



City of Seal Beach



Adopted Budget
for Fiscal Years
2009-2011



**City of Seal Beach
California**

**OPERATING PROGRAM OF SERVICES BUDGET
FOR FISCAL YEARS 2009/10 AND 2010/11**



CITY COUNCIL

Gordon Shanks, Mayor
David Sloan, Mayor Pro Tem
Charles Antos, Council Member
Mike Levitt, Council Member
Gary Miller, Council Member

EXECUTIVE OFFICERS

Quinn Barrow, City Attorney
David Carmany, City Manager

ADMINISTRATIVE PERSONNEL

Joe Bailey, Marine Safety Chief
Robbeyn Bird, Director of Administrative Services
Linda Devine, City Clerk
Jill Ingram, Assistant to the City Manager
Jeff Kirkpatrick, Police Chief
Vince Mastrosimone, Director of Public Works
Lee Whittenberg, Director of Development Services

Prepared by
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April 21, 2009

To: Honorable Mayor and Members of the City Council
From: David Carmany, City Manager
Re: 2009-2011 Budget Message

I am pleased to present the proposed biennial budget for fiscal years 2009-2011 for the City of Seal Beach and the Seal Beach Redevelopment Agency. The City's budget is balanced with General Fund operating revenues exceeding operating expenditures by \$716,900 and \$881,400 for fiscal years 2009-10 and 2010-11, respectively.

The two-year span of the biennial budget process includes an "on" year (or base year) and an "off" year; it is during the on year that substantial time is allocated to budget preparation. After adoption, the first year of implementation is the off year, which provides the time for always-limited staff resources to be devoted to budgetary analysis and special projects. Recent examples of special projects include the pension obligation bond issue and the fire station financing, and a future example includes the planned selection and implementation of new financial accounting software. Under the proposed biennial budget, estimated revenues and expenditures are provided separately for two consecutive years; staff is recommending that the city council adopt a single budget for the two-year period.

Many of the decisions that affect the City's budget are made in Sacramento and the City has little if any control over the decisions made at the State level. For example, due to declines in the stock market, the California Public Employees' Retirement System, which provides benefits for 1.6 million government workers, retirees and their families, lost more than 26.6 percent of its value from last July through January. The fund, which in October 2007 totaled \$260.4 billion, stood at \$166.3 billion as of March 2009. As a result, the city's future pension contributions in years beyond the 2011 horizon will no doubt increase.

Difficult times require difficult decisions. One effective strategy is to tap the suggestions of community members to address the current situation. Viewed as an opportunity, some of the decisions made today can help position the city for future savings and continued long-term fiscal health. In this, I specifically refer to recent labor negotiations

that resulted in creation, with the unanimous support of the employees, of a two-tier retiree health care benefit system for future city employees.

My recommendation is that the City plan to stay the course and maintain the present package of core services. As mentioned, the proposed budget is balanced; it provides a plan for ongoing provision of core services during a weak economy but no new programs. Current public administration literature refers to “permanent white water”, and today’s challenge is to navigate the ongoing rough financial waters.

The following is a list of key features provided in the Fiscal Year 2009-11 budget:

- To help with fiscal management, the proposed budget offers a clear presentation of what is proposed to be funded, including funding sources and amounts.
- To make the “big picture” understandable, the summary pages provide a snapshot of the City’s finances for general fund revenues of \$26.9 million and expenditures of \$26.2 excluding capital projects for FY 2009/10. Reserves are projected to be \$40.1 at June 30, 2009. It is important to note that this amount includes the \$6.3 million reserved for the fire station.
- To make the “details” understandable, the budget is organized along departmental lines; administrative services, city attorney, city clerk, city manager, city council, community services, development services, fire, marine safety, police, and public works.
- Thanks to strong internal controls and the hard work of our Director of Administrative Services, with limited staff, the City continues to win national awards for its excellence in capital improvement budgeting and financial reporting. Credibility of the numbers facilitates an informed discussion about goals and objectives.

General Fund Budget Highlights

The revenues projected for the next two years are conservatively estimated to reflect the current state of the economy. Total General Fund revenues are estimated at \$26.9 and \$27.3 million dollars for fiscal years 2009/10 and 2010/11, respectively. There is a \$1.4 million decline from the estimated 2008-09 revenues excluding the proceeds of long-term debt of \$6.3 million.

Sales tax reflects a projected decrease of approximately \$1.2 million in fiscal year 2009/10. This is in part because of a one time allocation of approximately \$800,000 received in 2008-09 that was misallocated by the State in previous years. The remaining \$300,000 is in contemplation of continued declines in sales tax due to the general slow down of the economy.

General Fund expenditures in the 2009-10 budget are \$45.1 million; and the 2010-11 budget are \$27.1 million. These amounts include transfers for capital projects in the amount of \$18.9 million and \$725,000 thousand for FY 2009/10 and 2010/11, respectively. In addition, the current budget reflects changes in salaries due to recent labor negotiations with all of the bargaining groups. It should be noted, however, that budgeted expenditures in 2010/11 are less than revised budgeted expenditures in the 2008/09 fiscal year. This is due to a conscious effort by management to keep costs down while still providing the same levels of core services to the residents.

There were several changes in the 2010-11 budgets to increase transparency and understandability of the City's finances. The following is a list of those changes:

- The previous budget decentralized the Information Technology (IT) function. This made it difficult to see exactly how much this function was costing the City. To correct this problem, the IT function has been centralized and is located in the General Government section of the budget.
- A new fund has been established for the purchase of vehicles and equipment. This was a result of Council direction at the January 12, 2009 City Council meeting. In addition, charges to fund additional vehicle purchases are charged to the appropriate departments.
- Previously, the City budget did not include budgets for all funds of the City. The current budget has added budget pages for all funds to increase transparency and provide an improved audit trail.
- Salaries are budgeted at the top step of the range. This is a budgeting technique that ensures that all future ongoing salary costs, such as earned merit step increases, are captured and "built into the budget."

Significant Supplemental Requests

Supplemental requests are one-time expenditures or new expenditures that increase the on-going operations of the City.

Fiscal Year 2009-10:

The budget for fiscal year 2009-10 includes \$569,200 of supplemental General Fund budget requests, all of which are one-time costs. These requests are summarized as follows:

- Mobile Data Computers – These are police car computers to provide an alternative communication and video resource between the officers and dispatchers and to provide a means for in field report writing. The cost of this item is \$165,000.

- City Web Page Redesign – The City’s web page is outdated and very limited in the types of tasks that can be accomplished by the public using it. At the January 26, 2009 meeting, Council authorized the City Manager to issue a Request for Proposal (RFP) for the redesign of the City’s website. The RFP was issued and the award of contract should be made sometime in May. The work will be completed in the 2009-10 fiscal year. The estimated cost of this item is \$125,000
- Laserfiche equipment – This equipment is used to support the City Clerk’s department with records management and re-codifying the municipal code. This equipment will be purchased with restricted reserves in the amount of \$74,700. This amount came from a donation of salary from the City Clerk.
- Coin Counter – Coins are collected from the City parking lots weekly and delivered to the Administrative Services Department. City staff then bags the coins and weighs each bag to determine an approximate value of each bag. Once deposited in the bank, the bank issues a corrected deposit slip for any discrepancies and notifies the City. This process is outdated and results in numerous, time consuming adjustments on the City’s books. Staff is requesting the purchase of a coin counter that will streamline this process and eliminate the need for future adjustments. The cost of this item is \$4,500.
- Financial Accounting Software – The financial accounting software was purchased by the City in 2001 and has not been updated since. The technology has made vast improvements in financial software in the past several years. By upgrading the current software or selecting a new vendor, services provided to both internal and external customers will be greatly enhanced. The estimated cost of purchasing new software is \$200,000. A large portion of this cost is training that will be needed for staff to ensure proper use and understanding of the software.

Fiscal Year 2010-11:

The budget for fiscal year 2010-11 includes \$280,000 of supplemental General Fund budget requests. These requests are also one-time costs and are summarized below:

- Police Department Furniture – The police department is requesting approximately \$280,000 to purchase furniture to complete the rehabilitation of the police department.

In addition to the General Fund supplemental requests, there is a one-time request in the Water Fund to replace the hand held water meter readers. The meter reader is the device that allows us to read the water meters for both residential and commercial customers. This is a significant source of revenue for the City. The current devices are

very old and the vendor has informed staff that we are no longer able to get parts for these machines. The cost of this item is \$1,500.

Capital Improvement Plan

Included as part of the proposed budget is the Capital Improvement Plan (CIP) for the next two years. This program identifies specific projects that are planned for construction in the City. Improvements to the water, sewer, buildings, streets and other facilities are discussed in the CIP. During Fiscal Years 2009-10 and 2010-11 the Public Works Department is expected to spend approximately \$18.9 million and \$725 thousand of General Fund monies, respectively. Of the \$18.9 million amount, \$9.4 million is being carried over from the 2008-09 budget and will be funded with reserves of fund balance.

Acknowledgement

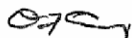
The Executive Management Team of the City deserves special recognition for their efforts in developing revenue and expenditure projections that meet the needs of the community. The City extends a special thanks to the staff in the Administrative Services Department for their effort in completing the budget while simultaneously managing a growing number of significant projects. Their long hours and necessary teamwork required to bring this budget to completion is greatly appreciated.

Conclusion:

In summary, the budget incorporates recommendations from the professional City staff that are intended to respond to the identified City Council goals of delivering responsive, user-friendly customer service to the residents of Seal Beach, developing a balanced budget, and improving the quality of life for all residents.

The staff and I welcome comments from both the City Council and the community on the spending plans for Fiscal Years 2009-10 and 2010-11.

Respectfully submitted,

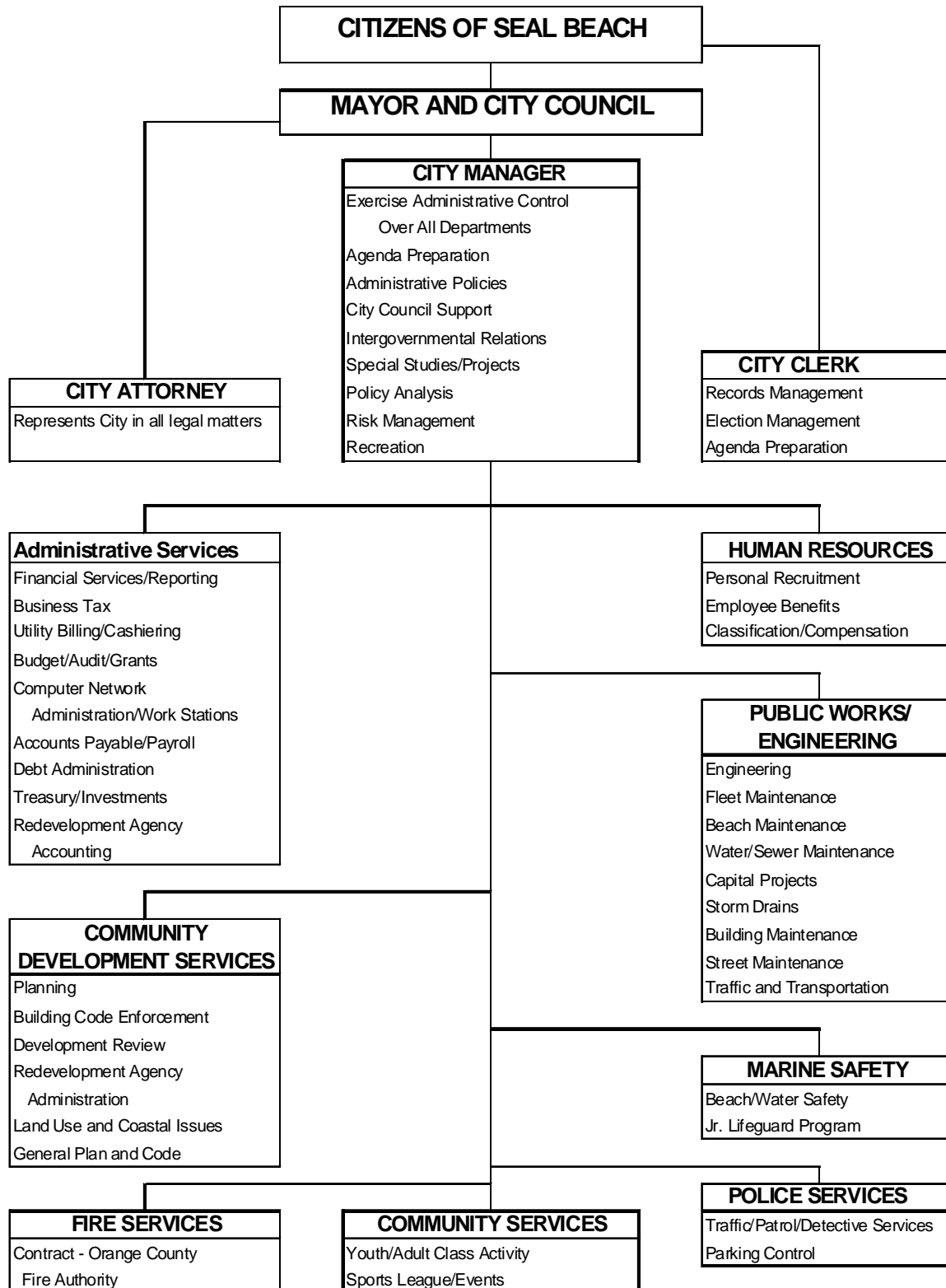


David N. Carmany, City Manager



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City of Seal Beach Organizational Chart

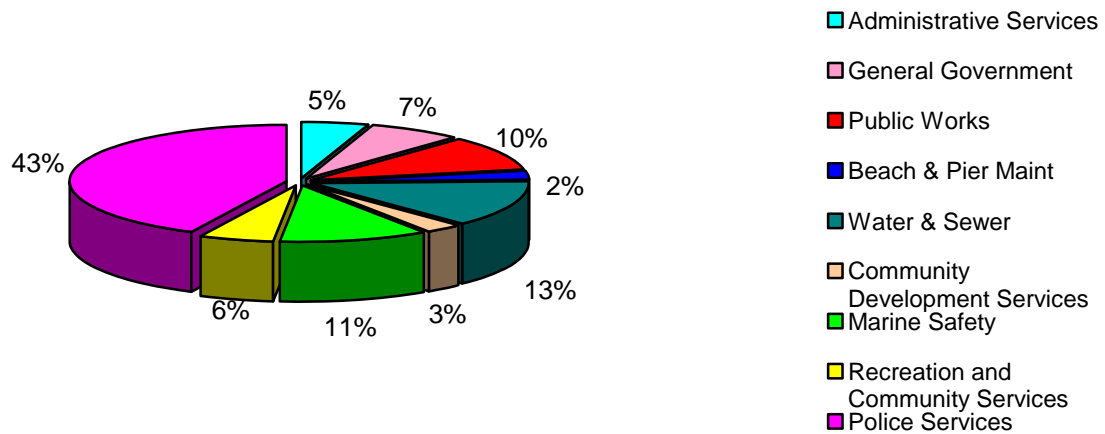


City of Seal Beach Staffing

STAFFING OVERVIEW

A significant percentage of the General Fund, Tidelands Beach Fund and the Water and Sewer Enterprise Funds budgets are appropriated for salaries and benefits to employees who in turn provide services to the Seal Beach community. Salaries and benefits represent 31% and 33% of the operating appropriations within the General Fund for fiscal years 2009/10 and 2010/11 respectively. The Tidelands Beach Fund's lifeguards and beach maintenance salaries and benefits represent 73% and 74% of the 2009/10 and 2010/11 fiscal year's budgets. The Water and Sewer Enterprise Funds salaries and budgets represent 36% of the operating budgets for fiscal years 2009/10 and 2010/11 respectively. The following graph identifies full-time equivalent (FTE) positions by department.

FY 2009/10 AND 2010/11 STAFFING BY PROGRAM



Note: Salaries and benefits include Part-Time staff costs

STAFFING COMPARISON BY DEPARTMENT IN FULL-TIME EQUIVALENTS

<u>Departments</u>	<u>2008-2009 Adopted</u>	<u>2009-2010 Adopted</u>	<u>2010-2011 Adopted</u>
Administrative Services	6.39	5.97	5.97
General Government	6.73	8.55	8.55
Public Works	10.76	12.46	12.46
Beach & Pier Maintenance	4.00	2.94	3.06
Water & Sewer	16.95	16.42	16.42
Community Development Services	3.38	3.37	3.37
Marine Safety	13.54	13.54	13.54
Community Services	10.32	6.81	6.81
Police Services	45.53	52.34	52.34
Total Full-Time Equivalents	117.60	122.40	122.52

Note: The increase is mainly due to the opening of the Detention Facility in the Police Department for the Senior Community Services Officers and the remaining difference is due to additional part-time wages in several departments.

City of Seal Beach Staffing

The City's employee bargaining units are Seal Beach Supervisors & Professional Employees Association; Police Officers Association; Police Management Association; and the Orange County Employees Association. The Executive/Mid-Management group is non-represented. Each bargaining unit has a Memorandum of Understanding (MOU) that provides direction for issues such as vacation, sick leave, overtime, administrative leave, holidays, dues and benefit deductions, city rights, compensation plans, special pay provisions, fringe benefits, retirement, hours of work, jury duty, probationary periods, layoff procedures, and salary details.

All full-time employees receive health, dental and life insurance benefits. The City has a cap on what it contributes for the insurance based on the employee's bargaining unit. Disability insurance benefits are given based on an employee's salary.

The City belongs to the Public Employee Retirement System (PERS). The two retirement plans are public safety, which includes police and lifeguards, and the miscellaneous plan. PERS determines retirement rates on an annual basis. The rates are based on the investment earnings of each plan and future needs of the plan by PERS actuarial computations. The City pays both the employee portion and employer portion of the PERS retirement contributions.

Part-time employees work schedule is 20 hours per week. No benefits are given to part-time employees except the Part-time Retirement System. The Part-time Retirement System replaces FICA and the City contributes 1.3% of the employee's salary.

Description of Funds

The City's financial structure is organized like other governments with the use of funds. Funds represent the control structure that ensures that public moneys are spent only for those purposes authorized and within the amounts authorized. Funds are established to account for the different types of activities and legal restrictions that are associated with a particular government function. The use of funds and the budgeting, accounting, and auditing that are associated with this fund structure are governed by the City Charter and/or Municipal Code, the State of California statutes and Generally Accepted Accounting Principles, as determined by the Governmental Accounting Standards Board.

The City uses the following funds to control its financial activities: General Fund, Special Revenue Funds, Enterprise Funds, Redevelopment Agency Funds and Capital Projects Funds.

General Fund: The General Fund is used to account for most of the day-to-day operations of the City, which are financed from property taxes, utility users tax, sales tax and other general revenues. Activities financed by the General Fund include police services, fire services, general administration, engineering and planning.

Special Revenue Funds: Special Revenue Funds are used to account for revenues derived from specific taxes or other earmarked revenue sources which, by law, are designated to finance particular functions or activities of government and therefore cannot be diverted to other uses. The City has the following special revenue funds:

Street Lighting Assessment District: The Seal Beach Street Lighting Assessment District was formed under the Street Lighting Act of 1919 to finance the maintenance of streetlights and to finance the electricity used by the streetlights by special assessments.

Asset Forfeiture Fund: The Asset Forfeiture Fund accounts for revenues derived from monies and property seized in drug-related incidents.

Supplemental Law Enforcement Grant: The Supplemental Law Enforcement Grant are funds received from the State under the State Citizens Option for Public Safety Program. Certain procedures are required to be implemented prior to the use of the funds, and the funds cannot be used to supplant existing funding for law enforcement.

Police Grants: Various grants include the *Urban Area Security Initiative* (UASI) for Homeland Security appropriations, the *Emergency Response to Terrorism Incidents for First Responders* (ERTI) grant for emergency response training, the *Command Officers' Response to Terrorism* (CORT) grant reimburses funds advanced by the City for emergency response to terrorism training, the *Office of Traffic Safety* (OTS) DUI grant reimburses funds advanced by the City for DUI enforcement, and the *Bullet Proof Vest Protection* (BVP) grant which provides matching funds for the purchase of bullet-resistant vests.

Park Improvement Fund: The Park Improvement Fund was established to account for the Quimby Act Fees received by developers. The fees collected are only to be used to improve parks and recreation facilities.

Air Quality Improvement Program Fund: The Air Quality Improvement Program Fund accounts for supplemental vehicle license fee revenue distributed to Cities by the South Coast Air Quality Management District pursuant to Assembly Bill 2766. Expenditures are limited to programs that will reduce air pollution by reducing, directly or indirectly, mobile source emission pollutants.

Description of Funds

Tidelands Beach Fund: The Tidelands Beach fund is required by the State of California and is used to account for all revenues derived from beach and pier operations in the City. Expenditures are limited to lifeguard, pier, and beach operations.

State Gas Tax Fund: The Gas Tax Fund accounts for State collected, locally shared gas tax monies. Expenditures are limited to repair, construction, maintenance and right-of-way acquisitions relating to streets and highways.

Measure M Fund: The Measure "M" Fund accounts for "Local Turnback" funds established as part of the one-half cent sales tax increase initially approved November 6, 1990 and extended through 2041 by the voters of Orange County in November 2006. Measure "M" "Local Turnback" revenues can only be expended on street and highway improvements.

Roberti-Z'Berg-Harris Urban Open Space Fund: The Roberti-Z'Berg-Harris Open Space Fund's revenues can only be used to improve open space areas such as parks.

Local Law Enforcement Block Grant Fund: The Local Law Enforcement Block Grant Fund received funding under the Federal Local Law Enforcement Block Grants Program for the purposes of reducing crime and improving public safety and cannot be used to supplant existing funding for law enforcement.

The CLEEP Grant Fund: The CLEEP Grant Fund accounts for funds received from the State under the California Law Enforcement Equipment Program. The funds received are to be expended on high technology law enforcement equipment.

Traffic Relief Fund: The State established the Traffic Congestion Improvement Act funded by the passage of Prop 42 which mandated that revenues resulting from the state sales and use taxes on the sale of motor vehicle fuel be used for transportation purposes. In November 2006, the voters approved the sale of General Obligation Bonds by the State to fund state and local transportation projects to relieve congestion, improve movement of goods, improve air quality and enhance safety and security of the transportation system.

Community Development Block Grant (CDBG): The CDBG program provides communities with resources for a wide variety of unique community development needs. The City has received a \$200,000 grant from federal CDBG funds for Leisure World Housing Rehabilitation on interiors. The intent is to modify bathrooms in the senior community to provide better and safer accessibility for elderly residents.

Community Facilities District No. 2002-01: The Community Facilities District No. 2002-01 (Heron Pointe) was formed under the Mello-Roos Community Facilities Act of 1982, as amended, to provide financing for the construction and acquisition of certain public street improvements, water and sanitary sewer improvements, dry utility improvements, park and landscaping improvements which will serve the new construction in the Community Facility District.

Community Facilities District No. 2002-02: The Community Facilities District No. 2002-02 was formed under the Mello-Roos Community Facilities Act of 1982 to provide financing for the City's Maintenance of landscaping facilities installed within the public right-of-way as part of the Bixby Old Ranch Town Center and country Club developments.

Description of Funds

Community Facilities District No. 2005-01: The Community Facilities District No. 2005-01 (Pacific Gateway Business Center) was formed under the Mello-Roos Community Facilities Act of 1982, as amended. Special Tax B will satisfy costs related to the maintenance of parks, parkways and open space within the District ("Landscape Maintenance).

Redevelopment Agency Funds: The City of Seal Beach Redevelopment Agency operates as a separate legal entity from the City of Seal Beach and the budget and annual work program are established by the City Council acting as the Agency Board of Directors. The Agency maintains four separate funds.

Riverfront Project Area: The Riverfront Project Area Fund accounts for staff, operating costs and capital projects within the Riverfront Project Area.

Tax Increment Fund: The Tax Increment Fund accounts for the collection of property tax revenues and rental income from property within the Redevelopment Project Area. The 20% Low and Moderate Housing set-aside is transferred from this fund into the Riverfront Project Area Low and Moderate Housing Set-Aside Fund. Revenues accounted for in this fund are also transferred into the Debt Service fund for payment of long-term debt.

Debt Service Fund: The Debt Service Fund accounts for the payments of long-term debt.

Low and Moderate Income Housing Funds: The Riverfront Low and Moderate Income Housing Funds account for preserving and expanding the City's affordable housing stock.

Proprietary Funds: Of the eleven fund types established by the GAAP, two are classified as proprietary funds. These are enterprise funds and internal service funds. Enterprise funds are used to account for a government's business-type activities (activities that receive a significant portion of their funding through user fees). The City's enterprise funds are Water and Sewer. The City's internal service fund is vehicle replacement fund.

Water Enterprise Funds: The Water Enterprise Funds account for water operations that are financed and operated in a manner similar to private business enterprises where the intent of the government is that the costs of providing goods or services to the general public on a continuing basis is financed or recovered primarily through user charges. The water usage rates are tiered and charged by the cubic feet consumed. The fees collected cover the water operations maintenance and operation expenses.

The Water Capital Enterprise Fund was established to pay for the costs of replacing aging water related infrastructure and equipment as needed, and the construction of new or enhanced water services necessitated by new development and existing infrastructural deficiencies. Fees collected are based on meter size and used for capital improvements and meter replacements.

Sewer Enterprise Funds: The Sewer Enterprise Funds account for sewer operations and maintenance and the upkeep and replacement of the sewer infrastructure and equipment in a manner similar to private business enterprises where the cost of providing goods or services to the general public on a continuing basis is financed or recovered primarily through user charges.

Primarily sewer fees used to finance the Sewer Operations Funds are charged to customers based on water usage. The fees collected cover sewer maintenance and operation expenses.

Description of Funds

The Sewer Capital Enterprise Fund was established July 1, 2000 to pay for the costs of replacing and maintaining the City's aging sewer infrastructure and equipment. Fees collected are based on meter size and are used for long-term debt payments and capital improvements.

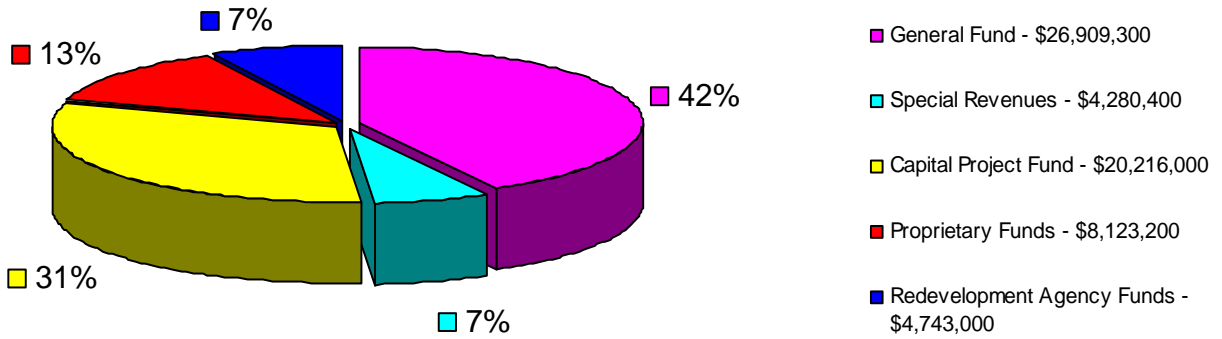
Vehicle/Equipment Replacement Funds: The revenues received by this fund are transferred from the departments that have vehicles and equipment. Departmental transfers represent a pro rate share of all costs of vehicles and equipment. All replacement vehicles are purchased from this fund.

Fiduciary Funds

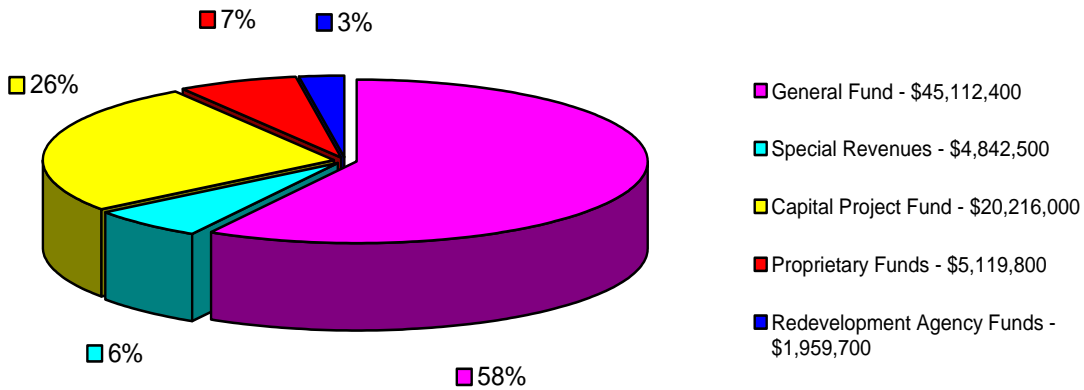
Fiduciary Funds are used when a government holds or manages financial resources in an agent or fiduciary capacity. The City has a trust fund that is not appropriated. This trust fund receives funds from entities and or individuals. Those funds are treated as deposits and expended at the direction of the entity and or individual who made the deposit (e.g. CATV).

Summary of Revenues and Expenditures All Funds

**Projected Summary of Revenues and Transfers In
FY 2009/10 - \$64,271,900**

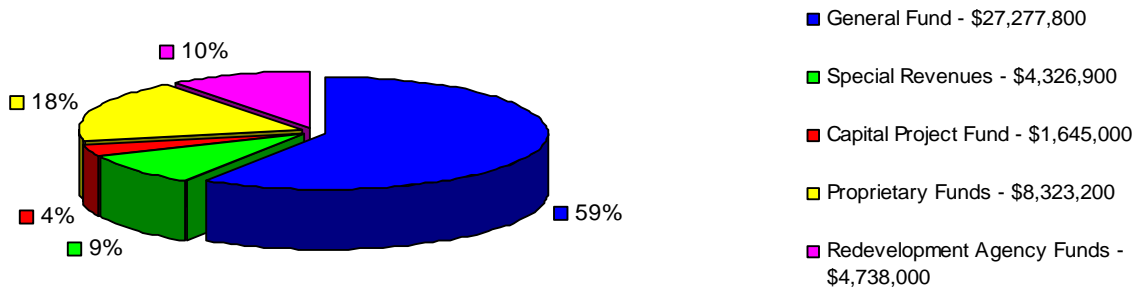


**Projected Summary of Expenditures and Transfers Out
FY 2009/10 - \$77,250,400**

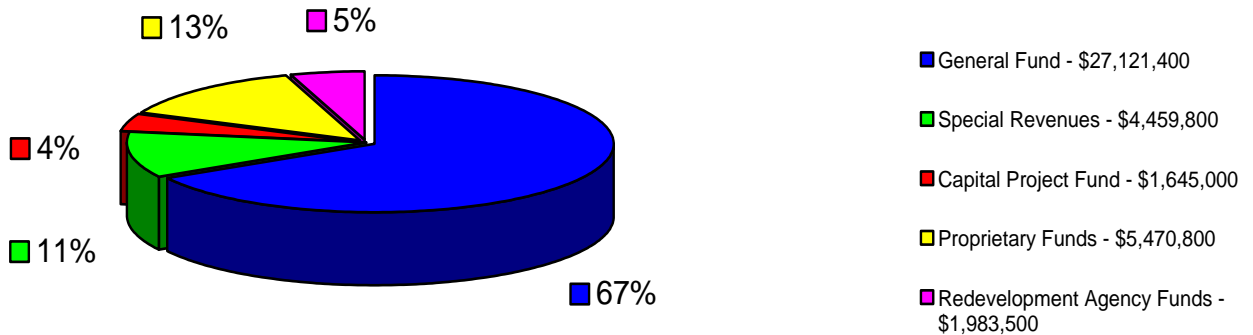


Summary of Revenues and Expenditures All Funds

**Projected Summary of Revenues and Transfers In
FY 2010/11 - \$46,310,900**



**Projected Summary of Expenditures and Transfers Out
FY 2010/11 - \$40,680,500**



Summary of Revenues and Transfers In All Funds

	2007/08 Actual Revenue	2008/09 Estimated Year End Revenues	2009/10 Adopted Revenues	2010/11 Adopted Revenues
General Fund	39,783,411	34,563,600	26,909,300	27,277,800
Special Revenue Funds				
Street Lighting Assessment District	131,826	147,800	150,700	150,700
Supplemental Law Enforcement	110,204	104,000	102,500	102,500
Detention Facility	11,286	100	1,100	1,100
Asset Forfeiture - State	3,968	100	22,000	22,000
Air Quality Improvement	24,173	31,000	31,000	31,000
Asset Forfeiture - Federal	3,968	100	18,000	18,000
Park Improvement	10,165	9,000	9,000	9,000
Tidelands Beach	1,566,319	1,635,383	1,464,900	1,471,400
State Gas Tax	473,094	428,200	428,200	428,200
Measure M	415,160	664,000	354,000	374,000
Roberti-Z'Berg-Harris Urban Open Space	23,259	198,989	-	-
Community Development Block Grant	174,293	240,000	140,000	140,000
Police Grants	129,305	18,700	91,000	91,000
Cleop Grant	1,706	1,000	1,000	1,000
Traffic Relief	418,860	201,600	241,600	261,600
Ad 94-1 Rdmtn F	139,846	143,000	143,000	143,000
CFD No. 2002-02 SB Blvd/Lampson Landscape	148,766	143,000	143,000	143,000
CFD 2002-01 Heron Pointe	261,576	279,600	279,600	279,600
CFD Pacific Gateway Bonds	517,614	521,400	521,400	521,400
CFD Heron Pointe Admin Exp	43,265	25,900	25,900	25,900
CFD No. 2005-01 Pacific Gateway	125,969	112,500	112,500	112,500
Total Special Revenues Funds	4,734,622	4,905,372	4,280,400	4,326,900
Capital Project Fund	6,588,821	6,500,000	20,216,000	1,645,000
Proprietary Funds				
Water Operations	4,574,456	4,371,900	4,371,900	4,371,900
Water Capital	1,587,775	1,367,400	1,361,400	1,366,400
Vehicle Replacement	-	-	162,300	162,300
Sewer Operations	937,568	912,487	912,600	912,600
Sewer Capital	1,001,928	1,216,000	1,315,000	1,510,000
Total Enterprise Funds	8,101,727	7,867,787	8,123,200	8,323,200
Redevelopment Agency Funds				
Riverfront Low/Mod Housing	562,623	563,000	563,200	563,200
Riverfront Project	1,350,683	946,100	956,700	948,600
Debt Service	731,476	770,900	765,100	768,200
Tax Increment	2,455,523	2,458,000	2,458,000	2,458,000
Total Redevelopment Agency Funds	5,100,305	4,738,000	4,743,000	4,738,000
Total Revenues All Funds	64,308,886	58,574,759	64,271,900	46,310,900

Summary of Expenditures and Transfers Out All Funds

Description	2007-2008 Actual	2008-2009 Revised Budget	2008-2009 Year End Estimated	2009-2010 Adopted Budget	2010-2011 Adopted Budget
General Fund - 001					
Total General Funds	\$ 35,902,557	\$ 27,898,792	\$ 27,929,600	\$ 45,112,400	\$ 27,121,400
Special Revenue Funds					
002 Street Lighting Assessment District	\$ 175,226	\$ 160,000	\$ 171,000	\$ 171,000	\$ 174,000
009 Supplemental Law Enforcement Srvc	217,558	183,450	122,100	116,700	119,700
010 Detention Facility	539	-	-	5,000	5,000
011 Asset Forfeiture (State)	23,863	1,500	700	22,000	22,000
012 Air Quality Improvement	26,768	31,850	26,300	31,800	31,800
013 Asset Forfeiture (Federal)	386	10,000	-	18,000	18,000
016 Park Improvement	50,233	-	-	-	-
034 Tidelands Beach (828)	888,765	944,950	900,500	1,043,900	1,040,200
034 Beach Maintenance (863)	724,925	702,700	687,600	421,000	431,200
040 Gas Tax	316,510	483,100	483,100	640,000	610,000
041 Measure M	135,756	400,000	400,000	330,000	350,000
048 Parking in Lieu	35,821	-	-	-	-
072 Community Development Block Grant	200,080	-	200,000	140,000	140,000
075 Police Grants	117,097	47,134	6,400	87,200	91,000
076 Cleep Grant	51,727	-	-	4,100	-
077 Prop 1B	-	-	-	386,000	-
079 Traffic Relief	548,544	350,000	5,000	240,000	260,000
101 Ad 94-1 Rdmtn F	149,184	-	134,700	139,100	138,100
201 CFD Landscape	103,912	143,000	143,000	144,000	145,000
202 CFD Heron Pointe	277,806	-	239,700	247,800	250,400
203 CFD Pacific Gateway	436,840	-	480,575	519,900	498,400
204 Heron Pointe CFD Admin	17,549	25,000	25,000	25,000	25,000
205 CFD Pacific Gateway/Landscape Admin	65,798	110,000	110,000	110,000	110,000
Total Special Revenue Funds	\$ 4,564,887	\$ 3,592,684	\$ 4,135,675	\$ 4,842,500	\$ 4,459,800
Capital Project Fund	\$ 6,588,821	\$ 10,668,000	\$ 6,500,000	\$ 20,216,000	\$ 1,645,000
Proprietary Funds	-	-	-	-	-
017 Water Operations	\$ 3,303,060	\$ 3,806,770	\$ 3,402,200	\$ 3,896,900	\$ 4,131,400
019 Water Capital	467,206	-	-	-	-
021 Vehicle Replacement	-	-	-	316,600	410,600
043 Sewer Operations	575,336	833,140	585,800	697,600	720,000
044 Sewer Capital	475,376	208,670	208,670	208,700	208,800
Total Proprietary Funds	\$ 4,820,978	\$ 4,848,580	\$ 4,196,670	\$ 5,119,800	\$ 5,470,800
Redevelopment Agency Funds	-	-	-	-	-
061 Riverfront Low/Mod Housing	\$ 733,571	\$ 1,072,500	\$ 726,500	\$ 796,500	\$ 796,500
063 Riverfront Project Area	1,772,216	42,050	48,125	43,600	44,300
065 Riverfront Debt Service	731,690	735,400	735,400	709,600	732,700
067 Riverfront Tax Increment	2,457,602	1,899,800	682,300	410,000	410,000
Total Redevelopment Funds	\$ 5,695,079	\$ 3,749,750	\$ 2,192,325	\$ 1,959,700	\$ 1,983,500
Total Expenditures All Funds	\$ 57,572,322	\$ 50,757,806	\$ 44,954,270	\$ 77,250,400	\$ 40,680,500

OPERATING TRANSFERS

FY 2009-2010

Fund Name	Account Number	Transfer In	Transfer Out	Purpose
Capital Improvement Project Fund	045-000-31500	20,216,000		Capital Projects
General Fund	001-080-47000		18,920,000	Various projects include carry over
State Gas Tax Fund	040-090-47000		340,000	Local Street Resurf Prog ST1004
				Biannual Pavement Mgmt ST1002
				Annual Slurry ST1005
Measure M Fund	041-999-47000		330,000	Arterial Street Resurf Prog ST1005
Prop 1B Fund	077-888-47000		386,000	Arterial Street Resurf Prog ST1005
Traffic Relief Fund	079-888-47000		240,000	Local Street Resurf Prog ST1004
		<u>20,216,000</u>	<u>20,216,000</u>	
Vehicle Replacement	021-000-31500	304,600		Vehicle Replacement
GF - Police	001-022-47010		113,900	Veh Repl. Transfer to Fund 021
GF - Engineering	001-042-47010		3,500	Veh Repl. Transfer to Fund 021
GF - Storm Drains	001-043-47010		100	Veh Repl. Transfer to Fund 021
GF - Street Maintenance	001-044-47010		36,200	Veh Repl. Transfer to Fund 021
GF - Landscape Maintenance	001-049-47010		3,000	Veh Repl. Transfer to Fund 021
GF - Automobile Maintenance	001-050-47010		2,000	Veh Repl. Transfer to Fund 021
GF - Building Maintenance	001-052-47010		3,600	Veh Repl. Transfer to Fund 021
AQMD Fund 012	012-700-47010		800	Veh Repl. Transfer to Fund 021
Water Fund 017	017-900-47010		63,600	Veh Repl. Transfer to Fund 021
Beach Maintenance 034	034-863-47010		61,000	Veh Repl. Transfer to Fund 021
Sewer Fund 043	043-925-47010		16,900	Veh Repl. Transfer to Fund 021
		<u>304,600</u>	<u>304,600</u>	
General Fund	001-000-31500	348,000		
State Gas Tax Fund	040-090-47000		300,000	Overhead for street maintenance
CFD #2002-02	201-450-47000		11,000	Admin costs transfer to GF 001
CFD #2002-01 Heron Pointe	204-460-47000		11,000	Admin costs transfer to GF 001
CFD #2005-01 Pacific tax A	205-480-47000		11,000	Admin costs transfer to GF 001
CFD #2005-01 Pacific tax B	205-470-47000		15,000	Admin costs transfer to GF 001
		<u>348,000</u>	<u>348,000</u>	
General Fund	001-000-31662	324,500		Overhead
Water Fund	017-900-44050		324,500	Overhead transfer to GF 001
		<u>324,500</u>	<u>324,500</u>	
General Fund	001-000-31660	54,000		Overhead
Sewer Fund	043-925-44050		54,000	Overhead transfer to GF 001
		<u>54,000</u>	<u>54,000</u>	
General Fund	001-080-47000		940,200	Tidelands expense
Tidelands	034-000-31500	940,200		Transfer in from GF 001
		<u>940,200</u>	<u>940,200</u>	
TOTAL TRANSFERS		<u>\$ 22,187,300</u>	<u>\$ 22,187,300</u>	

SUMMARY GENERAL FUND TOTAL TRANSFERS:			
Transfer In			
	001-000-31500	348,000	Overhead and Admin Costs
	001-000-31660	54,000	Overhead
	001-000-31662	324,500	Overhead
Transfer Out:			
	001-080-47000		18,920,000
	001-080-47000		940,200
	001-022-47010		113,900
	001-042-47010		3,500
	001-043-47010		100
	001-044-47010		36,200
	001-049-47010		3,000
	001-050-47010		2,000
	001-052-47010		3,600
TOTAL GENERAL FUND TRANSFERS		<u>\$ 726,500</u>	<u>\$ 20,022,500</u>

Fund Name	Account Number	Transfer In	Transfer Out	Purpose
Capital Improvement Project Fund	045-000-31500	1,645,000		Capital Projects
General Fund	001-080-47000		725,000	Various CIP projects
State Gas Tax Fund	040-090-47000		310,000	Local Street Resurf Prog ST1004
Measure M Fund	041-999-47000		350,000	Annual Slurry Seal Project ST1006
Traffic Relief Fund	079-888-47000		260,000	Arterial Street Resurf Prog ST1005
		<u>1,645,000</u>	<u>1,645,000</u>	Local Street Resurf Prog ST1004
Vehicle Replacement	021-000-31500	304,600		Vehicle Replacement
GF - Police	001-022-47010		113,900	Veh Repl. Transfer to Fund 021
GF - Engineering	001-042-47010		3,500	Veh Repl. Transfer to Fund 021
GF - Storm Drains	001-043-47010		100	Veh Repl. Transfer to Fund 021
GF - Street Maintenance	001-044-47010		36,200	Veh Repl. Transfer to Fund 021
GF - Landscape Maintenance	001-049-47010		3,000	Veh Repl. Transfer to Fund 021
GF - Automobile Maintenance	001-050-47010		2,000	Veh Repl. Transfer to Fund 021
GF - Building Maintenance	001-052-47010		3,600	Veh Repl. Transfer to Fund 021
AQMD Fund 012	012-700-47010		800	Veh Repl. Transfer to Fund 021
Water Fund 017	017-900-47010		63,600	Veh Repl. Transfer to Fund 021
Beach Maintenance 034	034-863-47010		61,000	Veh Repl. Transfer to Fund 021
Sewer Fund 043	043-925-47010		16,900	Veh Repl. Transfer to Fund 021
		<u>304,600</u>	<u>304,600</u>	
General Fund	001-000-31500	349,000		Overhead and Admin Costs
State Gas Tax Fund	040-090-47000		300,000	Overhead for street maintenance
CFD #2002-02	201-450-47000		12,000	Admin costs transfer to GF 001
CFD #2002-01 Heron Pointe	204-460-47000		11,000	Admin costs transfer to GF 001
CFD #2005-01 Pacific tax A	205-480-47000		11,000	Admin costs transfer to GF 001
CFD #2005-01 Pacific tax B	205-470-47000		15,000	Admin costs transfer to GF 001
		<u>349,000</u>	<u>349,000</u>	
General Fund	001-000-31662	324,500		Overhead
Water Fund	017-900-44050		324,500	Overhead transfer to GF 001
		<u>324,500</u>	<u>324,500</u>	
General Fund	001-000-31660	54,000		Overhead
Sewer Fund	043-925-44050		54,000	Overhead transfer to GF 001
		<u>54,000</u>	<u>54,000</u>	
General Fund	001-080-47000		946,700	Tidelands expense
Tidelands	034-000-31500	946,700		Transfer in from GF 001
		<u>946,700</u>	<u>946,700</u>	
TOTAL TRANSFERS		<u>\$ 3,623,800</u>	<u>\$ 3,623,800</u>	

