

City of Pacifica 2014-15 General Fund Budget



Lorie Tinfow
City Manager

May 27, 2014

City of Pacifica

Revised Budget Timeline

- Monday, May 12
 - Presentation of recommended 2014-15 General Fund Budget
- Tuesday, May 27:
 - Dept. Budgets; Parking Enterprise Fund
- Monday, June 9:
 - Other funds (inc Waste Water); reserves; fee schedule; capital projects
- Monday, June 23: Adoption

City of Pacifica

2014-15 General Fund Budget



General Government

Steven Carmichael
*Interim Administrative
Services Director*

May 27, 2014

City of Pacifica

General Government 2014-15 Budget Highlights

General Fund Expenditures:	<u>2013-14</u>	<u>2014-15</u>
City Council	\$100,821	\$120,100
City Manager/City Clerk	\$654,853	\$690,330
Finance	\$778,169	\$797,650
Information Technology	\$518,733	\$554,800
Human Resources	\$521,152	\$609,800
City Attorney	<u>\$563,543</u>	<u>\$477,583</u>
Total General Fund	\$3,137,271	\$3,250,263
General Fund Cost Recovery:		
General Fund Expense Total	\$3,137,271	\$3,250,263
General Fund Revenue Total	\$ 182,800	\$ 162,500
Cost Recovery	5%	5%
Total Staffing (FTEs):	13	14

General Government

2014-15 Budget Highlights

- Position Changes:
 - Convert Analyst position in Planning to Economic Development Coordinator position in CMO
 - Admin. Asst. to Accountant in Finance
 - Asst. Finance Director to Financial Services Manager
- Other notable changes:
 - Complete PC replacement
 - Move to lower-cost “cloud-based” version of finance system
 - Consolidate all insurance needs to lower cost Municipal Pooling Authority
 - Complete negotiating 9 new labor contracts

City of Pacifica

2014-15 Budget Development



Police Department

Jim Tasa
Chief of Police

May 27, 2014

City of Pacifica

Police Department 2014-15 Budget Highlights



Mission Statement

“It is the mission of the men and women of the Pacifica Police Department to protect and serve the members of our community with the highest level of commitment, ethics and professionalism.”

Two Divisions

- Field Services
- Administrative/Investigative Services

City of Pacifica

Police Department 2014-15 Budget

Division Budgets for Fiscal Year	<u>2013-2014</u>	<u>2014-2015</u>
General Fund Expenditure		
Field Services Division	\$ 6,077,692	\$ 6,165,301
Investigative/Administrative Division	2,806,198	2,742,572
General Fund Expenditure Totals	\$ 8,883,890	\$ 8,907,873
General Fund Cost Recovery		
General Fund Expenditure Totals	\$ 8,883,890	\$ 8,907,873
General Fund Department Revenue	532,980	398,025
Net Department Budget	\$ 8,350,910	\$ 8,509,848
Cost Recovery %	6%	4.5%
Total Staffing for Department (FTE)		
Funded FTEs	38	38

Police Department 2014-15 Budget Highlights



- Develop Medical CERT Program
- Community Service Officer – Part-time position via State grant
- Replacement of In-Car Data911 Digital Video Systems through State grant
- Awarded \$40,000 ABC Grant for Minor Decoy/Merchant Education

City of Pacifica

Police Department 2014-15 Budget Highlights

- Applied for \$94,000 Grant for DUI/STEP/Equipment
- Development of County-Wide Mental Health Response Team
- Volunteer Program (27) – Reserve Officers, Explorers, Citizen Volunteers - 4,400+ hours



City of Pacifica

2014-15 Budget Development



***North County Fire
Authority***

Ron D. Myers
Fire Chief



City of Pacifica

North County Fire Authority 2014-15 Budget

City of Pacifica - Budget for Fiscal Year	<u>2013-14</u>	<u>2014-15</u>
General Fund Expenditure		
Fire Emergency Services	\$5,063,216	\$5,307,726
Fire Non-Emergency Services	\$118,995	\$118,200
Paramedic Services Coordinator	<u>\$269,275</u>	<u>\$286,700</u>
General Fund Expenditure Totals	\$5,451,486	\$5,712,626
General Fund Cost Recovery		
General Fund Expenditure Totals	\$5,451,486	\$5,712,626
General Fund Department Revenue Totals	<u>\$617,610</u>	<u>\$424,605</u>
Net Department Budget	\$4,833,876	\$5,288,021
Cost Recovery %	11%	8%
Total Staffing for Department (FTE)		
Funded FTEs	26	26

City of Pacifica

North County Fire Authority

2014-15 Budget Highlights

- Achieve an overall “Customer Satisfaction” rating of 95% or greater
- Stop the progression of 90% of all emergency medical incidents by a paramedic fire company arriving with a “total reflex time” of 7 minutes or less
- Stop the escalation of 90% of all structure fires and other incident types by multiple fire companies arriving with a “total reflex time” of 11 minutes or less

