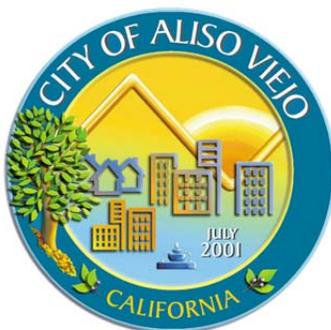


AGENDA

ALISO VIEJO CITY COUNCIL REGULAR MEETING
WEDNESDAY, MAY 6, 2015
6:30 P.M. CLOSED SESSION
7:00 P.M. PUBLIC MEETING / PUBLIC HEARINGS

City Hall
Council Chambers
12 Journey
Aliso Viejo, CA



Mayor William A. Phillips
Mayor Pro Tem Mike Munzing
Councilmember Ross Chun
Councilmember David C. Harrington
Councilmember Phillip B. Tsunoda

WELCOME to the City of Aliso Viejo City Council meeting. Those persons wishing to address the City Council are requested to complete and submit to the City Clerk a "Request to Address City Council" form available at the entrance to the City Council Chambers. Speakers will be called at the appropriate time as their interested matter is heard. COMMENTS WILL BE LIMITED TO THREE MINUTES PER SPEAKER. Council proceedings are recorded.

It is the City's intention to comply with the Americans with Disabilities Act (ADA). If you need special assistance to participate in the meeting, the City will make reasonable arrangements to ensure accessibility and/or accommodations. [28 CFR 35.102-35.104 ADA Title II] Please contact the City Clerk's Office at (949) 425-2505 at least 48 hours prior to the meeting.

Regular meetings of the City Council are held on the first and third Wednesday of the month at the City Hall Council Chambers, 12 Journey, Aliso Viejo. Copies of the agenda are available in the lobby at City Hall on the Thursday preceding a regularly scheduled City Council meeting. Supplemental documents relating to specific agenda items are available for review in the City Clerk's office, 12 Journey, Aliso Viejo. For more information, please contact City Hall at (949) 425-2505.

DAVID A. DOYLE
CITY MANAGER

SCOTT C. SMITH
CITY ATTORNEY

MITZI ORTIZ
CITY CLERK

**PLEASE SILENCE ALL CELL PHONES AND OTHER
ELECTRONIC EQUIPMENT WHILE CITY COUNCIL IS IN SESSION**

CALL TO ORDER: Convene Meeting to Closed Session and Roll Call - 6:30 p.m.

PRESENT:

ABSENT:

PUBLIC COMMENTS: At this time members of the public may address the City Council regarding any items appearing on the Closed Session agenda. Those persons wishing to address the City Council are requested to complete a "Request to Address City Council" form available on the table adjacent to the front door of the City Council Chambers. COMMENTS ARE LIMITED TO THREE MINUTES PER SPEAKER.

CLOSED SESSION

1. **CONFERENCE LEGAL COUNSEL – ANTICIPATED LITIGATION**
Significant Exposure to Litigation Pursuant to Government Code Section 54956.9(d)(4)
Number of Cases: 1

CALL TO ORDER: Reconvene Meeting to Open Session and Roll Call - 7:00 p.m.

PRESENT:

ABSENT:

PLEDGE OF ALLEGIANCE:

SPECIAL PRESENTATIONS

- A. [COUNCIL RECOGNITION OF DON JUAN AVILA MIDDLE SCHOOL TEACHER OF THE YEAR BECKY FRIEDLAND](#)
- B. [RECOGNITION OF DEPUTY RAFIQ NABI BY MOTHERS AGAINST DRUNK DRIVERS](#)
- C. [WILDFIRE AWARENESS WEEK PROCLAMATION](#)

ADDITIONS, DELETIONS, REORDERING TO THE AGENDA

CONSENT CALENDAR NOTICE: Any member of the public who wishes to discuss a Consent Calendar item should complete and submit to the City Clerk a "Request to Address City Council" form available at the entrance to the City Council Chambers. Speakers will be called at the appropriate time as their interested matter is heard. COMMENTS ARE LIMITED TO THREE MINUTES PER SPEAKER.

CONSENT CALENDAR ITEM NOS. 1-6

All matters listed on the Consent Calendar will be acted upon by one vote unless members of the City Council, staff, or the public request a matter to be discussed and/or removed from the Consent Calendar for separate action. Items removed from the Consent Calendar will be discussed and voted upon immediately following City Council action on the remainder of the Consent Calendar.

1. WAIVE THE READING OF ALL ORDINANCES AND RESOLUTIONS

RECOMMENDED ACTION: Approve the reading by title only of all ordinances and resolutions wherein the titles appear on the public agenda; said titles shall be determined to have been read by title, and further reading is waived.

2. APPROVAL OF MINUTES – APRIL 15, 2015 REGULAR MEETING

RECOMMENDED ACTION: Approve the subject Minutes as submitted.

3. ACCOUNTS PAYABLE

RECOMMENDED ACTION:

1. Ratify accounts payable checks issued April 9, 2015 in the amount of \$1,717,272.61;
2. Ratify accounts payable checks issued April 16, 2015 in the amount of \$100,691.16; and
3. Ratify accounts payable checks issued April 23, 2015 in the amount of \$127,358.36.

4. TREASURER'S STATEMENT – MARCH 2015

RECOMMENDED ACTION: Approve the March 2015 Treasurer's Statement.

5. JOINT COOPERATIVE AGREEMENT FOR J01P28 OUTFALL URBAN RUNOFF TREATMENT FACILITY

RECOMMENDED ACTION:

1. Authorize the Mayor to execute Joint Cooperative Agreement D14-035 with the County of Orange; and
2. Authorize the appropriation of \$91,200 from the General Fund unreserved fund balance.

6. ON-CALL PARKING AND TRAFFIC ANALYSIS SERVICES

RECOMMENDED ACTION:

1. Award contract to KOA Corporation to perform on-call Parking & Traffic Analysis services;
2. Award contract to RK Engineering Group to perform on call Parking & Traffic Analysis services
3. Authorize the City Manager to execute a professional services contract with KOA Corporation for an amount not to exceed \$75,000 as needed for a period of up to June 30, 2018; and

4. Authorize the City Manager to execute a professional services contract with RK Engineering Group for an amount not to exceed \$75,000 as needed for a period of up to June 30, 2018.

END OF CONSENT CALENDAR

PUBLIC HEARING ITEM NO. 7

7. [PA15-005 – REVIEW OF VERIZON WIRELESS’ PROPOSED CONDITIONAL USE PERMIT FOR THE PLACEMENT OF SIX PANEL ANTENNAS ON A LIGHT POLE AT ALISO VIEJO COMMUNITY PARK PLUS A BASE STATION. THE PROJECT IS CATEGORICALLY EXEMPT FROM ENVIRONMENTAL REVIEW UNDER CEQA GUIDELINES SECTIONS 15301 AND 15302](#)

RECOMMENDED ACTION: Staff recommends the City Council adopt the resolution approving a conditional use permit for the placement of six panel antennas on a light pole at Aliso Viejo Community Park ballfield plus a supporting base station, and find the use categorically exempt under State CEQA Guidelines.

DISCUSSION ITEM NOS. 8-9

8. [DRAFT ANNUAL BUDGET FOR FY 2015-16](#)

RECOMMENDED ACTION: Review the draft Annual Budget for FY 2015-16 and provide direction to staff.

9. [HOTEL VIABILITY ECONOMIC ASSISTANCE PROGRAM](#)

RECOMMENDED ACTION: Staff recommends the Council adopt the Resolution making CEQA findings pursuant to Public Resources Code section 21166 and State CEQA Guidelines section 15162 and adopting a Hotel Viability Economic Assistance Program.

COMMUNITY INPUT

Members of the public wishing to address the City Council are requested to complete and submit to the City Clerk a “Request to Address City Council” form available at the entrance to the City Council Chambers. **IN COMPLIANCE WITH THE BROWN ACT, NO DISCUSSION OR ACTION MAY BE TAKEN ON COMMENTS RECEIVED AT THIS TIME, EXCEPT THE CITY COUNCIL MAY BRIEFLY RESPOND TO STATEMENTS MADE OR QUESTIONS POSED.** Comments are limited to three (3) minutes per speaker.

CITY MANAGER’S REPORT

ANNOUNCEMENTS / COUNCIL COMMENTS / COMMITTEE UPDATES

ADJOURNMENT: The next regularly scheduled meeting is May 20, 2015.

City of Aliso Viejo

Agenda Item



DATE: May 6, 2015
TO: Mayor and City Council
FROM: Kelly Tokarski, KT Community Relations
SUBJECT: COUNCIL RECOGNITION TO DON JUAN AVILA MIDDLE SCHOOL
TEACHER OF THE YEAR BECKY FRIEDLAND

Recommended Action:

Present Becky with a certificate of appreciation.

Summary:

Becky Friedland has taught in the Capistrano Unified School District for nine years. She began teaching elementary school at Crown Valley and then Wood Canyon. After three years, she moved up to seventh and eighth grade science at Don Juan Avila and says middle school was the perfect fit for her.

Becky leads the science department at DJAMS as department chair. She is also a Beginning Teacher Support and Assessment (BTSA) Provider for two first-year teachers and currently has a student teacher. Becky believes teachers must constantly work to learn more and improve their teaching practice. Supporting new teachers exposes her to fresh ideas and provides energy to improve her own teaching.

Becky wants students to understand their world and have a passion for learning. Science promotes this attitude toward education by allowing students to learn by doing and challenges them to make connections between the classroom and their lives.

APPROVED FOR SUBMITTAL TO THE CITY COUNCIL

A handwritten signature in black ink, consisting of several loops and a long tail, positioned above a horizontal line.

David Doyle
City Manager

CITY COUNCIL MEETING OF MAY 6, 2015

PRESENTATIONS:

- B. RECOGNITION OF DEPUTY RAFIQ NABI BY MOTHERS AGAINST DRUNK DRIVERS – ORAL PRESENTATION ONLY.



Proclamation

WHEREAS, California is in a “Drought State of Emergency,” and Orange County’s long, hot, and dry months without adequate rainfall make our wildland areas vulnerable to severe wildfire conditions; and

WHEREAS, Orange County is currently experiencing low humidity and dry periods, which has made the brush extremely dry and flammable, creating ongoing dangerous fire conditions; and

WHEREAS, this year’s “Wildfire Awareness Week” theme of, “Ready, Set, Go!,” emphasizes the importance of hardening your home with fire resistant building materials, ensuring homeowners know it is their responsibility to maintain 100-foot of defensible space, and to be prepared with emergency supplies and evacuation routes as some of the most important ways to protect families and homes from wildfires; and

WHEREAS, “all Californians who live, work and recreate in our state’s wildland areas must recognize the high risk of wildfire, and should make every effort to be fire safe and take all precautions to protect themselves, their property, their community and our natural resources; and

WHEREAS, “Wildfire Awareness Week” is a valuable opportunity for California’s fire agencies, our partners and our communities to reduce the risk of wildfire and increase public safety and environmental health; and

WHEREAS, Governor Jerry Brown and the California Office of Emergency Services designate the first full week of May as “Wildfire Awareness Week” throughout the state.

NOW, THEREFORE BE IT RESOLVED that the Orange County Fire Authority Board of Directors does hereby declare May 3-9, 2015, as “Wildfire Awareness Week.”

Dated this 6th day of May, 2015

William A. Phillips, Mayor



CITY OF ALISO VIEJO
CITY COUNCIL MINUTES
REGULAR MEETING
APRIL 15, 2015, 7:00 P.M.
Council Chambers, City Hall, 12 Journey
Aliso Viejo, California

CALL TO ORDER: Mayor Phillips called the Study Session of the City Council of the City of Aliso Viejo to order at 6:05 p.m.

PRESENT: MAYOR WILLIAM A. PHILLIPS
MAYOR PRO TEM MIKE MUNZING
COUNCILMEMBER ROSS CHUN
COUNCILMEMBER DAVID C. HARRINGTON

ABSENT: COUNCILMEMBER PHILLIP B. TSUNODA

STAFF PRESENT: DAVID A. DOYLE, CITY MANAGER
SCOTT SMITH, CITY ATTORNEY
MITZI ORTIZ, CITY CLERK
GLENN YASUI, ADMINISTRATIVE SERVICES DIRECTOR
GINA THARANI, FINANCE DIRECTOR
ALBERT ARMIJO, PLANNING DIRECTOR
JENNIFER LOWE, ASSOCIATE PLANNER

STUDY SESSION:

1. ALISO VIEJO TOWN CENTER CONCEPT PLAN

Planning Director Albert Armijo introduced Stanley Hoffman (Stanley R. Hoffman and Associates) who presented an overview of retail and market analysis. Greg Stoffel provided additional information related to the retail and market analysis. Staff responded to questions regarding police patrols, transient occupancy tax, sales tax revenues, marketing strategies, types of businesses, and median household incomes.

Councilmember Tsunoda arrived at 7:05 p.m.

Mayor Phillips opened for public comment and the following persons spoke:

1. Paul Quintiliani expressed support for the concept plan.
2. Bob Bunyan expressed concern with lack of access roads.
3. Russ Parker (Parker Properties) expressed support for the concept plan.

There were no other speakers. No further action was taken.

The Study Session adjourned at 7:10 p.m.

CALL TO ORDER: Mayor Phillips called the Regular Meeting of the City Council of the City of Aliso Viejo to order at 7:17 p.m.

PRESENT: MAYOR WILLIAM A. PHILLIPS
MAYOR PRO TEM MIKE MUNZING
COUNCILMEMBER ROSS CHUN
COUNCILMEMBER DAVID C. HARRINGTON
COUNCILMEMBER PHILLIP B. TSUNODA

ABSENT: NONE

STAFF PRESENT: DAVID A. DOYLE, CITY MANAGER
SCOTT SMITH, CITY ATTORNEY
MITZI ORTIZ, CITY CLERK
GLENN YASUI, ADMINISTRATIVE SERVICES DIRECTOR
KAREN CROCKER, COMMUNITY SERVICES DIRECTOR
GINA THARANI, FINANCE DIRECTOR
SHAUN PELLETIER, PUBLIC WORKS DIRECTOR / CITY
ENGINEER
ALBERT ARMIJO, PLANNING DIRECTOR
JENNIFER LOWE, ASSOCIATE PLANNER
LT. JOHN MACPHERSON, CHIEF OF POLICE SERVICES

PLEDGE OF ALLEGIANCE: Led by Fire Chief Bryan Brice.

SPECIAL PRESENTATIONS

A. **COUNCIL RECOGNITION OF ALISO VIEJO MIDDLE SCHOOL TEACHER OF THE YEAR JENNIFER JACOBSON**

Mayor Phillips presented Jennifer Jacobson with a Certificate of Recognition.

ADDITIONS, DELETIONS, REORDERING TO THE AGENDA

None.

CONSENT CALENDAR ITEM NOS. 1 - 6

Mayor Phillips asked if any member of the City Council, staff or the public wished to remove an item from the Consent Calendar. There were no requests to remove items from the Consent Calendar.

MOTION: COUNCILMEMBER CHUN MOVED AND COUNCILMEMBER HARRINGTON SECONDED TO APPROVE CONSENT CALENDAR ITEMS 1 - 6, AS PRESENTED.

1. WAIVE THE READING OF ALL ORDINANCES AND RESOLUTIONS

Approved the reading by title only of all ordinances and resolutions wherein the titles appear on the public agenda; said titles shall be determined to have been read by title, and further reading is waived.

2. APPROVAL OF MINUTES – APRIL 1, 2015 REGULAR MEETING

Approved the subject Minutes as submitted.

3. ACCOUNTS PAYABLE

1. Ratified accounts payable checks issued March 26, 2015 in the amount of \$35,093.55; and
2. Ratified accounts payable checks issued April 2, 2015 in the amount of \$185,178.69.

4. AWARD CONTRACT TO VMI, INC. FOR COUNCIL CHAMBERS AUDIO / VISUAL PROJECT

1. Awarded a contract to VMI, Inc. in the amount of \$93,887.91 for the Aliso Viejo Council Chambers Audio / Visual Project;
2. Authorized the City Manager to execute a contract with VMI, Inc.
3. Authorized City Staff to make total compensation to VMI, Inc. for an amount not to exceed \$93,887.91 plus \$10,000 (approximately 10% above the contract amount) to allow for contingencies, totaling \$103,887.91; and
4. Authorized an appropriation of \$103,887.91 in FY 2014-15 to be funded by a technology grant.

5. AMENDMENT TO THE WASTE DISPOSAL AGREEMENT WITH THE COUNTY OF ORANGE

1. Approved an Amendment to the Agreement with the County of Orange for waste disposal at the County's landfill system that revises the allocation of Net Import Revenues and extends the term five (5) years through June 30, 2025; and
2. Authorized the City Manager to execute the Amendment to the Agreement.

6. FIRST AMENDMENT TO AGREEMENT FOR LANDSCAPE MAINTENANCE SERVICES FOR CITY FACILITIES – NIEVES LANDSCAPE, INC.

1. Approved a First Amendment to the Agreement with Nieves Landscape, Inc. (HCI) to perform landscape maintenance services for City facilities that extends the term one year and increases the contract amount by \$110,000 for a total authorization of \$416,000 since 2012; and
2. Authorized the City Manager to execute the First Amendment to the Agreement.

MOTION CARRIED UNANIMOUSLY

END OF CONSENT CALENDAR

DISCUSSION ITEM NOS. 7-9

7. **ALISO VIEJO TOWN CENTER CONCEPT PLAN**

Planning Director Albert Armijo presented the staff report. Matt Shannon, (Urbanus), Alex Tabrizi (RK Engineering) and City Manager David Doyle provided additional information. Staff responded to questions regarding additional research, discussions with stakeholders, residential market study, housing density, traffic impacts, flexibility of concept plan and parking. Mayor Phillips opened for public comment and the following persons spoke:

1. Steven LaMotte (Building Industry Association of Orange County) expressed support for the concept plan.
2. David Ball (CT Realty) expressed support for the concept plan.
3. Karen Rasmussen expressed support for the concept plan.
4. Nancy Conley expressed support for increase in commercial and dining; and expressed concern with high density housing.
5. Robert Montgomery (Buie Stoddard Group) expressed support for the concept plan.

There were no other speakers.

MOTION: MAYOR PRO TEM MUNZING MOVED AND COUNCILMEMBER HARRINGTON SECONDED TO CONTINUE THE MATTER TO JUNE 3, 2015.

MOTION CARRIED UNANIMOUSLY

8. **CONFERENCE CENTER MANAGEMENT SERVICES PROPOSAL – RECOMMENDATION**

City Manager David Doyle introduced Community Services Director Karen Crocker who presented the staff report. Staff responded to questions regarding evaluation process, responsiveness of proposers and proposed management fees. Mayor Phillips opened for public comment and the following persons spoke:

1. Ollie Becker (KemperSports) commented on current operations and proposal submitted by KemperSports.
2. Lyons (ZGolf) expressed appreciation for the opportunity to provide Conference Center Management Services.

There were no other speakers.

MOTION: MAYOR PRO TEM MUNZING MOVED AND COUNCILMEMBER CHUN SECONDED TO AUTHORIZE CITY MANAGER TO ENTER INTO EXCLUSIVE NEGOTIATIONS WITH ZGOLF FOOD AND BEVERAGE SERVICES FOR A FIVE YEAR CONTRACT FOR THE MANAGEMENT, OPERATIONS AND MAINTENANCE SERVICES OF THE CONFERENCE CENTER.

MOTION CARRIED 4-1 WITH COUNCILMEMBER TSUNODA DISSENTING

9. **ASSEMBLY BILL 1217 (DALY) – COMPOSITION OF ORANGE COUNTY FIRE AUTHORITY BOARD OF DIRECTORS (OCFA)**

City Manager David Doyle presented the staff report. Staff responded to questions regarding potential amendments.

MOTION: COUNCILMEMBER CHUN MOVED AND COUNCILMEMBER HARRINGTON SECONDED TO DIRECT THE CITY MANAGER TO SEND A LETTER ON BEHALF OF THE CITY COUNCIL TO ASSEMBLYMAN TOM DALY AND THE OCFA BOARD OF DIRECTORS EXPRESSING OPPOSITION TO ASSEMBLY BILL 1217 UNLESS THE BILL IS AMENDED.

MOTION CARRIED UNANIMOUSLY

COMMUNITY INPUT

1. Nancy Conley expressed appreciation for the Volunteer Recognition Dinner.

CITY MANAGER'S REPORT

None.

ANNOUNCEMENTS / COUNCIL COMMENTS / COMMITTEE UPDATES

Councilmember Chun:

- Participated in LCC Transportation, Communication and Public Works Policy Committee Meeting and conference calls
- Attended various TCA Board and Committee Meetings
- Attended SCAG Meetings
- Attended AVCA Board Meeting

Councilmember Harrington:

- Commented on State of California transportation funds

Councilmember Tsunoda:

- Commended Mayor Pro Tem Munzing for representing the City at the Orange County Board of Supervisors Meeting

Mayor Pro Tem Munzing:

- Attended Laguna Beach Boys & Girls Club Breakfast
- Attended SCAG Meeting
- Attended Orange County Board of Supervisors Meeting
- Attended Volunteer Recognition Dinner

Mayor Phillips:

- Attended Executive Library Meeting
- Attended meeting with Supervisor Bartlett and Orange County Sheriff staff
- Commended Mayor Pro Tem Munzing for representing the City at the Orange County Board of Supervisors Meeting

ADJOURNMENT: Mayor Phillips adjourned the meeting at 9:50 p.m. to the next regularly scheduled meeting of May 6, 2015.

Respectfully submitted:

Approved by:

MITZI ORTIZ, MMC
CITY CLERK

WILLIAM A. PHILLIPS
MAYOR

City of Aliso Viejo

Agenda Item



DATE: May 6, 2015
TO: Mayor and City Council
FROM: Gina M. Tharani, Director of Financial Services
SUBJECT: ACCOUNTS PAYABLE

Recommended Action:

1. Ratify accounts payable checks issued April 9, 2015 in the amount of \$1,717,272.61 and
2. Ratify accounts payable checks issued April 16, 2015 in the amount of \$100,691.16 and
3. Ratify accounts payable checks issued April 23, 2015 in the amount of \$127,358.36.

Fiscal Impact:

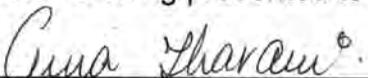
Expenditures in the amount of \$1,945,322.13

Background:

The City issues accounts payable checks on a bi-monthly basis and submits them to the City Council for review and approval prior to the creation of accounts payable checks. Special check runs are done on a weekly basis with the City Council ratification at its next regularly scheduled City Council Meeting.

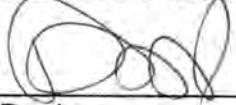
Discussion:

The issued accounts payable checks were reviewed and approved for payment. The register is being presented to City Council for approval.



Gina M. Tharani
Director of Financial Services

APPROVED FOR SUBMITTAL TO THE CITY COUNCIL



David Doyle
City Manager

Attachment: Accounts Payable Reports

Agenda Item 3-3

Vendor Name	Description (Item)	Amount
AAA AWARDS & MONOGRAMMING	L.E. DEPUTY NAME TAGS	82.08
ALL CITY MANAGEMENT SERVICES	C.S. - CROSSING GUARD	7,745.00
FRANZ JELKE INC	VIN#7050 BATTERY REPLACEMENT	234.62
	LAW ENFORCEMENT-OTHER TOTAL:	8,191.70

CRIME PREVENTION

ALISO VIEJO SELF STORAGE	U * k * hk * "au\ k * 8- k-Vu" O	700.00
	CRIME PREVENTION TOTAL:	700.00

GENERAL FUND TOTAL: 1,646,489.34

102 - GEN. FD-CITY HALL

NON-DEPARTMENTAL

JAMES J MARX	APR'15 PLUMBING SVC - KITCHEN	125.00
	NON-DEPARTMENTAL TOTAL:	125.00

GOVERNMENT BUILDINGS

ASSA ABLOY ENTRANCE SYSTEMS US INC	KEY FOB READER INSTALLATION	238.33
	GOVERNMENT BUILDINGS TOTAL:	238.33

GEN. FD-CITY HALL TOTAL: 363.33

203 - GAS TAX

STREET MAINTENANCE

PV MAINTENANCE INC	U * k * OTREET MAINTENANCE	44,790.39
	STREET MAINTENANCE TOTAL:	44,790.39

GAS TAX TOTAL: 44,790.39

215 - PUBLIC SAFETY GRANTS

LAW ENFORCEMENT-OTHER

COUNTY OF ORANGE TREASURER-TAX COLLECTOR	APR'15 MDC RECURRING	2,260.79
COUNTY OF ORANGE TREASURER-TAX COLLECTOR	APR'15 PVS RECURRING	1,288.78
COUNTY OF ORANGE TREASURER-TAX COLLECTOR	APR'15 PVS REPLACEMENT	1,124.39
COUNTY OF ORANGE TREASURER-TAX COLLECTOR	APR'15 MDC REPLACEMENT	1,647.17

LAW ENFORCEMENT-OTHER TOTAL: 6,321.13

PUBLIC SAFETY GRANTS TOTAL: 6,321.13

245 - DEVELOPMENT IMPACT

GEN-DEVELOPMENT IMPACT

PV MAINTENANCE INC	MAR'15 BIKE RACKS INSTALLATION	8,820.29
	GEN-DEVELOPMENT IMPACT TOTAL:	8,820.29

DEVELOPMENT IMPACT TOTAL: 8,820.29

261 - CITY FAC.-AQUATIC CENTER

GEN-AQUATIC CENTER

PV MAINTENANCE INC	MAR'15 AQUATIC CENTER RESTROOM REPAIR	1,347.70
	GEN-AQUATIC CENTER TOTAL:	1,347.70

CITY FAC.-AQUATIC CENTER TOTAL: 1,347.70

332 - STORM WATER

DRAINAGE IMPROVEMENTS

PV MAINTENANCE INC	U * k * ‡ \ \) # * V' \ V WETLAND MAINT	1,277.50
	DRAINAGE IMPROVEMENTS TOTAL:	1,277.50

STORM WATER TOTAL: 1,277.50

711 - DEPOSIT ACCOUNTS FUND

ROBERT BARRY	U * k * FINANCIAL SUPPORT SERVICES	4,762.50
LARRY LAWRENCE	OO h * " u u ‡ @ - O oo ' = \ ho - -)	138.00
ROBERT HALF INTERNATIONAL INC	‡ - ' ' =koOg	157.00
ROBERT HALF INTERNATIONAL INC	‡ - ' ' =koOg	157.00
ROBERT HALF INTERNATIONAL INC	WE 3/13/15 28 HRS LIU	157.00
ROBERT HALF INTERNATIONAL INC	WE 3/20/15 28 HRS LIU	157.00

Agenda Item 3-4

Vendor Name	Description (Item)	Amount
ROBERT HALF INTERNATIONAL INC	WE 3/27/15 28 HRS LIU	157.00
		<u>5,685.50</u>
DEPOSIT ACCOUNTS FUND TOTAL:		5,685.50

731 - CFD 2005-01
TRUST FUND

KOPPEL & GRUBER PUBLIC FIN.	JAN-MAR'15 CFD ADMIN SERVICES	2,177.43
		<u>2,177.43</u>
TRUST FUND TOTAL:		2,177.43
CFD 2005-01 TOTAL:		2,177.43

GRAND TOTAL: 1,717,272.61

Fund Summary

Fund	Expense Amount	Payment Amount
101 - GENERAL FUND	1,646,489.34	1,646,489.34
102 - GEN. FD-CITY HALL	363.33	363.33
203 - GAS TAX	44,790.39	44,790.39
215 - PUBLIC SAFETY GRANTS	6,321.13	6,321.13
245 - DEVELOPMENT IMPACT	8,820.29	8,820.29
261 - CITY FAC.-AQUATIC CENTER	1,347.70	1,347.70
332 - STORM WATER	1,277.50	1,277.50
711 - DEPOSIT ACCOUNTS FUND	5,685.50	5,685.50
731 - CFD 2005-01	2,177.43	2,177.43
	<u>1,717,272.61</u>	<u>1,717,272.61</u>
Grand Total:	1,717,272.61	1,717,272.61



Accounts Payable

4/16/2015

101 - GENERAL FUND

Vendor Name	Description (Item)	Amount
CHRISTINA M AUSTIN	REFUND-P#72670 CHRISTINA AUSTIN	498.96
CHRISTINA M AUSTIN	REFUND- P#72670 CHRISTINA AUSTIN	102.65
		601.61

CITY COUNCIL

U.S. BANK PURCHASING CARD PROGRAM	DD-REG FOR OC TOURISM CONF-WP	125.00
U.S. BANK PURCHASING CARD PROGRAM	DD- ICSC ACCOMMODATIONS-WP	166.88
U.S. BANK PURCHASING CARD PROGRAM	DD- ICSC 2015 RECON -WP	570.00
	CITY COUNCIL TOTAL:	861.88

CITY MANAGER

U.S. BANK PURCHASING CARD PROGRAM	DD- 3/20 LAS VEGAS CAR RENTAL & LUNCH	101.05
U.S. BANK PURCHASING CARD PROGRAM	DD- ICSC 2015 RECON -DD	570.00
U.S. BANK PURCHASING CARD PROGRAM	DD- ICSC ACCOMMODATIONS	166.88
U.S. BANK PURCHASING CARD PROGRAM	DD-REG FOR OC TOURISM CONF-DD	125.00
U.S. BANK PURCHASING CARD PROGRAM	DD- LABOR LAW CONF/PARKING FEE	12.00
U.S. BANK PURCHASING CARD PROGRAM	DD- 2/26 AIRFARE TO LAS VEGAS-DD	265.20
CITY OF TUSTIN	2015 CALPACS- MEMBERSHIP RENEWAL	275.00
	CITY MANAGER TOTAL:	1,515.13

ECONOMIC DEVELOPMENT

U.S. BANK PURCHASING CARD PROGRAM	DD- ICSC MEMBERSHIP FEE-WP, DD, GY	200.00
	ECONOMIC DEVELOPMENT TOTAL:	200.00

CITY CLERK

FREEDOM COMMUNICATIONS INC	03/15 RFP FOR STREET SWEEPING SERVICES	66.83
FREEDOM COMMUNICATIONS INC	03/05 CDBG PUBLIC HEARING	232.65
FREEDOM COMMUNICATIONS INC	03/26 PA15-002 PROPOSED ADOPTION	79.20
U.S. BANK PURCHASING CARD PROGRAM	MO-CCAC ANNUAL CONFERENCE	395.00
PACIFIC CLIPPINGS	MAR'15 NEWSPAPER CLIPPINGS	87.00
	CITY CLERK TOTAL:	860.68

FINANCE

STANLEY R. HOFFMAN ASSOC INC	FEB'15 AVTC REVENUE ENHANCEMENT STUDY	6,350.00
STANLEY R. HOFFMAN ASSOC INC	MAR'15 AVTC REVENUE ENHANCEMENT STUDY	15,912.25
U.S. BANK PURCHASING CARD PROGRAM	GT- WSJ SUBSCRIPTION	132.47
ROBERT HALF INTERNATIONAL INC	WE 4/3/15 29 HRS LIU	379.41
	FINANCE TOTAL:	22,774.13

NON-DEPARTMENTAL

NIEVES LANDSCAPE INC	TREE TRIMMING AT AV RANCH	645.00
JOVENVILLE LLC	JAN-MAR'15 AVX WEBSITE MAINTENANCE	900.00
U.S. BANK PURCHASING CARD PROGRAM	GT- MAR'15 CONF CALLS	29.20
U.S. BANK PURCHASING CARD PROGRAM	KC- E NEWS-CONSTANT CONTACT	45.00
U.S. BANK PURCHASING CARD PROGRAM	GY- INTERVIEW SNACKS & LUNCH	112.53
U.S. BANK PURCHASING CARD PROGRAM	GD- LIGHTS FOR AV RANCH	151.16
GENERAL DATA COMPANY INC	PRINTER HP4250 REPAIR	128.18
CERTIFIED RECORDS MANAGEMENT	APR'15 STORAGE FEE	330.00
CERTIFIED RECORDS MANAGEMENT	MAR'15 SERVICE FEE	78.30
MOULTON NIGUEL WATER DIST	MAR'15 AV RANCH WATER SERVICE MTR#4746	55.25
CHARLES D. MC CRORY	N.V JUNIOR ACCOUNTANT BACKGROUND CHECK	650.00
SO CAL EDISON	2/3-3/5/15 RANCH ELECTRICITY ACCT#0801	149.18
CINTAS CORP.	APR'15 FIRST AID MAINTENANCE	72.69
NIEVES LANDSCAPE INC	APR'15 RANCH RODENT CONTROL	3,000.00
NIEVES LANDSCAPE INC	TREE TRIMMING AT AV RANCH	540.00
NIEVES LANDSCAPE INC	TREE TRIMMING AT AV RANCH	540.00
KTS NETWORK SOLUTIONS INC	3/24/15- HELP DESK & CONNECTION FEE	100.00
COX COMMUNICATIONS ORANGE COUNTY	4/1-4/30/15 INTERNET SERVICE ACCT#8802	329.00
COX COMMUNICATIONS ORANGE COUNTY	3/25-4/24/15 INTERNET SERVICE ACCT#3302	79.20

Agenda Item 3-6

Vendor Name	Description (Item)	Amount
COX COMMUNICATIONS ORANGE COUNTY	4/6-5/5/15 INTERNET SERVICE ACCT#1903	79.00
	NON-DEPARTMENTAL TOTAL:	8,013.69
C. S. ADMINISTRATION		
U.S. BANK PURCHASING CARD PROGRAM	KC- CPRS CONF MEAL	65.97
U.S. BANK PURCHASING CARD PROGRAM	GD- CPRS CONF- MEALS	128.46
U.S. BANK PURCHASING CARD PROGRAM	GD- CPRS CONF- HOTEL	755.20
U.S. BANK PURCHASING CARD PROGRAM	KC- TRAINING PARKING	12.00
U.S. BANK PURCHASING CARD PROGRAM	KC- CPRS CONF HOTEL & TRANS	660.08
U.S. BANK PURCHASING CARD PROGRAM	KC- NRPA MEMBERSHIP	165.00
U.S. BANK PURCHASING CARD PROGRAM	GD- OFFICE SUPPLIES	18.35
U.S. BANK PURCHASING CARD PROGRAM	KC- OFFICE SUPPLIES	16.48
THE PERFECT IMPRESSION INC	VOLUNTEER-WAKE UP KIT	725.28
ALISO NIGUEL HIGH SCHOOL	FY14-15 ANHS GRAD NITE	2,000.00
AGE WELL SENIOR SERVICES INC	MAR'15 TRANSPORTATION FEE	273.60
ALISO VIEJO CONFERENCE CENTER	4/14/15 VOLUNTEER DINNER	1,559.00
LILY FIORE FLORAL	CENTER PIECES FOR VOLUNTEER DINNER	200.00
JOSHUA BERZANSKY	MARKETING POSTCARDS	184.60
	C. S. ADMINISTRATION TOTAL:	6,764.02
IGLESIA PARK		
ANDY GUMP INC	4/2-4/29/15 PORTABLE TOILET RENTAL & SERVICE	187.44
	IGLESIA PARK TOTAL:	187.44
IGLESIA BUILDING		
TMR SECURITY & PATROL SERVICES INC	MAR'15 PATROL INSPECTIONS	180.00
PROTECTION ONE ALARM MONITORING INC	4/17-5/16 ALARM SERVICE	63.49
TEAM ONE MANAGEMENT	APR'15 JANITORIAL SERVICES	480.00
	IGLESIA BUILDING TOTAL:	723.49
PLANNING		
ROSENOW SPEVACEK GROUP INC	MAR'15 REVIEW/PROCESSING	412.50
U.S. BANK PURCHASING CARD PROGRAM	AA- RENTAL CAR FOR L.V BUSINESS TRIP	25.00
U.S. BANK PURCHASING CARD PROGRAM	AA- OCAEP LUNCH PROG	15.00
U.S. BANK PURCHASING CARD PROGRAM	AA- WORKFORCE HOUSING FORUM	150.00
U.S. BANK PURCHASING CARD PROGRAM	DD- 2/24 AIRFARE TO LAS VEGAS- AA	265.20
U.S. BANK PURCHASING CARD PROGRAM	AA- REFERENCE BOOKS	139.95
ERICA ROESS	JAN- APR'15 MILEAGE REIMBURSEMENT	102.36
FORMA DESIGN INC	2/28-3/27/15 TOWN CENTER SPECIFIC PLAN	5,850.54
	PLANNING TOTAL:	6,960.55
LAW ENFORCEMENT-OTHER		
U.S. BANK PURCHASING CARD PROGRAM	JM- CEPA EMERGENCY SURVIAL KITS	496.33
VOYAGER FLEET SYSTEMS INC	2/25-3/24/15 MOTORCYCLE FUEL	267.60
COUNTY OF ORANGE TREASURER-TAX COLLECTOR	FY14-15 4TH QTR COMM CHRGR	1,906.00
	LAW ENFORCEMENT-OTHER TOTAL:	2,669.93
EOC		
U.S. BANK PURCHASING CARD PROGRAM	JM- AED WARRANTY PROG	499.00
	EOC TOTAL:	499.00
	GENERAL FUND TOTAL:	52,631.55

102 - GEN. FD-CITY HALL

NON-DEPARTMENTAL

SO CAL EDISON	MAR'15 CITY HALL ELECTRICITY ACCT#3161	3,675.01
HONEYWELL INTERNATIONAL INC	MAY'15-JUL'15 HVAC MAINTENANCE	1,468.75
TEAM ONE MANAGEMENT	APR'15 CITY HALL JANITORIAL SERVICE	2,443.67
	NON-DEPARTMENTAL TOTAL:	7,587.43

GOVERNMENT BUILDINGS

ASSA ABLOY ENTRANCE SYSTEMS US INC	KEY FOB ACCESS MAINTENANCE	307.33
	GOVERNMENT BUILDINGS TOTAL:	307.33

GEN. FD-CITY HALL TOTAL: 7,894.76

203 - GAS TAX

STREET MAINTENANCE

AEGIS ITS INC	MAR'15 TRAFFIC SIGNAL MAINTENANCE	2,728.82
AEGIS ITS INC	MAR'15 ROLLING REPORT	1,271.26

Agenda Item 3-7

Vendor Name	Description (Item)	Amount
MOULTON NIGUEL WATER DIST	MAR'15 WATER SERVICE MRT#4551	66.32
MOULTON NIGUEL WATER DIST	MAR'15 WATER SERVICE MRT# 2551	55.25
MOULTON NIGUEL WATER DIST	MAR'15 WATER SERVICE MRT#1683	48.06
SO CAL EDISON	MAR'15 STREET LIGHTS LS2 ACCT#1189	1,381.10
SO CAL EDISON	MAR'15 STREET LIGHT LS1 ACCT#8474	14,177.59
SO CAL EDISON	MAR'15 STREET LIGHT TC1 ACCT#6290	2,569.43
STREET MAINTENANCE TOTAL:		22,297.83
GAS TAX TOTAL:		22,297.83

204 - MEASURE M

GEN-MEASURE M

AGE WELL SENIOR SERVICES INC	MAR'15 TRANSPORTATION FEE	1,094.40
GEN-MEASURE M TOTAL:		1,094.40
MEASURE M TOTAL:		1,094.40

241 - TECHNOLOGY FUND

GEN-TECHNOLOGY GRANTS

SIGMANET INC.	DATA CENTER PHASE 2 BILLING #3	4,720.59
GEN-TECHNOLOGY GRANTS TOTAL:		4,720.59
TECHNOLOGY FUND TOTAL:		4,720.59

261 - CITY FAC.-AQUATIC CENTER

GEN-AQUATIC CENTER

IRMA BACKAL DE MINSKY	3/7/15 BALLOONS AQUATIC KICKOFF EVENT	500.04
JOSHUA BERZANSKY	BANNERS FOR SWIM MARKETING	169.60
JOSHUA BERZANSKY	BANNER FOR SWIM TEAM	146.92
JOSHUA BERZANSKY	STAMP CREATION FOR FLYING FISH	127.20
JOSHUA BERZANSKY	SWIM BROCHURES	626.00
JOSHUA BERZANSKY	LIFE GUARD & SWIM INSTRUCTOR- UNIFORMS	1,702.08
JOSHUA BERZANSKY	RASH GUARDS FOR SWIM LESSON STAFF	1,331.96
GEN-AQUATIC CENTER TOTAL:		4,603.80
CITY FAC.-AQUATIC CENTER TOTAL:		4,603.80

332 - STORM WATER

DRAINAGE IMPROVEMENTS

APA ENGINEERING INC	CIP 091-DAIRY FORK - ROW ENGINEERING	5,500.00
DRAINAGE IMPROVEMENTS TOTAL:		5,500.00
STORM WATER TOTAL:		5,500.00

711 - DEPOSIT ACCOUNTS FUND

FREEDOM COMMUNICATIONS INC	03/19 PA15-003 LEGAL NOTICE	155.93
PPS LLC	P#71174 C & D REFUND	1,500.00
ROBERT HALF INTERNATIONAL INC	WE 4/3/15 29 HRS LIU	162.60
DEPOSIT ACCOUNTS FUND TOTAL:		1,818.53

721 - COMMUNITY TRUST

TRUST FUND

U.S. BANK PURCHASING CARD PROGRAM	GD- SNACKS FOR PROG	43.49
U.S. BANK PURCHASING CARD PROGRAM	GD- TIES FOR SIGNS	10.08
U.S. BANK PURCHASING CARD PROGRAM	GD- MEAL FOR FRC PROG	58.84
U.S. BANK PURCHASING CARD PROGRAM	GD- FRC PROGRAM COSTS	17.29
TRUST FUND TOTAL:		129.70
COMMUNITY TRUST TOTAL:		129.70

GRAND TOTAL: 100,691.16

Fund Summary

Fund	Expense Amount	Payment Amount
101 - GENERAL FUND	52,631.55	52,631.55
102 - GEN. FD-CITY HALL	7,894.76	7,894.76
203 - GAS TAX	22,297.83	22,297.83
204 - MEASURE M	1,094.40	1,094.40
241 - TECHNOLOGY FUND	4,720.59	4,720.59
261 - CITY FAC.-AQUATIC CENTER	4,603.80	4,603.80
332 - STORM WATER	5,500.00	5,500.00
711 - DEPOSIT ACCOUNTS FUND	1,818.53	1,818.53
721 - COMMUNITY TRUST	129.70	129.70
Grand Total:	100,691.16	100,691.16



Accounts Payable

4/23/2015

101 - GENERAL FUND

Vendor Name	Description (Item)	Amount
CALPERS HEALTH	MAY'15 HEALTH PREMIUM	12,952.95
COPOWER	MAY'15 DENTAL INSURANCE	1,586.59
COPOWER	MAY'15 VISION INSURANCE	306.80
CA BUILDING STANDARDS COMMISSION	JAN-MAR'15 CBSE ADMIN FEES	2,037.60
DEPT OF CONSERVATION	JAN-MAR'15 SEISMIC MAPPING FEES	7,157.91
		24,041.85

CITY COUNCIL

ROSS CHUN	R.C ACC-OC PARKING FEE	3.75
ROSS CHUN	R.C- LOCC POLICY MEETING EXP	177.64
	CITY COUNCIL TOTAL:	181.39

CITY ATTORNEY

BEST BEST & KRIEGER	FEB'15 BBK - CODE ENFORCEMENT	421.41
BEST BEST & KRIEGER	FEB'15 BBK - GENERAL SVCS	18,392.59
BEST BEST & KRIEGER	FEB'15 BBK - AGENDA REPORTS	1,620.00
BEST BEST & KRIEGER	FEB'15 BBK - ZONING CODE (CEQA & ENVIRON)	1,193.80
BEST BEST & KRIEGER	FEB'15 BBK - GENERAL PLAN UPDATE	405.00
BEST BEST & KRIEGER	BBK- PROJECTS	940.50
BEST BEST & KRIEGER	FEB'15 BBK- RENAISSANCE AIR	255.00
BEST BEST & KRIEGER	FEB'15 BBK- NPDES	1,867.50
BEST BEST & KRIEGER	FEB'15 BBK- GENERAL LITIGATION	5,268.90
BEST BEST & KRIEGER	FEB'15 BBK - GENERAL PLAN/TOWN CTR SPECIFIC	3,660.98
	CITY ATTORNEY TOTAL:	34,025.68

FINANCE

CALPERS HEALTH	MAY'15 ADMIN CHARGE	48.57
COPOWER	MAY'15 ADMIN CHARGE	15.00
	FINANCE TOTAL:	63.57

NON-DEPARTMENTAL

SIGMANET INC.	APR'15 SIGMANET CARE SERVICES	4,875.00
KONICA MINOLTA BUSINESS SOLUTIONS	APR'15 KONICA MINOLTA C754	533.89
PAULA GARROW	1/7/15 FRAMES FOR CERTIFICATION PRESENTATIONS	30.24
PAULA GARROW	4/15/15 ICE FOR COUNCIL/STAFF DINNER	4.31
THE GAS COMPANY	3/9-4/7-15 AV RANCH GAS MTR#9972	41.82
SHAN M CRAWFORD	VOLUNTEER DINNER PROGRAM	160.00
U.S. TELEPACIFIC CORP.	4/9-5/08/15 CH PHONE SERVICE	1,355.85
KONICA MINOLTA BUSINESS SOLUTIONS	MAR'15 KONICA MINOLTA C250	339.88
KONICA MINOLTA BUSINESS SOLUTIONS	1/11-4/10/15 KONICA MINOLTA C754	2,928.92
DOCUMEDIA GROUP	E.R & E.J- BUSINESS CARDS	79.93
	NON-DEPARTMENTAL TOTAL:	10,349.84

C. S. ADMINISTRATION

CALPERS HEALTH	MAY'15 HEALTH RETIRED	122.00
CALIFORNIA CREATIVITY ASSOCIATION	FY 14/15 CPG CANYON VISTA	1,000.00
	C. S. ADMINISTRATION TOTAL:	1,122.00

IGLESIA PARK

SO CAL EDISON	3/12-4/13/15 PARK ELECTRICITY	109.49
LA CRESTA ENT INC	INSTALL NEW BACKFLOW DEVICE	2,559.00
EL TORO WATER DISTRICT	3/10-4/9/15 PARK MTR#3499	591.64
EL TORO WATER DISTRICT	3/10-4/9/15 PARK MTR#4114	503.20
NIEVES LANDSCAPE INC	APR'15 VALVE REPLACEMENT	400.00
	IGLESIA PARK TOTAL:	4,163.33

IGLESIA BUILDING

SO CAL EDISON	3/12-4/13/15 BUILDING ELECTRICITY	810.17
EL TORO WATER DISTRICT	3/10-4/9/15 BUILDING MTR#1850	188.01
LA CRESTA ENT INC	BACKFLOW CERTIFICATION TESTS	87.50
	IGLESIA BUILDING TOTAL:	1,085.68

Agenda Item 3-10

Vendor Name	Description (Item)	Amount
FAMILY RESOURCE CENTER		
BOYS & GIRLS CLUB OF CAPISTRANO VALLEY	MAR'15 RECREATIONAL EXPENSES	11,615.80
	FAMILY RESOURCE CENTER TOTAL:	11,615.80
PLANNING		
CENTER FOR SUSTAINABLE ENERGY	MAR'15 ENERGY PROGRAM EDUCATION	1,118.38
CALPERS HEALTH	MAY'15 HEALTH RETIRED	122.00
AMERICAN PLANNING ASSOCIATION	E.R APA MEMBERSHIP DUES FY15-16	350.00
AMERICAN PLANNING ASSOCIATION	A.A-APA MEMBERSHIP DUES FY15-16	265.00
	PLANNING TOTAL:	1,855.38
ENGINEERING (GENERAL)		
MARTIN LOCK AND SAFE CO.	MASTERLOCKS AND KEYS	57.53
	ENGINEERING (GENERAL) TOTAL:	57.53
LAW ENFORCEMENT-OTHER		
MISSION YAMAHA INC	WELD SIREN BRACKET VIN#0109	0.16
MISSION YAMAHA INC	TIRE,BRAKE & REAR ROTOR VIN#0109	1,204.28
MISSION YAMAHA INC	REAR TIRE INSTALLATION VIN#0109	257.06
MISSION YAMAHA INC	OIL CHANGE,ALTERNATOR & BATTERY VIN#0109	1,835.01
ALL CITY MANAGEMENT SERVICES	3/29-4/11/15 SCHOOL CROSSING GUARD	3,810.54
	LAW ENFORCEMENT-OTHER TOTAL:	7,107.05
EOC		
S.O.S. SURVIVAL PRODUCTS	EOC SUPPLIES-VESTS,RADIOS,SURVIVAL KITS	1,895.99
	EOC TOTAL:	1,895.99
GENERAL FUND TOTAL:		97,565.09

102 - GEN. FD-CITY HALL

NON-DEPARTMENTAL		
CTJAMJT CORP.	APR'15 PEST & RODENT CONTROL SERVICES	100.00
PEAK LIGHTING & ELECTRIC INC	APR'15 CITY HALL LIGHT SERVICE	160.88
CTJAMJT CORP.	MAR'15 PEST & RODENT CONTROL SERVICES	100.00
FOSTERS' GARDENS INC	APR'15 CH PLANT MAINTENANCE	100.00
THE GAS COMPANY	3/6-4/6/15 CH GAS MTR#6544	114.14
WESTCON ELEVATOR	APR'15 CH ELEVATOR MAINTENANCE	115.00
	NON-DEPARTMENTAL TOTAL:	690.02
GEN. FD-CITY HALL TOTAL:		690.02

203 - GAS TAX

TRAFFIC ENGINEERING		
HARTZOG & CRABILL INC	MAR'15 TRAFFIC SIGNAL MONITORING	1,118.52
	TRAFFIC ENGINEERING TOTAL:	1,118.52
STREET MAINTENANCE		
R F DICKSON CO INC	APR'15 STREET SWEEPING	6,239.46
SAN DIEGO GAS & ELECTRIC	MAR'15 STREET LIGHTS ELECTRICITY	2,374.47
EL TORO WATER DISTRICT	3/10-4/9/15 MTR#3335	55.47
SO CAL EDISON	APR'15 STREET LIGHTS GS1	136.57
AT&T CALIFORNIA	APR'15 TRAFFIC SIGNAL CONTROLLER ACCT#9167	173.06
	STREET MAINTENANCE TOTAL:	8,979.03
GAS TAX TOTAL:		10,097.55

225 - INTEGRATED WASTE MGMT FD

GEN-BEV CONTAINER RECYCLE		
GENEVA SCIENTIFIC INC	PET WASTE DISPENSER STATIONS	1,819.73
	GEN-BEV CONTAINER RECYCLE TOTAL:	1,819.73
INTEGRATED WASTE MGMT FD TOTAL:		1,819.73

245 - DEVELOPMENT IMPACT

GEN-DEVELOPMENT IMPACT		
ROSENOW SPEVACEK GROUP INC	MAR'15 AFFORDABLE HOUSING STRATEGY	1,150.00
	GEN-DEVELOPMENT IMPACT TOTAL:	1,150.00
DEVELOPMENT IMPACT TOTAL:		1,150.00

Agenda Item 3-11

	Vendor Name	Description (Item)	Amount
332 - STORM WATER			
	DRAINAGE IMPROVEMENTS		
	LSA ASSOCIATES INC	APR'15 DAIRY FORK WETLAND ENV DOCUMENTATION	5,470.70
		DRAINAGE IMPROVEMENTS TOTAL:	5,470.70
		STORM WATER TOTAL:	5,470.70
<hr/>			
711 - DEPOSIT ACCOUNTS FUND			
	RJM DESIGN GROUP INC	#5027 VANTIS DR LANDSCAPE PLANCHECK	1,261.54
	BEST BEST & KRIEGER	FEB'15 BBK- SHEA VANTIS GPA/SPA PA 12-005	262.70
	BEST BEST & KRIEGER	FEB'15 BBK- USA PROP 2C LIBERTY PA14-008	7,529.00
			9,053.24
		DEPOSIT ACCOUNTS FUND TOTAL:	9,053.24
<hr/>			
721 - COMMUNITY TRUST			
	TRUST FUND		
	BOYS & GIRLS CLUB OF CAPISTRANO VALLEY	MAR'15 RECREATIONAL EXPENSES	374.78
	BOYS & GIRLS CLUB OF CAPISTRANO VALLEY	MAR'15 TEEN PROGRAM	1,137.25
		TRUST FUND TOTAL:	1,512.03
		COMMUNITY TRUST TOTAL:	1,512.03
		GRAND TOTAL:	127,358.36

Fund Summary

Fund	Expense Amount	Payment Amount
101 - GENERAL FUND	97,565.09	97,565.09
102 - GEN. FD-CITY HALL	690.02	690.02
203 - GAS TAX	10,097.55	10,097.55
225 - INTEGRATED WASTE MGMT FD	1,819.73	1,819.73
245 - DEVELOPMENT IMPACT	1,150.00	1,150.00
332 - STORM WATER	5,470.70	5,470.70
711 - DEPOSIT ACCOUNTS FUND	9,053.24	9,053.24
721 - COMMUNITY TRUST	1,512.03	1,512.03
	Grand Total:	127,358.36

City of Aliso Viejo

Agenda Item



DATE: May 6, 2015
TO: Mayor and City Council
FROM: Gina M. Tharani, City Treasurer
SUBJECT: TREASURER'S STATEMENT – MARCH 2015

Recommended Action:

Approve the March 2015 Treasurer's Statement.

Fiscal Impact:

No Fiscal Impact.

Background:

Per City policy, the Finance Department presents the monthly Treasurer's Statement for the City Council's review and approval. This statement shows the cash balances for the various funds, with a breakdown of bank account balances, investment account balances and the effective yield earned from investments.

Discussion:

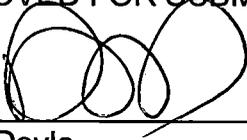
The City of Aliso Viejo is invested in the State Treasurer's Local Agency Investment Fund (LAIF). Investment in LAIF is allowed under the City's formally adopted investment policy. All funds are available for withdrawal within 24 hours. In addition, in accordance with the City's Investment Policy, the City has the option to purchase Certificate of Deposits and other investment instruments. These funds will be insured by Federal Deposit Insurance Corporation (FDIC). FDIC is an independent agency created by Congress in 1933 to supervise banks, insure deposits, and help maintain a stable and sound banking system.

As a secondary investment option, the City continues to maintain its Money Market account with J.P Morgan Chase & Co. Excess funds are invested into an investment pool of US Treasury Notes. Interest is credited to the City's bank account on a monthly basis.

Gina Tharani

Gina M. Tharani
City Treasurer

APPROVED FOR SUBMITTAL TO THE CITY COUNCIL



David Doyle
City Manager

Attachment: Treasurer's Statement
LAIF Statement

**CITY OF ALISO VIEJO
TREASURER'S MONTHLY CASH STATEMENT**

March 31, 2015

	BEGINNING BALANCE	RECEIPTS	DISBURSEMENTS	TRANSFERS IN (OUT)	ENDING BALANCE
GENERAL FUND	\$ 20,111,422.87	1,143,742.32	1,324,256.76	-	19,930,908.43
GAS TAX FUND	1,515,757.55	116,723.59	66,188.62	-	1,566,292.52
MEASURE M	1,493,315.24	107,225.75	6,382.08	(791.09)	1,593,367.82
PUBLIC SAFETY GRANTS	106,052.20	28,079.00	6,321.13	-	127,810.07 (1)
AIR QUALITY IMPRVMT FD	729,264.31	14,449.16	-	-	743,713.47
INTEGRATED WASTE MGMT FD	19,843.86	10.29	-	-	19,854.15
OTHER GRANTS	182,158.92	-	-	-	182,158.92
TECHNOLOGY GRANT	507,500.80	550.00	-	-	508,050.80
DEVELOPMENT IMPACT	8,372,436.95	12,500.00	600.00	(91,991.42)	8,292,345.53
FEDERAL GRANTS	-	-	-	-	-
CITY FACILITY	-	-	3,771.25	-	(3,771.25)
STREET IMPROVEMENTS	(928.09)	-	-	928.09	- (2)
CAPITAL IMPROVEMENTS	(87,093.81)	-	466.00	91,991.42	4,431.61 (2)
STORM WATER	(6,047.34)	9,559.33	12,318.07	-	(8,806.08) (2)
COP 2006/CFD 2005-01	(14,186.87)	-	550.00	-	(14,736.87)
REFUNDABLE DEPOSIT	795,147.75	52,895.40	52,853.78	-	795,189.37
COMMUNITY TRUST	102,654.35	-	6,038.48	-	96,615.87
TOTALS	\$ 33,827,298.69	\$ 1,485,734.84	\$ 1,479,746.17	\$ 137.00	\$ 33,833,424.36

SUMMARY OF CASH:

DEMAND DEPOSITS:	GENERAL ACCOUNT	\$ 8,191,631.55	
	TOTAL DEMAND DEPOSITS		\$ 8,191,631.55
INVESTMENTS:	LOCAL AGENCY INVESTMENT FD	\$ 25,641,792.81	
	TOTAL INVESTMENTS		\$ 25,641,792.81
	TOTAL CASH		\$ 33,833,424.36

L.A.I.F. - Effective Yield for March 2015 0.278%

Money Market-Effective Yield for March 2015 0.040%

All investments are placed in accordance with the City of Aliso Viejo's Investment Policy.

The above summary provides sufficient cash flow liquidity to meet the next six month's estimated expenditures.

Other monies held include Cash with Fiscal Agent, Payroll Account, and City Facilities in the amount of \$ 3,779,619.36

(1) Public Safety Grant includes the MDC and PVS Program Costs budgeted with SLESF funds.

(2) Transfers in and out are done on a quarterly basis.

Street Improvements include the Slurry Seal, Traffic Management and Street Improvement Projects.

Capital Improvements include park improvement and pedestrian bridge projects.

Storm Water includes the Wood Canyon Emergent Wetland Project.

Gina Tharani

Gina M. Tharani, City Treasurer

Local Agency Investment Fund
P.O. Box 942809
Sacramento, CA 94209-0001
(916) 653-3001

www.treasurer.ca.gov/pmia-laif/laif.asp
April 13, 2015

CITY OF ALISO VIEJO

FINANCE DIRECTOR
12 JOURNEY, #100
ALISO VIEJO, CA 92656

PMIA Average Monthly Yields

Account Number:
98-30-007

Tran Type Definitions

March 2015 Statement

Account Summary

Total Deposit:	0.00	Beginning Balance:	25,641,792.81
Total Withdrawal:	0.00	Ending Balance:	25,641,792.81



**JOHN CHIANG
TREASURER
STATE OF CALIFORNIA**



PMIA Performance Report

Date	Daily Yield*	Quarter to Date Yield	Average Maturity (in days)
03/16/15	0.28	0.27	207
03/17/15	0.28	0.27	207
03/18/15	0.27	0.27	203
03/19/15	0.27	0.27	201
03/20/15	0.27	0.27	203
03/21/15	0.27	0.27	203
03/22/15	0.27	0.27	203
03/23/15	0.27	0.27	197
03/24/15	0.27	0.27	200
03/25/15	0.27	0.27	200
03/26/15	0.27	0.27	195
03/27/15	0.27	0.27	196
03/28/15	0.27	0.27	196
03/29/15	0.27	0.27	196

*Daily yield does not reflect capital gains or losses

LAIF Performance Report

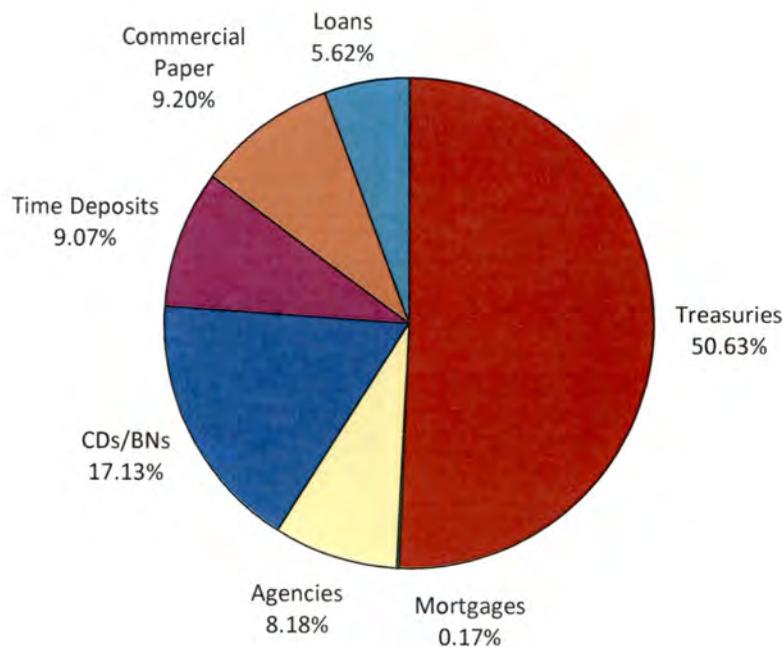
Quarter Ending 12/31/14

Apportionment Rate: 0.25%
 Earnings Ratio: 0.00000696536180771
 Fair Value Factor: 0.99998038
 Daily: 0.26%
 Quarter to Date: 0.26%
 Average Life: 200

PMIA Average Monthly Effective Yields

MAR 2015 0.278%
 FEB 2015 0.266%
 JAN 2015 0.262%

**Pooled Money Investment Account
Portfolio Composition
\$58.1 billion
2/28/15**



City of Aliso Viejo

Agenda Item



DATE: May 6, 2015

TO: Mayor and City Council

FROM: Shaun Pelletier, City Engineer

SUBJECT: JOINT COOPERATIVE AGREEMENT FOR J01P28 OUTFALL URBAN RUNOFF TREATMENT FACILITY

Recommended Action:

1. Authorize the Mayor to execute Joint Cooperative Agreement D14-035 with the County of Orange.
2. Authorize the appropriation of \$91,200 from the General Fund unreserved fund balance.

Fiscal Impact:

The estimated annual operating cost is \$152,000. This includes regular maintenance (\$65,000), equipment repairs (\$22,000), utilities (\$12,000) and permit/grant compliance reporting (\$53,000). Per the proposed Agreement, operating costs would be funded 40% by the County (\$60,800) and 60% by the City (\$91,200).

Staff believes that the regular maintenance labor costs, roughly \$55,000, can be reduced approximately 30% by utilizing City maintenance crews instead of the County crews. The City's share of this savings would be about \$10,000 per year. Staff is also evaluating the installation of an automated alert system that could reduce the number of trips required to make each week to the Facility.

Background:

On March 2, 2001 the San Diego Regional Water Quality Control Board (SDRWQCB) issued a Water Code Section 13225 Directive to South Orange County Municipal Separate Storm Sewer System (MS4) co-permittees directing them to eliminate sources of elevated bacteria levels to Aliso Creek. This Directive was then incorporated into subsequent MS4 permits.

On November 6, 2001, the Board of Supervisors authorized OC Public Works to negotiate an acquisition and installation agreement with Clear Creek Systems, Inc. for an urban runoff treatment system (Facility) at the downstream terminus of J01P28 to treat elevated levels of bacteria discharging through J01P28 into Aliso Creek. Completion of plans and special provisions for the construction of the Facility was

approved by the Board on May 21, 2002. The construction contract for the Facility was authorized by the Board on August 6, 2002 and the Facility began operation in June 2003. Construction of the Facility was financed in part by a \$500,000 State Clean Beaches Initiative Grant, which requires the County to operate and maintain the Facility within the Aliso Creek Watershed for 20 years.

The Facility operates on an ongoing 24/7 year-round basis with occasional shutdowns for rain and maintenance events. Between June 2003 and August 2010 a series of operational issues occurred, largely as a result of excessive sediment discharges through J01P28 from upstream construction activities. Numerous modifications were made to the Facility and the operations were finally stabilized in 2011. Since 2011, treatment efficiency for the Facility has been very effective, with bacterial treatment removal efficiency consistently surpassing 98%, thereby consistently lowering bacteria levels in urban runoff to within acceptable recreational health standards. The City includes the Facility as a structural Best Management Practice (BMP) as part of the City's bacteria load reduction efforts in annual reports to the SDRWQCB.

Discussion:

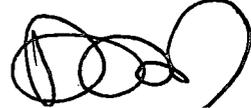
The County has taken full financial, administrative, and operational responsibility for the J01P28 urban runoff treatment system even though the Facility exclusively serves an area within the City of Aliso Viejo's jurisdiction. Now that the Facility has a proven record of reliable operation, the County has requested that the Facility's annual operating costs be shared with the City.

Should the City not participate in the cost sharing, the County will likely relocate the Facility and the City would need to find other methods to comply with the Directive. At this time, staff has found no viable alternatives. Extra efforts have been made at Town Center to locate potential bacteria sources but nothing substantial has been found.

The Cooperative Agreement with the County establishes that Facility operation costs will be funded 40% by the County and 60% by the City. The term of the agreement is through July 30, 2023 at which time the County has the option to relocate the Facility or leave the Facility in place and transfer ownership to the City. Staff recommends entering into the agreement to help ensure ongoing compliance with the permits.


 Shaun S. Pelletier
 City Engineer

APPROVED FOR SUBMITTAL TO THE CITY COUNCIL


 David A. Doyle
 City Manager

JOINT COOPERATIVE AGREEMENT

This AGREEMENT, hereinafter referred to as "AGREEMENT," for purposes of identification hereby numbered D14-035, and dated the _____ day of _____, 2015, is

BY and BETWEEN

The City of Aliso Viejo, a municipal corporation, hereinafter referred to as "CITY,"

AND

The County of Orange, a political subdivision of California, hereinafter referred to as "COUNTY,"

These entities are individually referred to as "PARTY," or collectively as "PARTIES."

RECITALS

WHEREAS, the PARTIES are Municipal Separate Storm Sewer System (MS4) co-permittees in the Aliso Creek Watershed subject to regulation by the San Diego Regional Water Quality Control Board (SDRWQCB); and

WHEREAS, on March 2, 2001 SDRWQCB issued a California Water Code Section 13225 Directive requiring MS4 co-permittees in the Aliso Creek Watershed to identify and eliminate sources of elevated bacteria in Aliso Creek; and

WHEREAS, SDRWQCB issued Resolution No. R9-2010-0001 incorporating revised Total Daily Maximum Loads (TMDLs) for indicator bacteria for several beaches and creeks including Aliso Creek; and

WHEREAS, the COUNTY received a Clean Beaches Initiative grant in 2002 for \$500,000 from the State Water Resources Control Board (SWRCB) to construct the J01P28 (Springdale Storm Drain) Urban Runoff Treatment Facility (and all related equipment), hereinafter referred to as "FACILITY"; and has entered into an agreement with the SWRCB, hereinafter referred to as "Grant Agreement"; and

WHEREAS, the FACILITY was constructed in 2003 at the cost of Seven Hundred Fifty Two Thousand Three Hundred Dollars (\$752,300) with funds from the COUNTY and the Grant Agreement; and

WHEREAS, the Grant Agreement obligates the COUNTY to operate and maintain the FACILITY within the Aliso Creek Watershed for a minimum of 20 years; and

WHEREAS, the goal of the FACILITY is to decrease bacteria loading and other pollutants in Aliso Creek; and

WHEREAS, the FACILITY is located at the downstream outlet of an existing 96-inch diameter storm drain (CITY owned Storm Drain Facility No. J01P28) located in Woodfield Park, in the City of Aliso Viejo, Orange County, California, which discharges into Aliso Creek; and

WHEREAS, CITY Storm Drain Facility No. J01P28 serves an area wholly within CITY boundaries; and

WHEREAS, CITY pollution reduction efforts includes FACILITY in its required watershed pollutant load reduction plan as a step in complying with the bacteria Total Maximum Daily Loads (TMDLs) as indicated in the Aliso Creek Watershed Comprehensive Load Reduction Plan; and

WHEREAS, the COUNTY has operated the FACILITY and assumed all responsibility and liability since construction completion; and

WHEREAS, the CITY now agrees to fund a portion of the FACILITY operation and maintenance hereafter.

NOW, THEREFORE, in consideration of the mutual covenants set forth herein, the PARTIES agree as follows:

1. PURPOSE

This AGREEMENT is to establish the cost share terms and conditions for the FACILITY's ongoing operation and maintenance.

2. PROJECT DESCRIPTION

A. The FACILITY consists of primary and secondary media filtration, ultraviolet light system for bacteria disinfection, an energy dissipater basin, and appurtenances.

B. The FACILITY, or any of its components, may be modified if agreed to in writing by PARTIES.

3. COUNTY'S RESPONSIBILITIES

A. The COUNTY assumes responsibility for operating and maintaining the FACILITY. Unless otherwise mutually agreed to by CITY and COUNTY, COUNTY will ensure that FACILITY is operated on a year-round basis, except during and immediately before and after storm events and maintenance periods. COUNTY will ensure the FACILITY is operated and maintained in accordance with: 1) the "J01P28 Urban Runoff Treatment Facility General Operations Manual" and Maintenance checklist; 2) the FACILITY effluent performance standards as provided in Section F-15 titled "Performance Standards" in the Plans and Special Provisions dated January 2002; and 3) the requirements of the Proposition 13 Clean Beach Initiative Grant Program Agreement between the COUNTY and the SWRCB. If the FACILITY does not meet the above-referenced performance requirements, despite the COUNTY's documented good-faith efforts to do so, CITY and COUNTY will coordinate to develop a mutually approved solution and plan of action. COUNTY may enter into a separate agreement with another agency or firm to provide contract operation and maintenance services for the FACILITY, provided that such agreement is provided to CITY for prior review and mutual approval between CITY and COUNTY.

B. Prepare an annual operations and maintenance (O&M) budget and provide it to CITY by February 1st of each year for review and mutual approval by CITY and COUNTY no later than the end of May of each year. COUNTY will notify CITY as soon as practicable if at any time the actual O&M costs appear likely to exceed the proposed budget.

C. Furnish CITY with a semi-annual job cost summary detailing the FACILITY operation and maintenance.

D. Fund forty percent (40%) of the total annual operation and maintenance costs of the FACILITY, where "operation and maintenance costs" shall mean those items listed in Attachment 1 of this AGREEMENT. If additional best management practices are necessary to comply with revised FACILITY regulatory permit requirements for issues with pollutants other than bacteria, the CITY will have the primary responsibility for developing an action plan acceptable to the regulatory agency(ies). If an action plan acceptable to the regulatory agency(ies) cannot be developed, because the CITY or COUNTY deem that the proposed solutions are not practicable or economically feasible, then the CITY and COUNTY will collaborate to determine whether to proceed with operation of the FACILITY. The PARTIES estimate operation and maintenance costs will be approximately \$120,000 to \$150,000 per year.

E. Invoice CITY for sixty percent (60%) of FACILITY O&M work actually completed by COUNTY semi-annually, or in accordance with payment schedule agreed upon between COUNTY and any agency or firm providing contract operation and maintenance services for the FACILITY.

F. Conduct any monitoring of FACILITY as may be required by any regulatory agency pursuant to any permits issued or grants awarded for the FACILITY.

4. CITY'S RESPONSIBILITIES

A. Provide timely review and approval of FACILITY documents submitted by COUNTY, including annual O&M Budgets, and any agreements by COUNTY and other agencies or firms for contract FACILITY O&M services.

B. Pay sixty percent (60%) of semi-annual O&M costs within 45 days of each invoice by the COUNTY.

C. If necessary, fund CITY share (per percentages in Sections 3-D & 4-B above) of additional FACILITY construction or retrofit costs required for continued FACILITY operation. The CITY and COUNTY can negotiate the terms for additional cost sharing and amend this AGREEMENT accordingly.

D. Have primary responsibility for developing an action plan acceptable to the regulatory agency(ies), if additional management practices are necessary to comply with revised FACILITY regulatory permit requirements for problems with pollutants other than bacteria.

E. Continue to pursue management practices to reduce (1) bacteria loadings within the project watershed, (2) trash and debris within the project watershed, and (3) total and peak dry-weather flows reaching the FACILITY.

5. TERM

The term of this AGREEMENT shall be for eight years and one month commencing on July 1, 2015, following the execution of this AGREEMENT by both the CITY's City Council and COUNTY's Board of Supervisors through July 30, 2023. Following the expiration of the Agreement term, (1) COUNTY in its discretion may discontinue service at the current site and relocate the FACILITY to another region along Aliso Creek, or (2) if an alternative site is not selected, the FACILITY will remain at the current site.

6. OWNERSHIP AND TITLE

For the life of this Agreement, the ownership and title to all materials and equipment installed for the FACILITY will be vested in COUNTY. If upon the expiration of this Agreement the FACILITY remain onsite, CITY will assume ownership and title to the FACILITY, including all costs and service responsibilities for the continued operation and maintenance of the FACILITY. COUNTY will execute the necessary documents transferring ownership and title to CITY.

7. NOTICES

A. Notices or other communications which may be required or provided under the terms of this AGREEMENT shall be given as follows:

CITY: City Engineer
City of Aliso Viejo
12 Journey, Suite 100
Aliso Viejo, CA 92656-5335

COUNTY: Director
OC Public Works

County of Orange
300 N. Flower Street
Santa Ana, CA 92702-4048

B. All notices shall be in writing and deemed effective when delivered in person; on the third business day after the notice is deposited in the United States Mail with postage prepaid, certified mail, return receipt requested; or on the first business day after the notice is delivered to a recognized overnight courier service deposited in the United States mail, first class, postage prepaid and addressed as above. Notwithstanding the above, PARTIES may also provide notices by facsimile transmittal or electronic mail, and any such notice so given shall be deemed to have been given upon receipt during normal business hours, or in the event of receipt after business hours, on the following business day.

C. The PARTIES hereto may change the address to which notices are to be sent by giving notice of such change to the other PARTIES.

8. TERMINATION; BREACH

A. If either PARTY defaults with regard to any of the provisions of this AGREEMENT, the non-defaulting PARTY shall serve written notice of such default upon the defaulting PARTY.

B. Upon the defaulting PARTY's receipt of said written notice, the defaulting PARTY shall have sixty (60) calendar days to (a) provide the non-defaulting PARTY with a plan to cure the default and (b) commence to cure the default in accordance with said plan. The defaulting PARTY shall diligently pursue said cure to completion, and in any event shall complete the cure within one (1) year after receiving the non-defaulting Party's written notice of default. In the event the defaulting PARTY has not complied with the provisions of this Section, the non-defaulting PARTY may terminate this AGREEMENT by providing written notice of termination to the defaulting PARTY.

C. If the CITY terminates this AGREEMENT pursuant to paragraph A above, the CITY shall have no further liability to the COUNTY pursuant to this AGREEMENT.

D. If the COUNTY terminates this AGREEMENT pursuant to paragraph A above, the CITY shall be liable to the COUNTY as follows: (a) if the COUNTY discontinues operation of the FACILITY as a result of the CITY's default, the CITY shall be liable to the COUNTY for any portion of the \$500,000 SWRCB grant that is required by the State to be reimbursed as a result of the COUNTY's discontinuation of the PROJECT; or (b) if the COUNTY continues operation of the FACILITY, the CITY shall be liable to the COUNTY for the projected operations and maintenance costs for the remainder of the term of the AGREEMENT, or (c) COUNTY can elect to disassemble and relocate FACILITY and appurtenances to another area, whereas the CITY will fund the cost for removal and relocation. The projected operations and maintenance costs will be calculated based on the average annual operations and maintenance costs of the FACILITY for the previous two years of operation. This annual cost (the "Annual Cost") will then be multiplied by the number of years remaining in the original eight year term of the AGREEMENT. If, after payment by CITY to COUNTY for the projected remaining operations and maintenance costs, the COUNTY subsequently discontinues operation of the FACILITY, the COUNTY shall reimburse the CITY in an amount equal to the Annual Cost multiplied by the number of years remaining in the original eight year term of the AGREEMENT.

9. INDEMNIFICATION

A. CITY hereby agrees to indemnify, defend (with counsel acceptable to COUNTY), release and hold harmless COUNTY, their elected and appointed officials, officers, employees, agents (including their contractors and subcontractors), licensees, and representatives (collectively, the "COUNTY INDEMNITEES"), and each of them, and their property from all loss, liability, damages, claims, costs and expenses (including attorneys' fees and court costs) arising out of, based upon or relating to a breach of the AGREEMENT by CITY or the willful misconduct or negligent acts or omissions of CITY or

B. CITY INDEMNITEES in connection with this AGREEMENT; provided, however, that nothing contained in this subparagraph shall operate to relieve COUNTY, or COUNTY

INDEMNITEES from any loss, liability, damages, claims, costs, or expenses to the extent determined by a court of competent jurisdiction to have been proximately caused by the willful misconduct or negligent acts or omissions of COUNTY, or COUNTY INDEMNITEES, or any of them. Payment shall not be a condition precedent to recovery under the foregoing indemnity.

C. COUNTY hereby agrees to indemnify, defend (with counsel acceptable to CITY), release and hold harmless CITY, their elected and appointed officials, officers, employees, agents (including their contractors and subcontractors), licensees, and representatives (collectively, the "CITY INDEMNITEES"), and each of them, and its and their property from all loss, liability, damages, claims, costs and expenses (including attorneys' fees and court costs) arising out of, based upon or relating to a breach of this AGREEMENT by COUNTY or the willful misconduct or negligent acts or omissions of COUNTY or COUNTY INDEMNITEES, or its elected and appointed officials, officers, employees, agents (including contractors and subcontractors), licensees, and representatives (collectively, the "COUNTY INDEMNITEES") in connection with this AGREEMENT; provided, however, that nothing contained in this subparagraph shall operate to relieve CITY or CITY INDEMNITEES from any loss, liability, damages, claims, costs, or expenses to the extent determined by a court of competent jurisdiction to have been proximately caused by the willful misconduct or negligent acts or omissions of CITY or CITY INDEMNITEES, or any of them. Payment shall not be a condition precedent to recovery under the foregoing indemnity.

10. SUCCESSORS AND ASSIGNS

This AGREEMENT shall be binding on the successors and assigns of the PARTIES hereto, and shall not be assigned by either PARTY without the written consent of other PARTY. Failure to obtain the other PARTY'S required written approval of any proposed transfer or assignment will render this AGREEMENT terminated.

11. WAIVER OF RIGHTS

The failure by the CITY or COUNTY to insist upon strict performance of any of the terms, covenants or conditions of this AGREEMENT shall not be deemed a waiver of any right or remedy that CITY or COUNTY may have, and shall not be deemed a waiver of the right to require strict performance of all the terms, covenants and conditions of this AGREEMENT thereafter, nor a waiver of any remedy for the subsequent breach or default of any term, covenant or condition of this AGREEMENT.

12. SEVERABILITY

If any part of this AGREEMENT is held, determined or adjudicated to be illegal, void or unenforceable by a court of competent jurisdiction, the remainder of this AGREEMENT shall be given effect to the fullest extent reasonably possible.

13. APPLICABLE LAW

The Superior Courts of the State of California in the County of Orange shall have the exclusive jurisdiction of any litigation between the PARTIES arising out of this AGREEMENT. This AGREEMENT shall be governed by, and construed under, the laws of the State of California. In addition to any other rights or remedies, either PARTY may take legal action, in law or in equity, to cure, correct, or remedy such default, to recover damages for such default, to compel specific performance of this AGREEMENT, to obtain declaratory or injunctive relief, or to obtain any other remedy consistent with the purposes of this AGREEMENT. The rights and remedies of the PARTIES are cumulative and the exercise by either PARTY of one or more of such rights or remedies shall not preclude the exercise by it, at the same or different times of any other right or remedies for the same default or any other default by the other PARTY. Service of process shall be made in any manner permitted by law and shall be effective whether served within or outside of California.

14. AMENDMENT(S)

It is mutually understood and agreed that no addition to, alteration of, or variation of the terms of this AGREEMENT, nor any oral understanding or AGREEMENT not incorporated

herein, shall be valid unless made in writing and signed and approved by both CITY and COUNTY.

///

IN WITNESS WHEREOF, the parties hereto have executed this AGREEMENT on the dates opposite their respective signatures:

City of Aliso Viejo

Date: _____

By _____
Mayor

SIGNED AND CERTIFIED THAT A COPY OF THIS AGREEMENT HAS BEEN DELIVERED TO THE MAYOR.

Date: _____

By _____
City Clerk, City of Aliso Viejo

County of Orange,
a political subdivision of the State of California

Date: _____

By _____
Chairman of the Board of Supervisors
County of Orange, California

SIGNED AND CERTIFIED THAT A COPY OF THIS
AGREEMENT HAS BEEN DELIVERED TO THE CHAIR OF
THE BOARD PER G.C. Sec 25103, Reso 79-1535
Attest:

Date: _____

By _____
Robin Stieler
Interim Clerk of the Board
County of Orange, California

APPROVED TO FORM
COUNTY COUNSEL

Date: _____

By _____
Deputy

ATTACHMENT 1

J01P28 Urban Runoff Treatment Facility O&M Activities

“Operation and Maintenance Costs” including but not limited to charges associated with the following activities:

- Algae & debris removal from basin, inlet strainer and screen housing inside wet well.
- Inspect equipment and operation, clean or replace ultra violet lamps as needed.
- Sewage treatment of filter backwash.
- Pump and pump seal maintenance.
- Annual UV chamber and quartz sleeve cleaning with valve, and wiper ring replacement
- Bi-annual ultra violet lamp replacement.
- Filter media cleaning and replacement as needed.
- Vactor truck cleaning of wet well as needed.
- Electric utility costs.
- Water chemistry testing of backwash, influent and effluent.
- Water quality testing per permit conditions.
- Management, oversight, and administration.
- Operation and maintenance staffing and equipment.
- Repair and reconstruction of the FACILITY

City of Aliso Viejo

Agenda Item



DATE: May 6, 2015
TO: Mayor and City Council
FROM: Shaun Pelletier, City Engineer
SUBJECT: ON-CALL PARKING & TRAFFIC ANALYSIS SERVICES

Recommended Action:

1. Award contract to KOA Corporation to perform on-call Parking & Traffic Analysis services; and
2. Award contract to RK Engineering Group to perform on-call Parking & Traffic Analysis services; and
3. Authorize the City Manager to execute a professional services contract with KOA Corporation for an amount not to exceed \$75,000 as needed for a period of up to June 30, 2018; and
4. Authorize the City Manager to execute a professional services contract with RK Engineering for an amount not to exceed \$75,000 as needed for a period of up to June 30, 2018.

Fiscal Impact:

There may be a need for parking and traffic analysis consultant services to assist staff with both City and development projects. These costs will be built into City project budgets or reimbursed by project applicants. Funding sources could be Renewed Measure M, Gas Tax, developer fees, Community Enhancement, General Fund and any awarded grants.

Background:

The City has several community facilities, many of which are not City owned. These locations include parks, schools, churches, retail centers, and City properties. Many of these locations may have parking deficiencies during peak hours. The City could require a parking analysis to determine which locations, if any, have deficiencies and to identify potential solutions.

Some of these locations are also known to have traffic congestion that may or may not be related to parking during peak hours. The City could require a traffic analysis at these locations to determine a baseline condition and to identify potential solutions for easing congestion.

Additionally, the City has a need from time to time to review project applicant submittals for traffic and parking impacts and may require assistance to complete the review.

On March 19, 2015 staff issued a Request for Proposals for On-Call Parking & Traffic Analysis Services to 5 firms. By April 15, 2015, staff received proposals from KOA Corporation, RK Engineering and Kunzman Associates for providing the requested services.

Discussion:

Public Works and Engineering staff evaluated the 3 proposals based on:

1. Understanding of the work
2. Work plan
3. References
4. Capability of proposed staff
5. Reasonableness of fee and hours for one hypothetical project

All 3 firms were considered capable of performing the scope of work described in the RFP having performed similar work here or in other surrounding cities.

KOA has recently worked with Mission Viejo, Yorba Linda, Anaheim and others providing similar services. KOA also provided a detailed scope of work for evaluating the traffic at the high school and will bring a fresh perspective in reviewing any of the desired locations.

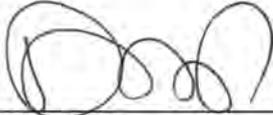
RK Engineering is very familiar with the City's requirements as well as potential problem areas given the volume of work completed both for the City and applicants within the City. They are considered a valuable resource for staff.

Staff recommends that City Council award 2 on-call contracts to allow for flexibility in determining the best firm for the specific project requiring the services. This will also eliminate any conflict of interest should one of the firms be submitting to the City on behalf of an applicant.



Shaun S. Pelletier
City Engineer

APPROVED FOR SUBMITTAL TO THE CITY COUNCIL



David A. Doyle
City Manager

Attachment: KOA Agreement for On-Call Parking & Traffic Analysis Services
RK Agreement for On-Call Parking & Traffic Analysis Services

**CITY OF ALISO VIEJO
PROFESSIONAL SERVICES AGREEMENT
FOR
ON CALL PARKING & TRAFFIC ANALYSIS**

1. PARTIES AND DATE.

This Agreement is made and entered into this ____ day of _____, 20____, by and between the City of Aliso Viejo, a municipal organization organized under the laws of the State of California with its principal place of business at 12 Journey, Suite 100, Aliso Viejo, California 92656 ("City") and **KOA Corporation**, a **Corporation**, with its principal place of business at **2141 West Orangewood Avenue, Suite A, Orange CA 92868** ("Consultant"). City and Consultant are sometimes individually referred to herein as "Party" and collectively as "Parties."

2. RECITALS.

2.1 Consultant.

Consultant desires to perform and assume responsibility for the provision of professional **parking and traffic** consultant services required by the City on the terms and conditions set forth in this Agreement. Consultant represents that it is experienced in providing professional **parking and traffic** consultant services to public clients, is licensed in the State of California, and is familiar with the plans of City.

2.2 Project.

City desires to engage Consultant to render such services for **On Call Parking & Traffic Analysis** ("Project") as set forth in this Agreement.

3. TERMS.

3.1 Scope of Services and Term.

3.1.1 General Scope of Services. Consultant promises and agrees to furnish to the City all labor, materials, tools, equipment, services, and incidental and customary work necessary to fully and adequately supply the professional **parking and traffic** consultant services necessary for the Project ("Services"). The Services are more particularly described in Exhibit "A" attached hereto and incorporated herein by reference. All Services shall be subject to, and performed in accordance with, this Agreement, the exhibits attached hereto and incorporated herein by reference, and all applicable local, state and federal laws, rules and regulations.

3.1.2 Term. The term of this Agreement shall be from **May 15, 2015** to **June 30, 2018**, unless earlier terminated as provided herein. The City Manager shall have the

unilateral option, at its sole discretion, to renew this Agreement annually for no more than two additional one-year terms. Consultant shall complete the Services within the term of this Agreement, and shall meet any other established schedules and deadlines.

3.2 Responsibilities of Consultant.

3.2.1 Control and Payment of Subordinates; Independent Contractor. The Services shall be performed by Consultant or under its supervision. Consultant will determine the means, methods and details of performing the Services subject to the requirements of this Agreement. City retains Consultant on an independent contractor basis and not as an employee. Consultant shall complete, execute, and submit to City a Request for Taxpayer Identification Number and Certification (IRS Form W-9) prior to commencement of any Services under this Agreement. Consultant retains the right to perform similar or different services for others during the term of this Agreement. Any additional personnel performing the Services under this Agreement on behalf of Consultant shall also not be employees of City and shall at all times be under Consultant's exclusive direction and control. Consultant shall pay all wages, salaries, and other amounts due such personnel in connection with their performance of Services under this Agreement and as required by law. Consultant shall be responsible for all reports and obligations respecting such additional personnel, including, but not limited to: social security taxes, income tax withholding, unemployment insurance, disability insurance, and workers' compensation insurance.

3.2.2 Schedule of Services. Consultant shall perform the Services expeditiously, within the term of this Agreement, and in accordance with the Schedule of Services set forth in Exhibit "B" attached hereto and incorporated herein by reference. Consultant represents that it has the professional and technical personnel required to perform the Services in conformance with such conditions. In order to facilitate Consultant's conformance with the Schedule, City shall respond to Consultant's submittals in a timely manner. Upon request of City, Consultant shall provide a more detailed schedule of anticipated performance to meet the Schedule of Services.

3.2.3 Conformance to Applicable Requirements. All work prepared by Consultant shall be subject to the approval of City.

3.2.4 Substitution of Key Personnel. Consultant has represented to City that certain key personnel will perform and coordinate the Services under this Agreement. Should one or more of such personnel become unavailable, Consultant may substitute other personnel of at least equal competence upon written approval of City. In the event that City and Consultant cannot agree as to the substitution of key personnel, City shall be entitled to terminate this Agreement for cause. As discussed below, any personnel who fail or refuse to perform the Services in a manner acceptable to the City, or who are determined by the City to be uncooperative, incompetent, a threat to the adequate or timely completion of the Project or a threat to the safety of persons or property, shall be promptly removed from the Project by the Consultant at the request of the City. The key personnel for performance of this Agreement are as follows: **Min Zhou.**

3.2.5 City's Representative. The City hereby designates the City Manager, or his or her designee, to act as its representative for the performance of this Agreement ("City's Representative"). City's Representative shall have the power to act on behalf of the City for all purposes under this Contract. The City Manager hereby designates the **City Engineer**, or his or her designee, as the City's contact for the implementation of the Services hereunder. Consultant shall not accept direction or orders from any person other than the City's Representative or his or her designee.

3.2.6 Consultant's Representative. Consultant hereby designates **Min Zhou**, or his or her designee, to act as its representative for the performance of this Agreement ("Consultant's Representative"). Consultant's Representative shall have full authority to represent and act on behalf of the Consultant for all purposes under this Agreement. The Consultant's Representative shall supervise and direct the Services, using his best skill and attention, and shall be responsible for all means, methods, techniques, sequences and procedures and for the satisfactory coordination of all portions of the Services under this Agreement.

3.2.7 Coordination of Services. Consultant agrees to work closely with City staff in the performance of Services and shall be available to City's staff, consultants and other staff at all reasonable times.

3.2.8 Standard of Care; Performance of Employees. Consultant shall perform all Services under this Agreement in a skillful and competent manner, consistent with the standards generally recognized as being employed by professionals in the same discipline in the State of California. Consultant represents and maintains that it is skilled in the professional calling necessary to perform the Services. Consultant warrants that all employees and subconsultants shall have sufficient skill and experience to perform the Services assigned to them. Finally, Consultant represents that it, its employees and subconsultants have all licenses, permits, qualifications and approvals of whatever nature that are legally required to perform the Services and that such licenses and approvals shall be maintained throughout the term of this Agreement. As provided for in the indemnification provisions of this Agreement, Consultant shall perform, at its own cost and expense and without reimbursement from the City, any services necessary to correct errors or omissions which are caused by the Consultant's failure to comply with the standard of care provided for herein. Any employee of the Consultant or its sub-consultants who is determined by the City to be uncooperative, incompetent, a threat to the adequate or timely completion of the Project, a threat to the safety of persons or property, or any employee who fails or refuses to perform the Services in a manner acceptable to the City, shall be promptly removed from the Project by the Consultant and shall not be re-employed to perform any of the Services or to work on the Project.

3.2.9 Laws and Regulations. Consultant shall keep itself fully informed of and in compliance with all local, state and federal laws, rules and regulations in any manner affecting the performance of the Project or the Services, including all Cal/OSHA requirements, and shall give all notices required by law. Consultant shall be liable for all violations of such laws and regulations in connection with Services. If the Consultant performs any work knowing it to be contrary to such laws, rules and regulations and without giving written notice to the City, Consultant shall be solely responsible for all costs arising therefrom. Consultant shall defend,

indemnify and hold City, its officials, directors, officers, employees and agents free and harmless, pursuant to the indemnification provisions of this Agreement, from any claim or liability arising out of any failure or alleged failure to comply with such laws, rules or regulations.