SUMMARY GENERAL FUND TOTAL TRANSFERS:			
Transfer In			
	001-000-31500	349,000	Overhead and Admin Costs
	001-000-31660	54,000	Overhead
	001-000-31662	324,500	Overhead
Transfer Out:			
	001-080-47000		725,000 Various CIP projects
	001-080-47000		946,700 Tidelands - transfer to Fund 034
	001-022-47010		113,900 Veh Repl. Transfer to Fund 021
	001-042-47010		3,500 Veh Repl. Transfer to Fund 021
	001-043-47010		100 Veh Repl. Transfer to Fund 021
	001-044-47010		36,200 Veh Repl. Transfer to Fund 021
	001-049-47010		3,000 Veh Repl. Transfer to Fund 021
	001-050-47010		2,000 Veh Repl. Transfer to Fund 021
	001-052-47010		3,600 Veh Repl. Transfer to Fund 021
TOTAL GENERAL FUND TRANSFERS		<u>\$ 727,500</u>	<u>\$ 1,834,000</u>

TOTAL SOURCES & USES

FY 2009-2010

FUND	ESTIMATED BEGINNING BALANCE	REVENUE	TRANSFERS IN	TOTAL SOURCES	OPERATING EXPENDITURE	TRANSFERS OUT	TOTAL USES	ENDING BALANCE
GENERAL FUND								
General Fund	\$40,078,829	\$26,182,800	\$ 726,500	\$66,988,129	\$ 25,089,900	\$20,022,500	\$45,112,400	\$21,875,729
SPECIAL REVENUE FUNDS								
Street Lighting District	74,869	150,700	-	225,569	171,000	-	171,000	54,569
Supplemental Law Enforcement	104,671	102,500	-	207,171	116,700	-	116,700	90,471
Detention Facility	10,846	1,100	-	11,946	5,000	-	5,000	6,946
Asset Forfeiture	900	22,000	-	22,900	22,000	-	22,000	900
Air Quality Improvement Program	33,438	31,000	-	64,438	31,800	-	31,800	32,638
Fed Asset Forfeiture	101	18,000	-	18,101	18,000	-	18,000	101
Park Improvement	200,796	9,000	-	209,796	-	-	-	209,796
Tidelands	-	1,464,900	-	1,464,900	1,464,900	-	1,464,900	-
Gas Tax	284,936	428,200	-	713,136	-	640,000	640,000	73,136
Measure M	1,307,490	354,000	-	1,661,490	-	330,000	330,000	1,331,490
Parking in Lieu	121,856	-	-	121,856	-	-	-	121,856
Rbtri-z-harris	1,137	-	-	1,137	-	-	-	1,137
CDBG	14,213	140,000	-	154,213	140,000	-	140,000	14,213
Grants	56,162	-	-	56,162	-	-	-	56,162
Police Grants	(3,779)	91,000	-	87,221	87,200	-	87,200	21
CLEEP Grant	4,984	1,000	-	5,984	4,100	-	4,100	1,884
Prop 1B	386,756	-	-	386,756	386,000	-	386,000	756
Traffic Relief	196,600	241,600	-	438,200	240,000	-	240,000	198,200
Ad 94-1 Rdmtn F	233,568	143,000	-	376,568	139,100	-	139,100	237,468
CFD Landscape Maint 2002-01	184,881	143,000	-	327,881	133,000	11,000	144,000	183,881
CFD Heron Pointe 2002-01	674,911	279,600	-	954,511	247,800	-	247,800	706,711
CFD Pacific Gtewy Bonds	1,160,114	521,400	-	1,681,514	519,900	-	519,900	1,161,614
CFD Heron Pointe Admn Exp Fnd	43,883	25,900	-	69,783	14,000	11,000	25,000	44,783
CFD Pacific Gtewy Landscpe/Adm	136,367	112,500	-	248,867	84,000	26,000	110,000	138,867
PROPRIETARY FUND								
Water Operations	7,417,449	4,371,900	-	11,789,349	3,508,800	388,100	3,896,900	7,892,449
Water Capital	14,712,121	1,361,400	-	16,073,521	-	-	-	16,073,521
Vehicle Replacement	2,000,000	162,300	-	2,162,300	316,600	-	316,600	1,845,700
Sewer Operations	1,837,258	912,600	-	2,749,858	626,700	70,900	697,600	2,052,258
Sewer Capital	16,311,927	1,315,000	-	17,626,927	208,700	-	208,700	17,418,227
REDEVELOPMENT FUND								
Riverfront L/M	3,236,732	563,200	-	3,799,932	796,500	-	796,500	3,003,432
Riverfront Fund	3,786,184	956,700	-	4,742,884	43,600	-	43,600	4,699,284
RDA Debt Service	796,773	765,100	-	1,561,873	709,600	-	709,600	852,273
RDA Tax Increment	2,377,969	2,458,000	-	4,835,969	410,000	-	410,000	4,425,969
TOTAL ALL FUNDS	97,784,942	43,329,400	726,500	141,840,842	35,534,900	21,499,500	57,034,400	84,806,442

TOTAL SOURCES & USES

FY 2010-2011

FUND	ESTIMATED BEGINNING BALANCE	REVENUE	TRANSFERS IN	TOTAL SOURCES	OPERATING EXPENDITURE	TRANSFERS OUT	TOTAL USES	ENDING BALANCE
GENERAL FUND								
General Fund	\$21,875,729	\$26,551,300	\$726,500	\$49,153,529	\$25,287,400	\$1,834,000	\$27,121,400	\$22,032,129
SPECIAL REVENUE FUNDS								
Street Lighting District	54,569	150,700	-	205,269	174,000	-	174,000	31,269
Supplemental Law Enforcement	90,471	102,500	-	192,971	119,700	-	119,700	73,271
Detention Facility	6,946	1,100	-	8,046	5,000	-	5,000	3,046
Asset Forfeiture	900	22,000	-	22,900	22,000	-	22,000	900
Air Quality Improvement Program	32,638	31,000	-	63,638	31,800	-	31,800	31,838
Fed Asset Forfeiture	101	18,000	-	18,101	18,000	-	18,000	101
Park Improvement	209,796	9,000	-	218,796	-	-	-	218,796
Tidelands	-	1,471,400	-	1,471,400	1,471,400	-	1,471,400	-
Gas Tax	73,136	428,200	-	501,336	-	610,000	610,000	(108,664)
Measure M	1,331,490	374,000	-	1,705,490	-	350,000	350,000	1,355,490
Parking in Lieu	121,856	-	-	121,856	-	-	-	121,856
Rbrti-z-harris	1,137	-	-	1,137	-	-	-	1,137
CDBG	14,213	140,000	-	154,213	140,000	-	140,000	14,213
Grants	56,162	-	-	56,162	-	-	-	56,162
Police Grants	21	91,000	-	91,021	91,000	-	91,000	21
CLEEP Grant	1,884	1,000	-	2,884	-	-	-	2,884
Prop 1B	756	-	-	756	-	-	-	756
Traffic Relief	198,200	261,600	-	459,800	260,000	-	260,000	199,800
Ad 94-1 Rdmtn F	237,468	143,000	-	380,468	138,100	-	138,100	242,368
CFD Landscape Maint 2002-01	183,881	143,000	-	326,881	133,000	12,000	145,000	181,881
CFD Heron Pointe 2002-01	706,711	279,600	-	986,311	250,400	-	250,400	735,911
CFD Pacific Gtewy Bonds	1,161,614	521,400	-	1,683,014	498,400	-	498,400	1,184,614
CFD Heron Pointe Admn Exp Fnd	44,783	25,900	-	70,683	14,000	11,000	25,000	45,683
CFD Pacific Gtewy Landscpe/Adm	138,867	112,500	-	251,367	84,000	26,000	110,000	141,367
PROPRIETARY FUND								
Water Operations	7,892,449	4,371,900	-	12,264,349	3,743,300	388,100	4,131,400	8,132,949
Water Capital	16,073,521	1,366,400	-	17,439,921	-	-	-	17,439,921
Vehicle Replacement	1,845,700	162,300	-	2,008,000	410,600	-	410,600	1,597,400
Sewer Operations	2,052,258	912,600	-	2,964,858	649,100	70,900	720,000	2,244,858
Sewer Capital	17,418,227	1,510,000	-	18,928,227	208,800	-	208,800	18,719,427
REDEVELOPMENT FUND								
Riverfront L/M	3,003,432	563,200	-	3,566,632	796,500	-	796,500	2,770,132
Riverfront Fund	4,699,284	948,600	-	5,647,884	44,300	-	44,300	5,603,584
RDA Debt Service	852,273	768,200	-	1,620,473	732,700	-	732,700	887,773
RDA Tax Increment	4,425,969	2,458,000	-	6,883,969	410,000	-	410,000	6,473,969
TOTAL ALL FUNDS	84,806,442	43,939,400	726,500	129,472,342	35,733,500	3,302,000	39,035,500	90,436,842



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REVENUE SUMMARY BY FUND

FY 2009-2011

Account Number	Revenue Source	2007-2008 Actual	2008-2009 Adopted Budget	2008-2009 Estimated	2009-2010 Adopted Budget	2010-2011 Adopted Budget
GENERAL FUND - 001						
Taxes and Assessments:						
Property Tax						
001-000-30001	Property Taxes Secured	\$ 4,862,254	\$ 4,488,000	\$ 4,900,500	\$ 5,004,000	\$ 5,104,000
001-000-30002	Property Taxes Unsecured	214,191	195,000	220,000	224,000	228,000
001-000-30003	Homeowners Exemption	48,108	50,000	50,000	51,000	52,000
001-000-30004	Secured/Unsecured Prior Yr	102,864	50,000	165,000	165,000	165,000
001-000-30005	Property Tax Other	120,599	80,000	120,000	122,000	124,000
001-000-30006	Supplemental Tax Sec/Un	217,291	200,000	110,000	112,000	114,000
001-000-30009	Prop. Tax-In Lieu VLF	1,931,463	2,085,000	2,037,000	2,078,000	2,120,000
001-000-30013	Property Tax Transfers	110,690	140,000	140,000	130,000	130,000
Total Property Tax		\$ 7,607,460	\$ 7,288,000	\$ 7,742,500	\$ 7,886,000	\$ 8,037,000
Sales Tax						
001-000-30016	Sales/Use Tax	\$ 3,819,213	\$ 2,800,000	\$ 3,717,000	\$ 2,802,800	\$ 2,792,300
001-000-30017	Sales Tax "Back-Fill"	1,067,980	1,100,000	1,240,000	934,200	930,700
001-000-30023	Public Safety Sales Tax	240,776	288,500	230,000	230,000	230,000
Total Sales Tax		\$ 5,127,969	\$ 4,188,500	\$ 5,187,000	\$ 3,967,000	\$ 3,953,000
Utility Users Tax						
001-000-30015	Utility Users Tax	\$ 5,599,065	\$ 5,200,000	\$ 5,821,000	\$ 5,937,000	\$ 6,056,000
Total Utility Users Tax		\$ 5,599,065	\$ 5,200,000	\$ 5,821,000	\$ 5,937,000	\$ 6,056,000
Transient Occupancy Tax						
001-000-30014	Transient Occupancy Tax	\$ 1,065,996	\$ 875,000	\$ 1,293,700	\$ 1,229,000	\$ 1,229,000
Total Transient Occupancy Tax		\$ 1,065,996	\$ 875,000	\$ 1,293,700	\$ 1,229,000	\$ 1,229,000
Franchise Fees						
001-000-30100	Electric Franchise Fees	\$ 263,393	\$ 235,000	\$ 264,000	\$ 264,000	\$ 264,000
001-000-30110	Natural Gas Franchise Fees	63,373	65,000	65,000	66,000	67,000
001-000-30120	Pipeline Franchise Fees	114,826	115,000	120,000	117,000	119,000
001-000-30130	Cable TV Franchise Fees	430,096	350,000	326,000	300,000	300,000
001-000-30140	Refuse Franchise Fees	182,220	164,500	178,000	178,000	178,000
Total Franchise Fees		\$ 1,053,908	\$ 929,500	\$ 953,000	\$ 925,000	\$ 928,000
Other Taxes						
001-000-30011	Excise Tax	\$ 4,591	\$ 10,000	\$ 4,000	\$ 4,000	\$ 3,000
001-000-30012	Barrel Tax	239,888	317,000	240,000	240,000	245,000
Total Other Taxes		\$ 244,479	\$ 327,000	\$ 244,000	\$ 244,000	\$ 248,000
Total Taxes and Assessments		\$ 20,698,877	\$ 18,808,000	\$ 21,241,200	\$ 20,188,000	\$ 20,451,000
Licenses and Permits:						
001-000-30210	Building Permits	\$ 419,373	\$ 325,000	\$ 260,000	\$ 225,000	\$ 250,000
001-000-30215	Business Licenses	1,071,094	592,000	889,000	600,000	600,000
001-000-30220	Contractor Licenses	137,065	110,000	125,000	100,000	110,000
001-000-30230	Electrical Permits	80,916	55,000	50,000	35,000	40,000
001-000-30235	Film Location Permit	1,200	-	500	500	500
001-000-30240	Oil Production Licenses	12,240	12,000	12,200	12,000	12,000
001-000-30245	Parking Permits	93,981	90,000	94,000	90,000	90,000
001-000-30250	Other Permits	48,114	50,000	46,000	40,000	42,000
001-000-30255	Plumbing Permits	39,256	34,000	30,000	27,500	30,000
Total Licenses and Permits		\$ 1,903,239	\$ 1,268,000	\$ 1,506,700	\$ 1,130,000	\$ 1,174,500

REVENUE SUMMARY BY FUND

FY 2009-2011

Account Number	Revenue Source	2007-2008 Actual	2008-2009 Adopted Budget	2008-2009 Estimated	2009-2010 Adopted Budget	2010-2011 Adopted Budget
Intergovernmental:						
001-000-30320	Abandoned Vehicles	\$ 21,014	\$ -	\$ 6,000	\$ 6,000	\$ 6,000
001-000-30500	Motor Veh. In Lieu	115,074	160,000	67,000	60,000	54,000
001-000-30841	Inmate Fee from other agency	1,360	-	-	-	-
001-000-30975	Grant Reimbursement	20,000	-	-	-	-
001-000-30980	Other Agency Reimbursements	-	869,569	4,300	-	-
001-000-30981	POST Reimbursement	22,055	-	9,700	10,000	10,000
001-000-30990	Senior Bus Program Rev	67,433	72,000	71,500	70,000	70,000
Total Intergovernmental		\$ 246,936	\$ 1,101,569	\$ 158,500	\$ 146,000	\$ 140,000
Charges for Services:						
001-000-30425	Off-street Parking	\$ 171,973	\$ 171,000	\$ 219,000	\$ 223,000	\$ 227,000
001-000-30430	Parking Meters	79,392	63,000	67,000	68,000	69,000
001-000-30600	Recreation Facilities Rent	106,220	85,000	124,000	85,000	85,000
001-000-30610	Leisure Program Fees	312,294	180,000	294,000	230,000	230,000
001-000-30620	Rec/lap swim passes	35,861	36,000	41,000	36,000	36,000
001-000-30630	Swimming Lessons	41,272	47,000	37,000	40,000	40,000
001-000-30640	Recreation Svc Charges	9,192	8,000	10,000	11,000	11,000
001-000-30645	Tennis Center Prop Rental	29,777	220,600	29,000	260,000	260,000
001-000-30650	Sport Fees	13,289	28,000	4,000	17,000	17,000
001-000-30665	Swimming Pool Rentals	8,660	18,000	7,000	10,000	10,000
001-000-30670	Recreation Prog. Insurance	333	3,000	200	1,500	1,500
001-000-30690	Recreation Cleaning Fees	2,950	3,000	4,000	3,000	3,000
001-000-30700	Reimb. For Misc. Services	104,489	100,000	170,000	112,000	114,000
001-000-30720	Street Sweeping Svcs	41,302	37,000	43,000	44,000	45,000
001-000-30730	Tree Trimming Svcs	38,294	33,000	39,000	40,000	41,000
001-000-30740	Refuse Services	981,174	910,000	1,087,000	1,109,000	1,131,000
001-000-30800	Alarm Fees	31,170	28,000	28,000	25,000	25,000
001-000-30820	Planning Fees	35,185	27,500	32,000	20,000	22,500
001-000-30825	Plan Check Fees	172,642	160,000	127,000	150,000	150,000
001-000-30835	Film Location Fees	3,000	-	5,000	1,000	1,000
001-000-30840	Jail Fees	1,755	-	-	6,000	6,000
001-000-30842	Inmate Self Pay	18,300	98,000	100,000	100,000	100,000
001-000-30855	Microfilming Fees	3,556	2,000	2,000	2,000	2,000
001-000-30870	Traffic Impact Fees	61,488	-	-	-	-
001-000-30871	GIS Fees	56,733	-	40,000	5,000	5,000
001-000-30872	Environmental Fees	10,502	-	-	-	-
001-000-30900	Bus Shelter Advertising	24,600	49,200	49,200	50,000	51,000
001-000-30935	Returned Check Fee	553	-	500	500	500
001-000-30945	Sale Of Printed Material	19,544	20,000	16,000	16,000	16,000
001-000-30955	Special Events	-	-	-	4,500	4,500
001-000-30961	Admin Fee - Constr/Demo	-	-	3,000	4,500	5,000
Total Charges for Services		\$ 2,415,500	\$ 2,327,300	\$ 2,577,900	\$ 2,674,000	\$ 2,709,000
Fines and Forfeitures:						
001-000-30310	Muni Code Violations	\$ 4,947	\$ 2,500	\$ 4,000	\$ 3,000	\$ 3,000
001-000-30315	Parking Citations	690,970	650,000	690,000	675,000	700,000
001-000-30325	Vehicle Code Violations	208,725	231,000	200,000	200,000	200,000
001-000-30963	Unclaimed Property	1,735	-	1,500	1,500	1,500
Total Fines and Forfeitures		\$ 906,377	\$ 883,500	\$ 895,500	\$ 879,500	\$ 904,500

REVENUE SUMMARY BY FUND

FY 2009-2011

Account Number	Revenue Source	2007-2008 Actual	2008-2009 Adopted Budget	2008-2009 Estimated	2009-2010 Adopted Budget	2010-2011 Adopted Budget
Use of Money and Property:						
001-000-30420	Interest On Investments	\$ 1,186,204	\$ 972,000	\$ 812,000	\$ 812,000	\$ 812,000
001-000-30423	Unrealized Gain/Loss on Invest	67,865	-	-	-	-
001-000-30440	Property Use	3,518	-	14,400	15,000	15,000
001-000-30455	Rental Of Property	81,612	60,000	96,000	98,000	100,000
001-000-30457	Rental of Telecomm. Prop	151,892	140,000	136,000	139,000	142,000
Total Use of Money and Property		\$ 1,491,091	\$ 1,172,000	\$ 1,058,400	\$ 1,064,000	\$ 1,069,000
Other Revenues:						
001-000-30024	Proceeds of Long-term Debt	\$ 10,945,000	\$ -	\$ 6,300,000	\$ -	\$ -
001-000-30435	Oil Royalties	81,498	60,000	83,500	85,000	87,000
001-000-30930	Insurance Refunds	6,227	-	4,000	4,000	4,000
001-000-30940	Sale Of Surplus Property	59,929	-	2,000	2,000	2,000
001-000-30960	Misc. Revenue	302,137	4,000	10,100	10,000	10,000
001-000-30962	Donations	1,100	-	300	300	300
001-000-31660	Sewer Overhead	54,000	54,000	54,000	54,000	54,000
001-000-31662	Water Overhead	324,500	324,500	324,500	324,500	324,500
Total Other Revenues:		\$ 11,774,391	\$ 442,500	\$ 6,778,400	\$ 479,800	\$ 481,800
Transfers:						
001-000-31500	Transfers In From Other Funds	\$ 347,000	\$ 347,000	\$ 347,000	\$ 348,000	\$ 348,000
Total Transfers		\$ 347,000	\$ 347,000	\$ 347,000	\$ 348,000	\$ 348,000
Total General Fund Revenues		\$ 39,783,411	\$ 26,349,869	\$ 34,563,600	\$ 26,909,300	\$ 27,277,800



REVENUE SUMMARY BY FUND

FY 2009-2011

Account Number	Revenue Source	2007-2008 Actual	2008-2009 Adopted Budget	2008-2009 Estimated	2009-2010 Adopted Budget	2010-2011 Adopted Budget
SPECIAL REVENUE FUNDS						
Street Lighting Assessment District - 002:						
002-000-30001	Property Taxes Secured	\$ 125,590	\$ 143,500	\$ 145,300	\$ 145,300	\$ 145,300
002-000-30004	Secured/Unsecured Prior Year	766	700	1,200	1,200	1,200
002-000-30005	Property Tax Other	131	100	200	200	200
002-000-30420	Interest on Investments	5,339	6,000	1,100	4,000	4,000
Total Street Lighting		\$ 131,826	\$ 150,300	\$ 147,800	\$ 150,700	\$ 150,700
Supplemental Law Enforcement Services - 009:						
009-000-30420	Interest on Investments	\$ 10,087	\$ 12,000	\$ 4,000	\$ 2,500	\$ 2,500
009-000-39075	Grant Reimb.	100,117	100,000	100,000	100,000	100,000
Total Supplemental Law Enforcement		\$ 110,204	\$ 112,000	\$ 104,000	\$ 102,500	\$ 102,500
Detention Facility - 010:						
010-000-30400	Commission - Telephone/Vending	\$ 242	\$ -	\$ -	\$ 1,000	\$ 1,000
010-000-30420	Interest on Investments	124	-	100	100	100
010-000-30960	Other Revenue - Inmate Welfare	10,920	-	-	-	-
Total Detention Facility		\$ 11,286	\$ -	\$ 100	\$ 1,100	\$ 1,100
Asset Forfeiture Fund (State) - 011:						
011-000-30420	Interest on Investments	\$ 472	\$ -	\$ 100	\$ -	\$ -
011-000-30990	Asset Forfeiture	3,496	4,500	-	22,000	22,000
Total Asset Forfeiture		\$ 3,968	\$ 4,500	\$ 100	\$ 22,000	\$ 22,000
Air Quality Improvement Program - 012:						
012-000-30420	Interest on Investments	\$ 1,268	\$ 1,000	\$ 1,000	\$ 1,000	\$ 1,000
012-000-35000	AB2766 Revenues	22,905	30,000	30,000	30,000	30,000
Total Air Quality Improvement		\$ 24,173	\$ 31,000	\$ 31,000	\$ 31,000	\$ 31,000
Asset Forfeiture Fund (Fed) - 013:						
013-000-30420	Interest on Investments	\$ 472	\$ -	\$ 100	\$ 100	\$ 1,000
013-000-30990	Asset Forfeiture	3,496	16,000	-	17,900	17,000
Total Asset Forfeiture		\$ 3,968	\$ 16,000	\$ 100	\$ 18,000	\$ 18,000
Park Improvement - 016:						
016-000-30420	Interest on Investments	\$ 10,165	\$ 14,000	\$ 4,000	\$ 4,000	\$ 4,000
016-000-30865	Quimby Act Fees	-	20,000	5,000	5,000	5,000
Total Park Improvement		\$ 10,165	\$ 34,000	\$ 9,000	\$ 9,000	\$ 9,000
Tidelands Beach - 034:						
034-000-30425	Off-street Parking	\$ 165,255	\$ 140,000	\$ 147,800	\$ 147,800	\$ 147,800
034-000-30630	Swimming Lessons	-	13,000	-	-	-
034-000-30700	Reimb Misc Svcs	17,619	16,000	-	-	-
034-000-30980	Other Agency Revenue	78,541	31,500	105,100	105,100	105,100
034-000-31500	Transfer In	1,002,027	1,100,150	1,105,583	940,200	946,700
034-000-31600	Landing Fees	53,465	75,000	55,400	55,400	55,400
034-000-31650	Property Rental	122,461	110,000	106,300	106,300	106,300
034-000-31700	Junior Lifeguard Fees	122,295	161,000	110,100	110,100	110,100
034-000-31800	Surfing Classes	4,656	7,000	5,100	-	-
Total Tidelands Beach		\$ 1,566,319	\$ 1,653,650	\$ 1,635,383	\$ 1,464,900	\$ 1,471,400

REVENUE SUMMARY BY FUND

FY 2009-2011

Account Number	Revenue Source	2007-2008 Actual	2008-2009 Adopted Budget	2008-2009 Estimated	2009-2010 Adopted Budget	2010-2011 Adopted Budget
Gas Tax - 040:						
040-000-30420	Interest on Investments	\$ 6,558	\$ 8,000	\$ 2,200	\$ 2,200	\$ 2,200
040-000-32500	Gas Tax 2105	154,457	155,000	139,000	139,000	139,000
040-000-32525	Gas Tax 2106	105,209	100,000	95,000	95,000	95,000
040-000-32530	Gas Tax 2107	206,870	205,000	186,000	186,000	186,000
040-000-32535	Gas Tax 2107.5	-	5,000	6,000	6,000	6,000
Total Gas Tax		\$ 473,094	\$ 473,000	\$ 428,200	\$ 428,200	\$ 428,200
Measure M - 041:						
041-000-30420	Interest on Investments	\$ 37,887	\$ 44,000	\$ 24,000	\$ 24,000	\$ 24,000
041-000-33500	Local Turnback	377,273	337,700	640,000	330,000	350,000
Total Measure M		\$ 415,160	\$ 381,700	\$ 664,000	\$ 354,000	\$ 374,000
Riverfront Low/Mod Housing - 061:						
061-000-30420	Interest on Investments	\$ 78,613	\$ 45,000	\$ 80,000	\$ 80,000	\$ 80,000
061-000-38555	Low/Mod Hsg Set Aside	483,935	331,000	483,000	483,200	483,200
061-081-30960	Misc. Revenue	75	-	-	-	-
Total Riverfront Low/Mod Housing		\$ 562,623	\$ 376,000	\$ 563,000	\$ 563,200	\$ 563,200
Riverfront Project Area - 063:						
063-000-30420	Interest on Investments	\$ 92,721	\$ 125,000	\$ 83,000	\$ 83,000	\$ 83,000
063-000-31500	Transfers In	1,257,962	560,000	863,100	873,700	865,600
Total Riverfront Project		\$ 1,350,683	\$ 685,000	\$ 946,100	\$ 956,700	\$ 948,600
Riverfront Debt Service - 065:						
065-000-30420	Interest on Investments	\$ 42,662	\$ -	\$ 42,000	\$ 42,000	\$ 42,000
065-000-31500	Transfers In	688,814	745,500	728,900	723,100	726,200
Total Riverfront Debt Service		\$ 731,476	\$ 745,500	\$ 770,900	\$ 765,100	\$ 768,200
Riverfront Tax Increment - 067:						
067-000-30001	Property Taxes Secured	\$ 2,277,536	\$ 1,575,000	\$ 2,278,000	\$ 2,278,000	\$ 2,278,000
067-000-30002	Property Taxes Unsec.	70,085	25,000	70,000	70,000	70,000
067-000-30003	Homeowners exemption	16,490	16,500	16,000	16,000	16,000
067-000-30004	Secured/Unsec. Pr. Year	7,568	-	8,000	8,000	8,000
067-000-30005	Property Tax Other	22,273	15,000	22,000	22,000	22,000
067-000-30006	Supplemental Tax Sec/unsec.	22,487	15,000	22,000	22,000	22,000
067-000-30420	Interest on Investments	39,084	-	42,000	42,000	42,000
Total Riverfront Tax Increment		\$ 2,455,523	\$ 1,646,500	\$ 2,458,000	\$ 2,458,000	\$ 2,458,000
Roberti-Z'Berg Urban Open Space - 070:						
070-000-30420	Interest on Investments	\$ (6,402)	\$ 1,000	\$ (1,771)	\$ -	\$ -
070-000-30980	Other Agency Revenue	29,661	-	200,760	-	-
Total Roberti-Z'Berg Urban Open Space		\$ 23,259	\$ 1,000	\$ 198,989	\$ -	\$ -
Community Development Block Grant (CDBG)- 072:						
072-000-30988	Other Agency Revenue	\$ 174,293	\$ -	\$ 240,000	\$ 140,000	\$ 140,000
Total CDBG		\$ 174,293	\$ -	\$ 240,000	\$ 140,000	\$ 140,000
Police Grants - 075:						
075-000-30420	Interest on Investments	\$ 129,305	\$ 2,234	\$ 18,700	\$ 91,000	\$ 91,000
075-000-30975	Other Agency Revenue	-	-	-	-	-
Total Police Grants		\$ 129,305	\$ 2,234	\$ 18,700	\$ 91,000	\$ 91,000

REVENUE SUMMARY BY FUND

FY 2009-2011

Account Number	Revenue Source	2007-2008 Actual	2008-2009 Adopted Budget	2008-2009 Estimated	2009-2010 Adopted Budget	2010-2011 Adopted Budget
CLEEP Grant - 076:						
076-000-30420	Interest on Investments	\$ 1,706	\$ -	\$ 1,000	\$ 1,000	\$ 1,000
Total CLEEP Grant		\$ 1,706	\$ -	\$ 1,000	\$ 1,000	\$ 1,000
Traffic Relief - 079:						
079-000-30420	Interest on Investments	\$ 1,279	\$ 1,700	\$ 1,600	\$ 1,600	\$ 1,600
079-000-37033	Agency Revenue	417,581	380,000	200,000	240,000	260,000
Total Property Tax		\$ 418,860	\$ 381,700	\$ 201,600	\$ 241,600	\$ 261,600
Ad 94-1 Rdmtn F 101:						
101-000-30001	Property Taxes Secured	\$ 138,130	\$ -	\$ 138,000	\$ 138,000	\$ 138,000
101-000-30004	Secured/Unsec. Pr. Year	818	-	3,600	3,600	3,600
101-000-30005	Property Tax Other	101	-	600	600	600
101-000-30420	Interest on Investments	797	-	800	800	800
Total Ad 94-1 Rdmtn F		\$ 139,846	\$ -	\$ 143,000	\$ 143,000	\$ 143,000
CFD No. 2002-02 SB Blvd/Lampson Landscape - 201:						
201-000-30001	Property Taxes Secured	\$ 142,427	\$ 138,000	\$ 138,000	\$ 138,000	\$ 138,000
201-000-30420	Interest on Investments	6,339	5,000	5,000	5,000	5,000
Total CFD No. 2002-02		\$ 148,766	\$ 143,000	\$ 143,000	\$ 143,000	\$ 143,000
CFD No 2002-01 Heron Pointe -202						
202-000-30001	Property Taxes Secured	\$ 253,184	\$ -	\$ 270,000	\$ 270,000	\$ 270,000
202-000-30004	Secured/Unsec. Pr. Year	2,896	-	5,000	5,000	5,000
202-000-30005	Property Tax Other	345	-	600	600	600
202-000-30420	Interest on Investments	5,151	-	4,000	4,000	4,000
Total CFD Heron Pointe		261,576	-	279,600	279,600	279,600
CFD Pacific Gateway Bonds - 203						
203-000-30001	Secured Property Tax	\$ 499,216	\$ -	\$ 514,100	\$ 514,100	\$ 514,100
203-000-30420	Interest on investment	18,398	-	7,300	7,300	7,300
Total Pacific Gateway Bonds		\$ 517,614	\$ -	\$ 521,400	\$ 521,400	\$ 521,400
CFD Heron Pointe Admin Exp - 204:						
204-000-30300	Administrative Expense Reimb.	\$ 41,620	\$ 25,000	\$ 25,000	\$ 25,000	\$ 25,000
204-000-30420	Interest on investment	1,645	-	900	900	900
Total CFD No. 2002-01		\$ 43,265	\$ 25,000	\$ 25,900	\$ 25,900	\$ 25,900
CFD No. 2005-01 Pacific Gateway - 205:						
205-470-30001	Secured Property Tax	\$ 84,687	\$ 85,000	\$ 85,000	\$ 85,000	\$ 85,000
205-470-30420	Interest on Investment	3,782	-	2,500	2,500	2,500
205-480-30300	Administrative Expense Reimb.	37,500	25,000	25,000	25,000	25,000
Total CFD No. 2005-01		\$ 125,969	\$ 110,000	\$ 112,500	\$ 112,500	\$ 112,500

REVENUE SUMMARY BY FUND

FY 2009-2011

Account Number	Revenue Source	2007-2008 Actual	2008-2009 Adopted Budget	2008-2009 Estimated	2009-2010 Adopted Budget	2010-2011 Adopted Budget
PROPRIETARY FUNDS						
Water Operations - 017:						
017-000-30420	Interest On Investments	\$ 223,182	\$ 187,000	\$ 77,300	\$ 77,300	\$ 77,300
017-000-30960	Miscellaneous Revenue	505	-	-	-	-
017-000-34000	Water Revenue	2,866,812	4,138,000	2,822,200	2,822,200	2,822,200
017-000-35000	Residential Water	1,329,530	-	1,294,100	1,294,100	1,294,100
017-000-35020	Commercial Water	62,655	-	64,700	64,700	64,700
017-000-35500	Water Turn On Fee	5,418	6,000	6,000	6,000	6,000
017-000-35510	Late Charge	33,183	10,000	36,500	36,500	36,500
017-000-35520	Door Tag Fee	450	-	700	700	700
017-000-35530	Water Meters	2,822	3,000	900	900	900
017-000-35590	Fire Service	49,899	28,000	69,500	69,500	69,500
Total Water Operations		\$ 4,574,456	\$ 4,372,000	\$ 4,371,900	\$ 4,371,900	\$ 4,371,900
Water Capital - 019:						
019-000-30420	Interest on Investments	\$ 155,419	\$ 156,000	\$ 21,400	\$ 21,400	\$ 21,400
019-000-35042	Water Connection Fee	50,523	-	15,000	5,000	5,000
019-000-37000	Water Capital Charge	1,381,833	1,331,000	1,331,000	1,335,000	1,340,000
Total Water Capital		\$ 1,587,775	\$ 1,487,000	\$ 1,367,400	\$ 1,361,400	\$ 1,366,400
Vehicle Replacement - 021						
021-000-31500	Transfer In	\$ -	\$ -	\$ -	\$ 162,300	\$ 162,300
Total Vehicle Replacement		\$ -	\$ -	\$ -	\$ 162,300	\$ 162,300
Sewer Operations - 043:						
043-000-30420	Interest On Investments	\$ 53,063	\$ 44,000	\$ 15,000	\$ 15,000	\$ 15,000
043-000-30725	F.O.G. Discharge perm fee	15,210	-	18,887	19,000	19,000
043-000-36000	Sewer Fees	869,295	849,000	878,600	878,600	878,600
Total Sewer Operations		\$ 937,568	\$ 893,000	\$ 912,487	\$ 912,600	\$ 912,600
Sewer Capital - 044:						
044-000-30420	Interest on Investments	\$ -	\$ 81,000	\$ 81,000	\$ 15,000	\$ 15,000
044-000-37150	Sewer Capital Charge	1,001,928	1,135,000	1,135,000	1,300,000	1,495,000
Total Sewer Capital		\$ 1,001,928	\$ 1,216,000	\$ 1,216,000	\$ 1,315,000	\$ 1,510,000
Capital Project -045						
045-000-31500	Transfer In	\$ 6,588,821	\$ 15,554,864	\$ 6,500,000	\$ 20,216,000	\$ 1,645,000
Total Capital Project		\$ 6,588,821	\$ 15,554,864	\$ 6,500,000	\$ 20,216,000	\$ 1,645,000
Total Revenue of All Funds		\$ 64,308,886	\$ 56,844,817	\$ 58,574,759	\$ 64,271,900	\$ 46,310,900



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Analysis of Major Revenues

As the spreadsheet on page 14 and 15 reflects, the total estimated revenues and transfers in from other funds for all City Funds for FY 2009/10 is \$64,271,900 and FY 2010/11 is \$46,310,900. General Fund revenues are not restricted and therefore can be used to fund the operating expenditures of the City such as fire services, police services, public works, recreation and general government administration. The Special Revenue Funds, Capital Project Fund, Enterprise Funds and Redevelopment Agency Funds revenues are restricted and cannot be used for general operating expenditures.

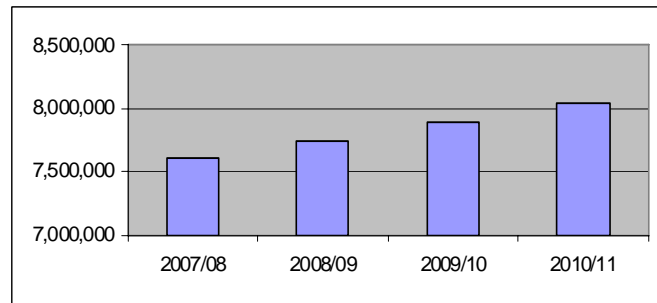
Analysis of Major General Fund Revenues

Property Taxes

Property Taxes account for 29% of FY 2009/10 and 30% of FY 2010/11 General Fund revenues. The California voters adopted Proposition 13 in 1978 that changed the definition of taxable value for all real property in the state. Proposition 13 defines the taxable value of real property as factored base year value or market value on lien date (January 1st), whichever is lower. The base year value of property acquired before March 1, 1975 is the 1975 assessed value and the base year value of property acquired on or after March 1, 1975 is usually the market value when the property was transferred and or purchased. The factored base year value of properties that have not changed ownership since the prior January 1 is calculated by adding the value of any new construction and the Consumer Price Index (CPI) increase but no more than 2% per year.

Included in Property Taxes, other than secured, are unsecured property taxes, supplemental assessments, homeowner's exemption, property tax in-lieu of vehicle license fees and property tax related to penalties and interest.

	<u>Amount</u>	<u>% change</u>
2007/08	7,607,460	
2008/09	7,742,500	1.8%
2009/10	7,886,000	1.9%
2010/11	8,037,000	1.9%



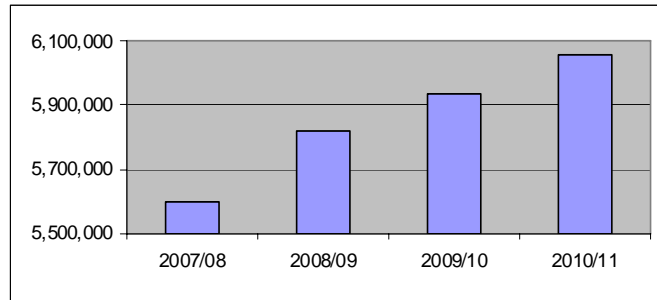
Budget Assumptions – As the above information illustrates, property taxes continue to be a stable revenue source for the City. The projection for FY 2009/10 and 2010/11 show a slight incline. The amount was conservatively budgeted at less than the 2% annual maximum due to the downturn in the economy.

Utility Users Tax

Utility Users Tax accounts for 22% of FY 2009/10 and FY 2010/11 General Fund revenues. The Utility Users Tax rate is charged to customers of electric, natural gas, and telephone companies to raise revenue for general governmental purposes of the City. The Utility Users Tax rate is 11% of the customer's monthly charges. The utility companies collect the tax and remit them to the City.

Analysis of Major Revenues

	<u>Amount</u>	<u>% change</u>
2007/08	5,599,065	
2008/09	5,821,000	4.0%
2009/10	5,937,000	2.0%
2010/11	6,056,000	2.0%

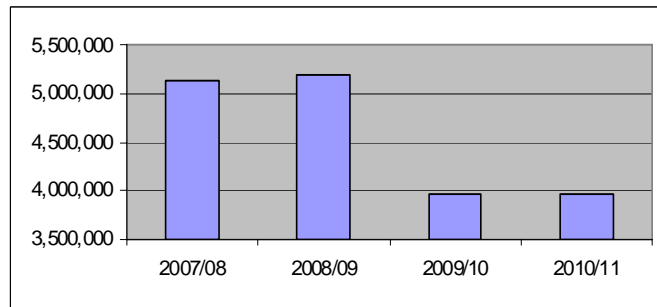


Budget Assumptions – As the above information illustrates, the Utility Users Tax revenues continue to be a relatively stable and predictable revenue source. The City has a senior exemption program for the utility user’s tax. The income level to qualify for the exemption is based on the California Seniors Property Tax Exemption program and is currently \$44,096.

Sales and Use Tax

Sales and Use Tax accounts for 15% of FY 2009/10 and 14% for FY 2010/11 General Fund Revenues. The sales tax rate is 8.75%. All goods sold within the City are subject to sales tax except non-prepared food and prescription drugs. The City receives 1% of all sales tax collected.

	<u>Amount</u>	<u>% change</u>
2007/08	5,127,969	
2008/09	5,187,000	1.2%
2009/10	3,967,000	-23.5%
2010/11	3,953,000	-0.4%



Sales tax revenue for the City is projected to decline in FY 2009/10. It should be noted that approximately \$800,000 of the amount reported in FY 2008/09 was due to a one-time adjustment by the State Board of Equalization for a misallocation of sales tax in previous years. The remainder of the decline is due to anticipated lower revenues due to the downturn of the economy.

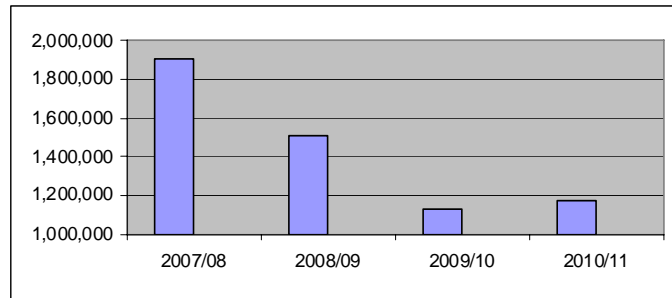
Budget Assumptions – Estimated revenues for Sales and Use Tax for FY 2008/09 and projections for FY 2009/10 and 2010/11 were provided by Hinderliter, de Llamas and Associates, a consulting firm that specializes in sales and use tax analysis based on sales information provided to them by the State of California Board of Equalization.

Licenses and Permits

Licenses and permits account for 4% of FY 2009/10 and of FY 2010/11 General Fund revenues. With an enforcement program that began in FY 2004/05, this revenue source has become a significant source of funding to support General Fund activities. However, a significant decrease is anticipated in FY 2009/10 due to the downturn in the current economy. A slight increase is projected in FY 2010/11 as the economy slowly begins to turn around.

Analysis of Major Revenues

	Amount	% change
2007/08	1,903,239	
2008/09	1,506,700	-20.8%
2009/10	1,130,000	-25.0%
2010/11	1,174,500	3.9%



Other Revenues

Franchise Fees are imposed on various public utilities and account for 3% of FY 2009/10 and FY 2010/11 General Fund revenues. The franchise grants the public utilities the right to use public property for system infrastructure such as lines and pipes. It also grants exclusive rights to provide cable television within the City.

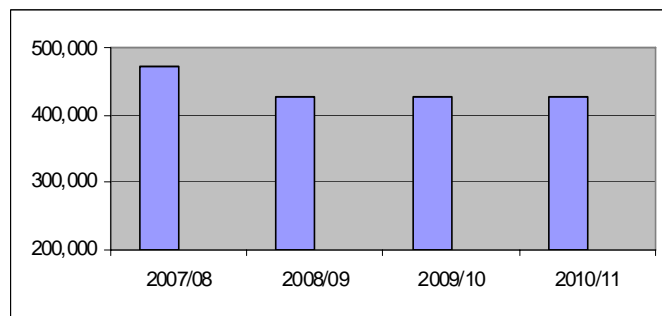
Transient Occupancy Tax (i.e. Hotel Occupancy tax) accounts for 5% of FY 2009/10 and FY 2010/11 General Fund revenues. The approved rate for Transient Occupancy Tax is 12%.

ANALYSIS OF SPECIAL REVENUE FUNDS MAJOR REVENUES

State Gas Tax

The State of California collects 18¢ per gallon for vehicle fuel which is allocated to the State, Counties and Cities. The City allocation is distributed based on population.

	Amount	% change
2007/08	473,094	
2008/09	428,200	-9.5%
2009/10	428,200	0.0%
2010/11	428,200	0.0%



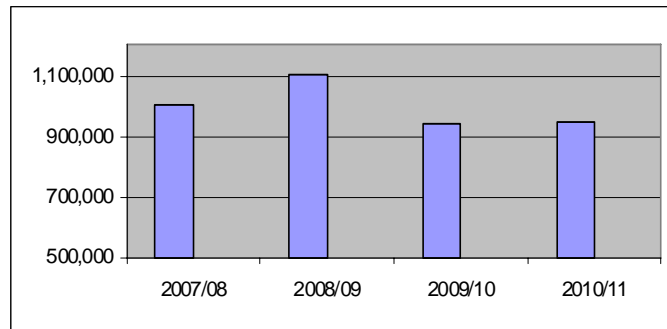
Since the revenue collected is based on the gallons rather than the price of fuel, this revenue source may continue to decline as California residents alter their driving habits due to the high cost of gasoline. Therefore, gas tax is budgeted flat for the next two years.

Tidelands Beach Fund – Transfer In – General Fund Subsidy

The Tidelands Beach Fund is required by the State of California and is used to account for all revenues derived from beach and pier operations in the City. Unfortunately the revenues generated at the beach and pier, such as beach parking revenues and property rental, do not exceed expenditures. As a result, the Tidelands Beach Fund is subsidized by the General Fund as illustrated in the following graph.

Analysis of Major Revenues

	<u>Amount</u>	<u>% change</u>
2007/08	1,002,027	
2008/09	1,105,583	10.3%
2009/10	940,200	-15.0%
2010/11	946,700	0.7%



As the chart reflects, the General Fund Subsidy varies significantly from one year to the next. The decrease of 15% from FY 2008/09 is due to several capital projects in FY 2008/09. There are no capital projects scheduled in FY 2009/10 and FY 2010/11.

