking at Poway, to ensure personal attention and speed-to-market. Staff will actively provide businesses with information, assistance and focused problem solving to strengthen the business community, attracting and keeping quality jobs in our community.

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)

For the first time in the City's history, it was necessary to draw down on General Fund reserves for operations last year. This deficit resulted from the State's actions surrounding the dissolution of redevelopment. The City maintains strong reserves. At the beginning of FY 2013-14, the City will have estimated (unaudited) General Fund reserves of \$18 million, with an additional \$3.1 million in the State Economic Uncertainty Fund. These reserves represent just under 50% of the FY 2013-14 General Fund. This substantially exceeds the 25% minimum called for in the City's Financial Policy.

The Street Maintenance Fund and Pension Stabilization Fund, built with prior year General Fund surpluses and one-time monies, remain intact at \$4.5 million and \$2.4 million respectively.

The Water Fund is balanced for the upcoming fiscal year, with revenues covering expenditures. Because sewer rates were strategically reduced twice in the last three years, we will use Sewer fund balance again this year to cover a portion of operations. Rates for each fund will be evaluated before the end of this year.

The proposed overall FY 2013-14 operating budget for the City of Poway is \$72.9 million, with total General Fund expenditures of \$36.8 million. The City has just negotiated a five-year contract with the County for law enforcement services. This contract provides long-term cost certainty for this vital function. The contract with the San Diego County Sheriff's Department increased 4.7% this fiscal year, for a total cost of \$10 million.

The leadership of the City Council and the continued hard work of our employees are profoundly appreciated. I would especially like to thank Scott Edwards, Peter Moote, and Andrew White of Administrative Services, Assistant City Manager Tina White, the Department Directors and the Budget Review Committee for long hours in shaping this budget.

Sincerely,



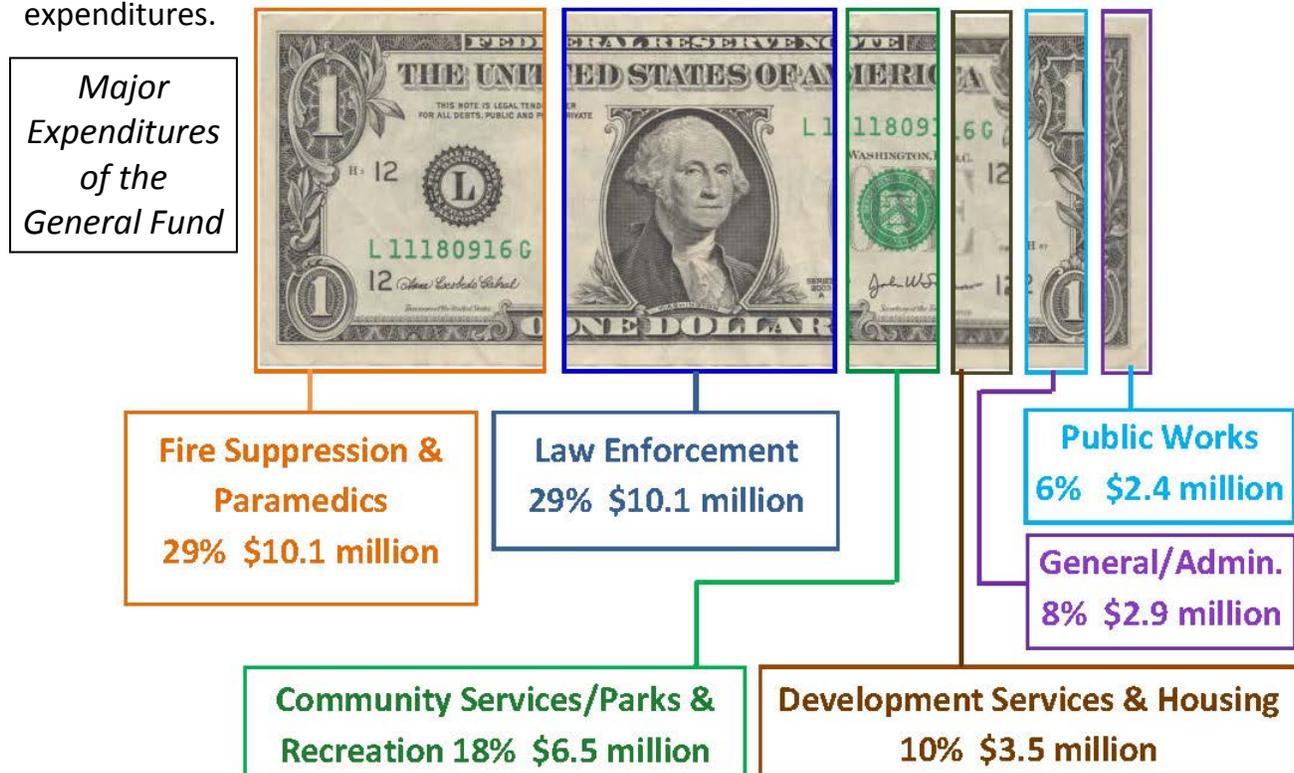
Penny Riley  
City Manager

## BUDGET OVERVIEW

The City’s operating budget for fiscal year July 1, 2013 to June 30, 2014 is approximately \$72.9 million. 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 FY 2013-14, the General Fund makes up roughly 49% of the overall operating budget, or \$35.5 million. Operating costs for fire protection and law enforcement together make up over half of all General Fund expenditures. Although not depicted below, an additional \$1.3 million is used for debt service, capital facilities, and other expenditures.

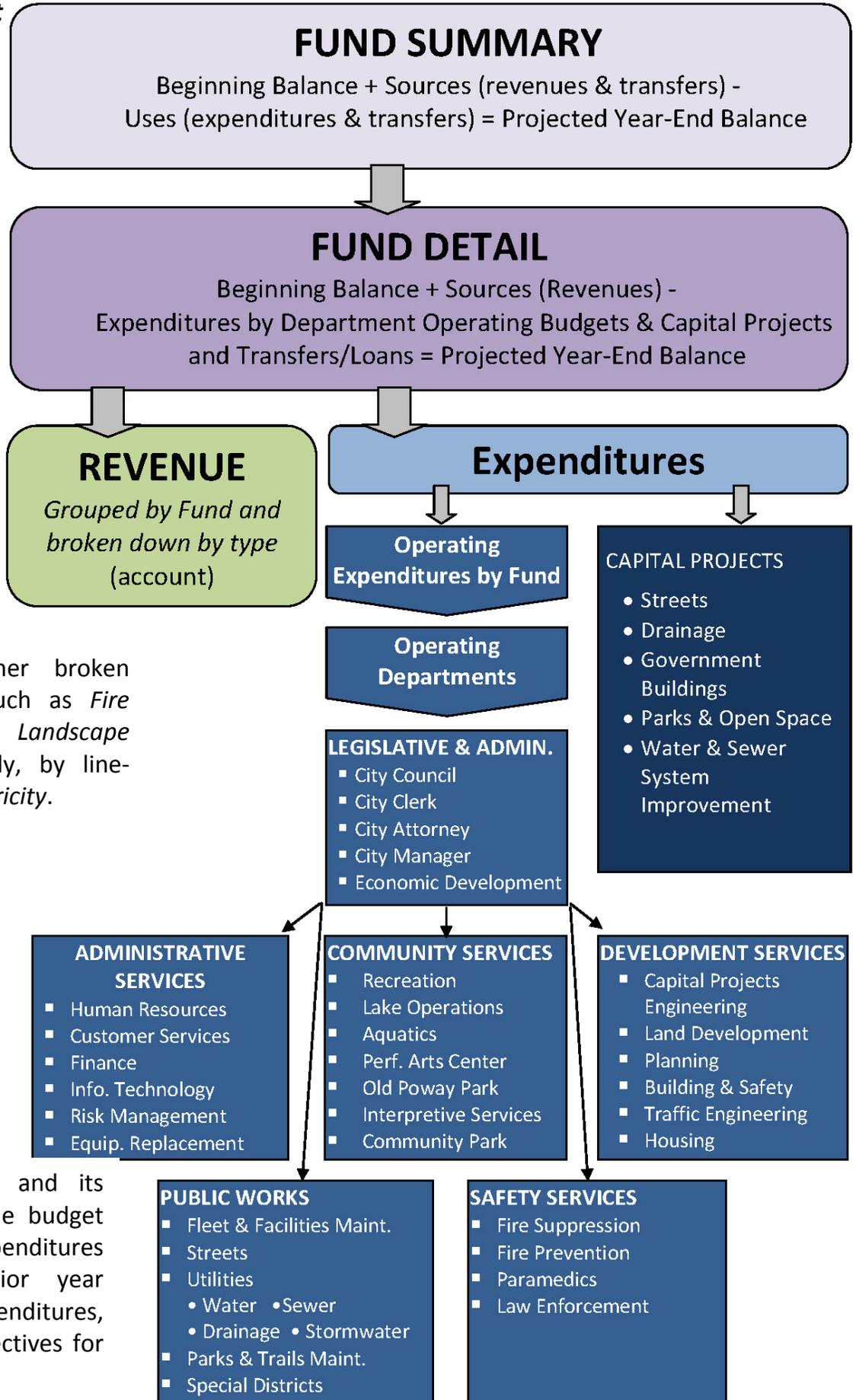


\*Includes Park Maintenance from Public Works dept.

## 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 2013-14, prior year estimated or actual expenditures, and the goals and objectives for the new fiscal year.

## City Staffing

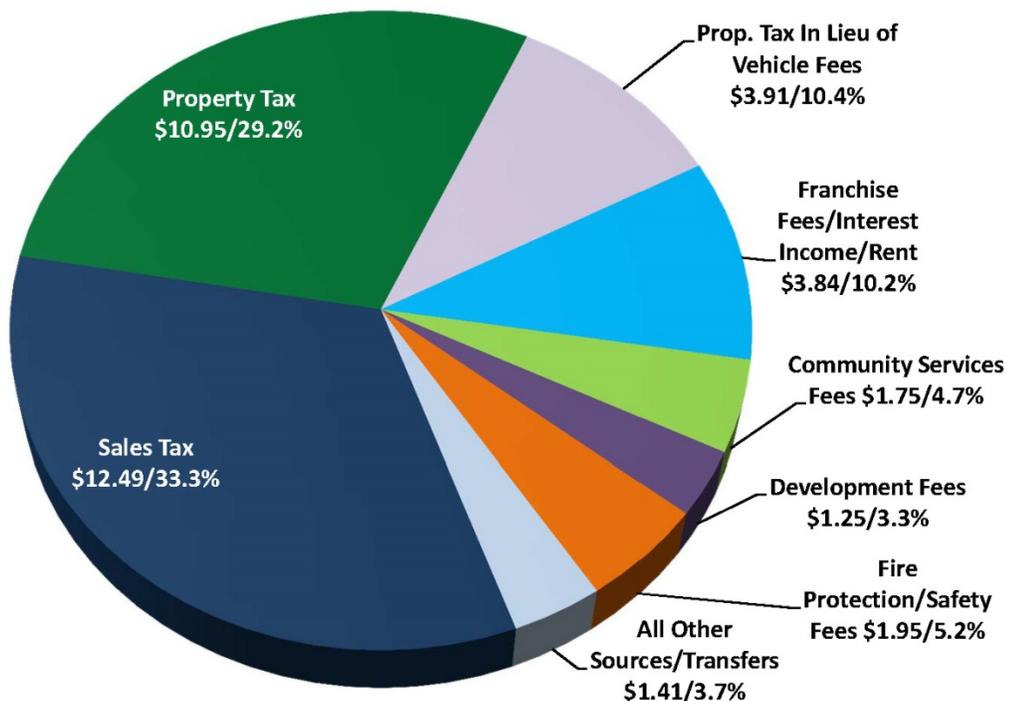
For fiscal year 2013-14, the budget authorizes 203 full-time and 28.66\* part-time positions to staff the City. The City has reduced its workforce by close to 30% since 2006-07. The department operating budget pages show the positions assigned to each division. Salary and benefit costs account for roughly half of General Fund operating expenditures, not including contract costs for law enforcement provided by the San Diego County Sheriff's Office. The City's employee classifications and salary ranges for each are shown in the Position Classifications schedule. [Appendices](#)

Department	2012-2013 Authorized		2013-2014 Proposed	
	Full-Time	Part-Time*	Full-Time	Part-Time*
Legislative and Administrative	8	-	9	-
Administrative Services	19	.96	19	.96
Community Services	20	25.57	20	25.78
Development Services	23	0.96	22	.96
Public Works	81	0.96	79	.96
Safety Services	54	-	54	-
<b>Grand Total</b>	<b>205</b>	<b>28.45</b>	<b>203</b>	<b>28.66</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 2013-14, total General Fund sources are projected at \$37.55 million. Over half of General Fund revenues are from sales and property taxes. 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.

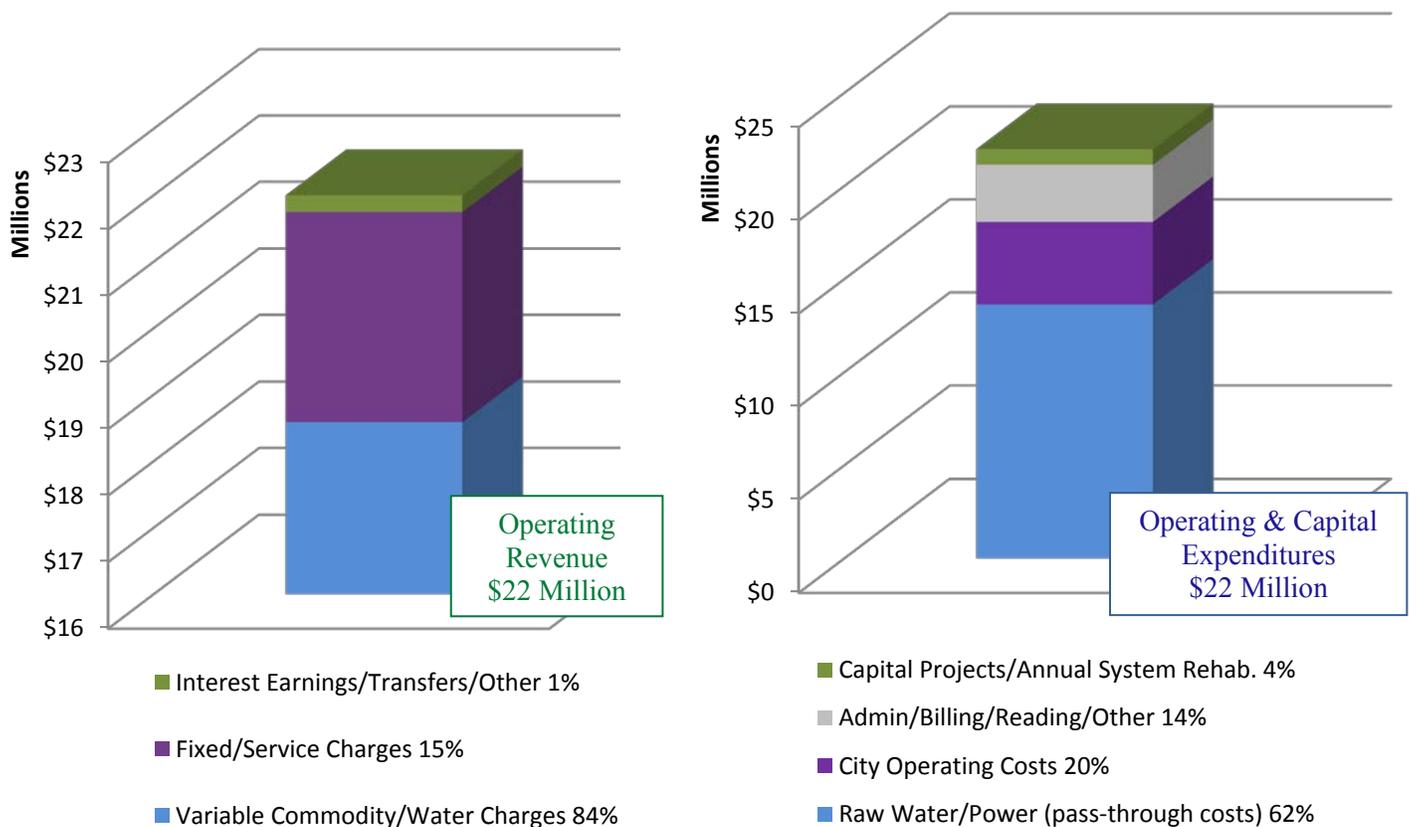


About 21% of property taxes collected by the County Assessor are allocated to the City, or roughly \$840 on a home valued at \$400,000. The remainder of property taxes goes to schools, the County, and special districts.

### 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.

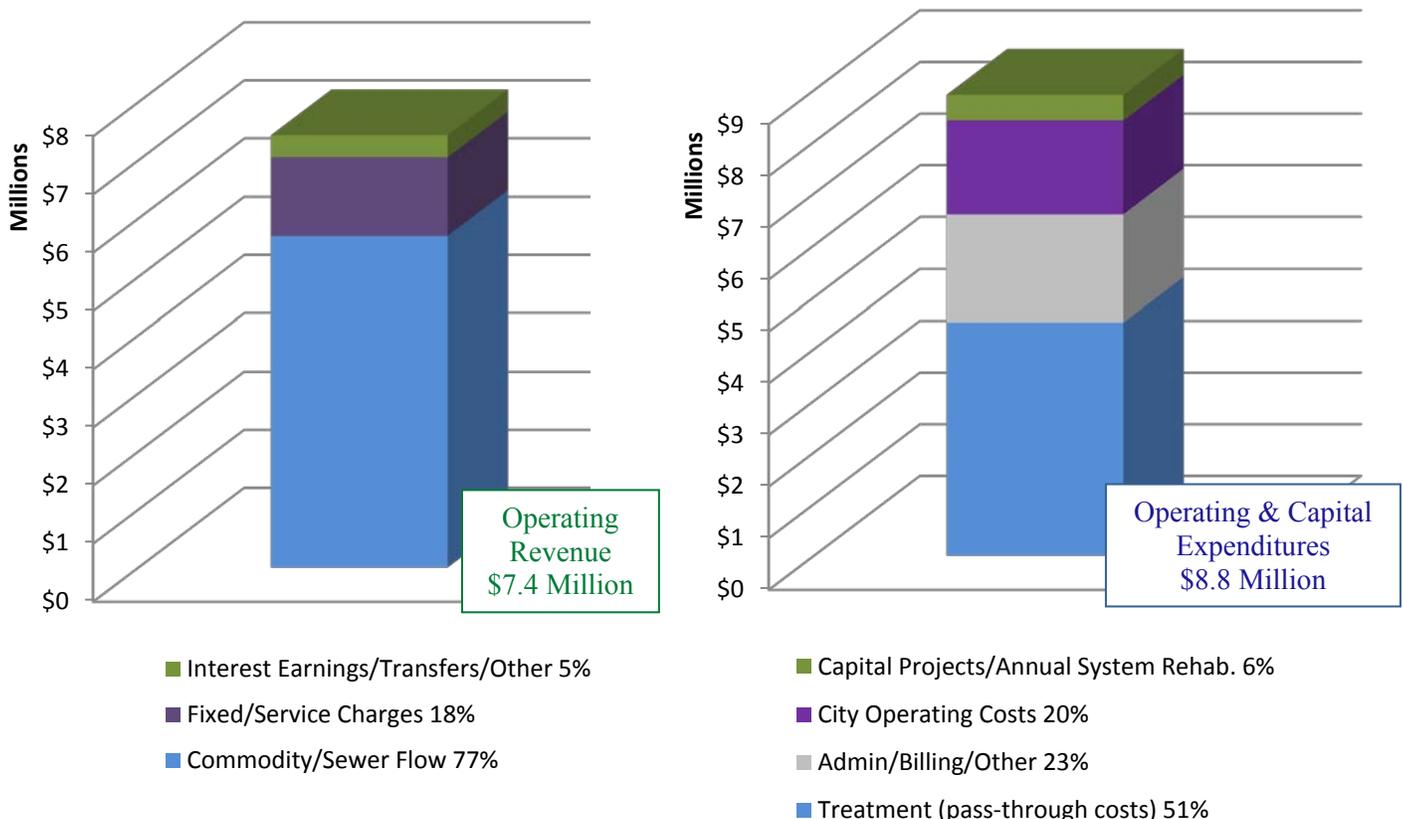
### Water Utilities 2013-14



Due to the water supply challenges in the region, the City is paying approximately 50% more for its raw water supply than just three years ago.

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 exceed revenue sources during FY 2013-14. 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 2013-14



### **Capital Improvements** Pages 115-132

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.

Due to the dissolution of the Poway Redevelopment Agency by the State Legislature, projects funded by Agency sources are limited to contractual commitments that were in place prior to March 2011. In total, there are currently 27 active projects under the CIP, using \$20.8 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)

Fund Balances,  
Sources & Uses



## STATEMENT OF FUND BALANCES

Proposed Revenues and Expenditures FY 2013-2014

Fund	Beginning Fund Balance 7/1/2013	Revenues	Operations	Capital Projects/ Program Costs	Loans/ Transfers In(Out)	Interest and Bond Redemption	Ending Fund Balance 06/30/2014
General Fund	18,062,906	36,808,150	35,508,344	-	(707,188)	-	18,655,524
Economic Uncertainty	3,100,000	-	-	-	-	-	3,100,000
Special Project Fund	641,250	-	-	-	-	-	641,250
Pension Stabilization Fund	2,424,868	-	-	-	-	-	2,424,868
Street Maintenance Fund	4,483,286	-	-	-	-	-	4,483,286
Streets Funds	1,627,639	2,991,120	2,719,348	605,000	150,000	-	1,444,411
Drainage & Stormwater Funds	225,091	950,640	635,085	50,000	-	-	490,646
Grant Funds (1)	498,552	435,320	5,000	167,452	(100,000)	-	661,420
Developer Contribution/Mitigation Funds	2,549,714	88,450	-	50,000	-	-	2,588,164
Special Assessment Districts	6,629,510	2,240,330	2,730,449	-	329,150	-	6,468,541
Other Assessment Funds (1)	144,881	990,510	132,960	-	(636,000)	-	366,431
Debt Service Funds	4,912,987	3,705,750	-	-	314,930	4,603,810	4,329,857
Water Utility Funds	4,822,462	22,084,460	20,589,570	848,232	(272,020)	280,260	4,916,840
Sewer Utility Funds	15,305,734	7,353,440	8,251,922	500,000	10,850	-	13,918,102
Capital Replacement Funds	10,612,976	2,824,110	2,485,081	-	474,828	-	11,426,833
Trust Funds	4,126,629	15,260	-	(23,779)	(4,850)	-	4,160,818
City Housing Funds	3,166,165	918,620	-	-	-	-	4,084,785
<b>Total</b>	<b>83,334,650</b>	<b>81,406,160</b>	<b>73,057,759</b>	<b>2,196,905</b>	<b>(440,300)</b>	<b>4,884,070</b>	<b>84,161,776</b>

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

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# 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.

	2010-11 Actual	2011-12 Actual	2012-13 Proposed	2012-13 Estimated	2013-14 Proposed
<b>FUNDS AVAILABLE</b>					
Beginning Fund Balance- July 1	18,151,403	18,325,735	17,673,350	17,673,350	18,062,906
<b>REVENUES</b>					
Taxes & Franchises					
<i>Sales Tax</i>	10,418,323	11,276,884	11,706,030	11,953,497	12,491,400
<i>Property Tax</i>	11,945,474	12,787,329	14,205,990	14,092,653	14,860,480
<i>Franchise Fees, TOT</i>	2,650,304	2,721,518	2,797,250	2,770,126	2,766,760
Fees, Permits & Services	4,389,230	4,234,220	3,933,250	4,426,324	4,318,080
Use of Property, Grants, Other	3,104,371	2,660,036	2,753,470	8,230,347	2,371,430
<b>Total General Fund Revenues</b>	<b>32,507,702</b>	<b>33,679,987</b>	<b>35,395,990</b>	<b>41,472,947</b>	<b>36,808,150</b>
<b>TOTAL FUNDS AVAILABLE</b>	<b>50,659,105</b>	<b>52,005,722</b>	<b>53,069,340</b>	<b>59,146,297</b>	<b>54,871,056</b>
<b>EXPENDITURES</b>					
Operating Expenses					
Legislative and Admin. Services	408,605	790,717	795,827	806,356	948,277
Administrative Services	2,178,310	2,098,726	2,264,390	2,198,143	1,919,180
Community Services	4,433,961	4,660,585	4,799,460	4,729,264	4,865,650
Development Services	2,388,079	2,830,063	3,794,025	3,654,846	3,464,670
Public Works	3,148,678	3,226,346	4,126,739	4,069,410	4,024,047
Safety Services	18,264,667	18,776,174	19,474,780	19,362,774	20,286,520
Redevelopment Services	17,066	-	-	-	-
Indirect Cost Alloc./Emp. Rtmnt. Cont.	(427,429)	(355,240)	-	-	-
<b>Total Operating Expenses</b>	<b>30,411,938</b>	<b>32,027,372</b>	<b>35,255,221</b>	<b>34,820,793</b>	<b>35,508,344</b>
Capital Projects	(36,615)	148,403	-	-	-
Program Expenses	575,355	-	-	-	-
<b>Total Programs/Capital Projects</b>	<b>538,740</b>	<b>148,403</b>	<b>-</b>	<b>-</b>	<b>-</b>
<b>TOTAL EXPENDITURES</b>	<b>30,950,678</b>	<b>32,175,775</b>	<b>35,255,221</b>	<b>34,820,793</b>	<b>35,508,344</b>
<b>TRANSFERS/LOANS</b>					
Transnet Loan	-	-	-	-	(150,000)
Pension Stabiliz. Fund Trans. In/(Out)	-	-	-	-	-
Loan Repayment	-	-	-	-	-
Stormwater Fund Loan In/(Out)	-	206,005	-	-	-
RDA Loan In/(Out)	500,000	112,681	-	-	-
All Other Transfers In/(Out)	8,077,765	(2,504,155)	(631,810)	(6,262,598)	(557,188)
Encumbrance Roll Forward	-	-	(56,722)	-	-
Other Fund Balance Activity	(9,960,458)	28,873	-	-	-
<b>TOTAL TRANSFERS/LOANS</b>	<b>(1,382,693)</b>	<b>(2,156,597)</b>	<b>(688,532)</b>	<b>(6,262,598)</b>	<b>(707,188)</b>
<b>NET FUND ACTIVITY</b>	<b>174,331</b>	<b>(652,385)</b>	<b>(547,763)</b>	<b>389,556</b>	<b>592,618</b>
<b>ENDING FUND BALANCE</b>	<b>18,325,735</b>	<b>17,673,350</b>	<b>17,125,587</b>	<b>18,062,906</b>	<b>18,655,524</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 over the next several fiscal years.

	2010-11 Actual	2011-12 Actual	2012-13 Proposed	2012-13 Estimated	2013-14 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
REVENUES	-	-	-	-	-
<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>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>
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>NET FUND ACTIVITY</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>

# 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 2012-13.

	2010-11 Actual	2011-12 Actual	2012-13 Proposed	2012-13 Estimated	2013-14 Proposed
<b>FUNDS AVAILABLE</b>					
Beginning Fund Balance- July 1	629,618	641,250	641,250	641,250	641,250
<b>REVENUES</b>	-	-	-	-	-
<b>TOTAL FUNDS AVAILABLE</b>	<b>629,618</b>	<b>641,250</b>	<b>641,250</b>	<b>641,250</b>	<b>641,250</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	(11,632)	-	-	-	-
Program Expenses	-	-	-	-	-
Total Programs/Capital Projects	(11,632)	-	-	-	-
<b>TOTAL EXPENDITURES</b>	<b>(11,632)</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>NET FUND ACTIVITY</b>	<b>11,632</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>
<b>ENDING FUND BALANCE</b>	<b>641,250</b>	<b>641,250</b>	<b>641,250</b>	<b>641,250</b>	<b>641,250</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.

	2010-11 Actual	2011-12 Actual	2012-13 Proposed	2012-13 Estimated	2013-14 Proposed
<b>FUNDS AVAILABLE</b>					
Beginning Fund Balance- July 1	-	2,424,868	2,424,868	2,424,868	2,424,868
<b>REVENUES</b>	-	-	-	-	-
<b>TOTAL FUNDS AVAILABLE</b>	<b>0</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>
TRANSFERS In/(Out)	2,452,920		-	-	-
LOANS In/(Out)	-	-	-	-	-
ENCUMB. ROLL FORWARD	-	-	-	-	-
OTHER FUND BALANCE ACTIVITY	(28,052)	-	-	-	-
<b>TOTAL OTHER SOURCES/USES</b>	<b>2,424,868</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>
<b>NET FUND ACTIVITY</b>	<b>2,424,868</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>

# STORM WATER CLAIM FUND

## Activity Detail - Fund 105

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

	2010-11 Actual	2011-12 Actual	2012-13 Proposed	2012-13 Estimated	2013-14 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>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	1,450,000	-	-	-	-
Total Programs/Capital Projects	1,450,000	-	-	-	-
<b>TOTAL EXPENDITURES</b>	<b>1,450,000</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>
TRANSFERS In/(Out)	1,450,000	-	-	-	-
LOANS (In/(Out))	-	-	-	-	-
ENCUMB. ROLL FORWARD	-	-	-	-	-
OTHER FUND BALANCE ACTIVITY	-	-	-	-	-
<b>TOTAL OTHER SOURCES/USES</b>	<b>1,450,000</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>ENDING FUND BALANCE</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</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.

	2010-11 Actual	2011-12 Actual	2012-13 Adopted	2012-13 Estimated	2013-14 Proposed
<b>FUNDS AVAILABLE</b>					
Beginning Fund Balance- July 1	4,477,026	4,483,286	4,483,286	4,483,286	4,483,286
<b>REVENUES</b>	6,260		-	-	-
<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>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>
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>NET FUND ACTIVITY</b>	<b>6,260</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>

# STREET 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.

	2010-11 Actual	2011-12 Actual	2012-13 Adopted	2012-13 Estimated	2013-14 Proposed
<b>FUNDS AVAILABLE</b>					
Beginning Fund Balance- July 1	1,951,804	4,418,562	1,344,275	1,344,275	1,627,639
<b>REVENUES</b>	2,809,536	2,224,332	3,591,070	3,553,390	2,991,120
<b>TOTAL FUNDS AVAILABLE</b>	<b>4,761,340</b>	<b>6,642,894</b>	<b>4,935,345</b>	<b>4,897,665</b>	<b>4,618,759</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
Public Works	2,563,294	2,431,494	3,274,101	3,262,526	2,711,848
Safety Services	-	-	-	-	-
Redevelopment Services	-	-	-	-	-
Indirect Cost Allocation	-	-	-	-	-
Total Operating Expenses	2,570,794	2,438,994	3,281,601	3,270,026	2,719,348
Capital Projects	562,946	60,000	-	-	605,000
Program Expenses	-	-	-	-	-
Total Programs/Capital Projects	562,946	60,000	-	-	605,000
<b>TOTAL EXPENDITURES</b>	<b>3,133,740</b>	<b>2,498,994</b>	<b>3,281,601</b>	<b>3,270,026</b>	<b>3,324,348</b>
TRANSFERS In/(Out)	-	(328,589)	-	-	-
RDA LOANS In/(Out)	2,787,909	(2,471,030)	-	-	-
LOANS	-	-	-	-	150,000
ENCUMB. ROLL FORWARD	-	-	(91,807)	-	-
OTHER FUND BALANCE ACTIVITY	3,053	(5)	-	-	-
<b>TOTAL OTHER SOURCES/USES</b>	<b>2,790,962</b>	<b>(2,799,624)</b>	<b>(91,807)</b>	<b>0</b>	<b>150,000</b>
<b>NET FUND ACTIVITY</b>	<b>2,466,758</b>	<b>(3,074,287)</b>	<b>217,662</b>	<b>283,364</b>	<b>(183,228)</b>
<b>ENDING FUND BALANCE</b>	<b>4,418,562</b>	<b>1,344,275</b>	<b>1,561,937</b>	<b>1,627,639</b>	<b>1,444,411</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.

	2010-11 Actual	2011-12 Actual	2012-13 Adopted	2012-13 Estimated	2013-14 Proposed
<b>FUNDS AVAILABLE</b>					
Beginning Fund Balance- July 1	423,657	4,172,228	(200,465)	(200,465)	225,091
<b>REVENUES</b>	2,055,668	1,259,605	767,040	897,437	950,640
<b>TOTAL FUNDS AVAILABLE</b>	<b>2,479,325</b>	<b>5,431,833</b>	<b>566,575</b>	<b>696,972</b>	<b>1,175,731</b>
<b>EXPENDITURES</b>					
Operating Expenses					
Legislative and Admin. Services	25,810	33,779	17,880	18,117	15,034
Administrative Services	69,156	66,917	36,380	34,208	32,780
Community Services	-	-	-	-	-
Development Services	517,196	533,492	38,698	38,044	38,670
Public Works	1,451,172	1,440,827	581,794	535,675	548,601
Safety Services	-	-	-	-	-
Redevelopment Services	-	-	-	-	-
Indirect Cost Allocation	10,772	12,974	-	-	-
Total Operating Expenses	2,074,106	2,087,988	674,752	626,044	635,085
Capital Projects	854,460	-	(154,163)	(154,163)	50,000
Program Expenditures	(12,034)	-	-	-	-
Total Programs/Capital Projects	842,426	-	(154,163)	(154,163)	50,000
<b>TOTAL EXPENDITURES</b>	<b>2,916,532</b>	<b>2,087,988</b>	<b>520,589</b>	<b>471,881</b>	<b>685,085</b>
<b>TRANSFERS In/(Out)</b>	193,850	677,860	-	-	-
<b>RDA LOANS In/(Out)</b>	4,405,654	(4,008,730)	-	-	-
<b>GENERAL FUND LOANS (In/Out)</b>	-	(206,005)	-	-	-
<b>ENCUMB. ROLL FORWARD</b>	-	-	-	-	-
<b>OTHER FUND BALANCE ACTIVITY</b>	9,931	(7,435)	-	-	-
<b>TOTAL OTHER SOURCES/USES</b>	<b>4,609,435</b>	<b>(3,544,310)</b>	<b>0</b>	<b>0</b>	<b>0</b>
<b>NET FUND ACTIVITY</b>	<b>3,748,571</b>	<b>(4,372,694)</b>	<b>246,451</b>	<b>425,556</b>	<b>265,555</b>
<b>ENDING FUND BALANCE</b>	<b>4,172,228</b>	<b>(200,465)</b>	<b>45,986</b>	<b>225,091</b>	<b>490,646</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.

	2010-11 Actual	2011-12 Actual	2012-13 Adopted	2012-13 Estimated	2013-14 Proposed
<b>FUNDS AVAILABLE</b>					
Beginning Fund Balance- July 1	378,354	479,973	512,359	512,359	498,552
<b>REVENUES</b>	1,094,718	1,195,931	443,210	745,825	435,320
<b>TOTAL FUNDS AVAILABLE</b>	<b>1,473,072</b>	<b>1,675,904</b>	<b>955,569</b>	<b>1,258,184</b>	<b>933,872</b>
<b>EXPENDITURES</b>					
Operating Expenses					
Legislative and Admin. Services	-	-	-	-	-
Administrative Services	-	-	-	-	-
Community Services	-	5,319	-	5,000	5,000
Development Services	-	-	-	-	-
Public Works	-	-	-	-	-
Safety Services	-	-	-	-	-
Redevelopment Services	-	-	-	-	-
Indirect Cost Allocation	-	-	-	-	-
Total Operating Expenses	-	5,319	-	5,000	5,000
Capital Projects	110,660	441,107	64,871	378,158	53,887
Program Expenses	782,439	617,119	101,005	276,474	113,565
Total Programs/Capital Projects	893,099	1,058,226	165,876	654,632	167,452
<b>TOTAL EXPENDITURES</b>	<b>893,099</b>	<b>1,063,545</b>	<b>165,876</b>	<b>659,632</b>	<b>172,452</b>
TRANSFERS In/(Out)	(100,000)	(100,000)	(100,000)	(100,000)	(100,000)
LOANS In/(Out)	-	-	-	-	-
ENCUMB. ROLL FORWARD	-	-	-	-	-
GRANTS OUTSTANDING	1,514,501	443,025	442,092	352,138	-
COMMITTED CAPITAL PROJECTS	(1,514,501)	(443,025)	(442,092)	(352,138)	-
OTHER FUND BALANCE ACTIVITY	-	-	-	-	-
<b>TOTAL OTHER SOURCES/USES</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>101,619</b>	<b>32,386</b>	<b>177,334</b>	<b>(13,807)</b>	<b>162,868</b>
<b>ENDING FUND BALANCE</b>	<b>479,973</b>	<b>512,359</b>	<b>689,693</b>	<b>498,552</b>	<b>661,420</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.

	2010-11 Actual	2011-12 Actual	2012-13 Adopted	2012-13 Estimated	2013-14 Proposed
<b>FUNDS AVAILABLE</b>					
Beginning Fund Balance- July 1	2,532,847	2,607,814	2,468,078	2,468,078	2,549,714
REVENUES	774,967	50,264	76,750	81,636	88,450
<b>TOTAL FUNDS AVAILABLE</b>	<b>3,307,814</b>	<b>2,658,078</b>	<b>2,544,828</b>	<b>2,549,714</b>	<b>2,638,164</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	700,000	190,000	-	-	50,000
Program Expenses	-	-	-	-	-
Total Programs/Capital Projects	700,000	190,000	-	-	50,000
<b>TOTAL EXPENDITURES</b>	<b>700,000</b>	<b>190,000</b>	<b>0</b>	<b>0</b>	<b>50,000</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>NET FUND ACTIVITY</b>	<b>74,967</b>	<b>(139,736)</b>	<b>76,750</b>	<b>81,636</b>	<b>38,450</b>
<b>ENDING FUND BALANCE</b>	<b>2,607,814</b>	<b>2,468,078</b>	<b>2,544,828</b>	<b>2,549,714</b>	<b>2,588,164</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).

	2010-11 Actual	2011-12 Actual	2012-13 Adopted	2012-13 Estimated	2013-14 Proposed
<b>FUNDS AVAILABLE</b>					
Beginning Fund Balance- July 1	6,086,283	6,639,238	6,733,071	6,733,071	6,629,510
<b>REVENUES</b>	2,287,425	2,253,546	2,207,440	2,254,402	2,240,330
<b>TOTAL FUNDS AVAILABLE</b>	<b>8,373,708</b>	<b>8,892,784</b>	<b>8,940,511</b>	<b>8,987,473</b>	<b>8,869,840</b>
<b>EXPENDITURES</b>					
Operating Expenses	-	-	-	-	-
Legislative and Admin. Services	35,592	44,497	32,725	33,158	52,916
Administrative Services	69,646	58,877	106,629	103,535	91,988
Community Services	-	-	-	-	-
Development Services	45,468	44,440	-	-	-
Public Works	1,921,172	2,177,504	2,922,789	2,542,380	2,585,545
Safety Services	-	-	-	-	-
Redevelopment Services	-	-	-	-	-
Indirect Cost Allocation	9,233	10,192	-	-	-
Total Operating Expenses	2,081,110	2,335,510	3,062,143	2,679,073	2,730,449
Capital Projects	(39,131)	119,790	-	-	-
Program Expenditures	-	-	-	-	-
Total Programs/Capital Projects	(39,131)	119,790	-	-	-
<b>TOTAL EXPENDITURES</b>	<b>2,041,979</b>	<b>2,455,300</b>	<b>3,062,143</b>	<b>2,679,073</b>	<b>2,730,449</b>
TRANSFERS In/(Out)	305,820	309,742	321,110	321,110	329,150
LOANS In/(Out)	-	-	-	-	-
ENCUMB. ROLL FORWARD	-	-	(16,952)	-	-
OTHER FUND BALANCE ACTIVITY	1,689	(14,156)	-	-	-
<b>TOTAL OTHER SOURCES/USES</b>	<b>307,509</b>	<b>295,587</b>	<b>304,158</b>	<b>321,110</b>	<b>329,150</b>
<b>NET FUND ACTIVITY</b>	<b>552,955</b>	<b>93,833</b>	<b>(550,545)</b>	<b>(103,561)</b>	<b>(160,969)</b>
<b>ENDING FUND BALANCE</b>	<b>6,639,238</b>	<b>6,733,071</b>	<b>6,182,526</b>	<b>6,629,510</b>	<b>6,468,541</b>

# OTHER ASSESSMENT FUNDS

*Activity Detail - Funds 250, 280-281*

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.

