



# CITY OF LAGUNA HILLS CALIFORNIA

## Biennial Budget FY 2013/14 - 2014/15



Veoh Lakes, Laguna Hills  
Photo By: Ralph Palomares



# **CITY OF LAGUNA HILLS**

## **CALIFORNIA**

### **BIENNIAL BUDGET**

### **FISCAL YEAR 2013/ 14 – 2014/ 15**

#### **MAYOR**

*Barbara Kogerman*

#### **MAYOR PRO-TEMPORE**

*Andrew Blount*

#### **COUNCIL MEMBERS**

*Randal Bressette*

*Melody Carruth.*

*Dore Gilbert*

#### **CITY MANAGER**

*Bruce E. Channing*

#### **ASSISTANT CITY MANAGER**

*Donald J. White*

#### **PREPARED BY**

*Janice Mateo Reyes, Finance Manager*

*Melissa Au-Yeung, Management Analyst*



GOVERNMENT FINANCE OFFICERS ASSOCIATION

*Distinguished  
Budget Presentation  
Award*

PRESENTED TO

**City of Laguna Hills  
California**

For the Biennium Beginning

**July 1, 2011**

*Linda C. Dandson Jeffrey R. Emer*

President

Executive Director

# CITY OF LAGUNA HILLS

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# CITY OF LAGUNA HILLS

## Budget Message

Biennial Budget

FY 2013/14 – 2014/15

*Honorable Mayor and Council Members:*

**W**e are pleased to present to you the City of Laguna Hills' 2013-2015 Biennial Budget. This lengthy and informative document is comprised of a 2-year operating plan, a 6-year capital improvement program, and an appropriation for debt service and other uses. Moreover, it is a reflection of your leadership in shaping the service priorities and goals of the Laguna Hills community while maintaining fiscal prudence and oversight.

This budget message will provide you with an overview of the City's financial program for the next two years and the major priorities and issues that helped shape the budget. The information in this budget document is organized into the following five sections:

1. Introduction: This section introduces the reader to the budget and includes this budget message, a list of the City Council Members and appointed officials, and the City's functional organizational chart.
2. Budget Summaries: This section includes the 8-Year Resource Allocation Plan, Consolidated Report of all Funding Sources and Uses, and the Total Budget for all funds.
3. Department Plans and Budgets: The City plans and budgets are organized by departments: City Council/City Manager, City Clerk, Administrative Services, Information Technology, Community Development, Public Services, Community Services,

and Public Safety. For each department, information provided includes its mission, functional areas, major plans and work programs, budgeted staffing allocations, and a historical trend graph of expenditures.

4. Capital Improvement Plan: This section includes summary pages listing the capital projects which are intended to be carried out in the next six years and their related funding sources. The individual capital projects are presented in a two-page side-by-side format which provides detailed information on each project.
5. Appendices: This section contains the following supporting documentation: Financial Policies, Major Plans (and their associated collective ranking by the City Council), Budgetary Basis and Accounting Principles, Budget Calendar, Appropriations Limit Calculation, Resolution Adopting the Budget, Personnel Allocation Schedule, Debt Information, Glossary, and Demographics.

## Budget Highlights, Assumptions & Priorities

In the aftermath of what is now known as the Great Recession, which began in December 2007 and lasted through 2009, the economic landscape of the State and region has transformed substantially. While the Great Recession officially ended four years ago, it is now apparent that the lingering effects have resulted in a structural correction in the economy and led to what many are referring to as the “new normal. Local government revenues in particular have been greatly affected and, consequently, this has impacted the development of the 2013-2015 Biennial Budget.

The budget corrections enacted by the City Council during the last four years, coupled with the continued vigilance to control spending, have allowed the City to successfully weather the greatest recession in a generation. Given this budget cycle’s conservative revenue projections, it has become apparent that the budget austerity imposed during the last biennial budget cycle needs to continue during the 2013-2015 Biennial Budget.

While a concerted effort has been made to reduce or limit the growth of budgeted expenditures in this budget cycle, we remain cautiously optimistic that the City will see stronger signs of recovery in the local tax base going forward, especially as general economic activity in the City continues to increase and new businesses open.

Consequently, this budget was developed with the following annualized average growth assumptions over the next eight years:

General Inflation	2.81%
Taxable Sales:	4.05%
Assessed Valuation:	3.44%
Sheriff's Contract:	3.95%
Interest Rate on Investments:	1.47%

In addition, there are a number of local development assumptions included in the City's 8-Year Resource Allocation Plan:

- The Laguna Hills Mall will undergo major redevelopment in FY 14/15 and FY 15/16 and be open for business by June 2016.
- Oakbrook Village will undergo major redevelopment in FY 13/14 and be completed by the end of FY 14/15.
- The Village at Nellie Gail Ranch will undergo redevelopment beginning in May of 2013 and be completed by the end of FY 13/14.

It should be noted that the local development assumptions, with the exception of the Village at Nellie Gail Ranch, do not have a positive impact over the next two years and, should the projects be delayed or not materialize, those changes can be addressed in the 2015-2017 Biennial Budget.

In developing the budget, the City is faced with challenges in prioritizing the City's operating and capital goals, adequately forecasting revenues, and appropriately allocating each Department's budget to accomplish these goals. These challenges are magnified as the City seeks to manage its costs while maintaining a high level of service for its residents. Without a doubt, the City Council's financial policies have served us well over the years. A conservative minimum operating ratio of 1.10 provided a substantial cushion as the City headed into this past recession. The City has continued to maintain healthy reserves while maintaining an operating surplus. This continues to remain the case for the 2013-2015 Biennial Budget.

The following provides the major highlights of the 2013-2015 Biennial Budget as well as the major assumptions, measures, and priorities used in preparing this budget:

1. The table below shows the Operating Budget's forecasted revenues and expenditures that will enable the City to continue providing its basic City services as well as implement the 23 new Major Plans approved by the City Council.

2013-2015 Operating Budget	Budget FY 2013/2014	Budget FY 2014/2015
Operating Expenditures	\$ 17,327,545	\$ 17,792,484
Operating Revenues	\$ 19,648,207	\$ 20,669,624

- Operating revenues for FY 13/14 are anticipated to increase by 3.9% from the FY 12/13 year-end estimate. Revenues for the following year (FY 14/15) are projected to increase by 5.2%.
- Four years ago, the City Council approved budget cuts totaling \$2.4 million from the Operating Budget. During the last Biennial Budget, the City Council maintained its budget austerity, resulting in actual budget expenditures for FY 11/12 and FY 12/13 coming in at 96% of approved budget for both years. In keeping with the restrained budget approach, General Fund operating expenditures for FY 13/14 will decrease by - 0.78% from the amended FY 12/13 budget.
- The number of budgeted full-time and extended part-time City personnel will increase from the last budget cycle with the addition of one full-time Information Technology Specialist to replace the current contract for this service. The 2013-2015 Biennial Budget cycle includes 40.85 full-time equivalents directly employed by the City.
- Fourteen (14) capital projects are scheduled for completion during the Biennial Budget period for a total estimated cost of \$6,622,000. Of this amount, \$2,144,000 is required from the General Fund and another \$50,000 is funded out of capital reserve funds. The remaining \$4,428,000 will come from various Special Revenue funds. The table below reflects the projected capital costs in each fiscal year, as well as total funding sources.

2013-2015 Capital Projects	Budget FY 2013/2014	Budget FY 2014/2015
Capital Expenditures	\$ 3,812,000	\$ 2,810,000
<i>Funding Sources:</i>		
Special Revenue	\$ 1,904,000	\$ 2,570,000
General Fund	\$ 1,908,000	\$ 240,000

### Personnel Costs

Personnel costs, particularly pensions, medical, and retiree medical coverage, have been the focus of public attention and concern for the past few years. In governmental agencies, personnel costs can often comprise the largest expense in municipal budgets. In Laguna Hills, the City directly employs 28 full-time employees and 12.85 extended part-time employees. However, consistent with a contract city model, a

large portion of the workforce is provided by other governmental agencies or private sector employers who contract with the City.

Significant over the last budget cycle, the City Council approved a Memorandum of Understanding (MOU) with the Laguna Hills City Employees Association (LHCEA). As the MOU will impact the personnel costs for the entirety of this current Biennial Budget cycle, the negotiations that led to the MOU were guided by the following objectives:

- Limit the City's exposure to future cost increases in health insurance premiums.
- Initiate change in the cost-sharing arrangement for employee pensions.
- Maintain the City's zero exposure to Other Post Employment Benefits (OPEB).
- Over the City's 8-year financial planning horizon, maintain total personnel cost as a percentage of budget at or below the City's historical experience of 27%.
- Maintain the City's historical practice of setting employee salary ranges at 5% above the comparator cities average for similar positions.

The table on the following page shows the projected personnel costs over the life of the City's 8-year plan as a percentage of the total operating budget.

Fiscal Year	Operating Budget	Personnel Costs	% of Total Operating Budget
FY 12/13	\$17,464,481	\$ 4,562,211	26.1%
FY 13/14	\$17,327,545	\$ 4,681,742	27.0%
FY 14/15	\$17,792,484	\$ 4,910,073	27.6%
FY 15/16	\$18,412,466	\$ 4,903,462	26.6%
FY 16/17	\$18,972,341	\$ 5,056,072	26.6%
FY 17/18	\$19,620,080	\$ 5,240,550	26.7%
FY 18/19	\$20,337,518	\$ 5,401,105	26.6%
FY 19/20	\$20,814,915	\$ 5,409,347	26.0%
FY 20/21	\$21,546,676	\$ 5,575,007	25.9%

As is shown in the table above, personnel costs as a percentage of the budget are anticipated to remain between 25.9% to 27.6% through FY 20/21. Also of note, the average annual increase in overall personnel costs over the next eight years is estimated at 2.55%.



As mentioned before, one much talked about aspect of personnel costs that should also be addressed in this discussion are pension costs now taking their toll on most California governmental agencies. Created by a combination of enriched defined benefit plans and the large investment losses incurred by pension funds during the Great Recession, rising pension costs are certain to hamstring governmental agencies over the next ten years as governments juggle between unsustainable benefit levels, workforce numbers, and labor negotiations. Coupled with the large losses the California Public Employee Retirement System (CalPERS) incurred, of which Laguna Hills is a member, many governmental agencies face an impending crisis whose impact may be crippling. Consequently, CalPERS has implemented a number of approaches to deal with the sustained losses without relying on future investment returns. One component of this approach includes incrementally increasing the employer-paid portion of the rates beginning in FY 15/16 through FY 19/20, referred to as Direct Rate Smoothing. The degree of the increase is largely dependent on the type of formula plan the agency has in place and the volatility index assigned by CalPERS. For many cities this will mean an increase in their pension contribution rate of 25% or more. Additionally, CALPERS has implemented and contemplated a number of assumption projections that are anticipated to have an impact on the City's rates as early as FY 15/16.

The City's total rate (employer plus employee rate) for the current FY 12/13 fiscal year is 18.54%. However, the City's total rate will drop from 18.54% to 15.46% due to the cumulative effect of increased employee cost-sharing and the City's Side Fund payoff. The City's rate will slowly rise to a peak of 18.3% in FY 19/20, ultimately leveling off just below 18% in the last year of the City's 8-year plan. Consequently, while pension costs will continue to be an incredible strain for many cities and counties throughout the State, these rising costs will not materially impact the City of Laguna Hills. The City is in this enviable position due to the fact that Laguna Hills is the only city in Orange County that maintained the traditional and sustainable 2% at 60 formula, the plan that many local agencies now offer to new employees under a two-tiered retirement plan. The recent passage of the California Public Employees' Pension Reform Act (PEPRA) of 2012 will also ultimately impact the City's pension costs, however, because many of the components of PEPRA cannot be applied to existing employees, a measurable, positive impact will not be seen for many years for those local agencies.

In addition to pension costs, one other significant component of personnel costs are medical insurance premium rates. During the last budget cycle, the City decreased its medical insurance premium rates substantially as a result of switching to a composite rate in the CSAC-EIA (California State Association of Counties-Excess Insurance

Authority). The City has taken further steps to limit its exposure to future increases in medical insurance premiums. Utilizing a negotiated cost-sharing agreement with its employees, medical insurance premium rate costs will rise slightly as a percentage of the City's budget from 2.54% in FY 12/13 to 2.68% in FY 13/14, and will level off over the last six years of the City's 8-year plan. Medical insurance premium rates as a percentage of the City's budget are anticipated to represent 2.56% in FY 20/21, virtually the same as the current fiscal year (FY 12/13).

It is also noteworthy that Laguna Hills does not have any financial obligation to provide health insurance for its retirees. Contractual commitments for retiree health insurance and Other Post-Employment Benefits (OPEB) are rapidly becoming a significant budgetary problem for cities across California, but not for Laguna Hills.

#### Contract Services Costs

As a contract city, the City of Laguna Hills contracts with a number of governmental agencies and private sector employers to provide services to its residents. The largest contract expenditure, and in fact the largest single expenditures in the 2013-2015 Biennial Budget, is the police services contract. The City has successfully contracted for police services with the Orange County Sheriff's Department since incorporation and enjoys one of the highest levels of service among all cities in Orange County.

In FY 05/06, the Sheriff's contract as a percentage of the City operating budget was 36%. For FY 13/14, the contract will represent 39% of the budget. In spite of measures to control costs, even with the defunding of two deputy positions in FY 09/10, the Sheriff's contract has outpaced inflation since FY 05/06. This can largely be explained by the County's decision to offer enhanced defined benefit retirement plans—sworn personnel are provided with a 3% at 50 formula and non-sworn personnel are provided the 2.7% at 55 formula. These are the types of plans that are creating budget problems around the State, especially over the next five years, as contribution rates are incrementally increased to compensate for past investment losses. For FY 13/14, the total defined benefit pension rate for deputies and law management is 59.87%, and the rate for general, or non-sworn personnel, is 26.75%. Consequently, despite having a relatively low pension rate for City employees (projected at 15.46% in FY 13/14), Laguna Hills is still not completely immune from the impact of these enhanced defined benefit plans.

In FY 13/14, 24% of the costs of the Sheriff's contract will be dedicated to paying defined benefit retirement costs for sworn personnel. This amount equates to approximately 10% of the City's operating budget.

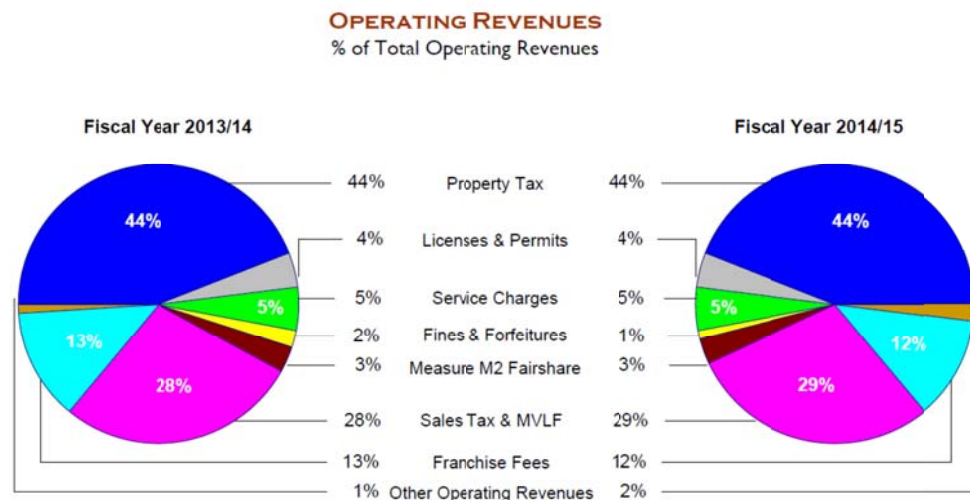
Based on a projected annual growth rate of 3.95%, the Sheriff's Department contract is expected to rise from 39% in FY 13/14 to 42% of the City's operating budget in FY 20/21. Given the volatility associated with enriched defined benefit plans and the new assumptions being implemented by OCERS, this represents the greatest threat to the City's long-term budget outlook and will require close monitoring over the next several years.

## Funding Sources

The proposed budget focuses on three major categories of funding sources for the City's financial activities, namely General Fund Revenues, Special Revenues and Other Funding Sources.

**OPERATING REVENUES**

The principal sources of the City's Operating revenues are property taxes, franchise fees, transient occupancy taxes, sales and use tax allocation, fees from licenses and permits, service charge fees, fines and forfeitures, vehicle in-lieu fees, and interest income. Each of these revenue sources is discussed in further detail on page II-19. The major sources of Operating Revenue, and their respective percentages of the total Operating Revenues, are exhibited in Figure 1.



**Figure 1**

For the first year of the Biennial Budget (FY 13/14), Operating revenues are anticipated to increase by 3.9% from the FY 12/13 year-end

estimate to \$19,648,207. Total Operating revenues are projected to continue their recovery and increase by 5.2% in FY 14/15.

The following table depicts the projected percentage change for the two primary revenue sources for the new budget cycle.

Operating Revenue Sources	Year-End Estimate 2012/2013	Budget FY 13/14	Budget FY 14/15
1) Sales Tax	\$ 5,300,000	\$ 5,559,000	\$ 5,952,540
% Change from prior year		4.9%	7.0%
2) Property Tax	\$ 8,652,345	\$ 8,719,004	\$ 9,114,324
% Change from prior year		0.7%	4.5%

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SPECIAL  
REVENUES

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Special Revenue for FY 13/14 is budgeted at approximately \$3.37 million, and approximately \$2.51 million in FY 14/15. The City's special revenues consist of annual allocations, as well as special grants and subventions tied in with specific capital projects. The annual allocation is comprised mainly of the State's subvention for gasoline tax, Measure M Local Fair Share, and AB 2766 for air quality management. The City also receives special grants, which are one-time allocations awarded on a competitive basis such as the Coastal Area Road Improvement and Traffic Signals (CARITS) and Measure "M" Competitive Funding. As a result of the residential development component of the Oakbrook Village project, also included in this budget cycle are \$1,427,000 in Quimby Act Funds.

The special revenue funds are discussed in the "Major Sources of Special Revenue Funds" on page II-25.

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OTHER FUNDING  
SOURCES

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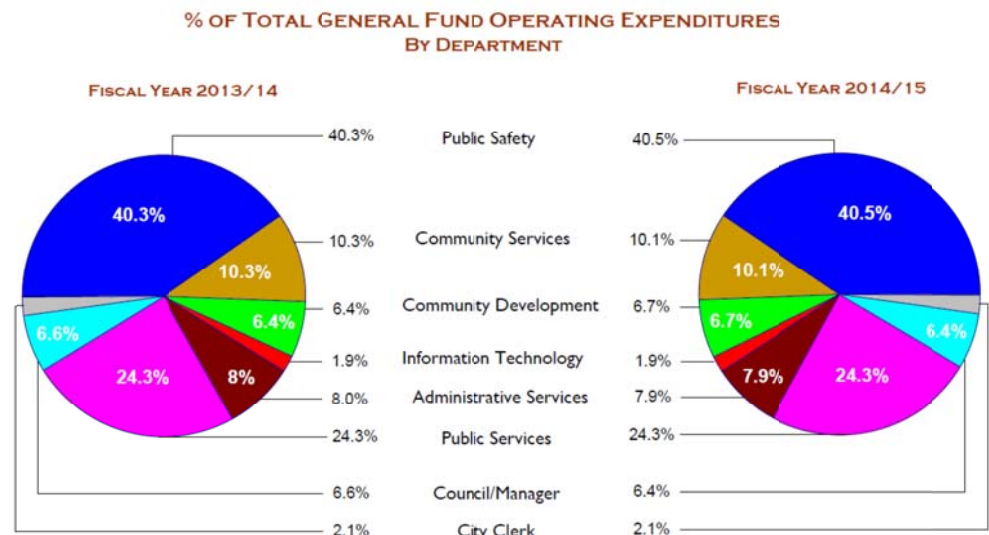
Other Funding Sources include reimbursements for specified capital projects from the proceeds of the debt financing, interest on trust funds, as well as the distributions from the leasing operation of the Laguna Hills Civic Center office building. The anticipated revenue for the budget period is \$200,000 in the first year, and \$275,000 in the second year.

## Funding Uses

The City's appropriation of its total financial resources is classified into three major categories: General Fund Operating Expenditures, Capital Improvement Plan and Other Funding Uses.

GENERAL FUND OPERATING EXPENDITURES	General Fund Operating Expenditures are the costs directly associated with the general governmental functions of the City which are listed in the table below broken out by department.
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In FY 13/14, General Fund operating expenditures are projected to be \$17,327,545, a decrease of \$136,936, or 0.8%, from the FY 12/13 amended budget. The 0.8% decrease in General Fund operating expenditures in FY 13/14 is a result of a concerted effort to limit increases in expenditures across all the City's Departments. Total General Fund operating expenditures are projected to increase by 2.7% to \$17,792,484 in FY 14/15. Figure 2 below shows each Department's spending level as a percentage of total operating expenditures for both Biennial Budget fiscal years.



**Figure 2**

Figure 3 on the following page illustrates the City's expenditure classifications as a percentage of total operating expenditures in both years of the Biennial Budget.



**CLASSIFICATION % OF  
TOTAL GENERAL FUND OPERATING EXPENDITURES**



**Figure 3**

As a contract city, the Contract Services classification has historically represented the largest share of the total operating expenditures. That remains the case for this Biennial Budget.

**CAPITAL  
IMPROVEMENT  
PROJECTS**

The 2013-2015 Biennial Budget includes a 6-Year Capital Improvement Program which contains a total of 81 capital projects at a cost of almost \$123 million. The estimated total cost for 18 capital projects that fall within the next 6-Year Capital Improvement Program is \$18,309,000. The balance of projects fall into the “Future” category (see the Capital Improvement Program section of the budget).

For the 2013-2015 Biennial Budget, the City has allocated \$6,622,000 towards 14 capital projects. These projects will be funded over the course of the 2-year budget with Special Revenue funds in the amount of \$4,478,000, or 68% of the funding. The balance of \$2,144,000, or 32% of the funding, will be supported by the City’s General Fund.

The following list highlights the major capital expenditures among the 14 capital projects scheduled during the 2013-2015 Biennial Budget:

- Annual Street Maintenance \$ 2 million
- Ridge Route Drive and El Toro Road Pavement Rehabilitation \$ 1.2 million
- La Paz Open Space Riparian Habitat \$ 1.2 million
- Water Quality Program \$ 375,000

- Stockport Park Playground Renovations \$ 300,000
- Community Center Sports Complex Renovation \$ 402,000

Figure 4 shows the capital project expenditures by CIP category for the Biennial Budget cycle. The City has allocated a total of \$3,812,000 in FY 13/14, and \$2,810,000 in FY 14/15 toward the City's capital improvements.

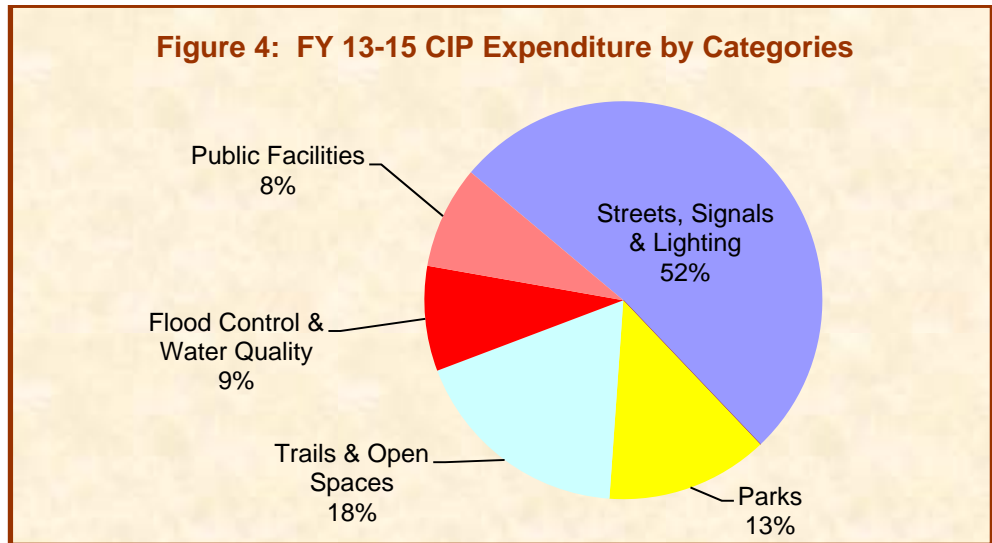
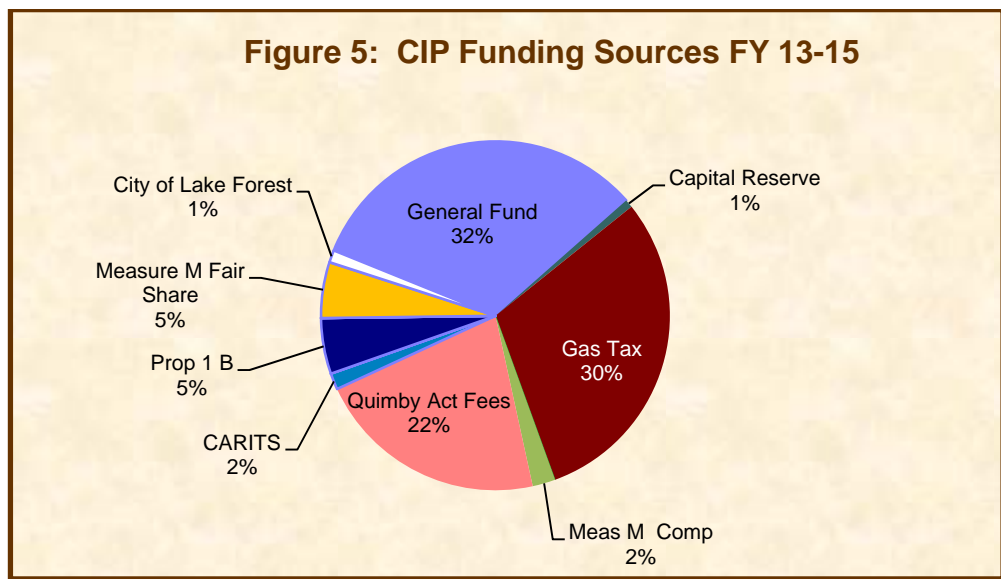


Figure 5 presents the various capital funding sources for the Biennial Budget cycle.



The “Capital Improvement Program” section of the budget provides a detailed listing and description of all the capital projects contained in the CIP.

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OTHER FUNDING USES	The 2013-2015 Biennial Budget also includes Other Funding Uses for budget activity accounted for separately from the CIP and Operating Budget. The total for Other Funding Uses in FY 13/14 is \$2,194,834 and \$2,159,705 in FY 14/15. Other Funding Uses includes the following activity:
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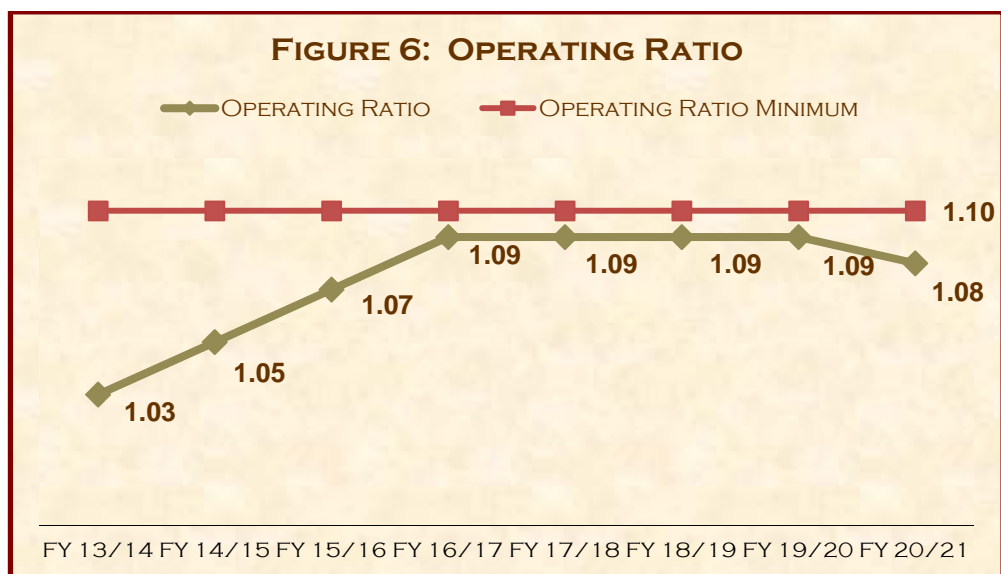
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- Debt Service payments in the amount of \$1,804,587 in FY 13/14 and \$1,801,387 in FY 12/13. These debt service payments are for the refinanced Certificates of Participation for the Community Center and Sports Complex. It should be noted that these payments are included in the operating ratio calculation.
- Recycling Fund for expenditures related to the implementation of recycling programs, public information, and the payment of recycling consultant services.
- CDBG Fund for expenses related the CDBG grant money used for the rehabilitation of affordable housing units.
- Senior Mobility Program (SMP) Funds for expenses related to assisting with transportation services for senior citizens. These funds are currently utilized to support a Dial-A-Taxi program for seniors.

## 8-Year Resource Allocation Plan

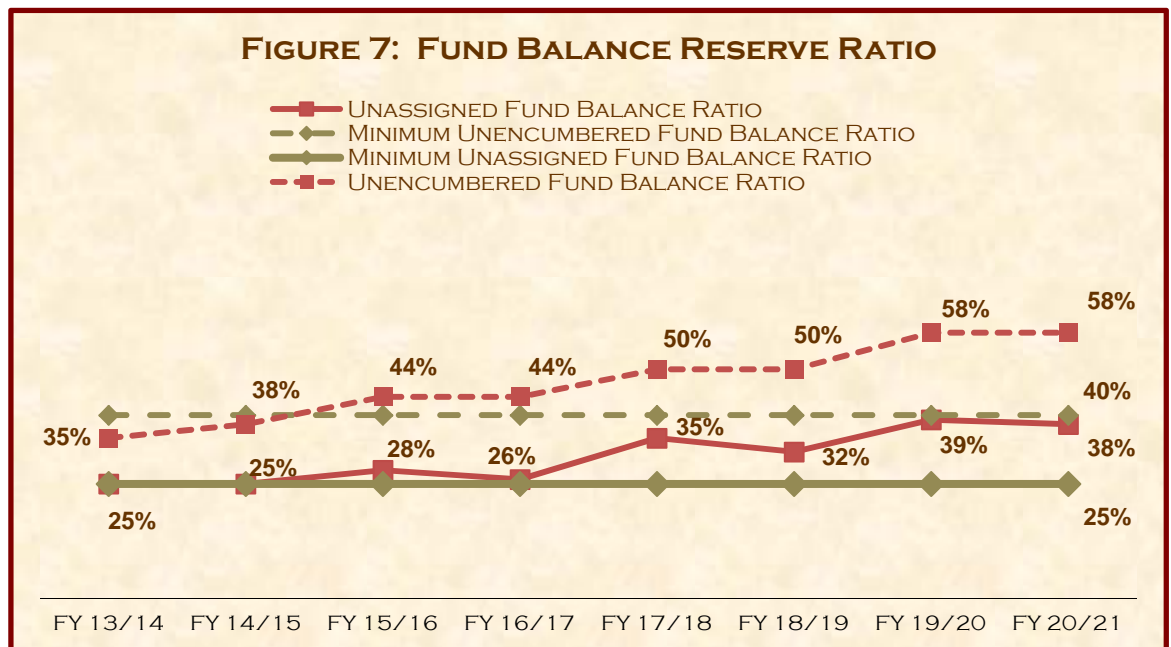
The City's Financial Policies document is contained in Appendix 1 of this budget document. The emphasis contained within these policies is that the long-term implications of current financial decisions must be fully understood and taken into account in the Biennial Budget decision-making process. To assist the City Council in this effort, staff has created a customized eight-year financial model for Laguna Hills. This 8-Year Resource Allocation Plan is included in the Budget Summaries Section, on page II - 1. It should be noted that the 8-Year Resource Allocation Plan does not include some special revenues and may, therefore, not directly reconcile with total Funding Sources and Funding Uses presented earlier in this Budget Message.

The 8-Year Resource Allocation Plan is specifically designed to project the City's operating and reserve policy ratios over the course of the next eight years while taking into account a temporarily lowered operating ratio minimum of 1.03 and 1.05 for Years 1 & 2, respectively, and a reserve policy minimum of 40% for the Unencumbered Fund Balance and 25% for the Unassigned Fund Balance. As mentioned previously, the City has taken a number of cost savings measures over the last four years as a direct result of the structural correction that has taken place. Consequently, the Operating Ratio is anticipated to increase to 1.07 in FY 15/16, as shown in Figure 6 below. By the following year (FY 16/17), the Operating Ratio is anticipated to increase to 1.09 and remain there for the following four years of the plan.



The Unencumbered Fund Balance ratio is anticipated to temporarily fall below the policy minimum of 40% for the Years 1 & 2 of the budget cycle. The Unencumbered Fund Balance is projected to be 35% at the end of FY 13/14, and 38% at the end of FY 14/15. By the following year (FY 15/16), the Unencumbered Fund Balance ratio is anticipated to rise to 44% and increase to as high as 58% in Years 7 & 8 of the plan, which is well above the Unencumbered Fund Balance ratio minimum of 40%. The Unassigned Fund Balance ratio is anticipated to be at 25% for both Years 1 & 2 of the budget cycle. The Unassigned Fund Balance ratio will rise steadily from 28% in FY 15/16 to 38% in Year 8 (FY 20/21). Figure 7 plots the Unencumbered Fund Balance ratio as well as the Unassigned Fund Balance ratio over the span of the 8-Year Resource Allocation Plan.

Consequently, it is projected that the City will have an Unencumbered General Fund Balance of approximately \$7.490 million and an Unassigned General Fund Balance of \$4.936 million at the end of this Biennial Budget cycle.



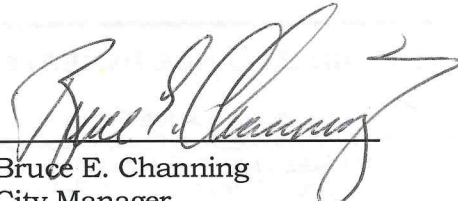
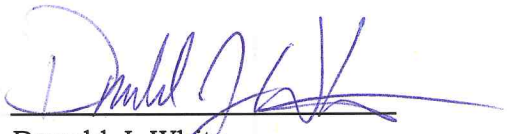


## Conclusion

This budget is a product of the City Council's sound leadership, prudent fiscal stewardship, and consistent policy direction. Moreover, it represents the City's continued commitment to provide a high level of municipal services to its constituents without compromising your historically sound financial policies.

Accordingly so, we believe that this 2013-2015 Biennial Budget is a well-crafted, two-year financial plan that effectively manages costs and positions the City for future growth. The City Council's conservative fiscal policies have paid off and the commitment to manage costs will see the City through the next two years. Still, this 2013-2015 Budget provides for the necessary investment in our capital infrastructure, maintains our high level of services, and continues to focus the City's attention on economic development and future growth. We look forward to the next two years and to the implementation of this budget plan.

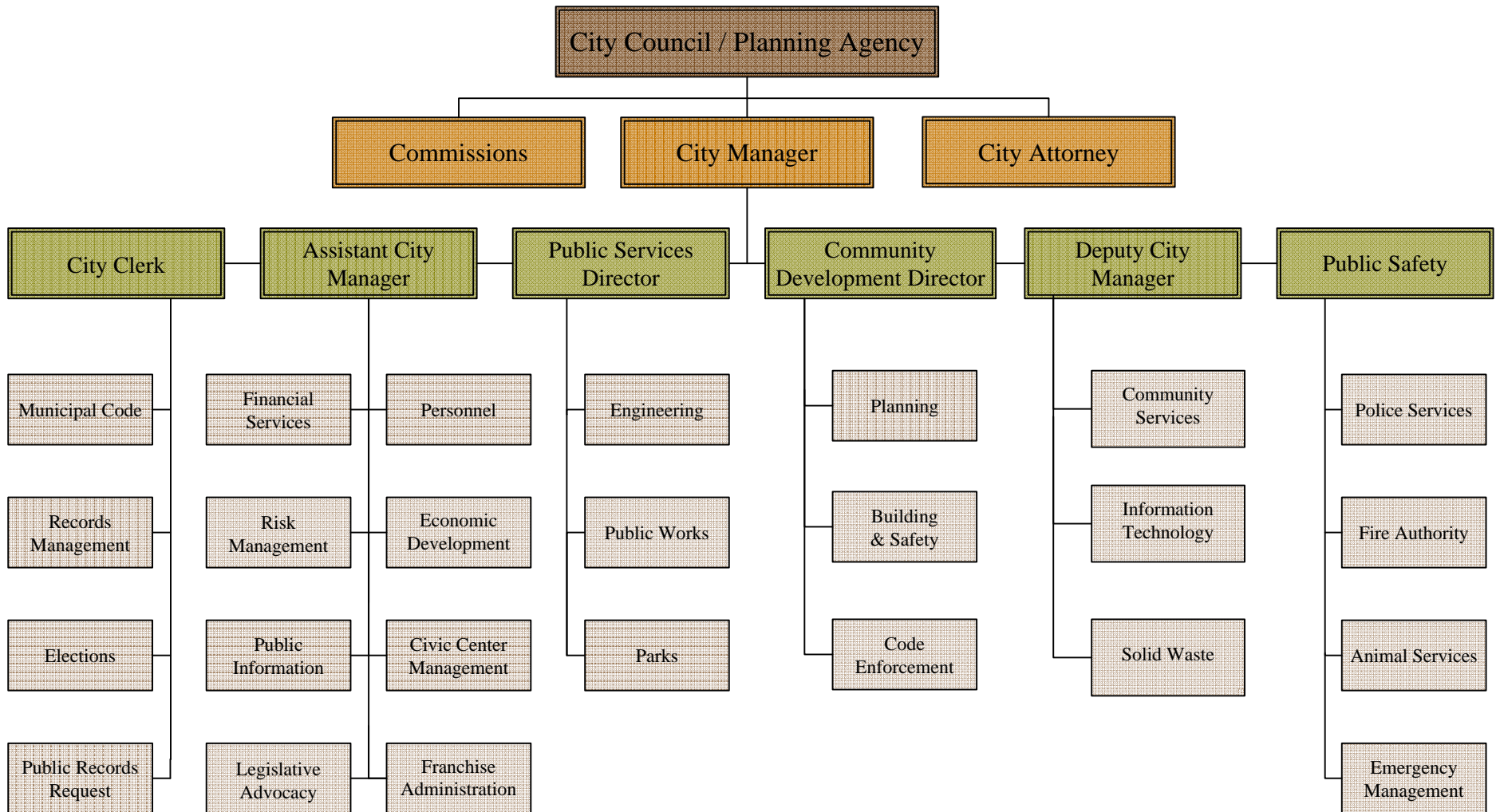
Respectfully submitted,

  
Bruce E. Channing  
City Manager  
Donald J. White  
Assistant City Manager  
Melissa Au-Yeung  
Senior Management Analyst  
Janice Mateo Reyes  
Finance Manager

# CITY OF LAGUNA HILLS

## ORGANIZATIONAL CHART

June 30, 2013



# CITY OF LAGUNA HILLS

## CITY COUNCIL AS OF JUNE 30, 2013



**Barbara Kogerman**  
Mayor



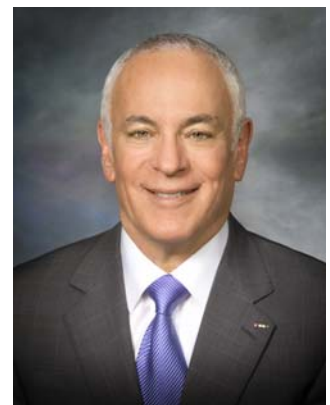
**Andrew Blount**  
Mayor Pro Tempore



**Randal Bressette**  
Council Member



**Melody Carruth**  
Council Member



**Dore Gilbert, M.D.**  
Council Member

# CITY OF LAGUNA HILLS

## MANAGEMENT STAFF AS OF JUNE 30, 2013



**Donald J. White**  
Assistant City Manager



**Bruce E. Channing**  
City Manager

- ♦ **Kenneth H. Rosenfield** Director of Public Works/City Engineer
- ♦ **David Chantarangsu** Community Development Director
- ♦ **David T. Reynolds** Deputy City Manager
- ♦ **Peggy J. Johns** City Clerk
- ♦ **Gregory E. Simonian** City Attorney
- ♦ **Lt. Tom Behrens** Police Chief (O.C. Sheriff Department)
- ♦ **Bryan Brice** Division Chief (O.C. Fire Department)

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# **BUDGET SUMMARIES**

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## **TOTAL BUDGET**

**CITY OF LAGUNA HILLS**  
**BIENNIAL BUDGET**  
**FY 2013/14 - 2014/15**

**8-YEAR RESOURCE ALLOCATION PLAN (\$ 000) <sup>1</sup>**

	Biennial Budget		FY 15/16	FY 16/17	FY 17/18	FY 18/19	FY 19/20	FY 20/21
	FY 13/14	FY 14/15						
<b>Beginning Balance</b>	<b>11,469</b>	<b>10,523</b>	<b>10,274</b>	<b>11,034</b>	<b>11,241</b>	<b>12,715</b>	<b>13,085</b>	<b>15,130</b>
General Fund Revenues	18,815	19,727	20,607	21,609	22,197	22,768	23,354	23,973
Special Revenues	2,492	1,572	3,410	2,038	1,210	1,173	1,207	1,242
Other Funding Sources	633	667	702	734	760	789	809	829
Civic Center Operations	150	200	200	200	200	200	200	200
Interest Earnings	50	75	100	180	250	255	280	300
<b>Total Funding Sources</b>	<b>22,140</b>	<b>22,241</b>	<b>25,019</b>	<b>24,761</b>	<b>24,617</b>	<b>25,185</b>	<b>25,850</b>	<b>26,544</b>
Operating Expenditures	17,327	17,792	18,413	18,972	19,620	20,338	20,815	21,546
Capital Expenditures	3,812	2,810	3,995	3,697	1,665	2,330	1,000	2,750
Use of Reserve Funds	142	87	50	85	73	356	187	50
Debt Service	1,805	1,801	1,801	1,800	1,785	1,791	1,803	1,787
<b>Total Funding Uses</b>	<b>23,086</b>	<b>22,490</b>	<b>24,259</b>	<b>24,554</b>	<b>23,143</b>	<b>24,815</b>	<b>23,805</b>	<b>26,133</b>
<b>Change in Fund Balance</b>	<b>(946)</b>	<b>(249)</b>	<b>760</b>	<b>207</b>	<b>1,474</b>	<b>370</b>	<b>2,045</b>	<b>411</b>
<b>Ending Balance</b>	<b>10,523</b>	<b>10,274</b>	<b>11,034</b>	<b>11,241</b>	<b>12,715</b>	<b>13,085</b>	<b>15,130</b>	<b>15,541</b>
Less the following fund balances:								
Reservation for Debt Service	1,805	1,805	1,805	1,805	1,805	1,805	1,805	1,805
Non-Major Governmental Funds	1,966	979	292	292	292	292	292	291
<b>Unencumbered General Fund Balance</b>	<b>6,752</b>	<b>7,490</b>	<b>8,937</b>	<b>9,144</b>	<b>10,618</b>	<b>10,988</b>	<b>13,033</b>	<b>13,445</b>
Less the following designations:								
Total Capital Replacement Funds	1,628	2,253	2,975	3,493	2,847	3,697	3,971	4,451
Insurance Reserve Funds	201	202	203	206	209	212	215	219
Family Justice Center	100	100						
<b>Unassigned General Fund Balance</b>	<b>4,823</b>	<b>4,935</b>	<b>5,759</b>	<b>5,445</b>	<b>7,562</b>	<b>7,079</b>	<b>8,847</b>	<b>8,775</b>

**Ratio Analysis**

Operating Ratio (>1.1)	1.03	1.05	1.07	1.09	1.09	1.09	1.09	1.08
Debt Service Ratio (<12%)	9%	9%	9%	8%	8%	8%	8%	7%
Unencumbered General Fund Balance Ratio (40%)	35%	38%	44%	44%	50%	50%	58%	58%
Unassigned General Fund Balance Ratio (25%)	25%	25%	28%	26%	35%	32%	39%	38%

**Reserve Policy Analysis**

Minimum Unencumbered General Fund Reserve (40%)	7,653	7,837	8,086	8,309	8,562	8,852	9,047	9,333
Unencumbered Amount - (Under)/Over	(901)	(347)	851	835	2,056	2,136	3,986	4,112
Minimum Unassigned Fund Balance Reserve (25%)	4,783	4,898	5,054	5,193	5,351	5,532	5,655	5,833
Unassigned Amount - (Under)/Over	40	37	706	252	2,211	1,547	3,193	2,942

**Assumptions:**

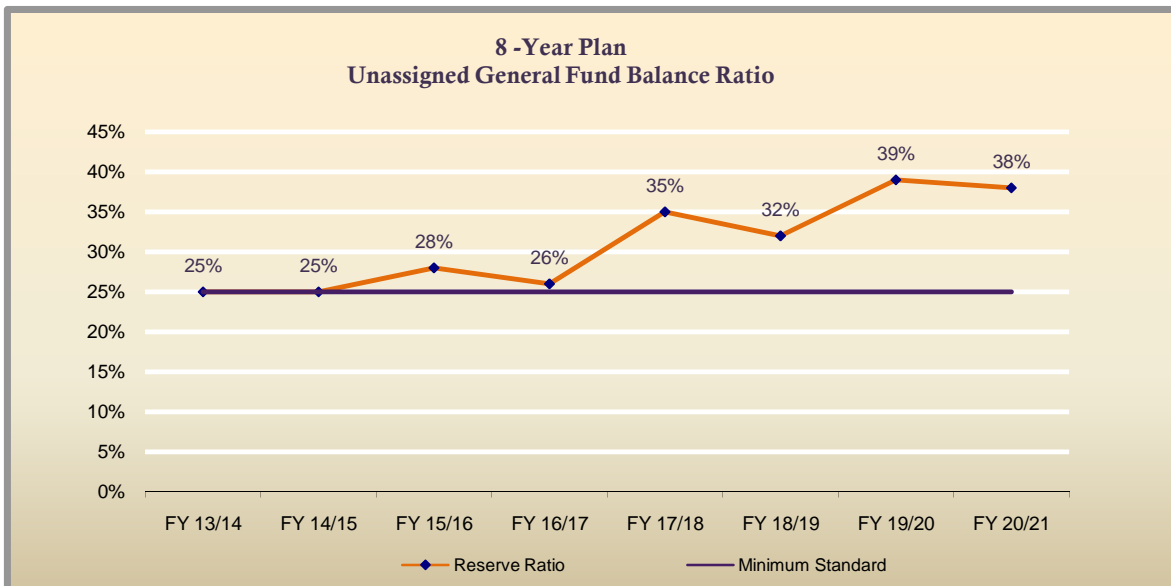
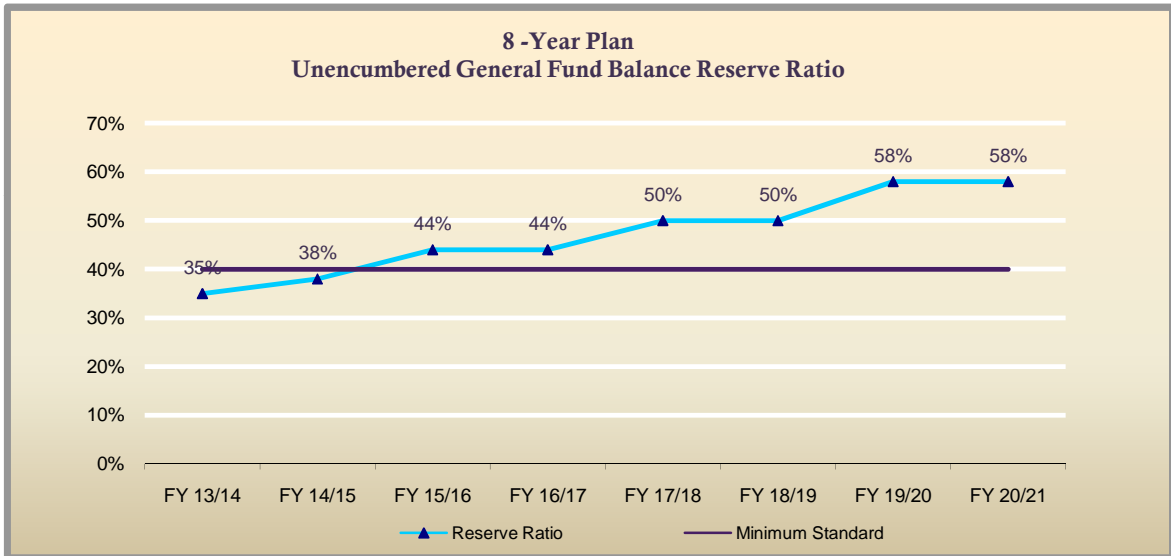
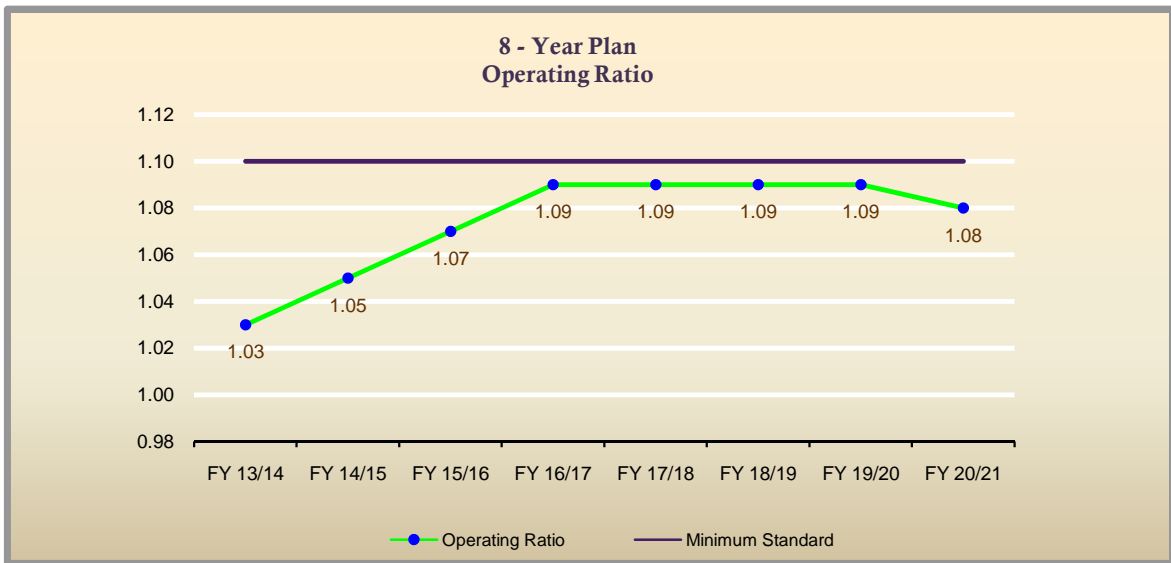
General Inflation	2.50%	2.50%	2.50%	3.00%	3.00%	3.00%	3.00%	3.00%
Taxable Sales Growth Rate	5.42%	6.00%	5.00%	3.50%	3.50%	3.00%	3.00%	3.00%
Assessed Value Growth Rate	2.50%	5.00%	5.00%	5.00%	2.50%	2.50%	2.50%	2.50%
Sheriff's Contract Increase	3.62%	4.00%	4.00%	4.00%	4.00%	4.00%	4.00%	4.00%
Average Interest Rate on Investments	0.50%	0.75%	1.00%	1.50%	2.00%	2.00%	2.00%	2.00%

<sup>1</sup> The 8-year Resource Allocation Plan does not include the following Special Revenue Funds: CDBG, Recycling, and Senior Mobility.

# CITY OF LAGUNA HILLS

## BIENNIAL BUDGET

### 8-YEAR PLAN RATIO ANALYSIS



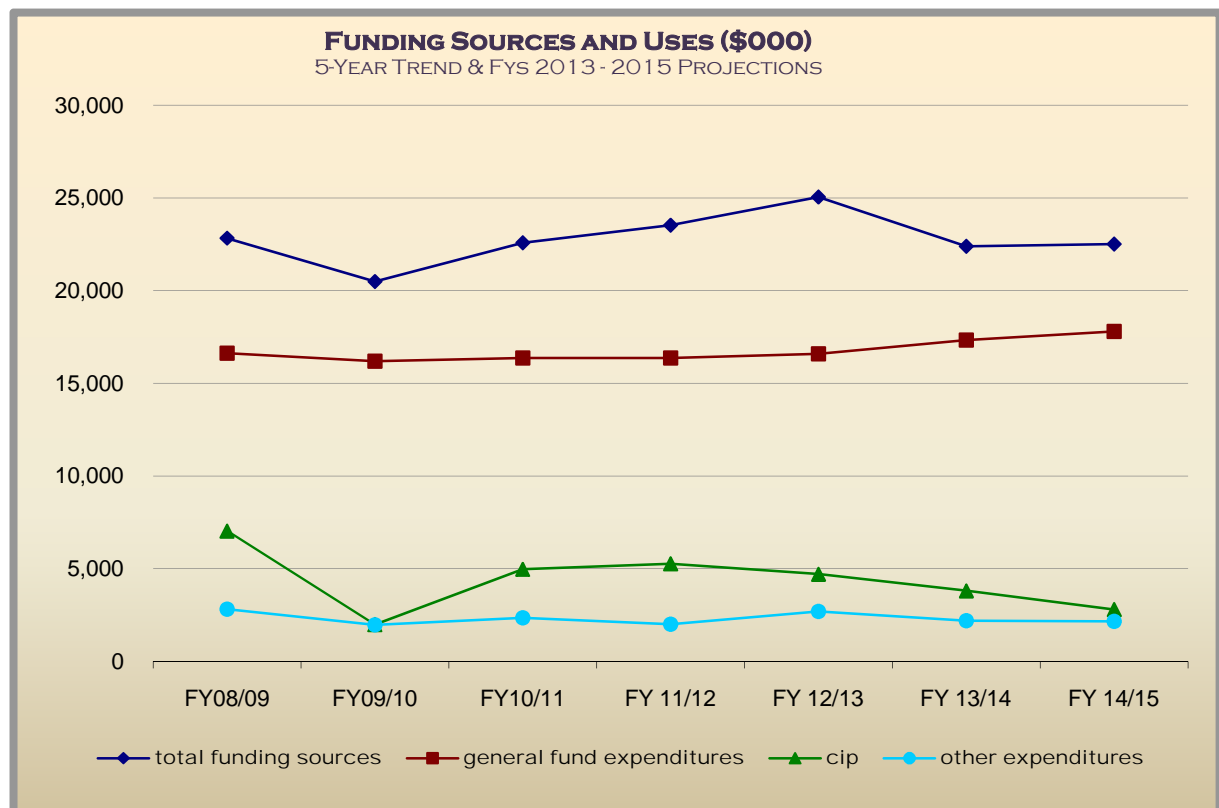
# CITY OF LAGUNA HILLS

## BIENNIAL BUDGET

### FY 2013/14 - 2014/15

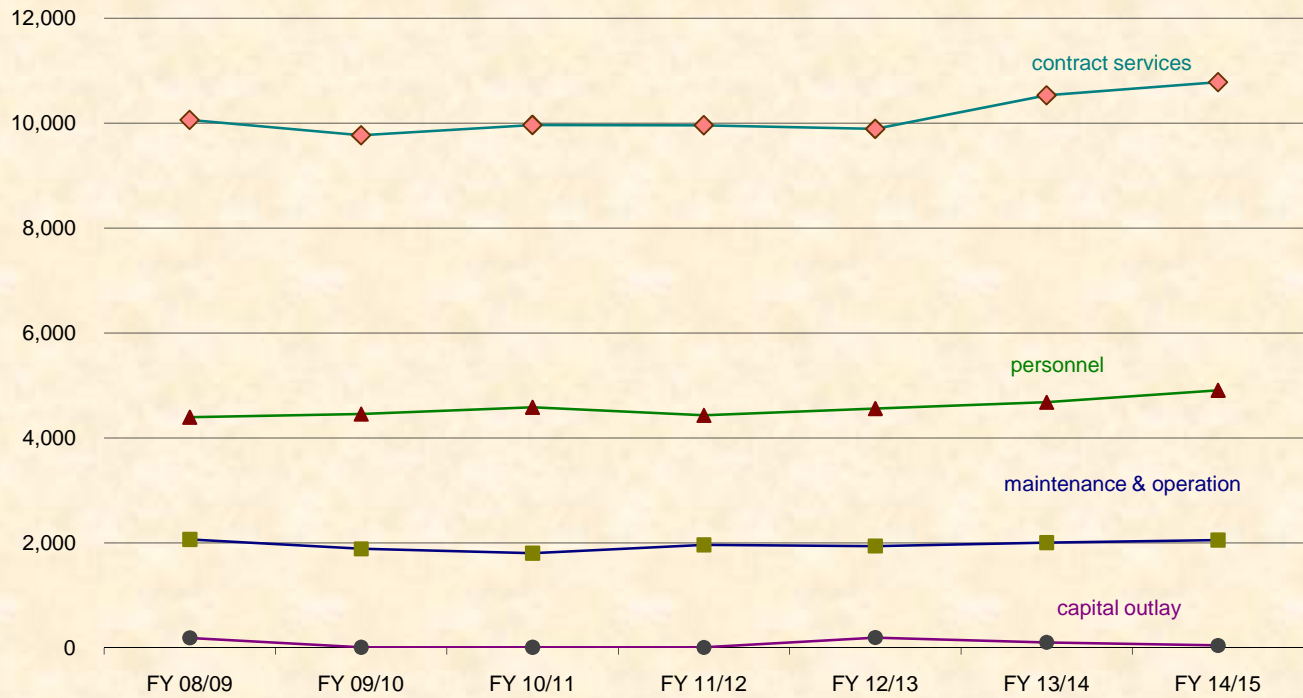
#### CONSOLIDATED REPORT OF FUNDING SOURCES AND USES

	PRIOR YEAR'S ACTUAL FY 11/12	FY 12/13 AMENDED BUDGET	YEAR-END ESTIMATE	FY 13/14	FY 14/15
<b>FUNDING SOURCES</b>					
General Fund Revenues	\$ 17,309,834	\$ 19,376,845	\$ 18,011,676	\$ 18,814,973	\$ 19,727,142
Special Revenues	6,183,599	3,769,593	3,780,798	3,373,207	2,510,407
Other Funding Sources	30,129	320,000	3,254,902	200,000	275,000
<b>Total Funding Sources</b>	<b>23,523,562</b>	<b>23,466,438</b>	<b>25,047,376</b>	<b>22,388,180</b>	<b>22,512,549</b>
<b>FUNDING USES</b>					
General Fund Expenditures	16,367,358	17,464,481	16,592,392	17,327,545	17,792,484
Capital Improvement Program (CIP)	5,272,975	5,187,609	4,711,010	3,812,000	2,810,000
Special Revenue Fund Expenditures	158,132	388,976	135,671	247,793	271,067
Debt Service	1,800,243	1,803,187	1,803,187	1,804,587	1,801,387
Other Funding Uses	41,779	151,237	759,042	142,454	87,251
<b>Total Funding Uses</b>	<b>23,640,487</b>	<b>24,995,490</b>	<b>24,001,302</b>	<b>23,334,379</b>	<b>22,762,189</b>
<b>NET CHANGE IN FUND BALANCE</b>	<b>(116,925)</b>	<b>(1,529,052)</b>	<b>1,046,074</b>	<b>(946,199)</b>	<b>(249,640)</b>
<b>FUND BALANCE</b>					
Beginning Balance	10,540,306	10,423,381	10,423,381	11,469,455	10,523,256
<b>Ending Balance</b>	<b>\$ 10,423,381</b>	<b>\$ 8,894,329</b>	<b>\$ 11,469,455</b>	<b>\$ 10,523,256</b>	<b>\$ 10,273,616</b>

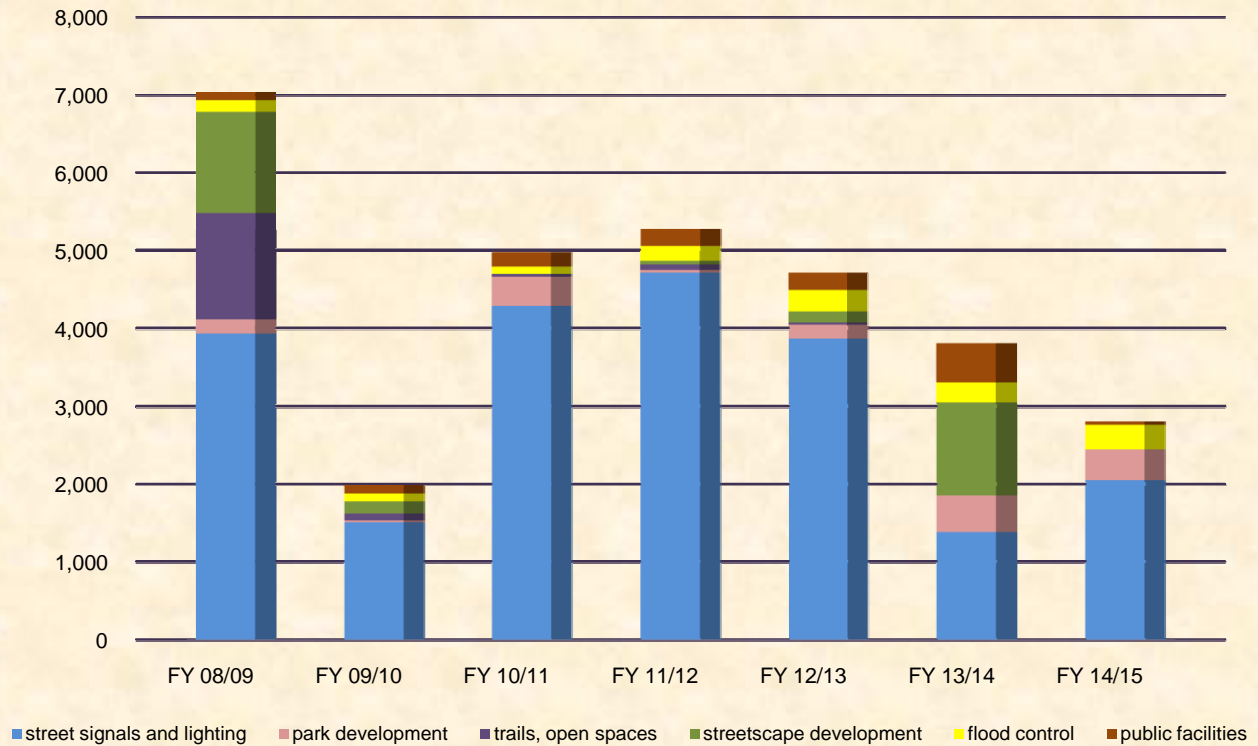


# CITY OF LAGUNA HILLS

**GENERAL FUND EXPENDITURES, BY CATEGORIES (\$000)**  
5-YEAR TREND & FYS 2013-2015 PROJECTIONS



**CAPITAL IMPROVEMENT PROGRAM (\$000)**  
5-YEAR TREND & FYS 2013-2015 PROJECTIONS



# CITY OF LAGUNA HILLS

## BIENNIAL BUDGET

FY 2013/14 - 2014/15

### TOTAL BUDGET

#### FUNDING SOURCES

##### General Fund Revenues

##### Property Taxes

Secured, Unsecured, Public Utility, Supplementals, Homeowners' Exemption	\$ 5,630,571	\$ 5,725,576	\$ 5,744,132	\$ 5,887,735	\$ 6,182,122
Interest & Penalties	26,978	53,360	27,570	28,260	28,966
Miscellaneous Prior Years	93,476	223,029	94,582	96,947	99,370
Property Transfer Taxes	123,034	225,000	210,000	250,000	225,000
Property Taxes In-Lieu of VLF	2,349,175	2,453,392	2,396,159	2,456,063	2,578,866
<b>Total Property Taxes</b>	<b>8,223,234</b>	<b>8,680,357</b>	<b>8,472,443</b>	<b>8,719,005</b>	<b>9,114,324</b>

