

# 2020-2021 Annual Budget & Five Year Capital Improvement Plan





# ***City of Orange***

***California***

## ***Fiscal Year 2020-21 Budget***

***Submitted by:***

***Rick Otto, City Manager***

***July 28, 2020***



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**Fiscal Year 2020-2021 Budget**

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July 28, 2020

Honorable Mayor and Members of the City Council:

Submitted for your consideration is the Fiscal Year 2020-2021 (FY21) Budget. This Budget responds to the ongoing economic downturn and incorporates the City's firm commitment to fiscal responsibility, effective use of our resources, and high quality service delivery to our residents, businesses, and visitors.

The past few months have been challenging for the Orange community, largely due to the impacts of COVID-19. Since the unexpected spread of COVID-19, the nation continues to face an economic challenge unlike anything it has seen in nearly 100 years. Almost overnight, the economy, which had boasted abundant jobs and soaring stock values, has fallen into disorder. Although local and regional economies continue to struggle, businesses are slowly re-opening with modifications to follow State and County guidelines. The long-term effects are still unclear as public policy related to COVID-19 continues to evolve.

Our revenue is still significantly down from pre-COVID conditions, and while it is predicted that there are positive signs of the economy emerging from the lockdown, the City continues to face major uncertainty due to changes in public policy, market conditions, and current events affecting the lives of all our citizens.

Despite these conditions, there continue to be reasons why we have a bright future in Orange. We remain one of the safest cities in California; we have an outstanding business environment and are home to several major corporations, hospitals, regional shopping centers and a diverse group of small businesses; we have one of the nation's largest historical districts – Old Towne Orange with its thriving plaza area commercial district; we have excellent and well-maintained residential neighborhoods and parks, and; our residents have tremendous community spirit with a great deal of pride in their hometown. In spite of the pandemic, Orange continues to take a proactive response to address all issues affecting our citizens and business community. The budget for FY 21 has been prepared to be responsive to the needs of the citizens and businesses of the City of Orange while being fiscally responsible given the downturn of the economy and the impacts related to the COVID-19 pandemic. At \$115.8 million, the General Fund budget is less than the FY 20 budget in spite of rising PERS retirement and labor costs.

Finally, to allow time to complete labor negotiations and fine-tune projections, the City Council is being asked to adopt this FY 21 budget a month after the start of the fiscal year. While this is not the City's customary practice, the additional time has allowed for more analysis of revenue projections, further refinement of expenditures, and finalizing negotiations with all bargaining groups regarding labor-related costs.

## GENERAL FUND REVENUE

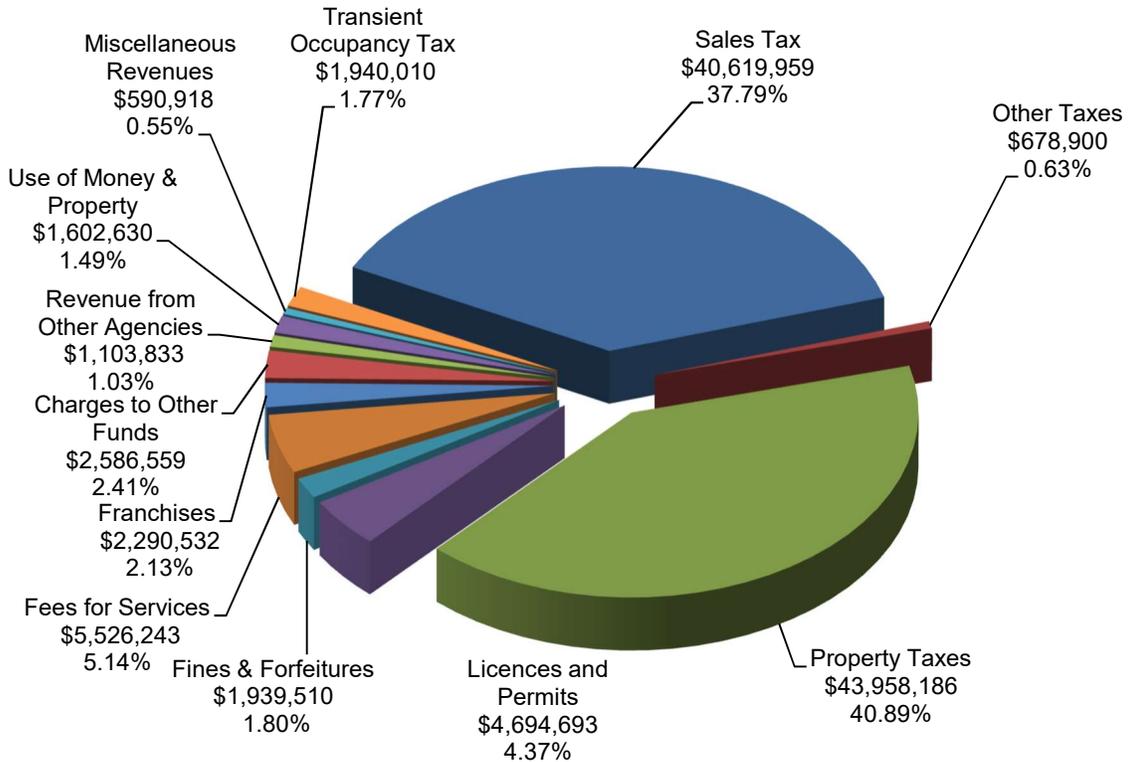
Total General Fund revenues for FY 21 are projected to be \$107.5 million, representing a decrease of 10.7% from pre-COVID-19 projections and a 7.1% decrease from FY 20 estimated revenue.

- **Sales Tax** is the largest source of General Fund revenue. In FY 21, the City anticipates sales tax receipts to be \$40.6 million, a \$2.1 million (4.9%) decrease from the FY 20 estimate, with the biggest decline occurring in the fuel-service station sector. Fuel sales are expected to be \$937,000 (10.0%) lower than the FY 20 projections as commuting, travel, and tourism decline, as a result of the health crisis. In spite of COVID-19, it is expected some stores will not see a drop in sales tax, particularly big box retailers such as Target, Walmart and Best Buy. However, general retail stores, such as clothing and specialty retail, will likely have significant drops in sales as these stores struggle to attract shoppers as consumers may have changed their purchasing habits. At the Outlets at Orange, management is reporting strong foot traffic from consumers since they reopened in June. At this point, we are waiting for performance results, although we do expect that retailers there will see sales decline in comparison to the same period last year. It is likely The Outlets will be negatively impacted by the continued closure of The Disney Resort theme parks. At the Stadium Promenade, we will likely see a reduction of sales as fans are barred from sporting venues and the movie theaters are still non-operative. The automotive industry did see an uptick in sales in May and June. The question remains whether this is sustainable since it may be inferred that pent up demand during those months was a result from the stay-at-home order this past March. Finally, one bright spot in sales tax revenue is from online sales. Largely due to COVID-19, consumers have continued to increase their spending through online retailers. As such, we anticipate County allocations for online sales will continue to trend upward at a \$405,000 (6%) increase.
- **Property Tax**, the second largest source of General Fund revenue, is estimated to be \$44.0 million for FY 21. While assessed valuation has increased, property tax revenue remains consistent with FY 20 primarily due to potential non-payments from residents who have suffered job losses and other economic hardships.
- **Transient Occupancy Tax (TOT)** is expected to be \$1.9 million, a 50% reduction from FY 20. Business and leisure travel remain at depressed levels during the pandemic. We expect TOT to recover steadily in the latter part of the fiscal year as hotels slowly resume services when COVID-19 concerns are hopefully largely diminished or removed. Again, this sector is dependent on the reopening of the Disneyland Resort and Anaheim Convention Center.
- **Fees for Services and Licenses and Permits** account for combined \$10.2 million, 9.5% of General Fund revenues, and are set by the Master Fee Schedule. With the adoption of the FY 19 budget, City Council approved a significantly updated Master Fee Schedule model. As part of the preparation of the FY 21 budget, staff has updated current charges for services based on revised time estimates and costs for delivering each service. With the proposed fees, we anticipate recovering approximately 71% of costs associated with provided services. The total revenue impact of the

recommended fees represents an increase in General Fund revenue of approximately \$454,000, which has been included in the total FY 21 revenue of \$107.5 million. This increase is primarily due to higher permit and planning and inspection fees for some Building Division charges, based on the actual cost of providing the services. Increases in fees for zoning clearance reviews, fire construction permits, encroachment applications, and encroachment plan checks and inspections, also contribute to the increase in revenue. While many of the proposed fees reflect increases based on actual cost of providing services, several fee decreases reflect reduced time estimates in providing the services. Updated proposed fees for new construction, plan check, and inspection fees are also included in the recommended fees. Further, staff has reviewed the animal control and shelter charges. These fees are administered and collected by Orange County Animal Care (OCAC) to offset the City's costs. As cities are allowed to set their own fees for animal licenses and services, staff is proposing updates to animal service fees. Most notably, the fee for a dog license will increase from \$35 to \$36. The proposed fee increase will generate an additional \$20,000, bringing revenue from animal control fees to \$888,900. As the total cost for the OCAC contract is \$2.0 million, the net cost is projected at \$1.1 million.

- **Use of Money and Property** is expected to be \$1.6 million, \$401,000 (20%) below the FY 20 estimate. This projected amount accounts for a potential further decline in interest rates due to economic uncertainty caused by the pandemic.

### FY 21 General Fund Revenues



While we anticipate the projected revenue amount of \$107.5 million for FY 21 will be the base from which we will recover, we remain cautious that any future growth in General Fund revenue will be modest and will occur gradually as the economy recovers with the re-opening of businesses in all sectors of the industry and commerce.

What is not included in the FY 21 revenue budget are any funds from the Federal Stimulus packages that have already been approved or are being considered by Congress. While the City has received \$1.2 million in CARES Act funds in FY 20 for direct and unbudgeted COVID-19 related expenses, the amount we will receive in FY 21 is unknown and therefore is not included in the FY 21 budget. Further, while the City expects a loss of over \$16.0 million in revenues for FY 21 due to COVID-19 impacts, Federal Stimulus packages to date have not included any revenue backfill funds.

### **GENERAL FUND EXPENDITURES AND BUDGET BALANCING STRATEGIES**

The City is fortunate that its history of conservative spending practices positioned us to weather the sudden economic downturn due to COVID-19. The City has continued to implement budget balancing measures over the past three years and has remained vigilant in controlling spending growth during better financial times.

Over the past several months, the City Council addressed budget related issues at three budget sessions. Through their leadership, the resulting budget balancing strategies were developed collaboratively, involving all City departments and bargaining groups. The \$115.8 million General Fund expenditure budget reflects the following balancing measures:

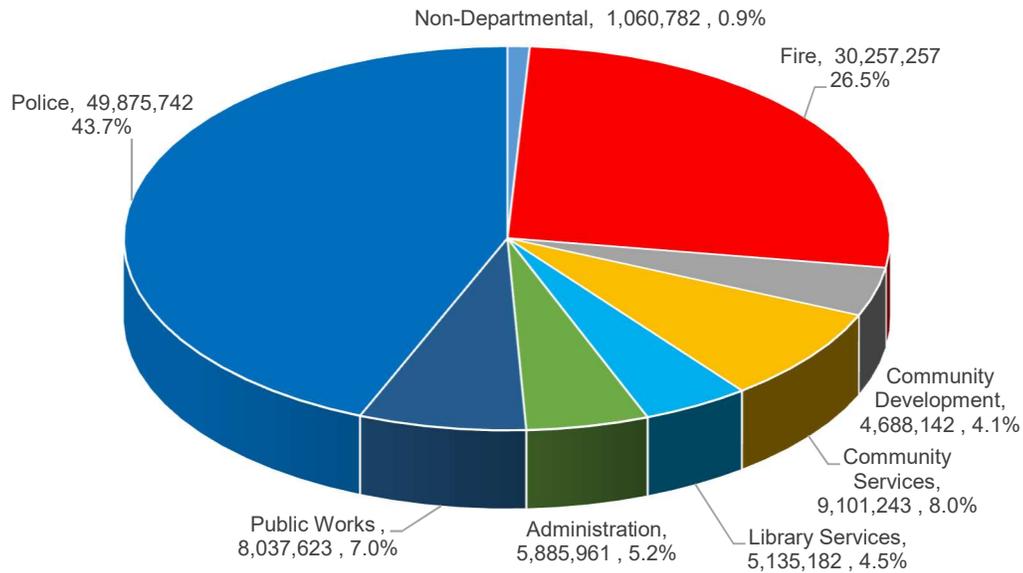
- **Additional Operational Budget Reductions:** In FY 19, the City implemented an Operational Budget Reduction (OBR) strategy. In response to rising operating costs outpacing expenditure, departments were asked to reduce General Fund salaries and benefits (S&B) and maintenance and operations (M&O). In addition to the existing OBR strategy, departments will reduce M&O budgets an additional 5% for FY 21. These reductions include further cutbacks in travel and training budgets, and printed publications, the renegotiation of service contracts, and delayed replacement of office equipment and furniture and fixtures. While departments have been able to keep up services levels through creativity and hard work, their operating budgets are being stretched as far as they can. Departments will continue to address operational challenges as a result of these and past budget reductions. The OBR for FY 21 nets a savings of \$2.8 million.
- **Freezing Vacant Positions:** The City currently has over 50 vacant full-time or part-time benefitted positions, many of which are being counted as part of previous budget reduction measures. In addition, there are several vacant positions that will need to be filled, given their vital role in the organization. However, nine positions have been identified that will be kept vacant throughout FY 21, generating \$750,000 in savings. Further savings are anticipated as attrition occurs during the year and those positions are held vacant. It is important to note that the number of funded Full Time Equivalent

(FTE) positions has decreased significantly from 796 FTEs in FY 09 to 724 FTEs in FY 21 as a result of the hiring freeze and elimination of positions during the Great Recession. Therefore, as the City transitions from a “hiring chill” to more of a “hiring freeze” in FY 21, organizational impacts could be significant. Going forward, each position will be carefully evaluated to determine operational impacts balanced against budgetary savings.

- **Labor Negotiation Savings:** As salaries and benefits comprise about 70% of the City’s General Fund Budget, reducing those costs is a critical component to closing the FY 21 budget gap. Starting in early May, we began to meet with our labor group partners to assist with our budget balancing efforts. It is anticipated that renegotiated agreements with these groups will generate a total savings of \$1.7 million, which we include as an additional reduction to budgeted expenditures. We are extremely appreciative of the employees of this City for their collaborative approach to our budget situation, which illustrates their commitment to the organization and to the residents and businesses of Orange.
- **Alternative Funding for Fire Headquarters:** Initially, the General Fund expenditure projection for FY 21 included \$1.5 million to pay for the first year debt service for the Fire Headquarters-Station No. 1 lease revenue bonds. With a revised first year debt service of \$1.1 million, the first year debt service payment can be covered by the Capital Projects Fund, reducing the direct impact on the General Fund.
- **Use of Reserve Funds:** in 1996, the City Council established the Catastrophic Reserve Fund which has primarily been funded by the prudent practice of transferring end-of-year savings into that “rainy day” account. The intent of the Catastrophic Reserve Fund is to provide a vital fiscal resource to the City during times of natural disaster or other calamity that severely impacts the City’s financial stability. It is important to emphasize that in the 24 years of its existence, the City has never had to utilize these funds as a budget balancing measure. However, the effects of the COVID-19 pandemic have reached such a level that the City’s financial stability has been severely impacted. Therefore, we proposed \$4.4 million transfer from the Catastrophic Reserve to help alleviate a portion of the deficit. Likewise, the PERS Set-Aside Fund was established to serve as a reserve fund in the event the City needed a source of funds to address rising PERS costs. The proposed \$2.1 million transfer from this fund represents the amount PERS costs will increase for FY 21. Finally, based on the strength of the Capital Projects Fund, we propose to transfer \$2.0 million from that fund to the General Fund Operating Budget. All total, the FY 21 Budget will utilize \$8.5 million of reserve funds as a budget balancing resource.

As a result of these balancing measures, the \$115.8 million General Fund Expenditure budget for FY 21 remains slightly less than the adopted budget General Fund Expenditures for FY 20. This decrease was achieved in spite of increases in employee retirement (PERS) costs, salary and benefit costs, and contractual obligations. With the use of reserves as a budget balancing source, the General Fund is balanced with revenues exceeding expenditures by \$150,531.

## FY 21 General Fund Expenditures



## ESTIMATED GENERAL FUND BALANCE FOR FY 21

The FY 21 projected beginning General Fund unreserved fund balance is \$5.6 million. Revenues and reserve transfers of \$116.0 million and expenditures of \$115.8 million result in a surplus of about \$150,000, bringing the unreserved fund balance to \$1.7 million, after recommended transfers of \$4.1 million from the unreserved fund balance to the following funds: \$1.0 million to the Equipment Replacement Fund; \$500,000 to the Vehicle Maintenance Fund; \$1.1 million to the Computer Equipment Replacement Fund; \$900,000 to the IT Maintenance Fund; and \$600,000 to the Liability Fund. Due to the need for continued budget reductions, we propose the FY 21 budget not include a transfer of General Fund monies to the Catastrophic Reserve, which after the previously mentioned transfer to General Fund, will have a balance of \$15.7 million. This results in a FY 21 estimated ending General Fund reserved and unreserved fund balance of \$17.4 million.

## Estimated Available General Fund Balance

<b>Unreserved Fund Balance Available @ 6/30/20</b>		<b>\$5,610,683</b>
FY 21 Estimated Revenues	\$107,492,463	
FY 21 Estimated Revised Expenditures	<u>(115,841,932)</u>	
Net Surplus (Deficit)		(8,349,469)
Transfers In from Reserves		<u>8,500,000</u>
<b>Unreserved Fund Balance Available @ 6/30/21</b>		<b>5,761,214</b>
Transfers Out		
Transfer to Equipment Replacement Fund	(1,000,000)	
Transfer to Vehicle Replacement Fund	(500,000)	
Transfer to Computer Replacement Fund	(1,100,000)	
Transfer to IT Maintenance Fund	(900,000)	
Transfer to Liability Fund	<u>(600,000)</u>	
Total Transfers Out		<u>(4,100,000)</u>
<b>Estimate Available Fund Balance @ 6/30/21</b>		<b>1,661,214</b>
General Fund Catastrophic Reserve		<u>15,667,960</u>
<b>Est. Reserved &amp; Unreserved General Fund Balance @ 6/30/21</b>		<b><u>\$17,329,174</u></b>

<b>FY 21 Reserve and Unreserved Fund Balances</b>	
<b>Estimated Available Reserves @ 6/30/21</b>	
Accrued Liability/PERS set-aside (Fund 760)	\$ 4,164,852
Business Investment Fund (Fund 115)	23,595
Capital Projects (Fund 500)	4,713,999
All Other Internal Service Funds (various)	<u>10,301,842</u>
<b>Total Est. Available Reserves @ 6/30/21</b>	<b>\$19,204,288</b>
<b>Unreserved General Fund Balance</b>	<b><u>\$ 1,661,214</u></b>
General Fund Catastrophic Reserve	<u>\$15,667,960</u>
<b>Total Est. Available Reserves @ 6/30/21</b>	<b><u>\$36,533,462</u></b>

## REVIEW OF OTHER KEY FUNDS

While the General Fund accounts for 44% of overall expenditures, there are several other funds managed by the City. The FY 21 budget reflects a total of \$281.2 million in expenditures for all funds. The key areas are summarized below:

The Water Enterprise Fund, which includes both operating and capital expenditures, is projected to begin FY 21 with an available fund balance of \$7.4 million. Revenue and expenditures are estimated at \$36.9 million and \$42.7 million, respectively, which includes \$5.9 million in water capital projects and an increase of operating expenses due to the anticipated need to purchase water from MWDOC caused by the shutdown of five wells. As a result, the expected ending FY 21 available fund balance is about \$1.9 million. With the last water rate increase occurring in January 2022, the City will begin the process of a water rate study in July 2021 to provide the City Council with strategies and solutions for their consideration.

The Sanitation Fund, which includes sewer maintenance, tree trimming and environmental compliance services, is projected to begin FY 21 with an available fund balance of \$3.9 million. FY 21 revenue projections are \$5.9 million and expenditures are \$6.0 million, resulting in an estimated ending fund balance of \$3.8 million. Specific to the Sewer Capital Projects Fund, the FY 21 revenue estimate is \$2.2 million and capital improvement expenditures towards sewer line replacement and maintenance are \$2.4 million. The estimated FY 21 ending fund balance is \$1.7 million.

The Gas Tax Fund is projected to begin FY 21 with an available fund balance of about \$450,000. FY 21 revenue estimates are \$3.4 million with expenditures of about \$3.8 million, resulting in an ending fund balance of about \$20,000. Specifically, The Road Maintenance and Rehabilitation Account (RMRA) will begin FY 21 with a fund balance of about \$335,000. In FY 21, the City will receive about \$2.5 million from the State, which will be fully allocated towards Pavement Management Program expenses.

### **CITY HIGHLIGHTS FOR FY 21**

Despite the economic challenges we are facing, there is much room for optimism. As we enter FY 21, the City has many opportunities to make positive enhancements and changes in the community and in the organization:

- **COVID-19 Response Requires Reinvention and Innovation:** A true test of an organization is how it responds in a time of crisis. Therefore, I am extremely proud of our City organization in how we have responded to the many challenges the pandemic has presented. To continue to deliver the high level of services the community expects, we have continuously had to reinvent our service delivery model. This includes new services such as electronic building plan-check services, curbside library materials pickup, virtual recreation and community programming, electronic employee-related documents processing, a reservation system for public counter visits, and remote internal and external meetings. These are services that will continue beyond the pandemic and will improve our efficiency as well as enhance our reach within the community.
- **Supporting Local Business:** Maintaining our tax base is critical to the City's ability to provide the highest level of services and programs to our residents and businesses. In these unprecedented times, the City continues to be innovative in its approach to assist Orange businesses. As a response to the evolving public policy from the

Governor's office regarding COVID-19, we established the "Orange Plaza Paseo" in Old Towne, transforming the 100 blocks of north and south Glassell Street, as well as parking areas along Chapman Avenue, into a series of public spaces, creating an inviting and safe environment to dine and shop. The public's response to the Orange Plaza Paseo has been tremendous, and the restaurants and retailers are reporting strong sales. Additionally, the Small Business Assistance Program was established, aiming to provide relief to small businesses affected by the COVID-19 crisis. Through CARES Act funding provided by the County, \$3.4 million in grants will be distributed to assist small businesses with payroll, capital, and operating expenses.

- **Continued Focus on Economic Development:** Attracting and retaining businesses in Orange has always been a critical focus for the City. Recognizing the strength of our local economy is an essential driver to the success of the City, our staff continues to look at traditional and innovative ways to provide business development services. A vital component of our business development program is ensuring for a streamlined and efficient land use entitlement process. Some of the key businesses that are currently in the entitlement process and plan to invest in Orange include Prologis, who is building a 200,000 sq. ft. industrial logistics warehouse; St. Joseph's Hospital, who is building a 116,000 sq. ft. medical office building, and Kherut, who is developing an industrial kitchen and commissary. Already home to two In & Out Restaurants, the iconic burger establishment is planning a third location in Orange. In addition, Chick-fil-A will soon begin construction on their restaurant on South Main Street. Finally, in Old Towne, several high quality restaurants are coming to the Plaza area, including Philz Coffee, BossCat, Brewery 1886, Stubrik's, Butaton Ramen, and O Sea. No doubt, this new wave of restaurants were attracted to the Plaza area following the completion of the Old Towne West Metrolink Parking Structure, which provides over 600 free parking spaces to our downtown patrons and Metrolink commuters.
- **City to Conduct its First District-Based Elections:** In November, the City will be transitioning from a five person City Council – four directly elected at-large Council members and a directly elected at-large Mayor, to a seven person City Council, including one directly elected at-large Mayor. The City's six new voting districts will each elect one Council member. Obviously, there will be changes in how City Council business is conducted going forward. To that end, the City Council Chambers are being upgraded to accommodate two additional Council members at the dais. As part of this project, we are including a few technology enhancements to improve the voting system as well as the name designations.
- **New Fire Headquarters to Begin Construction:** After nearly two decades of planning, the City will soon break ground on a new Fire Headquarters facility on East Chapman at Water Street. The \$34.4 million project will replace the 50-year old Fire Station No. 1 and Headquarters building, and provide for improved administrative and training space, and increased room for fire apparatus. To fund the project, the City issued bonds in early July, the first time in 30 years we have assumed debt to complete a capital improvement project. Due to the City's strong fiscal standing, we were given a "AA-" rating which allowed for us to issue bonds at a very favorable true interest cost of 2.95%.

- **Body Cameras for the Police Officers Going Live in August:** In March 2020, the City Council approved a contract with Axon for the purchase and installation of body-worn and in-car cameras for the Orange Police Department. This project coincides with the need to replace the current in-car camera system as it has reached end-of-life. Implementation will begin in August and will transition through the fall. Once complete, every police officer, while assigned to patrol, will be equipped with a body-worn camera, thus increasing the transparency and accountability of the Police Department.
- **New Website and Customer Reporting Tool Coming Soon:** While the City's current website platform is only four years old, it is essential that this vital communication and services tool stays relevant, useful, and fresh. As website technology has significantly evolved over the past four years, we are planning to complete a major renovation of the City's website during FY 21. In addition, this fall we will be implementing a new mobile-enabled customer reporting tool which will allow the public to submit service requests and report issues on their mobile devices. This easy to use application will streamline the customer service request process, both for the public as well as for staff.
- **Innovation and Technology Improvements:** In response to public sector processes and services becoming more reliant on technology, and after 35 years of outsourcing, the City established the Information Technology (IT) Department to bring key functions in-house. In April 2019, as part of this transition, eight new full-time equivalent positions were created to provide for higher level technical support, business development services, and overall management of the City's IT infrastructure. The transition to primarily in-house services has exceeded expectations as it has been more nimble, responsive, and efficient. As the transition is complete, during FY 21 we will be focusing on enhancing the City's IT environment, including a new agenda management application, facility access security system, and water management system. In addition, we will be enhancing our network security infrastructure in response to concerns for cyber security, particularly in the public sector.
- **City Continues to Make Significant Investments in its Capital Improvement Plan (CIP):** Over the past several years, despite challenging economic conditions, we have seen a high level of capital improvement activity in Orange. Looking forward, the CIP identifies 159 projects proposed for the five-year period. For the upcoming fiscal year, there are 23 new budgeted projects and continued investment in 136 projects that are either a continuation of previously approved plans, or anticipated to start during the out-years. With these proposed projects, the City Council will be investing \$70.0 million in the upcoming fiscal year and \$144.8 million over the five-year planning horizon. This is a major investment in the City's infrastructure, and represents a significant commitment to our community's future. Funding for the CIP comes from different sources including Gas Taxes, Measure "M", Developer Impact Fees, State and Federal Grants, former Redevelopment Bond Proceeds, and Community Development Block Grants. The following are highlights of the FY 21 Capital Improvement Plan:
  - Construction of Fire Station Headquarters.
  - Rehabilitation of the Police Headquarters Roof and Atrium.

- Installation of shade sails over existing tot lot equipment at El Camino Park.
  - Installation of LED lighting at El Camino Park tennis courts.
  - Renovations to update El Modena Park.
  - Renovations to the Handy Park Community Room and parking lot.
  - Rehabilitation of the Children’s Courtyard at the Orange Public Library & History Center.
  - Maintenance and rehabilitation of City streets through \$12.1 million in SB 1, gas tax and CDBG funds.
  - Commitment of \$5.6 million towards 17 projects intended to maintain or improve the City’s water production and distribution, including \$1.1 million for pipeline replacement.
  - Commitment of \$750,000 toward various City infrastructure, facility, and parking lot improvements.
- **City is a Leader in the Response to Homelessness and Affordable Housing:** The City continues to be a leader in the county-wide response to the homelessness. Through the Orange Police Department’s efforts with the HEART Team, as well as the Bike Team, the City provides daily outreach and public safety services to the homeless community. In addition, the City has been a partner with Mary’s Kitchen for over 35 years in support of their mission to provide meals and essential supplies to those in need. The City has also been an active leader in the efforts of the North Orange County Service Planning Area (NSPA). Specifically, the City has been a significant funding partner for two homelessness navigation centers located within the north county area. The City has committed a majority of its SB 2 (Building Homes and Jobs Act) funds for shelter development as well as on-going operations. Once completely built out, the two navigation centers will provide 250 beds to the homeless community in the 13 north county cities. Finally, the City is working with Orange Housing Development Corporation, a local non-profit affordable housing developer to develop a 62-unit permanent supportive housing project on surplus property adjacent to the City’s Corporation Yard. This transitional housing project will be an essential resource to those individuals that are transitioning from homelessness or housing insecurity to permanent housing. We continue to encourage the development of additional affordable and permanent supportive housing units in Orange. Finally, in partnership with the City, Orange Senior Housing, Inc. will be building the Katella Terrace Apartments, a 74-unit deed-restricted, affordable senior housing project near the intersection of Katella Avenue and Tustin Street. We continue to encourage the development of additional affordable and permanent supportive housing units in Orange.
  - **New Housing Construction Continues:** The Southern California housing market continues to demand additional housing units. As such, the demand for residential real estate in the City of Orange has remained steady and the City’s larger housing development projects have continued in spite of the pandemic. Of note, construction should be complete by the end of 2020 on the 250-unit Toll Brothers apartment project in the Town & Country area and the 100-unit Branch West apartment project on West Katella. Through FY 21, construction will continue on the 700-unit Fairfield apartment

and townhome project in the Town & Country area. Construction is expected to begin on two apartment projects approved near The Outlets. Finally, there are several housing projects, both for sale and rental, currently going through the entitlement process.

## **LOOKING FORWARD**

With the economy slowly recovering from the months long shut-down due to the COVID-19 pandemic, and the possibility of more restrictive guidelines due to a rise in the number of cases, the current financial times remain unclear. The economy continues to improve incrementally, but it seems like it's two steps forward, then one step back. As a result, the City still faces some significant financial challenges. In addition to addressing the FY 21 budget deficit, the City is also facing a structural General Fund deficit for the next several fiscal years due to both lower revenues as a result of COVID-19, as well as higher PERS rates.

Although we base many of our budget assumptions on expert economic forecasts, detailed trend analysis, and complex financial calculations, certain conditions cannot always be predicted or forecasted. Certainly, COVID-19 has proven that.

The City Council's prudent policies continue to set the stage for staff to meet the budgetary challenges and demands of FY 21. While it is important to continue on the path of caution to ensure long-term fiscal health, the City Council works hard to be able to allocate the necessary resources to allow the City to provide the citizens and businesses of the City with the excellent services they have come to expect.

Following the adoption of the FY 21 Budget, staff will continue monitoring the incoming revenues and reviewing regional economic data that so that we can stay focused on the status of our current fiscal condition as well as plan for an equally challenging FY 22 budget. We are hopeful the gradual reopening of the economy will result in a slow rebound in economic activity. However, many conditions are still unknown and dependent on a variety of factors such as public policy, marketing conditions, and the current events affecting the lives of our residents.

## **THANKS AND APPRECIATION**

Undoubtedly, the preparation of this budget would not be possible without the dedication and commitment of the City's Department Heads and their key staff members. To each of them, I extend my thanks and appreciation for their hard work, dedication, and "can do" approach as we develop this budget, particularly in light of additional Operational Budget reductions. The extra effort required to prepare the departmental budgets coincides with the exceptional demands of the City's day-to-day operations. Furthermore, I would like to thank all City of Orange employees. Their willingness to work with the City Council and City management to renegotiate existing contracts is greatly appreciated. Given the fiscal challenges we faced in preparing this Budget, the high level of teamwork and cooperation was evident.

I would also like to express my appreciation to the members of the City Council for your confidence in the City's management team as well as your policy direction in this budget process. This document reflects the directions and suggestions you offered, as well as the sincere compassion you have for this community.

Sincerely,

A handwritten signature in blue ink, appearing to read "Rick Otto", with a long horizontal flourish extending to the right.

Rick Otto  
City Manager



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## **UNDERSTANDING THE BUDGET**

The City's Annual Budget document functions as a Policy Document, a Financial Plan, an Operations Guide and a Communications Tool. To satisfy these roles, the Budget includes the following components: the City Manager's Message, which serves as a policy statement; the financial worksheets, which detail the program revenues and expenditures and serves as the annual financial plan; department goals, objectives and annual work plans, which serve as an operational plan and guide in allocating resources, and; the Five Year Capital Improvement Program, which serves as a budget and strategic planning tool to determine the extent of future capital improvement needs and sources of funding. The inclusion of these components ensures that the budget document is a comprehensive communication tool.

To understand the budget, it is important to know that the City budgets and accounts for revenues and expenditures in a number of different funds. The General Fund accounts for all financial resources, except for those required by law or mandate to be accounted for in a restricted fund. The General Fund provides for basic government services such as public safety, planning and building services, park maintenance, and recreation services. The primary revenue sources for the General Fund are sales taxes, property taxes, vehicle license fees, and various user fees.

Other funds that contribute to the Budget include Special Revenue Funds, from revenue sources that are legally restricted to expenditures for specific purposes. These include funds such as Proposition 172 for Public Safety, Measure "M2" funds for transportation, and Gas Tax funds for street maintenance and construction. Revenue from the City's water utility operation is the only Enterprise Fund of the City. Capital Improvement Funds are derived from a variety of grants and other revenue sources that are designated for infrastructure and other capital improvements. A complete listing and description of each of the City's funds is contained in the "Fund Descriptions" section of this document.

## **THE BUDGET PROCESS**

### **BUDGET CALENDAR**

The City of Orange operates on a fiscal year that starts July 1<sup>st</sup> and ends the following June 30<sup>th</sup>. The formal budget process for the upcoming fiscal year begins during December and culminates with the City Council's adoption of the budget in June.

In December, City Departments begin the planning process for Capital Improvement Projects and submit their initial Capital Improvement requests to the City Manager. During January, City Departments establish goals, service objectives, and work plans for the upcoming fiscal year. Initial revenue estimates are prepared. In February, departments prepare and submit their operating budget requests and meet with the City Manager to

discuss these submittals. Departments also meet with the City Manager to review Capital Improvement Project submittals

Between the months of March and May, the City Council conducts a series of public study sessions on the budget. These study sessions address Departments' goals, service objectives and work plans, the proposed Capital Improvement Projects and a review of estimated revenues, expenditures, and fund balances. The proposed budget may be revised in response to feedback provided by the public or the City Council at these study sessions.

A public hearing is held during a Council Meeting in June in order for the City Council to receive final public comment prior to adopting the budget. The process culminates with the adoption of the budget during this Council Meeting in June. During any Council meeting after the adoption of the budget, the City Council may amend, supplement, or revise the budget. A summary version of the City's budget calendar is included at the end of this "Budget Process" section.

## **OPERATING BUDGET**

The City's operating budget covers costs for the maintenance and operations needed to provide general City services and covers expenditures such as salaries and benefits, materials, supplies, professional services, capital outlay, allocated costs, etc. The Operating Budget does not include costs associated with Debt Service or Capital Improvement Projects. Revenues to fund the operating budget are primarily derived from sales taxes, property taxes, motor vehicle in lieu fees, and user fees.

The first step in preparing the City's operating budget involves the establishment of goals, service objectives, and work plans by each department for the upcoming year. Resources are allocated based on the goals, service objectives, and work plans that are established as a result of this process.

Each department is provided with a baseline budget allocation. Requests for funding over and above the baseline allocation may be submitted to the City Manager for consideration. The City allocates the costs of providing various citywide services to each department. Fleet Service costs (fuel, vehicle maintenance, and vehicle replacement); Information Technology costs for both equipment and operations; costs for workers compensation; liability costs and general and administrative overhead costs are allocated to departments based on a variety of factors intended to reasonably approximate each department's portion of the City's total cost of providing the service.

During February and March, Department Heads meet with the City Manager to review their budget submittals. Proposed budgets are finalized during the months of April and May. A public hearing is held in June in order for the City Council to receive final public comment prior to adopting the budget. Once adopted, the budget becomes the authority for the expenditure of City funds.

## CAPITAL IMPROVEMENT BUDGET

Along with the Operating Budget, the City prepares a plan of capital improvements that covers the upcoming seven-year period, referred to as the Capital Improvement Program (CIP). The CIP is a financial plan for the expenditure of funds which add to or improve the City's infrastructure or capital assets. CIP projects can be distinguished by one or more of the following characteristics:

- Project expenditures may span more than one fiscal year;
- Projects may require funding with debt because of the significant costs to be shared by current and future beneficiaries; and
- Projects may require systematic acquisitions over an extended period of time in order to implement major operating systems, to provide public programs, or to ensure the replacement of certain equipment at regular, scheduled intervals.

CIP projects include a variety of infrastructure or major building projects such as the rehabilitation of streets, highways, and/or intersections, the construction of new facilities or renovations and repairs to existing facilities. Major investments in technology (computer equipment, safety equipment, etc.) are also budgeted as a part of the CIP.

Budgets for CIP projects include the costs for staff to provide the engineering, design work, construction oversight, etc. needed to complete the project. The immediate and long-term costs to the operating budget that result from a CIP project is considered when proposing or designing CIP projects. Any operating cost increase resulting from the completion of a CIP project is included in the operating budget.

Funding for the CIP can come from various Restricted Funds or from transfers from the General Fund into the appropriate Capital Project Fund. The City also pursues numerous grant opportunities to fund the costs of capital improvements whenever possible.

The budget process for the CIP runs concurrent with the operating budget process. Budget study sessions and public hearings for the CIP may be held separately or in conjunction with those of the operating budget. The CIP is adopted by June 30<sup>th</sup> together with the operating budget and includes appropriations for the first of the five-years covered by the CIP.

Although CIP projects frequently span two or more fiscal years, the estimated funding needed to complete the project is typically appropriated in the first year of the project. This ensures that funds needed to complete the project will be available once work on the project is started. Appropriations for CIP projects are generally carried over to the following fiscal year until the project has been completed. At any City Council meeting after the adoption of the CIP, the City Council may amend, supplement, or revise the CIP project appropriations for the current fiscal year.

Additional information (highlights and funding schedules) specific to the City's CIP is included in the Capital Improvements section of this document.

## **GANN APPROPRIATION LIMIT**

State Proposition 4, commonly known as the Gann Initiative, was approved by California voters in November 1979. Proposition 4 created Article XIII B of the State Constitution, which places limits on the amount of revenue that can be spent by government agencies. This is referred to as the Gann Appropriation Limit or Gann Limit.

A subsequent related State initiative, Proposition 111, was approved by the voters in June 1990 and provided new adjustment formulas to make the Gann Limit more responsive to local growth issues and to address concerns regarding the accountability of local governments in adopting their limits. Prior to each fiscal year, City Councils must adopt by resolution the Gann Appropriation Limit for the City for the upcoming year. In addition, cities are required to conduct a review of their limits during annual financial audits.

The appropriations limitation imposed by Propositions 4 and 111 creates a restriction on the amount of revenue that can be appropriated in any fiscal year. The limit is based on actual appropriations during the 1978-79 fiscal year and is increased each year using population and inflation growth factors. Only revenues that are classified as "proceeds of taxes" are subject to the limit. The use of "non-tax proceeds" (user fees, rental income, franchise fees, Gas Tax revenue) is not restricted.

During any fiscal year, a city may not appropriate any proceeds of taxes it receives in excess of its established limit. Excess funds received in any year may be carried into the subsequent year for use if the City is below its limit for that year. Any excess funds remaining after the second year would be required to be returned to local taxpayers by reducing tax rates or fees. As an alternative, a majority of the voters may approve an "override" to increase the City's appropriation limits.

The Gann Limit's appropriation restriction had little impact in the early 1980's as a result of the high rate of inflation during that period. Because the appropriation limit for most cities increased faster than actual revenue grew, cities were generally below their limits. This trend changed during the mid 1980's, as exemplified by the State of California's \$1.1 billion refund to taxpayers in 1987 when it collected revenues in excess of its limit. The limit also served as the major barrier to increasing taxes on gasoline in the late 1980's. In recent years, the trend has reversed again for most cities. As the rate of revenue growth slows and the growth factors, especially population, increase at a steady rate, most cities, including Orange, are experiencing comfortable gaps between their appropriation limits and their actual appropriations.

The City of Orange's FY21 Gann Appropriation Limit, as adopted by the City Council, is \$92,750,667. The appropriations subject to the Limit total \$193,008,124. Thus, the City of Orange is under its Appropriation Limit by \$100,257,456.

## **BASIS OF BUDGETING**

The City's annual budget is adopted by June 30<sup>th</sup> of each year on a basis consistent with generally accepted accounting principles for all governmental funds as defined below:

Governmental fund types use the flow of current financial resources and the modified accrual basis of accounting whereby revenues are recognized when they become both measurable and available to finance expenditures of the current period. Accrued revenues include property taxes, sales taxes and earnings on investments. The City considers property taxes and sales taxes as available if they are remitted within 60 days after year-end. Grants received before the related revenue recognition criteria have been met are reported as deferred revenues. Expenditures are recorded when the related fund liability is incurred, except that principal and interest on general long-term debt is recognized when due.

Proprietary fund types are accounted for on the flow of economic resources and use the "full" accrual basis of accounting. Generally, revenues are recognized when they are earned and become measurable; expenses are recognized when incurred, if measurable.

Encumbrance accounting, under which purchase orders, contracts and other expenditure commitments are recorded in order to reserve that portion of the applicable appropriation, is employed as an extension of formal budgetary integration in the General, Special Revenue, Debt Service, and Capital Projects Funds. Encumbrances outstanding at year-end are reported as reservations of fund balances and do not constitute expenditures or liabilities. Open encumbrances and their appropriations automatically carryover to the subsequent year. Generally, unencumbered operating appropriations of the governmental funds automatically lapse at the end of the fiscal year. Operating appropriations may be carried over to the next fiscal year with the approval of the City Council. Appropriations for CIP projects are generally carried over to the following fiscal year until the project has been completed. The carryover of a CIP appropriation does not require Council authorization.

The City prepares a Comprehensive Annual Financial Report (CAFR) which reports the status of the City's finances on the basis of Generally Accepted Accounting Practices (GAAP). In most instances, this is consistent with the way in which the City prepares its budget. There are a few exceptions:

- Capital expenditures are recorded as an asset in the Enterprise Funds of the CAFR as opposed to an expenditure in the budget.
- Depreciation is recognized as an expense in the CAFR although it is not a budgeted expenditure.
- The short-term portion of compensated absences are accrued as a liability in the City's accounting records but recognized as a budgetary expenditure only when paid.

- Unrealized investment losses or gains are reported in the City's CAFR but not budgeted as either an expenditure or revenue.
- Principal payments on long-term debt are budgeted as expenditures rather than a reduction to a liability.
- Proceeds from the sale of assets are recognized as revenue in the City's budget, without any recognition of a gain or loss.
- Expenses for Internal Services are budgeted as expenditures in the Internal Service activities and again as allocated expenditures in the City's departments. In the CAFR, the City reports only the allocated expenditure.

## **BUDGETARY CONTROL**

Budgetary control is maintained at the fund level for operating expenditures and at the project and fund levels for capital projects. Department Heads may transfer appropriations between non-salary object classifications or programs within their operating departmental budget with the approval of the Administrative Services Director. The City Manager's approval is required to transfer funds to or from salary accounts. All other transfers of appropriations, as well as any additional appropriations, require City Council approval.

## **BUDGET PERFORMANCE MONITORING AND REPORTING**

Department heads are responsible for monitoring their budgets throughout the year. Department monthly reports on budget performance are available for review via the financial system program. Periodically, staff will provide the City Manager and City Council with updates, issues and responses to any budget related questions and/or concerns. These reports may include the status of revenues, expenditures, and goals and objectives relative to the adopted budget and the status of capital projects.

## FINANCE AND BUDGET POLICIES

### DEBT MANAGEMENT POLICIES

The City of Orange has been prudent in its use of debt to finance projects and major purchases. Prior to issuing any debt, the City considers several key factors. These factors include the availability of resources to repay the debt, the current and future impact on the taxpayers, and the operations of the City.

Complete schedules detailing all debt obligations and the annual debt service requirements related to those obligations can be found in the “Debt Service” section of this document.

The City is bound by a provision in state law limiting indebtedness for cities to 15% of the assessed value of all real and personal property of the City. Based on an assessed value of \$22.8 billion, the City of Orange’s legal debt limit for 2019-2020 was \$3.4 billion. This statutory limitation applies to bonded indebtedness of the City payable from the proceeds of taxes levied on property. The City of Orange currently has no outstanding general obligation bonds.

### RESERVE AND FUNDING POLICIES

- **General Fund Contingency Reserve** – The City Council adopted a reserve policy in May 1996 designating 25% of its General Fund operating expenditures as a catastrophic contingency, which can be used in the case of a catastrophic event or severe economic downturn. The Reserve for Catastrophic Contingencies is currently \$15,667,960. This equates to about 13.5% of the adopted FY21 General Fund operating budget.
- **Water Fund Contingency Designation** – The City’s goal is to designate 25% of the City’s Water Operations Fund in order to ameliorate revenue fluctuations that result from varying weather conditions. The Water Operations Fund is projected to close the FY21 with an available fund balance of \$1.9 million, which equates to 5.1% of the Fund’s operating expenditures.
- **Vehicle Replacement Funding** – The City’s practice is to charge allocations to each department using City vehicles. The allocation includes a factor for straight-line depreciation as well as an inflation factor, designed to provide for the increasing costs of replacement vehicles. The inflation factor component is evaluated periodically and adjusted based on factors such as the age of the City’s fleet, vehicle price indexes and the Vehicle Replacement Fund’s balance. Replacement funds are accumulated in an internal service fund for the future replacement of vehicles and miscellaneous rolling stock. This fund is projected to have an ending fund balance of \$2.2 million through June 2021.

- **Computer Replacement Funding** – The City has established a policy for the replacement of computer equipment. The goal is to fund an amount sufficient to replace all computer equipment at the end of its useful life through annual allocations. Funding is accomplished through an allocation to all funds.
- **Major Building Improvement Funding** – The City established a policy to fund major building improvements. Our goal is to fund an amount sufficient to pay for these improvements on an as-needed basis through annual allocations to all programs. Initially, however, this funding is being accomplished through a transfer from the Capital Projects Fund.
- **Employee Accrued Liability Funding** – The City has established a policy to fund payouts to employees, upon termination or retirement, of accrued leave. An annual charge is made to all departmental budgets based on 2.1% of actual payroll. These funds are set aside to cover payouts of accumulated accrued leave upon the termination or retirement of employees. In addition, due to rising cost associated with employee retirement costs (CalPERS), at City Council direction, this fund also includes a reserve of \$6.2 million to cover these future costs.

## **OPERATING BUDGET POLICIES**

- The City will strive to avoid budgetary procedures that balance current expenditures at the expense of meeting future years' expenses, such as postponing expenditures, accruing future years' revenues, or rolling over short-term debt.
- Budgetary and accounting procedures will conform to Generally Accepted Accounting Principles (GAAP) for governmental agencies.
- Provisions will be made for adequate maintenance of capital plant and equipment and for their orderly replacement, within budgetary limits.
- Costs will be allocated to programs to cover administrative costs and the funding of future liabilities.
- The budget will provide for adequate funding of all retirement obligations in accordance with contractual commitments.
- The City will maintain a budgetary control system to help City staff adhere to the budget.
- The City will be held accountable for ensuring that department expenditures stay within budgeted appropriations.
- The City will periodically submit reports to the City Council comparing actual revenues and expenditures to budgeted appropriations, along with a written analysis.
- All requests for City Council action having a financial impact upon the City and/or its various funds shall be reviewed by the Administrative Services Director for approval prior to placing these requests on the Council's agenda.
- New and/or upgraded positions approved as part of the budgetary process shall be reviewed to determine the appropriateness of the assigned classification and compensation.
- The City will aggressively seek State, Federal, and other grants that may be available to the City.

- Enterprise funds will remain self-supporting for operating expenses and will receive no General Fund tax support.

## **PURCHASING POLICIES**

- Purchases will be made in accordance with all Federal, State, and municipal requirements. If there are no specific requirements, purchases will be made in the best interest of the City.
- Purchases will be made in an impartial, economical, competitive, and efficient manner.
- Purchases will be made from the lowest priced and most responsible vendor. Qualitative factors such as vendor reputation and financial condition will be considered, as well as price.
- Preference will be given to purchases of like quality to vendors who maintain a place of business within the City.

## **REVENUE POLICIES**

- The City will endeavor to maintain a diversified and stable revenue base to shelter it from short-term fluctuations in any single revenue source.
- The City will estimate City annual revenues by an objective, conservative, analytical process.
- The City will set fees and user charges for each enterprise operation at a level that fully supports the total direct and indirect costs of the activity. Indirect costs will include the cost of annual depreciation of capital assets.
- The City will calculate the full direct cost of activities supported by user fees and consider such information when establishing user charges.
- The City will strive to use non-recurring revenues only to fund non-recurring expenditures.
- The City will allocate interest earned on cash and investments of all Internal Service Funds to the General Fund to provide an additional stable revenue source to the General Fund.

## **INVESTMENT POLICIES**

- City funds will be invested in a manner that will provide foremost for the safety of principal, while meeting the cash flow needs of the City and conforming to all statutes governing the investment of City funds.
- Investments will be made within the carefully defined parameters of the Statement of Investment Policy. Designed to establish a clear understanding of the objectives, policies, and guidelines for the investment of the City's funds, and to provide guidance to investment staff, brokers, and other advisors regarding the investment of City funds, the City's investment policy is even more stringent than requirements contained in the California Government Code.

- Each year, the City undergoes an external audit of the City's investments to be sure that investments are in complete compliance with the procedures and policies mandated by the Statement of Investment Policy.
- To further ensure the safety of public funds, the City utilizes an Investment Advisory Committee (IAC), comprised of citizens from the community with demonstrated experience in investing and finance. The IAC meets quarterly and reviews the City's investments for consistency with the City's Investment Policy of safety first, followed by liquidity and return. On an annual basis, the IAC reviews the Statement of Investment Policy and makes recommendations for any changes.
- The City Manager, City Administrative Services Director, and City Treasurer will work together on the Investment Oversight Committee (IOC). The IOC reports to and submits regular compliance reports to the City Council. Three monthly "Treasurer's Reports" are submitted to the City Council within 45 days following the end of the quarter. The Treasurer's Report includes a detailed listing of the City's investments along with return and benchmarking information.

## **RISK MANAGEMENT POLICIES**

- The City is to be protected to the maximum extent feasible against loss or liability, which would affect personnel, property, finances, or the ability of the City to continue to fulfill its responsibilities to the taxpaying public.
- Risk Management is the responsibility of all City Departments and employees.
- The City's Risk Manager works cooperatively with City Departments to limit the City's exposure to risks of loss related to torts, theft, damage or destruction of assets, errors and omissions, road and walkway design hazards, vehicle accidents, and natural disasters.
- The City's Risk Manager provides training to City staff in prevention programs such as employee safety and hazard identification, and conducts ongoing risk assessments of all City facilities.
- The City maintains a Safety Committee to establish safety standards for the City and to recommend improvements in the City's overall safety program.
- The City works with groups, contractors, consultants, and other companies doing business with the City to review and accept insurance (Professional Liability and/or General Liability) and surety bonds that will protect the City in instances of loss; the City obtains indemnification and hold harmless agreements where applicable.

## Fiscal Year 2019-20 Budget Preparation Calendar

<u>December 2019</u>							<u>January 2020</u>							<u>February 2020</u>						
Su	Mo	Tu	We	Th	Fr	Sa	Su	Mo	Tu	We	Th	Fr	Sa	Su	Mo	Tu	We	Th	Fr	Sa
1	2	3	4	5	6	7				1	2	3	4							1
8	9	10	11	12	13	14	5	6	7	8	9	10	11	2	3	4	5	6	7	8
15	16	17	18	19	20	21	12	13	14	15	16	17	18	9	10	11	12	13	14	15
22	23	24	25	26	27	28	19	20	21	22	23	24	25	16	17	18	19	20	21	22
29	30	31					26	27	28	29	30	31	23	24	25	26	27	28	29	

<u>March 2020</u>							<u>April 2020</u>							<u>May 2020</u>						
Su	Mo	Tu	We	Th	Fr	Sa	Su	Mo	Tu	We	Th	Fr	Sa	Su	Mo	Tu	We	Th	Fr	Sa
1	2	3	4	5	6	7				1	2	3	4						1	2
8	9	10	11	12	13	14	5	6	7	8	9	10	11	3	4	5	6	7	8	9
15	16	17	18	19	20	21	12	13	14	15	16	17	18	10	11	12	13	14	15	16
22	23	24	25	26	27	28	19	20	21	22	23	24	25	17	18	19	20	21	22	23
29	30	31					26	27	28	29	30	24	25	26	27	28	29	30		
													31							

<u>June 2020</u>							<u>July 2020</u>							<u>August 2020</u>						
Su	Mo	Tu	We	Th	Fr	Sa	Su	Mo	Tu	We	Th	Fr	Sa	Su	Mo	Tu	We	Th	Fr	Sa
	1	2	3	4	5	6				1	2	3	4							1
7	8	9	10	11	12	13	5	6	7	8	9	10	11	2	3	4	5	6	7	8
14	15	16	17	18	19	20	12	13	14	15	16	17	18	9	10	11	12	13	14	15
21	22	23	24	25	26	27	19	20	21	22	23	24	25	16	17	18	19	20	21	22
28	29	30					26	27	28	29	30	31	23	24	25	26	27	28	29	
													30	31						

- 12/2/19 Operating and CIP Budget kickoff instructions and forms distributed
- 1/6/20 CIP Budget Due
- 1/13/20 Data entry of revenue projections to be completed by Departments
- 1/21/20 Data entry of target allowances to EDEN budget worksheets completed
- 1/23/20 Department operating budget submittals due
- 1/27/20 CIP budget meetings with Departments, City Manager and Finance
- 2/10/20 Operating budget meetings with Departments, City Manager and Finance
- 5/5/20 Council Study Session, No. 1
- 5/26/20 Council Study Session, No. 2
- 6/23/20 Council Study Session, No. 3/Continuance of City of Orange Operating Budget/Adoption of Capital Improvement Budget
- 7/1/20 Beginning of Fiscal Year 2020-2021
- 7/28/20 Presentation of Budget to Council for adoption



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## HISTORICAL SUMMARY OF REVENUES AND EXPENDITURES BY FUND TYPE

	<u>Actual 2017/18</u>	<u>Actual 2018/19</u>	<u>Estimate 2019/20</u>	<u>Budget 2020/21</u>
<b><u>REVENUES</u></b>				
General Fund	111,744,128	122,775,790	115,750,100	107,492,463
Special Revenue	20,443,102	21,155,853	23,647,911	23,033,461
Capital Projects	5,636,512	9,086,811	8,529,383	50,902,945
Enterprise	32,640,950	33,807,166	34,660,649	36,888,055
Internal Service	10,304,951	13,781,960	12,964,490	12,638,087
Redevelopment (Successor)	<u>6,326,726</u>	<u>6,210,723</u>	<u>5,851,333</u>	<u>5,720,093</u>
<b><u>Total Revenues</u></b>	<b><u>187,096,369</u></b>	<b><u>206,818,303</u></b>	<b><u>201,403,866</u></b>	<b><u>236,675,104</u></b>
<b><u>EXPENDITURES</u></b>				
General Fund	106,721,087	111,617,492	114,287,251	115,841,932
Special Revenue	29,322,031	29,684,327	28,565,332	27,701,677
Capital Projects	14,502,080	10,676,482	10,475,270	50,268,616
Enterprise	33,413,888	33,532,081	28,049,309	42,714,023
Internal Service	17,830,489	18,103,227	19,329,908	18,296,469
Redevelopment (Successor)	<u>3,606,284</u>	<u>3,190,671</u>	<u>2,016,118</u>	<u>5,610,671</u>
<b><u>Total Expenditures</u></b>	<b><u>205,395,858</u></b>	<b><u>206,804,280</u></b>	<b><u>202,723,189</u></b>	<b><u>261,381,171</u></b>

## SCHEDULE OF CHANGES IN FUND BALANCE

Fund No.	Funds	Est. Available Fund Balance 7/1/2020	Transfers In	Transfers Out	Estimated Revenues	Estimated Expenditures	Estimated Fund Balance 6/30/2021
<b>GENERAL FUNDS</b>							
100	General Operating Fund***	5,610,683	8,500,000	8,000,000	107,492,463	111,941,932	1,661,214
<b>TOTAL GENERAL FUNDS</b>		5,610,683	8,500,000	8,000,000	107,492,463	111,941,932	1,661,214
<b>SPECIAL REVENUE FUNDS</b>							
110	Building Records Management	746,867	-	-	196,965	109,757	834,075
115	Business Investment	2,612,520	-	-	11,075	2,600,000	23,595
120	Proposition 172*	(59,205)	-	-	873,889	1,152,885	(338,201)
125	Emergency Transport Program	237,468	-	-	2,778,842	3,212,605	(196,295)
130	PEG Program	151,965	-	-	272,851	418,817	5,999
140	CASp	174,059	-	-	66,589	30,000	210,648
150	O.C.P.T. Building Maintenance	81,657	-	-	15,707	9,233	88,131
220	Sanitation and Sewer	3,835,471	-	-	5,896,369	5,976,123	3,755,717
245	Air Pollution Reduction	82,138	-	-	186,065	233,152	35,051
263	Traffic Improvement - Measure M2	1,082,811	-	-	2,657,360	3,368,650	371,521
270-2	Gas Tax	449,560	-	-	3,369,235	3,798,045	20,750
274	Road Maintenance Rehabilitation Account	335,417	-	-	2,451,528	2,685,193	101,752
284-6	T.S.I.P. Areas	624,400	-	-	697,954	711,962	610,392
291	Santiago Hills Landscape District	648,105	-	-	908,161	1,413,000	143,266
293	Sycamore Crossing Landscape District	88,705	-	-	48,552	47,015	90,242
294	Del Rio Landscape Maint. District	120,809	-	-	92,004	105,033	107,780
310	C.D.B.G.	-	-	-	1,200,059	1,200,059	-
315	C.D.B.G. - Deferred Loan/Housing Rehab	313,133	-	-	2,929	-	316,062
316	Federal Rental Rehabilitation	151,627	-	-	1,394	-	153,021
317	H.O.M.E. Grant	-	-	-	461,249	461,249	-
320	California Parklands	128,507	-	-	1,182	-	129,689
350	Traffic Safety Grant	365,714	-	-	50,901	5,519	411,096
354	A.B. 3229 - COPS/State	733,156	-	-	541,142	152,407	1,121,891
355-7	Asset Seizure-Federal	2,549,935	-	-	123,702	340,330	2,333,307
358-9	RNSP	104,217	-	-	1,312	-	105,529
360	Asset Seizure-Treasury	77,283	-	-	-	20,000	57,283
916	Affordable Housing	256,334	-	-	13,645	2,542	267,437
921	Low & Moderate Income Housing	2,186,313	-	-	105,798	121,277	2,170,834
<b>TOTAL SPECIAL REVENUE FUNDS</b>		18,078,966	-	-	23,026,459	28,174,853	12,930,572
400	<b>CITY DEBT SERVICE FUND</b>	-	947,783	-	4,050	947,783	4,050
<b>CAPITAL PROJECT FUNDS</b>							
500	Capital Projects**	8,881,919	-	3,127,783	8,363	1,048,500	4,713,999
510	Park Acquisition	6,968,347	-	-	7,405,528	2,136,000	12,237,875
511	Park Acquisition - Quimby	314,910	-	-	3,507	20,000	298,417
512	El Modena Park	210,084	-	-	85,906	275,000	20,990
520	Sewer Construction	1,881,085	-	-	2,213,013	2,428,982	1,665,116
530	Drainage District	4,120	-	-	38	-	4,158
540	Old Towne Parking Facility	38,068	-	-	9,860	9,031	38,897
550	Reimbursable Capital Projects	-	-	-	39,257,403	39,257,403	-
551	County Park Grants	27,407	-	-	-	-	27,407
555	Parking in Lieu	104,007	-	-	956	-	104,963
560	Fire Facilities Fees	498,265	-	-	823,323	986,700	334,888
570	Police Facilities Fees	448,694	-	-	395,655	150,000	694,349
573	Library Facility Fees	420,251	-	-	607,073	432,000	595,324
951	City Trf: Tustin Project Taxable	139,832	-	-	11,436	-	151,268
952	City Trf: NW & SW 2003 Taxable	129,188	-	-	16,320	-	145,508
953	City Trf: NW & SW 2003 Exempt	170,401	-	-	10,266	160,000	20,667
954	City Trf: Merged 2008 Exempt	3,312,833	-	-	54,298	3,365,000	2,131
<b>TOTAL CAPITAL PROJECT FUNDS</b>		23,549,411	-	3,127,783	50,902,945	50,268,616	21,055,957
<b>ENTERPRISE FUNDS</b>							

## SCHEDULE OF CHANGES IN FUND BALANCE

Fund No.	Funds	Est. Available Fund Balance 7/1/2020	Transfers In	Transfers Out	Estimated Revenues	Estimated Expenditures	Estimated Fund Balance 6/30/2021
600	Water Utility Operations	7,727,172	-	-	36,888,055	42,714,023	1,901,204
	<b>TOTAL ENTERPRISE FUNDS</b>	7,727,172	-	-	36,888,055	42,714,023	1,901,204
<b>INTERNAL SERVICE FUNDS</b>							
710	Equipment Expense	75,120	-	-	2,870,259	2,890,968	54,411
720	Equipment Replacement	3,249,707	100,000	-	1,309,807	2,501,728	2,157,786
725	Major Building Improvements	16,933	180,000	-	-	185,818	11,115
730	Self Insurance Worker's Compensation	5,320,326	-	-	3,950,049	3,812,297	5,458,078
740	Self Insurance Liability	1,483,462	600,000	-	1,619,428	2,142,380	1,560,510
752	Self Insurance Dental	375,590	-	-	448,728	416,466	407,852
760	Employee Accrued Liability	6,488,887	-	2,100,000	1,465,324	1,689,359	4,164,852
780	Information Systems Operations	182,804	900,000	-	2,284,699	3,328,243	39,260
790	Computer Replacement	752,246	1,100,000	-	89,794	1,318,654	623,386
	<b>TOTAL INTERNAL SERVICE FUNDS</b>	17,945,075	2,880,000	2,100,000	14,038,088	18,285,913	14,477,250
<b>REDEVELOPMENT FUNDS</b>							
920	Obligation Retirement Fund	2,826,562	5,641,456	5,451,423	-	-	3,016,595
940	O.R.A. Merged Projects	2,122,011	42,820	180,566	60,588	119,003	1,925,850
987	O.R.A. Merged Debt Service	8,775,400	5,589,169	-	18,049	5,491,668	8,890,950
	<b>TOTAL REDEVELOPMENT FUNDS</b>	13,723,973	11,273,445	5,631,989	78,637	5,610,671	13,833,395
	<b>GRAND TOTAL ALL FUNDS</b>	<b>86,635,280</b>	<b>23,601,228</b>	<b>18,859,772</b>	<b>232,430,697</b>	<b>257,943,791</b>	<b>65,863,642</b>

\* Includes \$473,166 payment for interloan fund from Fund 120 to Fund 500

\*\* Includes \$473,166 revenue from Fund 120 to Fund 500

\*\*\* Include \$4.4 million transfer from Catastrophic Reserve

**SCHEDULE OF TRANSFERS**

<u>FUND</u>	<u>FROM</u>	<u>FUND</u>	<u>TO</u>	<u>DESCRIPTION</u>	<u>AMOUNT</u>
100	General Fund - Catastrophic Reserve	100	General Fund	Other Resources	4,400,000
500	Capital Projects Fund	100	General Fund	Other Resources	2,000,000
760	Accrued Liability Fund	100	General Fund	Other Resources	2,100,000
100	General Fund	720	Equipment Replacement Fund	Vehicle Replacement	1,000,000
100	General Fund	710	Vehicle Maintenance Fund	Vehicle Maintenance	500,000
100	General Fund	790	Computer Replacement Fund	Equipment Replacement	1,100,000
100	General Fund	780	Info. Technology Maint. Fund	IT Maintenance	900,000
100	General Fund	740	Liability Fund	City Liability	600,000
500	Capital Projects Fund	725	Major Bldg Improvements Fund	Infrastructure Improvements	180,000
920	SAORA Obligation Retirement	940	SAORA - Capital Projects	Pass Thru	42,820
920	SAORA Obligation Retirement	987	SAORA Merged Debt Service	Pass Thru	5,451,423
940	SAORA - Capital Projects	987	SAORA Merged Debt Service	Pass Thru	137,746
<b><u>TOTAL TRANSFERS</u></b>					<b><u>18,411,989</u></b>

## **STRATEGIC PLAN**

In January 2008, the City Council adopted a comprehensive Strategic Plan that will serve as the vision for the organization in how the City delivers services to its residents, businesses, and visitors. The plan defines the purpose of the organization, establishes realistic goals and objectives, presents a vision of success that guides the ongoing direction of the organization, and help to ensure the most effective use of City resources by focusing the resources on the key priorities.

The Strategic Plan is a guiding force in the preparation of the City's Operating and Capital Improvement Budget. Consequently, the Workplans included in the departmental section of this Budget are being used to identify the specific actions and initiatives that will be undertaken in pursuit of the Strategic Plan and its Goals and Strategies. As such, bracketed references following each Workplan delineate the specific Strategic Plan Goal and Strategy by number and letter which the work plan sustains or promotes.

### **MISSION**

The City of Orange is committed to excellent service for our residents, businesses and visitors.

### **VISION**

As an organization, the City of Orange is the leader in delivering the highest level of service to meet current and future needs of the community.

### **VALUES**

TEAMWORK  
INTEGRITY  
EXCELLENCE

## GOALS & STRATEGIES

### 1. Provide for a safe community

Strategies:

- a) Provide staffing and resources to deliver services that ensure public safety.
- b) Provide and maintain infrastructure necessary to ensure the safety of the public.
- c) Enhance the emergency management system to provide public safety during times of disaster.
- d) Assure the development of the City occurs in a fashion that maximizes public safety.
- e) Develop and implement effective community outreach services and programs to promote public safety.

### 2. Be a fiscally healthy community

Strategies:

- a) Expend fiscal resources responsibly.
- b) Analyze future fiscal needs and potential revenue opportunities.
- c) Provide appropriate reserves.
- d) Effectively manage and develop City assets.
- e) Create an environment to attract, retain and expand economic opportunities.

### 3. Enhance and promote quality of life in the community

Strategies:

- a) Refurbish, maintain, develop and/or expand public use places and spaces.
- b) Deliver high quality and safe recreational, social, environmental, educational and cultural services.
- c) Support and enhance attractive, diverse living environments.
- d) Maintain and improve multi-modal transportation throughout the City.
- e) Develop and strengthen collaborative partnerships to enhance and promote quality of life programs, projects, and services.

### 4. Provide outstanding public service

Strategies:

- a) Obtain, implement and evaluate public input into our services and programs.
- b) Provide facilities and services to meet customer expectations.
- c) Enhance technology to improve public accessibility to information and services.
- d) Foster an environment of leadership, teamwork and innovation.
- e) Attract, retain and develop quality employees.

### 5. Recognize, promote and preserve Orange's rich heritage

Strategies:

- a) Identify and develop information on areas of historic value.
- b) Expand and strengthen processes and practices related to protection and cultural resources.
- c) Increase activities, programs, and projects including partnerships with organizations sharing interest in Orange's unique history.
- d) Celebrate Orange's rich heritage.

## GENERAL FUND REVENUES

The FY 21 General Fund revenues are projected to be \$107.5 million, a decrease of \$8.3 million or 7.1% below the estimated revenue for FY 20.

### GENERAL FUND REVENUES BY SOURCE

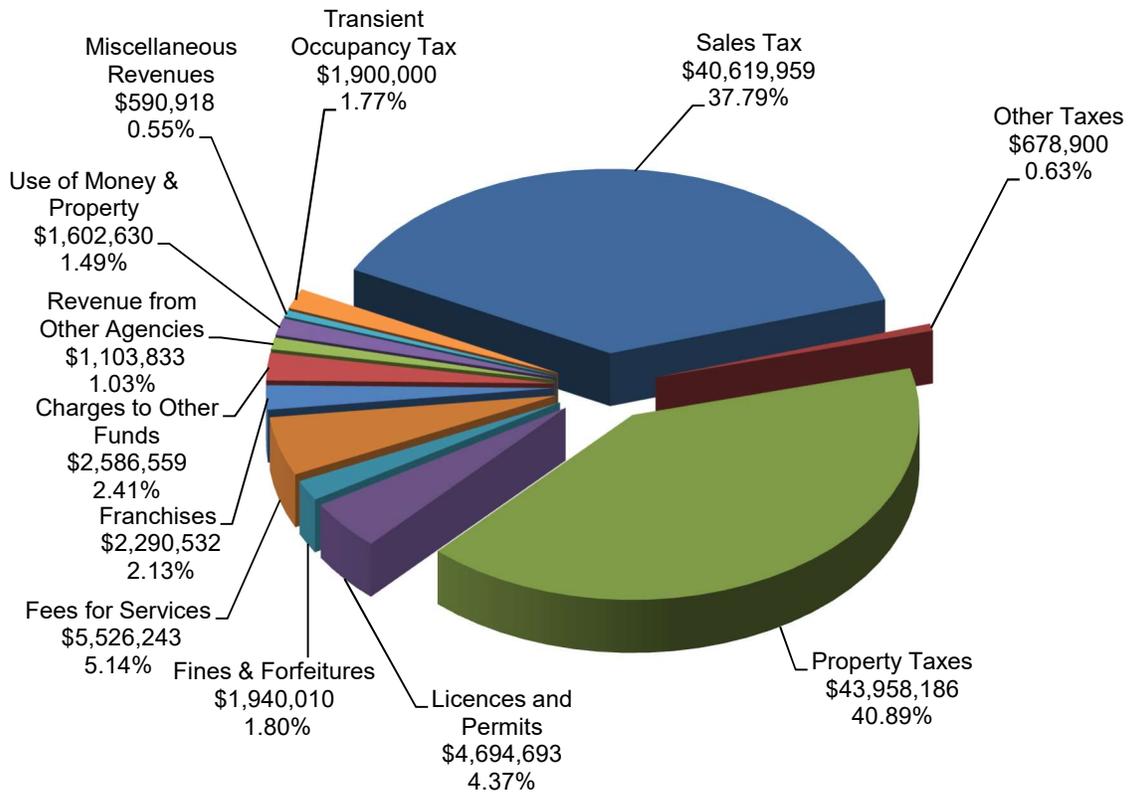
SOURCE OF REVENUE	ACTUAL 2018-19	ESTIMATE 2019-20	BUDGET 2020-21
Sales Tax	48,304,886	42,705,369	40,619,959
Property Tax	42,481,053	43,958,186	43,958,186
Transient Occupancy Tax	5,399,992	3,800,000	1,900,000
Other Taxes	751,115	730,000	678,900
Franchises	2,551,456	2,545,036	2,290,532
Licenses & Permits	5,770,360	5,264,862	4,694,693
Fines & Forfeitures	2,194,948	1,901,970	1,940,010
Use of Money & Property	2,022,642	2,003,288	1,602,630
Revenue from Other Agencies	1,983,653	2,878,769	1,103,833
Fees for Services	5,904,585	5,878,404	5,526,243
Miscellaneous Revenues	2,977,638	1,623,313	590,918
Inter-fund Revenue	<u>2,433,462</u>	<u>2,460,903</u>	<u>2,586,559</u>
<b>Total General Fund Revenue</b>	<b>122,775,790</b>	<b>115,750,100</b>	<b>107,492,463</b>

- Sales Tax** is the largest source of General Fund revenue. In FY 21, the City anticipates sales tax receipts to be \$40.6 million, a \$2.1 million (4.9%) decrease from the FY 20 estimate, with the biggest decline occurring in the fuel-service station sector. Fuel sales are expected to be \$937,000 (10.0%) lower than the FY 20 projections as commuting, travel, and tourism decline, as a result of the health crisis. In spite of COVID-19, it is expected some stores will not see a drop in sales tax, particularly big box retailers such as Target, Walmart and Best Buy. However, general retail stores, such as clothing and specialty retail, will likely have significant drops in sales as these stores struggle to attract shoppers as consumers may have changed their purchasing habits. At the Outlets at Orange, management is reporting strong foot traffic from consumers since they reopened in June. At this point, we are waiting for performance results, although we do expect that retailers there will see sales decline in comparison to the same period last year. It is likely The Outlets will be negatively impacted by the continued closure of The Disney Resort theme parks. At the Stadium Promenade, we will likely see a reduction of sales as fans are barred from sporting venues and the movie theaters are still non-operative. The automotive industry did see an uptick in sales in May and June. The question remains whether this is sustainable since it may be inferred that pent up demand during those months was a result from the stay-at-home order this past March.

Finally, one bright spot in sales tax revenue is from online sales. Largely due to COVID-19, consumers have continued to increase their spending through online retailers. As such, we anticipate County allocations for online sales will continue to trend upward at a \$405,000 (6%) increase.

- **Property Tax**, the second largest source of General Fund revenue, is estimated to be \$44.0 million for FY 21. While assessed valuation has increased, property tax revenue remains consistent with FY 20 primarily due to potential non-payments from residents who have suffered job losses and other economic hardships.
- **Transient Occupancy Tax (TOT)** is expected to be \$1.9 million, a 50% reduction from FY 20. Business and leisure travel remain at depressed levels during the pandemic. We expect TOT to recover steadily in the latter part of the fiscal year as hotels slowly resume services when COVID-19 concerns are hopefully largely diminished or removed. Again, this sector is dependent on the reopening of the Disneyland Resort and Anaheim Convention Center.
- **Fees for Services and Licenses and Permits** account for combined \$10.2 million, 9.5% of General Fund revenues, and are set by the Master Fee Schedule. With the adoption of the FY 19 budget, City Council approved a significantly updated Master Fee Schedule model. As part of the preparation of the FY 21 budget, staff has updated current charges for services based on revised time estimates and costs for delivering each service. With the proposed fees, we anticipate recovering approximately 71% of costs associated with provided services. The total revenue impact of the recommended fees represents an increase in General Fund revenue of approximately \$454,000, which has been included in the total FY 21 revenue of \$107.5 million. This increase is primarily due to higher permit and planning and inspection fees for some Building Division charges, based on the actual cost of providing the services. Increases in fees for zoning clearance reviews, fire construction permits, encroachment applications, and encroachment plan checks and inspections, also contribute to the increase in revenue. While many of the proposed fees reflect increases based on actual cost of providing services, several fee decreases reflect reduced time estimates in providing the services. Updated proposed fees for new construction, plan check, and inspection fees are also included in the recommended fees. Further, staff has reviewed the animal control and shelter charges. These fees are administered and collected by Orange County Animal Care (OCAC) to offset the City's costs. As cities are allowed to set their own fees for animal licenses and services, staff is proposing updates to animal service fees. Most notably, the fee for a dog license will increase from \$35 to \$36. The proposed fee increase will generate an additional \$20,000, bringing revenue from animal control fees to \$888,900. As the total cost for the OCAC contract is \$2.0 million, the net cost is projected at \$1.1 million.
- **Use of Money and Property** is expected to be \$1.6 million, \$401,000 (20%) below the FY 20 estimate. This projected amount accounts for a potential further decline in interest rates due to economic uncertainty caused by the pandemic.

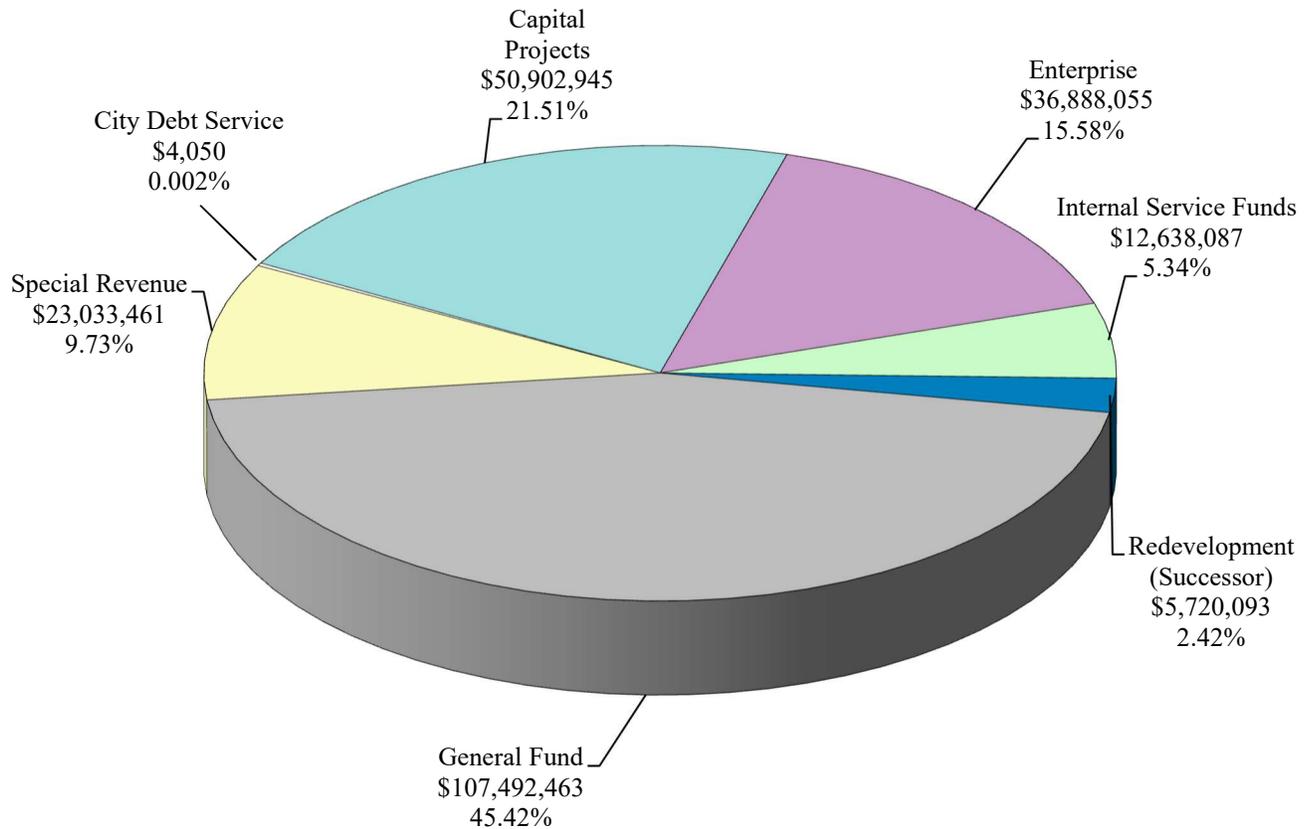
## GENERAL FUND REVENUES BY FUNDING SOURCE



## REVENUES FROM ALL FUNDS

The City anticipates an estimated \$236,679,154 will be received from all funds for FY 21. Detailed revenue schedules are included in this section listing revenues by fund, by fund category, and in detail.

### ALL FUNDS REVENUES BY CATEGORY



## HISTORICAL SCHEDULE OF REVENUE SOURCES BY FUND TYPE AND FUND

	<u>Actual</u> <u>2017/18</u>	<u>Actual</u> <u>2018/19</u>	<u>Estimate</u> <u>2019/20</u>	<u>Budget</u> <u>2020/21</u>
<b><u>GENERAL FUND</u></b>				
General Fund - 100	111,744,128	122,775,790	115,750,100	107,492,463
<b><u>Total General Fund</u></b>	<b><u>111,744,128</u></b>	<b><u>122,775,790</u></b>	<b><u>115,750,100</u></b>	<b><u>107,492,463</u></b>
<b><u>SPECIAL REVENUE FUNDS</u></b>				
Building Records and Planning Documents Fund - 110	142,509	236,239	238,771	196,965
Business Investment Fund - 115	60,267	49,873	20,540	11,075
Proposition 172 Fund - 120	991,311	1,033,565	1,005,120	873,889
Emergency Transport Program Fund - 125	2,573,977	2,575,299	2,890,491	2,778,842
1% PEG Fund - 130	285,689	273,320	270,766	272,851
CAPs Certification & Training Fund - 140	39,332	77,723	67,497	66,589
OCPT Building Maintenance Fund - 150	14,932	15,961	16,053	15,707
Sanitation and Sewer Fund - 220	5,709,945	5,863,857	5,720,884	5,896,369
Air Pollution Reduction Fund - 245	223,102	185,835	184,596	186,065
Traffic Improvement - Measure M2 Fund - 263	2,987,655	3,183,971	3,015,415	2,657,360
Gas Tax Maintenance Fund - 270	1,994,971	2,170,044	2,899,782	3,096,507
Gas Tax Construction Fund - 271	123,113	63,391	69,364	68,136
Gas Tax - Proposition 111 Fund - 272	982,774	892,031	414,382	204,592
Road Maintenance Rehabilitation Account Fund - 274	826,669	826,679	2,390,273	2,451,528
TSIP Area "B" Fund - 284	271,469	198,711	249,158	548,161
TSIP Area "C" Fund - 285	30,948	35,384	48,536	98,762
TSIP Fund - 286	3,876	192,560	15,351	51,031
Santiago Hills Lndscape Maint District Fund - 291	915,139	914,780	921,277	908,161
Sycamore Crossing Lndscape Maint District Fund - 293	48,739	48,655	49,130	48,552
Del Rio Landscape Maintenance District Fund - 294	77,347	92,456	93,847	92,004
CDBG/HOME - Funds 310-317	1,164,722	1,181,374	1,548,734	1,672,633
California Parklands - 320	1,816	2,208	2,192	1,182
Traffic Congestion Relief - 340	2,203	-	-	-
Traffic Safety Grant - 350	35,570	61,564	53,552	50,901
Federal Police Grants - 353	-	-	22,761	-
AB 3229 COPS/State Grant Fund - 354	311,132	337,333	561,832	541,142
Asset Seizure Funds - 355-357	266,041	199,856	777,353	123,702
RNSP Federal and Treasury Funds - 358-359	-	175,661	2,433	1,312
Affordable Housing - New Construction - 916	23,132	39,006	15,997	13,645
Low and Moderate Income Housing Fund - 921	334,722	228,518	81,824	105,798
<b><u>Total Special Revenue Funds</u></b>	<b><u>20,443,102</u></b>	<b><u>21,155,853</u></b>	<b><u>23,647,911</u></b>	<b><u>23,033,461</u></b>
<b><u>CITY DEBT SERVICE FUND</u></b>				
City Debt Service Fund - 400	-	-	-	4,050
<b><u>Total City Debt Service Fund</u></b>	<b><u>-</u></b>	<b><u>-</u></b>	<b><u>-</u></b>	<b><u>4,050</u></b>
<b><u>CAPITAL PROJECTS FUNDS</u></b>				
Capital Projects - 500	21,741	14,636	14,636	8,363
Park Acquisition and Development Fund - 510-511	546,084	3,983,474	4,019,511	7,409,035
El Modena Park Facilities Fund - 512	81,053	85,773	84,778	85,906
Sewer Construction Fund - 520	2,090,397	2,119,798	2,113,925	2,213,013
Storm Drain Fund - 530	58	71	71	38

## HISTORICAL SCHEDULE OF REVENUE SOURCES BY FUND TYPE AND FUND

	<u>Actual</u> <u>2017/18</u>	<u>Actual</u> <u>2018/19</u>	<u>Estimate</u> <u>2019/20</u>	<u>Budget</u> <u>2020/21</u>
<b><u>CAPITAL PROJECTS FUNDS (Cont.)</u></b>				
Old Towne Parking Facility Fund - 540	11,492	13,126	9,427	9,860
Reimbursable Capital Projects Fund - 550	2,268,742	1,695,523	1,204,773	39,257,403
Parking in Lieu Fund - 555	1,470	1,787	1,787	956
Fire Facility Fees Fund - 560	279,260	317,471	439,725	823,323
Police Facility Fees Fund - 570	97,503	154,964	192,209	395,655
Library Facility Fees - 573	44,349	283,464	277,036	607,073
ORA Housing Set-Aside Fund - 951	17,686	21,430	21,502	11,436
NW & SW Merged 2003 Taxable Bonds - 952	25,069	30,484	30,266	16,320
NW & SW Merged 2003 Tax Exempt Bonds - 953	16,450	19,741	19,039	10,266
NW & SW Merged 2008 Tax Exempt Bonds - 954	135,158	345,068	100,698	54,298
	<u><b>5,636,512</b></u>	<u><b>9,086,811</b></u>	<u><b>8,529,383</b></u>	<u><b>50,902,945</b></u>
<b><u>ENTERPRISE FUNDS</u></b>				
Water Utility Operations Fund - 600	32,640,950	33,807,166	34,660,649	36,888,055
	<u><b>32,640,950</b></u>	<u><b>33,807,166</b></u>	<u><b>34,660,649</b></u>	<u><b>36,888,055</b></u>
<b><u>INTERNAL SERVICE FUNDS</u></b>				
Equipment Expense Fund - 710	1,362,343	2,713,358	2,724,999	2,370,259
Equipment Replacement Fund - 720	413,337	906,921	474,999	409,807
Self Insurance - Worker's Compensation - 730	3,509,913	3,557,955	3,581,713	3,950,049
Self Insurance - Liability - 740	872,023	2,043,563	2,177,283	1,619,428
Self Insurance - Dental - 752	404,272	430,534	448,728	448,728
Employee Accrued Liability - 760	1,526,244	1,558,221	1,189,194	1,465,324
Information Systems Operations Fund - 780	2,141,821	2,427,449	2,237,273	2,284,699
Computer Replacement Fund - 790	74,998	143,960	130,301	89,794
	<u><b>10,304,951</b></u>	<u><b>13,781,960</b></u>	<u><b>12,964,490</b></u>	<u><b>12,638,087</b></u>
<b><u>REDEVELOPMENT (SUCCESSOR) FUNDS</u></b>				
Redevelopment Obligation Retirement Fund - 920	6,150,753	6,050,882	5,744,152	5,641,456
ORA Merged Projects - 940	129,480	124,476	76,195	60,588
ORA Merged Debt Service - 987	46,493	35,365	30,986	18,049
	<u><b>6,326,726</b></u>	<u><b>6,210,723</b></u>	<u><b>5,851,333</b></u>	<u><b>5,720,093</b></u>
<b>GRAND TOTAL</b>	<b>187,096,369</b>	<b>206,818,303</b>	<b>201,403,866</b>	<b>236,679,154</b>

## **HISTORICAL SCHEDULE OF REVENUE SOURCES BY FUND TYPE AND CATEGORY**

	<u>Actual 2017/18</u>	<u>Actual 2018/19</u>	<u>Estimate 2019/20</u>	<u>Budget 2020/21</u>
<b><u>GENERAL FUND</u></b>				
Taxes	75,192,682	83,280,502	76,868,543	72,832,033
Franchises	2,557,759	2,551,456	2,545,036	2,290,532
Licenses & Permits	4,807,460	5,770,360	5,264,862	4,694,693
Fines & Forfeitures	1,852,674	2,194,948	1,901,970	1,940,010
Use of Money & Property	1,893,948	2,022,642	2,003,288	1,602,630
Revenue from Other Agencies	14,904,499	15,640,197	17,203,781	15,428,845
Fees for Services	5,275,587	5,904,585	5,878,404	5,526,243
Miscellaneous Revenues	3,158,519	2,977,638	1,623,313	590,918
Interfund Revenue	2,101,000	2,433,462	2,460,903	2,586,559
	<u><b>111,744,128</b></u>	<u><b>122,775,790</b></u>	<u><b>115,750,100</b></u>	<u><b>107,492,463</b></u>
<b><u>SPECIAL REVENUE FUNDS</u></b>				
Taxes	4,760,282	5,000,559	4,680,785	4,375,473
Franchises	311,090	345,661	333,443	336,598
Fines & Forfeitures	70,171	66,039	40,000	40,000
Use of Money & Property	725,636	742,537	614,343	400,436
Revenue from Other Agencies	5,942,815	5,748,075	8,190,213	8,396,504
Fees for Services	7,904,017	8,338,363	8,721,679	9,087,627
Miscellaneous Revenues	729,091	914,620	1,067,448	396,823
	<u><b>20,443,102</b></u>	<u><b>21,155,853</b></u>	<u><b>23,647,911</b></u>	<u><b>23,033,461</b></u>
<b><u>CITY DEBT SERVICE FUND</u></b>				
Use of Money & Property	-	-	-	4,050
	<u><b>-</b></u>	<u><b>-</b></u>	<u><b>-</b></u>	<u><b>4,050</b></u>
<b><u>CAPITAL PROJECTS FUNDS</u></b>				
Licenses & Permits	420,598	3,924,968	3,936,250	7,163,040
Use of Money & Property	502,075	489,481	493,049	348,574
Revenue from Other Agencies	1,319,081	1,504,990	1,204,773	39,257,403
Fees for Services	2,429,079	2,749,938	2,895,311	4,133,928
Miscellaneous Revenues	965,679	417,434	-	-
	<u><b>5,636,512</b></u>	<u><b>9,086,811</b></u>	<u><b>8,529,383</b></u>	<u><b>50,902,945</b></u>

**HISTORICAL SCHEDULE OF REVENUE SOURCES**  
**BY FUND TYPE AND CATEGORY**

	<u>Actual 2017/18</u>	<u>Actual 2018/19</u>	<u>Estimate 2019/20</u>	<u>Budget 2020/21</u>
<b><u>ENTERPRISE FUNDS</u></b>				
Licenses & Permits	-	1,060	1,000	1,090
Fines & Forfeitures	173,398	236,406	262,918	141,769
Use of Money & Property	89,772	87,824	92,311	93,526
Fees for Services	23,382,605	23,918,680	25,463,000	27,410,530
Miscellaneous Revenues	83,439	283,317	9,900	9,035
Water Charges for Services	8,911,736	9,279,880	8,831,520	9,232,105
<b><u>Total Enterprise Funds</u></b>	<b><u>32,640,950</u></b>	<b><u>33,807,166</u></b>	<b><u>34,660,649</u></b>	<b><u>36,888,055</u></b>
<b><u>INTERNAL SERVICE FUNDS</u></b>				
Miscellaneous Revenues	120,062	529,443	280,365	130,000
Interfund Revenue	10,184,889	13,252,517	12,684,125	12,508,087
<b><u>Total Internal Service Funds</u></b>	<b><u>10,304,951</u></b>	<b><u>13,781,960</u></b>	<b><u>12,964,490</u></b>	<b><u>12,638,087</u></b>
<b><u>REDEVELOPMENT (SUCCESSOR) FUNDS</u></b>				
Use of Money & Property	175,468	159,336	107,181	78,637
Revenue from Other Agencies	6,150,753	6,050,882	5,744,152	5,641,456
Miscellaneous Revenues	505	505	-	-
<b><u>Total Redevelopment (Successor) Funds</u></b>	<b><u>6,326,726</u></b>	<b><u>6,210,723</u></b>	<b><u>5,851,333</u></b>	<b><u>5,720,093</u></b>
<b>GRAND TOTAL</b>	<b>187,096,369</b>	<b>206,818,303</b>	<b>201,403,866</b>	<b>236,679,154</b>

## SCHEDULE OF REVENUE SOURCES - DETAIL

### GENERAL FUND

		<u>Actual 2017/18</u>	<u>Actual 2018/19</u>	<u>Estimate 2019/20</u>	<u>Budget 2020/21</u>
<b><u>General Fund - 100</u></b>					
<b><u>Taxes</u></b>					
40111	Current Secured	21,895,650	22,964,830	23,727,878	23,727,878
40112	Current Unsecured	703,636	698,354	762,516	762,516
40113	Current Supplemental	701,721	649,370	760,441	760,441
40114	Homeowners Property Tax Relief	127,254	124,650	137,903	137,903
40115	Property Tax Increment Pass Through	456,574	518,527	494,780	494,780
40116	Property Tax - Waterfall	3,383,661	3,698,667	3,560,861	3,560,861
40121	Prior Year Secured	164,157	162,508	177,894	177,894
40122	Prior Year Unsecured	10,059	7,603	10,901	10,901
40510	Sales Tax	41,316,133	48,304,886	42,705,369	40,619,959
40610	Transient Occupancy Tax	5,475,877	5,399,684	3,799,600	1,900,000
40611	Penalties on Transient Occupancy Tax	290	308	400	-
40620	Real Property Transfer Tax	957,670	751,116	730,000	678,900
<b><u>Total Taxes</u></b>		<u>75,192,682</u>	<u>83,280,502</u>	<u>76,868,543</u>	<u>72,832,033</u>
<b><u>Franchises</u></b>					
41110	The Gas Company	255,928	251,763	253,000	227,700
41120	Southern California Edison	869,719	875,641	838,979	755,081
41130	Charter Communications/Time Warner Cable	1,006,334	1,036,668	1,051,731	946,558
41140	ATT Cable Franchise	325,149	289,254	268,488	241,639
41150/41160	Franchise - Other	100,629	98,131	132,838	119,554
<b><u>Total Franchises</u></b>		<u>2,557,759</u>	<u>2,551,456</u>	<u>2,545,036</u>	<u>2,290,532</u>
<b><u>Licenses &amp; Permits</u></b>					
42110	Business Licenses	2,850,830	3,087,300	2,900,000	2,755,000
42120	Bicycle Licenses	154	94	68	76
42210	Building Permits	910,890	1,078,480	900,000	742,668
42220	Plumbing Permits	144,985	243,953	165,000	100,053
42230	Electrical Permits	240,169	365,232	490,000	382,168
42235	Mechanical Permits	158,984	234,279	310,000	251,598
42240	Banner and Temporary Sign Permits	3,400	11,920	3,000	5,700
42260	Sewer Permits (Building)	32,753	57,097	70,000	53,200
42270	Grading Permit Issuance	2,764	2,688	1,200	1,671
42280	DWP Special Permits	40,557	50,448	40,294	38,279
42281	Outdoor Dining Permits	410	8,925	6,357	6,413
42285	Encroachment Permit Issuance	64,772	98,024	73,950	81,023
42410	Parking Permits	7,676	44,974	6,770	7,600
42420	SMDA & ERF Admin	2,023	4,310	700	950

## SCHEDULE OF REVENUE SOURCES - DETAIL GENERAL FUND

	<u>Actual 2017/18</u>	<u>Actual 2018/19</u>	<u>Estimate 2019/20</u>	<u>Budget 2020/21</u>
<b><u>Licenses &amp; Permits (Cont.)</u></b>				
42430 State SMIP Permit Fees	1,234	1,409	2,700	2,565
42435 SB 1473 Green Billing Fee - California	609	728	1,800	760
42440 Annual Fire Permit Fees	231,575	366,314	217,000	212,637
42450 Underground Tank Permit Fees	28,180	48,981	50,700	52,333
42480 User Group Maintenance Fees	85,495	65,205	25,323	-
<b><u>Total Licenses &amp; Permits</u></b>	<u>4,807,460</u>	<u>5,770,360</u>	<u>5,264,862</u>	<u>4,694,693</u>
<b><u>Fines &amp; Forfeitures</u></b>				
43110 Vehicle Code Fines	429,543	366,508	370,000	377,401
43116 Delinquent Penalties	122,959	121,804	123,600	126,071
43210 Fines - City Ordinances	1,228,915	1,640,930	1,351,000	1,378,020
43215 Penalties & Forfeitures	2,751	-	-	-
43410 Library Fines	68,506	65,706	57,370	58,518
<b><u>Total Fines &amp; Forfeitures</u></b>	<u>1,852,674</u>	<u>2,194,948</u>	<u>1,901,970</u>	<u>1,940,010</u>
<b><u>Use of Money &amp; Property</u></b>				
44110 Interest on Investments	854,887	962,648	842,041	469,313
44120 Interest on Tax Collections	21,837	28,013	23,000	20,000
44210 Rents & Concessions	932,534	941,995	1,048,984	1,021,445
44212 Cell Phone Tower Rental Revenue	84,690	89,985	89,263	91,872
<b><u>Total Interest Earnings</u></b>	<u>1,893,948</u>	<u>2,022,642</u>	<u>2,003,288</u>	<u>1,602,630</u>
<b><u>Revenue From Other Agencies</u></b>				
45150 Federal Grant Revenue	32,946	-	9,466	-
45210 State Motor Vehicle in Lieu	12,990,608	13,656,544	14,325,012	14,325,012
45290 State Grant Funds	347,415	370,800	1,537,134	111,820
45330 State Reimbursement - Mandated Costs	(8,791)	42,879	140,000	44,074
45491 County Theo Lacy Agreement	655,325	473,673	166,865	-
45492 County Waste Disposal Agreement	388,758	430,682	398,783	365,139
45495 Other Grant Revenue	48,238	165,619	83,721	40,000
45560 Private Developer - Uptown Parking	(50,000)	-	-	-
45570 Revenue from Chapman University	500,000	500,000	542,800	542,800
<b><u>Total Revenue From Other Agencies</u></b>	<u>14,904,499</u>	<u>15,640,197</u>	<u>17,203,781</u>	<u>15,428,845</u>