	2010-11 Actual	2011-12 Actual	2012-13 Adopted	2012-13 Estimated	2013-14 Proposed
<b>FUNDS AVAILABLE</b>					
Beginning Fund Balance- July 1	136,858	103,729	134,940	134,940	144,881
<b>REVENUES</b>	975,584	988,709	991,220	992,452	990,510
<b>TOTAL FUNDS AVAILABLE</b>	<b>1,112,442</b>	<b>1,092,438</b>	<b>1,126,160</b>	<b>1,127,392</b>	<b>1,135,391</b>
<b>EXPENDITURES</b>					
Operating Expenses					
Legislative and Admin. Services	-	-	-	-	-
Administrative Services	63,619	113,560	127,000	128,961	132,960
Community Services	-	-	-	-	-
Development Services	-	-	-	-	-
Public Works	-	-	-	-	-
Safety Services	-	-	-	-	-
Redevelopment Services	-	-	-	-	-
Indirect Cost Allocation	-	-	-	-	-
Total Operating Expenses	63,619	113,560	127,000	128,961	132,960
Capital Projects	-	-	-	-	-
Program Expenses	240,000	217,550	217,550	217,550	-
Total Programs/Capital Projects	240,000	217,550	217,550	217,550	-
<b>TOTAL EXPENDITURES</b>	<b>303,619</b>	<b>331,110</b>	<b>344,550</b>	<b>346,511</b>	<b>132,960</b>
<b>TRANSFERS In/(Out)</b>	<b>(617,384)</b>	<b>(626,388)</b>	<b>(636,000)</b>	<b>(636,000)</b>	<b>(636,000)</b>
<b>LOANS In/(Out)</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>
<b>ENCUMB. ROLL FORWARD</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>
<b>DEBT SERVICE</b>	<b>(87,710)</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>
<b>OTHER FUND BALANCE ACTIVITY</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>
<b>TOTAL OTHER SOURCES/USES</b>	<b>(705,094)</b>	<b>(626,388)</b>	<b>(636,000)</b>	<b>(636,000)</b>	<b>(636,000)</b>
<b>NET FUND ACTIVITY</b>	<b>(33,129)</b>	<b>31,211</b>	<b>10,670</b>	<b>9,941</b>	<b>221,550</b>
<b>ENDING FUND BALANCE</b>	<b>103,729</b>	<b>134,940</b>	<b>145,610</b>	<b>144,881</b>	<b>366,431</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.

	2010-11 Actual	2011-12 Actual	2012-13 Adopted	2012-13 Estimated	2013-14 Proposed
<b>FUNDS AVAILABLE</b>					
Beginning Fund Balance- July 1	7,441,981	5,866,199	5,516,458	5,516,458	4,912,987
<b>REVENUES</b>	4,345,530	3,894,112	3,762,760	3,756,349	3,705,750
<b>TOTAL FUNDS AVAILABLE</b>	<b>11,787,511</b>	<b>9,760,311</b>	<b>9,279,218</b>	<b>9,272,807</b>	<b>8,618,737</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>
TRANSFERS In/(Out)	660,240	1,134,071	1,129,570	936,611	484,930
LOANS In/(Out)	(150,000)	(150,000)	(160,000)	(160,000)	(170,000)
ENCUMB. ROLL FORWARD	-	-	-	-	-
DEBT SERVICE	(7,937,340)	(5,259,256)	(5,329,425)	(5,136,431)	(4,603,810)
OTHER FUND BALANCE ACTIVITY	1,505,788	31,332	-	-	-
<b>TOTAL OTHER SOURCES/USES</b>	<b>(5,921,312)</b>	<b>(4,243,853)</b>	<b>(4,359,855)</b>	<b>(4,359,820)</b>	<b>(4,288,880)</b>
<b>NET FUND ACTIVITY</b>	<b>(1,575,782)</b>	<b>(349,741)</b>	<b>(597,095)</b>	<b>(603,471)</b>	<b>(583,130)</b>
<b>ENDING FUND BALANCE</b>	<b>5,866,199</b>	<b>5,516,458</b>	<b>4,919,363</b>	<b>4,912,987</b>	<b>4,329,857</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.

	2010-11 Actual	2011-12 Actual	2012-13 Adopted	2012-13 Estimated	2013-14 Proposed
<b>FUNDS AVAILABLE</b>					
Beginning Fund Balance- July 1	3,349,245	5,616,282	4,148,403	4,148,403	4,822,462
REVENUES	18,821,529	20,693,371	20,423,350	21,599,761	22,084,460
<b>TOTAL FUNDS AVAILABLE</b>	<b>22,170,774</b>	<b>26,309,653</b>	<b>24,571,753</b>	<b>25,748,164</b>	<b>26,906,922</b>
<b>EXPENDITURES</b>					
Operating Expenses					
Legislative and Admin. Services	412,390	364,910	592,458	600,295	622,105
Administrative Services	1,499,614	1,010,241	1,176,723	1,139,249	1,146,838
Community Services	-	-	-	-	-
Development Services	419,014	272,869	116,094	114,129	163,457
Public Works	14,515,349	16,497,235	17,220,636	18,347,304	18,657,170
Safety Services	-	-	-	-	-
Redevelopment Services	-	-	-	-	-
Indirect Cost Allocation	184,181	158,762	-	-	-
Total Operating Expenses	17,030,547	18,304,017	19,105,911	20,200,977	20,589,570
Capital Projects	947,865	809,231	-	-	848,232
Program Expenses	-	-	-	186,954	-
Total Programs/Capital Projects	947,865	809,231	-	186,954	848,232
<b>TOTAL EXPENDITURES</b>	<b>17,978,412</b>	<b>19,113,248</b>	<b>19,105,911</b>	<b>20,387,931</b>	<b>21,437,802</b>
TRANSFERS In/(Out)	(202,192)	(723,685)	(290,670)	(254,860)	(272,020)
RDA LOANS In/(Out)	2,632,270	(2,122,057)	-	-	-
ENCUMB. ROLL FORWARD	-	-	(50,514)	-	-
DEBT SERVICE	(285,501)	(284,784)	(282,910)	(282,910)	(280,260)
OTHER FUND BALANCE ACTIVITIES	(720,657)	82,523	-	-	-
<b>TOTAL OTHER SOURCES/USES</b>	<b>1,423,920</b>	<b>(3,048,003)</b>	<b>(624,094)</b>	<b>(537,770)</b>	<b>(552,280)</b>
<b>NET FUND ACTIVITY</b>	<b>2,267,037</b>	<b>(1,467,879)</b>	<b>693,345</b>	<b>674,060</b>	<b>94,378</b>
<b>ENDING FUND BALANCE</b>	<b>5,616,282</b>	<b>4,148,403</b>	<b>4,841,748</b>	<b>4,822,462</b>	<b>4,916,840</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.

	2010-11 Actual	2011-12 Actual	2012-13 Adopted	2012-13 Estimated	2013-14 Proposed
<b>FUNDS AVAILABLE</b>					
Beginning Fund Balance- July 1	15,539,864	20,816,978	17,209,420	17,209,420	15,305,734
<b>REVENUES</b>	9,059,748	7,692,499	7,936,990	7,529,764	7,353,440
<b>TOTAL FUNDS AVAILABLE</b>	<b>24,599,612</b>	<b>28,509,477</b>	<b>25,146,410</b>	<b>24,739,184</b>	<b>22,659,174</b>
<b>EXPENDITURES</b>					
Operating Expenses					
Legislative and Admin. Services	117,763	140,721	453,229	459,226	402,455
Administrative Services	722,176	679,085	731,354	708,472	772,329
Community Services	-	-	-	-	-
Development Services	24,648	150,616	154,792	152,171	154,682
Public Works	5,944,715	6,195,578	6,779,594	7,476,999	6,922,456
Safety Services	-	-	-	-	-
Redevelopment Services	-	-	-	-	-
Indirect Cost Allocation	93,435	101,190	-	-	-
Total Operating Expenses	6,902,737	7,267,191	8,118,969	8,796,868	8,251,922
Capital Projects	380,795	500,000	500,000	500,000	500,000
Program Expenses	-	-	-	143,938	-
Total Programs/Capital Projects	380,795	500,000	500,000	643,938	500,000
<b>TOTAL EXPENDITURES</b>	<b>7,283,532</b>	<b>7,767,191</b>	<b>8,618,969</b>	<b>9,440,806</b>	<b>8,751,922</b>
TRANSFERS In/(Out)	(148,682)	(1,198,629)	(178,230)	(152,643)	(159,150)
RDA LOANS In/(Out)	3,504,552	(2,491,427)	-	-	-
CFD #88-1 LOANS In/(Out)	150,000	150,000	160,000	160,000	170,000
ENCUMB. ROLL FORWARD	-	-	(36,631)	-	-
DEBT SERVICE	-	-	-	-	-
OTHER FUND BALANCE ACTIVITY	(4,972)	7,190	-	-	-
<b>TOTAL OTHER SOURCES/USES</b>	<b>3,500,898</b>	<b>(3,532,866)</b>	<b>(54,861)</b>	<b>7,357</b>	<b>10,850</b>
<b>NET FUND ACTIVITY</b>	<b>5,277,114</b>	<b>(3,607,558)</b>	<b>(736,840)</b>	<b>(1,903,685)</b>	<b>(1,387,632)</b>
<b>ENDING FUND BALANCE</b>	<b>20,816,978</b>	<b>17,209,420</b>	<b>16,472,579</b>	<b>15,305,734</b>	<b>13,918,102</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.

	2010-11 Actual	2011-12 Actual	2012-13 Adopted	2012-13 Estimated	2013-14 Proposed
<b>FUNDS AVAILABLE</b>					
Beginning Fund Balance- July 1	8,995,788	10,104,571	10,277,521	10,277,521	10,612,976
REVENUES	2,531,985	2,635,217	2,605,900	2,526,065	2,824,110
<b>TOTAL FUNDS AVAILABLE</b>	<b>11,527,773</b>	<b>12,739,788</b>	<b>12,883,421</b>	<b>12,803,586</b>	<b>13,437,086</b>
<b>EXPENDITURES</b>					
Operating Expenses					
Legislative and Admin. Services	19,797	20,783	45,638	32,212	101,443
Administrative Services	582,351	1,779,134	1,434,114	1,980,722	1,276,745
Community Services	-	-	6,035	-	-
Development Services	-	-	-	-	-
Public Works	980,302	1,045,245	1,158,000	1,068,526	1,106,893
Safety Services	-	-	-	-	-
Redevelopment Services	-	-	-	-	-
Indirect Cost Allocation	7,200	7,535	-	-	-
Total Operating Expenses	1,589,651	2,852,697	2,643,787	3,081,460	2,485,081
Capital Projects	221,197	-	-	-	-
Program Expenses	-	-	-	-	-
Total Programs/Capital Projects	221,197	-	-	-	-
<b>TOTAL EXPENDITURES</b>	<b>1,810,848</b>	<b>2,852,697</b>	<b>2,643,787</b>	<b>3,081,460</b>	<b>2,485,081</b>
TRANSFERS In/(Out)	390,850	390,850	445,060	890,850	474,828
LOANS In/(Out)	-	-	-	-	-
ENCUMB. ROLL FORWARD	-	-	(502,854)	-	-
OTHER FUND BALANCE ACTIVITY	(3,204)	(420)	-	-	-
<b>TOTAL OTHER SOURCES/USES</b>	<b>387,646</b>	<b>390,430</b>	<b>(57,794)</b>	<b>890,850</b>	<b>474,828</b>
<b>NET FUND ACTIVITY</b>	<b>1,108,783</b>	<b>172,950</b>	<b>(95,681)</b>	<b>335,455</b>	<b>813,857</b>
<b>ENDING FUND BALANCE</b>	<b>10,104,571</b>	<b>10,277,521</b>	<b>10,181,840</b>	<b>10,612,976</b>	<b>11,426,833</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.

	2010-11 Actual	2011-12 Actual	2012-13 Adopted	2012-13 Estimated	2013-14 Proposed
<b>FUNDS AVAILABLE</b>					
Beginning Fund Balance- July 1	5,751,093	5,139,285	4,117,245	4,117,245	4,126,629
REVENUES	1,462,789	860,218	13,620	14,492	15,260
<b>TOTAL FUNDS AVAILABLE</b>	<b>7,213,882</b>	<b>5,999,503</b>	<b>4,130,865</b>	<b>4,131,737</b>	<b>4,141,889</b>
<b>EXPENDITURES</b>					
Operating Expenses					
Legislative and Admin. Services	-	-	-	-	-
Administrative Services	-	-	-	-	-
Community Services	48,045	48,045	-	-	-
Development Services	1,809,475	1,809,475	-	-	-
Public Works	-	-	-	-	-
Safety Services	-	-	-	-	-
Redevelopment Services	-	-	-	-	-
Indirect Cost Allocation	-	-	-	-	-
Total Operating Expenses	1,857,520	1,857,520	-	-	-
Capital Projects	110,740	-	-	-	(23,779)
Program Expenses	96,069	14,470	-	-	-
Total Programs/Capital Projects	206,809	14,470	-	-	(23,779)
<b>TOTAL EXPENDITURES</b>	<b>2,064,329</b>	<b>1,871,990</b>	<b>0</b>	<b>0</b>	<b>(23,779)</b>
TRANSFERS In/(Out)	(10,268)	(10,268)	(11,550)	(5,108)	(4,850)
LOANS In/(Out)	-	-	-	-	-
ENCUMB. ROLL FORWARD	-	-	(21,516)	-	-
OTHER FUND BALANCE ACTIVITY	-	-	-	-	-
<b>TOTAL OTHER SOURCES/USES</b>	<b>(10,268)</b>	<b>(10,268)</b>	<b>(33,066)</b>	<b>(5,108)</b>	<b>(4,850)</b>
<b>NET FUND ACTIVITY</b>	<b>(611,808)</b>	<b>(1,022,040)</b>	<b>(19,446)</b>	<b>9,384</b>	<b>34,189</b>
<b>ENDING FUND BALANCE</b>	<b>5,139,285</b>	<b>4,117,245</b>	<b>4,097,799</b>	<b>4,126,629</b>	<b>4,160,818</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).

	2010-11 Actual	2011-12 Actual	2012-13 Adopted	2012-13 Estimated	2013-14 Proposed
<b>FUNDS AVAILABLE</b>					
Beginning Fund Balance- July 1	-	6,963,364	2,575,404	2,575,404	3,166,165
REVENUES	211,126	536,050	816,250	1,290,761	918,620
<b>TOTAL FUNDS AVAILABLE</b>	<b>211,126</b>	<b>7,499,414</b>	<b>3,391,654</b>	<b>3,866,165</b>	<b>4,084,785</b>
<b>EXPENDITURES</b>					
Operating Expenses					
Legislative and Admin. Services	80,212	158,733	-	-	-
Administrative Services	32,740	55,395	-	-	-
Community Services	-	-	-	-	-
Development Services	180	51,447	-	-	-
Public Works	5,122	-	-	-	-
Safety Services	-	-	-	-	-
Redevelopment Services	258,680	186,156	-	-	-
Indirect Cost Allocation	11,036	22,334	-	-	-
Total Operating Expenses	387,970	474,065	-	-	-
Capital Projects	451	(98)	-	-	-
Program Expenses	18,279,863	(10,579,573)	700,000	700,000	-
Total Programs/Capital Projects	18,280,314	(10,579,671)	700,000	700,000	-
<b>TOTAL EXPENDITURES</b>	<b>18,668,284</b>	<b>(10,105,606)</b>	<b>700,000</b>	<b>700,000</b>	<b>0</b>
TRANSFERS In/(Out)	25,411,230	(12,100,756)	-	-	-
LOANS In/(Out)	-	-	-	-	-
ENCUMBRANCE ROLL FORWARD	-	-	-	-	-
DEBT SERVICE	-	-	-	-	-
OTHER FUND BALANCE ACTIVITY	9,292	(2,928,860)	-	-	-
<b>TOTAL OTHER SOURCES/USES</b>	<b>25,420,522</b>	<b>(15,029,616)</b>	<b>0</b>	<b>0</b>	<b>0</b>
<b>NET FUND ACTIVITY</b>	<b>6,963,364</b>	<b>(4,387,960)</b>	<b>116,250</b>	<b>590,761</b>	<b>918,620</b>
<b>ENDING FUND BALANCE</b>	<b>6,963,364</b>	<b>2,575,404</b>	<b>2,691,654</b>	<b>3,166,165</b>	<b>4,084,785</b>

# BOND/LOAN INTEREST AND REDEMPTION

*City of Poway*

	2010-11 Actual	2011-12 Actual	2012-13 Adopted	2012-13 Estimated	2013-14 Proposed
<b>WATER FUND</b>					
1995 Revenue Bonds	270,839	274,322	272,440	272,440	269,790
Bond Issuance Cost	6,437	6,437	6,440	6,440	6,440
Processing Fee	8,225	4,025	4,030	4,030	4,030
<b>TOTAL WATER FUND</b>	<b>285,501</b>	<b>284,784</b>	<b>282,910</b>	<b>282,910</b>	<b>280,260</b>
<b>DEBT SERVICE FUND</b>					
2003/2012 COP (City Office Building)	1,130,015	1,131,540	1,126,740	924,229	928,670
2005 COP	714,113	713,538	719,540	275,250	274,330
Bond Issuance Cost	-	-	-	12,000	-
Processing Fee	5,190	3,719	10,200	8,420	8,000
<b>TOTAL DEBT SERVICE FUND</b>	<b>1,849,318</b>	<b>1,848,797</b>	<b>1,856,480</b>	<b>1,219,899</b>	<b>1,211,000</b>
<b>HIGH VALLEY DEBT SERVICE FUND</b>					
1996 Assessment District 96 -1	52,031	49,844	52,500	52,500	50,000
Processing Fee	4,235	4,235	4,300	4,300	4,300
<b>TOTAL DEBT SERVICE FUND HIGH</b>	<b>56,266</b>	<b>54,079</b>	<b>56,800</b>	<b>56,800</b>	<b>54,300</b>
<b>OLD COACH WATER FUND</b>					
2001 Old Coach	28,837	25,218	28,780	28,780	28,740
Processing Fee	1,500	750	1,500	1,500	1,500
<b>TOTAL DEBT SERVICE OLD COACH</b>	<b>30,337</b>	<b>25,968</b>	<b>30,280</b>	<b>30,280</b>	<b>30,240</b>
<b>SOUTH POWAY CFD DEBT SERVICE</b>					
1998 CFD #1 A	2,202,063	-	64,485	64,485	-
2004 CFD #1	263,900	-	-	-	-
Processing Fee	5,403	-	-	-	-
2009 CFD #88 -1	3,527,852	3,321,815	3,317,380	3,317,380	3,304,270
Processing Fee	2,201	8,597	4,000	4,000	4,000
<b>TOTAL DEBT SERVICE CFD</b>	<b>6,001,419</b>	<b>3,330,412</b>	<b>3,385,865</b>	<b>3,385,865</b>	<b>3,308,270</b>
<b>800 MHZ SYSTEM DEBT SERVICE</b>					
1996 Backbone Debt Service	87,710	-	-	-	-
<b>TOTAL DEBT SERVICE 800 MHz</b>	<b>87,710</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>
<b>GRAND TOTAL</b>	<b>8,310,551</b>	<b>5,544,040</b>	<b>5,612,335</b>	<b>4,975,754</b>	<b>4,884,070</b>

## TRANSFERS BY FUND GROUP

This schedule shows the inter-fund transfers for the City and Successor Agency to the Redevelopment Agency for FY 2013-14. 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 \$329,150 from the General Fund (column 1, row 1) to reimburse the districts for expenditures on services that benefit the City at large.

Fiscal Year 2013-14		Transfers/Loans-Out						
Transfers/Loans-In	General Fund	Grant Funds	Other Assessment Funds	Water Fund	Sewer Fund	Trust Funds	Debt Service Funds	Total
General Fund		100,000	636,000			4,850		740,850
Landscape & Lighting Funds	329,150							329,150
Debt Service Funds	644,080			168,040	119,380			931,500
Water Fund								0
Capital Replacement Funds	324,808			103,980	39,770		6,270	474,828
Successor Agency							440,300	440,300
<b>Total</b>	1,298,038	100,000	636,000	272,020	159,150	4,850	446,570	2,916,628

## INTERFUND LOANS

Fund	Beginning Balance-7/1/13			Fiscal Year 2013-2014			Ending Balance-6/30/2014		
	Principal	Interest (1)	Total	New Loans	Current Interest (2)	Payback	Principal	Interest (1)	Total
<b>General Fund to:</b>									
Street Development (221)	491,071	552,777	1,043,848	-	2,950	-	491,071	555,727	1,046,798
Park Improvement (411)	307,228	345,833	653,061	-	1,840	-	307,228	347,673	654,901
Transnet 70% (223A)	-	-	-	150,000	900	-	150,000	900	150,900
<b>Drainage AB 1600 Fund to:</b>									
Street Development (221)	17,576	3,428	21,004	-	110	-	17,576	3,538	21,114
<b>Sewer Fund to:</b>									
Street AB 1600 (222)	214,500	163,555	378,055	-	1,290	-	214,500	164,845	379,345
CFD #88-1 (335)	540,000	-	540,000	-	3,240 <sup>(3)</sup>	173,240	370,000	-	370,000
<b>TOTAL</b>	<b>1,570,375</b>	<b>1,065,593</b>	<b>2,635,968</b>	<b>150,000</b>	<b>10,330</b>	<b>173,240</b>	<b>1,550,375</b>	<b>1,072,683</b>	<b>2,623,058</b>

1. For reference only-not accrued in either receivable or payable fund-estimated balance as of 7/01/13.
2. Interest rate for loans using the City's estimated average investment rate of return for FY 2013-2014 - .6%.
3. Sewer Fund to CFD #88-1 loan interest paid on an annual basis.

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# REVENUES BY FUND



## CITY OF POWAY

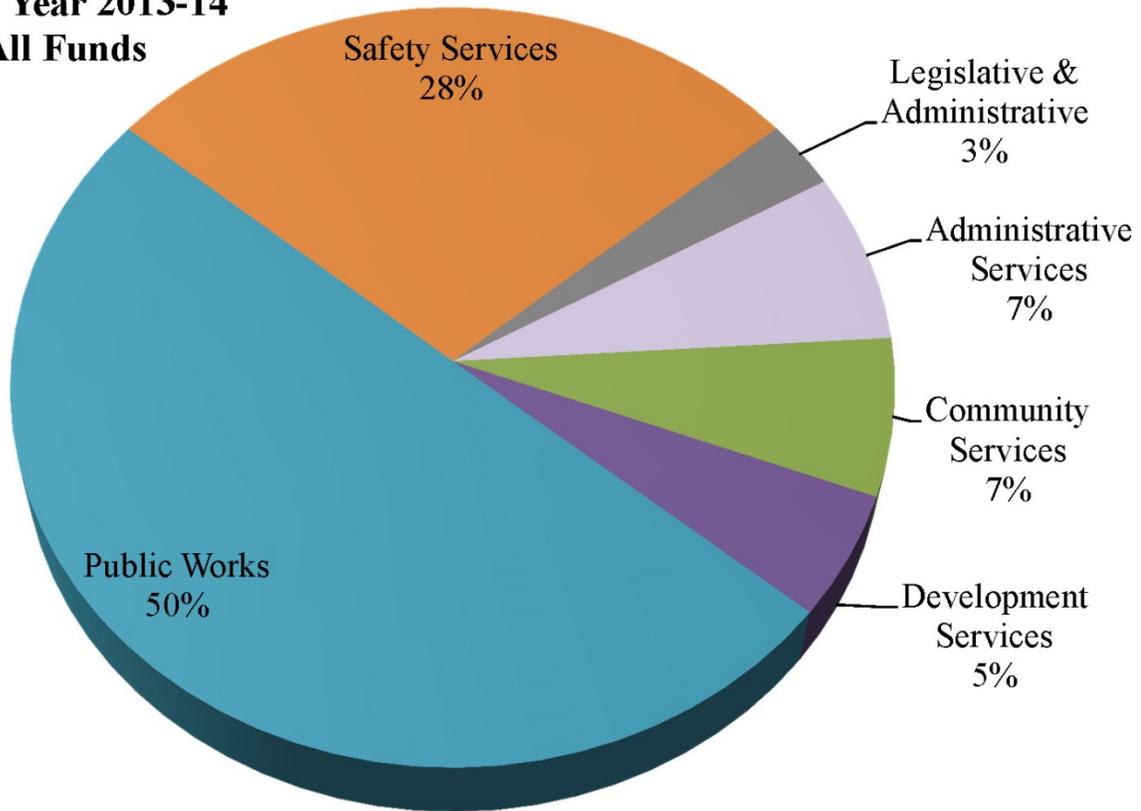
	FY 2010-11 Actual	FY 2011-12 Actual	FY 2012-13 Approved	FY 2012-13 Estimated	FY 2013-14 Proposed
General Fund (100)	\$ 32,507,702	\$ 33,679,987	\$ 35,395,990	\$ 41,472,947	\$ 36,808,150
Economic Uncertainty Fund (101)	-	-	-	-	-
Special Projects Fund (102)	-	-	-	-	-
Pension Stabilization Fund (104)	-	-	-	-	-
Streets Funds (211-226)	2,809,536	2,224,332	3,591,070	3,553,390	2,991,120
Street Maintenance Fund (103)	6,260	-	-	-	-
Drainage & Stormwater Funds (231-233)	2,055,668	1,259,605	767,040	897,437	950,640
Grant Funds (241-257, 714)	1,094,718	1,195,931	443,210	745,825	435,320
Developer Contribution AB 1600 Funds (251-252, 411, 422)	774,967	50,264	76,750	81,636	88,450
Special Assessment District Funds (261-275)	2,287,425	2,253,546	2,207,440	2,254,402	2,240,330
Other Assessment Funds (250, 280, 281)	975,584	988,709	991,220	992,452	990,510
Debt Service Funds (311 - 336)	4,345,530	3,894,112	3,762,760	3,756,349	3,705,750
Water Utility Funds (510-511)	18,821,529	20,693,371	20,423,350	21,599,761	22,084,460
Sewer Utility Funds (520-521)	9,059,748	7,692,499	7,936,990	7,529,764	7,353,440
Capital Replacement and Facility Funds (611&617)	2,531,985	2,635,217	2,605,900	2,526,065	2,824,110
Trust Funds (254, 711-782)	1,462,789	860,218	13,620	14,492	15,260
City Housing Funds (416, 429 & 417)	211,126	536,050	816,250	1,290,761	918,620
<b>Revenue Grand Total</b>	<b>\$ 78,944,567</b>	<b>\$ 77,963,840</b>	<b>\$ 79,031,590</b>	<b>\$ 86,715,281</b>	<b>\$ 81,406,160</b>

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# CITY OF POWAY OPERATING EXPENDITURES

Department	Personnel	Operations and Maintenance	Capital Outlay	Total Program Expenditures
Legislative & Administrative	1,499,820	627,760	14,650	<b>2,142,230</b>
Administrative Services	2,223,080	2,375,130	641,650	<b>5,239,860</b>
Community Services	2,852,790	2,008,860	4,000	<b>4,865,650</b>
Development Services	2,691,890	1,134,820	2,270	<b>3,828,980</b>
Public Works	7,802,350	28,233,120	521,090	<b>36,556,560</b>
Safety Services	8,397,270	11,824,010	65,240	<b>20,286,520</b>
<b>Grand Total</b>	<b>25,467,200</b>	<b>46,203,700</b>	<b>1,248,900</b>	<b>72,919,800</b>

**Fiscal Year 2013-14  
All Funds**

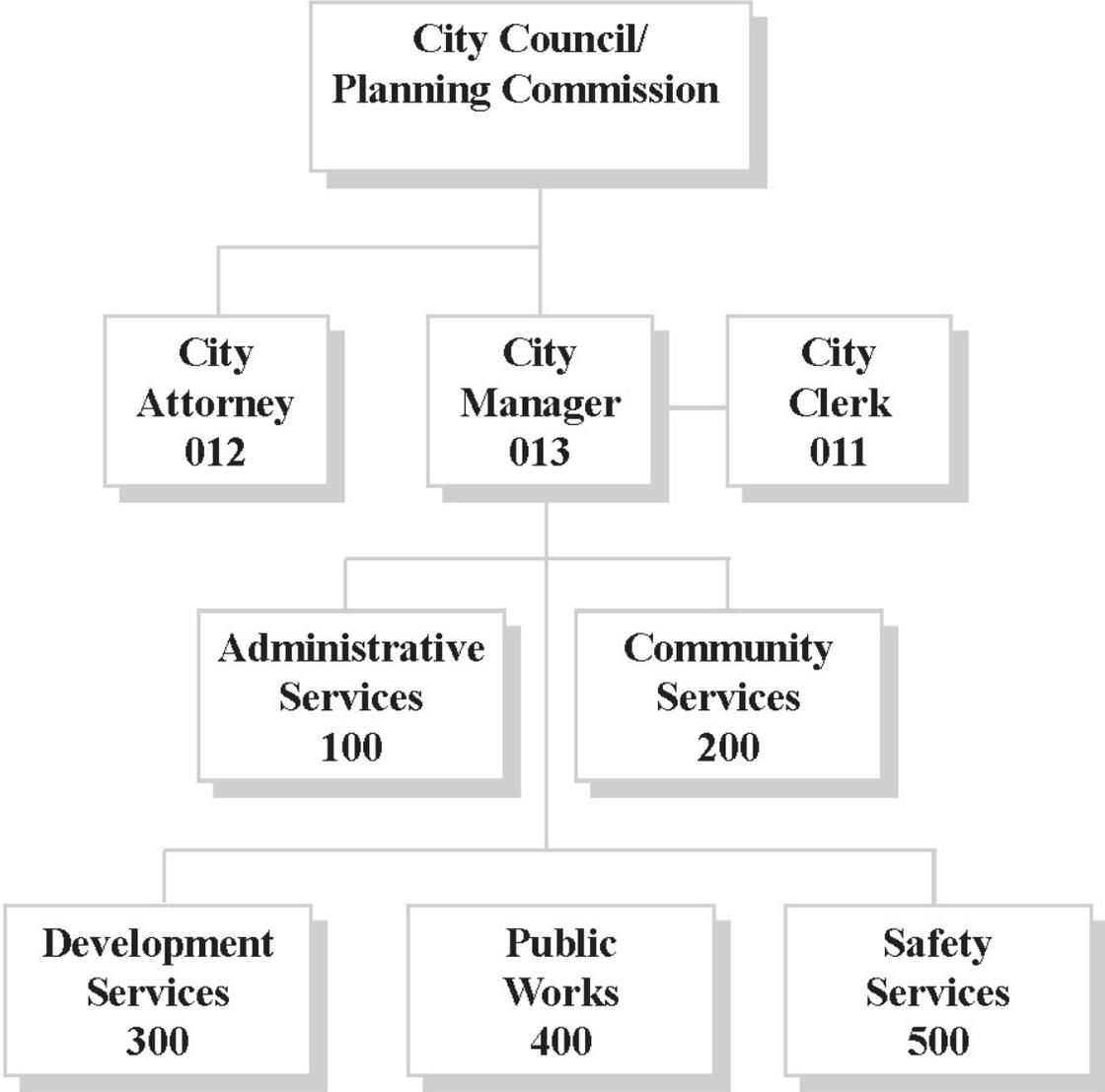




<b>BUDGET BY FUND</b>					GAS TAX/ PROP A	CAPITAL REPLACE.	SPECIAL DISTRICTS	TOTAL
<b>FY 2013 - 2014 Proposed</b>	GENERAL	WATER	SEWER	DRAINAGE				
<u>Legislative and Administrative</u>								
City Council	141,450	102,966	61,836	2,936	-	20,485	10,188	339,860
City Clerk	156,304	113,779	68,329	3,244	-	22,636	11,258	375,550
City Attorney	98,652	71,812	43,126	2,047	-	14,287	7,106	237,030
City Manager	338,261	333,549	229,164	6,807	-	44,036	24,364	976,180
Economic Development	213,610							213,610
Department Total	948,277	622,105	402,455	15,034	-	101,443	52,916	2,142,230
<u>Administrative Services</u>								
Director	345,913	140,804	137,338	1,179	-	21,670	1,226	648,130
Human Resources	253,589	66,259	40,518	7,548	-	7,871	5,234	381,020
Customer Services	79,040	193,854	178,243	138	-	31	1,075	452,380
Finance	360,514	151,084	70,038	7,905	-	27,190	30,189	646,920
Information Technology	347,976	274,389	211,419	5,721	-	13,154	11,531	864,190
General Support Services	246,759	114,089	47,983	3,663	-	19,551	15,214	447,260
Risk Management	285,390	206,358	86,789	6,625	-	25,028	27,519	637,710
Equip. Replacement & Facilities	-	-	-	-	-	1,162,250	-	1,162,250
Department Total	1,919,180	1,146,838	772,329	32,780	-	1,276,744	91,988	5,239,860
<u>Community Services</u>								
Director	838,300	-	-	-	-	-	-	838,300
Recreation	312,340	-	-	-	-	-	-	312,340
Lake Operations	755,470	-	-	-	-	-	-	755,470
Aquatics	690,320	-	-	-	-	-	-	690,320
Performing Arts Center	1,064,700	-	-	-	-	-	-	1,064,700
Old Poway Park	377,120	-	-	-	-	-	-	377,120
Library	60,610	-	-	-	-	-	-	60,610
Interpretive Services	101,800	-	-	-	-	-	-	101,800
Community Park	664,990	-	-	-	-	-	-	664,990
Department Total	4,865,650	-	-	-	-	-	-	4,865,650
<u>Development Services</u>								
Director	747,404	9,568	12,758	3,189	-	-	-	772,920
Current Planning	974,090	-	-	-	-	-	-	974,090
Building and Safety Inspection	558,100	-	-	-	-	-	-	558,100
Capital Projects Engineering	229,730	118,615	94,892	23,723	7,500	-	-	474,460
Land Development Engineering	412,790	-	-	-	-	-	-	412,790
Engineering Inspection	141,096	35,274	47,032	11,758	-	-	-	235,160
Traffic Engineering	136,440	-	-	-	-	-	-	136,440
Stormwater Compliance	225,370	-	-	-	-	-	-	225,370
Housing Authority/Programs	15,650	-	-	-	-	-	-	15,650
Successor Agency Admin.	24,000	-	-	-	-	-	-	24,000
Department Total	3,464,670	163,457	154,682	38,670	7,500	-	-	3,828,980
<u>Public Works</u>								
Director	144,383	256,695	116,000	19,011	-	21,184	29,886	587,160
Utility Systems Oper. & Maint.	-	740,690	740,690	-	-	-	-	1,481,380
Water Supply, Treatment, Storage	-	15,239,820	-	-	-	-	-	15,239,820
Wastewater Disposal	-	-	4,722,930	-	-	-	-	4,722,930
Water Transmission/Distribution	-	1,329,780	-	-	-	-	-	1,329,780
Wastewater Collection Maint.	-	-	939,470	-	-	-	-	939,470
Reclaimed Water Supply	-	395,624	98,906	-	-	-	-	494,530
Maintenance Operations	89,344	217,984	90,674	37,050	-	13,281	9,617	457,950
Street Maintenance	1,005,320	108,417	46,465	-	2,711,848	-	-	3,872,050
Stormwater & Flood Control	387,090	-	-	473,110	-	-	-	860,200
Vehicle Maintenance	-	-	-	-	-	1,034,960	-	1,034,960
Environmental Programs	44,827	109,371	45,494	18,590	-	6,663	4,825	229,770
Parks, Trails & Landscape Maint.	1,669,867	191,849	95,924	-	-	-	-	1,957,640
Facilities Maintenance	683,216	66,940	25,902	840	-	30,805	1,867	809,570
Special Districts & Contract Svcs	-	-	-	-	-	-	2,539,350	2,539,350
Department Total	4,024,047	18,657,170	6,922,456	548,601	2,711,848	1,106,893	2,585,545	36,556,560
<u>Safety Services</u>								
Director	553,560	-	-	-	-	-	-	553,560
Fire Suppression	8,801,940	-	-	-	-	-	-	8,801,940
Fire Prevention	463,910	-	-	-	-	-	-	463,910
Paramedics	325,930	-	-	-	-	-	-	325,930
Law Enforcement	10,141,180	-	-	-	-	-	-	10,141,180
Department Total	20,286,520	-	-	-	-	-	-	20,286,520
<b>TOTAL EXPENDITURES</b>	<b>35,508,344</b>	<b>20,589,571</b>	<b>8,251,922</b>	<b>635,086</b>	<b>2,719,348</b>	<b>2,485,080</b>	<b>2,730,449</b>	<b>72,919,800</b>

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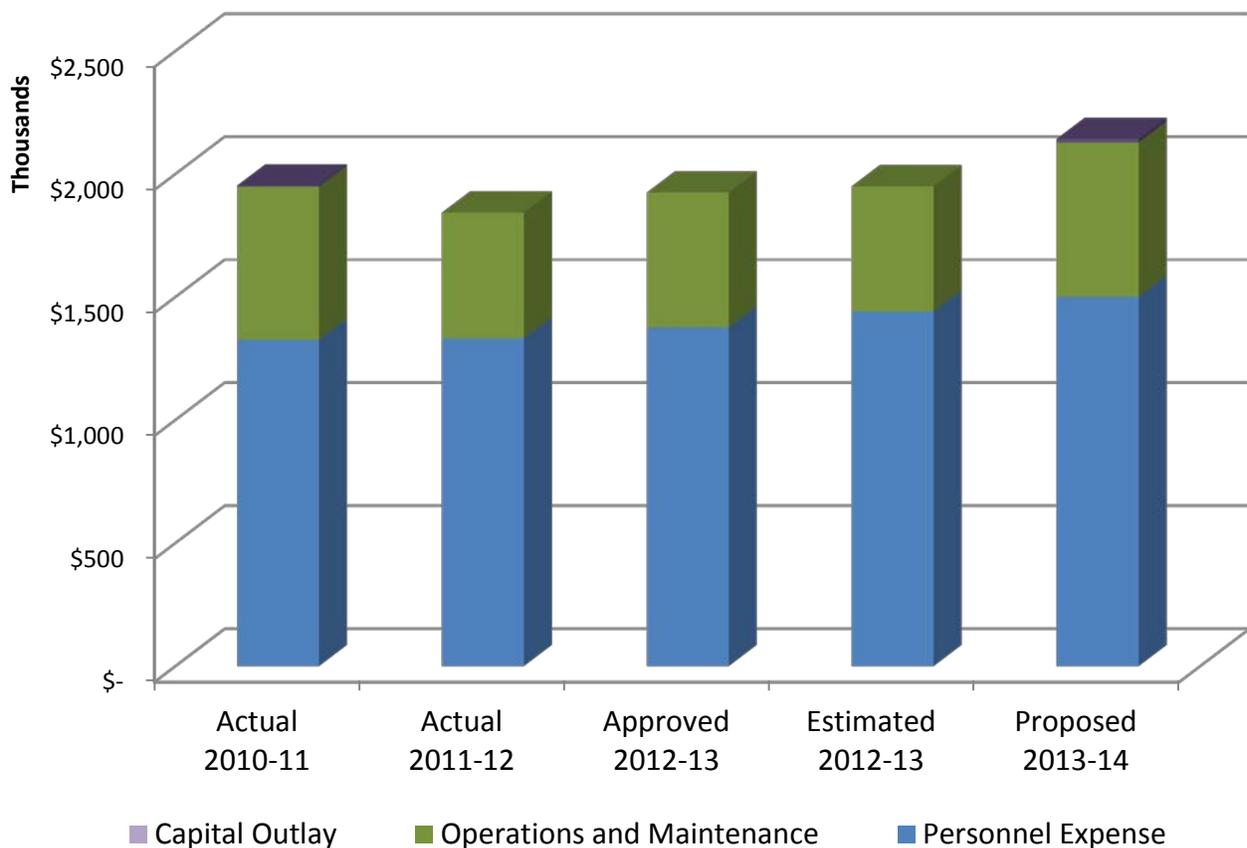
# LEGISLATIVE AND ADMINISTRATIVE





# LEGISLATIVE AND ADMINISTRATIVE DEPARTMENT

Expense Classification	2010-11 Actual	2011-12 Actual	2012-13 Approved	2012-13 Estimated	2013-14 Proposed
<i>Authorized Positions</i>	7.7	8.0	8.0	8.0	9.0
Personnel Expense	\$ 1,324,986	\$ 1,330,562	\$ 1,374,900	\$ 1,440,203	\$ 1,499,820
Operations and Maintenance	622,760	511,828	549,010	509,163	627,760
Capital Outlay	4,284	-	-	-	14,650
<b>Total Department Budget</b>	<b>\$ 1,952,030</b>	<b>\$ 1,842,390</b>	<b>\$ 1,923,910</b>	<b>\$ 1,949,366</b>	<b>\$ 2,142,230</b>



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# 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. Annually, the City Council selects a Councilmember to serve as Deputy Mayor.

