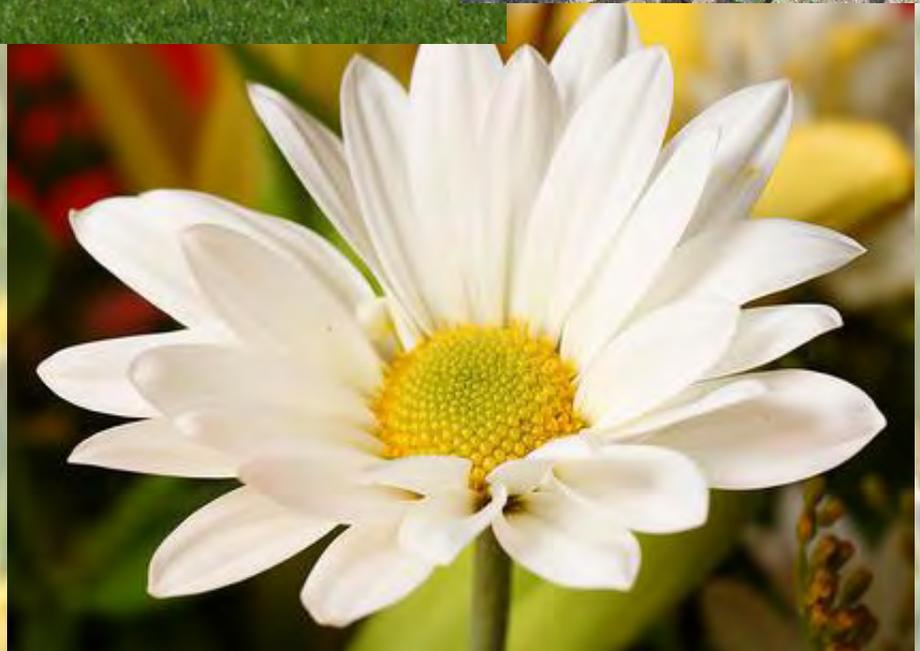


City of Los Alamitos California

"A Little Jewel of a City"



**Annual Operating
Budget
FY 2009-2010
Capital
Improvement
Program**



City of Los Alamitos Fiscal Year 2009-10 Budget



For Fiscal Year
July 1, 2009 through June 30, 2010

Troy D. Edgar
Mayor

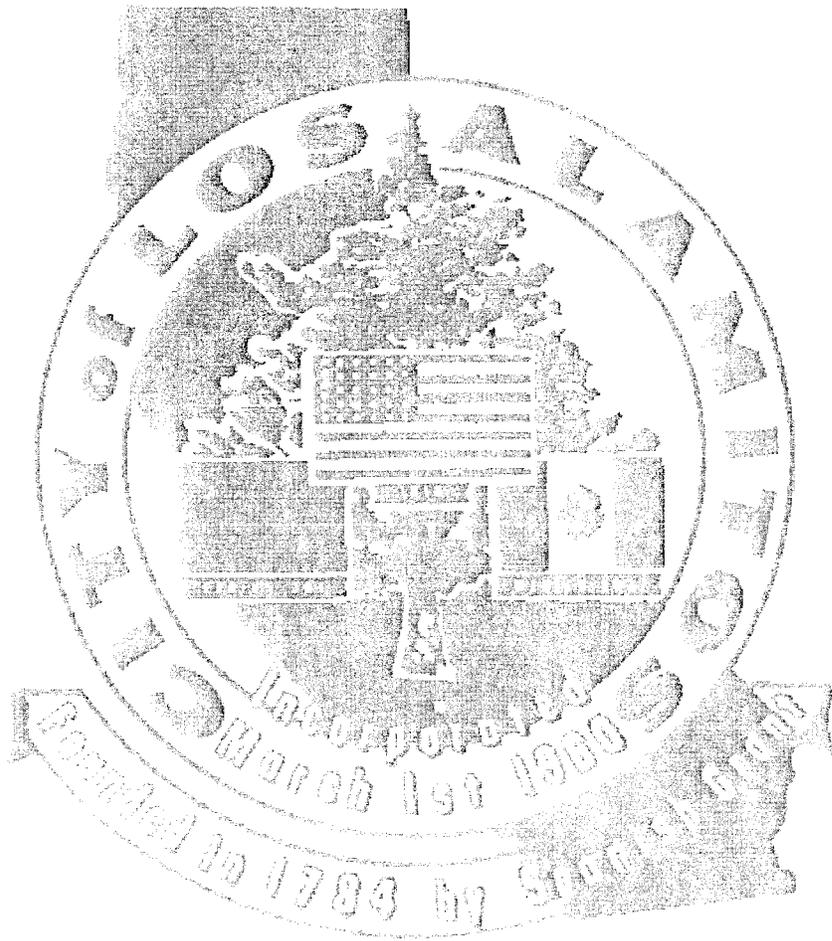
Marilynn M. Poe
Mayor Pro Tem

Gerri L. Graham-Mejia
Council Member

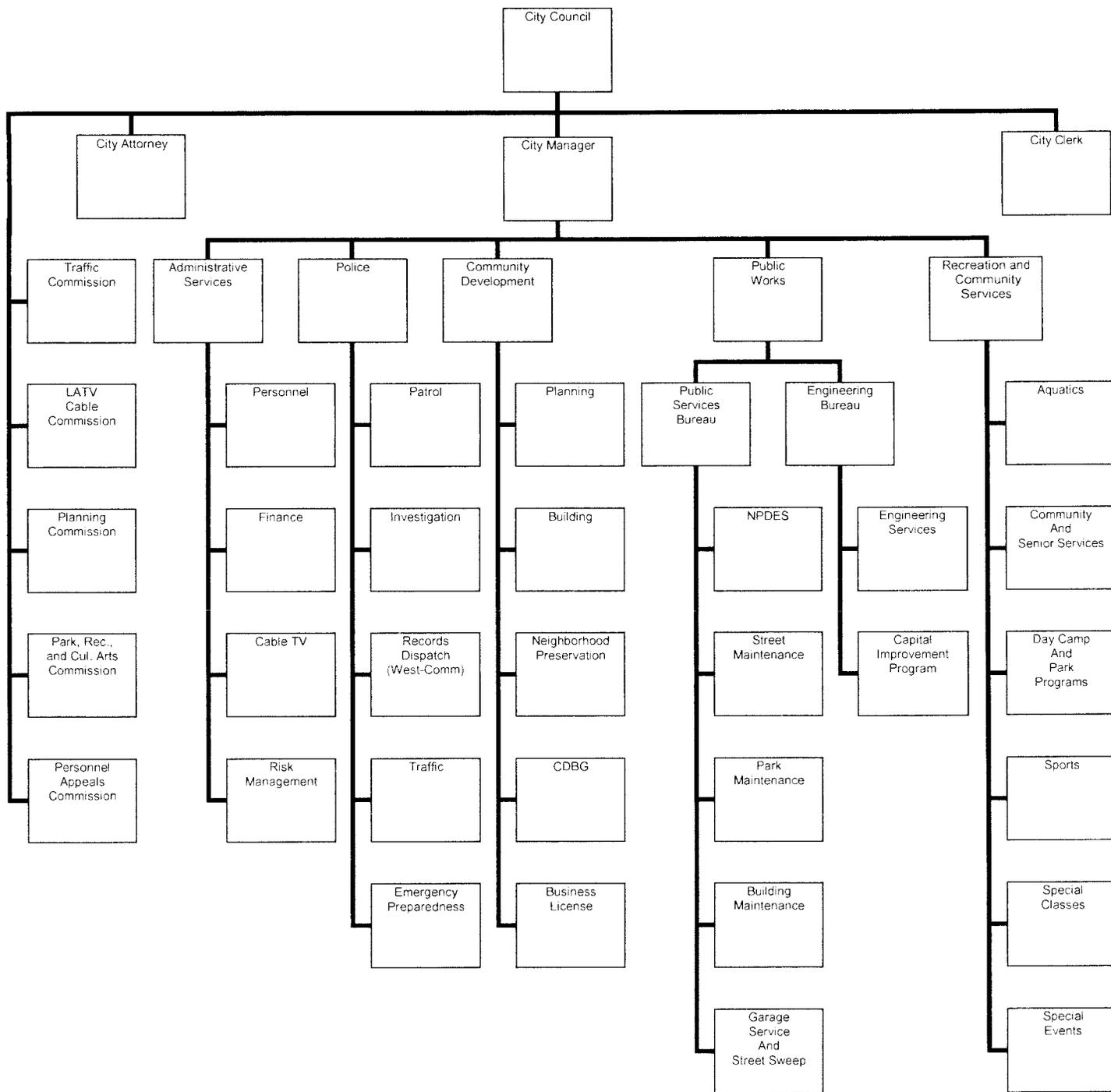
Ken Stephens
Council Member

Constantine Zarkos
Council Member

City of Los Alamitos Fiscal Year 2009-10 Budget



City of Los Alamitos Organization



Administrative Officials

City Manager

Jeffrey L. Stewart, City Manager

City Clerk

Susan Vanderpool, City Clerk

City Attorney

Dean Derleth, City Attorney

Administrative Services

Nita McKay, Assistant City Manager/City Treasurer

Community Development/Public Works

Steven Mendoza, Director of Community Development

Police

Todd Mattern, Police Chief

Engineering

William Huber, Interim City Engineer

Recreation/Community Services

Angie Avery, Director of Recreation and Community Services

City Manager's Transmittal Letter

July 1, 2009

HONORABLE MAYOR AND MEMBERS OF THE CITY COUNCIL

INTRODUCTION

I am pleased to present the City of Los Alamitos' adopted budget and Capital Improvement Program for fiscal year 2009-10. This budget document is responsive to the needs of the citizens and business community of Los Alamitos and is designed to provide a comprehensive financial overview of City activities during the next twelve months. The document includes departmental mission statements, goals, accomplishments for the prior fiscal year, program descriptions, service objectives and work plans for fiscal year 2009-10. These departmental goals complement the City-wide goals adopted by the City Council. The document also includes an overview of the City's finances and related budget issues to enhance utilization of this document as a communication device, financial plan, policy tool and operations guide for the City Council and citizens of Los Alamitos. This financial plan incorporates all amendments approved by the City Council at the June 19, 2009 City Council meeting.

The adopted budget has been prepared in accordance with local ordinances, state statutes and professional standards promulgated by the Governmental Accounting Standards Board governing its development. This budget maintains the excellent service levels that our citizenry rightfully expects and clearly reflects the desires of the City Council. We will continue to make the City's priorities and spending plans available to the public by making this publication available for the public's review.

This 2009-10 adopted budget represents the operating and capital spending plans for the General Fund, Special Revenue Funds, Debt Service Fund, Capital Projects Funds, and Internal Service Funds. The total adopted appropriations for all budgeted funds for fiscal year 2009-10 are \$14,199,060. The adopted operating appropriations on an all funds basis are \$12,439,060 and the adopted appropriations for the Capital Improvement Program are \$1,760,000. These adopted appropriations represent a decrease of 8.0% for operations and an increase of 7.0% for capital improvements, as illustrated by the schedule below. The 2009-10 adopted budget on an all funds basis of \$14,199,060 represents a decrease of \$971,900 or 6.4% when compared to the fiscal year 2008-09 originally adopted budget of \$15,170,960.

	2008-09 Adopted Budget	2009-10 Adopted Budget	Increase/ (Decrease) Amount	% Variance
Operating Budget – All Funds	\$13,525,960	\$12,439,060	\$ (1,086,900)	-8.0%
Capital Budget – All Funds	1,645,000	1,760,000	115,000	7.0%
Total Budget – All Funds	\$15,170,960	\$14,199,060	\$ (971,900)	-6.4%

Fiscal Year 2009-10 Budget

The development of the 2009-10 adopted budget incorporates our commitment to long-term financial stability while providing outstanding services to the community.

The 2009-10 adopted budget reflects no salary adjustments for the City's two memorandums of understanding (MOU's), as well as the non-represented employees' resolution approved by the City Council in July 2009. The Los Alamitos City Employees' Association MOU, the Police Officers' Association MOU, and the non-represented City Council approved resolution all remain in effect through June 30, 2010. Both the City Employees' Association Agreement and the Non-Represented Employees' Agreement contain an eleven day furlough program, which equates to a pay decrease of approximately 4.8%, and a total budgetary savings of \$143,110. The Police Officers' Association employees' salaries remain status quo for the upcoming fiscal year, after receiving a 4% cost of living adjustment in January 2009. Nothing further has been budgeted for fiscal year 2009-10.

In order to adopt a balanced General Fund budget for fiscal year 2009-10, City staff made recommendations for significant budgetary reductions, which were approved by City Council at the Budget Study Sessions held in May and June 2009. City staff is prepared to work diligently to maintain the balanced budget as we progress through fiscal year 2009-10.

To gain a better understanding of the adopted budget document as a whole, it is important to compare the General Operating Fund as it relates to the entire budget covering all fund types for fiscal year 2009-10. The following schedule illustrates this relationship:

Appropriations	2008-09 Adopted Budget	2009-10 Adopted Budget	Increase/ (Decrease) Amount	% Variance
General Fund	\$11,678,280	\$10,853,130	\$ (825,150)	-7.1%
Special Revenue Funds	2,362,040	2,582,210	220,170	9.3%
Debt Service Fund	209,850	213,080	3,230	1.5%
Capital Projects Funds	160,800	40,000	(120,800)	-75.1%
Internal Service Funds	759,990	510,640	(249,350)	-32.8%
Total Appropriations – All Funds	\$15,170,960	\$14,199,060	\$ (971,900)	-6.4%

The General Operating Fund comprises 76.4% of the total adopted budget on an all funds basis for fiscal year 2009-10. The adopted expenditures in the General Operating Fund decreased by \$825,150 or 7.1% in fiscal 2009-10 when compared to the prior year's originally adopted budget.

The 2009-10 adopted budget provides for the utilization of resources in the amount of \$14,261,860 and includes the utilization of existing fund balances in the amount of \$1,158,240 on an all funds basis. At times, the utilization of fund balances in the spending plan may be necessary to fund one-time projects or capital expenditures or unanticipated operating expenditures. Generally, the utilization of available fund balances to meet future obligations in a budget may be considered symptomatic of underlying financial difficulties within the various individual funds. It is recognized that long term financial stability is reliant upon the City's ability to operate within the current

City Manager's Transmittal Letter

year's sources of revenue. Management is committed to reviewing the fiscal stability of the City periodically and undertaking proactive measures as necessary to ensure its continued fiscal health. In honoring this commitment to a balanced budget and ensuring the City's fiscal stability, numerous budgetary reductions were approved in this adopted budget.

The fiscal year 2009-10 adopted budget reflects deficit spending in the Building Improvement Fund, Gas Tax Fund, Residential Street Fund, Measure M Fund, Office of Traffic Safety (OTS) Fund, Asset Seizure Fund, Joint Forces Training Base (JFTB) Pool Fund, Park Development Fund, Garage Fund, and Technology Replacement Fund. The majority of the deficit spending is related to capital improvement project expenditures in the Special Revenue Funds and Capital Projects Fund. In the case of the JFTB Pool Fund, operating expenditures exceed operating revenues. Excess revenues from the Race on the Base event in fiscal year 2008-09 are being utilized to cover this deficit spending. Excess expenditures over revenues in the Garage Fund include a transfer to the General Fund because of the extension of the useful lives of all Garage Fund assets. This transfer refunds the General Fund for monies paid into the Garage Fund in prior fiscal years. For the Technology Replacement Fund, fund balance is being utilized for one-time capital expenditures, i.e. replacement of computer servers. The City of Los Alamitos has been fortunate to have a moderate level of General Fund reserves due to sound financial planning in the past. However, in order to maintain the City's fiscal health into the future, necessary budget reductions were approved as part of the adopted budget. It is a high priority for the City's administration to pay close attention to financial planning in the upcoming years to maintain the City's reserves.

Adopted fiscal year 2009-10 estimated revenues and appropriations are summarized and listed below.

	General Fund	All Other Funds	Total
2009-10 Estimated Revenues	\$ 10,853,130	\$ 2,250,490	\$ 13,103,620
2009-10 Utilization of Fund Balances	-	1,158,240	1,158,240
<hr/>			
Total 2009-10 Resources	10,853,130	3,408,730	14,261,860
Total 2009-10 Appropriations	10,853,130	3,345,930	14,199,060
<hr/>			
2009-10 Required Resources over Appropriations	\$ -	\$ 62,800	\$ 62,800

The following paragraphs give an overview of the state of the economy and how it affects the City of Los Alamitos. Following this overview is a more detailed view of each fund's financial position including both estimated revenues and adopted appropriations for the 2009-10 fiscal year.

STATE OF THE ECONOMY

The City of Los Alamitos' economic outlook for fiscal year 2009-10 is not encouraging, as the City is experiencing the effects of the national recession. Most cities in California are facing significant budgetary issues as a result of the declining national and state

Fiscal Year 2009-10 Budget

economies. The City of Los Alamitos is no exception. As shown in the charts above, the budget is balanced and includes expenditure reductions to offset the recessionary impacts of the economy on City revenues. During the budget development process this year, a comprehensive line-by-line review of all expenditures was performed to reduce operating expenditures, providing program efficiencies, while maintaining the delivery of essential services to the community. Although numerous budgetary reductions are included in this fiscal year's adopted budget as detailed in the General Fund paragraphs below, it does not compensate for the loss the City is experiencing in its core revenue sources. According to California State University, Fullerton – College of Business and Economics' mid-year economic forecast, "There is now little doubt that we are in the midst of a severe and deep recession and the weakness is likely to last 18 – 22 months, the longest since WWII." This is important to keep in mind since the City of Los Alamitos is highly dependent on three revenue sources to support its General Fund (69% of revenues), those being sales taxes, utility users' taxes and property taxes.

With the sluggish housing market and the predictions that the bottom has not yet been reached in Orange County, we have been very conservative with the projections for property tax revenues for fiscal year 2009-10, with no increases projected. Instead property taxes are projected to decline slightly by \$2,880 overall when compared to the prior fiscal year's projected year end receipts. Additionally, with the slowdown in the economy, we have projected a further decline in the City's sales tax revenue for the upcoming fiscal year. The decline in this revenue source is expected to reach 9.7% from the projected 2008-09 levels and a decline of 19.2% from actual sales tax revenues received just two years ago. We have confirmed these projections with the City's sales tax consultants. The third revenue source, utility users' tax, is projected to provide an increase of \$144,800, or 6.6%, due to the addition of a new wireless telephone revenue source during the upcoming fiscal year. This increase goes a long way in compensating for the reductions elsewhere in the General Fund. Although we have used conservative estimates for revenue sources, we will work with the City Council as we approach the mid-year budget review to revise these estimates as certain revenue sources, i.e. sales taxes, may decline even further than originally anticipated at the time this budget was adopted in June.

GENERAL FUND

The City's general financial goal is to provide an appropriate level of municipal services with the ability to adapt to local and regional economic changes while maintaining and enhancing the sound fiscal condition of the City. In past years, the City has had the ability to generate sufficient revenues to produce operating surpluses in the General Fund. Because of the economic downturn, the fiscal year 2009-10 adopted budget projects operating revenues equaling operating expenditures, with no surplus or deficit for the fiscal year. During the Mid-Year Budget Review for the fiscal year 2008-09 Operating Budget, several budget reductions were considered and approved by the City Council. These budget reductions were maintained and additional reductions approved for the adopted fiscal year 2009-10 operating budget and are highlighted in the paragraphs below. Additionally, the City Council maintains the General Fund emergency reserve of \$2,300,000, or 21% of operating expenditures, as well as the \$500,000 designation of fund balance for liability coverage. Staff is committed to working diligently with City Council to maintain a balanced budget for the fiscal year.

City Manager's Transmittal Letter

The adopted fiscal year 2009-10 Operating Budget includes the same increases in transfers from other funds as were adopted by the City Council in the previous fiscal year. These include an increase in the transfer from the Gas Tax Fund to \$110,000 to help defray the costs of the Street Maintenance Program and a transfer of \$20,000 from the Traffic Safety Fund to support traffic enforcement services. Additional revenue enhancements adopted in the prior fiscal year have not yielded the projected results in community development, as the building economy has declined to a record low during the past fiscal year. The \$45,980 in projected revenue increases in the recreational programs of the City reached the target and the City's recreational program revenue continues to exceed expectations, even with the significant decline in the economy.

As highlighted above, the City Council approved several appropriation reductions during the fiscal year 2008-09 Mid-Year Budget Review. These reductions have been maintained for the adopted fiscal year 2009-10 budget. These proposed reductions include numerous operational line items in every department, i.e., supplies, travel, training, and contractual services. Additionally, two positions remain unfunded for the upcoming fiscal year. These positions are the Public Works Director and the Assistant to the City Manager. The adopted budget includes a contractual part-time City Engineer to perform the required engineering approvals on capital projects. Part-time personnel hours have been reduced City-wide, including Administrative Services Department accounting and financial assistance, Police Department reception, and Recreation Department reception and special events. Additional public works reductions include deferring certain levels of maintenance at McAuliffe Sports Field and transferring a portion of the street lighting electricity costs to the Gas Tax Fund. Additionally, the City Council approved the deferral of the vehicle replacement charges to all departments from the Garage Internal Service Fund for the second consecutive year. With the extension of each vehicle's useful life, no vehicles are scheduled to be replaced in fiscal year 2009-10 and 2010-11.

The following paragraphs have been provided to give the reader a more detailed understanding of the 2009-10 budget in the area of both General Fund revenues and expenditures.

General Fund Revenues:

Fiscal year 2009-10 estimated revenues total \$10,853,130, which is a 7.1%, or \$825,350 decrease from the prior fiscal year's originally adopted budget and 2.6%, or \$285,980 less than the amended fiscal year 2008-09 revenue estimates. The City's major revenue sources are expected to remain flat or show additional decreases during the upcoming fiscal year. As stated above, revenue sources will be reevaluated as part of the mid-year budget review in February 2010. The major revenue sources are listed below with details, including change from prior year's projected revenues (as detailed in the "Revenues" section of this budget document).

- Property Taxes

Property taxes represent 25.4% of General Fund revenue for fiscal year 2009-10. Property tax revenues are projected to remain static with less than a 1% decrease for the fiscal year when compared to one year earlier. This revenue category includes the property transfer tax (when property changes ownership), which has declined approximately 65% over the past two years.

Fiscal Year 2009-10 Budget

- Sales and Use Taxes

Sales taxes represent 22.5% of General Fund revenue for fiscal year 2009-10. Estimated revenue for fiscal year 2009-10 is projected to complete the year an additional 9.7% lower than the prior year's projected revenue. This amounts to a decrease of 19.2%, or \$579,566 over the prior two-year period. This revenue source is highly dependent on sales in the building/construction and business/industry categories, which are showing significant declines in the current and upcoming fiscal years.

- Utility Users' Taxes

Utility users' taxes represent 21.5% of General Fund revenue for fiscal year 2009-10. This revenue source is expected to show a 6.6% or \$144,800 increase during the upcoming fiscal year when compared to fiscal year 2008-09 projections. The City receives utility users' tax from electricity, gas, telephone, and water. The reason for the large increase is due to \$130,000 in annual revenue from Verizon Wireless. This cell phone service provider was not collecting or remitting utility users' tax in the past. This was discovered in fiscal year 2008-09 and has been added to the estimated revenues in this category for the upcoming fiscal year.

- Franchise Fees

An increase in energy rates has contributed to the increase in franchise fees for the City of Los Alamitos in past fiscal years. The City collects franchise fees from electricity, gas, water, waste disposal, and cable television. When compared to projected revenues for fiscal year 2008-09, this revenue source is expected to remain static with less than a 1% increase in fiscal year 2009-10.

- Business Licenses

This revenue source is projected to show increases of 2.0%, or \$9,240 during the next fiscal year. This steady increase is due in large part to an increased emphasis on monitoring/enforcement by the City's business license staff. It is expected that the City will increase collections in this area as we continue this concentrated enforcement effort.

- Investment Earnings

Investment earnings for fiscal year 2009-10 are projected to decrease \$12,500, or 8.4% when compared to the prior fiscal year projections. Interest rates have continued to decline during the current fiscal year and this trend is not expected to reverse in the upcoming fiscal year. The City's investment policy only allows for investment in the State's Local Agency Investment Fund (LAIF). LAIF's quarterly interest rate has dropped from 3.11% in June 2008 to 1.51% in June 2009. It should also be noted that LAIF lags the investment market by approximately one quarter.

- Licenses and Permits

Licenses and permits show a decline of less than 1%, or \$2,140 for fiscal year 2009-10. The City Council adopted increases during the prior budget process for many of the Community Development and Public Works fees. These fee increases were originally projected to increase revenues by \$295,640. However, due to the drastic

City Manager's Transmittal Letter

economic downturn during fiscal year 2008-09, this projection was adjusted at mid-year to include only a \$25,230 increase. This revenue source is not projected to show any increases in the upcoming fiscal year, but will remain flat. Additionally, there are no significant projects on the horizon for the upcoming fiscal year.

- Fines and Forfeitures

Fines and forfeitures are projected to decline \$35,500, or 5.9% during the upcoming fiscal year. The majority of this decline is in the area of red light camera fines. It is expected when a program such as red light camera enforcement is added, eventually the revenues will decline, as the true purpose of such a program is to curb behavior and reduce accidents. This appears to be the case with the City's red light camera program. Additionally, moving violations revenue is expected to decline further due to reduced fines and community service in lieu of fines being awarded by the court system. The City will concentrate on enforcement of motor vehicle laws, continuing to increase the number of citations issued.

- Recreation Charges for Services

Revenues within this category were also adjusted during the fiscal year 2008-09 budget deliberation process. Though the City has seen increases in this revenue category in past years, revenues for the upcoming fiscal year are expected to decline as such programs as excursions will be reduced due to the sluggish economy. This revenue category shows a decline of \$12,800, or 1.8% for fiscal year 2009-10.

- Transfers In

The General Fund will receive transfers in from the Gas Tax Fund (\$110,000) for the allowable gas tax contribution to the City's street maintenance program, the Garage Internal Service Fund (\$89,050) for a refund to the General Fund when the useful lives of assets were increased, the Public Safety Augmentation Fund (\$83,400) and the Supplemental Law Enforcement Service Fund (\$100,000) to partially offset the costs of the Police Department motor officer program, and the Traffic Safety Fund (\$20,000) to offset Police Department expenditures for revenue obtained for vehicle impound fees.

General Fund Expenditures:

As shown in the chart above, General Fund expenditures for fiscal year 2009-10 are projected to be \$10,853,130. These appropriations include operating expenditures only. No capital improvement project expenditures are included in the General Fund for fiscal year 2009-10. The total requirements for 2009-10 have been reduced from the prior year's originally adopted appropriations by \$825,150, or 7.1%. This is a major accomplishment for the City to reduce total expenditures, as labor costs have risen due to agreed-upon cost of living adjustments with the City's Police bargaining group. Expenditure categories are compared to the prior fiscal year and explained in further detail in the following paragraphs.

Fiscal Year 2009-10 Budget

- Salaries and Benefits

Salaries and benefits expenditures, which represent 62.3% of the total General Fund operating expenditures, show a decrease of 7.7%, or \$561,500 for fiscal year 2009-10. As previously outlined, this proposed decrease is due to unfunding the Public Works Director and Assistant to the City Manager positions (\$275,680); implementation of an eleven day furlough program for general employees, mid-management employees and executive management employees (\$137,650); conversion of a Recreation full-time position to part-time (\$39,350); and the reduction in part-time hourly personnel City-wide (\$131,950). The total personnel decrease is offset by the 4% cost of living adjustment which the Police sworn personnel received in January 2009. Related increases in benefits include an increase in the PERS employer rate for the "miscellaneous" (non-sworn) employees from 6.8% to 7.7%.

- Maintenance and Operations (M & O)

Maintenance and operations expenditures, which include such items as professional/contractual services, equipment maintenance/rental, supplies, memberships/subscriptions, training, utilities and a variety of other fees decreased \$213,900 for all departments in the General Fund. This 5.3% decrease brings the 2009-10 maintenance and operations budget to \$3,833,210.

All General Fund departments reduced operations in the areas of supplies, travel, contractual services, training, etc. Significant reductions include contractual attorney services of \$40,000, shifting \$65,250 in traffic signal electricity costs to the Gas Tax Fund, reducing maintenance of McAuliffe Sports Field by \$44,000, recreation excursion program reductions of \$32,080, elimination of the Police Explorers' Post of \$8,000, and reductions to the interdepartmental charges for vehicles and technology of \$8,090. Offsetting these decreases were increases in the West-Comm Joint Powers Authority for police dispatch in the amount of \$34,870, contractual City Engineer expenditures in the amount of \$103,200, and contractual services maintenance charges for the City's Geographic Information Services (GIS) software of \$12,000.

- Capital Outlay

Capital outlay expenditures include expenditures for furniture and fixtures and equipment. The 2009-10 budget includes no capital outlay expenditures in the General Fund. There were no prior fiscal year expenditures in this category as well.

- Capital Improvement Program (CIP)

There are no Capital Improvement Program (CIP) expenditures included in the General Fund for fiscal year 2009-10. The usual project funded from the General Fund, i.e., the Arterial Street Tree Program, is funded from the Gas Tax Fund in fiscal year 2009-10. A more detailed description of these projects can be found in the CIP section of this budget.

BUILDING IMPROVEMENT FUND

The Building Improvement Fund was established by the City Council several years ago with monies set aside from the City's General Fund. This fund was designated for

City Manager's Transmittal Letter

various capital improvement projects at the Civic Center, including exterior improvements, air conditioning replacement, parking lot improvements, and other deferred maintenance projects. With projected investment revenue of \$5,200 and appropriations of \$35,000 for improvements to the Museum building roof, this fund will complete fiscal year 2009-10 with an ending fund balance of \$157,350.

GAS TAX FUND

The Gas Tax Fund accounts for State collected, locally shared gas tax monies that are utilized for repair, construction, maintenance and rights-of-way acquisition related to streets and highways. Fiscal year 2009-10 shows estimated revenues of \$726,000, including \$500,000 in Federal Economic Stimulus funding, expenditures of \$1,096,800, which includes transfers out (street maintenance) to the General Fund of \$110,000. The ending fund balance is projected to be \$23,600 at June 30, 2010.

RESIDENTIAL STREET FUND

The Residential Street Fund receives its funding from the General Fund through monies designated for future improvement to streets. Estimated revenues total \$5,200 in investments earnings, with expenditures totaling \$40,000 for concrete repair capital projects. June 30, 2010 reflects a final fund balance of \$107,340.

MEASURE M FUND

The Measure M Fund receives its funding from "local turnback" derived from a voter-approved initiative. Additional revenue in this fund includes competitive grant funding for improving the City's roadways. Revenues are estimated at \$211,210 for fiscal year 2009-10, which includes \$28,450 in Proposition 42 funding for the residential street improvement program. Expenditures in this fund total \$723,450, which are detailed in the Capital Improvement Program section of this budget. The fund is projected to close fiscal year 2009-10 with an ending fund balance of \$133,050.