## SCHEDULE OF REVENUE SOURCES - DETAIL

### GENERAL FUND

	<u>Actual 2017/18</u>	<u>Actual 2018/19</u>	<u>Estimate 2019/20</u>	<u>Budget 2020/21</u>	
<b><u>Fees for Services</u></b>					
46110	Zoning Change Fees	2,492	3,000	4,200	6,365
46111	Zone Clearance (Counter Review)	45,420	44,280	40,000	60,468
46130	Development Related Services	202,198	277,309	289,550	259,744
46140	Non-deposit Based Application Fees	1,270	3,900	3,980	4,019
46150	Plan Checking Fees (Building)	501,471	427,558	275,000	630,243
46151	Security Plan Check Fees	1,974	4,870	3,000	2,850
46240	Development Agreements	-	200,000	-	-
46260	Mills Act Fees	12,900	34,260	46,000	23,750
46300	Encroachment Fee (Plan Check & Inspection)	-	235,200	203,100	207,649
46310	Plan Check Supplemental	67,358	17,134	15,000	14,250
46315	Plan Check & Inspection Fees - New Construction	-	-	43,000	95,000
46320	Inspection Supplemental	172,142	81,690	58,000	55,100
46485	EV Charge Station Revenue	6,563	9,079	5,730	6,650
46520	Aquatics	90,842	101,202	108,000	102,790
46530	Adult & Youth Sports	162,549	172,476	137,545	154,755
46531	Summer Playground - Recreation Activities	96,522	147,188	171,000	163,115
46540	Recreation Classes	383,042	333,044	296,600	321,100
46621	Massage Processing Fee	1,540	1,316	830	865
46622	ABC License Fee	16,070	-	-	-
46630	Alarm Services	-	-	151	287
46670	Police Tow Release Charge	31,160	146,460	135,470	128,697
46671	Private Property Impound Fees	31,136	25,528	32,000	30,400
46690	False Alarms	96,879	84,531	90,000	85,500
46695	Firearms Inspections	-	692	1,805	1,715
46711	Paramedic Enrollment	411,577	406,144	420,000	399,000
46712	Paramedic Direct Fees	1,327,060	1,308,195	1,443,000	1,370,850
46713	Medical Supplies Charges	151,664	149,508	187,748	178,361
46715	IGT Reimbursement for Transport Fees	333,657	472,145	478,483	-
46718	Paramedic Commission Contra Rev FY21	-	-	-	(60,419)
46720	Plan Review-Construction Inspection	116,961	169,400	407,000	336,102
46730	Safety/Hazard Permits	2,960	6,958	4,000	3,800
46740	Reports- Basic and Redacted	105,828	15,194	7,800	7,410
46741	Purge/Notification Letter	-	1,299	810	770
46742	Reports - Basic	-	43,564	50,000	47,500
46743	Reports - Extensive	-	-	328	156
46744	Reports - Redacted	-	410	205	195
46745	OPM/3rd Party Background Checks	-	1,647	1,080	1,026
46746	U-Visa Nonimmigrant Status Certification	-	-	1,215	-
46760	Fire Investigations (Restitution)	-	(1,270)	500	950
46772	Hazardous Materials Disclosure	171,421	209,327	227,000	233,093
46790	Other Fire Services	-	1,382	1,072	950
46810	Non-Compliance Fee	49,011	39,323	50,000	38,000

## SCHEDULE OF REVENUE SOURCES - DETAIL GENERAL FUND

	<u>Actual 2017/18</u>	<u>Actual 2018/19</u>	<u>Estimate 2019/20</u>	<u>Budget 2020/21</u>	
<b><u>Fees for Services (Cont.)</u></b>					
46820	New Processing Fee	165,335	235,571	200,000	190,000
46830	Renewal Processing Fee	386,161	321,179	300,000	285,000
46911	Library Local History Fees	1,295	1,014	41	-
46920	Witness Fees	10,651	6,302	5,656	6,171
46930	Filing & Certification Fees	-	105	150	95
46935	Passport Processing Fee	74,430	94,315	76,670	76,386
46936	Passport Photo Fee	20,810	24,840	22,300	22,221
46940	Plans & Specification Charges	2,812	2,856	-	-
46955	Other Charges for Services	20,426	24,397	10,033	10,611
46956	Citation Validation	-	4,617	6,318	6,002
46957	Civil Subpeona	-	1,152	975	1,382
46958	Digital Media Copies	-	6,363	6,624	6,065
46959	Fingerprints/Livescan	-	1,178	1,054	1,001
46960	Immigration Clearance Letter	-	810	1,080	1,026
46961	Tow Truck Driver ID Fee	-	693	1,820	1,915
46961	Tow Truck Driver ID Fee - Renewal	-	1,080	-	-
46963	Vehicle ID Verification	-	949	470	555
46964	Vehicle Repossession	-	3,220	5,010	4,760
	<b><u>Total Fees for Services</u></b>	<u>5,275,587</u>	<u>5,904,585</u>	<u>5,878,404</u>	<u>5,526,243</u>
<b><u>Miscellaneous Revenue</u></b>					
48130	Sale of Junk & Waste	3,999	1,617	120	120
48140	Sale of Maps, Documents, Copies	24,552	22,745	18,565	19,100
48210	Expense Reimbursements	499,419	537,060	258,441	193,298
48211	Retirement Expense Reimbursement	-	2,550	1,007	-
48212	Reimbursement from O.E.S.	2,097,690	1,740,698	768,377	-
48221	Reimbursement - P.O.S.T. Salaries	60,092	68,719	80,000	25,000
48222	Reimbursement-DOJ Live Scan Fee	-	2,977	3,000	3,000
48250	Reimbursement - Street Fair	196,575	256,199	300,000	300,000
48265	Reimbursement - Postage	1,577	579	250	300
48270	Reimb-Other-OCFA USAR Training	-	4,058	-	-
48280	Reimbursement - Assess Dist Admin	6,945	6,622	-	-
48350	Cash Overages/Shortages	(42)	(30)	3	-
48363	Restitution	4,909	2,564	3,000	3,000
48365	Miscellaneous Rebates	15,521	14,752	15,000	14,000
48380	Other Miscellaneous Revenue	20,237	21,970	15,464	14,100
48382	Library Pre-Paid Card	20,954	18,849	16,555	19,000
48390	Donations	201,897	271,962	142,483	-
48420	Filming Productions	4,194	3,746	1,048	-
	<b><u>Total Miscellaneous Revenue</u></b>	<u>3,158,519</u>	<u>2,977,638</u>	<u>1,623,313</u>	<u>590,918</u>

**SCHEDULE OF REVENUE SOURCES - DETAIL**  
**GENERAL FUND**

	<u>Actual 2017/18</u>	<u>Actual 2018/19</u>	<u>Estimate 2019/20</u>	<u>Budget 2020/21</u>
<b><u>Interfund Revenue</u></b>				
49031 G & A Admin - G.O. Funds	2,101,000	2,433,462	2,460,903	2,586,559
<b><u>Total Interfund Revenue</u></b>	<u>2,101,000</u>	<u>2,433,462</u>	<u>2,460,903</u>	<u>2,586,559</u>
<b><u>TOTAL GENERAL FUND</u></b>	<b>111,744,128</b>	<b>122,775,790</b>	<b>115,750,100</b>	<b>107,492,463</b>

## SCHEDULE OF REVENUE SOURCES - DETAIL SPECIAL REVENUE FUNDS

	<u>Actual 2017/18</u>	<u>Actual 2018/19</u>	<u>Estimate 2019/20</u>	<u>Budget 2020/21</u>
<b><u>Building Records and Planning Documents Fund - 110</u></b>				
44110 Interest on Investments	7,857	11,820	14,771	7,965
46120 Technology Fee	-	50,648	142,000	114,000
48170 Building Records Mgt. Fee	63,315	95,843	-	-
48282 General Plan Amendment Update Surcharge	71,337	77,928	82,000	75,000
<b><u>Total Building Records Mgt.</u></b>	<u>142,509</u>	<u>236,239</u>	<u>238,771</u>	<u>196,965</u>
<b><u>Business Investment Fund - 115</u></b>				
44110 Interest on Investments	60,267	49,873	20,540	11,075
<b><u>Total Business Investment</u></b>	<u>60,267</u>	<u>49,873</u>	<u>20,540</u>	<u>11,075</u>
<b><u>Proposition 172 Fund - 120</u></b>				
40510 Sales Tax	986,154	1,030,688	1,001,989	872,200
44110 Interest on Investments	5,157	2,877	3,131	1,689
<b><u>Total Proposition 172</u></b>	<u>991,311</u>	<u>1,033,565</u>	<u>1,005,120</u>	<u>873,889</u>
<b><u>EMT Transport Fund - 125</u></b>				
44110 Interest on Investments	17,310	13,521	6,829	3,682
45290 GEMT - Fire Ground Emergency Medical Transport	243,792	133,001	115,000	115,000
46716 QAF Reimbursement for Transport Fees	-	148,557	200,000	200,000
46780 EMT Transportation	2,312,875	2,279,997	2,567,700	2,560,000
46718 Paramedic Commission Contra Rev FY21	-	-	-	(99,840)
48210 Expense Reimbursements	-	224	962	-
<b><u>Total EMT Transport</u></b>	<u>2,573,977</u>	<u>2,575,299</u>	<u>2,890,491</u>	<u>2,778,842</u>
<b><u>1% PEG Fund - 130</u></b>				
41160 PEG from Cable Franchises	271,869	269,975	268,443	271,598
44110 Interest on Investments	13,820	3,345	2,323	1,253
<b><u>Total PEG</u></b>	<u>285,689</u>	<u>273,320</u>	<u>270,766</u>	<u>272,851</u>
<b><u>CAPs Certification &amp; Training Fund - 140</u></b>				
42421 CAPs Funds for ADA Training	39,221	75,686	65,000	65,000
44110 Interest on Investments	111	2,037	2,497	1,589
<b><u>Total CAPs Certification &amp; Training</u></b>	<u>39,332</u>	<u>77,723</u>	<u>67,497</u>	<u>66,589</u>
<b><u>OCPT Building Maintenance Fund - 150</u></b>				
44110 Interest on Investments	1,432	1,961	2,053	1,107
44210 Rents & Concessions	13,500	14,000	14,000	14,600
<b><u>Total OCPT Building Maintenance</u></b>	<u>14,932</u>	<u>15,961</u>	<u>16,053</u>	<u>15,707</u>

## SCHEDULE OF REVENUE SOURCES - DETAIL SPECIAL REVENUE FUNDS

	<u>Actual 2017/18</u>	<u>Actual 2018/19</u>	<u>Estimate 2019/20</u>	<u>Budget 2020/21</u>
<b><u>Sanitation and Sewer Fund - 220</u></b>				
43116 Delinquent Penalty	70,171	66,039	40,000	40,000
44110 Interest on Investments	46,678	63,628	70,608	38,073
45290 State Grant Funds	108,418	73,888	-	-
4613x Development Related Services	26,834	28,260	5,500	22,000
46480 Stormwater/Environmental Compliance	253,368	-	-	-
46481 Street Sweeping	259,419	-	-	-
46482 Tree Trimming	887,909	893,832	864,000	864,000
46483 Sewer Maintenance	3,891,274	4,586,551	4,643,240	4,832,760
46484 Sewer Cap/ Infrastrc fee	-	2,067	-	-
46560 Street Tree Removal/Planting	14,711	2,725	-	-
46940 Plans & Specification Charges	30	-	-	-
46965 Establishment Fee	15,027	17,534	12,000	14,000
48210 Expense Reimbursements	50,570	43,797	-	-
48311 Bus Shelter Advertising	85,536	85,536	85,536	85,536
<b><u>Total Sanitation &amp; Sewer</u></b>	<b><u>5,709,945</u></b>	<b><u>5,863,857</u></b>	<b><u>5,720,884</u></b>	<b><u>5,896,369</u></b>
<b><u>SB2766 Air Pollution Reduction Fund - 245</u></b>				
44110 Interest on Investments	2,086	1,715	1,696	915
45530 Revenue from Other Public Agencies	221,016	184,120	182,900	185,150
<b><u>Total SB2766 Air Pollution Reduction</u></b>	<b><u>223,102</u></b>	<b><u>185,835</u></b>	<b><u>184,596</u></b>	<b><u>186,065</u></b>
<b><u>Measure M2 Traffic Improvement Fund - 263</u></b>				
40520 Measure M Tax	2,779,864	2,964,925	2,667,170	2,491,137
44110 Interest on Investments	59,316	54,405	53,900	29,063
44210 Rents & Concessions	21,000	21,900	18,000	21,000
45495 Other Grant	127,310	135,970	120,743	116,160
46940 Plans & Specification Charges	165	-	155,602	-
48210 Expense Reimbursements	-	6,770	-	-
<b><u>Total Measure M2 Traffic Improvement</u></b>	<b><u>2,987,655</u></b>	<b><u>3,183,971</u></b>	<b><u>3,015,415</u></b>	<b><u>2,657,360</u></b>
<b><u>Special Gas Tax Maintenance Fund - 270</u></b>				
44110 Interest on Investments	2,751	2,836	27	15
45220 State Gas Tax	412,841	428,360	625,345	649,277
45221 State Gas Tax 2106	386,708	454,479	402,116	420,261
45222 State Gas Tax 2107	616,885	768,886	816,774	816,774
45223 State Gas Tax 2107.5	10,000	10,000	10,000	10,000
45224 Prop 42 Replacement Gas Tax 7360	548,629	474,225	1,042,520	1,197,180
46130 Development Related Services	66	-	-	-
48210 Expense Reimbursements	17,091	31,258	3,000	3,000
<b><u>Total Special Gas Tax Maintenance</u></b>	<b><u>1,994,971</u></b>	<b><u>2,170,044</u></b>	<b><u>2,899,782</u></b>	<b><u>3,096,507</u></b>

## SCHEDULE OF REVENUE SOURCES - DETAIL SPECIAL REVENUE FUNDS

		<u>Actual 2017/18</u>	<u>Actual 2018/19</u>	<u>Estimate 2019/20</u>	<u>Budget 2020/21</u>
<b><u>Special Gas Tax Construction Fund - 271</u></b>					
44110	Interest on Investments	3,113	3,391	2,666	1,438
45221	State Gas Tax 2106	120,000	60,000	66,698	66,698
<b><u>Total Special Gas Tax Construction</u></b>		<u>123,113</u>	<u>63,391</u>	<u>69,364</u>	<u>68,136</u>
<b><u>Proposition 111 Fund - 272</u></b>					
44110	Interest on Investments	30,862	33,231	29,838	16,089
44210	Rents & Concessions	61,833	61,129	40,500	-
45220	State Gas Tax	511,838	510,557	257,307	101,766
45222	State Gas Tax 2107	378,091	210,587	86,737	86,737
46940	Plans & Specification Charges	150	-	-	-
48210	Expense Reimbursements	-	76,527	-	-
<b><u>Total Proposition 111</u></b>		<u>982,774</u>	<u>892,031</u>	<u>414,382</u>	<u>204,592</u>
<b><u>Road Maintenance Rehabilitation Account Fund - 274</u></b>					
44110	Interest on Investments	1,163	1,163	30,293	16,335
45220	State Gas Tax	825,506	825,506	2,359,980	2,435,193
48380	Other Miscellaneous Revenue	-	10	-	-
<b><u>Total Road Maintenance Rehabilitation Account</u></b>		<u>826,669</u>	<u>826,679</u>	<u>2,390,273</u>	<u>2,451,528</u>
<b><u>TSIP Area B Fund - 284</u></b>					
44110	Interest on Investments	90,194	96,228	81,269	43,821
45150	State Revenue - Other	85	-	-	-
46360	TSIP Fees	181,190	102,483	167,889	504,340
<b><u>Total TSIP Area B</u></b>		<u>271,469</u>	<u>198,711</u>	<u>249,158</u>	<u>548,161</u>
<b><u>TSIP Area C Fund - 285</u></b>					
44110	Interest on Investments	2,004	2,792	2,648	1,775
46360	TSIP Fees	28,944	32,592	45,888	96,987
<b><u>Total TSIP Area C</u></b>		<u>30,948</u>	<u>35,384</u>	<u>48,536</u>	<u>98,762</u>
<b><u>TSIP Fund - 286</u></b>					
44110	Interest on Investments	3,771	5,199	3,291	5,451
46360	TSIP Fees	105	187,361	12,060	45,580
<b><u>Total TSIP</u></b>		<u>3,876</u>	<u>192,560</u>	<u>15,351</u>	<u>51,031</u>

## SCHEDULE OF REVENUE SOURCES - DETAIL SPECIAL REVENUE FUNDS

	<u>Actual 2017/18</u>	<u>Actual 2018/19</u>	<u>Estimate 2019/20</u>	<u>Budget 2020/21</u>
<b><u>Santiago Hills Landscape Maintenance District Fund - 291</u></b>				
40350 Irvine Landscape & Lighting District	532,731	530,780	533,651	533,651
40360 Assessment 15-1 Landscape Maintenance	340,416	339,418	341,358	341,358
44110 Interest on Investments	10,552	12,901	14,586	7,865
48230 Reimbursement - Landscape Maintenance	31,440	31,681	31,682	25,287
<b><u>Total Santiago Hills LMD</u></b>	<b><u>915,139</u></b>	<b><u>914,780</u></b>	<b><u>921,277</u></b>	<b><u>908,161</u></b>
<b><u>Sycamore Crossing Landscape Maintenance District Fund - 293</u></b>				
40330 Assessments - Landscape	47,792	47,298	47,877	47,877
44110 Interest on Investments	947	1,357	1,253	675
<b><u>Total Sycamore Crossing LMD</u></b>	<b><u>48,739</u></b>	<b><u>48,655</u></b>	<b><u>49,130</u></b>	<b><u>48,552</u></b>
<b><u>Del Rio CFD 06-01 Fund - 294</u></b>				
40330 Assessments - Landscape	73,325	87,450	88,740	89,250
44110 Interest on Investments	4,022	5,006	5,107	2,754
<b><u>Total Del Rio CFD 06-01</u></b>	<b><u>77,347</u></b>	<b><u>92,456</u></b>	<b><u>93,847</u></b>	<b><u>92,004</u></b>
<b><u>Community Development Block Grant Fund - 310</u></b>				
45120 Federal HUD Grants	1,101,337	1,122,989	1,100,000	1,200,059
<b><u>Total Community Development Block Grant</u></b>	<b><u>1,101,337</u></b>	<b><u>1,122,989</u></b>	<b><u>1,100,000</u></b>	<b><u>1,200,059</u></b>
<b><u>CDBG - Housing Rehab/Loans Fund - 315</u></b>				
44010 Principal & Revenue Abatements	(28,993)	(32,895)	(31,317)	-
44100 Principal Repayments	24,976	32,895	31,317	-
44110 Interest on Investments	4,017	-	5,431	2,929
44151 Interest - Deferred Loans	10,176	-	-	-
<b><u>Total CDBG Housing Rehab/Loans</u></b>	<b><u>10,176</u></b>	<b><u>-</u></b>	<b><u>5,431</u></b>	<b><u>2,929</u></b>
<b><u>Federal Rental Rehabilitation Fund - 316</u></b>				
44110 Interest on Investments	2,142	2,605	2,605	1,394
<b><u>Total Federal Rental Rehabilitation</u></b>	<b><u>2,142</u></b>	<b><u>2,605</u></b>	<b><u>2,605</u></b>	<b><u>1,394</u></b>

## SCHEDULE OF REVENUE SOURCES - DETAIL SPECIAL REVENUE FUNDS

		<u>Actual 2017/18</u>	<u>Actual 2018/19</u>	<u>Estimate 2019/20</u>	<u>Budget 2020/21</u>
<b>HOME Fund - 317</b>					
44010	Principal & Revenue Abatements	(16,533)	(22,020)	(11,793)	(11,793)
44100	Principal Repayments	16,533	22,020	11,793	11,793
44110	Interest on Investments	4,217	5,883	6,088	3,283
44151	Interest - Deferred Loans	17,888	18,859	3,719	3,719
45120	Federal HUD Grants	28,962	31,038	430,891	461,249
<b>Total HOME</b>		<u>51,067</u>	<u>55,780</u>	<u>440,698</u>	<u>468,251</u>
<b>California Parklands Fund - 320</b>					
44110	Interest on Investments	1,816	2,208	2,192	1,182
<b>Total State SB821 Grant</b>		<u>1,816</u>	<u>2,208</u>	<u>2,192</u>	<u>1,182</u>
<b>Traffic Congestion Relief Fund - 340</b>					
44110	Interest on Investments	2,203	-	-	-
<b>Total Traffic Congestion Relief</b>		<u>2,203</u>	<u>-</u>	<u>-</u>	<u>-</u>
<b>Traffic Safety Grant Fund - 350</b>					
44110	Interest on Investments	3,620	5,160	5,752	3,101
46670	Police Tow Release Charge	31,950	56,404	47,800	47,800
<b>Total Traffic Safety Grant</b>		<u>35,570</u>	<u>61,564</u>	<u>53,552</u>	<u>50,901</u>
<b>Federal Police Grants Fund - 353</b>					
45150	State Revenue - Other	-	-	22,761	-
<b>Total Federal Police Grants</b>		<u>-</u>	<u>-</u>	<u>22,761</u>	<u>-</u>
<b>AB 3229 COPS Fund - 354</b>					
44110	Interest on Investments	9,735	12,864	11,391	6,142
45320	State Revenue-Other	301,397	324,470	550,441	535,000
<b>Total AB 3229 COPS</b>		<u>311,132</u>	<u>337,333</u>	<u>561,832</u>	<u>541,142</u>
<b>Asset Seizure - Federal Fund - 355</b>					
44110	Interest on Investments	45,768	51,745	48,955	26,397
4841x	Revenue from Asset Seizure	202,595	105,944	693,268	65,000
<b>Total Asset Seizure - Federal</b>		<u>248,363</u>	<u>157,689</u>	<u>742,223</u>	<u>91,397</u>

## SCHEDULE OF REVENUE SOURCES - DETAIL SPECIAL REVENUE FUNDS

		<u>Actual 2017/18</u>	<u>Actual 2018/19</u>	<u>Estimate 2019/20</u>	<u>Budget 2020/21</u>
<b><u>Asset Seizure - State (85%) Fund - 356</u></b>					
44110	Interest on Investments	1,803	2,476	2,797	1,508
4841x	Revenue from Asset Seizure	11,226	30,901	25,000	25,000
<b><u>Total Asset Seizure - State (85%)</u></b>		<u>13,029</u>	<u>33,377</u>	<u>27,797</u>	<u>26,508</u>
<b><u>Asset Seizure - State (15%) Fund - 357</u></b>					
44110	Interest on Investments	2,668	3,337	3,333	1,797
48410	Revenue from Asset Seizure	1,981	5,453	4,000	4,000
<b><u>Total Asset Seizure - State (15%)</u></b>		<u>4,649</u>	<u>8,790</u>	<u>7,333</u>	<u>5,797</u>
<b><u>RNSP Federal Fund - 358</u></b>					
44110	Interest on Investments	-	543	2,415	1,302
48410	Revenue from Asset Seizure	-	169,312	-	-
<b><u>Total RNSP Federal</u></b>		<u>-</u>	<u>169,855</u>	<u>2,415</u>	<u>1,302</u>
<b><u>RNSP Treasury Fund - 359</u></b>					
44110	Interest on Investments	-	18	18	10
48410	Revenue from Asset Seizure	-	5,788	-	-
<b><u>Total RNSP Federal</u></b>		<u>-</u>	<u>5,806</u>	<u>18</u>	<u>10</u>
<b><u>Affordable Housing - New Construction Fund - 916</u></b>					
44110	Interest on Investments	3,572	4,896	5,104	2,752
44151	Interest - Deferred Loans	19,560	34,110	10,893	10,893
<b><u>Total Affordable Housing - New Construction</u></b>		<u>23,132</u>	<u>39,006</u>	<u>15,997</u>	<u>13,645</u>
<b><u>Low and Moderate Income Housing Asset Fund - 921</u></b>					
44010	Loan Principal Abatement	(39,745)	(69,938)	(20,714)	(39,811)
44100	Principal Repayments	39,745	69,938	(20,714)	39,811
44110	Interest on Investments	28,796	35,894	37,879	20,425
44151	Interest - Deferred Loans	111,926	95,624	85,373	85,373
48510	Revenue from Deferred Promissory Note	194,000	97,000	-	-
<b><u>Total Low and Moderate Income Housing Asset</u></b>		<u>334,722</u>	<u>228,518</u>	<u>81,824</u>	<u>105,798</u>
<b><u>TOTAL SPECIAL REVENUE FUNDS</u></b>		<b><u>20,443,102</u></b>	<b><u>21,155,853</u></b>	<b><u>23,647,911</u></b>	<b><u>23,033,461</u></b>

**SCHEDULE OF REVENUE SOURCES - DETAIL**  
**CITY DEBT SERVICE FUND**

	<u>Actual 2017/18</u>	<u>Actual 2018/19</u>	<u>Estimate 2019/20</u>	<u>Budget 2020/21</u>
<b><u>City Debt Service Fund - 400</u></b>				
44130 Interest On Deposits With Fiscal Agents	-	-	-	4,050
<b><u>Total City Debt Service</u></b>	-	-	-	4,050
<b><u>TOTAL CITY DEBT SERVICE FUND</u></b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>4,050</b>

## SCHEDULE OF REVENUE SOURCES - DETAIL CAPITAL PROJECTS FUNDS

		<u>Actual</u> <u>2017/18</u>	<u>Actual</u> <u>2018/19</u>	<u>Estimate</u> <u>2019/20</u>	<u>Budget</u> <u>2020/21</u>
<b><u>Capital Projects Fund - 500</u></b>					
44140	Interfund Loans - 800 MHz	17,741	14,636	14,636	8,363
48390	Donations	4,000	-	-	-
<b><u>Total Capital Projects</u></b>		<u>21,741</u>	<u>14,636</u>	<u>14,636</u>	<u>8,363</u>
<b><u>Park Acquisition (Infill) Fund - 510</u></b>					
42290	Park Acquisition Fees	317,590	3,797,368	3,456,082	7,156,040
44110	Interest on Investments	115,089	57,777	82,186	74,165
46250	Admin Fee	-	-	-	175,323
48210	Expense Reimbursements	11,275	3,500	-	-
<b><u>Total Park Acquisition &amp; Development</u></b>		<u>443,954</u>	<u>3,858,645</u>	<u>3,538,268</u>	<u>7,405,528</u>
<b><u>Park Acquisition &amp; Development (Quimby) Fund - 511</u></b>					
42290	Park Acquisition Fees	95,928	119,910	476,168	-
44110	Interest on Investments	5,459	4,919	5,075	3,507
48210	Expense Reimbursements	743	-	-	-
<b><u>Total Park Acquisition &amp; Develop (Quimby)</u></b>		<u>102,130</u>	<u>124,829</u>	<u>481,243</u>	<u>3,507</u>
<b><u>El Modena Park Facilities Fund - 512</u></b>					
44110	Interest on Investments	5,415	7,892	7,422	4,724
44212	Cell Phone Tower Rent Revenue	75,638	77,881	77,356	81,182
<b><u>Total El Modena Park Facilities Fund</u></b>		<u>81,053</u>	<u>85,773</u>	<u>84,778</u>	<u>85,906</u>
<b><u>Sewer Construction Fund - 520</u></b>					
44110	Interest on Investments	13,447	49,302	41,925	36,533
46430	Frontage Charges - Sewer	410,720	10,350	10,000	10,000
46484	Sewer Maintenance-Capital	1,666,230	2,060,146	2,062,000	2,166,480
<b><u>Total Sewer Construction</u></b>		<u>2,090,397</u>	<u>2,119,798</u>	<u>2,113,925</u>	<u>2,213,013</u>
<b><u>Storm Drain Fund - 530</u></b>					
44110	Interest on Investments	58	71	71	38
<b><u>Total Storm Drain</u></b>		<u>58</u>	<u>71</u>	<u>71</u>	<u>38</u>
<b><u>Old Towne Parking Facility Fund - 540</u></b>					
42410	Parking Permits	7,080	7,690	4,000	7,000
44110	Interest on Investments	4,412	5,436	5,427	2,860
<b><u>Total Old Towne Parking Facility</u></b>		<u>11,492</u>	<u>13,126</u>	<u>9,427</u>	<u>9,860</u>

## SCHEDULE OF REVENUE SOURCES - DETAIL CAPITAL PROJECTS FUNDS

		<u>Actual</u> <u>2017/18</u>	<u>Actual</u> <u>2018/19</u>	<u>Estimate</u> <u>2019/20</u>	<u>Budget</u> <u>2020/21</u>
<b><u>Capital Projects Grant Fund - 550</u></b>					
45150	Federal Grant Revenue	(9,942)	545,527	545,526	-
45290	State Grant Revenue	-	32,716	32,716	-
45320	State Revenue - Other	11,903	94,053	82,286	-
45460	County Grants	453,359	583,749	124,453	39,257,403
45490	County Revenue Other	863,761	(248,605)	122,242	-
45495	Other Grant Revenue	-	288,594	288,594	-
45560	Revenue from Private Developers	-	208,956	8,956	-
48210	Expense Reimbursements	12,928	-	-	-
48365	Misc Rebates-LED Street Light Conversion	378,060	190,533	-	-
48380	Miscellaneous Revenue	555,703	-	-	-
48390	Donations	2,970	-	-	-
<b><u>Total Capital Projects Grant</u></b>		<u>2,268,742</u>	<u>1,695,523</u>	<u>1,204,773</u>	<u>39,257,403</u>
<b><u>Parking-in-Lieu Fund - 555</u></b>					
44110	Interest on Investments	1,470	1,787	1,787	956
<b><u>Total Parking-in-Lieu</u></b>		<u>1,470</u>	<u>1,787</u>	<u>1,787</u>	<u>956</u>
<b><u>Fire Facility Fees Fund - 560</u></b>					
44110	Interest on Investments	51,958	57,617	66,877	30,780
46250	Admin Fee	-	-	-	18,953
46701	Fire Facilities & Equipment	227,302	259,854	372,848	773,590
<b><u>Total Fire Facility Fees Fund - 560</u></b>		<u>279,260</u>	<u>317,471</u>	<u>439,725</u>	<u>823,323</u>
<b><u>Police Facility Fees Fund - 570</u></b>					
44110	Interest on Investments	6,306	8,535	8,541	5,581
46250	Admin Fee	-	-	-	9,328
46610	Police Facility Fees	91,197	146,429	183,668	380,746
<b><u>Total Police Facility Fees</u></b>		<u>97,503</u>	<u>154,964</u>	<u>192,209</u>	<u>395,655</u>
<b><u>Library Facility Fees Fund - 573</u></b>					
44110	Interest on Investments	10,719	10,305	10,241	7,565
46250	Admin Fee	-	-	-	14,337
46510	Library Impact Fees	33,630	273,159	266,795	585,171
<b><u>Total Library Facility Fees</u></b>		<u>44,349</u>	<u>283,464</u>	<u>277,036</u>	<u>607,073</u>

**SCHEDULE OF REVENUE SOURCES - DETAIL**  
**CAPITAL PROJECTS FUNDS**

	<u>Actual</u> <u>2017/18</u>	<u>Actual</u> <u>2018/19</u>	<u>Estimate</u> <u>2019/20</u>	<u>Budget</u> <u>2020/21</u>
<b><u>Tustin Project Taxable Bonds - 951</u></b>				
44110 Interest on Investments	17,686	21,430	21,502	11,436
<b><u>Total Tustin Project 1990 Taxable Notes</u></b>	<u>17,686</u>	<u>21,430</u>	<u>21,502</u>	<u>11,436</u>
<b><u>NW &amp; SW Merged 2003 Taxable Bonds Fund - 952</u></b>				
44110 Interest on Investments	25,069	30,484	30,266	16,320
<b><u>Total NW &amp; SW Merged 2003 Taxable Bonds</u></b>	<u>25,069</u>	<u>30,484</u>	<u>30,266</u>	<u>16,320</u>
<b><u>NW &amp; SW Merged 2003 Tax Exempt Bonds Fund - 953</u></b>				
44110 Interest on Investments	16,450	19,741	19,039	10,266
<b><u>Total NW &amp; SW Merged Tax Exempt Bonds</u></b>	<u>16,450</u>	<u>19,741</u>	<u>19,039</u>	<u>10,266</u>
<b><u>NW &amp; SW Merged 2008 Tax Exempt Bonds Fund - 954</u></b>				
44110 Interest on Investments	135,158	121,667	100,698	54,298
48210 Expense Reimbursements	-	223,401	-	-
<b><u>Total NW &amp; SW Merged 2008 Tax Exempt Bonds</u></b>	<u>135,158</u>	<u>345,068</u>	<u>100,698</u>	<u>54,298</u>
<b><u>TOTAL CAPITAL PROJECTS FUNDS</u></b>	<b><u>5,636,512</u></b>	<b><u>9,086,811</u></b>	<b><u>8,529,383</u></b>	<b><u>50,902,945</u></b>

## SCHEDULE OF REVENUE SOURCES - DETAIL INTERNAL SERVICE FUNDS

	<u>Actual 2017/18</u>	<u>Actual 2018/19</u>	<u>Estimate 2019/20</u>	<u>Budget 2020/21</u>
<b><u>Fleet Maintenance Fund - 710</u></b>				
48210	-	616	-	-
48215	6,482	10,861	20,000	20,000
49021	774,997	775,000	775,000	751,624
49024	580,864	1,926,881	1,929,999	1,598,635
	<u>1,362,343</u>	<u>2,713,358</u>	<u>2,724,999</u>	<u>2,370,259</u>
<b><u>Vehicle Replacement Fund - 720</u></b>				
48210	-	120	-	-
48395	44,046	434,511	-	-
49024	369,291	472,290	474,999	409,807
	<u>413,337</u>	<u>906,921</u>	<u>474,999</u>	<u>409,807</u>
<b><u>Workers Compensation Fund - 730</u></b>				
48210	68,017	63,861	-	-
49025	3,441,896	3,494,094	3,581,713	3,950,049
	<u>3,509,913</u>	<u>3,557,955</u>	<u>3,581,713</u>	<u>3,950,049</u>
<b><u>Liability Insurance Fund - 740</u></b>				
48210	1,517	12,045	365	-
48320	-	-	260,000	110,000
49023	870,506	2,031,518	1,916,918	1,509,428
	<u>872,023</u>	<u>2,043,563</u>	<u>2,177,283</u>	<u>1,619,428</u>
<b><u>Dental Self-Insurance Fund - 752</u></b>				
49026	404,272	430,534	448,728	448,728
	<u>404,272</u>	<u>430,534</u>	<u>448,728</u>	<u>448,728</u>

## SCHEDULE OF REVENUE SOURCES - DETAIL INTERNAL SERVICE FUNDS

		<u>Actual 2017/18</u>	<u>Actual 2018/19</u>	<u>Estimate 2019/20</u>	<u>Budget 2020/21</u>
<b><u>Self-Insured Unemployment Fund - 760</u></b>					
48210	Expense Reimbursements	-	7,429	-	-
49023	Charges to Budgeted Funds-Insurance	1,526,244	1,550,792	1,189,194	1,465,324
	<b><u>Total S.I. Disability/Unemployment</u></b>	<u>1,526,244</u>	<u>1,558,221</u>	<u>1,189,194</u>	<u>1,465,324</u>
<b><u>Information Systems Operations Fund - 780</u></b>					
49029	Charges to Budgeted Funds-Other	2,141,821	2,427,449	2,237,273	2,284,699
	<b><u>Total Information Systems Operations</u></b>	<u>2,141,821</u>	<u>2,427,449</u>	<u>2,237,273</u>	<u>2,284,699</u>
<b><u>Computer Replacement Fund - 790</u></b>					
49029	Charges to Budgeted Funds - Other	74,998	143,960	130,301	89,794
	<b><u>Total Computer Replacement</u></b>	<u>74,998</u>	<u>143,960</u>	<u>130,301</u>	<u>89,794</u>
<b><u>TOTAL INTERNAL SERVICE FUNDS</u></b>		<b><u>10,304,951</u></b>	<b><u>13,781,960</u></b>	<b><u>12,964,490</u></b>	<b><u>12,638,087</u></b>

## SCHEDULE OF REVENUE SOURCES - DETAIL ENTERPRISE FUNDS

	<u>Actual 2017/18</u>	<u>Actual 2018/19</u>	<u>Estimate 2019/20</u>	<u>Budget 2020/21</u>
<b><u>Water Fund - 600</u></b>				
42265 Well Monitoring Permits	-	1,060	1,000	1,090
43116 Delinquent Penalty	-	9,640	-	-
44110 Interest on Investments	173,398	226,766	262,918	141,769
44210 Rents & Concessions	18,000	18,000	18,000	18,000
44212 Cell Phone Tower Rent	30,416	23,153	24,311	25,526
46130 Development Related Services	41,356	46,671	50,000	50,000
46440 Backflow Prevention Inspection	-	2,596	2,000	3,630
46965 Establishment Fee	85,153	99,364	81,000	81,000
47111 Water Consumption Charge	23,297,452	23,816,720	25,380,000	27,325,900
47113 Water Service Capacity Charge	7,271,865	7,624,792	7,323,000	7,542,690
47114 Elevation Pumping Charge	279,726	275,367	285,000	360,500
47115 Water Fire Service Charge	560,251	567,568	580,000	597,400
47116 Water Delinquent Penalty	322,374	285,439	240,000	295,000
47121 Water Sales - Agricultural	212,109	177,503	120,000	185,400
47131 Water Sales - Construction	26,698	21,272	24,000	24,000
47160 Water Sales - Materials	27,481	46,709	40,000	35,000
47170 Water Frontage Charges	54,393	26,525	30,000	26,000
47190 Connection Fees	-	3,516	-	-
47205 Plan Checking Fees	1,800	5,790	10,000	3,115
47210 Rental of Construction Meters	24,078	38,028	35,000	25,000
47211 Hydrant Water Installation Fee	120	181	-	-
47230 Water Penalties	83,535	137,381	81,000	80,000
47240 Other Water Fees	24,736	39,079	38,084	39,000
48110 Sale Of Real & Personal Property	-	15,000	-	-
48130 Sale of Junk & Waste	22,570	15,730	25,436	19,000
48140 Sale of Maps, Documents, Copies	2,925	4,028	3,500	3,635
48210 Expense Reimbursements	49,932	980	3,400	3,900
48320 Damage to City Property	14,751	88,764	-	-
48380 Other Miscellaneous Revenue	15,831	9,045	3,000	1,500
48390 Donations	-	180,500	-	-
<b><u>Total Water</u></b>	<u>32,640,950</u>	<u>33,807,166</u>	<u>34,660,649</u>	<u>36,888,055</u>
<b><u>TOTAL ENTERPRISE FUNDS</u></b>	<b><u>32,640,950</u></b>	<b><u>33,807,166</u></b>	<b><u>34,660,649</u></b>	<b><u>36,888,055</u></b>

**SCHEDULE OF REVENUE SOURCES - DETAIL**  
**REDEVELOPMENT (SUCCESSOR) FUNDS**

	<u>Actual 2017/18</u>	<u>Actual 2018/19</u>	<u>Estimate 2019/20</u>	<u>Budget 2020/21</u>
<b><u>Redevelopment Obligation Retirement Fund - 920</u></b>				
45450 County Revenue - RORF	6,150,753	6,050,882	5,744,152	5,641,456
<b><u>Total Redevelopment Obligation Retirement</u></b>	<u>6,150,753</u>	<u>6,050,882</u>	<u>5,744,152</u>	<u>5,641,456</u>
<b><u>Merged Capital Projects Fund - 940</u></b>				
44010 Principal & Revenue Abatements	(88,566)	(73,429)	(79,795)	(81,614)
44100 Principal Repayments	88,566	73,429	79,795	81,614
44110 Interest on Investments	59,613	48,547	29,922	16,134
44140 Interest on Interfund Loans	45,831	54,004	26,476	26,476
44153 Commercial Loan Interest Earned	23,531	21,420	19,797	17,978
48210 Expense Reimbursements	505	505	-	-
<b><u>Total Merged Capital Projects</u></b>	<u>129,480</u>	<u>124,476</u>	<u>76,195</u>	<u>60,588</u>
<b><u>Merged Debt Service Fund - 987</u></b>				
44110 Interest on Investment	6,296	19,509	28,077	15,140
44130 Interest on Deposits with Fiscal Agents	40,197	15,856	2,909	2,909
<b><u>Total Merged Debt Service</u></b>	<u>46,493</u>	<u>35,365</u>	<u>30,986</u>	<u>18,049</u>
<b><u>TOTAL REDEVELOPMENT (SUCCESSOR) FUNDS</u></b>	<b><u>6,326,726</u></b>	<b><u>6,210,723</u></b>	<b><u>5,851,333</u></b>	<b><u>5,720,093</u></b>



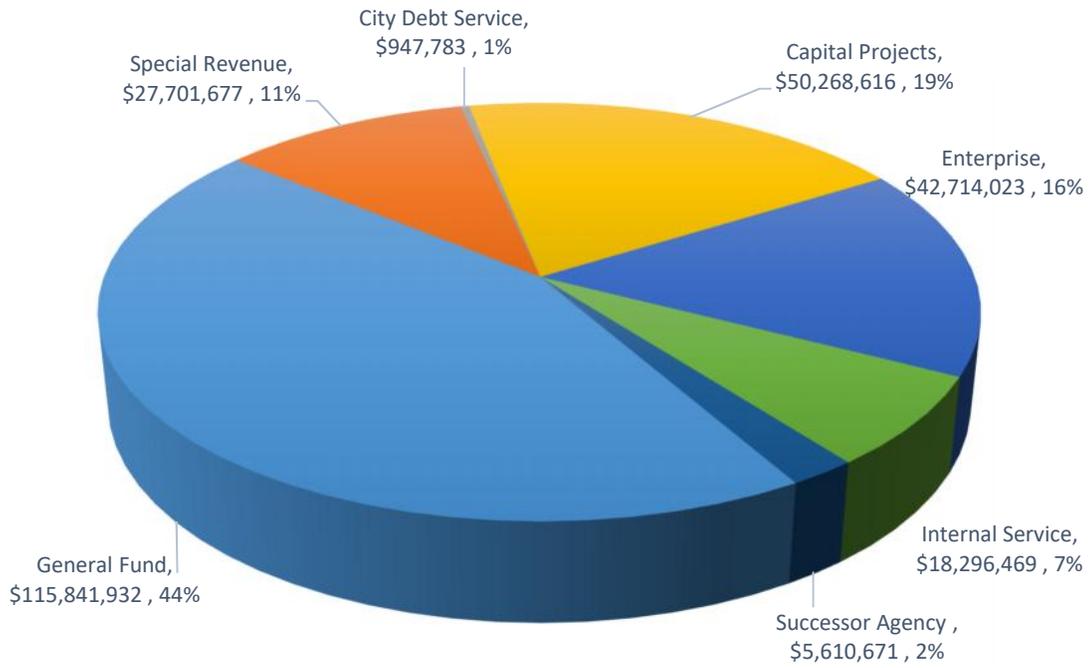
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**SUMMARY OF ALL FUND EXPENDITURES BY DEPARTMENT**

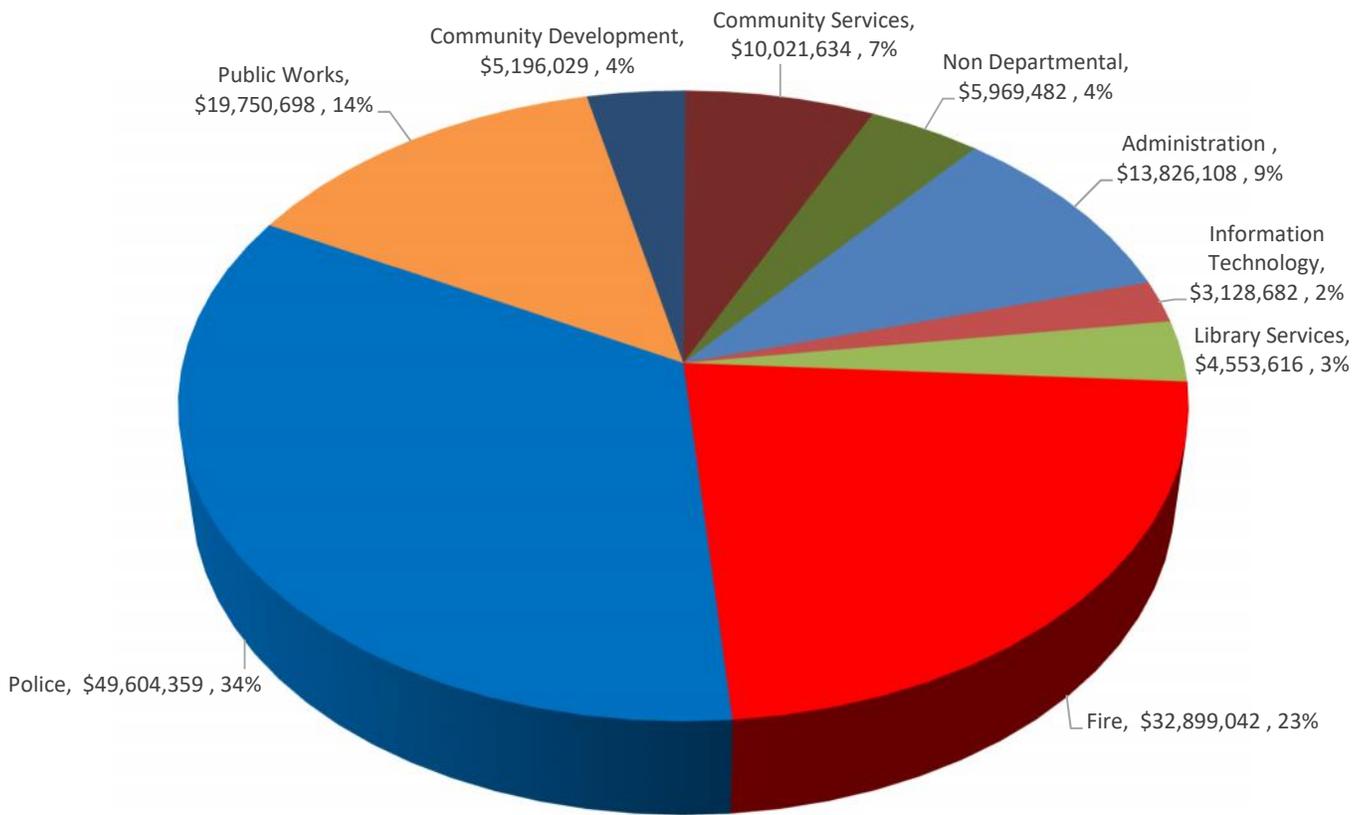
<b><u>DEPARTMENTS:</u></b>	<b><u>Actual 2017-18</u></b>	<b><u>Actual 2018-19</u></b>	<b><u>Estimate 2019-20</u></b>	<b><u>Budget 2020-21</u></b>
City Council	7,075	6,581	8,832	7,152
City Manager*	9,469,176	6,359,614	8,109,555	7,089,363
City Attorney	1,289,786	1,557,751	7,862,572	6,898,748
City Clerk	568,679	693,159	620,134	591,324
City Treasurer	89,289	91,554	77,095	-
Finance	4,195,115	4,173,552	4,537,230	4,893,130
Human Resources	9,121,833	9,199,170	2,025,989	2,132,430
Information Technology	4,131,974	3,472,727	3,335,153	4,462,216
Library Services	5,019,266	5,309,334	5,085,753	5,295,879
Fire	32,397,949	34,102,190	36,292,556	35,045,652
Police	44,516,928	47,692,813	51,303,400	51,978,436
Public Works	66,724,960	66,346,634	60,275,918	117,203,060
Community Development*	5,956,610	6,101,218	5,955,819	6,638,551
Community Services	15,781,898	13,894,182	10,393,612	13,961,788
Non Departmental	6,125,320	7,803,802	8,639,570	6,983,441
Vacancy Savings	-	-	(1,800,000)	(1,800,000)
	<u>205,395,858</u>	<u>206,804,280</u>	<u>202,723,188</u>	<u>261,381,171</u>

\* As a result of the elimination of the Orange RDA, the Economic Development Department has been dissolved and portions of that activity have been realigned to the City Manager's office and Community Development Department. As such, this financial summary reflects past fiscal activity for the Economic Development Department, which includes Redevelopment revenues/appropriations.

# ALL FUNDS EXPENDITURES BY FUND CATEGORY



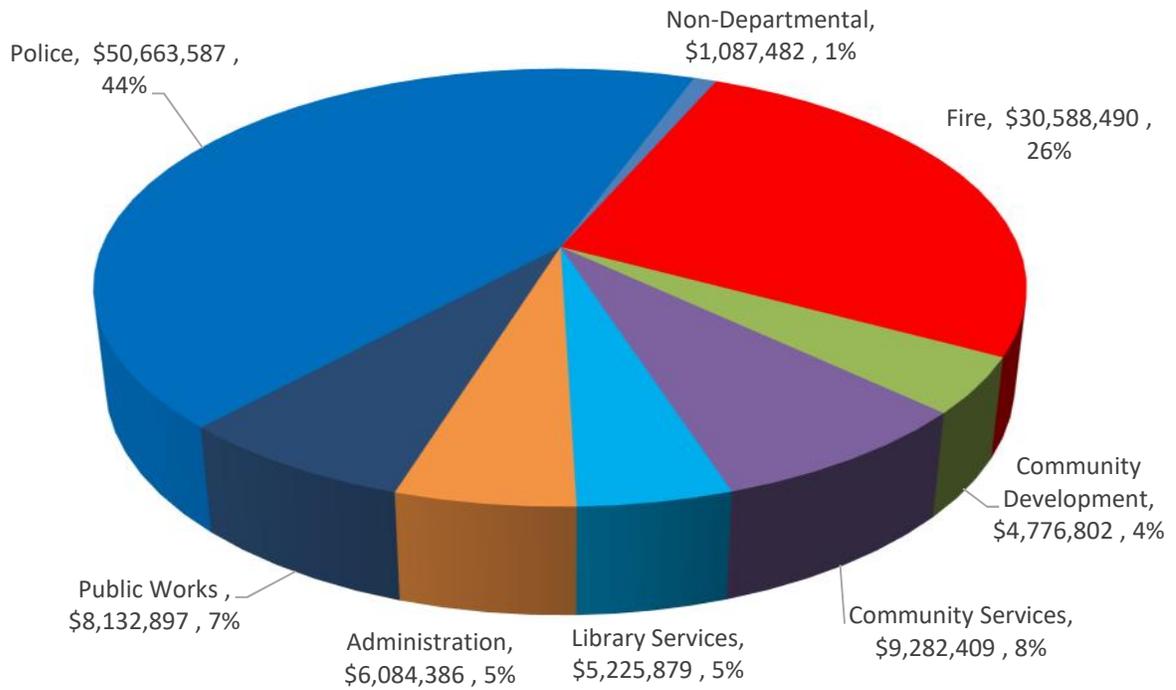
# ALL FUNDS OPERATING EXPENDITURES BY DEPARTMENT \$144,949,649



## SUMMARY OF GENERAL FUND EXPENDITURES BY DEPARTMENT

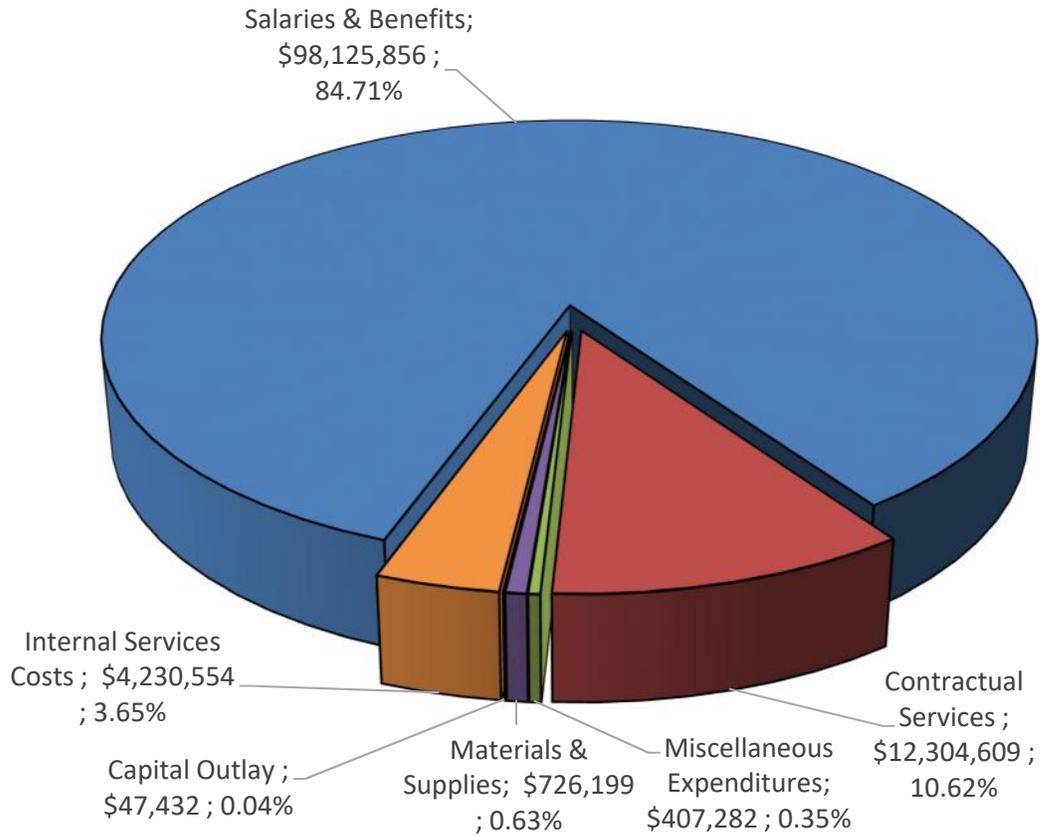
<u>DEPARTMENTS:</u>	<u>Actual 2017-18</u>	<u>Actual 2018-19</u>	<u>Estimate 2019-20</u>	<u>Budget 2020-21</u>
City Council	7,075	6,581	8,832	7,152
City Manager	1,048,735	1,097,362	1,336,072	1,435,662
City Attorney	882,084	1,115,140	1,216,956	951,433
City Clerk	568,679	693,159	620,134	591,324
City Treasurer	89,289	91,554	77,095	-
Finance	2,820,310	2,808,258	3,118,476	3,373,595
Human Resources	1,381,054	1,409,048	1,489,225	1,525,220
Library Services	4,768,241	5,025,860	4,952,452	5,225,879
Fire	29,560,231	30,145,597	31,137,648	30,588,490
Police	42,957,951	46,021,503	49,865,861	50,663,587
Public Works	7,402,796	7,795,525	7,811,799	8,132,897
Community Development	4,266,771	4,512,774	4,614,309	4,776,802
Community Services	8,537,883	8,911,866	8,694,509	9,282,409
Non Departmental	2,048,851	1,983,265	1,143,883	1,087,482
Vacancy Savings	-	-	(1,800,000.00)	(1,800,000)
	<u>106,339,950</u>	<u>111,617,492</u>	<u>114,287,251</u>	<u>115,841,932</u>

# GENERAL FUND EXPENDITURES BY FUNCTION



**GENERAL FUND EXPENDITURES \$115,841,932**

# GENERAL FUND EXPENDITURES BY CATEGORY



**GENERAL FUND EXPENDITURES \$115,841,932**

## HISTORICAL SCHEDULE OF EXPENDITURES BY FUND TYPE AND CATEGORY

	<u>Actual</u> <u>2017/18</u>	<u>Actual</u> <u>2018/19</u>	<u>Estimate</u> <u>2019/20</u>	<u>Budget</u> <u>2020/21</u>
<b><u>GENERAL FUND</u></b>				
Salaries and Benefits	88,932,993	91,856,654	96,382,892	98,125,856
Contractual Services	12,519,707	12,400,312	10,976,007	12,304,609
Miscellaneous Expenditures	280,566	302,965	118,664	407,282
Materials and Supplies	1,969,006	1,911,846	1,859,677	726,199
Debt Service	45,831	146,343	237,778	-
Capital Outlay	126,612	76,420	83,806	47,432
Internal Service Costs	2,846,372	4,922,952	4,628,427	4,230,554
	<u>106,721,087</u>	<u>111,617,492</u>	<u>114,287,251</u>	<u>115,841,932</u>
<b><u>Total General Fund</u></b>				
<b><u>SPECIAL REVENUE FUNDS</u></b>				
Salaries and Benefits	7,289,010	7,830,006	8,185,825	8,270,094
Contractual Services	3,024,903	2,990,270	2,723,877	3,451,484
Miscellaneous Expenditures	4,198,413	4,537,450	7,171,428	2,800,000
Materials and Supplies	654,185	699,751	609,229	756,988
Debt Service	3,371,925	3,358,788	-	-
Capital Outlay	222,195	(413,888)	714,053	240,150
Capital Improvements	8,572,133	8,004,552	6,525,378	9,827,207
Internal Service Costs	1,989,267	2,677,399	2,635,542	2,355,754
	<u>29,322,031</u>	<u>29,684,327</u>	<u>28,565,332</u>	<u>27,701,677</u>
<b><u>Total Special Revenue Funds</u></b>				
<b><u>CITY DEBT SERVICE FUND</u></b>				
City Debt Service	-	-	-	947,783
	<u>-</u>	<u>-</u>	<u>-</u>	<u>947,783</u>
<b><u>Total City Debt Service Fund</u></b>				
<b><u>CAPITAL PROJECTS FUNDS</u></b>				
Salaries and Benefits	146,304	218,757	423,196	-
Contractual Services	5,797	146,749	180,482	28,885
Miscellaneous Expenditures	291,231	287,425	285,354	300,000
Materials and Supplies	-	-	-	-
Capital Outlay	-	-	1,405,000	-
Capital Improvements	14,058,540	10,023,382	8,181,082	49,939,585
Internal Service Costs	209	169	157	146
	<u>14,502,080</u>	<u>10,676,482</u>	<u>10,475,270</u>	<u>50,268,616</u>
<b><u>Total Capital Projects Funds</u></b>				

## HISTORICAL SCHEDULE OF EXPENDITURES BY FUND TYPE AND CATEGORY

	<u>Actual 2017/18</u>	<u>Actual 2018/19</u>	<u>Estimate 2019/20</u>	<u>Budget 2020/21</u>
<b><u>ENTERPRISE FUNDS</u></b>				
Salaries and Benefits	5,796,637	6,084,123	6,518,843	7,206,689
Contractual Services	3,031,364	3,303,885	3,038,582	3,704,803
Miscellaneous Expenditures	41,600	27,242	5,623	8,000
Materials and Supplies	18,866,904	17,721,028	13,095,597	23,306,831
Debt Service	3,517,157	3,575,764	-	-
Capital Outlay	(3,019,131)	(462,526)	1,058,786	963,217
Capital Improvements	3,726,677	1,373,223	2,329,136	5,575,000
Internal Service Costs	1,452,680	1,909,341	2,002,742	1,949,482
	<b><u>33,413,888</u></b>	<b><u>33,532,081</u></b>	<b><u>28,049,309</u></b>	<b><u>42,714,023</u></b>
<b><u>INTERNAL SERVICE FUNDS</u></b>				
Salaries and Benefits	3,246,135	3,426,256	4,407,003	5,072,215
Contractual Services	2,527,155	2,608,518	902,431	1,285,817
Miscellaneous Expenditures	6,771,680	6,867,516	5,509,299	4,911,000
Materials and Supplies	1,418,412	1,567,516	2,067,200	2,417,120
Debt Service	1,835,304	1,971,240	1,511,534	-
Capital Outlay	26,955	23,173	3,514,222	2,400,339
Capital Improvements	1,473,330	1,012,211	815,519	1,586,120
Internal Service Costs	531,517	626,797	602,701	623,858
	<b><u>17,830,489</u></b>	<b><u>18,103,227</u></b>	<b><u>19,329,908</u></b>	<b><u>18,296,469</u></b>
<b><u>REDEVELOPMENT (SUCCESSOR) FUNDS</u></b>				
Salaries and Benefits	147,317	167,412	-	25,200
Contractual Services	18,032	8,266	8,798	15,750
Miscellaneous Expenditures	112,176	39,898	7,150	7,300
Materials and Supplies	-	-	-	-
Debt Service and Pass Through Agreements	2,319,212	1,934,986	1,954,050	5,491,668
Capital Outlay	-	-	-	-
Capital Improvements	916,115	966,086	-	-
Internal Service Costs	93,433	74,023	46,120	70,753
	<b><u>3,606,284</u></b>	<b><u>3,190,671</u></b>	<b><u>2,016,118</u></b>	<b><u>5,610,671</u></b>
<b>GRAND TOTAL</b>	<b>205,395,858</b>	<b>206,804,280</b>	<b>202,723,188</b>	<b>261,381,171</b>

## HISTORICAL SCHEDULE OF EXPENDITURES BY FUND

### TYPE AND FUND

	<u>Actual 2017/18</u>	<u>Actual 2018/19</u>	<u>Estimate 2019/20</u>	<u>Budget 2020/21</u>
<b><u>GENERAL FUND</u></b>				
General Fund - 100	106,721,087	111,617,492	114,287,251	115,841,932
<b><u>Total General Fund</u></b>	<b><u>106,721,087</u></b>	<b><u>111,617,492</u></b>	<b><u>114,287,251</u></b>	<b><u>115,841,932</u></b>
<b><u>SPECIAL REVENUE FUNDS</u></b>				
Building Records and Planning Documents Fund - 110	52,264	58,891	177,547	109,757
Business Investment Fund - 115	2,232,269	3,701,913	6,005,828	2,600,000
Proposition 172 Fund - 120	1,308,497	640,338	520,644	679,719
Emergency Transport Program Fund - 125	2,433,710	3,195,304	3,288,744	3,212,605
PEG Program - 130	905,754	437,991	164,721	418,817
CASp Fund - 140	2,949	-	12,458	30,000
OCPT Building Maintenance Fund - 150	2,879	1,315	867	9,233
Sanitation and Sewer Fund - 220	7,926,974	7,576,317	5,194,201	5,976,123
Air Pollution Reduction Fund - 245	271,616	203,265	235,721	233,152
Traffic Improvement - Measure M2 Fund - 263	5,184,824	3,258,797	3,226,558	3,368,650
Gas Tax Maintenance Fund - 270	2,325,140	2,833,552	2,540,810	2,743,331
Gas Tax Construction Fund - 271	142,561	71,827	135,409	124,219
Gas Tax - Proposition 111 Fund - 272	706,430	1,020,202	958,434	930,495
Road Maintenance Rehabilitation Account - 274	15,728	1,156,657	1,857,314	2,685,193
TSIP Area "B" Fund - 284	698,545	1,200,357	382,087	431,962
TSIP Area "C" Fund - 285	4,624	-	47,112	250,000
TSIA - 286	-	-	17,710	30,000
Santiago Hills Lndscape Maint District Fund - 291	951,171	664,986	621,659	1,413,000
Sycamore Crossing Lndscape Maint District Fund - 293	33,981	44,757	35,879	47,015
Del Rio Landscape Maintenance District Fund - 294	79,340	65,644	70,056	105,033
CDBG/HOME - Funds 310-317	1,411,188	1,470,509	1,893,515	1,661,308
Traffic Congestion Relief - 340	20,787	138,239	-	-
Traffic Safety Fund - 350	4,496	4,501	5,136	5,519
Federal Police Grants - 353	-	-	22,761	-
AB 3229 COPS/State Grant Fund - 354	141,754	473,978	159,836	152,407
Asset Seizure Funds - 355-360	591,828	780,921	587,804	360,330
Affordable Housing - 916	246,846	95,033	6,318	2,542
Low & Moderate Income Housing Asset Fund - 921	1,625,877	589,032	396,204	121,265
<b><u>Total Special Revenue Funds</u></b>	<b><u>29,322,032</u></b>	<b><u>29,684,327</u></b>	<b><u>28,565,332</u></b>	<b><u>27,701,677</u></b>
<b><u>CITY DEBT SERVICE FUND</u></b>				
City Debt Service Fund - 400	-	-	-	947,783
<b><u>Total City Debt Service Fund</u></b>	<b><u>-</u></b>	<b><u>-</u></b>	<b><u>-</u></b>	<b><u>947,783</u></b>
<b><u>CAPITAL PROJECTS FUNDS</u></b>				
Capital Projects Fund - 500	3,344,427	925,920	782,650	1,048,500
Park Acquisition and Development Fund - 510/511	5,280,484	4,015,253	819,535	2,156,000
El Modena Park Facilities Fund - 512	-	-	-	275,000
Sewer Construction Fund - 520	-	577,085	1,543,188	2,428,982

## HISTORICAL SCHEDULE OF EXPENDITURES BY FUND

### TYPE AND FUND

	<u>Actual 2017/18</u>	<u>Actual 2018/19</u>	<u>Estimate 2019/20</u>	<u>Budget 2020/21</u>
<b><u>CAPITAL PROJECTS FUNDS (Cont.)</u></b>				
Old Towne Parking Facility Fund - 540	6,006	5,496	276,999	9,031
Reimbursable Capital Projects Fund - 550	3,093,824	2,466,872	2,692,704	39,257,403
County Park Grants Fund - 551	27,199	(960)	-	-
Fire Facility Area Fees Fund - 560	317,468	597,818	1,139,968	986,700
Police Facility Fees Fund - 570	-	144,810	116,489	150,000
Library Facility Fees Fund - 573	251,024	283,475	133,301	432,000
City Trf: Tustin Project - Taxable Bonds - 951	-	8,260	3,356	-
City Trf: NW & SW Merged 2003 Tax Exempt - 953	18,000	17,598	95,368	160,000
City Trf: Merged 2008 Tax Exempt Bonds - 954	2,163,648	1,634,857	2,871,714	3,365,000
<b><u>Total Capital Projects Funds</u></b>	<b><u>14,502,080</u></b>	<b><u>10,676,482</u></b>	<b><u>10,475,270</u></b>	<b><u>50,268,616</u></b>
<b><u>ENTERPRISE FUNDS</u></b>				
Water Utility Operations Fund - 600	33,413,888	33,532,081	28,049,309	42,714,023
<b><u>Total Enterprise Funds</u></b>	<b><u>33,413,888</u></b>	<b><u>33,532,081</u></b>	<b><u>28,049,309</u></b>	<b><u>42,714,023</u></b>
<b><u>INTERNAL SERVICE FUNDS</u></b>				
Equipment Expense Fund - 710	2,890,942	3,048,624	2,613,109	2,890,968
Equipment Replacement Fund - 720	1,537,314	1,683,949	5,036,050	2,501,728
Major Building Improvements Fund - 725	72,056	299,011	79,512	185,818
Self Insurance - Workers Compensation Fund - 730	4,850,754	5,396,925	4,168,888	3,812,297
Self Insurance - Liability Fund - 740	2,732,559	2,248,446	2,484,661	2,142,609
Self Insurance - Dental Fund - 752	388,685	431,760	401,508	416,466
Employee Accrued Liability Fund - 760	1,465,512	1,643,847	1,082,777	1,689,359
Information Systems Operations Fund - 780	2,466,830	2,600,667	2,688,597	3,328,570
Computer Replacement Fund - 790	1,425,835	749,999	774,806	1,328,654
<b><u>Total Internal Service Funds</u></b>	<b><u>17,830,489</u></b>	<b><u>18,103,227</u></b>	<b><u>19,329,908</u></b>	<b><u>18,296,469</u></b>
<b><u>REDEVELOPMENT (SUCCESSOR) FUNDS</u></b>				
ORA Merged Projects Fund - 940	1,287,072	1,255,685	62,068	119,003
ORA Merged Debt Service Fund - 987	2,319,212	1,934,986	1,954,050	5,491,668
<b><u>Total Redevelopment Funds</u></b>	<b><u>3,606,284</u></b>	<b><u>3,190,671</u></b>	<b><u>2,016,118</u></b>	<b><u>5,610,671</u></b>
<b>GRAND TOTAL</b>	<b>205,395,858</b>	<b>206,804,280</b>	<b>202,723,188</b>	<b>261,381,171</b>

## CITY COUNCIL

### MISSION

To serve the City with strong leadership and vision.

### DEPARTMENT GOALS

1. Serve as stewards of the public trust, conducting City business in an open, fair and ethical manner.
2. Develop sound policies that maintain and preserve prized community assets for future generations.
3. Determine the best use and allocation of the City of Orange's financial and human resources.
4. Maintain and enhance the City's fiscal standing by supporting and fostering the business community.
5. Provide community leadership and sound planning for the City's future.
6. Support efforts to reduce the City's crime rate and eliminate blight.
7. Respond to changes in community needs in a timely manner.
8. Work cooperatively with other governments to improve service delivery to Orange residents and businesses.
9. Actively promote and support State and Federal legislation that reduce unnecessary regulations and unfunded mandates.
10. Increase the City's visibility and presence in changing regional local governance issues.
11. Expand park and trail facilities to provide greater community recreational opportunities.

### ACCOMPLISHMENTS FOR 2019-20

1. Adopted an annual City budget for FY 20-21 that is responsive to the most critical needs of the City and is fiscally conservative and responsible.
2. Adopted a district map following an extensive community engagement process in preparation for the transition to district-based elections.
3. Participated in ad-hoc committees to address the problem of homelessness and provided regular updates to the public.
4. Presented a variety of highly regarded and well attended community events such as the Holiday Tree Lighting Ceremony, 3rd of July Celebration, Concerts in the Park, Treats-in-the-Streets Autumn Festival, and the Veteran's Day Celebration.
5. Worked to maintain the economic viability of the Old Towne business community.
6. Served on regional boards and committees to ensure the City's interests are heard and protected.
7. Enhanced the City's economic base by collaborating and providing leadership for several development related activities including: Urth Caffé, the Motel 6 redevelopment, the MSI expansion, redevelopment of the JC Penny site at The Village of Orange, the Orange Collection projects at The Outlets at Orange, and the Trails at Santiago project.
8. Continued collaboration with Old Towne merchants, owners, and stakeholders to develop parking solutions to preserve and enhance the economic viability of Old Towne.
9. Approved a multi-year agreement with Orange International Street Fair that prioritizes Orange-based nonprofits.
10. Provided leadership in addressing the COVID-19 crisis while maintaining essential services for residents and businesses.

## **MAYOR AND CITY COUNCIL**

### **MAYOR AND MEMBERS OF THE CITY COUNCIL**

Mark A. Murphy, Mayor  
Michael Alvarez, Mayor pro tem  
Kimberlee Nichols, Councilmember  
Chip Monaco, Councilmember

# CITY COUNCIL

## SCHEDULE OF POSITIONS

	APPROVED 2018-19	APPROVED 2019-20	BUDGET 2020-21
<b>Elected Officials:</b>			
Council Member	4.000	4.000	4.000
Mayor	1.000	1.000	1.000
<b>Total City Council</b>	<b>5.000</b>	<b>5.000</b>	<b>5.000</b>

## CITY COUNCIL

### Financial Summary

<b><u>DEPARTMENT BUDGET SUMMARY:</u></b>	<b><u>Actual 2017-18</u></b>	<b><u>Actual 2018-19</u></b>	<b><u>Estimate 2019-20</u></b>	<b><u>Budget 2020-21</u></b>
Maintenance & Operations	<u>7,075</u>	<u>6,581</u>	<u>8,832</u>	<u>7,152</u>
<b>Total Department</b>	<b><u>7,075</u></b>	<b><u>6,581</u></b>	<b><u>8,832</u></b>	<b><u>7,152</u></b>
<b><u>DEPARTMENT PROGRAMS:</u></b>				
0101 City Council	<u>7,075</u>	<u>6,581</u>	<u>8,832</u>	<u>7,152</u>
<b>Total Department</b>	<b><u>7,075</u></b>	<b><u>6,581</u></b>	<b><u>8,832</u></b>	<b><u>7,152</u></b>
<b><u>DEPARTMENT FUNDING SOURCES:</u></b>				
100 General Fund	<u>7,075</u>	<u>6,581</u>	<u>8,832</u>	<u>7,152</u>
<b>Total Funding</b>	<b><u>7,075</u></b>	<b><u>6,581</u></b>	<b><u>8,832</u></b>	<b><u>7,152</u></b>

## CITY COUNCIL | City Government

### PROGRAM DESCRIPTION

The City Council provides policy direction for the City of Orange and enacts all municipal legislation. The City Council serves in a quasi-judicial role on certain administrative appeals. The City Council directs the administration of its policy decisions through the City Manager for delegation to appropriate City staff.

### SERVICE OBJECTIVES

1. Provide for financial stability through strong financial oversight and strategic planning.
2. Provide the resources required to maintain and improve the City's infrastructure, public safety, and City services.
3. Promote the City's interest in the development of a business retention and attraction program through active City Council participation.
4. Support legislation that benefits City and local government service delivery.
5. Approve business, industrial, and residential developments that strengthen the City's financial future and integrates land uses while not overextending existing and planned public infrastructure.
6. Recognize exemplary service by City employees through an employee recognition program.
7. Maintain the City's website to ensure that Orange residents and businesses maintain access and are connected to the City.
8. Conduct City Council meetings in a manner that recognizes legitimate differences of opinion yet fosters mutual respect and courtesy among all participants.

### WORK PLAN FOR 2020-21

1. Provide policy direction that ensures financial stability while preserving community character and maintaining a positive organizational direction through June 2021. [2a]
2. Provide the necessary resources to public safety to ensure the community remains among the safest cities in California through June 2021. [1a]
3. Work closely with the State of California legislative representatives representing Orange to ensure that the needs of Orange residents and business are addressed through June 2021. [4d]
4. Provide legislative leadership that ensures maximum accomplishment of the City's Mission Statement and goals through June 2021. [4d]
5. Facilitate and provide policy direction to develop parking solutions to preserve and enhance the economic viability of Old Towne through June 2021. [3a]
6. Work with the County of Orange, adjacent cities, care providers, and other stakeholders to effectively address the problem of homelessness in the community, the North Orange County Service Planning Area, and region-wide through June 2021. [1e, 3e]
7. Facilitate a positive relationship with Chapman University leadership and cultivate community engagement opportunities through June 2021. [5c]
8. Evaluate options to assist businesses with processing City land use entitlements and other business development activities through June 2021. [2e]
9. Enhance the City's economic base by continuing to attract quality businesses to the City's commercial corridors and industrial areas through June 2021. [2c]



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## CITY MANAGER

### MISSION

To serve the City with strong leadership and vision.

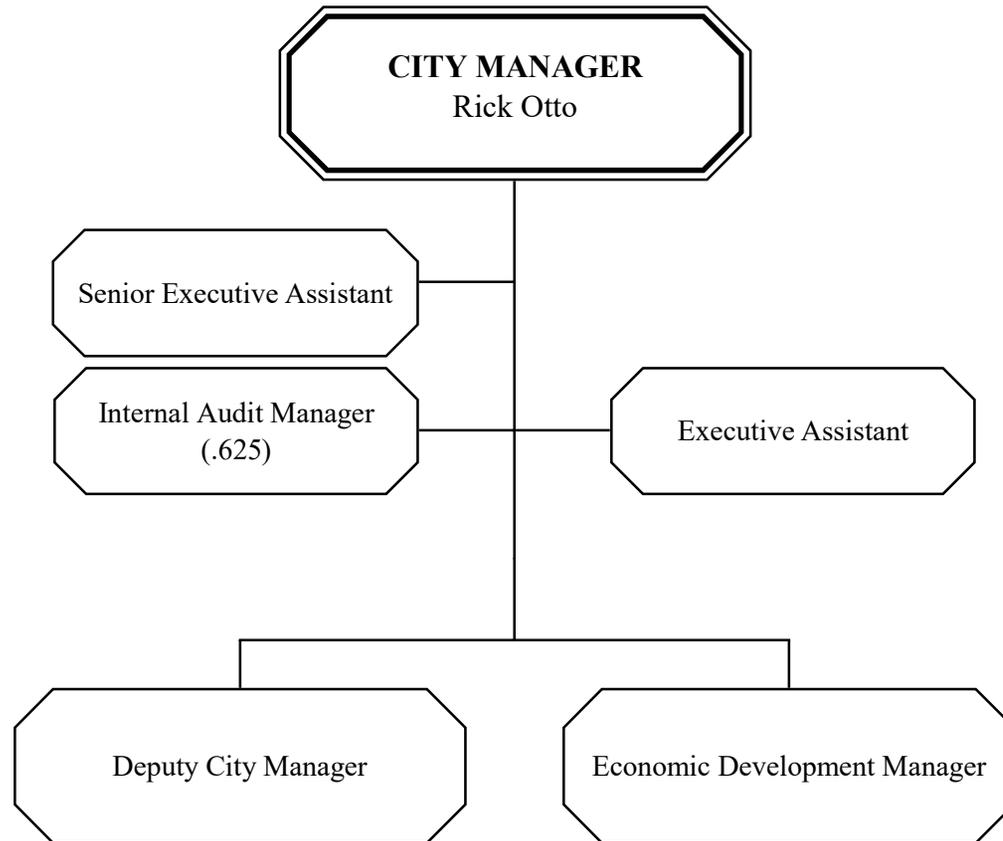
### DEPARTMENT GOALS

1. Support the City Council in their representation of 140,000 residents and 13,000 businesses through effective implementation of their policy direction.
2. Maintain and develop a management team that is committed to providing high customer service while working together to meet the ever-changing needs of the City.
3. Provide the leadership for an organization committed to serving the community.
4. Constantly work to enhance the financial position of the City.
5. Foster and promote the Strategic Plan and lead in the implementation of its strategies.
6. Maintain and enhance the City's character by protecting the community's public and private assets.
7. Ensure that the City is a place where residents feel safe, where business thrives, and where people have a sense of community.
8. Maintain a business environment and balanced economy conducive to business.
9. Increase the City's economic base through business retention, expansion, and diversification by attracting new, compatible businesses.
10. Stimulate commercial/retail business activity.
11. Increase and improve housing and employment opportunities for Orange residents.
12. Promote the distinct identity of the City of Orange.
13. Facilitate wind down activities of the former Orange Redevelopment Agency.
14. Utilize technology to connect with community at large by providing information and direction on City services.

### ACCOMPLISHMENTS FOR 2019-20

1. Completed the FY 20-21 City Budget preparation, development, and approval process.
2. Reviewed every vacant position in an effort to work with the departments regarding the allocation of staffing resources.
3. Successfully consolidated employee-oriented professional and leadership development functions into the newly structured TEAM Orange program, which provides team building, training, and communication resources for city staff. Held four brown bag meetings in an effort to engage employees.
4. Continued the facilitation of business development initiatives including site selection assistance and entitlement streamlining efforts.
5. Participated in the North Orange County Cities and other regional partnership efforts in looking at opportunities to jointly conduct projects and purchases.
6. Continued collaboration with the Old Towne focus group, consisting of merchants and owners, to develop parking solutions to preserve and enhance the economic viability of Old Towne.
7. Coordinated the City's response in addressing the growing homeless population in and around Orange and provided leadership in the North Orange County Service Planning Area to formulate regional solutions to this issue, including the development of two navigation centers.

# CITY MANAGER



## CITY MANAGER

### SCHEDULE OF POSITIONS

	APPROVED 2018-19	APPROVED 2019-20	BUDGET 2020-21
<b>Regular Full-Time:</b>			
Assistant City Manager	1.000	0.000	0.000
City Manager	1.000	1.000	1.000
Deputy City Manager	1.000	1.000	1.000
Economic Development Manager	1.000	1.000	1.000
Executive Assistant	1.000	1.000	1.000
Senior Executive Assistant	1.000	1.000	1.000
<i>Regular Full-Time Sub-Total</i>	<i>6.000</i>	<i>5.000</i>	<i>5.000</i>
<b>Regular Part-Time (FTE):</b>			
Internal Audit Manager	0.625	0.625	0.625
<i>Regular Part-Time Sub-Total</i>	<i>0.625</i>	<i>0.625</i>	<i>0.625</i>
<b>Total City Manager</b>	<b>6.625</b>	<b>5.625</b>	<b>5.625</b>

## CITY MANAGER DEPARTMENT

### Financial Summary

<b><u>DEPARTMENT BUDGET SUMMARY:</u></b>	<b>Actual 2017-18</b>	<b>Actual 2018-19</b>	<b>Estimate 2019-20</b>	<b>Budget 2020-21</b>
Salaries & Benefits	1,037,472	1,068,404	1,288,216	1,362,304
Maintenance & Operations	2,049,708	883,180	1,228,280	235,392
Capital Outlay	2,338	-	1,415,355	-
<b>Total Operating Budget</b>	<b>3,089,518</b>	<b>1,951,583</b>	<b>3,931,851</b>	<b>1,597,695</b>
Capital Improvements*	4,042,704	2,458,408	2,223,654	-
Debt Service	2,336,953	1,949,622	1,954,050	5,491,668
<b>Total Department*</b>	<b>9,469,176</b>	<b>6,359,614</b>	<b>8,109,555</b>	<b>7,089,363</b>
 <b><u>DEPARTMENT PROGRAMS:</u></b>				
0201 City Manager	1,813,973	1,006,331	2,158,247	1,152,598
0211 Internal Audit Function	(4,423)	18,693	582	76,685
0218 Economic Development	17,692	16,063	1,419,319	15,000
9810 Administration & Project Devel.*	5,401,256	3,459,336	2,577,357	353,412
9890 Debt Service and Pass Throughs	2,240,678	1,859,191	1,954,050	5,491,668
<b>Total Department*</b>	<b>9,469,176</b>	<b>6,359,614</b>	<b>8,109,555</b>	<b>7,089,363</b>

\* As a result of the elimination of the Orange RDA, the Economic Development Department has been dissolved and portions of that activity have been realigned to the City Manager's office. As such, this financial summary reflects past fiscal activity for the Economic Development Department, which includes Redevelopment revenues/appropriations.

## CITY MANAGER

### Financial Summary

<b>DEPARTMENT FUNDING SOURCES:</b>		<b>Actual 2017-18</b>	<b>Actual 2018-19</b>	<b>Estimate 2019-20</b>	<b>Budget 2020-21</b>
100	General Fund	1,048,735	1,097,362	1,336,072	1,435,662
120	Proposition 120	877,738	116,393	24,279	20,390
312	Payments to Other Agencies	-	-	775,222	-
355	Asset Seizure Fund	39,452	1,042	-	-
550	Reimbursable Capital Projects*	50,583	97,838	1,522,822	-
780	Information Systems	1,563	2,619	1,338	12,594
916	Affordable Housing	246,846	95,033	6,318	2,542
921	Loan Receivables	1,545,155	508,835	307,698	32,704
940	Orange Merged Capital Projects	1,163,334	1,106,683	59,630	93,803
951	City Trf: Tustin Project - Taxable Bonds	-	8,259.94	3,355.56	-
953	City Trf: NW&SW Merged 2003 Tax Exempt	18,000	1,322	57,223.59	-
954	City Trf: Merged 2008 Tax Exempt Bonds	2,158,559	1,389,242	2,061,547	-
987	Orange Merged Debt Service	2,319,212	1,934,986	1,954,050	5,491,668
<b>Total Funding*</b>		<b>9,469,176</b>	<b>6,359,614</b>	<b>8,109,555</b>	<b>7,089,363</b>

\* As a result of the elimination of the Orange RDA, the Economic Development Department has been dissolved and portions of that activity have been realigned to the City Manager's office. As such, this financial summary reflects past fiscal activity for the Economic Development Department, which includes Redevelopment revenues/appropriations.

## CITY MANAGER | Management of City Operations

### PROGRAM DESCRIPTION

The City Manager serves as the Council-appointed Executive Manager of the City. The City Manager is responsible for the administration and implementation of policies and programs adopted by the City Council, for providing timely and accurate information to the City Council, and for maintaining a valuable communication link that allows the Orange City Council to formulate policy, set direction, adopt programs and projects, and establish City service levels.

### SERVICE OBJECTIVES

1. Provide leadership and direction for balanced economic growth to enhance the long-term fiscal viability of the City.
2. Promote and foster an organizational culture that strives to provide excellent customer service at all levels.
3. Ensure that the City remains one of the safest communities in which to work, live, and visit by allocating the necessary tools and resources to public safety operations.
4. Implement an organizational strategic plan that directs and responds to the diverse needs of the community while providing long term focus of City resources.
5. Encourage innovation to develop programs or services that help improve service delivery.
6. Lead employee driven professional development at all levels of the organization to create a strong work force.

### WORK PLAN FOR 2020-21

1. Provide stewardship and outreach to property owners and stakeholders to maintain economic viability of the downtown area including developing a strategy for the development of a second parking structure on the east side of the Plaza through June 2021. [1b, 2d]
2. Work with the City Council and Department Heads to ensure short-term and long-term organizational and financial stability through the budget process and communicate the City's financial status to staff and the community through June 2021. [2a, 4d]
3. Continue to facilitate a regional solution to homelessness while addressing local impacts through June 2021. [1e, 3e]
4. Foster an environment of support for employee development through the TEAM Orange program and promote employee outreach through regular employee newsletters, brown bag lunches, and updates through June 2021. [2a]
5. Continue to review and evaluate the City's Strategic Plan through June 2021. [2a]
6. Pursue business development opportunities that will generate new sources of tax revenue and the creation of new employment opportunities through June 2021. [2e]
7. Issue bonds for the construction of the Fire headquarters and the Police Department roof projects by June 2021. [1a, 1b]
8. Develop a pension management strategy that reduces the PERS unfunded liability and the annual PERS payment obligation through June 2021. [2a, 2b]
9. Monitor and address critical regional and statewide issues that impact Orange, such as housing legislation and the activities of adjacent cities through June 2021. [4d]
10. Facilitate the enhancement of customer service delivery throughout the organization through June 2021. [4b, 4d]

11. Work with local community groups for the development of recreational and community facilities at Grijalva Park through June 2021. [3a, 3b]
12. Implement district-based elections while encouraging the importance of a “one city” approach, and adopt a series of ordinances and policies to address the effects of districting on appointments to boards and commissions through June 2021. [[4d]
13. Assess the structure of the organization to ensure that it can effectively adapt to economic expansions and contractions and encourage effective succession planning in City departments through June 2021. [2b]
14. Process the Chapman Specific Plan that balances the growth demands of the university while minimizing impacts to our neighborhoods through June 2021. [5c]
15. Participate in regional partnerships with such groups as the North Orange County cities and OC Animal Care as a means to providing municipal services in the most cost efficient and effective manner through June 2021. [4d]
16. Enhance the City website to include automated forms and improve the design, layout, and usability for residents and businesses by June 2021. [4c]
17. Facilitate development opportunities, specifically along the Katella Gateway area (Orange SR-57 Freeway to Main Street) and medical related uses along the South Main Street/West Chapman Avenue corridor through June 2021. [2e]
18. Coordinate closely with Community Development, Public Works, and other departments on the processing of projects that support economic development in the City through June 2021. [2e]
19. Work with Fire and Police departments to enhance public safety services through June 2021. [1a]
20. Implement a citizen reporter solution to provide a user friendly platform for residents and businesses to report items to the City by June 2021. [1a]

## **CITY MANAGER | Internal Audit**

### **PROGRAM DESCRIPTION**

The Internal Audit program provides a framework to determine the adequacy and effectiveness of internal controls through an on-going and comprehensive internal assessment of operations within each department, including the monitoring of contractor compliance.

### **SERVICE OBJECTIVES**

1. Audit appropriate financial provisions of contractual services or other City business relationships.
2. Audit Citywide internal control systems including, but not limited to, purchasing, personnel, payroll, disbursements, cash receipts, and treasury transactions.
3. Assess and monitor electronic data processing controls.
4. Coordinate audits of revenue sources.
5. Audit any decentralized financial operations and department-managed inventories.
6. Evaluate the strength and effectiveness of internal controls in all city departments.
7. Assist City departments to develop and implement cost-effective, practical solutions to business issues and needs.

### **WORK PLAN FOR 2020-21**

1. Coordinate specific internal audits as identified in the FY 20-21 Audit Plan by June 2021. [2a]
2. Schedule and coordinate meetings for the City of Orange Internal Audit Committee through June 2021. [2a]

8. Provided leadership for several development related activities including: the Motel 6 redevelopment, the MSI expansion, redevelopment of the JC Penny site at The Village of Orange, the Orange Collection projects at The Outlets at Orange, and the Trails at Santiago project.
9. Concluded a multi-year agreement with Orange International Street Fair that achieves Council goals of prioritizing Orange-based nonprofits.
10. Continued working with Chapman University leadership to facilitate community engagement opportunities including planning for the processing of the new Chapman Specific Plan.
11. Completed the process of community engagement to produce a district map to transition from at-large to district-based elections.
12. Selected a platform to provide citizen reporting functions to residents and businesses.
13. Collaborated with Human Resources to successfully negotiate eight new three-year contracts with employee labor groups.
14. Strengthened our partnership with the Orange Chamber of Commerce by supporting State of the City, May parade, Leadership Orange, and other programs and initiatives that support our businesses and the community.
15. Evaluated the short and long term infrastructure needs for the Old Towne area, including the possibility of a second parking structure located east of the Plaza.
16. Worked with the City Council, Department Heads, and EOC team to coordinate City operations to address the COVID-19 crisis while continuing to provide essential services to residents and businesses.
17. Established robust website and social media tools along with a hotline to effectively communicate information about the COVID-19 crisis and available resources to the community.
18. Communicated with Orange County and area City Managers on public response and coordinated efforts on mandates directed by County, State, and Federal governments including the needs of the homeless population.
19. Developed a business survey to gauge the impact of COVID-19 on Orange businesses and communicated with every business in the city by phone or mail to offer resources and assess needs.
20. Created and administered the Small Business Assistance Program with Community Development Block Grant and CARES Act funds to provide grants to small businesses affected by COVID-19.



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## CITY ATTORNEY

### MISSION

To be an effective and impartial legal representative for the City of Orange, as governed by its Council and managed by its staff. To uphold the State and Federal constitutions and all laws consistent with those constitutions.

### DEPARTMENT GOALS

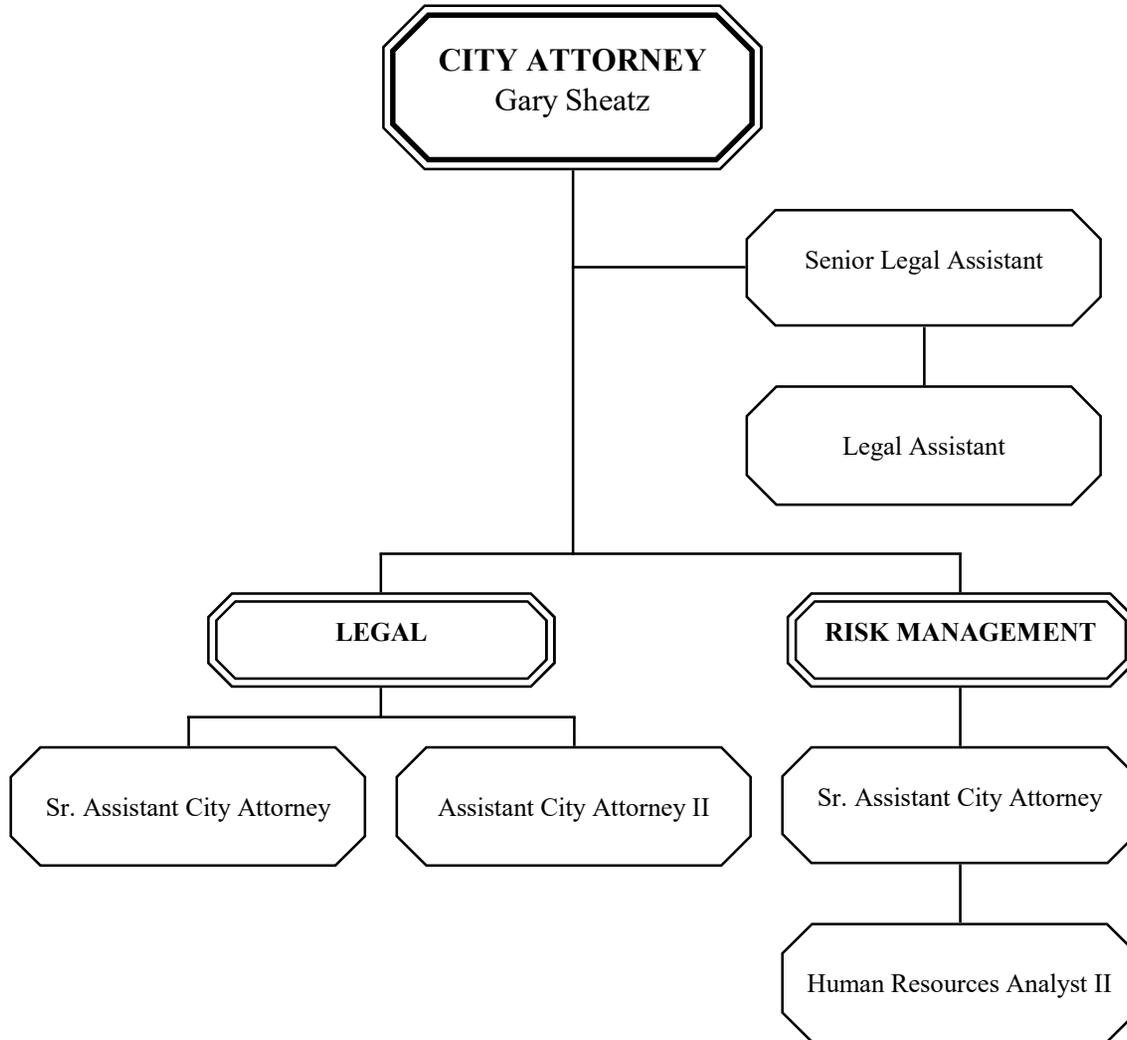
1. Maintain open communications with the City Council, the Planning Commission, other advisory bodies, and all city departments to assist them in developing solutions to achieve and implement their respective goals, programs, and projects.
2. Provide high quality and timely legal services to the City Council, Planning Commission, other advisory bodies, and all city departments.
3. Effectively represent the interests of the City in direct handling of litigation and administrative proceedings.
4. Maintain effective cost control for all city legal services including effective management of outside legal counsel services and costs.
5. Maintain the highest level of professional competence via a program of continuing legal education.
6. Continue to develop and maintain public confidence in the City Attorney's Office.
7. Offer periodic training on a wide variety of subjects as a preventative measure against legal claims and to enhance efficiency and fairness.
8. Ensure compliance with State and Federal employment laws.
9. Implement responsible and effective risk management programs to ensure a compliant, safe, equitable, and professional working environment through effective safety trainings, updated policies and procedures, and knowledgeable support to all city departments.
10. Administer an equitable workers' compensation program as required by law to resolve workplace injury claims through prompt and quality medical treatment and efficient claim administration.
11. Protect the City against financial consequences of catastrophic accidental loss with adequate insurance coverage.
12. Protect the City's capital assets for claims filed against the City.
13. Maintain the highest level of departmental efficiency by researching and implementing technological advances in the risk management industry.

### ACCOMPLISHMENTS FOR 2019-20

1. Provided training to designated employees regarding potential claim and claim investigations.
2. Established a comprehensive, streamlined program for subrogation claims for damaged city property.
3. Instrumental review and assistance in processing all entitlements for the Trails at Santiago Creek Project.
4. Significant updates, both legal and procedural, to the consultant and professional services agreements to streamline City contracting procedures.
5. Successfully defended and achieved early settlement in California Voting Rights Act case.
6. Instrumental in changing citywide voting system. Successfully assisted with the transition from general citywide elections to the establishment of districts pursuant to settlement in Voting Rights lawsuit.

7. Defended city in Federal Homeless Rights case. Took leadership role in establishing joint defense with other public entities. Provided significant input for settlement terms as it relates to on-going prosecution of homeless cases for cities in the North Service Planning Area.
8. Successfully prosecuted to dismissal an injunction barring the Orange County Needle Exchange Program (OCNEP) from establishing a mobile needle exchange facility in the City of Orange.
9. Provided conflict of interest advice to City Councilmembers allowing participation in project review and approval. Coordinated factual information and provided input to FPPC resulting in no investigation and the dismissal of a complaint against a Councilmember and the City Attorney.

# CITY ATTORNEY



## CITY ATTORNEY

### SCHEDULE OF POSITIONS

	APPROVED 2018-19	APPROVED 2019-20	BUDGET 2020-21
<b>Regular Full-Time:</b>			
Assistant City Attorney II	1.000	1.000	1.000
City Attorney	1.000	1.000	1.000
Executive Assistant	1.000	0.000	0.000
Human Resources Analyst II	1.000	1.000	1.000
Legal Assistant	0.000	0.000	1.000
° Legal Secretary	2.000	2.000	0.000
Risk Manager	1.000	0.000	0.000
Senior Assistant City Attorney	2.000	2.000	2.000
Senior Legal Assistant	0.000	0.000	1.000
<b>Total City Attorney</b>	<b>9.000</b>	<b>7.000</b>	<b>7.000</b>

° Reclassified: (1) Legal Secretary to Legal Assistant, (1) Legal Secretary to Senior Legal Assistant

## CITY ATTORNEY DEPARTMENT

### Financial Summary

<b><u>DEPARTMENT BUDGET SUMMARY:</u></b>	<b>Actual 2017-18</b>	<b>Actual 2018-19</b>	<b>Estimate 2019-20</b>	<b>Budget 2020-21</b>
Salaries & Benefits	1,051,349	1,181,968	1,904,399	1,759,738
Maintenance & Operations	238,437	375,783	5,958,173	5,139,010
<b>Total Department</b>	<b>1,289,786</b>	<b>1,557,751</b>	<b>7,862,572</b>	<b>6,898,748</b>
<b><u>DEPARTMENT PROGRAMS:</u></b>				
0301 Legal Services	1,289,786	1,557,751	1,705,526	1,546,968
0312 Risk Management	-	-	6,157,046	5,351,780
<b>Total Department</b>	<b>1,289,786</b>	<b>1,557,751</b>	<b>7,862,572</b>	<b>6,898,748</b>
<b><u>DEPARTMENT FUNDING SOURCES:</u></b>				
100 General Fund	882,084	1,115,140	1,216,956	951,433
730 Self Insurance Workers' Comp.	-	-	4,160,848	3,809,438
740 Self-Insurance Liability	390,678	423,939	2,484,661	2,137,878
940 Orange Merged Capital Projects	17,025	18,673	107	-
<b>Total Funding</b>	<b>1,289,786</b>	<b>1,557,751</b>	<b>7,862,572</b>	<b>6,898,748</b>

## CITY ATTORNEY | Legal Services

### PROGRAM DESCRIPTION

Provides legal advice and services to the City Council, all city advisory bodies and city departments, as well as the defense and initiation of lawsuits involving the City and their respective officers and employees.