##### Franchise Taxes

Utility Franchise Fees					
Cable TV	498,394	542,069	498,000	510,450	523,211
San Diego Gas & Electric	182,303	233,507	191,781	192,000	192,000
Southern California Edison	191,615	199,106	192,000	192,000	192,000
Southern California Gas Co.	78,428	71,899	75,000	76,875	78,797
<i>Sub-total Utility Franchise Fees</i>	<i>950,740</i>	<i>1,046,581</i>	<i>956,781</i>	<i>971,325</i>	<i>986,008</i>
Waste Disposal/Recycling Fees					
Waste Haulers	271,356	276,060	278,785	285,755	292,899
Recycling Revenues	1,428				
<i>Sub-total Waste/Recycling</i>	<i>272,784</i>	<i>276,060</i>	<i>278,785</i>	<i>285,755</i>	<i>292,899</i>
Transient Occupancy Taxes	1,004,482	1,100,000	1,195,335	1,300,000	1,332,500
<b>Total Franchise Taxes</b>	<b>2,228,006</b>	<b>2,422,641</b>	<b>2,430,901</b>	<b>2,557,080</b>	<b>2,611,407</b>

##### Intergovernmental Revenues

Sales & Use Tax	5,113,272	5,612,054	5,300,000	5,559,000	5,952,540
Motor Vehicle in Lieu	16,727	126,380	17,332		
<b>Total Intergov'tl Revenues</b>	<b>5,129,999</b>	<b>5,738,434</b>	<b>5,317,332</b>	<b>5,559,000</b>	<b>5,952,540</b>

##### Licenses and Permits

Building Related Licenses/Permits					
Building Permits	343,720	475,000	360,000	410,000	435,000
Plan Check Fees	20,335	75,000	30,000	50,000	60,000
Plan Check Fees - Fee Based	121,576	253,000	130,000	151,000	161,000
Fire Fees	4,504	9,000	6,000	7,500	9,000
Imaging Plans and Documents Fee	19,758	38,000	24,000	31,500	35,000
<i>Sub-total Building Permits</i>	<i>509,893</i>	<i>850,000</i>	<i>550,000</i>	<i>650,000</i>	<i>700,000</i>



# CITY OF LAGUNA HILLS

## BIENNIAL BUDGET

FY 2013/14 - 2014/15

### TOTAL BUDGET

	PRIOR YEAR'S	FY 12/13		FY 13/14	FY 14/15
	ACTUAL FY 11/12	AMENDED BUDGET	YEAR-END ESTIMATE		
Engineering Fees					
Transportation Permit	1,380	4,000	3,000	3,000	3,000
Grading Permit		8,000			
Encroachment Permit	33,739	46,000	45,000	55,000	56,500
Traffic Permit & License Fees	870	2,000	2,000	2,000	2,000
<i>Sub-total Engineering Permits</i>	<u>35,989</u>	<u>60,000</u>	<u>50,000</u>	<u>60,000</u>	<u>61,500</u>
<b>Total Licenses and Permits</b>	<b><u>545,882</u></b>	<b><u>910,000</u></b>	<b><u>600,000</u></b>	<b><u>710,000</u></b>	<b><u>761,500</u></b>
<b>Charges for Current Services</b>					
Recreation Fees					
Fees- Programs	284,205	412,000	285,000	291,725	299,018
Fees - Facility Reservation	204,580	216,000	204,500	209,000	214,225
Fees - Special Events	4,581	5,000	4,500	4,600	4,715
Fees-5K Registrations	118,990	136,850	119,000	122,000	125,050
Fees-5K Sponsorships	40,035	30,000	40,000	42,000	43,050
<i>Sub-total Recreation Fees</i>	<u>652,391</u>	<u>799,850</u>	<u>653,000</u>	<u>669,325</u>	<u>686,058</u>
Development Services					
Planning and Zoning Fees	72,939	142,000	72,000	85,000	85,500
Improvement Inspect	7,845	36,500	8,000	15,000	15,250
Grading Plan Check		1,500			
<i>Sub-total Development Fees</i>	<u>80,784</u>	<u>180,000</u>	<u>80,000</u>	<u>100,000</u>	<u>100,750</u>
Leases and Rental Fees					
Cell Tower Lease	78,218	77,563	80,000	77,563	77,563
Library Lease	48,000	48,000	48,000	48,000	48,000
<i>Sub-total Leases/Rentals</i>	<u>126,218</u>	<u>125,563</u>	<u>128,000</u>	<u>125,563</u>	<u>125,563</u>
Other Service Charges					
Sale of Publications/Maps	1,041	7,000	2,000	2,000	2,000
<i>Sub-total Other Service Charges</i>	<u>1,041</u>	<u>7,000</u>	<u>2,000</u>	<u>2,000</u>	<u>2,000</u>
Miscellaneous Operating Revenues	26,692	13,000	48,000	48,000	48,000
<b>Total Charges for Services</b>	<b><u>887,126</u></b>	<b><u>1,125,413</u></b>	<b><u>911,000</u></b>	<b><u>944,888</u></b>	<b><u>962,371</u></b>
<b>Fines and Forfeitures</b>					
Vehicle Code Fines	222,221	393,000	220,000	245,000	245,000
Parking Revenues	46,337	79,000	40,000	55,000	55,000
Court Fines	15,105	13,000	15,000	25,000	25,000
Abandoned Vehicle Abatement	11,924	15,000	5,000		
<b>Total Fines and Fortfeitures</b>	<b><u>295,587</u></b>	<b><u>500,000</u></b>	<b><u>280,000</u></b>	<b><u>325,000</u></b>	<b><u>325,000</u></b>
<b>Total General Fund Revenues</b>	<b><u>17,309,834</u></b>	<b><u>19,376,845</u></b>	<b><u>18,011,676</u></b>	<b><u>18,814,973</u></b>	<b><u>19,727,142</u></b>

# CITY OF LAGUNA HILLS

## BIENNIAL BUDGET

FY 2013/14 - 2014/15

### TOTAL BUDGET

	PRIOR YEAR'S	FY 12/13		FY 13/14	FY 14/15
	ACTUAL FY 11/12	AMENDED BUDGET	YEAR-END ESTIMATE		
<b>Special Revenue Funds</b>					
<b>CIP Funding Sources</b>					
Gas Tax	946,723	932,707	855,981	987,179	1,011,858
Measure M2 Competitive	61,950	245,709	573,092	70,000	70,000
AB 2766	38,149	40,000	34,728	40,000	40,000
ARRA Energy	144,399				
CARITS	545,476				
City of Lake Forest				75,000	
County of Orange Mitigation Fees	40,152	11,848	12,000		
Developer Impact Fees	238,754				
Federal STP	3,115,023	1,584,977	1,332,169		
OCTA - City of Irvine CARITS	156,269		196,164		
Prop 1B (SLPP)				343,000	
Public Art Fee	27,613				
Quimby Act				977,000	450,000
State Neighborhood Tree Planting Grant	40,859	34,142	7,500		
Tax Increment	62,302	71,400			
Other CIP Related Grants & Contributions	2,146				
<b>Total CIP Funding Sources</b>	<b>5,419,815</b>	<b>2,920,783</b>	<b>3,011,634</b>	<b>2,492,179</b>	<b>1,571,858</b>
Measure M2 Local Fair Share	455,860	497,908	503,142	533,235	567,482
Community Development Block Grant	62,130	215,000	34,000	80,000	150,000
Housing Set-Aside		22,850			
Grants & Contributions	45,403				
Law Enforcement	110,315	-	108,851	100,000	100,000
Recycling Funds	60,689	78,826	71,496	136,293	89,567
Senior Mobility Program	29,387	34,226	51,675	31,500	31,500
<b>Total Special Revenue Funds</b>	<b>6,183,599</b>	<b>\$ 3,769,593</b>	<b>\$ 3,780,798</b>	<b>3,373,207</b>	<b>2,510,407</b>
<b>Other Funding Sources</b>					
Investment Income	30,129	170,000	22,000	50,000	75,000
Distribution from City Hall Leasing Operation		150,000	100,000	150,000	200,000
Refund, Property Tax Administrative Fee (PTAF)			179,902		
Sale of Capital Asset			2,953,000		
<b>Total Other Funding Sources</b>	<b>30,129</b>	<b>320,000</b>	<b>3,254,902</b>	<b>200,000</b>	<b>275,000</b>
<b>TOTAL FUNDING SOURCES</b>	<b>\$ 23,523,562</b>	<b>\$ 23,466,438</b>	<b>\$ 25,047,376</b>	<b>\$ 22,388,180</b>	<b>\$ 22,512,549</b>

# CITY OF LAGUNA HILLS

## BIENNIAL BUDGET

FY 2013/14 - 2014/15

### TOTAL BUDGET

	PRIOR YEAR'S			FY 12/13		FY 13/14	FY 14/15
	ACTUAL FY 11/12	AMENDED BUDGET	YEAR-END ESTIMATE				
<b>FUNDING USES</b>							
<b>General Fund Expenditures</b>							
<b>Council/Manager</b>							
Personnel	\$ 648,297	\$ 673,349	\$ 687,729	\$ 693,480	\$ 720,517		
Maintenance and Operation	71,082	59,875	74,600	81,700	87,450		
Contract Services	470,080	344,800	321,976	369,800	329,800		
<b>Total Council/Manager</b>	<b>1,189,459</b>	<b>1,078,024</b>	<b>1,084,305</b>	<b>1,144,980</b>	<b>1,137,767</b>		
<b>Clerk</b>							
Personnel	335,340	329,993	325,245	329,110	316,394		
Maintenance and Operation	15,963	21,355	19,290	20,095	22,705		
Contract Services	18,867	35,275	30,140	14,400	36,500		
Capital Outlay	-	-	-	-	3,600		
<b>Total Clerk</b>	<b>370,170</b>	<b>386,623</b>	<b>374,675</b>	<b>363,605</b>	<b>379,199</b>		
<b>Administrative Services</b>							
Personnel	808,367	835,393	844,056	861,226	888,305		
Maintenance and Operation	400,604	371,445	362,622	378,642	391,155		
Contract Services	149,682	148,000	126,949	147,914	125,470		
Capital Outlay	832	3,500	4,054	1,000	1,000		
<b>Total Administrative Services</b>	<b>1,359,485</b>	<b>1,358,338</b>	<b>1,337,681</b>	<b>1,388,782</b>	<b>1,405,930</b>		
<b>Information Technology</b>							
Personnel	52,529	63,839	70,113	143,470	183,686		
Maintenance and Operation	35,224	58,788	51,715	58,990	63,858		
Contract Services	119,915	139,927	139,645	100,869	75,669		
Capital Outlay	9,663	93,620	93,620	23,500	21,000		
<b>Total Information Technology</b>	<b>217,331</b>	<b>356,174</b>	<b>355,093</b>	<b>326,829</b>	<b>344,213</b>		
<b>Community Development</b>							
Personnel	918,187	941,380	866,817	893,278	944,950		
Maintenance and Operation	14,830	15,200	9,330	19,550	19,550		
Contract Services	122,179	410,000	120,000	202,000	227,000		
<b>Total Community Development</b>	<b>1,055,196</b>	<b>1,366,580</b>	<b>996,147</b>	<b>1,114,828</b>	<b>1,191,500</b>		
<b>Public Services</b>							
Personnel	753,771	774,807	777,552	782,521	840,172		
Maintenance and Operation	896,394	839,750	858,750	885,050	901,188		
Contract Services	2,457,049	2,521,500	2,430,500	2,532,000	2,577,000		
Capital Outlay	-	35,000	35,000	14,000	13,000		
<b>Total Public Services</b>	<b>4,107,214</b>	<b>4,171,057</b>	<b>4,101,802</b>	<b>4,213,571</b>	<b>4,331,360</b>		
<b>Community Services</b>							
Personnel	917,426	1,032,395	990,699	978,657	1,016,049		
Maintenance and Operation	469,149	508,085	508,199	508,870	513,587		
Contract Services	198,225	262,250	258,439	264,444	264,444		
Capital Outlay	-	53,750	38,224	38,000	8,500		
<b>Total Community Services</b>	<b>1,584,800</b>	<b>1,856,480</b>	<b>1,795,561</b>	<b>1,789,971</b>	<b>1,802,580</b>		
<b>Public Safety</b>							
Maintenance and Operation	59,190	46,550	57,270	55,125	55,350		
Contract Services	6,422,649	6,817,655	6,461,233	6,897,854	7,142,585		
Capital Outlay	1,865	27,000	28,624	32,000	2,000		
<b>Total Public Safety</b>	<b>6,483,704</b>	<b>6,891,205</b>	<b>6,547,127</b>	<b>6,984,979</b>	<b>7,199,935</b>		
<b>Total General Fund Expenditures</b>	<b>16,367,358</b>	<b>17,464,481</b>	<b>\$ 16,592,392</b>	<b>17,327,545</b>	<b>17,792,484</b>		

# CITY OF LAGUNA HILLS

## BIENNIAL BUDGET

FY 2013/14 - 2014/15

### TOTAL BUDGET

	PRIOR YEAR'S	FY 12/13		FY 13/14	FY 14/15
	ACTUAL FY 11/12	AMENDED BUDGET	YEAR-END ESTIMATE		
<b>Capital Improvement Program (CIP)</b>					
Streets, Signals & Lighting	4,710,673	3,928,170	3,863,703	1,380,000	2,050,000
Streetscape	75,073	45,161	25,000		
Flood Control and Water Quality	194,822	385,178	270,350	255,000	310,000
Parks	31,422	518,778	186,754	475,000	400,000
Public Facilities	217,900	310,322	225,203	502,000	50,000
Trails and Open Spaces	43,085		140,000	1,200,000	
<b>Total CIP</b>	<b>5,272,975</b>	<b>5,187,609</b>	<b>4,711,010</b>	<b>3,812,000</b>	<b>2,810,000</b>
<b>Special Revenue Funds</b>					
CDBG Fund	62,130	215,000	34,000	80,000	150,000
Housing Set-Aside		22,850			
Grants & Contributions	16,415				
Law Enforcement	10,315		8,851		
Redevelopment Tax Increment Fund	10,323	20,000			
Recycling Funds	48,803	96,900	71,496	136,293	89,567
Senior Mobility	10,146	34,226	21,324	31,500	31,500
<b>Total Special Revenue Fund</b>	<b>158,132</b>	<b>388,976</b>	<b>135,671</b>	<b>247,793</b>	<b>271,067</b>
<b>Debt Service Fund</b>					
Interest	670,243	623,187	623,187	599,587	501,387
Principle	1,130,000	1,180,000	1,180,000	1,205,000	1,300,000
<b>Total Debt Service Fund</b>	<b>1,800,243</b>	<b>1,803,187</b>	<b>1,803,187</b>	<b>1,804,587</b>	<b>1,801,387</b>
<b>Other Financing Uses</b>					
CalPERS Side Fund Payoff			557,805		
Use of Reserves	41,779	50,000	201,237	142,454	87,251
Distributions to Civic Center Leasing Operations		101,237			
<b>Total Other Funding Uses</b>	<b>41,779</b>	<b>151,237</b>	<b>759,042</b>	<b>142,454</b>	<b>87,251</b>
<b>TOTAL FUNDING USES</b>	<b>\$ 23,640,487</b>	<b>\$ 24,995,490</b>	<b>\$ 24,001,302</b>	<b>\$ 23,334,379</b>	<b>\$ 22,762,189</b>
<b>NET CHANGE IN FUND BALANCE</b>	<b>(116,925)</b>	<b>(1,529,052)</b>	<b>1,046,074</b>	<b>(946,199)</b>	<b>(249,640)</b>
<b>FUND BALANCE</b>					
Beginning Balance	10,540,306	10,423,381	10,423,381	11,469,455	10,523,256
<b>Ending Balance</b>	<b>\$ 10,423,381</b>	<b>\$ 8,894,329</b>	<b>\$ 11,469,455</b>	<b>\$ 10,523,256</b>	<b>\$ 10,273,616</b>



# **BUDGET SUMMARIES**

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## **OPERATING BUDGET**

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**CITY OF LAGUNA HILLS**  
**BIENNIAL BUDGET**  
**FY 2013/14 - 2014/15**  
**OPERATING BUDGET**

	FY 12/13			
	AMENDED BUDGET	YEAR-END ESTIMATE	FY 13/14	FY 14/15
<b>OPERATING REVENUES</b>				
Property Taxes	\$ 8,680,357	\$ 8,472,443	\$ 8,719,004	\$ 9,114,324
Franchise Fees	2,422,641	2,430,901	2,557,080	2,611,407
Intergovernmental Revenues	5,738,434	5,317,332	5,559,000	5,952,540
Licenses and Permits	910,000	600,000	710,000	761,500
Charges for Current Services	1,125,413	911,000	944,888	962,371
Fines and Forfeitures	500,000	280,000	325,000	325,000
Measure M2 Fairshare	497,908	503,142	533,235	567,482
Other Operating Revenues	155,239	401,902	300,000	375,000
<b>TOTAL OPERATING REVENUES</b>	<b>20,029,992</b>	<b>18,916,720</b>	<b>19,648,207</b>	<b>20,669,624</b>
<b>OPERATING EXPENDITURES</b>				
Council/Manager	1,078,024	1,084,305	1,144,980	1,137,767
City Clerk	386,623	374,675	363,605	379,199
Administrative Services	1,358,338	1,337,681	1,388,782	1,405,930
Information Technology	356,174	355,093	326,829	344,213
Community Development	1,366,580	996,147	1,114,828	1,191,500
Public Services	4,171,057	4,101,802	4,213,571	4,331,360
Community Services	1,856,480	1,795,561	1,789,971	1,802,580
Public Safety	6,891,205	6,547,127	6,984,979	7,199,935
Debt Service	1,803,187	1,803,187	1,804,587	1,801,387
<b>TOTAL OPERATING EXPENDITURES</b>	<b>19,267,668</b>	<b>18,395,579</b>	<b>19,132,132</b>	<b>19,593,871</b>
<b>REVENUES OVER EXPENDITURES</b>	<b>\$ 762,325</b>	<b>\$ 521,141</b>	<b>\$ 516,075</b>	<b>\$ 1,075,753</b>

**CITY OF LAGUNA HILLS**  
**BIENNIAL BUDGET**  
**FY 2013/14 - 2014/15**  
**OPERATING REVENUES**

	FY 12/13		FY 13/14	FY 14/15
	AMENDED BUDGET	YEAR-END ESTIMATE		
Property Taxes	\$ 8,680,357	\$ 8,472,443	\$ 8,719,004	\$ 9,114,324
Franchise Fees				
Utility Franchise Fees	1,046,581	956,781	971,325	986,008
Waste Disposal/Recycling Fees	276,060	278,785	285,755	292,899
Transient Occupancy Taxes	1,100,000	1,195,335	1,300,000	1,332,500
Total Franchise Taxes	<u>2,422,641</u>	<u>2,430,901</u>	<u>2,557,080</u>	<u>2,611,407</u>
Intergovernmental Revenues				
Intergovernmental -Sales Tax	5,612,054	5,300,000	5,559,000	5,952,540
Intergovernmental -MV in Lieu	126,380	17,332	-	-
Total Intergovernmental Revenues	<u>5,738,434</u>	<u>5,317,332</u>	<u>5,559,000</u>	<u>5,952,540</u>
Licenses and Permits				
Building Related Licenses/Permits	850,000	550,000	650,000	700,000
Engineering Permits	60,000	50,000	60,000	61,500
Total Licenses and Permits	<u>910,000</u>	<u>600,000</u>	<u>710,000</u>	<u>761,500</u>
Charges for Current Services				
Recreation Fees	799,850	653,000	669,325	686,058
Development Services Fees	180,000	80,000	100,000	100,750
Rental Fees/Leases	125,563	128,000	125,563	125,563
Miscellaneous & Other Service Charges	20,000	50,000	50,000	50,000
Total Service Charges	<u>1,125,413</u>	<u>911,000</u>	<u>944,888</u>	<u>962,371</u>
Fines and Forfeitures	500,000	280,000	325,000	325,000
Measure M Local Fairshare	497,908	503,142	533,235	567,482
Other Operating Revenues	155,239	401,902	300,000	375,000
<b>TOTAL OPERATING REVENUES</b>	<u><u>\$ 20,029,992</u></u>	<u><u>\$ 18,916,720</u></u>	<u><u>\$ 19,648,207</u></u>	<u><u>\$ 20,669,624</u></u>

**CITY OF LAGUNA HILLS**  
**BIENNIAL BUDGET**  
**FY 2013/14 - 2014/15**  
**OPERATING EXPENDITURES**

	FY 12/13		FY 13/14	FY 14/15
	AMENDED BUDGET	YEAR-END ESTIMATE		
<b>General Fund Expenditures</b>				
<b>Council/Manager</b>				
Personnel	\$ 673,349	\$ 687,729	\$ 693,480	\$ 720,517
Maintenance and Operation	59,875	74,600	81,700	87,450
Contract Services	344,800	321,976	369,800	329,800
<b>Total Council/Manager</b>	<b>1,078,024</b>	<b>1,084,305</b>	<b>1,144,980</b>	<b>1,137,767</b>
<b>Clerk</b>				
Personnel	329,993	325,245	329,110	316,394
Maintenance and Operation	21,355	19,290	20,095	22,705
Contract Services	35,275	30,140	14,400	36,500
Capital Outlay	-	-	-	3,600
<b>Total Clerk</b>	<b>386,623</b>	<b>374,675</b>	<b>363,605</b>	<b>379,199</b>
<b>Administrative Services</b>				
Personnel	835,393	844,056	861,226	888,305
Maintenance and Operation	371,445	362,622	378,642	391,155
Contract Services	148,000	126,949	147,914	125,470
Capital Outlay	3,500	4,054	1,000	1,000
<b>Total Administrative Services</b>	<b>1,358,338</b>	<b>1,337,681</b>	<b>1,388,782</b>	<b>1,405,930</b>
<b>Information Technology</b>				
Personnel	63,839	70,113	143,470	183,686
Maintenance and Operation	58,788	51,715	58,990	63,858
Contract Services	139,927	139,645	100,869	75,669
Capital Outlay	93,620	93,620	23,500	21,000
<b>Total Information Technology</b>	<b>356,174</b>	<b>355,093</b>	<b>326,829</b>	<b>344,213</b>
<b>Community Development</b>				
Personnel	941,380	866,817	893,278	944,950
Maintenance and Operation	15,200	9,330	19,550	19,550
Contract Services	410,000	120,000	202,000	227,000
<b>Total Community Development</b>	<b>1,366,580</b>	<b>996,147</b>	<b>1,114,828</b>	<b>1,191,500</b>
<b>Public Services</b>				
Personnel	774,807	777,552	782,521	840,172
Maintenance and Operation	839,750	858,750	885,050	901,188
Contract Services	2,521,500	2,430,500	2,532,000	2,577,000
Capital Outlay	35,000	35,000	14,000	13,000
<b>Total Public Services</b>	<b>4,171,057</b>	<b>4,101,802</b>	<b>4,213,571</b>	<b>4,331,360</b>
<b>Community Services</b>				
Personnel	1,032,395	990,699	978,657	1,016,049
Maintenance and Operation	508,085	508,199	508,870	513,587
Contract Services	262,250	258,439	264,444	264,444
Capital Outlay	53,750	38,224	38,000	8,500
<b>Total Community Services</b>	<b>1,856,480</b>	<b>1,795,561</b>	<b>1,789,971</b>	<b>1,802,580</b>
<b>Public Safety</b>				
Maintenance and Operation	46,550	57,270	55,125	55,350
Contract Services	6,817,655	6,461,233	6,897,854	7,142,585
Capital Outlay	27,000	28,624	32,000	2,000
<b>Total Public Safety</b>	<b>6,891,205</b>	<b>6,547,127</b>	<b>6,984,979</b>	<b>7,199,935</b>
<b>Total General Fund Expenditures</b>	<b>\$ 17,464,481</b>	<b>\$ 16,592,392</b>	<b>\$ 17,327,545</b>	<b>\$ 17,792,484</b>
<b>Debt Service</b>	<b>1,803,187</b>	<b>1,803,187</b>	<b>1,804,587</b>	<b>1,801,387</b>
<b>TOTAL OPERATING EXPENDITURES - ALL FUNDS</b>	<b>\$ 19,267,667</b>	<b>\$ 18,395,578</b>	<b>\$ 19,132,131</b>	<b>\$ 19,593,870</b>

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## **BUDGET SUMMARIES**

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### **GENERAL FUND BUDGET**

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**CITY OF LAGUNA HILLS**  
**BIENNIAL BUDGET**  
**FY 2013/14 - 2014/15**  
**GENERAL FUND BUDGET**

	FY 12/13				
	PRIOR YEAR'S ACTUAL FY 11/12	AMENDED BUDGET	YEAR-END ESTIMATE	FY 13/14	FY 14/15
<b>GENERAL FUND REVENUES</b>					
Property Taxes	\$ 8,223,234	\$ 8,680,357	\$ 8,472,443	\$ 8,719,004	\$ 9,114,324
Franchise Fees	2,228,006	2,422,641	2,430,901	2,557,080	2,611,407
Intergovernmental Revenues	5,129,999	5,738,434	5,317,332	5,559,000	5,952,540
Licenses and Permits	545,882	910,000	600,000	710,000	761,500
Charges for Current Services	887,126	1,125,413	911,000	944,888	962,371
Fines and Forfeitures	295,587	500,000	280,000	325,000	325,000
Interest Earnings	8,897	51,000	6,600	15,000	22,500
<b>TOTAL GENERAL FUND REVENUES</b>	<b>17,318,731</b>	<b>19,427,845</b>	<b>18,018,276</b>	<b>18,829,972</b>	<b>19,749,642</b>
<b>OPERATING EXPENDITURES</b>					
Council/Manager	1,189,459	1,078,024	1,084,305	1,144,980	1,137,767
City Clerk	370,170	386,623	374,675	363,605	379,199
Administrative Services	1,359,485	1,358,338	1,337,681	1,388,782	1,405,930
Information Technology	217,331	356,174	355,093	326,829	344,213
Community Development	1,055,196	1,366,580	996,147	1,114,828	1,191,500
Public Services	4,107,214	4,171,057	4,101,802	4,213,571	4,331,360
Community Services	1,584,800	1,856,480	1,795,561	1,789,971	1,802,580
Public Safety	6,483,704	6,891,205	6,547,127	6,984,979	7,199,935
<b>TOTAL OPERATING EXPENDITURES</b>	<b>16,367,358</b>	<b>17,464,481</b>	<b>\$ 16,592,392</b>	<b>17,327,545</b>	<b>17,792,484</b>
<b>REVENUES OVER EXPENDITURES</b>	<b>\$ 951,373</b>	<b>\$ 1,963,365</b>	<b>\$ 1,425,884</b>	<b>\$ 1,502,427</b>	<b>\$ 1,957,158</b>

**CITY OF LAGUNA HILLS**  
**BIENNIAL BUDGET**  
**FY 2013/14 - 2014/15**  
**GENERAL FUND REVENUES**

	PRIOR YEAR'S	FY 12/13		FY 13/14	FY 14/15
	ACTUAL FY 11/12	AMENDED BUDGET	YEAR-END ESTIMATE		
Property Taxes	\$ 8,223,234	\$ 8,680,357	\$ 8,472,443	\$ 8,719,004	\$ 9,114,324
Refund, Property Tax Administrative Fee (PTAF)			179,902		
Franchise Fees					
Utility Franchise Fees	950,739	1,046,581	956,781	971,325	986,008
Waste Disposal/Recycling Fees	272,784	276,060	278,785	285,755	292,899
Transient Occupancy Taxes	1,004,483	1,100,000	1,195,335	1,300,000	1,332,500
Total Franchise Taxes	<u>2,228,006</u>	<u>2,422,641</u>	<u>2,430,901</u>	<u>2,557,080</u>	<u>2,611,407</u>
Intergovernmental Revenues					
Intergovernmental -Sales Tax	5,113,272	5,612,054	5,300,000	5,559,000	5,952,540
Intergovernmental -MV in Lieu	16,727	126,380	17,332		
Total Intergovernmental Revenues	<u>5,129,999</u>	<u>5,738,434</u>	<u>5,317,332</u>	<u>5,559,000</u>	<u>5,952,540</u>
Licenses and Permits					
Building Related Licenses/Permits	509,893	850,000	550,000	650,000	700,000
Engineering Permits	35,989	60,000	50,000	60,000	61,500
Total Licenses and Permits	<u>545,882</u>	<u>910,000</u>	<u>600,000</u>	<u>710,000</u>	<u>761,500</u>
Charges for Current Services					
Recreation Fees	652,391	799,850	653,000	669,325	686,058
Development Services Fees	80,784	180,000	80,000	100,000	100,750
Rental Fees/Leases	126,218	125,563	128,000	125,563	125,563
Miscellaneous & Other Service Charges	27,733	20,000	50,000	50,000	50,000
Total Service Charges	<u>887,126</u>	<u>1,125,413</u>	<u>911,000</u>	<u>944,888</u>	<u>962,371</u>
Fines and Forfeitures	295,587	500,000	280,000	325,000	325,000
Interest Earnings	8,897	51,000	6,600	15,000	22,500
<b>TOTAL GENERAL FUND REVENUES</b>	<u>\$ 17,318,731</u>	<u>\$ 19,427,845</u>	<u>\$ 18,198,178</u>	<u>\$ 18,829,972</u>	<u>\$ 19,749,642</u>

**CITY OF LAGUNA HILLS**  
**BIENNIAL BUDGET**  
**FY 2013/14 - 2014/15**  
**GENERAL FUND EXPENDITURES**

	PRIOR YEAR'S		FY 12/13		FY 13/14	FY 14/15
	ACTUAL FY 11/12		AMENDED BUDGET	YEAR-END ESTIMATE		
<b>Council/Manager</b>						
Personnel	\$ 648,297	\$	673,349	\$ 687,729	\$ 693,480	\$ 720,517
Maintenance and Operation	71,082		59,875	74,600	81,700	87,450
Contract Services	470,080		344,800	321,976	369,800	329,800
<b>Total Council/Manager</b>	<b>1,189,459</b>		<b>1,078,024</b>	<b>1,084,305</b>	<b>1,144,980</b>	<b>1,137,767</b>
<b>Clerk</b>						
Personnel	335,340		329,993	325,245	329,110	316,394
Maintenance and Operation	15,963		21,355	19,290	20,095	22,705
Contract Services	18,867		35,275	30,140	14,400	36,500
Capital Outlay	-		-	-	-	3,600
<b>Total Clerk</b>	<b>370,170</b>		<b>386,623</b>	<b>374,675</b>	<b>363,605</b>	<b>379,199</b>
<b>Administrative Services</b>						
Personnel	808,367		835,393	844,056	861,226	888,305
Maintenance and Operation	400,604		371,445	362,622	378,642	391,155
Contract Services	149,682		148,000	126,949	147,914	125,470
Capital Outlay	832		3,500	4,054	1,000	1,000
<b>Total Administrative Services</b>	<b>1,359,485</b>		<b>1,358,338</b>	<b>1,337,681</b>	<b>1,388,782</b>	<b>1,405,930</b>
<b>Information Technology</b>						
Personnel	52,529		63,839	70,113	143,470	183,686
Maintenance and Operation	35,224		58,788	51,715	58,990	63,858
Contract Services	119,915		139,927	139,645	100,869	75,669
Capital Outlay	9,663		93,620	93,620	23,500	21,000
<b>Total Information Technology</b>	<b>217,331</b>		<b>356,174</b>	<b>355,093</b>	<b>326,829</b>	<b>344,213</b>
<b>Community Development</b>						
Personnel	918,187		941,380	866,817	893,278	944,950
Maintenance and Operation	14,830		15,200	9,330	19,550	19,550
Contract Services	122,179		410,000	120,000	202,000	227,000
<b>Total Community Development</b>	<b>1,055,196</b>		<b>1,366,580</b>	<b>996,147</b>	<b>1,114,828</b>	<b>1,191,500</b>
<b>Public Services</b>						
Personnel	753,771		774,807	777,552	782,521	840,172
Maintenance and Operation	896,394		839,750	858,750	885,050	901,188
Contract Services	2,457,049		2,521,500	2,430,500	2,532,000	2,577,000
Capital Outlay	-		35,000	35,000	14,000	13,000
<b>Total Public Services</b>	<b>4,107,214</b>		<b>4,171,057</b>	<b>4,101,802</b>	<b>4,213,571</b>	<b>4,331,360</b>
<b>Community Services</b>						
Personnel	917,426		1,032,395	990,699	978,657	1,016,049
Maintenance and Operation	469,149		508,085	508,199	508,870	513,587
Contract Services	198,225		262,250	258,439	264,444	264,444
Capital Outlay	-		53,750	38,224	38,000	8,500
<b>Total Community Services</b>	<b>1,584,800</b>		<b>1,856,480</b>	<b>1,795,561</b>	<b>1,789,971</b>	<b>1,802,580</b>
<b>Public Safety</b>						
Maintenance and Operation	59,190		46,550	57,270	55,125	55,350
Contract Services	6,422,649		6,817,655	6,461,233	6,897,854	7,142,585
Capital Outlay	1,865		27,000	28,624	32,000	2,000
<b>Total Public Safety</b>	<b>6,483,704</b>		<b>6,891,205</b>	<b>6,547,127</b>	<b>6,984,979</b>	<b>7,199,935</b>
<b>TOTAL GENERAL FUND EXPENDITURES</b>	<b>\$ 16,367,358</b>	<b>\$</b>	<b>17,464,481</b>	<b>\$ 16,592,392</b>	<b>\$ 17,327,545</b>	<b>\$ 17,792,484</b>

# CITY OF LAGUNA HILLS

## SOURCES OF GENERAL FUND REVENUES

### PROPERTY TAXES

The City receives Property Tax revenues in the form of Secured, Unsecured, Supplemental, Homeowners' Exemption, Interest and Penalties, Real Property Transfer Taxes, and Property Taxes in Lieu of VLF. In accordance with State law, property is assessed at actual full cash value and the maximum tax is 1% of the assessed valuation. Increases in assessed valuation are limited to 2% per year unless there is a change in property ownership or improvements to the property.

The assessed values of properties in the City, since FY 08/09 are listed in Table 1 below.

Table 1 – Assessed Values (\$000 Billion)

FISCAL YEAR	SECURED	UNSECURED	TOTAL	% CHANGE
2008/09	5.51	0.176	5.69	-0.8%
2009/10	5.41	0.176	5.59	-1.8%
2010/11	5.30	0.161	5.46	-2.3%
2011/12	5.31	0.155	5.46	0.1%
2012/13 *	5.37	0.141	5.51	0.9%
2013/14 *	5.50	0.145	5.65	2.5%
2014/15 *	5.78	0.152	5.93	5.0%

\* estimated data

For the 2013-2015 Biennial Budget, the City utilized information available from the County Assessor's Office as well from the City's consultants to prepare projections of property tax revenues for the next two years. As briefly referenced earlier, under Proposition 13, the California State Board of Equalization may increase the assessed value of locally assessed real property by either 2% or the CPI, whichever is less. While recent years have seen a lagging economy, lower property values, and a weak construction sector, place downward pressure on the annual CPI increase, this year a CPI of 2% was applied. We expect this will continue to be the case as the real estate market continues its recovery. Consequently, it is anticipated that secured/unsecured property tax valuation will increase by 2.5% for FY 13/14 over the prior year. For FY 14/15, a 5.0% increase in assessed valuation is projected over the previous year's estimates. Notable factors in the anticipated increases are the sale of the Laguna Hills Mall in May 2013 as well as the development anticipated to occur at Oakbrook Village.

Table 2 – Property Tax Revenues (\$ 000 Billion)

FISCAL YEAR	SECURED & UNSECURED**	PROPERTY TAX IN-LIEU OF VLF	TOTAL	% CHANGE
2008/09	6.148	2.476	8.624	-2.7%
2009/10	6.078	2.413	8.491	-1.5%
2010/11	5.926	2.357	8.284	-2.4%
2011/12	5.874	2.349	8.223	-0.7%
2012/13 *	6.076	2.396	8.472	2.8%
2013/14 *	6.263	2.456	8.719	2.9%
2014/15 *	6.535	2.579	9.114	4.5%

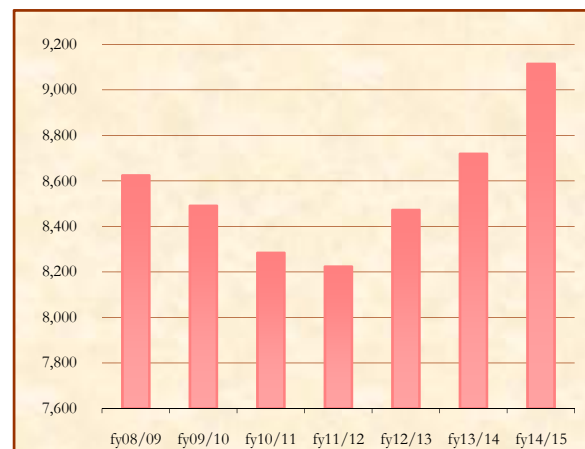
\*\*Includes Real Property Transfer Tax

As shown in Table 2 above, it is projected that property tax revenues will yield approximately \$6.26 million in FY 13/14 and \$6.54 million in FY 14/15 in property tax receipts.

In addition, the City receives property taxes in lieu of Vehicle License Fee (VLF) revenues. Property tax in-lieu of VLF is anticipated to increase for FY 13/14 and FY 14/15 over FY 12/13 year-end estimates.

Total property tax revenue receipts are projected to yield approximately \$8.7 million in FY 13/14, representing a 2.9% increase over the previous fiscal year. In FY 14/15, it is anticipated assessed values will continue to increase, resulting in an additional 4.5% increase in revenues over the prior fiscal year.

Figure 1 – Property Tax Revenues (\$ 000)  
(5-Year Trend and FYs 2013-2015 Projections)



# CITY OF LAGUNA HILLS

## SOURCES OF GENERAL FUND REVENUES

### FRANCHISE FEES

Franchise Fees are imposed by the City on gas, electric, and cable television for the privilege of using public rights-of-ways. Each of these utility companies is assessed between 1 and 5 percent of gross receipts.

In addition, a fee is imposed on the City's solid waste and recycling service provider for contract administration costs and costs associated with the repair of City streets. The City's solid waste fee is \$250,000 and is adjusted for inflation each fiscal year based on the annual percentage change in the Producer Price Index (PPI). This adjustment is applied to the prior year actual fee amount using March PPI data. The City anticipates \$285,755 in solid waste fee revenue based on a 2.5% PPI adjustment. We are forecasting that the PPI percentage change for the following fiscal year will be 2.5% over the current year, which will adjust the fee total to \$292,899 for FY 14/15.

Also, included in this category, is the 10% Transient Occupancy Tax (TOT) levied on operating hotels located within the City limits, of which currently there are four. Table 3 below lists the historical trend of TOT revenues.

Table 3 – TOT REVENUES

FISCAL YEAR	TOT Received (\$)	% CHANGE (From Prior Year)
2008/09	915,807	-24.9 %
2009/10	752,479	-17.8 %
2010/11	869,532	15.6 %
2011/12	1,004,482	15.5 %
2012/13 *	1,195,335	19.0 %
2013/14 *	1,300,000	8.8 %
2014/15 *	1,332,500	2.5 %

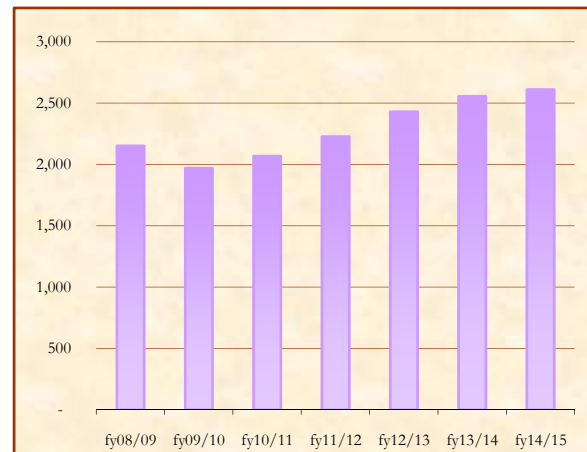
\* estimated data

In FY 11/12, the TOT contributed \$1,004,482 to the City's General Fund, coming from 481 hotel rooms citywide. For FY 12/13, it is anticipated that the actual year-end TOT receipts will total \$1,195,335, representing an increase of 19.0%.

For this two year budget cycle, it is anticipated that TOT receipts will increase approximately 8.8% for the first year of the Biennial Budget and come in at \$1,300,000. For FY 14/15, TOT receipts are anticipated to total \$1,332,500. Furthermore, Franchise Utility Fees revenue is expected to rise to \$971,325 in FY 13/14 and to \$986,008 in FY 14/15.

Figure 2 provides a historical trend of revenues for franchise fees and TOT from FY 08/09. As shown in the graph below, total Franchise Fees and TOT receipts are expected to total \$2,557,080 for FY 13/14 and \$2,611,407 for FY 14/15, representing a 5.2% and 2.1% increase, respectively.

Figure 2 – FRANCHISE FEES & TOT (\$000)  
(5-Year Trend and FYs 2013-2015 Projections)



# CITY OF LAGUNA HILLS

## SOURCES OF GENERAL FUND REVENUES

### SALES TAX

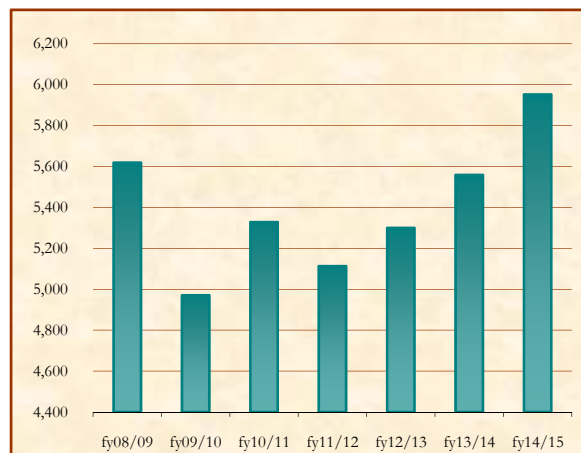
The 8.75% Sales and Use Tax is collected by the State Board of Equalization and is allocated as follows:

- The City receives 1% of the total based on sales within its jurisdiction;
- 0.25% is allocated to the County of Orange;
- 0.50% is allocated to the Orange County Transportation Authority (OCTA);
- The remaining 7% is retained by the State.

The City's Sales and Use Tax Revenues include point of sale tax payments, and a share of the County Pool and State Pool allocations.

Effective July 1, 2004, ¼ of the one percent local sales and use tax was confiscated by the State to guarantee the State's deficit bonds approved by Proposition 57. The withheld funds are backfilled with property taxes by the County, each January and May, in accordance with the State's "triple flip" allocation scheme.

Figure 3 –SALES & USE TAX (\$000)  
(5-Year Trend and FYs 2013-2015 Projections)



As evident by Figure 3 above, consumer spending declined significantly in response to the Great Recession. However, it is anticipated that the growth in sales tax revenues will continue to rebound over the next two years of the Biennial Budget. Although Sales and Use Tax revenues are expected to increase over the next two years, revenues are not expected to

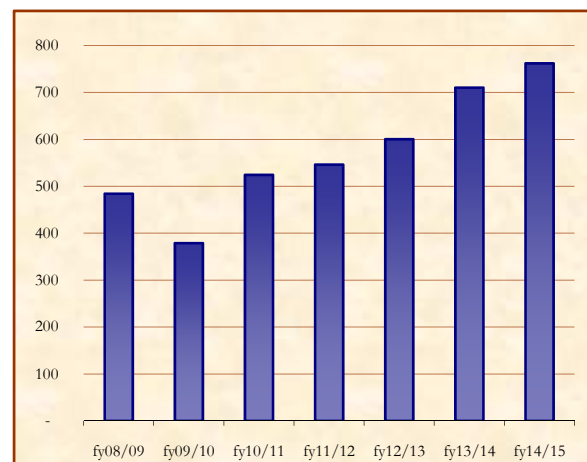
reach pre-recessionary levels until FY 16/17. This is primarily due to increased competition in the area, a structural economic correction, and the planned de-leasing at the Laguna Hills Mall. Sales and Use Tax revenues will increase from a low of \$5,300,000 in FY 12/13 to \$5,559,000 in FY 13/14 and \$5,952,540 in FY 14/15.

### LICENSES AND PERMITS

This revenue source is development driven and is comprised of fees for Building and Engineering licensing and permit activities.

The chart below details a 5-year historical trend of license and permit fees collected. In FY 12/13, License and Permit fees came in at \$600,000, due to the increased development and redevelopment occurring throughout the City.

Figure 4 – LICENSES AND PERMITS (\$000)  
(5-Year Trend and FYs 2013-2015 Projections)



The License and Permits Fee revenues for FY 13/14 is estimated at \$710,000. For FY 14/15, revenues are anticipated to come in at \$761,500.

The Community Development Department's assumption for the next two fiscal years is that revenue will recover, in part due to the anticipated redevelopment of Oakbrook Village and the Laguna Hills Mall.



# CITY OF LAGUNA HILLS

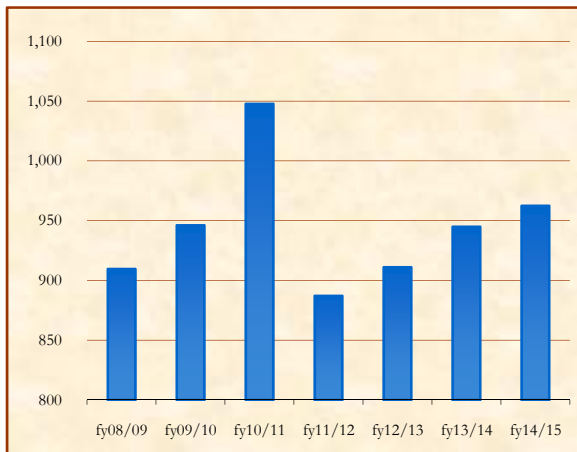
## SOURCES OF GENERAL FUND REVENUES

### CHARGES FOR SERVICES

This revenue type is comprised of at least 5 major fee categories: 1) fees generated from recreation programs; 2) fees for development-type activities like planning and zoning fees, grading plan checks, and improvement inspection fees; 3) rental charges and lease agreements for the use of communication and other facilities in the City, including the Community Center; 4) sale of publications and maps and other charges; and 5) miscellaneous receipts for weed abatement, refund of prior years' risk premiums, etc.

For FY 13/14, it is estimated that this revenue source will increase by 3.7% to \$944,888 over the FY 12/13 year-end estimate (refer to Figure 5 below). Revenues are anticipated to increase slightly by 1.9% in FY 14/15, bringing the total receipts for Charges For Services to \$962,371.

Figure 5 – CHARGES FOR SERVICES (\$000)  
(5-Year Trend and FYs 2013-2015 Projections)

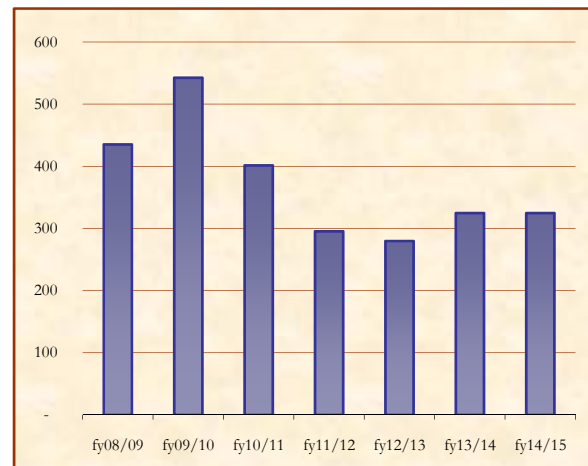


### FINES AND FORFEITURES

Fines and Forfeitures revenue consists of vehicle code fines, parking violation fees, court fines, and abandoned vehicle abatement fees.

A 5-year historical trend of the collected Fines and Forfeitures is illustrated in Figure 6 below. For the 2013-2015 Biennial Budget, the City's Public Safety Department anticipates a 16.1% increase over FY 12/13 year-end estimate. The revenue receipts are anticipated to stay flat through FY 14/15.

Figure 6 – FINES & FORFEITURES (\$000)  
(5-Year Trend and FYs 2013-2015 Projections)



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# **BUDGET SUMMARIES**

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## **SPECIAL REVENUES**

**CITY OF LAGUNA HILLS**  
**BIENNIAL BUDGET**  
**FY 2013/14 - 2014/15**  
**SPECIAL REVENUES**

	PRIOR YEAR'S	FY 12/13		FY 13/14	FY 14/15
	ACTUAL FY 11/12	AMENDED BUDGET	YEAR-END ESTIMATE		
<b>CIP Funding Sources</b>					
Gas Tax	946,723	932,707	855,981	987,179	1,011,858
Measure M2 Competitive	61,950	245,709	573,092	70,000	70,000
AB 2766	38,149	40,000	34,728	40,000	40,000
ARRA Energy	144,399				
CARITS	545,476				
City of Lake Forest				75,000	
County of Orange Mitigation Fees	40,152	11,848	12,000		
Developer Impact Fees	238,754				
Federal STP	3,115,023	1,584,977	1,332,169		
OCTA - City of Irvine CARITS	156,269		196,164		
Prop 1B (SLPP)				343,000	
Public Art Fee	27,613				
Quimby Act				977,000	450,000
State Neighborhood Tree Planting Grant	40,859	34,142	7,500		
Tax Increment	62,302	71,400			
Other CIP Related Grants & Contributions	2,146				
Total CIP Funding Sources	5,419,815	2,920,783	3,011,634	2,492,179	1,571,858
Measure M2 Local Fair Share	455,860	497,908	503,142	533,235	567,482
Community Development Block Grant	62,130	215,000	34,000	80,000	150,000
Housing Set-Aside		22,850			
Grants & Contributions	45,403				
Law Enforcement					
Federal Law Enforcement Grants			2,312		
SLESF/COPS Brulte	100,000		100,000	100,000	100,000
Other State & Local Grants	10,315		6,539		
Total Law Enforcement	110,315	-	108,851	100,000	100,000
Recycling Funds					
DOC (Beverage Recycling)	8,461	8,826	11,592	44,710	19,984
CR&R Recycling (per Franchise Contract)	20,000	20,000	20,000	20,000	20,000
C&D Forfeited Deposits	32,228	50,000	34,545	68,450	49,583
AB 939 Surcharge Recycling Grant			5,359	3,133	
Total Recycling Funds	60,689	78,826	71,496	136,293	89,567
Senior Mobility Program	29,387	34,226	51,675	31,500	31,500
<b>Total Special Revenue Funds</b>	<b>6,183,599</b>	<b>3,769,593</b>	<b>3,780,798</b>	<b>3,373,207</b>	<b>2,510,407</b>

# **CITY OF LAGUNA HILLS**

## **MAJOR SOURCES OF SPECIAL REVENUE FUNDS**

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### **GAS TAX**

The State of California assesses tax on gasoline as authorized by Sections 2105, 2106, 2107, and 2107.5 of the California Streets and Highways Code. These funds are restricted for the maintenance, rehabilitation, or improvement of public streets. This revenue type is dependent upon the City's population factor.

For the first year of the Biennial Budget, it is anticipated that the City will receive \$987,179 in Gas Tax revenues. For the second year, the City is anticipated to receive \$1,011,858.

### **MEASURE M2 LOCAL FAIR SHARE**

Measure M2 Local Fair Share Funds are available from the ½ cent sales tax renewed by voters in November of 2006 with an effective date of April 1, 2011, coinciding with the sunset of Measure M-1. The measure M2 Sales Tax includes an apportionment to local jurisdictions for street maintenance and improvements.

Apportionments are based on a formula using population, miles of existing streets, and taxable sales. For the first year of the Biennial Budget, this fund is projected to come in at \$533,235 and \$567,482 for the second year.

### **SPECIAL ALLOCATIONS**

The City receives one-time revenue allocations for specific projects in its Capital Improvement Program. Many of these "grants" are awarded on a competitive basis. Sources include, but are not limited to: Measure "M-2" Competitive Funding; City of Lake Forest; Proposition 1B (SLPP); Quimby Act Fees; AB 2766 to fund various air pollution efforts; and AB2928 for arterial highway maintenance. Since these revenues are typically project-driven, revenues are received on a reimbursement basis.

# CITY OF LAGUNA HILLS

## MAJOR SOURCES OF SPECIAL REVENUE FUNDS

Figures 1 and 2 below show all the sources of special revenue as a percentage of total special revenues.

FIGURE 1 – SOURCES OF SPECIAL REVENUE

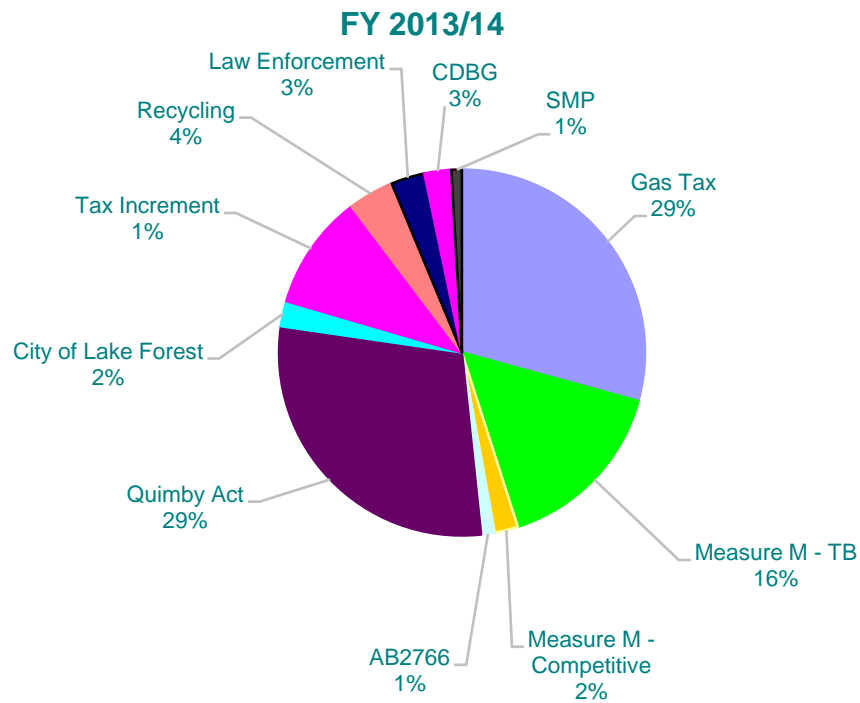
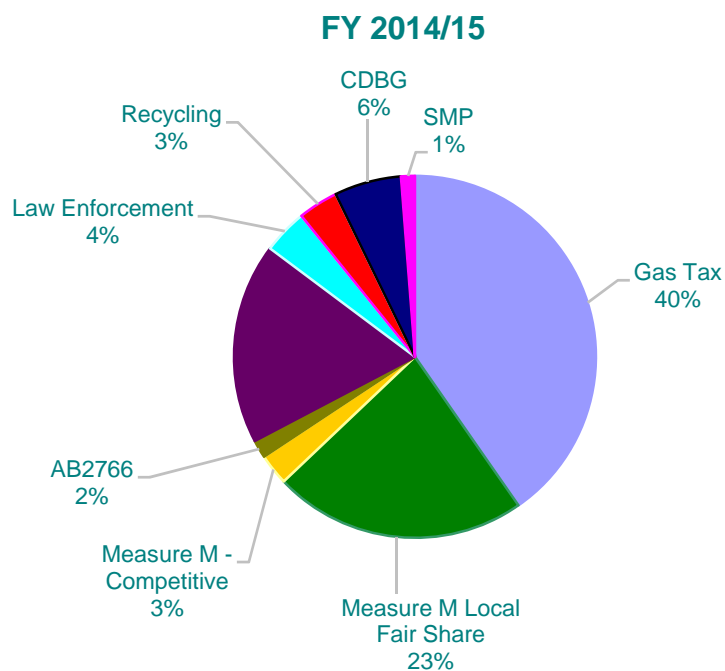


FIGURE 2 – SOURCES OF SPECIAL REVENUE





# CITY OF LAGUNA HILLS

BIENNIAL BUDGET

FY 2013/14 – 2014/15

**DEPARTMENT: COUNCIL/MANAGER**

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**DESCRIPTION:**

The Council/Manager Department formulates and implements City policies, practices, and services providing overall policy direction and management of the City. In addition, this division is responsible for fostering intergovernmental relations, and advocating the City's interests regarding regional, State, and Federal issues.

**MISSION STATEMENT:** Formulate and implement policies, practices, and services that respond to the needs, values, and interests of the citizens of Laguna Hills.

**FUNCTIONAL AREAS:****POLICY MAKING**

(Policy Formulation, Community Representation, Ordinance Review and Adoption)

**INTERGOVERNMENTAL RELATIONS**

(Orange County Fire Authority, League of California Cities, Orange County Public Library Board, San Joaquin Toll Road Agency, and Miscellaneous Regional Advisory Body Representation)

**EXECUTIVE MANAGEMENT**

(City Council Support, Policy Implementation, Contract Administration, Operations Management, and Organizational Development)

**LEGAL SERVICES**

(General Counsel, Special Counsel, and Litigation)

**LEGISLATION**

(Analysis and Advocacy)

**ECONOMIC DEVELOPMENT**

(Retention and Attraction)



## **CITY OF LAGUNA HILLS**

BIENNIAL BUDGET - FY 2013/14 – 2014/15

DEPARTMENT: COUNCIL/MANAGER

---

### **BUDGETED STAFFING:**

	Fiscal Years 2011-13	Fiscal Years 2013-15
Full-time	2.35	2.35
Part-time	0.00	0.00
Contract	0.74	0.74
Total	3.09	3.09

### **MAJOR PLANS FOR FY 2013/14 – FY 2014/15:**

1. Work with Simon Properties to facilitate the redevelopment of the Laguna Hills Mall Work between Sears and JC Penny into a mixed-used development project, including residential.
2. Research and identify strategies to lower water rates for Laguna Hills residents and businesses.
3. Develop a business plan for establishing a South Orange County Family Justice Center in Laguna Hills for the City Council's consideration.

### **WORK PROGRAMS FOR FY 2013/14 – FY 2014/15:**

1. Create a business friendly economic development webpage/portal as part of the City's web site overhaul.
2. Market the City's development and business opportunities at the ICSC conventions in Las Vegas (May) and San Diego (September) each year.
3. Meet with all major property owners and commercial real estate brokers to discuss opportunities and challenges to their business success in Laguna Hills.
4. Work with Phillips Car Dealership to facilitate the eventual redevelopment of the site to its highest and best use.
5. Work toward the General Plan's vision for the Via Lomas Opportunity Study Area.