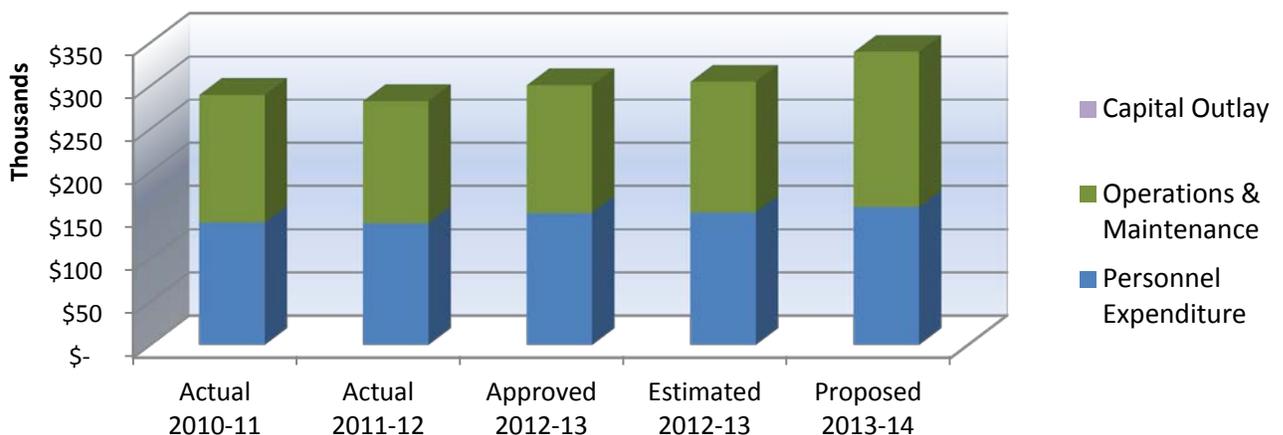
The City Council serves as the City's policy-making body, taking action on all legislative matters involving the approval and adoption of all City ordinances, resolutions, contracts, and matters requiring policy decision and leadership. In reaching policy decisions, the Council listens to public testimony and reviews proposals designed to meet community needs, while maintaining desired service levels.

The City Council appoints the City Manager and City Attorney, and establishes advisory committees to ensure broad-based input into City affairs. The City Council oversees the expenditure of all City funds throughout the fiscal year, initiates new programs to upgrade existing services, and determines the ability of the City to provide 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.

<b>Division Operating Budget</b> 	2010-11 Actual	2011-12 Actual	2012-13 Approved	2012-13 Estimated	2013-14 Proposed
◆ Personnel Expenditure	\$ 142,261	\$ 141,525	\$ 153,330	\$ 153,710	\$ 160,290
◇ Operations & Maintenance	\$ 147,621	\$ 141,137	\$ 147,860	\$ 151,481	\$ 179,570
◇ Capital Outlay	\$ -	\$ -	\$ -	\$ -	\$ -
<b>Division Total Operating Budget</b>	<b>\$ 289,882</b>	<b>\$ 282,662</b>	<b>\$ 301,190</b>	<b>\$ 305,191</b>	<b>\$ 339,860</b>



# CITY CLERK

## *Legislative and Administrative Department*

### *Division No: 0011*

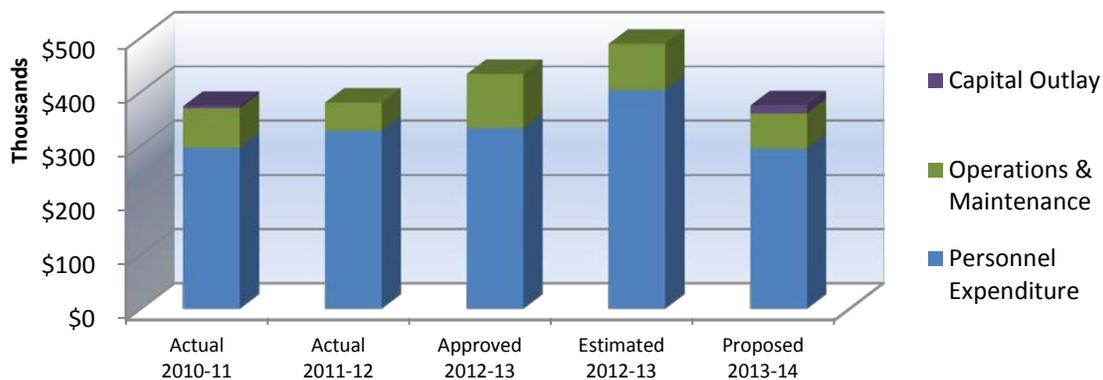
The City Clerk's Office coordinates the legislative process, administers City elections and manages City records. The Clerk serves as Secretary to the City Council, Planning Commission, Poway Housing Authority, Public Financing Authority, and Poway Oversight Board to the Successor Agency of the Poway 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 Clerk's Office is responsible for the City Council meeting agenda 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, 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.
- » Conduct the biennial update of the City's Conflict of Interest Code to review disclosure categories for position classifications and amend if necessary (June 2014).
- » Begin preparations for the November 2014 election for three members of the City Council.

<b>Division Activity Statistics</b>	2010-11 Actual	2011-12 Actual	2012-13 Approved	2012-13 Estimated	2013-14 Proposed
Legal Ads & Public Hearing Notices	170	124	150	150	150
Documents Recorded	200	79	150	150	150
City/Planning/Housing/OSB Resolutions	130/60/25	48/17/5/3	70/30/0/1	70/30/5/1/5	70/30/1/5
Ordinances Processed	25	14	25	25	25
Minute Pages Prepared (CC/OSB)	300	127	250	250/20	250/20
City & RDA Contracts/Agreements	55/10	74/3	100/0	100/3	100/0
Public Requests for Records	250	222	350	350	350
Fair Political Practices Commission Filing	204	151	150	180	150
Boxes Destroyed per Retention Schedule	107	108	200	200	200
<b>Division Operating Budget</b>					
<i>Authorized Positions (FTE)</i>	2.8	3.0	3.0	3.0	3.0
◆ Personnel Expenditure	\$297,076	\$328,075	\$333,460	\$403,736	\$295,070
◇ Operations & Maintenance	72,910	52,811	100,460	86,152	65,830
◇ Capital Outlay	4,284	-	-	-	14,650
<b>Division Total Operating Budget</b>	<b>\$374,270</b>	<b>\$380,886</b>	<b>\$433,920</b>	<b>\$489,888</b>	<b>\$375,550</b>



# CITY ATTORNEY

*Legislative and Administrative Department*

*Division No: 0012*

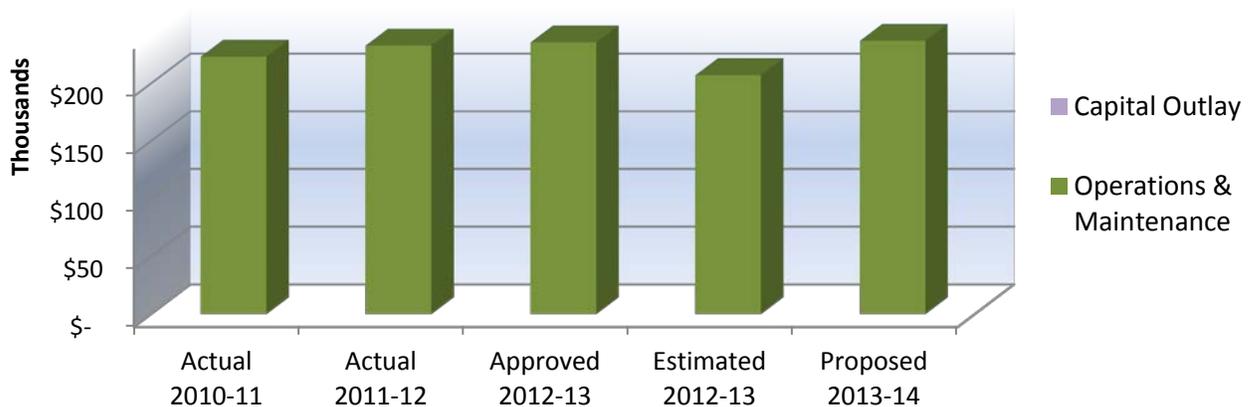
The City Attorney is appointed by the City Council to serve as legal advisor for all matters related to the operation and administration of the City. The City Attorney keeps the City Council and staff apprised of any legislative or legal developments that may affect the City.

Through a contract with the City, the City Attorney provides legal counsel, attends official meetings, and provides other specialized 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 also serves as legal advisor to other Council appointed boards and represents City officials and employees in matters relating to City business.

## Division Goals & Objectives

- » To provide the City Council with assistance in the development of policies based on sound legal principles, which enables the City to accomplish its goals and objectives.
- » To keep the City Council and staff apprised of any legislative and legal developments that may affect the City.
- » To prepare ordinances and resolutions necessary to implement City Council policies and to keep the Municipal Code up to date.

<b>Division Operating Budget</b> 	2010-11 Actual	2011-12 Actual	2012-13 Approved	2012-13 Estimated	2013-14 Proposed
◆ Operations & Maintenance	\$ 223,249	\$ 232,926	\$ 235,650	\$ 207,164	\$ 237,030
◇ Capital Outlay	-	-	-	-	-
<b>Division Total</b>	<b>\$ 223,249</b>	<b>\$ 232,926</b>	<b>\$ 235,650</b>	<b>\$ 207,164</b>	<b>\$ 237,030</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.

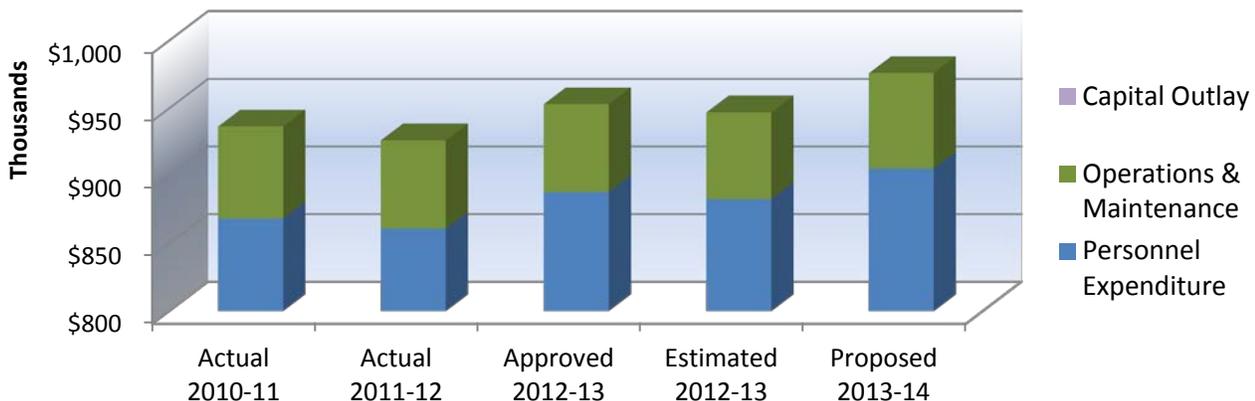
The City Manager advises the City Council on all legislative and policy matters and provides recommendations to the City Council to assist them in making the most effective and efficient policies to address the needs of the community. The City Manager is responsible for implementation and enforcement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

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, honest budget, reducing the cost of municipal services, using precise cost allocation to City funds, and improving cost recovery for direct benefit services.
- » Strengthen the City's disaster preparedness systems and training.

<b>Division Operating Budget</b>	2010-11	2011-12	2012-13	2012-13	2013-14
	Actual	Actual	Approved	Estimated	Proposed
<i>Authorized Positions (FTE)</i>	5.0	5.0	5.0	5.0	5.0
◆ Personnel Expenditure	\$ 868,395	\$ 860,961	\$ 888,110	\$ 882,757	\$ 905,500
◇ Operations & Maintenance	68,189	65,387	65,040	64,366	70,680
◇ Capital Outlay	-	-	-	-	-
<b>Division Total</b>	<b>\$ 936,584</b>	<b>\$ 926,348</b>	<b>\$ 953,150</b>	<b>\$ 947,123</b>	<b>\$ 976,180</b>



# ECONOMIC DEVELOPMENT

*Legislative and Administrative Department*

*Division No: 0014*

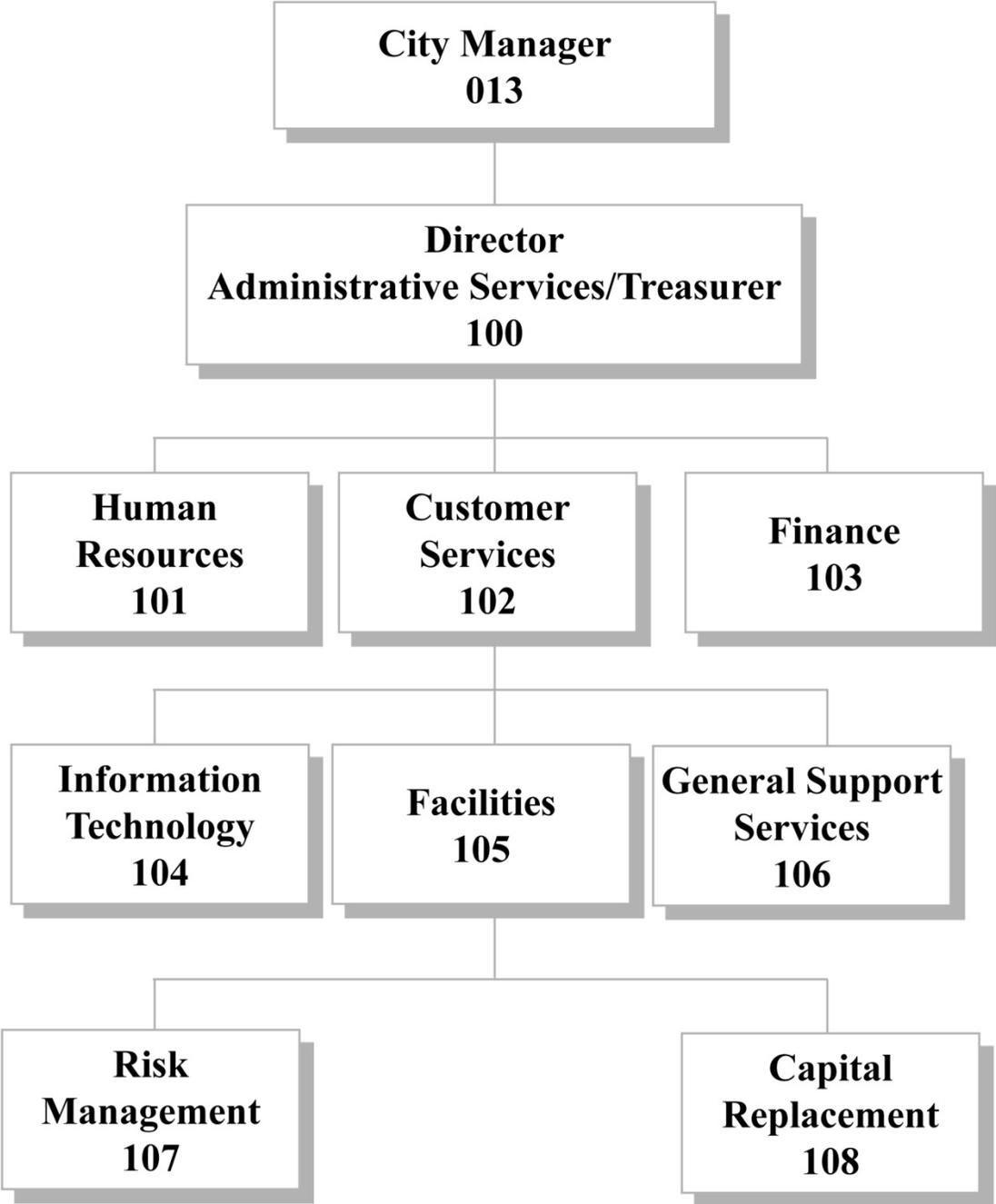
The Economic Development Division fosters a strong and diverse economic base, which supports jobs and tax revenues. The City partners with local business groups, private sector businesses and regional stakeholders to identify appropriate business and development opportunities to enhance long-term economic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

Economic Development was a division of the Redevelopment Services Department until 2011. It was moved to the City Manager's department in FY 2011-12, due to the imminent dissolution of the RDA by the State Legislature.

<b>Division Activity Statistics</b>	2010-11 Actual	2011-12 Actual	2012-13 Approved	2012-13 Estimated	2013-14 Proposed
Number of business retention visits	N/A	38	40	-	40
<b>Division Operating Budget</b> 					
<i>Authorized Positions (FTE)</i>	-	-	-	-	1.0
◆ Personnel Expenditure	\$ 17,254	\$ -	\$ -	\$ -	\$ 138,960
◆ Operations & Maintenance	110,791	19,567	-	-	74,650
◆ Capital Outlay	-	-	-	-	-
<b>Division Total</b>	\$ 128,045	\$ 19,567	\$ -	\$ -	\$ 213,610

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# ADMINISTRATIVE SERVICES

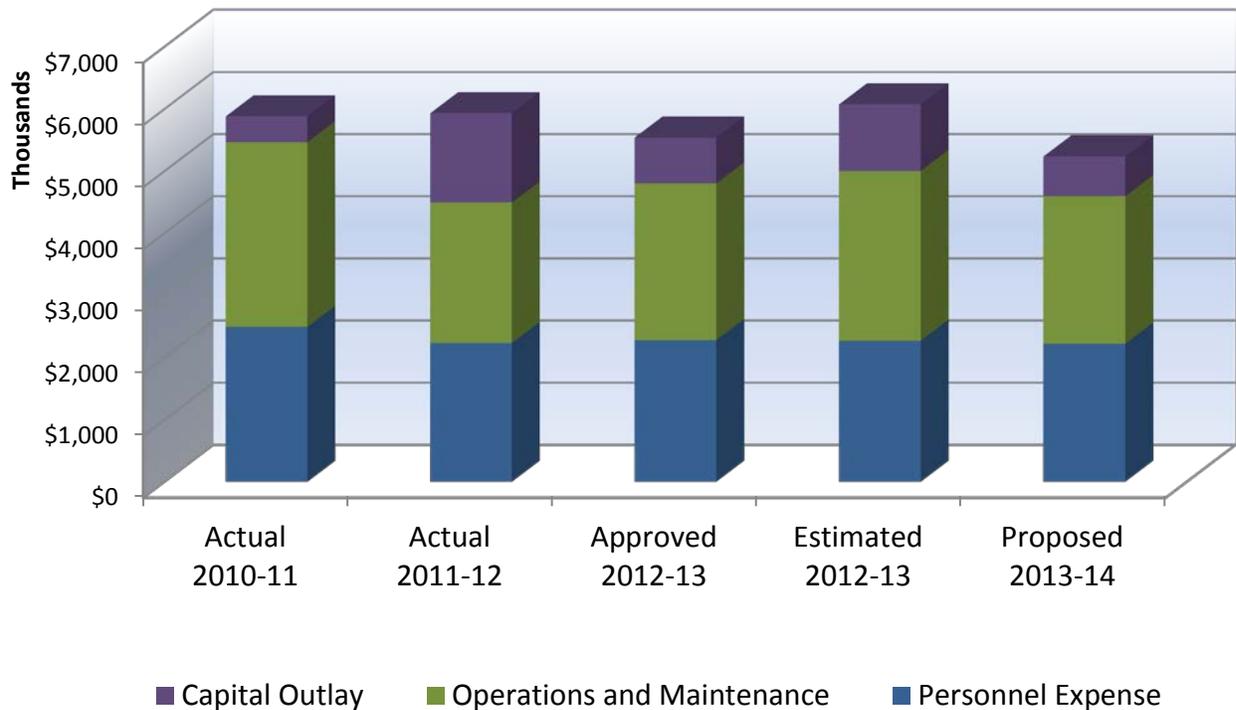




# ADMINISTRATIVE SERVICES

*Department Code: 0100*

Expense Classification	2010-11 Actual	2011-12 Actual	2012-13 Approved	2012-13 Estimated	2013-14 Proposed
<i>Authorized Positions</i>	25.0	20.4	20.0	20.0	20.0
Personnel Expense	\$2,493,939	\$2,234,928	\$2,283,120	\$2,272,755	\$2,223,080
Operations and Maintenance	2,975,101	2,261,545	2,519,930	2,731,979	2,375,130
Capital Outlay	415,750	1,438,605	738,920	1,072,678	641,650
<b>Total Department Budget</b>	<b>\$5,884,790</b>	<b>\$5,935,078</b>	<b>\$5,541,970</b>	<b>\$6,077,412</b>	<b>\$5,239,860</b>



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# DIRECTOR OF ADMINISTRATIVE SERVICES

*Administrative Services Department*

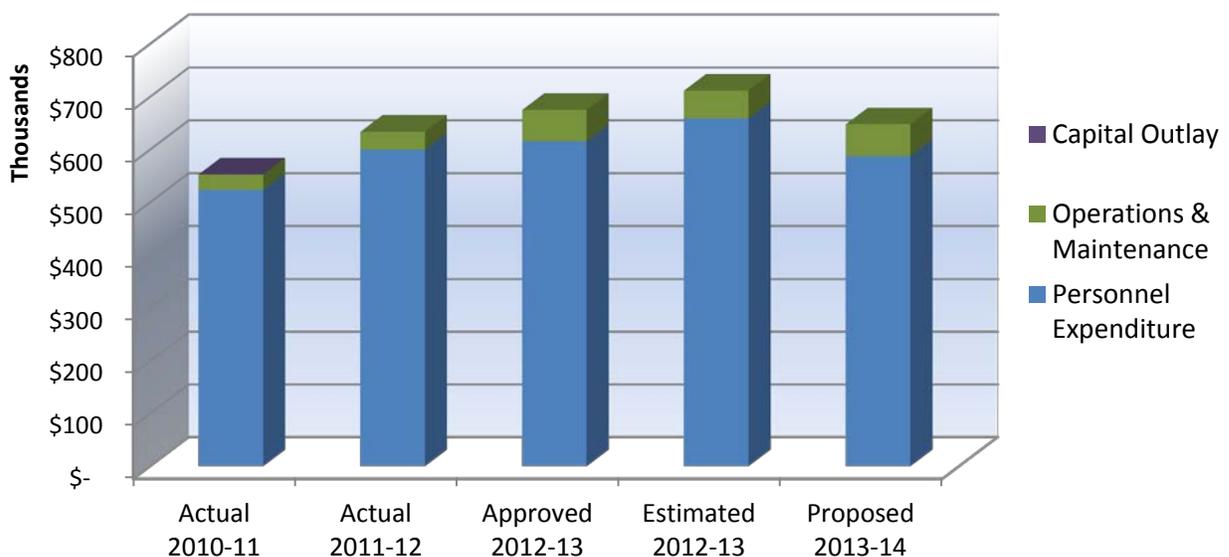
*Division No: 0100*

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

- » Implement the timely disposition of assets and properties of the former Poway Redevelopment Agency as directed by the Oversight Board.
- » Develop and maintain the Recognized Obligations Payment Schedule (ROPS) and other requirements associated with administration of the Successor Agency to the former Poway Redevelopment Agency.
- » Complete a formal evaluation of the technology infrastructure included within the Council Chambers to determine an appropriate plan for future reinvestment.

<b>Division Operating Budget</b> 	2010-11 Actual	2011-12 Actual	2012-13 Approved	2012-13 Estimated	2013-14 Proposed
<i>Authorized Positions (FTE)</i>	3.2	4.0	4.0	4.0	4.5
◆ Personnel Expenditure	\$ 524,402	\$ 600,446	\$ 615,810	\$ 658,968	\$ 587,820
◇ Operations & Maintenance	28,452	33,658	59,590	53,017	60,310
◇ Capital Outlay	264	-	-	-	-
<b>Division Total</b>	<b>\$ 553,118</b>	<b>\$ 634,103</b>	<b>\$ 675,400</b>	<b>\$ 711,985</b>	<b>\$ 648,130</b>



# HUMAN RESOURCES

*Administrative Services Department*

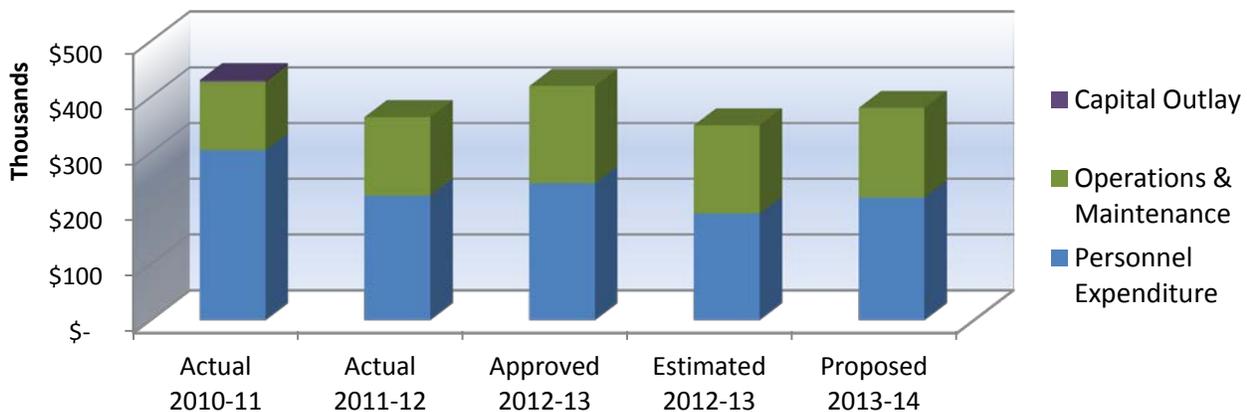
*Division No: 0101*

The Human Resources Division is responsible for providing comprehensive, centralized personnel services to employees and departments. The Division implements and administers personnel policies and practices, classification system, compensation, benefits, training, workers' compensation, recruitment and labor relations. The Division is also responsible for maintaining all personnel records and the employee service awards program.

## Division Goals & Objectives

- » Implement an on-line certification and notification system, allowing hiring departments to receive eligibility lists and applications on-line, schedule interviews on-line, and send notifications to applicants via electronic mail.
- » In conjunction with new policies and procedures, provide training to all supervisors on identifying substance abuse.
- » Meet and confer with the represented employee groups on the implementation of updated DOT drug testing regulations; provide additional training to supervisors who oversee DOT drivers.
- » Implement an on-line benefit enrollment process for employees.

<b>Division Activity Statistics</b>	2010-11 Actual	2011-12 Actual	2012-13 Approved	2012-13 Estimated	2013-14 Proposed
Training/Info Sessions offered	32	17	20	10	20
Full & Part-Time Recruitments	32	18	15	15	15
Personnel Transactions	310	300	300	300	300
Employment Applications	2,765	2,572	1,500	2,000	2,000
Workers' Comp Claims Processed	37	39	35	40	35
<b>Division Operating Budget</b> 					
<i>Authorized Positions (FTE)</i>	2.9	1.9	2.0	2.0	2.0
◆ Personnel Expenditure	\$ 304,539	\$ 223,626	\$ 245,480	\$ 191,085	\$ 220,280
◆ Operations & Maintenance	123,403	140,933	174,740	158,759	160,740
◆ Capital Outlay	3,250	-	-	-	-
<b>Division Total</b>	<b>\$ 431,192</b>	<b>\$ 364,559</b>	<b>\$ 420,220</b>	<b>\$ 349,844</b>	<b>\$ 381,020</b>



# CUSTOMER SERVICES

## Administrative Services Department

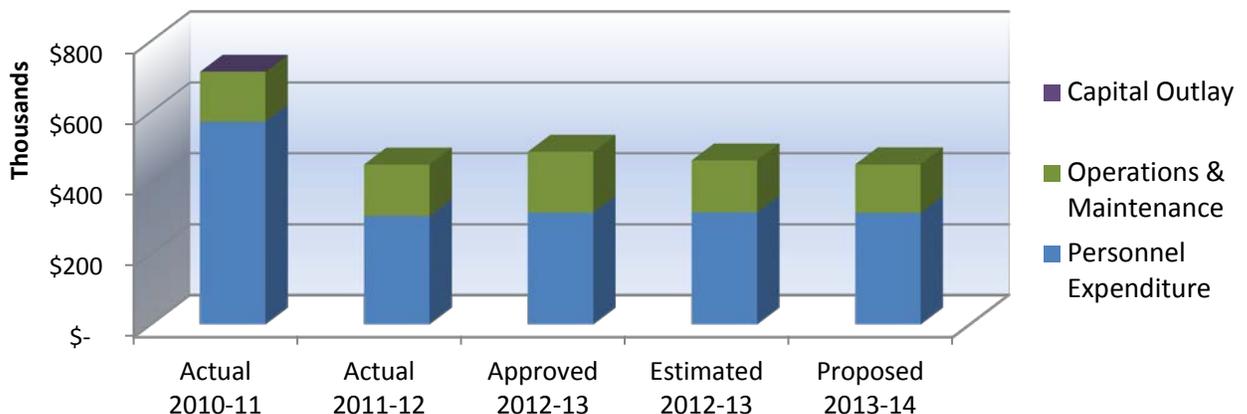
Division No: 0102

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 and business certificates.

### Division Goals & Objectives

- » Complete the conversion to the new water and sewer utility billing system, including a public awareness campaign and the implementation of electronic banking services used by “Customer Connect,” the web-based customer service portal for on-line payments, consumption 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.

Division Activity Statistics	2010-11 Actual	2011-12 Actual	2012-13 Approved	2012-13 Estimated	2013-14 Proposed
Past due notices	7,014	7,496	8,000	7,500	7,500
Delinquent accounts (doors tagged)	2,408	2,142	2,800	2,200	2,200
Delinquent turn-offs	234	246	280	250	250
New/Closing account service orders	2,818	2,808	2,800	2,800	2,800
New business registrations/renewals	1,128	1,418	1,110	1,250	1,250
Regulatory Licenses issued/renewals	49	42	50	60	60
<b>Division Operating Budget</b> 					
<i>Authorized Positions (FTE)</i>	7.7	4.0	4.0	4.0	4.0
◆ Personnel Expenditure	\$ 572,826	\$ 307,247	\$ 317,330	\$ 317,672	\$ 316,140
◆ Operations & Maintenance	141,278	144,418	170,610	146,094	136,240
◆ Capital Outlay	395	-	-	-	-
<b>Division Total</b>	<b>\$ 714,499</b>	<b>\$ 451,665</b>	<b>\$ 487,940</b>	<b>\$ 463,766</b>	<b>\$ 452,380</b>



# FINANCE

## Administrative Services Department

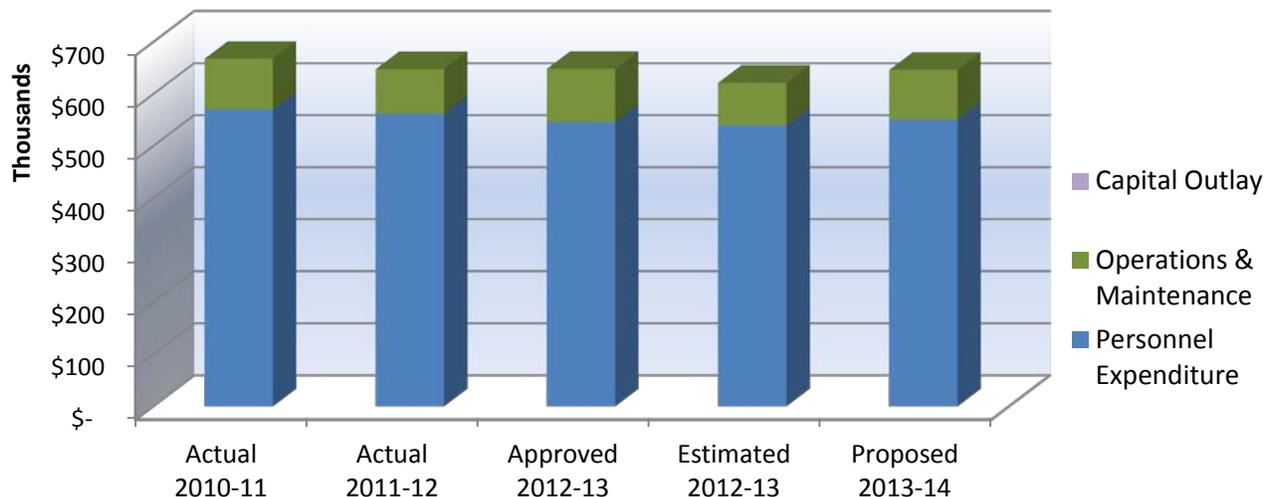
### Division No: 0103

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

- » Issue a Request for Proposals for Banking Services and award a replacement contract.
- » Provide Successor Agency Administrative Support including on-going reporting requirements concerning Recognized Obligation Payment Schedule (ROPS) 13-14B and 14-15A.
- » Examine further automation of accounts payable processes, including vendor payment, accounts-payable invoices, and Fire Suppression staff time sheets.

Division Activity Statistics	2010-11 Actual	2011-12 Actual	2012-13 Approved	2012-13 Estimated	2013-14 Proposed
Investment Portfolio (average, in millions)	\$123.0	\$120.8	\$100.0	\$115.0	\$100.6
Investment Earnings (in millions)	\$1.7	\$1.0	\$0.5	\$0.7	\$0.6
Purchase Orders Processed	443	516	400	400	400
Vendor Warrants Processed	7,063	16,574	6,750	7,300	7,000
Payroll Warrants Processed	7,605	7,890	7,500	7,030	7,030
<b>Division Operating Budget</b> 					
Authorized Positions (FTE)	5.9	5.3	5.0	5.0	5.0
◆ Personnel Expenditure	\$ 570,922	\$ 562,757	\$ 546,480	\$ 539,929	\$ 551,160
◆ Operations & Maintenance	97,564	85,705	102,550	82,121	95,760
◆ Capital Outlay	-	-	-	-	-
<b>Division Total</b>	<b>\$ 668,486</b>	<b>\$ 648,462</b>	<b>\$ 649,030</b>	<b>\$ 622,050</b>	<b>\$ 646,920</b>



# INFORMATION TECHNOLOGY

*Administrative Services Department*

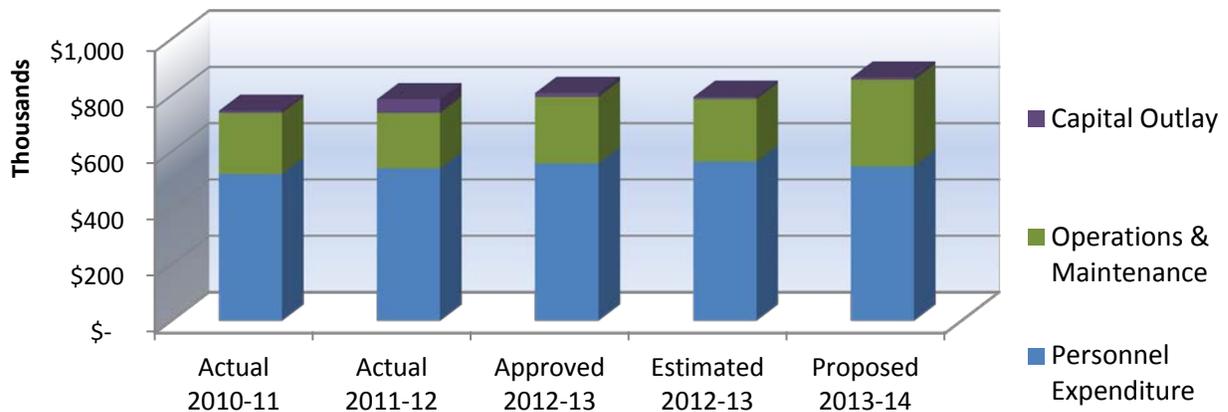
*Division No: 0104*

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

- » Implement video archiving and indexing for the City’s website, allowing the public to access and view past Council meetings and review actions taken.
- » Implement a Legislative Management suite to provide comprehensive and automated tools for managing Council meeting agenda processes, including the ability to track agenda items; enhance organization; improve storage and retrieval of electronic documents; provide consistent workflow to publish agenda and minutes documents on-line; and ensure records availability for the public.
- » Upgrade the City’s website and content management system, including an updated homepage to improve functionality and design, a mobile-ready format, customer relations management, homepage module editing, social media, and improved search engine, file and page management, page editing, and page version controls.