### SERVICE OBJECTIVES

1. Provide efficient and expeditious legal services to the City Council, all city advisory bodies, and city departments by assigning staff members to respective fields based on their areas of expertise.
2. Provide maximum use of in-house staff to reduce the need and costs associated with the use of outside counsel.
3. Effectively supervise and monitor outside legal (contract special) counsel.
4. Minimize exposure to liability by practicing preventive law, providing training and workshops to city officers and employees, and ensuring that employee complaints are appropriately and thoroughly investigated.
5. Provide minimum turnaround time on day-to-day legal service assignments without sacrificing quality and keeping requesters informed of progress of work as appropriate.
6. Review contracts and advise departments as to any legal ramifications of their contents.
7. Provide legal advice and services at meetings of the City Council, Planning Commission, Traffic Commission, Design Review Committee (DRC), and to other boards and committees as required.
8. Provide advice and guidance in personnel matters at early stages to reduce city exposure from grievances and lawsuits.

### WORK PLAN FOR 2020-21

1. Provide mandatory training to city staff, appointed and elected officials regarding ethics and sexual harassment through June 2021. [4d, 4e]
2. Provide ongoing training to designated employees regarding potential claim and claim investigations through June 2021. [4d, 4e]
3. Provide ongoing training to designated employees and departments regarding consultant and professional services agreements and public records requests through June 2021. [4d, 4e]
4. Review and assist in the Referendum process for the Trails at Santiago Creek project through June 2021. [1d, 3c]
5. Defend CEQA lawsuits in the Tuskatella and Trails at Santiago Creek cases through June 2021. [4d]
6. Review, assist, and monitor the district elections through November 2020. [3e]
7. Assist in updates of city parking code, sign code, and accessory dwelling unit code revisions by June 2021. [2e, 3c,]
8. Assist and provide staff with advice and guidance with extensive state legislation related to affordable housing through June 2021. [1d, 5b]
9. Assist with the update to the City's Housing Element through June 2021. [1d]

## CITY ATTORNEY | Risk Management

### PROGRAM DESCRIPTION

Risk Management's mission is to efficiently prevent, control, and reduce the City's financial risk while providing optimum services to city employees and residents. Services include the oversight of the following programs: workers' compensation, safety and environmental health, liability management, financial recovery, regulatory compliance, insurance procurement, industrial disability retirements, ergonomics, training, and emergency preparedness.

### SERVICE OBJECTIVES

1. Resolve workers' compensation claims by achieving a balance between employee advocacy and loss control.
2. Serve as the gatekeeper of all parties involved in the workers' compensation process, including departments, employees or retirees, medical providers, defense attorneys, and the third party administrator.
3. Monitor performance of third party vendors through continuous evaluations of services.
4. Investigate, negotiate, and resolve property claims against the City.
5. Assist city departments comply with Cal/OSHA, state, and federal regulations by conducting self-audits, work fitness evaluations, commercial driver license examinations, hearing examinations, and drug and alcohol testing. Maintain all related documents, files, logs, and databases as tools for monitoring risk.
6. Utilize current educational and training materials, both online and in the classroom, to ensure employees take precautionary measures for their individual safety as well as the community's.
7. Provide recommendations and procure insurance to protect the City against the financial consequences of catastrophic accidental loss.
8. Pursue opportunities for financial recovery through subrogation and restitution efforts.

### WORK PLAN FOR 2020-21

1. Building on the foundation of the existing safety program, increase awareness of compliance standards to identify potential areas of improvement through June 2021. [2d]
2. Periodically evaluate the performance of service providers including defense attorneys, healthcare providers, and the third party administrator to maintain the gradual decrease of the number of litigated claims, frequency of new claims, and severity of incurred costs through June 2021. [2d]
3. Track all open workers' compensation claims closely with periodic file reviews to set up strategic plans of action and identify trends and opportunities for improvement through June 2021. [2d]
4. Streamline the third party liability recovery program through proper identification of financial recovery opportunities and adequate follow-up through June 2021. [2d]
5. Process all industrial disability retirement applications in accordance with the latest CalPERS standards. This is accomplished through proactive communication and subject matter expert evaluations through June 2021. [2a] [2d]
6. Enhance compliance with state and federal safety regulations using self-assessment forms, self-audits, facility inspections, and post-incident investigations through June 2021. [2d]
7. Provide safety trainings to prevent injuries and reduce liability to the City and expand integration of an online learning management system through June 2021. [2d]
8. Enhance emergency preparedness with supplies, trainings, business continuity plans, and drills through June 2021. [1c]



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## CITY CLERK

### MISSION

The City Clerk's Department is committed to providing exceptional customer service; promoting community involvement and awareness; supporting City Council and staff; coordinating the legislative process; administering City Elections; and managing City Records – all with integrity, accuracy, impartiality, and professionalism.

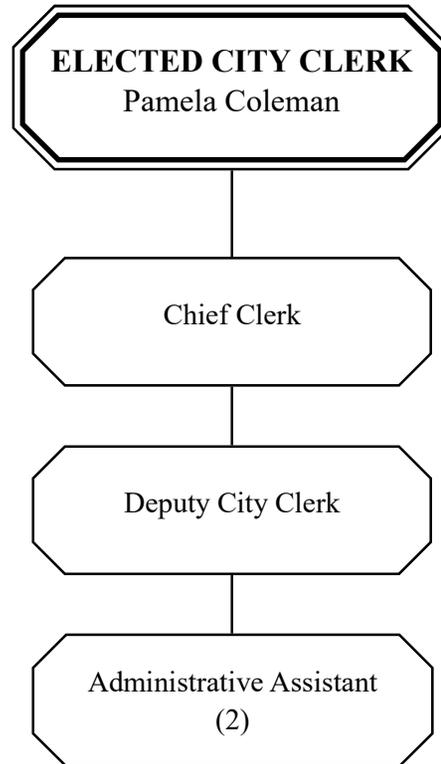
### DEPARTMENT GOALS

1. Effectively administer the 2020 General Municipal Election. Post notices, conduct open candidate filing period, create campaign filing notebook for candidates.
2. Perform effectively as the information focal point in all areas of City business for the City Council, staff, and citizens of Orange.
3. Produce City Council/Successor Agency to the Redevelopment Agency Agendas and Minutes in a manner for dissemination to the public.
4. Process and maintain City records in accordance with the laws of the State of California.
5. Codify and maintain the Orange Municipal Code.
6. Ensure that the City's legislative history is maintained.
7. Ensure that all State and Local laws are adhered to.
8. Ensure that all City employees are trained on the new Agenda Management System
9. Provide for long-term records storage for all City documents.
10. Provide enhanced access to the public process and records for members of the public.

### ACCOMPLISHMENTS FOR 2019-20

1. Completed the legal processes for conducting the 2019 Special Election. Completed the legal processes for cancelling the 2019 Special Election.
2. Completed the State mandated campaign finance filing procedures and the 2020 Conflict of Interest filing per State law.
3. Updated Boards, Committees and Commissions Manual by March 2020.
4. Completed 2019 citywide destruction of records by June 2020. 136 boxes and 2,500 digital records removed from inventory.
5. Assisted other departments in effectively utilizing the City's Laserfiche Records Imaging and Retrieval system on an ongoing basis.
6. Continued, refined, and updated the Granicus Streaming Video technology/program for live and archived Council and Planning Commission meetings via City's website.
7. Processed over 3,200 passport applications.
8. Processed over 375 Public Records Act requests.
9. Processed over 85,000 pieces of incoming and outgoing mail.

# CITY CLERK



## CITY CLERK

### SCHEDULE OF POSITIONS

	APPROVED 2018-19	APPROVED 2019-20	BUDGET 2020-21
<b>Elected Official:</b>			
City Clerk	1.000	1.000	1.000
<b>Regular Full-Time:</b>			
Administrative Assistant	2.000	2.000	2.000
Chief Clerk	1.000	1.000	1.000
Deputy City Clerk	1.000	1.000	1.000
<i>Regular Full-Time Sub-Total</i>	4.000	4.000	4.000
<b>Total City Clerk</b>	<b>5.000</b>	<b>5.000</b>	<b>5.000</b>

## **CITY CLERK | Legislative History, Records Management, and Election Operations**

### **PROGRAM DESCRIPTION**

In accordance with state mandated duties and deadlines, produce City Council and Successor Agency agendas and minutes; process all legal documents; Process City Council and Successor Agency directives; Index city documents through the City's automated document management system for immediate retrieval; and codify all supplements for inclusion in the Orange Municipal Code. Conduct general elections every two years and special elections as required by City Council direction.

### **SERVICE OBJECTIVES**

1. Serve as the City's information center disseminating information concerning City activities, programs and regulations to the public.
2. Conduct municipal elections and Enforce campaign-filing regulations for office holders and active campaign committees.
3. Maintain Orange Municipal Code.
4. Maintain Records Retention Schedule for all departments incorporating electronic, as well as paper storage.
5. Monitor Maddy Act regulations relating to City Council appointments to all Boards, Committees and Commissions.
6. Provide access to public documents through the City's website, hotline and at the public counter.
7. Provide citywide information through the City's cable television and the City's website.
8. Accept U.S. passport applications from the public on behalf of the United States Department of State.

### **WORK PLAN FOR 2020-21**

1. Conduct 2020 General Municipal Election by November 2020. {4b}
2. Coordinate all Fair Political Practices Commission filings for candidate campaigns for the November, 2020 General Municipal Election and all Conflict of Interest filings by June 2021. [4b]
3. Install and implement agenda management software for more efficient agenda workflow by December 2020. [4b]
4. Update Boards, Commissions, and Committees manual by June 2021. [4b]
5. Complete 2020 citywide destruction of records by June 2021. [4c]
6. Assist other departments with their imaging projects to convert paper to electronic records and effectively utilize the Laserfiche Records Imaging and Retrieval system by June 2021. [4c]
7. Update all office procedures regarding the imaging of permanent records currently filed in Clerk's office by June 2021. [4b]
8. Continue to cross-train staff to effectively use resources as required by June 2021. [4b]
9. Increase transparency for public to access City records through Laserfiche by June 2021 [4c]

## CITY CLERK DEPARTMENT

### Financial Summary

<b><u>DEPARTMENT BUDGET SUMMARY:</u></b>	<b><u>Actual 2017-18</u></b>	<b><u>Actual 2018-19</u></b>	<b><u>Estimate 2019-20</u></b>	<b><u>Budget 2020-21</u></b>
Salaries & Benefits	537,543	556,593	524,334	544,192
Maintenance & Operations	31,137	136,566	95,800	47,132
<b>Total Department</b>	<b><u>568,679</u></b>	<b><u>693,159</u></b>	<b><u>620,134</u></b>	<b><u>591,324</u></b>
 <b><u>DEPARTMENT PROGRAMS:</u></b>				
0401 City Clerk	<u>568,679</u>	<u>693,159</u>	<u>620,134</u>	<u>591,324</u>
<b>Total Department</b>	<b><u>568,679</u></b>	<b><u>693,159</u></b>	<b><u>620,134</u></b>	<b><u>591,324</u></b>
 <b><u>DEPARTMENT FUNDING SOURCES:</u></b>				
100 General Fund	<u>568,679</u>	<u>693,159</u>	<u>620,134</u>	<u>591,324</u>
<b>Total Funding</b>	<b><u>568,679</u></b>	<b><u>693,159</u></b>	<b><u>620,134</u></b>	<b><u>591,324</u></b>



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## **CITY TREASURER**

### **MISSION**

To prudently manage, protect, and preserve funds placed in its trust.

### **DEPARTMENT GOALS**

1. Administer the investment portfolio of the City in a manner consistent with prudent and conservative financial practices.
2. Project cash flow requirements to ensure adequate liquidity and maximum investment opportunity.
3. Assess market conditions and other information necessary to ensure all investment objectives are met.
4. Provide timely information to City Council, city staff, and citizens on the status of the City's investments.
5. Recommend to the City Council, as needed, changes to the Statement of Investment Policy to ensure that it accurately reflects the City Council's investment objectives and all related laws and regulations.
6. Monitor and analyze revenue receipts and prepare the revenue budget.

### **ACCOMPLISHMENTS FOR 2019-20**

1. Updated the Statement of Investment Policy and the Treasurer's Reference Manual.
2. Completed a development impact fee study with a consultant and updated the impact fees for park, library, police, and fire facilities.
3. Worked with departments to identify changes to the Master Schedule of Fees and Charges and revised the fee schedule to be adopted with the FY 2020-21 budget.

**CITY TREASURER**

**ELECTED CITY TREASURER**  
Richard A. Rohm

## CITY TREASURER

### SCHEDULE OF POSITIONS

	APPROVED 2018-19	APPROVED 2019-20	BUDGET 2020-21
<b>Elected Official:</b>			
City Treasurer	1.000	1.000	1.000
<b>Regular Full Time:</b>			
Investment/Revenue Officer	1.000	0.000	0.000
<b>Total City Treasurer</b>	<b>2.000</b>	<b>1.000</b>	<b>1.000</b>

## **CITY TREASURER | Treasurer Operations**

### **PROGRAM DESCRIPTION**

Provides for the investment of the City's funds in compliance with State law and the City's Statement of Investment Policy. Monitors revenues, cash flow needs, and cash controls.

### **SERVICE OBJECTIVES**

1. Invest all funds in accordance with State law and the City's Statement of Investment Policy.
2. Review monthly Treasurer's report in accordance with the City's Statement of Investment Policy.
3. Keep current on financial and economic indicators affecting the investment market.
4. Maintain up-to-date cash flow information to ensure the City's liquidity needs are met.
5. Participate in quarterly meetings of the Investment Advisory Committee and Investment Oversight Committee.
6. Monitor compliance with cash receipts policy.
7. Monitor and analyze revenue, prepare revenue budget, and prepare compliance reports for revenue disclosure.
8. Maintain annual certifications for investment brokers.
9. Update Statement of Investment Policy annually.

### **WORK PLAN FOR 2020-21**

1. Update the Statement of Investment Policy and make recommendations for enhancement to the City Council by June 2021. [2d]
2. Review and update the Treasurer's Reference Manual by June 2021. [2d]
3. Update the Master Schedule of Fees and Charges as part of the budget process by June 2021. [2b]
4. Update the development impact fees for park, library, police, and fire during the budget process by June 2021. [2b]

**\*CITY TREASURER DEPARTMENT**  
Financial Summary

<b><u>DEPARTMENT BUDGET SUMMARY:</u></b>	<b>Actual 2017-18</b>	<b>Actual 2018-19</b>	<b>Estimate 2019-20</b>	<b>Budget 2020-21</b>
Salaries & Benefits	78,860	81,511	77,095	-
Maintenance & Operations	10,429	10,044	-	-
<b>Total Department</b>	<b>89,289</b>	<b>91,554</b>	<b>77,095</b>	<b>-</b>
<b><u>DEPARTMENT PROGRAMS:</u></b>				
0501 City Treasurer	89,289	91,554	77,095	-
<b>Total Department</b>	<b>89,289</b>	<b>91,554</b>	<b>77,095</b>	<b>-</b>
<b><u>DEPARTMENT FUNDING SOURCES:</u></b>				
100 General Fund	89,289	91,554	77,095	-
<b>Total Funding</b>	<b>89,289</b>	<b>91,554</b>	<b>77,095</b>	<b>-</b>

\*Merged to the Finance Department under Department 1201



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## FINANCE

### MISSION

To provide excellent customer service to both internal and external customers with the highest degree of reliability, timeliness, and professionalism, while safeguarding the public assets entrusted to the City.

### DEPARTMENT GOALS

1. Administer the investment portfolio of the City in a manner consistent with prudent and conservative financial practices.
2. Project cash flow requirements to ensure adequate liquidity and maximum investment opportunity.
3. Assess market conditions and other information necessary to ensure all investment objectives are met.
4. Provide timely information to City Council, city staff, and citizens on the status of the City's investments.
5. Recommend to the City Council, as needed, changes to the Statement of Investment Policy to ensure that it accurately reflects the City Council's investment objectives and all related laws and regulations.
6. Monitor and analyze revenue receipts and prepare the revenue budget.
7. Provide quality service to both internal and external customers.
8. Maintain the financial system and records of the City consistent with the highest professional standards in accordance with legal requirements and generally accepted accounting procedures.
9. Produce timely and accurate financial reports including the Comprehensive Annual Financial Reports (CAFRs) and State Controller's Reports for both the City and Successor Agency.
10. Provide revenue projections and assist in the coordination, preparation, and review of the City's Annual Budget and Capital Improvement Plan.
11. Manage collection of city revenues in the most effective and efficient manner including Business License and Transient Occupancy Tax.
12. Provide utility billing services for 35,000 accounts for water and sanitation services.
13. Coordinate the issuance and refunding of debt and other related financing as needed.
14. Assist in the administration of the investment portfolio for the City in a manner consistent with prudent conservative financial practices.
15. Direct and coordinate the procurement and warehousing of equipment, supplies and services at the lowest possible cost commensurate with quality needs.
16. Make timely and accurate payments for all approved salaries, benefits, goods, services, and contracts.
17. Manage 20,000 business licenses, including 4,000 home-based businesses and 4,250 out-of-town businesses.

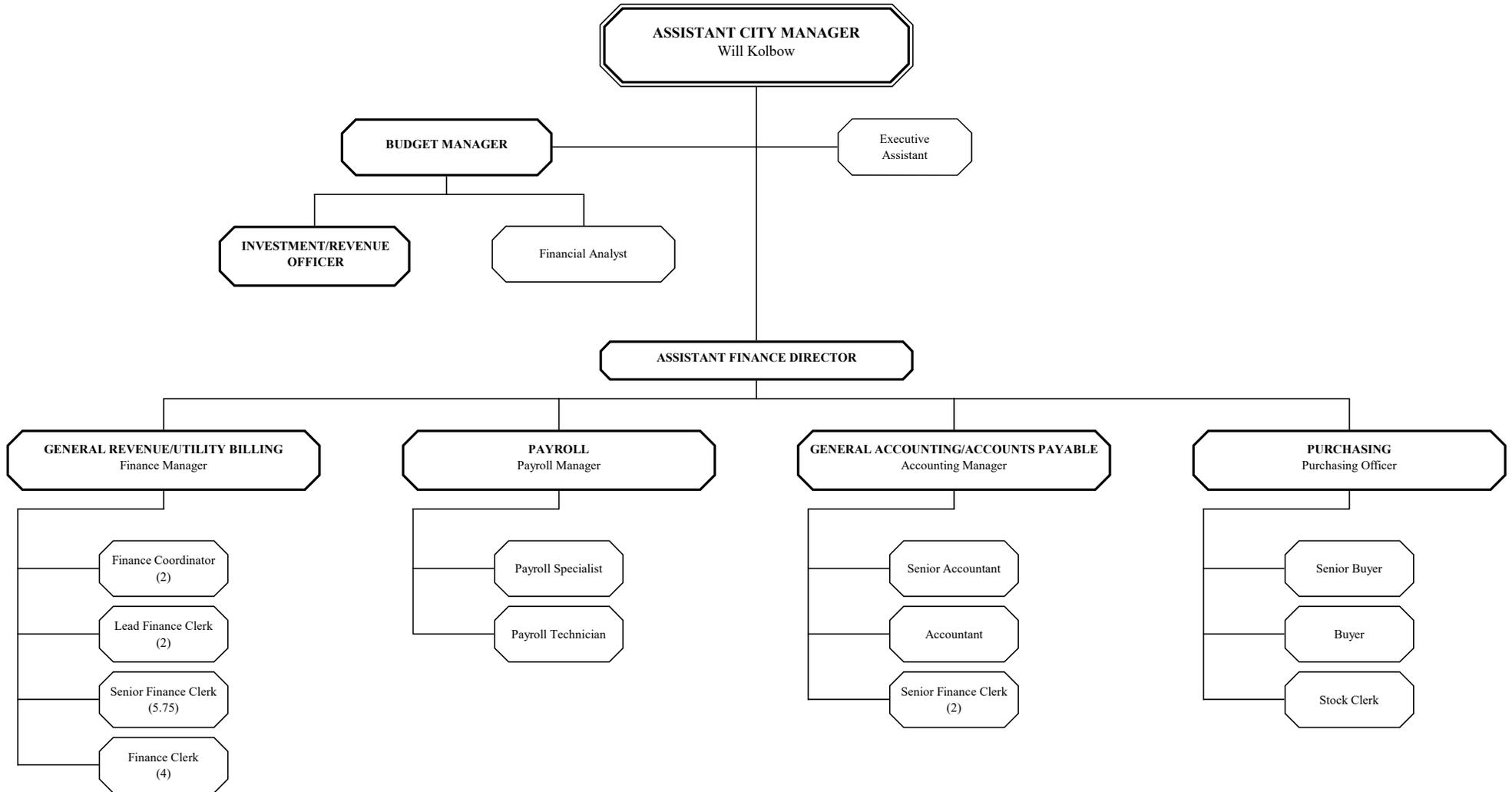
### ACCOMPLISHMENTS FOR 2019-20

1. Updated the Statement of Investment Policy and the Treasurer's Reference Manual.
2. Completed a development impact fee study with a consultant and updated the impact fees for park, library, police, and fire facilities.
3. Worked with departments to identify changes to the Master Schedule of Fees and Charges and revised the fee schedule to be adopted with the FY 2020-21 budget.
4. Participation in online business license renewals increased to 40%.
5. Provided online business license renewal reminders as an alternative to mailed renewal notices which has reduced mailing costs.

6. Implemented new procedures for miscellaneous receipts, allowing user departments to enter those receipts directly into Eden thereby reducing data entry redundancy and errors.
7. Properly migrated Eden budget platform to OpenGov budget platform.
8. Utilize Access Database to migrate OpenGov data to populate tables for Annual Budget.
9. Made available the Warehouse Form and UPS Form in Seamless Documents.
10. Upgraded Developer Billing process in Accounts Receivable.
11. Integrated GASB 74 and 75, Financial Reporting for Postemployment Benefit Plans other than Pension Plans, and Accounting and Financial Reporting for Postemployment Benefits Other Than Pensions, in the reporting and disclosure of the City's CAFR.
12. Increase awareness of the warehouse's inventory and capabilities to increase cost savings throughout the City.
13. Process employee wellness and technology reimbursements through Payroll rather than through Accounts Payable to comply with W-2 reporting requirements.
14. Implemented annual paramedic billing to enhance billing services.

# FINANCE

1



## FINANCE DEPARTMENT

### SCHEDULE OF POSITIONS

	APPROVED 2018-19	APPROVED 2019-20	BUDGET 2020-21
<b>Regular Full-Time:</b>			
Accountant	1.000	1.000	1.000
Accounting Manager	1.000	1.000	1.000
Administrative Services Director	1.000	0.000	0.000
Assistant City Manager	0.000	1.000	1.000
Assistant Finance Director	1.000	1.000	1.000
Budget Manager	1.000	1.000	1.000
Buyer	1.000	1.000	1.000
Executive Assistant	1.000	1.000	1.000
° Finance Clerk	4.000	4.000	3.000
Finance Coordinator	2.000	2.000	2.000
Finance Manager	1.000	1.000	1.000
Financial Analyst	1.000	1.000	1.000
Investment/Revenue Officer	0.000	1.000	1.000
Lead Finance Clerk	1.000	1.000	2.000
Payroll Manager	1.000	1.000	1.000
Payroll Specialist	1.000	1.000	1.000
Payroll Technician	1.000	1.000	1.000
Purchasing Officer	1.000	1.000	1.000
Senior Accountant	2.000	1.000	1.000
Senior Buyer	1.000	1.000	1.000
° Senior Finance Clerk	8.000	7.000	7.000
Stock Clerk	1.000	1.000	1.000
<i>Regular Full-Time Sub-Total</i>	<i>32.000</i>	<i>31.000</i>	<i>31.000</i>
<b>Regular Part-Time (FTE):</b>			
Senior Finance Clerk	0.625	0.625	0.750
<i>Regular Part-Time Sub-Total</i>	<i>0.625</i>	<i>0.625</i>	<i>0.750</i>
<b>Part-Time/Non-Benefitted (FTE):</b>			
° Accountant	0.000	0.475	0.000
<i>Part-Time/Non-Benefitted Sub Total</i>	<i>0.000</i>	<i>0.475</i>	<i>0.000</i>
<b>Total Finance</b>	<b>32.625</b>	<b>32.100</b>	<b>31.750</b>

° Eliminated: (1) part-time Accountant

° Reclassified: (1) Finance Clerk reclassified to Senior Finance Clerk,(1) Senior Finance Clerk reclassified to Lead Finance Clerk

## FINANCE DEPARTMENT

### Financial Summary

<b><u>DEPARTMENT BUDGET SUMMARY:</u></b>	<b>Actual 2017-18</b>	<b>Actual 2018-19</b>	<b>Estimate 2019-20</b>	<b>Budget 2020-21</b>
Salaries & Benefits	3,521,040	3,519,374	3,907,868	4,221,806
Maintenance & Operations	663,129	654,178	607,224	671,324
<b>Total Operating Budget</b>	4,184,170	4,173,552	4,515,092	4,893,130
Capital Improvements	10,945	-	22,138	-
<b>Total Department</b>	<u>4,195,115</u>	<u>4,173,552</u>	<u>4,537,230</u>	<u>4,893,130</u>
 <b><u>DEPARTMENT PROGRAMS:</u></b>				
1201 Administration	-	-	556,314	1,023,561
1205 Purchasing and Warehouse	766,530	589,604	609,943	607,682
1221 General Revenue	752,656	666,621	592,508	718,816
1222 Utility Billing	1,147,505	1,146,412	1,284,731	1,279,164
1231 General Accounting	1,528,423	1,770,915	1,493,734	1,263,907
<b>Total Department</b>	<u>4,195,115</u>	<u>4,173,552</u>	<u>4,537,230</u>	<u>4,893,130</u>
 <b><u>DEPARTMENT FUNDING SOURCES:</u></b>				
100 General Fund	2,820,310	2,808,258	3,118,476	3,373,595
220 Sanitation Fund	4,570	-	11,069	-
600 Water Utility Operations	1,142,935	1,146,412	1,273,662	1,279,164
780 Information Technology	94,245	67,400	104,809	187,294
921 Loan Receivables	26,341	21,153	26,883	27,877
940 Orange Merged Capital Projects	106,713	130,329	2,331	25,200
<b>Total Funding</b>	<u>4,195,115</u>	<u>4,173,552</u>	<u>4,537,230</u>	<u>4,893,130</u>

## FINANCE | Purchasing and Warehouse

### PROGRAM DESCRIPTION

Provides a centralized buying and accounts payable service for all departments to ensure that the purchase and invoice payments of construction projects, services, equipment, and materials are at the lowest possible cost commensurate with quality needs. Serves as a central store for commonly used supplies, makes daily mail and supply deliveries to all affiliate locations and handles all outside printing and duplicating needs for departments.

### SERVICE OBJECTIVES

1. Provide courteous, efficient service to all internal and external customers 100% of the time.
2. Process all informal bids within 24 hours of receipt of specifications.
3. Procure all goods and services meeting departments' specific needs at the best value available.
4. Ensure daily mail and supply delivery and pick-ups are made to all city mail locations.
5. Deliver goods requested from the warehouse within 24 hours of receipt of requisition.
6. Assist in preparation of Request for Proposal (RFP) and Request for Qualifications (RFQ) requirements.
7. Ensure the purchase of all goods and services procured through the Purchasing Division are done so in accordance with all Federal, State, and City laws, regulations, and policies.
8. Process thousands of purchase orders, invoices, and warehouse requisitions annually.
9. Manage and audit the CAL-Card procurement program on an ongoing basis.
10. Ensure the payments of all goods and services through the Accounts Payable Division are done so in accordance with all Federal, State, and City laws, regulations, and policies.
11. Conduct annual citywide training sessions on procurement and payment processes.

### WORK PLAN FOR 2020-21

1. Make available the New Vendor Form and New Supplier Form in Seamless Documents on the City's Employee Portal by September 2020. [2d]
2. Continue implementation of Amazon Business Solutions to obtain cost savings for items frequently purchased by the City by December 2020. [2a]
3. Increase purchases of Green and Recycled Products by 25% for city use within the warehouse inventory to promote healthier environment and to improve image of goodwill by May 2021. [2d]
4. Research payments through ACH banking system by June 2021. [2a]
5. Develop a plan to automate the City's Procurement credit card (Cal Card) using Eden templates entered by each department by June 2021. [2d]
6. Obtain credit card resources for Emergency Operations Center by February 2021. [2a]
7. Update the current Procurement Manual by May 2021. [2d]

## FINANCE | General Revenue

### PROGRAM DESCRIPTION

General Revenue manages the collection of various revenues and maintains payment records for the City. This includes processing Transient Occupancy Taxes (TOT) and business license taxes in accordance with the Orange Municipal Code. Cashiering is also provided for business license payments, miscellaneous receivables including TOT, and some accounts receivable payments. General Revenue is a collector of business information and maintains continuous records of all business activity taking place in the City.

### SERVICE OBJECTIVES

1. Provide outstanding customer service to both external and internal customers by processing and reconciling payments from counter customers, mailed-in payments, faxes, and on-line renewals or applications. Also provide on-line business searches and new business listing for inquiring customers.
2. Prepare monthly reports of business license registrations for the Fire Department, Police Department, Public Works Department, Economic Development Department, and others as needed.
3. Process and send out certificates to thousands of new business license applicants and renewals, frequently generated online, and send out delinquent notices and close-outs as necessary.
4. Monitor hundreds of business regulatory permits including massage therapists, secondhand dealers, firearm dealers, tow truck drivers, solicitors, and others.
5. Annually follow up and process thousands of non-compliant or delinquent businesses, plus new business license leads.
6. Perform hundreds of annual gross receipts and sales tax audits.
7. Scan thousands of records into Laserfiche.
8. Monitor TOT for motels and hotels.
9. Research thousands of leads from the Franchise Tax Board, hundreds of fictitious business name registrations from the Orange County Clerk Recorder's office, and hundreds of seller's permit holders from the State Board of Equalization.
10. Review all building permits issued by the City, checking all contractors, architects, engineers, and others for business license compliance.

### WORK PLAN FOR 2019-20

1. Encourage on-line business license renewals to increasing participation by June 2020. [4c]
2. Continue to provide customers with the option to accept emailed renewal reminders instead of mailed renewal notices to reduce postage costs by June 2020. [2a,4c]
3. Continue to monitor and refine the Business License web page to meet customer needs by June 2020. [4c]
4. Continue to refine the revenue team approach to streamline compliance and inspection procedures, thereby providing timely and customer friendly follow-up to increase revenue recovery by June 2020. [2b]

## FINANCE | Utility Billing

### PROGRAM DESCRIPTION

The Utility Billing Division provides the billing, collection, and data management of all utility accounts for water, City sanitation services, and the voluntary paramedic subscription program. All customer inquiries regarding the billing of these services are handled within this division. In addition, this program has the responsibility of managing petty cash and accounts receivables, which processes all city department invoices.

### SERVICE OBJECTIVES

1. Provide customer service for all utility billing related questions or comments via phone, counter, or e-mail.
2. Prepare, calculate, and send out utility bills with 99% accuracy within two days of the meter being read.
3. Process closing bills and send accounts to collections for non-payment.
4. Create and process electronic work orders (Closing/opening readings, meter exchanges, high consumptions, leaks, re-checks, door hangers, repairs/replacement of parts, and delinquent turn-offs).
5. Create, process, and maintain Landlord Continue Service Agreements.
6. Create, process, and manage customers on the Paramedic Subscription Program.
7. Download and process electronic payments daily (lockbox, ACH "Automatic Clearing House", online, phone, and bill pay banking payments). In addition, collect payments via the counter and night deposit box daily.
8. Provide an online customer portal for customers to view and pay utility bills, as well as the ability to setup automatic payments via checking accounts and credit cards.
9. Accounts Receivable creates and sends first, second, and third invoices for all city departments. (developer billing, expense reimbursement for grant funds, hydrant rentals, false alarms, damage to city property, city permits, disturbance calls, lease agreements, and other miscellaneous invoices). In addition, Accounts Receivable collects payments for all invoices and sends accounts to collections for non-payment.

### WORK PLAN FOR 2020-21

1. Promote more electronic and automatic payment options and services, including online, automatic telephone system, and e-Billing for Utility Billing customers by June 2021. [4c]
2. Investigate option to upgrade mCare, a mobile work order system by December 2020. [4c]
3. Investigate the possibility of accepting online payments for Accounts Receivable by February 2021.[4c]
4. Create Standard Operating Procedure manuals for all Utility Billing position by December 2020. [4d]
5. Analyze and update policies and procedures to improve customer service by June 2021. [4d]

## **FINANCE | Administration**

### **PROGRAM DESCRIPTION**

Administration is responsibly for maintaining internal controls that safeguard the City's assets and provides budgeting, financial management, investments, and reporting for the City, consistent with the highest professional standards and in accordance with legal requirements.

### **SERVICE OBJECTIVES**

1. Invest all funds in accordance with State law and the City's Statement of Investment Policy.
2. Review of monthly Treasurer's report in accordance with the City's Statement of Investment Policy.
3. Keep current on financial and economic indicators affecting the investment market.
4. Maintain up-to-date cash flow information to ensure the City's liquidity needs are met.
5. Participate in quarterly meetings of the Investment Advisory Committee and Investment Oversight Committee.
6. Monitor compliance with cash receipts policy.
7. Monitor and analyze revenue, prepare revenue budget, and prepare compliance reports for revenue disclosure.
8. Maintain annual certifications for investment brokers.
9. Update Statement of Investment Policy annually.
10. Prepare the Annual Budget and Capital Improvement Plan documents.
11. Provide assistance to every department in reconciling and analyzing their specific financial activities.
12. Administer and monitor financial activity to ensure that it reflects the adopted budget.

### **WORK PLAN FOR 2020-21**

1. Update the Statement of Investment Policy and make recommendations for enhancement to the City Council by June 2021. [2d]
2. Review and update the Treasurer's Reference Manual by June 2021. [2d]
3. Update the Master Schedule of Fees and Charges as part of the budget process by June 2021. [2b]
4. Evaluate the current banking services and future needs by February 2021. [2d]
5. Continue to evaluate positions and duties within each division to ensure proper segregation of duties to safeguard the City's assets through June 2021. [4d, 4e]
6. Continue to implement OpenGov budget components. [2d]

## FINANCE | General Accounting

### PROGRAM DESCRIPTION

General Accounting is responsible for maintaining a system of internal controls that safeguard the City's assets and provides financial management and reporting, payroll, accounts payable, and accounting services for the City, consistent with the highest professional standards and in accordance with legal requirements and generally accepted accounting principles.

### SERVICE OBJECTIVES

1. Coordinate all financial audits including the City's annual audit, the Federal Single Audit, Gas Tax, Air Quality Management District (AQMD), various State and Federal grants, and Proposition 172 audits.
2. In conjunction with the financial audit, prepare the City's Comprehensive Annual Financial Report (CAFR).
3. Prepare the Annual Street and State Controller's Reports.
4. Maintain, update, and troubleshoot the Eden accounting system and provide Eden training and translation to personnel in every department.
5. Maintain financial records for over one hundred separate funds.
6. Provide assistance to every department in reconciling and analyzing their specific financial activities.
7. Process biweekly payroll for more than 750 employees with less than a 1% error rate.
8. Prepare quarterly payroll tax returns in compliance with Federal and State reporting requirements.
9. Prepare and calculate position budgeting for the annual budget.
10. Issue W-2s, prepare annual sick leave conversion calculation, process open enrollment changes, and annual leave accruals and payoffs by January of each year.
11. Process all benefit and/or compensation changes per Memorandum of Understanding (MOU) or Letter of Understanding (LOU) for 19 different salary groups.
12. Upon an employee's retirement or separation from the City, conduct multiple manual calculations to ensure proper processing of the net benefits, leave pay-outs, and salary included in the final paycheck. PERS and deferred compensation reporting is an additional component of this task.
13. Assist in the set-up and tracking of Capital Improvement Plan (CIP) expenditures, including related salary costs, and revenue sources under Project Accounting for new and on-going City projects.
14. Administer and monitor financial activity to ensure that it reflects the adopted budget.
15. Coordinate the wind-down of the former Redevelopment Agency and help with financial reporting, budgeting, and Oversight Board actions.

### WORK PLAN FOR 2020-21

1. Continue to monitor and refine Developer Billing implementation in conjunction with Eden's Accounts Receivable module and the Community Development, Community Services, SMART Committee and Public Works Departments by June 2021. [4d, 4e]
2. Develop succession planning for Payroll Division through June 2021. [4d, 4e]
3. Review and update the security settings for all users of the accounting financial software program, Eden through June 2021. [4d, 4e]
4. Continue to identify employee reimbursements to process through Payroll rather than through Accounts Payable to comply with any W-2 reporting requirements by April 2021. [2a]

## HUMAN RESOURCES

### MISSION

To ensure quality customer service through responsible management of human resources and to promote the safety and well-being of employees, the workplace, and ultimately the community.

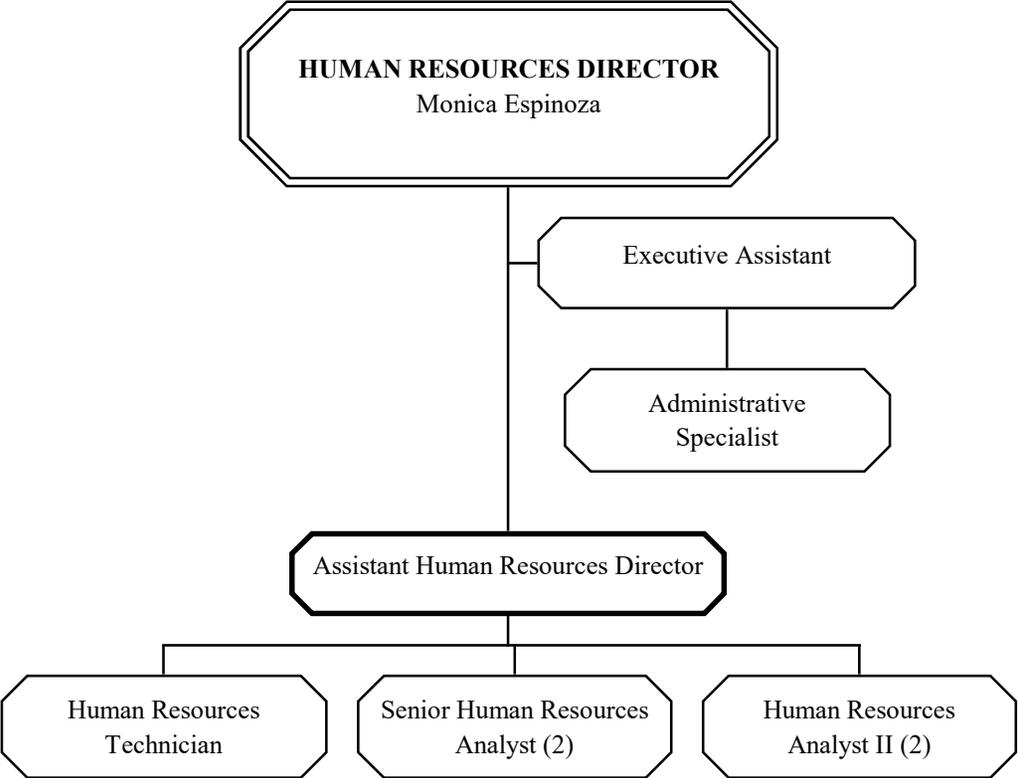
### DEPARTMENT GOALS

1. Continue to review, analyze, propose, revise, and enact changes to the City's employment process to comply with new and current rules and regulations set by State and Federal laws.
2. Work with the City Manager's Office to analyze vacant positions to determine appropriate hiring action (fill, freeze, job share, etc.).
3. Support departments to recruit, hire, and promote the most qualified employees.
4. Assist departments in managing employee performance, resolving labor disputes, and addressing grievances and disciplinary matters.
5. Administer an effective classification and compensation system.
6. Assist in administration of collective bargaining agreements and resolutions with employee groups.
7. Develop and implement quality training programs to enhance the professional development of city employees.
8. Maintain the highest level of departmental efficiency by researching and implementing technological advances within the field of Human Resources.
9. Continue to respond to all unemployment insurance claim requests for information, providing employee separation information that should be considered by the California Employment Development Department when determining unemployment insurance benefits eligibility.
10. Work with insurance broker to forecast, tailor, and negotiate the most appropriate, quality, and cost effective benefit programs and rates for employees.

### ACCOMPLISHMENTS FOR 2019-20

1. In conjunction with the City Manager and City Attorney's Office, negotiated, settled and implemented Letters of Understanding with eight employee bargaining groups.
2. Administered 98 recruitments, processed 8,072 employment applications, referred 611 qualified candidates to operating departments, and hired 140 new employees. (Based on calendar year data.)
3. Conducted 88 background investigations. (Based on calendar year data.)
4. Coordinated anti-harassment training for 688 city employees.
5. Achieved minimum wage law compliance by conducting a salary review and adjusting classifications affected by the new requirements of California's minimum wage laws.
6. Conducted a thorough assessment of the City's pre-employment medical screening services provider and selected a new provider, yielding cost savings and increased level of service.
7. Assisted with the establishment of an Information Technology Department, including the development of related classifications and compensation.
8. Designated and improved a Lactation Break Room in compliance with Senate Bill 142.
9. Organized and conducted the annual Employee Rideshare/Health Fair and Employee Open Enrollment process, which included processing over 300 benefit adjustments.

# HUMAN RESOURCES



## HUMAN RESOURCES

### SCHEDULE OF POSITIONS

	APPROVED 2016-17	APPROVED 2017-18	BUDGET 2018-19
<b>Regular Full-Time:</b>			
Administrative Specialist	1.000	1.000	1.000
Assistant Human Resources Director	1.000	1.000	1.000
° Employee Benefits Analyst	1.000	1.000	0.000
Executive Assistant	1.000	1.000	1.000
Human Resources Analyst II	1.000	1.000	2.000
Human Resources Director	1.000	1.000	1.000
Human Resources Technician	1.000	1.000	1.000
Risk Management Analyst	1.000	0.000	0.000
Risk Manager	1.000	0.000	0.000
Senior Human Resources Analyst	2.000	2.000	2.000
<b>Total Human Resources</b>	<b>11.000</b>	<b>9.000</b>	<b>9.000</b>

° Reclassified: Employee Benefits Analyst reclassified to Human Resources Analyst II

## HUMAN RESOURCES DEPARTMENT

### Financial Summary

<b><u>DEPARTMENT BUDGET SUMMARY:</u></b>	<b>Actual 2017-18</b>	<b>Actual 2018-19</b>	<b>Estimate 2019-20</b>	<b>Budget 2020-21</b>
Salaries & Benefits	1,595,074	1,592,973	1,349,648	1,409,462
Maintenance & Operations	7,503,330	7,587,039	676,341	722,968
Capital Outlay	17,975	19,158	-	-
<b>Total Operating Budget</b>	<b>9,116,380</b>	<b>9,199,170</b>	<b>2,025,989</b>	<b>2,132,430</b>
Capital Improvements	5,453	-	-	-
<b>Total Department</b>	<b>9,121,833</b>	<b>9,199,170</b>	<b>2,025,989</b>	<b>2,132,430</b>
 <b><u>DEPARTMENT PROGRAMS:</u></b>				
1401 Personnel Administration	1,510,536	1,625,875	2,023,340	2,129,598
1411 Risk Management	422,789	-	2,649.00	2,437
1412 Liability & Workers' Compensation	6,751,122	7,111,303	-	394.29
1413 Self Funded Ins-Employee Benefit	437,385	461,991	-	-
<b>Total Department</b>	<b>9,121,833</b>	<b>9,199,170</b>	<b>2,025,989</b>	<b>2,132,430</b>
 <b><u>DEPARTMENT FUNDING SOURCES:</u></b>				
100 General Fund	1,381,054	1,409,048	1,489,225	1,525,220
245 Air Pollution Reduction	110,758	95,853	104,910	123,152
730 Self Insurance Workers' Comp.	4,850,754	5,396,925	8,040	2,859
740 Self Insurance Liability	2,341,881	1,824,507	-	4,731
752 Self Insurance Dental	388,685	431,760	401,508	416,466
760 Employee Accrued Liability	48,700	41,076	22,306	60,000
<b>Total Funding</b>	<b>9,121,833</b>	<b>9,199,170</b>	<b>2,025,989</b>	<b>2,132,430</b>

## HUMAN RESOURCES | Administration

### PROGRAM DESCRIPTION

Personnel Administration is responsible for the recruitment and selection of a qualified workforce, contract negotiations and administration, job classification and compensation, employee training and development, employee benefits administration, State and Federal employment law compliance, and employee relations. Self Insurance/Employee Benefits provides for payment of dental insurance and unemployment claims. Outside administration of dental claims is also provided under this program.

### OBJECTIVES

1. Establish hiring policies and practices and provide a process for departments to recruit, select, develop and retain qualified employees.
2. Apply the highest pre-employment background investigation review standards.
3. Establish and maintain job classification and compensation programs commensurate with the City's Strategic Plan.
4. Administer and review employee benefit programs and plans including all retirement, medical, dental, vision, life, and disability insurance plans.
5. Meet and confer with employee bargaining groups to resolve labor issues related to employee wages, hours, and working conditions.
6. Ensure compliance with State and Federal laws that impact the workforce.
7. Assist with the process of addressing and resolving employee relations issues within the workplace.
8. Develop and implement training programs to support employee growth and development.
9. Recognize long-term employees and their loyalty and contributions to the City through the Employee Service Award program.
10. Meet regional emission reduction goals through administration of the City's Trip Reduction/Rideshare Program.
11. Minimize unemployment insurance benefits claim costs.

### WORK PLAN FOR 2020-21

1. Continue to review, analyze, propose, revise, and enact changes to the City's employment process to comply with new and current rules and regulations set by State and Federal laws through June 2021. [4e]
2. Achieve minimum wage law compliance by conducting a salary review and adjustment of classifications affected by California minimum wage law by January 2021. [4e]
3. Achieve compliance with California anti-harassment training requirements for all employees by January 2021. [4e]
4. Update Memoranda of Understanding for eight bargaining units, as well as process changes in third party contracts to provide contractually agreed upon employee benefits by September 2020. [2d, 2e]
5. Work with the City Manager's Office to analyze vacant positions to determine appropriate hiring action (fill, freeze, job share, etc.) through June 2021. [4e]
6. Provide guidance to departments on handling grievances, disciplinary actions, organizational changes, and any employment issues through June 2021. [1a]
7. Recognize long-term city employees through the coordination of the Employee Service Award program through June 2021. [1a]

8. Conduct recruitments and employee onboarding for the City's Community Services Department Summer programming by May 2021. [4e]
9. Organize and conduct the annual Employee Rideshare/Health Fair and Employee Open Enrollment process by October 2020. [3e]
10. Administer the City's grant funded Trip Reduction Program, and complete the annual employee transportation survey and annual report in an effort to meet the region's air quality mandates by June 2021. [3e]
11. Meet Average Vehicle Ridership requirements as set forth by the South Coast Air Quality Management District to secure the necessary grant in order to maintain the City's Trip Reduction Program through June 2021. [2d]
12. Coordinate with the California Public Employees' Retirement System to conduct a retirement seminar by August 2020. [4e]
13. Continue to respond to all unemployment insurance claim requests for information, providing employee separation information that should be considered by the California Employment Development Department when determining unemployment insurance benefits eligibility through June 2021. [2a]
14. Work with insurance broker to forecast, tailor, and negotiate the most appropriate, quality and cost effective benefit programs and rates for employees through June 2021. [2d]

## INFORMATION TECHNOLOGY

### MISSION

To effectively support City departments in the state-of-the-art creation, modification, transmittal, storage, retrieval, and collection of data resources and other information critical to efficient City operations.

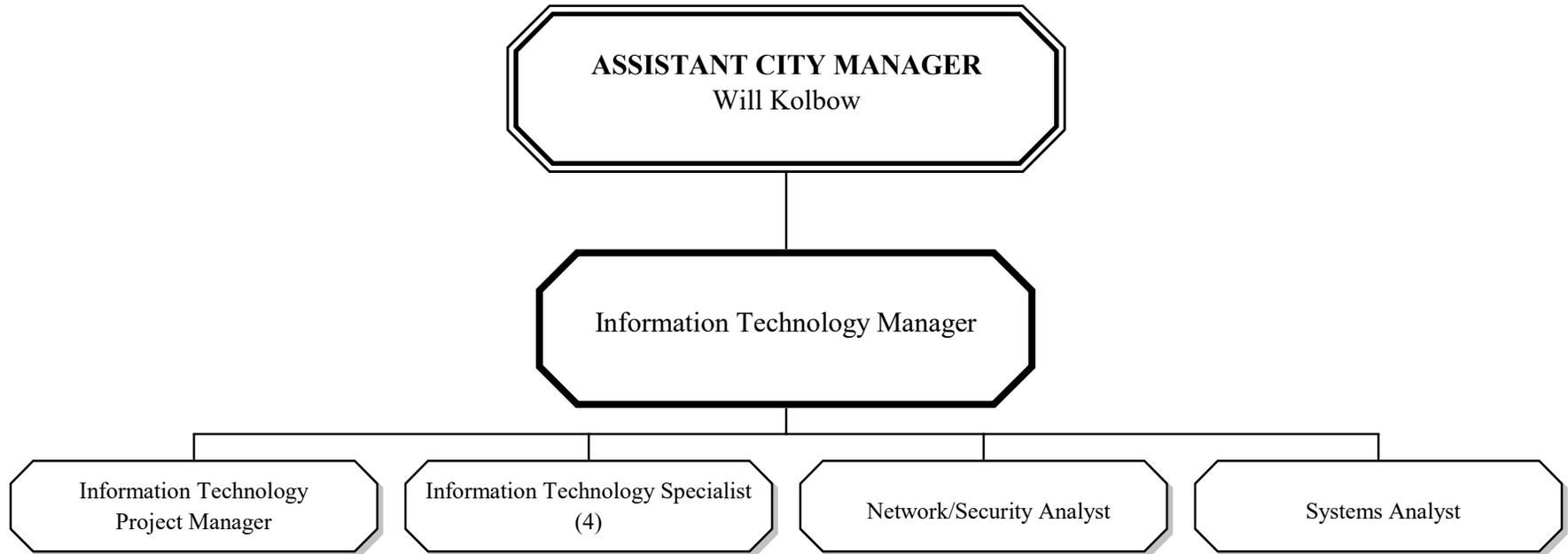
### DEPARTMENT GOALS

1. Investigate, implement, and maintain reliable information systems that help improve the City's product and service delivery.
2. Provide Orange residents, business owners, and interested outside companies and individuals with accurate and accessible public information.
3. Improve and enhance network communications within and between City departments and City employees.

### ACCOMPLISHMENTS FOR 2019-20

1. Onboarding and integration of outsourced helpdesk and desktop support provider.
2. Completed adding Shaffer Park to City of Orange fiber network infrastructure.
3. Assist with districting impacts to audiovisual presentation equipment in Council Chambers.
4. Established Information security related incident response.
5. Continued expanding Geographic Information Systems (GIS) functionality across city operations.
6. Established cell priority service for Public Safety.
7. IT Infrastructure assistance related to Water Plant modular building replacement.
8. Completed Uninterruptible Power Supply (UPS) replacement at seven fire stations.
9. Implemented enterprise backup and recovery solution replacing outdated former solution.
10. Installed audiovisual equipment in community services conference room, conference room B, and conference room O.
11. Supported audiovisual presentation equipment replacement for updated EOC.
12. Contributed significant role in supporting Public Safety implementation of new Computer Aided Dispatch (CAD) and CAD/Mobile.
13. Completed copier refresh and consolidated to single provider.
14. Upgraded core firewall at both Civic and Police data centers.
15. Completed planned server replacements.
16. Engaged consulting resource for City's evaluation and replacement of current maintenance management system.
17. Adjusted and supported Information Technology infrastructure changes due to the state's COVID-19 "Stay at Home" order.

# INFORMATION MANAGEMENT



# INFORMATION TECHNOLOGY

## SCHEDULE OF POSITIONS

	APPROVED 2018-19	APPROVED 2019-20	BUDGET 2020-21
<b>Regular Full-Time:</b>			
Information Technology Manager	1.000	1.000	1.000
Information Technology Project Manager	1.000	1.000	1.000
Information Technology Specialist	4.000	4.000	4.000
Network/Security Analyst	1.000	1.000	1.000
Systems Analyst	1.000	1.000	1.000
<b>Total Information Technology</b>	<b>8.000</b>	<b>8.000</b>	<b>8.000</b>

## INFORMATION TECHNOLOGY DEPARTMENT

### Financial Summary

	<u>Actual</u> <u>2017-18</u>	<u>Actual</u> <u>2018-19</u>	<u>Estimate</u> <u>2019-20</u>	<u>Budget</u> <u>2020-21</u>
<b><u>DEPARTMENT BUDGET SUMMARY:</u></b>				
Salaries & Benefits	-	24,759	1,116,984	1,291,352
Maintenance & Operations	<u>2,391,945</u>	<u>2,532,054</u>	<u>1,522,127</u>	<u>1,857,864</u>
<b>Total Operating Budget</b>	<u>2,391,945</u>	<u>2,556,814</u>	<u>2,639,111</u>	<u>3,149,216</u>
Capital Improvements	<u>1,740,029</u>	<u>915,913</u>	<u>696,042</u>	<u>1,313,000</u>
<b>Total Department</b>	<u><u>4,131,974</u></u>	<u><u>3,472,727</u></u>	<u><u>3,335,153</u></u>	<u><u>4,462,216</u></u>
<b><u>DEPARTMENT PROGRAMS:</u></b>				
1601 Information Management Systems	<u>4,131,974</u>	<u>3,472,727</u>	<u>3,335,153</u>	<u>4,462,216</u>
<b>Total Department</b>	<u><u>4,131,974</u></u>	<u><u>3,472,727</u></u>	<u><u>3,335,153</u></u>	<u><u>4,462,216</u></u>
<b><u>DEPARTMENT FUNDING SOURCES:</u></b>				
130 PEG Program	769,596	209,563	20,687	-
220 Sanitation & Sewer	-	-	9,474	100,000
500 Capital Projects Fund	-	1,480.49	16,985	-
510 Park Acquisition (Quimby)	-	-	-	30,000
560 Fire Facilities Fees	-	-	-	-
570 Police Facilities Fees	-	3,388.00	-	30,000
573 Library Facilities Fees	-	-	-	30,000
600 Water Utility Operations	-	-	9,525.68	100,000
780 Information Systems	<u>2,371,022</u>	<u>2,530,648</u>	<u>2,582,450</u>	<u>3,128,682</u>
790 Computer Replacement	<u>991,356</u>	<u>727,647</u>	<u>696,032</u>	<u>1,043,534</u>
<b>Total Funding</b>	<u><u>4,131,974</u></u>	<u><u>3,472,727</u></u>	<u><u>3,335,153</u></u>	<u><u>4,462,216</u></u>

## INFORMATION TECHNOLOGY | Services and Operation

### PROGRAM DESCRIPTION

The Information Management Services program assists city departments with the City's various data development, collection, and retrieval systems. The program provides technical support to the City's computer network, servers, personal computers, printers, the City's website, specialized technologies of specific city departments (image systems, records management and dispatch systems, library automation systems, etc.), and software associated with each operation.

### SERVICE OBJECTIVES

1. Maintain current service level of responding to all city calls for after-hour emergency Information Technology (IT) support within 30 minutes.
2. Maintain current service level of responding to all city employee desktop computer problem requests within four hours.
3. Maintain and continue to enhance the City's website to ensure that it is an effective communication tool to the residents and businesses of Orange.
4. Evaluate technology resources in the marketplace to determine appropriate technology upgrades to ensure city business needs are being met.

### WORK PLAN FOR 2020-21

1. Provide support for more applications as the City continues to expand its IT assets through June 2021. [4c]
2. Assist with the implementation of enterprise-level surveillance activities of City facilities, including video surveillance and access control, by June 2021. [1b, 2d, 4c]
3. Implement enhancement of the upgraded document management system, LaserFiche, and provide staff with support and training through June 2021. [4c]
4. Continue expansion of GIS functionality across City operations by June 2021. [4c]
5. Implement a mobile device management platform by June 2021. [4c]
6. Assist in the evaluation and selection of a replacement of the City's maintenance management system through June 2021. [4c]
7. Assist in the implementation of an agenda management system by July 2020. [4c]
8. Evaluate, repair and expand the City's fiber network dedicated to City IT assets through June 2021. [2d, 4c]
9. Install audio/visual equipment in various conference rooms by June 2021. [4c]
10. Assess replacement of data center protected uninterruptible power supply (UPS) systems through June 2021. [4c]
11. Assist efforts to deploy equipment in Council Chambers for new voting technology and adoption for Council Districts by August 2020. [4c]
12. Enhance and upgrade the City's website by December 2020. [4c]
13. Continue to enhance information technology security posture through June 2021. [4c]
14. Migrate City's email system to Microsoft Exchange online by June 2021. [4c]
15. Assist in the migration from current in-car video to integrated in-car and body-worn video for the Police Department. [1a, 4c]



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## LIBRARY SERVICES

### MISSION

To welcome and support all people in their enjoyment of reading and pursuit of lifelong learning, to preserve local history, and to provide equal access to information, ideas, and knowledge through books, programs, and technology.

### DEPARTMENT GOALS

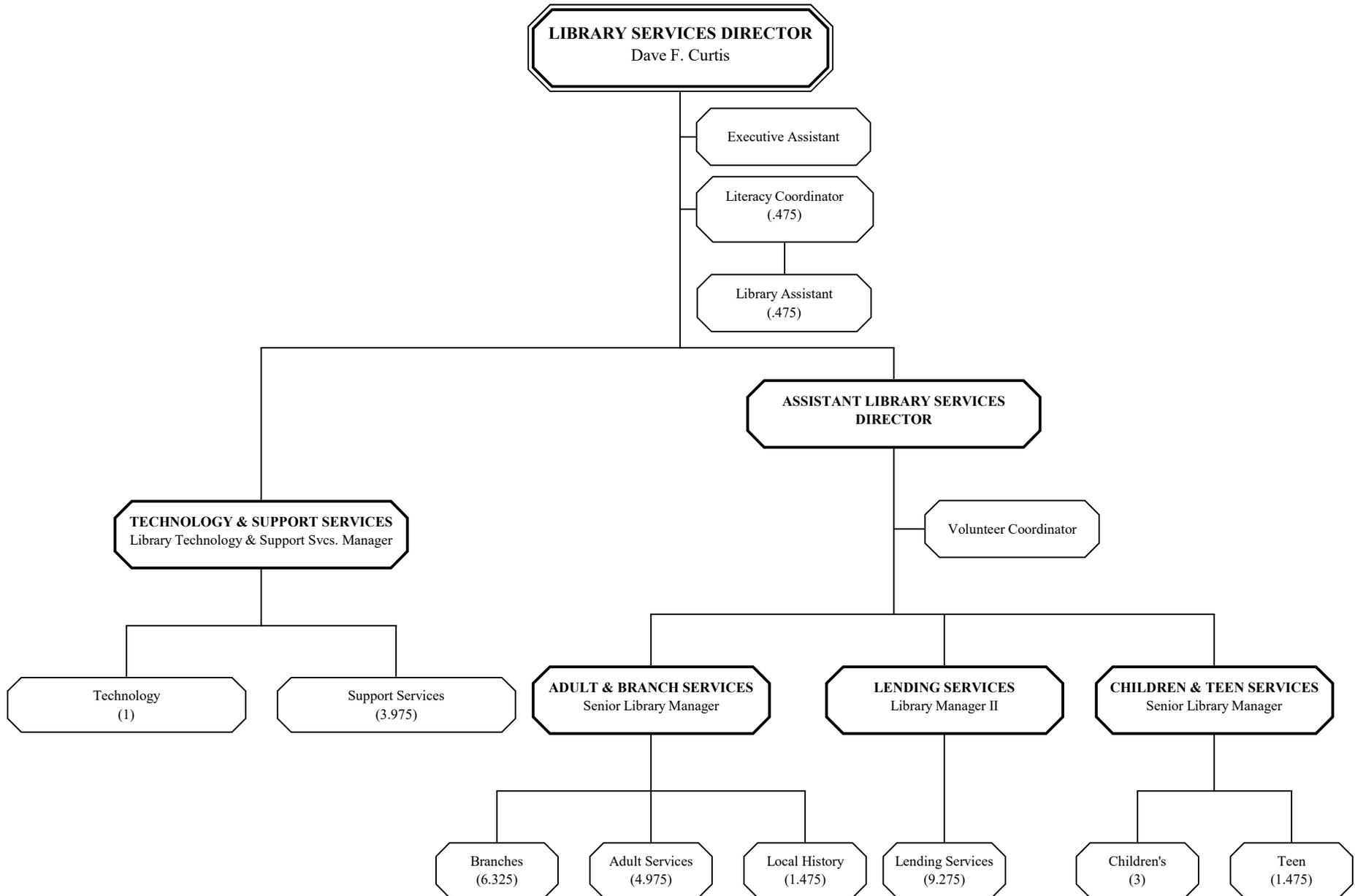
1. Provide centralized information, resources, and staff to serve the community to meet their information and literacy needs. Also, to provide library cardholders timely and convenient electronic access to the library's catalog, website, and databases.
2. Provide cultural and educational programs for children, teens, and adults.
3. Provide books, magazines, CDs, DVDs, and other materials for library cardholders to borrow, free of charge. Also, to collect, preserve, and promote a variety of materials documenting the City's history.
4. Provide friendly and welcoming library facilities for the community to enjoy.
5. Promote collaborations with community groups and educational institutions to enhance sharing of information and/or resources. Encourage and facilitate community partnerships to raise financial support for library facilities, materials, services, and programs.

### ACCOMPLISHMENTS FOR 2019-20

1. Celebrated local history through the completion of the "Orange, CA History for Young Readers" booklet for local schoolchildren, historic photo displays at City Hall, and collaborations with other City departments and local historical groups.
2. Introduced new and updated technology, including Internet filter replacement, Office 2019/Windows 10 upgrade, and self-check machines, security gates, and RFID equipment at the Taft and El Modena Branch Libraries.
3. Expanded marketing by means of the OPL mobile app, Enterprise library catalog, and Instagram and through partnerships with local organizations and businesses, such as The Village at Orange, OC Animal Care, and the Orange Home Grown Farmers Market, to bring library services into the community with Pop Up Library.
4. Collaborated with community partners such as CHOC, OUSD, and the Youth Centers of Orange to introduce new library services, including an onsite Summer Reading Club for hospital patients and the Lunch in the Library summer program at the El Modena Branch Library.
5. Expanded the Library's Adult Literacy Program in year four with new "Tutor Share" and "Writer to Writer" programs.
6. Refreshed the Homework Centers at the Orange Public Library & History Center and El Modena Branch Library with paint, décor, technology, and furniture that will enhance and increase their use by families.
7. Collaborated with adult special needs organizations in the community to provide more inclusive library programs, services, and volunteer opportunities.
8. Introduced new collections and formats at the libraries, including a crisis collection (Canyon 2 Fire), ukulele kits, rechargeable audiobooks, mental health kits for all ages, and kits for families and caregivers affected by Alzheimer's and dementia.
9. Coordinated donation drives for local nonprofits and organizations, including the Orange Senior Center, OUSD, and the Friendly Center, to help the residents of Orange and surrounding communities.

10. Provided alternative Library services during the state's stay-at-home order due to the COVID-19 pandemic, including curbside service, virtual programming, and expanded online resources.

# LIBRARY SERVICES



## LIBRARY SERVICES

### SCHEDULE OF POSITIONS

	APPROVED 2018-19	APPROVED 2019-20	BUDGET 2020-21
<b>Regular Full-Time:</b>			
Assistant Library Services Director	1.000	1.000	1.000
Executive Assistant	1.000	1.000	1.000
Librarian I	3.000	3.000	3.000
Librarian II	4.000	4.000	4.000
Librarian III	2.000	2.000	2.000
Library Assistant	3.000	3.000	3.000
Library Clerk	2.000	2.000	2.000
Library Manager II	1.000	1.000	1.000
Library Services Director	1.000	1.000	1.000
Library Support Services Assistant	2.000	2.000	2.000
Library Technology & Support Svcs. Mgr.	1.000	1.000	1.000
Library Technology Assistant	1.000	0.000	0.000
◦ Library Technology Coordinator	1.000	1.000	0.000
Library Technology Specialist	0.000	0.000	1.000
Library Volunteer Coordinator	1.000	1.000	1.000
Senior Library Clerk	2.000	2.000	2.000
Senior Library Manager	2.000	2.000	2.000
<i>Regular Full-Time Sub-Total</i>	<i>28.000</i>	<i>27.000</i>	<i>27.000</i>
<b>Regular Part-Time (FTE):</b>			
Librarian II	0.500	0.000	0.000
Library Assistant	0.500	0.500	0.000
Library Clerk	1.000	1.000	1.000
Library Literacy Coordinator	0.000	0.000	0.500
Library Page	1.500	1.500	1.500
<i>Regular Part-Time Sub-Total</i>	<i>3.500</i>	<i>3.000</i>	<i>3.000</i>
<b>Part-Time/Non-Benefitted (FTE):</b>			
Library Assistant	2.375	2.375	2.850
Library Clerk	1.900	1.900	1.900
Library Literacy Coordinator	0.475	0.475	0.000
Library Page	5.700	5.700	5.700
<i>Part-Time/Non-Benefitted Sub-Total</i>	<i>10.450</i>	<i>10.450</i>	<i>10.450</i>
<b>Total Library Services</b>	<b>41.950</b>	<b>40.450</b>	<b>40.450</b>

◦ Reclassified: Library Technology Coordinator to Library Technology Specialist

## LIBRARY SERVICES DEPARTMENT

### Financial Summary

<b><u>DEPARTMENT BUDGET SUMMARY:</u></b>	<b>Actual 2017-18</b>	<b>Actual 2018-19</b>	<b>Estimate 2019-20</b>	<b>Budget 2020-21</b>
Salaries & Benefits	3,488,525	3,506,432	3,615,075	3,929,853
Maintenance & Operations	1,255,508	1,497,418	1,323,204	1,291,526
Capital Outlay	29,125	29,821	27,763	4,500
<b>Total Operating Budget</b>	<b>4,773,157</b>	<b>5,033,670</b>	<b>4,966,042</b>	<b>5,225,879</b>
Capital Improvements	246,108	275,664	119,710	70,000
<b>Total Department</b>	<b>5,019,266</b>	<b>5,309,334</b>	<b>5,085,753</b>	<b>5,295,879</b>
 <b><u>DEPARTMENT PROGRAMS:</u></b>				
2001 Library Administration	1,185,526	2,397,864	2,304,087	2,220,755
2004 Technology & Support Services	1,008,590	971,172	759,539	765,924
2014 Lending Services	901,885	709,336	678,497	784,777
2016 Adult & Young Adult Services	1,170,904	791,091	844,948	970,731
2017 Children & Branch Services	752,361	439,872	498,681	553,692
<b>Total Department</b>	<b>5,019,266</b>	<b>5,309,334</b>	<b>5,085,753</b>	<b>5,295,879</b>
 <b><u>DEPARTMENT FUNDING SOURCES:</u></b>				
100 General Fund	4,768,241	5,025,860	4,952,452	5,225,879
573 Library Facility Fees	251,024	283,475	133,301	70,000
<b>Total Funding</b>	<b>5,019,266</b>	<b>5,309,334</b>	<b>5,085,753</b>	<b>5,295,879</b>

## LIBRARY SERVICES | Administration

### PROGRAM DESCRIPTION

Library Administration provides planning, direction, management, and ongoing evaluation of the Library Services Department, seeks and administers library-related grants, and oversees library building maintenance, remodeling and renovations. Library Administration also coordinates the Volunteer Program and Literacy Program and serves as liaison to the Library Board of Trustees, the Library Foundation, the Friends of the Library, and other community support groups.

### SERVICE OBJECTIVES

1. Communicate the Library's vision, mission, and goals to the community via services and facilities.
2. Work with the Library Board of Trustees in the performance of its duties and responsibilities through the preparation, distribution, and posting of agendas and recording of all Board meetings.
3. Maintain and strengthen relationships and communications among and between the Library's primary groups – Trustees, staff, Foundation, Friends, city management, and City Council.
4. Collaborate with the Library's support groups to strengthen public/private partnerships in order to provide contributions for library facilities, programs, and services.
5. Implement organizational development, team building, and staff training activities through staff meetings, task forces, ad-hoc committees, employee appreciation activities, and in-service training.
6. Maintain the appearance and condition of the Library facilities, furnishings, and equipment.
7. Recruit, place, and oversee volunteers to enhance services.
8. Provide programs and services to address literacy needs in the community.

### WORK PLAN FOR 2020-21

1. Create descriptions for Library interns, including General, Local History, and Social Media, for recruitment from local colleges and universities by September 2020. [3e]
2. Investigate alternative platforms to expand the amount of products available for downloadable and streaming music for Library users by November 2020. [3c]
3. Investigate elimination of extended use fees for Library materials in conjunction with potential automatic renewals by February 2021. [4b]
4. Implement new Adult Literacy Program book clubs to bring learners together at the Orange Public Library & History Center and El Modena Branch Library by May 2021. [3b]
5. Continue to train, mentor, and prepare staff for leadership roles as part of the Library's succession planning, in conjunction with evaluation of current staffing and organizational models by June 2021. [4d]

## **LIBRARY SERVICES | Technology and Support Services**

### **PROGRAM DESCRIPTION**

The Technology and Support Services Division orders, receives, catalogs, and processes all library material. It is responsible for maintaining a quality catalog database that provides access to library materials from within the Library facilities or online from home, school, or office. Maintaining the automated library system, the automated internet sign-up system, public-access computers at all libraries, wireless access at all libraries, and information presented on the Library's web page are all part of this program. In addition, maintaining, planning, and helping to implement new developments to the Library's computer network infrastructure, equipment, and software are also included.

### **SERVICE OBJECTIVES**

1. Order, catalog, and process purchased and donated materials in an efficient manner.
2. Provide total access to library collections, including electronic resources through the internet.
3. Coordinate implementation and maintenance of the Library's network infrastructure, equipment, and software with the City's Information Technology (IT) department.
4. Plan and present technology literacy training for staff.
5. Coordinate and maintain the Library's web pages.

### **WORK PLAN FOR 2020-21**

1. Amend the agreement with Comprise Technologies for pay-for-print kiosks and credit card machines for Taft and El Modena Branch Libraries and present to Council for authorization by August 2020. [4c]
2. Implement pay-for-print solution for Taft and El Modena Branch Libraries by December 2020. [4c]
3. Work with City Website Committee to complete Library website migration by January 2021. [4c]
4. Implement Data Control from SirsiDynix for maintenance of the patron and bibliographic databases by April 2021. [4c]
5. Continue cleanup of the patron and bibliographic databases by June 2021. [4c]

## **LIBRARY SERVICES | Lending Services**

### **PROGRAM DESCRIPTION**

The Lending Services Division provides public services including new library card registrations, check-out and check-in of library materials, and collection of fines and fees at Orange Public Libraries. In addition, Lending Services staff members sort and re-shelve returned library materials, oversee library borrowers' accounts, and coordinate the services of a collection agency. This division also manages the routine mechanical operations of the Automated Materials Handling System (AMHS) and self-checkout machines.

### **SERVICE OBJECTIVES**

1. Provide control of materials on loan to the public by checking materials in and out and collecting fines and fees owed to Orange Public Library.
2. Provide library card registration to new library users.
3. Sort and re-shelve returned library materials promptly to ensure public access to them.
4. Assist in maintaining prompt, problem-free operation of self-checkout, automated check-in, and sorting activities to optimize use of technology to facilitate library use and manage operational costs.

### **WORK PLAN FOR 2020-21**

1. Investigate an electronic, pre-registration library card sign-up kiosk for the Orange Public Library & History Center in order to reduce service wait time, expedite Library services, and improve the customer service experience by September 2020. [4c]
2. Produce and implement a Mends manual for Library Pages to enhance proper mending of Library materials, training, and procedures by January 2021. [4e]
3. Create and implement a Driver Page handbook with delivery routes, safety guide, and job expectations to help streamline training and deliveries by June 2021. [4e]

## **LIBRARY SERVICES | Adult and Branch Services**

### **PROGRAM DESCRIPTION**

The Adult and Branch Services Division provides access to library materials and technology in various formats for adults and also provides programming in order to educate, enrich, entertain, and inform adults. A History Center with specialized staff and collections provides preservation of, and public access to, Orange's unique and important heritage at the Orange Public Library & History Center. The Adult and Branch Services Division also oversees the Taft and El Modena Branch Libraries.

### **SERVICE OBJECTIVES**

1. Provide reference services for adults at the Orange Public Library & History Center, Taft, and El Modena Branch Libraries.
2. Maintain a print, digital, and audio-visual collection that provides reading, listening, and viewing materials including popular non-fiction and support to the local educational curriculum.
3. Provide enriched library services to adults, including bibliographic and computer instruction, reader's advisory service, and local history assistance.
4. Facilitate public online access to information through subscription databases and public internet resources.
5. Provide cultural, educational, and informational programs for the community.
6. Promote awareness of, and access to, local history by collecting and preserving print and non-print materials relating to Orange's past.

### **WORK PLAN FOR 2020-21**

1. Identify ways to improve book recommendations for Adult readers in the Library and through the Library's website by October 2020. [3b]
2. Explore opportunities and partnerships to enhance citizenship programming and resources at the El Modena Branch Library by November 2020. [3e]
3. Investigate a partnership opportunity with Chapman University to create a student film collection by December 2020. [3e]
4. Create and implement a training manual for the Reference staff that includes daily operations, duties, policies, and procedures by January 2021. [4e]
5. Investigate partnerships with local businesses and organizations to offer Library patrons free or discounted access to local attractions by May 2021. [3e]
6. Plan, coordinate, and present Heritage Days, a program celebrating Orange history, in partnership with Library support groups, local historical organizations, and other City departments by June 2021. [5c]

## **LIBRARY SERVICES | Children's and Teen Services**

### **PROGRAM DESCRIPTION**

The Children's and Teen Services Division provides access to library materials and technology in various formats, as well as programming, in order to educate, enrich, entertain, and inform children, teens, and their families. This division includes the Children's and Teen Homework Centers.

### **SERVICE OBJECTIVES**

1. Provide reference services, including reader's advisory and digital instruction to children, teens, and their families.
2. Provide enriched library outreach services to children, teens, and families including class visits and tours, school visits, and after-school homework assistance to children in grades 1-6 and teens in grades 7-12.
3. Provide materials in print and digital format to support homework assignments along with popular and recreational reading materials for children and teens.
4. Facilitate online access to subscription databases and public internet resources through information literacy instruction.
5. Provide cultural, educational, and informational children's and teen programs for the community.

### **WORK PLAN FOR 2020-21**

1. Assess patrons' use of physical audio materials and recommend changes to collection development strategies based on findings by December 2020. [4b]
2. Investigate opportunities to collaborate with local 4-H clubs by December 2020. [3e]
3. Seek out funding opportunities and partnerships to increase the amount of technology-based programs offered to children and teens by April 2021. [3e]
4. Research and implement "1000 Books Before Kindergarten" literacy program by June 2021. [3b]

## **FIRE DEPARTMENT**

### **MISSION**

The mission of the Orange City Fire Department is to prevent or minimize the loss of life, damage to the environment, and loss of property from fire, medical emergencies, and hazardous conditions.

### **DEPARTMENT GOALS**

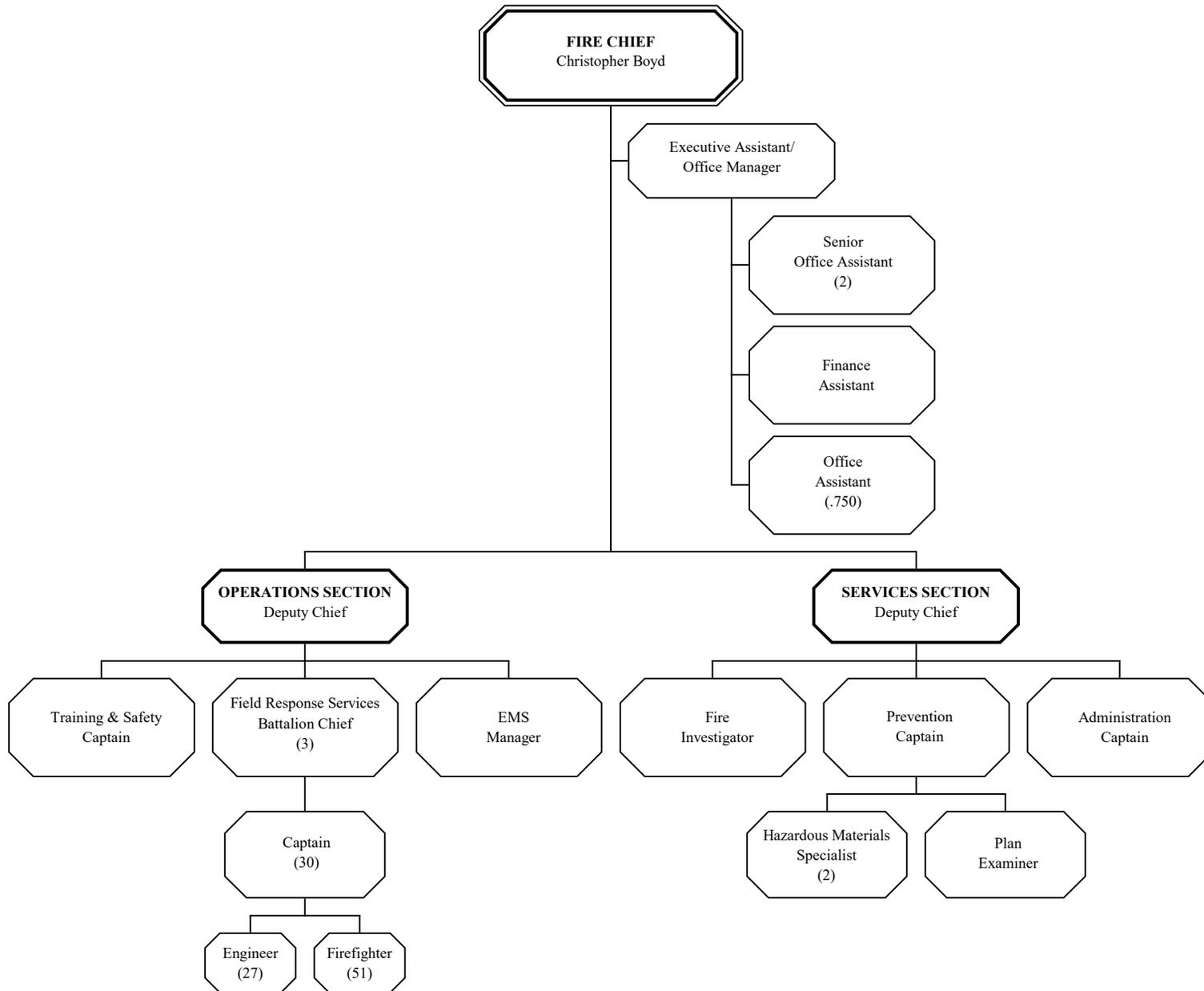
1. Provide exceptional customer service.
2. Rapidly respond to and aggressively intervene to mitigate all emergencies.
3. Maintain facilities, apparatus and equipment in a constant state of readiness.
4. Assure that all personnel receive comprehensive training, consistent with the highest professional standards of the fire service.
5. Efficiently use public funds while providing effective utilization of resources for maximum benefit.
6. Provide fire prevention, code enforcement and hazardous materials regulatory programs that assure a high level of public safety.
7. Deliver quality public education programs that address fire and life safety issues present in the community.
8. Coordinate emergency service activities to assist city departments and the public in preparing for a disaster.
9. Furnish personnel with equipment, clothing and other measures to ensure their safety and maximize performance capabilities.
10. Locate and apply for government and private grant programs to provide supplemental funding for new and existing Fire Department programs.

### **ACCOMPLISHMENTS FOR 2019-20**

1. Responded to a total of 16,483 incidents during 2019.
2. Completed 5,252 fire and life safety inspections of commercial, residential, and public facilities.
3. Successful captain's academy, engineer's academy, engineer's exam process, and firefighter recruitment.
4. Took delivery of one pumper, one utility pickup truck, one utility van, and a Fire Chief command vehicle.
5. Improved communication, feedback, and training to/from the community through the "Annual Report".
6. Deployed numerous personnel to 19 wildland fire and hurricane incidents throughout the state and nation.
7. Partnered with the Orange Police Department in continuing the City's Community Emergency Response Team (CERT) training.
8. Purchased new self-contained breathing apparatus for all apparatus.
9. Purchased new mobile data computers for all apparatus.
10. Completed the construction of Fire Station 2 apparatus bay.
11. Completed the conceptual design for the new Fire Headquarters.
12. Participated in the longest activation in City history of the Emergency Operations Center (EOC) due to the COVID-19 pandemic. Several key EOC positions, such as Incident Commander and Safety Officer, were staffed by Fire Department Personnel.

13. Responded to over 3,000 medical aids since March 1, 2019 with expanded Personal Protective Equipment (PPE) due to the COVID-19 pandemic. Due to the anticipated increase in calls, a designated COVID-19 ambulance was put into service and staffed in order to maintain operational continuity within the Fire Department.

# FIRE



## FIRE DEPARTMENT

### SCHEDULE OF POSITIONS

	APPROVED 2018-19	APPROVED 2019-20	BUDGET 2020-21
<b>Sworn Regular Full-Time:</b>			
Fire Battalion Chief	5.000	5.000	5.000
Fire Captain	33.000	30.000	30.000
Fire Chief	1.000	1.000	1.000
Fire Engineer	30.000	27.000	27.000
Fire Inspector/Investigator	1.000	1.000	1.000
Firefighter	54.000	51.000	51.000
<i>Sworn Regular Full-Time Sub-Total</i>	<i>124.000</i>	<i>115.000</i>	<i>115.000</i>
<b>Non-Sworn Regular Full-Time:</b>			
Emergency Medical Services Manager	1.000	1.000	1.000
Executive Assistant	1.000	1.000	1.000
Finance Assistant	1.000	1.000	1.000
Fire Safety Specialist - Misc.	3.000	3.000	3.000
Hazardous Materials Specialist	2.000	2.000	2.000
Plan Examiner	1.000	1.000	1.000
Senior Fire Inspection Specialist	1.000	0.000	0.000
Senior Office Assistant	2.000	2.000	2.000
<i>Non-Sworn Regular Full-Time Sub-Total</i>	<i>12.000</i>	<i>11.000</i>	<i>11.000</i>
<b>Non-Sworn Regular Part-Time (FTE):</b>			
Office Assistant	0.750	0.750	0.750
<b>Total Fire</b>	<b>136.750</b>	<b>126.750</b>	<b>126.750</b>

## FIRE DEPARTMENT

### Financial Summary

<b><u>DEPARTMENT BUDGET SUMMARY:</u></b>	<b><u>Actual 2017-18</u></b>	<b><u>Actual 2018-19</u></b>	<b><u>Estimate 2019-20</u></b>	<b><u>Budget 2020-21</u></b>
Salaries & Benefits	28,542,195	29,272,785	30,326,146	29,971,129
Maintenance & Operations	3,497,835	4,156,855	4,236,438	3,906,001
Capital Outlay	44,648	50,071	43,583	51,822
<b>Total Operating Budget</b>	<b>32,084,678</b>	<b>33,479,711</b>	<b>34,606,166</b>	<b>33,928,952</b>
Capital Improvements	313,271	622,479	1,686,390	1,116,700
<b>Total Department</b>	<b>32,397,949</b>	<b>34,102,190</b>	<b>36,292,556</b>	<b>35,045,652</b>
 <b><u>DEPARTMENT PROGRAMS:</u></b>				
3001 Office of the Fire Chief	543,329	4,303,425	4,748,240	5,114,031
3011 Fire Administration	929,753	1,090,936	1,264,406	1,183,232
3012 Fire Prevention	1,877,406	1,637,262	1,815,538	2,242,553
3015 EMT Program	2,133,432	2,817,916	2,911,142	2,802,457
3021 Fire Operations	16,070,802	14,249,463	15,052,678	13,567,230
3022 Paramedics	10,207,180	9,425,390	9,579,631	9,602,026
3023 Fire Training	636,047	577,798	676,076	534,123
3024 Strike Team	-	-	244,846	-
<b>Total Department</b>	<b>32,397,949</b>	<b>34,102,190</b>	<b>36,292,556</b>	<b>35,045,652</b>
 <b><u>DEPARTMENT FUNDING SOURCES:</u></b>				
100 General Fund	29,560,231	30,145,597	31,137,648	30,588,490
120 Proposition 172	80,292	149,874	125,467	277,856
125 Emergency Transport Program	2,433,710	3,195,304	3,288,744	3,212,605
500 Capital Projects Fund	-	755	6,706	13,500.00
560 Fire Facilities Fees	317,468	597,818	1,139,968	953,200
790 Computer Replacement	6,248	975	78,774	-
954 City Trf: Merged 2008 Tax Exempt Bonds	-	11,867	515,251	-
<b>Total Funding</b>	<b>32,397,949</b>	<b>34,102,190</b>	<b>36,292,556</b>	<b>35,045,652</b>

## **FIRE DEPARTMENT | Fire Chief**

### **PROGRAM DESCRIPTION**

The Office of the Fire Chief provides overall management of the fire protection and life safety resources necessary to maintain an effective level of service to the community. Program emphasis is organizational vision and planning and providing direction for the administrative, prevention, training, paramedic, rescue, and fire suppression functions of the Fire Department.

### **SERVICE OBJECTIVES**

1. Provide staff assistance to the City Council and City Manager as required and perform as an effective member of the City Manager's executive management team.
2. Serve as a strong advocate for fire and life safety issues relating to citizens, businesses, and visitors to the City of Orange.
3. Manage the fiscal, physical, and human resources of the Fire Department and assure the appropriate allocation and best utilization of those resources.
4. Guide the development of plans, policies, and procedures required for the effective delivery of high quality customer service within the current city setting as well as annexation areas and new development.
5. Provide for firefighter safety through practices, procedures, equipment, and safety clothing.
6. Maintain a collaborative working relationship with labor organizations to assure the Department services are optimal and employees are supported in an appropriate work environment.
7. Review and analyze Fire Department practices, procedures and equipment to assure excellent service is provided to department customers.
8. Proactively guide grant application processes to create the highest possibility of grant awards.
9. Develop and maintain close working relationships with other city departments, neighboring fire departments and allied organizations.
10. Improve communication with the public and other city departments.

### **WORK PLAN FOR 2020-21**

1. Brainstorm, study, and report options to increase staffing on Truck 1 from three to four persons through July 2020. [1a]
2. Research ways to enhance the training program, which could include the addition of a Training Battalion Chief through July 2020. [2a] (Fire.097)
3. Foster outstanding communications throughout the Fire Department through June 2021. [4c]
4. Produce engineered plans for a new Fire Headquarters building for the Water Street property through December 2020. [4b]
5. Develop future leaders within the Department through training, mentoring, and work-related assignments through June 2021. [4d]
6. Improve infrastructure of Fire Stations 3 and 5, which are in need of major repairs through September 2020. [4b]
7. Continue to research ways to enhance the wildland fire pre-notification system. [1e]

## **FIRE DEPARTMENT | Administration**

### **PROGRAM DESCRIPTION**

The Fire Administration program provides the development, coordination, control, and management of Fire Department fiscal resources. The program provides other administrative functions including personnel, workers' compensation, payroll, policy and procedure development, facility, apparatus, and equipment management. The Fire Administration program is managed by the Services Deputy Chief/Fire Marshal as directed by the Fire Chief.

### **SERVICE OBJECTIVES**

1. Provide administrative staff assistance to the Fire Chief and other Chief Officers as directed.
2. Provide timely acquisition, delivery, and documentation of supplies, services, repairs, and other activities needed for the day-to-day operations of the Fire Department.
3. Provide grant research, application, and administration.
4. Strive to control program costs through management techniques, while maintaining efficiency.
5. Respond to special studies and information requests.
6. Provide Fire Department liaison to other city departments and County agencies.
7. Provide oversight of the Fire Department's records management system.
8. Administer Fire Department Emergency Services programs, providing direction for future programs, facilities, and supplies.

### **WORK PLAN FOR 2020-21**

1. Conduct annual safety inspections of all personnel, apparatus, and facilities to ensure compliance with applicable rules, regulations, and industry standards by October 2020. [1b]
2. Pursue all reimbursement due to the City from Strike Team or Overhead Resource assignment expenditures through June 2021. [2e]
3. Pursue all grant opportunities available to the Fire Department's mission and administer all awarded programs through June 2021. [2e]
4. Search out opportunities for increased efficiency and improved service levels in all Fire Department operations through June 2021. [2b]
5. Plan and coordinate the Fire Department's role in the design and engineering phase of a new Fire Headquarters by December 2020. [1b]
6. Continue planning, development, implementation, and coordination with Public Works for the Signal Preemption program throughout the City through June 2021. [1b]
7. Prepare the Department's annual budget including any needed revisions by May 2021. [1b]

## **FIRE DEPARTMENT | Prevention**

### **PROGRAM DESCRIPTION**

The Services Division, which encompasses Fire Prevention, Emergency Preparedness, Arson Investigation, CERT, and Fire Station construction and Improvement; is charged with the responsibility of decreasing the potential for occurrence of fire, loss of life, or personal injury due to fire, explosion, or other hazardous conditions. This is accomplished through fire and life safety code inspections, code enforcement processes under the authority of City ordinances and State law, public education programs for residents and organizations in the community, and fire cause/arson investigation policies and procedures. The Fire Prevention program is managed by the Services Deputy Chief under the direction of the Fire Chief.

### **SERVICE OBJECTIVES**

1. Provide administrative staff assistance to the Fire Chief as directed.
2. Maintain the department's Records Management System (RMS) database and integrate all pertinent processes.
3. Conduct Records Management System training for all Fire Suppression and Prevention personnel.
4. Present business inspection, hazardous material inspection, code enforcement, fire investigation, scene management, and wildland interface/fuel modification code training to Fire Suppression personnel.
5. Conduct 48 mandatory annual high-rise building inspection reports. Submit 48 annual inspection reports to the California State Fire Marshal.
6. Conduct state-mandated jail inspections and forward reports to the California State Fire Marshal and the California Department of Corrections.
7. Provide fire and life safety recommendations through plan review and inspection of hazardous occupancies, new construction, underground tanks, wildland interface fuel management design, hospitals, schools, state licensed care facilities, and specialized fire and life safety activities.
8. Maintain the mandated hazardous materials program as required by State and Federal law.
9. Provide hazardous materials information for fire suppression companies to use in emergency situations.
10. Conduct the Weed Abatement Program as required by City ordinance.
11. Manage the fuel modification reporting requirements for homes in the wildland interface.
12. Investigate promptly the cause, origin, and circumstances of each and every fire involving loss of life or injury to person, or destruction or damage to property.

### **WORK PLAN FOR 2020-21**

1. Implement an electronic plan review program in collaboration with the Community Development Department by January 2020. [4c]
2. Assist Orange County Health with the Hazardous Materials First Responder Module by August 2020. [4c]
3. Strive for 100 percent compliance with hazardous material disclosures from regulated businesses by December 2020. [1d]
4. Collaborate with the Police Department with two new-member CERT classes, one in-person continuing education class, and one online continuing education class by June 2021. [1c, 1e]
5. Maintain volume of in-house fire plan checks at 70 percent through June 2021. [1a]

6. Enhance and advertise the Fire Department social media platform by December 2020. [1e, 4c]
7. Update the Fire Department's "Ready, Set, Go" campaign to include the Police Department's Evacuation Plan and "Alert OC" registration information. [1c, 1e]

## **FIRE DEPARTMENT | Emergency Medical Transportation**

### **PROGRAM DESCRIPTION**

The Emergency Medical Transportation Program provides ambulance transportation from the scene of a medical emergency to a hospital. Personnel assigned to the rescue ambulances are “Dual-Function.” In addition to providing medical service, they respond to structure fires and other life/property threatening incidents in the community.

### **SERVICE OBJECTIVES**

1. Provide highly professional and courteous emergency medical transportation 100% of the time.
2. Maintain the budget for the Emergency Medical Transportation Program in a fiscally responsible manner.
3. Reduce morbidity and mortality from citizens experiencing medical emergencies.

### **WORK PLAN FOR 2020-21**

1. Investigate, trial, and purchase new monitor/defibrillators and automatic chest compression devices by June 2021. [1b]
2. Utilize Administrative and Quality Improvement (QI) reports for ongoing monitoring of patient care and compliance with regulations and standards of care using Street EMS Software and Image Trend NEMSIS III compliant Software through June 2021. [1a]
3. Implement interoperability between electronic patient care records and the electronic medical supply accountability system by June 2021. [2a]
4. Research and monitor the ability to scale the delivery of EMS with increasing call volume through June 2021. [2b]
5. Increase membership in the Paramedic Subscription Plan through increased visibility, marketing and re-branding through June 2021. [1a]

## **FIRE DEPARTMENT | Operations**

### **PROGRAM DESCRIPTION**

The Fire Operations program is administered from eight fire stations located throughout the community and coordinates with the Police Department to form an “all risk” emergency response system. The Fire Operations program is tasked with responding to, and mitigating fire, medical, physical rescue, explosion, and hazardous condition emergencies. This program also conducts annual fire safety inspections, public education, and fire training. Other areas of responsibility include station, apparatus, and equipment maintenance.

### **SERVICE OBJECTIVES**

1. Maintain appropriate staffing levels to provide emergency services to the public.
2. Manage the budget for Fire Operations in a fiscally responsible manner.
3. Provide the apparatus, equipment, and supplies needed to handle emergency responses.
4. Provide and utilize automatic and mutual aid agreements to/from surrounding communities in accordance with State and Local agreements.
5. Provide public education programs that will help prevent emergencies and enhance the quality of life in the community.
6. Provide the safest working environment possible for all personnel.
7. Provide quality improvement reviews for operational effectiveness.
8. Conduct annual pump/ladder/equipment tests for all apparatus.
9. Post Incident Analysis of all command incidents and multi-victim incidents.
10. Provide fire inspections and fire prevention programs to prevent emergencies in the community.

### **WORK PLAN FOR 2020-21**

1. Provide multi-agency and agency-specific in-service training for all department personnel through June 2021. [1a]
2. Provide comprehensive career development training for those seeking promotion using available funding by June 2021. [4d]
3. Mentor those individuals who seek promotional opportunities with staff rides, live fire, and leadership training by June 2021. [4d]
4. Hire 8-15 New Firefighters by February 2021. [1a]
5. Provide 1-2 Probationary Firefighter Academies by May 2021. [1a]
6. Promote 5-7 Fire Captains by February 2021. [1a]
7. Promote 2-3 Chief Officers by February 2021. [1a]
8. Promote 3-5 Engineers by February 2021. [1a]
9. Administer a Fire Captain Academy by March 2021. [1a]
10. Administer a Fire Captain Promotional Exam by April 2021. [1a]
11. Up-fit one new fire engine, Fire Chief Vehicle, a Code 3 utility vehicle, one emergency EMS responder vehicle, and a Code 3 Passenger Van by June 2021. [1b]
12. Inspect all stations, grounds, and apparatus by November 2020. [1b]

## **FIRE DEPARTMENT | Paramedics**

### **PROGRAM DESCRIPTION**

The Paramedic Program provides Advanced Life Support (ALS) treatment capabilities to the community. The program provides an extension of the Base Station Hospital's emergency services into the field. The program also provides resources for response to emergencies such as fires and other life or property threatening incidents.

### **SERVICE OBJECTIVES**

1. Provide ALS treatment in accordance with various protocols and requirements designated by County and State Emergency Medical Services (EMS) Agencies.
2. Maintain the budget for Paramedics in a fiscally responsible manner.
3. Maintain documentation of current appropriate licenses or certifications for all personnel assigned to the Paramedic Program as required by law.
4. Provide EMS education and skills maintenance training programs for ALS and basic life support providers, in conjunction with the Orange Fire Department Training Captain.
5. Further develop and maintain the formal Fire Department Quality Assurance (QA) Plan.
6. Provide and maintain adequate medical supplies and equipment to ensure that EMS duties can be performed in the safest manner possible for the public and City personnel.

### **WORK PLAN FOR 2020-21**

1. Coordinate consolidated EMS Training at North Net Fire training with EMS training in fire stations to keep units in first-due areas through June 2021. [1a]
2. Implement new ALS devices/equipment and procedures as directed by Orange County Emergency Medical Services (OC-EMS) through June 2021. [1a]
3. Continue customization of Street EMS software providing electronic data collection/patient care record system and integration with Orange County Medical Emergency Data System (OC-MEDS) through June 2021. [1a]
4. Continue use of Orange City Fire Department's Quality Improvement (QI) process to ensure compliance with OC-EMS standing orders through June 2021. [1a]
5. Continue succession plans to meet the anticipated need for new Paramedics by June 2021. [1a]

## **FIRE DEPARTMENT | Training**

### **PROGRAM DESCRIPTION**

The Training Program delivers and facilitates training activities to all operations personnel, including research, development, and implementation of a variety of training courses. This includes basic and advanced firefighting techniques, administrative, and supervisory training. This program coordinates and administers Firefighter recruitment and promotional exams. Additionally, the Training Program manages training academies for the ranks of Firefighter, Engineer, Captain, and Battalion Chief. This program maintains a strong working relationship with Santa Ana College, Urban Areas Securities Initiative (UASI), and the California Firefighter Joint Apprenticeship Commission (CFFJAC). In addition to training functions, the members of this program also serve as the department's Safety Officer, ensuring compliance with common safety practices.

