

**CITY OF LA MIRADA  
MUNICIPAL BUDGET DETAIL**

<b>Function</b>	<b>Fund Distribution</b>	
<b>COMMUNITY DEVELOPMENT</b>	<b>GENERAL FUND CDBG</b>	<b>1,515,569 133,502</b>

Expense Classification	2010-11 Actual	2011-12 Budget	2011-12 Estimated	2012-13 Adopted
Econ Dev and Housing	376,216	403,537	371,489	388,378
Planning and Building	662,695	755,177	696,407	760,433
Code Enforcement	392,107	397,941	377,987	411,636
Engineering	28,145	20,000	-	30,000
CDBG Program Management	28,486	23,857	22,976	-
CDBG Rehabilitation	90,699	65,122	62,595	60,471
<b>Total</b>	<b>1,578,348</b>	<b>1,665,634</b>	<b>1,531,454</b>	<b>1,650,918</b>

**OVERVIEW COMMENTARY**

Community Development function includes Administration, Housing, Planning and Building, Code Enforcement and Engineering.

**CITY OF LA MIRADA  
MUNICIPAL ACTIVITY DETAIL**

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

**ACTIVITY COMMENTARY**

The Department of Community Development is responsible for managing all planning, zoning and land development issues for the City, and monitoring various Housing programs for its residents. In addition, this department is also responsible for approving and inspecting new construction on private property and responding to violations of the City Municipal Code.

**GOALS FOR FISCAL YEAR 2012-2013**

Community Development continues to pursue efforts to improve building and plan check efficiency to facilitate project review and shorten the time period for obtaining a building permit. The One-Stop Permit program, in conjunction with DAPTS, including the future integration of microfiche plans and data that can be accessed by staff and customers through a GIS platform is the Department's long-term goal for improving customer service. Since the adoption of the Imperial Highway Specific Plan in 2011, staff is concentrating upon completing the I-5 Freeway Specific Plan. The I-5 Freeway Specific Plan will provide the foundation for positive development and economic growth along the freeway corridor.

**CITY OF LA MIRADA  
MUNICIPAL BUDGET DETAIL**

<b>Function</b>	<b>Activity Title</b>	<b>Activity</b>
<b>COMMUNITY DEVELOPMENT</b>	<b>COMMUNITY DEVELOPMENT AND HOUSING</b>	<b>001202</b>

<b>Expense Classification</b>	<b>2010-11 Actual</b>	<b>2011-12 Budget</b>	<b>2011-12 Estimated</b>	<b>2012-13 Adopted</b>
<b>Personnel:</b>				
5001 Director of Community Dev (.50)	71,867	72,459	71,000	72,459
5001 City Planner (.20)	21,216	22,155	20,695	22,156
5001 Administrative Analyst II (.85)	-	-	-	58,404
5001 Administrative Analyst I (.85)	57,997	58,403	56,943	-
5001 Housing Technician II (.73)	37,625	46,952	46,749	44,513
5001 Secretary (.45)	22,255	27,213	20,810	22,266
5002 Wages-Hourly	10,612	18,478	10,000	15,990
5004 Overtime	152	-	-	-
5100.1 Benefits-Permanent	149,873	149,816	140,000	144,945
5100.2 Benefits-Hourly	1,845	3,081	2,000	2,665
<b>Total Personnel</b>	<b>373,442</b>	<b>398,557</b>	<b>368,197</b>	<b>383,398</b>
<b>Operations</b>				
5210 Professional Services	19	-	-	-
5410 Communications	241	340	340	340
5440 Dues and Memberships	-	-	52	-
5441 Travel, Conference and Training	330	1,200	-	1,200
5450 Auto Allowance	1,947	1,940	1,900	1,940
5500 Supplies	237	1,500	1,000	1,500
<b>Total Operations</b>	<b>2,774</b>	<b>4,980</b>	<b>3,292</b>	<b>4,980</b>
<b>Total</b>	<b>376,216</b>	<b>403,537</b>	<b>371,489</b>	<b>388,378</b>

**CITY OF LA MIRADA  
MUNICIPAL ACTIVITY DETAIL**

<p>FUNCTION <b>COMMUNITY DEVELOPMENT</b></p>	<p>ACTIVITY TITLE <b>PLANNING &amp; BUILDING</b></p>	<p>ACTIVITY <b>001203</b></p>
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**ACTIVITY COMMENTARY**

The Planning and Building Activity is responsible for plan check review and building permit inspections. This activity also provides reports, recommendations, and analysis to the City Council, Redevelopment Agency, and Planning Commission pertaining to plans, projects, programs, and legislative action affecting the City's physical environment and development. Activities include the preparation and analysis of studies relating to the City's land use objectives, processing zoning and land-use applications, and providing assistance to the development community to facilitate new projects. The City contracts with the Los Angeles County Department of Public Works for building permit issuance and building inspection services.