3.2.10 Insurance.

3.2.10.1 Time for Compliance. Consultant shall not commence Work under this Agreement until it has provided evidence satisfactory to the City that it has secured all insurance required under this section. In addition, Consultant shall not allow any subconsultant to commence work on any subcontract until it has provided evidence satisfactory to the City that the subconsultant has secured all insurance required under this section.

3.2.10.2 Types of Insurance Required. As a condition precedent to the effectiveness of this Agreement for work to be performed hereunder and without limiting the indemnity provisions of the Agreement, the Consultant in partial performance of its obligations under such Agreement, shall procure and maintain in full force and effect during the term of the Agreement, the following policies of insurance. If the existing policies do not meet the Insurance Requirements set forth herein, Consultant agrees to amend, supplement or endorse the policies to do so.

- (a) **Commercial General Liability:** Commercial General Liability Insurance which affords coverage at least as broad as Insurance Services Office "occurrence" form CG 0001, with minimum limits of at least \$1,000,000 per occurrence, and if written with an aggregate, the aggregate shall be double the per occurrence limit. Defense costs shall be paid in addition to the limits.

The policy shall contain no endorsements or provisions limiting coverage for (1) contractual liability; (2) cross liability exclusion for claims or suits by one insured against another; or (3) contain any other exclusion contrary to the Agreement.

- (b) **Automobile Liability Insurance:** Automobile Liability Insurance with coverage at least as broad as Insurance Services Office Form CA 0001 covering "Any Auto" (Symbol 1) with minimum limits of \$1,000,000 each accident.
- (c) **Contractors Pollution Liability:** Not required.
- (d) **Professional Liability:** Professional Liability insurance with minimum limits of \$1,000,000. Covered professional services shall specifically include all work to be performed under the Agreement and delete any exclusions that may potentially affect the work to be performed (for example, any exclusions relating to

lead, asbestos, pollution, testing, underground storage tanks, laboratory analysis, soil work, etc.).

If coverage is written on a claims-made basis, the retroactive date shall precede the effective date of the initial Agreement and continuous coverage will be maintained or an extended reporting period will be exercised for a period of at least three (3) years from termination or expiration of this Agreement.

- (e) Workers' Compensation: Workers' Compensation Insurance, as required by the State of California and Employer's Liability Insurance with a limit of not less than \$1,000,000 per accident for bodily injury and disease.

3.2.10.3 Endorsements. Required insurance policies shall not be in compliance if they include any limiting provision or endorsement that has not been submitted to the City for approval.

(A) The policy or policies of insurance required by Section 3.2.10.2 (a) Commercial General Liability and (c) Contractor's Pollution Liability shall be endorsed to provide the following:

- (1) Additional Insured: The City, its officials, officers, employees, agents, and volunteers shall be additional insureds with regard to liability and defense of suits or claims arising out of the performance of the Agreement.

Additional Insured Endorsements shall not (1) be restricted to "ongoing operations"; (2) exclude "contractual liability"; (3) restrict coverage to "sole" liability of Consultant; or (4) contain any other exclusions contrary to the Agreement.

- (2) Cancellation: Required insurance policies shall not be canceled or the coverage reduced until a thirty (30) day written notice of cancellation has been served upon the City except ten (10) days shall be allowed for non-payment of premium.

(B) The policy or policies of insurance required by Section 3.2.10.2 (b) Automobile Liability and (d) Professional Liability shall be endorsed to provide the following:

- (1) Cancellation: Required insurance policies shall not be canceled or the coverage reduced until a thirty (30) day written notice of cancellation has been served upon the City except ten (10) days shall be allowed for non-payment of premium.

(C) The policy or policies of insurance required by Section 3.2.10.2 (e) Workers' Compensation shall be endorsed to provide the following:

- (1) Waiver of Subrogation: A waiver of subrogation stating that the insurer waives all rights of subrogation against the indemnified parties.
- (2) Cancellation: Required insurance policies shall not be canceled or the coverage reduced until a thirty (30) day written notice of cancellation has been served upon the City except ten (10) days shall be allowed for non-payment of premium.

3.2.10.4 Primary and Non-Contributing Insurance. All insurance coverages shall be primary and any other insurance, deductible, or self-insurance maintained by the indemnified parties shall not contribute with this primary insurance. Policies shall contain or be endorsed to contain such provisions.

3.2.10.5 Waiver of Subrogation. Required insurance coverages shall not prohibit Consultant from waiving the right of subrogation prior to a loss. Consultant shall waive all subrogation rights against the indemnified parties. Policies shall contain or be endorsed to contain such provisions.

3.2.10.6 Deductible. Any deductible or self-insured retention must be approved in writing by the City and shall protect the indemnified parties in the same manner and to the same extent as they would have been protected had the policy or policies not contained a deductible or self-insured retention.

3.2.10.7 Evidence of Insurance. The Consultant, concurrently with the execution of the Agreement, and as a condition precedent to the effectiveness thereof, shall deliver either certified copies of the required policies, or original certificates and endorsements on forms approved by the City. The certificates and endorsements for each insurance policy shall be signed by a person authorized by that insurer to bind coverage on its behalf. At least fifteen (15 days) prior to the expiration of any such policy, evidence of insurance showing that such insurance coverage has been renewed or extended shall be filed with the City. If such coverage is cancelled or reduced, Consultant shall, within ten (10) days after receipt of written notice of such cancellation or reduction of coverage, file with the City evidence of insurance showing that the required insurance has been reinstated or has been provided through another insurance company or companies.

3.2.10.8 Failure to Maintain Coverage. Consultant agrees to suspend and cease all operations hereunder during such period of time as the required insurance coverage is not in effect and evidence of insurance has not been furnished to the City. The City shall have the right to withhold any payment due Consultant until Consultant has fully complied with the insurance provisions of this Agreement.

In the event that the Consultant's operations are suspended for failure to maintain required insurance coverage, the Consultant shall not be entitled to an extension of time for completion of the Services because of production lost during suspension.

3.2.10.9 Acceptability of Insurers. Each such policy shall be from a company or companies with a current A.M. Best's rating of no less than A:VII and authorized to do business in the State of California, or otherwise allowed to place insurance through surplus line brokers under applicable provisions of the California Insurance Code or any federal law.

3.2.10.10 Insurance for Subconsultants. All Subconsultants shall be included as additional insureds under the Consultant's policies, or the Consultant shall be responsible for causing Subconsultants to purchase the appropriate insurance in compliance with the terms of these Insurance Requirements, including adding the City as an Additional Insured to the Subconsultant's policies.

3.2.11 Safety. Consultant shall execute and maintain its work so as to avoid injury or damage to any person or property. In carrying out its Services, the Consultant shall at all times be in compliance with all applicable local, state and federal laws, rules and regulations, and shall exercise all necessary precautions for the safety of employees appropriate to the nature of the work and the conditions under which the work is to be performed. Safety precautions as applicable shall include, but shall not be limited to: (A) adequate life protection and life saving equipment and procedures; (B) instructions in accident prevention for all employees and subconsultants, such as safe walkways, scaffolds, fall protection ladders, bridges, gang planks, confined space procedures, trenching and shoring, equipment and other safety devices, equipment and wearing apparel as are necessary or lawfully required to prevent accidents or injuries; and (C) adequate facilities for the proper inspection and maintenance of all safety measures.

3.2.12 Verification of Funds. Pursuant to City Council Policy 300-5, if the Services are for an applicant-initiated project for which a deposit account has been established with the City, Consultant shall verify with the City's Representative that sufficient funds are available in City's deposit account for that project before the commencement of any work or services and periodically as the Services progress.

3.3 Fees and Payments.

3.3.1 Compensation. Consultant shall receive compensation, including authorized reimbursements, for all Services rendered under this Agreement at the rates set forth in Exhibit "C" attached hereto and incorporated herein by reference. The total compensation shall not exceed **Seventy Five Thousand DOLLARS (\$75,000)** ("Total Compensation") without written approval of City's **City Manager**. Extra Work may be authorized, as described below, and if authorized, will be compensated at the rates and manner set forth in this Agreement.

3.3.2 Payment of Compensation. Consultant shall submit to City a monthly itemized statement which indicates work completed and hours of Services rendered by Consultant. The statement shall describe the amount of Services and supplies provided since the

initial commencement date, or since the start of the subsequent billing periods, as appropriate, through the date of the statement. City shall, within 45 days of receiving such statement, review the statement and pay all approved charges thereon.

3.3.3 Reimbursement for Expenses. Consultant shall not be reimbursed for any expenses unless authorized in writing by City.

3.3.4 Extra Work. At any time during the term of this Agreement, City may request that Consultant perform Extra Work. As used herein, "Extra Work" means any work which is determined by City to be necessary for the proper completion of the Project, but which the Parties did not reasonably anticipate would be necessary at the execution of this Agreement. Consultant shall not perform, nor be compensated for, Extra Work without written authorization from the City. The City Manager may approve Extra Work, provided the cost of the Extra Work, does not exceed ten percent (10%) of the Total Compensation as set forth in Section 3.3.1, for a total increase of \$7,500. Any Extra Work in excess of this amount shall be approved by the City Council.

3.3.5 Rate Increases. In the event that this Agreement is renewed pursuant to Section 3.1.2, the rates set forth in Exhibit "C" may be adjusted each year at the time of renewal as set forth in Exhibit "C."

3.3.6 Prevailing Wages. Consultant is aware of the requirements of California Labor Code Section 1720, et seq., and 1770, et seq., as well as California Code of Regulations, Title 8, Section 16000, et seq., ("Prevailing Wage Laws"), which require the payment of prevailing wage rates and the performance of other requirements on "public works" and "maintenance" projects. If the Services are being performed as part of an applicable "public works" or "maintenance" project, as defined by the Prevailing Wage Laws, and if the total compensation is \$1,000 or more, Consultant agrees to fully comply with such Prevailing Wage Laws. City shall provide Consultant with a copy of the prevailing rates of per diem wages in effect at the commencement of this Agreement. Consultant shall make copies of the prevailing rates of per diem wages for each craft, classification or type of worker needed to execute the Services available to interested parties upon request, and shall post copies at the Consultant's principal place of business and at the project site. Consultant shall defend, indemnify and hold the City, its elected officials, officers, employees and agents free and harmless from any claim or liability arising out of any failure or alleged failure to comply with the Prevailing Wage Laws.

3.4 Accounting Records.

3.4.1 Maintenance and Inspection. Consultant shall maintain complete and accurate records with respect to all costs and expenses incurred under this Agreement. All such records shall be clearly identifiable. Consultant shall allow a representative of City during normal business hours to examine, audit, and make transcripts or copies of such records and any other documents created pursuant to this Agreement. Consultant shall allow inspection of all work, data, documents, proceedings, and activities related to the Agreement for a period of three (3) years from the date of final payment under this Agreement.

3.5 General Provisions.

3.5.1 Termination of Agreement.

3.5.1.1 Grounds for Termination. City may, by written notice to Consultant, terminate the whole or any part of this Agreement at any time and without cause by giving written notice to Consultant of such termination, and specifying the effective date thereof, at least seven (7) days before the effective date of such termination. Upon termination, Consultant shall be compensated only for those services which have been adequately rendered to City, and Consultant shall be entitled to no further compensation. Consultant may not terminate this Agreement except for cause.

3.5.1.2 Effect of Termination. If this Agreement is terminated as provided herein, City may require Consultant to provide all finished or unfinished Documents and Data and other information of any kind prepared by Consultant in connection with the performance of Services under this Agreement. Consultant shall be required to provide such document and other information within fifteen (15) days of the request.

3.5.1.3 Additional Services. In the event this Agreement is terminated in whole or in part as provided herein, City may procure, upon such terms and in such manner as it may determine appropriate, services similar to those terminated.

3.5.2 Delivery of Notices. All notices permitted or required under this Agreement shall be given to the respective parties at the following address, or at such other address as the respective parties may provide in writing for this purpose:

Consultant:

**KOA Corporation
2141 West Oranewood Avenue, Suite A
Orange, CA 92868
Attn: Min Zhou**

City:

City of Aliso Viejo
12 Journey, Suite 100
Aliso Viejo, CA 92656
Attn: **Shaun Pelletier, Public Works Department**

Such notice shall be deemed made when personally delivered or when mailed, forty-eight (48) hours after deposit in the U.S. Mail, first class postage prepaid and addressed to the party at its applicable address. Actual notice shall be deemed adequate notice on the date actual notice occurred, regardless of the method of service.

3.5.3 Ownership of Materials and Confidentiality.

3.5.3.1 Documents & Data; Licensing of Intellectual Property. This Agreement creates a non-exclusive and perpetual license for City to copy, use, modify, reuse, or sublicense any and all copyrights, designs, and other intellectual property embodied in plans, specifications, studies, drawings, estimates, and other documents or works of authorship fixed in

any tangible medium of expression, including but not limited to, physical drawings or data magnetically or otherwise recorded on computer diskettes, which are prepared or caused to be prepared by Consultant under this Agreement ("Documents & Data"). Consultant shall require all subconsultants to agree in writing that City is granted a non-exclusive and perpetual license for any Documents & Data the subconsultant prepares under this Agreement. Consultant represents and warrants that Consultant has the legal right to license any and all Documents & Data. Consultant makes no such representation and warranty in regard to Documents & Data which were prepared by design professionals other than Consultant or provided to Consultant by the City. City shall not be limited in any way in its use of the Documents and Data at any time, provided that any such use not within the purposes intended by this Agreement shall be at City's sole risk.

3.5.3.2 Confidentiality. All ideas, memoranda, specifications, plans, procedures, drawings, descriptions, computer program data, input record data, written information, and other Documents and Data either created by or provided to Consultant in connection with the performance of this Agreement shall be held confidential by Consultant. Such materials shall not, without the prior written consent of City, be used by Consultant for any purposes other than the performance of the Services. Nor shall such materials be disclosed to any person or entity not connected with the performance of the Services or the Project. Nothing furnished to Consultant which is otherwise known to Consultant or is generally known, or has become known, to the related industry shall be deemed confidential. Consultant shall not use City's name or insignia, photographs of the Project, or any publicity pertaining to the Services or the Project in any magazine, trade paper, newspaper, television or radio production or other similar medium without the prior written consent of City.

3.5.3.3 Confidential Information. The City shall refrain from releasing Consultant's proprietary information ("Proprietary Information") unless the City's legal counsel determines that the release of the Proprietary Information is required by the California Public Records Act or other applicable state or federal law, or order of a court of competent jurisdiction, in which case the City shall notify Consultant of its intention to release Proprietary Information. Consultant shall have five (5) working days after receipt of the Release Notice to give City written notice of Consultant's objection to the City's release of Proprietary Information. Consultant shall indemnify, defend and hold harmless the City, and its officers, directors, employees, and agents from and against all liability, loss, cost or expense (including attorney's fees) arising out of a legal action brought to compel the release of Proprietary Information. City shall not release the Proprietary Information after receipt of the Objection Notice unless either: (1) Consultant fails to fully indemnify, defend (with City's choice of legal counsel), and hold City harmless from any legal action brought to compel such release; and/or (2) a final and non-appealable order by a court of competent jurisdiction requires that City release such information.

3.5.4 Fraud Policy. Consultant shall provide a copy of the City's Fraud Prevention Policy to each of its employees assigned to perform the tasks under this Agreement. Consultant shall submit to the City's Representative a statement signed by Consultant and by each of its employees who are assigned to perform the Services under this Agreement certifying receipt of and that they have read the City's Fraud Prevention Policy. A finding by the City that Consultant or any of Consultant's employees have committed fraud against the City or have

violated the City's Fraud Prevention Policy shall be grounds for appropriate discipline, up to and including such employee's removal from performance of this Agreement at City's request and/or termination of this Agreement. Consultant shall reimburse the City for any costs and expenses associated with fraud against the City.

3.5.5 Cooperation; Further Acts. The Parties shall fully cooperate with one another, and shall take any additional acts or sign any additional documents as may be necessary, appropriate or convenient to attain the purposes of this Agreement.

3.5.6 Attorney's Fees. If either party commences an action against the other party, either legal, administrative or otherwise, arising out of or in connection with this Agreement, the prevailing party in such litigation shall be entitled to have and recover from the losing party reasonable attorney's fees and all other costs of such action.

3.5.7 Indemnification.

3.5.7.1 Scope of Indemnity. To the fullest extent permitted by law, Consultant shall defend, indemnify and hold the City, its directors, officials, officers, employees, volunteers and agents free and harmless from any and all claims, demands, causes of action, costs, expenses, liability, loss, damage or injury of any kind, in law or equity, to property or persons, including wrongful death, in any manner arising out of, pertaining to, or incident to any alleged acts, errors or omissions of Consultant, its officials, officers, employees, subcontractors, consultants or agents in connection with the performance of the Consultant's Services, the Project or this Agreement, including without limitation the payment of all consequential damages, expert witness fees and attorneys fees and other related costs and expenses. Notwithstanding the foregoing, to the extent Consultant's Services are subject to Civil Code Section 2782.8, the above indemnity shall be limited, to the extent required by Civil Code Section 2782.8, to claims that arise out of, pertain to, or relate to the negligence, recklessness, or willful misconduct of the Consultant.

3.5.7.2 Additional Indemnity Obligations. Consultant shall defend, with Counsel of City's choosing and at Consultant's own cost, expense and risk, any and all claims, suits, actions or other proceedings of every kind covered by Section 3.5.7.1 that may be brought or instituted against City or its directors, officials, officers, employees, volunteers and agents. Consultant shall pay and satisfy any judgment, award or decree that may be rendered against City or its directors, officials, officers, employees, volunteers and agents as part of any such claim, suit, action or other proceeding. Consultant shall also reimburse City for the cost of any settlement paid by City or its directors, officials, officers, employees, agents or volunteers as part of any such claim, suit, action or other proceeding. Such reimbursement shall include payment for City's attorney's fees and costs, including expert witness fees. Consultant shall reimburse City and its directors, officials, officers, employees, agents, and/or volunteers, for any and all legal expenses and costs incurred by each of them in connection therewith or in enforcing the indemnity herein provided. Consultant's obligation to indemnify shall survive expiration or termination of this Agreement, and shall not be restricted to insurance proceeds, if any, received by the City, its directors, officials officers, employees, agents, or volunteers.

3.5.8 Entire Agreement. This Agreement contains the entire Agreement of the parties with respect to the subject matter hereof, and supersedes all prior negotiations, understandings or agreements. This Agreement may only be modified by a writing signed by both parties.

3.5.9 Governing Law. This Agreement shall be governed by the laws of the State of California. Venue shall be in Orange County.

3.5.10 Time of Essence. Time is of the essence for each and every provision of this Agreement.

3.5.11 City's Right to Employ Other Consultants. City reserves right to employ other consultants in connection with this Project.

3.5.12 Successors and Assigns. This Agreement shall be binding on the successors and assigns of the parties.

3.5.13 Assignment or Transfer. Consultant shall not assign, hypothecate, or transfer, either directly or by operation of law, this Agreement or any interest herein without the prior written consent of the City. Any attempt to do so shall be null and void, and any assignees, hypothecates or transferees shall acquire no right or interest by reason of such attempted assignment, hypothecation or transfer.

3.5.14 Construction; References; Captions. Since the Parties or their agents have participated fully in the preparation of this Agreement, the language of this Agreement shall be construed simply, according to its fair meaning, and not strictly for or against any Party. Any term referencing time, days or period for performance shall be deemed calendar days and not work days. All references to Consultant include all personnel, employees, agents, and subconsultants of Consultant, except as otherwise specified in this Agreement. All references to City include its elected officials, officers, employees, agents, and volunteers except as otherwise specified in this Agreement. The captions of the various articles and paragraphs are for convenience and ease of reference only, and do not define, limit, augment, or describe the scope, content, or intent of this Agreement.

3.5.15 Amendment; Modification. No supplement, modification, or amendment of this Agreement shall be binding unless executed in writing and signed by both Parties.

3.5.16 Waiver. No waiver of any default shall constitute a waiver of any other default or breach, whether of the same or other covenant or condition. No waiver, benefit, privilege, or service voluntarily given or performed by a Party shall give the other Party any contractual rights by custom, estoppel, or otherwise.

3.5.17 No Third Party Beneficiaries. There are no intended third party beneficiaries of any right or obligation assumed by the Parties.

3.5.18 Invalidity; Severability. If any portion of this Agreement is declared invalid, illegal, or otherwise unenforceable by a court of competent jurisdiction, the remaining provisions shall continue in full force and effect.

3.5.19 Prohibited Interests. Consultant maintains and warrants that it has not employed nor retained any company or person, other than a bona fide employee working solely for Consultant, to solicit or secure this Agreement. Further, Consultant warrants that it has not paid nor has it agreed to pay any company or person, other than a bona fide employee working solely for Consultant, any fee, commission, percentage, brokerage fee, gift or other consideration contingent upon or resulting from the award or making of this Agreement. For breach or violation of this warranty, City shall have the right to rescind this Agreement without liability. For the term of this Agreement, no member, officer or employee of City, during the term of his or her service with City, shall have any direct interest in this Agreement, or obtain any present or anticipated material benefit arising therefrom.

3.5.20 Equal Opportunity Employment. Consultant represents that it is an equal opportunity employer and it shall not discriminate against any subconsultant, employee or applicant for employment because of race, religion, color, national origin, handicap, ancestry, sex or age. Such non-discrimination shall include, but not be limited to, all activities related to initial employment, upgrading, demotion, transfer, recruitment or recruitment advertising, layoff or termination. Consultant shall also comply with all relevant provisions of City's Minority Business Enterprise program, Affirmative Action Plan or other related programs or guidelines currently in effect or hereinafter enacted.

3.5.21 Labor Certification. By its signature hereunder, Consultant certifies that it is aware of the provisions of Section 3700 of the California Labor Code which require every employer to be insured against liability for Worker's Compensation or to undertake self-insurance in accordance with the provisions of that Code, and agrees to comply with such provisions before commencing the performance of the Services.

3.5.22 Authority to Enter Agreement. Consultant has all requisite power and authority to conduct its business and to execute, deliver, and perform the Agreement. Each Party warrants that the individuals who have signed this Agreement have the legal power, right, and authority to make this Agreement and bind each respective Party.

3.5.23 Counterparts. This Agreement may be signed in counterparts, each of which shall constitute an original.

3.5.24 Declaration of Political Contributions. Consultant shall, throughout the term of this Agreement, submit to City an annual statement in writing declaring any political contributions of money, in-kind services, or loan made to any member of the City Council within the previous twelve-month period by the Consultant and all of Consultant's employees, including any employee(s) that Consultant intends to assign to perform the Services described in this Agreement.

3.6 Subcontracting.

3.6.1 Prior Approval Required. Consultant shall not subcontract any portion of the work required by this Agreement, except as expressly stated herein, without prior written approval of City. Subcontracts, if any, shall contain a provision making them subject to all provisions stipulated in this Agreement.

[Signatures on following page.]

IN WITNESS WHEREOF, the parties have executed this Professional Services Agreement for **On-Call Parking & Traffic Analysis** on this ____ day of _____, 2015.

CITY OF ALISO VIEJO

KOA CORPORATION

By: _____
David A. Doyle
City Manager

By: _____

Name: _____

Title: _____

Attest:

[If Corporation, TWO SIGNATURES, President **OR** Vice President **AND** Secretary, **AND** CORPORATE SEAL OF CONSULTANT REQUIRED]

By: _____
Mitzi Ortiz, MMC
City Clerk

By: _____

Name: _____

Approved as to Form:

Title: _____

BEST BEST & KRIEGER LLP

By: _____
Best Best & Krieger LLP
City Attorney

Approved as to Compliance with Budget:

By: _____
Gina Tharani
Director of Financial Services

CITY OF ALISO VIEJO

DECLARATION OF POLITICAL CONTRIBUTIONS

Using the space provided below, please list any political contributions of money, in-kind services, or loans made to any member of the City Council within the last twelve (12) months by Consultant and all of Consultant's employees, including any employee(s) that applicant intends to assign to perform the work or services described in this Agreement:

To the best of my knowledge, I declare under penalty of perjury that the foregoing is true and was executed at:

City/County/State

Date

Name of Business

Print Name

Signature

NOTE: THIS DECLARATION IS INCLUDED AS PART OF THE AGREEMENT AND MUST BE SIGNED AND ATTACHED HERETO.

EXHIBIT "A"
SCOPE OF SERVICES

EXHIBIT 'A'
SCOPE OF WORK FOR
ON CALL PARKING & TRAFFIC ANALYSIS

1. GENERAL

The Contractor shall furnish all labor and equipment to perform parking and traffic analysis services with the primary purpose to obtain observed conditions and provide recommendations for the selected locations. Additional work may be requested to assist in reviewing project applicant submitted parking and traffic documents.

2. QUALIFICATIONS

The Contractor shall have the capability to provide transportation planning and traffic engineering services as required to complete the scope of work on an as-needed basis.

3. SCOPE OF WORK

A. Parking Analysis

- a. Attend and participate in a kickoff meeting with City staff.
- b. Work with various property owners and groups to obtain the schedule of activities for each location.
- c. Complete parking surveys at each designated location for typical Weekday and/or Weekend condition dependent on the schedule of activities for each location. Counts shall be at 60 minute intervals.
- d. Determine peak parking demand at each location from the parking survey.
- e. Review the available parking at each location.
- f. Determine the adequacy of the parking at each location based on the observed parking counts.
- g. Develop recommendations for each location.
- h. Summarize the results of the study in a report that includes appropriate tables, graphs, and exhibits.
- i. Attend and participate in presentation of the results to City Council.

B. Traffic Analysis

- a. Attend and participate in a kickoff meeting with City staff.
- b. Work with various property owners and groups to obtain the schedule of activities for each location.
- c. Obtain traffic counts at each designated location for typical Weekday and/or Weekend conditions dependent on the schedule of activities for each location.
- d. Determine the peak hour volumes.
- e. Determine the average delay encountered.
- f. Determine the factors causing the delay.
- g. Develop recommendations for each location.

- h. Summarize the results of the study in a report that includes appropriate tables, graphs, and exhibits.
- i. Attend and participate in presentation of the results to City Council.

C. Document Review

- a. Attend and participate in meetings with City staff and/or project applicants.
- b. Review parking and traffic analysis documents submitted for the project for technical correctness.
- c. Provide City staff with comments and/or corrections based upon City requirements.
- d. Be prepared to provide guidance and plan review conforming to SB 743 requirements of vehicle miles traveled (VMT).
- e. Review time shall be within 2 weeks of initial submittal and within 1 week for subsequent submittals.

4. POTENTIAL STUDY LOCATIONS

A. City Facilities

- a. City Hall
- b. Iglesia Park
- c. Conference/Aquatic Center
- d. AV Ranch*

B. School Facilities

- a. Aliso Niguel High School
- b. Aliso Viejo Middle School
- c. Don Juan Avila Middle School (and Elementary School)
- d. Oak Grove Elementary School
- e. Wood Canyon Elementary School
- f. Canyon Vista Elementary School
- g. Soka University
- h. Journey School
- i. Community Roots Academy
- j. St. Mary's All Angels
- k. Aliso Viejo Christian School

C. Private Park Facilities

- a. Wingspan Park
- b. Argonaut Park
- c. Ridgecrest Park
- d. Springdale Park
- e. Pinewood Park
- f. Creekside Park
- g. Aliso Viejo Community Park
- h. Woodfield Park*
- i. Foxborough Park
- j. Aliso Canyon Community Park
- k. Hummingbird Park

- l. Brookline Park
- m. Crestview Park
- n. Glenbrook Park
- o. Grand Park
- p. Acorn Park
- q. Westridge Park
- r. Canyon View Park
- s. Oak Park
- t. Hillview Park

D. Additional Facilities

- a. Churches
- b. Athletic Facilities (gymnastics, ice skating, etc.)
- c. Town Center/Commons*
- d. Retail/Commercial Centers
- e. High Density Residential
- f. County Park Properties

*Parking studies already completed or underway.

EXHIBIT "B"
SCHEDULE OF SERVICES

AS NEEDED

EXHIBIT "C"
COMPENSATION

ATTACHED

In the event that this Agreement is renewed pursuant to Section 3.1.2, the rates set forth above may be adjusted each year at the time of renewal described in Exhibit "B" in accordance with the March Consumer Price Index, All Urban Consumers, Los Angeles-Riverside-Orange Counties up to a maximum percentage of five percent (5%).



1100 Corporate Center Dr., Suite 201
 Monterey Park, CA 91754
 t: 323-260-4703 f: 323-260-4705
 www.koacorporation.com

KOA Corporation
BILLING RATES FOR 2015
 January 2015 thru December 2015

Employee Title	Rate
President	\$ 285.50
Principal Engineer I	\$ 260.00
Principal Engineer II	\$ 224.00
Senior Engineer I	\$ 208.00
Senior Engineer II	\$ 169.00
Senior Designer I	\$ 197.50
Senior Designer II	\$ 164.00
Senior Planner I	\$ 197.50
Senior Planner II	\$ 164.00
Associate Engineer I	\$ 132.50
Associate Engineer II	\$ 106.00
Associate Planner I	\$ 132.00
Associate Planner II	\$ 106.00
Associate Designer I	\$ 106.00
Associate Designer II	\$ 85.50
Assistant Engineer I	\$ 106.00
Assistant Engineer II	\$ 85.50
Assistant Planner I	\$ 95.50
Assistant Planner II	\$ 75.50
Assistant Designer I	\$ 85.00
Assistant Designer II	\$ 65.00
Technician I	\$ 79.50
Technician II	\$ 58.00
Administrative Assistant I	\$ 79.50
Administrative Assistant II	\$ 58.00
Intern	\$ 52.00

CITY OF ALISO VIEJO

ACKNOWLEDGMENT OF RECEIPT OF FRAUD POLICY

I hereby acknowledge that I have received a copy of the City's "Fraud Prevention Policy" dated October 1, 2008. I understand that I am to promptly read its contents and distribute copies to employees assigned to perform Services for the City of Aliso Viejo.

To the extent that provisions of this policy conflict with previously issued policies or practices, whether or not such policies and practices were contained in written policies, this policy shall prevail.

Name of Business

Print Name

Signature

Date

**CITY OF ALISO VIEJO
PROFESSIONAL SERVICES AGREEMENT
FOR
ON CALL PARKING & TRAFFIC ANALYSIS**

1. PARTIES AND DATE.

This Agreement is made and entered into this ____ day of _____, 20____, by and between the City of Aliso Viejo, a municipal organization organized under the laws of the State of California with its principal place of business at 12 Journey, Suite 100, Aliso Viejo, California 92656 ("City") and **RK Engineering Group, Inc.**, a **Corporation**, with its principal place of business at **4000 Westerly Place, Suite 280, Newport Beach, CA 92660** ("Consultant"). City and Consultant are sometimes individually referred to herein as "Party" and collectively as "Parties."

2. RECITALS.

2.1 Consultant.

Consultant desires to perform and assume responsibility for the provision of professional **parking and traffic** consultant services required by the City on the terms and conditions set forth in this Agreement. Consultant represents that it is experienced in providing professional **parking and traffic** consultant services to public clients, is licensed in the State of California, and is familiar with the plans of City.

2.2 Project.

City desires to engage Consultant to render such services for **On Call Parking & Traffic Analysis** ("Project") as set forth in this Agreement.

3. TERMS.

3.1 Scope of Services and Term.

3.1.1 General Scope of Services. Consultant promises and agrees to furnish to the City all labor, materials, tools, equipment, services, and incidental and customary work necessary to fully and adequately supply the professional **parking and traffic** consultant services necessary for the Project ("Services"). The Services are more particularly described in Exhibit "A" attached hereto and incorporated herein by reference. All Services shall be subject to, and performed in accordance with, this Agreement, the exhibits attached hereto and incorporated herein by reference, and all applicable local, state and federal laws, rules and regulations.

3.1.2 Term. The term of this Agreement shall be from **May 15, 2015 to June 30, 2018**, unless earlier terminated as provided herein. The City Manager shall have the

unilateral option, at its sole discretion, to renew this Agreement annually for no more than two additional one-year terms. Consultant shall complete the Services within the term of this Agreement, and shall meet any other established schedules and deadlines.

3.2 Responsibilities of Consultant.

3.2.1 Control and Payment of Subordinates; Independent Contractor. The Services shall be performed by Consultant or under its supervision. Consultant will determine the means, methods and details of performing the Services subject to the requirements of this Agreement. City retains Consultant on an independent contractor basis and not as an employee. Consultant shall complete, execute, and submit to City a Request for Taxpayer Identification Number and Certification (IRS Form W-9) prior to commencement of any Services under this Agreement. Consultant retains the right to perform similar or different services for others during the term of this Agreement. Any additional personnel performing the Services under this Agreement on behalf of Consultant shall also not be employees of City and shall at all times be under Consultant's exclusive direction and control. Consultant shall pay all wages, salaries, and other amounts due such personnel in connection with their performance of Services under this Agreement and as required by law. Consultant shall be responsible for all reports and obligations respecting such additional personnel, including, but not limited to: social security taxes, income tax withholding, unemployment insurance, disability insurance, and workers' compensation insurance.

3.2.2 Schedule of Services. Consultant shall perform the Services expeditiously, within the term of this Agreement, and in accordance with the Schedule of Services set forth in Exhibit "B" attached hereto and incorporated herein by reference. Consultant represents that it has the professional and technical personnel required to perform the Services in conformance with such conditions. In order to facilitate Consultant's conformance with the Schedule, City shall respond to Consultant's submittals in a timely manner. Upon request of City, Consultant shall provide a more detailed schedule of anticipated performance to meet the Schedule of Services.

3.2.3 Conformance to Applicable Requirements. All work prepared by Consultant shall be subject to the approval of City.

3.2.4 Substitution of Key Personnel. Consultant has represented to City that certain key personnel will perform and coordinate the Services under this Agreement. Should one or more of such personnel become unavailable, Consultant may substitute other personnel of at least equal competence upon written approval of City. In the event that City and Consultant cannot agree as to the substitution of key personnel, City shall be entitled to terminate this Agreement for cause. As discussed below, any personnel who fail or refuse to perform the Services in a manner acceptable to the City, or who are determined by the City to be uncooperative, incompetent, a threat to the adequate or timely completion of the Project or a threat to the safety of persons or property, shall be promptly removed from the Project by the Consultant at the request of the City. The key personnel for performance of this Agreement are as follows: **Rogier Goedecke.**

3.2.5 City's Representative. The City hereby designates the City Manager, or his or her designee, to act as its representative for the performance of this Agreement ("City's Representative"). City's Representative shall have the power to act on behalf of the City for all purposes under this Contract. The City Manager hereby designates the **City Engineer**, or his or her designee, as the City's contact for the implementation of the Services hereunder. Consultant shall not accept direction or orders from any person other than the City's Representative or his or her designee.

3.2.6 Consultant's Representative. Consultant hereby designates **Rogier Goedecke**, or his or her designee, to act as its representative for the performance of this Agreement ("Consultant's Representative"). Consultant's Representative shall have full authority to represent and act on behalf of the Consultant for all purposes under this Agreement. The Consultant's Representative shall supervise and direct the Services, using his best skill and attention, and shall be responsible for all means, methods, techniques, sequences and procedures and for the satisfactory coordination of all portions of the Services under this Agreement.

3.2.7 Coordination of Services. Consultant agrees to work closely with City staff in the performance of Services and shall be available to City's staff, consultants and other staff at all reasonable times.

3.2.8 Standard of Care; Performance of Employees. Consultant shall perform all Services under this Agreement in a skillful and competent manner, consistent with the standards generally recognized as being employed by professionals in the same discipline in the State of California. Consultant represents and maintains that it is skilled in the professional calling necessary to perform the Services. Consultant warrants that all employees and subconsultants shall have sufficient skill and experience to perform the Services assigned to them. Finally, Consultant represents that it, its employees and subconsultants have all licenses, permits, qualifications and approvals of whatever nature that are legally required to perform the Services and that such licenses and approvals shall be maintained throughout the term of this Agreement. As provided for in the indemnification provisions of this Agreement, Consultant shall perform, at its own cost and expense and without reimbursement from the City, any services necessary to correct errors or omissions which are caused by the Consultant's failure to comply with the standard of care provided for herein. Any employee of the Consultant or its sub-consultants who is determined by the City to be uncooperative, incompetent, a threat to the adequate or timely completion of the Project, a threat to the safety of persons or property, or any employee who fails or refuses to perform the Services in a manner acceptable to the City, shall be promptly removed from the Project by the Consultant and shall not be re-employed to perform any of the Services or to work on the Project.

3.2.9 Laws and Regulations. Consultant shall keep itself fully informed of and in compliance with all local, state and federal laws, rules and regulations in any manner affecting the performance of the Project or the Services, including all Cal/OSHA requirements, and shall give all notices required by law. Consultant shall be liable for all violations of such laws and regulations in connection with Services. If the Consultant performs any work knowing it to be contrary to such laws, rules and regulations and without giving written notice to the City, Consultant shall be solely responsible for all costs arising therefrom. Consultant shall defend,

indemnify and hold City, its officials, directors, officers, employees and agents free and harmless, pursuant to the indemnification provisions of this Agreement, from any claim or liability arising out of any failure or alleged failure to comply with such laws, rules or regulations.

3.2.10 Insurance.

3.2.10.1 Time for Compliance. Consultant shall not commence Work under this Agreement until it has provided evidence satisfactory to the City that it has secured all insurance required under this section. In addition, Consultant shall not allow any subconsultant to commence work on any subcontract until it has provided evidence satisfactory to the City that the subconsultant has secured all insurance required under this section.

3.2.10.2 Types of Insurance Required. As a condition precedent to the effectiveness of this Agreement for work to be performed hereunder and without limiting the indemnity provisions of the Agreement, the Consultant in partial performance of its obligations under such Agreement, shall procure and maintain in full force and effect during the term of the Agreement, the following policies of insurance. If the existing policies do not meet the Insurance Requirements set forth herein, Consultant agrees to amend, supplement or endorse the policies to do so.

- (a) **Commercial General Liability:** Commercial General Liability Insurance which affords coverage at least as broad as Insurance Services Office "occurrence" form CG 0001, with minimum limits of at least \$1,000,000 per occurrence, and if written with an aggregate, the aggregate shall be double the per occurrence limit. Defense costs shall be paid in addition to the limits.

The policy shall contain no endorsements or provisions limiting coverage for (1) contractual liability; (2) cross liability exclusion for claims or suits by one insured against another; or (3) contain any other exclusion contrary to the Agreement.

- (b) **Automobile Liability Insurance:** Automobile Liability Insurance with coverage at least as broad as Insurance Services Office Form CA 0001 covering "Any Auto" (Symbol 1) with minimum limits of \$1,000,000 each accident.
- (c) **Contractors Pollution Liability:** Not required.
- (d) **Professional Liability:** Professional Liability insurance with minimum limits of \$1,000,000. Covered professional services shall specifically include all work to be performed under the Agreement and delete any exclusions that may potentially affect the work to be performed (for example, any exclusions relating to

lead, asbestos, pollution, testing, underground storage tanks, laboratory analysis, soil work, etc.).

If coverage is written on a claims-made basis, the retroactive date shall precede the effective date of the initial Agreement and continuous coverage will be maintained or an extended reporting period will be exercised for a period of at least three (3) years from termination or expiration of this Agreement.

- (e) Workers' Compensation: Workers' Compensation Insurance, as required by the State of California and Employer's Liability Insurance with a limit of not less than \$1,000,000 per accident for bodily injury and disease.

3.2.10.3 Endorsements. Required insurance policies shall not be in compliance if they include any limiting provision or endorsement that has not been submitted to the City for approval.

(A) The policy or policies of insurance required by Section 3.2.10.2 (a) Commercial General Liability and (c) Contractor's Pollution Liability shall be endorsed to provide the following:

- (1) Additional Insured: The City, its officials, officers, employees, agents, and volunteers shall be additional insureds with regard to liability and defense of suits or claims arising out of the performance of the Agreement.

Additional Insured Endorsements shall not (1) be restricted to "ongoing operations"; (2) exclude "contractual liability"; (3) restrict coverage to "sole" liability of Consultant; or (4) contain any other exclusions contrary to the Agreement.

- (2) Cancellation: Required insurance policies shall not be canceled or the coverage reduced until a thirty (30) day written notice of cancellation has been served upon the City except ten (10) days shall be allowed for non-payment of premium.

(B) The policy or policies of insurance required by Section 3.2.10.2 (b) Automobile Liability and (d) Professional Liability shall be endorsed to provide the following:

- (1) Cancellation: Required insurance policies shall not be canceled or the coverage reduced until a thirty (30) day written notice of cancellation has been served upon the City except ten (10) days shall be allowed for non-payment of premium.

(C) The policy or policies of insurance required by Section 3.2.10.2 (e) Workers' Compensation shall be endorsed to provide the following:

- (1) Waiver of Subrogation: A waiver of subrogation stating that the insurer waives all rights of subrogation against the indemnified parties.
- (2) Cancellation: Required insurance policies shall not be canceled or the coverage reduced until a thirty (30) day written notice of cancellation has been served upon the City except ten (10) days shall be allowed for non-payment of premium.

3.2.10.4 Primary and Non-Contributing Insurance. All insurance coverages shall be primary and any other insurance, deductible, or self-insurance maintained by the indemnified parties shall not contribute with this primary insurance. Policies shall contain or be endorsed to contain such provisions.

3.2.10.5 Waiver of Subrogation. Required insurance coverages shall not prohibit Consultant from waiving the right of subrogation prior to a loss. Consultant shall waive all subrogation rights against the indemnified parties. Policies shall contain or be endorsed to contain such provisions.

3.2.10.6 Deductible. Any deductible or self-insured retention must be approved in writing by the City and shall protect the indemnified parties in the same manner and to the same extent as they would have been protected had the policy or policies not contained a deductible or self-insured retention.

3.2.10.7 Evidence of Insurance. The Consultant, concurrently with the execution of the Agreement, and as a condition precedent to the effectiveness thereof, shall deliver either certified copies of the required policies, or original certificates and endorsements on forms approved by the City. The certificates and endorsements for each insurance policy shall be signed by a person authorized by that insurer to bind coverage on its behalf. At least fifteen (15 days) prior to the expiration of any such policy, evidence of insurance showing that such insurance coverage has been renewed or extended shall be filed with the City. If such coverage is cancelled or reduced, Consultant shall, within ten (10) days after receipt of written notice of such cancellation or reduction of coverage, file with the City evidence of insurance showing that the required insurance has been reinstated or has been provided through another insurance company or companies.

3.2.10.8 Failure to Maintain Coverage. Consultant agrees to suspend and cease all operations hereunder during such period of time as the required insurance coverage is not in effect and evidence of insurance has not been furnished to the City. The City shall have the right to withhold any payment due Consultant until Consultant has fully complied with the insurance provisions of this Agreement.

In the event that the Consultant's operations are suspended for failure to maintain required insurance coverage, the Consultant shall not be entitled to an extension of time for completion of the Services because of production lost during suspension.

3.2.10.9 Acceptability of Insurers. Each such policy shall be from a company or companies with a current A.M. Best's rating of no less than A:VII and authorized to do business in the State of California, or otherwise allowed to place insurance through surplus line brokers under applicable provisions of the California Insurance Code or any federal law.

3.2.10.10 Insurance for Subconsultants. All Subconsultants shall be included as additional insureds under the Consultant's policies, or the Consultant shall be responsible for causing Subconsultants to purchase the appropriate insurance in compliance with the terms of these Insurance Requirements, including adding the City as an Additional Insured to the Subconsultant's policies.

3.2.11 Safety. Consultant shall execute and maintain its work so as to avoid injury or damage to any person or property. In carrying out its Services, the Consultant shall at all times be in compliance with all applicable local, state and federal laws, rules and regulations, and shall exercise all necessary precautions for the safety of employees appropriate to the nature of the work and the conditions under which the work is to be performed. Safety precautions as applicable shall include, but shall not be limited to: (A) adequate life protection and life saving equipment and procedures; (B) instructions in accident prevention for all employees and subconsultants, such as safe walkways, scaffolds, fall protection ladders, bridges, gang planks, confined space procedures, trenching and shoring, equipment and other safety devices, equipment and wearing apparel as are necessary or lawfully required to prevent accidents or injuries; and (C) adequate facilities for the proper inspection and maintenance of all safety measures.

3.2.12 Verification of Funds. Pursuant to City Council Policy 300-5, if the Services are for an applicant-initiated project for which a deposit account has been established with the City, Consultant shall verify with the City's Representative that sufficient funds are available in City's deposit account for that project before the commencement of any work or services and periodically as the Services progress.

3.3 Fees and Payments.

3.3.1 Compensation. Consultant shall receive compensation, including authorized reimbursements, for all Services rendered under this Agreement at the rates set forth in Exhibit "C" attached hereto and incorporated herein by reference. The total compensation shall not exceed **Seventy Five Thousand DOLLARS (\$75,000)** ("Total Compensation") without written approval of City's **City Manager**. Extra Work may be authorized, as described below, and if authorized, will be compensated at the rates and manner set forth in this Agreement.

3.3.2 Payment of Compensation. Consultant shall submit to City a monthly itemized statement which indicates work completed and hours of Services rendered by Consultant. The statement shall describe the amount of Services and supplies provided since the

initial commencement date, or since the start of the subsequent billing periods, as appropriate, through the date of the statement. City shall, within 45 days of receiving such statement, review the statement and pay all approved charges thereon.

3.3.3 Reimbursement for Expenses. Consultant shall not be reimbursed for any expenses unless authorized in writing by City.

3.3.4 Extra Work. At any time during the term of this Agreement, City may request that Consultant perform Extra Work. As used herein, "Extra Work" means any work which is determined by City to be necessary for the proper completion of the Project, but which the Parties did not reasonably anticipate would be necessary at the execution of this Agreement. Consultant shall not perform, nor be compensated for, Extra Work without written authorization from the City. The City Manager may approve Extra Work, provided the cost of the Extra Work, does not exceed ten percent (10%) of the Total Compensation as set forth in Section 3.3.1, for a total increase of \$7,500. Any Extra Work in excess of this amount shall be approved by the City Council.

3.3.5 Rate Increases. In the event that this Agreement is renewed pursuant to Section 3.1.2, the rates set forth in Exhibit "C" may be adjusted each year at the time of renewal as set forth in Exhibit "C."

3.3.6 Prevailing Wages. Consultant is aware of the requirements of California Labor Code Section 1720, et seq., and 1770, et seq., as well as California Code of Regulations, Title 8, Section 16000, et seq., ("Prevailing Wage Laws"), which require the payment of prevailing wage rates and the performance of other requirements on "public works" and "maintenance" projects. If the Services are being performed as part of an applicable "public works" or "maintenance" project, as defined by the Prevailing Wage Laws, and if the total compensation is \$1,000 or more, Consultant agrees to fully comply with such Prevailing Wage Laws. City shall provide Consultant with a copy of the prevailing rates of per diem wages in effect at the commencement of this Agreement. Consultant shall make copies of the prevailing rates of per diem wages for each craft, classification or type of worker needed to execute the Services available to interested parties upon request, and shall post copies at the Consultant's principal place of business and at the project site. Consultant shall defend, indemnify and hold the City, its elected officials, officers, employees and agents free and harmless from any claim or liability arising out of any failure or alleged failure to comply with the Prevailing Wage Laws.

3.4 Accounting Records.

3.4.1 Maintenance and Inspection. Consultant shall maintain complete and accurate records with respect to all costs and expenses incurred under this Agreement. All such records shall be clearly identifiable. Consultant shall allow a representative of City during normal business hours to examine, audit, and make transcripts or copies of such records and any other documents created pursuant to this Agreement. Consultant shall allow inspection of all work, data, documents, proceedings, and activities related to the Agreement for a period of three (3) years from the date of final payment under this Agreement.

3.5 General Provisions.

3.5.1 Termination of Agreement.

3.5.1.1 Grounds for Termination. City may, by written notice to Consultant, terminate the whole or any part of this Agreement at any time and without cause by giving written notice to Consultant of such termination, and specifying the effective date thereof, at least seven (7) days before the effective date of such termination. Upon termination, Consultant shall be compensated only for those services which have been adequately rendered to City, and Consultant shall be entitled to no further compensation. Consultant may not terminate this Agreement except for cause.

3.5.1.2 Effect of Termination. If this Agreement is terminated as provided herein, City may require Consultant to provide all finished or unfinished Documents and Data and other information of any kind prepared by Consultant in connection with the performance of Services under this Agreement. Consultant shall be required to provide such document and other information within fifteen (15) days of the request.

3.5.1.3 Additional Services. In the event this Agreement is terminated in whole or in part as provided herein, City may procure, upon such terms and in such manner as it may determine appropriate, services similar to those terminated.

3.5.2 Delivery of Notices. All notices permitted or required under this Agreement shall be given to the respective parties at the following address, or at such other address as the respective parties may provide in writing for this purpose:

Consultant:

**RK Engineering Group, Inc.
4000 Waverly Place, Suite 280
Newport Beach, CA 92660
Attn: Rogier Goedecke**

City:

City of Aliso Viejo
12 Journey, Suite 100
Aliso Viejo, CA 92656
Attn: **Shaun Pelletier, Public Works Department**

Such notice shall be deemed made when personally delivered or when mailed, forty-eight (48) hours after deposit in the U.S. Mail, first class postage prepaid and addressed to the party at its applicable address. Actual notice shall be deemed adequate notice on the date actual notice occurred, regardless of the method of service.

3.5.3 Ownership of Materials and Confidentiality.

3.5.3.1 Documents & Data; Licensing of Intellectual Property. This Agreement creates a non-exclusive and perpetual license for City to copy, use, modify, reuse, or sublicense any and all copyrights, designs, and other intellectual property embodied in plans, specifications, studies, drawings, estimates, and other documents or works of authorship fixed in

any tangible medium of expression, including but not limited to, physical drawings or data magnetically or otherwise recorded on computer diskettes, which are prepared or caused to be prepared by Consultant under this Agreement ("Documents & Data"). Consultant shall require all subconsultants to agree in writing that City is granted a non-exclusive and perpetual license for any Documents & Data the subconsultant prepares under this Agreement. Consultant represents and warrants that Consultant has the legal right to license any and all Documents & Data. Consultant makes no such representation and warranty in regard to Documents & Data which were prepared by design professionals other than Consultant or provided to Consultant by the City. City shall not be limited in any way in its use of the Documents and Data at any time, provided that any such use not within the purposes intended by this Agreement shall be at City's sole risk.

3.5.3.2 Confidentiality. All ideas, memoranda, specifications, plans, procedures, drawings, descriptions, computer program data, input record data, written information, and other Documents and Data either created by or provided to Consultant in connection with the performance of this Agreement shall be held confidential by Consultant. Such materials shall not, without the prior written consent of City, be used by Consultant for any purposes other than the performance of the Services. Nor shall such materials be disclosed to any person or entity not connected with the performance of the Services or the Project. Nothing furnished to Consultant which is otherwise known to Consultant or is generally known, or has become known, to the related industry shall be deemed confidential. Consultant shall not use City's name or insignia, photographs of the Project, or any publicity pertaining to the Services or the Project in any magazine, trade paper, newspaper, television or radio production or other similar medium without the prior written consent of City.

3.5.3.3 Confidential Information. The City shall refrain from releasing Consultant's proprietary information ("Proprietary Information") unless the City's legal counsel determines that the release of the Proprietary Information is required by the California Public Records Act or other applicable state or federal law, or order of a court of competent jurisdiction, in which case the City shall notify Consultant of its intention to release Proprietary Information. Consultant shall have five (5) working days after receipt of the Release Notice to give City written notice of Consultant's objection to the City's release of Proprietary Information. Consultant shall indemnify, defend and hold harmless the City, and its officers, directors, employees, and agents from and against all liability, loss, cost or expense (including attorney's fees) arising out of a legal action brought to compel the release of Proprietary Information. City shall not release the Proprietary Information after receipt of the Objection Notice unless either: (1) Consultant fails to fully indemnify, defend (with City's choice of legal counsel), and hold City harmless from any legal action brought to compel such release; and/or (2) a final and non-appealable order by a court of competent jurisdiction requires that City release such information.

3.5.4 Fraud Policy. Consultant shall provide a copy of the City's Fraud Prevention Policy to each of its employees assigned to perform the tasks under this Agreement. Consultant shall submit to the City's Representative a statement signed by Consultant and by each of its employees who are assigned to perform the Services under this Agreement certifying receipt of and that they have read the City's Fraud Prevention Policy. A finding by the City that Consultant or any of Consultant's employees have committed fraud against the City or have

violated the City's Fraud Prevention Policy shall be grounds for appropriate discipline, up to and including such employee's removal from performance of this Agreement at City's request and/or termination of this Agreement. Consultant shall reimburse the City for any costs and expenses associated with fraud against the City.

3.5.5 Cooperation; Further Acts. The Parties shall fully cooperate with one another, and shall take any additional acts or sign any additional documents as may be necessary, appropriate or convenient to attain the purposes of this Agreement.

3.5.6 Attorney's Fees. If either party commences an action against the other party, either legal, administrative or otherwise, arising out of or in connection with this Agreement, the prevailing party in such litigation shall be entitled to have and recover from the losing party reasonable attorney's fees and all other costs of such action.

3.5.7 Indemnification.

3.5.7.1 Scope of Indemnity. To the fullest extent permitted by law, Consultant shall defend, indemnify and hold the City, its directors, officials, officers, employees, volunteers and agents free and harmless from any and all claims, demands, causes of action, costs, expenses, liability, loss, damage or injury of any kind, in law or equity, to property or persons, including wrongful death, in any manner arising out of, pertaining to, or incident to any alleged acts, errors or omissions of Consultant, its officials, officers, employees, subcontractors, consultants or agents in connection with the performance of the Consultant's Services, the Project or this Agreement, including without limitation the payment of all consequential damages, expert witness fees and attorneys fees and other related costs and expenses. Notwithstanding the foregoing, to the extent Consultant's Services are subject to Civil Code Section 2782.8, the above indemnity shall be limited, to the extent required by Civil Code Section 2782.8, to claims that arise out of, pertain to, or relate to the negligence, recklessness, or willful misconduct of the Consultant.

3.5.7.2 Additional Indemnity Obligations. Consultant shall defend, with Counsel of City's choosing and at Consultant's own cost, expense and risk, any and all claims, suits, actions or other proceedings of every kind covered by Section 3.5.7.1 that may be brought or instituted against City or its directors, officials, officers, employees, volunteers and agents. Consultant shall pay and satisfy any judgment, award or decree that may be rendered against City or its directors, officials, officers, employees, volunteers and agents as part of any such claim, suit, action or other proceeding. Consultant shall also reimburse City for the cost of any settlement paid by City or its directors, officials, officers, employees, agents or volunteers as part of any such claim, suit, action or other proceeding. Such reimbursement shall include payment for City's attorney's fees and costs, including expert witness fees. Consultant shall reimburse City and its directors, officials, officers, employees, agents, and/or volunteers, for any and all legal expenses and costs incurred by each of them in connection therewith or in enforcing the indemnity herein provided. Consultant's obligation to indemnify shall survive expiration or termination of this Agreement, and shall not be restricted to insurance proceeds, if any, received by the City, its directors, officials officers, employees, agents, or volunteers.

3.5.8 Entire Agreement. This Agreement contains the entire Agreement of the parties with respect to the subject matter hereof, and supersedes all prior negotiations, understandings or agreements. This Agreement may only be modified by a writing signed by both parties.

3.5.9 Governing Law. This Agreement shall be governed by the laws of the State of California. Venue shall be in Orange County.

3.5.10 Time of Essence. Time is of the essence for each and every provision of this Agreement.

3.5.11 City's Right to Employ Other Consultants. City reserves right to employ other consultants in connection with this Project.

3.5.12 Successors and Assigns. This Agreement shall be binding on the successors and assigns of the parties.

3.5.13 Assignment or Transfer. Consultant shall not assign, hypothecate, or transfer, either directly or by operation of law, this Agreement or any interest herein without the prior written consent of the City. Any attempt to do so shall be null and void, and any assignees, hypothecates or transferees shall acquire no right or interest by reason of such attempted assignment, hypothecation or transfer.

3.5.14 Construction; References; Captions. Since the Parties or their agents have participated fully in the preparation of this Agreement, the language of this Agreement shall be construed simply, according to its fair meaning, and not strictly for or against any Party. Any term referencing time, days or period for performance shall be deemed calendar days and not work days. All references to Consultant include all personnel, employees, agents, and subconsultants of Consultant, except as otherwise specified in this Agreement. All references to City include its elected officials, officers, employees, agents, and volunteers except as otherwise specified in this Agreement. The captions of the various articles and paragraphs are for convenience and ease of reference only, and do not define, limit, augment, or describe the scope, content, or intent of this Agreement.

3.5.15 Amendment; Modification. No supplement, modification, or amendment of this Agreement shall be binding unless executed in writing and signed by both Parties.

3.5.16 Waiver. No waiver of any default shall constitute a waiver of any other default or breach, whether of the same or other covenant or condition. No waiver, benefit, privilege, or service voluntarily given or performed by a Party shall give the other Party any contractual rights by custom, estoppel, or otherwise.

3.5.17 No Third Party Beneficiaries. There are no intended third party beneficiaries of any right or obligation assumed by the Parties.

3.5.18 Invalidity; Severability. If any portion of this Agreement is declared invalid, illegal, or otherwise unenforceable by a court of competent jurisdiction, the remaining provisions shall continue in full force and effect.

3.5.19 Prohibited Interests. Consultant maintains and warrants that it has not employed nor retained any company or person, other than a bona fide employee working solely for Consultant, to solicit or secure this Agreement. Further, Consultant warrants that it has not paid nor has it agreed to pay any company or person, other than a bona fide employee working solely for Consultant, any fee, commission, percentage, brokerage fee, gift or other consideration contingent upon or resulting from the award or making of this Agreement. For breach or violation of this warranty, City shall have the right to rescind this Agreement without liability. For the term of this Agreement, no member, officer or employee of City, during the term of his or her service with City, shall have any direct interest in this Agreement, or obtain any present or anticipated material benefit arising therefrom.

3.5.20 Equal Opportunity Employment. Consultant represents that it is an equal opportunity employer and it shall not discriminate against any subconsultant, employee or applicant for employment because of race, religion, color, national origin, handicap, ancestry, sex or age. Such non-discrimination shall include, but not be limited to, all activities related to initial employment, upgrading, demotion, transfer, recruitment or recruitment advertising, layoff or termination. Consultant shall also comply with all relevant provisions of City's Minority Business Enterprise program, Affirmative Action Plan or other related programs or guidelines currently in effect or hereinafter enacted.

3.5.21 Labor Certification. By its signature hereunder, Consultant certifies that it is aware of the provisions of Section 3700 of the California Labor Code which require every employer to be insured against liability for Worker's Compensation or to undertake self-insurance in accordance with the provisions of that Code, and agrees to comply with such provisions before commencing the performance of the Services.

3.5.22 Authority to Enter Agreement. Consultant has all requisite power and authority to conduct its business and to execute, deliver, and perform the Agreement. Each Party warrants that the individuals who have signed this Agreement have the legal power, right, and authority to make this Agreement and bind each respective Party.

3.5.23 Counterparts. This Agreement may be signed in counterparts, each of which shall constitute an original.

3.5.24 Declaration of Political Contributions. Consultant shall, throughout the term of this Agreement, submit to City an annual statement in writing declaring any political contributions of money, in-kind services, or loan made to any member of the City Council within the previous twelve-month period by the Consultant and all of Consultant's employees, including any employee(s) that Consultant intends to assign to perform the Services described in this Agreement.

3.6 Subcontracting.

3.6.1 Prior Approval Required. Consultant shall not subcontract any portion of the work required by this Agreement, except as expressly stated herein, without prior written approval of City. Subcontracts, if any, shall contain a provision making them subject to all provisions stipulated in this Agreement.

[Signatures on following page.]

IN WITNESS WHEREOF, the parties have executed this Professional Services Agreement for **On-Call Parking & Traffic Analysis** on this ____ day of _____, 2015.

CITY OF ALISO VIEJO

RK ENGINEERING GROUP, INC

By: _____
David A. Doyle
City Manager

By: _____

Name: _____

Title: _____

Attest:

[If Corporation, TWO SIGNATURES, President **OR** Vice President **AND** Secretary, **AND** CORPORATE SEAL OF CONSULTANT REQUIRED]

By: _____
Mitzi Ortiz, MMC
City Clerk

By: _____

Name: _____

Approved as to Form:

Title: _____

BEST BEST & KRIEGER LLP

By: _____
Best Best & Krieger LLP
City Attorney

Approved as to Compliance with Budget:

By: _____
Gina Tharani
Director of Financial Services

CITY OF ALISO VIEJO

DECLARATION OF POLITICAL CONTRIBUTIONS

Using the space provided below, please list any political contributions of money, in-kind services, or loans made to any member of the City Council within the last twelve (12) months by Consultant and all of Consultant's employees, including any employee(s) that applicant intends to assign to perform the work or services described in this Agreement:

To the best of my knowledge, I declare under penalty of perjury that the foregoing is true and was executed at:

City/County/State

Date

Name of Business

Print Name

Signature

NOTE: THIS DECLARATION IS INCLUDED AS PART OF THE AGREEMENT AND MUST BE SIGNED AND ATTACHED HERETO.

EXHIBIT "A"
SCOPE OF SERVICES

EXHIBIT 'A'
SCOPE OF WORK FOR
ON CALL PARKING & TRAFFIC ANALYSIS

1. GENERAL

The Contractor shall furnish all labor and equipment to perform parking and traffic analysis services with the primary purpose to obtain observed conditions and provide recommendations for the selected locations. Additional work may be requested to assist in reviewing project applicant submitted parking and traffic documents.

2. QUALIFICATIONS

The Contractor shall have the capability to provide transportation planning and traffic engineering services as required to complete the scope of work on an as-needed basis.

3. SCOPE OF WORK

A. Parking Analysis

- a. Attend and participate in a kickoff meeting with City staff.
- b. Work with various property owners and groups to obtain the schedule of activities for each location.
- c. Complete parking surveys at each designated location for typical Weekday and/or Weekend condition dependent on the schedule of activities for each location. Counts shall be at 60 minute intervals.
- d. Determine peak parking demand at each location from the parking survey.
- e. Review the available parking at each location.
- f. Determine the adequacy of the parking at each location based on the observed parking counts.
- g. Develop recommendations for each location.
- h. Summarize the results of the study in a report that includes appropriate tables, graphs, and exhibits.
- i. Attend and participate in presentation of the results to City Council.

B. Traffic Analysis

- a. Attend and participate in a kickoff meeting with City staff.
- b. Work with various property owners and groups to obtain the schedule of activities for each location.
- c. Obtain traffic counts at each designated location for typical Weekday and/or Weekend conditions dependent on the schedule of activities for each location.
- d. Determine the peak hour volumes.
- e. Determine the average delay encountered.
- f. Determine the factors causing the delay.
- g. Develop recommendations for each location.

- h. Summarize the results of the study in a report that includes appropriate tables, graphs, and exhibits.
- i. Attend and participate in presentation of the results to City Council.

C. Document Review

- a. Attend and participate in meetings with City staff and/or project applicants.
- b. Review parking and traffic analysis documents submitted for the project for technical correctness.
- c. Provide City staff with comments and/or corrections based upon City requirements.
- d. Be prepared to provide guidance and plan review conforming to SB 743 requirements of vehicle miles traveled (VMT).
- e. Review time shall be within 2 weeks of initial submittal and within 1 week for subsequent submittals.

4. POTENTIAL STUDY LOCATIONS

A. City Facilities

- a. City Hall
- b. Iglesia Park
- c. Conference/Aquatic Center
- d. AV Ranch*

B. School Facilities

- a. Aliso Niguel High School
- b. Aliso Viejo Middle School
- c. Don Juan Avila Middle School (and Elementary School)
- d. Oak Grove Elementary School
- e. Wood Canyon Elementary School
- f. Canyon Vista Elementary School
- g. Soka University
- h. Journey School
- i. Community Roots Academy
- j. St. Mary's All Angels
- k. Aliso Viejo Christian School

C. Private Park Facilities

- a. Wingspan Park
- b. Argonaut Park
- c. Ridgecrest Park
- d. Springdale Park
- e. Pinewood Park
- f. Creekside Park
- g. Aliso Viejo Community Park
- h. Woodfield Park*
- i. Foxborough Park
- j. Aliso Canyon Community Park
- k. Hummingbird Park

- l. Brookline Park
- m. Crestview Park
- n. Glenbrook Park
- o. Grand Park
- p. Acorn Park
- q. Westridge Park
- r. Canyon View Park
- s. Oak Park
- t. Hillview Park

D. Additional Facilities

- a. Churches
- b. Athletic Facilities (gymnastics, ice skating, etc.)
- c. Town Center/Commons*
- d. Retail/Commercial Centers
- e. High Density Residential
- f. County Park Properties

*Parking studies already completed or underway.

EXHIBIT "B"
SCHEDULE OF SERVICES

AS NEEDED

EXHIBIT "C"
COMPENSATION

ATTACHED

In the event that this Agreement is renewed pursuant to Section 3.1.2, the rates set forth above may be adjusted each year at the time of renewal described in Exhibit "B" in accordance with the March Consumer Price Index, All Urban Consumers, Los Angeles-Riverside-Orange Counties up to a maximum percentage of five percent (5%).



Exhibit A

Billing Rates for RK ENGINEERING GROUP, INC

Compensation for Services

The Consultants Billing rates for services are as follows:

Position	Hourly Rate
Principal	\$165.00
Associate Principal	\$150.00
Senior Associate	\$140.00
Associate	\$130.00
Principal Engineer/Principal Planner/Principal Designer	\$120.00
Senior Engineer/Senior Planner/Senior Designer	\$110.00
Engineer/Planner III	\$105.00
Engineer/Planner II	\$ 95.00
Engineer/Planner I	\$ 90.00
Assistant Engineer/Planner	\$ 80.00
Transportation Analyst	\$ 65.00
Senior Engineering Technician	\$ 75.00
Engineering Technician III	\$ 70.00
Engineering Technician II	\$ 60.00
Engineering Technician I	\$ 50.00
Engineering Aide	\$ 45.00
Executive Assistant	\$ 65.00
Administrative Assistant	\$ 50.00
Administrative Aide	\$ 40.00
Clerical Aide	\$ 35.00

General

- (1) Reimbursable direct costs, such as reproduction, supplies, messenger service, long-distance telephone calls, travel and traffic counts will be billed at cost plus ten (10) percent.
- (2) Hourly rates apply to work time, travel time and time spent at public hearings and meetings. For overtime work, the above rates may be increased 50 percent.
- (3) Client payment for professional services is not contingent upon the client receiving payment from other parties.
- (4) Billing statements for work will be submitted monthly. Statements are payable within thirty (30) days of the receipt by client of statement. Any statement unpaid after thirty (30) days shall be subject to interest at the maximum permitted by law.

CITY OF ALISO VIEJO

ACKNOWLEDGMENT OF RECEIPT OF FRAUD POLICY

I hereby acknowledge that I have received a copy of the City's "Fraud Prevention Policy" dated October 1, 2008. I understand that I am to promptly read its contents and distribute copies to employees assigned to perform Services for the City of Aliso Viejo.

To the extent that provisions of this policy conflict with previously issued policies or practices, whether or not such policies and practices were contained in written policies, this policy shall prevail.

Name of Business

Print Name

Signature

Date



City of Aliso Viejo

AGENDA ITEM

DATE: May 6, 2015

TO: Mayor and City Council

FROM: Albert Armijo, Director of Planning Services
Larry Lawrence, Consulting Planner

SUBJECT: PA15-005 – REVIEW OF VERIZON WIRELESS' PROPOSED CONDITIONAL USE PERMIT FOR THE PLACEMENT OF SIX PANEL ANTENNAS ON A LIGHT POLE AT ALISO VIEJO COMMUNITY PARK PLUS A BASE STATION. THE PROJECT IS CATEGORICALLY EXEMPT FROM ENVIRONMENTAL REVIEW UNDER CEQA GUIDELINES SECTIONS 15301 AND 15302

RECOMMENDED ACTION

Staff recommends the City Council adopt the attached resolution approving a conditional use permit for the placement of six panel antennas on a light pole at Aliso Viejo Community Park ballfield plus a supporting base station, and find the use categorically exempt under State CEQA Guidelines.

Applicant: For Verizon Wireless,
Ross Miletich, Core Development Services
2749 Saturn Street
Brea, CA 92821, 714-294-8933
rmiletich@core.us.com

Property Owner: Aliso Viejo Community Association
c/o Anne Rawlinson
22342-A Avenida Empresa, Suite 100
Rancho Santa Margarita, CA 92668

Location: 110 Park Avenue, next to San Joaquin Corridor, Aliso Viejo

General Plan: "Recreation"
Zoning: OR – Open Space Recreation

Notices: Notice of the hearing for the proposed facility was published in the "Aliso Viejo News" on April 23, 2015. Also, notices were mailed to owners of property within 300 feet of the subject property. **No public comments were received as of the staff report deadline.**

Environmental:

The proposed facility is Categorical Exempt from environmental review per CEQA guidelines Sections 15301 and 15302 because the wireless facility: (1) will eliminate 'holes' in the existing coverage area of a public utility service without expanding its extent; and (2) will involve the replacement of an existing light standard with a new standard of substantially the same size, purpose and capacity). See discussion below.

Background

The proposal is to replace an existing light standard at Aliso Viejo Community Park with a new 80-foot tall light standard with six six-foot antennas mounted above the field lights. A new base station equipment enclosure will be located near the base of the new light standard. The eight-foot high enclosure will be constructed of decorative split-face block.

According to the applicant's letter of justification (Attachment 4), the new facility is intended to, (1) "Provide signal coverage of sufficient strength to achieve consistent, sustainable, and reliable service to customers at a level sufficient for outdoor, in-vehicle, and in-building penetration with good voice and data quality during high-demand periods..."; and (2) "provide additional systems capacity [to] offset the contraction of signal experienced when nearby sites become overloaded..."

The Zoning Code requires a full conditional use permit for the facility because it is in an open space district ("Open Space Recreation") and because of its proposed height (see below under "Height").

The City Attorney's office participated in preparation of this report. In addition, comments were solicited from the Police Services and Public Works Departments.

Discussion

Height

The Zoning Code allows antennas on existing free-standing structures to extend up to ten feet above the height of the existing structure (see excerpt below). In this case, the existing light pole will be replaced by a new one. Thus, for the purposes of the Code provision it is equivalent to an "existing free-standing structure."

“15.42.050 Wireless Design Standards

“...B *Height*. Wireless antennas and accessory equipment shall conform to the maximum structure height of the applicable zoning district except for the following special circumstances:...

2. “*Mounting on Existing Free-Standing Structures*. Antennas mounted on existing free-standing structures such as utility towers may extend up to 10 feet above the height of the existing structure provided a conditional use permit is approved for the facility.”

The existing pole is 70 feet in height and the new pole will be 80 feet with antennas. Thus, the new pole meets the Code limit of 70 feet plus 10.

Visual Impacts

View simulations in Attachment 1 show the existing and new poles from several different viewpoints. The new pole will be both higher and larger in diameter to accommodate the new antennas. The pole is ten feet higher and of a larger diameter (22” vs. 13.5”) than the current pole.

The Zoning Code encourages screening of new antennas:

15.42.050 Wireless Design Standards

“...C. *Screening and Visual Mitigation*. To the greatest extent feasible, facilities shall be designed to minimize the visual impact of the facility by means of placement, screening, landscaping and camouflage ... Failure to minimize visual impacts as determined by the decision-making authority shall be grounds for denial of the application. The following are visual impact mitigation measures that shall be required unless the decision-making authority determines in an individual case that a measure is not technically feasible or will not substantially lessen visual impacts:...

“3. *Free-Standing Installations*. The following standards shall apply to all facilities with antennas mounted on poles, towers or other free-standing structures:...

- d. “All antenna components and supporting equipment shall be treated with exterior coatings of a color and texture to match the predominant visual background and/or existing architectural elements so as to visually blend in with the surrounding development. Subdued colors and non-reflective materials that blend with surrounding materials and colors shall be used.”

Per the standards above, the antennas and pole will be painted non-reflective gray to blend in with the sky and viewscape.

Screening structures or “radomes” could also be added around the antennas. However, in the present case, staff believes this would add to the bulk at the top of the pole and

actually increase the visual impact (this can be seen in the existing radome examples in Attachment 5). Therefore, staff does not recommend this type of screening.

The new pole is larger and more visible than the current one. However, staff believes the new design will not create substantial adverse visual impacts because of the following:

- Homes in the vicinity are a minimum of 250 feet away and partially shielded by mature trees. The new pole's primary visibility will be from the playfield itself.
- The number of light poles on the site will remain the same. The new pole, though somewhat higher, will replace an existing pole.

Area Coverage

Attachment 2 shows area coverage with and without the proposed wireless site. The proposed site is shown near the center of the maps. The exhibits show the facility helps fill gaps in coverage for residents, motorists and other users throughout the eastern part of the City.

Required Findings for Approval

Findings required per the Zoning Code to approve a use permit for a wireless facility are addressed below:

1. *Consistency with General Plan. The facility is consistent with the General Plan and any applicable specific plan in that:*

The site is located within a public park, designated "Recreation" on the General Plan Land Use Policy Map. The communications facility is a utility and is thus identified as a "Community Facility" in the General Plan. The Land Use Element states that "...New community facilities may be permitted in any land use designation..." and the communications facility is therefore allowed at the subject site (General Plan p. LU-22). Further, the City is responsible for monitoring and maintaining service levels and standards for public services (General Plan Policy LU-5.2, p. LU-9). Thus, the proposed wireless facility, as a utility installation, is consistent with the General Plan.

2. *Consistency with Zoning Code. The facility conforms to and is consistent with the provisions of the Zoning Code, including, but not limited to, the preferences in section 15.42.040, the design standards in section 15.42.050 and 15.42.060, the collocation requirements in section 15.42.070, and the general requirements in section 15.42.090 in that:*

Pursuant to Section 15.42.080 of the Zoning Code, wireless facilities are permitted within a nonresidential area with a use permit. The proposed wireless facility conforms to provisions of the Zoning Code in that: (1) regarding the locational preferences of Zoning Code section 15.42.040, other locations outside the "OR" district are not suitable to provide the augmentation of wireless signal coverage needed in the area; (2) the unscreened antennas, mounted on a replacement light pole as a "Class 5" installation per Zoning Code section 15.42.040, will result in less visual impact than providing radome screening which would add to the bulk at the top of the pole; (3) the installation conforms to the height and other design standards of Zoning Code section 15.42.050 in that the replacement pole with antennas is 80 feet high or ten feet higher than the existing pole, as allowed under section 15.42.050(B)(2); (4) the installation will not interfere with collocation of other carriers on the same site; and (5) the installation conforms to the setback, lighting, noise and other requirements of Zoning Code section 15.42.090.

3. *Compliance with CEQA. Processing and approval of the permit application are in compliance with the requirements of the California Environmental Quality Act (CEQA) in that the City Council finds and determines the proposed facility is categorically exempt from environmental review pursuant to the following sections of the CEQA Guidelines:*

- (1) Class 1 (sec. 15301, *Existing Facilities*): "Consists of the operation, repair, maintenance, permitting, leasing, licensing, or minor alteration of existing public or private structures, facilities, mechanical equipment, or topographical features, involving negligible or no expansion of use beyond that existing at the time of the lead agency's determination...The key consideration is whether the project involves negligible or no expansion of an existing use." For the current project, the exemption applies because the wireless facility will eliminate 'holes' in the existing coverage area of a public utility service without expanding its extent.
- (2) Class 2 (sec. 15302, *Replacement or Reconstruction*): "Consists of replacement or reconstruction of existing structures and facilities where the new structure will be located on the same site as the structure replaced and will have substantially the same purpose and capacity as the structure replaced..." For the current project, the exemption applies because the wireless facility will involve replacement of an existing light standard with a new standard of substantially the same size, purpose and capacity.

4. *Surrounding Uses. Approval of the application will not create conditions injurious to or incompatible with other properties or land uses in the vicinity in that:*

(1) Surrounding land uses will not experience noise, visual or other effects from the proposed Project due to the substantial separation between the proposed facility and other land uses and public spaces. More specifically, the antenna and base station are over 250 feet from the nearest residence, and the equipment to be installed will not generate significant adverse noise impacts.

(2) The radio frequency Letter of Compliance concludes that the facility will comply with standards for limiting public exposure to RF energy.

5. *Visual Compatibility. The facility is visually compatible with the area surrounding the site and all feasible measures to mitigate visual impacts have been incorporated into the facility design in that:*

The submitted view simulations and other evidence demonstrate visual impacts of the installation will be less than significant because (1) homes in the vicinity are a minimum of 250 feet away and partially shielded by mature trees; and (2) the number of light poles on the site will remain the same. The new pole, though somewhat higher, will replace an existing pole.

6. *Coverage Gap. The facility is necessary to close a significant gap in the applicant's area coverage and/or voice or data capacity, and the applicant has reasonably considered and rejected all less intrusive alternatives in that:*

The expanded facility will serve a large number of residents in surrounding neighborhoods and users traveling on nearby streets and highways. Coverage maps submitted by the applicant show the expanded facility will provide service coverage and additional capacity in areas which presently have marginal coverage and/or capacity.

Conclusions

Staff recommends approval of the conditional use permit for modification to the AT&T wireless facility for the following reasons:

1. The replacement pole will not create substantial adverse visual impacts.
2. The facility is consistent with applicable zoning and the City's wireless regulations.

3. All findings necessary for approval of the conditional use permit have been met.

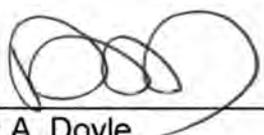
Prepared by:

Reviewed by:


Larry Lawrence
Consulting Planner


Albert Armijo
Director of Planning Services

APPROVED FOR SUBMITTAL TO THE CITY COUNCIL


David A. Doyle
City Manager

Attachments:

1. View Simulations
2. Coverage Maps
3. Draft Resolution Approving Conditional Use Permit, with Exhibits A: Project Plans and B: Conditions of Approval
4. Project Description and Justification
5. Examples of Radome Screening
6. Large-scale plans

**ATTACHMENT 1:
VIEW SIMULATIONS**



PARK AVENUE

110 PARK AVENUE ALISO VIEJO CA 92656



VIEW 1



EXISTING



PROPOSED LOOKING SOUTHWEST FROM PARK AVENUE

ACCURACY OF PHOTO SIMULATION BASED UPON INFORMATION PROVIDED BY PROJECT APPLICANT.



PARK AVENUE

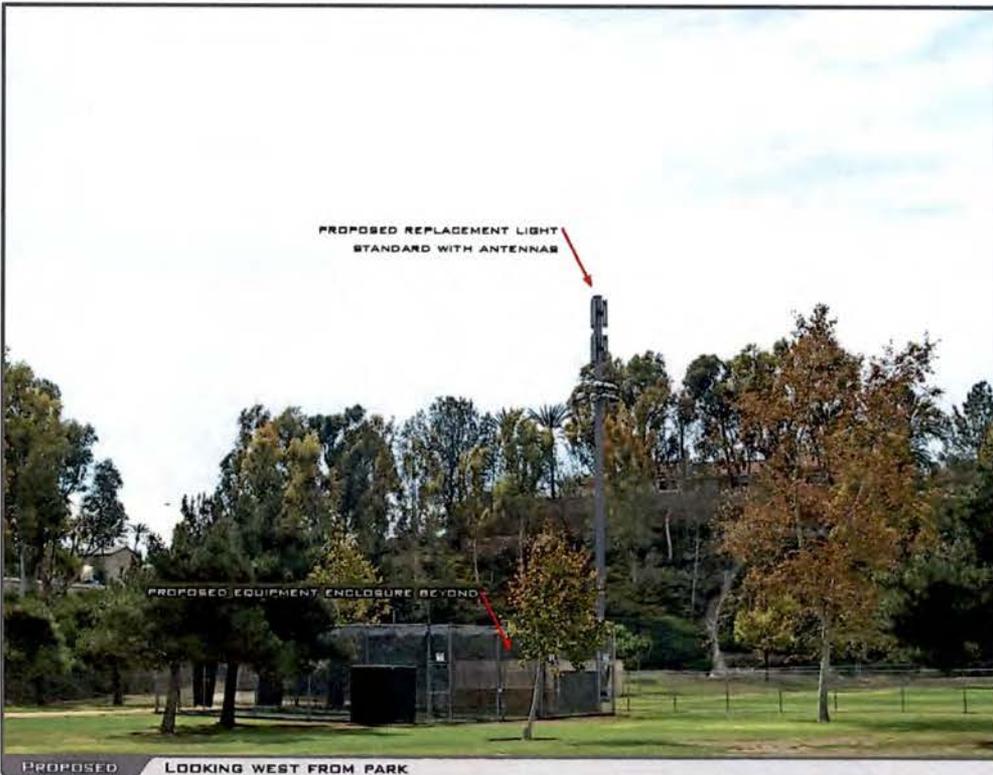
110 PARK AVENUE ALIBO VIEJO CA 92656



VIEW 3



EXISTING



PROPOSED LOOKING WEST FROM PARK

ACCURACY OF PHOTO SIMULATION BASED UPON INFORMATION PROVIDED BY PROJECT APPLICANT.



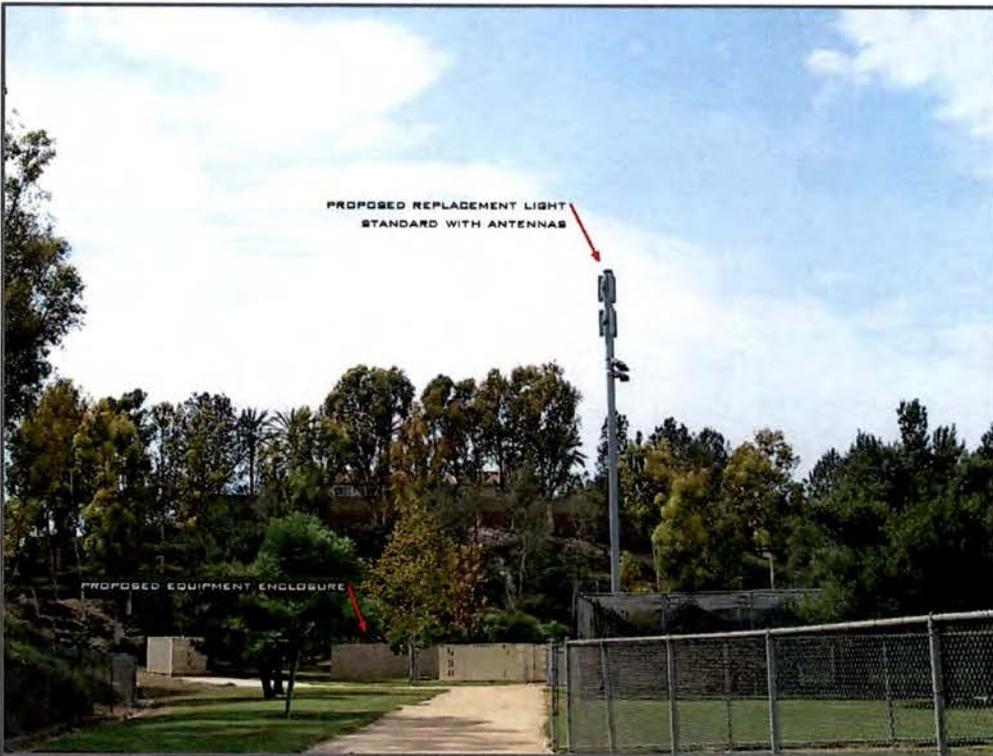
PARK AVENUE
110 PARK AVENUE ALIBO VIEJO CA 92656



VIEW 4



EXISTING



PROPOSED REPLACEMENT LIGHT
STANDARD WITH ANTENNAS

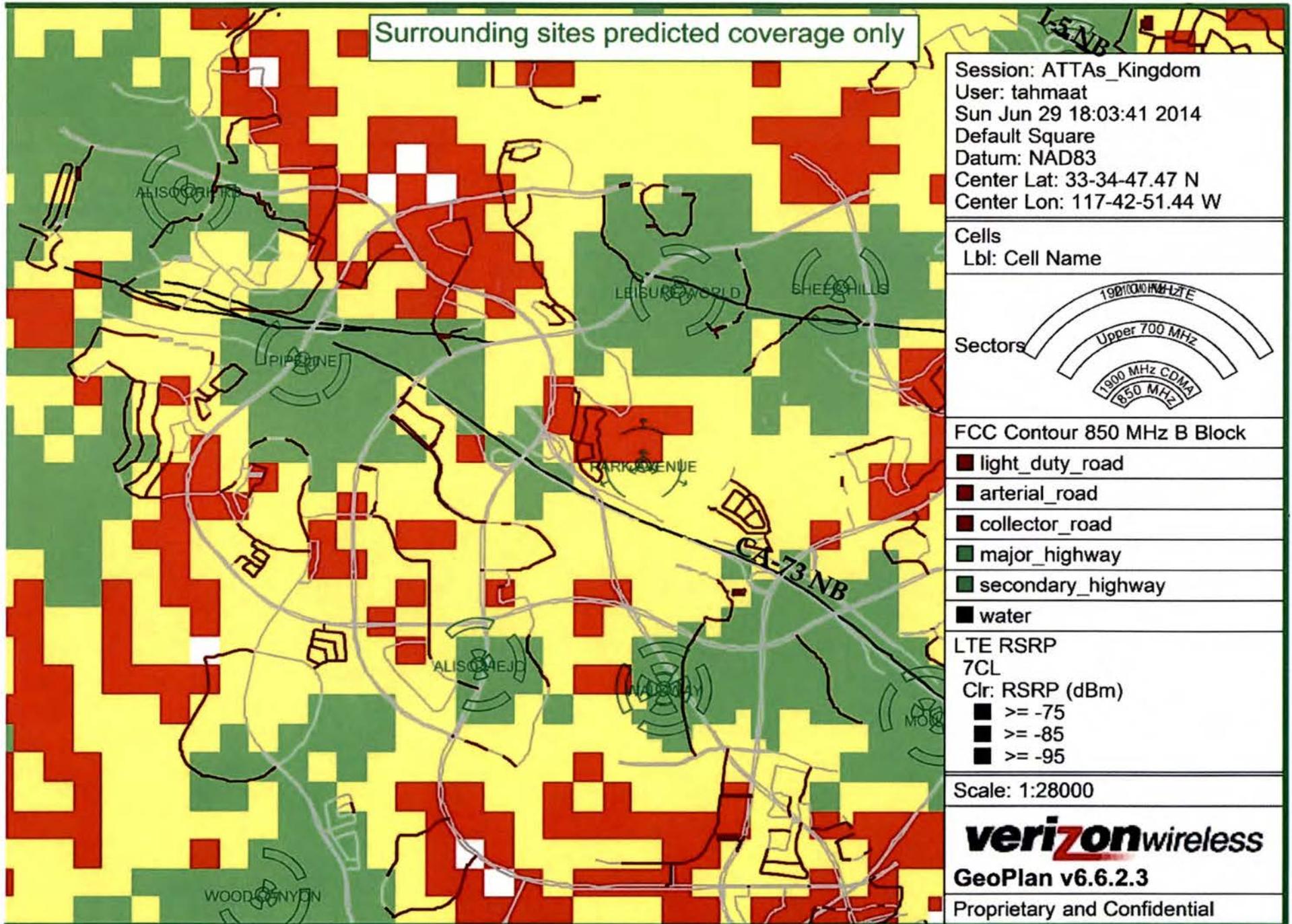
PROPOSED EQUIPMENT ENCLOSURE

PROPOSED LOOKING NORTHWEST FROM PARK

ACCURACY OF PHOTO SIMULATION BASED UPON INFORMATION PROVIDED BY PROJECT APPLICANT.

**ATTACHMENT 2:
COVERAGE MAPS**

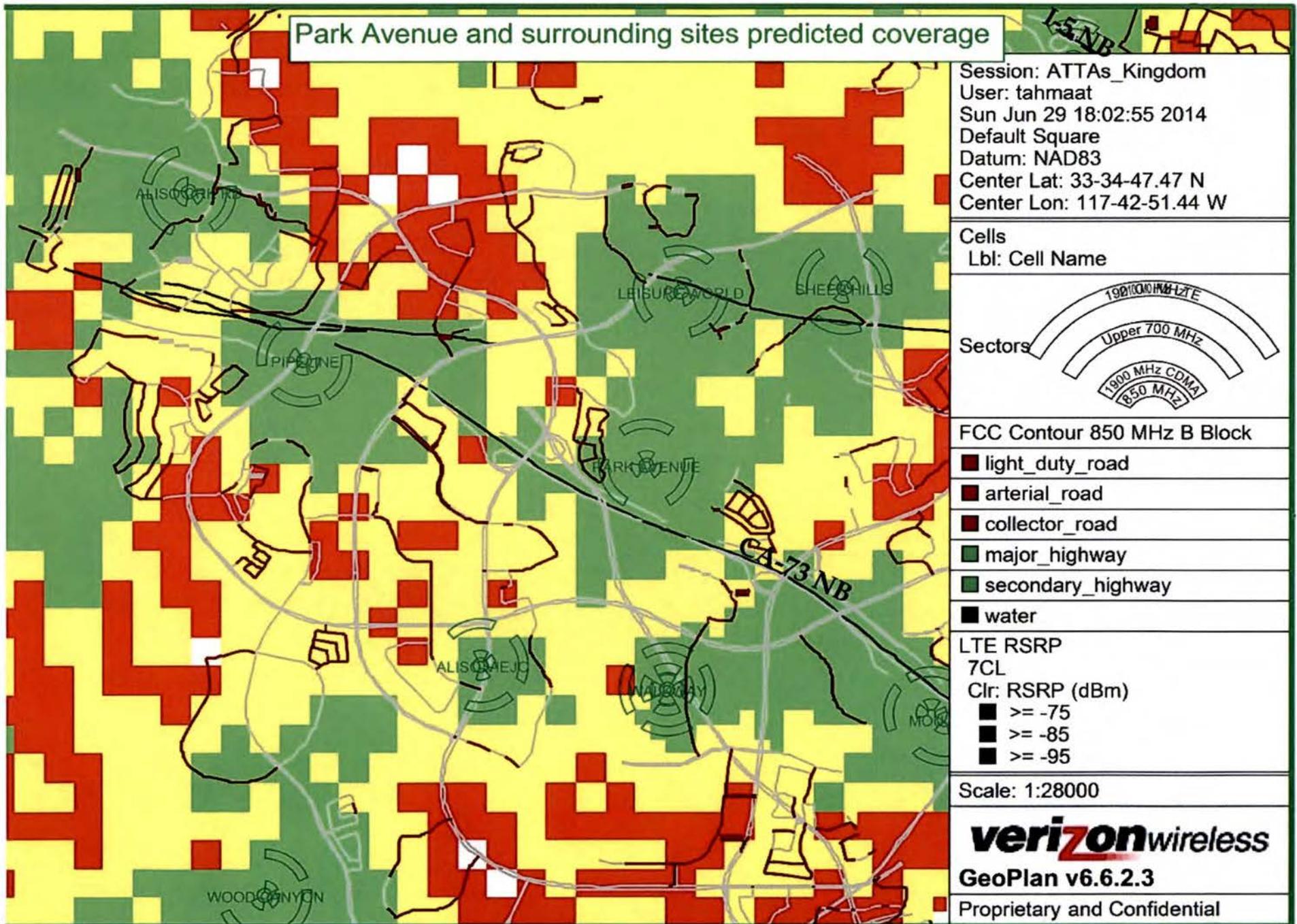
WITHOUT NEW SITE



Surrounding sites predicted coverage only

Session: ATTAs_Kingdom User: tahmaat Sun Jun 29 18:03:41 2014 Default Square Datum: NAD83 Center Lat: 33-34-47.47 N Center Lon: 117-42-51.44 W	
Cells	Lbl: Cell Name
Sectors	1920/100 MHz LTE Upper 700 MHz 1900 MHz CDMA 850 MHz
FCC Contour 850 MHz B Block	
■ light_duty_road ■ arterial_road ■ collector_road ■ major_highway ■ secondary_highway ■ water	
LTE RSRP 7CL Clr: RSRP (dBm) ■ >= -75 ■ >= -85 ■ >= -95	
Scale: 1:28000	
verizon wireless GeoPlan v6.6.2.3 Proprietary and Confidential	

WITH NEW SITE



**ATTACHMENT 3:
RESOLUTION**

RESOLUTION NO. 2015 – 00X

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF ALISO VIEJO, CALIFORNIA, APPROVING CONDITIONAL USE PERMIT PA15-005 FOR A WIRELESS COMMUNICATIONS FACILITY AT ALISO VIEJO COMMUNITY PARK

WHEREAS, Core Development Services, 2749 Saturn Street, Brea, CA 92821, submitted an application on behalf of Verizon Wireless for a conditional use permit for the placement of six panel antennas on a new light standard at the Aliso Viejo Community Park ballfield (the "Project"), more particularly described on Exhibit "A" attached hereto and incorporated herein by reference; and

WHEREAS, pursuant to Title 14, California Code of Regulations, section 15367, the City of Aliso Viejo ("City") is lead agency for purposes of the Project; and

WHEREAS, the City has reviewed the proposed Project and has determined that it is categorically exempt from environmental review pursuant to the California Environmental Quality Act (CEQA) and the CEQA Guidelines; and

WHEREAS, the City has determined that none of the exceptions to the categorical exemptions outlined in Title 14, California Code of Regulations, section 15300.2 applies to the Project and the foregoing exemption is sufficient to independently exempt the whole of the action from CEQA; and

WHEREAS, on May 6, 2015, the City Council held a duly-noticed public hearing as prescribed by law to consider the conditional use permit; and

WHEREAS, the City Council considered public testimony and evidence and recommendations presented by staff in its staff report and oral presentation.