### **SERVICE OBJECTIVES**

1. Coordinate and direct department activities as they relate to training, employee development, and safety.
2. Coordinate the development of entry-level and promotional examination processes in cooperation with the Human Resources Department.
3. Provide the development, implementation, and monitoring of recruit training, apparatus operator training, officer training, and company performance standards based on evaluations.
4. Provide training standards to meet Federal regulations, CAL-OSHA regulations, and safety/operational requirements.
5. Coordinate the Research and Development Committee and Safety Committee programs.

### **WORK PLAN FOR 2020-21**

1. Manage in-service training for department personnel through June 2021. [1a]
2. Coordinate UASI grant funded training through June 2021. [2a]
3. Coordinate and conduct Firefighter, Fire Engineer, and Fire Captain promotional processes with related academies by June 2021. [1a]
4. Coordinate and conduct two Firefighter recruit academies by June 2021. [1a]
5. Provide safety inspections of fire stations and grounds by October 2020. [1b]
6. Manage the Target Solutions web-based training program through June 2021. [1a]
7. Conduct collaborative Firefighter skills/training/recruit academies with neighboring agencies through June 2021. [1a]
8. Identify and implement innovative training solutions to train new supervisors for high number of retirements projected through June 2021. [1a]



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## **POLICE**

### **MISSION**

To perform law enforcement duties with innovative leadership, accountable to the people we serve, to ensure their safety and improve the quality of life in our diverse community.

### **DEPARTMENT GOALS**

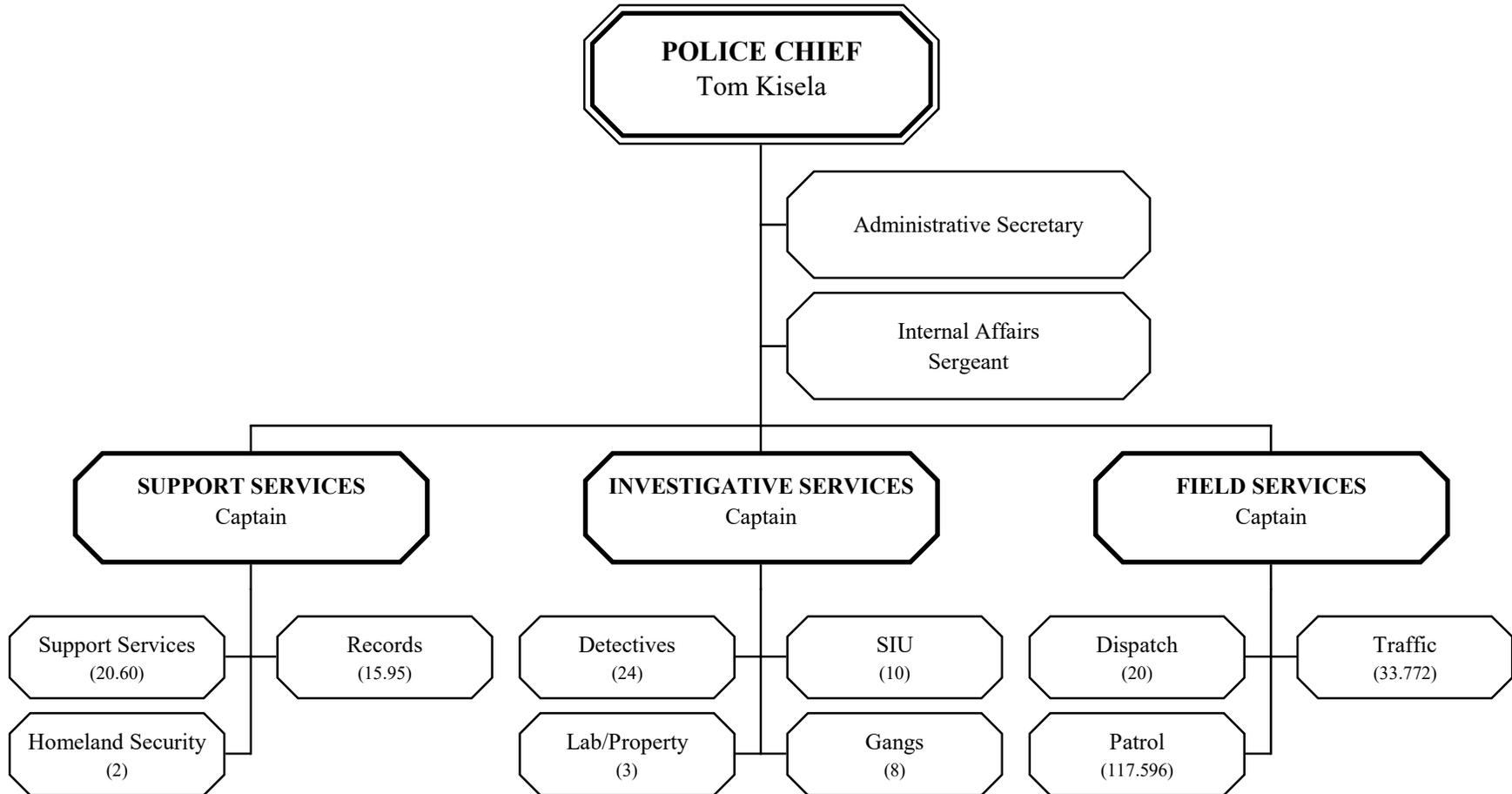
1. Coordinate the resources of all city departments relative to emergency services and homeland security and maintain the operational capability of the City's Emergency Operations Center (EOC).
2. Create a safe environment for our citizens by utilizing all available resources as we work to suppress criminal activity in the City of Orange.
3. Continuously strive to enhance our partnership with the community.
4. Seek out opportunities to implement lasting solutions to problems facing the community and thereby improve the quality of life in Orange.
5. Create a professional working environment and organizational structure that prepares, encourages, and provides opportunities for employees to achieve their full potential.
6. Use acquired technology to quickly and accurately identify crime trends and direct appropriate resources to address them.
7. Expand the use of non-sworn personnel, citizen volunteers, and reserve officers in new and innovative ways to enhance the department's ability to respond to the vast array of challenges facing law enforcement.

### **ACCOMPLISHMENTS FOR 2019-20**

1. Completed Phase III of the Mobile Data Computer replacement project in the Police patrol fleet.
2. Refreshed the Support Services and Records breakroom with paint, furniture, and flooring to enhance and increase its use by police employees.
3. Upgraded the Police Department's electronic air tube system with a new computer system, tubing, air blower system, and digital readouts to reduce maintenance cost and improve reliability of the system.
4. Implemented new facial recognition software to assist the Investigative Services Division with the identification of unknown suspects.
5. Facilitated and proctored seven Police Academy Trainee tests for 310 candidates that included a physical agility test, written exam, and oral interview.
6. Implemented new outreach and marketing for recruitment purposes, including recruitment advertisement in the PORAC Law Enforcement News, social media platforms, branded recruitment stickers, handouts, and informational cards.
7. Attended six career fairs for recruitment purposes, including Coast to Coast, California State University Fullerton, Miramar Air Show, California State University Northridge, Rio Hondo Police Academy, and Choice career fairs.
8. Administered recruitments, testing, and backgrounds resulting in 20 new hires including, 13 sworn officers and 7 non-sworn positions.
9. Refreshed the Traffic and Patrol service areas with paint, cabinetry, lighting, and flooring to improve the workspace and accommodate workstations for all police staff.
10. Refurbished the Police lobby reception with ADA compliant counters, resurfaced cabinetry, and added a new public workstation to enhance public services.

11. Worked with City's Public Works staff for building improvements including, new lobby doors, four water filtration stations, and a concrete foundation and shed.
12. The Traffic Division, in partnership with the California Office of Traffic Safety, conduct 12 DUI and driver's license checkpoints, 20 DUI Saturation patrols, 39 Traffic Enforcement Operations, and issued over 700 citations for distracted driving.
13. Participated in community engagement events, including the Police Department's Open House, National Night Out, Citizen Academy, and Treats-in-the-Street to educate the community and promote public safety.
14. Audited evidence and found property stored in the Property Unit, resulting in the bulk destruction of weapons and narcotics and recovery of essential storage space.
15. Collaborated with community partners such as Chapman University Public Safety and the Outlets at Orange Security to address security, crime trends, and calls for service.
16. The Bike and HEART team partnered with the Santa Ana Police Department, City of Orange Public Works, and County of Orange Public Works to conduct four sweeps of the Santiago Creek.

# POLICE



# POLICE DEPARTMENT

## SCHEDULE OF POSITIONS

	APPROVED 2018-19	APPROVED 2019-20	BUDGET 2020-21
<b>Sworn Regular Full-Time:</b>			
Police Captain	3.000	3.000	3.000
Police Chief	1.000	1.000	1.000
Police Lieutenant	7.000	7.000	7.000
Police Officer	131.000	131.000	131.000
* Police Sergeant	23.000	21.000	21.000
<i>Sworn Regular Full-Time Sub-Total</i>	<i>165.000</i>	<i>163.000</i>	<i>163.000</i>
<b>Sworn Part-Time/Non-Benefitted (FTE):</b>			
Police Reserve Officer I	2.597	1.212	1.212
Police Reserve Officer II	1.558	0.692	0.692
Police Reserve Officer III	1.731	0.692	0.692
<i>Sworn PT/Non-Benefitted Sub-Total</i>	<i>5.885</i>	<i>2.597</i>	<i>2.597</i>
<b>Non-Sworn Regular Full-Time:</b>			
Civilian Investigative Officer	3.000	2.000	2.000
Court Liason Officer	1.000	1.000	1.000
Crime Prevention Specialist	3.000	3.000	3.000
Executive Assistant	1.000	1.000	1.000
Forensic Services Specialist	1.000	0.000	0.000
Forensic Services Supervisor	1.000	1.000	1.000
Maintenance Worker	1.000	1.000	1.000
Parking Control Officer II	4.000	4.000	4.000
Police Academy Trainee	2.000	0.000	0.000
Police Administrative Assistant	3.000	3.000	3.000
Police Armorer	1.000	1.000	1.000
Police Clerk	1.000	0.000	1.000
Police Code Enforcement Officer	1.000	1.000	1.000
Police Communications Manager	1.000	1.000	1.000
Police Dispatch Shift Supervisor	3.000	3.000	3.000
Police Dispatcher	16.000	16.000	16.000
Police Records Clerk	13.000	11.000	11.000
Police Records Manager	1.000	1.000	1.000
Police Records Shift Supervisor	3.000	3.000	3.000
Police Services Officer	6.000	5.000	5.000
Police Subpoena/Warrants Specialist	1.000	1.000	1.000



## POLICE DEPARTMENT (continued)

### SCHEDULE OF POSITIONS

	APPROVED 2018-19	APPROVED 2019-20	BUDGET 2020-21
<b>Non-Sworn Regular Full-Time (continued):</b>			
Police Training Coordinator	1.000	1.000	1.000
Police Volunteer Coordinator	1.000	1.000	1.000
Property Officer	2.000	2.000	2.000
Senior Administrative Analyst	2.000	2.000	2.000
Senior Police Clerk	5.000	4.000	4.000
<i>Non-Sworn Regular Full-Time Sub-Total</i>	<i>78.000</i>	<i>69.000</i>	<i>70.000</i>
<b>Non-Sworn Regular Part-Time (FTE):</b>			
School Crossing Guard Supervisor	0.500	0.500	0.500
<i>Non-Sworn Regular PT Sub-Total</i>	<i>0.500</i>	<i>0.500</i>	<i>0.500</i>
<b>Non-Sworn Part-Time/Non-Benefitted (FTE):</b>			
Civilian Investigative Officer	1.425	1.425	1.425
Parking Control Officer I	3.800	3.800	3.800
Police Cadet II	6.650	5.225	5.225
° Police Clerk	1.900	1.900	0.950
School Crossing Guard	11.472	11.472	11.472
<i>Non-Sworn PT/Non-Benefitted Sub-Total</i>	<i>25.247</i>	<i>23.822</i>	<i>22.872</i>
<b>Total Police</b>	<b>274.632</b>	<b>258.918</b>	<b>258.968</b>

° Eliminated: 1 part-time Police Clerk

\* Of the 258.968 full-time equivalent (FTE) positions, 2 FTE positions (2 Police Sergeants) are being held vacant and have not been budgeted in the 2020-21 fiscal year

## POLICE DEPARTMENT

### Financial Summary

<b><u>DEPARTMENT BUDGET SUMMARY:</u></b>	<b>Actual 2017-18</b>	<b>Actual 2018-19</b>	<b>Estimate 2019-20</b>	<b>Budget 2020-21</b>
Salaries & Benefits	40,335,442	42,510,376	46,577,625	47,628,781
Maintenance & Operations	3,335,294	4,394,271	4,043,265	3,771,985
Capital Outlay	255,798	495,724	371,146	87,550
<b>Total Operating Budget</b>	<b>43,926,534</b>	<b>47,400,371</b>	<b>50,992,036</b>	<b>51,488,316</b>
Capital Improvements	590,394	292,442	311,364	490,120
<b>Total Department</b>	<b>44,516,928</b>	<b>47,692,813</b>	<b>51,303,400</b>	<b>51,978,436</b>
<b><u>DEPARTMENT PROGRAMS:</u></b>				
4001 Office of the Police Chief	906,543	8,700,122	10,081,419	10,603,031
4011 Police Administration	4,891,291	5,083,332	4,888,405	4,742,592
4012 Dispatch	2,420,225	2,204,777	2,275,136	2,398,466
4013 Records	1,811,853	1,307,563	1,363,233	1,623,523
4014 Reserves	2,004	1,740	-	-
4021 Patrol	21,395,906	18,611,104	19,674,348	19,517,827
4031 Detectives	4,880,852	4,328,575	4,765,771	4,696,378
4032 Gangs	1,540,086	1,385,397	1,559,113	1,478,874
4033 Narcotics	1,919,259	1,790,780	2,125,689	1,869,403
4034 Lab/Property	670,915	550,873	625,875	648,974
4041 Traffic	3,572,662	3,255,844	3,420,667	3,869,163
4055 The Block	(14)	-	-	-
4081 Homeland Security	505,346	472,707	523,743	530,207
<b>Total Department</b>	<b>44,516,928</b>	<b>47,692,813</b>	<b>51,303,400</b>	<b>51,978,436</b>
<b><u>DEPARTMENT FUNDING SOURCES:</u></b>				
100 General Fund	42,957,951	46,021,503	49,865,861	50,663,587
120 Proposition 172	350,468	374,071	370,899	381,473
245 Air Pollution Reduction	6,234	8,540	9,087	10,000
350 Traffic Safety Grant Fund	4,496	4,501	5,136	5,519
353 Federal Police Grants	-	-	22,761.00	-

## POLICE DEPARTMENT

### Financial Summary

<b><u>DEPARTMENT BUDGET SUMMARY:</u></b>		<b><u>Actual 2017-18</u></b>	<b><u>Actual 2018-19</u></b>	<b><u>Estimate 2019-20</u></b>	<b><u>Budget 2020-21</u></b>
354	AB3229-COPS/State	141,754	473,978	159,836	152,407
355	Asset Seizure-Federal	539,814	433,346	526,214	320,330
356	Asset Seizure - State (85%)	12,561	3,413	17,237	20,000
358	RNSP - Federal	-	36,069	43,389	-
359	RNSP - Treasury	-	5,788	-	-
360	Asset Seizure - Treasury	-	-	-	20,000.00
500	Capital Projects Fund	70,330	160,623	166,491	-
570	Police Facility Fees	-	141,422	116,489	120,000
725	Major Building Improvements	-	8,182	-	-
790	Computer Replacement Fund	428,231	21,377	-	285,120
954	City Trf: Tustin Project - Taxable Bonds	5,089	-	-	-
<b>Total Funding</b>		<b><u>44,516,928</u></b>	<b><u>47,692,813</u></b>	<b><u>51,303,400</u></b>	<b><u>51,978,436</u></b>

## **POLICE | Office of the Chief**

### **PROGRAM DESCRIPTION**

The Office of the Chief is responsible for public safety as it relates to reporting, investigating, and preventing crime in the community. The Office of the Chief is also responsible for the overall leadership, management, and mission of the Police Department.

### **SERVICE OBJECTIVES**

1. Provide an organizational work atmosphere that allows employees to reach their highest level of ability.
2. Develop a highly trained and professional staff of law enforcement personnel dedicated to the department and the community.
3. Serve and protect the community by providing the highest level of professional police services.
4. Facilitate the development of a strong management team that identifies and addresses the future needs of the department and the community.

### **WORK PLAN FOR 2020-21**

1. Continue the CompStat crime control model with the goal of effectively and efficiently coordinating resources to control crime through June 2021. [1a]
2. Develop future leaders within the department through training, mentoring, and work-related assignments through June 2021. [4e]
3. Utilize the Police Department website, social media platforms, public service announcements, and public events to provide crime prevention and department information through June 2021. [1e]
4. Continue to monitor department functions and monthly staffing levels, to identify cost-saving opportunities through June 2021. [2a, 2b]
5. Continue to foster relations with Chapman University Office of Public Safety by providing a department liaison and holding monthly meetings through June 2021. [1e]
6. Expand the use of Twitter, Instagram, and other appropriate social media to increase communication with the community through June 2021. [1e]

## **POLICE | Support Services**

### **PROGRAM DESCRIPTION**

The Support Services Division is responsible for numerous diverse functions in support of Police Department operations including fiscal affairs, information technology, timekeeping, personnel and training, armory, cadet program, crime prevention, volunteer program, emergency management coordination, facility and fleet services. The Division is also responsible for grant administration, contracts, and technological advancements within the Police Department.

### **SERVICE OBJECTIVES**

1. Recruit, conduct backgrounds, and hire top-quality applicants for all sworn and civilian positions.
2. Provide employees with relevant training designed to improve skills and performance.
3. Provide employees with state-of-the-art technology to improve efficiency and effectiveness.
4. Administer the department's budget and control expenditures.
5. Identify and administer department grants.
6. Provide and maintain an effective in-service volunteer staff.
7. Direct crime prevention efforts through the planning process, community education, social media platforms, and crime analysis.
8. Coordinate with Facility Maintenance and Fleet Services for police facility, vehicle, and related services.
9. Educate the community on police-related topics.

### **WORK PLAN FOR 2020-21**

1. Participate in recruitment events, job fairs, and find new ways to advertise job opportunities to attract qualified applicants for sworn and civilian positions through June 2021. [1a]
2. Hire and train employees to fill all current vacant positions by June 2021. [1a]
3. Maintain focused briefing training series to increase the knowledge base and improve service delivery by June 2021. [4e]
4. Maintain POST mandated and other applicable training for sworn and civilian employees by June 2021. [4e]
5. Maintain the deployment of Cadets and provide continuous training and mentorship in preparation for full-time sworn and civilian positions by June 2021. [1a]
6. Provide two Citizen Academy courses to develop community-police relations, partnerships, and educate the public by June 2021. [1e]
7. Provide child DNA services at three city-sponsored events by June 2021. [1e]
8. Conduct safety and security inspections at construction sites, schools, residences, and businesses through June 2021. [1d]
9. Audit the department's Armory by December 2021. [1a, 1b]
10. Replace deteriorated cabinetry throughout the department by June 2021. [1b]
13. Hold 30 Neighborhood Watch meetings by June 2021. [1e]
14. Acquire, implement, and train employees on a new Mobile Audio & Video and/or Body Worn Camera system for the patrol fleet by June 2021. [1b]

## **POLICE | Dispatch**

### **PROGRAM DESCRIPTION**

Dispatch answers all incoming 9-1-1 and business calls for police service. Employees are responsible for correctly routing and prioritizing emergency and routine calls, as well as disseminating vital information to police employees or other appropriate agencies. Dispatch provides support for field officers by coordinating activities and providing information through a complex network of computerized systems. Computerized dispatch functions include phone (VIPER/Vestal), radio, Text-To-911, and Computer Aided Dispatch (CAD) systems. Dispatchers input all necessary call data into the CAD system, which provides a historically accurate synopsis of calls later used for court and statistical purposes.

### **SERVICE OBJECTIVES**

1. Provide professional customer service to citizens and co-workers. Prioritize tasks in a timely and efficient manner including handling 9-1-1 and routine calls in a predetermined way to best handle the needs of both callers and responders.
2. Facilitate leadership development of shift supervisors to enhance consistent supervision on all shifts to monitor workload and performance, as well as provide a foundation for leadership, direction, and cooperation between communications and patrol.
3. Facilitate leadership development of training officers to enhance consistent training of all new dispatchers.
4. Efficiently use technology to further serve the public and co-workers by providing the necessary information to maximize investigations and to contact and arrest repeat offenders in a continual effort to keep City of Orange residents and businesses safe.
5. Maintain a consistent training program and current manual consisting of four distinct training phases for new-hires, facilitating professional development of all personnel to enhance leadership and decision-making skills.

### **WORK PLAN FOR 2020-21**

1. Schedule dispatcher training to comply with bi-annual Continuing Professional Training requirements offered by Peace Officer Standards and Training resources by June 2021. [4e]
2. Evaluate service levels, personnel deployment, and dispatch schedule effectiveness with each shift change through June 2021. [1a]
3. Conduct random audio recording audits of phone calls and radio traffic handled by dispatchers to comply with emergency dispatching standards and protocols by June 2021. [4d]
4. Collaborate with the California Office of Emergency Services, Public Safety Answering Point managers in the region, and network vendors Atos and CenturyLink to ensure a successful and seamless transition to the Next-Generation 9-1-1 system by June 2021. [1b, 1c, 4c]
5. Collaborate with neighboring public safety agencies by attending regional meetings and training seminars through June 2021. [3e, 4d]
6. Continue effective community outreach services and programs to promote public safety through active participation of Neighborhood Watch, Citizens Academy, National Night Out, and 9-1-1 For Kids through June 2021. [1e, 4a]

## **POLICE | Records**

### **PROGRAM DESCRIPTION**

The Records Bureau maintains and protects the integrity of the department's crime reports and other documents. Included in this function is the file maintenance of the Records Management Computer System, warrant/subpoena processing, data input, and maintaining the Mobile Audio Video (MAV) system. The Records Bureau is also responsible for complying with State mandated regulations and responding to public inquiries.

### **SERVICE OBJECTIVES**

1. Provide professional and courteous customer service to the public, law enforcement agencies, and department co-workers.
2. Process all reports for investigators, the court system, and other State and Federal agencies.
3. Maintain records, computer files, and original documents to comply with mandated State law.
4. Comply with regulations on the California Law Enforcement Teletype System, Criminal Justice Information System, and National Crime Information Center.
5. Maintain all criminal department warrants in accordance with "due diligence" requirements.
6. Serve as a liaison between the courts, District Attorney's Office, and officers for subpoena service and mandated court appearances.
7. Maintain, collect, and report statistical information for the uniform crime reports.

### **WORK PLAN FOR 2020-21**

1. Purge all crime cases pursuant to the City's retention schedule for 2011-2012 by June 2021. [4c]
2. Digitize crime cases requiring retention, based on statute of limitations for 2006-2007 by June 2021. [4c]
3. Evaluate records schedule effectiveness and make needed adjustments with each shift change through June 2021. [1a]
4. Schedule three Records clerk's to attend the Peace Officer Standards and Training Records Clerk course by June 2021. [4e]
5. Supervisory personnel will attend four California Law Enforcement Association of Records Supervisor meetings through June 2021. [4e]
6. Evaluate and upgrade the current mobile retractable filing system, currently retaining nine years of department incident reports, to a more reliable high-density storage system by June 2021. [1b]

## **POLICE | Patrol**

### **PROGRAM DESCRIPTION**

The Patrol Division is responsible for general law enforcement duties, patrol activity, and proactive policing efforts intended to reduce the number of crime victims in Orange. Special functions within the Division include the Traffic Bureau, Communications Center, Bike Team, Canine Unit, SWAT, Homeless Engagement and Resource Team, Reserve Officers, Police Service Officers, and Explorer Post #266.

### **SERVICE OBJECTIVES**

1. Maintain the highest level of professionalism with everyone encountered.
2. Utilize daily briefing settings to continuously and deliberately train field personnel in core competencies of patrol work that maximize contact with high-frequency offenders.
3. Demonstrate leadership by collaborating with various stakeholder groups throughout the community to improve the quality of life through education and enforcement.
4. Regularly plan and prepare for both routine and unanticipated events through continued practical training, application of technology, and the proper scheduling of personnel.
5. Apply the strategies of the CompStat policing model to reduce crime. The four components of CompStat are accurate and timely intelligence, effective tactics and strategy, rapid, focused deployment of resources, and relentless follow-up.
6. Continually and proactively address recurring issues with the transient population and persons with mental illness to efficiently reduce victimization and direct individuals to appropriate community resources.
7. Coordinate the volunteer police chaplains to assist department personnel and the community in reducing the personal impact of trauma.

### **WORK PLAN FOR 2020-21**

1. Utilize monthly CompStat meetings to proactively analyze and direct the deployment of resources to efficiently address crime trends through June 2021. [1a]
2. Coordinate and lead two Crime Scene Investigation (CSI) trainings for patrol officers to educate officers on CSI basics and the latest techniques through June 2021. [1a]
3. Collaborate with the Training Bureau to provide two leadership-training courses for all Sergeants, Lieutenants, and Corporals to coincide with each shift change through June 2021. [4e]
4. Utilize Patrol's specialized units and regular personnel to conduct regular probation/parole compliance checks in "hot spot areas" identified by the Crime Analysis Unit in the context of CompStat through June 2021. [1a]
5. Collaborate with other city departments, County Public Works, and the Orange County Sheriff's Department to conduct regular transient outreach within the City, including Santiago Creek through June 2021. [3e]
6. Participate in monthly discussions with The Outlets at Orange security staff to maintain a positive working relationship and share enforcement techniques through June 2021. [3e]
7. Conduct monthly meetings with Chapman University Office of Public Safety to effectively address student and community relations through June 2021. [3e]

## **POLICE | Detectives**

### **PROGRAM DESCRIPTION**

The Detectives Division is responsible for identifying suspects who commit crimes and bringing them to justice. Cases are referred to the Division for follow-up after being reported to a Police Service Officer (PSO) or Patrol Officer. After analyzing interviews and interpreting evidence, the Division works closely with the District Attorney's Office to bring charges against the offending party. Detectives proactively address juvenile crime problems by coordinating efforts of School Resource Officers (SRO) and juvenile investigators. The SRO works closely with schools to monitor alternative programs for youthful offenders and pre-offender juveniles, referring minors to community and social service programs designed to minimize adverse pre-delinquent behaviors. One of these innovative programs is the Gang Reduction Intervention and Partnership initiative. Officers coordinate with leaders in the community and local schools to raise gang awareness and prevention for at-risk youth.

### **SERVICE OBJECTIVES**

1. Respond and assist Patrol Officers at crime scenes where the need exists for immediate investigative follow-up.
2. Respond to inquiries from victims and provide community education related to the prevention of both property and violent crimes.
3. Utilize federal, state, and local resources to assist with unsolved crimes and prosecute them to the fullest extent of the law.
4. Identify "at-risk" youth, provide pre-offender counseling, and pro-actively address the growing concern for juvenile delinquency.
5. Investigate financial crimes including identity theft, credit card fraud, counterfeit checks, embezzlement, internet and computer-based fraud, financial elder abuse, forgery, and various "theft by scam" cases.
6. Through participation in the CompStat process, collaborate with the Patrol Division to develop crime-fighting strategies and deploy resources to reduce crime.

### **WORK PLAN FOR 2020-21**

1. Conduct four presentations on current fraud trends to residents and businesses by June 2021. [1e]
2. Conduct "bait" operations utilizing GPS technology. The operations will be in response to emerging crime trends in high-crime areas identified through the CompStat process by June 2021. [1a]
3. Conduct one public presentation to the Orange Unified School District on the topic of School Violence, Safety, and Security by June 2021. [1e]
4. Participate in the Orange County District Attorney's Gang Reduction Intervention Partnership program with five identified schools through June 2021. [1e]
5. Support patrol during crime trend operational periods and document activity for the Crime Analyst through June 2021. [1a]
6. Conduct four in-house training exercises on domestic violence investigations at patrol briefings by June 2021. [1a]
7. Receive quarterly in-house training on topics directly related to investigations (search warrants, interviews, interrogations, case management, digital evidence, etc.) by June 2021. [4e]

## **POLICE | Gangs**

### **PROGRAM DESCRIPTION**

The Gang Unit is responsible for the suppression and investigation of crimes involving criminal gangs, including traditional street gangs and other criminal associations subject to the Street Terrorism Enforcement and Prevention Act. The Gang Unit is also responsible for monitoring subjects who are on active parole or probation with criminal street gang affiliation and suppressing graffiti activity through prevention and investigation. Additional responsibilities include enforcing gang injunction violations, working with the Orange Unified School District (OUSD) and the District Attorney's Office with the Gang Reduction Intervention Program (GRIP), and educating the public on gang activity and prevention methods.

### **SERVICE OBJECTIVES**

1. Identify and monitor the activities of criminal gangs, their associates, and leaders to suppress criminal activity and reduce crime through aggressive enforcement, surveillance, the use of informants, and conducting thorough investigations.
2. Respond, provide leadership, and assist Patrol Officers at crime scenes where the need exists for immediate investigative follow-up related to gang cases.
3. Provide training to and exchange intelligence information with patrol officers, school resource officers, detectives, school administrators, and outside agencies.
4. Reduce graffiti through enforcement, working closely with OUSD, satellite schools, and private businesses.
5. Increase intelligence and apprehension efforts of subjects responsible for acts of graffiti while working with City of Orange Public Works Department and allied agencies.
6. Continue collaboration with the Orange County District Attorney's Office with GRIP, and participating schools on a regular basis to help prevent young persons from becoming involved in a gang by intervening, counseling, and providing resources regarding the dangers and consequences of gang involvement.
7. Develop and maintain adequate sources of criminal street gang intelligence through informants, school meet-ups, literature, allied agency contacts, use of technology, and attending monthly Gang Investigators Association meetings.
8. Create and foster partnerships with community members to encourage reporting and enhance police response to gang activities.

### **WORK PLAN FOR 2020-21**

1. Conduct at least four surveillance operations of frequently vandalized locations within the City to apprehend the offenders involved through June 2021. [1a]
2. Hold four meetings with staff and students of OUSD to educate students and staff on ways to suppress graffiti and other gang-related activity on school campuses through June 2021. [1e]
3. Complete three probation compliance operations of known taggers in the City through June 2021. [1a]
4. Complete at least two gang injunction compliance checks through June 2021. [1a]
5. Conduct 200 probation or parole searches on known gang members and their associates, including gang-related juveniles through June 2021. [1a]
6. Assist allied law enforcement agencies with criminal investigations, warrant services, probation and parole searches, or other gang enforcement activity through June 2021. [3e]

7. Conduct two operations, in conjunction with patrol personnel, to maximize gang enforcement during spring break and the first month of OUSD's summer recess by June 2021. [1a]
8. Conduct three gang education and prevention presentations to community groups by June 2021. [1e]

## **POLICE | Special Investigations Unit**

### **PROGRAM DESCRIPTION**

The Special Investigations Unit is responsible for public affairs presentations on the subject of narcotic and drug use, maintaining communications with other local, state, and federal agencies, and providing training to personnel on the issue of drug use and trafficking patterns in the City. Detectives create a deterrent to those selling drugs by taking a proactive approach through enforcement strategies, enforcing the laws related to vice offenses and alcohol beverage control violations, and by promoting community awareness in drug enforcement. In addition, two detectives assigned to a Federal drug task force and one detective assigned to a County narcotics task force target large-scale narcotics traffickers operating in the area.

### **SERVICE OBJECTIVES**

1. Identify, investigate, and arrest drug traffickers who supply users.
2. Assist other law enforcement agencies with investigations of local drug traffickers in the City.
3. Conduct proactive enforcement targeting low-level street dealers selling drugs.
4. Investigate and seek prosecution against those engaging in acts of prostitution.
5. Monitor alcohol establishments to ensure compliance with Alcohol Beverage and Control (ABC) laws and prevent sales to minors.
6. Monitor establishments that sell tobacco products to prevent minors from possession and use of these products.
7. Provide training and exchange intelligence information with field services personnel.
8. Investigate ABC licensing inquiries and applications.
9. Assist the Field Services Division with crime trends and focused enforcement efforts.

### **WORK PLAN FOR 2020-21**

1. Conduct two ABC alcohol decoy operations by June 2021. [1a]
2. Conduct 40 probation checks for individuals with prior narcotic offenses by June 2021. [1a]
3. Conduct two tobacco decoy operations, one by December 2020 and one by June 2021. [1a]
4. Conduct four massage parlor inspection operations to ensure compliance with all state and local laws by June 2021. [1d]
5. Conduct four briefing training exercises for patrol in the area of narcotic operations and current drug trends through June 2021. [1a]
6. Assist patrol with crime reduction efforts as needed through June 2021. [1a]
7. Complete annual address verification for registered sex offenders by June 2021. [1e]
8. Deploy GPS technology as an investigative measure to identify criminals within the City by June 2021. [1a]
9. Conduct quarterly compliance checks of liquor licenses and Conditional Use Permits, and monitor special events at all ABC-licensed establishments through June 2021. [1a]

## **POLICE | Lab/Property**

### **PROGRAM DESCRIPTION**

The Lab is responsible for forensic analysis of physical evidence from crime scenes for future court use. The Lab works to identify suspects through latent print analysis and compares prints to known individuals in the statewide fingerprint identification database, California Identification (CAL-ID). The Lab also processes items for DNA evidence to identify suspects. The Property Unit is responsible for packaging, storing, controlling, and disposition of evidence and other property collected through the normal course of law enforcement duties in the community.

### **SERVICE OBJECTIVES**

1. Liaison with forensic units throughout the County to provide accurate and timely processing of all evidence gathered at crime scenes.
2. Identify suspects through fingerprinting and the CAL-ID computer system.
3. Coordinate processing of DNA and gun evidence with regional and national unsolved-crimes, sexual offender, and firearm databases to assist in identifying additional suspects and cases.
4. Provide on-going training to department personnel related to evidence collection and submission.
5. Maintain the Digital Imaging Management System (DIMS) for digital photographs and other digital media.
6. Keep current all policies on the use, storage, and management of digital photographs and other digital media.
7. Maintain all property and evidence according to accepted legal practices and procedures.
8. Complete annual narcotic and gun destructions, consistent with applicable laws and regulations.
9. Dispose of all property that has been stored more than three years and not required for court proceedings.

### **WORK PLAN FOR 2020-21**

1. Conduct two inspections and one audit of the Property/Evidence room and off-site storage areas. Controls will include records review, storage of drugs, weapons, money, and random spot-checks of other miscellaneous property by June 2021. [1b]
2. Complete an inventory of the Property/Evidence outdoor storage containers by June 2021. [1b]
3. Complete and submit latent prints to Orange County Crime Lab (OCCL) CAL-ID as quickly as practical. The County notifies the Forensic Services Unit who notifies the appropriate investigator and supervisors each time a suspect is identified through June 2021. [1a]
4. Conduct crime-scene related trainings for personnel of the Field Services Division. Training will address the areas of evidence collection, photography, DIMS, and general CSI by June 2021. [4e]
5. Dispose of items stored as evidence, safekeeping, and found property promptly while following department policy to increase available storage by 10 percent through June 2021. [1b]
6. Annual audit and comparison of 2019-2020 latent print exams performed by contracted OCCL fingerprint analyst by June 2021. [1a]
7. Liaison with the OCCL to maintain the department's contract for enhanced fingerprint examination and related services by July 2021. [1a]

## **POLICE | Traffic Services**

### **PROGRAM DESCRIPTION**

The Traffic Bureau is responsible for traffic-related education and enforcement aimed at reducing injury and property damage in the community. Traditional traffic law enforcement and educational programs such as impaired driver suppression patrols and DUI checkpoints facilitate the process. The Bureau investigates traffic collisions and provides primary enforcement of local and state laws relating to the movement of vehicles and parking ordinances. The Bureau provides crossing guards to ensure the safe passage of all children to and from school. The Bureau is also responsible for the planning and coordination of police involvement at all special events that take place in the City.

### **SERVICE OBJECTIVES**

1. Provide enforcement of all traffic laws regulating the flow of traffic within the City.
2. Provide special enforcement aimed at addressing specific traffic safety concerns, while providing public safety education related to vehicles, pedestrians, motorcycles, and bicycles.
3. Address traffic matters related to impaired driving through enforcement and educational programs to reduce DUI related traffic fatalities and collisions.
4. Utilize technology and crime data information to enforce vehicle code violations relative to commercial vehicles and other traffic safety violations.
5. Provide leadership through traffic safety education and enforcement programs by participating in community events such as National Night Out, Open House, Walk to School, and Citizen's Academy.
6. Investigate all major traffic collisions and criminal cases to comply with the Uniform Crime Reporting Program and Investigative Division standards.

### **WORK PLAN FOR 2020-21**

1. Department-wide implementation of Crossroads Traffic Collision database software to produce reports and analyze data to effectively direct enforcement efforts through June 2021. [1a]
2. Partner with Public Works Traffic Division to manage and prevent traffic collisions through June 2021. [1a]
3. Provide monthly traffic reports that document collision, DUI arrests, and enforcement data during CompStat meetings through June 2021. [1a]
4. Conduct eleven DUI/driver's license checkpoints as required by the Office of Traffic Safety (OTS) grant through June 2021. [1e]
5. Complete twelve DUI saturation patrols as required by the OTS grant through June 2021. [1e]
6. Conduct forty traffic enforcement operations in support of Distracted Driving Awareness, Motorcycle Safety, and Click-it-or-Ticket campaigns by June 2021. [1e, 2e]
7. Participate in three commercial countywide enforcement checkpoints through June 2021. [1e, 3e]
8. Participate and provide semi-monthly skills training for motor officers that promote and enhance general riding and safety through June 2021. [4e]
9. Provide training to crossing guard personnel to become well versed in procedures associated with crossing guard services through June 2021. [4e]
10. Conduct random crossing guard audits to assure crossing guard services are being delivered properly and courteously through June 2021. [1a]
11. Conduct monthly audits to review and examine all open traffic cases by June 2021. [1a]

## **POLICE | Homeland Security**

### **PROGRAM DESCRIPTION**

The Homeland Security Unit is responsible for coordinating the resources of all city departments relative to emergency services and homeland security. This Unit is also responsible for the maintenance and operational capability of the City's Emergency Operations Center (EOC) located at the Police Department.

### **SERVICE OBJECTIVES**

1. Assist all city departments with preparation for major emergencies and disasters.
2. Coordinate the development of emergency plans and operational procedures.
3. Maintain and provide citywide training on EOC procedures.
4. Assist the City Council, City Manager, department managers, and key staff during EOC activations.
5. Coordinate with the Department of Homeland Security, California Office of Emergency Services, and the Orange County Operational Area to ensure that the City maintains essential programs and services and receives appropriate training.
6. Represent the City of Orange in all-hazard related activities at the local, regional, and state level.
7. Provide Community Emergency Response Team (CERT) disaster preparedness training to the public.
8. Coordinate EOC emergency preparedness drills within the department.

### **WORK PLAN FOR 2020-21**

1. Facilitate two EOC related training or table-top exercises for all City of Orange EOC responders by June 2021. [1c]
2. Collaborate with the Fire Department to provide two new-member CERT courses, one in-person continuing education class, and one online resource continuing education class for graduates of CERT by June 2021. [1c]
3. Continue participation and education in the Terrorism Liaison Officer Program to maintain 50 percent of sworn personnel through quarterly training exercises specific to terrorism and homeland security by June 2021. [1e]
4. Provide public and private schools in the City of Orange with general safety and active shooter training for enhanced security and preparedness for officer response to emergencies by June 2021. [1e]
5. Participate in operational area preparedness drills and exercises to plan for disasters and emergencies the City of Orange may encounter through June 2021. [1e]
6. Monitor set-up procedures for the EOC through regular inspections conducted by police staff to ensure proper protocol is being followed through June 2021. [1c]



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## PUBLIC WORKS

### MISSION

To provide and preserve the City's infrastructure, facilities, and programs and to promote public health, safety, and welfare through courteous and timely customer service and the efficient use of available resources.

### DEPARTMENT GOALS

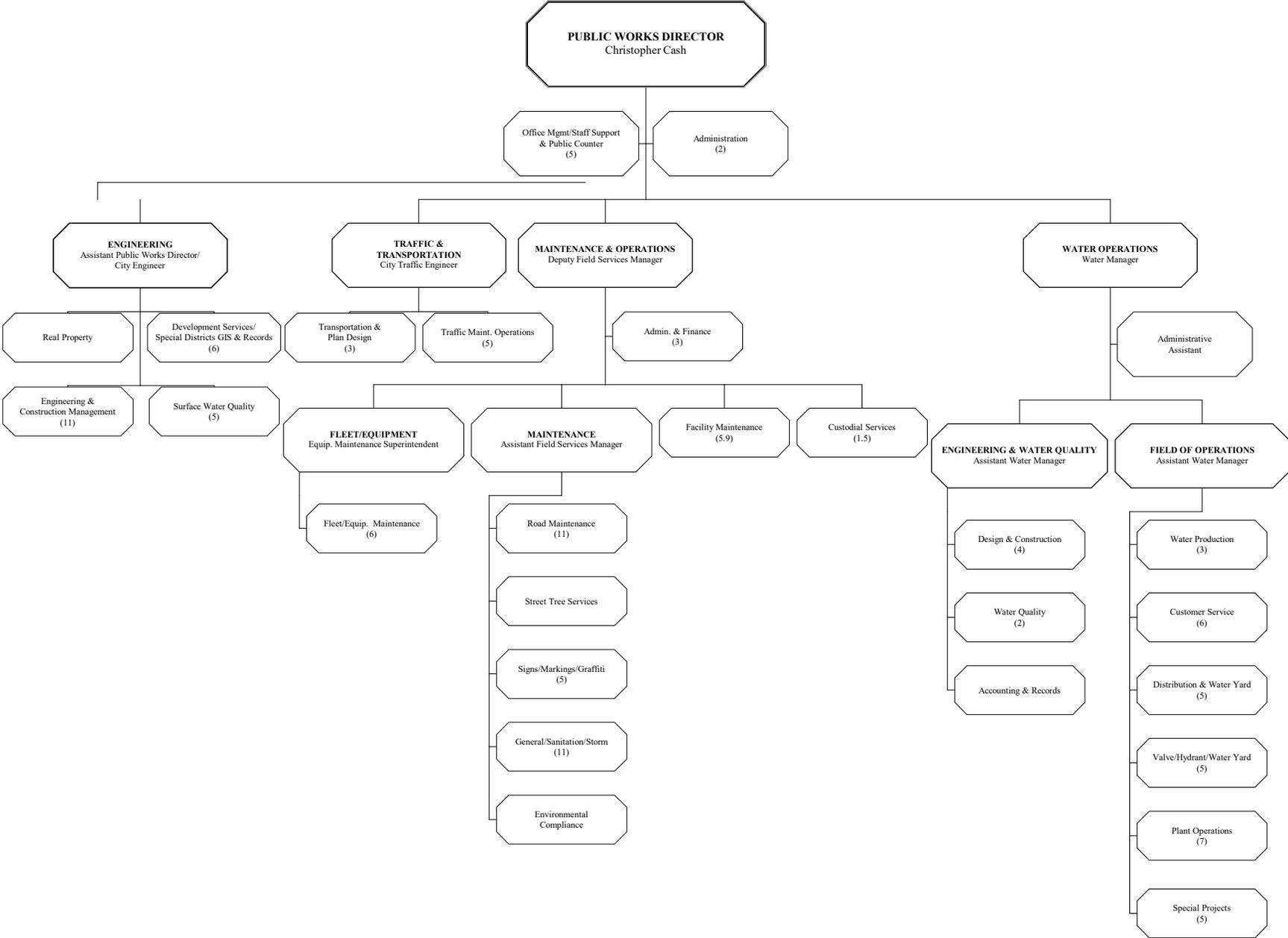
1. Implement and manage the City's annual Pavement Management Program
2. Constantly seek and search for grant opportunities for the best utilization of resources.
3. Replace 1,800 small water meters per year as part of the 15-year small meter replacement program.
4. Clean 700,000 lineal feet of sewer and video inspect 90,000 lineal feet of sewer utilizing both City crews and contractors.
5. Update the Department's Strategic Plan to verify long-term priorities and programs.
6. Ensure completion of all Public Works projects in the Capital Improvement Plan in a cost-effective and timely manner.
7. Ensure that a cost-effective, safe, and dependable potable water supply meets all residential, commercial/industrial, and fire protection needs of the City.
8. Improve safety and reduce congestion through the design, installation, maintenance, and operation of the signals, signs, streetlights, and other traffic control devices necessary for an efficient transportation system.
9. Maintain streets, alleys, and other right-of-ways in a safe and serviceable condition including asphalt repairs, concrete repairs, and graffiti removal.
10. Provide sanitation services to all customers including street tree maintenance, street sweeping, sewer maintenance, storm drain maintenance, and environmental compliance programs.
11. Regularly inspect and service the City's sewage and storm drain collection systems and implement the requirements of the National Pollutant Discharge Elimination System (NPDES) and Waste Discharge Requirements (WDR) permits.
12. Acquire, service, and salvage, where appropriate, all city vehicles including cars, trucks, and other non-wheeled equipment, to ensure safe and reliable operation.
13. Maintain all city facilities in a clean and safe manner; manage new and/or existing facility improvements; coordinate graffiti and shopping cart removal for the City.
14. Represent the Public Works Department before the Mayor, City Council, City Boards and Commissions; County, State and Federal agencies; and community groups and organizations in a manner that brings recognition and credit to the organization.
15. Continue to reduce the carbon footprint by purchasing alternative fuel vehicles.
16. Provide Orange residents with exceptional customer service and the provision of engineering, traffic, maintenance, water resources, and infrastructure.
17. Continue to implement traffic signal synchronizations along various roadways throughout the City.

### ACCOMPLISHMENTS FOR 2019-20

1. Maintained daily, the Metrolink Parking Structure and Old Towne Plaza.
2. Successfully navigated the COVID-19 pandemic by adjusting workspace distancing, using telecommuting, and streamlining customer services through the use of technology.

3. Assisted other departments with workspace alterations to comply with COVID-19 guidelines and reopen public services.
4. Negotiated new solid waste and street sweeping franchise agreement.
5. Integrated new trash enclosures within Old Towne Plaza to consolidate solid waste and increase capacity.
6. Completed Chapman & Lemon Intersection Improvement to assist with traffic and pedestrian flow to the Old Towne Plaza and Old Towne West Metrolink Parking Structure.
7. Completed two right turn lane improvements at Tustin & Meats and Tustin & Chapman improving traffic flow and service levels.
8. Completed Fire Station No. 2 Apparatus Bay Improvement to assist service to Wanda-Collins neighborhood.
9. Responded to over 1,000 facility maintenance service requests.
10. Removed over 100,000 square feet of graffiti in the public right-of-way.
11. Replaced 2,000 water meters.
12. Reconstructed 21,000 square feet of sidewalk, 5,000 linear feet of curb and gutter, and 2,600 linear feet of sewer main.
13. Issued nearly 700 Subdivision encroachment permits.
14. Maintained and trimmed over 7,000 city street trees.
15. Completed over 600 pothole repairs and reconstructed over 16,000 square feet of sidewalk.
16. Flushed all City fire hydrants, painted 4,000 hydrants, and completed a four-year hydrant painting cycle.
17. Completed the cleaning of over 700,000 linear feet of sewer line.
18. Completed over 1,200 preventative vehicle maintenance services and over 1,500 repairs to the City's fleet including Fire and Police vehicles.
19. Replaced 450 plastic water service laterals with copper pipe.
20. Conducted monthly preventative maintenance checks on each of the City's 157 traffic signals.
21. Supervised the sweeping of over 38,000 miles of City streets.
22. Cleared debris from over 3 miles of storm drains and channels.
23. Acquired and analyzed 1,590 water quality samples.
24. Completed over 40,000 square feet of asphalt repairs and patching.
25. Read 180,000 water meters.

# PUBLIC WORKS



## PUBLIC WORKS

### SCHEDULE OF POSITIONS

	APPROVED 2018-19	APPROVED 2019-20	BUDGET 2020-21
<b>Regular Full-Time:</b>			
Administrative Assistant	4.000	4.000	4.000
Administrative Specialist	2.000	2.000	2.000
Assistant Engineer	2.000	2.000	2.000
Assistant Field Services Manager	1.000	1.000	1.000
Assistant Public Works Director	1.000	1.000	1.000
Assistant Water Manager	2.000	2.000	2.000
Associate Civil Engineer	5.000	5.000	6.000
° Associate Engineer	2.000	1.000	0.000
Chemical Sprayer	1.000	1.000	1.000
Construction Inspection Supervisor	1.000	1.000	1.000
Construction Inspector II	3.000	3.000	3.000
Deputy Public Works Director	1.000	1.000	1.000
° Engineering Technician I	2.000	2.000	0.000
Engineering Technician II	0.000	0.000	2.000
Environmental Compliance Specialist	4.000	4.000	4.000
Environmental Program Manager	1.000	1.000	1.000
Environmental Scientist	1.000	1.000	1.000
Equipment Maintenance Leadworker	1.000	1.000	1.000
Equipment Maintenance Superintendent	1.000	1.000	1.000
Equipment Maintenance Supervisor	1.000	1.000	1.000
Equipment Mechanic II	5.000	5.000	5.000
Equipment Operator	5.000	5.000	5.000
Equipment Parts Technician	1.000	0.000	0.000
Executive Assistant	1.000	1.000	1.000
Facilities Maintenance Supervisor	1.000	1.000	1.000
Finance Clerk	1.000	1.000	1.000
Lead Custodian	1.000	1.000	1.000
Mgr. Trans. Services/City Traffic Engineer	1.000	1.000	1.000
Principal Civil Engineer	3.000	3.000	3.000
Project Engineer	1.000	1.000	1.000
Public Works Administrative Manager	1.000	1.000	1.000
Public Works Director	1.000	1.000	1.000
Public Works Maintenance Leadworker	6.000	6.000	6.000
Public Works Maintenance Supervisor	4.000	3.000	3.000
Public Works Maintenance Worker II	11.000	10.000	10.000
Real Property Agent	1.000	1.000	1.000
Senior Administrative Analyst	1.000	1.000	1.000
Senior Civil Engineer	2.000	2.000	2.000
Senior Contract Administrator	1.000	1.000	1.000
Senior Finance Clerk	2.000	2.000	2.000
Senior GIS Analyst	1.000	1.000	1.000

## PUBLIC WORKS (continued)

### SCHEDULE OF POSITIONS

	APPROVED 2018-19	APPROVED 2019-20	BUDGET 2020-21
<b>Regular Full-Time (continued):</b>			
Senior Traffic Signal Technician	1.000	1.000	1.000
Senior Water Meter Service Worker	1.000	1.000	1.000
Senior Water Quality Inspector	2.000	2.000	2.000
Skilled Maintenance Worker - Facilities	2.000	2.000	2.000
Skilled Maintenance Worker - Public Works	3.000	3.000	3.000
Skilled Maintenance Worker - Water	4.000	4.000	4.000
Traffic Management Center Technician	1.000	1.000	1.000
Traffic Operations Superintendent	1.000	1.000	1.000
° Traffic Signal Technician I	2.000	2.000	0.000
Traffic Signal Technician II	0.000	0.000	2.000
Transportation Analyst	2.000	2.000	2.000
Tree Services Coordinator	1.000	1.000	1.000
Water Maintenance Leadworker	6.000	6.000	6.000
Water Maintenance Supervisor	6.000	6.000	6.000
Water Maintenance Worker I	1.000	1.000	1.000
Water Maintenance Worker II	4.000	4.000	4.000
Water Manager	1.000	1.000	1.000
Water Meter Service Worker I	1.000	1.000	1.000
Water Meter Service Worker II	2.000	2.000	2.000
Water Plant Operator II	5.000	5.000	5.000
Water Yard Storekeeper	1.000	1.000	1.000
<i>Regular Full-Time Sub-Total</i>	<i>134.000</i>	<i>130.000</i>	<i>130.000</i>
<b>Regular Part-Time (FTE):</b>			
Custodian	0.500	0.500	0.500
<i>Regular Part-Time Sub-Total</i>	<i>0.500</i>	<i>0.500</i>	<i>0.500</i>
<b>Part-Time/Non-Benefitted (FTE):</b>			
Public Works Maintenance Worker I	0.000	1.900	1.900
<i>Part-Time/Non-Benefitted Sub-Total</i>	<i>0.000</i>	<i>1.900</i>	<i>1.900</i>
<b>Total Public Works</b>	<b>134.500</b>	<b>132.400</b>	<b>132.400</b>

° Reclassified: Assistant Engineer to Associate Civil Engineer, (2) Engineering Technician I to (2) Engineering Technician II, (2) Traffic Signal Technician I to (2) Traffic Signal Technician II

## PUBLIC WORKS DEPARTMENT

### Financial Summary

<b><u>DEPARTMENT BUDGET SUMMARY:</u></b>	<b><u>Actual 2017-18</u></b>	<b><u>Actual 2018-19</u></b>	<b><u>Estimate 2019-20</u></b>	<b><u>Budget 2020-21</u></b>
Salaries & Benefits	15,013,069	15,542,974	16,361,519	17,048,886
Maintenance & Operations	30,798,996	31,298,462	25,926,045	37,346,970
Capital Outlay	<u>(2,998,364)</u>	<u>(1,402,465)</u>	<u>4,879,241</u>	<u>3,466,127</u>
<b>Total Operating Budget</b>	42,813,700	45,438,972	47,166,804	57,861,982
Capital Improvements	15,204,614	11,924,167	11,359,802	59,341,078
Debt Service	<u>8,706,645</u>	<u>8,983,495</u>	<u>1,749,312</u>	<u>-</u>
<b>Total Department</b>	<u><u>66,724,960</u></u>	<u><u>66,346,634</u></u>	<u><u>60,275,918</u></u>	<u><u>117,203,060</u></u>
 <b><u>DEPARTMENT PROGRAMS:</u></b>				
5001 General Administration and Support	710,159	2,176,666	2,425,626	2,217,939
5011 Engineering	11,960,632	9,284,198	9,581,872	44,841,196
5012 Development	662,576	590,651	619,004	622,238
5021 Street Maintenance	2,948,378	3,249,533	3,018,508	3,589,724
5022 Refuse and Sanitation Services	6,871,578	5,708,467	3,039,818	3,027,747
5023 Fleet Services	4,571,147	5,081,496	8,093,106	5,432,963
5024 Surface Water Quality Fund	913,492	840,398	922,325	1,239,476
5025 Tree Maintenance	536,961	959,207	1,067,848	870,796
5028 Facility Maintenance	1,671,039	1,870,291	1,763,517	6,366,545
5031 Transportation Planning	680,811	481,108	799,930	4,460,911
5032 Traffic Operations	1,583,709	1,735,813	1,068,451	1,664,931
5073 Roadway Maintenance	144,592	141,010	129,203	169,000
5074 Transportation Services	1,241,161	1,203,400	1,252,633	1,446,735
8011 Water Production	25,727,842	25,603,675	20,260,463	33,204,556
8041 Water Distribution	7,909,359	6,345,999	6,233,615	8,048,302
8071 Water Financing	<u>(1,408,475)</u>	<u>1,074,720</u>	<u>-</u>	<u>-</u>
<b>Total Programs</b>	<u><u>66,724,960</u></u>	<u><u>66,346,634</u></u>	<u><u>60,275,918</u></u>	<u><u>117,203,060</u></u>

## PUBLIC WORKS DEPARTMENT

### Financial Summary

<b>DEPARTMENT FUNDING SOURCES:</b>	<b>Actual 2017-18</b>	<b>Actual 2018-19</b>	<b>Estimate 2019-20</b>	<b>Budget 2020-21</b>
100 General Fund	7,402,796	7,795,525	7,811,799	8,132,897
110 Building Records Management	-	-	28,350	-
150 O.C.P.T. Building Maintenance	2,879	1,315	867	9,233
220 Sanitation & Sewer	7,922,403	7,576,317	5,173,659	5,876,123
245 Air Pollution Reduction	154,624	98,427	121,716	100,000
263 Measure "M2" Traffic Imprvmnt	5,041,631	3,090,246	3,079,774	3,164,350
270 Gas Tax Maintenance Fund	2,325,140	2,833,552	2,540,810	2,743,331
271 Gas Tax Construction Fund	142,561	71,827	135,409	124,219
272 Gas Tax - Proposition 111	706,430	1,020,202	958,434	930,495
274 Road Maint. & Rehab. Account	15,728	1,156,657	1,857,314	2,685,193
284 TSIP Area "B"	698,545	1,200,357	382,087	431,962
285 TSIP Area "C"	4,624	-	47,112	250,000
340 Traffic Congestion Relief	20,787.00	138,239	17,710	30,000
355 Asset Seizure-Federal	-	301,264	964	-
500 Capital Projects Fund	2,472,304	457,492	307,114	735,000
520 Sewer Construction	-	577,085	1,543,188	2,428,982
540 Old Towne Parking Facility	-	-	271,877	-
550 Reimbursable Capital Projects	3,043,241	2,369,034	1,169,882	38,757,403
560 Fire Facilities Fees	-	-	-	33,500
573 Library Facilities Fees	-	-	-	332,000
600 Water Utility Operations	32,270,953	32,385,669	26,766,121	41,334,859
710 Equipment Expense	2,890,942	3,048,624	2,613,109	2,890,968
720 Equipment Replacement Fund	1,537,314	1,683,949	5,036,050	2,501,728
725 Major Building Improvements	72,056.46	290,829	79,512	185,818
953 City Trf: NW& SW 2003 Exempt	-	16,276	38,144	160,000
954 City TRF: Merged 2008 Tax Ex.	-	233,748	294,916	3,365,000
<b>Total Funding</b>	<b>66,724,960</b>	<b>66,346,634</b>	<b>60,275,918</b>	<b>117,203,060</b>

## **PUBLIC WORKS | Administration**

### **PROGRAM DESCRIPTION**

This program provides management and staff support to achieve the Department's mission statement and support all departmental activities including budget, personnel, labor relations, customer service, emergency management, clerical support, training, and special projects.

### **SERVICE OBJECTIVES**

1. Represent the Public Works Department before the Mayor, City Council, City Boards and Commissions, and other agencies, organizations, and community groups in a manner that brings recognition and credit to the organization.
2. Provide accurate and timely support to divisional activities in the areas of budgeting, personnel, labor relations, training, organizational studies, clerical support, filing, and public counter support.
3. Prepare the annual departmental budget and supporting documents as aligned with the City's budget timeline and present the Department's budget before the City Manager and City Council.
4. Prepare and submit all county, state, and federal reports.
5. Review department organization each year to ensure the most efficient utilization of authorized staffing and cost-effective service delivery.
6. Review the progress of all departmental goals and objectives and coordinate new goals for the following fiscal year.

### **WORK PLAN FOR 2020-21**

1. Continue to assess the Department's current asset management activities and set goals for future asset management needs by June 2021. [2d]
2. Submit annual report for solid waste diversion to the California Department of Resources Recycling and Recovery by August 2020. [2a]
3. Review annual Maintenance Management System plans and meet as needed with all maintenance divisions to review plan progress through June 2021. [4c]
4. Coordinate the submittal of grant applications and administer successful grant awards through June 2021. [2a]
5. Execute an outreach and strategic plan to assist the City's commercial and multifamily solid waste accounts in response to legislation approved by the Governor regarding organics and recycling through June 2021. [2d]
6. Bring forth ordinance changes and enforcement policies that align with Senate Bill 1383 and other state mandates. [2d]
7. Continue to assess the existing Public Works electronic databases and provide recommendations through June 2021. [3e]
8. Participate in North Orange County Coalition: Energy Partnership to focus on finding energy efficiency projects for City facilities and infrastructure through June 2021. [2d]
9. Assess Corp Yard functionality and provide recommendations with a focus on capacity and efficiency by June 2021. [2e]
10. Administer the solid waste and street sweeping franchise agreement through June 2021. [2d]

## **PUBLIC WORKS | Engineering and Construction Management**

### **PROGRAM DESCRIPTION**

This program provides design, inspection, and construction management for public improvements. Real estate and property management services include appraisals and disposal of real property, preparation of maps and other special studies necessary to support departmental and city programs. This program also assists in the development of the annual Capital Improvement Plan (CIP).

### **SERVICE OBJECTIVES**

1. Coordinate with Orange County Transit Authority (OCTA) for regional grant programs including the Comprehensive Transportation Funding Program, renewed Measure M, and Federal funding packages.
2. Continue to refine and manage the City's Pavement Management Plan.
3. Ensure completion of all approved projects in the CIP within budget and as scheduled.
4. Prepare an annual 5-year CIP Program relating to roadways, facilities, sewer and storm drains, and facilities while coordinating the program review and approval process with the City Manager, Mayor, and City Council.
5. Prepare and submit all county, state, and federal reports.
6. Acknowledge all Public Works inquiries within one business day and strive for resolution or response within 72 hours.
7. Provide engineering services for capital improvement projects to other city departments .
8. Provide contract administration and construction inspection for all public improvements, grading permits, and encroachment permits.
9. Complete all property sales and acquisitions on time and within budget.

### **WORK PLAN FOR 2020-21**

1. Update the Pavement Management Plan through June 2021. [1b, 2d]
2. Provide project management and engineering support for the new Fire Station 1 and Headquarters project through June 2021. [1b, 2d]
3. Work with Community Services and the County of Orange to pursue grant funding for the Santiago Creek Multipurpose Trail Extension project through through June 2021. [3a, 3d]
4. Schedule and complete annual pavement maintenance projects by June 2021. [1b, 4b]
5. Examine the sewer hot spots list and select segments for replacement by March 2021. [1b, 4b]
6. Complete federal and state funded grant projects through June 2021. [3a]
7. Pursue grant opportunities from OCTA's Measure M2, state and federal agencies, and other available external funding options through June 2021. [2a, 2b]
8. Complete rehabilitation on eight city bridges by June 2021. [2d]
9. Complete Fire Station 2 apparatus bay by July 2020. [1b, 4b]
10. Complete Engineering Phase of critical intersection widening at Cannon Street & Serrano Avenue by June 2021. [1b, 4b]

## **PUBLIC WORKS | Development Services & GIS**

### **PROGRAM DESCRIPTION**

This program provides engineering services for public and private improvements, issues permits, checks plans, and establishes requirements for public improvements including street, alley, sidewalk, curb and gutter, sewer and storm drains. This program coordinates the annual Special Assessments, Community Facilities Districts, and the City's Geographic Information System (GIS) database.

### **SERVICE OBJECTIVES**

1. Process, coordinate, review, and record all subdivisions of land including tract maps, parcel maps, lot line adjustments, and certificates of compliance.
2. Facilitate development activity within the City by completing all plan checks within the established time schedule (three weeks for first plan check) and accurately calculate all fee payments and respond to permit applicants on schedule.
3. Review and approve permit applications for all public utility and construction activities on public streets and other street detours and closure requests.
4. Maintain an accurate library of all infrastructure data and respond to all requests for information within 72 hours.
5. Review and approve sewer lateral connections and facilitate out-of-area sewer connection requests.
6. Issue new street addresses to developments and utility services and maintain the city's address database of street name and house number assignments.
7. Operate and maintain GIS for all city infrastructures and property related data and review all special district assessments annually for accuracy and compliance with financing agreements.
8. Conduct annual review of revenue requirements for Landscape Maintenance Districts including preparation of Annual Engineering Reports, conducting public hearings, and inclusions of the assessment on the County Tax rolls.
9. Administer Federal Emergency Management Agency (FEMA), National Flood Insurance Program (NFIP), and the City Flood Reduction Ordinance for the City. Coordinate with federal, state, and local agencies on floodplain management programs. Administer the FEMA Community Rating System (CRS) program. Maintain flood information, respond to resident inquiries, and file FEMA flood letters and map documents.

### **WORK PLAN FOR 2020-21**

1. Review submittals for developments including parcel and tract maps, grading, and other infrastructure improvements through June 2021. [1d, 3c]
2. Manage a GIS for atlas maps and infrastructural databases including updates and continue user implementation phase to the upgraded Local Government Model through June 2021. [4b, 4c]
3. Update sewer, storm drain, and water databases throughout the City by June 2021. [1b]
4. Review expenditures in all Landscape Maintenance Districts, prepare the Engineer's Report, and schedule a public hearing for annual levy of assessments by June 2021. [3a]
5. Organize engineering project central files including scanning, filing, and record management through June 2021. [4b, 4c]
6. Review and process encroachment permit applications by utility companies and private developments by June 2021. [1b, 1d, 4b]

7. Collaborate with Community Development's Building Division in transitioning to a new permitting and plan check system by June 2021. [1d, 4b, 4c]
8. Upgrade and update sewer video inspection system and database by June 2021. [1d, 4b, 4c]
9. Create and implement the Citizen Reporter application to allow the public to submit non-emergency problems from a smart phone, tablet, or computer. [4c]
10. Create an ArcGIS Tracker application to track the location of Fire Department assets and report the status via a dashboard application on a smart device. [4c]
11. Expand the use of asset tracking and data collection by Public Works field crews via the collector application on smart devices. [4c]

## **PUBLIC WORKS | Street Maintenance**

### **PROGRAM DESCRIPTION**

This program utilizes city personnel or private contracts to clean, repair, maintain, and improve roadways, bridges, public walks, and related facilities. Crews are involved in asphalt and concrete maintenance, graffiti removal, street signage, and pavement markings.

### **SERVICE OBJECTIVES**

1. Maintain streets, sidewalks, alleys, and other rights-of-way in a safe and operable condition for the public's health, safety, and welfare.
2. Acknowledge all inquiries within one business day of receipt and strive for response or resolution within 72 hours.
3. Maintain an overall safety program to provide a safe work environment for all employees.
4. Prepare and submit on time all necessary county, state, and federal reports.
5. Complete all scheduled projects, including capital improvement project items, within budget and as scheduled.
6. Review annually, all policies and procedures applicable to job performance to improve safety and productivity.

### **WORK PLAN FOR 2020-21**

1. Continue implementing maintenance management plans for the Old Towne Plaza and newly constructed Metrolink Parking Structure utilizing both city crews and contractual services to enhance and provide added care through June 2021. [2b]
2. Manage custodial services and Old Towne Plaza steam cleaning contracts through June 2021. [4b]
3. Continue to assess methods for an efficient and effective Plaza closure plan through June 2021. [1b]
4. Coordinate with the Engineering Division to prepare plans and specifications for capital projects involving sewer main replacement, storm drain replacement, pavement slurry sealing, asphalt overlay, sidewalk, American with Disabilities Act ramp, and curb and gutter repair through June 2021. [1b, 3a]
5. Patch and repair two million square feet of street utilizing both city crews and contract construction by June 2021. [1b, 3a]
6. Repair two miles of sidewalk and two miles of curb and gutter utilizing both city crews and contract construction by June 2021. [1b]
7. Expediently track and remove graffiti throughout the City through June 2021. [4b]
8. Maintain traffic signs, street name signs, and pavement markings to be compliant with the Manual on Uniform Traffic Control Devices and Federal Highway Administration which outlines reflective sign requirements and standards by June 2021. [1b]
9. Implement division-wide training programs through June 2021. [4e]
10. Inspect and install banners as requested through June 2021. [1b]
11. Assist in the production of City events and the implementation of emergency road closures through June 2021. [1b]

## **PUBLIC WORKS | Refuse and Sanitation Services**

### **PROGRAM DESCRIPTION**

This program provides sanitation services to residential and commercial properties, including street sweeping, sewer and storm drain maintenance, weed abatement, and environmental compliance & code enforcement. The program also manages the City's solid waste and street sweeping franchise agreement, administers various grants, and operates a public education program for solid waste, hazardous waste, organic recycling, edible food recovery, and recycling.

### **SERVICE OBJECTIVES**

1. Administer the citywide solid waste and street sweeping franchise agreement in compliance with applicable city, state, and federal regulations to ensure quality service.
2. Continue administering programs to promote public awareness of, and compliance with, the need to recycle solids, liquids, organics, and hazardous wastes generated by the City.
3. Regularly conduct CCTV video inspections, cleaning, and service as required of the City's sanitary sewer and storm drain systems.
4. Acknowledge all complaints within one business and strive for resolution/response within 72 hours.
5. Annually review all county, state, and federal regulations and submit required reports to ensure continued City compliance with mandated programs.
6. Administer sewer cleaning & pump station maintenance to ensure quality service and compliance with city, state, and federal regulations.
7. Ensure street sweeping of all public streets, bike lanes, municipal parking lots, and alleys in accordance with established performance standards.
8. Replace deficient, aging, or damaged sewer and storm drain lines.

### **WORK PLAN FOR 2020-21**

1. Clean 700,000 linear feet sewer of main lines and video inspect up to 90,000 linear feet of sewer main lines by June 2021, utilizing both City crews and contractor services. [1b]
2. Clean 200 catch basins for storm water quality by June 2021. [1b]
3. Complete 3,000 sanitation and right-of-way related inspections for trash service, news racks, encroachments, and nuisance abatements in the public right-of-way by June 2021. [3b, 3c]
4. Coordinate with the Engineering Division in the preparation of plans and specifications to replace deficient sewer mains and storm drains by June 2021. [2d]
5. Implement division-wide training programs by June 2021. [4e]

## **PUBLIC WORKS | Fleet Services**

### **PROGRAM DESCRIPTION**

This program provides for the acquisition, repair, maintenance, and disposal of all city vehicular equipment and the operation of a parts warehouse.

### **SERVICE OBJECTIVES**

1. Acquire, service, and salvage, when appropriate, all city vehicles, including cars, trucks, and other non-wheeled equipment, to ensure safe and reliable operation.
2. Prepare and submit county, state, and federal reports.
3. Prepare an annual vehicle replacement observation list, with staff recommendations, for review and approval by the City Manager, Mayor, and City Council.
4. Develop policies and procedures to ensure proper service and operation of all equipment, enhance safety, and reduce repair costs.
5. Maintain all authorized equipment at a fully functional level on a continual basis.
6. Complete all routine repairs within two working days for non-emergency vehicles and within 24 hours for emergency equipment.
7. Annually conduct a parts inventory to ensure a sufficient number of required parts are available to meet operational standards.
8. Maintain and ensure regulatory compliance on fuel dispensing systems.

### **WORK PLAN FOR 2020-21**

1. Complete 1,200 preventative vehicle maintenance services and 2,000 repairs to the City's fleet by June 2021. [1b]
2. Continue to integrate the fuel management system into the City's vehicle maintenance in current asset management software through June 2021. [2d]
3. Develop a vehicle-purchasing schedule for annual vehicle replacements by February 2021. [2d]
4. Complete all standard budgeted vehicle replacement purchases by June 2021. [2d]
5. Dispose of surplus vehicles and equipment in a timely fashion to maximize salvage value by June 2021. [2d]
6. Implement division wide training programs by June 2021. [4e]
7. Continue to evaluate opportunities to purchase alternative fuel vehicles through June 2021. [3b]

## **PUBLIC WORKS | Surface Water Quality**

### **PROGRAM DESCRIPTION**

This program provides for compliance with federal and state water quality regulations, primarily under the National Pollution Discharge Elimination System (NPDES) for storm water quality and the Waste Discharge Requirements (WDR) for sewer management. These programs strive to improve surface water quality in the City of Orange and eliminate sewer overflows from the City's sewer system.

### **SERVICE OBJECTIVES**

1. Promote public education to businesses and residents regarding proper practices and procedures to manage urban runoff and minimize the discharge of fat, oil, and grease into the sewer system.
2. Prepare and submit all county and state reports as required.
3. Inventory, conduct, and complete required industrial, commercial, and municipal surface water quality inspections.
4. Inventory, conduct, and complete required restaurant NPDES and WDR inspections.
5. Annually review all county, state, and federal regulations to ensure city compliance with mandated programs and regulations.
6. Participate in county and regional committees to remain informed and compliant with new water quality and WDR requirements.
7. Provide training to city departments on regulatory programs.

### **WORK PLAN FOR 2020-21**

1. Prepare and submit the annual Performance Evaluation Assessment report to comply with storm water permit requirements by November 2020. [3b]
2. Inspect all low, medium, and high priority industrial, commercial, and municipal sites as required by the Municipal Separate Storm Sewer System (MS-4) permit by June 2021. [3b]
3. Inspect food service establishment sites (approximately 500) to comply with current waste discharge permit requirements by June 2021. [3b]
4. Respond citywide to surface water quality complaints by June 2021. [3b]
5. Inspect 25,000 lineal feet of open drainage channels by August 2020. [3c]
6. Review new development Water Quality Management Plans as needed by June 2021. [3c]
7. Analyze revised fecal coliform total maximum daily loads by June 2021. [3b]
8. Assess revised nutrient total maximum daily loads by June 2021. [3b]
9. Provide training to city departments on new NPDES requirements by June 2021. [3c]

## **PUBLIC WORKS | Facility Maintenance**

### **PROGRAM DESCRIPTION**

This program provides maintenance services for public buildings and city facilities, administers annual contracts for mechanical systems, site-specific facility maintenance, and manages new or existing building improvement projects and contracts.

### **SERVICE OBJECTIVES**

1. Work with various departments to address maintenance needs and schedules for the City's 26 buildings.
2. Provide expedient and courteous service to all city departments.
3. Respond to facility maintenance requests within one business day and strive for resolution or response within 72 hours
4. Assist all departments with the development of building capital improvement requests.
5. Provide cost-effective maintenance programs to assure the satisfaction, reliability, and performance of building-related facilities.

### **WORK PLAN FOR 2020-21**

1. Use the Facilities Master Plan to plan and budget maintenance work as necessary by June 2021. [2d]
2. Administer all facility annual service contracts by June 2021. [1b]
3. Coordinate and implement building improvements and facility modifications by June 2021. [1b]
4. Perform general maintenance and repairs for all public buildings and appurtenant facilities by June 2021. [1b]
5. Conduct periodic building inspections to better maintain facilities and provide exceptional customer service through June 2021. [1b]

## **PUBLIC WORKS | Transportation Planning**

### **PROGRAM DESCRIPTION**

This program identifies current and future transportation system needs and implements programs to meet those needs for freeways, arterials, bikeways, pedestrian corridors, bus lines, railways, and parking lots. Furthermore, the Transportation Planning section conducts traffic and transportation studies, makes recommendations to the City Council and Traffic Commission for transportation system improvements, attends regional meetings, and plans, designs, and constructs a variety of transportation system improvement projects.

### **SERVICE OBJECTIVES**

1. Improve mobility, safety, and reduce congestion through optimum use and operation of existing traffic signals, signs, street striping, street lights, and other traffic control devices.
2. Annually review all city transportation plans to ensure compliance with applicable guidelines and implement programs as needed to promote efficient movement of people and goods.
3. Acknowledge all citizen inquiries within one business day and strive for a resolution or response within 72 hours.
4. Maximize the amount of grant funding obtained by the City to design, develop, and maintain public traffic systems to satisfy the transportation needs of the residential and business community.
5. Promote development and use of a city intermodal transportation system.
6. Annually review all Transportation System Improvement Program (TSIP) fees to ensure regulatory compliance and consistency with transportation needs.
7. Review development proposals to ensure uses and development traffic impacts are analyzed and mitigated accordingly.
8. Prepare and submit county, state, and federal reports.

### **WORK PLAN FOR 2020-21**

1. Provide staff support to the City Traffic Commission through June 2021. [1b]
2. Identify priorities to improve traffic safety and circulation for the City's FY21 Capital Improvement Plan through June 2021. [4d]
3. Pursue grant opportunities through OCTA's Measure M2, State's Active Transportation Program (ATP), Federal's – Highway Safety Improvement Program (HSIP), and other available external funding opportunities through June 2021. [1b, 3d]
4. Provide staff support to review and develop traffic control requirements for special events and construction projects through June 2021. [1b]
5. Prepare Local Roadway Safety Plan to provide a framework to identify, analyze, and prioritize roadway safety improvements on city streets through June 2021. [1b]
6. Perform required traffic data collection, including citywide traffic counts and speed surveys, needed to maintain grant funding eligibility and enforceable speed limits through June 2021. [1b]
7. Conduct traffic investigations in response to resident and motorist input and, where appropriate, recommend and implement operational changes through June 2021. [1b]
8. Perform a comprehensive review and update of the City's TSIP fees to better align with the city's future infrastructure needs by June 2021. [1b, 2b]

9. Participate in project development activities to represent the City's interests on interagency regional transportation planning and design projects through June 2021. [1b, 4d]

## **PUBLIC WORKS | Traffic Operations**

### **PROGRAM DESCRIPTION**

This program plans, designs, installs, maintains, operates, and repairs traffic signals, street lighting, warning beacons, and other electrical traffic control and safety devices in the roadway, providing for efficient operation of the City's traffic and transportation system. This program is also responsible for overseeing and expanding the City's traffic signal communications network, providing for traffic signal synchronization on critical corridors, and operating the City's Traffic Management Center.

### **SERVICE OBJECTIVES**

1. Maintain the highest level of safety and efficiency for the traffic control system of the City through a vigorous maintenance, repair, and replacement program.
2. Promote the utilization of advanced state-of-the-art technology to operate and monitor the City's transportation system.
3. Acknowledge all citizen inquiries within one business day and strive for resolution or response within 72 hours.
4. Prepare and submit county, state, and federal reports.

### **WORK PLAN FOR 2020-21**

1. Implement additional wireless and fiber optic communication links between traffic signals, video cameras, and the Traffic Management Center (TMC) through June 2021 [4d]
2. Maintain monitoring and preventive maintenance program for traffic signals, street lights, and flashing beacons through June 2021. [1b]
3. Provide timely corrective maintenance of traffic signal equipment, street lights, and traffic signal communications system on an as-needed basis through June 2021. [1b]
4. Manage traffic signal controller and TMC equipment upgrades through June 2021. [4d]
5. Implement OCTA-funded multi-jurisdictional traffic signal synchronization projects along Katella Avenue, Garden Grove Boulevard and Main Street by June 2021. [4d]
6. Implement traffic signal improvements at three intersections at Glassell Street & Walnut Avenue, Chapman Avenue & James Street, and Chapman Avenue & Batavia Street; an intersection modification of the Katella Avenue & Struck Avenue in order to add a fourth leg; and upgrade of traffic signal equipment at the Tustin Street & La Veta Avenue intersection through June 2021. [4d]
7. Implement 12 radar feedback signs on La Veta Avenue, Collins Avenue, and Chapman Avenue and protected left-turn phasing of three intersections at Chapman Avenue & Batavia Street, Chapman Avenue & Grand Street, and Chapman Avenue & Cambridge Street by June 2021. [4d]
8. Design and construct a new traffic signal at the intersection of Palm Avenue and Lemon Street by June 2021. [1b]
9. Design a new traffic signal at the intersection of Glassell Street and Palmyra Avenue by June 2021. [1b]
10. Replace aging streetlight fixtures and equipment under the ongoing streetlight replacement program through June 2021. [1b]

## **PUBLIC WORKS | Water Engineering and Production**

### **PROGRAM DESCRIPTION**

This program ensures that the City's residents, visitors, and businesses will have an adequate supply of potable water for all necessary municipal and private uses including fire protection through the operation and maintenance of all sources of supply and pumping facilities. This program also provides engineering services for development and capital projects and is responsible for water quality activities to ensure the safety of the City's water supply is in conformance with county, state, and federal guidelines.

### **SERVICE OBJECTIVES**

1. Provide a reliable supply of potable water to the City through a coordinated program of groundwater production and use of imported supplies.
2. Ensure completion of all approved projects in the Water Capital Improvement Plan (CIP) within budget and as scheduled.
3. Prepare an annual 5-year CIP and coordinate its review and approval by the City Manager, Mayor, and City Council.
4. Regularly test the City's water supply to ensure compliance with all local, state, and federal water quality assurance standards.
5. Assure reliability of all water production facilities through a proactive program of ongoing maintenance and replacement.
6. Prepare and submit mandated county, state, and federal water quality reports.
7. Acknowledge all citizen inquiries within one business day and strive for a resolution or response within 72 hours.

### **WORK PLAN FOR 2020-21**

1. Complete the drilling phase of Water Well 28 as part of the on-going groundwater development program and develop a pocket park that highlights Orange's history and enhances the Old Towne Plaza area by June 2021. [1b, 3a]
2. Complete the Supervisory Control and Data Acquisition system to current water standards to provide for a more advanced automatic telemetry system by June 2021. [2a, 2d]
3. Prioritize, design, and construct approximately two miles of pipe per year, to replace high maintenance pipe and enhance the reliability of the water system by June 2021. [1b]
4. Design Water Well 29 as part of the on-going groundwater development program through June 2021. [1b, 3a]
5. Turn off water production equipment during peak time of use to save on electricity costs by June 2021. [1b]
6. Conduct Risk and Resilience Assessment of the water system and an develop Emergency Response Plan per the American Water Infrastructure Act by June 2021. [1b, 4b]
7. Update and distribute the annual water quality Consumer Confidence Report by June 2021. [1b, 4b]
8. Conduct or contract for the collection and analysis of all required water quality testing per the State Water Resources Control Board regulations by June 2021. [1b, 4b]
9. Keep and maintain comprehensive records of all water production for wells, imported water connections, pump stations, interties, and flow control facilities through June 2021. [1b, 4b]

10. Continue to develop water conservation programs with the Municipal Water District of Orange County and promote water conservation through city publicity mediums by June 2021. [3e]
11. Continue to monitor and perform rehabilitation to water production wells and to ensure their availability during peak demand periods by June 2021. [1b]
12. Evaluate well head treatment options with the Orange County Water District regional program to clean up the groundwater basin by June 2021. [1b]

## **PUBLIC WORKS | Water Distribution**

### **PROGRAM DESCRIPTION**

This program maintains, repairs, and replaces all facilities dedicated to the safe delivery of potable water to the residents, visitors, and businesses of the City including pipelines, valves, fire hydrants, pump stations, and storage tanks and provides for the reading, maintenance, and replacement of all meters in the system.

### **SERVICE OBJECTIVES**

1. Ensure the reliable and timely delivery of potable water to the community for all purposes through a proactive distribution system maintenance program.
2. Acknowledge all citizen inquiries within one business day and strive for resolution or response within 72 hours.
3. Ensure the satisfactory performance of all meters, valves, and fire hydrants.

### **WORK PLAN FOR 2020-21**

1. Replace 1,800 small meters per year as part of the 15-year small meter replacement program by June 2021. [1b]
2. Test and calibrate large meters that are 3" and above as part of a three-year program through June 2021. [1b]
3. Retrofit meters to radio-read at specific locations and maintain all network data collectors as part of the Advance Metering Infrastructure system by June 2021. [1b]
4. Conduct daily security and technical inspections to all water facilities through June 2021. [1b]
5. Conduct annual fire hydrant flushing and flow tests, including data collection for GIS and asset management by June 2021. [1b]
6. Recoat and repaint 1,100 fire hydrants by June 2021. [1b]
7. Proactively replace or renew water service line laterals before street renovation projects by June 2021. [1b]
8. Perform annual maintenance of automatic control valves at various water facilities such as wells, pump stations, and pressure reducing stations by June 2021. [1b]
9. Exercise and lubricate all plug valves in the distribution system by June 2021. [1b]
10. Perform annual inspection and repair of the corrosion protection systems for steel water tanks by June 2021. [1b]
11. Install a National Pollution Discharge Elimination System cover for material storage bins by June 2021. [1b]

## COMMUNITY DEVELOPMENT

### MISSION

To guide the development and preservation of a livable, safe, and sustainable Orange.

### DEPARTMENT GOALS

1. Provide development assistance to businesses and residents by meeting stakeholder expectations in an atmosphere that balances City Code requirements and customer goals.
2. Achieve high levels of customer service and efficient, coordinated development review to improve the manner in which services are provided.
3. Maintain the quality of life in neighborhoods and desirability of commercial and industrial areas by ensuring that physical property conditions convey a safe, orderly, and positive image of the community.
4. Pursue achievement of the General Plan Community Vision Statement by guiding physical change in the city through analysis and recommendations to the City Council, Planning Commission, other appointed bodies, the development community, and citizens on land planning and development issues.
5. Support stewardship and protection of the city's historic resources by providing clear policies and procedures, incentives, and public information that guide property maintenance and alterations.
6. Protect the health and safety of the community through plan check and inspection of new and remodeled structures that ensures compliance with governmental regulations.
7. Support economic development and property investment by establishing and tracking performance measures for development review, plan check, inspections, and code compliance to be recognized as a department for efficient and timely permit and application processing.
8. Support public services, access to affordable housing, and infrastructure improvements that benefit Low and Moderate Income residents through the Community Development Block Grant (CDBG) Program and HOME Investment Partnerships Program.
9. Ensure that long-range planning documents are in alignment with community expectations for a high quality built and natural environment supported by community amenities that respect the city's heritage and accommodate future growth.

### ACCOMPLISHMENTS FOR 2019-2020

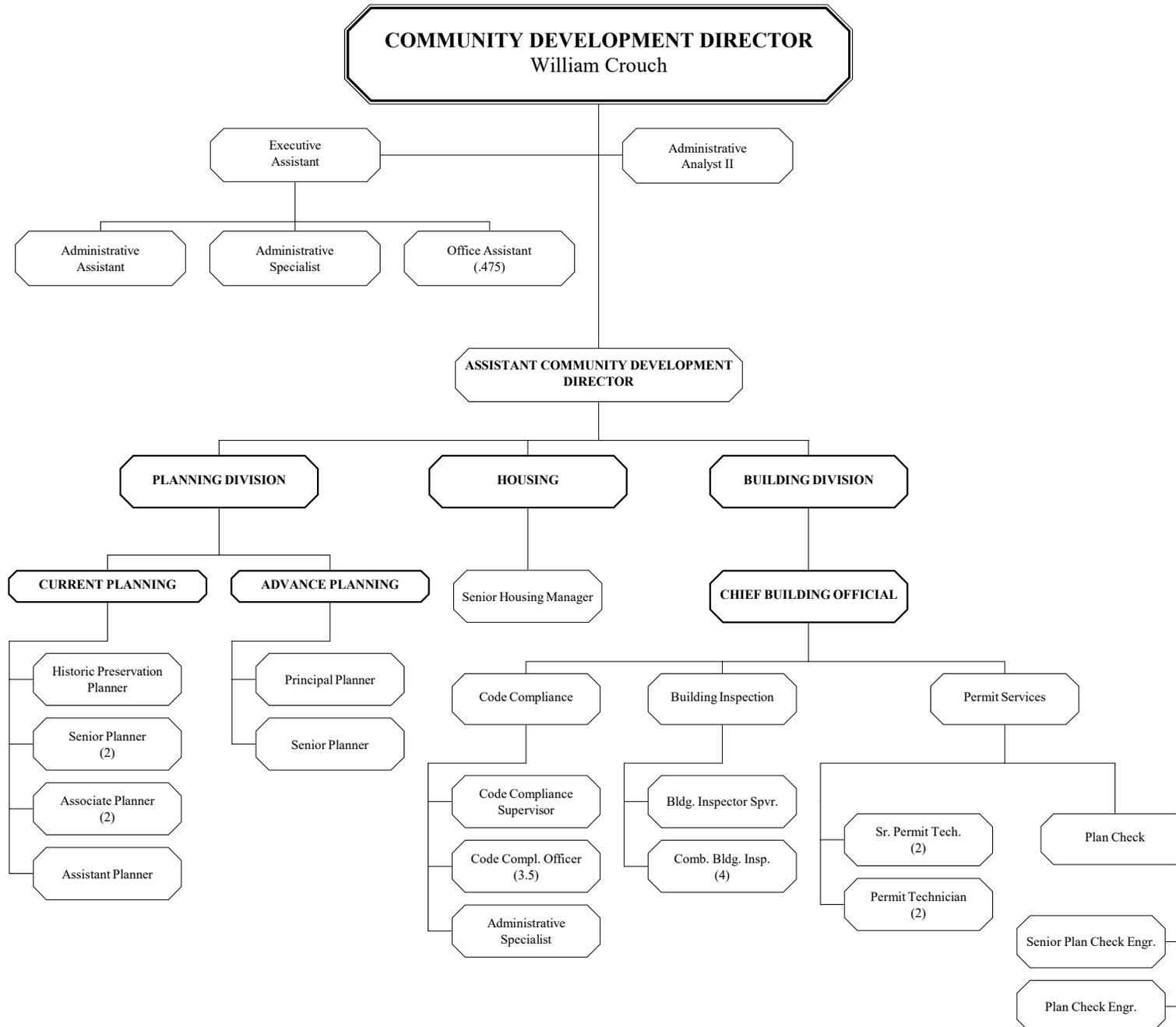
1. Communicated regularly with economic development staff about property inquiries and application submittals and collaborated in meetings involving key projects and properties. Representative examples include Rod's Liquor, MS International, The Village at Orange, Philz Coffee, and the Home State and Stubrick's and Break of Dawn restaurants.
2. Participated in multiple webinars offered by the American Planning Association and California Preservation Foundation that enabled staff to be trained on key housing and environmental legislation.
3. Initiated research with other cities that have experienced catastrophic events to obtain information or sample procedures for conducting planning-related project review in a streamline manner that supports property owner recovery and is consistent with standard disaster relief requirements.
4. Developed and launched an interactive SMART Target to make contact information and resources available to developers about requirements for new development and make the application review process easier to understand. Completed a Land Use Application to reflect current submittal requirements and information needs and provide a more user-friendly application format.

5. Initiated, and made notable progress on a comprehensive effort to re-index scanned LaserFiche records to improve the searchability of archived records and document cross-referencing.
6. Completed two Mills Act cycles and expanded Mills Act program to include Eichler Historic Districts. Updated website to identify submittal deadlines for the two contract cycles, as well as provided refreshed program information.
7. Launched a web-based story map and walking tour of the Plaza Historic District that featured interpretive information and historic photos and initiated development of a walking tour of the Cypress Barrio neighborhood.
8. Collaborated with the Public Works Department and other Orange County cities on the development a Traffic Impact Analysis (TIA) guidelines that address state mandated Vehicle Miles Traveled (VMT) analysis.
9. Completed drafts of both a sign code amendment and parking code amendment.
10. Provided environmental compliance and support for a variety of CIP projects including the Tustin/Chapman and Tustin/Meats intersection improvements, radar feedback and pedestrian crossing improvements, Water Well 28, Water Well 29, Fire Station 1, Fire Station 2 projects, and Glassell/Palmyra, Chapman/Batavia, Chapman/Feldner, and Chapman/Flower signal improvement projects.
11. Received the California Preservation Foundation's "Preservation Design Award for Outstanding Achievement in the Field of Historic Preservation" and Docomomo U.S. Modernism in America's "Survey Award of Excellence" for the Eichler Historic Districts and Design Standards.
12. Performed a comprehensive address review for the Census Bureau and provided support for Census outreach to the community.
13. As part of our continued program of educating the community about the Community Development Department and Code Enforcement, partnered with Community Services in Treats in the Streets and the Tree Lighting Ceremony and conducted a children's outreach program at the Youth Centers of Orange.
14. Prepared and submitted the FY 2019-2020 Annual Action Plan and the FY 2018-2019 Consolidated Annual Performance and Evaluation Report for the Community Development Block Grant (CDBG) and HOME Investment Partnerships (HOME) programs to the U.S. Department of Housing and Urban Development (HUD). Administered and provided technical guidance to the FY 2019-2020 CDBG subrecipients. Held public workshops and public meetings before the CDBG program advisory committee to inform the public about the annual allocation process for the CDBG and HOME funds and collect public comments on community needs. Streamlined the CDBG grant application process for the applicants by introducing online grant application form with e-signatures.
15. Developed and implemented new procedures and revised protocols for permit issuance, plan review, and inspections under COVID-19 restrictions, including, but not limited to, virtual inspections of residential properties, use of electronic plan check, and development of electronic forms.
16. Worked with and educated local businesses on safe operations during COVID-19 and provided information related to State and County restrictions.
17. Worked with Building Industry Association (BIA) to develop safe operations to allow for construction to continue on large scale development projects, including new needed apartment buildings.
18. Coordinated with Building Departments in Orange, Los Angeles, and inland communities to ensure essential construction projects progressed safely.
19. Communicated regularly with International Code Council related to safe operations for Building Divisions.
20. Operated planning section in the Emergency Operations Center (EOC) and provided Incident Action Plan (IAP) development and publication.
21. Took in eight land use applications during COVID-19 "closed counter" operational period and continued to conduct inter-departmental SMART project review remotely for approximately 30 projects including the OHDC City corporation yard affordable housing, Mabury Ranch Tentative Tract Map, Grove

Residential Specific Plan, Plaza Park Memory Care, Orange Plaza Inn, Prologis industrial warehouse redevelopment, Ostraka Charter School, and First Presbyterian Church of Orange Tentative Parcel Map projects.

22. Answered approximately 420 Planning inquiries over the phone during COVID-19 "closed counter" operational period.

# COMMUNITY DEVELOPMENT



## COMMUNITY DEVELOPMENT

### SCHEDULE OF POSITIONS

	APPROVED 2018-19	APPROVED 2019-20	BUDGET 2020-21
<b>Regular Full-Time:</b>			
Administrative Analyst II	1.000	1.000	1.000
Administrative Assistant	1.000	1.000	1.000
Administrative Specialist	2.000	2.000	2.000
Assistant Community Development Director	1.000	1.000	1.000
Assistant Planner	2.000	1.000	1.000
Associate Planner	2.000	2.000	2.000
Building Inspector Supervisor	1.000	1.000	1.000
Chief Building Official	1.000	1.000	1.000
Code Compliance Officer	4.000	3.000	3.000
Code Compliance Supervisor	1.000	1.000	1.000
Combination Building Inspector	4.000	4.000	4.000
Community Development Director	1.000	1.000	1.000
Executive Assistant	1.000	1.000	1.000
Historic Preservation Planner	1.000	1.000	1.000
Permit Technician	2.000	2.000	2.000
Plan Check Engineer	1.000	1.000	1.000
Principal Planner	2.000	1.000	1.000
Senior Housing Manager	1.000	1.000	1.000
Senior Permit Technician	2.000	2.000	2.000
Senior Plan Check Engineer	1.000	1.000	1.000
Senior Planner	3.000	3.000	3.000
<i>Regular Full-Time Sub-Total</i>	35.000	32.000	32.000
<b>Regular Part-Time (FTE):</b>			
Code Compliance Officer	0.500	0.500	0.500
<i>Regular Part-Time Sub-Total</i>	0.500	0.500	0.500
<b>Part-Time/Non-Benefitted (FTE):</b>			
Office Assistant	0.475	0.475	0.475
<i>PT/Non-Benefitted Sub-Total</i>	0.475	0.475	0.475
<b>Total Community Development</b>	<b>35.975</b>	<b>32.975</b>	<b>32.975</b>

## COMMUNITY DEVELOPMENT DEPARTMENT

### Financial Summary

<u>DEPARTMENT BUDGET SUMMARY:</u>	<u>Actual 2017-18</u>	<u>Actual 2018-19</u>	<u>Estimate 2019-20</u>	<u>Budget 2020-21</u>
Salaries & Benefits	4,034,844	4,232,295	4,543,407	4,869,105
Maintenance & Operations*	1,276,768	996,992	779,247	573,432
Capital Outlay	-	26,125	12,187	-
<b>Total Operating Budget*</b>	<u>5,311,612</u>	<u>5,255,412</u>	<u>5,334,842</u>	<u>5,442,537</u>
Capital Improvements*	<u>644,998</u>	<u>845,806</u>	<u>620,977</u>	<u>1,196,014</u>
<b>Total Department*</b>	<u><u>5,956,610</u></u>	<u><u>6,101,218</u></u>	<u><u>5,955,819</u></u>	<u><u>6,638,551</u></u>

#### DEPARTMENT PROGRAMS:

6001	Administration	752,738	1,385,795	1,548,778	1,476,523
6011	Advance Planning	326,628	254,601	296,576	304,220
6021	Current Planning	1,082,649	1,002,346	995,411	1,066,171
6031	Building Inspection	824,544	621,890	672,862	654,983
6032	Code Enforcement	635,643	568,814	490,158	574,907
6033	Plan Check Administration	200	234	262	397
6034	Permit Services	923,020	797,029	833,478	900,041
9640	CDBG Administration*	221,776	214,064	209,959	240,000
9645	CDBG Public Service Grants/Projects*	879,561	1,128,119	872,385	960,059
9660	Federal HOME Program*	<u>309,851</u>	<u>128,326</u>	<u>35,949</u>	<u>461,249</u>
	<b>Total Department*</b>	<u><u>5,956,610</u></u>	<u><u>6,101,218</u></u>	<u><u>5,955,819</u></u>	<u><u>6,638,551</u></u>

\* As a result of the elimination of the Orange RDA, the Economic Development Department has been dissolved and portions of that activity have been realigned to the Community Development Department. As such, this financial summary reflects past fiscal activity for the Economic Development Department, which includes Redevelopment revenues/appropriations.

## COMMUNITY DEVELOPMENT DEPARTMENT

### Financial Summary

<b><u>DEPARTMENT FUNDING SOURCES:</u></b>		<b>Actual 2017-18</b>	<b>Actual 2018-19</b>	<b>Estimate 2019-20</b>	<b>Budget 2020-21</b>
100	General Fund	4,266,771	4,512,774	4,614,309	4,776,802
110	Building Records Management	51,932	58,891	149,136	109,757
140	CASp Fund	-	-	12,458.31	30,000
310	Comm. Development Block Grant*	1,289,412	1,342,183	1,082,262	1,200,059
317	H O M E Federal Grant Fund*	163,028	128,326	36,031	461,249
550	Reimbursable Capital Projects	(39,558)	-	-	-
921	Loan Receivables	53,862	59,044	61,623	60,684
940	Orange Merged Capital Projects	-	-	-	-
<b>Total Funding*</b>		<b><u>5,785,447</u></b>	<b><u>6,101,218</u></b>	<b><u>5,955,819</u></b>	<b><u>6,638,551</u></b>

\* As a result of the elimination of the Orange RDA, the Economic Development Department has been dissolved and portions of that activity have been realigned to the Community Development Department. As such, this financial summary reflects past fiscal activity for the Economic Development Department, which includes Redevelopment revenues/appropriations.