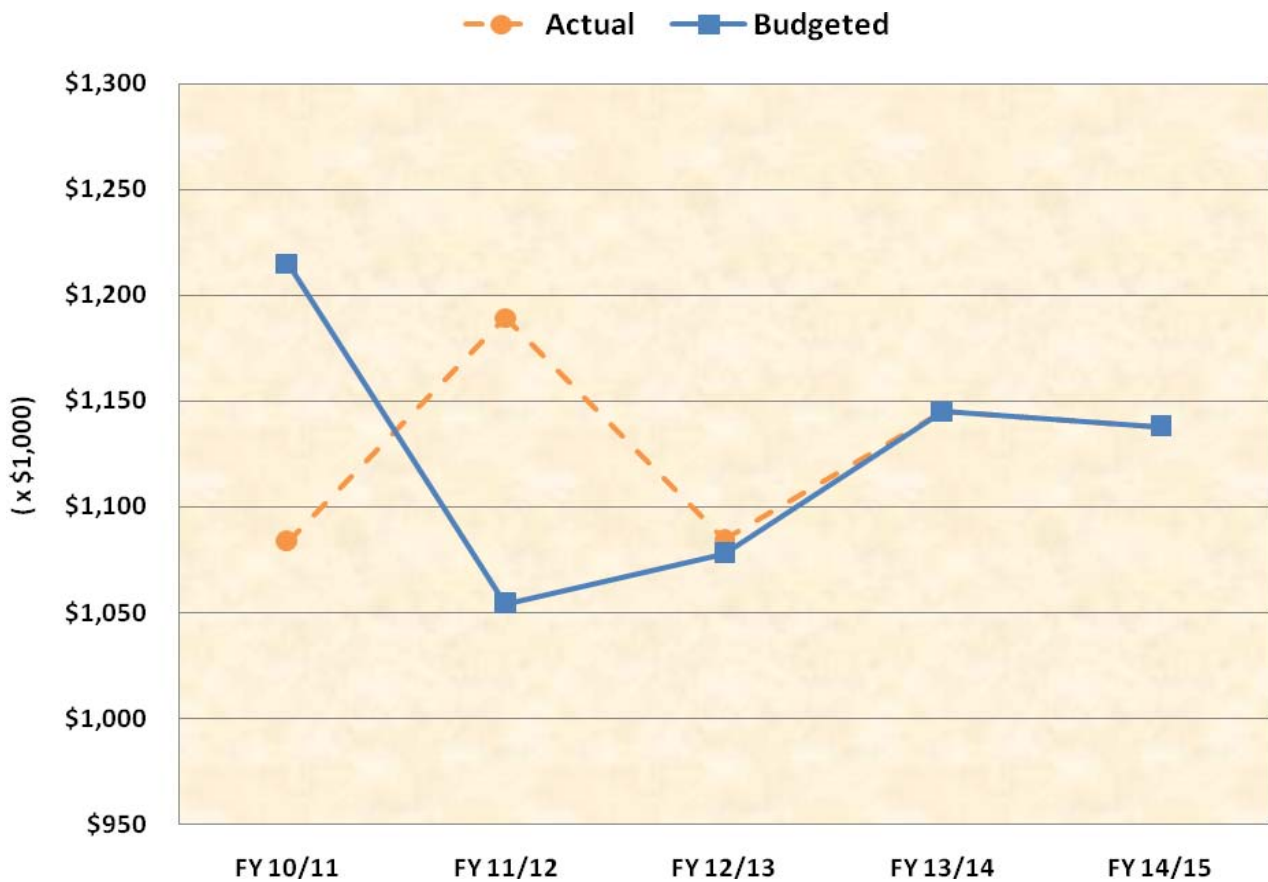


## CITY OF LAGUNA HILLS

BIENNIAL BUDGET - FY 2013/14 - 2014/15

DEPARTMENT: COUNCIL/MANAGER

### DEPARTMENT EXPENDITURE GRAPH:



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**CITY OF LAGUNA HILLS  
BIENNIAL BUDGET  
FISCAL YEAR 2013/14-2014/15**

		<b>DESCRIPTION</b>			<b>CODE NO.</b>	
<b>FUND:</b>		General Fund			100	
<b>DEPARTMENT:</b>		City Council/City Manager			020	
		<b>PRIOR YEAR'S ACTUAL FY 11/12</b>	<b>AMENDED BUDGET FY 12/13</b>	<b>YEAR END ESTIMATE FY 12/13</b>	<b>PROPOSED BUDGET</b>	
					<b>FY 13/14</b>	<b>FY 14/15</b>
<b>PERSONNEL</b>						
510.000	SALARIES - FULL TIME	430,732	438,475	450,844	451,651	463,631
520.000	MEDICARE	6,534	10,264	10,582	6,549	6,723
521.000	RETIREMENT	113,245	120,840	117,553	110,148	122,040
530.000	HEALTH INSURANCE	76,341	81,673	87,838	104,106	107,111
530.200	GROUP LIFE	13,890	10,994	10,602	11,094	11,098
540.000	WORKERS COMP & SUI	5,644	5,747	4,673	4,878	4,878
542.000	DISABILITY INSURANCE	1,911	5,356	5,637	5,054	5,036
	<b>Sub-total</b>	<b>648,297</b>	<b>673,349</b>	<b>687,729</b>	<b>693,480</b>	<b>720,517</b>
<b>MAINTENANCE AND OPERATIONS</b>						
610.000	MEMBERSHIPS AND DUES	36,847	35,875	32,113	37,175	37,175
611.000	TRAINING AND EDUCATION	12	3,100	6,207	2,500	7,500
612.000	TRAVEL, CONFERENCES & MEETINGS	13,741	13,100	13,100	18,425	18,425
612.025	TRVL, CONF & MTG- ECONOMIC DEV	3,660	-	15,194	16,500	16,500
613.000	MILEAGE REIMBURSEMENT	-	200	-	-	-
695.000	COMM. EVENTS/PUBLIC RELATIONS	9,055	7,600	7,986	7,100	7,850
695.500	HOLIDAY EVENTS	7,767	-	-	-	-
	<b>Sub-total</b>	<b>71,082</b>	<b>59,875</b>	<b>74,600</b>	<b>81,700</b>	<b>87,450</b>
<b>CONTRACTUAL SERVICES</b>						
700.000	PROFESSIONAL SERVICES	48,833	54,800	46,976	79,800	39,800
700.010	LEGAL SVCS. - GENERAL COUNSEL	349,845	240,000	240,000	240,000	240,000
700.011	LEGAL SVCS. - LITIGATION	71,402	50,000	35,000	50,000	50,000
	<b>Sub-total</b>	<b>470,080</b>	<b>344,800</b>	<b>321,976</b>	<b>369,800</b>	<b>329,800</b>
	<b>TOTAL</b>	<b>1,189,459</b>	<b>1,078,024</b>	<b>1,084,305</b>	<b>1,144,980</b>	<b>1,137,767</b>

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# CITY OF LAGUNA HILLS

BIENNIAL BUDGET

FY 2013/14 – 2014/15

## DEPARTMENT: CITY CLERK

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### DESCRIPTION:

The City Clerk is responsible for administering the City's legislative process including the publication of notices and ordinances, agenda preparation, and recording and communicating all City Council actions taken and proceedings conducted. In addition, this department is responsible for the City's Records Management Program, Municipal Elections, and preparation and maintenance of the City's Municipal Code.

**MISSION STATEMENT:** Ensure legal compliance with all Federal, State, and local statutes related to the basic functions and duties, which are the responsibility of the City Clerk.

### FUNCTIONAL AREAS:

#### DEPARTMENT ADMINISTRATION

(Municipal Code, Bid Openings, Claims, Commission Appointments, and Conflict of Interest Compliance)

#### CITY COUNCIL SUPPORT

(Meeting Notifications, Agenda Preparation, Minute Preparation, and Document Management)

#### PUBLIC INFORMATION

(Request Processing and Research)

#### ELECTIONS

(Administration, Legal Compliance, Voter Registration, Petition Processing, and Campaign Statement Filings)

#### RECORDS MANAGEMENT

(Custody of Records, Records Management Training, and Subpoenas)



## **CITY OF LAGUNA HILLS**

BIENNIAL BUDGET - FY 2013/14 - 2014/15

### **DEPARTMENT: CITY CLERK**

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#### **BUDGETED STAFFING:**

	<b>Fiscal Years 2011-13</b>	<b>Fiscal Years 2013-15</b>
Full-time	1.88	1.88
Part-time	0.75	0.75
Contract	0.00	0.00
Total	2.63	2.63

#### **WORK PROGRAMS FOR FY 2013/14 - FY 2014/15:**

1. Conduct the General Municipal Election in November 2014.
2. Conduct a comprehensive review of the Citywide Records Program and Retention Schedule.

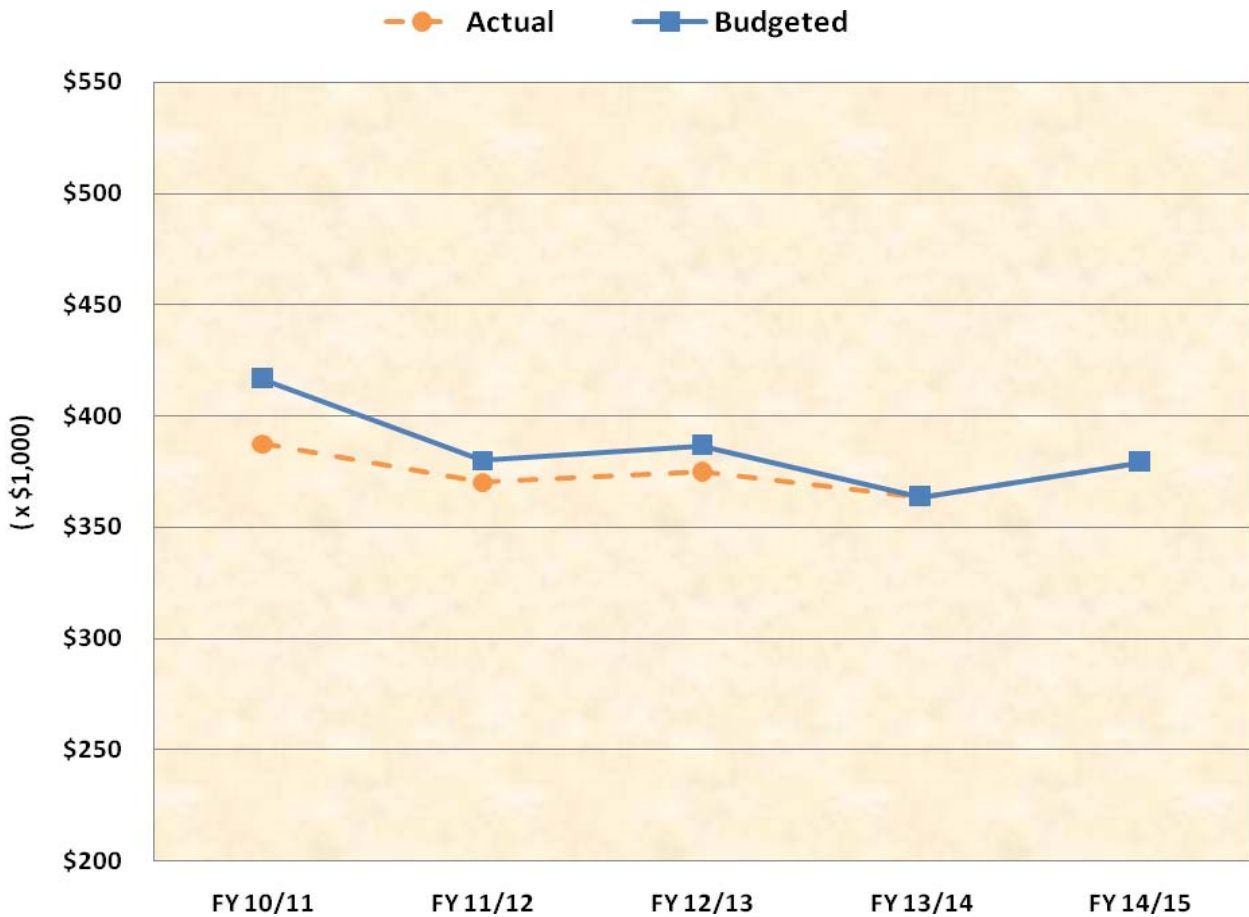


## CITY OF LAGUNA HILLS

BIENNIAL BUDGET - FY 2013/14 - 2014/15

DEPARTMENT: CITY CLERK

### DEPARTMENT EXPENDITURE GRAPH:



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**CITY OF LAGUNA HILLS  
BIENNIAL BUDGET  
FISCAL YEAR 2013/14-2014/15**

		<b>DESCRIPTION</b>			<b>CODE NO.</b>	
<b>FUND:</b>		General Fund			100	
<b>DEPARTMENT:</b>		Clerk			030	
		<b>PRIOR YEAR'S ACTUAL FY 11/12</b>	<b>AMENDED BUDGET FY 12/13</b>	<b>YEAR END ESTIMATE FY 12/13</b>	<b>PROPOSED BUDGET</b>	
					<b>FY 13/14</b>	<b>FY 14/15</b>
<b>PERSONNEL</b>						
510.000	SALARIES - FULL TIME	179,795	180,202	178,130	184,406	168,949
512.000	SALARIES - PART-TIME	40,784	41,468	40,695	42,734	44,443
518.000	AUTO ALLOWANCE	3,150	3,150	3,150	3,150	3,150
520.000	MEDICARE	3,241	3,260	3,219	3,340	3,139
521.000	RETIREMENT	77,368	68,520	67,149	62,533	65,793
530.000	HEALTH INSURANCE	27,142	29,475	29,411	29,324	27,454
530.200	GROUP LIFE	448	443	448	463	400
540.000	WORKERS COMP & SUI	2,208	2,248	1,828	1,908	1,908
542.000	DISABILITY INSURANCE	1,204	1,227	1,215	1,252	1,158
<b>Sub-total</b>		<b>335,340</b>	<b>329,993</b>	<b>325,245</b>	<b>329,110</b>	<b>316,394</b>
<b>MAINTENANCE AND OPERATIONS</b>						
610.000	MEMBERSHIPS AND DUES	370	395	350	385	415
611.000	TRAINING AND EDUCATION	386	1,100	1,269	1,850	1,650
613.000	MILEAGE REIMBURSEMENT	150	300	250	300	300
620.000	OFFICE SUPPLIES	5,009	4,800	5,090	5,300	5,500
621.000	COMPUTER SUPPLIES	170	-	-	-	-
623.000	PRINTING	123	650	400	600	600
624.001	ADVERTISING - LEGAL	5,339	9,500	7,240	6,500	8,700
626.000	SUBSCRIPTIONS & BOOKS	4,271	3,610	3,709	4,050	4,420
646.000	MAINTENANCE & REPAIR- EQUIP/MACH	145	1,000	982	1,110	1,120
<b>Sub-total</b>		<b>15,963</b>	<b>21,355</b>	<b>19,290</b>	<b>20,095</b>	<b>22,705</b>
<b>CONTRACTUAL SERVICES</b>						
700.000	PROFESSIONAL SERVICES	14,494	14,800	12,710	14,400	15,500
720.000	CONTRACT SERVICES	-	20,000	16,930	-	21,000
720.050	HARDWARE & SOFTWARE SUPPORT	4,373	475	500	-	-
<b>Sub-total</b>		<b>18,867</b>	<b>35,275</b>	<b>30,140</b>	<b>14,400</b>	<b>36,500</b>
<b>CAPITAL OUTLAY</b>						
910.000	EQUIPMENT & MACHINERY	-	-	-	-	3,600
<b>Sub-total</b>		<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>3,600</b>
<b>TOTAL</b>		<b>370,170</b>	<b>386,623</b>	<b>374,675</b>	<b>363,605</b>	<b>379,199</b>

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# CITY OF LAGUNA HILLS

BIENNIAL BUDGET

FY 2013/14 – 2014/15

## DEPARTMENT: ADMINISTRATIVE SERVICES

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### DESCRIPTION:

The Administrative Services Department consists of five functional areas: Finance, Risk Management, Personnel, General Services, and Franchise Administration. The Finance function directs the financial activities of the City including budgeting, accounting, auditing, reporting, and cash management. The Risk Management function implements and administers the City's comprehensive risk management program. The Personnel function is responsible for human services and the administration of the City's personnel system. The General Services function provides an array of support services to all City Departments including public information services and facilities management. The Franchise Administration function administers the City's franchise agreements for cable television, electric, and natural gas utilities.

**MISSION STATEMENT:** Organize, finance, and support the operations of the City by protecting the City's assets and fiscal integrity; attracting, retaining, and equipping highly qualified individuals who are capable of delivering a high level of service in a streamlined organization; and safeguarding the public's interest in the absence of effective competition.

### FUNCTIONAL AREAS:

#### FINANCE

(Financial Reporting and Analysis, Internal Control Development and Compliance, Audit Coordination and External Accountability, Budget Coordination and Program Evaluation, Cash Management and Investments, Debt Management, Purchasing, and Payroll)

#### RISK MANAGEMENT

(Liability Protection, Purchasing, Claims Processing and Defense, Risk Assessment, Inspections, Incident Reporting & Investigations, Safety Audits, and Safety Training)

#### PERSONNEL

(Training and Development, Administration of Employee Benefits and Compensation Plans, Recruitment, and Human Services)

#### GENERAL SERVICES

(Support Services, Public Information, Fixed Asset Management, and Civic Center Leasing)



## **CITY OF LAGUNA HILLS**

BIENNIAL BUDGET - FY 2013/14 – 2014/15

### **DEPARTMENT: ADMINISTRATIVE SERVICES**

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#### **FRANCHISE ADMINISTRATION**

(Cable Television and Electric and Natural Gas Utilities)

#### **BUDGETED STAFFING:**

	<b>Fiscal Years 2011-13</b>	<b>Fiscal Years 2013-15</b>
Full-time	4.78	4.78
Part-time	0.75	1.25
Contract	0.00	0.00
Total	5.53	6.03

#### **MAJOR PLANS FOR FY 2013/14 – FY 2014/15:**

1. Overhaul and update the City's web site to improve its efficiency and effectiveness from the public's perspective.
2. Preserve the history of the City of Laguna Hills and the past twenty (20) years of accomplishments and actions by creating an oral recording and video production presenting significant events in chronological order.

#### **WORK PROGRAMS FOR FY 2013/14 – FY 2014/15:**

1. Work with individual departments to evaluate potential process improvements and select appropriate actions for implementation.
2. Work with OC Animal Care and other contract cities to facilitate the planning and construction of a new OC Animal Shelter.
3. Work with OC Animal Care, other contract cities and the Board of Supervisors to establish an OC Animal Care Public Advisory Board.
4. Issue a property management Request for Proposal for the Civic Center, and the Community Center and other facilities.
5. Issue a Request for Proposal for the selection of a new Independent Auditor.
6. Investigate alternative service providers to provide Third-Party Administration for the City's self-insured liability program.
7. Update reserve analysis reports for the Civic Center, Community Center and Sports Complex and City parks.



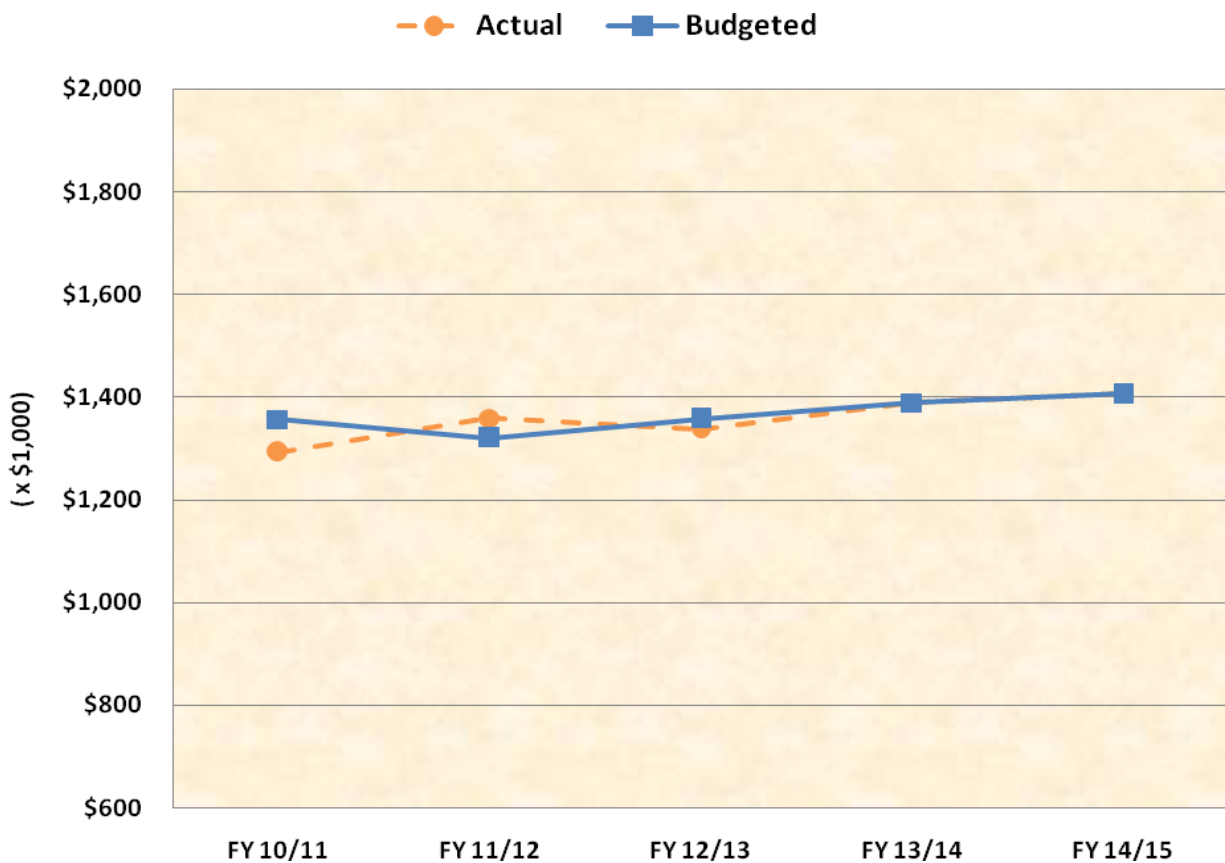
## CITY OF LAGUNA HILLS

BIENNIAL BUDGET - FY 2013/14 – 2014/15

### DEPARTMENT: ADMINISTRATIVE SERVICES

8. Work with Fritz Duda Company in developing a thematic master plan of public art in the Oakbrook Village Shopping Center with a view toward creating a public art walk in the Urban Village Specific Plan area.

#### DEPARTMENT EXPENDITURE GRAPH:



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**CITY OF LAGUNA HILLS  
BIENNIAL BUDGET  
FISCAL YEAR 2013/14-2014/15**

		<b>DESCRIPTION</b>			<b>CODE NO.</b>	
<b>FUND:</b>		General Fund			100	
<b>DEPARTMENT:</b>		Administrative Services			105	
		<b>PRIOR YEAR'S ACTUAL FY 11/12</b>	<b>AMENDED BUDGET FY 12/13</b>	<b>YEAR END ESTIMATE FY 12/13</b>	<b>PROPOSED BUDGET</b>	
					<b>FY 13/14</b>	<b>FY 14/15</b>
<b>PERSONNEL</b>						
510.000	SALARIES - FULL TIME	532,271	528,026	528,578	553,491	574,690
512.000	SALARIES - PART-TIME	37,676	33,061	46,219	49,670	51,033
518.000	AUTO ALLOWANCE	450	450	450	450	450
520.000	MEDICARE	8,161	8,142	8,341	8,752	9,080
521.000	RETIREMENT	130,433	161,729	158,223	143,999	145,341
530.000	HEALTH INSURANCE	89,421	94,998	93,243	95,527	98,270
530.200	GROUP LIFE	1,275	1,275	1,301	1,361	1,409
540.000	WORKERS COMP & SUI	5,363	4,515	4,307	4,496	4,496
542.000	DISABILITY INSURANCE	3,317	3,197	3,394	3,480	3,536
<b>Sub-total</b>		<b>808,367</b>	<b>835,393</b>	<b>844,056</b>	<b>861,226</b>	<b>888,305</b>
<b>MAINTENANCE AND OPERATIONS</b>						
610.000	MEMBERSHIPS AND DUES	2,696	3,975	3,899	4,195	4,195
611.000	TRAINING AND EDUCATION	8,609	6,850	8,663	6,550	6,850
612.000	TRAVEL, CONFERENCES & MEETINGS	5,180	4,000	1,226	4,500	4,500
613.000	MILEAGE REIMBURSEMENT	305	500	300	500	500
613.100	VEHICLE - FUEL	10,208	8,000	8,400	8,500	8,500
618.000	PHYSICAL EXAMS	1,959	4,100	1,600	4,200	4,200
620.000	OFFICE SUPPLIES	12,895	13,450	14,300	14,250	16,250
621.000	COMPUTER SUPPLIES	757	-	-	-	-
622.000	OPERATING SUPPLIES	6,801	9,600	8,500	9,600	9,600
623.000	PRINTING	7,738	8,500	8,200	8,500	8,500
624.002	ADVERTISING - RECRUITMENT	1,250	1,500	-	1,500	2,500
625.000	POSTAGE	23,043	24,200	24,200	24,200	24,200
626.000	SUBSCRIPTIONS & BOOKS	2,305	3,445	2,435	3,645	3,645
630.000	TELEPHONE & COMMUNICATION	9,946	9,900	9,799	10,000	10,000
641.000	RENT/LEASE - EQUIPMENT	21,962	20,500	22,640	23,062	24,220
641.100	RENT/LEASE - VEHICLE	-	-	-	6,065	5,220
646.000	MAINTENANCE & REPAIR- EQUIP/MACH	767	425	347	425	425
646.100	MAINTENANCE & REPAIR- VEHICLE	8,320	4,800	4,860	4,800	4,800
662.000	BANK & MERCHANT SERVICE FEES	17,653	13,200	17,650	18,550	19,550
690.000	GEN'L LIABILITY & AUTO INSURANCE	106,478	109,500	110,972	127,000	133,200
690.100	VEHICLE & PROPERTY INSURANCE	31,795	30,000	29,631	33,600	35,300
695.000	COMM. EVENTS/PUBLIC RELATIONS	119,937	95,000	85,000	65,000	65,000
<b>Sub-total</b>		<b>400,604</b>	<b>371,445</b>	<b>362,622</b>	<b>378,642</b>	<b>391,155</b>

**CITY OF LAGUNA HILLS  
BIENNIAL BUDGET  
FISCAL YEAR 2013/14-2014/15**

		<b>DESCRIPTION</b>			<b>CODE NO.</b>	
<b>FUND:</b>		General Fund			100	
<b>DEPARTMENT:</b>		Administrative Services			105	
		<b>PRIOR YEAR'S ACTUAL FY 11/12</b>	<b>AMENDED BUDGET FY 12/13</b>	<b>YEAR END ESTIMATE FY 12/13</b>	<b>PROPOSED BUDGET</b>	
					<b>FY 13/14</b>	<b>FY 14/15</b>
<b>CONTRACTUAL SERVICES</b>						
700.000	PROFESSIONAL SERVICES	18,336	36,850	15,437	19,270	19,270
700.051	GENERAL AUDIT SERVICES	24,140	27,550	33,044	28,044	27,600
700.052	SALES TAX AUDIT	14,378	8,600	13,468	8,600	8,600
700.090	COMPUTER CONSULTING SERVICES	-	-	-	25,000	-
720.055	PROPERTY TAX ADMIN FEE	92,828	75,000	65,000	67,000	70,000
	<b>Sub-total</b>	<b>149,682</b>	<b>148,000</b>	<b>126,949</b>	<b>147,914</b>	<b>125,470</b>
<b>CAPITAL OUTLAY</b>						
910.000	EQUIPMENT & MACHINERY	-	1,000	4,054	1,000	1,000
930.000	FURNITURE	832	2,500	-	-	-
	<b>Sub-total</b>	<b>832</b>	<b>3,500</b>	<b>4,054</b>	<b>1,000</b>	<b>1,000</b>
<b>TOTAL</b>		<b>1,359,485</b>	<b>1,358,338</b>	<b>1,337,681</b>	<b>1,388,782</b>	<b>1,405,930</b>





# CITY OF LAGUNA HILLS

BIENNIAL BUDGET

FY 2013/14 – 2014/15

## DEPARTMENT: INFORMATION TECHNOLOGY

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**DESCRIPTION:**

The Information Technology (IT) division is responsible for the support and management of the City's information services, including software applications and computer hardware, at the Civic Center and the Community Center and Sports Complex.

**MISSION STATEMENT:** Support the operations of the City through the efficient management and administration of the City's information services.

**FUNCTIONAL AREAS:****NETWORK & DESKTOP SUPPORT**

(Data Back-up, Network & Desktop Maintenance, Printers)

**SOFTWARE SUPPORT**

(Department Software Systems, Data Management, Website and Intranet)

**PROJECT MANAGEMENT**

(Oversee IT software and hardware projects)

**BUDGETED STAFFING:**

	Fiscal Years 2011-13	Fiscal Years 2013-15
Full-time	0.25	1.25
Part-time	0.00	0.00
Contract	0.40	0.00
Total	0.65	1.25

**MAJOR PLANS FOR FY 2013/14 – FY 2014/15:**

1. Upgrade the City's phone system infrastructure at the Civic Center and Community Center with new technology.

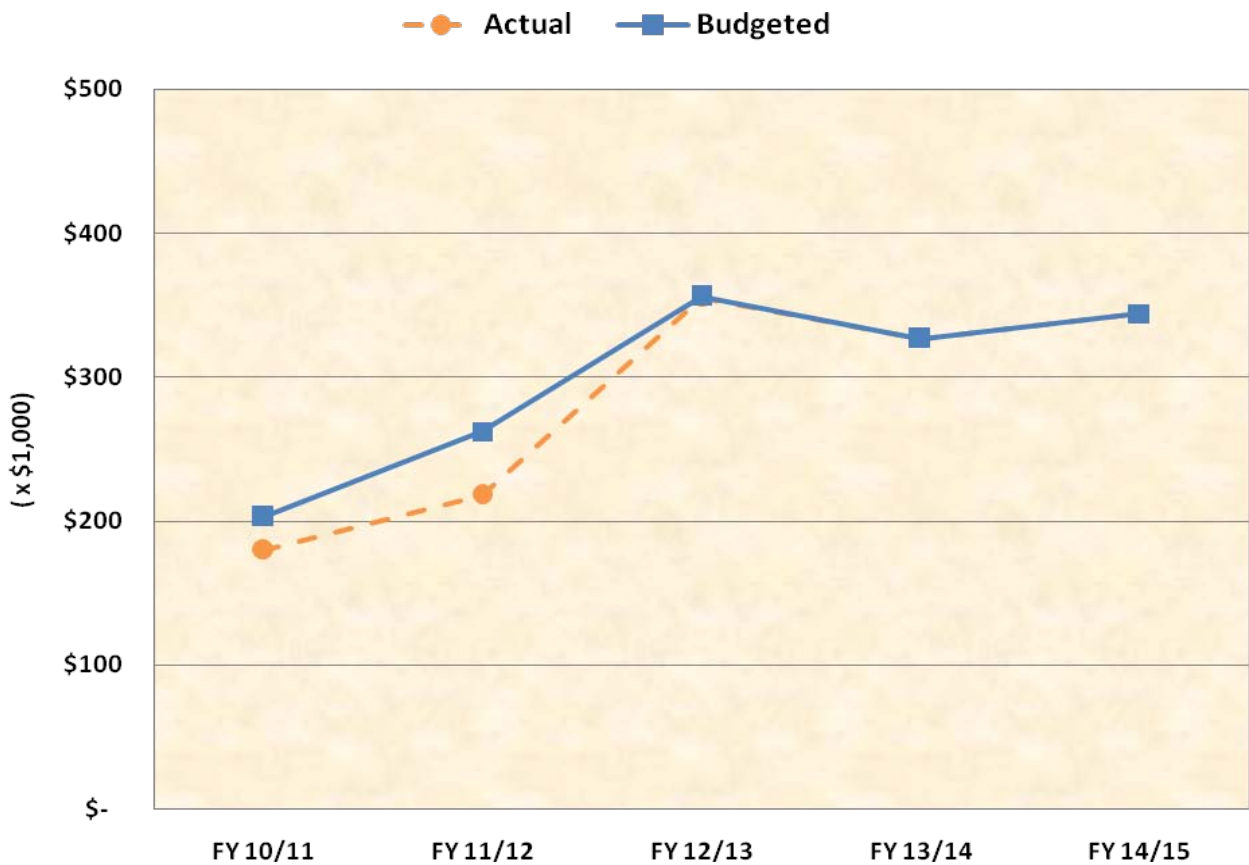


## CITY OF LAGUNA HILLS

BIENNIAL BUDGET - FY 2013/14 – 2014/15

### DEPARTMENT: INFORMATION TECHNOLOGY

#### DEPARTMENT EXPENDITURE GRAPH:



**CITY OF LAGUNA HILLS  
BIENNIAL BUDGET  
FISCAL YEAR 2013/14-2014/15**

		<b>DESCRIPTION</b>			<b>CODE NO.</b>	
<b>FUND:</b>		General Fund			100	
<b>DEPARTMENT:</b>		Information Technology			115	
		<b>PRIOR YEAR'S ACTUAL FY 11/12</b>	<b>AMENDED BUDGET 12/13</b>	<b>YEAR END ESTIMATE FY 12/13</b>	<b>PROPOSED BUDGET</b>	
					<b>FY 13/14</b>	<b>FY 14/15</b>
<b>PERSONNEL</b>						
510.000	SALARIES - FULL TIME	34,117	35,436	34,435	98,931	128,051
512.000	SALARIES - PART-TIME	3,101	-	7,333	-	-
520.000	MEDICARE	529	514	613	1,434	1,857
521.000	RETIREMENT	9,052	21,902	21,406	20,546	25,098
530.000	HEALTH INSURANCE	5,244	5,493	5,870	20,784	26,636
530.200	GROUP LIFE	85	86	87	251	322
540.000	WORKERS COMP & SUI	192	195	159	830	830
542.000	DISABILITY INSURANCE	209	213	210	694	892
<b>Sub-total</b>		<b>52,529</b>	<b>63,839</b>	<b>70,113</b>	<b>143,470</b>	<b>183,686</b>
<b>MAINTENANCE AND OPERATIONS</b>						
610.000	MEMBERSHIPS AND DUES	240	300	240	600	600
611.000	TRAINING AND EDUCATION	-	7,515	5,131	5,600	5,600
621.000	COMPUTER SUPPLIES	4,506	14,900	14,900	13,799	14,388
630.000	TELEPHONE & COMMUNICATION	26,313	28,908	26,760	30,320	30,629
646.000	MAINTENANCE & REPAIR- EQUIP/MACH	4,165	5,165	4,384	6,671	10,641
647.000	MAINTENANCE & REPAIR-COMP EQUIP	-	2,000	300	2,000	2,000
<b>Sub-total</b>		<b>35,224</b>	<b>58,788</b>	<b>51,715</b>	<b>58,990</b>	<b>63,858</b>
<b>CONTRACTUAL SERVICES</b>						
700.090	COMPUTER CONSULTING SERVICES	62,148	73,962	75,787	35,200	8,000
720.050	HARDWARE & SOFTWARE SUPPORT	57,767	65,965	63,858	65,669	67,669
<b>Sub-total</b>		<b>119,915</b>	<b>139,927</b>	<b>139,645</b>	<b>100,869</b>	<b>75,669</b>
<b>CAPITAL OUTLAY</b>						
940.000	COMPUTER HARDWARE & SOFTWARE	9,663	93,620	93,620	23,500	21,000
<b>Sub-total</b>		<b>9,663</b>	<b>93,620</b>	<b>93,620</b>	<b>23,500</b>	<b>21,000</b>
<b>TOTAL</b>		<b>217,331</b>	<b>356,174</b>	<b>355,093</b>	<b>326,829</b>	<b>344,213</b>

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# CITY OF LAGUNA HILLS

BIENNIAL BUDGET

FY 2013/14 – 2014/15

## DEPARTMENT: COMMUNITY DEVELOPMENT

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### DESCRIPTION:

The Community Development Department provides planning, code enforcement, building and safety, and receptionist functions for the City and is organized into two divisions: Planning and Building & Safety.

The Planning division is primarily responsible for ensuring the implementation of the goals and strategies of the General Plan, which serves as a comprehensive strategy for the management of future growth and change within the community. In addition, this division monitors and responds to development in neighboring jurisdictions and ensures planning and environmental compliance with regional authorities and State Law.

The Building and Safety division is responsible for the review of building plans, issuance of permits, public counter services, continuous progress inspections, complaint investigations, code compliance, and City reception duties.

**MISSION STATEMENT:** Provide effective guidance and coordination for all land planning and development activities throughout the City and implement the regulations and policies of the City in a manner that will ensure a safe and healthy environment that promotes a high quality of life.

The Department is committed to fulfilling this mission by providing the highest level of professional service to the City Council and general public; by working to improve cooperative relationships with other City departments and public agencies; by fairly and consistently implementing City policies and regulations in the processing of development proposals; and by creating innovative, efficient solutions to community issues.

### FUNCTIONAL AREAS:

#### GENERAL PLANNING SERVICES

(Counter Services, Response to Inquiries, Public and Technical Information, Zoning Enforcement, Environmental Review, and Special Projects)

#### REGIONAL PLANNING AND MONITORING SERVICES

(Regional Plan Compliance Review, Air Quality Management District Monitoring, Southern California Association of Governments Plan Monitoring, and Adjacent Jurisdiction Development Proposal Monitoring)



## **CITY OF LAGUNA HILLS**

BIENNIAL BUDGET - FY 2013/14 - 2014/15

### **DEPARTMENT: COMMUNITY DEVELOPMENT**

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#### **CASE PROCESSING SERVICES**

(Zone Change Requests, Conditional Use Permits, Variances, Site Development Permits, Subdivisions, General Plan Amendments, and CEQA Compliance)

#### **COUNTER SERVICES**

(Permit Issuance, Plan Check Log, Plan Examination, Permit Estimation, Fire Prevention Submittals, Fire Maintenance, and Response to Inquiries)

#### **INSPECTION SERVICES**

(Code Compliance, Enforcing Codified Housing Standards, Model Building Code Inspections, and Title 24)

#### **PLAN CHECK SERVICES**

(Model Building, Mechanical, Plumbing, Fire and Electrical Codes, Title 24, Energy Code, Grading Code, and Zoning Code)

#### **BUDGETED STAFFING:**

	<b>Fiscal Years 2011-13</b>	<b>Fiscal Years 2013-15</b>
Full-time	7.00	7.00
Part-time	1.15	0.85
Contract	0.00	0.00
Total	8.15	7.85

#### **MAJOR PLANS FOR FY 2013/14 - FY 2014/15:**

1. Evaluate the Community Development Department's zoning and building permit processes and regulations to identify and recommend changes to the City Council to streamline development review requirements, and provide information that enhances and promotes the City's "business friendly" environment.
2. Continue work efforts that facilitate the redevelopment of the Laguna Hills Mall through site plan reviews and evaluation of environmental studies as needed.
3. Evaluate the use of Administrative Citations as a way of expediting the City's Code Enforcement process and potentially reducing costs in pursuing code enforcement abatement through City Attorney's office.



## **CITY OF LAGUNA HILLS**

BIENNIAL BUDGET - FY 2013/14 - 2014/15

### **DEPARTMENT: COMMUNITY DEVELOPMENT**

4. Provide adequate plan check and inspection services for approved major projects such as the redevelopment of the Village at Nellie Gail Ranch (FY 13-14) and Oakbrook Village (FY 14-15) while also supporting routine plan check and inspection services.
5. Implement the City's CDBG contract with the Aliso Meadows Condominium Association as required, using consultant services to fund grant administration duties.

### **WORK PROGRAMS FOR FY 2013/14 - FY 2014/15:**

1. Support the Economic Development goals of the City Manager (as required) including:
  - Redevelopment of the Phillips Mazda Site
  - Establishment of a *Hospitality Overlay Zone* for properties along Interstate 5 near Lake Forest Drive
  - ICSC/Shopping Center Outreach Programs
  - Redevelopment of the Aliso Meadows Site
2. Grading Development Standards Review - In conjunction with the Public Services Department, evaluate the City's hillside design standards to establish a best design practices approach for pad and slope alterations.
3. Monitor/support OCTA District 5 Master Bike Planning activities to ensure regional bike route planning efforts adequately address the needs of residents.
4. Complete the 2014-2021 Housing Element - Complete the City's in-house process to update the State-mandated housing element by October 2013.

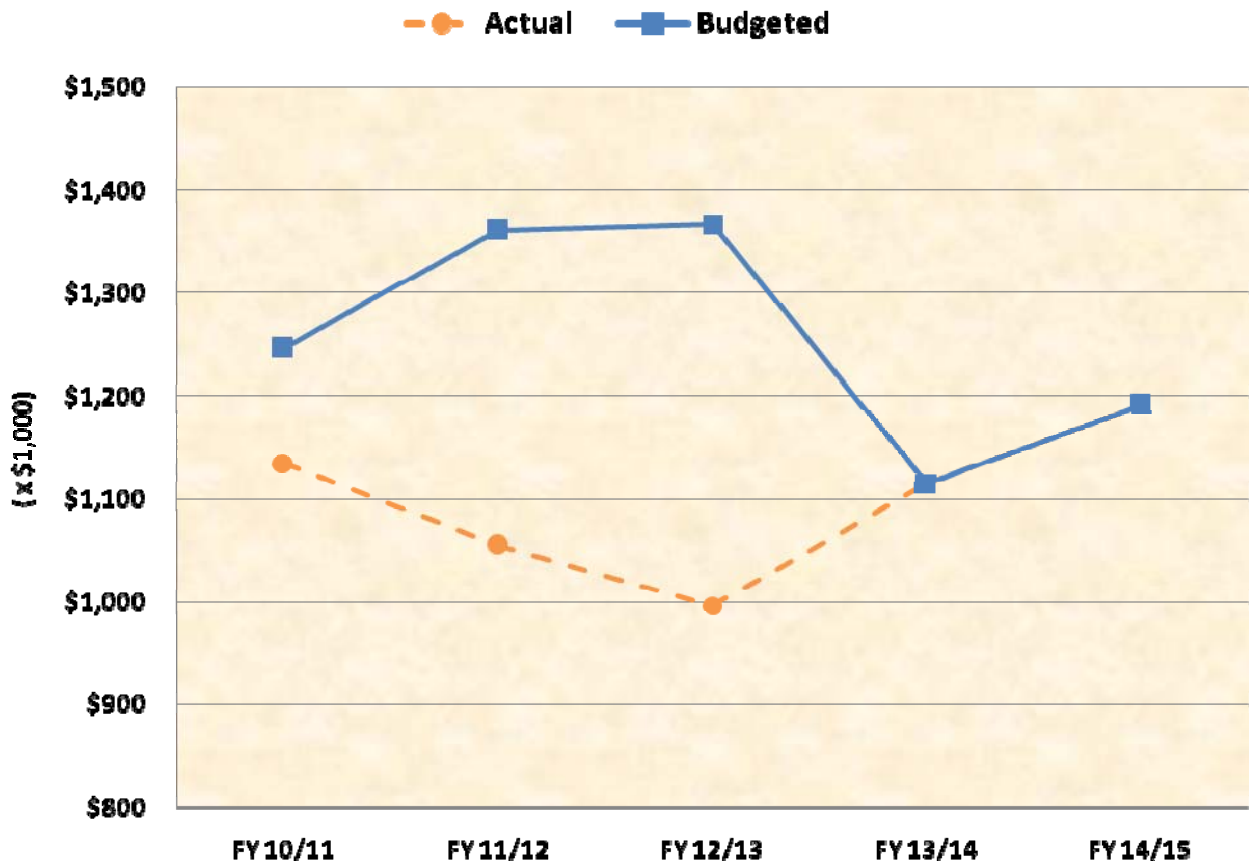


## CITY OF LAGUNA HILLS

BIENNIAL BUDGET - FY 2013/14 - 2014/15

DEPARTMENT: COMMUNITY DEVELOPMENT

### DEPARTMENT EXPENDITURE GRAPH:





**CITY OF LAGUNA HILLS  
BIENNIAL BUDGET  
FISCAL YEAR 2013/14-2014/15**

		<b>DESCRIPTION</b>			<b>CODE NO.</b>	
<b>FUND:</b>		General Fund			100	
<b>DEPARTMENT:</b>		Community Development			220/230	
		<b>PRIOR YEAR'S ACTUAL FY 11/12</b>	<b>AMENDED BUDGET FY 12/13</b>	<b>YEAR END ESTIMATE FY 12/13</b>	<b>PROPOSED BUDGET</b>	
					<b>FY 13/14</b>	<b>FY 14/15</b>
<b>PERSONNEL</b>						
510.000	SALARIES - FULL TIME	507,647	527,899	499,158	542,965	582,577
512.000	SALARIES - PART-TIME	111,224	110,042	94,137	75,909	78,425
518.000	AUTO ALLOWANCE	12,000	13,200	12,000	12,000	12,000
520.000	MEDICARE	9,137	9,442	8,769	9,148	9,759
521.000	RETIREMENT	156,409	151,289	129,376	137,869	143,459
530.000	HEALTH INSURANCE	104,872	116,869	108,551	104,232	107,245
530.200	GROUP LIFE	1,241	1,306	1,207	1,371	1,474
540.000	WORKERS COMP & SUI	12,180	7,819	10,143	5,973	5,974
542.000	DISABILITY INSURANCE	3,477	3,514	3,476	3,811	4,037
<b>Sub-total</b>		<b>918,187</b>	<b>941,380</b>	<b>866,817</b>	<b>893,278</b>	<b>944,950</b>
<b>MAINTENANCE AND OPERATIONS</b>						
610.000	MEMBERSHIPS AND DUES	1,200	2,100	1,770	2,600	2,600
611.000	TRAINING AND EDUCATION	6,142	5,300	3,470	6,500	6,500
613.000	MILEAGE REIMBURSEMENT	599	450	350	450	450
613.100	VEHICLE - FUEL	860	2,600	250	1,000	1,000
621.000	COMPUTER SUPPLIES	972	-	-	-	-
622.000	OPERATING SUPPLIES	988	500	500	1,500	1,500
623.000	PRINTING	1,916	2,450	1,500	1,500	1,500
626.000	SUBSCRIPTIONS & BOOKS	1,019	400	700	4,000	4,000
646.100	MAINTENANCE & REPAIR- VEHICLE	73	400	-	1,000	1,000
662.000	BANK & MERCHANT SERVICE FEES	1,061	1,000	790	1,000	1,000
<b>Sub-total</b>		<b>14,830</b>	<b>15,200</b>	<b>9,330</b>	<b>19,550</b>	<b>19,550</b>
<b>CONTRACTUAL SERVICES</b>						
700.000	PROFESSIONAL SERVICES	118,402	300,000	90,000	165,000	190,000
700.200	GENERAL PLANNING SVCS.	490	10,000	-	35,000	35,000
700.210	FEE-BASED PLANNING SVCS.	3,287	100,000	30,000	-	-
720.050	HARDWARE & SOFTWARE SUPPORT	-	-	-	2,000	2,000
<b>Sub-total</b>		<b>122,179</b>	<b>410,000</b>	<b>120,000</b>	<b>202,000</b>	<b>227,000</b>
<b>TOTAL</b>		<b>1,055,196</b>	<b>1,366,580</b>	<b>996,147</b>	<b>1,114,828</b>	<b>1,191,500</b>

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# CITY OF LAGUNA HILLS

BIENNIAL BUDGET

FY 2013/14 – 2014/15

## DEPARTMENT: PUBLIC SERVICES

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### DESCRIPTION:

The Public Services Department is composed of three divisions: Engineering, Public Works, and Parks.

The Engineering division provides management of the public right-of-way, traffic engineering, civil engineering, water quality administration and capital improvement administration. This division provides staff support to the City's Traffic Commission, responds to resident concerns regarding traffic safety, monitors regional transportation impacts to the community, interfaces with adjacent communities, and monitors local traffic conditions.

The Public Works division provides maintenance services for all infrastructure in the public right-of-way. All maintenance services, with the exception of administration and maintenance inspection, are provided on a contract basis. The Public Works maintenance function includes work on the street system, storm drain system, bicycle trails, and traffic signals throughout the City. The division responds to resident calls regarding maintenance issues, provides weekly inspection of the local street system, and prepares and oversees the implementation of scheduled maintenance work.

The Parks division performs maintenance inspection and administration of contracts for maintenance of the City's 48 acres of local parks, 26 acres of sports parks, 152 acres of open space and slopes, 15 acres of medians and parkways; graffiti removal; lighting maintenance; restroom maintenance; and a variety of repair services.

**MISSION STATEMENT:** Protect and preserve the public's use and ownership of public property and rights-of-way throughout the City.

Provide scheduled and preventive infrastructure maintenance services within public rights-of-way for the benefit of the community.

Provide, create, and maintain a high quality park, trails and public landscape system that encourages the public's use of park facilities and open space areas, and adds to the overall aesthetic appearance of the City.



## **CITY OF LAGUNA HILLS**

BIENNIAL BUDGET - FY 2013/14 – 2014/15

**DEPARTMENT: PUBLIC SERVICES**

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### **FUNCTIONAL AREAS:**

#### **STREET SYSTEM**

(Life-Cycle management of the 95 mile street system)

#### **TRAFFIC CONTROL SYSTEM**

(Monitoring of signalized intersections; and maintenance of 6,200 signs and 4,000 pavement markings)

#### **FLOOD CONTROL/WATER QUALITY**

(Maintenance of drainage facilities and administration of water quality issues)

#### **MANAGEMENT OF THE PUBLIC RIGHT-OF-WAY**

(Encroachment Permits, Plan Checks, and Inspections)

#### **TRAFFIC ENGINEERING AND TRAFFIC COMMISSION SUPPORT SERVICES**

(Support of the Traffic Commission, Traffic Safety Evaluation, and Management of Traffic Control Devices)

#### **CAPITAL IMPROVEMENT ADMINISTRATION**

(Planning and Budgeting, Design, Construction Management, Inspections, and Grant Applications)

#### **LANDSCAPE MAINTENANCE**

(Parks, Parkways, Slopes, Medians, and Trees)

#### **OPEN SPACE MAINTENANCE**

(Undeveloped Areas and Trails)

#### **URBAN FORESTRY**

(Tree Inventory and Maintenance)

### **BUDGETED STAFFING:**

	<b>Fiscal Years 2011-13</b>	<b>Fiscal Years 2013-15</b>
Full-time	5.00	5.00
Part-time	0.00	0.00
Contract	39.00	39.00
Total	44.00	44.00



## **CITY OF LAGUNA HILLS**

BIENNIAL BUDGET - FY 2013/14 – 2014/15

**DEPARTMENT: PUBLIC SERVICES**

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### **MAJOR PLANS FOR FY 2013/14 – FY 2014/15:**

1. Evaluate alternative service delivery for Public Works maintenance and for Traffic Signal Maintenance to consider utilization of private contractors in place of the County of Orange for these functions.
2. Evaluate the return of Holiday Banners during the winter “Season’s Greetings” holiday period and the spring “Patriotic” holiday period.
3. Evaluate the City wide speed limits in accordance with the California Manual of Uniform Traffic Control Devices and California Vehicle Code.
4. Establish new five-year Professional Services Agreements for Civil Engineering support services and for Landscape Architecture support services.
5. Exercise the Irrevocable Offer of Dedication for Sheep Hills Park.
6. Install shade structures at the Little League field bleacher areas at Cabot Park.
7. Modify the lower Cabot Park Little League field to allow for a new Little League 50/70 Intermediate Division play for 11 to 13 year olds.
8. Install "LH" letters on the hill behind the Ralph's Shopping Center across from the Laguna Hills Community Center so that the letters are visible to everyone sitting at the Laguna Hills High School stadium.
9. Improve the storage area at the Community Center's Little League field for AYSO/LHLL joint use, and provide a portable storage bin at upper Cabot Park field for AYSO/LHLL joint use.

### **WORK PROGRAMS FOR FY 2013/14 – FY 2014/15:**

1. Update the Traffic Signal Master Plan.
2. Expand the use of Geographic Information System to add layers of data for work efficiency.
3. Seek grant funds for a “Safe Routes to School” program around Valencia Elementary School.
4. Seek grant funds through Measure M-2 for street improvements.

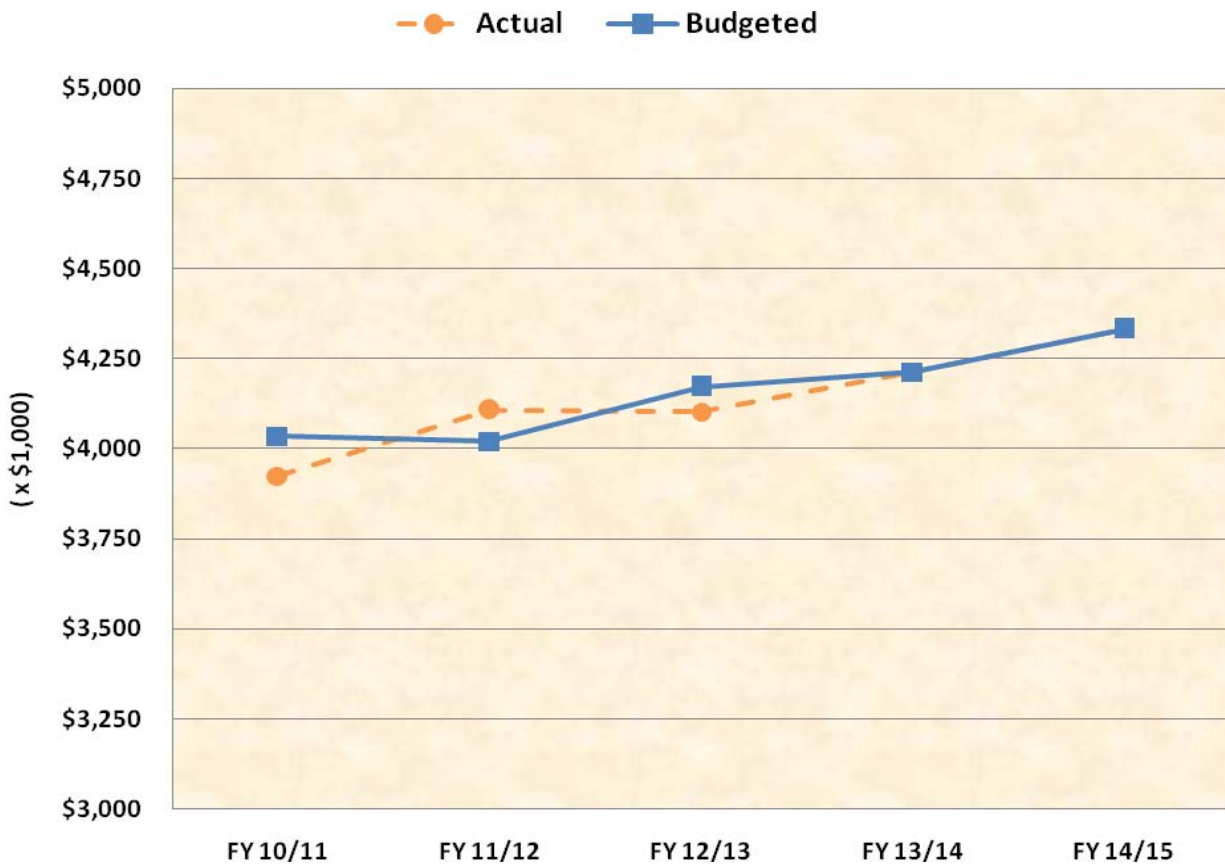


## CITY OF LAGUNA HILLS

BIENNIAL BUDGET - FY 2013/14 – 2014/15

DEPARTMENT: PUBLIC SERVICES

### DEPARTMENT EXPENDITURE GRAPH:



**CITY OF LAGUNA HILLS**  
**BIENNIAL BUDGET**  
**FISCAL YEAR 2013/14-2014/15**

		<b>DESCRIPTION</b>			<b>CODE NO.</b>	
<b>FUND:</b>		General Fund			100	
<b>DEPARTMENT:</b>		Public Services			210/250/320	
		<b>PRIOR YEAR'S ACTUAL FY 11/12</b>	<b>AMENDED BUDGET FY 12/13</b>	<b>YEAR END ESTIMATE FY 12/13</b>	<b>PROPOSED BUDGET</b>	
					<b>FY 13/14</b>	<b>FY 14/15</b>
<b>PERSONNEL</b>						
510.000	SALARIES - FULL TIME	516,199	524,102	526,018	544,097	565,862
518.000	AUTO ALLOWANCE	7,800	7,800	7,800	7,800	7,800
520.000	MEDICARE	7,414	7,712	7,742	8,003	8,319
521.000	RETIREMENT	140,282	147,061	144,943	133,685	166,778
530.000	HEALTH INSURANCE	73,487	79,427	83,057	80,646	82,977
530.200	GROUP LIFE	1,285	1,319	1,308	1,369	1,427
540.000	WORKERS COMP & SUI	3,839	3,909	3,179	3,319	3,319
542.000	DISABILITY INSURANCE	3,465	3,477	3,505	3,602	3,690
<b>Sub-total</b>		<b>753,771</b>	<b>774,807</b>	<b>777,552</b>	<b>782,521</b>	<b>840,172</b>
<b>MAINTENANCE AND OPERATIONS</b>						
610.000	MEMBERSHIPS AND DUES	1,793	1,900	2,000	2,150	2,200
611.000	TRAINING AND EDUCATION	7,559	6,100	5,700	6,300	6,100
613.000	MILEAGE REIMBURSEMENT	342	400	400	400	400
613.100	VEHICLE - FUEL	10,624	9,200	10,500	10,000	10,500
622.000	OPERATING SUPPLIES	9,940	11,000	11,000	11,000	12,000
623.000	PRINTING	2,476	500	500	500	500
626.000	SUBSCRIPTIONS & BOOKS	384	250	150	150	150
630.000	TELEPHONE & COMMUNICATION	2,672	4,000	2,600	2,600	2,600
631.000	UTILITIES - ELECTRIC	100,152	110,000	95,000	100,000	103,000
631.400	ELECTRIC - ST. LIGHTS/SIGNALS	387,084	400,000	375,000	386,250	397,838
635.000	UTILITIES - WATER	366,385	290,000	350,000	360,000	360,000
640.000	RENT/LEASE - FACILITY	3,588	4,100	3,600	3,700	3,800
646.100	MAINTENANCE & REPAIR- VEHICLE	3,395	2,300	2,300	2,000	2,100
<b>Sub-total</b>		<b>896,394</b>	<b>839,750</b>	<b>858,750</b>	<b>885,050</b>	<b>901,188</b>
<b>CONTRACTUAL SERVICES</b>						
700.000	PROFESSIONAL SERVICES	13,299	15,000	10,000	15,000	15,000
700.090	COMPUTER CONSULTING SERVICES	20,000	10,000	10,000	40,000	40,000
700.100	CITY ENGINEER	51,848	63,000	45,000	45,000	50,000
700.101	TRAFFIC ENGINEER	68,389	75,000	75,000	75,000	80,000
700.250	ON-CALL ENGINEER	279	7,500	-	5,000	5,000
700.255	IMPROVEMENT INSPECTION	69,587	55,000	60,000	60,000	60,000
720.400	COUNTY EMA - STREET MAINTENANCE	550,387	650,000	625,000	650,000	650,000
720.410	STREET SWEEPING	119,914	130,000	135,000	129,000	132,000
720.420	TRAFFIC SIGNAL MAINTENANCE	179,979	125,000	150,000	150,000	150,000
720.500	GRAFFITI REMOVAL	22,634	26,000	20,000	25,000	25,000
720.700	LANDSCAPE MAINTENANCE	1,166,070	1,145,000	1,139,000	1,165,000	1,190,000
720.701	PARKS CONTRACT REPAIR	107,359	135,000	79,500	90,000	95,000

**CITY OF LAGUNA HILLS  
BIENNIAL BUDGET  
FISCAL YEAR 2013/14-2014/15**

		<b>DESCRIPTION</b>			<b>CODE NO.</b>	
<b>FUND:</b>		General Fund			100	
<b>DEPARTMENT:</b>		Public Services			210/250/320	
		<b>PRIOR YEAR'S ACTUAL FY 11/12</b>	<b>AMENDED BUDGET FY 12/13</b>	<b>YEAR END ESTIMATE FY 12/13</b>	<b>PROPOSED BUDGET</b>	
					<b>FY 13/14</b>	<b>FY 14/15</b>
720.730	ANNUAL WEED ABATEMENT PRORAM	45,924	40,000	40,000	40,000	40,000
721.505	JANITORIAL SERVICES	41,380	45,000	42,000	43,000	45,000
<b>Sub-total</b>		<b>2,457,049</b>	<b>2,521,500</b>	<b>2,430,500</b>	<b>2,532,000</b>	<b>2,577,000</b>
<b>CAPITAL OUTLAY</b>						
900.000	VEHICLES	-	25,000	25,000	-	-
910.000	EQUIPMENT & MACHINERY	-	10,000	10,000	14,000	13,000
<b>Sub-total</b>		<b>-</b>	<b>35,000</b>	<b>35,000</b>	<b>14,000</b>	<b>13,000</b>
<b>TOTAL</b>		<b>4,107,214</b>	<b>4,171,057</b>	<b>4,101,802</b>	<b>4,213,571</b>	<b>4,331,360</b>





# CITY OF LAGUNA HILLS

BIENNIAL BUDGET

FY 2013/14 – 2014/15

## DEPARTMENT: COMMUNITY SERVICES

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### DESCRIPTION:

Community Services programs are a valuable service that the City provides to enhance the quality of life for its citizens. Laguna Hills strives to offer superior recreation programs for all ages. The Community Services Department provides recreation classes, special events, excursions, camps, athletic programs, and disability services in response to the demands of the community. The Community Services Department is also responsible for administering the City's franchise agreement for solid waste services.

**MISSION STATEMENT:** Provide quality recreation programming that promotes a healthy lifestyle, self-esteem, family life, and community spirit.

### FUNCTIONAL AREAS:

#### **SPECIAL EVENTS**

(Fourth of July, Holiday Hay Ride, Marathon/5K event, and Seasonal Celebrations)

#### **EARLY CHILDHOOD AND CHILDREN'S PROGRAMS**

(Pre-school, Sports and Athletics, Cooking, Music, Art and Science Classes, Theatre and Camp Programs)

#### **TEEN PROGRAMS**

(Personal Development and Fitness Classes, Special Events, and Volunteer Opportunities)

#### **ADULT PROGRAMS**

(Sports Leagues, Physical Fitness, and Personal Development Classes)

#### **DISABILITY SERVICES**

(Circle of Friends Program, Dances, Classes, Special Events, and Newsletter)

#### **HISTORICAL INFORMATION**

(City Monument Site, Fossil Display, Classes, Special Events, Web Site, and Walking Tour)

#### **SOLID WASTE FRANCHISE ADMINISTRATION**

(Solid Waste, Recycling Programs)



## **CITY OF LAGUNA HILLS**

BIENNIAL BUDGET - FY 2013/14 – 2014/15

### **DEPARTMENT: COMMUNITY SERVICES**

#### **BUDGETED STAFFING:**

	<b>Fiscal Years 2011-13</b>	<b>Fiscal Years 2013-15</b>
Full-time	5.75	5.75
Part-time	10.00	10.00
Contract	0.00	0.00
Total	15.75	15.75

#### **MAJOR PLANS FOR FY 2013/14 – FY 2014/15:**

1. Determine the recycling requirements and the terms and conditions of the next Solid Waste and Recycling services agreement term which will begin July 2016, and conduct a procurement process for the next Solid Waste and Recycling services agreement term.
2. Enforce park use rules at the Skate Park with the establishment of a new skate park use section in the City's municipal code, and install a fence around the Skate Park facility to regulate use if necessary.

#### **WORK PROGRAMS FOR FY 2013/14 – FY 2014/15:**

1. Leverage Facebook to promote the City's special events and recreation activity. Examine and possibly implement the use of paid advertisements to reduce costs of producing the City's recreation brochure and consider the use of paid advertisements through Facebook to offset some of the costs to provide recreation programming.
2. Host and promote multiple Community-wide events.
3. Increase community awareness and availability of senior programs.
4. Continue to work with the Laguna Hills High School through existing joint use agreements and partnership to secure fields for youth sport activities and to mutual benefit the recreation facility needs of both parties.
5. Expand recreational activity services (i.e. "Lunch-time Activities") to local elementary schools to promote the importance of physical activity and our "Get Fit Campaign."