NOW THEREFORE, THE CITY COUNCIL OF THE CITY OF ALISO VIEJO CALIFORNIA HEREBY RESOLVES AS FOLLOWS:

SECTION 1. Determination of Recitals. The City Council hereby finds and determines that all of the recitals set forth above are true and correct. The above recitals are hereby incorporated as substantive findings of this Resolution.

SECTION 2. Compliance with the California Environmental Quality Act.

The City Council hereby finds and determines the proposed facility is categorically exempt from environmental review pursuant to the California Environmental Quality Act (CEQA) and the following sections of the CEQA Guidelines:

- (1) Class 1 (sec. 15301, *Existing Facilities*) "Consists of the operation, repair, maintenance, permitting, leasing, licensing, or minor alteration of existing public

or private structures, facilities, mechanical equipment, or topographical features, involving negligible or no expansion of use beyond that existing at the time of the lead agency's determination... The key consideration is whether the project involves negligible or no expansion of an existing use." For the current project, the exemption applies because the wireless facility will eliminate 'holes' in the existing coverage area of a public utility service without expanding its extent.

- (2) Class 2 (*sec. 15302, Replacement or Reconstruction*), "Consists of replacement or reconstruction of existing structures and facilities where the new structure will be located on the same site as the structure replaced and will have substantially the same purpose and capacity as the structure replaced..." For the current project, the exemption applies because the wireless facility will involve replacement of an existing light standard with a new standard of substantially the same size, purpose and capacity.

To the extent the Class 1 and 2 categorical exemptions apply to the proposed Project, the City Council hereby finds and determines none of the exceptions to the categorical exemptions applies. (State CEQA Guidelines, § 15300.2.) Specifically, the Project is not located in a particularly sensitive environment. Improvements will be installed on a site in an urbanized/developed area. The cumulative impact of successive projects of this same type in the same place over time will not be significant because the number of antennas that can be installed on this property are constrained by the purpose and use of the park and playfields. Installing antennas or base stations do not involve unusual circumstances because they constitute a standard installation with equipment typical of modern "4G" or 4th generation installations. The equipment will not be located within an officially designated state scenic highway. Thus, the proposed Project will not have an impact in this regard. Similarly, the site is not located on a site designated pursuant to Government Code section 65962.5 (Cal/EPA Hazardous Waste and Substances Site List). Finally, the proposed Project does not involve any improvements, modifications, or other changes to an historical resource. Therefore, none of the circumstances outlined in Title 14, California Code of Regulations, section 15300.2 applies. Thus, the categorical exemptions described above remain applicable to the proposed Project.

SECTION 3. Findings. Pursuant to Zoning Code Section 15.42.080, The City Council hereby makes the following findings in conjunction with approval of the subject conditional use permit:

1. *Consistency with General Plan. The facility is consistent with the General Plan and any applicable specific plan in that:*

The site is located within a public park, designated "Recreation" on the General Plan Land Use Policy Map. The communications facility is a utility and is thus identified as a "Community Facility" in the General Plan. The Land Use Element states that "...New community

facilities may be permitted in any land use designation...” and the communications facility is therefore allowed at the subject site (General Plan p. LU-22). Further, the City is responsible for monitoring and maintaining service levels and standards for public services (General Plan Policy LU-5.2, p. LU-9). Thus, the proposed wireless facility, as a utility installation, is consistent with the General Plan.

2. *Consistency with Zoning Code. The facility conforms to and is consistent with the provisions of the Zoning Code, including, but not limited to, the preferences in section 15.42.040, the design standards in section 15.42.050 and 15.42.060, the collocation requirements in section 15.42.070, and the general requirements in section 15.42.090 in that:*

Pursuant to Section 15.42.080 of the Zoning Code, wireless facilities are permitted within a nonresidential area with a use permit. The proposed wireless facility conforms to provisions of the Zoning Code in that: (1) regarding the locational preferences of Zoning Code section 15.42.040, other locations outside the “OR” district are not suitable to provide the augmentation of wireless signal coverage needed in the area; (2) the unscreened antennas, mounted on a replacement light pole as a “Class 5” installation per Zoning Code section 15.42.040, will result in less visual impact than providing radome screening which would add to the bulk at the top of the pole; (3) the installation conforms to the height and other design standards of Zoning Code section 15.42.050 in that the replacement pole with antennas is 80 feet high or ten feet higher than the existing pole, as allowed under section 15.42.050(B)(2); (4) the installation will not interfere with collocation of other carriers on the same site; and (5) the installation conforms to the setback, lighting, noise and other requirements of Zoning Code section 15.42.090.

3. *Compliance with CEQA. Processing and approval of the permit application are in compliance with the requirements of the California Environmental Quality Act in that:*

See Section 2 preceding.

4. *Surrounding Uses. Approval of the application will not create conditions injurious to or incompatible with other properties or land uses in the vicinity in that:*

(1) Surrounding land uses will not experience noise, visual or other effects from the proposed Project due to the substantial separation between the proposed facility and other land uses and public spaces. More specifically, the antenna and base station are over 250 feet

from the nearest residence, and the equipment to be installed will not generate significant adverse noise impacts.

(2) The radio frequency Letter of Compliance concludes that the facility will comply with standards for limiting public exposure to RF energy.

5. *Visual Compatibility. The facility is visually compatible with the area surrounding the site and all feasible measures to mitigate visual impacts have been incorporated into the facility design in that:*

The submitted view simulations and other evidence demonstrate visual impacts of the installation will be less than significant because (1) homes in the vicinity are a minimum of 250 feet away and partially shielded by mature trees; and (2) the number of light poles on the site will remain the same. The new pole, though somewhat higher, will replace an existing pole.

6. *Coverage Gap. The facility is necessary to close a significant gap in the applicant's area coverage and/or voice or data capacity, and the applicant has reasonably considered and rejected all less intrusive alternatives in that:*

The expanded facility will serve a large number of residents in surrounding neighborhoods and users traveling on nearby streets and highways. Coverage maps submitted by the applicant show the expanded facility will provide service coverage and additional capacity in areas which presently have marginal coverage and/or capacity.

SECTION 4. Approval. Based on the preceding findings, the City Council hereby approves Conditional Use Permit PA15-005 subject to conditions set out in Exhibit "B" attached hereto.

SECTION 5. Notice of Exemption. Within five working days after the passage and adoption of this Resolution, the City Council hereby authorizes and directs staff to prepare, execute and file with the Orange County Clerk a Notice of Exemption for the proposed Project.

SECTION 6. Custodian of Records. The administrative record for the Project is maintained at City Hall located at 12 Journey, Suite 100, Aliso Viejo, CA 92656. The custodian of records is the City Clerk.

PASSED, APPROVED AND ADOPTED this 6th day of May 2015.

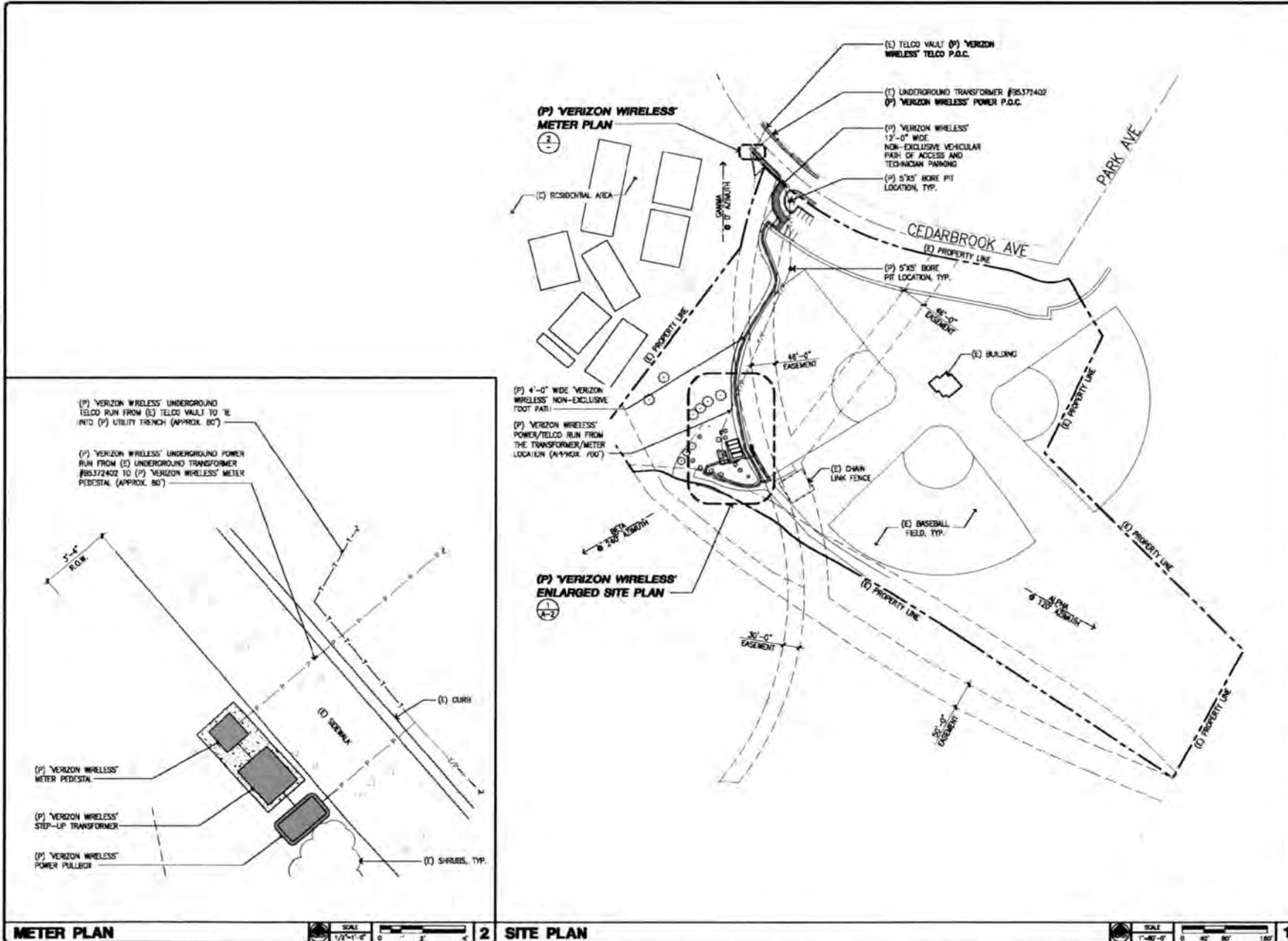
William "Bill" Phillips
Mayor

ATTEST:

Mitzi Ortiz
City Clerk

RESOLUTION EXHIBIT A: PROJECT PLANS

SITE PLAN



REV	DATE/BY	DESCRIPTION
0	04/15/14 CAP	ISSUED FOR 100% EIR

ENGINEER / CONSULTANT

SITE BUILDER

1500 SARD CANYON AVENUE
 SUITE 5, FIRST FLOOR
 IRVINE, CALIFORNIA 92618
 949.285.7000

ANE DEVELOPMENT

core

DEVELOPMENT SERVICES
 A&E SERVICES

3749 Saturn Street
 Irvine, California 92618
 (714)726-2494 (714)553-4411 fax
 www.core-ca.com

SITE DEVELOPMENT

core

DEVELOPMENT SERVICES

3749 Saturn Street
 Irvine, California 92618
 (714)726-2494 (714)553-4411 fax
 www.core-ca.com

SITE INFORMATION

SITE NAME:
PARK AVENUE

SITE ADDRESS:
 26361 CEDARBROOK
 ALISO VIEJO, CA 92658

ORANGE COUNTY
 SHEET TITLE:

SITE PLAN AND METER PLAN

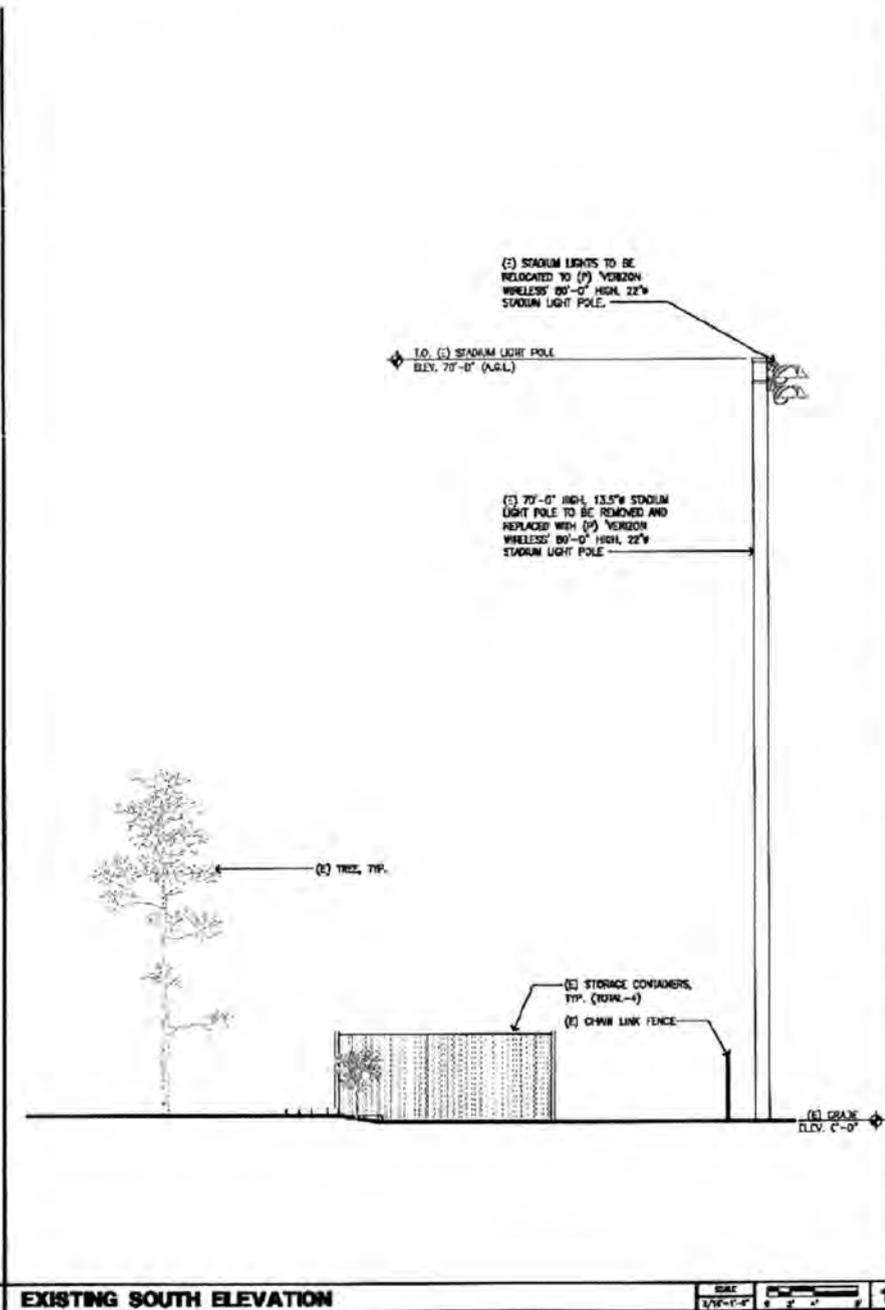
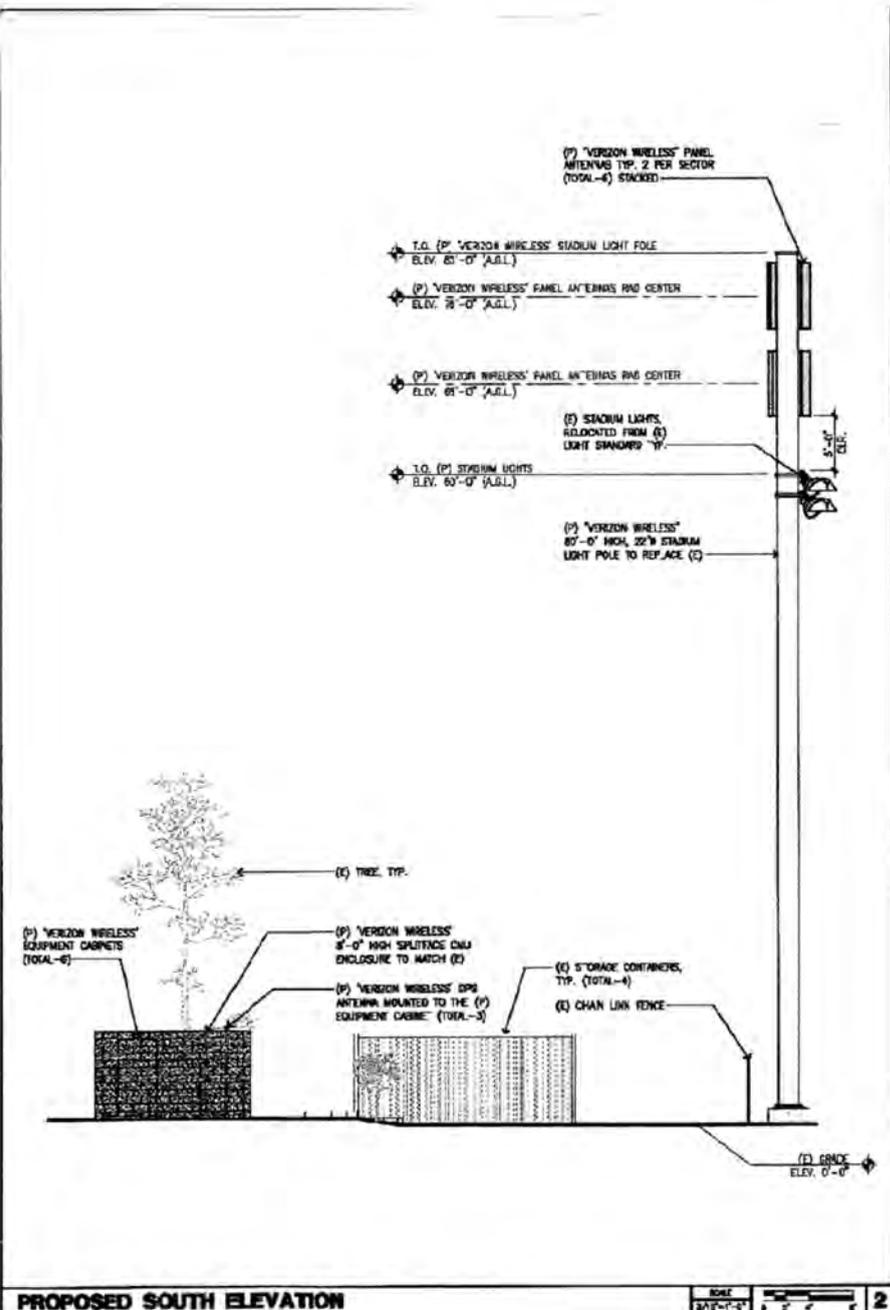
DRAWING INFORMATION

DRAWN BY	CHECKED BY	ISSUE DATE
CAP	SMR	05.14.2014

SHEET NUMBER

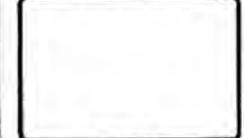
A-1

SOUTH ELEVATION



REV	DATE/BY	DESCRIPTION
0	05/14/14 CAP	ISSUED FOR PERMITS 2014

ENGINEER / CONSULTANT



SITE DRAWING



AEC DEVELOPMENT



SITE DEVELOPMENT



SITE INFORMATION

PARK AVENUE

25361 CLIPSHAM BROOK
ALISO VIEJO, CA 92658
ORANGE COUNTY

SHEET TITLE

SOUTH ELEVATIONS

DRAWING INFORMATION

DRAWN BY	CHECKED BY	ISSUE DATE
CAP	SMR	05.14.2014

SHEET NUMBER

A-4

RESOLUTION EXHIBIT B: CONDITIONS OF APPROVAL

FOR CONDITIONAL USE PERMIT PA15-005:
VERIZON WIRELESS COMMUNICATIONS FACILITY
AT ALISO VIEJO COMMUNITY PARK

Approval Date: May 6, 2015
Deadline for Issuance of Building Permit: May 6, 2017

These conditions of approval apply to Conditional Use Permit PA15-005. Any proposed change of use or expansion of the area or modifications to the site plan or structures shall be submitted to the Director of Planning Services for review and approval. Further, details and/or timing of conditions listed herein may be modified by the responsible department head or agency representative if that person determines the modification will not result in a significant change in the project as approved, the modification complies with the spirit and intent of this approving action, and the purpose of the condition will be better served by such modification.

For the purpose of these conditions, the term "applicant" shall mean the applicant, owner, developer, authorized agent or any successor(s) in interest to the terms of this approval. The term "Director" or "Planning Director" shall mean the Director of Planning Services for the City of Aliso Viejo unless another Director is specified.

1. Project Description. This approval permits placement of six panel antennas on a light pole at Aliso Viejo Community Park ballfield plus a supporting base station, more particularly described on Exhibit "A" attached hereto.
2. Period of Validity. Approval of this application is valid for a period of two years from the effective date set out above. If building or other ministerial permits for the project are not issued within such period of time, the approval shall expire and shall thereafter be null and void unless an extension is requested by the applicant prior to the expiration date and subsequently approved by the Director pursuant to Zoning Code section 15.74.100.
3. Development Per Approved Plans. This approval constitutes a precise plan for location and design of uses, structures, features and materials submitted with this application and depicted on approved plans. Development shall occur substantially as shown on the plans approved for this project and on file in the Planning Department, subject to any modifications imposed by the conditions of approval herein as confirmed by the Director of Planning Services. Any land use, construction or improvement not specifically approved by this conditional use permit is not permitted and must be addressed in a separate and subsequent application and review. Relocation, alteration or addition to any use, structure, feature or material not specifically approved shall require an amendment to the approved plans unless the Director determines that such modifications are minor and consistent with the spirit and intent of the original approving action and that the action would have been the same for the modifications as for the approved plans. The Director may approve such minor modifications in accordance with Zoning Code section 15.74.110 without requiring a new public hearing. If the Director determines that a proposed modification is not minor, it shall be processed in the same manner as the original plans.
4. Payment of Fees. The applicant shall be responsible for payment of all applicable fees along with reimbursement for all City expenses in ensuring compliance with conditions. All

- fees and expenses shall be paid in full prior to issuance of a certificate of occupancy. Prior to issuance of applicable City approvals or permits, the applicant shall be fully responsible for reimbursing the City of Aliso Viejo for all expenses incurred to process the application and assure compliance with all conditions of approval.
5. Coordination with Sheriff and OCFA. Prior to issuance of any permits to install the facility, the applicant shall meet in good faith to coordinate use of frequencies and equipment with the Orange County Sheriff's Department (OCSD) Communications Bureau and the Orange County Fire Authority to minimize, to the greatest extent possible, any interference with the Public Safety 800 MHz Countywide Coordinated Communications System (CCCS). Similar consideration shall be given to any other existing or proposed wireless communications facility that may be located on the property.
 6. Radio Interference. Should interference with the OCSD Communication System radio occur, use of the interfering facility shall be suspended until the radio frequency is corrected and verification of compliance is reported.
 7. RF Compliance Report. Within 30 days after installation of the wireless facility, a radio frequency (RF) compliance and radiation report prepared by a qualified RF engineer acceptable to the City shall be submitted to demonstrate the facilities are operating at the approved frequency and comply with FCC standards for radiation. If the report shows the facility does not comply, use of the facilities shall be suspended until the facility is modified to comply and a new report has been submitted confirming such compliance.
 8. Phone Contact. The applicant shall provide a 24-hour phone number to which interference problems may be reported. Applicant will provide a "single point of contact" in its Engineering and Maintenance Department to ensure continuity on all interference issues. The name, telephone number, fax number, and e-mail address of that person shall be provided to the City's designated representative upon activation of the facility.
 9. Compliance With Conditions. The applicant shall be fully responsible for knowing and complying with all conditions of approval, including making conditions known to City staff for future governmental permits or actions on the project site. Failure to abide by and faithfully comply with any and all conditions attached to the granting of these permits may constitute grounds for revocation of the permit(s) in accordance with Zoning Code section 15.74.120.
 10. Compliance with Regulations. The applicant shall ensure design, maintenance, and operation of the permit area and fixtures thereon shall comply with all applicable regulations of the Municipal Code and all requirements and enactments of federal, state, county and city authorities. All such requirements and enactments shall by reference become conditions of this permit whether or not they are listed as conditions.
 11. Compliance with Building Codes. The wireless communications facility shall comply with standards, regulations and requirements of current editions of the California Building Code, California Plumbing Code and California Mechanical Code, California Electrical Code, including any local amendments adopted by the City of Aliso Viejo.

12. Future Modifications. The applicant shall notify the Director of Planning Services of the following: any proposal to change height or size of the facility; increase size, shape, or number of antennas; change facility color, materials, or location; or increase the signal output above maximum permissible exposure (MPE) limits imposed by the radio frequency emissions guidelines of the FCC. The Director shall determine the review process for such modifications in accordance with Zoning Code section 15.74.110.
13. Abandonment. If the applicant abandons or intends to abandon or discontinue use of the wireless communication facility, the applicant shall notify the Director of Planning Services by certified mail no less than 30 days prior to such action. If the applicant abandons or discontinues use of the wireless communication facility for any reason, the applicant shall remove all its equipment on the site, including, but not limited to, antennas, related equipment, and concrete within 60 days of notifying the Director of Planning Services of abandonment or intent of abandonment or discontinuation. Further, the applicant shall submit a deposit or other surety sufficient to cover cost of removal of the installation in the event of abandonment. Form and amount of the deposit or other surety shall be determined by the Building Official.
14. Violations. This conditional use permit may be modified and/or revoked if the City determines the facility or operator has violated any law regulating the wireless permit facility or has failed to comply with these Conditions of Approval.
15. Indemnification. The Applicant shall indemnify, protect, defend, and hold the City, and/or any of its officials (appointed or elected), officers, employees, agents, departments, agencies, and instrumentalities thereof, harmless from any and all claims, demands, lawsuits, writs of mandamus, and other actions and proceedings (whether legal, equitable, declaratory, administrative or adjudicatory in nature), and alternative dispute resolution procedures (including, but not limited to arbitrations, mediations, and other such procedures), judgments, orders, and decisions (collectively 'Actions'), brought against the City, and/or any of its officials, officers, employees, agents, departments, agencies, and instrumentalities thereof, that challenge, attack, or seek to modify, set aside, void, or annul, any action of, or any permit or approval issued by the City and/or any of its officials, officers, employees, agents, departments, agencies, and instrumentalities thereof (including actions approved by the voters of the City) for or concerning the project, whether such Actions are brought under the Ralph M. Brown Act, California Environmental Quality Act, the Planning and Zoning Law, the Subdivision Map Act, Community Redevelopment Law, Code of Civil Procedure Sections 1085 or 1094.5, or any other federal, state, or local constitution, statute, law, ordinance, charter, rule, regulation, or any decision of a court of competent jurisdiction. It is expressly agreed that the City shall have the right to approve, which approval will not be unreasonably withheld, the legal counsel providing the City's defense, and that Applicant shall reimburse City for any costs and expenses directly and necessarily incurred by the City in the course of the defense. City shall promptly notify the Applicant of any Action brought and City shall cooperate with applicant in the defense of the Action.

**ATTACHMENT 4:
PROJECT DESCRIPTION AND JUSTIFICATION**

City of Aliso Viejo
APPLICATION FOR A CONDITIONAL USE PERMIT
Project Information and Justification

BACKGROUND

With current efforts underway to establish the required infrastructure for its network in the City of San Diego, Verizon Wireless has retained the services of Core Development Services to facilitate the land use entitlement process. On behalf of Verizon, Core is submitting an application to the City requesting approval to construction and operation an unmanned wireless telecommunications facility and to present the following project information for your consideration:

Site ID: Park Avenue
 Address: 110 Park Avenue, Aliso Viejo, CA 92656
 APN: 634-321-33, -19
 Zoning: OR (Open Space Residential)
 Use: Open Space Park

PROJECT REPRESENTATIVE-MAIN POINT OF CONTACT

Erum Ahmed, Zoning Manager
 Core Development Services
 2749 Saturn Street
 Brea, CA 92821
 714-294-8933
 eahmed@core.us.com

PROJECT DESCRIPTION

Verizon Wireless proposes to construct, operate, and maintain an unmanned wireless telecommunication facility. Verizon Wireless proposes to replace an existing light standard at an Aliso Viejo Park with a new 90'-0" tall Musco light standard monopole. The light standard monopole will accommodate the installation of six (6) stacked panel antennas, six (6) RRU's, and two (2) fiber demarcation boxes exposed above the lights, with two antenna centerlines of 86'-0" and 78'-0".

All equipment and associated cables will be placed within a proposed adjacent 14'-0" x 24'-0" equipment structure constructed adjacent to four (4) existing storage containers. The Splitface CMU Wall enclosure with security lid will be 8'-0" in height and constructed to match the existing structures on site. The enclosure will contain three (3) equipment cabinets and two (2) battery cabinets. There will also be three (3) GPS antenna mounted to the top of the equipment structure. The antennas and equipment will be fully screened from view and constructed in a manner that will minimize any visual impacts from the park and ball field users. The proposed project is utilizing an existing vertical element.

No parking spaces are proposed to be removed or added in association with this project. As the facility is unmanned, one vehicle parking space will be used, temporarily (non-exclusive) for approximately 30 minutes- 1 hour, once every four to six weeks, if a technician needs to come on site to address a maintenance issue that cannot be resolved remotely.

MAINTENANCE AND MONITORING

The facility is unmanned and operates 24 hours a day, 7 days a week. Since the facility is unmanned, it will not generate any traffic or impact traffic circulation. The facility is connected to a central network operations center that monitors the facility's status. Routine maintenance occurs once every 4-6 weeks to ensure the equipment is operating within normal specifications. Should an emergency arise, maintenance crews are dispatched as necessary to correct the situation.

NOISE/ACOUSTICAL INFORMATION

The equipment shelter which is housing the stand-by generator has been designed to comply with the City's noise standards. A copy of a noise impact analysis report has been provided for review.

HAZARDOUS MATERIALS

Sealed lead acid batteries are used for stand-by power in the event of a power failure on most Verizon Wireless Facilities. The batteries are often referred to as "gel cell" type batteries. Prior to issuing of Building Permits, Verizon will complete the Hazardous Materials Questionnaire and get the appropriate approvals from County. Additionally, the facility will not create any hazardous odor, light or glare.

PROPERTY CHARACTERISTICS

The subject property is a Community Park location. The land use designation of the proposed site is OR (Open Space Recreation). The open space is developed to accommodate various sports and recreational activities. There are no known scenic aspects of this site and no known adverse soils conditions. There are no known protected species of plants or animals on site.

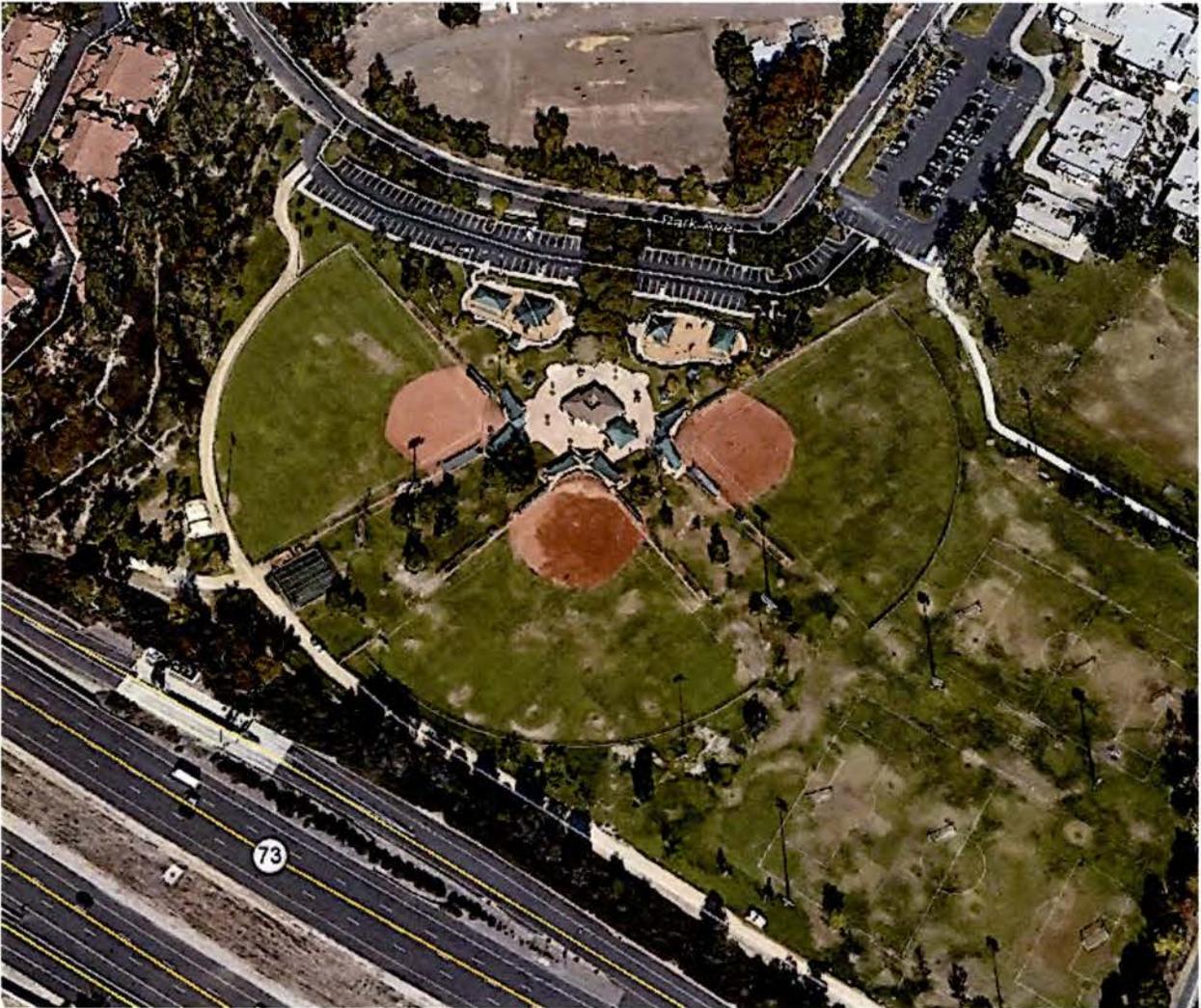
The surrounding land uses are as follows:

North: CF (Community Facility)

South: SR 73 Corridor

East: OS (Open Space)

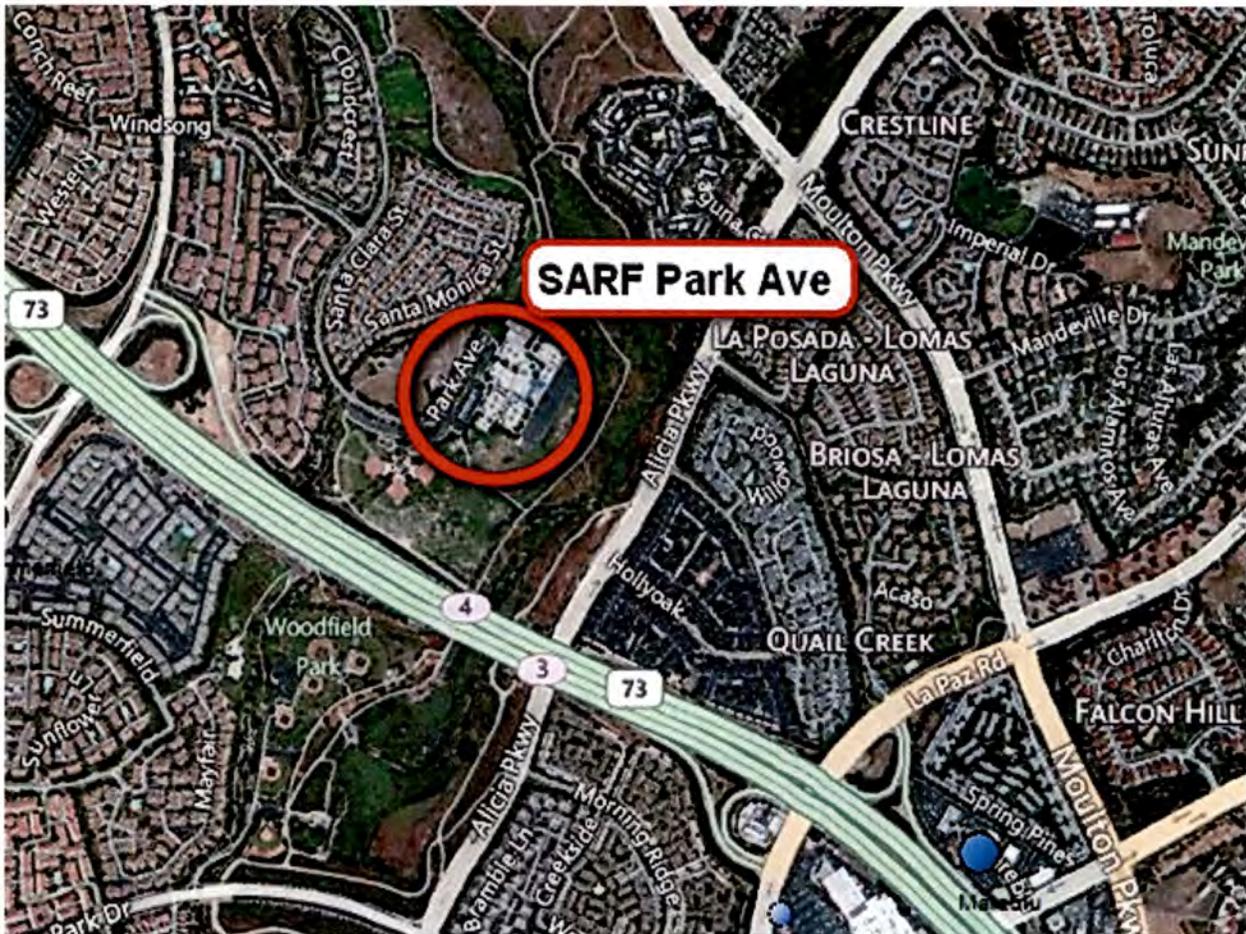
West: RH (Residential High Density)



PROJECT OBJECTIVE

Wireless carriers deploy new wireless facilities in a specific area to achieve the one of the following:

- Provide signal coverage of sufficient strength to achieve consistent, sustainable, and reliable service to customers at a level sufficient for outdoor, in-vehicle, and in-building penetration with good voice and data quality during high demand periods. (Threshold, -85dBm).
- Provide additional system capacity to ensure there is sufficient signal capacity to offset the contraction of signal experienced when nearby sites become overloaded and more enhanced voice and data services are used (4G and other high speed data services) thereby creating periodic gaps. With heavy use this contraction of signal is intensified due to the unique properties of digital radio transmissions.



In this specific case Verizon's radio frequency (RF) engineers observed that the existing/surrounding Verizon sites are becoming overloaded, and determined that an additional facility is needed in order to relieve network traffic congestion and ensure reliable levels of service. Specifically, this site is needed to offload the existing Pipeline, Moulton, and Aliso Viejo sites. By doing so, it will provide coverage and capacity improvements to the nearby residential community, middle school, and sports park. Radio frequency coverage maps have been provided to illustrate this issue with the network. The deployment of the proposed site will provide a significant improvement over the existing conditions.

The proposed facility will provide an integral link in Verizon Wireless' proposed network and is designed to provide coverage to this area of the City of Aliso Viejo. The site is a necessity to the general welfare and public safety of the community. At present, Verizon Wireless is experiencing capacity issues as well as poor performance in providing in-building coverage within the residential community, park users, and middle school surrounding this specific area. The proposed site will provide reliable wireless telecommunications services to Verizon customers throughout the community.

CO-LOCATION OF OTHER CARRIERS

The subject property has no other existing carriers on site as Verizon's proposed antennas will be the first on the park grounds. As such, no co-location opportunities exist in the immediate surrounding area which has been approved by the RF Engineer.

SITING ANALYSIS

Customer demand drives the need for new cell sites. Data relating to incomplete and dropped calls is gathered, drive-tests are conducted, and scientific modeling using sophisticated software is evaluated. Once the area requiring a new site is identified, a target/search ring on a map is provided to a real estate professional to being a search for a suitable location.

During an initial reconnaissance, properties considered for the installation of a cell site must be located in the general vicinity of the search area ring, with an appropriate zoning designation, and appear to have enough space to accommodate an antenna structure and the supporting radio equipment. The size of the space will vary depending on the objective of the site. The owners of each prospective location are notified to assess their interest in partnering with Verizon Wireless.

Four key elements are considered in the selection process:

- Leasing: The property must have an owner who is willing to enter into a long-term lease agreement under very specific terms and conditions.
- Zoning: It must be suitably zoned in accordance with local land-use codes to allow for a successful permitting process.
- Construction: Construction constraints and costs must be reasonable from a business perspective, and it must be feasible for the proposed project to be constructed in accordance with local building code and safety standards.
- RF: The property and facility must strategically be located to be able to achieve the RF engineer's objective to close the significant gap with antennas at a height to clear nearby obstructions.

The search area to address the coverage gap described above is predominantly open space land, high density residential, and a middle school. The Site Selection/ Alternative Site Analysis section below details the characteristics of the surrounding land uses, topography of the property, and the reasons why a site is or is not feasible.

SITE SELECTION/ PREFERRED SITES:

The search area ring was created by the radio frequency engineer (RF) for Verizon Wireless site "Park Avenue" and is centered on open space park land and the middle school with residential units bordering the Western perimeter. While it is ideal for Verizon to locate their facility as far away from residential uses as possible, it is often times a challenge to do so when the intended coverage is for the residential community. In order to be closer to the coverage area, Verizon needs to find a location that is the least obtrusive to the community while still meeting coverage, design and construction objectives. Generally speaking, a light pole installation is much less intrusive in terms of physical construction and containing antennas alongside the stadium lights. The proposal does not introduce any new vertical elements into the existing environment and the replacement light pole will now serve as a multi-use structure – providing both lighting to the ball field area as well as wireless service to the open space park users, middle school and the local residential community.

The proposed location for the wireless communication facility was chosen for its ability to meet the intended coverage objective of the surrounding residential units. To date, no other wireless facilities have been located at the Aliso Viejo park property. The proposed site with the existing

light standard provides an ideal coverage location as well as a design that will not result in the addition of any new vertical elements or changes to the overall land use designation. The proposed equipment shelter will also be built to match the adjacent existing structures. Furthermore, the proposed site will not interfere with the anticipated growth of the development. On the contrary, deployment of the wireless facility will assist in supporting future growth of the property and surrounding community in that it will improve the coverage issues for users (in-building, in-transit, pedestrian level) of the Verizon Wireless network. The intent of the light standard design is to visually blend the antennas with the stadium lights from surrounding properties, public street areas, and vantage points, as is demonstrated in the submitted photographic simulations.

ALTERNATIVE SITE ANALYSIS:

Verizon Wireless explores candidates very thoroughly during the site selection process and ranks them or rules them out based on their ability or inability to meet the coverage or capacity needs of the search ring, as well as other factors including construction feasibility, leasing feasibility, zoning feasibility, etc. Therefore, by the time an application is submitted, the best candidate and least obtrusive design would have been selected and proposed. The following is a detailed list of the properties explored for the proposed wireless telecommunications facility:



SCHOOL - 111 PARK AVENUE, ALISO VIEJO, CA 92656

This is a middle school owned by Capistrano Valley Unified School District and is not interested in leasing to Verizon Wireless.

RANCH – 100 PARK AVE, ALISO VIEJO, CA 92656

The 7 acres of open space is owned by the City of Aliso Viejo. In 2009, the City approved plans to re-develop this land for community use; however, the City Manager states that the Master

Plan is at least a year away from being fully developed and approved. Until there is an approved Master Plan in place, the City cannot consider a lease with Verizon.

PROJECT BENEFITS:

The proposed project will provide the following community benefits:

- Telephone, data transmission, paging, short message functions, and voicemail services and reliable services for emergency purposes.
- Personal safety and security for community members in an emergency, or when there is an urgent need to reach family members or friends. Safety is the primary reason parents provide their children with cell phones. Currently 25% of preteens, 9 to 12, and 75% of all teens, 13 to 19, have cell phones.
- Enhanced emergency response communications for police, fire, paramedics and other emergency services.
- Enhanced 911 Services (E911)- The FCC mandates that all cell sites have location capability. Effective site geometry within the overall network is needed to achieve accurate location information for mobile users through triangulation with active cell sites (over half of all 911 calls are made using mobile phones).
- Better voice and reception quality.
- Higher security and privacy for telephone users.

REGULATING AGENCIES:

Verizon Wireless is a registered public utility, licensed and regulated by the Public Utilities Commission (CPUC) and the Federal Communications Commission (FCC). As a public utility, Verizon Wireless is licensed by the FCC, is authorized to operate, and must provide wireless communication services throughout the nation.

Verizon Wireless' telecommunications facilities operate at the lowest possible power levels and are well below established standards used by the FCC for safe human exposure to radio frequency electromagnetic fields. These standards have been tested and proven safe by the American National Standards Institute and the Institute of Electrical and Electronics Engineers (IEEE). The proposed communications facility will operate in full compliance with the U.S. standards for radio frequency emissions as published by the American National Standards Institute (ANSI). The ANSI was developed by the committee composed of 125 scientists from universities, non-profit laboratories and Federal Health Laboratories (FDA, NIOSH and EPA). In 1992 the ANSI established, as a public safety standard, a maximum exposure level to radio frequency emissions of 1000 microwatts per centimeter squared (1,000 uW/cm²).

The development of this facility will further enhance Verizon's Southern California wireless network by allowing its customers reliable access to Verizon's nationwide network of services. Similar to the other existing wireless service providers, each Verizon Wireless communications facility, or base station, will consist of transmitting and receiving antennas mounted on a

communication tower or other suitable structure. This specific proposed site will become an integral part of Verizon's City of Aliso Viejo wireless network.

The enclosed application is presented for your consideration. Verizon Wireless requests a favorable determination and approval to build the proposed facility. Please contact me at (714) 294-8933 or eahmed@core.us.com for any questions or requests for additional information.

Respectfully submitted,

Erum Ahmed
Authorized Agent for Verizon Wireless

ATTACHMENT 5: EXAMPLES OF RADOME SCREENING OF ANTENNAS



REV	DATE/BY	DESCRIPTION
	05/05/14	SUBMITTAL
	MN	
1	06/24/14	CLIENT COMMENTS
	RG	
2	08/01/14	FINAL
	DG	

ENGINEER / CONSULTANT

CAL VADA
SURVEYING, INC.

411 Jenks Cir., Suite 205, Corona, CA 92680
Phone: 951-280-9660 Fax: 951-280-9746
Toll Free: 800-CALVADA www.calvada.com



JOB NO. 14315

SITE-BUILDER

15505 SAND CANYON AVENUE
BLDG. D, FIRST FLR.
IRVINE, CALIFORNIA 92618
949.286.7000

A&E DEVELOPMENT

core

A&E SERVICES

2749 Saturn Street
Brea, California 92821
(714)729-8404 (714)333-4441 fax
www.core.us.com

SITE DEVELOPMENT

core

DEVELOPMENT SERVICES

2749 Saturn Street
Brea, California 92821
(714)729-8404 (714)333-4441 fax
www.core.us.com

SITE INFORMATION

SITE NAME:
PARK AVENUE

SITE ADDRESS:
110 PARK AVENUE
ALISO VIEJO, CA 92656
ORANGE COUNTY

SHEET TITLE

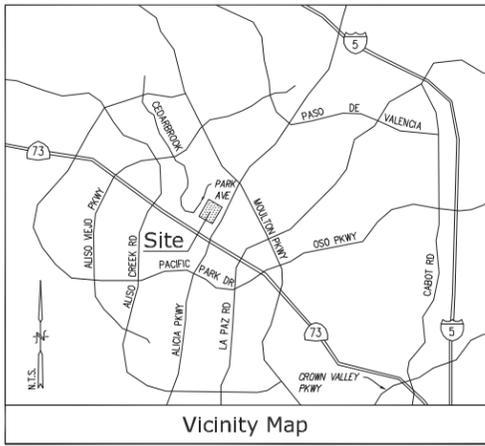
TOPOGRAPHIC SURVEY

DRAWING INFORMATION

DRAWN BY	CHECKED BY	ISSUE DATE
MN	RG	05/05/14

SHEET NUMBER

C-1
SHEET 1 OF 1



Title Report

PREPARED BY: COMMONWEALTH
ORDER NO.: 02022255
DATED: APRIL 10, 2014

Legal Description

ALL THAT CERTAIN REAL PROPERTY SITUATED IN THE COUNTY OF ORANGE, STATE OF CALIFORNIA, DESCRIBED AS FOLLOWS:
LOT 1 OF TRACT NO. 13738, IN THE CITY OF ALISO VIEJO, COUNTY OF ORANGE, STATE OF CALIFORNIA, AS PER MAP RECORDED IN BOOK 668, PAGES 1, 2 AND 3 OF MISCELLANEOUS MAPS, IN THE OFFICE OF THE COUNTY RECORDER OF SAID COUNTY.
EXCEPT THEREFROM THAT PORTION OF SAID LAND CONVEYED TO THE STATE OF CALIFORNIA, AS SET FORTH AND DESCRIBED IN THAT CERTAIN DOCUMENT RECORDED JULY 24, 1996 AS INSTRUMENT NO. 19960378570 OF OFFICIAL RECORDS.
EXCEPTING THEREFROM, ONE HUNDRED PERCENT (100%) OF ALL RIGHTS TO OIL, GAS AND OTHER HYDROCARBON AND MINERAL SUBSTANCES LYING UNDER OR THAT MAY BE PRODUCED FROM THE ABOVE-DESCRIBED LAND, TOGETHER WITH ONE HUNDRED PERCENT (100%) OF ALL RENTS, BONUSES AND PROFITS ACCRUING THEREFROM WITHOUT, HOWEVER, ANY RIGHTS INCLUDING RIGHTS OF ENTRY IN OR WITH RESPECT TO ANY PORTION OF THE SURFACE OR SUBSURFACE TO A VERTICAL DEPTH OF FIVE HUNDRED (500) FEET FROM THE SURFACE AS THE SAME MAY FROM TIME TO TIME EXIST.

Assessor's Parcel Nos.

634-321-19 AND 634-321-33

Access Route, Utility Route & Lease Area

AS SHOWN

Easements

- THE MATTERS CONTAINED IN A DOCUMENT ENTITLED "IRREVOCABLE OFFER OF DEDICATION" BY AND BETWEEN THE ALISO VIEJO COMPANY, A CALIFORNIA CORPORATION AND THE COUNTY OF ORANGE RECORDED FEBRUARY 6, 1981 IN BOOK 13941, PAGE 1318 OF OFFICIAL RECORDS. (BLANKET IN NATURE)
- AN EASEMENT FOR WATER LINE PURPOSES; RECORDED MARCH 18, 1982 AS INSTRUMENT NO. 82-94713 OF OFFICIAL RECORDS. (PLOTTED HEREON)
- AN AIRCRAFT OPERATIONS, SOUND, AIRSPACE AND AVIATION EASEMENT OVER THE AREA SHOWN WITH THE DISTINCTIVE BORDER LINE ABOVE A MEAN SEA LEVEL OF 630 FEET FOR THE PURPOSES AND SUBJECT TO THE SAME CONDITIONS AND LIMITATIONS AS SHOWN IN THAT CERTAIN EASEMENT RECORDED JULY 2, 1979 IN BOOK 13213, PAGE 1111 OF OFFICIAL RECORDS, AS DEDICATED TO THE COUNTY OF ORANGE ON THE MAP OF SAID TRACT NO. 13738. (PLOTTED HEREON)
- AN EASEMENT FOR SCENIC PRESERVATION AND PUBLIC UTILITIES PURPOSES; RECORDED ON TRACT NO. 13738. (PLOTTED HEREON)
- THE FACT THAT THE OWNERSHIP OF SAID LAND HAVE NO RIGHTS OF VEHICULAR ACCESS TO THE STREET OR HIGHWAY HERINAFTER MENTIONED, EXCEPT AS SPECIFIED POINTS, SAID RIGHTS HAVE BEEN RELINQUISHED BY THE DEDICATION PROVISIONS SHOWN ON THE MAP OF THE TRACT NO. 13738. (PLOTTED HEREON)
- AN EASEMENT FOR GREENBELT AND LOCAL PARK PURPOSES TOGETHER WITH THE RIGHT TO GRANT PURPOSES; RECORDED ON TRACT NO. 13738. (PLOTTED HEREON)
- AN EASEMENT FOR STORM DRAIN PURPOSES; RECORDED ON JULY 10, 1996 AS INSTRUMENT NO. 1996-349819 OF OFFICIAL RECORDS. (PLOTTED HEREON)
- COVENANTS, CONDITIONS, RESTRICTIONS AND EASEMENTS BUT OMITTING ANY COVENANTS OR RESTRICTIONS, IF ANY, INCLUDING BUT NOT LIMITED TO THOSE BASED UPON RACE, COLOR, RELIGION, SEX, SEXUAL ORIENTATION, FAMILIAL STATUS, MARITAL STATUS, DISABILITY, HANDICAP, NATIONAL ORIGIN, ANCESTRY, SOURCE OF INCOME, GENDER, GENDER IDENTITY, GENDER EXPRESSION, MEDICAL CONDITION OR GENETIC INFORMATION, AS SET FORTH IN APPLICABLE STATE OR FEDERAL LAWS, EXCEPT TO THE EXTENT THAT SAID COVENANT OR RESTRICTION IS PERMITTED BY APPLICABLE LAW, AS SET FORTH IN THE DOCUMENT RECORDED ON JUNE 25, 1998 AS INSTRUMENT NO. 1998-404691 OF OFFICIAL RECORDS. (NOT PLOTTABLE FROM RECORD)
- AN EASEMENT FOR INGRESS AND EGRESS PURPOSES, RECORDED ON JULY 2, 2003 AS INSTRUMENT NO. 2003-777977 OF OFFICIAL RECORDS. (NOT PLOTTABLE FROM RECORD)

Basis of Bearings

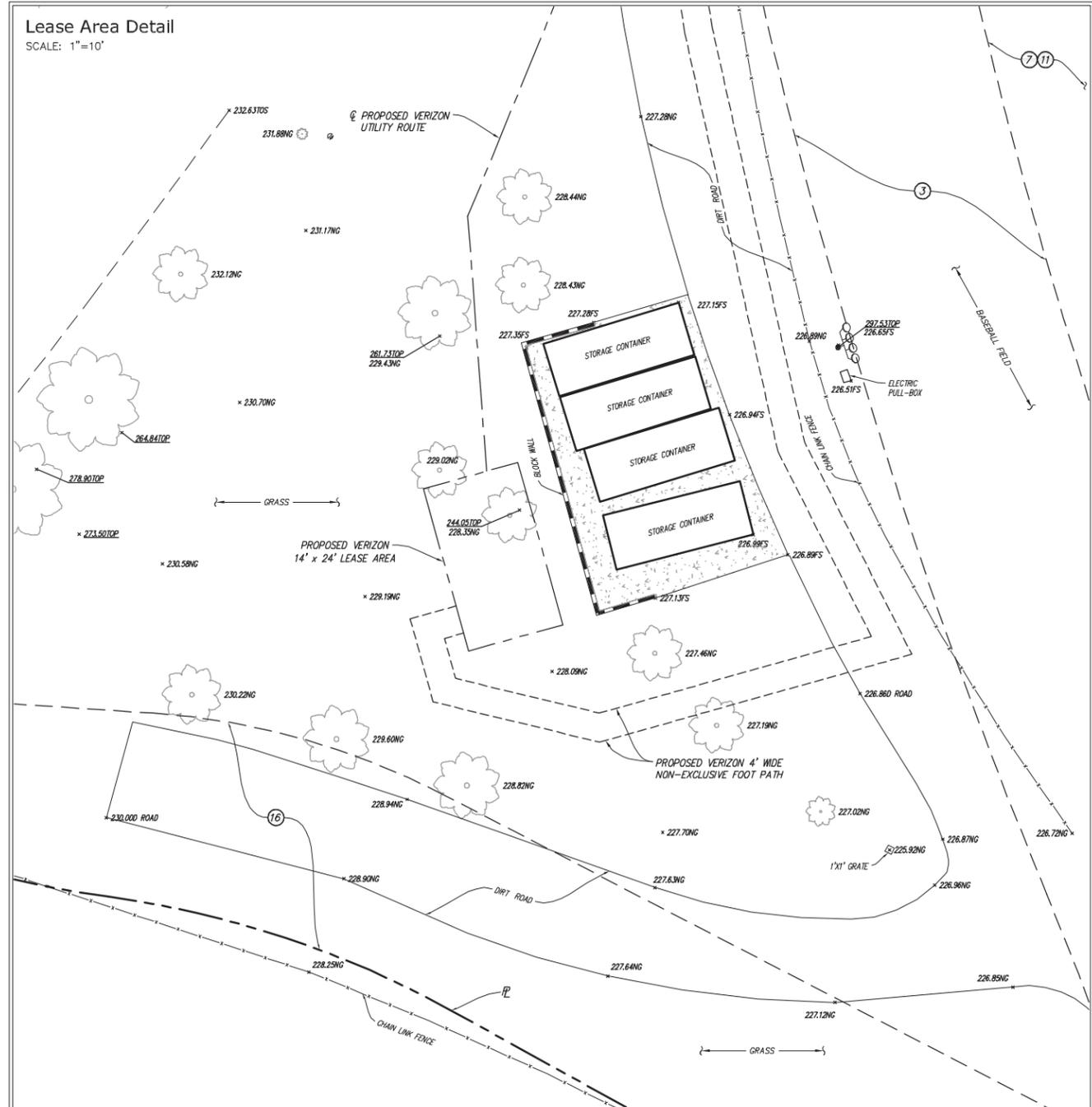
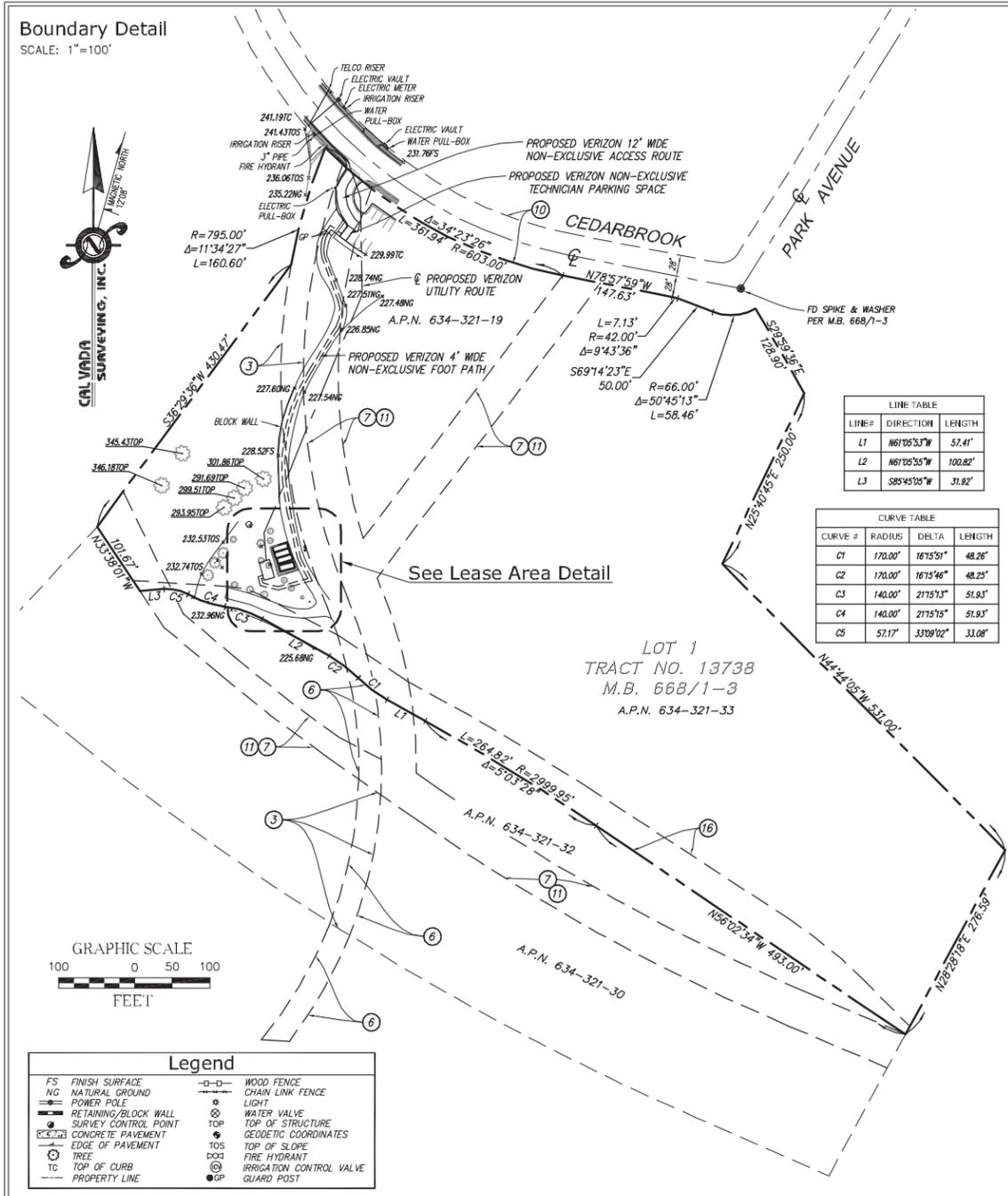
THE STATE PLANE COORDINATE SYSTEM OF 1983 (NAD 83), CALIFORNIA ZONE 6.

Bench Mark

THE CALIFORNIA SPATIAL REFERENCE CENTER C.O.R.S. "SBCC", ELEVATION = 406.19 FEET (NAVD 88).

Dates of Survey

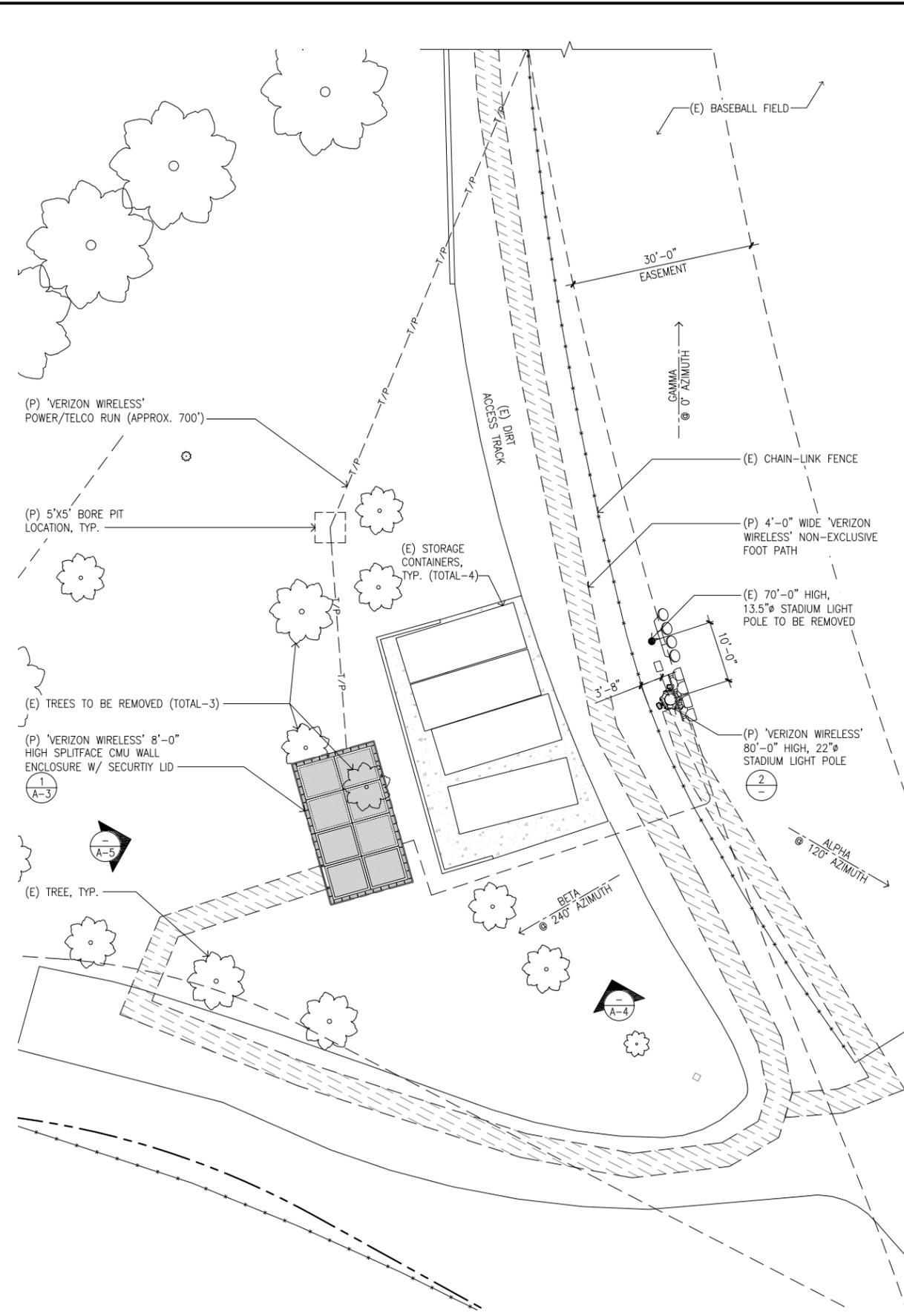
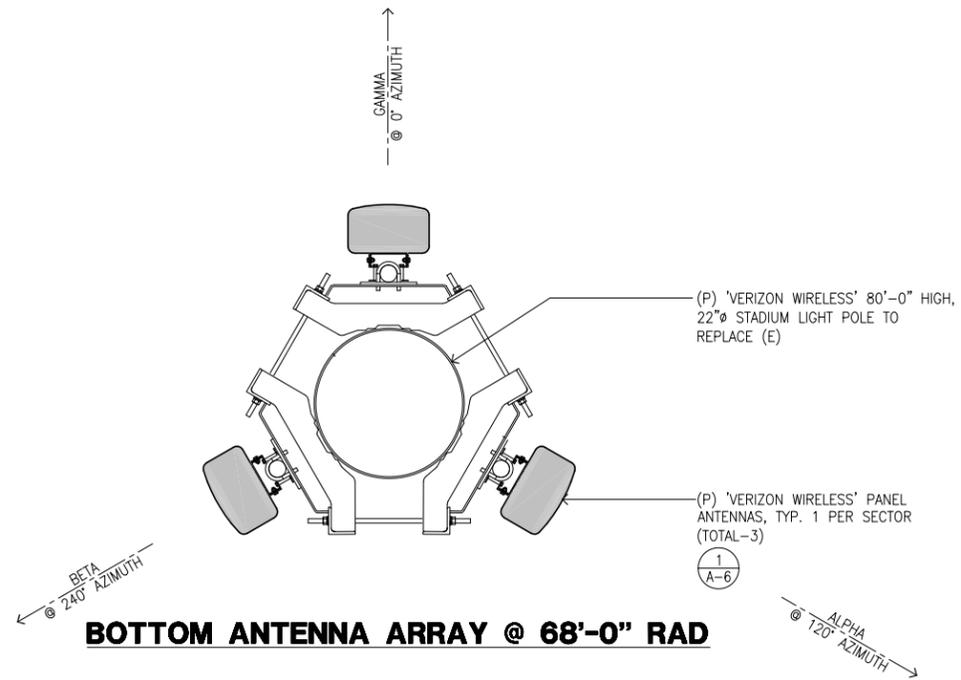
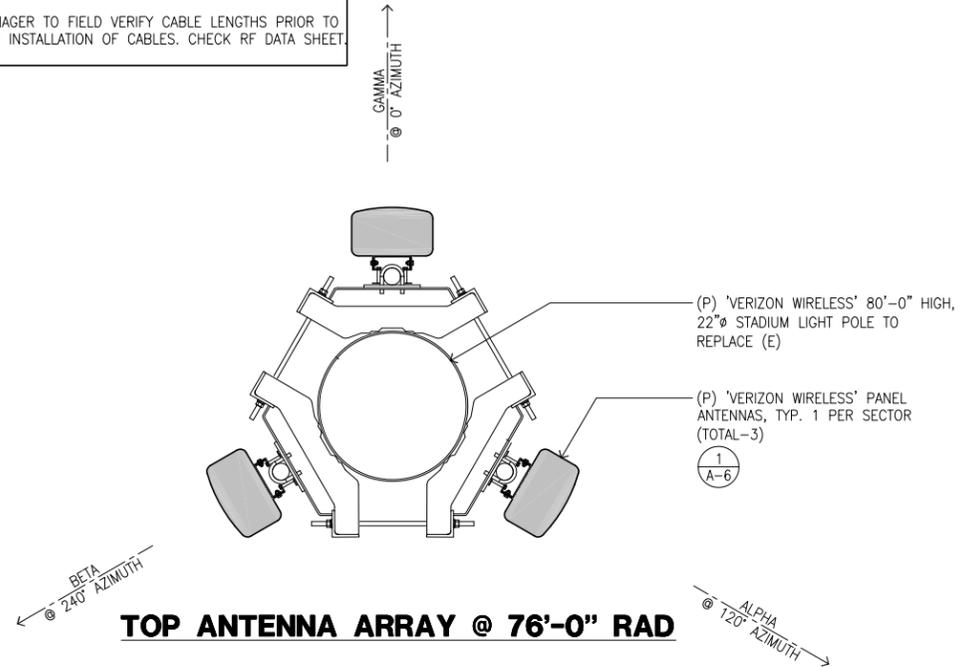
APRIL 25, 2014
JUNE 19, 2014



COAX/ANTENNA SCHEDULE				
ANTENNA SECTOR	AZIMUTH	ANTENNA MAKE/MODEL	CABLE LENGTH	CABLE SIZE
ALPHA	120°	COMMSCOPE/SBNHH-1D65B	115'	1 1/4"
BETA	240°	COMMSCOPE/SBNHH-1D65B	115'	1 1/4"
GAMMA	0°	COMMSCOPE/SBNHH-1D65B	115'	1 1/4"
(3) GPS	N/A	TBD	10'	1/2"

NOTE: CONSTRUCTION MANAGER TO FIELD VERIFY CABLE LENGTHS PRIOR TO ORDERING, FABRICATION OR INSTALLATION OF CABLES. CHECK RF DATA SHEET.

NOTES:
 1. ALL (P) ANTENNAS AND EQUIPMENT MOUNTED TO THE POLE SHALL BE PAINTED TO MATCH (E).
 2. (E) STADIUM LIGHTS, RELOCATED FROM (E) LIGHT STANDARD NOT SHOWN FOR CLARITY.



REV	DATE/BY	DESCRIPTION
0	04/15/15 CAP	ISSUED FOR 100% ZDs

ENGINEER / CONSULTANT

SITE BUILDER

15505 SAND CANYON AVENUE
 BLDG. D, FIRST FLR.
 IRVINE, CALIFORNIA 92618
 949.286.7000

A&E DEVELOPMENT

DEVELOPMENT SERVICES
 A&E SERVICES
 2749 Saturn Street
 Brea, California 92821
 (714)729-8404 (714)333-4441 fax
 www.core.us.com

SITE DEVELOPMENT

DEVELOPMENT SERVICES
 2749 Saturn Street
 Brea, California 92821
 (714)729-8404 (714)333-4441 fax
 www.core.us.com

SITE INFORMATION

SITE NAME:
PARK AVENUE

SITE ADDRESS:
 26361 CEDARBROOK
 ALISO VIEJO, CA 92656

ORANGE COUNTY

SHEET TITLE

**ENLARGED SITE PLAN
 AND ANTENNA PLAN**

DRAWING INFORMATION

DRAWN BY	CHECKED BY	ISSUE DATE
CAP	SMR	05.14.2014

SHEET NUMBER

A-2

REV	DATE/BY	DESCRIPTION
0	04/15/15 CAP	ISSUED FOR 100% ZDs

ENGINEER / CONSULTANT

SITE BUILDER



A&E DEVELOPMENT



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SITE INFORMATION

SITE NAME:
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SITE ADDRESS:
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ALISO VIEJO, CA 92656

ORANGE COUNTY

SHEET TITLE

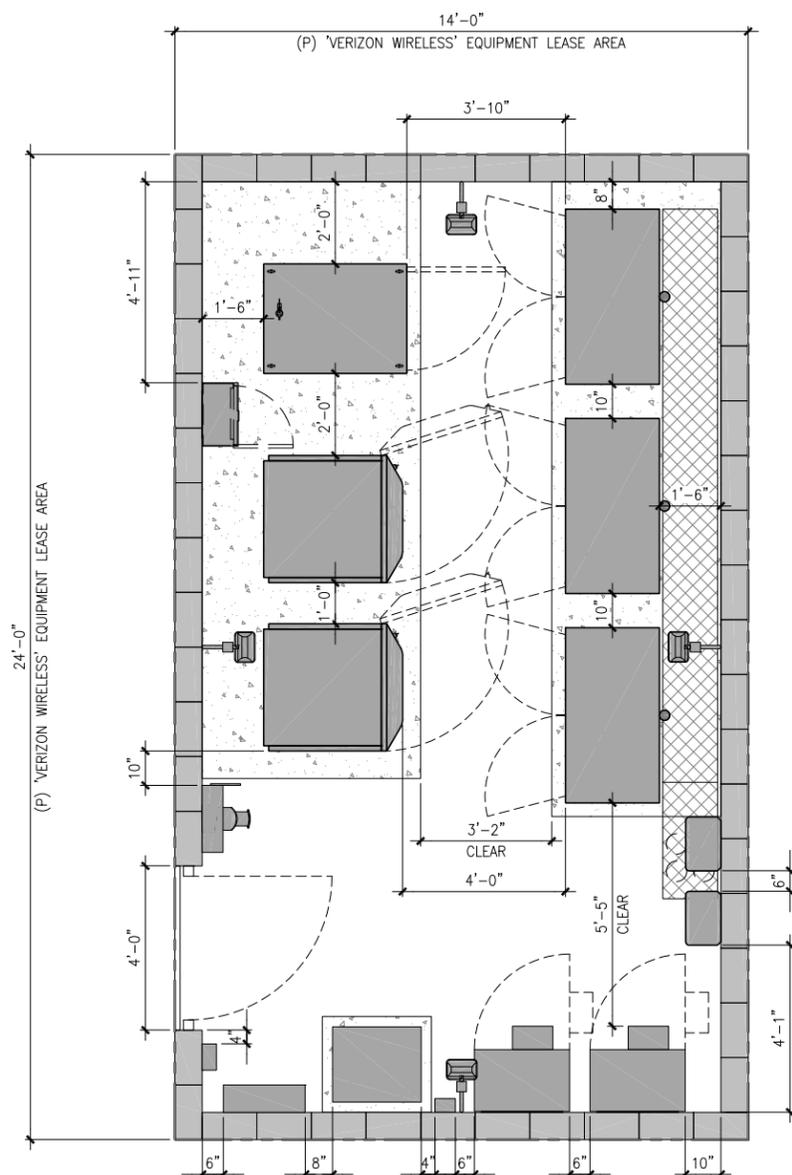
**EQUIPMENT PLAN AND
DIMENSION PLAN**

DRAWING INFORMATION

DRAWN BY	CHECKED BY	ISSUE DATE
CAP	SMR	05.14.2014

SHEET NUMBER

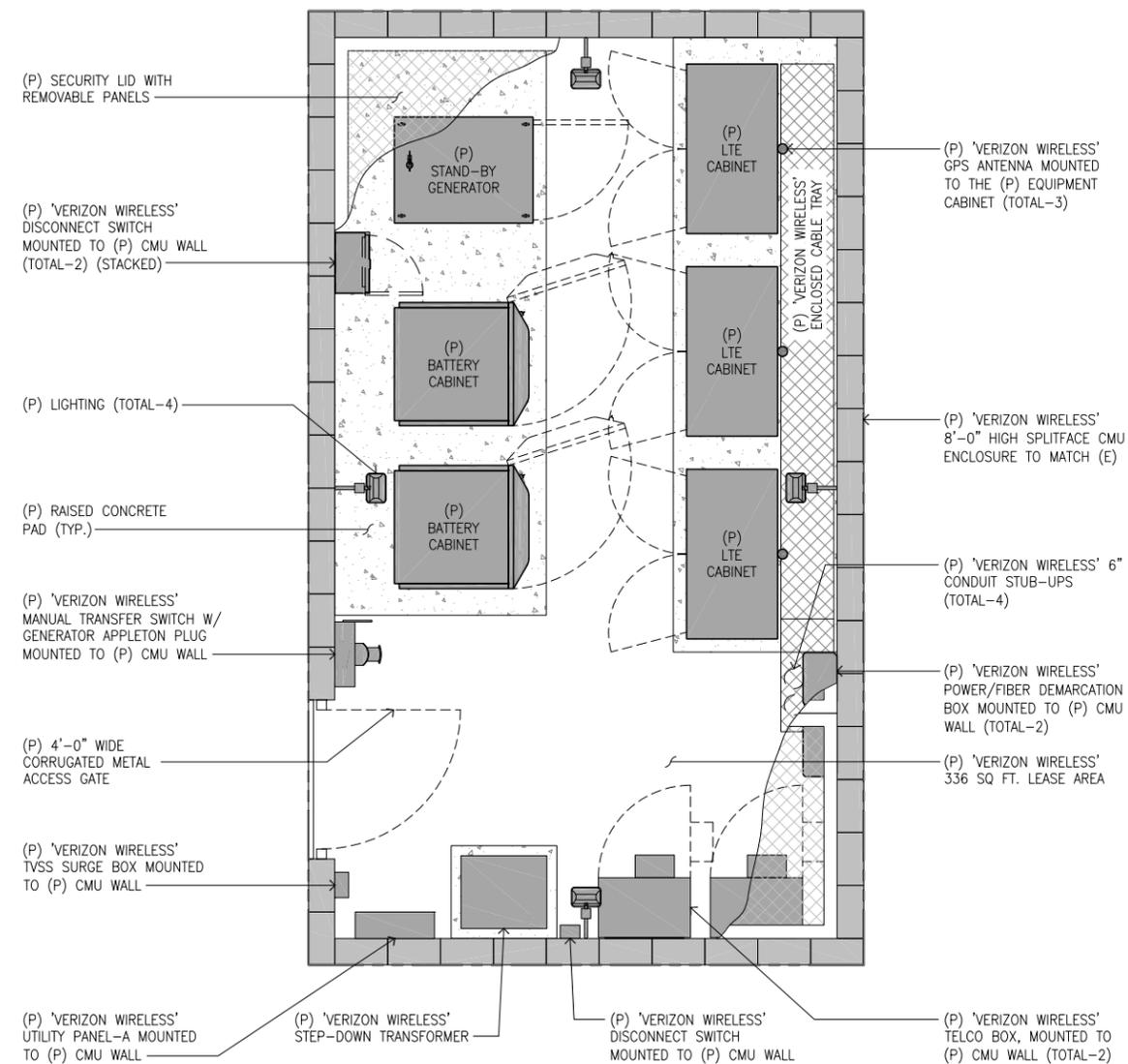
A-3



DIMENSION PLAN



2 EQUIPMENT PLAN



2 EQUIPMENT PLAN



1

REV	DATE/BY	DESCRIPTION
0	04/15/15 CAP	ISSUED FOR 100% ZDs

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SITE INFORMATION

SITE NAME:

PARK AVENUE

SITE ADDRESS:

26361 CEDARBROOK
ALISO VIEJO, CA 92656

ORANGE COUNTY

SHEET TITLE

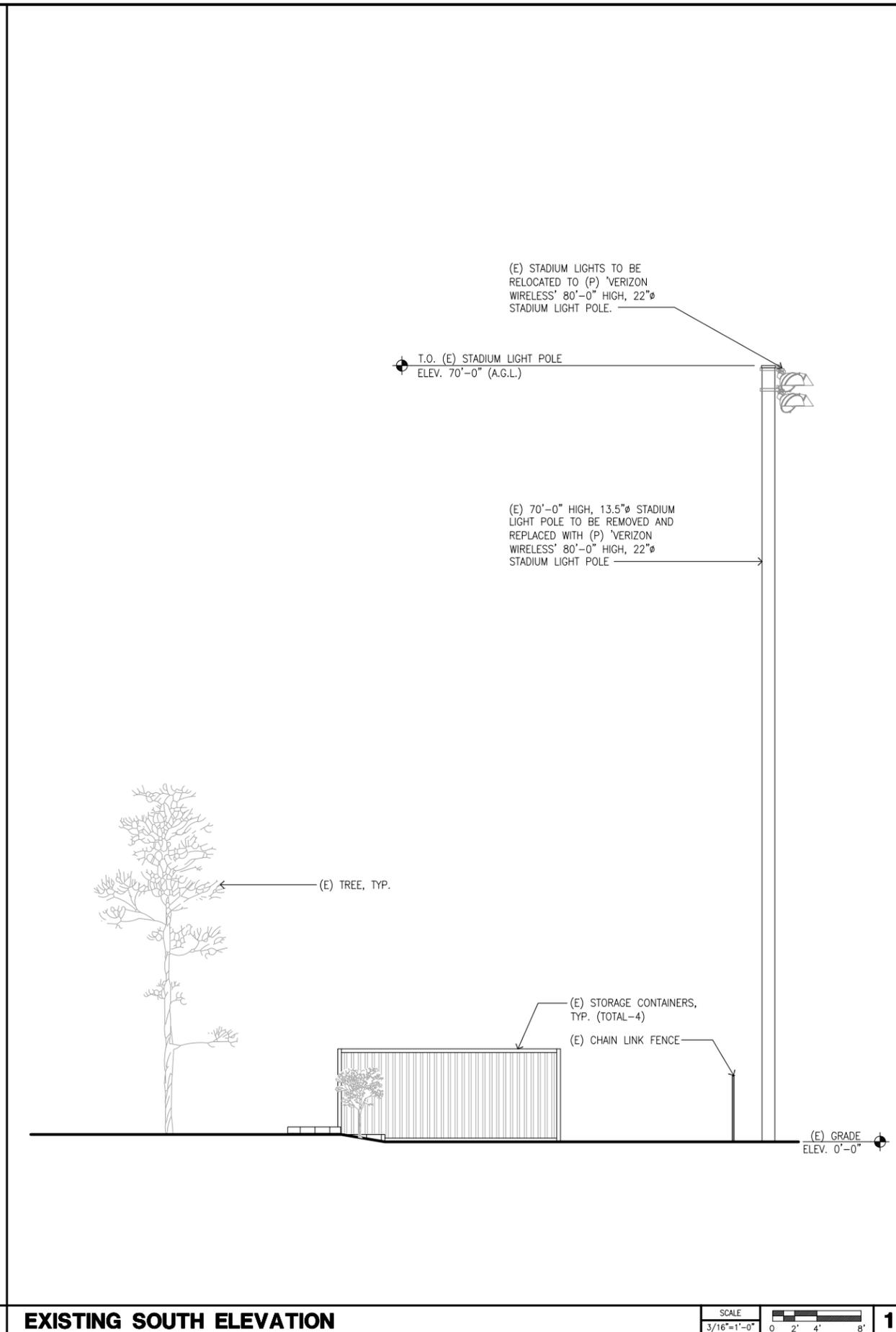
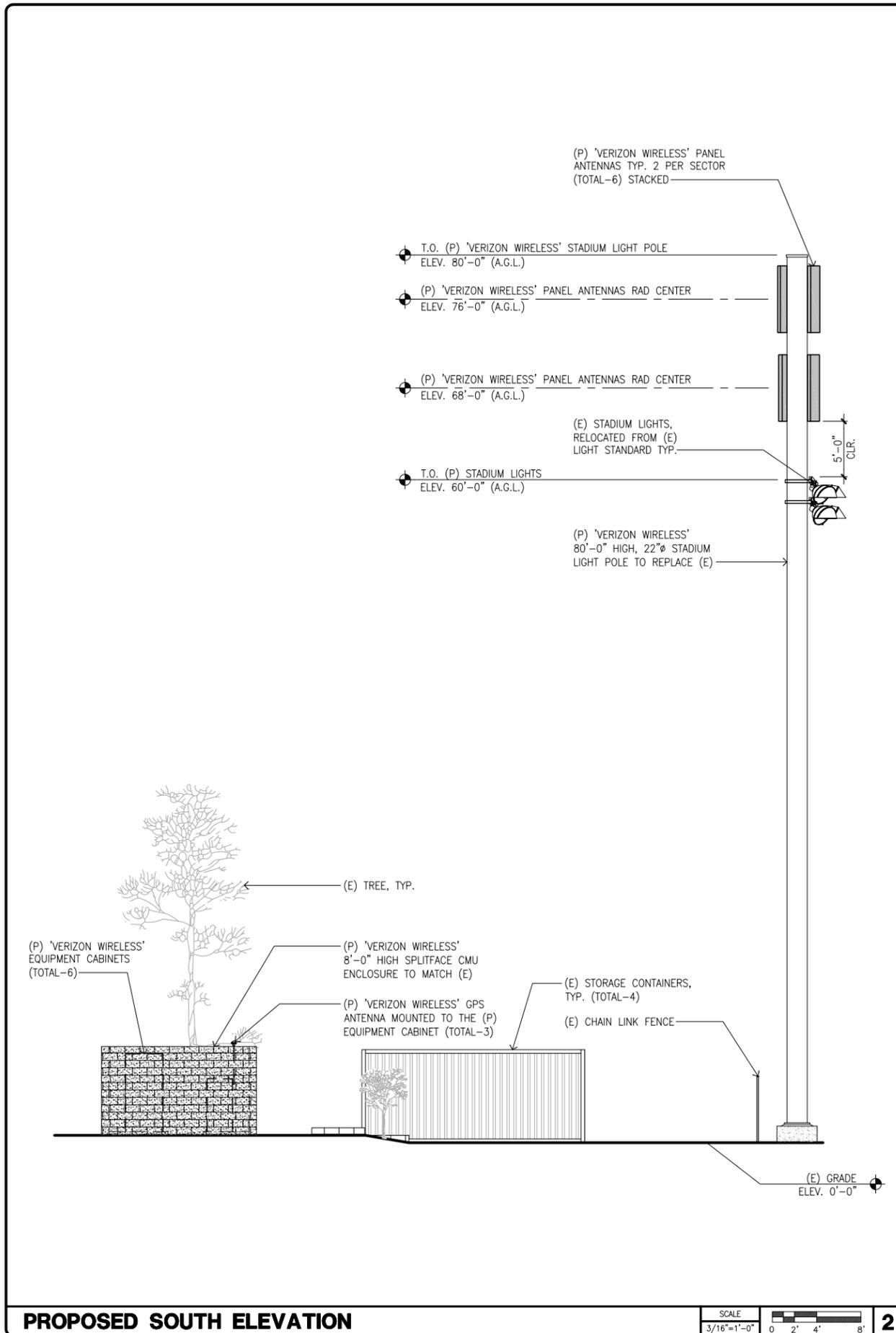
SOUTH ELEVATIONS

DRAWING INFORMATION

DRAWN BY	CHECKED BY	ISSUE DATE
CAP	SMR	05.14.2014

SHEET NUMBER

A-4



PROPOSED SOUTH ELEVATION

EXISTING SOUTH ELEVATION

REV	DATE/BY	DESCRIPTION
0	04/15/15 CAP	ISSUED FOR 100% ZDs

ENGINEER / CONSULTANT

SITE BUILDER



A&E DEVELOPMENT



SITE DEVELOPMENT



SITE INFORMATION

SITE NAME:
PARK AVENUE

SITE ADDRESS:
26361 CEDARBROOK
ALISO VIEJO, CA 92656

ORANGE COUNTY

SHEET TITLE

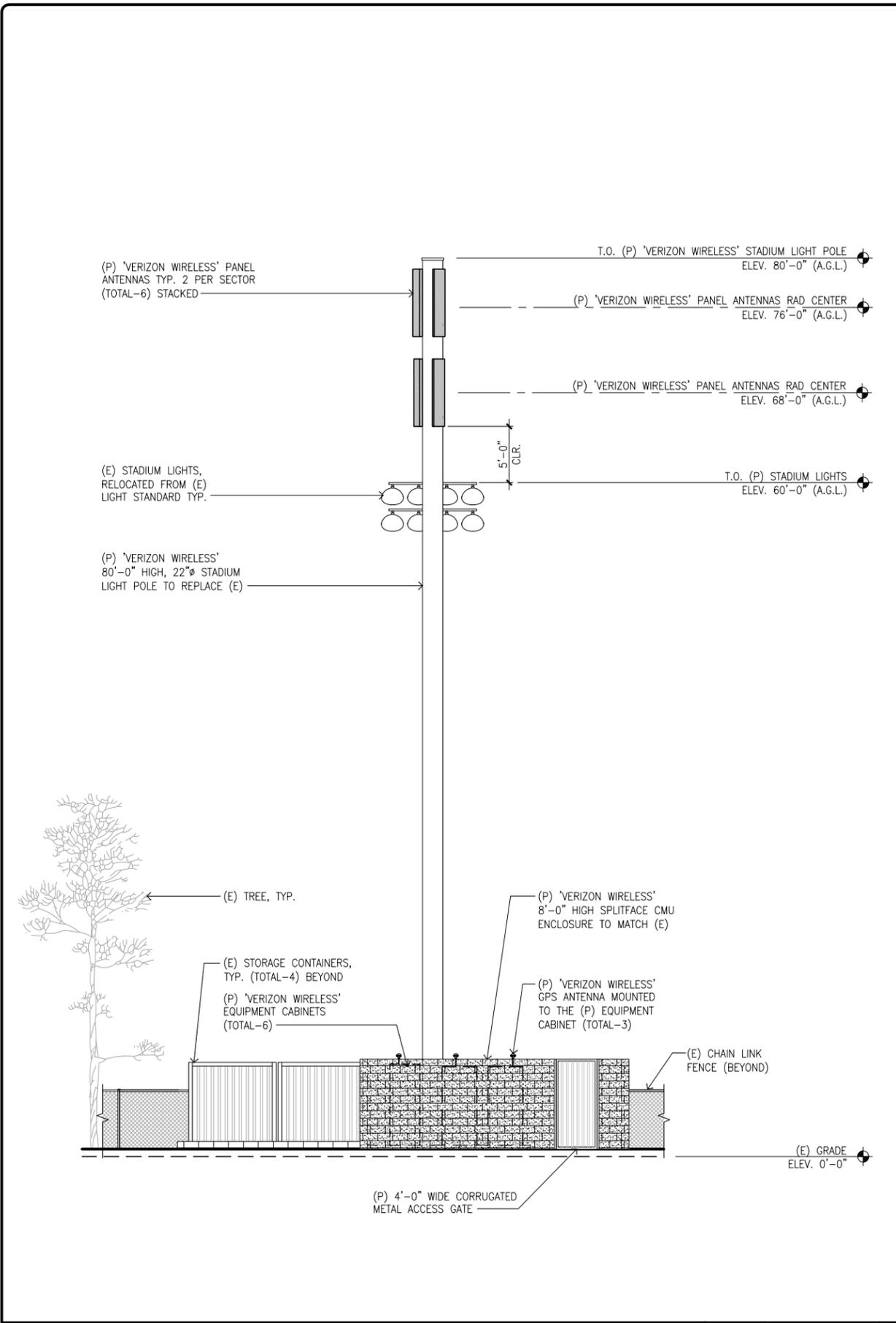
WEST ELEVATIONS

DRAWING INFORMATION

DRAWN BY	CHECKED BY	ISSUE DATE
CAP	SMR	05.14.2014

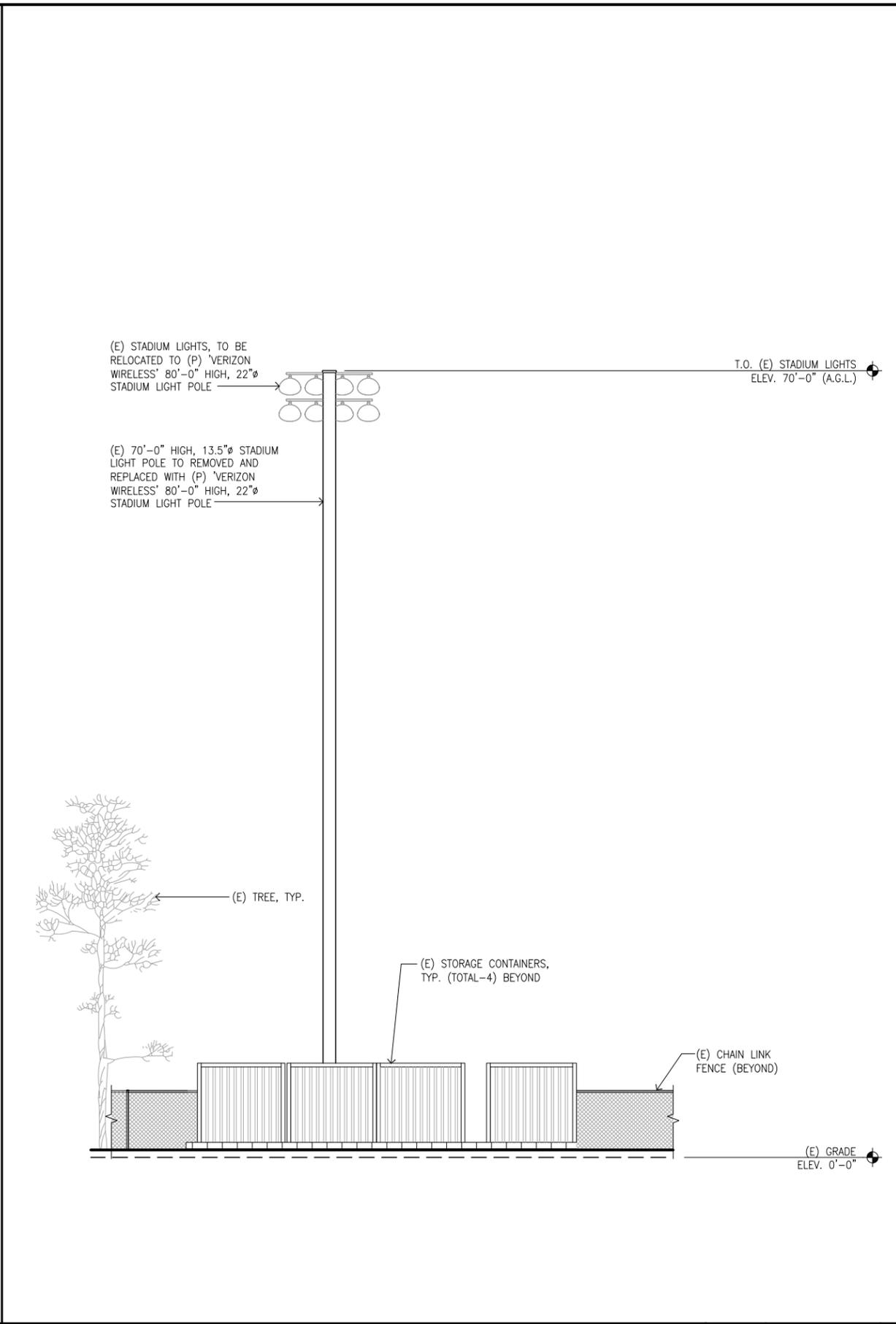
SHEET NUMBER

A-5



PROPOSED WEST ELEVATION

SCALE 3/16"=1'-0" 0 2' 4' 8' **2**



EXISTING WEST ELEVATION

SCALE 3/16"=1'-0" 0 2' 4' 8' **1**

NOT USED	10	NOT USED	7	NOT USED	4	ANTENNA SPECIFICATIONS SCALE N.T.S. 1
NOT USED	11	NOT USED	8	NOT USED	5	NOT USED 2
NOT USED	12	NOT USED	9	NOT USED	6	NOT USED 3

REV	DATE/BY	DESCRIPTION
0	04/15/15 CAP	ISSUED FOR 100% ZDs

ENGINEER / CONSULTANT



SITE BUILDER

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SITE INFORMATION

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 ALISO VIEJO, CA 92656

ORANGE COUNTY

SHEET TITLE

DETAILS

DRAWING INFORMATION

DRAWN BY	CHECKED BY	ISSUE DATE
CAP	SMR	05.14.2014

SHEET NUMBER

A-6



EXISTING



PROPOSED LOOKING SOUTHWEST FROM PARK AVENUE



EXISTING



PROPOSED LOOKING SOUTHWEST FROM PARK



EXISTING



PROPOSED LOOKING WEST FROM PARK



©2014 Google Maps



EXISTING



PROPOSED

LOOKING NORTHWEST FROM PARK

City of Aliso Viejo

Agenda Item



DATE: May 6, 2015
TO: Mayor and City Council
FROM: Gina M. Tharani, Dir. Of Financial Services/City Treasurer
SUBJECT: DRAFT ANNUAL BUDGET FOR FY 2015-16

Recommended Action:

Review the draft Annual Budget for FY 2015-16 and provide direction to staff.