## COMMUNITY DEVELOPMENT | Administration

### PROGRAM DESCRIPTION

Administration provides the needed coordination between divisions, other departments, the City Manager and the City Council, and provides the payroll, personnel, purchasing, and policy management for the Department.

### SERVICE OBJECTIVES

1. Attend/conduct weekly meetings to coordinate activities of divisions within the Department and activities with other departments.
2. Maintain ongoing communication as needed with the City Council and community on development issues.
3. Maintain payroll, personnel, and budget records for the Department in a timely manner.
4. Provide courteous, timely, and helpful service to users of the Department.
5. Maintain or enhance regular communication between Community Development staff and other development-related departments.
6. Conduct department meetings to keep all employees updated on administrative changes, projects/activities, and other issues.
7. Ensure that all staff receive training and stay current with changes in the development industry.

### WORK PLAN FOR 2020-21

1. Continue to evaluate and implement methods to simplify the development review process through June 2021. [2e]
2. Utilize cost-effective training opportunities through coordination with local professional organizations and webinars that address pertinent topics of interest that will advance staff's understanding of job parameters through June 2021. [4e]
3. Brief the City Council and Planning Commission on upcoming planning and development issues on an ongoing basis through June 2021. [4a]
4. Track activity levels regarding development projects and workload demands on an ongoing basis and analyze creative solutions to staffing constraints through June 2021. [4a]
5. Closely monitor revenues and expenditures throughout the Community Development Department's budget in order to effectively ensure that trends are recognized and addressed through June 2021. [2e]
6. Evaluate and implement technology solutions to improve the customer experience and employee productivity through June 2021. [4c]
7. Implement an employee recognition program to support positive staff morale through June 2021. [4d, 4e]
8. Continue development of a natural disaster response plan to accommodate streamlined review of building repair and reconstruction in the instance of a catastrophic event with a particular focus on the management of compromised historic structures through June 2021. [5b]
9. Remodel the Community Development and Public Work's front counter by providing more work space behind the counter and install new work stations for better file storage and setup by June 2021. [4b]
10. Make significant progress in the scanning of large scale plans and re-indexing of scanned Laserfiche records to improve searchability of archived files and document cross-referencing through June 2021. [4c]

## COMMUNITY DEVELOPMENT | Advance Planning

### PROGRAM DESCRIPTION

Advance Planning provides comprehensive, long-range land use, environmental, and policy planning to the City of Orange consistent with the City's quality of life objectives including maintaining and implementing the General Plan, facilitating inter-agency coordination, coordinating annexations, reviewing proposed legislation, and ensuring compliance with legislative mandates. This program provides expert environmental review guidance to the City, focusing on environmental legal compliance for capital improvement projects and review of environmental documents referred to the City from other public agencies. To provide informational and analytical land use, environmental and demographic information to the public, and city staff in order to facilitate an ongoing understanding of the community, as well as the physical conditions affecting growth and change in Orange.

### SERVICE OBJECTIVES

1. Maintain and implement the City's General Plan as a long-term visionary document to guide City decision-making that benefits residents and businesses while improving the quality of life in Orange.
2. Develop and revise City standards, guidelines, and public education materials related to land use and environmental conditions so that policies and practices are relevant, legally adequate, and internally consistent. Ensure that they are aligned with the City's long-term quality of life and economic development objectives for guiding positive changes to the physical environment and keeping citizens and businesses informed.
3. Maintain the City's General Plan and Zoning Ordinance to ensure compliance with changes in State Law.
4. Coordinate demographic, statistical, and environmental information and data relating to the city and making this information available in a user-friendly manner for informational and analytical purposes.
5. Coordinate environmental review for all City capital improvement projects, working to provide adequate legal protection to the City and minimize adverse environmental effects on the community while meeting City project objectives and timelines.
6. Develop and revise public education materials related to land use, environmental conditions, and demographics in order to inform citizens and businesses.

### WORK PLAN FOR 2020-21

1. Make substantial progress on the state mandated update to the General Plan Housing Element to address recent state housing policy and updated Regional Housing Needs Allocation (RHNA) figures including preparation of an environmental document in compliance with the California Environmental Quality Act (CEQA) through June 2021. [3c]
2. Make substantial progress on SB2 Grant funded projects intended to facilitate and streamline housing development by preparing a specific plan for North Tustin Street, a small lot subdivision ordinance, and transfer of development rights ordinance through June 2021. [2e, 3c]
3. Continue focused amendments to streamline the Zoning Ordinance related to development standards and review processes, landscape requirements, sound wall height, and refinement of the land use matrix in order to make the code a more user-friendly and effective document through June 2021. [2d]
4. Continue phased processing of General Plan/Zoning Map amendments to reconcile inconsistencies as required by state law with a focus on public property developed with parks, open space, and institutional uses through June 2021. [2d]

5. Ensure completion of environmental review/compliance for various Capital Improvement Plan (CIP) projects including fire stations, water wells, parks, and street infrastructure projects through June 2021. [2d]
6. Monitor changes in state planning and housing law in order to determine if amendments are needed to the City's General Plan or Zoning Ordinance through June 2021. [3c]

## COMMUNITY DEVELOPMENT | Current Planning

### PROGRAM DESCRIPTION

Current Planning facilitates property reinvestment and development consistent with the City's economic development and quality of life objectives by coordinating the development review process and providing stewardship to the city's historic districts. This program implements the City's General Plan by administering the Zoning Ordinance and all development and design related documents which contribute to a livable community and a high quality built environment. This program also includes the Planning Commission and Design Review Committee. The Planning Commission reviews and evaluates individual development proposals for conformance with City-adopted codes, ordinances, and the General Plan. The Design Review Committee (DRC) is an advisory committee to the City Council and Planning Commission on architectural and landscape matters. The DRC evaluates projects in Old Towne and major projects citywide for conformance with city design standards. Current Planning provides staff support to both bodies.

### SERVICE OBJECTIVES

1. Enhance the Department's high level of customer service by approaching each question or case in a solution-oriented manner with emphasis on the customers' development goals and ensuring that handouts and public information materials are clear, user-friendly, and easily accessible both at the public counter and on the City's website.
2. Respond in a timely and solution-oriented manner to Orange residents, businesses, developers, other agencies, city departments, and other members of the public through phone calls, written requests, emails, and the approximately 5,000 personal interactions at the front counter. Specifically:
  - a. Review initial and subsequent application submittals within the State mandated 30-day review period and advise applicants with written project status.
  - b. Return all phone calls within two business days.
  - c. Conduct final planning inspections within two business days of request.
  - d. Complete Zoning Verification Letters within ten business days of receipt.
  - e. Complete Public Records Requests within ten calendar days of receipt.
3. Provide pre-application assistance in coordination with staff from other departments involved in development review and Economic Development staff in order to facilitate new business and property reinvestment.
4. Guide applicants through the City's development review process and project manage City review of development projects with other City departments for compatibility with regulatory documents through the weekly Streamlined Multi-Disciplinary Accelerated Review Team (SMART) project review meetings.
5. Balance the application of the provisions of the Zoning Code and other adopted documents with customer development goals and City expectations.
6. Conduct approximately 40 Planning Commission and DRC meetings annually and provide staff to additional City Council and Zoning Administrator meetings as needed to review, rule, or make recommendations on land use proposals and development projects to ensure that new developments are well planned, well designed, and consistent with good planning principles.
7. Process Mills Act contracts and perform at least 40 required annual inspections on existing Mills Act contracts.
8. Provide necessary support to the Planning Commission recommendations to the City Council on the adoption and maintenance of the City's General Plan, Zoning Ordinance, and designated discretionary development projects involving land use.
9. Hold study sessions with the Planning Commission and DRC as needed to review and develop policies addressing land use issues of special significance to the City.

10. Ensure projects in the Old Towne and Eichler Historic Districts are in conformance with the Secretary of Interior Standards for the Treatment of Historic Properties and applicable design standards.
11. Provide support to other city departments regarding land use matters and Code interpretations involving business licenses, capital projects, and private property matters.
12. Maintain easily accessible records related to property-specific entitlement history and land use activity to better serve the public and support real estate transactions and economic development activity.

#### **WORK PLAN FOR 2020-21**

1. Serve approximately 5,000 customers at the front counter and guide the applicants of the expected 100 projects through the City's development review process to provide timely and accurate entitlement case processing through June 2021. [4b]
2. Continue to streamline and improve the public's understanding of the development review process through better use of technology including making the Land Use Application a fillable form and developing informational handouts that address recent code updates for easy online access through June 2021. [4b]
3. Continue to improve access to property information by improved cross-referencing between archived paper records and the City's permit tracking and LaserFiche systems, and integration of property records into the City's GIS program through June 2021. [2e, 4b]
4. Implement two Mills Act contract cycles per year through June 2021. [5b]
5. Continue conducting state-required periodic inspections of participating Mills Act properties for conformance with contract-listed improvements through June 2021. [5b]
6. Provide dedicated staff to support and facilitate Chapman University development projects with a particular focus on the university's specific plan and neighborhood engagement efforts through June 2021. [5b]
7. Develop self-guided walking tour materials for the Cypress Barrio in a printed and/or web-based format through June 2021. [5a]

## COMMUNITY DEVELOPMENT | Building Inspection

### PROGRAM DESCRIPTION

The Building Inspection program provides services that assist the community in their building and development projects. Professional, trained staff perform field inspections at various phases during construction. These inspections are conducted in order to verify that the construction work is in conformance with City building codes and the plans approved in plan check. Additionally, inspection staff work closely with other City agencies to provide guidance and coordinate the building process. Inspection staff maintain office hours both in the morning and the afternoon to answer questions and update Building Division records.

### SERVICE OBJECTIVES

1. Strive to provide inspection services for all inspection requests within one, but no more than three business days.
2. Maintain early morning and late afternoon office hours to serve our customers.
3. Ensure a coordinated and comprehensive inspection process by working closely with other inspection agencies during the building process.
4. Provide professional and courteous service to all of our customers.
5. Develop knowledge of the latest code updates and new materials through the International Code Council (ICC) and the National Fire Protection Association (NFPA) code seminars and professional organizations in order to provide technically accurate service.
6. Efficiently maintain accurate inspection records through the use of the City's Trakit database system.

### WORK PLAN FOR 2020-21

1. Complete approximately 25,000 inspection stops: 12,500 by December 2020 and another 12,500 by June 2021. [4b]
2. Develop knowledge of 2019 California Building Codes through obtainment of new Code books and attending training provided by in-house, California Building Officials (CALBO), and ICC through June 2021. [4e]
3. Expand accessibility training opportunities to inspectors with the goal of additional Certified Access Specialist (CAsp) personnel through June 2021. [1d]
4. Participate in the Local Implementation Plan (LIP) of the National Pollution Discharge Elimination System (NPDES) by conducting required compliance inspections of construction projects through June 2021. [1b]
5. Provide a comprehensive and comparative building inspection activity report to the City Manager by August 2019 with an update by February 2021. [1a]
6. Enhance Disaster preparedness by reviewing and updating past policies and procedures through June 2021. [1a, 1c]

## COMMUNITY DEVELOPMENT | Code Compliance

### PROGRAM DESCRIPTION

The Code Compliance program provides enforcement of the City's Municipal Code as it relates to neighborhood and community issues including property maintenance violations, building code violations, non-conforming signage, sub-standard housing conditions, land use violations, and violations of the boardinghouse ordinance. Working closely with other agencies, the fundamental goal of the Code Compliance program is to seek compliance with the City's Code to achieve a safe, clean, and healthy living and working environment. Cases are generated through reported violations and officer surveys and self-initiated cases within their assigned areas in a proactive approach if necessary. Through a combination of research and field inspections, violations are documented and orders to comply are issued. The Code Compliance officer follows their casework upon receiving a complaint, conducting an investigation, and taking necessary measures to see that compliance is achieved.

### SERVICE OBJECTIVES

1. Continue to provide quality customer service.
2. Provide ongoing observation of areas with active enforcement efforts to preserve acceptable levels of compliance.
3. Seek voluntary compliance in 100% of all cases with assistance from the City Attorney's office.
4. Keep current with the latest methods and technology through continued education and association with professional organizations such as California Association of Code Enforcement Officers (CACEO) and International Code Council (ICC).

### WORK PLAN FOR 2020-21

1. Process approximately 2,000 Code Compliance cases: 1,000 by December 2020 and another 1,000 by June 2021. [4b]
2. Assist approximately 1,400 Code Compliance related visits to the front counter through June 2021. [4b]
3. Coordinate the special event permit application process, with emphasis on providing other City departments with needed information of special events held in the Old Towne area. Facilitate the issuance of permits, compliance with requirements, and communication with applicants by June 2021. [4b, 4d]
4. Review Code Compliance strategy to make best use of staffing resources including officer enforcement and an emphasis on blighted neighborhoods through June 2021. [2a, 4e, 5b]
5. Increase paperless operations by migrating case management solely onto TRAKiT to reduce workload redundancy by June 2021. [4c]
6. Explore alternative enforcement options with City Attorney's office to increase efficiency through June 2021. [1a]
7. Meet with Community groups such as Old Towne Preservation Association (OTPA) to develop effective strategies to help maintain historic resources by June 2021. [4a, 4b, 4c]
8. Provide a comprehensive and comparative Code Compliance activity report to the City Manager by August 2020 and an update of the report to the City Manager by February 2021. [4a]
9. Participate in city sponsored events through June 2021. [4b]

## COMMUNITY DEVELOPMENT | Permit Services

### PROGRAM DESCRIPTION

The Permit Services program answers and directs general inquiries, provides technical, permit and support functions at the public counter, and provides plan check services for all plans, computations, and other data filed by an applicant for a permit. All building improvement plans are received and coordinated through this program, including plans for Planning, Fire, and Police Departments. Permit Services provides plan review functions for simple projects, issues building permits for all approved construction projects, and coordinates the maintenance of all records in a digital archive system. The Plan Check function reviews all documentation to ensure compliance with all local and applicable state requirements and coordinates the plan check process with other regulatory agencies such as Fire, Police, Health, and Public Works in order to provide a comprehensive approval process.

### SERVICE OBJECTIVES

1. Provide prompt, efficient, and friendly customer service.
2. Process plan check applications and issue building-related permits while working closely with other agencies during the process.
3. Provide counter plan check services for simple, smaller projects such as patio covers and solar panels.
4. Prepare all construction-related documentation for digitizing.
5. Work with and maximize the utility of computerized permit tracking software.
6. Provide user-friendly handouts to assist customers through processes including the Building Division Procedures Manual.
7. Provide an initial plan check on 80% of all plans within three business weeks.
8. Keep current on the latest code updates and new materials through professional development seminars.
9. Participate in regular coordination meetings with Fire, Police, Public Works, and other regulatory agencies.
10. Coordinate multi-departmental simultaneous plan checks for all major projects.
11. Manage and administer all provisions of the City's Building Codes and perform Code interpretation duties of the Building Official.
12. Provide technical assistance for all customers including city projects.

### WORK PLAN FOR 2020-21

1. Process approximately 3,000 building permits: 1,500 by December 2020 and another 1,500 by June 2021. [4b]
2. Serve approximately 7,500 customers at the public counter: 4,000 by December 2020 and another 3,500 by June 2021. [4b]
3. Continue to utilize permit technicians to conduct at minimum 200 simple or smaller plan checks by June 2021. [4b]
4. Continue to implement digital plan and permit application submittal and review and work to enhance this process with new technology through June 2021. [4b]
5. Expand accessibility training opportunities to Permit Services staff with the goal of increasing the number of Certified Access Specialist (CAsp) personnel in the City through June 2021. [1d]

6. Develop knowledge of 2019 California Building Codes through training by attending in-house, California Building Officials (CALBO), and International Code Council (ICC) training through June 2021. [4e]
7. Provide a comprehensive and comparative Permit Services activity report to the City Manager by August 2020 with an update by February 2021. [4a]
8. Complete approximately 600 plan checks: 300 by December 2020 and another 300 plan checks by June 2021. Oversee the work of contract plan check consultants on an as-needed basis through June 2021. [4b]
9. Attend SMART meetings through June 2021. [4e]

## COMMUNITY DEVELOPMENT | Housing

### PROGRAM DESCRIPTION

The Housing Division is responsible for the management, administration, and oversight of all activities that receive Community Development Block Grant (CDBG) and HOME Investment Partnerships (HOME) funds. These financial resources enable the City to provide various public services, complete infrastructure improvements, and create and retain affordable housing for Low and Moderate Income residents.

### SERVICE OBJECTIVES

1. Administer the CDBG and HOME Programs and ensure compliance with Federal CDBG and HOME regulations.
2. Provide technical guidance to existing and potential CDBG subrecipients including nonprofit agencies and city departments.
3. Involve citizens in the development of the Annual Action Plan and allocation of CDBG and HOME funds.

### WORK PLAN FOR 2020-21

1. Complete and submit the Program Year 2019 Consolidated Annual Performance and Evaluation Report to the U.S. Department of Housing and Urban Development (HUD) by September 2020. [3e]
2. Provide administrative oversight of the Program Year 2020 CDBG Program and HOME Program through June 2021. [3e]
3. Solicit and review up to 10 to 15 funding requests from nonprofit agencies and city departments for the Program Year 2021 CDBG by January 2021. [3e]
4. Conduct three public meetings and two technical assistance trainings for the Program Year 2021 CDBG Program by May 2021. [4a]
5. Complete and submit the 2021 Action Plan to HUD by May 2021. [3e]
6. Monitor three HOME-funded affordable housing projects for compliance with the affordability agreement through June 2021. [3c]
7. Monitor three CDBG subrecipients for compliance with CDBG program regulations through June 2021. [3e]
8. Provide technical guidance to nonprofit entities and various City Departments to ensure program compliance through June 2021. [3e]



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## COMMUNITY SERVICES

### MISSION

To enhance the quality of life and a safe community by providing lifelong learning opportunities, leisure activities, and recreational experiences in well-maintained parks and facilities.

### DEPARTMENT GOALS

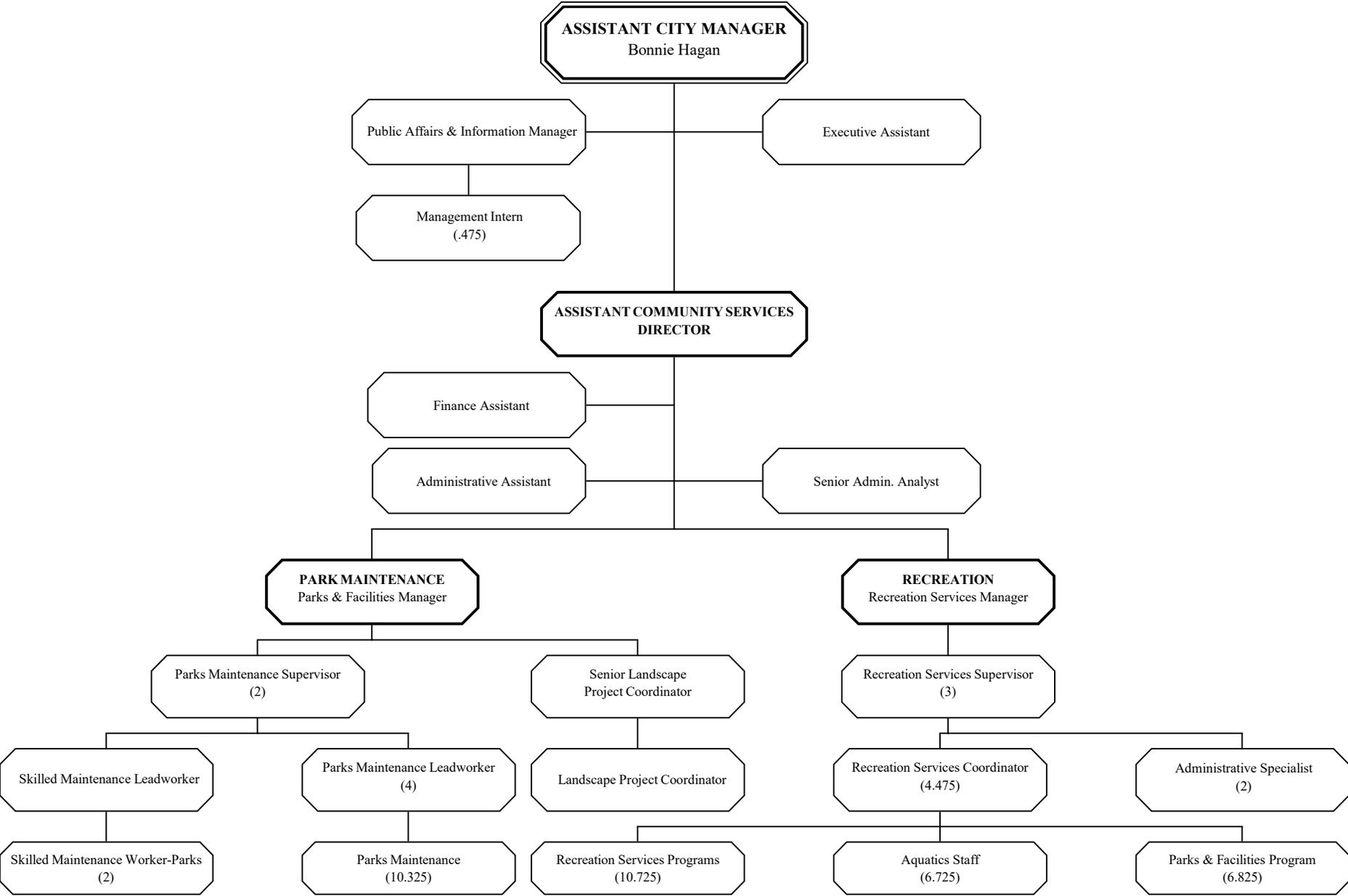
1. Maintain City parks, assets, and all public landscapes in accordance with standard horticultural and facility management practices and methods.
2. Maintain open space to meet active and passive park needs of all residents.
3. Provide for the design, construction, and oversight of new parks and facilities for the community.
4. Provide administrative and technical landscape support to the Public Works and Community Development Departments.
5. Provide quality recreation programs and services for the community.
6. Provide quality service to all persons requesting assistance.
7. Provide special event programs servicing the interest and enhancing the quality of life for our residents.
8. Collaborate with community organizations in the provision of social and human services programs to meet the needs of residents.
9. Provide the organization with leadership, technical assistance, and professional service.
10. Work to implement the goals and strategies as outlined in the City's Strategic Plan.
11. Continue to fulfill the expectations of the public through effectively managing limited resources.
12. Generate news releases, news stories, and public information pieces promoting the City's services, programs, and activities.
13. Manage and protect the City of Orange identity, including identification of the City's brand, use of logos, website, and graphic standards on letterhead for consistency of the City's message.
14. Work closely with all levels of City staff to gather information and data as required to craft the City's official narrative.
15. Work with the media to facilitate information requests and maintain the City's brand.
16. Administer the City's social media programs.
17. Oversee the content creation, design, printing, and distribution of the City's "Our Orange" publication.
18. Administer the City's Commercial Film Permit Process and operations.

### ACCOMPLISHMENTS FOR 2019-2020

1. Completed installation of Calsense Irrigation Control Systems in El Modena Basin, Killefer, Depot and Plaza Parks to achieve continued water conservation and efficiency.
2. Completed installation of tot lot shade sails at Grijalva Park, allowing for more use during hot weather.
3. Completed plan review and permit process with the County of Orange for the construction of the Cemetery Ridge Trail, a new trail segment connecting the equestrian crossing on Santiago Canyon Road to the County trails on top of the Villa Park Dam. Construction was completed by the Public Works Department.
4. Initiated bid document preparation for construction of the Del Rio pedestrian bridge located in the Del Rio Community Facility District.

5. Completed Senior Center facility improvements, including flooring replacement and ducting improvements, utilizing CDBG funding.
6. Completed roof replacements at El Modena, Killefer, Olive and Pitcher Parks.
7. Implemented an ongoing creek maintenance program to include removal of debris and clearing of vegetation in the Santiago Creek in order to improve visibility, eliminate concealment for encampments, and provide accessibility for security and maintenance purposes.
8. Raised over \$110,000 in community donations and sponsorships, a record high, in support of the citywide Department special events.
9. Successfully planned and executed the relocation of the annual 3rd of July Celebration at Grijalva Park due to the construction at Fred Kelly Stadium.
10. Incorporated lap swim into the schedule of programs offered at Hart Park Pool.
11. Hosted two successful anti-drowning events, the World's Largest Swim Lesson and Stop Drowning Now at Hart Park Pool.
12. Hosted a multi-county city brochure exchange to share ideas, procedures, and resources at the Sports Center at Grijalva Park in an effort to continually improve the Our Orange publication.
13. In partnership with Orange Elderly Services, through Orange County Transportation Authority funding, provided 12,198 one-way senior center, medical, nutrition, and personal care transportation trips.
14. Installed and implemented digital signage in the lobby of the Community Service Building more effectively promoting the City's special events, programs, and class offerings.
15. Attracted 13,000 Facebook followers to the City's page, an increase of 15% from last year. Posted over 1,000 separate stories on various topics.
16. Oversaw design and construction of the City's float featured in the May Parade, organized by the Chamber of Commerce.
17. Produced several videos on various City subjects to promote events, educate the public, and tell the City of Orange story. Videos were shown on YouTube, Facebook, and the City's website.
18. As part of the communications team for the City's districting efforts, provided updates to the public via social media, traditional media, and the City's website.

# COMMUNITY SERVICES



## COMMUNITY SERVICES

### SCHEDULE OF POSITIONS

	APPROVED 2018-19	APPROVED 2019-20	BUDGET 2020-21
<b>Regular Full-Time:</b>			
Administrative Assistant	1.000	1.000	1.000
Administrative Specialist	2.000	2.000	2.000
Assistant City Manager	0.000	1.000	1.000
Assistant Community Services Director	1.000	1.000	1.000
Community Services Director	1.000	0.000	0.000
Development Project Manager	1.000	0.000	0.000
Executive Assistant	1.000	1.000	1.000
Finance Assistant	1.000	1.000	1.000
Landscape Coordinator	1.000	1.000	1.000
Parks & Facilities Manager	1.000	1.000	1.000
Parks Maintenance Leadworker	4.000	4.000	4.000
Parks Maintenance Supervisor	2.000	2.000	2.000
Parks Maintenance Worker II	4.000	4.000	4.000
Public Affairs & Information Manager	1.000	1.000	1.000
Recreation Services Coordinator	4.000	4.000	4.000
Recreation Services Manager	1.000	1.000	1.000
Recreation Services Supervisor	3.000	3.000	3.000
Senior Administrative Analyst	1.000	1.000	1.000
Senior Landscape Coordinator	1.000	1.000	1.000
Skilled Maintenance Leadworker	1.000	1.000	1.000
Skilled Maintenance Worker - Parks	4.000	2.000	2.000
<i>Regular Full-Time Sub-Total</i>	<i>36.000</i>	<i>33.000</i>	<i>33.000</i>
<b>Regular Part-Time (FTE):</b>			
Assistant Recreation Services Coordinator	1.750	2.625	2.625
Parks & Facilities Attendant	1.500	1.500	1.500
Parks Maintenance Worker I	3.000	3.000	3.000
Recreation Services Activity Specialist	0.750	0.000	0.000
<i>Regular Part-Time Sub-Total</i>	<i>7.000</i>	<i>7.125</i>	<i>7.125</i>
<b>Part-Time/Non-Benefitted(FTE):</b>			
Assistant Pool Manager	0.725	0.725	0.725
Life Guard/Swim Instructor	5.000	5.000	5.000
Management Intern	0.475	0.475	0.475
Parks & Facilities Attendant	3.050	2.700	2.700

## COMMUNITY SERVICES (continued)

### SCHEDULE OF POSITIONS

	APPROVED 2018-19	APPROVED 2019-20	BUDGET 2020-21
<b>Part-Time/Non-Benefitted (continued):</b>			
Parks Maintenance Worker I	3.325	3.325	3.325
Pool Manager	0.375	0.375	0.375
Recreation Services Coordinator	0.475	0.475	0.475
Recreation Services Activity Specialist	2.375	2.375	2.375
Recreation Services Leader I	4.800	4.800	4.800
Recreation Services Leader II	3.050	3.050	3.050
Recreation Services Leader III	0.500	0.500	0.500
Swimming Attendant	0.625	0.625	0.625
<i>PT/Non-Benefitted(FTE) Sub-Total</i>	<i>24.775</i>	<i>24.425</i>	<i>24.425</i>
<b>Total Community Services</b>	<b>67.775</b>	<b>64.550</b>	<b>64.550</b>

## COMMUNITY SERVICES DEPARTMENT

### Financial Summary

<b><u>DEPARTMENT BUDGET SUMMARY:</u></b>	<b>Actual 2017-18</b>	<b>Actual 2018-19</b>	<b>Estimate 2019-20</b>	<b>Budget 2020-21</b>
Salaries & Benefits	4,753,690	4,759,578	4,918,229	5,328,448
Maintenance & Operations	5,034,099	5,031,278	4,664,284	5,227,541
Capital Outlay	-	4,744.85	-	4,800
<b>Total Operating Budget</b>	<b>9,787,789</b>	<b>9,795,601</b>	<b>9,582,513</b>	<b>10,560,788</b>
Capital Improvements	5,948,278	4,044,576	811,099	3,401,000
Debt Service	45,831	54,004	-	-
<b>Total Department</b>	<b>15,781,898</b>	<b>13,894,182</b>	<b>10,393,612</b>	<b>13,961,788</b>
<b><u>DEPARTMENT PROGRAMS:</u></b>				
7001 Community Services Administration	1,448,295	2,387,458	2,467,484	1,804,315
7003 Public Information	156,269	134,241	102,222	145,000
7011 Leisure Services	1,823,155	1,593,242	1,521,109	2,110,717
7012 Grijalva Gymnasium	41,028	715	-	-
7014 Athletics	325,882	312,569	245,775	451,149
7015 Special Events	171,698	172,608	71,936	100,525
7021 Park Planning, Acquisition & Development	5,864,077	3,934,486	812,435	2,901,000
7022 Park Maintenance	4,380,301	4,062,599	3,943,261	4,385,628
7024 Landscape Maintenance Districts	297,436	775,387	727,593	1,565,049
7026 Irvine 86-2 Landscape Maintenance	767,055	-	-	-
7041 Human Services	506,701	520,877	501,737	498,406
<b>Total Programs</b>	<b>15,781,898</b>	<b>13,894,182</b>	<b>10,393,552</b>	<b>13,961,788</b>

## COMMUNITY SERVICES DEPARTMENT

### Financial Summary

<b><u>DEPARTMENT FUNDING SOURCES:</u></b>		<b><u>Actual 2017-18</u></b>	<b><u>Actual 2018-19</u></b>	<b><u>Estimate 2019-20</u></b>	<b><u>Budget 2020-21</u></b>
100	General Fund	8,537,883	8,911,866	8,694,509	9,282,409
245	Air Pollution Reduction	17,074	445	8	-
263	Measure "M2" Traffic Imprvmnt.	57,892	168,551	146,784	204,300
291	Santiago Hills Landscape Maintenance District Fund	690,923	664,986	621,659	1,413,000
293	Sycamore Crossing Landscape Maintenance District Fund	39,572	44,757	35,879	47,015
294	Del Rio Landscape Maint District	47,193	65,644	70,056	105,033
500	Capital Projects Fund	1,356	18,145	-	-
510	Park Acquisition	368,573	3,980,411	722,389	2,106,000
511	Park Acquisition & Development	4,299	34,842	97,146	20,000.00
512	El Modena Park Facility	-	-	-	275,000
540	Old Towne Parking Facility	6,445	5,496	5,122	9,031
550	Reimbursable Capital Projects	12,314	-	-	500,000
551	County Park Grants	-	(960)	-	-
<b>Total Funding</b>		<b><u>9,783,523</u></b>	<b><u>13,894,182</u></b>	<b><u>10,393,552</u></b>	<b><u>13,961,788</u></b>

## COMMUNITY SERVICES | Administration

### PROGRAM DESCRIPTION

Administration manages the financial and logistical operations of the Community Services Department, which includes Park Maintenance, Recreation, Human Services, Landscape Maintenance (Public Right-Of-Ways and Assessment Districts), Recreational Trails, and Park Planning and Development.

### SERVICE OBJECTIVES

1. Facilitate public/private partnerships to collaborate with the City in order to provide in-kind and/or financial contributions for the support and development of department programs, services, and amenities.
2. Provide administrative and management support for all department employees, enabling them to provide quality service to the community.
3. Provide advice and support to the City Manager on matters relating to park maintenance and management, recreation, human services, park planning and development, and public information, along with revenue-generating programs.
4. Work closely with the Public Works Department, Community Development Department, City Manager's Office, and other departments on capital improvement, development projects, and operational issues that affect multiple departments.
5. Administer department grants and actively research new funding opportunities.
6. Develop, monitor, and evaluate the Department's annual budget.
7. Evaluate current staffing and resources to ensure that critical service areas are covered with the appropriate amount of staff at the appropriate level of the organization.

### WORK PLAN FOR 2020-2021

1. Continue to actively seek alternative funding mechanisms for projects, programs, and services through June 2021. [2b]
2. Work with community partners to identify opportunities for collaboration and alternative ways to offer programs and services to enhance city-funded efforts through June 2021. [2e]
3. Coordinate with other city departments to track statistics and results in an effort to ensure that city parks remain aesthetically pleasing and safe community resources for the public to enjoy through June 2021. [4b]
4. Explore ways in which technology can increase the efficiency and effectiveness of the Department through June 2021. [4c]
5. Monitor the receipt of developer fees for park improvements and strategically prioritize capital projects for maximum community benefit and public safety through June 2021. [2d]
6. Manage Community Services web pages on the City website, ensuring timely and accurate information to the public through June 2021. [4c]

## COMMUNITY SERVICES | Public Affairs and Information

### PROGRAM DESCRIPTION

Public Affairs and Information manages the media relations, public relations, marketing, and communications for the City, which includes the City's quarterly publication "Our Orange", social media outreach, interactions with the press and mass media, advertising, and commercial film permits.

### SERVICE OBJECTIVES

1. Act as the spokesperson for the City to the media.
2. Generate news releases, news stories, and public information pieces promoting the City's services, programs, and activities.
3. Manage and protect the City's identity, including identification of its brand, use of logos, website, graphic standards, and letterhead for consistency of its message.
4. Work closely with all levels of city staff to gather information and data as required to craft the City's official narrative.
5. Work with the media to facilitate information requests and maintain the City's brand.
6. Write articles, speeches, letters, and other content as required by City Council and top management.
7. Administer the City's social media programs.
8. Oversee the content creation, design, printing, and distribution of the City's "Our Orange" publication.
9. Oversee the City's Crisis Communication Plan.
10. Administer the City's Commercial Film Permit Process and operations.
11. Oversee marketing, advertising needs, and efforts to promote the City.
12. Monitor the media for coverage of City and respond when appropriate.

### WORK PLAN FOR 2020-2021

1. Expand the City's social media reach, including expanding to additional platforms where appropriate through June 2021. [4a]
2. Manage workflow for the City's social media platforms and assist other departments in their ongoing social media efforts with emphasis on promoting citywide programs, and to "tell our story" through June 2021. [4a]
3. Administer and edit four issues of Our Orange through June 2021. [4a]
4. Assist in the production of the City's Team Orange employee bi-monthly electronic newsletter through June 2021. [4c]
5. Partner with city departments to increase public awareness of good stewardship of city tax dollars through June 2021. [4d]
6. Assist in the procurement and production of the City's new website to ensure access to helpful and timely information to the public through June 2021. [4c]

## COMMUNITY SERVICES | Leisure Services

### PROGRAM DESCRIPTION

Leisure Services provides programs in the following areas: after-school recreation, summer day camps, youth excursions, and recreation classes for youth and adults. In addition, staff administers and monitors park and facility permits. Programs such as these are critical to the City's vibrant community and offer much-needed recreation options that are high-quality and safe.

### SERVICE OBJECTIVES

1. Monitor fall, winter, and spring quarters of after-school recreation sites under full-service contract with the Youth Centers of Orange, providing services for 300 children who participate in supervised sports, arts/crafts, tutoring, games, special events, and excursions with the use of CDBG funds.
2. Lead the development of the Community Services section of the "Our Orange" community activity brochure four times a year, promoting classes, events and facility use.
3. Operate three summer day camps and one Teens-4-Team Orange summer camp, and excursions for over 1,500 youth participants.
4. Maintain three 10-week recreation class sessions and one 14-week recreation class session of quality contract classes for over 4,200 participants.
5. Process over 1,800 permits and monitor over 15,000 bookings for park buildings, fields, picnic shelters and open space reservations utilized by the general public.

### WORK PLAN FOR 2020-2021

1. Evaluate current class offerings and identify new ones to ensure the needs of the community are met through June 2021. [4b]
2. Create tutorial material to assist customers with navigating through the CivicRec recreation software and easily register for online services by March 2021. [4b]
3. Continue to partner with the City's Gang Reduction Intervention Program and promote youth programs through June 2021. [3b]
4. Continue to enhance existing Teen Action Committee to include activities created and promoted by the teens through June 2021. [3e]
5. Plan and execute the relocation of Handy Day Camp due to the Handy Park Renovation project by June 2021. [3a, 3b]

## COMMUNITY SERVICES | Sports and Aquatics

### PROGRAM DESCRIPTION

Sports and Aquatics provide sports programming such as adult softball and adult basketball, youth sports programs, annual sports field allocation, permitting and monitoring of athletic fields, a 9-week City-staffed summer aquatics program, and a contract aquatics program in spring, summer, and fall.

### SERVICE OBJECTIVES

1. Provide four seasons of adult softball under full-service contract with Major League Softball for approximately 680 teams, in which approximately 10,930 adults participate.
2. Coordinate the use of city athletic fields by approved Orange community youth groups ensuring equitable distribution and a priority for resident recreation-based programs.
3. Process/manage approximately 200 athletic field permits from approved Orange community youth groups, youth/adult sports leagues, and the general public.
4. Provide a 9-week full-service summer aquatics program at Hart Park Pool, at which over 1,600 participants register for swimming lessons and 6,500 swimmers participate in Recreation Swim.
5. Partner with Orange Regional Competitive Aquatics (ORCA) to provide an 8-week summer, 8-week fall, and 8-week spring aquatics programs utilizing a local pool, serving over 400 participants for swimming lessons, youth swim team, and youth water polo.
6. Execute four seasons of an adult basketball league in which approximately 194 teams and 1,552 adults participate.
7. Provide indoor open gym pickleball and basketball play for 4,680 participants.
8. Work with local youth sports organizations on a bi-annual use calendar, according to sports season, for approved allocated use at City parks and facilities.

### WORK PLAN FOR 2020-2021

1. Evaluate options to contract the City adult basketball league by December 2020. [3b]
2. Research opportunities to offer a family friendly evening swim event by March 2021. [3b]
3. Research additional sports leagues and activities to use gym space at the Sports Center at Grijalva Park by December 2021. [3a]
4. In partnership with Stop Drowning Now and the Orange County Drowning Prevention Task Force, host an anti-drowning event at Hart Park pool by June 2021. [1c, 3e]

## COMMUNITY SERVICES | Special Events

### PROGRAM DESCRIPTION

Special Events provides for the coordination and implementation of the following citywide special events: Concerts in the Park, 3rd of July Celebration, Treats in the Streets Autumn Festival, Veterans Day Tribute, Tree Lighting Ceremony and Candlelight Choir Procession, Children's Holiday Breakfast, and other park dedications and events. These events have become a part of the hometown feel and culture of Orange, and help to unify the community by bringing together residents in a common celebration.

### SERVICE OBJECTIVES

1. Continue to provide six high-quality, citywide annual special events attended by over 46,500 participants.
2. Promote private and non-profit partnerships that bring together members of the community in support of citywide special events.

### WORK PLAN FOR 2020-2021

1. Identify new community partners who may be interested in assuming a larger role in the production of city special events in order to relieve the City's financial burden in both funding and staff resources for events by June 2021. [3e]
2. Achieve a sponsorship goal of raising \$110,000 for the 2020 Special Event Season by December 2020. [3e]
3. In partnership with the Orange County Healthcare Agency, develop procedures that the City's participating nonprofit organizations can follow so they are compliant with current health codes by June 2021. [3e]
4. Evaluate options to update the Treats in the Streets Old Towne merchant marketing décor by September 2020. [3e]
5. Research stage options for all City special events, considering cost, logistics, and safety by August 2020. [3e]

## COMMUNITY SERVICES | Park Planning, Acquisition, and Development

### PROGRAM DESCRIPTION

This program provides for the planning, acquisition, and development of parks, recreational facilities, and trail projects within the community.

### SERVICE OBJECTIVES

1. Provide quality parks, athletic fields, facilities, and open space for Orange residents.
2. Identify capital projects in the Capital Improvement Plan budget based on the Master Plan of Parks, Recreation and Facilities, the Open Space/Conservation Elements of the Orange General Plan that reference Park and Trails Development, and the Recreational Trails Master Plan.
3. Maintain and utilize department planning documents:
  - Master Plan of Parks, Recreation, and Facilities;
  - Open Space/Conservation Elements of the Orange General Plan that describe Park and Trails Development;
  - Recreational Trails Master Plan; and
  - Quimby Ordinance.
4. Identify grant-funding opportunities for viable park acquisition, development, and renovation of open space, parks, trails, facilities, and equipment.
5. Work with the community, local non-profits and partner agencies to manage, maintain and expand the City's trail network.

### WORK PLAN FOR 2020-2021

1. Complete installation of shade sails at El Camino Park over the tot lot by June 2021. [3a]
2. Complete design in preparation for initiation of construction for the Handy Park Maintenance Renovation by June 2021. [3a]
3. Initiate replacement of the tennis court sports lighting at El Camino Park, considering energy efficiency for cost savings and potential rebate programs by June 2021. [3a]
4. Initiate the phased maintenance renovation at El Modena Park focusing on irrigation improvements by June 2021. [3a]
5. Complete electrical panel replacement at Killefer Park and McPherson Athletic Center by December 2020. [3a]
6. Complete renovation of the highly used kitchen at Olive Park, with new appliances, flooring, countertops and refinished cabinets by June 2021. [3a]
7. Initiate design for the Park Monument and park Entry Sign Replacement project at Eisenhower, El Modena, El Modena Basin, La Veta, and Hart Parks by June 2021. [3a]
8. Continue to pursue in-fee ownership of the sections of Hart and Handy Park currently owned by CalTrans by June 2021. [3a]
9. Complete energy efficiency improvements at Hart Park, improving electricity usage by June 2021. [2a]
10. Complete installation of a separate irrigation controller, allowing electronic activation of the irrigation system for the two softball fields, at Steve Ambriz Memorial Park by June 2021. [3a]

11. Initiate evaluation of all restrooms at all City park facilities in order to develop a scope for renovation in subsequent years by June 2021. [3a]

## COMMUNITY SERVICES | Parks Maintenance

### PROGRAM DESCRIPTION

Parks Maintenance provides landscape and facility maintenance at parks and open space areas throughout the City. The Division also provides management and administration for landscape maintenance of City facilities, which include fire stations, libraries, Civic Center, Santa Fe Depot, Senior Center, recreation trails, freeway overpasses, medians, landscape easements, and rights-of-way.

### SERVICE OBJECTIVES

1. Maintain safe and functional park infrastructure to include picnic areas, tot lots, courts, athletic fields, park amenities, and equipment.
2. Provide and oversee general landscape maintenance services at all city parks and facilities.
3. Provide skilled maintenance services at all city parks.
4. Provide ongoing technical and maintenance training to Parks' maintenance employees.
5. Administer, evaluate, and modify current and future park maintenance contracts. Prepare bid documents for bidding contract maintenance services.
6. Provide landscape technical assistance, plan check services, and perform field inspections for all city and private development projects.
7. Conduct regular inspections of contract landscape maintenance services at city parks, city facilities, and rights-of-way with contractors in order to ensure compliance with maintenance specifications.
8. Provide administrative service for projects in parks, city facilities, and landscape assessment districts.
9. Operate clean, safe, and functional facilities for the community's needs.

### WORK PLAN FOR 2020-2021

1. Continue to improve administrative processes and practices for managing contract services, drafting bid documents, completing Agenda Reports and related documents, and tracking all agreements and bidding actions and documentation through June 2021. [2d]
2. Continue to learn and implement practices in parks and city facilities to refine irrigation programming and maximize water conservation by June 2021. [2d]
3. Continue implementation of the Tree Replacement Program to include integrating mobile technology to help efficiently manage the park tree inventory, using park-specific tree palettes, and refining the procedure for tree replacement through June 2021. [3a]
4. Continue efforts to manage impacts resulting from transient activity and abandoned property in park facilities through June 2021. [1a]
5. Manage the Park Security Program contract to ensure appropriate patrol coverage and make modifications as necessary for protection of City property and safety during closed park hours through June 2021. [1a]
6. Manage an ongoing maintenance of the Santiago Creek to ensure continued visibility, safety, and cleanliness by June 2021. [1a]
7. Continue to identify turf and other landscaped areas within the parks that are best opportunities for re-landscaping with drought tolerant plant material and low flow irrigation through June 2021. [2d]

## **COMMUNITY SERVICES | Del Rio Community Facilities District 06-1**

### **PROGRAM DESCRIPTION**

Del Rio Community Facilities District (CFD) provides contract administration and supervision for landscape maintenance services for the Del Rio Community Facilities District (CFD) 06-1.

### **SERVICE OBJECTIVES**

1. Provide landscape contract administration and supervision of maintenance services for the CFD in a cost-effective manner.
2. Respond to public concerns, research and resolve issues, follow through and complete maintenance requests in a timely manner.
3. Provide quality maintenance of landscapes, walkways, and other infrastructure and maintain expenditures within budgetary constraints.
4. Monitor irrigation systems and evaluate water management programs to reduce costs and conserve water.
5. Conduct regular walk-through inspections at the CFD with the landscape contractor for compliance with the maintenance specifications.
6. Manage a maintenance program for the concrete walks, fencing, and other amenities.
7. Maintain the bio-swales and water retention features in a manner that meets the design intent.

### **WORK PLAN FOR 2020-2021**

1. Continue to make repairs to existing landscape where plant material has died and slopes require erosion control through June 2021. [3a]
2. Provide landscape and other facilities maintenance to meet city standards that will maintain the efficacy of the bio-swales through June 2021. [3a]
3. Complete construction of a replacement pedestrian bridge by June 2021. [3a]

## **COMMUNITY SERVICES | Santiago Hills Landscape Maintenance District 86-2/15-1**

### **PROGRAM DESCRIPTION**

Santiago Hills Landscape Maintenance District provides contract administration and supervision for landscape maintenance services for the Santiago Hills Landscape Assessment District 86-2 and 15-1.

### **SERVICE OBJECTIVES**

1. Provide landscape contract administration and supervision of maintenance services for the Assessment District.
2. Respond to homeowner concerns, research and resolve issues, follow through and complete maintenance requests in a timely manner.
3. Continue with ongoing repair of existing irrigation systems of old or damaged components to ensure optimum system efficiency.
4. Ensure that the landscape contractor implements water saving measures through efficient use of the central irrigation management system.
5. Continue effective management of maintenance funds and adjust priorities as challenges or opportunities present themselves.
6. Ensure the landscape contractor is compliant with the maintenance specifications.
7. Assist the Public Works Department in the preparation of the annual reports for the Assessment District.

### **WORK PLAN FOR 2020-2021**

1. Continue to closely monitor overall landscape and tree maintenance in conjunction with community input received, focusing on replacement of plant material in existing landscape as needed through June 2021. [2d]
2. Work with the City's landscape contractor to continue to improve management of the Calsense Irrigation Control Systems and ensure efficient use of irrigation water by June 2021. [2d]
3. Continue to work with the Santiago Hills Community to address budget decisions, maintenance practices, and renovation plans focusing on environmental and financial sustainability by June 2021. [3a]
4. Continue to identify opportunities to improve overall maintenance and maintenance practices of the District through June 2021. [2d]
5. Continue with landscape renovations focusing on completion of Skylark Place between Canyon View Avenue and Presidio Way, median renovations along Canyon View Avenue, Skylark Place, and White Oak Ridge, and corner renovations at White Oak Ridge and Newport Boulevard through June 2021. [2d]

## **COMMUNITY SERVICES | Sycamore Crossing Landscape Maintenance District 94-1**

### **PROGRAM DESCRIPTION**

Sycamore Crossing Landscape Maintenance District provides contract administration and supervision for landscape maintenance services for the Sycamore Crossing Landscape Assessment District 94-1.

### **SERVICE OBJECTIVES**

1. Provide landscape contract administration and supervision of maintenance services for the Assessment District in a cost-effective manner.
2. Respond to homeowner concerns, research and resolve issues, follow through and complete maintenance requests in a timely manner.
3. Identify options and opportunities to reduce maintenance costs to maintain expenditures within budgetary constraints.
4. Monitor irrigation systems and evaluate water management programs to reduce costs and conserve water.
5. Conduct regular walk-through inspections at the Assessment District with the landscape contractor for compliance with the maintenance specifications.
6. Assist the Public Works Department in the preparation of annual reports for the Assessment District.

### **WORK PLAN FOR 2020-2021**

1. Continue to identify areas of opportunity for landscape renovations to move towards a drought tolerant landscape through June 2021. [2d]
2. Initiate small landscape repairs to improve areas that have declined over time by June 2021. [2d]

## **COMMUNITY SERVICES | Senior Services**

### **PROGRAM DESCRIPTION**

Senior Services provides for the support of the Orange Senior Citizens Center, Senior Services programs, and other related services. These programs are vital to the City's mission and help to strengthen the community as a whole. These services provide support to patrons who are in need and offer a facility to serve special populations.

### **SERVICE OBJECTIVES**

1. Support and monitor the activities of the Orange Senior Center, run and managed by Orange Elderly Services, Inc.
2. Collaborate with Orange Elderly Services to facilitate the senior transportation contract with Orange County Transit Authority (OCTA), which provides over 12,190 trips annually.

### **WORK PLAN FOR 2020-2021**

1. Provide continued assistance to the Orange Senior Center in the areas of facility maintenance, program and service delivery, and transportation services through June 2021. [3a]
2. Continue to support Senior Center's Orange Elderly Services transportation program, Go Orange, to provide senior transportation services consistent with funding availability through June 2021. [3d]



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## **NON-DEPARTMENTAL**

### **PROGRAM DESCRIPTION**

The Non-Departmental portion of the budget provides for a means to group specific expenditures that cross departmental boundaries and require special planning, implementation, or monitoring.

The Non-Departmental budget includes the following:

1. The City's portion of retirees' health insurance premiums.
2. Reimbursable salary expense for the International Street Fair and other community events.
3. Employee separation benefits.
4. Annual Animal Control Operations and new capital component contract with the County of Orange.
5. Citywide postage expense.
6. Performance payments to various commercial developments.

## NON DEPARTMENTAL

### Financial Summary

<b><u>DEPARTMENT BUDGET SUMMARY:</u></b>	<b><u>Actual 2017-18</u></b>	<b><u>Actual 2018-19</u></b>	<b><u>Estimate 2019-20</u></b>	<b><u>Budget 2020-21</u></b>
Salaries & Benefits	1,569,292	1,733,187	1,207,215	1,135,000
Maintenance & Operations	4,556,029	6,070,615	7,432,355	4,900,658
<b>Total Operating Budget</b>	<b><u>6,125,320</u></b>	<b><u>7,803,802</u></b>	<b><u>8,639,570</u></b>	<b><u>6,035,658</u></b>
Debt Service	-	-	-	947,783.33
<b>Total Department</b>	<b><u>6,125,320</u></b>	<b><u>7,803,802</u></b>	<b><u>8,639,570</u></b>	<b><u>6,983,441</u></b>
 <b><u>DEPARTMENT PROGRAMS:</u></b>				
0000 Non Departmental	6,125,320	7,803,802	8,639,569	6,983,441
<b>Total Department</b>	<b><u>6,125,320</u></b>	<b><u>7,803,802</u></b>	<b><u>8,639,569</u></b>	<b><u>6,983,441</u></b>
 <b><u>DEPARTMENT FUNDING SOURCES:</u></b>				
100 General Fund	2,048,851	1,983,265	1,143,883	1,087,482
115 Business Investment Fund	2,232,269	3,701,913	6,005,828	2,600,000
130 PEG Program	136,158	228,428	144,035	418,817
400 City Debt Service	-	-	-	947,783
500 Capital Projects	291,231	287,425	285,354	300,000
760 Employee Accrued Liability	1,416,812	1,602,771	1,060,471	1,629,359
<b>Total Funding</b>	<b><u>6,125,320</u></b>	<b><u>7,803,802</u></b>	<b><u>8,639,570</u></b>	<b><u>6,983,441</u></b>

## VACANCY SAVINGS

### Financial Summary

<b><u>DEPARTMENT BUDGET SUMMARY:</u></b>		<b><u>Actual 2017-18</u></b>	<b><u>Actual 2018-19</u></b>	<b><u>Estimate 2019-20</u></b>	<b><u>Budget 2020-21</u></b>
Salaries & Benefits		-	-	(1,800,000)	(1,800,000)
<b>Total Department</b>		<b>-</b>	<b>-</b>	<b>(1,800,000)</b>	<b>(1,800,000)</b>
<b><u>DEPARTMENT PROGRAMS:</u></b>					
9900	Non Departmental Vacancy Savings	-	-	(26,700)	(26,700)
9902	City Manager Vacancy Savings	-	-	(60,923)	(60,923)
9903	City Attorney Vacancy Savings	-	-	(7,271)	(7,271)
9904	City Clerk Vacancy Savings	-	-	(7,459)	(7,459)
9912	Finance Vacancy Savings	-	-	(85,231)	(85,231)
9914	Human Resources Vacancy Savings	-	-	(32,991)	(32,991)
9920	Library Vacancy Savings	-	-	(90,697)	(90,697)
9930	Fire Vacancy Savings	-	-	(331,233)	(331,233)
9940	Police Vacancy Savings	-	-	(787,845)	(787,845)
9950	Public Works Vacancy Savings	-	-	(95,274)	(95,274)
9960	Community Development Vacancy Savings	-	-	(88,660)	(88,660)
9970	Community Services Vacancy Savings	-	-	(181,166)	(181,166)
9998	Economic Development Vacancy Savings	-	-	(4,550)	(4,550)
<b>Total Programs</b>		<b>-</b>	<b>-</b>	<b>(1,800,000)</b>	<b>(1,800,000)</b>
<b><u>DEPARTMENT FUNDING SOURCES:</u></b>		<b><u>Actual 2017-18</u></b>	<b><u>Actual 2018-19</u></b>	<b><u>Estimate 2019-20</u></b>	<b><u>Budget 2020-21</u></b>
100	General Fund	0	0	(1,800,000)	(1,800,000)
<b>Total Funding</b>		<b>0</b>	<b>0</b>	<b>(1,800,000)</b>	<b>(1,800,000)</b>



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**NEW CAPITAL IMPROVEMENT FUNDING BY FUND**

<u>Fund</u>	<u>Project Number</u>	<u>Description</u>	<u>Amount Requested</u>	<u>Fund Total</u>
<b>Prop 172</b>				
120	20105	Auto Pulse Machine Replacement	<u>\$150,000</u>	
		<b>TOTAL Prop 172</b>		\$150,000
<b>Sanitation And Sewer</b>				
220	15509	Sewer Cleaning & Video	\$300,000	
220	19809	City Facility Improvements	\$16,000	
220	20285	Work Order Mgt Consulting (Maintstar)	\$100,000	
220	20430	Storm Drain Improvements	<u>\$500,000</u>	
		<b>TOTAL Sanitation And Sewer</b>		\$916,000
<b>Ab 2766 Air Pollution Reduction</b>				
245	19999	Motor Vehicle Replacements	<u>\$100,000</u>	
		<b>TOTAL Ab 2766 Air Pollution Reduction</b>		\$100,000
<b>Traffic Improvemnt -Measure M2</b>				
263	13115	Pavement Management Program Surv	\$70,000	
263	13120	Pavement Management Program	\$2,550,000	
263	16302	Minor Traffic Control Devices	\$50,000	
263	16304	Biennial Traffic Signal Coordination	\$95,000	
263	16469	Traffic Signal Equipment Painting	\$45,000	
263	20443	Orange Community Shuttle Feasibility	<u>\$15,000</u>	
		<b>TOTAL Traffic Improvemnt -Measure M2</b>		\$2,825,000
<b>Gas Tax 2105</b>				
272	13120	Pavement Management Program	\$450,000	
272	16305	Traffic Signal Controller Changeout	\$70,000	
272	20441	Citywide Sidewalk Assessment	<u>\$250,000</u>	
		<b>TOTAL Gas Tax 2105</b>		\$770,000
<b>Rmra Road Maint Rehabilitation Account</b>				
274	13120	Pavement Management Program	<u>\$2,685,193</u>	
		<b>TOTAL Rmra Road Maint Rehabilitation Account</b>		\$2,685,193
<b>Tsip B - West Orange</b>				
284	20458	Prospect & Spring Right Turn Lane Mo	<u>\$400,000</u>	
		<b>TOTAL Tsip B - West Orange</b>		\$400,000
<b>Tsip C - East Orange</b>				
285	20383	Cannon & Serrano Intersection Modific	<u>\$250,000</u>	
		<b>TOTAL Tsip C - East Orange</b>		\$250,000

**NEW CAPITAL IMPROVEMENT FUNDING BY FUND**

<u>Fund</u>	<u>Project Number</u>	<u>Description</u>	<u>Amount Requested</u>	<u>Fund Total</u>
<b>Transport. System Improvemt Authority</b>				
286	13115	Pavement Management Program Surv	<u>\$30,000</u>	
		<b>TOTAL Transport. System Improvemt Authority</b>		\$30,000
<b>Santiago Hls Landscp Maint 1986 &amp; 2015</b>				
291	20255	Santiago Hills LAD- General Renovatio	<u>\$500,000</u>	
		<b>TOTAL Santiago Hls Landscp Maint 1986 &amp; 2015</b>		\$500,000
<b>Community Development Block Grant</b>				
310	11328	ADA Improvements	\$104,059	
310	30135	Hoover Neighborhood Street Rehabilita	\$611,830	
310	30136	Restrooms Accessibility	<u>\$65,000</u>	
		<b>TOTAL Community Development Block Grant</b>		\$780,889
<b>Home</b>				
317	11210	Home CHDO Allocation	\$69,187	
317	11250	Home Developer Projects	<u>\$345,938</u>	
		<b>TOTAL Home</b>		\$415,125
<b>Asset Seizure- Federal</b>				
355	20335	Mobile Data Computers	<u>\$105,000</u>	
		<b>TOTAL Asset Seizure- Federal</b>		\$105,000
<b>Capital Projects</b>				
500	14997	Municipal Parking Lot Maintenance	\$20,000	
500	16302	Minor Traffic Control Devices	\$150,000	
500	19809	City Facility Improvements	\$30,000	
500	20169	WMD-DuoDote Autoinjector Replacem	\$13,500	
500	20374	Streetlight Pole Replacement Program	\$175,000	
500	20464	Fire Station 3 Facility Improvements	<u>\$360,000</u>	
		<b>TOTAL Capital Projects</b>		\$748,500

### NEW CAPITAL IMPROVEMENT FUNDING BY FUND

<u>Fund</u>	<u>Project Number</u>	<u>Description</u>	<u>Amount Requested</u>	<u>Fund Total</u>
<b>Park Acquisition (Infill)</b>				
510	20059	Tot Lot Shade Sails	\$203,000	
510	20266	Park Video Surveillance & Security	\$75,000	
510	20347	Enterprise Access System	\$30,000	
510	20370	Handy Park Maintenance Renovation	\$800,000	
510	20401	El Camino Tennis Court Lighting Impr	\$205,000	
510	20434	Hart Park Energy Efficiency Improveme	\$65,000	
510	20435	Olive Park Kitchen Update	\$50,000	
510	20437	Park Signage	\$100,000	
510	20447	Infield Irrigation Control Upgrade	\$21,500	
510	20448	Restroom Interior Upgrades	\$50,000	
510	20457	HVAC Installation at Killifer Park	\$76,500	
510	30047	CalSense Installation	\$30,000	
510	30054	Electrical Panel Replacement	\$180,000	
510	30133	Hart Park Field Improvements	\$250,000	
		<b>TOTAL Park Acquisition (Infill)</b>		\$2,136,000
<b>Park Acquisition &amp; Development (Quimby)</b>				
511	30041	HVAC Delta Control Systems	\$20,000	
		<b>TOTAL Park Acquisition &amp; Development (Quimby)</b>		\$20,000
<b>El Modena Park Facility - Cell Tower Fee</b>				
512	30048	El Modena Area Renovation	\$275,000	
		<b>TOTAL El Modena Park Facility - Cell Tower Fee</b>		\$275,000
<b>Sewer Construction</b>				
520	15508	Sewer Line Maintenance & Replaceme	\$2,000,000	
520	30117	Cambridge Storm Drain Improvement P	\$428,982	
		<b>TOTAL Sewer Construction</b>		\$2,428,982
<b>Reimbursable Capital Projects</b>				
550	20383	Cannon & Serrano Intersection Modific	\$612,000	
550	20400	Fire Station I	31,492,418	
550	20425	Tustin St Signal Synchronization	\$3,650,000	
550	20443	Orange Community Shuttle Feasibility	\$60,000	
550	30115	Glassell & Palmyra Signal Installation	\$369,100	
550	30117	Cambridge Storm Drain Improvement P	\$2,573,885	
550	30133	Hart Park Field Improvements	\$500,000	
		<b>TOTAL Reimbursable Capital Projects</b>		\$39,257,403

**NEW CAPITAL IMPROVEMENT FUNDING BY FUND**

<u>Fund</u>	<u>Project Number</u>	<u>Description</u>	<u>Amount Requested</u>	<u>Fund Total</u>
<b>Fire Facility Fee Districts All Com 6/07</b>				
560	12406	Signal Pre-Emption Installation	\$35,000	
560	20124	Turnout Replc/1851 Cleaning	\$100,000	
560	20171	EPCR Replacement Program	\$58,200	
560	20393	Defibrillator, AED and Battery Replcmnt	\$700,000	
560	20450	Powered Air-Purifying Respirator Batter	\$20,000	
560	20465	Fire Station Flooring Improvements	\$33,500	
560	30032	Wellness Equipment Replacement	<u>\$40,000</u>	
		<b>TOTAL Fire Facility Fee Districts All Com 6/07</b>		\$986,700
<b>Police Facility Fees</b>				
570	20347	Enterprise Access System	\$30,000	
570	20433	Records Retractable Filing System	<u>\$100,000</u>	
		<b>TOTAL Police Facility Fees</b>		\$130,000
<b>Library Facility Fees</b>				
573	20347	Enterprise Access System	\$30,000	
573	20404	APM Self Service Additions	\$25,000	
573	20445	Study Room Soundproofing	\$35,000	
573	20446	Children's Courtyard Rehabilitation Sup	\$10,000	
573	20461	Main Library Improvements	\$36,000	
573	20462	Taft Library Improvements	\$218,000	
573	20463	EI Modena Library Improvements	<u>\$78,000</u>	
		<b>TOTAL Library Facility Fees</b>		\$432,000
<b>Water</b>				
600	18101	Water Utility Security Improvements	\$25,000	
600	18102	Meter Replacement Program	\$150,000	
600	18120	Well 28 Construction	\$2,500,000	
600	18400	Pipeline Renewal Projects	\$1,500,000	
600	19999	Motor Vehicle Replacements	\$82,000	
600	20285	Work Order Mgt Consulting (Maintstar)	\$100,000	
600	20429	South Yard Storage Replacement	<u>\$1,300,000</u>	
		<b>TOTAL Water</b>		\$5,657,000
<b>Equipment Replacement</b>				
720	19999	Motor Vehicle Replacements	\$2,357,000	
720	20442	Fleet Hoist Replacement	<u>\$100,000</u>	
		<b>TOTAL Equipment Replacement</b>		\$2,457,000

**NEW CAPITAL IMPROVEMENT FUNDING BY FUND**

<u>Fund</u>	<u>Project Number</u>	<u>Description</u>	<u>Amount Requested</u>	<u>Fund Total</u>
<b>Major Building Improvements</b>				
725	19809	City Facility Improvements	\$160,000	
725	20461	Main Library Improvements	<u>\$18,000</u>	
<b>TOTAL Major Building Improvements</b>				<b>\$178,000</b>
<b>Computer Replacement</b>				
790	20272	GIS -LGIM Migration	\$3,000	
790	20278	Server Refreshes / memory expansion	\$70,000	
790	20281	Misc Op Exp (VoIP enhance)	\$100,000	
790	20282	Desktop PC Replacements	\$200,000	
790	20285	Work Order Mgt Consulting (Maintstar)	\$50,000	
790	20337	Police Mobile Audio Visual & Body Wor	\$285,120	
790	20339	Network Refresh	\$80,000	
790	20342	Conference Room Audio/Video	\$60,000	
790	20347	Enterprise Access System	\$10,000	
790	20391	Financial System Replacement	\$200,000	
790	20454	Remote WAN Site Security	\$20,000	
790	20455	2-Factor Authentication	\$210,000	
790	20456	Physical Security Platform Replacemen	<u>\$20,000</u>	
<b>TOTAL Computer Replacement</b>				<b>\$1,308,120</b>
<b>City Trf: Nw &amp; Sw Merged 2003 Tax Exempt</b>				
953	20444	Police HQ Atrium Rehabilitation	<u>\$160,000</u>	
<b>TOTAL City Trf: Nw &amp; Sw Merged 2003 Tax Exem</b>				<b>\$160,000</b>
<b>City Trf: Merged 2008 Tax Exempt Bonds</b>				
954	20444	Police HQ Atrium Rehabilitation	\$3,340,000	
954	20459	Wayfinding Signage	<u>\$25,000</u>	
<b>TOTAL City Trf: Merged 2008 Tax Exempt Bonds</b>				<b><u>\$3,365,000</u></b>
<b>TOTAL CAPITAL PROJECTS</b>				<b><u><u>\$69,466,912</u></u></b>



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## Department Summary

<b>Department</b>	<b>20-21</b>	<b>21-22</b>	<b>22-23</b>	<b>23-24</b>	<b>24-25</b>	<b>5-Year Total</b>
COMMUNITY DEVELOPMENT	\$415,125	\$0	\$0	\$0	\$0	\$415,125
COMMUNITY SERVICES	\$3,326,000	\$5,433,000	\$1,042,500	\$1,515,500	\$962,500	\$12,279,500
ECONOMIC DEVELOPMENT	\$0	\$0	\$0	\$0	\$0	\$0
FINANCE DEPARTMENT	\$0	\$0	\$0	\$0	\$0	\$0
FIRE	\$32,609,118	\$225,000	\$500,500	\$240,000	\$478,362	\$34,052,980
INFORMATION MANAGEMENT	\$1,388,000	\$1,035,000	\$760,000	\$725,000	\$525,000	\$4,433,000
LIBRARY	\$135,000	\$545,000	\$0	\$0	\$0	\$680,000
POLICE	\$490,120	\$285,120	\$285,120	\$285,120	\$0	\$1,345,480
PUBLIC WORKS	\$25,628,549	\$11,322,482	\$11,794,498	\$9,970,000	\$10,175,000	\$68,890,529
WATER	\$5,475,000	\$4,000,000	\$4,400,000	\$4,400,000	\$4,400,000	\$22,675,000
	\$69,466,912	\$22,845,602	\$18,782,618	\$17,135,620	\$16,540,862	\$144,771,614

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## Department Summary

Project Summary

**COMMUNITY DEVELOPMENT**

<b>Project</b>		<b>Carryover</b>	<b>20-21</b>	<b>21-22</b>	<b>22-23</b>	<b>23-24</b>	<b>24-25</b>	<b>Total</b>
11210	Home CHDO Allocation	\$241,183	\$69,187	\$0	\$0	\$0	\$0	\$310,370
11250	Home Developer Projects	\$1,683,368	\$345,938	\$0	\$0	\$0	\$0	\$2,029,306
<b>TOTAL</b>		\$1,924,551	\$415,125	\$0	\$0	\$0	\$0	\$2,339,676

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**COMMUNITY DEVELOPMENT**

Project Summary  
**COMMUNITY SERVICES**

<b>Project</b>	<b>Carryover</b>	<b>20-21</b>	<b>21-22</b>	<b>22-23</b>	<b>23-24</b>	<b>24-25</b>	<b>Total</b>
20059 Tot Lot Shade Sails	\$86,500	\$203,000	\$203,000	\$203,000	\$203,000	\$203,000	\$1,101,500
20255 Santiago Hills LAD- General Renovations	\$194,035	\$500,000	\$0	\$0	\$0	\$300,000	\$994,035
20313 Hart Park Irrigation Replacement	\$0	\$0	\$0	\$257,500	\$257,500	\$257,500	\$772,500
20315 Hart Park Pickleball & Fitness Circuit	\$380,235	\$0	\$3,375,500	\$0	\$0	\$0	\$3,755,735
20321 Grijalva Master Plan Update	\$100,000	\$0	\$0	\$0	\$0	\$0	\$100,000
20369 Grijalva Gym Flooring Replacement	\$0	\$0	\$0	\$0	\$0	\$202,000	\$202,000
20370 Handy Park Maintenance Renovation	\$1,089,890	\$800,000	\$0	\$0	\$0	\$0	\$1,889,890
20401 El Camino Tennis Court Lighting Impr	\$0	\$205,000	\$0	\$0	\$0	\$0	\$205,000
20402 Del Rio Bridge Renovation	\$203,000	\$0	\$0	\$0	\$0	\$0	\$203,000
20434 Hart Park Energy Efficiency Improvements	\$0	\$65,000	\$0	\$0	\$0	\$0	\$65,000
20435 Olive Park Kitchen Update	\$0	\$50,000	\$0	\$0	\$0	\$0	\$50,000
20436 Hart Park Sports Field Lighting	\$0	\$0	\$900,000	\$0	\$0	\$0	\$900,000
20437 Park Signage	\$0	\$100,000	\$255,000	\$0	\$0	\$0	\$355,000
20438 El Camino Real Park Exercise Equipment	\$0	\$0	\$352,000	\$0	\$0	\$0	\$352,000
20439 Exterior Wall Renovation at Grijalva Park	\$0	\$0	\$0	\$202,000	\$0	\$0	\$202,000
20440 Rubberized Tot Lot Surface Replacement	\$0	\$0	\$42,500	\$0	\$0	\$0	\$42,500
20447 Infield Irrigation Control Upgrade	\$0	\$21,500	\$0	\$0	\$0	\$0	\$21,500
20448 Restroom Interior Upgrades	\$0	\$50,000	\$305,000	\$305,000	\$305,000	\$0	\$965,000
20457 HVAC Installation at Killifer Park	\$0	\$76,500	\$0	\$0	\$0	\$0	\$76,500
30019 Santiago Canyon Road Multipurpose Trail	\$0	\$0	\$0	\$75,000	\$750,000	\$0	\$825,000
30041 HVAC Delta Control Systems	\$115	\$20,000	\$0	\$0	\$0	\$0	\$20,115
30047 CalSense Installation	\$112,673	\$30,000	\$0	\$0	\$0	\$0	\$142,673
30048 El Modena Area Renovation	\$363,092	\$275,000	\$0	\$0	\$0	\$0	\$638,092
30053 Parking Lot Pavement Rehab	\$567,269	\$0	\$0	\$0	\$0	\$0	\$567,269
30054 Electrical Panel Replacement	\$16,300	\$180,000	\$0	\$0	\$0	\$0	\$196,300
30133 Hart Park Field Improvements	\$0	\$750,000	\$0	\$0	\$0	\$0	\$750,000
<b>TOTAL</b>	\$3,113,109	\$3,326,000	\$5,433,000	\$1,042,500	\$1,515,500	\$962,500	\$15,392,609

**COMMUNITY SERVICES**

Project Summary  
**ECONOMIC DEVELOPMENT**

<b>Project</b>		<b>Carryover</b>	<b>20-21</b>	<b>21-22</b>	<b>22-23</b>	<b>23-24</b>	<b>24-25</b>	<b>Total</b>
20243	Business Development Programs	\$248,385	\$0	\$0	\$0	\$0	\$0	\$248,385
20247	SOARA Capital Proj	\$2,870,000	\$0	\$0	\$0	\$0	\$0	\$2,870,000
<b>TOTAL</b>		\$3,118,385	\$0	\$0	\$0	\$0	\$0	\$3,118,385

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**ECONOMIC DEVELOPMENT**

Project Summary

**FINANCE DEPARTMENT**

<b>Project</b>	<b>Carryover</b>	<b>20-21</b>	<b>21-22</b>	<b>22-23</b>	<b>23-24</b>	<b>24-25</b>	<b>Total</b>
20242   UB Software Upgrade	\$47,310	\$0	\$0	\$0	\$0	\$0	\$47,310
<b>TOTAL</b>	\$47,310	\$0	\$0	\$0	\$0	\$0	\$47,310

Project Summary

**FIRE**

<b>Project</b>	<b>Carryover</b>	<b>20-21</b>	<b>21-22</b>	<b>22-23</b>	<b>23-24</b>	<b>24-25</b>	<b>Total</b>
12406 Signal Pre-Emption Installation	\$22	\$35,000	\$35,000	\$35,000	\$35,000	\$35,000	\$175,022
12506 Body Armor	\$55,862	\$0	\$0	\$0	\$0	\$55,862	\$111,724
12540 Thermal Image Cameras	\$86,134	\$0	\$0	\$0	\$0	\$250,000	\$336,134
12955 Mobile Data Computers	\$16,014	\$0	\$0	\$238,000	\$0	\$0	\$254,014
20104 SCBA Retrofit & Replacement	\$210,249	\$0	\$0	\$0	\$0	\$0	\$210,249
20105 Auto Pulse Machine Replacement	\$0	\$150,000	\$0	\$0	\$0	\$0	\$150,000
20124 Turnout Replc/1851 Cleaning	\$0	\$100,000	\$140,000	\$90,000	\$90,000	\$0	\$420,000
20169 WMD-DuoDote Autoinjector Replacement	\$13,500	\$13,500	\$0	\$30,500	\$0	\$30,500	\$88,000
20171 EPCR Replacement Program	\$5,580	\$58,200	\$0	\$62,000	\$0	\$62,000	\$187,780
20334 Fire Station Maint & Renov	\$255,391	\$0	\$50,000	\$0	\$50,000	\$0	\$355,391
20384 Vehicle Extrication Tool	\$3,829	\$0	\$0	\$0	\$65,000	\$0	\$68,829
20393 Defibrillator, AED and Battery Replcmnt	\$0	\$700,000	\$0	\$0	\$0	\$0	\$700,000
20400 Fire Station I	\$1,255,633	\$31,492,418	\$0	\$0	\$0	\$0	\$32,748,051
20450 Powered Air-Purifying Respirator Battery & Filter	\$0	\$20,000	\$0	\$0	\$0	\$0	\$20,000
30032 Wellness Equipment Replacement	\$2,662	\$40,000	\$0	\$45,000	\$0	\$45,000	\$132,662
<b>TOTAL</b>	<b>\$1,904,875</b>	<b>\$32,609,118</b>	<b>\$225,000</b>	<b>\$500,500</b>	<b>\$240,000</b>	<b>\$478,362</b>	<b>\$35,957,855</b>

**FIRE**

Project Summary  
**INFORMATION MANAGEMENT**

<b>Project</b>	<b>Carryover</b>	<b>20-21</b>	<b>21-22</b>	<b>22-23</b>	<b>23-24</b>	<b>24-25</b>	<b>Total</b>
20266	Park Video Surveillance & Security	\$100,946	\$75,000	\$0	\$0	\$0	\$175,946
20272	GIS -LGIM Migration	\$47,000	\$3,000	\$50,000	\$50,000	\$50,000	\$250,000
20277	KACE for PD	\$25,000	\$0	\$0	\$0	\$0	\$25,000
20278	Server Refreshes / memory expansion	\$26,144	\$70,000	\$70,000	\$70,000	\$35,000	\$306,144
20279	Sharepoint	\$45,000	\$0	\$10,000	\$10,000	\$10,000	\$85,000
20281	Misc Op Exp (VoIP enhance)	\$89,910	\$100,000	\$100,000	\$100,000	\$100,000	\$589,910
20282	Desktop PC Replacements	(\$3,276)	\$200,000	\$200,000	\$200,000	\$200,000	\$796,724
20284	LaserFiche upgrade	\$191,973	\$0	\$20,000	\$20,000	\$20,000	\$271,973
20285	Work Order Mgt Consulting (Maintstar)	\$295,200	\$250,000	\$0	\$0	\$0	\$545,200
20338	Strategic Plan Update	\$30,000	\$0	\$0	\$0	\$0	\$30,000
20339	Network Refresh	\$44,588	\$80,000	\$40,000	\$40,000	\$40,000	\$284,588
20342	Conference Room Audio/Video	(\$98)	\$60,000	\$20,000	\$20,000	\$20,000	\$139,902
20347	Enterprise Access System	\$225,000	\$100,000	\$295,000	\$0	\$0	\$620,000
20390	Exchange Online Migration	\$20,000	\$0	\$0	\$0	\$0	\$20,000
20391	Financial System Replacement	\$130,050	\$200,000	\$200,000	\$200,000	\$200,000	\$1,130,050
20413	UPS Replacements	\$20,192	\$0	\$0	\$0	\$0	\$20,192
20415	Corp Yard Surveillance and Intercom	\$15,000	\$0	\$0	\$0	\$0	\$15,000
20454	Remote WAN Site Security	\$0	\$20,000	\$0	\$0	\$0	\$20,000
20455	2-Factor Authentication	\$0	\$210,000	\$0	\$0	\$0	\$210,000
20456	Physical Security Platform Replacements	\$0	\$20,000	\$30,000	\$50,000	\$50,000	\$200,000
30071	Fiber Optic Cable Installation	\$240,000	\$0	\$0	\$0	\$0	\$240,000
<b>TOTAL</b>		\$1,542,629	\$1,388,000	\$1,035,000	\$760,000	\$725,000	\$5,975,629

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**INFORMATION MANAGEMENT**

Project Summary

**LIBRARY**

<b>Project</b>	<b>Carryover</b>	<b>20-21</b>	<b>21-22</b>	<b>22-23</b>	<b>23-24</b>	<b>24-25</b>	<b>Total</b>
20358 Carpeting	\$70,391	\$0	\$180,000	\$0	\$0	\$0	\$250,391
20404 APM Self Service Additions	\$0	\$25,000	\$0	\$0	\$0	\$0	\$25,000
20445 Study Room Soundproofing	\$0	\$35,000	\$0	\$0	\$0	\$0	\$35,000
20446 Children's Courtyard Rehabilitation Support	\$0	\$10,000	\$0	\$0	\$0	\$0	\$10,000
30056 HVAC Replacement-Library	\$70,989	\$0	\$365,000	\$0	\$0	\$0	\$435,989
30136 Restrooms Accessibility	\$0	\$65,000	\$0	\$0	\$0	\$0	\$65,000
<b>TOTAL</b>	\$141,380	\$135,000	\$545,000	\$0	\$0	\$0	\$821,380

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**LIBRARY**

Project Summary

**POLICE**

<b>Project</b>	<b>Carryover</b>	<b>20-21</b>	<b>21-22</b>	<b>22-23</b>	<b>23-24</b>	<b>24-25</b>	<b>Total</b>
20335 Mobile Data Computers	\$4,310	\$105,000	\$0	\$0	\$0	\$0	\$109,310
20337 Police Mobile Audio Visual & Body Worn Cameras	\$10,001	\$285,120	\$285,120	\$285,120	\$285,120	\$0	\$1,150,481
20433 Records Retractable Filing System	\$0	\$100,000	\$0	\$0	\$0	\$0	\$100,000
30134 Evidence Freezer	\$165,000	\$0	\$0	\$0	\$0	\$0	\$165,000
<b>TOTAL</b>	\$179,311	\$490,120	\$285,120	\$285,120	\$285,120	\$0	\$1,524,791

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**POLICE**

Project Summary  
**PUBLIC WORKS**

<b>Project</b>	<b>Carryover</b>	<b>20-21</b>	<b>21-22</b>	<b>22-23</b>	<b>23-24</b>	<b>24-25</b>	<b>Total</b>
11328 ADA Improvements	\$54,574	\$104,059	\$250,000	\$250,000	\$250,000	\$250,000	\$1,158,633
12982 Corp Yard Renovations	\$290,026	\$0	\$0	\$0	\$0	\$0	\$290,026
13115 Pavement Management Program Survey	\$1,407	\$100,000	\$0	\$100,000	\$0	\$100,000	\$301,407
13120 Pavement Management Program	\$3,729,130	\$5,685,193	\$5,420,000	\$5,290,000	\$5,620,000	\$5,630,000	\$31,374,323
13816 Structural Evaluation of City Bridges	\$1,073,105	\$0	\$0	\$0	\$0	\$0	\$1,073,105
14997 Municipal Parking Lot Maintenance	\$5,693	\$20,000	\$20,000	\$20,000	\$20,000	\$20,000	\$105,693
15508 Sewer Line Maintenance & Replacement	\$2,315,351	\$2,000,000	\$2,200,000	\$2,200,000	\$2,200,000	\$2,200,000	\$13,115,351
15509 Sewer Cleaning & Video	\$0	\$300,000	\$300,000	\$300,000	\$300,000	\$300,000	\$1,500,000
16302 Minor Traffic Control Devices	\$200,066	\$200,000	\$200,000	\$200,000	\$200,000	\$200,000	\$1,200,066
16304 Biennial Traffic Signal Coordination	\$136,370	\$95,000	\$0	\$95,000	\$0	\$95,000	\$421,370
16305 Traffic Signal Controller Changeout	\$131,441	\$70,000	\$70,000	\$70,000	\$70,000	\$70,000	\$481,441
16469 Traffic Signal Equipment Painting	\$108,720	\$45,000	\$45,000	\$45,000	\$45,000	\$45,000	\$333,720
17061 Old Towne Street Lighting	\$0	\$0	\$0	\$277,998	\$0	\$0	\$277,998
19809 City Facility Improvements	\$235,109	\$206,000	\$578,000	\$500,000	\$500,000	\$500,000	\$2,519,109
19826 Police HQ Exterior Wall Sealing	\$71,481	\$0	\$15,000	\$15,000	\$15,000	\$15,000	\$131,481
19999 Motor Vehicle Replacements	\$0	\$2,539,000	\$0	\$0	\$0	\$0	\$2,539,000
20191 Main St Signal Synchronization	\$180,000	\$0	\$0	\$0	\$0	\$0	\$180,000
20325 Santiago Bike Trail Phase IV	\$443,326	\$0	\$0	\$0	\$0	\$0	\$443,326
20326 Chapman & Feldner Left Turn Modification	\$223,845	\$0	\$0	\$0	\$0	\$0	\$223,845
20327 Chapman & Flower Left Turn Modification	\$226,011	\$0	\$0	\$0	\$0	\$0	\$226,011
20328 La Veta, Collins, & Chapman Radar Feedback Sig	\$299,461	\$0	\$0	\$0	\$0	\$0	\$299,461
20329 Chapman & Batavia Left Turn Signal Modification	\$373,390	\$0	\$0	\$0	\$0	\$0	\$373,390
20351 Tustin & La Veta Traffic Signal Upgrade	\$107,400	\$0	\$0	\$0	\$0	\$0	\$107,400
20353 Chapman & Grand Left Turn Signal Modification	\$450,000	\$0	\$0	\$0	\$0	\$0	\$450,000
20354 Chapman & Cambridge Left Turn Signal Modificati	\$425,000	\$0	\$0	\$0	\$0	\$0	\$425,000
20374 Streetlight Pole Replacement Program	\$240,000	\$175,000	\$250,000	\$250,000	\$250,000	\$250,000	\$1,415,000
20376 Garden Grove Blvd Signal Synchronization	\$7,000	\$0	\$0	\$0	\$0	\$0	\$7,000
20377 Katella & Struck Signal Modification	\$78,059	\$0	\$0	\$0	\$0	\$0	\$78,059
20378 Katella & Batavia Signal Network Extension	\$0	\$0	\$140,000	\$750,000	\$0	\$0	\$890,000
20379 Batavia & Taft Signal Network Extension	\$0	\$0	\$0	\$170,000	\$0	\$0	\$170,000
20380 Glassell St Signal Network Extension	\$130,000	\$0	\$0	\$740,000	\$0	\$0	\$870,000
20381 Katella Ave Signal Synchronization	\$250,000	\$0	\$0	\$0	\$0	\$0	\$250,000
20382 Katella Ave Signal Network Extension	\$950,000	\$0	\$0	\$0	\$0	\$0	\$950,000
20383 Cannon & Serrano Intersection Modification	\$35,286	\$862,000	\$0	\$0	\$0	\$0	\$897,286
20407 Shaffer Street Rehabilitation	\$96,232	\$0	\$0	\$0	\$0	\$0	\$96,232
20408 Civic Center Front Counter Remodel	\$249,919	\$0	\$108,000	\$0	\$0	\$0	\$357,919
20409 Olive Street Rehabilitation	\$99,000	\$0	\$0	\$0	\$0	\$0	\$99,000
20410 Clinton Street Rehabilitation	\$172,000	\$0	\$0	\$0	\$0	\$0	\$172,000
20411 Sacramento Neighborhood St Rehabilitation Phas	\$272,000	\$0	\$0	\$0	\$0	\$0	\$272,000
20418 Old Towne Parkway Streetscape Standard	\$10,000	\$0	\$0	\$0	\$0	\$0	\$10,000

**PUBLIC WORKS**

Project Summary  
**PUBLIC WORKS**

<b>Project</b>	<b>Carryover</b>	<b>20-21</b>	<b>21-22</b>	<b>22-23</b>	<b>23-24</b>	<b>24-25</b>	<b>Total</b>
20425 Tustin St Signal Synchronization	\$264,685	\$3,650,000	\$0	\$0	\$0	\$0	\$3,914,685
20430 Storm Drain Improvements	\$0	\$500,000	\$500,000	\$500,000	\$500,000	\$500,000	\$2,500,000
20441 Citywide Sidewalk Assessment	\$0	\$250,000	\$0	\$0	\$0	\$0	\$250,000
20442 Fleet Hoist Replacement	\$0	\$100,000	\$0	\$0	\$0	\$0	\$100,000
20443 Orange Community Shuttle Feasibility Study	\$0	\$75,000	\$0	\$0	\$0	\$0	\$75,000
20444 Police HQ Atrium Rehabilitation	\$0	\$3,500,000	\$0	\$0	\$0	\$0	\$3,500,000
20458 Prospect & Spring Right Turn Lane Modification	\$0	\$400,000	\$500,000	\$0	\$0	\$0	\$900,000
20459 Wayfinding Signage	\$0	\$25,000	\$0	\$0	\$0	\$0	\$25,000
20461 Main Library Improvements	\$0	\$54,000	\$120,000	\$0	\$0	\$0	\$174,000
20462 Taft Library Improvements	\$0	\$218,000	\$78,000	\$0	\$0	\$0	\$296,000
20463 El Modena Library Improvements	\$0	\$78,000	\$78,000	\$0	\$0	\$0	\$156,000
20464 Fire Station 3 Facility Improvements	\$0	\$360,000	\$0	\$0	\$0	\$0	\$360,000
20465 Fire Station Flooring Improvements	\$0	\$33,500	\$21,500	\$21,500	\$0	\$0	\$76,500
30029 Glassell & Walnut Left Turn Signal Modification	\$43,556	\$0	\$0	\$0	\$0	\$0	\$43,556
30030 Chapman & James Left Turn Signal Modification	\$22,895	\$0	\$0	\$0	\$0	\$0	\$22,895
30059 OC & PT Various Improvements	\$43,760	\$0	\$0	\$0	\$0	\$0	\$43,760
30080 Glassell & Meats Left Turn Signal Modification	\$215,502	\$0	\$0	\$0	\$0	\$0	\$215,502
30081 Glassell & Collins Left Turn Signal Modification	\$248,914	\$0	\$0	\$0	\$0	\$0	\$248,914
30082 Accessible Pedestrian Signals Installation	\$159,870	\$0	\$0	\$0	\$0	\$0	\$159,870
30083 Pedestrian Countdown Signals Installation	\$338,992	\$0	\$0	\$0	\$0	\$0	\$338,992
30108 Collins Ave CDS BioClean Installation	\$321,070	\$0	\$0	\$0	\$0	\$0	\$321,070
30115 Glassell & Palmyra Signal Installation	\$0	\$369,100	\$0	\$0	\$0	\$0	\$369,100
30117 Cambridge Storm Drain Improvement Phase III	\$0	\$3,002,867	\$428,982	\$0	\$0	\$0	\$3,431,849
30132 Lemon & Palm Signal Installation	\$574,100	\$0	\$0	\$0	\$0	\$0	\$574,100
30135 Hoover Neighborhood Street Rehabilitation	\$0	\$611,830	\$0	\$0	\$0	\$0	\$611,830
30141 Glassell St Signal Synchronization	\$60,000	\$0	\$0	\$0	\$0	\$0	\$60,000
<b>TOTAL</b>	<b>\$15,963,746</b>	<b>\$25,628,549</b>	<b>\$11,322,482</b>	<b>\$11,794,498</b>	<b>\$9,970,000</b>	<b>\$10,175,000</b>	<b>\$84,854,275</b>

**PUBLIC WORKS**

Project Summary

**WATER**

<b>Project</b>	<b>Carryover</b>	<b>20-21</b>	<b>21-22</b>	<b>22-23</b>	<b>23-24</b>	<b>24-25</b>	<b>Total</b>
18101	Water Utility Security Improvements	\$17,111	\$25,000	\$25,000	\$25,000	\$25,000	\$142,111
18102	Meter Replacement Program	(\$314)	\$150,000	\$150,000	\$150,000	\$150,000	\$749,686
18120	Well 28 Construction	\$1,501,374	\$2,500,000	\$0	\$0	\$0	\$4,001,374
18214	Well Rehabilitation	\$43,659	\$0	\$125,000	\$125,000	\$125,000	\$543,659
18225	Lower Serrano Pump Station	\$29,772	\$0	\$0	\$0	\$500,000	\$1,529,772
18301	Exterior Cathodic Protection Systems	\$228,829	\$0	\$0	\$50,000	\$50,000	\$378,829
18302	Reservoir Recoating	\$87,459	\$0	\$0	\$0	\$500,000	\$587,459
18315	Reservoir 3A Construction	\$0	\$0	\$0	\$0	\$750,000	\$1,750,000
18324	Reservoir 2A Site Remediation	\$991,405	\$0	\$0	\$0	\$0	\$991,405
18400	Pipeline Renewal Projects	\$2,410,954	\$1,500,000	\$1,500,000	\$2,000,000	\$2,000,000	\$11,410,954
18912	Water Plant Telemetry	\$2,171	\$0	\$0	\$50,000	\$50,000	\$152,171
18925	Emergency Generator	\$176,090	\$0	\$100,000	\$0	\$250,000	\$526,090
20089	Water Master Plan	\$315,000	\$0	\$0	\$0	\$0	\$315,000
20312	Well 29 Construction	\$0	\$0	\$2,000,000	\$2,000,000	\$0	\$4,000,000
20428	Water Rate Study	\$0	\$0	\$100,000	\$0	\$0	\$100,000
20429	South Yard Storage Replacement	\$0	\$1,300,000	\$0	\$0	\$0	\$1,300,000
<b>TOTAL</b>		\$5,803,509	\$5,475,000	\$4,000,000	\$4,400,000	\$4,400,000	\$28,478,509

**WATER**

## Funding Source Summary

Fund #	Fund Name	20-21	21-22	22-23	23-24	24-25	5-Year Total
120	Prop 172	\$150,000	\$0	\$0	\$0	\$0	\$150,000
220	Sanitation And Sewer	\$916,000	\$800,000	\$800,000	\$800,000	\$800,000	\$4,116,000
245	Ab 2766 Air Pollution Reduction	\$100,000	\$0	\$0	\$0	\$0	\$100,000
263	Traffic Improvemnt -Measure M2	\$2,825,000	\$2,265,000	\$2,220,000	\$2,285,000	\$2,360,000	\$11,955,000
272	Gas Tax 2105	\$770,000	\$770,000	\$770,000	\$770,000	\$770,000	\$3,850,000
274	Rmra Road Maint Rehabilitation A	\$2,685,193	\$2,550,000	\$2,630,000	\$2,730,000	\$2,830,000	\$13,425,193
284	Tsip B - West Orange	\$400,000	\$640,000	\$1,660,000	\$0	\$0	\$2,700,000
285	Tsip C - East Orange	\$250,000	\$0	\$0	\$0	\$0	\$250,000
286	Transport. System Improvemt Au	\$30,000	\$0	\$30,000	\$0	\$30,000	\$90,000
291	Santiago Hls Landscp Maint 1986	\$500,000	\$0	\$0	\$0	\$300,000	\$800,000
310	Community Development Block G	\$780,889	\$250,000	\$250,000	\$250,000	\$250,000	\$1,780,889
317	Home	\$415,125	\$0	\$0	\$0	\$0	\$415,125
355	Asset Seizure- Federal	\$105,000	\$0	\$0	\$0	\$0	\$105,000
500	Capital Projects	\$748,500	\$498,000	\$728,498	\$420,000	\$506,362	\$2,901,360
510	Park Acquisition (Infill)	\$2,136,000	\$3,745,250	\$967,500	\$765,500	\$662,500	\$8,276,750
511	Park Acquisition & Development C	\$20,000	\$0	\$0	\$0	\$0	\$20,000
512	El Modena Park Facility - Cell To	\$275,000	\$0	\$0	\$0	\$0	\$275,000
520	Sewer Construction	\$2,428,982	\$2,628,982	\$2,200,000	\$2,200,000	\$2,200,000	\$11,657,964
550	Reimbursable Capital Projects	\$39,257,403	\$3,287,750	\$75,000	\$750,000	\$0	\$43,370,153
560	Fire Facility Fee Districts All Com	\$986,700	\$291,500	\$372,500	\$240,000	\$392,000	\$2,282,700
570	Police Facility Fees	\$130,000	\$0	\$0	\$0	\$0	\$130,000
573	Library Facility Fees	\$432,000	\$821,000	\$0	\$0	\$0	\$1,253,000
600	Water	\$5,657,000	\$2,400,000	\$4,400,000	\$4,400,000	\$4,400,000	\$21,257,000
720	Equipment Replacement	\$2,457,000	\$0	\$0	\$0	\$0	\$2,457,000
725	Major Building Improvements	\$178,000	\$623,000	\$515,000	\$515,000	\$515,000	\$2,346,000
790	Computer Replacement	\$1,308,120	\$1,275,120	\$1,164,120	\$1,010,120	\$525,000	\$5,282,480
953	City Trf: Nw & Sw Merged 2003 T	\$160,000	\$0	\$0	\$0	\$0	\$160,000
954	City Trf: Merged 2008 Tax Exemp	\$3,365,000	\$0	\$0	\$0	\$0	\$3,365,000
		\$69,466,912	\$22,845,602	\$18,782,618	\$17,135,620	\$16,540,862	\$144,771,614

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## Funding Source Summary



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# Home CHDO Allocation

Project 11210

**Department:** COMMUNITY DEVELOPMENT

**Program:** 9660 Federal Hud Program

**Project Description:**

Federal HOME Investment Partnerships Program (HOME) funding set aside for Community Housing Development Organizations (CHDOs). The City-designated CHDO is Orange Housing Development Corporation (OHDC). The project is to be determined. Appropriation of HOME funds for housing projects is subject to City Council approval.

####

General Plan Element: Land/Housing/Growth/ED  
 Estimated Completion Date: Ongoing  
 Environmental Status: Not Applicable

Fund Description		Carryover	20-21	21-22	22-23	23-24	24-25	Total
317	Home	241,183	69,187	-	-	-	-	\$310,370
<b>TOTAL</b>		241,183	69,187	-	-	-	-	\$310,370

**Department:** COMMUNITY DEVELOPMENT

**Program:** 9660 Federal Hud Program

**Project Description:**

Federal HOME Investment Partnerships (HOME) Program funding allocation for affordable housing development projects. Housing development projects need to be determined. Appropriation of funds for affordable housing projects is subject to City Council approval.

####

General Plan Element: Land/Housing/Growth/ED  
 Estimated Completion Date: Ongoing  
 Environmental Status: Not Applicable

Fund Description	Carryover	20-21	21-22	22-23	23-24	24-25	Total
317 Home	1,683,368	345,938	-	-	-	-	\$2,029,306
<b>TOTAL</b>	1,683,368	345,938	-	-	-	-	\$2,029,306

**Department:** COMMUNITY SERVICES

**Program:** 7021 Park Planning, Aquis. & Dev.

**Project Description:**

As a long standing City Council initiative, shade sails will be installed over existing tot lot equipment in City parks to protect users from equipment that becomes very hot during warm summer months. There are currently shade sails over the tot lots at Handy, Belmont, Grijalva, Shaffer, and Steve Ambriz Parks and the exercise circuits at Grijalva and Shaffer Parks. Shade sails will be installed at El Camino Park in FY 21 and Serrano Park in FY 22. Further research into site selection and design work will be involved in order to identify future park locations. The following parks are still in need of shade sails: Belmont (improved), Eisenhower, El Modena, Fred Barrera, Hart, La Veta, Olive, and Santiago Hills.