Measure M – Local Turnback

The Measure M “Local Turnback” revenues are part of the one-half percent sales tax increase approved by voters November 6, 1990 which would provide transportation funding through 2011. In November 2006, voters approved the continuation of the one-half cent sales tax through 2041. These funds can only be expended on street and highway improvements. The allocation of the one-half cent sales tax is based on the City’s population and on the City’s “Maintenance of Effort” and or the minimum amount of General Fund funds expended on street and sidewalk maintenance. Each year the City must file a “Maintenance of Effort” report with the Orange County Transportation Authority (OCTA). The report itemizes the estimated expenses the City will spend with General Fund funds on street, storm drains and sidewalk repairs that include supplies, salaries and benefits and compares that figure with the County’s benchmark figure of minimum expenditures for street maintenance. The City’s “Maintenance of Effort” benchmark figure is \$505,000. Failure to reach the \$505,000 may affect the amount of Local Turnback revenues the City receives.

The city anticipates receipt of \$330,000 and \$350,000 of Measure M revenues for FY 2009/10 and FY 2010/11, respectively.

ANALYSIS OF REDEVELOPMENT AGENCY MAJOR REVENUE

Property Taxes

The City of Seal Beach Redevelopment Agency’s primary source of revenue is property taxes. Property taxes allocated to the Agency are computed in the following manner:

- The assessed valuation of all property within the project area is determined on the date of adoption of the Redevelopment Plan.
- Property taxes related to the incremental increase in assessed values after the adoption of the Redevelopment Plan are allocated to the Agency. The “frozen” assessed valuations of the properties are allocated to the City and other districts.

Revenue estimates are based on historical trends and projected increases in assessed valuation provided by the Orange County Assessor.

Analysis of Major Revenues

ANALYSIS OF WATER AND SEWER OPERATIONS MAJOR REVENUE

Water Revenue and Sewer Fees

The City's water rate schedule is tiered and based on consumption and meter size. Revenues are projected to be \$4,371,900 for fiscal years 2009/10 and 2010/11, respectively, for the Operations Fund. Water Capital Fund revenues are projected to be \$1,361,400 and \$1,366,400. A water rate study is currently underway and will be completed by the end of FY 2008/09.

The sewer capital fees are also tiered and based on meter size. Revenues are projected to be \$912,600 for operations in the fiscal years 2009/10 and 2010/11, respectively. Sewer Capital Fund revenues are projected to be \$1,315,000 for FY 2009/10 and \$1,510,000 for FY 2010/11.



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General Fund

The General Fund is the general operating fund of the City. All general tax revenues and other receipts not allocated by law or contractual agreement to some other fund are accounted for in this fund. Expenditures of this fund include general operating expenses and capital improvement costs, which are not paid through other funds.

General Fund

Analysis of Undesignated Fund Balance

The City's Budget and Fiscal Policy is to maintain an undesignated fund balance of at least 20% to 25% of operating expenditures in the General Fund. This is considered the "industry standard" in order to maintain the City's ability to withstand operating or capital needs, economic uncertainties, local disasters and other financial hardships.

Undesignated fund balance refers to the portion of the fund balance that is not obligated to designations or reserves therefore it can be used for the situations previously stated in the prior paragraph. Reserves represent portions of the fund balance that are obligated through legal restrictions or amounts due that the City is legally obligated to such as encumbrances or advances and loans to other funds or organizations. Designation of the fund balance is the obligation of funds due to policy implementation.

General Fund Analysis of Undesignated Fund Balance

	2006-2007 Actual	2007-2008 Actual	2008-2009 Estimated	2009-2010 Projected	2010-2011 Projected
Beginning Fund Balance	\$ 22,957,757	\$ 25,531,863	\$ 33,444,829	\$ 40,078,829	\$ 21,875,729
General Fund Revenues					
Property Tax Revenue	\$ 7,306,486	\$ 7,607,460	\$ 7,742,500	\$ 7,886,000	\$ 8,037,000
Sales and Use Tax	3,746,801	5,127,969	5,187,000	3,967,000	3,953,000
Utility Users Tax	5,131,264	5,599,065	5,821,000	5,937,000	6,056,000
Transient Occupancy Tax	894,784	1,065,996	1,293,700	1,229,000	1,229,000
Franchise Fees	941,702	1,053,908	953,000	925,000	928,000
Other Taxes	276,987	244,479	244,000	244,000	248,000
Licenses and Permits	2,506,832	1,903,258	1,506,700	1,130,000	1,174,500
Intergovernmental	209,773	246,936	158,500	146,000	140,000
Charges for Services	1,745,256	2,415,500	2,577,900	2,674,000	2,709,000
Fines and Forfeitures	833,106	906,377	895,500	879,500	904,500
Use of Money and Property	1,574,070	1,491,091	1,058,400	1,064,000	1,069,000
Other Revenue	605,935	11,774,391	6,778,400	479,800	481,800
Transfers in from other Funds	365,500	347,000	347,000	348,000	348,000
Total General Fund Revenues	\$ 26,138,495	\$ 39,783,430	\$ 34,563,600	\$ 26,909,300	\$ 27,277,800
Expenditures					
General Administration	\$ 2,750,936	\$ 3,780,568	\$ 3,580,200	\$ 4,129,500	\$ 3,799,400
Police Department	7,036,336	16,906,632	8,141,200	8,648,400	9,106,700
Detention Facilities	293,776	417,110	567,900	807,000	827,200
Fire Protection Services	3,876,708	6,174,484	4,226,300	4,943,600	5,106,900
Community Development	888,372	957,240	831,300	830,800	846,700
Public Works	2,611,900	2,458,195	2,485,900	2,591,600	2,455,000
Refuse Services	982,121	973,056	982,500	982,500	982,500
Recreation	810,916	960,480	942,900	1,101,500	1,108,000
Liability/Risk Management	1,121,979	1,013,938	1,085,000	1,055,000	1,055,000
Transfers Out	3,191,344	2,260,854	5,086,400	20,022,500	1,834,000
Total Expenditures	\$ 23,564,389	\$ 35,902,557	\$ 27,929,600	\$ 45,112,400	\$ 27,121,400
Net Revenues (Expenditures)	\$ 2,574,106	\$ 3,880,873	\$ 6,634,000	\$ (18,203,100)	\$ 156,400
Prior Periods Adjustments to Fund Balance	\$ -	\$ 4,032,093	\$ -	\$ -	\$ -
Ending Fund Balance	\$ 25,531,863	\$ 33,444,829	\$ 40,078,829	\$ 21,875,729	\$ 22,032,129
Reservations	\$ (677,599)	\$ (182,500)	\$ (200,000)	\$ (200,000)	\$ (200,000)
Designations	(4,620,000)	(5,939,642)	(26,941,642)	(9,837,482)	(9,437,482)
Designated for Fiscal Policy	(5,891,000)	(6,244,000)	(5,985,800)	(6,548,100)	(6,599,100)
Ending Undesignated Fund Balance	\$ 14,343,264	\$ 21,078,687	\$ 6,951,387	\$ 5,290,147	\$ 5,795,547

Undesignated Fund Balance

Percentage of Total Operating Expenditures 61% 59% 29% 20% 22%

General Fund

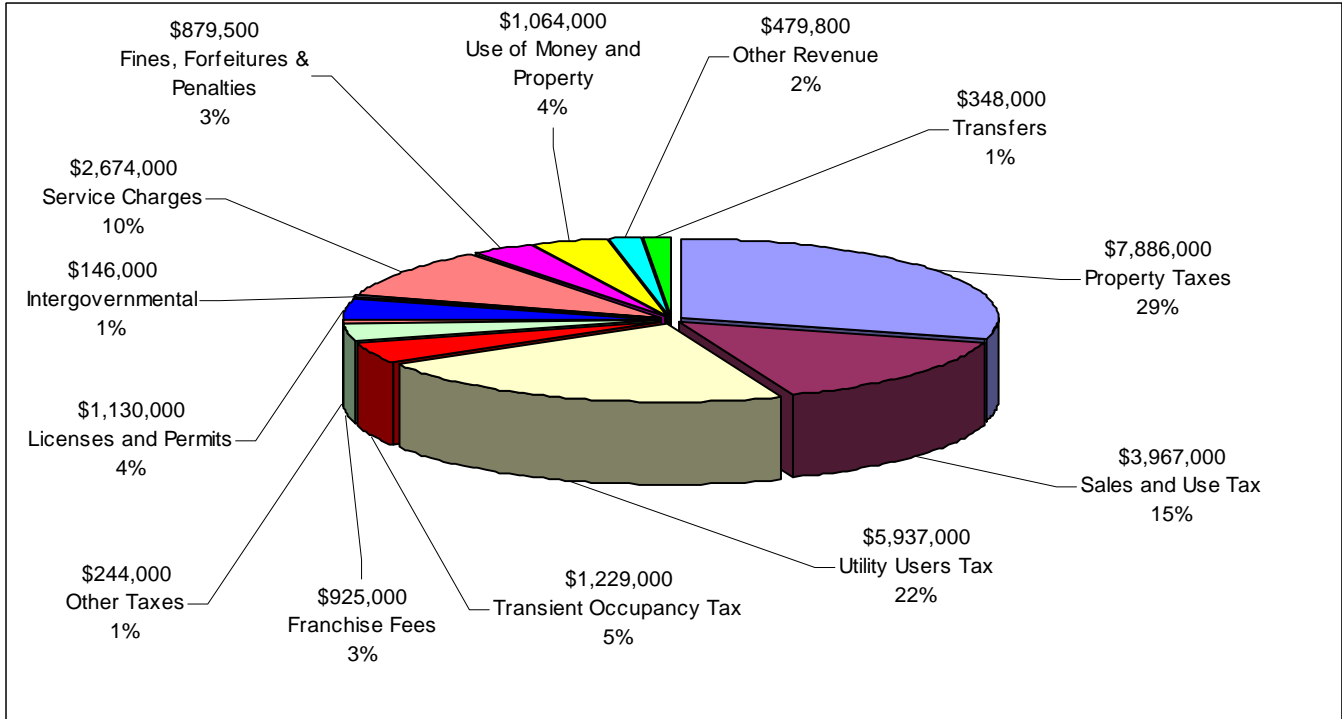
Analysis of Undesignated Fund Balance

As the spreadsheet illustrates, the City has been able to maintain the General Fund's undesignated fund balance for FY 2006/07 and FY 2007/08 well above the 20% - 25% as required by the Budget and Fiscal Policy. For FY 2008/09, the undesignated fund balance is projected to be 6,951,387 or 29% of operating expenditures.

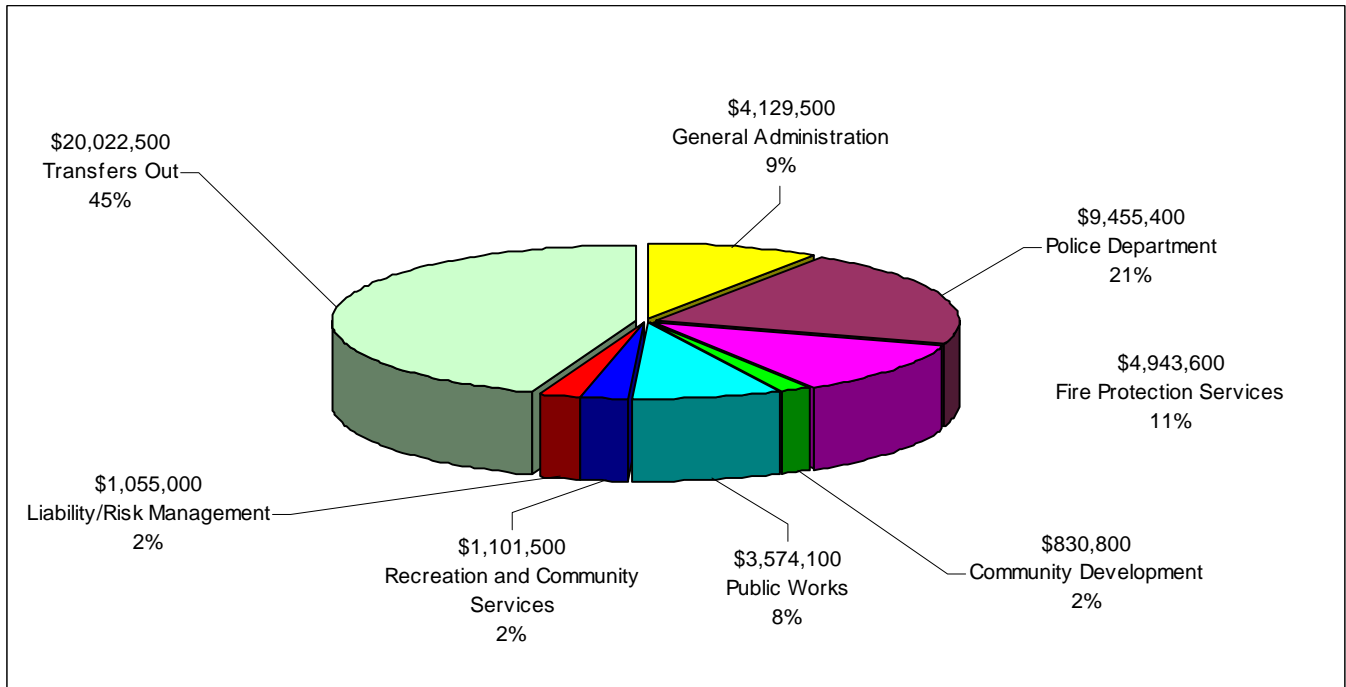
Reserves and Designations of Fund Balance					
	Designated Amount	2008-2009 Estimated Expenditures	2009-2010 Proposed Expenditures	2010-2011 Proposed Expenditures	Ending Balance
City Clerk	\$ 79,160	\$ -	\$ 79,160		\$ -
Traffic Impact Fees	3,172,982		2,500,000		672,982
College Park East	477,000		-		477,000
Swimming Pool	5,000,000	-	-	400,000	4,600,000
Economic Condition	1,750,000	-	-		1,750,000
Street Improvement	4,284,000	350,000	3,934,000		-
Storm Drain	5,000,000	409,000	4,591,000		-
Buildings	2,000,000	-	700,000		1,300,000
Compensated Absences	637,500	-			637,500
Labor Contract	300,000	300,000			-
Fire Station	6,300,000	1,000,000	5,300,000		-
Fiscal Policy	5,985,800	-	-	-	5,985,800
Encumbrances	200,000				200,000
Total	\$ 35,186,442	\$ 2,059,000	\$ 17,104,160	\$ 400,000	\$ 15,623,282

Summary of Revenues and Expenditures General Fund

Fiscal Year 2009/10 Projected Revenues - \$26,909,300

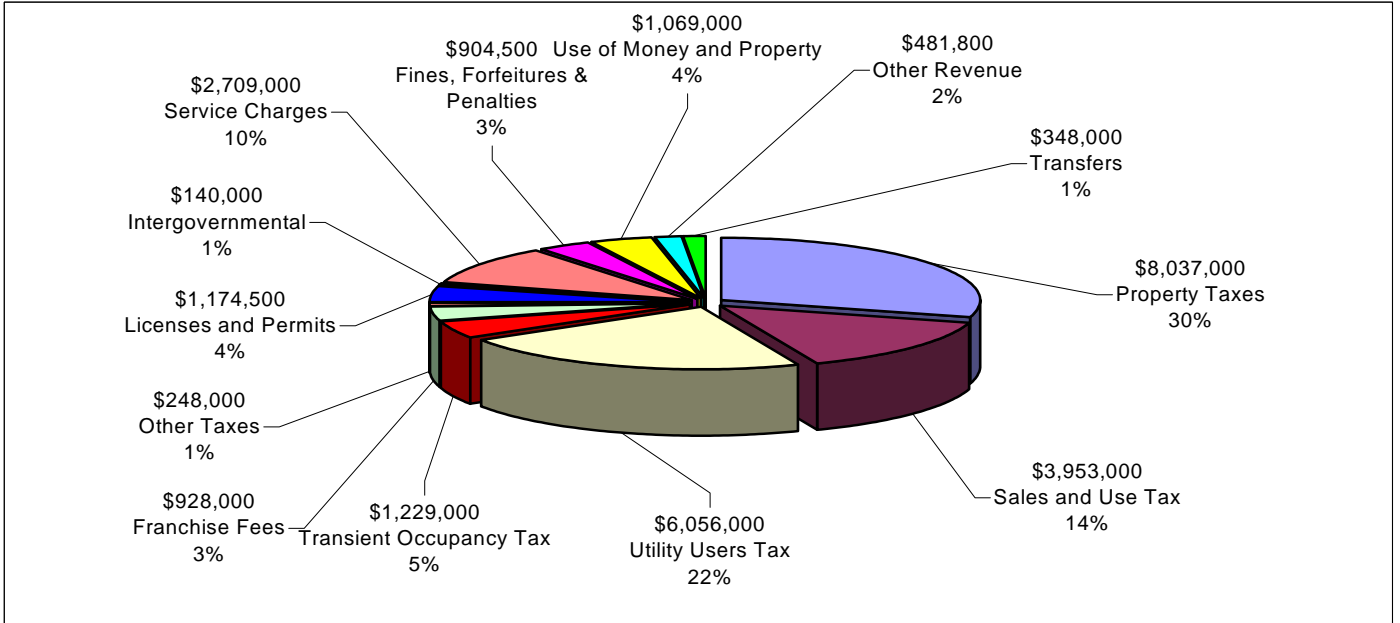


Fiscal Year 2009/2010 Projected Expenditures - \$45,112,400

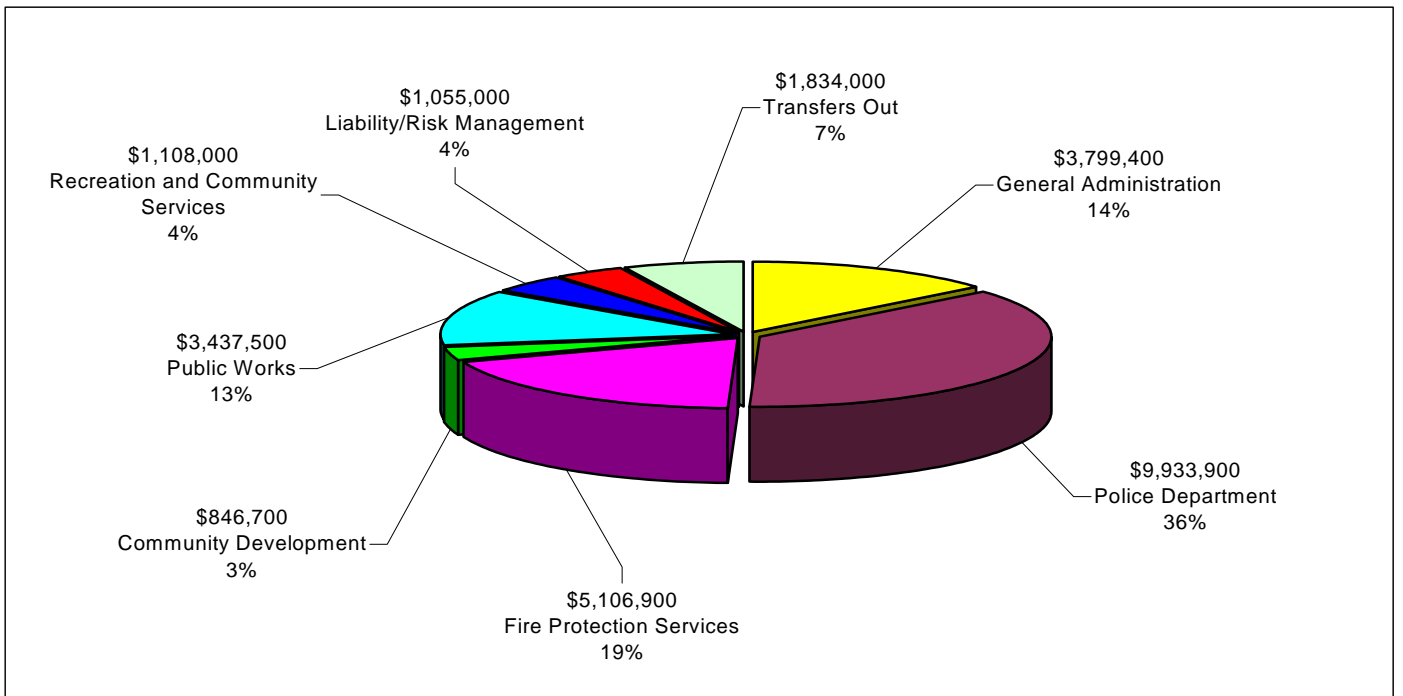


Summary of Revenues and Expenditures General Fund

Fiscal Year 2010/11 Projected Revenues - \$27,277,800

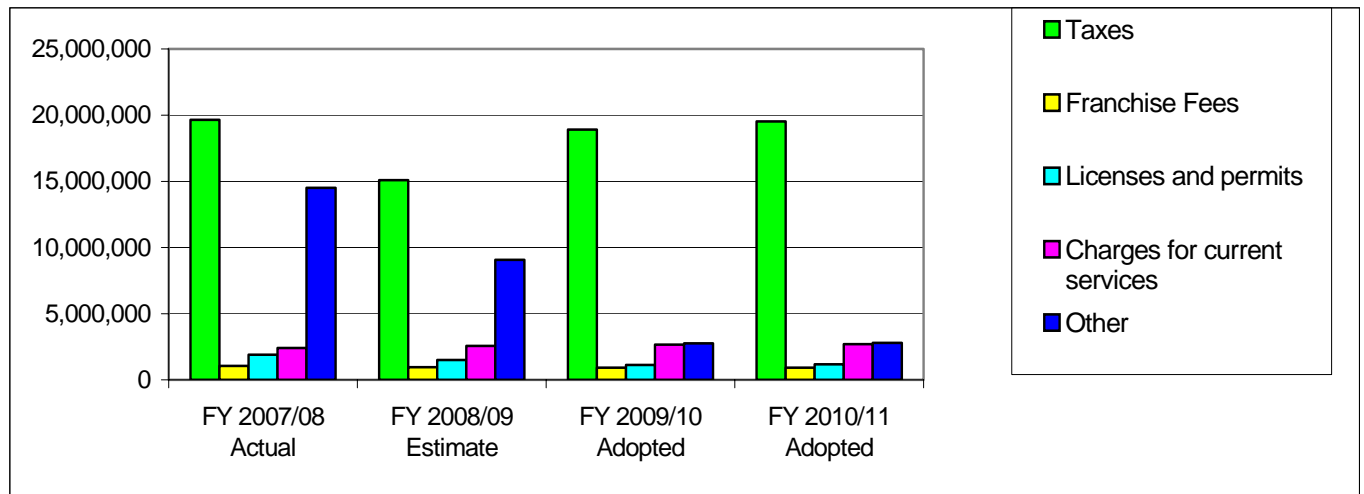


Fiscal Year 2010/11 Projected Expenditures - \$27,121,400



General Fund Revenue Summary

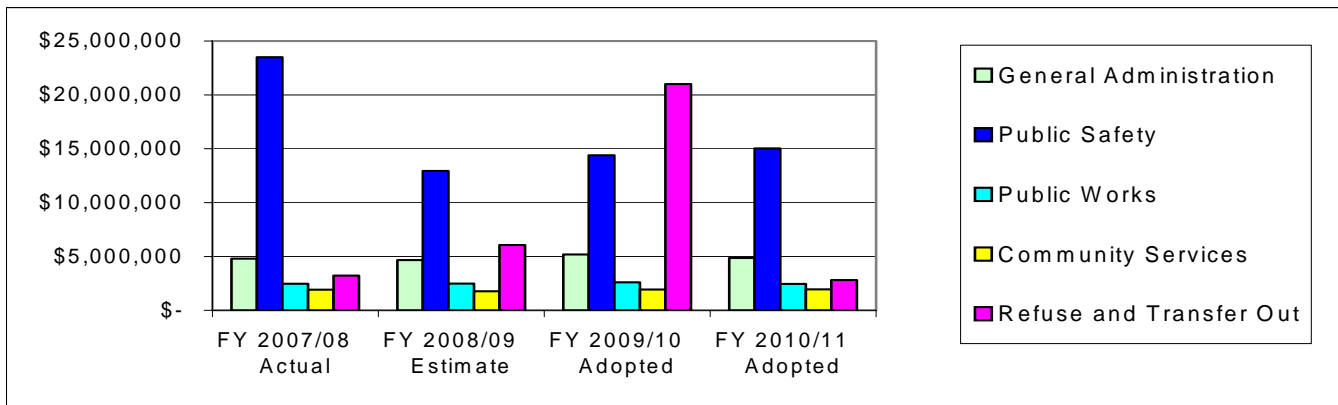
Description	2007-2008 Actual	2008-2009 Estimated	2009-2010 Adopted Budget	2010-2011 Adopted Budget
Property Tax	\$ 7,607,460	\$ 7,742,500	\$ 7,886,000	\$ 8,037,000
Other Taxes	244,479	244,000	244,000	248,000
Utility Users Tax	5,599,065	5,821,000	5,937,000	6,056,000
Transient Occupancy Tax	1,065,996	1,293,700	1,229,000	1,229,000
Sales and Use Tax	5,127,969	5,187,000	3,967,000	3,953,000
Franchise Fees	1,053,908	953,000	925,000	928,000
Licenses and Permits	1,903,239	1,506,700	1,130,000	1,174,500
Fines and Forfeitures	906,377	895,500	879,500	904,500
Use of Money and Property	1,491,091	1,058,400	1,064,000	1,069,000
Service Charges	2,415,500	2,577,900	2,674,000	2,709,000
Intergovernmental	246,936	158,500	146,000	140,000
Other Revenues	11,774,391	6,778,400	479,800	481,800
Transfer In and Enterprise Overheads	347,000	347,000	348,000	348,000
Total Revenue	\$ 39,783,411	\$ 34,563,600	\$ 26,909,300	\$ 27,277,800



	FY 2007/08 Actual	FY 2008/09 Estimate	FY 2009/10 Adopted	FY 2010/11 Adopted
Taxes	\$ 19,644,969	\$ 20,288,200	\$ 19,263,000	\$ 19,523,000
Franchise Fees	1,053,908	953,000	925,000	928,000
Licenses and permits	1,903,239	1,506,700	1,130,000	1,174,500
Charges for current services	2,415,500	2,577,900	2,674,000	2,709,000
Other	14,765,795	9,237,800	2,917,300	2,943,300
Total	\$ 39,783,411	\$ 34,563,600	\$ 26,909,300	\$ 27,277,800

General Fund Expenditure Summary

Department	FY 2007/08 Actual	FY 2008/09 Estimate	FY 2009/10 Adopted	FY 2010/11 Adopted
010 City Council	\$ 60,710	\$ 109,600	\$ 122,500	\$ 124,000
011 City Manager	700,453	722,800	830,900	854,800
012 City Clerk	242,958	245,000	366,600	349,400
015 City Attorney	692,680	477,000	365,000	365,000
017 Administrative Services	800,000	717,000	750,000	770,200
018 Risk Management	1,013,938	1,085,000	1,055,000	1,055,000
019 Non-Departmental	1,283,767	1,308,800	798,700	794,200
020 Information System Technology	-	-	895,800	541,800
022 Police	14,495,970	5,868,300	6,149,700	6,358,400
023 Police Support Services	2,410,662	2,272,900	2,498,700	2,748,300
024 Police Detention Facility	417,110	567,900	807,000	827,200
026 Fire	6,174,484	4,226,300	4,943,600	5,106,900
030 Planning	384,870	433,700	451,000	455,900
031 Building and Safety	572,370	397,600	379,800	390,800
042 Engineering	105,660	82,000	94,400	96,900
043 Storm Drain	267,475	344,200	325,300	330,300
044 Street Maintenance	855,602	767,700	1,021,900	855,300
049 Landscape Maintenance	237,121	232,100	233,600	239,600
050 Automobile Maintenance	438,808	468,800	291,300	299,100
051 Refuse	973,056	982,500	982,500	982,500
052 Building Maintenance	553,529	591,100	625,100	633,800
070 Recreation Administration	351,265	263,500	334,600	341,100
071 Sports	161,895	35,300	43,100	43,100
072 Parks and Recreation	296,134	289,700	319,500	319,500
073 Aquatics	151,186	145,600	149,300	149,300
074 Tennis Center	-	208,800	255,000	255,000
Transfer Out	2,260,854	5,086,400	20,022,500	1,834,000
Total Expenditures	\$ 35,902,557	\$ 27,929,600	\$ 45,112,400	\$ 27,121,400



	FY 2007/08 Actual	FY 2008/09 Estimate	FY 2009/10 Adopted	FY 2010/11 Adopted
General Administration	\$ 4,794,506	\$ 4,665,200	\$ 5,184,500	\$ 4,854,400
Public Safety	23,498,226	12,935,400	14,399,000	15,040,800
Public Works	2,458,195	2,485,900	2,591,600	2,455,000
Community Services	1,917,720	1,774,200	1,932,300	1,954,700
Refuse and Transfer Out	3,233,910	6,068,900	21,005,000	2,816,500
	\$ 35,902,557	\$ 27,929,600	\$ 45,112,400	\$ 27,121,400

	2007-2008 Actual	2008-2009 Revised Budget	2008-2009 Estimated	2009-2010 Adopted Budget	2010-2011 Adopted Budget
Transfer Out	<u>\$ 2,260,854</u>	<u>\$ 4,086,350</u>	<u>\$ 5,086,350</u>	<u>\$ 20,022,500</u>	<u>\$ 1,834,000</u>
TOTAL	<u>\$ 2,260,854</u>	<u>\$ 4,086,350</u>	<u>\$ 5,086,350</u>	<u>\$ 20,022,500</u>	<u>\$ 1,834,000</u>

ACCOUNT NUMBER EXPLANATION

47000	Transfer Out	Various projects include carryover and Tidelands.
47010	Vehicle/Equipment Replacement	Transfer out to Vehicle/Equipment Replacement Fund 021.

City of Seal Beach - General Fund Transfer Out

FY 2009-2011

Description	Account Number	2007-2008 Actual	2008-2009 Revised Budget	2008-2009 Estimated	2009-2010 Adopted Budget	2010-2011 Adopted Budget
TRANSFER OUT						
Transfer Out	001-080-47000	\$ 2,260,854	\$ 4,086,350	\$ 5,086,350	\$ 19,860,200	\$ 1,671,700
Vehicle Replacement - Police	001-022-47010	-	-	-	113,900	113,900
Vehicle Replacement - PW Admin	001-042-47010	-	-	-	3,500	3,500
Vehicle Replacement - Storm Drain	001-043-47010	-	-	-	100	100
Vehicle Replacement - Street	001-044-47010	-	-	-	36,200	36,200
Vehicle Replacement - Landscape	001-049-47010	-	-	-	3,000	3,000
Vehicle Replacement - Fleet	001-050-47010	-	-	-	2,000	2,000
Vehicle Replacement - Building	001-052-47010	-	-	-	3,600	3,600
TOTAL TRANSFER OUT		<u>\$ 2,260,854</u>	<u>\$ 4,086,350</u>	<u>\$ 5,086,350</u>	<u>\$ 20,022,500</u>	<u>\$ 1,834,000</u>
TOTAL EXPENDITURES		<u>\$ 2,260,854</u>	<u>\$ 4,086,350</u>	<u>\$ 5,086,350</u>	<u>\$ 20,022,500</u>	<u>\$ 1,834,000</u>



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CITY COUNCIL

**Elected Official:**

City Council

Mission Statement

The City Council serves as the governing body that addresses the current and future needs of the City. Always mindful of the needs, interests and concerns of the City's constituents, the Council will operate an open and responsive government, establishing City policies and legislation that promote the best interests of its citizens, businesses, community organizations and visitors while keeping quality of life a priority.

Primary Activities

The City Council reviews and decides issues affecting the City; enacts laws and directs actions as required to provide for the general welfare of the community through programs, services and activities; creates sustainable revenue for essential City services; provides policy guidance to City staff; adopts and monitors the annual operating and capital improvement budgets; makes appointments to vacancies on various commissions and committees; serves as the Redevelopment Agency Board of Directors; monitors legislative activity that has a financial impact on City; provides City policy and input on local, state and federal matters affecting Seal Beach.

Objectives

- To provide policy leadership for the community and administration on issues affecting the health, safety and welfare of Seal Beach.
- To ensure that the City maintains a sustainable revenue base to support essential City services.
- To allocate resources in accordance to the needs of the community while understanding that citizen expectations for services will continue to exceed the available funding.

DEPARTMENT: City Council
 FUND: 001 General Fund

Account Code: 001-010

	2007-2008 Actual	2008-2009 Revised Budget	2008-2009 Estimated	2009-2010 Adopted Budget	2010-2011 Adopted Budget
Personnel Services	\$ 20,668	\$ 24,780	\$ 31,100	\$ 38,900	\$ 38,800
Maintenance and Operations	40,042	77,000	78,500	83,600	85,200
TOTAL	\$ 60,710	\$ 101,780	\$ 109,600	\$ 122,500	\$ 124,000

ACCOUNT NUMBER EXPLANATION

40004	Part-time	City Council remuneration and Development committee stipend.
40017	Medicare Insurance	Funds budgeted in this account is part of employee benefits costs.
40019	FICA	Funds budgeted in this account is part of employee benefits costs.
40010	Office Supplies	Office Supplies specifically related to City Council Department.
40300	Memberships and Dues	OC League of CA Cities, Cal Coast, LAFCO, So. CA Assoc. of Govt., League of CA Cities, Santa Ana River Flood Control, Agency and Orange County Wetlands.
40400	Training and Meetings	Meetings and training include, but not limited to annual training conferences and general meetings of the City Council.
40800	Special Departmental	State of the City Address/Luncheon
40900	Promotional	4th July Fireworks JFTB contribution and miscellaneous.

DEPARTMENT: City Council
 FUND: 001 General Fund

Account Code: 001-010

Description	Account Number	2007-2008 Actual	2008-2009 Revised Budget	2008-2009 Estimated	2009-2010 Adopted Budget	2010-2011 Adopted Budget
PERSONNEL SERVICES						
Part-time	001-010-40004	\$ 19,200	\$ 23,400	\$ 28,800	\$ 36,000	\$ 36,000
Medicare Insurance	001-010-40017	278	260	500	600	500
FICA	001-010-40019	1,190	1,120	1,800	2,300	2,300
TOTAL PERSONNEL SERVICES		<u>\$ 20,668</u>	<u>\$ 24,780</u>	<u>\$ 31,100</u>	<u>\$ 38,900</u>	<u>\$ 38,800</u>
MAINTENANCE AND OPERATIONS						
Office Supplies	001-010-40100	\$ 900	\$ 1,500	\$ 1,500	\$ 1,500	\$ 1,500
Memberships and Dues	001-010-40300	19,739	51,500	51,500	54,600	55,700
Training and Meetings	001-010-40400	11,907	12,000	12,400	14,000	14,000
Special Departmental	001-010-40800	-	-	-	5,000	5,000
Promotional	001-010-40900	7,496	7,000	8,100	8,500	9,000
Contract Professional	001-010-44000	-	5,000	5,000	-	-
TOTAL MAINTENANCE AND OPERATIONS		<u>\$ 40,042</u>	<u>\$ 77,000</u>	<u>\$ 78,500</u>	<u>\$ 83,600</u>	<u>\$ 85,200</u>
TOTAL EXPENDITURES		<u>\$ 60,710</u>	<u>\$ 101,780</u>	<u>\$ 109,600</u>	<u>\$ 122,500</u>	<u>\$ 124,000</u>



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CITY MANAGER

**Managing Department Head:**

City Manager

Mission Statement

Appointed by the City Council, the City Manager serves as the chief administrative officer of the City, responsible for providing effective municipal services in accordance with City council policies, the Municipal Code and provisions of the City Charter. The City Manager enforces all municipal laws and regulations for the benefit of the community. The City Manager provides for the overall planning and control of City programs.

Primary Activities

The City Manager's office provides municipal services by effectively directing all city activities, finances and personnel. Contract administration, risk management, legislation and lobbyist activities, public information, personnel services, City Council agenda preparation, website operation, ocean water quality issues, grant applications, franchise agreement management, property management and workers compensation administration are direct functions of this office.

Objectives

- Enforce all laws and ordinances as prescribed in the City Charter and the Municipal Code.
- Promote the efficient administration of all City departments.
- Formulate and submit recommended actions concerning policy issues to City Council.
- Improve service delivery to residents in a cost-effective manner.
- Ensure that the City Budget is balanced, providing for a healthy reserve as prescribed by City Council policy and to identify future sources of revenues for unfunded necessities of the City.
- Ensure that the city's interests are effectively represented in decisions made by other governmental agencies

DEPARTMENT: City Manager
 FUND: 001 General Fund

Account Code: 001-011

	2007-2008 Actual	2008-2009 Revised Budget	2008-2009 Estimated	2009-2010 Adopted Budget	2010-2011 Adopted Budget
Personnel Services	\$ 551,338	\$ 560,520	\$ 593,700	\$ 701,400	\$ 725,300
Maintenance and Operations	149,115	129,300	129,100	129,500	129,500
TOTAL	\$ 700,453	\$ 689,820	\$ 722,800	\$ 830,900	\$ 854,800

ACCOUNT NUMBER EXPLANATION

40001	Full-time Salaries	City Manager	- 1.00
		Assistant to the City Manager	- 1.00
		Management Analyst	- 1.00
		Executive Assistant	- 1.00
40004	Part-time	Intern (PT)	
40008	Auto Allowance	Mileage expenses associated with local seminars, meetings and trainings for the City Manager Department.	
40009	Cell Phone Allowance	Telephone expense related to the City.	
40011	Deferred Compensation	Funds budgeted in this account include this benefit's pro rata share of employee benefits costs.	
40012	Pers Retirement	Funds budgeted in this account is part of employee benefits costs.	
40013	Pars Retirement	Funds budgeted in this account include this benefit's pro rata share of employee benefits costs.	
40014	Medical Insurance	Funds budgeted in this account is part of employee benefits costs.	
40017	Medicare Insurance	Funds budgeted in this account is part of employee benefits costs.	
40018	Life and Disability	Funds budgeted in this account is part of employee benefits costs.	
40100	Office Supplies	Office Supplies specifically related to City Manager Department.	
40200	Public/legal Notices	Misc. publications (Lexis Nexis, subscriptions, handbooks advertising, and personnel notices).	
40300	Memberships and Dues	OCCMA, ICMA, MMASC, ASPA, SHRM, SNI, LCW and CalPACS	
40400	Training and Meetings	Attendance at conferences, training and meetings sponsored by the OCCMA, OCLC, ICMA and other national training agency.	
40800	Special Departmental	Miscellaneous	
44000	Contract Professional Svcs	Section 125, Employee Assistance Program, Personnel Printing, Hepatitis Vaccinations, Pre-employment Screening, Labor Negotiations, Lobbyist, Psych Consultant, Background investigation, Department of Justice and Retirement Fund review.	

DEPARTMENT: City Manager
 FUND: 001 General Fund

Account Code: 001-011

Description	Account Number	2007-2008 Actual	2008-2009 Revised Budget	2008-2009 Estimated	2009-2010 Adopted Budget	2010-2011 Adopted Budget
PERSONNEL SERVICES						
Full-time Salaries	001-011-40001	\$ 405,977	\$ 410,000	\$ 422,100	\$ 492,400	\$ 512,100
Part-time	001-011-40004	16,751	10,000	36,500	40,000	40,000
Auto Allowance	001-011-40008	6,744	6,900	6,900	10,200	10,200
Cell Phone Allowance	001-011-40009	2,172	2,300	2,300	2,700	2,700
Deferred Compensation-Cafeteria	001-011-40010	417	-	500	-	-
Deferred Compensation	001-011-40011	16,530	23,000	10,100	15,200	15,800
Pers Retirement	001-011-40012	53,960	58,400	61,100	71,200	74,100
Pars Retirement	001-011-40013	302	220	700	700	700
Medical Insurance	001-011-40014	37,179	38,200	40,200	53,700	53,700
Medicare Insurance	001-011-40017	5,945	5,900	7,400	8,600	9,000
Life and Disability	001-011-40018	5,361	5,600	5,900	6,700	7,000
TOTAL PERSONNEL SERVICES		\$ 551,338	\$ 560,520	\$ 593,700	\$ 701,400	\$ 725,300
MAINTENANCE AND OPERATIONS						
Office Supplies	001-011-40100	\$ 4,274	\$ 5,000	\$ 5,000	\$ 5,000	\$ 5,000
Public/legal Notices	001-011-40200	3,590	3,100	3,100	4,000	4,000
Memberships and Dues	001-011-40300	17,039	8,000	8,000	9,000	9,000
Training and Meetings	001-011-40400	8,699	7,000	7,000	10,000	10,000
Office & Technology Resources	001-011-40500	122	-	-	-	-
Equipment/materials	001-011-40700	8,035	-	-	-	-
Special Departmental	001-011-40800	970	1,000	1,000	1,500	1,500
Telephone	001-011-41000	117	200	-	-	-
Cont. Professional Svcs	001-011-44000	106,269	105,000	105,000	100,000	100,000
TOTAL MAINTENANCE AND OPERATIONS		\$ 149,115	\$ 129,300	\$ 129,100	\$ 129,500	\$ 129,500
TOTAL EXPENDITURES		\$ 700,453	\$ 689,820	\$ 722,800	\$ 830,900	\$ 854,800



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CITY CLERK

**Managing Department Head:**

City Clerk

Mission Statement

The municipal clerk is a primary representative of local government, serving as liaison between the City Council, the City staff and the public in a helpful, professional manner. The City Charter, City Code and various Codes of the State of California legally mandate the duties and responsibilities of the Clerk. The City Clerk position in Seal Beach is that of a citywide elected official and serves for a term of four years.

Primary Activities

The City Clerk manages all activities in the clerk's office, attends all meetings of the City Council and Redevelopment Agency, is responsible for recording and maintaining an accurate record of the actions resulting from those meetings; classify, index, file and maintain all meeting minutes, actions, directives, and official documents including ordinances, resolutions, contracts, agreements, deeds, easements, etc.; process amendments to the Municipal Code; certify official and legal documents; administer legal publications; receive/open bids; administer oaths; custodian of official City seal; process conflict of interest filings; conduct municipal elections in accordance with Charter and State law; maintain campaign reports; perform voter registration; receipt of claims and general information to public.

Objective

- The main goal for all decisions made in the City Clerk Department would be that they are all done efficiently and ethically - guidelines used would be the City's code, policies, and regulations.
- Determining the operation of the department would be the federal and state regulations imposed on all local government agencies and City Municipal Code, Charter, and policies and procedures.
- Continue to monitor and evaluate the efficiency and effectiveness of service delivered to the public – Public Records Act. Provide staff assistance to the City Manager and City staff including research on a variety of topics and official documents and continue to encourage and educate staff on the procedures to maintain a citywide records retention program.
- Ensure the program is in accordance with applicable laws and regulations and that there is adequate staffing, training, and funds to support the program.
- Participate in the management meetings to provide input from the City Clerk department. Coordinate with other departments to provide an accurate list of contracts and agreements and alert the appropriate department when they need to review the documents before the expiration date. Continue to work with IT personnel to provide access to public documents/records.

DEPARTMENT: City Clerk
 FUND: 001 General Fund

Account Code: 001-012
 001-013

	2007-2008 Actual	2008-2009 Revised Budget	2008-2009 Estimated	2009-2010 Adopted Budget	2010-2011 Adopted Budget
Personnel Services	\$ 190,965	\$ 229,170	\$ 212,000	\$ 260,400	\$ 268,900
Maintenance and Operations	51,993	33,000	33,000	105,200	30,500
Election	-	77,500	-	1,000	50,000
TOTAL	\$ 242,958	\$ 339,670	\$ 245,000	\$ 366,600	\$ 349,400

ACCOUNT NUMBER EXPLANATION

40001	Full-time Salaries	City Clerk	- 1.00
		Deputy City Clerk	- 1.00
40004	Part-time	Office Aide	
40008	Auto Allowance	Mileage expenses associated with local seminars, meetings and staff training for the City Clerk.	
40009	Cell Phone Allowance	Telephone expense related to the City.	
40010	Deferred Comp - Cafeteria	Funds budgeted in this account are part of employee benefits costs.	
40011	Deferred Compensation	Funds budgeted in this account include this benefit's pro rata share of employee benefits costs.	
40012	Pers Retirement	Funds budgeted in this account are part of employee benefits costs.	
40013	Pars Retirement	Funds budgeted in this account include this benefit's pro rata share of employee benefits costs.	
40014	Medical Insurance	Funds budgeted in this account are part of employee benefits costs.	
40017	Medicare Insurance	Funds budgeted in this account are part of employee benefits costs.	
40018	Life and Disability	Funds budgeted in this account are part of employee benefits costs.	
40100	Office Supplies	Office Supplies specifically related to City Clerk Department.	
40200	Public/legal Notices	Publish City Clerk and Special Event notices in the newspaper.	
40300	Memberships and Dues	Professional memberships and dues for the City Clerk & Deputy City Clerk (Notary)	
40400	Training and Meetings	Staff training and association meetings.	
40800	Special Departmental	Records management, re-codifying the Municipal Code and other areas needed in the department.	
44000	Contract Professional Svcs	Conversion of documents to Laserfische and consultant for records management.	
001-013-40800	Special Departmental	To cover any incidental costs in an off election year (2009-2010) Cost for Council election -3 districts (2010-2011).	