<b>Division Activity Statistics</b>	2010-11 Actual	2011-12 Actual	2012-13 Approved	2012-13 Estimated	2013-14 Proposed
Computers and Servers in Service	325	305	305	308	310
Help Desk total service calls	842	976	900	920	950
Computer replacements/installations	10	223	5	13	12
Phones in Service	425	425	425	425	425
<b>Division Operating Budget</b>					
<i>Authorized Positions (FTE)</i>	5.2	5.2	5.0	5.0	4.5
◆ Personnel Expenditure	\$ 521,252	\$ 540,852	\$ 558,020	\$ 565,101	\$ 547,680
◇ Operations & Maintenance	217,046	198,180	237,380	222,398	309,210
◇ Capital Outlay	8,012	48,428	14,650	8,000	7,300
<b>Division Total</b>	<b>\$ 746,310</b>	<b>\$ 787,460</b>	<b>\$ 810,050</b>	<b>\$ 795,499</b>	<b>\$ 864,190</b>



# CAPITAL REPLACEMENT & FACILITIES RENOVATION

*Administrative Services Department*

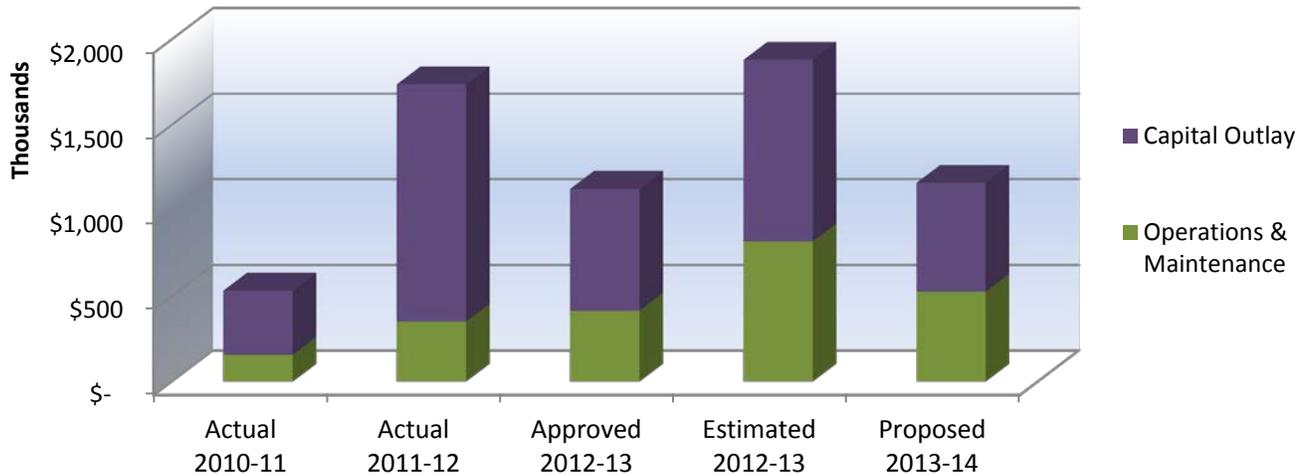
*Division No: 0105, 0108*

The Capital Replacement (0108) and Facilities Renovation (0105) Divisions are cost centers that contain funding for the improvement and renovation of facilities and the replacement of equipment and vehicles. These activities are 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 has 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> 	2010-11 Actual	2011-12 Actual	2012-13 Approved	2012-13 Estimated	2013-14 Proposed
◇ Operations & Maintenance	\$ 157,472	\$ 352,428	\$ 415,930	\$ 822,643	\$ 527,900
◇ Capital Outlay	376,348	1,387,594	710,270	1,060,890	634,350
<b>Division Total</b>	<b>\$ 533,821</b>	<b>\$ 1,740,022</b>	<b>\$ 1,126,200</b>	<b>\$ 1,883,533</b>	<b>\$ 1,162,250</b>



# GENERAL SUPPORT SERVICES

## Administrative Services Department

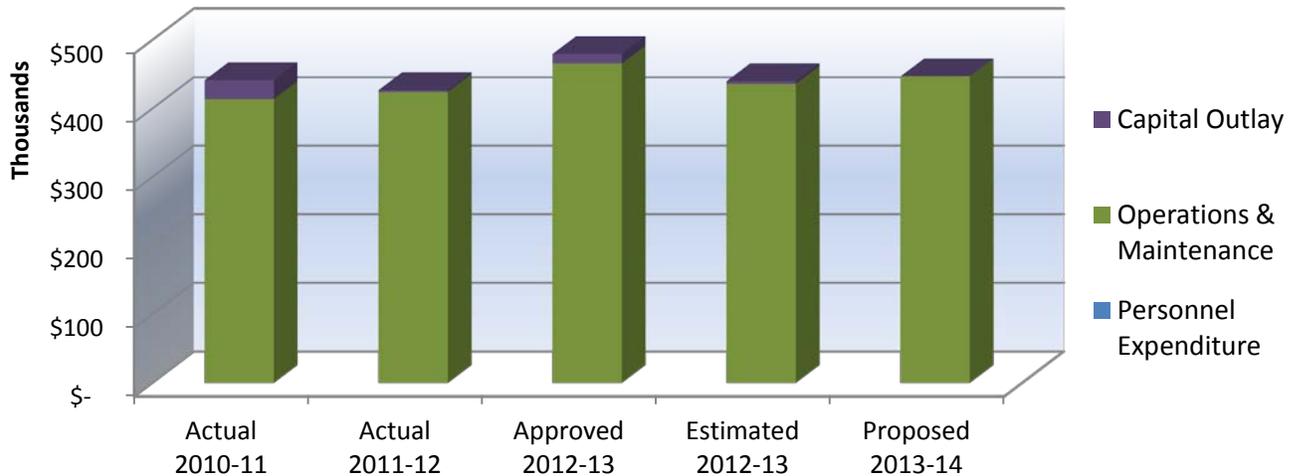
Division No: 0106

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 is 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> 	2010-11 Actual	2011-12 Actual	2012-13 Approved	2012-13 Estimated	2013-14 Proposed
<i>Authorized Positions (FTE)</i>	-	-	-	-	-
◆ Personnel Expenditure	\$ -	\$ -	\$ -	\$ -	\$ -
◇ Operations & Maintenance	414,216	424,646	466,080	436,370	447,260
◇ Capital Outlay	27,349	2,583	14,000	3,788	-
<b>Division Total</b>	<b>\$ 441,565</b>	<b>\$ 427,229</b>	<b>\$ 480,080</b>	<b>\$ 440,158</b>	<b>\$ 447,260</b>



# RISK MANAGEMENT

*Administrative Services Department*

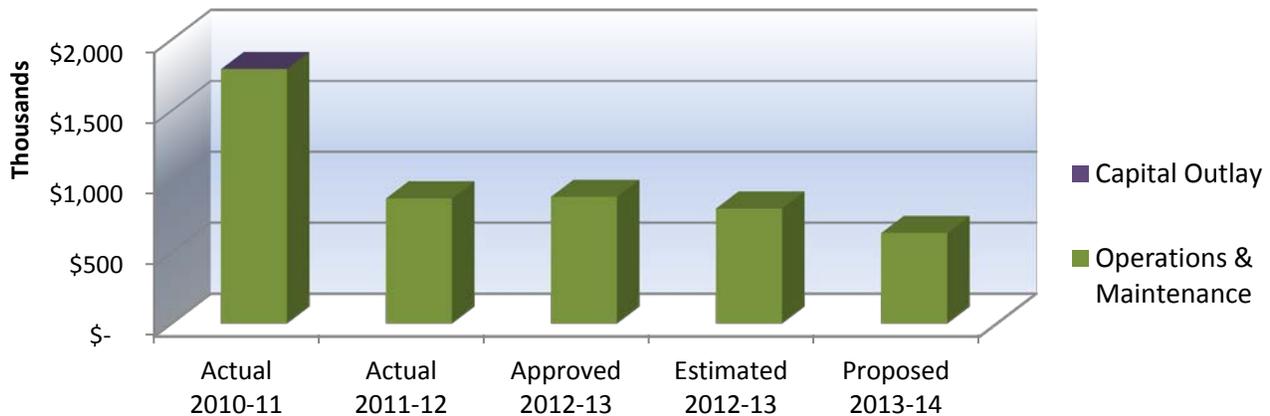
*Division No: 0107*

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 Joint Powers Insurance Authority (JPIA), manages insurance policies, coordinates a citywide safety program, and oversees liability claim contingencies and training opportunities on risk management topics.

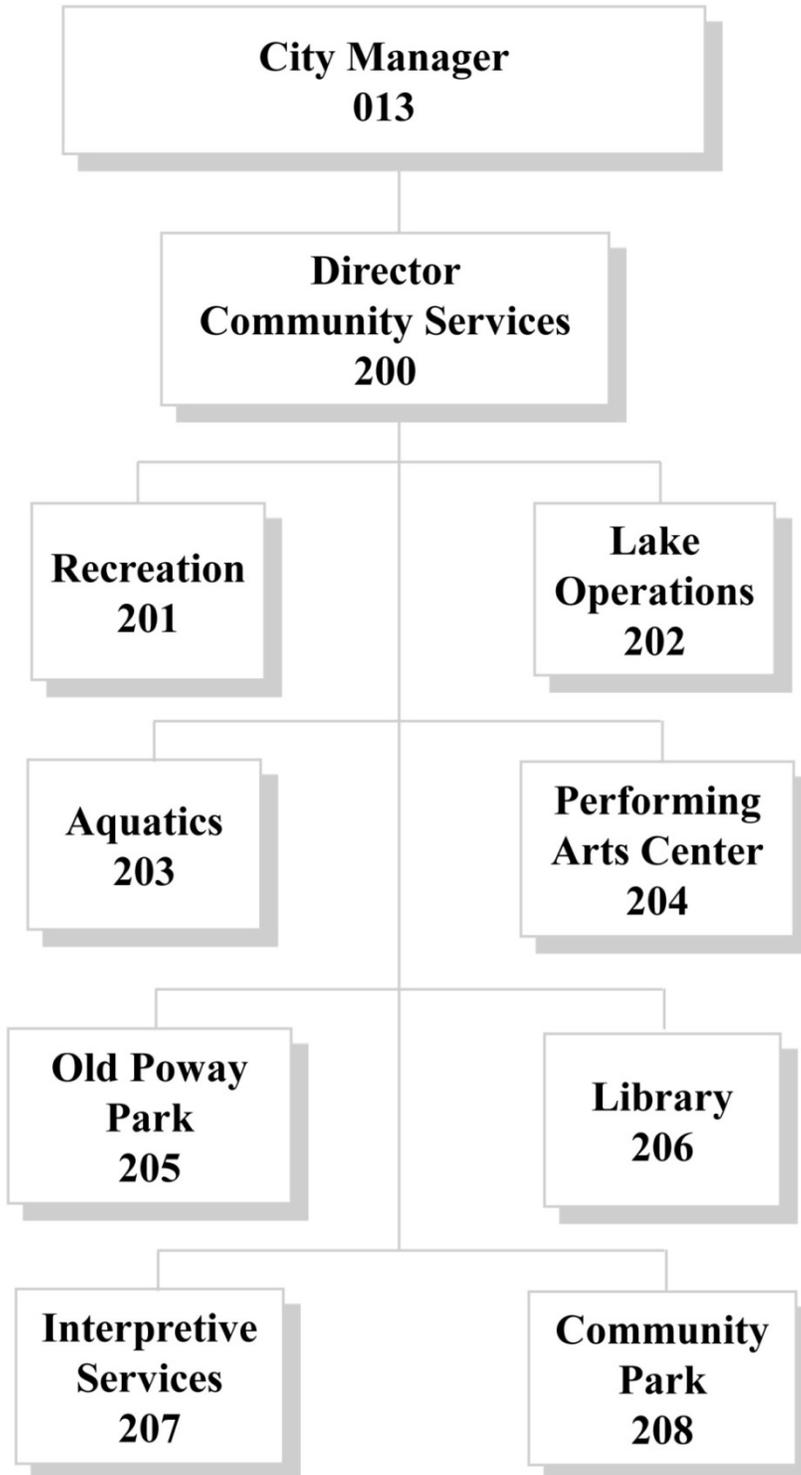
## Division Goals & Objectives

- » Implement a centralized function under the risk management program to coordinate Cal-OSHA compliance tasks undertaken by the various departments.
- » Work with the Finance Division to complete the annual Underwriters Report for submittal to the Joint Powers Insurance Authority (JPIA).
- » Facilitate the JPIA safety inspection of City facilities and coordinate the implementation of any corrective measures.

Division Activity Statistics	2010-11 Actual	2011-12 Actual	2012-13 Approved	2012-13 Estimated	2013-14 Proposed
Tort Liability Claims Processed	29	17	NA	17	N/A
<b>Division Operating Budget</b>					
◊ Operations & Maintenance	\$ 1,795,670	\$ 881,577	\$ 893,050	\$ 810,579	\$ 637,710
◊ Capital Outlay	132	-	-	-	-
<b>Division Total</b>	\$ 1,795,801	\$ 881,578	\$ 893,050	\$ 810,579	\$ 637,710



# COMMUNITY SERVICES

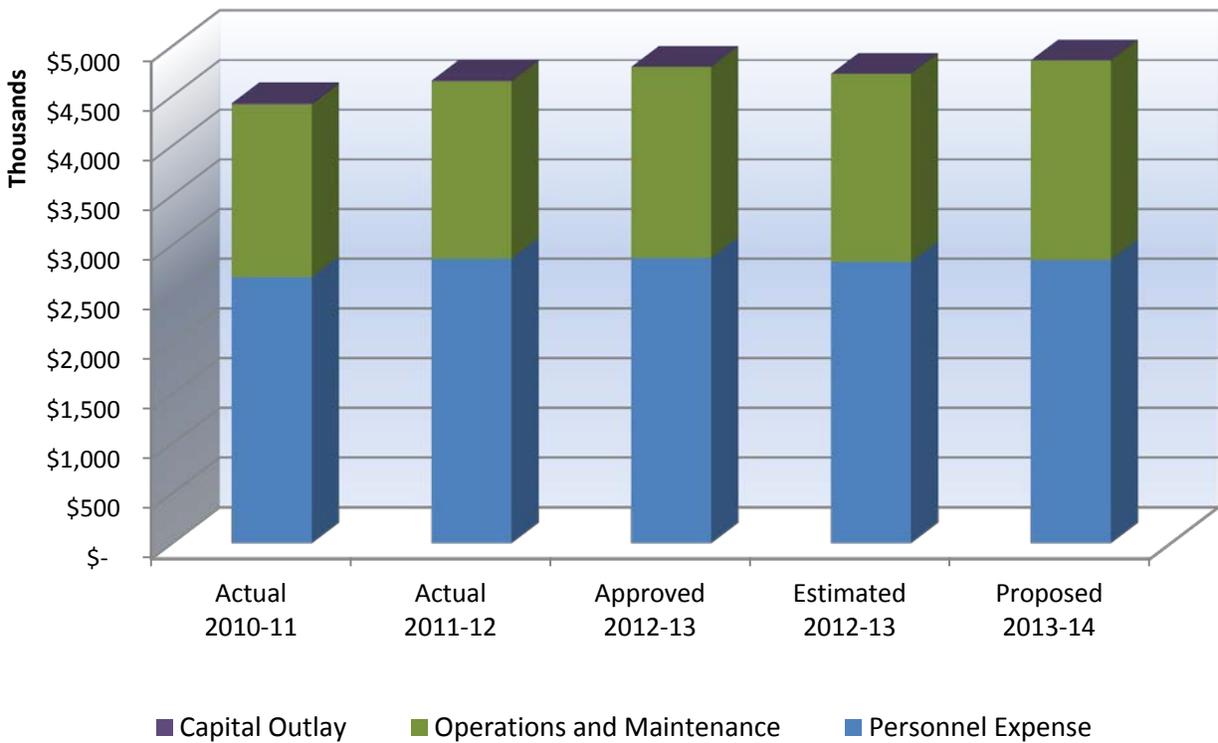




# COMMUNITY SERVICES

Department Code: 0200

Expense Classification	2010-11 Actual	2011-12 Actual	2012-13 Approved	2012-13 Estimated	2013-14 Proposed
<i>Authorized Positions</i>	60.8	57.1	45.6	45.6	45.8
Personnel Expense	\$ 2,680,557	\$ 2,867,264	\$ 2,873,290	\$ 2,833,553	\$ 2,852,790
Operations and Maintenance	1,739,545	1,784,113	1,924,170	1,892,211	2,008,860
Capital Outlay	13,858	9,207	2,000	3,500	4,000
<b>Total Department Budget</b>	<b>\$ 4,433,960</b>	<b>\$ 4,660,584</b>	<b>\$ 4,799,460</b>	<b>\$ 4,729,264</b>	<b>\$ 4,865,650</b>



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# DIRECTOR OF COMMUNITY SERVICES

*Community Services Department*

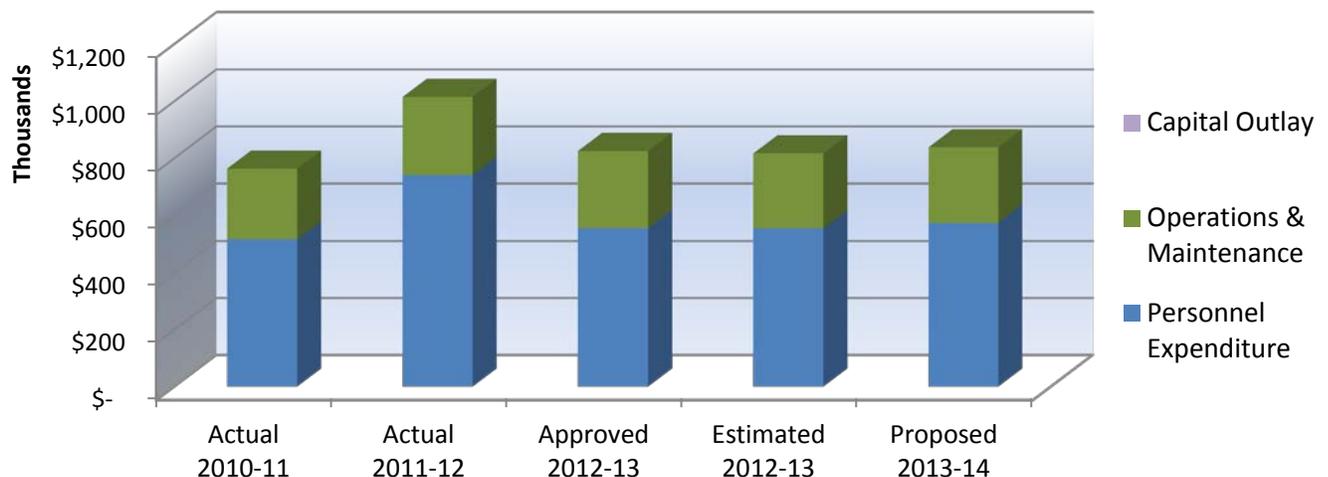
*Division No: 0200*

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

- » Coordinate with the Human Resources Division to update volunteer policies and procedures, and streamline the application process.
- » Provide volunteers an opportunity to be involved in the community. Recognize their service during the annual City in the Country Volunteer Appreciation Picnic.
- » Use technology to improve outreach and publicity for special events and community programs. Assess opportunities and develop a social media presence to enhance marketing.
- » Work with Development Services to continue the conceptual plan and design process for the future Community Center, and prepare operational estimates.
- » Partner with businesses and organizations to provide special events, programming, and activities.

<b>Division Operating Budget</b> 	2010-11 Actual	2011-12 Actual	2012-13 Approved	2012-13 Estimated	2013-14 Proposed
<i>Authorized Positions (FTE)</i>	4.6	5.3	4.0	4.0	4.0
◆ Personnel Expenditure	\$ 517,860	\$ 741,054	\$ 557,690	\$ 556,278	\$ 575,620
◇ Operations & Maintenance	245,539	274,118	267,980	260,973	262,680
◇ Capital Outlay	-	-	-	-	-
<b>Division Total</b>	<b>\$ 763,399</b>	<b>\$ 1,015,172</b>	<b>\$ 825,670</b>	<b>\$ 817,251</b>	<b>\$ 838,300</b>



# RECREATION

Community Services Department

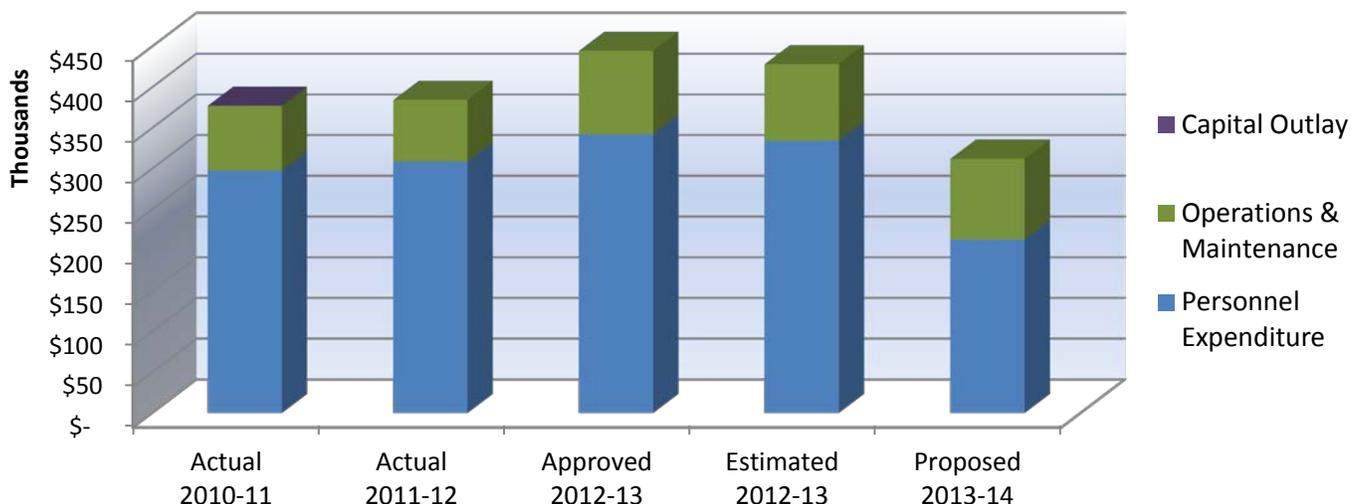
Division No: 0201

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

- » Provide opportunities for Poway's teen populations to recreate, participate in positive activities, and grow their leadership skills by utilizing gymnasiums for contract programming for teens.
- » Coordinate programs that promote increased activity, and health and wellness through partnerships with youth sports organizations, provision of open play, and organized recreation opportunities.
- » Utilize technology to streamline the field reservation process and procedures for youth sports organizations.

Division Activity Statistics	2010-11 Actual	2011-12 Actual	2012-13 Approved	2012-13 Estimated	2013-14 Proposed
Total Sports Field Participants	100,100	105,600	110,000	110,000	110,000
Total Sports Field Hours Used	12,500	13,300	13,700	13,850	14,000
Open Play Participants-Meadowbrook	18,383	24,233	24,230	24,730	25,230
Open Play Participants-Twin Peaks	24,329	29,650	29,600	29,600	29,600
<b>Division Operating Budget</b> 					
Authorized Positions (FTE)	4.9	4.9	4.9	4.9	3.6
◆ Personnel Expenditure	\$ 297,606	\$ 308,507	\$ 342,630	\$ 334,495	\$ 213,100
◆ Operations & Maintenance	79,793	76,167	102,590	94,255	99,240
◆ Capital Outlay	129	-	-	-	-
<b>Division Total</b>	<b>\$ 377,528</b>	<b>\$ 384,674</b>	<b>\$ 445,220</b>	<b>\$ 428,750</b>	<b>\$ 312,340</b>



\*Recreation programming at Community Park moved to division 0208 - Community Park in FY 2010-11. Existing staff and program expenditures are now distributed between the two divisions.

# LAKE POWAY RECREATION AREA

Community Services Department

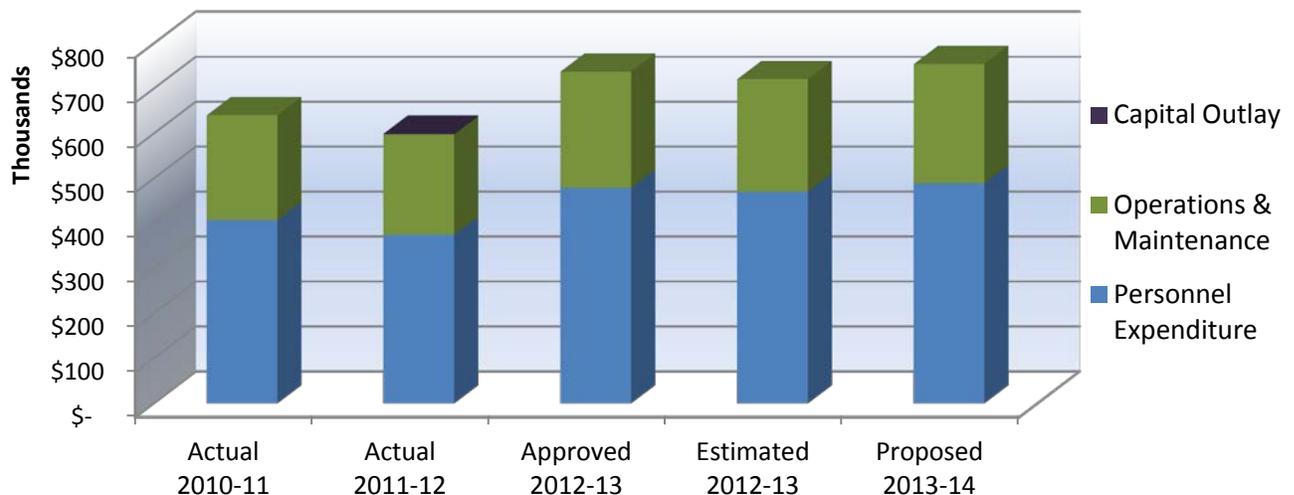
Division No: 0202

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

- » Provide special events and community programs, including fishing derbies, concerts, campouts, and day camp.
- » Work closely with the new Lake Poway Concession operator to enhance event and program partnership opportunities and improve public service levels.
- » Provide opportunities for Poway's teen populations to recreate, participate in positive activities and grow their leadership skills by launching a teen-themed event and by establishing day camp counselor-in-training objectives and measuring success.

Division Activity Statistics	2010-11 Actual	2011-12 Actual	2012-13 Approved	2012-13 Estimated	2013-14 Proposed
Fishing Permits	24,350	27,123	24,350	27,000	27,500
Boat Rentals	8,200	9,927	8,600	9,000	10,000
Facility Rental Reservations	431	544	450	500	525
Parking Permits	18,368	21,362	19,000	21,000	22,500
Day Camp/Counselor in Training	576	576	584	592	592
<b>Division Operating Budget</b> 					
Authorized Positions (FTE)	10.9	9.9	9.3	9.3	9.5
◆ Personnel Expenditure	\$ 408,024	\$ 375,193	\$ 479,160	\$ 471,589	\$ 489,740
◆ Operations & Maintenance	233,146	223,411	259,160	250,158	265,730
◆ Capital Outlay	-	1,535	-	-	-
<b>Division Total</b>	<b>\$ 641,170</b>	<b>\$ 600,139</b>	<b>\$ 738,320</b>	<b>\$ 721,747</b>	<b>\$ 755,470</b>



# AQUATICS

## Community Services Department

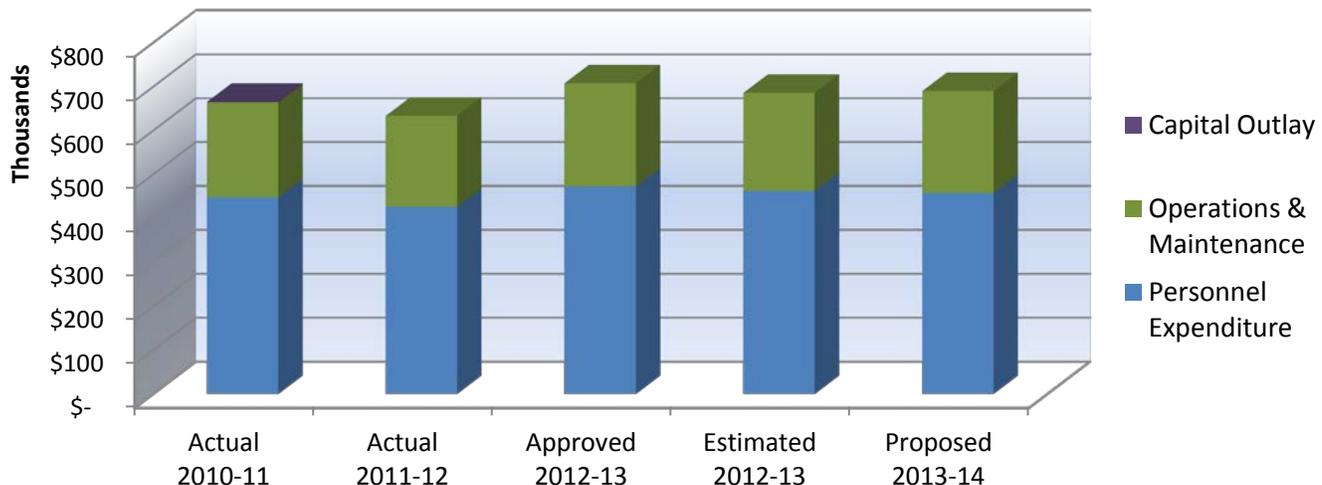
### Division No: 0203

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

- » Provide special events and community programs such as the Swim-In Movie, Learn to Swim, lifeguard training, and water exercise.
- » Provide opportunities for Poway's teen populations to recreate, participate in positive activities and grow their leadership skills by providing lifeguard training and partnering with local organizations to promote teen specific programs.
- » Coordinate with the Public Works and Development Services departments to ensure the smooth operation of the facility while major improvements are being completed.

Division Activity Statistics	2010-11 Actual	2011-12 Actual	2012-13 Approved	2012-13 Estimated	2013-14 Proposed
Swim Classes/Private lessons	500	490	550	550	500
Swim Lesson Participants	1,635	1,628	1,500	1,500	1,300
Total Daily attendance	33,600	31,150	31,000	31,000	29,000
Community Events	2	1	1	1	1
Event Attendance	600	235	250	175	200
Swim Meet Attendance	7,500	7,500	7,500	7,500	7,500
<b>Division Operating Budget</b> 					
<i>Authorized Positions (FTE)</i>	18.7	17.1	10.9	10.9	10.9
◆ Personnel Expenditure	\$ 448,266	\$ 426,609	\$ 472,250	\$ 462,884	\$ 457,400
◇ Operations & Maintenance	216,172	207,262	236,150	223,464	232,920
◇ Capital Outlay	1,145	-	-	-	-
<b>Division Total</b>	<b>\$ 665,583</b>	<b>\$ 633,871</b>	<b>\$ 708,400</b>	<b>\$ 686,348</b>	<b>\$ 690,320</b>



# PERFORMING ARTS CENTER

*Community Services Department*

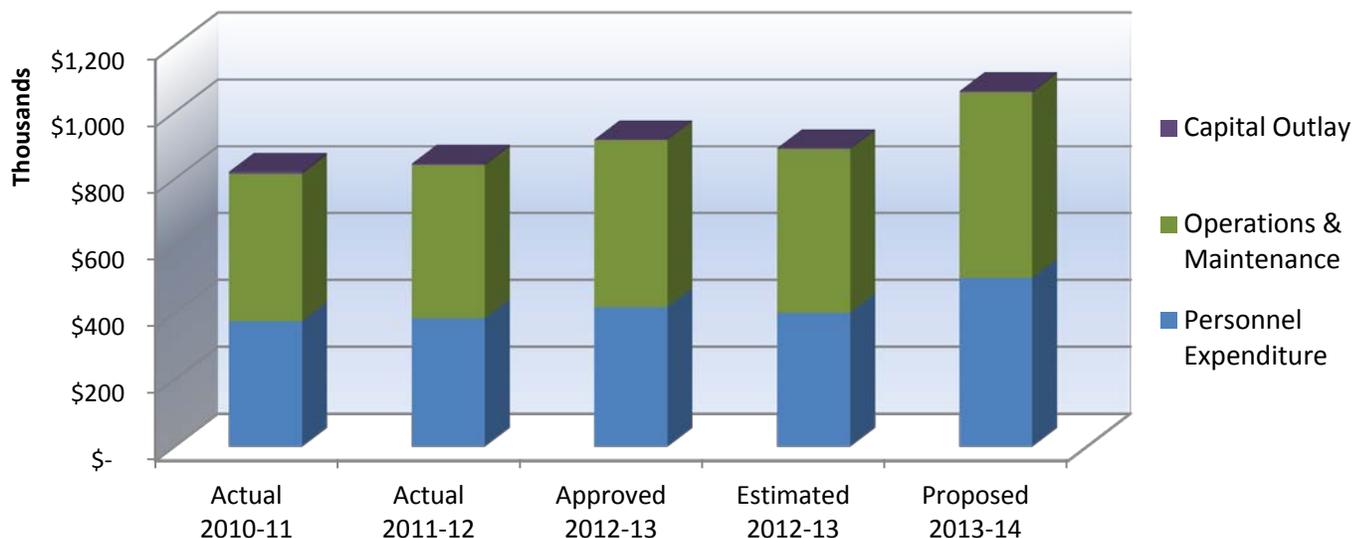
*Division No: 0204*

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

- » Provide volunteers an opportunity to be involved in the community and rewarded by their service. Work closely to ensure volunteers receive training to provide friendly, informed, and professional services.
- » Coordinate with the Public Works and Development Services departments to ensure smooth operation while the facility boiler is replaced during the repair and maintenance period in July and August.
- » In advance of the term end-date, work directly with the Poway Center for the Performing Arts Foundation to execute a new programming agreement.

Division Activity Statistics	2010-11 Actual	2011-12 Actual	2012-13 Approved	2012-13 Estimated	2013-14 Proposed
Total Performances	142	165	154	155	155
Total Rehearsals	77	85	77	85	85
Total Attendance	53,249	59,897	61,600	58,900	61,000
Average Attendance per Show	378	363	400	380	400
Total Hours Facility Used	1,558	1,656	1,605	1,508	1,560
<b>Division Operating Budget</b> 					
<i>Authorized Positions (FTE)</i>	9.6	9.1	6.6	6.6	7.5
◆ Personnel Expenditure	\$ 375,890	\$ 383,882	\$ 417,680	\$ 400,961	\$ 504,650
◆ Operations & Maintenance	440,967	458,916	500,350	489,338	556,050
◆ Capital Outlay	6,355	4,372	2,000	3,500	4,000
<b>Division Total</b>	<b>\$ 823,213</b>	<b>\$ 847,170</b>	<b>\$ 920,030</b>	<b>\$ 893,799</b>	<b>\$ 1,064,700</b>



# OLD POWAY PARK

*Community Services Department*

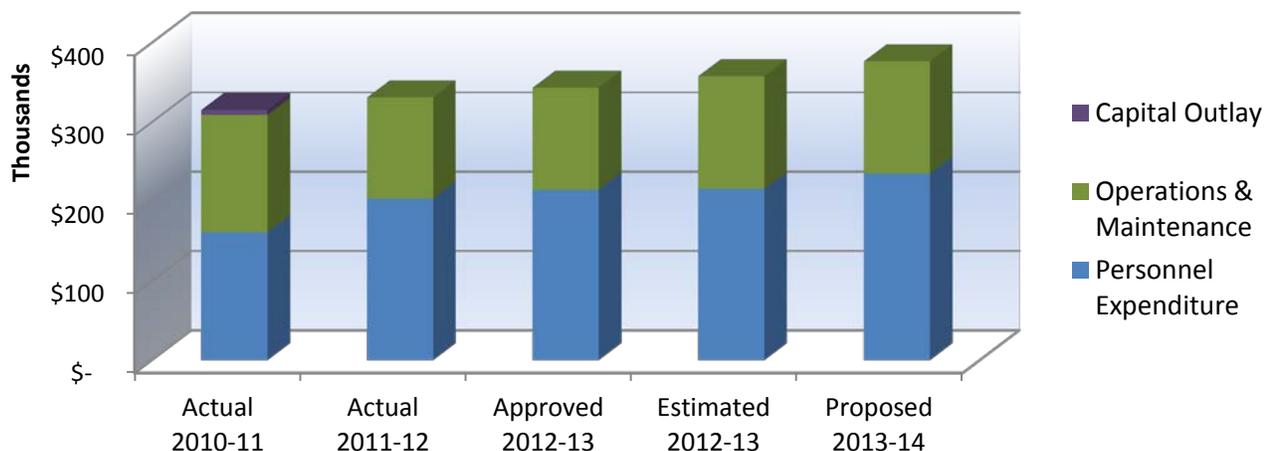
*Division No: 0205*

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

- » Provide special events and community programs, such as Christmas in the Park, Old-Fashioned Fourth of July, Rendezvous in Poway, and Train Song Festival.
- » Provide volunteers the opportunity to be involved in the community and feel rewarded by their service. Work closely to ensure volunteers receive training to provide friendly, informed, and professional services.
- » Coordinate with the Public Works and Development Services departments to ensure the smooth operation of the facility while major park improvements are being completed.
- » Facilitate the successful relocation of the weekly Farmers Market to Midland Road. Communicate and coordinate with stakeholders and partners, and assess and report the outcome and impact.

Division Activity Statistics	2010-11 Actual	2011-12 Actual	2012-13 Approved	2012-13 Estimated	2013-14 Proposed
Community Events	7	7	7	7	7
Event Participants	15,000	18,700	18,000	22,200	23,000
Poway Midland Railroad Ridership	43,822	52,242	46,000	46,000	55,000
Museum/Nelson House Attendance	4,600	9,200	5,000	11,250	11,250
Facility Rentals	571	512	450	491	550
Historical Tour Participants	1,780	1,750	1,700	1,458	1,500
Annual Farmers Market Vendors	80	85	85	85	85
<b>Division Operating Budget</b> 					
<i>Authorized Positions (FTE)</i>	3.3	3.8	3.0	3.0	3.5
◆ Personnel Expenditure	\$ 161,456	\$ 203,719	\$ 214,880	\$ 215,879	\$ 235,420
◇ Operations & Maintenance	148,113	127,756	128,990	142,568	141,700
◇ Capital Outlay	6,216	-	-	-	-
<b>Division Total</b>	<b>\$ 315,785</b>	<b>\$ 331,475</b>	<b>\$ 343,870</b>	<b>\$ 358,447</b>	<b>\$ 377,120</b>



# LIBRARY

*Community Services Department*

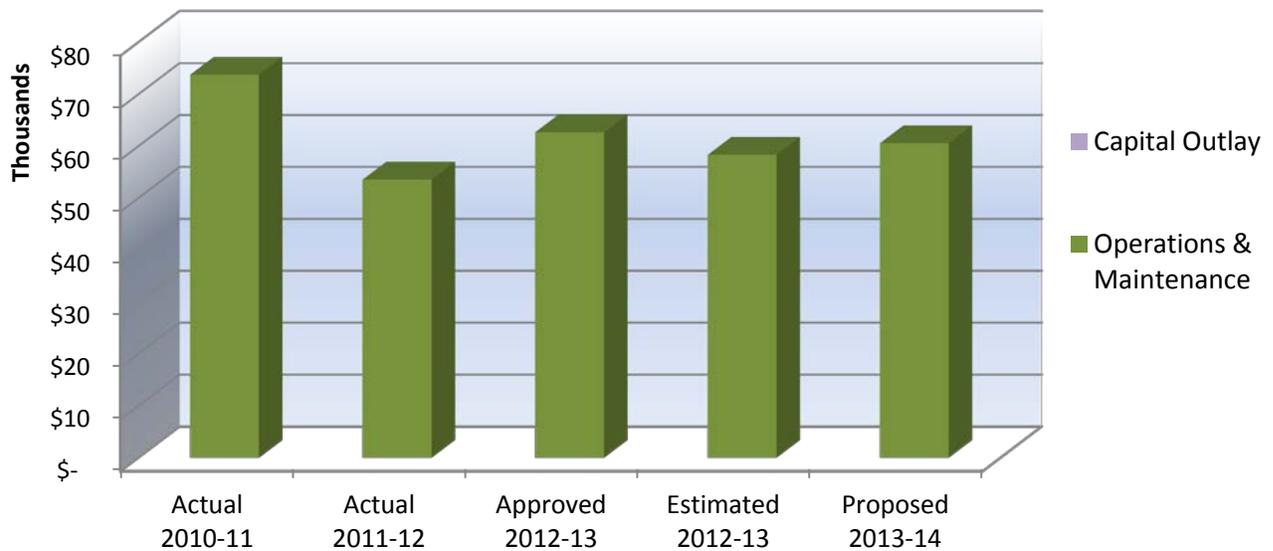
*Division No: 0206*

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

- » 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.

Division Activity Statistics	2010-11 Actual	2011-12 Actual	2012-13 Approved	2012-13 Estimated	2013-14 Proposed
Patron Count	314,795	312,148	315,000	317,000	320,000
Circulation	765,704	757,733	800,000	805,000	810,000
Programs/Attendance	729/21,931	784/29,015	700/28,000	700/30,000	700/30,000
Internet Sessions	N/A	31,535	33,000	40,000	42,000
Division Operating Budget					
◆ Operations & Maintenance	\$ 73,809	\$ 53,581	\$ 62,720	\$ 58,359	\$ 60,610
◆ Capital Outlay	-	-	-	-	-
Division Total	\$ 73,809	\$ 53,581	\$ 62,720	\$ 58,359	\$ 60,610



# INTERPRETIVE SERVICES

*Community Services Department*

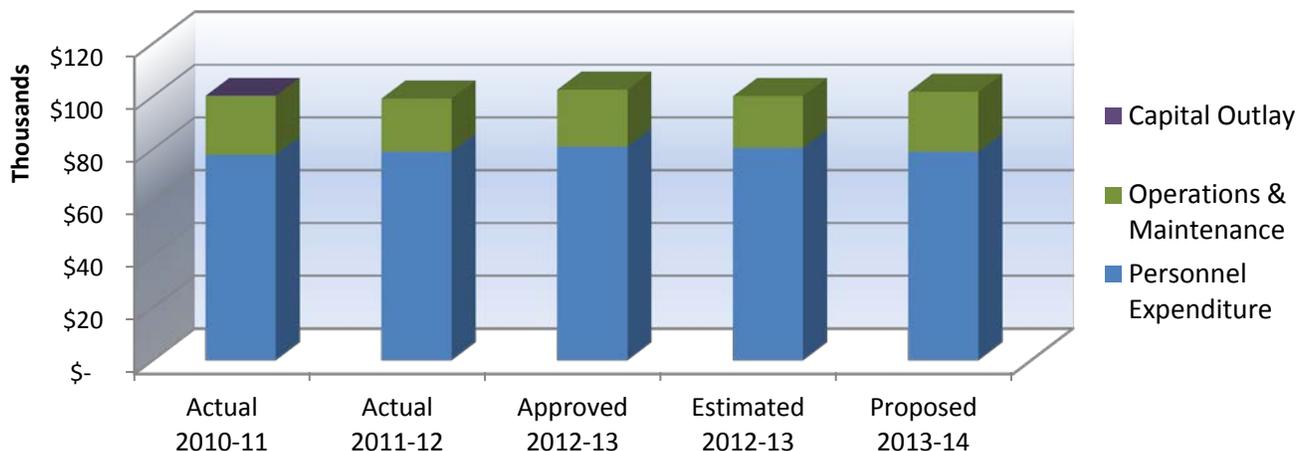
*Division No: 0207*

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

- » Provide special events and community programs such as classroom nature education programs, the Hoot Howl and Prowl, Nature Ranger, and hiking programs. Partner with docents and volunteer groups to reach target attendance objectives.
- » Provide volunteers an opportunity to be involved in the community and feel rewarded by their service. Work closely to ensure volunteers receive training to provide friendly, informed, and professional services.
- » Through an enhanced partnership with the Friends of Blue Sky Canyon, coordinate and host two additional nature education programs at the new Blue Sky Amphitheater.

