

**CITY OF LA MIRADA
MUNICIPAL BUDGET DETAIL**

Function	Fund Distribution	
COMMUNITY DEVELOPMENT	GENERAL FUND CDBG	1,121,836 133,830

Expense Classification	2012-13 Actual	2013-14 Budget	2013-14 Estimated	2014-15 Adopted
Econ Dev and Housing	300,843	239,968	270,869	337,427
Planning and Building	617,055	742,478	793,849	784,409
CDBG Rehabilitation	56,312	80,760	104,350	133,830
Code Enforcement	311,885	-	-	-
Total	1,286,095	1,063,206	1,169,068	1,255,666

OVERVIEW COMMENTARY

Community Development function includes Administration, Housing, and Planning and Building. Effective Fiscal Year 2013-14, the Code Enforcement activity will be reclassified to the Public Safety Function.

**CITY OF LA MIRADA
MUNICIPAL BUDGET DETAIL**

FUNCTION	ACTIVITY TITLE	ACTIVITY
COMMUNITY DEVELOPMENT	COMMUNITY DEVELOPMENT ADMIN & HOUSING	001202

ACTIVITY COMMENTARY

The Community Development Admin Activity provides the City personnel, outside consultants, and training necessary to oversee La Mirada's physical development. The activity includes the Planning and Building Divisions. These divisions work together to provide a comprehensive approach to development.

GOALS FOR FISCAL YEAR 2014-15

To protect the public's health safety and general welfare through the firm but fair application of land use regulations, building codes and environmental standards.

To provide service to residents, business owners, property owners, developers, and contractors to ensure project plans are reviewed in a timely manner and built in accordance with the prescribed standards and codes.

To facilitate the submittal of accurate applications and plans.

**CITY OF LA MIRADA
MUNICIPAL BUDGET DETAIL**

Function	Activity Title	Activity
COMMUNITY DEVELOPMENT	COMMUNITY DEVELOPMENT AND HOUSING	001202

Expense Classification	2012-13 Actual	2013-14 Budget	2013-14 Estimated	2014-15 Adopted
Personnel:				
5001 City Planner (.20)	21,817	22,823	22,392	22,960
5001 Administrative Analyst II (.85)	58,065	59,864	58,640	60,523
5001 Associate Planner (.85)	-	-	-	55,325
5001 Housing Technician II (.22)	25,172	11,250	31,540	13,902
5001 Secretary (.45)	21,927	22,710	22,502	23,073
5001 Director of Community Dev (.50)	35,542	-	-	-
5002 Wages-Hourly	21,787	36,777	36,777	36,275
5004 Overtime	253	-	-	-
5100.1 Benefits-Permanent	109,318	75,465	87,799	114,259
5100.2 Benefits-Hourly	3,612	6,099	6,099	4,715
Total Personnel	297,493	234,988	265,749	331,032
Operations				
5400 Other Services	16	-	-	-
5410 Communications	565	340	480	480
5441 Travel, Conference and Training	-	1,200	1,200	1,200
5450 Auto Allowance	1,935	1,940	1,940	3,215
5500 Supplies	834	1,500	1,500	1,500
Total Operations	3,350	4,980	5,120	6,395
Total	300,843	239,968	270,869	337,427

**CITY OF LA MIRADA
MUNICIPAL ACTIVITY DETAIL**

FUNCTION	ACTIVITY TITLE	ACTIVITY
COMMUNITY DEVELOPMENT	PLANNING AND BUILDING	001203

ACTIVITY COMMENTARY

The Planning and Building activity is responsible for overseeing La Mirada’s physical development through the managing of land use planning, zoning, and land development activities. The department includes the Planning Division and the Building Division. These divisions work together to provide a comprehensive approach to development.

The Planning Division is responsible for current and long-range planning as well as the physical development of projects within the City. The division ensures the City's viability through the enforcement of the goals and policies established within the City’s General Plan. This is accomplished through the application of the design, land use and development standards established within the City's Zoning Ordinance. The Planning Division is also responsible for project compliance with established environmental regulations.

The Building Division ensures that the physical development of structures comply with building codes through the review of plans prior to construction and the performance of building inspection during various phases of the construction process . The Building Division also reviews soil conditions, site grading, construction methods and construction materials to ensure the health and safety of building occupants. The Building Division also conducts occupancy inspections for new businesses seeking to establish within the City

GOALS FOR FISCAL YEAR 2014-15

To continue to operate the One-Stop Permit Program to facilitate the Planning and Building Divisions’ review and approval of smaller projects thereby streamlining the Building Permit process.

To improve record keeping and archiving of blueprints/plans from both the Planning and Building Divisions through increased digitation of existing plans and records for insertion into a searchable database.

To continue to update, improve and clarify the Zoning Ordinance so that new uses and land use concerns are addressed within this regulatory document.

Complete the development and adoption of the I-5 Freeway Specific Plan. When adopted the plan will promote regional serving commercial development along the I-5 corridor and will provide sustainable communities strategies in accordance with SB 375 Greenhouse Gas reduction measures. The I-5 Freeway Specific Plan will establish land use and development standards to guide the future physical and economic development of this important corridor in an effort to achieve the highest and best uses possible.

Department staff continues to explore technology opportunities such as Geographic Information System (GIS), digitizing and the internet to make information, plans and applications more readily available to the community, property owners, business owners and developers.