DEPARTMENT: City Clerk
 FUND: 001 General Fund

Account Code: 001-012
 001-013

Description	Account Number	2007-2008 Actual	2008-2009 Revised Budget	2008-2009 Estimated	2009-2010 Adopted Budget	2010-2011 Adopted Budget
PERSONNEL SERVICES						
Full-time Salaries	001-012-40001	\$ 141,227	\$ 153,000	\$ 155,100	\$ 177,400	\$ 184,500
Part-time	001-012-40004	8,888	31,000	10,000	30,000	30,000
Auto Allowance	001-012-40008	1,800	1,800	1,800	4,200	4,200
Cell Phone Allowance	001-012-40009	900	900	900	900	900
Deferred Comp-Cafeteria	001-012-40010	245		500	500	500
Deferred Compensation	001-012-40011	4,434	4,700	4,800	5,000	5,200
Pers Retirement	001-012-40012	19,222	21,500	22,400	25,700	26,700
Pars Retirement	001-012-40013	533	650	600	800	800
Medical Insurance	001-012-40014	9,278	10,000	10,500	10,100	10,100
Medicare Insurance	001-012-40017	2,461	3,420	3,100	3,300	3,400
Life and Disability	001-012-40018	1,977	2,200	2,300	2,500	2,600
TOTAL PERSONNEL SERVICES		\$ 190,965	\$ 229,170	\$ 212,000	\$ 260,400	\$ 268,900
MAINTENANCE AND OPERATIONS						
Office Supplies	001-012-40100	\$ 1,698	\$ 2,000	\$ 2,000	\$ 2,000	\$ 2,000
Public/legal Notices	001-012-40200	3,657	3,500	3,500	3,500	3,500
Memberships and Dues	001-012-40300	417	500	500	500	500
Training and Meetings	001-012-40400	262	500	500	1,000	1,000
Office & Technology Resources	001-012-40500	19,798	-	-	-	-
Special Departmental	001-012-40800	3,535	3,500	3,500	78,200	3,500
Contract Professional Svcs	001-012-44000	22,626	23,000	23,000	20,000	20,000
TOTAL MAINTENANCE AND OPERATIONS		\$ 51,993	\$ 33,000	\$ 33,000	\$ 105,200	\$ 30,500
ELECTIONS						
Special Departmental	001-013-40800	\$ -	\$ 77,500	\$ -	\$ 1,000	\$ 50,000
TOTAL ELECTIONS		\$ -	\$ 77,500	\$ -	\$ 1,000	\$ 50,000
TOTAL EXPENDITURES		\$ 242,958	\$ 339,670	\$ 245,000	\$ 366,600	\$ 349,400



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CITY ATTORNEY

**Managing Department Head:**

City Attorney

Mission Statement

The City Attorney provides legal counsel and representation to the City Council, the Redevelopment Agency, Commissions and staff with the goal of assuring legal compliance and protecting the City's interest in all legal matters. The City contracts their attorney services with Richards, Watson and Gershon, a professional corporation. The City pays a monthly base fee of \$20,000 covering the first 71 hours of general services. For additional services the City pays between \$225 and \$350 per hour.

Primary Activities

The City Attorney attends all City Council, Redevelopment Agency and Commission meetings. The City Attorney represents the City in all legal actions against the City and prosecutes if called upon to do so. The City Attorney prepares or reviews all contracts, ordinances, resolutions, litigation and other documents and provides Council and staff legal advice in compliance with applicable laws

Objectives

- Provide effective legal services to all City officers, departments and commissions.
- Effectively represent the City and the Redevelopment Agency in litigation matters.

DEPARTMENT: City Attorney
 FUND: 001 General Fund

Account Code: 001-015

	2007-2008 Actual	2008-2009 Revised Budget	2008-2009 Estimated	2009-2010 Adopted Budget	2010-2011 Adopted Budget
Maintenance and Operations	\$ 692,680	\$ 437,000	\$ 477,000	\$ 365,000	\$ 365,000
TOTAL	\$ 692,680	\$ 437,000	\$ 477,000	\$ 365,000	\$ 365,000

ACCOUNT NUMBER EXPLANATION

49700	Monthly Legal Contract	Monthly retainer \$20K per month
49710	Litigation Services	Expenditure for services beyond that covered by the retainer
49720	General Prosecution	Expenditure for services beyond that covered by the retainer
49730	Legal Contract Police	Expenditure for services beyond that covered by the retainer
49777	Other Attorney Services	Expenditure for services beyond that covered by the retainer

DEPARTMENT: City Attorney
 FUND: 001 General Fund

Account Code: 001-015

Description	Account Number	2007-2008 Actual	2008-2009 Revised Budget	2008-2009 Estimated	2009-2010 Adopted Budget	2010-2011 Adopted Budget
MAINTENANCE AND OPERATIONS						
Monthly Legal Contract	001-015-49700	\$ 267,000	\$ 162,000	\$ 162,000	\$ 240,000	\$ 240,000
Litigation Services	001-015-49710	131,208	50,000	75,000	50,000	50,000
General Prosecution	001-015-49720	1,689	50,000	5,000	5,000	5,000
Legal Contract Police	001-015-49730	12,763	40,000	100,000	20,000	20,000
Other Attorney Services	001-015-49777	280,020	135,000	135,000	50,000	50,000
TOTAL MAINTENANCE AND OPERATIONS		<u>\$ 692,680</u>	<u>\$ 437,000</u>	<u>\$ 477,000</u>	<u>\$ 365,000</u>	<u>\$ 365,000</u>
TOTAL EXPENDITURES		<u>\$ 692,680</u>	<u>\$ 437,000</u>	<u>\$ 477,000</u>	<u>\$ 365,000</u>	<u>\$ 365,000</u>



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ADMINISTRATIVE SERVICES

**Managing Department Head:**

Director of Administrative Services/City Treasurer

Mission Statement

Administrative Services is a service-oriented department serving the Public, City Council, City Manager, other department heads and employees. The main responsibilities fall into three categories: finance, treasury and information technology. The department's priorities are to be prudent in classifying and recording transactions, ensuring that City assets are safeguarded against theft or misuse, preparing financial reports and conducting fiscal planning of the City and Redevelopment Agency.

Primary Activities

Administrative Services performs the following activities: accounts payable, accounts receivable, cash receipting, payroll, business licensing, utility billing, general ledger maintenance, timely financial reporting in conformity with generally accepted accounting principles, fixed asset recording, budgeting, grant administration, assessment district administration, Redevelopment Agency low/moderate compliance, debt administration, cash management, and information technology administration. The department also monitors revenue compliance with Utility Users Tax, Hotel Occupancy Tax, Business Licenses, and many others.

Objectives

- To ensure business registration compliance and to expedite the processing of business license applications.
- Provide quality customer service by paying all vendors' invoices accurately and within payment terms.
- To safeguard the City's cash through the timely processing and deposit of all City funds.
- To promote positive customer service relations with the City's water customers.
- To ensure the timely and cost-effective replacement of workstations and servers and maintain a cooperative computer system and network with the Police Department.

DEPARTMENT: Administrative Services
 FUND: 001 General Fund

Account Code: 001-017

	2007-2008 Actual	2008-2009 Revised Budget	2008-2009 Estimated	2009-2010 Adopted Budget	2010-2011 Adopted Budget
Personnel Services	\$ 485,747	\$ 641,150	\$ 525,000	\$ 582,700	\$ 602,900
Maintenance and Operations	314,253	224,825	192,000	167,300	167,300
TOTAL	\$ 800,000	\$ 865,975	\$ 717,000	\$ 750,000	\$ 770,200

ACCOUNT NUMBER EXPLANATION

40001	Full-time Salaries	Director of Financial Services/City Treasurer	- 0.80
		Senior Accountant	- 0.75
		Accountant	- 1.00
		Account Technician (A/P)	- 1.00
		Account Technician (Business License)	- 0.70
		Account Technician (Payroll)	- 1.00
40003	Over-time	Provides for personnel overtime	
40004	Part-time	Intern (PT)	
40008	Auto Allowance	Mileage expenses associated with local seminars, meetings and trainings for the Director of Administrative Services.	
40009	Cell Phone Allowance	Telephone expense related to the City.	
40010	Deferred Comp - Cafeteria	Funds budgeted in this account are part of employee benefits costs.	
40011	Deferred Compensation	Funds budgeted in this account include this benefit's pro rata share of employee benefits costs.	
40012	Pers Retirement	Funds budgeted in this account are part of employee benefits costs.	
40013	Pars Retirement	Funds budgeted in this account include this benefit's pro rata share of employee benefits costs.	
40014	Medical Insurance	Funds budgeted in this account are part of employee benefits costs.	
40017	Medicare Insurance	Funds budgeted in this account are part of employee benefits costs.	
40018	Life and Disability	Funds budgeted in this account are part of employee benefits costs.	
40100	Office Supplies	Office Supplies specifically related to Administrative Services Department.	
40200	Public/legal Notices	Budget, CAFR and annual residential parking notices.	
40300	Memberships and Dues	AICPA, GFOA, CMRTA, CSMFO, and CA Society of CPA; Springbrook Software user group.	
40400	Training and Meetings	Accounting software training and conferences, government tax seminar, PERS training, GFOA and CSMFO training and conferences, and CDIAC Certified Finance Officer.	
40700	Equipment/materials	Annual maintenance costs of departmental cash register, calculators, and printers.	
40800	Special Departmental	Annual software maintenance, City storage and armored car services.	
44000	Contract Professional Svcs	Annual audit, State Controller's/Annual Street report, Sales tax audits Property tax updates (HDL), GFOA CAFR review, HDL CAFR services, and AP/PR signature change.	

DEPARTMENT: Administrative Services
 FUND: 001 General Fund

Account Code: 001-017

Description	Account Number	2007-2008 Actual	2008-2009 Revised Budget	2008-2009 Estimated	2009-2010 Adopted Budget	2010-2011 Adopted Budget
PERSONNEL SERVICES						
Full-time Salaries	001-017-40001	\$ 350,253	\$ 444,000	\$ 357,800	\$ 419,200	\$ 436,100
Over-time	001-017-40003	1	2,000	2,000	2,000	2,000
Part-time	001-017-40004	23,638	41,000	41,000	30,000	30,000
Auto Allowance	001-017-40008	1,177	1,800	1,800	4,200	4,200
Cell Phone Allowance	001-017-40009	588	900	900	900	900
Deferred Comp - Cafeteria	001-017-40010	1,723	-	3,300	2,600	2,600
Deferred Compensation	001-017-40011	10,564	14,500	10,700	10,800	11,200
Pers Retirement	001-017-40012	46,166	61,300	51,800	60,600	63,100
Pars Retirement	001-017-40013	655	850	800	400	400
Medical Insurance	001-017-40014	40,391	60,600	40,000	38,700	38,700
Medicare Insurance	001-017-40017	5,892	7,800	6,400	7,200	7,400
Life and Disability	001-017-40018	4,699	6,400	5,100	6,100	6,300
Unemployment Admin Svc	001-017-40030	-	-	3,400	-	-
TOTAL PERSONNEL SERVICES		\$ 485,747	\$ 641,150	\$ 525,000	\$ 582,700	\$ 602,900
MAINTENANCE AND OPERATIONS						
Office Supplies	001-017-40100	\$ 6,242	\$ 5,000	\$ 5,000	\$ 6,000	\$ 6,000
Public/legal Notices	001-017-40200	3,472	5,000	5,000	5,000	5,000
Memberships and Dues	001-017-40300	1,490	11,500	2,400	2,400	2,400
Training and Meetings	001-017-40400	8,586	49,250	20,000	35,000	35,000
Office & Technology Resources	001-017-40500	1,003	-	-	-	-
Equipment/materials	001-017-40700	43	2,300	2,300	2,300	2,300
Special Departmental	001-017-40800	28,468	24,500	30,000	31,000	31,000
Contract Professional Svcs	001-017-44000	264,949	127,275	127,300	85,600	85,600
TOTAL MAINTENANCE AND OPERATIONS		\$ 314,253	\$ 224,825	\$ 192,000	\$ 167,300	\$ 167,300
TOTAL EXPENDITURES		\$ 800,000	\$ 865,975	\$ 717,000	\$ 750,000	\$ 770,200



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RISK MANAGEMENT

**Managing Department Head:**

Assistant to the City Manager

Mission Statement

Oversee administration of City's risk management program including public liability insurance and worker's compensation insurance. Public liability covers insurance costs, claims administration and claims settlement for any liability incurred against the City. Worker's compensation insurance reflects cost of insurance premiums, claims administration and claims settlement.

Primary Activities

The City's risk management program includes administration of the City's insurance programs through use of a joint powers insurance authority as well as the coordination of claims processing between the City and the authority. Responsibilities include: administration of comprehensive loss prevention programs that incorporate current practices and philosophies most effective in preventing injuries, liabilities and damage to City equipment, vehicles and materials; identifying and minimizing exposures that could result in financial loss to the City and to provide City representation in claims litigation.

Objectives

- To protect the City's assets through cost-effective risk management services.
- To protect public and employee safety.
- Recommend changes to all departments to remove City from any possible liability.
- To stay current in knowledge of principles, practices and methods of safety and loss prevention, also state and federal laws relating to health and safety, including CAL/OSHA.
- To provide City insurance coverage without interruption and to ensure that all city agreements provide for adequate liability and worker's compensation coverage.

DEPARTMENT: City Manager - Risk Management
 FUND: 001 General Fund

Account Code: 001-018

	2007-2008 Actual	2008-2009 Revised Budget	2008-2009 Estimated	2009-2010 Adopted Budget	2010-2011 Adopted Budget
Maintenance and Operations	\$ 1,013,938	\$ 1,085,000	\$ 1,085,000	\$ 1,055,000	\$ 1,055,000
TOTAL	\$ 1,013,938	\$ 1,085,000	\$ 1,085,000	\$ 1,055,000	\$ 1,055,000

ACCOUNT NUMBER EXPLANATION

49500	Gen. Liab. Admn Risk Mgmt	Insurance Premium
49510	Env Ded. Loss Risk Mgmt	Insurance Premium
49520	Prop. Ded Loss Risk	Insurance Premium
49600	Work Comp Admn Risk Mgmt	Insurance Premium

DEPARTMENT: City Manager - Risk Management
 FUND: 001 General Fund

Account Code: 001-018

Description	Account Number	2007-2008 Actual	2008-2009 Revised Budget	2008-2009 Estimated	2009-2010 Adopted Budget	2010-2011 Adopted Budget
MAINTENANCE AND OPERATIONS						
Gen. Liab. Admn.	001-018-49500	\$ 629,496	\$ 530,000	\$ 530,000	\$ 650,000	\$ 650,000
Env. Ded. Loss	001-018-49510	-	50,000	50,000	50,000	50,000
Prop. Ded. Loss	001-018-49520	-	5,000	5,000	5,000	5,000
Work Comp Admn.	001-018-49600	384,442	500,000	500,000	350,000	350,000
TOTAL MAINTENANCE AND OPERATIONS		<u>\$ 1,013,938</u>	<u>\$ 1,085,000</u>	<u>\$ 1,085,000</u>	<u>\$ 1,055,000</u>	<u>\$ 1,055,000</u>
TOTAL EXPENDITURES		<u>\$ 1,013,938</u>	<u>\$ 1,085,000</u>	<u>\$ 1,085,000</u>	<u>\$ 1,055,000</u>	<u>\$ 1,055,000</u>

DEPARTMENT: Non Departmental
 FUND: 001 General Fund

Account Code: 001-019

	2007-2008 Actual	2008-2009 Revised Budget	2008-2009 Estimated	2009-2010 Adopted Budget	2010-2011 Adopted Budget
Personnel Services	\$ 741,258	\$ 538,000	\$ 844,400	\$ 600,000	\$ 600,000
Maintenance and Operations	542,509	558,700	464,400	198,700	194,200
TOTAL	\$ 1,283,767	\$ 1,096,700	\$ 1,308,800	\$ 798,700	\$ 794,200

ACCOUNT NUMBER EXPLANATION

40014	Medical Insurance	Funds budgeted in this account is part of employee benefits costs.
40100	Office Supplies	Office Supplies specifically related to City wide.
40400	Training and Meetings	City wide software and hardware training.
40800	Special Departmental	Coin counter machine.
42000	Rental/lease equip	Monthly equipment lease, Verizon telephone system, Christmas light lease, monthly key equipment maint., lease equipment maint., and yearly lease equipment fax.
43000	Senior Busing Expenditure	Senior bus program.
44000	Contract Professional	Plant maintenance and SCE license fee.

DEPARTMENT: Non Departmental
 FUND: 001 General Fund

Account Code: 001-019

Description	Account Number	2007-2008 Actual	2008-2009 Revised Budget	2008-2009 Estimated	2009-2010 Adopted Budget	2010-2011 Adopted Budget
PERSONNEL SERVICES						
Pers Retirement	001-019-40004	\$ 3,099	\$ -	\$ -	\$ -	\$ -
Medical Insurance	001-019-40014	738,159	538,000	844,400	600,000	600,000
TOTAL PERSONNEL SERVICES		<u>\$ 741,258</u>	<u>\$ 538,000</u>	<u>\$ 844,400</u>	<u>\$ 600,000</u>	<u>\$ 600,000</u>
MAINTENANCE AND OPERATIONS						
Office Supplies	001-019-40100	\$ 33,730	\$ 51,500	\$ 38,400	\$ 40,000	\$ 40,000
Training & Meeting	001-019-40400	3,975	8,000	-	-	-
Office & Technology	001-019-40500	52,941	108,500	70,000	-	-
Special Departmental	001-019-40800	-	-	-	4,500	-
Rental/Lease Equip	001-019-42000	128,459	95,700	61,000	61,000	61,000
Senior Busing Expenditures	001-019-43000	94,877	90,000	90,000	90,000	90,000
Contract Professional	001-019-44000	228,527	205,000	205,000	3,200	3,200
TOTAL MAINTENANCE AND OPERATIONS		<u>\$ 542,509</u>	<u>\$ 558,700</u>	<u>\$ 464,400</u>	<u>\$ 198,700</u>	<u>\$ 194,200</u>
TOTAL EXPENDITURES		<u>\$ 1,283,767</u>	<u>\$ 1,096,700</u>	<u>\$ 1,308,800</u>	<u>\$ 798,700</u>	<u>\$ 794,200</u>

DEPARTMENT: Administrative Services - IT
 FUND: 001 General Fund

Account Code: 001-020

	2007-2008 Actual	2008-2009 Revised Budget	2008-2009 Estimated	2009-2010 Adopted Budget	2010-2011 Adopted Budget
Maintenance and Operations	\$ -	\$ -	\$ -	\$ 895,800	\$ 541,800
TOTAL	\$ -	\$ -	\$ -	\$ 895,800	\$ 541,800

ACCOUNT NUMBER EXPLANATION

40500	Office & Tech Resource	Replace NAS server, laptops, Cisco maintenance and support contract, Citrix license and workstation, Antivirus software, backup equipment and software at Police Dept., barracuda internet and web filter, printer, Office 2007 upgrade, cablings, miscellaneous IT related items.
44000	Contract Professional	Intuit, Website design and maint., EarthLink, Verizon online, Synoptek, and annual IMS guide, New Accounting Software, Springbrook, and other IT software maintenance. Police mobile data computer.

DEPARTMENT: Administrative Services - IT
 FUND: 001 General Fund

Account Code: 001-020

Description	Account Number	2007-2008 Actual	2008-2009 Revised Budget	2008-2009 Estimated	2009-2010 Adopted Budget	2010-2011 Adopted Budget
MAINTENANCE AND OPERATIONS						
Office & Technology Resources	001-020-40500	\$ -	\$ -	\$ -	\$ 146,500	\$ 184,500
Contract Professional Services	001-020-44000	-	-	-	749,300	357,300
TOTAL MAINTENANCE AND OPERATIONS		<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ 895,800</u>	<u>\$ 541,800</u>
TOTAL EXPENDITURES		<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ 895,800</u>	<u>\$ 541,800</u>



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POLICE

**Managing Department Head:**

Chief of Police

Mission Statement

The Seal Beach Police Department dedicates itself to providing outstanding police service to the citizens of Seal Beach with the primary objective of protecting lives and property. Its Mission Statement reads, "The Seal Beach Police Department's Mission is to Professionally Provide Public Safety through Ethical Leadership and Community Partnerships."

Primary Activities

The Department's primary duties include: responding to calls for service; conducting preventive, direct foot and vehicular patrols; and providing traffic enforcement in areas where traffic accidents are occurring and in residential areas as a response to traffic complaints. It also provides neighborhood policing services to geographically defined locations to reduce crime and crime related issues, and to partner with the community to maintain its high quality of life standards; follow-through on patrol arrests, cases with workable leads, and file criminal cases with the District Attorney's office; and provide front-counter services to the public during business hours; all within the framework of a community-policing environment.

Objectives

- After weathering a hiring freeze which ended in 2005, the Department initially achieved a 95% level of staffing. Since that time and due to several long-term injuries, service and disability retirements, and other issues, the Department has been short-staffed by as much as 36%. It continues to work aggressively to attract qualified personnel, hire and train them.
- The previous implementation of a CompStat personal and professional accountability management system, coupled with a geo-based policing strategy has resulted in the following: a 14% reduction in Part-1 Crimes; an average Priority-1 Call Response of 3.5 minutes or less; individual officer patrol time less than 35%; and dramatic increases in self-initiated activity by the individual officers and the teams they comprise.
- Parking Control efforts throughout the community have increased as the result of reliable fleet vehicles and renewed emphasis on an omnipresent enforcement effort. Service delivery continues to be remarkably timely and efficient. Citywide emergency and disaster preparedness, begun in the previous budget, continues to grow.
- The implementation of the West Orange County Community Emergency Response Team began in Seal Beach and now involves five neighboring cities with 250 trained disaster service volunteers.
- The City Emergency Response Plan is updated annually. City Staff and community members participate in ongoing disaster preparedness and continuity of government training. The Department provided all of these services under budget.
- The FY09-11 budget cycle will experience a continuation of these efforts and the development of crime prevention and elder ombudsman programs.

DEPARTMENT: Police - Field Services
 FUND: 001 General Fund

Account Code: 001-022

	2007-2008 Actual	2008-2009 Revised Budget	2008-2009 Estimated	2009-2010 Adopted Budget	2010-2011 Adopted Budget
Personnel Services	\$ 14,422,660	\$ 4,823,650	\$ 4,942,000	\$ 5,040,700	\$ 5,216,100
Maintenance and Operations	(72)	-	-	37,000	37,000
Debt Service	73,382	849,850	926,300	958,100	991,400
Capital Outlay	-	-	-	113,900	113,900
TOTAL	\$ 14,495,970	\$ 5,673,500	\$ 5,868,300	\$ 6,149,700	\$ 6,358,400

ACCOUNT NUMBER EXPLANATION

40001	Full-time Salaries	Police Chief	- 1.00
		Police Captain	- 1.00
		Police Lieutenant	- 1.00
		Police Sergeant	- 6.00
		Police Corporal	- 4.00
		Police Officer	- 18.00
40002	Temporary Special Pay	Provides for personnel temporary special pay.	
40003	Over-time	Provides for personnel overtime.	
40004	Part-time	Provides for part-time personnel.	
40009	Cell Phone Allowance	Telephone expense related to the City.	
40010	Deferred Comp - Cafeteria	Funds budgeted in this account are part of employee benefits costs.	
40011	Deferred Compensation	Funds budgeted in this account include this benefit's pro rata share of employee benefits costs.	
40012	Pers Retirement	Funds budgeted in this account are part of employee benefits costs.	
40013	Pars Retirement	Funds budgeted in this account are part of employee benefits costs.	
40014	Medical Insurance	Funds budgeted in this account are part of employee benefits costs.	
40015	AFLAC Cafeteria	Funds budgeted in this account are part of employee benefits costs.	
40017	Medicare Insurance	Funds budgeted in this account are part of employee benefits costs.	
40018	Life and Disability	Funds budgeted in this account are part of employee benefits costs.	
40020	Uniform Allowance	Funds budgeted in this account are part of employee benefits costs.	
40021	Annual Education	Funds budgeted in this account are part of employee benefits costs.	
40400	Training & meeting	POST training, FBI-NAA conference, Peer support team training, FBI	
47888	Debt Service Payment	Principal payment on Pension Obligation Bond.	
47999	Interest Expense	Interest payment on Pension Obligation Bond.	
48111	Cost of Issuance	Cost of issuance on Pension Obligation Bond.	
47010	Vehicle Equipment/Replacement	Transfer out to Vehicle/Replacement fund 021.	

DEPARTMENT: Police - Field Services Account Code: 001-022
 FUND: 001 General Fund

Description	Account Number	2007-2008 Actual	2008-2009 Revised Budget	2008-2009 Estimated	2009-2010 Adopted Budget	2010-2011 Adopted Budget
PERSONNEL SERVICES						
Full Time Salaries	001-022-40001	\$ 2,758,420	\$ 2,698,000	\$ 2,781,200	\$ 3,131,100	\$ 3,256,300
Temporary Special Pay	001-022-40002	13,924	10,000	18,000	8,700	8,900
Overtime	001-022-40003	298,535	401,000	439,000	286,600	292,300
Part-Time	001-022-40004	-	-	5,000	24,000	24,000
Holiday Pay	001-022-40005	201,556	149,000	185,800	-	-
Tuition Reimbursement	001-022-40007	8,948	-	-	-	-
Cell Phone Allowance	001-022-40009	9,797	9,900	9,900	9,900	9,900
Deferred Comp - Cafeteria	001-022-40010	1,268	-	1,800	1,200	1,200
Deferred Comp	001-022-40011	5,656	5,600	6,000	6,500	6,800
Pers Retirement	001-022-40012	10,552,561	974,150	921,600	972,000	1,010,900
Pars Retirement	001-022-40013	-	-	100	300	300
Medical Insurance	001-022-40014	342,186	389,200	340,000	362,900	362,900
AFLAC Cafeteria	001-022-40015	465	-	400	800	800
Medicare Insurance	001-022-40017	48,422	46,000	55,800	56,600	58,700
Life and Disability	001-022-40018	35,662	37,000	39,300	42,300	44,000
Uniform Allowance	001-022-40020	23,681	24,000	24,000	24,100	24,100
Annual Education	001-022-40021	121,369	79,800	113,700	113,700	115,000
Flexible Spending - Cafeteria	001-022-40022	210	-	400	-	-
TOTAL PERSONNEL SERVICES		\$ 14,422,660	\$ 4,823,650	\$ 4,942,000	\$ 5,040,700	\$ 5,216,100
MAINTENANCE AND OPERATIONS						
Training & Meetings	001-022-40400	\$ -	\$ -	\$ -	\$ 37,000	\$ 37,000
Special Departmental	001-022-40800	(72)	-	-	-	-
TOTAL MAINTENANCE AND OPERATIONS		\$ (72)	\$ -	\$ -	\$ 37,000	\$ 37,000
DEBT SERVICE						
Debt Service Payment Principal	001-022-47888	\$ -	\$ 365,000	\$ 400,000	\$ 497,000	\$ 560,000
Interest Payment	001-022-47999	-	483,500	525,000	461,100	431,400
Cost of Issuance	001-022-48111	73,382	1,350	1,300	-	-
TOTAL DEBT SERVICE		\$ 73,382	\$ 849,850	\$ 926,300	\$ 958,100	\$ 991,400
CAPITAL OUTLAY						
Vehicle/Equipment Replacement	001-022-47010	\$ -	\$ -	\$ -	\$ 113,900	\$ 113,900
TOTAL DEBT SERVICE		\$ -	\$ -	\$ -	\$ 113,900	\$ 113,900
TOTAL EXPENDITURES		\$ 14,495,970	\$ 5,673,500	\$ 5,868,300	\$ 6,149,700	\$ 6,358,400

DEPARTMENT: Police - Police Support
 FUND: 001 General Fund

Account Code: 001-023

	2007-2008 Actual	2008-2009 Revised Budget	2008-2009 Estimated	2009-2010 Adopted Budget	2010-2011 Adopted Budget
Personnel Services	\$ 900,489	\$ 1,002,500	\$ 920,600	\$ 1,004,700	\$ 1,037,800
Maintenance and Operations	1,381,863	1,509,922	1,230,500	1,372,200	1,430,500
Capital Outlay	6,195	-	-	-	280,000
Debt Service	122,115	121,800	121,800	121,800	-
TOTAL	\$ 2,410,662	\$ 2,634,222	\$ 2,272,900	\$ 2,498,700	\$ 2,748,300

ACCOUNT NUMBER EXPLANATION

40001	Full-time Salaries	Executive Assistant	- 2.00
		Senior CSO	5.00
		Emergency Services Coordinator	1.00
		CSO	1.00
		Record Supervisor	- 1.00
		Lead CSO	- 1.00
40003	Over-time	Provides for personnel overtime	
40004	Part-time	Provides for personnel part-time	
40009	Cell Phone Allowance	Telephone expense related to the City.	
40010	Deferred Comp - Cafeteria	Funds budgeted in this account are part of employee benefits costs.	
40011	Deferred Compensation	Funds budgeted in this account include this benefit's pro rata share of employee benefits costs.	
40012	Pers Retirement	Funds budgeted in this account are part of employee benefits costs.	
40013	Pars Retirement	Funds budgeted in this account include this benefit's pro rata share of employee benefits costs.	
40014	Medical Insurance	Funds budgeted in this account are part of employee benefits costs.	
40015	AFLAC Cafeteria	Funds budgeted in this account are part of employee benefits costs.	
40017	Medicare Insurance	Funds budgeted in this account are part of employee benefits costs.	
40020	Uniform Allowance	Funds budgeted in this account are part of employee benefits costs.	
40018	Life and Disability	Funds budgeted in this account are part of employee benefits costs.	
40100	Office Supplies	Office Supplies specifically related to Police Support Services Dept.	
40300	Memberships and Dues	CPOA, CPCA, NTOA, OCTMA, IOMGIA, SCESA, IAFCI, UCOC, CSAA, CNOA, OCFCIA, CSAIA, IACP, CCUG, OFFSA, CCJWSA, FBI-NAA and subscription to job related publications.	
40400	Training and Meetings	National Academy training, CAPE training and team building workshop.	
40600	Automotive Materials	Car washes, detailing, and miscellaneous expense.	

40700	Equipment/materials	Photo processing, batteries, flares, audio/video tapes, non-office supplies, radar maintenance & repairs, audio recorders, body armor fingerprint supplies, small computer peripherals, disaster preparedness.
40800	Special Departmental	Citations (moving/parking), badges, property supplies, chaplain expense.
41000	Telephone	T-1 line connections to West Covina and OC Elite, and ILJAOC
41010	Gas	Building gas utility
41020	Electricity	Building electricity
42000	Rental/lease Equip	Auto-track link analysis systems, OC Gang System, OC teletype system.
44000	Contract Professional	Turbo Data, false alarm, DOJ, sexual examinations, employment physical, background investigations, 800 MHz contract, MDC maintenance.
45000	Intergovernmental	West Covina Systems Group, County Prosecution Assessment Fees, radio and MDC repairs, Range fees, Long Beach Animal Control.
46000	West Comp Jpa	West Comm JPA with a 9% increase each year
47888	Debt Service	Principal payment for the 800MHz
47999	Interest Payments	Bond interest payment for the 800MHz
48010	Furniture and Fixtures	PD renovation furniture and fixtures.

DEPARTMENT: Police - Police Support Account Code: 001-023
 FUND: 001 General Fund

Description	Account Number	2007-2008 Actual	2008-2009 Revised Budget	2008-2009 Estimated	2009-2010 Adopted Budget	2010-2011 Adopted Budget
PERSONNEL SERVICES						
Full - Time Salaries	001-023-40001	\$ 603,576	\$ 670,000	\$ 600,000	\$ 688,900	\$ 716,400
Overtime	001-023-40003	13,638	15,000	34,000	15,300	15,600
Part -Time	001-023-40004	80,704	73,500	73,500	73,500	73,500
Cell Phone Allowance	001-023-40009	900	900	900	900	900
Uniform Pay	001-023-40020	3,760	4,500	4,000	4,000	4,000
Deferred Comp- Cafeteria	001-023-40010	3,321	-	7,100	7,000	7,000
Deferred Compensation	001-023-40011	10,107	9,000	8,900	9,600	10,000
Pers Retirement	001-023-40012	82,879	93,000	88,300	101,300	105,400
Pars Retirement	001-023-40013	1,655	1,600	1,600	1,600	1,600
Medical Insurance	001-023-40014	80,906	114,000	80,900	80,900	80,900
AFLAC Cafeteria	001-023-40015	342	-	600	-	-
Medicare Insurance	001-023-40017	10,084	11,000	11,500	11,300	11,800
Life and Disability	001-023-40018	7,931	10,000	9,300	10,400	10,700
Unemployment	001-023-40030	686	-	-	-	-
TOTAL PERSONNEL SERVICES		\$ 900,489	\$ 1,002,500	\$ 920,600	\$ 1,004,700	\$ 1,037,800
MAINTENANCE AND OPERATIONS						
Office Supplies	001-023-40100	\$ 16,790	\$ 17,800	\$ 12,100	\$ 16,800	\$ 16,800
Memberships and Dues	001-023-40300	4,485	4,700	2,900	3,500	3,500
Training & Meetings	001-023-40400	58,595	41,200	32,000	15,000	15,000
Office & Technology Resources	001-023-40500	9,992	-	-	-	-
Automotive Exp	001-023-40600	3,705	3,000	3,000	4,000	4,100
Equipment /Materials	001-023-40700	64,100	76,500	22,000	65,800	65,800
Special Departmental	001-023-40800	49,536	49,500	33,500	32,000	32,500
Telephone Police	001-023-41000	44,053	48,000	48,000	48,000	48,000
Gas Police	001-023-41010	3,371	3,500	3,500	3,600	3,600
Electricity	001-023-41020	42,776	66,000	56,000	58,000	58,000
Rental/lease Equip	001-023-42000	6,986	15,000	4,000	7,000	7,200
Contract Professional	001-023-44000	342,333	366,250	195,000	247,500	247,500
Intergovernmental	001-023-45000	171,717	229,000	229,000	229,000	229,000
West Com JPA	001-023-46000	563,424	589,472	589,500	642,000	699,500
TOTAL MAINTENANCE AND OPERATIONS		\$ 1,381,863	\$ 1,509,922	\$ 1,230,500	\$ 1,372,200	\$ 1,430,500
CAPITAL OUTLAY						
Machinery & Equipment	001-023-48050	\$ 6,195	\$ -	\$ -	\$ -	\$ -
Furniture and Fixtures	001-023-48010	-	-	-	-	280,000
TOTAL CAPITAL OUTLAY		\$ 6,195	\$ -	\$ -	\$ -	\$ 280,000
DEBT SERVICE						
Debt Service	001-023-47888	\$ 95,000	\$ 100,000	\$ 100,000	\$ 100,000	\$ -
Interest Payments	001-023-47999	27,115	21,800	21,800	21,800	-
TOTAL DEBT SERVICE		\$ 122,115	\$ 121,800	\$ 121,800	\$ 121,800	\$ -
TOTAL EXPENDITURES		\$ 2,410,662	\$ 2,634,222	\$ 2,272,900	\$ 2,498,700	\$ 2,748,300

DETENTION FACILITY

**Managing Department Head:**

Chief of Police

Mission Statement

The Seal Beach Detention Center is dedicated to the humane processing and housing of prisoners arrested by the Seal Beach Police Department and allied agencies, along with pay-to-stay prisoners serving adjudicated, local court sentences; all with an emphasis on courteous treatment with respect for individual rights and liberties within a confinement environment.

Primary Activities

The Detention Center's primary function is to process, book, and transport arrestees brought in by Seal Beach Police Officers on charges stemming from Seal Beach cases. Additionally, the Detention Center provides custody and care for contract City, County, State, and Federal prisoners serving sentences or awaiting relocation, in a manner that complies with all applicable County, State, and Federal mandates.

Objectives

- The Seal Beach Detention Center came under the control of the Police Department in 2007 when the previously contracted vendor was dismissed.
- The Police Department now has an additional staff of nine employees who provide jail intake processing and screening, security, booking, and transportation services for Seal Beach arrestees and those of other governmental agencies with contracts for service by the Department.
- Additionally, the Detention Center provides bed space to local and regional, low-grade criminals serving jail sentences, for which they pay a fee to the City in an effort to achieve a cost-neutral operation.

DEPARTMENT: Police - Detention Facility
 FUND: 001 General Fund

Account Code: 001-024

	2007-2008 Actual	2008-2009 Revised Budget	2008-2009 Estimated	2009-2010 Adopted Budget	2010-2011 Adopted Budget
Personnel Services	\$ 192,841	\$ 613,000	\$ 510,100	\$ 743,200	\$ 768,700
Maintenance and Operations	224,269	133,700	57,800	63,800	58,500
TOTAL	\$ 417,110	\$ 746,700	\$ 567,900	\$ 807,000	\$ 827,200

ACCOUNT NUMBER EXPLANATION

40001	Full-time Salaries	Senior CSO	- 8.00	
		Lead CSO	- 1.00	
40003	Over-time	Provides for personnel overtime		
40010	Deferred Comp - Cafeteria	Funds budgeted in this account is part of employee benefits costs.		
40011	Deferred Compensation	Funds budgeted in this account include this benefit's pro rata share of employee benefits costs.		
40012	Pers Retirement	Funds budgeted in this account are part of employee benefits costs.		
40014	Medical Insurance	Funds budgeted in this account are part of employee benefits costs.		
40015	AFLAC Cafeteria	Funds budgeted in this account are part of employee benefits costs.		
40017	Medicare Insurance	Funds budgeted in this account are part of employee benefits costs.		
40018	Life and Disability	Funds budgeted in this account are part of employee benefits costs.		
40020	Uniform Allowance	Funds budgeted in this account are part of employee benefits costs.		
40100	Office Supplies	Office Supplies specifically related to Detention Facility.		
40200	Public/legal Notices	Recruitment advertisement.		
40300	Memberships and Dues	Newport Harbor Bar Assoc, CA Jail Programs Assoc, & American Correctional Assoc.		
40400	Training and Meetings	STC training and other required training.		
40700	Equipment/materials	Plumbing, fixtures, lighting, replacement cameras, cleaning materials, jail mattresses, beddings, and vacuum.		
40800	Special Departmental	STC Core course uniform/materials and badges.		
41000	Telephone	Telephone services		
42000	Rental/leas Equip	Fans, blowers, and storage.		
44000	Contract Professional	Contract physician, nurse, and meal vendor; general maintenance contractual services; remodel to relocate live scan and increase bed		

DEPARTMENT: Police - Detention Facility
 FUND: 001 General Fund

Account Code: 001-024

Description	Account Number	2007-2008	2008-2009	2008-2009	2009-2010	2010-2011
		Actual	Revised Budget	Estimated	Adopted Budget	Adopted Budget
PERSONNEL SERVICES						
Full Time Salaries	001-024-40001	\$ 129,840	\$ 377,000	\$ 333,400	\$ 515,000	\$ 535,600
Overtime	001-024-40003	12,929	43,700	43,700	44,500	45,400
Uniform Pay	001-024-40020	1,740	4,700	4,100	4,200	4,200
Deferred Comp- Cafeteria	001-024-40010	2,145	-	5,600	9,600	9,600
Deferred Compensation	001-024-40011	1,268	3,800	3,300	5,100	5,400
PERS Retirement	001-024-40012	17,831	53,000	49,800	76,400	79,500
Health Insurance	001-024-40014	22,815	119,000	58,000	71,400	71,400
AFLAC Cafeteria	001-024-40015	-	-	-	500	500
Medicare Insurance	001-024-40017	2,235	6,000	6,200	8,600	8,900
Life and Disability	001-024-40018	1,880	5,800	5,500	7,900	8,200
Flexible Spending - Cafeteria	001-024-40022	158	-	500	-	-
TOTAL PERSONNEL SERVICES		\$ 192,841	\$ 613,000	\$ 510,100	\$ 743,200	\$ 768,700
MAINTENANCE AND OPERATIONS						
Office Supplies	001-024-40100	\$ 562	\$ 2,000	\$ 1,500	\$ 1,200	\$ 1,200
Public/legal Notices	001-024-40200	3,497	-	-	500	500
Memberships & Dues	001-024-40300	-	1,500	-	1,500	1,500
Training & Meeting	001-024-40400	322	2,400	2,400	6,000	6,000
Office & Technology Resources	001-024-40500	19,869	-	-	-	-
Equipment/Materials	001-024-40700	49,551	31,000	15,000	15,000	9,700
Special/Departmental	001-024-40800	5,705	2,000	2,200	2,400	2,400
Telephone	001-024-41000	488	1,200	1,200	1,200	1,200
Gas	001-024-41010	-	2,200	-	-	-
Electricity	001-024-41020	-	14,400	-	-	-
Rental/lease Equip	001-024-42000	2,700	20,000	500	1,000	1,000
Contract Prof Svcs - Detention	001-024-44000	141,575	57,000	35,000	35,000	35,000
TOTAL MAINTENANCE AND OPERATIONS		\$ 224,269	\$ 133,700	\$ 57,800	\$ 63,800	\$ 58,500
TOTAL EXPENDITURES		\$ 417,110	\$ 746,700	\$ 567,900	\$ 807,000	\$ 827,200



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FIRE SERVICES



Managing Department Head:

City Manager

Mission Statement

Fire Services contribute to the safety and well being of the community by responding to emergency situations and promoting fire prevention.

Primary Activities

Fire Services are provided through a contract with the Orange County Fire Authority (OCFA). The OCFA provides technical, rescue, fire prevention, fire investigation, hazardous materials response, public information/education, paramedic and ambulance transport services.

DEPARTMENT: Fire Services
 FUND: 001 General Fund

Account Code: 001-026

	<u>2007-2008 Actual</u>	<u>2008-2009 Revised Budget</u>	<u>2008-2009 Estimated</u>	<u>2009-2010 Adopted Budget</u>	<u>2010-2011 Adopted Budget</u>
Personnel Services	\$ 2,664,377	\$ -	\$ -	\$ -	\$ -
Maintenance and Operations	3,491,979	3,628,600	3,628,600	3,800,000	3,980,000
Debt Service	18,128	720,900	597,700	1,143,600	1,126,900
TOTAL	<u>\$ 6,174,484</u>	<u>\$ 4,349,500</u>	<u>\$ 4,226,300</u>	<u>\$ 4,943,600</u>	<u>\$ 5,106,900</u>

ACCOUNT NUMBER EXPLANATION

44000	Contract Professional Svcs	Orange County Fire Authority
47888	Debt Service Payment	Principal payment on Pension Obligation Bond.
47999	Interest Expense	Interest payment on Pension Obligation Bond.

DEPARTMENT: Fire Services Account Code: 001-026
 FUND: 001 General Fund

Description	Account Number	2007-2008 Actual	2008-2009 Revised Budget	2008-2009 Estimated	2009-2010 Adopted Budget	2010-2011 Adopted Budget
PERSONNEL SERVICES						
PERS Retirement	001-026-40012	\$ 2,664,377	\$ -	\$ -	\$ -	\$ -
TOTAL PERSONNEL SERVICES		<u>\$ 2,664,377</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>
MAINTENANCE AND OPERATIONS						
Contract Professional Services	001-026-44000	\$ 3,491,979	\$ 3,628,600	\$ 3,628,600	\$ 3,800,000	\$ 3,980,000
TOTAL MAINTENANCE AND OPERATIONS		<u>\$ 3,491,979</u>	<u>\$ 3,628,600</u>	<u>\$ 3,628,600</u>	<u>\$ 3,800,000</u>	<u>\$ 3,980,000</u>
DEBT SERVICE						
Debt Service Payment Principal	001-026-47888	\$ -	\$ 466,000	\$ 394,000	\$ 842,000	\$ 862,000
Interest Payments	001-026-47999	-	156,500	105,400	301,600	264,900
Cost of Issuance	001-026-48111	18,128	98,400	98,300	-	-
TOTAL DEBT SERVICE		<u>\$ 18,128</u>	<u>\$ 720,900</u>	<u>\$ 597,700</u>	<u>\$ 1,143,600</u>	<u>\$ 1,126,900</u>
TOTAL EXPENDITURES		<u>\$ 6,174,484</u>	<u>\$ 4,349,500</u>	<u>\$ 4,226,300</u>	<u>\$ 4,943,600</u>	<u>\$ 5,106,900</u>



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POLICE - SLESF

**Managing Department Head:**

Chief of Police

Mission Statement

The Supplemental Law Enforcement Services Fund (SLESF) GRANT is restricted funding received from the State under the State Citizens Option for Public Safety Program. Certain implementation procedures are required prior to the use of these funds, and the funds must not be used to supplant existing funding for law enforcement.

Primary Activities

The State awards this on-going grant contribution, annually, to local law enforcement agencies in the amount of approximately \$100,000 a year to provide funding for new program personnel, overtime, equipment, and/or other uses within the police department. Expenditures must link to front-line police services.

Objectives

- The Police Department's SLESF will provide funds for personnel and equipment supporting the Department's community policing efforts and front-line support.
- For the FY2009-2011 budget cycle, the City will expend existing funds for personnel and equipment supporting the department's front-line community policing efforts and for other permissible law enforcement uses.

DEPARTMENT: Police - SLESF
 FUND: 009 Supplemental Law Enforcement

Account Code: 009-600

	<u>2007-2008</u> <u>Actual</u>	<u>2008-2009</u> <u>Revised</u> <u>Budget</u>	<u>2008-2009</u> <u>Estimated</u>	<u>2009-2010</u> <u>Adopted</u> <u>Budget</u>	<u>2010-2011</u> <u>Adopted</u> <u>Budget</u>
Personnel Services	\$ 50,016	\$ 101,450	\$ 53,800	\$ 50,700	\$ 50,700
Maintenance and Operations	167,542	82,000	68,300	66,000	69,000
TOTAL	<u>\$ 217,558</u>	<u>\$ 183,450</u>	<u>\$ 122,100</u>	<u>\$ 116,700</u>	<u>\$ 119,700</u>

ACCOUNT NUMBER EXPLANATION

40003	Over-time	July 4th, St. Patricks', warrant service and beach patrol.
40017	Medicare Insurance	Funds budgeted in this account are part of employee benefits costs.
40400	Training and Meetings	Rifle training, SWAT, Special program training.
40700	Equipment/materials	SWAT, community policing equipment and frontline equipment.