LOS ALAMITOS TELEVISION FUND

The Los Alamitos Television Fund was created as a Special Revenue Fund of the City upon dissolution of the Los Alamitos Television Corporation. The Fund is utilized to promote and develop local usage of the cable television system in the City of Los Alamitos. The City expects to receive \$57,500 in revenues in this fund for fiscal year 2009-10. With expenditures of \$35,050 for the fiscal year, the ending fund balance at June 30, 2010 is expected to be \$176,060.

TRAFFIC SAFETY FUND

The Traffic Safety Fund receives monies from the State to be utilized for official traffic control devices and their maintenance, traffic accident prevention, and the maintenance, improvement or construction of public streets, bridges, and culverts. Revenues collected in this fund are expected to total \$25,000, with appropriations of \$30,000 expected for fiscal year 2009-10. This fund is projected to end the fiscal year with a fund balance of \$84,080.

RIVERS AND MOUNTAINS CONSERVANCY FUND

The Rivers and Mountains Conservancy Fund was established to account for grant funding received from the State Agency administering funds designated for the Lower

Fiscal Year 2009-10 Budget

San Gabriel Valley parks and river way projects. Because of State of California budget issues, these grant funds have been suspended. The City is not expecting to receive any grant funds to continue the Coyote Creek Park project during fiscal year 2009-10. If funds are reinstated during the upcoming fiscal year, City staff will ask the Council to approve a budget appropriation at that time to resume construction of this project. At June 30, 2010, there will be no remaining fund balance.

PUBLIC SAFETY AUGMENTATION FUND

The Public Safety Augmentation Fund accounts for the half-cent sales tax received by the City of Los Alamitos under Proposition 172. The revenues, estimated at \$83,400 for fiscal year 2009-10, are restricted to the enhancement of public safety services. Transfers out to the General Fund to offset the costs for the motor officer total \$83,400, leaving an ending fund balance of zero at June 30, 2010.

SUPPLEMENTAL LAW ENFORCEMENT SERVICE FUND

The Supplemental Law Enforcement Service Fund is used to account for federal funds received via the State for police activities. The State governs use of these funds and funds cannot be used to supplant existing funding for law enforcement. Estimated revenues for fiscal year 2009-10 are \$100,000 and transfers out to the General Fund to offset costs for the motor officer total \$100,000, leaving an ending balance of zero at June 30, 2010.

AIR QUALITY MANAGEMENT (AQMD) FUND

The Air Quality Management Fund is used to account for revenue received from the Air Quality Management District for air quality improvement projects. Fiscal year 2009-10 estimated revenues are \$15,000 which includes \$1,000 in interest and \$14,000 in AQMD monies. There are no appropriations scheduled in this fund. This fund ends the fiscal year with a fund balance of \$53,970.

JOINT FORCES TRAINING BASE (JFTB) POOL FUND

The Joint Forces Training Base Pool Fund was established to account for revenues restricted solely for the improvement, operation and maintenance of the JFTB swimming facilities located in the City of Los Alamitos. Estimated revenues total \$314,900, with a transfer in from the General Fund of \$40,920, for fiscal year 2009-10. Appropriations total \$400,390 for the fiscal year, leaving an ending fund balance of \$62,600 for fiscal year 2009-10. This ending fund balance is to be utilized for future capital improvements at the pool.

TRAFFIC IMPROVEMENT FUND

The Traffic Improvement Fund receives its funding from traffic mitigation fees, development fees from the City of Cypress and an additional annual contractual payment from the City of Cypress. Total estimated revenue for fiscal year 2009-10 is \$24,600. With no appropriations for the upcoming fiscal year, \$567,610 is available for future appropriations at June 30, 2010.

PARK DEVELOPMENT FUND

The Park Development Fund receives revenues from developer impact fees charged to developers on a per unit basis. This fund was established to account for acquisition,

City Manager's Transmittal Letter

construction and repair in existing City parks. Estimated revenues total \$6,240 in investment earnings for the fiscal year, with anticipated expenditures of \$40,000 for field renovations at Little Cottonwood Park, leaving an ending fund balance of \$204,330 at June 30, 2010.

GARAGE FUND

The Garage Fund was established to account for vehicle acquisition and maintenance. Revenues are received from other departments and generally include charges to cover maintenance and operations and to collect a vehicle replacement fee. The vehicle replacement charge has been deferred for an additional fiscal year because of budgetary constraints. Revenues from other departments are estimated at \$248,020 for fiscal year 2009-10. Appropriations total \$248,020, which does not include any vehicle and equipment replacements for fiscal year 2009-10. Additionally, by extending the useful lives of the City's vehicles, not only is it possible to defer the replacement charge for one year, but excess monies of \$89,050 will be transferred back to the General Fund in fiscal year 2009-10. This fund completes the year with an ending balance of \$584,240.

TECHNOLOGY REPLACEMENT FUND

The Technology Replacement Fund was established to provide funding for ongoing technology upgrades and replacements. Revenues, which include charges to other departments for operating costs of maintaining the City's technology infrastructure, total \$148,570 for fiscal year 2009-10. Appropriations total \$173,570, which includes replacement of two of the City's five servers and the Police Department's firewall. The ending balance in this fund at June 30, 2010 totals \$174,260.

CAPITAL IMPROVEMENT PROGRAM (CIP)

The Capital Improvement Program for fiscal year 2009-10 totals \$1,760,000. The projects listed in detail in the final section of this budget are funded by several sources. The Gas Tax Fund projects total \$921,550, which includes federal stimulus monies in the amount of \$500,000; the Residential Street Fund \$40,000; the Park Development Fund \$40,000; the Measure M Fund \$723,450, which includes Proposition 42 funding of \$28,450; and the Building Improvement Fund \$35,000. The majority of the projects in the City's Capital Improvement Program for fiscal year 2009-10 are street and road-related projects, making up 95% of the City's CIP. The current CIP is an increase from the prior budget year of \$115,000, or 7.0%.

CONCLUSION

In closing, I would like to express my appreciation to the City Council for providing the positive leadership and direction that has assisted in the preparation of this budget. The budget process this year included additional challenges as the economy has taken a drastic downturn and revenue estimates were adjusted accordingly. I believe that everyone has worked together to close the budgetary gap that existed at mid-year for fiscal year 2008-09. Budgetary reductions of \$560,000 were adopted by the City Council in February 2009, which included operational expenditures in every department, as well as certain one-time salary savings. City staff committed to continue this cooperative

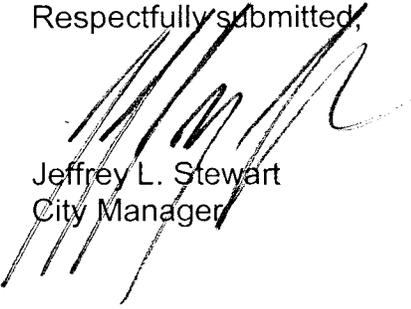
Fiscal Year 2009-10 Budget

approach with City Council, together closing the additional \$469,000 budgetary gap that existed at the time of the City's first Budget Study Session in May 2009.

Thank you to the City staff for their dedication and effort, not only in the preparation of this budget, but in their commitment to providing quality services that meet the needs of the residents of Los Alamitos. In addition, I wish to acknowledge the work of the City's Administrative Services Department who once again has successfully prepared a document that is accurate, concise and easy to read. I am certain you share my appreciation for their effort.

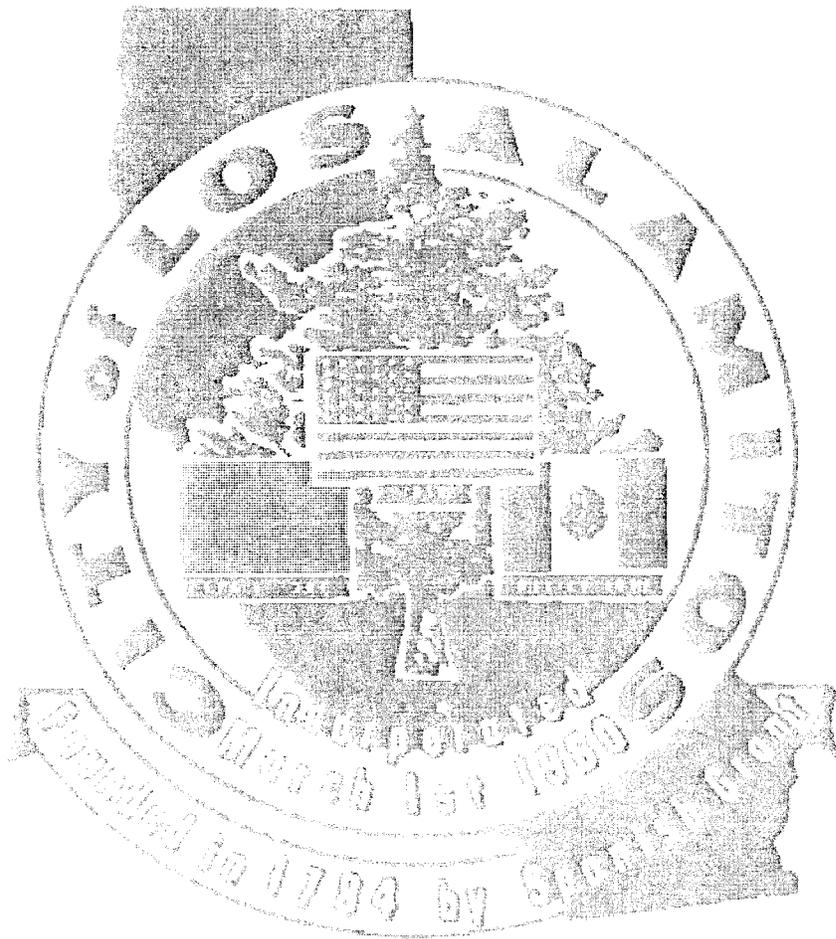
I look forward to working with you, staff, and the citizens of Los Alamitos as we implement this financial plan and policy document. I am confident that the result of our efforts will be a continuation of quality public services while providing a continued stable and secure financial position for our community.

Respectfully submitted,



Jeffrey L. Stewart
City Manager

City of Los Alamitos Fiscal Year 2009-10 Budget



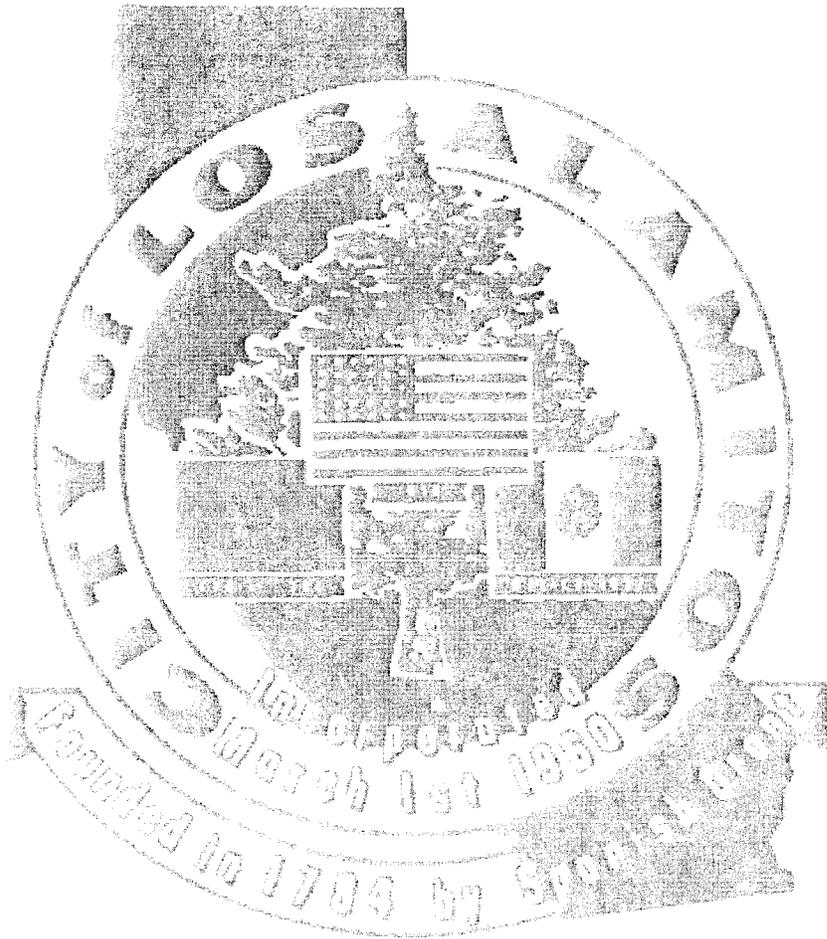
Resources and Requirements Fiscal Year 2009-10

FUND TYPE/DESCRIPTION	Beginning Balance July 2009	Resources		
		Estimated Revenue	Transfers In	Total Resources
General Fund:				
10- GENERAL FUND	3,324,040	10,450,680	402,450	14,177,170
Special Revenue Funds:				
18-BUILDING IMPROVEMENT FUND	187,150	5,200	-	192,350
20- GAS TAX FUND	394,400	726,000	-	1,120,400
24- RESIDENTIAL STREETS/ALLEYS FUND	142,140	5,200	-	147,340
26- MEASURE M FUND	645,290	211,210	-	856,500
28 - LOS ALAMITOS TELEVISION FUND	153,610	57,500	-	211,110
29- OFFICE OF TRAFFIC SAFETY FUND	89,080	25,000	-	114,080
33- ASSET SEIZURE FUND	53,510	24,900	-	78,410
36- PUBLIC SAFETY AUGMENTATION FUND	-	83,400	-	83,400
37- SUPPLEMENTAL LAW ENFORCEMENT FUND	-	100,000	-	100,000
44- AIR QUALITY FUND	38,970	15,000	-	53,970
77- JOINT FORCES TRAINING BASE POOL FUND	107,170	314,900	40,920	462,990
Special Revenue Funds Total:	1,811,320	1,568,310	40,920	3,420,550
Debt Service Fund:				
61 - LAUREL PARK DEBT SERVICE FUND	261,670	1,500	212,330	475,500
Debt Service Fund Total:	261,670	1,500	212,330	475,500
Capital Projects Funds:				
25 - TRAFFIC IMPROVEMENT FUND	543,010	24,600	-	567,610
30 - PARK DEVELOPMENT FUND	238,090	6,240	-	244,330
Capital Projects Funds Total:	781,100	30,840	-	811,940
Internal Service Funds:				
50- GARAGE FUND	673,290	248,020	-	921,310
53- TECHNOLOGY REPLACEMENT FUND	199,260	148,570	-	347,830
Internal Service Funds Total:	872,550	396,590	-	1,269,140
Grand Totals	7,050,680	12,447,920	655,700	20,154,300

Resources and Requirements Fiscal Year 2009-10

Requirements						Surplus (Deficit)	Ending Balance June 2010
Salaries & Benefits	Maintenance & Operations	Capital Equipment	Capital Projects	Transfers Out	Total Requirements		
6,766,670	3,833,210	-	-	253,250	10,853,130	-	\$3,324,040
-	-	-	35,000	-	35,000	(29,800)	157,350
-	65,250	-	921,550	110,000	1,096,800	(370,800)	23,600
-	-	-	40,000	-	40,000	(34,800)	107,340
-	-	-	723,450	-	723,450	(512,240)	133,050
-	35,050	-	-	-	35,050	22,450	176,060
10,000	-	-	-	20,000	30,000	(5,000)	84,080
-	-	38,120	-	-	38,120	(13,220)	40,290
-	-	-	-	83,400	83,400	-	-
-	-	-	-	100,000	100,000	-	-
-	-	-	-	-	-	15,000	53,970
200,480	199,910	-	-	-	400,390	(44,570)	62,600
210,480	300,210	38,120	1,720,000	313,400	2,582,210	(972,980)	838,340
-	213,080	-	-	-	213,080	750	262,420
-	213,080	-	-	-	213,080	750	262,420
-	-	-	-	-	-	24,600	567,610
-	-	-	40,000	-	40,000	(33,760)	204,330
-	-	-	40,000	-	40,000	(9,160)	771,940
89,770	158,250	-	-	89,050	337,070	(89,050)	584,240
-	148,570	25,000	-	-	173,570	(25,000)	174,260
89,770	306,820	25,000	-	89,050	510,640	(114,050)	758,500
7,066,920	4,653,320	63,120	1,760,000	655,700	14,199,060	(1,095,440)	5,955,240

City of Los Alamitos Fiscal Year 2009-10 Budget



Revenue Detail

FUND/SOURCE DESCRIPTION	2006-07 ACTUAL	2007-08 ACTUAL	2008-09 BUDGET	2008-09 PROJECTED	2009-10 ADOPTED
<u>GENERAL FUND</u>					
PROPERTY TAXES					
PROPERTY TAX - SECURED	1,385,577	1,488,446	1,491,580	1,491,580	1,489,700
PROPERTY TAX - UNSECURED	62,860	63,914	61,010	61,010	61,010
PROPERTY TAX - SUPPLEMENTAL	79,652	54,312	39,760	39,760	39,760
PROPERTY TAX - IN-LIEU OF SALES TAX	826,365	877,145	879,800	879,800	884,300
LIGHTING DISTRICT	223,668	235,528	249,800	249,800	249,800
HOMEOWNERS' TAX RELIEF	14,270	13,898	13,840	13,840	13,840
COUNTY TAX ADMINISTRATIVE CHARGE	(18,594)	(24,243)	(20,000)	(20,000)	(25,000)
PROPERTY TRANSFER TAX	129,245	62,622	45,400	45,400	44,900
TOTALS FOR SOURCE	2,703,043	2,771,624	2,761,190	2,761,190	2,758,310
TAXES					
SALES & USE TAX	2,809,682	3,017,366	2,700,600	2,700,600	2,437,800
TRANSIENT OCCUPANCY TAX	92,720	100,826	101,070	101,070	85,900
BUSINESS LICENSES	331,076	451,739	460,960	460,960	470,200
TOTALS FOR SOURCE	3,233,478	3,569,931	3,262,630	3,262,630	2,993,900
UTILITY USERS TAXES					
UTILITY USERS TAX - ELECTRIC	1,226,540	1,196,837	1,226,800	1,226,800	1,226,800
UTILITY USERS TAX - GAS	217,187	220,487	224,000	224,000	224,000
UTILITY USERS TAX - TELEPHONE	576,592	594,777	575,000	575,000	716,500
UTILITY USERS TAX - WATER	144,999	166,215	165,000	165,000	168,300
TOTALS FOR SOURCE	2,165,318	2,178,315	2,190,800	2,190,800	2,335,600
FRANCHISE FEES					
FRANCHISE FEES - CABLE TELEVISION	130,354	119,405	119,000	119,000	119,000
FRANCHISE FEES - TRASH	184,262	185,011	196,280	196,280	200,200
FRANCHISE FEES - ELECTRIC	213,516	211,697	213,820	213,820	213,820
FRANCHISE FEES - GAS	42,285	42,761	43,430	43,430	43,430
FRANCHISE FEES - WATER	29,546	31,016	30,700	30,700	30,700
FRANCHISE FEES - OTHER	2,354	5,678	2,460	2,460	2,460
TOTALS FOR SOURCE	602,317	595,568	605,690	605,690	609,610
LICENSE AND PERMITS					
BUILDING PERMITS	66,289	77,655	74,550	74,550	74,550
ELECTRICAL PERMITS	10,350	10,755	8,660	8,660	8,660
MECHANICAL PERMITS	6,175	7,940	5,510	5,510	5,510
PLUMBING PERMITS	9,130	9,172	7,950	7,950	7,950
PLAN CHECKS/ NPDES INSPECTION FEES	52,281	47,061	54,580	54,580	72,580
PUBLIC WORKS PERMITS	36,097	33,149	65,300	65,300	45,000
OTHER LICENSES AND PERMITS	16,756	17,087	20,590	20,590	20,750
TOTALS FOR SOURCE	197,078	202,819	237,140	237,140	235,000

Revenue Detail

FUND/SOURCE DESCRIPTION	2006-07 ACTUAL	2007-08 ACTUAL	2008-09 BUDGET	2008-09 PROJECTED	2009-10 ADOPTED
FINES AND FORFEITURES					
MOVING VIOLATIONS	363,866	326,092	261,000	261,000	255,000
RED LIGHT CAMERA	178,038	320,454	245,000	245,000	215,000
PARKING FINES	65,359	77,801	90,000	90,000	90,000
OTHER FINES AND FORFEITURES	4,900	2,896	2,000	2,000	2,500
TOTALS FOR SOURCE	612,163	727,243	598,000	598,000	562,500
USE OF MONEY & PROPERTY					
INVESTMENT EARNINGS	255,988	226,489	149,200	149,200	136,700
TOTALS FOR SOURCE	255,988	226,489	149,200	149,200	136,700
REVENUE FROM OTHER AGENCIES					
HOMELAND SECURITY GRANT	1,807	11,282	-	-	-
ABANDONED VEHICLE REIMBURSEMENT	12,387	8,252	4,300	4,300	4,300
SB-90 REIMBURSEMENT	27,725	5,454	3,000	3,000	-
MOTOR VEHICLE IN LIEU	69,618	53,844	57,630	57,630	54,100
P.O.S.T. REIMBURSEMENTS	11,806	6,972	4,000	4,000	4,000
PEG GRANT	47	-	-	-	-
W/C & G/L REIMBURSEMENTS	-	65,726	-	-	-
TOTALS FOR SOURCE	123,390	151,530	68,930	68,930	62,400
CHARGES FOR CURRENT SERVICES					
POLICE REPORTS/FINGERPRINTING	1,076	943	630	630	630
POLICE ALARM FEES	23,855	24,255	25,000	25,000	23,000
DOCUMENT SERVICES & FEES	1,663	4,365	4,950	4,950	3,750
PAYROLL FEES	8,309	-	-	-	-
SANITATION DISTRICT	750	519	700	700	700
RECREATION REVENUES	594,644	733,351	714,380	714,380	701,580
SELF INSURANCE POOL DIVIDEND	100,988	-	-	-	-
MISCELLANEOUS REIMBURSEMENTS	58,602	90,911	77,010	77,010	27,000
TRANSFERS IN	236,611	304,643	442,860	437,460	402,450
TOTALS FOR SOURCE	1,026,498	1,158,987	1,265,530	1,260,130	1,159,110
TOTAL GENERAL FUND	10,919,273	11,582,505	11,139,110	11,133,710	10,853,130

Revenue Detail

FUND/SOURCE DESCRIPTION	2006-07 ACTUAL	2007-08 ACTUAL	2008-09 BUDGET	2008-09 PROJECTED	2009-10 ADOPTED
<u>SPECIAL REVENUE FUNDS</u>					
<u>BUILDING IMPROVEMENT FUND</u>					
USE OF MONEY & PROPERTY					
INVESTMENT EARNINGS	11,592	8,748	10,000	10,000	5,200
TOTALS FOR SOURCE	11,592	8,748	10,000	10,000	5,200
TOTAL BUILDING IMPROVEMENT FUND	11,592	8,748	10,000	10,000	5,200
<u>GAS TAX FUND</u>					
TAXES					
GAS TAX	223,047	219,647	228,630	228,630	206,000
TOTALS FOR SOURCE	223,047	219,647	228,630	228,630	206,000
REVENUE FROM OTHER AGENCIES					
TRAFFIC CONGESTION RELIEF	87,930	-	-	-	-
PROPOSITION 1B	-	-	400,000	400,000	-
FEDERAL ECONOMIC STIMULUS	-	-	-	-	500,000
TOTALS FOR SOURCE	87,930	-	400,000	400,000	500,000
USE OF MONEY & PROPERTY					
INVESTMENT EARNINGS	25,146	30,387	20,000	20,000	20,000
TOTALS FOR SOURCE	25,146	30,387	20,000	20,000	20,000
TOTAL GAS TAX FUND	336,123	250,034	648,630	648,630	726,000
<u>RESIDENTIAL STREETS/ALLEYS FUND</u>					
USE OF MONEY & PROPERTY					
INVESTMENT EARNINGS	16,951	11,397	10,000	10,000	5,200
TOTALS FOR SOURCE	16,951	11,397	10,000	10,000	5,200
TOTAL RESIDENTIAL STREETS/ALLEYS FUND	16,951	11,397	10,000	10,000	5,200
<u>MEASURE M FUND</u>					
REVENUE FROM OTHER AGENCIES					
MEASURE M TURNBACK	173,797	174,481	193,790	193,790	153,010
GO LOCAL	-	176,758	-	-	-
INTERSECTION IMPROVEMENT PROG GRANT	-	-	268,090	268,090	-
GROWTH AREA MANAGEMENT (GMA) 2	-	-	320,000	320,000	-
MASTER PLAN OF ARTERIAL HIGHWAYS (MPAH)	-	-	80,000	80,000	-
CITY OF CYPRESS	-	-	425,000	425,000	-
PROPOSITION 42	-	-	-	-	28,450
TOTALS FOR SOURCE	173,797	351,239	1,286,880	1,286,880	181,460
USE OF MONEY & PROPERTY					
INVESTMENT EARNINGS	38,921	41,208	35,000	35,000	29,750
TOTALS FOR SOURCE	38,921	41,208	35,000	35,000	29,750
TOTAL MEASURE M FUND	212,718	392,448	1,321,880	1,321,880	211,210

Revenue Detail

FUND/SOURCE DESCRIPTION	2006-07 ACTUAL	2007-08 ACTUAL	2008-09 BUDGET	2008-09 PROJECTED	2009-10 ADOPTED
<u>LOS ALAMITOS TELEVISION FUND</u>					
CHARGES FOR CURRENT SERVICES					
FRANCHISE FEES/STUDIO FEES	-	11,489	-	-	-
PEG GRANT/ACCESS FEES	-	6,956	28,130	28,130	44,000
EVENT FILMING REIMBURSEMENTS	-	18,666	-	-	11,000
MISC. REVENUE	-	1,332	-	-	-
TOTALS FOR SOURCE	-	38,443	28,130	28,130	55,000
USE OF MONEY & PROPERTY					
INVESTMENT EARNINGS	-	1,955	2,000	2,000	2,500
TOTALS FOR SOURCE	-	1,955	2,000	2,000	2,500
TOTAL LOS ALAMITOS TELEVISION	-	40,398	30,130	30,130	57,500
<u>OFFICE OF TRAFFIC SAFETY (OTS) FUND</u>					
REVENUE FROM OTHER AGENCIES					
OFFICE OF TRAFFIC SAFETY GRANT	-	3,830	15,000	15,000	5,000
TOTALS FOR SOURCE	-	3,830	15,000	15,000	5,000
CHARGES FOR CURRENT SERVICES					
VEHICLE IMPOUND FEES	21,530	18,610	20,000	20,000	20,000
TOTALS FOR SOURCE	21,530	18,610	20,000	20,000	20,000
USE OF MONEY & PROPERTY					
INVESTMENT EARNINGS	-	2,311	-	-	-
TOTALS FOR SOURCE	-	2,311	-	-	-
TOTAL OFFICE OF TRAFFIC SAFETY (OTS) FUND	21,530	24,751	35,000	35,000	25,000
<u>ASSET SEIZURE FUND</u>					
REVENUE FROM OTHER AGENCIES					
FEDERAL ASSET SEIZURE	-	7,167	-	34,270	-
STATE ASSET SEIZURE	-	-	-	12,070	-
PUBLIC SAFETY INTEROPERABLE COMM GRANT	-	-	-	-	24,900
TOTALS FOR SOURCE	-	7,167	-	46,340	24,900
TOTAL ASSET SEIZURE FUND	-	7,167	-	46,340	24,900
<u>PUBLIC SAFETY AUGMENTATION FUND</u>					
USE OF MONEY & PROPERTY					
INVESTMENT EARNINGS	1,666	512	-	-	-
TOTALS FOR SOURCE	1,666	512	-	-	-
REVENUE FROM OTHER AGENCIES					
SPECIAL SALES TAX AUGMENTATION	92,766	91,351	92,800	87,800	83,400
TOTALS FOR SOURCE	92,766	91,351	92,800	87,800	83,400
TOTAL PUBLIC SAFETY AUGMENTATION FUND	94,432	91,863	92,800	87,800	83,400

Revenue Detail

FUND/SOURCE DESCRIPTION	2006-07 ACTUAL	2007-08 ACTUAL	2008-09 BUDGET	2008-09 PROJECTED	2009-10 ADOPTED
<u>SUPPLEMENTAL LAW ENFORCEMENT FUND</u>					
USE OF MONEY & PROPERTY					
INVESTMENT EARNINGS	5,904	1,714	400	-	-
TOTALS FOR SOURCE	5,904	1,714	400	-	-
REVENUE FROM OTHER AGENCIES					
SUPPLEMENTAL LAW ENFORCEMENT GRANT	100,209	100,002	100,000	100,000	100,000
TOTALS FOR SOURCE	100,209	100,002	100,000	100,000	100,000
TOTAL SUPPLEMENTAL LAW ENFORCEMENT FUND	106,113	101,716	100,400	100,000	100,000
<u>AIR QUALITY (AQMD) FUND</u>					
USE OF MONEY & PROPERTY					
INVESTMENT EARNINGS	2,130	1,440	2,000	2,000	1,000
TOTALS FOR SOURCE	2,130	1,440	2,000	2,000	1,000
REVENUE FROM OTHER AGENCIES					
AB 2766 - AIR QUALITY	14,520	14,516	14,000	14,000	14,000
TOTALS FOR SOURCE	14,520	14,516	14,000	14,000	14,000
TOTAL AIR QUALITY FUND	16,650	15,956	16,000	16,000	15,000
<u>JOINT FORCES TRAINING BASE (JFTB) POOL FUND</u>					
USE OF MONEY & PROPERTY					
INVESTMENT EARNINGS	992	476	1,000	1,000	1,000
TOTALS FOR SOURCE	992	476	1,000	1,000	1,000
CHARGES FOR CURRENT SERVICES					
POOL RENTALS/LAP SWIM/LESSONS	98,229	180,790	161,850	161,850	185,000
SUMMER LEARN TO SWIM PROGRAM	69,805	70,469	80,000	80,000	83,300
ANNUAL RENTAL FEES FOR CAPITAL	29,860	13,110	12,000	12,000	15,600
US WATER POLO RENTAL FEES	57,554	55,000	40,000	40,000	30,000
DONATIONS	22,950	250	250	250	-
MISCELLANEOUS REIMBURSEMENT	-	250	10	10	-
TRANSFERS IN	98,700	134,540	93,150	93,150	40,920
TOTALS FOR SOURCE	377,098	454,409	387,260	387,260	354,820
TOTAL JFTB POOL FUND	378,090	454,885	388,260	388,260	355,820
TOTAL SPECIAL REVENUE FUNDS	1,194,199	1,399,361	2,653,100	2,694,040	1,609,230