<b>Division Activity Statistics</b>	2010-11 Actual	2011-12 Actual	2012-13 Approved	2012-13 Estimated	2013-14 Proposed
Public, School, Scout Hikes - Blue Sky	77	85	90	74	72
Discovery Tables - Blue Sky	12	11	14	4	4
Public Programs - Blue Sky	3	3	2	4	5
Public Programs - Lake Poway	3	2	3	0	0
Volunteer Hrs. - Blue Sky & Kumeyaay	2,827	4,592	4,000	3,000	4,000
School Tours - Kumeyaay Center	76	70	65	58	58
School Tour Participants - Kumeyaay	1,752	1,630	1,800	950	950
Public Tour Participants - Kumeyaay	430	640	500	800	800
<b>Division Operating Budget</b> 					
<i>Authorized Positions (FTE)</i>	<i>1.0</i>	<i>1.0</i>	<i>1.0</i>	<i>1.0</i>	<i>1.0</i>
◆ Personnel Expenditure	\$ 77,947	\$ 79,020	\$ 81,060	\$ 80,594	\$ 79,100
◇ Operations & Maintenance	22,339	20,218	21,570	19,614	22,700
◇ Capital Outlay	13	-	-	-	-
<b>Division Total</b>	<b>\$ 100,299</b>	<b>\$ 99,238</b>	<b>\$ 102,630</b>	<b>\$ 100,208</b>	<b>\$ 101,800</b>



# COMMUNITY PARK

Community Services Department

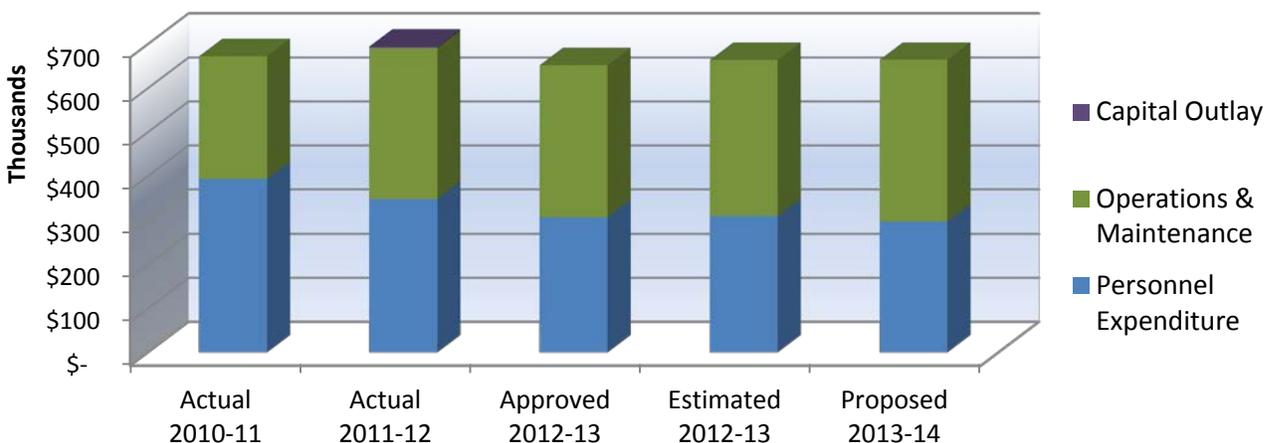
Division No: 0208

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

- » Provide special events and community programs, such as WinterFest, Movies in the Park, Art in the Park, and supervised sessions at the Skate Park.
- » Provide opportunities for Poway's teen populations to recreate, participate in positive activities, and grow their leadership skills by utilizing gymnasiums for contract programming for teens. Partner with local organizations, the Poway Unified School District, and Poway Library to promote and increase attendance at teen programs and events.
- » Coordinate with the Public Works and Development Services Departments to ensure the smooth operation of the facilities and amenities while major park improvements are being completed.

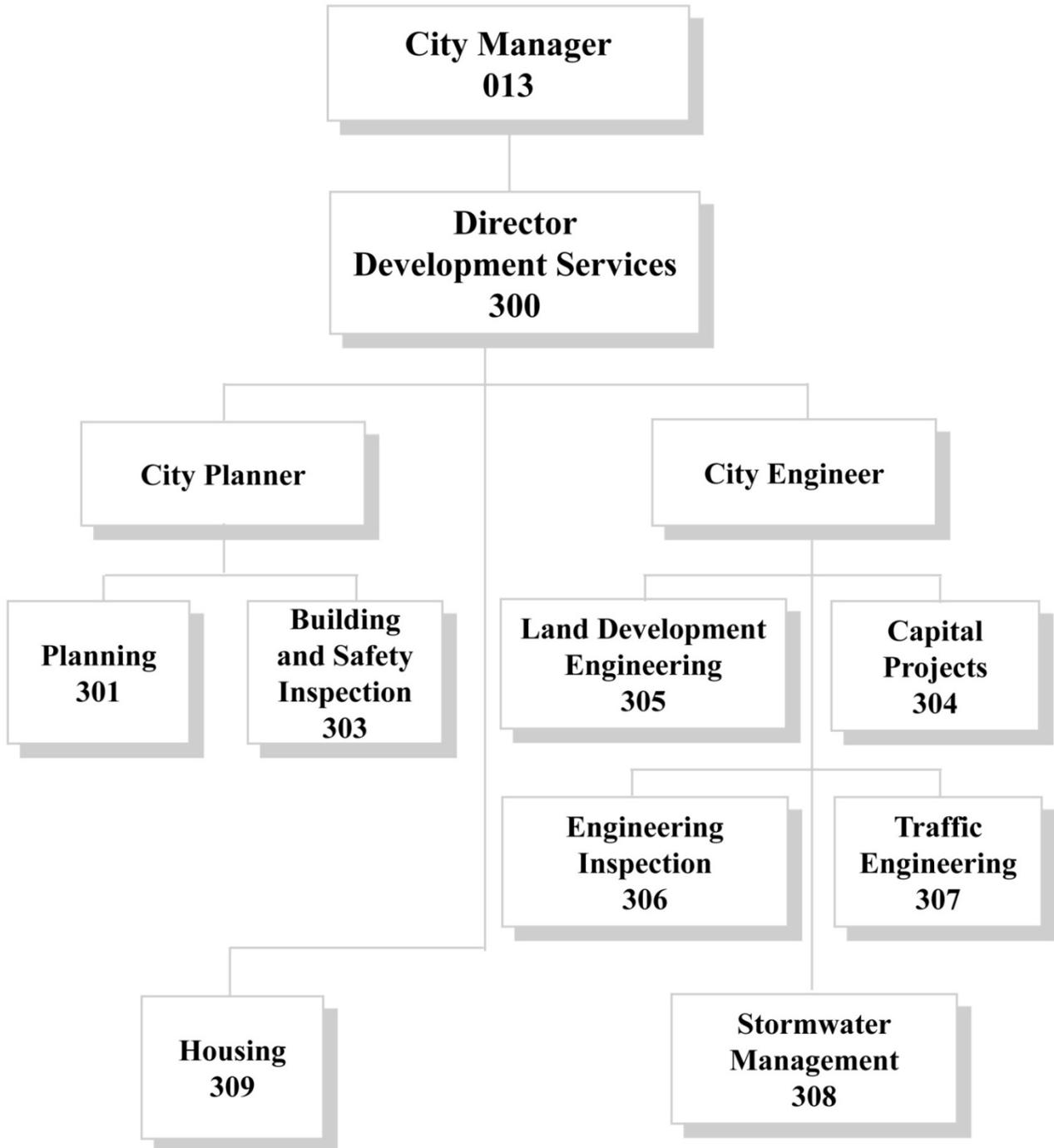
Division Activity Statistics	2010-11 Actual	2011-12 Actual	2012-13 Approved	2012-13 Estimated	2013-14 Proposed
Recreation Programs and Classes	427	473	470	454	460
Rec. Program and Class Participants	3,937	4,385	4,216	4,216	4,291
Facility Rental Reservations	797	726	700	725	730
<b>Division Operating Budget</b> 					
<i>Authorized Positions (FTE)</i>	7.9	5.8	5.8	5.8	5.8
◆ Personnel Expenditure	\$ 393,508	\$ 349,281	\$ 307,940	\$ 310,873	\$ 297,760
◆ Operations & Maintenance	279,667	342,685	344,660	353,482	367,230
◆ Capital Outlay	-	3,300	-	-	-
<b>Division Total</b>	<b>\$ 673,175</b>	<b>\$ 695,266</b>	<b>\$ 652,600</b>	<b>\$ 664,355</b>	<b>\$ 664,990</b>



\*Newly established division in 2010-11; previously combined with the Recreation Division 0201. Existing staff and program expenditures are now distributed between the two divisions.

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# DEVELOPMENT SERVICES

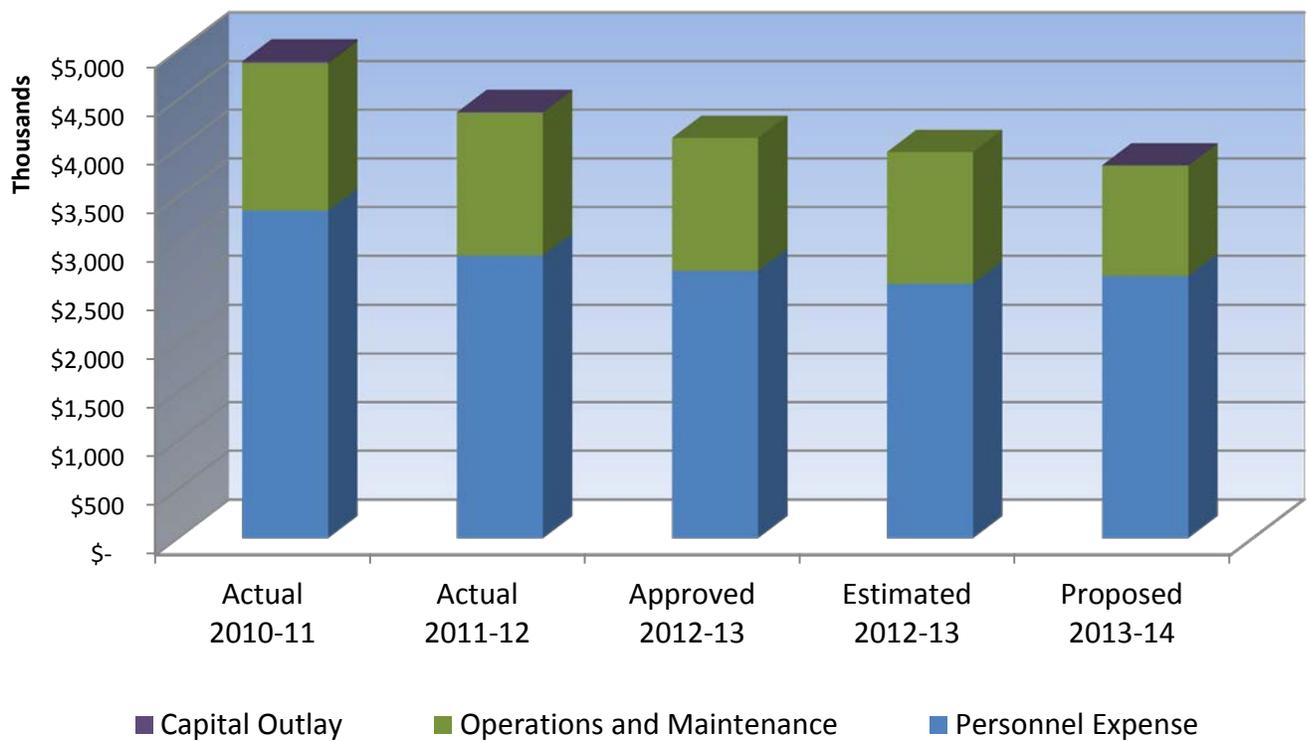




# DEVELOPMENT SERVICES

*Department Code: 0300*

Expense Classification	2010-11 Actual	2011-12 Actual	2012-13 Approved	2012-13 Estimated	2013-14 Proposed
<i>Total Positions</i>	28.4	24.0	24.0	23.0	23.0
Personnel Expense	\$ 3,361,423	\$ 2,901,609	\$ 2,745,240	\$ 2,612,405	\$ 2,691,890
Operations and Maintenance	1,517,992	1,470,486	1,365,870	1,354,284	1,134,820
Capital Outlay	17,148	2,900	-	-	2,270
<b>Total Dept. Operating Budget</b>	<b>\$ 4,896,563</b>	<b>\$ 4,374,995</b>	<b>\$ 4,111,110</b>	<b>\$ 3,966,689</b>	<b>\$ 3,828,980</b>



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# DIRECTOR OF DEVELOPMENT SERVICES

## Development Services Department

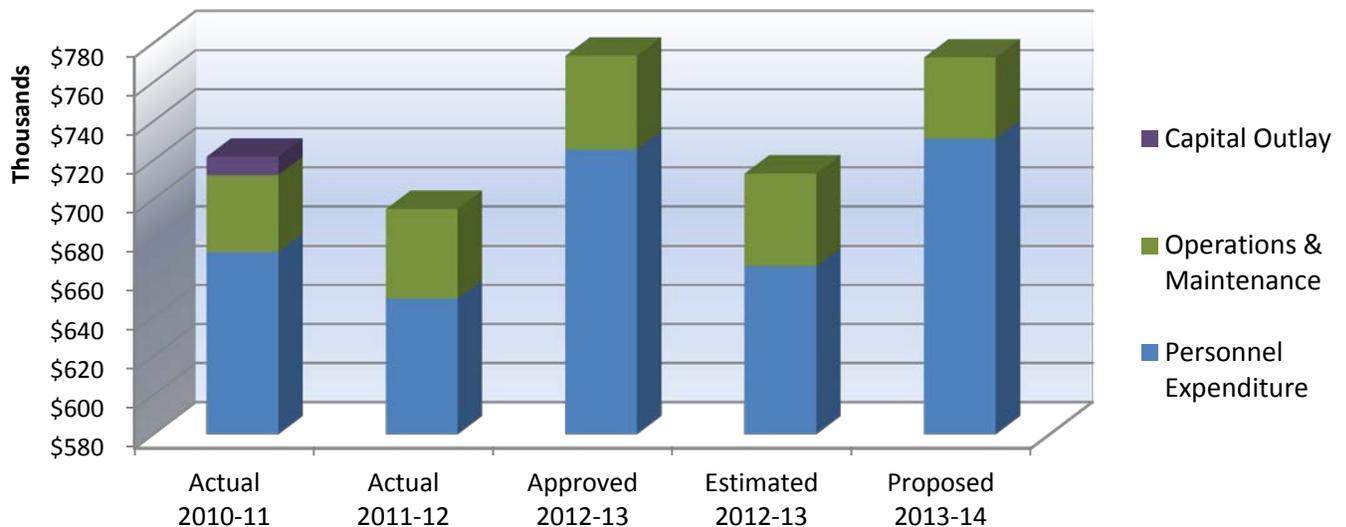
Division No: 0300

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

- » Initiate work on the Poway Road Corridor Study.
- » Complete updates related to floodplain development permits to the Municipal Code.
- » Oversee City Capital Improvement Program.

Division Operating Budget 	2010-11 Actual	2011-12 Actual	2012-13 Approved	2012-13 Estimated	2013-14 Proposed
<i>Authorized Positions (FTE)</i>	6.5	6.7	7.0	7.0	7.0
◆ Personnel Expenditure	\$ 673,573	\$ 649,599	\$ 725,770	\$ 666,217	\$ 731,170
◇ Operations & Maintenance	39,086	45,611	48,030	47,181	41,750
◇ Capital Outlay	9,443	-	-	-	-
<b>Division Total</b>	<b>\$ 722,102</b>	<b>\$ 695,210</b>	<b>\$ 773,800</b>	<b>\$ 713,398</b>	<b>\$ 772,920</b>



# PLANNING

## Development Services Department

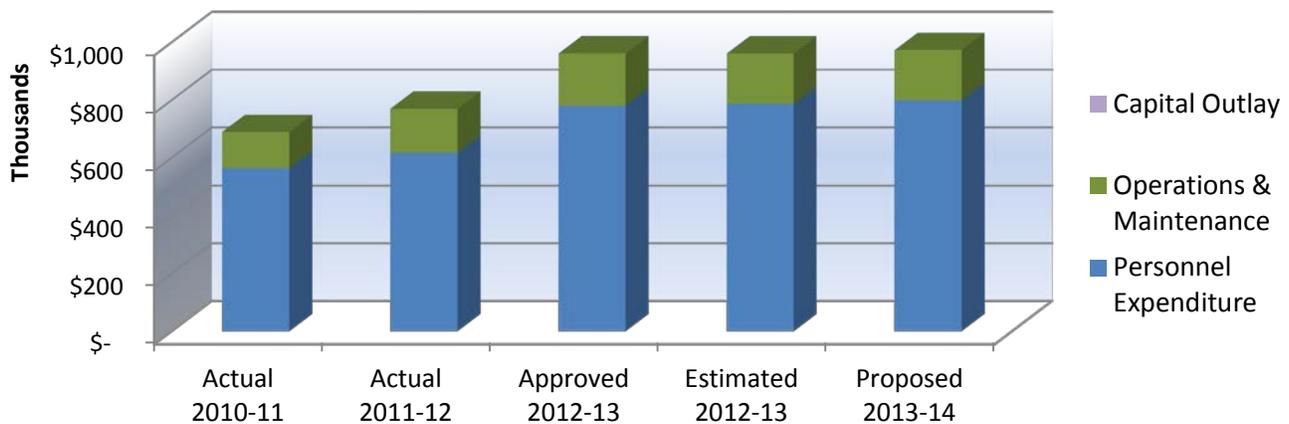
### Division No: 0301

The Planning Division is responsible for processing land use applications and ensuring compliance with zoning and conditions of approval through plan reviews and field inspections. 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

- » Initiate work on the Poway Road Corridor Study.
- » Begin development of an Open Space Acquisition Plan.
- » Complete amendments to the Poway Municipal Code.

Division Activity Statistics	2010-11 Actual	2011-12 Actual	2012-13 Approved	2012-13 Estimated	2013-14 Proposed
Development Review Applications	39	46	27	65	65
Conditional Use Permit Applications	17	19	14	19	20
Sign Permit Applications	64	63	42	170	180
Home Occupation Permits	90	46	85	60	70
Variance Applications	5	9	4	8	7
Temporary Use Permit Applications	53	65	55	55	60
Vegetation Abatements	953	944	915	950	950
<b>Division Operating Budget</b> 					
<i>Authorized Positions (FTE)</i>	5.6	6.0	7.0	7.0	7.0
◆ Personnel Expenditure	\$ 564,474	\$ 617,163	\$ 781,320	\$ 787,127	\$ 799,400
◆ Operations & Maintenance	125,132	153,291	181,220	175,210	174,690
◆ Capital Outlay	-	-	-	-	-
<b>Division Total</b>	<b>\$ 689,606</b>	<b>\$ 770,454</b>	<b>\$ 962,540</b>	<b>\$ 962,337</b>	<b>\$ 974,090</b>



# BUILDING AND SAFETY INSPECTION

*Development Services Department*

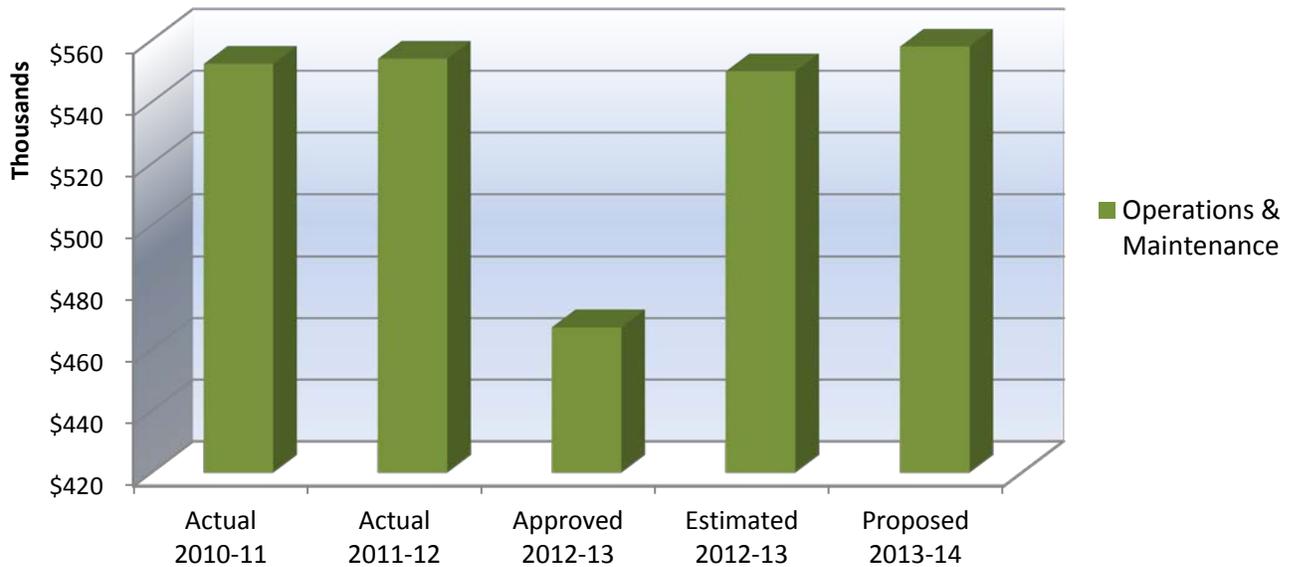
*Division No: 0303*

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.
- » Enhance public outreach, including web page updates and additional information documents.

Division Activity Statistics	2010-11 Actual	2011-12 Actual	2012-13 Approved	2012-13 Estimated	2013-14 Proposed
Plan Checks	642	623	625	650	650
Building Permits	1,176	1,811	1,150	1,950	1,950
Inspections	6,126	6,067	6,000	5,865	6,100
<b>Division Operating Budget</b> 					
◊ Operations & Maintenance	\$ 552,487	\$ 554,116	\$ 467,130	\$ 550,072	\$ 558,100
◇ Capital Outlay	-	-	-	-	-
<b>Division Total</b>	<b>\$ 552,487</b>	<b>\$ 554,116</b>	<b>\$ 467,130</b>	<b>\$ 550,072</b>	<b>\$ 558,100</b>



# CAPITAL PROJECTS ENGINEERING

*Development Services Department*

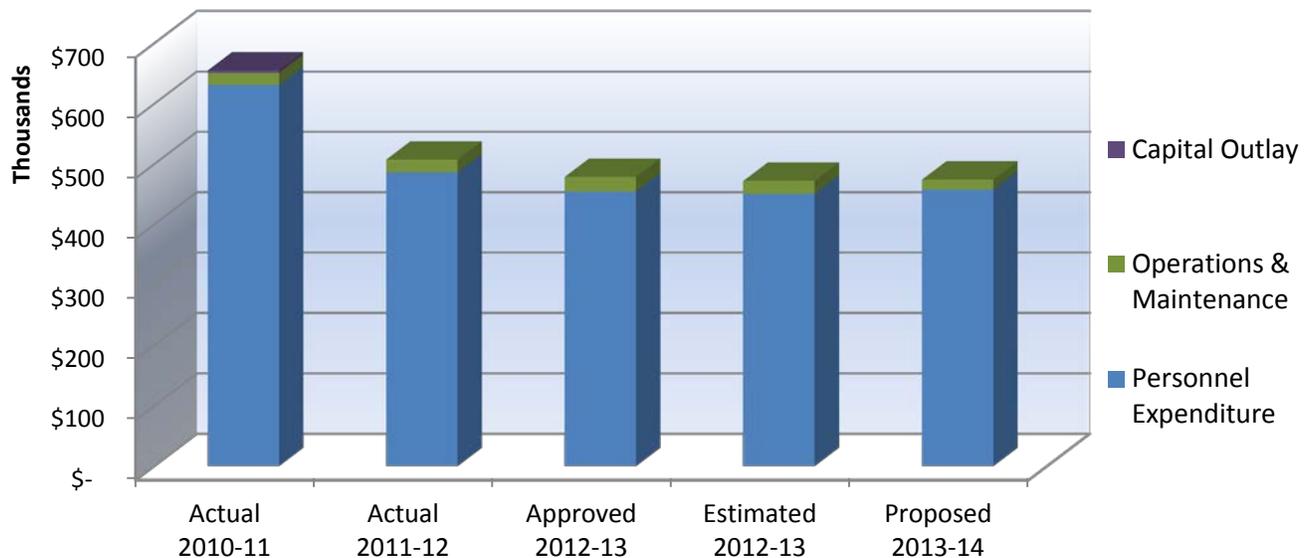
*Division No: 0304*

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 design and construction of Capital Improvement Projects in accordance with the approved CIP program.
- » Expand overall TRAKiT database by inputting data associated with CIP projects into LandTrak.
- » Initiate work on the Poway Road Corridor Study.

<b>Division Activity Statistics</b>	2010-11 Actual	2011-12 Actual	2012-13 Approved	2012-13 Estimated	2013-14 Proposed
Projects in Design	18	19	10	18	19
Projects Under Construction	9	12	7	8	8
<b>Division Operating Budget</b> 					
<i>Authorized Positions (FTE)</i>	5.3	4.6	2.0	2.0	2.0
◆ Personnel Expenditure	\$ 631,166	\$ 486,321	\$ 454,760	\$ 450,918	\$ 458,230
◇ Operations & Maintenance	20,517	21,518	24,390	21,393	16,230
◇ Capital Outlay	4,083	-	-	-	-
<b>Division Total</b>	<b>\$ 655,766</b>	<b>\$ 507,839</b>	<b>\$ 479,150</b>	<b>\$ 472,311</b>	<b>\$ 474,460</b>



# LAND DEVELOPMENT ENGINEERING

*Development Services Department*

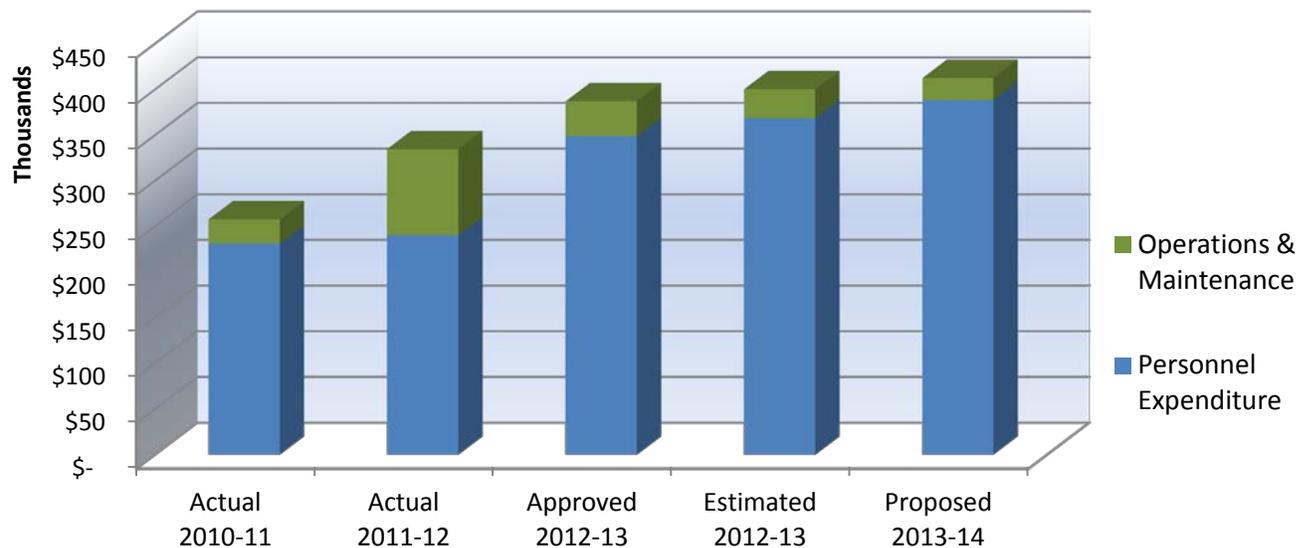
*Division No: 0305*

The Land Development Engineering Division is responsible for ensuring that private developments comply with City standards and specific conditions of approval.

## Division Goals & Objectives

- » Complete initial reviews of all grading and improvement plans within four weeks of submittal.
- » Complete subsequent reviews within three weeks of submittal.
- » Update the utility undergrounding policy in the Municipal Code.

Division Activity Statistics	2010-11 Actual	2011-12 Actual	2012-13 Approved	2012-13 Estimated	2013-14 Proposed
Grading Permit Applications	17	15	10	12	14
Improvement Plan Applications	6	6	6	7	8
Other Engineering Reviews	46	59	45	91	100
Right-of-Way Permit Applications	186	180	200	220	240
<b>Division Operating Budget</b> 					
<i>Authorized Positions (FTE)</i>	2.0	1.3	3.0	3.0	3.0
◆ Personnel Expenditure	\$ 231,098	\$ 240,326	\$ 349,110	\$ 368,747	\$ 388,690
◆ Operations & Maintenance	26,661	94,650	38,310	31,934	24,100
◆ Capital Outlay	-	-	-	-	-
<b>Division Total</b>	<b>\$ 257,759</b>	<b>\$ 334,976</b>	<b>\$ 387,420</b>	<b>\$ 400,681</b>	<b>\$ 412,790</b>



# ENGINEERING INSPECTION

*Development Services Department*

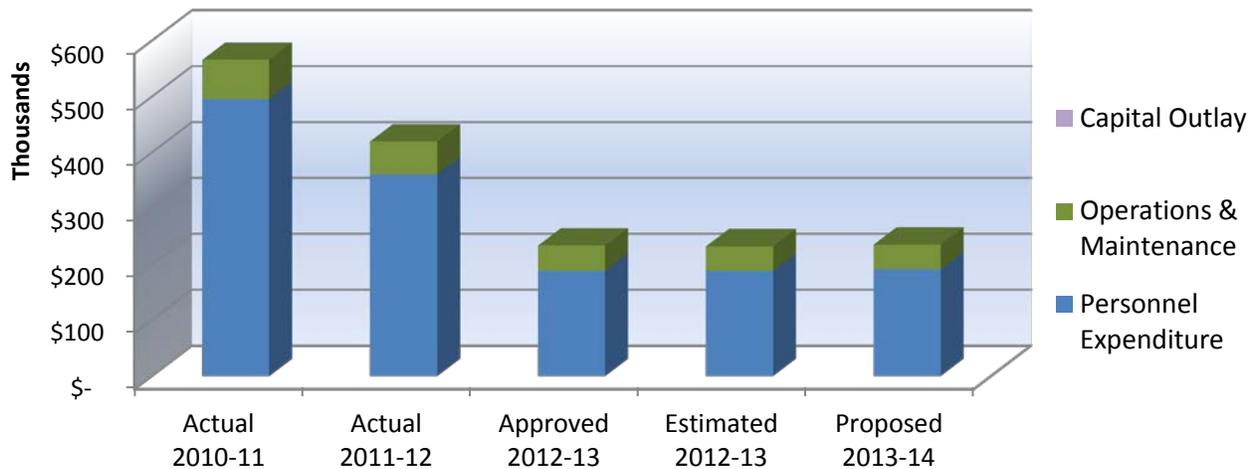
*Division No: 0306*

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 more than 200 right-of-way permits per year 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>	2010-11 Actual	2011-12 Actual	2012-13 Approved	2012-13 Estimated	2013-14 Proposed
Grading Projects Inspected	37	30	30	30	36
MDRAs Inspected	21	24	20	27	32
Capital Improvement Projects Inspected	9	13	7	9	9
Right-of-Way Permits Inspected	186	180	200	220	240
<b>Division Operating Budget</b> 					
<i>Authorized Positions (FTE)</i>	4.5	3.9	3.0	3.0	3.0
◆ Personnel Expenditure	\$ 495,958	\$ 360,926	\$ 188,280	\$ 187,876	\$ 191,070
◆ Operations & Maintenance	70,261	59,200	45,130	44,169	44,090
◆ Capital Outlay	-	-	-	-	-
<b>Division Total</b>	<b>\$ 566,219</b>	<b>\$ 420,126</b>	<b>\$ 233,410</b>	<b>\$ 232,045</b>	<b>\$ 235,160</b>



# TRAFFIC ENGINEERING

*Development Services Department*

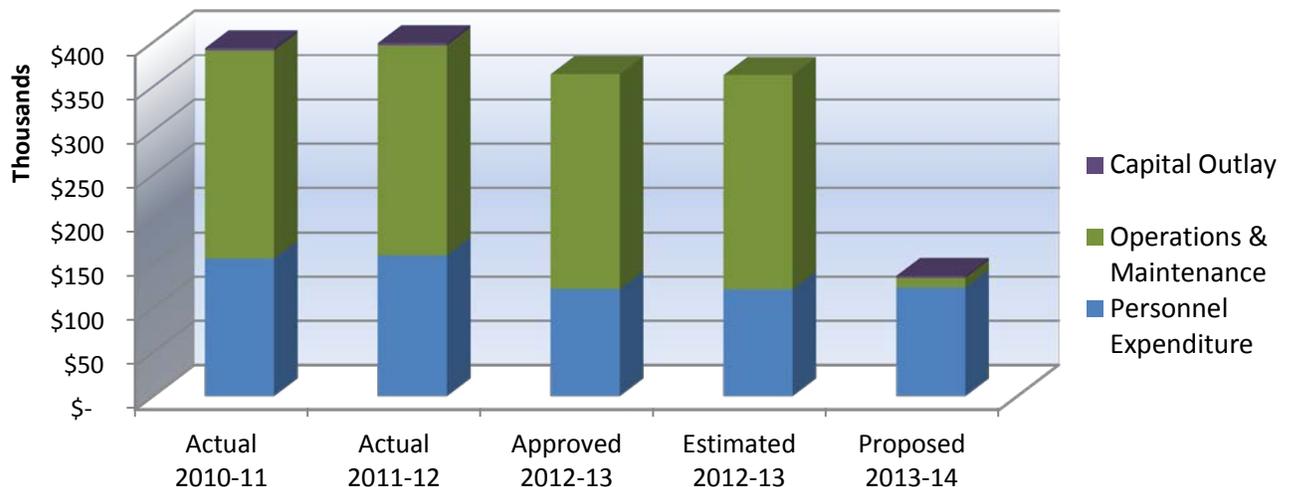
*Division No: 0307*

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

- » Initiate work on the Poway Road Corridor Study.
- » Collect traffic data for SANDAG and review its Congestion Management Program.
- » Maintain current speed surveys in accordance with the California Vehicle Code.

<b>Division Activity Statistics</b>	2010-11 Actual	2011-12 Actual	2012-13 Approved	2012-13 Estimated	2013-14 Proposed
Traffic Counts	10	90	20	10	90
Traffic Safety Committee Items	7	4	8	4	4
Traffic Control Plan Reviews	186	180	200	220	240
<b>Division Operating Budget</b> 					
<i>Authorized Positions (FTE)</i>	<i>1.0</i>	<i>0.8</i>	<i>1.0</i>	<i>1.0</i>	<i>1.0</i>
◆ Personnel Expenditure	\$ 155,962	\$ 159,615	\$ 121,460	\$ 121,109	\$ 123,330
◇ Operations & Maintenance	234,901	237,005	242,780	242,066	10,840
◇ Capital Outlay	2,868	2,900	-	-	2,270
<b>Division Total</b>	<b>\$ 393,731</b>	<b>\$ 399,520</b>	<b>\$ 364,240</b>	<b>\$ 363,175</b>	<b>\$ 136,440</b>



<b>Program Budgets</b>	Approp. Through April 2013	Added for 2013-14	Total
1188 - Motorist Aid Services	\$ 175,344	\$ -	\$ 175,344
<b>Total Program Budgets</b>	<b>\$ 175,344</b>	<b>\$ -</b>	<b>\$ 175,344</b>

# STORMWATER MANAGEMENT

*Development Services Department*

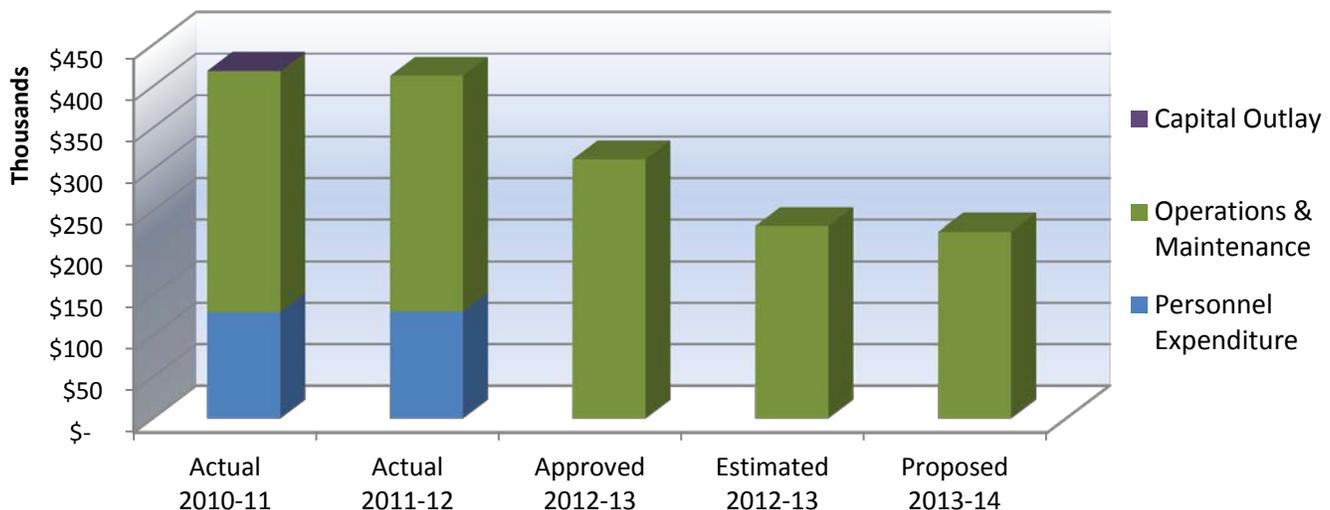
*Division No: 0308*

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 to streamline implementation and meet new Permit requirements.
- » 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.

<b>Division Activity Statistics</b>	2010-11 Actual	2011-12 Actual	2012-13 Approved	2012-13 Estimated	2013-14 Proposed
Industrial/Commercial Inspections	141	168	140	146	150
Municipal Inspections	30	30	30	30	30
Educational Materials Distributed	60,449	57,000	42,000	40,000	40,000
Dry Weather Sites Monitored	50	50	50	50	50
<b>Division Operating Budget</b> 					
<i>Authorized Positions (FTE)</i>	1.0	0.5	-	-	-
◆ Personnel Expenditure	\$ 128,622	\$ 129,477	\$ -	\$ -	\$ -
◆ Operations & Maintenance	290,080	283,818	312,580	232,032	225,370
◆ Capital Outlay	754	-	-	-	-
<b>Division Total</b>	<b>\$ 419,456</b>	<b>\$ 413,295</b>	<b>\$ 312,580</b>	<b>\$ 232,032</b>	<b>\$ 225,370</b>



\*Prior to 2011-12, this division was combined with the Public Works Stormwater division (0412).

# 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 facilitates affordable housing development with care and attention to resident and community needs.