DEPARTMENT: Police - SLESF Account Code: 009-600
 FUND: 009 Supplemental Law Enforcement

Description	Account Number	2007-2008 Actual	2008-2009 Revised Budget	2008-2009 Estimated	2009-2010 Adopted Budget	2010-2011 Adopted Budget
PERSONNEL SERVICES						
Overtime - SLESF Grant	009-600-40003	\$ 49,304	\$ 100,000	\$ 53,000	\$ 50,000	\$ 50,000
Medicare Insurance	009-600-40017	712	1,450	800	700	700
TOTAL PERSONNEL SERVICES		<u>\$ 50,016</u>	<u>\$ 101,450</u>	<u>\$ 53,800</u>	<u>\$ 50,700</u>	<u>\$ 50,700</u>
MAINTENANCE AND OPERATIONS						
Training & Meetings SLESF Grant	009-600-40400	\$ 495	\$ 10,000	\$ 7,600	\$ 10,000	\$ 10,000
Equipment/Materials	009-600-40700	161,924	55,000	52,400	56,000	59,000
Special Departmental SLESF Grant	009-600-40800	59	-	-	-	-
Contract Professional SLESF	009-600-44000	5,064	17,000	8,300	-	-
TOTAL MAINTENANCE AND OPERATIONS		<u>\$ 167,542</u>	<u>\$ 82,000</u>	<u>\$ 68,300</u>	<u>\$ 66,000</u>	<u>\$ 69,000</u>
TOTAL EXPENDITURES		<u>\$ 217,558</u>	<u>\$ 183,450</u>	<u>\$ 122,100</u>	<u>\$ 116,700</u>	<u>\$ 119,700</u>



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POLICE - INMATE WELFARE

**Managing Department Head:**

Chief of Police

Mission Statement

The Seal Beach Detention Center serves as a lock-up facility capable of holding thirty arrestees or pay-to-stay inmates. The high security facility holds low to medium security male prisoners. Female prisoners brought to the facility for booking purposes are processed out of the facility as soon as practicable. Prisoners housed in the facility are allowed the opportunity to purchase commissary items to better their time served. Those monies spent by the prisoners cover costs of the commissary items purchased and also other items for the good of all prisoners within the facility.

Primary Activities

The Inmate Welfare Fund was initially funded by monies seeded from the previous jail services vendor and carried over for the benefit of prisoners housed in the facility. Additional monies feeding the fund are generated through sales of commissary items to the prisoners, for their benefit. Any and all proceeds from these sales are rolled back to the prisoners in the form of supplies and equipment to better their lot while confined.

Objectives

- The Detention Center's objectives include but are not limited to providing safe, responsible, courteous, and dignified custodial services to local arrestees and resident inmates serving court ordered sentences for a variety of crimes.

DEPARTMENT: Police - Inmate Welfare
 FUND: 010 Inmate Welfare Fund

Account Code: 010-024

	<u>2007-2008 Actual</u>	<u>2008-2009 Revised Budget</u>	<u>2008-2009 Estimated</u>	<u>2009-2010 Adopted Budget</u>	<u>2010-2011 Adopted Budget</u>
Maintenance and Operations	\$ 539	\$ -	\$ -	\$ 5,000	\$ 5,000
TOTAL	<u>\$ 539</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ 5,000</u>	<u>\$ 5,000</u>

ACCOUNT NUMBER EXPLANATION

40700 Equipment/materials Equipment to benefit inmates.

DEPARTMENT: Police - Inmate Welfare
 FUND: 010 Inmate Welfare Fund

Account Code: 010-024

Description	Account Number	2007-2008 Actual	2008-2009 Revised Budget	2008-2009 Estimated	2009-2010 Adopted Budget	2010-2011 Adopted Budget
MAINTENANCE AND OPERATIONS						
Equipment/Materials	010-024-40700	\$ 539	\$ -	\$ -	\$ 5,000	\$ 5,000
TOTAL MAINTENANCE AND OPERATIONS		<u>\$ 539</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ 5,000</u>	<u>\$ 5,000</u>
TOTAL EXPENDITURES		<u>\$ 539</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ 5,000</u>	<u>\$ 5,000</u>



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STATE ASSET FORFEITURE

**Managing Department Head:**

Chief of Police

Mission Statement

The State Asset Forfeiture Fund accounts for revenues derived from monies and property seized in drug-related incidents. Those labeled State or Federal indicates the jurisdictional authority over the assets seized and converted to City use. The primary purpose of the Asset Forfeiture Program is to deter drug-related crimes by depriving criminals of the profits and proceeds from trafficking illegal drugs. Another purpose of the program is to enhance cooperation among federal, state, and local law enforcement agencies through the equitable sharing of asset forfeiture proceeds. These funds cannot be used to supplant on-going operations, for the payment of salaries for existing positions, or for non-law enforcement purposes.

Primary Activities

The Asset Forfeiture Fund will provide funds for equipment to upgrade new police vehicles to operational status; modernize older police vehicles; and, to purchase new equipment for other law enforcement uses.

Objectives

- During the FY2009-2011 budget cycle, the City will expend existing funds for equipment to upgrade new police vehicles to operational status; modernize older police vehicles; and, to purchase new equipment for other law enforcement uses.

DEPARTMENT: Police - Asset Forfeiture Fund (State)
 FUND: 011 Asset Forfeiture

Account Code: 011-555

	2007-2008 Actual	2008-2009 Revised Budget	2008-2009 Estimated	2009-2010 Adopted Budget	2010-2011 Adopted Budget
Maintenance and Operations	\$ 23,863	\$ 1,500	\$ 700	\$ 22,000	\$ 22,000
TOTAL	\$ 23,863	\$ 1,500	\$ 700	\$ 22,000	\$ 22,000

ACCOUNT NUMBER EXPLANATION

40700	Equipment/materials	Frontline equipment including drug enforcement and policing equipment.
40800	Special Departmental	Travel and extradition expenses.

DEPARTMENT: Police - Asset Forfeiture Fund (State)
 FUND: 011 Asset Forfeiture

Account Code: 011-555

Description	Account Number	2007-2008 Actual	2008-2009 Revised Budget	2008-2009 Estimated	2009-2010 Adopted Budget	2010-2011 Adopted Budget
MAINTENANCE AND OPERATIONS						
Material and equipment	011-555-40700	\$ 23,863	\$ -	\$ -	\$ 20,000	\$ 20,000
Special Departmental	011-555-40800	-	1,500	700	2,000	2,000
TOTAL MAINTENANCE AND OPERATIONS		<u>\$ 23,863</u>	<u>\$ 1,500</u>	<u>\$ 700</u>	<u>\$ 22,000</u>	<u>\$ 22,000</u>
TOTAL EXPENDITURES		<u>\$ 23,863</u>	<u>\$ 1,500</u>	<u>\$ 700</u>	<u>\$ 22,000</u>	<u>\$ 22,000</u>



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FEDERAL ASSET FORFEITURE

**Managing Department Head:**

Chief of Police

Mission Statement

The Federal Asset Forfeiture Fund accounts for revenues derived from monies and property seized in drug-related incidents. Those labeled State or Federal indicates the jurisdictional authority over the assets seized and converted to City use. The primary purpose of the Asset Forfeiture Program is to deter drug-related crimes by depriving criminals of the profits and proceeds from trafficking illegal drugs. Another purpose of the program is to enhance cooperation among federal, state, and local law enforcement agencies through the equitable sharing of asset forfeiture proceeds. These funds cannot be used to supplant on-going operations, for the payment of salaries for existing positions, or for non-law enforcement purposes.

Primary Activities

The Asset Forfeiture Fund will provide funds for equipment to upgrade new police vehicles to operational status; modernize older police vehicles; and, to purchase new equipment for other law enforcement uses.

Objectives

- During the FY2009-2011 budget cycle, the City will expend existing funds for equipment to upgrade new police vehicles to operational status; modernize older police vehicles; and, to purchase new equipment for other law enforcement uses.

DEPARTMENT: Police - Asset Forfeiture Fund (Federal)
 FUND: 013 Asset Forfeiture

Account Code: 013-111

	2007-2008 Actual	2008-2009 Revised Budget	2008-2009 Estimated	2009-2010 Adopted Budget	2010-2011 Adopted Budget
Maintenance and Operations	\$ 386	\$ 10,000	\$ -	\$ 18,000	\$ 18,000
TOTAL	\$ 386	\$ 10,000	\$ -	\$ 18,000	\$ 18,000

ACCOUNT NUMBER EXPLANATION

40700	Equipment/materials	Frontline equipment including drug enforcement and policing equipment.
40800	Special Departmental	Travel and extradition expenses; equipment repairs and misc. supplies needed for community policing drug enforcement.

DEPARTMENT: Police - Asset Forfeiture Fund (Federal)
 FUND: 013 Asset Forfeiture

Account Code: 013-111

Description	Account Number	2007-2008 Actual	2008-2009 Revised Budget	2008-2009 Estimated	2009-2010 Adopted Budget	2010-2011 Adopted Budget
MAINTENANCE AND OPERATIONS						
Material and Equipment	013-111-40700	\$ 68	\$ 5,000	\$ -	\$ 15,000	\$ 15,000
Special Departmental	013-111-40800	318	5,000	-	3,000	3,000
TOTAL MAINTENANCE AND OPERATIONS		<u>\$ 386</u>	<u>\$ 10,000</u>	<u>\$ -</u>	<u>\$ 18,000</u>	<u>\$ 18,000</u>
TOTAL EXPENDITURES		<u>\$ 386</u>	<u>\$ 10,000</u>	<u>\$ -</u>	<u>\$ 18,000</u>	<u>\$ 18,000</u>



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POLICE - GRANTS

**Managing Department Head:**

Chief of Police

Mission Statement

The City and its Police Department intend to use law enforcement grant monies, whenever possible to provide specialized funding for the purposes of law enforcement within the City of Seal Beach.

Objectives

- UASI Grant: The Federal Homeland Security Appropriations Act provides funding to address the needs of high-risk urban areas through planning, equipment, training, and exercises through the URBAN AREA SECURITY INITIATIVE (UASI).
- The City of Seal Beach is located in the North Orange County Urban Area, and is eligible to receive financial assistance in the form of funds and/or equipment through UASI sub-grants.
- The Orange County Operational Area, under the California Office of Emergency Services (OES), has chosen the City of Anaheim as the core UASI agency for the North Orange County Urban Area (NOCUA).
- The intent of these grant funds is to reimburse City funds expended in advance, pursuant to agreements between the NOCUA and the City. Anaheim will distribute these monies to the participating agencies.

DEPARTMENT: Police - Police Grants
 FUND: 075 Police Grants

Account Code: 075

	2007-2008 Actual	2008-2009 Revised Budget	2008-2009 Estimated	2009-2010 Adopted Budget	2010-2011 Adopted Budget
Personnel Services	\$ 41,305	\$ 32,100	\$ 6,400	\$ 78,000	\$ 78,000
Maintenance and Operations	75,792	15,034	-	9,200	13,000
TOTAL	\$ 117,097	\$ 47,134	\$ 6,400	\$ 87,200	\$ 91,000

ACCOUNT NUMBER EXPLANATION

40003	Over-time	Provides for personnel overtime
40017	Medicare Insurance	Funds budgeted in this account are part of employee benefits costs.
40400	Training and meeting	Training for Homeland Security
40700	Equipment/materials	Surveillance equipment and body armor

DEPARTMENT: Police - Police Grants
 FUND: 075 Police Grants

Account Code: 075

Description	Account Number	2007-2008 Actual	2008-2009 Revised Budget	2008-2009 Estimated	2009-2010 Adopted Budget	2010-2011 Adopted Budget
PERSONNEL SERVICES						
Overtime	075-444-40003	\$ -	\$ 19,715	\$ -	\$ 19,700	\$ 19,700
Medicare	075-444-40017	-	285	-	300	300
Overtime	075-446-40003	1,514	4,500	5,500	4,900	4,900
Medicare	075-446-40017	22	100	100	100	100
Overtime	075-450-40003	4,400	6,700	-	-	-
Medicare	075-450-40017	67	100	-	-	-
Overtime	075-453-40003	34,795	600	700	25,600	25,600
Medicare	075-453-40017	507	100	100	400	400
Overtime	075-454-40003	-	-	-	13,300	-
Medicare	075-454-40017	-	-	-	200	-
Overtime	075-455-40003	-	-	-	13,300	13,300
Medicare	075-455-40017	-	-	-	200	200
Overtime	075-456-40003	-	-	-	-	13,300
Medicare	075-456-40017	-	-	-	-	200
TOTAL PERSONNEL SERVICES		\$ 41,305	\$ 32,100	\$ 6,400	\$ 78,000	\$ 78,000
MAINTENANCE AND OPERATIONS						
Equipment / Materials	075-442-40700	\$ -	\$ 2,234	\$ -	\$ 2,200	\$ 5,000
Training & Meetings	075-450-40400	1,333	7,000	-	-	-
Equipment & Materials	075-452-40700	56,352	-	-	-	-
Training & Meetings	075-453-40400	2,920	2,400	-	2,000	3,000
Equipment/Materials	075-453-40700	3,770	3,400	-	2,000	2,000
Training & Meetings	075-454-40400	-	-	-	1,500	-
Equipment / Materials	075-454-40700	11,417	-	-	-	-
Training & Meetings	075-455-40400	-	-	-	1,500	1,500
Training & Meetings	075-456-40400	-	-	-	-	1,500
TOTAL MAINTENANCE AND OPERATIONS		\$ 75,792	\$ 15,034	\$ -	\$ 9,200	\$ 13,000
TOTAL EXPENDITURES		\$ 117,097	\$ 47,134	\$ 6,400	\$ 87,200	\$ 91,000

DEPARTMENT: Police
 FUND: 076 Cleep Grant Fund

Account Code: 076-777

	2007-2008 Actual	2008-2009 Revised Budget	2008-2009 Estimated	2009-2010 Adopted Budget	2010-2011 Adopted Budget
Maintenance and Operations	\$ 51,727	\$ -	\$ -	\$ 4,100	\$ -
TOTAL	\$ 51,727	\$ -	\$ -	\$ 4,100	\$ -

ACCOUNT NUMBER EXPLANATION

40800 Special Departmental Emergency Operations Center equipment.

DEPARTMENT: Police
 FUND: 076 Cleep Grant Fund

Account Code: 076-777

Description	Account Number	2007-2008 Actual	2008-2009 Revised Budget	2008-2009 Estimated	2009-2010 Adopted Budget	2010-2011 Adopted Budget
MAINTENANCE AND OPERATIONS						
Special Departmental	076-777-40800	\$ 1,806	\$ -	\$ -	\$ 4,100	\$ -
Machinery & Equipment	076-777-48050	49,921	-	-	-	-
TOTAL MAINTENANCE AND OPERATIONS		<u>\$ 51,727</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ 4,100</u>	<u>\$ -</u>
TOTAL EXPENDITURES		<u>\$ 51,727</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ 4,100</u>	<u>\$ -</u>



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PLANNING

**Managing Department Head:**

Director of Development Services

Mission Statement

The Planning Department ensures that projects are compatible with surrounding land uses and incorporate aesthetically pleasing features which architecturally embellish the physical design including design function, landscaping, and open space. The Department ensures that all development proposals are planned, designed, and developed in such a manner as to compliment the overall quality of the community and is in accordance with the provisions of the General Plan and Zoning Ordinance of the City. The Department provides a service that protects and preserves the welfare of the community by reviewing projects for federal, state, county and city regulatory compliance. The Department implements and maintains the City's General Plan. The General Plan establishes and outlines the goals and policies that govern the present and future development of the City. The Department formulates the City's long-range policies and programs related to land use, housing, transportation, urban design, recreation, open space, and economic development. The Department serves as primary staff assistance to the City Council, Redevelopment Agency, Planning Commission, Environmental Quality Control Board, and Archaeological Advisory Committee.

Primary Activities

The Department reviews and processes development proposals to determine compliance with the goals set forth in the City's General Plan and development standards in the Zoning Ordinance. The Department processes all the entitlement applications including general plan amendments, tentative maps, zoning text and map amendments, conditional use permits, site plan reviews, variances, sign applications, home occupation permits, zone changes, and environmental assessments. The department is also responsible for implementing local, county, and regional projects that directly impact the community. The Department is responsible for conducting in-house plan checks and field investigations on new developments, building improvements, and landscaped areas to ensure compliance with development standards and conditions of approval imposed with entitlements. In addition, the Department provides public counter and telephone assistance for the community, municipalities, and developers relating to planning, mapping, zoning, and other information.

Objectives

- The Department plans to complete preparation of a Local Coastal Plan and a General Plan Housing Element during FY 2009-2010.
- The adoption of the Local Coastal Plan and accompanying Implementation Plan is anticipated to be completed during FY 2010-2011

DEPARTMENT: Planning
 FUND: 001 General Fund

Account Code: 001-030

	2007-2008 Actual	2008-2009 Revised Budget	2008-2009 Estimated	2009-2010 Adopted Budget	2010-2011 Adopted Budget
Personnel Services	\$ 340,558	\$ 361,020	\$ 383,700	\$ 387,300	\$ 401,000
Maintenance and Operations	44,312	102,300	50,000	63,700	54,900
TOTAL	\$ 384,870	\$ 463,320	\$ 433,700	\$ 451,000	\$ 455,900

ACCOUNT NUMBER EXPLANATION

40001	Full-time Salaries	Director of Development Services - 0.85 Executive Assistant - 1.00 Sr. Planner - 1.00
40004	Part-time	Provides for personnel part-time.
40008	Auto Allowance	Mileage expenses associated with local seminars, meetings and training.
40009	Cell Phone Allowance	Telephone expense related to the City.
40010	Deferred Comp - Cafeteria	Funds budgeted in this account are part of employee benefits costs.
40011	Deferred Compensation	Funds budgeted in this account include this benefit's pro rata share of employee benefits costs.
40012	Pers Retirement	Funds budgeted in this account are part of employee benefits costs.
40013	Pars Retirement	Funds budgeted in this account include this benefit's pro rata share of employee benefits costs.
40014	Medical Insurance	Funds budgeted in this account are part of employee benefits costs.
40017	Medicare Insurance	Funds budgeted in this account are part of employee benefits costs.
40018	Life and Disability	Funds budgeted in this account are part of employee benefits costs.
40019	FICA	Funds budgeted in this account are part of employee benefits costs.
40100	Office Supplies	Office Supplies specifically related to Planning Department.
40200	Public/legal Notices	Public/legal Notices
40300	Memberships and Dues	American Planning Association, American Institute of Certified Planners Urban land Institute, Planning Directors of Orange County
40400	Training and Meetings	American Planning Association, Planning Directors of Orange County, UCLA Extension
40700	Equipment/Materials	Office furniture
40800	Special Departmental	GIS Upgrades
44000	Contract Professional Svcs	Local Coastal Plan, Environmental Reviews, Archaeological Monitoring

DEPARTMENT: Planning
 FUND: 001 General Fund

Account Code: 001-030

Description	Account Number	2007-2008 Actual	2008-2009 Revised Budget	2008-2009 Estimated	2009-2010 Adopted Budget	2010-2011 Adopted Budget
PERSONNEL SERVICES						
Full Time Salaries	001-030-40001	\$ 256,439	\$ 263,000	\$ 283,200	\$ 284,500	\$ 295,900
Part - Time	001-030-40004	7,631	15,200	15,200	15,200	15,200
Auto Allowance	001-030-40008	1,800	1,800	1,800	4,200	4,200
Cell Phone Allowance	001-030-40009	900	900	900	900	900
Deferred Comp - Cafeteria	001-030-40010	1,679	-	2,800	2,300	2,300
Deferred Comp	001-030-40011	8,837	9,800	9,200	9,000	9,300
Pers Retirement	001-030-40012	34,974	36,300	41,000	41,100	42,800
Pars Retirement	001-030-40013	97	170	200	200	200
Medical Insurance	001-030-40014	20,159	25,000	20,000	20,500	20,500
Medicare Insurance	001-030-40017	4,320	4,500	4,800	4,800	5,000
Life and Disability	001-030-40018	3,502	3,800	4,000	4,000	4,100
FICA	001-030-40019	220	550	600	600	600
TOTAL PERSONNEL SERVICES		\$ 340,558	\$ 361,020	\$ 383,700	\$ 387,300	\$ 401,000
MAINTENANCE AND OPERATIONS						
Office Supplies	001-030-40100	\$ 5,780	\$ 5,500	\$ 5,100	\$ 4,000	\$ 4,000
Public/legal Notices	001-030-40200	5,157	3,700	3,500	2,500	2,700
Memberships and Dues	001-030-40300	2,356	5,500	5,500	1,700	2,000
Training & Meetings	001-030-40400	3,847	8,000	8,400	3,000	3,500
Office & Technology	001-030-40500	259	-	-	-	-
Equipment/Materials	001-030-40700	2,036	1,000	1,000	1,000	1,200
Special Departmental	001-030-40800	36	1,500	1,500	1,500	1,500
Contract Professional	001-030-44000	24,841	77,100	25,000	50,000	40,000
TOTAL MAINTENANCE AND OPERATIONS		\$ 44,312	\$ 102,300	\$ 50,000	\$ 63,700	\$ 54,900
TOTAL EXPENDITURES		\$ 384,870	\$ 463,320	\$ 433,700	\$ 451,000	\$ 455,900



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BUILDING AND SAFETY

**Managing Department Head:**

Director of Development Services

Mission Statement

The overall mission of the Building Department is to ensure compliance with local, state, and federal laws enacted to provide minimum requirements that safeguard the public safety, health, and general welfare through structural strength, means of egress facilities, stability, sanitation, adequate light and ventilation, energy conservation, and safety to life and property from fire and other hazards attributed to the built environment.

Primary Activities

Receive applications, review construction documents, and issue permits for the erection and alteration of buildings and structures. Perform inspections for such permits and enforce compliance with the provisions of the Code of the City of Seal Beach and the California Building Codes. Compile monthly permit data reports; maintain project coordination with internal divisions, as well as state and local agencies. Review, amend, and adopt required codes and policies.

Objectives

- Continue to enforce all required construction codes within the community.
- It is anticipated that in either 2011-2012 or 2012-2013 that the City will revise all of the construction codes in compliance with the requirements of California law.
- The adoption schedule is dependent upon the State adoption of the appropriate construction codes.

DEPARTMENT: Community Development- Building and Safety Department
 FUND: 001 General Fund

Account Code: 001-031

	2007-2008 Actual	2008-2009 Revised Budget	2008-2009 Estimated	2009-2010 Adopted Budget	2010-2011 Adopted Budget
Personnel Services	\$ 27,597	\$ 28,600	\$ 30,000	\$ 30,000	\$ 30,500
Maintenance and Operations	544,773	392,200	367,600	349,800	360,300
TOTAL	\$ 572,370	\$ 420,800	\$ 397,600	\$ 379,800	\$ 390,800

ACCOUNT NUMBER EXPLANATION

40001	Full-time Salaries	Director of Development Services - 0.15
40011	Deferred Compensation	Funds budgeted in this account include this benefit's pro rata share of employee benefits costs.
40012	Pers Retirement	Funds budgeted in this account are part of employee benefits costs.
40014	Medical Insurance	Funds budgeted in this account are part of employee benefits costs.
40017	Medicare Insurance	Funds budgeted in this account are part of employee benefits costs.
40018	Life and Disability	Funds budgeted in this account are part of employee benefits costs.
40100	Office Supplies	Office Supplies specifically related to Community Development Dept
40200	Public/legal Notices	Public and legal notices
40300	Memberships and Dues	ICC, BOCA, CACEO
40400	Training and Meetings	ICC, BOCA, CACEO training and conferences
40700	Equipment/materials	Equipment materials and office furniture
44000	Contract Professional Svcs	Charles Abbot Associates
45000	Intergovernmental	Orange County Sanitation District, California Department of Conservation

DEPARTMENT: Community Development- Building and Safety Department Account Code: 001-031
 FUND: 001 General Fund

Description	Account Number	2007-2008 Actual	2008-2009 Revised Budget	2008-2009 Estimated	2009-2010 Adopted Budget	2010-2011 Adopted Budget
PERSONNEL SERVICES						
Full-time Salaries	001-031-40001	\$ 21,505	\$ 21,700	\$ 23,200	\$ 23,200	\$ 24,100
Deferred Compensation	001-031-40011	837	1,000	800	800	800
Pers Retirement	001-031-40012	2,897	3,000	3,200	3,200	3,300
Medical Insurance	001-031-40014	1,749	2,200	1,600	1,600	1,600
Medicare Insurance	001-031-40017	333	400	900	900	400
Life and Disability	001-031-40018	276	300	300	300	300
TOTAL PERSONNEL SERVICES		\$ 27,597	\$ 28,600	\$ 30,000	\$ 30,000	\$ 30,500
MAINTENANCE AND OPERATIONS						
Office Supplies	001-031-40100	\$ 1,772	\$ 700	\$ 1,300	\$ 800	\$ 800
Public/legal Notices	001-031-40200	-	1,000	-	1,000	1,000
Memberships and Dues	001-031-40300	95	1,000	100	1,000	1,000
Training and Meetings	001-031-40400	200	1,000	200	1,000	1,000
Office & Technology Resources	001-031-40500	330	-	-	-	-
Equipment/Materials	001-031-40700	550	-	-	1,500	1,500
Special Departmental	001-031-40800	529	8,500	1,000	-	-
Contract Professional Svcs	001-031-44000	536,019	375,000	360,000	340,000	350,000
Intergovernmental	001-031-45000	5,278	5,000	5,000	4,500	5,000
TOTAL MAINTENANCE AND OPERATIONS		\$ 544,773	\$ 392,200	\$ 367,600	\$ 349,800	\$ 360,300
TOTAL EXPENDITURES		\$ 572,370	\$ 420,800	\$ 397,600	\$ 379,800	\$ 390,800



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COMMUNITY DEVELOPMENT BLOCK GRANT

**Managing Department Head:**

Director of Development Services

Mission Statement

Continuation of previously funded program by the County of Orange allowing for rehabilitation of restrooms within Leisure World and to maintain accessibility for income-eligible senior citizens. Anticipated funding is expected to be available through the 2011-2012 Budget Year.

Primary Activities

Complete restroom rehabilitation projects within Leisure World.

Objectives

- Complete 40-60 restroom rehabilitation projects within Leisure World during each budget year 2009-2010.
- The City anticipates receipt of funding.

DEPARTMENT: Community Development Block Grant (CDBG)
 FUND: 072 CDBG

Account Code: 072-000

	<u>2007-2008 Actual</u>	<u>2008-2009 Revised Budget</u>	<u>2008-2009 Estimated</u>	<u>2009-2010 Adopted Budget</u>	<u>2010-2011 Adopted Budget</u>
Maintenance and Operations	\$ 200,080	\$ -	\$ 200,000	\$ 140,000	\$ 140,000
TOTAL	<u>\$ 200,080</u>	<u>\$ -</u>	<u>\$ 200,000</u>	<u>\$ 140,000</u>	<u>\$ 140,000</u>

ACCOUNT NUMBER EXPLANATION

44000 Contract Professional Svcs Leisure World restroom rehabilitation program and Civic Stone Admin.

DEPARTMENT:
FUND:

Community Development Block Grant (CDBG)
072 CDBG

Account Code: 072-000

Description	Account Number	2007-2008 Actual	2008-2009 Revised Budget	2008-2009 Estimated	2009-2010 Adopted Budget	2010-2011 Adopted Budget
MAINTENANCE AND OPERATIONS						
Contract Professional	072-030-44000	\$ 200,080	\$ -	\$ 200,000	\$ 140,000	\$ 140,000
TOTAL MAINTENANCE AND OPERATIONS		<u>\$ 200,080</u>	<u>\$ -</u>	<u>\$ 200,000</u>	<u>\$ 140,000</u>	<u>\$ 140,000</u>
TOTAL EXPENDITURES		<u>\$ 200,080</u>	<u>\$ -</u>	<u>\$ 200,000</u>	<u>\$ 140,000</u>	<u>\$ 140,000</u>



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ADMINISTRATION & ENGINEERING

**Managing Department Head:**

Director of Public Works

Mission Statement

To administer planning, programming, budgeting, construction and maintenance of the infrastructure in a cost-effective way that meets the overall needs of the community.

Primary Activities

Capital Improvement Program (CIP) - determine projects; seek and secure grant funds; coordinate and manage design consultants; prepare project budgets, estimates, designs and specifications; review plans; coordinate with other departments and agencies; conduct community meetings and prepare presentations and press releases; prepare and present agenda reports to council, respond to public inquiries; adhere to multi-agency funding and environmental requirements.

Regular Activities - development plan check: tract maps, lot line adjustments, utility plans, grading, implement best management practices; issue permits for grading and special events; respond to public, council and other agencies requests for information on plans, permits, surveys, flood zones, CIP, and standard plans; track all service requests; prepare maps and blue prints; manage and update the geographic information system, and manage and file over 7000 record drawings; apply for all available grant funding sources; manage various sources of funding; and provide support for other public works divisions.

Construction Management/Inspection - Inspection of grading and special event permits and projects, respond to citizen requests concerning construction activities, enforce City and agency regulations, and ensure quality assurance and conformance to plans, specifications and standards.

Outside Agency Coordination and/or Compliance with Regulations - National Pollution Discharge Elimination System permit; Regional Water Quality Control Board; California Department of Transportation, Los Angeles County Flood Control, Los Angeles County Public Works, Orange County Public Works Department, City of Long Beach, City of Huntington Beach, California Department of Health, Air Quality Management District, California Coastal Commission, Los Angeles Department of Water and Power, Southern California Edison, Southern California Gas, Time-Warner Cable, Verizon, Department Industrial Relations, Naval Weapons Station, California Coastal Conservancy, California Fish and Game, California Fish and Wildlife, Orange County Transportation Authority, Army Corp of Engineers, California Department of Water Resources, OSHA, Environmental Protection Agency, Metropolitan Water District, Orange County Water District, Municipal Water District of Orange County, West Orange County Water District, Orange County Sanitation District.

Objectives

To provide professional, technical and administrative Assistance to the public and City Council.

DEPARTMENT: Public Works - Administration & Engineering
 FUND: 001 General Fund

Account Code: 001-042

	2007-2008 Actual	2008-2009 Revised Budget	2008-2009 Estimated	2009-2010 Adopted Budget	2010-2011 Adopted Budget
Personnel Services	\$ 36,425	\$ 40,100	\$ 49,600	\$ 56,500	\$ 58,300
Maintenance and Operations	69,235	49,600	32,400	34,400	35,100
Capital Outlay	-	-	-	3,500	3,500
TOTAL	\$ 105,660	\$ 89,700	\$ 82,000	\$ 94,400	\$ 96,900

ACCOUNT NUMBER EXPLANATION

40001	Full-time Salaries	Director of Public Works	- 0.05
		City Engineer	- 0.05
		Assistant Engineer	- 0.10
		Executive Assistant	- 0.20
40004	Part-time	Intern (PT)	
40008	Auto Allowance	Mileage expenses associated with local seminars, meetings and training for the Director of Public Works.	
40009	Cell Phone Allowance	Telephone expense related to the City.	
40010	Deferred Comp - Cafeteria	Funds budgeted in this account are part of employee benefits costs.	
40011	Deferred Compensation	Funds budgeted in this account include pro rata share of employee benefit costs.	
40012	PERS Retirement	Funds budgeted in this account are a component of employee benefit costs.	
40013	PARS Retirement	Funds budgeted in this account include pro rata share of employee benefit costs.	
40014	Medical Insurance	Funds budgeted in this account are part of employee benefits costs.	
40017	Medicare Insurance	Funds budgeted in this account are part of employee benefits costs.	
40018	Life and Disability	Funds budgeted in this account are part of employee benefits costs.	
40100	Office Supplies	Office supplies, CIP books, laminating and standard plans.	
40300	Memberships and Dues	APWA, ASCE, CA PE License, ITE, NWOCPWD, CEADOC	
40400	Training and Meetings	League of Cities, Traffic Engineering Course, report writing, map act, inspection courses, EIT training, water certification, professional engineering license.	
44000	Contract Professional Svcs	Temporary assistance and inspection and special project engineering.	
47010	Vehicle/equipment replacement	Transfer out to Vehicle/Equipment Replacement fund 021.	

DEPARTMENT: Public Works - Administration & Engineering Account Code: 001-042
 FUND: 001 General Fund

Description	Account Number	2007-2008 Actual	2008-2009 Revised Budget	2008-2009 Estimated	2009-2010 Adopted Budget	2010-2011 Adopted Budget
PERSONNEL SERVICES						
Full-Time Salaries	001-042-40001	\$ 21,607	\$ 25,800	\$ 30,500	\$ 35,200	\$ 36,700
Part-Time	001-042-40004	2,850	3,000	6,000	3,000	3,000
Auto Allowance	001-042-40008	1,315	1,800	1,800	4,200	4,200
Cell Phone Allowance	001-042-40009	1,724	900	900	2,700	2,700
Deferred Comp- Cafeteria	001-042-40010	3	-	100	100	100
Deferred Comp	001-042-40011	529	700	800	800	900
PERS Retirement	001-042-40012	2,630	3,400	4,400	5,100	5,300
PARS Retirement	001-042-40013	147	150	200	100	100
Medical Insurance	001-042-40014	3,331	3,700	3,900	4,000	4,000
AFLAC Cafeteria	001-042-40015	1	-	-	-	-
Medicare Insurance	001-042-40017	260	300	600	800	800
Life and Disability	001-042-40018	268	350	400	500	500
Unemployment	001-042-40030	1,760	-	-	-	-
TOTAL PERSONNEL SERVICES		<u>\$ 36,425</u>	<u>\$ 40,100</u>	<u>\$ 49,600</u>	<u>\$ 56,500</u>	<u>\$ 58,300</u>
MAINTENANCE AND OPERATIONS						
Office Supplies	001-042-40100	\$ 3,203	\$ 4,000	\$ 2,800	\$ 2,800	\$ 2,900
Memberships and Dues	001-042-40300	2,165	2,600	2,600	2,600	2,600
Training & Meetings	001-042-40400	2,205	6,000	4,000	4,000	4,100
Contract Professional	001-042-44000	61,662	37,000	23,000	25,000	25,500
TOTAL MAINTENANCE AND OPERATIONS		<u>\$ 69,235</u>	<u>\$ 49,600</u>	<u>\$ 32,400</u>	<u>\$ 34,400</u>	<u>\$ 35,100</u>
CAPITAL OUTLAY						
Vehicle/Equipment Replacement	001-042-47010	\$ -	\$ -	\$ -	\$ 3,500	\$ 3,500
TOTAL CAPITAL OUTLAY		<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ 3,500</u>	<u>\$ 3,500</u>
TOTAL EXPENDITURES		<u>\$ 105,660</u>	<u>\$ 89,700</u>	<u>\$ 82,000</u>	<u>\$ 94,400</u>	<u>\$ 96,900</u>



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STORM DRAINS

**Managing Department Head:**

Director of Public Works

Mission Statement

To ensure proper conveyance of storm water for flood protection while maintaining mandated levels of ocean water quality.

Primary Activities

Maintenance - inspecting, cleaning, maintaining, and tracking catch basins, catch basin filters, catch basin screens, storm drains, culverts, and other storm water conveyances, maintaining and operating a storm water pumping station, testing of debris trapped in catch basins. Engineering - compliance and enforcement of Federal, State, and local regulations for the protection of water quality, implementation of the city's NPDES Local Implementation Plan (LIP) and the Drainage Area Master Plan (DAMP), compiling annual Program Effectiveness Reports, plan checking and site checking storm drains, and implementation of Best Management Practices, attend mandated storm water meetings, issuance of Notice of Violations and public education for water quality protection.

Capital Improvement Program - Identify projects; seek and secure project funds; coordinate and manage design consultants; prepare project budgets, estimates, designs and specifications; review plans; coordinate with other departments and agencies; conduct community meetings and prepare presentations and press releases; prepare council reports for advertisement, award, and completion of each project; administer construction management; inspection and quality assurance; respond to the public inquiries; adhere to multi-agency funding and environmental requirements; negotiate change order, claims, and disputes; prepare progress reports and payments; and prepare record drawings and project closeouts.

Objectives

- Maintains the existing storm drain infrastructure of over 200 catch basins, several thousand linear feet of storm drains, and the West End Pump Station.
- Performs inspection and maintenance of storm drain filters and screens. Each catch basin is inspected and cleaned at least twice per year. In addition, the Division has started installing catch basin screens which will require installation every spring and removal every fall.
- The Santa Ana Regional Water Quality Control Board is in the process of issuing a new NPDES permit for the County of Orange and its' co-permittees. Compliance with the new permit may require expenditures not contemplated in this budget.

DEPARTMENT: Public Works - Storm Drains
 FUND: 001 General Fund

Account Code: 001-043

	2007-2008 Actual	2008-2009 Revised Budget	2008-2009 Estimated	2009-2010 Adopted Budget	2010-2011 Adopted Budget
Personnel Services	\$ 151,316	\$ 174,270	\$ 153,200	\$ 170,600	\$ 176,300
Maintenance and Operations	116,159	194,000	161,700	154,600	153,900
Capital Outlay	-	29,300	29,300	100	100
TOTAL	\$ 267,475	\$ 397,570	\$ 344,200	\$ 325,300	\$ 330,300

ACCOUNT NUMBER EXPLANATION

40001	Full-time Salaries	Director of Public Works - 0.05 City Engineer - 0.10 Associate Engineer - 0.25 Assistant Engineer - 0.20 Maintenance Service Manager - 0.05 Executive Assistant - 0.10 Electrician - 0.05 Maintenance Service Supervisor - 0.10 Sr. Maintenance Worker - 0.20 Maintenance Worker - 0.20 Water Services Supervisor - 0.05
40003	Over-time	Provides for personnel overtime
40004	Part-time	Provides for personnel part-time
40010	Deferred Comp - Cafeteria	Funds budgeted in this account are a component of employee benefit costs.
40011	Deferred Compensation	Funds budgeted in this account include pro rata share of employee benefit costs.
40012	Pers Retirement	Funds budgeted in this account are a component of employee benefit costs.
40013	Pars Retirement	Funds budgeted in this account include pro rata share of employee benefits costs.
40014	Medical Insurance	Funds budgeted in this account are component of employee benefit costs.
40015	AFLAC Cafeteria	Funds budgeted in this account are a component of employee benefit costs.
40017	Medicare Insurance	Funds budgeted in this account are a component of employee benefit costs.
40018	Life and Disability	Funds budgeted in this account are a component of employee benefit costs.
40700	Equipment/materials	Pump Station parts, catch basin grates, and placards.
41010	Gas	Natural gas for West End Emergency generator installed in 2008.
41020	Electricity	Electricity for West End Pump Station.
44000	Contract Professional Svcs	NPDES program, catch basin cleaning, NPDES advertising, catch basin testing, storm drain video inspection, catch basin filter replacement, and West End switch gear.
45000	Intergovernmental	State Water Resource Control Board, NPDES Permit County Orange, AQMD, and LA County tax property.
47010	Vehicle/Equipment Replacement	Transfer out to Vehicle/Equipment Replacement fund 021.

DEPARTMENT: Public Works - Storm Drains Account Code: 001-043
 FUND: 001 General Fund

Description	Account Number	2007-2008 Actual	2008-2009 Revised Budget	2008-2009 Estimated	2009-2010 Adopted Budget	2010-2011 Adopted Budget
PERSONNEL SERVICES						
Full-Time Salaries	001-043-40001	\$ 108,626	\$ 124,300	\$ 107,600	\$ 122,900	\$ 127,800
Overtime	001-043-40003	794	-	500	1,000	1,000
Part-Time	001-043-40004	7,868	8,000	8,000	8,000	8,000
Deferred Comp - Cafeteria	001-043-40010	422	-	900	900	900
Deferred Compensation	001-043-40011	2,394	3,000	2,500	2,700	2,800
Pers Retirement	001-043-40012	14,007	17,200	15,600	17,800	18,500
Pars Retirement	001-043-40013	172	170	200	100	100
Medical Insurance	001-043-40014	14,302	18,200	14,400	13,100	13,100
AFLAC Cafeteria	001-043-40015	31	-	100	100	100
Medicare Insurance	001-043-40017	1,221	1,600	1,800	2,200	2,200
Life and Disability	001-043-40018	1,469	1,800	1,600	1,800	1,800
Flexible Spending	001-043-40022	10	-	-	-	-
TOTAL PERSONNEL SERVICES		\$ 151,316	\$ 174,270	\$ 153,200	\$ 170,600	\$ 176,300
MAINTENANCE AND OPERATIONS						
Equipment/Materials	001-043-40700	\$ 3,511	\$ 4,000	\$ 2,000	\$ 4,000	\$ 4,000
Gas	001-043-41010	-	-	-	500	500
Electricity	001-043-41020	6,082	15,000	11,700	13,100	10,400
Contract Professional	001-043-44000	76,103	127,000	100,000	100,000	102,000
Intergovernmental	001-043-45000	30,463	48,000	48,000	37,000	37,000
TOTAL MAINTENANCE AND OPERATIONS		\$ 116,159	\$ 194,000	\$ 161,700	\$ 154,600	\$ 153,900
CAPITAL OUTLAY						
Vehicle/Equipment Replacement	001-043-47010	\$ -	\$ -	\$ -	\$ 100	\$ 100
Machinery & Equipment	001-043-48050	-	29,300	29,300	-	-
TOTAL CAPITAL OUTLAY		\$ -	\$ 29,300	\$ 29,300	\$ 100	\$ 100
TOTAL EXPENDITURES		\$ 267,475	\$ 397,570	\$ 344,200	\$ 325,300	\$ 330,300



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STREET MAINTENANCE



Managing Department Head:
Director of Public Works

Mission Statement

To maintain infrastructure and provide clean and safe roadways, signals, sidewalk, medians, and traffic signage and striping within the public right of way and to promote efficient flow of traffic by providing safe, reliable, cost effective signalization of our roadways.

Primary Activities

Regular activities - Maintenance - sidewalk and gutter patching, pothole repair, road maintenance, traffic markings and signage, paver installation, street litter, Underground Service Alert marking. Engineering - Capital Improvement program (CIP), development review, plan checks, reports, coordinate, budget, permit all activities for street facilities including bridges, overcrossings, streets, sidewalks, curbs, gutters, patching, striping, medians, traffic signal construction, maintenance and repairs, street lighting, street sweeping, street tree trimming and installation; Contract Administration: street patching, striping, sweeping, traffic signals, median and parkway maintenance and senior bus program; Development plan check - utility plans, streets, storm water pollution prevention plans, best management practices; Permits - street excavation, dumpsters/street obstruction, tree planting and removal, cranes, monitoring wells, and traffic control; Routine - respond to public, council and other agency requests for information on plans, permits, CIP, and standard plans; track all street related service requests; prepare maps and blue prints; manage and update the geographic information system, and manage and file over 7000 record drawings; administer the pavement management system; apply for all available grant funding sources; manage various funding sources; and provide support for other public works divisions. This budget includes increases in service for street tree trimming and for Main Street sidewalk cleaning. The cost of City support for community events such as the car show and 10k run are now included in this cost center.

Objectives

- The Public Works Department oversees contract services such as street sweeping, street tree trimming, median and parkway landscape maintenance, traffic signal maintenance, street patching and striping, and the operation of the senior bus. These contracts are managed under the direction of the Maintenance Services Manager.
- The maintenance crews of the department will continue with routine maintenance such as patching of sidewalks, gutters, potholes, and signs. In-house crews have replaced damaged sidewalk with pavers around mature ficus trees at a rate of one location per month and will continue to work at other high pedestrian locations.
- The City Engineer is continuing to manage the city's aggressive CIP program. The division is moving forward to rehabilitate the City's street infrastructure, meet ocean and water quality goals, adhere to new regulatory mandates, provide enhanced information and services to the public on the internet, apply for available grant funding and to continue to update the Geographical Information System (GIS) as a tool for staff and the public. Street paving has become an issue with the community and much progress has been made in the past few years.
- A large portion of the costs for the CIP is allocated to the following projects: local residential street paving projects, signal improvement, trees, and arterial rehabilitation projects.

DEPARTMENT: Public Works- Street Maintenance
 FUND: 001 General Fund

Account Code: 001-044

	2007-2008 Actual	2008-2009 Revised Budget	2008-2009 Estimated	2009-2010 Adopted Budget	2010-2011 Adopted Budget
Personnel Services	\$ 457,083	\$ 501,700	\$ 445,700	\$ 495,200	\$ 512,700
Maintenance and Operations	398,519	513,000	322,000	490,500	306,400
Capital Outlay	-	-	-	36,200	36,200
TOTAL	\$ 855,602	\$ 1,014,700	\$ 767,700	\$ 1,021,900	\$ 855,300

ACCOUNT NUMBER EXPLANATION

40001	Full-time Salaries	Director of Public Works - 0.25 City Engineer - 0.25 Associate Engineer - 0.25 Assistant Engineer - 0.30 Executive Assistant - 0.50 Maintenance Service Manager - 0.25 Maintenance Service Supervisor - 0.75 Electrician - 0.10 Senior Maintenance Worker - 0.45 Maintenance Worker - 1.70
40003	Over-time	Provides for personnel overtime
40004	Part-time	Provides for personnel part time
40010	Deferred Comp - Cafeteria	Funds budgeted in this account are part of employee benefits costs.
40011	Deferred Compensation	Funds budgeted in this account include this benefit's pro rata share of employee benefits costs.
40012	Pers Retirement	Funds budgeted in this account are part of employee benefits costs.
40013	Pars Retirement	Funds budgeted in this account include this benefit's pro rata share of employee benefits costs.
40014	Medical Insurance	Funds budgeted in this account are part of employee benefits costs.
40015	AFLAC Cafeteria	Funds budgeted in this account are part of employee benefits costs.
40017	Medicare Insurance	Funds budgeted in this account are part of employee benefits costs.
40018	Life and Disability	Funds budgeted in this account are part of employee benefits costs.
40700	Equipment/materials	Asphalt hot/cold mix, traffic signs, graffiti, signal supplies, pavers, banner poles, equipment, materials, and tools hardware.
40801	Street Sweeping	Provides street sweeping.
41020	Electricity	Electricity services.
44000	Contract Professional Svcs	Traffic signal repairs, trash Main St., Pavement mgmt on call consulting, landscape medians, parkways, forestry service, signal monthly maintenance, and full depth patching, street tree trimming and annual trimming of fast growth areas.
47010	Vehicle/Equipment Replacement	Transfer out to Vehicle/Equipment Replacement fund 021.