**GOALS FOR FISCAL YEAR 2012-2013**

The goals of the Planning and Building Activity is to effectively assist customers with processing development plans and entitlements by means of preliminary project review and project management to ensure that projects are in accordance with the City's long range planning goals, policies and objective; and, in accordance with building requirements and standards. Staff continues to explore various means by which DAPTS can help improve customer service, facilitate information, and tack costs. The department is further exploring opportunities to introduce new technology systems, such as GIS to assist with providing land use and marketing studies, and modeling future land uses in La Mirada.

**CITY OF LA MIRADA  
MUNICIPAL BUDGET DETAIL**

<b>Function</b>	<b>Activity Title</b>	<b>Activity</b>
<b>COMMUNITY DEVELOPMENT</b>	<b>PLANNING AND BULDING</b>	<b>001203</b>

<b>Expense Classification</b>	<b>2010-11 Actual</b>	<b>2011-12 Budget</b>	<b>2011-12 Estimated</b>	<b>2012-13 Adopted</b>
<b>Personnel:</b>				
5001 Director of Community Dev (.30)	43,491	43,476	42,065	43,476
5001 City Planner (.80)	84,436	88,621	87,210	88,621
5001 Administrative Analyst II (.15)	-	-	-	10,307
5001 Administrative Analyst I (.15)	10,705	10,307	8,897	-
5001 Secretary (.55)	22,532	22,265	26,319	27,214
5002 Wages-Hourly	22,216	42,614	42,614	38,880
5004 Overtime	-	50	50	50
5100.1 Benefits-Permanent	108,580	108,591	108,591	111,854
5100.2 Benefits-Hourly	3,803	7,111	3,000	6,489
<b>Total Personnel</b>	<b>295,763</b>	<b>323,035</b>	<b>318,746</b>	<b>326,891</b>
<b>Operations</b>				
5220 Contract Services	15,998	34,600	18,000	36,000
5221 Contract Services: LA County	324,076	378,630	350,000	378,630
5400 Other Services	16,615	1,000	500	1,000
5410 Communications	143	1,378	500	1,378
5430 Advertising and Promos	3,661	6,134	2,500	6,134
5440 Dues and Memberships	-	1,500	1,500	1,500
5441 Travel, Conference and Training	921	3,000	261	3,000
5450 Auto Allowance	2,874	2,900	2,900	2,900
5500 Supplies	2,644	3,000	1,500	3,000
<b>Total Operations</b>	<b>366,932</b>	<b>432,142</b>	<b>377,661</b>	<b>433,542</b>
<b>Total</b>	<b>662,695</b>	<b>755,177</b>	<b>696,407</b>	<b>760,433</b>

**CITY OF LA MIRADA  
MUNICIPAL ACTIVITY 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 2012-2013**

The goals of Code Enforcement are to achieve 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. The vacant/foreclosed residential property registration program has proven to be a valuable tool in combating blighted foreclosed homes in La Mirada. 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.

**CITY OF LA MIRADA  
MUNICIPAL BUDGET DETAIL**

<b>Function</b>	<b>Activity Title</b>	<b>Activity</b>
<b>COMMUNITY DEVELOPMENT</b>	<b>CODE ENFORCEMENT</b>	<b>001204 221512</b>