Fiscal Impact:

The Annual Budget is the basis upon which the Council allocates anticipated financial resources for uses in the coming fiscal year.

Background:

The Council adopted the FY 2014-15 Annual Budget on June 18, 2014. On February 4, 2015, mid-year budget adjustments were approved to accommodate fluctuations in revenues as well as adjustments to expenditures.

The City estimates year-end operations for FY 2014-15 will result in a positive cash flow to the General Fund fund balance in the amount of \$629,444. The fund balance in the General Fund at the end of FY 2014-15 operations is estimated at \$20.8 million, of which \$16.2 million is assigned for reserves in accordance with the City's Management and Budget Policy adopted in 2005.

Comparisons made in this report use the FY 2014-15 Mid-Year budget figures adjusted for year-end projections and the draft FY 2015-16 Annual Budget. This comparison captures variances from the most up-to-date year-end projections.

Discussion:

Aliso Viejo Economic Outlook

Aliso Viejo's unemployment rate remains among the lowest of Orange County cities, at 3.4%, based on preliminary EDD estimates for March 2015. Aliso Viejo's population was estimated at 49,951 as of January 2014 based on information received from the Department of Finance, Demographic Research Unit.

Given the mix of high tech, medical/pharmaceutical, and retail companies within the City, Aliso Viejo's diverse business base has benefited from steady growth in the local economy. Additionally, office buildings with first-rate amenities and low lease rates continue to draw and retain lucrative tenants. Over the last year Shea Homes' Vantis development, consisting of condominiums and townhomes and the City Walk project, was completed and construction has begun on a new 129 room upscale extended-stay hotel and 425 luxury apartments.

The FY 2015-16 Draft Budget being presented to the Council is balanced and reflects a General Fund surplus of \$732,730. The General Fund balance at the end of operations for FY 2015-16 is estimated to be \$21.5 million.

General Fund

Revenues

Anticipated General Fund revenues for FY 2015-16 total \$15,891,805, which reflects an overall increase of \$710,066, or 4.7%, compared to the FY 2014-15 projected year-end revenues. Increases to General Fund revenues are expected in every category but one. The only category with a projected decrease in revenue is in Intergovernmental Revenue where the final Motor Vehicle In-Lieu Fee was received from the State in FY 2014-15. All other revenues, including Property Taxes, Sales Taxes, Franchise Fees, Transient Occupancy Taxes, and City Hall rental income, are projected to increase from the prior year.

Property Taxes, which include Secured and Unsecured Property Taxes, Property Tax In-Lieu, Real Property Transfer Tax, and Home Owners exemption revenues, are expected to increase overall by \$171,505 or 2.5%. This expected increase exceeds the Proposition 13 maximum of 2% for property taxes. This larger than normal increase in property tax is due to the recapturing of previously reduced property tax assessments that occurred during the recession. Sales tax revenue forecasts indicate an increase of \$106,300, or 2.2%, from FY 2014-15.

Franchise Fees are expected to increase overall by \$65,000 or 4.3%, due to projected increases in electricity and cable television franchise fees. Transient Occupancy Tax revenue is expected to increase \$50,000, or 5.9% due to the new hotel within the Vantis development opening in 2015-16.

Licenses and Permits and Current Service Charges are expected to increase \$200,306, or 30.0%, due to increases in the Building Permits and Plan Check Fees categories. The increase is the result of several development projects including the new hotel and apartment project in the Vantis development, the Renaissance Hotel expansion, the 202 unit senior apartment project at 2C Liberty, and the 200 unit apartment and 300,000 square feet office space project at 4 Liberty.

The revenue from Fines and Forfeitures was increased by \$60,000, or 21.4%. The increase is primarily in the Parking Citations category to reflect current collection trends due to increased patrolling and enforcement.

Other Revenues are projected to increase by \$69,830, or 163.5%, to a total of \$112,530. The increase is due to the projected forfeiture of Construction and Demolition (C&D) deposits due to the mandated diversion rates not being met, the receipt of reimbursement of City administration costs associated with the Community Facilities District (CFD), and the receipt of funds reimbursing the City for administration costs of the Dairy Fork Wetlands project.

Appropriations

General Fund appropriations are anticipated to increase overall by a total of \$606,780 or 4.2%, compared to FY 2014-15 current year-end projections. Major contributors to this overall increase are the higher contract services costs in the Building & Safety Department directly related to the increase in revenues from the new developments in the City and the increase in the City's law enforcement contract with OCSD, which is increasing at this time by \$561,952 or 7.91% from FY 2014-15. It should be noted that a final determination of the actual cost increase has not yet been provided by the Sheriff's Department.

In addition, the Sheriff's Department is considering a redeployment of existing resources in the cities of Aliso Viejo, Laguna Woods, and Laguna Hills. If these changes are implemented, there would be no change in the number of deputies patrolling the three cities. However, Aliso Viejo could realize an annual savings of approximately \$350,000 to help offset the current contract increase. The decision to move forward with this change has not yet been finalized, so it has not been incorporated into the proposed budget at this time.

The percentage of payroll required by CalPERS to fund the employee pension plan is lower in FY 2015-16 than it was in FY 2014-15. This is due to the change in actuarial assumptions implemented by CalPERS. This change increased the amortization period for unfunded liabilities resulting in a decrease in the total funding rate required for FY 2015-16.

Incremental increases in appropriations across all departments are due to cost of living adjustments as required by existing Contract Services agreements and the City's employee pay for performance plan. The City's pay for performance plan includes costs associated with a cost of living increase and merit-based salary increases. Costs associated with the Cafeteria Plan remained unchanged at this time, as insurance rates for next year have not yet been provided.

Significant Departmental Budget Adjustments

City Manager's Office

The budget for the City Manager's Office increased overall by \$29,010 or 4.2% from FY 2014-15. The majority of this increase is attributed to increased labor costs associated with the reclassification of the Office Assistant position to an Office Specialist. This reclassification is required due to the new duties assigned to this position including (1) being the contact to address building maintenance and repair issues, (2) working with insurance companies to seek reimbursement for damage to City property, (3) assisting with job recruitments and (4) providing additional support to the City Council. Not included in the Draft budget at this time is funding in the amount of \$10,500 for a Part-Time Intern position in the City Manager's department. Duties for the intern will include responding to citizen complaints, research and analysis of data for special projects and economic development, writing memos, letters and reports, and assisting departments with special assignments. This will be included in the final budget presented to Council.

Economic Development

The budget is recommended to be increased by \$5,000 for membership in the Orange County Visitors Association. Membership in this association will enhance the City's marketing and public relations efforts. In addition, the City is considering becoming a Gold municipal sponsor of Octane, a local organization that assists local startup companies and entrepreneurs with funding and other resources to build their businesses. To date, OCTANE has helped 110 local southern California businesses receive more than \$346 million in investments and equity exits. The Gold sponsorship, in the amount of \$10,000, is not included in the draft budget but will be included in the final budget presented to Council.

City Clerk's Office

A net decrease in the amount of \$40,195 or 17.9% is estimated in the City Clerk's budget. The decrease is primarily the result of the City's election cycle.

Financial Services

The Department of Financial Services' budget decreased \$38,075, or 5.8%, as compared to the FY 2014-15 Mid-Year Budget. The decrease is primarily due to the elimination of the one-time cost of a revenue generation study that was included in the current year's budget.

Non-Departmental

The Non-Departmental budget decreased by \$28,370, or 4.5%, from FY 2014-15 due to a reduction in insurance costs.

Community Services

The Community Services Department budget increased \$20,720, or 2.3%, due to a minor increase associated with the various current recreation activities and programs. Included in the Community Services budget is \$57,350 for ongoing Pre-Teen/Teen programs (Before and After-school Teen programs and Homework Clubs), \$65,825 for Special Events (City events including Founders' Day, Snowfest, and Twilight Camp), \$16,300 for Community Partnership Events (Partner events put on by Soka University and AVCA), \$7,500 for the annual State of the City event, \$5,000 for the gift of History program, and \$6,650 for Volunteer Appreciation.

Operational costs for Iglesia Park and the Iglesia Building are expected to increase a total of \$3,980 from FY 2014-15 due to anticipated increases in building and park maintenance costs. The FRC budget was increased by \$17,205 to include costs for data cabling at the FRC and funding for a for a part-time FRC coordinator which was previously budgeted in the Community Services Department. Funding for the Boys & Girls Club programs at the FRC was kept in line with the current year appropriation at \$100,000.

Planning Department

The Planning Department's budget decreased overall by \$39,280, or 4.0%, from FY 2014-15. The decrease is primarily attributed to the decrease in scope for the Town Center project, resulting in a decrease of \$30,000 in the Special Projects account. Other decreases include a \$17,500 reduction in the budget for the general plan work and a reduction of \$15,000 in both the Zoning Code and Other Contract Services categories.

The Planning Department's increase in salary and benefits offset a portion of the savings discussed above with an increase of \$38,000. This increase is due to the conversion of the Planning Technician position from a part-time position to a full-time position. This change is requested due to a reorganization of the duties in the department. With the additional hours, the Planning Technician will assume the duties of becoming the primary point of contact at the public counter, respond to planning inquiries and information requests, and process various types of discretionary applications. In the past, these duties were performed by contract Planning staff. A portion of the employee's salary will be offset due to reduced costs paid to contracted staff and reimbursement from the Community Development Block Grant (CDBG) funds.

Included in the Planning Department's budget is the development of the Town Center Specific Plan with a budget of \$240,000. Work efforts include a landscape concept plan, a signage plan, workshops and hearings, creation of renderings, performance of a residential market study, creation of an economic model and impact studies.

The Building & Safety budget for expenditures was increased by \$144,000. The increase is the result of the anticipated higher permit activity due to several new projects that are anticipated to begin the approval process in FY 2015-16. These contract services costs are calculated as a percentage of the revenues received from building

fees and permits issued during the year. Contract Services for Code Enforcement was kept on par with costs from FY 2014-15.

The budget for Engineering increased overall by \$121,000, or 17.5%. General Engineering contract services for permits were increased by a total of \$104,150 for the Aliso Creek Directive, County Co-Permittee sharing and NPDES water discharge. Also increased were the costs anticipated to be incurred for NPDES work to be done by the City's contractor in the amount of \$17,500.

Since incorporation, the City has been required to expend \$400,000 from the General Fund for Traffic Engineering and Street Maintenance Services according to its Measure M Maintenance of Effort (MOE) Benchmark. As part of the revised Measure M2 requirements, OCTA is incorporating annual adjustments to MOE benchmarks starting in FY 2014-15. For each adjustment period, changes to the MOE benchmark will be capped at the City's growth in revenues or CalTrans' construction cost index (CCI), whichever is lower. The City's MOE requirement for FY 2015-16 draft budget is estimated at \$409,800 the same as in FY 2014-15.

Public Safety, which includes the Law Enforcement contract and operating expenditures for Crime Prevention, Crossing Guards, Animal Control, and Emergency Management, is estimated to increase by a total of \$600,560, or 8.0%, compared to FY 2014-15.

The City has received OCSD's second estimate for the Law Enforcement service contract for FY 2015-16. The estimate indicates a total contract increase of \$561,952 or 7.91% from FY 2014-15 in order to maintain current service levels. The increase is primarily due to higher costs for salaries, retirement benefits, overtime, as well as indirect costs for training and overhead. Another increase this year is due to the impact of the Field Training Bureau (FTB) program on patrol training cost allocations due to changes in overtime backfill hours, rates and allocation of five new administrative positions for the FTB. Also included in this year's estimate is an allocation of costs for the new Southwest Substation Facility.

Law Enforcement equipment costs in the FY 2015-16 Draft Budget consists of \$7,260 for the next phase of upgrades and replacements to the County's 800 MHz communications system. The City's estimated portion to upgrade the 800 MHz radio system will be phased in over the next three years. In addition to the amount included in the FY 2015-16 Draft Budget, \$199,200 has been included in the City's General Fund reserves schedule for future phases of the equipment upgrades, which are scheduled to be completed by 2018. Other increases include \$11,700 for crossing guard services to accommodate the increase in wages, \$2,000 for crime prevention programs and \$2,000 for emergency preparedness.

Other General Fund obligations in FY 2015-16 include \$140,795 for capital improvement projects including the Dairy Fork Wetlands project and Wood Canyon Wetland monitoring costs. A General Fund transfer to the Aquatic Center is also budgeted for net operational costs totaling \$150,000.

Special Revenue Funds

Special Revenue Funds have been fine-tuned to reflect current trends in the collection of receipts and expenditures incurred. Special Revenue resources experienced an overall increase due to fluctuation in the receipts of grant funds. The City has been awarded a Measure M2 Competitive Grant for FY 2015-16 in the amount of \$568,100 to partially fund the Dairy Fork Wetlands project. Development Impact fees are projected to be down over \$500,000 in the current year due to the previous funding of these fees by the developers.

Road Funds

Highway Users Tax, also known as the Gas Tax, is expected to decrease overall by \$204,660, or 16.2%, from FY 2014-15, based on recent projections provided by the State.

The most recent Measure M2 Fair Share revenue projections provided by the Orange County Transportation Authority (OCTA) indicate an increase of about \$46,550, or 7.4%, in FY 2014-15, due to M2's updated funding formulas.

Appropriations in Measure M and Gas Tax funds have been updated to accommodate changes in the timing of construction for Capital Improvement Projects (CIP). Traffic and street improvement projects scheduled for FY 2015-16 include the annual Slurry Seal project and a pavement rehabilitation project on Pacific Park from Chase to the 73 toll road. Gas Tax funds will be utilized solely for street maintenance with no funds being available for capital projects and Measure M2 Fair Share funds will be expended on the Slurry Seal project and the Pacific Park rehabilitation project.

Southern California Air Quality Management District (AQMD) Fund

The City receives about \$60,000 per year in AB2766 Subvention Funds from AQMD.

Integrated Waste Management

Integrated Waste Management revenues in the amount of \$13,250 are expected from the State's Beverage Container Recycling program. A total of \$22,000 is appropriated for these activities in FY 2015-16 to eliminate some of the accumulated reserves.

State and Federal Grant Funds

Supplemental Law Enforcement Service Fund (SLESF) for front line local public safety programs and equipment is also expected from the State, bringing \$100,000 in funding to the City in FY 2015-16.

In FY 2015-16, a CDBG Grant in the total amount of \$189,680 will be received to fund the American Disability Act (ADA) improvements. These funds will be used to modify 54 curb ramps within the City. A portion of these funds (\$17,830) will be transferred to

the General Fund to cover the costs of administering this project. There are no new State grants anticipated to be received for FY 2015-16.

Development Impact Fees

Projected revenues for Development Impact fees have been updated with the most recent revisions to the Vantis Development Agreement. A total of \$911,085 is expected from the Vantis project, which includes 435 luxury apartment units and a 129-room hotel. Included in the fees are \$561,800 in Housing in Lieu fees and \$250,000 in Community Enhancement with the balance designated for street and traffic improvements.

Two community enhancement projects have been included in the FY 2015-16 Draft Budget. The first project is for the installation of bike racks at key locations around the City budgeted in the amount of \$50,000. The second project is the construction of the cattery expansion at Mission Viejo Animal Services Center(MVAS). The construction was completed and the City has made contributions in phases as outlined in its agreement with MVAS. The City expended \$100,000 in Community Enhancement funds for the project in FY 2014-15 and the final contribution of \$50,000 will be paid in FY 2015-16.

Community Enhancement funds will also be transferred to the Capital Improvement Fund for the following projects:

- Wayfinding Signs \$150,000
- Patio Improvements at the Conference Center \$150,000
- AV Welcome Signs off the Toll Roads Off-ramp \$200,000
- Fencing at the Aquatics Center \$215,000
- Ticket window retrofit at the Aquatics Center \$15,000
- Installation of Security Cameras at Aquatics Center \$75,000

Conference and Aquatic Center Funds

The City has selected a new vendor to operate the Conference Center. Once contract negotiations are finalized in the next few weeks, the revenue and expenditure estimates for FY 2015-16 will be updated for the final budget.

Aquatic Center revenues are anticipated to more than double due to the increase in the length of time the facility will be open and due to the new operator offering more classes, programs and events. Operating expenditures, however, are expected to increase by 72.6% due to increase in costs associated with the longer season of operations and due to the increase in services offered to the public. Not included in the Draft Budget is funding in the amount of \$5,000 for unanticipated landscape maintenance and repairs at the Aquatic Center. Marketing strategies implemented by

the management teams are ongoing for both the Conference Center and Aquatic Centers in an effort to enhance revenues and maintain costs.

Capital maintenance projects planned for the City facilities include repairs and aesthetic enhancements. Projects at the Conference Center include upgrades to the patio area totaling \$150,000. Projects proposed at the Aquatic Center total \$305,000 and include; repairs to the fencing (\$215,000), installation of security cameras (\$75,000) and retrofitting of the ticket window (\$15,000).

A transfer of \$150,000 is estimated from the General Fund to support the Aquatic Center's net cost of operations.

Capital Improvement Funds

Street Improvement projects planned in FY 2015-16 include the street rehabilitation project on Pacific Park from Chase to the 73 toll road and the annual slurry seal project, which will both be funded by Measure M2 Fair Share funds.

The Community Enhancement project planned in FY 2015-16 include construction of Aliso Viejo Welcome signs at the 73 toll road off-ramps estimated at \$200,000. As approved with the City's new branding concepts in 2013, \$150,000 was included for updated wayfinding signs to be installed at key locations around the City. Also, \$171,850 has been budgeted to update 54 curb ramps to comply with the American Disability Act.

Stormwater improvement projects include the ongoing Wood Canyon wetland monitoring project and construction work on the Dairy Fork Wetland project. The estimated total cost of the Dairy Fork Wetland project is estimated at \$874,000 and will be funded by the Measure M2 Comprehensive Transportation Funding Programs (CTFP) grant in the amount of \$568,100, contributions from the neighboring cities of Laguna Woods, Lake Forest, and Laguna Hills totaling \$155,100 and by Aliso Viejo's portion of \$150,800. Aliso Viejo's match portion will be expended from existing Rule 20A funds.

Summary:

Programs and initiatives included in the FY 2015-16 General Fund Draft Budget include:

- Economic Development \$90,000
- State of the City \$7,500
- Town Center Specific Plan Implementation \$240,000
- General Plan Environmental Impact Report \$62,500
- 800 MHz Next Generation Upgrade – Phase 1 \$7,260

Special revenue funds have also been budgeted for the following projects:

- Annual Slurry Seal \$750,000

- Pacific Park Rehabilitation \$884,000
- Dairy Fork Constructed Wetland construction \$787,000
- Wayfinding Signs \$150,000
- Conference Center Patio Improvements \$150,000
- Aliso Viejo Welcome Signs at 73 Toll Roads \$200,000
- ADA Curb Improvements \$171,850

Five Year Strategic Plan

The purpose of the City’s Strategic plan is to assess the General Fund and Special Revenue Funds’ ability over the next five years to deliver necessary service levels and preserve the City’s long-term fiscal stability by aligning operating revenues and costs and maintaining the fund balance at established levels.

Significant Impacts Impacting the 5 Year Forecast

As costs associated with City services continue to rise each year, the City’s existing economic resources and revenue base are not increasing at a commensurate level. One of the biggest impacts on the cost vs. revenue equation is the depletion of the Measure M funds. In the early days following incorporation, the City was able to build up a reserve of these funds to accomplish street rehabilitation projects and traffic improvement projects. However, rising costs and the use of these funds over the past years has resulted in the City now receiving just enough funds to cover ongoing maintenance projects. In order to maintain the current level of service for street rehabilitation and maintain the City’s current standard for roads, we expect a need to utilize General Fund dollars. By maintaining the current service levels and pavement standards, expenses exceed revenue beginning in FY 17-18.

The City’s Five Year Strategic Plan presents two scenarios. Scenario 1 as shown in the attached document reduces the level of service to avoid use of the General Fund. Scenario 2 maintains the current service level for road improvements. In Scenario 2, the City would supplement the street projects with General fund monies.

Conclusion:

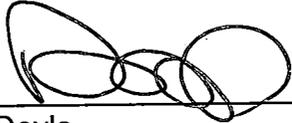
Staff will continue its ongoing analysis of revenues and expenditures and provide updates to Council as necessary. Staff is also following developments at the State level and will perform the necessary analysis to accommodate any fluctuations in revenues or changes to policies. Maintaining current service levels, ensuring the completion of capital improvement projects, and continuing to focus on economic development within the City is of the utmost priority. Staff will continue to explore revenue enhancement opportunities and seek outside grants and other funding opportunities when possible to uphold the City’s vision of offering excellent amenities to residents and businesses.

The FY 2015-16 Draft Budget was developed taking current economic conditions into consideration and includes growth in appropriations necessary to maintain current

service levels and accommodate Council-approved programs and projects. With these conservative practices in place, a net positive cash flow of \$732,730 to the General Fund fund balance is anticipated. The City has maintained its excellent fiscal standing using conservative budgeting practices and reserve policies. Continuing these practices will allow the City to uphold its fiscal strength and retain its current AA+ rating while providing current programs and projects and maintaining reserves above the minimum policy level.



Gina M. Tharani
Director of Financial Services/City Treasurer
APPROVED FOR SUBMITTAL TO THE CITY COUNCIL



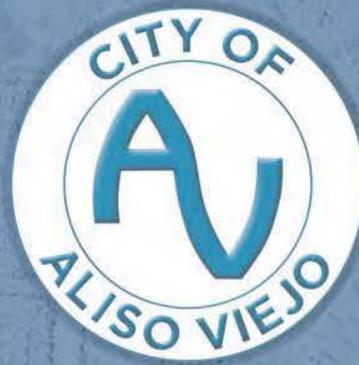
David Doyle
City Manager

- Attachments:
- 1-Draft FY 2015-16 Annual Budget
 - 2-Five Year Strategic Plan-Scenario I and II
 - 3-Wish List Projects
 - 4-Draft FY 2015-16 Annual Budget PowerPoint

DRAFT

ANNUAL BUDGET

FY 2015-16



**CITY OF
ALISO VIEJO**

CITY OF **ALISO VIEJO**



ANNUAL BUDGET FISCAL YEAR 2015-2016

WILLIAM A. PHILLIPS
Mayor

MIKE MUNZING
Mayor Pro Tem

ROSS CHUN
Council Member

DAVE HARRINGTON
Council Member

PHILLIP B. TSUNODA
Council Member

DAVID DOYLE
City Manager

GINA M. THARANI
Director of Financial Services
City Treasurer

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City of Aliso Viejo

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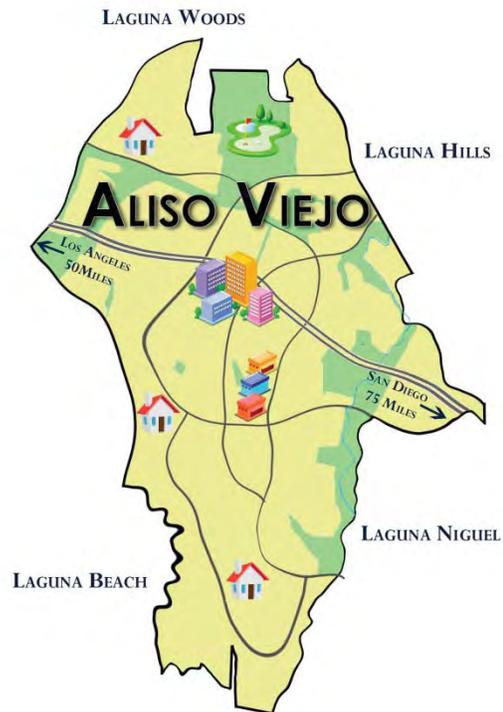
Budget Guide

The purpose of the City of Aliso Viejo's budget is to serve as a "blueprint" for providing City services and as a working financial plan for the fiscal year. It also represents the official organizational plan by which City policies, priorities, and programs are implemented. It provides the means to communicate to the residents, businesses, and employees how the City's financial resources are used to provide services to the community. The budget includes both the operating costs to manage the City and the capital improvement projects that the City plans to undertake during the fiscal year.

A BRIEF OVERVIEW

Location

Aliso Viejo encompasses approximately seven square miles and is located at the southern end of Orange County. Aliso Viejo is approximately 50 miles southeast of downtown Los Angeles, 75 miles northwest of San Diego, 15 miles south of John Wayne International Airport, and 2.7 miles inland from the Pacific Ocean. Neighboring communities include the cities of Laguna Beach, Laguna Niguel, Laguna Hills and Laguna Woods.



History

Aliso Viejo was originally part of the 22,000-acre Moulton Ranch. In the 1890s, the Moulton family took ownership of land the Mexican government originally granted to Juan Avila in 1842. In 1976, Mission Viejo Company purchased the last 6,600 acres for a new master-planned community. The ultimate vision for Aliso Viejo was to feature neighborhoods that mix homes, workplaces, stores and services. A transit-friendly, energy-conscious and land-conserving community, Aliso Viejo was to foster a sense of community by creating a friendlier streetscape, quality infrastructure like parks, schools and new roads, shopping close to home, community services and neighbors that genuinely feel connected to the community and to one another in some fashion.

The county approved the master plan for the community in 1979 – and by March of 1982 – the first residential units were offered for sale. About eight months later, the first residents arrived.

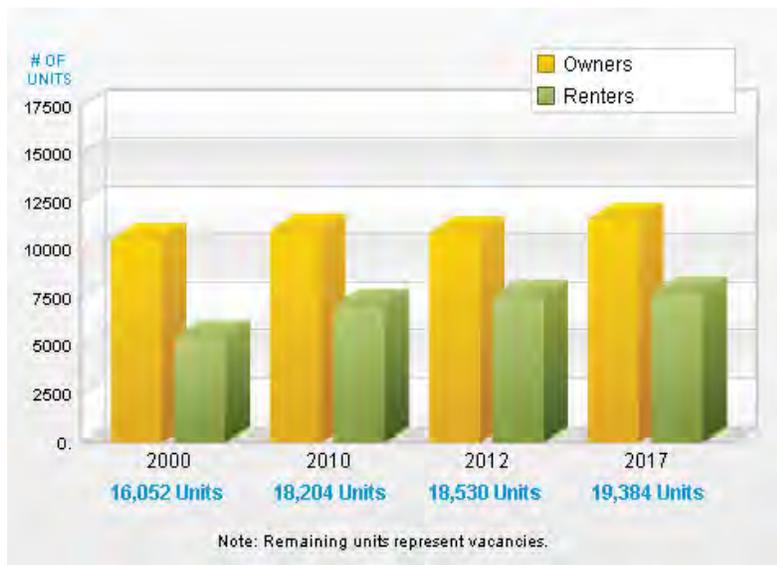
In February of 1995, the Self-Governance Subcommittee of Governmental Affairs, an offshoot of the Aliso Viejo Community Association (AVCA), which was the first community-wide property owner's association of its kind in the state, began its push to

Budget Guide

make Aliso Viejo a city. Two years later, “Aliso Viejo Cityhood 2000” was born. In March of 1999, “Aliso Viejo Cityhood 2000” launched a petition drive to put the question of cityhood to a community vote. On March 6, 2001, voters (more than 90 percent) overwhelmingly decided to make Aliso Viejo a city. The City of Aliso Viejo was officially incorporated on July 1, 2001, and operates as a general law City.

Demographics

Aliso Viejo was the first planned community in California to provide a balance between its estimated 18,000 on-site jobs and the resident workforce. With a population of 49,950, all residents live within 2.5 miles of Aliso Viejo Town Center, which is located near the geographic center of the City. This "downtown" includes over 800,000 square feet of retail shops and specialty stores, restaurants, medical offices, business offices, and entertainment venues.



Aliso Viejo housing is comprised of single-family homes, condos, and luxury apartments with a mixture of retail, light industrial, and service entities providing a diverse tax base for the City. The median home price in Aliso Viejo is \$504,700 and the median rental rate is \$1,715 per month. The net taxable property value during the FY 14-15 assessment period was \$8.4 Billion, representing a 7.15% increase over the previous year.

Aliso Viejo residents have a median age of 35 and an average household income of \$92,500, with 50% of households earning over \$100,000. The City is home to over 27,000 employed individuals and has an unemployment rate of 3%.

More than 500 businesses are located in Aliso Viejo, which has roughly five million square feet of low and mid-rise office, research and development, technology, and light industrial space. The City is recognized for hosting fast-growing entrepreneurial industries such as medical device, technology, biotech, pharmaceutical, electronic gaming, healthcare and insurance.

Employer	# of Employees
United Parcel Service	1,000
Pacific Life	811
Capistrano Unified School District	679
Fluor	630
Quest Software	600
QLogic	490
Renaissance ClubSport	259
Pepsi Beverages Company	215

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FORM OF GOVERNMENT

The City operates under the Council-Manager form of government. The City Council is comprised of five members elected at large to four-year terms with elections staggered every two years. The Mayor and Mayor Pro Tem are selected by the Council from among its members to serve one-year terms. The Council acts as the legislative and policy-making body of the City, enacting all laws and directing such actions as required to provide for the general welfare of the community. City Council meetings are held on a regular basis and are open to the public. The City Council also serves as the governing body of the Aliso Viejo Public Financing Corporation. The City Manager is appointed by the City Council and is responsible for overseeing the operations of the City and implementing the policy decisions made by the City Council. The City Attorney, City Treasurer, and the City Clerk are also appointed by the City Council. All other department heads and employees are appointed by the City Manager.

The City provides municipal services through in-house staffing for administration, finance, planning, and community services and contracts for the services of police, fire, public works, engineering, building, code enforcement, trash removal, street sweeping, recreation, and legal services. The City owns and manages Iglesia Park, Vista Park, and the Aliso Viejo Ranch property in addition to maintaining all public roads. The Orange County Library System provides public library services. The Aliso Viejo Community Association, a master community association, owns and manages 20 of the 23 local parks within the City limits. This association also maintains most of the landscaped slopes and parkways.

BUDGET ORGANIZATION

As indicated in the Table of Contents, the City of Aliso Viejo's Budget document consists of several sections. A corresponding title page divides each section.

Introductory Section

The City Manager's Budget Message to the City Council highlights key priorities and issues for the upcoming budget year.

The Budget Transmittal provides an overview of significant budgetary items and trends for the City as a whole.

The Budget User's Guide provides the reader with a brief overview and introduction to the City of Aliso Viejo as well as an explanation on how to understand, read, and use this Budget document.

The Budget Summaries section provides an easy-to-read overview of the City's expenditures/expenses and various other financial matters.

Budget Guide

Budget Details

This Section provides a more detailed overview of each fund's estimated revenue and appropriations. It is important to note that the City's revenue estimates are fairly conservative and make assumptions based on actual experience and current knowledge of impending circumstances. Appropriations, in turn, are based on these assumed revenues and current service levels.

General Fund: This section represents the main body of the Budget document. It contains details for revenue and department budgets for the General Fund. Department details include the following departments: City Council, City Manager, Economic Development, City Clerk, City Attorney, Financial Services, Non-Departmental, Community Services, Planning, Public Works, Public Safety and City Hall.

Special Revenue Funds: This section contains funds that provide "Special Revenue" activities. In most cases, these funds represent activities that are grant funded or provided for via specific fees, charges, and taxes. These revenues are usually legally restricted to expenditures for specific purposes. Examples include: Gas Tax (Fund 203), Measure M (Fund 204), Air Quality Improvement Fund (Fund 221), and Integrated Waste management Fund (Fund 225).

Capital Improvement Funds: This section contains funds that provide for street improvement, storm water, or capital improvement projects that are general in nature. Examples include: Street Improvement Fund (Fund 311), Capital Improvements Fund (Fund 331), and Storm Water (Fund 332).

Trust and Agency Fund: This section contains the City's Community Trust Fund. Funding for this fund is received from the Aliso Viejo Community Foundation, a non-profit organization. The foundation holds fundraisers and provides opportunities for donors to contribute to Aliso Viejo's community programs.

Appendices

City Council Management and Budget Policies

Chart of Accounts: This section outlines the various funds, general ledger, revenue, and expenditure accounts.

Glossary: The glossary of Budget Terms is provided to better familiarize the reader with some of the budgetary and financial vocabulary found throughout the Budget document. The Glossary contains descriptions of all the fund types, budget terms, and acronyms used within the budget document.

Budget Guide

BUDGET PROCESS

The responsibility for preparation of the Annual Budget is set forth in Ordinance No. 2001-005, whereby the City Manager is tasked with the preparation and submittal of the Annual Budget for its approval by City Council. The Financial Services Department prepares budget reports and provides detailed instructions and assistance to each department with respect to the preparation of their particular department budgets. The budgeting process is generally an incremental one which starts with a historical based budget. Requests for changes in appropriations are made at the departmental level and initially are compiled and reviewed by the Director of Financial Services. A draft budget is then presented to the City Manager, who reviews all of the requests and ensures that all budget decisions are in full accordance with stated City Council policies and all applicable federal, state, and local laws and regulations.

PREPARATION OF THE BUDGET DOCUMENT

Altogether, budget preparation takes approximately three months. Departments begin preparing their budget requests/revenue estimates in March. All budget submissions for new and additional services, positions, capital outlay, and capital improvement projects are reviewed. The overall picture of estimated revenues and proposed appropriations is also carefully studied. In addition to providing the most efficient, effective and economical service levels possible, public safety, legal requirements, and adherence to City Council financial policies are also major considerations throughout the budget process.

Budget workshops are open to the public and are held starting in March. As soon as the final details are worked out and approved by the City Manager, a Draft Budget document is printed. The City Manager then presents the Draft Budget to the City Council and the public for review during the month of May. Changes to the budget as directed by the City Council are incorporated into the Proposed Budget and presented for adoption in June. The budget is adopted annually by the City Council prior to the beginning of the fiscal year and serves as the foundation for the City's financial planning and control. A majority vote is required to pass, approve, and adopt the final Budget by resolution at a City Council meeting.

BUDGET CALENDAR – SUMMARY

The following calendar highlights some of the key deadlines used for the preparation of the FY 2015-16 Budget:

- March 2, 2015 Budget Kickoff-Memo, budgeting materials, and financial reports to departments
- March 6, 2015 Council Workplan Workshop

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March 16, 2015	Budget reports due to Financial Services
March 18, 2015	Budget Workshop – Revenue Projections/Discussion
Mar 23-Mar 25, 2015	Budget meetings-Dept Heads/Financial Services
April 2, 2015	1st Draft to City Manager
April 13, 2015	Budget meetings- City Manager/Dept Heads/Financial Services
May 6, 2015	2nd Budget Workshop Meeting (Including Draft of Annual Budget)
May 12, 2015	City Council approved Budget amendments/Strategic Initiatives due to Financial Services
May 18, 2015	2nd Draft to City Manager
June 3, 2015	Present FY 2015-16 Budget to City Council for adoption
June 15, 2015	Publish FY 2015-16 Budget

BUDGET IMPLEMENTATION, TRANSFERS AND CONTROL

Upon adoption of the budget by the City Council, the responsibility of implementing each department's budget lies with each Department Head, with oversight by the Director of Financial Services and ultimate responsibility resting with the City Manager. Department Heads are expected to operate their departments within the appropriations established in the budget.

The budget is arranged by fund, function and department. The level of budgetary control is established at the fund level. Transfers of appropriations between department budgets can be made with City Manager and Director of Financial Services approval. The City Council's approval is required for all budget amendments that result in a change to any fund balance in the adopted budget. The budget is reviewed mid-year in January by the City Manager and the Director of Financial Services to ensure compliance with City Council direction. The Mid-Year budget is reviewed by the City Council and consideration is given to necessary adjustments for new programs, projects and other adjustments to ensure that expenditures and revenues are in line with the budgeted projections.

A carefully designed system of internal accounting and budgetary controls is used to ensure that revenues and expenditures/expenses are tracked and used as intended. These controls are designed to provide reasonable, but not necessarily absolute, assurance with respect to the reliability of financial and budgetary records for use in the preparation of financial statements as well as accountability for all City assets. The concept of reasonable assurance recognizes that the cost of control should not exceed the benefits and that the evaluation of costs and benefits likely to be derived thereof require estimates and judgments by management. The system is reviewed as regularly as possible and as required by law, by either internal audit staff and/or independent, certified public accountants. The City also maintains an encumbrance accounting system as an additional method of accomplishing budgetary control. Estimated

Budget Guide

purchase amounts are encumbered prior to the release of purchase orders to a vendor. At fiscal year-end, all operating budget appropriations lapse and are re-appropriated in the next year's budget.

BUDGETARY BASIS OF ACCOUNTING

The City of Aliso Viejo's annual operating budget is prepared in conformity with Generally Accepted Accounting Principles (GAAP), using the modified accrual basis of accounting. Under this method of accounting, revenues are recognized in the accounting period in which they become measurable and available to finance expenditures of the current fiscal period, while expenditures are recognized in the accounting period in which the liability is incurred. Budgets for proprietary funds (Internal Service Funds and Enterprise Funds) are prepared on a full accrual basis where revenues are recognized when earned, and expenses are recognized when they are incurred. Each of the City's funds is considered a separate accounting entity with a self-balancing set of accounts that records assets, liabilities, fund equity, revenue & expenditures. Funds are established & segregated for the purpose of recording specific programs or attaining certain objectives in accordance with special regulations, restrictions, or limitations. The General Fund accounts for all the general revenue of the City not specifically levied or collected for other City funds and for expenditures related to rendering the general services provided by the City. The City of Aliso Viejo has twelve Special Revenue Funds that are used to account for specific revenues that are legally restricted to expenditure for particular purposes. The Capital Project Funds are used to account for the acquisition or construction and improvement of major capital projects. Internal Service Funds are used to account for the financing of services provided by one department to other departments of the government, on a cost reimbursement basis, including depreciation. The budget is prepared on a line item basis by fund and department. The City currently does not have any Enterprise or Internal Service funds.

FINANCIAL REPORTS

Comprehensive Annual Financial Report (CAFR): The CAFR is a detailed report that covers the financial statements for the City prepared in accordance with Generally Accepted Accounting Principles (GAAP) as promulgated by the Government Accounting Standards Board (GASB). This report, pursuant to GASB 34, includes an introductory section, the Independent Auditors' Report, and the Management's Discussion and Analysis (MD&A), which offers readers a narrative description as well as an analysis of the financial activity of the City for the fiscal year ended. The report continues with the government-wide statements, fund financial statements, and notes to the financial statements. Statements for major funds are then presented, followed by all non-major fund activity, and finally the statistical section. As part of the GASB Statement Number 34 Implementation, a citywide valuation of infrastructure assets was initiated. The City prepared its first CAFR in 2001 in the GASB Statement Number 34 format. The City has consistently received the prestigious "Certificate of Achievement for Excellence in

Budget Guide

Financial Reporting” award presented by Government Finance Officers Association since 2001.

Five-Year Strategic Plan: The Strategic Plan is a detailed planning document to assist the City Council in assessing the impact of local decision making on the City’s future quality of life. Developed as a blueprint for the City’s future, the Strategic Plan defines the City Council’s goals and assesses the City’s financial ability to achieve them. The plan identifies fiscal issues and opportunities, establishes goals, examines fiscal trends and provides for feasible solutions. The plan includes fund balances, expenditures, and revenue projections, as well as goals and objectives. This allows the City to focus its efforts on initiatives, including funding for necessary infrastructure, maintenance and capital needs, without compromising the financial future.

The City’s financial reports are available on the City’s website at www.cityofalisoviejo.com.

STAFFING

Position Summary Schedule			
Full Time Equivalents			
Last Three Fiscal Years			
Department	FY 2013-2014 FTE	FY 2014-2015 FTE	FY 2015-2016 FTE
City Council	5	5	5
City Clerk	1	1	1
City Manager	4	4	4
Community Services	3.125	3.125	3.125
Financial Services	4	4	4
Planning Services	4.25	4.25	4.75
TOTAL	21.375	21.375	21.875

The Planning Services Department is increasing its current part-time employee to full-time. This increase is due to the reorganization of duties within the department. The additional hours will be used to assume the responsibilities of becoming the primary point of contact for the department at the public counter, to respond to planning inquires and information request, along with processing various types of discretionary applications. Currently, these tasks are being performed by the City’s contracted Planning staff.

All other staffing levels will remain unchanged in FY 15-16.

Budget Guide

EMPLOYEE COMPENSATION/BENEFITS

The City of Aliso Viejo provides an array of benefits to employees in addition to maintaining competitive salaries.

Work Schedule: The City operates on a 9/80 work schedule, with every other Friday off.

Salary: The City has a Pay-For-Performance Compensation System. Salaries are based on experience and knowledge of job responsibilities. Each classification title has a corresponding salary range. As part of the budget preparation for salaries and benefits, an estimated base increase has been budgeted for FY 2015-16.

Retirement Benefits: The City formally joined the California Public Employees Retirement System (CalPERS) in December 2002 under the CalPERS 2% @ 55 Plan. It is a multiple-employer public employee defined benefit pension plan. Each year, an independent actuary engaged by the pension plan calculates the amount of the annual contribution that the City must make to the pension plan to ensure that the plan will be able to fully meet its obligations to retired employees on a timely basis. The City received its actuarial valuation as of June 30, 2013. This valuation includes changes to the actuarial assumptions and mandatory pooling for plans with less than 100 active members. The CalPERS employer rate stabilization policy reassesses the assumptions of how assets are valued actuarially. This method will result in a more moderate fluctuation of rates rather than radical shifts to weather market impacts. The City's annual contribution employer rate for FY 2014-15 is 11.032% of base wages and is expected to be 8.006% for fiscal year 2015-16. The City also pays the employees' portion of the retirement contribution of 7% of base wages.

On January 1, 2013 the Public Employees' Pension Reform Act was implemented by CalPERS. This legislation created a benefit group for new members in CalPERS. All employees hired by the city on or after January 1, 2013, who have no prior membership or a lapse in membership with CalPERS, are placed into the new Tier 2 benefit group. The defined benefit formula is 2% @ 62 for the new benefit group. Currently the annual contribution employer rate is 6.25% of base wages. Employees in the new benefit group are required to contribute as least 50% of the total normal cost rate for their defined benefit plan. As such, the current employee contribution rate is 6.25% of base wages.

Medicare: All employees contribute a portion of gross salary for Medicare coverage as determined by Federal regulations.

Annual Leave: Employees earn 176 hours of annual leave per year, after completion of an orientation period. Accrual of annual leave and maximum accrual amounts increase based upon number of years of service. The City also allows an annual cash

Budget Guide

payout of accrued leave in the amount of 40 hours for 1-5 years of service and 80 hours for 6+ years of service.

Cafeteria Benefits Plan: The City provides its employees a specific dollar amount which can be applied toward medical, dental, vision insurance and/or other benefits offered on a pre-tax basis through the City's Section 125 Cafeteria Plan. Part-time employees receive a specific dollar amount in the Cafeteria Benefits Plan based on their FTE and may use the amount provided to purchase medical, dental and/or vision insurance plans. A variety of medical insurance plans are available to select from through the CalPERS Health Benefits program.

Other Benefits: In addition, the City provides life and long-term disability insurance. An optional Deferred Compensation program, Flexible Spending Accounts and Credit Union membership are also available to employees.

OTHER INFORMATION

Capital Improvement Program (CIP): The Capital Improvement Program (CIP) Budget is submitted to the City Council with the budget document in order to provide more detailed descriptions of projects scheduled to take place over the next five years. A CIP project is defined as an addition or improvement to the City's infrastructure or public facilities. Financial Services coordinates the budget preparation including review of fund cash flows to ensure adequate funding over the project life. Many projects span multiple fiscal years and have multiple funding sources, including grant funding and special revenue funds. Special attention is paid to projects requiring General Fund dollars and typically reflects previously identified Council goals. The CIP document is designed to give an easily understandable overview of the multi-year projects to which the City Council has made a long-term commitment.

Debt: On August 15, 2006, the Aliso Viejo Public Facilities Corporation issued \$8,155,000 in 2006 Certificates of Participation that was used to finance the acquisition of a building primarily used as City Hall and for certain tenant improvements to City Hall. Certificates of Participation (COP) are special obligations of the issuer and are payable from specific pledged revenues of the issuing agency. The certificates are not payable from any other revenues or assets of the City.

On March 1, 2014 the City of Aliso Viejo paid off the outstanding balance of the 2006 Certificates of Participation. General Fund reserves were used to fund the redemption of the bonds. As of June 30, 2015, the City of Aliso Viejo has no outstanding debt obligations.

LEGAL DEBT MARGIN

The general laws of the State of California for municipalities provide for a legal debt limit of 15% of grossed assessed valuation. However, this provision was enacted when

Budget Guide

assessed valuation was established based on 25% of market value. Effective with fiscal year 1981-82, taxable property is assessed at 100% of market value. Although the debt limit provision has not been amended by the State since this change, the percentage has been proportionately modified to 3.75% for the purpose of this calculation for consistency with the original intent of the State’s debt limit.

The following chart details the calculation of the City’s Legal Debt Margin.

Computation of Legal Debt Margin				
Fiscal Years Ending 2012 through 2015				
	<u>FY 2011-12</u>	<u>FY 2012-13</u>	<u>FY 2013-14</u>	<u>FY 2014-15</u>
Assessed Valuations:	\$7,511,408,344	\$7,605,524,301	\$7,877,812,008	\$8,440,740,446
Legal Debt Limit - 3.75% of Assessed Valuations	\$281,677,813	\$285,207,161	\$295,417,950	\$316,527,767
Amount of Debt Applicable to Limit	\$7,490,000	\$7,335,000	-0-	-0-
Legal Debt Margin	\$274,187,813	\$277,872,161	\$295,417,950	\$316,527,767

GANN APPROPRIATION LIMIT

The voters of California, during a special election in 1979, approved Article XIII-B of the California State Constitution. Informally known as the “Gann Initiative,” Article XIII-B provides limits regarding the total amount of appropriations in any fiscal year from “the proceeds of taxes.” Every year the City Council adopts an appropriations limit, via resolution, for the proposed fiscal year.

The State Legislature, in 1980, added Section 9710 to the Government Code, providing that the governing body of each local jurisdiction must establish, by resolution, an appropriations limit for the following year. The appropriation limit for any fiscal year was equal to the previous year’s limit, adjusted for population changes and the changes in the US Consumer Price Index (or California per capita personal income, if smaller). The necessary statistical information is provided by the California Department of Finance.

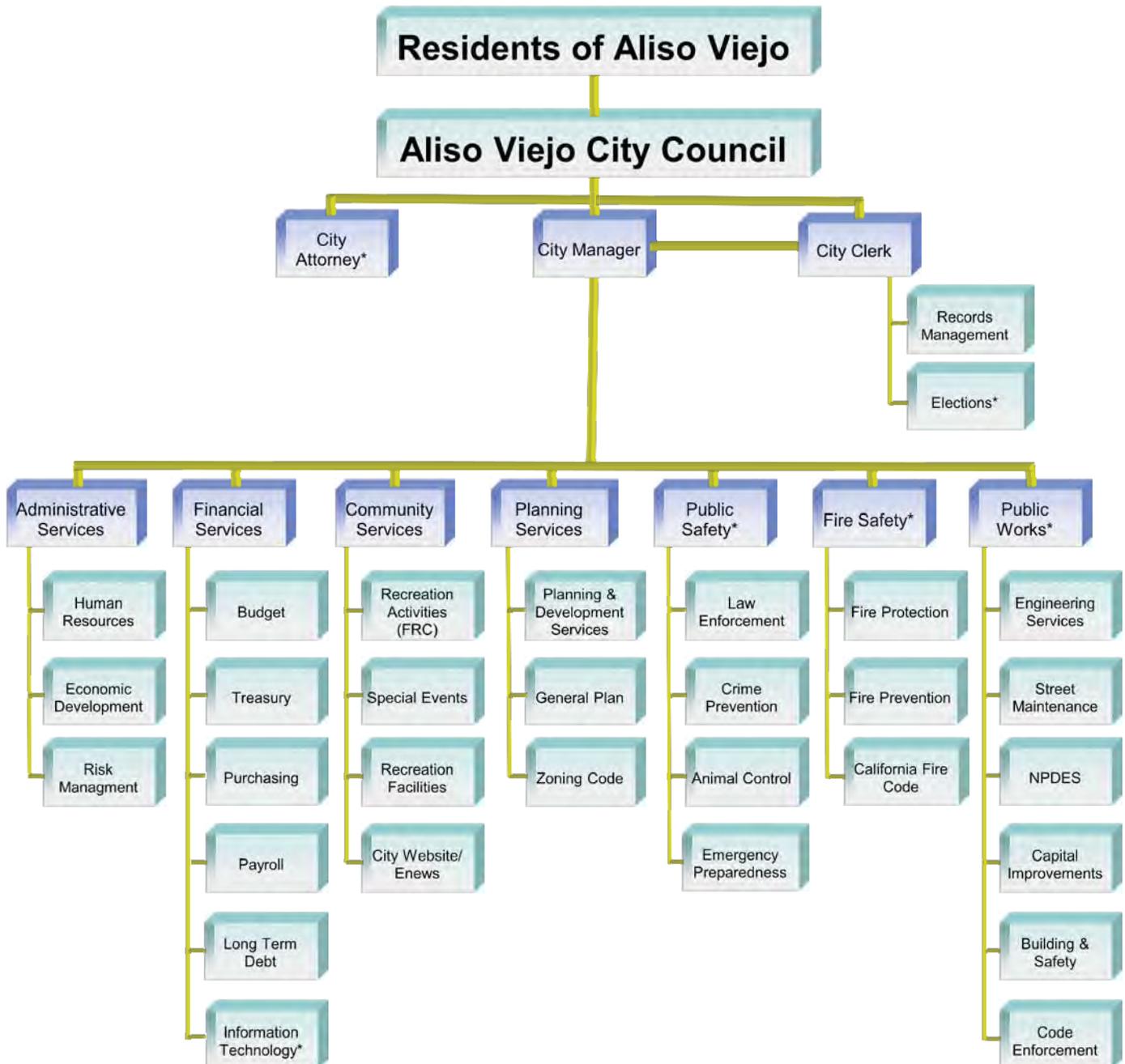
However, the original Article XIII-B (Proposition 4) and its implementing legislation were modified by Proposition 111 and SB 88 by the voters in June 1980. The changes were incorporated into the FY 1990-91 and FY 1991-92 Appropriations Limits. Beginning with the FY 1990-91 Appropriations Limit, a city may choose annual adjustment factors. The adjustment factors include growth in the California Per Capita Income or growth in the non-residential assessed valuation due to construction within the City and the population growth within the county or the city.

Budget Guide

The following chart details the City's Annual Appropriation Limit history.

CITY OF ALISO VIEJO					
ANNUAL APPROPRIATIONS LIMIT					
Fiscal Year		Appropriations Limit	Percentage Change	Subject to Limit	Variance
2001-2002	Base Year	6,002,726	Base Yr.	3,771,367	2,231,359
2002-2003	Adjusted Base	9,774,092	62.83%	8,323,792	1,450,300
2003-2004	Adjusted Base	10,341,870	5.81%	8,399,829	1,942,041
2004-2005	Adjusted Base	10,910,727	5.50%	9,832,043	1,078,684
2004-2005	Actual	10,493,809	-3.82%	9,832,043	661,766
2005-2006	Adjusted Base	12,795,601	21.93%	8,813,169	3,982,432
2006-2007	Adjusted Base	13,334,344	4.21%	11,334,138	2,000,206
2007-2008	Adjusted Base	13,954,603	4.65%	12,032,227	1,922,376
2008-2009	Adjusted Base	14,985,870	7.39%	10,557,513	4,428,357
2009-2010	Actual	18,492,058	23.40%	9,526,525	8,965,533
2010-2011	Actual	18,215,199	-1.5%	9,402,508	8,812,691
2011-2012	Actual	18,870,328	3.60%	10,031,085	8,839,243
2012-2013	Actual	27,710,088	46.84%	10,115,604	17,594,484
2013-2014	Actual	29,396,830	6.09%	10,609,460	18,787,370
2014-2015	Actual	32,633,003	11.01%	11,522,733	21,110,270

Organization Chart of The City of Aliso Viejo June 30, 2015



* Contract Services

CITY OF ALISO VIEJO

BUDGET PHILOSOPHY AND OPERATING GUIDELINES

1. The City of Aliso Viejo's budget is designed to serve four major purposes:
 - Define **policy** in compliance with legal requirements for General Law cities in the State of California, the Governmental Accounting Standards Board (GASB) financial reporting requirements and auditing standards, and direction of the City Council. Prepare the Budget in conformity with Generally Accepted Accounting Principles using the modified accrual basis of accounting.
 - Provide an **operations guide** for management and staff responsible for fiscal resources.
 - Present the City's **financial plan** for the ensuing fiscal year, itemizing projected resources and estimated appropriations. The financial plan will be developed using strategic multi-year fiscal planning and conservative revenue forecasts.
 - Provide a **communications** document for citizens who wish to understand the operations and costs of City services.
2. The Financial Plan consists of budgets that originate within each department, are consolidated by financial services, and approved by the City Manager prior to submittal to the City Council.
3. The City Manager is responsible for ensuring compliance with the budget authorized by City Council.
4. The City Council has the legal authority to amend the budget at any time during the fiscal year. The City Manager and the Director of Financial Services have the authority to transfer appropriations within department budgets. City Council's approval is required for all budget amendments that result in a change to the adopted budget.
5. Reserves will be evaluated annually for long-term adequacy and use requirements in conjunction with development of the City's financial forecasts. Balances will be maintained at levels that protect the City from future uncertainties.



GOVERNMENT FINANCE OFFICERS ASSOCIATION

*Distinguished
Budget Presentation
Award*

PRESENTED TO

**City of Aliso Viejo
California**

For the Fiscal Year Beginning

July 1, 2014

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Executive Director

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**CITY
RESOURCES
AND
APPROPRIATIONS
SUMMARY**

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CITY OF ALISO VIEJO
SUMMARY OF FUND BALANCE
FY 2015-2016

Fund	2011-2012 Actual	2012-2013 Actual	2013-2014 Actual	2014-2015 Adopted Budget	2014-2015 Mid-Year Budget	2015-2016 Draft Budget
101 General Fund	24,424,794	25,902,841	20,158,246	20,630,976	20,787,691	21,520,421
203 Gas Tax	1,879,939	1,357,622	1,309,252	703,627	821,352	777,092
204 Measure M	819,974	1,225,932	1,247,912	1,141,087	1,023,712	120,222
215 Public Safety Grants	48,733	57,694	84,886	109,131	17,231	29,386
221 AQMD Air Quality	657,840	717,632	741,122	161,337	133,337	196,237
225 Integrated Waste Management	34,540	31,247	29,462	27,787	12,787	4,087
231 Other Grants	613,206	203,649	182,160	182,160	182,160	182,160
241 Technology Grant	572,416	540,134	519,386	505,986	328,986	315,586
245 Development Impact	7,280,597	7,387,912	8,144,311	7,940,271	8,119,271	7,459,396
251 Federal Grant	-	-	-	-	-	-
260 Conference Center	6,679	766	-	-	-	1,190
261 Aquatic Center	2,064	933	-	-	-	-
311 Street Improvements	-	-	-	-	-	-
331 Capital Improvements	-	-	-	-	-	-
332 Storm Water	-	-	-	-	-	-
Sub-Total	36,340,785	37,426,362	32,416,737	31,402,362	31,426,527	30,605,777
Long Term Financing	2,138,855	1,178,096	8,617	8,617	8,622	8,622
Sub-Total	2,138,855	1,178,096	8,617	8,617	8,622	8,622
Total City Fund Balance	38,479,638	38,604,460	32,425,353	31,410,978	31,435,149	30,614,399

CITY OF ALISO VIEJO
CONSOLIDATED FUNDS RESERVES
FY 2015-2016

	2011-2012 Actual	2012-2013 Actual	2013-2014 Actual	2014-2015 Adopted Budget	2014-2015 Mid-Year Budget	2015-2016 Draft Budget
FUND BALANCE						
Non Spendable:	90,624	161,592	141,607	-	-	-
Restricted for:						
Special Revenue Funds	11,858,515	11,458,828	12,173,605	10,662,255	10,621,605	9,055,970
Public Safety	48,733	57,694	84,886	109,131	17,231	29,386
Long Term Financing	2,138,855	1,178,096	8,617	8,617	8,622	8,622
Assigned to:						
Contingency Reserves	4,693,673	4,000,331	4,127,631	4,357,859	4,365,689	4,547,723
Self-Insurance/Benefit Obligations	471,450	570,000	570,000	570,000	570,000	581,400
Asset Replacement	8,288,000	8,657,715	9,065,735	9,085,215	9,493,715	10,043,715
Long Term Debt	5,000,000	7,335,000	-	-	-	-
Asset Replacement	-	-	262,000	262,000	262,000	-
Emergencies & Unanticipated CIP Projects	2,500,000	500,000	1,500,000	1,500,000	1,500,000	1,000,000
Unassigned:	3,389,790	4,685,204	4,491,273	4,855,902	4,596,287	5,347,584
Total Fund Balance	38,479,638	38,604,460	32,425,353	31,410,978	31,435,149	30,614,399

CITY OF ALISO VIEJO
CONSOLIDATED SUMMARY OF RESOURCES & APPROPRIATIONS
FY 2015-2016

	2011-2012 Actual	2012-2013 Actual	2013-2014 Actual	2014-2015 Adopted Budget	2014-2015 Mid-Year Budget	2015-2016 Draft Budget
RESOURCES						
Property Tax	5,995,738	6,411,180	6,475,260	6,718,715	6,803,715	6,975,220
Sales Tax	4,180,372	4,685,598	4,814,561	4,720,800	4,770,700	4,877,000
Franchise Tax	1,479,665	1,487,395	1,511,449	1,501,000	1,502,000	1,567,000
Transient Occupancy Tax	711,136	780,075	862,294	835,000	850,000	900,000
Development Impact	1,731,352	355,137	992,783	665,960	753,460	245,125
Permits & Charges for Services	850,791	750,277	674,042	672,300	667,094	867,400
Fines and Forfeitures	392,231	327,174	271,644	230,000	280,000	340,000
Rev-Use of Money & Property	1,183,875	1,066,834	1,180,990	1,207,030	1,145,980	1,398,390
Intergovernmental Revenue	3,230,923	2,032,927	2,809,109	2,127,300	2,153,750	2,827,575
Other Revenue	116,089	73,224	48,369	22,410	44,780	75,250
Total Estimated Resources	19,872,172	17,969,821	19,640,501	18,700,515	18,971,479	20,072,960
APPROPRIATIONS						
Administration & Support	2,149,989	2,502,453	2,610,641	2,888,770	3,106,815	2,856,235
City Hall	149,147	148,081	152,573	168,300	173,200	175,940
Community Services	747,462	785,514	885,486	928,590	940,755	961,725
Building & Safety	563,774	502,298	489,030	506,000	509,700	655,000
Public Works	2,062,876	2,124,419	2,048,980	2,267,700	2,235,100	2,350,200
Public Safety	6,640,087	6,651,838	7,014,725	7,557,490	7,708,145	8,190,895
City Facilities	1,110,736	1,141,721	1,264,538	1,380,045	1,265,610	1,717,335
Capital Improvement Projects	4,905,497	2,354,876	2,573,135	2,833,550	2,723,050	2,947,850
Community Development	1,060,859	1,119,735	1,093,912	1,184,445	1,299,310	1,038,530
Long Term Financing	517,765	514,065	7,686,590	-	-	-
Total Appropriations	19,908,191	17,845,000	25,819,608	19,714,890	19,961,685	20,893,710
NET CHANGE IN FUND BALANCE	(36,019)	124,821	(6,179,108)	(1,014,375)	(990,206)	(820,750)
Beginning Fund Balance	38,515,655	38,479,638	38,604,460	32,425,353	32,425,353	31,435,149
PROJECTED ENDING FUND BALANCE	38,479,638	38,604,460	32,425,353	31,410,978	31,435,149	30,614,399

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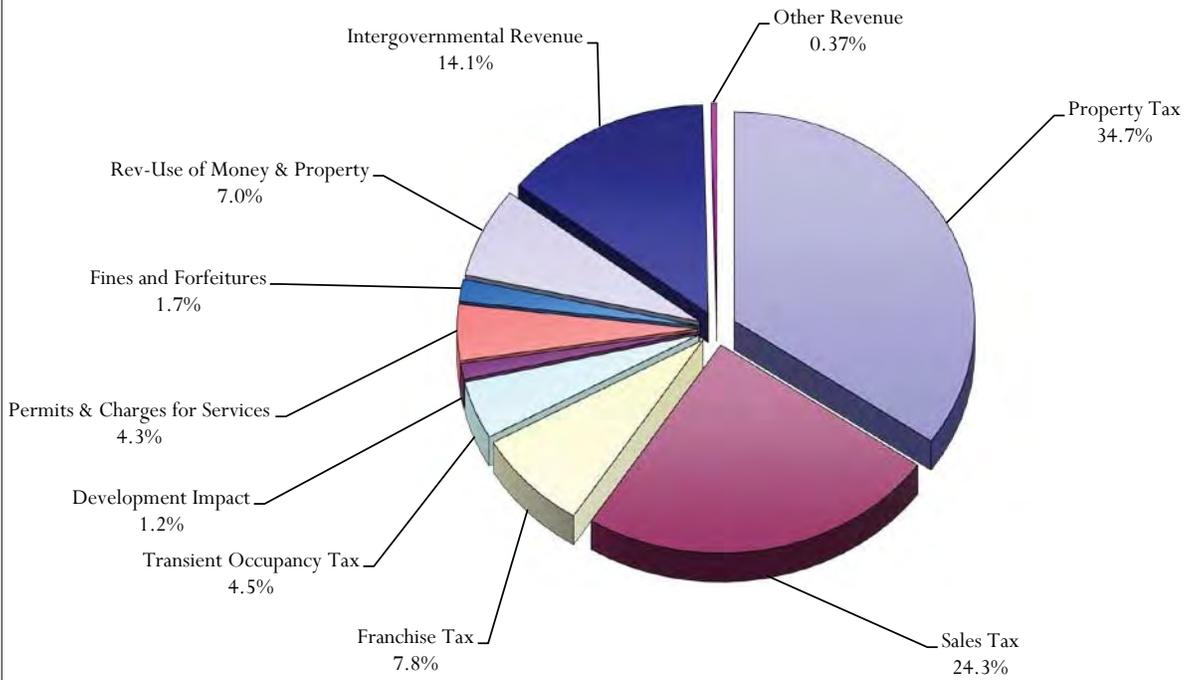
CITY OF ALISO VIEJO
SUMMARY OF RESOURCES & APPROPRIATIONS BY FUND
FY 2015-2016

	2011-2012 Actual	2012-2013 Actual	2013-2014 Actual	2014-2015 Adopted Budget	2014-2015 Mid-Year Budget	2015-2016 Draft Budget
RESOURCES¹						
101 General Fund	14,066,957	14,812,483	14,893,560	14,998,925	15,181,740	15,891,805
202 Traffic Congestion Relief	-	-	-	-	-	-
203 Gas Tax	1,357,024	1,116,805	1,552,451	1,233,375	1,267,200	1,061,740
204 Measure M	602,124	749,395	802,350	668,825	651,450	1,266,360
215 Public Safety Grants	103,323	100,065	103,319	100,100	110,100	100,100
221 AQMD Air Quality	62,807	59,792	63,336	61,900	61,900	62,900
225 Integrated Waste Management	13,366	13,416	13,262	13,325	13,325	13,300
231 Other Grants	600,103	-	282,424	56,950	56,950	-
241 Technology Grant	-	3,300	6,600	6,600	6,600	6,600
245 Development Impact	1,731,352	355,137	992,783	665,960	753,460	245,125
251 Federal Grant	506,174	897	-	-	-	189,680
260 City Facilities	1,162,407	1,134,678	1,262,838	1,380,045	1,265,610	1,718,525
Total Resources	20,205,638	18,345,968	19,972,923	19,186,005	19,368,335	20,556,135
APPROPRIATIONS¹						
101 General Fund	13,147,910	13,334,436	13,642,194	14,526,195	14,552,295	15,159,075
202 Traffic Congestion Relief	2	-	-	-	-	-
203 Gas Tax	1,629,718	1,639,122	1,600,821	1,839,000	1,755,100	1,106,000
204 Measure M	830,806	343,436	780,370	775,650	875,650	2,169,850
215 Public Safety Grants	124,259	91,104	76,126	75,855	177,755	87,945
221 AQMD Air Quality	-	-	39,847	641,685	669,685	-
225 Integrated Waste Management	9,980	16,709	15,048	15,000	30,000	22,000
231 Other Grants	860	409,557	303,914	56,950	56,950	-
241 Technology Grant	12,875	35,582	27,348	20,000	197,000	20,000
245 Development Impact	974,671	247,822	236,385	870,000	778,500	905,000
251 Federal Grant	507,241	897	-	-	-	189,680
260 City Facilities	1,110,736	1,141,721	1,264,538	1,380,045	1,265,610	1,717,335
Total Appropriations	18,349,058	17,260,386	17,986,590	20,200,380	20,358,545	21,376,885
NET CHANGE IN FUND BALANCE	1,856,580	1,085,582	1,986,333	(1,014,375)	(990,205)	(820,750)
Beginning Fund Balance	38,515,655	38,479,638	38,604,461	32,425,353	32,425,353	31,435,149
Long Term Financing	(1,892,599)	(960,760)	(8,165,441)	-	-	-
PROJECTED ENDING FUND BALANCE	38,479,638	38,604,461	32,425,353	31,410,978	31,435,149	30,614,399

¹ Data includes interfund transfers.

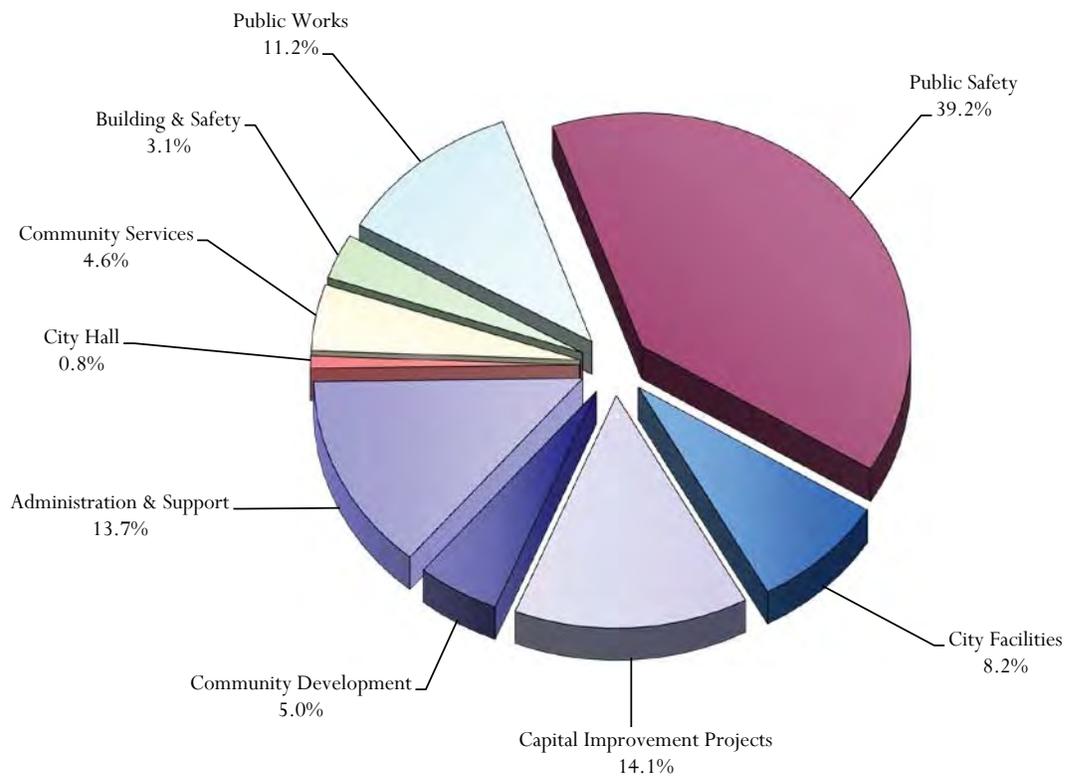
Total City Resources

FY 2015-2016

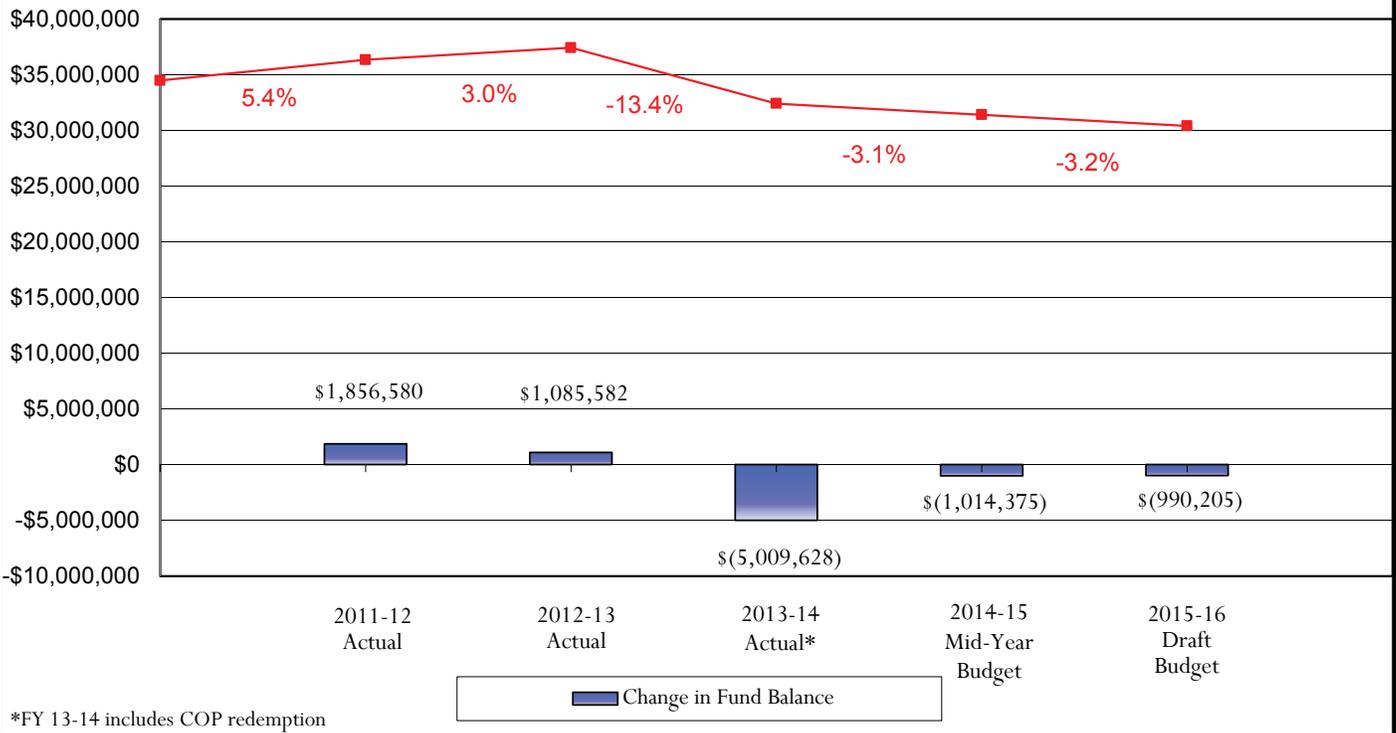


Total City Appropriations

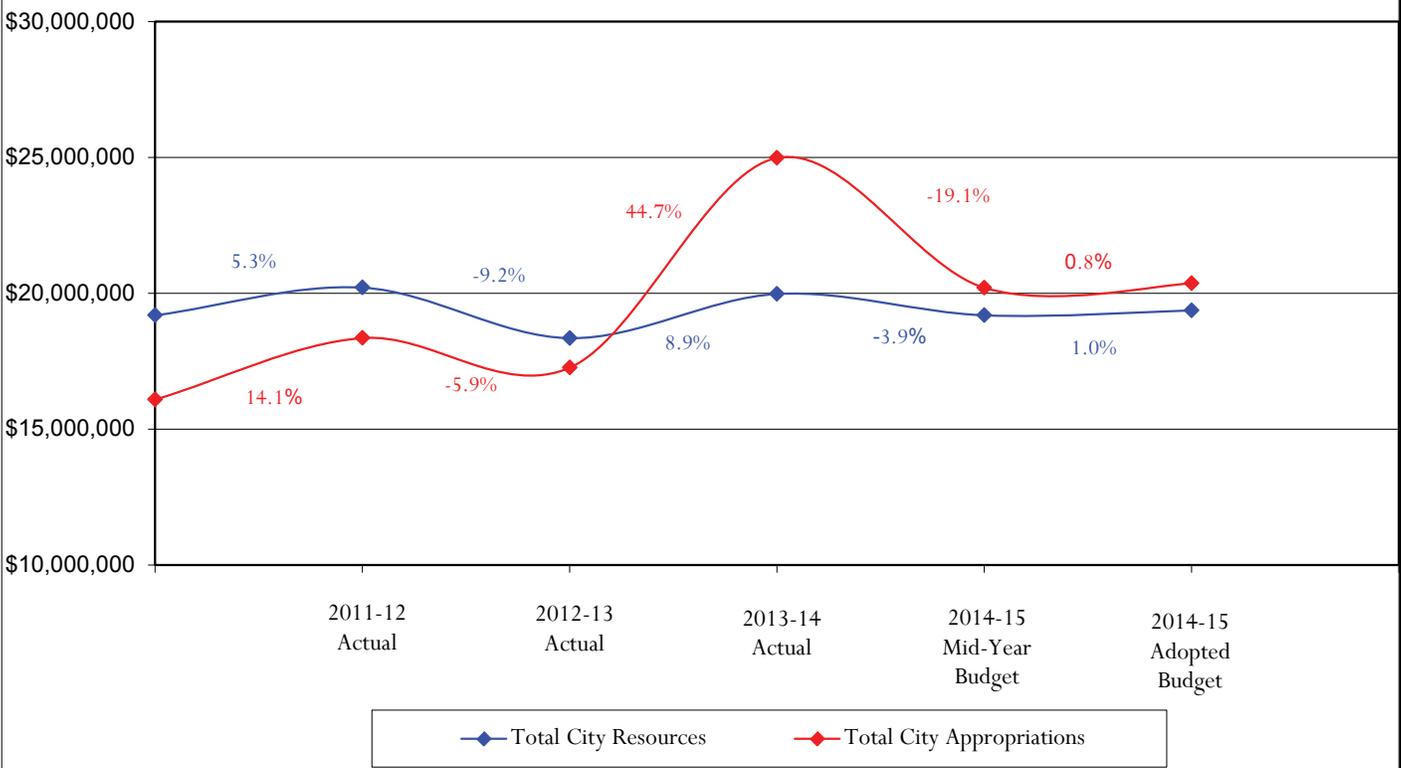
FY 2015-2016



Total City Fund Balance FY 2015-2016



Total City Resources & Appropriations FY 2015-16



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**GENERAL FUND
BUDGET
SUMMARY**

CITY OF ALISO VIEJO
GENERAL FUND RESERVES
FY 2015-2016

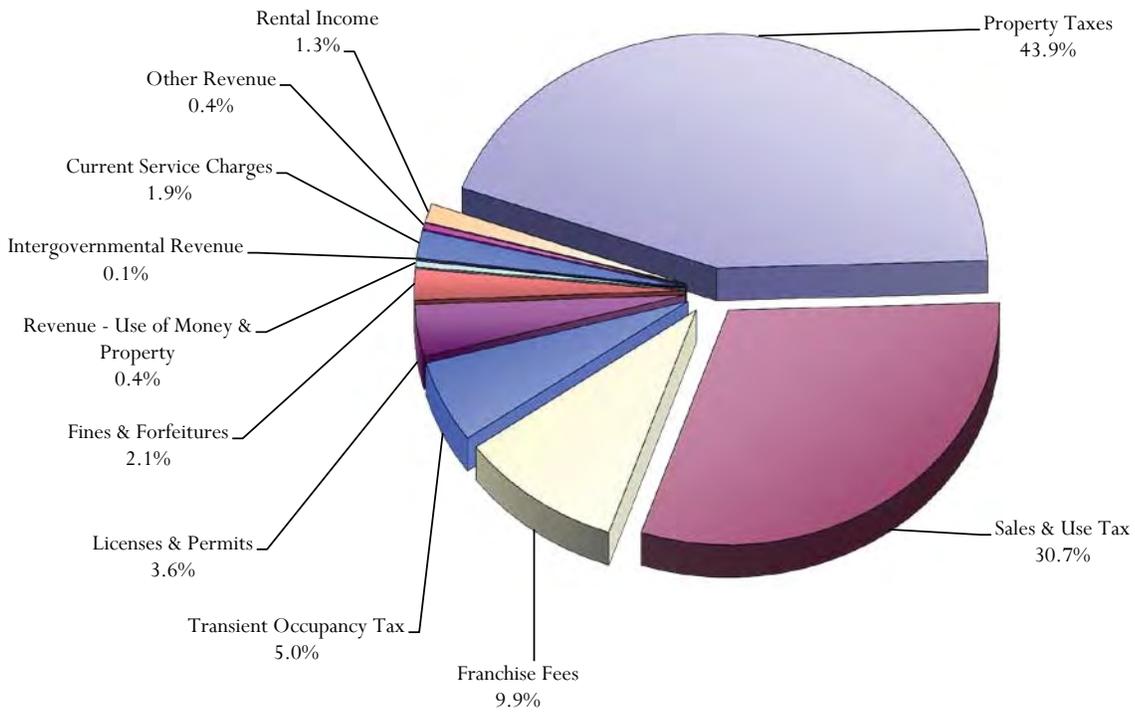
	2011-2012 Actual	2012-2013 Actual	2013-2014 Actual	2014-2015 Adopted Budget	2014-2015 Mid-Year Budget	2015-2016 Draft Budget
FUND BALANCE						
Non Spendable:	86,492	130,620	111,045	-	-	-
Assigned to:						
Contingency Reserves	4,693,673	4,000,331	4,127,631	4,357,859	4,365,689	4,547,723
Self-Insurance/Benefit Obligations	471,450	570,000	570,000	570,000	570,000	581,400
Asset Replacement	8,288,000	8,657,715	9,065,735	9,085,215	9,493,715	10,043,715
Long Term Debt	5,000,000	7,335,000	-	-	-	-
800 MHZ replacement and upgrade	-	-	262,000	262,000	262,000	-
Emergencies & Unanticipated CIP Projects	2,500,000	500,000	1,500,000	1,500,000	1,500,000	1,000,000
Unassigned:						
Unassigned General Fund	3,385,179	4,709,175	4,521,835	4,855,902	4,596,287	5,347,584
Total Fund Balance	24,424,794	25,902,841	20,158,246	20,630,976	20,787,691	21,520,421

CITY OF ALISO VIEJO
SUMMARY OF GENERAL FUND RESOURCES & APPROPRIATIONS
FY 2015-2016

	2011-2012 Actual	2012-2013 Actual	2013-2014 Actual	2014-2015 Adopted Budget	2014-2015 Mid-Year Budget	2015-2016 Draft Budget
RESOURCES						
Taxes	12,367,051	13,364,354	13,663,703	13,775,665	13,926,565	14,319,370
Licenses & Permits	493,122	482,730	377,459	454,750	463,915	567,890
Fines and Forfeitures	392,231	327,174	271,644	230,000	280,000	340,000
Rev-Use of Money & Property	104,969	69,260	72,178	95,250	60,000	67,000
Intergovernmental Revenue	7,970	41,961	33,494	13,560	34,030	12,500
Current Services Charges	357,944	267,694	296,641	217,700	203,229	299,560
Other Revenue	107,704	31,011	14,677	8,550	10,550	62,550
Interfund Transfers In	1,170	-	-	-	-	17,830
General Fund Sub-Total	13,832,161	14,584,184	14,729,796	14,795,475	14,978,289	15,686,700
Rental Income	234,796	228,299	163,764	203,450	203,450	205,105
Rental Income Sub-Total	234,796	228,299	163,764	203,450	203,450	205,105
Total Resources	14,066,957	14,812,482	14,893,561	14,998,925	15,181,740	15,891,805
APPROPRIATIONS						
Administration & Support	2,137,114	2,466,871	2,583,293	2,868,770	2,909,815	2,836,235
Community Services	747,462	785,514	866,052	904,540	916,705	937,425
Planning	1,060,859	888,892	1,004,912	884,445	977,810	938,530
Building & Safety	563,774	502,298	489,030	506,000	509,700	655,000
Public Works	1,113,172	1,089,986	1,083,707	1,163,700	1,100,000	1,222,200
Public Safety	6,515,828	6,560,734	6,938,599	7,481,635	7,502,390	8,102,950
Interfund Transfers Out	860,555	892,060	124,028	548,805	462,675	290,795
General Fund Sub-Total	12,998,763	13,186,355	13,089,620	14,357,895	14,379,095	14,983,135
City Hall	149,147	148,081	552,573	168,300	173,200	175,940
City Hall Sub-Total	149,147	148,081	552,573	168,300	173,200	175,940
Total Appropriations	13,147,910	13,334,437	13,642,194	14,526,195	14,552,295	15,159,075
NET CHANGE IN FUND BALANCE	919,046	1,478,045	1,251,368	472,730	629,445	732,730
Beginning Fund Balance	23,505,748	24,424,794	25,902,841	20,158,246	20,158,246	20,787,691
COP Redemption	-	-	(6,995,961)	-	-	-
PROJECTED ENDING FUND BALANCE	24,424,794	25,902,841	20,158,246	20,630,976	20,787,691	21,520,421