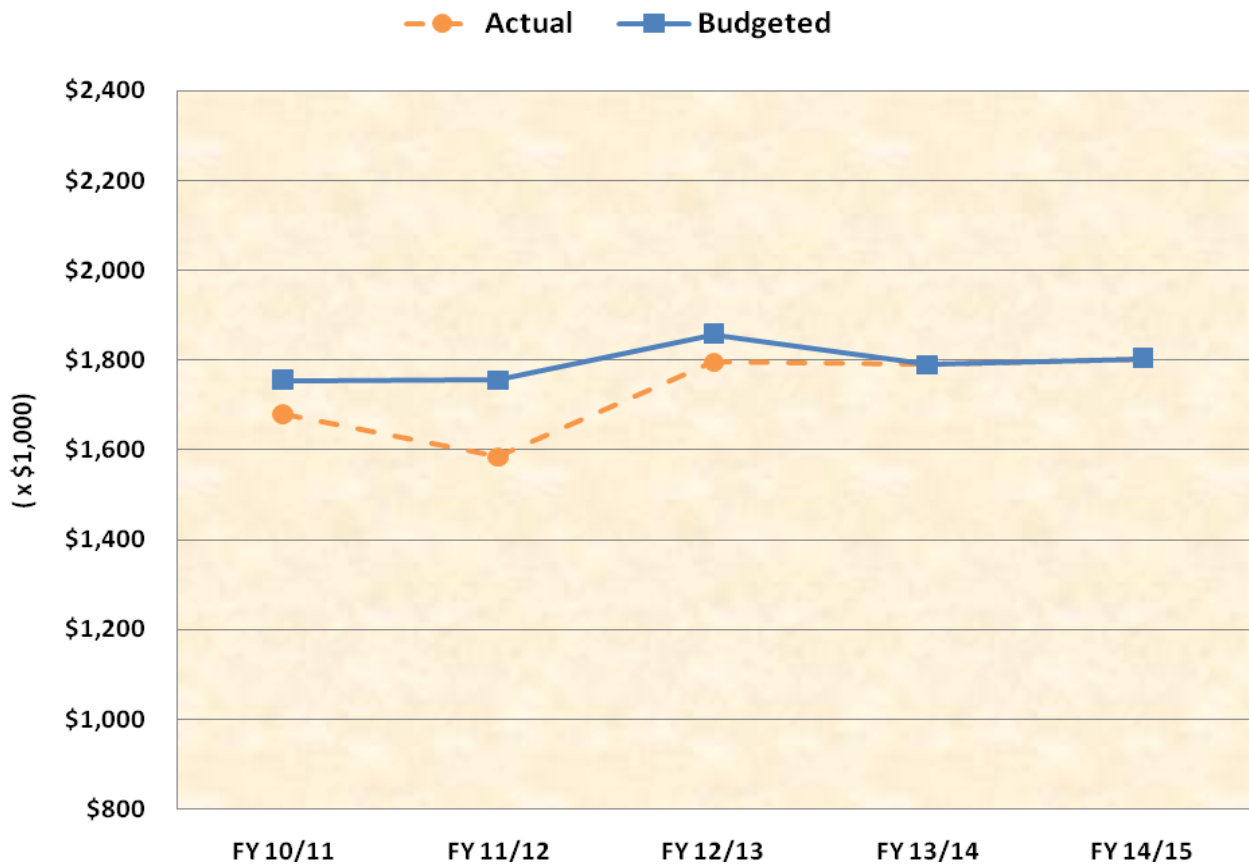


## CITY OF LAGUNA HILLS

BIENNIAL BUDGET - FY 2013/14 – 2014/15

### DEPARTMENT: COMMUNITY SERVICES

#### DEPARTMENT EXPENDITURE GRAPH:



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**CITY OF LAGUNA HILLS  
BIENNIAL BUDGET  
FISCAL YEAR 2013/14-2014/15**

		<b>DESCRIPTION</b>			<b>CODE NO.</b>	
<b>FUND:</b>		General Fund			100	
<b>DEPARTMENT:</b>		Community Services			310	
		<b>PRIOR YEAR'S ACTUAL FY 11/12</b>	<b>AMENDED BUDGET FY 12/13</b>	<b>YEAR END ESTIMATE FY 12/13</b>	<b>PROPOSED BUDGET</b>	
					<b>FY 13/14</b>	<b>FY 14/15</b>
<b>PERSONNEL</b>						
510.000	SALARIES - FULL TIME	400,678	419,878	427,455	450,724	473,933
512.000	SALARIES - PART-TIME	282,513	314,133	283,686	290,318	296,800
520.000	MEDICARE	9,952	11,208	15,468	10,745	11,175
521.000	RETIREMENT	115,743	178,044	154,404	118,576	123,093
530.000	HEALTH INSURANCE	72,478	88,987	90,321	88,942	91,496
530.200	GROUP LIFE	964	1,125	1,072	1,138	1,198
540.000	WORKERS COMP & SUI	32,452	15,833	15,334	15,098	15,099
542.000	DISABILITY INSURANCE	2,646	3,187	2,959	3,116	3,255
	<b>Sub-total</b>	<b>917,426</b>	<b>1,032,395</b>	<b>990,699</b>	<b>978,657</b>	<b>1,016,049</b>
<b>MAINTENANCE AND OPERATIONS</b>						
610.000	MEMBERSHIPS AND DUES	913	1,505	1,135	1,170	1,215
611.000	TRAINING AND EDUCATION	2,431	4,500	7,243	6,500	6,500
611.500	CERTIFICATION FEES	491	480	482	482	482
613.000	MILEAGE REIMBURSEMENT	578	1,400	525	850	850
613.100	VEHICLE - FUEL	3,379	3,550	3,489	3,550	3,550
620.500	OFFICE SUPPLIES - COMM CENTER	7,080	7,500	7,156	7,500	7,500
621.500	COMPUTER SUPPLIES - COMM CENTER	1,648	-	-	-	-
622.005	OPERATING SUPPLIES - COMM CENTER	1,580	1,800	1,791	1,800	1,800
622.100	OPER. SUPPLIES - UNIFORMS	1,028	2,500	2,849	2,500	2,500
622.500	SUPPLIES - PROG. SERVICES	6,049	12,000	12,000	8,000	8,000
622.501	SUPPLIES - YOUTH LEAGUES	4,304	6,800	5,854	5,800	5,800
622.502	SUPPLIES - ADULT LEAGUES	9,974	15,000	11,010	12,500	12,500
623.500	PRINTING - PROG. SERVICES	672	2,500	2,014	1,500	1,500
624.500	ADVERTISING - PROG. SVCS.	2,512	3,000	2,618	5,500	5,500
626.000	SUBSCRIPTIONS & BOOKS	525	500	575	600	600
630.100	T & C - COMM. CNTR.	10,165	6,700	6,350	5,700	3,900
631.100	UTILITIES - ELECTRIC - COMM CNTR	66,065	67,200	67,199	69,215	71,290
632.500	UTILITIES - GAS - COMM CNTR	1,970	2,500	1,977	2,500	2,675
635.100	UTILITIES - WATER	14,187	13,000	12,987	13,390	13,790
641.000	RENT/LEASE - EQUIPMENT	12,882	11,000	10,787	11,100	11,100
641.100	RENT/LEASE - VEHICLE	3,035	3,000	783	2,000	2,000
645.500	MAINTENANCE & REPAIR-COMM CNTR	52,402	58,000	70,000	60,000	62,500
646.500	MAINTENANCE & REPAIR- EQPT/M-CC	854	2,000	9,415	2,000	2,000
646.100	MAINTENANCE & REPAIR- VEHICLE	2,564	7,000	3,841	5,000	5,000
662.000	BANK & MERCHANT SERVICE FEES	18,983	21,000	22,762	24,013	25,335
690.500	INSURANCE - PROGRAM SVCS	864	1,000	900	1,000	1,000
695.500	HOLIDAY EVENTS	18,884	15,700	15,318	15,700	15,700

**CITY OF LAGUNA HILLS  
BIENNIAL BUDGET  
FISCAL YEAR 2013/14-2014/15**

		<b>DESCRIPTION</b>			<b>CODE NO.</b>	
<b>FUND:</b>		General Fund			100	
<b>DEPARTMENT:</b>		Community Services			310	
		<b>PRIOR YEAR'S ACTUAL FY 11/12</b>	<b>AMENDED BUDGET FY 12/13</b>	<b>YEAR END ESTIMATE FY 12/13</b>	<b>PROPOSED BUDGET</b>	
					<b>FY 13/14</b>	<b>FY 14/15</b>
695.501	DAY CAMPS	14,939	16,500	17,208	16,900	16,900
695.502	M & O - DISABILITY SERVICES	3,514	5,650	4,250	4,500	4,500
695.504	M & O - HISTORICAL PROG.	168	1,000	100	500	500
695.505	M & O - EXCURSIONS	4,392	5,300	1,400	4,000	4,000
695.506	TEEN PROGRAMS	12,840	9,750	14,657	14,600	14,600
695.507	MARATHON 5K	141,451	145,000	145,000	145,000	145,000
695.508	JULY FOURTH CELEBRATION	45,826	53,750	44,524	53,500	53,500
<b>Sub-total</b>		<b>469,149</b>	<b>508,085</b>	<b>508,199</b>	<b>508,870</b>	<b>513,587</b>
<b>CONTRACTUAL SERVICES</b>						
700.000	PROFESSIONAL SERVICES	28,556	42,000	45,195	44,000	44,000
700.090	COMPUTER CONSULTING SERVICES	-	1,000	300	500	500
721.500	CONTRACT - PROGRAM SERVICES	99,602	133,000	126,000	133,000	133,000
721.505	JANITORIAL SERVICES	70,067	86,250	86,944	86,944	86,944
<b>Sub-total</b>		<b>198,225</b>	<b>262,250</b>	<b>258,439</b>	<b>264,444</b>	<b>264,444</b>
<b>CAPITAL OUTLAY</b>						
900.000	VEHICLES	-	11,250	-	29,500	-
910.500	EQUIPMENT & MACHINERY	-	1,500	-	1,500	1,500
930.500	FURNITURE	-	41,000	38,224	7,000	7,000
<b>Sub-total</b>		<b>-</b>	<b>53,750</b>	<b>38,224</b>	<b>38,000</b>	<b>8,500</b>
<b>TOTAL</b>		<b>1,584,800</b>	<b>1,856,480</b>	<b>1,795,561</b>	<b>1,789,971</b>	<b>1,802,580</b>



# CITY OF LAGUNA HILLS

BIENNIAL BUDGET

FY 2013/14 – 2014/15

## DEPARTMENT: PUBLIC SAFETY

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### DESCRIPTION:

The Public Safety Department includes Police Services, Animal Control, and Emergency Management functions. The Police Services division accounts for the law enforcement contract with the Orange County Sheriff's Department and provides a full-time equivalent police department. Their responsibilities include: protection of citizens, enforcement of laws, and crime prevention education.

Animal Control Services are provided under contract with the County of Orange. The purpose of this division is to provide pet care, pet recovery, and pet education/training for residents.

The Emergency Management function is responsible for preparing and maintaining an emergency operations plan. This division is also responsible for maintaining the readiness of City staff and promoting a better citywide understanding of emergency preparedness.

**MISSION STATEMENT:** Our mission is to provide responsive, professional, and caring law enforcement services to all people in the City of Laguna Hills.

### FUNCTIONAL AREAS:

#### GENERAL LAW ENFORCEMENT

(Respond to Calls for Service, Preventive Patrol, Follow-up General and Specialized Investigation, Apprehension of Criminal Offenders, and Directed Enforcement Team)

#### TRAFFIC SAFETY

(Traffic Enforcement, Traffic Safety, DUI Suppression, and Collision Investigation)

#### PARKING SERVICES

(Parking Enforcement, Citation Processing, Citation Adjudication, and Abandoned Vehicle Abatement)

#### YOUTH SERVICES

(Drug Education, Teen Safety Programs, Bicycle and Pedestrian Safety Programs)

#### SPECIAL SERVICES

(Airborne Law Enforcement, Gang Suppression, Mounted Patrol, and Reserve Bureau)



## **CITY OF LAGUNA HILLS**

BIENNIAL BUDGET - FY 2013/14 – 2014/15

### **DEPARTMENT: PUBLIC SAFETY**

#### **ANIMAL SERVICES**

(Pet Adoption and Related Owner Services, Animal Care, Pet Recovery, Response to Calls for Service, Animal Population Control, Disease Prevention, Mobile Pet Adoption Services, and Local Vaccination Clinics)

#### **EMERGENCY MANAGEMENT SERVICES**

(Planning, Training, Response, Recovery, and Mutual Aid Assistance)

#### **BUDGETED STAFFING:**

	<b>Fiscal Years 2011-13</b>	<b>Fiscal Years 2013-15</b>
Full-time	0.00	0.00
Part-time	0.00	0.00
Contract	29.20	28.89
Total	29.20	28.89

#### **MAJOR PLANS FOR FY 2013/14 – FY 2014/15:**

1. Review current Police Services contract, including recommendations regarding any possible modifications or reallocation of resources. Include a study of the possible elimination or reallocation of motor positions and the impact on traffic safety.

#### **WORK PROGRAMS FOR FY 2013/14 – FY 2014/15:**

1. Provide monthly statistical report with current crime activity with the City.
2. Present on Citizens Emergency Preparedness Academy (CEPA) per year.
3. Coordinate a “National Night Out” event that educates citizens on public safety resources available with the City.
4. Participate in “National Take-Back Day” where City residents are encouraged to bring unused prescription drugs for proper disposal.



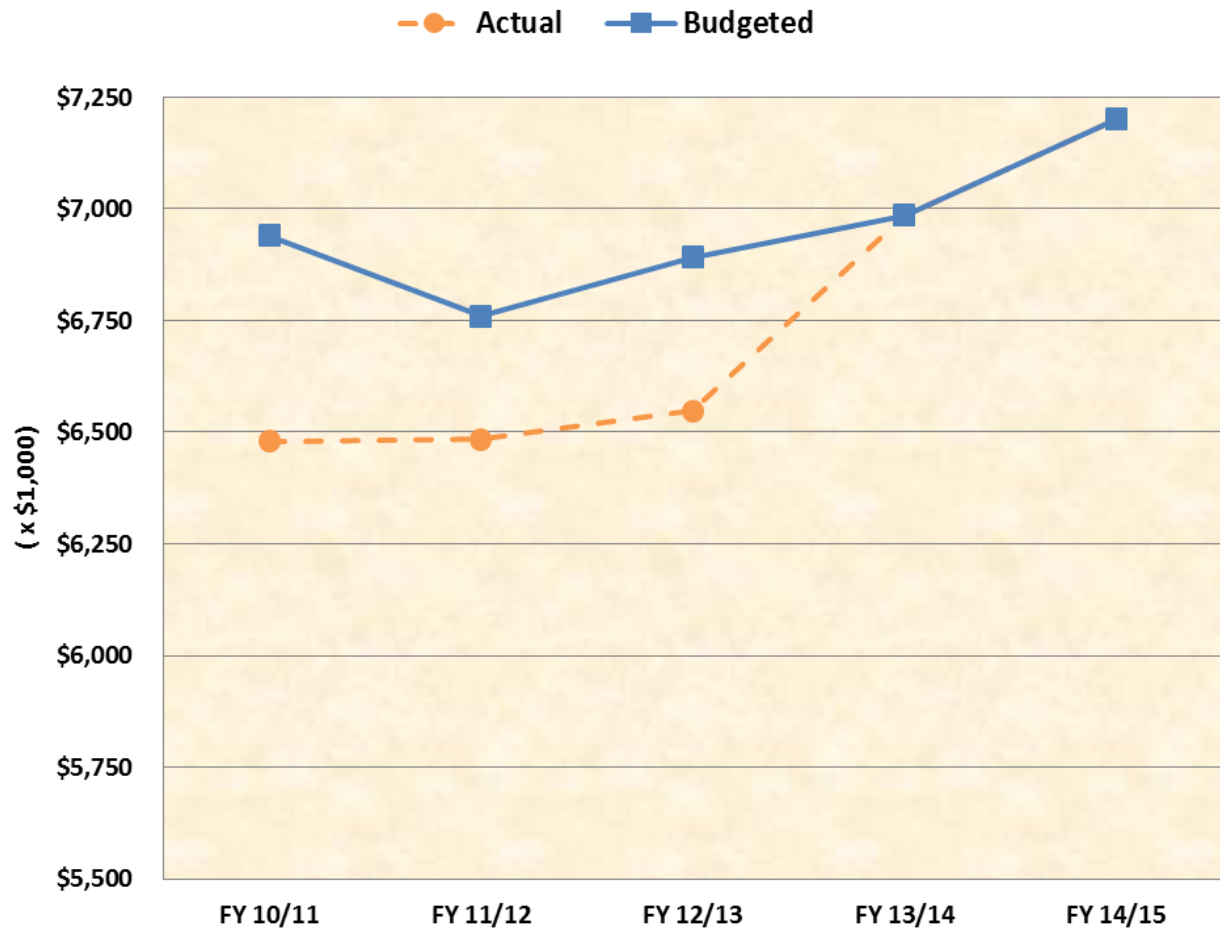


## CITY OF LAGUNA HILLS

BIENNIAL BUDGET - FY 2013/14 – 2014/15

### DEPARTMENT: PUBLIC SAFETY

#### DEPARTMENT EXPENDITURE GRAPH:



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**CITY OF LAGUNA HILLS  
BIENNIAL BUDGET  
FISCAL YEAR 2013/14-2014/15**

		<b>DESCRIPTION</b>			<b>CODE NO.</b>	
<b>FUND:</b>		General Fund			100	
<b>DEPARTMENT:</b>		Public Safety			420	
		<b>PRIOR YEAR'S ACTUAL FY 11/12</b>	<b>ORIGINAL BUDGET FY 12/13</b>	<b>YEAR END ESTIMATE FY 12/13</b>	<b>PROPOSED BUDGET</b>	
					<b>FY 13/14</b>	<b>FY 14/15</b>
<b>MAINTENANCE AND OPERATIONS</b>						
610.000	MEMBERSHIPS AND DUES	120	300	120	300	300
611.000	TRAINING AND EDUCATION	565	300	300	500	500
613.100	VEHICLE - FUEL	6,124	5,000	5,500	5,775	6,000
621.000	COMPUTER SUPPLIES	903	-	-	-	-
622.000	OPERATING SUPPLIES	4,900	2,450	3,650	5,650	5,650
646.000	MAINTENANCE & REPAIR- EQUIP/MACH	12,091	17,600	18,700	20,000	20,000
646.100	MAINTENANCE & REPAIR- VEHICLE	24,221	20,400	27,000	20,400	20,400
695.000	COMM. EVENTS/PUBLIC RELATIONS	10,266	500	2,000	2,500	2,500
<b>Sub-total</b>		<b>59,190</b>	<b>46,550</b>	<b>57,270</b>	<b>55,125</b>	<b>55,350</b>
<b>CONTRACTUAL SERVICES</b>						
700.002	PROF SVCS - STAFFING STUDY	-	-	-	25,000	-
720.401	COUNTY SERVICE - ANIMAL REG.	61,018	42,500	-	30,000	30,000
720.800	GENERAL LAW ENFORCEMENT	4,585,093	4,592,230	4,614,556	4,898,975	5,094,934
720.801	TRAFFIC ENFORCEMENT	651,149	1,006,800	725,201	765,173	795,780
720.810	SUPERVISION & ADMIN.	1,028,102	1,055,093	1,033,576	1,079,136	1,122,301
720.821	TRAUMA INTERVENTION PROGRAM	4,491	5,104	4,500	4,600	4,600
720.822	CROSSING GUARD SERVICES	59,779	71,728	63,100	64,970	64,970
720.823	PARKING CITATION PROCESSING	33,017	44,200	20,300	30,000	30,000
<b>Sub-total</b>		<b>6,422,649</b>	<b>6,817,655</b>	<b>6,461,233</b>	<b>6,897,854</b>	<b>7,142,585</b>
<b>CAPITAL OUTLAY</b>						
900.000	VEHICLES	-	27,000	26,624	30,000	-
930.000	FURNITURE	1,865	-	2,000	2,000	2,000
<b>Sub-total</b>		<b>1,865</b>	<b>27,000</b>	<b>28,624</b>	<b>32,000</b>	<b>2,000</b>
<b>TOTAL</b>		<b>6,483,704</b>	<b>6,891,205</b>	<b>6,547,127</b>	<b>6,984,979</b>	<b>7,199,935</b>

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**CITY OF LAGUNA HILLS  
SIX YEAR CAPITAL IMPROVEMENT PROGRAM  
PROJECT SUMMARY**

PROJECT No.	PROJECT	PAGE No.	TOTAL COST	FISCAL YEAR 2013/14	FISCAL YEAR 2014/15	FISCAL YEAR 2015/16	FISCAL YEAR 2016/17	FISCAL YEAR 2017/18	FISCAL YEAR 2018/19	FUTURE
<b>STREET, SIGNALS AND LIGHTING</b>										
101	Annual Street Maintenance	IV- 9	\$ 5,700,000	\$ -	\$ 2,000,000	\$ -	\$ 1,800,000	\$ -	\$ 1,900,000	\$ -
112	Traffic Signals	IV- 11	250,000	-	-	-	-	-	-	250,000
139	Cabot Widening - La Paz to Paseo de Valencia	IV- 13	3,150,000	-	-	-	-	-	-	3,150,000
145	Paseo de Valencia Widening	IV- 15	7,850,000	-	-	2,750,000	-	-	-	5,100,000
168	Traffic Signal Improvements/Coordination Projects	IV- 17	450,000	100,000	-	-	-	-	-	350,000
170	Access Ramp Construction	IV- 19	1,875,000	-	-	-	-	-	-	1,875,000
171	La Paz Road Sidewalk Widening	IV- 21	565,000	-	-	175,000	390,000	-	-	-
172/ 179	Ridge Route Drive (Ave Carlota to Moulton) AND El Toro Road (ECL to WCL) Pavement Rehabilitation	IV- 23	1,280,000	1,280,000	-	-	-	-	-	-
175	Los Alisos Blvd. Pavement Rehabilitation (ECL to Paseo de Valencia)	IV- 25	600,000	-	-	-	-	-	-	600,000
176	Paseo de Valencia Pavement Rehabilitation (La Paz To Cabot)	IV- 27	575,000	-	-	-	-	-	-	575,000
178	South Moulton Pavement Rehabilitation (VIA Lomas to SCL)	IV- 29	1,200,000	-	-	-	-	-	-	1,200,000
181	Oso Parkway Pavement Rehabilitation (Cabot to WCL)	IV- 31	1,750,000	-	-	-	-	-	-	1,750,000
182	Lake Forest Drive Pavement Rehabilitation (ECL to WCL)	IV- 33	1,200,000	-	-	-	-	-	-	1,200,000
183	Avenida Carlota Pavement Rehabilitation (El Toro Rd to Los Alisos Blvd)	IV- 35	825,000	-	-	-	-	-	-	825,000
184	La Paz Road Widening (McIntyre to Cabot)	IV- 37	1,450,000	-	-	-	-	-	-	1,450,000
185	Replacement of Illuminated Street Name Signs at all Traffic Signal Locations	IV- 39	215,000	-	-	-	-	-	-	215,000
186	Streetlighting	IV- 41	50,000	-	-	-	-	-	-	50,000
187	Cabot Road Pavement Rehabilitation (South of Oso Parkway - two locations)	IV- 43	925,000	-	-	-	-	-	-	925,000
188	Ridge Route Pavement Rehabilitation - Moulton Parkway to Santa Vittoria Drive	IV- 45	700,000	-	-	-	-	-	-	700,000
189	Bridge Seal Coat - Laguna Hills Drive at Aliso Creek	IV- 47	50,000	-	50,000	-	-	-	-	-
	<b>Sub-Total</b>		<b>\$ 30,660,000</b>	<b>\$ 1,380,000</b>	<b>\$ 2,050,000</b>	<b>\$ 2,925,000</b>	<b>\$ 2,190,000</b>	<b>\$ -</b>	<b>\$ 1,900,000</b>	<b>\$ 20,215,000</b>

**CITY OF LAGUNA HILLS**  
**SIX YEAR CAPITAL IMPROVEMENT PROGRAM**  
**PROJECT SUMMARY**

PROJECT No.	PROJECT	PAGE No.	TOTAL COST	FISCAL YEAR 2013/14	FISCAL YEAR 2014/15	FISCAL YEAR 2015/16	FISCAL YEAR 2016/17	FISCAL YEAR 2017/18	FISCAL YEAR 2018/19	FUTURE
<b>STREETSCAPE</b>										
301	Alicia Parkway Median Islands Landscape Rehabilitation	IV- 50	\$ 985,000	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	985,000
305	La Paz Median Islands	IV- 52	3,890,000	-	-	-	-	-	-	3,890,000
307	Entry Monuments	IV- 54	500,000	-	-	-	-	-	-	500,000
312	Paseo de Valencia Median Island Rehabilitation	IV- 56	3,375,000	-	-	-	-	-	-	3,375,000
314	Paseo de Valencia Median Islands	IV- 58	1,425,000	-	-	-	-	-	-	1,425,000
315	Rehabilitation of Oso Median Islands	IV- 60	2,450,000	-	-	-	-	-	-	2,450,000
319	Alicia Parkway South Side Slope	IV- 62	1,150,000	-	-	-	-	-	-	1,150,000
321	Paseo de Valencia East Side Slope	IV- 64	825,000	-	-	-	-	-	-	825,000
322	Rehabilitation of Moulton Median Island	IV- 66	1,650,000	-	-	-	-	-	-	1,650,000
323	Rehabilitation of Laguna Hills Drive Median Island	IV- 68	675,000	-	-	-	-	-	-	675,000
324	Rehabilitation of La Paz Median Island	IV- 70	525,000	-	-	-	-	-	-	525,000
325	Ridge Route Median Islands - Santa Vittoria to Moulton Pkwy	IV- 72	1,175,000	-	-	-	-	-	-	1,175,000
326	Laguna Hills Drive Median Islands	IV- 74	540,000	-	-	-	540,000	-	-	-
330	Alicia Pkwy & Paseo de Valencia Street Tree Program	IV- 76	525,000	-	-	-	-	-	-	525,000
331	Synthetic Landscape Turf Median Islands	IV- 78	815,000	-	-	-	-	-	-	815,000
332	I-5 Fwy/North Aliso Creek Soundwall North	IV- 80	1,725,000	-	-	-	-	-	-	1,725,000
333	Ridge Route Medians - Moulton Pkwy to Avenida de la Carlota	IV- 82	1,700,000	-	-	-	-	-	-	1,700,000
334	Aliso Hills Drive North Down Slope	IV- 84	825,000	-	-	-	-	-	-	825,000
335	La Paz Road South Side Slope Renovation	IV- 86	3,200,000	-	-	-	-	-	-	3,200,000
336	Palermo and Taranto Slope Renovation	IV- 88	200,000	-	-	-	-	-	-	200,000
337	San Remo Drive Slope Renovation	IV- 90	600,000	-	-	-	-	-	-	600,000
338	Paseo De Valencia East and West Parkway Renovation	IV- 92	1,200,000	-	-	-	-	-	-	1,200,000
339	Paseo de Valencia Southwest Parkway Renovation	IV- 94	500,000	-	-	-	-	-	-	500,000
340	Nottingham Ct Entry Median Island	IV- 96	70,000	-	-	-	-	-	-	70,000
	<b>Sub-Total</b>		<b>\$ 30,525,000</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 540,000</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 29,985,000</b>

**CITY OF LAGUNA HILLS  
SIX YEAR CAPITAL IMPROVEMENT PROGRAM  
PROJECT SUMMARY**

PROJECT No.	PROJECT	PAGE No.	TOTAL COST	FISCAL YEAR 2013/14	FISCAL YEAR 2014/15	FISCAL YEAR 2015/16	FISCAL YEAR 2016/17	FISCAL YEAR 2017/18	FISCAL YEAR 2018/19	FUTURE
<b>FLOOD CONTROL &amp; WATER QUALITY</b>										
403	Storm Drain/Slope Repairs	IV- 99	\$ 100,000	\$ -	\$ 50,000	\$ -	\$ 50,000	\$ -	\$ -	\$ -
406	F23 Canada Channel (Veeh Park)	IV- 101	750,000	-	-	-	-	-	-	750,000
407	Aliso Creek Watershed	IV- 103	500,000	-	-	-	-	-	-	500,000
410	NPDES / Water Quality Program	IV- 105	1,185,000	185,000	190,000	200,000	200,000	205,000	205,000	-
411	Largo Storm Drain Improvements (secondary outlet)	IV- 107	300,000	-	-	-	-	-	-	300,000
412	Water Quality (2) Improvements	IV- 109	350,000	70,000	70,000	70,000	70,000	70,000	-	-
413	Oso Parkway Wetlands	IV- 111	450,000	-	-	-	-	-	-	450,000
	<b>Sub-Total</b>		<b>\$ 3,635,000</b>	<b>\$ 255,000</b>	<b>\$ 310,000</b>	<b>\$ 270,000</b>	<b>\$ 320,000</b>	<b>\$ 275,000</b>	<b>\$ 205,000</b>	<b>\$ 2,000,000</b>
<b>PARKS</b>										
234	Aliso Hills Park	IV- 114	\$ 2,775,000	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 2,775,000
237	Sheep Hills Park	IV- 116	1,750,000	-	-	-	-	-	-	1,750,000
238	Community Center and Sports Complex Field Renovations	IV- 118	650,000	-	200,000	-	225,000	-	225,000	-
239b	Renovation of Stockport Park Playground	IV- 120	300,000	300,000	-	-	-	-	-	-
240	Softball Field Improvements - Community Center/Sports Complex	IV- 122	200,000	-	200,000	-	-	-	-	-
241	General Park Renovations	IV- 124	800,000	175,000	-	200,000	-	200,000	-	225,000
	<b>Sub-Total</b>		<b>\$ 6,475,000</b>	<b>\$ 475,000</b>	<b>\$ 400,000</b>	<b>\$ 200,000</b>	<b>\$ 225,000</b>	<b>\$ 200,000</b>	<b>\$ 225,000</b>	<b>\$ 4,750,000</b>
<b>PUBLIC FACILITIES</b>										
506	Skate Facility Enhancements	IV- 127	\$ 300,000	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 300,000
508	Equipment & Supply Storage Building	IV- 129	525,000	-	-	-	-	-	-	525,000
510	Public Art Program - Civic Center	IV- 131	200,000	-	-	-	-	-	-	200,000
512	Roller Hockey Roof Structure	IV- 133	1,000,000	-	-	-	-	-	-	1,000,000
513	Community Center Renovation	IV- 135	1,271,000	100,000	50,000	-	100,000	1,021,000	-	-
514	Sports Complex Renovations	IV- 137	893,000	402,000	-	-	322,000	169,000	-	-
515	Community Center and Sports Complex Energy Efficient Field Lights	IV- 139	175,000	-	-	-	-	-	-	175,000
	<b>Sub-Total</b>		<b>\$ 4,364,000</b>	<b>\$ 502,000</b>	<b>\$ 50,000</b>	<b>\$ -</b>	<b>\$ 422,000</b>	<b>\$ 1,190,000</b>	<b>\$ -</b>	<b>\$ 2,200,000</b>

**CITY OF LAGUNA HILLS  
SIX YEAR CAPITAL IMPROVEMENT PROGRAM  
PROJECT SUMMARY**

PROJECT No.	PROJECT	PAGE No.	TOTAL COST	FISCAL YEAR 2013/14	FISCAL YEAR 2014/15	FISCAL YEAR 2015/16	FISCAL YEAR 2016/17	FISCAL YEAR 2017/18	FISCAL YEAR 2018/19	FUTURE
<b>TRAILS AND OPEN SPACE</b>										
601	Trails Master Plan - Other Projects	IV- 142	\$ 3,000,000	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	3,000,000
606	Trail Head Plazas	IV- 144	1,200,000	-	-	-	-	-	-	1,200,000
607	Aliso Hills Channel Pedestrian Crossing JO5PO3	IV- 146	315,000	-	-	-	-	-	-	315,000
608	Multi-use Trail - Alicia to La Paz	IV- 148	4,200,000	-	-	-	-	-	-	4,200,000
609	Multi-use Trail - Community Center to Indian Hill	IV- 150	600,000	-	-	600,000	-	-	-	-
610	Loop Trails in Alicia Open Space	IV- 152	400,000	-	-	-	-	-	-	400,000
611	La Paz Multi-use Trail - Alameda to Paseo de Valencia	IV- 154	1,675,000	-	-	-	-	-	-	1,675,000
612	Alicia Pedestrian Bridge at Trail	IV- 156	1,000,000	-	-	-	-	-	-	1,000,000
613	Trail along SJHTC	IV- 158	300,000	-	-	-	-	-	-	300,000
614	Alicia Open Space Landscaping	IV- 160	11,000,000	-	-	-	-	-	-	11,000,000
615	La Paz Open Space Riparian Habitat- Alameda to Paseo de Valencia	IV- 162	6,100,000	1,200,000	-	-	-	-	-	4,900,000
616	Aliso Hills Area Open Space	IV- 164	4,700,000	-	-	-	-	-	-	4,700,000
617	Oso Parkway Open Space Landscape	IV- 166	8,600,000	-	-	-	-	-	-	8,600,000
618	Ridge Route Open Space	IV- 168	800,000	-	-	-	-	-	-	800,000
619	Slope Renovation South of Aliso Creek	IV- 170	600,000	-	-	-	-	-	-	600,000
620	Miscellaneous Landscape Renovations - Various Areas	IV- 172	1,750,000	-	-	-	-	-	-	1,750,000
621	Recycled Water Conversions	IV- 174	1,050,000	-	-	-	-	-	-	1,050,000
	<b>Sub-Total</b>		<b>\$ 47,290,000</b>	<b>\$ 1,200,000</b>	<b>\$ -</b>	<b>\$ 600,000</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 45,490,000</b>
	<b>Grand Total</b>		<b>\$ 122,949,000</b>	<b>\$ 3,812,000</b>	<b>\$ 2,810,000</b>	<b>\$ 3,995,000</b>	<b>\$ 3,697,000</b>	<b>\$ 1,665,000</b>	<b>\$ 2,330,000</b>	<b>\$ 104,640,000</b>



**CITY OF LAGUNA HILLS**  
**SIX YEAR CAPITAL IMPROVEMENT PROGRAM**

**FUNDING SOURCES**

<b>FUNDING SOURCE</b>	<b>FISCAL YEAR 2013/14</b>	<b>FISCAL YEAR 2014/15</b>	<b>FISCAL YEAR 2015/16</b>	<b>FISCAL YEAR 2016/17</b>	<b>FISCAL YEAR 2017/18</b>	<b>FISCAL YEAR 2018/19</b>	<b>FUTURE</b>	<b>TOTAL</b>
General Fund	\$ 1,904,000	\$ 240,000	\$ 975,000	\$ 779,000	\$ 205,000	\$ 430,000	\$ -	\$ 4,533,000
Gas Tax	-	2,000,000	-	1,800,000	-	1,900,000	-	5,700,000
Measure M2 Local Fair Share	343,000	-	-	-	-	-	-	343,000
Measure M2 Competitive	70,000	70,000	2,132,500	70,000	70,000	-	-	2,412,500
CARITS	100,000	-	687,500	-	-	-	-	787,500
Capital Reserve	-	50,000	-	188,000	1,190,000	-	-	1,428,000
Other -								
<i>Quimby Act Fees</i>	<i>977,000</i>	<i>\$ 450,000</i>	<i>\$ 200,000</i>	<i>\$ 509,000</i>	<i>\$ 200,000</i>	<i>\$</i>	<i>\$ 225,000</i>	<i>\$ 2,561,000</i>
<i>Prop 1B (SLPP)</i>	<i>343,000</i>							<i>343,000</i>
<i>City of Lake Forest</i>	<i>75,000</i>							<i>75,000</i>
<i>HSIP</i>				<i>351,000</i>				<i>351,000</i>
<i>Public Art Fees</i>							<i>200,000</i>	<i>200,000</i>
Sub-total - Other	<u>\$ 1,395,000</u>	<u>\$ 450,000</u>	<u>\$ 200,000</u>	<u>\$ 860,000</u>	<u>\$ 200,000</u>	<u>\$ -</u>	<u>\$ 425,000</u>	<u>\$ 3,530,000</u>
Unfunded	<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>	104,215,000	104,215,000
GRAND TOTAL	<u><u>\$ 3,812,000</u></u>	<u><u>\$ 2,810,000</u></u>	<u><u>\$ 3,995,000</u></u>	<u><u>\$ 3,697,000</u></u>	<u><u>\$ 1,665,000</u></u>	<u><u>\$ 2,330,000</u></u>	<u><u>\$ 104,640,000</u></u>	<u><u>\$ 122,949,000</u></u>

**CITY OF LAGUNA HILLS**  
**YEAR FISCAL 2013/14**  
**SOURCES OF FUNDS**  
**CAPITAL PROGRAM**

PROJECT NO.	PROJECT	FISCAL YEAR 2013/14	GENERAL FUND	GAS TAX	MEASURE M (Fairshare & Competitive)	CARITS	OTHER
<b>STREET, SIGNALS AND LIGHTING (100)</b>							
168	Traffic Signal Improvements/Coordination Projects	100,000	-	-	-	100,000	-
172/179	Ridge Route Drive (Ave Carlota to Moulton) AND El Toro Road (ECL to WCL) Pavement Rehabilitation	1,280,000	519,000	-	343,000	-	418,000
	<b>Sub-Total</b>	<b>\$ 1,380,000</b>	<b>\$ 519,000</b>	<b>\$ -</b>	<b>\$ 343,000</b>	<b>\$ 100,000</b>	<b>\$ 418,000</b>
<b>FLOOD CONTROL &amp; WATER QUALITY (400)</b>							
410	NPDES / Water Quality Program	185,000	185,000	-	-	-	-
412	Water Quality (2) Improvements	70,000	-	-	70,000	\$ -	-
	<b>Sub-Total</b>	<b>\$ 255,000</b>	<b>\$ 185,000</b>	<b>\$ -</b>	<b>\$ 70,000</b>	<b>\$ -</b>	<b>\$ -</b>
<b>PARKS (200)</b>							
239b	Renovation of Stockport Park Playground	300,000	-	-	-	\$ -	300,000
241	General Park Renovations	175,000	-	-	-	-	175,000
	<b>Sub-Total</b>	<b>\$ 475,000</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 475,000</b>
<b>PUBLIC FACILITIES (500)</b>							
513	Community Center Renovation	100,000	-	\$ -	\$ -	\$ -	\$ 100,000
514	Sports Complex Renovations	\$ 402,000	\$ -	-	\$ -	\$ -	\$ 402,000
	<b>Sub-Total</b>	<b>\$ 502,000</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 502,000</b>
<b>TRAILS AND OPEN SPACE (600)</b>							
615	La Paz Open Space Riparian Habitat- Alameda to Paseo de Valencia	\$ 1,200,000	\$ 1,200,000	\$ -	\$ -	\$ -	\$ -
	<b>Sub-Total</b>	<b>\$ 1,200,000</b>	<b>\$ 1,200,000</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>
	<b>Grand Total</b>	<b>\$ 3,812,000</b>	<b>\$ 1,904,000</b>	<b>\$ -</b>	<b>\$ 413,000</b>	<b>\$ 100,000</b>	<b>\$ 1,395,000</b>

**CITY OF LAGUNA HILLS**  
**FISCAL YEAR 2014/15**  
**SOURCES OF FUNDS**  
**CAPITAL PROGRAM**

PROJECT NO.	PROJECT	FISCAL YEAR 2014/15	GENERAL FUND	GAS TAX	MEASURE M (Fairshare & Competitive)	CARITS	CAPITAL RESERVE FUND	OTHER
<b>STREET, SIGNALS AND LIGHTING (100)</b>								
101	Annual Street Maintenance	\$ 2,000,000	\$ -	\$ 2,000,000	\$ -	-	\$ -	\$ -
189	Bridge Seal Coat - Laguna Hills Drive at Aliso Creek	50,000	50,000	-	-	-	-	-
	<b>Sub-Total</b>	<b>\$ 2,050,000</b>	<b>\$ 50,000</b>	<b>\$ 2,000,000</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>
<b>FLOOD CONTROL &amp; WATER QUALITY (400)</b>								
403	Storm Drain/Slope Repairs	\$ 50,000	\$ -	\$ -	\$ -	\$ -	\$ 50,000	\$ -
410	NPDES / Water Quality Program	190,000	190,000	-	-	-	-	-
412	Water Quality (2) Improvements	70,000	-	-	70,000	-	-	-
	<b>Sub-Total</b>	<b>\$ 310,000</b>	<b>\$ 190,000</b>	<b>\$ -</b>	<b>\$ 70,000</b>	<b>\$ -</b>	<b>\$ 50,000</b>	<b>\$ -</b>
<b>PARKS (200)</b>								
238	Community Center and Sports Complex Field Renovations	\$ 200,000	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 200,000
240	Softball Field Improvements - Community Center/Sports Complex	200,000	-	-	-	-	-	200,000
	<b>Sub-Total</b>	<b>\$ 400,000</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 400,000</b>
<b>PUBLIC FACILITIES (500)</b>								
513	Community Center Renovation	\$ 50,000	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 50,000
	<b>Sub-Total</b>	<b>\$ 50,000</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 50,000</b>
	<b>Grand Total</b>	<b>\$ 2,810,000</b>	<b>\$ 240,000</b>	<b>\$ 2,000,000</b>	<b>\$ 70,000</b>	<b>\$ -</b>	<b>\$ 50,000</b>	<b>\$ 450,000</b>

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# **CAPITAL IMPROVEMENT PROJECTS**

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**STREETS, SIGNALS,  
AND LIGHTING**

## City of Laguna Hills Capital Improvement Project

**Program:** Streets, Signals and Lighting

**Project Name:** Annual Street Maintenance

**Project No.:** 101



**Description:** The Annual Street Maintenance Program provides funding for pavement maintenance and resurfacing of all of the City's streets on a six-year return cycle. For budget and cost efficiency, one-third of the City streets are maintained as a single project every two years. The maintenance of these streets is based upon the Pavement Management Plan that is updated every two years with the last update of arterial highways and collector streets being performed in June 2012. Given the age of the City's streets, the program has transitioned from a seal coat to an overlay program. An overlay program is much more costly than a seal coat program but must be performed to preserve the pavement structure on a return cycle of 20 to 30 years depending upon the street type and usage. The next project will complete an overlay program for streets needing this maintenance within Zones A & D and start the overlay program in Zones C & E.

**Purpose / Justification:** The Annual Street Maintenance Program is performed to repair and rejuvenate the surfacing of the street infrastructure. Pavement surfaces deteriorate over time and will experience accelerated maintenance costs if preventive maintenance is not performed on an approximate six to ten year cycle basis.

**Other Agencies Involved:** None

**Outside Agencies/Entities Clearance or Coordination Needs:** None

**Operating Budget Impact:** The Annual Street Maintenance Program allows the City to keep its street maintenance operations at a low recurring cost for pavement repairs.

**Source of Cost Estimates:** Preliminary ☒ Based on Design ☐ Actual Bid ☐

**Schedule:** Individual projects are scheduled for the spring of the fiscal year budgeted. The schedule for the maintenance is as follows:

<u>YEAR</u>	<u>ZONE</u>
2014-2015	Completion of Zones A & D and start Zones C & E
2016-2017	Complete Zones C & E
2018-2019	Zone B & F

**Project Name:** Annual Street Maintenance  
**Project Number:** 101

**Site Map**



**Project Costs and Project Funding**

	2013-14	2014-15	2015-16	2016-17	2017-18	2018-19	Future	Total
<b>Project Costs:</b>								
Planning/Design		25,000		25,000		25,000		75,000
Admin/Inspection		75,000		75,000		75,000		225,000
Land Acquisition								-
Construction		1,900,000		1,700,000		1,800,000		5,400,000
Equipment								-
<b>Total Cost</b>	-	2,000,000	-	1,800,000		1,900,000	-	5,700,000
<b>Project Funding:</b>								
General Fund								-
Gas Tax		2,000,000		1,800,000		1,900,000		5,700,000
Measure M2 - Local Fair Share								-
Measure M2 - Competitive								-
CARITS								-
Capital Reserve Funds								-
STIP Federal Grant								-
Other								-
Other								-
Unfunded								-
<b>Total Funding</b>	-	2,000,000	-	1,800,000	-	1,900,000	-	5,700,000

## City of Laguna Hills Capital Improvement Project

**Program:** Streets, Signals and Lighting

**Project Name:** Traffic Signals

**Project No.:** 112



**Description:** The traffic signal project provides a funding allocation for one new traffic signal at an undesignated location when the need for a traffic signal is determined.

**Purpose / Justification:** The Citywide Traffic Signal Master Plan was last updated in August 2007 and will be updated in 2014. The Traffic Signal Master Plan evaluates the need for traffic signals at every arterial highway intersection at which a traffic signal does not currently exist. The evaluation follows State issued criteria for traffic signal needs. Four intersections within the City met the minimum standards to allow a traffic signal to be constructed per the 2007 study; however, the construction of a traffic signal is not required by such a determination. The potential locations include Alicia Parkway at Via Lomas; Moulton Parkway at Gordon Road; La Paz Road at Appaloosa Place; and La Paz at Alameda Avenue. The intersection of La Paz Road at Appaloosa Place was deleted for construction by previous action of the City Council.

**Other Agencies Involved:** None

**Outside Agencies/Entities Clearance or Coordination Needs:** None

**Operating Budget Impact:** The construction of a traffic signal is anticipated to add annual maintenance costs of approximately \$900 and electricity costs of approximately \$3,500.

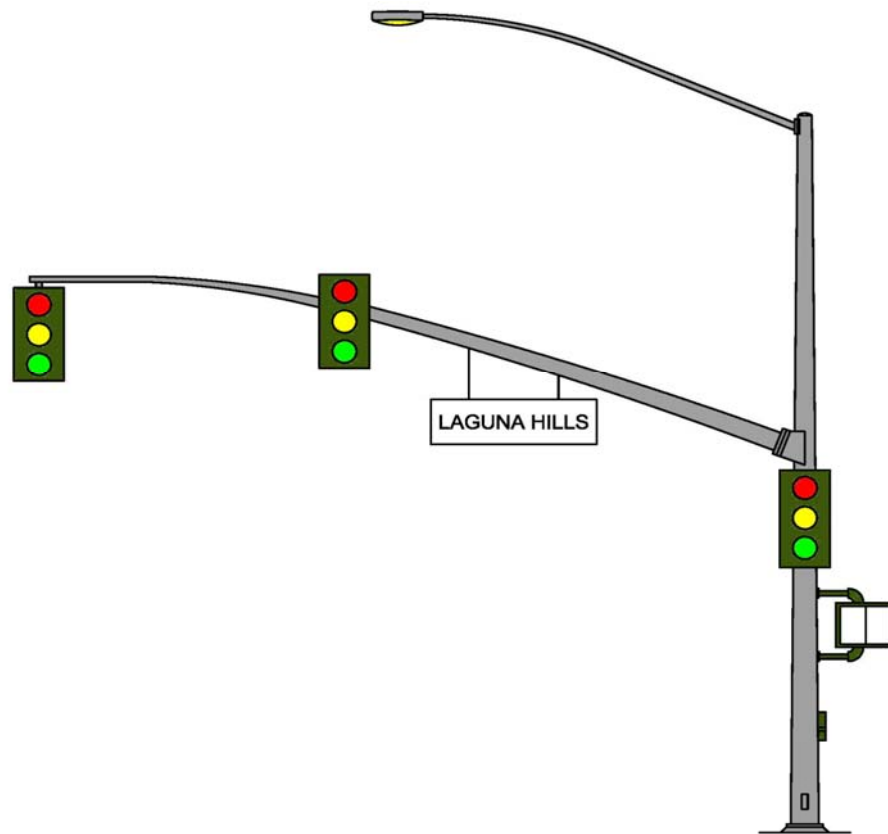
**Source of Cost Estimates:** Preliminary ☒ Based on Design ☐ Actual Bid ☐

**Schedule:** The traffic signal construction is subject to the schedule to be adopted by the City Council.



**Project Name:** Traffic Signals  
**Project Number:** 112

**Site Map**



**Project Costs and Project Funding**

	2013-14	2014-15	2015-16	2016-17	2017-18	2018-19	Future	Total
<b>Project Costs:</b>								
Planning/Design							25,000	25,000
Admin/Inspection							25,000	25,000
Land Acquisition								-
Construction							200,000	200,000
Equipment								-
<b>Total Cost</b>	-	-	-	-	-	-	250,000	250,000
<b>Project Funding:</b>								
General Fund								-
Gas Tax								-
Measure M2 - Local Fair Share								-
Measure M2 - Competitive								-
CARITS								-
Capital Reserve Funds								-
STIP Federal Grant								-
Other								-
Other								-
Unfunded							250,000	250,000
<b>Total Funding</b>	-	-	-	-	-	-	250,000	250,000

## City of Laguna Hills Capital Improvement Project

**Program:** Streets, Signals and Lighting

**Project Name:** Cabot Widening – La Paz to Paseo de Valencia

**Project No.:** 139



**Description:** The widening of Cabot Road to augmented secondary arterial highway standards from La Paz Road to Paseo de Valencia in accordance with the City's General Plan. The widening will maintain the current four lanes but will allow for a 14' wide raised and landscaped median island and a parking lane/emergency lane or bike lane area along both sides of this segment of the roadway. This project may be eligible for future grant funding. Right of way acquisition will be required. Project length: 0.5 miles.

**Purpose / Justification:** Compliance with the City's General Plan. The project will control or eliminate left turn driveway access at several locations and will improve traffic flow.

**Other Agencies Involved:** None

**Outside Agencies/Entities Clearance or Coordination Needs:**

The project will involve the intersection of Cabot Road at La Paz Road/I-5 southbound off-ramp and may require a permit from the State of California Department of Transportations (CALTRANS).

**Operating Budget Impact:** The construction of a raised and landscaped median island will results in increased landscape maintenance costs estimated to be \$1,500 and \$1,000 of utility costs.

**Source of Cost Estimates:** Preliminary ☒ Based on Design ☐ Actual Bid ☐

**Schedule:** Future

**Project Name:** Cabot Widening - La Paz to Paseo de Valencia  
**Project Number:** 139

**Site Map**



**Project Costs and Project Funding**

	2013-14	2014-15	2015-16	2016-17	2017-18	2018-19	Future	Total
<b>Project Costs:</b>								
Planning/Design							260,000	260,000
Admin/Inspection							175,000	175,000
Land Acquisition							1,000,000	1,000,000
Construction							1,715,000	1,715,000
Equipment								-
<b>Total Cost</b>	-	-	-	-	-	-	3,150,000	3,150,000
<b>Project Funding:</b>								
General Fund								-
Gas Tax								-
Measure M2 - Local Fair Share								-
Measure M2 - Competitive							-	-
CARITS							-	-
Capital Reserve Funds								-
STIP Federal Grant								-
Other								-
Other								-
Unfunded							3,150,000	3,150,000
<b>Total Funding</b>	-	-	-	-	-	-	3,150,000	3,150,000

## City of Laguna Hills Capital Improvement Project

**Program:** Streets, Signals and Lighting

**Project Name:** Paseo de Valencia Widening

**Project No.:** 145



**Description:** Arterial highway improvements on Paseo de Valencia from Laguna Hills Drive to El Toro Road. The budget assumes a symmetric roadway widening and will require right of way acquisition from residential properties located within the City of Laguna Woods for certain phases of the project. A Phase I project is in the design and environmental clearance process with project limits of Kennington Drive to Laguna Hills Drive. The extension of the widening project between Calle de la Plata and Kennington Drive will be a future project.

**Purpose / Justification:** The Paseo de Valencia widening project will complete a six lane arterial highway within the described limits in accordance with the City's General Plan and the Master Plan of Arterial Highways to meet projected traffic needs.

**Other Agencies Involved:** Grant funding for Phase I design and environmental clearance was granted through Renewed Measure M through the Orange County Transportation Commission (OCTA). Construction funding of Phase I will also be sought through Renewed Measure M.

**Outside Agencies/Entities Clearance or Coordination Needs:**

The City of Laguna Woods is adjacent to this project, as is the Laguna Woods Village community. Coordination with these entities will be necessary for implementation of the project. No right of way acquisition is required for the Phase I project.

**Operating Budget Impact:** The widening of Paseo de Valencia from its four or five lanes to six lanes will increase the quantity of pavement surfacing and will slightly increase pavement maintenance costs over time. The existing landscaped median island would be reconstructed as a part of any project but maintenance costs would be similar to that which is in the current budget.

**Source of Cost Estimates:** Preliminary ☐ Based on Design ☒ Actual Bid ☐

**Schedule:** The Phase I project will be ready for construction, subject to grant funding, in FY 2015-16. The remaining project is in the future.



**Project Name:** Paseo de Valencia Widening  
**Project Number:** 145

**Site Map**



**Project Costs and Project Funding**

	2013-14	2014-15	2015-16	2016-17	2017-18	2018-19	Future	Total
<b>Project Costs:</b>								
Planning/Design							400,000	400,000
Admin/Inspection			250,000				200,000	450,000
Land Acquisition							500,000	500,000
Construction			2,500,000				4,000,000	6,500,000
Equipment								-
<b>Total Cost</b>	-	-	2,750,000	-	-	-	5,100,000	7,850,000
<b>Project Funding:</b>								
General Fund								-
Gas Tax								-
Measure M2 - Local Fair Share								-
Measure M2 - Competitive			2,062,500				-	2,062,500
CARITS			687,500				-	687,500
Capital Reserve Funds								-
STIP Federal Grant								-
Other								-
Other								-
Unfunded							5,100,000	5,100,000
<b>Total Funding</b>	-	-	2,750,000	-	-	-	5,100,000	7,850,000

## City of Laguna Hills Capital Improvement Project

**Program:** Streets, Signals and Lighting

**Project Name:** Traffic Signal Improvements/Coordination Projects

**Project No.:** 168



**Description:** This project will interconnect traffic signals, provide for timing/coordination plans, synchronize traffic signals and connect individual locations to a central control. The Renewed Measure M provides an opportunity to fund updates to existing interconnected traffic signal corridors and improvements to new ones on a three year return basis. The arterial highways that currently include traffic signal synchronization are Oso Parkway, La Paz Road, Alicia Parkway, El Toro Road, Paseo de Valencia and Moulton Parkway.

Projects in process to update or install new signal synchronization include the streets of Paseo de Valencia, Lake Forest Drive, Los Alisos Boulevard and Oso Parkway.

**Purpose / Justification:** Traffic flow improvements and technology upgrades.

**Other Agencies Involved:** Adjacent jurisdictions on a case by case basis and oversight by the Orange County Transportation Authority (OCTA) based upon the allocation of Renewed Measure M funds.

**Outside Agencies/Entities Clearance or Coordination Needs:** Coordination with adjacent agencies, Caltrans and OCTA.

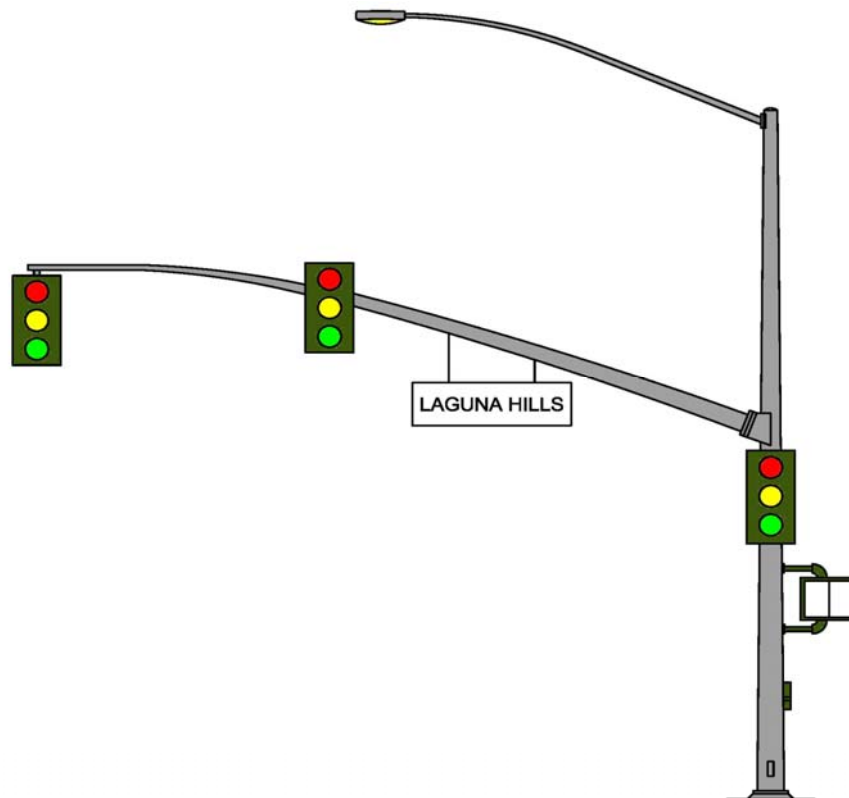
**Operating Budget Impact:** None

**Source of Cost Estimates:** Preliminary ☒ Based on Design ☐ Actual Bid ☐

**Schedule:** Projects in process will be implemented in FY 2014-15.

**Project Name:** Traffic Signal Improvements/Coordination Projects  
**Project Number:** 168

**Site Map**



**Project Costs and Project Funding**

	2013-14	2014-15	2015-16	2016-17	2017-18	2018-19	Future	Total
<b>Project Costs:</b>								
Planning/Design							50000	50,000
Admin/Inspection	10,000						50000	60,000
Land Acquisition								-
Construction	90,000						250000	340,000
Equipment								-
<b>Total Cost</b>	100,000	-	-	-	-	-	350,000	450,000
<b>Project Funding:</b>								
General Fund								-
Gas Tax								-
Measure M2 - Local Fair Share								-
Measure M2 - Competitive								-
CARITS	100,000							100,000
Capital Reserve Funds								-
STIP Federal Grant								-
Other								-
Other								-
Unfunded							350,000	350,000
<b>Total Funding</b>	100,000	-	-	-	-	-	350,000	450,000

## City of Laguna Hills Capital Improvement Project

**Program:** Streets, Signals and Lighting

**Project Name:** Access Ramps

**Project No.:** 170



**Description:** Installation of access ramps meeting Federal and State approved design standards at all intersections as required by the Americans with Disability Act. Approximately 1000 ramps will eventually be constructed for all intersections in the City not currently meeting the required standards. This project can be phased over several years.

**Purpose / Justification:** None

**Other Agencies Involved:** ADA improvements are required to be made when the City utilizes Federal Funds for road construction projects. Coordination with Caltrans, as the oversight agency, is required when Federal Funds are used.

**Outside Agencies/Entities Clearance or Coordination Needs:** None

**Operating Budget Impact:** None

**Source of Cost Estimates:** Preliminary ☒ Based on Design ☐ Actual Bid ☐

**Schedule:** Future



**Project Name:** Access Ramp Construction  
**Project Number:** 170

**Site Map**



**Project Costs and Project Funding**

	2013-14	2014-15	2015-16	2016-17	2017-18	2018-19	Future	Total
<b>Project Costs:</b>								
Planning/Design							25,000	25,000
Admin/Inspection							50,000	50,000
Land Acquisition								-
Construction							1,800,000	1,800,000
Equipment								-
<b>Total Cost</b>	-	-	-	-	-	-	1,875,000	1,875,000
<b>Project Funding:</b>								
General Fund								-
Gas Tax								-
Measure M2 - Local Fair Share								-
Measure M2 - Competitive								-
CARITS								-
Capital Reserve Funds								-
STIP Federal Grant								-
Other								-
Other								-
Unfunded							1,875,000	1,875,000
<b>Total Funding</b>	-	-	-	-	-	-	1,875,000	1,875,000

## City of Laguna Hills Capital Improvement Project

**Program:** Streets, Signals and Lighting

**Project Name:** La Paz Road Sidewalk Widening

**Project No.:** 171



**Description:** The La Paz Road Sidewalk widening is located on the northerly side of La Paz Road from Paseo de Valencia to Grissom Road and on the southerly side of La Paz Road from Paseo de Valencia to Champlain Road and will construct a standard width arterial highway sidewalk. Right of way acquisition will be required from private properties and from the Saddleback Valley Unified School District (SVUSD).

**Purpose / Justification:** To improve school age pedestrian access along La Paz Road to ADA standards.

**Other Agencies Involved:** Grant funds for this project will be sought through Caltrans and may involve Federal funding.

**Outside Agencies/Entities Clearance or Coordination Needs:** To the extent that grant funds are utilized, Caltrans will be a coordinating agency. Due to the right of way acquisition needed for the project, coordination with the SVUSD and private property owners will be required.

**Operating Budget Impact:** None

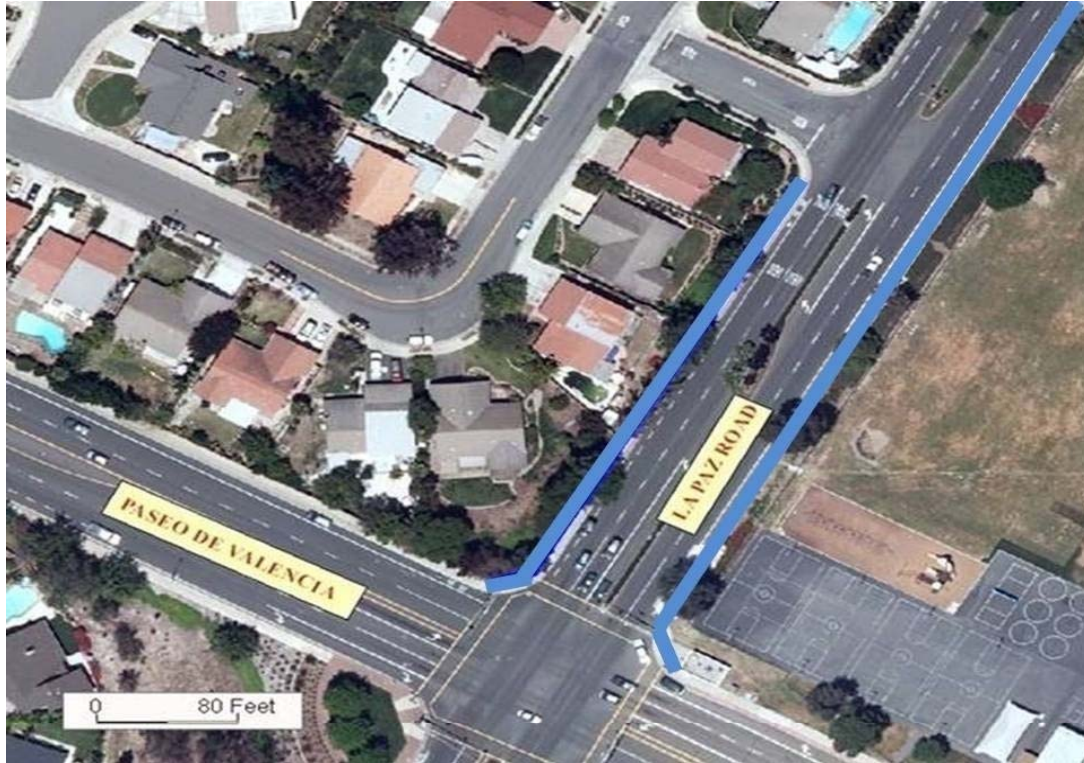
**Source of Cost Estimates:** Preliminary ☒ Based on Design ☐ Actual Bid ☐

**Schedule:** Subject to Grant Funding - Design and Right of Way acquisition in FY 2015/16 and Construction in FY 2016/17.