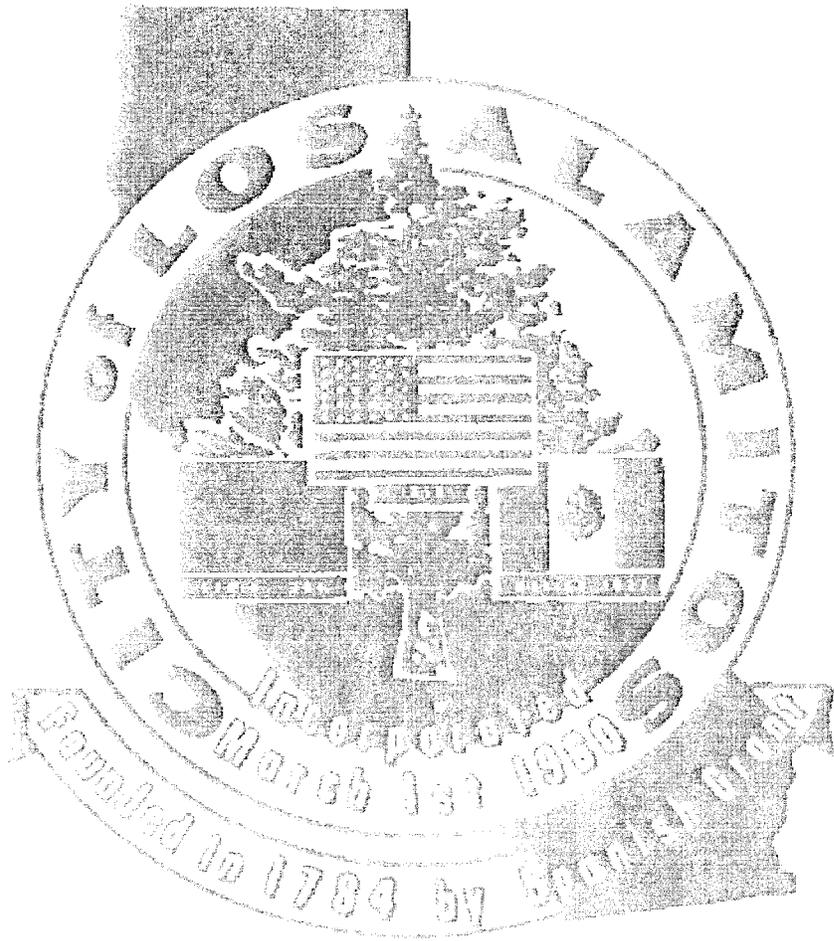
Revenue Detail

FUND/SOURCE DESCRIPTION	2006-07 ACTUAL	2007-08 ACTUAL	2008-09 BUDGET	2008-09 PROJECTED	2009-10 ADOPTED
<u>DEBT SERVICE FUND</u>					
<u>LAUREL PARK CERTIFICATES OF PARTICIPATION (COPS) FUND</u>					
USE OF MONEY & PROPERTY					
INTEREST WITH FISCAL AGENT	9,799	6,108	10,000	10,000	1,500
TOTALS FOR SOURCE	9,799	6,108	10,000	10,000	1,500
CHARGES FOR CURRENT SERVICES					
TRANSFERS IN	121,100	171,400	209,850	209,850	212,330
TOTALS FOR SOURCE	121,100	171,400	209,850	209,850	212,330
TOTAL LAUREL PARK COPS FUND	130,899	177,508	219,850	219,850	213,830
TOTAL DEBT SERVICE FUNDS	130,899	177,508	219,850	219,850	213,830
<u>CAPITAL PROJECT FUNDS</u>					
<u>TRAFFIC IMPROVEMENT FUND</u>					
USE OF MONEY & PROPERTY					
INVESTMENT EARNINGS	28,571	26,026	28,000	28,000	14,600
TOTALS FOR SOURCE	28,571	26,026	28,000	28,000	14,600
REVENUE FROM OTHER AGENCIES					
PROPOSITION 42	-	-	40,800	40,800	-
CITY OF CYPRESS MAINTENANCE AGREEMENT	10,000	10,000	10,000	10,000	10,000
CITY OF CYPRESS PROJECT DEVELOPMENT FEES	24,600	-	-	-	-
TOTALS FOR SOURCE	34,600	10,000	50,800	50,800	10,000
TOTAL TRAFFIC IMPROVEMENT FUND	63,171	36,026	78,800	78,800	24,600
<u>PARK DEVELOPMENT FUND</u>					
USE OF MONEY & PROPERTY					
INVESTMENT EARNINGS	15,211	10,604	12,000	12,000	6,240
TOTALS FOR SOURCE	15,211	10,604	12,000	12,000	6,240
CHARGES FOR CURRENT SERVICES					
PARK DEVELOPMENT FEES	-	9,300	-	-	-
TOTALS FOR SOURCE	-	9,300	-	-	-
TOTAL PARK DEVELOPMENT	15,211	19,904	12,000	12,000	6,240
TOTAL CAPITAL PROJECTS FUNDS	78,382	55,930	90,800	90,800	30,840

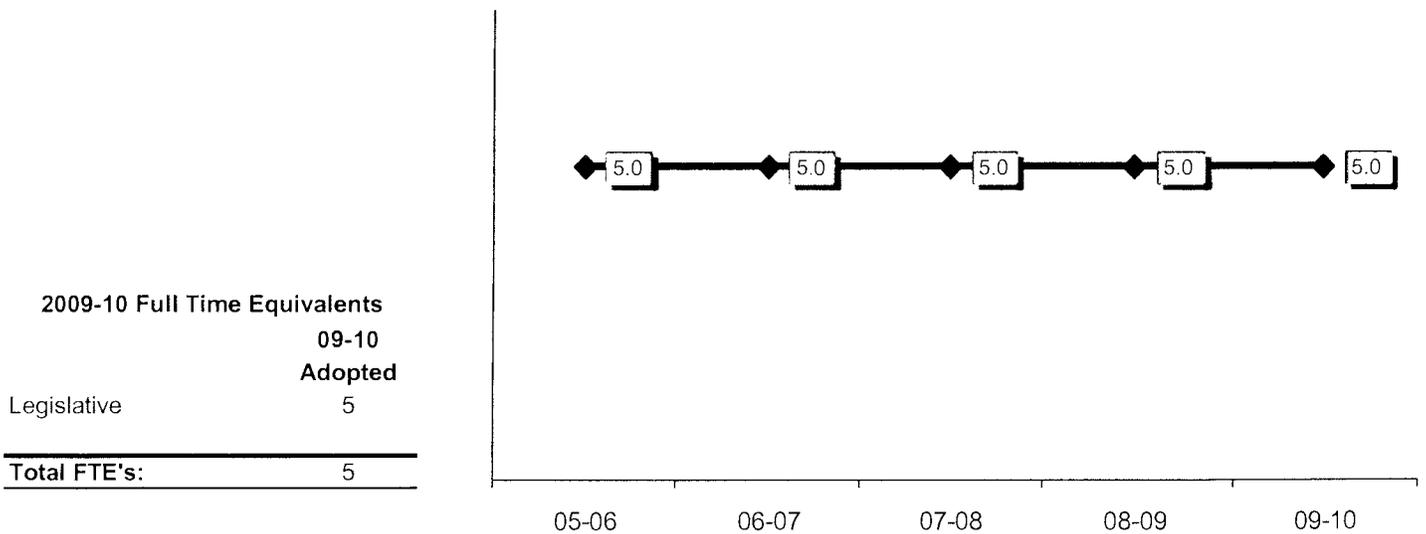
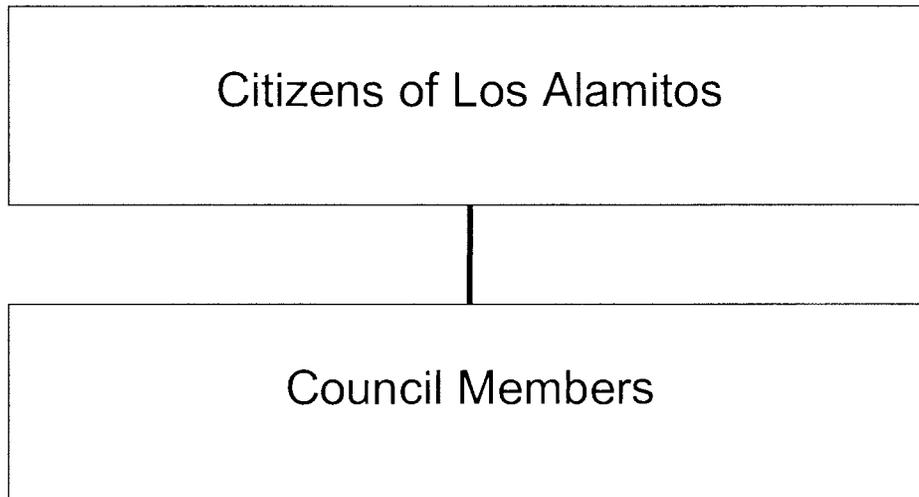
Revenue Detail

FUND/SOURCE DESCRIPTION	2006-07 ACTUAL	2007-08 ACTUAL	2008-09 BUDGET	2008-09 PROJECTED	2009-10 ADOPTED
<u>INTERNAL SERVICE FUNDS</u>					
<u>GARAGE FUND</u>					
USE OF MONEY & PROPERTY					
INVESTMENT EARNINGS	26,456	18,673	22,000	22,000	-
TOTALS FOR SOURCE	26,456	18,673	22,000	22,000	-
CHARGES FOR CURRENT SERVICES					
CHARGES TO OTHER FUNDS	272,405	219,950	255,420	255,420	248,020
SALE OF PROPERTY	788	8,712	3,000	3,000	-
TRANSFERS IN	-	426,641	-	-	-
TOTALS FOR SOURCE	273,193	655,303	258,420	258,420	248,020
TOTAL GARAGE FUND	299,649	673,976	280,420	280,420	248,020
<u>TECHNOLOGY REPLACEMENT FUND</u>					
USE OF MONEY & PROPERTY					
INVESTMENT EARNINGS	12,337	10,872	10,000	10,000	-
TOTALS FOR SOURCE	12,337	10,872	10,000	10,000	-
CHARGES FOR CURRENT SERVICES					
CHARGES TO OTHER FUNDS	75,000	74,800	137,630	137,630	148,570
TRANSFERS IN	-	267,000	-	-	-
TOTALS FOR SOURCE	75,000	341,800	137,630	137,630	148,570
TOTAL TECHNOLOGY REPLACEMENT FUND	87,337	352,672	147,630	147,630	148,570
TOTAL INTERNAL SERVICE FUNDS	386,986	1,026,648	428,050	428,050	396,590
GRAND TOTAL ALL FUNDS	12,709,739	14,241,952	14,530,910	14,566,450	13,103,620

Revenue Detail



Organizational Chart by Function



City Council

MISSION STATEMENT

The primary role of the City Council is to set legislative and fiscal policy for the City. As the elected legislative body, the Los Alamitos City Council is charged with making policy decisions for the City of Los Alamitos and setting the budget for the City of Los Alamitos.

DEPARTMENT GOALS

- *Annually support and implement the City of Los Alamitos Mission, Vision and Values through projects, programs and services*
- *Determine strategies, priorities and resource allocation needs for the achievement of community objectives*
- *Provide opportunity for the community to participate in city government through public meetings, workshops and board/commission meetings*

ACCOMPLISHMENTS FOR 2008-09

- *Adopted annual City Budget for FY 2008-09, which is representative of City needs*
- *Maintained a General Fund Balance Reserve*
- *Continued to work closely with outside agencies including the Joint Forces Training Base, the Los Alamitos Unified School District and the Rossmoor Community Services District*

PROGRAM DESCRIPTION

The City Council provides policy direction for the City of Los Alamitos and enacts all municipal legislation. The City Council directs the administration of its policy decisions through the City Manager for delegation to appropriate City staff.

SERVICE OBJECTIVES

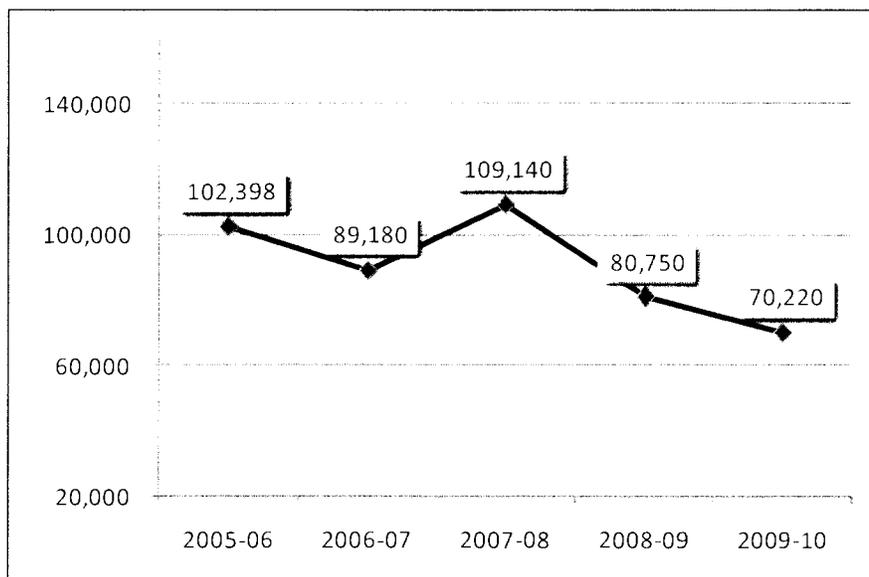
- *Provide for financial stability through strong financial oversight and strategic planning*
- *Provide the resources needed to maintain and improve the City's infrastructure, public safety and City services*
- *Work to expand the City's efforts in business retention and attraction through City Council participation*
- *Cultivate the existing positive relationship with Joint Forces Training Base*
- *Engage in the State and Federal legislative process to support legislation that benefits City and local government service delivery*
- *Maintain City's website to ensure that the residents of Los Alamitos maintain access and are connected to the City*
- *Conduct City Council meetings in a manner that recognizes legitimate differences of opinion, exercises mutual respect and professionalism among all participants*

WORK PLANS FOR 2009-10

- *Conduct City Council Meetings and Special Study Sessions*
- *Develop and adopt a balanced budget for Fiscal Year 2009-10*
- *Develop and adopt a Capital Improvement Program that identifies and addresses the infrastructure needs of the City*
- *Develop and implement a Legislative Action Plan*
- *Re-examine City Council Goals & Priorities*
- *Enhance the City's economic base through business retention and attraction*
- *Implement Action Plan for Los Alamitos Television*

FUNCTION		DEPARTMENT TITLE			
GENERAL GOVERNMENT SERVICES		CITY COUNCIL			
OBJECT CODE	EXPENSE CLASSIFICATION	2006-07 ACTUAL	2007-08 ACTUAL	2008-09 AMENDED BUDGET	2009-10 ADOPTED
SALARY & BENEFITS					
1002	REGULAR SALARIES	23,193	27,149	25,750	24,000
1501	PART-TIME RETIREMENT	870	1,018	970	900
1511	LIFE INSURANCE	1,299	454	210	0
1513	MEDICARE	314	393	370	350
SALARY & BENEFITS TOTAL		25,675	29,014	27,300	25,250
MAINTENANCE & OPERATIONS					
2001	SUPPLIES/DIVISION EXPENSE	10,954	8,394	4,800	4,800
2009	POSTAGE	532	286	600	600
2140	EMPLOYEE SERVICE AWARDS	766	5,771	2,500	2,500
2145	50TH ANNIVERSARY CELEBRATION	0	0	0	5,000
2180	MEETING CABLECASTING	2,881	3,837	3,800	3,800
2265	CELLULAR PHONE	3,323	3,753	1,500	0
2300	CONTRACTUAL SERVICES	0	1,970	450	0
2491	TECHNOLOGY CHARGES	0	5,600	5,730	1,900
2500	TRAVEL & MEETINGS	17,091	22,862	13,000	7,500
2505	COMMISSIONER APPRECIATION	9,022	8,060	5,100	3,000
2600	DUES & SUBSCRIPTIONS	18,936	19,593	15,970	15,870
MAINTENANCE & OPERATIONS TOTAL		63,504	80,126	53,450	44,970
DEPARTMENT TOTAL		89,180	109,140	80,750	70,220

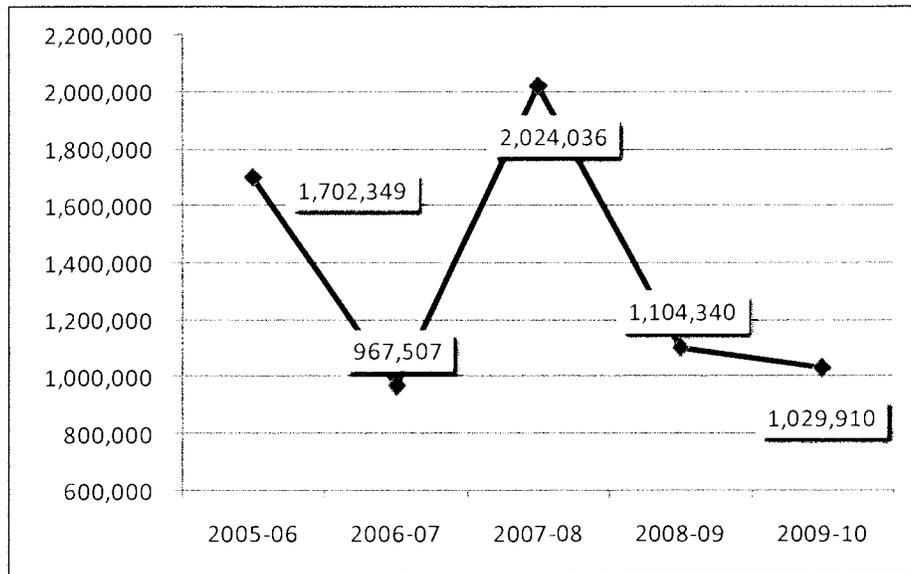
**Departmental Expenditures
FY 2005/06 – FY 2009/10**



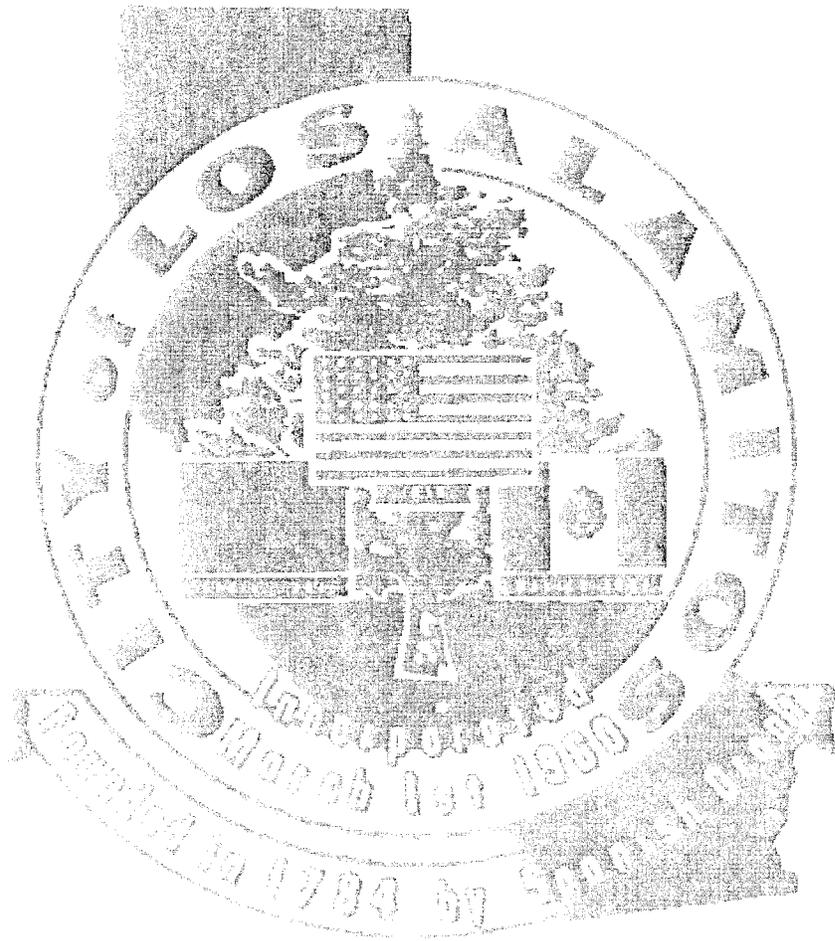
Non-Departmental

FUNCTION GENERAL GOVERNMENT SERVICES			DEPARTMENT TITLE NON DEPARTMENTAL		
OBJECT CODE	EXPENSE CLASSIFICATION	2006-07 ACTUAL	2007-08 ACTUAL	2008-09 AMENDED BUDGET	2009-10 ADOPTED
	SALARIES & BENEFITS				
	NO PERSONNEL ALLOCATIONS				
	SALARIES & BENEFITS TOTAL	-	-	-	-
	MAINTENANCE & OPERATIONS				
1082	RETIREE MEDICAL	146,356	159,334	134,700	132,000
2800	WORKERS' COMP ADMINISTRATION	0	5,908	18,000	18,150
2801	WORKERS' COMP PAYMENTS	250,523	260,081	173,000	150,000
2802	WORKERS' COMP INSURANCE	51,451	183,635	183,640	183,640
2803	WORKERS' COMP LEGAL SERVICES	0	1,347	0	0
2850	LIABILITY ADMINISTRATION	0	3,039	3,000	3,000
2851	LIABILITY CLAIMS	8,612	6,534	15,000	0
2852	LIABILITY INSURANCE	66,870	234,217	235,220	237,800
2853	LIABILITY LEGAL SERVICES	15,917	0	0	0
2860	PROPERTY INSURANCE	54,641	80,952	22,510	49,800
2870	EMPLOYEE BONDS	1,151	2,265	2,270	2,270
2891	LOSS-SALE OF PROPERTY	131,365	0	0	0
3170	CAPITAL IMPROVEMENT	0	15,054	14,000	0
4231	TRANSFERS OUT - RIVERS & MTNS CONSV	0	121,000	0	0
4240	TRANSFERS OUT - CDBG	821	0	0	0
4261	TRANSFERS OUT - DEBT SERVICE	121,100	171,400	209,850	212,330
4277	TRANSFERS OUT - JFTB POOL	98,700	134,540	93,150	40,920
4280	TRANSFERS OUT - CIP FUND	20,000	0	0	0
4284	TRANSFERS OUT - TECHNOLOGY REPLACE	0	267,000	0	0
4285	TRANSFERS OUT - GARAGE	0	377,730	0	0
	MAINTENANCE & OPERATIONS TOTAL	967,507	2,024,036	1,104,340	1,029,910
	DEPARTMENT TOTAL	967,507	2,024,036	1,104,340	1,029,910

Departmental Expenditures
FY 2005/06 – FY 2009/10

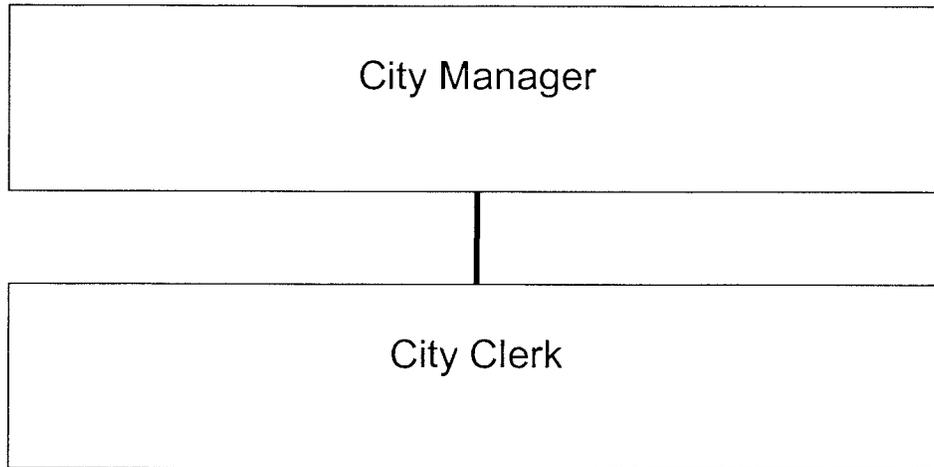


Non-Departmental



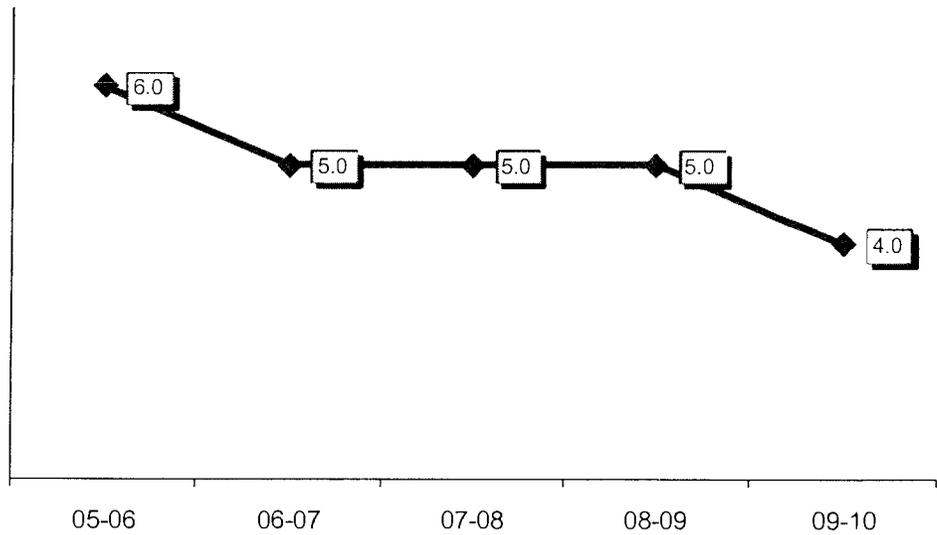
City Manager/City Clerk

Organizational Chart by Function



2009-10 Full Time Equivalents

	09-10 Adopted
Managerial	1
Professional	2
General	1
Total FTE's:	4



City Manager/City Clerk

CITY MANAGER

MISSION STATEMENT

To serve the City of Los Alamitos with strong leadership and vision. To promote effective involvement from the Los Alamitos City Council, City staff and residents in fulfilling and identifying our community's current and future needs.

DEPARTMENT GOALS

- *Present a balanced budget to City Council*
- *Identify and implement strategies for enhancing the City's revenue stream*
- *Enhance community awareness and participation in city government*
- *Expand recycling programs*
- *Manage the City television (PEG) station to expand the community's awareness and knowledge of their local government*
- *Participate in the planned and projected uses of the Joint Forces Training Base*
- *Pursue partnership opportunities with organizations including the Joint Forces Training Base, the Los Alamitos Unified School District and the Los Alamitos Chamber of Commerce*
- *Remain engaged in the status of the Rossmoor governance*

ACCOMPLISHMENTS FOR 2008-09

- *Administered the FY 2008-09 General Fund and managed City personnel consisting of 60 full time employees*

PROGRAM DESCRIPTION

The City Manager is responsible for the implementation of policies set by the City Council; the execution of the adopted budget; the identification of legislative priorities and the overall management of each City Department.

SERVICE OBJECTIVES

- *Support the City Council in their representation of residents and businesses through effective implementation of their policy direction*
- *Develop a management team that is committed to serving the community*
- *Constantly strive to enhance the financial position of the City*
- *Ensure that the City is a place where residents are safe and where businesses thrive*

WORK PLANS FOR 2009-10

- *Oversee the budget preparation process*
- *Implement expanded recycling programs*
- *Present fee recommendations for City Council consideration*
- *Prepare Request for Proposal for Real Estate Market Study*
- *Prepare Request for Proposal for Economic Development Strategy Study*

CITY CLERK

MISSION STATEMENT

The City Clerk is committed to providing exceptional customer service; supporting City Council and staff; administering City Elections and managing City records.

DEPARTMENT GOALS

- *Produce City Council agendas and minutes*
- *Expand electronic record retention efforts*
- *Process and maintain City records in accordance with the laws of the State of California*
- *Codify and maintain the City of Los Alamitos Municipal Code*
- *Enhance access to the public process and records for members of the public*
- *Provide for long-term records storage for all City documents*

ACCOMPLISHMENTS FOR 2008-09

- *City Clerk prepared agendas and minutes for 50 City Council meetings*
- *Provided travel arrangements for City Council Members*
- *Coordinated Fair Political Practices Commission filings*
- *Administered recruitments and interviews for Commissions*
- *Conducted 2008 Municipal Election*

PROGRAM DESCRIPTION

The City Clerk is responsible for the coordination of the City Council's administrative activities and legislative efforts. These efforts include the maintenance of the Municipal Code and the City's record management system. The City Clerk serves as the local Elections Official and coordinates municipal elections.