DEPARTMENT:		Public Works- Street Maintenance			Account Code: 001-044	
FUND:		001 General Fund				
Description	Account Number	2007-2008 Actual	2008-2009 Revised Budget	2008-2009 Estimated	2009-2010 Adopted Budget	2010-2011 Adopted Budget
PERSONNEL SERVICES						
Full - Time Salaries	001-044-40001	\$ 336,461	\$ 366,300	\$ 320,500	\$ 364,700	\$ 379,300
Overtime	001-044-40003	4,200	2,000	2,000	6,000	6,000
Part - Time	001-044-40004	12,656	8,000	10,100	8,000	8,000
Deferred Comp - Cafeteria	001-044-40010	1,378	-	2,700	2,700	2,700
Deferred Compensation	001-044-40011	6,373	7,900	6,900	7,300	7,600
Pers Retirement	001-044-40012	42,596	50,600	46,400	52,800	54,900
Pars Retirement	001-044-40013	235	200	200	200	200
Medical Insurance	001-044-40014	45,736	58,000	46,600	42,000	42,000
AFLAC Cafeteria	001-044-40015	91	-	200	200	200
Medicare Insurance	001-044-40017	2,933	3,500	5,300	6,000	6,300
Life and Disability	001-044-40018	4,408	5,200	4,800	5,300	5,500
Flexible Spending - Cafeteria	001-044-40022	16	-	-	-	-
TOTAL PERSONNEL SERVICES		\$ 457,083	\$ 501,700	\$ 445,700	\$ 495,200	\$ 512,700
MAINTENANCE AND OPERATIONS						
Equipment/Materials	001-044-40700	\$ 31,307	\$ 46,000	\$ 21,000	\$ 40,000	\$ 40,000
Special Departmental	001-044-40800	44,181	36,000	36,000	64,000	-
Street Sweeping	001-044-40801	40,853	46,000	40,000	46,000	48,000
Electricity	001-044-41020	13,971	21,000	15,000	18,000	18,400
Contract Professional	001-044-44000	268,207	364,000	210,000	322,500	200,000
TOTAL MAINTENANCE AND OPERATIONS		\$ 398,519	\$ 513,000	\$ 322,000	\$ 490,500	\$ 306,400
CAPITAL OUTLAY						
Vehicle/Equipment Replacement	001-044-47010	\$ -	\$ -	\$ -	\$ 36,200	\$ 36,200
TOTAL CAPITAL OUTLAY		\$ -	\$ -	\$ -	\$ 36,200	\$ 36,200
TOTAL EXPENDITURES		\$ 855,602	\$ 1,014,700	\$ 767,700	\$ 1,021,900	\$ 855,300



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LANDSCAPE MAINTENANCE

**Managing Department Head:**

Director of Public Works

Mission Statement

To maintain the city's parks, entryways, and other city owned lands in a clean, safe, and cost effective manner.

Primary Activities

Contract activities include trimming & planting park trees; mowing grass, fixing irrigation lines, playground equipment inspection and maintenance, pesticide application, weed abatement, remove trash in parks and tract entries, and maintenance of portable restrooms.

Capital Improvement Program - Parks and Playgrounds - identify projects; seek and secure project funding; coordinate and manage design consultants; prepare project budgets, estimates, designs and specifications; review plans; conduct community meetings and prepare presentations and press releases; prepare council reports for advertisement, award, and completion of each project; administer construction management; inspection and quality assurance; respond to the public inquiries; adhere to multi-agency funding and environmental requirements; negotiate change orders, claims, and disputes; prepare record progress reports and payments; and prepare record drawings and project closeouts.

Objectives

- The majority of this division is contracted out and managed by the Public Works Department employees.
- The landscaping maintenance contract has been bid to obtain the lowest prices available through formal competition.

DEPARTMENT: Public Works- Landscape Maintenance
 FUND: 001 General Fund

Account Code: 001-049

	<u>2007-2008</u> <u>Actual</u>	<u>2008-2009</u> <u>Revised</u> <u>Budget</u>	<u>2008-2009</u> <u>Estimated</u>	<u>2009-2010</u> <u>Adopted</u> <u>Budget</u>	<u>2010-2011</u> <u>Adopted</u> <u>Budget</u>
Personnel Services	\$ 38,506	\$ 45,600	\$ 33,900	\$ 34,000	\$ 35,300
Maintenance and Operations	198,615	270,000	198,200	196,600	201,300
Capital Outlay	-	-	-	3,000	3,000
TOTAL	<u>\$ 237,121</u>	<u>\$ 315,600</u>	<u>\$ 232,100</u>	<u>\$ 233,600</u>	<u>\$ 239,600</u>

ACCOUNT NUMBER EXPLANATION

40001	Full-time Salaries	Director of Public Works Maintenance Service Supervisor City Engineer Electrician	- 0.05 - 0.10 - 0.05 - 0.05
40010	Deferred Comp - Cafeteria	Funds budgeted in this account are part of employee benefits costs.	
40011	Deferred Compensation	Funds budgeted in this account include this benefit's pro rata share of employee benefits costs.	
40012	Pers Retirement	Funds budgeted in this account are part of employee benefits costs. employee benefits costs.	
40014	Medical Insurance	Funds budgeted in this account are part of employee benefits costs.	
40017	Medicare Insurance	Funds budgeted in this account are part of employee benefits costs.	
40018	Life and Disability	Funds budgeted in this account are part of employee benefits costs.	
40700	Equipment/materials	Playground equipment, signs, trash containers and drinking fountains.	
41020	Electricity	Electricity at Parks.	
44000	Contract Professional Svcs	Park landscape maintenance/repairs, park fence repairs, playground safety repairs/maintenance, portable restrooms, pest control, lighting repairs and park trees.	
47010	Vehicle/Equipment Replacement	Transfer out to Vehicle/Equipment Replacement fund 021.	

DEPARTMENT: Public Works- Landscape Maintenance
 FUND: 001 General Fund

Account Code: 001-049

Description	Account Number	2007-2008 Actual	2008-2009 Revised Budget	2008-2009 Estimated	2009-2010 Adopted Budget	2010-2011 Adopted Budget
PERSONNEL SERVICES						
Full Time Salaries	001-049-40001	\$ 29,163	\$ 34,500	\$ 24,400	\$ 26,400	\$ 27,500
Overtime	001-049-40003	1,010	1,000	700	-	-
Part - Time	001-049-40004	647	-	1,400	-	-
Deferred Comp - Cafeteria	001-049-40010	116	-	200	200	200
Deferred Comp	001-049-40011	699	1,000	600	700	700
Pers Retirement	001-049-40012	3,651	4,800	3,500	3,800	4,000
Pars Retirement	001-049-40013	11	-	100	-	-
Medical Insurance	001-049-40014	2,534	3,400	2,300	2,100	2,100
Medicare Insurance	001-049-40017	298	400	400	400	400
Life and Disability	001-049-40018	371	500	300	400	400
Flexible Spending - Cafeteria	001-049-40022	6	-	-	-	-
TOTAL PERSONNEL SERVICES		<u>\$ 38,506</u>	<u>\$ 45,600</u>	<u>\$ 33,900</u>	<u>\$ 34,000</u>	<u>\$ 35,300</u>
MAINTENANCE AND OPERATIONS						
Equipment/Materials	001-049-40700	\$ 4,050	\$ 6,000	\$ 4,500	\$ 4,600	\$ 4,700
Electricity	001-049-41020	12,869	12,000	13,700	12,000	13,000
Contract Professional	001-049-44000	181,696	252,000	180,000	180,000	183,600
TOTAL MAINTENANCE AND OPERATIONS		<u>\$ 198,615</u>	<u>\$ 270,000</u>	<u>\$ 198,200</u>	<u>\$ 196,600</u>	<u>\$ 201,300</u>
CAPITAL OUTLAY						
Vehicle/Equipment Replacement	001-049-47010	\$ -	\$ -	\$ -	\$ 3,000	\$ 3,000
TOTAL CAPITAL OUTLAY		<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ 3,000</u>	<u>\$ 3,000</u>
TOTAL EXPENDITURES		<u>\$ 237,121</u>	<u>\$ 315,600</u>	<u>\$ 232,100</u>	<u>\$ 233,600</u>	<u>\$ 239,600</u>



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FLEET MAINTENANCE

**Managing Department Head:**

Director of Public Works

Mission Statement

To ensure that City Vehicles and Equipment are available, dependable, safe to operate, cost effective, and energy efficient.

Primary Activities

Routine Activities - primary activities include tune-ups, brake work, fuel system service, electrical system service, mount, balance, and repair tires, transmission service, smog service, diesel and gasoline engine overhauls, welding and fabrication, safety inspection, interior or exterior repair, procurement of parts and materials, bid specifications, suspension service, vehicle modifications and the purchase of fuel.

Objectives

- The City has introduced a vehicle/equipment replacement enterprise fund. The various departments and divisions will pay into the fund each year to recognize the annual cost of operating the vehicles needed to carry out their mission and also to have funds available to replace vehicles and equipment when necessary.
- Maintenance is completed using one full time mechanic. Part time mechanics are contracted as workload increases during peak periods.
- The cost of fuel has fluctuated wildly during the previous budget year. Gasoline expense estimates are based on a per gallon cost of \$2.50. Funding for this Division is 100% General Fund.

DEPARTMENT: Public Works - Fleet Maintenance
 FUND: 001 General Fund

Account Code: 001-050

	2007-2008 Actual	2008-2009 Revised Budget	2008-2009 Estimated	2009-2010 Adopted Budget	2010-2011 Adopted Budget
Personnel Services	\$ 90,185	\$ 96,650	\$ 99,200	\$ 100,200	\$ 104,000
Maintenance and Operations	193,690	238,000	184,600	189,100	193,100
Capital Outlay	154,933	185,000	185,000	2,000	2,000
TOTAL	\$ 438,808	\$ 519,650	\$ 468,800	\$ 291,300	\$ 299,100

ACCOUNT NUMBER EXPLANATION

40001	Full-time Salaries	Director of Public Works - 0.05 Equipment Supervisor - 0.80 Executive Assistant - 0.10 Maintenance Services Manager - 0.05
40010	Deferred Comp - Cafeteria	Funds budgeted in this account are part of employee benefits costs.
40011	Deferred Compensation	Funds budgeted in this account include this benefit's pro rata share of employee benefits costs.
40012	Pers Retirement	Funds budgeted in this account are part of employee benefits costs.
40014	Medical Insurance	Funds budgeted in this account are part of employee benefits costs.
40017	Medicare Insurance	Funds budgeted in this account are part of employee benefits costs.
40018	Life and Disability	Funds budgeted in this account are part of employee benefits costs.
40700	Equipment/materials	Auto parts and materials to maintain approx 100 vehicles and equipment.
40800	Special Departmental	Fuel, gasoline, diesel, natural gas for police, lifeguard/admin vehicles
44000	Contract Professional Svcs	Motorcycle maintenance, waste oil disposal, uniforms, contract mechanics and contract auto maintenance.
47010	Vehicle/Equipment Replacement	Transfer out to Vehicle/Equipment Replacement fund 021.

DEPARTMENT: Public Works - Fleet Maintenance
 FUND: 001 General Fund

Account Code: 001-050

Description	Account Number	2007-2008 Actual	2008-2009 Revised Budget	2008-2009 Estimated	2009-2010 Adopted Budget	2010-2011 Adopted Budget
PERSONNEL SERVICES						
Full-time Salaries	001-050-40001	\$ 71,158	\$ 74,400	\$ 76,200	\$ 77,500	\$ 80,600
Overtime	001-050-40003	-	250	200	-	-
Deferred Comp-Cafeteria	001-050-40010	698	-	1,200	1,000	1,000
Deferred Compensation	001-050-40011	1,301	1,400	1,400	1,400	1,500
Pers Retirement	001-050-40012	9,637	10,300	11,000	11,200	11,600
Medical Insurance	001-050-40014	6,212	9,000	6,700	6,800	6,800
Medicare Insurance	001-050-40017	174	200	1,400	1,200	1,300
Life and Disability	001-050-40018	1,005	1,100	1,100	1,100	1,200
TOTAL PERSONNEL SERVICES		<u>\$ 90,185</u>	<u>\$ 96,650</u>	<u>\$ 99,200</u>	<u>\$ 100,200</u>	<u>\$ 104,000</u>
MAINTENANCE AND OPERATIONS						
Equipment/materials	001-050-40700	\$ 30,255	\$ 30,000	\$ 32,100	\$ 30,600	\$ 30,600
Special Departmental	001-050-40800	135,277	141,000	130,500	128,500	131,000
Contract Professional Svcs	001-050-44000	28,158	67,000	22,000	30,000	31,500
TOTAL MAINTENANCE AND OPERATIONS		<u>\$ 193,690</u>	<u>\$ 238,000</u>	<u>\$ 184,600</u>	<u>\$ 189,100</u>	<u>\$ 193,100</u>
CAPITAL OUTLAY						
Vehicle/Equipment Replacement	001-050-47010	\$ -	\$ -	\$ -	\$ 2,000	\$ 2,000
Vehicle/Equipment	001-050-48075	154,933	185,000	185,000	-	-
TOTAL CAPITAL OUTLAY		<u>\$ 154,933</u>	<u>\$ 185,000</u>	<u>\$ 185,000</u>	<u>\$ 2,000</u>	<u>\$ 2,000</u>
TOTAL EXPENDITURES		<u>\$ 438,808</u>	<u>\$ 519,650</u>	<u>\$ 468,800</u>	<u>\$ 291,300</u>	<u>\$ 299,100</u>



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REFUSE SERVICES



Managing Department Head:

Assistant to the City Manager/Director of Public Works

Mission Statement

Refuse services contribute to the health and well being of the community by routinely collecting trash and implementing a recycling program.

Primary Activities

Refuse services provide residents with weekly trash collection, implementation of Source Reduction and Recycling Element and Household Hazardous Waste Element programs.

Objectives

- The City contracts their refuse services with Allied Services, Inc., a private corporation.

DEPARTMENT: Public Works - Refuse
 FUND: 001 General Fund

Account Code: 001-051

	2007-2008 Actual	2008-2009 Revised Budget	2008-2009 Estimated	2009-2010 Adopted Budget	2010-2011 Adopted Budget
Maintenance and Operations	\$ 973,056	\$ 910,000	\$ 982,500	\$ 982,500	\$ 982,500
TOTAL	\$ 973,056	\$ 910,000	\$ 982,500	\$ 982,500	\$ 982,500

ACCOUNT NUMBER EXPLANATION

44000 Contract Professional Svcs Allied Disposal

DEPARTMENT: Public Works - Refuse
 FUND: 001 General Fund

Account Code: 001-051

Description	Account Number	2007-2008 Actual	2008-2009 Revised Budget	2008-2009 Estimated	2009-2010 Adopted Budget	2010-2011 Adopted Budget
MAINTENANCE AND OPERATIONS						
Contract Professional Refuse	001-051-44000	\$ 973,056	\$ 910,000	\$ 982,500	\$ 982,500	\$ 982,500
TOTAL MAINTENANCE AND OPERATIONS		\$ 973,056	\$ 910,000	\$ 982,500	\$ 982,500	\$ 982,500
TOTAL EXPENDITURES		\$ 973,056	\$ 910,000	\$ 982,500	\$ 982,500	\$ 982,500



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BUILDING & FACILITIES MAINTENANCE

**Managing Department Head:**

Director of Public Works

Mission Statement

Maintain clean and safe government facilities in a cost effective manner for citizens, visitors and City Staff.

Primary Activities

Regular activities - activities include janitorial, elevators, roofing, heating, air conditioning, water, electrical, plumbing, light fixtures, windows, carpeting, doors, locks, cabinets and furniture, phone system, interior and exterior walls, pest control, termites, fumigation, pool maintenance, landscaping maintenance at buildings/facilities and overall aesthetics.

Capital Improvement Program: Buildings and Grounds - Determine projects; seek and secure grant funds; coordinate and manage design consultants; prepare project budgets, estimates, designs and specifications; review plans; conduct community meetings and prepare presentations and press releases; prepare council reports for advertisements, award, and completion of each project; administer construction management; inspection and quality assurance; respond to the public inquiries; adhere to multi-agency funding and environmental requirements; negotiate change orders, claims, and disputes; prepare progress reports and payments; and prepare record drawings and project closeouts.

Objectives

- On March 22, 2004, City council authorized a Facility Condition Assessment of all city owned facilities. The assessment is used to identify repairs and upgrades, determine estimated repair costs, determine required Americans with Disabilities Act (ADA) upgrades and create both a master maintenance and capital improvement plan. Projects and repairs include roofs, architectural, civil, structural, mechanical, and electrical components of each city facility. Staff continues efforts to address issues identified in this assessment.
- Funding for the work to be done in-house or by small contract is included in this budget. Other work was proposed in the Capital Improvement section.
- The objective is to maintain clean, safe government facilities for the public, visitors and City Staff. Funding for this Division is 100% General Fund.

DEPARTMENT: Public Works - Building Maintenance
 FUND: 001 General Fund

Account Code: 001-052

	2007-2008 Actual	2008-2009 Revised Budget	2008-2009 Estimated	2009-2010 Adopted Budget	2010-2011 Adopted Budget
Personnel Services	\$ 94,291	\$ 95,500	\$ 99,800	\$ 105,100	\$ 109,000
Maintenance and Operations	358,745	411,800	388,800	411,100	412,100
Debt Service	100,493	102,525	102,500	105,300	109,100
Capital Outlay	-	-	-	3,600	3,600
TOTAL	\$ 553,529	\$ 609,825	\$ 591,100	\$ 625,100	\$ 633,800

ACCOUNT NUMBER EXPLANATION

40001	Full-time Salaries	Director of Public Works - 0.05 City Engineer - 0.05 Executive Assistant - 0.10 Electrician - 0.10 Maintenance Workers II - 0.05 Maintenance Services Manager - 0.05 Maintenance Services Supervisor - 0.10 Senior Maintenance Worker - 0.05
40003	Over-time	Provides for personnel overtime
40010	Deferred Comp - Cafeteria	Funds budgeted in this account are part of employee benefits costs.
40011	Deferred Compensation	Funds budgeted in this account include this benefit's pro rata share of employee benefits costs.
40012	Pers Retirement	Funds budgeted in this account are part of employee benefits costs.
40014	Medical Insurance	Funds budgeted in this account are part of employee benefits costs.
40017	Medicare Insurance	Funds budgeted in this account are part of employee benefits costs.
40018	Life and Disability	Funds budgeted in this account are part of employee benefits costs.
40700	Equipment/materials	Electrical plumbing, paint, roofing and pool supplies.
41000	Telephone	Telephone expense related to the City.
41010	Gas	Gas expense related to the City.
41020	Electricity	Electricity expense related to the City.
44000	Contract Professional Svcs	Elevator service, HVAC service repairs, electrical repairs, building roof repairs, pool maintenance, building plumbing, janitorial City Hall/Public Yards/Police, facilities landscape, pest control.
47010	Vehicle/Equipment Replacement	Transfer out to Vehicle/Equipment Replacement fund 021.
47444	Lease Payments	Debt service lease payments - City National Bank.
47999	Interest Payments	Debt service interest payments - City National Bank.

DEPARTMENT: Public Works - Building Maintenance
 FUND: 001 General Fund

Account Code: 001-052

Description	Account Number	2007-2008 Actual	2008-2009 Revised Budget	2008-2009 Estimated	2009-2010 Adopted Budget	2010-2011 Adopted Budget
PERSONNEL SERVICES						
Full-time Salaries	001-052-40001	\$ 72,019	\$ 74,000	\$ 75,700	\$ 81,000	\$ 84,200
Overtime	001-052-40003	2,785	1,000	1,000	1,000	1,000
Part-time	001-052-40004	44	-	-	-	-
Deferred Comp - Cafeteria	001-052-40010	335	-	600	600	600
Deferred Compensation	001-052-40011	1,256	1,600	1,400	1,500	1,500
Pers Retirement	001-052-40012	9,082	10,200	10,900	11,300	11,800
Medical Insurance	001-052-40014	7,568	7,500	7,900	7,400	7,400
Medicare Insurance	001-052-40017	257	100	1,200	1,200	1,300
Life and Disability	001-052-40018	945	1,100	1,100	1,100	1,200
TOTAL PERSONNEL SERVICES		\$ 94,291	\$ 95,500	\$ 99,800	\$ 105,100	\$ 109,000
MAINTENANCE AND OPERATIONS						
Equipment/materials	001-052-40700	\$ 15,540	\$ 20,000	\$ 18,800	\$ 20,000	\$ 20,400
Telephone	001-052-41000	24,222	31,000	35,800	31,600	32,200
Gas	001-052-41010	6,409	7,800	5,500	6,500	6,500
Electricity	001-052-41020	48,956	54,000	50,000	54,000	54,000
Contract Professional Svcs	001-052-44000	263,618	299,000	278,700	299,000	299,000
TOTAL MAINTENANCE AND OPERATIONS		\$ 358,745	\$ 411,800	\$ 388,800	\$ 411,100	\$ 412,100
DEBT SERVICE PAYMENT						
Lease Payments	001-052-47444	\$ 70,567	\$ 76,425	\$ 76,400	\$ 83,400	\$ 91,700
Interest Payments	001-052-47999	29,926	26,100	26,100	21,900	17,400
TOTAL DEBT SERVICE PAYMENT		\$ 100,493	\$ 102,525	\$ 102,500	\$ 105,300	\$ 109,100
CAPITAL OUTLAY						
Vehicle/Equipment Replacement	001-052-47010	\$ -	\$ -	\$ -	\$ 3,600	\$ 3,600
TOTAL CAPITAL OUTLAY		\$ -	\$ -	\$ -	\$ 3,600	\$ 3,600
TOTAL EXPENDITURES		\$ 553,529	\$ 609,825	\$ 591,100	\$ 625,100	\$ 633,800



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AIR QUALITY IMPROVEMENT

**Managing Department Head:**

Director of Public Works

Mission Statement

The Air Quality Improvement Program Fund accounts for supplemental vehicle license fee revenue distributed to Cities by the South Coast Air Quality Management District pursuant to Assembly Bill 2766. Expenditures are limited to programs, which will reduce air pollution by reducing, directly or indirectly, mobile source emission pollutants (i.e. trip reduction, transit and traffic flow improvements, alternative fuel vehicles).

Primary Activities

This program funds the transportation of seniors through the Orange County Senior Transportation Program. This program funds the transportation & mobility of seniors citywide to reduce emissions, vehicle trips and improving air quality.

Objectives

- The objective of this program is to ensure the highest activity for seniors having a low financial impact to the City.
- Monitor and review the contract agreement and determine if a new provider is needed based on increases in recent fuel prices.

DEPARTMENT: Public Works - Air Quality Improvement Program/AB2766
 FUND: 012 AQMD Fund

Account Code: 012-700

	<u>2007-2008</u> <u>Actual</u>	<u>2008-2009</u> <u>Revised</u> <u>Budget</u>	<u>2008-2009</u> <u>Estimated</u>	<u>2009-2010</u> <u>Adopted</u> <u>Budget</u>	<u>2010-2011</u> <u>Adopted</u> <u>Budget</u>
Maintenance and Operations	\$ 26,768	\$ 31,850	\$ 26,300	\$ 31,000	\$ 31,000
Capital Outlay	-	-	-	800	800
TOTAL	<u>\$ 26,768</u>	<u>\$ 31,850</u>	<u>\$ 26,300</u>	<u>\$ 31,800</u>	<u>\$ 31,800</u>

ACCOUNT NUMBER EXPLANATION

41020	Electricity	Electricity expense related to the City.
44000	Contract Professional Svcs	Senior transportation program.
47010	Vehicle/Equipment Replacement	Transfer out to Vehicle/Equipment Replacement Fund 021

DEPARTMENT: Public Works - Air Quality Improvement Program/AB2766 Account Code: 012-700
 FUND: 012 AQMD Fund

Description	Account Number	2007-2008 Actual	2008-2009 Revised Budget	2008-2009 Estimated	2009-2010 Adopted Budget	2010-2011 Adopted Budget
MAINTENANCE AND OPERATIONS						
Electricity	012-700-41020	\$ 298	\$ 350	\$ 300	\$ 400	\$ 500
Contract Prof Svcs	012-700-44000	26,470	31,500	26,000	30,600	30,500
TOTAL MAINTENANCE AND OPERATIONS		<u>\$ 26,768</u>	<u>\$ 31,850</u>	<u>\$ 26,300</u>	<u>\$ 31,000</u>	<u>\$ 31,000</u>
CAPITAL OUTLAY						
Vehicle/Equipment Replacement	012-000-47010	\$ -	\$ -	\$ -	\$ 800	\$ 800
TOTAL CAPITAL OUTLAY		<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ 800</u>	<u>\$ 800</u>
TOTAL EXPENDITURES		<u>\$ 26,768</u>	<u>\$ 31,850</u>	<u>\$ 26,300</u>	<u>\$ 31,800</u>	<u>\$ 31,800</u>

DEPARTMENT: Public Works - Park & Rec
 FUND: 016 Park Improvement

Account Code: 016-800

	2007-2008 Actual	2008-2009 Revised Budget	2008-2009 Estimated	2009-2010 Adopted Budget	2010-2011 Adopted Budget
Maintenance and Operations	\$ 50,233	\$ -	\$ -	\$ -	\$ -
TOTAL	\$ 50,233	\$ -	\$ -	\$ -	\$ -

ACCOUNT NUMBER EXPLANATION

DEPARTMENT: Public Works - Park & Rec
 FUND: 016 Park Improvement

Account Code: 016-800

Description	Account Number	2007-2008 Actual	2008-2009 Revised Budget	2008-2009 Estimated	2009-2010 Adopted Budget	2010-2011 Adopted Budget
MAINTENANCE AND OPERATIONS						
Transfer Out	016-800-47000	\$ 50,233	\$ -	\$ -	\$ -	\$ -
TOTAL MAINTENANCE AND OPERATIONS		<u>\$ 50,233</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>
TOTAL EXPENDITURES		<u>\$ 50,233</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>

DEPARTMENT: Public Works
 FUND: 040 Gas Tax

Account Code: 040-090

	2007-2008 Actual	2008-2009 Revised Budget	2008-2009 Estimated	2009-2010 Adopted Budget	2010-2011 Adopted Budget
Maintenance and Operations	\$ 316,510	\$ 483,100	\$ 483,100	\$ 640,000	\$ 610,000
TOTAL	\$ 316,510	\$ 483,100	\$ 483,100	\$ 640,000	\$ 610,000

ACCOUNT NUMBER EXPLANATION

				2009-2010	2010-2011
47000	Transfer Out	Transfer to General Fund for project:	ST004	160,000	160,000
			ST002	30,000	-
			ST006	150,000	150,000
		Street Maintenance		300,000	300,000

DEPARTMENT: Public Works Account Code: 040-090
 FUND: 040 Gas Tax

Description	Account Number	2007-2008 Actual	2008-2009 Revised Budget	2008-2009 Estimated	2009-2010 Adopted Budget	2010-2011 Adopted Budget
MAINTENANCE AND OPERATIONS						
Transfers Out	040-090-47000	\$ 316,510	\$ 483,100	\$ 483,100	\$ 640,000	\$ 610,000
TOTAL MAINTENANCE AND OPERATIONS		<u>\$ 316,510</u>	<u>\$ 483,100</u>	<u>\$ 483,100</u>	<u>\$ 640,000</u>	<u>\$ 610,000</u>
TOTAL EXPENDITURES		<u>\$ 316,510</u>	<u>\$ 483,100</u>	<u>\$ 483,100</u>	<u>\$ 640,000</u>	<u>\$ 610,000</u>



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MEASURE M

**Managing Department Head:**

Director of Public Works

Primary Activities

The Measure "M" fund accounts for "Local Turn back" monies established as part of the one-half cent sales tax increase approved November 6, 1990, by voter passage of the Revised Traffic Improvement and Growth Management Ordinance, popularly known as Measure "M". In November 2006, voters approved an extension of the program through 2041. The Measure M Fund helps fund various capital improvement projects that vary from concrete, slurry, paving, and street and traffic improvements. Due to the economic conditions and reduced taxable sales, revenue from Measure M is expected to be reduced from previous allocations.

Objectives

- The objective for Measure M Funds will be for the local paving projects and arterial paving projects.

DEPARTMENT: Measure M
 FUND: 041 Measure M

Account Code: 041-099

	<u>2007-2008 Actual</u>	<u>2008-2009 Revised Budget</u>	<u>2008-2009 Estimated</u>	<u>2009-2010 Adopted Budget</u>	<u>2010-2011 Adopted Budget</u>
Maintenance and Operations	\$ 135,756	\$ 400,000	\$ 400,000	\$ 330,000	\$ 350,000
TOTAL	<u>\$ 135,756</u>	<u>\$ 400,000</u>	<u>\$ 400,000</u>	<u>\$ 330,000</u>	<u>\$ 350,000</u>

ACCOUNT NUMBER EXPLANATION

47000 Transfer Out Project ST0906 (\$330K FY 2009-10 and \$350K FY 2010-2011).

DEPARTMENT:
FUND:

Measure M
041 Measure M

Account Code: 041-099

Description	Account Number	2007-2008 Actual	2008-2009 Revised Budget	2008-2009 Estimated	2009-2010 Adopted Budget	2010-2011 Adopted Budget
MAINTENANCE AND OPERATIONS						
Transfers Out	041-099-47000	\$ 135,756	\$ 400,000	\$ 400,000	\$ 330,000	\$ 350,000
TOTAL MAINTENANCE AND OPERATIONS		<u>\$ 135,756</u>	<u>\$ 400,000</u>	<u>\$ 400,000</u>	<u>\$ 330,000</u>	<u>\$ 350,000</u>
TOTAL EXPENDITURES		<u>\$ 135,756</u>	<u>\$ 400,000</u>	<u>\$ 400,000</u>	<u>\$ 330,000</u>	<u>\$ 350,000</u>

DEPARTMENT: Parking in Lieu
 FUND: 048 Parking in Lieu

Account Code: 048-400

	2007-2008 Actual	2008-2009 Revised Budget	2008-2009 Estimated	2009-2010 Adopted Budget	2010-2011 Adopted Budget
Maintenance and Operations	\$ 35,821	\$ -	\$ -	\$ -	\$ -
TOTAL	\$ 35,821	\$ -	\$ -	\$ -	\$ -

ACCOUNT NUMBER EXPLANATION

DEPARTMENT: Parking in Lieu
 FUND: 048 Parking in Lieu

Account Code: 048-400

Description	Account Number	2007-2008 Actual	2008-2009 Revised Budget	2008-2009 Estimated	2009-2010 Adopted Budget	2010-2011 Adopted Budget
MAINTENANCE AND OPERATIONS						
Transfers Out	048-400-4700	\$ 35,821	\$ -	\$ -	\$ -	\$ -
TOTAL MAINTENANCE AND OPERATIONS		<u>\$ 35,821</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>
TOTAL EXPENDITURES		<u>\$ 35,821</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>

DEPARTMENT: Public Works - Prop 1B
 FUND: 077 Prop 1B

Account Code: 077-888

	2007-2008 Actual	2008-2009 Revised Budget	2008-2009 Estimated	2009-2010 Adopted Budget	2010-2011 Adopted Budget
Maintenance and Operations	\$ -	\$ -	\$ -	\$ 386,000	\$ -
TOTAL	\$ -	\$ -	\$ -	\$ 386,000	\$ -

ACCOUNT NUMBER EXPLANATION

47000 Transfer Out Project ST0906 (\$386K) - Local Street Resurfacing Program.

DEPARTMENT: Public Works - Prop 1B
 FUND: 077 Prop 1B

Account Code: 077-888

Description	Account Number	2007-2008 Actual	2008-2009 Revised Budget	2008-2009 Estimated	2009-2010 Adopted Budget	2010-2011 Adopted Budget
MAINTENANCE AND OPERATIONS						
Transfers Out	077-888-47000	\$ -	\$ -	\$ -	\$ 386,000	\$ -
TOTAL MAINTENANCE AND OPERATIONS		<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ 386,000</u>	<u>\$ -</u>
TOTAL EXPENDITURES		<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ 386,000</u>	<u>\$ -</u>

DEPARTMENT: Public Works - Traffic Relief
 FUND: 079 Traffic Relief

Account Code: 079-888

	<u>2007-2008 Actual</u>	<u>2008-2009 Revised Budget</u>	<u>2008-2009 Estimated</u>	<u>2009-2010 Adopted Budget</u>	<u>2010-2011 Adopted Budget</u>
Maintenance and Operations	\$ 548,544	\$ 350,000	\$ 5,000	\$ 240,000	\$ 260,000
TOTAL	<u>\$ 548,544</u>	<u>\$ 350,000</u>	<u>\$ 5,000</u>	<u>\$ 240,000</u>	<u>\$ 260,000</u>

ACCOUNT NUMBER EXPLANATION

47000 Transfer Out Project ST0906 (\$240K Fy 2009-10 and \$260K Fy 2010-2011).

DEPARTMENT: Public Works - Traffic Relief Account Code: 079-888
 FUND: 079 Traffic Relief

Description	Account Number	2007-2008 Actual	2008-2009 Revised Budget	2008-2009 Estimated	2009-2010 Adopted Budget	2010-2011 Adopted Budget
MAINTENANCE AND OPERATIONS						
Transfers Out	079-888-47000	\$ 548,544	\$ 350,000	\$ 5,000	\$ 240,000	\$ 260,000
TOTAL MAINTENANCE AND OPERATIONS		<u>\$ 548,544</u>	<u>\$ 350,000</u>	<u>\$ 5,000</u>	<u>\$ 240,000</u>	<u>\$ 260,000</u>
TOTAL EXPENDITURES		<u>\$ 548,544</u>	<u>\$ 350,000</u>	<u>\$ 5,000</u>	<u>\$ 240,000</u>	<u>\$ 260,000</u>



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COMMUNITY SERVICES

**Managing Department Head:**

Assistant to the City Manager

Mission Statement

The Recreation and Community Services Department is dedicated to supporting the community through people, parks and programs. The department provides a multi-faceted recreational and community service program that promotes educational and healthy lifestyle in the community.

Primary Activities

Department programming encompasses a year-round recreation class program, day care, youth and educational camps, aquatic and sports league programs, youth and adult activities, facility rentals, and community and special events. The department also offers senior services and senior programs including senior meals-on-wheels, transportation and flu clinics. The department provides staff and/or oversight to recreational and park activities at fifteen facility sites throughout the city. Provide support to Parks and Recreation Commission.

Objectives

- To provide the highest quality of community, social and recreational programs for the community.
- Provide program and service opportunities that allow youth of all ages to share, grow, learn and play together.
- Provide opportunities to keep older adults actively involved in the community.
- Promote cultural awareness through recreation and special event activities.
- Provide training of full and part-time personnel in basic lifeguard, first aid and defibrillator to fully support year around pool aquatic program.
- Provide quality cultural, developmental and recreation programming for Seal Beach residents of all ages and abilities.
- Monitor community needs and changes to ensure provision of effective social services programs, assist non-profit social service agencies or providers in aiding Seal Beach residents and provide information and referral services to the community.
- Evaluate the future facility and programming needs of the community and to identify future funding resources to support recreational and community service growth in the city.

DEPARTMENT: Community Services
 FUND: 001 General Fund

Account Code: 001-070

	<u>2007-2008</u> <u>Actual</u>	<u>2008-2009</u> <u>Revised</u> <u>Budget</u>	<u>2008-2009</u> <u>Estimated</u>	<u>2009-2010</u> <u>Adopted</u> <u>Budget</u>	<u>2010-2011</u> <u>Adopted</u> <u>Budget</u>
Personnel Services	\$ 292,992	\$ 281,750	\$ 214,500	\$ 233,700	\$ 240,200
Maintenance and Operations	58,273	48,950	49,000	100,900	100,900
TOTAL	<u>\$ 351,265</u>	<u>\$ 330,700</u>	<u>\$ 263,500</u>	<u>\$ 334,600</u>	<u>\$ 341,100</u>

ACCOUNT NUMBER EXPLANATION

40001	Full-time Salaries	Community Services Supervisor - 1.00 Community Services Coordinator - 1.00	
40003	Over-time	Provides for personnel overtime	
40004	Part-time	Provides for personnel part-time	
40010	Deferred Comp - Cafeteria	Funds budgeted in this account are part of employee benefits costs.	
40011	Deferred Compensation	Funds budgeted in this account include this benefit's pro rata share of employee benefits costs.	
40012	Pers Retirement	Funds budgeted in this account are part of employee benefits costs.	
40013	Pars Retirement	Funds budgeted in this account include this benefit's pro rata share of employee benefits costs.	
40014	Medical Insurance	Funds budgeted in this account are part of employee benefits costs.	
40017	Medicare Insurance	Funds budgeted in this account are part of employee benefits costs.	
40018	Life and Disability	Funds budgeted in this account are part of employee benefits costs.	
40100	Office Supplies	Office supplies and Bay Hardware.	
40300	Memberships and Dues	CPRS dues, NRPA, SCPPOA, and SCMAF.	
40400	Training and Meetings	CPRS convention, brochure exchange, SCPPOA monthly and miscellaneous training.	
40800	Special Departmental	Marketing, staff uniforms, garden supplies, building supplies, breakfast with Santa, and Senior Health Fair.	
44000	Contract Professional Svcs	Park Master Plan.	
45000	Intergovernmental	Senior meals.	

DEPARTMENT: Community Services
 FUND: 001 General Fund

Account Code: 001-070

Description	Account Number	2007-2008 Actual	2008-2009 Revised Budget	2008-2009 Estimated	2009-2010 Adopted Budget	2010-2011 Adopted Budget
PERSONNEL SERVICES						
Full - Time Salaries	001-070-40001	\$ 183,459	\$ 178,400	\$ 102,500	\$ 138,500	\$ 144,000
Overtime	001-070-40003	3,572	-	4,500	4,000	4,000
Part - Time	001-070-40004	55,872	36,500	73,000	50,000	50,000
Auto Allowance	001-070-40008	744	900	-	-	-
Cell Phone Allowance	001-070-40009	372	450	-	-	-
Tuition Reimbursement	001-070-40007	-	2,600	-	-	-
Deferred Comp - Cafeteria	001-070-40010	1,549	-	2,300	2,000	2,000
Deferred Compensation	001-070-40011	3,230	4,300	1,500	1,600	1,700
Pers Retirement	001-070-40012	24,370	33,000	14,800	20,000	20,800
Pars Retirement	001-070-40013	674	400	1,200	900	900
Medical Insurance	001-070-40014	13,150	19,200	11,500	11,800	11,800
Medicare Insurance	001-070-40017	3,713	3,400	1,600	2,900	2,900
Life and Disability	001-070-40018	2,287	2,600	1,600	2,000	2,100
TOTAL PERSONNEL SERVICES		\$ 292,992	\$ 281,750	\$ 214,500	\$ 233,700	\$ 240,200
MAINTENANCE AND OPERATIONS						
Office Supplies	001-070-40100	\$ 829	\$ 1,000	\$ 1,000	\$ 1,500	\$ 1,500
Memberships and Dues	001-070-40300	405	800	900	1,000	1,000
Training & Meetings	001-070-40400	220	1,500	1,500	2,000	2,000
Office & Technology	001-070-40500	368	-	-	-	-
Equipment/materials	001-070-40700	1,685	-	-	-	-
Special Departmental	001-070-40800	14,680	8,650	8,600	9,400	9,400
Contract Professional	001-070-44000	1,867	-	-	50,000	50,000
Intergovernmental	001-070-45000	38,219	37,000	37,000	37,000	37,000
TOTAL MAINTENANCE AND OPERATIONS		\$ 58,273	\$ 48,950	\$ 49,000	\$ 100,900	\$ 100,900
TOTAL EXPENDITURES		\$ 351,265	\$ 330,700	\$ 263,500	\$ 334,600	\$ 341,100

DEPARTMENT: Community Services - Sports
 FUND: 001 General Fund

Account Code: 001-071

	<u>2007-2008</u> <u>Actual</u>	<u>2008-2009</u> <u>Revised</u> <u>Budget</u>	<u>2008-2009</u> <u>Estimated</u>	<u>2009-2010</u> <u>Adopted</u> <u>Budget</u>	<u>2010-2011</u> <u>Adopted</u> <u>Budget</u>
Personnel Services	\$ 25,678	\$ 45,710	\$ 26,400	\$ 26,100	\$ 26,100
Maintenance and Operations	134,497	13,000	8,900	17,000	17,000
Capital Outlay	1,720	-	-	-	-
TOTAL	<u>\$ 161,895</u>	<u>\$ 58,710</u>	<u>\$ 35,300</u>	<u>\$ 43,100</u>	<u>\$ 43,100</u>

ACCOUNT NUMBER EXPLANATION

40004	Part-time	Provides for personnel part-time.
40013	Pars Retirement	Funds budgeted in this account include this benefit's pro rata share of employee benefits costs.
40017	Medicare Insurance	Funds budgeted in this account are part of employee benefits costs.
40700	Equipment/materials	Field equipment, league shirts, gym equipment and various supplies.
41020	Electricity	Gym electricity.

DEPARTMENT: Community Services - Sports Account Code: 001-071
 FUND: 001 General Fund

Description	Account Number	2007-2008 Actual	2008-2009 Revised Budget	2008-2009 Estimated	2009-2010 Adopted Budget	2010-2011 Adopted Budget
PERSONNEL SERVICES						
Part-Time	001-071-40004	\$ 24,556	\$ 44,100	\$ 25,000	\$ 25,000	\$ 25,000
Pars Retirement	001-071-40013	708	960	800	700	700
Medicare Insurance	001-071-40017	350	650	600	400	400
Unemployment	001-071-40030	64	-	-	-	-
TOTAL PERSONNEL SERVICES		<u>\$ 25,678</u>	<u>\$ 45,710</u>	<u>\$ 26,400</u>	<u>\$ 26,100</u>	<u>\$ 26,100</u>
MAINTENANCE AND OPERATIONS						
Office & Technology	001-071-40100	\$ 2,437	\$ -	\$ -	\$ -	\$ -
Equipment/Materials	001-071-40700	16,262	5,000	5,000	12,000	12,000
Special Departmental	001-071-40800	1,324	3,000	2,500	-	-
Tennis Center Maintenance	001-071-40900	113,454	-	-	-	-
Electricity	001-071-41020	1,020	5,000	1,400	5,000	5,000
TOTAL MAINTENANCE AND OPERATIONS		<u>\$ 134,497</u>	<u>\$ 13,000</u>	<u>\$ 8,900</u>	<u>\$ 17,000</u>	<u>\$ 17,000</u>
CAPITAL OUTLAY						
Machinery & Equipment	001-071-48050	\$ 1,720	\$ -	\$ -	\$ -	\$ -
TOTAL CAPITAL OUTLAY		<u>\$ 1,720</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>
TOTAL EXPENDITURES		<u>\$ 161,895</u>	<u>\$ 58,710</u>	<u>\$ 35,300</u>	<u>\$ 43,100</u>	<u>\$ 43,100</u>

DEPARTMENT: Community Services - Park & Recreation
 FUND: 001 General Fund

Account Code: 001-072

	2007-2008 Actual	2008-2009 Revised Budget	2008-2009 Estimated	2009-2010 Adopted Budget	2010-2011 Adopted Budget
Personnel Services	\$ 40,882	\$ 57,150	\$ 40,500	\$ 41,500	\$ 41,500
Maintenance and Operations	255,252	222,000	249,200	278,000	278,000
TOTAL	\$ 296,134	\$ 279,150	\$ 289,700	\$ 319,500	\$ 319,500

ACCOUNT NUMBER EXPLANATION

40004	Part-time	Provides for personnel part-time.
40013	Pars Retirement	Funds budgeted in this account include this benefit's pro rata share of employee benefits costs.
40017	Medicare Insurance	Funds budgeted in this account are part of employee benefits costs.
40100	Office Supplies	Office supplies
40200	Public/legal Notices	Recreation brochure design, print and mail.
40700	Equipment/materials	Tables and building supplies, marketing tools, and miscellaneous.
40800	Special Departmental	Software maintenance
41000	Telephone	Telephone (senior meals program)
41020	Electricity	Building electricity
44000	Contract Professional Svcs	Contract instructor percentage.