**Project Name:** La Paz Road Sidewalk Widening

**Project Number:** 171

**Site Map**



**Project Costs and Project Funding**

	2013-14	2014-15	2015-16	2016-17	2017-18	2018-19	Future	Total
<b>Project Costs:</b>								
Planning/Design			75,000					75,000
Admin/Inspection				40,000				40,000
Land Acquisition			100,000					100,000
Construction				350,000				350,000
Equipment								-
<b>Total Cost</b>	-	-	175,000	390,000	-	-	-	565,000
<b>Project Funding:</b>								
General Fund			175,000	39,000				214,000
Gas Tax								-
Measure M2 - Local Fair Share								-
Measure M2 - Competitive								-
CARITS								-
Capital Reserve Funds								-
STIP Federal Grant								-
Other - HSIP				351,000				351,000
Other								-
Unfunded								-

## City of Laguna Hills Capital Improvement Project

**Program:** Streets, Signals and Lighting

**Project Name:** Ridge Route Drive and El Toro Road Pavement Rehabilitation

**Project No.:** 172/179



**Description:** Pavement rehabilitation of Ridge Route Drive from Avenida de la Carlota to Moulton Parkway and pavement rehabilitation of El Toro Road from West City Limits to East City Limits to include pavement removals/rehabilitation, curb and gutter repairs, access ramp construction, asphalt concrete overlay, striping and traffic loops. These projects have been combined due to the funding sources. The project is in design.

**Purpose / Justification:** Pavement maintenance.

**Other Agencies Involved:** None

**Outside Agencies/Entities Clearance or Coordination Needs:** Coordination for a portion of the work will be needed with the City of Laguna Woods and with the City of Lake Forest.

**Operating Budget Impact:** A net short term reduction of pavement maintenance should result from this project as the pavement life is extended through this project.

**Source of Cost Estimates:** Preliminary ☒ Based on Design ☐ Actual Bid ☐

**Schedule:** Construction in FY 2013/14.



**Project Name:** Ridge Route Drive (Ave Carlota to Moulton) AND El Toro Road (ECL to WCL) Pavement Rehabilitation  
**Project Number:** 172/179

**Site Map**



**Project Costs and Project Funding**

	2013-14	2014-15	2015-16	2016-17	2017-18	2018-19	Future	Total
<b>Project Costs:</b>								
Planning/Design								-
Admin/Inspection	100,000							100,000
Land Acquisition								-
Construction	1,180,000							1,180,000
Equipment								-
<b>Total Cost</b>	<b>1,280,000</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>1,280,000</b>
<b>Project Funding:</b>								
General Fund	519,000							519,000
Gas Tax								-
Measure M2 - Local Fair Share	343,000							343,000
Measure M2 - Competitive								-
CARITS								-
Capital Reserve Funds								-
STIP Federal Grant								-
Other - Prop 1B (SLPP)	343,000							343,000
Other - City of Lake Forest	75,000							75,000
Unfunded								-

## City of Laguna Hills Capital Improvement Project

**Program:** Streets, Signals and Lighting

**Project Name:** Los Alisos Pavement Rehabilitation

**Project No.:** 175



**Description:** Pavement rehabilitation of Los Alisos Boulevard from Paseo de Valencia to I-5 (City Boundary) to include pavement removals/rehabilitation, curb and gutter repairs, access ramp construction, asphalt concrete overlay, striping and traffic loops. Project length: 2500 LF.

**Purpose / Justification:** Pavement maintenance.

**Other Agencies Involved:** None

**Outside Agencies/Entities Clearance or Coordination Needs:** None

**Operating Budget Impact:** A net short term reduction of pavement maintenance should result from this project as the pavement life is extended through this project.

**Source of Cost Estimates:** Preliminary ☒ Based on Design ☐ Actual Bid ☐

**Schedule:** Future

**Project Name:** Los Alisos Blvd. Pavement Rehabilitation (ECL to Paseo de Valencia)

**Project Number:** 175

**Site Map**



PCI ave 64

**Project Costs and Project Funding**

	2013-14	2014-15	2015-16	2016-17	2017-18	2018-19	Future	Total
<b>Project Costs:</b>								
Planning/Design							25,000	25,000
Admin/Inspection							50,000	50,000
Land Acquisition								-
Construction							525,000	525,000
Equipment								-
<b>Total Cost</b>	-	-	-	-	-	-	600,000	600,000
<b>Project Funding:</b>								
General Fund								-
Gas Tax								-
Measure M2 - Local Fair Share								-
Measure M2 - Competitive								-
CARITS								-
Capital Reserve Funds								-
STIP Federal Grant								-
Other								-
Other								-
Unfunded							600,000	600,000
<b>Total Funding</b>	-	-	-	-	-	-	600,000	600,000

## City of Laguna Hills Capital Improvement Project

**Program:** Streets, Signals and Lighting

**Project Name:** Paseo de Valencia Pavement Rehabilitation

**Project No.:** 176



**Description:** Pavement rehabilitation of Paseo de Valencia from La Paz Road to Cabot Road to include pavement removals/rehabilitation, curb and gutter repairs, access ramp construction, asphalt concrete overlay, striping and traffic loops. Project length: 3000 LF.

**Purpose / Justification:** Pavement maintenance.

**Other Agencies Involved:** None

**Outside Agencies/Entities Clearance or Coordination Needs:** None

**Operating Budget Impact:** A net short term reduction of pavement maintenance should result from this project as the pavement life is extended through this project.

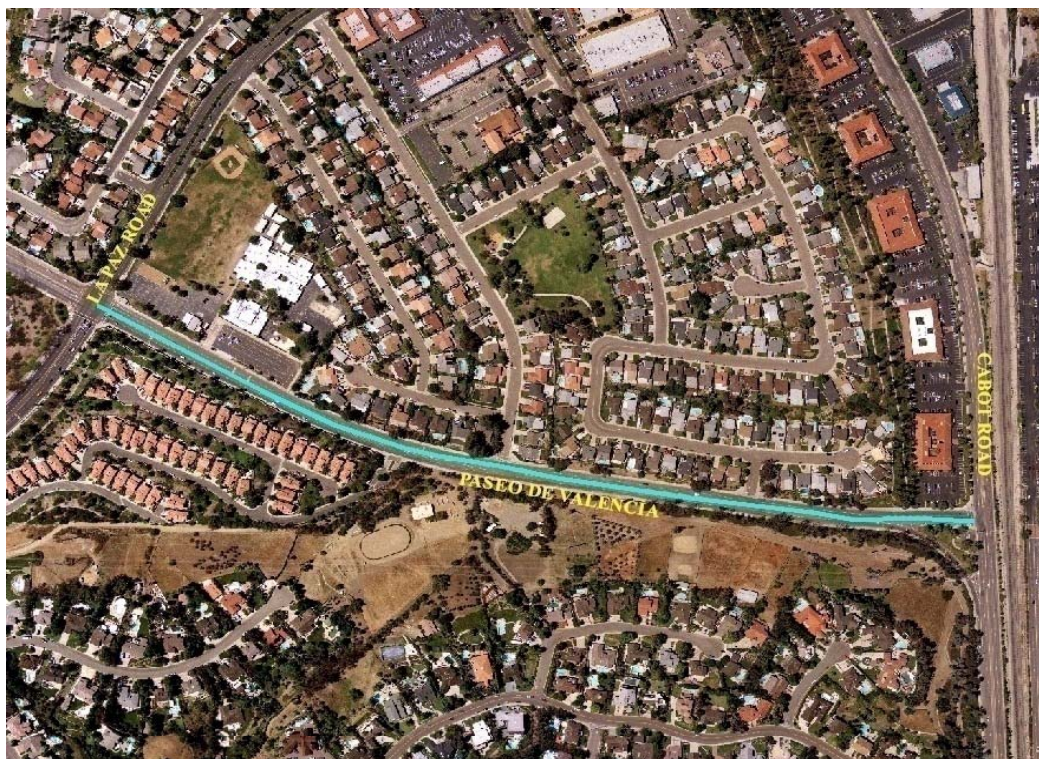
**Source of Cost Estimates:** Preliminary ☒ Based on Design ☐ Actual Bid ☐

**Schedule:** Future



**Project Name:** Paseo de Valencia Pavement Rehabilitation (La Paz To Cabot)  
**Project Number:** 176

**Site Map**



PCI ave. 64

**Project Costs and Project Funding**

	2013-14	2014-15	2015-16	2016-17	2017-18	2018-19	Future	Total
<b>Project Costs:</b>								
Planning/Design							25,000	25,000
Admin/Inspection							50,000	50,000
Land Acquisition								-
Construction							500,000	500,000
Equipment								-
<b>Total Cost</b>	-	-	-	-	-	-	575,000	575,000
<b>Project Funding:</b>								
General Fund								-
Gas Tax								-
Measure M2 - Local Fair Share								-
Measure M2 - Competitive								-
CARITS								-
Capital Reserve Funds								-
STIP Federal Grant								-
Other - Prop 1B								-
Other								-
Unfunded							575,000	575,000
<b>Total Funding</b>	-	-	-	-	-	-	575,000	575,000

## City of Laguna Hills Capital Improvement Project

**Program:** Streets, Signals and Lighting

**Project Name:** South Moulton Pavement Rehabilitation

**Project No.:** 178



**Description:** Pavement rehabilitation of Moulton Parkway from Via Lomas to South City Limits (at SR-73). Work to include pavement removals/rehabilitation, curb and gutter repairs, access ramp construction, asphalt concrete overlay, and striping. Project length: 6700 LF.

**Purpose / Justification:** Pavement maintenance.

**Other Agencies Involved:** None

**Outside Agencies/Entities Clearance or Coordination Needs:** None

**Operating Budget Impact:** A net short term reduction of pavement maintenance should result from this project as the pavement life is extended through this project.

**Source of Cost Estimates:** Preliminary ☒ Based on Design ☐ Actual Bid ☐

**Schedule:** Future

**Project Name:** South Moulton Pavement Rehabilitation (VIA Lomas to SCL)  
**Project Number:** 178

**Site Map**



PCI ave. 73

**Project Costs and Project Funding**

	2013-14	2014-15	2015-16	2016-17	2017-18	2018-19	Future	Total
<b>Project Costs:</b>								
Planning/Design							75,000	75,000
Admin/Inspection							125,000	125,000
Land Acquisition								-
Construction							1,000,000	1,000,000
Equipment								-
<b>Total Cost</b>	-	-	-	-	-	-	1,200,000	1,200,000
<b>Project Funding:</b>								
General Fund								-
Gas Tax								-
Measure M2 - Local Fair Share								-
Measure M2 - Competitive								-
CARITS								-
Capital Reserve Funds								-
STIP Federal Grant								-
Other - Prop 1B								-
Other								-
Unfunded							1,200,000	1,200,000
<b>Total Funding</b>	-	-	-	-	-	-	1,200,000	1,200,000

## City of Laguna Hills Capital Improvement Project

**Program:** Streets, Signals and Lighting

**Project Name:** Oso Parkway Pavement Rehabilitation

**Project No.:** 181



**Description:** Pavement rehabilitation of Oso Parkway from Cabot Road to West City Limits. Work to include pavement removals/rehabilitation, curb and gutter repairs, sidewalk repairs, access ramp construction, asphalt concrete overlay, and striping. Project length: 9200 LF.

**Purpose / Justification:** Pavement maintenance.

**Other Agencies Involved:** None

**Outside Agencies/Entities Clearance or Coordination Needs:** None

**Operating Budget Impact:** A net short term reduction of pavement maintenance should result from this project as the pavement life is extended through this project.

**Source of Cost Estimates:** Preliminary ☒ Based on Design ☐ Actual Bid ☐

**Schedule:** Future



**Project Name:** Oso Parkway Pavement Rehabilitation (Cabot to WCL)  
**Project Number:** 181

**Site Map**



PCI ave. 85

**Project Costs and Project Funding**

	2013-14	2014-15	2015-16	2016-17	2017-18	2018-19	Future	Total
<b>Project Costs:</b>								
Planning/Design							100,000	100,000
Admin/Inspection							150,000	150,000
Land Acquisition								-
Construction							1,500,000	1,500,000
Equipment								-
<b>Total Cost</b>	-	-	-	-	-	-	1,750,000	1,750,000
<b>Project Funding:</b>								
General Fund								-
Gas Tax								-
Measure M2 - Local Fair Share								-
Measure M2 - Competitive								-
CARITS								-
Capital Reserve Funds								-
STIP Federal Grant								-
Other - FCPP								-
Other								-
Unfunded							1,750,000	1,750,000
<b>Total Funding</b>	-	-	-	-	-	-	1,750,000	1,750,000

## City of Laguna Hills Capital Improvement Project

**Program:** Streets, Signals and Lighting

**Project Name:** Lake Forest Drive Pavement Rehabilitation

**Project No.:** 182



**Description:** Pavement rehabilitation of Lake Forest Drive from East City Limits to West City Limits. Work to include pavement removals/rehabilitation, curb and gutter repairs, sidewalk repairs, access ramp construction, asphalt concrete overlay, and striping. Project length: 6200 LF.

**Purpose / Justification:** Pavement maintenance.

**Other Agencies Involved:** None

**Outside Agencies/Entities Clearance or Coordination Needs:** A permit from Caltrans will be required for work at the intersection of Lake Forest/southbound I-5 offramp.

**Operating Budget Impact:** A net short term reduction of pavement maintenance should result from this project as the pavement life is extended through this project.

**Source of Cost Estimates:** Preliminary ☒ Based on Design ☐ Actual Bid ☐

**Schedule:** Future



**Project Name:** Lake Forest Drive Pavement Rehabilitation (ECL to WCL)  
**Project Number:** 182

**Site Map**



PCI ave. 82

**Project Costs and Project Funding**

	2013-14	2014-15	2015-16	2016-17	2017-18	2018-19	Future	Total
<b>Project Costs:</b>								
Planning/Design							75,000	75,000
Admin/Inspection							125,000	125,000
Land Acquisition								-
Construction							1,000,000	1,000,000
Equipment								-
<b>Total Cost</b>	-	-	-	-	-	-	1,200,000	1,200,000
<b>Project Funding:</b>								
General Fund								-
Gas Tax								-
Measure M2 - Local Fair Share								-
Measure M2 - Competitive								-
CARITS								-
Capital Reserve Funds								-
STIP Federal Grant								-
Other - FCPP								-
Other								-
Unfunded							1,200,000	1,200,000
<b>Total Funding</b>	-	-	-	-	-	-	1,200,000	1,200,000

## City of Laguna Hills Capital Improvement Project

**Program:** Streets, Signals and Lighting

**Project Name:** Avenida de la Carlota Pavement Rehabilitation

**Project No.:** 183



**Description:** Pavement rehabilitation of Avenida de la Carlota from El Toro Road to Los Aliso Boulevard. Work to include pavement removals/rehabilitation, curb and gutter repairs, sidewalk repairs, access ramp construction, asphalt concrete overlay, and striping. Project length: 3800 LF.

**Purpose / Justification:** Pavement maintenance.

**Other Agencies Involved:** None

**Outside Agencies/Entities Clearance or Coordination Needs:** None

**Operating Budget Impact:** A net short term reduction of pavement maintenance should result from this project as the pavement life is extended through this project.

**Source of Cost Estimates:** Preliminary ☒ Based on Design ☐ Actual Bid ☐

**Schedule:** Future



**Project Name:** Avenida Carlota Pavement Rehabilitation (El Toro Rd to Los Alisos Blvd)  
**Project Number:** 183

**Site Map**



PCI ave. 76

**Project Costs and Project Funding**

	2013-14	2014-15	2015-16	2016-17	2017-18	2018-19	Future	Total
<b>Project Costs:</b>								
Planning/Design							50,000	50,000
Admin/Inspection							75,000	75,000
Land Acquisition								-
Construction							700,000	700,000
Equipment								-
<b>Total Cost</b>	-	-	-	-	-	-	825,000	825,000
<b>Project Funding:</b>								
General Fund								-
Gas Tax								-
Measure M2 - Local Fair Share								-
Measure M2 - Competitive								-
CARITS								-
Capital Reserve Funds								-
STIP Federal Grant								-
Other - FCPP								-
Other								-
Unfunded							825,000	825,000
<b>Total Funding</b>	-	-	-	-	-	-	825,000	825,000

## City of Laguna Hills Capital Improvement Project

**Program:** Streets, Signals and Lighting

**Project Name:** La Paz Road Widening

**Project No.:** 184



**Description:** The widening of easterly bound La Paz Road from McIntyre Street to Cabot Road to add a third through lane. Right of way acquisition will be required.

**Purpose / Justification:** To accommodate projected traffic volumes and as recommended in the General Plan.

**Other Agencies Involved:** None

**Outside Agencies/Entities Clearance or Coordination Needs:** A permit from Caltrans will be required for work at the intersection of La Paz Road at Cabot Road.

**Operating Budget Impact:** A minor increase in pavement square footage will add to the City's pavement maintenance requirements over time.

**Source of Cost Estimates:** Preliminary ☒ Based on Design ☐ Actual Bid ☐

**Schedule:** Future

**Project Name:** La Paz Road Widening (McIntyre to Cabot)  
**Project Number:** 184

**Site Map**



**Project Costs and Project Funding**

	2013-14	2014-15	2015-16	2016-17	2017-18	2018-19	Future	Total
<b>Project Costs:</b>								
Planning/Design							100,000	100,000
Admin/Inspection							100,000	100,000
Land Acquisition							600,000	600,000
Construction							650,000	650,000
Equipment								-
<b>Total Cost</b>	-	-	-	-	-	-	1,450,000	1,450,000
<b>Project Funding:</b>								
General Fund								-
Gas Tax								-
Measure M2 - Local Fair Share								-
Measure M2 - Competitive								-
CARITS								-
Capital Reserve Funds								-
STIP Federal Grant								-
Other - FCPP								-
Other								-
Unfunded							1,450,000	1,450,000
<b>Total Funding</b>	-	-	-	-	-	-	1,450,000	1,450,000



## City of Laguna Hills Capital Improvement Project

**Program:** Streets, Signals and Lighting

**Project Name:** Replacement of Internally Illuminated Street Name Signs

**Project No.:** 185



**Description:** Replace antiquated fluorescent tube internally illuminated street name signs (ILSNS) with light emitting diode (LED) modern signs and update street names on all signs.

**Purpose / Justification:** Improve energy efficiency, reduce the frequency of lighting replacements, replace fading street name signs and update street names on all internally illuminated street name signs at the City's 47 traffic signal locations.

**Other Agencies Involved:** None

**Outside Agencies/Entities Clearance or Coordination Needs:** None

**Operating Budget Impact:** An approximate 85% reduction in energy costs associated with the ILSNS and a reduction in maintenance costs for light bulb replacements.

**Source of Cost Estimates:** Preliminary ☒ Based on Design ☐ Actual Bid ☐

**Schedule:** Future

**Project Name:** Replacement of Illuminated Street Name Signs at all Traffic Signal Locations  
**Project Number:** 185

[Site Map](#)

# PASEO DE VALENCIA

CITY OF LAGUNA HILLS

## Project Costs and Project Funding

	2013-14	2014-15	2015-16	2016-17	2017-18	2018-19	Future	Total
<b>Project Costs:</b>								
Planning/Design								-
Admin/Inspection								-
Land Acquisition								-
Construction							215,000	215,000
Equipment								-
<b>Total Cost</b>	-	-	-	-	-	-	215,000	215,000
<b>Project Funding:</b>								
General Fund								-
Gas Tax								-
Measure M2 - Local Fair Share								-
Measure M2 - Competitive								-
CARITS								-
Capital Reserve Funds								-
STIP Federal Grant								-
Other - City of Lake Forest								-
Other								-
Unfunded							215,000	215,000
<b>Total Funding</b>	-	-	-	-	-	-	215,000	215,000

## City of Laguna Hills Capital Improvement Project

**Program:** Streets, Signals and Lighting

**Project Name:** Streetlighting

**Project No.:** 186



**Description:** Augment existing residential street lighting in various locations.

**Purpose / Justification:** Improve lighting levels on residential streets based upon resident requests.

**Other Agencies Involved:** None

**Outside Agencies/Entities Clearance or Coordination Needs:** None

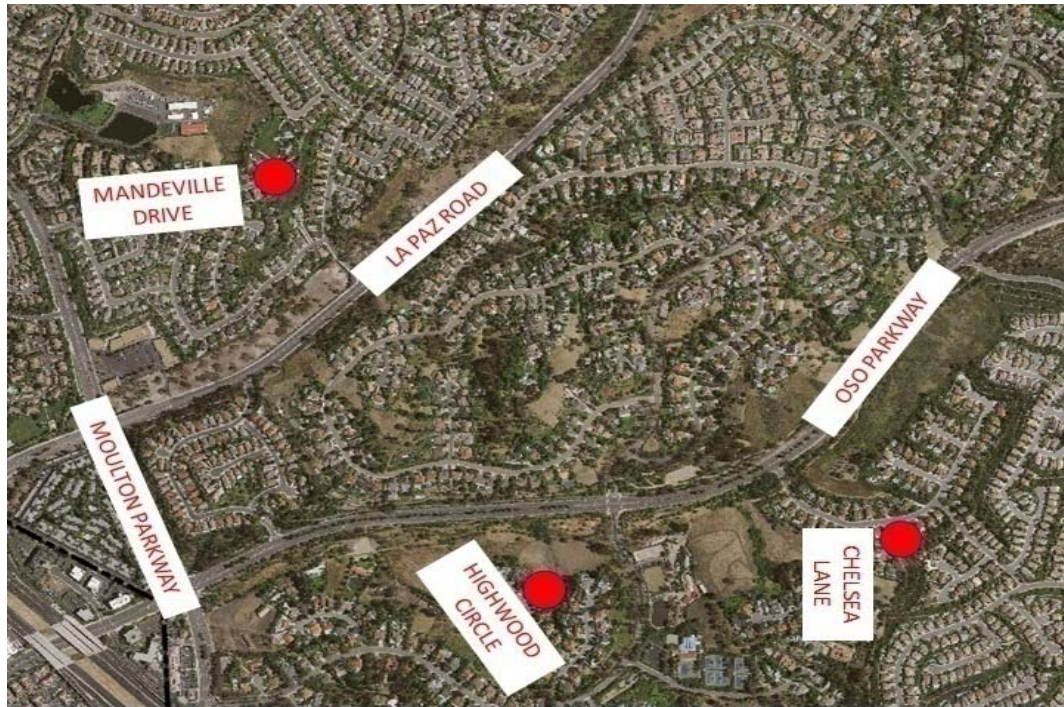
**Operating Budget Impact:** A small increase in annual electricity costs for street lighting depending upon the number of lights added in any one year.

**Source of Cost Estimates:** Preliminary ☒ Based on Design ☐ Actual Bid ☐

**Schedule:** Future

**Project Name:** Streetlighting  
**Project Number:** 186

**Site Map**



**Project Costs and Project Funding**

	2013-14	2014-15	2015-16	2016-17	2017-18	2018-19	Future	Total
<b>Project Costs:</b>								
Planning/Design								-
Admin/Inspection								-
Land Acquisition								-
Construction							50,000	50,000
Equipment								-
<b>Total Cost</b>	-	-	-	-	-	-	50,000	50,000
<b>Project Funding:</b>								
General Fund								-
Gas Tax								-
Measure M2 - Local Fair Share								-
Measure M2 - Competitive								-
CARITS								-
Capital Reserve Funds								-
STIP Federal Grant								-
Other								-
Other - Prop 1B								-
Unfunded							50,000	50,000
<b>Total Funding</b>	-	-	-	-	-	-	50,000	50,000

## City of Laguna Hills Capital Improvement Project

**Program:** Streets, Signals and Lighting

**Project Name:** Cabot Road Pavement Rehabilitation

**Project No.:** 187



**Description:** Pavement rehabilitation of Cabot Road in two locations: 1) South of Oso Parkway and 2) South of Rapid Falls Road. Work to include pavement removals/rehabilitation, curb and gutter repairs, sidewalk repairs, access ramp construction, asphalt concrete overlay, traffic loops and striping.

**Purpose / Justification:** Pavement maintenance.

**Other Agencies Involved:** None

**Outside Agencies/Entities Clearance or Coordination Needs:** None

**Operating Budget Impact:** A net short term reduction of pavement maintenance should result from this project as the pavement life is extended through this project.

**Source of Cost Estimates:** Preliminary ☒ Based on Design ☐ Actual Bid ☐

**Schedule:** Future



**Project Name:** Cabot Road Pavement Rehabilitation (South of Oso Parkway - two locations)

**Project Number:** 187

**Site Map**



PCI ave. 57

**Project Costs and Project Funding**

	2013-14	2014-15	2015-16	2016-17	2017-18	2018-19	Future	Total
<b>Project Costs:</b>								
Planning/Design							40,000	40,000
Admin/Inspection							40,000	40,000
Land Acquisition								-
Construction							845,000	845,000
Equipment								-
<b>Total Cost</b>	-	-	-	-	-	-	925,000	925,000
<b>Project Funding:</b>								
General Fund								-
Gas Tax								-
Measure M2 - Local Fair Share								-
Measure M2 - Competitive								-
CARITS								-
Capital Reserve Funds								-
STIP Federal Grant								-
Other - FCPP								-
Other								-
Unfunded							925,000	925,000

## City of Laguna Hills Capital Improvement Project

**Program:** Streets, Signals and Lighting

**Project Name:** Ridge Route Drive Pavement Rehabilitation

**Project No.:** 188



**Description:** Pavement rehabilitation of Ridge Route Drive from Santa Vittoria Drive to Moulton Parkway to include pavement removals/rehabilitation, curb and gutter repairs, access ramp construction, asphalt concrete overlay, striping and traffic loops.

**Purpose / Justification:** Pavement maintenance.

**Other Agencies Involved:** None

**Outside Agencies/Entities Clearance or Coordination Needs:** None

**Operating Budget Impact:** A net short term reduction of pavement maintenance should result from this project as the pavement life is extended through this project.

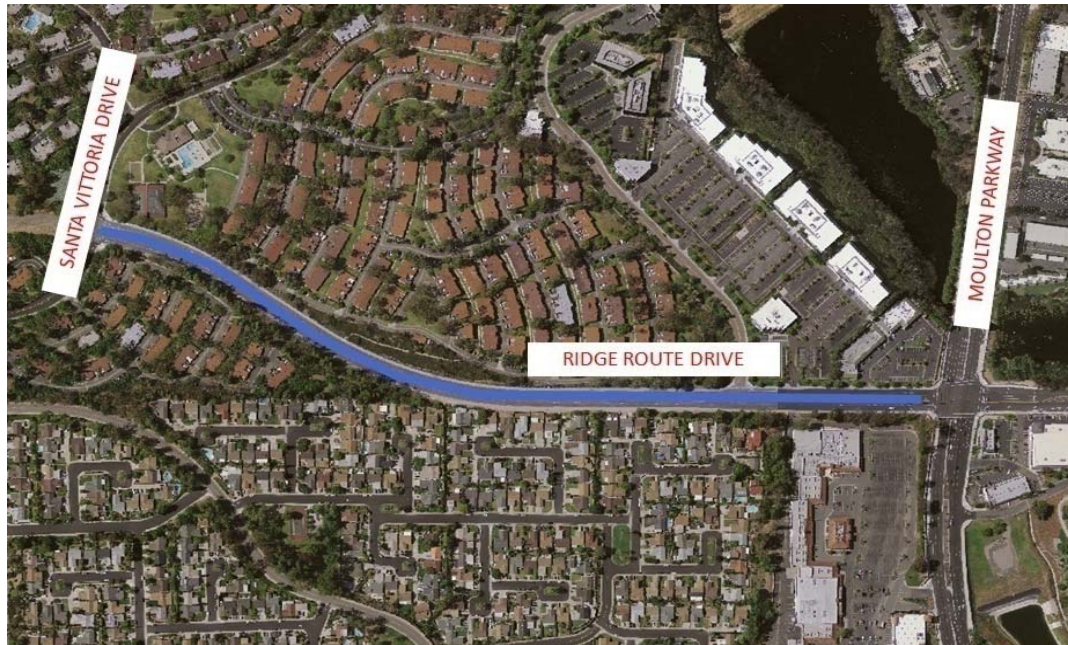
**Source of Cost Estimates:** Preliminary ☒ Based on Design ☐ Actual Bid ☐

**Schedule:** Future



**Project Name:** Ridge Route Pavement Rehabilitation - Moulton Parkway to Santa Vittoria Drive  
**Project Number:** 188

**Site Map**



PCI ave. 72

**Project Costs and Project Funding**

	2013-14	2014-15	2015-16	2016-17	2017-18	2018-19	Future	Total
<b>Project Costs:</b>								
Planning/Design							50,000	50,000
Admin/Inspection							50,000	50,000
Land Acquisition								-
Construction							600,000	600,000
Equipment								-
<b>Total Cost</b>	-	-	-	-	-	-	700,000	700,000
<b>Project Funding:</b>								
General Fund								-
Gas Tax								-
Measure M2 - Local Fair Share								-
Measure M2 - Competitive								-
CARITS								-
Capital Reserve Funds								-
STIP Federal Grant								-
Other - FCPP								-
Other								-
Unfunded							700,000	700,000

## City of Laguna Hills Capital Improvement Project

**Program:** Streets, Signals and Lighting

**Project Name:** Bridge Seal Coat – Laguna Hills Drive at Aliso Creek

**Project No.:** 189



**Description:** Sealing of bridge deck with Methylcrylate to fill cracks in the concrete surface to reduce water intrusion to rebar and to rehabilitate the bridge joints as recommended by a Caltrans Bridge Inspection Report.

**Purpose / Justification:** Maintenance for structure longevity

**Other Agencies Involved:** None

**Outside Agencies/Entities Clearance or Coordination Needs:** None

**Operating Budget Impact:** None

**Source of Cost Estimates:** Preliminary ☒ Based on Design ☐ Actual Bid ☐

**Schedule:** FY 2014-15

**Project Name:** Bridge Seal Coat - Laguna Hills Drive at Aliso Creek  
**Project Number:** 189

**Site Map**



**Project Costs and Project Funding**

	2013-14	2014-15	2015-16	2016-17	2017-18	2018-19	Future	Total
<b>Project Costs:</b>								
Planning/Design								-
Admin/Inspection								-
Land Acquisition								-
Construction		50,000						50,000
Equipment								-
<b>Total Cost</b>	-	50,000	-	-	-	-	-	50,000
<b>Project Funding:</b>								
General Fund		50,000						50,000
Gas Tax								-
Measure M2 - Local Fair Share								-
Measure M2 - Competitive								-
CARITS								-
Capital Reserve Funds								-
STIP Federal Grant								-
Other - FCPP								-
Other								-
Unfunded								-

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# **CAPITAL IMPROVEMENT PROJECTS**

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## **STREETSCAPE**

## City of Laguna Hills Capital Improvement Project

**Program:** Streetscape

**Project Name:** Alicia Median Islands Rehabilitation

**Project No.:** 301



**Description:** Rehabilitate the Alicia Parkway landscape median islands from Costeau Street to Paseo de Valencia to current City standards. Project length: 3700 LF.

**Purpose / Justification:** Rehabilitate existing landscaping and install City theme program. The replacement of the irrigation system and replacement of turf grass with shrubs beds and other plant material will reduce water consumption and water runoff, fertilizer use and pesticide use within this median island.

**Other Agencies Involved:** None

**Outside Agencies/Entities Clearance or Coordination Needs:** None

**Operating Budget Impact:** The elimination of turf grass reduces the City's landscape maintenance cost by approximately 20% per year with similar expectations in reduced water use.

**Source of Cost Estimates:** Preliminary ☒ Based on Design ☐ Actual Bid ☐

**Schedule:** Future



**Project Name:** Alicia Parkway Median Islands Landscape Rehabilitation  
**Project Number:** 301

**Site Map**



**Project Costs and Project Funding**

	2013-14	2014-15	2015-16	2016-17	2017-18	2018-19	Future	Total
<b>Project Costs:</b>								
Planning/Design							120,000	120,000
Admin/Inspection							80,000	80,000
Land Acquisition								-
Construction							785,000	785,000
Equipment								-
<b>Total Cost</b>	-	-	-	-	-	-	985,000	985,000
<b>Project Funding:</b>								
General Fund								-
Gas Tax								-
Measure M2 - Local Fair Share								-
Measure M2 - Competitive								-
CARITS								-
Capital Reserve Funds								-
STIP Federal Grant								-
Other								-
Other								-
Unfunded							985,000	985,000
<b>Total Funding</b>	-	-	-	-	-	-	985,000	985,000

## City of Laguna Hills Capital Improvement Project

**Program:** Streetscape  
**Project Name:** La Paz Road Median Islands  
**Project No.:** 305



**Description:** Construct new landscape median islands on La Paz Road from Moulton Parkway to Paseo de Valencia. Project length: 1.6 miles.

**Purpose / Justification:** To implement the citywide plan of landscape enhancements and positive traffic controls through the construction of raised and landscape median islands along all arterial highways. The sub-structure, conduits and drainage systems, for this median island were constructed at the time of the previous La Paz Road Pavement Rehabilitation Project.

**Other Agencies Involved:** None

**Outside Agencies/Entities Clearance or Coordination Needs:** None

**Operating Budget Impact:** The construction of a raised and landscape median island will reduce the square footage of asphalt concrete pavement that is maintained. However, approximately 110,000 sq. feet of additional landscaping area will be created resulting in an estimated annual landscape maintenance cost of \$4,000 and a utility cost of \$3,000.

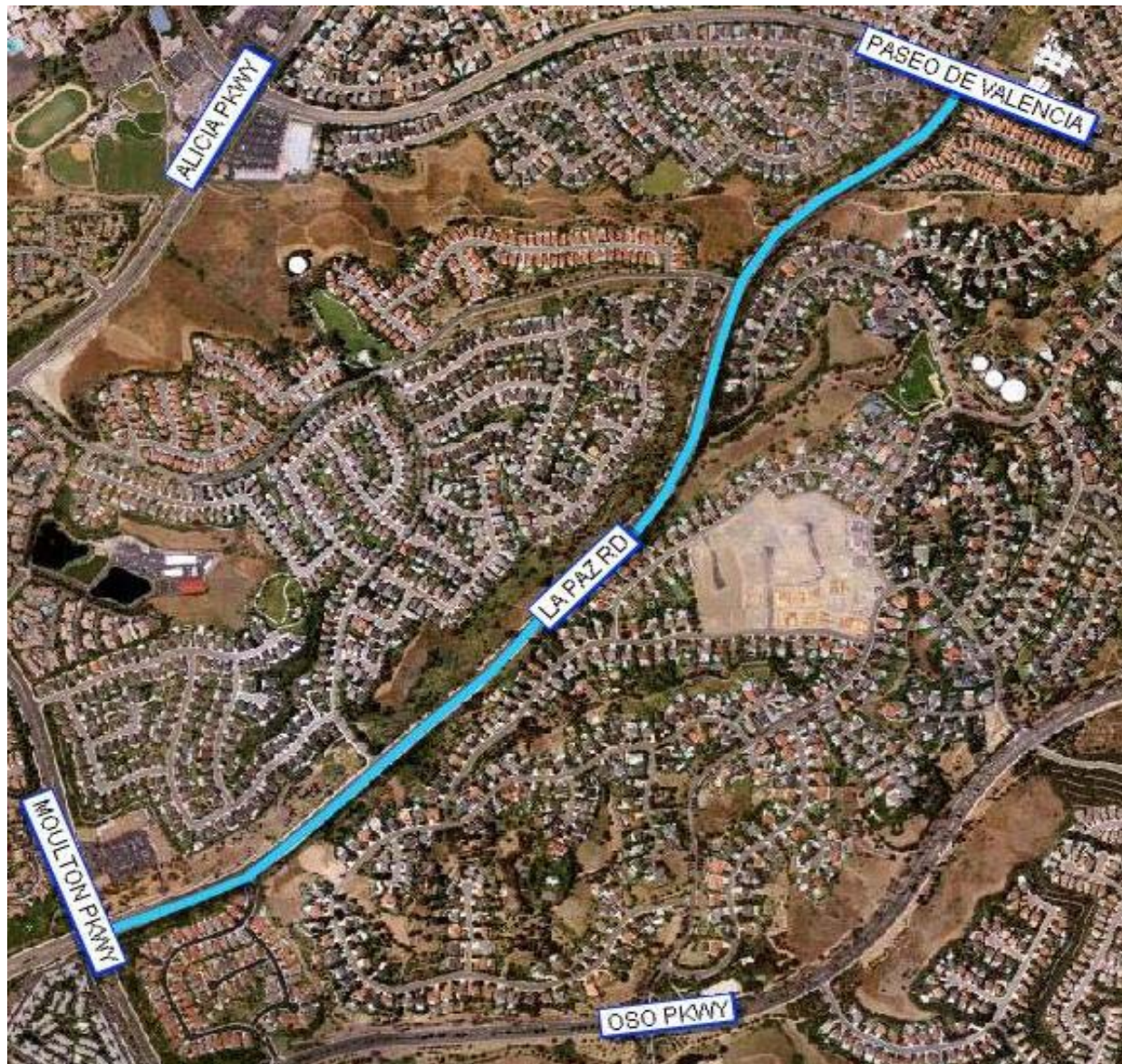
**Source of Cost Estimates:** Preliminary ☒ Based on Design ☐ Actual Bid ☐

**Schedule:** Future



**Project Name:** La Paz Median Islands  
**Project Number:** 305

**Site Map**



**Project Costs and Project Funding**

	2013-14	2014-15	2015-16	2016-17	2017-18	2018-19	Future	Total
<b>Project Costs:</b>								
Planning/Design							470,000	470,000
Admin/Inspection							315,000	315,000
Land Acquisition								-
Construction							3,105,000	3,105,000
Equipment								-
<b>Total Cost</b>	-	-	-	-	-	-	3,890,000	3,890,000
<b>Project Funding:</b>								
General Fund								-
Gas Tax								-
Measure M2 - Local Fair Share								-
Measure M2 - Competitive								-
CARITS								-
Capital Reserve Funds								-
STIP Federal Grant								-
Other								-
Unfunded							3,890,000	3,890,000
<b>Total Funding</b>	-	-	-	-	-	-	3,890,000	3,890,000

## City of Laguna Hills Capital Improvement Project

**Program:** Streetscape

**Project Name:** Entry Monuments

**Project No.:** 307



**Description:** Install City identification monuments at all major street entries. Originally, monuments at up to 15 locations were to be constructed.

**Purpose / Justification:** Community identification and enhancement. Entry Monuments have been constructed at: (1) Alicia/I-5, (2) La Paz/I-5, (3) Oso/I-5, (4) Moulton/Nellie Gail and (5) Moulton/Lake Forest. A proposed entry monument on (6) El Toro at I-5 has been replaced with the Urban Village Monumentation. The remaining locations are as follows: (7) Lake Forest @ I-5, (8) Santa Vittoria @ Lake Forest, (9) Moulton @ Santa Maria, (10) Moulton @ Glenwood, (11) Paseo de Valencia @ El Toro, (12) Los Alisos @ I-5, (13) Alicia @ Ramona, (14) La Paz @ I-73, and (15) Oso @ Moulton. Of the remaining nine locations, the sites most accessible for a monument at this time are at locations 7, 8 (relocated onto Lake Forest at Santa Vittoria), 13, 14 and 15. These five locations are recommended for implementation.

**Other Agencies Involved:** None

**Outside Agencies/Entities Clearance or Coordination Needs:** None

**Operating Budget Impact:** Very minor additional landscape maintenance and electrical costs.

**Source of Cost Estimates:** Preliminary ☒ Based on Design ☐ Actual Bid ☐

**Schedule:** Future



**Project Name:** Entry Monuments  
**Project Number:** 307

[Site Map](#)



#### **Project Costs and Project Funding**

	2013-14	2014-15	2015-16	2016-17	2017-18	2018-19	Future	Total
<b>Project Costs:</b>								
Planning/Design							60,000	60,000
Admin/Inspection							40,000	40,000
Land Acquisition								-
Construction							400,000	400,000
Equipment								-
<b>Total Cost</b>	-	-	-	-	-	-	500,000	500,000
<b>Project Funding:</b>								
General Fund								-
Gas Tax								-
Measure M2 - Local Fair Share								-
Measure M2 - Competitive								-
CARITS								-
Capital Reserve Funds								-
STIP Federal Grant								-
Other								-
Other								-
Unfunded							500,000	500,000
<b>Total Funding</b>	-	-	-	-	-	-	500,000	500,000

## City of Laguna Hills Capital Improvement Project

**Program:** Streetscape  
**Project Name:** PDV Median Island Rehabilitation  
**Project No.:** 312



**Description:** Relandscaping of Paseo de Valencia median island from Laguna Hills Drive to El Toro Road. Project length: 1.5 miles.

**Purpose / Justification:** To replace and improve existing landscaping to the City standard, upgrade the irrigation system, remove turf and install shrub beds and other landscaping. The reduction in turf grass will reduce water demands, water runoff, fertilizer and pesticide use. This project can be incorporated into the phases of widening Paseo de Valencia per CIP No. 145.

**Other Agencies Involved:** None

**Outside Agencies/Entities Clearance or Coordination Needs:** None

**Operating Budget Impact:** The removal of turf grass from the median islands will result in a 20% reduction in landscape maintenance and utility costs.

**Source of Cost Estimates:** Preliminary ☒ Based on Design ☐ Actual Bid ☐

**Schedule:** Future

**Project Name:** Paseo de Valencia Median Island Rehabilitation  
**Project Number:** 312

**Site Map**



**Project Costs and Project Funding**

	2013-14	2014-15	2015-16	2016-17	2017-18	2018-19	Future	Total
<b>Project Costs:</b>								
Planning/Design							405,000	405,000
Admin/Inspection							270,000	270,000
Land Acquisition								-
Construction							2,700,000	2,700,000
Equipment								-
<b>Total Cost</b>	-	-	-	-	-	-	3,375,000	3,375,000
<b>Project Funding:</b>								
General Fund								-
Gas Tax								-
Measure M2 - Local Fair Share								-
Measure M2 - Competitive								-
CARITS								-
Capital Reserve Funds								-
STIP Federal Grant								-
Other								-
Unfunded							3,375,000	3,375,000
<b>Total Funding</b>	-	-	-	-	-	-	3,375,000	3,375,000



## City of Laguna Hills Capital Improvement Project

**Program:** Streetscape  
**Project Name:** Paseo de Valencia Median Islands  
**Project No.:** 314



**Description:** Construction of a new raised and landscaped median island along Paseo de Valencia from Alicia Parkway to La Paz Road. Project length: 4,700 linear feet.

**Purpose / Justification:** To implement the citywide plan of landscape enhancements and positive traffic controls through the construction of raised and landscape median islands along all arterial highways. The sub-structure, conduits and drainage systems, for this median island were constructed at the time of the previous Paseo de Valencia Pavement Rehabilitation Project.

**Other Agencies Involved:** None

**Outside Agencies/Entities Clearance or Coordination Needs:** None

**Operating Budget Impact:** This project will increase the landscape area by 61,000 square feet resulting in an annual landscape maintenance cost increase of \$2,000 and a utility cost increase of \$1,500.

**Source of Cost Estimates:** Preliminary ☒ Based on Design ☐ Actual Bid ☐

**Schedule:** Future



**Project Name:** Paseo de Valencia Median Islands  
**Project Number:** 314

**Site Map**



**Project Costs and Project Funding**

	2013-14	2014-15	2015-16	2016-17	2017-18	2018-19	Future	Total
<b>Project Costs:</b>								
Planning/Design							100,000	100,000
Admin/Inspection							75,000	75,000
Land Acquisition								-
Construction							1,250,000	1,250,000
Equipment								-
<b>Total Cost</b>	-	-	-	-	-	-	1,425,000	1,425,000
<b>Project Funding:</b>								
General Fund								-
Gas Tax								-
Measure M2 - Local Fair Share								-
Measure M2 - Competitive								-
CARITS								-
Capital Reserve Funds								-
STIP Federal Grant								-
Other								-
Unfunded							1,425,000	1,425,000
<b>Total Funding</b>	-	-	-	-	-	-	1,425,000	1,425,000

## City of Laguna Hills Capital Improvement Project

**Program:** Streetscape  
**Project Name:** Oso Median Island Rehabilitation  
**Project No.:** 315



**Description:** Rehabilitate the existing landscape median island along Oso Parkway between Bridlewood Drive to West Haven Drive (easterly of Moulton Parkway). Project length: 1.2 miles.

**Purpose / Justification:** Rehabilitate existing landscaping and install City theme program. The replacement of turf grass with shrubs beds and other plant material will reduce water consumption and water runoff, fertilizer use and pesticide use within this median island.

**Other Agencies Involved:** None

**Outside Agencies/Entities Clearance or Coordination Needs:** None

**Operating Budget Impact:** The elimination of turf grass reduces the City's landscape maintenance cost by approximately 20% per year with similar expectations in reduced water use.

**Source of Cost Estimates:** Preliminary ☒ Based on Design ☐ Actual Bid ☐

**Schedule:** Future

**Project Name:** Rehabilitation of Oso Median Islands  
**Project Number:** 315

**Site Map**



**Project Costs and Project Funding**

	2013-14	2014-15	2015-16	2016-17	2017-18	2018-19	Future	Total
<b>Project Costs:</b>								
Planning/Design							150,000	150,000
Admin/Inspection							100,000	100,000
Land Acquisition								-
Construction							2,200,000	2,200,000
Equipment								-
<b>Total Cost</b>	-	-	-	-	-	-	2,450,000	2,450,000
<b>Project Funding:</b>								
General Fund								-
Gas Tax								-
Measure M2 - Local Fair Share								-
Measure M2 - Competitive								-
CARITS								-
Capital Reserve Funds								-
STIP Federal Grant								-
Other								-
Other								-
Unfunded							2,450,000	2,450,000
<b>Total Funding</b>	-	-	-	-	-	-	2,450,000	2,450,000

## City of Laguna Hills Capital Improvement Project

**Program:** Streetscape  
**Project Name:** Alicia Parkway Southside Slope  
**Project No.:** 319



**Description:** Renovate private slope landscaping on the southside of Alicia Parkway from Costeau Street to Paseo de Valencia to City landscape standards. A landscape easement would need to be acquired from all property owners. This project is suitable for the formation of a Landscape Maintenance Assessment District.

**Purpose / Justification:** Scenic corridor improvement subject to conversion of slope to public property and development of a funding source. The project area consists of approximately 136,000 sq. ft..

**Other Agencies Involved:** None

**Outside Agencies/Entities Clearance or Coordination Needs:** Property owners.

**Operating Budget Impact:** This project would result in annual landscape maintenance cost increase of \$4,000 and an annual utility cost increase of \$3,000.

**Source of Cost Estimates:** Preliminary ☐ Based on Design ☐ Actual Bid ☐

**Schedule:** Future



**Project Name:** Alicia Parkway South Side Slope  
**Project Number:** 319

**Site Map**



**Project Costs and Project Funding**

	2013-14	2014-15	2015-16	2016-17	2017-18	2018-19	Future	Total
<b>Project Costs:</b>								
Planning/Design							100,000	100,000
Admin/Inspection							75,000	75,000
Land Acquisition								-
Construction							975,000	975,000
Equipment								-
<b>Total Cost</b>	-	-	-	-	-	-	1,150,000	1,150,000
<b>Project Funding:</b>								
General Fund								-
Gas Tax								-
Measure M2 - Local Fair Share								-
Measure M2 - Competitive								-
CARITS								-
Capital Reserve Funds								-
STIP Federal Grant								-
Other								-
Other								-
Unfunded							1,150,000	1,150,000
<b>Total Funding</b>	-	-	-	-	-	-	1,150,000	1,150,000

## City of Laguna Hills Capital Improvement Project

**Program:** Streetscape  
**Project Name:** Paseo de Valencia Eastside Slope  
**Project No.:** 321



**Description:** Renovate private slope landscaping on eastside on Paseo de Valencia from Alicia to Ericson to City landscape standards. A landscape easement will need to be acquired from all property owners. This project is suitable for the formation of a Landscape Maintenance Assessment District.

**Purpose / Justification:** Scenic corridor improvements subject to conversion of slope to public property and development of a funding source. The area consists of approximately 90,000 sq. ft.

**Other Agencies Involved:** None

**Outside Agencies/Entities Clearance or Coordination Needs:** Property owners.

**Operating Budget Impact:** This project would result in annual landscape maintenance cost increase of \$3,000 and an annual utility cost increase of \$2,500.

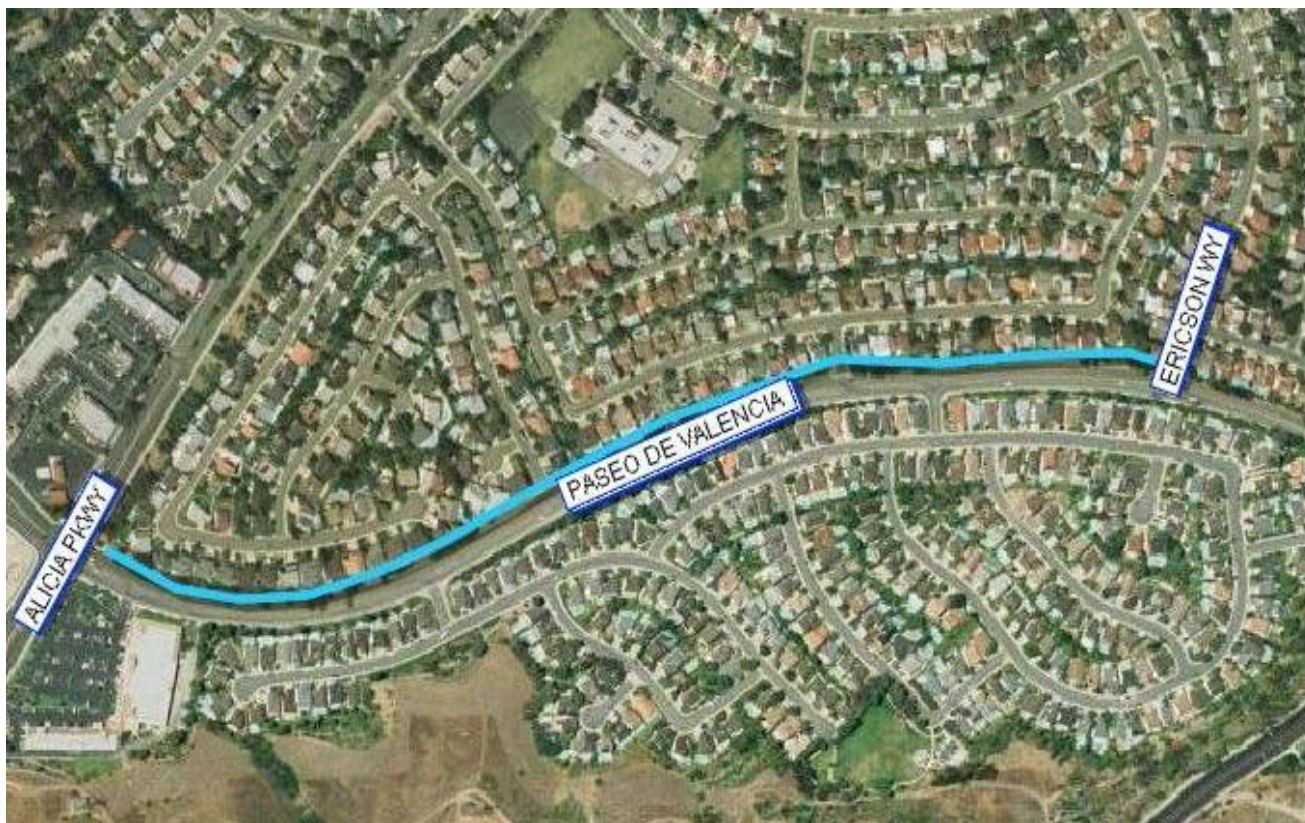
**Source of Cost Estimates:** Preliminary ☒ Based on Design ☐ Actual Bid ☐

**Schedule:** Future



**Project Name:** Paseo de Valencia East Side Slope  
**Project Number:** 321

**Site Map**



**Project Costs and Project Funding**

	2013-14	2014-15	2015-16	2016-17	2017-18	2018-19	Future	Total
<b>Project Costs:</b>								
Planning/Design							100,000	100,000
Admin/Inspection							75,000	75,000
Land Acquisition								-
Construction							650,000	650,000
Equipment								-
<b>Total Cost</b>	-	-	-	-	-	-	825,000	825,000
<b>Project Funding:</b>								
General Fund								-
Gas Tax								-
Measure M2 - Local Fair Share								-
Measure M2 - Competitive								-
CARITS								-
Capital Reserve Funds								-
STIP Federal Grant								-
Other								-
Other								-
Unfunded							825,000	825,000
<b>Total Funding</b>	-	-	-	-	-	-	825,000	825,000

## City of Laguna Hills Capital Improvement Project

**Program:** Streetscape

**Project Name:** Rehabilitation of Moulton Parkway Median Island

**Project No.:** 322



**Description:** Replace the existing landscape and irrigation system to the City standards in the Moulton Parkway median island from Via Lomas to 600' n/o Glenwood. Project length: 1.0 miles.

**Purpose / Justification:** Upgrade old turf and olive tree landscaping to City Standards. Improve irrigation efficiency and reduce landscape maintenance. Installation of shrub beds and other landscaping will reduce water consumption, water runoff, fertilization and pesticide use.

**Other Agencies Involved:** None

**Outside Agencies/Entities Clearance or Coordination Needs:** Coordination will be required with the Aliso Viejo Community Association as they currently maintain this area.

**Operating Budget Impact:** Increase in the City's landscape maintenance costs of approximately \$7,000 and utility costs of approximately \$1,000 per year.

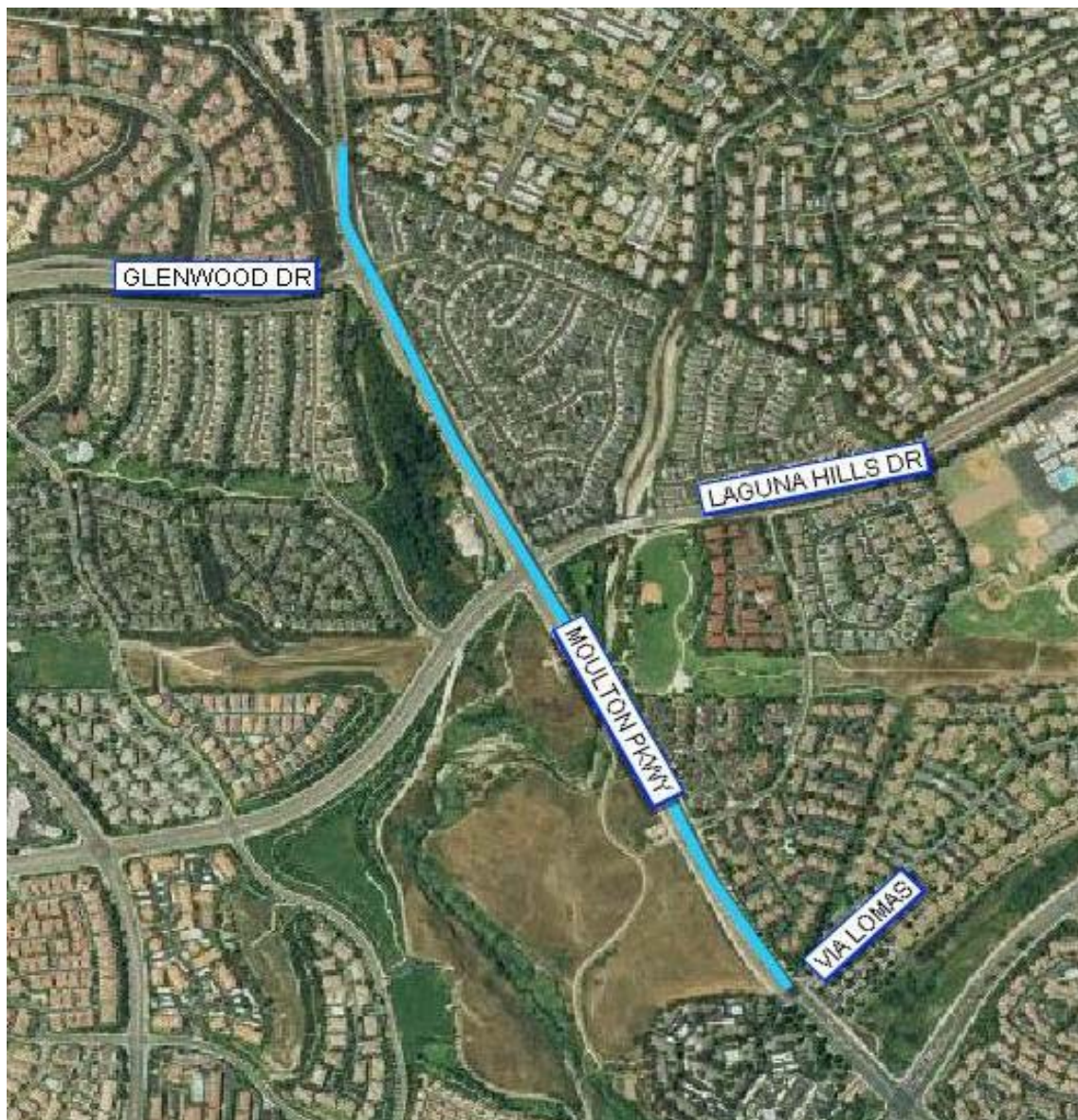
**Source of Cost Estimates:** Preliminary ☒ Based on Design ☐ Actual Bid ☐

**Schedule:** Future



**Project Name:** Rehabilitation of Moulton Median Island  
**Project Number:** 322

**Site Map**



**Project Costs and Project Funding**

	2013-14	2014-15	2015-16	2016-17	2017-18	2018-19	Future	Total
<b>Project Costs:</b>								
Planning/Design							100,000	100,000
Admin/Inspection							50,000	50,000
Land Acquisition								-
Construction							1,500,000	1,500,000
Equipment								-
<b>Total Cost</b>	-	-	-	-	-	-	1,650,000	1,650,000
<b>Project Funding:</b>								
General Fund								-
Gas Tax								-
Measure M2 - Local Fair Share								-
Measure M2 - Competitive								-
CARITS								-
Capital Reserve Funds								-
STIP Federal Grant								-
Other								-
Other								-
Unfunded							1,650,000	1,650,000
<b>Total Funding</b>	-	-	-	-	-	-	1,650,000	1,650,000

## City of Laguna Hills Capital Improvement Project

**Program:** Streetscape

**Project Name:** Rehabilitation of Laguna Hills Drive Median island

**Project No.:** 323



**Description:** Replace the existing landscape and irrigation system to the City standards in the Laguna Hills Drive Median island from Moulton Parkway to 800' e/o Indian Hill Lane. Project length: 1,900 LF.

**Purpose / Justification:** Upgrade existing landscaping to City Standards. Improve irrigation efficiency and aesthetic value of this landscape feature.

**Other Agencies Involved:** None

**Outside Agencies/Entities Clearance or Coordination Needs:** Coordination will be required with the Aliso Viejo Community Association as they currently maintain this area.

**Operating Budget Impact:** Increase in the City's landscape maintenance costs of approximately \$3,000 and utility costs of approximately \$500 per year.

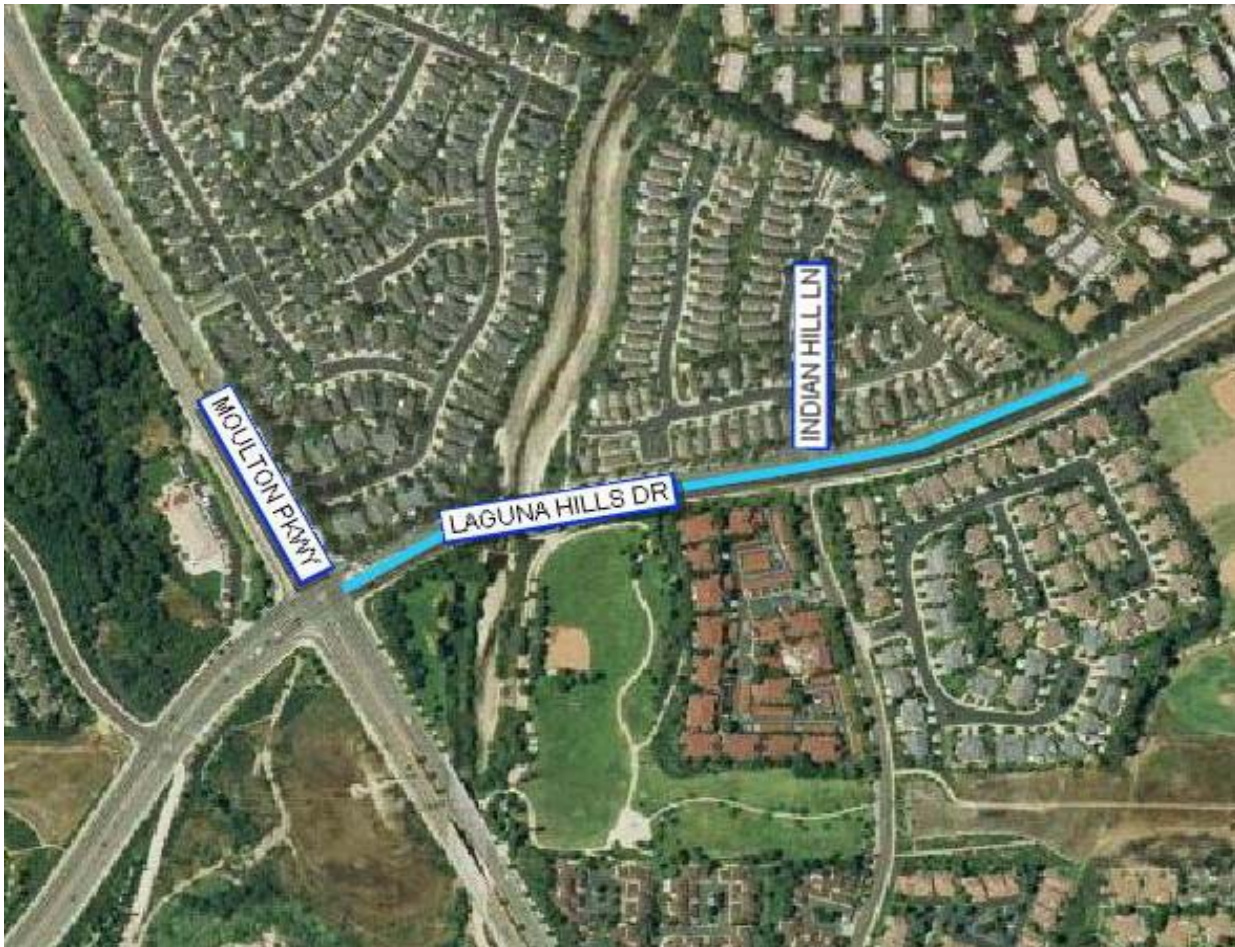
**Source of Cost Estimates:** Preliminary ☐ Based on Design ☐ Actual Bid ☐

**Schedule:** Future



**Project Name:** Rehabilitation of Laguna Hills Drive Median Island  
**Project Number:** 323

**Site Map**



**Project Costs and Project Funding**

	2013-14	2014-15	2015-16	2016-17	2017-18	2018-19	Future	Total
<b>Project Costs:</b>								
Planning/Design							50,000	50,000
Admin/Inspection							30,000	30,000
Land Acquisition								-
Construction							595,000	595,000
Equipment								-
<b>Total Cost</b>	-	-	-	-	-	-	675,000	675,000
<b>Project Funding:</b>								
General Fund								-
Gas Tax								-
Measure M2 - Local Fair Share								-
Measure M2 - Competitive								-
CARITS								-
Capital Reserve Funds								-
STIP Federal Grant								-
Other								-
Other								-
Unfunded							675,000	675,000
<b>Total Funding</b>	-	-	-	-	-	-	675,000	675,000

## City of Laguna Hills Capital Improvement Project

**Program:** Streetscape  
**Project Name:** Rehabilitation of La Paz Median Island  
**Project No.:** 324



**Description:** Replace the existing landscape and irrigation system to the City standards in the La Paz Road median island from McIntyre Street to Paseo de Valencia. Project length: 1,800 LF.