North County Fire Authority

2014-15 Budget Highlights

- Accomplish a 90% fire company reliability, by responding to and handling emergency incidents within assigned districts
- Confine 90% of all structure fires to area or floor of origin
- Provide for a fire loss rate of \$32.00 per capita, by the “speed and weight” of the response, thus quickly suppressing fires and salvaging property
- Complete annual fire and life safety inspections and re-inspections of businesses, permitted and multi-family occupancies

City of Pacifica

2014-15 Budget Development



**Planning
Department**

**Lee Diaz
Associate Planner**

May 27, 2014

City of Pacifica

Planning Department 2014-15 Budget

Mission Statement:

To provide Planning and Building services for current development proposals in the timeliest manner possible, and to provide Code Enforcement services to ensure compliance with applicable City laws. To provide long range planning services to the community, with an emphasis on commercial and economic development, while preserving the City's natural assets and to ensure opportunities for citizen participation in the land use planning process.

Planning Department 2014-15 Budget

Department Divisions:

- **Planning:** supports and implements the General Plan and associated development regulations; completes special projects consistent with adopted City Council goals.
- **Building:** issues permits for all new construction and provides plan check and inspection services.
- **Code Enforcement:** investigates formal complaints received from the general public.

Planning Department 2014-15 Budget

Division Budgets for Fiscal Year	<u>2013-2014</u>	<u>2014-2015</u>
<ul style="list-style-type: none"> ■ General Fund Expenditure 		
Planning and Building Services	\$ 1,156,308	1,022,633
Code Enforcement	141,171	141,171
General Fund Expenditure Totals	\$ 1,297,479	1,163,807
<ul style="list-style-type: none"> ■ General Fund Cost Recovery 		
General Fund Expenditure Totals	\$ 1,297,479	1,163,807
General Fund Department Revenue Totals	548,028	633,450
Net Department Budget	\$ 749,451	530,357
Cost Recovery %	42%	54%
<ul style="list-style-type: none"> ■ Total Staffing for Department (FTE) 		
Funded FTEs	8	7

Planning Department 2014-15 Budget Highlights

- General Plan/Local Coastal Plan/Draft EIR
- Beach Blvd. Entitlements
- Climate Action Plan
- Housing Element 2014-21
- Development Code/Zoning Ordinance Update
- Proactive Code Enforcement
- Hazard Mitigation/Sea Level Rise

City of Pacifica

2014-15 Budget Development



Parks, Beaches and Recreation

Michael J. Perez
Director

May 27, 2014

Parks
Make
Life
Better!

Parks, Beaches and Recreation

Mission: To foster human development; promote health and wellness; strengthen safety and security by providing programs for children, youth and adults to play and learn through positive recreational experiences.

Divisions

- Child Care
- Recreation
- Senior Services
- Support/Administration



City of Pacifica

Parks, Beaches and Recreation 2014-15 Budget

General Fund Expenditures:	<u>2013-14</u>	<u>2014-15</u>
Child Care	\$1,951,611	2,008,250
Recreation	1,099,927	1,075,235
Senior Services	570,648	598,800
Support/Administration	287,169	288,020
Expenditure Totals	3,909,355	3,970,305

General Fund Cost Recovery:

Expenditure Totals	\$3,909,355	\$3,970,305
Department Revenue Totals	3,122,800	3,037,307
Child Care Reserve Funds	22,461	133,593
Net Department Budget	764,094	799,405
Cost Recovery	80%	80%

Total Staffing for Department:

Total Full-Time Positions (FTEs)	21	21
Total Part Time Staff	108	108

**Parks
Make
Life
Better!**

PB&R Highlights

- Volunteer Programs
- Technology Additions
- Brink Pool
- Grant Funding Received
- Communication



City of Pacifica

2014-15 Budget Development



**Department of
Public Works**

Van Dominic Ocampo
*Director of Public Works/
City Engineer*

May 27, 2014

City of Pacifica

Public Works Department 2014-15 Budget

Mission: To maintain and repair City infrastructure in an efficient and cost-effective manner while providing a high level of customer service and a safe work environment for residents, visitor and City employees; to maintain parks, play fields and medians throughout the City and establish programs for the improvement of existing facilities; to clean beaches for all to enjoy; and provide City departments with safe and reliable means of transportation, facilities and equipment use.