SERVICE OBJECTIVES

- *Conduct municipal elections*
- *Maintain the Los Alamitos Municipal Code*
- *Provide access to public documents*
- *Enforce campaign filing regulations for office holders and candidates*

WORK PLANS FOR 2009-10

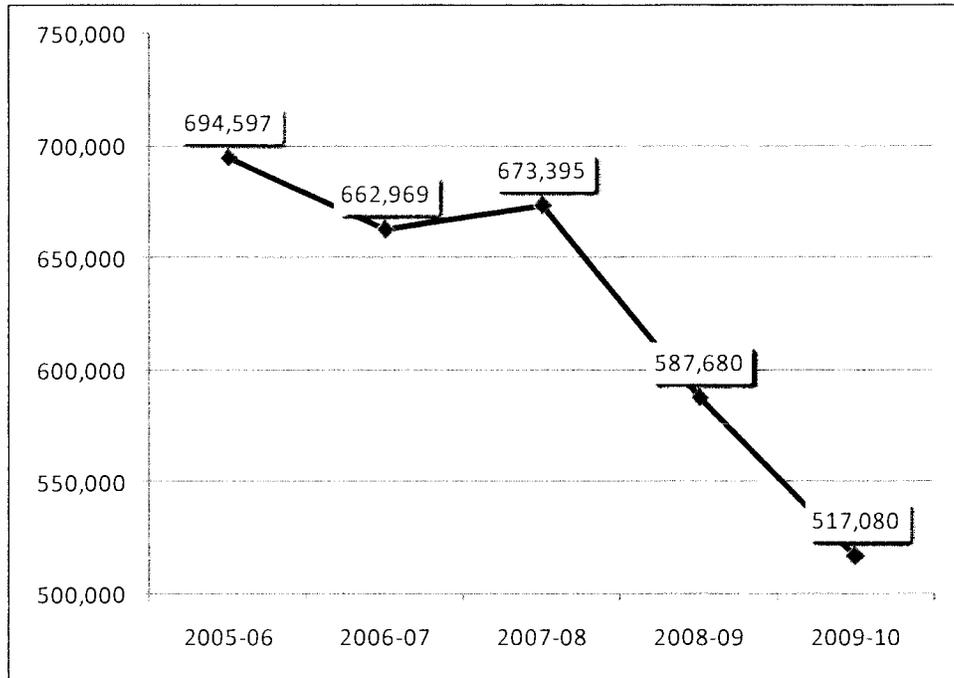
- *Continue the records retention program and FPPC annual filings*
- *Prepare and produce City Council agendas and minutes*

City Manager/City Clerk

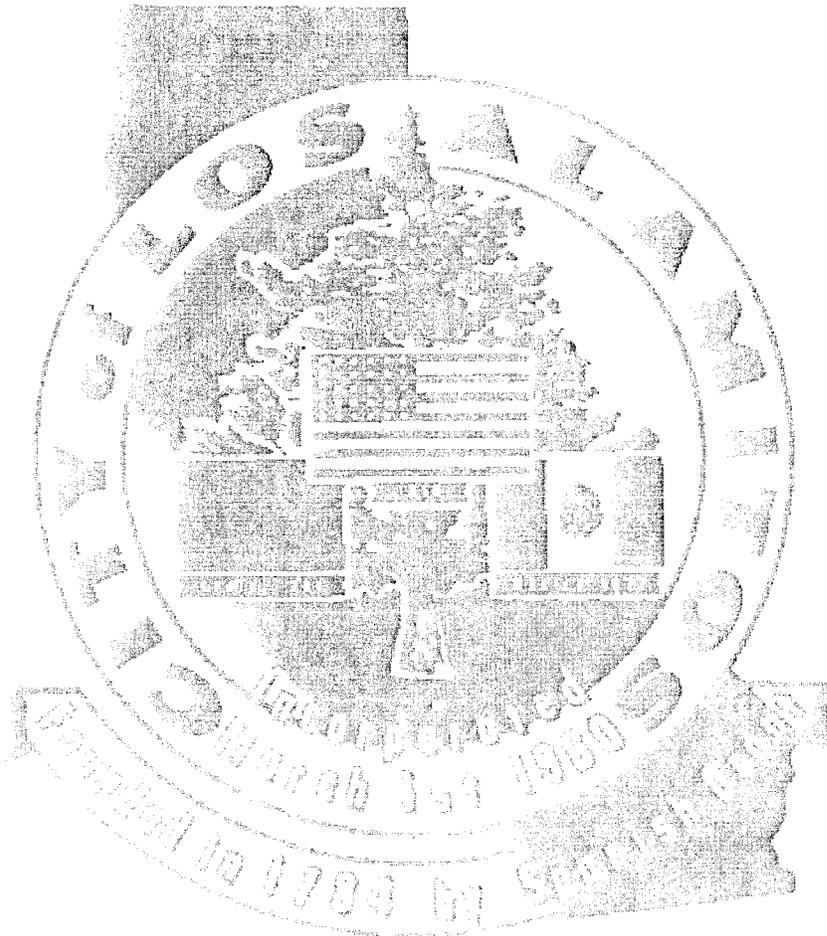
FUNCTION		DEPARTMENT TITLE			
GENERAL GOVERNMENT SERVICES		CITY MANAGER/CITY CLERK			
OBJECT CODE	EXPENSE CLASSIFICATION	2006-07 ACTUAL	2007-08 ACTUAL	2008-09 AMENDED BUDGET	2009-10 ADOPTED
	SALARY & BENEFITS				
1001	SALARIES - FULLTIME	406,033	278,911	393,040	359,020
1003	HOURLY	520	113,187	0	0
1050	OVERTIME	0	68	360	0
1060	SICK LEAVE CONVERSION	810	0	730	0
1061	VACATION CONVERSION	2,064	138,800	0	0
1500	RETIREMENT	57,809	42,331	60,020	58,520
1501	P/T RETIREMENT	20	0	0	0
1510	MEDICAL/DENTAL/VISION INSURANCE	26,278	30,806	42,400	36,480
1511	LIFE INSURANCE	1,693	1,124	1,620	1,530
1512	DISABILITY INSURANCE	1,727	1,333	1,610	1,450
1513	MEDICARE	6,410	7,788	5,890	5,390
1520	EAP PROGRAM	275	23	0	0
1550	UNEMPLOYMENT COMPENSATION	1,800	0	0	0
1551	CAR ALLOWANCE	6,000	1,250	6,000	6,000
1552	SPECIAL SKILLS PAY	11,723	11,793	12,700	12,600
1555	DEFERRED COMPENSATION	3,331	874	0	0
1558	CELLULAR PHONE ALLOWANCE	285	0	0	0
1559	SALARY SAVINGS	0	0	(14,390)	0
	SALARY & BENEFITS TOTAL	526,778	628,288	509,980	480,990
	MAINTENANCE & OPERATIONS				
2001	SUPPLIES/DIVISION EXPENSE	8,436	3,833	4,000	4,000
2005	INTERNET EXPENSE	1,668	1,604	0	0
2009	POSTAGE	460	193	500	200
2170	ELECTIONS	9,753	630	10,000	0
2260	TELEPHONE	0	336	0	0
2265	CELLULAR PHONE	977	2,360	750	960
2300	CONTRACTUAL SERVICES	87,965	16,107	33,890	0
2315	CODIFICATION SERVICE	7,931	2,843	3,000	3,000
2400	MAINTENANCE-OFFICE EQUIPMENT	215	0	0	0
2490	EQUIPMENT CHARGES	0	2,970	3,270	3,180
2491	TECHNOLOGY CHARGES	11,250	5,600	15,290	17,210
2500	TRAVEL & MEETINGS	5,429	5,557	5,000	5,000
2550	TRAINING	350	1,685	0	1,200
2570	MILEAGE REIMBURSEMENT	0	406	0	0
2600	DUES & SUBSCRIPTIONS	1,759	983	2,000	1,340
	MAINTENANCE & OPERATIONS TOTAL	136,192	45,107	77,700	36,090
	DEPARTMENT TOTAL	662,969	673,395	587,680	517,080

City Manager/City Clerk

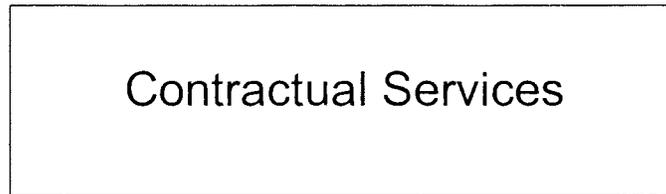
Departmental Expenditures
FY 2005/06 – FY 2009/10



City Manager/City Clerk



Organizational Chart by Function



City Attorney

MISSION STATEMENT

The City Attorney provides comprehensive legal services for the City of Los Alamitos. This service consists of providing legal staff at City Council meetings and appropriate commissions; the preparation and review of ordinances; the preparation of contracts and providing legal counsel to City Departments. Significant areas of responsibility include civil litigation and code enforcements issues.

DEPARTMENT GOALS

- *Maintain open communication with the City Council, Planning Commission, other advisory bodies and with all City Departments to assist them in achieving and implementing their goals*
- *Provide high quality and timely legal services to City Council, Planning Commission and City Departments*
- *Maintain cost effective legal services*
- *Develop public confidence in the City Attorney*

ACCOMPLISHMENTS FOR 2008-09

- *Processed ordinance amendments and resolutions for City Council approval*
- *Provided legal advice on potential litigation cases*
- *Staffed City Council meetings*

PROGRAM DESCRIPTION

The City Attorney is responsible for the review of resolutions; providing advice and representation regarding labor issues; and giving legal representation to the West Comm JPA, including labor issues.

SERVICE OBJECTIVES

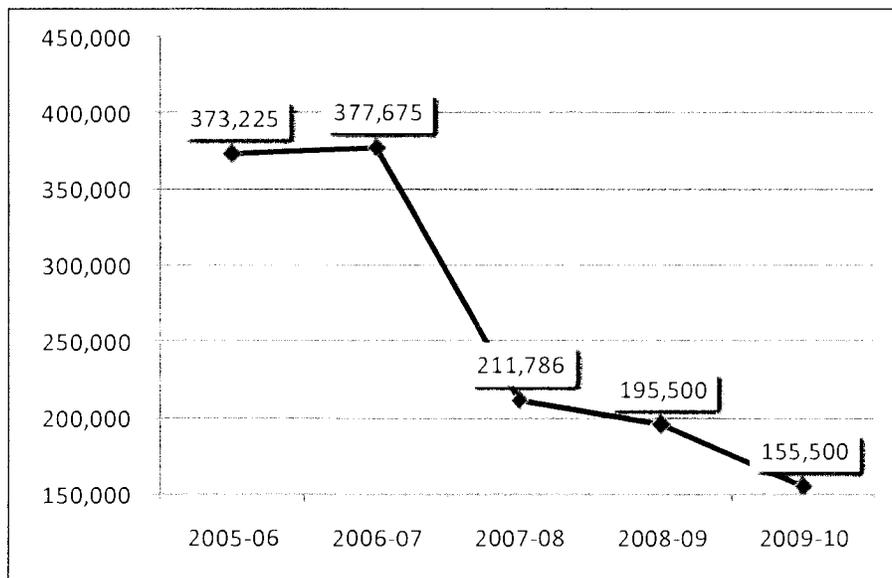
Provide legal services and legal advice to the City Council, Planning Commission, City Departments and all City advisory bodies.

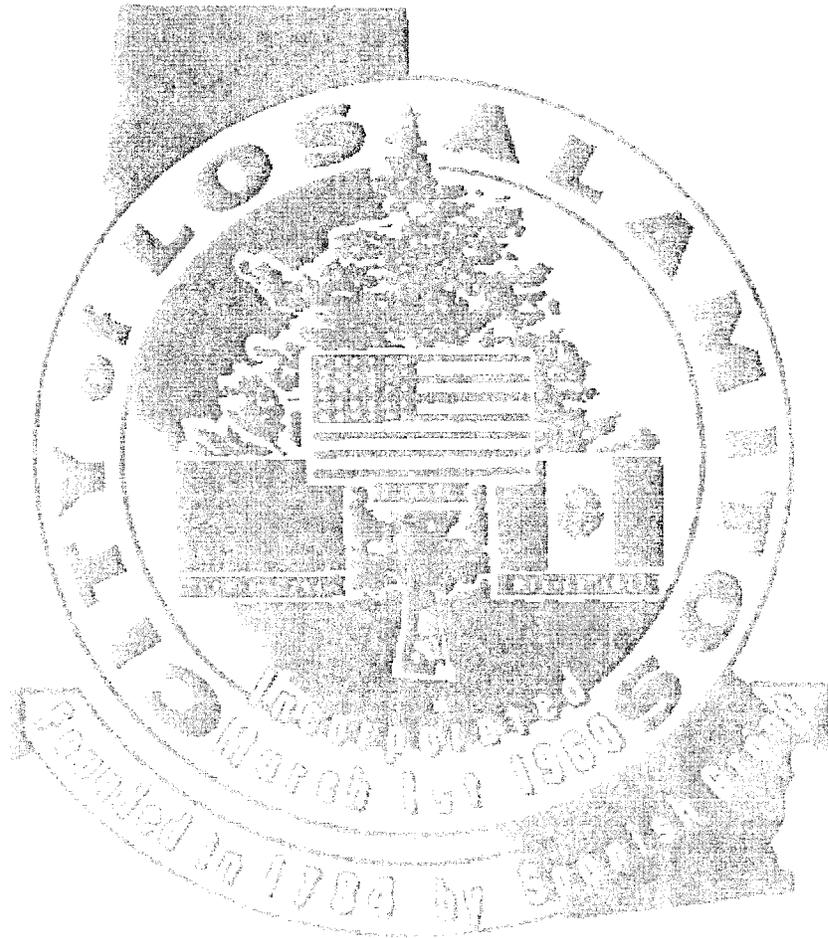
WORK PLANS FOR 2009-10

- *Provide legal service at City Council and Planning Commission meetings*
- *Prepare and review ordinances, resolutions, contracts and other documents*
- *Provide legal advice to the City Council and City Departments*

FUNCTION		DEPARTMENT TITLE			
GENERAL GOVERNMENT SERVICES		CITY ATTORNEY			
OBJECT CODE	EXPENSE CLASSIFICATION	2006-07 ACTUAL	2007-08 ACTUAL	2008-09 AMENDED BUDGET	2009-10 ADOPTED
	SALARIES & BENEFITS				
	NO PERSONNEL ALLOCATIONS				
	SALARIES & BENEFITS TOTAL	-	-	-	-
	MAINTENANCE & OPERATIONS				
2300	CONTRACTUAL SERVICES	373,845	211,786	190,000	150,000
2310	LITIGATION	3,830	0	5,000	5,000
2600	DUES & SUBSCRIPTIONS	0	0	500	500
	MAINTENANCE & OPERATIONS TOTAL	377,675	211,786	195,500	155,500
	DEPARTMENT TOTAL	377,675	211,786	195,500	155,500

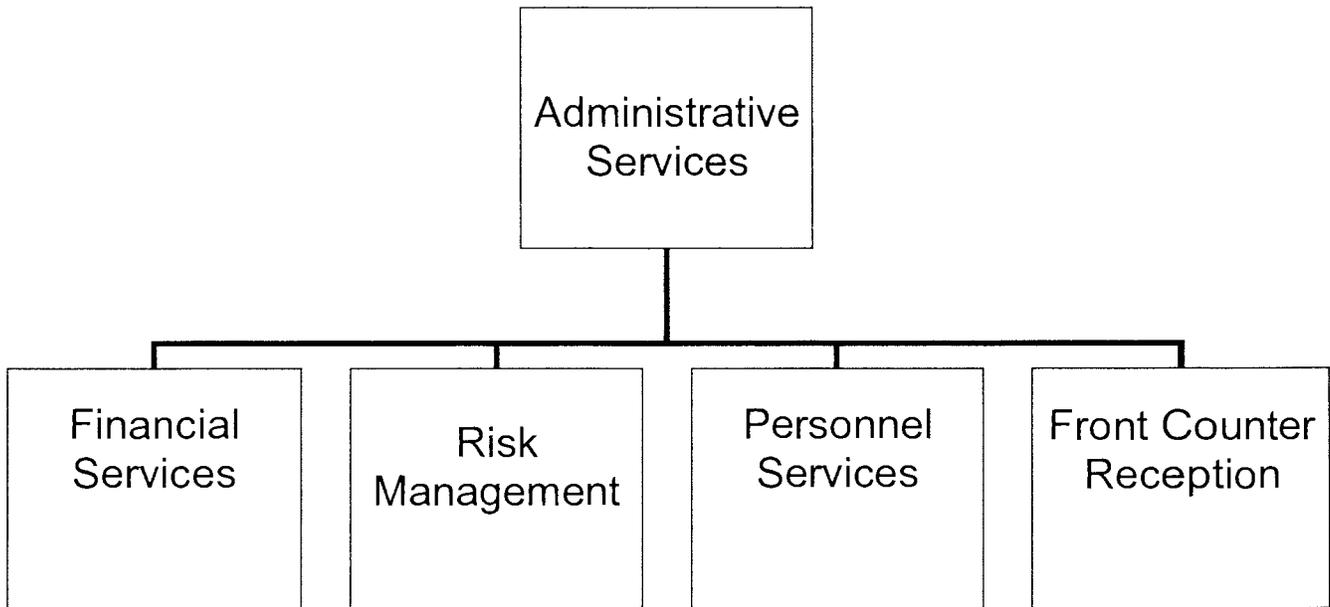
**Departmental Expenditures
FY 2005/06 – FY 2009/10**





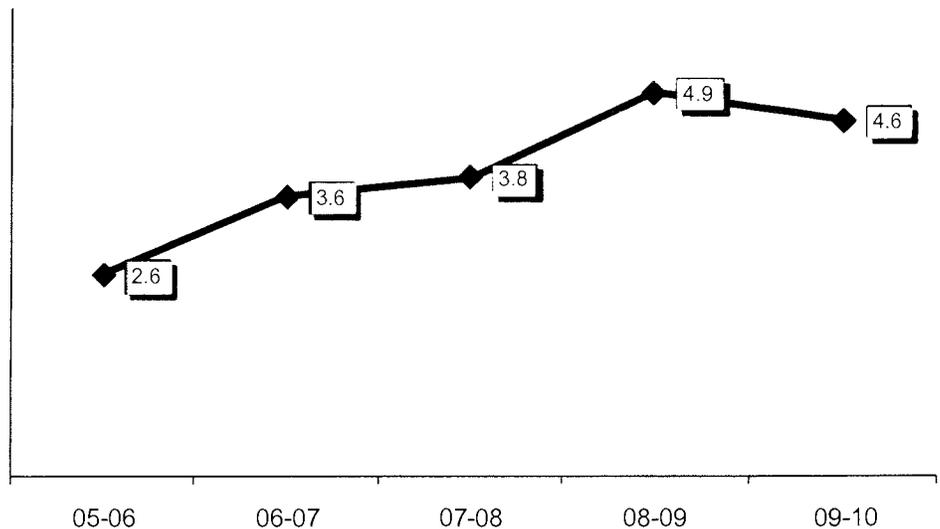
Administrative Services

Organizational Chart by Function



2009-10 Full Time Equivalents

	09-10 Adopted
Managerial	2
Professional	1
Part Time	1.6
Total FTE's:	4.6



Administrative Services

MISSION STATEMENT

To maintain excellence in financial recording and reporting, ensuring the City's long-term fiscal health. To provide excellent service to both our internal and external customers maintaining the highest level of accuracy, accountability, and timeliness.

DEPARTMENT GOALS

- *Prepare an Operating and Capital Improvement Program Budget that is both balanced and performance driven*
- *Provide timely quarterly budget updates to the City Council, including both revenues and expenditures*
- *Prepare a Comprehensive Annual Financial Report (CAFR) that continues to qualify for the Government Finance Officers' Association (GFOA) Award of Excellence in Financial Reporting*
- *Prepare a five year financial trend analysis*
- *Prepare a five year financial forecast*
- *Work jointly with the City Manager's Office and other departments to enhance the City's revenue sources*
- *Manage the City's investment portfolio in accordance with State and City ordinances and policies*
- *Retain a qualified work force*
- *Negotiate labor agreements with employee groups*
- *Implement technology, where appropriate and cost-effective, to enhance efficiency and effectiveness of City Departments*
- *Implement new financial software for accurate accounting and reporting of City transactions*

ACCOMPLISHMENTS FOR 2008-09

- *Prepared the Operating and Capital Improvement Program Budget for Fiscal Year 2009-10*
- *Improved the budgeting process to implement efficiencies and keep stakeholders informed throughout the process*
- *Prepared the Comprehensive Annual Financial Report (CAFR) for Fiscal Year Ending June 30, 2008 and submitted for recognition to the Government Finance Officers Association (GFOA) for the Certificate of Achievement for Excellence in Financial Reporting. This is the City's first submittal to GFOA.*
- *Prepared quarterly financial reports for the City Council's review of revenues and expenditures*
- *Selected new financial software (Tyler Technologies Incode) for implementation in upcoming fiscal year.*

PROGRAM DESCRIPTION

- *To provide timely, accurate financial recording and reporting. Assist operating departments achieve their objectives and at the same time ensure the City of Los Alamitos' long-term fiscal health.*
- *To develop and retain a diverse, high-quality workforce to serve the City of Los Alamitos. This includes providing benefits and training that is of value to our employees.*
- *To promote and facilitate the use of information technology in fulfilling the operational goals of the City of Los Alamitos.*
- *To schedule and update all mandated training of City employees, i.e., diversity training, sexual harassment for supervisors, etc.*

SERVICE OBJECTIVES

- *Provide courteous, efficient service to all internal and external customers 100% of the time*
- *Coordinate all financial audits, including the City's annual audit, the federal Single Audit, and other State agency audits that may be required*
- *Maintain accurate accounting records for the City's funds*

Administrative Services

SERVICE OBJECTIVES (CONTINUED)

- *Prepare timely and accurate financial reports, include the Annual Operating and Capital Improvement Program Budget, the Comprehensive Annual Financial Report, the Quarterly Report for City Council review, and other required reporting to the State of California*
- *Maintain all hiring policies and practices and provide a process for all hiring departments to recruit, select, and retain qualified employees*
- *Review and process valid workers' compensation and liability claims*

WORK PLANS FOR 2009-10

- *Work with the City Manager's Office and departments to produce a balanced budget that incorporates the City Council's goals and objectives*
- *Establish a performance based budget utilizing departmental performance measures*
- *Enhance the quarterly financial report to include more graphics*
- *Retain professional audit firm to perform the financial audit of the City's financial records*
- *Improve the City's year-end closing process and improve preparation for the City's annual financial audit*
- *Submit an award-winning Comprehensive Annual Financial Report to the Government Finance Officer's Association for the Award of Excellence in Financial Reports.*
- *Utilizing past financial trends and information gathered from economic indicators, prepare the foundational documents for a City Long-Term Financial Plan document, including a five-year trend analysis and a five-year financial forecast*
- *Review the City's revenue collection procedures and propose recommendations for improved collection procedures*
- *Review other revenue options and propose recommendations for possible increases to revenues that include grant opportunities.*

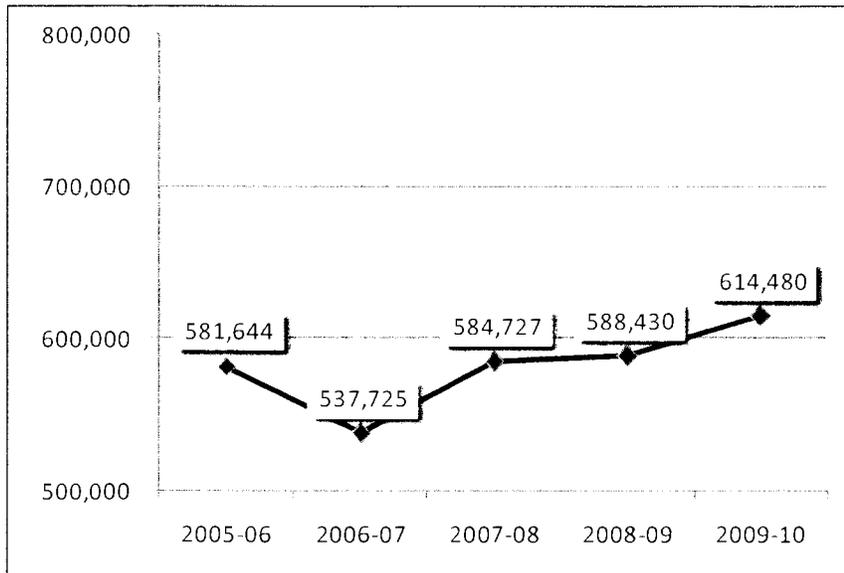
Administrative Services

FUNCTION		DEPARTMENT TITLE			
GENERAL GOVERNMENT SERVICES		ADMINISTRATIVE SERVICES			
OBJECT CODE	EXPENSE CLASSIFICATION	2006-07 ACTUAL	2007-08 ACTUAL	2008-09 AMENDED BUDGET	2009-10 ADOPTED
SALARY & BENEFITS					
1001	SALARIES - FULLTIME	94,107	200,667	278,200	267,550
1003	HOURLY	21,153	52,352	63,300	59,480
1050	OVERTIME	824	178	500	500
1060	SICK LEAVE CONVERSION	0	0	710	1,590
1061	VACATION CONVERSION	17,731	776	0	0
1500	RETIREMENT	13,198	28,792	41,150	42,130
1501	PART-TIME RETIREMENT	819	1,970	2,380	2,230
1510	MEDICAL/DENTAL/VISION INSURANCE	5,326	4,879	27,000	22,200
1511	LIFE INSURANCE	387	1,009	1,190	1,170
1512	DISABILITY INSURANCE	498	697	1,090	1,090
1513	MEDICARE	1,964	3,718	4,970	4,770
1516	INSURANCE ADMIN COST	2,649	1,753	2,000	3,600
1520	EAP PROGRAM	165	4,548	5,000	5,000
1550	UNEMPLOYMENT COMPENSATION	0	161	0	1,000
1551	CAR ALLOWANCE	975	3,621	3,600	3,600
1558	CELLULAR PHONE ALLOWANCE	45	0	0	0
1559	SALARY SAVINGS	0	0	(53,000)	0
SALARY & BENEFITS TOTAL		159,840	305,120	378,090	415,910
MAINTENANCE & OPERATIONS					
2001	SUPPLIES/DIVISION EXPENSE	19,559	20,316	17,000	14,500
2009	POSTAGE	1,018	0	6,500	2,000
2010	SANITATION DISTRICT USER FEE	2,425	4,782	2,500	0
2011	PRE-EMPLOYMENT PHYSICALS	5,151	5,693	4,000	4,000
2012	ADVERTISING	885	1,705	1,000	1,000
2013	ORAL BOARD EXPENSE	483	421	500	500
2260	TELEPHONE	7,216	8,040	9,000	9,000
2265	CELLULAR PHONE	0	306	300	0
2300	CONTRACTUAL SERVICES	162,072	80,660	18,150	7,920
2306	SALES TAX CONTRACT	10,046	3,600	3,600	3,600
2307	ANIMAL CONTROL CONTRACT	66,512	68,158	76,970	79,280
2308	AUDIT SERVICES	26,270	18,515	26,550	27,490
2317	ACCOUNTING SERVICES	36,154	27,784	0	0
2400	MAINTENANCE-OFFICE EQUIPMENT	716	603	800	1,000
2401	MAINTENANCE-TELEPHONE EQUIPMENT	5,999	4,982	0	0
2410	MAINTENANCE-COPIERS	154	0	0	0
2420	MAINTENANCE-COMPUTERS	3,588	0	0	0
2422	NETWORK SUPPORT	1,301	475	0	0
MAINTENANCE & OPERATIONS (SUBTOTAL)		349,548	246,040	166,870	150,290

Administrative Services

FUNCTION		DEPARTMENT TITLE			
GENERAL GOVERNMENT SERVICES		ADMINISTRATIVE SERVICES			
OBJECT CODE	EXPENSE CLASSIFICATION	2006-07 ACTUAL	2007-08 ACTUAL	2008-09 AMENDED BUDGET	2009-10 ADOPTED
2490	EQUIPMENT CHARGES	0	2,970	3,270	3,180
2491	TECHNOLOGY CHARGES	6,750	7,800	15,290	16,120
2500	TRAVEL & MEETINGS	48	2,604	1,550	1,550
2550	TRAINING	40	2,410	5,200	7,700
2600	DUES & SUBSCRIPTIONS	793	1,125	1,730	1,730
2650	NON-CAPITAL FURNITURE & EQUIPMENT	4,083	0	0	0
2660	LEASED EQUIPMENT	16,623	16,658	16,430	18,000
MAINTENANCE & OPERATIONS TOTAL		377,886	279,607	210,340	198,570
DEPARTMENT TOTAL		537,725	584,727	588,430	614,480

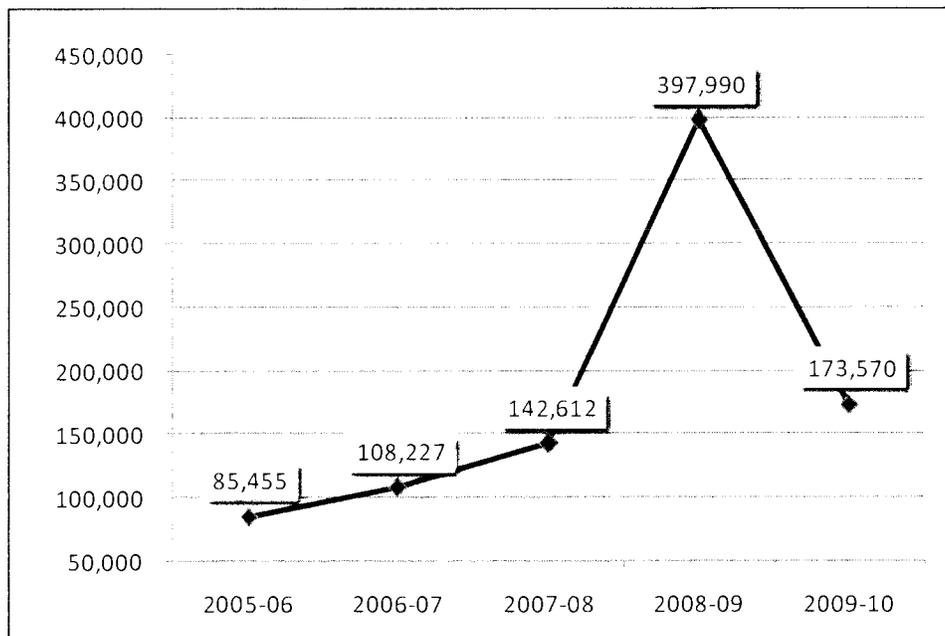
**Departmental Expenditures
FY 2005/06 – FY 2009/10**



Technology Replacement Fund

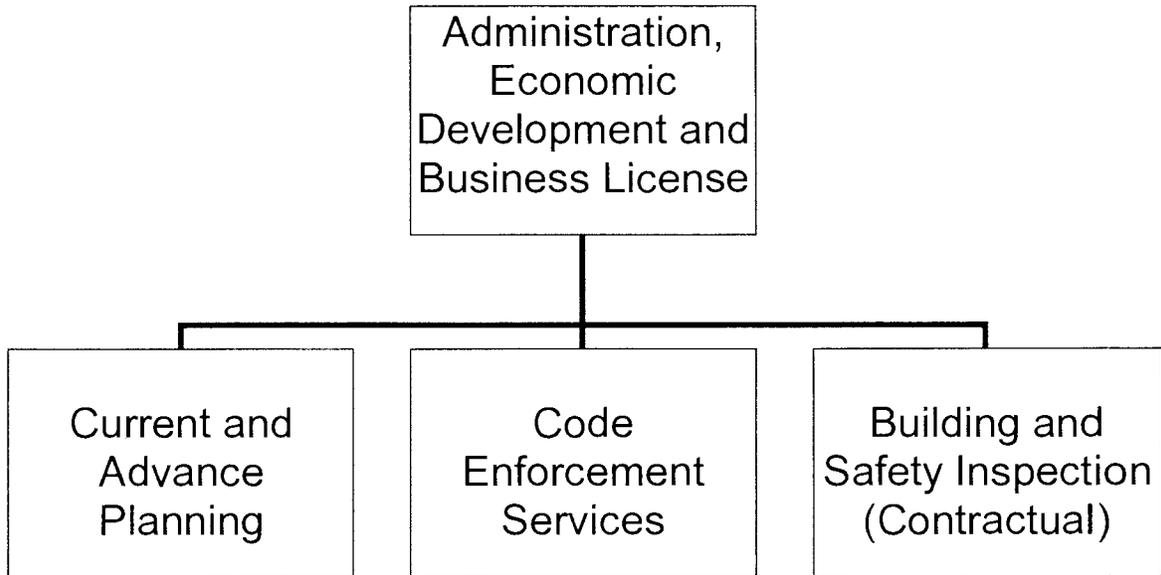
FUNCTION		DEPARTMENT TITLE			
GENERAL GOVERNMENT SERVICES		TECHNOLOGY REPLACEMENT FUND			
OBJECT CODE	EXPENSE CLASSIFICATION	2006-07 ACTUAL	2007-08 ACTUAL	2008-09 AMENDED BUDGET	2009-10 ADOPTED
	SALARIES & BENEFITS				
	NO PERSONNEL ALLOCATIONS				
	SALARIES & BENEFITS TOTAL	-	-	-	-
	MAINTENANCE & OPERATIONS				
2001	SUPPLIES	0	32	2,000	2,000
2005	INTERNET EXPENSE	0	72	0	0
2300	CONTRACTUAL SERVICES	35,871	83,693	87,570	87,570
2301	MAINTENANCE SUPPORT CONTRACT	0	6,992	48,060	59,000
2650	NON-CAPITAL FURNITURE & EQUIPMT	45,131	3,360	1,360	0
3150	COMPUTERS	24,749	27,825	9,000	21,000
3152	TELEPHONE SYSTEM	2,476	0	0	0
3158	SOFTWARE	0	20,638	250,000	4,000
	MAINTENANCE & OPERATIONS TOTAL	108,227	142,612	397,990	173,570
	DEPARTMENT TOTAL	108,227	142,612	397,990	173,570

**Departmental Expenses
FY 2005/06 – FY 2009/10**



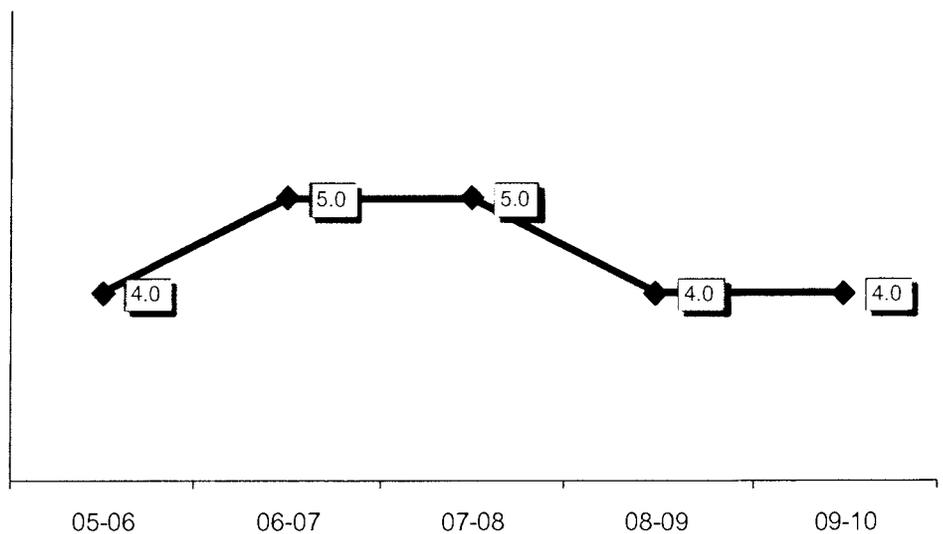
Community Development

Organizational Chart by Function



2009-10 Full Time Equivalents

	09-10 Adopted
Managerial	1
General	3
Total FTE's:	4



Community Development

MISSION STATEMENT

Under the direction of the City Manager, the primary responsibility of the Community Development Department is to establish the long range vision for the City of Los Alamitos and to maintain the mechanisms to guide physical development to promote livability, aesthetic value, and economic development.