**Purpose / Justification:** Upgrade old turf landscaping to City standards. Improve irrigation efficiency and reduce landscape maintenance. The replacement of turf with shrub beds and other landscaping will reduce water consumption, water runoff, fertilizer and pesticide use.

**Other Agencies Involved:** None

**Outside Agencies/Entities Clearance or Coordination Needs:** None

**Operating Budget Impact:** The elimination of turf grass reduces the City's landscape maintenance cost of this 23,000 sf landscape area by approximately 20% per year with similar expectations in reduced water use.

**Source of Cost Estimates:** Preliminary ☒ Based on Design ☐ Actual Bid ☐

**Schedule:** Future



**Project Name:** Rehabilitation of La Paz Median Island  
**Project Number:** 324

**Site Map**



**Project Costs and Project Funding**

	2013-14	2014-15	2015-16	2016-17	2017-18	2018-19	Future	Total
<b>Project Costs:</b>								
Planning/Design							50,000	50,000
Admin/Inspection							25,000	25,000
Land Acquisition								-
Construction							450,000	450,000
Equipment								-
<b>Total Cost</b>	-	-	-	-	-	-	525,000	525,000
<b>Project Funding:</b>								
General Fund								-
Gas Tax								-
Measure M2 - Local Fair Share								-
Measure M2 - Competitive								-
CARITS								-
Capital Reserve Funds								-
STIP Federal Grant								-
Other								-
Other								-
Unfunded							525,000	525,000
<b>Total Funding</b>	-	-	-	-	-	-	525,000	525,000

## City of Laguna Hills Capital Improvement Project

**Program:** Streetscape  
**Project Name:** Ridge Route Drive Median Islands  
**Project No.:** 325



**Description:** Construct new landscape median islands per arterial standards and City landscape guidelines along Ridge Route Drive from Santa Vittoria Drive to Moulton Parkway. Project length: 3,100 LF.

**Purpose / Justification:** To implement the citywide plan of landscape enhancements and positive traffic controls through the construction of raised and landscape median islands along all arterial highways.

**Other Agencies Involved:** None

**Outside Agencies/Entities Clearance or Coordination Needs:** None

**Operating Budget Impact:** The addition of this median island will add 40,000 square feet of landscaping resulting in an estimated increase of annual landscape maintenance costs of \$5,000 and utility costs of \$1000.

**Source of Cost Estimates:** Preliminary ☒ Based on Design ☐ Actual Bid ☐

**Schedule:** Future

**Project Name:** Ridge Route Median Islands - Santa Vittoria to Moulton Pkwy  
**Project Number:** 325

**Site Map**



**Project Costs and Project Funding**

	2013-14	2014-15	2015-16	2016-17	2017-18	2018-19	Future	Total
<b>Project Costs:</b>								
Planning/Design							100,000	100,000
Admin/Inspection							75,000	75,000
Land Acquisition								-
Construction							1,000,000	1,000,000
Equipment								-
<b>Total Cost</b>	-	-	-	-	-	-	1,175,000	1,175,000
<b>Project Funding:</b>								
General Fund								-
Gas Tax								-
Measure M2 - Local Fair Share								-
Measure M2 - Competitive								-
CARITS								-
Capital Reserve Funds								-
STIP Federal Grant								-
Other								-
Other								-
Unfunded							1,175,000	1,175,000
<b>Total Funding</b>	-	-	-	-	-	-	1,175,000	1,175,000



## City of Laguna Hills Capital Improvement Project

**Program:** Streetscape  
**Project Name:** Laguna Hills Drive Median Island  
**Project No.:** 326



**Description:** Construct landscaping within the vacant median island on Laguna Hills Drive from Paseo de Valencia to 800' e/o Indian Hill Lane per City Landscape Guidelines. Project length: 1,900 LF.

**Purpose / Justification:** To implement the citywide plan of landscape enhancements along all arterial highways. The sub-structure, conduits, drainage system and curbing for this median island were constructed at the time of the previous Laguna Hills Drive Pavement Rehabilitation Project.

**Other Agencies Involved:** None

**Outside Agencies/Entities Clearance or Coordination Needs:** None

**Operating Budget Impact:** The addition of the landscaping in this median island will add 25,000 square feet of landscaping resulting in an estimated increase of annual landscape maintenance costs of \$3,000 and utility costs of \$1,000.

**Source of Cost Estimates:** Preliminary ☒ Based on Design ☐ Actual Bid ☐

**Schedule:** Design and construct in FY 2016/17



**Project Name:** Laguna Hills Drive Median Islands and North Parkway  
**Project Number:** 326

**Site Map**



**Project Costs and Project Funding**

	2013-14	2014-15	2015-16	2016-17	2017-18	2018-19	Future	Total
<b>Project Costs:</b>								
Planning/Design				65,000				65,000
Admin/Inspection				45,000				45,000
Land Acquisition								-
Construction				430,000				430,000
Equipment								-
<b>Total Cost</b>	-	-	-	540,000	-	-	-	540,000
<b>Project Funding:</b>								
General Fund				540,000				540,000
Gas Tax								-
Measure M2 - Local Fair Share								-
Measure M2 - Competitive								-
CARITS								-
Capital Reserve Funds								-
STIP Federal Grant								-
Other								-
Other								-
Unfunded								-
<b>Total Funding</b>	-	-	-	540,000	-	-	-	540,000

## City of Laguna Hills Capital Improvement Project

**Program:** Streetscape

**Project Name:** Alicia Parkway and Paseo de Valencia Street Tree Program

**Project No.:** 330



**Description:** Development of tree wells within the existing sidewalks for street tree and irrigation installation along the southerly side of Alicia Parkway from Costeau Street to Paseo de Valencia and on the easterly side of Paseo de Valencia from Alicia Parkway to La Paz Road. This is an urban reforestation and streetscape improvement project. Tree wells would be developed at approximate 40 foot intervals resulting in approximately 70 trees on Alicia Parkway and 100 trees on Paseo de Valencia.

**Purpose / Justification:** To add landscape improvement along major arterial highways at locations that the City does not control the adjacent private slope areas.

**Other Agencies Involved:** None

**Outside Agencies/Entities Clearance or Coordination Needs:** None

**Operating Budget Impact:** The landscape improvements within this area will require new resources for tree maintenance and irrigation. Irrigation is estimated at \$1000 per year and tree maintenance is estimated at \$1500 per year.

**Source of Cost Estimates:** Preliminary ☒ Based on Design ☐ Actual Bid ☐

**Schedule:** Future



**Project Name:** Alicia Pkwy & Paseo de Valencia Street Tree Program  
**Project Number:** 330

**Site Map**



**Project Costs and Project Funding**

	2013-14	2014-15	2015-16	2016-17	2017-18	2018-19	Future	Total
<b>Project Costs:</b>								
Planning/Design							50,000	50,000
Admin/Inspection							25,000	25,000
Land Acquisition								-
Construction							450,000	450,000
Equipment								-
<b>Total Cost</b>	-	-	-	-	-	-	525,000	525,000
<b>Project Funding:</b>								
General Fund								-
Gas Tax								-
Measure M2 - Local Fair Share								-
Measure M2 - Competitive								-
CARITS								-
Capital Reserve Funds								-
STIP Federal Grant								-
Other								-
Unfunded							525,000	525,000
<b>Total Funding</b>	-	-	-	-	-	-	525,000	525,000

## City of Laguna Hills Capital Improvement Project

**Program:** Streetscape  
**Project Name:** Synthetic Landscape Turf  
**Project No.:** 331



**Description:** Convert 16 median islands from natural turf to synthetic turf.

**Purpose / Justification:** Enhance appearance and reduce maintenance.

**Other Agencies Involved:** None

**Outside Agencies/Entities Clearance or Coordination Needs:** None

**Operating Budget Impact:** Reduce annual landscape maintenance costs by \$3,000 and utility costs by \$1,800.

**Source of Cost Estimates:** Preliminary ☒ Based on Design ☐ Actual Bid ☐

**Schedule:** Future





## City of Laguna Hills Capital Improvement Project

**Program:** Streetscape  
**Project Name:** I-5/Aliso Creek Soundwall North  
**Project No.:** 332



**Description:** The construction of noise barrier walls between Los Alisos Boulevard and Aliso Creek adjacent to noise impacted residential properties to reduce freeway traffic noise.

**Purpose / Justification:** To address I-5 noise generation resultant from the 1992-1994 I-5 widening project and per the OCTA Noise Barrier Retrofit Program. The future widening of I-5 will consider this project need.

**Other Agencies Involved:** OCTA

**Outside Agencies/Entities Clearance or Coordination Needs:** OCTA. The area residents previously rejected the sound walls if they were placed on their property lines.

**Operating Budget Impact:** None

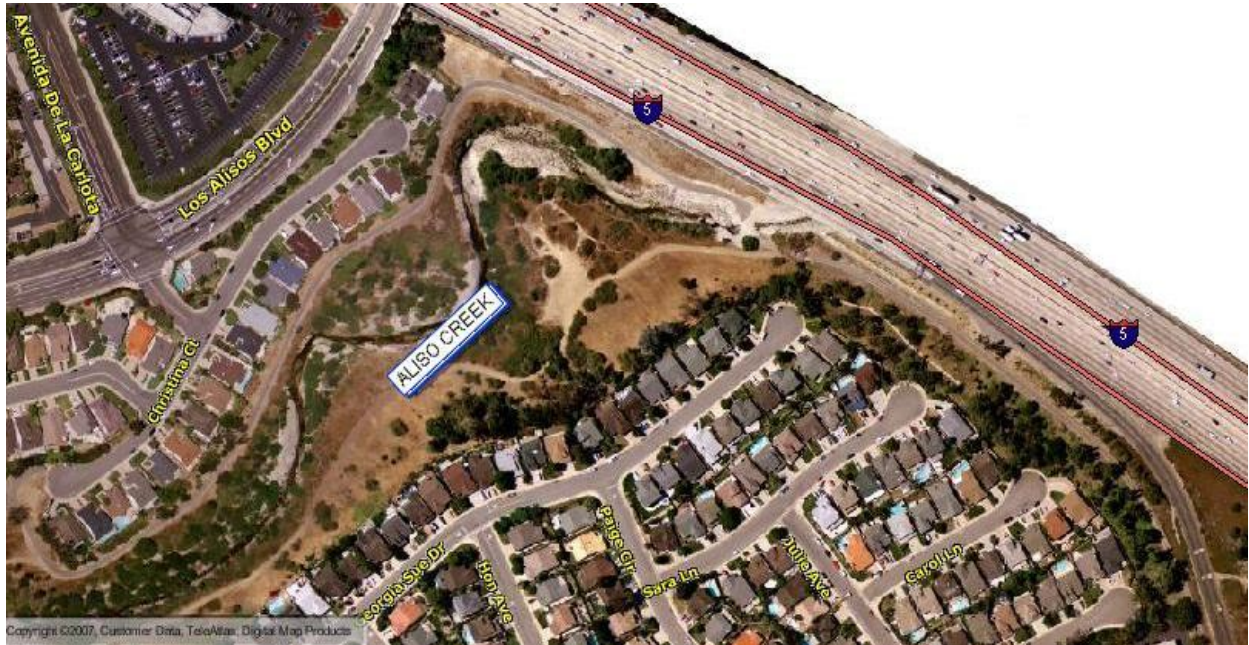
**Source of Cost Estimates:** Preliminary ☐ Based on Design ☒ Actual Bid ☐

**Schedule:** Future



**Project Name:** I-5 Fwy/North Aliso Creek Soundwall North  
**Project Number:** 332

**Site Map**



**Project Costs and Project Funding**

	2013-14	2014-15	2015-16	2016-17	2017-18	2018-19	Future	Total
<b>Project Costs:</b>								
Planning/Design							150,000	150,000
Admin/Inspection							75,000	75,000
Land Acquisition								-
Construction							1,500,000	1,500,000
Equipment								-
<b>Total Cost</b>	-	-	-	-	-	-	1,725,000	1,725,000
<b>Project Funding:</b>								
General Fund								-
Gas Tax								-
Measure M2 - Local Fair Share								-
Measure M2 - Competitive								-
CARITS								-
Capital Reserve Funds								-
STIP Federal Grant								-
Other								-
Unfunded							1,725,000	1,725,000
<b>Total Funding</b>	-	-	-	-	-	-	1,725,000	1,725,000

## City of Laguna Hills Capital Improvement Project

**Program:** Streetscape  
**Project Name:** Ridge Route Drive Median Island  
**Project No.:** 333



**Description:** The construction of new raised and landscaped median islands on Ridge Route Drive from Moulton Parkway to Avenida de la Carlota. Project length: 0.9 miles.

**Purpose / Justification:** To implement the citywide plan of landscape enhancements and positive traffic controls through the construction of raised and landscape median islands along all arterial highways.

**Other Agencies Involved:** City of Laguna Woods. This project cannot be constructed until there is full widening of Ridge Route Drive.

**Outside Agencies/Entities Clearance or Coordination Needs:** City of Laguna Woods

**Operating Budget Impact:** The landscape median island would add approximately 61,000 sf of new area resulting in an annual landscape maintenance cost of \$7000 and a utility cost of \$2,000. It is expected these costs would be equally split with the City of Laguna Woods.

**Source of Cost Estimates:** Preliminary ☒ Based on Design ☐ Actual Bid ☐

**Schedule:** Future



**Project Name:** Ridge Route Medians - Moulton Pkwy to Avenida de la Carlota  
**Project Number:** 333

**Site Map**



**Project Costs and Project Funding**

	2013-14	2014-15	2015-16	2016-17	2017-18	2018-19	Future	Total
<b>Project Costs:</b>								
Planning/Design							100,000	100,000
Admin/Inspection							75,000	75,000
Land Acquisition								-
Construction							1,525,000	1,525,000
Equipment								-
<b>Total Cost</b>	-	-	-	-	-	-	1,700,000	1,700,000
<b>Project Funding:</b>								
General Fund								-
Gas Tax								-
Measure M2 - Local Fair Share								-
Measure M2 - Competitive								-
CARITS								-
Capital Reserve Funds								-
STIP Federal Grant								-
Other								-
Other								-
Unfunded							1,700,000	1,700,000
<b>Total Funding</b>	-	-	-	-	-	-	1,700,000	1,700,000

## City of Laguna Hills Capital Improvement Project

**Program:** Streetscape

**Project Name:** Aliso Hills Drive Northside Down Slope

**Project No.:** 334



**Description:** This project is a subset of the Aliso Hills Area\* landscape renovation projects. This is Project area “B” of the Aliso Hills project area. The other project areas have either been improved or separately budgeted.

**Purpose / Justification:** Replace antiquated irrigation systems and marginal landscape materials for improved aesthetics, water conservation and community satisfaction.

**Other Agencies Involved:** None

**Outside Agencies/Entities Clearance or Coordination Needs:** None

**Operating Budget Impact:** These areas are already incorporated into the landscape maintenance services budget. Improvements, however, will likely require a higher frequency of maintenance at an added incremental cost and will balance against reduced costs for efficient irrigation.

**Source of Cost Estimates:** Preliminary ☒ Based on Design ☐ Actual Bid ☐

**Schedule:** Future

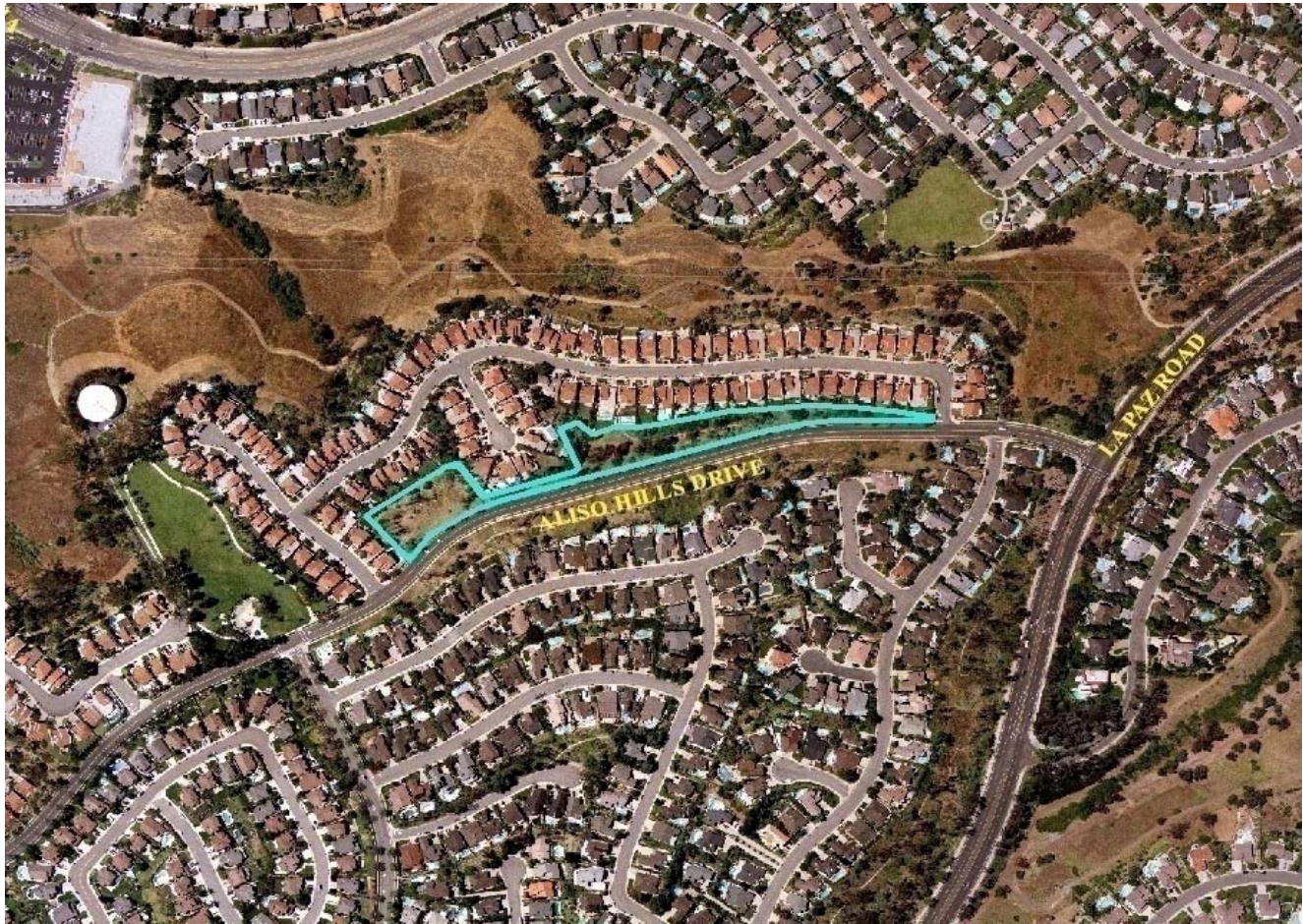
\* The Aliso Hills Area is the open spaces and streetscapes generally bounded by Paseo de Valencia, Alicia Parkway, Moulton Parkway and La Paz Road. Six specific areas have been identified in the area and designated as B through G. Area A was the subject of CIP No. 316, the Aliso Hills Drive South Slope Renovation, and it has been completed. The further areas are defined as B – northside Aliso Hills Drive Slope, C – northwest of Mendocino Park, D – eastside Paseo de Valencia Parkway, E – southeast of Mendocino Park, F – northside of La Paz Road from Aliso Hills Drive to Paseo de Valencia, and G – north of Mendocino Park.



**Project Name:** Aliso Hills Drive North Down Slope

**Project Number:** 334

**Site Map**



**Project Costs and Project Funding**

	2013-14	2014-15	2015-16	2016-17	2017-18	2018-19	Future	Total
<b>Project Costs:</b>								
Planning/Design							100,000	100,000
Admin/Inspection							75,000	75,000
Land Acquisition								-
Construction							650,000	650,000
Equipment								-
<b>Total Cost</b>	-	-	-	-	-	-	825,000	825,000
<b>Project Funding:</b>								
General Fund								-
Gas Tax								-
Measure M2 - Local Fair Share								-
Measure M2 - Competitive								-
CARITS								-
Capital Reserve Funds								-
STIP Federal Grant								-
Other								-
Other								-
Unfunded							825,000	825,000
<b>Total Funding</b>	-	-	-	-	-	-	825,000	825,000

## City of Laguna Hills Capital Improvement Project

**Program:** Streetscape

**Project Name:** La Paz Road South Side Slope Renovation

**Project No.:** 335



**Description:** Renovation of three existing landscape slope areas along the southerly side of La Paz Road between Aliso Hills Drive and Charlton Drive (private street). The combined slope areas comprise approximately 16.5 acres and are in open public view.

**Purpose / Justification:** Replace antiquated irrigation systems and marginal landscape materials for improved aesthetics, water conservation and community satisfaction.

**Other Agencies Involved:** None

**Outside Agencies/Entities Clearance or Coordination Needs:** None

**Operating Budget Impact:** These areas are already incorporated into the landscape maintenance services budget. Improvements, however, will likely require a higher frequency of maintenance at an added incremental cost balanced against savings resulting from efficient irrigation practices.

**Source of Cost Estimates:** Preliminary ☒ Based on Design ☐ Actual Bid ☐

**Schedule:** Future



**Project Name:** La Paz Road South Side Slope Renovation  
**Project Number:** 335

**Site Map**



**Project Costs and Project Funding**

	2013-14	2014-15	2015-16	2016-17	2017-18	2018-19	Future	Total
<b>Project Costs:</b>								
Planning/Design							100,000	100,000
Admin/Inspection							100,000	100,000
Land Acquisition								-
Construction							3,000,000	3,000,000
Equipment								-
<b>Total Cost</b>	-	-	-	-	-	-	3,200,000	3,200,000
<b>Project Funding:</b>								
General Fund								-
Gas Tax								-
Measure M2 - Local Fair Share								-
Measure M2 - Competitive								-
CARITS								-
Capital Reserve Funds								-
STIP Federal Grant								-
Other								-
Unfunded							3,200,000	3,200,000
<b>Total Funding</b>	-	-	-	-	-	-	3,200,000	3,200,000

## City of Laguna Hills Capital Improvement Project

**Program:** Streetscape  
**Project Name:** Palermo and Taranto Slope Renovation  
**Project No.:** 336



**Description:** The renovation of two slope areas adjacent to the streets of Palermo and Taranto. Renovation to consist of the development of removal of private improvements, install an irrigation system, new landscape plantings and a perimeter low height wall for improved aesthetics, The two areas total approximately 12,000 SF.

**Purpose / Justification:** The existing slopes have limited landscaping and no operating irrigation system. Landscape maintenance cannot be performed unless the area is renovated. Existing private property encroachments will have to be removed.

**Other Agencies Involved:** None

**Outside Agencies/Entities Clearance or Coordination Needs:** Cooperation of the adjacent homeowners will be required in order to clear the private property encroachments without invoking legal proceedings.

**Operating Budget Impact:** The new landscaping will require monthly maintenance at a cost of approximately \$1,500 per year plus utility costs of approximately \$500 per year.

**Source of Cost Estimates:** Preliminary ☒ Based on Design ☐ Actual Bid ☐

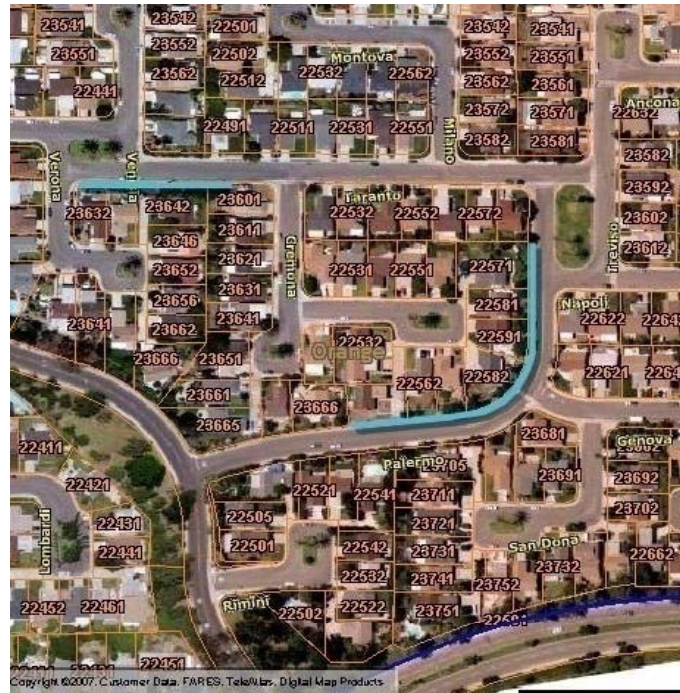
**Schedule:** Future



**Project Name:** Palermo and Taranto Slope Renovation

**Project Number:** 336

**Site Map**



**Project Costs and Project Funding**

	2013-14	2014-15	2015-16	2016-17	2017-18	2018-19	Future	Total
<b>Project Costs:</b>								
Planning/Design							30,000	30,000
Admin/Inspection							20,000	20,000
Land Acquisition								-
Construction							150,000	150,000
Equipment								-
<b>Total Cost</b>	-	-	-	-	-	-	200,000	200,000
<b>Project Funding:</b>								
General Fund								-
Gas Tax								-
Measure M2 - Local Fair Share								-
Measure M2 - Competitive								-
CARITS								-
Capital Reserve Funds								-
STIP Federal Grant								-
Other								-
Other								-
Unfunded							200,000	200,000
<b>Total Funding</b>	-	-	-	-	-	-	200,000	200,000

## City of Laguna Hills Capital Improvement Project

**Program:** Streetscape

**Project Name:** San Remo Drive Slope Renovation

**Project No.:** 337



**Description:** The renovation of the westerly landscape slope along San Remo Drive from Santa Maria Avenue to Santa Vittoria Drive. Replace the antiquated irrigation system and marginal landscape materials in this 87,000 SF area.

**Purpose / Justification:** Replace antiquated irrigation systems and marginal landscape materials for improved aesthetics, water conservation and community satisfaction.

**Other Agencies Involved:** None

**Outside Agencies/Entities Clearance or Coordination Needs:** None

**Operating Budget Impact:** These areas are already incorporated into the landscape maintenance services budget. Improvements, however, will likely require a higher frequency of maintenance at an added incremental cost balanced against reduced irrigation costs due to more efficient irrigation practices.

**Source of Cost Estimates:** Preliminary ☒ Based on Design ☐ Actual Bid ☐

**Schedule:** Future

**Project Number:** 337

## Site Map



### Project Costs and Project Funding

	2013-14	2014-15	2015-16	2016-17	2017-18	2018-19	Future	Total
<b>Project Costs:</b>								
Planning/Design							75,000	75,000
Admin/Inspection							50,000	50,000
Land Acquisition								-
Construction							475,000	475,000
Equipment								-
<b>Total Cost</b>	-	-	-	-	-	-	600,000	600,000
<b>Project Funding:</b>								
General Fund								-
Gas Tax								-
Measure M2 - Local Fair Share								-
Measure M2 - Competitive								-
CARITS								-
Capital Reserve Funds								-
STIP Federal Grant								-
Other								-
Other								-
Unfunded							600,000	600,000
<b>Total Funding</b>	-	-	-	-	-	-	600,000	600,000

## City of Laguna Hills Capital Improvement Project

**Program:** Streetscape

**Project Name:** Paseo de Valencia East and West Parkway Renovation

**Project No.:** 338



**Description:** The renovation of the parkway landscaping on the westerly and easterly sides of Paseo de Valencia between Calle de La Plata and Laguna Hills Drive to upgrade the irrigation system and replace plant materials not suitable for a parkway space. Project length of 6000 LF should be coordinated with CIP No. 145, Paseo de Valencia widening.

**Purpose / Justification:** Replace antiquated irrigation systems and marginal landscape materials for improved aesthetics, water conservation and community satisfaction.

**Other Agencies Involved:** None

**Outside Agencies/Entities Clearance or Coordination Needs:** None

**Operating Budget Impact:** This area is already incorporated into the landscape maintenance services budget. Improvements, however, will likely require a higher frequency of maintenance at an added incremental cost balanced against reduced irrigation costs due to more efficient irrigation practices.

**Source of Cost Estimates:** Preliminary ☒ Based on Design ☐ Actual Bid ☐

**Schedule:** Future



**Project Name:** Paseo De Valencia East and West Parkway Renovation  
**Project Number:** 338

**Site Map**



**Project Costs and Project Funding**

	2013-14	2014-15	2015-16	2016-17	2017-18	2018-19	Future	Total
<b>Project Costs:</b>								
Planning/Design							150,000	150,000
Admin/Inspection							75,000	75,000
Land Acquisition								-
Construction							975,000	975,000
Equipment								-
<b>Total Cost</b>	-	-	-	-	-	-	1,200,000	1,200,000
<b>Project Funding:</b>								
General Fund								-
Gas Tax								-
Measure M2 - Local Fair Share								-
Measure M2 - Competitive								-
CARITS								-
Capital Reserve Funds								-
STIP Federal Grant								-
Other								-
Unfunded							1,200,000	1,200,000
<b>Total Funding</b>	-	-	-	-	-	-	1,200,000	1,200,000

## City of Laguna Hills Capital Improvement Project

**Program:** Streetscape  
**Project Name:** Paseo de Valencia Southwest Parkway Renovation  
**Project No.:** 339



**Description:** The renovation of the parkway landscaping on the southwesterly side of Paseo de Valencia between Alicia Parkway and La Paz Road to upgrade the irrigation system and replace plant materials not suitable for a parkway space. Project length of 4000 LF.

**Purpose / Justification:** Replace antiquated irrigation systems and marginal landscape materials for improved aesthetics, water conservation and community satisfaction.

**Other Agencies Involved:** None

**Outside Agencies/Entities Clearance or Coordination Needs:** None

**Operating Budget Impact:** This area is already incorporated into the landscape maintenance services budget. Improvements, however, will likely require a higher frequency of maintenance at an added incremental cost balanced against reduced irrigation costs due to more efficient irrigation practices.

**Source of Cost Estimates:** Preliminary ☒ Based on Design ☐ Actual Bid ☐

**Schedule:** Future



**Project Name:** Paseo de Valencia Southwest Parkway Renovation  
**Project Number:** 339

**Site Map**



**Project Costs and Project Funding**

	2013-14	2014-15	2015-16	2016-17	2017-18	2018-19	Future	Total
<b>Project Costs:</b>								
Planning/Design							50,000	50,000
Admin/Inspection							25,000	25,000
Land Acquisition								-
Construction							425,000	425,000
Equipment								-
<b>Total Cost</b>	-	-	-	-	-	-	500,000	500,000
<b>Project Funding:</b>								
General Fund								-
Gas Tax								-
Measure M2 - Local Fair Share								-
Measure M2 - Competitive								-
CARITS								-
Capital Reserve Funds								-
STIP Federal Grant								-
Other -								-
Other								-
Unfunded							500,000	500,000
<b>Total Funding</b>	-	-	-	-	-	-	500,000	500,000

## City of Laguna Hills Capital Improvement Project

**Program:** Streetscape  
**Project Name:** Nottingham Court Entry Median Island  
**Project No.:** 340



**Description:** The establishment of a raised and landscaped median island and patterned stamped concrete on Nottingham Court south of Oso Parkway as an entry statement to the Moulton Ranch 1 community.

**Purpose / Justification:** A cooperative project with the Moulton Ranch 1 Homeowners Association (HOA) in which the City would construct the hardscape and the HOA would install and maintain the landscape, a beautification and traffic calming project.

**Other Agencies Involved:** A cooperative agreement will be needed with the Moulton Ranch 1 HOA.

**Outside Agencies/Entities Clearance or Coordination Needs:** None

**Operating Budget Impact:** None

**Source of Cost Estimates:** Preliminary ☒ Based on Design ☐ Actual Bid ☐

**Schedule:** Future

**Project Name:** Nottingham Ct Entry Median Island  
**Project Number:** 340

**Site Map**



**Project Costs and Project Funding**

	2013-14	2014-15	2015-16	2016-17	2017-18	2018-19	Future	Total
<b>Project Costs:</b>								
Planning/Design							10,000	10,000
Admin/Inspection							5,000	5,000
Land Acquisition								-
Construction							55,000	55,000
Equipment								-
<b>Total Cost</b>	-	-	-	-	-	-	70,000	70,000
<b>Project Funding:</b>								
General Fund								-
Gas Tax								-
Measure M2 - Local Fair Share								-
Measure M2 - Competitive								-
CARITS								-
Capital Reserve Funds								-
STIP Federal Grant								-
Other								-
Other - CAL FIRE Tree Grant								-
Unfunded							70,000	70,000
<b>Total Funding</b>	-	-	-	-	-	-	70,000	70,000

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# **CAPITAL IMPROVEMENT PROJECTS**

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**FLOOD CONTROL  
AND  
WATER QUALITY**

## City of Laguna Hills Capital Improvement Project

**Program:** Flood Control and Water Quality

**Project Name:** Storm Drain / Slope Repairs

**Project No.:** 403



**Description:** Stand-by funding for drainage or slope repair projects resulting from storm events causing unexpected infrastructure impacts.

**Purpose / Justification:** To provide a funding source to resolve unexpected impacts to the City's storm drain system or slope areas.

**Other Agencies Involved:** None

**Outside Agencies/Entities Clearance or Coordination Needs:** None

**Operating Budget Impact:** None

**Source of Cost Estimates:** Preliminary ☒ Based on Design ☐ Actual Bid ☐

**Schedule:** As needed



**Project Name:** Storm Drain/Slope Repairs  
**Project Number:** 403

[Site Map](#)



#### **Project Costs and Project Funding**

	2013-14	2014-15	2015-16	2016-17	2017-18	2018-19	Future	Total
<b>Project Costs:</b>								
Planning/Design								-
Admin/Inspection								-
Land Acquisition								-
Construction		50,000		50,000				100,000
Equipment								-
<b>Total Cost</b>	-	50,000	-	50,000	-	-	-	100,000
<b>Project Funding:</b>								
General Fund								-
Gas Tax								-
Measure M2 - Local Fair Share								-
Measure M2 - Competitive								-
CARITS								-
Capital Reserve Funds		50,000		50,000				100,000
STIP Federal Grant								-
Other								-
Other								-
Unfunded								-
<b>Total Funding</b>	-	50,000	-	50,000	-	-	-	100,000

## City of Laguna Hills Capital Improvement Project

**Program:** Flood Control and Water Quality

**Project Name:** F23 Canada Channel (Veeh Park)

**Project No.:** 406



**Description:** Remove silt/debris, regrade channel and replace wetlands habitat between Mill Creek Drive and westerly City limit. Project length: 2,600 LF.

**Purpose / Justification:** Flood control, re-establishment of channel hydraulics and environmental enhancement in this 7.5 acre area.

**Other Agencies Involved:** None

**Outside Agencies/Entities Clearance or Coordination Needs:** California Department of Fish and Game and possibly the United States Army Corps of Engineers

**Operating Budget Impact:** The project will require the City to maintain and monitor the habitat for a period of five years resulting in an annual landscape maintenance cost of approximately \$15,000.

**Source of Cost Estimates:** Preliminary ☒ Based on Design ☐ Actual Bid ☐

**Schedule:** Future

**Project Name:** F23 Canada Channel (Veeh Park)  
**Project Number:** 406

**Site Map**



**Project Costs and Project Funding**

	2013-14	2014-15	2015-16	2016-17	2017-18	2018-19	Future	Total
<b>Project Costs:</b>								
Planning/Design							100,000	100,000
Admin/Inspection							50,000	50,000
Land Acquisition								-
Construction							600,000	600,000
Equipment								-
<b>Total Cost</b>	-	-	-	-	-	-	750,000	750,000
<b>Project Funding:</b>								
General Fund								-
Gas Tax								-
Measure M2 - Local Fair Share								-
Measure M2 - Competitive								-
CARITS								-
Capital Reserve Funds								-
STIP Federal Grant								-
Other								-
Other								-
Unfunded							750,000	750,000
<b>Total Funding</b>	-	-	-	-	-	-	750,000	750,000

## City of Laguna Hills Capital Improvement Project

**Program:** Flood Control and Water Quality

**Project Name:** Aliso Creek Watershed

**Project No.:** 407



**Description:** Various Aliso Creek "mainstem" improvements per United States Army Corps of Engineers study and County of Orange project development efforts.

**Purpose / Justification:** The City is a "stakeholder" in the Aliso Creek watershed and is expected to participate in future improvements within the Aliso Creek to restore the flood control, habitat and water quality of the creek. Projects are yet to be identified by the lead agency, the County of Orange. City participation will be as a matching fund source for future Federal, State, and County funding of region-wide improvements.

**Other Agencies Involved:** County of Orange

**Outside Agencies/Entities Clearance or Coordination Needs:** California Department of Fish & Game and United States Army Corps of Engineers

**Operating Budget Impact:** None

**Source of Cost Estimates:** Preliminary ☒ Based on Design ☐ Actual Bid ☐

**Schedule:** Future



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## City of Laguna Hills Capital Improvement Project

**Program:** Flood Control and Water Quality

**Project Name:** NPDES / Water Quality Program

**Project No.:** 410



**Description:** Implement a variety of water quality improvement initiatives in accordance with the requirements of the NPDES permits with the Santa Ana and the San Diego Regional Water Quality Control Boards in cooperation with, and as a co-permittee with, the County of Orange.

**Purpose / Justification:** Regulatory requirements and environmental enhancements to reduce pollutants within water runoff reaching the storm drain systems.

**Other Agencies Involved:** County of Orange

**Outside Agencies/Entities Clearance or Coordination Needs:** The work is to meet the standards of the NPDES permits.

**Operating Budget Impact:** Water Quality projects may increase operating maintenance costs on a per project basis. Additional staff time will be expended to meet the requirements of the NPDES permits.

**Source of Cost Estimates:** Preliminary ☒ Based on Design ☐ Actual Bid ☐

**Schedule:** Ongoing



**Project Name:** NPDES / Water Quality Program  
**Project Number:** 410

[Site Map](#)



**Project Costs and Project Funding**

	2013-14	2014-15	2015-16	2016-17	2017-18	2018-19	Future	Total
<b>Project Costs:</b>								
Planning/Design								-
Admin/Inspection	185,000	190,000	200,000	200,000	205,000	205,000		1,185,000
Land Acquisition								-
Construction								-
Equipment								-
<b>Total Cost</b>	185,000	190,000	200,000	200,000	205,000	205,000	-	1,185,000
<b>Project Funding:</b>								
General Fund	185,000	190,000	200,000	200,000	205,000	205,000		1,185,000
Gas Tax								-
Measure M2 - Local Fair Share								-
Measure M2 - Competitive								-
CARITS								-
Capital Reserve Funds								-
STIP Federal Grant								-
Other								-
Other								-
Unfunded								-

## City of Laguna Hills Capital Improvement Project

**Program:** Flood Control and Water Quality

**Project Name:** Largo Storm Drain Improvements

**Project No.:** 411



**Description:** The existing storm drain inlet to the south of Largo Circle, a tributary to JO5PO2, is a sump condition within a natural canyon area. This project seeks to establish a secondary outflow for the inlet in the case of storms exceeding the design capacity of the inlet.

**Purpose / Justification:** Flood Control

**Other Agencies Involved:** None

**Outside Agencies/Entities Clearance or Coordination Needs:** None

**Operating Budget Impact:** None

**Source of Cost Estimates:** Preliminary ☒ Based on Design ☐ Actual Bid ☐

**Schedule:** Future

**Project Name:** Largo Storm Drain Improvements (secondary outlet)  
**Project Number:** 411

**Site Map**



**Project Costs and Project Funding**

	2013-14	2014-15	2015-16	2016-17	2017-18	2018-19	Future	Total
<b>Project Costs:</b>								
Planning/Design							50,000	50,000
Admin/Inspection							25,000	25,000
Land Acquisition								-
Construction							225,000	225,000
Equipment								-
<b>Total Cost</b>	-	-	-	-	-	-	300,000	300,000
<b>Project Funding:</b>								
General Fund								-
Gas Tax								-
Measure M2 - Local Fair Share								-
Measure M2 - Competitive								-
CARITS								-
Capital Reserve Funds								-
STIP Federal Grant								-
Other								-
Other								-
Unfunded							300,000	300,000

## City of Laguna Hills Capital Improvement Project

**Program:** Flood Control and Water Quality

**Project Name:** Water Quality (2) Improvements

**Project No.:** 412



**Description:** Install screens over the inlets of catch basin at approximately 600 locations throughout the City to reduce the influx of litter, leaves and soil into the storm drain system. The screens, operating on a pulley system, open up during storm events to allow for the collection of drainage. At other times of the year, the debris collects in front of the catch basins and is removed with street sweeping activities.

**Purpose / Justification:** Improve pollution prevention and water quality by reducing the collection of leaves, litter and dirt in the catch basins and storm drain systems.

**Other Agencies Involved:** None

**Outside Agencies/Entities Clearance or Coordination Needs:** OCTA through the environmental funding provided in Renewed Measure M.

**Operating Budget Impact:** Minor maintenance costs.

**Source of Cost Estimates:** Preliminary ☒ Based on Design ☐ Actual Bid ☐

**Schedule:** Subject to funding availability through Renewed Measure M.



**Project Name:** Water Quality (2) Improvements  
**Project Number:** 412

[Site Map](#)



#### **Project Costs and Project Funding**

	2013-14	2014-15	2015-16	2016-17	2017-18	2018-19	Future	Total
<b>Project Costs:</b>								
Planning/Design								-
Admin/Inspection	5,000	5,000	5,000	5,000	5,000			25,000
Land Acquisition								-
Construction	65,000	65,000	65,000	65,000	65,000			325,000
Equipment								-
<b>Total Cost</b>	70,000	70,000	70,000	70,000	70,000	-	-	350,000
<b>Project Funding:</b>								
General Fund								-
Gas Tax								-
Measure M2 - Local Fair Share								-
Measure M2 - Competitive	70,000	70,000	70,000	70,000	70,000			350,000
CARITS								-
Capital Reserve Funds								-
STIP Federal Grant								-
Other - Proposition 50								-
Other								-
Unfunded								-
<b>Total Funding</b>	70,000	70,000	70,000	70,000	70,000	-	-	350,000

## City of Laguna Hills Capital Improvement Project

**Program:** Flood Control and Water Quality

**Project Name:** Oso Parkway Wetlands

**Project No.:** 413



**Description:** Utilize existing water flows to enhance the riparian habitat at three locations along the south side of Oso Parkway between Nellie Gail Road and Moulton Parkway. Enhance water quality and improve equestrian trail access.

**Purpose / Justification:** Improve compliance with NPDES regulations, improve water quality, reduce vectors and enhance recreational opportunities.

**Other Agencies Involved:** None

**Outside Agencies/Entities Clearance or Coordination Needs:** Vector Control District

**Operating Budget Impact:** Water Quality projects may increase operating maintenance costs on a per project basis.

**Source of Cost Estimates:** Preliminary ☒ Based on Design ☐ Actual Bid ☐

**Schedule:** Future



**Project Name:** Oso Parkway Wetlands  
**Project Number:** 413

**Site Map**



**Project Costs and Project Funding**

	2013-14	2014-15	2015-16	2016-17	2017-18	2018-19	Future	Total
<b>Project Costs:</b>								
Planning/Design							40,000	40,000
Admin/Inspection							10,000	10,000
Land Acquisition								-
Construction							400,000	400,000
Equipment								-
<b>Total Cost</b>	-	-	-	-	-	-	450,000	450,000
<b>Project Funding:</b>								
General Fund								-
Gas Tax								-
Measure M2 - Local Fair Share								-
Measure M2 - Competitive								-
CARITS								-
Capital Reserve Funds								-
STIP Federal Grant								-
Other								-
Other								-
Unfunded							450,000	450,000
<b>Total Funding</b>	-	-	-	-	-	-	450,000	450,000

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# **CAPITAL IMPROVEMENT PROJECTS**

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## **PARKS**

## City of Laguna Hills Capital Improvement Project

**Program:** Parks

**Project Name:** Aliso Hills Park

**Project No.:** 234



**Description:** Development of a park (either passive or active) with trail access, parking and a storage building at the southeast corner of the intersection of Alicia Parkway and Aliso Hills Drive.

**Purpose / Justification:** Development of a park site for public use and to provide trail access, overflow parking, recreational amenities, and a City storage/yard facility. Three park concepts have been developed. The Park Planning Process is pending.

**Other Agencies Involved:** None

**Outside Agencies/Entities Clearance or Coordination Needs:** None

**Operating Budget Impact:** The development of the park site will increase the operating budget with additional landscape maintenance and site maintenance costs. The determination of these costs will vary depending upon which park option is chosen for development. At a minimum, the operating budget impact is anticipated to be \$4,000 per year for landscape maintenance and \$2,500 for utilities.

**Source of Cost Estimates:** Preliminary ☒ Based on Design ☐ Actual Bid ☐

**Schedule:** Future

**Project Name:** Aliso Hills Park  
**Project Number:** 234

**Site Map**



**Project Costs and Project Funding**

	2013-14	2014-15	2015-16	2016-17	2017-18	2018-19	Future	Total
<b>Project Costs:</b>								
Planning/Design							100,000	100,000
Admin/Inspection							75,000	75,000
Land Acquisition								-
Construction							2,600,000	2,600,000
Equipment								-
<b>Total Cost</b>	-	-	-	-	-	-	2,775,000	2,775,000
<b>Project Funding:</b>								
General Fund								-
Gas Tax								-
Measure M2 - Local Fair Share								-
Measure M2 - Competitive								-
CARITS								-
Capital Reserve Funds								-
STIP Federal Grant								-
Other								-
Other								-
Unfunded							2,775,000	2,775,000
<b>Total Funding</b>	-	-	-	-	-	-	2,775,000	2,775,000

## City of Laguna Hills Capital Improvement Project

**Program:** Parks  
**Project Name:** Sheep Hills Park  
**Project No.:** 237



**Description:** Implementation of this project is subject to a future acceptance of an Irrevocable Offer of Dedication (IOD) to convert this 11 acre private park to public use. The project would include rehabilitation of the entire park with new picnic tables, trash receptacles, and BBQs as well as reconfiguration of the soccer field and baseball field. The proposed project also includes the conversion of the parcel at the southeast corner of Moulton Parkway/Laguna Hills Drive to a 93 space parking lot with a pedestrian bridge crossing Aliso Creek.

**Purpose / Justification:** Improve active park facilities and inventory for various public recreation uses.

**Other Agencies Involved:** None

**Outside Agencies/Entities Clearance or Coordination Needs:** None

**Operating Budget Impact:** Annual landscape maintenance cost estimate of \$94,000 and utility costs of \$15,000.

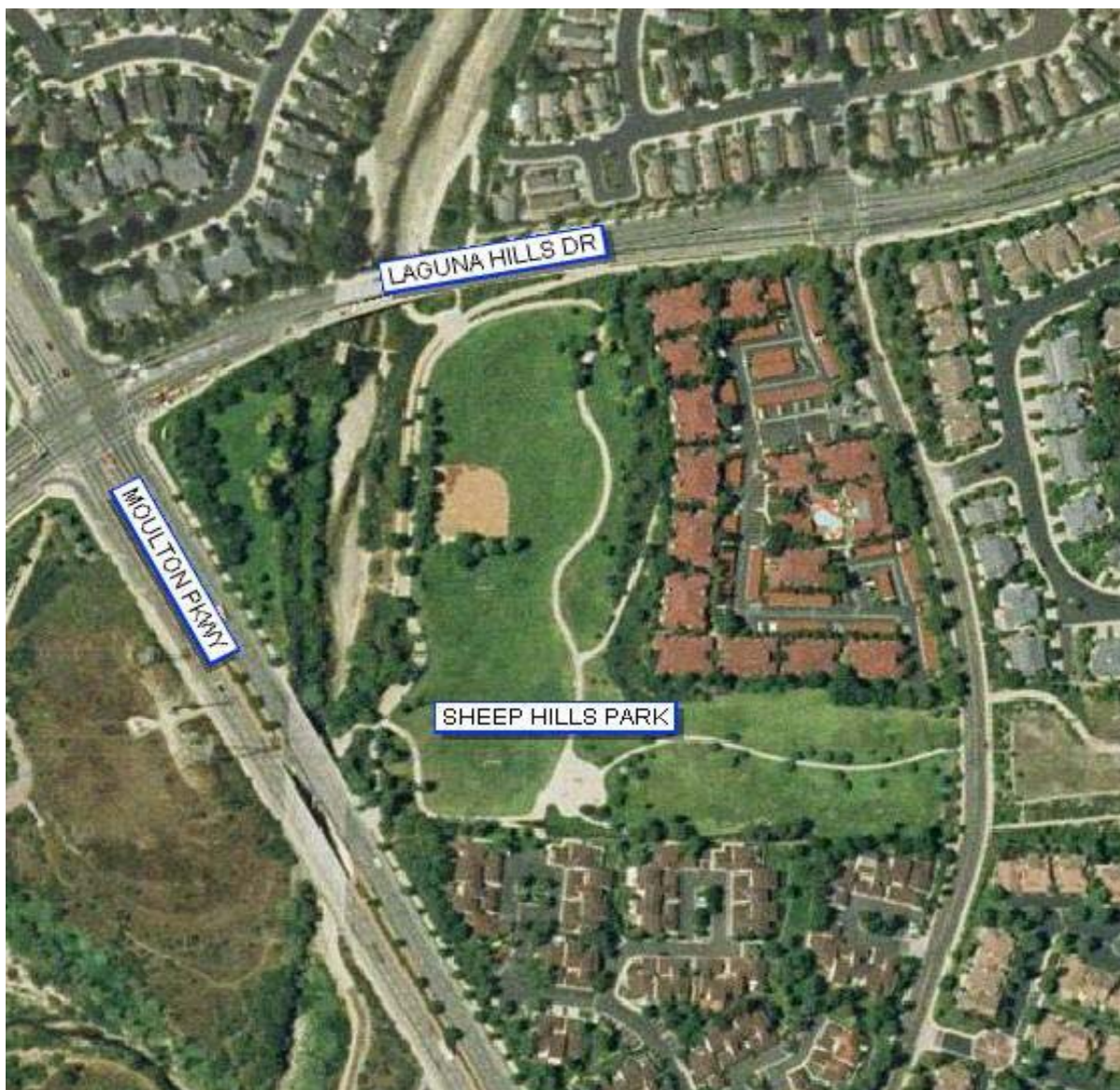
**Source of Cost Estimates:** Preliminary ☒ Based on Design ☐ Actual Bid ☐

**Schedule:** Future



**Project Name:** Sheep Hills Park  
**Project Number:** 237

**Site Map**



**Project Costs and Project Funding**

	2013-14	2014-15	2015-16	2016-17	2017-18	2018-19	Future	Total
<b>Project Costs:</b>								
Planning/Design							150,000	150,000
Admin/Inspection							100,000	100,000
Land Acquisition								-
Construction							1,500,000	1,500,000
Equipment								-
<b>Total Cost</b>	-	-	-	-	-	-	1,750,000	1,750,000
<b>Project Funding:</b>								
General Fund								-
Gas Tax								-
Measure M2 - Local Fair Share								-
Measure M2 - Competitive								-
CARITS								-
Capital Reserve Funds								-
STIP Federal Grant								-
Other								-
Other								-
Unfunded							1,750,000	1,750,000
<b>Total Funding</b>	-	-	-	-	-	-	1,750,000	1,750,000

## City of Laguna Hills Capital Improvement Project

**Program:** Parks

**Project Name:** Community Center and Sports Complex Field Renovations

**Project No.:** 238



**Description:** This project provides for the replacement of sports turf at the Community Center and Sports Complex every other year, primarily upon the two soccer fields, and as needed irrigation and drainage modifications/reconstruction.

**Purpose / Justification:** Safety improvements and playability improvements for the sports fields.

**Other Agencies Involved:** None

**Outside Agencies/Entities Clearance or Coordination Needs:** None

**Operating Budget Impact:** None

**Source of Cost Estimates:** Preliminary ☒ Based on Design ☐ Actual Bid ☐

**Schedule:** Summer of 2014, 2016, & 2018

**Project Name:** Community Center and Sports Complex Field Renovations  
**Project Number:** 238

**Site Map**



**Project Costs and Project Funding**

	2013-14	2014-15	2015-16	2016-17	2017-18	2018-19	Future	Total
<b>Project Costs:</b>								
Planning/Design								-
Admin/Inspection								-
Land Acquisition								-
Construction		200,000		225,000		225,000		650,000
Equipment								-
<b>Total Cost</b>	-	200,000	-	225,000	-	225,000	-	650,000
<b>Project Funding:</b>								
General Fund						225,000		225,000
Gas Tax								-
Measure M2 - Local Fair Share								-
Measure M2 - Competitive								-
CARITS								-
Capital Reserve Funds								-
STIP Federal Grant								-
Other (HCD)								-
Other - Quimby		200,000		225,000				425,000
Unfunded								-
<b>Total Funding</b>	-	200,000	-	225,000	-	225,000	-	650,000

## City of Laguna Hills Capital Improvement Project

**Program:** Parks

**Project Name:** Renovation of Stockport Park Playground

**Project No.:** 239b



**Description:** Renovation of the existing playground at Stockport Park to include the replacement of the playground surfacing, updates to the play equipment and minor site amenities and fencing and re-landscaping of the easterly slope.

**Purpose / Justification:** Update the play equipment for enhanced recreational value, improve the safety of the playground and protect the easterly slope from potential erosion.

**Other Agencies Involved:** None

**Outside Agencies/Entities Clearance or Coordination Needs:** None

**Operating Budget Impact:** Non

**Source of Cost Estimates:** Preliminary ☒ Based on Design ☐ Actual Bid ☐

**Schedule:** FY 2013-14



**Project Name:** Renovation of Stockport Park Playground  
**Project Number:** 239b

**Site Map**



**Project Costs and Project Funding**

	2013-14	2014-15	2015-16	2016-17	2017-18	2018-19	Future	Total
<b>Project Costs:</b>								
Planning/Design								-
Admin/Inspection	25,000							25,000
Land Acquisition								-
Construction	250,000							250,000
Equipment	25,000							25,000
<b>Total Cost</b>	<b>300,000</b>	-	-	-	-	-	-	<b>300,000</b>
<b>Project Funding:</b>								
General Fund								-
Gas Tax								-
Measure M2 - Local Fair Share								-
Measure M2 - Competitive								-
CARITS								-
Capital Reserve Funds								-
STIP Federal Grant								-
Other								-
Other - Quimby	300,000							300,000
Unfunded								-
<b>Total Funding</b>	<b>300,000</b>	-	-	-	-	-	-	<b>300,000</b>

## City of Laguna Hills Capital Improvement Project

**Program:** Parks

**Project Name:** Community Center and Sports Complex Softball Field Improvements

**Project No.:** 240



**Description:** Improvements to the softball field to enhance maintenance operations, player enjoyment and spectator safety. Additions of an infield irrigation system, hooded backstop/extended foul ball screens, and pads onto the outfield wall.

**Purpose / Justification:** Enhance the recreational value of this field

**Other Agencies Involved:** None

**Outside Agencies/Entities Clearance or Coordination Needs:** None

**Operating Budget Impact:** The infield irrigations system should reduce the staff time necessary to prepare the fields for daily use.

**Source of Cost Estimates:** Preliminary ☒ Based on Design ☐ Actual Bid ☐

**Schedule:** FY 2014-2015



**Project Name:** Softball Field Improvements - Community Center/Sports Complex  
**Project Number:** 240

**Site Map**



**Project Costs and Project Funding**

	2013-14	2014-15	2015-16	2016-17	2017-18	2018-19	Future	Total
<b>Project Costs:</b>								
Planning/Design		25,000						25,000
Admin/Inspection		15,000						15,000
Land Acquisition								-
Construction		160,000						160,000
Equipment								-
<b>Total Cost</b>	-	200,000	-	-	-	-	-	200,000
<b>Project Funding:</b>								
General Fund								-
Gas Tax								-
Measure M2 - Local Fair Share								-
Measure M2 - Competitive								-
CARITS								-
Capital Reserve Funds								-
STIP Federal Grant								-
Other - Quimby		200,000						200,000
Other								-
Unfunded								-
<b>Total Funding</b>	-	200,000	-	-	-	-	-	200,000

## City of Laguna Hills Capital Improvement Project

**Program:** Parks  
**Project Name:** General Park Renovations  
**Project No.:** 241



**Description:** Renovation of existing park and playground improvements throughout the City's local park system to include the replacement of worn out site amenities such as benches, tables, and drinking fountains along with minor playground improvements to update worn equipment and surfacing.

Projected estimates of needs over the next ten years, by park, are as follows:

Beckenham Park	\$ 75,000
Cabot Park	\$175,000
Clarington Park	\$125,000
Costeau Park	\$ 25,000
El Conejo Park	\$ 75,000
Knotty Pine Park	\$ 75,000
Mackenzie Park	\$ 60,000
Mandeville Park	\$ 25,000
Mendocino Park	\$150,000
San Remo park	\$ 80,000
Santa Vittoria Park	\$250,000
Veeh Ranch Park	\$125,000

**Purpose / Justification:** Update the park amenities and infrastructure for enhanced recreational value, safety and capital reinvestment on a recurring and rotating basis with funding every two years.

**Other Agencies Involved:** None

**Outside Agencies/Entities Clearance or Coordination Needs:** None

**Operating Budget Impact:** Reduce unscheduled maintenance of park amenities.

**Source of Cost Estimates:** Preliminary ☒ Based on Design ☐ Actual Bid ☐

**Schedule:** FY 2013-2014, FY 2015-2016 and FY 2017-2018

**Project Name:** General Park Renovations  
**Project Number:** 241

**Site Map**



**Project Costs and Project Funding**

	2013-14	2014-15	2015-16	2016-17	2017-18	2018-19	Future	Total
<b>Project Costs:</b>								
Planning/Design	15,000		15,000		15,000		15,000	60,000
Admin/Inspection	10,000		10,000		10,000		10,000	40,000
Land Acquisition								-
Construction	150,000		175,000		175,000		200,000	700,000
Equipment								-
<b>Total Cost</b>	175,000	-	200,000	-	200,000	-	225,000	800,000
<b>Project Funding:</b>								
General Fund								-
Gas Tax								-
Measure M2 - Local Fair Share								-
Measure M2 - Competitive								-
CARITS								-
Capital Reserve Funds								-
STIP Federal Grant								-
Other - Quimby	175,000		200,000		200,000		225,000	800,000
Other								-
Unfunded								-
<b>Total Funding</b>	175,000	-	200,000	-	200,000	-	225,000	800,000

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# **CAPITAL IMPROVEMENT PROJECTS**

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## **PUBLIC FACILITIES**



## City of Laguna Hills Capital Improvement Project

**Program:** Public Facilities  
**Project Name:** Skate Facility Enhancements  
**Project No.:** 506



**Description:** Enhance the functionality and security of the skate facility at the Laguna Hills Community Center and Sports Complex.

**Purpose / Justification:** Modification of the skate facility to improve its recreational value, enhance pedestrian access and hockey team warm up area between the skate facility and roller hockey rink, add shade to the hockey bleachers, evaluate security fencing and restroom modifications to reduce vandalism.

**Other Agencies Involved:** None

**Outside Agencies/Entities Clearance or Coordination Needs:** None

**Operating Budget Impact:** May impact staffing obligations.

**Source of Cost Estimates:** Preliminary ☒ Based on Design ☐ Actual Bid ☐

**Schedule:** Future



**Project Name:** Skate Facility Enhancements  
**Project Number:** 506

**Site Map**



**Project Costs and Project Funding**

	2013-14	2014-15	2015-16	2016-17	2017-18	2018-19	Future	Total
<b>Project Costs:</b>								
Planning/Design							30,000	30,000
Admin/Inspection							20,000	20,000
Land Acquisition								-
Construction							250,000	250,000
Equipment								-
<b>Total Cost</b>	-	-	-	-	-	-	300,000	300,000
<b>Project Funding:</b>								
General Fund								-
Gas Tax								-
Measure M2 - Local Fair Share								-
Measure M2 - Competitive								-
CARITS								-
Capital Reserve Funds								-
STIP Federal Grant								-
Other								-
Other								-
Unfunded							300,000	300,000
<b>Total Funding</b>	-	-	-	-	-	-	300,000	300,000

## City of Laguna Hills Capital Improvement Project

**Program:** Public Facilities

**Project Name:** Equipment & Supply Storage Building

**Project No.:** 508



**Description:** Development of an approximately 3,000 SF building for storage of City equipment, vehicles and supplies. The building is to be located at the rear of the proposed Aliso Hills Park. The building would provide an office and restroom for field personnel.