## Division Goals & Objectives

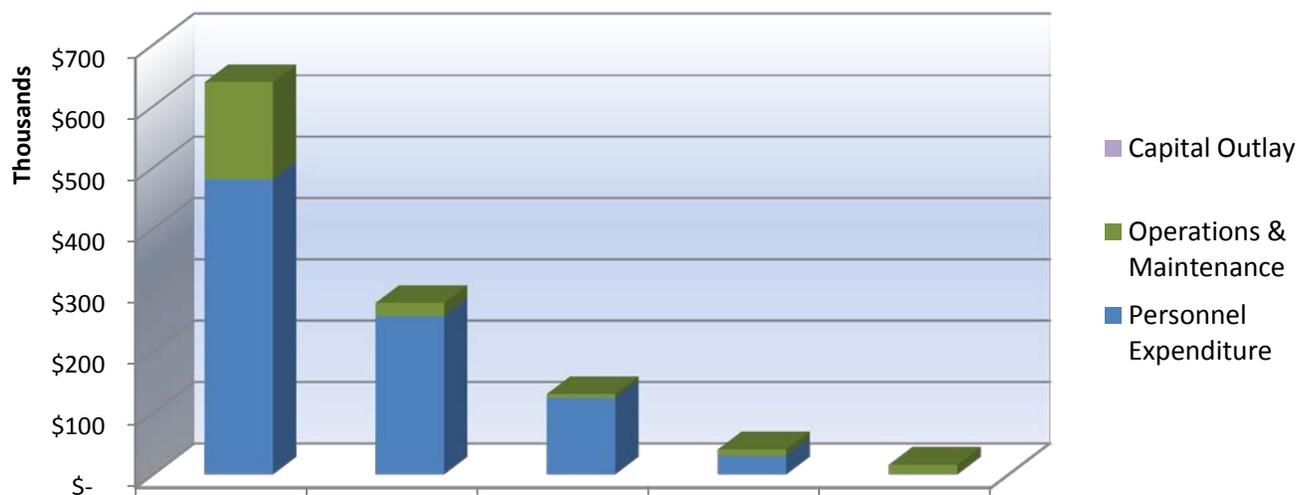
### Development

- » Disburse remaining components of Housing Authority Loan for Orange Gardens affordable rehabilitation project, and conduct post-completion analysis of project financials in accordance with Authority Loan Agreement in mid-2013.
- » Assist Meadows homeowner with resale of one Meadows moderate, affordable for-sale home and issue required Supporting Home Ownership in Poway (SHOP) and Building Equity and Growth in Neighborhoods (BEGIN) program loans.

### Programs

- » Monitor each of Poway's ten affordable housing developments to ensure continued compliance with regulatory agreement requirements.
- » Administer the Housing Special Programs Fund, including grant issuance and monitoring.
- » Coordinate with County of San Diego to disseminate fair housing information.
- » Administer the SHOP and BEGIN loan programs including issuance of loans for Meadows moderate home resale, and continue monitoring of sixty-seven existing loans.

<b>Division Activity Statistics</b> 	2010-11 Actual	2011-12 Actual	2012-13 Approved	2012-13 Estimated	2013-14 Proposed
<i>Authorized Positions (FTE)</i>	2.6	0.4	1.0	-	-
◆ Personnel Expenditure	\$ 480,570	\$ 258,180	\$ 124,540	\$ 30,411	\$ -
◆ Operations & Maintenance	158,866	21,277	6,300	10,227	15,650
◆ Capital Outlay	-	-	-	-	-
<b>Division Total</b>	<b>\$ 639,436</b>	<b>\$ 279,457</b>	<b>\$ 130,840</b>	<b>\$ 40,638</b>	<b>\$ 15,650</b>



\* Housing Authority & Programs Division Transferred from Redevelopment Agency in March 2011

# HOUSING PROGRAMS

## *Development Services Department*

Housing Assistance Programs	Appropriations May 2013	Appropriation for FY 2013-14	Total
1135 - Supporting Home Ownership in Poway (SHOP) Program	\$ 2,137,514	\$ -	\$ 2,137,514
1173A- Building Equity and Growth in Neighborhoods (BEGIN) Program	1,545,000	-	1,545,000
<b>Housing Developments Programs</b>			
5925 - Oak Knoll/Pomerado Rd Affordable Housing	\$ 2,129,427	\$ -	\$ 2,129,427
5948 - Orange Gardens	9,036,000	-	9,036,000
5976 - Monte Vista	1,863,019	-	1,863,019
5989 – Twin Peaks Affordable Housing	970,000	-	970,000
<b>Other Programs</b>			
5983 – Housing Special Programs Fund	\$ 4,468,307		\$ 4,468,307
<b>Total Housing Programs</b>	<b>\$ 22,149,267</b>	<b>\$ -</b>	<b>\$ 22,149,267</b>
<b>CDBG Programs</b>			
5110 – North County Winter Shelter	61,555	11,000	72,555
5961 – Home Share & Community Connections	708,086	75,895	783,981
<b>Total CDBG Programs</b>	<b>\$ 769,641</b>	<b>\$ 86,895</b>	<b>\$ 856,536</b>

# REDEVELOPMENT SUCCESSOR AGENCY

## ADMINISTRATION

*Development Services Department*

*Division No: 0310*

This Division provides administration for the Successor Agency to the former Poway Redevelopment Agency, dissolved effective February 1, 2012 by State Legislative action.

<b>Division Operating Budget</b> 	2010-11 Actual	2011-12 Actual	2012-13 Approved	2012-13 Estimated	2013-14 Proposed
<i>Authorized Positions (FTE)</i>	-	-	-	-	-
◆ Personnel Expenditure	\$ -	\$ -	\$ -	\$ -	\$ -
◆ Operations & Maintenance	-	-	-	-	24,000
◆ Capital Outlay	-	-	-	-	-
<b>Division Total</b>	\$ -	\$ -	\$ -	\$ -	\$ 24,000

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# PUBLIC WORKS

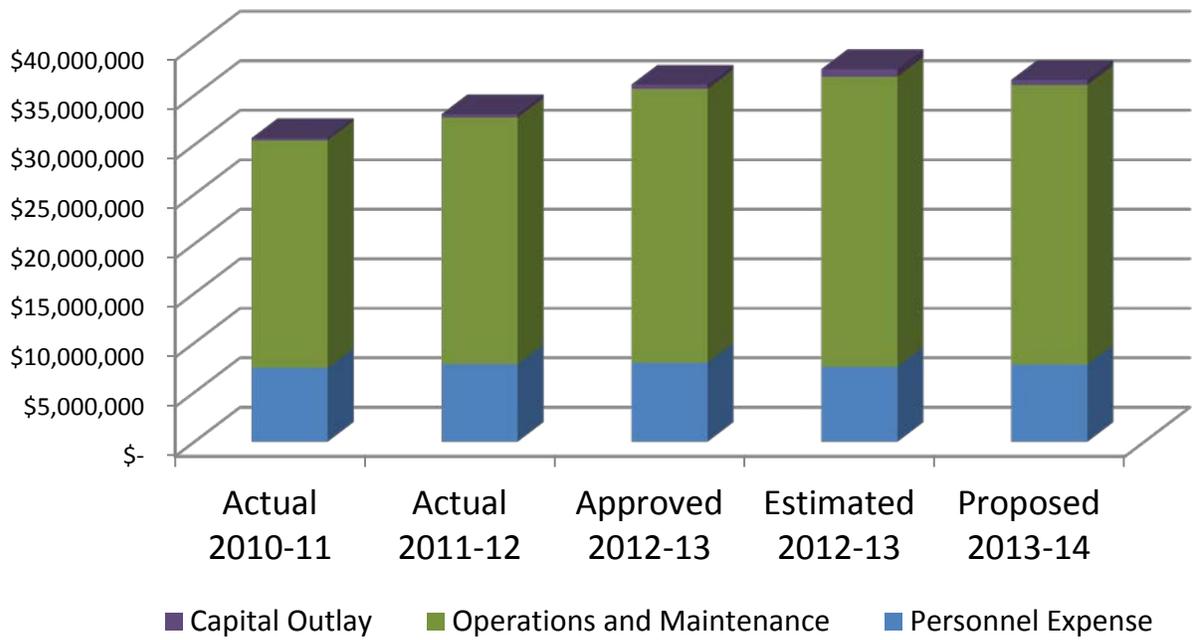




# PUBLIC WORKS

*Department Code: 0400*

Expense Classification	2010-11 Actual	2011-12 Actual	2012-13 Approved	2012-13 Estimated	2013-14 Proposed
<i>Authorized Positions</i>	83.1	83.6	82.0	82.0	80.0
Personnel Expense	\$ 7,437,650	\$ 7,818,788	\$ 7,971,220	\$ 7,557,197	\$ 7,802,350
Operations and Maintenance	23,005,585	24,919,341	27,656,630	29,307,685	28,233,120
Capital Outlay	217,884	346,991	435,800	768,834	521,090
<b>Total Department Budget</b>	<b>\$ 30,661,118</b>	<b>\$ 33,085,120</b>	<b>\$ 36,063,650</b>	<b>\$ 37,633,716</b>	<b>\$ 36,556,560</b>



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# DIRECTOR OF PUBLIC WORKS

## Public Works Department

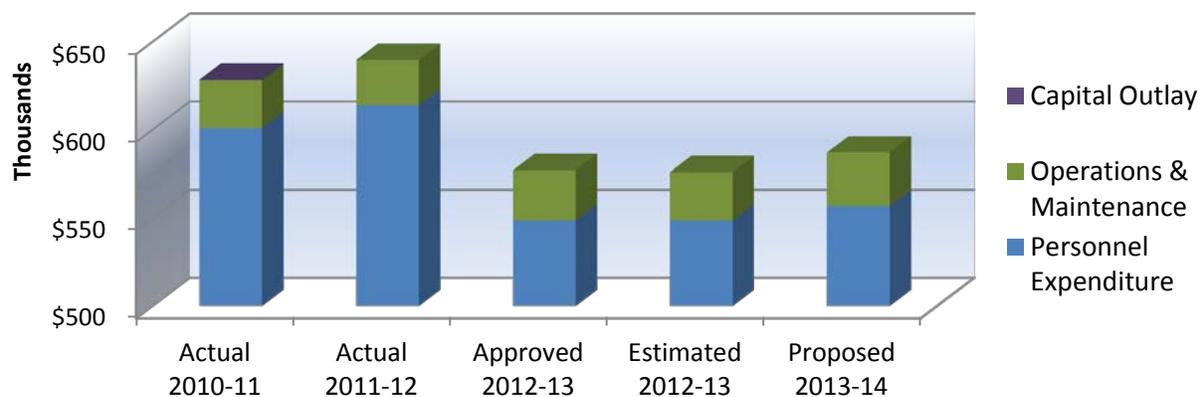
### Division No: 0400

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	2010-11 Actual	2011-12 Actual	2012-13 Approved	2012-13 Estimated	2013-14 Proposed
Work Orders	5,401	6,682	5,400	7,320	7,320
Online Service Requests	351	356	350	390	390
Percent of Total Waste Stream Diverted from Landfills	66%	67%	66%	66%	66%
Division Operating Budget 					
<i>Authorized Positions (FTE)</i>	5.0	5.0	4.0	4.0	4.0
◆ Personnel Expenditure	\$ 601,171	\$ 614,168	\$ 548,740	\$ 548,794	\$ 556,980
◇ Operations & Maintenance	27,227	25,888	28,470	27,356	30,180
◇ Capital Outlay	360	-	-	-	-
Division Total	\$ 628,758	\$ 640,056	\$ 577,210	\$ 576,150	\$ 587,160



# UTILITY SYSTEMS OPERATIONS AND MAINTENANCE

*Public Works Department*

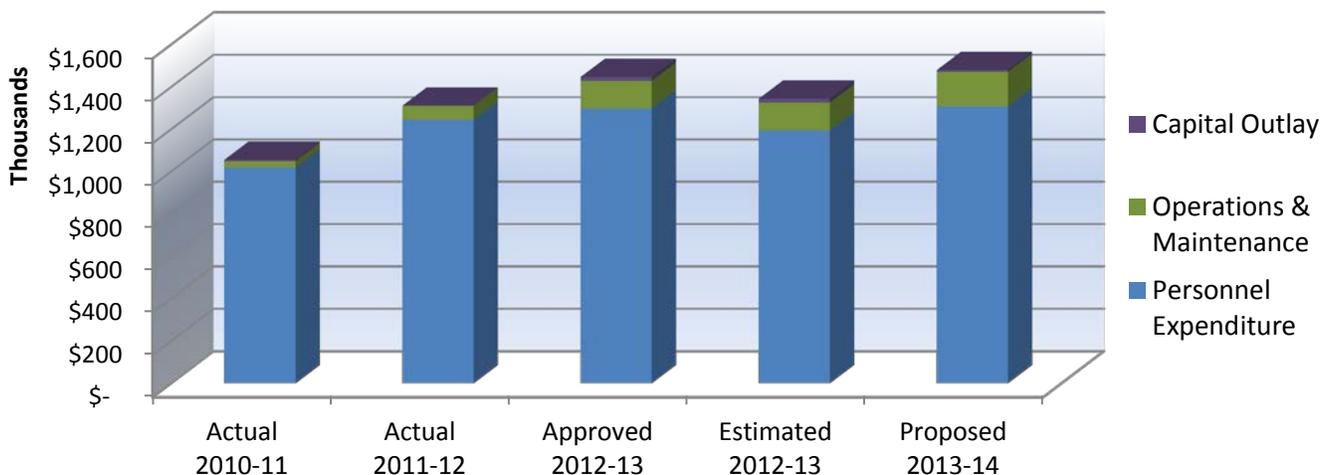
*Division No: 0401*

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 and is currently delivering 8.65 million gallons per day of treated water to 19 reservoirs to be used for domestic and commercial consumption, landscape irrigation, and fire protection. Central to the delivery of high quality 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.

Division Activity Statistics	2010-11 Actual	2011-12 Actual	2012-13 Approved	2012-13 Estimated	2013-14 Proposed
Average daily potable water (Million Gallons per Day)	8.99	9.37	8.40	9.39	8.65
Average daily wastewater pumped and gravity fed (Million Gallons per Day)	3.24	3.00	3.46	3.46	3.57
Water Meters Read	84,684	84,660	84,624	84,624	84,624
Division Operating Budget 					
<i>Authorized Positions (FTE)</i>	9.0	11.7	12.0	12.0	12.0
◆ Personnel Expenditure	\$ 1,019,924	\$ 1,246,408	\$ 1,298,870	\$ 1,195,185	\$ 1,309,190
◆ Operations & Maintenance	30,316	65,785	130,850	131,202	162,680
◆ Capital Outlay	6,325	805	19,000	19,000	9,510
Division Total	\$ 1,056,565	\$ 1,312,998	\$ 1,448,720	\$ 1,345,387	\$ 1,481,380



# WATER SUPPLY, TREATMENT AND STORAGE

*Public Works Department*

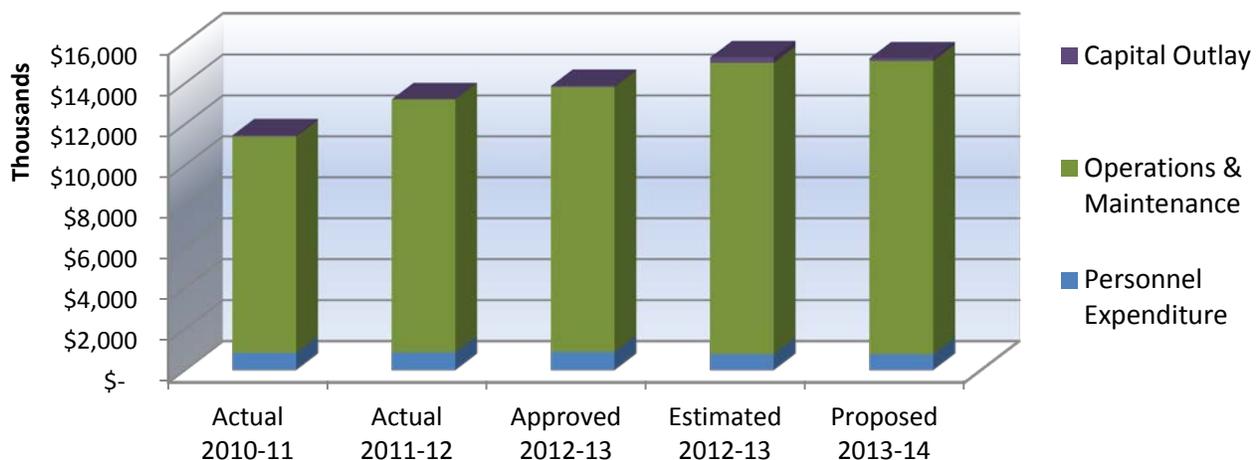
*Division No: 0402*

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	2010-11	2011-12	2012-13	2012-13	2013-14
	Actual	Actual	Approved	Estimated	Proposed
Raw water purchased per year (million gallons)	3,553	3,581	3,482	3,580	3,580
Treated water delivered per year (million gallons)	3,282	3,428	3,066	3,688	3,157
Annual water quality samples	37,775	41,900	41,900	41,900	41,940
Percentage of test results meeting or exceeding regulatory requirements	100%	100%	100%	100%	100%
<b>Division Operating Budget</b> 					
<i>Authorized Positions (FTE)</i>	7.0	7.0	7.0	7.0	6.0
◆ Personnel Expenditure	\$ 827,443	\$ 854,244	\$ 880,210	\$ 781,053	\$ 770,310
◇ Operations & Maintenance	10,583,321	12,370,263	12,958,300	14,226,373	14,334,270
◇ Capital Outlay	61,068	7,211	51,000	274,124	135,240
<b>Division Total</b>	<b>\$ 11,471,832</b>	<b>\$ 13,231,718</b>	<b>\$ 13,889,510</b>	<b>\$ 15,281,550</b>	<b>\$ 15,239,820</b>



# WASTEWATER DISPOSAL AND CONTRACT ADMINISTRATION

## Public Works Department

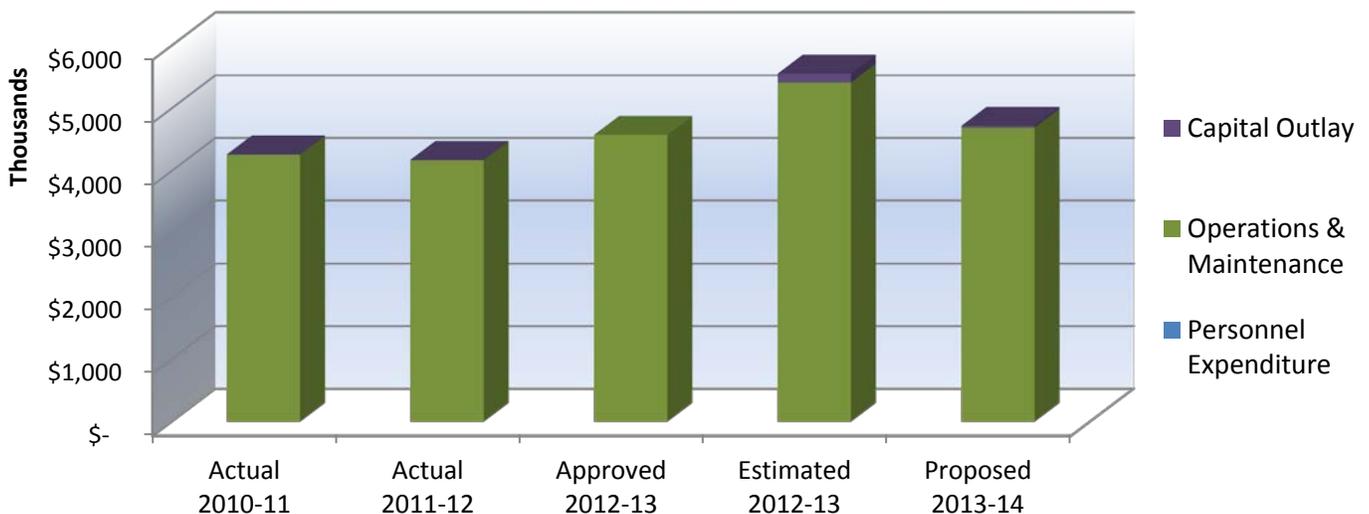
Division No: 0403

This Division's costs include power to operate the City's five sewage lift stations that pump an average of 220 million gallons of wastewater annually, and contract costs for transmission, treatment, and disposal of Poway's wastewater by the City of San Diego. The City of Poway participates in the San Diego Metropolitan Wastewater Joint Powers Authority with 11 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	2010-11 Actual	2011-12 Actual	2012-13 Approved	2012-13 Estimated	2013-14 Proposed
Wastewater pumped (million gallons) all stations	238	216	238	214	220
Annual wastewater flow per year (million gallons)	1,180	1,100	1,270	1,262	1,303
<b>Division Operating Budget</b> 					
Authorized Positions (FTE)	-	-	-	-	-
◆ Personnel Expenditure	\$ -	\$ -	\$ -	\$ -	\$ -
◆ Operations & Maintenance	4,262,996	4,176,434	4,578,520	5,414,662	4,695,930
◆ Capital Outlay	2,969	3,488	-	143,938	27,000
<b>Division Total</b>	<b>\$ 4,265,965</b>	<b>\$ 4,179,922</b>	<b>\$ 4,578,520</b>	<b>\$ 5,558,600</b>	<b>\$ 4,722,930</b>



# WATER TRANSMISSION AND DISTRIBUTION

*Public Works Department*

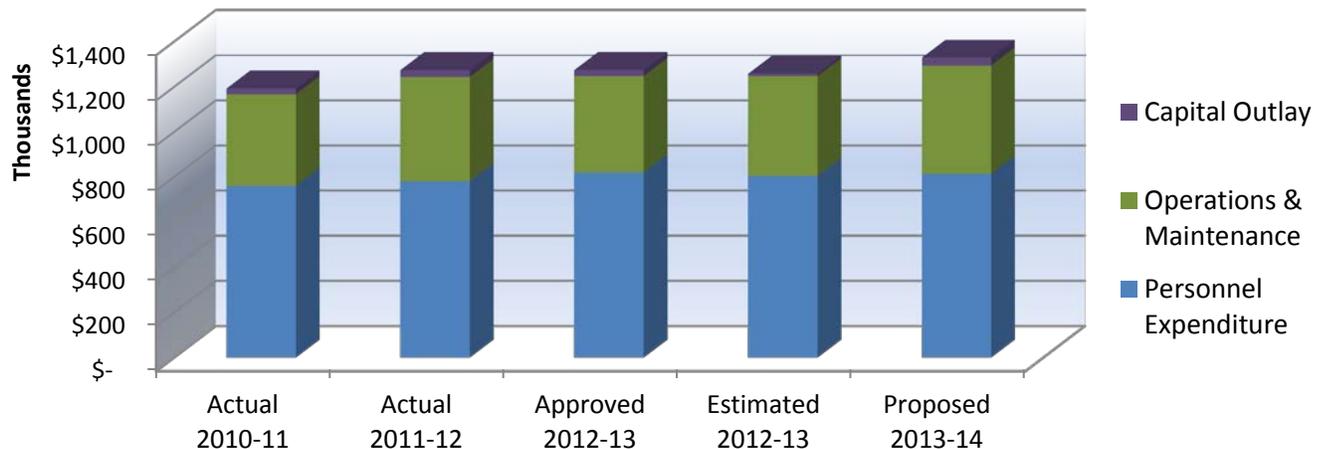
*Division No: 0404*

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 289 miles of water system piping, 1,605 air-release and blow-off assemblies, 2,821 fire hydrants, 6,794 valves, and 13,745 water meters. The City also has a proactive Cross-Connection Program to identify potential contamination points, ensure backflow protection and ensure all 1,896 backflow devices 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	2010-11 Actual	2011-12 Actual	2012-13 Approved	2012-13 Estimated	2013-14 Proposed
Residential meters replaced	442	714	430	990	710
Percentage of backflows tested	100%	100%	100%	100%	100%
Valves exercised	861	2,872	2,275	2,088	2,160
Fire hydrants inspected	316	1,040	1,057	1,124	1,134
Emergency responses	38	28	37	26	31
<b>Division Operating Budget</b>					
<i>Authorized Positions (FTE)</i>	8.7	8.4	9.0	9.0	9.0
◆ Personnel Expenditure	\$ 761,304	\$ 780,944	\$ 820,670	\$ 804,921	\$ 814,880
◇ Operations & Maintenance	405,757	462,867	427,960	442,789	479,520
◇ Capital Outlay	25,711	30,856	26,200	11,188	35,380
<b>Division Total</b>	<b>\$ 1,192,772</b>	<b>\$ 1,274,667</b>	<b>\$ 1,274,830</b>	<b>\$ 1,258,898</b>	<b>\$ 1,329,780</b>



# WASTEWATER COLLECTION MAINTENANCE

Public Works Department

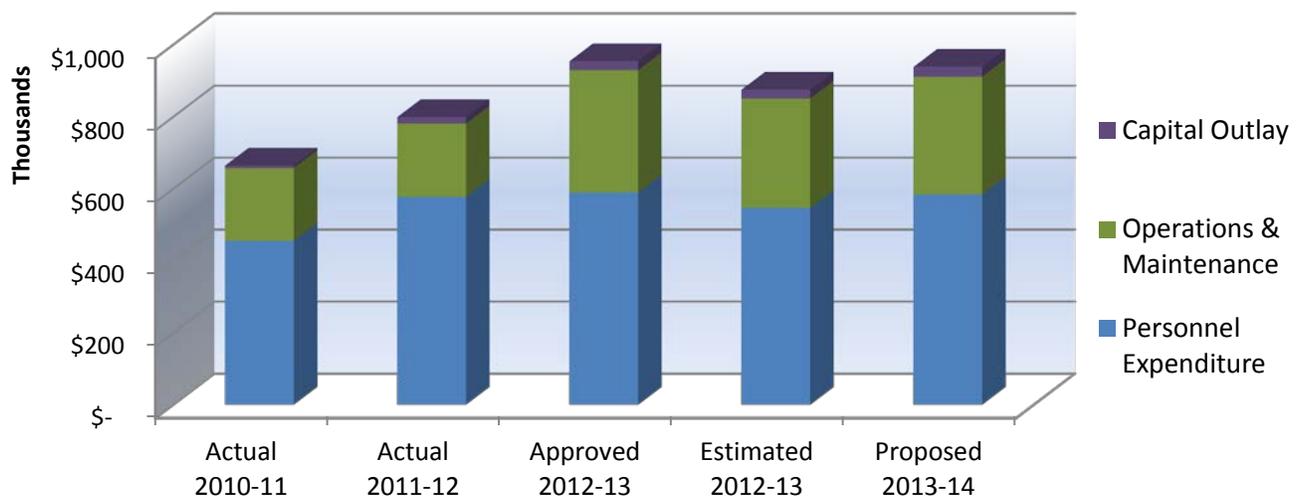
Division No: 0405

The City of Poway provides sewer (wastewater) collection services through 185 miles of collection pipelines, 12,193 sewer laterals, five sewage lift stations, and 4,066 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.

Division Activity Statistics	2010-11 Actual	2011-12 Actual	2012-13 Approved	2012-13 Estimated	2013-14 Proposed
Public Sewage Spills	4	3	0	2	0
Spills per hundred miles of pipe	0.0216	0.0162	0.0000	0.0108	0.0000
System pipe videotaped (ft.)	239,237	223,857	195,360	165,171	223,860
System pipe cleaned (ft.)	377,144	301,558	322,344	205,089	301,548
FOG Permits issued	32	133	50	60	43
<b>Division Operating Budget</b> 					
Authorized Positions (FTE)	5.8	7.0	7.0	7.0	7.0
◆ Personnel Expenditure	\$ 455,478	\$ 577,925	\$ 589,780	\$ 547,023	\$ 584,130
◆ Operations & Maintenance	202,529	203,298	340,190	304,326	327,780
◆ Capital Outlay	6,226	18,194	25,000	24,773	27,560
<b>Division Total</b>	<b>\$ 664,233</b>	<b>\$ 799,417</b>	<b>\$ 954,970</b>	<b>\$ 876,122</b>	<b>\$ 939,470</b>



# RECLAIMED WATER SUPPLY AND STORAGE

## Public Works Department

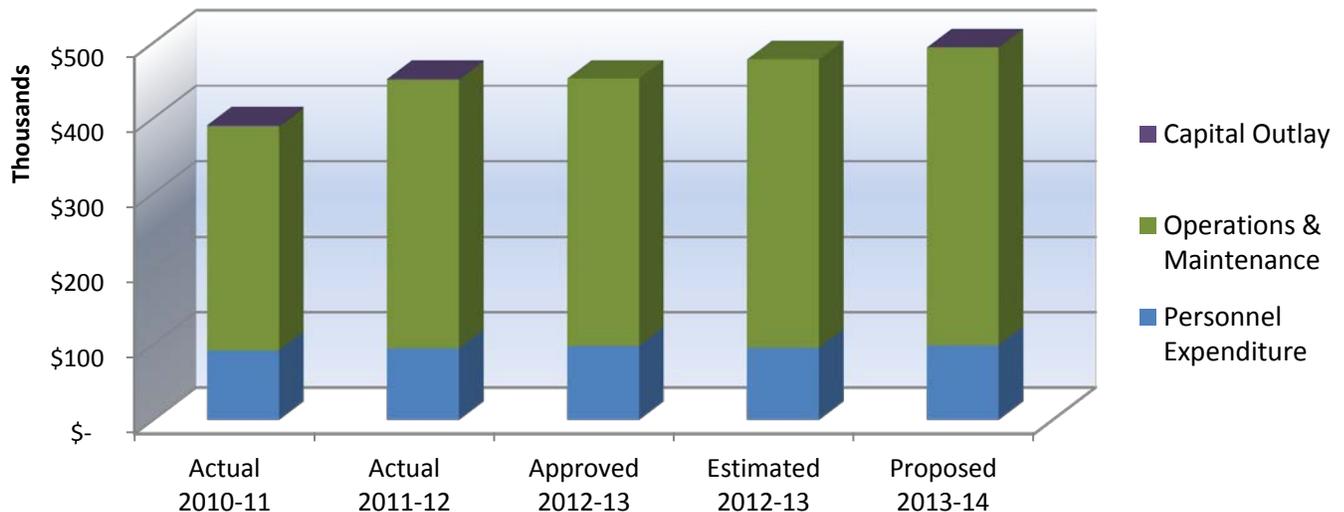
### Division No: 0406

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 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 12 miles of system piping, one pumping station, one reservoir, and 204 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.

Division Activity Statistics	2010-11 Actual	2011-12 Actual	2012-13 Approved	2012-13 Estimated	2013-14 Proposed
Shutdown tests	43	71	37	19	51
Site inspections	103	150	174	291	184
Site violations issued	20	21	30	30	30
<b>Division Operating Budget</b>					
<i>Authorized Positions (FTE)</i>	<i>1.0</i>	<i>1.0</i>	<i>1.0</i>	<i>1.0</i>	<i>1.0</i>
◆ Personnel Expenditure	\$ 92,511	\$ 95,403	\$ 98,520	\$ 96,118	\$ 99,110
◇ Operations & Maintenance	296,823	356,259	354,520	382,613	395,100
◇ Capital Outlay	1,780	973	-	-	320
<b>Division Total</b>	<b>\$ 391,114</b>	<b>\$ 452,635</b>	<b>\$ 453,040</b>	<b>\$ 478,731</b>	<b>\$ 494,530</b>



# MAINTENANCE OPERATIONS

## Public Works Department

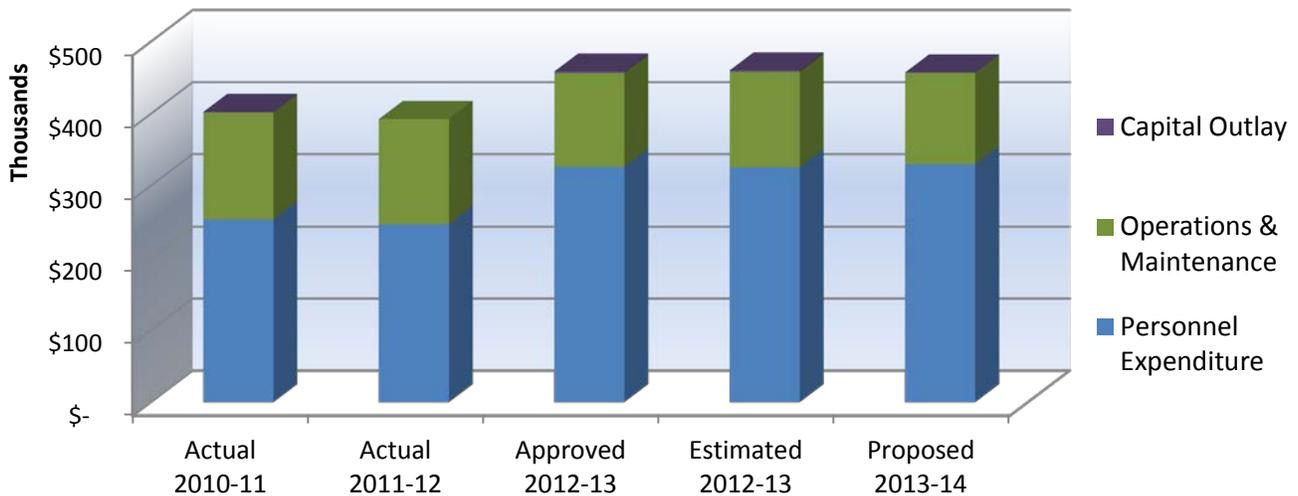
### Division No: 0410

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	2010-11 Actual	2011-12 Actual	2012-13 Approved	2012-13 Estimated	2013-14 Proposed
Work Orders Completed in Streets and Drainage Divisions	1,311	1,470	1,400	1,500	1,450
Development Plans Reviewed	175	173	150	343	300
Division Operating Budget 					
<i>Authorized Positions (FTE)</i>	3.9	3.9	3.5	3.5	3.5
◆ Personnel Expenditure	\$ 253,820	\$ 247,390	\$ 326,400	\$ 325,991	\$ 330,080
◇ Operations & Maintenance	148,446	145,618	130,800	132,822	127,230
◇ Capital Outlay	713	-	2,000	2,000	640
Division Total	\$ 402,979	\$ 393,008	\$ 459,200	\$ 460,813	\$ 457,950



# STREETS MAINTENANCE

*Public Works Department*

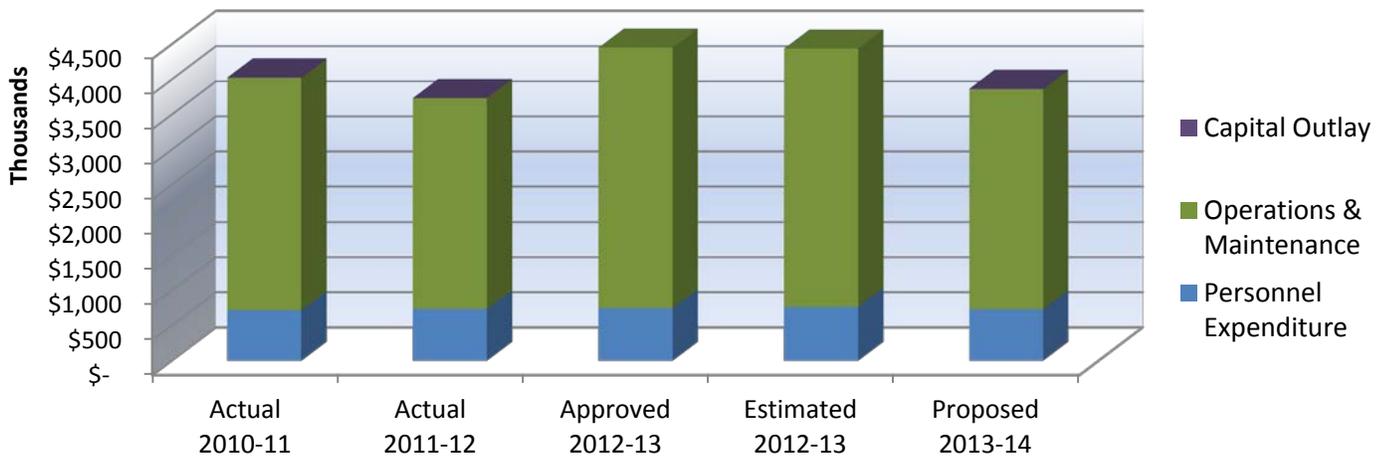
*Division No: 0411*

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	2010-11 Actual	2011-12 Actual	2012-13 Approved	2012-13 Estimated	2013-14 Proposed
Work Orders Completed	794	755	800	750	750
Square Feet of Asphalt Repaired	289,000	257,756	300,000	220,500	250,000
Percentage of Pothole Work Orders Responded to Within 1 Working Day	53%	39%	83%	90%	85%
Percentage of Sign Repairs Corrected Within 10 Working Days	98%	97%	95%	97%	95%
Sidewalk Grinds Completed	572	489	500	500	500
Percentage of Sidewalk Grinding Completed Within 1 Working Day When Identified as High Risk	95%	100%	90%	90%	90%
<b>Division Operating Budget</b> 					
<i>Authorized Positions (FTE)</i>	9.2	8.9	9.0	9.0	9.0
◆ Personnel Expenditure	\$ 723,536	\$ 740,913	\$ 752,410	\$ 769,706	\$ 736,080
◇ Operations & Maintenance	3,301,738	2,997,976	3,705,320	3,675,969	3,129,010
◇ Capital Outlay	7,047	843	-	-	6,960
<b>Division Total</b>	<b>\$ 4,032,321</b>	<b>\$ 3,739,732</b>	<b>\$ 4,457,730</b>	<b>\$ 4,445,675</b>	<b>\$ 3,872,050</b>



# STORMWATER AND FLOOD CONTROL

*Public Works Department*

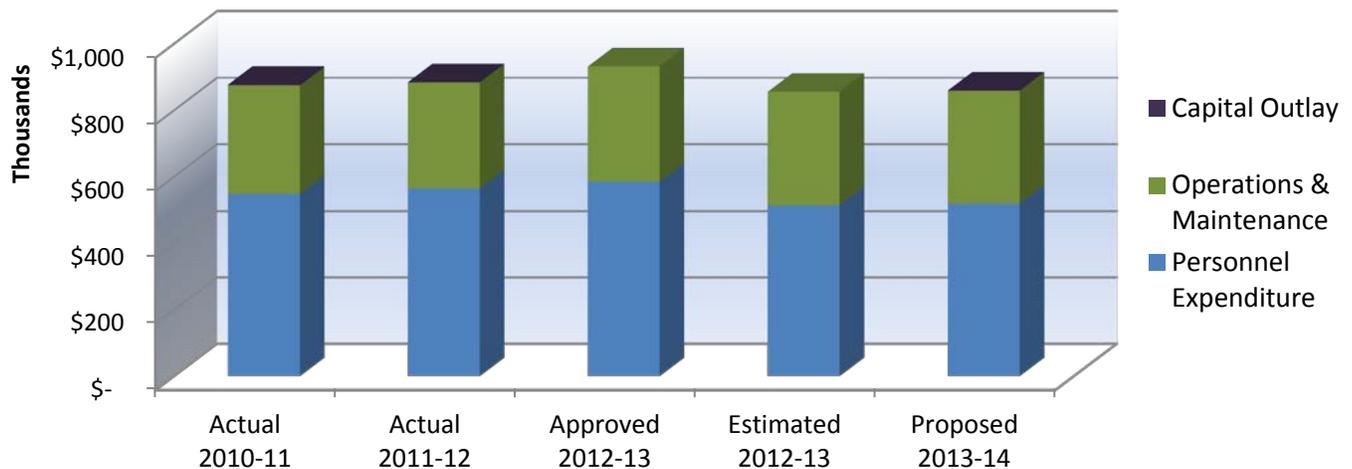
*Division No: 0412*

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	2010-11 Actual	2011-12 Actual	2012-13 Approved	2012-13 Estimated	2013-14 Proposed
Percentage of 1,453 Drop Inlets Inspected and Required Cleaning	100% / 2%	100%/10%	100% /10%	100%/9%	100%/9%
Percentage of 6.3 Miles of Concrete Channels Inspected and Cleaned	100%/100%	100%/70%	100%/100%	100%/59%	100%/75%
Percentage of 4.8 Miles (25.1 acres) of Earthen Channels Mowed	63%	77%	75%	98%	80%
Square Feet of Invasive Plants Removed	30,805	21,986	35,000	18,956	20,000
Corrugated Metal Pipe (CMP) Repairs	3	1	5	0	0
<b>Division Operating Budget</b> 🔍					
<i>Authorized Positions (FTE)</i>	7.0	7.0	7.0	7.0	6.0
◆ Personnel Expenditure	\$ 548,107	\$ 564,968	\$ 585,490	\$ 515,448	\$ 519,500
◆ Operations & Maintenance	327,280	319,559	347,020	340,857	340,060
◆ Capital Outlay	2,512	750	-	-	640
<b>Division Total</b>	<b>\$ 877,899</b>	<b>\$ 885,277</b>	<b>\$ 932,510</b>	<b>\$ 856,305</b>	<b>\$ 860,200</b>