DEPARTMENT GOALS

- *Manage the development review process in a friendly and efficient manner to the business, development, and residential communities.*
- *Ensure that development proposals are reviewed in an accurate and consistent manner, and in compliance with the City's General Plan, Municipal and Zoning Code, Building and Fire Codes, as well as other state and federal regulations.*
- *Work with the community to ensure compliance with land use and development standards; construction, health, safety, and environmental regulations; and, adherence to the General Plan for the purpose of enhancing the quality of life for the citizens of Los Alamitos.*
- *Ensure that the long-term vision for the future of the City is current through periodic updating of the City's General Plan.*
- *Draft work plan for the eventual consideration of an update of the General Plan.*

ACCOMPLISHMENTS FOR 2008-09

- *Processed the application for a proposed Self Storage Facility and provided four public hearing opportunities.*
- *Completed six (6) conditional use permit applications and reviewed site plan for a proposed drug store.*
- *Completed customer service training through the City's Joint Powers Insurance Authority.*
- *Implemented a new program of walking properties with applicants.*
- *Implemented the new Business Visitation Program.*
- *Processed numerous applications for development proposals which included a restaurant, dialysis center, drug store, self storage, office development, the demolition of an industrial building and dozens of tenant improvements and home additions.*
- *Enhanced the National Pollution Discharge Elimination System program which provides inspections to businesses.*
- *Updated City's web site to make more information available related to department rules and regulations.*
- *Along with the Commission, implemented several code revisions that clarified ambiguities in the code and responded to changes in technologies.*

PLANNING

PROGRAM DESCRIPTION

This program provides comprehensive and long-range land, environmental, and policy planning, as well as short range planning functions that include maintaining and implementing the City's General Plan and Zoning Ordinance; facilitating interdepartmental coordination; reviewing proposed legislation; ensuring compliance with legislative mandates; reviewing all development applications for compliance with zoning and subdivision ordinances. The Planning Division also provides demographic data and analysis, as well as land use and environmental information to the public and City staff in order to facilitate an ongoing understanding of the community.

The role of this division in its advance planning and current planning activities is to implement the City Council's goals for the physical development of the community as stated in the Los Alamitos General Plan and the Los Alamitos Zoning Code.

Community Development

PLANNING (Continued)

SERVICE OBJECTIVES

- *Provide a high level of customer service and responsiveness to residents, businesses, developers and other members of the public through personal interaction at the front counter, over the telephone, and in response to written requests.*
- *Provide timely and accurate processing of discretionary development cases including General Plan Amendments, Zone Changes, Conditional Use Permits, Variances and Site Plan Reviews.*
- *Facilitate City's review of development projects with other City departments for compliance with regulatory requirements.*
- *Administer provisions of the Zoning Code and other adopted documents.*
- *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 Los Alamitos.*

WORK PLAN FOR 2009-10

- *Comprehensively and critically evaluate the City's development review process with a goal of determining areas that may be improved.*
- *Comprehensively evaluate the Zoning Code which will include identification of provisions that have historically been difficult to implement or have been found to be ambiguous and develop recommendations for corrective action.*
- *Work with representatives from Los Alamitos Hospital to develop a long-term plan for growth for consideration by the City.*
- *Explore opportunities to participate in and/or provide input regarding any development proposals on the Joint Forces Training Base in order to represent the City's interests associated with such endeavors.*

BUILDING AND SAFETY

PROGRAM DESCRIPTION

The Building and Safety Division provides services to the community in their building and development projects. Professional, trained staff performs field inspections at various phases of construction. These inspections are conducted to ensure that the project is in conformance with applicable Building codes. The Building department works collaboratively with other agencies to ensure that projects do not proceed without appropriate approvals. The Building Division is available in the morning and the afternoon to answer questions and process permits.

SERVICE OBJECTIVES

- *Process approximately 30 permits and 120 inspections per month.*
- *Provide daily morning and afternoon counter hours as well as daily inspection services.*
- *Attend and participate in NPDES programs.*
- *Update files and computer systems.*
- *Work with Director in evaluating the development tracking system to create procedures and processes for ensuring timely review of building proposals in coordination with other departments.*

Community Development

BUILDING AND SAFETY (CONTINUED)

WORK PLAN FOR 2009-10

- *Provide the opportunity for Building Staff to obtain certification in building codes.*
- *Continue to gain knowledge in the new code.*
- *Attend and participate in NPDES programs.*
- *Update files and computer systems.*
- *Provide an electronic interactive Plan Check Log sheet that other departments can utilize.*

CODE ENFORCEMENT

PROGRAM DESCRIPTION

Code Enforcement provides enforcement of the City's Municipal Code as it relates to neighborhood and community issues. Through a combination of field inspections and research, violations are documented and a Notice of Violation may be issued if warranted. The Code Enforcement Officer follows a case from receipt to closure, sometimes involving court proceedings and Administrative Citations to gain compliance.

The fundamental goal of Code Enforcement is to seek compliance with the City's Code and achieve a safe, clean, and healthy living and working community environment. The categories of enforcement include, but are not limited to, property maintenance violations, non-conforming advertising practices, sub-standard housing conditions, expired business license enforcement, and un-permitted construction.

SERVICE OBJECTIVES

- *Take action as soon as possible on each reported violation.*
- *Implementation of code revisions as clarification is deemed necessary.*
- *Take a pro active approach to maintain City standards in problem areas.*
- *Keep current with the latest methods and technology through continued education and association with professional organizations.*

WORK PLAN FOR 2009-10

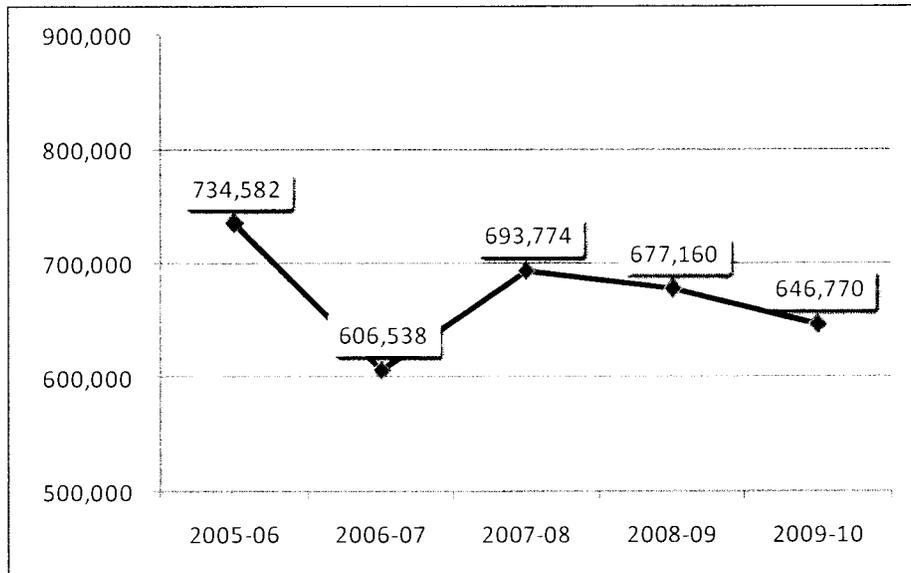
- *Open approximately 40 to 50 new code enforcement cases monthly.*
- *Continue to monitor and follow-up on existing cases until compliance is achieved.*

Community Development

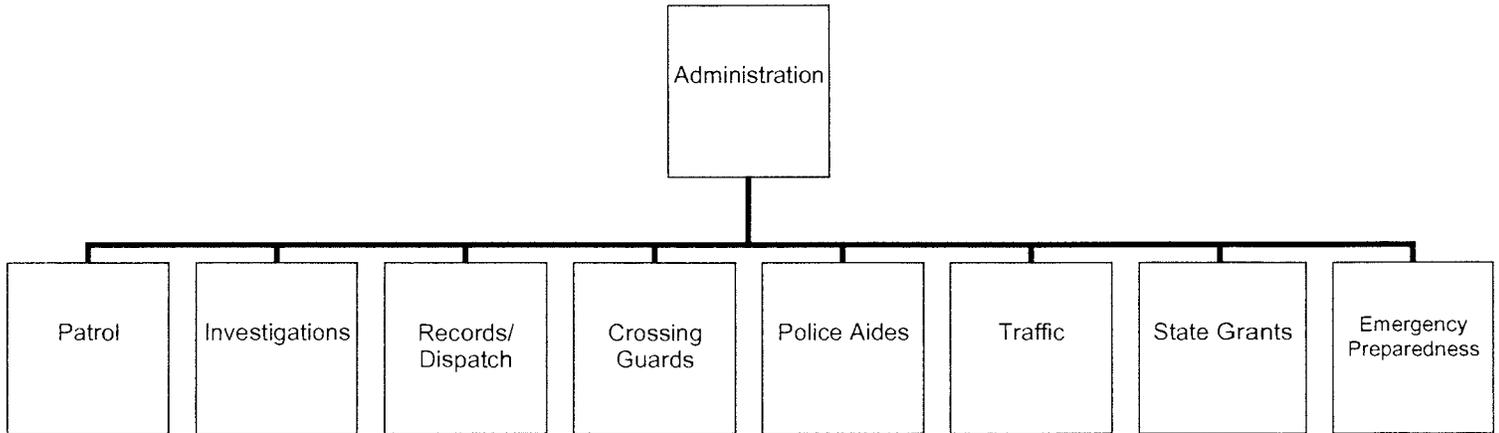
FUNCTION DEVELOPMENT SERVICES		DEPARTMENT TITLE COMMUNITY DEVELOPMENT			
OBJECT CODE	EXPENSE CLASSIFICATION	2006-07 ACTUAL	2007-08 ACTUAL	2008-09 AMENDED BUDGET	2009-10 ADOPTED
SALARY & BENEFITS					
1001	SALARIES-FULLTIME	266,457	287,159	308,740	292,270
1003	HOURLY	35,321	61,249	0	0
1050	OVERTIME	91	0	1,000	1,780
1061	VACATION CONVERSION	354	15,565	0	0
1500	RETIREMENT	37,665	37,161	45,680	46,020
1501	PART-TIME RETIREMENT	1,325	1,196	0	0
1510	MEDICAL/DENTAL/VISION INSURANCE	25,983	30,997	30,000	25,520
1511	LIFE INSURANCE	1,088	1,381	1,190	1,170
1512	DISABILITY INSURANCE	1,333	1,394	1,450	1,450
1513	MEDICARE	4,400	5,218	4,480	4,240
1520	EAP PROGRAM	220	18	0	0
1550	UNEMPLOYMENT COMPENSATION	0	2,576	0	0
1551	CAR ALLOWANCE	3,600	2,700	3,600	3,600
1558	CELLULAR PHONE ALLOWANCE	405	255	360	0
1559	SALARY SAVINGS	0	0	(22,650)	0
SALARY & BENEFITS TOTAL		378,241	446,870	373,850	376,050
MAINTENANCE & OPERATIONS					
2001	SUPPLIES/DIVISION EXPENSE	6,723	11,441	4,970	4,530
2009	POSTAGE	1,589	2,648	3,000	3,000
2265	CELLULAR PHONE	247	627	300	300
2300	CONTRACTUAL SERVICES	134,438	86,691	122,000	94,580
2311	COMPLIANCE SERVICES	906	14,889	4,000	6,500
2331	ECONOMIC DEVELOPMENT	0	1,000	0	0
2350	INSPECTION/PLAN CHECKS	33,806	55,763	40,940	51,850
2365	NPDES PERMIT	34,633	18,674	44,350	31,520
2372	NPDES PLAN CONTRACT	4,167	35,533	53,000	45,000
2400	MAIN. - OFFICE EQUIPMENT	157	0	0	0
2490	EQUIPMENT CHARGES	1,660	5,940	6,530	6,360
2491	TECHNOLOGY CHARGES	6,750	7,800	19,110	22,230
2500	TRAVEL & MEETINGS	366	1,922	1,450	1,590
2550	TRAINING	990	769	1,250	1,230
2600	DUES & SUBSCRIPTIONS	1,868	3,081	2,410	2,030
2895	REQUIRED SAVINGS - DEPT	0	125	0	0
MAINTENANCE & OPERATIONS TOTAL		228,297	246,904	303,310	270,720
DEPARTMENT TOTAL		606,538	693,774	677,160	646,770

Community Development

Departmental Expenditures FY 2005/06 – FY 2009/10

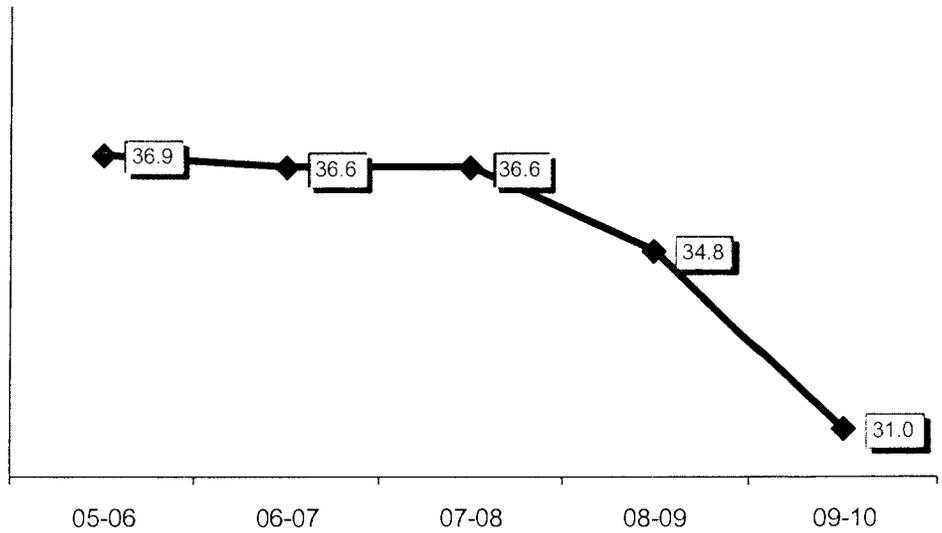


Organizational Chart by Function



2009-10 Full Time Equivalents

09-10 Adopted	
Managerial	3
Supervisory	5
Sworn	16
General	3
Part Time	4
Total FTE's:	31



Police

MISSION STATEMENT

The Los Alamitos Police Department is committed to providing the highest degree of professional police service in partnership with the community to ensure Los Alamitos is a safe place to live, visit, and conduct business.

DEPARTMENT GOALS

- Provide the highest level of courteous, professional police service to the community
- Provide a safe environment and ensure the quality of life in Los Alamitos
- Continue to enhance the City's capability for emergency response operations during incidents of terrorism and other disasters
- Create a professional working environment that prepares, encourages, and provides opportunities for employees to achieve their full potential
- Mitigate traffic safety issues and minimize the impact of local and regional traffic

ACCOMPLISHMENTS FOR 2008-09

- Officers responded to 19,119 incidents, which include calls for service and officer initiated activity, while maintaining an average response time for emergency calls of less than 3 minutes.
- Although there was a 17% decrease in Part 1 Crimes, officers took 1,644 police reports and arrested 519 criminal offenders in 2008.
- Members of the Police Department participated in numerous safety presentations including: the Women's Safety Program; Teen Safety Program; Teen at Risk Community Resource Forum; Domestic Violence Prevention; Drug Awareness Presentation; and, CERT.
- Members of the Police Department participated in numerous community events including: Fourth of July parades; Wings Wheels, Rotors and Expo; Relay for Life; Race on the Base; Path Seekers Mentoring Breakfast; Adopt a Family; Crime Survivors 5K Run/Walk; Autumn Fest, Camp LAE, and the Hotline of Southern California Fundraiser. In addition, the Los Alamitos Explorer Post assisted with the annual Casa Youth Shelter Fundraiser.
- Customer Satisfaction Surveys continue to indicate a 95% approval rating from neighborhoods throughout the City following police contacts.
- One DUI Warrant Sweep and two DUI Saturation Patrols were conducted in conjunction with the countywide "Avoid the 28" Office of Traffic Safety grant.
- Corporal Chris Anderson and Officer Kain Gallagher were honored by Orange County MADD for making over 25 arrests for Driving Under the Influence in one year.
- The STAR Team responded to investigate five major injury or fatal traffic collisions in the West County region.
- The City's first Terrorism Liaison Officer (TLO) was appointed and trained to represent Los Alamitos in the Orange County Intelligence Assessment Center.
- In response to escalating violence in Gaza and the potential for related incidents in the U.S., the Terrorism Liaison Officer met with local synagogues, hotels, and storage facilities to brief them about possible indicators of terrorist activities.
- The City's Emergency Operations Plan was revised for compliance with the National Incident Management System (NIMS).
- In the on-going effort to improve disaster preparedness in the community, the Police Department co-hosted a Disaster Preparedness Expo on September 20, 2008.
- The City participated in the largest earthquake drill in United States history with a 7.8 magnitude simulated earthquake, EOC activation, and an evacuation of Civic Center buildings.
- Radio Amateur Civil Emergency Service (RACES) communications volunteers participated in a Countywide Disaster Drill on November 15, 2008.
- Los Alamitos provided mutual aid to assist with emergency evacuations during Triangle Complex Fire in November.
- Although non-mandatory training was suspended to reduce costs, the Department was able to secure additional funding from the Urban Area Security Initiative to send a large contingency of officers to Mobile Field Force Training.

ACCOMPLISHMENTS FOR 2008-09 (CONTINUED)

- *Police Department representatives continued to host Community Meetings to provide neighborhood specific information to our residents.*
- *Stemming from a routine traffic stop, officers arrested a motorist after discovering approximately seven pounds of marijuana in the vehicle and seized more than \$17,000 in suspected drug money.*
- *Los Alamitos' participation in the California Department of Justice, Bureau of Narcotic Enforcement PACNET program resulted in the seizure of fifteen (15) drug and/or money laden parcels containing over 211 pounds of marijuana and \$691,305 in U.S. currency, as well as the arrest of five individuals, two of whom were on federal parole from drug trafficking and murder.*
- *A Professional Development Program was implemented utilizing a framework based on mentoring, knowledge, and engaged participation.*

COMMUNITY OUTREACH

PROGRAM DESCRIPTION

The primary responsibility of the Los Alamitos Police Department is to ensure the safety and security of the community. Community Outreach is the mechanism Los Alamitos Police Officers use to interact and foster a partnership with our citizens. It combines traditional enforcement with creative problem solving strategies. The Department is constantly striving to improve efficiency by implementing compassionate, creative law enforcement programs, which focus on prevention, as well as apprehension. As the most visible representatives of the Police Department, Patrol Officers make customer service a priority while preventing crime, enforcing laws and apprehending criminals.

SERVICE OBJECTIVES

- *Implement strategies to enhance officer/citizen relationships, promote customer service, and strengthen police/community partnerships*
- *Keep the community informed about issues pertaining to their neighborhoods*

WORK PLAN FOR 2009-10

- *Conduct two (2) Neighborhood Meetings, one each by December 2009 and June 2010*
- *Survey citizen contacts by geographical areas in the City through June 2010*
- *Participate in two (2) community events, one each by December 2009 and June 2010*
- *Conduct two (2) safety presentations, one by December 2009 and one by June 2010*

EMERGENCY PREPAREDNESS

PROGRAM DESCRIPTION

The City of Los Alamitos is responsible for emergency response operations and will commit all available resources to save lives, minimize injury to persons, minimize damage to property, and protect the environment. The Emergency Preparedness Team represents the City's interests to ensure a successful response during a major disaster. The Team, which is managed by the Emergency Services Coordinator and consists of representatives from all City Departments, meets monthly to strategize and prepare for incidents of terrorism and other disasters. Homeland Security falls within this program.

Police

EMERGENCY PREPAREDNESS (CONTINUED) SERVICE OBJECTIVES

- *Assist all City Departments with their preparation for major emergencies and disasters*
- *Coordinate with the Department of Homeland Security, California Office of Emergency Services, and the Orange County Operational Area to ensure the City of Los Alamitos is in compliance with all mandates for emergency preparedness*
- *Continue to improve the City's response capabilities through modifications to the Emergency Operations Center and response policies*
- *Work with community members to assist in their individual preparation for five to seven days following a disaster*

WORK PLAN FOR 2009-10

- *Conduct two CERT presentations, the first by December 2009 and the second by June 2010*
- *Continue to host monthly Emergency Preparedness Meetings to keep City staff and community members informed about disaster preparedness issues*
- *Provide training on use of the Emergency Operations Plan to City staff*
- *Seek and acquire alternative funding sources to obtain emergency communications equipment*

TRAFFIC

PROGRAM DESCRIPTION

Routine traffic enforcement is provided by a motorcycle officer, as well as all other police officers assigned to patrol. The Traffic Bureau is responsible for enforcing traffic laws, investigating collisions, and educating the community about traffic safety. Although minor collision investigations are handled by patrol officers, major and fatal collision investigations are conducted by specially trained members of the interagency Serious Traffic Accident Response (STAR) Team. Parking control and crossing guards are also part of the Traffic Bureau.

SERVICE OBJECTIVES

- *Provide courteous, effective enforcement of all traffic laws.*
- *Utilize directed enforcement strategies to address specific traffic safety issues.*
- *Promote public awareness of traffic safety issues through educational programs.*
- *Participate in regional efforts to mitigate traffic concerns.*

WORK PLAN FOR 2009-10

- *Participate in two (2) saturation patrols to increase public awareness regarding traffic safety issues by June 2010*
- *Participate in two (2) regional directed enforcement activities by June 2010*

STAFF DEVELOPMENT

PROGRAM DESCRIPTION

Although the primary responsibility for Staff Development is with Administration, all managers and supervisors are tasked with mentoring and developing their subordinates. Enhancing leadership, improving staff efficiency, and promoting service minded traits are essential to providing the best police service possible.

STAFF DEVELOPMENT (CONTINUED)

SERVICE OBJECTIVES

- Facilitate employee development, furthering a community service concept and enhancing a commitment to professionalism.
- Provide relevant training to improve staff efficiency and promote consistency between shifts.

WORK PLAN FOR 2009-10

- Participate in a local Team Building Workshop to enhance working relationships and improve leadership capabilities
- Seek alternative funding sources for training to further employee development by June 2010
- Implement Daily Training Bulletins as a cost effective in-house officer training solution

Police

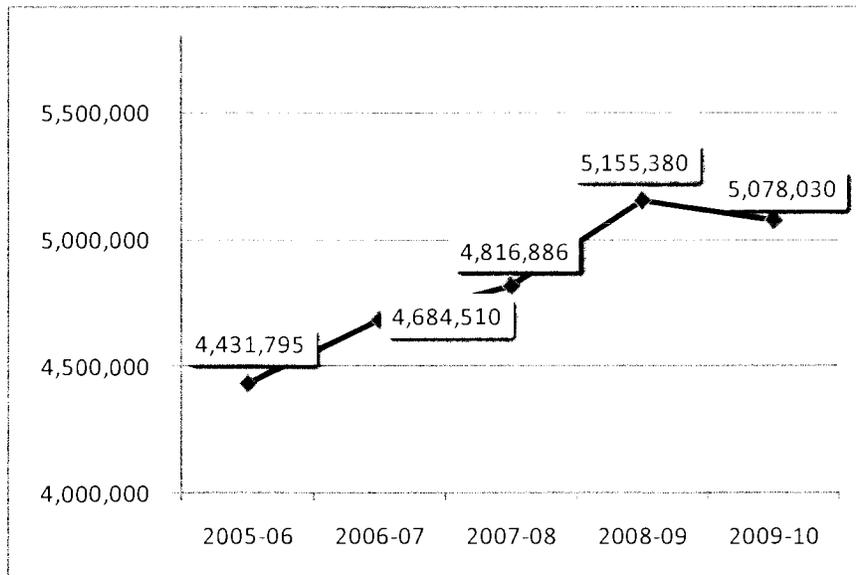
FUNCTION		DEPARTMENT TITLE			
PUBLIC PROTECTION SERVICES		POLICE			
OBJECT CODE	EXPENSE CLASSIFICATION	2006-07 ACTUAL	2007-08 ACTUAL	2008-09 AMENDED BUDGET	2009-10 ADOPTED
SALARY & BENEFITS					
1001	SALARIES, FULLTIME	2,112,718	2,171,846	2,341,000	2,325,550
1003	HOURLY	176,133	161,681	186,200	140,700
1004	EDUCATIONAL INCENTIVE	39,419	40,261	45,530	44,580
1007	SPECIAL PERSONNEL CHARGES	8,951	22,343	8,000	0
1050	OVERTIME	272,503	258,584	242,100	237,000
1051	COURT PAY	11,197	16,579	20,500	16,250
1052	ON CALL PAY	23,551	19,400	20,500	18,250
1060	SICK LEAVE CONVERSION	13,632	0	17,740	18,000
1061	VACATION CONVERSION	5,472	4,496	5,310	7,140
1070	HOLIDAY PAY	68,852	73,063	75,590	76,890
1500	RETIREMENT	567,902	643,492	690,530	682,460
1501	PART-TIME RETIREMENT	6,905	6,108	8,600	5,280
1510	MEDICAL/DENTAL/VISION INSURANCE	209,630	219,247	242,950	239,160
1511	LIFE INSURANCE	8,643	8,414	8,930	8,960
1512	DISABILITY INSURANCE	2,091	1,818	2,180	2,180
1513	MEDICARE	35,673	36,161	43,870	42,240
1520	EAP PROGRAM	1,869	156	0	0
1540	UNIFORM ALLOWANCE	15,188	15,750	15,650	15,650
1541	FIELD TRAINING PAY	714	961	1,000	1,000
1543	MOTOR PAY	3,805	3,979	4,000	4,190
1555	DEFERRED COMPENSATION	1,860	0	0	0
1558	CELLULAR PHONE ALLOWANCE	2,055	1,821	2,160	2,160
SALARY & BENEFITS TOTAL		3,588,763	3,706,160	3,982,340	3,887,640
MAINTENANCE & OPERATIONS					
2001	SUPPLIES/DIVISION EXPENSE	52,319	53,757	65,500	58,000
2002	ARSENAL	11,145	14,560	17,420	13,000
2005	TELECOMMUNICATION CHARGES	864	648	1,000	1,000
2009	POSTAGE	2,211	2,382	2,500	3,000
2101	HELICOPTER SERVICE	0	0	3,000	3,000
2110	UNIFORMS	21,050	11,327	23,600	22,300
2260	TELEPHONE	22,463	26,542	27,000	23,000
2265	CELLULAR PHONE	804	673	800	450
MAINTENANCE & OPERATIONS (SUBTOTAL)		110,855	109,889	140,820	123,750