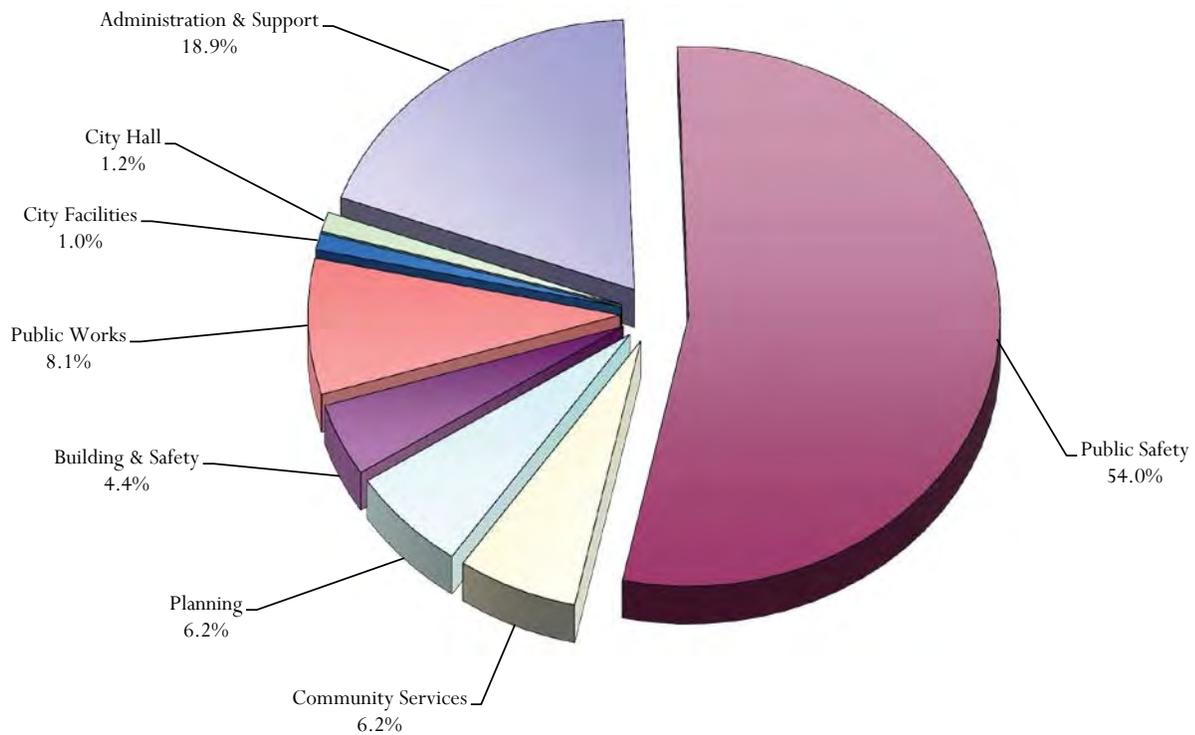
General Fund Resources

FY 2015-16



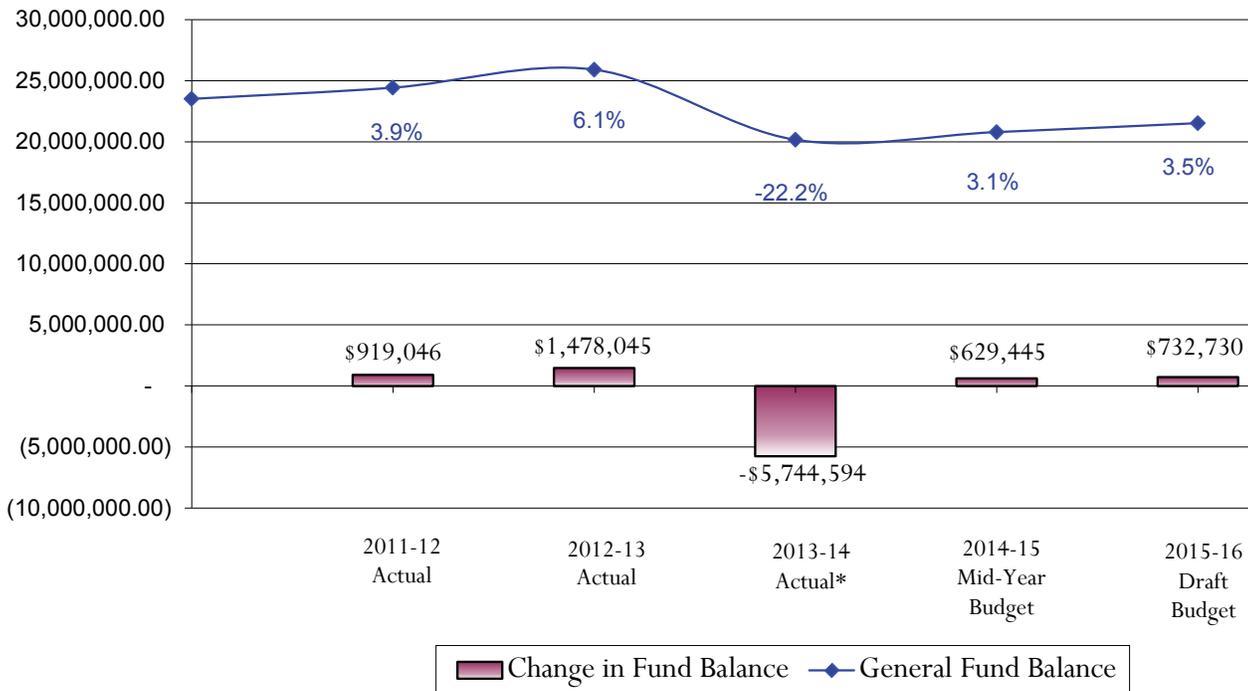
General Fund Appropriations

FY 2015-16



General Fund Balance

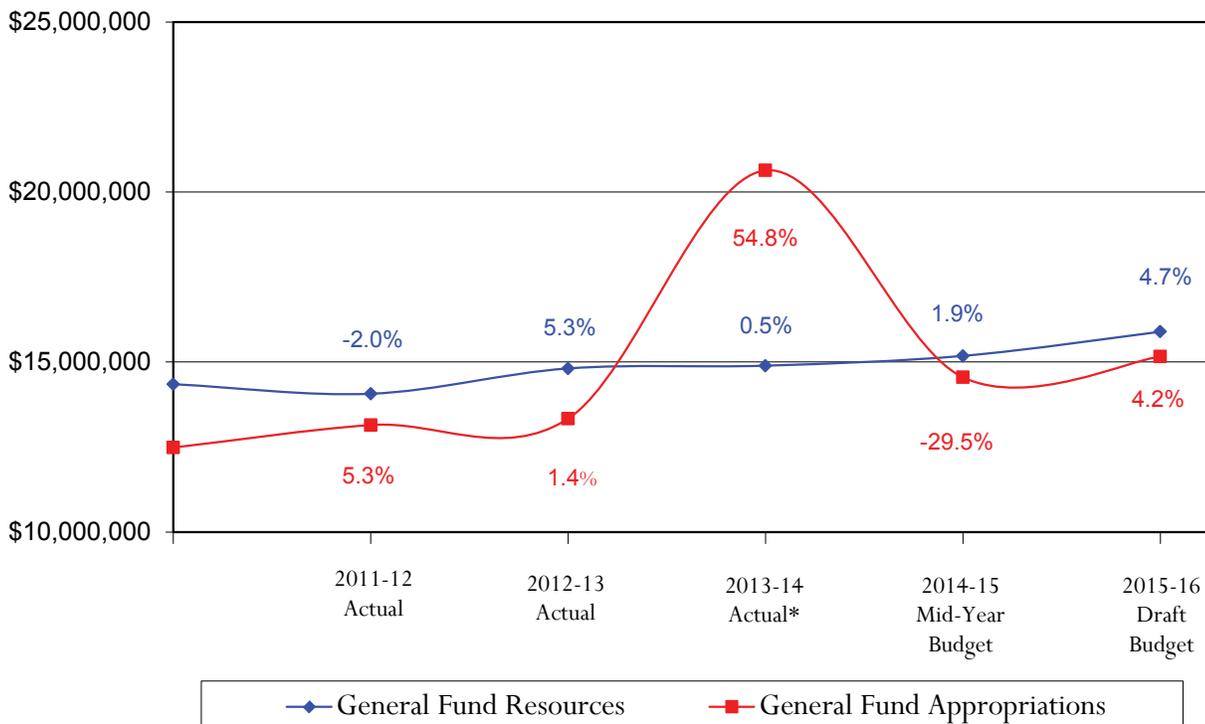
FY 2015-2016



*FY 13-14 includes COP redemption

General Fund Resources & Appropriations

FY 2015-2016



*FY 13-14 includes COP redemption

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CITY OF ALISO VIEJO
GENERAL FUND RESOURCES AND APPROPRIATIONS
FY 2015-2016

	2011-2012 Actual	2012-2013 Actual	2013-2014 Actual	2014-2015 Adopted Budget	2014-2015 Mid-Year Budget	2015-2016 Draft Budget
RESOURCES						
Taxes						
General Property Taxes						
Current Secured	1,772,948	2,084,573	1,925,103	2,050,000	2,100,000	2,142,000
Current Unsecured	75,981	69,832	73,452	85,000	72,000	73,500
Prior Year Property Tax	40,073	37,843	26,570	40,000	30,000	25,000
Supplemental Roll	36,389	77,724	142,590	65,000	58,000	58,000
Misc. Property Taxes	5,529	1,453	1,207	1,000	6,000	6,000
Property Tax In Lieu	3,735,546	3,782,351	3,917,764	4,089,000	4,149,000	4,282,000
Total General Property Taxes	5,666,466	6,053,775	6,086,686	6,330,000	6,415,000	6,586,500
Sales & Use Tax						
General Sales Tax	3,251,892	3,558,376	3,523,767	3,566,800	3,566,800	4,272,000
Sales Tax In Lieu	928,481	1,127,222	1,290,793	1,154,000	1,203,900	605,000
Total Sales & Use Taxes	4,180,372	4,685,598	4,814,561	4,720,800	4,770,700	4,877,000
Franchise Fees						
Franchise - Electric	357,300	375,654	389,146	380,000	380,000	410,000
Franchise - Gas	83,198	64,296	82,797	82,000	82,000	82,000
Franchise - Cable TV	838,399	842,500	837,194	835,000	835,000	870,000
Franchise - Waste Collection	200,769	204,945	202,313	204,000	205,000	205,000
Franchise - Other	-	-	-	-	-	-
Total Franchise Fees	1,479,665	1,487,395	1,511,449	1,501,000	1,502,000	1,567,000
Other Taxes						
Real Property Transfer Tax	280,494	309,361	338,713	340,000	340,000	340,000
County Fire Tax Credit	139	105	140	150	150	150
Public Utility Tax	32,112	31,954	34,238	32,000	32,000	32,000
Homeowner Prop Tax Relief	16,667	16,091	15,622	16,715	16,715	16,720
Transient Occupancy Tax	711,136	780,075	862,294	835,000	850,000	900,000
Total Other Taxes	1,040,548	1,137,586	1,251,007	1,223,865	1,238,865	1,288,870
Total Taxes	12,367,051	13,364,354	13,663,703	13,775,665	13,926,565	14,319,370
Licenses & Permits						
Construction Permits						
Building Permits	335,626	300,615	192,268	300,750	280,750	400,000
Electrical Permits	36,292	28,642	10,777	25,000	20,000	18,000
Plumbing Permits	33,454	54,704	86,100	50,000	80,000	65,000
Mechanical Permits	22,765	21,078	13,696	16,000	21,000	17,000
Grading Permits	-	-	-	-	-	-
C & D Permits	6,480	7,740	7,920	7,000	7,000	7,000
Sign Permits	1,735	2,490	-	1,000	-	-
Use Permit	9,127	15,589	12,429	8,000	12,000	12,720

CITY OF ALISO VIEJO
GENERAL FUND RESOURCES AND APPROPRIATIONS
FY 2015-2016

	2011-2012 Actual	2012-2013 Actual	2013-2014 Actual	2014-2015 Adopted Budget	2014-2015 Mid-Year Budget	2015-2016 Draft Budget
Issuance Fee	28,154	33,083	34,712	30,000	30,000	30,000
Massage License Fees	-	165	165	-	165	170
Water Quality	19,488	18,624	19,392	17,000	13,000	18,000
Total Construction Permits	493,122	482,730	377,459	454,750	463,915	567,890
Total Licenses & Permits	493,122	482,730	377,459	454,750	463,915	567,890
Fines & Forfeitures						
<u>Vehicle Code Fines</u>						
Vehicle Code Fines	212,104	215,987	135,189	130,000	130,000	140,000
Total Vehicle Code Fines	212,104	215,987	135,189	130,000	130,000	140,000
<u>Other Fines & Forfeitures</u>						
Other Fines & Forfeitures	22,519	5,424	-	-	-	-
Parking Citations	157,608	105,763	136,455	100,000	150,000	200,000
Total Other Fines & Forfeitures	180,127	111,187	136,455	100,000	150,000	200,000
Total Fines & Forfeiture	392,231	327,174	271,644	230,000	280,000	340,000
Revenue-Use of Money & Property						
<u>Investment Earnings</u>						
Investment Earnings	99,060	63,435	66,373	89,250	55,000	60,000
Total Investment Earnings	99,060	63,435	66,373	89,250	55,000	60,000
<u>Rents & Concessions</u>						
Rent-Iglesia Park	-	-	-	-	-	1,000
Program Revenue	5,908	5,825	5,805	6,000	5,000	6,000
Total Rents & Concessions	5,908	5,825	5,805	6,000	5,000	7,000
Total Rev-Use of Money & Property	104,969	69,260	72,178	95,250	60,000	67,000
Intergovernmental Revenues						
<u>State Shared Taxes</u>						
Motor Vehicle License Fee	-	25,112	20,990	-	20,470	-
State Mandated Reimburse	7,970	16,849	12,504	13,560	13,560	12,500
Total State Shared Taxes	7,970	41,961	33,494	13,560	34,030	12,500
Total Intergovernmental Revenues	7,970	41,961	33,494	13,560	34,030	12,500
Current Services Charges						
<u>General Govt. Charges</u>						
Sales of Publications	275	147	58	150	50	50
Total General Govt. Charges	275	147	58	150	50	50
<u>Engineering Charges</u>						
Misc. Engineering Fees	-	-	-	-	129	-
Transportation Permit	994	830	404	500	850	750
Encroachment Permit	4,911	6,086	5,739	6,000	6,000	6,000
Storm Water Permit	19,776	19,776	19,584	19,800	19,800	19,000
Total Engineering Charges	25,681	26,692	25,727	26,300	26,779	25,750

CITY OF ALISO VIEJO
GENERAL FUND RESOURCES AND APPROPRIATIONS
FY 2015-2016

	2011-2012 Actual	2012-2013 Actual	2013-2014 Actual	2014-2015 Adopted Budget	2014-2015 Mid-Year Budget	2015-2016 Draft Budget
<u>Planning & Zoning Charges</u>						
Planning Fees	15,201	20,724	16,699	12,500	12,500	13,250
Site Plan Review	800	2,000	1,000	1,000	500	530
General Plan	74,199	61,401	38,679	60,125	55,125	58,430
Housing Administration	52,070	36,918	11,775	7,850	-	7,000
Special Events Fees	758	1,137	190	500	-	1,000
Misc. Planning Fees	463	73	190	-	-	150
Total Planning & Zoning Charges	143,491	122,253	68,532	81,975	68,125	80,360
<u>Building Regulation Charges</u>						
Building Plan Check Fees	174,925	105,412	189,784	95,000	90,000	180,000
SMIP	369	236	103	50	50	50
Building Standard Fee (CBSC)	228	180	95	150	150	150
Microfilm	12,875	12,532	12,243	13,875	17,875	13,000
Code Enforcement Citations	100	242	100	200	200	200
Total Building Regulation Charges	188,497	118,602	202,324	109,275	108,275	193,400
Total Current Services Charges	357,944	267,694	296,641	217,700	203,229	299,560
Other Revenue						
<u>Miscellaneous Revenues</u>						
Miscellaneous Revenue	101,874	29,184	4,437	7,500	7,500	45,000
Administrative Revenue	5,705	1,827	10,115	1,000	3,000	17,500
Returned Check Charges	125	-	125	50	50	50
Total Miscellaneous Revenues	107,704	31,011	14,677	8,550	10,550	62,550
Total Other Revenue	107,704	31,011	14,677	8,550	10,550	62,550
City Hall						
<u>Revenue-Use of Money & Property</u>						
Rent-City Hall Lease	234,796	228,299	163,764	203,450	203,450	205,105
Total Rev-Use of Money & Property	234,796	228,299	163,764	203,450	203,450	205,105
Total City Hall	234,796	228,299	163,764	203,450	203,450	205,105
Transfers In						
<u>Interfund Transfers</u>						
Interfund Transfers	1,170	-	-	-	-	17,830
Total Interfund Transfers	1,170	-	-	-	-	17,830
Total Transfers In	1,170	-	-	-	-	17,830
TOTAL RESOURCES	14,066,957	14,812,483	14,893,560	14,998,925	15,181,739	15,891,805

CITY OF ALISO VIEJO
GENERAL FUND RESOURCES AND APPROPRIATIONS
FY 2015-2016

	2011-2012 Actual	2012-2013 Actual	2013-2014 Actual	2014-2015 Adopted Budget	2014-2015 Mid-Year Budget	2015-2016 Draft Budget
APPROPRIATIONS						
Administrative Services						
<u>City Council</u>						
Professional & Technical Services	124,157	132,090	133,411	141,135	141,135	140,550
Other Services	5,919	10,546	8,698	13,470	14,845	15,430
Total City Council	130,076	142,636	142,108	154,605	155,980	155,980
<u>City Manager</u>						
Personnel-Wages & Benefits	592,482	615,863	518,334	673,585	677,510	701,515
Professional & Technical Services	1,428	-	136,190	4,000	4,000	4,000
Other Services	6,498	8,150	26,286	12,270	11,270	16,075
Supplies	1,395	1,368	1,434	1,900	1,900	2,100
Total City Manager	601,802	625,381	682,244	691,755	694,680	723,690
<u>Economic Development</u>						
Professional & Technical Services	13,559	49,389	56,903	90,950	90,950	90,000
Other Services	7,836	5,100	25,172	30,000	30,000	35,000
Total Economic Development	21,395	54,489	82,075	120,950	120,950	125,000
<u>City Clerk</u>						
Personnel-Wages & Benefits	159,818	167,670	172,419	174,970	167,615	160,970
Professional & Technical Services	9,480	9,478	14,099	12,890	12,890	12,890
Other Services	5,862	26,381	2,792	38,600	38,600	5,050
Supplies	1,789	1,864	1,384	2,000	2,000	2,000
Contract Services	9,454	6,477	2,654	3,500	3,500	3,500
Total City Clerk	186,403	211,870	193,349	231,960	224,605	184,410
<u>City Attorney</u>						
Professional & Technical Services	235,587	243,097	236,553	268,000	268,000	268,000
Other Services	108,061	179,047	205,531	96,500	149,000	149,000
Total City Attorney	343,648	422,144	442,084	364,500	417,000	417,000
<u>Finance</u>						
Personnel-Wages & Benefits	361,889	380,896	426,130	523,370	495,785	521,425
Professional & Technical Services	81,085	88,502	86,027	128,980	155,465	91,180
Other Services	6,822	5,250	4,186	7,840	7,840	8,410
Supplies	1,572	2,265	1,837	1,500	2,600	2,600
Total Finance	451,369	476,913	518,180	661,690	661,690	623,615
<u>Non-Departmental</u>						
Professional & Technical Services	164,789	207,746	219,154	260,135	272,635	247,385
Operating Expenditures	87,435	94,952	86,479	147,960	162,060	130,440
Other Services	140,342	215,438	200,604	215,715	167,115	205,215
Supplies	9,854	15,302	17,016	19,500	33,100	23,500
Total Non-Departmental	402,421	533,438	523,254	643,310	634,910	606,540
Total Administrative Services	2,137,114	2,466,871	2,583,293	2,868,770	2,909,815	2,836,235

CITY OF ALISO VIEJO
GENERAL FUND RESOURCES AND APPROPRIATIONS
FY 2015-2016

	2011-2012 Actual	2012-2013 Actual	2013-2014 Actual	2014-2015 Adopted Budget	2014-2015 Mid-Year Budget	2015-2016 Draft Budget
Community Services						
<u>Community Services Administration</u>						
Personnel-Wages & Benefits	320,305	333,206	359,978	388,005	389,080	376,470
Other Services	184,785	231,530	277,773	245,875	238,175	242,680
Supplies	34,621	14,869	23,023	56,500	61,500	69,140
Total Community Services Administration	539,711	579,605	660,774	690,380	688,755	688,290
<u>Iglesia Park</u>						
Operating Expenditures	83,515	77,421	75,848	84,085	92,085	95,525
Total Iglesia Park	83,515	77,421	75,848	84,085	92,085	95,525
<u>Iglesia Building</u>						
Professional & Technical Services	2,825	2,789	3,107	3,560	3,560	3,560
Operating Expenditures	21,411	25,699	26,323	26,515	32,305	32,845
Total Iglesia Building	24,235	28,488	29,430	30,075	35,865	36,405
<u>Family Resource Center</u>						
Personnel-Wages & Benefits	-	-	-	-	-	12,205
Other Services	100,000	100,000	100,000	100,000	100,000	105,000
Total Family Resource Center	100,000	100,000	100,000	100,000	100,000	117,205
Total Community Services	747,462	785,514	866,052	904,540	916,705	937,425
Planning Services						
<u>Planning</u>						
Personnel-Wages & Benefits	437,379	454,139	505,548	549,945	568,310	606,280
Professional & Technical Services	5,325	23,588	8,978	19,500	19,500	20,000
Other Services	8,018	66,536	222,407	203,000	278,000	248,000
Supplies	2,955	2,156	2,720	2,000	2,000	1,750
Contract Services	607,181	342,473	265,259	110,000	110,000	62,500
Total Planning	1,060,859	888,892	1,004,912	884,445	977,810	938,530
Total Planning Services	1,060,859	888,892	1,004,912	884,445	977,810	938,530
Building & Safety						
<u>Building</u>						
Other Services	10,282	6,463	7,079	10,000	10,000	10,000
Supplies	643	502	658	1,000	1,000	1,000
Contract Services	423,618	387,660	368,418	380,000	380,000	524,000
Total Building	434,544	394,625	376,155	391,000	391,000	535,000
<u>Code Enforcement</u>						
Contract Services	129,231	107,673	112,874	115,000	118,700	120,000
Total Code Enforcement	129,231	107,673	112,874	115,000	118,700	120,000
Total Building & Safety	563,774	502,298	489,030	506,000	509,700	655,000

CITY OF ALISO VIEJO
GENERAL FUND RESOURCES AND APPROPRIATIONS
FY 2015-2016

	2011-2012 Actual	2012-2013 Actual	2013-2014 Actual	2014-2015 Adopted Budget	2014-2015 Mid-Year Budget	2015-2016 Draft Budget
Public Works						
<u>Engineering (General)</u>						
Professional & Technical Services	23,900	22,600	30,394	30,650	30,650	31,000
Other Services	117,285	145,947	141,731	178,500	118,500	221,150
Supplies	675	460	818	1,250	1,250	1,250
Contract Services	571,309	519,351	508,742	543,500	539,800	559,000
Total Engineering (General)	713,169	688,358	681,685	753,900	690,200	812,400
<u>Traffic Engineering</u>						
Contract Services	24,121	18,931	15,961	20,000	20,000	20,000
Total Traffic Engineering	24,121	18,931	15,961	20,000	20,000	20,000
<u>Street Maintenance</u>						
Contract Services	375,883	382,697	386,062	389,800	389,800	389,800
Total Street Maintenance	375,883	382,697	386,062	389,800	389,800	389,800
Total Public Works	1,113,172	1,089,986	1,083,707	1,163,700	1,100,000	1,222,200
Public Safety						
<u>Law Enforcement-Contract</u>						
Professional & Technical Services	6,141,511	6,162,062	6,493,575	6,992,915	6,992,915	7,589,195
Total Law Enforcement-Contract	6,141,511	6,162,062	6,493,575	6,992,915	6,992,915	7,589,195
<u>Law Enforcement-Other</u>						
Operating Expenditures	14,109	13,205	11,346	16,990	16,990	19,835
Other Services	18,860	16,155	15,499	19,000	19,000	19,000
Supplies	8,984	9,592	12,102	10,000	15,000	15,000
Contract Services	100,486	109,745	124,036	154,630	155,665	151,110
Total Law Enforcement-Other	142,438	148,697	162,984	200,620	206,655	204,945
<u>Crime Prevention</u>						
Operating Expenditures	1,020	1,020	1,045	1,050	3,000	4,140
Other Services	1,733	1,295	65	3,970	3,970	3,970
Supplies	5,279	5,917	5,644	4,980	4,980	5,700
Total Crime Prevention	8,032	8,232	6,754	10,000	11,950	13,810
<u>Animal Control</u>						
Contract Services	220,000	238,782	276,740	275,100	287,870	290,000
Total Animal Control	220,000	238,782	276,740	275,100	287,870	290,000
<u>Emergency Operations Center</u>						
Supplies	3,847	2,961	(1,455)	3,000	3,000	5,000
Total Emergency Operations Center	3,847	2,961	(1,455)	3,000	3,000	5,000
Total Public Safety	6,515,828	6,560,734	6,938,599	7,481,635	7,502,390	8,102,950

CITY OF ALISO VIEJO
GENERAL FUND RESOURCES AND APPROPRIATIONS
FY 2015-2016

	2011-2012 Actual	2012-2013 Actual	2013-2014 Actual	2014-2015 Adopted Budget	2014-2015 Mid-Year Budget	2015-2016 Draft Budget
Transfers Out						
<u>Capital Improvements</u>						
Project Expenses	-	-	-	-	-	-
Total Capital Improvements	-	-	-	-	-	-
<u>Transfers Out</u>						
Transfers Out	860,555	892,060	124,028	548,805	462,675	290,795
Total Transfers Out	860,555	892,060	124,028	548,805	462,675	290,795
Total Transfers Out	860,555	892,060	124,028	548,805	462,675	290,795
City Hall						
<u>City Hall</u>						
Professional & Technical Services	19,128	19,822	22,068	21,190	20,290	21,270
Operating Expenditures	111,112	110,724	112,272	130,910	136,710	134,470
Capital Outlay	18,906	17,535	18,234	16,200	16,200	20,200
Total City Hall	149,147	148,081	152,573	168,300	173,200	175,940
<u>Transfers Out</u>						
Transfers Out	-	-	400,000	-	-	-
Total Transfers Out	-	-	400,000	-	-	-
Total City Hall	149,147	148,081	552,573	168,300	173,200	175,940
TOTAL APPROPRIATIONS	13,147,910	13,334,436	13,642,194	14,526,195	14,552,295	15,159,075
Resources over/(under) Appropriations	919,047	1,478,047	1,251,367	472,730	629,445	732,730
Beginning Fund Balance	23,505,746	24,424,794	25,902,841	20,158,246	20,158,246	20,787,691
COP Redemption	-	-	(6,995,961)	-	-	-
Projected Ending Fund Balance	24,424,794	25,902,841	20,158,246	20,630,976	20,787,691	21,520,421

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Budget Detail

ADMINISTRATION AND SUPPORT

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CITY OF ALISO VIEJO

City Council

FY 2015-2016

Description

The City Council is the legislative and policy-making body of the City of Aliso Viejo. Five Council Members are elected at-large for four-year, staggered terms of office. The Council annually elects one of its members to serve as Mayor. The Mayor presides over all Council meetings and is the ceremonial head of the City for official functions.

As Aliso Viejo's elected representatives, the City Council expresses the values of the electorate in keeping pace with viable community needs and for establishing the quality of municipal services. The Council determines service levels and expenditure obligations through the adoption of an annual budget, authorizes City contracts and expenditures, establishes City service and operating policies, and adopts such regulatory measures as may be necessary for the benefit and protection of the community.

Council members also represent the City on various intergovernmental organizations to achieve governmental cooperation, support legislation, and create programs that are consistent with the needs of the community.

Staff Summary

City Council	2011-2012	2012-2013	2013-2014	2014-2015	2015-2016
	Actual	Actual	Actual	Adopted Budget	Draft Budget
Mayor	1	1	1	1	1
Mayor Pro Tem	1	1	1	1	1
City Council Members	3	3	3	3	3
Total City Council	5	5	5	5	5

Administration & Support

CITY OF ALISO VIEJO

City Council

Estimated Expenditures

FY 2015-2016

ESTIMATED EXPENDITURES DETAIL

101-1101

	2011-2012 Actual	2012-2013 Actual	2013-2014 Actual	2014-2015 Adopted Budget	2014-2015 Mid-Year Budget	2015-2016 Draft Budget
PROFESSIONAL & TECH. SERVICES						
4103 City Council Compensation	31,200	31,200	31,200	31,200	31,200	31,200
TOTAL PROFESSIONAL & TECH. SERVICES	31,200	31,200	31,200	31,200	31,200	31,200
PERSONNEL-BENEFITS						
4201 Retirement	4,435	3,737	4,162	4,595	4,595	2,050
4202 FICA/Medicare	1,668	2,438	2,885	2,305	2,305	3,100
4203 State Unemployment/SDI	1,934	1,934	1,798	2,170	2,170	2,170
4206 Medical Insurance	-	8,720	21,823	24,920	21,400	17,850
4207 Dental Insurance	1,869	2,860	4,175	4,410	4,410	3,860
4208 Vision Insurance	324	486	741	815	815	710
4224 Deferred Compensation	82,727	80,715	66,627	70,720	74,240	79,610
TOTAL PERSONNEL-BENEFITS	92,957	100,890	102,211	109,935	109,935	109,350
OTHER SERVICES						
4502 Awards & Recognition	91	58	74	150	1,350	930
4514 Travel	365	-	570	1,600	1,600	1,000
4520 Mtgs/Conf./Trng & Dev.	4,862	9,769	7,454	11,000	11,000	12,600
4521 Membership & Dues	600	719	600	720	720	650
TOTAL OTHER SERVICES	5,919	10,546	8,698	13,470	14,670	15,180
Supplies						
4610 Supplies	-	-	-	-	175	250
TOTAL Supplies	-	-	-	-	175	250
TOTAL CITY COUNCIL	130,076	142,636	142,108	154,605	155,980	155,980

Administration & Support

CITY OF ALISO VIEJO

Budget Detail

City Council

FY 2015-2016

TOTAL CITY COUNCIL BUDGET		155,980
101-1101		
PROFESSIONAL & TECH. SERVICES		Amount Budgeted
4103	City Council Compensation <i>Compensation for City Council Members per State statute.</i>	31,200
PERSONNEL-BENEFITS		
	Benefits	109,350
OTHER SERVICES		
4502	Award & Recognition <i>Outgoing Mayor recognition, Misc. Recognition</i>	930
4514	Travel <i>Council specific regional activities attendance. Includes: League Travel</i>	1,000
4520	Mtgs/Conf./Trng & Dev. <i>Council training and development. Includes expenses incurred to attend conferences and meetings, such as registration, lodging, transportation and meals; and SOCAM Hosting.</i>	12,600
4521	Membership & Dues <i>Dues to organizations enabling the City to receive updated information & training opportunities. Includes: Local Government Commission and LOCC</i>	650
4601	Supplies <i>Office supplies.</i>	250

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CITY OF ALISO VIEJO

City Manager

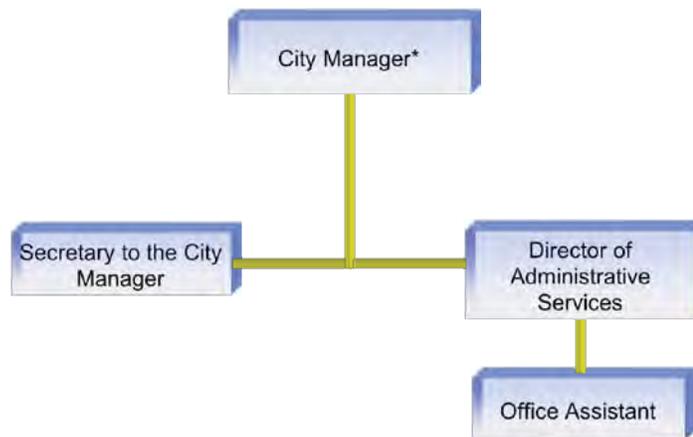
FY 2015-2016

The City Manager's Office provides for continued administrative direction to all departments. This Office is responsible for the execution of Council policy and the enforcement of all laws and ordinances.

Under Council's direction, the City Manager implements Council policy. The City Manager is the director of all City personnel and, as such, the City Manager establishes and maintains appropriate controls to ensure that all operating departments adhere to Council and other legally mandated policies and regulations. The City Manager also oversees the preparation of the Annual Budget and its administration.

Additionally, the City Manager's Office is responsible for the administration of Human Resources. This includes salary and benefit administration, as well as review of personnel policies, administrative and clerical support to the City Council Members, Risk Management, Economic Development, and Cable TV Programming.

	2011-2012 Actual	2012-2013 Actual	2013-2014 Actual	2014-2015 Adopted Budget	2015-2016 Draft Budget
STAFF SUMMARY:					
City Manager	1	1	1	1	1
Director of Administrative Services	1	1	1	1	1
Secretary to the City Manager	1	1	1	1	1
Office Assistant	1	1	1	1	1
Total	4	4	4	4	4



* Office appointed by the City Council

Administration & Support

CITY OF ALISO VIEJO

City Manager

Estimated Expenditures

FY 2015-2016

ESTIMATED EXPENDITURES DETAIL

101-1501	2011-2012 Actual	2012-2013 Actual	2013-2014 Actual	2014-2015 Adopted Budget	2014-2015 Mid-Year Budget	2015-2016 Draft Budget
PERSONNEL-SALARIES						
4101 Regular Employees	430,479	446,816	372,253	486,830	490,200	518,210
4104 Overtime Pay	231	319	716	1,105	1,105	1,205
TOTAL PERSONNEL-SALARIES	430,710	447,135	372,969	487,935	491,305	519,415
PERSONNEL-BENEFITS						
4201 Retirement	70,293	72,360	60,363	84,500	85,050	79,640
4202 FICA/Medicare	6,788	6,984	5,910	7,900	7,950	8,365
4203 State Unemployment/SDI	1,736	1,736	1,597	1,740	1,740	1,740
4206 Medical Insurance	39,794	42,845	35,091	42,665	42,760	43,300
4207 Dental Insurance	4,584	5,603	5,369	6,430	6,445	6,445
4208 Vision Insurance	966	966	830	1,035	1,035	1,070
4209 Life Insurance	2,173	2,324	1,922	2,430	2,430	2,440
4221 Flex Benefits	1,348	1,447	1,447	1,450	1,450	1,450
4224 Deferred Compensation	24,991	26,763	28,793	29,100	28,945	29,250
4225 Vehicle/Cell Allowance	9,100	7,700	4,043	8,400	8,400	8,400
TOTAL PERSONNEL-BENEFITS	161,772	168,728	145,364	185,650	186,205	182,100
PROFESSIONAL & TECH. SERVICES						
4301 Professional Services	1,428	-	136,190	4,000	4,000	4,000
TOTAL PROFESSIONAL & TECH. SERVICES	1,428	-	136,190	4,000	4,000	4,000
OTHER SERVICES						
4512 Postage	-	-	-	50	50	50
4520 Mtgs/Conf./Trng & Dev.	4,373	5,825	2,357	9,530	8,530	13,330
4521 Membership & Dues	2,125	2,325	1,165	2,690	2,690	2,695
4531 Community Outreach	-	-	22,764	-	-	-
TOTAL OTHER SERVICES	6,498	8,150	26,286	12,270	11,270	16,075
SUPPLIES						
4601 Supplies	757	549	716	1,000	1,000	1,000
4611 Publications/Reference Materials	638	819	719	900	900	1,100
TOTAL SUPPLIES	1,395	1,368	1,434	1,900	1,900	2,100
TOTAL CITY MANAGER	601,802	625,381	682,244	691,755	694,680	723,690

Administration & Support

CITY OF ALISO VIEJO

Budget Detail

City Manager

FY 2015-2016

TOTAL CITY MANAGER BUDGET		723,690
101-1501		
PERSONNEL-SALARIES		Amount Budgeted
4101	Regular Employees	518,210
4104	Overtime Pay	1,205
PERSONNEL-BENEFITS		
	Benefits	182,100
PROFESSIONAL & TECH. SERVICES		
4301	Professional Services <i>Contractual services for temporary services.</i>	4,000
OTHER SERVICES		
4512	Postage <i>Postage and/or courier services.</i>	50
4520	Mtgs/Conf./Trng & Dev. <i>Expenses incurred for Training & Development, Conferences, and Meetings. These expenses are comprised of registration, lodging, transportation and meal costs. Conferences included are: LOCC, LOCC CITY MANAGERS CONF, LCW EMPLOYMENT LAW CONF, ICMA, CJPIA, CALPERS, and PARMA. Also included are the OCCMA monthly meetings, other miscellaneous meetings, and mileage reimbursement. Miscellaneous meetings include those with city council, marketing & development, and meetings held offsite.</i>	13,330
4521	Membership & Dues <i>Dues to organizations enabling the City to receive updated information & training opportunities. Included are: CALPELRA, CALPACS, Municipal Information Systems Association of California (MISAC), and International City/County Management Association (ICMA).</i>	2,695
4531	Community Outreach <i>Included costs for Citizens Leadership Academy (CLA) and Community Survey. CLA has since been merged with the Citizens Emergency Preparedness Academy (CEPA).</i>	-
SUPPLIES		
4601	Supplies <i>Office supplies.</i>	1,000
4611	Publications/Reference Materials <i>Reference books and publications. Included are newspaper & journal subscriptions and miscellaneous research material.</i>	1,100

Administration & Support

Economic Development

CITY OF ALISO VIEJO

Estimated Expenditures

FY 2015-2016

ESTIMATED EXPENDITURES DETAIL						
101-1502	2011-2012 Actual	2012-2013 Actual	2013-2014 Actual	2014-2015 Adopted Budget	2014-2015 Mid-Year Budget	2015-2016 Draft Budget
PROFESSIONAL & TECH. SERVICES						
4302 Economic Development & Marketing	13,559	49,389	56,903	90,950	90,950	90,000
TOTAL PROFESSIONAL & TECH SERVICES	13,559	49,389	56,903	90,950	90,950	90,000
OTHER SERVICES						
4520 Mtgs/Conf./Trng & Dev.	2,686	-	172	5,000	5,000	5,000
4521 Membership & Dues	5,150	5,100	25,000	25,000	25,000	30,000
TOTAL OTHER SERVICES	7,836	5,100	25,172	30,000	30,000	35,000
TOTAL ECONOMIC DEVELOPMENT	21,395	54,489	82,075	120,950	120,950	125,000

Administration & Support

CITY OF ALISO VIEJO

Budget Detail

Economic Development

FY 2015-2016

TOTAL ECONOMIC DEVELOPMENT BUDGET	125,000
101-1502	

PROFESSIONAL & TECH. SERVICES	Amount Budgeted
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4302	Economic Development & Marketing <i>Costs associated with economic development & marketing. Initiatives included are the Town Center Opportunities & Vision Plan, City Marketing, Business Retention/Attraction Program, Business Assistance Program, and Development Opportunities Analysis.</i>	90,000
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4520	Mtgs/Conf./Trng & Dev. <i>Miscellaneous economic development workshops and conferences. Included is the International Council of Shopping Centers Conference.</i>	5,000
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4521	Membership & Dues <i>Dues and/or contributions to organizations enabling the City to receive updated information and stay current on recent developments in the local business community. Included are the Orange County Business Council, the OC Visitors Association, and the AV Chamber of Commerce.</i>	30,000
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CITY OF ALISO VIEJO

City Clerk

FY 2015-2016

The City Clerk's Office is the depository for all official documents and records. The City Clerk has the statutory duty to record the official minutes of all City Council meetings, maintains original resolutions and ordinances, and acts as the custodian of the City seal. The Clerk's Office prepares all necessary documents for public hearings and posts notices and copies of ordinances as required by law.

This Office assists and supports both the public and City departments by making available the records necessary for the City to advance its administrative, legal and legislative functions. Additionally, the Clerk is responsible for municipal elections, maintenance of the Municipal Code, and the records management system for the City.

	2011-2012	2012-2013	2013-2014	2014-2015	2015-2016
	Actual	Actual	Actual	Adopted Budget	Draft Budget
<u>STAFF SUMMARY:</u>					
City Clerk	1	1	1	1	1
Total	1	1	1	1	1

Administration & Support

CITY OF ALISO VIEJO

City Clerk

Estimated Expenditures

FY 2015-2016

ESTIMATED EXPENDITURES DETAIL
101-1601

	2011-2012 Actual	2012-2013 Actual	2013-2014 Actual	2014-2015 Adopted Budget	2014-2015 Mid-Year Budget	2015-2016 Draft Budget
PERSONNEL-SALARIES						
4101 Regular Employees	119,696	124,868	127,151	128,820	122,175	118,600
TOTAL PERSONNEL-SALARIES	119,696	124,868	127,151	128,820	122,175	118,600
PERSONNEL-BENEFITS						
4201 Retirement	19,874	20,938	22,039	22,730	21,560	18,925
4202 FICA/Medicare	1,990	2,081	2,134	2,155	2,055	2,010
4203 State Unemployment/SDI	434	434	385	435	435	435
4206 Medical Insurance	-	-	-	-	7,240	7,260
4207 Dental Insurance	-	-	-	-	555	565
4208 Vision Insurance	-	-	-	-	135	140
4209 Life Insurance	630	652	655	660	660	610
4221 Flex Benefits	581	581	581	585	300	-
4224 Deferred Compensation	16,614	18,116	19,475	19,585	12,500	12,425
TOTAL PERSONNEL-BENEFITS	40,122	42,802	45,269	46,150	45,440	42,370
PROFESSIONAL & TECH. SERVICES						
4303 Legal Notices	2,195	1,896	4,651	5,000	5,000	5,000
4305 Technology Services	5,387	5,737	5,389	5,390	5,390	5,390
4309 Other Contractual Services	1,897	1,845	4,059	2,500	2,500	2,500
TOTAL PROFESSIONAL & TECH. SERVICES	9,480	9,478	14,099	12,890	12,890	12,890
OTHER SERVICES						
4502 Awards & Recognitions	3,078	3,809	413	1,000	1,000	1,500
4520 Mtgs/Conf./Trng & Dev.	2,369	2,122	1,779	2,200	2,200	3,000
4521 Membership & Dues	415	380	480	400	400	550
4525 Election	-	20,070	121	35,000	35,000	-
TOTAL OTHER SERVICES	5,862	26,381	2,792	38,600	38,600	5,050
SUPPLIES						
4601 Supplies	367	291	-	500	500	500
4611 Publications/Reference Materials	1,422	1,573	1,384	1,500	1,500	1,500
TOTAL SUPPLIES	1,789	1,864	1,384	2,000	2,000	2,000
CONTRACT SERVICES						
4734 Codification	9,454	6,477	2,654	3,500	3,500	3,500
TOTAL CONTRACT SERVICES	9,454	6,477	2,654	3,500	3,500	3,500
TOTAL CITY CLERK	186,403	211,870	193,349	231,960	224,605	184,410

Administration & Support

CITY OF ALISO VIEJO

Budget Detail

City Clerk

FY 2015-2016

		184,410
TOTAL CITY CLERK BUDGET		184,410
101-1601		
PERSONNEL-SALARIES		Amount Budgeted
4101	Regular Employees	118,600
PERSONNEL-BENEFITS		
	Benefits	42,370
PROFESSIONAL & TECH. SVCS		
4303	Legal Notices <i>Notices in the newspaper to inform the public of Public Hearings, bids, etc. as required by law.</i>	5,000
4305	Technology Services <i>Laserfiche software annual maintenance and updates.</i>	5,390
4309	Other Contractual Services <i>Annual document shredding event and contract staff to assist with scanning of documents for the City's document imaging software.</i>	2,500
OTHER SERVICES		
4502	Awards & Recognitions <i>Proclamations and Certificates for the recognition of community members.</i>	1,500
4520	Mtgs/Conf./Trng & Dev. <i>Expenses incurred for Training & Development, Conferences, and Meetings. These expenses are comprised of registration, lodging, transportation, and meal costs. Conferences included are: LOCC City Clerks Conf and CCAC annual conferences. Also included are SCCCA meetings, and other misc. training.</i>	3,000
4521	Membership & Dues <i>Dues to organizations enabling the City to receive updated information & training opportunities. Included are: City Clerks Association, International Institute of Municipal Clerks, and notary membership.</i>	550
4525	Election <i>Municipal election expenses.</i>	-
SUPPLIES		
4601	Supplies <i>Office Supplies.</i>	500
4611	Publications/Reference Materials <i>Newspaper clippings service and miscellaneous publications.</i>	1,500
CONTRACT SERVICES		
4734	Codification <i>Aliso Viejo Municipal Code supplement, web hosting and online search expenses.</i>	3,500

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CITY OF ALISO VIEJO

City Attorney

FY 2015-2016

The City Attorney acts as the City's legal counsel and prepares resolutions, ordinances, and agreements. The City Attorney advises the City Council and staff on all legal matters relating to the operation of the City. This service is provided through a contract with the law firm of Best Best & Krieger LLP.

STAFF SUMMARY:

Contract Services: Best Best and Krieger LLP

Administration & Support

CITY OF ALISO VIEJO

Estimated Expenditures

City Attorney

FY 2015-2016

ESTIMATED EXPENDITURES DETAIL

101-2101

	2011-2012 Actual	2012-2013 Actual	2013-2014 Actual	2014-2015 Adopted Budget	2014-2015 Mid-Year Budget	2015-2016 Draft Budget
PROFESSIONAL & TECH. SERVICES						
4304 Legal Services	235,587	243,097	236,553	268,000	268,000	268,000
TOTAL PROFESSIONAL & TECH. SERVICES	235,587	243,097	236,553	268,000	268,000	268,000
OTHER SERVICES						
4532 Special Projects	-	-	67,000	25,000	35,000	35,000
4701 NPDES	12,334	41,050	12,214	10,000	17,500	17,500
4702 AB939-Solid Waste	183	-	-	-	-	-
4731 General Plan	24,900	60,563	69,259	25,000	25,000	25,000
4733 Zoning Code	37,700	60,529	42,615	15,000	25,000	25,000
4734 Codification	1,914	-	-	1,500	1,500	1,500
4735 Litigation	31,030	16,905	14,443	20,000	45,000	45,000
TOTAL OTHER SERVICES	108,061	179,047	205,531	96,500	149,000	149,000
 TOTAL CITY ATTORNEY	 343,648	 422,144	 442,084	 364,500	 417,000	 417,000

Administration & Support

CITY OF ALISO VIEJO

Budget Detail

City Attorney

FY 2015-2016

TOTAL CITY ATTORNEY BUDGET		417,000
101-2101		
PROFESSIONAL & TECH. SERVICES		Amount Budgeted
4304	Legal Services <i>Services provided that are general in nature, such as issues regarding projects, personnel, research, policy reviews, code enforcement, negotiations, and attendance at council meetings.</i>	268,000
OTHER SERVICES		
4532	Special Projects <i>Services provided for projects that fall outside the general scope of legal services.</i>	35,000
4701	NPDES <i>Storm water research and ordinance preparation.</i>	17,500
4702	AB939-Solid Waste <i>Includes solid waste notices, urban run-off research, and CEQA documentation.</i>	-
4731	General Plan <i>General Plan update services.</i>	25,000
4733	Zoning Code <i>Aliso Viejo Zoning Code Updates.</i>	25,000
4734	Codification <i>Aliso Viejo Municipal Code codification.</i>	1,500
4735	Litigation <i>Litigation Services as needed for city associated services.</i>	45,000

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CITY OF ALISO VIEJO

Financial Services

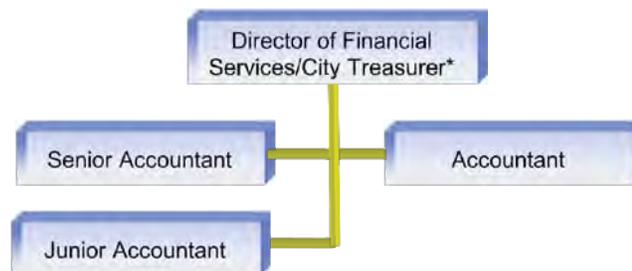
FY 2015-2016

The Financial Services Department administers the financial operations of the City through Accounting, Treasury, Purchasing, and Payroll functions. This department is responsible for safeguarding the City's financial assets through prudent internal control policies, providing responsive accounting services within Generally Accepted Accounting Principles, providing strategic and financial planning support, and maintaining budgetary control over all City funds including the city facilities. The Financial Services Department is also responsible for the preparation and administration of the City's annual budget as well as the safety, liquidity, and maximization of the yields of the City's financial resources in accordance with the City's Investment Policy.

In addition, long term debt management & reporting and Information Technology services & management are also provided through this department.

Specific functions include: annual financial report preparation, financial audits, treasury portfolio administration, ledger reconciliation, receipt, custody and recordation of all revenues, banking services, accounts payable, accounts receivable, payroll, fixed assets management, budget preparation, maintenance of the financial system, maintenance and support of the City's hardware and software.

	2011-2012 Actual	2012-2013 Actual	2013-2014 Actual	2014-2015 Adopted Budget	2015-2016 Draft Budget
STAFF SUMMARY:					
Director of Financial Services/City Treasurer	1	1	1	1	1
Senior Accountant	0	0	0	1	1
Accountant	2	2	2	1	1
Junior Accountant	0	0	0	1	1
Total	3	3	3	4	4



* Office appointed by the City Council

Administration & Support

CITY OF ALISO VIEJO

Financial Services

Estimated Expenditures

FY 2015-2016

ESTIMATED EXPENDITURES DETAIL 101-2501

	2011-2012 Actual	2012-2013 Actual	2013-2014 Actual	2014-2015 Adopted Budget	2014-2015 Mid-Year Budget	2015-2016 Draft Budget
PERSONNEL-SALARIES						
4101 Regular Employees	259,955	273,991	295,327	367,450	348,000	370,715
TOTAL PERSONNEL-SALARIES	259,955	273,991	295,327	367,450	348,000	370,715
PERSONNEL-BENEFITS						
4201 Retirement	42,518	45,252	52,556	65,225	61,700	59,000
4202 FICA/Medicare	4,363	4,546	5,138	6,470	6,200	6,530
4203 State Unemployment/SDI	1,302	1,302	1,540	1,740	1,740	1,740
4206 Medical Insurance	12,529	13,820	7,954	7,460	10,850	21,670
4207 Dental Insurance	1,617	1,645	1,665	1,690	1,410	2,260
4208 Vision Insurance	374	374	385	400	335	555
4209 Life Insurance	1,303	1,444	1,690	1,820	1,550	1,940
4224 Deferred Compensation	37,928	38,522	59,875	71,115	64,000	57,015
TOTAL PERSONNEL-BENEFITS	101,935	106,905	130,803	155,920	147,785	150,710
PROFESSIONAL & TECH. SERVICES						
4301 Professional Services	65,891	74,757	71,531	114,580	141,065	76,240
4305 Technology Services	10,103	9,125	9,830	9,845	9,845	9,900
4309 Other Contractual Services	5,092	4,620	4,666	4,555	4,555	5,040
TOTAL PROFESSIONAL & TECH. SERVICES	81,085	88,502	86,027	128,980	155,465	91,180
OTHER SERVICES						
4512 Postage	140	31	88	200	200	200
4513 Printing	1,603	1,164	1,692	1,650	1,650	1,650
4520 Mtgs/Conf./Trng & Dev.	4,281	3,293	1,403	4,900	4,900	5,450
4521 Membership & Dues	799	762	1,002	1,090	1,090	1,110
TOTAL OTHER SERVICES	6,822	5,250	4,186	7,840	7,840	8,410
SUPPLIES						
4601 Supplies	1,108	1,923	1,428	1,000	2,000	2,000
4611 Publications/Reference Materials	465	342	408	500	600	600
TOTAL SUPPLIES	1,572	2,265	1,837	1,500	2,600	2,600
TOTAL FINANCE	451,369	476,913	518,180	661,690	661,690	623,615

Administration & Support

CITY OF ALISO VIEJO

Financial Services

Budget Detail

FY 2015-2016

TOTAL FINANCE BUDGET		623,615
101-2501		
PERSONNEL-SALARIES		Amount Budgeted
4101	Regular Employees	370,715
PERSONNEL-BENEFITS		
	Benefits	150,710
PROFESSIONAL & TECH. SERVICES		
4301	Professional Services <i>Contract services for professional consultant services. Included expenses are the AV Ranch Analysis, Sales & Property Tax services and recovery, and City tax recovery costs, as well as application fees for the Investment Policy certification, CAFR award, Budget award, and State mandated filings.</i>	76,240
4305	Technology Services <i>Financial system hardware and software support services.</i>	9,900
4309	Other Contractual Services <i>Non-professional contractual services for payroll processing, banking services and charges, and benefit administration services.</i>	5,040
OTHER SERVICES		
4512	Postage <i>Postage and/or courier services.</i>	200
4513	Printing <i>Printing costs includes preparation of the CAFR and Budgets as well as printing of purchase orders, checks, and 1099 forms.</i>	1,650
4520	Mtgs/Conf./Trng & Dev. <i>Expenses incurred for Meetings, Conferences, and Training & Development. These expenses are comprised of registration, lodging, transportation, and meal costs. Conferences included are: CSMFO and CMTA annual conferences. Also includes attendance at: Government Finance Officers Association (GFOA) training seminars, California Municipal Treasurers Association (CMTA) meetings, Cal St. Fullerton & Chapman Economic Forecasts, GASB update classes, Intermediate Government Accounting classes, and Tax Training.</i>	5,450
4521	Membership & Dues <i>Dues to organizations enabling the City to receive updated information & training opportunities. Included are: GFOA, CMTA, CSMFO, APT-USA, and MISAC.</i>	1,110
SUPPLIES		
4601	Supplies <i>Office supplies.</i>	2,000
4611	Publications/Reference Materials <i>Reference books and publications. Included are GASB publications and related update subscription, GFOA subscriptions, OC Business Journal, Wallstreet Journal, and other reference materials.</i>	600

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CITY OF ALISO VIEJO

Non-Departmental

FY 2015-2016

This Non-Departmental budget provides for the accounting of expenditures that are essential to the operation of the City that do not fall within the jurisdiction of any single department or are expenditures of an organization-wide nature.

Included in this budget are the costs for the maintenance of the City's Web Site, E-News, maintenance and support of the City's IT hardware and software, Audio Visual equipment maintenance, city-wide community outreach, AV Ranch grounds maintenance, and the rental & lease of City Hall equipment.

Additionally, Memberships to LOCC, SCAG, ACCOC, OCCOG, and LAFCO, Insurance costs, Human Resources related costs, and office supplies are also budgeted within this department.

Administration & Support

CITY OF ALISO VIEJO

Non-Departmental

Estimated Expenditures

FY 2015-2016

ESTIMATED EXPENDITURES DETAIL		2011-2012	2012-2013	2013-2014	2014-2015	2014-2015	2015-2016
101-3501		Actual	Actual	Actual	Adopted Budget	Mid-Year Budget	Draft Budget
PROFESSIONAL & TECH. SERVICES							
4301	Professional Services	87,266	99,848	100,453	107,500	107,500	102,500
4305	Technology Services	36,506	44,459	49,503	86,610	86,610	76,200
4306	Website Services	37,344	59,250	36,169	54,925	54,925	49,425
4309	Other Contractual Services	3,673	4,189	33,031	11,100	23,600	19,260
TOTAL PROFESSIONAL & TECH. SERVICES		164,789	207,746	219,154	260,135	272,635	247,385
OPERATING EXPENDITURES							
4401	Equipment Maintenance	727	1,400	2,696	3,000	3,000	4,000
4411	Utilities	20,696	22,564	25,701	30,500	30,500	32,100
4421	Equipment Rental	18,907	19,783	18,242	19,750	19,750	19,750
4431	Building & Ground Maintenance	13,454	8,510	9,926	16,720	20,820	16,720
4471	Rent	8,647	9,171	9,048	10,440	10,440	10,620
4481	Computer Expense	25,004	33,524	20,865	67,550	77,550	47,250
TOTAL OPERATING EXPENDITURES		87,435	94,952	86,479	147,960	162,060	130,440
OTHER SERVICES							
4501	Advertising & Promotions	115	51	354	650	650	650
4512	Postage	5,920	6,166	8,130	8,500	8,500	8,500
4513	Printing	14,907	15,917	19,777	21,000	21,000	10,800
4520	Mtgs/Conf./Trng & Dev.	3,419	2,894	3,095	3,540	3,540	3,750
4521	Membership & Dues	29,759	29,746	43,690	44,720	45,520	46,315
4522	Insurance Expenses	86,222	160,664	125,559	137,305	87,905	133,200
4553	Community Preservation	-	-	-	-	-	2,000
TOTAL OTHER SERVICES		140,342	215,438	200,604	215,715	167,115	205,215
SUPPLIES							
4601	Supplies	9,954	14,164	11,925	14,500	16,000	22,000
4620	Minor Equipment	(100)	1,138	5,091	5,000	17,100	1,500
TOTAL SUPPLIES		9,854	15,302	17,016	19,500	33,100	23,500
TOTAL NON-DEPARTMENTAL		402,421	533,438	523,254	643,310	634,910	606,540

Administration & Support

CITY OF ALISO VIEJO

Budget Detail

Non-Departmental

FY 2015-2016

TOTAL NON-DEPARTMENTAL BUDGET		606,540
101-3501		
PROFESSIONAL & TECH. SERVICES		Amount Budgeted
4301	Professional Services <i>Contract services for professional consultant services concerning grant writing & advocacy and community relations services.</i>	102,500
4305	Technology Services <i>Network maintenance, Support Services, and Internet access charges.</i>	76,200
4306	Website Services <i>Includes domain renewal, trademark fees, website maintenance & redesign, and Aliso Viejo Exchange marketing & maintenance.</i>	49,425
4309	Other Contractual Services <i>Recruitment costs, including advertising, background checks, and physicals as well as costs for cable programming, televised council meetings, employee wellness, and the employee assistance program.</i>	19,260
OPERATING EXPENDITURES		
4401	Equipment Maintenance <i>Maintenance for the audio visual equipment, printers, and fax machine. Also included are phone system maintenance.</i>	4,000
4411	Utilities <i>Costs related to City Hall phone lines, fire alarm lines, conference calls, and fax usage.</i>	32,100
4421	Equipment Rental <i>Postage and Copier machine leases.</i>	19,750
4431	Building & Grounds Maintenance <i>Costs related to A.V. Ranch, including landscaping, utilities, pest control, building maintenance, and repairs. These costs are partially offset by the caretaker's rent.</i>	16,720
4471	Rent <i>Costs related to the off-site storage of City equipment and records.</i>	10,620
4481	Computer Expense <i>Miscellaneous computer hardware equipment, renewal of software licenses, software upgrades, and updates & training.</i>	47,250
OTHER SERVICES		
4501	Advertising & Promotions <i>City employee recognition.</i>	650
4512	Postage <i>Bulk rate permit, city-wide postage costs, and courier services.</i>	8,500
4513	Printing <i>City Hall letterhead, envelopes, business cards, council agendas, and other City-related printing expenses.</i>	10,800
4520	Mtgs/Conf./Trng & Dev. <i>Human Resources related staff development costs. Includes quarterly safety training and Liebert Cassidy Whitmore HR Conference.</i>	3,750

Administration & Support

CITY OF ALISO VIEJO

Non-Departmental

Budget Detail

FY 2015-2016

4521	Membership & Dues	46,315
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Membership dues for LAFCO, SCAG, ACC-OC, OCCOG, League of CA Cities, and music licenses.

4522	Insurance Expenses	133,200
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CJPIA-General Liability, Workers Compensation, Crime Bond, Property Insurance, and Environmental Insurance.

4553	Community Preservation	2,000
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Community outreach in AV Ranch.

SUPPLIES

4601	Supplies	22,000
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Office supplies - Copy paper, toner, first aid, water, and kitchen supplies.

4620	Minor Equipment	1,500
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Includes replacement of minor audio/visual equipment related to programming requirements & misc. office equipment.

COMMUNITY SERVICES

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CITY OF ALISO VIEJO

Community Services

FY 2015-2016

The Community Services Department serves our diverse community by enhancing the quality of life through a variety of recreational, cultural and educational opportunities and maximizes City resources through collaborative partnerships within the community. Additionally, the department provides oversight of the use and maintenance of Iglesia Park, the Aliso Viejo Ranch, as well as the day-to-day operation of the City's Family Resource Center.

Projects include management of the City's website and Enews, providing support to community groups and organizations with special events, production of public information material; and administration of the Community Grant Program.

	2011-2012 Actual	2012-2013 Actual	2013-2014 Actual	2014-2015 Adopted Budget	2015-2016 Draft Budget
STAFF SUMMARY:					
Director of Community Services	1	1	1	1	1
Community Svcs. Coordinator	1	1	1	1.63	1.63
Community Svcs. Specialist	0.63	0.63	0.63	0	0
Total	2.63	2.63	2.63	2.63	2.63



Community Services

CITY OF ALISO VIEJO

Consolidated

Estimated Expenditures

FY 2015-2016

ESTIMATED EXPENDITURES DETAIL		2011-2012	2012-2013	2013-2014	2014-2015	2014-2015	2015-2016
Consolidated		Actual	Actual	Actual	Adopted Budget	Mid-Year Budget	Draft Budget
PERSONNEL-SALARIES							
4101	Regular Employees	190,479	194,740	213,344	229,000	229,000	230,700
4102	Part Time Wages	32,650	36,103	35,923	46,000	46,000	45,900
4104	Overtime Pay	8,314	9,020	7,534	7,840	7,840	10,000
TOTAL PERSONNEL-SALARIES		231,444	239,863	256,801	282,840	282,840	286,600
PERSONNEL-BENEFITS							
4201	Retirement	36,360	38,266	42,310	44,765	44,765	40,900
4202	FICA/Medicare	3,843	4,003	4,233	4,595	4,595	4,780
4203	State Unemployment/SDI	1,651	1,660	1,440	1,740	1,740	1,740
4206	Medical Insurance	27,883	30,200	32,030	30,050	31,115	32,000
4207	Dental Insurance	3,496	3,557	3,601	3,655	3,665	3,665
4208	Vision Insurance	574	574	590	615	615	635
4209	Life Insurance	983	1,133	1,127	1,135	1,135	1,185
4221	Flex Benefits	2,455	2,455	2,455	2,460	2,460	2,460
4224	Deferred Compensation	11,617	11,495	15,391	16,150	16,150	14,710
TOTAL PERSONNEL-BENEFITS		88,862	93,343	103,178	105,165	106,240	102,075
PROFESSIONAL & TECH. SERVICES							
4305	Technology Services	-	-	-	-	-	5,000
4309	Other Contractual Services	2,825	2,789	3,107	3,560	3,560	3,560
TOTAL PROFESSIONAL & TECH. SERVICES		2,825	2,789	3,107	3,560	3,560	8,560
OPERATING EXPENDITURES							
4411	Utilities	29,348	30,700	34,022	27,350	27,350	27,350
4431	Building & Grounds Maintenance	75,577	71,080	66,646	80,050	93,840	96,220
4461	Other Equipment Maintenance	-	1,340	1,502	3,200	3,200	4,800
TOTAL OPERATING EXPENDITURES		104,925	103,120	102,171	110,600	124,390	128,370
OTHER SERVICES							
4501	Advertising & Promotions	3,290	3,290	3,300	5,800	5,800	5,800
4520	Mtgs/Conf./Trng & Dev.	2,531	2,697	267	3,465	3,465	3,465
4521	Membership & Dues	585	690	825	990	990	1,230
4522	Insurance Expense	1,236	2,245	1,669	2,330	2,330	2,330
4526	Recreation Activities	228,974	241,416	258,912	110,860	110,860	112,725
4527	Recreation - City Special Events	-	-	-	64,305	64,305	65,825
4528	Recreation - Partner Events	-	-	-	16,300	16,300	16,300
4529	Recreation - Youth Programs	-	-	-	66,350	57,350	57,350
4530	Community Assistance Grants	#REF!	26,861	41,805	86,600	30,295	30,295
4531	Community Outreach	21,307	39,387	37,682	45,180	46,480	47,360
4532	Special Projects	19,959	-	8,500	20,000	16,000	20,000
4533	Community Promotional Grants	1,000	2,000	4,000	21,000	30,000	30,000
4534	Community Events	12,809	11,996	9,260	14,500	14,500	17,500
TOTAL OTHER SERVICES		#REF!	330,582	366,220	457,680	398,675	410,180
SUPPLIES							
4601	Supplies	854	873	1,263	1,000	1,000	1,640
TOTAL SUPPLIES		854	873	1,263	1,000	1,000	1,640
TOTAL COMMUNITY SVC ADMINISTRATION		#REF!	770,570	832,739	960,845	916,705	937,425

Community Services

CITY OF ALISO VIEJO

C.S. Administration

Estimated Expenditures

FY 2015-2016

ESTIMATED EXPENDITURES DETAIL 101-4101

	2011-2012 Actual	2012-2013 Actual	2013-2014 Actual	2014-2015 Adopted Budget	2014-2015 Mid-Year Budget	2015-2016 Draft Budget
PERSONNEL-SALARIES						
4101 Regular Employees	190,479	194,740	213,344	229,000	229,000	230,700
4102 Part Time Wages	32,650	36,103	35,923	46,000	46,000	34,300
4104 Overtime Pay	8,314	9,020	7,534	7,840	7,840	10,000
TOTAL PERSONNEL-SALARIES	231,444	239,863	256,801	282,840	282,840	275,000
PERSONNEL-BENEFITS						
4201 Retirement	36,360	38,266	42,310	44,765	44,765	40,900
4202 FICA/Medicare	3,843	4,003	4,233	4,595	4,595	4,610
4203 State Unemployment/SDI	1,651	1,660	1,440	1,740	1,740	1,305
4206 Medical Insurance	27,883	30,200	32,030	30,050	31,115	32,000
4207 Dental Insurance	3,496	3,557	3,601	3,655	3,665	3,665
4208 Vision Insurance	574	574	590	615	615	635
4209 Life Insurance	983	1,133	1,127	1,135	1,135	1,185
4221 Flex Benefits	2,455	2,455	2,455	2,460	2,460	2,460
4224 Deferred Compensation	11,617	11,495	15,391	16,150	16,150	14,710
TOTAL PERSONNEL-BENEFITS	88,862	93,343	103,178	105,165	106,240	101,470
OTHER SERVICES						
4501 Advertising & Promotions	3,290	3,290	3,300	5,800	5,800	5,800
4520 Mtgs/Conf./Trng & Dev.	2,531	2,697	267	3,465	3,465	3,465
4521 Membership & Dues	585	690	825	990	990	1,230
4522 Insurance Expense	1,236	2,245	1,669	2,330	2,330	2,330
4526 Recreation - Activities	128,974	141,416	158,912	10,860	10,860	12,725
4527 Recreation - City Special Events	-	-	-	64,305	64,305	65,825
4528 Recreation - Partner Events	-	-	-	16,300	16,300	16,300
4529 Recreation - Youth Programs	-	-	-	66,350	57,350	57,350
4530 Community Assistance Grants						
O.C. Human Relations Council	3,057	3,201	3,201	3,290	3,290	3,290
Taxi Vouchers	-	-	4,415	-	-	-
Trauma Intervention Program	5,404	5,404	6,254	6,255	6,255	6,255
Trails 4 All	1,500	-	1,500	1,500	1,500	1,500
Medal of Valor Luncheon	650	700	700	650	650	650
Red Ribbon Week	-	-	1,000	1,000	1,000	1,000
Grad Night-ANHS	2,000	2,000	2,000	2,000	2,000	2,000
Soka Founders Ball	-	750	750	600	600	600
Age Well Senior Svcs	3,000	3,000	3,350	5,350	5,350	5,350
AV Little League	650	-	650	650	650	650
Laguna Canyon Foundation	-	2,500	-	-	-	-
Miscellaneous (Competitive)	10,600	24,250	62,780	-	-	-
H/C AV Library	-	-	-	9,000	9,000	9,000
4531 Community Outreach	21,307	39,387	37,682	45,180	46,480	47,360
4532 Special Projects	19,959	-	8,500	20,000	16,000	20,000
4533 Community Promotional Grants	1,000	2,000	4,000	21,000	30,000	30,000
4534 Community Events	12,809	11,996	9,260	14,500	14,500	17,500
TOTAL OTHER SERVICES	218,553	245,526	311,015	301,375	298,675	310,180
SUPPLIES						
4601 Supplies	854	873	1,263	1,000	1,000	1,640
TOTAL SUPPLIES	854	873	1,263	1,000	1,000	1,640
TOTAL C.SVCS ADMINISTRATION	539,711	579,605	672,256	690,380	688,755	688,290

Community Services

CITY OF ALISO VIEJO

C.S. Administration

Budget Detail

FY 2015-2016

TOTAL COMMUNITY SERVICES BUDGET		688,290
101-4101		
PERSONNEL-SALARIES		Amount Budgeted
4101	Regular Employees	230,700
4102	Part-Time Wages	34,300
4104	Overtime Pay	10,000
PERSONNEL-BENEFITS		
	Benefits	101,470
OTHER SERVICES		
4501	Advertising & Promotions <i>Expenses incurred for advertisement in the Saddleback Magazine.</i>	5,800
4520	Mtgs/Conf./Trng & Dev. <i>Expenses incurred for Meetings, Conferences, and Training & Development. These expenses are comprised of registration, lodging, transportation and meal costs. Includes CPRS Conference and mileage for city events.</i>	3,465
4521	Membership & Dues <i>Dues to organizations enabling the City to receive updated information & training opportunities. Includes membership to ASTM, the California Parks and Recreation Society, MISAC, and the National Recreation and Park Association.</i>	1,230
4522	Insurance Expense <i>Special events insurance expense. Included events are: Founders Day and Snowfest.</i>	2,330
4526	Recreation - Activities <i>Includes Senior programs and Aliso Viejo volunteer management supplies and recognition dinner.</i>	12,725
4527	Recreation - Special Events <i>Includes event management & supplies for Founders Day, Snowfest, the Walk-With-Us Program, and Twilight Camp.</i>	65,825
4528	Recreation - Partner Events <i>Includes events with Soka and AVCA.</i>	16,300
4529	Recreation - Youth Programs <i>Includes: After School Programs, Teen Programs, Homework Clubs.</i>	57,350
4530	Community Assistance Grants <i>Community and Competitive Grants approved by City Council.</i>	30,295
4531	Community Outreach <i>Costs to prepare and mail newsletters, City event flyers & posters, Citizen of the Year program, City giveaways, and Veterans Appreciation.</i>	47,360

Community Services

CITY OF ALISO VIEJO

C.S. Administration

Budget Detail

FY 2015-2016

4532	Special Projects <i>Costs for the City's Gift of History event and State of the City Event.</i>	20,000
4533	Community Promotional Grants <i>Special grants authorized by City Council to promote the community.</i>	30,000
4534	Community Events <i>Subsidized costs for community organization events at the Conference Center.</i>	17,500
 SUPPLIES		
4601	Supplies <i>Office supplies.</i>	1,640

Community Services

CITY OF ALISO VIEJO

Estimated Expenditures

Iglesia Park

FY 2015-2016

ESTIMATED EXPENDITURES DETAIL
101-4102

	2011-2012 Actual	2012-2013 Actual	2013-2014 Actual	2014-2015 Adopted Budget	2014-2015 Mid-Year Budget	2015-2016 Draft Budget
OPERATING EXPENDITURES						
4411 Utilities	14,917	15,428	17,906	15,300	15,300	15,300
4431 Building & Ground Maintenance	68,598	60,653	56,440	65,585	73,585	75,425
4461 Other Equipment Maintenance	-	1,340	1,502	3,200	3,200	4,800
TOTAL OPERATING EXPENDITURES	83,515	77,421	75,848	84,085	92,085	95,525
 TOTAL IGLESIA PARK	 83,515	 77,421	 75,848	 84,085	 92,085	 95,525

Community Services

CITY OF ALISO VIEJO

Budget Detail

Iglesia Park

FY 2015-2016

TOTAL IGLESIA PARK BUDGET		95,525
101-4102		
		Amount Budgeted
OPERATING EXPENDITURES		
4411	Utilities <i>Electricity and water services for Iglesia Park.</i>	15,300
4431	Building & Ground Maintenance <i>Includes ball field maintenance, BBQ grills, landscaping, sidewalk repair, park & playground maintenance, park signage, dog waste bags, graffiti removal, and portable toilets.</i>	75,425
4461	Other Equipment Maintenance <i>Field & backflow maintenance, equipment inspection, playground repair, and other maintenance.</i>	4,800

Community Services

CITY OF ALISO VIEJO

Estimated Expenditures

Iglesia Building

FY 2015-2016

ESTIMATED EXPENDITURES DETAIL		2011-2012	2012-2013	2013-2014	2014-2015	2014-2015	2015-2016
101-4103		Actual	Actual	Actual	Adopted Budget	Mid-Year Budget	Draft Budget
PROFESSIONAL & TECH. SERVICES							
4309	Other Contractual Services	2,825	2,789	3,107	3,560	3,560	3,560
TOTAL PROFESSIONAL & TECH. SERVICES		2,825	2,789	3,107	3,560	3,560	3,560
OPERATING EXPENDITURES							
4411	Utilities	14,431	15,272	16,117	12,050	12,050	12,050
4431	Building & Ground Maintenance	6,979	10,427	10,206	14,465	20,255	20,795
TOTAL OPERATING EXPENDITURES		21,411	25,699	26,323	26,515	32,305	32,845
TOTAL IGLESIA BUILDING		24,235	28,488	29,430	30,075	35,865	36,405

Community Services

CITY OF ALISO VIEJO

Budget Detail

Iglesia Building

FY 2015-2016

TOTAL IGLESIA BUILDING BUDGET		36,405
101-4103		
PROFESSIONAL & TECH. SERVICES		Amount Budgeted
4309	Other Contractual Services <i>Non-professional contractual services. Includes security services provided by Patrol One, building alarm system, and locksmith services.</i>	3,560
OPERATING EXPENDITURES		
4411	Utilities <i>Electricity and water services for Iglesia building.</i>	12,050
4431	Building & Ground Maintenance <i>Costs for janitorial service & supplies, pest control, plumbing, carpet cleaning, first aid supplies, fire extinguishers, HVAC, and miscellaneous maintenance & repairs.</i>	20,795

Community Services

CITY OF ALISO VIEJO

Family Resource Center

Estimated Expenditures

FY 2015-2016

ESTIMATED EXPENDITURES DETAIL
101-4104

	2011-2012 Actual	2012-2013 Actual	2013-2014 Actual	2014-2015 Adopted Budget	2014-2015 Mid-Year Budget	2015-2016 Draft Budget
PERSONNEL-SALARIES						
4102 Part Time Wages	-	-	-	-	-	11,600
TOTAL PERSONNEL-SALARIES	-	-	-	-	-	11,600
PERSONNEL-BENEFITS						
4202 FICA/Medicare	-	-	-	-	-	170
4203 State Unemployment/SDI	-	-	-	-	-	435
TOTAL PERSONNEL-BENEFITS	-	-	-	-	-	605
PROFESSIONAL & TECH. SERVICES						
4305 Technology Services	-	-	-	-	-	5,000
TOTAL PROFESSIONAL & TECH. SERVICES	-	-	-	-	-	5,000
OTHER SERVICES						
4526 Recreation Activities	100,000	100,000	100,000	100,000	100,000	100,000
TOTAL OTHER SERVICES	100,000	100,000	100,000	100,000	100,000	100,000
TOTAL FAMILY RESOURCE CENTER	100,000	100,000	100,000	100,000	100,000	117,205

Community Services

CITY OF ALISO VIEJO

Budget Detail

Family Resource Center

FY 2015-2016

TOTAL FAMILY RESOURCE CENTER BUDGET		117,205
101-4104		
PERSONNEL-SALARIES		Amount Budgeted
4102	Part-Time Wages	11,600
PERSONNEL-BENEFITS		
	Benefits	605
PROFESSIONAL & TECH. SERVICES		
4305	Technology Services <i>Includes data cabling services.</i>	5,000
OTHER SERVICES		
4526	Recreation Activities <i>Includes faculty management, daytime and after school programs, Teen Program, and activities provided by the Boys & Girls Club.</i>	100,000

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PLANNING

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CITY OF ALISO VIEJO

Planning Services

FY 2015-2016

The Planning Department provides the community with long and short term planning to coordinate and monitor growth and development. It is charged with the development and implementation of the General Plan. The department also prepares and administers the zoning and sign ordinances, reviews development projects for compliance with various development agreements, and development of the Green City Initiative. The Planning Department insures that all projects receive environmental review in compliance with CEQA guidelines. Further, it provides technical support to the City Council.

	2011-2012 Actual	2012-2013 Actual	2013-2014 Actual	2014-2015 Adopted Budget	2015-2016 Draft Budget
<u>STAFF SUMMARY:</u>					
Director of Planning Services	1	1	1	1	1
Senior Planner	1	0.75	0.75	0.75	0.75
Associate Planner	0	1	1	1	1
Assistant Planner	1	0	0	0	0
Planning Technician	0	0	0	0	1
Administrative Secretary	1	1	1	1	1
Total	4	3.75	3.75	3.75	4.75

CONTRACT STAFF:

- Lawrence & Associates
- EARSI
- FORMA
- Urbanus
- RK Engineering



Planning Services

CITY OF ALISO VIEJO

Planning Services

Estimated Expenditures

FY 2015-2016

ESTIMATED EXPENDITURES DETAIL 101-4401

	2011-2012 Actual	2012-2013 Actual	2013-2014 Actual	2014-2015 Adopted Budget	2014-2015 Mid-Year Budget	2015-2016 Draft Budget
PERSONNEL-SALARIES						
4101 Regular Employees	308,534	323,529	337,158	356,130	371,500	428,800
4102 Part-Time Employees	-	-	20,176	41,865	41,865	-
4104 Overtime Pay	-	-	793	-	-	-
TOTAL PERSONNEL-SALARIES	308,534	323,529	358,128	397,995	413,365	428,800
PERSONNEL-BENEFITS						
4201 Retirement	50,986	53,961	59,913	62,835	65,530	68,650
4202 FICA/Medicare	5,060	5,089	6,690	9,435	9,650	7,590
4203 State Unemployment/Claim	1,745	1,736	2,359	2,175	2,170	2,170
4206 Medical Insurance	20,114	33,027	46,975	47,120	47,200	53,435
4207 Dental Insurance	1,617	3,547	3,591	3,645	3,655	4,220
4208 Vision Insurance	374	698	719	745	745	910
4209 Life Insurance	1,660	1,729	1,854	1,885	1,885	2,300
4221 Flex Benefits	1,548	903	903	905	905	1,525
4224 Deferred Compensation	45,740	29,920	24,418	23,205	23,205	36,680
TOTAL PERSONNEL-BENEFITS	128,845	130,610	147,421	151,950	154,945	177,480
PROFESSIONAL & TECH. SERVICES						
4309 Other Contractual Services	5,325	23,588	8,978	19,500	19,500	20,000
TOTAL PROFESSIONAL & TECH. SERVICES	5,325	23,588	8,978	19,500	19,500	20,000
OTHER SERVICES						
4513 Printing	1,982	460	66	2,000	2,000	1,000
4520 Mtgs/Conf./Trng & Dev.	4,177	3,265	2,279	4,000	4,000	5,000
4521 Membership & Dues	1,859	1,000	1,375	2,000	2,000	2,000
4532 Special Projects	-	61,053	218,686	195,000	270,000	240,000
4535 Special Events	-	758	-	-	-	-
TOTAL OTHER SERVICES	8,018	66,536	222,407	203,000	278,000	248,000
SUPPLIES						
4601 Supplies	2,202	1,735	2,337	1,500	1,500	1,500
4611 Publications/Reference Materials	753	421	382	500	500	250
TOTAL SUPPLIES	2,955	2,156	2,720	2,000	2,000	1,750
CONTRACT SERVICES						
4731 C.S. - General Plan	412,707	247,423	254,837	80,000	80,000	62,500
4732 C.S. - Planning	-	-	-	-	-	-
4733 C.S. - Zoning Code	21,630	10,298	10,423	15,000	15,000	-
4781 C.S. - Other	172,845	84,752	-	15,000	15,000	-
TOTAL CONTRACT SERVICES	607,181	342,473	265,259	110,000	110,000	62,500
TOTAL PLANNING	1,060,859	888,892	1,004,912	884,445	977,810	938,530

Planning Services

CITY OF ALISO VIEJO

Budget Detail

Planning Services

FY 2015-2016

TOTAL PLANNING BUDGET		938,530
101-4401		
PERSONNEL-SALARIES		Amount Budgeted
4101	Regular Employees	428,800
4102	Part-Time Wages	-
PERSONNEL-BENEFITS		
	Benefits	177,480
PROFESSIONAL & TECH. SERVICES		
4309	Other Contractual Services <i>Contractual planning services include the consultant for the Fair and Affordable Housing Programs.</i>	20,000
OTHER SERVICES		
4513	Printing <i>Costs for miscellaneous printing and scanning of planning documents.</i>	1,000
4520	Mtgs/Conf./Trng & Dev. <i>Expenses incurred for Training & Development, Conferences, and Meetings. These expenses are comprised of registration, lodging, transportation and meal costs. Conferences include the APA California annual conference. Also included are PDAOC luncheons, UCLA Extension seminars, and other staff training & development opportunities.</i>	5,000
4521	Membership & Dues <i>Dues to organizations enabling the City to receive updated information & training opportunities. Included memberships are: ULI, APA, LEED, and OC Planning Directors Association.</i>	2,000
4528	Special Events <i>Special Events Fee Waiver.</i>	-
4532	Special Projects <i>Preparation & Implementation of the Town Center Plans.</i>	240,000
SUPPLIES		
4601	Supplies <i>Office Supplies.</i>	1,500
4611	Publications/Reference Material <i>Reference books and publications.</i>	250
CONTRACT SERVICES		
4731	C.S. - General Plan <i>General Plan and Housing Element update services.</i>	62,500

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BUILDING AND SAFETY

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CITY OF ALISO VIEJO

Building & Safety

FY 2015-2016

The Building and Safety Department's mission is to preserve life and property and protect residents' safety.

In order to ensure the health and the safety of City residents, the Building and Safety Department coordinates and enforces all building and housing regulations established by State and Local stipulations. Residents may obtain building permits, seek answers for questions related to building and safety issues, and attain copies of building plans through this Department as well.

STAFF SUMMARY:

Contract Services: Charles Abbott & Associates

Building & Safety

CITY OF ALISO VIEJO

Estimated Expenditures

Building & Safety

FY 2015-2016

ESTIMATED EXPENDITURES DETAIL
101-4402

	2011-2012 Actual	2012-2013 Actual	2013-2014 Actual	2014-2015 Adopted Budget	2014-2015 Mid-Year Budget	2015-2016 Draft Budget
OTHER SERVICES						
4513 Printing	10,282	6,463	7,079	10,000	10,000	10,000
TOTAL OTHER SERVICES	10,282	6,463	7,079	10,000	10,000	10,000
SUPPLIES						
4601 Supplies	643	502	658	1,000	1,000	1,000
TOTAL SUPPLIES	643	502	658	1,000	1,000	1,000
CONTRACT SERVICES						
4751 C.S. - Building	423,618	387,660	368,418	380,000	380,000	524,000
TOTAL CONTRACT SERVICES	423,618	387,660	368,418	380,000	380,000	524,000
 TOTAL BUILDING & SAFETY	 434,544	 394,625	 376,155	 391,000	 391,000	 535,000

Building & Safety

CITY OF ALISO VIEJO

Budget Detail

Building & Safety

FY 2015-2016

TOTAL BUILDING & SAFETY BUDGET		535,000
101-4402		
 OTHER SERVICES		 Amount Budgeted
4513	Printing <i>Code enforcement forms, printing supplies, and scanning of building plans.</i>	10,000
 SUPPLIES		
4601	Supplies <i>Office supplies.</i>	1,000
 CONTRACT SERVICES		
4751	C.S. - Building <i>Contract with Charles Abbott Associates. Based on percentage of revenues.</i>	524,000

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CITY OF ALISO VIEJO

Code Enforcement

FY 2015-2016

The goal of Code Enforcement is to seek City residents' voluntary compliance of City Ordinances and procedures in the areas where other residents' health and welfare are concerned.

Code Enforcement is responsible for investigating complaints against and enforcing regulations regarding zoning, signage, public nuisance, noise, and various other City codes.

STAFF SUMMARY:

Contract Services: Charles Abbott & Associates

Building & Safety

CITY OF ALISO VIEJO

Estimated Expenditures

Code Enforcement

FY 2015-2016

ESTIMATED EXPENDITURES DETAIL
101-4403

	2011-2012 Actual	2012-2013 Actual	2013-2014 Actual	2014-2015 Adopted Budget	2014-2015 Mid-Year Budget	2015-2016 Draft Budget
CONTRACT SERVICES						
4761 C.S. - Code Enforcement	129,231	107,673	112,874	115,000	115,000	115,000
4781 C.S. - Other	-	-	-	-	3,700	5,000
TOTAL CONTRACT SERVICES	129,231	107,673	112,874	115,000	118,700	120,000
TOTAL CODE ENFORCEMENT	129,231	107,673	112,874	115,000	118,700	120,000

Building & Safety

CITY OF ALISO VIEJO

Budget Detail

Code Enforcement

FY 2015-2016

TOTAL CODE ENFORCEMENT BUDGET	120,000
101-4403	
CONTRACT SERVICES	Amount Budgeted
4761 C.S. - Code Enforcement <i>Contract Services with Charles Abbott Associates to provide oversight and administration of code enforcement activities.</i>	115,000
4781 C.S. - Other <i>Hearing officer services.</i>	5,000

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PUBLIC WORKS

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CITY OF ALISO VIEJO

Public Works

FY 2015-2016

The Public Works Department includes the following Divisions:

- * Engineering (General)
- * Traffic Engineering
- * Street Maintenance

The Public Works Department oversees matters relating to City streets, public right-of-ways, capital projects, utilities, traffic-related issues, solid waste, water quality, storm water conveyance and private developments. The Department coordinates with and provides information to the general public, contractors, developers, utility companies, and other public agencies. It coordinates City projects and plans with other governmental agencies to ensure that the City's concerns are addressed (i.e. Orange County Transportation Authority, CalTrans, County of Orange).

Furthermore, Public Works is also responsible for the day-to-day maintenance of all publicly owned properties, including streets, curbs, gutters, sidewalks, traffic signals, signs, street lights, sewers, and storm drains. The Department administers various maintenance contracts to accomplish all field maintenance.

STAFF SUMMARY:

Contract Services:

Charles Abbott & Associates
PV Maintenance, Inc

Public Works

CITY OF ALISO VIEJO

P.W. Engineering

Estimated Expenditures

FY 2015-2016

ESTIMATED EXPENDITURES DETAIL

101-4501

	2011-2012 Actual	2012-2013 Actual	2013-2014 Actual	2014-2015 Adopted Budget	2014-2015 Mid-Year Budget	2015-2016 Draft Budget
OPERATING EXPENDITURES						
4309 Other Contractual Services	23,900	22,600	30,394	30,650	30,650	31,000
TOTAL OPERATING EXPENDITURES	23,900	22,600	30,394	30,650	30,650	31,000
OTHER SERVICES						
4513 Printing	368	-	-	2,500	2,500	1,000
4523 Miscellaneous Expense	-	-	-	-	-	-
4562 Permits	116,917	145,947	141,731	176,000	116,000	220,150
TOTAL OTHER SERVICES	117,285	145,947	141,731	178,500	118,500	221,150
SUPPLIES						
4601 Supplies	427	397	818	1,000	1,000	1,000
4620 Minor Equipment	247	63	-	250	250	250
TOTAL SUPPLIES	675	460	818	1,250	1,250	1,250
CONTRACT SERVICES						
4701 NPDES	272,877	294,696	296,422	315,000	312,500	330,000
4702 AB939 - Solid Waste	47,793	49,975	46,068	50,000	50,000	50,000
4741 C.S. - City Engineering	250,639	174,680	166,251	178,500	177,300	179,000
TOTAL CONTRACT SERVICES	571,309	519,351	508,742	543,500	539,800	559,000
TOTAL ENGINEERING	713,169	688,358	681,685	753,900	690,200	812,400

Public Works

CITY OF ALISO VIEJO

P.W. Engineering

Budget Detail

FY 2015-2016

TOTAL PUBLIC WORKS BUDGET		812,400
101-4501		
OPERATING EXPENDITURES		Amount Budgeted
4309	Other Contractual Services <i>Includes the annual license fee for Digital Maps GIS, additional GIS layers and Community View.</i>	31,000
OTHER SERVICES		
4513	Printing <i>Costs for miscellaneous printing and scanning of engineering documents.</i>	1,000
4523	Miscellaneous Expense	-
4562	Permits <i>NPDES Waste Discharge permit, County Co-Permittee costs, South Orange County Watershed COOP, and Aliso Creek Directive.</i>	220,150
SUPPLIES		
4601	Supplies <i>Office supplies.</i>	1,000
4620	Minor Equipment <i>Miscellaneous minor equipment.</i>	250
CONTRACT SERVICES		
4701	NPDES <i>Programs to eliminate pollutants in storm water. Expenses include labor charges, water testing, and other storm water costs. Also included are Water Quality education and enforcement costs.</i>	330,000
4702	AB 939-Solid Waste <i>Labor costs and other expenses incurred for programs designed to encourage recycling and reduce the quantity of solid waste produced in the City.</i>	50,000
4741	C.S.-City Engineering <i>Contract with Charles Abbott Associates. Includes DBE Annual Submittal.</i>	179,000

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CITY OF ALISO VIEJO
Public Works Traffic Engineering
FY 2015-2016

The Traffic Engineering Division investigates traffic issues by conducting traffic surveys and studies and recommending solutions to the City Council and City Manager.

Responsibilities include the review and development of City traffic engineering guidelines and standards, processing citizen concerns related to the existing circulation system and implementing corrective measures when appropriate, and analyzing traffic collision records to identify accident patterns and recommending any corrective measures.

The goal of the Traffic Engineering Division is to improve the quality of life for Aliso Viejo residents by maximizing traffic safety and minimizing traffic congestion.

STAFF SUMMARY:

Contract Services: Charles Abbott & Associates

Public Works

P.W. Traffic Engineering

CITY OF ALISO VIEJO

Estimated Expenditures

FY 2015-2016

ESTIMATED EXPENDITURES DETAIL
101-4502

	2011-2012 Actual	2012-2013 Actual	2013-2014 Actual	2014-2015 Adopted Budget	2014-2015 Mid-Year Budget	2015-2016 Draft Budget
CONTRACT SERVICES						
4742 C.S. - Traffic Engineering	24,121	18,931	15,961	20,000	20,000	20,000
TOTAL CONTRACT SERVICES	24,121	18,931	15,961	20,000	20,000	20,000
TOTAL TRAFFIC ENGINEERING	24,121	18,931	15,961	20,000	20,000	20,000

Public Works

CITY OF ALISO VIEJO

Budget Detail

P.W. Traffic Engineering

FY 2015-2016

TOTAL TRAFFIC ENGINEERING BUDGET	20,000
101-4502	

CONTRACT SERVICES	Amount Budgeted
--------------------------	------------------------

4742	C.S. - Traffic Engineering	20,000
	<i>Contract with Charles Abbott Associates. Expenses consist of labor charges, and traffic counts.</i>	

Note: *In order to comply with the MOE for Measure M turnback money, the City is obligated to spend a minimum of \$409,360 from General Fund monies specifically for street and traffic costs and are budgeted accordingly.*

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CITY OF ALISO VIEJO
Public Works Street Maintenance
FY 2015-2016

The Street Maintenance Division's goals are maintaining a pleasant living environment for the residents of Aliso Viejo, and providing hazard-free, safe roadways for motorists, and obstruction-free access for pedestrians.

In order to obtain the above goals, the Street Maintenance Division conducts inspections of street lights, intersection lights, and traffic controllers, monitors the City's street sweeping, plus removes debris from the public right of way, and maintains and repairs streets and sidewalks.

STAFF SUMMARY:

Contract Services:

Charles Abbott & Associates
PV Maintenance, Inc

Public Works

P.W. Street Maintenance

CITY OF ALISO VIEJO

Estimated Expenditures

FY 2015-2016

ESTIMATED EXPENDITURES DETAIL
101-4503

	2011-2012 Actual	2012-2013 Actual	2013-2014 Actual	2014-2015 Adopted Budget	2014-2015 Mid-Year Budget	2015-2016 Draft Budget
CONTRACT SERVICES						
4771 C.S. - Street Maintenance	375,883	382,697	386,062	389,800	389,800	389,800
TOTAL CONTRACT SERVICES	375,883	382,697	386,062	389,800	389,800	389,800
TOTAL STREET MAINTENANCE	375,883	382,697	386,062	389,800	389,800	389,800

Public Works

CITY OF ALISO VIEJO

P.W. Street Maintenance

Budget Detail

FY 2015-2016

TOTAL STREET MAINTENANCE BUDGET	389,800
101-4503	

CONTRACT SERVICES	Amount Budgeted
--------------------------	------------------------

4771	C.S. - Street Maintenance <i>Contract with Charles Abbott Associates and PV Maintenance Inc. Includes: Street sweeping, maintenance, and debris removal.</i>	389,800
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Note: *In order to comply with the MOE for Measure M turnback money, the City is obligated to spend a minimum of \$409,360 from General Fund monies specifically for street and traffic costs and are budgeted accordingly.*

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PUBLIC SAFETY

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CITY OF ALISO VIEJO

Law Enforcement

FY 2015-2016

The Public Safety Department includes the following Divisions:

- * Law Enforcement
- * Crime Prevention
- * Animal Care Services
- * Emergency Operations Center

The City of Aliso Viejo contracts with the Orange County Sheriff's Department for law enforcement services. These services include general law enforcement and traffic safety.