# VEHICLE AND EQUIPMENT MAINTENANCE

*Public Works Department*

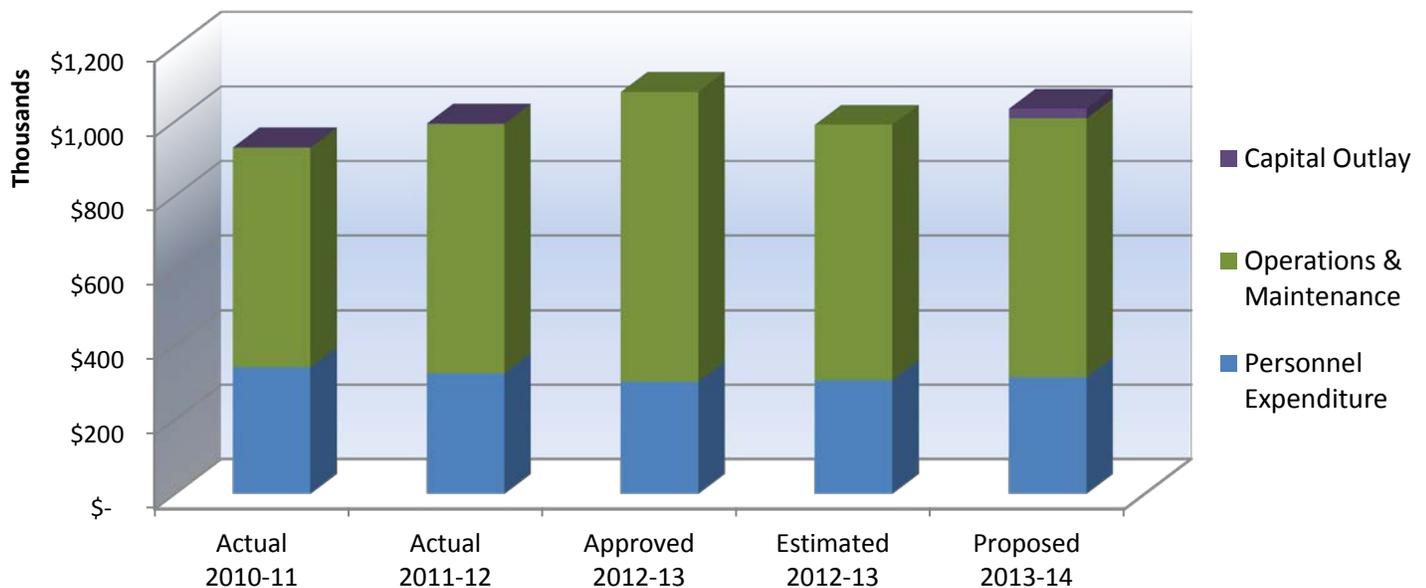
*Division No: 0413*

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>	2010-11 Actual	2011-12 Actual	2012-13 Approved	2012-13 Estimated	2013-14 Proposed
Total Street-Legal Vehicle Inventory	120	120	120	112	112
Percentage of Time Spent on Scheduled Maintenance Compared to Unscheduled Repairs	46% / 54%	46% / 54%	55% / 45%	45% / 55%	55% / 45%
Percentage of Regulatory Compliance Achieved (over 88 permits)	100%	100%	100%	100%	100%
<b>Division Operating Budget</b> 					
<i>Authorized Positions (FTE)</i>	3.9	3.7	3.0	3.0	3.0
◆ Personnel Expenditure	\$ 341,073	\$ 325,127	\$ 302,080	\$ 306,662	\$ 314,880
◆ Operations & Maintenance	589,118	669,123	778,220	685,241	694,120
◆ Capital Outlay	753	941	-	-	25,960
<b>Division Total</b>	<b>\$ 930,944</b>	<b>\$ 995,191</b>	<b>\$ 1,080,300</b>	<b>\$ 991,903</b>	<b>\$ 1,034,960</b>



# ENVIRONMENTAL PROGRAMS

*Public Works Department*

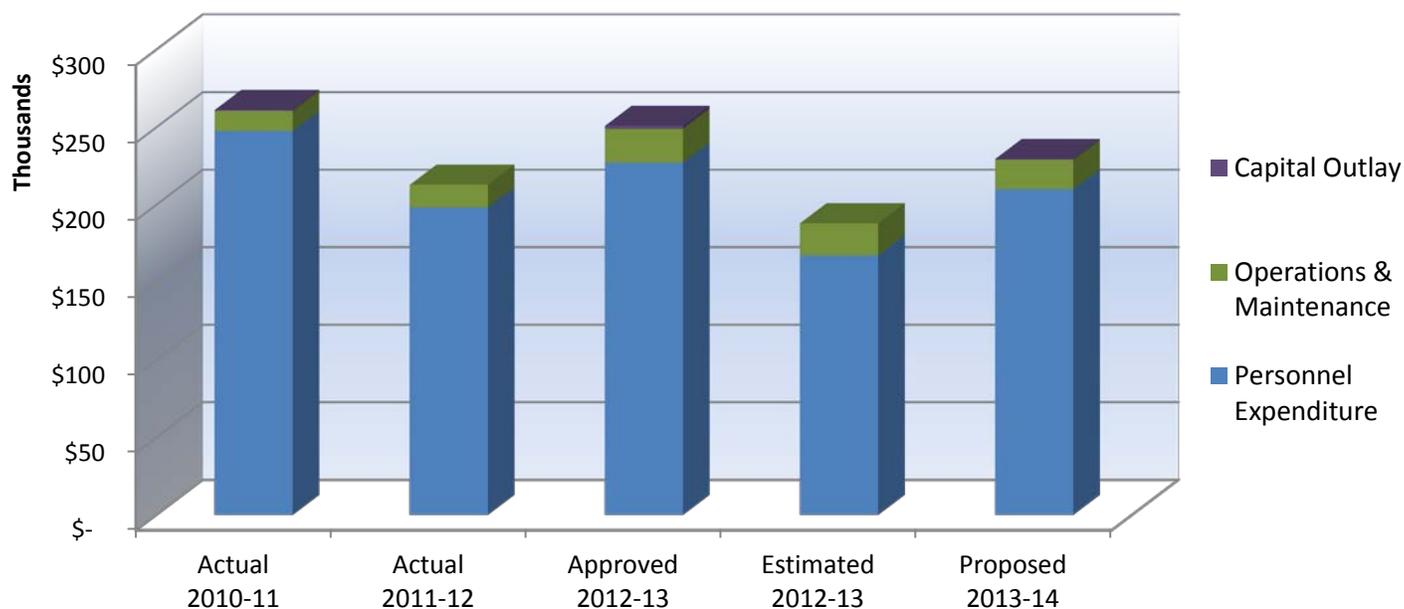
*Division No: 0417*

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 request in assigned operational areas

Division Activity Statistics	2010-11 Actual	2011-12 Actual	2012-13 Approved	2012-13 Estimated	2013-14 Proposed
Work Orders Completed in Parks, Facilities and Special Districts	2,140	2,005	2,000	1,757	2,009
Contracts/Projects Managed	34 / N/A	34 / N/A	30 / 50	29 / 45	30 / 50
<b>Division Operating Budget</b> 					
<i>Authorized Positions (FTE)</i>	2.0	2.0	2.5	2.5	2.5
◆ Personnel Expenditure	\$ 247,595	\$ 198,308	\$ 227,260	\$ 167,485	\$ 210,200
◆ Operations & Maintenance	13,135	14,764	21,860	20,742	18,930
◆ Capital Outlay	624	-	2,000	-	640
<b>Division Total</b>	<b>\$ 261,354</b>	<b>\$ 213,072</b>	<b>\$ 251,120</b>	<b>\$ 188,227</b>	<b>\$ 229,770</b>



Program Budgets	Approp. Through April 2013	Added for 2013-14	Total
1110-Beverage Container Recycling	\$ 185,823	\$ 12,860	\$ 198,683
1260-Used Oil Recycling	\$ 212,614	\$ 13,810	\$ 226,424
1697-Household Hazardous Waste	\$ 3,232,380	\$ -	\$ 3,232,380
<b>Total Program Budgets</b>	<b>\$ 3,630,817</b>	<b>\$ 26,670</b>	<b>\$ 3,657,487</b>

# PARKS, TRAILS AND LANDSCAPE MAINTENANCE

*Public Works Department*

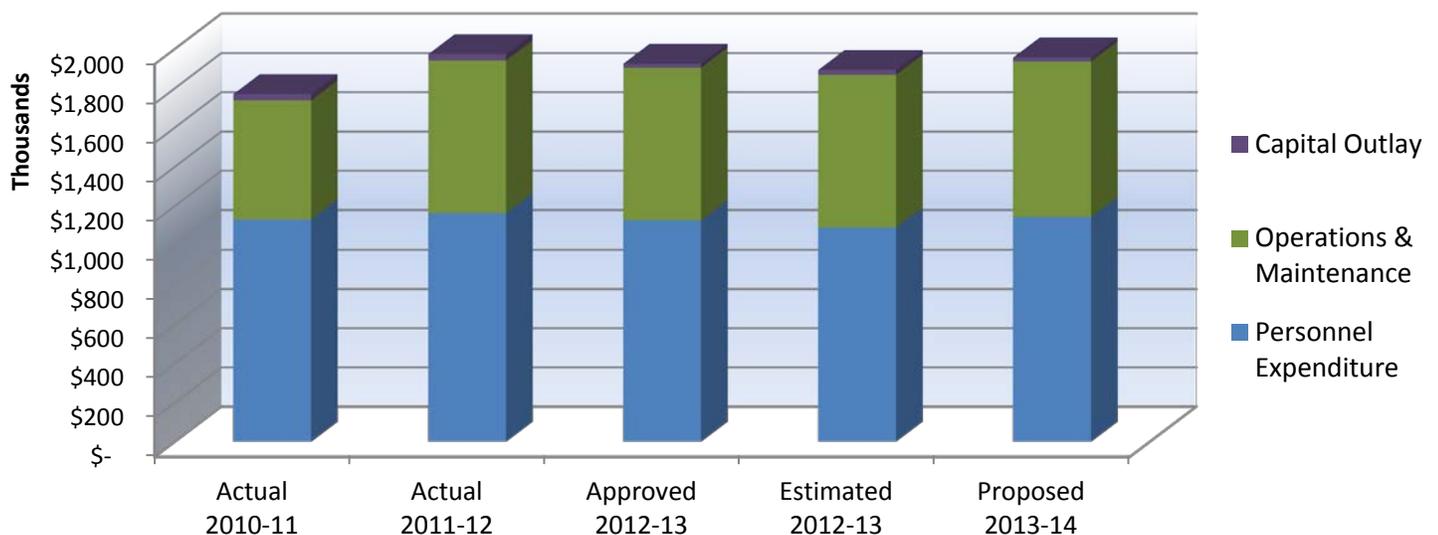
*Division No: 0418*

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.

<b>Division Activity Statistics</b>	2010-11 Actual	2011-12 Actual	2012-13 Approved	2012-13 Estimated	2013-14 Proposed
Acres Maintained	232	232	232	232	232
Sport Courts and Fields Maintained	26	26	26	26	26
Miles of Trails	55	55	56	56	56
Eagle Scout Projects Supported	20	22	25	15	15
Special Events Supported	32	24	24	24	24
Successor Agency/Housing Authority Properties Maintained	38	37	35	36	36
<b>Division Operating Budget</b> 					
<i>Authorized Positions (FTE)</i>	<i>16.0</i>	<i>14.9</i>	<i>14.0</i>	<i>14.0</i>	<i>14.0</i>
◆ Personnel Expenditure	\$ 1,132,913	\$ 1,164,615	\$ 1,127,770	\$ 1,091,024	\$ 1,145,130
◇ Operations & Maintenance	606,214	777,712	777,470	777,687	792,230
◇ Capital Outlay	31,526	32,387	20,600	25,160	20,280
<b>Division Total</b>	<b>\$ 1,770,653</b>	<b>\$ 1,974,714</b>	<b>\$ 1,925,840</b>	<b>\$ 1,893,871</b>	<b>\$ 1,957,640</b>



# FACILITIES MAINTENANCE

*Public Works Department*

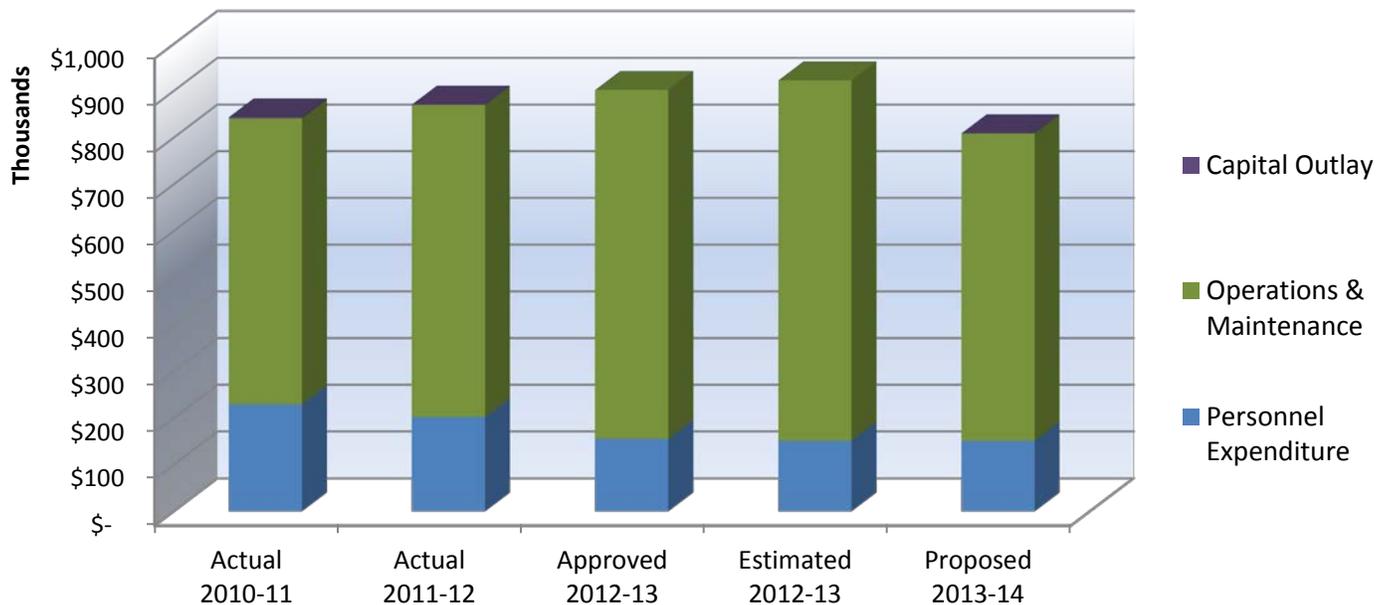
*Division No: 0419*

The Division provides contract and in-house repair, maintenance and janitorial functions for all City buildings and structures including 59 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

- » Undertake regular preventive maintenance activities.
- » Complete service requests.
- » Implement and administer prioritized reinvestment plan to maximize and protect City assets.

Division Activity Statistics	2010-11 Actual	2011-12 Actual	2012-13 Approved	2012-13 Estimated	2013-14 Proposed
Work Orders Completed	1,010	770	880	774	880
Percent of time preventive maintenance compared to unscheduled repair	N/A	45/55	32/68	26/74	10/90
Division Operating Budget 					
<i>Authorized Positions (FTE)</i>	2.5	2.0	2.0	2.0	2.0
◆ Personnel Expenditure	\$ 228,580	\$ 202,274	\$ 155,030	\$ 151,604	\$ 151,420
◆ Operations & Maintenance	612,812	667,955	747,580	771,448	657,510
◆ Capital Outlay	2,473	1,069	-	-	640
Division Total	\$ 843,865	\$ 871,298	\$ 902,610	\$ 923,052	\$ 809,570



# SPECIAL DISTRICTS AND CONTRACT SERVICES

## Public Works Department

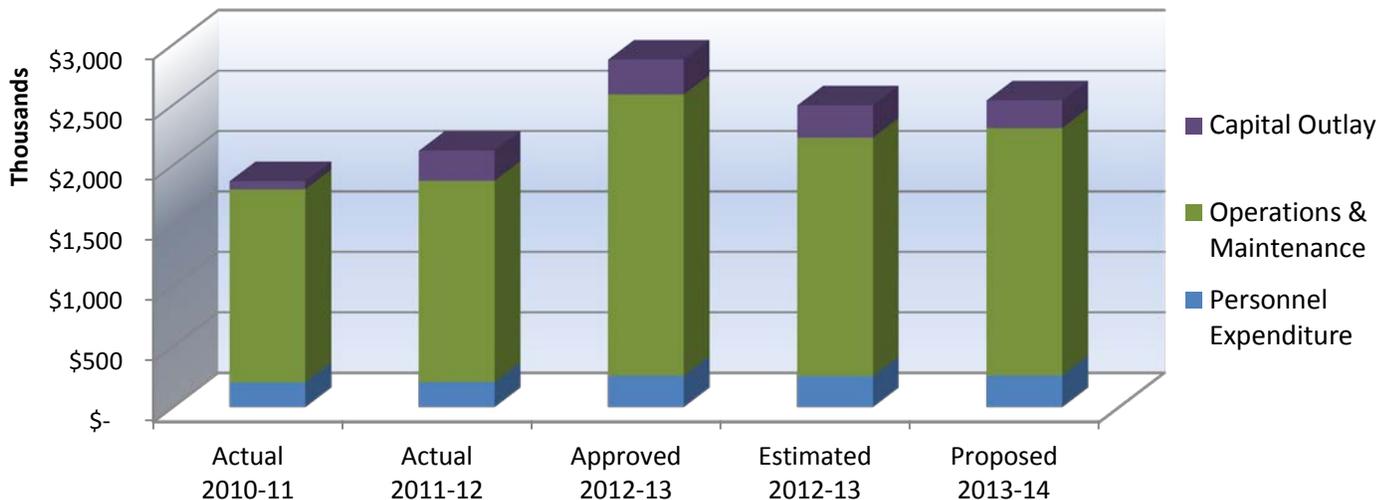
### Division No: 0420

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 56 intersections, lighted street signs and 25 flashing beacons within the boundaries of the Special Districts. The Division administers 10 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

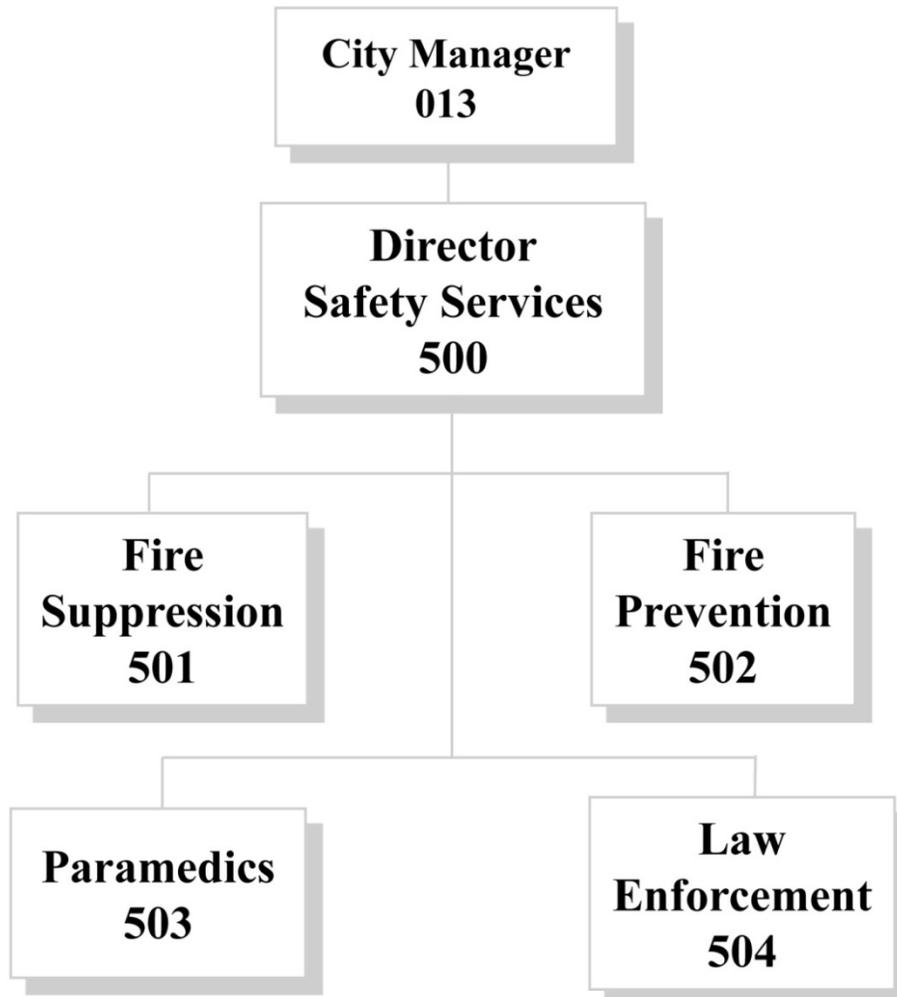
- » Enhance public safety by providing traffic signals, street lights, illuminated street name signs and safety lighting.
- » Enhance the quality of life of residents by providing safe, attractive and well-maintained landscaping.
- » Monitor water consumption in landscaped areas to achieve maximum water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

Division Activity Statistics	2010-11 Actual	2011-12 Actual	2012-13 Approved	2012-13 Estimated	2013-14 Proposed
Customer Inquiries and Service Requests	1,780	2,533	2,500	2,455	2,500
Street light outages	810	829	875	602	600
Percentage of Street lights repaired within 10 days	100%	73%	95%	94%	95%
Traffic signal calls	475	307	310	278	280
Emergency Traffic Signal Repairs	195	46	60	38	40
<b>Division Operating Budget</b>					
Authorized Positions (FTE)	2.0	1.3	1.0	1.0	1.0
◆ Personnel Expenditure	\$ 204,194	\$ 206,101	\$ 257,990	\$ 256,183	\$ 260,460
◆ Operations & Maintenance	1,597,875	1,665,841	2,329,550	1,973,598	2,048,570
◆ Capital Outlay	67,795	249,474	290,000	268,652	230,320
<b>Division Total</b>	<b>\$ 1,869,864</b>	<b>\$ 2,121,416</b>	<b>\$ 2,877,540</b>	<b>\$ 2,498,433</b>	<b>\$ 2,539,350</b>



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# SAFETY SERVICES

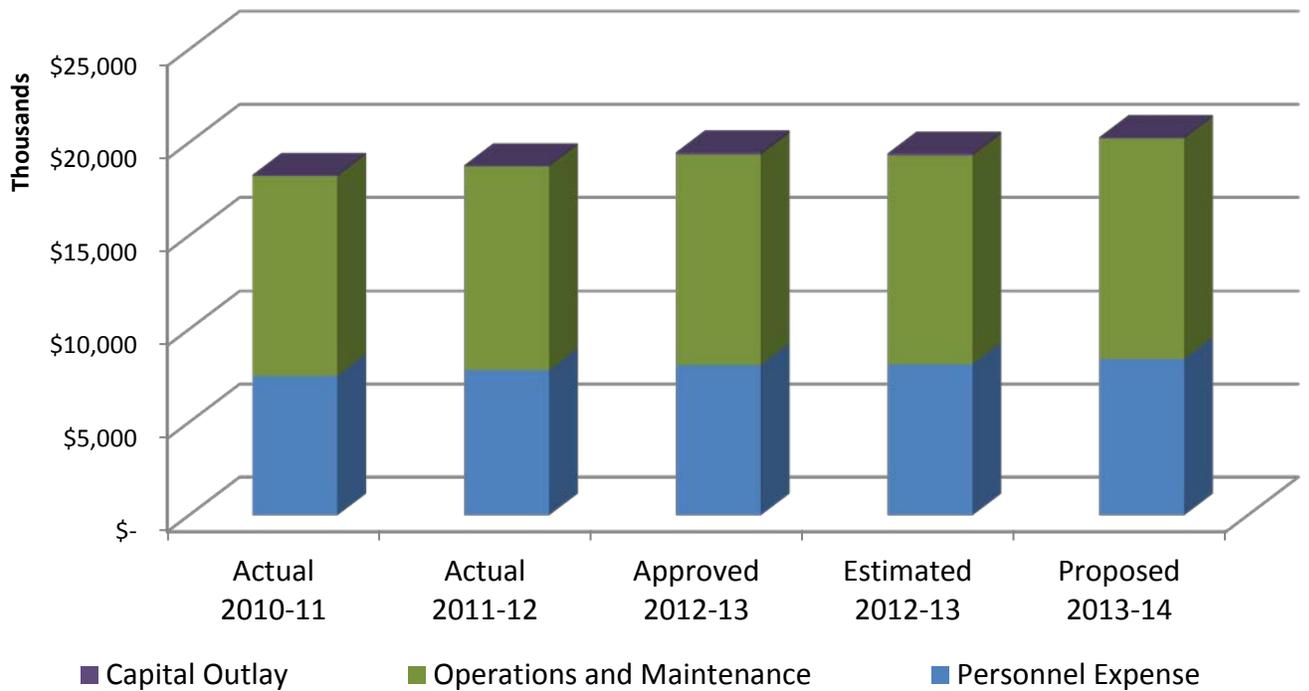




# SAFETY SERVICES

*Department Code: 0500*

Expense Classification	2010-11 Actual	2011-12 Actual	2012-13 Approved	2012-13 Estimated	2013-14 Proposed
<i>Authorized Positions</i>	53.6	52.7	54.0	54.0	54.0
Personnel Expense	\$ 7,485,741	\$ 7,793,094	\$ 8,075,760	\$ 8,121,410	\$ 8,397,270
Operations and Maintenance	10,711,720	10,926,888	11,277,920	11,182,795	11,824,010
Capital Outlay	67,205	56,191	121,100	111,217	65,240
<b>Total Department Budget</b>	<b>\$ 18,264,666</b>	<b>\$ 18,776,173</b>	<b>\$ 19,474,780</b>	<b>\$ 19,415,422</b>	<b>\$ 20,286,520</b>



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# DIRECTOR OF SAFETY SERVICES

## Safety Services Department

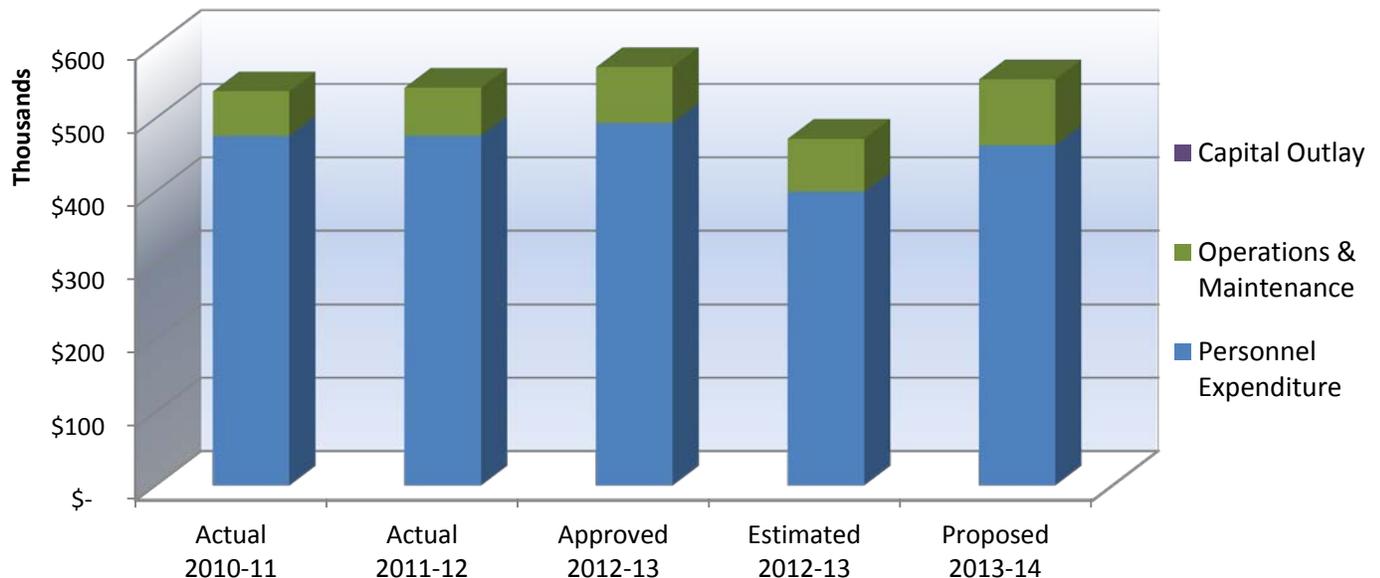
Division No: 0500

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

- » Deliver effective emergency response and service by maintaining a high level of professional competencies.
- » Remain one of the safest communities in San Diego County.
- » Continue to strengthen the City's emergency planning efforts and disaster preparedness technologies.

Division Activity Statistics	2010-11 Actual	2011-12 Actual	2012-13 Approved	2012-13 Estimated	2013-14 Proposed
Law enforcement activity reports	52	52	52	52	52
CERT training sessions & drills	4	8	8	8	8
<b>Division Operating Budget</b> 					
<i>Authorized Positions (FTE)</i>	3.1	3.2	3.0	3.0	3.0
◆ Personnel Expenditure	\$ 476,393	\$ 476,525	\$ 493,970	\$ 399,857	\$ 463,620
◇ Operations & Maintenance	60,828	65,583	76,260	72,701	89,940
◇ Capital Outlay	-	-	-	-	-
<b>Division Total</b>	<b>\$ 537,221</b>	<b>\$ 542,108</b>	<b>\$ 570,230</b>	<b>\$ 472,558</b>	<b>\$ 553,560</b>



Program Budgets	Approp. Through April 2013	Added for 2013-14	Total
1161- Emergency Preparedness	\$ 1,515,600	\$ -	\$ 1,515,600
1174- Red Cross Shelter Supplies	81,498	-	\$ 81,498
<b>Total Program Budgets</b>	<b>\$ 1,597,098</b>	<b>\$ -</b>	<b>\$ 1,597,098</b>

# FIRE SUPPRESSION

*Safety Services Department*

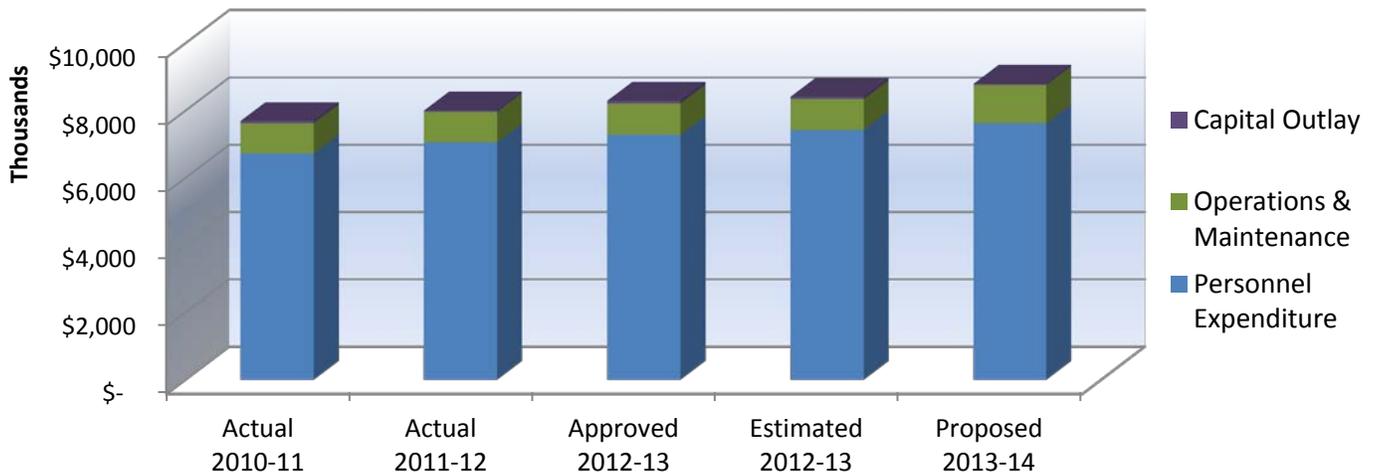
*Division No: 0501*

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	2010-11 Actual	2011-12 Actual	2012-13 Approved	2012-13 Estimated	2013-14 Proposed
Incident responses	3,674	3,638	3,700	3,780	3,800
Facility and apparatus work orders	254	274	200	170	175
Training and manipulative skill hours	14,724	15,577	15,000	15,200	15,500
Division Operating Budget					
<i>Authorized Positions (FTE)</i>	48.4	47.7	49.0	49.0	49.0
◆ Personnel Expenditure	\$ 6,728,174	\$ 7,054,635	\$ 7,283,610	\$ 7,427,264	\$ 7,629,950
◇ Operations & Maintenance	902,498	910,040	934,930	922,576	1,136,140
◇ Capital Outlay	65,460	40,218	79,100	69,217	35,850
<b>Division Total</b>	<b>\$ 7,696,132</b>	<b>\$ 8,004,893</b>	<b>\$ 8,297,640</b>	<b>\$ 8,419,057</b>	<b>\$ 8,801,940</b>



Program Budgets	Approp. Through April 2013	Added for 2013-14.	Total
1166- Fire Equipment 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*

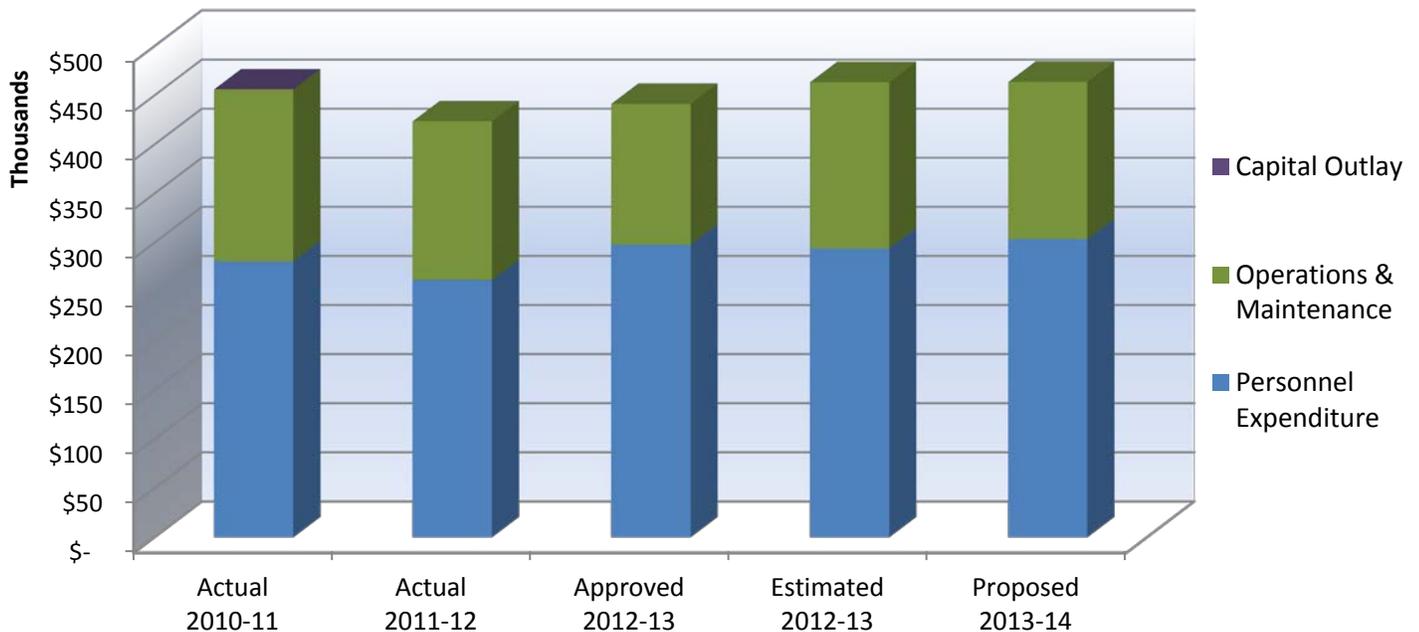
*Division No: 0502*

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.