####

General Plan Element: Natural Resources  
 Estimated Completion Date: Ongoing  
 Environmental Status: Categorical Exemption

<b>Fund Description</b>	<b>Carryover</b>	<b>20-21</b>	<b>21-22</b>	<b>22-23</b>	<b>23-24</b>	<b>24-25</b>	<b>Total</b>
510 Park Acquisition (Infill)	86,500	203,000	203,000	203,000	203,000	203,000	\$1,101,500
<b>TOTAL</b>	86,500	203,000	203,000	203,000	203,000	203,000	\$1,101,500



# Santiago Hills LAD- General Renovations

Project 20255

**Department:** COMMUNITY SERVICES

**Program:** 7024 Landscape Maintenance Districts

### Project Description:

Santiago Hills Landscape Assessment District (SHAD) residents voted in 2015 to increase their assessment so that the landscape can be maintained, repaired and renovated over time. This project represents a long-term Capital Improvement effort to re-landscape SHAD as funding accumulated beyond what is needed for ongoing maintenance. With the community's input, funds will be utilized for landscape renovation to replace plants, shrubs, and irrigation, which are beyond their useful life. Depending upon ongoing operating costs and assessment revenues, aspects of this project may be accomplished sooner. For FY 21, the community identified the following:

- 1) Renovation of the second half of Skylark, including the four corners on Skylark and Canyon View Avenue
- 2) Renovation of three small medians on Canyon View Avenue between Skylark and Old Camp Road, on Skylark at Canyon View Avenue, and on White Oak Ridge at Canyon View Avenue
- 3) Renovation of the corners at White Oak Ridge and Newport Avenue

####

General Plan Element: Natural Resources  
 Estimated Completion Date: Ongoing  
 Environmental Status: Categorical Exemption

Fund Description		Carryover	20-21	21-22	22-23	23-24	24-25	Total
291	Santiago Hls Landscp Maint 1986 & 201	194,035	500,000	-	-	-	300,000	\$994,035
<b>TOTAL</b>		194,035	500,000	-	-	-	300,000	\$994,035

**Department:** COMMUNITY SERVICES

**Program:** 7021 Park Planning, Aquis. & Dev.

**Project Description:**

Currently, the irrigation at Hart Park is old and inefficient, with portions being installed in the 1970's. Due to its condition, significant staff time has been dedicated to repairing and addressing issues caused by its age. Additionally, the current irrigation system has caused disruption to park use due to watering over walking paths and access points to various areas of the park during open park hours. The system does not have the capacity to water appropriately during off hours. Replacement of this system, with a new design to include new technology, will result in a more efficient system and improved access for park users. Coupled with new Calsense control systems, the new irrigation system will allow for more water savings and better distribution uniformity, improving the quality of turf in both active and passive areas.

####

General Plan Element: Natural Resources  
 Estimated Completion Date: June 2025  
 Environmental Status: Categorical Exemption

Fund Description	Carryover	20-21	21-22	22-23	23-24	24-25	Total
510 Park Acquisition (Infill)	-	-	-	257,500	257,500	257,500	\$772,500
<b>TOTAL</b>	-	-	-	257,500	257,500	257,500	\$772,500

**Department:** COMMUNITY SERVICES

**Program:** 7021 Park Planning, Aquis. & Dev.

**Project Description:**

This project, originally titled Hart Park Exercise Equipment, will include design and development of new health and wellness amenities to the southwest portion of Hart Park. The scope of work includes: a 6-court pickleball facility, new walking/jogging path, static exercise equipment, a mechanical exercise equipment area, slack line venue, improved lighting, and irrigation renovation. In FY 18, the City applied for the Land and Water Conservation Fund grant to partially fund the Hart Park Pickleball and Fitness Circuit project. Concurrently, the City began to pursue in-fee ownership of the sections of Hart Park currently owned by CalTrans where the proposed project would be located. If grant funds are awarded, the first year will involve design of the project followed by phased construction in subsequent years. Park Development fees will be used as the financial match per grant requirements.

####

General Plan Element: Natural Resources  
 Estimated Completion Date: June 2023  
 Environmental Status: Categorical Exemption

Fund Description		Carryover	20-21	21-22	22-23	23-24	24-25	Total
510	Park Acquisition (Infill)	-	-	1,687,750	-	-	-	\$1,687,750
511	Park Acquisition & Development (Quimb	380,235	-	-	-	-	-	\$380,235
550	Reimbursable Capital Projects	-	-	1,687,750	-	-	-	\$1,687,750
<b>TOTAL</b>		380,235	-	3,375,500	-	-	-	\$3,755,735

**Department:** COMMUNITY SERVICES

**Program:** 7021 Park Planning, Aquis. & Dev.

**Project Description:**

The City owns the 42-acre Grijalva Park site which is being developed in phases. Phase I consisted of an active park with soccer fields, a tot lot, and a small activity room. In 2005, a Grijalva Park Master Plan was developed for the remaining 27 acres which included a sports center/gymnasium, skate park, amphitheater, additional restrooms, picnic facilities, an aquatics center, and additional parking. In 2011, the Sports Center at Grijalva Park was opened, along with adjacent parking. Nine acres remained undeveloped. In 2019, City Council gave their support for four community partners to fundraise to develop the vacant property. Amenities may include a skate park, aquatics center, arts theater, and community/library/senior center. Additional planning and site testing may be required, as the City explores these partnership opportunities.

####

General Plan Element: Natural Resources  
 Estimated Completion Date: June 2021  
 Environmental Status: Mitigated Negative Dec.

Fund Description	Carryover	20-21	21-22	22-23	23-24	24-25	Total
510 Park Acquisition (Infill)	100,000	-	-	-	-	-	\$100,000
<b>TOTAL</b>	100,000	-	-	-	-	-	\$100,000



# Grijalva Gym Flooring Replacement

Project 20369

**Department:** COMMUNITY SERVICES

**Program:** 7021 Park Planning, Aquis. & Dev.

**Project Description:**

This project is to replace the hardwood floors of the Grijalva Park Sports Center Gymnasium and Dance Room. The flooring has been in place since the opening of the Sports Center in 2011. Over time, once the flooring has been sanded twice, it can no longer sustain sanding and requires complete replacement. The floor will be evaluated for replacement in FY 24 to ensure playability and safety.

####

General Plan Element: Natural Resources  
 Estimated Completion Date: June 2025  
 Environmental Status: Categorical Exemption

Fund Description	Carryover	20-21	21-22	22-23	23-24	24-25	Total
510 Park Acquisition (Infill)	-	-	-	-	-	202,000	\$202,000
<b>TOTAL</b>	-	-	-	-	-	202,000	\$202,000



# Handy Park Maintenance Renovation

Project 20370

**Department:** COMMUNITY SERVICES

**Program:** 7021 Park Planning, Aquis. & Dev.

**Project Description:**

Handy Park currently has an existing modular building that is heavily used and in need of replacement. While resources are currently being dedicated to keep it functional, the structure is beyond its useful life. This project will involve replacement of the existing building with a pre-fabricated concrete masonry building to match existing park structures and replacement of the picnic shelter. It will also include parking lot rehabilitation to include development of a Water Quality Management Plan, sidewalk improvement for ADA access, new parking lot lighting and landscape upgrades. If funds are available, the installation of shade sails over the existing ball field one bleachers will be considered.

####

General Plan Element: Natural Resources  
Estimated Completion Date: October 2021  
Environmental Status: Categorical Exemption

<b>Fund Description</b>	<b>Carryover</b>	<b>20-21</b>	<b>21-22</b>	<b>22-23</b>	<b>23-24</b>	<b>24-25</b>	<b>Total</b>
510 Park Acquisition (Infill)	1,089,890	800,000	-	-	-	-	\$1,889,890
<b>TOTAL</b>	1,089,890	800,000	-	-	-	-	\$1,889,890

**Department:** COMMUNITY SERVICES

**Program:** 7021 Park Planning, Aquis. & Dev.

**Project Description:**

This project would involve evaluation, design, and installation of new LED lighting at El Camino Real Park tennis courts. There are currently six tennis courts with light fixtures that dimly light the courts and are in need of replacement. The lighting improvements would benefit the many users who frequent the courts in the evening time and also provide potential utility cost savings. If alternate funding becomes available through grants or rebate programs, those funds will be used in lieu of the Park Acquisition (Infill) or Quimby funds.

####

General Plan Element: Natural Resources  
 Estimated Completion Date: June 2021  
 Environmental Status: Categorical Exemption

<b>Fund Description</b>	<b>Carryover</b>	<b>20-21</b>	<b>21-22</b>	<b>22-23</b>	<b>23-24</b>	<b>24-25</b>	<b>Total</b>
510 Park Acquisition (Infill)	-	205,000	-	-	-	-	\$205,000
<b>TOTAL</b>	-	205,000	-	-	-	-	\$205,000

**Department:** COMMUNITY SERVICES

**Program:** 7024 Landscape Maintenance Districts

**Project Description:**

The existing pedestrian bridge located in the Del Rio Community Facility District is aging and in need of replacement to ensure structural integrity. The current design involves removal of the existing footbridge and associated footings and installation of new steel structured bridge.

####

General Plan Element: Natural Resources  
 Estimated Completion Date: December 2020  
 Environmental Status: Categorical Exemption

Fund Description		Carryover	20-21	21-22	22-23	23-24	24-25	Total
294	Del Rio Landscape Maintenance District	203,000	-	-	-	-	-	\$203,000
<b>TOTAL</b>		203,000	-	-	-	-	-	\$203,000



# Hart Park Energy Efficiency Improvements

Project 20434

**Department:** COMMUNITY SERVICES

**Program:** 7021 Park Planning, Aquis. & Dev.

## Project Description:

In an effort to accomplish maximum energy efficiency and utility cost savings, the City has partnered with Southern California Regional Energy Network (SoCalREN) to audit city parks and facilities. An audit was performed at Hart Park in July 2019, and the project recommendations were provided as a result of an energy audit. The project will include replacement of existing non-LED area lighting, interior linear lighting, and interior miscellaneous lighting with equivalent LED retrofit kits, lamps, and tubes. Additional recommendations include installation of HVAC window unit occupancy sensors in the maintenance garage, which will be installed as part of this project. Based on initial analysis provided by SoCalREN, the return on investment from energy savings would be five years, respectively.

####

General Plan Element: Natural Resources  
Estimated Completion Date: June 2021  
Environmental Status: Categorical Exemption

Fund Description	Carryover	20-21	21-22	22-23	23-24	24-25	Total
510 Park Acquisition (Infill)	-	65,000	-	-	-	-	\$65,000
<b>TOTAL</b>	-	65,000	-	-	-	-	\$65,000

**Department:** COMMUNITY SERVICES

**Program:** 7021 Park Planning, Aquis. & Dev.

**Project Description:**

Olive Park is an 8.02-acre property and was acquired in 1975. The park features a community building, which can accommodate up to 75 guests and is reservable for private functions. In FY 19, there were 130 bookings, servicing approximately 8,000 park visitors. The facility's popularity is due in part to its kitchen, which has not been updated since its original construction. Due to its age and heavy use, the kitchen is in need of an update. The project scope includes resurfacing the cabinets, replacing the countertops, floor replacement, and painting.

####

General Plan Element: Natural Resources  
 Estimated Completion Date: June 2021  
 Environmental Status: Categorical Exemption

Fund Description	Carryover	20-21	21-22	22-23	23-24	24-25	Total
510 Park Acquisition (Infill)	-	50,000	-	-	-	-	\$50,000
<b>TOTAL</b>	-	50,000	-	-	-	-	\$50,000



# Hart Park Sports Field Lighting

Project 20436

**Department:** COMMUNITY SERVICES

**Program:** 7021 Park Planning, Aquis. & Dev.

### Project Description:

In an effort to accomplish maximum energy efficiency, the City has partnered with Southern California Regional Energy Network (SoCalREN) to audit city parks and facilities. As a result of an audit performed at Hart Park in July 2019, it was recommended to replace all outdoor sports field and some exterior lighting, to include lighting at the volleyball court, tennis court, terrace, baseball Field 2, and the exterior dining area. Field 1 will be replaced as a part of the improvements through the Hart Park Ball Field Improvement project (30133). This project would involve replacement of the existing HID field lighting with equivalent LED fixtures. Once completed, there will be substantial energy savings and a decrease in annual utility costs estimated in the amount of \$45,000 to the City's general fund, providing for a twenty year return on investment with improved sports field lighting.

####

General Plan Element: Natural Resources  
Estimated Completion Date: June 2022  
Environmental Status: Categorical Exemption

Fund Description	Carryover	20-21	21-22	22-23	23-24	24-25	Total
510 Park Acquisition (Infill)	-	-	900,000	-	-	-	\$900,000
<b>TOTAL</b>	-	-	900,000	-	-	-	\$900,000

**Department:** COMMUNITY SERVICES

**Program:** 7021 Park Planning, Aquis. & Dev.

**Project Description:**

Park monument signs are identifiers and assist the public and safety personnel with locating City parks. These signs provide Fire and Police departments, as well as residents, with the ability to easily identify park addresses and are lit to assist with visibility at night. Due to age and in some instances, vandalism, there are some City park monument signs that have been damaged or removed. Additionally, park regulatory signage will be evaluated and installed as needed. Regulatory signs are utilized to notify patrons of the Orange Municipal Code and are used by the Police Department to assist with enforcement regulation. After initial evaluation, monument signs at the following park locations need to be replaced: Eisenhower, El Modena, Hart, and La Veta Parks. Design, involving the selection on type of sign according to the City's Policy for the Standardization of Park Signage, as well as location of footings, will occur in FY 21. Construction will be completed in FY 22.

####

General Plan Element: Natural Resources  
 Estimated Completion Date: June 2022  
 Environmental Status: Categorical Exemption

<b>Fund Description</b>	<b>Carryover</b>	<b>20-21</b>	<b>21-22</b>	<b>22-23</b>	<b>23-24</b>	<b>24-25</b>	<b>Total</b>
510 Park Acquisition (Infill)	-	100,000	255,000	-	-	-	\$355,000
<b>TOTAL</b>	-	100,000	255,000	-	-	-	\$355,000



# El Camino Real Park Exercise Equipment

Project 20438

**Department:** COMMUNITY SERVICES

**Program:** 7021 Park Planning, Aquis. & Dev.

**Project Description:**

Currently there are two parks with exercise equipment, Grijalva and Shaffer Parks. The equipment at these locations are popular and highly used by park patrons. The proposed project will include design and installation of a lighted, shaded exercise equipment station at El Camino Real Park. The installation of the exercise equipment will encourage an active and healthy lifestyle for residents and El Camino Real Park patrons. The project is scheduled to be completed in FY 22.

####

General Plan Element: Natural Resources  
Estimated Completion Date: June 2022  
Environmental Status: Categorical Exemption

Fund Description	Carryover	20-21	21-22	22-23	23-24	24-25	Total
510 Park Acquisition (Infill)	-	-	352,000	-	-	-	\$352,000
<b>TOTAL</b>	-	-	352,000	-	-	-	\$352,000

**Department:** COMMUNITY SERVICES

**Program:** 7021 Park Planning, Aquis. & Dev.

**Project Description:**

The Sports Center at Grijalva Park was constructed and opened to the public in 2011. Since its opening, the Sports Center has continued to host programs such as the adult basketball program, the basketball and pickleball open play sessions, youth sports camps, and numerous recreational classes. In recent years, staff has addressed water infiltration issues as a result of cracks in the exterior wall of the gymnasium in at least two known locations. The wall cracks need to be treated and sealed to waterproof the facility and prevent further water penetration issues.

Additionally, the project would involve removal of the metal trellises that are attached to the building at several locations and were originally designed to support vines to provide an aesthetic enhancement. Unfortunately, the location of the trellises do not allow for enough sunlight to support healthy growing vines. The wall penetrations where the trellises are fastened will require waterproofing after its removal. The project will also include painting of the exterior portion of the facility with the potential to incorporate a decorative element to add to the aesthetic of the building.

####

General Plan Element: Natural Resources  
 Estimated Completion Date: June 2023  
 Environmental Status: Categorical Exemption

Fund Description	Carryover	20-21	21-22	22-23	23-24	24-25	Total
510 Park Acquisition (Infill)	-	-	-	202,000	-	-	\$202,000
<b>TOTAL</b>	-	-	-	202,000	-	-	\$202,000



# Rubberized Tot Lot Surface Replacement

Project 20440

**Department:** COMMUNITY SERVICES

**Program:** 7021 Park Planning, Aquis. & Dev.

**Project Description:**

Tot lot rubberized surfaces are installed to ensure playground safety, allow for ADA accessibility and are an aesthetic asset to park facilities. These surfaces have a longevity of approximately 10 years with proper maintenance and care. This project entails replacement of the rubberized tot lot surface at Serrano Park to provide continued safety for the park tot lot users. The rubberized surface at the tot lot at Serrano Park was installed in 2011, and is due for replacement. This project will be completed in conjunction with the Tot Lot Shade Sail installation at Serrano Park in FY 22 to minimize the amount of time the tot lot will be out of use and for cost efficiency.

####

General Plan Element: Natural Resources  
Estimated Completion Date: June 2022  
Environmental Status: Categorical Exemption

Fund Description	Carryover	20-21	21-22	22-23	23-24	24-25	Total
510 Park Acquisition (Infill)	-	-	42,500	-	-	-	\$42,500
<b>TOTAL</b>	-	-	42,500	-	-	-	\$42,500

**Department:** COMMUNITY SERVICES

**Program:** 7021 Park Planning, Aquis. & Dev.

**Project Description:**

Steve Ambriz Memorial Park has two softball fields, used primarily for the City's adult softball program, as well as reservable space for the public. As part of the maintenance and game preparation of the infield surfaces, each field requires water application and is done so by hand at Steve Ambriz Memorial Park. A more efficient and effective method is to have irrigation on the infield surface to assist with this process. This project would install a separate irrigation controller, referred to as a "coach's switch" allowing activation of the irrigation system electronically, avoiding manual manipulation of the remote control valves. This access will eliminate any issues related to flooding resulting from incomplete valve closures as well as overall efficiency of the maintenance procedures.

####

General Plan Element: Natural Resources  
 Estimated Completion Date: June 2021  
 Environmental Status: Categorical Exemption

Fund Description	Carryover	20-21	21-22	22-23	23-24	24-25	Total
510 Park Acquisition (Infill)	-	21,500	-	-	-	-	\$21,500
<b>TOTAL</b>	-	21,500	-	-	-	-	\$21,500

**Department:** COMMUNITY SERVICES

**Program:** 7021 Park Planning, Aquis. & Dev.

**Project Description:**

There are 17 restroom facilities located in the City's parks, both interior and exterior. Many of these restrooms were last renovated 15 to 20 years ago and are in need of evaluation to ensure the restrooms are functional and attractive space for public use. This project will involve initial evaluation of the current state of all restrooms at City park facilities and renovation of facilities that are no longer functional or are in need of an update in subsequent years. A specific scope will be developed for each restroom building depending on need.

####

General Plan Element: Natural Resources  
 Estimated Completion Date: June 2024  
 Environmental Status: Categorical Exemption

Fund Description	Carryover	20-21	21-22	22-23	23-24	24-25	Total
510 Park Acquisition (Infill)	-	50,000	305,000	305,000	305,000	-	\$965,000
<b>TOTAL</b>	-	50,000	305,000	305,000	305,000	-	\$965,000

**Department:** COMMUNITY SERVICES

**Program:** 7021 Park Planning, Aquis. & Dev.

**Project Description:**

This project will involve removal and replacement of three 4-ton HVAC split system on the Lemon Street building located at Killefer Park. The systems date back to 1978 and are failing due to their age. Installation of new systems will be significantly more efficient and will assist with energy-saving measures.

<b>Fund Description</b>	<b>Carryover</b>	<b>20-21</b>	<b>21-22</b>	<b>22-23</b>	<b>23-24</b>	<b>24-25</b>	<b>Total</b>
510 Park Acquisition (Infill)	-	76,500	-	-	-	-	\$76,500
<b>TOTAL</b>	-	76,500	-	-	-	-	\$76,500



# Santiago Canyon Road Multipurpose Trail

Project 30019

**Department:** COMMUNITY SERVICES

**Program:** 7021 Park Planning, Aquis. & Dev.

**Project Description:**

Construction of a multipurpose trail adjacent to Santiago Canyon Road connecting the existing trail at the reserve neighborhood to Cannon Street. The trail would be constructed of decomposed granite, and would allow for pedestrians, equestrians, and bicycles to travel. Community Services will be seeking grant funding sources for both the design and implementation of the project.

####

General Plan Element: Circulation & Mobility  
 Estimated Completion Date: June 2024  
 Environmental Status: Mitigated Negative Declaration

Fund Description	Carryover	20-21	21-22	22-23	23-24	24-25	Total
550 Reimbursable Capital Projects	-	-	-	75,000	750,000	-	\$825,000
<b>TOTAL</b>	-	-	-	75,000	750,000	-	\$825,000

**Department:** COMMUNITY SERVICES

**Program:** 7021 Park Planning, Aquis. & Dev.

**Project Description:**

More efficient management of the HVAC systems in park facilities will help to reduce energy and staff costs while improving service to the public. Adjustments and monitoring of the Delta Control System can be done remotely allowing for a quick and efficient response, eliminating the need to dispatch a person to the facility. El Camino Real and Steve Ambriz Memorial parks were outfitted with the Delta System in FY 17. The Shaffer Park Delta system was installed during the park renovation in FY 19. The HVAC control system at Handy Park will be addressed as part of the Handy Park Maintenance Renovation project (20370). Olive Park is scheduled to be completed in FY 21. Killefer Park is the will be scheduled in future years.

####

General Plan Element: Natural Resources  
 Estimated Completion Date: December 2020  
 Environmental Status: Categorical Exemption

Fund Description		Carryover	20-21	21-22	22-23	23-24	24-25	Total
511	Park Acquisition & Development (Quimb	115	20,000	-	-	-	-	\$20,115
<b>TOTAL</b>		115	20,000	-	-	-	-	\$20,115

**Department:** COMMUNITY SERVICES

**Program:** 7021 Park Planning, Aquis. & Dev.

**Project Description:**

Calsense is a weather based irrigation system that is managed remotely, providing the ability to deliver irrigation more efficiently and reducing water consumption. The long-term plan is for all City landscapes to be managed by a Calsense system. Successful installations so far were completed as follows:

- FY 16 at Eisenhower, Olive, Hart, and Pitcher Parks
- FY 17 at Serrano, Santiago Hills, Barrera, and Belmont Parks
- FY 18 at Yorba Park
- FY 19 at Shaffer Park
- FY 20 at Depot, Killefer, Handy, and Plaza Parks and the El Modena Basin

McPherson will be completed in FY 21 and will be the last park facility to be upgraded with the CalSense system. If alternate funding becomes available through grants or other opportunities, such as the Metropolitan Water District rebate, those funds will be used rather than the Park Acquisition (infill) or Quimby funds.

####

General Plan Element: Natural Resources  
 Estimated Completion Date: June 2021  
 Environmental Status: Categorical Exemption

<b>Fund Description</b>	<b>Carryover</b>	<b>20-21</b>	<b>21-22</b>	<b>22-23</b>	<b>23-24</b>	<b>24-25</b>	<b>Total</b>
510 Park Acquisition (Infill)	112,673	30,000	-	-	-	-	\$142,673
<b>TOTAL</b>	112,673	30,000	-	-	-	-	\$142,673

**Department:** COMMUNITY SERVICES

**Program:** 7021 Park Planning, Aquis. & Dev.

**Project Description:**

El Modena Park was constructed in the early 1970's and several amenities are in need of repair in order to maintain a safe and functional park environment for patrons. A phased maintenance renovation over the next three years will include field renovation, irrigation improvements, asphalt, concrete, and drainage repairs to include the parking lots. Future maintenance projects will be identified in later years and prioritized as funding from the El Modena Cell Tower lease revenue is available.

####

General Plan Element: Natural Resources  
 Estimated Completion Date: Ongoing  
 Environmental Status: Negative Declaration

Fund Description		Carryover	20-21	21-22	22-23	23-24	24-25	Total
512	El Modena Park Facility - Cell Tower Fe	363,092	275,000	-	-	-	-	\$638,092
<b>TOTAL</b>		363,092	275,000	-	-	-	-	\$638,092

**Department:** COMMUNITY SERVICES

**Program:** 7021 Park Planning, Aquis. & Dev.

**Project Description:**

The asphalt pavements in the parks are in various stages of degradation and will require protective measures over the next several years. Some lots require complete removal and replacement of asphalt pavement, some can be ground down and capped with new asphalt, and other lots require slurry coating and new striping to protect them from further degradation. Lots were prioritized according to condition. Killefer parking lot was renovated in FY 17. Parking lots at Eisenhower and El Camino Parks were rehabilitated in FY 19. Parking lots at Olive Park and portions of Grijalva Park will be completed in FY 21. The parking lot at Handy Park has been incorporated into the Handy Park Maintenance Renovation project. The project will be ongoing and future locations will be identified through site evaluations in later years.

####

General Plan Element: Natural Resources  
 Estimated Completion Date: Ongoing  
 Environmental Status: Categorical Exemption

Fund Description	Carryover	20-21	21-22	22-23	23-24	24-25	Total
510 Park Acquisition (Infill)	567,269	-	-	-	-	-	\$567,269
<b>TOTAL</b>	567,269	-	-	-	-	-	\$567,269

**Department:** COMMUNITY SERVICES

**Program:** 7021 Park Planning, Aquis. & Dev.

**Project Description:**

The electrical distribution equipment and protective enclosures at Killefer Park and the McPherson Athletic Center are deteriorating due to age and water intrusion. The electrical panel at Killefer supports all internal and external park facilities that support all park programming, and the Friendly Center. The electrical panel at McPherson Athletic Center services the little league snack bar, restrooms, area and parking lighting, and irrigation controls. While these panels are still currently functioning, extensive maintenance and repairs continue to be done but is no longer economically practical or reasonable. In an effort to ensure the safety and functionality of these park facilities, it is recommended that full replacement of the panel be completed. Design work was completed in FY 20 and construction will be completed in FY 21.

####

General Plan Element: Natural Resources  
 Estimated Completion Date: June 2021  
 Environmental Status: Categorical Exemption

Fund Description	Carryover	20-21	21-22	22-23	23-24	24-25	Total
510 Park Acquisition (Infill)	16,300	180,000	-	-	-	-	\$196,300
<b>TOTAL</b>	16,300	180,000	-	-	-	-	\$196,300



# Hart Park Field Improvements

Project 30133

**Department:** COMMUNITY SERVICES

**Program:** 7021 Park Planning, Aquis. & Dev.

**Project Description:**

Located at Hart Park, Diamond 1 is used as a collegiate-level playing baseball field. Currently, the City partners with Chapman University and Orange Lutheran High School to maintain this premier field. Installation of ball field netting along the first and third base foul lines will protect the perimeter from foul balls, as its location abuts a neighborhood. The City will work with Chapman University to design fencing and netting for this field. Additionally, the field lighting will be updated as a part of the overall improvements. The City will manage and oversee the project and will allocate the total amount of the project cost once a scope is identified. The City will work with the two regular users for reimbursement per percentage of use, to be negotiated before award.

####

General Plan Element: Natural Resources  
 Estimated Completion Date: June 2021  
 Environmental Status: Categorical Exemption

Fund Description		Carryover	20-21	21-22	22-23	23-24	24-25	Total
510	Park Acquisition (Infill)	-	250,000	-	-	-	-	\$250,000
550	Reimbursable Capital Projects	-	500,000	-	-	-	-	\$500,000
<b>TOTAL</b>		-	750,000	-	-	-	-	\$750,000

**Department:** ECONOMIC DEVELOPMENT

**Program:** 9810 Rda Administration & Operations

**Project Description:**

Establish Business Development Programs to support property improvements, including the Business Enhancement Support Team (BEST) outreach to support business development activities, way finding directional signage in Old Towne, and other business development tools and technology.

####

General Plan Element: Economic Development  
 Estimated Completion Date: June 2022  
 Environmental Status: Not Applicable

Fund Description		Carryover	20-21	21-22	22-23	23-24	24-25	Total
951	City Trf: Tustin Project-Taxable Bonds	103,385	-	-	-	-	-	\$103,385
952	City Trf: Nw & Sw Merged 2003 Txbl Bo	145,000	-	-	-	-	-	\$145,000
<b>TOTAL</b>		248,385	-	-	-	-	-	\$248,385

**Department:** ECONOMIC DEVELOPMENT

**Program:** 9810 Rda Administration & Operations

**Project Description:**

In October 2014, the State Department of Finance approved a Bond Proceeds Funding Agreement in which the remaining redevelopment bond proceeds were approved for transfer to the City during the ROPS 14-15B period. This Agreement authorizes the City to expend the redevelopment bond proceeds in a manner that is consistent with the original bond covenants and of benefit to the Orange Merged and Amended Redevelopment Project Area, including a parking structure.

####

General Plan Element: Economic Development

Estimated Completion Date: June 2022

Environmental Status: Not Applicable

Fund Description		Carryover	20-21	21-22	22-23	23-24	24-25	Total
951	City Trf: Tustin Project-Taxable Bonds	1,000,000	-	-	-	-	-	\$1,000,000
952	City Trf: Nw & Sw Merged 2003 Txbl Bo	1,500,000	-	-	-	-	-	\$1,500,000
953	City Trf: Nw & Sw Merged 2003 Tax Exe	370,000	-	-	-	-	-	\$370,000
954	City Trf: Merged 2008 Tax Exempt Bond	-	-	-	-	-	-	-
<b>TOTAL</b>		2,870,000	-	-	-	-	-	\$2,870,000

**Department:** FINANCE DEPARTMENT

**Program:** 1222 Utility Billing

**Project Description:**

After ten years, the Utility Billing software was upgraded in FY17. This initial investment represented one phase of the needed and ongoing upgrades. Phase two will cover costs in updating the current mCare (mobile work order system), and converting eCare to Customer Connect, a web interface with the new Utility Billing software. The project costs entail: converting old data to the new platform, training, replacement of hardware, and technical services from the provider.

####

General Plan Element: Infrastructure  
 Estimated Completion Date: June 2020  
 Environmental Status: Not Applicable

Fund Description		Carryover	20-21	21-22	22-23	23-24	24-25	Total
220	Sanitation And Sewer	24,936	-	-	-	-	-	\$24,936
600	Water	22,373	-	-	-	-	-	\$22,373
<b>TOTAL</b>		47,310	-	-	-	-	-	\$47,310



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**Department:** FIRE

**Program:** 3021 Fire Suppression

**Project Description:**

The Opticom Traffic Pre-emption project involves the purchase and installation of traffic signal pre-emption equipment on the City's major roadways, intersections, and fire apparatus. Pre-emption equipment installed on fire apparatus triggers the associated equipment within traffic signals to control signal lights for oncoming fire apparatus right-of-way during code 3 responses. The first step of the project was completed and included the installation of infrared technology in all signals along Chapman Avenue and 23 Fire Department vehicles. Additional installations were performed for select signals on Chapman, Tustin, Main, Katella, Glassell, Batavia, Collins, State College/City Drive, Lincoln and Santiago. Pre-emption equipment installations are coordinated with Public Works and the Traffic Division during scheduled improvements to intersections. The second step of the project was completed and involved the installation and retrofit of updated global positioning system (GPS) signal pre-emption equipment. This equipment activates signal pre-emption based on estimated time of arrival or distance by fire apparatus which prioritizes right-of-way during multiple unit responses. Approximately three signals are retrofitted annually as an ongoing project at a cost of \$35,000.

####

General Plan Element: Public Safety  
 Estimated Completion Date: Ongoing  
 Environmental Status: Categorical Exemption

Fund Description		Carryover	20-21	21-22	22-23	23-24	24-25	Total
560	Fire Facility Fee Districts All Com 6/07	22	35,000	35,000	35,000	35,000	35,000	\$175,022
<b>TOTAL</b>		22	35,000	35,000	35,000	35,000	35,000	\$175,022

**Department:** FIRE

**Program:** 3021 Fire Suppression

**Project Description:**

Replacement program for body armor and supplemental associated equipment. Fire Department body armor consists of a ballistic style protective helmet and a chest-worn ballistic body vest. The project objective is to provide fire suppression personnel with body armor and supporting equipment during "active shooter" and "civil disturbance" type responses. As part of this program, ballistic helmets were purchased in FY 15 along with supplemental individual first aid kits (IFAK). The IFAK equipment is required per the Orange County Annex Plan. Body vest equipment has a useful life of seven years. The ballistic body vest equipment was replaced in FY 19. The Fire Department used UASI Grant funds to offset the costs of purchasing new body armor.

####

General Plan Element: Public Safety  
Estimated Completion Date: Ongoing  
Environmental Status: Not Applicable

<b>Fund Description</b>	<b>Carryover</b>	<b>20-21</b>	<b>21-22</b>	<b>22-23</b>	<b>23-24</b>	<b>24-25</b>	<b>Total</b>
500 Capital Projects	55,862	-	-	-	-	55,862	\$111,724
<b>TOTAL</b>	55,862	-	-	-	-	55,862	\$111,724

**Department:** FIRE

**Program:** 3021 Fire Suppression

**Project Description:**

Six-year replacement program for Thermal Imaging Cameras (TIC). The project objective is to maintain a reliable and serviceable stock of TICs in the Fire Department. Useful life of current TICs is six years. The new cameras replace the older units, which after repairs over the years gradually lose their effectiveness. In some cases, the needed parts for repairs are no longer supported by the manufacturer. The Fire Department purchased new TICs in 2018.

####

General Plan Element: Public Safety  
 Estimated Completion Date: Ongoing  
 Environmental Status: Not Applicable

Fund Description		Carryover	20-21	21-22	22-23	23-24	24-25	Total
500	Capital Projects	8,787	-	-	-	-	-	\$8,787
560	Fire Facility Fee Districts All Com 6/07	77,347	-	-	-	-	250,000	\$327,347
<b>TOTAL</b>		86,134	-	-	-	-	250,000	\$336,134

**Department:** FIRE

**Program:** 3021 Fire Suppression

**Project Description:**

Replace 32 mobile data computers (MDC) every three years. MDC technology is continuously being improved and updated. MDCs require periodic replacement in order to maintain compatibility with dispatch centers, Automatic Vehicle Locator (AVL), and portable notebooks. The MDC equipment was replaced in FY 20.

####

General Plan Element: Public Safety  
 Estimated Completion Date: Ongoing  
 Environmental Status: Not Applicable

Fund Description		Carryover	20-21	21-22	22-23	23-24	24-25	Total
560	Fire Facility Fee Districts All Com 6/07	80	-	-	119,000	-	-	\$119,080
790	Computer Replacement	15,934	-	-	119,000	-	-	\$134,934
<b>TOTAL</b>		16,014	-	-	238,000	-	-	\$254,014

**Department:** FIRE

**Program:** 3021 Fire Suppression

**Project Description:**

Purchase 105 Self Contained Breathing Apparatus (SCBA) harnesses and associated equipment. The Fire Department embraces national firefighting safety standards set forth by the National Fire Protection Association (NFPA). SCBA are used to provide firefighter safety during fire attack, search, rescue, and other emergencies involving Immediately Dangerous to Life and Health environments. This proposed equipment has a 10-year life expectancy. New SCBA equipment was purchased in FY 20.

####

General Plan Element: Public Safety  
 Estimated Completion Date: Ongoing  
 Environmental Status: Not Applicable

Fund Description	Carryover	20-21	21-22	22-23	23-24	24-25	Total
560 Fire Facility Fee Districts All Com 6/07	210,249	-	-	-	-	-	\$210,249
<b>TOTAL</b>	210,249	-	-	-	-	-	\$210,249

**Department:** FIRE

**Program:** 3022 Paramedics

**Project Description:**

Purchase ten Autopulse Automatic Chest Compression Devices (ACCD) and provide replacement of ACCDs every five years thereafter. The project objective is to maintain a reliable and serviceable stock of ACCDs in the Fire Department and adhere to OCEMS Policy #325.00, which would increase the number of ACCDs from five to ten and redistributed from the four rescue ambulances to the seven engines and two trucks. Useful life of current ACCDs is five years. The new machines replace the older units, which after repairs over the years gradually lose their effectiveness. In some cases, the needed parts for repairs are no longer supported by the manufacturer. The last replacement of ACCD equipment was in FY 15.

####

General Plan Element: Public Safety  
 Estimated Completion Date: Ongoing  
 Environmental Status: Not Applicable

Fund Description	Carryover	20-21	21-22	22-23	23-24	24-25	Total
120 Prop 172	-	150,000	-	-	-	-	\$150,000
<b>TOTAL</b>	-	150,000	-	-	-	-	\$150,000

**Department:** FIRE

**Program:** 3021 Fire Suppression

**Project Description:**

Purchase turnout safety gear for up to 25 new recruit firefighters in FY 21 and FY 22. There are currently 22 Fire Department personnel who are over the age of 50 and have 30 years of service. There are an additional 19 Fire Department personnel who will turn 50 years old within the next two years. Due to the large number of anticipated retirements within the next few years, there is a need to budget for the increased costs of safety gear that are issued to new recruit firefighters. The current operating budget can support the costs of approximately five new hires per year. The average cost of safety gear is \$8,500 per person. This project also provides the funding to replace turnouts for 108 fire suppression personnel and seven administrative staff members as they become damaged or have reached their life expectancy of ten years. It also provides funding for annual cleaning and inspection of 230 sets of turnout gear in accordance with NFPA 1851 standards. In FY 16, the Fire Department purchased 43 sets of secondary turnout gear for one shift of 36 fire suppression personnel and seven administrative staff. In addition, 36 sets of turnouts were purchased in FY 17, and 36 sets of turnouts were purchased in FY 18. Ongoing annual maintenance and inspection costs of approximately \$15,000 are already included as part of the operating budget. The replacement cycle will resume in FY 22 and FY 23 to capture existing turnout equipment expiration dates with an estimated 15-20% increase.

#####

General Plan Element: Public Safety  
 Estimated Completion Date: Ongoing  
 Environmental Status: Not Applicable

Fund Description	Carryover	20-21	21-22	22-23	23-24	24-25	Total
560 Fire Facility Fee Districts All Com 6/07	-	100,000	140,000	90,000	90,000	-	\$420,000
<b>TOTAL</b>	-	100,000	140,000	90,000	90,000	-	\$420,000



# WMD-DuoDote Autoinjector Replacement

Project 20169

**Department:** FIRE

**Program:** 3022 Paramedics

**Project Description:**

Establish a two-year replacement program for Weapons of Mass Destruction (WMD) auto injectors. These personal syringe-like devices are pre-filled with medication used to combat the effects of chemical, biological, radiological, and nuclear weapons commonly used in terrorist attacks. Auto injectors are used throughout the country to protect public safety personnel. The current expiration date for all Fire Department auto injectors is December 2020.

####

General Plan Element: Public Safety  
 Estimated Completion Date: Ongoing  
 Environmental Status: Not Applicable

Fund Description		Carryover	20-21	21-22	22-23	23-24	24-25	Total
500	Capital Projects	13,500	13,500	-	30,500	-	30,500	\$88,000
<b>TOTAL</b>		13,500	13,500	-	30,500	-	30,500	\$88,000

**Department:** FIRE

**Program:** 3022 Paramedics

**Project Description:**

Establish a two-year replacement program for Emergency Medical Services (EMS) Electronic Patient Care Report (EPCR) iPads. The Fire Department currently has 55 iPads equipped with cellular activation to be used for gathering real-time patient data in the field. ePCR equipment was implemented on January 1, 2012 according to the Health Insurance Portability and Accountability Act (HIPAA) and Department of Health and Human Services (HHS) National Standards and mandatory requirements. iPads, protective cases, vehicle chargers and keyboard equipment were replaced in FY 19.

#####

General Plan Element: Public Safety  
 Estimated Completion Date: Ongoing  
 Environmental Status: Not Applicable

Fund Description	Carryover	20-21	21-22	22-23	23-24	24-25	Total
560 Fire Facility Fee Districts All Com 6/07	5,580	58,200	-	62,000	-	62,000	\$187,780
<b>TOTAL</b>	5,580	58,200	-	62,000	-	62,000	\$187,780

**Department:** FIRE

**Program:** 3021 Fire Suppression

**Project Description:**

The Fire Station Maintenance project provides funding to address maintenance issues which go beyond current replacement capacities. This project establishes funding to replace aging HVAC units, duct work, thermostats and other climate control measures to improve facility efficiency. This project also provides funding for painting and exterior repair to Fire Department buildings to provide protection from weather. Following the 2016 Facilities Condition Assessment Report, many fire stations have been in need of new carpet, flooring, electrical, and plumbing improvements. In some cases carpeting and flooring has become permanently damaged due to water leaks.

####

General Plan Element: Public Safety  
 Estimated Completion Date: Ongoing  
 Environmental Status: Categorical Exemption

<b>Fund Description</b>	<b>Carryover</b>	<b>20-21</b>	<b>21-22</b>	<b>22-23</b>	<b>23-24</b>	<b>24-25</b>	<b>Total</b>
560 Fire Facility Fee Districts All Com 6/07	255,391	-	50,000	-	50,000	-	\$355,391
<b>TOTAL</b>	255,391	-	50,000	-	50,000	-	\$355,391

**Department:** FIRE

**Program:** 3021 Fire Suppression

**Project Description:**

This project will establish funding to replace four sets of aging vehicle extrication power rescue tools. The project objective is to maintain a reliable and serviceable stock of vehicle extrication rescue tools in the Fire Department. Ten years is the reasonable life expectancy of these tools as long as adequate servicing has been conducted. The Fire Department currently maintains and operates four sets of vehicle extrication rescue tools for each of the two front line trucks, one front line Urban Search and Rescue unit, and one reserve truck. Three sets of vehicle extrication tools were purchased in 2019. The fourth set will reach its service life in 2024. The approximate cost for each set of vehicle extrication rescue tools is \$65,000.

####

General Plan Element: Public Safety  
 Estimated Completion Date: Ongoing  
 Environmental Status: Statutory Exemption

Fund Description		Carryover	20-21	21-22	22-23	23-24	24-25	Total
560	Fire Facility Fee Districts All Com 6/07	3,829	-	-	-	65,000	-	\$68,829
<b>TOTAL</b>		3,829	-	-	-	65,000	-	\$68,829

**Department:** FIRE

**Program:** 3021 Fire Suppression

**Project Description:**

The intention of this CIP is to combine two existing CIP projects into one (Defibrillator Replacment - Project 20106 and A.E.D. Monitor and Battery Replacement - Project 30072). This project replaces 20 Paramedic cardiac defibrillators every five years. The current units in service were purchased in 2015. Cardiac defibrillators, AEDs and batteries require annual testing and calibration by the manufacturer to assure proper function. Using properly maintained units protects the Fire Department, and ultimately the City, from potential litigation. When a unit extends beyond its useful life, it becomes increasingly difficult and cost prohibitive to have the unit tested and calibrated by the manufacturer. In some cases manufacturer support is not available.

####

General Plan Element: Public Safety  
 Estimated Completion Date: Ongoing  
 Environmental Status: Not Applicable

Fund Description	Carryover	20-21	21-22	22-23	23-24	24-25	Total
560 Fire Facility Fee Districts All Com 6/07	-	700,000	-	-	-	-	\$700,000
<b>TOTAL</b>	-	700,000	-	-	-	-	\$700,000

**Department:** FIRE

**Program:** 3021 Fire Suppression

**Project Description:**

This project will establish funding for the design and construction of a permanent facility for Fire Station 1 and Headquarters, which serves the portion of the city within a two-mile radius of the Old Towne Plaza. The purpose of this facility is to provide increased emergency service response to the Old Towne area, the immediate surrounding area, and to the general population of the City of Orange. This new facility will be designed to accommodate both Fire Station 1 and Fire Headquarters. Fire Headquarters is comprised of Fire Department management, operations, administration, and Fire Marshal staff. The project will be designed to allow Fire Station No. 1 and the Headquarters component to be constructed as a single phase. Based on the standards of coverage, it has been determined that the best location to accommodate a new Fire Station 1 and Headquarters is the 1.5 acre, City-owned, property that is located in the southeast corner of the intersection of Chapman Avenue and Water Street in the City of Orange. The total cost of the project, including construction, is estimated at \$34.4 million. A combination of existing City and bond funding will be used to fund the project.

####

General Plan Element: Public Safety  
 Estimated Completion Date: June 2023  
 Environmental Status: Mitigated Negative Declaration

Fund Description		Carryover	20-21	21-22	22-23	23-24	24-25	Total
550	Reimbursable Capital Projects	-	31,492,418	-	-	-	-	\$31,492,418
954	City Trf: Merged 2008 Tax Exempt Bond	1,255,633	-	-	-	-	-	\$1,255,633
<b>TOTAL</b>		1,255,633	31,492,418	-	-	-	-	\$32,748,051



# Powered Air-Purifying Respirator Battery & Filter Rep.

Project 20450

**Department:** FIRE

**Program:** 3021 Fire Suppression

**Project Description:**

Replace powered air-purifying respirator (PAPR) batteries and filters every ten years. PAPRs are used to provide respiratory protection for first responders in chemical, biological, radiological, and nuclear environments. There are 82 PAPR units assigned to all front line and reserve apparatus. The useful life for the PAPR battery packs and filter canisters is ten years. The current inventory of battery packs and filter canisters is over ten years old.

####

General Plan Element: Public Safety  
Estimated Completion Date: Ongoing  
Environmental Status: Not Applicable

Fund Description	Carryover	20-21	21-22	22-23	23-24	24-25	Total
560 Fire Facility Fee Districts All Com 6/07	-	20,000	-	-	-	-	\$20,000
<b>TOTAL</b>	-	20,000	-	-	-	-	\$20,000



# Wellness Equipment Replacement

Project 30032

**Department:** FIRE

**Program:** 3021 Fire Suppression

**Project Description:**

The Orange Fire Department (OFD) currently embraces the International Association of Fire Chiefs (IAFC) sponsored wellness program, so as to provide for a stronger and more physically fit workforce, in order to deliver service that ensure public safety. In order to be successful with this program, wellness equipment is provided at each of the eight fire stations. In an effort to maintain the effectiveness of this wellness program it is necessary to initiate a long term replacement plan, due to the significant amount of time and money spent repairing the current inventory. Additionally, some of the machines are aged to a point to where it is impossible to find replacement parts. Aging wellness equipment was replaced at Fire Stations 3 and 4 in FY 17 and Fire Stations 5 and 6 in FY 19. The replacement of aging wellness equipment for Fire Stations 7 and 8 will occur in FY 21. This project will be ongoing based on equipment needs at each station.

####

General Plan Element: Public Safety  
 Estimated Completion Date: Ongoing  
 Environmental Status: Categorical Exemption

Fund Description		Carryover	20-21	21-22	22-23	23-24	24-25	Total
560	Fire Facility Fee Districts All Com 6/07	2,662	40,000	-	45,000	-	45,000	\$132,662
<b>TOTAL</b>		2,662	40,000	-	45,000	-	45,000	\$132,662



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**Department:** INFORMATION MANAGEMENT

**Program:** 7021 Park Planning, Aquis. & Dev.

**Project Description:**

This project will replace outdated flash cameras with video surveillance systems at several park locations. These sophisticated systems will continue to deter ongoing illegal activities such as graffiti, general vandalism, criminal activity, park hour violations, campfire, and overnight camping. Video surveillance systems have been installed at Hart, Shaffer, and Yorba Parks, and the Sports Center at Grijalva Park. Cameras are scheduled to be installed at El Camino Park in FY 20. For FY 21, Cameras are anticipated for Handy Park in conjunction with Handy Park design activities. The project will be ongoing and future locations will be identified dependent upon the ability to connect park sites to the city's wi-fi network.

####

General Plan Element: Public Safety  
 Estimated Completion Date: Ongoing  
 Environmental Status: Categorical Exemption

Fund Description	Carryover	20-21	21-22	22-23	23-24	24-25	Total
510 Park Acquisition (Infill)	100,946	75,000	-	-	-	-	\$175,946
<b>TOTAL</b>	100,946	75,000	-	-	-	-	\$175,946

**Department:** INFORMATION MANAGEMENT

**Program:** 1601 Information Management Services

**Project Description:**

The migration to the ESRI Local Government Information Model (LGIM) is done through the ERSI Enterprise Advantage Program (EEAP). The EEAP is a flexible framework to help the City reach its vision of adopting ArcGIS to meet objectives of several departments, including Public Works, Community Development, Community Services, Fire, and Police. The program provides consulting services, proactive technical advisory, annual planning/review meetings, a collaboratively developed technical work plan, participation in community technology webcasts as well as access to premium technical support and training. By migrating to the LGIM, many different City applications will be able to leverage the powerful ArcGIS platform.

####

General Plan Element: Land/Infra/ED/Safety  
 Estimated Completion Date: June 2022  
 Environmental Status: Not Applicable

Fund Description		Carryover	20-21	21-22	22-23	23-24	24-25	Total
790	Computer Replacement	47,000	3,000	50,000	50,000	50,000	50,000	\$250,000
<b>TOTAL</b>		47,000	3,000	50,000	50,000	50,000	50,000	\$250,000

**Department:** INFORMATION MANAGEMENT

**Program:** 1601 Information Management Services

**Project Description:**

The KACE appliance is useful at the Civic Center for helpdesk management, IT asset inventory management, software distribution, and software license management. This initiative is for licensing and professional services to expand the use of this product at the Police Department facility.

####

General Plan Element: Public Safety  
 Estimated Completion Date: June 2021  
 Environmental Status: Categorical Exemption

<b>Fund Description</b>	<b>Carryover</b>	<b>20-21</b>	<b>21-22</b>	<b>22-23</b>	<b>23-24</b>	<b>24-25</b>	<b>Total</b>
790 Computer Replacement	25,000	-	-	-	-	-	\$25,000
<b>TOTAL</b>	25,000	-	-	-	-	-	\$25,000



# Server Refreshes / memory expansion

Project 20278

**Department:** INFORMATION MANAGEMENT

**Program:** 1601 Information Management Services

**Project Description:**

This project provides for replacement of the eight aged servers and expansion of memory of the server environment. An accumulation of funds are sought in order to replace Virtual Machine (VM) servers by 2024.

####

General Plan Element: Public Safety Infrastructure

Estimated Completion Date: June 2024

Environmental Status: Not Applicable

Fund Description		Carryover	20-21	21-22	22-23	23-24	24-25	Total
790	Computer Replacement	26,144	70,000	70,000	70,000	35,000	35,000	\$306,144
<b>TOTAL</b>		26,144	70,000	70,000	70,000	35,000	35,000	\$306,144

# Server Refreshes / memory expansion

**Department:** INFORMATION MANAGEMENT

**Program:** 1601 Information Management Services

**Project Description:**

In FY 17, the City implemented a new SharePoint employee portal site to replace the old intranet. This project provides for professional services for anticipated new and improved uses such as document collaboration, workflow, and further development of the employee portal.

####

General Plan Element: Infrastructure  
 Estimated Completion Date: Ongoing  
 Environmental Status: Not Applicable

Fund Description		Carryover	20-21	21-22	22-23	23-24	24-25	Total
790	Computer Replacement	45,000	-	10,000	10,000	10,000	10,000	\$85,000
<b>TOTAL</b>		45,000	-	10,000	10,000	10,000	10,000	\$85,000



# Misc Op Exp (VoIP enhance)

Project 20281

**Department:** INFORMATION MANAGEMENT

**Program:** 1601 Information Management Services

**Project Description:**

This request is for as-needed small projects and IT capital expenditures. Specific scope and cost will be determined during the budgeted fiscal year. This could include such items as wireless access points, phone handset replacements, desktop application licensing, and data center infrastructure improvements.

####

General Plan Element: Not Applicable  
Estimated Completion Date: Ongoing  
Environmental Status: Categorical Exemption

Fund Description	Carryover	20-21	21-22	22-23	23-24	24-25	Total
790 Computer Replacement	89,910	100,000	100,000	100,000	100,000	100,000	\$589,910
<b>TOTAL</b>	89,910	100,000	100,000	100,000	100,000	100,000	\$589,910

**Misc Op Exp (VoIP enhance)**

**Department:** INFORMATION MANAGEMENT

**Program:** 1601 Information Management Services

**Project Description:**

A recurring annual replacement of the City's aging desktop PC inventory is recommended. This initiative is a recommended guideline to replace a fourth of the City's PC desktop inventory to prevent the inventory from becoming excessively aged and prevent impact to staff productivity due to PC failures. For 2024, we'll reassess the program.

####

General Plan Element: Not Applicable  
 Estimated Completion Date: Ongoing  
 Environmental Status: Not Applicable

Fund Description		Carryover	20-21	21-22	22-23	23-24	24-25	Total
790	Computer Replacement	-3,276	200,000	200,000	200,000	200,000	-	\$796,724
<b>TOTAL</b>		-3,276	200,000	200,000	200,000	200,000	-	\$796,724

**Department:** INFORMATION MANAGEMENT

**Program:** 1601 Information Management Services

**Project Description:**

In FY 18, the City upgraded its document management system to the latest version of LaserFiche and upgraded its licensing to LaserFiche's latest platform, which is its largest enterprise licensing option. For FY 21, the City will continue to integrate additional features that are now available as a result of these upgrades. The budgeted amounts represent professional services that will assist in their implementation.

####

General Plan Element: Not Applicable  
 Estimated Completion Date: June 2021  
 Environmental Status: Not Applicable

<b>Fund Description</b>	<b>Carryover</b>	<b>20-21</b>	<b>21-22</b>	<b>22-23</b>	<b>23-24</b>	<b>24-25</b>	<b>Total</b>
790 Computer Replacement	191,973	-	20,000	20,000	20,000	20,000	\$271,973
<b>TOTAL</b>	191,973	-	20,000	20,000	20,000	20,000	\$271,973

**Department:** INFORMATION MANAGEMENT

**Program:** 1601 Information Management Services

**Project Description:**

During FY 17, an effort was made to evaluate and vet a consultant to assist the City to replace the existing Maintstar system, which was implemented by the City 18 years ago. It is recommended to review and possibly consider a replacement. The new system will include an inventory of all City assets and infrastructure, provide data and insight to guide capital project needs, record data on maintenance on each asset, and allow for work order requests for internal and external uses. This system would ultimately be used in tandem with a Citizen Request Management system, which would allow citizens and businesses to report issues online and receive updates as to the status of their request. Finally, the system would provide much of the data needed for reimbursement in the event of a major emergency or disaster.

For FY 21, additional budget request continues accumulating funds for the replacement.

####

General Plan Element: Not Applicable  
 Estimated Completion Date: June 2021  
 Environmental Status: Not Applicable

Fund Description		Carryover	20-21	21-22	22-23	23-24	24-25	Total
220	Sanitation And Sewer	81,800	100,000	-	-	-	-	\$181,800
600	Water	81,700	100,000	-	-	-	-	\$181,700
790	Computer Replacement	131,700	50,000	-	-	-	-	\$181,700
<b>TOTAL</b>		295,200	250,000	-	-	-	-	\$545,200

**Department:** INFORMATION MANAGEMENT

**Program:** 1601 Information Management Services

**Project Description:**

The City's former 3 year strategic IT plan was delivered in 2013. Therefore, IT Services recognizes the City is due for another strategic plan review. Due to recent structural changes with Information Technology, a Strategic Plan is still anticipated.

####

General Plan Element: Public Safety  
 Estimated Completion Date: June 2021  
 Environmental Status: Not Applicable

<b>Fund Description</b>	<b>Carryover</b>	<b>20-21</b>	<b>21-22</b>	<b>22-23</b>	<b>23-24</b>	<b>24-25</b>	<b>Total</b>
790 Computer Replacement	30,000	-	-	-	-	-	\$30,000
<b>TOTAL</b>	30,000	-	-	-	-	-	\$30,000

**Department:** INFORMATION MANAGEMENT

**Program:** 1601 Information Management Services

**Project Description:**

This projects replaces various network appliances and infrastructure as they age or fail.

####

General Plan Element: Public Safety

Estimated Completion Date: Ongoing

Environmental Status: Categorical Exemption

<b>Fund Description</b>	<b>Carryover</b>	<b>20-21</b>	<b>21-22</b>	<b>22-23</b>	<b>23-24</b>	<b>24-25</b>	<b>Total</b>
790 Computer Replacement	44,588	80,000	40,000	40,000	40,000	40,000	\$284,588
<b>TOTAL</b>	44,588	80,000	40,000	40,000	40,000	40,000	\$284,588

**Department:** INFORMATION MANAGEMENT

**Program:** 1601 Information Management Services

**Project Description:**

Currently, City conference rooms have been furnished with large screen monitors for meeting collaboration and presentations. This project includes the continued effort to install audio and video in the following conference rooms: Warehouse Conference Room, Conference Room C, Community Service Fleet Conference Room.

####

General Plan Element: Infrastructure  
 Estimated Completion Date: Ongoing  
 Environmental Status: Not Applicable

Fund Description		Carryover	20-21	21-22	22-23	23-24	24-25	Total
790	Computer Replacement	-98	60,000	20,000	20,000	20,000	20,000	\$139,902
<b>TOTAL</b>		-98	60,000	20,000	20,000	20,000	20,000	\$139,902

**Department:** INFORMATION MANAGEMENT

**Program:** 1601 Information Management Services

**Project Description:**

The City possesses three different access control systems, which causes confusion with badge access management where staff require access to facilities across these three systems. In FY 17, the City acquired a Genetec security solution. This project anticipates licensing and hardware to implement access control exploiting the capabilities of the recently acquired Genetec system. In addition to replacing the existing access control system locations enabled today, this initiative envisions adding access control for seven park facilities. Ongoing for FY 22, consider augmenting for intrusion detection for all City facility locations and expand access control to include fire stations and branch libraries.

####

General Plan Element: Safety/Infrastructure

Estimated Completion Date: June 2021

Environmental Status: Not Applicable

Fund Description		Carryover	20-21	21-22	22-23	23-24	24-25	Total
510	Park Acquisition (Infill)	15,000	30,000	-	-	-	-	\$45,000
560	Fire Facility Fee Districts All Com 6/07	25,000	-	45,000	-	-	-	\$70,000
570	Police Facility Fees	15,000	30,000	-	-	-	-	\$45,000
573	Library Facility Fees	15,000	30,000	-	-	-	-	\$45,000
790	Computer Replacement	155,000	10,000	250,000	-	-	-	\$415,000
<b>TOTAL</b>		225,000	100,000	295,000	-	-	-	\$620,000

**Department:** INFORMATION MANAGEMENT

**Program:** 1601 Information Management Services

**Project Description:**

The City intends to migrate its Exchange server to a hosted solution by Microsoft. The City is entitled to these hosting services from Microsoft through our Enterprise License Agreement. This project provides professional services, which will be needed for the migration.

####

General Plan Element: Not Applicable  
 Estimated Completion Date: June 2021  
 Environmental Status: Not Applicable

Fund Description		Carryover	20-21	21-22	22-23	23-24	24-25	Total
790	Computer Replacement	20,000	-	-	-	-	-	\$20,000
<b>TOTAL</b>		20,000	-	-	-	-	-	\$20,000

**Department:** INFORMATION MANAGEMENT

**Program:** 1601 Information Management Services

**Project Description:**

Tyler Technologies has indicated they are no longer improving or marketing the City's current financial system product. IT Services recommends the City consider accumulating funds to replace this system. It is anticipated work on this project will commence no sooner than FY24-25.

####

General Plan Element: Not Applicable  
 Estimated Completion Date: Ongoing  
 Environmental Status: Not Applicable

Fund Description	Carryover	20-21	21-22	22-23	23-24	24-25	Total
790 Computer Replacement	130,050	200,000	200,000	200,000	200,000	200,000	\$1,130,050
<b>TOTAL</b>	130,050	200,000	200,000	200,000	200,000	200,000	\$1,130,050

**Department:** INFORMATION MANAGEMENT

**Program:** 1601 Information Management Services

**Project Description:**

Provide uninterruptable power supplies and related electrical work to Fire Stations 2 through 8 as well as the City Council Chamber to ensure that network infrastructure and audio visual equipment stays available in the event of a power outage. For FY21, an assessment will be conducted to determine future replacement of UPS systems.

####

General Plan Element: Infrastructure  
 Estimated Completion Date: Ongoing  
 Environmental Status: Not Applicable

<b>Fund Description</b>	<b>Carryover</b>	<b>20-21</b>	<b>21-22</b>	<b>22-23</b>	<b>23-24</b>	<b>24-25</b>	<b>Total</b>
790 Computer Replacement	20,192	-	-	-	-	-	\$20,192
<b>TOTAL</b>	20,192	-	-	-	-	-	\$20,192

**Department:** INFORMATION MANAGEMENT

**Program:** 1601 Information Management Services

**Project Description:**

This project will provide a solution for the entry gate at the Corporation Yard to include required cabling infrastructure, video surveillance, intercom, and access control which will be integrated into our Genetec security platform.

####

General Plan Element: Infrastructure  
 Estimated Completion Date: June 2021  
 Environmental Status: Not Applicable

<b>Fund Description</b>	<b>Carryover</b>	<b>20-21</b>	<b>21-22</b>	<b>22-23</b>	<b>23-24</b>	<b>24-25</b>	<b>Total</b>
790 Computer Replacement	15,000	-	-	-	-	-	\$15,000
<b>TOTAL</b>	15,000	-	-	-	-	-	\$15,000

**Department:** INFORMATION MANAGEMENT

**Program:** 1601 Information Management Services

**Project Description:**

This initiative will obtain additional firewall functioning to existing firewall for threat protection to four remote sites and add url filtering to one site. Additionally, new firewalls will be obtained for 5 remote sites operating over leased fiber services to further improve secure communications.

Additional software and hardware will have a recurring cost impact.

####

General Plan Element: Public Safety  
 Estimated Completion Date: June 2021  
 Environmental Status: Categorical Exemption

Fund Description		Carryover	20-21	21-22	22-23	23-24	24-25	Total
790	Computer Replacement	-	20,000	-	-	-	-	\$20,000
<b>TOTAL</b>		-	20,000	-	-	-	-	\$20,000

**Department:** INFORMATION MANAGEMENT

**Program:** 1601 Information Management Services

**Project Description:**

Multi-factor authentication allows for 3 factors of identification:

- 1) What you know
- 2) What you have
- 3) What you are

What you know is generally a password. This initiative considers either "what you have" or "what you are" using an access badge or biometrics. A card reader or camera at every PC location would be needed. If a password is somehow compromised, the additional required factor for credentialed access will prevent gaining credentialed access and therefore greatly increase the City's security posture.

####

General Plan Element: Public Safety  
 Estimated Completion Date: June 2021  
 Environmental Status: Categorical Exemption

Fund Description		Carryover	20-21	21-22	22-23	23-24	24-25	Total
790	Computer Replacement	-	210,000	-	-	-	-	\$210,000
<b>TOTAL</b>		-	210,000	-	-	-	-	\$210,000



# Physical Security Platform Replacements

Project 20456

**Department:** INFORMATION MANAGEMENT

**Program:** 1601 Information Management Services

**Project Description:**

This request recognizes the need with an aging security platform to replace or add cameras, wireless radios, additional door locations, and intrusion detection zones.

####

General Plan Element: Public Safety

Estimated Completion Date: Ongoing

Environmental Status: Categorical Exemption

Fund Description		Carryover	20-21	21-22	22-23	23-24	24-25	Total
790	Computer Replacement	-	20,000	30,000	50,000	50,000	50,000	\$200,000
<b>TOTAL</b>		-	20,000	30,000	50,000	50,000	50,000	\$200,000



# Fiber Optic Cable Installation

Project 30071

**Department:** INFORMATION MANAGEMENT

**Program:** 1601 Information Management Services

### Project Description:

This is an ongoing project to connect various remote locations to the City's fiber optic network. By connecting directly to the City's network, it eliminates the need for leased lines through third-party providers, such as AT&T and Spectrum. Having City locations on our own fiber increases security and bandwidth to these locations as well. Future potential connections to the City's network include Fire Station 2, Fire Station 8, El Modena Library, the Senior Center, and Hart, Handy, Olive and El Camino Parks.

####

General Plan Element: Infrastructure  
Estimated Completion Date: Ongoing  
Environmental Status: Categorical Exemption

Fund Description	Carryover	20-21	21-22	22-23	23-24	24-25	Total
500 Capital Projects	240,000	-	-	-	-	-	\$240,000
<b>TOTAL</b>	240,000	-	-	-	-	-	\$240,000



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**Department:** LIBRARY

**Program:** 2001 Library Administration

**Project Description:**

The interior of the Orange Public Library & History Center needs re-carpeting due to deterioration since its installation, 13 years ago. Re-carpeting will prevent current worn areas from progressing into safety hazards. New carpet will also refresh the library, providing an attractive and functional space for use by the public as well as Library staff and volunteers. Phase I re-carpeted the Orange Public Library & History Center Community Room, lobby, and stairwell/landing in FY 19. Phase II will re-carpet the rest of the Orange Public Library & History Center and is expected to be completed by June 2022. Library Facility Fees in the amount of \$156,000 will also be allocated to Public Works for carpeting of the library branches under their Taft Branch Library and El Modena Branch Library Facility Rehabilitation CIPs. The estimate for this project was based on figures from the Facilities Condition Assessment for the City and Public Works recommendations.

####

General Plan Element: Cultural Resources  
 Estimated Completion Date: June 2022  
 Environmental Status: Categorical Exemption

<b>Fund Description</b>	<b>Carryover</b>	<b>20-21</b>	<b>21-22</b>	<b>22-23</b>	<b>23-24</b>	<b>24-25</b>	<b>Total</b>
573 Library Facility Fees	70,391	-	180,000	-	-	-	\$250,391
<b>TOTAL</b>	70,391	-	180,000	-	-	-	\$250,391

**Department:** LIBRARY

**Program:** 2004 Technology & Support Services

**Project Description:**

The Taft and El Modena Branch Libraries will each receive a pay for print Smart Kiosk, which will allow self-service payment (cash and credit card) for printing from public computers, photocopiers, and patron owned wireless devices. Self-service technology enables the Library to continue to manage expanded library hours with a reduced staffing level. Up-to-date technology is a necessity for daily operations and to provide excellent customer service to the community.

####

General Plan Element: Cultural Resources  
 Estimated Completion Date: June 2021  
 Environmental Status: Categorical Exemption

<b>Fund Description</b>	<b>Carryover</b>	<b>20-21</b>	<b>21-22</b>	<b>22-23</b>	<b>23-24</b>	<b>24-25</b>	<b>Total</b>
573 Library Facility Fees	-	25,000	-	-	-	-	\$25,000
<b>TOTAL</b>	-	25,000	-	-	-	-	\$25,000

**Department:** LIBRARY

**Program:** 2016 Adult & Branch Services

**Project Description:**

The study rooms at the Orange Public Library & History Center are in high demand by the public. Library patrons, as well as Adult Literacy Program tutors and learners, use them as quiet spaces for reading, studying, and meeting with others. Currently, the study rooms are poorly insulated, and sound penetrates the walls from the public areas and from surrounding study rooms. This project would provide sound dampening effects to the six study rooms and two adjoining offices through foam installation in the walls, or similar soundproofing solution.

####

General Plan Element: Cultural Resources  
 Estimated Completion Date: June 2021  
 Environmental Status: Categorical Exemption

<b>Fund Description</b>	<b>Carryover</b>	<b>20-21</b>	<b>21-22</b>	<b>22-23</b>	<b>23-24</b>	<b>24-25</b>	<b>Total</b>
573 Library Facility Fees	-	35,000	-	-	-	-	\$35,000
<b>TOTAL</b>	-	35,000	-	-	-	-	\$35,000



# Children’s Courtyard Rehabilitation Support

Project 20446

**Department:** LIBRARY

**Program:** 2017 Children & Teen Services

**Project Description:**

This project is contingent upon a private donation through the Orange Public Library Foundation to fund the rehabilitation of the Children's Courtyard at the Orange Public Library & History Center. The donation will include plants, sculpture, and a water feature to create an attractive and welcoming space for children and their families. This project will provide supplemental support to the rehabilitation by funding (if needed) the installation of additional features, such as sun shades, activity panels, and seating, and any necessary adjustments to lighting, sprinklers, and landscaping. Donation and in-kind amounts are unknown at this time; this project encompasses \$10,000 in City costs.

####

General Plan Element: Cultural Resources  
Estimated Completion Date: June 2021  
Environmental Status: Categorical Exemption

Fund Description	Carryover	20-21	21-22	22-23	23-24	24-25	Total
573 Library Facility Fees	-	10,000	-	-	-	-	\$10,000
<b>TOTAL</b>	-	10,000	-	-	-	-	\$10,000

**Department:** LIBRARY

**Program:** 2001 Library Administration

**Project Description:**

The HVAC of the original building at the Orange Public Library & History Center is 29 years old and is nearing the end of its service life. The unit is inefficient, and replacement parts are becoming difficult to locate, resulting in loss of control and uncomfortable temperatures for Library patrons and staff. Phase I involved the creation of a design to replace the one-of-a-kind unit and was completed in FY 20. Phase II will include the HVAC replacement as well as upgrades to the transformer and is expected to be completed by June 2022. Replacement of this unit was also included in the recommendations of the energy efficiency audit and the Facilities Condition Assessment that were completed.

####

General Plan Element: Cultural Resources  
 Estimated Completion Date: June 2022  
 Environmental Status: Categorical Exemption

Fund Description	Carryover	20-21	21-22	22-23	23-24	24-25	Total
573 Library Facility Fees	70,989	-	365,000	-	-	-	\$435,989
<b>TOTAL</b>	70,989	-	365,000	-	-	-	\$435,989

**Department:** LIBRARY

**Program:** 9645 Cdbg Projects

**Project Description:**

Many Library patrons are wheelchair-bound or experience limited mobility. These patrons have experienced difficulty in entering the Library's public restrooms, and several have requested staff to make facility improvements. This project would install push-to-open mechanisms on the doorways of the five public restrooms at the Orange Public Library & History Center. The installation of push-to-open mechanisms will improve accessibility for Library patrons. The Library expects to apply for CDBG funds in FY 22 in order to also install push-to-open mechanisms on the doorways of the four public restrooms at the Taft and El Modena Branch Libraries.

####

General Plan Element: Cultural Resources  
 Estimated Completion Date: June 2021  
 Environmental Status: Categorical Exemption

Fund Description		Carryover	20-21	21-22	22-23	23-24	24-25	Total
310	Community Development Block Grant	-	65,000	-	-	-	-	\$65,000
<b>TOTAL</b>		-	65,000	-	-	-	-	\$65,000

**Department:** POLICE

**Program:** 4011 Police Administration

**Project Description:**

The Police Department's current Vehicle Mobile Data Computer System (MDC) was installed in March of 2014. The three year warranty will expire in March of 2017. The MDC system's end-of-life will span over the next three years. In anticipation, the Department will begin a 25% annual MDC replacement of the patrol fleet starting in FY 18. The MDC's from the initial replacements will be used to support the remaining of the fleet over the next three years. By FY 21 the entire MDC system in the patrol fleet will have been replaced. This replacement cycle will allow the Police Department to maintain contemporary and functional MDC's in the patrol fleet. A three-year maintenance plan is included.

####

General Plan Element: Public Safety  
 Estimated Completion Date: June 2021  
 Environmental Status: Categorical Exemption

Fund Description		Carryover	20-21	21-22	22-23	23-24	24-25	Total
355	Asset Seizure- Federal	4,310	105,000	-	-	-	-	\$109,310
<b>TOTAL</b>		4,310	105,000	-	-	-	-	\$109,310



# Police Mobile Audio Visual & Body Worn Cameras

Project 20337

**Department:** POLICE

**Program:** 4011 Police Administration

## Project Description:

The Police Department's current Vehicle Mobile Audio and Video System (MAV) was installed in March of 2014. The warranty will expire on July 1, 2017. The MAV system's end-of-life is expected to be July of 2020. The Department's spare MAV system inventory, along with the cost savings of not purchasing two additional warranty years (at \$34,000), will assist to reach the system's expected end-of-life. In anticipation of replacing the MAV system, the Police Department estimates the cost to be \$405,000. In order to accrue replacement funds by July 2020, the Department will need to allocate \$135,000 each fiscal year starting in FY 18.

Recent nationwide events involving police use of force have generated calls for law enforcement officers to wear body worn cameras (BWCs). Video footage will serve as another layer of transparency and provide public accountability by providing a more detailed and accurate account of events. The anticipated upfront cost of the BWCs, MAV system, and interview room cameras is estimated at \$607,730 along with annual reoccurring costs of \$270,120 for BWCs, MAV in-car cameras, and interview room cameras. The cost includes unlimited Cloud storage, fleet installation, licensing, training, and unlimited full-service contract on all products. The cost also includes two hardware upgrades for BWCs at the 2 1/2 year and 5 year mark with one fleet upgrade at the 5 year mark. A contingency of \$15,000 has been added to the annual reoccurring cost of \$270,120 for a total annual reoccurring cost of \$285,120. At the end of the 5 year contract, the unused contingency balance projected at \$60,000 will be applied towards the cost of installation for the fleet upgrade in FY 23-24, approximately \$1,200 per car or \$58,800 for 49 vehicles.

#####

General Plan Element: Public Safety  
 Estimated Completion Date: June 2021  
 Environmental Status: Categorical Exemption

Fund Description		Carryover	20-21	21-22	22-23	23-24	24-25	Total
790	Computer Replacement	10,001	285,120	285,120	285,120	285,120	-	\$1,150,481
<b>TOTAL</b>		10,001	285,120	285,120	285,120	285,120	-	\$1,150,481

# Police Mobile Audio Visual & Body Worn Cameras

**Department:** POLICE

**Program:** 4013 Records

**Project Description:**

The Records mobile retractable filing system has been in service for approximately 25 years. The department purchases annual warranty services for \$1,500 per year for service maintenance and repairs. Due to the age of the filing system, parts to repair the unit are no longer available which requires maintenance technicians to find other means to repair the unit which are not long term solutions. The filing system is currently retaining nine years of department incident reports. This form of high-density shelving is necessary to continue to meet the department's filing and storage needs. The projected cost to replace the mobile retractable filing system is estimated at \$100,000 and includes a \$7,000 contingency for unexpected expenses.

###

General Plan Elements: Public Safety  
 Estimated Completion Date: June 2021  
 Environmental Status: Categorical Exemption

<b>Fund Description</b>	<b>Carryover</b>	<b>20-21</b>	<b>21-22</b>	<b>22-23</b>	<b>23-24</b>	<b>24-25</b>	<b>Total</b>
570   Police Facility Fees	-	100,000	-	-	-	-	\$100,000
<b>TOTAL</b>	-	100,000	-	-	-	-	\$100,000

**Department:** POLICE

**Program:** 4011 Police Administration

**Project Description:**

California State law requires governmental agencies retain evidence from criminal cases as long as the convicted inmate is imprisoned, including DNA evidence. Additionally, recent legislation changes have significantly changed the storage requirements for the retention of DNA evidence on sexual assault cases. The preservation of evidence for future evaluation is critical in determining if DNA analysis may assist in providing investigative leads of solved and unsolved cases. Currently, the freezer utilized to store DNA evidence is at capacity and is unable to accommodate storage requirements for future cases, involving DNA evidence. This freezer will provide secure and adequate DNA evidence storage for the foreseeable future and protect critical pieces of evidence. The Orange Police Department needs to convert a current storage room into an evidence freezer unit for DNA cases. The freezer unit would be an approximate 13' width x 13'11" length x 9'6" height and will require plumbing, electrical, structural, construction, and permitting. The cost of the existing freezer which houses our DNA evidence was approximately \$142,047. Based upon this, the Police Department anticipates the cost of a new freezer to be approximately \$165,000.

To fund this project, the Police Department submitted a funding request made available by the County of Orange for costs associated with the collection, verification, and/or management of DNA evidence and/or samples. The funding received by the County of Orange is administered by an established Prop 69 Committee that utilizes the funds to promote innovation to enhance or strengthen DNA programs in the County of Orange and public safety partners. The total amount of \$165,000 was recommended for approval with final approval by the County's Board of Supervisor's scheduled for January 28, 2020.

<b>Fund Description</b>	<b>Carryover</b>	<b>20-21</b>	<b>21-22</b>	<b>22-23</b>	<b>23-24</b>	<b>24-25</b>	<b>Total</b>
550 Reimbursable Capital Projects	165,000	-	-	-	-	-	\$165,000
<b>TOTAL</b>	165,000	-	-	-	-	-	\$165,000

**Department:** PUBLIC WORKS

**Program:** 9645 Cdbg Projects

**Project Description:**

This project will modify curbs and ramps at various locations throughout the City to comply with the Americans with Disabilities Act (ADA) regulations. This has been an ongoing project, funded with Community Development Block Grants (CDBG).

####

General Plan Element: Circ&Mobility/Safety  
 Estimated Completion Date: Ongoing  
 Environmental Status: Categorically Exempt

Fund Description		Carryover	20-21	21-22	22-23	23-24	24-25	Total
310	Community Development Block Grant	54,574	104,059	250,000	250,000	250,000	250,000	\$1,158,633
<b>TOTAL</b>		54,574	104,059	250,000	250,000	250,000	250,000	\$1,158,633

**Department:** PUBLIC WORKS

**Program:** 5028 Facility Maintenance

**Project Description:**

Renovation to the Corporation Yard includes the following components: 1) space allocation, 2) regulatory upgrades for NPDES/environmental requirements, and 3) Solar power feasibility study and system design. Once components are confirmed with sufficient funds available this project will include: relocating storage spaces designated for Police, Fire, Community Services, and Public Works; environmental covers & structures for bulk storage bins, solar panel equipped carport style structures for large equipment parking, and drainage system improvements. Staff will be researching grant opportunities to offset project costs. Staff is reviewing proposals to determine the next steps in the design process.

####

General Plan Element: Safety/Infrastructure  
 Estimated Completion Date: June 2023  
 Environmental Status: Mitigated Negative Declaration

Fund Description		Carryover	20-21	21-22	22-23	23-24	24-25	Total
220	Sanitation And Sewer	149,094	-	-	-	-	-	\$149,094
271	Gas Tax Construction	63,727	-	-	-	-	-	\$63,727
500	Capital Projects	77,205	-	-	-	-	-	\$77,205
<b>TOTAL</b>		290,026	-	-	-	-	-	\$290,026



# Pavement Management Program Survey

Project 13115

**Department:** PUBLIC WORKS

**Program:** 5011 Engineering

**Project Description:**

Windshield field surveys of the City's pavement are conducted every two years for arterial streets and every six years for local streets to determine the pavement condition indexes for each segment. These surveys are conducted as a requirement for numerous grant programs, OCTA bi-annual reports, and overall pavement management programs. This project also includes traffic data collection including traffic counts, parking surveys, and speed surveys to be done bi-annually.

####

General Plan Element: Circ&Mobility/Growth  
 Estimated Completion Date: Ongoing  
 Environmental Status: Categorically Exempt

Fund Description		Carryover	20-21	21-22	22-23	23-24	24-25	Total
263	Traffic Improvemnt -Measure M2	1,407	70,000	-	70,000	-	70,000	\$211,407
286	Transport. System Improvemt Authority	-	30,000	-	30,000	-	30,000	\$90,000
<b>TOTAL</b>		1,407	100,000	-	100,000	-	100,000	\$301,407

**Department:** PUBLIC WORKS

**Program:** 5011 Engineering

**Project Description:**

The City's Pavement Management Program identifies the condition of 320 miles of streets and identifies the maintenance needs of this roadway system. This program requires \$6 million annually for slurry sealing, asphalt overlays, and reconstructions. This program also includes landscaping maintenance activities within the street right-of-way. The fiscal year's CIP lists other road maintenance projects and CDBG projects. This project outlines the remaining funding needs from Gas Tax, Measure M2, and Capital Projects. Approximately \$6.4 million of new funding will be allocated to the various roadway management projects for this fiscal year.

####

General Plan Element: Circ&Mobility/Growth

Estimated Completion Date: Ongoing

Environmental Status: Categorically Exempt

Fund Description		Carryover	20-21	21-22	22-23	23-24	24-25	Total
263	Traffic Improvemnt -Measure M2	803,901	2,550,000	2,170,000	1,960,000	2,190,000	2,100,000	\$11,773,901
272	Gas Tax 2105	576,292	450,000	700,000	700,000	700,000	700,000	\$3,826,292
274	Rmra Road Maint Rehabilitation Accoun	2,348,937	2,685,193	2,550,000	2,630,000	2,730,000	2,830,000	\$15,774,130
<b>TOTAL</b>		3,729,130	5,685,193	5,420,000	5,290,000	5,620,000	5,630,000	\$31,374,323

**Department:** PUBLIC WORKS

**Program:** 5011 Engineering

**Project Description:**

Currently, there are eight bridges located throughout the City that require maintenance. Caltrans has inspected those bridges and has made recommendations for maintenance and repair. A maintenance and retrofit plan are ready for implementation. The City is waiting for Caltrans approval to start the construction phase.

####

General Plan Element: Circ&Mobility/Growth  
 Estimated Completion Date: December 2020  
 Environmental Status: Mitigated Negative Declaration

Fund Description		Carryover	20-21	21-22	22-23	23-24	24-25	Total
272	Gas Tax 2105	358,770	-	-	-	-	-	\$358,770
550	Reimbursable Capital Projects	714,335	-	-	-	-	-	\$714,335
<b>TOTAL</b>		1,073,105	-	-	-	-	-	\$1,073,105



# Municipal Parking Lot Maintenance

Project 14997

**Department:** PUBLIC WORKS

**Program:** 5011 Engineering

**Project Description:**

This seven-year program rehabilitates existing municipal parking lots. Work consists of slurry sealing, crack filling, removing and replacing defective asphalt concrete paving, striping, asphalt concrete overlays, miscellaneous delineation, and wheel stops. This project also includes the maintenance and renovation of trash enclosures.

####

General Plan Element: Infrastructure/Econ Dev  
 Estimated Completion Date: Ongoing  
 Environmental Status: Categorically Exempt

Fund Description		Carryover	20-21	21-22	22-23	23-24	24-25	Total
500	Capital Projects	-	20,000	20,000	20,000	20,000	20,000	\$100,000
540	Old Towne Parking Facility	5,693	-	-	-	-	-	\$5,693
<b>TOTAL</b>		5,693	20,000	20,000	20,000	20,000	20,000	\$105,693

# Municipal Parking Lot Maintenance



# Sewer Line Maintenance & Replacement

Project 15508

**Department:** PUBLIC WORKS

**Program:** 5011 Engineering

**Project Description:**

This project annually fixes hot spots due to root intrusion, offset joints, and damaged sewer mains. It also replaces both hydraulically and structurally deficient sewer mains. As part of the 2017 Sanitation Fee study, a new capital improvement component has been established to address the replacement and upgrade needs of the City's sewer system. Annually, \$2.0 million is available to fund necessary sewer facility improvements at various locations citywide.

####

General Plan Element: Land/Natural Resources

Estimated Completion Date: Ongoing

Environmental Status: Categorically Exempt

Fund Description		Carryover	20-21	21-22	22-23	23-24	24-25	Total
520	Sewer Construction	2,315,351	2,000,000	2,200,000	2,200,000	2,200,000	2,200,000	\$13,115,351
<b>TOTAL</b>		2,315,351	2,000,000	2,200,000	2,200,000	2,200,000	2,200,000	\$13,115,351

# Sewer Line Maintenance & Replacement

**Department:** PUBLIC WORKS

**Program:** 5022 Refuse & Sanitation Services

**Project Description:**

The State's Waste Discharge Elimination (WDR) requires the City to complete a condition assessment of its entire 300+ mile sewer line system and develop a rehabilitation and replacement plan. Additional contract services are needed to comply with WDR requirements.

####

General Plan Element: Natural Resources/Infra  
 Estimated Completion Date: Ongoing  
 Environmental Status: Categorically Exempt

Fund Description		Carryover	20-21	21-22	22-23	23-24	24-25	Total
220	Sanitation And Sewer	-	300,000	300,000	300,000	300,000	300,000	\$1,500,000
<b>TOTAL</b>		-	300,000	300,000	300,000	300,000	300,000	\$1,500,000

**Department:** PUBLIC WORKS

**Program:** 5032 Traffic Operations

**Project Description:**

This project will provide for minor traffic control devices such as signage, striping, lighting, undergrounding, and other traffic-related devices as directed by the Traffic Commission and City Traffic Engineer.

####

General Plan Element: Mgmt/Infrastructure

Estimated Completion Date: Ongoing

Environmental Status: Categorically Exempt

Fund Description		Carryover	20-21	21-22	22-23	23-24	24-25	Total
263	Traffic Improvemnt -Measure M2	60,318	50,000	50,000	50,000	50,000	50,000	\$310,318
500	Capital Projects	139,748	150,000	150,000	150,000	150,000	150,000	\$889,748
<b>TOTAL</b>		200,066	200,000	200,000	200,000	200,000	200,000	\$1,200,066

**Department:** PUBLIC WORKS

**Program:** 5032 Traffic Operations

**Project Description:**

This project is for the on-going implementation of studies and improvements for traffic signals along the City's major arterials within its boundaries. The studies include traffic counts, analysis of traffic flows, provide signal timing, and synchronization. The project will provide for the traffic signal infrastructure improvements necessary to achieve optimum signal timing and synchronization. The coordinated signal timing will be implemented through the City's Traffic Management Center. Changes in traffic flow require updating at two-year intervals. The traffic signal coordination will reduce travel times, save on gas, and reduce vehicle emissions.

####

General Plan Element: Circ&Mobility/Growth  
 Estimated Completion Date: Ongoing  
 Environmental Status: Categorically Exempt

Fund Description		Carryover	20-21	21-22	22-23	23-24	24-25	Total
263	Traffic Improvemnt -Measure M2	136,370	95,000	-	95,000	-	95,000	\$421,370
<b>TOTAL</b>		136,370	95,000	-	95,000	-	95,000	\$421,370

**Department:** PUBLIC WORKS

**Program:** 5032 Traffic Operations

**Project Description:**

The City maintains 157 traffic signals. Nearly two-thirds of the controllers have recently been updated or replaced to allow for better coordination with the City's Transportation Management Center (TMC). The project is an on-going process of updating or replacing controllers, signal cabinets and communication equipment, CCTV cameras, traffic signal battery backups, future signal controller needs, and upgrading TMC equipment and software.

####

General Plan Element: Circ&Mobility/Growth

Estimated Completion Date: Ongoing

Environmental Status: Categorically Exempt

Fund Description		Carryover	20-21	21-22	22-23	23-24	24-25	Total
272	Gas Tax 2105	131,441	70,000	70,000	70,000	70,000	70,000	\$481,441
<b>TOTAL</b>		131,441	70,000	70,000	70,000	70,000	70,000	\$481,441

**Department:** PUBLIC WORKS

**Program:** 5032 Traffic Operations

**Project Description:**

This project provides for the painting or application of an anti-graffiti coating to traffic signal equipment at intersections within the City. The paint on the City's traffic signal equipment (signal and pedestrian heads, pedestrian push buttons, and cabinets) requires routine maintenance to prevent deterioration. The City has 157 signalized intersections and this project would fund a portion of the intersections as needed.

####

General Plan Element: Infra/Urban/Econ Dev

Estimated Completion Date: Ongoing

Environmental Status: Categorically Exempt

Fund Description		Carryover	20-21	21-22	22-23	23-24	24-25	Total
263	Traffic Improvemnt -Measure M2	48,869	45,000	45,000	45,000	45,000	45,000	\$273,869
284	Tsip B - West Orange	59,851	-	-	-	-	-	\$59,851
<b>TOTAL</b>		108,720	45,000	45,000	45,000	45,000	45,000	\$333,720

**Department:** PUBLIC WORKS

**Program:** 5011 Engineering

**Project Description:**

The project will focus on installing new acorn streetlights in Old Towne. Shaffer Street between Chapman Avenue and Maple Avenue was selected to enhance safety for high pedestrian use near the Orange Public Library & History Center.

####

General Plan Element: Land/Circ&Mobil/Culture

Estimated Completion Date: June 2022

Environmental Status: Categorically Exempt

<b>Fund Description</b>	<b>Carryover</b>	<b>20-21</b>	<b>21-22</b>	<b>22-23</b>	<b>23-24</b>	<b>24-25</b>	<b>Total</b>
500 Capital Projects	-	-	-	277,998	-	-	\$277,998
<b>TOTAL</b>	-	-	-	277,998	-	-	\$277,998

**Department:** PUBLIC WORKS

**Program:** 4011 Police Administration

**Project Description:**

The Citywide Facilities Conditions Assessment (FCA) report was recently completed and identified about \$2.9 million Immediate/Critical (Priority 1) projects. This project provides funding to conduct both miscellaneous minor facility repairs or replacements and address those Priority 1 items at various city buildings. The FCA will continually be used as a tool in planning the City's future facility improvements. Work Items include improvements at the Civic Center and other facilities.

1. Community Service Window Shades Replacement - \$30,000
2. Emergency Backup Generator at City Hall Study and Minor Implementation - \$60,000
3. Hydration Stations - \$16,000

####

General Plan Element: Infrastructure/Econ Dev  
 Estimated Completion Date: Ongoing  
 Environmental Status: Categorically Exempt

Fund Description		Carryover	20-21	21-22	22-23	23-24	24-25	Total
220	Sanitation And Sewer	-	16,000	-	-	-	-	\$16,000
500	Capital Projects	16,653	30,000	78,000	-	-	-	\$124,653
570	Police Facility Fees	58,801	-	-	-	-	-	\$58,801
725	Major Building Improvements	159,655	160,000	500,000	500,000	500,000	500,000	\$2,319,655
<b>TOTAL</b>		235,109	206,000	578,000	500,000	500,000	500,000	\$2,519,109



# Police HQ Exterior Wall Sealing

Project 19826

**Department:** PUBLIC WORKS

**Program:** 5028 Facility Maintenance

**Project Description:**

The ceramic tile exterior of the Police Headquarter requires cleaning and sealing every five years to prevent internal damage from rainwater. This project accumulates funding which is critical to the maintenance of the Police Headquarters and will also fund other water leak repair costs.

####

General Plan Element: Safety

Estimated Completion Date: Ongoing

Environmental Status: Categorically Exempt

Fund Description	Carryover	20-21	21-22	22-23	23-24	24-25	Total
725 Major Building Improvements	71,481	-	15,000	15,000	15,000	15,000	\$131,481
<b>TOTAL</b>	71,481	-	15,000	15,000	15,000	15,000	\$131,481

**Department:** PUBLIC WORKS

**Program:** 5023 Fleet Services

**Project Description:**

Replacement vehicles in the City's fleet, which includes the following: four vehicles for Fire, thirteen vehicles for Police, four vehicles for Public Works, one vehicle for Community Development, and two vehicles for Community Services. Also included are the additional vehicle replacement of two electric vehicles for the Police and Public Works departments, funded by the Air Pollution Reduction (AQMD) Fund. Lastly, the Public Works' Water Division will utilize the Water Fund to purchase four vehicles.

####

General Plan Element: Not Applicable  
 Estimated Completion Date: Ongoing  
 Environmental Status: Categorically Exempt

Fund Description		Carryover	20-21	21-22	22-23	23-24	24-25	Total
220	Sanitation And Sewer	-	-	-	-	-	-	-
245	Ab 2766 Air Pollution Reduction	-	100,000	-	-	-	-	\$100,000
600	Water	-	82,000	-	-	-	-	\$82,000
720	Equipment Replacement	-	2,357,000	-	-	-	-	\$2,357,000
<b>TOTAL</b>		-	2,539,000	-	-	-	-	\$2,539,000

**Department:** PUBLIC WORKS

**Program:** 5032 Traffic Operations

**Project Description:**

The Main Street Traffic Signal Synchronization Project is a multi-jurisdictional project between Culver Drive in Irvine and Taft Avenue in Orange. The corridor is about 12 miles and includes 69 signals across the four jurisdictions of Irvine, Caltrans, Santa Ana, and Orange. The corridor is between CHOC Court and Taft Avenue and includes 12 traffic signals. The benefits of signal synchronization include a reduction in travel time, improvement in travel speed, greenhouse gas reduction, less fuel consumption, and an overall better travel experience. This Project will be led by OCTA. The programmed funds represent a 20% City fair share contribution to the TSSP grant through M2 funding.

####

General Plan Element: Circulation & Mobility  
 Estimated Completion Date: September 2021  
 Environmental Status: Categorically Exempt

Fund Description		Carryover	20-21	21-22	22-23	23-24	24-25	Total
284	Tsip B - West Orange	90,000	-	-	-	-	-	\$90,000
286	Transport. System Improvemt Authority	90,000	-	-	-	-	-	\$90,000
<b>TOTAL</b>		180,000	-	-	-	-	-	\$180,000

**Department:** PUBLIC WORKS

**Program:** 5011 Engineering

**Project Description:**

This project is the final phase of the Santiago Creek Bike Trail alignment in the Master Bikeway Plan. Construction of the multi-purpose trail will connect the existing bike trail west of Cannon Street and parallel the existing equestrian trail on the northern bank and terminate at the Santiago Oaks Regional Park. The project will construct an asphalt concrete bike trail and rehabilitate the existing equestrian trail with decomposed granite along with needed amenities such as rest areas and trash receptacles. The trail will allow for pedestrian and bicycle traffic along an eight-mile stretch of trails. The City received funding sources from OCTA's BCIP Grant for this project's preliminary engineering and environmental costs. Estimated construction costs are \$10 million.

####

General Plan Element: Circ&Mobility/Growth  
 Estimated Completion Date: December 2022  
 Environmental Status: Mitigated Negative Declaration

Fund Description		Carryover	20-21	21-22	22-23	23-24	24-25	Total
500	Capital Projects	97,532	-	-	-	-	-	\$97,532
550	Reimbursable Capital Projects	345,794	-	-	-	-	-	\$345,794
<b>TOTAL</b>		443,326	-	-	-	-	-	\$443,326



# Chapman & Feldner Left Turn Modification

Project 20326

**Department:** PUBLIC WORKS

**Program:** 5011 Engineering

## Project Description:

The project will provide for a protected left-turn phase for the northbound and southbound approaches on Feldner Road at Chapman Avenue to improve operational efficiency and enhance safety. The addition of a protected left turn is an effective countermeasure that can reduce the possibility of crashes. The scope of work includes installation of signal poles and gear, controller and cabinet, wiring, CCTV camera, service, ADA ramps, and restoration of existing improvements.

####

General Plan Element: Circ&Mobility/Growth

Estimated Completion Date: February 2021

Environmental Status: Categorically Exempt

<b>Fund Description</b>	<b>Carryover</b>	<b>20-21</b>	<b>21-22</b>	<b>22-23</b>	<b>23-24</b>	<b>24-25</b>	<b>Total</b>
550 Reimbursable Capital Projects	223,845	-	-	-	-	-	\$223,845
<b>TOTAL</b>	223,845	-	-	-	-	-	\$223,845

**Department:** PUBLIC WORKS

**Program:** 5011 Engineering

**Project Description:**

The project will provide for a protected left-turn phase for the northbound and southbound approaches on Flower Street at Chapman Avenue to improve operational efficiency and enhance safety. The addition of a protected left turn is an effective countermeasure that can reduce the possibility of crashes. The scope of work includes installation of signal poles and gear, controller and cabinet, wiring, CCTV camera, electrical service, ADA ramps, and restoration of existing improvements.

####

General Plan Element: Circ / Mobility

Estimated Completion Date: February 2021

Environmental Status: Categorically Exempt

<b>Fund Description</b>	<b>Carryover</b>	<b>20-21</b>	<b>21-22</b>	<b>22-23</b>	<b>23-24</b>	<b>24-25</b>	<b>Total</b>
550 Reimbursable Capital Projects	226,011	-	-	-	-	-	\$226,011
<b>TOTAL</b>	226,011	-	-	-	-	-	\$226,011



# La Veta, Collins, & Chapman Radar Feedback Signage

Project 20328

**Department:** PUBLIC WORKS

**Program:** 5032 Traffic Operations

### Project Description:

The project will provide for the installation of radar feedback signs on segments of three arterials with a history of speed-related accidents: (1) La Veta Avenue from Flower Street to Bedford Street; (2) Collins Avenue from Wanda Road to Bond Avenue; and (3) Chapman Avenue from Jamboree Road to Orange Park Boulevard. There will be 12 radar feedback signs, ten are speed-related and two are curve warning. The project is in the design phase and construction is scheduled to commence in early 2021.

####

General Plan Element: Circ&Mob/Noise/Infra.

Estimated Completion Date: August 2021

Environmental Status: Categorically Exempt

Fund Description		Carryover	20-21	21-22	22-23	23-24	24-25	Total
550	Reimbursable Capital Projects	299,461	-	-	-	-	-	\$299,461
<b>TOTAL</b>		299,461	-	-	-	-	-	\$299,461

# La Veta, Collins, & Chapman Radar Feedback Signage



# Chapman & Batavia Left Turn Signal Modification

Project 20329

**Department:** PUBLIC WORKS

**Program:** 5032 Traffic Operations

**Project Description:**

The project will provide for a protected left-turn phase for the northbound and southbound approaches on Batavia Street at Chapman Avenue to improve operational efficiency and enhance safety. The addition of a protected left turn is an effective countermeasure that can reduce the possibility of crashes. The scope of work includes installation of signal poles and gear, controller and cabinet, CCTV camera, new conduits, wiring, battery back-up system, loop detectors, ADA ramps, and restoration of existing improvements.

####

General Plan Element: Circulation & Mobility  
Estimated Completion Date: February 2021  
Environmental Status: Categorically Exempt

<b>Fund Description</b>	<b>Carryover</b>	<b>20-21</b>	<b>21-22</b>	<b>22-23</b>	<b>23-24</b>	<b>24-25</b>	<b>Total</b>
550 Reimbursable Capital Projects	373,390	-	-	-	-	-	\$373,390
<b>TOTAL</b>	373,390	-	-	-	-	-	\$373,390



# Tustin & La Veta Traffic Signal Upgrade

Project 20351

**Department:** PUBLIC WORKS

**Program:** 5032 Traffic Operations

**Project Description:**

The project will provide for traffic signal upgrades at the intersection to enhance the capacity and improve traffic signal operation at the intersection. The scope of work includes upgrading the video detection system, traffic signal controller and cabinet, modified controller foundation, and dual service pedestal.