General law enforcement provides an assortment of officers to provide crime prevention via around-the-clock street patrols, narcotics prevention, special investigations, and the general enforcement of laws. Traffic safety provides routine traffic patrol as a means of encouraging motorists and pedestrians to comply with traffic laws and ordinances and, when necessary, issues citations and/or warnings for violations. Traffic accidents are investigated and their circumstances recorded and analyzed. This division also includes contract services for crossing guards and the administration of the City's parking citations.

As a component of Police Services, the Crime Prevention Specialist's function involves the implementation of proactive Community Oriented Police programs such as Neighborhood Watch and Business Watch. Child safety programs, including bicycle rodeos, Walk to School Day events, and fingerprinting are additional services that are offered to the Aliso Viejo community.

Animal Care Services provides for the care, protection, and control of animals that stray from their homes or are abused by their owners. This service, currently under contract with Mission Viejo Animal Services, includes the pick up of injured animals, impounding of stray dogs/cats, issuance of citations, and the provision of a shelter for homeless animals.

The preservation of life and property is an inherent responsibility of Local, State, and Federal Governments. The City of Aliso Viejo, therefore, has prepared a comprehensive Emergency Operation Plan, which serves as the basis for the City's emergency organization and emergency operations. The primary objective of this plan is to enhance the overall capabilities of government to respond to emergencies.

STAFF SUMMARY:

ORANGE COUNTY SHERIFFS DEPARTMENT

CONTRACT STAFF:

	FY 2015-2016
	<u>Proposed Staffing</u>
Lieutenant	1
Sergeant (Admin)	1
Sergeant	1.97
Investigator	2
DS II Patrol	16
DSII Motorcycle	2
Community Services Officer	2
Crime Prevention Specialist	1
School Resource Officer	0.65
Investigative Assistant	0.5
Emergency Mgmt. Program Coordinator	0.5
Total	<u>28.62</u>

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Public Safety

CITY OF ALISO VIEJO

Law Enforcement

Estimated Expenditures

FY 2015-2016

ESTIMATED EXPENDITURES DETAIL		2011-2012	2012-2013	2013-2014	2014-2015	2014-2015	2015-2016
101-5101		Actual	Actual	Actual	Adopted Budget	Mid-Year Budget	Draft Budget
PROFESSIONAL & TECH. SERVICES							
4308	Law Enforcement	6,141,511	6,162,062	6,493,575	6,992,915	6,992,915	7,589,195
TOTAL PROFESSIONAL & TECH. SERVICES		6,141,511	6,162,062	6,493,575	6,992,915	6,992,915	7,589,195
TOTAL LAW ENFORCEMENT-CONTRACT		6,141,511	6,162,062	6,493,575	6,992,915	6,992,915	7,589,195

Public Safety

Law Enforcement - Other

CITY OF ALISO VIEJO

Estimated Expenditures

FY 2015-2016

ESTIMATED EXPENDITURES DETAIL
101-5102

	2011-2012 Actual	2012-2013 Actual	2013-2014 Actual	2014-2015 Adopted Budget	2014-2015 Mid-Year Budget	2015-2016 Draft Budget
OPERATING EXPENDITURES						
4401 Equipment Maintenance	14,109	13,205	11,346	16,990	16,990	19,835
TOTAL OPERATING EXPENDITURES	14,109	13,205	11,346	16,990	16,990	19,835
OTHER SERVICES						
4516 Fuel	16,937	13,864	14,738	15,000	15,000	15,000
4520 Mtgs/Conf./Trng & Dev.	1,923	2,291	761	4,000	4,000	4,000
TOTAL OTHER SERVICES	18,860	16,155	15,499	19,000	19,000	19,000
SUPPLIES						
4612 Operating Supplies	8,984	9,592	12,102	10,000	15,000	15,000
TOTAL SUPPLIES	8,984	9,592	12,102	10,000	15,000	15,000
CONTRACT SERVICES						
4721 C.S. - Crossing Guards	100,486	109,745	124,036	139,410	139,410	151,110
TOTAL CONTRACT SERVICES	100,486	109,745	124,036	139,410	139,410	151,110
PUBLIC SAFETY EQUIPMENT						
4803 Public Safety Equipment	-	-	-	15,220	16,255	-
	-	-	-	15,220	16,255	-
TOTAL LAW ENFORCEMENT-OTHER	142,438	148,697	162,984	200,620	206,655	204,945

Public Safety

CITY OF ALISO VIEJO

Law Enforcement - Other

Budget Detail

FY 2015-2016

TOTAL LAW ENFORCEMENT OTHER BUDGET	204,945
101-5102	

	Amount Budgeted
OPERATING EXPENDITURES	
4401 Equipment Maintenance <i>Pro rata share of the county-wide maintenance & usage costs for 32 communication radio units.</i>	19,835
OTHER SERVICES	
4516 Fuel <i>Gasoline and maintenance costs for two motorcycles and the AV PALS vehicle.</i>	15,000
4520 Mtgs/Conf./Trng & Dev. <i>Expenses incurred for Training & Development, Conferences, and Meetings. These expenses are comprised of registration, lodging, transportation and meal costs.</i>	4,000
SUPPLIES	
4612 Operating Supplies <i>Office and program supplies, miscellaneous costs, and the replacement of AED batteries.</i>	15,000
CONTRACT SERVICES	
4721 C.S. - Crossing Guard <i>Crossing Guard services to ensure school children's safety to and from school.</i>	151,110
PUBLIC SAFETY EQUIPMENT	
4803 Public Safety Equipment <i>Expenses incurred in the purchase of public safety equipment.</i>	-

Public Safety

CITY OF ALISO VIEJO

Crime Prevention

Estimated Expenditures

FY 2015-2016

ESTIMATED EXPENDITURES DETAIL
101-5103

	2011-2012 Actual	2012-2013 Actual	2013-2014 Actual	2014-2015 Adopted Budget	2014-2015 Mid-Year Budget	2015-2016 Draft Budget
OPERATING EXPENDITURES						
4471 Rent	1,020	1,020	1,045	1,050	3,000	4,140
TOTAL OPERATING EXPENDITURES	1,020	1,020	1,045	1,050	3,000	4,140
OTHER SERVICES						
4520 Mtgs/Conf./Trng & Dev.	1,568	1,075	-	3,700	3,700	3,700
4521 Membership & Dues	165	220	65	270	270	270
TOTAL OTHER SERVICES	1,733	1,295	65	3,970	3,970	3,970
SUPPLIES						
4612 Operating Supplies	5,279	5,917	5,644	4,980	4,980	5,700
TOTAL SUPPLIES	5,279	5,917	5,644	4,980	4,980	5,700
TOTAL CRIME PREVENTION	8,032	8,232	6,754	10,000	11,950	13,810

Public Safety

CITY OF ALISO VIEJO

Budget Detail

Crime Prevention

FY 2015-2016

TOTAL CRIME PREVENTION BUDGET		13,810
101-5103		
		Amount Budgeted
OPERATING EXPENDITURES		
4471	Rent <i>Crime Prevention storage unit rental.</i>	4,140
OTHER SERVICES		
4520	Mtgs/Conf./Trng & Dev. <i>Expenses incurred for Training & Development, Conferences, and Meetings. These expenses are comprised of registration, lodging, transportation and meal costs. Included are Crime Free Multi-Housing Conference, Crime Prevention Annual Training, and California Injury Prevention training.</i>	3,700
4521	Membership & Dues <i>Dues to organizations enabling the City to receive updated information & training opportunities. Included are CCPOA, NCPC, and Safety Beltsafe USA.</i>	270
SUPPLIES		
4612	Operating Supplies <i>Office and program supplies for bus greeter program, crime prevention, and child safety.</i>	5,700

Public Safety

CITY OF ALISO VIEJO

Estimated Expenditures

Animal Care Services

FY 2015-2016

ESTIMATED EXPENDITURES DETAIL
101-5301

	2011-2012 Actual	2012-2013 Actual	2013-2014 Actual	2014-2015 Adopted Budget	2014-2015 Mid-Year Budget	2015-2016 Draft Budget
CONTRACT SERVICES						
4722 C.S. - Animal Care Services	220,000	238,782	276,740	275,100	287,870	290,000
TOTAL CONTRACT SERVICES	220,000	238,782	276,740	275,100	287,870	290,000
TOTAL ANIMAL CARE SERVICES	220,000	238,782	276,740	275,100	287,870	290,000

Public Safety

Emergency Operations Center

CITY OF ALISO VIEJO

Estimated Expenditures

FY 2015-2016

ESTIMATED EXPENDITURES DETAIL		2011-2012	2012-2013	2013-2014	2014-2015	2014-2015	2015-2016
101-5401		Actual	Actual	Actual	Adopted Budget	Mid-Year Budget	Draft Budget
SUPPLIES							
4612	Operating Supplies	3,847	2,961	(1,455)	3,000	3,000	5,000
	TOTAL SUPPLIES	3,847	2,961	(1,455)	3,000	3,000	5,000
TOTAL EMERGENCY OPERATIONS CENTER		3,847	2,961	(1,455)	3,000	3,000	5,000

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Transfers Out

CITY OF ALISO VIEJO

Transfers Out

Estimated Expenditures

FY 2015-2016

ESTIMATED EXPENDITURES DETAIL
101-9501

	2011-2012 Actual	2012-2013 Actual	2013-2014 Actual	2014-2015 Adopted Budget	2014-2015 Mid-Year Budget	2015-2016 Draft Budget
TRANSFERS OUT						
4999 Transfers Out	860,555	892,060	7,119,990	548,805	462,675	290,795
TOTAL TRANSFERS OUT	860,555	892,060	7,119,990	548,805	462,675	290,795
TOTAL TRANSFERS OUT	860,555	892,060	7,119,990	548,805	462,675	290,795

NOTE: Transfer Detail*

FD 261 - Aquatic Center	150,000
030 FD 332 - Wetlands	5,000
091 Dairy Fork Wetland	135,795
Total	290,795

General Fund - City Hall

CITY OF ALISO VIEJO

City Hall

Estimated Expenditures

FY 2015-2016

ESTIMATED EXPENDITURES DETAIL 102-3501	2011-2012 Actual	2012-2013 Actual	2013-2014 Actual	2014-2015 Adopted Budget	2014-2015 Mid-Year Budget	2015-2016 Draft Budget
ESTIMATED RESOURCES						
Rev-Use of Money & Prop						
34120 Rent - City Hall Lease	234,796	228,299	163,764	203,450	203,450	205,105
TOTAL ESTIMATED RESOURCES	234,796	228,299	163,764	203,450	203,450	205,105
APPROPRIATIONS						
Professional & Tech. Services						
4301 Professional Services	19,128	19,822	22,068	21,190	20,290	21,270
Total Professional & Tech. Services	19,128	19,822	22,068	21,190	20,290	21,270
Operating Expenditures						
4411 Utilities	53,165	53,135	54,774	62,500	65,500	63,500
4431 Building & Grounds Maintenance	57,947	57,589	57,498	68,410	71,210	70,970
Total Operating Expenditures	111,112	110,724	112,272	130,910	136,710	134,470
TOTAL APPROPRIATIONS	130,240	130,546	134,340	152,100	157,000	155,740
CAPITAL OUTLAY						
5910 Improvements	18,906	17,535	18,234	16,200	16,200	20,200
TOTAL CAPITAL OUTLAY	18,906	17,535	18,234	16,200	16,200	20,200
TRANSFERS OUT						
4999 Transfers Out	-	-	400,000	-	-	-
TOTAL TRANSFERS OUT	-	-	400,000	-	-	-
FUND BALANCE						
2911 Fund Balance - Beginning	321,695	407,345	487,563	98,754	98,754	129,004
PROJECTED ENDING FUND BALANCE	407,345	487,563	98,754	133,904	129,004	158,169

General Fund - City Hall

CITY OF ALISO VIEJO

City Hall

Budget Detail

FY 2015-2016

TOTAL CITY HALL BUDGET		175,940
102-3501		
		Amount Budgeted
PROFESSIONAL & TECH. SERVICES		
4301	Professional Services <i>Professional Property Management costs for City Hall.</i>	21,270
OPERATING EXPENDITURES		
4411	Utilities <i>City hall expenses for gas, electricity, water, and phone line for the sprinkler system.</i>	63,500
4431	Building & Grounds Maintenance <i>Association dues, janitorial services, landscape services, elevator maintenance, fire extinguisher maintenance, HVAC maintenance, plumbing & electric maintenance, pest control, security, and miscellaneous building maintenance and repairs.</i>	70,970
CAPITAL OUTLAY		
5910	Improvements <i>Tenant Improvements, roof maintenance, fire safety inspection, parking lot light pole rust repair, and misc. building repairs.</i>	20,200

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SPECIAL REVENUE FUNDS

Special Revenue

CITY OF ALISO VIEJO

203 - Gas Tax

Estimated Expenditures

FY 2015-2016

The City receives funds from Sections 2105, 2106, 2107 and 2107.5 of the Streets and Highways code. State law requires that these revenues be recorded in a Special Revenue Fund, and that they be utilized solely for street related purposes such as new construction, rehabilitation and maintenance.

ESTIMATED EXPENDITURES DETAIL		2011-2012 Actual	2012-2013 Actual	2013-2014 Actual	2014-2015 Adopted Budget	2014-2015 Mid-Year Budget	2015-2016 Draft Budget
ESTIMATED RESOURCES							
34010	Investment Earnings	6,877	3,195	3,434	2,800	2,800	2,000
35050	Gas Tax - 2105	220,134	211,958	333,702	235,350	235,350	285,380
35060	Gas Tax - 2106	157,361	162,570	168,568	187,950	187,950	151,930
35070	Gas Tax - 2107	315,815	347,322	357,046	289,175	323,000	390,170
35080	Gas Tax - Admin Tax	6,000	6,000	6,000	6,000	6,000	6,000
35090	Gas Tax - 2103	650,834	384,863	683,701	512,100	512,100	226,260
39999	Interfund Transfers	2	897	-	-	-	-
TOTAL ESTIMATED RESOURCES		1,357,024	1,116,805	1,552,451	1,233,375	1,267,200	1,061,740
APPROPRIATIONS							
4502-4301	Professional Services - Traffic Engineering	18,351	21,594	18,573	25,000	25,000	25,000
4503-4411	Utilities - Street Maintenance	221,882	232,527	238,798	245,000	261,100	262,000
4503-4771	C.S. Street Maintenance	625,450	690,422	618,722	739,000	739,000	739,000
4503-4772	C.S. Street Sweeping	73,181	73,181	74,132	80,000	80,000	80,000
TOTAL APPROPRIATIONS		938,864	1,017,724	950,225	1,089,000	1,105,100	1,106,000
TRANSFERS OUT*							
4999	Transfers - Out	690,855	621,398	650,596	750,000	650,000	-
TOTAL TRANSFERS OUT		690,855	621,398	650,596	750,000	650,000	-
FUND BALANCE							
2911	Fund Balance - Beginning	2,152,633	1,879,939	1,357,622	1,309,252	1,309,252	821,352
TOTAL PROJECTED FUND BALANCE		1,879,939	1,357,622	1,309,252	703,627	821,352	777,092
FUND BALANCE DETAIL							
Restricted for:							
	Emergencies & Unanticipated Traffic Project	339,256	279,201	388,113	308,344	316,800	265,435
	Streets & Highways	1,540,683	1,078,421	921,139	395,283	504,552	511,657
Total Fund Balance		1,879,939	1,357,622	1,309,252	703,627	821,352	777,092

* For Capital Improvement Projects Transfer-Out detail, refer to page 133.

Special Revenue

CITY OF ALISO VIEJO

204 - Measure M

Estimated Expenditures

FY 2015-2016

Measure "M" is a one-half cent sales tax created for countywide transportation improvements. Measure M was originally approved by Orange County voters in November 1990 and ended in March 2011. Measure "M" was created to develop a varied transportation system that would relieve congestion on existing freeways, streets and roads, and ensure future mobility within Orange County. The Orange County Transportation Authority (OCTA) administers Measure "M" funds.

Orange County Voters approved the renewal of Measure M in November 2006. The Program took effect in April 2011 and will provide more than \$11.8 billion to improve transportation in Orange County over a 30 year period.

ESTIMATED EXPENDITURES DETAIL		2011-2012	2012-2013	2013-2014	2014-2015	2014-2015	2015-2016
		Actual	Actual	Actual	Adopted	Mid-Year	Draft
					Budget	Budget	Budget
ESTIMATED RESOURCES							
34010	Investment Earnings	4,376	2,044	2,787	2,400	2,400	2,410
35604	Measure M-Grant	597,748	557,597	583,666	642,375	625,000	671,550
35605	Measure M-Competitive	-	189,754	193,749	-	-	568,100
35606	Measure M-SMP	-	-	22,148	24,050	24,050	24,300
39999	Interfund Transfers	-	-	-	-	-	-
TOTAL ESTIMATED RESOURCES		602,124	749,395	802,350	668,825	651,450	1,266,360
APPROPRIATIONS							
6104-4309	Other Contractual Service	-	-	19,434	24,050	24,050	24,300
TOTAL APPROPRIATIONS		-	-	19,434	24,050	24,050	24,300
TRANSFERS OUT*							
4999	Transfers - Out	830,806	343,436	760,936	751,600	851,600	2,145,550
TOTAL TRANSFERS OUT		830,806	343,436	760,936	751,600	851,600	2,145,550
FUND BALANCE							
2911	Fund Balance - Beginning**	1,048,657	819,974	1,225,932	1,247,912	1,247,912	1,023,712
TOTAL PROJECTED FUND BALANCE		819,974	1,225,932	1,247,912	1,141,087	1,023,712	120,222

NOTE: Transfer Detail*

100	FD 311 - Pacific Pk Rehab-Chase-SR73	884,000
091	FD 332-Dairy Fork Wetlands	511,550
101	Slurry Seal	750,000
Total		2,145,550

* For Capital Improvement Projects Transfer-Out detail, refer to page 133.

Special Revenue

CITY OF ALISO VIEJO

215 - Public Safety Grants

Estimated Expenditures

FY 2015-2016

SLESF: Money funded by the State of California for law enforcement to spend on front-line services in furtherance of public safety. This money was provided to the cities and counties for "new programs" and not intended to supplement current or planned budgets. The amount awarded to each city/county is population based with a minimum grant allocation amount of \$100,000.

ESTIMATED EXPENDITURES DETAIL

	2011-2012 Actual	2012-2013 Actual	2013-2014 Actual	2014-2015 Adopted Budget	2014-2015 Mid-Year Budget	2015-2016 Draft Budget
ESTIMATED RESOURCES						
34010 Investment Earnings	173	65	162	100	100	100
35616 SLESF	103,150	100,000	103,157	100,000	110,000	100,000
TOTAL ESTIMATED RESOURCES	103,323	100,065	103,319	100,100	110,100	100,100
APPROPRIATIONS						
5102-4803 Public Safety Equipment	124,259	91,104	76,126	75,855	177,755	87,945
TOTAL APPROPRIATIONS	124,259	91,104	76,126	75,855	177,755	87,945
FUND BALANCE						
2911 Fund Balance - Beginning	69,669	48,733	57,694	84,886	84,886	17,231
TOTAL PROJECTED FUND BALANCE	48,733	57,694	84,886	109,131	17,231	29,386

NOTE: Appropriations Detail

MDC Equip	47,880
PVS Equip	29,565
Tasers	10,500
Total	87,945

Special Revenue

CITY OF ALISO VIEJO

221 - AQMD Air Quality

Estimated Expenditures

FY 2015-2016

Since 1991, local governments have received AB2766 subvention funds to implement programs that reduce air pollution from motor vehicles. The AB2766 Subvention Program provides a funding source for cities and counties to meet requirements of federal and state Clean Air Acts. The legislation creating this revenue source provides for oversight of the use of these monies by local governments. Primary emphasis is directed towards those projects that provide cost-effective emissions reductions.

ESTIMATED EXPENDITURES DETAIL		2011-2012	2012-2013	2013-2014	2014-2015	2014-2015	2015-2016
		Actual	Actual	Actual	Adopted	Mid-Year	Draft
					Budget	Budget	Budget
ESTIMATED RESOURCES							
34010	Investment Earnings	2,067	1,211	1,593	1,800	1,800	1,600
35621	Air Quality Mgmt District	60,740	58,581	61,743	60,100	60,100	61,300
TOTAL ESTIMATED RESOURCES		62,807	59,792	63,336	61,900	61,900	62,900
APPROPRIATIONS							
6121-4308	Public Safety Equipment	-	-	-	-	28,000	-
TOTAL APPROPRIATIONS		-	-	-	-	28,000	-
TRANSFERS OUT							
4999	Transfers - Out	-	-	39,847	641,685	641,685	-
TOTAL TRANSFERS OUT		-	-	39,847	641,685	641,685	-
FUND BALANCE							
2911	Fund Balance - Beginning	595,033	657,840	717,632	741,122	741,122	133,337
TOTAL PROJECTED FUND BALANCE		657,840	717,632	741,122	161,337	133,337	196,237

* For Capital Improvement Projects Transfer-Out detail, refer to page 133.

Special Revenue

CITY OF ALISO VIEJO

225 - Integrated Waste Mgmt

Estimated Expenditures

FY 2015-2016

The Beverage Container Recycling and Litter Reduction Act authorizes the Department of Conservation to allocate funds on an annual basis to eligible cities and counties for beverage container recycling and litter cleanup activities.

The goal of California's beverage container recycling program is to reach and maintain an 80 percent recycling rate for all California Refund Value (CRV) beverage containers. The recycling programs established by cities and counties assist the Department of Conservation in reaching, maintaining, and hopefully, exceeding this goal.

The California Integrated Waste Management Board's Used Oil Recycling Program was developed to promote alternatives to the illegal disposal of used oil by establishing a state-wide network of collection opportunities and undertaking outreach efforts to inform and motivate the public to recycle used oil. The City utilizes these services through a contract with the County of Orange.

ESTIMATED EXPENDITURES DETAIL		2011-2012	2012-2013	2013-2014	2014-2015	2014-2015	2015-2016
		Actual	Actual	Actual	Adopted	Mid-Year	Draft
					Budget	Budget	Budget
ESTIMATED RESOURCES							
34010	Investment Earnings	118	31	57	75	75	50
35625	Beverage Container Recycling	13,248	13,385	13,205	13,250	13,250	13,250
35626	Used Oil Recycling Grant	-	-	-	-	-	-
TOTAL ESTIMATED RESOURCES		13,366	13,416	13,262	13,325	13,325	13,300
APPROPRIATIONS							
6125-4309	Other Contractual Services	9,980	16,709	15,048	15,000	30,000	22,000
6126-4309	Other Contractual Services	-	-	-	-	-	-
TOTAL APPROPRIATIONS		9,980	16,709	15,048	15,000	30,000	22,000
TRANSFERS OUT							
4999	Transfers - Out	-	-	-	-	-	-
TOTAL TRANSFERS OUT		-	-	-	-	-	-
FUND BALANCE							
2911	Fund Balance - Beginning	31,154	34,540	31,247	29,462	29,462	12,787
TOTAL PROJECTED FUND BALANCE		34,540	31,247	29,462	27,787	12,787	4,087

NOTE: Appropriations Detail

Aquatic Center Bulletin Board	2,000
Recycling /Litter Control Promo Items	3,000
Educational Materials	1,000
Discovery Center	5,000
Dog Waste Bags-City Facilities	3,000
Benches/Tables/Trash Cans/Signs	6,000
Recycling/Trash Containers	2,000
Total	22,000

Special Revenue

CITY OF ALISO VIEJO

231 - Other Grants

Estimated Expenditures

FY 2015-2016

The Other Grants Fund is used to account for state and other grants procured by the City for projects. Grants included are Prop. 40 grants, Prop. 84 Grants, State Community Development Block Grants, and State Habitat Conservation Grants.

ESTIMATED EXPENDITURES DETAIL		2011-2012	2012-2013	2013-2014	2014-2015	2014-2015	2015-2016
		Actual	Actual	Actual	Adopted	Mid-Year	Draft
					Budget	Budget	Budget
ESTIMATED RESOURCES							
34010	Investment Earnings	283	-	-	-	-	-
35230	State Grants	2,486	-	282,424	56,950	56,950	-
35631	Other Grants	597,334	-	-	-	-	-
TOTAL ESTIMATED RESOURCES		600,103	-	282,424	56,950	56,950	-
APPROPRIATIONS							
6131-4309	Other Contractual Services	860	-	-	-	-	-
TOTAL APPROPRIATIONS		860	-	-	-	-	-
TRANSFERS OUT*							
4999	Transfers - Out	-	409,557	303,914	56,950	56,950	-
TOTAL TRANSFERS OUT		-	409,557	303,914	56,950	56,950	-
FUND BALANCE							
2911	Fund Balance - Beginning	13,964	613,206	203,649	182,160	182,160	182,160
TOTAL PROJECTED FUND BALANCE		613,206	203,649	182,160	182,160	182,160	182,160

* For Capital Improvement Projects Transfer-Out detail, refer to page 133.

Special Revenue

CITY OF ALISO VIEJO

241 - Technology Grant

Estimated Expenditures

FY 2015-2016

The Technology Grant is a result of negotiations between the City and Cox Communications for a new franchise agreement. This agreement was adopted November 19, 2003. These funds will be used for new technology purchases, provide City information on the Cable TV Government Access Channel, and provide services to its residents through technology upgrades at City Facilities.

ESTIMATED EXPENDITURES DETAIL	2011-2012 Actual	2012-2013 Actual	2013-2014 Actual	2014-2015 Adopted Budget	2014-2015 Mid-Year Budget	2015-2016 Draft Budget
ESTIMATED RESOURCES						
34010 Investment Earnings	-	-	-	-	-	-
34150 Other Income	-	3,300	6,600	6,600	6,600	6,600
TOTAL ESTIMATED RESOURCES	-	3,300	6,600	6,600	6,600	6,600
APPROPRIATIONS						
4481 IT/Computer Equipment	12,875	35,582	27,348	20,000	197,000	20,000
TOTAL APPROPRIATIONS	12,875	35,582	27,348	20,000	197,000	20,000
TRANSFERS OUT						
4999 Transfers - Out	-	-	-	-	-	-
TOTAL TRANSFERS OUT	-	-	-	-	-	-
FUND BALANCE						
2911 Fund Balance - Beginning	585,291	572,416	540,134	519,386	519,386	328,986
TOTAL PROJECTED FUND BALANCE	572,416	540,134	519,386	505,986	328,986	315,586

NOTE: Appropriations Detail
 Server Virtualization Projects
Total

20,000
20,000

Special Revenue

CITY OF ALISO VIEJO

245 - Development Impact

Estimated Expenditures

FY 2015-2016

Through negotiated agreements with developers, the City of Aliso Viejo receives these fees for projects related to affordable housing, traffic mitigation, community enhancement, parks, trails, open space, and median improvements.

ESTIMATED EXPENDITURES DETAIL

	2011-2012 Actual	2012-2013 Actual	2013-2014 Actual	2014-2015 Adopted Budget	2014-2015 Mid-Year Budget	2015-2016 Draft Budget
ESTIMATED RESOURCES						
37010 Housing Fees	58,638	185,137	-	316,675	316,675	245,125
37020 Traffic Mitigation	78,808	-	22,408	22,410	22,410	-
37030 Community Enhancement	1,440,156	170,000	887,500	250,000	337,500	-
37050 Median Improvement	153,750	-	76,875	76,875	76,875	-
37060 Visual Art In Public Places	-	-	6,000	-	-	-
TOTAL ESTIMATED RESOURCES	1,731,352	355,137	992,783	665,960	753,460	245,125
APPROPRIATIONS						
6145-4301 Professional Services	-	-	39,000	-	-	-
6145-4581 Housing Programs	-	197,225	-	-	21,500	-
6145-5910 Improvements	-	33,618	50,000	300,000	300,000	100,000
TOTAL APPROPRIATIONS	-	230,843	89,000	300,000	321,500	100,000
TRANSFERS OUT*						
4999 Transfers - Out	974,671	16,979	147,385	570,000	457,000	805,000
TOTAL TRANSFERS OUT	974,671	16,979	147,385	570,000	457,000	805,000
FUND BALANCE						
2911 Fund Balance - Beginning	6,523,916	7,280,597	7,387,912	8,144,311	8,144,311	8,119,271
TOTAL PROJECTED FUND BALANCE	7,280,597	7,387,912	8,144,311	7,940,271	8,119,271	7,459,396

Appropriations Detail

Animal Services Cattery Expansion	50,000
Bike Rack Installations	50,000
Total	100,000

Transfer Detail*

094 FD 331 - Wayfinding Signs	150,000
095 FD 331 - AV Welcome Signs	200,000
FD260-Patio Improvements	150,000
FD261-Aquatic Center Fencing	215,000
FD261-Aquatic Center Ticket Window	15,000
FD261 Security Cameras at Aq Ctr	75,000
Total	805,000

* For Capital Improvement Projects Transfer-Out detail, refer to page 133.

Special Revenue

CITY OF ALISO VIEJO

251 - Federal Grants

Estimated Expenditures

FY 2015-2016

The Federal Grants Fund is used to account for Federal Grants received by the City for various projects. Grants included are FTA Grants, T.A.R.P. Funds, Federal Community Development Block Grants, and Energy Efficiency and Conservation Block Grants.

ESTIMATED EXPENDITURES DETAIL

	2011-2012 Actual	2012-2013 Actual	2013-2014 Actual	2014-2015 Adopted Budget	2014-2015 Mid-Year Budget	2015-2016 Draft Budget
ESTIMATED RESOURCES						
34010 Investment Earnings	103	-	-	-	-	-
35430 Federal Grants	506,071	897	-	-	-	189,680
TOTAL ESTIMATED RESOURCES	506,174	897	-	-	-	189,680
TRANSFERS OUT						
4999 Transfers - Out	507,241	897	-	-	-	189,680
TOTAL TRANSFERS OUT	507,241	897	-	-	-	189,680
FUND BALANCE						
2911 Fund Balance - Beginning	1,066	-	-	-	-	-
TOTAL PROJECTED FUND BALANCE	-	-	-	-	-	-

Special Revenue

CITY OF ALISO VIEJO

260 - Conference Center

Estimated Expenditures

FY 2015-2016

	2011-2012 Actual	2012-2013 Actual	2013-2014 Actual	2014-2015 Adopted Budget	2014-2015 Mid-Year Budget	2015-2016 Draft Budget
ESTIMATED RESOURCES						
37810 F&B	379,435	332,423	395,249	406,000	438,300	406,330
37820 Beverage	88,696	61,487	96,207	99,850	80,600	79,480
37831 Rental Fees	41,038	33,948	81,074	80,475	42,900	71,375
37832 Equipment Rental Fees	-	-	86,265	64,650	60,600	129,295
37865 Miscellaneous Revenue	200,239	174,791	116,454	106,230	109,000	105,895
39999 Interfund Transfers	186,589	249,000	162,198	305,195	216,565	150,000
TOTAL ESTIMATED RESOURCES	895,998	851,649	937,446	1,062,400	947,965	942,375
PERSONNEL-SALARIES & BENEFITS						
7101 P/R-Salaries	193,532	218,681	218,144	246,850	200,000	150,000
7102 P/R-Wages	51,244	55,063	72,727	64,990	59,800	81,300
7103 P/R-Contract Labor	69,450	52,685	56,156	79,355	52,000	62,851
7201 P/R-Benefits	76,975	84,670	81,814	98,735	81,600	60,000
Total Personnel-Salaries & Benefits	391,201	411,099	428,841	489,930	393,400	354,151
OPERATING EXPENDITURES						
7301 Cost of F&B	103,699	83,801	111,503	129,525	134,900	140,350
7303 Misc. Expense	61,692	45,193	51,974	70,605	52,000	41,000
7401 Equipment Maintenance	8,128	5,064	12,950	10,320	12,900	10,700
7402 Computer Expense	-	-	-	9,300	9,300	3,500
7411 Utilities	41,004	40,238	39,312	45,660	45,660	39,839
7421 Building & Ground Maintenance	35,725	25,380	23,751	32,230	32,230	27,350
7431 Supplies	36,354	38,388	37,054	34,100	30,250	27,700
7441 Marketing	36,801	32,117	39,290	45,415	45,415	28,000
7445 Fees & Permits	17,714	14,271	16,778	17,705	14,300	18,761
7448 Insurance Expenses	-	-	-	-	-	-
7451 Management Fees	112,408	112,908	122,086	123,610	123,610	99,834
7452 Accounting Fees	24,000	24,000	24,000	24,000	24,000	-
7501 Capital Maintenance	-	25,103	30,675	30,000	30,000	150,000
Total Operating Expenditures	477,525	446,463	509,372	572,470	554,565	587,034
TOTAL APPROPRIATIONS	868,726	857,562	938,213	1,062,400	947,965	941,185
TRANSFERS OUT						
4999 Transfers - Out	-	-	-	-	-	-
TOTAL TRANSFERS OUT	-	-	-	-	-	-
FUND BALANCE						
2911 Fund Balance - Beginning	(20,592)	6,679	766	-	-	-
TOTAL PROJECTED FUND BALANCE	6,679	766	-	-	-	1,190

Note: Transfer In Detail
 FD245 - Patio Improvments
Total

150,000
150,000

Special Revenue

CITY OF ALISO VIEJO

261 - Aquatic Center

Estimated Expenditures

FY 2015-2016

	2011-2012 Actual	2012-2013 Actual	2013-2014 Actual	2014-2015 Adopted Budget	2014-2015 Mid-Year Budget	2015-2016 Draft Budget
ESTIMATED RESOURCES						
37810 F&B	36,653	48,189	44,908	42,750	42,750	-
37835 Aquatic Fees	16,814	38,879	8,139	22,000	22,000	95,000
37840 Pool Use Fees	58,460	51,194	85,241	57,800	57,800	10,500
37845 Aquatic Classes	7,766	17,529	16,191	14,750	14,750	214,000
37860 Merchandise Sales	129	238	164	50	50	1,650
37865 Miscellaneous Revenue	-	-	-	-	-	-
39999 Interfund Transfers*	146,588	127,000	170,748	180,295	180,295	455,000
TOTAL ESTIMATED RESOURCES	266,409	283,029	325,392	317,645	317,645	776,150
PERSONNEL-SALARIES & BENEFITS						
7101 P/R-Salaries	16,898	16,750	17,392	24,340	24,340	58,335
7102 P/R-Wages	49,209	52,689	58,433	56,965	56,965	135,285
7201 P/R-Benefits	10,928	15,741	15,108	16,265	16,265	26,175
Total Personnel-Salaries & Benefits	77,034	85,180	90,932	97,570	97,570	219,795
OPERATING EXPENDITURES						
7301 Cost of F&B	12,451	18,768	16,814	14,990	14,990	-
7303 Misc. Expense	7,193	(267)	-	-	-	415
7401 Equipment Maintenance	3,192	7,897	4,318	5,520	2,820	5,300
7402 Computer Expense	-	-	-	-	4,200	1,500
7411 Utilities	44,321	46,621	51,246	47,835	47,835	80,780
7421 Building & Ground Maintenance	21,006	29,379	27,973	25,345	25,345	16,295
7425 Pool Maintenance	54,398	65,152	52,820	51,450	51,450	37,565
7431 Supplies	8,802	10,439	7,575	7,115	5,615	2,400
7441 Marketing	6,786	5,584	6,412	12,100	12,100	7,100
7445 Fees and Permits	1,984	4,441	4,689	4,650	4,650	-
7448 Insurance Expenses	4,844	6,552	6,970	6,470	6,470	-
7451 Management Fees	-	-	-	-	-	100,000
7452 Accounting Fees	-	-	-	-	-	-
7501 Capital Maintenance	-	4,413	56,576	44,600	44,600	305,000
Total Operating Expenditures	164,976	198,979	235,393	220,075	220,075	556,355
TOTAL APPROPRIATIONS	242,010	284,159	326,325	317,645	317,645	776,150
TRANSFERS OUT						
4999 Transfers - Out	-	-	-	-	-	-
TOTAL TRANSFERS OUT	-	-	-	-	-	-
FUND BALANCE						
2911 Fund Balance - Beginning	(22,336)	2,064	933	-	-	-
TOTAL PROJECTED FUND BALANCE	2,064	933	-	-	-	-

Note: *Transfer In Detail

FD245 - Aquatic Center Fencing	215,000
FD245 - Aquatic Center Ticket Window	15,000
FY 2015-16 GF Transfers	150,000
FD245 - Security Cameras at AQ CTR	75,000
Total	455,000

**CAPITAL
IMPROVEMENT
FUNDS**

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CITY OF ALISO VIEJO
Capital Improvement Funds
 FY 2015-2016

The City's Capital Improvement Funds provide for the maintenance or replacement of existing public facilities and assets and for the construction or acquisition of new ones. The following projects are scheduled for FY 2015-16 and budgeted accordingly.

Projects Summary:

Project	Funding Source	Amount
<u>Non-Recurring Projects</u>		
Pacific Park Rehabilitation Rehabilitation of the roadway from Chase to SR73, including full depth replacement of failed areas, pavement grinding, and asphalt overlay.	Measure M	\$884,000
Patio Improvements Patio improvements at the Aliso Viejo Conference Center.	Community Enhancement	\$150,000
General Fund Transfers Operational costs for the Aliso Viejo Aquatic Center	General Fund	\$150,000
Aquatic Center Fencing Construction of fencing at the Aliso Viejo Aquatic Center	Community Enhancement	\$215,000
Aquatic Center Ticket Window Construction of a ticket window at the Aliso Viejo Aquatic Center	Community Enhancement	\$15,000
Security Cameras Set up security cameras at the Aliso Viejo Aquatic Center.	Community Enhancement	\$75,000
Wayfinding Signs Purchase and install new wayfinding signs at key locations on arterial streets.	Community Enhancement	\$150,000
AV Welcome Signs Construct Aliso Viejo Welcome Signs at 73 toll road off-ramps using updated design guidelines.	Community Enhancement	\$200,000
ADA Improvements Citywide ADA compliance upgrades and improvements.	Federal Grant	\$171,850
Dairy Fork Wetland Project Construction of wetland near the southwest corner of Moulton Parkway and Aliso Viejo Parkway to reduce pollutant loads in urban run-off from the Dairy Fork sub-watershed.	General Fund, Measure M, & Intergov. Reimbursements	\$787,000
<u>Recurring Projects</u>		
Slurry Seal Project Annual Program for the slurry sealing of roadways. One-fifth of City streets are slurried each year in accordance with the Pavement Management System. Arterial streets are added as needed.	Measure M	\$750,000
Wetlands Monitoring Project Wetland habitat in Wood Canyon Creek leads into the detention basin constructed in FY 2005-06. Program includes ongoing mitigation, monitoring, and maintenance.	General Fund	\$5,000
Total:		\$3,552,850

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CITY OF ALISO VIEJO
SUMMARY OF CAPITAL IMPROVEMENT PROJECT
RESOURCES & APPROPRIATIONS BY SOURCE
FY 2015-2016

	2011-2012 Actual	2012-2013 Actual	2013-2014 Actual	2014-2015 Adopted Budget	2014-2015 Mid-Year Budget	2015-2016 Draft Budget
PROJECT SOURCES						
101 General Fund	10,272	2,775	16,687	63,315	462,675	290,795
202 Traffic Congestion Relief	-	-	-	-	-	-
203 Gas Tax	690,855	621,398	650,596	750,000	650,000	-
204 Measure M	830,806	343,436	760,936	751,600	851,600	2,145,550
215 Public Safety Grants	-	-	-	-	-	-
221 AQMD Air Quality	-	-	39,847	641,685	641,685	-
225 Integrated Waste Management	-	-	-	-	-	-
231 Other Grants	-	409,557	303,914	56,950	56,950	-
241 Technology Grant	-	-	-	-	-	-
245 Development Impact	974,671	16,979	147,385	570,000	457,000	805,000
251 Federal Grant	506,071	-	-	-	-	171,850
332 Storm Water	-	-	-	-	-	139,655
Total Project Sources	3,012,674	1,394,146	1,919,365	2,833,550	3,119,910	3,552,850
PROJECT USES						
260 Conference Center	-	-	-	-	216,565	150,000
261 Aquatic Center	-	-	-	-	180,295	455,000
311 Street Improvements	1,987,913	1,292,463	1,521,698	1,547,000	1,547,000	1,634,000
331 Capital Improvements	931,126	1,139	197,417	1,225,000	1,112,000	521,850
332 Storm Water	93,635	100,544	200,251	61,550	64,050	792,000
Total Project Uses	3,012,674	1,394,146	1,919,366	2,833,550	3,119,910	3,552,850

Capital Improvements

CITY OF ALISO VIEJO

311 - Street Improvements

Estimated Expenditures

FY 2015-2016

ESTIMATED EXPENDITURES DETAIL

	2011-2012 Actual	2012-2013 Actual	2013-2014 Actual	2014-2015 Adopted Budget	2014-2015 Mid-Year Budget	2015-2016 Draft Budget
ESTIMATED RESOURCES						
39999 Interfund Transfers*	1,987,913	1,292,463	1,521,698	1,547,000	1,547,000	1,634,000
TOTAL ESTIMATED RESOURCES	1,987,913	1,292,463	1,521,698	1,547,000	1,547,000	1,634,000
APPROPRIATIONS						
Traffic Safety						
8201-5501 Design	-	-	-	-	-	-
8201-5601 Construction Management	-	510	18,828	-	-	-
8201-5701 Construction	-	-	-	-	-	-
8201-5910 Improvements	-	14,414	-	-	-	-
Street & Highways						
8301-5501 Design	59,802	114,841	37,263	65,000	65,000	70,000
8301-5601 Construction Management	156,379	68,323	88,327	121,000	121,000	110,000
8301-5701 Construction	1,759,543	1,092,949	1,377,280	1,228,000	1,228,000	1,344,000
8301-5901 Project Contingency	12,190	-	-	88,000	88,000	110,000
8301-5910 Improvements	-	1,426	-	45,000	45,000	-
8301-5911 Rehabilitation	-	-	-	-	-	-
TOTAL APPROPRIATIONS	1,987,913	1,292,463	1,521,698	1,547,000	1,547,000	1,634,000
TOTAL PROJECTED FUND BALANCE	-	-	-	-	-	-

NOTE: Interfund Transfer Project Detail*

FD 204 - Pacific Pk Rehab-Chase-SR73	884,000
FD 204 - Slurry Seal FY15-16	750,000
Total	1,634,000

* Interfund transfers are funded by Measure M, Gas Tax, Other Grants, and Development Impact funds. For additional Capital Improvement Projects information refer to page 133.

Capital Improvements

CITY OF ALISO VIEJO

331 - Capital Improvements

Estimated Expenditures

FY 2015-2016

ESTIMATED EXPENDITURES DETAIL

	2011-2012 Actual	2012-2013 Actual	2013-2014 Actual	2014-2015 Adopted Budget	2014-2015 Mid-Year Budget	2015-2016 Draft Budget
ESTIMATED RESOURCES						
39999 Interfund Transfers*	931,126	1,139	197,417	1,225,000	1,112,000	521,850
TOTAL ESTIMATED RESOURCES	931,126	1,139	197,417	1,225,000	1,112,000	521,850
APPROPRIATIONS						
Parks/Recreation Project						
8701-5501 Design	-	-	167,467	190,000	190,000	-
8701-5601 Construction Management	-	-	-	50,000	60,000	-
8701-5701 Construction	-	-	-	360,000	520,000	171,850
8701-5901 Project Contingency	-	-	-	100,000	117,000	-
8701-5910 Improvements	827,442	1,139	29,950	525,000	225,000	350,000
8701-5911 Rehabilitation	103,684	-	-	-	-	-
TOTAL APPROPRIATIONS	931,126	1,139	197,417	1,225,000	1,112,000	521,850
TOTAL PROJECTED FUND BALANCE	-	-	-	-	-	-

NOTE: Interfund Transfer Project Detail*

094	FD 245 - Wayfinding Signs	150,000
095	FD 245 - AV Welcome Signs	200,000
	FD 251 - ADA Improvements	171,850
	Total	521,850

* Interfund transfers are funded by the General Fund, AQMD, and Development Impact funds. For additional Capital Improvement Projects information refer to page 133.

Capital Improvements

CITY OF ALISO VIEJO

332 - Storm Water

Estimated Expenditures

FY 2015-2016

ESTIMATED EXPENDITURES DETAIL

	2011-2012 Actual	2012-2013 Actual	2013-2014 Actual	2014-2015 Adopted Budget	2014-2015 Mid-Year Budget	2015-2016 Draft Budget
ESTIMATED RESOURCES						
39999 Interfund Transfers*	93,635	100,544	200,251	61,550	64,050	652,345
35040 Intergovernmental Reimbursements	-	-	-	-	-	139,655
TOTAL ESTIMATED RESOURCES	93,635	100,544	200,251	61,550	64,050	792,000
APPROPRIATIONS						
8601-5501 Planning & Design	-	-	-	56,550	56,550	-
8601-5601 Construction Management	1,650	2,775	6,502	5,000	7,500	5,000
8601-5701 Construction	91,985	97,769	193,749	-	-	787,000
TOTAL APPROPRIATIONS	93,635	100,544	200,251	61,550	64,050	792,000
TOTAL PROJECTED FUND BALANCE	-	-	-	-	-	-

NOTE: Interfund Transfer Project Detail

030	FD 101 - Wetlands	5,000
091	FD 101 - Dairy Fork Wetlands	135,795
091	FD 204 - Dairy Fork Wetlands	511,550
	Total	652,345

* Interfund transfers are funded by the General fund and Measure M. For additional Capital Improvement Projects information refer to page 133.

CITY OF ALISO VIEJO
CAPITAL IMPROVEMENT PLAN
FY 2015-16

Proj. #	Project Description	Total Cost	General Fund	M2 Fairshare	Meas. M Comp.	Gas Tax	State Grants/ Other	AQMD AB2766	Community Enhancement
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Traffic Management/Safety Projects (311-8201)

Total	-								
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Proj. #	Project Description	Total Cost	General Fund	M2 Fairshare	Meas. M Comp.	Gas Tax	State Grants/ Other*	AQMD AB2766	Community Enhancement
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Street Improvement Projects (311-8301)

100	Pacific Pk Rd Rehab - Chase to 73	884,000		884,000					
101	FY 2015-16 Slurry Seal	750,000		750,000					
	Total	1,634,000		1,634,000		-	-		-

Proj. #	Project Description	Total Cost	General Fund	M2 Fairshare	Meas. M Comp.	Gas Tax	State Grants/ Other	AQMD AB2766	Community Enhancement
---------	---------------------	------------	--------------	--------------	---------------	---------	---------------------	-------------	-----------------------

Capital Improvements (331-8701)

049	Aliso Viejo Ranch Improvements	-							
094	Wayfinding Signs	150,000							150,000
095	AV Welcome Signs at Tolls Roads Off-Ramps	200,000							200,000
	ADA Improvements	171,850					171,850		
	Total	521,850	-	-	-	-	171,850	-	350,000

Proj. #	Project Description	Total Cost	General Fund	M2 Fairshare	Meas. M Comp.	Gas Tax	State Grants/ Other**	AQMD AB2766	Community Enhancement
---------	---------------------	------------	--------------	--------------	---------------	---------	-----------------------	-------------	-----------------------

Stormwater Improvements (332-8601)

030	Wetlands Monitoring Project	5,000	5,000						
091	Dairy Fork Wetland Project	787,000					787,000		
	Total	792,000	5,000			-	787,000		

GRAND TOTAL	2,947,850	5,000	1,634,000	-	-	958,850	-	350,000
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Proj. #	Project Description	Total Cost	General Fund	M2 Fairshare	Meas. M Comp.	Gas Tax	State Grants/ Other**	AQMD AB2766	Community Enhancement
CARITS (231)		597,335							
#082	Pacific Park Rehab FY 2012-13	409,047				212,806			
#080	Pac Park/Oso Corridor Signal Sync FY 13-14	26,050				15,000			1,900
						135,800			3,310
						37,000			3,400
		162,238				38,232			88,136
RULE 20A (711-2607)**									
	Canyon Wren FY 2012-13					212,806			
	Dairy Fork Wetland Project (2014-15)					15,000			1,900
	Dairy Fork Wetland Project (2015-16)					135,800			3,310
	Alicia Pkwy					37,000			3,400
						38,232			88,136
Misc Projects (711-2607)									
	OCTA/Project P (2014-15)								
	El Toro Traffic Signals								1,900
	La Paz Traffic Signals								3,310
	Alicia Traffic Signals								3,400
									88,136

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CITY OF ALISO VIEJO
CAPITAL IMPROVEMENT PLAN
FY 2015-16

	Total	5101 Planning	5501 Design	5601 Const. Mgmt	5701 Construction	5901 Contingency	5910 Improvements	5911 Rehabilitation
Transfer Detail								
Traffic Management/Safety Projects								
Total	-							
Street Improvement Projects								
100 Pacific Pk Rd Rehab - Chase to 73	884,000		60,000	50,000	704,000	70,000		
101 FY 2015-16 Slurry Seal	750,000		10,000	60,000	640,000	40,000		
Total	1,634,000		70,000	110,000	1,344,000	110,000	-	
Capital Improvements								
049 Aliso Viejo Ranch Improvements	-		-	-	-	-		
094 Wayfinding Signs	150,000						150,000	
095 AV Welcome Signs at Tolls Roads Off-Ramps ADA Improvements	200,000 171,850					171,850	200,000	
Total	521,850	-	-	-	171,850	-	350,000	-
Stormwater Improvements								
030 Wetlands Monitoring Project	5,000			5,000				
091 Dairy Fork Wetland Project	787,000		-	85,000	702,000			
Total	792,000	-	-	5,000	702,000			
GRAND TOTAL	2,947,850	-	70,000	115,000	2,217,850	110,000	350,000	-

**COMMUNITY
TRUST
FUNDS**

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Community Trust

CITY OF ALISO VIEJO

721 - Community Trust

Estimated Expenditures

FY 2015-2016

ESTIMATED EXPENDITURES DETAIL

	2011-2012 Actual	2012-2013 Actual	2013-2014 Actual	2014-2015 Adopted Budget	2014-2015 Mid-Year Budget	2015-2016 Draft Budget
ESTIMATED RESOURCES						
34150 Other Income	60,306	76,755	58,057	60,000	60,000	60,000
TOTAL ESTIMATED RESOURCES	60,306	76,755	58,057	60,000	60,000	60,000
APPROPRIATIONS						
7501-6101 FRC Program Costs	-	-	-	-	-	-
7501-6102 After School Fun Zone	-	-	-	-	-	-
7501-6103 Collaborative Events/Programs	48,291	53,154	57,203	72,615	72,615	75,285
7501-6104 Community Education & Programs	(846)	-	-	500	500	-
7501-6201 Building - Furniture & Equipment	604	-	702	500	500	-
TOTAL APPROPRIATIONS	48,049	53,154	57,905	73,615	73,615	75,285
FUND BALANCE						
2911 Fund Balance - Beginning	112,155	124,411	148,012	148,165	148,165	134,550
TOTAL PROJECTED FUND BALANCE	124,411	148,012	148,165	134,550	134,550	119,265

NOTE: Collaborative Program Detail

Boys & Girls Club	40,000
Teen Keystone Club	12,500
Pet & Vet Clinics	50
FRC Open House	100
Foster Care Kinship Workshop	450
FRC Collaborative Workshops	225
Health & Fitness Fair @ Iglesia Park	500
Kids Day @ Iglesia Park	350
AV Library - ESL Literacy Program	2,500
CPR Classes	140
Senior Classes	300
Mammogram Screening	100
PVM - Family Picnic	750
PVM - Health, Resource, and Safety Fair	1,320
Movies in the Park	500
Family Picnic	500
Senior Program	15,000
Total	75,285

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Appendices

CITY OF ALISO VIEJO



Appendix A

BUDGET POLICY



City of Aliso Viejo

COUNCIL POLICY

SUBJECT	RES. NO.	POLICY NO.	EFF. DATE	PAGE
MANAGEMENT AND BUDGET POLICIES	2005-056	300-3	11/16/2005 Rev 1/21/09	1 of 6

PURPOSE

The following City financial policies establish the framework for the City of Aliso Viejo’s overall fiscal planning and management. They set forth guidelines against which current budgetary performance can be measured and proposals for future programs can be evaluated. The financial policies also improve the City’s fiscal stability by helping City officials plan fiscal strategy with a consistent approach. Adherence to adopted financial policies promotes sound financial management, which can lead to improvement in City bond ratings and lower cost of capital.

POLICY

1. Operating Management Policies

- a. All departments will participate in the responsibility of meeting policy goals and ensuring long-term financial health. Future service plans and program initiatives will be developed to reflect current policy directives, projected resources and future service requirements.
- b. All departments will notify the Director of Finance Services of all City transactions involving the receipt, transfer, appropriations and expenditure of funds prior to the commitment of such funds. All staff reports shall be submitted to the Financial Services Department for verification of financial information.

2. Revenue Policies

- a. Revenues will not be dedicated for specific purposes, unless required by law or generally accepted accounting practices (GAAP). All non-restricted revenues will be deposited in the General Fund and appropriated by the budget process.
- b. Current revenues will fund current expenditures. The City will endeavor to maintain a diversified and stable revenue base to minimize the effects of economic fluctuations on revenue generation.
- c. Development impact fees, as permitted by state law for capital expenses attributable to new development, will be reviewed to ensure that such fees cover all direct and indirect development-related expenses.
- d. The City will review user fees and charges and attempt to set them at a level that fully supports the total direct and indirect cost of the activity as permitted by law.
- e. City staff will seek out, apply for and effectively administer federal, state and other grants that address the City’s priorities and policy objectives and provide a positive



City of Aliso Viejo

COUNCIL POLICY

SUBJECT	RES. NO.	POLICY NO.	EFF. DATE	PAGE
MANAGEMENT AND BUDGET POLICIES	2005-056	300-3	11/16/2005 Rev 1/21/09	2 of 6

benefit to the City. Before any grant is pursued, staff shall provide a detailed pro-forma that addresses the immediate and long-term costs and benefits to the City.

- f. Grant funding will be considered to leverage City funds. Inconsistent and/or fluctuating grants should not be used to fund ongoing programs. In the event of reduced grant funding, programs financed with grant monies will be substituted with City resources only after all program priorities and alternatives are considered during the budget process.
- g. The City will follow a policy of collecting revenues that is aggressive and consistent, but sensitive to the circumstances. The City’s goal for collections is to have no more than .5 of 1% of the total City revenue being adjusted for bad debts annually.

3. Budget Policies

- a. The budget process is intended to weigh all competing requests for City resources, within expected fiscal constraints. Requests for new, ongoing programs made outside the budget process are discouraged.
- b. Budget development will use strategic multi-year fiscal planning, conservative revenue forecasts. The process will include a diligent review of programs by staff, management, and City Council.
- c. Balanced revenue and expenditure forecasts will be prepared to examine the City’s ability to absorb operating costs due to changes in the economy, service demands, and capital improvements. The forecast will be updated biennially, will focus on a three-year horizon, and will include a five-year outlook.
- d. All budgetary procedures will conform to state regulations and generally accepted accounting principles.
- e. The levels of budgetary authority to amend appropriations are as follows:
 - Department Heads can request to move appropriations from one object to another within the budget categories of operating expenditures, other services and supplies with the approval of the Director of Financial Services.
 - The Director of Financial Services will have the authority to transfer appropriations between objects, categories and departments within the same fund.
 - The City Manager will have the authority to transfer appropriations between funds.



City of Aliso Viejo

COUNCIL POLICY

SUBJECT	RES. NO.	POLICY NO.	EFF. DATE	PAGE
MANAGEMENT AND BUDGET POLICIES	2005-056	300-3	11/16/2005 Rev 1/21/09	3 of 6

- City Council’s approval will be required to amend revenue or appropriations, which result in a change to the adopted budget.

4. Cash Management Policies

- a. Investments and cash management will be the responsibility of the City Treasurer.
- b. Cash and Investment programs will be maintained in accordance with the City’s adopted investment policy and will ensure that proper controls and safeguards are maintained. City funds will be managed in a prudent and diligent manner with an emphasis on safety of principal, liquidity, and financial return on principal, in that order.
- c. The City invests all idle cash as determined by analysis of anticipated cash flow needs. Specific emphasis will be placed on future cash requirements when selecting maturity dates to avoid forced liquidations and the potential corresponding loss of investment earnings.
- d. In order to maximize yields from the overall portfolio, the City will consolidate cash balances from all funds for investment purposes, and will allocate investment earnings to each fund in accordance with generally accepted accounting principles.
- e. All investments and evaluation of such investments shall be made with regard to the "prudent investor" standard. The standard to be used by investment officials shall be that of a "prudent person" and shall be applied in the context of managing all aspects of the City’s investment portfolio. The prudent person standard is as follows: Investments will be made with the care, skill, prudence and diligence under the circumstances then prevailing, which persons of prudence, discretion and intelligence exercise in the professional management of their business affairs, not for speculation, but for investment, considering the probable safety of their capital as well as the probable income to be derived.
- f. The investment officer, acting in accordance with written procedures and the investment policy and exercising due diligence, shall be relieved of personal responsibility for an individual security's credit risk or market price changes, provided deviations from expectations are reported within a timely manner and appropriate action is taken to control adverse developments.
- g. The City Treasurer shall maintain a system of internal controls designed to ensure compliance with the Investment Policy and to prevent losses due to fraud, employee error, and misrepresentations by third parties or unanticipated changes in financial markets.
- h. The City Treasurer will generate a monthly report to the City Manager and City Council in conformance with all State laws and City investment policy requirements.



City of Aliso Viejo

COUNCIL POLICY

SUBJECT	RES. NO.	POLICY NO.	EFF. DATE	PAGE
MANAGEMENT AND BUDGET POLICIES	2005-056	300-3	11/16/2005 Rev 1/21/09	4 of 6

5. Capital Management Policies

- a. A five-year Capital Improvement Plan will be developed and updated annually, including anticipated funding sources. Capital improvement projects are defined as infrastructure or equipment purchases or construction, which results in a capitalized asset costing more than \$2,000 and having a useful (depreciable life) of five years or more.
- b. The capital improvement plan will include, in addition to current operating maintenance expenditures, adequate funding to support repair and replacement of deteriorating infrastructure and avoidance of a significant unfunded liability.
- c. Capital improvement lifecycle costs will be coordinated with the development of the Operating Budget. Future operating, maintenance and replacement costs associated with new capital improvements will be forecast, matched to available revenue sources and included in the Operating Budget. Capital project contract awards will include a fiscal impact statement disclosing the expected operating impact of the project and when such cost is expected to occur.
- d. City assets shall be systematically and accurately recorded, properly classified and adequately documented in the Fixed Asset Accounting System. The City shall establish an internal control structure over all assets to provide reasonable assurance of effective and efficient operations, reliable financial reporting and compliance with applicable laws and regulations. Refer to the Fixed Asset Policy and Procedure for guidelines.

6. Debt Management Policies

- a. A ratio of current assets to current liabilities of at least 2/1 will be maintained to ensure the City's ability to pay short-term obligations.
- b. Debt financing should not exceed the useful life of the infrastructure improvement or project.
- c. The City will not use long-term financing for any recurring purpose such as current operating and maintenance expenditures. Short-term debt instruments such as revenue, tax, or bond anticipation notes shall be excluded from this limitation.
- d. All bond issue proposals should include an analysis showing how the new issue, combined with any current debt, impacts the City's debt capacity and conformance with City policies.
- e. Community Facility District (CFD) Bonds shall be permitted only when there is a general City benefit. Refer to the Local Goals and Policies for the Use of the Mello-Roos Community Facilities Act of 1982. Exhibit A.



City of Aliso Viejo

COUNCIL POLICY

SUBJECT	RES. NO.	POLICY NO.	EFF. DATE	PAGE
MANAGEMENT AND BUDGET POLICIES	2005-056	300-3	11/16/2005 Rev 1/21/09	5 of 6

- f. A debt service fund will be maintained to account for restricted revenues and debt payments, as well as any additional debt amounts deemed to be advisable and necessary for any public or municipal purposes.

7. Reserve Policies

- a. All fund designations and reserves will be evaluated annually for long-term adequacy and use requirements in conjunction with development of the City's financial forecasts.
- b. General Fund Stabilization Reserve of 15 percent of the annual General Fund operating budget will be maintained for unforeseen emergencies or catastrophic impacts to the City.
- c. The unappropriated fund balance in the General Fund will be maintained at a level sufficient to provide adequate working capital and to accommodate required adjustments to other reserve accounts, including the reserves for advances to other funds, deposits and prepaid items.
- d. A minimum fund balance of 25 percent of estimated Gas Tax revenues for the current year will be set aside as a reserve for street repair emergencies and other unanticipated traffic safety projects.
- e. Economic Uncertainty Reserve will be budgeted and appropriated annually to avoid the need for service level reductions in the event an economic downturn that causes revenues to be less than anticipated in the budget.
- f. Self-Insurance Reserves will be maintained at a level, which, together with purchased insurance policies, will adequately indemnify the City's property, liability, and health benefit risk.
- g. Contingency Reserves to be determined annually will be maintained to offset unanticipated revenue shortfalls and/or unexpected expenditure increases. Contingency reserves may also be used for unanticipated and/or inadequately budgeted events threatening the public health or safety. Use of contingency funds should be utilized only after all budget sources have been examined for available funds, and subject to City Council approval.

8. Financial Reporting Policies

- a. The City's accounting and financial reporting systems will be maintained in conformance with all state and federal laws, generally accepted accounting principles (GAAP), and standards of the Governmental Accounting Standards Board (GASB) and the Government Finance Officers Association (GFOA).



City of Aliso Viejo

COUNCIL POLICY

SUBJECT	RES. NO.	POLICY NO.	EFF. DATE	PAGE
MANAGEMENT AND BUDGET POLICIES	2005-056	300-3	11/16/2005 Rev 1/21/09	6 of 6

- b. An annual audit will be performed by an independent public accounting firm, with an audit opinion to be included with the City’s published Comprehensive Annual Financial Report (CAFR).
- c. The City’s CAFR will be submitted to the Government Finance Officers Association and California Society of Municipal Finance Officers for the Certification of Achievement for Excellence in Financial Reporting Program. The financial report should be in conformity with GAAP, demonstrate compliance with finance-related legal and contractual provisions, disclose thoroughness and detail sufficiency, and minimize ambiguities and potentials for misleading inference.
- d. Financial systems will maintain internal controls to monitor revenues, expenditures, and program performance on an ongoing basis.
- e. The City will prepare periodic financial reports, for review by the City Council, to provide information on the status of the City’s financial condition.

9. Use of Funds

The City's accounting system is organized and operated on a "fund basis" under which each fund is a distinct self-balancing accounting entity. A fund is "an independent fiscal and accounting entity used to record all financial transactions related to the specific purpose for which the fund was created." Funds are established for the purpose of carrying on specific activities or attaining certain objectives in accordance with special regulations, legal restrictions or limitations. The fund balance is the amount that remains in a fund at the end of the fiscal year after revenues have been received and expenditures have been paid. In the case of restricted special funds, it is not unusual for large one-time capital expenditures to exceed one-year revenues. This is because some of these funds take a number of years to build up a balance adequate to pay for large projects.

10. Asset Replacement Funds

An Improvement and Replacement Fund will be maintained as a separate fund for budgetary purposes, to fund the rehabilitation or replacement costs of existing City buildings, recreational facilities, furniture and fixtures, and equipment when they reach the end of their useful lives. Rehabilitation and replacement costs shall include design, construction and administration costs related to the projects. This fund will be categorized as a special revenue fund on the City’s audited financial statements. The fund will be analyzed by staff every two years as part of the Five-Year Strategic Plan update process, for changes in assets, useful lives, estimated replacement costs, and appropriate funding level. This fund is to be maintained at a level sufficient to fund 50% of accumulated depreciation of the assets, based on estimated replacement costs, including design, construction and administration costs.

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CITY OF ALISO VIEJO



Appendix B

FUND BALANCE POLICY

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Appendix B



City of Aliso Viejo
COUNCIL POLICY

SUBJECT	RES. NO.	POLICY NO.	EFF. DATE	PAGE
FUND BALANCE POLICY	2012-04	300-08	02/01/2012	1 of 3

PURPOSE

This Fund Balance Policy establishes the procedures for reporting unrestricted fund balance in the fund financial statements. It is essential that the City maintain adequate levels of unassigned fund balance to mitigate financial risk that can occur from unforeseen revenue fluctuations, unanticipated expenditures or other similar circumstances. The fund balance also provides cash flow liquidity for the City’s general operations. In addition, the policy authorizes the City Manager and Director of Financial services to prepare financial reports which accurately categorize fund balance per GASB 54, *Fund Balance Reporting and Governmental Fund Type Definitions*.

POLICY

Classification of Fund Balances

Fund Balance shall mean the gross difference between governmental fund assets and liabilities reflected on the balance sheet. Governmental fund assets are those of the General Fund, Special Revenue Funds, Debt Service Funds, and Capital Project Funds. Negative fund balance amounts shall not be reported for restricted, committed, or assigned funds. The fund balance of the general fund, one of the governmental fund types, is of primary significance because the general fund is the primary fund, which finances most operations in the City. In accordance with Governmental Accounting Standards Board (GASB) Statement No. 54, *Fund Balance Reporting and Governmental Fund Type Definitions*, fund balance will be presented using the following classifications depicting the relative strength of the spending constraints placed on the purposes for which the resources can be used:

Non-spendable Fund Balance – portion of fund balance that cannot be spent because it is either (a) not in a spendable form, such as prepaid items, inventories or supplies, or loans receivable; or (b) legally or contractually required to be maintained intact, such as the principal portion of an endowment. Included are inventories, prepaid amounts, deferred expenditures, long-term receivables, notes receivable, and outstanding encumbrances. Specifically, in the City’s annual financial reports, this component of fund balance includes:

- Prepaid amounts.

Appendix B



City of Aliso Viejo
COUNCIL POLICY

SUBJECT	RES. NO.	POLICY NO.	EFF. DATE	PAGE
FUND BALANCE POLICY	2012-04	300-08	02/01/2012	2 of 3

Restricted Fund Balance – portion of fund balance that reflects constraints placed on the use of resources (other than non-spendable items) that are either (a) externally imposed by creditors (such as through debt covenants) or laws or regulations of other governments; or (b) imposed by law through constitutional provisions or enabling legislation. Specifically, in the City’s financial reports, this component of fund balance includes:

- Funds Reserved for Debt Service
- Gas Tax Fund Balance
- M2 Fund Balance
- AQMD Fund Balance
- SLESF Fund Balance.

Committed Fund Balance – portion of fund balance that is subject to self-imposed constraints on spending due to formal action of the highest level of decision-making authority (the City Council); funds remain committed unless removed in the same manner. Historically, this category has not been previously reported in the City’s financial reports.

Assigned Fund Balance – portion of fund balance that is constrained by the City’s intent to utilize fund balance for a specific purpose, but that is neither restricted nor committed. Currently includes the following Council-designated reserves:

- Contingency Reserves
- Self-Insurance/Benefit Obligations
- Asset Replacement Reserves
- Emergencies & Unanticipated CIP Projects.

Unassigned Fund Balance – portion of fund balance that is the difference between the total fund balance and the total of the non-spendable fund balance, restricted fund balance, committed fund balance, and assigned fund balance.

Due to the already present and/or legal limitations on the use of non-spendable and restricted fund balances, they are not subject to this Fund Balance Policy. The following fund balance policies are only relevant to the unrestricted fund balances, which include committed, assigned, and unassigned.

Appendix B



City of Aliso Viejo
COUNCIL POLICY

SUBJECT	RES. NO.	POLICY NO.	EFF. DATE	PAGE
FUND BALANCE POLICY	2012-04	300-08	02/01/2012	3 of 3

Authorization and Action to Commit Fund Balance

The City Council is the government’s highest level of decision-making authority and the formal action that is required to establish, modify, or rescind a fund balance commitment is a resolution approved by the Council at a City Council meeting. The resolution must either be approved or rescinded, as applicable, prior to the last day of the fiscal year for which the commitment is made. The amount subject to the constraint may be determined subsequent to fiscal year end.

Authorization and Action to Assign Fund Balance

By resolution, the Council has authorized the City Manager and Director of Financial Services to assign fund balance. Therefore, assignments of fund balance by the City Manager and Director of Financial Services do not require formal action by the City Council. The City Council maintains its authority, at all times, to assign fund balance to a specific purpose in relation to this Fund Balance Policy by providing direction to staff.

Minimum Unassigned Fund Balance

The City will strive to maintain an unassigned fund balance of between 25% and 35% of the budgeted operational expenditures in the City’s General Fund. Due to the volatile nature of a majority of City revenues, it is not deemed excessive for the City to maintain a fund balance in the General Fund at levels greater than 35% of the budgeted operational expenditures. The purpose of this unassigned balance is to provide a safety net that ensures the orderly provisions of services to citizens in the event of an unanticipated budget shortfall or emergency situation.

Should unassigned fund balance fall below the target amount, the City will seek to reduce expenditures, prior to increasing revenues, in order to replenish fund balance within a reasonable timeframe. The City will make every effort to avoid using fund balances for recurring operational expenditures. To the extent that the unassigned fund balance exceeds the minimum target, the City may draw upon fund balance to provide cash financing for capital projects or other one-time purchases.

Order of Expenditure of Funds

The spending prioritization, or flow assumption, is to use the most restricted category of funds that is available before unrestricted amounts. Within unrestricted resources, committed resources are used first, followed by assigned resources, and finally unassigned resources.

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CITY OF ALISO VIEJO



Appendix C

*GLOSSARY
&
FUND DESCRIPTIONS*

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Appendix C

GLOSSARY

Activity - The smallest unit of budgetary accountability and control, which encompasses a specific unit of work or service responsibility. A sub-unit of a Function budget.

Adoption - Formal action of the City Council, which sets the spending limits for the fiscal year.

Allocate - To divide a lump-sum appropriation, which is designated for expenditure by specific organization units and/or for specific purposes, activities, or objects.

Annual Budget - A budget applicable to a single fiscal year.

Appropriation - An authorization made by the council, which permits the City to incur obligations and to make expenditures of resources.

Appropriations Limit - Proposition 4, “The Gann Initiative” in 1979, amended Article XIII B, of the California Constitution. This Article limits growth in government spending to changes in population and inflation. The limit for the prior year is multiplied by a ratio, which is created by multiplying the percentage change in the per capita income with the percentage change in population.

Assessed Valuation - A dollar value placed upon real estate or other property, by Orange County, as a basis for levying property taxes.

Audit - Prepared by an independent Certified Public Accountant (CPA), the primary objective of an audit is to determine if the City's Financial Statements present fairly the City's financial position and results of operations in conformity with generally accepted accounting principles. In conjunction with their performance of an audit, it is customary for an independent auditor to issue a Management Letter stating the adequacy of the City's internal controls as well as recommending improvements to the City's financial management practices.

Budget - A financial plan for a specified period of time that matches planned revenues and expenditures to municipal services.

Budget Calendar - A schedule of key dates, which the City follows in the preparation, adoption, and administration of the budget.

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

CALPERS – California Public Employees Retirement System

Appendix C

CDBG – Community Development Block Grant

CJPIA - California Joint Powers Insurance Authority

Capital Improvement Program (CIP) - A program to provide for the maintenance or replacement of existing public facilities and assets and for the construction or acquisition of new ones.

Certificates of Participation (COP) - Obligations of a public entity based on a lease agreement. The lease payments made by the local agency do not constitute a debt in contravention of the provisions of the California State Constitution. Payments to certificate holders may originate from the General Fund. This method of financing is commonly used in California for the acquisition and construction of public facilities.

Community Facilities District (CFD) - A designated area for specific capital improvements installed by the city or developer, or the maintenance of same. The property owners receiving the benefit of the improvements pay an assessment on their property tax bills.

Contingency - An appropriation of funds to cover unforeseen events that occur during the fiscal year, such as flood emergencies, Federal Mandates, shortfalls in revenue, and similar eventualities.

Contractual Services - Services rendered to City activities by private firms, individuals or other governmental agencies. Examples of these services include traffic engineering, law enforcement, and city attorney services.

Debt Service - Payments of principal and interest on bonds and other debt instruments according to a predetermined schedule.

Debt Service Funds - Funds used to account for the payment of, and accumulation of resources for, long-term debt principal and interest.

Department - A major organizational unit of the City, which has been assigned overall management responsibility for an operation or a group of related operations within a functional area.

Designated Fund Balance - A portion of unreserved fund balance designated by City policy for a specific future use.

Encumbrance - The legal commitment of appropriated funds to purchase an item or service. To encumber funds means to set aside or commit funds for a future expenditure.

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

Appendix C

Property & Other Services:	Services to run the normal operations of the City including utilities and maintaining the equipment for the City.
Supplies:	Office supplies, materials and other items used in the normal operations of the City departments. Includes items such as books, maintenance materials and contractual services.
Capital Outlay:	Expenditures, which qualify as capital costs according to accounting standards. This includes furniture, fixtures, machinery, equipment and other relatively minor fixed assets.

Operating Budget - The portion of the budget that pertains to daily operations providing basic governmental services.

Ordinance - A formal legislative enactment by the City Council. It has the full force and effect of law within the City boundaries unless it is in conflict with any higher form of law, such as a State statute or constitutional provision.

Policy - A direction that must be followed to advance toward a goal. The direction can be a course of action or a guiding principle.

Property Tax - A statutory limited tax levy, which may be imposed for any purpose.

Program - A grouping of activities organized to accomplish basic goals and objectives.

Real Property Transfer Tax - Real property transfer tax is collected by the County Tax Collector and is based on the value of property transferred.

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

Resolution - A special order of the City Council which requires less legal formality than an ordinance in terms of public notice and the number of public readings prior to approval.

Revenue - Funds that the government receives as income. It includes such items as tax payments, fees from specific services, receipts from other governments, fines, forfeitures, grants, shared revenues and interest income.

Risk Management - An organized attempt to protect an organization's assets against accidental loss in the most cost-effective manner.

Appendix C

Sales Tax - A tax on the purchase of goods and services.

Special Revenue Funds - Funds used to account for the proceeds from specific revenue sources (other than trusts or major capital projects) that are legally restricted to expenditures for specific purposes.

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

Transfer - Monies appropriated from one fund to another, in order to reimburse the fund for expenses, or to finance the operation of the other Fund.

Trust and Agency Funds - Also known as Fiduciary Fund Types, these funds are used to account for assets held by the City in a trustee capacity or as an agent for private individuals, organizations or other governmental agencies.

Working Capital - Difference between current assets and current liabilities.

Appendix C

Description of Funds

General Fund (Fund Number 101-102) is the most versatile fund and is used to account for any legal budgetary purpose not accounted for elsewhere in the budget. General Fund Revenues include property tax, sales and user taxes, licenses, permits, franchise fees, fines and forfeitures, transfers from other agencies, fees for services and use of money and property.

All revenues which, by law, do not have to be placed in a separate fund are deposited in the General Fund. All general operations of the City are charged to this fund. All expenditures must be made pursuant to appropriations, which lapse annually and at the end of the fiscal year. Unexpended balances are transferred to the un-appropriated reserve.

Special Revenue Funds (Fund Numbers 200 - 299) are used to account for certain funds, which are legally restricted to certain purposes. Special Revenue Funds include the Traffic Congestion Relief Fund (202), Gas Tax (203), Measure M (204), Public Safety Grants (215), Air Quality-AB2766 (221), Integrated Waste Management (Used Oil Recycling Grant and Beverage Recycling Grant-225), Other Grants (231), Technology Grant (241) and Federal Grant (251).

Capital Improvement Project Funds (Fund Numbers 300 - 399) are used to account for the purchase or construction of major capital (Public Works) projects, which are not financed by proprietary, special assessment or trust funds. The five categories for capital projects are Street Improvements (311), Capital Improvements (331), Storm Water Improvements (332), COP 2006 and CFD 2005-01.

Debt Service Funds (Fund Numbers 400 - 499) are used to account for debt payments owed by the City. Certificates of Participation were issued in 2006 to finance the acquisition of City Hall.

Proprietary Funds account for a government's business type activities. The costs to provide services and the revenues charged for these services are accounted for in Enterprise and Internal Service Funds.

Enterprise Funds - Enterprise Funds are accounted for on a basis similar to private enterprise. All or a part of the costs of operations are recovered through fees charged to users. The City does not have an Enterprise Fund.

Internal Service Funds (Fund Numbers (600 - 699) Internal Service Funds account for a department of a governmental agency, which provides services to other departments of the agency. The costs of all or a part of the operations and the provision of services are recovered through fees charged to the user departments. The City does not have an Internal Service Fund.

Fiduciary (Trust And Agency) Funds (Fund Numbers 700 - 799) account for assets held by the City in a trustee capacity or as agency for individuals, private organizations, other governments, and/or other funds.

CITY OF ALISO VIEJO



Appendix D CHART OF ACCOUNTS

Revised July 1, 2015

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CITY OF ALISO VIEJO

CHART OF ACCOUNTS

FUNDS

GENERAL FUND

- 101 General Fund
- 102 General Fund - City Hall

SPECIAL REVENUE FUND

- 202 Traffic Congestion Relief Fund (AB 2928)
- 203 Gas Tax
(2103, 2105, 2106, 2107 & Gas Tax Admin)
- 204 Measure M
- 215 Public Safety Grants (CLEEP, SLESF)
- 221 AQMD Air Quality (AB2766)
- 225 Integrated Waste Management
- 231 Other Grants
- 241 Technology Grant
- 245 Development Impact
- 251 Federal Grants
- 260 City Facilities - Conference Center
- 261 City Facilities - Aquatic Center

CAPITAL PROJECTS FUND

- 311 Street Improvements
- 331 Capital Improvements
- 332 Storm Water
- 340 COP 2006
- 341 CFD 2005-01

DEBT SERVICE FUND

411 Debt Service

INTERNAL SERVICE FUND

611 Equipment Replacement

TRUST AND AGENCY FUND

711 Refundable Deposit

721 Community Trust

731 CFD 2005-01

ACCOUNT GROUPS

805 General Fixed Asset Account Group

807 General Long Term Debt Account Group

999 Pooled Cash

DEPARTMENTS

DEPARTMENT	PROGRAM	DEPARTMENT #	PROGRAM#
Elected Officials	City Council	11XX	1101
City Manager	City Manager	15XX	1501
	Economic Development		1502
City Clerk	City Clerk	16XX	1601
City Attorney	City Attorney	21XX	2101
Finance	Finance	25XX	2501
Non-Departmental	Central Services	35XX	3501
Community Services & Recreation		41XX	
	Community Services Administration		4101
	Iglesia Park		4102
	Iglesia Building		4103
	Family Resource Center		4104
Community Development		44XX	
	Planning		4401
	Building		4402
	Code Enforcement		4403
Public Works		45XX	
	Engineering (General)		4501
	Traffic Engineering		4502
	Street Maintenance		4503
Public Safety		5XXX	
	Law Enforcement - Contract		5101
	Law Enforcement - Other		5102
	Crime Prevention		5103
	Animal Control		5301
	EOC		5401

Special Revenue		61XX	
	General-AB2928		6102
	General-Gas Tax		6103
	General-Measure M		6104
	General-COPS		6111
	General-Public Safety		6115
	General-AB2766		6121
	General-Beverage Container Recycling Grant		6125
	General-Used Oil Recycling Grant		6126
	General-Other Grants		6131
	General-Technology Grant		6141
	General-Development Impact		6145
	General-Federal Grant		6151
	General-Conference Center		6160
	General-Aquatic Center		6161
Debt Service		71XX	
	Debt Service		7101
Trust & Agency		75XX	
	Trust Fund		7501
Capital Improvement		8XXX	
	Government Buildings		8101
	Traffic Safety		8201
	Streets & Highways		8301
	Sewer Improvements		8401
	Water Improvements		8501
	Drainage Improvements		8601
	Capital Projects		8701
	Miscellaneous Projects		8901
Transfers Out		95XX	
	Transfers Out		9501

GENERAL LEDGER

ASSETS

Current Assets	11XX - 15XX
1101 Cash	
1102 Petty Cash	
1103 Flex One Cash Account	
1104 Payroll Account	
1105 Cash with Fiscal Agent	
1201 Interest Receivable	
1202 Taxes Receivable	
1203 Accounts Receivable	
1301 Prepaid Expenses	
1401 Due from Other Funds	
1402 Due from Other Governments	

Fixed Assets	16XX - 17XX
1601 Land	
1602 Buildings	
1603 Improvements Other than Buildings	
1604 Vehicles & Equipment	
1605 Furniture & Fixtures	
1606 Construction in Progress	
1607 Infrastructure	
1608 Land - Streets	
1699 Accumulated Depreciation	

Other	18XX - 19XX
1801 Amount available for Compensated Absences	
1802 Amount to be provided for Compensated Absences	
1803 Amount available for Long Term Debt	
1804 Amount to be provided for Long Term Debt	

LIABILITIES

Current Liabilities	21XX - 25XX
2101	Accounts Payable
2102	Vouchers Payable
2103	Retentions Payable
2104	Interest Payable
2105	Deposits Payable
2201	Due to Other Funds
2202	Due to Other Governments
2301	Sales Tax Payable
2401	Deferred Revenue
2501	Accrued Payroll/Compensated Absences
2502	Federal Withholding Payable
2503	State Withholding Payable
2504	Medicare Payable
2505	Dental Insurance Payable
2506	Medical Insurance Payable
2507	Life Insurance Payable
2508	Vision Insurance Payable
2509	Deferred Compensation Payable
2510	PERS Payable
2511	SDI Payable
2512	Worker's Compensation Payable
2513	Flex Benefits
2514	FICA Withholding Payable
2599	Miscellaneous Payable

Deposits

26XX

- 2601 Refundable Deposits
- 2602 Planning Deposit
- 2603 Engineering Deposit
- 2604 Building Deposit
- 2605 Grading Bond Deposit
- 2606 C & D Deposit
- 2607 Miscellaneous Deposits Payable
- 2608 Finance Deposit
- 2609 Security Deposit

Long Term Liabilities

27XX

- 2701 Bonds Payable
- 2702 Compensated Absences Payable
- 2704 Long Term Debt

Fixed Assets

28XX

- 2801 Investment in Fixed Assets - General Fund
- 2802 Investment in Fixed Assets - Public Safety
- 2803 Investment in Fixed Assets - CIP Fund
- 2804 Investment in Fixed Assets - Equipment Improvement & Replacement
- 2805 Investment in Fixed Assets - CIP
- 2899 Depreciation Expense

FUND EQUITY

29XX

2911	Fund Balance
2921	Budgetary Fund Balance
2931	Revenue
2941	Estimated Revenue
2951	Expenditures
2961	Appropriations
2971	Encumbrances
2981	Reserve for Encumbrances
2985	Reserve for Contingencies
2991	Reserve for CIP
2995	Reserve for Debt Service

REVENUE ACCOUNTS

TAXES

31XXX

General Property Taxes

- 31010 Current, Secured
- 31020 Current, Unsecured
- 31030 Prior Year Taxes
- 31040 Supplemental Roll
- 31050 Miscellaneous Property Tax
- 31060 CSA 4
- 31070 Property Tax in Lieu
- 31075 Real Property Transfer Tax
- 31076 Homeowner's Property Tax Relief
- 31080 CFD 2005-01 Assessments

Sales & Use Tax

- 31210 General Sales Tax
- 31211 Sales Tax in Lieu

Franchise Taxes

- 31310 Franchise - Electric
- 31320 Franchise - Gas
- 31330 Franchise - Cable TV
- 31340 Franchise - Waste Collection
- 31350 Franchise - Other

Other Taxes

- 31520 County Fire Tax Credit
- 31530 Public Utility Tax
- 31540 Transient Occupancy Tax

LICENSE & PERMIT FEES **32XXX**

Construction Permits

- 32010 Building Permits
- 32020 Electrical Permits
- 32030 Plumbing Permits
- 32040 Mechanical Permits
- 32050 Grading Permits
- 32055 C & D Permit
- 32060 Certificate of Occupancy
- 32070 Sign Permits
- 32080 Re-Inspection/Special Inspection Permits
- 32085 Use Permit
- 32090 Issuance Fee
- 32091 Massage License Fees
- 32095 Water Quality

FINES & FORFEITURES **33XXX**

Vehicle Code Fines

- 33010 Vehicle Code Fines

Other Fines & Forfeitures

- 33150 Other Fines & Forfeitures
- 33160 Parking Citations

REVENUE - USE OF MONEY & PROPERTY **34XXX**

Investment Earnings

- 34010 Investment Earnings

Rents & Concessions

- 34120 Rent - City Hall Lease
- 34130 Rent - Iglesia Park
- 34150 Other Income
- 34160 Program Revenue

INTERGOVERNMENTAL REVENUES

35XXX

State Shared Taxes

- 35010 Motor Vehicle License Fee
- 35020 Miscellaneous VLF
- 35030 Off Highway Tax
- 35050 Gas Tax - 2105
- 35060 Gas Tax - 2106
- 35070 Gas Tax - 2107
- 35080 Gas Tax - Admin Tax
- 35090 Gas Tax - R&T 7360

State grants & Reimbursement

- 35220 State Mandated Reimbursement
- 35230 State Grants

Federal Grants & Reimbursements

- 35430 Federal Grants

From Other Agencies

- 35602 AB 2928-Traffic Congestion Relief
- 35603 Prop. 1B
- 35604 Measure M
- 35605 Measure M Competitive
- 35606 Measure M-SMP
- 35615 CLEEP
- 35616 SLESF
- 35621 AB2766-Air Quality Mgmt District
- 35625 Beverage Container Recycling Fund
- 35626 Used Oil Recycling Grant
- 35631 Other Grants
- 35632 State Habitat Conservation Fund
- 35633 U.S. Fish & Wildlife Service

CURRENT SERVICE CHARGES

36XXX

General Government Charges

36010 Sales of Publications
(Maps, Plans, Bid documents, Budgets etc)

Engineering Charges

36210 Subdivision & Parcel Map Fees
36220 Engineering Inspection Fees
36270 Engineering Fees
36280 Transportation Permit
36290 Encroachment Permits
36295 WQMP

Planning & Zoning Charges

36310 Planning Fees
36320 Environmental Fees
36330 Development Agreement
36340 Site Plan Review
36345 Tentative Tract/Parcel Map
36350 General Plan
36355 Housing Administration
36360 Special Events Fees
36390 Misc Planning Fees

Building Regulation Charges

36410 Building Plan Check Fees
36420 SMIP
36430 Building Standard Fee (CBSC)
36440 Microfilm
36450 Code Enforcement Citations

Quasi-External Charges

36640 Business Registration Fees

OTHER REVENUES

37XXX

Sales of Property

- 37010 Housing in Lieu Fee
- 37020 Traffic Mitigation
- 37030 Community Enhancement
- 37040 Parks/Trails/Open Space
- 37050 Median Improvement
- 37060 Visual Art In Public Places

Miscellaneous Revenues

- 37510 Insurance Reimbursements
- 37530 Miscellaneous Revenue
- 37540 Administrative Revenue
- 37560 Returned Check Charges

City Facility Revenue

- 37810 Food & Beverage
- 37820 Beverage
- 37830 F&B-Tourney
- 37831 Rental Fees
- 37832 Equipment Rental Fees
- 37835 Aquatic Fees
- 37836 Use Fees
- 37840 Pool Use Fees
- 37845 Aquatic Classes
- 37860 Merchandise Sales
- 37865 Miscellaneous Revenue

OTHER FINANCING SOURCES

38XXX

- 38010 Bond Proceeds

TRANSFERS IN

39XXX

- 39999 Interfund transfers

EXPENDITURE ACCOUNTS

4XXX

4100 PERSONNEL SERVICES - WAGES & SALARIES

- 4101 Regular Employees
Salaries paid to regular City employees.
- 4102 Part Time Wages
- 4103 City Council Compensation
- 4104 Overtime Pay
Additional wages paid to employees for overtime hours worked

4200 PERSONNEL SERVICES - BENEFITS

- 4201 Retirement
PERS & Survivor benefit contributions for regular employees
- 4202 FICA/Medicare
City paid FICA & Medicare for all employees
- 4203 State Unemployment Insurance/Claims
- 4206 Medical Insurance
- 4207 Dental Insurance
- 4208 Vision Insurance
- 4209 Life Insurance
- 4221 Flex Benefits
- 4222 COBRA
- 4224 Deferred Compensation
- 4225 Vehicle Allowance/Cell Allowance
- 4226 Pension Plan

4300 PROFESSIONAL & TECHNICAL SERVICES

- 4301 Professional Services
Contractual services for independent professional assistance (i.e. health, accounting, appraisal and consultant services).
- 4302 Economic Development - Marketing
- 4303 Legal Notices
- 4304 Legal Services
- 4305 Technology Services
Contractual services for network support, website support and any other technology services

- 4306 Website Services
- 4308 Law Enforcement
- 4309 Other Contractual Services
Contractual planning services, building services, and any other contracted services not covered under another object.
- 4310 Contractual Employment Services
Temporary employees obtained through a service

4400 OPERATING EXPENDITURES

- 4401 Equipment Maintenance
Contracts and charges for equipment maintenance
- 4411 Utilities
Charges for utility services, such as electric, gas, water, sewer & waste disposal
- 4421 Equipment Rental
- 4431 Building & Ground Maintenance
Contracts and charges for building & ground maintenance
- 4461 Other Equipment Maintenance
Contracts and charges for maintenance of equipment, other than vehicles and office equipment
- 4471 Rent
- 4481 Computer Expenses
Charges for computer & computer accessories

4500 OTHER SERVICES

- 4501 Advertising & Promotions
- 4502 Awards & Recognition
- 4511 Communication
Charges for cell phones, smart phones or other communication services
- 4512 Postage
Charges for postage & messenger services
- 4513 Printing
Charges for printing, microfilming, photographic and reproduction services
- 4514 Travel
- 4516 Fuel
- 4520 Meetings/Conferences/Training & Development
- 4521 Membership & Dues
- 4522 Insurance Expenses
- 4523 Miscellaneous Charges
Any minor charges not covered under any of the above object codes
- 4525 Election
Any charges to the county and others in connection with a municipal election

- 4526 Recreation Activities
- 4527 Recreation - City Special Events
- 4528 Recreation - Partner Events
- 4529 Recreation - Youth Programs
- 4530 Community Assistance Grants
Competitive programs and those supported with line items
- 4531 Community Outreach
Newsletter, New Business Info
- 4532 Special Projects
- 4533 Community Promotion Grants
Enhance community relations
- 4534 Community Events
- 4535 Special Events
Special Events fees
- 4540 Cost of Issuance
- 4541 Principal Payment
- 4542 Interest & Fiscal Charges
- 4543 Special Tax
- 4551 O.C Revenue Neutrality Payment
- 4552 Transition Year Costs
- 4553 Community Preservation
- 4561 Taxes/Fees
- 4562 Permits
Special permits -NPDES

4600 SUPPLIES

- 4601 Supplies
- 4611 Publications/Reference Material
- 4612 Operating Supplies
- 4620 Minor Equipment

4700 CONTRACT SERVICES

- 4701 NPDES
- 4702 AB939-Solid Waste
- 4721 C.S-Crossing Guards
- 4722 C.S-Animal Care Services

- 4731 C.S-General Plan
- 4732 C.S-Planning
- 4733 C.S.-Zoning Code
- 4734 C.S.-Codification
- 4735 Litigation
- 4736 C.S.-Master Plans
- 4741 C.S-City Engineering
- 4742 C.S-Traffic Engineering
- 4751 C.S-Building
- 4761 C.S-Code Enforcement
- 4771 C.S-Street Maintenance
- 4772 C.S-Street Sweeping
- 4781 C.S-Other

4800 CAPITAL EXPENDITURES

- 4802 Office Equipment
- 4803 Public Safety Equipment

4900 TRANSFERS OUT

- 4999 Transfers Out

5000 CIP PROJECT EXPENDITURES

- 5101 Planning
- 5202 Community Enhancement
- 5203 County Road Fees
- 5501 Design
- 5601 Construction Management
- 5701 Construction
- 5901 Project Contingency
- 5910 Improvements
- 5911 Rehabilitation
- 5912 Water District Improvements
- 5920 Acquisition