Police

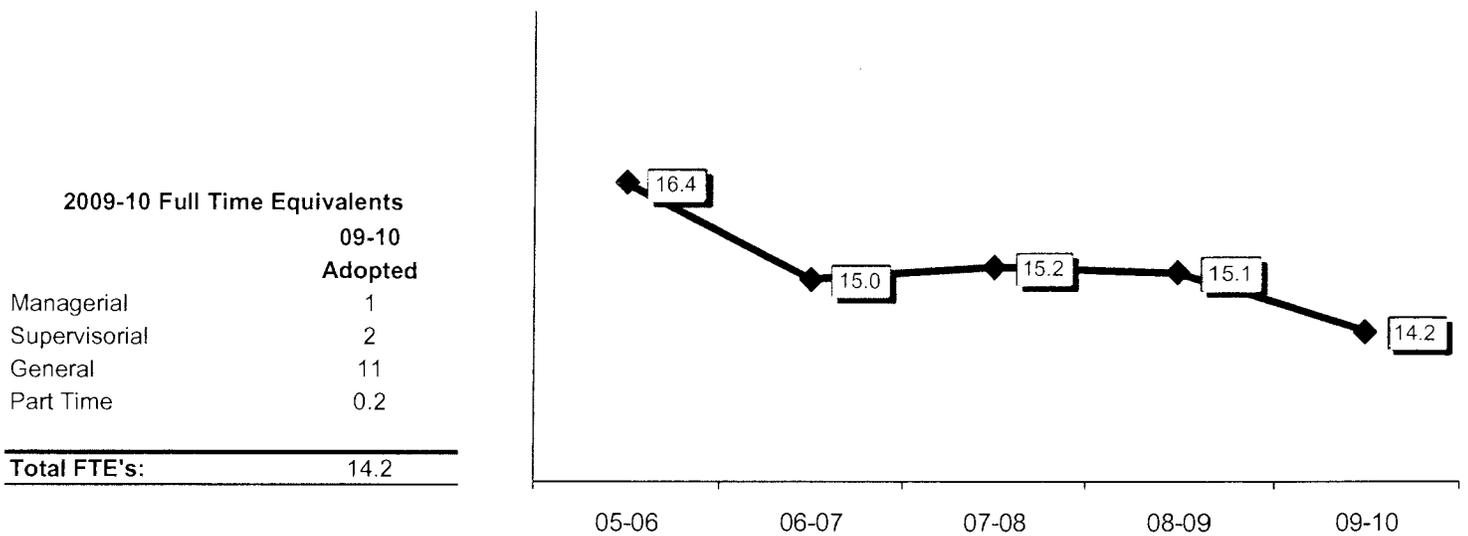
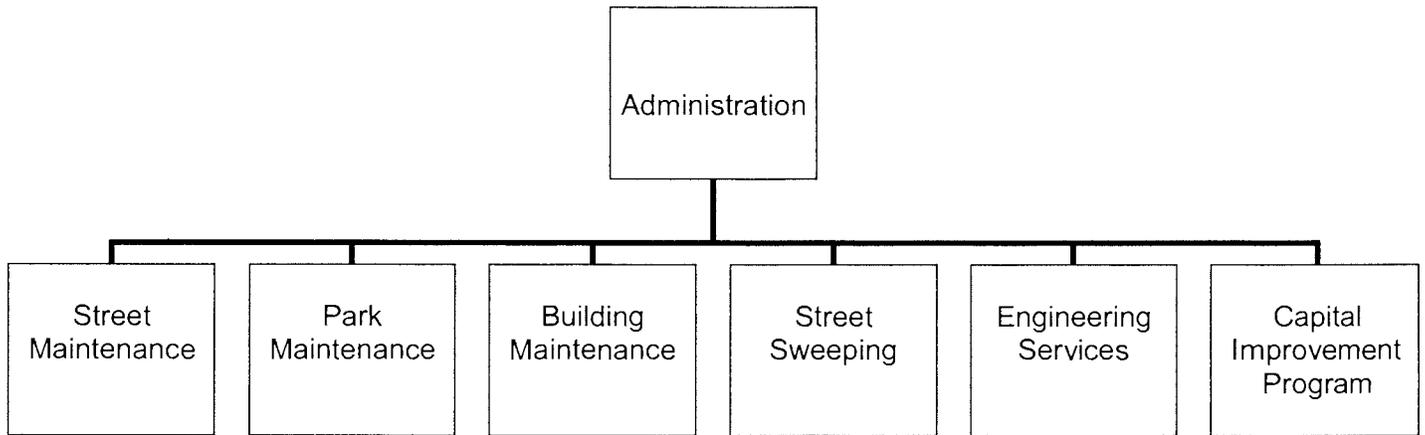
FUNCTION PUBLIC PROTECTION SERVICES			DEPARTMENT TITLE POLICE		
OBJECT CODE	EXPENSE CLASSIFICATION	2006-07 ACTUAL	2007-08 ACTUAL	2008-09 AMENDED BUDGET	2009-10 ADOPTED
2300	CONTRACTUAL SERVICES	211,375	219,410	226,910	229,940
2361	CITATION PROCESSING	4,245	3,283	4,500	4,000
2362	BOOKING FEES	4,176	6,493	20,000	20,000
2390	WEST-COMM CONTRACTUAL	438,400	453,715	470,000	504,870
2400	MAINT.-OFFICE EQUIPMENT	256	301	1,200	200
2410	MAINT.-COPIERS	1,971	1,916	2,000	3,000
2420	COMPUTER AIDED RECORDS MGMT	68,525	65,500	70,000	68,780
2434	OUTSIDE SRVS. PD MOTORCYCLE	4,354	1,642	4,000	4,000
2460	MAINTENANCE-COMMUNICATIONS	24,370	21,740	28,000	28,000
2490	EQUIPMENT CHARGES	177,121	112,970	134,580	127,190
2491	TECHNOLOGY CHARGES	15,750	26,900	40,140	42,020
2500	TRAVEL & MEETINGS	4,340	2,956	4,700	4,500
2550	TRAINING	8,869	11,132	9,000	14,000
2560	POST TRAINING	11,902	7,931	9,000	9,000
2600	DUES & SUBSCRIPTIONS	3,888	4,796	4,540	3,490
2650	NON-CAPITAL FURNITURE & EQUIPMENT	0	8,472	0	0
2660	LEASED EQUIPMENT	5,349	5,312	3,650	3,650
MAINTENANCE & OPERATIONS TOTAL		1,095,747	1,064,358	1,173,040	1,190,390
CAPITAL OUTLAY					
3120	POLICE EQUIPMENT	0	6,211	0	0
3129	POLICE TECHNOLOGY EQUIPMENT	0	38,451	0	0
3150	COMPUTERS	0	1,706	0	0
CAPITAL OUTLAY TOTAL		0	46,368	0	0
DEPARTMENT TOTAL		4,684,510	4,816,886	5,155,380	5,078,030

Police

Departmental Expenditures FY 2005/06 – FY 2009/10



Organizational Chart by Function



Public Works

MISSION STATEMENT

To plan, design, operate and maintain the public infrastructure including streets, street landscaping, parks, storm drains, buildings, vehicles and equipment and to safely, efficiently, and effectively protect the city's physical investments through periodic maintenance, replacement and repair of all assets, thereby providing a safe, clean and pleasant environment for the public.

DEPARTMENT GOALS

- *Improve and maintain the quality of residential streets, sidewalks and storm drains*
- *Pursue opportunities to expand and improve park and recreation facilities*
- *Update the City's Capital Improvement Program and improve the fiscal stability of the Capital Improvement Program*
- *Continue to supplement the City's efforts to implement beautification projects with community volunteers*
- *Continue to provide a high level of service in the acquisition, repair and replacement of the City's fleet of vehicles and equipment*
- *Continue to provide a high level of service in the maintenance of the City's parks*
- *Continue to provide a high level of service in the maintenance of the City's buildings*
- *Provide a high level of service in the area of development review and wide load permit reviews*
- *Monitor regional transportation issues that impact the City of Los Alamitos*
- *Pursue active local transportation planning and maintain excellent traffic signal operations in the City*
- *Seek funding for projects involving grant reimbursements to help fund cash flow*

ACCOMPLISHMENTS FOR 2008-09

- *Completed Arterial and Residential Tree Program*
- *Completed Arterial Street Marking/Striping*
- *Completed Katella Avenue Landscape Median at Siboney*
- *Completed Residential Street Improvements/Carrier Row*
- *Completed City wide Concrete Repairs*
- *Completed Ball/Bloomfield Improvements*
- *Completed Rule 20A Utility Undergrounding (City/SCE Project)*
- *Completed Lexington Drive Pavement Reconstruction*
- *Completed Los Alamitos Boulevard Street Improvements-North of Katella*
- *Installed Micropaver software to better manage City's streets; staff training complete.*
- *Completed annual storm drain inspections and cleaning activities.*
- *Acquisition of four replacement vehicles completed this year.*
- *Continued efforts regarding possible use of fleet maintenance software.*
- *Rehabilitation of McAuliffe Park fields completed.*
- *Installed septic system at Little Cottonwood Park.*
- *Continual monitoring maintenance and upkeep of the city parks.*
- *Completed floor leveling in the city Administrative office and painting of the Police Department offices utilizing city staff.*
- *Completed Police department evidence room utilizing city staff*
- *Completed Community Center floor replacement project.*
- *Painted Youth Center utilizing City staff*
- *Completed termite control project at the museum*
- *All development reviews done in a timely manner.*
- *Implemented new fees on all permits and plan checks.*
- *Worked with the City of Seal Beach on implementation of traffic signal coordination project on Los Alamitos Boulevard*
- *Provided City Council with presentation on I-405 Improvement Project by Orange County Transportation Authority*

STREET MAINTENANCE

SERVICE OBJECTIVES

- *To ensure completion of the City's annual Residential Street Improvement Project on time and within budget*
- *To ensure completion of the City's annual Concrete Repairs Project on time and within budget*
- *Regularly maintain pavement on public streets and storm drain system in accordance with established performance standards*

WORK PLAN FOR 2009-10

- *Develop plans, specifications, and estimates for annual Residential Street Improvement and Concrete Repairs Projects*
- *Obtain City Council authorization to solicit bids within four weeks of completion of plans*
- *Present awarded construction contract for City Council approval*
- *Administer construction contract on time and within budget*
- *Establish matrix to identify measurable progress of Residential Street Improvement Project*
- *Update the City's Pavement Management Program*
- *Repair potholes in a timely basis and within budget*
- *Complete annual restriping project*
- *Inspect and clean all City catch basins and inventory the debris removed during cleaning*

STREET SWEEPING

SERVICE OBJECTIVE

- *Regularly sweep all public streets in accordance with established performance standards*

WORK PLAN FOR 2009-10

- *Sweep approximately 26 curb miles (19.81 local and 6.06 arterial) of City streets*
- *Replace any faded "No Parking – Street Sweeping" signs*
- *Continue to keep street sweeper in good working condition*
- *Develop a back-up contract for emergency sweeping or downtime*
- *Encourage additional staff to obtain a Class B license*

ENGINEERING SERVICES

PROGRAM DESCRIPTION

The Engineering Division of the Public Works Department is responsible for the managing, programming and implementing the City's Capital Improvement Program, seeking funding for all projects. The division provides support to the department in the review of new development for engineering related issues. Additionally the Engineering Division is responsible for managing the City traffic signal system and handling community requests for service related to traffic issues. The City Engineer is the City liaison to a number of regional transportation agencies such as OCTA and Caltrans. The division acts as the secretary to the Traffic Commission.

SERVICE OBJECTIVES

- *Manage the City's Capital Improvement Program*
- *Manage regional and local transportation Issues*
- *Provide efficient and timely development review and encroachment permitting*
- *Manage division budget*

Public Works

ENGINEERING SERVICES (CONTINUED)

WORK PLAN FOR 2009-10

- *Develop and implement, on an annual basis, the City's long range Capital Improvement Program.*
- *Program for construction management services.*
- *Determine potential revenue sources for projects which are deemed to be high priorities.*
- *Work with regional agencies to determine opportunities for grant funding through sources such as Measure M grants, etc.*
- *Provide timely review, reports, agendas and staff services for the City's Traffic Commission.*
- *Represent the City on the Orange County Transportation Authority-Technical Advisory Committee.*
- *Assist the City of Seal Beach with the Seal Beach Boulevard/Los Alamitos Boulevard Traffic Signal Interconnect Project.*
- *Represent the City on regional transportation projects/programs such as the West County Connectors Project.*
- *Develop a Request for Proposals for the Interstate 605/Cerritos Avenue Interchange Improvement Feasibility Study.*
- *Continue to address requests, in a timely manner, from the community on traffic related issues.*
- *Update the City's speed survey report by June 30, 2010*
- *Assure timely turn-around time for plan check review process*
- *Reduce dependency on outside contract services.*
- *Assure compliance with regulatory agencies such as Water Quality Regulations (NPDES), Caltrans etc.*
- *Assure collection of fees to all applicable permittee's and development applications.*

MAINTENANCE SERVICES

PROGRAM DESCRIPTION

The Maintenance Division of the Public Works Department is responsible for maintaining the existing public infrastructure including streets, street landscaping, parks, storm drains, and buildings. The division is responsible to safely, efficiently, and effectively protect the City's physical investments through periodic routine maintenance, replacement and repair of all infrastructure assets, thereby providing a safe, clean and pleasant environment for the public.

SERVICE OBJECTIVES

- *Manage the City's on-going maintenance needs*
- *Manage the City's annual maintenance contracts.*
- *Manage maintenance staff to maximize operational efficiencies and minimize costs.*
- *Provide construction contract administration and inspection for the City's Engineering Division*

WORK PLAN FOR 2009-10

- *Ensure timely completion of the city's annual concrete repairs program within budget.*
- *Ensure timely completion of the city's annual street tree trimming program within budget.*
- *Ensure timely completion of the city's annual street stripping program within budget.*
- *Regularly sweep all public streets in accordance with established performance standards.*
- *Regularly maintain pavement on public streets and storm drain system in accordance with established performance standards.*
- *Seek improvements to operational efficiencies to city buildings, irrigation system and lighting as new and improved technologies become available.*
- *Assist the Engineering Division on construction contract management/inspection for small capital projects and permit inspection services.*

GARAGE SERVICES

PROGRAM DESCRIPTION

The Garage Division of the Public Works Department is responsible for maintaining city vehicles and construction equipment. The division is responsible to safely, efficiently, and effectively protect the city's physical investments in its equipment through routine maintenance, replacement and repair, thereby protecting the community investment in its vehicles and construction equipment.

SERVICE OBJECTIVES

- *Provide routine on-going maintenance to all city vehicles and construction/maintenance equipment.*
- *Review and maintain vehicle and equipment replacement schedules.*
- *Continue to keep City vehicles and construction/maintenance equipment in good working condition*

WORK PLAN FOR 2009-10

- *Review fleet maintenance software and make recommendations for funding.*
- *Review garage operation and physical layout for opportunities to improve efficiencies*
- *Continue technical and safety training for garage personnel.*
- *Dispose of surplus vehicles and equipment in a timely fashion to maximize salvage value.*
- *Regularly implement preventative maintenance services.*
- *Stay apprised of current Air Quality Management District and NPDES regulations affecting the City's gas dispensing facilities.*

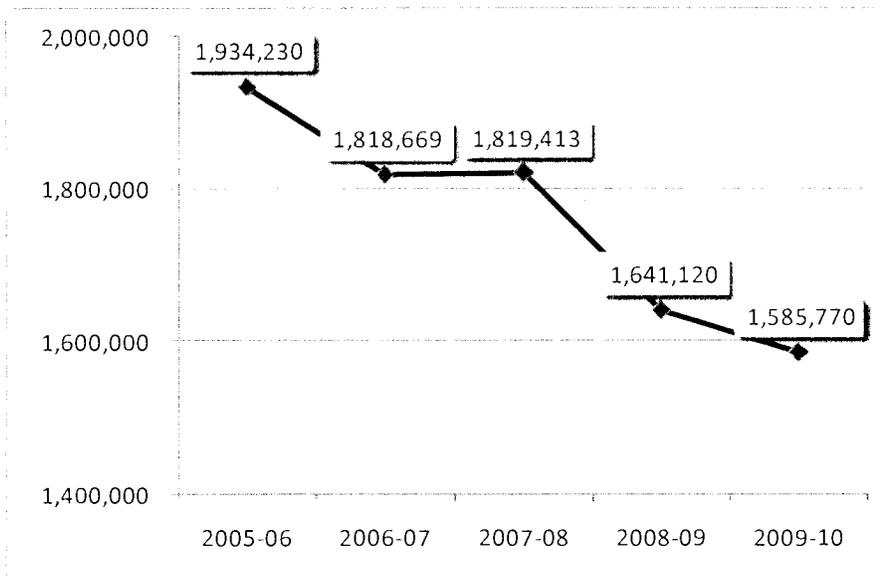
Public Works

FUNCTION		DEPARTMENT TITLE			
GENERAL GOVERNMENT SERVICES		PUBLIC WORKS			
OBJECT CODE	EXPENSE CLASSIFICATION	2006-07 ACTUAL	2007-08 ACTUAL	2008-09 AMENDED BUDGET	2009-10 ADOPTED
SALARY & BENEFITS					
1001	SALARIES, FULLTIME	645,856	681,894	729,270	600,910
1003	HOURLY	6,509	31,832	8,710	9,510
1050	OVERTIME	36,429	38,993	32,900	29,550
1052	ON CALL PAY	600	5,670	0	4,250
1060	SICK LEAVE CONVERSION	3,533	0	3,400	4,250
1061	VACATION CONVERSION	1,018	6,981	5,590	0
1500	RETIREMENT	85,274	101,075	108,860	95,760
1501	P/T RETIREMENT	250	1,119	0	360
1510	MEDICAL/DENTAL/VISION INSURANCE	88,662	90,361	105,410	96,450
1511	LIFE INSURANCE	2,661	3,415	3,160	2,720
1512	DISABILITY INSURANCE	4,242	4,575	4,600	4,370
1513	MEDICARE	7,177	8,856	10,680	9,580
1520	EAP PROGRAM	660	55	0	0
1540	UNIFORM ALLOWANCE	4,509	4,130	4,690	4,690
1550	UNEMPLOYMENT COMPENSATION	11,700	1,566	0	0
1551	CAR ALLOWANCE	450	3,621	3,240	0
1552	SPECIAL SKILL PAY	1,200	1,207	1,140	1,200
1557	SPECIAL CERTIFICATE PAY	1,900	1,307	1,300	1,300
1558	CELLULAR PHONE ALLOWANCE	405	729	610	0
1559	SALARY SAVINGS	0	0	(35,270)	0
SALARY & BENEFITS TOTAL		903,034	987,386	988,290	864,900
MAINTENANCE & OPERATIONS					
2001	SUPPLIES/DIVISION EXPENSE	93,574	110,071	85,500	85,500
2003	SUPPLIES-MCAULIFFE	18,185	16,082	38,000	6,000
2009	POSTAGE	125	380	530	500
2110	UNIFORMS	5,444	6,237	6,000	6,000
2130	DISPOSAL FEES	25,417	31,068	25,000	25,000
2200	ELECTRICITY BUILDINGS	88,014	69,789	88,200	88,200
2201	ELECTRICITY PARKS	8,027	7,172	7,000	7,000
2202	ELECTRICITY-STREET LIGHT	151,103	149,052	55,150	65,250
2203	ELECTRICITY- PUMP STATION	2,631	2,185	2,000	2,000
2206	ELECTRICITY-MCAULIFFE PARK	5,585	4,059	5,000	5,000
2250	NATURAL GAS	4,478	4,861	4,830	4,830
2260	TELEPHONE	0	336	0	560
2261	TELEPHONE TRAFFIC SIGNALS	2,163	2,293	3,000	3,000
2265	CELLULAR PHONE	2,080	1,897	2,500	4,480
2270	WATER	81,540	80,402	82,050	82,050
2271	WATER-MCAULIFFE PARK	0	17,845	10,000	13,000
2300	CONTRACTUAL SERVICES	173,803	63,486	27,010	108,200
2305	TRAFFIC ENGINEERING	28,503	36,979	25,000	30,000
MAINTENANCE & OPERATIONS (SUBTOTAL)		690,672	604,194	466,770	536,570

Public Works

FUNCTION		DEPARTMENT TITLE			
GENERAL GOVERNMENT SERVICES		PUBLIC WORKS			
OBJECT CODE	EXPENSE CLASSIFICATION	2006-07 ACTUAL	2007-08 ACTUAL	2008-09 AMENDED BUDGET	2009-10 ADOPTED
2345	GRANT APPLICATIONS	0	9,209	0	0
2350	INSPECTION & PLAN CHECK	0	2,040	0	0
2355	PLAN CHECKS	0	5,356	310	300
2365	NPDES PERMIT	995	0	0	0
2367	TREE TRIMMING	26,132	32,414	6,000	6,000
2440	MAINTENANCE- BUILDINGS	22,380	21,695	21,000	16,000
2450	MAINTENANCE- TRAFFIC SIGNAL	62,982	63,974	50,000	50,000
2470	MAINTENANCE- OTHER	18,139	5,948	5,000	5,000
2471	MAINTENANCE- PUMP STATION	3,040	996	3,000	3,000
2490	EQUIPMENT CHARGES	83,996	77,270	87,700	89,040
2491	TECHNOLOGY CHARGES	6,000	6,700	10,520	13,560
2500	TRAVEL & MEETINGS	0	865	800	450
2550	TRAINING	1,299	1,326	1,200	550
2570	MILEAGE REIMBURSEMENT	0	0	50	50
2600	DUES & SUBSCRIPTIONS	0	40	480	350
MAINTENANCE & OPERATIONS TOTAL		915,635	832,027	652,830	720,870
DEPARTMENT TOTAL		1,818,669	1,819,413	1,641,120	1,585,770

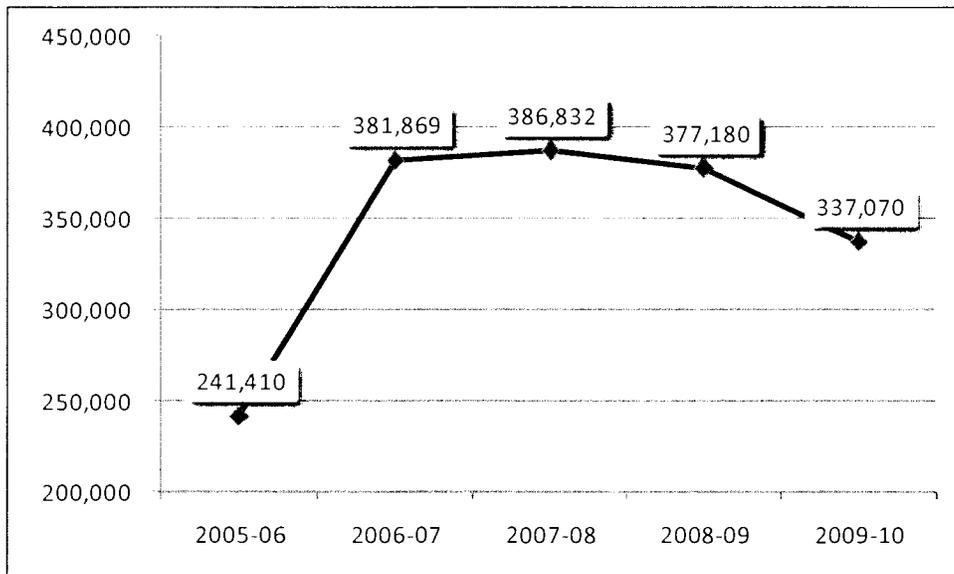
**Departmental Expenditures
FY 2005/06 – FY 2009/10**

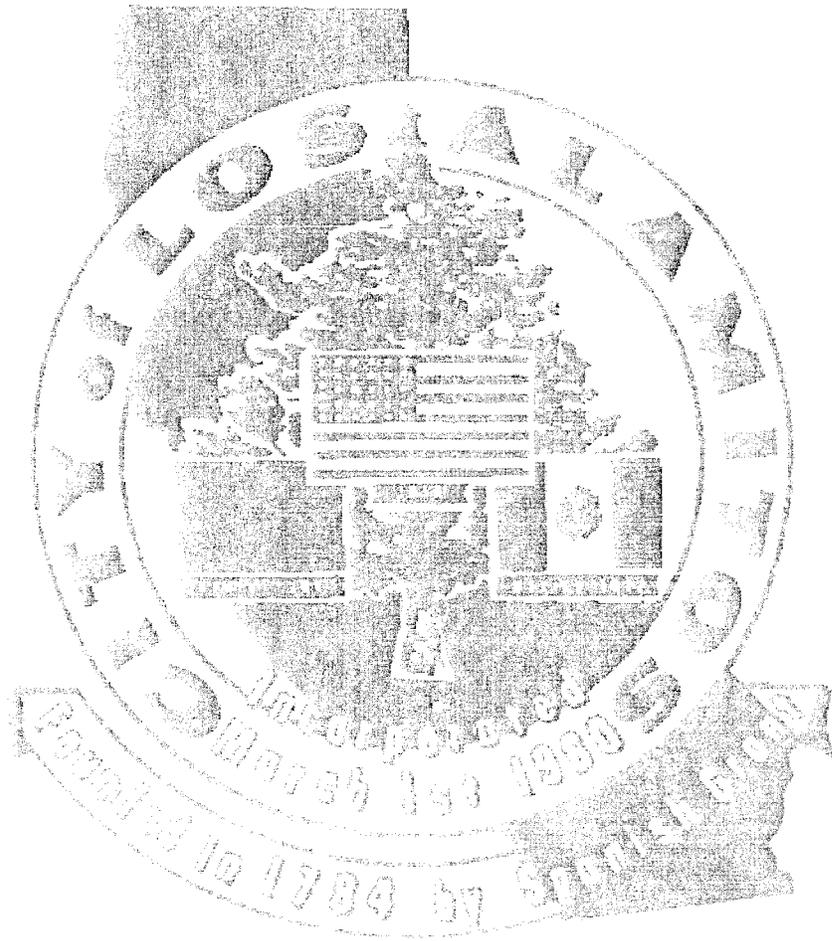


Public Works

FUNCTION		DEPARTMENT TITLE			
GENERAL GOVERNMENT SERVICES		GARAGE SERVICES			
OBJECT CODE	EXPENSE CLASSIFICATION	2006-07 ACTUAL	2007-08 ACTUAL	2008-09 AMENDED BUDGET	2009-10 ADOPTED
	SALARY & BENEFITS				
1001	SALARIES-FULLTIME	59,037	62,459	61,940	58,990
1050	OVERTIME	5,113	6,129	7,500	7,500
1052	ON CALL PAY	250	650	0	500
1500	RETIREMENT	8,428	9,213	9,230	9,360
1510	MEDICAL/DENTAL/VISION INSURANCE	9,790	10,500	10,800	11,400
1511	LIFE INSURANCE	213	213	210	210
1512	DISABILITY INSURANCE	364	364	360	360
1513	MEDICARE	909	965	910	980
1540	UNIFORM ALLOWANCE	468	471	470	470
	SALARY & BENEFITS TOTAL	84,572	90,964	91,420	89,770
	MAINTENANCE & OPERATIONS				
2001	SUPPLIES/DIVISION EXPENSE	15,440	8,677	12,000	12,000
2050	GASOLINE	77,032	44,555	70,000	85,000
2051	NATURAL GAS	9,166	9,237	9,400	9,400
2055	GAS TANK CERTIFICATION	5,556	7,129	6,500	6,500
2060	AUTO PARTS - POLICE	11,691	11,502	10,000	10,000
2061	AUTO PARTS - RECREATION	170	385	500	500
2062	AUTO PARTS - PUBLIC WORKS	13,098	10,626	10,500	10,500
2063	AUTO PARTS - OTHER	131	619	250	250
2110	UNIFORMS	654	240	500	500
2430	OUTSIDE SERVICES - PD VEHICLE	16,259	17,902	10,000	10,000
2431	OUTSIDE SERVICES - REC VEHICLE	748	916	600	600
2432	OUTSIDE SERVICES - PW VEHICLE	16,971	22,294	9,000	9,000
2433	OUTSIDE SERVICES - OTHER VEHICLE	398	609	500	500
2445	MAINTENANCE MAJOR EQUIP.	1,175	0	0	0
2491	TECHNOLOGY CHARGES	0	1,100	2,870	2,850
2500	TRAVEL & MEETINGS	6	98	150	150
2550	TRAINING	517	162	500	500
2650	NON-CAPITAL FURNITURE & EQUIP	4,460	0	0	0
4210	TRANSFER TO GENERAL FUND	0	0	0	89,050
	MAINTENANCE & OPERATIONS TOTAL	173,475	136,052	143,270	247,300
	CAPITAL OUTLAY				
3001	POLICE VEHICLES	104,636	110,905	24,490	0
3021	PUBLIC WORKS VEHICLE	0	48,911	104,000	0
3140	PUBLIC WORKS EQUIPMENT	19,186	0	14,000	0
	CAPITAL OUTLAY TOTAL	123,822	159,816	142,490	0
	DEPARTMENT TOTAL	381,869	386,832	377,180	337,070

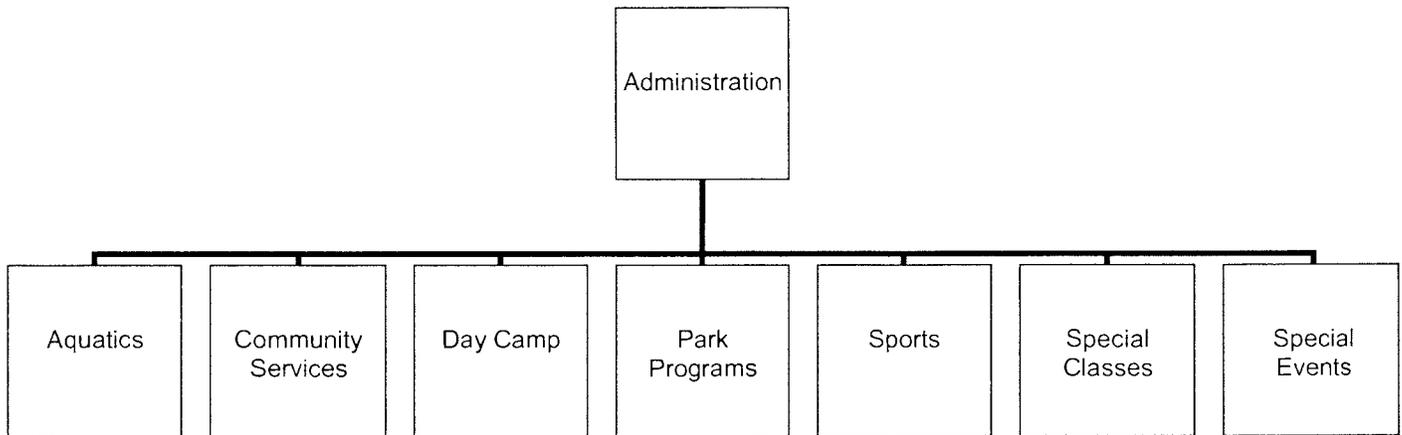
Departmental Expenses
FY 2005/06 – FY 2009/10





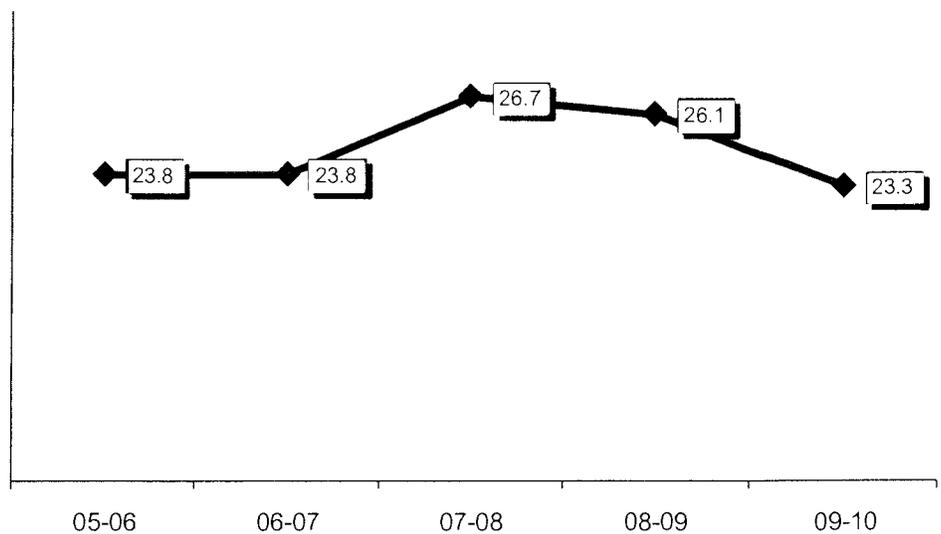
Recreation and Community Services

Organizational Chart by Function



2009-10 Full Time Equivalents

	09-10 Adopted
Managerial	1
Supervisory	2
General	3
Part Time	17.3
Total FTE's:	23.3



Recreation and Community Services

MISSION STATEMENT

To enhance the sense of community and promote the quality of life through people, parks, and programs.