####

General Plan Element: Circ&Mobility/Growth  
Estimated Completion Date: June 2021  
Environmental Status: Categorically Exempt

Fund Description		Carryover	20-21	21-22	22-23	23-24	24-25	Total
284	Tsip B - West Orange	107,400	-	-	-	-	-	\$107,400
<b>TOTAL</b>		107,400	-	-	-	-	-	\$107,400



# Chapman & Grand Left Turn Signal Modification

Project 20353

**Department:** PUBLIC WORKS

**Program:** 5032 Traffic Operations

**Project Description:**

The project will provide for a protected left-turn phase for the eastbound and westbound approaches on Chapman Avenue at Grand Street. The proposed signal modification will enhance the capacity and improve the traffic signal operation at the intersection. The project features decorative signal poles consistent with the Old Towne District theme. The scope of work includes installation of signal poles and gear, controller and cabinet, wiring, CCTV camera, electrical service, upgrade emergency vehicle preemption, and restoration of existing improvements.

####

General Plan Element: Circ&Mobil/Growth/CR  
Estimated Completion Date: June 2021  
Environmental Status: Categorically Exempt

Fund Description		Carryover	20-21	21-22	22-23	23-24	24-25	Total
284	Tsip B - West Orange	450,000	-	-	-	-	-	\$450,000
<b>TOTAL</b>		450,000	-	-	-	-	-	\$450,000



# Chapman & Cambridge Left Turn Signal Modification

Project 20354

**Department:** PUBLIC WORKS

**Program:** 5032 Traffic Operations

**Project Description:**

The project will provide for a protected left-turn phase for the eastbound, westbound, northbound, and southbound approaches on Chapman Avenue at Cambridge Street. The proposed signal modification will enhance the capacity and improve the traffic signal operation at the intersection. The scope of work includes installation of signal poles and gear, controller and cabinet, wiring, CCTV camera, electrical service, and restoration of existing improvements.

####

General Plan Element: Circ&Mobil/Growth/CR

Estimated Completion Date: June 2022

Environmental Status: Categorically Exempt

Fund Description		Carryover	20-21	21-22	22-23	23-24	24-25	Total
284	Tsip B - West Orange	425,000	-	-	-	-	-	\$425,000
<b>TOTAL</b>		425,000	-	-	-	-	-	\$425,000



# Streetlight Pole Replacement Program

Project 20374

**Department:** PUBLIC WORKS

**Program:** 5032 Traffic Operations

**Project Description:**

As a cost-saving measure, the City acquired an additional 4,359 streetlight poles from Southern California Edison (SCE) in FY18. Over half the poles are steel poles. An annual pole replacement program is necessary to maintain the acquired streetlight infrastructure. This program will annually replace 20 steel streetlight poles with City standard LED-retrofitted concrete poles and underground overhead wires.

####

General Plan Element: Circulation & Mobility  
Estimated Completion Date: Ongoing  
Environmental Status: Categorically Exempt

Fund Description		Carryover	20-21	21-22	22-23	23-24	24-25	Total
500	Capital Projects	240,000	175,000	250,000	250,000	250,000	250,000	\$1,415,000
<b>TOTAL</b>		240,000	175,000	250,000	250,000	250,000	250,000	\$1,415,000



# Garden Grove Blvd Signal Synchronization

Project 20376

**Department:** PUBLIC WORKS

**Program:** 5032 Traffic Operations

## Project Description:

The Garden Grove Boulevard Traffic Signal Synchronization Corridor is a multi-jurisdictional project between Valley View Street in Garden Grove and Bristol Street in Santa Ana. The corridor is 8.7 miles and includes 34 signals across the five jurisdictions of Garden Grove, Caltrans, Westminster, Santa Ana, and Orange. In Orange, there are two traffic signals along Garden Grove Boulevard, located at Lewis Street (shared with Garden Grove) and at The City Drive. The benefits of signal synchronization include a reduction in travel time, improvement in travel speed, greenhouse gas reduction, less fuel consumption, and an overall better travel experience. This project will be led by OCTA. The programmed funds are City fair share contribution to the TSSP grant, funded through M2.

####

General Plan Element: Circulation & Mobility  
Estimated Completion Date: September 2021  
Environmental Status: Categorically Exempt

Fund Description		Carryover	20-21	21-22	22-23	23-24	24-25	Total
284	Tsip B - West Orange	7,000	-	-	-	-	-	\$7,000
<b>TOTAL</b>		7,000	-	-	-	-	-	\$7,000

**Department:** PUBLIC WORKS

**Program:** 5032 Traffic Operations

**Project Description:**

The project will modify the Katella Avenue and Struck Avenue intersection to add a fourth leg and renovate the aging signal equipment. The scope of work includes installation of signal poles and gear, controller and cabinet, wiring, CCTV camera, electrical service, ADA ramps, modification of landscape medians, and restoration of existing improvements.

####

General Plan Element: Circulation & Mobility  
 Estimated Completion Date: August 2020  
 Environmental Status: Categorical Exemption

Fund Description		Carryover	20-21	21-22	22-23	23-24	24-25	Total
284	Tsip B - West Orange	78,059	-	-	-	-	-	\$78,059
<b>TOTAL</b>		78,059	-	-	-	-	-	\$78,059



# Katella & Batavia Signal Network Extension

Project 20378

**Department:** PUBLIC WORKS

**Program:** 5032 Traffic Operations

**Project Description:**

The project will extend the existing City's Traffic Signal Network along Katella Avenue from Main Street to Struck Avenue and along Batavia Street from Katella Avenue to Palm Avenue. The installation of fiber optic lines will enable the City's Traffic Management Center to communicate with the traffic signals along critical arterials to improve traffic signal operations, and traffic flow. This will also allow immediate incident monitoring and response to reduce traffic congestion.

####

General Plan Element: Circulation & Mobility

Estimated Completion Date: July 2023

Environmental Status: Categorically Exempt

Fund Description		Carryover	20-21	21-22	22-23	23-24	24-25	Total
284	Tsip B - West Orange	-	-	140,000	750,000	-	-	\$890,000
<b>TOTAL</b>		-	-	140,000	750,000	-	-	\$890,000



# Batavia & Taft Signal Network Extension

Project 20379

**Department:** PUBLIC WORKS

**Program:** 5032 Traffic Operations

**Project Description:**

The project will extend the existing City's Traffic Signal Network along Taft Avenue from Shaffer Street to Main Street and along Batavia Street from Taft Avenue to Fletcher Avenue. The installation of fiber optic lines will enable the City's Traffic Management Center to communicate with the traffic signals along critical arterials to improve traffic signal operations, and traffic flow. This will also allow immediate incident monitoring and response to reduce traffic congestion.

####

General Plan Element: Circulation & Mobility

Estimated Completion Date: July 2023

Environmental Status: Categorically Exempt

Fund Description		Carryover	20-21	21-22	22-23	23-24	24-25	Total
284	Tsip B - West Orange	-	-	-	170,000	-	-	\$170,000
<b>TOTAL</b>		-	-	-	170,000	-	-	\$170,000



# Glassell St Signal Network Extension

Project 20380

**Department:** PUBLIC WORKS

**Program:** 5032 Traffic Operations

**Project Description:**

The project will extend the existing City's Traffic Signal Network along Taft Avenue from Shaffer Street to Glassell Street and along Glassell Street from Taft Avenue to Lincoln Avenue. This will connect to the existing fiber lines on Glassell Street from Lincoln Avenue to Riverdale Avenue. The installation of fiber optic lines will enable the City's Traffic Management Center to communicate with the traffic signals along critical arterials to improve traffic signal operations and traffic flow. This will also allow immediate incident monitoring and response to reduce traffic congestion. Current funding is for design of the project.

####

General Plan Element: Circulation & Mobility  
 Estimated Completion Date: July 2023  
 Environmental Status: Categorically Exempt

Fund Description		Carryover	20-21	21-22	22-23	23-24	24-25	Total
284	Tsip B - West Orange	130,000	-	-	740,000	-	-	\$870,000
<b>TOTAL</b>		130,000	-	-	740,000	-	-	\$870,000

**Department:** PUBLIC WORKS

**Program:** 5032 Traffic Operations

**Project Description:**

As part of an ongoing project, which began 10 years ago, the Katella Avenue Traffic Signal Synchronization Corridor is a multi-jurisdictional project between the I-605 on-ramp in Los Alamitos and Jamboree Road/Santiago Canyon Road in Orange. The corridor is 19.6 miles and includes 73 signals across the nine jurisdictions of Los Alamitos, Caltrans, Cypress, Stanton, County of Orange, Garden Grove, Anaheim, Villa Park, and Orange. In Orange, the corridor is between Struck Avenue and Santiago Canyon Road/Jamboree Road and includes 19 traffic signals. The benefits of signal synchronization include a reduction in travel time, improvement in travel speed, greenhouse gas reduction, less fuel consumption, and an overall better travel experience. This project will be led by OCTA. The programmed funds are City fair share contribution to the TSSP grant-funded through M2.

####

General Plan Element: Circulation & Mobility  
 Estimated Completion Date: September 2021  
 Environmental Status: Categorically Exempt

Fund Description		Carryover	20-21	21-22	22-23	23-24	24-25	Total
284	Tsip B - West Orange	250,000	-	-	-	-	-	\$250,000
<b>TOTAL</b>		250,000	-	-	-	-	-	\$250,000



# Katella Ave Signal Network Extension

Project 20382

**Department:** PUBLIC WORKS

**Program:** 5032 Traffic Operations

**Project Description:**

The project will extend the existing City's Traffic Signal Network along Katella Avenue from Tustin Street to Santiago Boulevard and on Santiago Boulevard from Katella Avenue to Meats Avenue. The installation of fiber optic lines will enable the City's Traffic Management Center to communicate with the traffic signals along critical arterials to improve traffic signal operations and traffic flow. This will also allow immediate incident monitoring and response to reduce traffic congestion. Construction of improvements include upgrades to the controller cabinet and communication appurtenances.

####

General Plan Element: Circulation & Mobility  
Estimated Completion Date: July 2021  
Environmental Status: Categorically Exempt

Fund Description		Carryover	20-21	21-22	22-23	23-24	24-25	Total
284	Tsip B - West Orange	950,000	-	-	-	-	-	\$950,000
<b>TOTAL</b>		950,000	-	-	-	-	-	\$950,000



# Cannon & Serrano Intersection Modification

Project 20383

**Department:** PUBLIC WORKS

**Program:** 5011 Engineering

**Project Description:**

This project will add a second dedicated right turn lane on northbound Cannon Street to eastbound Serrano Avenue, in order to accommodate the increase in right-turn movements. The project will also widen the northerly curb face on Serrano Avenue in order to mitigate the bottlenecking effect of the existing two left-turn lanes for Southbound Serrano Avenue. Public Works has started the engineering and environmental phase of the project.

####

General Plan Element: Mitigated Negative Dec.  
Estimated Completion Date: June 2021  
Environmental Status: Mitigated Negative Declaration

Fund Description		Carryover	20-21	21-22	22-23	23-24	24-25	Total
263	Traffic Improvemnt -Measure M2	32,416	-	-	-	-	-	\$32,416
285	Tsip C - East Orange	-	250,000	-	-	-	-	\$250,000
550	Reimbursable Capital Projects	2,870	612,000	-	-	-	-	\$614,870
<b>TOTAL</b>		35,286	862,000	-	-	-	-	\$897,286

**Department:** PUBLIC WORKS

**Program:** 9645 Cdbg Projects

**Project Description:**

This project will rehabilitate Shaffer Street from La Veta Avenue to Hart Park. The rehabilitation will consist of removing and reconstructing badly damaged pavement, cold planing, and capping the roadway. Other aspects of the project may include replacement of damaged sidewalk, curb & gutter, and construction of ADA compliant ramps.

####

General Plan Element: Infrastructure  
 Estimated Completion Date: December 2020  
 Environmental Status: Categorically Exempt

Fund Description		Carryover	20-21	21-22	22-23	23-24	24-25	Total
310	Community Development Block Grant	96,232	-	-	-	-	-	\$96,232
<b>TOTAL</b>		96,232	-	-	-	-	-	\$96,232



# Civic Center Front Counter Remodel

Project 20408

**Department:** PUBLIC WORKS

**Program:** 5028 Facility Maintenance

**Project Description:**

This project will remodel the Public Works and Community Development front counter by providing more workspace behind the counter and install new work stations for better file storage and setup. Finance, City Attorney, and City Clerk front counter remodels are to be improved in future years. ADA accessibility, signage, and security enhancements will be assessed with each upgrade.

####

General Plan Element: Infrastructure  
Estimated Completion Date: June 2022  
Environmental Status: Categorically Exempt

Fund Description	Carryover	20-21	21-22	22-23	23-24	24-25	Total
725 Major Building Improvements	249,919	-	108,000	-	-	-	\$357,919
<b>TOTAL</b>	249,919	-	108,000	-	-	-	\$357,919

**Department:** PUBLIC WORKS

**Program:** 9645 Cdbg Projects

**Project Description:**

This project will rehabilitate Olive Street from Culver Avenue to La Veta Avenue. The rehabilitation will consist of removing and reconstructing badly damaged pavement, cold planing, and capping the roadway. Other aspects of the project may include replacement of damaged sidewalk, curb and gutter, and construction of ADA compliant ramps.

####

General Plan Element: Infrastructure  
 Estimated Completion Date: December 2020  
 Environmental Status: Categorically Exempt

Fund Description		Carryover	20-21	21-22	22-23	23-24	24-25	Total
310	Community Development Block Grant	99,000	-	-	-	-	-	\$99,000
<b>TOTAL</b>		99,000	-	-	-	-	-	\$99,000

**Department:** PUBLIC WORKS

**Program:** 9645 Cdbg Projects

**Project Description:**

This project will rehabilitate Clinton Street from Walnut Avenue to Palm Avenue. The rehabilitation will consist of removing and reconstructing badly damaged pavement, cold planing, and capping the roadway. Other aspects of the project may include replacement of damaged sidewalk, curb & gutter, and construction of ADA compliant ramps.

####

General Plan Element: Infrastructure  
 Estimated Completion Date: December 2020  
 Environmental Status: Categorically Exempt

Fund Description		Carryover	20-21	21-22	22-23	23-24	24-25	Total
310	Community Development Block Grant	172,000	-	-	-	-	-	\$172,000
<b>TOTAL</b>		172,000	-	-	-	-	-	\$172,000



# Sacramento Neighborhood St Rehabilitation Phase II

Project 20411

**Department:** PUBLIC WORKS

**Program:** 9645 Cdbg Projects

**Project Description:**

This project will rehabilitate the Sacramento Street Neighborhood. The project limits are Sacramento Street from Mt Vernon Avenue to the south end. The rehabilitation will consist of removing and reconstructing badly damaged pavement, cold planing, and capping the roadway. Other aspects of the project may include replacement of damaged sidewalk, curb & gutter, and construction of ADA compliant ramps.

####

General Plan Element: Infrastructure  
Estimated Completion Date: December 2020  
Environmental Status: Categorically Exempt

Fund Description		Carryover	20-21	21-22	22-23	23-24	24-25	Total
310	Community Development Block Grant	272,000	-	-	-	-	-	\$272,000
<b>TOTAL</b>		272,000	-	-	-	-	-	\$272,000

**Department:** PUBLIC WORKS

**Program:** 5011 Engineering

**Project Description:**

This project will study and develop a streetscape standard for Old Towne that will include the replacements of the brick sidewalk and other amenities in the public right-of-way on Glassell Street and Chapman Avenue. Staff will evaluate needed sidewalk improvements that may include the removal of existing trees and the replacement of new trees that are more suitable for their location.

####

General Plan Element: Infrastructure  
 Estimated Completion Date: July 2020  
 Environmental Status: Categorically Exempt

Fund Description		Carryover	20-21	21-22	22-23	23-24	24-25	Total
263	Traffic Improvemnt -Measure M2	10,000	-	-	-	-	-	\$10,000
<b>TOTAL</b>		10,000	-	-	-	-	-	\$10,000



# Tustin St Signal Synchronization

Project 20425

**Department:** PUBLIC WORKS

**Program:** 5031 Transportation Planning

**Project Description:**

The Tustin Street Traffic Signal Synchronization project a multi-jurisdictional project between First Street in Tustin and Wabash Avenue in Yorba Linda. The corridor is over 11 miles and includes 55 signals across the seven jurisdictions. 25 of the signals are within the City of Orange. The benefits of signal synchronization include a reduction in travel time, improvement in travel speed, greenhouse gas reduction, less fuel consumption, and an overall better travel experience. This project will be led by City of Orange and primarily funded through Measure M2.

####

General Plan Element: Circulation & Mobility  
 Estimated Completion Date: June 2025  
 Environmental Status: Categorically Exempt

Fund Description		Carryover	20-21	21-22	22-23	23-24	24-25	Total
284	Tsip B - West Orange	264,685	-	-	-	-	-	\$264,685
550	Reimbursable Capital Projects	-	3,650,000	-	-	-	-	\$3,650,000
<b>TOTAL</b>		264,685	3,650,000	-	-	-	-	\$3,914,685

**Department:** PUBLIC WORKS

**Program:** 5011 Engineering

**Project Description:**

This project replaces existing deficient drainage systems and constructs new storm drain lines as needed per the Master Plan of Drainage to alleviate localized flooding.

####

General Plan Element: Infrastructure

Estimated Completion Date: Ongoing

Environmental Status: Categorically Exempt

Fund Description		Carryover	20-21	21-22	22-23	23-24	24-25	Total
220	Sanitation And Sewer	-	500,000	500,000	500,000	500,000	500,000	\$2,500,000
<b>TOTAL</b>		-	500,000	500,000	500,000	500,000	500,000	\$2,500,000

**Department:** PUBLIC WORKS

**Program:** 5021 Street Maintenance Services

**Project Description:**

The Citywide sidewalk assessment identifies the condition of 550 miles of sidewalk, ADA access ramps, and identifies maintenance needs. This assessment will also include 1) Ranking the deficient sidewalk and ramps and determine how the information will integrate with the current GIS system 2) Recommend repairs and treatment for each damaged area, including approximate costs 3) Train staff on how to continue collecting information and update the database.

####

General Plan Element: Circ&Mobility/Growth

Estimated Completion Date: June 2022

Environmental Status: Categorically Exempt

Fund Description		Carryover	20-21	21-22	22-23	23-24	24-25	Total
272	Gas Tax 2105	-	250,000	-	-	-	-	\$250,000
<b>TOTAL</b>		-	250,000	-	-	-	-	\$250,000

**Department:** PUBLIC WORKS

**Program:** 5023 Fleet Services

**Project Description:**

The eight existing hoists used to lift apparatus and other heavy vehicles have reached the end of their lifecycle. The replacement parts are obsolete, and salvaging parts from a hoist that stopped working is not the best practice. The existing equipment lifts up to 15,000 pounds per hoist, requiring six lifts per each heavy vehicle. New vehicles are weighing more which contributes to the critical need for replacing the hoists. This project will purchase six new hoists, each lifting up to 19,000 pounds which will meet or exceed the demands of the modern heavy vehicles. In addition, the new hoists are wireless and will operate in the event of a power outage allowing continued service to entire fleet.

####

General Plan Element: Infrastructure/Econ Dev  
 Estimated Completion Date: June 2021  
 Environmental Status: Categorically Exempt

<b>Fund Description</b>	<b>Carryover</b>	<b>20-21</b>	<b>21-22</b>	<b>22-23</b>	<b>23-24</b>	<b>24-25</b>	<b>Total</b>
720 Equipment Replacement	-	100,000	-	-	-	-	\$100,000
<b>TOTAL</b>	-	100,000	-	-	-	-	\$100,000



# Orange Community Shuttle Feasibility Study

Project 20443

**Department:** PUBLIC WORKS

**Program:** 5031 Transportation Planning

**Project Description:**

This project will explore opportunities and benefits for a new community shuttle service. The service could provide an alternative to driving while connecting key destinations such as the Outlets, medical corridor, Old Towne, and Chapman University.

####

General Plan Element: Circulation & Mobility  
Estimated Completion Date: June 2021  
Environmental Status: Categorically Exempt

Fund Description		Carryover	20-21	21-22	22-23	23-24	24-25	Total
263	Traffic Improvemnt -Measure M2	-	15,000	-	-	-	-	\$15,000
550	Reimbursable Capital Projects	-	60,000	-	-	-	-	\$60,000
<b>TOTAL</b>		-	75,000	-	-	-	-	\$75,000

**Department:** PUBLIC WORKS

**Program:** 5028 Facility Maintenance

**Project Description:**

The Citywide Facilities Conditions Assessment (FCA) was completed in 2016 and identified that the Police Station Headquarter atrium glazing has reached the end of its life cycle. This project will investigate the feasibility of rehabilitating the existing glass glazing to current standards or replacing the glazing with a roofing system that requires less maintenance during its life cycle. The project will proceed based on findings and assistance from the architect.

####

General Plan Element: Infrastructure  
 Estimated Completion Date: June 2021  
 Environmental Status: Categorically Exempt

Fund Description		Carryover	20-21	21-22	22-23	23-24	24-25	Total
953	City Trf: Nw & Sw Merged 2003 Tax Exe	-	160,000	-	-	-	-	\$160,000
954	City Trf: Merged 2008 Tax Exempt Bond	-	3,340,000	-	-	-	-	\$3,340,000
<b>TOTAL</b>		-	3,500,000	-	-	-	-	\$3,500,000



# Prospect & Spring Right Turn Lane Modification

Project 20458

**Department:** PUBLIC WORKS

**Program:** 5011 Engineering

**Project Description:**

This project will add a dedicated right-turn lane on the exit to Grijalva Park to southbound Prospect Avenue. Construction is expected to commence in early 2021.

###

General Plan Element: Circ&Mo/Growth

Estimated Completion Date: June 2022

Environmental Status: Categorically Exempt

Fund Description		Carryover	20-21	21-22	22-23	23-24	24-25	Total
284	Tsip B - West Orange	-	400,000	500,000	-	-	-	\$900,000
<b>TOTAL</b>		-	400,000	500,000	-	-	-	\$900,000

**Department:** PUBLIC WORKS

**Program:** 5032 Traffic Operations

**Project Description:**

This project will post wayfinding signage from the Fwy. 55 to the Orange Towne Plaza. The wayfinding signage will direct public from the off ramps and the east side of the City to the Old Towne Plaza and other landmarks.

###

General Plan Element: Circ&Mobility/Safety

Estimated Completion Date: Ongoing

Environmental Status: Categorically Exempt

Fund Description		Carryover	20-21	21-22	22-23	23-24	24-25	Total
954	City Trf: Merged 2008 Tax Exempt Bond	-	25,000	-	-	-	-	\$25,000
<b>TOTAL</b>		-	25,000	-	-	-	-	\$25,000

**Department:** PUBLIC WORKS

**Program:** 5028 Facility Maintenance

**Project Description:**

This project will encompass all facility improvements for Main Library. This project will upgrade all the restroom fixtures and replace necessary piping. The dumbwaiter elevator which transports surplus books to the basement is due to a technology upgrade. This upgrade will replace the computer and the motor in addition to minor repairs. This scope of work also includes removing the wave monument and reinstalling the necessary fire suppression system and lighting.

###

General Plan Element: Infrastructure/Econ Dev

Estimated Completion Date: Ongoing

Environmental Status: Categorically Exempt

Fund Description		Carryover	20-21	21-22	22-23	23-24	24-25	Total
573	Library Facility Fees	-	36,000	120,000	-	-	-	\$156,000
725	Major Building Improvements	-	18,000	-	-	-	-	\$18,000
<b>TOTAL</b>		-	54,000	120,000	-	-	-	\$174,000

**Department:** PUBLIC WORKS

**Program:** 5028 Facility Maintenance

**Project Description:**

This project will encompass all facility improvements for Taft Library. In an attempt to mitigate leaks and downtime to the restroom, this project will upgrade all the restroom fixtures and replace necessary piping. This project will remove the existing built-up roof and replace it with a new roof. This scope of work includes removing approximately 8,000 square feet of existing carpet and replacing it with new. The carpet will be replaced upon completion of the roof replacement. Interior painting will also be addressed throughout the Library.

###

General Plan Element: Infrastructure/Econ Dev

Estimated Completion Date: Ongoing

Environmental Status: Categorically Exempt

Fund Description	Carryover	20-21	21-22	22-23	23-24	24-25	Total
573 Library Facility Fees	-	218,000	78,000	-	-	-	\$296,000
<b>TOTAL</b>	-	218,000	78,000	-	-	-	\$296,000

**Department:** PUBLIC WORKS

**Program:** 5028 Facility Maintenance

**Project Description:**

This project will encompass all facility improvements for El Modena Library. This project will upgrade all the restroom fixtures and replace necessary piping. Interior painting will also be addressed throughout the Library. This scope of work includes removing approximately 8,000 square feet of existing carpet and replacing it with new.

###

General Plan Element: Infrastructure/Econ Dev  
 Estimated Completion Date: Ongoing  
 Environmental Status: Categorically Exempt

Fund Description	Carryover	20-21	21-22	22-23	23-24	24-25	Total
573 Library Facility Fees	-	78,000	78,000	-	-	-	\$156,000
<b>TOTAL</b>	-	78,000	78,000	-	-	-	\$156,000



# Fire Station 3 Facility Improvements

Project 20464

**Department:** PUBLIC WORKS

**Program:** 5028 Facility Maintenance

**Project Description:**

This project will remove the existing shingle roof and replace it with new at Fire Station 3. Furthermore, the scope of work includes removing the hose tower and refinishing its geographical location to match the new roof.

####

General Plan Element: Public Safety  
Estimated Completion Date: June 2021  
Environmental Status: Categorically Exempt

<b>Fund Description</b>	<b>Carryover</b>	<b>20-21</b>	<b>21-22</b>	<b>22-23</b>	<b>23-24</b>	<b>24-25</b>	<b>Total</b>
500 Capital Projects	-	360,000	-	-	-	-	\$360,000
<b>TOTAL</b>	-	360,000	-	-	-	-	\$360,000



# Fire Station Flooring Improvements

Project 20465

**Department:** PUBLIC WORKS

**Program:** 5028 Facility Maintenance

**Project Description:**

This project will revitalize the carpeting in three fire stations (2, 6, & 7). The carpets have seen a lot of wear and tear over the years and are past their life expectancy. One station will be recarpeted each year over three years.

###

General Plan Element: Public Safety  
Estimated Completion Date: June 2023  
Environmental Status: Categorically Exempt

<b>Fund Description</b>	<b>Carryover</b>	<b>20-21</b>	<b>21-22</b>	<b>22-23</b>	<b>23-24</b>	<b>24-25</b>	<b>Total</b>
560 Fire Facility Fee Districts All Com 6/07	-	33,500	21,500	21,500	-	-	\$76,500
<b>TOTAL</b>	-	33,500	21,500	21,500	-	-	\$76,500

## Fire Station Flooring Improvements



# Glassell & Walnut Left Turn Signal Modification

Project 30029

**Department:** PUBLIC WORKS

**Program:** 5032 Traffic Operations

**Project Description:**

The project will provide for a protected left-turn phasing for the northbound and southbound approaches on Glassell Street at Walnut Avenue. The project will also restripe Walnut Avenue to provide a left-turn lane, and protected left-turn phasing on both the westbound and eastbound approaches. The improvements, when constructed, will improve the traffic flow and safety at the intersection for both vehicles and pedestrians by clearly defining rights-of-way.

####

General Plan Element: Growth Management  
Estimated Completion Date: December 2020  
Environmental Status: Categorically Exempt

Fund Description		Carryover	20-21	21-22	22-23	23-24	24-25	Total
263	Traffic Improvemnt -Measure M2	30,482	-	-	-	-	-	\$30,482
284	Tsip B - West Orange	13,074	-	-	-	-	-	\$13,074
550	Reimbursable Capital Projects	-	-	-	-	-	-	-
<b>TOTAL</b>		43,556	-	-	-	-	-	\$43,556

## Glassell & Walnut Left Turn Signal Modification



# Chapman & James Left Turn Signal Modification

Project 30030

**Department:** PUBLIC WORKS

**Program:** 5032 Traffic Operations

**Project Description:**

The project will provide for the installation of protected left-turn phasing for the westbound approach on Chapman Avenue at James Street. The improvements, when constructed, will improve the traffic flow and safety at the intersection for both vehicles and pedestrians by clearly defining the right-of-way.

####

General Plan Element: Growth Management  
Estimated Completion Date: December 2020  
Environmental Status: Categorically Exempt

Fund Description		Carryover	20-21	21-22	22-23	23-24	24-25	Total
263	Traffic Improvemnt -Measure M2	22,895	-	-	-	-	-	\$22,895
550	Reimbursable Capital Projects	-	-	-	-	-	-	-
<b>TOTAL</b>		22,895	-	-	-	-	-	\$22,895

**Department:** PUBLIC WORKS

**Program:** 5028 Facility Maintenance

**Project Description:**

The 501(c)(3) non-profit, Orange Children and Parents Together (OCPT) has an agreement with the City to utilize facility space at the El Modena Branch Library. As part of their agreement, the City utilizes OCPT funding to make various improvements at the facility to comply with State inspections and an aging facility.

####

General Plan Element: Circulation & Mobility  
 Estimated Completion Date: Ongoing  
 Environmental Status: Categorically Exempt

Fund Description		Carryover	20-21	21-22	22-23	23-24	24-25	Total
150	O.C.P.T. Building Maintenance	43,760	-	-	-	-	-	\$43,760
<b>TOTAL</b>		43,760	-	-	-	-	-	\$43,760



# Glassell & Meats Left Turn Signal Modification

Project 30080

**Department:** PUBLIC WORKS

**Program:** 5011 Engineering

**Project Description:**

The project will provide for a protected left-turn phase for the northbound and southbound approaches on Glassell Street at Meats Avenue. The addition of a protected left turn lane is an effective countermeasure that will reduce the possibility of crashes. The scope of work includes replacement of signal poles and gear, new conduit, wiring, battery back-up system, loop detectors, ADA ramps, and restoration of existing improvements.

####

General Plan Element: Circulation & Mobility

Estimated Completion Date: June 2021

Environmental Status: Categorically Exempt

<b>Fund Description</b>	<b>Carryover</b>	<b>20-21</b>	<b>21-22</b>	<b>22-23</b>	<b>23-24</b>	<b>24-25</b>	<b>Total</b>
550 Reimbursable Capital Projects	215,502	-	-	-	-	-	\$215,502
<b>TOTAL</b>	215,502	-	-	-	-	-	\$215,502



# Glassell & Collins Left Turn Signal Modification

Project 30081

**Department:** PUBLIC WORKS

**Program:** 5011 Engineering

**Project Description:**

The project will provide for a protected left-turn phase for the northbound and southbound approaches on Glassell Street at Collins Avenue. The addition of a protected left-turn lane is an effective countermeasure that will reduce the possibility of crashes. The scope of work includes replacement of signal poles and gear, new conduit, wiring, battery back-up system, loop detectors, ADA ramps, and restoration of existing improvements.

####

General Plan Element: Circulation & Mobility

Estimated Completion Date: June 2021

Environmental Status: Categorically Exempt

<b>Fund Description</b>	<b>Carryover</b>	<b>20-21</b>	<b>21-22</b>	<b>22-23</b>	<b>23-24</b>	<b>24-25</b>	<b>Total</b>
550 Reimbursable Capital Projects	248,914	-	-	-	-	-	\$248,914
<b>TOTAL</b>	248,914	-	-	-	-	-	\$248,914



# Accessible Pedestrian Signals Installation

Project 30082

**Department:** PUBLIC WORKS

**Program:** 5011 Engineering

**Project Description:**

The project will provide for the upgrade of outdated Accessible Pedestrian Signals (APS) at 12 intersections citywide. These intersections are in close proximity to medical facilities. The APS is a device that communicates the WALK and DON'T WALK intervals at signalized intersections to visually and hearing impaired pedestrians. The upgrade will conform with the latest APS standards for audible tones and vibrotactile surfaces specified in the California Manual of Uniform Traffic Control Devices. The upgraded APS will provide a safer environment for the hearing and visually impaired pedestrians.

####

General Plan Element: Circulation / Safety  
 Estimated Completion Date: December 2020  
 Environmental Status: Categorically Exempt

Fund Description	Carryover	20-21	21-22	22-23	23-24	24-25	Total
550 Reimbursable Capital Projects	159,870	-	-	-	-	-	\$159,870
<b>TOTAL</b>	159,870	-	-	-	-	-	\$159,870



# Pedestrian Countdown Signals Installation

Project 30083

**Department:** PUBLIC WORKS

**Program:** 5011 Engineering

**Project Description:**

The project will provide for the upgrade of outdated Pedestrian Countdown Signals (PCS) at 33 intersections citywide. These intersections are located at arterials with high traffic and pedestrian volumes. The current PCS has a flashing hand which has relatively poor pedestrian comprehension. The PCS upgrade will replace the flashing hand with flashing numbers that count down the time remaining in the pedestrian interval. This will improve pedestrian comprehension and eliminate confusion with the flashing hand. The upgraded PCS will enhance the safety and security for pedestrians and bicyclists. The project also includes the painting of high visibility crosswalks and installation of battery back up at four intersections.

####

General Plan Element: Circulation / Safety  
 Estimated Completion Date: July 2020  
 Environmental Status: Categorically Exempt

<b>Fund Description</b>	<b>Carryover</b>	<b>20-21</b>	<b>21-22</b>	<b>22-23</b>	<b>23-24</b>	<b>24-25</b>	<b>Total</b>
550 Reimbursable Capital Projects	338,992	-	-	-	-	-	\$338,992
<b>TOTAL</b>	338,992	-	-	-	-	-	\$338,992

**Department:** PUBLIC WORKS

**Program:** 5022 Refuse & Sanitation Services

**Project Description:**

This project will install a BioClean Separating Baffle Box or equal on Collins Avenue approximately 100 feet west of Parker Street. The existing storm drain system is a 48" storm drain line that ultimately discharges into Bitterbush Channel located 2,220 feet downstream of the proposed location. The project will also install 10 connector pipe screens on Tustin Avenue to capture litter from commercial sites along Tustin Street.

####

General Plan Element: Infrastructure  
 Estimated Completion Date: July 2020  
 Environmental Status: Categorically Exempt

Fund Description		Carryover	20-21	21-22	22-23	23-24	24-25	Total
220	Sanitation And Sewer	71,710	-	-	-	-	-	\$71,710
550	Reimbursable Capital Projects	249,360	-	-	-	-	-	\$249,360
<b>TOTAL</b>		321,070	-	-	-	-	-	\$321,070

**Department:** PUBLIC WORKS

**Program:** 5032 Traffic Operations

**Project Description:**

The project will provide for the installation of a traffic signal at the intersection of Glassell Street and Palmyra Avenue. The signalization of the intersection is an effective countermeasure that can reduce the possibility of crashes. The scope of work includes installation of signal poles, controller and cabinet, CCTV camera, new conduit, signal wiring, loop detectors, ADA ramps, wireless antenna, dual meter service, emergency vehicle preemption, and audible pedestrian push buttons.

####

General Plan Element: Circulation & Mobility  
 Estimated Completion Date: December 2023  
 Environmental Status: Categorically Exempt

Fund Description	Carryover	20-21	21-22	22-23	23-24	24-25	Total
550 Reimbursable Capital Projects	-	369,100	-	-	-	-	\$369,100
<b>TOTAL</b>	-	369,100	-	-	-	-	\$369,100



# Cambridge Storm Drain Improvement Phase III

Project 30117

**Department:** PUBLIC WORKS

**Program:** 5011 Engineering

## Project Description:

This project will remove and replace a portion of the existing deficient drainage system on Cambridge Street and extend the system to its ultimate condition per the Master Plan of Drainage. The project limits are from Maple Avenue to Oakmont Avenue on Cambridge Street. This project will also construct the storm drain laterals on Walnut Avenue, from Cambridge Street to California Street, and Palm Avenue, from Cambridge Street to Maplewood Avenue. The proposed improvements will reduce localized flooding and contain the 100-year storm event within the street right of way. The City will be seeking funding for the project via the Hazard Mitigation Grant Program DR-4344.

####

General Plan Element: Infrastructure  
Estimated Completion Date: May 2022  
Environmental Status: Mitigated Negative Declaration

Fund Description		Carryover	20-21	21-22	22-23	23-24	24-25	Total
520	Sewer Construction	-	428,982	428,982	-	-	-	\$857,964
550	Reimbursable Capital Projects	-	2,573,885	-	-	-	-	\$2,573,885
<b>TOTAL</b>		-	3,002,867	428,982	-	-	-	\$3,431,849

**Department:** PUBLIC WORKS

**Program:** 5031 Transportation Planning

**Project Description:**

This project will provide for a new traffic signal at the intersection of Lemon Street and Palm Avenue. The traffic signal will reduce conflicts between vehicle and pedestrian flows at this busy intersection. The project will include new traffic signal poles, controller and cabinet, video detection, safety lighting, wheelchair ramps, enhanced traffic signs, and pavement markings.

####

General Plan Element: Circulation & Mobility

Estimated Completion Date: June 2021

Environmental Status: Categorically Exempt

Fund Description		Carryover	20-21	21-22	22-23	23-24	24-25	Total
550	Reimbursable Capital Projects	574,100	-	-	-	-	-	\$574,100
<b>TOTAL</b>		574,100	-	-	-	-	-	\$574,100

**Department:** PUBLIC WORKS

**Program:** 9645 Cdbg Projects

**Project Description:**

This project will rehabilitate the streets in the Hoover Neighborhood, which includes but not is limited to cold planing (miling) the existing asphalt, asphalt concrete overlay installation, slurry seal, reconstruction of sidewalks, curb and gutters, driveways, cross gutters, and corresponding adjustment of manholes and water valves to grade on residential streets.

####

General Plan Element: Infrastructure  
 Estimated Completion Date: June 2021  
 Environmental Status: Categorically Exempt

Fund Description		Carryover	20-21	21-22	22-23	23-24	24-25	Total
310	Community Development Block Grant	-	611,830	-	-	-	-	\$611,830
<b>TOTAL</b>		-	611,830	-	-	-	-	\$611,830

**Department:** PUBLIC WORKS

**Program:** 5032 Traffic Operations

**Project Description:**

The Glassell Street Traffic Signal Synchronization Project is a multi-jurisdictional project between Lambert in Brea to Dyer Rd. in Santa Ana. The corridor is about 15 miles and includes 60 signals across the six jurisdictions of Caltrans, Brea, Placentia, Anaheim, Santa Ana, and Orange. The corridor runs through Orange between the 22 Freeway and Riverdale Avenue and includes 17 traffic signals. The benefits of signal synchronization include a reduction in travel time, improvement in travel speed, greenhouse gas reduction, less fuel consumption, and an overall better travel experience. This Project will be led by OCTA. The programmed funds represent 4% City fair share contribution and the remaining funding comes from the SB-1 Grant (80%) and OCTA contribution (16%).

####

General Plan Element: Circulation & Mobility  
 Estimated Completion Date: September 2022  
 Environmental Status: Categorically Exempt

Fund Description		Carryover	20-21	21-22	22-23	23-24	24-25	Total
284	Tsip B - West Orange	60,000	-	-	-	-	-	\$60,000
<b>TOTAL</b>		60,000	-	-	-	-	-	\$60,000

**Department:** WATER

**Program:** 8011 Water Production

**Project Description:**

This project provides funding to replace and construct Water Utility Security improvements at various water facilities as identified in the Water System Vulnerability Assessment. The improvement areas include block walls, fencing, surveillance cameras, and other improvements.

####

General Plan Element: Safety/Infrastructure  
 Estimated Completion Date: Ongoing  
 Environmental Status: Categorically Exempt

<b>Fund Description</b>	<b>Carryover</b>	<b>20-21</b>	<b>21-22</b>	<b>22-23</b>	<b>23-24</b>	<b>24-25</b>	<b>Total</b>
600 Water	17,111	25,000	25,000	25,000	25,000	25,000	\$142,111
<b>TOTAL</b>	17,111	25,000	25,000	25,000	25,000	25,000	\$142,111

**Department:** WATER

**Program:** 8041 Water Distribution

**Project Description:**

This project provides for the repair or replacement of water meters in the water system to reduce water loss and accurately bill for water usage. As part of the on-going 15-year small meter replacement program, an average of 1,800 small meters are replaced per year. Additionally, this project allows for the automated method of gathering meter reads, consumption data, and other system information that will benefit water operations and customers.

####

General Plan Element: Natural Resources/Infra  
 Estimated Completion Date: Ongoing  
 Environmental Status: Categorically Exempt

Fund Description	Carryover	20-21	21-22	22-23	23-24	24-25	Total
600 Water	-314	150,000	150,000	150,000	150,000	150,000	\$749,686
<b>TOTAL</b>	-314	150,000	150,000	150,000	150,000	150,000	\$749,686

**Department:** WATER

**Program:** 8011 Water Production

**Project Description:**

Well 28 is a proposed new 3,000 gallons per minute (GPM) groundwater production facility to be located at the northeast corner of Maple Avenue and Lemon Street. The property was acquired through an exchange of lands between the City and Chapman University. Well 28 will replace existing Wells 3 and 15. This project includes design, well drilling, pump installation, electrical, storm drain, treatment, and a pocket park.

####

General Plan Element: Infrastructure

Estimated Completion Date: November 2022

Environmental Status: Mitigated Negative Declaration

<b>Fund Description</b>	<b>Carryover</b>	<b>20-21</b>	<b>21-22</b>	<b>22-23</b>	<b>23-24</b>	<b>24-25</b>	<b>Total</b>
600 Water	1,501,374	2,500,000	-	-	-	-	\$4,001,374
<b>TOTAL</b>	1,501,374	2,500,000	-	-	-	-	\$4,001,374

**Department:** WATER

**Program:** 8011 Water Production

**Project Description:**

This project provides for on-going inspection, repair, and refurbishment of 12 existing water wells.

####

General Plan Element: Natural Resources/Infra.

Estimated Completion Date: Ongoing

Environmental Status: Categorically Exempt

<b>Fund Description</b>	<b>Carryover</b>	<b>20-21</b>	<b>21-22</b>	<b>22-23</b>	<b>23-24</b>	<b>24-25</b>	<b>Total</b>
600 Water	43,659	-	125,000	125,000	125,000	125,000	\$543,659
<b>TOTAL</b>	43,659	-	125,000	125,000	125,000	125,000	\$543,659

**Department:** WATER

**Program:** 8011 Water Production

**Project Description:**

This project includes the design and construction to complete the 100-horsepower pressure pump station in northeast Orange. This pump station will move water from Zone 3 to Zone 4.

####

General Plan Element: Infrastructure/Econ Dev

Estimated Completion Date: July 2025

Environmental Status: Environmental Impact Report

Fund Description	Carryover	20-21	21-22	22-23	23-24	24-25	Total
600 Water	29,772	-	-	-	500,000	1,000,000	\$1,529,772
<b>TOTAL</b>	29,772	-	-	-	500,000	1,000,000	\$1,529,772

**Department:** WATER

**Program:** 8041 Water Distribution

**Project Description:**

This project provides for ongoing inspection, repair, and replacement of interior and exterior cathodic protection systems for steel water tanks in the water system. Each of the steel tanks rely on a functioning cathodic protection system for corrosion protection.

####

General Plan Element: Natural Resources/Safety  
 Estimated Completion Date: Ongoing  
 Environmental Status: Categorically Exempt

Fund Description	Carryover	20-21	21-22	22-23	23-24	24-25	Total
600 Water	228,829	-	-	50,000	50,000	50,000	\$378,829
<b>TOTAL</b>	228,829	-	-	50,000	50,000	50,000	\$378,829

**Department:** WATER

**Program:** 8041 Water Distribution

**Project Description:**

This project is part of a long-term reservoir maintenance program that provides for the repair and replacement of interior protective coatings for all 15 steel reservoirs in the water system.

####

General Plan Element: Natural Resources/Safety

Estimated Completion Date: Ongoing

Environmental Status: Categorically Exempt

Fund Description	Carryover	20-21	21-22	22-23	23-24	24-25	Total
600 Water	87,459	-	-	-	500,000	-	\$587,459
<b>TOTAL</b>	87,459	-	-	-	500,000	-	\$587,459

**Department:** WATER

**Program:** 8041 Water Distribution

**Project Description:**

This project provides for the design and construction of a 1 million gallon steel water tank at a site directly adjacent to the existing Reservoir 3. This tank will provide additional storage for existing residential needs and fire protection for Zone 3 in northeast Orange.

####

General Plan Element: Land/Safety/Infrastructure

Estimated Completion Date: June 2025

Environmental Status: Mitigated Negative Declaration

Fund Description	Carryover	20-21	21-22	22-23	23-24	24-25	Total
600 Water	-	-	-	-	750,000	1,000,000	\$1,750,000
<b>TOTAL</b>	-	-	-	-	750,000	1,000,000	\$1,750,000

**Department:** WATER

**Program:** 8011 Water Production

**Project Description:**

This project provides for design, specifications, cost estimates, and construction of site stabilization for the Reservoir 2A site in the Vista Royale Tract, located in northwest Orange. This existing facility is being monitored for peripheral movement. The proposed remediation includes the installation of soldier piles and grade beams to minimize future differential movement on site.

####

General Plan Element: Safety/Infrastructure

Estimated Completion Date: June 2022

Environmental Status: Mitigative Negative Declaration

<b>Fund Description</b>	<b>Carryover</b>	<b>20-21</b>	<b>21-22</b>	<b>22-23</b>	<b>23-24</b>	<b>24-25</b>	<b>Total</b>
600 Water	991,405	-	-	-	-	-	\$991,405
<b>TOTAL</b>	991,405	-	-	-	-	-	\$991,405

**Department:** WATER

**Program:** 8041 Water Distribution

**Project Description:**

This project provides for the design and construction of water mainline replacements for the City's water system. Approximately two miles of pipeline are targeted to be replaced annually due to increasing age, substandard sizing, corrosion, or high maintenance.

####

General Plan Element: Infrastructure/Econ Dev  
 Estimated Completion Date: Ongoing  
 Environmental Status: Categorically Exempt

Fund Description	Carryover	20-21	21-22	22-23	23-24	24-25	Total
600 Water	2,410,954	1,500,000	1,500,000	2,000,000	2,000,000	2,000,000	\$11,410,954
<b>TOTAL</b>	2,410,954	1,500,000	1,500,000	2,000,000	2,000,000	2,000,000	\$11,410,954

**Department:** WATER

**Program:** 8011 Water Production

**Project Description:**

This project provides for the design and construction of an updated Supervisory Control and Data Acquisition (SCADA) system. This computer-driven telemetry system allows for remote monitoring and control of all water sources of supply, pumping, storage, and flow control facilities.

####

General Plan Element: Safety/Infrastructure  
 Estimated Completion Date: Ongoing  
 Environmental Status: Categorically Exempt

Fund Description	Carryover	20-21	21-22	22-23	23-24	24-25	Total
600 Water	2,171	-	-	50,000	50,000	50,000	\$152,171
<b>TOTAL</b>	2,171	-	-	50,000	50,000	50,000	\$152,171

**Department:** WATER

**Program:** 8011 Water Production

**Project Description:**

This project provides for the acquisition of one fixed 480-volt three-phase emergency generator to be used to supply emergency electricity to water pumping facilities during power outages. Locations of the generators vary throughout water facilities.

####

General Plan Element: Safety/Infrastructure  
 Estimated Completion Date: Ongoing  
 Environmental Status: Categorically Exempt

Fund Description	Carryover	20-21	21-22	22-23	23-24	24-25	Total
600 Water	176,090	-	100,000	-	250,000	-	\$526,090
<b>TOTAL</b>	176,090	-	100,000	-	250,000	-	\$526,090

**Department:** WATER

**Program:** 8011 Water Production

**Project Description:**

This project provides for the development of an updated Water Master Plan and updated Water Model, which includes an updated professional report addressing required water system needs and operations in conjunction with current industry standards and governmental regulations.

####

General Plan Element: Infrastructure  
 Estimated Completion Date: October 2020  
 Environmental Status: Categorically Exempt

<b>Fund Description</b>	<b>Carryover</b>	<b>20-21</b>	<b>21-22</b>	<b>22-23</b>	<b>23-24</b>	<b>24-25</b>	<b>Total</b>
600 Water	315,000	-	-	-	-	-	\$315,000
<b>TOTAL</b>	315,000	-	-	-	-	-	\$315,000

**Department:** WATER

**Program:** 8011 Water Production

**Project Description:**

Well 29 is a proposed new 3,000 gallons per minute groundwater production facility to replace Well 8 located at Katella Ave. and Struck Ave. This project includes design, well drilling, pump installation, electrical, storm drain, piping connection, treatment, and an emergency power generator. Orange County Water District is providing funding for conjunctive use program to assist with construction of this project.

####

General Plan Element: Infra/Land Use/Econ Dev.

Estimated Completion Date: June 2023

Environmental Status: Mitigated Negative Declaration

Fund Description		Carryover	20-21	21-22	22-23	23-24	24-25	Total
550	Reimbursable Capital Projects	-	-	1,600,000	-	-	-	\$1,600,000
600	Water	-	-	400,000	2,000,000	-	-	\$2,400,000
<b>TOTAL</b>		-	-	2,000,000	2,000,000	-	-	\$4,000,000

**Department:** WATER

**Program:** 8011 Water Production

**Project Description:**

This project provides for the preparation of the 5-year Water Rate Adjustment and the update of the Water Rate Model. The Rate Study helps Council set appropriate water rates and ensure revenue matches expenditures for water service.

####

General Plan Element: Infrastructure

Estimated Completion Date: October 2022

Environmental Status: Categorically Exempt

Fund Description	Carryover	20-21	21-22	22-23	23-24	24-25	Total
600 Water	-	-	100,000	-	-	-	\$100,000
<b>TOTAL</b>	-	-	100,000	-	-	-	\$100,000

**Department:** WATER

**Program:** 8041 Water Distribution

**Project Description:**

This project provides for the design and construction of the warehouse replacement. The existing 5,000 square feet warehouse will be renovated and used in conjunction with the proposed Fire Department Headquarter. The replacement warehouse will be constructed at the water division's south yard for parts and equipment storage. This project also provides for the cover structure over the water division's materials storage area in compliance with the National Pollutants Discharge Elimination System (NPDES) requirements. The structure prevents run-off from washing out construction material such as sands, asphalt, base, and soil into the storm drain system. It also helps reduce noise and assists with dust control. This project will also pursue sustainable energy and efficiency measures such as integrated solar panels.

####

General Plan Element: Safety/Infrastructure

Estimated Completion Date: June 2023

Environmental Status: Categorically Exempt

Fund Description	Carryover	20-21	21-22	22-23	23-24	24-25	Total
600 Water	-	1,300,000	-	-	-	-	\$1,300,000
<b>TOTAL</b>	-	1,300,000	-	-	-	-	\$1,300,000

### Fund 120 - Proposition 172

	2020-21	2021-22	2022-23	2023-24	2024-25
Estimated Beginning Fund Balance	(59,205)	(338,201)	(460,313)	(575,404)	(683,333)
Estimated Revenue for the Fiscal Year	873,889	891,367	909,194	927,378	945,926
<i>Estimated Total Funds Available</i>	814,684	553,166	448,881	351,974	262,593
Maintenance and Operations	529,719	540,313	551,119	562,141	573,384
<i>Estimated Funds Available for CIP Projects</i>	284,965	12,853	(102,238)	(210,167)	(310,791)
Projects:					
20105--Auto Pulse Replacement	150,000	-	-	-	-
Total Projects	150,000	-	-	-	-
<b><i>*Estimated Ending Fund Balance</i></b>	<b><i>(338,201)</i></b>	<b><i>(460,313)</i></b>	<b><i>(575,404)</i></b>	<b><i>(683,333)</i></b>	<b><i>(783,957)</i></b>

**Fund 220 - Sanitation & Sewer**

	2020-21	2021-22	2022-23	2023-24	2024-25
Estimated Beginning Fund Balance	3,835,471	3,755,717	3,918,253	4,029,682	4,089,493
Estimated Revenue for the Fiscal Year	5,896,369	6,073,260	6,073,260	6,073,260	6,073,260
<i>Estimated Total Funds Available</i>	9,731,840	9,828,977	9,991,513	10,102,942	10,162,753
Maintenance and Operations	5,060,123	5,110,724	5,161,831	5,213,449	5,265,583
<i>Estimated Funds Available for CIP Projects</i>	4,671,717	4,718,253	4,829,682	4,889,493	4,897,170
Projects:					
15509--Sewer Cleaning and Video	300,000	300,000	300,000	300,000	300,000
19809--City Facility Improvements	16,000	-	-	-	-
20285--Asset & Work Order Management System	100,000	-	-	-	-
20430--Storm Drain Improvements	500,000	500,000	500,000	500,000	500,000
Total Projects	916,000	800,000	800,000	800,000	800,000
<b><i>Estimated Ending Fund Balance</i></b>	<b><i>3,755,717</i></b>	<b><i>3,918,253</i></b>	<b><i>4,029,682</i></b>	<b><i>4,089,493</i></b>	<b><i>4,097,170</i></b>

**Fund 245 - AQMD**

	2020-21	2021-22	2022-23	2023-24	2024-25
Estimated Beginning Fund Balance	82,138	35,051	88,493	142,469	196,985
Estimated Revenue for the Fiscal Year	186,065	187,926	189,805	191,703	193,620
<i>Estimated Total Funds Available</i>	268,203	222,977	278,298	334,172	390,604
Maintenance and Operations	133,152	134,484	135,829	137,187	138,559
<i>Estimated Funds Available for CIP Projects</i>	135,051	88,493	142,469	196,985	252,045
Projects:					
19999--Motor Vehicle Replacements	100,000	-	-	-	-
Total Projects	100,000	-	-	-	-
<b><i>Estimated Ending Fund Balance</i></b>	<b>35,051</b>	<b>88,493</b>	<b>142,469</b>	<b>196,985</b>	<b>252,045</b>

**Fund 263 - Measure M2**

	2020-21	2021-22	2022-23	2023-24	2024-25
Estimated Beginning Fund Balance	1,082,811	371,521	262,505	241,610	199,696
Estimated Revenue for the Fiscal Year	2,657,360	2,710,507	2,764,717	2,820,012	2,876,412
<i>Estimated Total Funds Available</i>	3,740,171	3,082,028	3,027,223	3,061,621	3,076,108
Maintenance and Operations	543,650	554,523	565,613	576,925	588,464
<i>Estimated Funds Available for CIP Projects</i>	3,196,521	2,527,505	2,461,610	2,484,696	2,487,644
Projects:					
13115--Pavement Management Program Survey	70,000	-	70,000	-	70,000
13120--Pavement Management Program	2,550,000	2,170,000	1,960,000	2,190,000	2,100,000
16302--Minor Traffic Control Devices	50,000	50,000	50,000	50,000	50,000
16304--Biennial City Traffic Signal Coordination	95,000	-	95,000	-	95,000
16469--Traffic Signal Equipment Painting	45,000	45,000	45,000	45,000	45,000
20443--Orange Comm. Shuttle Feasibility Study	15,000	-	-	-	-
Total Projects	2,825,000	2,265,000	2,220,000	2,285,000	2,360,000
<b><i>Estimated Ending Fund Balance</i></b>	<b><i>371,521</i></b>	<b><i>262,505</i></b>	<b><i>241,610</i></b>	<b><i>199,696</i></b>	<b><i>127,644</i></b>

**Fund 272 - Gas Tax 2105**

	2020-21	2021-22	2022-23	2023-24	2024-25
Estimated Beginning Fund Balance	494,194	(231,709)	(956,730)	(1,680,852)	(2,404,056)
Estimated Revenue for the Fiscal Year	204,592	208,684	212,858	217,115	221,457
<i>Estimated Total Funds Available</i>	698,786	(23,025)	(743,873)	(1,463,737)	(2,182,599)
Maintenance and Operations	160,495	163,705	166,979	170,319	173,725
<i>Estimated Funds Available for CIP Projects</i>	538,291	(186,730)	(910,852)	(1,634,056)	(2,356,324)
Projects:					
13120--Pavement Management Program	450,000	700,000	700,000	700,000	700,000
16305--Traffic Sig. Contr. & TMC Upgrades	70,000	70,000	70,000	70,000	70,000
20441--Citywide Sidewalk Assessment	250,000	-	-	-	-
Total Projects	770,000	770,000	770,000	770,000	770,000
<b><i>Estimated Ending Fund Balance</i></b>	<b><i>(231,709)</i></b>	<b><i>(956,730)</i></b>	<b><i>(1,680,852)</i></b>	<b><i>(2,404,056)</i></b>	<b><i>(3,126,324)</i></b>

**Fund 274 - Road Maintenance and Rehabilitation Account (RMRA)**

	2020-21	2021-22	2022-23	2023-24	2024-25
Estimated Beginning Fund Balance	335,417	101,752	101,752	101,752	101,752
Estimated Revenue for the Fiscal Year	2,451,528	2,550,000	2,630,000	2,730,000	2,830,000
<i>Estimated Total Funds Available</i>	2,786,945	2,651,752	2,731,752	2,831,752	2,931,752
Maintenance and Operations	-	-	-	-	-
<i>Estimated Funds Available for CIP Projects</i>	2,786,945	2,651,752	2,731,752	2,831,752	2,931,752
Projects:					
13120--Pavement Management Program	2,685,193	2,550,000	2,630,000	2,730,000	2,830,000
Total Projects	2,685,193	2,550,000	2,630,000	2,730,000	2,830,000
<b><i>Estimated Ending Fund Balance</i></b>	<b><i>101,752</i></b>	<b><i>101,752</i></b>	<b><i>101,752</i></b>	<b><i>101,752</i></b>	<b><i>101,752</i></b>

**Fund 284 - TSIP Area "B"**

	2020-21	2021-22	2022-23	2023-24	2024-25
Estimated Beginning Fund Balance	(73,074)	43,125	(495,875)	(2,054,875)	(1,953,875)
Estimated Revenue for the Fiscal Year **	548,161	101,000	101,000	101,000	101,000
<i>Estimated Funds Available for CIP Projects</i>	475,087	144,125	(394,875)	(1,953,875)	(1,852,875)
Maintenance and Operations	31,962	32,601	33,253	33,918	34,596
<i>Estimated Funds Available for CIP Projects</i>	443,125	111,524	(428,128)	(1,987,793)	(1,887,471)
Projects:					
20378--Katella/Batavia Signal Network Ext.	-	140,000	750,000	-	-
20379--Batavia Street/Taft Signal Network Ext.	-	-	170,000	-	-
20380--Glassell Street Signal Network Ext.	-	-	740,000	-	-
20458--Prospect & Spring St. Right Turn Mod.	400,000	500,000	-	-	-
Total Projects	400,000	640,000	1,660,000	-	-
<b><i>Estimated Ending Fund Balance</i></b>	<b>43,125</b>	<b>(495,875)</b>	<b>(2,054,875)</b>	<b>(1,953,875)</b>	<b>(1,852,875)</b>

**Fund 285 - TSIP Area "C"**

	2020-21	2021-22	2022-23	2023-24	2024-25
Estimated Beginning Fund Balance	162,178	10,940	38,940	66,940	94,940
Estimated Revenue for the Fiscal Year **	98,762	28,000	28,000	28,000	28,000
<i>Estimated Funds Available for CIP Projects</i>	260,940	38,940	66,940	94,940	122,940
Maintenance and Operations	-	-	-	-	-
<i>Estimated Funds Available for CIP Projects</i>	260,940	38,940	66,940	94,940	122,940
Projects:					
20383--Canon & Serrano Intersection Modification	250,000	-	-	-	-
Total Projects	250,000	-	-	-	-
<b><i>Estimated Ending Fund Balance</i></b>	<b>10,940</b>	<b>38,940</b>	<b>66,940</b>	<b>94,940</b>	<b>122,940</b>

**Fund 286 - TSIP Area "A"**

	2020-21	2021-22	2022-23	2023-24	2024-25
Estimated Beginning Fund Balance	535,296	556,327	560,327	534,327	538,327
Estimated Revenue for the Fiscal Year **	51,031	4,000	4,000	4,000	4,000
<i>Estimated Funds Available for CIP Projects</i>	586,327	560,327	564,327	538,327	542,327
Maintenance and Operations	-	-	-	-	-
<i>Estimated Funds Available for CIP Projects</i>	586,327	560,327	564,327	538,327	542,327
Projects:					
13115--Pavement Management Program Survey	30,000	-	30,000	-	30,000
Total Projects	30,000	-	30,000.00	-	30,000
<b><i>Estimated Ending Fund Balance</i></b>	<b><i>556,327</i></b>	<b><i>560,327</i></b>	<b><i>534,327</i></b>	<b><i>538,327</i></b>	<b><i>512,327</i></b>

### Fund 291 - Landscape District Funds

	2020-21	2021-22	2022-23	2023-24	2024-25
Estimated Beginning Fund Balance	648,105	143,266	138,427	133,588	128,749
Estimated Revenue for the Fiscal Year	908,161	908,161	908,161	908,161	908,161
<i>Estimated Total Funds Available</i>	1,556,266	1,051,427	1,046,588	1,041,749	1,036,910
Maintenance and Operations	913,000	913,000	913,000	913,000	913,000
<i>Estimated Funds Available for CIP Projects</i>	643,266	138,427	133,588	128,749	123,910
Projects:					
20255--Santiago Hills LAD - General Renovator	500,000	-	-	-	300,000
Total Projects	500,000	-	-	-	300,000
<b><i>Estimated Ending Fund Balance</i></b>	<b><i>143,266</i></b>	<b><i>138,427</i></b>	<b><i>133,588</i></b>	<b><i>128,749</i></b>	<b><i>(176,090)</i></b>

## Fund 310 - Community Development Block Grant

	2020-21	2021-22	2022-23	2023-24	2024-25
Estimated Beginning Fund Balance	-	-	-	-	-
Estimated Revenue for the Fiscal Year	1,200,059	250,000	250,000	250,000	250,000
<i>Estimated Total Funds Available</i>	1,200,059	250,000	250,000	250,000	250,000
Maintenance and Operations	419,170	-	-	-	-
<i>Estimated Funds Available for CIP Projects</i>	780,889	250,000	250,000	250,000	250,000
Projects:					
11328--ADA Improvements - Access Ramps	104,059	250,000	250,000	250,000	250,000
30135--Hoover Neighborhood Street Rehabilitat	611,830	-	-	-	-
30136--Restroom Accessibility	65,000	-	-	-	-
Total Projects	780,889	250,000	250,000	250,000	250,000
<b><i>Estimated Ending Fund Balance</i></b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>

**Fund 317 - H.O.M.E.**

	2020-21	2021-22	2022-23	2023-24	2024-25
Estimated Beginning Fund Balance	-	-	-	-	-
Estimated Revenue for the Fiscal Year	461,249				
<i>Estimated Total Funds Available</i>	461,249.00	-	-	-	-
Maintenance and Operations	46,124	-	-	-	-
<i>Estimated Funds Available for CIP Projects</i>	415,125	-	-	-	-
Projects:					
11210--HOME CHDO Allocation	69,187	-	-	-	-
11250--HOME Developer Projects	345,938	-	-	-	-
Total Projects	415,125	-	-	-	-
<b><i>Estimated Ending Fund Balance</i></b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>

### Fund 355 - Asset Seizure - Federal

	2020-21	2021-22	2022-23	2023-24	2024-25
Estimated Beginning Fund Balance	2,247,581	2,018,648	2,018,648	2,018,648	2,018,648
Estimated Revenue for the Fiscal Year	91,397	-	-	-	-
<i>Estimated Total Funds Available</i>	2,338,978	2,018,648	2,018,648	2,018,648	2,018,648
Maintenance and Operations	215,330	-	-	-	-
<i>Estimated Funds Available for CIP Projects</i>	2,123,648	2,018,648	2,018,648	2,018,648	2,018,648
Projects:					
20335--Police Vehicle Mobile Data Comp Sys.	105,000	-	-	-	-
Total Projects	105,000	-	-	-	-
<b><i>Estimated Ending Fund Balance</i></b>	<b><i>2,018,648</i></b>	<b><i>2,018,648</i></b>	<b><i>2,018,648</i></b>	<b><i>2,018,648</i></b>	<b><i>2,018,648</i></b>

## Fund 500 - Capital Projects

	2020-21	2021-22	2022-23	2023-24	2024-25
Estimated Beginning Fund Balance	8,881,919	5,187,165	5,162,331	4,906,999	4,960,165
Transfers In/Revenue Interest	481,529	473,166	473,166	473,166	473,166
Transfer Out	3,127,783	-	-	-	-
<i>Estimated Total Funds Available</i>	6,235,665	5,660,331	5,635,497	5,380,165	5,433,331
Maintenance and Operations	300,000	300,000	300,000	300,000	300,000
<i>Estimated Funds Available for CIP Projects</i>	5,935,665	5,360,331	5,335,497	5,080,165	5,133,331
Projects:					
12506--Body Armor	-	-	-	-	55,862
14997--Municipal Parking Lot Maint.	20,000	20,000	20,000	20,000	20,000
16302--Minor Traffic Control Devices	150,000	150,000	150,000	150,000	150,000
17061--Old Towne Street Lighting	-	-	277,998	-	-
19809--City Facility Improvements	30,000	78,000	-	-	-
20169--WMD-DuoDote Auto Injector Replacement	13,500	-	30,500	-	30,500
20374--Streetlight Pole Replacement Program	175,000	250,000	250,000	250,000	250,000
20464--Fire Station 3 Facility Improvements	360,000	-	-	-	-
Total Projects	748,500	498,000	728,498	420,000	506,362
<b><i>Estimated Ending Fund Balance</i></b>	<b><i>5,187,165</i></b>	<b><i>5,162,331</i></b>	<b><i>4,906,999</i></b>	<b><i>4,960,165</i></b>	<b><i>4,926,969</i></b>

\*Includes \$473,166 payment for interloan fund from Fund 120 to Fund 500

### Fund 510 - Park Acquisition

	2020-21	2021-22	2022-23	2023-24	2024-25
Estimated Beginning Fund Balance	6,968,347	12,237,875	8,682,625	7,905,125	7,329,625
Estimated Revenue for the Fiscal Year	7,405,528	190,000	190,000	190,000	190,000
<i>Estimated Total Funds Available</i>	14,373,875	12,427,875	8,872,625	8,095,125	7,519,625
Projects:					
20059--Tot Lot Shade Sails	203,000	203,000	203,000	203,000	203,000
20266--Park Video Surveillance and Security	75,000	-	-	-	-
20313--Hart Park Irrigation Replacement	-	-	257,500	257,500	257,500
20315--Hart Park Pickleball and Fitness Circuit	-	1,687,750	-	-	-
20347--Enterprise Access System	30,000	-	-	-	-
20369--Sports Venter at Grijalva Gym Floor Repl.	-	-	-	-	202,000
20370--Handy Park Maintenance Renovation	800,000	-	-	-	-
20401--El Camino Tennis Court Lighting Improv.	205,000	-	-	-	-
20434--Hart Park Energy Efficiency Improvements	65,000	-	-	-	-
20435--Olive Park Kitchen Update	50,000	-	-	-	-
20436--Hart Park Sports Field Lighting	-	900,000	-	-	-
20437--Park Signage	100,000	255,000	-	-	-
20438--El Camino Real Park Exercise Equipment	-	352,000	-	-	-
20439--Exterior Wall Renovation at Grijalva Park	-	-	202,000	-	-
20440--Rubberized Tot Lot Surface Replacement	-	42,500	-	-	-
20447--Infield Irrigation Control Upgrade	21,500	-	-	-	-
20448--Restroom Interior Upgrades	50,000	305,000	305,000	305,000	-
20457--HVAC Installation at Killifer Park	76,500	-	-	-	-
30047--CalSense Installation at Various Parks	30,000	-	-	-	-
30054--Park Electric Panel Replacement	180,000	-	-	-	-
30133--Hart Park Field Improvements	250,000	-	-	-	-
Total Projects	2,136,000	3,745,250	967,500	765,500	662,500
<b><i>Estimated Ending Fund Balance</i></b>	<b><u>12,237,875</u></b>	<b><u>8,682,625</u></b>	<b><u>7,905,125</u></b>	<b><u>7,329,625</u></b>	<b><u>6,857,125</u></b>

**Fund 511 - Park Acquisition Infill**

	2020-21	2021-22	2022-23	2023-24	2024-25
Estimated Beginning Fund Balance*	314,910	298,417	315,417	332,417	349,417
Estimated Revenue for the Fiscal Year**	3,507	17,000	17,000	17,000	17,000
<i>Estimated Total Funds Available</i>	318,417	315,417	332,417	349,417	366,417
Projects:					
30041--HVAC Control Systems	20,000	-	-	-	-
Total Projects	20,000	-	-	-	-
<b><i>Estimated Ending Fund Balance</i></b>	<b>298,417</b>	<b>315,417</b>	<b>332,417</b>	<b>349,417</b>	<b>366,417</b>

**Fund 512 - El Modena**

	2020-21	2021-22	2022-23	2023-24	2024-25
Estimated Beginning Fund Balance*	210,084	20,990	108,614	197,991	289,155
Estimated Revenue for the Fiscal Year	85,906	87,624	89,377	91,164	92,987
<i>Estimated Total Funds Available</i>	295,990	108,614	197,991	289,155	382,142
Projects:					
30048--El Modena Upper Restroom and Area Renov	275,000	-	-	-	-
Total Projects	275,000	-	-	-	-
<b><i>Estimated Ending Fund Balance</i></b>	<b><i>20,990</i></b>	<b><i>108,614</i></b>	<b><i>197,991</i></b>	<b><i>289,155</i></b>	<b><i>382,142</i></b>

### Fund 520 - Sewer Construction

	2020-21	2021-22	2022-23	2023-24	2024-25
Estimated Beginning Fund Balance	1,881,085	1,665,116	1,315,537	1,394,941	1,474,344
Estimated Revenue for the Fiscal Year	2,213,013	2,279,403	2,279,403	2,279,403	2,279,403
<i>Estimated Total Funds Available</i>	4,094,098	3,944,519	3,594,941	3,674,344	3,753,748
Projects:					
15508--Sewer Line Replacement/Maintenance	2,000,000	2,200,000	2,200,000	2,200,000	2,200,000
30117--Cambridge Storm Drain Improv Phase I	428,982	428,982	-	-	-
Total Projects	2,428,982	2,628,982	2,200,000	2,200,000	2,200,000
<b><i>Estimated Ending Fund Balance</i></b>	<b><i>1,665,116</i></b>	<b><i>1,315,537</i></b>	<b><i>1,394,941</i></b>	<b><i>1,474,344</i></b>	<b><i>1,553,748</i></b>

### Fund 550 - Reimbursable Capital Projects

	2020-21	2021-22	2022-23	2023-24	2024-25
Estimated Beginning Fund Balance	-	-	-	-	-
Estimated Revenue for the Fiscal Year	39,257,403	3,287,750	75,000	750,000	-
<i>Estimated Total Funds Available</i>	39,257,403	3,287,750	75,000	750,000	-
Projects:					
20312--Well 29 Construction	-	1,600,000	-	-	-
20315--Hart Park Pickleball & Fitness Circuit	-	1,687,750	-	-	-
20383--Cannon & Serrano Intersection Modificatio	612,000	-	-	-	-
20400--Fire Station I	31,492,418	-	-	-	-
20425--Tustin St. Signal Synchronization	3,650,000	-	-	-	-
20443--Orange Community Shuttle Feasibility Stud	60,000	-	-	-	-
30019--Santiago Canyon Road Multipurpose Trail	-	-	75,000	750,000	-
30115--Glassell & Palmyra Signal Installation	369,100	-	-	-	-
30117--Cambridge Storm Drain Improv Phase III	2,573,885	-	-	-	-
30133--Hart Park Field Improvements	500,000	-	-	-	-
<b>Total Projects</b>	39,257,403	3,287,750	75,000	750,000	-
<b><i>Estimated Ending Fund Balance</i></b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>

### Fund 560 - Fire Facilities Fees

	2020-21	2021-22	2022-23	2023-24	2024-25
Estimated Beginning Fund Balance	498,265	334,888.00	131,388	(153,112)	(305,112)
Estimated Revenue for the Fiscal Year**	823,323	88,000	88,000	88,000	88,000
<i>Estimated Total Funds Available</i>	1,321,588	422,888	219,388	(65,112)	(217,112)
Maintenance and Operations	-	-	-	-	-
<i>Estimated Funds Available for CIP Projects</i>	1,321,588	422,888	219,388	(65,112)	(217,112)
Projects:					
12406--Opticom Traffic Preemption	35,000	35,000	35,000	35,000	35,000
12540--Thermal Image Cameras	-	-	-	-	250,000
12955--Mobile Data Computers	-	-	119,000	-	-
20124--Turnout Replacement & NFPA 1851 Main	100,000	140,000	90,000	90,000	-
20171--EPCR Replacement Program	58,200	-	62,000	-	62,000
20334--Fire Station Maintenance	-	50,000	-	50,000	-
20347--Enterprise Access System	-	45,000	-	-	-
20384--Vehicle Extrication Rescue Tool Repl.	-	-	-	65,000	-
20393--Defibrilator, AED and Battery Replacemer	700,000	-	-	-	-
20450--Powered Air-Purifying Respirator Batt Repl	20,000	-	-	-	-
20465--Fire Stations Flooring Improvements	33,500	21,500	21,500	-	-
30032--Wellness Exercise Equipment Replaceme	40,000	-	45,000	-	45,000
Total Projects	986,700	291,500	372,500	240,000	392,000
<b><i>Estimated Ending Fund Balance</i></b>	<b><i>334,888.00</i></b>	<b><i>131,388</i></b>	<b><i>(153,112)</i></b>	<b><i>(305,112)</i></b>	<b><i>(609,112)</i></b>

### Fund 570 - Police Facilities Fees

	2020-21	2021-22	2022-23	2023-24	2024-25
Estimated Beginning Fund Balance	448,694	694,349	705,349	716,349	727,349
Estimated Revenue for the Fiscal Year	395,655	11,000	11,000	11,000	11,000
<i>Estimated Total Funds Available</i>	844,349	705,349	716,349	727,349	738,349
Maintenance and Operations	20,000	-	-	-	-
<i>Estimated Funds Available for CIP Projects</i>	824,349	705,349	716,349	727,349	738,349
Projects:					
20347--Enterprise Access System	30,000	-	-	-	-
20433--Records Retractable Filing System	100,000	-	-	-	-
Total Projects	130,000	-	-	-	-
<b><i>Estimated Ending Fund Balance</i></b>	<b><i>694,349</i></b>	<b><i>705,349</i></b>	<b><i>716,349</i></b>	<b><i>727,349</i></b>	<b><i>738,349</i></b>

### Fund 573 - Library Facilities Fees

	2020-21	2021-22	2022-23	2023-24	2024-25
Estimated Beginning Fund Balance	420,251	595,324	(216,676)	(207,676)	(198,676)
Estimated Revenue for the Fiscal Year	607,073	9,000	9,000	9,000	9,000
<i>Estimated Total Funds Available</i>	1,027,324	604,324	(207,676)	(198,676)	(189,676)
Projects:					
20347--Enterprise Access System	30,000	-	-	-	-
20358--Capeting	-	180,000	-	-	-
20404--Pay for Print Self-Service Additions	25,000	-	-	-	-
20445--Study Room Soundproofing	35,000	-	-	-	-
20446--Children's Courtyard Rehabilitation Support	10,000	-	-	-	-
20461--Main Library Improvements	36,000	120,000	-	-	-
20462--Taft Library Improvements	218,000	78,000	-	-	-
20463--El Modena Library Improvements	78,000	78,000	-	-	-
30056--HVAC Replacement-Library	-	365,000	-	-	-
Total Projects	432,000	821,000	-	-	-
<b><i>Estimated Ending Fund Balance</i></b>	<b><i>595,324</i></b>	<b><i>(216,676)</i></b>	<b><i>(207,676)</i></b>	<b><i>(198,676)</i></b>	<b><i>(189,676)</i></b>

## Fund 600 - Water Operating and Capital Projects

	2020-21	2021-22	2022-23	2023-24	2024-25
Estimated Beginning Fund Balance	7,727,172	1,901,204	419,322	(5,644,132)	(12,477,263)
Estimated Revenue for the Fiscal Year*	36,888,055	38,716,281	36,890,671	36,892,079	36,895,107
<i>Estimated Total Funds Available</i>	44,615,227	40,617,485	37,309,994	31,247,946	24,417,845
Maintenance and Operations **	37,057,023	37,798,163	38,554,126	39,325,209	40,111,713
<i>Estimated Funds Available for CIP Projects</i>	7,558,204	2,819,322	-1,244,132	-8,077,263	-15,693,868
Projects:					
18101--Security Improvements	25,000	25,000	25,000	25,000	25,000
18102--Meter Replacement Program	150,000	150,000	150,000	150,000	150,000
18120--Well 28 Construction	2,500,000	-	-	-	-
18214--Well Rehabilitation	-	125,000	125,000	125,000	125,000
18225--Lower Serrano Pump Station	-	-	-	500,000	1,000,000
18301--Exterior Cathodic Protection Systems	-	-	50,000	50,000	50,000
18302--Reservoir Recoating	-	-	-	500,000	-
18315--Reservoir 3A	-	-	-	750,000	1,000,000
18400--Pipeline Renewal Projects	1,500,000	1,500,000	2,000,000	2,000,000	2,000,000
18912--Water Plant Telemetry - SCADA	-	-	50,000	50,000	50,000
18925--Emergency Generators	-	100,000	-	250,000	-
19999--Motor Vehicle Replacements	82,000	-	-	-	-
20285--Asset & Work Order Management Syste	100,000	-	-	-	-
20312--Well 29 Construction	-	400,000	2,000,000	-	-
20428--Water Rate Study	-	100,000	-	-	-
20429--South Yard Storage Replacement	1,300,000	-	-	-	-
Total Projects	5,657,000	2,400,000	4,400,000	4,400,000	4,400,000
<b><i>Estimated Ending Fund Balance</i></b>	<b><i>1,901,204</i></b>	<b><i>419,322</i></b>	<b><i>(5,644,132)</i></b>	<b><i>(12,477,263)</i></b>	<b><i>(20,093,868)</i></b>

### Fund 720 - Equipment Replacement

	2020-21	2021-22	2022-23	2023-24	2024-25
Estimated Beginning Fund Balance	3,249,707	2,157,786	2,157,786	2,157,786	2,157,786
Transfers in	1,409,807	-	-	-	-
<i>Estimated Total Funds Available</i>	4,659,514	2,157,786	2,157,786	2,157,786	2,157,786
Maintenance and Operations	44,728	-	-	-	-
<i>Estimated Funds Available for CIP Projects</i>	4,614,786	2,157,786	2,157,786	2,157,786	2,157,786
Projects:					
19999--Motor Vehicle Replacements	2,357,000	-	-	-	-
20442--Fleet Hoist Replacement	100,000	-	-	-	-
Total Projects	2,457,000	-	-	-	-
<b><i>Estimated Ending Fund Balance</i></b>	<b><u>2,157,786</u></b>	<b><u>2,157,786</u></b>	<b><u>2,157,786</u></b>	<b><u>2,157,786</u></b>	<b><u>2,157,786</u></b>

## Fund 725 - Major Building Improvements

	2020-21	2021-22	2022-23	2023-24	2024-25
Estimated Beginning Fund Balance	16,933	11,115	11,115	11,115	11,115
Transfers in	180,000	623,000	515,000	515,000	515,000
<i>Estimated Total Funds Available</i>	196,933	634,115	526,115	526,115	526,115
Maintenance and Operations	7,818	-	-	-	-
<i>Estimated Funds Available for CIP Projects</i>	189,115	634,115	526,115	526,115	526,115
Projects:					
19809--City Facility Improvements	160,000	500,000	500,000	500,000	500,000
19826--Police HQ Exterior Wall Sealing	-	15,000	15,000	15,000	15,000
20408--Front Counter Remodel (PW & CD)	-	108,000	-	-	-
20461--Main Library Improvements	18,000	-	-	-	-
Total Projects	178,000	623,000	515,000	515,000	515,000
<b><i>Estimated Ending Fund Balance</i></b>	<b><i>11,115</i></b>	<b><i>11,115</i></b>	<b><i>11,115</i></b>	<b><i>11,115</i></b>	<b><i>11,115</i></b>

### Fund 790 - Computer Replacement

	2020-21	2021-22	2022-23	2023-24	2024-25
Estimated Beginning Fund Balance	752,246	613,386	(682,679)	(1,868,162)	(2,900,073)
Transfers In	1,189,794	-	-	-	-
<i>Estimated Total Funds Available</i>	1,942,040	613,386	(682,679)	(1,868,162)	(2,900,073)
Maintenance and Operations	20,534	20,945	21,364	21,791	22,227
<i>Estimated Funds Available for CIP Projects</i>	1,921,506	592,441	(704,042)	(1,889,953)	(2,922,300)
Projects:					
12955--Mobile Data Computers	-	-	119,000	-	-
20272--GIS Local Gov't information Model Migrati	3,000	50,000	50,000	50,000	50,000
20278--Server Refreshes/Memory Expansion	70,000	70,000	70,000	35,000	35,000
20279--SharePoint Implementation	-	10,000	10,000	10,000	10,000
20281--IT System Improvements	100,000	100,000	100,000	100,000	100,000
20282--Desktop PC Replacements	200,000	200,000	200,000	200,000	-
20284--LaserFiche RIO Upgrade	-	20,000	20,000	20,000	20,000
20285--Asset & Work Order Management System	50,000	-	-	-	-
20337--Police Vehicle Mobile Audio & Video Sys	285,120	285,120	285,120	285,120	-
20339--Network Refresh	80,000	40,000	40,000	40,000	40,000
20342--Conference Room Audio/Video	60,000	20,000	20,000	20,000	20,000
20347--Enterprise Access System	10,000	250,000	-	-	-
20391--Financial System Replacement	200,000	200,000	200,000	200,000	200,000
20454--Remote WAN Site Security	20,000	-	-	-	-
20455--2-Factor Authentication	210,000	-	-	-	-
20456--Physical Security Platform Replacements	20,000	30,000	50,000	50,000	50,000
Total Projects	1,308,120	1,275,120	1,164,120	1,010,120	525,000
<b><i>Estimated Ending Fund Balance</i></b>	<b>613,386</b>	<b>(682,679)</b>	<b>(1,868,162)</b>	<b>(2,900,073)</b>	<b>(3,447,300)</b>

**Fund 953 - City Trf: NW& SW 2003 Exempt**

	2020-21	2021-22	2022-23	2023-24	2024-25
Estimated Beginning Fund Balance	170,401	20,667	30,933	41,199	51,465
Transfers In					
Estimated Revenue for the Fiscal Year	10,266	10,266	10,266	10,266	10,266
<i>Estimated Funds Available for CIP Projects</i>	180,667	30,933	41,199	51,465	61,731
Projects:					
20444--Police HQ Atrium Rehabilitation	160,000	-	-	-	-
Total Projects	160,000	-	-	-	-
<b><i>Estimated Ending Fund Balance</i></b>	<b><i>20,667</i></b>	<b><i>30,933</i></b>	<b><i>41,199</i></b>	<b><i>51,465</i></b>	<b><i>61,731</i></b>

**Fund 954 - City Tfr: Merged 2008 Tax Exempt Bond**

	2020-21	2021-22	2022-23	2023-24	2024-25
Estimated Beginning Fund Balance	3,312,833	2,131	56,429	110,727	165,025
Transfers In					
Estimated Revenue for the Fiscal Year	54,298	54,298	54,298	54,298	54,298
<i>Estimated Funds Available for CIP Projects</i>	3,367,131	56,429	110,727	165,025	219,323
Projects:					
20444--Police HQ Atrium Rehabilitation	3,340,000	-	-	-	-
20459--Wayfinding Signage	25,000	-	-	-	-
Total Projects	3,365,000	-	-	-	-
<b><i>Estimated Ending Fund Balance</i></b>	<b><i>2,131</i></b>	<b><i>56,429</i></b>	<b><i>110,727</i></b>	<b><i>165,025</i></b>	<b><i>219,323</i></b>

**CITY OF ORANGE**  
**MEASURE "M2" MAINTENANCE OF EFFORT**  
**2020-2021 Fiscal Year**

FUND	PROGRAM	% ELIGIBLE	2020-21 BUDGET	2020-21 M.O.E
General	5001 General Administration	39.27%	\$1,907,211	\$748,962
	5011 Engineering Services	16.82%	753,856	126,799
	5012 Development Services	9.09%	622,238	56,561
	** 5021 Street Maintenance Services	85.18%	541,726	461,442
	5031 Transportation Planning	100.00%	617,492	617,492
	5032 Traffic Operations	100.00%	354,345	354,345
	5073 Roadway Maintenance	100.00%	169,000	169,000
	5074 Transportation Services	100.00%	1,446,735	<u>1,446,735</u>
	Total General Fund			3,981,335
		M.O.E. Base		<u>3,392,885</u>
		Over/(Under) Base		<u><u>\$588,450</u></u>

\*\* Percent eligible for activity 5021 applied to budget for salaries and benefits only.



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**3. COMMISSION BUSINESS:**

**GENERAL PLAN CONFORMANCE FINDING FOR FY 2020-2021 through 2024-2025 FIVE-YEAR CAPITAL IMPROVEMENT PROGRAM**

General Plan conformance finding for FY 2020-2021 through 2024-2025 Five-Year Capital Improvement Program.

**RECOMMENDED ACTION:**

Find that the projects identified within the proposed five-year Capital Improvement Program are consistent with the City’s General Plan.

Chad Ortlie, Senior Planner provided an explanation of the Capital Improvement Program (CIP) in relation to the City’s General Plan and environmental review process consistent with the staff report.

Commissioner Willits asked staff how the Capital Improvement Program projects are chosen.

Mr. Ortlieb explained that the projects are identified by the Department Heads and City Manager, are then prioritized, and then taken to the City Council.

Anna Pehoushek, Assistant Community Development Director added that the General Plan Implementation Program also identifies which projects are needed.

A motion was made to adopt the 2020-2021 through 2024-2025 five-year Capital Improvement Program, and that the findings are consistent with the City’s General Plan.