Division Activity Statistics	2010-11 Actual	2011-12 Actual	2012-13 Approved	2012-13 Estimated	2013-14 Proposed
FCIP and business self-inspections	2,183	2,183	2,617	2,617	2,600
Operational permits issued	649	649	678	595	600
Plan reviews completed	662	705	700	936	900
<b>Division Operating Budget</b>					
<i>Authorized Positions (FTE)</i>	2.0	1.8	2.0	2.0	2.0
◆ Personnel Expenditure	\$ 281,174	\$ 261,934	\$ 298,180	\$ 294,289	\$ 303,700
◇ Operations & Maintenance	175,102	161,880	143,500	169,382	160,210
◇ Capital Outlay	30	-	-	-	-
<b>Division Total</b>	<b>\$ 456,306</b>	<b>\$ 423,814</b>	<b>\$ 441,680</b>	<b>\$ 463,671</b>	<b>\$ 463,910</b>



# PARAMEDICS

*Safety Services Department*

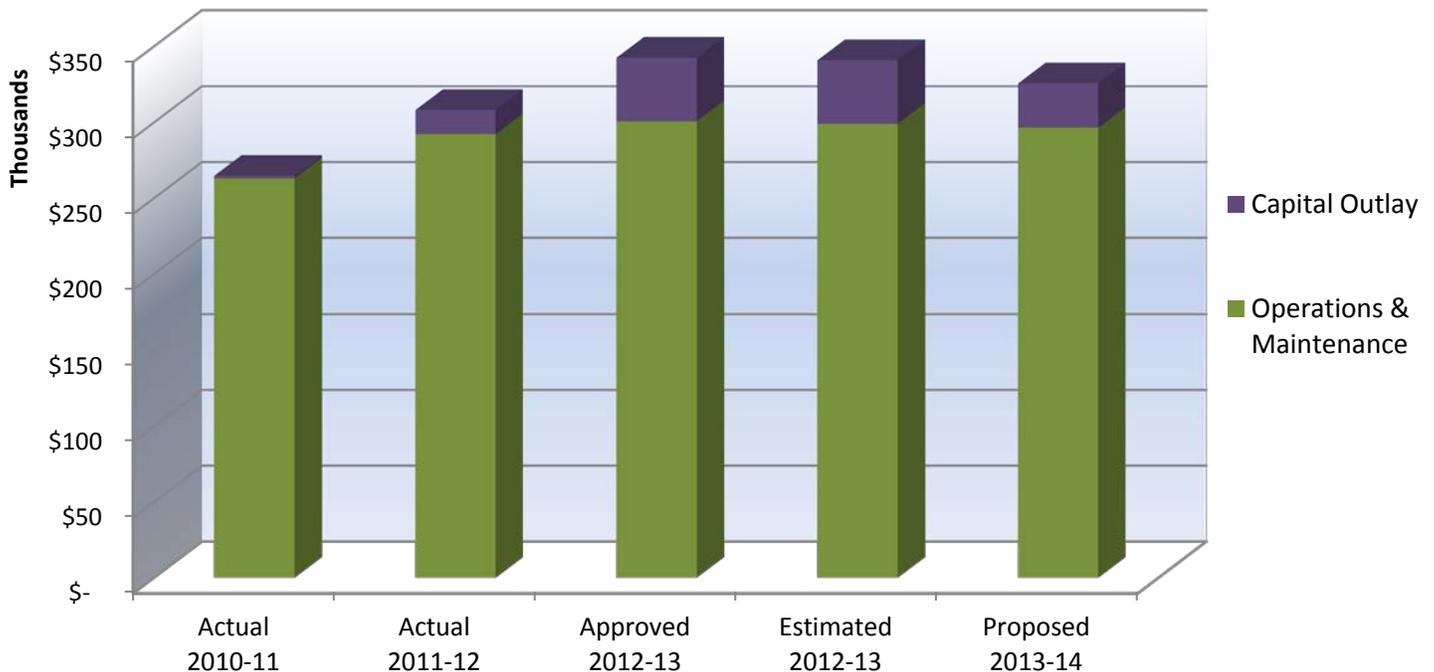
*Division No: 0503*

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	2010-11 Actual	2011-12 Actual	2012-13 Approved	2012-13 Estimated	2013-14 Proposed
Field care audit sessions	18	18	18	18	18
EMS in-service training	18	18	18	18	18
EMS Transports	1,674	1,739	1,700	1,616	1,760
Division Operating Budget					
♦ Operations & Maintenance	\$ 263,199	\$ 292,303	\$ 300,800	\$ 299,213	\$ 296,540
♦ Capital Outlay	1,715	15,973	42,000	42,000	29,390
Division Total	\$ 264,914	\$ 308,276	\$ 342,800	\$ 341,213	\$ 325,930



# LAW ENFORCEMENT

*Safety Services Department*

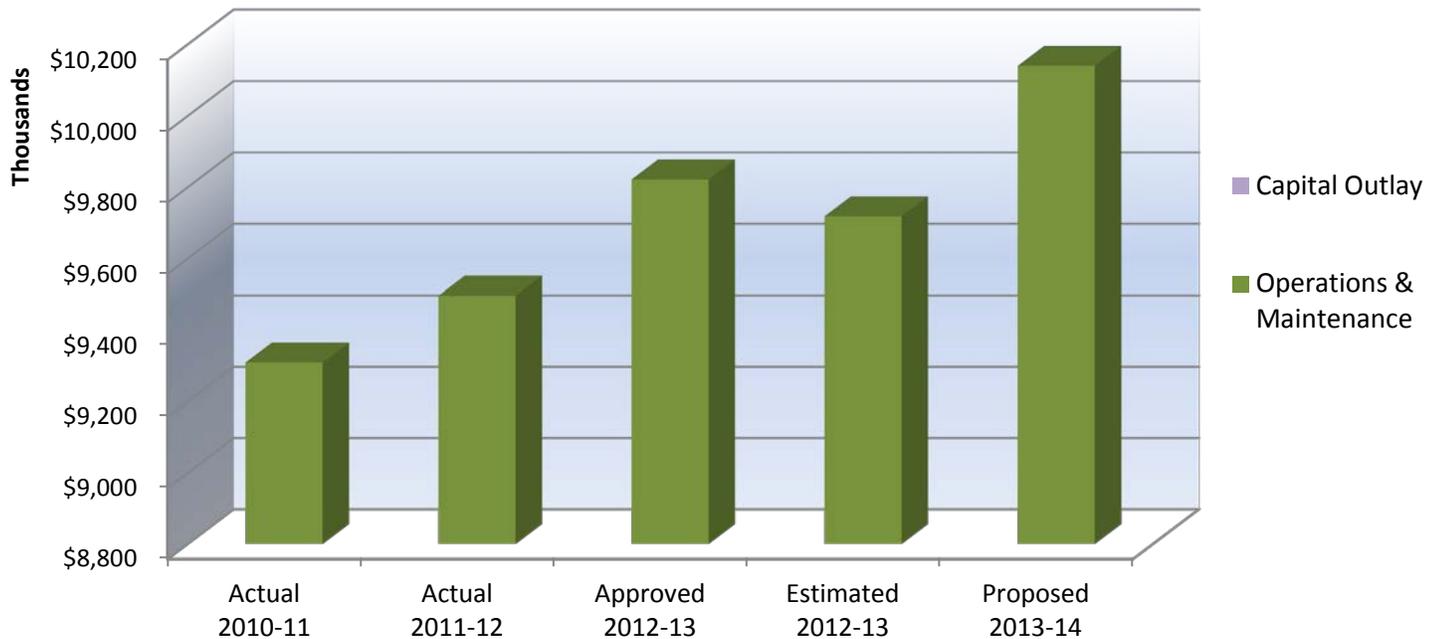
*Division No: 0504*

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	2010-11 Actual	2011-12 Actual	2012-13 Approved	2012-13 Estimated	2013-14 Proposed
Number of Calls for Service	14,663	14,283	14,205	14,205	14,197
Traffic Accident Reports	291	324	267	267	226
Start Smart Education Classes	15	17	14	14	12
Narcotic Arrests	212	219	238	238	256
<b>Division Operating Budget</b> 					
◆ Operations & Maintenance	\$ 9,310,094	\$ 9,497,082	\$ 9,822,430	\$ 9,718,923	\$ 10,141,180
◇ Capital Outlay	-	-	-	-	-
<b>Division Total</b>	<b>\$ 9,310,094</b>	<b>\$ 9,497,082</b>	<b>\$ 9,822,430</b>	<b>\$ 9,718,923</b>	<b>\$ 10,141,180</b>



Program Budgets	Approp. Thru April 2013	Added for 2013-14	Total
1152- Law Enforcement Equipment	\$ 16,685	\$ -	\$ 16,685
1160- Senior Volunteer Patrol Fund	46,764	-	\$ 46,764
<b>Total Program Budgets</b>	<b>\$ 63,449</b>	<b>\$ -</b>	<b>\$ 63,449</b>

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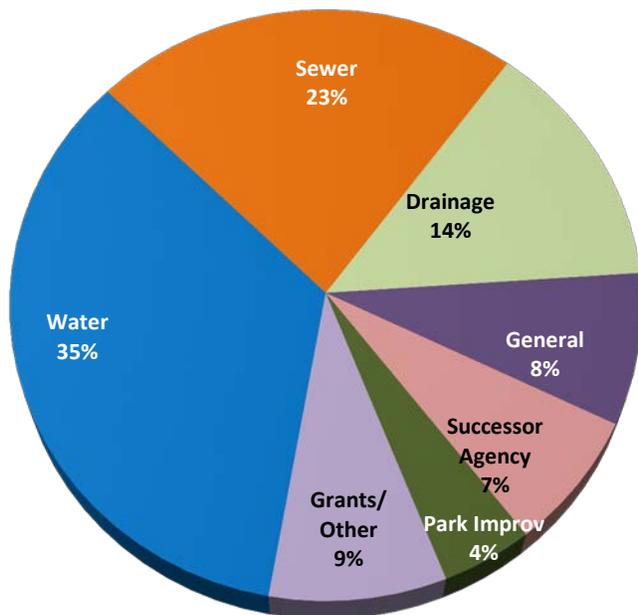
# CITY OF POWAY

## CAPITAL IMPROVEMENT PROGRAM OVERVIEW

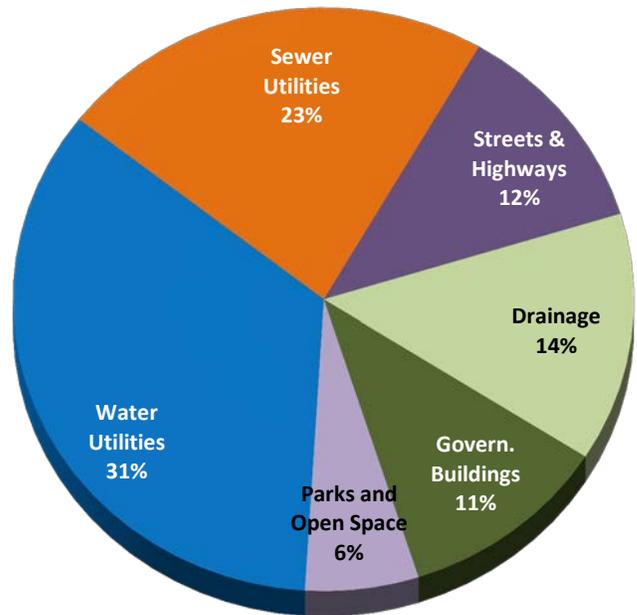
### Funding Sources

Source	Total Prior Appropriations	Proposed Appropriations	Total Project Appropriations	Funding Spent to Date	Available Balance
General Fund (100)	\$1,716,998	\$0	\$1,716,998	\$954,545	\$762,453
Street Develop. (222-226)	60,000	605,000	665,000	14,119	650,881
Drainage Fund (232)	2,813,606	50,000	2,863,606	2,203,213	660,393
CDBG Fund (241)	720,086	53,887	773,973	638,147	135,826
Fed/State Grants (242/253)	290,000	-	290,000	283,287	6,713
Park Improvement Fund (411)	890,000	50,000	940,000	882,458	57,542
Successor Agency (720)	1,523,892	-	1,523,892	1,523,892	-
Low/Mod Housing (416/472)	-	-	-	-	-
Water Fund (510/511)	6,343,550	848,232	7,191,782	5,117,996	2,073,786
Sewer Fund (520/521)	4,228,304	500,000	4,728,304	3,170,307	1,557,997
Capital Facilities (617)	-	-	-	-	-
Trusts (7xx)	110,740	(23,779)	86,961	86,961	-
<b>Total Budget</b>	<b>\$18,697,176</b>	<b>\$2,083,340</b>	<b>\$20,780,515</b>	<b>\$14,874,925</b>	<b>\$5,905,590</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	\$1,873,892	\$605,000	\$2,478,892	\$1,821,299	\$657,593
Drainage	2,813,606	50,000	2,863,606	2,203,213	660,393
Govern. Buildings	2,235,686	53,887	2,289,573	1,394,303	895,271
Parks and Open Space	1,202,138	26,221	1,228,359	1,167,808	60,550
Water Utilities	6,343,550	848,232	7,191,782	5,117,996	2,073,786
Sewer Utilities	4,228,304	500,000	4,728,304	3,170,307	1,557,997
<b>Total Budget</b>	<b>\$18,697,176</b>	<b>\$2,083,340</b>	<b>\$20,780,515</b>	<b>\$14,874,925</b>	<b>\$5,905,590</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 2013-14 Appropriation	Total Project Appropriation	Expenditures (through Mar. 2013 )	Available Balance
<b>Streets &amp; Highways Projects</b>							
Midland Road Improvements	12008	223A	\$ -	\$ 255,000	\$ 255,000	\$ -	\$ 255,000
Poway Road Corridor Study	12009	223A	-	350,000	350,000	-	350,000
Espola Rd Improv.-Design and EIR	5292	253/440	1,813,892	-	1,813,892	1,807,179	6,713
Traffic Signal Synchronization	1341	226	60,000	-	60,000	14,119	45,881
<b>Total Streets &amp; Highways Projects</b>			<b>\$ 1,873,892</b>	<b>\$ 605,000</b>	<b>\$ 2,478,892</b>	<b>\$ 1,821,299</b>	<b>\$ 657,593</b>
<b>Drainage Projects</b>							
Corrugated Metal Pipe Replacement	1437	232	\$ 2,118,606	\$ -	\$ 2,118,606	\$ 1,978,747	\$ 139,859
Corrugated Metal Pipe Study	1442	232	30,000	-	30,000	2,150	27,850
Rattlesnake Creek Bank Stabilization	1443	232/233	525,000	-	525,000	184,892	340,108
Stone Canyon Creek FEMA Flood Insurance Rate Map Revision	1444	232	140,000	-	140,000	37,424	102,577
Natural Channel Silt Study	1445	231	-	50,000	50,000	-	50,000
<b>Total Drainage Projects</b>			<b>\$ 2,813,606</b>	<b>\$ 50,000</b>	<b>\$ 2,863,606</b>	<b>\$ 2,203,213</b>	<b>\$ 660,393</b>
<b>Government Buildings Projects</b>							
Emergency Preparedness	1161	100	\$ 1,515,600	\$ -	\$ 1,515,600	\$ 756,155	\$ 759,445
ADA Barrier Removal	1548	241	720,086	53,887	773,973	638,147	135,826
<b>Total Govt. Buildings Projects</b>			<b>\$ 2,235,686</b>	<b>\$ 53,887</b>	<b>\$ 2,289,573</b>	<b>\$ 1,394,303</b>	<b>\$ 895,271</b>
<b>Parks &amp; Open Space Projects</b>							
Lights	1612	100/411	\$ 1,091,398	\$ -	\$ 1,091,398	\$ 1,080,847	\$ 10,550
Blue Sky Amphitheater	1630	783	110,740	(23,779)	86,961	86,961	-
Senior Center Design	1502	411	-	50,000	50,000	-	50,000
<b>Total Parks&amp;Open Space Projects</b>			<b>\$ 1,202,138</b>	<b>\$ 26,221</b>	<b>\$ 1,228,359</b>	<b>\$ 1,167,808</b>	<b>\$ 60,550</b>

**CITY OF POWAY  
CAPITAL IMPROVEMENT PROGRAM SUMMARY**

Project Title	Project No.	Funding Source	Total Prior Appropriations	FY 2013-14 Appropriation	Total Project Appropriation	Expenditures (through Mar. 2013)	Available Balance
<b>Water Utilities Projects</b>							
Water Dist. System Rehab.Study	1701	510	\$ -	\$ 80,000	\$ 80,000	\$ -	\$ 80,000
Water Treatment Plant Rehab.Study	1704	510	-	40,000	40,000	-	40,000
Fire Protection Upgrades	1744	510/511	1,414,400	-	1,414,400	1,009,725	404,675
High Valley Waterline	1750	510	1,526,538	(25,368)	1,501,170	1,501,170	-
Water System Repair/Replacement	1756	510	1,311,701	680,000	1,991,701	1,117,424	874,277
Clearwell Redundant Pipeline Design	1757	510/511	670,000	-	670,000	402,755	267,245
Treatment Plant Corrosion Repair	1760	510	1,090,000	-	1,090,000	1,016,034	73,966
Radio Remote Read Water Meters	1761	510	130,911	73,600	204,511	35,823	168,688
Reservoir Safety Modifications	1762	510	200,000	-	200,000	35,065	164,935
<b>Total Water Utilities Projects</b>			<b>\$ 6,343,550</b>	<b>\$ 848,232</b>	<b>\$ 7,191,782</b>	<b>\$ 5,117,996</b>	<b>\$ 2,073,786</b>
<b>Sewer Utilities Projects</b>							
Oak Knoll Sewer Siphon Air Jumper	1801	520	\$ 200,000	\$ -	\$ 200,000	\$ -	\$ 200,000
Annual Manhole Rehabilitation	1824	520	2,178,304	-	2,178,304	2,027,824	150,480
Annual Sewer Line Repair / Replace	1829	520	1,600,000	500,000	2,100,000	902,625	1,197,375
Sewer Master Plan Update	1832	520	250,000	-	250,000	239,858	10,142
<b>Total Sewer Utilities Projects</b>			<b>\$ 4,228,304</b>	<b>\$ 500,000</b>	<b>\$ 4,728,304</b>	<b>\$ 3,170,307</b>	<b>\$ 1,557,997</b>
<b>Total (27 Projects)</b>			<b>\$ 18,697,176</b>	<b>\$ 2,083,340</b>	<b>\$ 20,780,515</b>	<b>\$ 14,874,925</b>	<b>\$ 5,905,590</b>
<b>Capital Projects Funded through Departmental Operating Budgets</b>							
FY13/14 Street Maint. Slurry Seal	Div. 0411	100/223/224		\$ 1,489,600			
FY13/14 Street Overlay Project	Div. 0411	100/223		510,000			
Repairs & Painting-Variou Facilities	Div. 0105	617		527,900			
<b>Total Capital Projects Funded through Departmental Operating Budget</b>				<b>\$ 2,527,500</b>			
<b>Funding Source Definitions:</b>							
100 - General Fund		231/232 - Drainage Funds		510/511 - Water Funds			
222 - Street Development Fund		241 - CDBG Fund		520/521 - Sewer Funds			
223 - Transnet		242 - State Grant Fund		617 - Capital Facilities			
224 - Traffic Congestion Fund		253 - Federal Grant Fund					

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

### **Midland Road Improvements - CIP # 12008**

Project Manager: Zoubir Ouadah  
Responsible Department: Development Services  
Start Date: July 2013  
Estimated Completion: June 2014

#### Description

This project will include the design of improvements to Midland Road between Hilleary Place and Scots Way. The proposed work will include curbs, gutters, sidewalks, and drainage improvements and will provide for a transition from a four-lane to a two-lane roadway. 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 2013-14 Appropriation</b>	<b>Total Approp.</b>	<b>Life-to-Date Expended Mar. 2013</b>	<b>Available Balance</b>
Prop A Fund 223A (Transnet 70%)	-	255,000	255,000	-	255,000
<b>Total Budget</b>	<b>\$ -</b>	<b>\$ 255,000</b>	<b>\$ 255,000</b>	<b>\$ -</b>	<b>\$ 255,000</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: July 2013  
Estimated Completion: December 2014

#### Description

The Poway Road Corridor Study will focus on transportation and land use along Poway Road. The study will analyze traffic volumes and capacity, turning movements, driveway access, and medians and will include an amendment to the Poway Road Specific Plan to address land use, design, and economic development of land bordering Poway Road. The City will hire a consultant to conduct the necessary studies and prepare documents for City Council consideration. Work will begin in July 2013, and expected to take approximately 18 months to complete.

<b>Funding Source</b>	<b>Total Prior Approp.</b>	<b>FY 2013-14 Appropriation</b>	<b>Total Approp.</b>	<b>Life-to-Date Expended Mar. 2013</b>	<b>Available Balance</b>
Prop A Fund 223A (Transnet 70%)	-	350,000	350,000	-	350,000
<b>Total Budget</b>	<b>\$ -</b>	<b>\$ 350,000</b>	<b>\$ 350,000</b>	<b>\$ -</b>	<b>\$ 350,000</b>

Estimated Annual Operating Budget Impact: \$0

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

### **Espola Road Improvements – Design and EIR CIP # 5292**

Project Manager: Rich Whipple  
Responsible Department: Development Services  
Start Date: March 2008  
Estimated Completion: July 2013

#### Description

At the City Council meeting on March 11, 2008, the Council decided to pursue a three lane road widening of Espola Road, between Twin Peaks Road and Titan Way. An Environmental Impact Report (EIR) is being prepared for this three lane option. The budgeted work includes a preliminary design (30% design), environmental study, traffic study, and the preparation of a draft and final EIR. The design includes sidewalks, curb and gutter, driveways, streetlights, paving, signal modifications and utility undergrounding. The final EIR is scheduled for City Council consideration in June 2013. No funds are being requested for construction at this time.

<b>Funding Source</b>	<b>Total Prior Approp.</b>	<b>FY 2013-14 Appropriation</b>	<b>Total Approp.</b>	<b>Life-to-Date Expended Mar. 2013</b>	<b>Available Balance</b>
Federal Grant (253)	290,000	-	290,000	283,287	6,713
Redev.'01 TAB	1,523,892	-	1,523,892	1,523,892	-
<b>Total Budget</b>	<b>\$ 1,813,892</b>	<b>\$ -</b>	<b>\$ 1,813,892</b>	<b>\$ 1,807,179</b>	<b>\$ 6,713</b>

Estimated Annual Operating Budget Impact: \$0

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

### **Traffic Signal Synchronization - CIP # 1341**

Project Manager: Zoubir Ouadah  
Responsible Department: Development Services  
Start Date: March 2012  
Estimated Completion: March 2013

#### Description

This project involves the collection of peak traffic volume data at 33 signalized intersections and using this data to generate timing plans for signal synchronization along Poway Road, Twin Peaks Road, Community Road, and Espola Road. Synchronization of the signals is scheduled for completion by March 2013.

<b>Funding Source</b>	<b>Total Prior Approp.</b>	<b>FY 2013-14 Appropriation</b>	<b>Total Approp.</b>	<b>Life-to-Date Expended Mar. 2013</b>	<b>Available Balance</b>
Regional Arterials Traffic Mitigation Fund (226)	60,000	-	60,000	14,119	45,881
<b>Total Budget</b>	<b>\$ 60,000</b>	<b>\$ -</b>	<b>\$ 60,000</b>	<b>\$ 14,119</b>	<b>\$ 45,881</b>

Estimated Annual Operating Budget Impact: \$0

**City of Poway - Capital Improvement Program (Drainage)**

**Corrugated Metal Pipe Repair and Replacement - CIP # 1437**

Project Manager: Melody Rocco  
Responsible Department: Development Services  
Start Date: July 2012  
Estimated Completion: November 2013

Description

This fund is used to replace or repair failing corrugated metal drainage pipes citywide. The fiscal year 2013-14 project will replace or repair failing corrugated metal pipes on Poway grade. Construction is scheduled to coincide with the annual Public Works maintenance closure.

<b>Funding Source</b>	<b>Total Prior Approp.</b>	<b>FY 2013-14 Appropriation</b>	<b>Total Approp.</b>	<b>Life-to-Date Expended Mar. 2013</b>	<b>Available Balance</b>
Drainage (231)	2,118,606	-	2,118,606	1,978,747	139,859
<b>Total Budget</b>	<b>\$ 2,118,606</b>	<b>\$ -</b>	<b>\$ 2,118,606</b>	<b>\$ 1,978,747</b>	<b>\$ 139,859</b>

Estimated Annual Operating Budget Impact: \$0

**City of Poway - Capital Improvement Program (Drainage)**

**Corrugated Metal Pipe Study - CIP # 1442**

Project Manager: Melody Rocco  
Responsible Department: Development Services  
Start Date: June 2011  
Estimated Completion: November 2013

Description

The Corrugated Metal Pipe Study is an update of the corrugated pipe assessment study that was done in 1999. This study will analyze the condition and adequacy of existing corrugated metal culverts Citywide and provide recommendations for repairs and replacements. Work completed to date includes videoing of existing corrugated metal pipe in Street Maintenance Zone 5.

<b>Funding Source</b>	<b>Total Prior Approp.</b>	<b>FY 2013-14 Appropriation</b>	<b>Total Approp.</b>	<b>Life-to-Date Expended Mar. 2013</b>	<b>Available Balance</b>
Drainage – Dev. Impact (232)	30,000	-	30,000	2,150	27,850
<b>Total Budget</b>	<b>\$ 30,000</b>	<b>\$ -</b>	<b>\$ 30,000</b>	<b>\$ 2,150</b>	<b>\$ 27,850</b>

Estimated Annual Operating Budget Impact: \$0

## City of Poway - Capital Improvement Program (Drainage)

### **Rattlesnake Creek Streambank Stabilization CIP # 1443**

Project Manager: Melody Rocco  
Responsible Department: Development Services  
Start Date: September 2010  
Estimated Completion: October 2013

#### 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 includes all the necessary studies and design coordination with the regulatory agencies to address the long-term solution, and construction of the permanent solution. This project is currently advertising for construction.

<b>Funding Source</b>	<b>Total Prior Approp.</b>	<b>FY 2013-14 Appropriation</b>	<b>Total Approp.</b>	<b>Life-to-Date Expended Mar. 2013</b>	<b>Available Balance</b>
Drainage (231)	169,000	-	169,000	-	169,000
Drainage (232)	356,000	-	356,000	184,892	171,108
<b>Total Budget</b>	<b>\$ 525,000</b>	<b>\$ -</b>	<b>\$ 525,000</b>	<b>\$ 184,892</b>	<b>\$ 340,108</b>

Estimated Annual Operating Budget Impact: \$0

## City of Poway - Capital Improvement Program (Drainage)

### **Stone Canyon Creek FEMA Flood Insurance Rate Map Revision CIP #1444**

Project Manager: Steve Crosby  
Responsible Department: Development Services  
Start Date: July 2012  
Estimated Completion: December 2013

#### Description

The City has become aware of portions of Stone Canyon Creek in which actual field conditions differ from the current Federal Emergency Management Agency (FEMA) mapped special flood hazard boundary. This project will determine a more accurate special flood hazard boundary for the creek, and will process a FEMA Map Revision to reflect a more accurate boundary on the corresponding FEMA Flood Insurance Rate Map.

<b>Funding Source</b>	<b>Total Prior Approp.</b>	<b>FY 2013-14 Appropriation</b>	<b>Total Approp.</b>	<b>Life-to-Date Expended Mar. 2013</b>	<b>Available Balance</b>
Drainage (231)	140,000	-	140,000	37,424	102,577
<b>Total Budget</b>	<b>\$ 140,000</b>	<b>\$ -</b>	<b>\$ 140,000</b>	<b>\$ 37,424</b>	<b>\$ 102,577</b>

Estimated Annual Operating Budget Impact: \$0

## **City of Poway - Capital Improvement Program (Drainage)**

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

Project Manager: Steve Crosby

Responsible Department: Development Services

Start Date: July 2013

Estimated Completion: June 2014

#### Description

This project will select a qualified consultant through the RFP process to conduct field surveys to determine the current ground surface elevations in pre-selected natural channels and will compare the elevations to historic elevations of the channels. This information will be used to determine which channel sections, if any, have silted to a level which impacts the required capacity of the channel.

<b>Funding Source</b>	<b>Total Prior Approp.</b>	<b>FY 2013-14 Appropriation</b>	<b>Total Approp.</b>	<b>Life-to-Date Expended Mar. 2013</b>	<b>Available Balance</b>
Drainage (231)	-	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 (Government Buildings)**

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

Project Manager: Steve Crosby

Responsible Department: Development Services

Start Date: October 2011

Estimated Completion: Ongoing

#### Description

This project is used to improve the City's emergency response capabilities as needs are identified.

<b>Funding Source</b>	<b>Total Prior Approp.</b>	<b>FY 2013-14 Appropriation</b>	<b>Total Approp.</b>	<b>Life-to-Date Expended Mar. 2013</b>	<b>Available Balance</b>
General (100)	1,515,600	-	1,515,600	756,155	759,445
<b>Total Budget</b>	<b>\$ 1,515,600</b>	<b>\$ -</b>	<b>\$ 1,515,600</b>	<b>\$ 756,155</b>	<b>\$ 759,445</b>

Estimated Annual Operating Budget Impact: \$0

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

### **ADA Barrier Removal - CIP # 1548**

Project Manager: Melody Rocco  
Responsible Department: Development Services  
Estimated Completion: Ongoing

#### 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 FY13-14 project will include construction of ADA improvements at Old Poway Park, which were identified and designed as part of the fiscal year 2012-13 CDBG allocation.

<b>Funding Source</b>	<b>Total Prior Approp.</b>	<b>FY 2013-14 Appropriation</b>	<b>Total Approp.</b>	<b>Life-to-Date Expended Mar. 2013</b>	<b>Available Balance</b>
CDBG (241)	720,086	53,887	773,973	638,147	135,826
<b>Total Budget</b>	<b>\$ 720,086</b>	<b>\$ 53,887</b>	<b>\$ 773,973</b>	<b>\$ 638,147</b>	<b>\$ 135,826</b>

Estimated Annual Operating Budget Impact: \$0

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

### **Michael P. Cafagna Community Building & Senior Center - CIP # 1502**

Project Manager: Bob Manis  
Responsible Department: Development Services  
Start Date: July 2013  
Estimated Completion: December 2013

#### Description

This project will include completion of the schematic design for a new Community Building and Senior Center located at Poway Community Park.

<b>Funding Source</b>	<b>Total Prior Approp.</b>	<b>FY 2013-14 Appropriation</b>	<b>Total Approp.</b>	<b>Life-to-Date Expended Mar. 2013</b>	<b>Available Balance</b>
Park Improv. (411)	-	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 (Water Utilities)

### **Water Distribution System Maintenance and Rehabilitation Study**

#### **CIP #1701**

Project Manager: Steve Crosby  
Responsible Department: Development Services  
Start Date: July 2013  
Estimated Completion: June 2014

#### Description

This project will select a qualified consultant through the RFP process to conduct an assessment of the existing water distribution system infrastructure including piping, pressure reducing stations, and pump stations and document and prioritize recommended maintenance, repair, and rehabilitation projects.

<b>Funding Source</b>	<b>Total Prior Approp.</b>	<b>FY 2013-14 Appropriation</b>	<b>Total Approp.</b>	<b>Life-to-Date Expended Mar. 2013</b>	<b>Available Balance</b>
Water Imp. Fnd (510)	-	80,000	80,000	-	80,000
<b>Total Budget</b>	<b>\$ -</b>	<b>\$ 80,000</b>	<b>\$ 80,000</b>	<b>\$ -</b>	<b>\$ 80,000</b>

Estimated Annual Operating Budget Impact: \$0

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

### **Water Treatment Plant Maintenance and Rehabilitation Study**

#### **CIP #1704**

Project Manager: Steve Crosby  
Responsible Department: Development Services  
Start Date: July 2013  
Estimated Completion: June 2014

#### Description

This project will select a qualified consultant through the RFP process to conduct an assessment of the existing Water Treatment Plant and document and prioritize recommended maintenance, repair, and rehabilitation projects.

<b>Funding Source</b>	<b>Total Prior Approp.</b>	<b>FY 2013-14 Appropriation</b>	<b>Total Approp.</b>	<b>Life-to-Date Expended Mar. 2013</b>	<b>Available Balance</b>
Water Imp. Fnd (510)	-	40,000	40,000	-	40,000
<b>Total Budget</b>	<b>\$ -</b>	<b>\$ 40,000</b>	<b>\$ 40,000</b>	<b>\$ -</b>	<b>\$ 40,000</b>

Estimated Annual Operating Budget Impact: \$0

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

### **Fire Protection Upgrades - CIP # 1744**

Project Manager: Melody Rocco  
Responsible Department: Development Services  
Start Date: February 2011  
Estimated Completion: June 2013

#### Description

Phase 1 of this project consisted of identifying priorities for fire protection upgrades of the City's water system. This year's project, phase 2, will include the construction of new water mains and fire hydrants in Vian Road and in Green Valley Terrace. This project is scheduled to begin construction in April 2013.

<b>Funding Source</b>	<b>Total Prior Approp.</b>	<b>FY 2013-14 Appropriation</b>	<b>Total Approp.</b>	<b>Life-to-Date Expended Mar. 2013</b>	<b>Available Balance</b>
Water Fund (510)	931,424	-	931,424	931,424	-
Water Imp. Fnd (511)	482,976	-	482,976	78,301	404,675
<b>Total Budget</b>	<b>\$ 1,414,400</b>	<b>\$ -</b>	<b>\$ 1,414,400</b>	<b>\$ 1,009,725</b>	<b>\$ 404,675</b>

Estimated Annual Operating Budget Impact: \$0

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

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

Project Manager: Melody Rocco  
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 year 2013-14, these funds will be used to perform maintenance and rehabilitation assessments 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 2013-14 Appropriation</b>	<b>Total Approp.</b>	<b>Life-to-Date Expended Mar. 2013</b>	<b>Available Balance</b>
Water Fund (510)	1,311,701	680,000	1,991,701	1,117,424	874,277
<b>Total Budget</b>	<b>\$ 1,311,701</b>	<b>\$ 680,000</b>	<b>\$ 1,991,701</b>	<b>\$ 1,117,424</b>	<b>\$ 874,277</b>

Estimated Annual Operating Budget Impact: \$0

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

### **Clearwell Redundant Pipeline - CIP # 1757**

Project Manager: Melody Rocco  
Responsible Department: Development Services  
Start Date: November 2009  
Estimated Completion June 2014

#### 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.

<b>Funding Source</b>	<b>Total Prior Approp.</b>	<b>FY 2013-14 Appropriation</b>	<b>Total Approp.</b>	<b>Life-to-Date Expended Mar. 2013</b>	<b>Available Balance</b>
Water Fund (510)	349,383	-	349,383	349,383	-
Water Imp. Fnd (511)	320,617	-	320,617	53,373	267,245
<b>Total Budget</b>	<b>\$ 670,000</b>	<b>\$ -</b>	<b>\$ 670,000</b>	<b>\$ 402,755</b>	<b>\$ 267,245</b>

Estimated Annual Operating Budget Impact: \$0

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

### **Water Treatment Plant Corrosion Repair - CIP # 1760**

Project Manager: Jeff Beers  
Responsible Department: Development Services  
Start Date: October 2010  
Estimated Completion: April 2013

#### Description

This project involves the design and construction of corrosion repair measures at the Lester J. Berglund Water treatment Plant. Construction is currently underway and expected to be complete by April 2013.

<b>Funding Source</b>	<b>Total Prior Approp.</b>	<b>FY 2013-14 Appropriation</b>	<b>Total Approp.</b>	<b>Life-to-Date Expended Mar. 2013</b>	<b>Available Balance</b>
Water Fund (510)	1,090,000	-	1,090,000	1,016,034	73,966
<b>Total Budget</b>	<b>\$ 1,090,000</b>	<b>\$ -</b>	<b>\$ 1,090,000</b>	<b>\$ 1,016,034</b>	<b>\$ 73,966</b>

Estimated Annual Operating Budget Impact: \$0

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

### **Radio Remote Read Water Meters - CIP #1761**

Project Manager: Tom Howard  
Responsible Department: Public Works  
Start Date: October 2010  
Estimated Completion: April 2013

#### Description

This project funds the purchase and installation of remote read water meters at difficult to access locations throughout the City. For FY 2013-14, 400 meters are scheduled for replacement with the upgraded meters.

<b>Funding Source</b>	<b>Total Prior Approp.</b>	<b>FY 2013-14 Appropriation</b>	<b>Total Approp.</b>	<b>Life-to-Date Expended Mar. 2013</b>	<b>Available Balance</b>
Water Fund (510)	130,911	73,600	204,511	35,823	168,688
<b>Total Budget</b>	<b>\$ 130,911</b>	<b>\$ 73,600</b>	<b>\$ 204,511</b>	<b>\$ 35,823</b>	<b>\$ 168,688</b>

Estimated Annual Operating Budget Impact: \$0

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

### **Reservoir Safety Modifications - CIP # 1762**

Project Manager: Melody Rocco  
Responsible Department: Public Works  
Start Date: August 2012  
Estimated Completion: December 2013

#### Description

Of the City's 18 reservoirs, 11 require modifications in order to comply with Title 8 of California Code Section 3277. This project is currently in design and will include modifications to the top of the access ladders for each of these reservoirs to provide proper ingress and egress, a fixed security gate, a safety climb pole, and fall protection measures.

<b>Funding Source</b>	<b>Total Prior Approp.</b>	<b>FY 2013-14 Appropriation</b>	<b>Total Approp.</b>	<b>Life-to-Date Expended Mar. 2013</b>	<b>Available Balance</b>
Water Fund (510)	200,000	-	200,000	35,065	164,935
<b>Total Budget</b>	<b>\$ 200,000</b>	<b>\$ -</b>	<b>\$ 200,000</b>	<b>\$ 35,065</b>	<b>\$ 164,935</b>

Estimated Annual Operating Budget Impact: \$0

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

### **Oak Knoll Sewer Siphon Air Jumper - CIP # 1801**

Project Manager: Melody Rocco  
Responsible Department: Development Services  
Start Date: November 2013  
Estimated Completion: December 2013

#### Description

The existing sewer lines in Oak Knoll Road include a siphon structure, which carries wastewater flows under the existing Oak Knoll Road drainage culvert. Because the siphon flows full, odorous gases cannot cross the siphon structure and are forced out of openings in the sewer line upstream of the siphon. To address odor issues, staff has determined that the best long term solution would be the construction of an air jumper; a pipeline which allows the movement of air across a sewer siphon. This project will include the design and construction of an air jumper across the Oak Knoll Sewer Siphon. This project will be funded with money that was previously appropriated to the Annual Sewer Line Repair and Replace project in FY 12/13.

<b>Funding Source</b>	<b>Total Prior Approp.</b>	<b>FY 2013-14 Appropriation</b>	<b>Total Approp.</b>	<b>Life-to-Date Expended Mar. 2013</b>	<b>Available Balance</b>
Sewer Fund (520)	200,000	-	200,000	-	200,000
<b>Total Budget</b>	<b>\$ 200,000</b>	<b>\$ -</b>	<b>\$ 200,000</b>	<b>\$ -</b>	<b>\$ 200,000</b>

Estimated Annual Operating Budget Impact: \$0

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

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

Project Manager: Tom Howard  
Responsible Department: Public Works  
Start Date: September 2013  
Estimated Completion: June 2014

#### Description

This project continues the City's manhole rehabilitation program. The project provides rehabilitation of approximately 100 existing sewer manholes. This rehabilitation is intended to eliminate inflow/infiltration into the manholes extending their useful life in order to avoid more costly replacement.

<b>Funding Source</b>	<b>Total Prior Approp.</b>	<b>FY 2013-14 Appropriation</b>	<b>Total Approp.</b>	<b>Life-to-Date Expended Mar. 2013</b>	<b>Available Balance</b>
Sewer Fund (520)	2,178,304	-	2,178,304	2,027,824	150,480
<b>Total Budget</b>	<b>\$ 2,178,304</b>	<b>\$ -</b>	<b>\$ 2,178,304</b>	<b>\$ 2,027,824</b>	<b>\$ 150,480</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: Melody Rocco  
Responsible Department: Development Services  
Estimated Completion: Ongoing

#### Description

This project is part of an annual program to maintain the City's sewer system. Portions of the sewer system are prioritized annually for repair, replacement, or lining. In fiscal year 2012-13 (1829A), design work began for the lining of approximately 2,000 linear feet of existing sewer main, and the replacement of existing sewer facilities in Olive Tree Lane, and in Pomerado Road at Stone Canyon Road. Construction of these improvements will be completed in fiscal year 2013-14.

<b>Funding Source</b>	<b>Total Prior Approp.</b>	<b>FY 2013-14 Appropriation</b>	<b>Total Approp.</b>	<b>Life-to-Date Expended Mar. 2013</b>	<b>Available Balance</b>
Sewer Fund (520)	1,600,000	500,000	2,100,000	902,625	1,197,375
<b>Total Budget</b>	<b>\$ 1,600,000</b>	<b>\$ 500,000</b>	<b>\$ 2,100,000</b>	<b>\$ 902,625</b>	<b>\$ 1,197,375</b>

Estimated Annual Operating Budget Impact: \$0

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

### **Sewer Master Plan Update - CIP # 1832**

Project Manager: Jeff Beers  
Responsible Department: Development Services  
Start Date: May 2011  
Estimated Completion: April 2013

#### Description

This project will update the existing 2000 Sewer Master Plan and re-evaluate overall system design, address system capacity concerns, and determine maintenance and rehabilitation requirements for aging infrastructure. The Master Plan is complete and is scheduled for presentation to the City Council in April 2013.

<b>Funding Source</b>	<b>Total Prior Approp.</b>	<b>FY 2013-14 Appropriation</b>	<b>Total Approp.</b>	<b>Life-to-Date Expended Mar. 2013</b>	<b>Available Balance</b>
Sewer Fund (520)	250,000	-	250,000	239,858	10,142
<b>Total Budget</b>	<b>\$ 250,000</b>	<b>\$ -</b>	<b>\$ 250,000</b>	<b>\$ 239,858</b>	<b>\$ 10,142</b>

Estimated Annual Operating Budget Impact: \$0

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

### **FY13/14 Street Maintenance - Slurry Seal Division 0411**

Project Manager: Jeff Beers

Responsible Department: Development Services

Start Date: June 2013

Estimated Completion: September 2013

#### Description

The fiscal year 2013-14 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, seal coat or slurry, and raising utility lids to grade as-needed. This year the program is in the neighborhoods north of Twin Peaks Road and along Community and Midland roads.

<b>Funding Source</b>	<b>Total Prior Approp.</b>	<b>FY 2013-14 Appropriation</b>	<b>Total Approp.</b>	<b>Life-to-Date Expended Mar. 2013</b>	<b>Available Balance</b>
General (100)		\$ 1,005,320			
Transnet (223)		413,100			
Gas Tax (211)		41,180			
Wtr/Swr (510/520)		30,000			
<b>Total Budget</b>		<b>\$ 1,489,600</b>			

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

### **FY13/14 Street Overlay Project Division 0411**

Project Manager: Jeff Beers

Responsible Department: Development Services

Start Date: June 2013

Estimated Completion: September 2013

#### 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 2013-14, work will be completed to portions of Twin Peaks Road from Community Road to Wood Creek Road, High Pine Street, Derringer Road, Reo Real Drive, and Blanco Court.

<b>Funding Source</b>	<b>Total Prior Approp.</b>	<b>FY 2013-14 Appropriation</b>	<b>Total Approp.</b>	<b>Life-to-Date Expended Mar. 2013</b>	<b>Available Balance</b>
General (100)		\$ -			
Transnet (223)		510,000			
<b>Total Budget</b>		<b>\$ 510,000</b>			

# **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](#)

[Authorized Positions by Department](#)

[Position Classifications](#)

[Organization Goals and Objectives](#)