<b>Expense Classification</b>	<b>2010-11 Actual</b>	<b>2011-12 Budget</b>	<b>2011-12 Estimated</b>	<b>2012-13 Adopted</b>
<b>Personnel:</b>				
5001 Director of Community Dev (.20)	28,653	28,984	27,334	28,984
5001 Sr. Code Enforcement	72,361	73,669	72,016	73,669
5001 Housing Technician (.09)	-	-	-	5,488
5001 Code Enforcement Specialist	60,309	60,976	59,326	62,824
5002 Wages-Hourly	90,426	86,788	82,309	94,451
5004 Overtime	-	-	-	-
5100.1 Benefits-Permanent	108,646	107,905	107,905	111,525
5100.2 Benefits-Hourly	15,431	14,668	11,921	15,744
<b>Total Personnel</b>	<b>375,826</b>	<b>372,990</b>	<b>360,811</b>	<b>392,685</b>
<b>Operations</b>				
5220 Contract Services	-	-	-	1,000
5340 Equipment Replacement Charge	9,155	9,281	9,281	9,281
5400 Other Services	-	7,000	100	-
5410 Communications	1,945	1,920	1,920	1,920
5440 Dues and Memberships	300	375	300	375
5441 Travel, Conference and Training	-	900	100	900
5500 Supplies	4,881	5,475	5,475	5,475
<b>Total Operations</b>	<b>16,281</b>	<b>24,951</b>	<b>17,176</b>	<b>18,951</b>
<b>Total</b>	<b>392,107</b>	<b>397,941</b>	<b>377,987</b>	<b>411,636</b>

**CITY OF LA MIRADA  
MUNICIPAL ACTIVITY DETAIL**

<b>FUNCTION</b> <b>COMMUNITY DEVELOPMENT</b>	<b>ACTIVITY TITLE</b> <b>ENGINEERING</b>	<b>ACTIVITY</b> <b>001205</b>
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**ACTIVITY COMMENTARY**

The engineering activity provides for contractual engineering services to assist staff on various capital improvement projects and special projects.

**GOALS FOR FISCAL YEAR 2012-2013**

The goal of Engineering activity is to utilize private and public engineering services to assist with providing the Community Development Department with guidance and information resources necessary for evaluating public and private projects.





**CITY OF LA MIRADA  
MUNICIPAL ACTIVITY DETAIL**

FUNCTION	ACTIVITY TITLE	ACTIVITY
COMMUNITY DEVELOPMENT	CDBG PROGRAM MANAGEMENT	221221

**ACTIVITY COMMENTARY**

The CDBG Program Management activity provides for the application, coordination, and planning of Community Development Block Grant (CDBG) projects. The City utilizes federal CDBG funds for the City's housing rehabilitation loans, partial funding of Foster Park residential code enforcement, partial funding of programs for seniors and various capital improvement projects. This activity oversees the use of CDBG funds which includes: grant administration, financial monitoring and reporting, and project development research. This activity also provides for public input, which satisfies community needs and program requirements and assists in the coordination of all projects supported by CDBG funds.

**GOALS FOR FISCAL YEAR 2012-2013**

The goal of CDBG Program Management is to administer the Community Development Block Grant (CDBG) program efficiently by ensuring all applicable regulations are followed for the home improvement loan program, Foster Park residential code enforcement program, and senior services program. An additional objective is to satisfy the performance standards established by the Department of Housing and Urban Development and the County of Los Angeles Community Development Commission.

Fiscal Year 2012-2013, Program management is budgeted individually under each approved CDBG funded activity.



**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 2012-2013**

The goal of CDBG Rehabilitation is to enhance and improve deteriorated conditions of residential housing units. The primary goal of this activity for FY 12-13 is to fund four deferred loans/ emergency grants to low-income homeowners. 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 three residential rehabilitation loans.

**CITY OF LA MIRADA  
MUNICIPAL BUDGET DETAIL**

<b>Function</b>	<b>Activity Title</b>	<b>Activity</b>
<b>COMMUNITY DEVELOPMENT</b>	<b>CDBG REHABILITATION</b>	<b>221222</b>

<b>Expense Classification</b>	<b>2010-11 Actual</b>	<b>2011-12 Budget</b>	<b>2011-12 Estimated</b>	<b>2012-13 Adopted</b>
<b>Personnel:</b>				
5001 Community Development Mgr	724	2,920	1,391	-
5001 Housing Technician II (.14)	6,500	5,488	4,490	8,537
5100.1 Benefits-Permanent	3,069	5,545	5,545	5,630
<b>Total Personnel</b>	<b>10,293</b>	<b>13,953</b>	<b>11,426</b>	<b>14,167</b>
<b>Operations:</b>				
5210 Professional Services	4,155	-	-	-
5220 Contract Services	3,160	6,512	6,512	-
5650 Housing Assistance	12,425	4,000	4,000	3,500
5656 Deferred Loans	60,666	40,657	40,657	42,804
<b>Total Operations</b>	<b>80,406</b>	<b>51,169</b>	<b>51,169</b>	<b>46,304</b>
<b>Total</b>	<b>90,699</b>	<b>65,122</b>	<b>62,595</b>	<b>60,471</b>