DEPARTMENT GOALS

- Provide valued recreational experiences for the community.
- Provide quality customer service to all persons requesting service.
- Provide special event programs that strengthen community image and sense of place.
- Provide youth and adult sports programs that promote health and wellness.
- Foster human development through a wide selection of special interest classes for all ages.
- Provide a variety of aquatics classes and programs that enable youth and adults to become water safe.
- Provide seniors with a stimulating social environment and program offerings to keep them active and informed.
- Create a healthy and supportive work culture for department employees.

ACCOMPLISHMENTS FOR 2008-09

- Successfully negotiated the design and printing contract for the Recreation and Community Services Activities Guide to be printed in full color for the same price as the previous two color publication.
- Prepared and delivered PowerPoint program presentations at each Parks, Recreation and Cultural Arts Commission meeting throughout the year so Commissioners would become more aware of all department offerings.
- Prepared and delivered a budget presentation to the Commission which allowed them to rank core programs of the department.
- Organized and hosted a memorial ceremony to commemorate the tragic events of September 11, 2001.
- Organized and implemented the Employee Luncheon for 2008.
- Organized and implemented the Commissioners' Appreciation Dinner for 2008.
- Participated in the Disaster Preparedness Expo to promote the department's programs and events.
- Initiated a standardized banner program throughout the City to promote department programs and events.
- Coordinated the most successful Race on the Base in the history of the City of Los Alamitos with over 3,000 participants and the addition of a new Reverse Triathlon.
- Increased sponsorship and additional funding for the 4th of July Fireworks Spectacular.
- Obtained sponsorship of Spring Carnival featuring the Egg Hunt by a local community church, Revolution Church.
- Hosted the 30th annual Holiday Bazaar with the Los Alamitos Senior Club.
- Added a new Masters Swim Program and a new Junior Lifeguard Program.
- Added scuba diving and additional sessions of group swim lessons in the Fall and Winter and private/semi-private lessons throughout the year to meet the demands of the public.
- Successfully negotiated a new pool maintenance contract for service 5 days per week at the same cost as the previous 3 days per week contract.
- Hosted the #1 U.S. Women's Olympic Water Polo team competition.
- Hosted KOCE television station at the USA Water Polo National Training Center to conduct a television special on "local legend" and pool user Greta Andersen.
- Hosted California Interscholastic Federation (CIF) Boys and Girls Water Polo playoffs for four local High School teams.
- Hosted the United States Deaf Water Polo (USDWP) Men's National team in preparation for the 2009 Deaf Olympics.
- Completed the Senior Needs Assessment in the summer of 2008 which resulted in the addition of several new senior programs.
- Developed new partnerships with Cerritos College and North Orange County Community College District to provide eleven (11) new free community education courses for seniors.
- Added new travel opportunities for seniors.
- Expanded offerings of health and wellness lectures and screenings through partnership with local HMO's and doctor's offices.

Recreation and Community Services

ACCOMPLISHMENTS FOR 2008-09 (CONTINUED)

- Developed a new Los Alamitos Volunteer Program for youth ages 12 to 17 to assist the Los Alamitos Recreation and Community Services Department with special events, day camp, park programs, sports leagues, and at the Community Center.
- Added capacity for day camp participants for summer, winter, and spring day camps resulting in increased revenue.
- Developed a new Teen Camp Program for implementation in summer 2009.
- Successfully hosted after school park programming at Little Cottonwood Park and summer drop in programming at three other parks throughout the year.
- Added new contract classes and camps based on the desires of the community and therefore increased revenue to the City.
- Implemented year round indoor Futsal league that brings in additional revenue to unused gym time.
- Re-designed the adult sports pages on the City's website to make it easier to use for participants of the adult sport leagues.
- Re-surfaced four tennis courts.
- Installed an automated light system at Laurel Park to control the lights of the facility through the internet.
- Implemented a lighted night time court rental program for community use of tennis courts during evening hours.
- Promoted youth sport programs by distribution of promotional information through internet using email addresses collected.
- Implemented two new junior pee wee sport programs.
- Facilitated better communication and cooperation with Community Youth Sports board members and the Los Alamitos Unified School District in use of field and gym use.
- Replaced lost gym revenue with gym rentals to Church group and for private school functions.

PROGRAM DESCRIPTION

The Administration Division manages the financial and logistical operations of the Recreation and Community Services Department, which includes Aquatics, Community Services, Day Camp, Park Programs, Sports, Special Classes and Special Events, and administrative support to the Parks, Recreation and Cultural Arts Commission.

SERVICE OBJECTIVES

- Provide administrative and management support to all Department employees to enable them to provide quality customer service to the community.
- Provide service and support to the City Manager on matters relating to recreation and community services.
- Continue to work closely with the Public Works Department and the City Manager on capital improvement projects.
- Provide administrative support to the Parks, Recreation and Cultural Arts Commission.
- Develop, monitor and evaluate the Department's annual budget.
- Work closely with Department partners such as the Los Alamitos Unified School District and the Joint Forces Training Base to provide programs and services for the community.

WORK PLAN FOR 2009-10

- Research recreation program fees from surrounding cities to analyze Recreation and Community Services fees for FY 2009-10.
- Continue to provide the community an informative and attractive Community Services Guide and City newsletter during FY 2009-10.
- Work with the Los Alamitos Unified School District to review and assess the Sports Field Assessment to determine what changes need to be made in user group sports field allocation. Work with the Public Works Department to determine if sports field maintenance should be changed. Work with the user groups to determine fees necessary to support additional field maintenance, if necessary.
- Develop community partners to sponsor department programs.

Recreation and Community Services

AQUATICS

PROGRAM DESCRIPTION

The Los Alamitos Aquatics Program provides funding for the maintenance and operation of the USA Water Polo National Aquatic Center Olympic 50 meter pool. This venue provides an opportunity for community members to learn the fundamentals of swimming and water safety. Programs include the Learn-to-Swim program, which is offered seven months of the year and provides water safety instruction for all ages, and the Private/Semi-private year-round swimming lesson program. These programs teach necessary water safety skills in a fun and positive environment. Also offered are the year-round lap swimming program, safety service classes (CPR, First Aid, Lifeguarding, and Water Safety Instruction) Junior Lifeguards, and specialty classes such as water polo. Additionally the facility is the home of the USA Women's National Water Polo teams and is used extensively by local community groups providing competitive training in swimming and water polo for all ages and abilities.

SERVICE OBJECTIVES

- Continue to decrease expenditures in personnel and utility costs to help close the gap between revenue and expenditures.
- Maintain current user groups in order to maintain the incoming revenue.
- Provide as many opportunities as possible for pool patrons to take part in water safety and aquatics programs.

WORK PLAN FOR 2009-10

- Research and provide classes and programs that offer pool patrons various aquatic opportunities to take part in different pool-based activities by March 2010.
- Continue to work with all user groups individually and as a unit to provide the best venue for their practices, games and workouts and to maintain our outstanding relationships throughout 2009 and 2010.
- Work closely with the JFTB and their tenant groups to allow them training time in the pool to help offset the utility costs by December 2009.
- Work closely with the pool maintenance company and other maintenance personnel to research innovative ideas to maintain the pool at the highest level in the most cost effective manner by June 2010.

COMMUNITY SERVICES

PROGRAM DESCRIPTION

The Community Services Division is responsible for the development and implementation of year round programming and services aimed most specifically toward the senior population. The larger of these services include the Los Alamitos Senior Club and the Senior Meals & Services Program. Services added to ensure quality of life issues include the annual flu clinic, monthly blood pressure screenings, Medicare assistance, tax assistance, computer classes, legal aid, and an extensive travel program. Community Services is also responsible for scheduling, reservations, policy renovation, and up keep of day to day operations associated with the Community Center facility and surrounding complex.

SERVICE OBJECTIVES

- Provide recreation and social service programs for seniors.
- Expand and enhance programs for seniors to address current senior trends and issues.

Recreation and Community Services

COMMUNITY SERVICES (CONTINUED)

WORK PLAN FOR 2009-10

- Develop funding options and work with business community to develop partnerships to sponsor and provide for new/expanded programs i.e. partnering with HMO's to provide several screenings a year including cholesterol, osteoporosis bone density, and glucose screenings.
- Implement recommended findings from Senior Needs Assessment.
- Increase participation in the Senior Meals Program through promotion and publicity efforts.

DAY CAMP

PROGRAM DESCRIPTION

The Day Camp Division is responsible for the development and coordination of the Los Alamitos Day Camp Program. By offering extended hours, this program helps meet the need of many working parents as a daycare alternative. Activities include arts & crafts, swimming, sports, table games, movies, music, challenges, and field trips to the beach and amusement parks. Camp offers children a safe and fun environment to experience art, song, dance, drama and athletics while reinforcing good sportsmanship and fair play, and provides a positive social atmosphere where children and teens develop friendships and life learning experiences.

SERVICE OBJECTIVES

- Operate four seasonal day camps including winter, spring, and summer for approximately 1,300 youth participants.
- Coordinate youth and teen excursions to coincide with themes for summer day camps.

WORK PLAN FOR 2009-10

- Develop a Teen Day Camp for ages 12 to 15 specifically designed for teen interests by June 2010.
- Generate ideas to expand day camps to include special interest/focus camps to increase revenue and expand programming.
- Continue to develop an exciting Day Camp curriculum for ages 5 - 12 of games, sports, activities, leadership opportunities and arts and crafts to ensure maximize participation throughout the summer.

PARK PROGRAMS

PROGRAM DESCRIPTION

Drop in programs at Los Alamitos park sites provide children the opportunity to play in a safe and fun environment for the constructive use of their free time after school and during the summer. Children learn skills in areas such as leadership, teamwork, self-esteem development, and responsibility. This program also provides children the opportunity to participate in sports, competition, tournaments, games, and crafts. The program provides mentoring and supervision to children who would otherwise be home alone, lets children build and strengthen friendships, and creates a safe, neighborhood environment.

SERVICE OBJECTIVE

- Provide staffing to two park sites during the summer months for children ages 5 – 12 to participate in free sports activities, games, arts and crafts and special events.

Recreation and Community Services

PARK PROGRAMS (CONTINUED)

WORK PLAN FOR 2009-10

- Increase participation through extended outreach into the community through various publications including flyers, newsletters, and press releases.
- Structure programming to include academic/mentoring opportunities through Homework Club in the 2009-10 school year.
- Develop healthy park programming to promote health and wellness to address obesity trends among youth by June 2010.

SPORTS

PROGRAM DESCRIPTION

The Sports Division is responsible for the development and administration of Junior Pee-Wee, Pee-Wee, Youth and Adult sports programming. The Junior Pee-Wee, Pee-Wee and Youth programs are designed to introduce children to the various sports in a fun and positive way and to learn the fundamental skills in a non-competitive environment while practicing and playing games. The goals of these programs are learning social skills, creating friendships for children and parents, being part of a team, learning the values of good sportsmanship, and promoting positive self esteem. Adult Sports programs give adults the opportunity to exercise, promote wholesome physical activity, and provide an outlet for competition and fun. This program reduces stress, builds friendships, provides an opportunity for bonding, and promotes health and wellness.

SERVICE OBJECTIVES

- Operate and maintain team registrations for the three Adult Sport seasons that include slow pitch softball, soccer and basketball that serves approximately 4,500 participants annually.
- Operate, maintain and increase participation in a year round Youth Sports program that includes soccer, basketball, track & field, volleyball, flag football and t-ball for approximately 1,000 youth participants.

WORK PLAN FOR 2009-10

- Implement new and efficient methods of promotion for adult and youth sports.
- Develop an evaluation tool for all youth sport programs.
- Explore different adult and youth sports programs that are not traditional sports or team based.

SPECIAL CLASSES

PROGRAM DESCRIPTION

The Special Classes Division provides a comprehensive selection of special interest classes for all age groups. In this division, approximately 56 instructors teach a combination of 133 different classes. Classes are offered based on demand, viability and trend structure. Focus is placed on the instruction and development of skills in specialized areas.

The benefits to youth are increased self-esteem, mental stimulation, cultural appreciation, increased physical coordination and health. Special interest classes provide a positive and constructive use of free time. Participation can develop into lifelong interest or hobbies, and encourage growth in numerous areas.

For adults, classes can provide a positive structure for leisure time, an increased sense of self worth, social connectivity, improved skill levels, development of new interest and hobbies, and a noticeable increase in physical and mental well being.

Recreation and Community Services

SPECIAL CLASSES (CONTINUED)

SERVICE OBJECTIVES

- *Increase revenue in order to support department programs and services.*
- *Provide opportunities for participants to increase mental and physical health, cultural appreciation, skills, and sense of community pride by participating in a wide variety of programs.*

WORK PLAN FOR 2009-10

- *Review and recommend changes to the fee based classes, camps, special events, and facility and field rentals.*
- *Increase overall participation and decrease the number of cancelled classes in fee based classes through advertising and word-of-mouth.*
- *Keep abreast of trends in contract class offerings.*
- *Continue to meet the needs of contract class instructors by fostering good communication and providing a Community Center that is clean and well equipped.*

SPECIAL EVENTS

PROGRAM DESCRIPTION

The Special Events Division coordinates the City's annual special events including the Race on the Base, 4th of July Fireworks Spectacular, Amateur Photography Contest, Spring Carnival featuring the Egg Hunt, Halloween Carnival, Concerts on the Green, Band in the Park, and Holiday Bazaar.

Special events unite the community, focus on family, and strengthen community image and sense of place. Special events also give the community an opportunity to come together and celebrate the positive aspects of living in Los Alamitos.

SERVICE OBJECTIVES

- *Continue to provide quality City-wide special events to approximately 30,000 participants.*
- *Promote partnerships with private and non-profit agencies and the Joint Forces Training Base to enhance City-wide special events.*
- *Continue to work with local organizations to acquire volunteers for special events.*

WORK PLAN FOR 2009-10

- *Increase overall sponsorship funds received for all major special events including the Race on the Base and the 4th of July Spectacular.*
- *Explore additional municipal partnerships for the 4th of July Spectacular.*
- *Increase community partnerships for special events such as concerts, Spring Carnival and Halloween while providing memorable experiences to the community.*

Recreation and Community Services

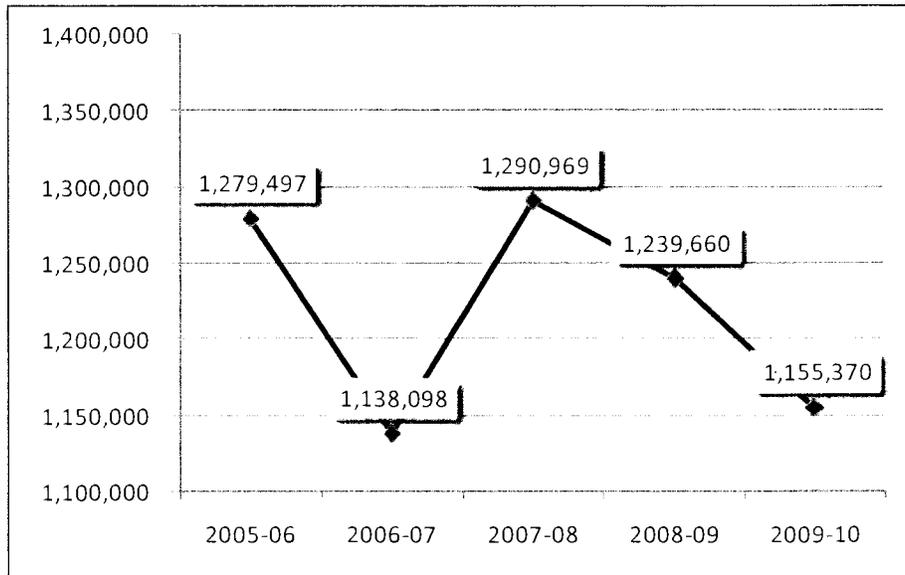
FUNCTION		DEPARTMENT TITLE			
LEISURE SERVICES		RECREATION & COMMUNITY SERVICES			
OBJECT CODE	EXPENSE CLASSIFICATION	2006-07 ACTUAL	2007-08 ACTUAL	2008-09 AMENDED BUDGET	2009-10 ADOPTED
SALARY & BENEFITS					
1001	SALARIES-FULLTIME	303,191	342,075	372,850	295,700
1003	HOURLY	270,188	291,294	270,440	316,680
1050	OVERTIME	4,837	3,812	1,480	100
1060	SICK LEAVE CONVERSION	826	0	610	0
1061	VACATION CONVERSION	14,669	9,974	0	0
1500	RETIREMENT	41,937	49,194	55,160	46,560
1501	PART-TIME RETIREMENT	10,467	10,987	11,370	11,950
1510	MEDICAL/DENTAL/VISION INSURANCE	24,298	32,460	37,990	29,100
1511	LIFE INSURANCE	1,295	1,578	1,480	1,280
1512	DISABILITY INSURANCE	1,788	1,818	2,000	1,640
1513	MEDICARE	7,973	9,370	9,440	8,960
1520	EAP PROGRAM	1,759	147	0	0
1530	PHYSICALS	0	95	0	0
1550	UNEMPLOYMENT COMPENSATION	85	0	0	0
1551	CAR ALLOWANCE	3,600	3,621	3,600	3,600
1558	CELLULAR PHONE ALLOWANCE	105	364	360	360
SALARY & BENEFITS TOTAL		687,016	756,789	766,780	715,930
MAINTENANCE & OPERATIONS					
2001	SUPPLIES/DIVISION EXPENSE	53,107	49,890	29,400	31,890
2005	COMPUTER TECH CENTER	640	846	900	900
2009	POSTAGE	9,222	9,747	10,200	10,000
2020	BANNERS	1,243	470	0	0
2120	NEWSLETTER	6,733	6,849	8,290	10,000
2125	RECREATION BROCHURE	23,693	30,198	27,000	22,720
2150	FOURTH OF JULY	14,294	24,682	31,400	24,200
2160	FINE ARTS PROJECTS	12,345	8,719	9,750	3,000
2260	TELEPHONE	2,565	3,105	2,600	2,700
2265	CELLULAR PHONE	488	767	600	130
2300	CONTRACTUAL SERVICES	6,440	5,905	8,800	3,200
2400	MAIN. - OFFICE EQUIPMENT	652	95	0	200
2410	MAIN. - COPIERS	8,556	8,809	8,750	8,750
2440	MAINTENANCE - BUILDINGS	3,068	982	0	0
2449	MAINTENANCE - BANNERS	7,053	10,009	0	0
2472	MAIN. - FIELDS/FACILITIES	11,044	7,725	5,000	5,700
2490	EQUIPMENT CHARGES	9,628	11,890	13,540	12,720
2491	TECHNOLOGY CHARGES	28,500	12,200	24,860	28,890
2500	TRAVEL & MEETINGS	4,289	3,666	1,650	3,000
2550	TRAINING	1,735	2,635	1,100	500
MAINT & OPERATIONS SUBTOTAL		205,295	199,189	183,840	168,500

Recreation and Community Services

FUNCTION LEISURE SERVICES		DEPARTMENT TITLE RECREATION & COMMUNITY SERVICES			
OBJECT CODE	EXPENSE CLASSIFICATION	2006-07 ACTUAL	2007-08 ACTUAL	2008-09 AMENDED BUDGET	2009-10 ADOPTED
	MAINTENANCE & OPERATIONS				
2570	MILEAGE REIMBURSEMENT	410	260	320	0
2600	DUES & SUBSCRIPTIONS	1,608	1,581	1,500	900
2701	ARTS & CRAFTS-ADULT	7,340	5,958	7,200	7,000
2702	ARTS & CRAFTS-CHILDREN	1,854	7,247	5,200	5,200
2703	COOKING-ADULT	1,118	122	1,000	1,000
2704	BASKETBALL-ADULT	10,214	9,485	4,300	6,900
2705	BASKETBALL-CHILDREN	4,809	3,532	3,500	3,900
2706	CHILDRENS PERFORMING ART	1,167	1,147	1,600	1,000
2707	COMPUTER TECH CENTER	0	0	0	480
2709	COOKING-CHILDREN	1,088	99	500	1,000
2723	DANCE-ADULT	7,208	7,413	6,900	6,900
2724	DANCE-CHILDREN	7,130	6,331	8,000	10,000
2725	DAY CAMPS	17,025	15,804	15,600	18,800
2734	EXCURSIONS	85,008	85,142	90,000	57,920
2735	EXERCISE-ADULT	14,254	11,032	12,000	12,000
2736	FACILITY RENTAL-COMM CENTER	4,442	4,951	6,600	5,600
2740	FITNESS-CHILDREN	5,429	4,108	4,500	4,000
2760	FIELD FEES (MCAULIFFE)	4,163	6,983	3,800	1,500
2761	FIELD FEES (OAK)	7,295	16,820	3,000	2,500
2765	10-K 5-K RACE	1,307	66,213	55,000	60,000
2772	PRE-SCHOOL	11,798	7,371	6,600	8,000
2776	SLO-PITCH	11,456	16,921	14,600	14,000
2777	SOCCER-ADULT	14,562	15,168	11,000	13,180
2778	SOCCER-YOUTH	613	828	1,000	980
2781	SPECIAL EVENTS	3,856	3,505	0	0
2782	SPECIAL INTEREST-ADULT	5,004	5,732	5,000	5,000
2783	SPECIAL INTEREST-YOUTH	5,969	9,428	10,000	18,000
2784	SPECIAL INTEREST-TEEN	1,248	466	600	500
2785	SPECIAL KIDS ACTIVITIES	440	347	500	500
2788	SUMMER SPORTS CAMPS	2,227	1,164	1,170	0
2790	T-BALL	1,277	1,133	1,000	1,230
2793	TRACK & FIELD	1,111	990	1,350	1,500
2796	VOLLEYBALL	2,186	1,590	2,200	1,450
	MAINTENANCE & OPERATIONS TOTAL	449,910	518,060	469,380	439,440
	CAPITAL OUTLAY				
3150	COMPUTERS	1,171	1,220	0	0
3130	RECREATION EQUIPMENT	0	0	3,500	0
3300	IMPROVEMENTS	0	14,900	0	0
	CAPITAL OUTLAY TOTAL	1,171	16,120	3,500	0
	DEPARTMENT TOTAL	1,138,098	1,290,969	1,239,660	1,155,370

Recreation and Community Services

Departmental Expenditures
FY 2005/06 – FY 2009/10

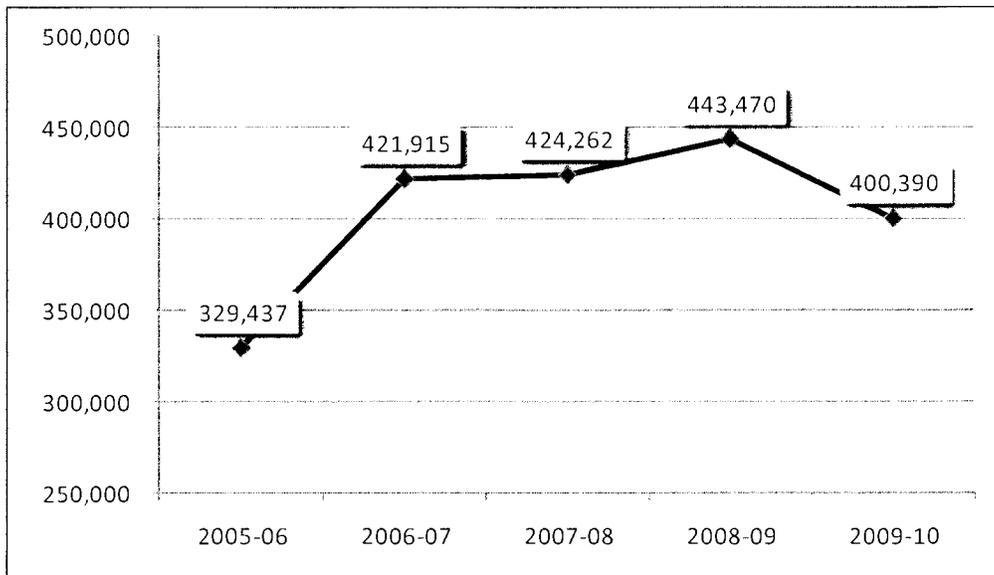


Recreation and Community Services

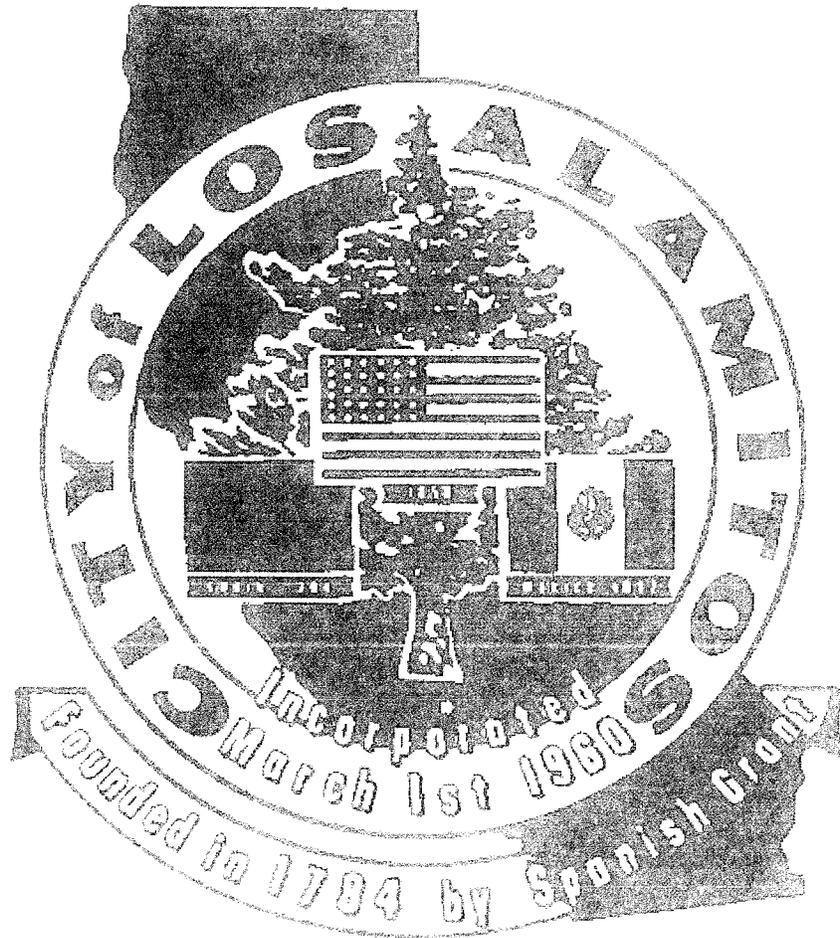
FUNCTION		DEPARTMENT TITLE			
LEISURE SERVICES		JOINT FORCES TRAINING BASE POOL FUND			
OBJECT CODE	EXPENSE CLASSIFICATION	2006-07 ACTUAL	2007-08 ACTUAL	2008-09 AMENDED BUDGET	2009-10 ADOPTED
SALARY & BENEFITS					
1001	SALARIES-FULLTIME	31,209	31,224	35,730	34,030
1003	HOURLY	114,628	166,378	153,830	127,310
1005	HOURLY - MAINTENANCE	25,159	22,655	21,160	21,160
1050	OVERTIME	2,345	3,432	2,500	0
1060	SICK LEAVE CONVERSION	71	0	0	0
1500	RETIREMENT	4,116	4,142	5,290	5,360
1501	PART-TIME RETIREMENT	5,322	7,337	6,880	5,720
1510	MEDICAL INSURANCE	0	0	2,980	3,900
1511	LIFE INSURANCE	0	0	110	110
1512	DISABILITY INSURANCE	0	0	180	180
1513	MEDICARE	2,511	3,289	3,220	2,710
SALARY & BENEFITS TOTAL		185,362	238,457	231,880	200,480
MAINTENANCE & OPERATIONS					
2001	SUPPLIES	9,743	9,888	10,000	10,000
2200	ELECTRICITY	81,562	31,347	76,890	42,480
2250	NATURAL GAS	8,398	104,099	81,730	99,400
2251	TELECOM CHARGES	0	0	0	1,800
2270	WATER	7,042	15,807	12,050	16,340
2370	FACILITY MAINTENANCE	369	0	500	0
2477	POOL MAINTENANCE	129,439	23,490	25,000	25,000
2491	TECHNOLOGY CHARGES	0	1,100	3,820	3,790
2510	MILEAGE	0	0	100	100
2600	DUES & SUBSCRIPTIONS	0	60	0	0
2787	SUMMER LEARN TO SWIM AQUATIC	0	14	500	0
2797	MASTER SWIM PROGRAM	0	0	1,000	1,000
MAINTENANCE & OPERATIONS TOTAL		236,553	185,805	211,590	199,910
DEPARTMENT TOTAL		421,915	424,262	443,470	400,390