**Purpose / Justification:** Provide City owned space for equipment, vehicle and supply storage, thus eliminating rented space. Consolidate storage.

**Other Agencies Involved:** None

**Outside Agencies/Entities Clearance or Coordination Needs:** None

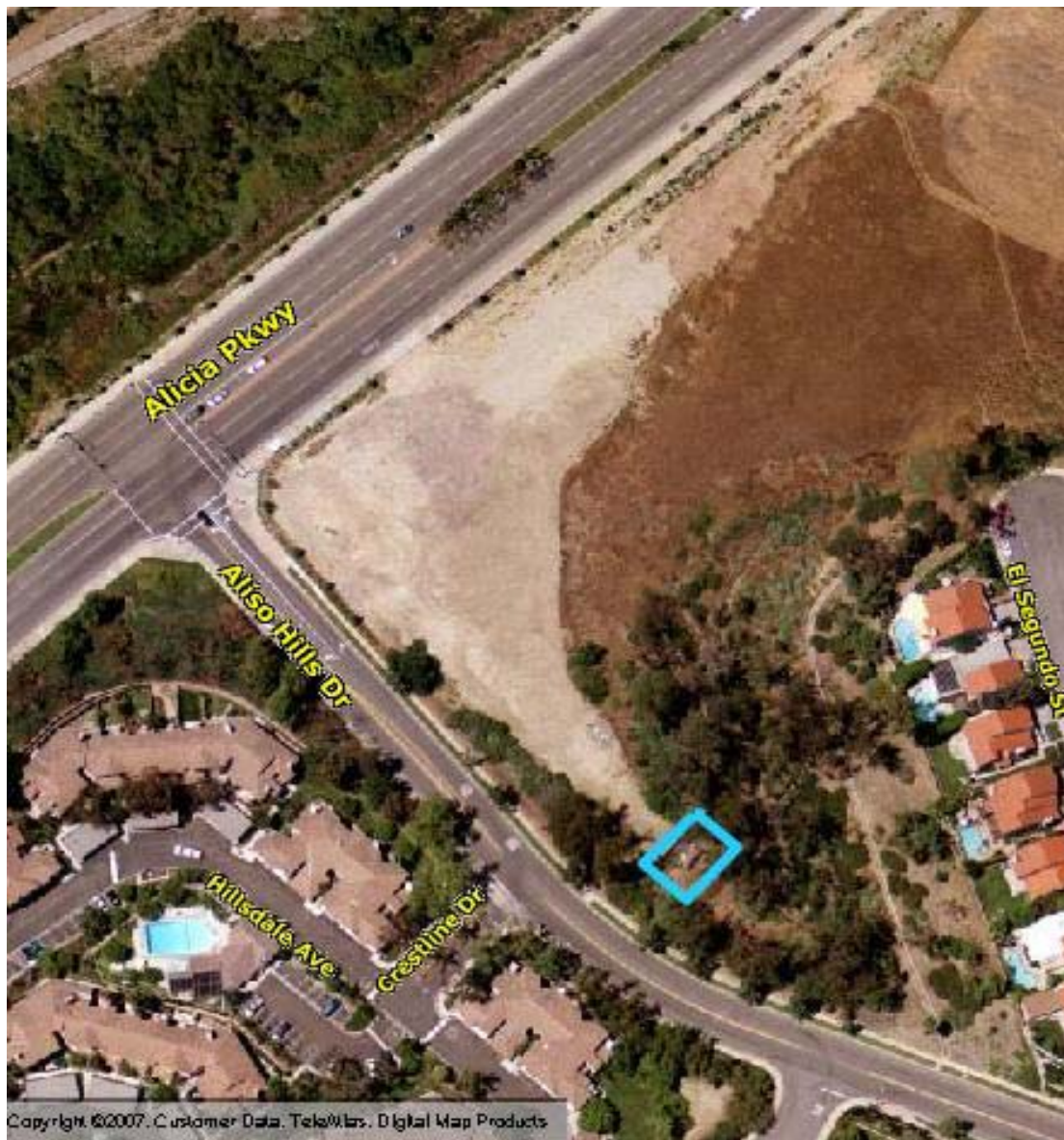
**Operating Budget Impact:** Annual building maintenance/utility costs estimated at \$6,000. Lease obligation reduction of \$3,500 per year.

**Source of Cost Estimates:** Preliminary ☒ Based on Design ☐ Actual Bid ☐

**Schedule:** Future

**Project Name:** Equipment & Supply Storage Building  
**Project Number:** 508

**Site Map**



**Project Costs and Project Funding**

	2013-14	2014-15	2015-16	2016-17	2017-18	2018-19	Future	Total
<b>Project Costs:</b>								
Planning/Design							50,000	50,000
Admin/Inspection							25,000	25,000
Land Acquisition								-
Construction							450,000	450,000
Equipment								-
<b>Total Cost</b>	-	-	-	-	-	-	525,000	525,000
<b>Project Funding:</b>								
General Fund								-
Gas Tax								-
Measure M2 - Local Fair Share								-
Measure M2 - Competitive								-
CARITS								-
Capital Reserve Funds								-
STIP Federal Grant								-
Other								-
Other								-
Unfunded							525,000	525,000
<b>Total Funding</b>	-	-	-	-	-	-	525,000	525,000

## City of Laguna Hills Capital Improvement Project

**Program:** Public Facilities

**Project Name:** Public Art Program - Civic Center

**Project No.:** 510



**Description:** Implement an “Early California History” theme of public art at the Laguna Hills Civic Center. The master plan identifies eleven pieces of art under the theme of California’s early history. Specifically, the public art displays will include a variety of art mediums illustrating early California life in Laguna Hills and the Saddleback Valley. Only two pieces of art remain: the plaza sculpture and the rotunda room off the Council Chambers.

**Purpose / Justification:** The City Council has adopted the Public Art Program and approved an implementation schedule. This type of program was also contemplated in the Urban Village Specific Plan and there is a public art fee in the Plan.

**Other Agencies Involved:** Unknown at this time. There may be some State agencies that offer public art grants.

**Outside Agencies/Entities Clearance or Coordination Needs:**  
None

**Operating Budget Impact:** Minimal

**Source of Cost Estimates:** Preliminary ☒ Based on Design ☐ Actual Bid ☐

**Schedule:** Completion is subject to funding from development in the Urban Village Specific Plan area.



**Project Name:** Public Art Program - Civic Center  
**Project Number:** 510

[Site Map](#)



#### **Project Costs and Project Funding**

	2013-14	2014-15	2015-16	2016-17	2017-18	2018-19	Future	Total
<b>Project Costs:</b>								
Planning/Design							25,000	25,000
Admin/Inspection								-
Land Acquisition								-
Construction/Fabrication							175,000	175,000
Equipment								-
<b>Total Cost</b>	-	-	-	-	-	-	200,000	200,000
<b>Project Funding:</b>								
General Fund								-
Gas Tax								-
Measure M2 - Local Fair Share								-
Measure M2 - Competitive								-
CARITS								-
Capital Reserve Funds								-
STIP Federal Grant								-
Other								-
Other - Public Art Fund							200,000	200,000
Unfunded								-
<b>Total Funding</b>	-	-	-	-	-	-	200,000	200,000

## City of Laguna Hills Capital Improvement Project

**Program:** Public Facilities  
**Project Name:** Roller Hockey Roof Structure  
**Project No.:** 512



**Description:** Enhance the functionality and use of the Laguna Hills Roller Hockey Rink in conjunction with rink contract services provider, California Street Hockey Association.

**Purpose / Justification:** Modification of the roller hockey facility to improve its usefulness, recreation value, and to provide residents protection from outdoor elements.

**Other Agencies Involved:** California Street Hockey Association

**Outside Agencies/Entities Clearance or Coordination Needs:** None

**Operating Budget Impact:** May impact Community Services program budget by providing the ability to increase program opportunities for residents.

**Source of Cost Estimates:** Preliminary ☐ Based on Design ☒ Actual Bid ☐

**Schedule:** Future



**Project Name:** Roller Hockey Roof Structure  
**Project Number:** 512

**Site Map**



**Project Costs and Project Funding**

	2013-14	2014-15	2015-16	2016-17	2017-18	2018-19	Future	Total
<b>Project Costs:</b>								
Planning/Design							50,000	50,000
Admin/Inspection							50,000	50,000
Land Acquisition								-
Construction							900,000	900,000
Equipment								-
<b>Total Cost</b>	-	-	-	-	-	-	1,000,000	1,000,000
<b>Project Funding:</b>								
General Fund								-
Gas Tax								-
Measure M2 - Local Fair Share								-
Measure M2 - Competitive								-
CARITS								-
Capital Reserve Funds								-
STIP Federal Grant								-
Other								-
Other								-
Unfunded							1,000,000	1,000,000
<b>Total Funding</b>	-	-	-	-	-	-	1,000,000	1,000,000

## City of Laguna Hills Capital Improvement Project

**Program:** Public Facilities  
**Project Name:** Community Center Renovations  
**Project No.:** 513



**Description:** This project provides for various scheduled maintenance and equipment replacement at the Community Center building.

**Purpose / Justification:** Specified renovations to the interior of the Community Center are based on recommendations made by a reserve analysis carried out on the Community Center.

### **FY 2013-14**

Security Upgrades		
Audio/Visual Equip	-	\$ 100,000

### **FY 2014-15**

Elevator Cab Refurbish		
HVAC, Ventilation Fans	-	\$ 50,000

### **FY 2016-17**

HVAC Package Units	-	\$ 100,000
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### **FY 2017-18**

Kitchen Equipment		
Window coverings		
Roofs	-	\$1,021,000

**Other Agencies Involved:** None

**Outside Agencies/Entities Clearance or Coordination Needs:** None

**Operating Budget Impact:** Costs will be paid from Capital Reserve Fund.

**Source of Cost Estimates:** Preliminary ☒ Based on Design ☐ Actual Bid ☐

**Schedule:** As scheduled per the budget detail.

**Project Name:** Community Center Renovation  
**Project Number:** 513

**Site Map**



**Project Costs and Project Funding**

	2013-14	2014-15	2015-16	2016-17	2017-18	2018-19	Future	Total
<b>Project Costs:</b>								
Planning/Design								-
Admin/Inspection								-
Land Acquisition								-
Construction/Maintenance	100,000	50,000		100,000	1,021,000			1,271,000
Equipment								-
<b>Total Cost</b>	100,000	50,000	-	100,000	1,021,000	-	-	1,271,000
<b>Project Funding:</b>								
General Fund								-
Gas Tax								-
Measure M2 - Local Fair Share								-
Measure M2 - Competitive								-
CARITS								-
Capital Reserve Funds					1,021,000			1,021,000
STIP Federal Grant								-
Other - Quimby	100,000	50,000		100,000				250,000
Other								-
Unfunded								-
<b>Total Funding</b>	100,000	50,000	-	100,000	1,021,000	-	-	1,271,000

## City of Laguna Hills Capital Improvement Project

**Program:** Public Facilities  
**Project Name:** Sports Complex Renovations  
**Project No.:** 514



**Description:** This project provides for various scheduled maintenance and equipment replacement at the Community Center Sports Complex.

**Purpose / Justification:** Specified renovations to Sports Complex are based on recommendations made by a reserve analysis to replace aging infrastructure in a timely manner.

### **FY 2013-14**

Exterior Painting	-	\$ 127,000
Parking Lots	-	\$ 21,000
Play Structures	-	\$ 202,000
Shade Sails	-	<u>\$ 52,000</u>
		\$ 402,000

### **FY 2016-17**

Fencing	-	\$ 94,000
Park Furnishings	-	\$ 158,000
Railing-Roller Hockey	-	<u>\$ 70,000</u>
		\$ 322,000

### **FY 2017-18**

Parking lot	-	\$169,000
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**Other Agencies Involved:** None

**Outside Agencies/Entities Clearance or Coordination Needs:** None

**Operating Budget Impact:** Costs will be paid from Capital Reserve Fund.

**Source of Cost Estimates:** Preliminary ☒ Based on Design ☐ Actual Bid ☐

**Schedule:** As scheduled per the budget detail.



**Project Name:** Sports Complex Renovations  
**Project Number:** 514

**Site Map**



**Project Costs and Project Funding**

	2013-14	2014-15	2015-16	2016-17	2017-18	2018-19	Future	Total
<b>Project Costs:</b>								
Planning/Design								-
Admin/Inspection								-
Land Acquisition								-
Construction/Maintenance	402,000			322,000	169,000			893,000
Equipment								-
<b>Total Cost</b>	402,000	-	-	322,000	169,000	-	-	893,000
<b>Project Funding:</b>								
General Fund								-
Gas Tax								-
Measure M2 - Local Fair Share								-
Measure M2 - Competitive								-
CARITS								-
Capital Reserve Funds				138,000	169,000			307,000
STIP Federal Grant								-
Other - Quimby	402,000			184,000				586,000
Other								-
Unfunded								-
<b>Total Funding</b>	402,000	-	-	322,000	169,000	-	-	893,000

## City of Laguna Hills Capital Improvement Project

**Program:** Public Facilities

**Project Name:** Community Center & Sports Complex Energy Efficient Field Lights

**Project No.:** 515



**Description:** Upgrade the existing sports field lighting, originally installed in 1999, at the Community Center & Sports Complex to high efficiency and energy conserving light fixtures.

**Purpose / Justification:** Energy conservation and improved lighting levels for sports field activities.

**Other Agencies Involved:** None

**Outside Agencies/Entities Clearance or Coordination Needs:** None

**Operating Budget Impact:** May reduce energy costs up to 50% of current rates.

**Source of Cost Estimates:** Preliminary ☒ Based on Design ☐ Actual Bid ☐

**Schedule:** Future



**Project Name:** Community Center and Sports Complex Energy Efficient Field Lights

**Project Number:** 515

**Site Map**



**Project Costs and Project Funding**

	2013-14	2014-15	2015-16	2016-17	2017-18	2018-19	Future	Total
<b>Project Costs:</b>								
Planning/Design							15,000	15,000
Admin/Inspection							10,000	10,000
Land Acquisition								-
Construction								-
Equipment							150,000	150,000
<b>Total Cost</b>	-	-	-	-	-	-	175,000	175,000
<b>Project Funding:</b>								
General Fund								-
Gas Tax								-
Measure M2 - Local Fair Share								-
Measure M2 - Competitive								-
CARITS								-
Capital Reserve Funds								-
STIP Federal Grant								-
Other								-
Unfunded							175,000	175,000
<b>Total Funding</b>	-	-	-	-	-	-	175,000	175,000

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# **CAPITAL IMPROVEMENT PROJECTS**

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TRAILS AND OPEN SPACE

## City of Laguna Hills Capital Improvement Project

**Program:** Trails and Open Space

**Project Name:** Trails Master Plan

**Project No.:** 601



**Description:** Trail improvement implementation per the Open Space and Trail Master Plan not otherwise described in specific projects.

**Purpose / Justification:** Trail connections, gap closures, extensions and trail head plazas to serve the community.

**Other Agencies Involved:** None

**Outside Agencies/Entities Clearance or Coordination Needs:** None

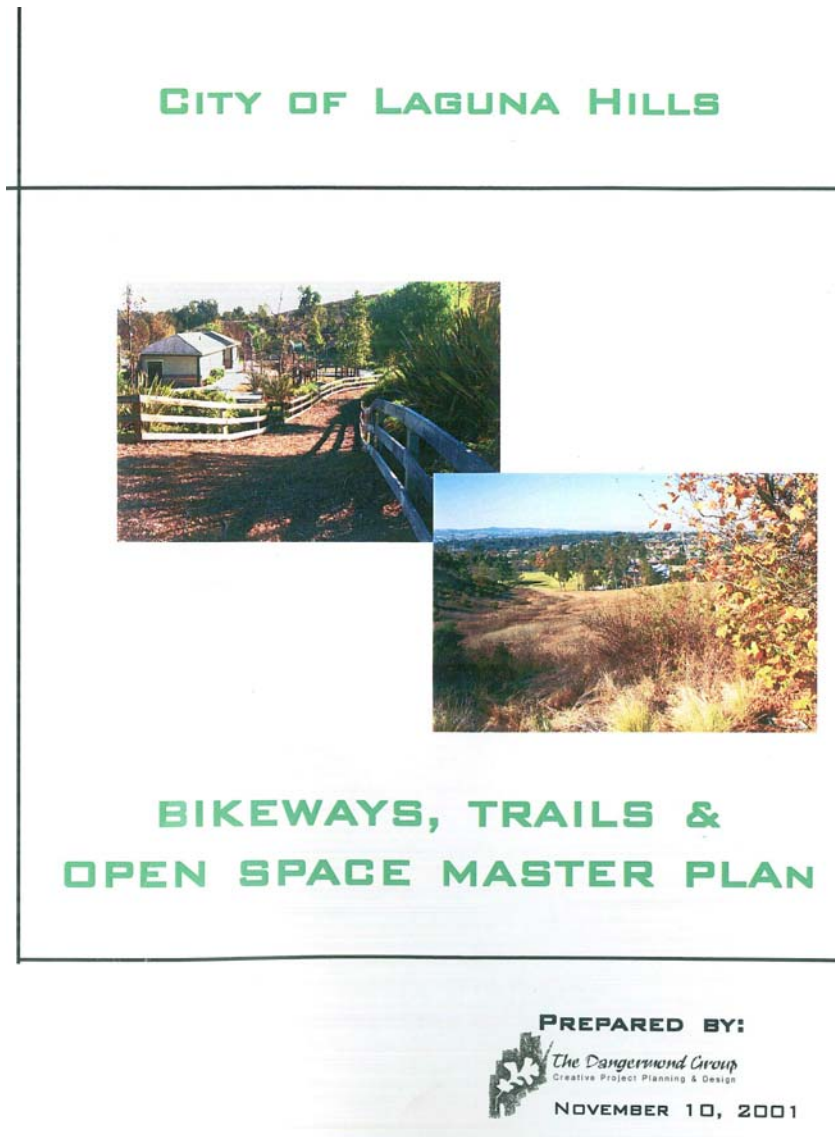
**Operating Budget Impact:** Unknown

**Source of Cost Estimates:** Preliminary ☒ Based on Design ☐ Actual Bid ☐

**Schedule:** Future

**Project Name:** Trails Master Plan - Other Projects  
**Project Number:** 601

**Site Map**



**Project Costs and Project Funding**

	2013-14	2014-15	2015-16	2016-17	2017-18	2018-19	Future	Total
<b>Project Costs:</b>								
Planning/Design							350,000	350,000
Admin/Inspection							250,000	250,000
Land Acquisition								-
Construction							2,400,000	2,400,000
Equipment								-
<b>Total Cost</b>	-	-	-	-	-	-	3,000,000	3,000,000
<b>Project Funding:</b>								
General Fund								-
Gas Tax								-
Measure M2 - Local Fair Share								-
Measure M2 - Competitive								-
CARITS								-
Capital Reserve Funds								-
STIP Federal Grant								-
Other								-
Other								-
Unfunded							3,000,000	3,000,000
<b>Total Funding</b>	-	-	-	-	-	-	3,000,000	3,000,000

## City of Laguna Hills Capital Improvement Project

**Program:** Trails and Open Space

**Project Name:** Trail Head Plaza

**Project No.:** 606



**Description:** Development of 19 Trail Head Plazas per the Open Space and Trails Master Plan. One Trail Head Plaza at Clarington Park has been constructed. Five Trail Head Plazas have been designed. 14 sites are pending design. The five designed locations are at Aliso Creek/Paseo de Valencia; Community Center at Alicia Channel/Indian Hill Trail; La Paz Open Space at Moulton Parkway; Mendocino Park at Loop Trail; and Christina Court at Aliso Creek.

**Purpose / Justification:** Identify the access to the public trail system. Provide information on the trail system.

**Other Agencies Involved:** Locations that relate to the County Trail system may require a permit from OC Parks.

**Outside Agencies/Entities Clearance or Coordination Needs:** None

**Operating Budget Impact:** Minor maintenance of each Trail Head Plaza estimated at \$500 per year per location.

**Source of Cost Estimates:** Preliminary ☒ Based on Design ☐ Actual Bid ☐

**Schedule:** Future



**Project Name:** Trail Head Plazas  
**Project Number:** 606

[Site Map](#)



#### **Project Costs and Project Funding**

	2013-14	2014-15	2015-16	2016-17	2017-18	2018-19	Future	Total
<b>Project Costs:</b>								
Planning/Design							100,000	100,000
Admin/Inspection							100,000	100,000
Land Acquisition								-
Construction							1,000,000	1,000,000
Equipment								-
<b>Total Cost</b>	-	-	-	-	-	-	1,200,000	1,200,000
<b>Project Funding:</b>								
General Fund								-
Gas Tax								-
Measure M2 - Local Fair Share								-
Measure M2 - Competitive								-
CARITS								-
Capital Reserve Funds								-
STIP Federal Grant								-
Other								-
Other								-
Unfunded							1,200,000	1,200,000
<b>Total Funding</b>	-	-	-	-	-	-	1,200,000	1,200,000

## City of Laguna Hills Capital Improvement Project

**Program:** Trails and Open Space  
**Project Name:** Aliso Hills Channel Ped Crossing JO5PO3  
**Project No.:** 607



**Description:** Replace the County constructed low flow/grade crossing of Aliso Hills Channel, northerly of Alicia Parkway near Ramona Street.

**Purpose / Justification:** Trail linkage per the Open Space and Trails Master Plan.

**Other Agencies Involved:** None

**Outside Agencies/Entities Clearance or Coordination Needs:** County of Orange

**Operating Budget Impact:** None

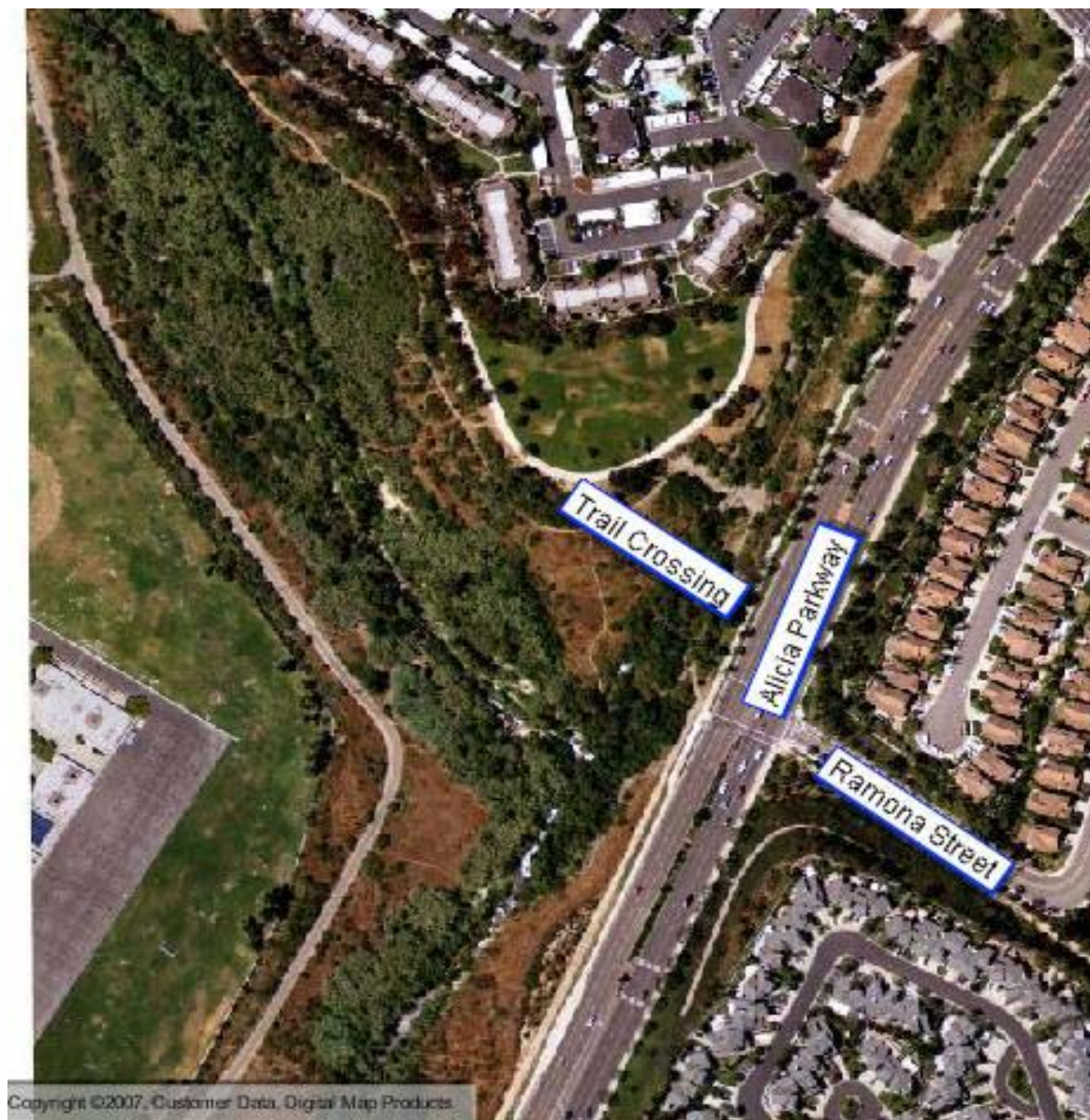
**Source of Cost Estimates:** Preliminary ☒ Based on Design ☐ Actual Bid ☐

**Schedule:** Future



**Project Name:** Aliso Hills Channel Pedestrian Crossing JO5PO3  
**Project Number:** 607

**Site Map**



**Project Costs and Project Funding**

	2013-14	2014-15	2015-16	2016-17	2017-18	2018-19	Future	Total
<b>Project Costs:</b>								
Planning/Design							40,000	40,000
Admin/Inspection							25,000	25,000
Land Acquisition								-
Construction							250,000	250,000
Equipment								-
<b>Total Cost</b>	-	-	-	-	-	-	315,000	315,000
<b>Project Funding:</b>								
General Fund								-
Gas Tax								-
Measure M2 - Local Fair Share								-
Measure M2 - Competitive								-
CARITS								-
Capital Reserve Funds								-
STIP Federal Grant								-
Other								-
Other								-
Unfunded							315,000	315,000
<b>Total Funding</b>	-	-	-	-	-	-	315,000	315,000

## City of Laguna Hills Capital Improvement Project

**Program:** Trails and Open Space  
**Project Name:** Multi-use Trail - Alicia to La Paz  
**Project No.:** 608



**Description:** Bike path and multi-use trail from Alicia Parkway to La Paz Road in the Alicia/La Paz Open Space and portions of SCE easement per the Open Space and Trails Master Plan. This trail connects to the Loop Trail, CIP No. 610, the Alicia Parkway Pedestrian Overpass, CIP No. 612, Aliso Hills Park, CIP No. 234 and La Paz Open Space trails, CIP No. 611.

**Purpose / Justification:** Trail linkage and recreational enhancement.

**Other Agencies Involved:** None

**Outside Agencies/Entities Clearance or Coordination Needs:** A Letter of Consent is required with Southern California Edison Company to allow the formal trail development to occur within their easement area.

**Operating Budget Impact:** Additional trail and minor landscape maintenance estimated at \$3000 per year.

**Source of Cost Estimates:** Preliminary ☒ Based on Design ☐ Actual Bid ☐

**Schedule:** Future



**Project Name:** Multi-use Trail - Alicia to La Paz  
**Project Number:** 608

**Site Map**



**Project Costs and Project Funding**

	2013-14	2014-15	2015-16	2016-17	2017-18	2018-19	Future	Total
<b>Project Costs:</b>								
Planning/Design							100,000	100,000
Admin/Inspection							100,000	100,000
Land Acquisition								-
Construction							4,000,000	4,000,000
Equipment								-
<b>Total Cost</b>	-	-	-	-	-	-	4,200,000	4,200,000
<b>Project Funding:</b>								
General Fund								-
Gas Tax								-
Measure M2 - Local Fair Share								-
Measure M2 - Competitive								-
CARITS								-
Capital Reserve Funds								-
STIP Federal Grant								-
Other								-
Other								-
Unfunded							4,200,000	4,200,000
<b>Total Funding</b>	-	-	-	-	-	-	4,200,000	4,200,000

## City of Laguna Hills Capital Improvement Project

**Program:** Trails and Open Space  
**Project Name:** Multi-use Trail - Community Center to Indian Hill  
**Project No.:** 609



**Description:** Bike path and multi-use trail from the Community Center & Sports Complex, within the SCE transmission line easement, to Indian Hill Lane per the Open Space and Trails Master Plan. The trail has been designed. Right of way acquisition is pending.

**Purpose / Justification:** Trail linkage and recreational enhancement

**Other Agencies Involved:** An easement needs to be acquired from the Aliso Viejo Community Association (or a sub-association) for a portion of the trail route.

**Outside Agencies/Entities Clearance or Coordination Needs:** A Letter of Consent is required FROM Southern California Edison Company to allow the formal trail development to occur within their easement area.

**Operating Budget Impact:** Additional trail and minor landscape maintenance estimated at \$1,000 per year.

**Source of Cost Estimates:** Preliminary ☐ Based on Design ☒ Actual Bid ☐

**Schedule:** FY 2015-2016



**Project Name:** Multi-use Trail - Community Center to Indian Hill  
**Project Number:** 609

**Site Map**



**Project Costs and Project Funding**

	2013-14	2014-15	2015-16	2016-17	2017-18	2018-19	Future	Total
<b>Project Costs:</b>								
Planning/Design			50,000					50,000
Admin/Inspection			50,000					50,000
Land Acquisition								-
Construction			500,000					500,000
Equipment								-
<b>Total Cost</b>	-	-	600,000	-	-	-	-	600,000
<b>Project Funding:</b>								
General Fund			600,000					600,000
Gas Tax								-
Measure M2 - Local Fair Share								-
Measure M2 - Competitive								-
CARITS								-
Capital Reserve Funds								-
STIP Federal Grant								-
Other								-
Other								-
Unfunded								-
<b>Total Funding</b>	-	-	600,000	-	-	-	-	600,000

## City of Laguna Hills Capital Improvement Project

**Program:** Trails and Open Space  
**Project Name:** Loop Trails in Alicia Open Space  
**Project No.:** 610



**Description:** Multi-use trail from Medocino Park to Alicia-La Paz Trail. To be coordinated with CIP No. 608.

**Purpose / Justification:** Trail linkage per the Open Space and Trails Master Plan

**Other Agencies Involved:** None

**Outside Agencies/Entities Clearance or Coordination Needs:** None

**Operating Budget Impact:** Minor trail maintenance estimated at \$1000/year

**Source of Cost Estimates:** Preliminary ☒ Based on Design ☐ Actual Bid ☐

**Schedule:** Future

**Project Name:** Loop Trails in Alicia Open Space  
**Project Number:** 610

**Site Map**



**Project Costs and Project Funding**

	2013-14	2014-15	2015-16	2016-17	2017-18	2018-19	Future	Total
<b>Project Costs:</b>								
Planning/Design							40,000	40,000
Admin/Inspection							25,000	25,000
Land Acquisition								-
Construction							335,000	335,000
Equipment								-
<b>Total Cost</b>	-	-	-	-	-	-	400,000	400,000
<b>Project Funding:</b>								
General Fund								-
Gas Tax								-
Measure M2 - Local Fair Share								-
Measure M2 - Competitive								-
CARITS								-
Capital Reserve Funds								-
STIP Federal Grant								-
Other								-
Other								-
Unfunded							400,000	400,000
<b>Total Funding</b>	-	-	-	-	-	-	400,000	400,000

## City of Laguna Hills Capital Improvement Project

**Program:** Trails and Open Space

**Project Name:** La Paz Multi-Use Trail - Moulton Parkway to Paseo de Valencia

**Project No.:** 611



**Description:** Multi-use trail development on the northside of La Paz Road, in the open space, between Moulton Parkway and Paseo de Valencia. This trail connects to the Alicia-La Paz trail.

**Purpose / Justification:** Trail linkage per the Open Space and Trails Master Plan.

**Other Agencies Involved:** None

**Outside Agencies/Entities Clearance or Coordination Needs:** None

**Operating Budget Impact:** Minor trail maintenance estimated at \$2,000 per year.

**Source of Cost Estimates:** Preliminary ☒ Based on Design ☐ Actual Bid ☐

**Schedule:** Future



**Project Name:** La Paz Multi-use Trail - Alameda to Paseo de Valencia  
**Project Number:** 611

**Site Map**



**Project Costs and Project Funding**

	2013-14	2014-15	2015-16	2016-17	2017-18	2018-19	Future	Total
<b>Project Costs:</b>								
Planning/Design							100,000	100,000
Admin/Inspection							75,000	75,000
Land Acquisition								-
Construction							1,500,000	1,500,000
Equipment								-
<b>Total Cost</b>	-	-	-	-	-	-	1,675,000	1,675,000
<b>Project Funding:</b>								
General Fund								-
Gas Tax								-
Measure M2 - Local Fair Share								-
Measure M2 - Competitive								-
CARITS								-
Capital Reserve Funds								-
STIP Federal Grant								-
Other								-
Other								-
Unfunded							1,675,000	1,675,000
<b>Total Funding</b>	-	-	-	-	-	-	1,675,000	1,675,000

## City of Laguna Hills Capital Improvement Project

**Program:** Trails and Open Space  
**Project Name:** Alicia Pedestrian Bridge at Trail  
**Project No.:** 612



**Description:** Pedestrian bridge across Alicia Parkway generally between Community Center Drive and Via Lomas as a trail linkage per the Open Space and Trails Master Plan - outside the SCE right of way.

**Purpose / Justification:** To provide a safe and convenient trail linkage.

**Other Agencies Involved:** None

**Outside Agencies/Entities Clearance or Coordination Needs:** None

**Operating Budget Impact:** Minimal costs for routine cleaning of facility

**Source of Cost Estimates:** Preliminary ☒ Based on Design ☐ Actual Bid ☐

**Schedule:** Future



**Project Name:** Alicia Pedestrian Bridge at Trail  
**Project Number:** 612

**Site Map**



**Project Costs and Project Funding**

	2013-14	2014-15	2015-16	2016-17	2017-18	2018-19	Future	Total
<b>Project Costs:</b>								
Planning/Design							125,000	125,000
Admin/Inspection							75,000	75,000
Land Acquisition								-
Construction							800,000	800,000
Equipment								-
<b>Total Cost</b>	-	-	-	-	-	-	1,000,000	1,000,000
<b>Project Funding:</b>								
General Fund								-
Gas Tax								-
Measure M2 - Local Fair Share								-
Measure M2 - Competitive								-
CARITS								-
Capital Reserve Funds								-
STIP Federal Grant								-
Other								-
Other								-
Unfunded							1,000,000	1,000,000
<b>Total Funding</b>	-	-	-	-	-	-	1,000,000	1,000,000

## City of Laguna Hills Capital Improvement Project

**Program:** Trails and Open Space

**Project Name:** Trail along SJHTC

**Project No.:** 613



**Description:** Top of slope multi-use trail from Greenfield Drive to Maverick Circle per the Open Space and Trails Master Plan.

**Purpose / Justification:** Trail linkage and recreational enhancement.

**Other Agencies Involved:** Caltrans

**Outside Agencies/Entities Clearance or Coordination Needs:**

Caltrans - this trail is not consistent with Caltrans policies, would require a permit or agreement from Caltrans and may not be approved.

**Operating Budget Impact:** Additional trail maintenance estimated at \$1,000 per year.

**Source of Cost Estimates:** Preliminary ☒ Based on Design ☐ Actual Bid ☐

**Schedule:** Future



**Project Name:** Trail along SJHTC  
**Project Number:** 613

**Site Map**



**Project Costs and Project Funding**

	2013-14	2014-15	2015-16	2016-17	2017-18	2018-19	Future	Total
<b>Project Costs:</b>								
Planning/Design							50,000	50,000
Admin/Inspection							25,000	25,000
Land Acquisition								-
Construction							225,000	225,000
Equipment								-
<b>Total Cost</b>	-	-	-	-	-	-	300,000	300,000
<b>Project Funding:</b>								
General Fund								-
Gas Tax								-
Measure M2 - Local Fair Share								-
Measure M2 - Competitive								-
CARITS								-
Capital Reserve Funds								-
STIP Federal Grant								-
Other								-
Other								-
Unfunded							300,000	300,000
<b>Total Funding</b>	-	-	-	-	-	-	300,000	300,000

## City of Laguna Hills Capital Improvement Project

**Program:** Trails & Open Space

**Project Name:** Alicia Open Space Landscape Renovation

**Project No.:** 614



**Description:** Open space landscape renovation throughout the Alicia/La Paz Open Space per the Open Space and Trails Master Plan. 54 acres. The project can be phased over many years. A ten-year plan is recommended.

**Purpose / Justification:** Convert low value weed and obnoxious plant materials to upland and riparian habitats.

**Other Agencies Involved:** None

**Outside Agencies/Entities Clearance or Coordination Needs:** None

**Operating Budget Impact:** Reduce annual weed abatement program by an estimated \$20,000. Annual landscape maintenance costs of \$60,000 and utility costs of \$30,000.

**Source of Cost Estimates:** Preliminary ☒ Based on Design ☐ Actual Bid ☐

**Schedule:** Future



**Project Name:** Alicia Open Space Landscaping  
**Project Number:** 614

**Site Map**



**Project Costs and Project Funding**

	2013-14	2014-15	2015-16	2016-17	2017-18	2018-19	Future	Total
<b>Project Costs:</b>								
Planning/Design							500,000	500,000
Admin/Inspection							250,000	250,000
Land Acquisition								-
Construction							10,250,000	10,250,000
Equipment								-
<b>Total Cost</b>	-	-	-	-	-	-	11,000,000	11,000,000
<b>Project Funding:</b>								
General Fund								-
Gas Tax								-
Measure M2 - Local Fair Share								-
Measure M2 - Competitive								-
CARITS								-
Capital Reserve Funds								-
STIP Federal Grant								-
Other								-
Other								-
Unfunded							11,000,000	11,000,000
<b>Total Funding</b>	-	-	-	-	-	-	11,000,000	11,000,000



## City of Laguna Hills Capital Improvement Project

**Program:** Trails and Open Space  
**Project Name:** La Paz Open Space Riparian Habitat  
**Project No.:** 615



**Description:** Open space landscape renovation throughout the La Paz Open Space from Moulton Parkway to Paseo de Valencia per the Open Space and Trails Master Plan. Area of 36 acres. A first phase project is in design for about nine acres westerly of Alameda Avenue and is planned for construction in FY 2013-14.

**Purpose / Justification:** Convert low value weed and obnoxious plant materials to high value upland and riparian habitats.

**Other Agencies Involved:** None

**Outside Agencies/Entities Clearance or Coordination Needs:** None

**Operating Budget Impact:** Reduce annual weed abatement program by an estimated \$10,000. Annual landscape maintenance costs of \$45,000 and utility cost of \$40,000.

**Source of Cost Estimates:** Preliminary ☒ Based on Design ☐ Actual Bid ☐

**Schedule:** First phase construction in FY 2013/14. The balance of the improvements would be a future project.

**Project Name:** La Paz Open Space Riparian Habitat - Alameda Avenue to Paseo de Valencia  
**Project Number:** 615

**Site Map**



**Project Costs and Project Funding**

	2013-14	2014-15	2015-16	2016-17	2017-18	2018-19	Future	Total
<b>Project Costs:</b>								
Planning/Design							200,000	200,000
Admin/Inspection	75,000						200,000	275,000
Land Acquisition								-
Construction	1,125,000						4,500,000	5,625,000
Equipment								-
<b>Total Cost</b>	<b>1,200,000</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>4,900,000</b>	<b>6,100,000</b>
<b>Project Funding:</b>								
General Fund	1,200,000							1,200,000
Gas Tax								-
Measure M2 - Local Fair Share								-
Measure M2 - Competitive								-
CARITS								-
Capital Reserve Funds								-
STIP Federal Grant								-
Other								-
Other								-
Unfunded							4,900,000	4,900,000
<b>Total Funding</b>	<b>1,200,000</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>4,900,000</b>	<b>6,100,000</b>

## City of Laguna Hills Capital Improvement Project

**Program:** Trails and Open Space  
**Project Name:** Aliso Hills Area Open Space  
**Project No.:** 616



**Description:** Renovation of existing irrigated and landscaped slope areas adjacent to homes within the open spaces generally bounded by Paseo de Valencia, Alicia Parkway, Moulton Parkway and La Paz Road. Six specific areas are:  
1) Aliso Hills Road - north-eastside, 150,000 sf.; 2) northwest of Mendocino Park - 280,000 sf; 3) eastside Paseo de Valencia - 75,000 sf; 4) southeast of Mendocino Park - 160,000 sf; 5) northside of La Paz Road from Aliso Hills Road to Paseo de Valencia - 120,000 sf; and 6) north of Mendocino Park - 220,000 sf. The project can be phased over several years and is suitable for inclusion in Landscape Maintenance Assessment District.

**Purpose / Justification:** Replace antiquated irrigation and marginal landscaping for improved aesthetics, water conservation and community satisfaction. The irrigation system within these areas are upwards of 30 years old, consist of galvanized iron pipe and are not functional in many areas. The landscaping is marginal and is a common source of resident complaint.

**Other Agencies Involved:** None

**Outside Agencies/Entities Clearance or Coordination Needs:** None

**Operating Budget Impact:** The landscape improvements within these areas are already under landscape maintenance resulting in no cost increases. The annual landscape maintenance cost is approximately \$40,000. Utility costs may slightly decrease or increase depending upon the final landscape materials installed at these seven locations. The annual utility cost is approximately \$30,000.

**Source of Cost Estimates:** Preliminary ☒ Based on Design ☐ Actual Bid ☐

**Schedule:** Future



**Project Name:** Aliso Hills Area Open Space  
**Project Number:** 616

**Site Map**



**Project Costs and Project Funding**

	2013-14	2014-15	2015-16	2016-17	2017-18	2018-19	Future	Total
<b>Project Costs:</b>								
Planning/Design							300,000	300,000
Admin/Inspection							150,000	150,000
Land Acquisition								-
Construction							4,250,000	4,250,000
Equipment								-
<b>Total Cost</b>	-	-	-	-	-	-	4,700,000	4,700,000
<b>Project Funding:</b>								
General Fund								-
Gas Tax								-
Measure M2 - Local Fair Share								-
Measure M2 - Competitive								-
CARITS								-
Capital Reserve Funds								-
STIP Federal Grant								-
Other								-
Other								-
Unfunded							4,700,000	4,700,000
<b>Total Funding</b>	-	-	-	-	-	-	4,700,000	4,700,000

## City of Laguna Hills Capital Improvement Project

**Program:** Trails and Open Space  
**Project Name:** Oso Parkway Open Space Landscape  
**Project No.:** 617



**Description:** The renovation of the Oso Parkway Open Spaces, both north and south of Oso Parkway between Moulton Parkway and Cabot Road. The northside landscaping is irrigated and ornamental and the southside landscaping is riparian. The project can be phased over several years and is suitable for inclusion in a Landscape Maintenance Assessment District. This project entails the balance of the City's open spaces along Oso Parkway not improved with CIP Nos. 603 and 604 (FY2008-09)

**Purpose / Justification:** The existing irrigation system and landscaping on the northside of Oso Parkway is antiquated and requires replacement for proper growth and maintenance. The southside Oso Parkway landscaping is generally not landscaped and is proposed to be developed into riparian and some wetlands habitat consistent with the Open Space and Trails and Master Plan. The area on the northside of Oso Parkway represents approximately 27 acres of slope and parkway landscaping. The area on the southside of Oso Parkway represents approximately 39 acres of hill and valley landscaping.

**Other Agencies Involved:** None

**Outside Agencies/Entities Clearance or Coordination Needs:** None

**Operating Budget Impact:** The northside Oso Parkway landscaping area is already under contract for landscape maintenance and there will be no change in that cost. However, the repair and improvement of the irrigation system may result in slightly higher or lower utility expenses depending upon the plant material selected. The southside Oso Parkway will involve all new landscaping and will result in an estimated annual maintenance cost increase of \$50,000. Utility cost increase of approximately \$5000.

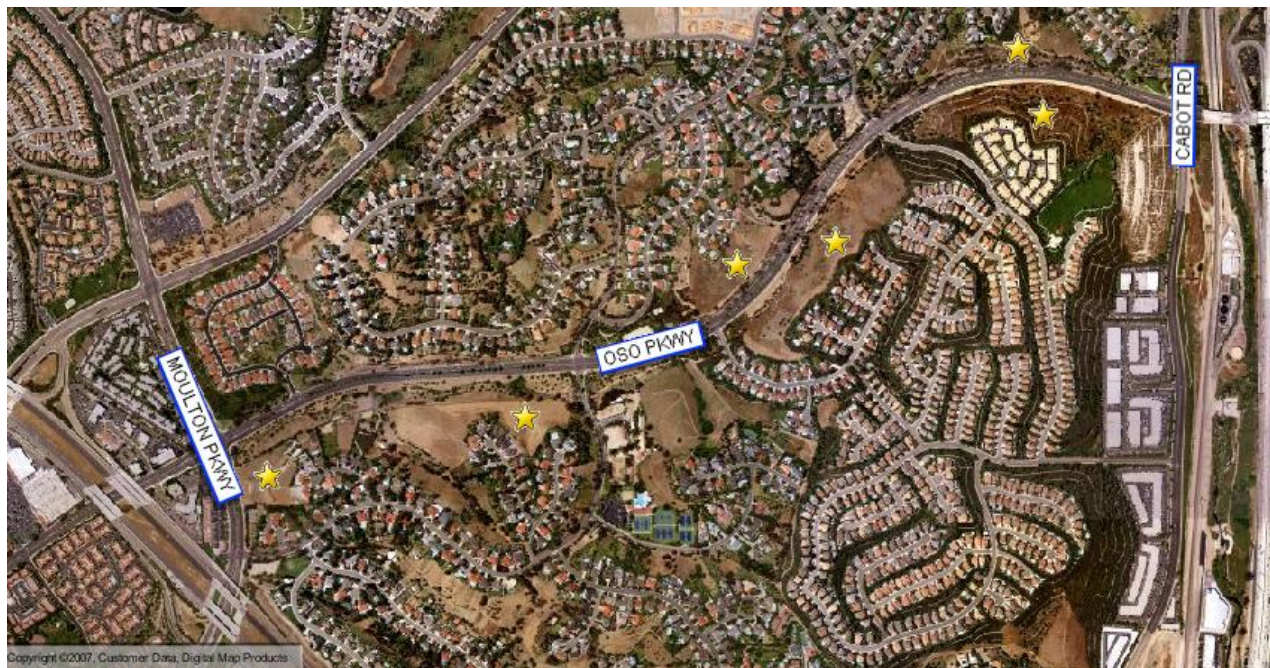
**Source of Cost Estimates:** Preliminary ☒ Based on Design ☐ Actual Bid ☐

**Schedule:** Future



**Project Name:** Oso Parkway Open Space Landscape  
**Project Number:** 617

**Site Map**



**Project Costs and Project Funding**

	2013-14	2014-15	2015-16	2016-17	2017-18	2018-19	Future	Total
<b>Project Costs:</b>								
Planning/Design							400,000	400,000
Admin/Inspection							200,000	200,000
Land Acquisition								-
Construction							8,000,000	8,000,000
Equipment								-
<b>Total Cost</b>	-	-	-	-	-	-	8,600,000	8,600,000
<b>Project Funding:</b>								
General Fund								-
Gas Tax								-
Measure M2 - Local Fair Share								-
Measure M2 - Competitive								-
CARITS								-
Capital Reserve Funds								-
STIP Federal Grant								-
Other								-
Other								-
Unfunded							8,600,000	8,600,000
<b>Total Funding</b>	-	-	-	-	-	-	8,600,000	8,600,000

## City of Laguna Hills Capital Improvement Project

**Program:** Trails and Open Space  
**Project Name:** Ridge Route Open Space  
**Project No.:** 618



**Description:** Temporary conversion of road right of way to alternate uses of trail, passive park, community garden and/or RV storage/parking lot.

**Purpose / Justification:** Temporary utilization of future road right of way.

**Other Agencies Involved:** None

**Outside Agencies/Entities Clearance or Coordination Needs:** None

**Operating Budget Impact:** Annual landscape maintenance cost of \$3,000 and utility costs of \$2000.

**Source of Cost Estimates:** Preliminary ☒ Based on Design ☐ Actual Bid ☐

**Schedule:** Future

**Project Name:** Ridge Route Open Space  
**Project Number:** 618

**Site Map**



**Project Costs and Project Funding**

	2013-14	2014-15	2015-16	2016-17	2017-18	2018-19	Future	Total
<b>Project Costs:</b>								
Planning/Design							75,000	75,000
Admin/Inspection							50,000	50,000
Land Acquisition								-
Construction							675,000	675,000
Equipment								-
<b>Total Cost</b>	-	-	-	-	-	-	800,000	800,000
<b>Project Funding:</b>								
General Fund								-
Gas Tax								-
Measure M2 - Local Fair Share								-
Measure M2 - Competitive								-
CARITS								-
Capital Reserve Funds								-
STIP Federal Grant								-
Other								-
Other								-
Unfunded							800,000	800,000
<b>Total Funding</b>	-	-	-	-	-	-	800,000	800,000



## City of Laguna Hills Capital Improvement Project

**Program:** Trails and Open Space  
**Project Name:** Slope Renovation South of Aliso Creek  
**Project No.:** 619



**Description:** Renovation of an existing landscape slope southerly of Aliso Creek and westerly of I-5. This slope is approximately 2.4 acres and is in prominent public view.

**Purpose / Justification:** Replace antiquated irrigation and marginal landscape materials for improved aesthetics, water conservation and community satisfaction.

**Other Agencies Involved:** None

**Outside Agencies/Entities Clearance or Coordination Needs:** None

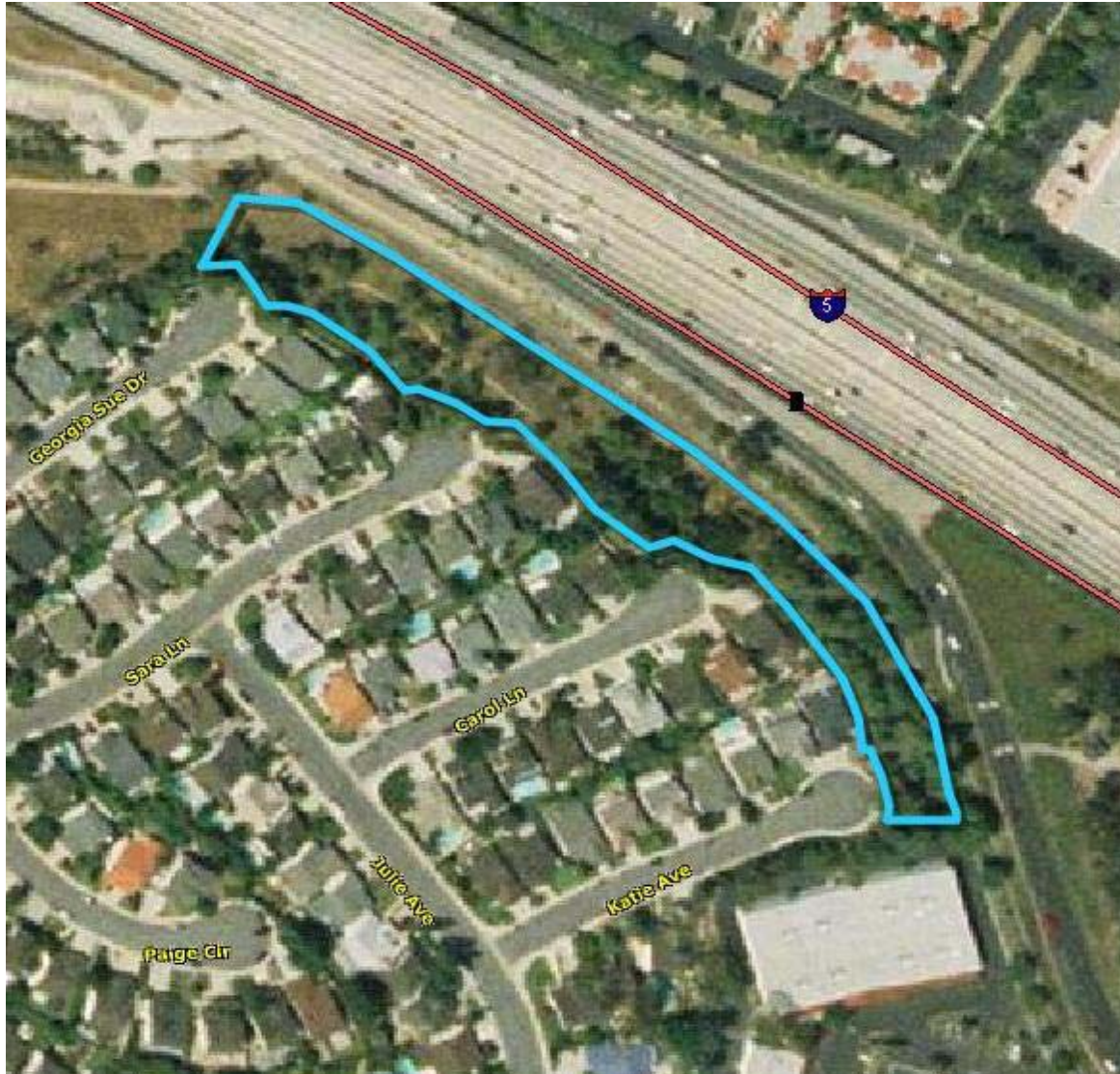
**Operating Budget Impact:** This site is already included in our landscape maintenance budget, no net change expected.

**Source of Cost Estimates:** Preliminary ☒ Based on Design ☐ Actual Bid ☐

**Schedule:** Future

**Project Name:** Slope Renovation South of Aliso Creek  
**Project Number:** 619

**Site Map**



**Project Costs and Project Funding**

	2013-14	2014-15	2015-16	2016-17	2017-18	2018-19	Future	Total
<b>Project Costs:</b>								
Planning/Design							75,000	75,000
Admin/Inspection							50,000	50,000
Land Acquisition								-
Construction							475,000	475,000
Equipment								-
<b>Total Cost</b>	-	-	-	-	-	-	600,000	600,000
<b>Project Funding:</b>								
General Fund								-
Gas Tax								-
Measure M2 - Local Fair Share								-
Measure M2 - Competitive								-
CARITS								-
Capital Reserve Funds								-
STIP Federal Grant								-
Other								-
Other								-
Unfunded							600,000	600,000



## City of Laguna Hills Capital Improvement Project

**Program:** Trails and Open Space  
**Project Name:** Miscellaneous Landscape Renovations  
**Project No.:** 620



**Description:** The renovation of various landscape pockets and otherwise isolated landscape areas that are not a part of other improvement projects to improve landscaping and irrigation systems. These include areas such as the following:

- Slope behind El Capitan from Marin to el Conejo Park (Area 35)
- Corner of Aliso Hills at La Paz (Area 37)
- Alameda east parkway from Aliso Hills to Elena (Area 38)
- Aliso Hills north parkway from Alicia to Mendocino Park (Area 42)
- Triangle on Paseo de Valencia at Cabot (Area 55)
- Slope behind Buena Vista, Los Gatos, Elena, Solano (Area 57)
- Moulton east parkway from Santa Maria to Ridge Route (Area 69.1)
- Santa Vittoria median island at Lake Forest (Area 70)
- Corner of Alameda at La Paz (Area 99)
- Corner of Alicia at Aliso Hills (Area 103)

**Purpose / Justification:** Replace antiquated irrigation systems and marginal landscape materials for improved aesthetics, water conservation and community satisfaction.

**Other Agencies Involved:** None

**Outside Agencies/Entities Clearance or Coordination Needs:** None

**Operating Budget Impact:** These areas are already incorporated into the landscape maintenance services budget. Improvements, however, will likely require a higher frequency of maintenance at an added incremental cost balanced against reduced irrigation costs due to more efficient irrigation practices.

**Source of Cost Estimates:** Preliminary ☒ Based on Design ☐ Actual Bid ☐

**Schedule:** Future

**Project Name:** Miscellaneous Landscape Renovations - Various Areas  
**Project Number:** 620

**Site Map**



**Project Costs and Project Funding**

	2013-14	2014-15	2015-16	2016-17	2017-18	2018-19	Future	Total
<b>Project Costs:</b>								
Planning/Design							150,000	150,000
Admin/Inspection							100,000	100,000
Land Acquisition								-
Construction							1,500,000	1,500,000
Equipment								-
<b>Total Cost</b>	-	-	-	-	-	-	1,750,000	1,750,000
<b>Project Funding:</b>								
General Fund								-
Gas Tax								-
Measure M2 - Local Fair Share								-
Measure M2 - Competitive								-
CARITS								-
Capital Reserve Funds								-
STIP Federal Grant								-
Other								-
Other								-
Unfunded							1,750,000	1,750,000
<b>Total Funding</b>	-	-	-	-	-	-	1,750,000	1,750,000

## City of Laguna Hills Capital Improvement Project

**Program:** Trails and Open Space  
**Project Name:** Recycled Water Conversions  
**Project No.:** 621



**Description:** Conversion of existing domestic water based landscape irrigation systems at various open spaces, slopes and parkways to water efficient recycled water systems in the area serviced by Moulton Niguel Water District. Proposed conversion areas include the following:

- Open space north of La Paz and west of Paseo de Valencia (Area 27)
- Northside Luna Bonita from La Serra to El Segundo (Area 37)
- Alameda eastside parkway from La Paz to Aliso Hills (Area 38)
- Oso northside parkway from Tombstone to Bridlewood (Area 53)

**Purpose / Justification:** Replace antiquated irrigation systems and convert them to recycled water to 1) conserve water 2) utilize a renewable water source and 3) reduce costs for the purchase of water. The City has an obligation under the rules issued by the State and implemented by MNWD to convert to recycled water for irrigation uses when possible.

**Other Agencies Involved:** None

**Outside Agencies/Entities Clearance or Coordination Needs:** MNWD

**Operating Budget Impact:** The sites are already included in our landscape maintenance budget, no net change expected.

**Source of Cost Estimates:** Preliminary ☒ Based on Design ☐ Actual Bid ☐

**Schedule:** Future

**Project Name:** Recycled Water Conversions  
**Project Number:** 621

**Site Map**



**Project Costs and Project Funding**

	2013-14	2014-15	2015-16	2016-17	2017-18	2018-19	Future	Total
<b>Project Costs:</b>								
Planning/Design							150,000	150,000
Admin/Inspection							75,000	75,000
Land Acquisition								-
Construction							825,000	825,000
Equipment								-
<b>Total Cost</b>	-	-	-	-	-	-	1,050,000	1,050,000
<b>Project Funding:</b>								
General Fund								-
Gas Tax								-
Measure M2 - Local Fair Share								-
Measure M2 - Competitive								-
CARITS								-
Capital Reserve Funds								-
STIP Federal Grant								-
Other								-
Other								-
Unfunded							1,050,000	1,050,000
<b>Total Funding</b>	-	-	-	-	-	-	1,050,000	1,050,000



## Appendix 1

# FINANCIAL POLICIES



# CITY OF LAGUNA HILLS



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## CITY COUNCIL POLICY

**SUBJECT: FINANCIAL POLICIES**  
**POLICY No. 105**

*Effective Date: July 1, 2013*  
*Last Revision: March 13, 2007*

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### **PURPOSE:**

Provide the framework and direction for financial planning and decision making by the City Council and City staff. These policies are designed to ensure the financial integrity of the City and a service delivery system that addresses the needs and desires of the citizens of Laguna Hills.

These policies establish financial parameters that will guide the budget development and deliberation process, safeguard financial assets, and maintain the City's strong financial condition.

### **BACKGROUND:**

These policies have been designed to safeguard financial assets, maintain the integrity of financial and accounting systems, and ensure the long-term fiscal viability of the City. The emphasis in these policies is that the long-term implications of financial decisions are fully understood and taken into account in the decision-making process. These policies will be reviewed by the City Council at the beginning of each biennial budget development process.

### **POLICY:**

#### **A. BUDGETING**

1. The City Manager shall present a proposed budget to the City Council on a biennial basis to be adopted no later than June 30<sup>th</sup> preceding the commencement of the two-year budget cycle. The budget will be prepared, presented, and administered by the City Manager and Assistant City Manager/Finance Director. It will serve as the policy document of the City Council for implementing City Council goals and objectives.
2. The City will maintain a long-range fiscal perspective through the use of a two-year operating budget, six-year Capital Improvement Plan, and an Eight-Year Resource Allocation Plan. The Budget will be developed and adopted with a sharp focus on long-term financial solvency and compliance with these Financial Policies.
3. The budget is a resource-allocation document and serves as the financial plan for the City. It will serve as the policy document of the City Council and will provide policy direction to the City Manager in the areas of desired service levels and funding priorities.

## CITY COUNCIL POLICY

### No. 105

#### FINANCIAL POLICIES

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4. Opportunities will be provided for public input during the City Council's public review and budget adoption process. Although not required by State or local laws, the City will hold a noticed public hearing prior to the adoption of the budget.
5. The budget document will be prepared so that it: (1) facilitates public study and (2) effectively communicates key economic issues and fiscal policies. Assumptions for underlying revenue sources and expenditure estimates will be explained and documented.
6. It is the City's policy to fund current year operating expenditures with current year operating revenues. In the budget proposal presented by the City Manager, recurring revenues shall meet or exceed recurring expenditures for ongoing operations. The City will strive to achieve and maintain an operating revenues-to-operating expenditures ratio of 1.1 to 1 or greater.

The formula for calculating this ratio is:

$$\frac{\text{Operating Revenues}^{(1)} + \text{Enterprise Fund Net Cash Flow}}{\text{Operating Expenditures} + \text{Direct Net Debt Service}}$$

(1) *For the purpose of this calculation, Operating Revenues shall include interest earnings which shall be limited to a maximum of 10% of Operating Revenues.*

7. No one-time, non-recurring revenues or Gas Tax revenues may be used in determining the ratio defined in paragraph 6 of this section. In the event this ratio is impossible to maintain without cuts in service levels, the City Manager will present recommended actions to the City Council.
8. The City Council may authorize the use of reserves and/or non-recurring revenues to balance the budget when unforeseen events occur that reduce the City's recurring revenues, and to direct the City Manager to make budgetary recommendations that will re-balance the budget within a specified timeframe.
9. All budgetary procedures will conform to state regulations and Generally Accepted Accounting Principles (GAAP) for governmental agencies.
10. The City's budget will be presented by department with a logical breakdown of programs. The budget format will clearly outline the major service areas and the associated expenditures.
11. The budgeting process will include quarterly reports to the City Council and will include budgetary status and compliance. The City Manager will notify the City Council whenever changing operations or economic developments require corrective budgetary modifications. The City Manager shall also inform the City Council if operating revenues are projected to decrease by more than 10% from the adopted Budget.
12. All appropriations in the Operating Budget will be automatically carried over from the first year to the second year of the two-year budget period.
13. Departmental budget control shall be the responsibility of the Department Head. Department Heads shall, with the concurrence of the Assistant City

## **CITY COUNCIL POLICY**

### **No. 105**

#### **FINANCIAL POLICIES**

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Manager/Finance Director, have the authority to move appropriations between line items within their departmental budgets. At the discretion of the City Manager, expenditures may be moved from one department to another, or between funds within the Operating Budget.