6000 TRUST ACCOUNT EXPENDITURES

- 6101 FRC Program Costs
- 6102 After School Fun Zone
- 6103 Collaborative Events/Programs
- 6104 Community Education & Programs
- 6201 Building - Furniture & Equipment
- 6202 Park - Furniture & Equipment

7000 FACILITIES EXPENDITURES

- 7101 P/R Salaries
- 7102 P/R Wages
- 7103 Contract Labor
- 7201 P/R Benefits
- 7301 Cost of Food & Beverage
- 7302 Misc. P/R Reimbursement
- 7303 Miscellaneous Expense
- 7401 Equipment Maintenance
- 7402 Computer Expenses
- 7411 Utilities
- 7421 Building & Ground Maintenance
- 7425 Pool Maintenance
- 7431 Supplies
- 7435 Merchandise
- 7441 Marketing
- 7445 Fees & Permits
- 7448 Insurance Expenses
- 7451 Management Fees
- 7452 Accounting Fees
- 7501 Capital Maintenance

PROJECT CODES

001	NPDES
002	General Plan
003	Median Design
004	FRC-Prop 10
005	Journey/Aliso Creek Right Turn
006	Median Construction
007	Motor Officer
008	Cable Negotiations
009	AB 939-Solid Waste
010	Slurry Seal-FY 2002-03
011	General Plan-Amendment #1
012	Park Improvements
013	Slurry Seal-FY 2003-04
014	Aliso Creek/El Toro-East Wing
015	Aliso Creek/Laguna Hills-East Wing
016	Aliso Creek @ El Toro/Alicia
017	Aliso Creek @ Glenwood
018	AV Ranch
019	Slurry Seal-FY 2004-05
020	Pacific Park/La Paz/Wood Canyon
021	Glenwood-Moulton/Enterprise-IIP
022	Wood Canyon/Pacific Park-Northbound-IIP
023	School Traffic Improvement
024	El Toro/Aliso Creek-Right Turn
025	Bikeway Master Plan
026	Wood Canyon Traffic
027	Pacific Park Median Project
028	AV Parkway-Moulton/Enterprise
029	Town Center Loop

- 030 Wetlands Project
- 031 SR73 Park-N-Ride
- 032 Slurry Seal FY 2005-2006
- 033 Traffic Congestion Mitigation
- 034 SR73 Enhancement Master Plan
- 035 Pacific Park Bridge
- 036 Pacific Park @ Chase - IIP
- 037 Aliso Creek SR73 Traffic Island
- 038 Aliso Creek Median - SR73 to Windsong
- 039 Aliso Creek Median - El Toro to Eastwing
- 040 Calle Cortez Median
- 041 Slurry Seal FY 2006-2007
- 042 Transportation Plan - Go Local
- 043 Iglesia Park - Prop 40 Improvements
- 044 SEEP Project
- 045 Slurry Seal -FY 2007-08
- 046 Aliso Creek at Pacific Park Intersection
- 047 Bike Trail on SCE R-O-W
- 048 AV Parkway Median (Grand to Enterprise)
- 049 Aliso Viejo Ranch Master Plan
- 050 Aliso Viejo Pkwy Median (Pacific Park to Grand)
- 051 Slurry Seal - FY 2008-09
- 052 USPS
- 053 Pacific Park Rehab (La Paz to Alicia)
- 054 Pacific Park Rehab (Mareblu to La Paz)
- 055 Alicia Parkway Rehab (Pacific Park to City Limit)
- 056 Pacific Park Rehab (Cheyenne to Aliso Viejo Parkway)
- 057 City Facility Rehab
- 058 Slurry Seal - FY 2009-10
- 059 Aliso Creek Median (SR73 to Enterprise)
- 060 Emergency Debris & Tree Removal

- 061 Woodfield Dr. - Emergency Rehab
- 062 AV Pkwy Slope & Storm Drain
- 063 City Hall HVAC Renovation
- 064 FY 2010-11 Slurry Seal
- 065 Town Center Loop - Phase 2
- 066 Mareblu Rehab - North End
- 067 Wood Canyon Rehab - West
- 068 Pacific Park - North Canyon Vistas
- 069 Laurelmont Rehab
- 070 Aliso Creek Rehab - SR73
- 071 2010 Street Rehabilitation Project
- 072 La Paz Rehab - SR 73 to Pacific Park
- 073 FY 2011-12 Slurry Seal
- 074 Rec Ad Hoc - Lights at ANHS Batting Cages
- 075 Rec Ad Hoc - Lights at Foxborough Park
- 076 Rec Ad Hoc - Restrooms at Foxborough Park
- 077 Rec Ad Hoc - Shade Structures at Woodfield Park
- 078 Rec Ad Hoc - Goal Posts/Striping at Creekside Park
- 079 Rec Ad Hoc - Shade Structures at AV Community Park
- 080 M2 Pacific Park/Oso Corridor
- 081 M2 Tier 1 Environmental Cleanup Program
- 082 Pacific Park Rehab - Aliso Creek Rd to Alicia Pkwy
- 083 FY 2012-13 Slurry Seal
- 084 Aliso Creek Rd Rehab - Enterprise to Pacific Park
- 085 Traffic Signal Modifications
- 086 M2 Tier 1 Environmental Clean Up
- 087 FY 2013-14 Slurry Seal
- 088 Alicia Pedestrian Bridge
- 089 Pacific Park Rehab - Cheyenne to Chase
- 090 M2 Tier 1 Environmental Clean-up

- 091 Dairy Fork Rehab
- 092 Aliso Creek Rehab - Pacific Park to AV Parkway
- 093 FY 2014-15 Slurry Seal
- 094 Wayfinding Signs
- 095 Aliso Viejo Welcom Signs off SR73
- 096 Town Center Monument Signs
- 097 Aliso Niguel High School LED Scoreboards
- 699 Reimbursable Emergency Projects
- 700 IT - Virtualization Project
- 701 Software Renewals
- 800 Green City Initiative
- 900 Senior Mobility Program
- 995 Twilight Camp
- 996 Branding & Marketing
- 997 Summer Camp
- 998 Snow Fest
- 999 Founder's Day

CITY OF
ALISO VIEJO



Financial Services Department
(949) 425-2522

5 YEAR STRATEGIC PLAN

2015-2020



CITY OF
ALISO VIEJO

CITY OF **ALISO VIEJO**



DRAFT

5 YEAR STRATEGIC PLAN

FISCAL YEARS 2015-2020

WILLIAM A. PHILLIPS
Mayor

MIKE MUNZING
Mayor Pro Tem

ROSS CHUN
Council Member

DAVID C. HARRINGTON
Council Member

PHILLIP B. TSUNODA
Council Member

DAVID A. DOYLE
City Manager

GINA M. THARANI
Director of Financial Services
City Treasurer

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FIVE YEAR

FINANCIAL PLAN

FY 2014-15 THROUGH FY 2019-20

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GROWTH FACTORS FOR PROJECTIONS

	2014-15 Mid-Year Budget	2015-16 Draft Budget	2016-17 Forecast Budget	2017-18 Forecast Budget	2018-19 Forecast Budget	2019-20 Forecast Budget
FACTORS						
Consumer Price Index (CPI)	0.80%	2.00%	2.00%	2.00%	2.00%	2.00%
Population	49,952	50,451	50,956	51,466	51,980	52,500
Population % Change	0.96%	1.00%	1.00%	1.00%	1.00%	1.00%
CA Per Capita	-0.23%	2.00%	2.00%	2.00%	2.00%	2.00%
Growth Factor	1.007	1.030	1.030	1.030	1.030	1.030
Assessed Valuation	7.15%	2.00%	2.00%	2.00%	2.00%	2.00%
Property Transfer Tax	3.50%	3.00%	3.00%	3.00%	3.00%	3.00%
Sales Tax	-0.91%	2.00%	2.50%	3.00%	3.50%	3.50%
Transient Occupancy Tax	-1.43%	0.50%	7.00%	7.00%	5.00%	5.00%
Franchise Taxes	-0.63%	0.50%	0.50%	0.50%	0.50%	0.50%
Permits, Fees and Service Charges	-1.00%	6.00%	5.00%	4.00%	3.00%	3.00%
Interest Earnings	0.35%	0.40%	0.50%	0.60%	0.70%	1.00%
Salary & Benefits	6.00%	6.00%	6.00%	6.00%	6.00%	6.00%
Law Enforcement	6.10%	7.91%	3.00%	2.00%	2.00%	2.00%
City Fac-Conf Ctr Revenues	-5.66%	8.34%	9.21%	6.75%	5.29%	5.30%
City Fac-Aq Ctr Revenues	-11.18%	133.82%	2.79%	3.30%	3.31%	3.32%

CONSOLIDATED FUND RESERVES

FUND BALANCE	2014-15 Mid-Year Budget	2015-16 Draft Budget	2016-17 Forecast Budget	2017-18 Forecast Budget	2018-19 Forecast Budget	2019-20 Forecast Budget
Nonspendable:						
Restricted for:						
Special Revenue Funds	2,190,580	1,309,185	1,432,615	1,452,219	1,509,288	1,601,294
Long Term Financing	8,621	8,621	8,621	8,621	8,621	8,621
Committed to:						
Special Revenue Funds	8,448,257	7,776,172	7,195,517	7,246,022	7,320,192	7,419,927
Assigned to:						
Contingency Reserves	4,365,689	4,547,723	4,662,519	4,828,709	4,909,124	5,100,227
Self-Insurance/Benefit Obligations	570,000	581,400	593,028	604,889	616,986	629,326
Asset Replacement	9,493,715	10,043,715	10,643,715	11,293,715	11,943,715	12,593,715
Long Term Debt	-	-	-	-	-	-
800 MHZ replacement and upgrade	262,000	-	155,600	43,600	-	-
Emergencies & Unanticipated CIP Projects	1,500,000	1,000,000	1,000,000	1,000,000	1,000,000	1,000,000
Unassigned:						
Unassigned General Fund	4,596,287	5,347,583	5,058,354	4,675,985	4,390,617	3,709,024
Total Fund Balance	\$ 31,435,149	\$ 30,614,399	\$ 30,749,969	\$ 31,153,759	\$ 31,698,544	\$ 32,062,134

CONSOLIDATED

	2014-15 Mid-Year Budget	2015-16 Draft Budget	2016-17 Forecast Budget	2017-18 Forecast Budget	2018-19 Forecast Budget	2019-20 Forecast Budget
ESTIMATED RESOURCES						
General Fund	15,181,740	15,891,805	16,134,525	16,429,375	16,777,285	17,172,600
Traffic Congestion Relief	-	-	-	-	-	-
Gas Tax	1,267,200	1,061,740	1,082,825	1,104,330	1,126,270	1,148,655
Measure M	651,450	1,266,360	737,275	774,410	810,610	843,245
Public Safety Grants	110,100	100,100	100,100	100,100	100,100	100,100
AQMD Air Quality	61,900	62,900	64,135	65,395	66,680	68,000
Integrated Waste Management	13,325	13,300	13,300	13,300	13,300	13,300
Other Grants	56,950	-	-	-	-	-
Technology Grant	6,600	6,600	6,600	6,600	6,600	6,600
Development Impact	753,460	245,125	-	-	-	-
Federal Grant	-	189,680	-	-	-	-
Conference Center	947,965	942,375	865,365	923,775	972,620	1,024,120
Aquatic Center	317,645	776,150	528,430	535,860	543,435	551,160
Street Improvements	1,547,000	1,634,000	1,530,000	1,352,000	1,250,000	1,500,000
Capital Improvements	1,112,000	521,850	-	-	-	-
Storm Water	64,050	792,000	5,000	5,000	5,000	5,000
Total Estimated Resources	\$ 22,091,385	\$ 23,503,985	\$ 21,067,555	\$ 21,310,145	\$ 21,671,900	\$ 22,432,780
APPROPRIATIONS						
General Fund	14,552,295	15,159,075	15,541,730	16,095,695	16,363,740	17,000,750
Traffic Congestion Relief	-	-	-	-	-	-
Gas Tax	1,755,100	1,106,000	1,126,620	1,147,650	1,169,105	1,190,990
Measure M	875,650	2,169,850	632,585	775,280	775,785	776,305
Public Safety Grants	177,755	87,945	100,000	100,000	100,000	100,000
AQMD Air Quality	669,685	-	-	-	-	-
Integrated Waste Management	30,000	22,000	15,000	15,000	15,000	14,000
Other Grants	56,950	-	-	-	-	-
Technology Grant	197,000	20,000	15,500	15,500	15,500	15,500
Development Impact	778,500	905,000	597,200	-	-	-
Federal Grant	-	189,680	-	-	-	-
Conference Center	947,965	941,185	864,920	889,370	914,550	940,485
Aquatic Center	317,645	776,150	503,430	510,860	518,435	526,160
Street Improvements	1,547,000	1,634,000	1,530,000	1,352,000	1,250,000	1,500,000
Capital Improvements	1,112,000	521,850	-	-	-	-
Storm Water	64,050	792,000	5,000	5,000	5,000	5,000
Total Appropriations	\$ 23,081,595	\$ 24,324,735	\$ 20,931,985	\$ 20,906,355	\$ 21,127,115	\$ 22,069,190
NET CHANGE IN FUND BALANCE	\$ (990,210)	\$ (820,750)	\$ 135,570	\$ 403,790	\$ 544,785	\$ 363,590
Beginning Fund Balance	32,425,354	31,435,149	30,614,399	30,749,969	31,153,759	31,698,544
Long Term Financing	5	-	-	-	-	-
PROJECTED ENDING FUND BALANCE	\$ 31,435,149	\$ 30,614,399	\$ 30,749,969	\$ 31,153,759	\$ 31,698,544	\$ 32,062,134
RESOURCES						
Percentage increase(decrease)	0.91%	6.39%	-10.37%	1.15%	1.70%	3.51%
APPROPRIATIONS						
Percentage increase(decrease)	-14.20%	5.39%	-13.95%	-0.12%	1.06%	4.46%
FUND BALANCE						
Percentage increase(decrease)	-3.05%	-2.61%	0.44%	1.31%	1.75%	1.15%

GENERAL FUND

	2014-15 Mid-Year Budget	2015-16 Draft Budget	2016-17 Forecast Budget	2017-18 Forecast Budget	2018-19 Forecast Budget	2019-20 Forecast Budget
ESTIMATED RESOURCES						
Taxes	13,926,565	14,319,370	14,654,275	15,024,615	15,412,360	15,812,090
Licenses & Permits	463,915	567,890	543,525	469,060	419,475	369,905
Fines and Forfeitures	280,000	340,000	342,800	345,655	348,570	351,540
Rev-Use of Money & Property	60,000	67,000	91,500	110,400	130,600	186,000
Intergovernmental Revenue	34,030	12,500	12,500	12,500	12,500	12,500
Current Services Charges	203,230	299,560	253,170	226,205	208,570	191,005
Other Revenue	10,550	62,550	27,550	27,550	27,550	27,550
Transfers-In Other Funds	-	17,830	-	-	-	-
Rental Income	203,450	205,105	209,205	213,390	217,660	222,010
Total Estimated Resources	\$ 15,181,740	\$ 15,891,805	\$ 16,134,525	\$ 16,429,375	\$ 16,777,285	\$ 17,172,600
APPROPRIATIONS						
Administration & Support	2,909,815	2,836,235	2,970,950	3,053,160	3,204,560	3,364,210
Community Services	916,705	937,425	948,405	979,280	1,013,450	1,049,625
Planning Services	977,810	938,530	726,500	782,880	829,415	879,030
Building & Safety	509,700	655,000	600,770	524,590	474,710	424,885
Public Works	1,100,000	1,222,200	1,246,245	1,270,770	1,295,780	1,321,300
Public Safety	7,502,390	8,102,950	8,334,720	8,495,245	8,658,975	8,825,970
Capital Outlay/Long Term Debt	462,675	290,795	528,335	801,870	696,155	942,180
City Hall	173,200	175,940	185,805	187,900	190,700	193,555
Total Appropriations	\$ 14,552,295	\$ 15,159,075	\$ 15,541,730	\$ 16,095,695	\$ 16,363,745	\$ 17,000,755
NET CHANGE IN FUND BALANCE	\$ 629,445	\$ 732,730	\$ 592,795	\$ 333,680	\$ 413,540	\$ 171,845
Beginning Fund Balance	\$ 20,158,246	\$ 20,787,691	\$ 21,520,421	\$ 22,113,216	\$ 22,446,896	\$ 22,860,436
PROJECTED ENDING FUND BALANCE	\$ 20,787,691	\$ 21,520,421	\$ 22,113,216	\$ 22,446,896	\$ 22,860,436	\$ 23,032,281
RESOURCES						
Percentage increase(decrease)	1.93%	4.68%	1.53%	1.83%	2.12%	2.36%
APPROPRIATIONS						
Percentage increase(decrease)	-29.49%	4.17%	2.52%	3.56%	1.67%	3.89%
FUND BALANCE						
Percentage increase(decrease)	3.12%	3.52%	2.75%	1.51%	1.84%	0.75%

GENERAL FUND REVENUES

	2014-15 Mid-Year Budget	2015-16 Draft Budget	2016-17 Forecast Budget	2017-18 Forecast Budget	2018-19 Forecast Budget	2019-20 Forecast Budget
TAXES						
<u>General Property Taxes</u>						
31010 Current Secured	2,100,000	2,142,000	2,184,840	2,228,535	2,273,110	2,318,570
31020 Current Unsecured	72,000	73,500	74,970	76,470	78,000	79,560
31030 Prior Year Property Tax	30,000	25,000	25,500	26,010	26,530	27,060
31040 Supplemental Roll	58,000	58,000	59,160	60,345	61,550	62,780
31050 Misc. Property Taxes	6,000	6,000	6,000	6,000	6,000	6,000
31060 CSA 4	-	-	-	-	-	-
31070 Property Tax In Lieu	4,149,000	4,282,000	4,367,640	4,454,995	4,544,095	4,634,975
31075 Real Property Transfer Tax	340,000	340,000	350,200	360,705	371,525	382,675
31076 Homeowner Prop Tax Relief	16,715	16,720	17,055	17,395	17,745	18,100
Total General Property Taxes	6,771,715	6,943,220	7,085,365	7,230,455	7,378,555	7,529,720
<u>Sales & Use Tax</u>						
31210 General Sales Tax	3,566,800	4,272,000	4,998,925	5,148,895	5,329,105	5,515,625
31211 Sales Tax In Lieu	1,203,900	605,000	-	-	-	-
Total Sales & Use Taxes	4,770,700	4,877,000	4,998,925	5,148,895	5,329,105	5,515,625
<u>Franchise Fees</u>						
31310 Franchise - Electric	380,000	410,000	412,050	414,110	416,180	418,260
31320 Franchise - Gas	82,000	82,000	82,410	82,820	83,235	83,650
31330 Franchise - Cable TV	835,000	870,000	874,350	878,720	883,115	887,530
31340 Franchise - Waste Collection	205,000	205,000	206,025	207,055	208,090	209,130
31350 Franchise - Other	-	-	-	-	-	-
Total Franchise Fees	1,502,000	1,567,000	1,574,835	1,582,705	1,590,620	1,598,570
<u>Other Taxes</u>						
31520 County Fire Tax Credit	150	150	150	150	150	150
31530 Public Utility Tax	32,000	32,000	32,000	32,000	32,000	32,000
31540 Transient Occupancy Tax	850,000	900,000	963,000	1,030,410	1,081,930	1,136,025
Total Other Taxes	882,150	932,150	995,150	1,062,560	1,114,080	1,168,175
TOTAL TAXES	13,926,565	14,319,370	14,654,275	15,024,615	15,412,360	15,812,090
LICENSES & PERMITS						
<u>Construction Permits</u>						
32010 Building Permits	280,750	400,000	375,000	300,000	250,000	200,000
32020 Electrical Permits	20,000	18,000	18,000	18,000	18,000	18,000
32030 Plumbing Permits	80,000	65,000	65,000	65,000	65,000	65,000
32040 Mechanical Permits	21,000	17,000	17,000	17,000	17,000	17,000
32050 Grading Permits	-	-	-	-	-	-
32055 C & D Permits	7,000	7,000	7,000	7,000	7,000	7,000
32060 Certificate of Occupancy	-	-	-	-	-	-
32070 Sign Permits	-	-	-	-	-	-
32080 Re-Insp/Special Insp Permits	-	-	-	-	-	-
32085 Use Permit	12,000	12,720	13,355	13,890	14,305	14,735
32090 Issuance Fee	30,000	30,000	30,000	30,000	30,000	30,000
32091 Massage License Fees	165	170	170	170	170	170
32095 Water Quality	13,000	18,000	18,000	18,000	18,000	18,000
Total Construction Permits	463,915	567,890	543,525	469,060	419,475	369,905
TOTAL LICENSE & PERMITS	463,915	567,890	543,525	469,060	419,475	369,905
FINES & FORFEITURES						
<u>Vehicle Code Fines</u>						
33010 Vehicle Code Fines	130,000	140,000	142,800	145,655	148,570	151,540
Total Vehicle Code Fines	130,000	140,000	142,800	145,655	148,570	151,540
<u>Other Fines & Forfeiture</u>						
33150 Other Fines & Forfeitures	-	-	-	-	-	-
33160 Parking Citations	150,000	200,000	200,000	200,000	200,000	200,000
Total Other Fines & Forfeitures	150,000	200,000	200,000	200,000	200,000	200,000

GENERAL FUND REVENUES

	2014-15 Mid-Year Budget	2015-16 Draft Budget	2016-17 Forecast Budget	2017-18 Forecast Budget	2018-19 Forecast Budget	2019-20 Forecast Budget
TOTAL FINES & FORFEITURES	280,000	340,000	342,800	345,655	348,570	351,540
REVENUE-USE OF MONEY & PROPERTY						
<u>Investment Earnings</u>						
34010 Investment Earnings	55,000	60,000	85,500	104,400	124,600	180,000
Total Investment Earnings	55,000	60,000	85,500	104,400	124,600	180,000
<u>Rents & Concessions</u>						
34130 Rental - Iglesia Park	-	1,000	-	-	-	-
34150 Other Income	-	-	-	-	-	-
34160 Program Fees	5,000	6,000	6,000	6,000	6,000	6,000
Total Rents & Concessions	5,000	7,000	6,000	6,000	6,000	6,000
TOTAL REV-USE OF MONEY & PROP	60,000	67,000	91,500	110,400	130,600	186,000
INTERGOVERNMENTAL REVENUES						
<u>State Shared Taxes</u>						
35010 Motor Vehicle License Fee	20,470	-	-	-	-	-
35020 Miscellaneous VLF	-	-	-	-	-	-
35030 Off Highway Tax	-	-	-	-	-	-
35220 State Mandated Costs	13,560	12,500	12,500	12,500	12,500	12,500
Total State Shared Taxes	34,030	12,500	12,500	12,500	12,500	12,500
TOTAL INTERGOVERNMENTAL REV	34,030	12,500	12,500	12,500	12,500	12,500
CURRENT SERVICE CHARGES						
<u>General Govt. Charges</u>						
36010 Sales of Publications	50	50	50	50	50	50
Total General Govt. Charges	50	50	50	50	50	50
<u>Engineering Charges</u>						
36210 Subdivision & Parcel Map Fee	-	-	-	-	-	-
36220 Engineering Inspection Fees	-	-	-	-	-	-
36270 Misc. Engineering Fees	130	-	-	-	-	-
36280 Transportation Permit	850	750	750	750	750	750
36290 Encroachment Permit	6,000	6,000	6,000	6,000	6,000	6,000
36295 WQMP	19,800	19,000	19,000	19,000	19,000	19,000
Total Engineering Charges	26,780	25,750	25,750	25,750	25,750	25,750
<u>Planning & Zoning Charges</u>						
36310 Planning Fees	12,500	13,250	13,915	14,470	14,905	15,350
36320 Environmental Fees	-	-	-	-	-	-
36330 Development Agreement	-	-	-	-	-	-
36340 Site Plan Review	500	530	555	580	595	615
36345 Tentative Tract /Parcel Fee	-	-	-	-	-	-
36350 General Plan	55,125	58,430	61,350	63,805	65,720	67,690
36355 Housing Administration	-	7,000	7,000	7,000	7,000	7,000
36360 Special Event Fees	-	1,000	1,000	1,000	1,000	1,000
36390 Misc. Planning Fees	-	150	150	150	150	150
Total Planning & Zoning Charges	68,125	80,360	83,970	87,005	89,370	91,805
<u>Building Regulation Charges</u>						
36410 Building Plan Check Fees	90,000	180,000	130,000	100,000	80,000	60,000
36420 SMIP	50	50	50	50	50	50
36430 Building Standard Fee (CBSC)	150	150	150	150	150	150
36440 Microfilm	17,875	13,000	13,000	13,000	13,000	13,000
36450 Code Enforcement Citations	200	200	200	200	200	200
Total Building Regulation Charges	108,275	193,400	143,400	113,400	93,400	73,400
TOTAL CURRENT SERVICE CHARGES	203,230	299,560	253,170	226,205	208,570	191,005

GENERAL FUND REVENUES

	2014-15 Mid-Year Budget	2015-16 Draft Budget	2016-17 Forecast Budget	2017-18 Forecast Budget	2018-19 Forecast Budget	2019-20 Forecast Budget
OTHER REVENUE						
<u>Miscellaneous Revenues</u>						
37510 Insurance Reimbursements	-	-	-	-	-	-
37530 Miscellaneous Revenue	7,500	45,000	10,000	10,000	10,000	10,000
37540 Administrative Revenue	3,000	17,500	17,500	17,500	17,500	17,500
37560 Returned Check Charges	50	50	50	50	50	50
Total Miscellaneous Revenues	10,550	62,550	27,550	27,550	27,550	27,550
TOTAL OTHER REVENUE	10,550	62,550	27,550	27,550	27,550	27,550
CITY HALL						
<u>Revenue-Use of Money & Property</u>						
34120 Rent-City Hall Lease	203,450	205,105	209,205	213,390	217,660	222,010
Total Rev-Use of Money & Property	203,450	205,105	209,205	213,390	217,660	222,010
TOTAL CITY HALL	203,450	205,105	209,205	213,390	217,660	222,010
TRANSFERS IN						
<u>Interfund Transfers</u>						
39999 Interfund Transfers	-	17,830	-	-	-	-
Total Interfund Transfers	-	17,830	-	-	-	-
TOTAL TRANSFERS IN	-	17,830	-	-	-	-
TOTAL RESOURCES	15,181,740	15,891,805	16,134,525	16,429,375	16,777,285	17,172,600

GENERAL FUND EXPENDITURES

	2014-15 Mid-Year Budget	2015-16 Draft Budget	2016-17 Forecast Budget	2017-18 Forecast Budget	2018-19 Forecast Budget	2019-20 Forecast Budget
ADMINISTRATIVE SERVICES						
<u>City Council</u>						
Salary & Benefits	141,135	140,550	148,755	155,705	163,190	171,105
Other Services	14,670	15,180	14,620	14,900	15,180	15,470
Supplies	175	250	255	260	265	270
Total City Council	155,980	155,980	163,630	170,865	178,635	186,845
<u>City Manager</u>						
Salary & Benefits	677,510	701,515	743,450	790,345	843,310	899,830
Professional & Technical Services	4,000	4,000	4,000	4,000	4,000	4,000
Other Services	11,270	16,075	18,495	18,820	19,155	19,495
Supplies	1,900	2,100	2,140	2,185	2,230	2,275
Total City Manager	694,680	723,690	768,085	815,350	868,695	925,600
<u>Economic Development</u>						
Professional & Technical Services	90,950	90,000	90,000	90,000	90,000	90,000
Other Services	30,000	35,000	35,700	36,415	37,140	37,885
Total Economic Development	120,950	125,000	125,700	126,415	127,140	127,885
<u>City Clerk</u>						
Salary & Benefits	167,615	160,970	169,800	180,660	192,910	205,980
Professional & Technical Services	12,890	12,890	13,600	13,810	14,025	14,245
Other Services	38,600	5,050	36,620	5,695	5,765	5,845
Supplies	2,000	2,000	2,040	2,080	2,120	2,165
Contract Services	3,500	3,500	4,500	4,500	4,500	4,500
Total City Clerk	224,605	184,410	226,560	206,745	219,320	232,735
<u>City Attorney</u>						
Professional & Technical Services	268,000	268,000	278,360	293,925	309,805	326,000
Other Services	149,000	149,000	126,000	101,000	101,000	101,000
Total City Attorney	417,000	417,000	404,360	394,925	410,805	427,000
<u>Finance</u>						
Salary & Benefits	495,785	521,425	550,294	585,395	624,930	667,110
Operating Expenditures	-	-	-	-	-	-
Professional & Technical Services	155,465	91,180	93,005	94,865	96,760	98,695
Other Services	7,840	8,410	8,580	8,750	8,925	9,105
Supplies	2,600	2,600	2,650	2,705	2,760	2,815
Total Finance	661,690	623,615	654,530	691,715	733,375	777,725
<u>Non-Departmental</u>						
Professional & Technical Services	272,635	247,385	247,785	250,740	253,755	256,830
Operating Expenditures	162,060	130,440	149,050	144,030	138,910	133,690
Other Services	167,115	205,215	207,280	227,925	248,985	270,465
Supplies	33,100	23,500	23,970	24,450	24,940	25,435
Total Non-Departmental	634,910	606,540	628,085	647,145	666,590	686,420
TOTAL ADMINISTRATIVE SERVICES	2,909,815	2,836,235	2,970,950	3,053,160	3,204,560	3,364,210

GENERAL FUND EXPENDITURES

	2014-15 Mid-Year Budget	2015-16 Draft Budget	2016-17 Forecast Budget	2017-18 Forecast Budget	2018-19 Forecast Budget	2019-20 Forecast Budget
COMMUNITY SERVICES						
<u>Community Services Administration</u>						
Salary & Benefits	389,080	376,470	396,680	422,090	450,695	481,200
Operating Expenditures	-	-	-	-	-	-
Other Services	298,675	310,180	315,485	318,225	321,010	323,845
Supplies	1,000	1,640	1,675	1,705	1,740	1,775
Total Community Services Admin	688,755	688,290	713,840	742,020	773,445	806,820
<u>Iglesia Park</u>						
Professional & Technical Services	-	-	-	-	-	-
Operating Expenditures	92,085	95,525	97,435	99,385	101,370	103,400
Total Iglesia Park	92,085	95,525	97,435	99,385	101,370	103,400
<u>Iglesia Building</u>						
Professional & Technical Services	3,560	3,560	3,630	3,705	3,780	3,855
Operating Expenditures	32,305	32,845	33,500	34,170	34,855	35,550
Total Iglesia Building	35,865	36,405	37,130	37,875	38,635	39,405
<u>Family Resource Center</u>						
Personnel-Wages & Salaries	-	11,600	-	-	-	-
Personnel-Benefits	-	605	-	-	-	-
Professional & Technical Services	-	5,000	-	-	-	-
Operating Expenditures	-	-	-	-	-	-
Other Services	100,000	100,000	100,000	100,000	100,000	100,000
Supplies	-	-	-	-	-	-
Total Family Resource Center	100,000	117,205	100,000	100,000	100,000	100,000
TOTAL COMMUNITY SERVICES	916,705	937,425	948,405	979,280	1,013,450	1,049,625
PLANNING SERVICES						
<u>Planning</u>						
Salary & Benefits	568,310	606,280	656,155	696,925	742,845	791,825
Professional & Technical Services	19,500	20,000	20,400	20,810	21,225	21,650
Operating Expenditures	-	-	-	-	-	-
Other Services	278,000	248,000	8,160	8,325	8,490	8,660
Supplies	2,000	1,750	1,785	1,820	1,855	1,895
Contract Services	110,000	62,500	40,000	55,000	55,000	55,000
Total Planning	977,810	938,530	726,500	782,880	829,415	879,030
TOTAL PLANNING SERVICES	977,810	938,530	726,500	782,880	829,415	879,030
BUILDING & SAFETY						
<u>Building</u>						
Other Services	10,000	10,000	10,200	10,405	10,610	10,825
Supplies	1,000	1,000	1,020	1,040	1,060	1,080
Contract Services	380,000	524,000	467,250	388,500	336,000	283,500
Total Building	391,000	535,000	478,470	399,945	347,670	295,405
<u>Code Enforcement</u>						
Contract Services	118,700	120,000	122,300	124,645	127,040	129,480
Total Code Enforcement	118,700	120,000	122,300	124,645	127,040	129,480
TOTAL BUILDING & SAFETY	509,700	655,000	600,770	524,590	474,710	424,885

GENERAL FUND EXPENDITURES

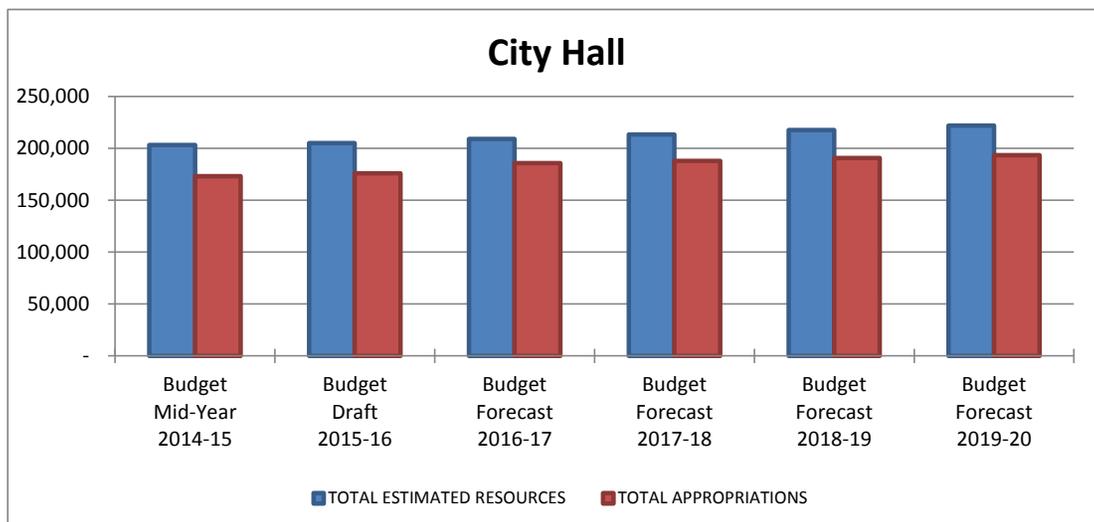
	2014-15 Mid-Year Budget	2015-16 Draft Budget	2016-17 Forecast Budget	2017-18 Forecast Budget	2018-19 Forecast Budget	2019-20 Forecast Budget
Transfers Out						
Transfers Out**	462,675	290,795	528,335	801,870	696,155	942,180
Total Transfers Out	462,675	290,795	528,335	801,870	696,155	942,180
TOTAL TRANSFERS OUT	462,675	290,795	528,335	801,870	696,155	942,180
CITY HALL						
City Hall						
Professional & Tech Services	20,290	21,270	21,695	21,695	21,695	21,695
Operating Expenditures	136,710	134,470	137,160	139,905	142,700	145,555
Other Services	-	-	-	-	-	-
Capital Outlay	16,200	20,200	26,950	26,300	26,300	26,300
Transfers Out	-	-	-	-	-	-
Total City Hall	173,200	175,940	185,805	187,900	190,695	193,550
TOTAL CITY HALL	173,200	175,940	185,805	187,900	190,695	193,550
TOTAL EXPENDITURES	14,552,295	15,159,075	15,541,730	16,095,695	16,363,740	17,000,750
** TRANSFER DETAIL						
Capital Improvement Funds	65,815	140,795	330,000	607,000	505,000	755,000
City Facilities	396,860	150,000	198,335	194,870	191,155	187,180
	462,675	290,795	528,335	801,870	696,155	942,180

CITY HALL

	2014-15 Mid-Year Budget	2015-16 Draft Budget	2016-17 Forecast Budget	2017-18 Forecast Budget	2018-19 Forecast Budget	2019-20 Forecast Budget
ESTIMATED RESOURCES						
Rent - City Hall Lease	203,450	205,105	209,205	213,390	217,660	222,010
TOTAL ESTIMATED RESOURCES	203,450	205,105	209,205	213,390	217,660	222,010
APPROPRIATIONS						
Professional & Technical Services	20,290	21,270	21,695	21,695	21,695	21,695
Operating Expenditures	136,710	134,470	137,160	139,905	142,700	145,555
Other Services	-	-	-	-	-	-
Capital Outlay *	16,200	20,200	26,950	26,300	26,300	26,300
Transfers Out **	-	-	-	-	-	-
TOTAL APPROPRIATIONS	173,200	175,940	185,805	187,900	190,695	193,550
FUND BALANCE						
Fund Balance - Beginning	98,753	129,003	158,168	181,570	207,063	234,025
TOTAL FUND BALANCE	98,753	129,003	158,168	181,570	207,063	234,025
TOTAL PROJECTED FUND BALANCE	129,003	158,168	181,568	207,060	234,028	262,485

* Capital Outlay includes maintenance costs and facility improvements.

** Transfers Out includes Debt Service payments.

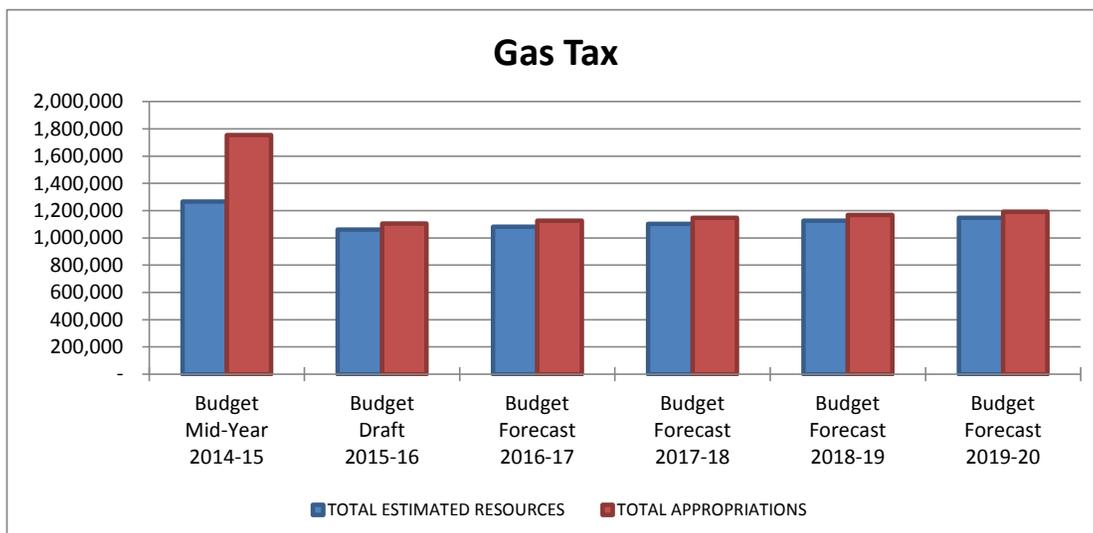


SPECIAL REVENUE FUNDS

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GAS TAX

	2014-15 Mid-Year Budget	2015-16 Draft Budget	2016-17 Forecast Budget	2017-18 Forecast Budget	2018-19 Forecast Budget	2019-20 Forecast Budget
ESTIMATED RESOURCES						
Investment Earnings	2,800	2,000	2,010	2,020	2,035	2,055
Gas Tax	1,264,400	1,059,740	1,080,815	1,102,310	1,124,235	1,146,600
Transfers In - Gas Tax	-	-	-	-	-	-
TOTAL ESTIMATED RESOURCES	1,267,200	1,061,740	1,082,825	1,104,330	1,126,270	1,148,655
APPROPRIATIONS						
Street Maintenance and Sweeping	1,105,100	1,106,000	1,126,620	1,147,650	1,169,105	1,190,990
Transfers-Out **	650,000	-	-	-	-	-
TOTAL APPROPRIATIONS	1,755,100	1,106,000	1,126,620	1,147,650	1,169,105	1,190,990
FUND BALANCE						
Fund Balance - Beginning	1,309,252	821,352	777,092	733,297	689,977	647,142
TOTAL FUND BALANCE	1,309,252	821,352	777,092	733,297	689,977	647,142
TOTAL PROJECTED FUND BALANCE	821,352	777,092	733,297	689,977	647,142	604,807



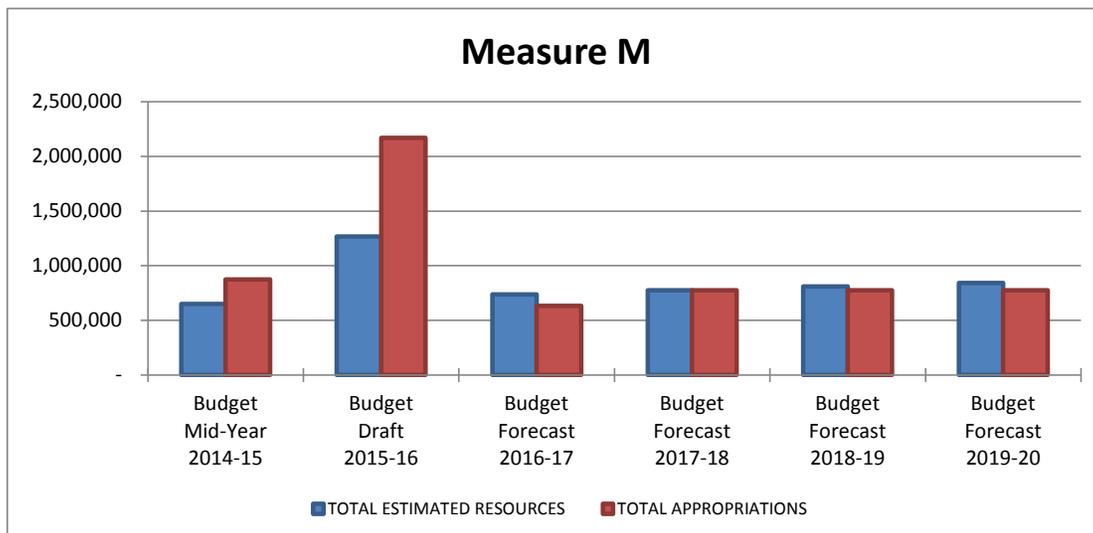
MEASURE M

	2014-15 Mid-Year Budget	2015-16 Draft Budget	2016-17 Forecast Budget	2017-18 Forecast Budget	2018-19 Forecast Budget	2019-20 Forecast Budget
ESTIMATED RESOURCES						
Investment Earnings	2,400	2,410	1,210	610	615	620
Measure M	625,000	671,550	711,280	748,520	784,210	816,320
Measure M - Competitive	24,050	592,400	24,785	25,280	25,785	26,305
Transfers In - Measure M	-	-	-	-	-	-
TOTAL ESTIMATED RESOURCES	651,450	1,266,360	737,275	774,410	810,610	843,245

APPROPRIATIONS						
Other Contractual Services	24,050	24,300	24,785	25,280	25,785	26,305
Transfers-Out **	851,600	2,145,550	607,800	750,000	750,000	750,000
TOTAL APPROPRIATIONS	875,650	2,169,850	632,585	775,280	775,785	776,305

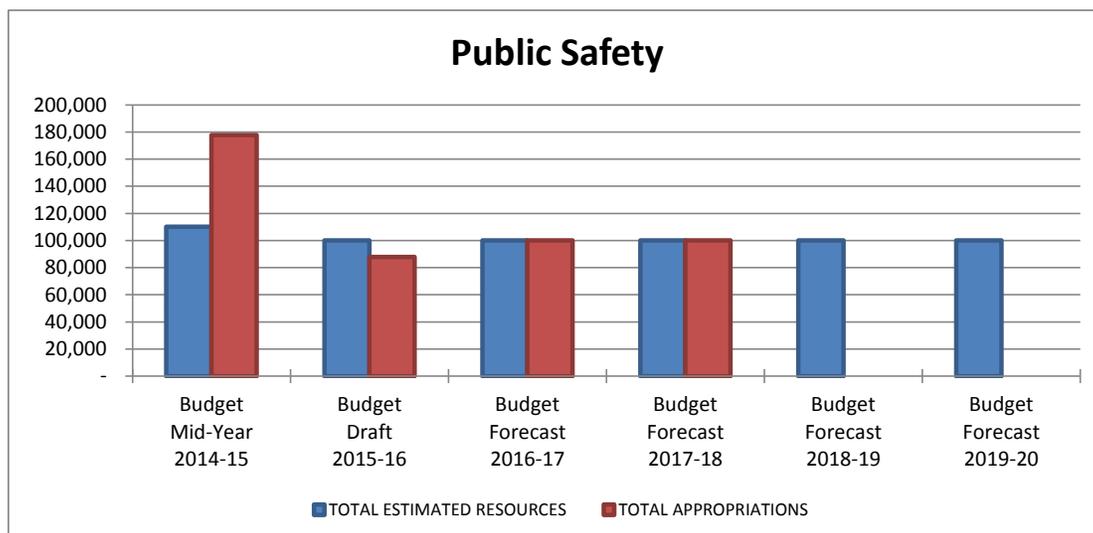
FUND BALANCE						
Fund Balance - Beginning	1,247,912	1,023,712	120,222	224,912	224,042	258,867
TOTAL FUND BALANCE	1,247,912	1,023,712	120,222	224,912	224,042	258,867
TOTAL PROJECTED FUND BALANCE	1,023,712	120,222	224,912	224,042	258,867	325,807

** Transfers-Out Detail						
FD 311-AI Crk Rd Rehab-Pac Park to AV Pkwy	695,050	-	-	-	-	-
FD 311-Pacific Park Rehab-Chase to SR73	-	884,000	-	-	-	-
FD 332-Dairy Fork Wetlands	56,550	511,550	-	-	-	-
FD 311-AV Pkwy Median (Grand to Enterprise)	-	-	182,800	-	-	-
Slurry Seal	100,000	750,000	425,000	750,000	750,000	750,000
	851,600	2,145,550	607,800	750,000	750,000	750,000



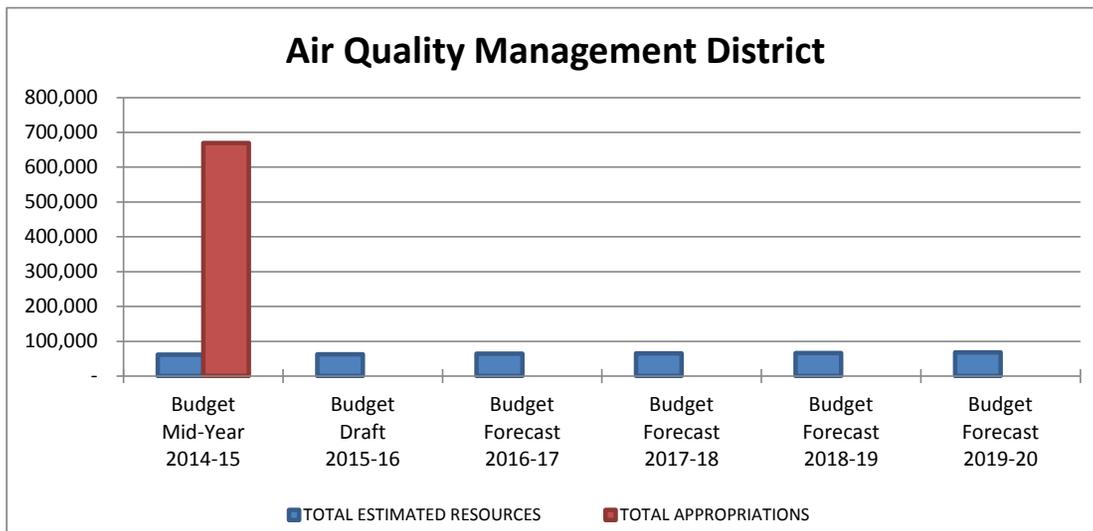
PUBLIC SAFETY

	2014-15 Mid-Year Budget	2015-16 Draft Budget	2016-17 Forecast Budget	2017-18 Forecast Budget	2018-19 Forecast Budget	2019-20 Forecast Budget
ESTIMATED RESOURCES						
Investment Earnings	100	100	100	100	100	100
Public Safety Grants	110,000	100,000	100,000	100,000	100,000	100,000
Interfund Transfers	-	-	-	-	-	-
TOTAL ESTIMATED RESOURCES	110,100	100,100	100,100	100,100	100,100	100,100
APPROPRIATIONS						
Public Safety Equipment	177,755	87,945	100,000	100,000	100,000	100,000
TOTAL APPROPRIATIONS	177,755	87,945	100,000	100,000	100,000	100,000
FUND BALANCE						
Fund Balance - Beginning	84,886	17,231	29,386	29,486	29,586	29,686
TOTAL FUND BALANCE	84,886	17,231	29,386	29,486	29,586	29,686
TOTAL PROJECTED FUND BALANCE	17,231	29,386	29,486	29,586	29,686	29,786



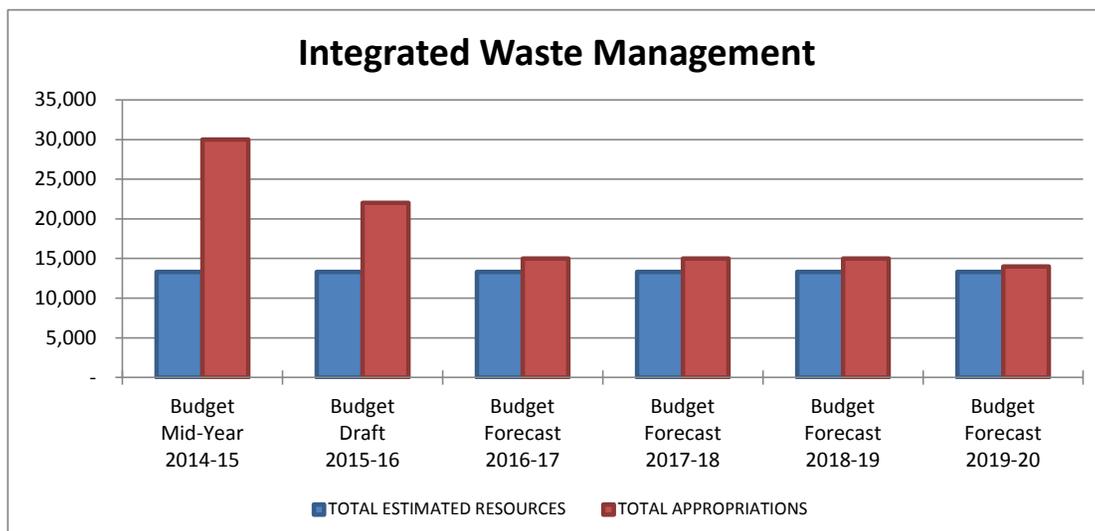
AIR QUALITY MANAGEMENT DISTRICT

	2014-15 Mid-Year Budget	2015-16 Draft Budget	2016-17 Forecast Budget	2017-18 Forecast Budget	2018-19 Forecast Budget	2019-20 Forecast Budget
ESTIMATED RESOURCES						
Investment Earnings	1,800	1,600	1,610	1,620	1,630	1,645
Air Quality Mgmt District	60,100	61,300	62,525	63,775	65,050	66,355
TOTAL ESTIMATED RESOURCES	61,900	62,900	64,135	65,395	66,680	68,000
APPROPRIATIONS						
Other Contractual Services	28,000	-	-	-	-	-
Transfers-Out	641,685	-	-	-	-	-
TOTAL APPROPRIATIONS	669,685	-	-	-	-	-
FUND BALANCE						
Fund Balance - Beginning	741,122	133,337	196,237	260,371	325,765	392,446
TOTAL FUND BALANCE	741,122	133,337	196,237	260,371	325,765	392,446
TOTAL PROJECTED FUND BALANCE	133,337	196,237	260,372	325,766	392,445	460,446



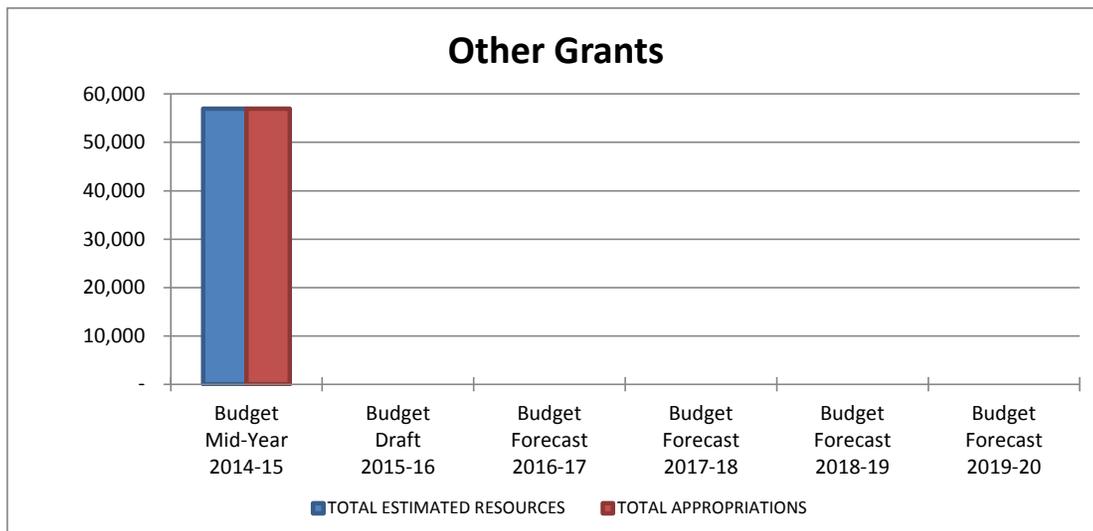
INTEGRATED WASTE MANAGEMENT

	2014-15 Mid-Year Budget	2015-16 Draft Budget	2016-17 Forecast Budget	2017-18 Forecast Budget	2018-19 Forecast Budget	2019-20 Forecast Budget
ESTIMATED RESOURCES						
Investment Earnings	75	50	50	50	50	50
Used Oil & Bev. Container Recycling Grants	13,250	13,250	13,250	13,250	13,250	13,250
TOTAL ESTIMATED RESOURCES	13,325	13,300	13,300	13,300	13,300	13,300
APPROPRIATIONS						
Other Contractual Services	30,000	22,000	15,000	15,000	15,000	14,000
TOTAL APPROPRIATIONS	30,000	22,000	15,000	15,000	15,000	14,000
FUND BALANCE						
Fund Balance - Beginning	29,462	12,787	4,087	2,387	687	(1,013)
TOTAL FUND BALANCE	29,462	12,787	4,087	2,387	687	(1,013)
TOTAL PROJECTED FUND BALANCE	12,787	4,087	2,387	687	(1,013)	(1,713)



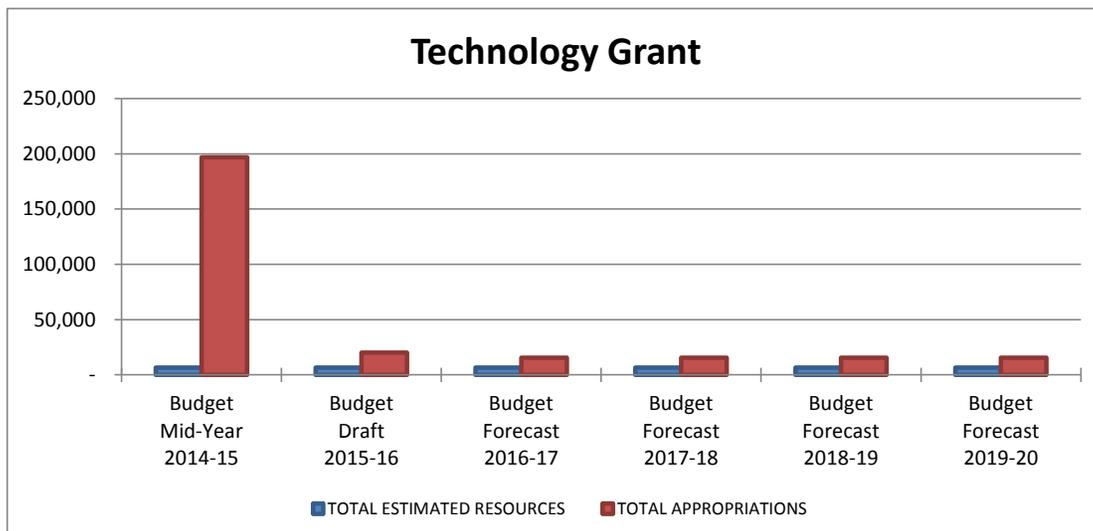
OTHER GRANTS

	2014-15 Mid-Year Budget	2015-16 Draft Budget	2016-17 Forecast Budget	2017-18 Forecast Budget	2018-19 Forecast Budget	2019-20 Forecast Budget
ESTIMATED RESOURCES						
Investment Earnings	-	-	-	-	-	-
State Grants	56,950	-	-	-	-	-
Other Grants	-	-	-	-	-	-
TOTAL ESTIMATED RESOURCES	56,950	-	-	-	-	-
APPROPRIATIONS						
Other Contractual Services	-	-	-	-	-	-
Transfers-Out	56,950	-	-	-	-	-
TOTAL APPROPRIATIONS	56,950	-	-	-	-	-
FUND BALANCE						
Fund Balance - Beginning	182,160	182,160	182,160	182,160	182,160	182,160
TOTAL FUND BALANCE	182,160	182,160	182,160	182,160	182,160	182,160
TOTAL PROJECTED FUND BALANCE	182,160	182,160	182,160	182,160	182,160	182,160



TECHNOLOGY GRANT

	2014-15 Mid-Year Budget	2015-16 Draft Budget	2016-17 Forecast Budget	2017-18 Forecast Budget	2018-19 Forecast Budget	2019-20 Forecast Budget
ESTIMATED RESOURCES						
Investment Earnings	-	-	-	-	-	-
Other Income	6,600	6,600	6,600	6,600	6,600	6,600
Other Grants & Reimbursements	-	-	-	-	-	-
TOTAL ESTIMATED RESOURCES	6,600	6,600	6,600	6,600	6,600	6,600
APPROPRIATIONS						
Office and Minor Equipment	197,000	20,000	15,500	15,500	15,500	15,500
TOTAL APPROPRIATIONS	197,000	20,000	15,500	15,500	15,500	15,500
FUND BALANCE						
Fund Balance - Beginning	519,386	328,986	315,586	306,686	297,786	288,886
TOTAL FUND BALANCE	519,386	328,986	315,586	306,686	297,786	288,886
TOTAL PROJECTED FUND BALANCE	328,986	315,586	306,686	297,786	288,886	279,986

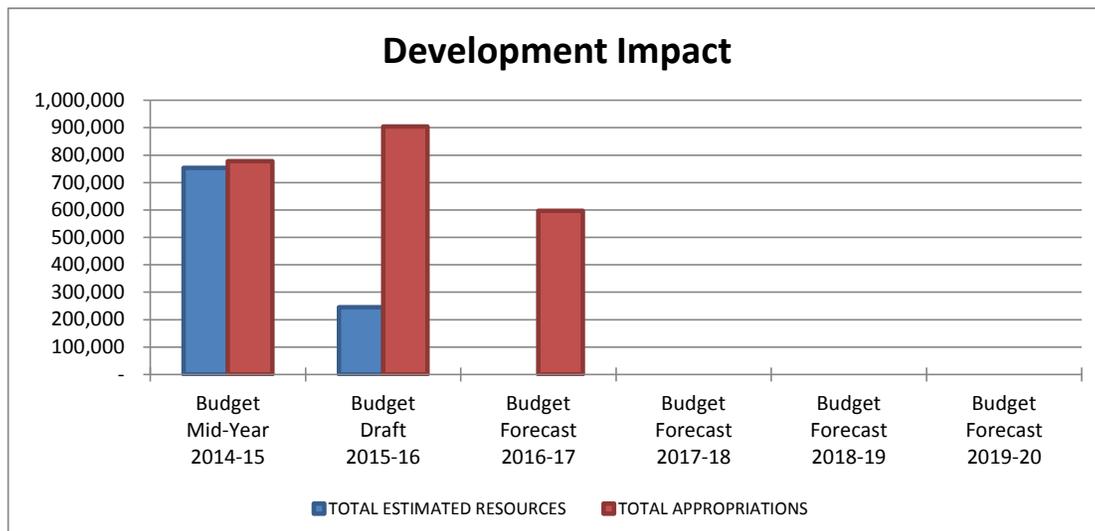


DEVELOPMENT IMPACT

	2014-15 Mid-Year Budget	2015-16 Draft Budget	2016-17 Forecast Budget	2017-18 Forecast Budget	2018-19 Forecast Budget	2019-20 Forecast Budget
ESTIMATED RESOURCES						
Development Impact Fees	753,460	245,125	-	-	-	-
TOTAL ESTIMATED RESOURCES	753,460	245,125	-	-	-	-
APPROPRIATIONS						
Housing Programs	21,500	-	-	-	-	-
Improvements	300,000	100,000	-	-	-	-
Transfers-Out **	457,000	805,000	597,200	-	-	-
TOTAL APPROPRIATIONS	778,500	905,000	597,200	-	-	-
FUND BALANCE						
Fund Balance - Beginning	8,144,311	8,119,271	7,459,396	6,862,196	6,862,196	6,862,196
TOTAL FUND BALANCE	8,144,311	8,119,271	7,459,396	6,862,196	6,862,196	6,862,196
TOTAL PROJECTED FUND BALANCE	8,119,271	7,459,396	6,862,196	6,862,196	6,862,196	6,862,196

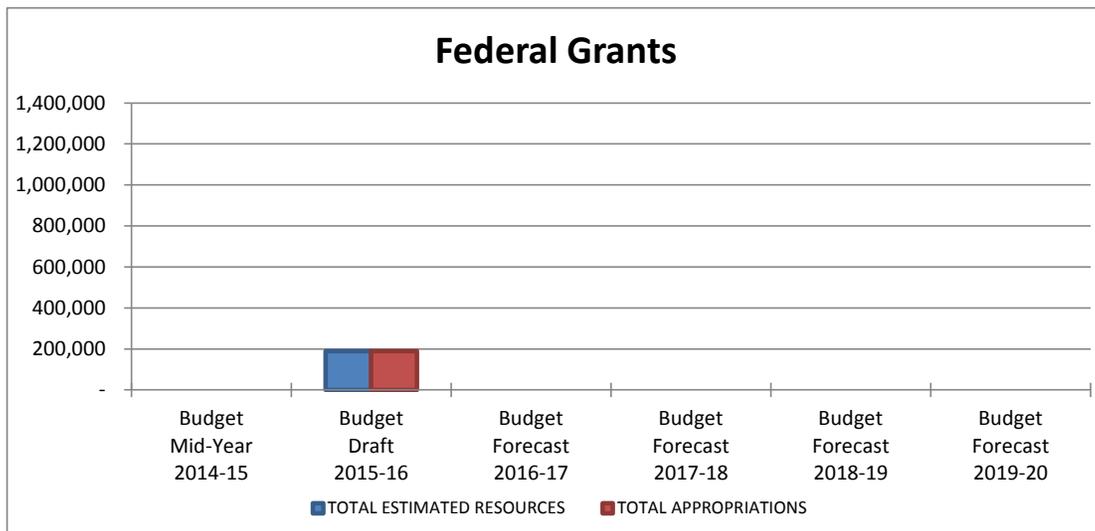
**** Transfers-Out Detail**

FD 311-Aliso Viejo Pkwy Median	-	-	597,200	-	-	-
FD 311-Town Center Loop Phase 2	45,000	-	-	-	-	-
FD 331-Wayfinding Signs	150,000	150,000	-	-	-	-
FD 331-AV Welcome Sign	-	200,000	-	-	-	-
FD331-ANHS Scoreboard	75,000	-	-	-	-	-
FD331-Iglesia Park Ball Field Rehab	187,000	-	-	-	-	-
FD260-Patio Improvements	-	150,000	-	-	-	-
FD261-Aquatic Center Fencing	-	215,000	-	-	-	-
FD261-Aquatic Center Ticket Window	-	15,000	-	-	-	-
FD261 Security Cameras at Aq Ctr	-	75,000	-	-	-	-
	457,000	805,000	597,200	-	-	-



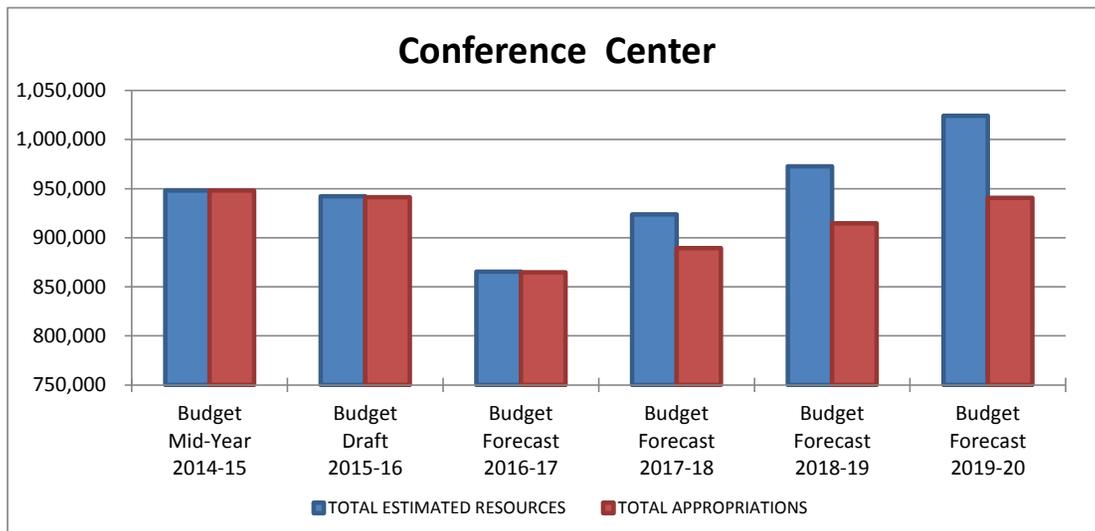
FEDERAL GRANTS

	2014-15 Mid-Year Budget	2015-16 Draft Budget	2016-17 Forecast Budget	2017-18 Forecast Budget	2018-19 Forecast Budget	2019-20 Forecast Budget
ESTIMATED RESOURCES						
Investment Earnings	-	-	-	-	-	-
Federal Grants	-	189,680	-	-	-	-
TOTAL ESTIMATED RESOURCES	-	189,680	-	-	-	-
APPROPRIATIONS						
Transfers-Out **	-	189,680	-	-	-	-
TOTAL APPROPRIATIONS	-	189,680	-	-	-	-
FUND BALANCE						
Fund Balance - Beginning	-	-	-	-	-	-
TOTAL FUND BALANCE	-	-	-	-	-	-
TOTAL PROJECTED FUND BALANCE	-	-	-	-	-	-
** Transfers-Out Detail						
FD 251 - CDBG - Admin to General Fund	-	17,830	-	-	-	-
FD 331 ADA Improvements	-	171,850	-	-	-	-
	-	189,680	-	-	-	-



ALISO VIEJO CONFERENCE CENTER

	2014-15 Mid-Year Budget	2015-16 Draft Budget	2016-17 Forecast Budget	2017-18 Forecast Budget	2018-19 Forecast Budget	2019-20 Forecast Budget
ESTIMATED RESOURCES						
Food & Beverage	438,300	406,330	451,025	482,600	506,730	532,065
Beverage	80,600	79,480	84,250	90,990	95,540	100,315
F & B Tourney	-	-	-	-	-	-
Facility Rental Fees	42,900	71,375	82,080	88,650	95,740	103,400
Equipment Rental Fees	60,600	129,295	135,760	142,550	149,675	157,160
User Fees	-	-	-	-	-	-
Miscellaneous Revenue	109,000	105,895	112,250	118,985	124,935	131,180
Interfund Transfers	216,565	150,000	-	-	-	-
TOTAL ESTIMATED RESOURCES	947,965	942,375	865,365	923,775	972,620	1,024,120
APPROPRIATIONS						
Salaries & Benefits	393,400	354,150	364,775	375,720	386,990	398,600
Operating Expenditures	554,565	587,035	500,145	513,650	527,560	541,885
TOTAL APPROPRIATIONS	947,965	941,185	864,920	889,370	914,550	940,485
FUND BALANCE						
2911 Fund Balance	-	-	1,190	1,635	36,040	94,110
TOTAL FUND BALANCE	-	-	1,190	1,635	36,040	94,110
TOTAL PROJECTED FUND BALANCE	-	1,190	1,635	36,040	94,110	177,745



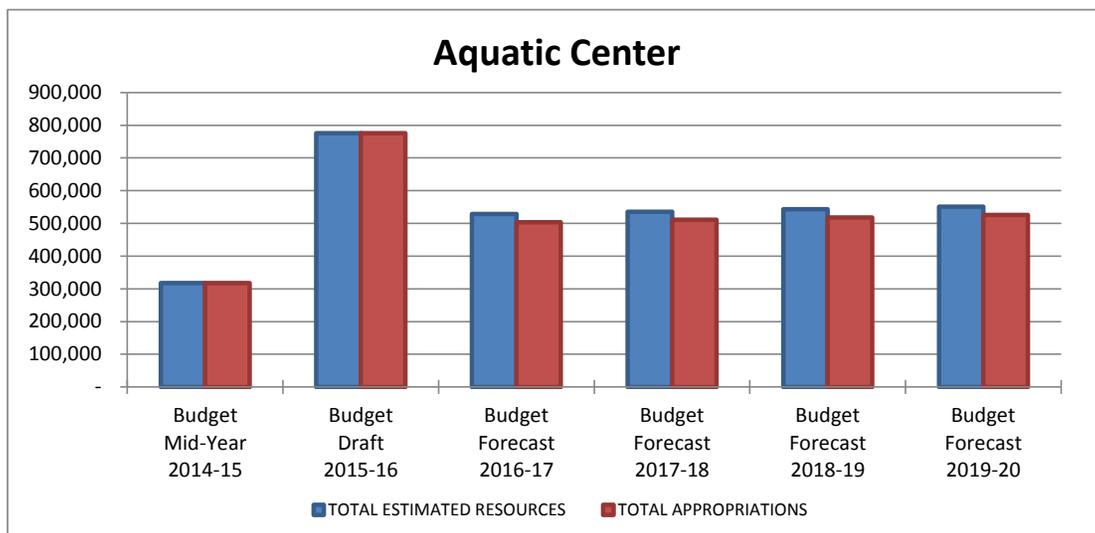
ALISO VIEJO AQUATIC CENTER

	2014-15 Mid-Year Budget	2015-16 Draft Budget	2016-17 Forecast Budget	2017-18 Forecast Budget	2018-19 Forecast Budget	2019-20 Forecast Budget
ESTIMATED RESOURCES						
Food & Beverage	42,750	-	-	-	-	-
Aquatic Center Fees	22,000	95,000	96,900	98,840	100,815	102,830
Pool Use Fees	57,800	10,500	10,560	10,610	10,665	10,720
Aquatic Classes	14,750	214,000	222,560	231,465	240,725	250,355
Merchandise	50	1,650	75	75	75	75
Miscellaneous Revenue	-	-	-	-	-	-
Interfund Transfers**	180,295	455,000	198,335	194,870	191,155	187,180
TOTAL ESTIMATED RESOURCES	317,645	776,150	528,430	535,860	543,435	551,160

APPROPRIATIONS						
Salaries & Benefits	97,570	219,795	224,190	228,675	233,250	237,915
Operating Expenditures	220,075	556,355	279,240	282,185	285,185	288,245
TOTAL APPROPRIATIONS	317,645	776,150	503,430	510,860	518,435	526,160

FUND BALANCE						
2911 Fund Balance	-	-	-	25,000	50,000	75,000
TOTAL FUND BALANCE	-	-	-	25,000	50,000	75,000
TOTAL PROJECTED FUND BALANCE	-	-	25,000	50,000	75,000	100,000

** TRANSFER DETAIL						
FD245 - Aquatic Center Fencing	-	215,000	-	-	-	-
FD245 - Aquatic Center Ticket Window	-	15,000	-	-	-	-
FY 2015-16 GF Transfers	180,295	150,000	173,335	169,870	166,155	162,180
FD245 - Security Cameras at AQ CTR	-	75,000	-	-	-	-
GF-Miscellaneous Capital Imp	-	-	25,000	25,000	25,000	25,000
	180,295	455,000	198,335	194,870	191,155	187,180



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CAPITAL IMPROVEMENT FUNDS

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STREET IMPROVEMENTS

	2014-15 Mid-Year Budget	2015-16 Draft Budget	2016-17 Forecast Budget	2017-18 Forecast Budget	2018-19 Forecast Budget	2019-20 Forecast Budget
ESTIMATED RESOURCES						
Interfund Transfers	1,547,000	1,634,000	1,530,000	1,352,000	1,250,000	1,500,000
TOTAL ESTIMATED RESOURCES	1,547,000	1,634,000	1,530,000	1,352,000	1,250,000	1,500,000
APPROPRIATIONS						
Traffic Management/Safety Projects**	-	-	-	-	-	-
Streets/Highways Projects**	1,547,000	1,634,000	1,530,000	1,352,000	1,250,000	1,500,000
TOTAL APPROPRIATIONS	1,547,000	1,634,000	1,530,000	1,352,000	1,250,000	1,500,000
 TOTAL PROJECTED FUND BALANCE	 -	 -	 -	 -	 -	 -

**** PROJECT DETAIL**

Streets/Highways

#102 Aliso Viejo Pkwy Median - Grand to Enterprise

Measure M	-	-	182,800	-	-	-
Development Impact	-	-	597,200	-	-	-

#065 Town Center Loop Phase 2

Development Impact	45,000	-	-	-	-	-
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Aliso Crk Rd Rehab (Pacific Park - AV Pkwy)

Measure M	695,050	-	-	-	-	-
Other Grants	56,950	-	-	-	-	-

Aliso Crk Rd Rehab (AV Pkwy - City Limits)

General Fund	-	-	-	500,000	750,000	-
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Pacific Park Rehab (Chase - SR73)

Measure M	-	884,000	-	-	-	-
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Glenwood Rehab (SR73 to Moulton)

General Fund	-	-	-	-	-	-
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Alicia Pkwy Rehab - Pacific Park to City Limits

General Fund	-	-	-	-	-	-
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Aliso Viejo Pkwy Rehab- Enterprise to Aliso Creek Rd

General Fund	-	-	-	-	-	-
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Aliso Viejo Pkwy Rehab - Cedarbrook to Moulton Pkwy

General Fund	-	-	-	602,000	-	-
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Slurry Seal

Gas Tax	750,000	-	-	-	-	-
General Fund	-	-	325,000	-	-	-
Measure M	-	750,000	425,000	750,000	750,000	750,000
	1,547,000	1,634,000	1,530,000	1,352,000	1,250,000	1,500,000

For full project information, please see Section 3 - Capital Improvement Plan.

CAPITAL IMPROVEMENTS

	2014-15 Mid-Year Budget	2015-16 Draft Budget	2016-17 Forecast Budget	2017-18 Forecast Budget	2018-19 Forecast Budget	2019-20 Forecast Budget
ESTIMATED RESOURCES						
Interfund Transfers	1,112,000	521,850	-	-	-	-
TOTAL ESTIMATED RESOURCES	<u>1,112,000</u>	<u>521,850</u>	<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>
APPROPRIATIONS						
Capital Improvement Projects**	1,112,000	521,850	-	-	-	-
TOTAL APPROPRIATIONS	<u>1,112,000</u>	<u>521,850</u>	<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>
TOTAL PROJECTED FUND BALANCE	<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>

**** PROJECT DETAIL**

Parks/Recreation Improvements

#088 Alicia Pedestrian Bridge-Design Only

AQMD AB2766 Subvention Funds	641,685	-	-	-	-	-
General Fund	58,315	-	-	-	-	-

#094 Wayfinding Signs

Development Impact	150,000	150,000	-	-	-	-
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#095 AV Welcome Signs

Development Impact	-	200,000	-	-	-	-
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ADA Improvements

Federal Grant	-	171,850	-	-	-	-
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#097 ANHS Scoreboard

Development Impact	75,000	-	-	-	-	-
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#098 Iglesia Park Ball Field Rehab

Development Impact	187,000	-	-	-	-	-
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	<u>1,112,000</u>	<u>521,850</u>	<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>
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For full project information, please see Section 3 - Capital Improvement Plan.

STORM WATER

	2014-15 Mid-Year Budget	2015-16 Draft Budget	2016-17 Forecast Budget	2017-18 Forecast Budget	2018-19 Forecast Budget	2019-20 Forecast Budget
ESTIMATED RESOURCES						
Interfund Transfers	64,050	652,345	5,000	5,000	5,000	5,000
Intergovernmental Reimbursements	-	139,655				
TOTAL ESTIMATED RESOURCES	64,050	792,000	5,000	5,000	5,000	5,000
APPROPRIATIONS						
Stormwater Improvements**	7,500	5,000	5,000	5,000	5,000	5,000
Construction	56,550	787,000	-	-	-	-
TOTAL APPROPRIATIONS	64,050	792,000	5,000	5,000	5,000	5,000
TOTAL PROJECTED FUND BALANCE	-	-	-	-	-	-

**** PROJECT DETAIL**

Stormwater Improvements

#030 Wetlands Monitoring Project

General Fund	7,500	5,000	5,000	5,000	5,000	5,000
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#086 M2 Catch Basin Project (Phase II)

Measure M	-	-	-	-	-	-
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Dairy Fork Wetland

General Fund	-	135,795	-	-	-	-
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Measure M	56,550	511,550	-	-	-	-
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	64,050	652,345	5,000	5,000	5,000	5,000
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For full project information, please see Section 3 - Capital Improvement Plan.

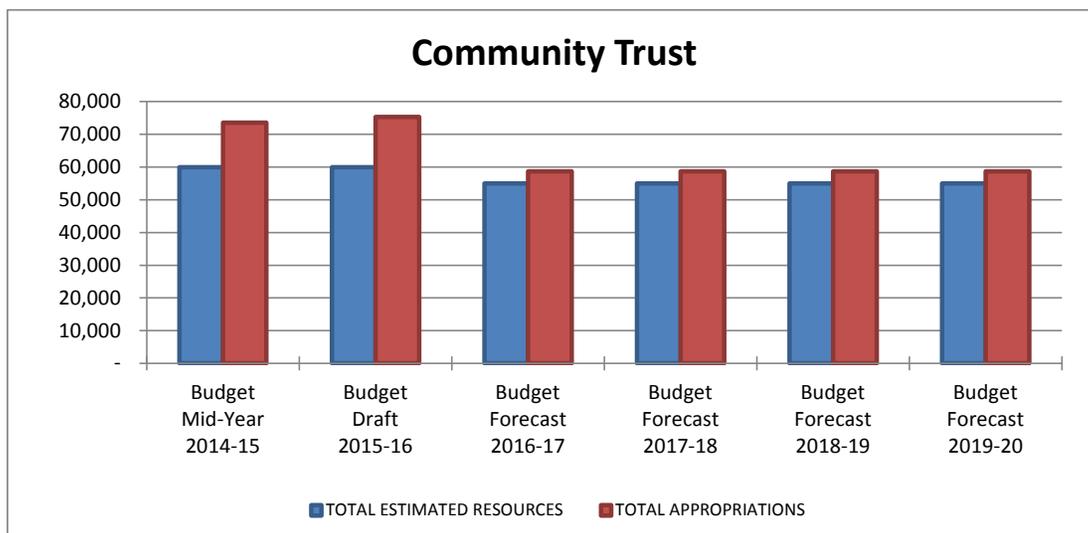
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TRUST & AGENCY ACCOUNTS

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COMMUNITY TRUST

	2014-15 Mid-Year Budget	2015-16 Draft Budget	2016-17 Forecast Budget	2017-18 Forecast Budget	2018-19 Forecast Budget	2019-20 Forecast Budget
ESTIMATED RESOURCES						
Other Income	60,000	60,000	55,000	55,000	55,000	55,000
TOTAL ESTIMATED RESOURCES	60,000	60,000	55,000	55,000	55,000	55,000
APPROPRIATIONS						
Programs	73,115	75,285	56,175	56,175	56,175	56,175
Furniture & Equipment	500	-	2,500	2,500	2,500	2,500
TOTAL APPROPRIATIONS	73,615	75,285	58,675	58,675	58,675	58,675
FUND BALANCE						
Fund Balance	148,165	134,550	119,265	115,590	111,915	108,240
TOTAL FUND BALANCE	148,165	134,550	119,265	115,590	111,915	108,240
TOTAL PROJECTED FUND BALANCE	134,550	119,265	115,590	111,915	108,240	104,565



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***FIVE YEAR
CAPITAL IMPROVEMENT PLAN***

FY 2014-15 THROUGH FY 2019-20

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**City of Aliso Viejo
Capital Improvement Plan
Summary Listing by Fiscal Year**

	Estimated Project Cost	Prior Year Actuals	FY 14-15 Mid-Year	FY 15-16 Budget	FY 16-17 Forecast	FY 17-18 Forecast	FY 18-19 Forecast	FY 19-20 Forecast	Future	
		<small>(FY02-03 to FY13-14)</small>								
Street Improvement Projects										
037	Aliso Creek at SR73 Traffic Islands	165,930	67,930	-	-	-	-	-	98,000	
038	Aliso Creek Median - SR73 to Windsong	710,000	96,223	-	-	-	-	-	613,777	
039	Aliso Creek Median - El Toro to Glenwood	600,000	-	-	-	-	-	-	600,000	
050	AV Pkwy Median (Pacific Park to Grand)	647,000	88,510	-	-	-	-	-	558,490	
092	Aliso Creek Road Rehab - Pacific Park to AV Pkwy	752,000	-	752,000	-	-	-	-	-	
100	Pacific Park Rehab - Chase to 73	884,000	-	-	884,000	-	-	-	-	
102	AV Parkway Median (Grand to Enterprise)	780,000	-	-	-	780,000	-	-	-	
	Aliso Creek Road Rehab - A V Pkwy to City Limits	1,250,000	-	-	-	-	500,000	750,000	-	
	Glenwood Rehabilitation - SR73 to Moulton	1,551,000	-	-	-	-	-	-	1,551,000	
	Aliso Viejo Pkwy Rehab - Enterprise to Aliso Creek Road	1,088,000	-	-	-	-	-	-	1,088,000	
	Aliso Viejo Pkwy Rehab - Cedarbrook to Moulton	602,000	-	-	-	-	602,000	-	-	
	Slurry Seal	11,494,000	6,746,075	750,000	750,000	750,000	750,000	750,000	248,006	
	Total - Street Improvements	20,523,930	6,998,738	1,502,000	1,634,000	1,530,000	1,352,000	1,250,000	1,500,000	4,757,273
Traffic Management/Safety Projects										
033	Traffic Congestion Mitigation	20,000	-	-	-	-	-	-	20,000	
	Total - Traffic Mgmt/Safety Improvements	20,000	-	-	-	-	-	-	20,000	
Parks and Recreation Improvements										
088	Alicia Pedestrian Bridge - Design Only	750,000	50,032	700,000	-	-	-	-	-	
	Total - Parks and Recreation Improvements	750,000	50,032	700,000	-	-	-	-	-	
Storm Water Improvements										
030	Wetlands Project (Monitoring)	190,000	155,153	5,000	5,000	5,000	5,000	5,000	4,847	
081	M2 Environmental Cleanup Project - Phase I	137,950	102,032	4,695	5,405	5,405	5,405	5,405	4,198	
086	M2 Environmental Cleanup Project - Phase II	140,000	102,665	4,895	5,405	5,405	5,405	5,405	5,415	
090	M2 Environmental Cleanup Project - Phase III	274,000	193,749	13,210	13,210	13,210	13,210	13,210	991	
091	Dairy Fork Project	874,000	-	87,000	787,000	-	-	-	-	
	Total - Storm Water Improvements	1,615,950	553,599	114,800	816,020	29,020	29,020	29,020	29,020	15,451
	GRAND TOTAL		7,602,369	2,316,800	2,450,020	1,559,020	1,381,020	1,279,020	1,529,020	4,792,724

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PROJECT TITLE: Aliso Creek at SR73 Traffic Islands

CITY PROJECT #: 037

FUND TYPE:
Capital Improvements

FUNCTION:
Street Improvements

FUNDING SOURCES:
Gas Tax for Design,
Construction Funding TBD

POSSIBLE OFF-SET:
TBD

TYPE OF WORK:
Aesthetic/Landscaping Impr.

DESCRIPTION:
Construct landscaping and irrigation improvements in the traffic islands at Aliso Creek Rd and SR73.
Construction schedule TBD, pending Caltrans approval of new design.



ESTIMATED PROJECT COST: \$ 165,930

PROJECT COST DETAIL:

	Estimated Project Cost	YTD All Prior Years	2014-15 Mid-Year	2015-16 Budget	2016-17 Forecast	2017-18 Forecast	2018-19 Forecast	2019-20 Forecast
Design	52,522	52,522						
Construction Mgmt	15,408	15,408						
Construction	98,000							
Contingency								
Improvements								
Rehabilitation								
	\$ 165,930	67,930	-	-	-	-	-	-

PROJECT TITLE: Aliso Creek Median - SR73 to Windsong

CITY PROJECT #: 038

FUND TYPE:
Capital Improvements

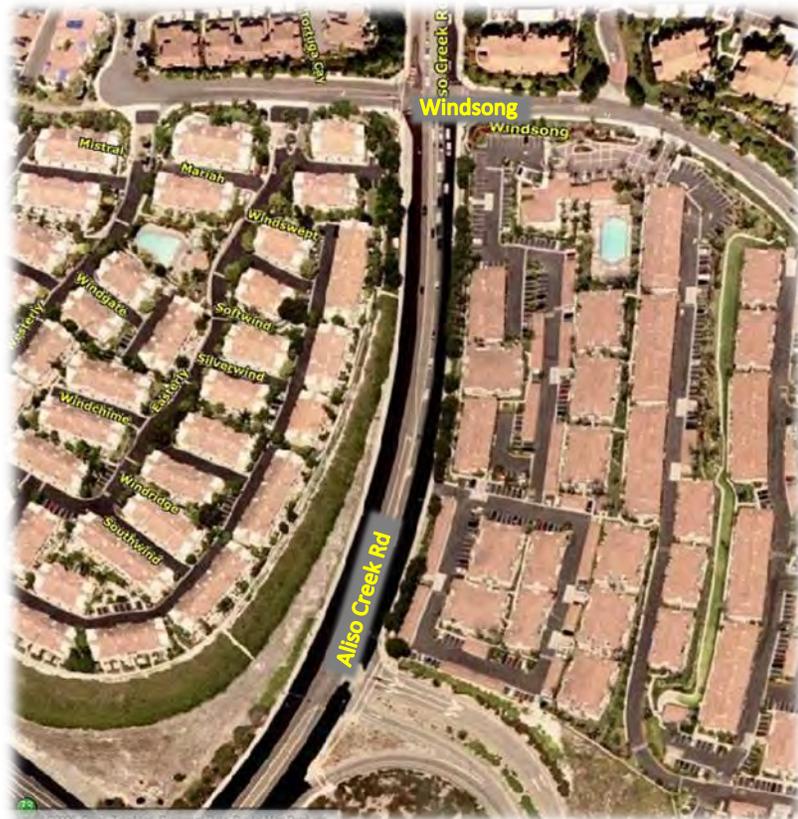
FUNCTION:
Street Improvements

FUNDING SOURCES:
Gas Tax for Design,
Construction funding TBD

POSSIBLE OFF-SET:
TBD

TYPE OF WORK:
Safety

DESCRIPTION:
Construction of a landscape median island along an arterial roadway to increase vehicular safety by separating the flow of traffic and improving aesthetics.



ESTIMATED PROJECT COST: \$ 710,000

PROJECT COST DETAIL:

	Estimated Project Cost	YTD All Prior Years	2014-15 Mid-Year	2015-16 Budget	2016-17 Forecast	2017-18 Forecast	2018-19 Forecast	2019-20 Forecast
Design	96,223	96,223						
Construction Mgmt	24,777							
Construction	589,000							
Contingency								
Improvements								
Rehabilitation								
	\$ 710,000	96,223	-	-	-	-	-	-

PROJECT TITLE: Aliso Creek Median - El Toro to Glenwood

CITY PROJECT #: 039

FUND TYPE:
Capital Improvements

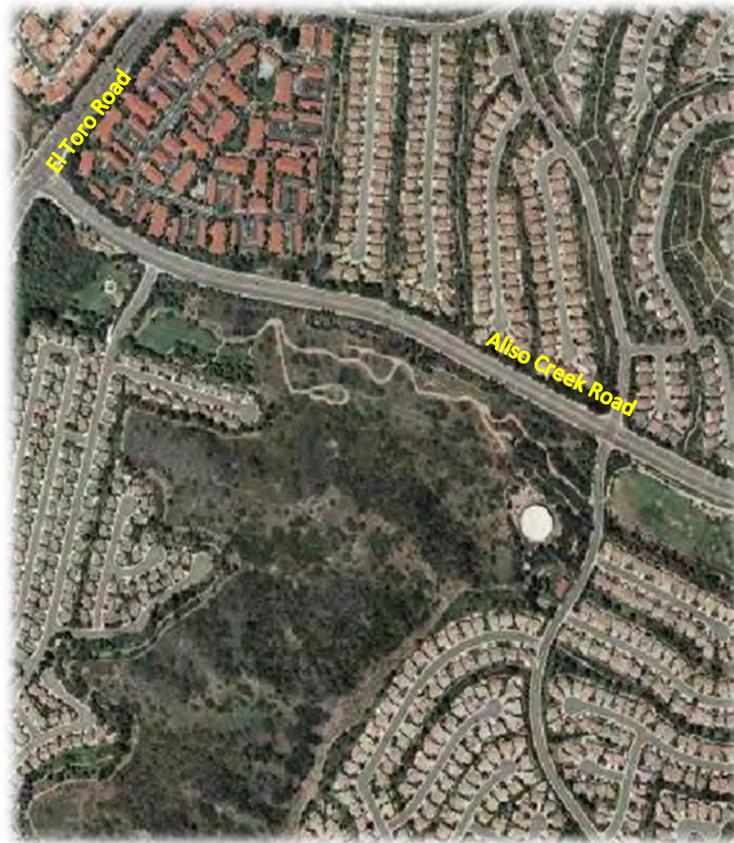
FUNCTION:
Street Improvements

FUNDING SOURCES:
TBD

POSSIBLE OFF-SET:
TBD

TYPE OF WORK:
Safety

DESCRIPTION:
Construction of a landscape median island along an arterial roadway to increase vehicular safety by separating the flow of traffic and improving aesthetics.



ESTIMATED PROJECT COST: \$ 600,000

PROJECT COST DETAIL:

	Estimated Project Cost	YTD All Prior Years	2014-15 Mid-Year	2015-16 Budget	2016-17 Forecast	2017-18 Forecast	2018-19 Forecast	2019-20 Forecast
Design	60,000							
Construction Mgmt	50,000							
Construction	490,000							
Contingency								
Improvements								
Rehabilitation								
	\$ 600,000	-	-	-	-	-	-	-

PROJECT TITLE: Aliso Viejo Pkwy Median (Pacific Park to Grand)

CITY PROJECT #: 050

FUND TYPE:
Capital Improvements

FUNCTION:
Street Improvements

FUNDING SOURCES:
Design funded by Meas M and Gas Tax, Construction funding TBD

POSSIBLE OFF-SET:
None

TYPE OF WORK:
Safety/Aesthetic Improvement

DESCRIPTION:
Construction of landscape median, including installation of curb and gutter, irrigation, and planting of shrubs and trees. Design completed in FY 09-10.