Two Divisions:

- Engineering Division
- Field Services Division

Public Works Department Budget 2014-15 Budget Highlights

General Fund Expenditures:	<u>2013-14</u>	<u>2014-15</u>
■ Engineering Services	\$ 493,455	\$ 507,962
■ Streets & Traffic Maintenance Services	281,229	326,500
■ Street Trees Services	38,822	41,550
■ Building Maintenance and Improvement Services	452,715	411,100
■ Pier and Beaches Maintenance	366,491	393,300
■ City Parks and Playfields	724,571	712,550
■ Street Light Services	<u>17,075</u>	<u>17,900</u>
General Fund Expenditure Totals	\$ 2,374,358	\$ 2,410,862
 General Fund Cost Recovery:		
■ General Fund Expenditure Totals	\$ 2,374,358	\$ 2,410,862
■ General Fund Department Revenue Totals	88,200	90,000
■ Beach Parking Revenue	427,400	557,506
■ Net Department Budget	\$ 1,858,758	\$ 1,763,356
■ Cost Recovery	22%	27%
 Total Staffing for Department (FTE)		
■ Funded FTE's	25	26



Public Works Department Highlights

Highlights of Fiscal Year 2013-14:

- Completion of Palmetto Avenue Utility Undergrounding Project
- Completion of the Municipal Pier Rehabilitation Project
- Devil's Slide Ride – Pacifica's Weekend Community Shuttle now serves the newly opened Devil's Slide trail
- Implementation of Pacifica Beach Paid Parking Program
- Completion of 2010 CalEMA 500 Esplanade Storm Drain Outfall Project and commencement of the Trash Capture Devices Project



Public Works Department Highlights

What to expect for the upcoming year:

- Commencement of construction of the fully grant funded Route 1, San Pedro Creek Bridge Replacement and Creek Widening Project
- Devil's Slide Ride – Pacifica's Weekend Community Shuttle Service continues for FYs 2014-15 and 2015-16
- Linda Mar Pavement Rehabilitation Project
- No other paving projects

City of Pacifica 2014-15 General Fund Budget



**Parking Enterprise Fund,
Non-Departmental
and Transfers,
Funding for NGOs**

Parking Enterprise Fund

(Attachment 3, p. 111)

Revenue Category (with proposed increases)	FY14-15
<i>Pay station (daily fees)</i>	\$246.7k
<i>Annual passes</i>	\$83.0k
<i>Parking Citations</i>	<u>\$227.9k</u>
TOTAL	\$557.6k

Expenditure Category	FY14-15
<i>Personnel</i>	\$412.7k
<i>Internal Service</i>	\$15.7k
<i>Citation Processing Cost</i>	\$76.5k
<i>Supplies</i>	\$9.4k
<i>Capital Outlay and Machinery</i>	<u>\$43.0k</u>
TOTAL	\$557.3k

OTHER GOVERNMENTAL SERVICES

2014-15 General Fund Budget

- Operating Transfers Out.....\$1,274,000
 - Includes debt service payments and liability insurance
- Non-Departmental.....\$646,241
 - Such as animal control service contract and cable television services

Funding for NGOs

(Attachment 4, p. 112)

■ Library JPA	\$75,000
■ Pacifica Resource Center	\$83,000
■ Chamber of Commerce	\$10,000
■ Pacifica Beach Coalition	<u>\$3,000</u>
TOTAL	\$171,000

City of Pacifica 2014-15 General Fund Budget



Questions

Pension Obligation Bond Restructuring

PAYMENTS - ALL FUNDS		2014-15	2015-16	2016-17	2017-18	2018-19	2019-20	2020-21
Now								
Police		\$879,548	\$908,133	\$987,593	\$0	\$0	\$0	\$0
Fire		\$667,108	\$688,789	\$711,175	\$734,288	\$758,153	\$0	\$0
Misc		\$956,507	\$987,593	\$1,019,690	\$1,052,830	\$1,087,047	\$1,122,376	\$1,158,853
	Total Annual Payments	\$2,503,163	\$2,584,515	\$2,718,458	\$1,787,118	\$1,845,200	\$1,122,376	\$1,158,853
Restructured								
Police		\$396,468	\$396,468	\$396,468	\$396,468	\$396,468	\$396,468	\$396,468
Fire		\$508,502	\$508,502	\$508,502	\$508,502	\$508,502	\$508,502	\$508,502
Misc		\$956,507	\$987,593	\$1,019,690	\$1,052,830	\$1,087,047	\$1,122,376	\$1,158,853
	Total Annual Payments	\$1,861,477	\$1,892,563	\$1,924,660	\$1,957,800	\$1,992,017	\$2,027,346	\$2,063,823
	Annual Loan/Repayment	\$641,686	\$691,952	\$793,798	(\$170,682)	(\$146,817)	(\$904,970)	(\$904,970)
	Total loan/Repayment Principal			\$2,127,437				-\$2,127,437

Total Loan	\$2,127,437	Loan Amount	\$641,686	\$1,333,639	\$2,127,437	\$1,956,756	\$1,809,939	\$904,970	\$0
Total Interest	\$87,744	1% interest	\$6,417	\$13,336	\$21,274	\$19,568	\$18,099	\$9,050	0