14. At the discretion of the City Manager, expenditures may be moved from one capital improvement project to another within the adopted Capital Improvement Plan.
15. During the budget cycle, special circumstances may require an increase in the appropriations established in the adopted budget and would require a budget amendment. These may include:
  - a) changes to spending priorities;
  - b) increase in operating or capital expenditures;
  - c) decrease in operating revenues.
16. City Council approval is required to increase the total sum of the appropriations made for the Operating Budget or the Capital Improvement Plan from the adopted Budget Resolution. City Council approval is also required to move appropriations between the Operating Budget and the Capital Improvement Plan.

#### **B. CAPITAL PLANNING**

1. The purpose of the Capital Improvement Plan is to systematically plan, schedule, and finance capital projects as approved and prioritized by the City Council. The Capital Improvement Plan will be a six-year plan and will include major rehabilitation costs to existing infrastructure and facilities, as well as the cost of new facilities or capital improvements. Staff will inventory and assess the condition of all major capital assets every two years and make recommendations to the City Council regarding any modifications to the Capital Improvement Plan as part of the budget development process.
2. Capital projects will include projected changes in operating and maintenance costs, work force requirements, productivity, and risk management considerations.
3. A capital improvement project shall be established for all projects greater than \$100,000 with an expected useful life of at least 3 years that also meet the definition of a public project per Section 22002 of the State Public Contracts Code. These include projects involving construction, reconstruction, alteration, renovation, improvement, demolition or major repair work. This excludes routine, recurring and usual work for the preservation, protection, or maintenance of publicly owned land, improvements and equipment.
4. For purposes of this policy, the scope of a proposed capital improvement project may be defined as the work to be undertaken at a single location. However, if work at a specific location would not otherwise meet the cost threshold for establishing a separate capital improvement project and similar work is to take

**CITY COUNCIL POLICY**  
**No. 105**  
**FINANCIAL POLICIES**

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place at other locations(s) during the six-year plan, then all such similar work shall be defined as one capital improvement project.

5. The Capital Improvement Plan process will realistically assess potential future revenues and avoid commitments for projects that lack economic feasibility. The Capital Improvement Plan will recognize the borrowing limitation of the City and the debt tolerance of the City as a whole.
6. All budgeted capital improvement projects automatically re-appropriate each fiscal year until the project is completed.

**C. ACCOUNTING, AUDITING, AND FINANCIAL REPORTING**

1. The City's accounting and financial reporting systems shall be maintained in accordance with generally accepted accounting principles (GAAP) and other standards promulgated by the Governmental Accounting Standards Board (GASB).
2. The City shall prepare an annual report, in a Comprehensive Annual Financial Report (CAFR) format, which shall conform to the reporting standards established by the Governmental Accounting, Auditing and Financial Reporting (GAFR).
3. The annual financial report will be audited each year by an independent auditor. A new independent auditor shall be selected competitively, through a formal public request for proposal process, at least every six years pursuant to State law.
4. An Audit Committee shall be formed consisting of the City Manager, or his designee, and two Council Members for the purpose of providing a direct line of communication between the auditor and the City Council. The City Attorney shall be available to advise the Audit Committee.

**D. CASH MANAGEMENT, INVESTMENTS, AND BANKING RELATIONS**

1. Investments and cash management will be the responsibility of the Deputy Treasurer/Finance Director under the direction of the City Manager/Treasurer.
2. In accordance with Section 53646 of the Government Code, the City Council will review and update annually a specific investment and portfolio policy. The primary purpose of this policy is to set forth the City's investment philosophy and objectives. The City's investment objectives are: safety; compliance with Federal, State and local laws; liquidity; and yield. The policy also specifically outlines authorized investments, the acceptable percentages and maximum maturities allowed for each investment instrument and the criteria used to determine qualified depositories/dealers.
3. In the selection of banking services, a competitive public request for proposal process will be used at least every ten years.

**CITY COUNCIL POLICY**  
**No. 105**  
**FINANCIAL POLICIES**

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**E. DEBT MANAGEMENT**

1. The most appropriate use of debt financing is for the purchase or construction of major capital facilities that will serve as a long-term community asset. In this instance, the use of a long-term debt instrument can spread the acquisition and construction costs of the facility over the period of years during which it will be used by the community. On the one hand, today's taxpayers need not pay for benefits enjoyed by others in the future. On the other hand, current residents should not burden their successors with costs that exceed the benefits of aging facilities.
2. The City will not use long-term debt financing for any recurring purpose such as current operating and maintenance expenditures.
3. The City's debt management shall conform to all other budgeting and financial reporting policies where applicable. All debt issuance shall comply with Federal and State requirements.
4. The term of any City debt issue shall not exceed the useful life of the assets being acquired or constructed by the debt issue.
5. Accompanying each debt issue will be an assessment of the City's capacity to repay the debt. The assessment will address the effects on the current Operating Budget, Capital Improvement Plan, and Eight-Year Resource Allocation Plan. Commitments to future operations, maintenance costs and stable debt retirement sources will also be identified.
6. For all outstanding General Fund debt, the City will not exceed a maximum debt burden of 12% of Operating Revenues. This debt service ratio shall be calculated as follows:

$$\frac{\text{Direct Net Debt Service}^{(1)}}{\text{Operating Revenues}^{(2)} + \text{Enterprise Fund Net Cash Flow}}$$

(1) *Direct Net Debt is defined as any debt service paid by the General Fund and does not include self-supporting debt such as special assessments.*

(2) *For the purpose of this calculation Operating Revenues shall include interest earnings which shall be limited to a maximum of 10% of General Fund Revenues.*

7. In addition, the City shall calculate the Direct Net Debt Per Capita ratio and verify that it falls within the guidelines as recommended by Standard & Poor's bond rating agency to assure that the City maintain the best possible bond rating. The ratio shall be calculated as follows:

$$\frac{\text{Direct Net Debt Outstanding}^{(1)}}{\text{Population}}$$

(1) *Direct Net Debt is defined as debt that is supported by the General Fund. It does not include any self-supporting debt such as special assessments.*



## **CITY COUNCIL POLICY**

### **No. 105**

#### **FINANCIAL POLICIES**

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8. No bond issue will be undertaken without consulting appropriate external financial advisers, bond counsel and disclosure counsel. Financial advisers and bond counsel will be selected in a manner consistent with the City's customary practice of hiring professional services.
9. The City will provide full disclosure on every financial report and bond prospectus and will strive to maintain the best possible bond rating on all debt issuances including an AA implied underlying General Fund rating from Standard & Poor's, or its equivalent. Ongoing efforts will be taken to improve and enhance the City's bond rating and the marketability of its debt.

#### **F. REVENUE AND EXPENDITURES**

1. The City will maintain a level of expenditures which will provide for the health, safety and welfare of the residents of the community.
2. The City will endeavor to maintain a diversified and stable revenue base to minimize the effects of fluctuations in any single revenue source. Efforts will be directed to optimize existing revenue sources while periodically reviewing potential new revenue sources.
3. The City will project revenues using conventional forecasting methods including trend and statistical analysis. In the case of assumption uncertainty, conservative projections will be utilized based on appropriate and available socio-political and economic factors.
4. Intergovernmental assistance shall be used to finance only those capital improvements that are consistent with the City's Capital Improvement Plan and local government priorities, and whose operation and maintenance costs have been included in operating budget forecasts.
5. User fees shall not exceed the reasonable estimated cost of providing the service (or for administering the regulatory program) for which the fee is charged and shall not be levied for revenue generating purposes. Such costs are to be apportioned so that charges allocated to a payer bear a fair and reasonable relationship to the payer's burdens on or benefits from the service or regulatory activity.

User fees shall be established to ensure that the fees are reasonable, fair, equitable in nature, and are proportionately representative of the costs incurred by the City. The City shall recalculate the full cost of activities supported by user fees to take into account inflation and other cost increases at least every seven years.

6. Direct development processing costs and related administrative expenses shall be totally offset by development fees, whenever possible. However, in the interest of public health, safety and welfare, the City Council may, at its discretion, establish a charge and or fee that does not fully recover the costs of providing the service.

## **CITY COUNCIL POLICY**

### **No. 105**

#### **FINANCIAL POLICIES**

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7. The City Manager will provide quarterly reports to the City Council that compares year-to-date actuals with revenue projections. The City Manager will notify the City Council whenever changing operations or economic developments require corrective budgetary measures.
8. Gas tax revenues will be annually earmarked to offset all costs in connection with the City's annual street maintenance program. The City will strive to maintain this program in such a manner that will not require the infusion of General Fund revenues.

#### **G. FUND BALANCE**

1. Fund balance is essentially the difference between the assets and liabilities reported in a governmental fund. There are five separate components of fund balance, each of which identifies the extent to which the City is bound to honor constraints on the specific purposes for which amounts can be spent.
  - Nonspendable fund balance (inherently nonspendable)
  - Restricted fund balance (externally enforceable limitations on use)
  - Committed fund balance (self-imposed limitations on use)
  - Assigned fund balance (limitation resulting from intended use)
  - Unassigned fund balance (residual net resources)

The first two components listed above are not addressed in this policy due to the nature of their restrictions. An example of nonspendable fund balance is prepaid items. Restricted fund balance is either imposed by law or constrained by grantors, contributors, or laws or regulations of other governments. This policy is focused on financial reporting of unrestricted fund balance, or the last three components listed above.

2. **Committed Fund Balance:** The City Council may commit fund balance for specific purposes pursuant to constraints imposed by formal actions taken, such as an ordinance or resolution. These committed amounts cannot be used for any other purpose unless the City Council removes or changes the specified use through the same type of formal action taken to establish the commitment.
3. **Assigned Fund Balance:** These are amounts that are constrained by the City's intent to be used for specific purposes, but are neither restricted nor committed. This policy hereby delegates the authority to assign amounts to be used for specific purposes to the City Manager, or his/her designee, for the purpose of reporting these amounts in the annual financial statements.
4. **Unassigned Fund Balance:** These are the residual positive net resources of the general fund in excess of what can properly be classified in one of the other four categories.
5. **Restricted fund balance** should be spent first when an expenditure is incurred for purposes for which both restricted and unrestricted fund balance are available. Similarly, when an expenditure is incurred for purposes for which amounts in any of the unrestricted classifications of fund balance could be used, then committed amounts should be reduced first, followed by assigned amounts and then unassigned amounts

**CITY COUNCIL POLICY**  
**No. 105**  
**FINANCIAL POLICIES**

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**H. RESERVES**

1. The City will strive to achieve and maintain a minimum Assigned and Unassigned (hereafter, Unencumbered) Fund Balance Reserve of 40% of the annual operating budget for operating contingencies, emergencies caused by calamitous events, economic uncertainty and to stabilize fluctuations in cash flow requirements. The formula for calculating this ratio is:

$$\frac{\text{Budgeted or Projected Year End Unencumbered Fund Balance}}{\text{Current Operating Expenditures + Direct Net Debt Service}}$$

The City will also strive to achieve and maintain a minimum Unassigned Fund Balance of 25%. The formula for calculating this ratio will be the same as that above, but will exclude Assigned portions of Fund Balance.

2. In order to meet long-range maintenance and future equipment repair and replacement needs, the City shall maintain Maintenance Reserve Funds for: the Community Center; the Sports Complex; the Civic Center; and park equipment for component parts with a value of over \$ 50,000. The City shall maintain a fiscally responsible funding plan that will fully fund the long-term maintenance and replacement costs of major capital equipment within these facilities.

The City shall conduct a reserve analysis study to determine the amount required to fully fund the Maintenance Reserve at least every seven (7) years. The City will annually assign a portion of fund balance to fully fund the anticipated maintenance and replacement costs for identified components.

3. A Liability Self-Insurance Fund shall be maintained for the purpose of setting aside resources for costs not covered by the City's insurance programs such as claims within the City's self-insurance retention.
4. The City shall maintain a PERS Employer Contribution Stabilization Fund in order to reduce volatility in the employer contribution rates set by PERS. If the City's Actual Required Contribution (ARC) in any given year falls below 9%, the City shall contribute to this stabilization fund the difference between 9% and the City's actual ARC. In years when the actual ARC is above 9%, the City Manager may use monies in the Stabilization Fund to pay for any contribution amounts above 9%. The City Manager will notify the City Council when monies from this fund are used to pay any portion of the City's ARC above 9%.
5. The City shall remain in compliance with the requirement of the Government Accounting Standards Board's (GASB) most current Statements for the accounting and disclosure of information regarding the City's measurement and recognition of pension expenditures and related assets and liabilities.

**I. EMPLOYEE COMPENSATION**

1. The City has an established employee compensation program that is designed to attract and retain highly qualified individuals who are capable of delivering a

## **CITY COUNCIL POLICY**

### **No. 105**

#### **FINANCIAL POLICIES**

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high level of service in a streamlined organization. The City will continue this commitment to competitive, market-based compensation and pay for performance.

2. For non-management employees, the City will strive to maintain a highly competitive salary and benefits program which sets the top step of salary ranges at 5% above the Comparator Agencies average for each comparable position. The Comparator Agencies are those cities identified in the City's 2011 Comprehensive Compensation Study. The City Manager will annually conduct a survey of comparable positions in the Comparator Agencies and recommend to the City Council salary adjustments in keeping with this policy, or any current Memorandum of Understanding.
3. Salary adjustments within a classification range may be given after the required comprehensive performance appraisal and will be based on merit only.

#### **ATTACHMENTS:**

None



## Appendix 2

### MAJOR PLANS



# CITY OF LAGUNA HILLS

## Rating Results for Proposed FY 2013-15 Major Plans

	Status	Average	Rating of Interest Summary				
			Blount	Kogerman	Gilbert	Bressette	Carruth
City Council							
Hire one person to serve as liaison for Planning Comm., Business Dev., Senior Svcs. & Community Interactivity (Mayor Kogerman)		0.8	0	2	0	2	0
Develop a business plan for establishing a South Orange County Family Justice Center (Blount)	✓	1.4	2	2	2	1	0
Exercise the Irrevocable Offer of Dedication for Sheep Hills Park (Carruth)	✓	2.0	2	2	2	2	2
City Manager							
Facilitate the redevelopment of the Laguna Hills Mall area into a mixed-use development project	✓	2.0	2	2	2	2	2
Develop a Laguna Hills identity and conduct a public campaign to develop a City slogan		0.0	0	0	0	0	0
Identify strategies to lower water rates for Laguna Hills residents and businesses	✓	1.8	2	2	2	2	1
Parks and Recreation Commission							
Establish new Skate Park use section in Municipal Code, install fence around Skate Park facility	✓	2.0	2	2	2	2	2
Install netting on top and along the fence under the Edison Easement at the Community Center soccer fields		1.2	1	1	2	0	2
Install shade structures at the little league field bleacher areas at Cabot Park	✓	1.8	2	1	2	2	2
Modify the lower Cabot Park Little League field to allow for new Little League Division play for 11 to 13 year olds	✓	2.0	2	2	2	2	2
Install "LH" letters on the hill behind the Ralph's shopping center so letters are visible at Laguna Hills High School stadium	✓	2.0	2	2	2	2	2
Improve storage area at Comm. Center's Little League field & provide portable storage bin at upper Cabot Park for AYSO/LHLL joint use	✓	2.0	2	2	2	2	2
Administrative Services							
Update the City's website to improve efficiency and effectiveness	✓	2.0	2	2	2	2	2
Preserve history of Laguna Hills through creating oral history and video production	✓	1.2	0	2	0	2	2
Conduct comprehensive development processing fee study and prepare update fee schedule	U	2.0	2	2	2	2	2
IT Services							
Upgrade the City's phone system at both the Civic Center and the Community Center	✓	2.0	2	2	2	2	2
Community Development							
Evaluate zoning and building permit processes and regulations to streamline development review requirements	✓	2.0	2	2	2	2	2
Continue to facilitate the redevelopment of the Laguna Hills Mall as needed	✓	2.0	2	2	2	2	2
Evaluate the use of Administrative Citations to expedite the City's Code Enforcement process	✓	2.0	2	2	2	2	2
Provide inspection services and reviews for the redevelopment of The Village at Nellie Gail Ranch & Oakbrook Village	✓	2.0	2	2	2	2	2
Implement the City's CDBG contract with Aliso Meadows Condominium Association	✓	2.0	2	2	2	2	2
Public Services							
Evaluate alternative service delivery for Public Works Maintenance & Traffic Signal Maintenance	✓	2.0	2	2	2	2	2
Establish an American with Disability Act Evaluation Team, prepare Self-evaluation & ADA Title II Transition Plan		1.0	0	2	0	1	2
Evaluate the return of Holiday Banners for winter and spring holiday periods	✓	2.0	2	2	2	2	2
Evaluate city wide speed limits	✓	2.0	2	2	2	2	2
Establish new 5-year Professional Services Agreements for Civil Engineering and Landscape Architecture services	✓	2.0	2	2	2	2	2
Community Services							
Evaluate the recycling requirements and conditions for the next service agreement & conduct procurement process (Solid Waste)	✓	2.0	2	2	2	2	2
Public Safety							
Review current Police Services Contract, prepare study of the possible reallocation of staff and resources	✓	2.0	2	2	2	2	2

✓ - Project approved by the City Council as a Major Plan and funding has been incorporated into the proposed FY 13-15 Biennial Budget

U - Project approved by the City Council as a Major Plan but funding has **not** been incorporated into the proposed FY 13-15 Biennial Budget



## Appendix 3

# BUDGET PROCESS, BUDGETARY BASIS AND ACCOUNTING PRICIPLES

# CITY OF LAGUNA HILLS

## BUDGET PROCESS

The process adopted for this biennial budget document demonstrates the City's effort to provide a forthright style of financial management. The City's objective is to carry a "goal-driven" approach throughout the budget process. In doing so, the City budget is a "strategic" planning tool which aligns the City's operating and capital goals with the fiscal stability of the City.

Accordingly, the following are the six budget process phases and their respective major milestones:

- Phase 1 - Stakeholder Participation  
Design Citizen Survey Instrument; Management Staff Strategic Planning Session; Parks and Recreation Commission to review policies and recommendations in connection with parks and recreation operations of the City and the prioritization of parks capital projects; Traffic Commission to review policies and recommendations in connection with pertinent portions of public works and engineering operations of the City; Conduct the Citizen Survey; Discussion begins on Major Plans and CIP.
- Phase 2 - Policy Development and Review  
City Council review and update of City's financial policies.
- Phase 3 - Strategy Planning and Goal Setting  
Development of preliminary Major Plans, Work Programs, CIP 6-Year plan, and 8-Year Financial Plan; City Council Strategic Planning Session to review Commission recommendations and review and rank proposed Major Plans and Work Programs.
- Phase 4 - Financial Resource and Policy Linkage  
Continue development of CIP; Continue development of Departmental operating budgets; City Manager review of proposed CIP; City Manager review of proposed Departmental Operating Budgets; Complete revenue projections; City Council Study Session on proposed Operating Budget, Draft 8-Year Financial Plan, and CIP Budget.
- Phase 5 - Communication of Plan  
Staff completes proposed Operating Budget, CIP and 8-Year Financial Plan; City Council holds public hearing and adopts final Operating Budget and CIP for the 2013-2015 Biennial Budget; Final budget document printed and distributed; Budget posted on the Internet.

## **CITY OF LAGUNA HILLS**

### **BUDGET PROCESS**

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- Phase 6 - Accountability and Performance Measurement  
Mid-year Budget Review and Mid-cycle Budget Review.

#### **ADOPTION**

The budget is adopted by resolution. It is developed on a cash basis, including revenues and expenditures expected to be realized during the budgeted fiscal years. The fiscal year begins on July 1 and ends June 30. The City Council adopts a biennial budget before July 1 of every other fiscal year, immediately following the municipal election cycle.

#### **AMENDMENTS**

The City reviews its biennial budget during December 31<sup>st</sup> of each fiscal year and at mid-cycle (June 30<sup>th</sup> after 1<sup>st</sup> year of operation). At these times, when deemed necessary, budget amendments may be made. Amendments that do not affect the “bottom line” for the City may be recommended by the Assistant City Manager, for approval by the City Manager who has the authority to transfer amounts between departments and funds. Budget amendments that will bring about a change in the total appropriation require City Council approval in the form of a resolution.

\* \* \* \* \*

# CITY OF LAGUNA HILLS

## BUDGETARY BASIS AND ACCOUNTING PRINCIPLES

### **PRESENTATION**

The accounts of the City are organized and operated on the basis of funds, each of which is considered a separate accounting entity. The operations of each fund are accounted for with a separate set of self-balancing accounts that comprise its assets, liabilities, fund equity, revenues and expenditures, as appropriate. Government resources are allocated to and accounted for in individual funds based upon the purposes for which they are to be spent and the means by which spending activities are controlled. The funds used by the City of Laguna Hills are grouped as follows:

#### Governmental Funds

##### General Fund

The General Fund is the chief operating fund of the City and is used to account for all financial resources traditionally associated with government, which is not required legally or by sound financial management to be accounted for in another fund.

##### Capital Projects Fund

The Capital Projects Fund is used to account for and report the financial resources that are restricted, committed, or assigned to expenditures for capital outlay, including the acquisition or construction of the City's capital facilities and other capital assets.

##### Special Revenue Funds

The Special Revenue Funds are used to account and report the proceeds of specific revenue sources that are legally restricted or committed to expenditures for specified purposes other than debt service or capital projects. The City of Laguna Hills maintains special revenue funds for gas taxes, various types of transportation funding, and grants for air quality improvement, law enforcement, community development and recycling programs.

#### Fiduciary Funds

##### Agency Fund

The City of Laguna Hills maintains separate agency funds to account for construction deposits and trust monies from builders, land developers and other agencies, as well as for deferred compensation retirement funds held for City employees. These funds are custodial in nature and do not involve measurement of results of operations.



**CITY OF LAGUNA HILLS**  
**BUDGETARY BASIS AND ACCOUNTING PRINCIPLES**

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Proprietary Funds

Property Leasing

The City Hall Fund is used to account for activity pertaining to the leasing of certain areas in the Laguna Hills Civic Center, which has been the City Hall site and seat of government since June 28, 2004.

**BASIS OF ACCOUNTING**

Basis of accounting refers to when revenues and expenditures are recognized in the accounts and reported in the financial statements. Basis of accounting relates to the timing of the measurements made, regardless of the measurement focus applied.

All of the governmental funds and agency funds are accounted for using the modified accrual basis of accounting, which recognizes increases and decreases in financial resources only to the extent that they reflect near-term inflows and outflows of cash. Revenues are only recognized to the degree it becomes measurable and available to finance expenditures of the fiscal period. Expenditures are generally recognized when payment is due; since it is only at that time they are normally liquidated with expendable available finance resources.

**BUDGETARY POLICY AND CONTROL**

General Budget Policies

The City Council approves the biennial budget submitted by the City Manager prior to the beginning of the new fiscal year. Public hearings are conducted prior to its adoption by the City Council. The City Council has the legal authority to amend the budget during the fiscal year. At the discretion of the City Manager, expenditures may be moved from one department to another, or between funds within the Operating Budget. The City Manager also has the authority to move expenditures from one capital improvement project to another within the adopted Capital Improvement Plan. City Council approval is required to increase the total sum of the appropriations made for the Operating Budget or the Capital Improvement Plan from the adopted Budget Resolution. City Council is also required to move appropriations between the Operating Budget and the Capital Improvement Plan.

The City maintains budgetary controls to ensure compliance with legal provisions embodied in the appropriated budget approved by the City Council. The level of budgetary control is total expenditures by fund. Formal budgetary integration is employed as a management control device during the year for the governmental type funds.

Variances between budget and actual activity are reported to the City Manager quarterly during the fiscal year and periodic amendments are made to the budget to reflect changes in budget estimates.

**CITY OF LAGUNA HILLS**  
**BUDGETARY BASIS AND ACCOUNTING PRINCIPLES**

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Continuing Appropriations

All appropriations in the Operating Budget will be automatically carried over from the first year to the second year of the two-year budget period. All budget capital improvement projects automatically re-appropriate each fiscal year until the project is completed.

Budgetary Basis of Accounting

Budgets for the governmental type of funds are adopted on a basis consistent with generally accepted accounting principles (GAAP). For all governmental funds types, financial statements comparing the legally adopted budget with actual data on the budgetary basis are included in the City Comprehensive Annual Financial Report.

\* \* \* \* \*



## Appendix 4

# BUDGET CALENDAR

# CITY OF LAGUNA HILLS

## BUDGET CALENDAR

### FY 2013 – 2015

#### PHASE 1 - STAKEHOLDER PARTICIPATION February 2013 – April 2013

- Management/Staff Strategic Planning Session
- Parks and Recreation Commission to provide recommendations in connection with parks and recreation operations and the prioritization of parks capital projects.
- Traffic Commission to provide recommendations in connection with public works and engineering operations.
- Discussion begins on Major Plans and CIP.

#### PHASE 4 - FINANCIAL RESOURCE & POLICY LINKAGE April 2013-May 2013

- Continue development of CIP and Department Operating Budgets.
- City Manager review of CIP and Operating Budgets.
- Complete revenue projections.
- **City Council** Study Session on Operating Budget, Draft 8-Year Financial Plan, and CIP Budget.

#### PHASE 2 - POLICY DEVELOPMENT & REVIEW April 2013

- **City Council** review the City's financial position and policies.

#### PHASE 5 – COMMUNICATION OF PLAN Summer 2013

- Completion of Proposed Operating and CIP Budgets.
- Completion of 8-Year Financial Plan
- **City Council** holds public hearing and adopts Operating & CIP Budgets.
- Biennial Budget 2013-2015 printed and posted on Internet.
- Summary Budget report in City Views.

#### PHASE 3 – STRATEGIC PLANNING & GOAL SETTING April 2013

- Development of preliminary Major Plans, Work Programs, CIP 6-Year Plan, and 8-Year Financial Plan.
- **City Council** Strategic Planning Session to review Commission recommendations, and review and rank proposed Major Plans and Work Programs.

#### PHASE 6 - ACCOUNTABILITY & PERFORMANCE MEASUREMENT Ongoing

- Mid-year Budget Review.
- Mid-cycle Budget Review.
- Quarterly Financial Reports.



## Appendix 5

### APPROPRIATIONS LIMIT



RESOLUTION NO. 2013-06-25-3

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF LAGUNA HILLS, CALIFORNIA, DETERMINING AND ADOPTING AN APPROPRIATIONS LIMIT FOR FISCAL YEAR 2013/14 IN ACCORDANCE WITH ARTICLE XIIIB OF THE CONSTITUTION OF THE STATE OF CALIFORNIA, AND SECTION 7910 OF THE GOVERNMENT CODE

WHEREAS, Article XIIIB requires public entities in the State of California to set an annual Appropriations Limit; and

WHEREAS, the league of California Cities issued in March 1991 uniform guidelines for the implementation of the provision of Article XIIIB of the California Constitution; and

WHEREAS, Government Code Section 7910 calls for the adoption of the annual Limit prior to the beginning of the FY 2013/14; and

WHEREAS, Article XIIIB requires the City Council to select the population and inflation factors for the year's Appropriations Limit calculation; and

WHEREAS, the Appropriations Limit must be adhered to in adopting the City's Biennial Budget.

NOW, THEREFORE, THE CITY COUNCIL OF THE CITY OF LAGUNA HILLS, CALIFORNIA, DOES RESOLVE, DECLARE, DETERMINE, AND ORDER AS FOLLOWS:

SECTION 1. That in accordance with Article XIIIB of the Constitution of the State of California and Section 7910 of the Government Code and as set forth in detail in the attached Exhibit "A" the Appropriations Limit beginning July 1, 2013, is established at \$32,189,463.

SECTION 2. That the inflation factor being utilized to calculate the FY 2013/14 is based on the California per capita income.

SECTION 3. That the population factor being utilized to calculate FY 2013/14 Appropriations Limit is the population growth for the County of Orange.

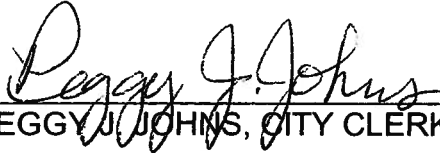
SECTION 4. That the Appropriations Limit shall not be exceeded in the adopted budget nor by any proposed amendment to the budget.

PASSED, APPROVED, AND ADOPTED this 25<sup>th</sup> day of June, 2013.



BARBARA D. KOGERMAN, MAYOR

ATTEST:



PEGGY J. JOHNS, CITY CLERK

STATE OF CALIFORNIA )  
COUNTY OF ORANGE ) ss  
CITY OF LAGUNA HILLS )

I, Peggy J. Johns, City Clerk of the City of Laguna Hills, California, DO  
HEREBY CERTIFY that the foregoing is a true and correct copy of  
Resolution No. 2013-06-25-3 adopted by the City Council of the City of Laguna Hills,  
California, at a Regular Meeting thereof held on the 25<sup>th</sup> day of June 2013, by the  
following vote:

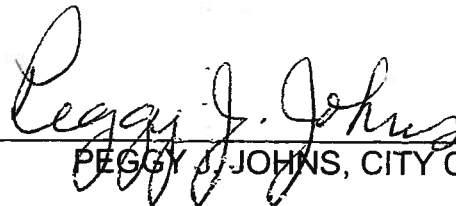
AYES: Council Members Bressette, Carruth, Gilbert, and Mayor  
Kogerman

NOES: None

ABSENT: Mayor Pro Tempore Blount

ABSTAIN: None

(SEAL)



PEGGY J. JOHNS, CITY CLERK

**Exhibit A**  
**CITY OF LAGUNA HILLS**  
Appropriations Limit Summary

In November 1979, the voters of the State of California approved Proposition 4, commonly known as the "Gann Initiative." The Proposition created Article XIII B of the State Constitution placing limits on the amount of revenue, which can be spent by all entities of government from the "proceeds of taxes." Proposition 4 became effective for the 1980-81 fiscal year, but the formula for calculating the limit was based on the 1978-79 "base year" revenues.

Section 9710 of the California Government Code, added in 1980 by the State Legislature, provides that "each year, the governing body of each local jurisdiction shall, by resolution, establish its appropriations limit for the following year..."

In order to address the increasing number of complaints by agencies about the restrictions of Proposition 4, and to provide guidelines for local governments in adopting their limits, the voters approved Proposition 111 in June 1990. Among other things, Proposition 111 provided new adjustment formulas, which make the Appropriations Limit more responsive to local growth issues. Proposition 111 also established a requirement for an annual review of Limit calculations.

Comparing the FY 2013/14 Appropriations Limit of \$32,189,463 and the Appropriations Subject to the Limit of \$10,473,797 indicates that the City will be well below its Appropriations Limit. The City's budgeted revenues for FY 2013/14 subject to limitation will be below its legal limit by \$21,715,665.

**2012/13 Appropriations Limit**

2012/13 factor - change in per capita personal income	3.77%
2012/13 factor - change in County population	0.89%
\$29,022,451 x 1.0377 x 1.0089 .....	\$ 30,384,635

**2013/14 Appropriations Limit**

2013/14 factor - change in per capita personal income	5.12%
2013/14 factor - change in County population	0.78%
\$30,384,635 x 1.0512 x 1.0078 .....	\$ 32,189,463



## Appendix 6

# BUDGET RESOLUTION

RESOLUTION NO. 2013-06-25-5

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF LAGUNA HILLS, CALIFORNIA, ADOPTING THE OPERATING BUDGET, CAPITAL IMPROVEMENT PROGRAM AND OTHER APPROPRIATIONS FOR THE CITY OF LAGUNA HILLS FOR FISCAL YEARS 2013/2014-2014/2015

WHEREAS, the City Manager of the City of Laguna Hills has submitted to the City Council a proposed budget for Fiscal Years 2013/2014-2014/2015; and

WHEREAS, the City Council did consider said proposed budget and fixed June 25, 2013, as the date of public hearing; and

WHEREAS, after duly giving notice, the City Council did hold such public hearing, and all comments presented to the City Council were considered and evaluated.

NOW, THEREFORE, THE CITY COUNCIL OF THE CITY OF LAGUNA HILLS, CALIFORNIA, DOES RESOLVE, DECLARE, DETERMINE, AND ORDER AS FOLLOWS:

SECTION 1. The City Manager's proposed operating budget shall be adopted in the amount of \$17,327,545, for FY 2013-2014 and \$17,792,484 for FY 2014-2015, and shall include any changes made and approved as a result of the City's public hearing conducted on June 25, 2013.

SECTION 2. The City Manager's proposed Capital Improvement Plan shall be adopted in the amount of \$3,812,000 for FY 2013-2014 and \$2,810,000 for FY 2014-2015, and shall include any changes made and approved as a result of the City's public hearing conducted on June 25, 2013.

SECTION 3. The City Manager's proposed debt service appropriation shall be adopted in the amount of \$1,804,587 for FY 2013-2014 and \$1,801,387 for FY 2014-2015.

The City Manager's following proposed appropriations for Other Funding Uses shall be adopted in the amount listed below for FY 2013-2014 and FY 2014-2015, and shall include any changes made and approved as a result of the City's public hearing conducted June 25, 2013:

	<u>FY 13/14</u>	<u>FY 14/15</u>
Recycling Funds	\$ 136,293	\$ 89,567
Senior Mobility Fund	\$ 31,500	\$ 31,500
CDBG Fund	\$ 80,000	\$ 150,000



SECTION 4. The City Manager is hereby authorized to make such transfers within the budget as deemed desirable and necessary during each fiscal year in order to meet the City's needs and in compliance with the City's Financial Policies.

SECTION 5. That all budgeted capital improvement projects automatically re-appropriate each fiscal year until the project is completed.

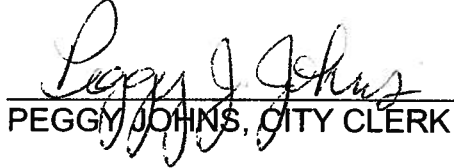
SECTION 6. That all other unexpended appropriations ordered pursuant to Sections 1, 3 and 4 will be automatically carried over from the first fiscal year to the second fiscal year of the two-year budget period.

PASSED, APPROVED, AND ADOPTED this 25<sup>th</sup> day of June 2013.



BARBARA D. KOGERMAN, MAYOR

ATTEST:

  
PEGGY JOHNS, CITY CLERK

STATE OF CALIFORNIA )  
COUNTY OF ORANGE ) ss  
CITY OF LAGUNA HILLS )

I, Peggy Johns, City Clerk of the City of Laguna Hills, California, DO HEREBY CERTIFY that the foregoing is a true and correct copy of Resolution No. 2013-06-25-5 adopted by the City Council of the City of Laguna Hills, California, at a Regular Meeting thereof held on the 25<sup>TH</sup> day of June 2013, by the following vote:

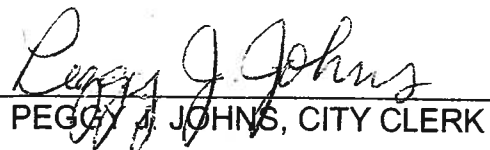
AYES: Council Members Carruth, Gilbert, and Mayor Kogerman

NOES: Council Member Bressette

ABSENT: Mayor Pro Tempore Blount

ABSTAIN: None

(SEAL)

  
PEGGY A. JOHNS, CITY CLERK



## Appendix 7

# PERSONNEL ALLOCATION SCHEDULE

**CITY OF LAGUNA HILLS**  
**Personnel Allocation Summary**  
**FY 2013-15**

City Positions	Council/Manager	City Clerk	Admin. Svcs	Information Technology	Community Development	Public Services	Community Svcs	Public Safety	FTE
<b>FULL TIME</b>									
Accountant			1.00						1.00
Accounting Technician			1.00						1.00
Administrative Asst. I						1.00	1.00		2.00
Administrative Asst. to the City Manager	0.75		0.25						1.00
Asst. Building Official/Sr. Building Inspector				1.00					1.00
Assistant City Manager	0.20		0.80						1.00
Associate Engineer						1.00			1.00
Assistant Planner				2.00					2.00
City Clerk		0.875	0.125						1.00
City Manager	1.00								1.00
Community Development Director				1.00					1.00
Community Svcs. Superintendent							1.00		1.00
Community Svcs. Senior Leader							3.00		3.00
Deputy City Clerk		1.00							1.00
Deputy City Manager				0.25			0.75		1.00
Finance Manager			1.00						1.00
Information Technology Specialist				1.00					1.00
Parks Supervisor						1.00			1.00
Permit Technician				1.00					1.00
Public Works Supervisor						1.00			1.00
Public Services Dir. / City Engineer						1.00			1.00
Receptionist/Secretary				2.00					2.00
Senior Management Analyst	0.40		0.60						1.00
<b>SUB-TOTAL</b>	<b>2.35</b>	<b>1.88</b>	<b>4.78</b>	<b>1.25</b>	<b>7.00</b>	<b>5.00</b>	<b>5.75</b>	<b>0.00</b>	<b>28.00</b>
<b>PART TIME</b>									
Administrative Intern			0.50						0.50
Clerical Assistant			0.75						0.75
Community Svcs. Leader III							0.75		0.75
General Services Clerk							0.75		0.75
Records Imaging Technician		0.75							0.75
Recreation Leaders I and II							8.50		8.50
Senior Planner					0.60				0.60
Code Enforcement Officer					0.25				0.25
<b>SUB-TOTAL</b>	<b>0.00</b>	<b>0.75</b>	<b>1.25</b>	<b>0.00</b>	<b>0.85</b>	<b>0.00</b>	<b>10.00</b>	<b>0.00</b>	<b>12.85</b>
<b>CONTRACT</b>									
City Attorney	0.74								0.74
Community Service Officers								2.00	2.00
Patrol Deputies								15.00	15.00
Motorcycle Deputies								3.00	3.00
School Resource Officer								1.00	1.00
Investigator								2.00	2.00
Lieutenant								1.00	1.00
Maintenance Workers						39.00			39.00
Sergeants								2.97	2.97
Crime Prevention Specialist								1.00	1.00
Support Personnel (Police Services)*								0.92	0.92
<b>SUB-TOTAL</b>	<b>0.74</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>39.00</b>	<b>0.00</b>	<b>28.89</b>	<b>68.63</b>
<b>FY2011-13 Total FTE</b>	<b>3.09</b>	<b>2.63</b>	<b>6.03</b>	<b>1.25</b>	<b>7.85</b>	<b>44.00</b>	<b>15.75</b>	<b>28.89</b>	<b>109.48</b>

\*Does not include Orange County Fire Authority, OC Technology Branch Library, or OC Animal Care personnel



## Appendix 8

### DEBT INFORMATION

**CITY OF LAGUNA HILLS**  
**DIRECT AND OVERLAPPING GOVERNMENTAL ACTIVITIES DEBT**  
**AS OF JUNE 30, 2012**

	Debt Outstanding	Estimated Percentage Applicable <sup>a</sup>	Estimated Share of Overlapping Debt
<u>OVERLAPPING TAX AND ASSESSMENT DEBT:</u>			
Metropolitan Water District	196,545,000	0.302%	593,566
Saddleback Valley Unified School District	131,925,000	18.723%	24,700,318
Capistrano Unified School District Facilities Improvement District No. 1	45,509,930	0.020%	9,102
Moulton-Niguel Water District and, I.D.'s 6 & 8	22,630,000	3.354 & 94.959%	832,294
Orange County Community Facilities District #88-2	483,304	100.000%	483,304
TOTAL OVERLAPPING TAX AND ASSESSMENT DEBT			<u>\$ 26,618,584</u>
<u>DIRECT AND OVERLAPPING GENERAL FUND OBLIGATION DEBT</u>			
		<u>% Applicable</u>	<u>Debt</u>
Orange County General Fund Obligations	233,751,000	1.446%	\$ 3,380,039
Orange County Pension Obligations	214,405,353	1.446%	3,100,301
Orange County Board of Education Certificates of Participation	16,000,000	1.446%	231,360
Municipal Water District of Orange County Water Facilities Corporation	12,145,000	1.707%	207,315
Capistrano Unified School District Certificates of Participation	22,005,000	0.013%	2,861
Irvine Ranch Water District Certificates of Participation	77,190,000	0.001%	772
Moulton-Niguel Water District Certificates of Participation	85,215,000	13.888%	11,834,659
SUBTOTAL GROSS OVERLAPPING GENERAL FUND OBLIGATION DEBT			<u>\$ 18,757,307</u>
<b>City of Laguna Hills Certificates of Participation, Direct Debt</b>	<b>14,970,000</b>	<b>100.000%</b>	<b><u>14,970,000</u></b>
TOTAL GROSS DIRECT AND OVERLAPPING GENERAL FUND OBLIGATION DEBT			33,727,307
Less: MWDOC Water Facilities Corporation (100% self-supporting)			<u>207,315</u>
TOTAL NET OVERLAPPING GENERAL FUND OBLIGATION DEBT			<u>\$ 33,519,992</u>
GROSS COMBINED TOTAL DEBT			\$ 60,345,891 <sup>b</sup>
NET COMBINED TOTAL DEBT			\$ 60,138,576

<sup>(a)</sup> Percentage of overlapping agency's assessed valuation located within boundaries of the city.

<sup>(b)</sup> Excludes tax and revenue anticipation notes, revenue, mortgage revenue and tax allocation bonds and non-bonded capital lease obligations.

Source: California Municipal Statistics, Inc.



## **CITY OF LAGUNA HILLS**

### **2010 CERTIFICATES OF PARTICIPATION**

On January 26, 2010, the City (through the City's blended component unit The Public Improvement Corporation) issued \$17,190,000 of Certificates of Participation (COPs). Proceeds from the sale were placed in an irrevocable trust that is used to service the future debt requirements of the 2001 and 2003 Certificates of Participation. This refunding resulted in an economic gain as well as savings from refunding. The economic gain realized in this refunding was \$1,072,242 and the savings resulting from the refunding was as follows:

Cash flow requirements to service old debt	\$ 23,858,154
Less: Cash flow requirements for new debt	<u>(22,738,962)</u>
Net savings from refunding	<u>\$ 1,119,192</u>

The 2010 COPs are direct obligations and pledge the full faith and credit of the City of Laguna Hills. The certificates were executed and delivered under the provisions of the Trust Agreement by and among The Bank of New York Mellon Trust Company, N.A, as trustee. The City is required under the Lease Agreement to make rental payments each 15<sup>th</sup> day of the month immediately preceding each February 1st and August 1st from any source of available funds in an amount sufficient to pay the annual principal and interest due with respect to the Certificates.

The Serial bonds mature in annual installments ranging from \$345,000 to \$1,670,000, commencing February 1, 2011 ending February 1, 2025. Interest accrues at rates between 2.00% and 5.00% and is payable semiannually. The annual requirements to amortize the certificates of participation as of June 30, 2012, are as follows:

Fiscal Year Ending <u>June 30</u>	<u>Principal</u>	<u>Interest</u>	<u>Total</u>
2013	\$ 1,180,000	\$623,188	\$ 1,803,188
2014	1,205,000	599,586	1,804,586
2015	1,250,000	551,386	1,801,386
2016	1,300,000	501,386	1,801,386
2017	1,350,000	449,386	1,799,386
2018 - 2022	7,610,000	1,353,916	8,963,916
2023 - 2025	<u>1,075,000</u>	<u>90,901</u>	<u>1,165,901</u>
Totals	<u>\$14,970,000</u>	<u>\$4,167,749</u>	<u>\$19,139,749</u>

*BOND DEBT SERVICE*

**City of Laguna Hills  
2010 Refinancing Project  
Certificates of Participation**

\*\*\*\*\*

**Final Pricing 1/7/10**

**S&P: AA+**

**No Optional Call**

**Mandatory Redemption From Net Insurance Proceeds, etc.**

\*\*\*\*\*

Dated Date           01/26/2010  
Delivery Date       01/26/2010

Period Ending	Principal	Coupon	Interest	Debt Service	Annual Debt Service	Bond Balance	Total Bond Value
02/01/2010						17,190,000	17,190,000
08/01/2010			360,281.08	360,281.08		17,190,000	17,190,000
02/01/2011	1,090,000	3.000%	350,543.75	1,440,543.75	1,800,824.83	16,100,000	16,100,000
08/01/2011			334,193.75	334,193.75		16,100,000	16,100,000
02/01/2012	1,130,000	4.000%	334,193.75	1,464,193.75	1,798,387.50	14,970,000	14,970,000
08/01/2012			311,593.75	311,593.75		14,970,000	14,970,000
02/01/2013	1,180,000	2.000%	311,593.75	1,491,593.75	1,803,187.50	13,790,000	13,790,000
08/01/2013			299,793.75	299,793.75		13,790,000	13,790,000
02/01/2014	1,205,000	4.000%	299,793.75	1,504,793.75	1,804,587.50	12,585,000	12,585,000
08/01/2014			275,693.75	275,693.75		12,585,000	12,585,000
02/01/2015	1,250,000	4.000%	275,693.75	1,525,693.75	1,801,387.50	11,335,000	11,335,000
08/01/2015			250,693.75	250,693.75		11,335,000	11,335,000
02/01/2016	1,300,000	4.000%	250,693.75	1,550,693.75	1,801,387.50	10,035,000	10,035,000
08/01/2016			224,693.75	224,693.75		10,035,000	10,035,000
02/01/2017	1,350,000	4.000%	224,693.75	1,574,693.75	1,799,387.50	8,685,000	8,685,000
08/01/2017			197,693.75	197,693.75		8,685,000	8,685,000
02/01/2018	1,390,000	**	197,693.75	1,587,693.75	1,785,387.50	7,295,000	7,295,000
08/01/2018			170,440.63	170,440.63		7,295,000	7,295,000
02/01/2019	1,450,000	4.000%	170,440.63	1,620,440.63	1,790,881.26	5,845,000	5,845,000
08/01/2019			141,440.63	141,440.63		5,845,000	5,845,000
02/01/2020	1,520,000	5.000%	141,440.63	1,661,440.63	1,802,881.26	4,325,000	4,325,000
08/01/2020			103,440.63	103,440.63		4,325,000	4,325,000
02/01/2021	1,580,000	5.000%	103,440.63	1,683,440.63	1,786,881.26	2,745,000	2,745,000
08/01/2021			63,940.63	63,940.63		2,745,000	2,745,000
02/01/2022	1,670,000	5.000%	63,940.63	1,733,940.63	1,797,881.26	1,075,000	1,075,000
08/01/2022			22,190.63	22,190.63		1,075,000	1,075,000
02/01/2023	345,000	4.000%	22,190.63	367,190.63	389,381.26	730,000	730,000
08/01/2023			15,290.63	15,290.63		730,000	730,000
02/01/2024	355,000	4.125%	15,290.63	370,290.63	385,581.26	375,000	375,000
08/01/2024			7,968.75	7,968.75		375,000	375,000
02/01/2025	375,000	4.250%	7,968.75	382,968.75	390,937.50		
	17,190,000		5,548,962.39	22,738,962.39	22,738,962.39		



## Appendix 9

# LAGUNA HILLS AT A GLANCE

# CITY OF LAGUNA HILLS

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## AT A GLANCE

### GENERAL INFORMATION

The City of Laguna Hills, located in South Orange County, has approximately 6.6 square miles of land in its corporate boundary and is now home to 30,410 people. While the majority of the area in the City has a distinctive residential character, the City has a strong commercial base in its northern part. This commercial area, or “Urban Village”, is anchored by the regional Laguna Hills Mall, the Oakbrook Village Shopping Center, and the Saddleback Memorial Hospital. It includes approximately 2,000,000 square feet of retail, restaurant, professional office, and medical related building space. When the City annexed the “North Laguna Hills” area in July of 1996, the City acquired 1.2 square miles of primarily light industrial, professional office, specialty retail, hotel, and residential uses. This annexed area contains a furniture row, office headquarters, major electronics products, retailer, and the only light industrial/manufacturing establishments in the City. In September of 2000, the City grew by another 150 acres as a result of the annexation of residential properties identified as West Laguna Hills.

### HISTORY

Laguna Hills is built on one of the major land grants developed during the rancho area. Following Mexico’s independence from Spain in 1821, those who had served in the government or who had friends in authority were given vast lands for cattle grazing. Rancho Lomas de Santiago, Rancho San Joaquin, and Rancho Niguel covered much of the western portion of the Saddleback Valley. Don Juan Avila was granted the 13,000-acre Rancho Niguel on which Laguna Hills is now located.

In 1874, Lewis Moulton purchased Rancho Niguel from Don Juan Avila and increased the original grant to 22,000 acres. Moulton and his partner, Jean Piedrea Daguerre, used the ranch to raise sheep and cattle. The Moulton Ranch was eventually subdivided in the early 1960’s, part of which is recognized as Laguna Hills.

Incorporation efforts began in 1987 and on March 5, 1991, the goal of incorporation was finally achieved with 86% of the residents voting in favor of forming the City of Laguna Hills. On December 20, 1991, Laguna Hills officially became a City.

### CITY GOVERNMENT

The City of Laguna Hills is a General Law City that operates under the Council/Manager form of government. The voters elect five of their fellow citizens to the City Council for overlapping four-year terms. The Council, in turn, selects one of its members to serve as Mayor for a one-year term. The City Council holds regular public meetings on the second and fourth Tuesday of each month.



## Appendix 10

### GLOSSARY

## CITY OF LAGUNA HILLS

### BUDGET GLOSSARY

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**ACCRUAL BASIS:** The method of accounting under which revenues and expenses are recorded when they occur, regardless of the timing of related cash flows. Expenses are recorded at the time liabilities are incurred and revenues are recorded when earned.

**AMENDMENT:** An amendment is a change in the budget which occurs after its initial adoption.

**AMERICANS WITH DISABILITIES ACT (ADA):** The Americans with Disabilities Act is a Federal law that gives civil rights protection to individuals with disabilities. The law guarantees equal opportunity for individuals with disabilities in State and local government services, public accommodations, employment, transportation, and telecommunications.

**APPROPRIATION:** A legal authorization granted by the City Council to make expenditures or incur obligations for specific purposes.

**ASSESSED VALUATION:** The value assigned to real property (land and buildings) and tangible personal property (moveable property), by the Orange County Assessor's Office, which is used as a basis in levying property taxes.

**BUDGET:** A financial plan that identifies revenues, and specific types and levels of services to be provided and establishes the amount of money which can be spent.

**CAPITAL IMPROVEMENT PROGRAM (CIP):** A multi-year financial plan for construction of physical assets such as buildings, street and recreation facilities.

**CAPITAL OUTLAY:** Expenditures that qualify as capital costs according to accounting standards, Includes items such as furniture, fixture, machinery, equipment and other relatively minor fixed assets.

**CONSUMER PRICE INDEX (CPI):** A statistical description of price levels provided by the U.S. Department of Labor. The change in this index from year to year is used to measure the cost of living and economic inflation.

**DEBT INSTRUMENT:** Methods of borrowing funds, including general obligations (G.O.) bonds, revenue bonds, lease/purchase agreements, lease-revenue bonds, tax allocation bonds, certificate of participation (COPs), and assessment district bonds.

**DEBT SERVICE:** The payment of principal and interest on borrowed funds, such as bonds, notes, COP's, and other debt instruments, according to a pre-determined schedule.

**DEPARTMENT:** A major organizational unit of government that has overall management responsibility for a group of related service responsibilities or operations within a functional area.

**EIGHT (8) YEAR RESOUC E ALLOCATION PLAN:** The City's long-range financial plan, that on a biennial basis, projects revenues and expenditures over a eight year period.



## CITY OF LAGUNA HILLS

### BUDGET GLOSSARY

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**ENCUMBRANCE:** An amount of money committed for the payment of goods and services not yet received or paid for. A purchase order is a common encumbrance.

**EXPENDITURE:** Decrease in net financial resources, which represents the actual payment for goods and services or the accrual thereof.

**FISCAL YEAR:** The period designated by the City for the beginning and ending of financial transactions. The City's fiscal year begins July 1 and ends June 30.

**FULL-TIME EQUIVALENTS (FTE):** The amount of time a position has been budgeted for in terms of the amount of time a regular, full-time employee normally works in a year. For example, a full-time employee (1 FTE) is paid for 2,080 hours per year, while a .25 FTE would work 520 hours per year.

**FUND:** An accounting entity with a set of self-balancing accounts used to record the financial affairs of a government organization.

**FUND BALANCE:** The difference between assets and liabilities for a particular fund.

**GENERAL PLAN:** A comprehensive, long-term plan, required of all California cities, for the physical development of the city.

**GENERAL FUND:** The primary operating fund of the City. All revenues that are not allocated by law or contractual agreement to a specific fund are accounted for in the General Fund.

**GFOA:** The *Government Finance Officers Association of the United States and Canada*, an organization of government finance officials in the United States and Canada. GFOA annually sponsors a Distinguished Budget Presentation Awards program and presents awards to those government budgets that meet program criteria as a policy document, as an operations guide, as a financial plan, and as a communications device.

**GRANT:** Contributions, gifts of cash, or other assets from another government entity to be used or expended for a special purpose, activity, or facility.

**INFRASTRUCTURE:** The underlying physical foundation or basic framework of a city, including streets, medians, sidewalks, bridges, traffic signals, buildings, parks, and other related facilities and fixtures.

**INTERFUND TRANSFER:** Money transferred from one fund to another. Such money is transferred to finance the operations of another fund or to reimburse the fund for certain costs.

**LINE ITEM:** a line-item is the detailed grouping of expenditures used in the City's accounting system. It is subordinate to expense category. Typical line items are: professional services, office supplies, travel postage, office equipment, etc.

## CITY OF LAGUNA HILLS

### BUDGET GLOSSARY

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**MODIFIED ACCRUAL BASIS:** The method of accounting under which revenues are recorded when they are both measurable and available while expenditures are recognized when incurred.

**MUNICIPAL CODE:** A book which contains the City Council approved ordinances currently in effect. The Code defines City policy with respect to areas such as planning, etc

**OPERATING BUDGET:** Day-to-day costs of delivering City services.

**OPERATING COSTS:** Items categorized as operating costs in this budget include office supplies and other materials used in the normal operations of City departments, includes items such as books, maintenance materials and contractual services.

**ORDINANCE:** A formal legislative enactment by the City Council. It has the full force and effect of law within City boundaries unless pre-empted by a higher form of law. An ordinance has a higher legal standing than a resolution.

**PERSONNEL COSTS:** Salaries and benefits paid to City employees. Included are items such as insurance and retirement.

**RESERVE:** A separate account maintained for restricted use, e.g. self-insurance programs, capital improvement projects, or for unrestricted use to protect the City from emergencies or unanticipated expenditures.

**RESOLUTION:** An order of a legislative body requiring less formality than an ordinance.

**RESOURCES:** The amounts available for appropriation including estimated revenues, beginning fund balances and beginning appropriated reserves.

**REVENUE:** Income received through such sources as taxes, fines, fees, grants or service charges which can be used to finance operations or capital assets.

**RISK MANAGEMENT:** An organized attempt to protect an organization's assets against accidental loss in the most cost-effective manner.

**SPECIAL REVENUE FUNDS:** Funds used to account for the proceeds from specific revenue sources (other than trusts or major capital projects) that are legally restricted to expenditures for specific purposes. *\*See below for description of certain Special Revenue funds within the City of Laguna Hills.*

**SUBVENTION:** Revenues collected by the State that are allocated to the City on a formula basis. The major subventions received by the City from the State of California include motor vehicle in-lieu and gasoline taxes.

**TRANSFERS:** All inter-fund transactions except loans or advances, quasi-external transactions and reimbursements.

**TAX:** A levy imposed by a government in conformance with the Government Code to raise revenue for public purpose.

## CITY OF LAGUNA HILLS

### BUDGET GLOSSARY

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#### **CERTAIN SPECIAL REVENUE FUNDS WITHIN THE CITY:**

**Community Development Block Grant Fund** - Used to account for revenues and expenditures to improve local and national objectives to provide decent and safe housing for low- and moderate-income families. This is grant funding obtained from the United States Department of Housing and Urban Development (HUD) for the purposes of rehabilitating “eligible” deteriorating housing in the City.

#### **Recycling Funds**

- **Beverage Recycling** - Pursuant to Public Resources Code Section 14581(a)(4)(A) of the California Beverage Container Recycling and Litter Reduction Act, the Department of Recycling Resources and Recovery (CalRecycle) distributes funds annually to eligible cities and counties to assist with beverage container recycling and litter cleanup activities. The City of Laguna Hills uses the funds received from CalRecycle to support existing beverage container recycling programs, trail clean-up projects, the purchase of recycling containers and products made from recycled materials, and recycling advertising. In addition, these funds are used to support the costs of personnel and consulting services required to implement new programs and to support existing programs.
- **CR&R Recycling Fee** - The CR&R Recycling Fee fund is used to support third party solid waste and recycling consulting services to the City. CR&R is required per its current solid waste and recycling services agreement with the City to provide the City an annual payment to fund recycling consulting services as selected by the City and under contract with the City. The current 10-year agreement between CR&R and the City of Laguna Hills for solid waste and recycling collection services commenced on July 1, 2006 and expires on June 30, 2016.
- **C&D Forfeited Deposits** - The City Council of Laguna Hills established a Construction and Demolition Waste Recycling Program by adding a new section, Chapter 5-48, to the City's Municipal Code on September 23, 2003. This program requires applicants of residential and commercial construction and demolition projects to submit a security deposit when an applicant's project meets certain thresholds. The security deposit is collected to ensure proper disposal and recycling of construction and demolition material. Upon completion of a project the security deposit is refunded to the applicant when it is demonstrated that the applicant has appropriately followed its recycling and disposal plan. In the event that an applicant does not follow its disposal and recycling plan, or an applicant does not request a refund of the security deposit in the timeline outlined in the City's Municipal Code, the security deposit is forfeited. The City of Laguna Hills uses forfeited security deposit funds to cover the administration costs of the program and to support recycling programs that divert waste from local landfills.
- **AB 939 Surcharge Grant** - In 2008, the City of Laguna Hills received \$20,000 from the County of Orange Regional Recycling and Waste Diversion Grant Program in order to enhance recycling efforts in Orange County and to divert waste from Orange County landfills. On June 24, 2008, the City Council approved a resolution to use these funds to implement a sharps waste disposal program and a new universal waste disposal program. Currently these funds are used to support the mail-back sharps waste program at local pharmacies and drop-off locations within the City for the proper disposal of Compact Fluorescent Lamps (CFLs), fluorescent tubes, and batteries.

## CITY OF LAGUNA HILLS

### BUDGET GLOSSARY

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**Senior Mobility Program Fund** - The City of Laguna Hills receives monies from OCTA's Senior Mobility Program (SMP) to assist with transportation services for senior citizens. OCTA's SMP is designed to fill the gap between local fixed route buses and ADA paratransit, or ACCESS service, by providing local transportation services to seniors in participating cities in Orange County. Under the program, participating cities are eligible to receive funds and vehicles from OCTA to help design and operate a transit program that best fits the needs of older adults in their communities. The source of OCTA's SMP funding to the City is Renewed Measure M (M2) and Transit Development Act (TDA) Article 4.5 funds. OCTA's annual funding amount to the City of Laguna Hills is based on the City's senior population. The City uses these funds to support a Dial-a-Taxi program for seniors which began in August 2010.



## Appendix 11

# COMMUNITY PROFILE



# CITY OF LAGUNA HILLS

## DEMOGRAPHIC & ECONOMIC STATISTICS

### 2010 Population by Race/Ethnicity

White	18,725	61.7%
Hispanic	6,242	20.6%
Asian & Pacific Islander	3,790	12.5%
Black	373	1.2%
Other	1,214	4.0%

Year	Total Personal Income (thousands) <sup>(1)</sup>	Per Capita Income
2002	1,198,698	36,741
2003	1,226,811	37,369
2004	1,275,828	38,677
2005	1,321,554	39,938
2006	1,384,623	41,813
2007	1,425,961	43,058
2008	1,441,089	43,346
2009	1,417,282	42,444
2010	1,500,666	44,672
2011	1,445,996	47,227

### Consumer Price Index

Year	CPI	% Change
2002	182.2	2.8%
2003	187.0	2.6%
2004	193.2	3.3%
2005	201.8	4.5%
2006	210.4	4.3%
2007	217.3	3.3%
2008	225.0	3.5%
2009	223.2	-0.8%
2010	225.8	1.2%
2011	231.9	2.7%

### 2010 Housing Units

	Quantity	%
Total Housing Units	11,049	-
Occupied	10,469	94.8%
Vacant	577	5.22%
Persons Per Renter-Occupied Unit	2.89	
Persons per Owner-Occupied Unit	2.85	

### Population

2002	32,626
2003	32,833
2004	32,994
2005	33,101
2006	33,129
2007	33,143
2008	33,421
2009	33,280
2010	33,593
2011	30,341
2012	30,410

### Unemployment Rate

Year	Labor Force	Unemployed	Rate
2003	21,240	500	2.4
2004	21,600	400	1.9
2005	17,900	600	3.1
2006	17,800	500	2.9
2007	18,300	500	2.9
2008	18,300	700	4.0
2009	18,200	1,300	7.0
2010	17,800	1,400	8.0
2011	17,800	1,200	6.6

### Building Activity and Valuation (in thousands)

	2009	2010	2011
<b>Residential</b>			
New Single Family	0	2,905	0
New Multi-Family	0	0	0
Addition, alterations	5,626	12,608	6,939
Total Residential	5,626	15,513	6,939
<b>Commercial</b>			
New Commercial	0	0	0
New Industrial	0	0	0
Addition, alterations	5,111	5,949	11,578
Total Non-Residential	5,111	5,949	11,578
Total Valuation	10,737	21,462	18,517
No. of New Dwelling Units	0	3	3

### 2010 Population by Age

Age	Population	%
0-4	1,563	5.2%
5-14	3,804	12.5%
15-24	4,012	13.2%
25-34	3,412	11.4%
35-54	9,319	30.7%
55-64	4,214	14.1%
65-74	2,106	6.90%
75+	1,784	5.9%



Sources: Cal State Fullerton Center for Demographic Research, HDL Reported City of Laguna Hills' Demographic and Economic Statistics, US Census Bureau and Department of Labor and Statistics

<sup>(1)</sup> Demographic Data is totaled from Census Block Groups that overlap the City's boundaries.