DEPARTMENT: Community Services - Park & Recreation
 FUND: 001 General Fund

Account Code: 001-072

Description	Account Number	2007-2008 Actual	2008-2009 Revised Budget	2008-2009 Estimated	2009-2010 Adopted Budget	2010-2011 Adopted Budget
PERSONNEL SERVICES						
Part - Time Leisure Classes	001-072-40004	\$ 39,395	\$ 55,200	\$ 39,000	\$ 40,000	\$ 40,000
Pars Retirement	001-072-40013	922	1,150	900	500	500
Medicare Insurance	001-072-40017	565	800	600	1,000	1,000
TOTAL PERSONNEL SERVICES		<u>\$ 40,882</u>	<u>\$ 57,150</u>	<u>\$ 40,500</u>	<u>\$ 41,500</u>	<u>\$ 41,500</u>
MAINTENANCE AND OPERATIONS						
Office Supplies	001-072-40100	\$ 231	\$ 500	\$ 400	\$ 500	\$ 500
Public/Legal Notices	001-072-40200	31,600	38,000	35,000	40,000	40,000
Equipment/Materials	001-072-40700	6,425	7,500	7,000	7,500	7,500
Special Departmental	001-072-40800	11,319	12,000	2,000	12,000	12,000
Telephone	001-072-41000	1,905	2,000	1,800	2,000	2,000
Electricity	001-072-41020	12,372	16,000	13,000	16,000	16,000
Contract Professional	001-072-44000	191,400	146,000	190,000	200,000	200,000
TOTAL MAINTENANCE AND OPERATIONS		<u>\$ 255,252</u>	<u>\$ 222,000</u>	<u>\$ 249,200</u>	<u>\$ 278,000</u>	<u>\$ 278,000</u>
TOTAL EXPENDITURES		<u>\$ 296,134</u>	<u>\$ 279,150</u>	<u>\$ 289,700</u>	<u>\$ 319,500</u>	<u>\$ 319,500</u>

DEPARTMENT: Community Services - Aquatics Programs
 FUND: 001 General Fund

Account Code: 001-073

	2007-2008 Actual	2008-2009 Revised Budget	2008-2009 Estimated	2009-2010 Adopted Budget	2010-2011 Adopted Budget
Personnel Services	\$ 83,797	\$ 103,550	\$ 87,800	\$ 87,800	\$ 87,800
Maintenance and Operations	67,389	70,500	57,800	61,500	61,500
TOTAL	\$ 151,186	\$ 174,050	\$ 145,600	\$ 149,300	\$ 149,300

ACCOUNT NUMBER EXPLANATION

40004	Part-time	Part-time personnel for aquatics program.
40013	Pars Retirement	Funds budgeted in this account include this benefit's pro rata share of employee benefits costs.
40017	Medicare Insurance	Funds budgeted in this account is part of employee benefits costs.
40700	Equipment/materials	Swimming suits, lifeguard equipment, staff uniforms, trophies & medals, deck cleaning supplies, swimming equipment, swim lesson supplies, and miscellaneous.
41000	Telephone	Office telephone and fax (pool office).
41010	Gas	Gas Bill (Los Alamitos Unified School District)
41020	Electricity	Electricity Bill (Los Alamitos Unified School District)

DEPARTMENT: Community Services - Aquatics Programs Account Code: 001-073
 FUND: 001 General Fund

Description	Account Number	2007-2008 Actual	2008-2009 Revised Budget	2008-2009 Estimated	2009-2010 Adopted Budget	2010-2011 Adopted Budget
PERSONNEL SERVICES						
Part-time	001-073-40004	\$ 80,881	\$ 100,000	\$ 85,000	\$ 85,000	\$ 85,000
Pars Retirement	001-073-40013	1,833	2,150	1,600	1,600	1,600
Medicare Insurance	001-073-40017	1,083	1,400	1,200	1,200	1,200
TOTAL PERSONNEL SERVICES		<u>\$ 83,797</u>	<u>\$ 103,550</u>	<u>\$ 87,800</u>	<u>\$ 87,800</u>	<u>\$ 87,800</u>
MAINTENANCE AND OPERATIONS						
Equipment/materials	001-073-40700	\$ 9,102	\$ 7,500	\$ 7,500	\$ 8,000	\$ 8,000
Telephone	001-073-41000	1,133	1,000	1,300	1,500	1,500
Gas	001-073-41010	35,324	24,000	24,000	24,000	24,000
Electricity	001-073-41020	21,830	38,000	25,000	28,000	28,000
TOTAL MAINTENANCE AND OPERATIONS		<u>\$ 67,389</u>	<u>\$ 70,500</u>	<u>\$ 57,800</u>	<u>\$ 61,500</u>	<u>\$ 61,500</u>
TOTAL EXPENDITURES		<u>\$ 151,186</u>	<u>\$ 174,050</u>	<u>\$ 145,600</u>	<u>\$ 149,300</u>	<u>\$ 149,300</u>

DEPARTMENT: Community Services - Tennis Center
 FUND: 001 General Fund

Account Code: 001-074

	<u>2007-2008</u> <u>Actual</u>	<u>2008-2009</u> <u>Revised</u> <u>Budget</u>	<u>2008-2009</u> <u>Estimated</u>	<u>2009-2010</u> <u>Adopted</u> <u>Budget</u>	<u>2010-2011</u> <u>Adopted</u> <u>Budget</u>
Maintenance and Operations	\$ -	\$ 208,800	\$ 208,800	\$ 255,000	\$ 255,000
TOTAL	<u>\$ -</u>	<u>\$ 208,800</u>	<u>\$ 208,800</u>	<u>\$ 255,000</u>	<u>\$ 255,000</u>

ACCOUNT NUMBER EXPLANATION

40550	Bldg/material/supplies	Building supplies (lumber and other materials).
40950	Bldg/ground materials	Maintenance.
41010	Gas	Gas expense relate to the tennis center.
41020	Electricity	Electricity expense related to the tennis center.
44000	Contract Professional Svcs	Janitorial, pest control, landscaping and managers draw.

DEPARTMENT: Community Services - Tennis Center
 FUND: 001 General Fund

Account Code: 001-074

Description	Account Number	2007-2008 Actual	2008-2009 Revised Budget	2008-2009 Estimated	2009-2010 Adopted Budget	2010-2011 Adopted Budget
MAINTENANCE AND OPERATIONS						
Bldg/Material/Supplies	001-074-40550	\$ -	\$ 49,300	\$ 49,300	\$ 20,000	\$ 20,000
Bldg/Ground mat	001-074-40950	-	58,800	58,800	65,000	65,000
Gas	001-074-41010	-	5,000	5,000	5,000	5,000
Electricity	001-074-41020	-	25,700	25,700	40,000	40,000
Contract Professional Services	001-074-44000	-	70,000	70,000	125,000	125,000
TOTAL MAINTENANCE AND OPERATIONS		<u>\$ -</u>	<u>\$ 208,800</u>	<u>\$ 208,800</u>	<u>\$ 255,000</u>	<u>\$ 255,000</u>
TOTAL EXPENDITURES		<u>\$ -</u>	<u>\$ 208,800</u>	<u>\$ 208,800</u>	<u>\$ 255,000</u>	<u>\$ 255,000</u>



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MARINE SAFETY

**Managing Department Head:**

Marine Safety Chief

Mission Statement

Marine Safety is responsible for the protection of life, limb and property of the beach and ocean going public. Prevention of aquatic accidents can best be accomplished by the recognition of dangerous situations and advising the public to stay clear. It is not always possible to keep hazards and the public separated, so Marine Safety personnel are also responsible for the rescue of persons in distress or difficulty. Additionally, marine safety personnel must provide prompt and efficient first aid, monitor beach regulations, and provide educational information to beach patrons on beach related subjects.

Primary Activities

The lifeguard's primary activities involve marine safety protection. Ocean Lifeguards protect an assigned area of beach from a station, or in some instances, patrol a section of beach in a mobile unit, warn of hazardous conditions, rescue people in distress or in danger of drowning, answer questions and give information pertaining to the beach and ocean environment, apply first aid to those in need, remove hazardous obstacles from sand and water, take charge of lost children, advise the public regarding local beach and ocean related ordinances, regulations, safety and conduct, perform other related work as required and maintain a professional and courteous relationship with the public. Additional primary activities include, but are not limited to: continual training of recurrent and year-round staff to meet United States Lifesaving Association "Advanced Agency" Standards; attendance and participation in the California Surf Lifesaving Association and the United States Lifesaving Association, California Boating Safety Officer's Association, Southern California Training Officer's Association, and the national Safe Boating Council. The Lifeguard Department also administers a Junior Lifeguard Program serving 300 children ages 9-17. Junior Lifeguards are taught ocean and beach safety, lifesaving techniques including CPR and First-Aid, as well as lifesaving competition skills. This program begins in the end of June and ends in mid-August. The Lifeguard Department works with the community to spread the message of beach safety through such programs as Project Wipeout, introduced over 25 years ago to prevent spinal cord injuries in Orange County. Through Project Wipeout, Seal Beach Lifeguards participate in the Orange County Fair, the Orange County Youth Expo, and the Project Wipeout Lifeguard Seminar. In addition to this program, Lifeguards actively educate visiting schools, Boy and Girl Scouts and various other groups with material provided by the State of California Department of Boating and Waterways.

DEPARTMENT: Marine Safety
 FUND: 034 Tidelands

Account Code: 034-828

	2007-2008 Actual	2008-2009 Revised Budget	2008-2009 Estimated	2009-2010 Adopted Budget	2010-2011 Adopted Budget
Personnel Services	\$ 775,385	\$ 811,600	\$ 776,400	\$ 862,100	\$ 877,000
Maintenance and Operations	113,380	133,350	124,100	134,900	116,300
Capital Outlay	-	-	-	46,900	46,900
TOTAL	\$ 888,765	\$ 944,950	\$ 900,500	\$ 1,043,900	\$ 1,040,200

ACCOUNT NUMBER EXPLANATION

40001	Full-time Salaries	Marine Safety Chief - 1.00 Marine Safety Lieutenant - 1.00 Marine Safety Officer - 1.00
40004	Part-time	Provides for personnel part-time.
40006	Junior Lifeguard Sal	Provides for personnel part-time.
40009	Cell Phone Allowance	Telephone expense related to the City.
40010	Deferred Comp - Cafeteria	Funds budgeted in this account are part of employee benefits costs.
40011	Deferred Compensation	Funds budgeted in this account include this benefit's pro rata share of employee benefits costs.
40012	Pers Retirement	Funds budgeted in this account are part of employee benefits costs.
40013	Pars Retirement	Funds budgeted in this account include this benefit's pro rata share of employee benefits costs.
40014	Medical Insurance	Funds budgeted in this account are part of employee benefits costs.
40017	Medicare Insurance	Funds budgeted in this account are part of employee benefits costs.
40018	Life and Disability	Funds budgeted in this account are part of employee benefits costs.
40100	Office Supplies	Office Supplies specifically related to Lifeguard Department.
40300	Memberships and Dues	CSLSA/USLA, CBSOA, SBLA, OCTOA, OCCA
40400	Training and Meetings	CSLSA Spring/Fall training, CBSOA, DBAW, ARC trainer class, USLA, Lifeguard competition meetings, emergency driver training.
40600	Marine Maint/Fuel	Rescue boat fuel, VHF, haul out, PFD, helmets, fin belts, PWC maintenance, waterproof communications and boat maintenance.
40700	Equipment/materials	Uniforms, first aid supplies, phone wiring, backboards, sticker etc.
40701	Materials & Supplies	Uniforms, equipment, office equipment for Junior Lifeguard.
40800	Special Departmental	Swift water rescue training equipment, scuba equipment and training equipment maintenance.
40806	Special Dept.-Jr. Lifeguard	USLA, regional competition, banquet, wild rivers, Catalina & surf trip.
41000	Telephone	Telephone expense related to the Marine Safety Department.
41020	Electricity	Electricity expense related to the Marine Safety Department.
45000	Intergovernmental	Rescue boat slip fees.
47010	Vehicle/Equipment Replacement	Transfer out to Vehicle/Equipment Replacement fund 021.

DEPARTMENT: Marine Safety Account Code: 034-828
 FUND: 034 Tidelands

Description	Account Number	2007-2008 Actual	2008-2009 Revised Budget	2008-2009 Estimated	2009-2010 Adopted Budget	2010-2011 Adopted Budget
PERSONNEL SERVICES						
Full - time Salaries	034-828-40001	\$ 201,571	\$ 215,400	\$ 228,100	\$ 273,100	\$ 284,100
Overtime	034-828-40003	688	5,000	5,000	10,000	10,000
Part - Time	034-828-40004	327,090	289,000	317,500	340,000	340,000
Junior Lifeguard Sal	034-828-40006	66,548	100,600	100,600	98,300	98,300
Surfing Class Sal	034-828-40007	-	5,000	-	-	-
Cell Phone Allowance	034-828-40009	900	-	1,300	1,800	1,800
Deferred Comp - Cafeteria	034-828-40010	1,323	-	2,200	1,800	1,800
Deferred Comp	034-828-40011	6,850	8,000	7,100	8,000	8,300
Pers Retirement	034-828-40012	125,721	134,000	67,700	81,000	84,300
Pars Retirement	034-828-40013	7,524	7,800	7,500	7,700	7,700
Medical Insurance	034-828-40014	25,325	34,200	25,800	25,800	25,800
Medicare Insurance	034-828-40017	8,955	9,400	9,800	10,700	10,900
Life and Disability	034-828-40018	2,890	3,200	3,300	3,900	4,000
Unemployment	034-828-40030	-	-	500	-	-
TOTAL PERSONNEL SERVICES		\$ 775,385	\$ 811,600	\$ 776,400	\$ 862,100	\$ 877,000
MAINTENANCE AND OPERATIONS						
Office Supplies	034-828-40100	\$ 4,229	\$ 2,500	\$ 2,500	\$ 2,800	\$ 2,600
Membership & Dues	034-828-40300	135	600	600	600	900
Training & Meeting	034-828-40400	4,402	11,600	5,000	7,700	7,700
Marine Maint/Fuel	034-828-40600	13,438	7,800	8,000	8,800	8,200
Equipment/Materials	034-828-40700	21,217	18,200	18,200	30,900	20,700
Materials & Supplies Jr	034-828-40701	39,755	50,300	55,200	14,900	13,300
Materials & Supplies Surf	034-828-40702	277	2,000	2,000	-	-
Special Departmental	034-828-40800	16,488	15,000	15,000	15,000	15,000
Special Dept. - Junior Lifeguard	034-828-40806	-	-	-	42,700	36,400
Telephone	034-828-41000	3,657	5,500	3,000	-	-
Electricity	034-828-41020	6,647	8,600	8,600	7,000	7,000
Rent/Lease Equipment	034-828-42000	735	1,500	1,500	-	-
Intergovernmental	034-828-45000	2,400	4,500	4,500	4,500	4,500
Lease Payments	034-828-47444	-	5,200	-	-	-
Interest Payments	034-828-47999	-	50	-	-	-
TOTAL MAINTENANCE AND OPERATIONS		\$ 113,380	\$ 133,350	\$ 124,100	\$ 134,900	\$ 116,300
CAPITAL OUTLAY						
Vehicle/Equipment Replacement	034-828-47010	\$ -	\$ -	\$ -	\$ 46,900	\$ 46,900
TOTAL CAPITAL OUTLAY		\$ -	\$ -	\$ -	\$ 46,900	\$ 46,900
TOTAL EXPENDITURES		\$ 888,765	\$ 944,950	\$ 900,500	\$ 1,043,900	\$ 1,040,200



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BEACH & PIER MAINTENANCE

**Managing Department Head:**

Director of Public Works/City Engineer

Mission Statement

To maintain a clean and safe beach and pier environment free from debris and waste for the overall public's enjoyment and provide resident's protection from tidal events.

Primary Activities

Regular Activities - primary activities include cleaning the beach with the surf rake for large debris and sanitizers for small debris such as cans and glass, removing wind blown fine grained sand from parking lots and adjacent residences, emptying trash cans on the pier and along the beach, hand picking trash in the beach parking lots and tot lot, removing graffiti, constructing and removing seasonal berms, and cleaning up after storm events. In addition, the city pays the Surfside Colony \$24,000 per year for maintenance of Surfside Beach.

Capital Improvement Program - Capital projects include annual sand management program, pier and groin repairs. Under this program, the department will determine and recommend projects; seek and secure project funding; coordinate and manage design consultants; prepare project budgets, estimates, designs and specifications; review plans; conduct community meetings and prepare presentations and press releases; prepare council reports for advertisement, award, and completion of each project; administer construction management; inspection to ensure quality assurance; respond to public inquiries; adhere to multi-agency funding and environmental requirements; negotiate change orders, claims, and disputes; prepare progress reports; and prepare record drawings and project closeouts.

Objectives

- The Department is actively working to maintain the beach with its limited staff. In the FY07/08 CIP program, over 30,000 cubic yards of sand was moved from the west side of the beach to the east side of the beach. In April 2009, the participated in an Army Corps of Engineers project to bring 60,000 cubic yards of sand to East Beach for beach nourishment.
- This is a constant maintenance requirement because of the angles of the naval jetty's cause wave refraction and movement of the sand from east to west.
- This Division is funded approximately 10% by Tidelands revenues and subsidized 90% by General Fund.

DEPARTMENT: Public Works - Beach Maintenance
 FUND: 034 Tidelands

Account Code: 034-863

	2007-2008 Actual	2008-2009 Revised Budget	2008-2009 Estimated	2009-2010 Adopted Budget	2010-2011 Adopted Budget
Personnel Services	\$ 186,535	\$ 195,650	\$ 193,950	\$ 204,600	\$ 214,700
Maintenance and Operations	242,067	157,050	143,650	155,400	155,500
Capital Outlay	296,323	350,000	350,000	61,000	61,000
TOTAL	\$ 724,925	\$ 702,700	\$ 687,600	\$ 421,000	\$ 431,200

ACCOUNT NUMBER EXPLANATION

40001	Full-time Salaries	Director of Public Works - 0.05 City Engineer - 0.10 Maintenance Service Manager - 0.10 Executive Assistant - 0.10 Maintenance Service Supervisor - 0.10 Electrician - 0.05 Maintenance Worker - 0.30 Senior Maintenance Worker - 0.70
40003	Over-time	Provides for personnel overtime
40004	Part-time	Provides for personnel part-time
40010	Deferred Comp - Cafeteria	Funds budgeted in this account are part of employee benefits costs.
40011	Deferred Compensation	Funds budgeted in this account include this benefit's pro rata share of employee benefits costs.
40012	Pers Retirement	Funds budgeted in this account are part of employee benefits costs.
40013	Pars Retirement	Funds budgeted in this account include this benefit's pro rata share of employee benefits costs.
40014	Medical Insurance	Funds budgeted in this account are part of employee benefits costs.
40015	AFLAC Cafeteria	Funds budgeted in this account are part of employee benefits costs.
40017	Medicare Insurance	Funds budgeted in this account are part of employee benefits costs.
40018	Life and Disability	Funds budgeted in this account are part of employee benefits costs.
40300	Memberships and Dues	California Marine Affairs and Navigation membership.
40700	Equipment/materials	Materials for repair of restrooms, pier, and beach. Sand bags and pier
41020	Electricity	Electricity for beach, parking lots, and pier.
44000	Contract Professional Svcs	Surfside cleaning, grounds maintenance, pier & parking repairs, sand berm construction and removal, coastal/pier engineering, sand berm inspection, and annual tree trimming on 1st St. lot.
47010	Vehicle/Equipment Replacement	Transfer out to Vehicle/equipment replacement fund 021.
48075	Vehicle/Equipment	15 feet beach rake and backhoe.

DEPARTMENT: Public Works - Beach Maintenance
 FUND: 034 Tidelands

Account Code: 034-863

Description	Account Number	2007-2008 Actual	2008-2009 Revised Budget	2008-2009 Estimated	2009-2010 Adopted Budget	2010-2011 Adopted Budget
PERSONNEL SERVICES						
Full - time Salaries	034-863-40001	\$ 91,724	\$ 99,000	\$ 96,000	\$ 107,400	\$ 111,700
Overtime	034-863-40003	236	750	750	800	800
Part - Time	034-863-40004	59,055	60,000	60,000	60,000	65,000
Deferred Comp - Cafeteria	034-863-40010	631	-	1,000	800	800
Deferred Comp	034-863-40011	1,522	1,900	1,800	2,000	2,000
Pers Retirement	034-863-40012	11,822	13,700	13,900	15,500	16,200
Pars Retirement	034-863-40013	1,260	1,300	1,300	1,300	1,300
Medical Insurance	034-863-40014	12,384	15,400	15,400	12,500	12,500
AFLAC Cafeteria	034-863-40015	23	-	-	100	100
Medicare Insurance	034-863-40017	1,854	2,200	2,400	2,600	2,700
Life and Disability	034-863-40018	1,210	1,400	1,400	1,600	1,600
Unemployment	034-863-40030	4,814	-	-	-	-
TOTAL PERSONNEL SERVICES		\$ 186,535	\$ 195,650	\$ 193,950	\$ 204,600	\$ 214,700
MAINTENANCE AND OPERATIONS						
Training and meeting	034-863-40400	\$ -	\$ 825	\$ -	\$ -	\$ -
Membership & Dues	034-863-40300	-	-	825	900	900
Equipment/materials	034-863-40700	13,866	15,000	2,000	15,000	15,000
Electricity	034-863-41020	1,974	2,800	2,400	2,800	2,900
Contract Prof. Svcs	034-863-44000	205,367	133,175	133,175	136,700	136,700
Lease Payments	034-828-47444	20,017	5,200	5,200	-	-
Interest Payments	034-828-47999	843	50	50	-	-
TOTAL MAINTENANCE AND OPERATIONS		\$ 242,067	\$ 157,050	\$ 143,650	\$ 155,400	\$ 155,500
CAPITAL OUTLAY						
Transfer Out	034-863-47000	\$ 296,323	\$ 350,000	\$ 350,000	\$ -	\$ -
Vehicle/Equipment Replacement	034-863-47010	-	-	-	61,000	61,000
TOTAL CAPITAL OUTLAY		\$ 296,323	\$ 350,000	\$ 350,000	\$ 61,000	\$ 61,000
TOTAL EXPENDITURES		\$ 724,925	\$ 702,700	\$ 687,600	\$ 421,000	\$ 431,200



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Special Assessment Districts



Special Assessment Districts are established to account for resources legally restricted to specified purposes. The City of Seal Beach currently manages the following special assessments districts:

002 - Street Lighting Assessment District

101 - Ad94-1 Rdmtn F

201 - Community Facilities District 2002-02 (SB Blvd/Lampson Ave Landscape Maintenance)

202 - CFD Heron Pointe

203 - CFD Pacific Gateway Bonds

204 - Community Facilities District 2002-01 (Heron Pointe Administrative Expense Fund)

205 - Community Facilities District 2005-01 (Pacific Gateway Business Center)

DEPARTMENT: Administrative Services
 FUND: 002-Street Lighting

Account Code: 002-500

	2007-2008 Actual	2008-2009 Revised Budget	2008-2009 Estimated	2009-2010 Adopted Budget	2010-2011 Adopted Budget
Maintenance and Operations	\$ 175,226	\$ 160,000	\$ 171,000	\$ 171,000	\$ 174,000
TOTAL	\$ 175,226	\$ 160,000	\$ 171,000	\$ 171,000	\$ 174,000

ACCOUNT NUMBER EXPLANATION

41020	Electricity	Electricity related to the City
44000	Contract Professional Svcs	Willdan Financial Services

The Seal Beach Street Lighting Assessment District was formed under the Street Lighting Act of 1919 to finance the maintenance of streetlights and to finance the electricity used by the streetlights by special assessments. Revenue is derived from the District's share of the basic property tax levy and the special district augmentation allocations.

DEPARTMENT: Administrative Services
 FUND: 002-Street Lighting

Account Code: 002-500

Description	Account Number	2007-2008 Actual	2008-2009 Revised Budget	2008-2009 Estimated	2009-2010 Adopted Budget	2010-2011 Adopted Budget
MAINTENANCE AND OPERATIONS						
Electricity - Street lighting	002-500-41020	\$ 165,279	\$ 145,000	\$ 156,000	\$ 156,000	\$ 159,000
Contract Professional	002-500-44000	9,947	15,000	15,000	15,000	15,000
TOTAL MAINTENANCE AND OPERATIONS		<u>\$ 175,226</u>	<u>\$ 160,000</u>	<u>\$ 171,000</u>	<u>\$ 171,000</u>	<u>\$ 174,000</u>
TOTAL EXPENDITURES		<u>\$ 175,226</u>	<u>\$ 160,000</u>	<u>\$ 171,000</u>	<u>\$ 171,000</u>	<u>\$ 174,000</u>

DEPARTMENT: Administrative Services - Ad 94-1 Rdmtn F
 FUND: 101 Ad94-1 Rdmtn F

Account Code: 101-333

	<u>2007-2008 Actual</u>	<u>2008-2009 Revised Budget</u>	<u>2008-2009 Estimated</u>	<u>2009-2010 Adopted Budget</u>	<u>2010-2011 Adopted Budget</u>
Maintenance and Operations	\$ 9,309	\$ -	\$ -	\$ -	\$ -
Debt Service	139,875	-	134,700	139,100	138,100
TOTAL	<u>\$ 149,184</u>	<u>\$ -</u>	<u>\$ 134,700</u>	<u>\$ 139,100</u>	<u>\$ 138,100</u>

ACCOUNT NUMBER EXPLANATION

47888	Debt Service Pmt Principal	Debt service principal
47999	Interest Expense	Debt service interest.

DEPARTMENT: Administrative Services - Ad 94-1 Rdmtn F
 FUND: 101 Ad94-1 Rdmtn F

Account Code: 101-333

Description	Account Number	2007-2008 Actual	2008-2009 Revised Budget	2008-2009 Estimated	2009-2010 Adopted Budget	2010-2011 Adopted Budget
MAINTENANCE AND OPERATIONS						
Contract Prof Svc	101-333-44000	\$ 9,309	\$ -	\$ -	\$ -	\$ -
TOTAL MAINTENANCE AND OPERATIONS		<u>\$ 9,309</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>
DEBT SERVICE						
Debt Service Payment	101-333-47000	\$ 139,875	\$ -	\$ -	\$ -	\$ -
Debt Service Pmt Principal	101-333-47888	-	-	85,000	95,000	100,000
Interest Expense	101-333-47999	-	-	49,700	44,100	38,100
TOTAL DEBT SERVICE		<u>\$ 139,875</u>	<u>\$ -</u>	<u>\$ 134,700</u>	<u>\$ 139,100</u>	<u>\$ 138,100</u>
TOTAL EXPENDITURES		<u>\$ 149,184</u>	<u>\$ -</u>	<u>\$ 134,700</u>	<u>\$ 139,100</u>	<u>\$ 138,100</u>

DEPARTMENT: Community Facilities District No. 2002-01
 FUND: 201 CFD Landscape Maint 2002-01

Account Code: 201-450

	2007-2008 Actual	2008-2009 Revised Budget	2008-2009 Estimated	2009-2010 Adopted Budget	2010-2011 Adopted Budget
Maintenance and Operations	\$ 103,912	\$ 143,000	\$ 143,000	\$ 144,000	\$ 145,000
TOTAL	\$ 103,912	\$ 143,000	\$ 143,000	\$ 144,000	\$ 145,000

ACCOUNT NUMBER EXPLANATION

43750	Water Services	Water service expense.
44000	Contract Professional Svcs	Merchant Landscape Services and Wildan.
47000	Transfer Out	Transfer out to General Fund for Admin Costs.

The Seal Beach Community Facilities District No. 2002-02 (Seal Beach Boulevard/Lampson Avenue Landscape Maintenance) was formed under the Mello-Roos Community Facilities Act of 1982 to provide financing for the City's maintenance of landscaping facilities installed within the public right-of-way as part of the Bixby Old Ranch Town Center and Country Club developments. The subject landscaping facilities were installed by the Bixby Ranch Co. in the center median and the easterly parkway on Seal Beach Boulevard from Old Ranch Parkway to Plymouth Drive/Rossmoor Center Way, and in the center median, and southerly parkway on Lampson Avenue from Seal Beach Boulevard to approximately 1600 feet easterly, and in the City owned property along the northerly side of the I-405 north bound off ramp at Seal Beach Boulevard. Revenue is derived from the District's share of the basic property tax levy and the special district augmentation allocations.

DEPARTMENT: Community Facilities District No. 2002-01
 FUND: 201 CFD Landscape Maint 2002-01

Account Code: 201-450

Description	Account Number	2007-2008 Actual	2008-2009 Revised Budget	2008-2009 Estimated	2009-2010 Adopted Budget	2010-2011 Adopted Budget
MAINTENANCE AND OPERATIONS						
Water services	201-450-43750	\$ 19,143	\$ 20,000	\$ 20,000	\$ 20,000	\$ 20,000
Contract Professional	201-450-44000	74,769	113,000	113,000	113,000	113,000
Transfers Out	201-450-47000	10,000	10,000	10,000	11,000	12,000
TOTAL MAINTENANCE AND OPERATIONS		<u>\$ 103,912</u>	<u>\$ 143,000</u>	<u>\$ 143,000</u>	<u>\$ 144,000</u>	<u>\$ 145,000</u>
TOTAL EXPENDITURES		<u>\$ 103,912</u>	<u>\$ 143,000</u>	<u>\$ 143,000</u>	<u>\$ 144,000</u>	<u>\$ 145,000</u>

DEPARTMENT: Administrative Services - Community Facil. Dist. No. 2002-01 Account Code: 202-460
 FUND: 202 CFD Heron Pointe

	2007-2008 Actual	2008-2009 Revised Budget	2008-2009 Estimated	2009-2010 Adopted Budget	2010-2011 Adopted Budget
Debt Service	\$ 277,806	\$ -	\$ 239,700	\$ 247,800	\$ 250,400
TOTAL	\$ 277,806	\$ -	\$ 239,700	\$ 247,800	\$ 250,400

ACCOUNT NUMBER EXPLANATION

47100	Special Tax Transfer	Debt Service Tax Transfer
47888	Debt Service Pmt Principal	Debt service principal
47999	Interest Expense	Debt service interest.

DEPARTMENT: Administrative Services - Community Facil. Dist. No. 2002-01 Account Code: 202-460
 FUND: 202 CFD Heron Pointe

Description	Account Number	2007-2008 Actual	2008-2009 Revised Budget	2008-2009 Estimated	2009-2010 Adopted Budget	2010-2011 Adopted Budget
DEBT SERVICE						
Special Tax Transfer	202-460-47100	\$ 41,620	\$ -	\$ -	\$ -	\$ -
Debt Service Pmt Principal	202-460-47888	236,186	-	50,000	60,000	65,000
Interest Expense	202-460-47999	-	-	189,700	187,800	185,400
TOTAL DEBT SERVICE		<u>\$ 277,806</u>	<u>\$ -</u>	<u>\$ 239,700</u>	<u>\$ 247,800</u>	<u>\$ 250,400</u>
TOTAL EXPENDITURES		<u>\$ 277,806</u>	<u>\$ -</u>	<u>\$ 239,700</u>	<u>\$ 247,800</u>	<u>\$ 250,400</u>

DEPARTMENT: Administrative Services - CFD Pacific Gateway
 FUND: 203 CFD Pacific Gateway Bonds

Account Code: 203-470

	2007-2008 Actual	2008-2009 Revised Budget	2008-2009 Estimated	2009-2010 Adopted Budget	2010-2011 Adopted Budget
Debt Service	\$ 436,840	\$ -	\$ 480,575	\$ 519,900	\$ 498,400
TOTAL	<u>\$ 436,840</u>	<u>\$ -</u>	<u>\$ 480,575</u>	<u>\$ 519,900</u>	<u>\$ 498,400</u>

ACCOUNT NUMBER EXPLANATION

47100	Special Tax Transfer	Debt Service Tax Transfer
47888	Debt Service Pmt Principal	Debt service principal
47999	Interest Expense	Debt service interest.

DEPARTMENT: Administrative Services - CFD Pacific Gateway Account Code: 203-470
 FUND: 203 CFD Pacific Gateway Bonds

Description	Account Number	2007-2008 Actual	2008-2009 Revised Budget	2008-2009 Estimated	2009-2010 Adopted Budget	2010-2011 Adopted Budget
DEBT SERVICE						
Special Tax Transfer	203-470-47000	\$ 37,500	\$ -	\$ -	\$ -	\$ -
Debt Service Pmt Principal	203-470-47888	399,340	-	20,000	30,000	40,000
Interest Expense	203-470-47999	-	-	460,575	489,900	458,400
TOTAL DEBT SERVICE		<u>\$ 436,840</u>	<u>\$ -</u>	<u>\$ 480,575</u>	<u>\$ 519,900</u>	<u>\$ 498,400</u>
TOTAL EXPENDITURES		<u>\$ 436,840</u>	<u>\$ -</u>	<u>\$ 480,575</u>	<u>\$ 519,900</u>	<u>\$ 498,400</u>

DEPARTMENT: Community Facilities District No. 2002-01
FUND: 204 CFD Heron Pointe Admin Exp Fund

Account Code: 204-460

	2007-2008 Actual	2008-2009 Revised Budget	2008-2009 Estimated	2009-2010 Adopted Budget	2010-2011 Adopted Budget
Maintenance and Operations	\$ 17,549	\$ 25,000	\$ 25,000	\$ 25,000	\$ 25,000
TOTAL	\$ 17,549	\$ 25,000	\$ 25,000	\$ 25,000	\$ 25,000

ACCOUNT NUMBER EXPLANATION

44000	Contract Professional Svcs	Bank of New York Admin costs.
47000	Transfer Out	Transfer to General Fund for Admin Costs

The Seal Beach Community Facilities District No. 2002-01 (Heron Point) was formed under the Mello-Roos Community Facilities Act of 1982, as amended, to provide financing for the construction and acquisition of certain public street improvements, water and sanitary sewer improvements, dry utility improvements, park and landscaping improvements which will serve the new construction in the Community Facility District. This special revenue fund will account for the activity of the Administrative Expense Fund created by the Fiscal Agent Agreement. Revenue is derived from the proceeds of the annual levy and collection of Special Tax against property within the Community Facility District and used to fund all costs directly related to the administration of the CFD.

DEPARTMENT: Community Facilities District No. 2002-01
 FUND: 204 CFD Heron Pointe Admin Exp Fund

Account Code: 204-460

Description	Account Number	2007-2008 Actual	2008-2009 Revised Budget	2008-2009 Estimated	2009-2010 Adopted Budget	2010-2011 Adopted Budget
MAINTENANCE AND OPERATIONS						
Contract Professional	204-460-44000	\$ 6,549	\$ 14,000	\$ 14,000	\$ 14,000	\$ 14,000
Transfers Out	204-460-47000	11,000	11,000	11,000	11,000	11,000
TOTAL MAINTENANCE AND OPERATIONS		<u>\$ 17,549</u>	<u>\$ 25,000</u>	<u>\$ 25,000</u>	<u>\$ 25,000</u>	<u>\$ 25,000</u>
TOTAL EXPENDITURES		<u>\$ 17,549</u>	<u>\$ 25,000</u>	<u>\$ 25,000</u>	<u>\$ 25,000</u>	<u>\$ 25,000</u>

DEPARTMENT: Community Facilities District No. 2005-01
 FUND: 205 CFD Pacific Gtwy Landscape/Adm

Account Code: 205-470
 205-480

	<u>2007-2008</u> Actual	<u>2008-2009</u> Revised Budget	<u>2008-2009</u> Estimated	<u>2009-2010</u> Adopted Budget	<u>2010-2011</u> Adopted Budget
Maintenance and Operations	\$ 65,798	\$ 110,000	\$ 110,000	\$ 110,000	\$ 110,000
TOTAL	<u>\$ 65,798</u>	<u>\$ 110,000</u>	<u>\$ 110,000</u>	<u>\$ 110,000</u>	<u>\$ 110,000</u>

ACCOUNT NUMBER EXPLANATION

43750	Water Services	Water service expense.
44000	Contract Professional Svcs	Merchant Landscape Services and Wildan Financial Services.
47000	Transfer out	Transfers to General Fund for Admin Costs Tax (A & B).

The Seal Beach Community Facilities District No. 2005-01 (Pacific Gateway Business Center) was formed under the Mello-Roos Community Facilities Act of 1982, as amended. Special Tax B will satisfy costs related to the maintenance of parks, parkways and open space within the District (Landscaping Maintenance). Revenue is derived from the proceeds of the annual levy and collection of the Special Tax against property within the Community Facility District

DEPARTMENT: Community Facilities District No. 2005-01 Account Code: 205-470
 FUND: 205 CFD Pacific Gtwy Landscape/Adm 205-480

Description	Account Number	2007-2008 Actual	2008-2009 Revised Budget	2008-2009 Estimated	2009-2010 Adopted Budget	2010-2011 Adopted Budget
MAINTENANCE AND OPERATIONS						
Water Services	205-470-43750	\$ 3,057	\$ 20,000	\$ 20,000	\$ 20,000	\$ 20,000
Contract Professional Services	205-470-44000	29,509	50,000	50,000	50,000	50,000
Transfer Out	205-470-47000	15,000	15,000	15,000	15,000	15,000
Contract Professional Services	205-480-44000	7,232	14,000	14,000	14,000	14,000
Transfers Out	205-480-47000	11,000	11,000	11,000	11,000	11,000
TOTAL MAINTENANCE AND OPERATIONS		<u>\$ 65,798</u>	<u>\$ 110,000</u>	<u>\$ 110,000</u>	<u>\$ 110,000</u>	<u>\$ 110,000</u>
TOTAL EXPENDITURES		<u>\$ 65,798</u>	<u>\$ 110,000</u>	<u>\$ 110,000</u>	<u>\$ 110,000</u>	<u>\$ 110,000</u>



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WATER OPERATIONS AND CIP

**Managing Department Head:**

Director of Public Works

Mission Statement

To ensure clean, reliable and safe water is delivered to the citizens at an economical rate and to provide adequate water for fire protection.

Primary Activities

Regular activities - Primary activities include producing and disinfecting water, pipe installation and maintenance, station maintenance, water quality sampling and testing, flushing hydrants, exercising valves, changing meters, reading meters, repairing leaks and main line breaks, customer service requests, water turn off's and on's, cross connection program, fire flow tests, instrumentation and control and public relations. In January 2009, the cost of water purchased from MWDOC increased 14.2% from the January 2008 price. The price starting January 2010 is expected to rise another 19.4%.

Capital Improvement Program: pipelines, storage, disinfections, and booster stations - determine projects; seek and secure project funding; coordinate and manage design consultants; prepare project budgets, estimates, designs and specifications; plan check drawings; conduct community meetings and prepare presentations and press releases; prepare council reports for advertisement, award, and completion of each project; administer construction management; inspection and quality assurance; respond to public inquiries; adhere to multi-agency funding and environmental requirements; negotiate change orders, claims, and disputes; prepare progress reports and payments; and prepare record drawings and project closeouts. Outside Agency Coordination and/or compliance with Regulations - National Pollution Discharge Elimination System permit; Regional Water Quality Control Board; City of Long Beach, City of Los Alamitos, City of Huntington Beach, California Dept. of Health, Air Quality Management District, Dept. of Water Resources, OSHA, Environmental Protection Agency, Metropolitan Water District, Orange County Water District, Municipal Water District of Orange county, West Orange County Water District and Southern Calif. Water Company.

Objectives

- Much of the system is over 35-40 years old. In order to maintain the system, additional labor resources were re-allocated to the water department. These additions have ensured increased station maintenance; compliance with regulations, exercised valves yearly, flushes hydrants semi-annually. Additionally, there were several major line breaks that indicate the aging infrastructure of the system. The current draft engineering and hydraulic model has identified numerous deficiencies and corrections in the system.
- The City Council will be asked to consider adjustments to the water rates to deal with the rapidly increasing cost to produce and purchase water and to implement a program that will rehabilitate and replace water infrastructure that has exceeded its design and useful life. The estimated cost of this program is over \$13 million.

DEPARTMENT: Public Works - Water Operations
 FUND: 017 Water

Account Code: 017-900

	2007-2008 Actual	2008-2009 Revised Budget	2008-2009 Estimated	2009-2010 Adopted Budget	2010-2011 Adopted Budget
Personnel Services	\$ 964,353	\$ 1,076,770	\$ 1,044,500	\$ 1,123,400	\$ 1,161,300
Maintenance and Operations	2,338,457	2,700,000	2,327,700	2,709,900	2,906,500
Capital Outlay	250	30,000	30,000	63,600	63,600
TOTAL	\$ 3,303,060	\$ 3,806,770	\$ 3,402,200	\$ 3,896,900	\$ 4,131,400

ACCOUNT NUMBER EXPLANATION

40001	Full-time Salaries	Director of Administrative Services/City Treasurer	- 0.10
		Director of Public Works	- 0.30
		Senior Accountant	- 0.25
		Senior Account Technician	- 1.00
		Account Technician	- 1.30
		City Engineer	- 0.20
		Associate Engineer	- 0.20
		Assistant Engineer	- 0.20
		Executive Assistant	- 0.65
		Maintenance Service Manager	- 0.25
		Electrician	- 0.35
		Equipment Services Supervisor	- 0.10
		Water Services Supervisor	- 0.90
		Sr. Water Operator	- 1.90
		Sr. Maint. Worker	- 1.90
		Water Operator	- 1.90
40003	Over-time	Provides for personnel overtime	
40004	Part-time	Provides for personnel part-time	
40010	Deferred Comp - Cafeteria	Funds budgeted in this account are part of employee benefits costs.	
40011	Deferred Compensation	Funds budgeted in this account include this benefit's pro rata share of employee benefits costs.	
40012	Pers Retirement	Funds budgeted in this account are part of employee benefits costs.	
40013	Pars Retirement	Funds budgeted in this account include this benefit's pro rata share of employee benefits costs.	
40014	Medical Insurance	Funds budgeted in this account are part of employee benefits costs.	
40015	AFLAC Cafeteria	Funds budgeted in this account are part of employee benefits costs.	
40017	Medicare Insurance	Funds budgeted in this account are part of employee benefits costs.	
40018	Life and Disability	Funds budgeted in this account are part of employee benefits costs.	

40700	Equipment/materials	Meter replacement valves, repair clamps, fittings, disinfection supplies, reservoir booster station supplies and materials.
40800	Special Departmental	Datamatic hand held and annual maintenance.
41000	Telephone	Telephone lines for station alarms, emergency cell phone on-call & pagers.
41010	Gas	Natural gas for water wells and booster station.
41020	Electricity	Electricity for water stations and adding new Lampson Well which will run on electric .
44000	Contract Professional	Well, reservoir and booster station maintenance and repairs. Lab testing, extra lab testing due to new CPE well, ground landscape, engineering services, water quality reports, underground services alerts.
44050	Overhead	Administrative expenses calculated for department
45000	Intergovernmental	MWD imported water, OCWD replenishment charge, OC hazmat facility charge ,AQMD permits, WOCWB feeder line and MWD connection fees.
47010	Vehicle/Equipment Replacement	Transfer out to Vehicle/Equipment Replacement Fund 021.
47999	Interest Payments	Economic Development Administrative Loan - Department of Commerce.