ESTIMATED PROJECT COST: \$ 647,000

PROJECT COST DETAIL:

	Estimated Project Cost	YTD All Prior Years	2014-15 Mid-Year	2015-16 Budget	2016-17 Forecast	2017-18 Forecast	2018-19 Forecast	2019-20 Forecast
Design	88,510	88,510						
Construction Mgmt	22,490							
Construction	536,000							
Contingency								
Improvements								
Rehabilitation								
	\$ 647,000	88,510	-	-	-	-	-	-

PROJECT TITLE: Aliso Creek Rd Rehab - Pacific Park to Aliso Viejo Pkwy

CITY PROJECT #: 092

FUND TYPE:
Capital Improvements

FUNCTION:
Street Improvement

FUNDING SOURCES:
Measure M2

POSSIBLE OFF-SET:
None

TYPE OF WORK:
Road Maintenance/Rehab.

DESCRIPTION:
Rehabilitation of roadway, including full depth replacement of failed areas, pavement grinding, and asphalt overlay. Approximately 2,600 lf.



ESTIMATED PROJECT COST: \$ 752,000

PROJECT COST DETAIL:

	Estimated Project Cost	YTD All Prior Years	2014-15 Mid-Year	2015-16 Budget	2016-17 Forecast	2017-18 Forecast	2018-19 Forecast	2019-20 Forecast
Design	51,000		51,000					
Construction Mgmt	58,000		58,000					
Construction	585,000		585,000					
Contingency	58,000		58,000					
Improvements								
Rehabilitation								
	\$ 752,000	-	752,000	-	-	-	-	-

PROJECT TITLE: Pacific Park Rehab - Chase to SR73

CITY PROJECT #: 100

FUND TYPE:
Capital Improvements

FUNCTION:
Street Improvement

FUNDING SOURCES:
Measure M2

POSSIBLE OFF-SET:
None

TYPE OF WORK:
Road Maintenance

DESCRIPTION:
Rehabilitation of an arterial roadway including full depth replacement of failed areas, pavement grinding and asphalt overlay.



ESTIMATED PROJECT COST: \$ 884,000

PROJECT COST DETAIL:

	Estimated Project Cost	YTD All Prior Years	2014-15 Mid-Year	2015-16 Budget	2016-17 Forecast	2017-18 Forecast	2018-19 Forecast	2019-20 Forecast
Design	60,000			60,000				
Construction Mgmt	50,000			50,000				
Construction	704,000			704,000				
Contingency	70,000			70,000				
Improvements								
Rehabilitation								
	\$ 884,000	-	-	884,000	-	-	-	-

PROJECT TITLE: Aliso Viejo Pkwy Median (Grand to Enterprise)

CITY PROJECT #: 102

FUND TYPE:
Capital Improvements

FUNCTION:
Street Improvements

FUNDING SOURCES:
Gas Tax for Design,
Development Impact,
General Fund

POSSIBLE OFF-SET:
None

TYPE OF WORK:
Safety/Aesthetic

DESCRIPTION:
Construct landscape median to increase vehicular safety by separating traffic flow. Improvements include curb, landscaping and irrigation.



ESTIMATED PROJECT COST: \$ 780,000

PROJECT COST DETAIL:

	Estimated Project Cost	YTD All Prior Years	2014-15 Mid-Year	2015-16 Budget	2016-17 Forecast	2017-18 Forecast	2018-19 Forecast	2019-20 Forecast
Design	15,000				15,000			
Construction Mgmt	50,000				50,000			
Construction	650,000				650,000			
Contingency	65,000				65,000			
Improvements								
Rehabilitation								
	\$ 780,000	-	-	-	780,000	-	-	-

PROJECT TITLE: Aliso Creek Road Rehab - AV Pkwy to City Limits

CITY PROJECT #:

FUND TYPE:
Capital Improvements

FUNCTION:
Street Improvements

FUNDING SOURCES:
Measure M2 & TBD

POSSIBLE OFF-SET:
None

TYPE OF WORK:
Road Maintenance/Rehab.

DESCRIPTION:
Rehabilitation of roadway, including full depth replacement of failed areas, pavement grinding, and asphalt overlay. Approximately 4,500 lf.



ESTIMATED PROJECT COST: \$ 1,250,000

PROJECT COST DETAIL:

	Estimated Project Cost	YTD All Prior Years	2014-15 Mid-Year	2015-16 Budget	2016-17 Forecast	2017-18 Forecast	2018-19 Forecast	2019-20 Forecast
Design	80,000						80,000	
Construction Mgmt	80,000						80,000	
Construction	990,000						340,000	650,000
Contingency	100,000							100,000
Improvements								
Rehabilitation								
	\$ 1,250,000	-	-	-	-	-	500,000	750,000

PROJECT TITLE: Glenwood Rehabilitation - SR73 to Moulton

CITY PROJECT #:

FUND TYPE:
Capital Improvements

FUNCTION:
Street Improvement

FUNDING SOURCES:
TBD

POSSIBLE OFF-SET:
None

TYPE OF WORK:
Road Maintenance

DESCRIPTION:
Rehabilitation of an arterial roadway including full depth replacement of failed areas, pavement grinding and asphalt overlay. 6,200LF



ESTIMATED PROJECT COST: \$ 1,551,000

PROJECT COST DETAIL:

	Estimated Project Cost	YTD All Prior Years	2014-15 Mid-Year	2015-16 Budget	2016-17 Forecast	2017-18 Forecast	2018-19 Forecast	2019-20 Forecast
Design	130,000							
Construction Mgmt	116,000							
Construction	1,160,000							
Contingency	145,000							
Improvements								
Rehabilitation								
	\$ 1,551,000	-	-	-	-	-	-	-

PROJECT TITLE: Aliso Viejo Parkway Rehab - Enterprise to Aliso Creek Rd

CITY PROJECT #:

FUND TYPE:
Capital Improvements

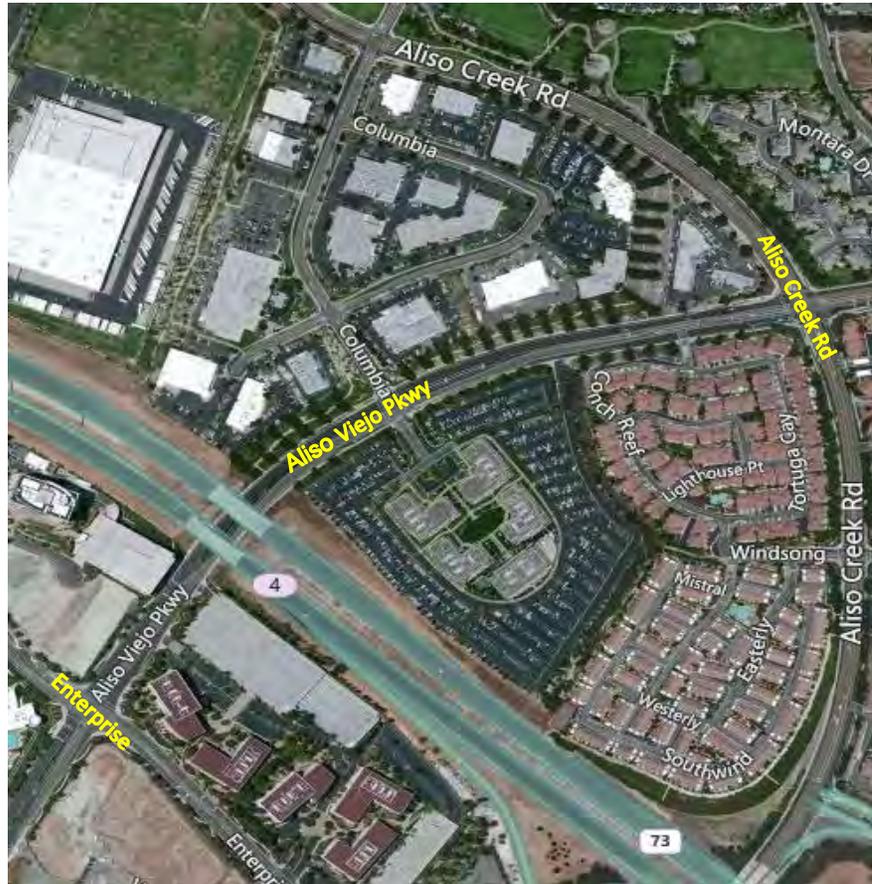
FUNCTION:
Street Improvements

FUNDING SOURCES:
TBD

POSSIBLE OFF-SET:
TBD

TYPE OF WORK:
Street Maintenance/Rehab.

DESCRIPTION:
Rehabilitation of roadway, including full depth replacement of failed areas, pavement grinding, and asphalt overlay. Approximately 3,300 lf.



ESTIMATED PROJECT COST: \$ 1,088,000

PROJECT COST DETAIL:

	Estimated Project Cost	YTD All Prior Years	2014-15 Mid-Year	2015-16 Budget	2016-17 Forecast	2017-18 Forecast	2018-19 Forecast	2019-20 Forecast
Design	75,000							
Construction Mgmt	75,000							
Construction	853,000							
Contingency	85,000							
Improvements								
Rehabilitation								
	\$ 1,088,000	-	-	-	-	-	-	-

PROJECT TITLE: Aliso Viejo Parkway Rehab - Cedarbrook to Moulton

CITY PROJECT #:

FUND TYPE:
Capital Improvements

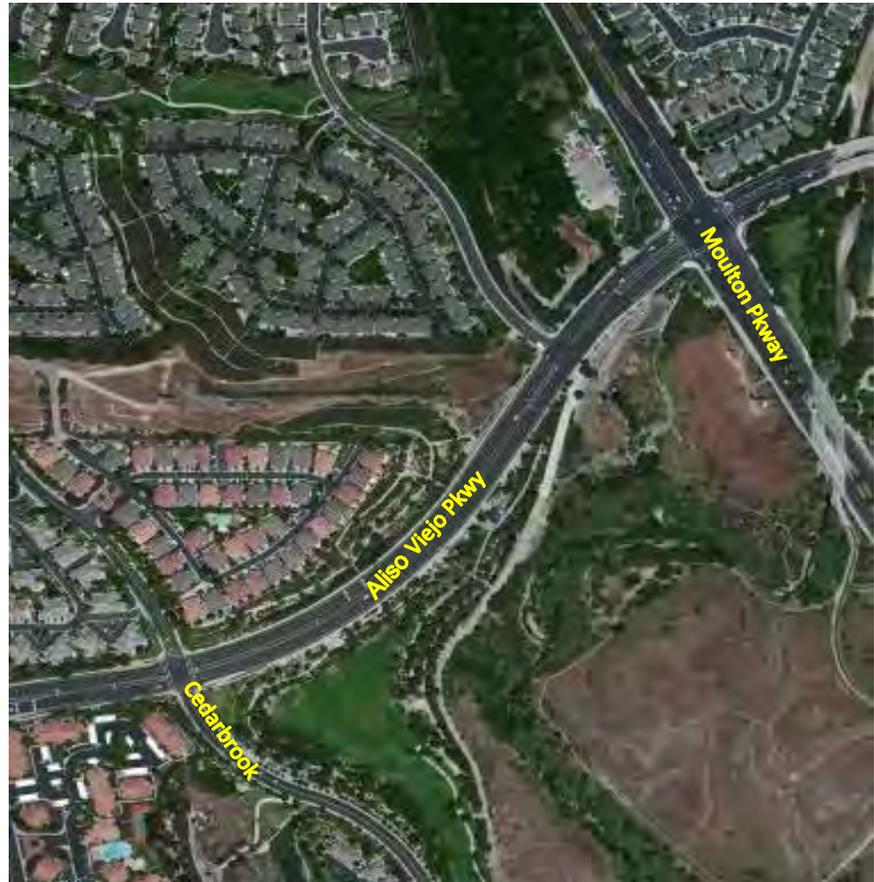
FUNCTION:
Street Improvements

FUNDING SOURCES:
General Fund

POSSIBLE OFF-SET:
TBD

TYPE OF WORK:
Street Maintenance/Rehab.

DESCRIPTION:
Rehabilitation of roadway, including full depth replacement of failed areas, pavement grinding, and asphalt overlay. Approximately 3,500 lf.



ESTIMATED PROJECT COST: \$ 602,000

PROJECT COST DETAIL:

	Estimated Project Cost	YTD All Prior Years	2014-15 Mid-Year	2015-16 Budget	2016-17 Forecast	2017-18 Forecast	2018-19 Forecast	2019-20 Forecast
Design	45,000					45,000		
Construction Mgmt	45,000					45,000		
Construction	465,000					465,000		
Contingency	47,000					47,000		
Improvements								
Rehabilitation								
	\$ 602,000	-	-	-	-	602,000	-	-

PROJECT TITLE: Alicia Pedestrian Bridge

CITY PROJECT #: 088

FUND TYPE:
Capital Improvements

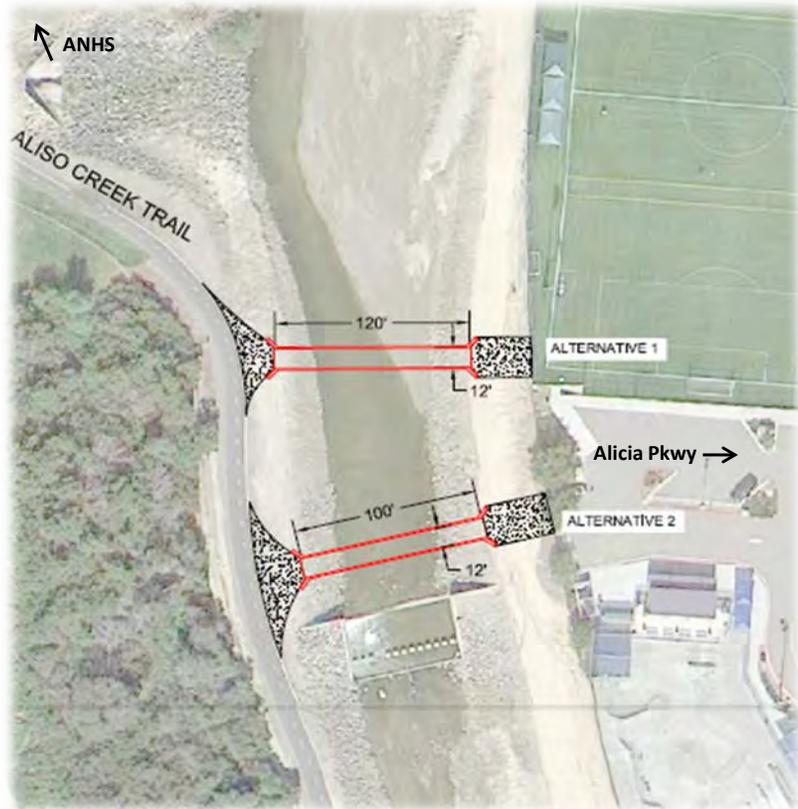
FUNCTION:
Pedestrian Facility

FUNDING SOURCES:
AQMD AB 2766 Subvention
Funds & TBD

POSSIBLE OFF-SET:
TBD

TYPE OF WORK:
Construction

DESCRIPTION:
Construction of a pedestrian bridge connecting Aliso Niguel High School to Alicia Parkway over Aliso Creek.



ESTIMATED PROJECT COST: \$ 750,000

PROJECT COST DETAIL:

	Estimated Project Cost	YTD All Prior Years	2014-15 Mid-Year	2015-16 Budget	2016-17 Forecast	2017-18 Forecast	2018-19 Forecast	2019-20 Forecast
Design	240,000	50,032	190,000					
Construction Mgmt	50,000		50,000					
Construction	360,000		360,000					
Contingency	100,000		100,000					
Improvements								
Rehabilitation								
	\$ 750,000	50,032	700,000	-	-	-	-	-

PROJECT TITLE: M2 Catch Basin Project (Phase I)

CITY PROJECT #: 081

FUND TYPE:
Stormwater Improvements

FUNCTION:
Stormwater

FUNDING SOURCES:
M2 Competitive Grant

POSSIBLE OFF-SET:
None.

TYPE OF WORK:
Construction

DESCRIPTION:
Purchase and installation of 40 filters for catch basins within high priority drainage areas in the Aliso Creek Watershed.



ESTIMATED PROJECT COST: \$ 137,950

PROJECT COST DETAIL:

	Estimated Project Cost	YTD All Prior Years	2014-15 Mid-Year	2015-16 Budget	2016-17 Forecast	2017-18 Forecast	2018-19 Forecast	2019-20 Forecast
Design								
Construction Mgmt								
Construction	137,950	102,032	4,695	5,405	5,405	5,405	5,405	5,405
Contingency								
Improvements								
Rehabilitation								
	\$ 137,950	102,032	4,695	5,405	5,405	5,405	5,405	5,405

PROJECT TITLE: M2 Catch Basin Project (Phase II)

CITY PROJECT #: 086

FUND TYPE:
Stormwater Improvements

FUNCTION:
Stormwater

FUNDING SOURCES:
M2 Competitive Grant

POSSIBLE OFF-SET:
None.

TYPE OF WORK:
Construction

DESCRIPTION:
Purchase and installation of 48 filters for catch basins within high priority drainage areas in the Aliso Creek Watershed.



ESTIMATED PROJECT COST: \$ 140,000

PROJECT COST DETAIL:

	Estimated Project Cost	YTD All Prior Years	2014-15 Mid-Year	2015-16 Budget	2016-17 Forecast	2017-18 Forecast	2018-19 Forecast	2019-20 Forecast
Design								
Construction Mgmt								
Construction	140,000	102,665	4,895	5,405	5,405	5,405	5,405	5,405
Contingency								
Improvements								
Rehabilitation								
	\$ 140,000	102,665	4,895	5,405	5,405	5,405	5,405	5,405

PROJECT TITLE: Dairy Fork Wetland Project

CITY PROJECT #: 091

FUND TYPE:
Stormwater Improvements

FUNCTION:
Stormwater

FUNDING SOURCES:
M2 Competitive Grant
General Fund

POSSIBLE OFF-SET:
None.

TYPE OF WORK:
Construction

DESCRIPTION:
Purchase and installation of 100 catch basin filter inserts within high priority drainage areas in the Aliso Creek Watershed.



ESTIMATED PROJECT COST: \$ 874,000

PROJECT COST DETAIL:

	Estimated Project Cost	YTD All Prior Years	2014-15 Mid-Year	2015-16 Budget	2016-17 Forecast	2017-18 Forecast	2018-19 Forecast	2019-20 Forecast
Design	87,000		87,000					
Construction Mgmt	85,000			85,000				
Construction	585,000			585,000				
Contingency	117,000			117,000				
Improvements								
Rehabilitation								
	\$ 874,000	-	87,000	787,000	-	-	-	-

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SCENARIO 2

**CITY OF
ALISO VIEJO**



DRAFT

5 YEAR STRATEGIC PLAN

FISCAL YEARS 2015-2020

WILLIAM A. PHILLIPS
Mayor

MIKE MUNZING
Mayor Pro Tem

ROSS CHUN
Council Member

DAVID C. HARRINGTON
Council Member

PHILLIP B. TSUNODA
Council Member

DAVID A. DOYLE
City Manager

GINA M. THARANI
Director of Financial Services
City Treasurer

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SCENARIO 2



FIVE YEAR

FINANCIAL PLAN

FY 2014-15 THROUGH FY 2019-20

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GROWTH FACTORS FOR PROJECTIONS

	2014-15 Mid-Year Budget	2015-16 Draft Budget	2016-17 Forecast Budget	2017-18 Forecast Budget	2018-19 Forecast Budget	2019-20 Forecast Budget
FACTORS						
Consumer Price Index (CPI)	0.80%	2.00%	2.00%	2.00%	2.00%	2.00%
Population	49,952	50,451	50,956	51,466	51,980	52,500
Population % Change	0.96%	1.00%	1.00%	1.00%	1.00%	1.00%
CA Per Capita	-0.23%	2.00%	2.00%	2.00%	2.00%	2.00%
Growth Factor	1.007	1.030	1.030	1.030	1.030	1.030
Assessed Valuation	7.15%	2.00%	2.00%	2.00%	2.00%	2.00%
Property Transfer Tax	3.50%	3.00%	3.00%	3.00%	3.00%	3.00%
Sales Tax	-0.91%	2.00%	2.50%	3.00%	3.50%	3.50%
Transient Occupancy Tax	-1.43%	0.50%	7.00%	7.00%	5.00%	5.00%
Franchise Taxes	-0.63%	0.50%	0.50%	0.50%	0.50%	0.50%
Permits, Fees and Service Charges	-1.00%	6.00%	5.00%	4.00%	3.00%	3.00%
Interest Earnings	0.35%	0.40%	0.50%	0.60%	0.70%	1.00%
Salary & Benefits	6.00%	6.00%	6.00%	6.00%	6.00%	6.00%
Law Enforcement	6.10%	7.91%	3.00%	2.00%	2.00%	2.00%
City Fac-Conf Ctr Revenues	-5.66%	8.34%	9.21%	6.75%	5.29%	5.30%
City Fac-Aq Ctr Revenues	-11.18%	133.82%	2.79%	3.30%	3.31%	3.32%

CONSOLIDATED FUND RESERVES

FUND BALANCE	2014-15 Mid-Year Budget	2015-16 Draft Budget	2016-17 Forecast Budget	2017-18 Forecast Budget	2018-19 Forecast Budget	2019-20 Forecast Budget
Nonspendable:						
Restricted for:						
Special Revenue Funds	2,190,580	1,309,185	1,432,615	1,452,219	1,509,288	1,601,294
Long Term Financing	8,621	8,621	8,621	8,621	8,621	8,621
Committed to:						
Special Revenue Funds	8,448,257	7,776,172	7,195,517	7,246,022	7,320,192	7,419,927
Assigned to:						
Contingency Reserves	4,365,689	4,547,723	4,662,519	4,978,709	5,166,671	5,325,527
Self-Insurance/Benefit Obligations	570,000	581,400	593,028	604,889	616,986	629,326
Asset Replacement	9,493,715	10,043,715	10,643,715	11,293,715	11,943,715	12,593,715
Long Term Debt	-	-	-	-	-	-
800 MHZ replacement and upgrade	262,000	-	155,600	43,600	-	-
Emergencies & Unanticipated CIP Projects	1,500,000	1,000,000	1,000,000	1,000,000	1,000,000	1,000,000
Unassigned:						
Unassigned General Fund	4,596,287	5,347,583	5,058,354	4,022,985	2,761,780	1,339,434
Total Fund Balance	\$ 31,435,149	\$ 30,614,399	\$ 30,749,969	\$ 30,650,759	\$ 30,327,254	\$ 29,917,844

CONSOLIDATED

	2014-15 Mid-Year Budget	2015-16 Draft Budget	2016-17 Forecast Budget	2017-18 Forecast Budget	2018-19 Forecast Budget	2019-20 Forecast Budget
ESTIMATED RESOURCES						
General Fund	15,181,740	15,891,805	16,134,525	16,426,375	16,767,485	17,150,600
Traffic Congestion Relief	-	-	-	-	-	-
Gas Tax	1,267,200	1,061,740	1,082,825	1,104,330	1,126,270	1,148,655
Measure M	651,450	1,266,360	737,275	774,410	810,610	843,245
Public Safety Grants	110,100	100,100	100,100	100,100	100,100	100,100
AQMD Air Quality	61,900	62,900	64,135	65,395	66,680	68,000
Integrated Waste Management	13,325	13,300	13,300	13,300	13,300	13,300
Other Grants	56,950	-	-	-	-	-
Technology Grant	6,600	6,600	6,600	6,600	6,600	6,600
Development Impact	753,460	245,125	-	-	-	-
Federal Grant	-	189,680	-	-	-	-
Conference Center	947,965	942,375	865,365	923,775	972,620	1,024,120
Aquatic Center	317,645	776,150	528,430	535,860	543,435	551,160
Street Improvements	1,547,000	1,634,000	1,530,000	1,852,000	2,108,490	2,251,000
Capital Improvements	1,112,000	521,850	-	-	-	-
Storm Water	64,050	792,000	5,000	5,000	5,000	5,000
Total Estimated Resources	\$ 22,091,385	\$ 23,503,985	\$ 21,067,555	\$ 21,807,145	\$ 22,520,590	\$ 23,161,780
APPROPRIATIONS						
General Fund	14,552,295	15,159,075	15,541,730	16,595,695	17,222,230	17,751,750
Traffic Congestion Relief	-	-	-	-	-	-
Gas Tax	1,755,100	1,106,000	1,126,620	1,147,650	1,169,105	1,190,990
Measure M	875,650	2,169,850	632,585	775,280	775,785	776,305
Public Safety Grants	177,755	87,945	100,000	100,000	100,000	100,000
AQMD Air Quality	669,685	-	-	-	-	-
Integrated Waste Management	30,000	22,000	15,000	15,000	15,000	14,000
Other Grants	56,950	-	-	-	-	-
Technology Grant	197,000	20,000	15,500	15,500	15,500	15,500
Development Impact	778,500	905,000	597,200	-	-	-
Federal Grant	-	189,680	-	-	-	-
Conference Center	947,965	941,185	864,920	889,370	914,550	940,485
Aquatic Center	317,645	776,150	503,430	510,860	518,435	526,160
Street Improvements	1,547,000	1,634,000	1,530,000	1,852,000	2,108,490	2,251,000
Capital Improvements	1,112,000	521,850	-	-	-	-
Storm Water	64,050	792,000	5,000	5,000	5,000	5,000
Total Appropriations	\$ 23,081,595	\$ 24,324,735	\$ 20,931,985	\$ 21,906,355	\$ 22,844,095	\$ 23,571,190
NET CHANGE IN FUND BALANCE	\$ (990,210)	\$ (820,750)	\$ 135,570	\$ (99,210)	\$ (323,505)	\$ (409,410)
Beginning Fund Balance	32,425,354	31,435,149	30,614,399	30,749,969	30,650,759	30,327,254
Long Term Financing	5	-	-	-	-	-
PROJECTED ENDING FUND BALANCE	\$ 31,435,149	\$ 30,614,399	\$ 30,749,969	\$ 30,650,759	\$ 30,327,254	\$ 29,917,844
RESOURCES						
Percentage increase(decrease)	0.91%	6.39%	-10.37%	3.51%	3.27%	2.85%
APPROPRIATIONS						
Percentage increase(decrease)	-14.20%	5.39%	-13.95%	4.65%	4.28%	3.18%
FUND BALANCE						
Percentage increase(decrease)	-3.05%	-2.61%	0.44%	-0.32%	-1.06%	-1.35%

GENERAL FUND

	2014-15 Mid-Year Budget	2015-16 Draft Budget	2016-17 Forecast Budget	2017-18 Forecast Budget	2018-19 Forecast Budget	2019-20 Forecast Budget
ESTIMATED RESOURCES						
Taxes	13,926,565	14,319,370	14,654,275	15,024,615	15,412,360	15,812,090
Licenses & Permits	463,915	567,890	543,525	469,060	419,475	369,905
Fines and Forfeitures	280,000	340,000	342,800	345,655	348,570	351,540
Rev-Use of Money & Property	60,000	67,000	91,500	107,400	120,800	164,000
Intergovernmental Revenue	34,030	12,500	12,500	12,500	12,500	12,500
Current Services Charges	203,230	299,560	253,170	226,205	208,570	191,005
Other Revenue	10,550	62,550	27,550	27,550	27,550	27,550
Transfers-In Other Funds	-	17,830	-	-	-	-
Rental Income	203,450	205,105	209,205	213,390	217,660	222,010
Total Estimated Resources	\$ 15,181,740	\$ 15,891,805	\$ 16,134,525	\$ 16,426,375	\$ 16,767,485	\$ 17,150,600
APPROPRIATIONS						
Administration & Support	2,909,815	2,836,235	2,970,950	3,053,160	3,204,560	3,364,210
Community Services	916,705	937,425	948,405	979,280	1,013,450	1,049,625
Planning Services	977,810	938,530	726,500	782,880	829,415	879,030
Building & Safety	509,700	655,000	600,770	524,590	474,710	424,885
Public Works	1,100,000	1,222,200	1,246,245	1,270,770	1,295,780	1,321,300
Public Safety	7,502,390	8,102,950	8,334,720	8,495,245	8,658,975	8,825,970
Capital Outlay/Long Term Debt	462,675	290,795	528,335	1,301,870	1,554,645	1,693,180
City Hall	173,200	175,940	185,805	187,900	190,700	193,555
Total Appropriations	\$ 14,552,295	\$ 15,159,075	\$ 15,541,730	\$ 16,595,695	\$ 17,222,235	\$ 17,751,755
NET CHANGE IN FUND BALANCE	\$ 629,445	\$ 732,730	\$ 592,795	\$ (169,320)	\$ (454,750)	\$ (601,155)
Beginning Fund Balance	\$ 20,158,246	\$ 20,787,691	\$ 21,520,421	\$ 22,113,216	\$ 21,943,896	\$ 21,489,146
PROJECTED ENDING FUND BALANCE	\$ 20,787,691	\$ 21,520,421	\$ 22,113,216	\$ 21,943,896	\$ 21,489,146	\$ 20,887,991
RESOURCES						
Percentage increase(decrease)	1.93%	4.68%	1.53%	1.81%	2.08%	2.28%
APPROPRIATIONS						
Percentage increase(decrease)	-29.49%	4.17%	2.52%	6.78%	3.78%	3.07%
FUND BALANCE						
Percentage increase(decrease)	3.12%	3.52%	2.75%	-0.77%	-2.07%	-2.80%

CAPITAL IMPROVEMENT FUNDS

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STREET IMPROVEMENTS

	2014-15 Mid-Year Budget	2015-16 Draft Budget	2016-17 Forecast Budget	2017-18 Forecast Budget	2018-19 Forecast Budget	2019-20 Forecast Budget
ESTIMATED RESOURCES						
Interfund Transfers	1,547,000	1,634,000	1,530,000	1,852,000	2,108,490	2,251,000
TOTAL ESTIMATED RESOURCES	1,547,000	1,634,000	1,530,000	1,852,000	2,108,490	2,251,000
APPROPRIATIONS						
Traffic Management/Safety Projects**	-	-	-	-	-	-
Streets/Highways Projects**	1,547,000	1,634,000	1,530,000	1,852,000	2,108,490	2,251,000
TOTAL APPROPRIATIONS	1,547,000	1,634,000	1,530,000	1,852,000	2,108,490	2,251,000
 TOTAL PROJECTED FUND BALANCE	 -	 -	 -	 -	 -	 -

**** PROJECT DETAIL**

Streets/Highways

#102 Aliso Viejo Pkwy Median - Grand to Enterprise						
Measure M	-	-	182,800	-	-	-
Development Impact	-	-	597,200	-	-	-
#050 Aliso Viejo Pkwy Median - Pacific Park to Grand						
General Fund	-	-	-	-	558,490	-
#065 Town Center Loop Phase 2						
Development Impact	45,000	-	-	-	-	-
Aliso Crk Rd Rehab (Pacific Park - AV Pkwy)						
Measure M	695,050	-	-	-	-	-
Other Grants	56,950	-	-	-	-	-
Aliso Crk Rd Rehab (AV Pkwy - City Limits)						
General Fund	-	-	-	-	500,000	750,000
Pacific Park Rehab (Chase - SR73)						
Measure M	-	884,000	-	-	-	-
Glenwood Rehab (SR73 to Moulton)						
General Fund	-	-	-	500,000	300,000	751,000
Alicia Pkwy Rehab - Pacific Park to City Limits						
General Fund	-	-	-	-	-	-
Aliso Viejo Pkwy Rehab- Enterprise to Aliso Creek Rd						
General Fund	-	-	-	-	-	-
Aliso Viejo Pkwy Rehab - Cedarbrook to Moulton Pkwy						
General Fund	-	-	-	602,000	-	-
Slurry Seal						
Gas Tax	750,000	-	-	-	-	-
General Fund	-	-	325,000	-	-	-
Measure M	-	750,000	425,000	750,000	750,000	750,000
	1,547,000	1,634,000	1,530,000	1,852,000	2,108,490	2,251,000

For full project information, please see Section 3 - Capital Improvement Plan.

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SCENARIO 2



FIVE YEAR

CAPITAL IMPROVEMENT PLAN

FY 2014-15 THROUGH FY 2019-20

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**City of Aliso Viejo
Capital Improvement Plan
Summary Listing by Fiscal Year**

	Estimated Project Cost	Prior Year Actuals	FY 14-15 Mid-Year	FY 15-16 Budget	FY 16-17 Forecast	FY 17-18 Forecast	FY 18-19 Forecast	FY 19-20 Forecast	Future	
		<small>(FY02-03 to FY13-14)</small>								
Street Improvement Projects										
037	Aliso Creek at SR73 Traffic Islands	165,930	67,930	-	-	-	-	-	98,000	
038	Aliso Creek Median - SR73 to Windsong	710,000	96,223	-	-	-	-	-	613,777	
039	Aliso Creek Median - El Toro to Glenwood	600,000	-	-	-	-	-	-	600,000	
050	AV Pkwy Median (Pacific Park to Grand)	647,000	88,510	-	-	-	558,490	-	-	
092	Aliso Creek Road Rehab - Pacific Park to AV Pkwy	752,000	-	752,000	-	-	-	-	-	
100	Pacific Park Rehab - Chase to 73	884,000	-	-	884,000	-	-	-	-	
102	AV Parkway Median (Grand to Enterprise)	780,000	-	-	-	780,000	-	-	-	
	Aliso Creek Road Rehab - A V Pkwy to City Limits	1,250,000	-	-	-	-	500,000	750,000	-	
	Glenwood Rehabilitation - SR73 to Moulton	1,551,000	-	-	-	-	500,000	300,000	751,000	
	Aliso Viejo Pkwy Rehab - Enterprise to Aliso Creek Road	1,088,000	-	-	-	-	-	-	1,088,000	
	Aliso Viejo Pkwy Rehab - Cedarbrook to Moulton	602,000	-	-	-	-	602,000	-	-	
	Slurry Seal	11,494,000	6,746,075	750,000	750,000	750,000	750,000	750,000	248,006	
	Total - Street Improvements	20,523,930	6,998,738	1,502,000	1,634,000	1,530,000	1,852,000	2,108,490	2,251,000	2,647,783
Traffic Management/Safety Projects										
033	Traffic Congestion Mitigation	20,000	-	-	-	-	-	-	20,000	
	Total - Traffic Mgmt/Safety Improvements	20,000	-	-	-	-	-	-	20,000	
Parks and Recreation Improvements										
088	Alicia Pedestrian Bridge - Design Only	750,000	50,032	700,000	-	-	-	-	-	
	Total - Parks and Recreation Improvements	750,000	50,032	700,000	-	-	-	-	-	
Storm Water Improvements										
030	Wetlands Project (Monitoring)	190,000	155,153	5,000	5,000	5,000	5,000	5,000	4,847	
081	M2 Environmental Cleanup Project - Phase I	137,950	102,032	4,695	5,405	5,405	5,405	5,405	4,198	
086	M2 Environmental Cleanup Project - Phase II	140,000	102,665	4,895	5,405	5,405	5,405	5,405	5,415	
090	M2 Environmental Cleanup Project - Phase III	274,000	193,749	13,210	13,210	13,210	13,210	13,210	991	
091	Dairy Fork Project	874,000	-	87,000	787,000	-	-	-	-	
	Total - Storm Water Improvements	1,615,950	553,599	114,800	816,020	29,020	29,020	29,020	29,020	15,451
	GRAND TOTAL		7,602,369	2,316,800	2,450,020	1,559,020	1,881,020	2,137,510	2,280,020	2,683,234

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PROJECT TITLE: Aliso Viejo Pkwy Median (Pacific Park to Grand)

CITY PROJECT #: 050

FUND TYPE:
Capital Improvements

FUNCTION:
Street Improvements

FUNDING SOURCES:
Design funded by Meas M and Gas Tax, Construction funding TBD

POSSIBLE OFF-SET:
None

TYPE OF WORK:
Safety/Aesthetic Improvement

DESCRIPTION:
Construction of landscape median, including installation of curb and gutter, irrigation, and planting of shrubs and trees. Design completed in FY 09-10.



ESTIMATED PROJECT COST: \$ 647,000

PROJECT COST DETAIL:

	Estimated Project Cost	YTD All Prior Years	2014-15 Mid-Year	2015-16 Budget	2016-17 Forecast	2017-18 Forecast	2018-19 Forecast	2019-20 Forecast
Design	88,510	88,510						
Construction Mgmt	22,490						22,490	
Construction	536,000						536,000	
Contingency								
Improvements								
Rehabilitation								
	\$ 647,000	88,510	-	-	-	-	558,490	-

PROJECT TITLE: Glenwood Rehabilitation - SR73 to Moulton

CITY PROJECT #:

FUND TYPE:
Capital Improvements

FUNCTION:
Street Improvement

FUNDING SOURCES:
TBD

POSSIBLE OFF-SET:
None

TYPE OF WORK:
Road Maintenance

DESCRIPTION:
Rehabilitation of an arterial roadway including full depth replacement of failed areas, pavement grinding and asphalt overlay. 6,200LF



ESTIMATED PROJECT COST: \$ 1,551,000

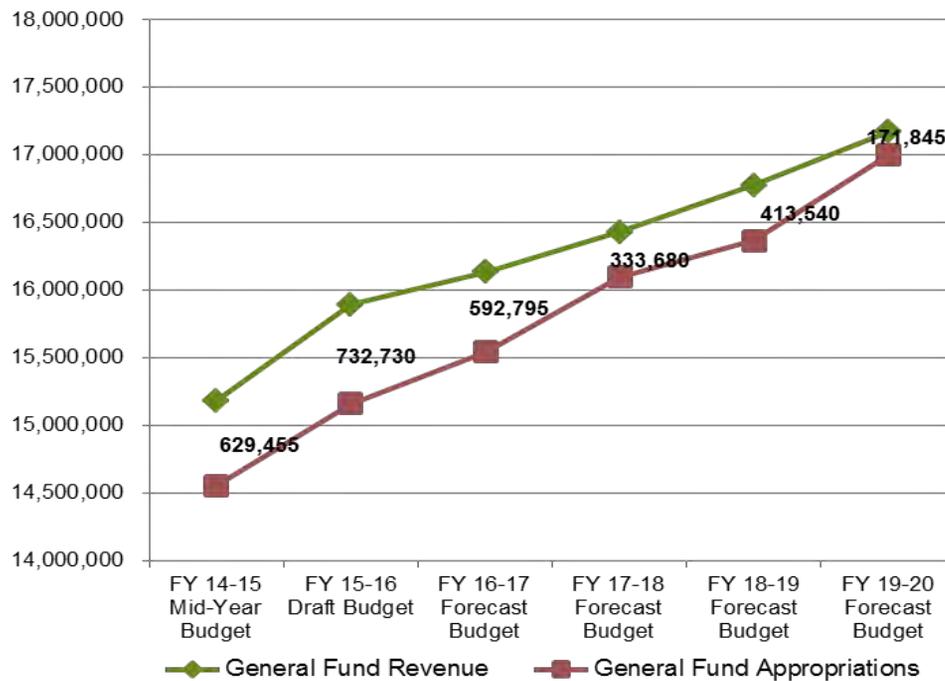
PROJECT COST DETAIL:

	Estimated Project Cost	YTD All Prior Years	2014-15 Mid-Year	2015-16 Budget	2016-17 Forecast	2017-18 Forecast	2018-19 Forecast	2019-20 Forecast
Design	130,000					130,000		
Construction Mgmt	116,000					116,000		
Construction	1,160,000					254,000	300,000	606,000
Contingency	145,000							145,000
Improvements								
Rehabilitation								
	\$ 1,551,000	-	-	-	-	500,000	300,000	751,000

5 Year Strategic Plan Revenues and Appropriations

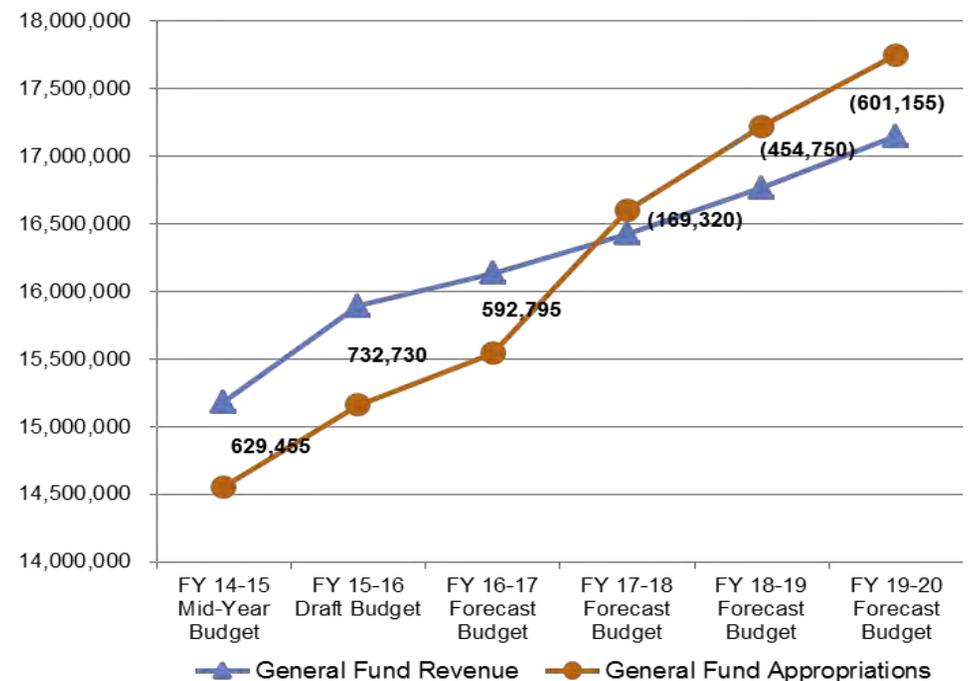
Scenario 1

Five Year forecast contemplates one Slurry Seal project and one Pavement Rehabilitation project every two years



Scenario 2

Five Year forecast contemplates one Slurry Seal project and one Pavement Rehabilitation project every year



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CITY OF
ALISO VIEJO



Financial Services Department
(949) 425-2522

**FISCAL YEAR 2015-16 DRAFT BUDGET
Wish List Projects**

Project/Program	Total Project Cost	Funding Source	Description	Status/Comments
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STREET REHABILITATION

Pacific Park Rehabilitation - Chase to SR 73	\$884,000	Measure M Fairshare and General Fund	Rehabilitation of roadway, including full depth replacement of failed areas, pavement grinding, and asphalt overlay. Project Length: 4,000 LF	Recommended funding sources
Glenwood Rehabilitation - SR73 to Moulton Parkway	\$1,551,000	Measure M Fairshare and General Fund	Rehabilitation of roadway, including full depth replacement of failed areas, pavement grinding, and asphalt overlay. Project Length 6,200 LF	Recommended funding sources
Aliso Creek Road Rehabilitation - Aliso Viejo Parkway to City Limits	\$1,250,000	Measure M Fairshare and General Fund	Rehabilitation of roadway, including full depth replacement of failed areas, pavement grinding, and asphalt overlay. Project length: 4,500 LF.	Recommended funding sources
Alicia Parkway Rehabilitation - Pacific Park to City Limits	\$1,065,000	Gas Tax, Measure M Fairshare and General Fund	Rehabilitation of roadway including full depth replacement of failed areas, pavement grinding and asphalt overlay. Project length 3,600 LF	Recommended funding sources
Aliso Viejo Parkway Rehabilitation - Enterprise to Aliso Creek Road	\$1,088,000	Gas Tax, Measure M Fairshare and General Fund	Rehabilitation of roadway including full depth replacement of failed areas, pavement grinding and asphalt overlay. Project length 3,300 LF	Recommended funding sources
Aliso Viejo Parkway Rehabilitation - Cedarbrook to Moulton Parkway	\$602,000	Measure M Fairshare and General Fund	Rehabilitation of roadway including full depth replacement of failed areas, pavement grinding and asphalt overlay. Project length 3,500 LF	Recommended funding sources
Aliso Creek Road Rehabilitation - Enterprise to Aliso Viejo Parkway	\$1,024,000	Measure M Fairshare and General Fund	Rehabilitation of roadway including full depth replacement of failed areas, pavement grinding and asphalt overlay. Project length 4,500 LF	Recommended funding sources

PEDESTRIAN BRIDGES

Pedestrian Bridge	TBD	TBD	Vantis to Commons - Across Enterprise.	TBD
Pedestrian Bridge	TBD	TBD	Aliso Creek by AV Middle School and AV Ranch to Alicia Pkwy.	TBD
Aliso Niguel High School to Laguna Niguel Skate Park (across Aliso Creek)	\$750,000	TBD		\$60,000 spent to date

**FISCAL YEAR 2015-16 DRAFT BUDGET
Wish List Projects**

Project/Program	Total Project Cost	Funding Source	Description	Status/Comments
MEDIAN CONSTRUCTION				
Median Construction Aliso Creek #038	\$790,000	Gas Tax for Design, Construction funding TBD	SR 73 to Windsong.	Design completed. Staff currently seeking grant funding opportunities for Construction costs.
Median Construction Aliso Creek #039	\$2,560,000	TBD	El Toro to Glenwood.	Staff continuing efforts to identify possible funding sources.
Aliso Viejo Parkway Median (Grand to Enterprise) #048	\$1,000,000	Gas Tax for Design, \$597,217 collected in Developer Funds, other TBD	Landscape median consisting of curbs, plantings, irrigations and monuments.	Design work completed in FY 2008-09 and FY 2009-10 was funded by Gas Tax. Development Impact fees received from the Vantis developer total \$230,625 for median construction and \$366,592 in Traffic Impact funds. Staff is working to identify other funding sources for remaining estimated costs. This project is part of the Complete Street project.
Aliso Viejo Parkway Median (Pacific Park to Grand) #050	\$1,100,000	Design funded by Measure M & Gas Tax, Construction funding TBD	Landscape median consisting of curbs, plantings, irrigations and monuments.	Design completed. Staff continuing efforts to identify possible funding sources for construction. This project is part of the Complete Street project.
Aliso Creek Median (SR73 to Enterprise) #059	\$725,000	Developer Fees	Construct roadway median including curb, landscape and irrigation improvements.	Project pending developer fees.
Glenwood Drive Median (Aliso Creek Rd to Da Vinci)	\$1,405,000	Collected \$470,250 in Developer Funds, other TBD	Landscape median consisting of curbs, plantings, irrigations and monuments.	Development Impact fees received from the Glenwood developer for median construction total \$470,250.
Pacific Park - AV Pkwy to Wood Canyon	TBD	TBD		
Enterprise-Aliso Creek to Town Center Drive	TBD	TBD		

**FISCAL YEAR 2015-16 DRAFT BUDGET
Wish List Projects**

Project/Program	Total Project Cost	Funding Source	Description	Status/Comments
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URBAN TRAIL SYSTEM				
Town Center Loop Trail Phase III	\$400,000	TBD	Additional features including bus stops, public art and landscaping.	Staff developing funding strategies to present to Council for further direction. \$45,000 spent to date
Vista Trail	\$4,500,000	TBD	All elements of a 10 mile loop trail along Glenwood/Pacific Park and Aliso Creek Regional Park.	TBD
Canyon Trail	\$3,100,000	TBD	All elements of a 7.0 mile trail along Wood Canyon and Aliso Creek connecting across Aliso Viejo Pkwy.	TBD
Ranch Trail	\$3,500,000	TBD	All elements of an 8.0 mile trail following the Edison easement from El Toro Rd easterly to Aliso Creek and ending at the ranch site.	TBD

Recreation Ad Hoc Projects				
Dog Park	TBD	TBD	Alicia & Pacific Park Location.	AVCA's board voted in 2012 to proceed with the planned Dog Park and subsequently approved

Local Sustainability				
Dairy Fork Wetland Project	\$874,000	OCTA Tier 2 Enviro. Cleanup/	Natural treatment to remove water pollutants from urban runoff draining	OCTA staff has recommended the project for funding and award is anticipated by April 2014.
Local Shuttle System	TBD	OCTA Grant, Private Funding	Implementation of the Shuttle system analyzed in Phase II of the Go Local	Grant funding not feasible due to the low level of projected ridership.
AWMA Bridge	TBD	TBD	The AWMA Bridge was modified to allow only westbound traffic in	Agreement between South Orange County Wastewater Authority (SOCWA) and Orange

**FISCAL YEAR 2015-16 DRAFT BUDGET
Wish List Projects**

Project/Program	Total Project Cost	Funding Source	Description	Status/Comments
SR 73 ENHANCEMENTS				
SR 73 Park-N-Ride #031	\$40,000	TBD	Investigate sites for constructing a Park N-Ride facility.	Park-N-Ride would be constructed utilizing existing parking facilities within the City. Possible sites will be determined by transit routes identified in the Go Local Project. This project is to be included with the Town Center project.
Aliso Creek at SR73 Traffic Islands #037	\$165,925	TBD	Location is between the On-Off ramps of the North/Southbound SR73 @ Aliso Creek Road. Project includes design, construction & landscaping within the traffic islands.	Concept redesigned to address Caltrans' concerns. Staff will continue to seek out grant opportunities to cover project costs.
Aliso Creek Interchange	\$2,200,000	TBD		
El Toro Road Interchange	\$2,880,000	TBD		
Glenwood/Pacific Park Interchange	\$2,018,000	TBD		
La Paz Road Interchange	\$1,400,000	TBD		
West Side of SR73 (1000' north of Pacific Park; east side of SR 73, 500' south of Aliso Creek off ramp)	\$560,000	TBD		
Right-of-way from Aliso Viejo Pkwy to Aliso Creek Rd (east and west side of SR73)	\$1,200,000	TBD		
SR 73 right-of-way from Pacific Park to Aliso Viejo Pkwy (east and west side of SR 73)	\$700,000	TBD		
SR 73 right-of-way from Alicia Pkwy to Aliso Creek Rd	\$2,500,000	TBD		
SR 73 projects				
- underpass at La Paz	TBD	TBD		
- SR 73 at Glenwood	TBD	TBD		
- SR 73 at El Toro Road	TBD	TBD		



Draft Budget FY 2015-16

May 6, 2015



Draft Budget 2015-16

Budget Calendar

- ❑ Council Workplan Workshop – March 6, 2015
- ❑ Budget Workshop – March 18, 2015
- ❑ Draft Budget presented to Council – May 6, 2015
- ❑ FY 2015-16 Budget Adoption – June 3, 2015



Draft Budget 2015-16

Budget Highlights

❑ Preparation of the Budget

❑ Factors include:

- ❑ Economic forecasts provided by Cal State Fullerton and Chapman University
- ❑ Economic and fiscal information provided by:
 - ❑ State Controller's Office
 - ❑ Department of Finance
 - ❑ Legislative Analyst's Office
 - ❑ Contract - Financial Consultants
- ❑ Growth rates, Market trends, City Revenue and Expenditure trends, etc.
- ❑ State Budget updates

❑ Budget Assumptions

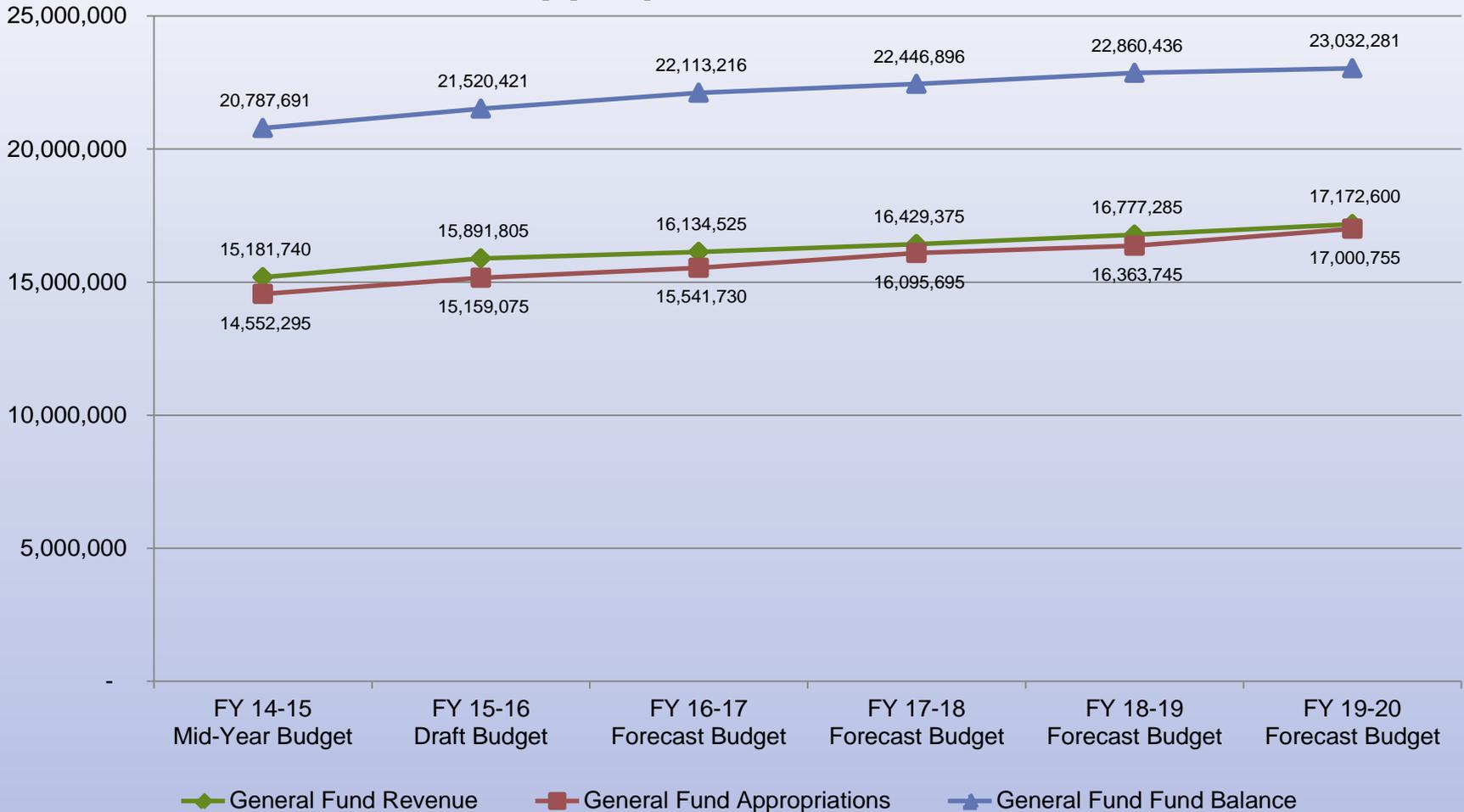
- ❑ Continuation of all current programs and services
- ❑ Contracts due for renewal have been budgeted in accordance with the terms as specified in the contracts
- ❑ CIP projects approved by City Council move forward with construction in FY 2015-16
- ❑ Maximize the use of special revenue funds by actively pursuing grants and funding opportunities



Draft Budget 2015-16

General Fund

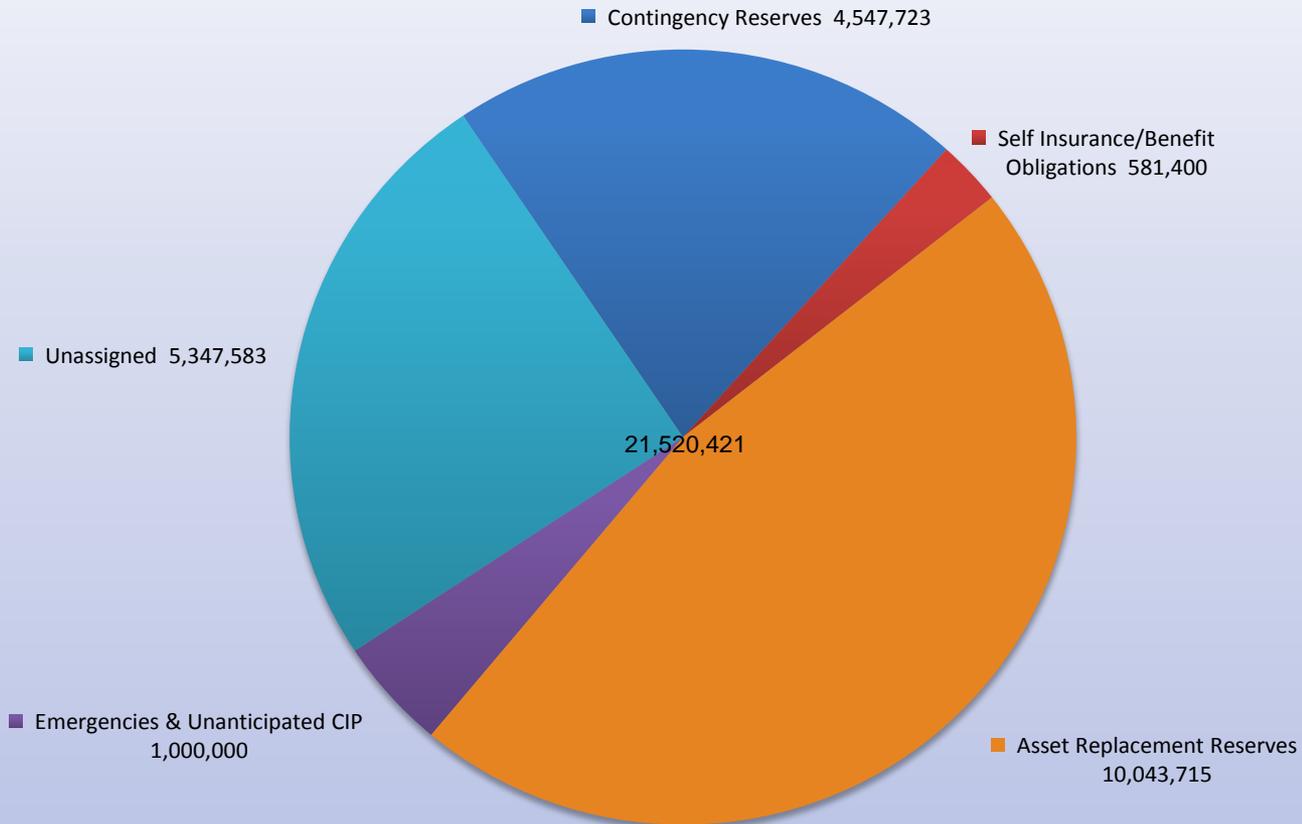
Revenues, Appropriations and Fund Balance





Draft Budget 2015-16

General Fund Reserves





Draft Budget 2015-16

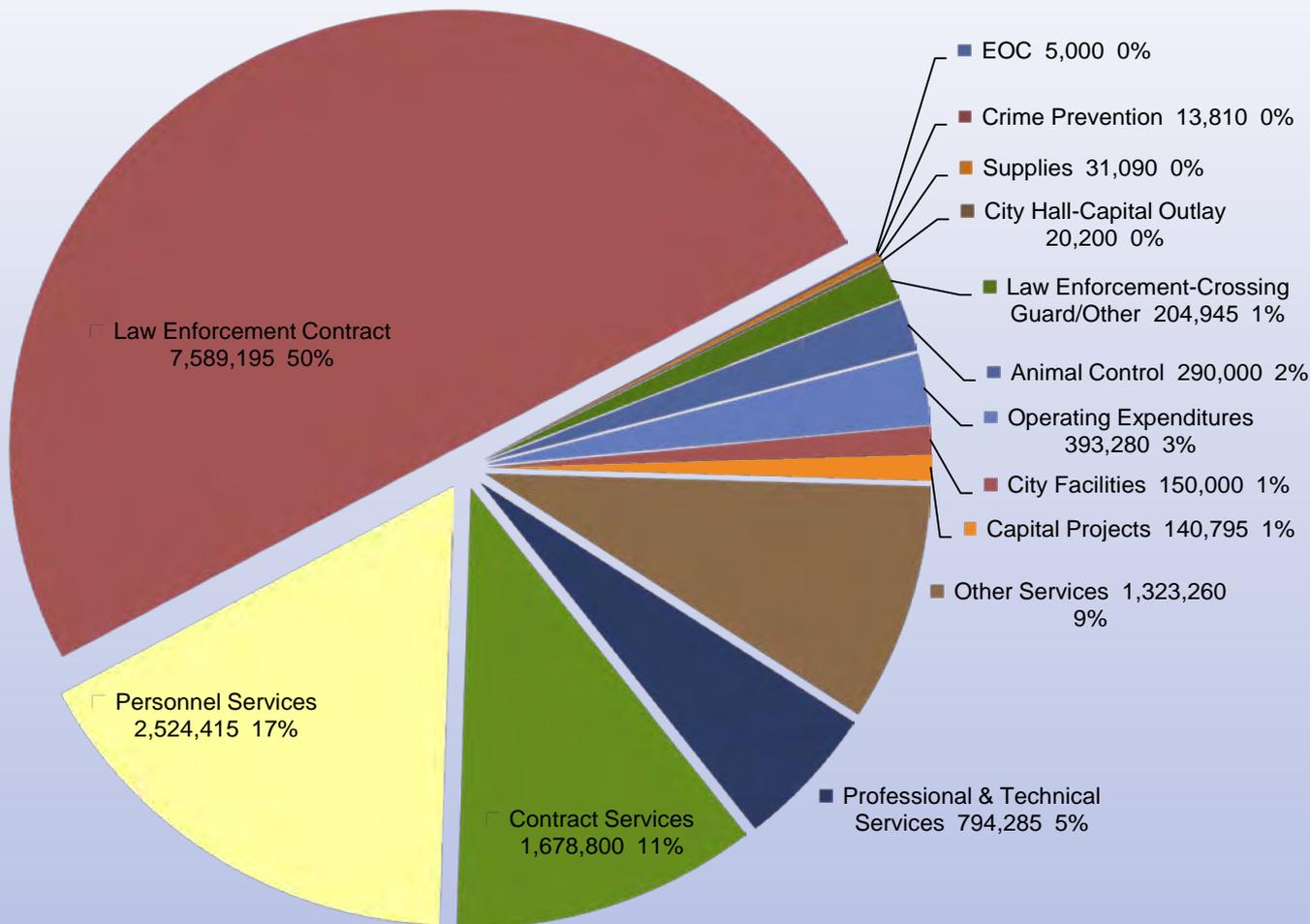
General Fund Resources

- ❑ Resources are projected to increase by 4.7% compared to FY 14-15
 - ❑ Taxes are projected to increase by 2.8% overall \$392,805
 - ❑ Property Taxes overall expected to increase by 2.5% \$171,505
 - ❑ Sales Taxes overall expected to increase by 2.2% \$106,300
 - ❑ Franchise Fees overall expected to increase by 4.3% \$65,000
 - ❑ Transient Occupancy Taxes expected to increase by 5.9% \$50,000
 - ❑ Licenses and Permits are projected to increase by 30.0% \$200,306
 - ❑ Current Service Charges are projected to increase by 47.4% \$96,330
 - ❑ Fines and Forfeitures are projected to increase by 21.4 % \$60,000
 - ❑ Other Revenues are projected to increase by 163.5% \$69,830
 - ❑ City Hall rental income is projected to increase by 0.8% \$1,645



Draft Budget 2015-16

General Fund Appropriations





Draft Budget 2015-16

General Fund Appropriations

- ❑ **Appropriations are projected to increase by 4.2% compared to FY 14-15**
 - ❑ All operations and programs have been maintained at prior year levels
 - ❑ Significant programs and projects included in the FY 2015-16 Draft Budget:

❑ Economic Development	\$90,000
❑ State of the City	\$7,500
❑ Town Center Specific Plan Implementation	\$240,000
❑ General Plan Environmental Impact Report	\$62,500
❑ 800 MHz Next Generation Upgrade – Phase 1	\$7,260



Draft Budget 2015-16

Recreation Activities, Programs, & Grants

- ❑ Significant programs and projects include:
 - ❑ Pre-Teen/Teen Programs \$57,350
 - ❑ Special Events \$65,825
 - ❑ Community Partnership Events \$16,300
 - ❑ Annual State of the City Event \$7,500
 - ❑ Gift of History Program \$5,000
 - ❑ Volunteer Appreciation \$6,650

- ❑ Community Assistance Grants
 - ❑ Non-Competitive Annual Grant \$30,295
 - ❑ Promotional Grant \$5,000
 - ❑ Competitive Grant \$25,000

- ❑ Community Trust Account
 - ❑ Senior Programs & Classes w/ Collaborative Partners \$75,285



Draft Budget 2015-16

Special Revenue Funds

Gas Tax

- Projected to decrease by 16.2% based on State projections
- Funds to be utilized for street maintenance

Measure M2

- Projected to increase by 7.4% due to M2's updated funding formulas
- Funds to be expended on Slurry Seal project and Pacific Park rehabilitation project

State Grants

- None expected in FY 2015-16

Federal Grants

- CDBG Grant totaling \$189,680 to fund the American Disability Act (ADA) improvements

Public Safety Grants

- SLESF funding totaling \$100,000 expected from the State to offset General Fund monies used for public safety equipment



Draft Budget 2015-16

Special Revenue Funds

❑ **AQMD AB2766 Subvention Funds**

- ❑ Preliminary estimate indicates \$60,000 in FY 2015-16

❑ **Integrated Waste Management**

- ❑ Preliminary estimates received from the State indicate \$13,250 for FY 2015-16

❑ **City Facilities**

- ❑ Conference Center – Net operations cost projected to be \$587,035
 - ❑ Capital Maintenance projects totaling \$150,000
- ❑ Aquatic Center – Net operations cost projected to be \$556,355
 - ❑ Capital Maintenance projects totaling \$305,000

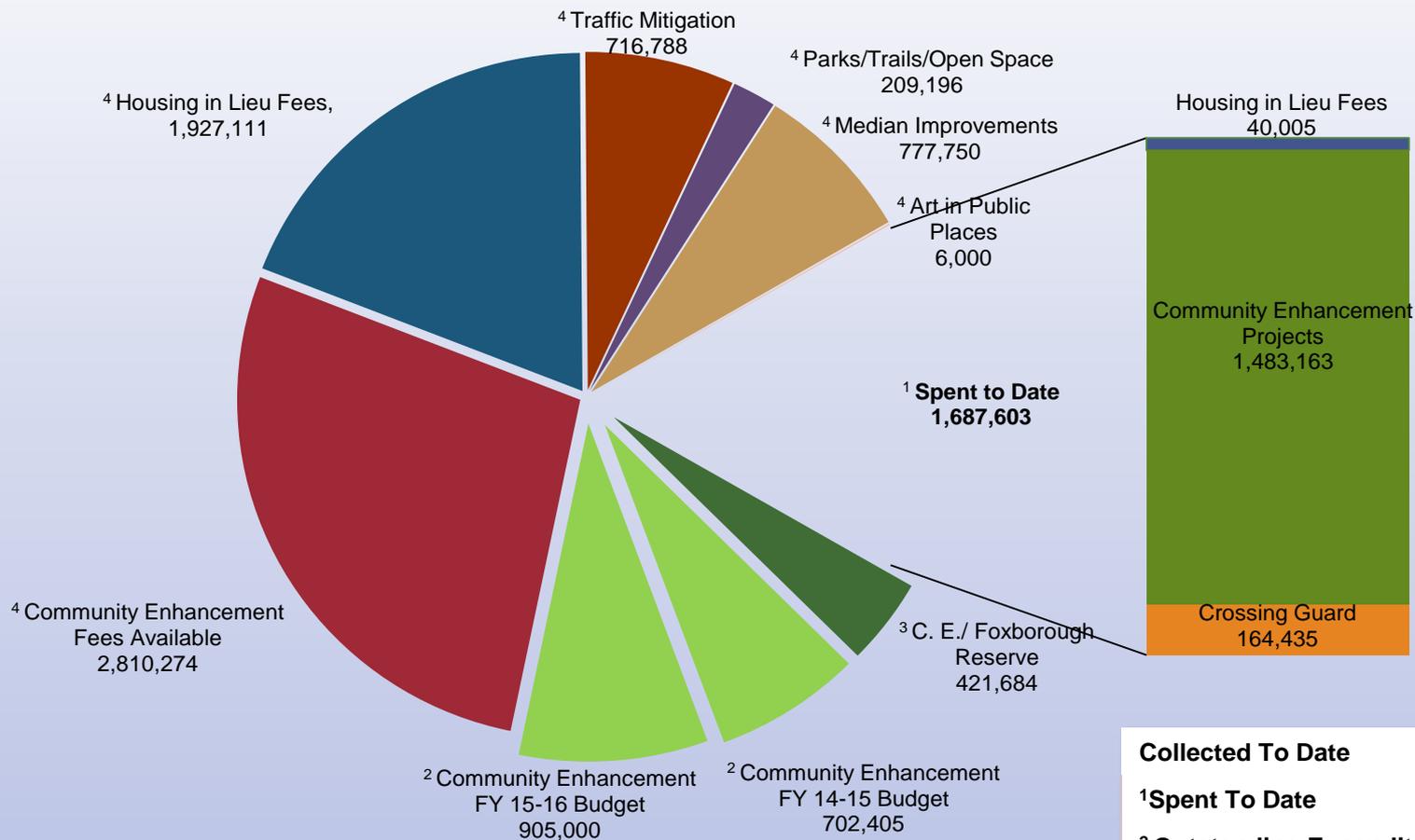
❑ **Development Impact Fees**

- ❑ Fees collected to date total \$10.2 million
- ❑ Expecting \$245,125 in FY 2015-16 from final Vantis phase
- ❑ Improvements scheduled in FY 2015-16
 - ❑ MVAS Cattery \$50,000
 - ❑ Bike Racks \$50,000
- ❑ Community Enhancement projects include Wayfinding signs for \$150,000, Welcome signs for \$200,000, patio improvements at the Conference Center for \$150,000, and Aquatics Center projects totaling \$305,000 - repairs to the fencing (\$215,000), installation of security cameras (\$75,000) and retrofitting of the ticket window (\$15,000)



Draft Budget 2015-16

Development Impact Fund



Collected To Date	\$ 10,163,811
¹Spent To Date	1,687,603
² Outstanding Expenditures	1,607,405
³C.E. Reserves	421,684
⁴Un-appropriated Funds	\$ 6,447,119



Draft Budget 2015-16

Capital Improvement Projects

- ❑ **Street Improvement Projects total \$1,643,000**
 - ❑ Pacific Park Pavement Rehabilitation – Chase to the 73 toll road
 - ❑ Annual Slurry Seal Project

- ❑ **Capital Improvement Projects total \$521,850**
 - ❑ Wayfinding Signs in accordance with new branding concepts
 - ❑ AV Welcome Signs at Toll Roads Off-Ramps
 - ❑ ADA Improvements to 54 curb ramps

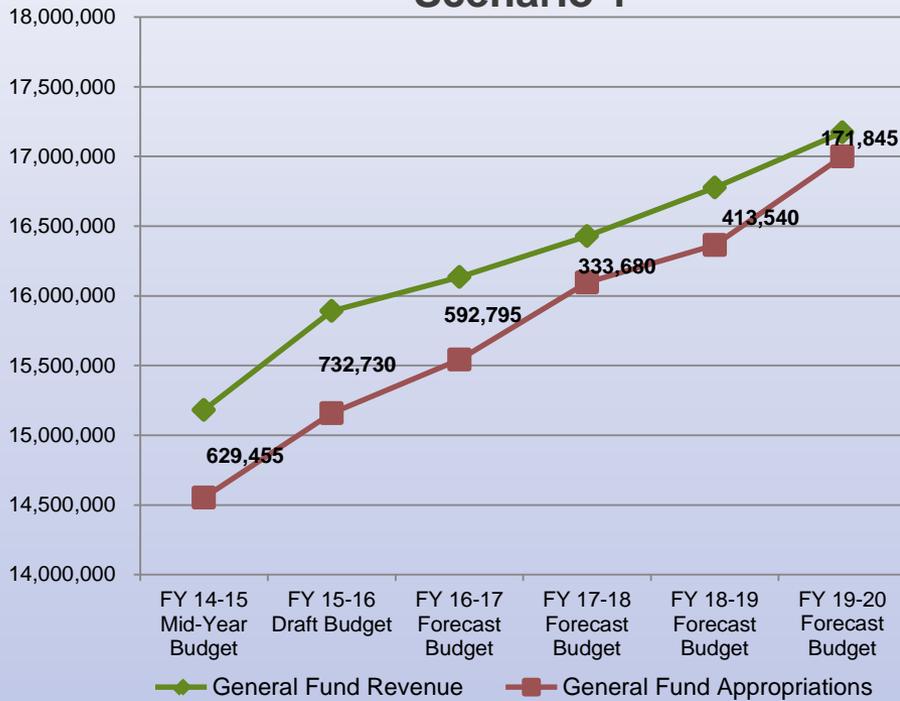
- ❑ **Stormwater Projects total \$792,000**
 - ❑ Ongoing monitoring of wetlands area
 - ❑ Dairy Fork Wetland Construction – using money from General Fund and Measure M



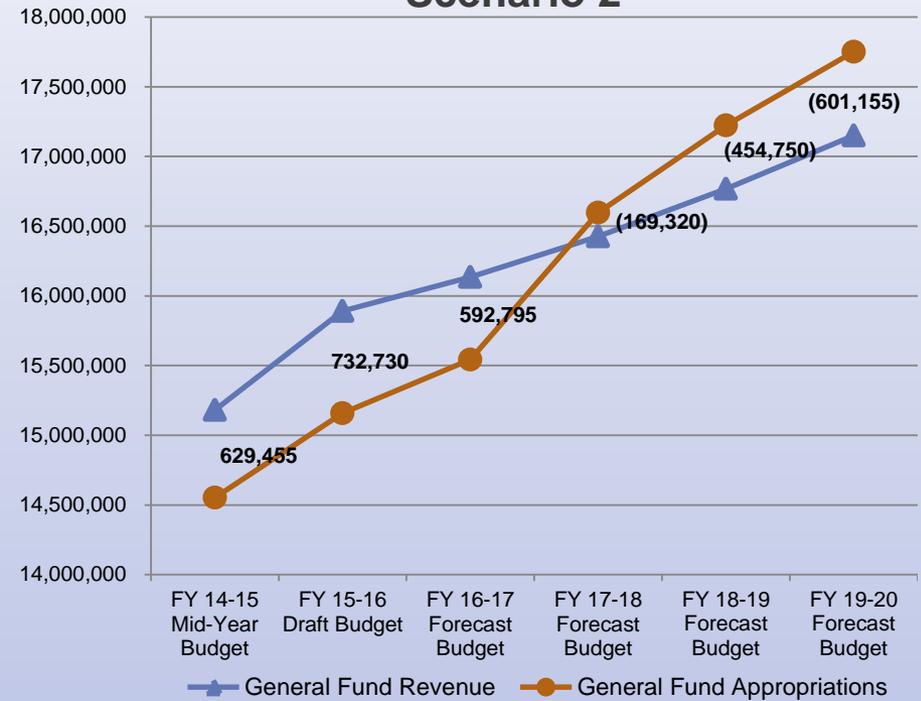
Draft Budget 2015-16

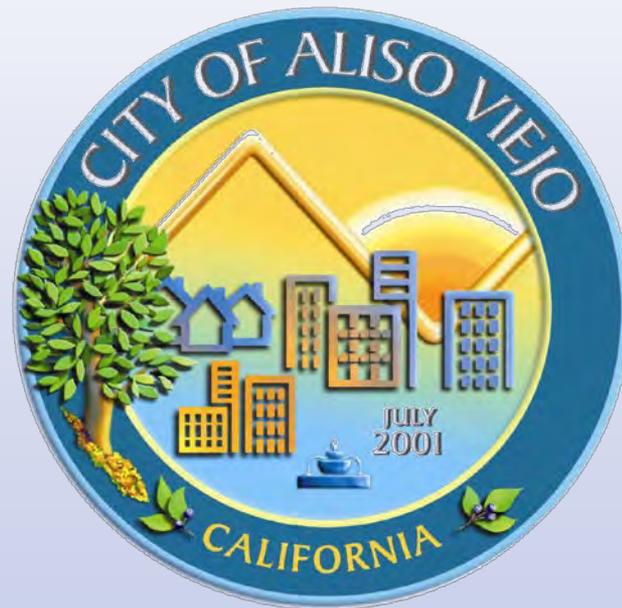
5 Year Strategic Plan Revenues and Appropriations

Scenario 1



Scenario 2





City of Aliso Viejo

Agenda Item



DATE: May 6, 2015

TO: Mayor and City Council

FROM: Gina M. Tharani, Director of Financial Services/City Treasurer,
Scott Smith, City Attorney

SUBJECT: HOTEL VIABILITY ECONOMIC ASSISTANCE PROGRAM

Recommendation:

Staff recommends the Council adopt the attached Resolution making CEQA findings pursuant to Public Resources Code section 21166 and State CEQA Guidelines section 15162 and adopting a Hotel Viability Economic Assistance Program.

Fiscal Impact:

Adoption of the Hotel Viability Economic Assistance Program will have no immediate fiscal impact. The potential fiscal impact could be up to a maximum short-term impact of \$400,000 over a two and one-half year period for a hotel that is eligible for the economic assistance authorized by this program. This will be offset in the long-term by transient occupancy tax revenue generated from the larger stock of hotel rooms as the market increases to absorb it.

Background:

On April 29, 2014, the City entered into a Memorandum of Understanding ("MOU") with L&O Aliso Viejo, LLC ("L&O") with respect to the 2014 Vantis Development Agreement approval and potential future development of additional hotel rooms at the Renaissance ClubSport Aliso Viejo hotel (the "RCSAV Expansion Project"). One purpose of the MOU was to provide a framework for the City and RSCAV to ensure that the City's participation in the Vantis Development Agreement ("Vantis DA") would not come at the expense of lower occupancy in the stock of existing Aliso Viejo hotel rooms. In other words, the City did not want to create a "zero sum game" where the City benefits of increased hotel occupancy in new hotel rooms were undermined by compromises in occupancy in existing hotel rooms. The City's interest was in stimulating the supply of hotel rooms with a second hotel without jeopardizing the long-term survival of the first hotel.

Section 8(a) of the MOU provides that City staff shall recommend, and the City Council shall consider, a "TOT Program" pursuant to which L&O will be entitled to limited economic assistance from the City if the RCSAV (the only existing hotel) suffers a reduction in hotel occupancy as a result of the Vantis Hotel Project or other similarly situated project.

California Environmental Quality Act:

Pursuant to the California Environmental Quality Act ("CEQA") (Public Resources Code § 21000 et seq.) and the State Guidelines for Implementation of CEQA ("State CEQA Guidelines") (California Code of Regulations, title 14, § 15000 et seq.), on December 18, 2014, the City Council approved and adopted a Second Addendum to the Environmental Impact Report for the General Plan (State Clearinghouse No. 2003101060) and the 2007 Mitigated Negative Declaration, as modified by the First Addendum for the Vantis Specific Plan (the "Second Addendum") that fully analyzed all impacts of the Vantis Development Agreement and associated land use entitlements (the "Project"). The City Council has been provided copies of the Second Addendum. The Second Addendum and all other environmental documents associated therewith are on file with and available for inspection during regular business hours at the Office of the City Clerk located at 12 Journey, Suite 100, Aliso Viejo, CA 92656-5335.

As reflected in the Second Addendum, the Project included the Vantis Development Agreement. The terms of the Vantis Development Agreement were also evaluated in the Second Addendum. Because the City proposes to establish the TOT Program in furtherance of the Vantis Development Agreement and the MOU, the City is the Lead Agency according to CEQA and the State CEQA Guidelines.

Pursuant to State CEQA Guidelines section 15094, on January 10, 2014, the City filed and posted a notice of determination regarding the Second Addendum, thereby commencing the 30-day statute of limitations on court challenges on the Second Addendum, which closed without any litigation on February 10, 2014. Hence, the Second Addendum is presumed valid.

Section 15006 of the State CEQA Guidelines expressly encourages public agencies to reduce delay and paperwork associated with the implementation of CEQA by using previously prepared environmental documents when those previously prepared documents adequately address the potential impacts of the proposed project.

In furtherance of the foregoing policy, the State CEQA Guidelines provide that if an EIR has been prepared for a project, additional environmental review shall not be required for subsequent actions taken in connection with the project unless the public agency determines that the subsequent actions would require major

revisions to the EIR because of new circumstances or new information that reveal new or different environmental impacts, mitigation measures, or other information of substantial importance. (State CEQA Guidelines § 15162.)

Based on the Second Addendum, the associated environmental findings made in connection with the Second Addendum, and all related information presented to the City Council, the preparation of supplemental environmental review is not required because none of the circumstances in Public Resources Code section 21166 or State CEQA Guidelines section 15162 are present. No further environmental review is required in order for the City to establish the TOT Program.

Discussion:

The attached Hotel Viability Economic Assistance Program is consistent with the terms of the "TOT Program" described in the MOU. Under the terms of this program, if the City has provided significant incentives to a new hotel development such as a development agreement, density bonus, tax relief, land or land write-down, fee waiver or other similar incentives and that hotel is within 1000 feet of an existing hotel, the existing hotel will be entitled to economic assistance from the City for any reduction in occupancy resulting from the new hotel development, as measured by a decrease in the existing hotel's transient occupancy tax ("TOT") paid for a six-month period following the issuance of a certificate of occupancy for the new hotel, as compared to the TOT paid for the same six-month period during the year preceding the issuance of the certificate of occupancy for the new hotel for the same number of hotel rooms.

The economic assistance is limited to \$11,333 times the percentage reduction in TOT up to a maximum of \$400,000 over a period of two and one-half years from the date of issuance of the certificate of occupancy for the new hotel project. This formula, agreed to by the City and L&O, is based upon discussions with L&O representatives as well as financial analyses conducted by Keyser-Marston on behalf of the City.

The following example was included in the MOU to illustrate how the Economic Assistance Program will operate, if approved:

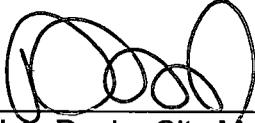
Hotel A reports occupancy of 67.5% during the first six months of 2014 (January-June). Hotel B, developed pursuant to a City Development Agreement, opens within 1,000 feet of Hotel A on January 1, 2015. Hotel A suffers a 7.5% diminution in occupancy during the first six months of 2015 (from 67.5% to 60%) based on calculations in TOT reports submitted to the City, as compared to the first six months of 2014. Hotel A would receive a credit or rebate of TOT from the City in the amount of \$84,997.50 ($\$11,333 \times 7.5$) for TOT otherwise payable during the period from July-December 2015. The same calculation, using the

two 2014 six-month periods as baselines, would occur for four more six-month periods or until total City credits or rebates total \$400,000, whichever occurs first.



Gina M. Tharani, Director of Financial Services/City Treasurer

APPROVED FOR SUBMITTAL TO THE CITY COUNCIL



David A. Doyle, City Manager

Att: Resolution Approving a Hotel Viability Economic Assistance Program

RESOLUTION NO. 2015-___

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF ALISO VIEJO, CALIFORNIA, MAKING FINDINGS PURSUANT TO THE CALIFORNIA ENVIRONMENTAL QUALITY ACT AND APPROVING AN HOTEL VIABILITY ECONOMIC ASSISTANCE PROGRAM

WHEREAS, On April 29, 2014, the City entered into a Memorandum of Understanding ("MOU") with L&O Aliso Viejo, LLC ("L&O") with respect to the 2014 Vantis Development Agreement approval and potential future development of additional hotel rooms at the Renaissance ClubSport Aliso Viejo hotel (the "RCSAV Expansion Project"); and

WHEREAS, one purpose of the MOU was to provide a framework for the City and RSCAV to ensure that the City's participation in the Vantis Development Agreement ("Vantis DA") would not come at the expense of lower occupancy in the stock of existing Aliso Viejo hotel rooms; and

WHEREAS, the City wanted to ensure that its efforts to increase the supply of hotel rooms in the City through the Vantis DA were not undermined by compromises in occupancy in existing hotel rooms; and

WHEREAS, Section 8(a) of the MOU provides that City staff shall recommend, and the City Council shall consider, a "TOT Program" pursuant to which L&O will be entitled to limited economic assistance from the City if the RCSAV (the only existing hotel) suffers a reduction in hotel occupancy as a result of the Vantis Hotel Project or other similarly situated project; and

WHEREAS, the City finds that the attached City of Aliso Viejo Hotel Viability Economic Assistance Program will provide significant public benefit to the City by:

- Mitigating the impact of a new supply of hotel rooms incented through the Vantis DA on the City's existing stock of quality hotel rooms,
- Assisting the Aliso Viejo local economy in its absorption of new hotel rooms, and
- Securing long-term increases in the City's transient occupancy tax revenues by creating and retaining a broader market, variety, and array of hotel rooms.

WHEREAS, on December 18, 2014, the City Council approved and adopted a Second Addendum to the Environmental Impact Report for the General Plan (State Clearinghouse No. 2003101060) and the 2007 Mitigated Negative Declaration, as modified by the First Addendum for the Vantis Specific Plan (the "Second Addendum") that fully analyzed all impacts of the Vantis DA and associated land use entitlements (the "Project"); and

WHEREAS, the City is the lead agency for the Project and the City of Aliso Viejo Hotel Viability Economic Assistance Program; and

WHEREAS, pursuant to State CEQA Guidelines section 15094, on January 10, 2014, the City filed and posted a notice of determination regarding the Second Addendum, thereby commencing the 30-day statute of limitations on court challenges on the Second Addendum, which closed on without any litigation on February 10, 2014. Hence, the Second Addendum is presumed valid; and

WHEREAS, the State CEQA Guidelines provide that if an EIR has been prepared for a project, additional environmental review is not required for subsequent actions taken in connection with the project unless the subsequent actions would require major revisions to the Final EIR because of new circumstances or new information that reveal new or different environmental impacts, mitigation measures, or other information of substantial importance. (Pub. Res. Code § 21166; State CEQA Guidelines § 15162.)

NOW, THEREFORE, THE CITY COUNCIL OF THE CITY OF ALISO VIEJO, CALIFORNIA, DOES HEREBY RESOLVE, DETERMINE, FIND AND ORDER AS FOLLOWS:

Section 1. Findings Pursuant to State CEQA Guidelines Section 15162. Based on the Second Addendum, the associated environmental findings made in connection with the Second Addendum, and all related information presented to the City Council, the City finds that the preparation of supplemental environmental review is not required because the action contemplated in this Resolution:

(1) does not constitute substantial changes to the Project that will require major revisions of the Final EIR or the Second Addendum due to the involvement of new significant environmental effects or a substantial increase in the severity of previously identified significant effects;

(2) does not constitute substantial changes with respect to the circumstances under which the Project is administered that will require major revisions of the Final EIR or the Second Addendum due to the involvement of new significant environmental effects or a substantial increase in the severity of the previously identified significant effects; and

(3) does not contain new information of substantial importance that was not known and could not have been known with the exercise of reasonable diligence at the time the Final EIR was certified or when the Second Addendum was approved, that shows any of the following: (a) the modification will have one or more significant effects not discussed in the Final EIR or Second Addendum; (b) significant effects previously examined will be substantially more severe than shown in the Final EIR or Second Addendum; (c) mitigation measures or alternatives previously found not to be feasible would in fact be feasible and would substantially reduce one or more significant effects of the Project, but the City declined to adopt such measures; or (d) mitigation measures or alternatives considerably different from those analyzed in the Final EIR or Second Addendum would substantially reduce one or more significant effects on the environment, but which the City declined to adopt.

Section 2. Adoption of Program. The "City of Aliso Viejo Hotel Viability Economic Assistance Program" attached hereto as Exhibit "A" is hereby adopted as set forth therein.

Section 3. Severability. The provisions of this Resolution are severable and if any provision of this Resolution is held invalid, that provision shall be severed from the Resolution and the remainder of this Resolution shall continue in full force and effect, and not be affected by such invalidity.

Section 4. Effective Date. This Resolution shall take effect immediately.

Section 5. Certification. The Mayor shall sign this Resolution and the City Clerk shall certify to the adoption thereof.

Section 6. Notice of Determination. The City hereby directs staff to file a Notice of Determination with the County Clerk of Orange County and the Office of Planning and Research within five (5) working days following the approval of this Resolution.

Section 7. Custodian of Records and Location of Documents. The certified 2004 General Plan EIR, 2005 Addendum, 2007 MND, and Second Addendum to the same are on file and available for public review at Aliso Viejo City Hall, 12 Journey, Suite 100, Aliso Viejo, California 92656-5335. The Director of Planning Services is the custodian of these documents.

PASSED, APPROVED AND ADOPTED this _____, 2015 by the following vote, to wit:

William A. Phillips
Mayor

ATTEST:

Mitzi Ortiz, MMC
City Clerk

APPROVED AS TO FORM:

Scott C. Smith
City Attorney

STATE OF CALIFORNIA)
COUNTY OF ORANGE) SS
CITY OF ALISO VIEJO)

I, Mitzi Ortiz, City Clerk of the Aliso Viejo , California, do hereby certify that the foregoing Resolution No. 2015-_____ was duly passed and adopted at a regular meeting of the Aliso Viejo City Council on the _____ day of _____, 2015 by the following vote, to wit:

AYES:	COUNCIL MEMBERS:
NOES:	COUNCIL MEMBERS:
ABSENT:	COUNCIL MEMBERS:
ABSTAIN:	COUNCIL MEMBERS:

Mitzi Ortiz, MMC
CITY CLERK

EXHIBIT "A"

City of Aliso Viejo Hotel Viability Economic Assistance Program

Purpose: Transient occupancy tax is an important revenue source for the City of Aliso Viejo. The City wishes to provide incentives to accelerate development of new hotels to increase tourism and business activity, but in so doing, does not wish to compromise the number of existing hotel rooms and related occupancy revenues for the City. To strike this balance, the City wishes in certain circumstances to provide the following economic assistance for the time specified to ensure the long-term economic viability of existing hotels under circumstances where (1) the City has provided significant incentives to new hotel development in the form of a development agreement, density bonus, tax relief, land or land write-down, fee waiver, or other similar incentive, and (2) the new hotel is constructed within an existing hotel's established market area and within one thousand (1000) feet of the existing hotel. If these conditions are met, the City shall provide the following economic assistance to the existing hotel:

1. The existing hotel must have experienced a reduction in occupancy following the issuance of a certificate of occupancy for a new hotel development, measured by any reduction in the existing hotel's transient occupancy tax ("TOT") paid during a full six-month period during the first two and one-half years following the issuance of the certificate of occupancy for the new hotel, compared to the amount of TOT paid for the same full six-month period during the year immediately preceding the issuance of the certificate of occupancy for the new hotel development.
2. The economic assistance shall be in the form of a credit against new TOT due or a rebate -- as determined by the City -- limited to Eleven Thousand Three Hundred Thirty-Three Dollars (\$11,333) times the percentage reduction in TOT as demonstrated in the manner set forth in Paragraph 1 above up to a maximum of Four Hundred Thousand Dollars (\$400,000).
3. The economic assistance shall be available in five potential increments for a period of two and one-half years from the date of issuance of the certificate of occupancy for the new hotel development, and shall be paid on a bi-annual basis upon submission of documentation by the existing hotel to demonstrate the decrease in TOT.
4. The following example illustrates application of the Program:

Hotel A reports occupancy of 67.5% during the first six months of 2014 (January-June). Hotel B, developed pursuant to a City Development Agreement, opens within 1,000 feet of Hotel A on January 1, 2015. Hotel A suffers a 7.5% diminution in occupancy during the first six months of 2015 (from 67.5% to 60%) based on calculations in TOT reports submitted to the City, as compared to the first six months of 2014. Hotel A would receive a credit or rebate of TOT from the City in the amount of \$84,997.50 ($\$11,333 \times 7.5$) for TOT otherwise payable during the period from July-December 2015. The same calculation, using the two 2014 six-month periods as baselines, would occur for four more six-month periods or until total City credits or rebates total \$400,000, whichever occurs first.