**CITY OF LA MIRADA
MUNICIPAL BUDGET DETAIL**

Function	Activity Title	Activity
COMMUNITY DEVELOPMENT	PLANNING AND BUILDING	001203

Expense Classification	2012-13 Actual	2013-14 Budget	2013-14 Estimated	2014-15 Adopted
Personnel:				
5001 City Planner (.80)	88,338	90,837	89,673	91,836
5001 Administrative Analyst II (.15)	10,024	10,565	11,359	10,681
5001 Associate Planner (.15)	-	-	-	9,763
5001 Secretary (.55)	26,930	27,894	28,265	28,201
5001 Director of Community Dev (.30)	21,736	-	-	-
5002 Wages-Hourly	22,552	36,777	36,777	36,275
5004 Overtime	-	-	-	-
5100.1 Benefits-Permanent	91,905	83,649	83,649	91,313
5100.2 Benefits-Hourly	3,624	6,099	6,099	4,715
Total Personnel	265,109	255,821	255,822	272,784
Operations				
5220 Contract Services	347,999	470,257	521,627	495,000
5400 Other Services	-	1,000	1,000	1,000
5410 Communications	72	-	-	-
5430 Advertising and Promos	175	5,000	5,000	5,000
5440 Dues and Memberships	-	1,500	1,500	1,500
5441 Travel, Conference and Training	-	3,000	3,000	3,000
5450 Auto Allowance	2,865	2,900	2,900	3,125
5500 Supplies	835	3,000	3,000	3,000
Total Operations	351,946	486,657	538,027	511,625
Total	617,055	742,478	793,849	784,409

**CITY OF LA MIRADA
MUNICIPAL BUDGET DETAIL**

FUNCTION	ACTIVITY TITLE	ACTIVITY
COMMUNITY DEVELOPMENT	CODE ENFORCEMENT	001204,221511,221512

ACTIVITY COMMENTARY

The Code Enforcement activity is responsible for enforcing the City's Municipal Code in residential, commercial, and industrial areas within the City of La Mirada. Code Enforcement personnel enforce the City's Municipal Code in a proactive manner, in response to complaints or concerns from the community and through neighborhood preservation efforts. City staff works cooperatively with residents and business owners to achieve voluntary compliance and maintain La Mirada's reputation as an attractive, well-maintained community. Code Enforcement also includes the Office of the City Prosecutor, which assists Code Enforcement personnel with special cases.

GOALS FOR FISCAL YEAR 2014-15

The goals of Code Enforcement are to achieve voluntary compliance with the City's Municipal Code and ensure the safety and aesthetic attractiveness of the community. Code Enforcement personnel will continue to protect La Mirada's housing stock by proactively addressing unpermitted construction and alterations to both residential and commercial properties. Staff will continue to identify and monitor vacant/foreclosed properties in an effort to keep them properly maintained and secure from trespass and intrusion. Finally, Code Enforcement personnel will continue to assist the City's Public Safety Department in addressing problem properties in the community.

This activity will be accounted for in the public safety function.

**CITY OF LA MIRADA
MUNICIPAL BUDGET DETAIL**

Function	Activity Title	Activity
COMMUNITY DEVELOPMENT	CODE ENFORCEMENT	001204 221512

Expense Classification	2012-13 Actual	2013-14 Budget	2013-14 Estimated	2014-15 Adopted
Personnel:				
5001 Director of Community Dev (.20)	14,908	-	-	-
5001 Sr. Code Enforcement	74,074	-	-	-
5001 Housing Technician (.53)	26,322	-	-	-
5001 Code Enforcement Specialist	31,828	-	-	-
5002 Wages-Hourly	43,251	-	-	-
5004 Overtime	-	-	-	-
5100.1 Benefits-Permanent	93,106	-	-	-
5100.2 Benefits-Hourly	7,171	-	-	-
Total Personnel	290,660	-	-	-
Operations				
5220 Contract Services	6,540	-	-	-
5340 Equipment Replacement Charge	9,250	-	-	-
5400 Other Services	-	-	-	-
5410 Communications	1,008	-	-	-
5440 Dues and Memberships	-	-	-	-
5441 Travel, Conference and Training	-	-	-	-
5500 Supplies	4,427	-	-	-
Total Operations	21,225	-	-	-
Total	311,885	-	-	-

**CITY OF LA MIRADA
MUNICIPAL ACTIVITY DETAIL**

FUNCTION	ACTIVITY TITLE	ACTIVITY
COMMUNITY DEVELOPMENT	CDBG REHABILITATION	221222

ACTIVITY COMMENTARY

The CDBG Rehabilitation activity provides for the City's residential improvement loan program. Funded by the federal Community Development Block Grant (CDBG), this activity exists to correct code violations and improve properties for low-income homeowners.

GOALS FOR FISCAL YEAR 2014-15

The goal of CDBG Rehabilitation is to assist with the improvement of deteriorating conditions and to correct code violations of residential housing units. The primary goal of this activity for Fiscal Year 2014-15 is to fund five deferred loans to low-income homeowners and to comply with the federal regulations on lead-based paint and asbestos. CDBG funds are also used to fund the testing and possible abatement costs of lead-based paint and/or asbestos for five residential rehabilitation loans.

**CITY OF LA MIRADA
MUNICIPAL BUDGET DETAIL**

Function	Activity Title	Activity
COMMUNITY DEVELOPMENT	CDBG REHABILITATION	221222

Expense Classification	2012-13 Actual	2013-14 Budget	2013-14 Estimated	2014-15 Adopted
Personnel:				
5001 Community Development Mgr (.08)	-	5,987	5,050	8,070
5001 Housing Technician II (.17)	7,164	11,876	10,183	10,743
5100.1 Benefits-Permanent	2,899	11,556	7,617	12,228
Total Personnel	10,063	29,419	22,850	31,041
Operations:				
5210 Professional Services	2,079	-	1,500	7,500
5220 Contract Services	3,434	-	-	-
5650 Housing Assistance	9,695	3,500	-	-
5656 Deferred Loans	31,041	47,841	80,000	95,289
Total Operations	46,249	51,341	81,500	102,789
Total	56,312	80,760	104,350	133,830