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DEPARTMENT: Public Works - Water Operations Account Code: 017-900
 FUND: 017 Water

Description	Account Number	2007-2008 Actual	2008-2009 Revised Budget	2008-2009 Estimated	2009-2010 Adopted Budget	2010-2011 Adopted Budget
PERSONNEL SERVICES						
Full - time Salaries	017-900-40001	\$ 662,939	\$ 737,100	\$ 737,500	\$ 795,300	\$ 827,100
Overtime	017-900-40003	51,898	31,000	46,000	31,000	31,000
Part - time	017-900-40004	31,752	43,800	26,000	43,800	43,800
Deferred Comp -Cafeteria	017-900-40010	3,391	-	5,200	6,500	6,500
Deferred Compensation	017-900-40011	11,635	13,800	13,200	13,700	14,300
Pers Retirement	017-900-40012	91,073	101,800	106,700	115,100	119,600
Pars Retirement	017-900-40013	788	970	900	900	900
Medical Insurance	017-900-40014	93,014	128,000	85,000	91,400	91,400
AFLAC Cafeteria	017-900-40015	37	-	100	100	100
Medicare	017-900-40017	8,588	9,800	12,800	13,800	14,300
Life & Disability	017-900-40018	9,219	10,500	11,100	11,800	12,300
Flex Spending - Cafeteria	017-900-40022	19	-	-	-	-
TOTAL PERSONNEL SERVICES		\$ 964,353	\$ 1,076,770	\$ 1,044,500	\$ 1,123,400	\$ 1,161,300
MAINTENANCE AND OPERATIONS						
Office Supplies	017-900-40100	\$ 25,545	\$ 32,000	\$ 27,400	\$ 28,000	\$ 28,600
Membership & Dues	017-900-40300	704	2,000	1,500	1,500	1,600
Training & Meetings	017-900-40400	4,629	6,500	1,000	4,600	4,700
Equipment/Materials	017-900-40700	100,178	115,000	80,000	100,000	102,000
Special Departmental	017-900-40800	38,194	36,500	36,500	13,000	1,500
Telephone	017-900-41000	7,764	9,000	8,800	9,000	9,500
Gas	017-900-41010	103,904	100,000	100,000	100,000	100,000
Electricity	017-900-41020	107,283	130,000	131,300	149,000	160,000
Contract Prof. Svcs	017-900-44000	168,815	307,800	210,000	214,200	218,500
Overhead	017-900-44050	324,500	324,500	324,500	324,500	324,500
Intergovernmental	017-900-45000	1,388,641	1,630,000	1,400,000	1,760,000	1,950,000
Interest Payment	017-900-47999	7,145	6,700	6,700	6,100	5,600
Depreciation	017-900-40900	61,155	-	-	-	-
TOTAL MAINTENANCE AND OPERATIONS		\$ 2,338,457	\$ 2,700,000	\$ 2,327,700	\$ 2,709,900	\$ 2,906,500
CAPITAL OUTLAY						
Vehicles	017-900-48075	\$ 250	\$ 30,000	\$ 30,000	\$ -	\$ -
Transfer Out	017-900-47010	-	-	-	63,600	63,600
TOTAL CAPITAL OUTLAY		\$ 250	\$ 30,000	\$ 30,000	\$ 63,600	\$ 63,600
TOTAL EXPENDITURES		\$ 3,303,060	\$ 3,806,770	\$ 3,402,200	\$ 3,896,900	\$ 4,131,400

DEPARTMENT: Public Works
 FUND: 019 Water Capital Improvement Fund

Account Code: 019-925

	2007-2008 Actual	2008-2009 Revised Budget	2008-2009 Estimated	2009-2010 Adopted Budget	2010-2011 Adopted Budget
Maintenance and Operations	\$ 467,206	\$ -	\$ -	\$ -	\$ -
TOTAL	\$ 467,206	\$ -	\$ -	\$ -	\$ -

ACCOUNT NUMBER EXPLANATION

DEPARTMENT: Public Works Account Code: 019-925
 FUND: 019 Water Capital Improvement Fund 019-950

Description	Account Number	2007-2008 Actual	2008-2009 Revised Budget	2008-2009 Estimated	2009-2010 Adopted Budget	2010-2011 Adopted Budget
MAINTENANCE AND OPERATIONS						
Contract Professional Services	019-925-44000	\$ 109,503	\$ -	\$ -	\$ -	\$ -
Depreciation	019-950-40900	357,703	-	-	-	-
TOTAL MAINTENANCE AND OPERATIONS		<u>\$ 467,206</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>
TOTAL EXPENDITURES		<u>\$ 467,206</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>

DEPARTMENT: Public Works - Vehicle Replacement
FUND: 021 Vehicle Replacement Fund

Account Code: 021-980

	2007-2008 Actual	2008-2009 Revised Budget	2008-2009 Estimated	2009-2010 Adopted Budget	2010-2011 Adopted Budget
Capital Outlay	\$ -	\$ -	\$ -	\$ 316,600	\$ 410,600
TOTAL	\$ -	\$ -	\$ -	\$ 316,600	\$ 410,600

ACCOUNT NUMBER EXPLANATION

48075 Vehicles Vehicle Replacement.

2009-2010 Replacement				
Department	Model Year	Make	Model Type	Cost
Lifeguards	2004	Dodge	Dakota	28,100
Police	1998	Mercury	Marquis (Black)	33,300
Police	2000	Ford	Expedition (Blue)	45,700
Police	2003	Ford	Crown Victoria	32,200
Police	2003	Ford	Crown Victoria	32,200
Police	2003	Ford	Crown Victoria	32,200
Police	2003	BMW	RS-BMW Motor	25,600
Recreation	2000	Honda	ATV	5,600
PW - Beach	1986	J.C.B.	Back Hoe	68,800
PW - Beach	2000		15 Foot Rake	12,900
				316,600
2010-2011 Replacement				
Department	Model Year	Make	Model Type	Cost
Lifeguards	2004	Dodge	Dakota	28,800
Police	2000		Radar Trailer	16,400
PW - Beach	1995	Tennant	Tennant Sweeper Model 355	31,000
PW - Beach	1999	Rockland	Beach King Sanitizer	72,600
PW - Fleet	1991	Ford	F-250	25,900
PW - Sewer	2000	Pacific Tek	Power Vac	34,200
PW - Storm Drains	1988	Military	4" 350 gpm Waterpump	900
PW - Streets	1990	Supra-Hot	3005 steam cleaner	11,400
PW - Streets	2000	Ford	F-550 AT37G Altec Bucket Truck	86,900
PW - Water	1996	Ford	F-250	25,900
PW - Water	1999	Ford	F-250 - CNG	27,400
PW - Water	2001	Ford	F-450 Serv. B	49,200
				410,600

DEPARTMENT: Public Works - Vehicle Replacement
 FUND: 021 Vehicle Replacement Fund

Account Code: 021-980

Description	Account Number	2007-2008 Actual	2008-2009 Revised Budget	2008-2009 Estimated	2009-2010 Adopted Budget	2010-2011 Adopted Budget
CAPITAL OUTLAY						
Vehicles	021-980-48075	\$ -	\$ -	\$ -	\$ 316,600	\$ 410,600
TOTAL CAPITAL OUTLAY		<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ 316,600</u>	<u>\$ 410,600</u>
TOTAL EXPENDITURES		<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ 316,600</u>	<u>\$ 410,600</u>



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SEWER OPERATIONS AND CIP

**Managing Department Head:**

Director of Public Works

Mission Statement

Public Works will maintain the City's sewer/wastewater collection system in a safe and cost effective manner.

Primary Activities

Regular Activities - Primary activities include daily station rounds and maintenance, sewer line cleaning, routinely inspecting the system for physical damage of system, response to public inquiries and operation of the system to prevent public health hazards.

Capital Improvement Program - pipelines and pump stations - determine projects; seek and secure project funding; coordinate and manage design consultants; prepare project budgets, estimates, designs and specifications; plan check drawings; conduct community meetings and prepare presentations and press releases; prepare council reports for advertisement, award, and completion of each project; administer construction management; inspection and quality assurance; respond to the public inquiries; adhere to multi-agency funding and environmental requirements; negotiate change orders, claims, and disputes; prepare progress reports and payments; and prepare record drawings and project closeouts.

Objectives

- The Public Works Department has made significant progress in its undertaking of a large capital improvement program to replace the majority of the infrastructure. Due to its age, much of the system is at the end of its useful life. One hundred per cent of the City's sewer system has been video-taped which provides detailed information for the Capital Improvement Program.
- In addition, the Department has reconstructed two sewer lift stations; rehabilitated 2 stations, eliminated 2 pump stations, replaced 10 blocks of sewer mainline and replaced the force main on Seal Beach Blvd. The Department will continue its aggressive capital improvement program and on-going maintenance.
- In addition, the City Council approved a 2005 update to the Sewer Master Plan with a \$15 million dollar Capital Improvement program supported by increased user rates. New requirements from EPA and the Regional Quality Water Board will focus more energy in the maintenance and operation of the system. In response to these requirements, the Department has also prepared a Preventative Maintenance Plan, an Emergency Response Plan, sewer grease ordinance and a Fats Oils and Grease Program.
- Staff is pursuing project funding through the State Revolving Loan Program.

DEPARTMENT: Public Works
 FUND: 043 Sewer

Account Code: 043-925

	2007-2008 Actual	2008-2009 Revised Budget	2008-2009 Estimated	2009-2010 Adopted Budget	2010-2011 Adopted Budget
Personnel Services	\$ 303,875	\$ 373,540	\$ 348,900	\$ 402,300	\$ 416,400
Maintenance and Operations	270,412	429,600	236,900	278,400	286,700
Capital Outlay	1,049	30,000	-	16,900	16,900
TOTAL	\$ 575,336	\$ 833,140	\$ 585,800	\$ 697,600	\$ 720,000

ACCOUNT NUMBER EXPLANATION

40001	Full-time Salaries	Director of Administrative Services - 0.10 Director of Public Works - 0.15 City Engineer - 0.20 Associate Engineer - 0.20 Assistant Engineer - 0.20 Executive Assistant - 0.30 Maintenance Service Manager - 0.25 Maintenance Service Supervisor - 0.40 Electrician - 0.30 Equip Services Supervisor - 0.10 Senior Maintenance Worker - 0.70 Maintenance Worker - 0.60 Water Services Supervisor - 0.05 Sr. Water Operator - 0.10 Water Operator - 0.10
40003	Over-time	Provides for personnel overtime
40004	Part-time	Provides for personnel part-time.
40009	Cell Phone Allowance	Telephone expense related to the City.
40010	Deferred Comp - Cafeteria	Funds budgeted in this account are part of employee benefits costs.
40011	Deferred Compensation	Funds budgeted in this account include this benefit's pro rata share of employee benefits costs.
40012	Pers Retirement	Funds budgeted in this account are part of employee benefits costs.
40013	Pars Retirement	Funds budgeted in this account include this benefit's pro rata share of employee benefits costs.
40014	Medical Insurance	Funds budgeted in this account are part of employee benefits costs.
40015	AFLAC Cafeteria	Funds budgeted in this account are part of employee benefits costs.
40017	Medicare Insurance	Funds budgeted in this account are part of employee benefits costs.
40018	Life and Disability	Funds budgeted in this account are part of employee benefits costs.
40100	Office Supplies	Office supplies
40300	Memberships and Dues	California Water Environment Association; certification dues.
40400	Training and Meetings	Training and education.
40700	Equipment/materials	Electrical supplies, valves, pumps, chemicals, tools & equipment.
41000	Telephone	Telephone lines to sewer stations, emergency phones, pagers.
41010	Gas	Natural gas for sewer station engines and emergency generators.
41020	Electricity	Electricity at sewer pump stations.
44000	Contract Professional Svcs	Pump station maintenance and emergency call outs, sewer cleaning, video taping, FOG program, landscape maintenance, uniforms, professional services, emergency spot repairs, and manhole rehabilitations.
44050	Overhead	Administrative expenses calculated for department
45000	Intergovernmental	State permits and fees, AQMD, OC Health Care, OC tax, City of Huntington Beach for Sunset Aquatic Park.
47010	Vehicle/Equipment Replacement	Transfer out to Vehicle/Equipment Replacement fund 021.

DEPARTMENT: Public Works		Account Code: 043-925				
FUND: 043 Sewer						
Description	Account Number	2007-2008 Actual	2008-2009 Revised Budget	2008-2009 Estimated	2009-2010 Adopted Budget	2010-2011 Adopted Budget
PERSONNEL SERVICES						
Full time Salaries	043-925-40001	\$ 221,361	\$ 266,000	\$ 254,800	\$ 296,600	\$ 308,400
Overtime	043-925-40003	4,787	13,500	10,000	10,000	10,000
Part - Time	043-925-40004	5,703	5,000	5,000	5,000	5,000
Deferred Comp - Cafeteria	043-925-40010	1,150		2,100	2,100	2,100
Deferred Comp	043-925-40011	4,748	6,000	5,300	6,200	6,400
Pers Retirement	043-925-40012	29,804	36,700	36,900	42,900	44,600
Pars Retirement	043-925-40013	114	140	200	200	200
Medical Insurance	043-925-40014	30,949	39,200	26,400	30,000	30,000
AFLAC Cafeteria	043-925-40015	60	-	100	100	100
Medicare	043-925-40017	1,930	3,200	4,300	4,900	5,100
Life and Disability	043-925-40018	3,256	3,800	3,800	4,300	4,500
Flexible Spending - Cafeteria	043-925-40222	13				
TOTAL PERSONNEL SERVICES		\$ 303,875	\$ 373,540	\$ 348,900	\$ 402,300	\$ 416,400
MAINTENANCE AND OPERATIONS						
Office Supplies	043-925-40100	\$ 982	\$ 1,500	\$ 900	\$ 1,000	\$ 1,000
Membership & Dues	043-925-40300	288	500	300	400	400
Training & Meetings	043-925-40400	1,205	1,500	1,500	1,000	1,000
Equipment & Materials	043-925-40700	3,399	20,000	7,000	10,000	10,200
Special Departmental	043-925-40800	4,913	5,100	7,400	-	-
Depreciation	043-925-40900	6,605	-	-	-	-
Telephone	043-925-41000	4,164	5,000	5,000	5,000	5,000
Gas	043-925-41010	373	1,000	500	1,000	1,000
Electricity	043-925-41020	23,628	36,000	36,000	36,000	36,000
Contract Prof. Svcs	043-925-44000	152,151	290,000	101,500	155,000	158,100
Overhead	043-925-44050	54,000	54,000	54,000	54,000	54,000
Intergovernmental	043-925-45000	18,704	15,000	22,800	15,000	20,000
TOTAL MAINTENANCE AND OPERATIONS		\$ 270,412	\$ 429,600	\$ 236,900	\$ 278,400	\$ 286,700
CAPITAL OUTLAY						
Vehicles	043-925-48075	\$ 1,049	\$ 30,000	\$ -	\$ -	\$ -
Transfer out	043-925-47010	-	-	-	16,900	16,900
TOTAL CAPITAL OUTLAY		\$ 1,049	\$ 30,000	\$ -	\$ 16,900	\$ 16,900
TOTAL EXPENDITURES		\$ 575,336	\$ 833,140	\$ 585,800	\$ 697,600	\$ 720,000

DEPARTMENT: Public Works
 FUND: 044 Sewer Fund

Account Code: 044-975

	2007-2008 Actual	2008-2009 Revised Budget	2008-2009 Estimated	2009-2010 Adopted Budget	2010-2011 Adopted Budget
Maintenance and Operations	\$ 475,376	\$ 208,670	\$ 208,670	\$ 208,700	\$ 208,800
TOTAL	\$ 475,376	\$ 208,670	\$ 208,670	\$ 208,700	\$ 208,800

ACCOUNT NUMBER EXPLANATION

47600	Amortization	2000 Sewer System Certificates of Participation
47999	Interest Expense	2000 Sewer System Certificates of Participation

DEPARTMENT: Public Works Account Code: 044-975
 FUND: 044 Sewer Fund

Description	Account Number	2007-2008 Actual	2008-2009 Revised Budget	2008-2009 Estimated	2009-2010 Adopted Budget	2010-2011 Adopted Budget
MAINTENANCE AND OPERATIONS						
Depreciation	044-975-40900	\$ 465,672	\$ -	\$ -	\$ -	\$ -
Contract Prof Svcs	044-975-44000	2,035	-	-	-	-
Amortization	044-975-47600	7,669	7,770	7,770	7,700	7,800
Interest Expense	044-975-47999	-	200,900	200,900	201,000	201,000
TOTAL MAINTENANCE AND OPERATIONS		<u>\$ 475,376</u>	<u>\$ 208,670</u>	<u>\$ 208,670</u>	<u>\$ 208,700</u>	<u>\$ 208,800</u>
TOTAL EXPENDITURES		<u>\$ 475,376</u>	<u>\$ 208,670</u>	<u>\$ 208,670</u>	<u>\$ 208,700</u>	<u>\$ 208,800</u>



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DEPARTMENT: Public Works - Capital Improvement Projects
FUND: Various Funding Source

	Approved Carry over 2008-09 Budget	2009-2010 Adopted Budget	2010-2011 Adopted Budget
General Fund (Fund 001)	\$ 9,391,000	\$ 9,529,000	\$ 725,000
Water Fund (Fund 019)	2,650,000	4,450,000	500,000
State Gas Tax (Fund 040)	-	340,000	310,000
Measure M (Fund 041)	-	330,000	350,000
Sewer Fund (Fund 044)	1,639,100	2,536,900	2,262,900
Prop 1B Fund (Fund 077)	-	386,000	-
Traffic Relief (Fund 079)	-	240,000	260,000
TOTAL	\$ 13,680,100	\$ 17,811,900	\$ 4,407,900

The Capital Projects fund accounts for major capital projects excluding water and sewer capital projects. The projects are financed through transfers of revenues from special revenue funds, the general fund, the Redevelopment Agency or through outside sources such as grants or matching fund programs.

The fund also accounts for the restricted cash accounts from the 1996 County-wide Revenue bond proceeds.

Major projects for fiscal year 2009-10 and 2010-11 are proposed in a balanced infrastructure approach and include Streets, Parks, Storm Drains, Facilities, and Beach and Pier Improvements. Some of the highlighted projects include Offshore Sand Pumping, Seal Beach Blvd. rehabilitation, Pier Deck rehabilitation, Phase 2 Storm Drain Improvements, and Rehabilitation of Police and Public Works Facilities.

As the Budgeted Capital Projects and Funding Sources spreadsheet illustrates, of the \$10,017,900 and \$5,407,900 appropriated for capital projects in fiscal year 2009-10 and 2010-11 (excluding carry forwards, and water and sewer improvements) only \$2,435,000 and \$725,000 respectively is funded by the General Fund. All other projects are funded through grants, local Measure M turn-back fees and gas tax. Detailed descriptions of all capital projects listed, including water and sewer enterprise funds, are presented in the Five-Year Capital Improvement Program budget document.

DEPARTMENT: Public Works - Capital Improvement Projects Capital Fund: 045, 019, 044
 FUND: Various Funding Source

Project Number	Description	Approved Carry over 2008-09 Budget	2009-2010 Adopted Budget	2010-2011 Adopted Budget
General Fund (Fund 001)				
49750	Seal Bch Blvd Bridge Widening (Traffic Impact Fees)	\$ -	\$ 2,500,000	\$ -
BG0901	Police Departmen Building Renovation	700,000		
BG0903	New Fire Station 48	5,300,000	-	-
BG0904	New Swimming Pool	-	-	400,000
BG0906	CADD/GIS Program	-	10,000	10,000
BG1003	Underground Storage Tank Remediation	-	10,000	10,000
BG1004	Tennis Center Court Resurfacing	-	60,000	-
BP1103	Pier Structural Assessment Implementation	-	-	100,000
BP1004	Pier Re-Decking Final Phase	-	300,000	-
BP1002	Pier Deck Utility Upgrade Project	-	300,000	-
SD1001	10 Year Storm Drain Imp. Master Plan	2,441,000	2,150,000	-
ST0903	Beverly Manor Road Street Improvements	950,000	-	-
ST0909	Street Tree Planting Program	-	5,000	5,000
ST0910	Seal Beach Blvd. Edison Under Grounding	-	10,000	-
ST0906	Local Street Resurfacing Program	-	3,934,000	-
ST1007	Annual Concrete Repair Program	-	200,000	200,000
ST1008	10 Year Traffic Improvement Master Plan Phase II	-	50,000	-
Total General Fund Requests		\$ 9,391,000	\$ 9,529,000	\$ 725,000
Water Fund (Fund 019)				
BP1002	Pier Deck Utility Upgrade Project	\$ -	\$ 350,000	\$ -
WT0902	Water System Infrastructure Repairs	1,150,000	400,000	400,000
WT0903	New Water Well - College Park East	-	2,000,000	-
WT0904	Water Station Rehab. - Beverly Manor	1,500,000	1,200,000	-
WT1101	Water System Master Plan Update	-	-	100,000
WT0901	New 18" Water Line on OC Flood Control	-	500,000	-
Total Water Fund Requests		\$ 2,650,000	\$ 4,450,000	\$ 500,000
State Gas Tax (Fund 040)				
ST1002	Biannual Pavement Management Study	\$ -	\$ 30,000	\$ -
ST1004	Local Street Resurfacing Program (Partial funding)	-	160,000	160,000
ST1006	Annual Slurry Seal Project	-	150,000	150,000
Total State Gas Tax Fund Requests		\$ -	\$ 340,000	\$ 310,000

DEPARTMENT: Public Works - Capital Improvement Projects
 FUND: Various Funding Source

Capital Fund: 045, 019, 044

Project Number	Description	Approved Carry over 2008-09 Budget	2009-2010 Adopted Budget	2010-2011 Adopted Budget
Measure M (Fund 041)				
ST0906	Local Street Resurfacing Program	\$ -	\$ 330,000	\$ 350,000
Total State Gas Tax Fund Requests		\$ -	\$ 330,000	\$ 350,000
Sewer Fund (Fund 044)				
BP1002	Pier Deck Utility Upgrade Project	\$ -	\$ 350,000	\$ -
SS0901	10 Year Sewer Imp. Master Plan	1,639,100	2,186,900	2,262,900
Total Sewer Fund Requests		\$ 1,639,100	\$ 2,536,900	\$ 2,262,900
1B Bond (Fund 077)				
ST0906	Local Street Resurfacing Program	\$ -	\$ 386,000	\$ -
Total Traffic Fund Requests		\$ -	\$ 386,000	\$ -
Traffic Relief (Fund 079)				
ST0906	Local Street Resurfacing Program (Partial funding)	\$ -	\$ 240,000	\$ 260,000
Total Traffic Fund Requests		\$ -	\$ 240,000	\$ 260,000
TOTAL EXPENDITURES		\$ 13,680,100	\$ 17,811,900	\$ 4,407,900

DEPARTMENT: Public Works - Capital Improvement Projects Capital Fund: 045, 019, 044
 FUND: Various Funding Source

Project Number and Name	Approved Carry over 2008-09 Budget	2009-2010 Adopted Budget	2010-2011 Adopted Budget
Beach and Pier			
BP1103 Pier Structural Assessment Implementation	-	-	100,000
BP1004 Pier Re-Decking Final Phase	-	300,000	-
BP1002 Pier Utility Upgrade Project	-	1,000,000	-
	-	1,300,000	100,000
Buildings and Facilities			
BG1004 Tennis Center Court Resurfacing	-	60,000	-
BG0906 CADD/GIS Program	-	10,000	10,000
BG1003 Underground Storage Tank Remediation	-	10,000	10,000
BG0901 Police Department Building Renovations	700,000	-	-
BG0903 New Fire Station 48	5,300,000	-	-
BG0904 New Swimming Pool	-	-	400,000
	6,000,000	80,000	420,000
Sewer System			
SS0901 10 Year Sewer Imp. Master Plan	1,639,100	2,186,900	2,262,900
	1,639,100	2,186,900	2,262,900
Storm Drain System			
SD1001 10 Year Storm Drain Imp. Master Plan	2,441,000	2,150,000	-
	2,441,000	2,150,000	-
Streets and Transportation			
ST0909 Street Tree Planting Program	-	5,000	5,000
ST0910 Seal Beach Blvd Edison Undergrounding	-	10,000	-
ST1006 Annual Slurry Seal Project	-	150,000	150,000
ST1007 Annual Concrete Repair Program	-	200,000	200,000
ST0903 Beverly Manor Road Street Improvements	950,000	-	-
ST1008 10 Year Traffic Improvement Master Plan Phase II	-	50,000	-
ST1002 Biannual Pavement Management Study	-	30,000	-
ST0906 Local Street Resurfacing Program	-	5,050,000	770,000
49750 Seal Beach Blvd Bridge & Street Widening	-	2,500,000	-
	950,000	7,995,000	1,125,000
Water System			
WT0902 Water System Infrastructure Repairs	1,150,000	400,000	400,000
WT0903 New Water Well - College Park East	-	2,000,000	-
WT0904 Water Station Rehab. - Beverly Manor	1,500,000	1,200,000	-
WT1202 Water Well Rehab. - Bolsa Chica Well	-	-	-
WT0905 Water System Master Plan Update	-	-	100,000
WT0901 New 18" Water Line on OC Flood Control	-	500,000	-
WT1201 Main line Replacement Hellman Ranch Permits	-	-	-
	2,650,000	4,100,000	500,000
TOTAL	13,680,100	17,811,900	4,407,900

REDEVELOPMENT AGENCY

**Managing Department Head:**

City Manager

Mission Statement

The overall mission of the Redevelopment Agency is to improve the physical safety and quality of life in the City by providing financial tools to eliminate and prevent blighted conditions in the City's redevelopment project area, preserving and increasing the City's supply of low and moderate income housing units, and securing and promoting commercial and industrial development in the City to assure a solid tax base and employment opportunities.

Primary Activities

Redevelopment is responsible for the overall coordination, planning, and implementation of the City of Seal Beach Community Development Project, which is aimed at eliminating blighting conditions; encouraging rehabilitation of commercial, industrial, and residential properties; generating employment opportunities; providing public infrastructure improvements and community facilities; increasing and improving the community's supply of affordable housing; participating in land assembly and management; and expanding the City's economic tax base.

The Administrative Program directs and coordinates the planning, prioritization, and implementation of redevelopment goals, objectives, and work programs.

The Low and Moderate Housing Program supports the upgrading and expansion of affordable housing stock in the City through the use of grants, loans, and other assistance to individual homeowners, private developers, and other public entities.

The Redevelopment Project Program allocates tax increment or debt issuance proceeds to improve existing or construct new public and/or private capital projects.

The Debt Service Program functions as a holding or pass-through fund for revenues, which are used to retire Agency debt or construct future capital projects.

Objectives

- The objective of the Low-Mod Housing Income Fund is to utilize available funds for the improvement of housing to persons and families that qualify under the provisions of law through a variety of loans, grants and rental subsidy programs as determined appropriate by the Redevelopment Agency.

DEPARTMENT: Planning
 FUND: 061 Riverfront L/M

Account Code: 061-081

	2007-2008 Actual	2008-2009 Revised Budget	2008-2009 Estimated	2009-2010 Adopted Budget	2010-2011 Adopted Budget
Maintenance and Operations	\$ 733,571	\$ 1,072,500	\$ 726,500	\$ 796,500	\$ 796,500
TOTAL	\$ 733,571	\$ 1,072,500	\$ 726,500	\$ 796,500	\$ 796,500

ACCOUNT NUMBER EXPLANATION

40400	Training and Meetings	California Redevelopment Association
44000	Contract Professional Svcs	Civic Stone
45050	Low/Mod Housing Exp	Home Improvement Program
49800	Legal Services	Legal Fees

DEPARTMENT: Planning
 FUND: 061 Riverfront L/M

Account Code: 061-081

Description	Account Number	2007-2008 Actual	2008-2009 Revised Budget	2008-2009 Estimated	2009-2010 Adopted Budget	2010-2011 Adopted Budget
MAINTENANCE AND OPERATIONS						
Trainings & Meetings	061-081-40400	\$ -	\$ 1,500	\$ 1,500	\$ 1,500	\$ 1,500
Contract Prof. Svcs	061-081-44000	156,529	225,000	305,000	150,000	150,000
Low/Mod Housing Exp	061-081-45050	577,042	826,000	400,000	625,000	625,000
Legal Services	061-081-49800	-	20,000	20,000	20,000	20,000
TOTAL MAINTENANCE AND OPERATIONS		<u>\$ 733,571</u>	<u>\$ 1,072,500</u>	<u>\$ 726,500</u>	<u>\$ 796,500</u>	<u>\$ 796,500</u>
TOTAL EXPENDITURES		<u>\$ 733,571</u>	<u>\$ 1,072,500</u>	<u>\$ 726,500</u>	<u>\$ 796,500</u>	<u>\$ 796,500</u>

DEPARTMENT: Planning - RDA Riverfront
 FUND: 063 Riverfront Fund

Account Code: 063-081

	2007-2008 Actual	2008-2009 Revised Budget	2008-2009 Estimated	2009-2010 Adopted Budget	2010-2011 Adopted Budget
Personnel Services	\$ 776	\$ 1,950	\$ 2,025	\$ 2,000	\$ 2,000
Maintenance and Operations	1,750,857	19,000	25,000	20,000	20,000
Debt Service	20,583	21,100	21,100	21,600	22,300
TOTAL	\$ 1,772,216	\$ 42,050	\$ 48,125	\$ 43,600	\$ 44,300

ACCOUNT NUMBER EXPLANATION

40004	Part-time	Commissioners
40017	Medicare Insurance	Funds budgeted in this account are part of employee benefits costs.
40019	FICA expense	Funds budgeted in this account are part of employee benefits costs.
40300	Memberships and Dues	California Redevelopment Association.
40400	Training and Meetings	Training and meeting through California Redevelopment Association.
44000	Contract Professional Svcs	Agency audit expenses.
49800	Legal Services	Agency legal expenses.
47444	Lease Payments RDA	RDA debt service lease payments.
47999	Interest Expense	RDA debt service interest payments.

DEPARTMENT: Planning - RDA Riverfront
 FUND: 063 Riverfront Fund

Account Code: 063-081

Description	Account Number	2007-2008 Actual	2008-2009 Revised Budget	2008-2009 Estimated	2009-2010 Adopted Budget	2010-2011 Adopted Budget
PERSONNEL SERVICES						
Part - time	063-081-40004	\$ 720	\$ 1,800	\$ 1,800	\$ 1,800	\$ 1,800
Medicare	063-081-40017	11	25	100	100	100
FICA Expense	063-081-40019	45	125	125	100	100
TOTAL PERSONNEL SERVICES		<u>\$ 776</u>	<u>\$ 1,950</u>	<u>\$ 2,025</u>	<u>\$ 2,000</u>	<u>\$ 2,000</u>
MAINTENANCE AND OPERATIONS						
Membership & Dues	063-081-40300	\$ 1,960	\$ 3,000	\$ 3,000	\$ 3,000	\$ 3,000
Training & Meetings	063-081-40400	-	2,000	2,000	2,000	2,000
Contract Prof. Svcs	063-081-44000	3,500	5,000	5,000	5,000	5,000
Transfer Out-rda Riverfront	063-081-47000	1,730,336	-	-	-	-
Legal Services	063-081-49800	15,061	9,000	15,000	10,000	10,000
TOTAL MAINTENANCE AND OPERATIONS		<u>\$ 1,750,857</u>	<u>\$ 19,000</u>	<u>\$ 25,000</u>	<u>\$ 20,000</u>	<u>\$ 20,000</u>
DEBT SERVICE						
Lease Payments - RDA	063-081-47444	\$ 14,453	\$ 15,700	\$ 15,700	\$ 17,100	\$ 18,800
Interest Expense	063-081-47999	6,130	5,400	5,400	4,500	3,500
TOTAL DEBT SERVICE		<u>\$ 20,583</u>	<u>\$ 21,100</u>	<u>\$ 21,100</u>	<u>\$ 21,600</u>	<u>\$ 22,300</u>
TOTAL EXPENDITURES		<u>\$ 1,772,216</u>	<u>\$ 42,050</u>	<u>\$ 48,125</u>	<u>\$ 43,600</u>	<u>\$ 44,300</u>

DEPARTMENT: Planning
 FUND: 065 RDA Debt Service

Account Code: 065-081

	2007-2008 Actual	2008-2009 Revised Budget	2008-2009 Estimated	2009-2010 Adopted Budget	2010-2011 Adopted Budget
Maintenance and Operations	\$ 4,176	\$ 6,500	\$ 6,500	\$ 6,500	\$ 6,500
Debt Service	727,514	728,900	728,900	703,100	726,200
TOTAL	\$ 731,690	\$ 735,400	\$ 735,400	\$ 709,600	\$ 732,700

ACCOUNT NUMBER EXPLANATION

44000	Contract Professional Svcs	Admin expense.
47888	Debt Service	Debt service principal
47999	Interest Expense	Debt service interest.

DEPARTMENT: Planning
 FUND: 065 RDA Debt Service

Account Code: 065-081

Description	Account Number	2007-2008 Actual	2008-2009 Revised Budget	2008-2009 Estimated	2009-2010 Adopted Budget	2010-2011 Adopted Budget
MAINTENANCE AND OPERATIONS						
Contract Prof Svcs.	065-081-44000	\$ 4,176	\$ 6,500	\$ 6,500	\$ 6,500	\$ 6,500
TOTAL MAINTENANCE AND OPERATIONS		<u>\$ 4,176</u>	<u>\$ 6,500</u>	<u>\$ 6,500</u>	<u>\$ 6,500</u>	<u>\$ 6,500</u>
DEBT SERVICE						
Transfer out Debt Service Pmt	065-081-47000	\$ 370,000	\$ 390,000	\$ 355,000	\$ -	\$ -
Debt Service-RDA Debt Svc	065-081-47888	-	-	35,000	405,000	430,000
Interest Expense	065-081-47999	357,514	338,900	338,900	298,100	296,200
TOTAL DEBT SERVICE		<u>\$ 727,514</u>	<u>\$ 728,900</u>	<u>\$ 728,900</u>	<u>\$ 703,100</u>	<u>\$ 726,200</u>
TOTAL EXPENDITURES		<u>\$ 731,690</u>	<u>\$ 735,400</u>	<u>\$ 735,400</u>	<u>\$ 709,600</u>	<u>\$ 732,700</u>

DEPARTMENT: Planning
 FUND: 067 RDA Tax Increment

Account Code: 067-081

	2007-2008 Actual	2008-2009 Revised Budget	2008-2009 Estimated	2009-2010 Adopted Budget	2010-2011 Adopted Budget
Maintenance and Operations	\$ 2,457,602	\$ 1,899,800	\$ 682,300	\$ 410,000	\$ 410,000
TOTAL	<u>\$ 2,457,602</u>	<u>\$ 1,899,800</u>	<u>\$ 682,300</u>	<u>\$ 410,000</u>	<u>\$ 410,000</u>

ACCOUNT NUMBER EXPLANATION

44000	Contract Professional Svcs	Agency audit expenses
44002	Property Maintenance Fee	Property rental maintenance fee through Bancap
45050	Low/Mod Housing set aside	20% set aside for Low/Mod Housing

DEPARTMENT: Planning
 FUND: 067 RDA Tax Increment

Account Code: 067-081

Description	Account Number	2007-2008 Actual	2008-2009 Revised Budget	2008-2009 Estimated	2009-2010 Adopted Budget	2010-2011 Adopted Budget
MAINTENANCE AND OPERATIONS						
Contract Prof. Svcs	067-081-44000	\$ 11,781	\$ 6,000	\$ 6,000	\$ 6,000	\$ 6,000
Property Maintenance Fee	067-081-44002	(663)	4,000	4,000	4,000	4,000
Property Tax Admin Fee	067-081-44005	16,313	-	-	-	-
ERAF Contribution	067-081-44500	-	253,300	253,300	-	-
Low/Mod Housing 20% set aside	067-081-45050	483,395	331,000	419,000	400,000	400,000
Transfer Out	067-081-47000	1,946,776	1,305,500	-	-	-
TOTAL MAINTENANCE AND OPERATIONS		<u>\$ 2,457,602</u>	<u>\$ 1,899,800</u>	<u>\$ 682,300</u>	<u>\$ 410,000</u>	<u>\$ 410,000</u>
TOTAL EXPENDITURES		<u>\$ 2,457,602</u>	<u>\$ 1,899,800</u>	<u>\$ 682,300</u>	<u>\$ 410,000</u>	<u>\$ 410,000</u>



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Long-Term Debt

The City of Seal Beach is not obligated in any manner for general obligation or special assessment bonded indebtedness. Pursuant to California Government Code Section 43605, total general obligation bonds outstanding cannot exceed 15 percent of total assessed valuation. At June 30, 2009, the City did not have any debt subject to the State Debt Limit.

Current General Fund debt obligations as of June 30, 2009 included the 1996 Countywide Financing Authority Revenue Bonds for the purchase of the 800 MHz radio project for the police department, public works departments and the lifeguards, capital leases for air conditioning and lighting for City buildings.

The Seal Beach Redevelopment Agency's long-term debt as of June 30, 2009 included 2000A and 2000B Tax Allocation Bonds and a capital equipment lease. The bonds refinanced the 1991 and 1985 Tax Allocation Bonds and the bond proceeds were used to replace the West End Pump Station. The capital property lease was for the replacement of air conditioning and lighting in buildings located within the agency's boundaries.

Enterprise Funds' debt obligations consist of the Water Operations Fund economic development loan from the Economic Development Administration for drought relief and the Sewer Capital Fund Certificates of Participation for the financing of improvements to the sewer infrastructure.

On June 1, 2008, the City issued Taxable Pension Obligation Bonds for the purpose of refunding the City's obligations to the California Public Employees' Retirement System for pension benefits accruing for its members.

The City issued \$6.3 million for construction of a new fire station in January of 2009. Demolition is underway and construction will begin promptly. This project is anticipated to be complete in March 2010.

The following schedule outlines the City's total outstanding debt for fiscal years 2009/10 and 2010/11. It reports the original amounts of debt issued, the funding source to pay the debt, issue date, final payment date and the interest rate.

City of Seal Beach Outstanding Debt Schedule

Name of Bond, Loan or Capital Lease	Original Amount of Issue	Funding Source	Issue Date	Final Payment Date	Interest Rate
<i>General Fund</i>					
<i>Bonds</i>					
1996 Countywide Public Financing Authority Revenue Bonds	1,265,000	General Fund Rev	July 1996	Aug 2011	4.1% - 5.75%
<i>Capital Leases</i>					
Air Conditioning/Lighting Capital Property Lease (83%)	889,882	General Fund Rev	Oct 2001	Oct 2013	5.30%
<i>Total General Fund</i>	2,154,882				
<i>Redevelopment Agency</i>					
<i>Bonds</i>					
2000 Tax Allocation Bonds Series A	8,520,000	Tax Increment	Dec 2000	Sept 2023	4% - 5.55%
2000 Tax Allocation Bonds Series B	685,000	Tax Increment	Dec 2000	Oct 2018	4.5% - 4.7%
<i>Capital Leases</i>					
Air Conditioning/Lighting Capital Property Lease (17%)	182,265	Tax Increment	Oct 2001	Oct 2013	5.30%
<i>Total Redevelopment Agency</i>	9,387,265				
<i>Water and Sewer Enterprise Funds</i>					
Water Operations Economic Devlp. Loan	288,000	Water usage fees	Sept 1977	July 2017	5%
Sewer Certificates of Participation	4,230,000	Sewer capital fees	June 2000	June 2030	5.62% - 5.73%
<i>Total Water and Sewer Enterprise Funds</i>	4,518,000				
<i>Pension Obligation</i>					
<i>Bonds</i>					
Fire Plan 2008A-1	2,170,000	General Fund Rev	June 2008	June 2013	4.90%
Police Plan 2008A-2	8,775,000	General Fund Rev	June 2008	June 2019	5.66%
<i>Total Pension Obligation Funds</i>	10,945,000				
<i>Lease Revenue 2009</i>					
<i>Bonds</i>					
Fire Station Project	6,300,000	General Fund Rev	Jan 2009	Jan 2024	3.71%
<i>Total Lease Revenue Fund</i>	6,300,000				
<i>Total All City Funds Outstanding Debt</i>	33,305,147				

Beginning Outstanding Balance 7/1/2009	Requirements for Fiscal Year Ending June 30, 2010			Beginning Outstanding Balance 6/30/2010	Requirements for Fiscal Year Ending June 30, 2011			Ending Outstanding Balance 6/30/2011
	Interest Payable	Principal Payment	Total		Interest Payable	Principal Payment	Total	
335,000	16,110	105,000	121,110	230,000	10,035	110,000	120,035	120,000
443,588	21,894	83,395	105,289	360,193	17,314	91,610	108,924	268,583
778,588	38,004	188,395	226,399	590,193	27,349	201,610	228,959	388,583
5,945,000	292,933	370,000	662,933	5,575,000	272,983	390,000	662,983	5,185,000
465,000	25,122	35,000	60,122	430,000	23,200	40,000	63,200	390,000
90,855	6,130	14,454	20,584	76,401	5,340	15,653	20,993	60,748
6,500,855	324,184	419,454	743,638	6,081,401	301,523	445,653	747,176	5,635,748
121,877	6,094	10,980	17,074	110,897	5,545	11,529	17,074	99,367
3,555,000	196,401	95,000	291,401	3,460,000	191,651	100,000	291,651	3,360,000
3,676,877	202,495	105,980	308,475	3,570,897	197,196	111,529	308,725	3,459,367
1,710,997	77,611	422,000	499,611	1,288,997	56,485	442,000	498,485	846,997
7,926,542	461,097	497,000	958,097	7,429,542	431,353	560,000	991,353	6,869,542
9,637,539	538,708	919,000	1,457,708	8,718,539	487,838	1,002,000	1,489,838	7,716,539
6,195,000	223,991	420,000	643,991	5,775,000	208,409	420,000	628,409	5,355,000
6,195,000	223,991	420,000	643,991	5,775,000	208,409	420,000	628,409	5,355,000
26,788,859	1,327,383	2,052,829	3,380,212	24,736,030	1,222,315	2,180,792	3,403,107	22,555,237

Appropriations Limits

The voters of California approved Article XIII-B of the California State constitution also known as Proposition 4, or the “Gann Initiative”. The proposition restricts the total amount of appropriations allowed in any given fiscal year from the “proceeds of taxes”. In 1980, the State Legislature added a section of the Government Code that required the governing body of each local jurisdiction to establish, by resolution, an appropriations limit for the following year. The appropriations limit for any fiscal year was equal to the previous year’s limit, adjusted for population changes and the change in the U.S. Consumer Price Index or California per Capita Personal Income if smaller.

In June 1990, the voters modified the original Proposition 4 with the passage of Proposition 111 and its implementing legislation. Beginning with the 1990-91 Appropriations Limit, a City may choose annual adjustment factors. The adjustment factors include the growth in the California Per Capita Income or the growth in the non-residential assessed valuation due to construction within the City, and the population growth within the County or the City. Under Proposition 4, if a city ends the fiscal year having more proceeds of taxes than the Limit allows, it must return the excess to the taxpayers within two years.

**City of Seal Beach
Schedule B
Calculation of Appropriations Subject to Propositions XIII B Limit
For Fiscal Year Ended June 30, 2010**

Limit for FY 08/09	\$	22,240,818
2009/2010 per capita personal income		1.0062
Product		22,378,711
2008/2009 population change (County)		1.0102
Appropriations Limit FY 09/10	\$	22,606,974
Appropriations Limit FY 09/10		22,606,974
Total FY 09/10 General Fund revenues subject to Appropriations Limit (Schedule A)		5,602,000
Unused appropriations limit	\$	17,004,974

Glossary of Terms

Accounting System – The total set of records and procedures that are used to record, classify, and report information on the financial status and operations of an entity.

Accrual Basis of Accounting- The method of accounting under which revenues are recorded when they are earned (whether or not cash is received at that time) and expenditures are recorded when goods and services are received (whether cash disbursements are made at that time or not).

Actual Prior Year – Actual amounts for the fiscal year preceding the current fiscal year that precedes the budget fiscal year.

Appropriation – An authorization made by the legislative body of a government that permits officials to incur obligations against and to make expenditures of governmental resources. Appropriations are usually made for fixed amounts and are typically granted for a one-year period.

Appropriation Resolution – The official enactment by the legislative body establishing the legal authority for officials to obligate and expend resources.

Assessed Value – The value placed on real and other property as a basis for levying taxes.

Assets – Property owned by a government that has monetary value.

Bond – A long-term IOU or promise to pay. It is a promise to repay a specified amount of money (the face amount of the bond) on a particular date (the maturity date). Bonds are primarily used to finance capital projects.

Budget – A plan of financial activity for a specified period of time (fiscal year) indicating all planned revenues and expenses for the budget period.

Budget Calendar – The schedule of key dates that a government follows in the preparation and adoption of the budget.

Budget Deficit – Amount by which the government's budget outlays exceed its budget receipts for a given period, usually a fiscal year.

Budget Document – The official written statement detailing the proposed budget as submitted by the City Manager and supporting staff to the legislative body.

Budget Message – A general discussion of the proposed budget presented in writing as a part of or supplemental to the budget document. The budget message explains principal budget issues against the background of financial trends, and presents recommendations made by the city manager.

Capital Budget – A plan of proposed capital expenditures and the means of financing them. The capital budget is usually enacted as part of the complete annual budget that includes both operation and capital outlays.

Debt Service – Payment of interest and repayment of principal to holders of a government's debt instruments.

Glossary of Terms

Depreciation – (1) Expiration in the service life of capital assets attributable to wear and tear, deterioration, action of the physical elements, inadequacy or obsolescence. (2) That portion of the cost of a capital asset that is charged as an expense during a particular period.

Enterprise Fund Accounting – Accounting used for government operations that are financed and operated in a manner similar to business enterprises and for which preparation of an income statement is desirable. Enterprise Funds use the accrual basis of accounting.

Expenditure – The payment of cash on the transfer of property or services for the purpose of acquiring an asset, service or settling a loss. Expenditures include current operating expenses requiring the present or future use of net current assets, debt service and capital outlays intergovernmental grant entitlement and shared revenues.

Expense – Charges incurred (whether paid immediately or unpaid) for operations, maintenance, interest or other charges.

Fiscal Policy – A government's policies with respect to revenues, spending, and debt management as these relate to government services, programs and capital investment. Fiscal Policy provides an agreed-upon set of principles for the planning and programming of government budgets and their funding.

Fiscal Year – The City of Seal Beach operates on a fiscal year from July 1 through June 30.

Franchise Fee – A fee paid by public service utilities for use of public property in providing their services to the citizens of a community, including refuse and cable television

Full Time Equivalent (FTE) – Number of employee positions calculated on the basis that one FTE equates to a 40-hour workweek for twelve months. For example, two part-time positions working 20 hours for twelve months also equal one FTE.

Fund – An independent fiscal and accounting entity with a self-balancing set of accounts recording cash and/or other resources together with all related liabilities, obligations, reserves, and equities that are segregated for the purpose of carrying on specific activities or attaining certain objectives.

Fund Balance – The excess of an entity's assets over its liabilities. A negative fund balance is sometimes called a deficit.

General Fund – General operating fund of the City. It is used to account for all financial resources except those included in Special Revenue, Enterprise and/or Agency Funds.

Goal – A statement of broad direction, purpose or intent based on the needs of the community.

Grant – A contribution of assets (usually cash) by one governmental unit or other organization to another. Typically, these contributions are made to local governments from the state and federal governments. Grants are usually made for specified purposes.

Licenses, Permits and Fees – Revenues collected by a governmental unit from individuals or business concerns for various rights or privileges granted by the government.

Glossary of Terms

Maintenance – All materials or contract expenditures covering repair and upkeep of City buildings, machinery and equipment, systems, and land.

Material and Supplies – Expendable materials and operating supplies necessary to conduct department activity.

Modified Accrual Basis – The basis of accounting under which expenditures other than accrued interest on general long-term debt are recorded at the time liabilities are incurred and revenues are recorded when received in cash except for material and/or available revenues, which should be accrued to reflect properly the taxes levied and revenue earned.

Operating Budget – The annual budget and process that provides a financial plan for the operation of government and the provision of services for the year. Excluded from the operating budget are capital projects, which are determined by a separate, but interrelated process.

Operating Transfer – A transfer of revenues from one fund to another fund.

Primary Activities – A summary of what each department accomplishes during the fiscal year.

Program Purpose – The responsibilities of each department.

Public Hearing – The portions of open meetings held to present evidence that provides information on both sides of an issue.

Reserve – An account used to indicate that a portion of fund balance is legally restricted for a specific purpose, or is otherwise not available for appropriation and subsequent spending.

Resolution – An order of a legislative body requiring less formality than an ordinance or statute.

Revenue – The term designates an increase to a fund's assets which: (1) does not increase a liability (e.g., proceeds from a loan); (2) does not represent a repayment of an expenditure already made; (3) does not represent a cancellation of certain liabilities; and (4) does not represent an increase in contributed capital.

Revenue Estimate – A formal estimate of how much revenue will be earned from a specific revenue source for some future period; typically, a future fiscal year.

User Fees – The payment of a charge or fee for direct receipt of a service by the party benefiting from the service.



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