Recreation and Community Services

Departmental Expenditures
FY 2005/06 – FY 2009/10



Seven Year Capital Improvement Program Budget



Seven Year Capital Improvement Program Budget

PROJECT TITLE	FUNDING SOURCE	FISCAL YEAR 2009-10	FISCAL YEAR 2010-11	FISCAL YEAR 2011-12	FISCAL YEAR 2012-13
STREETS AND DRAINAGE					
Arterial and Residential Tree Program	Gas Tax	\$ 10,000	\$ 10,000	\$ 10,000	\$ 10,000
Concrete Repairs (Sidewalks, Curbs, Gutters, Ramps)	Res Street Fund	40,000	40,000	40,000	40,000
Street Markings/Striping	Gas Tax	10,000	10,000	10,000	10,000
Residential Street Improvements	Measure M / Gas Tax /Prop 42	900,000	500,000	500,000	300,000
Corporate Center Drive/Calle Lee Reconstruction	Measure M/Gas Tax	35,000	350,000		
Cerritos and Humboldt Intersection Improvements	Gas Tax	30,000			
Walnut Street Curb and Gutter Replacement	Measure M	75,000			
Pavement Management Program Update	Measure M	25,000			
Katella Ave. Resurfacing Siboney to Walker	Econ Stimulus /Gas Tax	550,000			
Alley Improvements	CDBG		280,000		
Ball Road Pavement Rehabilitation	Measure M/AHRP		430,000		
Briggeman Street Widening/Utility Undergrounding	Traffic Imp		150,000		
Farquhar Avenue/Los Alamitos Boulevard Intersection Imp.	Measure M/Gas Tax		40,000	360,000	
Pavement Rehabilitation of Industrial/Commercial Streets	Gas Tax/Measure M		500,000		
Storm Drain Master Plan - Citywide	General Fund			150,000	
Traffic Calming Study Implementation - Phase 2	Gas Tax			50,000	
Cerritos Avenue Pavement Rehabilitation	Measure M / AHRP			750,000	
Katella Avenue Bus Turnouts	Measure M			200,000	
Cerritos Avenue/Los Alamitos Boulevard Intersection Improvements	Measure M/Gas Tax			150,000	
Traffic Calming Study Implementation - Phase 3	Gas Tax				50,000
Katella Avenue Pavement Rehab-Siboney to Walker	Measure M/AHRP				500,000
Bloomfield Street Pavement Rehabilitation	Measure M/AHRP				500,000
Cerritos and Lexington Intersection Improvements	Measure M				
City Median Islands Landscaping Lighting	Unfunded				
Bloomfield/Los Alamitos Elementary Traffic Signal	Measure M				
Orangewood Avenue Pavement Rehabilitation	Unfunded				
Street Light Retrofit (Energy Conservation Upgrade)	Unfunded				
Subtotal		1,675,000	2,310,000	2,220,000	1,410,000

Seven Year Capital Improvement Program Budget

PROJECT TITLE	FUNDING SOURCE	FISCAL YEAR 2013-14	FISCAL YEAR 2014-15	FISCAL YEAR 2015-16	TOTAL PROJECT COSTS
STREETS AND DRAINAGE					
Arterial and Residential Tree Program	Gas Tax	\$ 10,000	\$ 10,000	\$ 10,000	\$ 70,000
Concrete Repairs (Sidewalks, Curbs, Gutters, Ramps)	Res Street Fund				160,000
Street Markings/Striping	Gas Tax	10,000	10,000	10,000	70,000
Residential Street Improvements	Measure M / Gas Tax /Prop 42	300,000	300,000	300,000	3,100,000
Corporate Center Drive/Calle Lee Reconstruction	Measure M/Gas Tax				385,000
Cerritos and Humboldt Intersection Improvements	Gas Tax				30,000
Walnut Street Curb and Gutter Replacement	Measure M				75,000
Pavement Management Program Update	Measure M				25,000
Katella Ave. Resurfacing Siboney to Walker	Econ Stimulus /Gas Tax				550,000
Alley Improvements	CDBG				280,000
Ball Road Pavement Rehabilitation	Measure M/AHRP				430,000
Briggeman Street Widening/Utility Undergrounding	Traffic Imp				150,000
Farquhar Avenue/Los Alamitos Boulevard Intersection Imp.	Measure M/Gas Tax				400,000
Pavement Rehabilitation of Industrial/Commercial Streets	Gas Tax/Measure M				500,000
Storm Drain Master Plan - Citywide	General Fund				150,000
Traffic Calming Study Implementation - Phase 2	Gas Tax				50,000
Cerritos Avenue Pavement Rehabilitation	Measure M / AHRP				750,000
Katella Avenue Bus Turnouts	Measure M				200,000
Cerritos Avenue/Los Alamitos Boulevard Intersection Improvements	Measure M/Gas Tax				150,000
Traffic Calming Study Implementation - Phase 3	Gas Tax				50,000
Katella Avenue Pavement Rehab-Siboney to Walker	Measure M/AHRP				500,000
Bloomfield Street Pavement Rehabilitation	Measure M/AHRP				500,000
Cerritos and Lexington Intersection Improvements	Measure M	200,000			200,000
City Median Islands Landscaping Lighting	Unfunded	40,000			40,000
Bloomfield/Los Alamitos Elementary Traffic Signal	Measure M		395,000		395,000
Orangewood Avenue Pavement Rehabilitation	Unfunded		150,000		150,000
Street Light Retrofit (Energy Conservation Upgrade)	Unfunded		100,000		100,000
Subtotal		560,000	965,000	320,000	9,460,000

Seven Year Capital Improvement Program Budget

PROJECT TITLE	FUNDING SOURCE	FISCAL YEAR 2009-10	FISCAL YEAR 2010-11	FISCAL YEAR 2011-12	FISCAL YEAR 2012-13
PARKS					
Little Cottonwood Park Field Renovations	Park Development	40,000	170,000		
Coyote Creek Improvement Project	River/Mtn Conserv		1,025,000		
Laurel Park Field Renovations	Park Development		40,000	370,000	
Little Cottonwood Park Parking Lot Resurfacing	General Fund			35,000	
Block Wall Installation - Little Cottonwood Park	Unfunded				30,000
Block Wall Installation - Lewis Park	Unfunded				60,000
Orville Lewis Park Field/Basketball Court Renovations	State Park Bond				
Laurel Park Parking Lot Resurfacing/Expansion	General Fund				
Carbon Creek Confluence Park Development	Unfunded				
Subtotal		40,000	1,235,000	405,000	90,000
FACILITIES					
Fenley Pump Station/Water Quality Improvements	Gas Tax	10,000			
Museum Roof Improvements	Building Improvement	35,000			
Community Center and Youth Center Rehabilitation	Unfunded		50,000		
Community Center Parking Lot Renovation	General Fund		25,000		
JFTB Pool Shade Structure	Pool		30,000		
Pine Street Parking Lot Pavement Rehabilitation	Unfunded			50,000	
Police Department Office Construction	General Fund				50,000
Los Alamitos Museum Seismic Retrofits	Unfunded				20,000
City Hall Parking Lot Renovation (Asphalt Overlay)	General Fund				
Air Conditioner Replacement (4 units)	General Fund				
City Yard Improvements - Heavy Equip. Building Installation	Building Imp				
Subtotal		45,000	105,000	50,000	70,000
TOTAL PROJECT COSTS		\$ 1,760,000	\$ 3,650,000	\$ 2,675,000	\$ 1,570,000

Seven Year Capital Improvement Program Budget

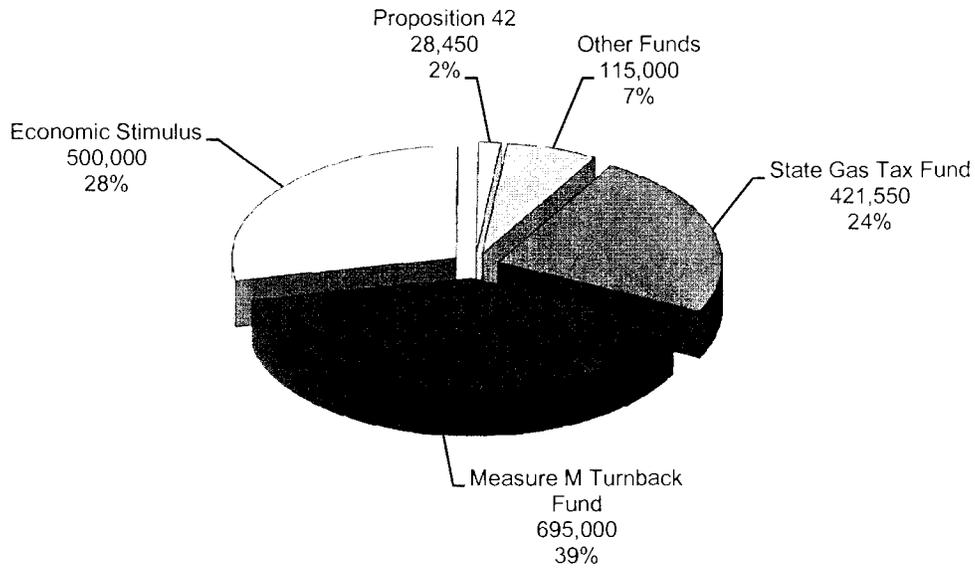
PROJECT TITLE	FUNDING SOURCE	FISCAL YEAR 2013-14	FISCAL YEAR 2014-15	FISCAL YEAR 2015-16	TOTAL PROJECT COSTS
PARKS					
Little Cottonwood Park Field Renovations	Park Development				210,000
Coyote Creek Improvement Project	River/Mtn Conserv				1,025,000
Laurel Park Field Renovations	Park Development				410,000
Little Cottonwood Park Parking Lot Resurfacing	General Fund				35,000
Block Wall Installation - Little Cottonwood Park	Unfunded				30,000
Block Wall Installation - Lewis Park	Unfunded				60,000
Orville Lewis Park Field/Basketball Court Renovations	State Park Bond	200,000			200,000
Laurel Park Parking Lot Resurfacing/Expansion	General Fund		50,000		50,000
Carbon Creek Confluence Park Development	Unfunded		750,000		750,000
Subtotal		200,000	800,000	-	2,770,000
FACILITIES					
Fenley Pump Station/Water Quality Improvements	Gas Tax				10,000
Museum Roof Improvements	Building Improvement				35,000
Community Center and Youth Center Rehabilitation	Unfunded				50,000
Community Center Parking Lot Renovation	General Fund				25,000
JFTB Pool Shade Structure	Pool				30,000
Pine Street Parking Lot Pavement Rehabilitation	Unfunded				50,000
Police Department Office Construction	General Fund				50,000
Los Alamos Museum Seismic Retrofits	Unfunded				20,000
City Hall Parking Lot Renovation (Asphalt Overlay)	General Fund	35,000			35,000
Air Conditioner Replacement (4 units)	General Fund	65,000			65,000
City Yard Improvements - Heavy Equip. Building Installation	Building Imp		45,000		45,000
Subtotal		100,000	45,000	-	415,000
TOTAL PROJECT COSTS		\$ 860,000	\$ 1,810,000	\$ 320,000	\$ 12,645,000

Fiscal Year 2009-10 Capital Improvement Program

DEPARTMENT	2009-10 ADOPTED
APPROPRIATIONS	
GENERAL GOVERNMENT SERVICES	45,000
LEISURE SERVICES	40,000
TRANSPORTATION SERVICES	1,675,000
TOTAL APPROPRIATIONS	1,760,000
RESOURCES ALLOCATED	
STATE GAS TAX FUND	421,550
MEASURE M TURNBACK FUND	695,000
ECONOMIC STIMULUS	500,000
PROPOSITION 42	28,450
OTHER FUNDS	115,000
TOTAL RESOURCES	1,760,000

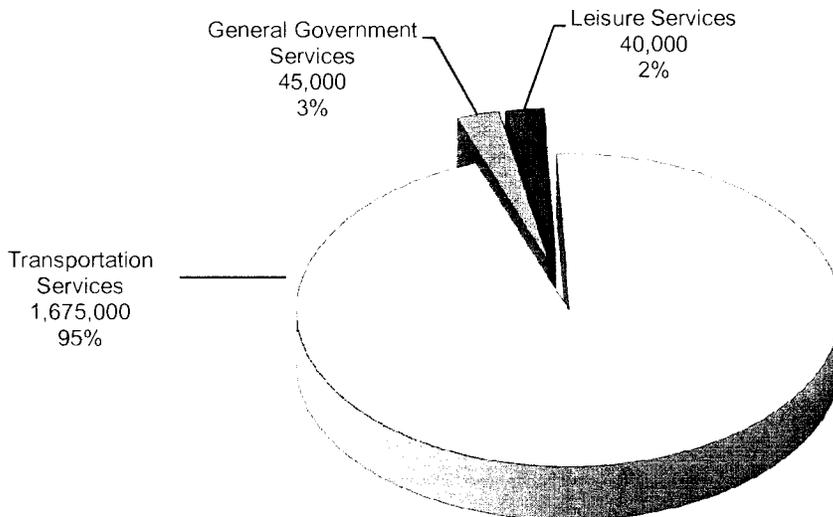
Fiscal Year 2009-10 Capital Improvement Program

Capital Improvement Projects Revenue Summary FY 2009-10



Total Capital Improvement Revenue Summary - \$1,760,000

Capital Improvement Projects Expenditure Summary FY 2009-10



Total Capital Improvement Expenditure Summary - \$1,760,000

Arterial and Residential Tree Program

Project Description:

This project provides for the purchase, planting, and maintenance of arterial street trees throughout the City. Dead and/or diseased trees are replaced. New trees are planted when requested by citizens or as the survey reveals.

Project Location:

Citywide



Type of Project: Planting and maintenance of City's arterial and residential street trees.

Project Cost	Seven Year							
	Total	FY 09-10	FY 10-11	FY 11-12	FY 12-13	FY 13-14	FY 14-15	FY 15-16
Construction Costs								
Preliminary Engineering/Environmental Design								
Right-of-Way Construction	70,000	10,000	10,000	10,000	10,000	10,000	10,000	10,000
Construction Management								
Total Construction	\$ 70,000	\$ 10,000	\$ 10,000	\$ 10,000	\$ 10,000	\$ 10,000	\$ 10,000	\$ 10,000

Funding Source	Seven Year							
	Total	FY 09-10	FY 10-11	FY 11-12	FY 12-13	FY 13-14	FY 14-15	FY 15-16
Gas Tax	70,000	10,000	10,000	10,000	10,000	10,000	10,000	10,000
Total Funding	\$ 70,000	\$ 10,000	\$ 10,000	\$ 10,000	\$ 10,000	\$ 10,000	\$ 10,000	\$ 10,000

Concrete Repairs (Sidewalks, Curbs, Gutters, Ramps)

Project Description:

This project provides for repair and replacement of public sidewalks, curbs, and gutters that have failed due to vegetative displacement or age.

Project Location:

Citywide



Type of Project: Repair and replacement of public sidewalks, curbs, and gutters; and installation of new curb ramps.

Project Cost	Seven Year							
	Total	FY 09-10	FY 10-11	FY 11-12	FY 12-13	FY 13-14	FY 14-15	FY 15-16
Construction Costs								
Preliminary Engineering/Environmental Design								
Right-of-Way								
Construction	160,000	40,000	40,000	40,000	40,000			
Construction Management								
Total Construction	\$ 160,000	\$ 40,000	\$ 40,000	\$ 40,000	\$ 40,000	\$ -	\$ -	\$ -

Funding Source	Seven Year							
	Total	FY 09-10	FY 10-11	FY 11-12	FY 12-13	FY 13-14	FY 14-15	FY 15-16
Residential Street Fund	160,000	40,000	40,000	40,000	40,000			
Total Funding	\$ 160,000	\$ 40,000	\$ 40,000	\$ 40,000	\$ 40,000	\$ -	\$ -	\$ -

Street Markings/Striping

Project Description:

This project provides for the replacement of street and painted roadway markings. Street markings such as stop sign bars and road striping are an essential element of traffic safety.

Project Location:

Citywide



Type of Project: Replacement of street and painted roadway markings

Project Cost	Seven Year							
	Total	FY 09-10	FY 10-11	FY 11-12	FY 12-13	FY 13-14	FY 14-15	FY 15-16
Construction Costs								
Preliminary Engineering/Environmental Design								
Right-of-Way Construction	70,000	10,000	10,000	10,000	10,000	10,000	10,000	10,000
Construction Management								
Total Construction	\$ 70,000	\$ 10,000						

Funding Source	Seven Year							
	Total	FY 09-10	FY 10-11	FY 11-12	FY 12-13	FY 13-14	FY 14-15	FY 15-16
Gas Tax	70,000	10,000	10,000	10,000	10,000	10,000	10,000	10,000
Total Funding	\$ 70,000	\$ 10,000						

Residential Street Improvements

Project Description:

This project provides for construction of street improvements via slurry sealing and pavement overlay and repairs to residential streets throughout the City in accordance with the City's adopted Pavement Management Program. The FY 2009-10 project will involve an asphalt overlay of the Woodcrest, Country Square, New Dutch Haven, Old Dutch Haven and Surburbia neighborhoods.

Project Location:

Citywide



Type of Project: Residential street improvements and repairs

Project Cost	Seven Year							
	Total	FY 09-10	FY 10-11	FY 11-12	FY 12-13	FY 13-14	FY 14-15	FY 15-16
Construction Costs								
Preliminary Engineering/Environmental Design	200,000	60,000	30,000	30,000	20,000	20,000	20,000	20,000
Right-of-Way Construction	2,750,000	790,000	450,000	450,000	265,000	265,000	265,000	265,000
Construction Management	150,000	50,000	20,000	20,000	15,000	15,000	15,000	15,000
Total Construction	\$ 3,100,000	\$ 900,000	\$ 500,000	\$ 500,000	\$ 300,000	\$ 300,000	\$ 300,000	\$ 300,000

Funding Sources	Seven Year							
	Total	FY 09-10	FY 10-11	FY 11-12	FY 12-13	FY 13-14	FY 14-15	FY 15-16
Measure M Turnback	1,860,000	560,000	300,000	200,000	200,000	200,000	200,000	200,000
Gas Tax	1,211,550	311,550	200,000	300,000	100,000	100,000	100,000	100,000
Proposition 42	28,450	28,450						
Total Funding	\$ 3,100,000	\$ 900,000	\$ 500,000	\$ 500,000	\$ 300,000	\$ 300,000	\$ 300,000	\$ 300,000

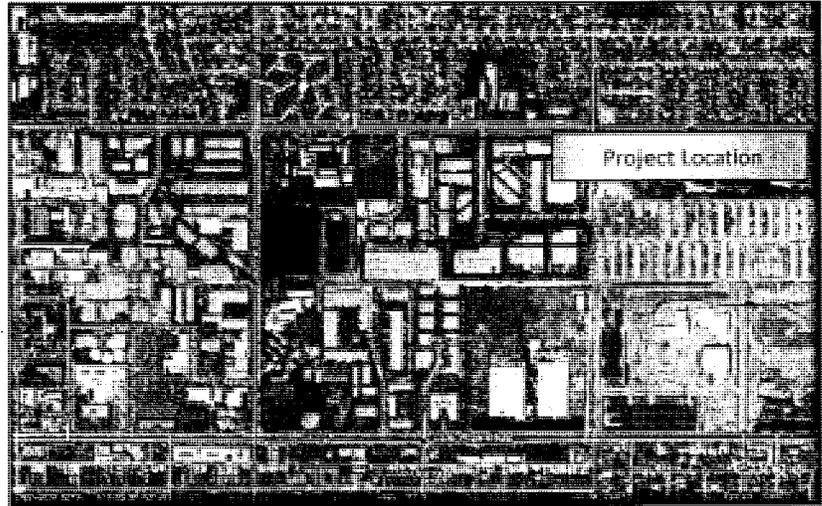
Corporate Center Drive and Calle Lee Reconstruction

Project Description:

This project provides for design of the rehabilitation of the roadway section to improve structural integrity and provide long term stability.

Project Location:

Corporate Center Drive and Calle Lee



Type of Project: Pavement Reconstruction

Project Cost	Seven Year							
	Total	FY 09-10	FY 10-11	FY 11-12	FY 12-13	FY 13-14	FY 14-15	FY 15-16
Construction Costs								
Design/Environmental	35,000	35,000						
Right-of-Way								
Construction								
Construction Management	350,000		350,000					
Total Construction	\$ 385,000	\$ 35,000	\$ 350,000	\$ -				

Funding Source	Seven Year							
	Total	FY 09-10	FY 10-11	FY 11-12	FY 12-13	FY 13-14	FY 14-15	FY 15-16
Measure M Turnback	35,000	35,000						
Gas Tax	350,000		350,000					
Total Funding	\$ 385,000	\$ 35,000	\$ 350,000	\$ -				

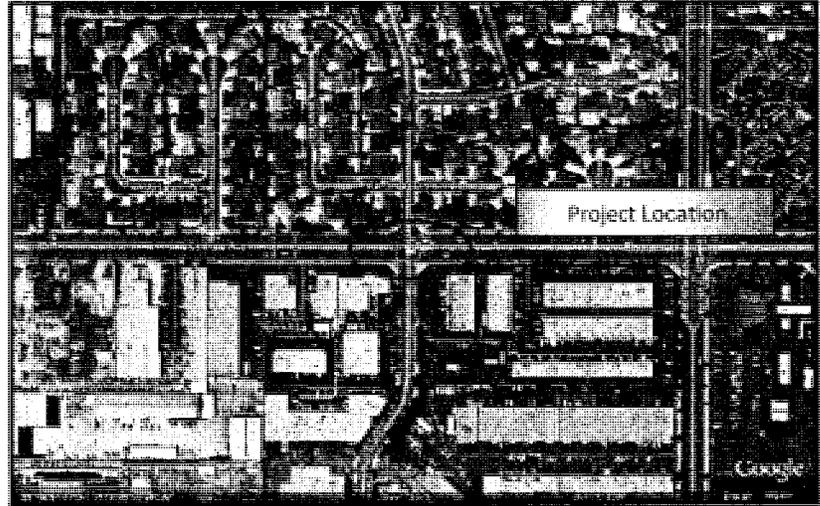
Cerritos and Humbolt Intersection Improvements

Project Description:

This project consists of minor intersection improvements to improve traffic flow.

Project Location:

Cerritos and Humbolt



Type of Project: Cerritos and Humbolt intersection Improvements

Project Cost	Seven Year							
	Total	FY 09-10	FY 10-11	FY 11-12	FY 12-13	FY 13-14	FY 14-15	FY 15-16
Construction Costs								
Preliminary Engineering/Environmental Design	5,000	5,000						
Right-of-Way Construction Construction Management	25,000	25,000						
Total Construction	\$ 30,000	\$ 30,000	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -

Funding Source	Seven Year							
	Total	FY 09-10	FY 10-11	FY 11-12	FY 12-13	FY 13-14	FY 14-15	FY 15-16
Gas Tax	30,000	30,000						
Total Funding	\$ 30,000	\$ 30,000	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -

Walnut Street Curb and Gutter Replacement

Project Description:

This project consists of the replacement of curb and gutter where drainage is poor or curb is in need of replacement due to damage.

Project Location:

Walnut Street



Type of Project: Curb and Gutter Replacement

Project Cost	Seven Year							
	Total	FY 09-10	FY 10-11	FY 11-12	FY 12-13	FY 13-14	FY 14-15	FY 15-16
Construction Costs								
Preliminary Engineering/Environmental Design	8,000	8,000						
Right-of-Way Construction Construction Management	67,000	67,000						
Total Construction	\$ 75,000	\$ 75,000	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -

Funding Source	Seven Year							
	Total	FY 09-10	FY 10-11	FY 11-12	FY 12-13	FY 13-14	FY 14-15	FY 15-16
Measure M Turnback	75,000	75,000						
Total Funding	\$ 75,000	\$ 75,000	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -

Pavement Management Program Update

Project Description:

Measure M requires the pavement management program be updated every two years to qualify for Measure M funding.

Project Location:

Citywide



Type of Project: Pavement Management Program Update

Project Cost	Seven Year							
	Total	FY 09-10	FY 10-11	FY 11-12	FY 12-13	FY 13-14	FY 14-15	FY 15-16
Construction Costs								
Design/Environmental	25,000	25,000						
Right-of-Way								
Construction								
Construction Management								
Total Construction	\$ 25,000	\$ 25,000	\$ -					

Funding Source	Seven Year							
	Total	FY 09-10	FY 10-11	FY 11-12	FY 12-13	FY 13-14	FY 14-15	FY 15-16
Measure M Turnback	25,000	25,000						
Total Funding	\$ 25,000	\$ 25,000	\$ -					

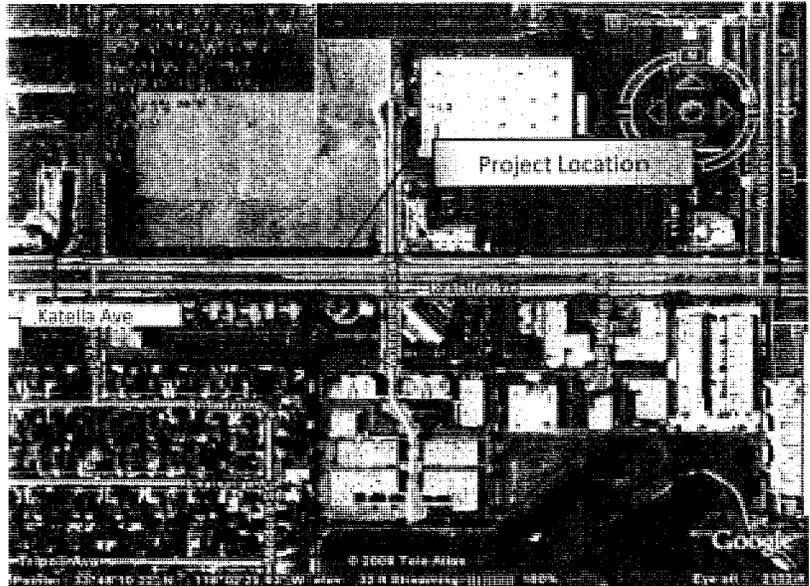
Katella Avenue Resurfacing/Siboney Street to Walker Street

Project Description:

This project provides for reconstruction/rehabilitation and resurfacing of pavement for Katella Avenue between Siboney Street and Walker Street.

Project Location:

Katella Avenue from Siboney Street to Walker Street



Type of Project: Reconstruction of pavement

Project Cost	Seven Year							
	Total	FY 09-10	FY 10-11	FY 11-12	FY 12-13	FY 13-14	FY 14-15	FY 15-16
Construction Costs								
Design/Environmental	30,000	30,000						
Right-of-Way								
Construction	470,000	470,000						
Construction Management	50,000	50,000						
Total Construction	\$ 550,000	\$ 550,000	\$ -					

Funding Sources	Seven Year							
	Total	FY 09-10	FY 10-11	FY 11-12	FY 12-13	FY 13-14	FY 14-15	FY 15-16
Economic Stimulus Funds	500,000	500,000						
Gas Tax	50,000	50,000						
Total Funding	\$ 550,000	\$ 550,000	\$ -					

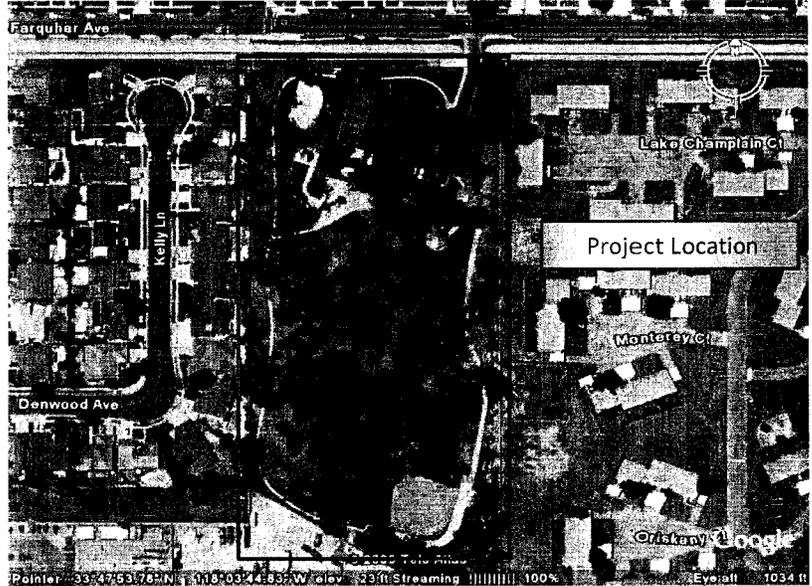
Little Cottonwood Park Field Renovations – Phase 1

Project Description:

This project provides for replacement of existing irrigation throughout the park, new installation of turf and grading where necessary.

Project Location:

Little Cottonwood Park



Type of Project: Park Field Renovations

Project Cost	Seven Year							
	Total	FY 09-10	FY 10-11	FY 11-12	FY 12-13	FY 13-14	FY 14-15	FY 15-16
Construction Costs								
Design/Environmental	40,000	40,000						
Right-of-Way								
Construction	155,000		155,000					
Construction Management	15,000		15,000					
Total Construction	\$ 210,000	\$ 40,000	\$ 170,000	\$ -				

Funding Sources	Seven Year							
	Total	FY 09-10	FY 10-11	FY 11-12	FY 12-13	FY 13-14	FY 14-15	FY 15-16
Park Development Fund	210,000	40,000	170,000					
Total Funding	\$ 210,000	\$ 40,000	\$ 170,000	\$ -				

Fenley Pump Station/ Water Quality Improvements

Project Description:

This project is to provide for drainage filters from the pump station into the nearby creek. Corrections need to be made to comply with National Pollution Discharge Elimination System (NPDES) requirements. This issue was reported to the Santa Ana Regional Water Quality Control Board (SARWQCB) during the last reporting period.

Project Location:

Project is on city property at the west end of Fenley Street, west of Toland Avenue



Type of Project: Fenley Pump Station Upgrade

Project Cost	Seven Year							
	Total	FY 09-10	FY 10-11	FY 11-12	FY 12-13	FY 13-14	FY 14-15	FY 15-16
Construction Costs								
Preliminary Engineering/Environmental Design	1,000	1,000						
Right-of-Way Construction Construction Management	9,000	9,000						
Total Construction	\$ 10,000	\$ 10,000	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -

Funding Source	Seven Year							
	Total	FY 09-10	FY 10-11	FY 11-12	FY 12-13	FY 13-14	FY 14-15	FY 15-16
Gas Tax	10,000	10,000						
Total Funding	\$ 10,000	\$ 10,000	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -

Museum Roof Improvements

Project Description:

This project consists of the repair and replacement of the termite damaged roofing system at the historic museum. The project has been deferred for several years and the roof is in need of repairs.

Project Location:

Los Alamitos Boulevard North of Green Street



Type of Project: Museum Roof Improvements

Project Cost	Seven Year							
	Total	FY 09-10	FY 10-11	FY 11-12	FY 12-13	FY 13-14	FY 14-15	FY 15-16
Construction Costs								
Preliminary Engineering/Environmental Design								
Right-of-Way								
Construction	35,000	35,000						
Construction Management								
Total Construction	\$ 35,000	\$ 35,000	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -

Funding Source	Seven Year							
	Total	FY 09-10	FY 10-11	FY 11-12	FY 12-13	FY 13-14	FY 14-15	FY 15-16
Building Improvement Fund	35,000	35,000						
Total Funding	\$ 35,000	\$ 35,000	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -

Fiscal Year 2009-10 Capital Improvement Program