- MOTION:** Commissioner Simpson
- SECOND:** Commissioner Willits
- AYES:** Commissioners Glasgow, Willits, Simpson, Vazquez and Martinez
- NOES:** None
- ABSENT:** None
- ABSTAIN:** None

**MOTION CARRIED.**

GENERAL PLAN CONFORMITY CAPITAL IMPROVEMENT PROJECTS						
Project #	Project Name	General Plan Element	Goal	Policy	Implementation Program(s)	Environmental Review
11210	HOME CHDO Allocation	Land Use Housing Growth Management Economic Development	1 2 1, 2 3, 7	1.3 4, 5, 7, 8, 11 1.8, 2.3, 2.4 3.4, 7.2	N/A	Not Applicable
11250	HOME Developer Projects	Land Use Housing Growth Management Economic Development	1 2 1, 2 3, 7	1.3 4, 5, 7, 8, 11, 14 1.8, 2.3, 2.4 3.4, 7.2	I-7	Not Applicable
11328	ADA Improvements - Access Ramps	Circulation & Mobility Public Safety	4, 6 9	4.7, 6.2 9.3	II-4	Categorical Exemption
12406	Opticom Traffic Signal Pre-Emption	Public Safety	6	6.3	I-10, II-1	Categorical Exemption
12506	Body Armor	Public Safety	3, 6	3.8, 6.3	III-8	Not Applicable
12540	Thermal Image Cameras	Public Safety	3, 6	3.8, 6.3	III-8	Not Applicable
12955	Mobile Data Computers	Public Safety	6	6.3	III-8	Not Applicable
12982	Corporation Yard Renovation	Public Safety Infrastructure	6, 7 1	6.1 1.4	II-1	ND
13115	Pavement Management Program Survey	Circulation & Mobility Growth Management Infrastructure Economic Development	1 2 3 2	1.1, 1.6 2.2 3.1 2.4	I-10, II-1	Not Applicable
13120	Pavement Management Program	Circulation & Mobility Growth Management Infrastructure Economic Development	1, 2 2 3 2, 6	1.1, 1.6, 2.3 2.1, 2.2 3.1 2.4, 6.1	I-10, II-1	Categorical Exemption
13816	Structural Evaluation of City Bridges	Circulation & Mobility Growth Management Public Safety Infrastructure	1 2 1 3, 5	1.1, 1.6 2.2 1.1, 1.3 5.3	V-3, V-6	Not Applicable
14997	Municipal Parking Lot Maintenance	Infrastructure Economic Development	3 2	3.1 2.4	II-1	Categorical Exemption
15508	Sewer Line Replacement/Maintenance	Land Use Natural Resources Infrastructure Economic Development	5 2 1 2, 6	5.6 2.13 1.1, 1.2 2.4, 6.1	II-1, V-3	Categorical Exemption
15509	Sewer Cleaning and Video	Natural Resources Infrastructure	2 1	2.13 1.1, 1.2	II-1	Categorical Exemption
16302	Minor Traffic Control Devices	Circulation & Mobility Growth Management Infrastructure	1, 6 1 3	1.3, 1.6, 6.1, 6.2 1.2 3.3	I-10	Categorical Exemption
16304	Biennial City Traffic Signal Coordination	Circulation & Mobility Growth Management Infrastructure	1, 2 1 3	1.1, 1.2, 2.3, 2.5 NA 3.3	I-10	Categorical Exemption
16305	Traffic Signal Controller Change-out	Circulation & Mobility Growth Management Infrastructure	1, 2 1 3	1.1, 2.5 NA 3.3	I-10, II-1	Categorical Exemption
16469	Traffic Signal Equipment Painting	Infrastructure Urban Design Economic Development	3 1 2	3.3 1.1 2.4	I-10, II-1	Categorical Exemption
17061	Old Towne Street Lighting	Land Use Circulation & Mobility Cultural Resources Urban Design Economic Development	5 6 4 1, 2 2	5.5, 5.9 6.3 4.4 1.1, 1.3, 2.3 2.4	I-24, II-4, V-1	Categorical Exemption
18101	Water Utility Security Improvements	Public Safety Infrastructure	7, 8 1	7.2, 8.2 1.1	III-7, V-3	Categorical Exemption
18102	Meter Replacement Program	Natural Resources Infrastructure	2 1	2.12 1.2, 1.3	II-1, III-7	Categorical Exemption
18120	Well 28 Construction	Infrastructure	1	1.1-1.2	II-1, III-7, V-7	MND
18214	Well Rehabilitation	Natural Resources Infrastructure Economic Development	2 1 2, 6	NA 1.1, 1.2 2.4, 6.1	II-1, III-7, V-7	Categorical Exemption
18225	Lower Serrano Pump Station	Infrastructure Economic Development	1 2, 6	1.1, 1.2 2.4, 6.1	II-1, III-7, V-7	Developer EIR
18301	Exterior Cathodic Protection Systems	Natural Resources Public Safety Infrastructure	2 2 1	NA 2.3 1.1, 1.2	II-1, III-7, V-7	Categorical Exemption
18302	Reservoir Recoating	Natural Resources Public Safety Infrastructure	2 2 1	NA 2.3 1.1, 1.2	II-1, III-7, V-7	Categorical Exemption
18315	Reservoir 3A Construction (Re-Initiated Project)	Land Use Public Safety Infrastructure	1 3 1	1.1 3.4 1.1, 1.2	II-1, III-7, V-7	MND
18324	Reservoir 2A Site Remediation	Public Safety Infrastructure	2 1	NA 1.1, 1.2	II-1, III-7, V-7	ND
18400	Pipeline Renewal Projects	Infrastructure Economic Development	1 2, 6	1.1, 1.2 2.4, 6.1	II-1, III-7	Categorical Exemption
18912	Water Plant Telemetry - SCADA	Public Safety Infrastructure Economic Development	6, 8 1 2	6.5, 8.2, 8.3, 8.4 1.1, 1.2 2.4	II-1, III-7	Not Applicable
18925	Emergency Generator	Public Safety Infrastructure	3, 6, 8 1	3.4, 6.3, 8.2 1.1	II-1, III-7	Categorical Exemption
19809	City Facility Improvements	Infrastructure Economic Development	3 2	3.1, 3.2 2.4	I-15, II-1	Not Applicable
19826	Police HQ Exterior Wall Sealing	Public Safety	6	6.1	III-8	Categorical Exemption
19999	Motor Vehicle Replacements	Public Safety	3, 6	3.4, 3.5, 6.1, 6.2, 6.3	II-1	
20059	Tot Lot Shade Sails	Natural Resources	5	5.1, 5.2, 5.5	II-1	Categorical Exemption
20089	Water Master Plan	Infrastructure	1	1.1, 1.2	I-4, II-7	MND
20104	Breathing Apparatus (SCBA) Retrofit &	Public Safety	3	3.4, 3.8	III-8	Not Applicable
20105	Auto Pulse Machine Replacement	Public Safety	6	6.3	II-1	Not Applicable
20124	Turnout replacement & NFPA 1851 Standard Maintenance	Public Safety	3	3.4, 3.8	III-8	Not Applicable
20169	WMD - DuoDote Auto Injector Replacement	Public Safety	3, 6	3.8, 6.3	II-1, III-8	Not Applicable
20171	Electronic Patient Care Report Replacement Program	Public Safety	3, 6	3.8, 6.3	II-1, III-8	Not Applicable
20191	Main Street Regional Traffic Signal Synchronization Project	Circulation & Mobility Growth Management	1, 2 1	1.1, 1.2, 2.1, 2.2, 2.3 1.1	I-10, I-11, II-1, V-5	Categorical Exemption
20242	Utility Billing Software Upgrade	Infrastructure	1	1.0	II-1	Not Applicable
20243	Business Development Programs	Economic Development	1, 3	1.1, 1.2, 1.7, 3.1, 3.2	I-7	Not Applicable
20247	Economic Development (SOARA) Capital Projects	Economic Development	2, 4, 5, 6	2.4, 4.2, 5.1, 5.2, 6.1, 6.2	I-7, II-1	Not Applicable
20255	Santiago Hills Landscape Assessment District General Renovations	Natural Resources	5	5.1	-	Categorical Exemption
20266	Park Video Surveillance System	Public Safety	7	7.2, 7.4	III-8	Categorical Exemption

**GENERAL PLAN CONFORMITY  
CAPITAL IMPROVEMENT PROJECTS**

Project #	Project Name	General Plan Element	Goal	Policy	Implementation Program(s)	Environmental Review	
20272	Migration	Public Safety Infrastructure Land Use Economic Development	6 3, 5 7 4	6.3	II-1	Not Applicable	
20277	KACE for Police	Public Safety	6	6.1, 6.3, 6.5	III-8	Categorical Exemption	
20278	Server Refreshes/Memory Expansion	Public Safety Infrastructure	3, 6 4	3.6, 3.8, 6.1, 6.3, 6.5 4.3	III-8, II-1	Not Applicable	
20279	SharePoint Implementation	Infrastructure	4	4.3	II-1	Not Applicable	
20281	IT System Improvements	-	-	-	II-1	Categorical Exemption	
20282	Desktop PC Replacements	-	-	-	II-1	Not Applicable	
20284	LaserFiche RIO Upgrade	-	-	-	II-1	Not Applicable	
20285	Asset and Work Order Management System	-	-	-	II-1	Not Applicable	
20312	Well 29 Construction	Infrastructure Land Use Economic Development	1 1 6	1.1-1.2 1.1 6.1	II-1, III-7, V-7	MND	
20313	Hart Park Irrigation Replacement	Natural Resources Infrastructure	2 1	2.3, 2.9 1.2, 1.4	II-1	Categorical Exemption	
20315	Hart Park Pickleball and Fitness Circuit	Natural Resources	5	5.1, 5.2, 5.5	II-1	Categorical Exemption	
20321	Grijalva Park Master Plan Update	Natural Resources	1, 5	1.3, 5.1, 5.2, 5.5, 5.6	II-1, IV-2	MND	
20325	Santiago Creek Multipurpose Trail Extension	Circulation & Mobility Growth Management	1, 2, 4 1	1.1, 2.6, 4.1, 4.4, 4.8 1.6, 2.2	II-1, II-3	MND	
20326	Chapman Ave. & Feldner Rd. Left Turn Signal Modification	Circulation & Mobility Growth Management	1, 6 1	1.2, 6.1, 6.2 1.6	II-1	Categorical Exemption	
20327	Chapman Ave. & Flower St. Left Turn Signal Modification	Circulation & Mobility Growth Management	1, 6 1	1.2, 6.1, 6.2 1.6	II-1	Categorical Exemption	
20328	Radar Feedback Signs: La Veta, Colins, & Chapman	Circulation & Mobility Growth Management Noise Infrastructure	1, 4 1 2 3	1.2, 1.3, 4.3 1.1 2.2, 2.5 3.3	I-37, II-1	Categorical Exemption	
20329	Chapman Ave & Batavia St Left Turn Signal Modification	Circulation & Mobility Growth Management	1, 6 1	1.2, 6.1, 6.2 1.6	II-1	Categorical Exemption	
20334	Fire Station Maintenance	Public Safety	3	3.8	II-1	Categorical Exemption	
20335	Police Vehicle Mobile Data Computer System (MDC)	Public Safety	6	6.1, 6.2, 6.3, 6.4	III-8	Categorical Exemption	
20336	Computer Aided Dispatch (CAD) & Mobile Upgrade	Public Safety	6	6.1, 6.2, 6.3, 6.4	III-8	Categorical Exemption	
20337	Police Vehicle Mobile Audio & video System (MAV)	Public Safety	6	6.1, 6.2, 6.3, 6.4	III-8	Categorical Exemption	
20338	Strategic Plan Update	Public Safety	3, 6	3.6, 3.8, 6.1, 6.3, 6.5	III-8	Not Applicable	
20339	Network Refresh	Public Safety	3, 6	3.6, 3.8, 6.1, 6.3, 6.5	III-8	Categorical Exemption	
20342	Conference Room Audio/Video	Infrastructure	None	None	II-1	Not Applicable	
20347	Enterprise Access System	Public Safety Infrastructure	3, 6 5	3.6, 3.8, 6.1, 6.3, 6.5 -	III-8 II-1	Not Applicable	
20351	Tustin & La Veta Traffic Signal Upgrade	Circulation & Mobility Growth Management	1, 6 1	1.2, 6.1, 6.2 1.6	II-1	Categorical Exemption	
20353	Chapman & Grand Left Turn Signal Modification	Circulation & Mobility Growth Management Cultural Resources	1, 6 4 4	1.2, 6.1, 6.2 1.6 4.4	II-1	Categorical Exemption	
20354	Chapman & Cambridge Left Turn Signal Mod.	Circulation & Mobility Growth Management Cultural Resources	1, 6 1 4	1.2, 6.1, 6.2 1.6 4.4	II-1	Categorical Exemption	
20358	Carpeting Library	Cultural Resources	4, 5	4.4, 5.1, 5.5	II-1	Categorical Exemption	
20369	Sports Center at Grijalva Park Gym Flooring Replacement	Natural Resources	5	5.2	II-1	Categorical Exemption	
20370	Handy Park Community Building	Natural Resources	5	5.2	II-1	Categorical Exemption	
20374	Street Light Pole Replacement Program	Circulation & Mobility Infrastructure	6 3	6.3 3.3	II-1	Categorical Exemption	
20376	Corridor	Circulation & Mobility Infrastructure	1, 2 3, 5	1.2, 2.2, 2.3 3.3, 5.1	II-1	Categorical Exemption	
20377	Katella/Struck Traffic Signal Modifications	Growth Management Circulation & Mobility	1 1, 2	1.2 1.1, 1.2, 2.4	II-1	Categorical Exemption	
20378	Batavia St and Katella Ave Signal Network	Circulation & Mobility Growth Management	1 1	1.1 1.1	II-1	Categorical Exemption	
20379	Batavia Street/Taft Signal network Extension	Circulation & Mobility	1	1.1	II-1	Categorical Exemption	
20380	Glassell Street Signal Network Extension	Circulation & Mobility	1	1.1	II-1	Categorical Exemption	
20381	Katella Avenue Regional Traffic Signal Synchronization Project	Circulation & Mobility Growth Management	1, 2 1	1.1, 1.2, 2.1, 2.2, 2.3 1.1	I-10, I-11, II-1, V-5	Categorical Exemption	
20382	Katella Avenue Signal Network Extension	Circulation & Mobility	1	1.1	II-1	Categorical Exemption	
20383	Cannon Street at Serrano Avenue Intersection Widening	Circulation & Mobility Growth Management	1, 2 1	1.1, 2.1, 2.5 1.1, 1.11	I-11, II-1	MND	
20384	Vehicle Extrication Rescue Tool Replacement	Public Safety	6	6.3	III-8	Not Applicable	
20390	Exchange Online Migration	Infrastructure	4	4.3, 4.4	II-1	Not Applicable	
20391	Financial System Replacement	Infrastructure	4	4.3, 4.4	II-1	Not Applicable	
20393	Defibrillator, AED and Battery Replacement	Public Safety	6	6.3	III-8	Not Applicable	
20400	Fire Headquarters Replacement	Public Safety	1, 2, 3, 4, 6, 8	1.1, 2.4, 3.4, 3.5, 3.6, 3.8, 4.4, 8.4	II-1, II-5, III-8	MND	
20401	El Camino Tennis Court Lighting Improvement	Natural Resources	5	5.1, 5.2	II-1	Categorical Exemption	
20402	Del Rio Bridge Renovation	Infrastructure Natural Resources	3 5	3.1 5.1	II-1	Categorical Exemption	
20404	Pay for Print Self-Service Additions	Cultural Resources	5	5.1	II-1	Categorical Exemption	
20407	Shaffer Street Rehabilitation	Infrastructure	3	3.1	II-1	Categorical Exemption	
20408	Front Counter Remodel (PW & CD)	Circulation & Mobility None	1 -	1.6 -	-	II-1	Categorical Exemption
20409	Olive Street Rehabilitation	Infrastructure Circulation & Mobility	3 1	3.1 1.6	II-1	Categorical Exemption Circulation & Mobility	
20410	Clinton Street Rehabilitation	Infrastructure Circulation & Mobility	3 1	3.1 1.6	II-1	Categorical Exemption	
20411	Sacramento St Neighborhood Phase 2	Infrastructure Circulation & Mobility	3 1	3.1 1.6	II-1	Categorical Exemption	
20413	Uninterruptible Power Replacements	Public Safety Infrastructure	6 5	6.3 5.1	II-1 III-8	Not Applicable	
20415	Corp Yard Surveillance and Intercom	Public Safety	6	6.1	II-1	Not Applicable	
20418	Old Towne Parkway Streetscape Standard	Infrastructure Cultural Resources Urban Design	3 4 1, 3, 4, 5	3.1 4.4 1.3, 3.3, 4.3	II-1	Categorical Exemption	

**GENERAL PLAN CONFORMITY  
CAPITAL IMPROVEMENT PROJECTS**

Project #	Project Name	General Plan Element	Goal	Policy	Implementation Program(s)	Environmental Review
20425	Tustin St Signal Synchronization	Circulation & Mobility	1, 2	1.1, 1.2, 2.1, 2.2, 2.3	I-10, I-11, II-1, V-5	Categorical Exemption
20427	Walnut Ave Infrastructure Improvements	Infrastructure	1, 3	1.1, 1.2, 3.1	II-1, II-6	Categorical Exemption
20428	Water Rate Study	Infrastructure Natural Resources	1 2	1.1, 1.3, 1.6 2.3	III-7	Categorical Exemption
20429	South Yard Storage Replacement	Infrastructure Public Safety	1 3	1.1 3.4, 3.8	II-1	Categorical Exemption
20430	Storm Drain Improvements	Infrastructure	1	1.1, 1.2	II-1, II-6, V-8	Categorical Exemption
20433	Records Retractable Filing System	Public Safety	6	6.1	II-1	Categorical Exemption
20434	Hart Park Energy Efficiency Improvements	Natural Resources Public Safety	2, 3 7, 9	2.6, 2.7, 2.9, 3.2 7.3, 7.4, 9.1	II-1, III-11	Categorical Exemption
20435	Olive Park Kitchen Update	Natural Resources	5	5.1, 5.2, 5.5	II-1	Categorical Exemption
20436	Hart Park Sports Field Lighting	Natural Resources Public Safety	2, 3 7, 9	2.6, 2.7, 2.9, 3.2 7.3, 7.4, 9.1	II-1, III-11	Categorical Exemption
20437	Park Signage	Natural Resources Infrastructure	5 3	5.1 3.3	II-1	Categorical Exemption
20438	El Camino Real Park Exercise Equipment	Natural Resources	5	5.1, 5.2, 5.5	II-1	Categorical Exemption
20439	Exterior Wall Renovation at Grijalva Park	Natural Resources	5	5.1	II-1	Categorical Exemption
20440	Rubberized Tot Lot Surface Replacement	Natural Resources	5	5.1	II-1	Categorical Exemption
20441	Citywide Sidewalk Assessment	Circulation & Mobility Infrastructure	1, 4 3, 6	1.6, 4.7 3.1	II-1, I-10, I-13, I-14	Categorical Exemption
20442	Fleet Hoist Replacement	Public Safety	3	3.4, 3.5, 3.8, 6.1	II-1	Categorical Exemption
20443	Orange Community Shuttle Feasibility Study	Circulation & Mobility Natural Resources Economic Development	2, 3 2 2, 4, 6	2.6, 3.1 2.2, 2.9 2.1, 4.5, 6.2	IV-6, V-5, V-9, V-14	Categorical Exemption
20444	Police HQ Atrium Rehabilitation	Infrastructure	6	6.2	II-1	Categorical Exemption
20445	Study Room Soundproofing	Cultural Resources	5	5.1	I-31, II-1	Categorical Exemption
20446	Children's Courtyard Rehabilitation Support	Cultural Resources	5	5.1, 5.2, 5.5	I-31, II-1	Categorical Exemption
20447	Infield Irrigation Control Upgrade (Steve Ambriz Memorial Park)	Natural Resources Infrastructure	2, 5 1	2.3, 2.9, 5.1, 5.2, 5.5 1.2, 1.3	II-1	Categorical Exemption
20448	Restroom Interior Upgrades	Natural Resources	5	5.1	II-1	Categorical Exemption
20450	Powered Air-Purifying Respirator Battery and Filter Replacement	Public Safety	4, 6	4.1, 4.4, 6.1, 6.3	III-8	Not Applicable
20454	Remote Firewall (WAN) Site Security	Public Safety	6	6.1, 6.3	II-1	Categorical Exemption
20455	2-Factor Authentication	Public Safety	6	6.1, 6.3	II-1	Categorical Exemption
20456	Physical Security Platform Replacements	Public Safety	6	6.1, 6.3	II-1	Categorical Exemption
20457	HVAC Installation at Killifer Park	Natural Resources	2, 5	2.6, 2.9, 5.1	II-1	Categorical Exemption
20458	Prospect & Spring Right Turn Lane Modification	Circulation & Mobility Growth Management	1 1	1.1, 1.2, 1.6 1.6	I-10, II-1	Categorical Exemption
20459	Wayfinding Signage	Circulation & Mobility Cultural Resources	6 1, 3, 4	6.1 1.2, 3.1, 3.2, 4.4	I-24, II-1, IV-3	Categorical Exemption
20461	Main Library Improvements	Cultural Resources	5	5.1, 5.2, 5.5	II-1	Categorical Exemption
20462	Taft Library Improvements	Cultural Resources	5	5.1, 5.2, 5.5	II-1	Categorical Exemption
20463	El Modena Library Improvements	Cultural Resources	5	5.1, 5.2, 5.5	II-1	Categorical Exemption
20464	Fire Station 3 Facility Improvements	Public Safety	3	3.3	II-1	Categorical Exemption
20465	Fire Station Flooring Improvements	Public Safety	3	3.3	II-1	Categorical Exemption
30019	Santiago Canyon Road Multi-Purpose Trail	Circulation & Mobility Natural Resources	1, 4 5, 6	1.1, 4.1, 4.8 6.1, 6.4, 6.6	I-4, II-3	MND
30029	Glassell Street and Walnut Avenue Left Turn Signal Modification	Circulation & Mobility Growth Management Public Safety	1 1 9	1.2 NA 9.1, 9.2	I-11, II-1	Categorical Exemption
30030	Chapman Avenue and James Street Left Turn Signal Modification	Circulation & Mobility Growth Management Public Safety	1 1 9	1.2 NA 9.1	I-11, II-1	Categorical Exemption
30032	Wellness Exercise Equipment Replacement	Public Safety	6	NA	II-1	Not Applicable
30041	HVAC Delta Control System	Natural Resources	2, 5	2.9, 5.1	II-1	Categorical Exemption
30047	Calsense Installation at Various Parks	Natural Resources	2	2.3, 2.9	II-1	Categorical Exemption
30048	El Modena Area Renovation	Natural Resources	5	5.1	II-1	Negative Declaration
30053	Parking Lot Pavement Rehabilitation	Natural Resources	5	5.1	II-1	Categorical Exemption
30054	Park Electrical Panel Replacement	Natural Resources	5	5.1	II-1	Categorical Exemption
30056	HVAC Replacement	Cultural Resources & Historic Preservation	5	5.5	II-1	Categorical Exemption
30059	Orange Children & Parents Together Various Improvements	Circulation & Mobility	5	-	II-1	Categorical Exemption
30071	Fiber Optic Cable Installation	Cultural Resources & Historic Preservation Public Safety	5 6	5.1 6.3	II-1 III-8	Categorical Exemption
30080	Glassell Street & Meats Avenue Left Turn Phasing Modification	Circulation & Mobility	1	1.1, 1.2	II-1	Categorical Exemption/ NEPA
30081	Glassell Street & Collins Avenue Left Turn Phasing Modification	Circulation & Mobility	1	1.1, 1.2	II-1	Categorical Exemption/ NEPA
30082	Installation of Accessible Pedestrian Signals at 12 Intersections Citywide	Circulation & Mobility Public Safety	1 9	1.1 9.1	II-1	Categorical Exemption/ NEPA
30083	Installation of Pedestrian Countdown Signals at 33 Intersections Citywide	Circulation & Mobility Public Safety	1 9	1.1 9.1	II-1	Categorical Exemption/ NEPA

**SCHEDULE OF OPERATING CARRYOVER APPROPRIATIONS**

<u>Fund</u>	<u>Activity</u>	<u>Account Number</u>	<u>Proj</u>	<u>Description</u>	<u>Amount Requested</u>	<u>Department Total</u>
<b>Non Departmental</b>						
100	0000	51700	12350	Animal Control	\$ 489,687	
100	0000	52001		Miscellaneous Expenditures	175,000	
100	0000	52611		Payments to Other Agencies	82,387	
115	0000	52611		Payments to Other Agencies	2,394,172	
760	0000	50101		Salaries & Benefits	515,081	
<b>Total Non Departmental</b>						<b>\$ 3,656,327</b>
<b>City Attorney</b>						
100	0301	51600		Legal Services	\$ 24,247	
100	0301	51611		Personnel Legal Services	5,000	
100	0301	51670		Other Professional & Consulting Services	24,625	
<b>Total City Attorney</b>						<b>\$ 53,872</b>
<b>City Clerk</b>						
100	0401	52551		Election Expense	\$ 160,000	
<b>Total Information Technology</b>						<b>\$ 160,000</b>
<b>Information Technology</b>						
780	1601	51670		Other Professional & Consulting Services	\$ 38,500	
<b>Total Information Technology</b>						<b>\$ 38,500</b>
<b>Library</b>						
100	2001	53301		Library Books	\$ -	
100	2001	53301	19320	Electronic Resources	552	
100	xxxx	various	19322	Foundation Donation	4,617	
100	2001	53301	19935	Woman's Club Donation	123	
100	2001	various	30127	CLLS Grant - Adult Literacy Program	18,458	
100	2001	53340	19969	Sons of Italy Donation	351	
100	xxxx	various	19986	Patron Donation	3,133	
100	2001	53301	19988	Santiago Library System - New Adult & Children's Books	1,229	
100	xxxx	various	19990	Friends of the Library Donation	37,731	
100	2001	53001	20307	Patron Donation - Literacy donation from Community	14,211	
100	2017	53340	30116	ALA Great Stories Grant	2	
100	2016	53340	30118	Historical Preservation Foundation Grant	1,114	
100	216	53340	30121	Lunch in the Library Grant	1,008	
<b>Total Library</b>						<b>\$ 82,530</b>
<b>Fire</b>						
100	3012	51670	30006	Professional & Consulting - PDM Grant 2014	\$ 31,078	
100	3023	51840	20179	Local Training - UASI 2013	596	
100	3023	51840	20234	Local Training Santa Ana College 2015-16	69,425	
100	3023	51840	20245	Local Training UASI 2014	6,898	
100	3023	51840	20260	Local Training UASI Regional Training 2015	6,818	
125	3022	53510		Fire/Paramedic Medical Supplies	1,776	
<b>Total Fire</b>						<b>\$ 116,591</b>

**SCHEDULE OF OPERATING CARRYOVER APPROPRIATIONS (continued)**

<u>Fund</u>	<u>Activity</u>	<u>Account Number</u>	<u>Proj</u>	<u>Description</u>	<u>Amount Requested</u>	<u>Department Total</u>
<b>Police</b>						
100	4011	various	20355	BSCC FY17	\$ 8,802	
100	4011	51840	12308	Training and Education Donation by Picerne Foundation	6,250	
100	4031	various	20159	Post Release Community Supervision Overtime	23,092	
100	4041	various	30126	OTS FY 19-20	162,727	
100	4033	various	30130	ABC-OTS Grant FY19-20	12,287	
354	4011	55131		Furniture, Machinery, Equipment Additions	24,662	
358	4001	various	12325	RNSP Federal - DOJ	89,854	
354	4021	53940		Safety Equipment	5,000	
<b>Total Police</b>						<u>\$ 332,675</u>
<b>Public Works</b>						
100	5028	51700		Contractual Services (Labor & Maintenance)	\$ 9,495	
220	5022	various	20420	Beverage Container Recycle Grant	6,445	
355	5023	55212	v1805	Motor Vehicle Replacements	32,773	
600	5023	55212	various	Motor Vehicle Replacements	64,436	
<b>Total Public Works</b>						<u>\$ 113,148</u>
<b>Community Development</b>						
100	6021	51670		Other Professional & Consulting Services	\$ 20,478	
110	6001	51870		Subscriptions	18,000	
110	6031	51670		Other Professional & Consulting Services	7,500	
140	6031	51845		CASP/ADA Training	17,542	
140	6031	51670		Other Professional & Consulting Services	20,000	
<b>Total Community Development</b>						<u>\$ 83,519</u>
<b>Community Services</b>						
100	7001	51700	20227	Garden Plots	\$ 9,814	
100	7001	51780	20054	Military Banners	1,235	
263	7041	51780	20412	Senior Transportation Grant 19-20	120,000	
<b>Total Community Services</b>						<u>\$ 131,049</u>
<b>TOTAL OPERATING CARRYOVERS</b>						<u><u>\$ 4,768,212</u></u>

**CONTINUING CAPITAL IMPROVEMENT APPROPRIATIONS BY FUND**

<u>Fund</u>	<u>Project Number</u>	<u>Description</u>	<u>Amount Requested</u>	<u>Fund Total</u>
<b>O.C.P.T. Building Maintenance</b>				
150	30059	OC & PT Various Improvements	<u>\$43,760</u>	
		<b>TOTAL O.C.P.T. Building Maintenance</b>		\$43,760
<b>Sanitation And Sewer</b>				
220	12982	Corp Yard Renovations	\$149,094	
220	20242	UB Software Upgrade	\$24,936	
220	20285	Work Order Mgt Consulting (Maintstar)	\$81,800	
220	30108	Collins Ave CDS BioClean Installation	<u>\$71,710</u>	
		<b>TOTAL Sanitation And Sewer</b>		\$327,540
<b>Traffic Improvemnt -Measure M2</b>				
263	13115	Pavement Management Program Surv	\$1,407	
263	13120	Pavement Management Program	\$803,901	
263	16302	Minor Traffic Control Devices	\$60,318	
263	16304	Biennial Traffic Signal Coordination	\$136,370	
263	16469	Traffic Signal Equipment Painting	\$48,869	
263	20383	Cannon & Serrano Intersection Modific	\$32,416	
263	20418	Old Towne Parkway Streetscape Stand	\$10,000	
263	30029	Glassell & Walnut Left Turn Signal Mod	\$30,482	
263	30030	Chapman & James Left Turn Signal Mo	<u>\$22,895</u>	
		<b>TOTAL Traffic Improvemnt -Measure M2</b>		\$1,146,658
<b>Gas Tax Construction</b>				
271	12982	Corp Yard Renovations	<u>\$63,727</u>	
		<b>TOTAL Gas Tax Construction</b>		\$63,727
<b>Gas Tax 2105</b>				
272	13120	Pavement Management Program	\$576,292	
272	13816	Structural Evaluation of City Bridges	\$358,770	
272	16305	Traffic Signal Controller Changeout	<u>\$131,441</u>	
		<b>TOTAL Gas Tax 2105</b>		\$1,066,503
<b>Rmra Road Maint Rehabilitation Account</b>				
274	13120	Pavement Management Program	<u>\$2,348,937</u>	
		<b>TOTAL Rmra Road Maint Rehabilitation Account</b>		\$2,348,937

**CONTINUING CAPITAL IMPROVEMENT APPROPRIATIONS BY FUND**

<u>Fund</u>	<u>Project Number</u>	<u>Description</u>	<u>Amount Requested</u>	<u>Fund Total</u>
<b>Tsip B - West Orange</b>				
284	16469	Traffic Signal Equipment Painting	\$59,851	
284	20191	Main St Signal Synchronization	\$90,000	
284	20351	Tustin & La Veta Traffic Signal Upgrad	\$107,400	
284	20353	Chapman & Grand Left Turn Signal Mo	\$450,000	
284	20354	Chapman & Cambridge Left Turn Sign	\$425,000	
284	20376	Garden Grove Blvd Signal Synchroniza	\$7,000	
284	20377	Katella & Struck Signal Modification	\$78,059	
284	20380	Glassell St Signal Network Extension	\$130,000	
284	20381	Katella Ave Signal Synchronization	\$250,000	
284	20382	Katella Ave Signal Network Extension	\$950,000	
284	20425	Tustin St Signal Synchronization	\$264,685	
284	30029	Glassell & Walnut Left Turn Signal Mod	\$13,074	
284	30141	Glassell St Signal Synchronization	\$60,000	
		<b>TOTAL Tsip B - West Orange</b>		<b>\$2,885,070</b>
<b>Transport. System Improvemt Authority</b>				
286	20191	Main St Signal Synchronization	\$90,000	
		<b>TOTAL Transport. System Improvemt Authority</b>		<b>\$90,000</b>
<b>Santiago Hls Landscp Maint 1986 &amp; 2015</b>				
291	20255	Santiago Hills LAD- General Renovatio	\$194,035	
		<b>TOTAL Santiago Hls Landscp Maint 1986 &amp; 2015</b>		<b>\$194,035</b>
<b>Del Rio Landscape Maintenance District</b>				
294	20402	Del Rio Bridge Renovation	\$203,000	
		<b>TOTAL Del Rio Landscape Maintenance District</b>		<b>\$203,000</b>
<b>Community Development Block Grant</b>				
310	11328	ADA Improvements	\$54,574	
310	20407	Shaffer Street Rehabilitation	\$96,232	
310	20409	Olive Street Rehabilitation	\$99,000	
310	20410	Clinton Street Rehabilitation	\$172,000	
310	20411	Sacramento Neighborhood St Rehabilit	\$272,000	
		<b>TOTAL Community Development Block Grant</b>		<b>\$693,806</b>
<b>Home</b>				
317	11210	Home CHDO Allocation	\$241,183	
317	11250	Home Developer Projects	\$1,683,368	
		<b>TOTAL Home</b>		<b>\$1,924,551</b>

**CONTINUING CAPITAL IMPROVEMENT APPROPRIATIONS BY FUND**

<u>Fund</u>	<u>Project Number</u>	<u>Description</u>	<u>Amount Requested</u>	<u>Fund Total</u>
<b>Asset Seizure- Federal</b>				
355	20335	Mobile Data Computers	<u>\$4,310</u>	
		<b>TOTAL Asset Seizure- Federal</b>		\$4,310
<b>Capital Projects</b>				
500	12506	Body Armor	\$55,862	
500	12540	Thermal Image Cameras	\$8,787	
500	12982	Corp Yard Renovations	\$77,205	
500	16302	Minor Traffic Control Devices	\$139,748	
500	19809	City Facility Improvements	\$16,653	
500	20169	WMD-DuoDote Autoinjector Replacem	\$13,500	
500	20325	Santiago Bike Trail Phase IV	\$97,532	
500	20374	Streetlight Pole Replacement Program	\$240,000	
500	30071	Fiber Optic Cable Installation	<u>\$240,000</u>	
		<b>TOTAL Capital Projects</b>		\$889,287
<b>Park Acquisition (Infill)</b>				
510	20059	Tot Lot Shade Sails	\$86,500	
510	20266	Park Video Surveillance & Security	\$100,946	
510	20321	Grijalva Master Plan Update	\$100,000	
510	20347	Enterprise Access System	\$15,000	
510	20370	Handy Park Maintenance Renovation	\$1,089,890	
510	30047	CalSense Installation	\$112,673	
510	30053	Parking Lot Pavement Rehab	\$567,269	
510	30054	Electrical Panel Replacement	<u>\$16,300</u>	
		<b>TOTAL Park Acquisition (Infill)</b>		\$2,088,577
<b>Park Acquisition &amp; Development (Quimby)</b>				
511	20315	Hart Park Pickleball & Fitness Circuit	\$380,235	
511	30041	HVAC Delta Control Systems	<u>\$115</u>	
		<b>TOTAL Park Acquisition &amp; Development (Quimby)</b>		\$380,350
<b>EI Modena Park Facility - Cell Tower Fee</b>				
512	30048	EI Modena Area Renovation	<u>\$363,092</u>	
		<b>TOTAL EI Modena Park Facility - Cell Tower Fee</b>		\$363,092
<b>Sewer Construction</b>				
520	15508	Sewer Line Maintenance & Replaceme	<u>\$2,315,351</u>	
		<b>TOTAL Sewer Construction</b>		\$2,315,351

**CONTINUING CAPITAL IMPROVEMENT APPROPRIATIONS BY FUND**

<u>Fund</u>	<u>Project Number</u>	<u>Description</u>	<u>Amount Requested</u>	<u>Fund Total</u>
<b>Old Towne Parking Facility</b>				
540	14997	Municipal Parking Lot Maintenance	<u>\$5,693</u>	
<b>TOTAL Old Towne Parking Facility</b>				\$5,693
<b>Reimbursable Capital Projects</b>				
550	13816	Structural Evaluation of City Bridges	\$714,335	
550	20325	Santiago Bike Trail Phase IV	\$345,794	
550	20326	Chapman & Feldner Left Turn Modificat	\$223,845	
550	20327	Chapman & Flower Left Turn Modificati	\$226,011	
550	20328	La Veta, Collins, & Chapman Radar Fe	\$299,461	
550	20329	Chapman & Batavia Left Turn Signal M	\$373,390	
550	20383	Cannon & Serrano Intersection Modific	\$2,870	
550	30080	Glassell & Meats Left Turn Signal Modi	\$215,502	
550	30081	Glassell & Collins Left Turn Signal Mod	\$248,914	
550	30082	Accessible Pedestrian Signals Installati	\$159,870	
550	30083	Pedestrian Countdown Signals Installat	\$338,992	
550	30108	Collins Ave CDS BioClean Installation	\$249,360	
550	30132	Lemon & Palm Signal Installation	\$574,100	
550	30134	Evidence Freezer	<u>\$165,000</u>	
<b>TOTAL Reimbursable Capital Projects</b>				\$4,137,444
<b>Fire Facility Fee Districts All Com 6/07</b>				
560	12406	Signal Pre-Emption Installation	\$22	
560	12540	Thermal Image Cameras	\$77,347	
560	12955	Mobile Data Computers	\$80	
560	20104	SCBA Retrofit & Replacement	\$210,249	
560	20171	EPCR Replacement Program	\$5,580	
560	20334	Fire Station Maint & Renov	\$255,391	
560	20347	Enterprise Access System	\$25,000	
560	20384	Vehicle Extrication Tool	\$3,829	
560	30032	Wellness Equipment Replacement	<u>\$2,662</u>	
<b>TOTAL Fire Facility Fee Districts All Com 6/07</b>				\$580,159
<b>Police Facility Fees</b>				
570	19809	City Facility Improvements	\$58,801	
570	20347	Enterprise Access System	<u>\$15,000</u>	
<b>TOTAL Police Facility Fees</b>				\$73,801

**CONTINUING CAPITAL IMPROVEMENT APPROPRIATIONS BY FUND**

<u>Fund</u>	<u>Project Number</u>	<u>Description</u>	<u>Amount Requested</u>	<u>Fund Total</u>
<b>Library Facility Fees</b>				
573	20347	Enterprise Access System	\$15,000	
573	20358	Carpeting	\$70,391	
573	30056	HVAC Replacement-Library	<u>\$70,989</u>	
		<b>TOTAL Library Facility Fees</b>		\$156,380
<b>Water</b>				
600	18101	Water Utility Security Improvements	\$17,111	
600	18120	Well 28 Construction	\$1,501,374	
600	18214	Well Rehabilitation	\$43,659	
600	18225	Lower Serrano Pump Station	\$29,772	
600	18301	Exterior Cathodic Protection Systems	\$228,829	
600	18302	Reservoir Recoating	\$87,459	
600	18324	Reservoir 2A Site Remediation	\$991,405	
600	18400	Pipeline Renewal Projects	\$2,410,954	
600	18912	Water Plant Telemetry	\$2,171	
600	18925	Emergency Generator	\$176,090	
600	20089	Water Master Plan	\$315,000	
600	20242	UB Software Upgrade	\$22,373	
600	20285	Work Order Mgt Consulting (Maintstar)	<u>\$81,700</u>	
		<b>TOTAL Water</b>		\$5,907,896
<b>Major Building Improvements</b>				
725	19809	City Facility Improvements	\$159,655	
725	19826	Police HQ Exterior Wall Sealing	\$71,481	
725	20408	Civic Center Front Counter Remodel	<u>\$249,919</u>	
		<b>TOTAL Major Building Improvements</b>		\$481,054

**CONTINUING CAPITAL IMPROVEMENT APPROPRIATIONS BY FUND**

<u>Fund</u>	<u>Project Number</u>	<u>Description</u>	<u>Amount Requested</u>	<u>Fund Total</u>
<b>Computer Replacement</b>				
790	12955	Mobile Data Computers	\$15,934	
790	20272	GIS -LGIM Migration	\$47,000	
790	20277	KACE for PD	\$25,000	
790	20278	Server Refreshes / memory expansion	\$26,144	
790	20279	Sharepoint	\$45,000	
790	20281	Misc Op Exp (VoIP enhance)	\$89,910	
790	20284	LaserFiche upgrade	\$191,973	
790	20285	Work Order Mgt Consulting (Maintstar)	\$131,700	
790	20337	Police Mobile Audio Visual & Body Wor	\$10,001	
790	20338	Strategic Plan Update	\$30,000	
790	20339	Network Refresh	\$44,588	
790	20347	Enterprise Access System	\$155,000	
790	20390	Exchange Online Migration	\$20,000	
790	20391	Financial System Replacement	\$130,050	
790	20413	UPS Replacements	\$20,192	
790	20415	Corp Yard Surveillance and Intercom	\$15,000	
		<b>TOTAL Computer Replacement</b>		\$997,493
<b>City Trf: Tustin Project-Taxable Bonds</b>				
951	20243	Business Development Programs	\$103,385	
951	20247	SOARA Capital Proj	\$1,000,000	
		<b>TOTAL City Trf: Tustin Project-Taxable Bonds</b>		\$1,103,385
<b>City Trf: Nw &amp; Sw Merged 2003 Txbl Bonds</b>				
952	20243	Business Development Programs	\$145,000	
952	20247	SOARA Capital Proj	\$1,500,000	
		<b>TOTAL City Trf: Nw &amp; Sw Merged 2003 Txbl Bon</b>		\$1,645,000
<b>City Trf: Nw &amp; Sw Merged 2003 Tax Exempt</b>				
953	20247	SOARA Capital Proj	\$370,000	
		<b>TOTAL City Trf: Nw &amp; Sw Merged 2003 Tax Exem</b>		\$370,000
<b>City Trf: Merged 2008 Tax Exempt Bonds</b>				
954	20400	Fire Station I	\$1,255,633	
		<b>TOTAL City Trf: Merged 2008 Tax Exempt Bonds</b>		\$1,255,633
		<b>TOTAL CAPITAL PROJECTS</b>		<u>\$33,742,493</u>

**CITY DEBT OBLIGATIONS**

<u>Type of Obligation</u>	<u>Date of Issue</u>	<u>Date of Maturity</u>	<u>Interest Rates</u>	<u>Authorized and Issued</u>	<u>Outstanding at June 30, 2020</u>	<u>2020-21 Prin. &amp; Int. Requirement</u>
<b>DEBT ISSUES:</b>						
Orange City Public Financing Authority						
Lease Revenue Bonds Series 2020A	7/16/2020	11/1/2050	4.00%	29,930,000	-	947,783
<b><u>TOTAL CITY DEBT</u></b>				<b><u>29,930,000</u></b>	<b><u>-</u></b>	<b><u>947,783</u></b>

## SUCCESSOR AGENCY DEBT OBLIGATIONS

<u>Type of Obligation</u>	<u>Date of Issue</u>	<u>Date of Maturity</u>	<u>Interest Rates</u>	<u>Authorized and Issued</u>	<u>Outstanding at June 30, 2020</u>	<u>2020-21 Prin. &amp; Int. Requirement</u>
<b>DEBT ISSUES:</b>						
2008B Merged & Amended Taxable Tax						
Allocation Refunding Bonds	5/1/2008	9/1/2027	5.0-6.2%	6,180,000	4,100,000	639,919
2014A Merged & Amended Tax						
Allocation Refunding Bonds	12/4/2014	9/1/2023	3.0-5.0%	28,850,000	14,290,000	3,941,750
2018A Merged & Amended Tax						
Allocation Refunding Bonds	7/12/2018	9/1/2036	4.0-5.0%	20,375,000	19,465,000	910,000
<b><u>TOTAL REDEVELOPMENT DEBT</u></b>				<b><u>55,405,000</u></b>	<b><u>37,855,000</u></b>	<b><u>5,491,669</u></b>

## CITY-WIDE SUMMARY SCHEDULE OF POSITIONS

### BY DEPARTMENT

	APPROVED 2018-19	APPROVED 2019-20	BUDGET 2020-21
<b>Departments:</b>			
* City Council	5.000	5.000	5.000
City Manager	6.625	5.625	5.625
City Attorney	9.000	7.000	7.000
* City Clerk	5.000	5.000	5.000
* Treasurer	2.000	1.000	1.000
Finance	32.625	32.100	31.750
Human Resources	11.000	9.000	9.000
Information Technology	8.000	8.000	8.000
Library	41.950	40.450	40.450
Fire	136.750	126.750	126.750
Police	274.632	258.918	258.968
Public Works	134.500	132.400	132.400
Community Development	35.975	32.975	32.975
Community Services	67.775	64.550	64.550
<b>Total - Funded</b>	<b>722.270</b>	<b>686.654</b>	<b>726.468</b>
<b>Total - Frozen</b>	<b>48.562</b>	<b>42.114</b>	<b>2.000</b>
<b>Total - Approved</b>	<b><u>770.832</u></b>	<b><u>728.768</u></b>	<b><u>728.468</u> **</b>

\* Includes 7 elected officials: 1 Mayor, 4 Councilmembers, 1 City Clerk and 1 City Treasurer



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**RESOLUTION NO. 11257**

**A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF ORANGE ADOPTING SAID CITY'S BUDGET FOR THE FISCAL YEAR 2020-21 AND RELATING TO TRANSFERS OF FUNDS BETWEEN AND WITHIN APPROPRIATIONS, TRANSFERS BETWEEN FUNDS, AND ADDITIONAL APPROPRIATIONS.**

**WHEREAS**, the City Council approved Resolution No. 11248 to continue the City's Operating Budget for the Fiscal Year 2019-2020 into Fiscal Year 2020-2021 on June 23, 2020; and

**WHEREAS**, the City rescinds Section I. Continuation of Operating Budget, adopting the operating budget for the Fiscal Year 2019-2020 as a temporary spending plan to pay for essential expenditures for Fiscal Year 2020-2021.

**NOW, THEREFORE, BE IT RESOLVED** by the City Council of the City of Orange, California, as follows:

**SECTION I. Adoption of Budget**

The City of Orange budget for the Fiscal Year 2020-21, as amended by the City Council and on file in the office of the City Clerk, is hereby adopted as the budget for the City of Orange for the Fiscal Year 2020-21. Appropriations for the City Operating Budget are set forth in the Schedule of Operating Expenditures by Fund and the Schedule of Carryover Appropriations. Appropriations for the Capital Improvement Program and Debt Service, are listed in the Schedule of New Capital Improvement Projects and the Schedule of Debt Service Payments. Appropriations existing as of June 30, 2020 for CIP projects will be carried over to the 2020-21 fiscal year with the exception of those projects which are completed, as determined by the City Manager, before the end of the 2019-20 fiscal year.

**SECTION II. Transfer of Funds Within and Between Appropriations**

A. Transfer of Funds within an operating appropriation – Department Heads may transfer funds between non-salary object group classifications or programs within their operating departmental appropriation with the approval of the Administrative Services Director. The City Manager's approval is required to transfer funds to or from salary accounts within a departmental appropriation.

B. All other transfers between appropriations, including departmental budgets, capital projects, debt service or pass throughs, must be approved by the affirming vote of three members of the City Council.

**SECTION III. Transfers of Funds Between Funds**

Transfer of funds between funds, as outlined in the Schedule of Transfers in the Budget document, shall be made as expenditures or revenues warrant such transfers. Other transfers may be made by the City Council by the affirmative vote of three members.

**SECTION IV. Additional Appropriations**

Excepting donations of \$5,000 or less per donor within a fiscal year, only the City Council, by the affirmative vote of three members, may amend the budget to add, change, or delete appropriations. Donations less than \$5,000 per donor within a fiscal year shall be appropriated by the City Manager in accordance with the wishes of the donor.

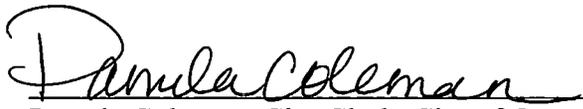
**SECTION V. Effective Date**

The effective date of this adoption of budget is July 1, 2020.

**ADOPTED** this 28th day of July 2020.

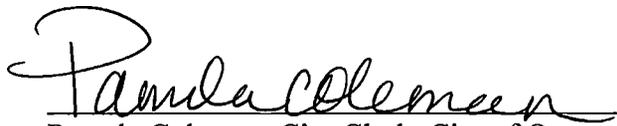
  
\_\_\_\_\_  
Mark A. Murphy, Mayor, City of Orange

**ATTEST:**

  
Pamela Coleman, City Clerk, City of Orange

I, PAMELA COLEMAN, City Clerk of the City of Orange, California, do hereby certify that the foregoing Resolution was duly and regularly adopted by the City Council of the City of Orange at an Adjourned Regular Meeting thereof held on the 28th day of July 2020, by the following vote:

AYES: COUNCILMEMBERS: Alvarez, Murphy, Nichols, Monaco  
NOES: COUNCILMEMBERS: None  
ABSENT: COUNCILMEMBERS: None  
ABSTAIN: COUNCILMEMBERS: None

  
\_\_\_\_\_  
Pamela Coleman, City Clerk, City of Orange

**RESOLUTION NO. 11258**

**A RESOLUTION OF THE CITY COUNCIL OF  
THE CITY OF ORANGE ADOPTING THE  
APPROPRIATIONS LIMIT FOR THE FISCAL  
YEAR 2020-21.**

**WHEREAS**, the voters of California on November 6, 1979, added Article XIII B to the State Constitution placing various limitations on the appropriations of the state and local governments; and

**WHEREAS**, Article XIII B was amended by Proposition 111 and SB88 to provide for the calculation of the appropriations limit for Fiscal Years beginning with 1990-91 using, at the City's election, the City's own population growth or the population growth of the County, and the growth in California per capita income or the growth in non-residential assessed valuation due to new construction; and

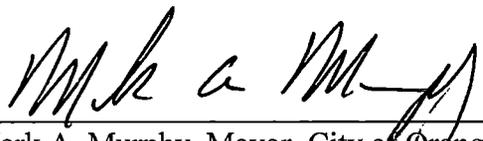
**WHEREAS**, data necessary to calculate the growth in the non-residential assessed value was not available from the County Assessor and the City may need to adjust the limit on appropriations once the data is available; and

**WHEREAS**, the information and the elections made as set forth above are necessary for making these adjustments and are attached as Exhibit "A"; and

**WHEREAS**, the City of Orange, to the best of its knowledge, has complied with all the provisions of Article XIII B in determining the appropriation limit for Fiscal Year 2020-21.

**NOW, THEREFORE, BE IT RESOLVED** by the City Council of the City of Orange that the Appropriations Limit in Fiscal Year 2020-21 shall be \$193,008,124 and the City's appropriations subject to limitation are \$92,720,667.

**ADOPTED** this 28th day of July, 2020.

  
\_\_\_\_\_  
Mark A. Murphy, Mayor, City of Orange

**ATTEST:**

  
\_\_\_\_\_  
Pamela Coleman, City Clerk, City of Orange

STATE OF CALIFORNIA    )  
COUNTY OF ORANGE     )  
CITY OF ORANGE         )

I, PAMELA COLEMAN, City Clerk of the City of Orange, California, do hereby certify that the foregoing Resolution was duly and regularly adopted by the City Council of the City of Orange at an Adjourned Regular Meeting thereof held on the 28th day of July 2020, by the following vote:

AYES:           COUNCILMEMBERS: Alvarez, Murphy, Nichols, Monaco  
NOES:           COUNCILMEMBERS: None  
ABSENT:         COUNCILMEMBERS: None  
ABSTAIN:        COUNCILMEMBERS: None

  
\_\_\_\_\_  
Pamela Coleman, City Clerk, City of Orange

**EXHIBIT "A"**

**2020-21 APPROPRIATIONS LIMIT UNDER ARTICLE XIII B**

2020-21 APPROPRIATION LIMIT IS CALCULATED AS FOLLOWS:

	15-16	16-17	17-18	18-19	19-20	20-21
POPULATION GROWTH	1.0059	1.0040	1.0009	1.0069	1.0041	0.9975
CHANGE IN PER CAPITA INCOME	1.0382	1.0537	1.0369	1.0367	1.0385	1.0373
TOTAL ADJUSTMENT	1.0443	1.0579	1.0378	1.0439	1.0428	1.0347
LAST YEAR'S LIMIT	149,458,738	156,083,553	165,123,101	171,370,238	178,885,376	186,534,130
CURRENT YEAR'S LIMIT	156,083,553	165,123,101	171,370,238	178,885,376	186,534,130	193,008,124
OTHER ADJUSTMENTS:						
ASSUMED RESPONSIBILITY:						
BOOKING FEES						
PROP TAX ADMIN CHG						
ADJ. CURRENT YR. LIMIT	156,083,553	165,123,101	171,370,238	178,885,376	186,534,130	193,008,124

The following information was provided by the State Department of Finance in order to calculate the Appropriation Limit for 2020-21:

Fiscal Year	Date	City	County Population	Greater of Population Changes
15-16	01-01-14	139,268	3,113,306	
	01-01-15	140,094	3,146,789	1.08%
16-17	01-01-15	140,862	3,151,043	
	01-01-16	141,420	3,182,175	.99%
17-18	01-01-16	140,761	3,171,408	
	01-01-17	140,882	3,193,280	.69%
18-19	01-01-17	140,981	3,198,224	
	01-01-18	141,952	3,220,361	.69%
19-20	01-01-18	141,116	3,212,533	.29%
	01-01-19	141,691	3,221,790	
20-21	01-01-19	140,410	3,192,279	.04%
	01-01-20	140,065	3,193,693	

\*Restated

**EXHIBIT "A"**

**2020-21 APPROPRIATIONS LIMIT UNDER ARTICLE XIII B (Continued)**

Percentage Changes in Per Capita Personal Income:

2015-16	2016-17	2017-18	2018-19	2019-20	2020-21
3.82%	5.37%	3.69%	3.67%	3.85%	3.73%

Per Capita Income Converted to a Ratio:

2015-16	2016-17	2017-18	2018-19	2019-20	2020-21
1.0382	1.0537	1.0369	1.0367	1.0385	1.0373

## Fund Descriptions

100

*GENERAL FUND - The primary operating fund of the City. All revenues that are not allocated by law or contractual agreement to a specific fund are accounted for in the General Fund. General Fund resources can be utilized for any legitimate governmental purpose.*

Source of Revenue:

1. Taxes – The City receives sales tax allocated from the California Department of Tax and Fee Administration (CDTFA) based on 1% of the gross sales in the City and share of sales tax revenue for online sales from the county-wide pool in proportion to the City share of sales tax in the county. Property tax is apportioned by the County of Orange and is adjusted annually to reflect increases in assessed values. The City also receives property tax increment collected for the Successor Agency. Transient occupancy tax collected by hotels/motels in the City and real property transfer tax allocated from the County are also included in this revenue category.
2. Franchises – Franchise fees are collected from gas, electric, and solid waste utilities. The City also receives cable franchise fees that equal to five percent of a franchisee’s gross receipts derived from the provision of video services within the City.
3. Licenses & Permits – Business licenses, building related permits (building, electrical, mechanical, etc.), and annual fire permits account for a major portion of this type of revenue. Fees are also assessed for other permits, e.g. encroachment permits, parking permits, and underground tank permits.
4. Fines & Forfeitures – Parking citations, library fines, and delinquent penalties are charged. In addition, the Orange County Superior Court submits payments to the City for fines collected per state legislation such as vehicle code violations, crime prevention, and city litter.
5. Use of Money & Property – Includes interest on investments allocated based on cash balance of the general fund at the end of the month as well as rental revenue from City-owned properties and use of City facilities and equipment. The City also collects mitigation fees from a media company for the conversion of a traditional billboard to a digital billboard, lease revenue from the cell towers located in the City, and interests on unapportioned property taxes from the County of Orange.
6. Revenue from Other Agencies – The City receives property tax in lieu of motor vehicle license fees from the County, which is adjusted annually in proportion to the growth in assessed property values. Revenue is received from Chapman University for the use of a former hotel site to provide student housing. The County makes payments to the City according to the terms of the Waste Disposal Agreement for handling the disposal of solid waste. The City also receives state mandated cost reimbursements per Senate Bill 90 related to new programs mandated by the state or increased level of service to an existing mandate. State grants are also recorded as a revenue source, e.g. library literacy grants.
7. Fees for Services – The City charges fees on a variety of services we provide to persons using such services. Typical fees are for plan checks and inspections, development related services, recreation classes, aquatics, paramedic enrollments, paramedic direct (non-transport), hazardous materials disclosures, new business license applications, business license renewals, and passport processing.

## Fund Descriptions

8. Miscellaneous Revenue – Includes non-recurring revenues such as donations, sale of maps, documents, and copies, reimbursements for the street fair, reimbursements from the Office of Emergency Services for staff support in fire incidences, damage to City property, and miscellaneous rebates.
9. Interfund Revenue – Interfund transfers for general and administrative support provided by the general fund.

*SPECIAL REVENUE FUNDS – The Special Revenue Funds are used to account for revenue sources for which expenditures are restricted, by law or administrative action, to specific purposes.*

110 Building Records and Planning Documents - Revenues and expenditures related to the management of building records and planning documents are accounted for in this fund.

Source of Revenue:

1. Technology Fee – This fee is charged at 10% of valuation of each building project. Funds are utilized to cover the cost of software, services, labor, and equipment used for the storage, management, and retrieval of records and information.
2. General Plan Amendment Update Surcharge – The surcharge is assessed at 0.05% of valuation of each building project. Funds are collected to be utilized for updating the general plan.
3. Interest on Investments – Interest earnings are allocated monthly based on cash balance of this fund at the end of the month.

Restrictions on Revenue – Funds are required by administrative action to be spent only on management of building records and planning documents.

115 Business Investment – Funds set-aside for future funding to attract new businesses to the City.

Source of Revenue:

1. Interest on Investments – Interest earnings are allocated monthly based on cash balance of this fund at the end of the month.

Transfers from the general fund to support future operating needs are made when appropriate.

Restrictions on Revenue – Funds are required for administrative purposes to be used only for sales tax cost sharing with certain enterprises to attract and retain their business in the City.

120 Proposition 172 - All revenues and expenditures related to Proposition 172, which was approved by California voters in 1993 are accounted for in this fund.

Source of Revenue:

1. Sales Tax – Proposition 172 approved a ½ cent sales tax to partially replace the property taxes shifted from local government to Educational Revenue Augmentation

## Fund Descriptions

Fund (ERAF) for education. Revenues are collected by the California Department of Tax and Fee Administration (CDTFA) and apportioned to each county based on its proportionate share of statewide taxable sales. Each county then distributes revenues to local agencies in the county that provide public safety services in proportion to their % share of net property tax loss due to ERAF.

2. Interest on Investments – Interest earnings are allocated monthly based on cash balance of this fund at the end of the month.

Restrictions on Revenue – Funds received must be placed in a special revenue fund to be expended only on public safety purposes defined in Government Code Section 30052. Eligible services include sheriffs, police, fire, county district attorneys, corrections and ocean lifeguards. Government Code Section 30056 consists provisions requiring local agencies to maintain funding levels to public safety functions and ensure the funds are spent on public safety services.

125 Emergency Transport Program - Revenues and expenditures related to the emergency transport program (paramedic transport) are accounted for in this fund.

Source of Revenue:

1. Emergency Medical Transportation (EMT) Charges – Fees are collected for ambulance transport.
2. Ground Emergency Medical Transport (GEMT) – Assembly Bill (AB) 678 (Statute of 2011) authorized the State Department of Health Care Services (DHCS) to draw down federal funds from the GEMT supplemental reimbursement program. This provides eligible public entities a federal match up to their actual costs of providing uncompensated GEMT services to fee-for-service Medi-Cal beneficiaries. The reimbursable amount is based on eligible annual expenses associated with ambulance transportation services provided by the City.
3. Interest on Investments – Interest earnings are allocated monthly based on cash balance of this fund at the end of the month.

Restrictions on Revenue – Funds are required by AB 678 and administrative action to be used only for EMT related activities.

130 Public, Education and Government (PEG) – California’s Digital Infrastructure and Video Competition Act (DIVCA) of 2006 requires franchise holders to provide PEG access channels within each jurisdiction served. Revenues and expenditures for the support of PEG programming are accounted for in this fund.

Source of Revenue:

1. PEG from Cable Franchises – PEG fee is equal to one percent of a franchisee’s gross receipts derived from the provision of video services within the City.
2. Interest on Investments – Interest earnings are allocated monthly based on cash balance of this fund at the end of the month.

Restrictions on Revenue – The Federal Communications Act, Section 22 (g)(2)(C), limits the use of PEG fees to capital expenditures in support of PEG channel facilities.

## Fund Descriptions

140 Certified Access Specialist Program (CASP) Certification & Training – The Certified Access Specialist (CASP) program was created by Senate Bill 262 (Chapter 872, 2003) and is designed to meet the public's need for experienced, trained, and tested individuals who can inspect buildings and sites for compliance with applicable state and federal construction-related accessibility standards. Revenues and expenditures for the CASp are accounted for in this fund.

Source of Revenue:

1. CASp Funds for ADA Training – A fee is collected when business licenses and equivalent permits are issued or renewed.
2. Interest on Investments – Interest earnings are allocated monthly based on cash balance of this fund at the end of the month.

Restrictions on Revenue – Funds are restricted to be spent on costs of training and certifying inspectors and educating the public pursuant to Government Code Section 4467.

150 O.C.P.T. Building Maintenance - All revenues received from renting out a city-owned facility to a non-profit organization, Orange Children and Parents Together (O.C.P.T), and the expenditures related to maintaining the facility are accounted for in this fund.

Source of Revenue:

1. Rents and Concessions – Rent is payable by O.C.P.T. in 10 equal installments every year except in July and August when no rent is due.
2. Interest on Investments – Interest earnings are allocated monthly based on cash balance of this fund at the end of the month.

Restrictions on Revenue – Funds are segregated for administrative purposes to be expended only for maintaining the facility.

220 Sanitation and Sewer - All revenues and expenditures related to sanitation and sewer services provided by the City. These services include recycling, sewer cleaning, storm drain maintenance, street tree maintenance, code enforcement, and integrated waste management.

Source of Revenue:

1. Sanitation Services – Customers are charged a sewer maintenance fee for storm water management/environmental compliance and sewer maintenance as well as a street tree trimming fee.
2. State Grants – The City receives annual funding from the California Department of Resources Recycling and Recovery (CalRecycle) for the beverage container recycling and oil payment programs. Funds are dispersed to California cities on a per-capita basis.
3. Bus Shelter Advertising – Revenue received from a media advertising company for the use of advertising panels including electricity on the bus shelters located in the City.
4. Establishment Fee – A fee is charged to initiate sanitation services.

## Fund Descriptions

5. Waste Quality Management Plan (WQMP) Fee – A fee is collected for time spent on project review, plan check and/or field inspection related to WQMP activity requested by a customer.
6. Street Tree Removal/Planting – A fee is charged for street tree removal or tree planting.
7. Development Related Services – Revenue received related to project review, plan check and/or inspection of a developing/redeveloping property requested by a customer.
8. Expense Reimbursements – Reimbursements for damage to City property as well as maintenance work and electricity for the sewer pump station at Hart Park that services a home owners association.
9. Interest on Investments – Interest earnings are allocated monthly based on cash balance of this fund at the end of the month.

### Restrictions on Revenue:

1. State grant funding for beverage container recycling is allowed to be utilized only for activities related to litter reduction and beverage container recycling. Grant funds for the oil payment program can only be expended for collection and recovery of used motor oil as well as local public education associated with used motor oil collection. State grant funds are required to be expensed within two years after the award letters are granted.
2. Revenues collected in this fund can only be used for operating and maintaining the sewer system as well as storm water management and environmental compliance as required under the Federal Clean Water Act and the State of California's Integrated Waste Management Act. Proposition 218 in the California Constitution Article 13D states that revenues derived by the charge cannot be used for any other purpose other than that for which the charge was imposed.

245

Air Pollution Reduction - The receipt and disbursement of funds related to programs to improve air quality pursuant to Assembly Bill 2766 approved in 1990 are accounted for in this fund.

### Source of Revenue:

1. Revenue from Other Public Agencies – Vehicle registration fees are collected by the Department of Motor Vehicles (DMV) from vehicles in the South Coast District and distributed to South Coast Air Quality Management District (SCAQMD). Of the \$4 fee per registration, \$1.60 (40% of the fee) is passed through to the local governments. The amounts are disbursed based on the ratio of local government population to the total south coast population.
2. Interest on Investments – Interest earnings are allocated monthly based on cash balance of this fund at the end of the month.

Restrictions on Revenue – Fees collected can be used only to reduce air pollution from motor vehicles and for related planning, monitoring, enforcement, and technical studies necessary for the implementation of the California Clean Air Act according to the Health and Safety Code Section 44220.

## Fund Descriptions

263 Renewed Measure M (M2) Traffic Improvement - The receipt and disbursement of funds received pursuant to Renewed Measure M (M2), are accounted for in this fund. Measure M was originally approved by Orange County voters in November 1990. It was a 20-year program (1991-2011) for local transportation improvements funded by a ½ cent sales tax. Voters renewed the ½ cent sales tax in November 2006 for another 30 years (2011-2041). Projects and programs associated with M2 funding include improvements to the Orange County freeway system, streets & road networks throughout the County, additional expansion of the Metrolink system, and the cleanup of roadway storm water runoff.

Source of Revenue:

1. Measure M (M2) Tax – The City receives funding from Orange County Transportation Authority (OCTA). The allocations are distributed by OCTA under a formula that accounts for population, street mileage, and amount of sales tax collected in the City.
2. Other Grant – M2 includes funding to support the growing transportation needs of seniors and persons with disabilities through the Senior Mobility Program (SMP). OCTA distributes funding based on the proportion of 60+ residents in the City relative to total county senior population reported by the U.S. Census Bureau.
3. Rents and Concessions - Rental revenue for the property on 292 N. Main Street. This property was purchased with Measure M funds for future Main Street widening project.
4. Plans and Specification Charges – Charges for bids related to street improvement projects.
5. Interest on Investments – Interest earnings are allocated monthly based on cash balance of this fund at the end of the month.

Restrictions on Revenue – Pursuant to the Renewed Measure M Transportation Ordinance No. 3, M2 funds must be used only for transportation purposes and expended within 3 years of receipt. They should not be used to supplant developer funding for transportation projects. M2 interest proceeds must be spent on transportation activities consistent with M2 eligible activities per the M2 Ordinance.

270-272 Gas Tax - The receipt and disbursement of gas tax funds used for maintenance and construction of city streets and roads are accounted for in these funds.

Source of Revenue:

1. State Gas Tax – Gas tax revenue from the State apportioned based on population according to Street and Highway Code Section 2103, 2105, 2106, 2107, and 2107.5. The City also receives loan repayments from the state for previous borrowing from public transportation funds. This funding is allocated on a per capita basis over three fiscal years: 17-18, 18-19, and 19-20.
2. Rents and Concessions - Rental revenue for the three properties on La Veta Avenue that were purchased with gas tax funds.
3. Expense Reimbursements – Reimbursements for damage to City property.
4. Interest on Investments – Interest earnings are allocated monthly based on cash balance of these funds at the end of the month.

## Fund Descriptions

Restrictions on Revenue – Use of gas tax revenues is restricted by Article XIX of the California State Constitution and by Streets and Highways Code Section 2101. Funds must be expended for the research, planning, construction, improvement, maintenance, and operation of local public streets, highways, and exclusive public mass transit guideways.

274 Road Maintenance Rehabilitation Account (RMRA) – Road Repair and Accountability Act of 2017 (Senate Bill 1) authorizes the State to allocate gas tax funds under Street and Highway Code Section 2031 through the Road Maintenance and Rehabilitation Account (RMRA). The receipt and disbursement of funds from the RMRA and used for maintenance and construction of city streets and roads are accounted for in this fund.

Source of Revenue:

1. State Gas Tax – SB1 increases per gallon fuel excise tax, diesel fuel sales tax, and vehicle registration fee. The State apportions gas tax revenue to the City based on population.
2. Interest on Investments – Interest earnings are allocated monthly based on cash balance of this fund at the end of the month.

Restrictions on Revenue – Use of gas tax revenues is restricted by Streets and Highways Code Section 2030 for road maintenance, rehabilitation, and critical safety needs on both the state highway and local streets and road system. The City is required to sustain a maintenance of effort (MOE) for the receipt of RMRA funds by spending at least the average of FY 09-10 through FY 11-12 general fund expenditures for street, road, and highway purposes.

284-286 Transportation System Improvement Program (T.S.I.P.) - Development impact fees collected for improving the transportation system are accounted for in these funds. A separate fund has been established for each specific geographic area for which the fees are collected and used for the transportation system.

Source of Revenue:

1. TSIP Fees – Fees are collected at building permit issuance according to the fee rates for projects, facilities or uses identified for specific TSIP areas.
2. Interest on Investments – Interest earnings are allocated monthly based on cash balance of these funds at the end of the month.

Restrictions on Revenue – Development impact fees are governed by the Mitigation Fee Act (Government Code Section 66000 et. seq.) for development related capital facilities. Fee revenues can be expended only for transportation improvements in the specific areas from which the fees are collected. Pursuant to Government Code Sections 66001 (d) and (e), all unexpended or uncommitted fees which have been on deposit over five years are subject to refunds to the current owners of the development projects for which the fees were paid.

291, 293 & 294 Landscape District - Assessments levied for the purpose of maintaining the landscaping of medians and other public common areas are accounted for in these funds. A separate fund has been established for each assessment district and community facilities district for which these assessments are levied.

## Fund Descriptions

Source of Revenue:

1. Assessments – The City calculates annual assessments levied on the property owners to pay for the costs necessary for the level of maintenance of improvements in these districts. These assessments are submitted to the Orange County Auditor/Controller and are collected by the County through annual installments on the property tax bills.
2. Reimbursements for Landscape Maintenance – Revenue received from Rancho Santiago Community College to reimburse the landscape maintenance district for the cost of maintaining the parkways adjacent to the school.
3. Interest on Investments – Interest earnings are allocated monthly based on cash balance of these funds at the end of the month.

Restrictions on Revenue – Bonds were issued to finance public improvements in the landscape districts. Assessments can be used only to pay the bondholders. Reimbursements from Rancho Santiago Community College are utilized for landscape maintenance costs paid by the district.

310 & 315 Community Development Block Grant (C.D.B.G.) - Grant funds are awarded by the U.S. Department of Housing and Urban Development (H.U.D.) to assist cities and counties in developing programs and projects which benefit low and moderate income residents. The receipt and disbursement of funds for the C.D.B.G. programs are accounted for in these funds.

Source of Revenue:

1. Federal HUD Grants – The City receives CDBG funds from HUD, which determines the amount of each grant by using a formula based on community need, including the extent of poverty, population, housing overcrowding, age of housing, and population growth lag in relationship to other metropolitan areas.
2. Principal Repayments/Principal & Revenue Abatements – Deferred loan repayments received from residents in the City to pay off their loans on housing funded by the C.D.B.G. program.
3. Interest on Deferred Loans – Interests received from the deferred loans noted above.
4. Interest on Investments – Interest earnings are allocated monthly based on cash balance of these funds at the end of the month.

Restrictions on Revenue – Funds can only be disbursed to provide programs and projects for low and moderate income Orange residents. Timely expenditure requirement of grant funds is governed by the Code of Federal Regulations (CFR) Title 24, Section 570.902. The amount of undisbursed grant funds on hand cannot be more than 1.5 times the annual allocation for the current program year at 60 days prior to the end of the program year. HUD can withhold future grants until the unexpended funds are reduced to the required level.

316 Federal Rental Rehabilitation – This fund was established to account for the receipt and disbursement of grant funds from the Department of Housing and Urban Development (H.U.D.) to assist cities and counties in the rehabilitation of low-income housing. Funding was received in previous years before HUD discontinued the program in 1990.

## Fund Descriptions

### Source of Revenue:

1. Interest on Investments – Interest earnings are allocated monthly based on the remaining cash balance of this fund at the end of the month.

Restrictions on Revenue – The use of funds after the program closeout is restricted as a cash matching contribution for rental projects funded under HOME Investment Partnerships Program or for activities that are eligible under other affordable housing activities per 24 CFR 511.76.

- 317 HOME Grant - Grant funds are awarded by the U.S. Department of Housing and Urban Development (H.U.D.) under the HOME Investment Partnerships Act. The HOME program is intended to create decent, safe, sanitary, and affordable housing for low income families with primary attention to rental housing. The receipt and disbursement of HOME funds are accounted for in this fund.

### Source of Revenue:

1. Federal HUD Grants – The City receives HOME funds allocated from HUD, which determines the amount of funding based on factors related to each jurisdiction's housing supply, incidence of poverty, and fiscal distress. Not less than 15 percent of the annual allocation must be reserved for investment in housing to be developed, sponsored, or owned by Community Housing Development Organizations (CHDO's).
2. Principal Repayments/Principal & Revenue Abatements – Deferred loan repayments received from non-profit organizations that participate in the HOME program for property acquisition and rehabilitation.
3. Interest on Deferred Loans – Interests received from the deferred loans noted above.
4. Interest on Investments – Interest earnings are allocated monthly based on cash balance of this fund at the end of the month.

Restrictions on Revenue – Funds can only be used to provide housing for low income families primarily through rental housing. Timely expenditure requirement of grant funds is governed by the Code of Federal Regulations (CFR) Title 24, Section 92.500. HOME participating jurisdictions have to commit/obligate the funds within four years of the grant agreement and expend the funds within five years of the obligation. HUD will recapture funds that are not expended by the end of the fifth year after the period of availability for obligation.

- 320 & 340 State Grant – These funds are set up to account for the receipt and disbursement of grants received from the state, which include funding received for parklands and traffic congestion relief projects in prior years.

### Source of Revenue:

1. Interest on Investments – Interest earnings are allocated monthly based on the remaining cash balance of this fund at the end of the month.

Restrictions on Revenue – Funds can be utilized only on parklands and traffic congestion relief projects according to the grant agreements.

## Fund Descriptions

350, 353 & 354 Traffic Safety/Police Grant - Grants received from the federal and state governments and disbursement of the funding for law enforcement purposes are accounted for in these funds.

Source of Revenue:

1. State Grants – The City receives the Citizens Option for Public Safety/Supplemental Law Enforcement Services Account (COPS/SLESA) funding allocated from the county based on population.
2. Police Tow Release Charge – Fees are collected for 30-day impound release of vehicle in violation of California Vehicle Code Section 14602.6.
3. Interest on Investments – Interest earnings are allocated monthly based on cash balance of this fund at the end of the month.

Restrictions on Revenue – Pursuant to Government Code Section 30062, funds from the COPS program must be expended exclusively to support front line law enforcement services. The 30-day impound fees can be used to cover costs related to the impound activity per the vehicle code.

355-359 Asset Seizure – The receipt and disbursement of funds for asset forfeiture are accounted for in these funds.

Source of Revenue:

1. Revenue from Asset Seizure – City's share from Federal and State asset forfeiture cases.
2. Interest on Investments – Interest earnings are allocated monthly based on cash balance of this fund at the end of the month.

Restrictions on Revenue – Funds received pursuant to narcotic and seizure law (28 U.S. Code Section 524 and Health and Safety Code section 11489) are restricted to support law enforcement activities including combat drug abuse and divert gang activity.

916 Affordable Housing – New Construction Fund – Transactions related to the creation of new affordable housing units are accounted for in this fund. Payments from developers for affordable housing in-lieu fees were received in previous years.

Source of Revenue:

1. Interest on Deferred Loans – Interests received from developers for affordable housing in-lieu fees.
2. Interest on Investments – Interest earnings are allocated monthly based on cash balance of this fund at the end of the month.

Restrictions on Revenue – Funds are required by administrative action to be spent only on housing activity.

921 Low and Moderate Income Housing Asset – Transactions for low and moderate income housing assets are accounted in this fund.

Source of Revenue:

1. Principal Repayments/Loan Abatements – Deferred loan repayments received from developers on housing set-aside loans.

## Fund Descriptions

2. Interest on Deferred Loans – Interests received from the deferred loans noted above.
3. Interest on Investments – Interest earnings are allocated monthly based on cash balance of this fund at the end of the month.

Restrictions on Revenue – Funds are required by Health and Safety Code Session 34176 (d) to be spent only on affordable housing.

*CAPITAL PROJECTS FUNDS - The Capital Projects Funds are used to account for the acquisition or construction of major capital improvements other than those financed by Internal Service, Proprietary or Redevelopment (Successor) Funds.*

500 Capital Projects - Capital projects funded with General Fund revenues and a loan to Special Revenue Fund for a capital project are accounted for in this fund.

Source of Revenue:

1. Interfund Loans – Interest received from a loan to Fund 120 Proposition 172 for the purchase of 800 MHz radio system.

Restrictions on Revenue – Funds are required by administrative action to be spent only on major capital projects other than those financed by Internal Service, Proprietary or Redevelopment (Successor) Funds.

510-511 Park Acquisition & Development - Park development fees collected to fund the acquisition, construction, and renovation of park facilities are accounted for in these funds.

Source of Revenue:

1. Park Acquisition Fees – The City is divided into two districts, using Newport Avenue as the east/west dividing line. Fees are collected at the issuance of building permits to finance the cost of park facilities and improvements for new residential development.

Park acquisition (infill) fees in fund 510 apply to newly created housing units that are not a part of a new subdivision. Park acquisition (Quimby) fees in fund 511 are collected for residential subdivision developments only.

2. Interest on Investments – Interest earnings are allocated monthly based on cash balance of these funds at the end of the month.

Restrictions on Revenue – Park fees in fund 510 are governed by the Mitigation Fee Act (Government Code Section 66000 et. seq.) to fund the need for additional park development based on the impact of the development. Park acquisition fees in fund 511 are restricted by the Quimby Act (Government Code Sections 66477 et. seq.) to provide park facilities and improvements to serve new subdivisions. The unexpended or uncommitted fees over five years after they were deposited in fund 510 need to be refunded to the current owners of the development projects for which the fees were paid according to Government Code Sections 66001 (d) and (e).

512 El Modena Park Facility – Rental fees collected from the El Modena cell towers are used to fund the development and improvement of City park and recreational facilities.

## Fund Descriptions

Source of Revenue:

1. Cell Phone Tower Rent Revenue – Lease revenue for the cell towers located in the park.
2. Interest on Investments – Interest earnings are allocated monthly based on cash balance of this fund at the end of the month.

Restrictions on Revenue – Funds are required by administrative action to be disbursed only on the development and improvement of park and recreational facilities in the City.

520 Sewer Construction - Sewer development fees collected to fund the construction of sewer mains needed as a result of new development are accounted for in this fund.

Source of Revenue:

1. Sewer Capital – Sewer infrastructure fees are collected to fund sewer replacement and rehabilitation through City identified capital projects that are necessary to replace and upgrade the sewer system.
2. Frontage Charges – Charges for sewer connection at the frontage of new developments.
3. Interest on Investments – Interest earnings are allocated monthly based on cash balance of this fund at the end of the month.

Restrictions on Revenue - Proposition 218 in the California Constitution Article 13D states that revenues derived by the charge cannot be used for any other purpose other than that for which the charge was imposed for sewer capital. Other funds are restricted by administrative action to be utilized only for sewer construction.

530 Storm Drain – This fund is established to account for the receipts and disbursements for funding the construction of storm drains necessitated as a result of new commercial and residential construction. Funding was received in prior years.

Source of Revenue:

1. Interest on Investments – Interest earnings are allocated monthly based on the remaining cash balance of this fund at the end of the month.

Restrictions on Revenue – Funds are required for administrative purposes to be disbursed only on the construction of storm drains.

540 Old Towne Parking Facility - Revenues from use of city-owned parking lots in the Old Towne area and the expense of maintaining those lots are accounted for in this fund.

Source of Revenue:

1. Parking Permits – Permits are issued for parking in Old Towne.
2. Interest on Investments – Interest earnings are allocated monthly based on cash balance of this fund at the end of the month.

Restrictions on Revenue – Funds are required by administrative action to be utilized only for maintaining the city-owned parking lots in Old Towne.

## Fund Descriptions

550 Reimbursable Capital Projects - Projects for which the City is the lead agency and for which funding is provided by a grant or through another agency are accounted for in this fund.

Source of Revenue:

1. Grants – Grant funding received from Federal, County, State or other public agencies.
2. Interest on Investments – Interest earnings are allocated monthly based on cash balance of this fund at the end of the month.

Restrictions on Revenue – Funds are restricted to be expended only on the reimbursable capital projects and are required to stay in compliance with the requirements per the grant/contract agreements.

555 Parking In Lieu – Payments in lieu of providing all or part of the off-street parking required or eliminating existing required parking spaces for each new development project, new structure, or addition of new square footage to existing buildings in the Downtown Plaza District are accounted for in this fund.

Source of Revenue:

1. Parking In-Lieu Fees – One-time payment in-lieu of providing the additional parking spaces required (parking in-lieu replenishment fee) or for the elimination of existing required parking due to new square footage from new development project (parking in-lieu replacement fee).
2. Interest on Investments – Interest earnings are allocated monthly based on cash balance of this fund at the end of the month.

Restrictions on Revenue – Funds are restricted in accordance with the Mitigation Fee Act (commencing with Section 66000 of the Government Code) to be used only for the improvement of existing off-street parking facilities or the acquisition and development of off-street parking facilities in the Downtown. The unexpended or uncommitted fees over five years after deposits need to be refunded to the current owners of the development projects for which the fees were paid according to Government Code Sections 66001 (d) and (e).

560 Fire Facility Fees – Development impact fees collected for the purpose of constructing or improving fire facilities are accounted for in this fund.

Source of Revenue:

1. Fire Facilities and Equipment Fees – Fees are paid at the issuance of building permits to fund the fire facility needs created by new development based on types of land use.
2. Interest on Investments – Interest earnings are allocated monthly based on cash balance of this fund at the end of the month.

Restrictions on Revenue – The funds can be used only for the purpose of acquiring, developing, maintaining and improving the fire protection services, compliant with the Government Code Sections 66000 through 66009 of the Mitigation Fee Act. Fees collected are restricted to be spent or committed within 5 years, or be subject to reimbursement pursuant to Government Code Sections 66001 (d) and (e).

## Fund Descriptions

570 Police Facility Fees - Development impact fees collected for the purpose of constructing or improving police facilities are accounted for in this fund.

Source of Revenue:

1. Police Facility Fees – Fees are collected at building permit issuance for the construction and improvement of police facilities attributable to new residential and non-residential development projects.
2. Interest on Investments – Interest earnings are allocated monthly based on cash balance of this fund at the end of the month.

Restrictions on Revenue – The funds are restricted by Section 66000 et seq. of the Government Code (the Mitigation Act) to be disbursed only on new Police facilities or expansion of current facilities to serve new development. Fees collected are required to be spent or committed within 5 years, or be subject to reimbursement pursuant to Government Code Sections 66001 (d) and (e).

573 Library Facility Fees – Development impact fees collected for the purpose of constructing or improving library facilities are accounted for in this fund.

Source of Revenue:

1. Library Impact Fees – Fees are collected at the issuance of building permits for the need of new library facilities and other capital acquisition costs required by new residential development projects only. Fees are calculated based on density classification (dwelling units/gross acre).
2. Interest on Investments – Interest earnings are allocated monthly based on cash balance of this fund at the end of the month.

Restrictions on Revenue – Impact fee revenue must be spent on new library facilities or expansion of current facilities for new residential development in accordance with the Mitigation Fee Act (commencing with Section 66000 of the Government Code). All unexpended or uncommitted fees which have been on deposit over five years are subject to refunds to the current owners of the development projects for which the fees were paid.

951-954 City Transfer of Bond Funds from Former Redevelopment Agency – The proceeds from the issuance of tax-exempt bonds or notes pledged by tax increment revenues of the combined project area are accounted for in these funds.

Source of revenue:

1. Interest on Investments – Interest earnings are allocated monthly based on the remaining cash balance of these funds at the end of the month.

Restrictions on Revenue – Funds can be utilized only for capital expenditures restricted to “public purpose” activities as defined by California Redevelopment Law.

## Fund Descriptions

*ENTERPRISE FUND – The Enterprise Fund is used to account for City operations that are financed and operated like private business enterprises. The use of this type of fund permits user charges to finance or recover the costs, including depreciation, of providing the services to the public on a continuing basis.*

600 Water Utility Operations – Revenues and expenses related to the operation and improvements of the water utility operation are accounted for in this fund.

Source of Revenue:

1. Water Services – Water consumption charge and service capacity charge are collected from customers.
2. Elevation Pumping Charge – This fee is charged to the residents living in higher elevations to recover a portion of the cost of pumping water to elevated zones.
3. Water Fire Service Charge – Customers with a private fire service connection are charged for water system fire flow capacity and maintenance.
4. Water Sales – Agricultural, Construction, and Materials  
– Revenue received for water consumption from nurseries (agricultural), construction water usage, and materials used for new service installations.
5. Water Frontage Charges – Fees are collected for water main connections.
6. Water Connection Fees – This fee is charged for water connection in new development.
7. Development Related Services – Revenue received related to project review, plan check and/or inspection of a developing/redeveloping property on water services requested by a customer.
8. Establishment Fee – This fee is assessed for initiating water services.
9. Plan Check Fees – Plan check and inspection fees for small scale projects.
10. Rental of Construction Meters – Rental revenue for construction meters.
11. Other Water Fees – Fees are charged to recover labor and material costs for new service installations.
12. Water Delinquent Penalty – Penalty charge on unpaid balance for services rendered.
13. Water Penalties – Penalty fee for water reconnection.
14. Cell Phone Tower Rent – Lease revenue for a portion of water facility property to allow a telecommunication company to gain access to a wireless facility.
15. Interest on Investments – Interest earnings are allocated monthly based on cash balance of this fund at the end of the month.

## Fund Descriptions

16. Other Revenue – Includes expense reimbursements, damage to City property, and bids from contractors.

Restrictions on Revenue – Revenues generated in the Water fund are to be used to fund the maintenance and operation of the City’s water system as governed by Proposition 218.

*INTERNAL SERVICE FUNDS - The Internal Service Funds are used to account for the financing of goods and services provided by one department or agency to other departments or agencies on a cost reimbursement basis.*

- 710            Equipment Expense - The maintenance of vehicles is accounted for in this fund.
- Source of Revenue:
1. Charges for Fuel and Vehicle Maintenance - A monthly fee is charged to each department to fund the cost of fuel and maintenance of the vehicles used by the department.
  2. Expense Reimbursements– Reimbursements from East Orange County Water District (OCWD) for maintenance work performed at our facility on the heavy equipment vehicles owned by OCWD.
- 720            Equipment Replacement - The purchase of replacement City vehicles is accounted for in this fund.
- Source of Revenue:
1. Revenue from Other Public Agencies – Funding received from other agencies for the purchase of vehicles.
  2. Charges for Vehicle Depreciation - A monthly depreciation charge is assessed to each department to fund the replacement of the vehicles used by the department.
- 725            Major Building Improvements - Major building improvements are accounted for in this fund.
- 730, 740 & 752        Self-Insurance Funds - Workers’ compensation, liability, and dental are accounted for in these funds.
- Source of Revenue:
1. Charges to Budgeted Funds - A charge is assessed to each department to cover their proportionate share of the self-insurance costs for workers’ compensation and liability. Revenue is received from employees for their share of dental insurance premium.
  2. Expense Reimbursements – Reimbursements for workers’ compensation, e.g. reimbursement from the responsible party that injured City employee, reimbursement from our insurance pool on employee claim’s cost that exceeds our self-insurance level.
- 760            Employee Accrued Liability - The payout to employees, upon termination or retirement, of accrued leave is accounted for in this fund.

## Fund Descriptions

Source of revenue:

1. Charges to Budgeted Funds - A charge is assessed to each department to cover the anticipated costs.

780 Information Systems Operations - Management of the information systems is accounted for in this fund.

Source of revenue:

1. Charges to Budgeted Funds - A charge is assessed to each department to cover their proportionate share of the operational costs.

790 Computer Replacement - Purchases of computer equipment are accounted for in this fund.

Source of revenue:

1. Charges to Budgeted Funds - An allocation is made to all non-general fund programs.

Transfers from the general fund to the internal service funds are made to fund the operations when appropriate.

Restrictions on Revenue - Revenues in the internal service funds are restricted by administrative action to cover only expenditures for these funds.

*SUCCESSOR (FORMERLY REDEVELOPMENT) AGENCY FUNDS - The Successor Agency funds are used to account for the activities of the Successor Agency, including operations, capital project and debt service.*

920 Redevelopment Obligation Retirement Fund – Required by state statute (Health and Safety Code Section 34170.5 (a) to receive property tax revenues to meet enforceable obligations of the Successor Agency to the Orange Redevelopment Agency.

Source of revenue:

1. Redevelopment Obligation Retirement Fund - Property tax increment for the Successor Agency is distributed by the County of Orange.

Restrictions on Revenue – Revenues can only be used for payments required pursuant to an enforceable obligations payment schedule approved by the Oversight Board and the State Department of Finance (Health and Safety Code Section 34177).

940 Merged Capital Projects – The receipt and disbursement of funds for enforceable operating expenditure obligations of the Successor Agency are accounted in this fund.

Source of revenue:

1. Principal Repayments/Principal & Revenue Abatements – Repayments on principal of commercial loans are received.
2. Commercial Loan Interest Earned – Interests received from the commercial loans noted above.
3. Interest on Interfund Loans – Interests received from the loan to the City for Grijalva Park.

## Fund Descriptions

4. Interest on Investments – Interest earnings are allocated monthly based on cash balance of this fund at the end of the month.

Transfers from the 920 fund are made to support the operations.

Restrictions on Revenue – Revenues can only be used for payments required pursuant to an enforceable obligations payment schedule approved by the Oversight Board and the State Department of Finance (Health and Safety Code Section 34177).

987 Merged Debt Service – The receipt and disbursement of funds for enforceable long term debt obligations of the Successor Agency are accounted in this fund.

Source of revenue:

1. Interest on Deposits with Fiscal Agents – Interests received for deposits in the bond accounts managed by the fiscal agent.
2. Interest on Investments – Interest earnings are allocated monthly based on cash balance of this fund at the end of the month.

Transfers from the 920 fund are made for enforceable long term debt obligations.

Restrictions on Revenue – Revenues can only be used for payments required pursuant to an enforceable obligations payment schedule approved by the Oversight Board and the State Department of Finance (Health and Safety Code Section 34177).

## Glossary of Terms

Accrual	An accounting method in which revenues are recognized when earned and expenditures are recorded when goods or services are received, whether or not the corresponding cash is received or disbursed during this same period.
Americans with Disabilities Act of 1990 (ADA)	A federal law providing protection to individuals with disabilities ranging from prohibitions against discrimination in employment to specific requirements for modifications of public facilities and transportation systems.
Appropriation	An authorization made by the City Council, which permits officials to incur obligations against and to make expenditures of governmental resources. Appropriations are usually made for fixed amounts and are typically granted for a one-year period.
Arterial Highway Rehabilitation Program (AHRP)	Funded by Measure M, the Arterial Highway Rehabilitation Program helps to improve the condition of pavement in Orange county by funding pavement rehabilitation projects of MPAH (Master Plan Arterial Highways) roadways throughout Orange County.
Assessed Valuation	The estimated value placed upon real and personal property by the County Assessor as the basis for levying property taxes.
Assessment District (A.D.) or Community Facilities District (C.F.D.)	An entity comprised of property owners within a specific geographic boundary, formed to cooperatively provide services or benefits to the district by assessments to the property owners. Assessments are commonly calculated on the property's lot size or the home's square footage in an effort to tie the amount of the assessment to the proportion of the benefit or service received.
Balanced Budget	A budget in which the total of estimated revenues and available fund balance does not exceed proposed expenditures.
Budget	A comprehensive financial plan of operation embodying an estimate of proposed expenditures for a given period and the proposed means of financing them.
Cal-Card	Purchasing program for State and local governments used to purchase small dollar goods and services with pre-programmed credit cards.
California Identification Database (Cal-ID)	An automated fingerprint processing system used to store, search, and retrieve fingerprint records.
Capital Expenditures	The amount of cash paid or to be paid for purchases of goods and services related to capital improvements.

## Glossary of Terms

Capital Improvement	A permanent major addition to the City's real property assets including the design, construction, purchase, or major renovation of land, buildings or facilities. Examples are the installation or repair of new or existing streets, traffic signals, sewer lines, roads, and parks.
Capital Improvement Plan (CIP)	A plan to provide for the maintenance or replacement of existing public facilities and assets and for the construction or acquisition of new ones. The Capital Improvement Plan identifies capital needs on a 7-year basis.
Capital Outlay	Items of a permanent or semi-permanent nature that cost in excess of \$5,000 but do not qualify as a capital improvement.
CompStat	Short for COMPUTER STATistics or COMPArative STATistics. CompStat is a management accountability process with a multilayered dynamic approach to crime reduction, quality of life improvement and personnel and resource management. CompStat employs Geographic Information Systems and is intended to map crime, detect patterns and identify hot spots and problem areas.
Capital Project Funds	The Capital Project Funds are used to account for the acquisition or construction of major capital improvements other than those financed by Internal Service, Proprietary or Redevelopment Funds.
Carryover Appropriations	Appropriations approved in a prior fiscal year which were not fully expended within that year and were approved to be carried over to the following fiscal year.
Certificates of Participation (COP)	Obligations of a public entity based on a lease or installment sale agreement. Payments to certificate holders may originate from the general fund (in the case of a lease) or a special fund (in the case of an installment sale).
Combined Transportation Funding Program (CTFP)	The CTFP is funded by the County's Measure M funds. It is administered by Orange County Transportation Authority (OCTA) and provides funding on a bi-annual basis for a variety of County street and road projects including Signal Improvement Program (SIP), Regional Interchange Program (RIP), Intersection Improvement Program (IIP), Master Plan of Arterial Highways (MPAH), Growth Management Area (GMA), Arterial Highway Rehabilitation Program (AHRP), Traffic Demand Management (TDM), and Regional Surface Transportation Program (RSTP).

## Glossary of Terms

Community Development Block Grant Funds (CDBG)	A fund to account for grants from Housing and Urban Development (HUD) and expenditures for the block grant program as approved by the City Council.
Comprehensive Annual Financial Report (CAFR)	The annual report of the City's financial condition at the conclusion of the fiscal year, prepared in accordance with GAAP (Generally Accepted Accounting Principles) for governmental units.
Debt Service	Payment of interest and repayment of principal to holders of the City's or Redevelopment Agency's debt instruments.
Debt Service Fund	The Debt Service Fund is used to account for the accumulation of resources for, and the payment of, general 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.
Department Goals	Significant continuing results, which the department is committed to accomplish in support of the department's mission.
Depreciation	An expense that is recorded in the accounting records of the City in order to recognize the declining value of a capital asset.
Elected Officials	Officials who are voted into office by the electorate of the City of Orange. In Orange the elected officials are the Mayor, 4 City Council Members, the City Clerk and the City Treasurer.
Encumbrances	A commitment of funds, through a purchase order, for goods or services for which the expenditure has not yet occurred.
Enterprise Funds	The Enterprise Funds are used to account for City operations that are financed and operated like private business enterprises. The use of this type of fund permits user charges to finance or recover the costs, including depreciation, of providing the services to the public on a continuing basis.
Expenditure	The amount of cash paid or to be paid for services rendered, goods received or an asset purchased.
Fiscal Year	The beginning and ending period for recording financial transactions. The City has specified July 1 to June 30 as its fiscal year.

## Glossary of Terms

Franchise Fee	A franchise fee is charged for the privilege of using public rights-of-way and property within the City for public or private purposes. The City currently assesses franchise fees on cable television and electricity and natural gas providers.
Full-Time Equivalent (FTE)	The decimal equivalent of a position converted to a full-time basis. For example, one person working half time would count as 0.5 FTE; one person working full-time would count as 1.0 FTE.
Fund	An independent fiscal and accounting entity with a self-balancing set of accounts recording cash and/or other resources together with all related liabilities, obligations, reserves, and equities which are segregated for the purpose of carrying on specific activities or attaining certain objectives. (See Fund Descriptions for detailed description of each fund)
Fund Balance	Also known as financial position, fund balance is the excess of current assets over current liabilities and represents the cumulative effect of revenues and other financing sources over expenditures and other financing uses.
Fund Type	A category of funds that are alike in nature and purpose. The fund types in the City of Orange's budget are General Fund, Special Revenue Funds, Debt Service, Capital Project Funds, Enterprise Funds, Internal Service Funds and Redevelopment (Successor Agency) Funds.
General Fund	The primary operating fund of the City. All revenues that are not allocated by law or contractual agreement to a specific fund are accounted for in the General Fund. General Fund resources can be utilized for any legitimate governmental purpose.
General Government	A category of expenditures, which includes expenditures for administrative, finance, personnel and legal services.
General Obligation Bond	A borrowing of funds where the City pledges its full faith and credit to the repayment of the bonds it issues.
Generally Accepted Accounting Principles (GAAP)	Uniform minimum standards for financial accounting and recording, encompassing the conventions, rules, and procedures that define accepted accounting principles.

## Glossary of Terms

Governmental Accounting Standards Board (GASB)	Organized in 1984 by the Financial Accounting Foundation, the GASB establishes standards of financial accounting and reporting for state and local governmental entities that guide the preparation of external financial reports.
Governmental Funds	Governmental funds account for most governmental activities and include the General Fund, Special Revenue Funds, Capital Project Funds and Debt Service Funds.
Infrastructure	The physical assets of the City; i.e., streets, sidewalks, water and sewer systems, street lights, traffic signals, public buildings, parks, and the support structures within a development.
Internal Service Funds	The Internal Service Funds are used to account for the financing of goods and services provided by one department or agency to other departments or agencies on a cost reimbursement basis.
Local Law Enforcement Block Grant (LLEBG)	The Local Law Enforcement Block Grant Program, administered by the Bureau of Justice Assistance of the U.S. Department of Justice, assists local government by providing funds for projects designed to reduce crime and improve public safety.
Maintenance & Operations	An expenditure category used to account for all department costs other than salaries and benefits and capital.
Master Plan of Arterial Highways (MPAH)	Serves as the long range plan to ensure consistent standards and coordinated planning of arterial streets in Orange County. Orange County Transportation Authority is responsible for administering the MPAH, including the review and approval of amendments requested by local agencies.
Mission Statement	A statement that concisely summarizes the overarching purpose and function of the department.
Modified Accrual	The accounting basis used by the City by which revenues and expenditures are recognized as they are earned or incurred, regardless of the timing of cash receipts and disbursements.
NEOGOV	Web based personnel recruitment, tracking, and selection software, designed specifically for government entities to automate the hiring process from requisition to hire.
Non-Departmental	Program costs that do not relate to any one particular department, but represent costs that are general and citywide in nature.

## Glossary of Terms

Operating Expenditures	Expenditures, which support ongoing program costs, including employee, services, maintenance, supplies and equipment and exclude capital, debt service and pass through agreement payments.
Per Capita	A measurement that defines a given number (i.e. expenditure, revenue, etc.) per person in the City of Orange.
Program	An activity or group of activities, which is an organizational subunit of a department, and is directed toward providing a particular service. Each City department may be responsible for a number of programs.
Proprietary Funds	Funds used to account for a government’s activities that are similar in nature to those found in the private sector. Proprietary funds include both Enterprise and Internal Service Funds.
Regular Full-Time	An employee who is hired on a permanent basis who works the minimum number of hours to be considered full-time and who receives full benefits.
Regular Part-Time	A person who is hired on a permanent basis who works less than the minimum number of hours to be considered full-time and who receives partial benefits.
Redevelopment Agency	The governing body created to designate redevelopment project areas, supervise and coordinate planning for a project area, and implement the development program. In Orange, the City Council serves as the governing body of the Redevelopment Agency. Disillusioned in 2011 by State mandated (See Successor Agency).
Redevelopment Agency Funds	The Redevelopment Agency funds are used to account for the activities of the Redevelopment Agency, including operations, capital project and debt service. The Agency was disillusioned in 2011 by State mandate.
Reserve	An account used to indicate that a portion of fund equity is legally restricted for a specific purpose, or set aside for emergencies or unforeseen expenditures that are not otherwise budgeted.
Revenue Debt Issue	A borrowing whereby specific revenues are pledged for the repayment of the debt.
Salaries and Benefits	An expenditure category used to account for employee salaries and associated fringe benefits.
Service Objective	Specific, measurable planned service levels for a program over the course of the fiscal year.

## Glossary of Terms

Special Revenue Funds	The Special Revenue Funds are used to account for revenue sources for which expenditures are restricted, by law or administrative action, to specific purposes.
Successor Agency	In 2011, AB X1 26 dissolved redevelopment agencies statewide and designated Successor Agencies to “wind-down” activities of the former redevelopment agencies.
Tax Increment	The increase in property taxes within a redevelopment project area that result from increases in the assessed value over that of the base year.
Taxable Bonds/Notes	Bonds or Notes issued for which interest earned by investors in the bonds/notes is subject to income tax.
Tax-Exempt Bonds/Notes	Bonds or Notes issued which qualify under I.R.S. regulations for exemption from income tax on interest earned by investors in the bonds/notes.
Temporary/Seasonal	An employee who is hired on a temporary or seasonal basis to work less than 1,000 hours in a fiscal year and who receives very limited benefits.
Transfers	The movement of funds from one fund or account to another.
Transient Occupancy Tax (TOT)	A tax that is levied on occupants of hotels and motels in the City to defray a portion of the costs incurred to provide City services. This tax is sometimes referred to as a “bed” tax or “hotel” tax.
Work Plan	Defined tasks to be accomplished during the fiscal year.



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## List of Acronyms

AB	Assembly Bill
ABC	Alcohol Beverage Control
ACS	Affiliated Computer Services
AD	Assessment District
ADA	Americans with Disabilities Act of 1990
AHRP	Arterial Highway Rehabilitation Program
ALS	Advanced Life Support
ALSC	Association for Library Service to Children
AMP	Allen-McColloch Pipeline
ARMS	Automated Records Management System
ARRA	American Recovery & Reinvestment Act of 2009
AQMD	Air Quality Management District
BEST	Best Enhancement Support Team
BLS	Basic Life Support
CACEO	California Association of Code Enforcement Officers
CAD	Computer Aided Dispatch
CAFR	Comprehensive Annual Financial Report
Cal-ID	California Identification Database
CalPERS	California Public Employees Retirement System
CDBG	Community Development Block Grant
CDIAC	California Debt & Investment Advisory Commission
CERT	Community Emergency Response Team
CFD	Community Facilities District
CFJAC	California Firefighter Joint Apprenticeship Commission
CHDO	Community Housing Development Organization
CIP	Capital Improvement Program or Capital Improvement Plan

## List of Acronyms

CIPA	California Insurance Pool Authority
CIWMB	California Integrated Waste Management Board
CJIS	Criminal Justice Information System
CLEEP	California Law Enforcement Equipment Program
CLETS	California Law Enforcement Teletype System
CNT	Crisis Negotiation Team
COP	Certificate of Participation
COPS	Citizens' Options for Public Safety
CORT	Company Officer Response to Terrorism Training
CPI	Consumer Price Index
CQI	Continuous Quality Improvement
CRS	Community Rating System
CSMFO	California Society of Municipal Finance Officers
CSR	Customer Service Request
CTFP	Combined Transportation Funding Program
DAMP	Drainage Area Management Plan
DDA	Disposition & Development Agreement
DMV	Department of Motor Vehicles
DPW	Department of Public Works
DRC	Design Review Committee
ED	Economic Development
EIR	Environmental Impact Report
EKG	ElektroKardioGramm (German acronym for electrocardiogram or ECG)
EMPG	Emergency Management Performance Grant
EMS	Emergency Medical Services

## List of Acronyms

EMT	Emergency Medical Transportation
EOC	Emergency Operations Center
ERAF	Education Relief Augmentation Fund or Educational Revenue Augmentation Fund
EVOC	Emergency Vehicle Operators Course
FA	Fiscal Agent
FHWA	Federal Highway Administration
FLSA	Fair Labor Standards Act
FMIS	Financial Management Information System
FOG	Fats, Oils, & Grease
FSTIP	Federal & State Transportation Improvement Program
FTE	Full Time Equivalent
FTIP	Federal Transportation Improvement Program
FY	Fiscal Year
G & A	General & Administrative
GAAP	Generally Accepted Accounting Principles
GASB	Governmental Accounting Standards Board
GEMT	Ground Emergency Medical Transport
GFOA	Government Finance Officers Association
GIS	Geographic Information System
GMA	Growth Management Area
GO	General Obligation
GRIP	Gang Prevention Intervention Partnership
HBRR	Highway Bridge Reconstruction & Rehabilitation Program
HDL	Hinderliter, DeLlamas, & Associates
HSIP	Highway Safety Improvement Program (Federal)

## List of Acronyms

HOME	Home Investment Partnerships Act Program
HPRP	Homeless Prevention & Rapid Re-Housing Program
HQ	Headquarters
HUD	Housing & Urban Development
HVAC	Heating, Ventilation, and Air Conditioning
ICAC	Internet Against Children Task Force
ICC	International Code Council
ICS	Incident Command System
IDA	Industrial Development Authority
IIP	Intersection Improvement Program
ISF	Internal Service Fund
IT	Information Technology
ITC	Information Technology Center
LAFCO	Local Agency Formation Commission
LED	Light Emitting Diode
LIP	Local Implementation Plan or Jurisdictional Urban Runoff Management Plan
LLEBG	Local Law Enforcement Block Grant
LOU	Letter of Understanding
MCC	Mortgage Credit Certificate
MGT	Management
MIS	Management Information System
MMS	Maintenance Management System
MOE	Maintenance of Effort
MOU	Memorandum of Understanding
MPAH	Master Plan of Arterial Highways

## List of Acronyms

MWD	Metropolitan Water District
MWDOC	Metropolitan Water District of Orange County
NCIC	National Crime Information Center
NBC	Nuclear, Biological or Chemical
NEMSIS	National Emergency Medical Service Information System
NET	Neighborhood Enhancement Team
NIMS	National Incident Management System
NFIP	National Flood Insurance Program
NFPA	National Fire Protection Association
NPDES	National Pollutant Discharge Elimination System
OA	Organizational Assessment
OCCOG	Orange County Council of Governments
OCSD	Orange County Sanitation District
OCTA	Orange County Transportation Authority
OCPT	Orange Children & Parents Together
OES	Office of Emergency Services
OFD	Orange Fire Department
OHDC	Orange Housing Development Corp
OMA	Orange Management Association
OMCEA	Orange Maintenance and Crafts Employees' Association
OMEA	Orange Municipal Employees' Association
OPA	Owner Participation Agreement
OPS	Operations
ORA	Orange Redevelopment Agency
ORCA	Orange Regional Competitive Aquatics
OSHA	Occupational Safety & Health Administration

## List of Acronyms

OTP	Organization Transition Program
OTPA	Old Towne Preservation Association
OUSD	Orange Unified School District
PD	Police Department
PDM	Pre-Disaster Mitigation
PEG	Public, Education and Government
PERS	Public Employees Retirement System or CalPERS
PIO	Public Information Officer
POST	Peace Officer Standards & Training
PSO	Police Services Officer
PT	Part-Time
PUBS	Public Utility Billing Software
PW	Public Works Department
PY	Prior Year
RDA	Redevelopment Agency
RFID	Radio Frequency Identification
RFP	Request for Proposal
RFQ	Request for Qualifications
RIP	Regional Interchange Program
RMS	Records Management System
RNI	Rapac Network International
ROW	Right-of-Way
RSTP	Regional Surface Transportation Program
RTIP	Regional Transportation Improvement Plan
SAAV	Service Authority for Abandoned Vehicles
SAORA	Successor Agency to the Orange Redevelopment Agency

## List of Acronyms

SCAG	Southern California Association of Governments
SAN	Storage Area Network
SARB	School Attendance Review Board
SAVI	Santa Ana Valley Irrigation
SB	Senate Bill
SED	Special Enforcement Detail
SHIELD	Strategic Home Intervention & Early Leadership Development
SIP	Signal Improvement Program
SMIP	Strong Motion Implementation Program Fee
SRC	Staff Review Committee
SRO	School Resource Officer
STOMP	Stop Tagging on My Property
STPE	Surface Transportation Program Enhancement
SWAT	Special Weapons & Tactics
TCRF	Traffic Congestion Relief Fund
TDM	Traffic Demand Management
TEA	Transportation Enhancement Activities
TMC	Traffic Manager Center
TMDL	Total Maximum Daily Loads
TOT	Transient Occupancy Tax
TRF	Transfer
TSIA	Transportation System Improvement Authority
TSIP	Transportation System Improvement Program
UASI	Urban Area Securities Initiative
UNITY	United Neighbors Involving Today's Youth
VLF	Vehicle License Fee

## List of Acronyms

WDEA	Water Division Employees' Association
WMD	Weapons of Mass Destruction
WDR	Waste Discharge Requirements
YSB	Youth Services Bureau